

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
VIA ZOOM AND YOU TUBE LIVE STREAM
JANUARY 15, 2021**

DIRECTORS PRESENT: Keith Mobley, Jackie Schmid, Gerhard Beenen, Scott Gillies, Bill Burke, Clark Pederson, Brad Skinner and Mike Gocke

DIRECTOR ABSENT: Mark Murray

STAFF: James Lewis, Keith Kessarais, Susan Berger, Mark Smith, Leslie Knight & Jesus Mendoza

The meeting was called to order at 9:00 A.M. via Zoom.

OWNERS FORUM: Cindy McCabe, 13 River Village Condo, spoke in support of planned improvements to Mary McCallum Park in 2021, requested the Board work with the Resort and the Forest Service to address the dust generated from vehicles on the canoe takeout road, supports Class 2 ebikes for use on Sunriver pathways and is concerned about the parking issues at Harper Bridge in the summertime.

Marilyn Johnson, 4 Muir Lane, remains concerned about bicyclists and pedestrians along the road between Circles 3 & 4 as well as the number of people who ride their bikes after dark with no head or taillights on their bike and is curious as to why the rule prohibiting this is not enforced. In answer to President Skinner's question about the matter, GM Lewis noted it is an enforcement issue that would need to be taken up with the police chief and/or the SSD Managing Board. Ms. Johnson is also concerned about the number of people not adhering to social distancing and mask wearing mandates.

COVID-19 UPDATE

GM Lewis noted that SROA staff members continue to monitor and respond to state and/or county orders regarding COVID-19. Deschutes County is currently in the "extreme risk" category which means our facilities will have to remain closed until further notice.

SHARC has been closed since the directive came down from the Governor's office on November 18th. Appointments can be made with the Guest Services Office at SHARC for owners wishing to renew or obtain their Member Preference cards and to pick up their 20 complementary guest passes.

The SROA Administration Office remains closed to the public, however, staff is available via email and telephone to assist owners.

NORTH POOL COMPLEX UPDATE

Assistant GM Kessarais reported that despite winter weather, crews are making good progress on the North Pool Complex project. The storefront and glass are installed on the Welcome Building which is quite exciting. Crews have been taking advantage of some milder weather to get some concrete work completed. The trellis work is almost complete. Plastering of the pools and the landscaping of the area will occur in the spring. As has been noted before, the goal is to have construction complete around the first of May to allow staff 30-45 days to prepare the building for opening to our owners in mid-June.

TELECOMMUNICATIONS TASKFORCE UPDATE

Director Beenen reported on having received the draft of a modified service agreement from Bend Broadband (BBB) in early December 2020. Director Beenen along with President Skinner and GM Lewis had a phone conference with BBB reps where they expressed their concerns about several items. The

taskforce agreed to provide some language to BBB that they would like to see incorporated into the agreement to address those concerns. Earlier this week, GM Lewis received BBB's comments on the proposed changes SROA provided to them. In general BBB accepted most of the recommendations from SROA except for one area that will require further discussion. The taskforce will be meeting later this afternoon to review that input and feedback.

RENTAL REGISTRY TASKFORCE UPDATE

GM Lewis reported the group continues to meet on a regular basis having held their fourth meeting last week. The taskforce is in full agreement that this group should be renamed to the Rule Awareness & Compliance Taskforce as that what more clearly defines the issues they are addressing. Ultimately, the goal is to make sure visitors to Sunriver are aware that the community has rules that guests are expected to follow during their stay in Sunriver.

The taskforce has defined their major concepts including intent and purpose, goals the group hopes to achieve and action items necessary to achieve those goals. This will require periodic meetings to ensure things are working properly and goals are being met.

Director Beenen, who is a member of the taskforce, has created a test database to serve as an incident reporting tool. This database will only be accessible to the Sunriver Police and SROA whose job it will be to set up and maintain the database.

The premise of the database will allow incidents, whether it be a warning or a citation, to be logged into the database by property. Notification of the incident will then go to the owner and/or property manager alerting them to the incident. The taskforce has discovered an owner who utilizes a property manager may not be aware of ongoing violations occurring on their property.

One of the other options that the taskforce is considering, and have put into draft form, is a nuisance property rule which will hold the owner accountable for what happens on their property. The concept is that if, after a yet to be decided number of times, the police must respond to the same property for the same offense the owner would be assessed the fine. This puts the onus back on the property owner to either hold their property manager accountable or for those who rent their property out on their own, be held accountable for violations that reoccur on the property.

The taskforce plans on doing a mailing to all owners requesting they provide SROA with their emergency contact information and asking whether they rent their property. Further it will ask owners to indicate if they use a property manager, rent it out on their own or use a service such as VRBO or Airbnb. Director Beenen sees this database being used for more than just rental property violations. He envisions it being used to notify an owner of things such as a broken window, tree down on their property, etc.

