

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
SROA BOARD ROOM
DECEMBER 16, 2022**

DIRECTORS PRESENT: Gerhard Beenen, Scott Gillies, Linda Beard, Tony De Alicante, Larry Ishmael, Bill Burke & Clark Pederson

DIRECTORS PRESENT VIA ZOOM: Julianna Hayes & Keith Mobley

STAFF: James Lewis, Keith Kessariss, Patti Gentiluomo, Joe Healy, Mark Smith, Susan Berger & Jesus Mendoza

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

OWNERS IN ATTENDANCE: 2

NATURAL RESOURCES DEPARTMENT - STAFF INTRODUCTION

Natural Resources Director Patti Gentiluomo who has been leading the Natural Resources Department for the past 16 years introduced the rest of her staff members, Technician Don Barnes, Specialist Claire McClafferty, and Specialist Tess Phillippi.

Don Barnes noted he moved to Sunriver in 1990 following his retirement. He was a frequent volunteer at the Sunriver Nature Center and when SROA decided to have its own natural resources department, he was asked if he could help out for a “few weeks.” That was over 20 years ago, and Don still works part-time in that department and is pretty much known in the community as Don the tree guy.

Natural Resources Specialist Claire McClafferty who originally hails from Ohio, has been with SROA for 7.5 years originally splitting her time between Natural Resources and Community Development. This provided her with a great depth of understanding of SROA, the owners, all the different rules of Sunriver and the rules that apply to any exterior work on an individual property. For the past two years, Ms. McClafferty has shifted to working only in the Natural Resources Department and in that capacity, she is able to assist owners through education on private properties and assist SROA management on issues that may arise on commons. These activities can include anything from individual requests to evaluate trees that an owner has concerns about to flagging common areas for the annual ladder fuels reduction work. Additionally, Ms. McClafferty assists in surveying commons for weeds or other types of vegetation and recording said information for use in the future if the need arises. Ms. McClafferty is appreciative of this good introduction to the community and the interaction she has with Sunriver owners.

Ms. McClafferty is also heavily involved in record keeping for the Natural Resources Department. Environmental considerations are always changing, and a lot of properties have changed hands in the past few years making the use of a geographic information system (GIS), various databases and detailed notes very important. The department is always trying to improve these processes so they can provide the most accurate information available.

Tess Phillippi is the newest member of the Natural Resources staff having started at SROA approximately one month ago. Ms. Phillippi graduated from the OSU Cascades campus in 2021 with a degree in Natural Resources Policy Management. She noted she is learning a lot and has been spending a good amount of time in the field shadowing with either Claire or Don. A native Oregonian, Ms. Phillippi noted how pleased she is to be able to stay in Central Oregon area doing what she enjoys.

The Board thanked the Natural Resources staff for all of their efforts on behalf of SROA and for taking a little time away from their busy schedules to be here today.

OWNERS FORUM: Scott Hartung, 1 Lost Lane has some questions relative to the proposed changes to the firewood rules and the bulk buy agreement with TDS but offered to wait until those agenda items are addressed today as his questions may get answered as part of those updates.

IT STRATEGIC PLAN TASKFORCE UPDATE

Susan Jain, the Chair of the IT Strategic Plan Taskforce led the presentation introducing the taskforce members who were in attendance either in person or via Zoom, Jim Fister, Perry Olson, and Paul Evanson.

Ms. Jain again thanked GM Lewis, SROA IT Director Brad Olson and Assistant GM Kessarlis for their help and support with this undertaking and reminded the Board of the group's vision, mission, and goals.

Vision: IT is to serve as a strategic enabler for all SROA operations, thereby improving operations, productivity, and satisfaction of SROA team members.

This plan will focus on SROA operations; at the same time, they acknowledge and embrace the broader observation that better leverage of IT offers significant potential for improving the Sunriver experience for all key stakeholders.

Mission: To create a three-year strategic plan and budget proposal addressing SROA IT requirements.

1. Leverage the expertise of SROA owners to lay a strategic foundation upon which SROA can operate confidently and follow a roadmap to build for an increasingly IT centric future.

2. Embrace an approach that protects SROA and owner interests while also being practical, affordable, and actionable.

Goals: 1. A strategic plan to be approved by the SROA Board in time to be incorporated into the 2023 planning cycle, with mid-year revisit to ensure adequacy for immediate-term needs.

