

**JOINT MEETING OF THE  
SUNRIVER OWNERS ASSOCIATION (SROA) & SUNRIVER SERVICE DISTRICT (SSD)  
PRINGLE ROOM @ SHARC & VIA YOU TUBE  
April 16, 2021**

**PRESENT:** SROA Directors: Brad Skinner, Bill Burke, Mike Gocke, Keith Mobley, Clark Pederson, Scott Gillies, and Mark Murray

**PRESENT:** SSD Managing Board: Dennis Dishaw, John Ralston, and Robert Foster  
Ron Stephens & Bill Hepburn attended via Zoom.

**PRESENT:** SROA/SSD Directors: Jackie Schmid & Gerhard Beenen

**STAFF:** SROA Staff: James Lewis, Keith Kessarais, Patti Gentiluomo, Mark Smith, Susan Berger, Brad Olson & Jesus Mendoza

SSD Staff: Fire Chief Tim Moor, Police Chief Cory Darling, SSD Administrator Debra Baker, Lieutenant Michael Womer and SSD Administrative Assistant Mindy Holliday.

The joint meeting of the SROA Board of Directors and the Sunriver Service District Managing Board was called to order at 9:00am.

**ROLL CALL**

SROA President Brad Skinner called the meeting to order, welcomed those in attendance and did roll call for the SROA Board.

SSD Managing Board Chair Bill Hepburn did roll call for the SSD Board declaring a quorum present.

**Owners Forum:** Randy Schneider, 6 Dixie Mtn. Lane, as a member of the Rules, Education & Compliance Taskforce commended SROA GM James Lewis & Police Chief Cory Darling for the excellent job they did in guiding the taskforce process along while considering a variety of opinions. Mr. Schneider noted both Boards can be proud of their collaboration and the report being shared today.

Cindy McCabe, 13 River Village Condo, thanked the Board for the recent Town Hall Forum held and hopes another one will be held sooner rather than later, she requested the paving of the new walking path be fast tracked to the beginning of summer instead of the end of summer and urged the Board to find a solution to the dust on the canoe takeout road in the summer. President Skinner responded that the paving at Mary McCallum Park will occur as part of the fall paving projects and will not be done as a standalone summer project. Compressed aggregate will be in place for summer. President Skinner also noted the Board is working with the Resort (SRLP) and the Forest Service to find some solutions to the dust on the canoe takeout road.

**OPENING REMARKS**

SROA President Skinner thanked everyone in attendance noting it is crucial that we all work together for the greater good. With COVID-19 affecting international travel, Sunriver remains in high demand as a travel destination plus we have seen an increase in full-time residents moving to Sunriver over the past year. Mr. Skinner also thanked the members of the Rules, Education & Compliance Taskforce noting the importance of their work in preserving the ambience of Sunriver.

SSD Managing Board Chair Bill Hepburn also welcomed all in attendance noting this meeting was cancelled last year due to it being right when the COVID-19 outbreak hit. Mr. Hepburn appreciates the collaboration that has taken place between SROA and the SSD as the entities do rely on one another

especially in the past year when consistent, accurate messaging was so important. Chair Hepburn thanked President Skinner and his predecessor Keith Mobley for their part in fostering that relationship. While we have some serious issues ahead to deal with, we have also worked through some tough challenges, especially the past several months, and had some fruitful discussions that have improved what we do in Sunriver. Chair Hepburn thanked SROA for their part and cooperation in that effort and he looks forward to building on that in the future.

### **RULES EDUCATION & COMPLIANCE TASKFORCE REPORT/RECOMMENDATIONS**

SROA GM James Lewis started by acknowledging the members of the task force which included SROA Board members and staff, SSD Board members and staff, full-time residents, part-time residents, owners who rent their properties and owners who do not along with several long-time property managers. This mix provided a well-rounded group who offered a measure of lively input at each meeting.

GM Lewis provided some background noting that in April 2020, the SSD Managing Board passed a resolution requesting SROA establish a “rental registry” to improve safety and livability for all Sunriver residents and guests.

