

Meeting Minutes
Neighborhood Leadership Alliance
Tuesday, January 14, 2020
City Council Chambers, Bend City Hall
710 NW Wall, Bend, Oregon



CITY OF BEND

BUILDING ON OUR PAST
SERVING THE PRESENT
SHAPING BEND'S FUTURE

4:00 p.m. Neighborhood Leadership Alliance Meeting

1. **Roll Call:** Hans Jorgensen, Lisa Mushel, Sue Sullivan, Beth Hoover, Bill Caram, Brett Yost, Dave Johnson, Cassie Giddings, Courtney Underhill, Karen Bergsvik, Liz Weltin, Jill Mehner, Matt Bryant

Council Liaison: Bill Moseley

Absent: Matt Bryant, Brett Yost, Bill Caram

Also Attended: Makayla Oliver, Joshua Romero, David Abbas, Robin Lewis, Janet Hruby, Allison Platt, Matt Stuart, Ian Leitheiser

Members Mr. Yost, Mr. Bryant and Mr. Caram resigning from their positions on the Neighborhood Leadership Alliance (NLA).

2. **Approve Minutes (Chair)**
Member Mr. Johnson made a motion to approve the December 10, 2019 meeting minutes. Member Ms. Giddings seconded, the motion passed unanimously (10-0).
3. **Public Comments (Visitors; 10 minutes)**
Chris Friess, Old Bend Neighborhood Association Chair, discussed the Neighborhood Street Safety Program application turned in by the Old Bend Neighborhood Association.
4. **Neighborhood Street Safety Program (Hans Jorgensen; 30 minutes)**
 - **NSSP Survey Results**
David Abbas, Transportation Services Director, gave a review of the Neighborhood Street Safety Program (NSSP).

Councilor Moseley shared that the small GO Bond that is in discussion includes \$6M for the NSSP.

Robin Lewis, Transportation Engineer, presented top 8 ranking NSSP projects voted on by each NLA representative.

Member Mr. Jorgensen made a motion that the NLA purpose the topic projects that resulted from NLA representative rankings, and move

forward as the NLA recommendations to staff for the NSSP funding. Member Mr. Johnson seconded, the motion passed unanimously (10-0).

Final Neighborhood Street Safety Project NLA Ranking Results:

- 1st - Larkspur - SE 15th Street Crosswalk to Ponderosa Park
- 2nd - Mountain View - Safe Routes to Schools: Wells Acres, Mt. View High School; CET bus stop crossings
- 3rd - Orchard District - NE 12th/Jones Road; Safe Routes to Schools: Juniper Elementary School, Pilot Butte Middle School; Safe Route to Park: Hollinshead Park and neighborhood greenway
- 4th - Southwest Bend - Safe Routes to Schools: Elk Meadow Elementary School; Safe Routes to Parks: Hollygrape Park and Community Swimming Pool/Community Center Park
- 5th - Old Farm District - Parrell/Knightsbridge and Reed Market/Admiral Crosswalks
- 6th - Old Bend - Neighborhood Safety: Sisemore
- 7th - Century West - Neighborhood Traffic Safety on East Campbell; Safe Routes to Schools: Cascade Middle School
- 8th - River West - Safe Routes to Schools: Highland Elementary School; Safe Routes to Parks: Harmon Boulevard

Makayla Oliver, Community Relations Manager, to send out results to each Neighborhood Association board.

5. Working Group Updates (NLA Reps; 20 minutes)

• **Neighborhood Safety Working Group (5 minutes)**

▪ **Council Check-in Prep (Hans Jorgensen)**

Member Mr. Jorgensen shared the timeline and next steps of the NSSP and presented the slides for the NSSP Council check-in:

- NSSP Overview
- NSSP Decision Process

• **Land Use Education Working Group (5 minutes)**

▪ **Land Use Education Survey**

Member Ms. Sullivan gave a review of the January 9, 2020 NLA Land Use Working Group meeting.

Member Ms. Sullivan shared next steps for the Land Use Working Group that include looking at the new CityView, new education concepts, and administrative/code change recommendations to be presented at the April NLA meeting.

Ms. Oliver shared that Joshua Romero, Community Relations Manager, is going to redesign the communications survey to better reach public who may or may not have heard of the land use process.

Member Ms. Sullivan shared a review of the December 9, 2020 work session for code changes related to the Bend Central District.

Member Ms. Sullivan shared information on the first House Bill 2001 meeting that will be Wednesday, January 15, 2020 at 10:15 a.m.

- **Communication Working Group (5 minutes)**
 - **NA Communications Survey Results**

Member Ms. Underhill shared results of the NA Communications Survey.