2. Waste no time in acting on any opportunity or risk areas that can be immediately addressed.

The taskforce identified the following as the IT priorities for SROA:

1. Security and continuity to deliver reliable, continuous, and secure IT services.
2. Networks to provide ubiquitous, reliable, fast, and secure IT operations.
 - Proprietary network is industry standard.
 - SROA network is partial, incomplete (e.g., Members Pool)
3. Cross-departmental GIS requirements for public safety, better operations, and increased owner value (Public Works, Natural Resources, Community Development, Recreation.)

Ms. Jain noted the two main exposures identified when taking an architectural view of the SROA IT priorities are security/resiliency/compliance and the network.

Taskforce member Perry Olson whose field of expertise is security outlined and reviewed the security and continuity observations noting they are the number one concern for today's IT departments. Mr. Olson noted the average cost of a data breach in the US is \$9 million per event. Security breaches are the number one reason for rapid chief information officer/chief information security officer departure and what keeps them up at night.

Bad actors have many opensource tools to find and target the most vulnerable systems and SROA has experienced at least two documented incidents, including a ransomware attack.

Security has three major components: protect, detect, and respond. The taskforce observed that protection has been the focus for SROA, and is minimally acceptable: requirements include better tools, more automation (including Multi-Factor Authentication [MFA]) and less reliance purely upon the IT team. Detection and response capabilities are currently minimal and need attention/investment.

The historical “Meets Minimum” approach, highly dependent on the IT manager and staff, is an untenable strategy going forward as it presents undue risk for SROA and its stakeholders. It puts undue stress and exceptional working hours upon the IT staff and impedes overall SROA productivity by closing down systems access off-hours.

Continuity and recoverability have received minimal attention and need a substantial upgrade. Human vulnerability is a key risk for organizations of all sizes and must be prioritized.

Why does security matter? In order to continue to maintain the continuity of services required, SROA’s digital footprint will continue to grow significantly for the foreseeable future thus we must ensure we secure our computer infrastructure to ensure we are not an easy target for bad actors. Security incidents are inevitable, but we can make it difficult to impact our most critical assets.

Mr. Olson then outlined the considerations of going from meets minimum to defense in depth as well as the options for threat protection, threat detection & response, and continuity and recovery. Mr. Olson also outlined the types of threats that companies like SROA are subject to as well the layers of protection needed to keep the bad actors away. He then reviewed the immediate, intermediate, and longer-term strategic recommendations as well as what has been accomplished to date.

Taskforce member Paul Evanson discussed network and communications observations noting network requirements for a strong, secure, and reliable SROA IT infrastructure are essential and continuously growing. The taskforce recommends a clear and ongoing process to define the ‘campus.’ For a strong IT infrastructure, the network needs to move first, be secure, and be always on. While spot improvements are helping, the recommendation is for a strong upgrade plan for the entire SROA campus for operations at SROA facilities, field operations, and SROA owner-driven requirements to be assessed in the future. It’s important to get ahead of backbone upgrades to existing facilities and secure ten-year (forward-looking) reliability across the campus. This can be accomplished by optimizing options: lease, buy, partner, build & own.

Taskforce member Jim Fister touched on the considerations and options for network and communications connectivity noting the criticality of connection both current and future, requirements for GIS, strategic implications, ease of connection, upgradeability, opportunity for expansion for SROA, and future resident/visitor needs. Mr. Fister outlined possible options categorized from critical to own down to non-critical but need watch moving forward and he reviewed several steps that have already been taken thanks to Board approval, including increasing the bandwidth at SHARC to eliminate a network bottleneck, capitalizing on the opportunity to lay fiber to the Member Pool at significant cost savings, and confirmation of key SROA hub locations included in the fiber to the home plan.

Intermediate items include assessment of the potential of creating direct access to network source and storage yard, alternate direct access network option from SHARC to a different vault, explore options for ubiquitous connectivity throughout the campus via an efficient combination of fiber and Wi-Fi, and assess

and develop a plan for owner and visitor requirements in concert with fiber to the home. Longer-term is the necessity to stay consciously abreast of new and improved technologies as they emerge. Mr. Fister also reviewed the data on the task force's Geographic Information System (GIS) observations noting that currently the database is limited to owner properties only, condos are treated as a single property and common areas are not identified or accessible. We do have access to the Deschutes County GIS system which has a lot greater resolution and detail and possible negotiations with the county would be worth exploring either in a reduced rate to their GIS capabilities or possible integration of our data with theirs to provide better information for both parties. While they have a broader range of data, SROA has more detailed data.