In July 2020, the SROA Board created a taskforce based on a five-point directive to achieve the overarching goals of safety and livability. The taskforce started meeting in October 2020 and have held six meetings to date culminating in the report being presented today.

The primary issues were identified and summarized and served for the basis of discussion in subsequent meetings:

- Be an entire community plan and focus on all “visitors” not just renters.
- Be consistent with the rental agreements used by property managers.
- Be very inclusive of the property managers because they manage most of the rentals and are typically the first line of contact.
- Be a tool to incentivize compliance rather than be punitive in nature.
- Be called a Sunriver Education & Compliance Registry.
- Have a significant part of the education component administered by property management/rental companies.
- Have a partnership among all entities for overall consistency and longevity of the program.
- Have accuracy in the contact owner database/list.
- Focus on the safety of visitors and owners.
- Not be a source of revenue for SROA or the Sunriver Police Dept. through fees or fines.
- Have equity in rule enforcement among all visitors/renters/owners.
- Ensure security with all information.

Additionally, some further issues were identified by the taskforce as being important to the long-term success of the program:

- There must be a way to make owners accountable for visitors/guests (for chronic nuisance properties).
- Acknowledge that educational documents in renter hands are only so effective and do not ensure compliance.
- There should be communication with neighbors of rental homes.
- There should be a progression of steps for addressing complaints:
  - Property Manager
  - Owner
  - SROA

- SSD (Police/Fire)
  - The information from the program should be shared with all owners.
  - On-going communication between all stakeholders (as the specific representation of the taskforce members illustrates) must be maintained to ensure successful results.
  - Develop a set of metrics for each property (such as available parking spaces) that can be provided to visitors to prevent violations.
  - There must be ongoing communication with all owners regarding rule education and compliance measures.

As the rationale for the project was discussed, some common thread Goal Themes evolved.

- Education – for all visitors, renters, and owners.
- Compliance – for the community safety and ability to enforce rules.
- Steps that homeowners can take.
- Reduce violations over time.
- Ensure a degree of buy-in to the process.
- Create a “responsibility map”.
- Response mechanisms should be fast, efficient, and effective.
- Create a long-term scenario where active enforcement can be minimized.
- Keep track of visitors – generate occupancy reports.

The taskforce then set about developing the Purpose and Intent statement, along with the identified Goals which establish both the initial and long-term guidance for the program. The statements will allow owners and visitors alike to understand the rationale for the project and the ensuing action items, educational materials, incident reporting database and nuisance property rule. They also provide a degree of consistency that can be utilized for overall rule and regulation compliance in Sunriver as the community evolves over time and new/different stakeholders become involved in the direction and management of the community.

#### Purpose and Intent

- To provide continued safety, livability, and community harmony for all Sunriver residents, owners, and visitors through improved communication, education, compliance, and partnerships among all stakeholders.

#### Goal Statements

- Develop an open and consistent line of communication between SROA, SSD, Police, Fire, Property Management Companies and Sunriver Resort.
- Develop educational tools and processes that are easy to distribute and understand.
- Empower and support the appropriate partner/entity to enforce the rules.
- Develop and maintain partnerships that create a “buy-in” to the program and provide coordination and assistance between partners.
- Identify methods by which effectiveness can be measured.
- Develop an incident reporting data base that is highly accurate and that can be updated at regular intervals.
- Consider a legal means to identify and hold owners of nuisance properties accountable for chronic violations.

