

**Minutes of the CWNA Board of Directors
November 22, 2010**

The Regular Monthly Meeting of the CWNA Board of Directors was called to Order by its Chair, following a snowstorm induced delay, at 8:15 P.M. A quorum, the majority of the currently elected Board Members, which numbers seven, was present: Bob Brell, Jim Gattey, Nancy McCullough, Judy McKrell, Bill Padgham and Stephanie Uetrecht. Guests present were Del and Shauna Haley and Ken Schofield, member of CWNA Land Use Planning Committee and CWNA Coordinator for the Reserve at Broken Top Homeowners Association.

Minutes of the October 13, 2010 meeting of the Board were approved unanimously following a motion by Brell, seconded by McCullough.

Election of Board Member: CWNA Members Del and Shauna Haley were nominated for and elected to the Board of Directors, representing the open position of CWNA Ward #9, following a motion by Brell and seconded by Gattey. The Haleys were elected as a single Board Member, with the right to cast a single vote on issues presented to the Board for action.

Committee Reports:

Cascade Middle School Crosswalk Task Force: Padgham reported that the Task Force is focusing on posting of signs on Century Drive designed to stop parking and U Turns being used by parents to permit their students to make unsafe and uncontrolled crossing as short-term responses to continuing problems. Padgham's written report is attached to these Minutes.

Finance: McCullough reported that expenses for the 2010 – 2011 fiscal year totaled \$888.00 to date, all of which have been approved by and paid through the City of Bend Neighborhood Associations Office. A balance of \$1719.00 remains. The report was unanimously approved by the Board.

Membership: McKrell reported 555 members representing 314 unique addresses. The report was unanimously approved.

Land Use Planning Committee: Brell filed a written report and focused the Board's attention on the continuing consideration by the City of Bend Planning Commission review of the proposal for a new chapter proposed to be added to the Development Code to cover Wireless Communication Facilities (Cell Towers). Brell stated that it was his intent to continue to represent CWNA's positions in Land Use Planning matters from his winter residence in Arizona. The written report of the Land Use Planning Committee is attached to the Minutes.

Transportation and Traffic Safety Committee: Gattey filed a written report, a copy of which is attached to these Minutes.

No reports were submitted on behalf of the Noxious Weed Eradication Committee or Bend Parks & Recreation Liaison Committee.

New Business:

Duties and Responsibilities of CWNA Board Officers, Directors, Committee Heads and Board Coordinators: The Board considered and unanimously approved a new Statement of Duties and Responsibilities, a copy of which is attached to these Minutes.

Executive Session: The Board went into Executive Session to discuss an issue with a potential for possible litigation affecting the CWNA and other Neighborhood Associations. Following discussion, the Board determined to present the issue to other Neighborhood Associations for consideration.

NA Annual Compliance Report: Brell reported on steps being taken to locate or generate information required to complete the Annual Neighborhood Association Compliance Report and expressed his belief that the information can be obtained, and that the steps being taken by CWNA to post all meeting minutes and committee reports to the website will assure that the compliance report process will be greatly simplified.

There being no further matters to be addressed, a motion was made and unanimously adopted to close the meeting.

Prepared and Submitted by Jim Gattey

October 7, 2010

City of Bend
Community Development Department
710 NW Wall Street
Bend, Oregon 97701
Attention: Aaron Henson

BEFORE THE CITY OF BEND PLANNING COMMISSION.

In the Matter of the proposed Chapter 3.7 Wireless Communication Facilities-Standards and Procedures

Project Number PZ 10-244

On behalf of the Century West Neighborhood Association, it's Board of Directors and separately on behalf of Robert Brell.

1. **The Century West Neighborhood Association Board of Directors .**
 - a. Bob Brell, Chair and Board Member-at Large
 - b. Jim Gattey, Vice-Chair and Board Member Ward # 5. representing Broken Top, The Reserve at Broken Top
 - c. Nancy McCullough, Board Member Ward # 3 representing Touchmark and Mt Bachelor Village.
 - d. Judy McKrell, Board Member-at-Large.
 - e. Bill Padgham, Board Member Ward # 1 representing Sunrise Village and Bachelor View Road.
 - f. Richard Ray, Board Member-at-Large.
 - g. Stephanie Utrecht, Board Member Ward # 6 The Parks
2. **Robert Brell** 61130 Bachelor View Road. Bend, OR 97702.

We submit the following comments and suggestions for your consideration.