It's important that the department staff members that would be utilizing the system be involved in the decision making of application requirements and use of GIS equipment in the field. While the IT department can provide guidance, the people who will be in the field using the equipment know what it is they are hoping to accomplish. From a critical ownership standpoint, it comes down to the equipment and personal outfitting as the departments define, adding the critical details on existing properties and finding the partners to allow us to increase the resolution of the database and the GIS maps.

The immediate recommendation for GIS is to start with owner lots, then tying all SR parcels into the GIS database including common and other SROA parcels, linking to county GIS map/resources, identifying, and addressing immediate improvement opportunities and setting and managing to the departmental goals. Intermediate and longer-term recommendations include increased resolution on GIS items, mid-term improvement opportunities and all vehicles/personnel in field equipped to use/update GIS database.

Taskforce member Paul Evanson reviewed the observations made in regard to the benefits and risks of using the cloud which is quickly becoming the de facto standard for IT. Moving to the cloud provides all technical resources for corporate applications, can be set up at multiple locations for disaster recovery, and offers a broad array of choices, and configuration of server infrastructure. Recommendations include upgrading the current Capex + maintenance to a Opex model, close management to avoid unnecessary costs, the choice of managed services such as data base management and photo services, and the fact that network connection is required on at all times. The taskforce further recommends dual network providers in critical locations. While SROA has gotten a start, it is only in the most basic areas forced by obsolescence and the lagging areas such as GIS are the ones with the highest potential benefit.

The taskforce believes that what makes the most sense for SROA would be a hybrid model as then you can pick and choose what makes the most sense for your organization. A slide illustrating what applications different departments are currently using for different functions was provided and strategy, options, and process were further discussed.

The immediate recommendations of the taskforce are to replace the obsolescing phone system with a cloud-based alternative, complete IT inventory and build ongoing management system, create a three-year IT operating plan, and identify and plan for low hanging fruit migration opportunities. Intermediate term recommendations include selection of a primary cloud provider, building of a single environment with perimeter security, building sub-domains for individual applications, soliciting software as a service (SaaS) cost for SaaS likely applications and configuring all reports and recommendation services. Longer term recommendations include annual strategy and operational plan update, IT as a strategic enabler for SROA operations and completion of all migrations.

From an investments outlook, the taskforce estimates a minimum two times increase in the IT budget will be necessary to operate at the deserved standard. This can be achieved incrementally with 1/3rd of the increase included in the 2023 plan. This will also bring a substantial shift in expense category from almost

entirely capital expense to 50% or more as operating expense. Opportunities for self-funding should actively be explored and departments should participate directly in the IT budgeting process to foster collaboration and accountability.

Hiring an IT Director is the top priority followed by GIS analyst and security specialist. Hiring versus outsourcing or contract should always be considered due to naturally fluid requirements and opportunities. Increased automation can significantly increase SROA productivity across the board and IT's role should be defined as strategic and not reactive. Additionally, SROA should continue to pursue collaboration with other Sunriver entities such as the Resort, the Village and like municipalities. The base investments are included in the 2023 budget.

The next steps for the taskforce will be to act on any follow-ups from today's meeting and maintain a focus on security and continuity. Additionally, they will be available to support and advise on hiring of SROA IT Director (e.g., input to job description, candidate assessment, etc.) and continue to be on call in an advisory capacity while the strategy is operationalized in 2023.

The Board has several questions for the taskforce and thanked them for their hard work on this important issue as well as their participation at today's meeting.

ADMISSIONS MODEL WORKGROUP UPDATE

Assistant GM Keith Kessarar provided a breakdown of recreation statistics for the month of November.

As of November 30, 2022, a total of 7,329 Member Preference Program (MPP) cards have either purchased or renewed. Of that total, 5,835 were renewals and 709 were new cards. The remainder are extended family passes or long-term renter passes. This is 50 less than the end of November. At the end of November, the MPP revenue totaled \$498,155 or 101.2% of the annual budget.