Action items were developed and are the implementation tasks that are necessary initially and long-term in order to make the program successful:

- Compose a standardized rental agreement attachment (both hard copy and online versions) to include all pertinent SROA rules – to be used by property management companies for residential rentals.
- Develop consistent/standardized educational/informational materials for distribution and posting in homes and throughout the community (for easy recognition) – possibly as a welcome packet that can be used by owners and property management companies before and when a visitor arrives.
- Develop an enforcement tree/map for all owners and stakeholders – this will list the proper course and order for reporting complaints and rule violations, and for responsibility for notice to cure (1. Property Managers (if known) 2. Police 3. SROA).
- Develop and adopt a Nuisance Property Rule that establishes metrics for determining which properties are subject to chronic violations and provides a means for holding the property owners accountable upon such determination.
- Implement the incident reporting database – including deciding who is responsible for database management and which parties have access to the tool.
- Obtain Covenants Committee and Legal Counsel review of the Nuisance Property Rule following Board of Directors authorization.
- Develop a set of metrics for each property (such as the number of vehicular parking spaces allowed at each residence) – to be stored as part of a database and used by owners/property managers for visitors and renter to/in Sunriver.
- Empower and support enforcement – enforcement by property management companies, SR police/fire, SROA. Enforcement should be consistent and follow the enforcement tree/map with support by/through all stakeholders (with reporting by all to the database). Recognize that enforcement is done by varying degrees depending on the severity of the infraction – with the police using their judgement and discretion in this regard.

Database – Incident Reporting – Through discussions with the taskforce it was decided that a separate property database for all Sunriver properties would be necessary to accomplish the goals of the taskforce.

- A database for all Sunriver properties is necessary for the specific purpose of tracking rule violations and to ensure that either the owner and/or property manager were made aware of the occurrence.
- The database will allow Sunriver Police, Fire and SROA to track violations by property to seek correction and resolution and not solely punishment.
- The database is an important tool in tracking violations and determining nuisance properties and implementation of the proposed Nuisance Property Rule.
- This will allow owners and property management companies to be notified about and track violations by property so that corrective actions can be taken prior to declaration of a nuisance property.
- The information will be available only to the SROA & the Sunriver Police.
- Information about each property will be based on existing SROA databases and additional information supplied by owners via a voluntary Emergency Contact Form – with updating on a regular basis.
- The added incentive and benefit to all owners, especially absentee owners, is that if unforeseen circumstances happen at a specific property, measures to contact and correct such situations can be taken.

Nuisance Property Rule – The overall concept for the creation of a Nuisance Property Rule is to address those properties that have become chronic violators by virtue of the multiple visitors that occupy the properties throughout the year. It was recognized that, typically, these are properties that have large homes with many bedrooms which can accommodate multiple families or many people. In short, it was recognized by the taskforce that more people equate to more vehicles, more noise, and an overall opportunity for more violations.

- Intent is to address those properties that have chronic rule violations and ultimately hold the owners accountable for the actions on their property – regardless of the occupant.
- The property owner or property manager is often unaware of the multiple violations or complaints that were made against a particular property.
- Part of the rationale of this rule is that Sunriver is a community that is comprised of permanent residents in addition to visitors and such chronic nuisance properties have a derogatory impact on the livability for all.
- The proposed Nuisance Property Rule includes metrics for determining when the nuisance property threshold has been met:
  - A Nuisance includes, but is not limited to, conduct occurring on a Sunriver property resulting in two or more notices or citations in a 30-day period, or four or more notices or citations within a 180-day period, issued to the owner or their guests, licensees, or invitees.
- The draft included in the report Rule was reviewed by the taskforce, the SROA Covenants Committee and SROA legal counsel.
- The penalties escalate from the initial Class C offense (\$250) to Class B (\$500), to Class A (\$2,500) based on repeated offenses.

Conclusion & Recommendation – The taskforce held six separate meetings to discuss the Purpose and Intent of the project, to develop project Goal statements and to initiate Action Items to bring the project to fruition in the spring of 2021. Based on the foregoing, the taskforce concludes that the following items will contribute to the reduction of rule violations in Sunriver via combination of measures implemented toward rule education and compliance/enforcement. The measures are recommended for implementation as listed below.

