

**JOINT MEETING OF THE
SUNRIVER OWNERS ASSOCIATION (SROA) & SUNRIVER SERVICE DISTRICT (SSD)
SSD FIRE STATION TRAINING ROOM**

April 14, 2023

PRESENT: SROA Directors: Bill Burke, Keith Mobley, Clark Pederson, Scott Gillies, Larry Ishmael, Linda Beard

PRESENT VIA ZOOM: Julianna Hayes

PRESENT: SSD Managing Board: Bill Hepburn, John Ralston, John Shoemaker, and Robert Foster

PRESENT VIA ZOOM: Jim Fister

PRESENT: SROA/SSD Directors: Tony De Alicante & Gerhard Beenen

STAFF: SROA Staff: James Lewis, Keith Kessar, & Patti Gentiluomo

SSD Staff: Fire Chief Tim Moor, Deputy Fire Chief Rod Bjorvik, Police Chief Michael Womer, and Police Lieutenant Stephen Lopez

Also in attendance was Doug Nelson, Owner Representative and Project Manager for the Public Safety Building.

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 Gerhard Beenen called the meeting to order, welcomed those in attendance and did roll call for the SROA Board declaring a quorum present.

SSD Managing Board member John Shoemaker did the roll call for the SSD Board declaring a quorum present.

Public Forum/Owners Forum: Randy Schneider, 6 Dixie Mtn Lane, commented on the increasing number of ebikes he sees on the paths including classes that are not allowed in Sunriver. He noted he normally doesn't like to bring an issue forward unless he has a solution for it but in this case, he unfortunately does not know the answer. He hopes that the two Boards working together might have a solution.

OPENING REMARKS

SROA President Beenen thanked those in attendance noting this yearly bringing together of the two boards is a valuable information sharing opportunity. He noted that there will be one change to today's agenda and that is to move Doug Nelson's report up on the agenda so he can get on with the rest of his day.

PUBLIC SAFETY BUILDING UPDATE

Owner representative and Project Manager Doug Nelson reported the Design/Construction and stakeholders team continues to meet and develop the project designs and bidding documents.

Bid package one will focus on the western addition to the facility. That will be bid by Kirby Nagelhout Construction, the general contractor for the project starting next week. The second bid package will follow and will include the site/landscape plan as well as additions/renovations to the existing fire station. They anticipate breaking ground on the project on June 26, 2023.

Mr. Nelson reminded the group that this effort started in September of 2022 and currently things are right on schedule. The estimated construction period of the project is approximately eighteen months. There will be refinements as the project moves forward and they would like to finish sooner than the 18 months projected.

The project has gone to the SROA Design Committee and has been approved with conditions which they hope to have completed by mid-May.

In regard to Deschutes County land use, the 30-day completeness review was approved on March 31, 2023. They are now waiting for the letter with that approval and for the appeals period to expire. Mr. Nelson projects they should have the land use approval by mid-May. Final building permit documents have been submitted to Deschutes County and the hope is to have the permit in hand by June 23, 2023, so they can break ground on the 26th.

Mr. Nelson noted they are working with Midstate Electric on the primary electrical utility for the fire station. Currently the main power line for the building runs through the west of the property and inhibits construction. Midstate will be relocating the current power grid to the edge of the property.

SROA LADDER FUELS REDUCTION (LFR) PLAN – REVISED DRAFT

SROA Natural Resources (NR) Director Patti Gentiluomo reported to the group that there has been some version of a ladder fuels plan in Sunriver since not long after the Awbrey Hall fire in 1990. A fuels modification plan was produced in 1991 in collaboration with the Sunriver Nature Center. In 1995 the plan was further developed and retitled the Ladder Fuels Reduction (LFR) plan. The plan was then revised again in 2003 and that is the version we are currently operating under.