In regard to the 2022 Recreation Plus Program (RPP), as of November 30, 2022, there were 924 homes and/or condominiums signed up on the program, the same number as the end of November and which is the highest number participating since the SHARC facility opened. Last year at the same time there were 842 properties participating in the program. Mr. Kessarar also provided a breakdown of the RPP's by the number of bedrooms. Revenue at the end of November stands at \$2,302,690 or 110.4% of the 2022 budget.

Gate revenue is currently at 108% of budget currently sitting at \$540,292 against a budget of \$500,000. This is good news given the fact that we did not allow for any gate revenues in 2020 or 2021 due to COVID restrictions on the number of attendees allowed in the facility at a time.

SHARC hosted a total of 6,517 attendees to the facility in the month of November compared to 5,416 in 2021 when SHARC was still affected by COVID restrictions that were in place. Of that number, 2,828 were owners, 2,394 were RPP pass holders, 49 were member guests, 337 were extended family and 218 were gate admissions. Year to date, 192,449 people have utilized the facility compared to 99,299 in 2021 when stricter COVID restrictions were still in place.

Assistant GM Kessarar noted that Events Manager Camille Collard has stayed busy with holiday gatherings and space rentals currently total \$90,625 which is over \$63k better than budget. Assistant GM Kessarar announced that sadly Ms. Collard has resigned as her husband, a helicopter pilot, has been offered a position with a company in Hawaii that was too good to pass up. Her last day was Tuesday, and she will be missed as she's done a fantastic job.

Through the end of November 2022, staff had issued 56,408 paper guest passes and of those 11,185 have been redeemed at SHARC and 4,644 were redeemed at the Member Pool. We will see another uptick in the use of these passes over the upcoming Christmas and New Year's holidays.

Mr. Kessarlis noted that while MPP memberships are good until the end of January, owners were able to purchase their 2023 updates as of yesterday, December 15, 2022. This can be done in person at SHARC, or if just renewing it can be done over the phone, 541-585-5000 and online at sunriversharc.com > Programs > SROA Member Preference Program (beginning in January.) The Member Services office hours are 9:00 A.M.– 4:30 P.M., seven days a week.

The Board thanked Assistant GM Kessarlis for his consistently thorough reporting of these important statistics.

LONG-TERM RV STORAGE RATES DISCUSSION

Assistant GM Keith Kessarlis reminded the Board of their decision in November to approve the 2023 operating budget with the exception of the long-term RV storage rates. This was due to direction provided by the Board for staff to find out what other storage facilities in the region are charging as well as what the true annual costs for operation of the storage areas is.

Research was conducted and as an example a 12ft. x 30ft. spot that SROA currently charges \$325 per year for costs between \$1,140 and \$1,173 for the same size space at three different locations in Bend. Spacemaker Storage in the SR Business park currently charges \$480 but are raising that to \$600 per year beginning in 2023. If you eliminate Spacemaker from the equation, SROA currently charges 33% of what other companies also providing outdoor storage are charging.

Public Works Director Mark Smith noted that as the Board is well aware, there is currently a very long waiting list for people looking for long-term storage for their recreational vehicles with some people having been on the waiting list in excess of two years. Additionally, a number of the current spaces are rented by owners who may live permanently on the other side of the mountains but know they can get a much better price by storing their RV in Sunriver than in their hometown.

The annual costs of operating the storage areas including labor, streetlights, plowing and depreciation total \$73,890 with budgeted revenue for 2022 set at \$96k leaving a net revenue of \$22,110. This number can change on a yearly basis though if we have a winter with a lot of snow and additional plowing is required.

In answer to a question from Director Burke regarding some owners having more than one spot, PW Director Smith reported that many years ago when there was not such a demand for spaces, it was not an issue for an owner to have more than one space. Now, owners who have had multiple spaces in the past, are limited to no more than two and once those expire through attrition, an owner is limited to one space only per property.

President Beenen asked about any plans for major upgrades, paving, and possibly providing some covered storage in the future. PW Director Smith commented that there are not currently any plans to expand or create additional storage areas but if that is something the Board wants to explore, staff can certainly look into it further.