The taskforce is also looking at establishing a communication campaign to assist in making visitors to Sunriver aware of the rules and regulations that may affect them during their stay.

Parking continues to be one of the problems the SR Police Department reports they deal with regularly. This is an issue that many visitors do not even realize they will have a problem with until they arrive with five cars to find the driveway only will accommodate three. One of the things the taskforce is considering is the requirement that the number of parking spaces available at a given property be listed prominently in the rental listing for that property.

GM Lewis reported the taskforce hopes to have their draft report to the Board at their February meeting and their goal is to bring the final report to the Board at their March meeting.

RECYCLE TASKFORCE UPDATE

Assistant GM Kessararis reported this group is very active having held eight meetings to date. They have broken into three sub-groups who are looking at the current proposed recycle center, side-yard recycling and alternate location recycling.

Mr. Kessararis noted that Deschutes County and Cascade Disposal have been very accommodating to the needs and issues that have arisen during these meetings. 97% of the recycling that comes out of Sunriver comes from the current depot with the Village and Resort's recycling efforts making up the additional 3%.

GM Kessararis reminded the Board of the recent recycle survey that was sent out to all owners who are signed up to receive SROA email. A total of 1988 owners or 67% of those who received the survey completed it. The results of that survey are posted on the SROA website, www.sunriverowners.org > Owners > Capital & Reserve Projects > Recycling Center Proposal > Survey Results Report.

Director Burke, a member of the taskforce, thanked owner Gary Bigham for leading this effort and the SROA staff for all their hard work in finding answers to the many questions that have come up as part of this process. Director Burke believes a side yard option will be at least one of the recommendations the taskforce will bring to the Board. He noted how many of the respondents to the survey were either unaware of the current recycle center option and/or did not realize as part of the agreement SROA has with the county, people who live outside of Sunriver such as Caldera, Crosswater, etc. can currently use the recycle center. Continued education efforts will be necessary going forward.

Director Pederson, also a member of the taskforce, noted that if Sunriver chooses to close the facility to anyone from outside of Sunriver, the county will no longer be willing to contribute funds towards the building or operation of a new facility.

Assistant GM Kessararis also noted that Deschutes County has indicated they are committed to providing curbside recycling to the unincorporated areas outside of Sunriver over the next couple years.

The taskforce is on track to present their findings and recommendations to the Board at their February meeting.

GM Lewis thanked Assistant GM Kessararis for his hard work and fortitude while shepherding this project along. There have been a lot of strong viewpoints, questions and comments expressed and through it all Mr. Kessararis has been the consummate professional.

PUBLIC WORKS FACILITY CONCEPTUAL PLAN

SROA Public Works Director Mark Smith reminded the Board of some of the issues that have prompted this effort which include safety, efficiency, and asset protection of both equipment and our most valuable asset, our employees. The current Public Works yard is a hodgepodge of buildings, some of which were never intended to be used as a public works facility.

A needs assessments process was completed over the past couple years with input from staff and the help of an architect. A copy of the latest iteration of the proposed plan was provided to the Board at today's work session. As far as implementation, there are two existing structures that would remain and some existing buildings that would be removed and/or replaced.

The covered cinder storage shed is currently under construction and is due to be completed in 2021. This will provide covered storage for the cinders used on the roads during the winter months eliminating the

need for Public Works employees to have to dig the cinders out of the snow and ice before they can begin work.

The decommissioned old sewage treatment building that currently houses the Public Works staff will be removed and replaced with a multi-purpose building that will house the maintenance shop, tool & equipment storage, conditioned storage space, employee lockers, restrooms, and an employee breakroom. The engineering for said structure is budgeted for and scheduled to occur in 2021 with construction possibly occurring in 2022.

PW Director Smith elaborated on the current safety issues, noting the location of a very busy recycle center which is placed in the middle of an area where a lot of heavy equipment is also staged which results in ongoing safety issues that need to be addressed.

Additionally, we currently have several millions of dollars' worth of rolling stock sitting out in the weather year-round affecting the longevity of those pieces of equipment. The efficiency of operations would be greatly improved if this equipment were housed in covered storage thus eliminating the need to dig a necessary piece of equipment out of the snow and/or ice when it is needed.

Director Beenen noted the Sunriver Service District's (SSD) current desire to improve work facilities for both the fire and police departments by either remodeling the existing fire station to accommodate both departments into a Public Services Building or building a new structure to accommodate both departments.

While they do not currently have the necessary funding available for such a project, the SSD plans to move forward with the proposal in 2021. SROA Public Works Director Smith commented that his understanding is that while a future remodel of the fire station is possible, safety and efficiency needs remain at the top of the list of issues to be addressed first and other desired elements will be phased in over time and as funds become available.