SROA will take the lead in the following:

- Creating educational materials with a consistent marketing theme (brand).
- Create educational material packets for distribution to new and existing owners, businesses, property management agencies.
- Develop a standardized rental agreement attachment listing rules inherent to Sunriver for inclusion with rental agreements.
- Continue to utilize existing SROA publications (Scene, Owners Directory, Sunriver Map, etc.) to advertise rules and regulations.
- Create an incident reporting database to be updated and maintained on a regular basis.
- Create an “enforcement tree” for appropriate reporting of violations, with the inclusion of a list of Frequently Asked Questions.
- Develop, adopt, and implement a Nuisance Property Rule to hold property owners accountable for chronic violations on their property.
- Develop parking metrics (among others if necessary) to be utilized/advertised by property management agencies and property owners to establish the maximum number of vehicular parking spaces available on each property.

- Continue to organize follow-up taskforce meetings on a regular basis (semi-annually or otherwise as necessary) to review the effectiveness of the rule education and compliance program.
- Empower and support all forms of enforcement, whether through Sunriver Police or Fire Departments, SROA, or property management agencies.
- Continue to participate in semi-annual or other meetings as necessary on an on-going basis to ensure that the Purpose and Intent as outlined in this document is implemented over time.
- Look for opportunities to provide incentives for all owners and visitors to Sunriver to abide by all rules and regulations.
- Support the Sunriver Police Department on the implementation of a “neighborhood watch” program.

Recommended Educational Materials - The following materials were recommended:

- Common themed (per marketing campaign) posters for multiple locations (kiosks, Village businesses, Resort, rental homes, SHARC, parks – any place where people congregate).
- New owners and visitors/renters rule packets.
- Videos per rules topic (pathway use, parking, noise, river use, etc.).
- Flyers (possibly trifold) that can be distributed at multiple locations.

Recommended Information Requests

- SROA will distribute (mail, email) a voluntary Sunriver Emergency Contact Form that requests specific information from each property owner about the nature of the use of their residence. This will allow for capture of Airbnb/VRBO properties into the database.
- Meetings will be organized with each local property management company to request a list of properties that they manage for inclusion in the incident reporting database.

Recommended Communication Tools & Processes

- Rules continually posted to SROA website and social media.
- Continued “Rules” pages printed in the Scene.
- Owner email notification.
- Sunriver Owners Guide & Directory.
- Sunriver Map.
- TV Channel 3 – only available for Bend Broadband customers.
- Downloadable documents.
- Owner e-notifications.
- Live venues, such as town hall meetings.
- Property Management Companies

Recommended On-going Meetings/Updates

- It is recommended that the taskforce, or subsequent replacement “stakeholders’ group” in the future, be retained for semiannual meetings to discuss seasonal experiences, issues, successes, and failures.

- Recommendations to the affected entity (SROA, SSD/Police/Fire, property managers, owners, etc.) will evolve as lessons are learned over time.
- Periodically conduct “industry” meetings that engage representative from various businesses that can influence rule compliance in Sunriver (such as bicycle and rental companies, trash collection, etc.)

#### Recommended Database Administration and Access

- The incident reporting database should be created, maintained, updated, and monitored by SROA. The only access to the database should be SROA and Sunriver Police staff.
- The security of the database is of the utmost importance – information included in this database will not be shared beyond SROA and Sunriver Police personnel who are the only entities charged with SROA Rule enforcement, having the ability to issue citations.

#### Recommended Rule Changes/New Rules

- SROA should adopt the proposed Nuisance Property Rule (NPR) to hold property owners accountable for actions occurring on their property regardless of the offending party.
- Recommend the NPR to the SROA Covenants Committee for review and critique, as well as for suggestions on appropriate fines for the SROA schedule of fines.
- Per the on-going meetings suggested herein, additional rule changes and additions may be necessary on an as-needed basis.

The Boards held discussions and had several questions relative to the report. Police Chief Darling commented he believes the number of chronic violators is a relatively small one and the addition of the Nuisance Property Rule with the graduated fines would go a long way in addressing the issues. SSD Chair Hepburn added that having accurate contact information for each property will greatly assist both the Police & Fire Departments and he thanked SROA for their strong participation in this effort. GM Lewis added that he believes voluntary buy-in by owners is key and he hopes owners who rent their homes will appreciate the fact that the taskforce did not support a mandatory program whereby owners are required to license and pay SROA to rent their Sunriver property and will see the added value of this type of program.