1. **2.7.300 Application Requirements. Recommend the number change to 3.7.300.**
Why? To be consistent with other numbering in this ordinance.
2. **3.7.300 Application Requirements. B. Visual Impact, Technological Design Options, and Alternative Site Analysis. Recommend in the fourth sentence that begins with, Except for Type I applications, that the first four words (Except for Type I applications) be deleted so that the sentence begins with, The applicant shall include an analysis.... and so on and so forth.** Why? In the case of Type I applications, why wouldn't we want the applicant to include an analysis of alternative sites and technological design options for the facility within and outside of the city that are capable of meeting the same service objectives as the preferred site with an equivalent or lesser impact? Seems to us **Type I applications should not be excluded from this**

requirement. Seems to us Type I applications should be treated the same as Type II and Type III applications because we are talking about “visual impact” which is important to all property owners in the City of Bend.

3. 3.7.400 General Regulations. A. High visibility facilities. Recommend this sentence be changes to read, High visibility facilities are prohibited on any property designated as Residential on the Bend Area General Plan Map. Why? Why wouldn't we want to prohibit high visibility facilities on any and all residential zoned property? Telecommunication facilities don't belong in residential zoned property. The Mosier Telecom Ordinance reads, High visibility facilities are prohibited in any location visible from a Residential zoned property or from the Historic Columbia River Highway. We owe this to the property owners of Bend. Those property owners who live in a development that has CC&R's generally do not allow telecommunication facilities such as Awbrey Butte, Broken Top, Sunrise Village, etc, Why shouldn't the City of Bend extend the same visual protection benefit to all residential zoned property?

4. 3.7.400 Tower heights. Recommend the first sentence read, Towers may not exceed the height limits otherwise provided for in the Development Code. Why? This sets the proper tone. The way it reads as proposed is permissive in tone.

5. 3.7.400 General Regulations. E. Maximum towers per lot or parcel. Recommend the first sentence read, No more than two towers, with a maximum of three facilities is allowed on any one site or parcel in Commercial, Industrial, Public Facilities or Mixed Use zones on the Bend Area General Plan Map. Why? Again, we need to keep Telecommunication facilities out of the residential zones. We need to encourage co-share in order to minimize the number of towers. We need to be thinking more long term.

6. 3.7.400 General Regulations. F. Towers adjacent to residentially designated property. Recommend the first and second sentence read, Telecommunication towers located adjacent to any property designated as Residential on the Bend Area General Plan Map shall be set back from the nearest residential lot line by a distance at least equal to its total height or 50 feet, whichever is greater. The setback shall be measure from that part of the tower that is closest to the neighboring residential property. Why? Again, we need to recognize all residential zones as the same. When it comes to views, how can residential zones be different?

7. 3.7.800 Inspections. Why do we want to cause the City or its agents to inspect telecommunications facilities for compliance? Compliance is needed and necessary but it should be at the expense of the telecommunication company not the City of Bend.

8. Recommend language be included that requires a Public Meeting be held on all wireless telecommunication facility applications prior to the application being submitted. Why? Proposed language essentially extends the current code requirement for land use with regard to public meetings. We believe a telecommunication facility should not be treated the same as an application for a home, or a shed or a partition where a public hearing is not required. Wireless telecommunication towers (cell towers) are

among the top most divisive issues that face property owners. Simply stated, cell towers obstruct views and views are one of the crown jewels in Bend. Holding a public meeting is about extending a courtesy to the public informing the public that a tower may be going up in their neighborhood and giving the cell company an opportunity to share what considerations went into the plan for the tower. Property owners within 500 feet of the perimeter of the property where the tower will be sited should be notified in addition to the respective Neighborhood Association. A telecommunication tower has significant visual impact not only on the surrounding properties but extends in some cases for miles from the site.

Your consideration of these suggestions is appreciated.

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Respectfully submitted on behalf of the Board of Directors of Century West
Neighborhood Association and its 550 plus members and on behalf of Robert Brell.

Bob Brell
CWNA Land Use Committee Chair

Bob Brell
61130 Bachelor View Road
Bend, OR 97702
(541) 382-9427

CMS Crosswalk Task Force
Meeting Notes and Related Information
November 17, 2010

Attending: Kip Heilman, Kim Curley, Bill Padgham, Stephanie Bennett, Robin Lewis

Motorist and Pedestrian Trends: The attached **Summary Information** provides counts on a weekly basis through November 15th. It also notes the time when the TF appeal letter was emailed to by CMS staff to all parents. Subsequently, the CMS PTSA added a link to its website that will take the reader directly to our appeal letter which resides on the CWNA website. Both pedestrian crossings and motorist U-Turns remain at unacceptable levels and it is obvious that additional steps will be necessary to achieve the TF short term objectives (see discussion on **signs** below). However, it is necessary to keep the appeal before the community as we move to stronger measures which will take time to implement. A revised appeal letter is being prepared for distribution soon.

