

# Meeting Summary for SCNA Board Meeting

Sep 19, 2024 04:54 PM Pacific Time (US and Canada) ID: 882 2034 8628

## Quick recap

The meeting covered updates on the Neighborhood Street Safety Program, including project progress and construction plans. Discussions also focused on organizing an upcoming general meeting, addressing budget cuts, and exploring grant applications for community events. Additionally, the team touched on urban growth boundary applications and logistics for future events.

## Next steps

- Robbie to follow up with Hampton Inn to clarify room setup time and potentially negotiate for 6:00 PM start.
- Lowell to create Zoom meeting invite for Tuesday at 11:00 AM to discuss grant application.
- Robbie to contact Southwest Bend Neighborhood Association for information on their grant application.
- Lowell to start updating postcard text for general meeting.
- Robbie to create artwork for postcard.
- Robbie to create flyer for The Currents apartment complex about the general meeting.
- Robbie to make flyers for mailboxes in the neighborhood about the general meeting.
- Lowell to submit updated W-9 form with "applied for" in EIN field if necessary.
- Robbie to follow up with contact at The Currents about distributing NA information to new residents.
- Lowell to proceed with reduced postcard mailing list to save costs.

## Summary

### Neighborhood Street Safety Program (NSSP) 2025 Update

Christian presented an update on the Neighborhood Street Safety Program (NSSP) 2025, which was selected in 2019 as part of a larger project. The project started design in 2023 and underwent a redesign in 2024 after consulting with the neighborhood. A survey was sent out to the neighborhood with city-provided designs, and the results from January of this year led to the current design at 30%. Christian also highlighted some project goals. Lowell requested a copy of the presentation via email. Christian discussed the improvements planned for the neighborhood connectivity, focusing on creating a safer crossing at Reed Market Road. He highlighted the construction plans, which include 9-foot wide cut openings in the median to

facilitate safer crossing and the paving of Chamberlain Street. Christian also mentioned the addition of speed humps and the provision of a 6-foot wide sidewalk with a rolled curb to aid driveway access. Robbie and Lowell asked questions about the construction notes, the bike lane sharrows, and the width and height of the speed humps. Christian clarified that the speed humps would be wider and taller than the city standard, allowing for fire trucks and utility vehicles to pass over them. The team discussed the potential of installing flashing lights or warning signs at certain locations to improve safety. Christian agreed that warning signs have been beneficial city-wide and promised to email Lowell with further details. Christian discussed the progress of the NSSP 2025 project, which is currently at 30% design. He mentioned that they are hoping to have a contractor on board by early March and aim to have 100% plans by December. The construction is expected to start in May 2025. Christian also mentioned that NSSP 2025 is a combination of three sites, but Chamberlain will be a standalone project. He further discussed the timeline for the next phase of NSSP, which includes a design contract in November for the intersection at Silver Lake and Chamberlain. The general timeline for that project is design in summer 2025, and construction in summer 2026, which includes the Silver Lake Chamberlain intersection. Christian also mentioned that they will direct the design to mimic the existing improvements for a cohesive look. Robbie raised a concern about the safety issue at the intersection, which Christian confirmed was due to the lack of a stop sign and the presence of trees affecting visibility. The team discussed a sidewalk and curb issue that was expected to be resolved. Robbie and Christian agreed that the installation of 600 feet of sidewalk and a significant amount of curb would address the problem. Lowell brought up another project on Blakely, which was slated for 2028 and was not related to the Silver Lake intersection. Christian confirmed this and mentioned that all the projects were still pending final council approval.

### **Upcoming General Meeting and Postcard Design**

Robbie, Lowell, and Christian discussed the upcoming general meeting scheduled for October 8th. Robbie mentioned a potential change in the meeting start time from 6 PM to 6:30 PM due to another event at the venue. The team agreed to finalize the postcard design by Tuesday, with Lowell needing to submit it by the same day. Robbie committed to resolving the start time issue and keeping the team updated. The meeting also touched on the transportation and development projects in the area, with Christian offering to attend the general meeting to address any questions.

### **Postcard Design and Community Display Tables**

Robbie, Lowell, and Susan discussed the layout and design for a postcard related to a general meeting and an election. Robbie suggested having one side dedicated to the general meeting and the other to the election, with a banner piece of art for the general meeting. Lowell agreed to update the text and wait for Robbie's artwork. They also discussed the possibility of having community display tables for Bend Bikes, Save Bend Green Space, and Pollinator Pathways. Susan agreed to provide flyers for her Sage Brushers event, which would be placed at the check-in table. Robbie offered to include Susan's event in the mix and mingle, but Susan decided to discuss it with Pam.

