

Meeting Minutes
Neighborhood Leadership Alliance
Tuesday, June 9, 2020
WebEx



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 (Chair), Lisa Mushel (Vice Chair), Karen Bergsvik, Chris Friess, Cassie Giddings, Beth Hoover, Dave Johnson, Jill Mehner, Kathy Roche, Summer Sears, Sue Sullivan, Courtney Underhill, Liz Weltin

Councilor Liaison: Bill Moseley

Absent: Jill Mehner, Liz Weltin, Summer Sears

Also Attended: Makayla Oliver, Kayla Duddy, Juan Olmeda, Robin Lewis, Mary Winters, Ian Leitheiser, Emily Guimont, Colin Stephens

- 2. Approve Minutes**
Member Ms. Mushel moved to approve the May 19, 2020 meeting minutes. Member Ms. Hoover seconded the motion, the motion passed unanimously (9-0).
- 3. Public Comments (Submitted Prior; 5 minutes)**
No public comments presented.
- 4. Neighborhood Street Safety Program Recommendations (Robin Lewis: 15 minutes)**
Robin Lewis, Transportation Engineer, presented the following slides for the June Neighborhood Street Safety Program (NSSP) update:
 - Project Status
 - Franklin Riverside Plans
 - Wells Acres Plans
 - Old Bend Neighborhood Association – NW Sisemore
 - NE Wells Acres Road NSSP Plan

Member Ms. Hoover mentioned the Mountain View Neighborhood Association has heard complaints about large trucks parking overnight in their neighborhood and asked if that would be allowed with the floating parking. Ms. Lewis explained truck parking would not be allowed anymore.

Ms. Lewis stated she does not feel comfortable the floating parking would work and if the NLA would want to make any recommendations.

David Abbas, Transportation & Mobility Director, pointed out there would be extra parking on Jenni Jo Court, Brian Ray Court, and at the high school by the sports fields.

Member Mr. Jorgensen made a motion that the committee stick to the original scope application and not add additional cost and parking. Member Ms. Hoover seconded the motion, the motion passed unanimously (9-0).

Member Mr. Friess asked what part of the Sisemore plan, that is being permitted, has to do with pedestrian safety rather than neighborhood livability. Ms. Lewis explained that primarily the application was for sidewalks. She mentioned the City has added the Early Stop Bar, the two sides “Stop Here for Pedestrians” signs and have lowered the posted speed from 35 mph to 25 mph.

Member Ms. Underhill asked if the City was making it to where you cannot turn right on that intersection. Ms. Lewis explained the City added that during their field review. She mentioned Council needs to adopt the transportation system plan that has a policy toward traffic calming related to cut through traffic.

5. 4G/5G Facilities & Cell Towers (Mary Winters, Colin Stephens, Aaron Henson; 40 minutes)

Mary Winters, City Attorney, Colin Stephens, Planning Manager, and Emily Guimont, City Legal Intern, presented the following slides on Regulating Wireless Facilities Sites and Towers in Bend:

- Background Information
- Accomplishing the Goal
- How Local Government Can Regulate
- Bend Development Code Chapter 3.7: History
- Bend Development Code Chapter 3.7: Explanation

Member Ms. Sullivan asked if you had something that would fit into the type two category, has a public hearing, is there any possibility of anything happening from that hearing, or is this more of a formality to give people the opportunity to talk even if nothing happens. Mr. Stephens explained that if it meets the code requirement the City has to approve it. He shared that if you are going to provide comments to City staff, Council, or the hearings officer, it needs to be related to the criteria.

Ian Leitheiser, City Associate Attorney, explained the function of having a public hearing, whether it is a type one or two, it is about the criteria and nothing but the criteria. He shared that having a public hearing provides more of a crucible to test those criteria to make sure they are established.

Member Ms. Mushel asked if residents cannot question what the cell tower looks like or where it is located, what are some examples that ok to share with

residents. Ms. Guimont explained aesthetics is something that local governments may regulate and the code must say that aesthetics are criteria that can be considered in the regulations of these facilities. She shared the RF emissions, health, or environmental concerns are preempted by the telecommunications Act and cannot be a valid ground for regulating these facilities.

Member Ms. Sullivan mentioned the Butler Market and 27th Street tower exceeds the height requirement for residential areas and asked if that would be grounds to oppose that sighting. Mr. Stephens explained how the code is written is that these towers cannot exceed the maximum height of the underlying zoning. He said if their process is conditional use permit, they are subjected to additional criteria to exceed the height limit of the underlying zone.

Ms. Winters asked how often does the City look at alternative locations as a condition of approval or require the applicant to analyze alternative locations. Aaron Henson, Senior Planner, explained that comes into play for new larger facilities. He said the applicants are required to do an alternative site analysis showing the City what other sites they considered.