Signs: Robin Lewis provided a comprehensive overview of the various signs which may be used in the affected area. Her research reveals that several of the types of road signs that were formerly considered for use conflict with statutes or are otherwise inappropriate because of exceptions allowed by statutes. However, it appears that the “no stopping at any time” sign language is supported by statute (ORS 811.550) and will work well in addressing our problem; if there is no stopping there is no incentive to U-Turn. Further it will lend itself to enforcement by BPD or its Volunteer patrol units. An appropriate “no pedestrian crossing” sign has also been identified for installation on the shoulder where pedestrian activity takes place. All of these signs are shown in the attachment. A firm schedule for installation of the signs has not been determined

Improvement Plan: The new improvement plan was reviewed and adopted by consensus without change. It contains as many crosswalk safeguards as possible short of using electronic equipment that would add \$100,000 plus to the cost. The cost without electronics is \$243,000. The two large scale drawings are now mounted on foam board and a third board will be added with explanations of the project. When ready, they will be placed on display in suitable venues in the community from time to time. Also, it is anticipated that a public comment meeting concerning the improvement plan will take place over the next several months.

Funding: The only significant news about funding is the recent heavy local media coverage of the movement in Congress to reduce or eliminate the use of earmarks. Bill Padgham has had meaningful discussions with Courtney Snead at the City prior to the recent news and he will follow up to determine the present landscape. If the program is still alive in significant size, work will have to commence immediately to secure a place in the process.

Next Meeting: Wednesday, January 19th at ACB at 10:00 am .

Prepared by Bill Padgham



The word "standing" to be changed to "stopping"

R7-4



R9-3a



R9-3bP

Summary Information
 Pedestrian and Motorist Issues at the Century Drive Point of Crossing Near CMS
 November 17, 2010

<u>Date of Observation</u>	<u>9/7/10</u>	<u>9/21/10</u>	<u>10/18/10</u>	<u>10/21/10</u>	<u>11/1/10</u>	<u>11/8/10</u>	<u>11/15/10</u>
<u>U-Turns</u>	24	17	20	19	27	19	26
Pedestrians	16	5	12	12	12	13	20
Note Number	1		2				

Notes:

1. First day of school
2. On Friday, October 15th CMS emailed the TF appeal letter to all parents. The 18th is the Monday following

Other events noted: Most days there are one to three cross-overs from the South into the North bound lane of Century in order to drop students on the West shoulder. Morning rush hour pedestrians only number three or four (**Technically, these are not pedestrians because most are dropped by car before crossing Century**). Recently, there is increased log truck traffic on Century some of which have been observed at rush hour.

CMS Crosswalk Task Force
 by Bill Padgham

November 22, 2010

CENTURY WEST NEIGHBORHOOD ASSOCIATION (CWNA).

DUTIES AND RESPONSIBILITIES

Chair, Vice-Chair, Officer, Board Member, Committee Head, Webmaster /Data Base Manager and Board Coordinator Duties and Responsibilities.

1. Chair.

- a. Chair General Meetings, Board Meetings and Special Meetings.
- b. Perform such duties as the board and membership authorize.
- c. Spokesperson for CWNA.
- d. Create the monthly Board Meeting Agenda with board input.
- e. Attend monthly NART (NA Roundtable) Meetings (3rd Thurs. each month, 12 Noon).
- f. Arrange for board meeting room.
- g. Represent and present to the City Council annually.
- h. Develop and publish 1-2 times per month E-communication to membership (CWNA News & Items of Interest)

2. Vice-Chair.

- a. Assume Chair duties during Chair's absence.
- b. Create, plan and produce General Membership Meetings.
- c. Assist the Chair with correspondence.
- d. Prepare and submit annual compliance requirements.
- e. Designated recipient of Chamber of Commerce communications; distribute to all Board Members, Board Coordinators, Webmaster and Committee Heads.

3. Secretary.

- a. Record minutes for each General, Board and Special Meeting, edit and distribute to all board members, board coordinators, webmaster and committee heads.
- b. Forward approved minutes to Website Manager within one week of approval.
- c. Update Spring and Fall General Meeting mailing brochures (Information and Membership Application, Membership Application, Agenda) , provide pdf file to designated outside vendor and coordinate mailing to membership.

4. Treasurer.

- a. Budget liaison with City of Bend-Office of Neighborhood Associations..
- b. Report at board meetings on expenses and balance

4. Land Use Committee Head.

- a. Designated recipient of Land Use Applications from Community Planning Dept.

- b. Distribute summary of Land Use Notifications upon receipt for E-letter to membership.
- c. Represent and attend (or designates attendee) all Land Use Public Meetings.
- d. Prepare Land Use status report, recommend actions and issue to Board.
- e. Prepare Land Use status report (when changes occur) for E-letter.
- f. Report at Board Meetings.