## **Upcoming Event Planning and Speaker Coordination**

Robbie and Lowell discussed plans for the upcoming event. Robbie will give welcome remarks and coordinate with the hotel for equipment for the Q&A session. Three speakers from Jacstraw, Timber Yards, and Bend Transportation and Mobility will participate. They decided to move the election to the beginning to avoid attendees leaving early. Robbie agreed to work on the agenda. She invited Jill to join the board or committee by filling out a form. Lowell suggested reviewing his prepared spreadsheet.

## **Upcoming Purchases, Event Planning, and Board Changes**

Lowell and Robbie discussed their plans for upcoming purchases, including food and supplies for an event. Robbie suggested they could reuse some items from a previous block party, such as cups and napkins. They also discussed the creation of a postcard draft and the need to change the time for an event to 6:30. Robbie mentioned that Susan might not be able to join the board due to her other commitments. They also discussed the possibility of appointing new members to the board before the annual election. Susan expressed her willingness to help with events and potentially join the board in the future.

## **Upcoming Meeting, Newsletter Content, and Hotel Booking**

Robbie, Lowell, and Susan discussed the upcoming meeting and newsletter content. They agreed to send a reminder email a few days before the actual meeting, and Robbie mentioned that she had created an Eventbrite page for the meeting. They also discussed the possibility of using a QR code for the postcard. Robbie mentioned a potential issue with the hotel booking, but decided to discuss it further with the hotel representative. Robbie planned to discuss this further with Barb Campbell.

## **Budget Cuts and Grant Application Challenges**

Robbie and Lowell discussed the budget cuts faced by their neighborhood association due to another NA using a grant for an advocacy event. Robbie explained that the city could have rejected the expenditure, leaving them without the money. Lowell questioned why the city didn't reject it. Robbie proposed getting their budget back to the regular level in the next funding cycle. An additional \$10,000 was added to the budget for all neighborhood associations. They also discussed the community grant application, with Lowell sharing that the postcard mailing might not be considered favorably due to being seen as an operating expense. They considered applying for a grant for their general meeting or a block party instead, depending on how Southwest Bend's application was received.

## **Budget Discussion and Block Party Grant Application**

Lowell and Robbie discussed the current year's budget, focusing on expenses such as postcard printing, general meeting costs, and website hosting. They considered the timing of future events, like a block party, and how it might affect their budget. Lowell suggested that if they sent out a postcard before June 30th, it would come out of this year's budget. They discussed the

possibility of applying for a grant for a block party, with the aim of raising more funds than needed. They considered the possibility of reducing the amount requested if the grant was not fully funded. Robbie suggested that they could put in an application for a block party, as it would be considered an above and beyond event. They also discussed the possibility of needing to find additional sponsors or food sources, even if they received a grant. The decision was made to put together an application, with the amount to be requested yet to be determined. Lowell and Robbie agreed to schedule a meeting for the following week to discuss the grant application. Robbie and Lowell discussed challenges with the application process, suggesting gathering more information from Southwest Bend.

### **Southwest Bend Application Process and City Code Appeals**

Robbie proposed approving the AI summary as the August board minutes, and they agreed to follow bylaws and city expectations. Robbie reported a lack of major projects, minor code changes, and a meeting about a new project in the old mill district. She detailed plans for a three-story amenities building at the amphitheater with bathrooms, food/beverage booths, and VIP seating to increase capacity and accessibility without obstructing views or sound. Lowell suggested potential ticket price or volume increases after construction. They discussed the city's tree code appeal by Pahlisch to LUBA, supported by developers and a YIMBY group, aiming to pressure the city council for negotiations despite the code's implementation and the city's reluctance to revisit it. Robbie expressed concern over the city's willingness to negotiate with developers, which Lowell shared. Robbie mentioned sending a newsletter encouraging people to email the council in support of the tree code.

### **Urban Growth Boundary, EIN Process, and Event Planning**

Robbie and Lowell discussed the potential for urban growth boundary site applications and the involvement of developers in the process. They also discussed the process of obtaining a new EIN for their nonprofit organization, with Lowell explaining the change from an online to a paper submission method. They also touched on the topic of business members and the logistics of an upcoming event, including the timing, setup, and distribution of flyers. Robbie planned to send a contract back to the event organizer, and Lowell agreed to work on the postcard design.

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