

**PALISADES NEIGHBORHOOD ASSOCIATION**

**BOARD MEETING**

03/14/2024, via Zoom

**Meeting Minutes** – approved at 4/11/24 General/Board meeting

1. MEETING START: 7:00 PM  
   WELCOME – Frederique Lavios, Chair
2. BOARD MEMBER ROLL CALL – Chris Durkee for Nancy Griffin

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Position** | **Name** | **Present** |  | **Position** | **Name** | **Present** |
| Chair  + Area 3 Rep | Frederique Lavios | X |  | Area 7 Rep | Roger Gray | X |
| Vice Chair  + Area 6 Rep | Brooke Subert | X |  | Parks Committee  + Area 8 Rep | Nancy Sage | X |
| Secretary  + Area 10 Rep | Nancy Griffin |  |  | Area 9 Rep | Meg Wilkinson |  |
| Treasurer  + Area 1 Rep | Jon Thies | X |  | Traffic Committee Area 11 Rep | Rob Heape |  |
| Area 2 Rep | Charlie Buck | X |  | Area 12 Rep | Harold Rust |  |
| Area 4 Rep | Jenny Cherrytree | X |  | Area 13 Rep | open |  |
| Tree Permit Coor.  + Area 5 Rep | Anni Miller | X |  | Past Chair | Mario Campbell | X |

ALSO ATTENDING – Rick Eilers, Kikki Avila, Carrie Love, Kyra Haggart, Marie Lewandowski, Kirsty Reilly, Dan Flynn, Chris Durkee

QUORUM - \_\_ \_X\_\_\_YES \_\_\_\_\_NO   
(There are 13 Board Members this term. Quorum is 7 Board Members or more.)