5. Transportation & Traffic Safety Committee Head.

- a. Attend monthly TSAC (Traffic Safety Advisory Committee) meetings (3rd Tues each month, 8 AM) and advocate issues concerning CWNA.
- b. Report at Board Meetings.

6. Membership Committee Head.

- a. Receive, review and validate all new membership applications.
- b. Email Website Manager with complete new member data.
- c. Develop and email each new member with customized "Welcome Letter"
- d. Maintain Membership Application file, alphabetically organized.
- e. Represents CWNA at all city-wide NA membership events (Winterfest, Summerfest, Fall Festival, Bite-of-Bend, etc.)
- f. Take leadership position in expanding membership.
- g. Report at Board Meetings.

7. Website/Data Base Manager.

- a. Maintain CWNA website to include inputting approved Board Meeting Minutes, updating board/committee member names/data and develop complimentary news and page additions to the website
- b. Maintain membership data base on current basis.
- c. Issue quarterly abbreviated Ward membership data to each ward representative (name(s), address, phone number and Ward totals); issue abbreviated membership data to the Chair, Vice-Chair and Membership Head (names, address, phone number and totals by Ward).
- d. Maintain commitment to confidence of all member email addresses.

8. Noxious Weed Committee Head

- a. Represent CWNA to and with the Tri-County Noxious Weed Group.
- b. Take the lead in coordinating the CWNA weed pull effort.
- c. Prepare weed-pull communications for distribution to the CWNA membership.

9. All Other Board Members.

- a. Volunteer to take on and head-up special projects as may be required (Community Clean-up, Noxious Weed Pull, Summit High School Alliance) and volunteer to help Chair, Vice-Chair, Committee Heads with their duties and responsibilities. No Board Member should be without some duties and responsibilities.

10. **Board Coordinators**

- a. Act as a liaison between a Home Owners' Association and CWNA
- b. Bring issues and other relevant news to the attention of the CWNA Board
- c. Report on CWNA activities and policy stances to Home Owners' Association

CWNA Transportation and Traffic Safety Committee Report for November 2010

The brevity of this report reflects the short time since the last CWNA Board meeting and the fact that I will be absent from the country for the two weeks before the date of the Board's November meeting.

The October meeting of the Bend Traffic Safety Advisory Committee was heavily attended with many attending expressing their concerns regarding the October 9th fatal incident in the northbound lanes of the 97 Bypass. I presented the issues brought to my attention by the incident and a sign at the intersection where the incident occurred, as authorized by the CWNA Board at its last meeting. The City of Bend Traffic Engineer, after listening to the presentation stated that he was unaware of the inconsistency in the nature of the images depicted on signs intended to warn of marked crosswalks in Bend and the apparent absence of any standards by which to determine which marked crosswalks were to be signed or the type of signs to be used at any particular marked crosswalk. He stated that it was his intent to have employees of the Department he directs conduct an inventory of the signs to serve as a basis for determining what, if any, additional steps might be taken to improve creation of safer marked intersection. I was surprised and pleased to see that crosswalk warning signs on Portland Avenue west of the Deschutes River, that had depicted both pedestrians and bicycles riders had been removed in less than two weeks after the TSAC meeting.

At the October TSAC meeting it was announced that a determination had been made to install four signs, each reading "No Parking at Any Time" on the north side of the westbound lane of Mt. Washington in the block directly across from the Skyline Sports Complex fields. The representative of the Bend Police Department said that it was the belief of the Department that traffic court judges would impose sanctions on drivers ticketed for parking in the area after the new signs were installed. These steps should permit enforcement of the long ignored prohibition of parking there and thus reduce the danger created by those parking where prohibited.

New "rumble strips" have been installed in the lane of traffic of Simpson Avenue approaching Mt. Washington where the previously installed strips were removed to permit resurfacing of Simpson Avenue. City employees say that there have been no further injury or significant property damage accidents reported occurring in the Mt. Washington – Simpson Avenue intersection.

On November 1, 2010 I attended the five hour class, "Improving Safety Features of Highways, Local Roads and Streets" sponsored by the U.S. Department of Transportation, National Highway Traffic Safety Administration and ODOT's Transportation Safety Division and taught by Professor Mojie Takallou of the University of Portland. I learned a great deal about methods of prioritizing traffic safety and calming needs, the costs of different methods and, most importantly, the effectiveness of different methods. The basic message that impressed me is that even though many drivers operate vehicles in impaired and distracted conditions and manners that would warrant the conclusion that they were on suicidal missions, those same drivers demand that the public take steps to protect them from being successful. Still, over 60% of drivers who are killed are not at fault to any degree. I am confident that what I learned will improve my ability to suggest more effective steps for improvement of traffic safety in the Century West Neighborhood.

Submitted by Jim Gattey
November 2, 2010