- **Policies & Procedures Working Group (5 minutes)**
 - **Response to Public Comment**

Member Mr. Johnson presented the Policies & Procedures Working Group suggestions on how to respond to public comments. He listed the following:

 - Have the meeting recorder or designate to ensure legibility at the meeting when form is turned in. They will also ensure email address is included.
 - Community Relations Manager or designate to get contact info of guest speakers to the NLA Chair or Vice Chair by the end of the meeting week, preferably within one business day.
 - The NLA Chair, Vice Chair or a designated NLA Representative will follow up with the guest speaker after their public comment prior to the next NLA meeting, preferably within 14 days.

 - **Public Participation in Working Groups**

Member Mr. Johnson presented the Policies & Procedures Working Group comments on public participation at Working Group meetings:

 - NLA Working Group Chairs (or Sub-committee Chairs) may invite members of the public to participate in working group sessions with the agreement of a simple majority of the group.
 - Participation in a NLA work session is limited to invite NA Board Members.
 - NA members (not on a NA board) can be invited as a guest speaker or subject matter expert to participate beyond the public comment period.
 - NLA Working Group Chairs (or Sub-committee Chairs) will decide whether or not the invitation is one time or ongoing until subject matter is concluded.

 - **Attendance Policy for NLA Representatives**

Member Mr. Johnson shared the Policies & Procedures Working Group recommendations and suggestions for NLA representative attendance:

- After three absences of a NLA Representative, the NLA Chair or Vice Chair will reach out to the NA Chair (or board if NLA Representative is the standing Chair) to ensure that the NA has been advised that its members are not being regularly represented.
- Teleconferencing is considered an absence.
- Add to the NLA Chair and Vice Chair duties the requirement to communicate with NA Chairs when representation has become an issue.
- Remove “unexcused” from the conditions in Section 3: A: 3rd Paragraph of the NLA Guidelines. Change to, “Missing three NLA meetings.”

▪ **NA Boundaries Subcommittee**

Member Mr. Johnson presented the Policies & Procedures Working Group comments on a NA Boundaries Subcommittee:

- Request participation in a NA Boundaries Sub-committee. This supports Goal 1, Part D of the NLA Strategic Plan.
- Over the next 6 months, the subcommittee will develop a work plan.

Member Mr. Johnson shared that the goal of the NA Boundaries Subcommittee would be to serve as a resource to City Council and neighborhoods on matters of community interest.

Member Ms. Mushel made a motion to have the NLA approve the Policies and Procedures Working Group to expand by number of members and address and approve a work plan addressing Neighborhood Association boundaries. Member Mr. Jorgensen seconded the motion, the motioned passed unanimously (10-0).

6. Elections and Terms (Makayla Oliver; 5 minutes)

Ms. Oliver reviewed the NLA election process and member terms limits.

The NLA gave nominations for the 2020 NLA chair and vice chair.

- Member Mr. Johnson moved to nominate Member Mr. Jorgensen as the 2020 NLA Chair. seconded (inaudible), the motion passed unanimously (10-0).
- Member Ms. Sullivan moved to nominate Member Ms. Mushel for the NLA vice chair. Member Mr. Johnson seconded the motion, the motion passed unanimously (10-0).

7. 2020 Meeting Time and Date (Makayla Oliver; 5 minutes)

Due to three open NLA committee positions, the committee agreed to discuss

meeting times and dates at a future meeting.

8. Core Area Project Update (Allison Platt; 20 minutes)

Allison Platt, Senior Planner, presented the following slides on the Core Area Project:

- Background: 2016 UGB
- The Central Core
- Core Area Project: Objectives
- Urban Renewal Advisory Board (URAB)
- Project Schedule: URAB Meetings & Outreach
- Guiding Principles + Urban Design
- Development Feasibility
- Final Products
- Core Area Report
- Draft Implementation Plan Recommendations
- Form Urban Renewal District
- Urban Renewal 101
- Update Development Code & Zoning
- Create Development Incentive Programs
- Invest In Infrastructure & Public Realm
- Example Synergy Project
- Update Street Standards, Mobility Guidelines and Manage Parking
- Involve Stakeholders In Future Policy/Program Development
- Bend Central District Development Code Recommendations:
 - Bend Central District Code
 - URAB Recommendation
 - Schedule

9. Outstanding Topics (Hans Jorgensen; 5 minutes)

- Liaison to Advisory Committees

10. NLA Rep Reports (All NLA Representatives; 25 Minutes)

NLA representatives gave an update on each of their Neighborhood Associations.

Adjourned at 6:15 p.m.

Respectfully submitted,

Kayla M. Duddy
Deputy City Recorder