President Skinner thanked PW Director Smith for this presentation and for the proactive steps that are being taken regarding this issue.

CONSOLIDATED PLAN PROPOSED LANGUAGE CHANGE DISCUSSION

Section 8.05 of the Consolidated Plan is currently written in a way that presents challenges when it comes to the request for an Appeal Hearing as it requires the Board President and the Chair of the Covenants Committee to be available within a 14-day time frame from when the request for an appeal is received. If one of those two people happens to be unavailable, the Plan does not currently allow for substitutions.

This proposed change would allow for the Vice President, Secretary or Treasurer of the Sunriver Owners Association to serve as a member of the Appeals Board in lieu of the President for a hearing on that matter. Similarly, if the chairperson of the Covenants Committee is unable to serve, the proposed change would allow the President of SROA to designate another member of the Covenants Committee to serve as a member of the Appeals Board for the hearing on that matter.

Any change to the Consolidated Plan must be voted on by the Sunriver owners and must receive at least 60% of votes cast for a measure to pass. If the Board wants to move forward with this in 2021, ballot language must be established and approved by April 17, 2021 which is why the Covenants Committee and staff are bringing it to the Board's attention now.

COMMITTEE POLICY CLAIRIFICATION

In 2018, the Board approved several changes to the Nominating Committee charter one of which was to include the SROA Human Resources Director as a member of the committee. Due to an oversight, this was not reflected in Section 12 of the SROA Committee Policy, a copy of which is provided to all SROA committee members.

This housekeeping item is on the Board's agenda for action tomorrow's regular board meeting.

SROA EMPLOYEE HANDBOOK SICK LEAVE PROPOSED CHANGE

HR Director explained the definition of "certain family members" in the SROA employee sick leave policy is based on the Oregon Family Leave Act (OFLA) and the Family & Medical Leave Act (FMLA).

Neither of these laws include siblings in their definition of "family member". To the extent that SROA'S sick leave policy is separate from these leave laws, SROA staff is proposing to have siblings added to the list of family members defined in the sick leave policy as "certain family members" thus allowing an SROA employee to use their sick leave to care for a sibling. Additionally, staff proposes to extend the same accommodations currently provided for bereavement leave to the loss of a sibling.

This item is on the Board's agenda for action at tomorrow's regular board meeting.

SR RULES & REGS FIRST READING SECTIONS 2.02, 4.03 & 5

At the December 19, 2020 Board meeting, the Board was presented with first reading language from the Covenants Committee relative to watercraft and parking. The Board sent the proposed language back to the Covenants Committee and requested more clarification.

The new language the committee has established is now being presented to the Board for consideration of a first reading. Additionally, the committee is suggesting some minor modifications to Section 2.02, Parking, so the two sections (Section 2.02 and 5.07) align and to ensure the rules are enforceable.

Lastly, the committee is recommending changing the fine for violation of Section 4.03-C Fireworks, from the current \$250 to \$2500.

If the first reading is approved the proposed changes will then be posted on the SROA website for a minimum of 60-days or until at least March 17, 2021 and notice of the proposed changes with instruction on how to find the information on the SORA website will be published in the Sunriver Scene. Owners will be provided an email address where they can provide their input. All comments received will be provided to the Board when the changes come back to the Board for action.

President Skinner thanked Covenants Committee Chair Patty Smith who was in attendance for the committee's hard work on these proposed changes.

REVIEW OF 1/16/21 AGENDA

The Board reviewed the agenda for tomorrow's meeting.

OTHER BUSINESS

COMPREHENSIVE OWNER SURVEY

Assistant GM Keith Kessar reported the workgroup assigned to this project has been meeting regularly and recently reviewed the latest draft of the survey. The draft will be distributed to the Board via email for their review in the coming days.

The survey will go out via an online platform around the middle of February. Once the online version is closed, any owner who did not respond online will be sent a hard copy of the survey to complete.

President Skinner thanked Assistant GM Kessararis for this update.

There being no other business, President Skinner asked for a motion to adjourn the meeting and move into Executive Session.

Director Schmid moved to recess the public meeting and adjourn into Executive Session under the authority given in the Sunriver Bylaws, Article IV, Section 10 to discuss contractual, personnel and legal matters that may be subject to a claim of privilege. Seconded by Director Beenen, motion passed unanimously.

The public meeting recessed at 10:15 A.M.

The public meeting resumed at 10:30 A. M.

There being no other business, President Skinner asked for a motion to adjourn the meeting.

Director Beenen moved to adjourn the meeting. Seconded by Director Schmid, motion passed unanimously.

The meeting adjourned at 10:31 A.M.

Respectfully submitted,

Jackie Schmid, SROA Secretary