Assistant GM Kessarlis reminded the Board that when the new leases started last year, prices increased by 30% partly due to the installation of the automatic gates and all the expenses tied to each of those storage areas. and what is being proposed for 2023/24 is a 9-11% increase with the thought being that smaller, incremental increases are better than a large one every ten or twelve years. This also aligns with the

advice provided by the consultant who evaluated all SROA fees a few years ago and strongly recommended increasing rates more frequently in smaller increments rather than hitting owners with an unexpected large increase.

The Board held further discussion on the proposed amount of an increase for the next lease cycle and Assistant GM Kessarlis noted that the Board does not have to decide on this by tomorrow. The current leases run through the end of June 2023, so there is some time yet if the Board needs more time. The Admissions Model Work Group will meet again in January, and this is one of the items they will be discussing. Mr. Kessarlis believes it will be ready to come back to the Board for consideration in February.

The Board thanked the staff for this excellent data and reporting today.

SR RULES & REGULATIONS SECTION 4.02 FIREWOOD DISCUSSION

GM Lewis reminded the Board this item came to the Board for a first reading at the September 17th Board meeting. Following that first reading, the proposed amendments were presented for owner comment for sixty (60) days. At the November 19th Board meeting the Board considered the numerous owner comments received and directed the Covenants Committee to consider additional amendments that addressed the concerns provided in the owner comments.

The Covenants Committee met on December 8th and reviewed all the owner comments received, and refined the language as requested by the Board.

The most notable changes are:

1. Increasing the number of cords of wood allowed from two cords up to three cords.
2. Having the distance that firewood must be stored at or beyond 20 feet from any structure.
3. Providing an exception that from November 1st until May 1st, firewood may be stored 0-10 feet from any structure up to the property line as long as the doors of the structure are not blocked to allow adequate access for first responders and their equipment.
4. Wood is to be stacked in the four by four by eight pattern and fence building or bookending between trees is not allowed.
5. Notwithstanding the timeframes established herein, SROA may impose different timeframes (with adequate notice provided to owners), based on emergency situations.
6. The effective date for compliance is May 1, 2023, with these requirements ongoing unless and until otherwise amended.
7. Violation of Section 4.02C constitutes a Class B (\$500) offense.
8. Exceptions to the three-cord limit on the quantity of visibly stored firewood must receive written approval from SROA subject to the following criteria:
 - Certification that firewood is a primary source of heat for the home.
 - No more than five (5) cords of wood shall be present on the property at any given time.
 - All provisions for placement and stacking as specified in Section 4.02C shall still apply.

The Board held further discussion on the old wood piles scattered around the community where in many cases the wood is so old it is black, unsightly, and obviously not being used. Director De Alicante noted that one of the things discussed in the Covenants Committee meeting was whether or not SROA, more specifically Public Works has the resources to remove those piles with owner consent. Another option discussed by the committee was to provide owners who have said piles with a list of organizations that will gladly take wood donations to assist those less fortunate who may have a hard time getting the wood themselves. GM Lewis noted that he has had conversations with both the Covenants Committee and the

Natural Resources Director as to how you know when wood is not burnable. It may turn darker in color but is still burnable until it gets to the point where it is decaying and falling apart. President Beenen commented that being said, the idea behind the rule is the desire to allow owners to have wood piles that they are actively using to heat their home, otherwise there is not a valid reason to have wood piles of any age on one's property.

Scott Hartung, 1 Lost Lane questioned what the intent of the changes is, aesthetics or fire safety? Director De Alicante responded that as liaison to the Covenants Committee he was in attendance at the December 8th meeting at which both Fire Chief Moor and Natural Resources Director Patti Gentiluomo were also in attendance and the number one concern from a fire department standpoint is fire safety, followed by access and egress for first responders, and then aesthetics which is based on the significant number of complaints both staff and the Board hear on a regular basis about old wood piles, stacking wood between trees which can damage tree roots and also result in a canopy fire and fence building with wood along property lines.

Director Burke mentioned the discussion from last month regarding the possibility of the fire chief possibly doing a short video that could be sent to owners stressing the importance of compliance with these rules for the overall safety of the community by getting wood away from structures, especially during the critical summer months. GM Lewis responded that he believes the fire chief would be happy to assist with that effort.