#### **CHIEF’S REPORTS / EMERGENCY PREPARDNESS**

Fire Chief Tim Moor reported their department experienced a very interesting year because of the COVID-19 outbreak and saw record low numbers of ambulance transfers early on noting that in March of 2020 they only transported three people for the entire month which is not normal. Transport and calls levels have returned to pre-pandemic levels and approximately 85% of their calls are ambulance calls with the remaining 15% being fire, rescue, and motor vehicle accidents.

Chief Moor’s department is now squarely focused on the upcoming wildfire season with annual required fire and safety training underway. The department works with wildland partners, the Oregon Department of Forestry and the United States Forest Service and Chief Moor commented on how impressed he has been since he arrived on the job, with how strong Sunriver’s relationships are with those important entities.

Chief Moor reported in the summer of 2020, the Fire Department experimented with a seasonal paramedic program that was designed to help shift the ambulance load in the busy months of June, July & Sunriver Owners Association/ Sunriver Service District

August. The program was very successful from a deployment standpoint and that program will be continued in the summer of 2021.

Emergency preparedness is of utmost importance to both the fire and police departments. Chief Moor reported that in the past he and Police Chief Darling have partnered on emergency preparedness presentations to the community. As part of the recent review and update of the SSD Strategic Plan, he and Chief Darling found they have room for improvement from a communications effectiveness standpoint.

Subsequently an Emergency Preparedness Communications Group comprised of members of the SSD organization, Susan Berger representing SROA, and several community members was formed with the objective of ensuring SSD is communicating effectively as possible. The group will be reviewing all current communications efforts, an example of which is the very well-done website that SROA staff member Susan Berger created, [www.sunriveremergencyinfo.com](http://www.sunriveremergencyinfo.com).

To date, the group has held one meeting and agreed on three strategic areas to work on:

1. Review the [sunriveremergencyinfo.com](http://www.sunriveremergencyinfo.com) website and update, as necessary.
2. Create social media messaging.
3. Property Manager/Rental agency messaging and how best to message to visitors/guests.

Chief Moor reported he and Chief Darling have met three times to date with Deschutes County emergency managers and their discussions have been focused on the Emergency Operations Plan (EOP) and an Emergency Operations Center (EOC). There will be some slight modifications to the existing plan and a training session will be held in mid-May.

Chief Moor reported both the SSD Board and the Fire Department are supportive of the proposed Deschutes County building code changes that would require new construction in unincorporated areas to use fire resistant building materials and for 100 feet of defensible space around the structure to be cleared and maintained. Additionally, there are some additional bills being considered at the state level that would put stricter building requirements in place for unincorporated areas.

Chief Moor spoke to the value of his department's relationship with Natural Resources Department and the important ladder fuels reduction work that they do.

There are two new items that are being added to the emergency information the departments provide. The first comes from the National Fire Protection Association (NFPA) and is called Outthink Wildfire. This program aims to eliminate the destruction of communities by wildfire by 2050 and to be successful, must include voluntary community efforts in prevention and protection. The public outreach the two chiefs do on an ongoing basis will hopefully help get the word out about the importance of individual responsibility of reducing flammable materials on one's property.

The second new item the departments will be adding is an emergency notification program called Zonehaven through a grant to Deschutes County Emergency Management. The system will be able to isolate impacted zones delivering emergency messaging, to include evacuation directions if required. Chief Moor stressed the importance of a tool such as this especially during the busy summer months. He anticipates the program coming online in the next couple of months.