Member Ms. Roche asked if anyone monitors the RF frequency to determine that the towers are actually at a frequency they are licensed at. Mr. Henson explained every applicant is required to provide a report from an engineer that analyzes whether it meets standards of the FCC for general exposure to electromagnetic radio frequency. He shared the City does not have staff or the technology to get those reports themselves.

Member Ms. Roche asked the City provides information, recommendation, or requirements for things like endangered species, habitat, flood plains and bird perches or is that up to the public to provide during the process. Mr. Henson explained cell companies are required to look and see if their facilities are near a historic site or structure. He said if the cell companies were in a historical area, there would be some due diligence that they have to do to ensure they do not have negative aesthetic consequences on those historical resources.

Member Ms. Mushel asked if the City generates any revenue from the cell towers. Mr. Leitheiser explained there are some wireless facilities on City property and on a few of those facilities, the City has lease agreements with the service providers that results in some revenue for the City.

Member Ms. Mushel asked if the City has a map showing the placement of all towers. Mr. Henson explained none of the 5G facilities has been deployed yet, but he can provide a map of 15 small cell sites that are in deployment with Sprint.

6. **Working Group Updates (NLA Reps; 30 minutes)**

○ **Land Use Education Working Group (15 minutes)**

i. **Council Check-in: Land Use Education Plan, Code Recommendations & Administrative Changes**

Member Ms. Sullivan presented the following slides for the Neighborhood Leadership Alliance City Council July 22, 2020 Check-in:

- Land Use Education Plan
 - Information Gathering
 - Focus Areas and Tracking
 - Example of Resources
- Land Use Notification Process
 - Administrative Changes
 - Code Change Recommendations

Member Mr. Jorgenson asked if there would be more specifics that the NLA would be able to address to try to mitigate significant cost increases. Member Ms. Sullivan explained that would be a part of the Council discussion to figure out which ones are the critical concerns rather than increasing everything four times an area. She said the working group stills needs to have a conversation with planning to figure out which are the most critical.

Member Ms. Mushel asked what the status is of CityView. Councilor Moseley mentioned it has been pushed back six to seven months since the vendor cannot travel due to COVID-19.

○ **Outreach & Engagement Working Group (15 minutes)**

i. **Social Media Manager Recommendation - Hootsuite Demo – Lisa Mushel**

ii. **Survey Platform Recommendation**

Member Ms. Mushel and Makayla Oliver, Community Relations Manager, Presented the following slides on the NLA Outreach and Engagement Working Group Shared Communications Tool Recommendations:

- Hootsuite
 - Goals
 - Time Savings
 - Time Savings Estimates
 - How Does It Work
 - Step 1: Create & Schedule
 - Step 1: Continue
 - Step 2: Match File With Linked Accounts
 - Step 3: Loaded & Ready to Post
 - Does It Eliminate All the Work
 - Increasing Membership Outreach & Engagement
 - Track Effectiveness Through Analytics
 - Pricing

- Professional Package
- Teams Package
- Survey Planet
 - Goals
 - Benefits
 - Pricing

Member Mr. Jorgensen asked what the next steps are. Ms. Oliver explained the working group developed a letter that premises what our intent is as well as the detail on the recommendations that have been presented tonight. The working group is going to send out the letter to the Neighborhood Associations and ask them to respond by Friday, June 12, 2020.

Member Mr. Johnson asked how much Hootsuite would cost for all 13 Neighborhood Associations (NA). Member Ms. Mushel said it would be \$300 per month for up to 35 channels. She said she would like to see how many NA's are interested and how many channels they would be using.

7. NLA Representative Reports (30 minutes)

Member Mr. Jorgensen, Awbrey Butte NA, had nothing to report.

Member Ms. Mushel, Century West NA, reported board is meeting virtually.

Member Ms. Bergsvik, Southern Crossing NA, reported on the launch of the new Southern Crossing website and board is meeting virtually.

Member Mr. Friess, Old Bend NA, reported on the parking district, and reduction of urban camping in the Old Bend neighborhood.

Member Ms. Giddings, River West NA, reported on firework signs and board is meeting virtually.

Member Ms. Hoover, Mountain View NA, reported on board meeting virtually, cell tower issues and launching of no illegal fireworks.

Member Mr. Johnson, Old Farm District NA, reported on board meeting virtually, firework and slow down signs, and Black Lives Matter marches.

Member Ms. Roche, Boyd Acres NA, reported on the Boyd Acres August Annual meeting at the Pine Nursery picnic area and fireworks.

Member Ms. Sullivan, Larkspur NA, reported on firework signs and NA meeting Monday, June 15, 2020 – will be social distancing.

Member Ms. Underhill, Southeast Bend NA, had nothing to report.

Adjourned at 6:02 p.m.

Respectfully Submitted,

Deputy City Recorder,
Kayla M. Duddy