



## SWNA BOARD MEETING

June 6, 2023

6:00-7:00pm

Zoom: <https://us02web.zoom.us/j/84748263028?pwd=TnBnU0lnMXBoUk1aSm9lYXYvSyt1UT09>

**In Attendance:** David Knitowski, Shannon Mara, Cheri Smith, Will Green, Robert (Bob) Gressens, Robin Church, Laurence Le Mercier

**Meeting convened 6:10 p.m.**

### Items Discussed

- Introductions of present and potential new board members
- Reading of the Central Oregon Land Acknowledgment by David Knitowski
- Approved April board meeting minutes and May general meeting minutes - David motioned to approve, Shannon 2nd, all in favor.
- Recap of 2023 General Membership Meeting
  - Shannon:
    - We received valuable actionable comments and ideas from the meeting; but the summary the Board received isn't actionable. We need to re-look at the raw info and document ideas. No one person has all the info received at the meeting. Also, the survey/questionnaire will go out electronically (in some fashion) - after that, the board can review and determine what members really want.
    - Suggested we keep a list of projects/to-dos that board members can tackle as time allows.
  - David:
    - Will complete the required compliance sheet.
    - Perhaps having a dedicated "membership person" would be a good role.
    - Bylaws saw we need odd number of board members. If we filled all positions we'd be at nine members.
    - Attempts to advertise the general meeting were not very successful. How do we spread the word for the next general meeting? Social media, "push" notifications.
- Board member updates:
  - David Knitowski (Land Use & Chair): Received 11 Land use notices
    1. City council looking for stewardship committee for tree preservation code
    2. Noise variance request for Summer Festival & July 4th parade downtown.

3. Bend Summer Criterium Race will take place at Pacific Crest Middle School June 21, 28, July 5, 12, 19, 26. Expect street closures.
4. Pending Development Agreement to partition a property on SW Knoll Ave into 2 parcels for affordable housing.
5. Noise variation request for Hayden Homes Amphitheater
6. Notice of Decision on the Sisemore Rd plat from 1890's that was never vacated. Right of way has been vacated.
7. On May 3, 2023 City Council approved a resolution to form a temporary tree committee.
8. City news release seeking volunteers for tree code committee.
9. Notice of Q&A opportunity for fire levy
10. Notice of public hearing on June 7 for vacating right of way for small section of 17th St where it connects to Simpson (on boundary of Century West)
11. Awbrey Butte waterline project update - most of the project is outside our boundaries but later phases will enter Summit West eastern boundary.

Other updates:

- Discussed budget, which is \$7200 this year, but will be reduced to \$6500 next year. There is \$3900 remaining and the board must use it or we lose it. There are two funding requests that will be addressed later in this meeting.
- Being asked to drop the word association. Will discuss next month.
- Speed radar program - there's a two week window May 1-15 to request top three locations.
  1. Skyliners Rd in westbound direction, bet Flagline and Lemhi Pass (installed already).
  2. Mt Washington in southbound direction at Nordic Ave.
  3. Shevlin Park Rd eastbound between Skyline Ranch Rd and Shevlin Meadows. A property owner there also requested a guard rail because 2 cars have gone off the road into her yard.
- Received a request to partially fund the Integrity event again but then the event got canceled.
- The board contributed \$495 to downtown flower baskets.

o Shannon Mara - NLA update

- There is restructuring within the city and the NLA is going away. The City wants to interact more directly with neighborhood boards. They are planning 2-3 all neighborhood get togethers (emerging plan) in different areas of the city that they are calling Engagement Events. These will replace NLA meetings essentially. Could be beneficial to know what other NAs are doing and how they are structuring their meetings.
- City is encouraging NA membership and promoting engagement among neighbors. They are dropping the term association from the program, due to confusion between Neighborhood Associations and HOAs. Our funds can now be used for a broader range of things - Arbor Day events, beautification events, social events with BBQ trailer.

Allocation of funds has been on a tax lot basis but that will change to number of units (a duplex on one tax lot for example). The City will be lowering the NA budgets because they plan to take over more services to the NAs.

- Annual meeting will have a uniform requirement to be held once per year. SWNA could amend the bylaws to keep with city requirements. City will also require once per year Member survey.
  - FYI related to safety projects. When a project is funded (new crosswalk for example), there isn't an automatic speed limit assessment. The process has to go thru ODOT (TSSP) approval separately.
  - o Cheri Smith - announced this is her last meeting.
  - o Cheryl Stark - not present but emailed her communications update to the board.
    - When someone emails us with a concern and Cheryl doesn't know who to connect them to, she will reach out to Makayla.
    - Has been updating the website but still learning what is relevant to post. She will focus on News and Land Use items.
- Guest attendee Laurence Le Mercier requested reimbursement for a large yard debris bin. David motioned to reimburse \$548 Skyliner Summit HOA, Cheri 2nds, all in favor. Firewise money can be used in the future. The City currently charges a permit fee to place the bin on a city street. It was suggested to ask the city to remove this fee. There's no permit fee if placed on a private street.
  - Introduction to guest attendees interested in joining the board. Guests previously emailed their impressive qualifications to the board but a very brief summary is included below.
    - Robin Church - interested in Emergency Preparedness but happy to consider other positions. Shared background and experience - Firewise Coordinator for Three Pines HOA and Secretary for the Project Wildfire Neighborhood Coalition, a newly formed subcommittee of Project Wildfire.
    - Will Green - interested in Chair/Vice Chair but open to other positions. Lives in Valhalla. He is an active member of the Bend Transportation Bond Oversight Committee and has a passion for urban planning. He has worked on city council campaigns and is excited to participate at a more localized level.
    - Bob Gressens - interested in Chair position but also open. Currently serves as Three Pines ARC & Common Area Landscape Committee member. Finalist for consideration on Bend's Tree Regulation Update Advisory Committee. Has experience as an HOA Board President and Treasurer.
  - David summarized Chair and Vice Chair roles and explained that there's so much more that can be done with a full board. The NLA position is going away so Shannon will need to pick a new position. David shared that we're not required to have a Vice Chair but we need a Chair and Land Use Chair. We can amend our bylaws and there is an opportunity to create our own roles.
  - David motions to appoint Bob to Chair, Will to Vice Chair, Robin to Emergency Preparedness Coordinator. Shannon 2nds, all in favor.

- Discussed National Night Out, an opportunity for the community to engage with the police. Makayla suggested each NA kick in \$100 for a DJ. David motions to support, Shannon 2nds, all in favor.
- Shannon motioned to give up to \$3000 toward tree replacement at Pacific Crest Middle School. David 2nds, all in favor.
- Proposed selecting a new meeting day and time. Suggested Cheryl send out a Doodle Poll but generally the following days and times are not good: The 2nd Thursday of the month, 1st and 3rd Wednesday, and 2nd and 4th Mondays. Meetings should be after 5:30pm and meeting at Embarc is an option.
- David proposed updating business cards. Tabled for future meeting.
- Meet in July or August? Yes, board agrees but maybe on different days.
- Meeting Adjourned 8:48pm

Notes submitted by Cheri Smith, Secretary.