In closing Chief Moor reminded everyone to sign up for emergency alerts at [www.Deschutes.org/911/alerts](http://www.Deschutes.org/911/alerts) and to receive information specific to Sunriver text SRALERTS to 888777. If you need assistance signing up the Fire Department can help. The Chiefs recommend registering and/or signing up for both. For more vulnerable members of the community, when you sign up on the Deschutes.org site there are places where you can indicate if you will need special assistance



during an emergency.

Police Chief Cory Darling reported his department is now fully staffed with the two newest officers currently completing their field training. One officer has been assigned to the Deschutes County District Attorneys office, under a grant, working as a domestic violence investigator. Chief Darling thanked the SSD Managing Board for allowing him to over hire one position to ensure the community has full coverage while this one officer is away. Wages for this officer are being compensated by the County and this is a great opportunity for her and her career development.

Efforts related to bike patrol and the upcoming summer months are ramping up with six of last year's bike patrol staff planning to return this year. Department staff is interviewing applicants for the other two open positions later today. Chief Darling noted he and SROA GM Lewis have had ongoing conversations about pathway activity including the opportunity to bring staff on earlier than normal if necessary.

Chief Darling does not anticipate any down time due to several officers retiring in June. The COVID-19 pandemic, over the past year, affected planned training in the police department, but they are now ramping up for and getting back into a variety of training topics.

Chief Darling noted his department did not experience a reduction in calls because of COVID-19 and in fact their calls for service have increased.

Chief Darling spoke to emergency preparedness noting he and Chief Moor were unable to engage with the community much in the past year and he hopes they can once again get out in the community and share vital information. They also plan on supplementing those in-person opportunities with some preparedness videos the two chiefs are currently working on. They will be posted to the websites and promoted via various social media channels. Additionally, the chiefs will be doing a Sunriver You presentation on emergency preparedness in June.

There will be an emergency center operation training in mid-May provided by Sergeant Nathan Garibay who is the Emergency Manager for the Deschutes County Sheriff's Office. A test of the siren system is scheduled for May 19<sup>th</sup> at noon. The chiefs will also be meeting with Resort personnel next week to review emergency preparedness information. Lieutenant Womer has been working with our more vulnerable population identifying those who need special assistance in the case of an evacuation and working with Deschutes County to get them into that specific identifying database.

Chief Darling noted he is also looking forward to the launch of the Zonehaven app that will be a great tool for both departments in the case of an emergency. Additionally, they have been engaging with the Citizens Patrol team to start up the Neighborhood Watch program again and Chief Darling has asked the members to work to identify full-time members on their streets who can assist in getting the program up and running. Chief Darling also sees this as being a good vehicle to push emergency preparedness information and hopefully develop a culture of emergency preparedness and get people constantly thinking along those lines.

In the recent update of the SSD Strategic Plan, Chief Darling reported they discovered there are members of the community that are not up to speed on this type of preparedness so they are really taking a hard look at that communication model to determine what they can do better. The departments have produced a Sunriver Emergency Preparedness Information handout that will serve the need of something tangible to hold on to and refer to as we proceed into the future.

### **SROA SUMMER PREPAREDNESS**

SROA Public Works Director Mark Smith reported that SROA has an employee safety committee who meet monthly and one of their goals for the past year has also been emergency response and preparedness.

Working with the safety committee, each department has put together a plan specific to that department including a plan for evacuation. Ongoing training and some practice drills have taken place to enable staff to fine tune their individual plans.

Additionally, there will be a new radio system in place in the coming weeks to allow staff to communicate between departments should we lose cell phone coverage. This radio system will also allow SROA staff to communicate with SSD staff. He thanked the SSD for their assistance in finding the right system to accommodate the need.

Some minor spring road work will take place with the major work occurring in the fall. Extensive measure will be taken to ensure the SSD, owners, local contractors, property managers, etc. are notified when and where the work is happening.

The pickup of ladder fuels started this month and crews will pick up limbs, branches, and bitterbrush, but no pine needles, once a month from now through October. Owners should leave their pile on the edge of their property next to the road and not next to bike paths. Crews hit every street in Sunriver the first week of the month.