Director Pederson also noted that with the proposed reduction from five to three cords of wood per property, there could end up being issues with wood/logs generated on commons not being collected by owners on a yearly basis. If there is remaining wood/logs these would need to be removed from commons so as to eliminate the intended fuel load reduction. If wood does remain on commons as a result of the rule change this could generate an additional cost to SROA for removal unless other means of removal are sound such as volunteer collection and donating the wood. Aside from noting this potential financial impact, the true financial impact will not be realized until after the rule has been in place for a full season of fire fuels reductions and owner collection and the amount of remaining wood can be determined.

An additional financial impact is the degree of work required of SROA staff to inspect and ensure compliance with the new requirements. The inspections can/will occur as have been done in the past for the existing rule, however, if there are many properties that are out of compliance, the number of citations and follow-up with this process could prove very time consuming.

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

SPECIAL ELECTION BALLOT MEASURE STATEMENTS FROM BOARD

President Beenen commented the Board has two statements that need to be approved tomorrow for inclusion in the Voters Pamphlet that will be mailed out to owners for the Special Election in January. The statements were circulated to the Board for input after the November meeting. The first is in relation to the necessary changes to the Consolidated Plan to comply with House Bill 2534 and no comments were received. The second is in regard to the Bulk Services Agreement with TDS and input was provided by Directors Burke and Gillies and that input has been incorporated into the statement provided to the Board at today's meeting.

The Board held further discussion on the issue which is on the agenda for action at tomorrow's meeting.

REVIEW OF 12/17/22 BOARD MEETING AGENDA

The Board reviewed the agenda for tomorrow's regular board meeting.

OTHER BUSINESS

Director Burke commented on the current confusion in the community regarding the side-yard recycling in Sunriver which is set to begin on January 3, 2023, noting he has been instructing people to contact the county commissioners and to please copy the SROA Board on any correspondence they send to that body as this was a decision at the county level after the failed vote of the owners to upgrade the existing recycle facility. Mr. Burke noted the importance of everyone understanding and being on the same page on the issue.

GM Lewis explained that Deschutes County is the body that approves the franchise collection companies for the different areas of Deschutes County. Cascade Disposal is the franchisee for Sunriver for both trash and recycling. The County, as part of the services provided by that franchisee, approves those services. Going back a couple years, Cascade Disposal and the Deschutes County Solid Waste Department were approached by some owners in Sunriver saying we want side-yard recycling in Sunriver which the County and Cascade Disposal ultimately agreed to provide. The County Commissioners decide on what the fee will be and how the fee will be paid. The Commissioners are also the ones who decide if the service is an optional one or not. In Sunriver's case, the Commissioners voted that if you have garbage service in Sunriver you will automatically receive and be billed for the recycling service whether you use it or not.

Assistant GM Kessarlis added that he and GM Lewis have worked on document regarding recycling that will be uploaded to the SROA website and should answer most questions owners may have. Additionally, the Community Development department will allow some flexibility for 2023 in regard to where you can put your recycling container if there is not room in the current garbage enclosure. The recycle container and glass bin can be left adjacent to the trash enclosure on pickup day if there is currently not enough room in their current enclosure but only for 2023. Owners will need to have modified their enclosure by the end of 2023 to accommodate the additional containers.

Regarding the current recycling center, now that the side-yard recycling is set to begin, SROA will need to evaluate what the reduction in the volume coming to that location ends up being. Because we are also looking at other Public Works geography and improvements to that area that will affect where the current recycle bins are located, the decision will have to be made as to its future. Does the recycle center completely go away, get reduced, relocated, or eliminated and when that would occur. We simply won't know the answer to that until this program has been in place for a while and we see the volume of items still being brought to the current location. Director Pederson added that in previous discussions regarding this issue, the Board has said they would give it a year of time after side-yard recycling starts to see the impact as Sunriver is very cyclical in terms of the number of people using the facility, but it will ultimately be a Board decision whether to reduce, relocate or completely close the facility.

ADJOURN

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

Director Gillies moved to recess the public meeting and reconvene in Executive Session under the authority given in the SROA Bylaws, Article IV, Section 10 to discuss contractual, personnel, and legal matters that may be subject to a claim of privilege. Seconded by Director De Alicante, motion passed unanimously. Seconded by Director De Alicante, motion passed unanimously.

The public meeting recessed at 12:13 P.M.

The public session reconvened at 1:40 P.M.

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

Director Burke moved to adjourn the public meeting. Seconded by Director Ishmael, motion passed unanimously.

Respectfully submitted,

Scott Gillies, SROA Secretary