* TREASURER'S REPORT - Jon Thies, Treasurer
  + Status of Palisades Neighborhood Association (PNA) funds
    - $1,139.74 current balance
    - Annual pre-approved expenses refer to the City's 2024-2025 Neighborhood Enhancement Program (NEP) grant:
      * Neighborhood events & meeting refreshments: $650
      * Video conferencing: $150
      * Neighborhood meeting signs: $100
      * Website hosting: $100
    - Neighborhood Enhancement Program (NEP) application will be submitted by early May (deadline is May 31), may include AV equipment.
    - Other items not on the NEP preapproved list need to have their own application to be sent to the PNA Chair and Treasurer for review and processing
    - People are encouraged to donate: ways to donate on Donate tab on PNA website
* OLD BUSINESS
  + Approval of Minutes as corrected from previous meeting of 2/9/24
    - Moved in favor of approving by Chris Durkee, seconded by Jenny Cherrytree
    - Motion was passed unanimously by the board members in attendance.
  + Special report by Kyra Haggart, park analyst/project manager, LO Parks & Recreation regarding Rassekh Park phase 2:
    - Nancy Sage, Parks Committee, introduced Kyra and expressed PNA’s appreciation for her efforts to fund and buildout phase 2
    - Phase 2 scope is children’s play area, picnic area & structure (the 2 elements with the strongest PNA support), additional parking, & maintenance building.
    - Several attendees expressed concern regarding the safety of the large swing, similar to the new swing at Palisades Elementary School. The weight of the swing can cause serious injuries. Request was also made to consider multiple conventional swings.
    - Kyra will look into safety issue and feasibility of multiple swings.
    - Phase 1 (skatepark & extensive infrastructure) due to be complete Fall ‘24
    - Phase 2 could start near end of ’24 and be complete Spring/Summer ‘25
    - Phase 3 (athletic field and balance of parking) currently has no funding and schedule
    - City is seeking grant funding from the Oregon Parks & Recreation Dept. along with internal Parks & Rec funds to enable phase 2 to proceed.
    - PNA offered to help support the grant application process by providing a letter of support. Letter was drafted and distributed to board members prior to meeting
    - Motion was made by Nancy Sage to approve PNA’s letter of support, seconded by Jenny Cherrytree.
    - Motion was passed unanimously by board members in attendance
    - Letter is attached to these minutes.
  + Kyra’s report regarding Luscher Farm master plan:
    - At end of ’24 or early ’25, city will submit a Land Use application to Clackamas County to approve the Luscher Farm 2012 Master Plan, which will permit future work and approve work previously performed.
    - Master plan shows an additional sports field and parking area east of existing field, which Kyra said can’t and won’t be constructed by city.
  + Traffic and Safety Committee report by Frederique Lavios:
    - City received the letter from PNA expressing concerns re traffic and safety in streets around Lakeridge HS.
    - Letter had positive and quick response: City Manager’s staff contacted Frederique for more info, confirmed that the city wants to work with PNA to find solutions.
    - Chris Durkee gave Bill Connor’s report regarding meeting with Lake Oswego School District (LOSD) on 2/27:
      * LOSD represented by Tony Vandenberg, LOSD Project Manager, and Terrie Tamblin-Sheik, LOSD Coordinator of Community School and Youth Sports. Several PNA and neighbors also attended.
      * PNA was able to expand discussion beyond LU 06-0069 (City Land Use application approval for LOSD practice field), to include student parking, safety, trash, blocking mailboxes, and emergency vehicle access.
      * PNA members attending 2/27 meeting expressed their appreciation to LOSD for addressing the broader issues of safety.
      * Follow-up meeting set for 5/7, 5:00 PM at LHS to review all conditions of approval from LU approvals and Conditional Use Permits (CUP’s), strategies for better enforcement, and options for calming devices.
      * Subsequent to the 2/27 meeting, Tony V contacted Ken Allen (Palisades resident, C-3 site developer) and advised that LOSD is evaluating the feasibility of utilizing the “lower field” (S. side of Overlook, south of the baseball practice field, west of C-3 site) for student/staff parking. This is positive news!
* \*\*NEW BUSINESS \*\*
  + CHAIR REPORT- Frederique Lavios, Chair
    - Carrie Love has submitted candidacy application for Area 5 rep.
    - Several board positions will be open – 6, 10, 12, 13
    - Frederique will be seeking re-election as chair. [Note: After this board meeting, Frederique announced her willingness to serve another term as chair, so minutes reflect this updated info.]
    - All were encouraged to take the 5 minute survey prepared by Jenny Cherrytree.
  + COMMITTEE REPORTS:
    - Land Use Report - Chris Durkee, Committee Coor.
      * Ken Allen will be submitting the Land Use application in the next month, he’ll provide more info at general meeting of 4/11.
      * Chris and Meg Wilkinson attended the pre-app meeting for LU 24-0006 for minor alteration to the historic Sundeleaf home on Phantom Bluff Ct. We supported the opinion of the Historic Resources Advisory Board (HRAB) that the alteration was not consistent with the historic fabric of the home and removed historic elements, and therefore should be denied. PNA will support HRAB’s position on any future modifications/additions to this home.
    - Events Committee Report - Kikki Avila, Co-Committee Coordinator
      * General meeting on 4/11, Park Academy and zoom. Starting time is 6:00 or 6:30 – to be announced.
      * Kikki and committee are coordinating AV equipment, refreshments and logistics.
      * Carrie Love has the new yard signs. Every board member will get one to display in their PNA area.
    - Parks Committee Report - Nancy Sage, Committee Coordinator
      * See above “Special Report” by Nancy and Kyra Haggart.
    - Sustainability Committee Report - Brian Campagna and/or Kikki Avila, Co-Committee Coordinators
      * NA
    - Traffic and Pathway Committee Report – Rob Heape, Interim Committee Coordinator
      * NA
    - Communications and Technology Committee Report - Frederique Lavios, Committee Coor.
      * Over 850 subscribers
    - New website – Kikki Avila
      * New PNA site is almost done, will go to Frederique for final review before launch which is planned to be before the 4/11 general meeting.
    - Emergency Prep Committee Report - Rick Eilers, Committee Coor.
      * Neighborhood emergency prep meeting will be Sunday, 4/21, 2:00 PM via zoom to discuss disaster preparedness & survival for 1 month
      * The PNA FRS radio net seems to be losing members, and the division of Palisades into 2 zones/channels is causing some confusion.
      * Next net meeting (4/28, 6:30 PM) will be just one zone. [Note: After this board meeting, Roger Gray revised the next meeting date to 4/28, so minutes reflect this updated info.]
      * Rick encouraged those net members with radios who can’t attend to consider returning the radios so others who want to join the net can do so.
      * Net control will rotate among net members so we all gain more experience.
    - Roger Gray’s letter – PNA to PGE, Oregon Public Utility Commission, and City of Lake Oswego
      * Letter expressed concern regarding the recent multi-day outage in January, lack of PGE timely notices to residents, lack of accurate notices, and requesting a meeting with these entities to discuss options for improvements.
      * Letter was previously distributed to board members
      * Mario moved letter be approved, Brook Subert seconded, approved unanimously by board members present and by Rob Heape via proxy to Frederique.
      * Letter is attached to these minutes.
    - Tree Permit Committee Report - Anni Miller, Committee Coor.
      * Lots of trees down from wind storm a few weeks ago.
    - PUBLIC COMMENT
* NA
* CLOSING COMMENTS – Chair
* ADJOURN: 8:25 PM

Minutes prepared by Chris Durkee

*Chris Durkee*

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Date: March 16, 2024