### **LADDER FUELS REDUCTION PROGRAM UPDATE**

SROA Natural Resources Director Patti Gentiluomo reported her department is currently in the bid process for the 2021 ladder fuels reduction (LFR) program and fuels reduction on common area and they hope to start the work in May.

Regarding the update/review of the Ladder Fuels Reduction Plan, staff is currently in technical review with some of the partners to the plan. The Natural Resources Department and SR Fire Department will host a field trip in May to look at the effectiveness of our fuels treatment on commons as well as the timing of when and how often each area is treated. They will also be looking at the compatibility of wildfire suppression efforts. Other participants will include representation from the US Forest Service, Oregon Department of Forestry and Deschutes County.

### **SSD FACILITIES**

SSD Managing Board Director John Ralston reported that for many years both the police and fire departments have identified deficiencies in their current facilities. There has been discussion on upgrading and creating efficiencies through a combined Public Safety Facility to house both the police and fire operations under one roof.

Conceptual drawings were done in 2014 and in 2019. In 2021, the updated SSD Strategic Plan identified analysis of the building options should be pursued through a taskforce who will work through to the conclusion of the entire project. The Phase I analysis is currently in progress and steps are being taken to populate the taskforce.

Both the police and fire departments, by code, are designated as essential facilities which means they are to be operational during an emergency. Currently neither the police nor fire department meet those necessary requirements.

Currently the Sunriver Police Department is housed in the same building as SROA. The space they occupy is an essentially an office space that was not designed with the security standards common in the industry today. Security is a significant concern, there is no secure interview room, no holding facility, inadequate storage for evidence, insufficient weapons storage and lack of a private interview room for victim interviews. There is no back-up generator to support the station during an outage and ensure continued operations in an emergency, no back-up generator for refrigerated evidence and no shower facilities should an officer become contaminated in the performance of their duties. Additionally, they

need more and better workspace and more storage areas.

The Fire Station was built in 1995 and the structural integrity and seismic standards of the building are suspect. The building had to be vacated in 2018 due to heavy snow load which caused concern about compromised response times as apparatus was staged in other locations. The HVAC system is inadequately zoned, the emergency generator has limited capacity to maintain operations in an emergency.

Storage of critical duty gear is inadequate to include turnouts and SCBA related equipment. There is no decontamination area to ensure biohazards encountered on medical and fire calls are not brought into the living quarters of the station. Additionally, the current station is not adequately designed for mixed gender crews.

A joint facility has several advantages, not the least of which, would be the intermingling of the personalities daily while still maintaining required departmental security. Director Ralston noted how refreshing it is that our fire and police departments get along so well as that is not necessarily the norm.

Joint facilities could include a common community meeting room, common conference rooms, common training rooms, a shared workout/exercise room and administrative space sharing. Greater coordination of common issues such as emergency preparedness would occur.

Next steps include the populating of the taskforce to assist the Board in the analysis of all the components. Phase I, currently underway, will evaluate the options of remodeling the existing fire station versus building a new stand-alone station. A location analysis will be done based on response times, lot size, zoning, and potential purchase. The taskforce will also look at the analysis of ownership versus leasing options, a complete cost analysis and financing options available.

Support of the community, homeowners and electors will be evaluated, and educational and media efforts will bring the message to all parties. Based on the outcomes of those efforts, determination of the feasibility to move forward with construction will be made.

Chair Hepburn noted they are in the very early stages of this process and much more information will be forthcoming as they work through the process. He noted his appreciation to SROA GM Lewis for his assistance in this effort. Director Dishaw noted the arrival of both Chief Darling and Chief Moor to the SSD in the past couple years has ushered in a new level of professionalism and expectation which is not matched by the current facilities. This influences morale and it is important to provide the SSD personnel with the proper tools, including a facility to do their jobs at the highest level.

There being no other business, SROA President Skinner adjourned the meeting at 10:36 A.M.

Respectfully submitted,

Jackie Schmid, SROA Secretary

Bill Hepburn, Chair SSD Managing Board