The LFR is a very good plan and was considered very progressive plan at the time it was written between the Awbrey Hall fire in 1990 and the Skeleton fire in 1996. There was a real push at that time to make Sunriver acknowledge that fire exists on our landscape and to perform those items that not only protect the community and structures but include forest management and protection of our forests as well.

Approximately two years ago in the spring of 2021, the Natural Resources staff began a complete review of the current plan which started with a field trip coordinated by the Sunriver Fire & Police Departments, and which included the Natural Resources staff as well as individuals from our partner agencies.

The plan was put on hold during the fire season and the first draft of the proposed revisions was presented to the SROA Board in June of 2022. The proposed revisions were then posted to the SROA website for 60 days to allow for owner comment. All comments received were considered carefully and changes were incorporated where possible and it was then returned to the SROA Board in August of 2022. At that time, the Board chose to put the plan on hold to allow more time for owners to be educated about the proposed changes.

In October of 2022 a virtual town hall meeting was in conjunction with the Sunriver Fire Department via the Sunriver You platform. Since that presentation, additional changes have been made to the document that the Boards have been provided with at today's meeting.

The plan itself details forest health and wildfire risk reduction so this plan has a direct effect upon public

safety thus the close relationship with both the fire and police departments. Sunriver is an urban forest made up of many different ecosystems of which forests are just one of. Additional examples of Sunriver ecosystems include the great meadow, transition zones, the riparian areas, and the wetlands. We acknowledge that the community is located in the wildland urban interface and that on our landscape we are not a stranger to fire. We are in a fire adapted ecosystem where there would be low intensity frequent fires that would naturally come through the landscape in days gone by. What we do mechanically on commons mimics those natural fires that would otherwise occur.

SROA had been doing forest management for over 25 years for forest health such as insects, disease, hazard trees, etc. but which also includes the ongoing conversion back to predominantly ponderosa pine trees in the community. The Natural Resources Department works to reduce wildfire risk in our forest while recognizing that we have two types of fuels in Sunriver. The first is “built” fuels which is homes, buildings, and other structures including the contents and the second is “vegetative” fuels. It’s important to keep those two fuels separated so that if a structure is on fire it doesn’t interact with vegetation and vice versa. In addition to reducing wildfire risk, the NR staff works to enhance wildlife habitat, constantly striving to reach the right balance each year.

The LFR Plan exceeds state standards, as it has going back to the beginning of the plan. The plan utilizes best available science and direct firefighter experience as well as woodland fire behavior knowledge. The department does not operate in a vacuum, and they interact with area partners on a regular basis throughout the year.

Ms. Gentiluomo noted the revised plan includes both recommended and required items. Included in that is the “Zone Zero” information and how important it is to keep the area between your structure, which is considered zero, and continuing up to five feet from the structure free of any combustible or ignitable materials. Defensible space, coupled with home hardening, is essential to improve a structure’s chance of surviving a wildfire. Defensible space is the buffer you create between a building and the grass, trees, shrubs, or any wildland area that surrounds it. To that end, if an owner wants to remove items that fall within that five-foot zone, they do not have to obtain a permit to do so.

The plan acknowledges that there is a collective benefit as it applies to both private properties and commons. Items that are performed on private property in terms of increasing that structures survival and reducing ignition sources along with the commitment by SROA to perform forest management and reduce fuels on commons result in better community preparedness. Part of that is maintaining that healthy forest landscape, acknowledging hardening the home and those concepts, protecting our first responders, maintaining safe and functional ingress and egress routes within the community and individual preparedness in the case of a shelter in place or evacuation situation.

SSD Managing Board member Hepburn noted that he went on the field trip Ms. Gentiluomo referenced and that it was very educational for a lot of reasons. It was also good affirmation that what SROA has been doing with the LFR program is indeed working and is a very good program. The thing that stuck out to him was the number of individual privately owned lots that are poorly maintained from a fire wise standpoint. He also feels one of the positives that came out of it is the reduction in the amount of firewood that can be stored on a property at any given time. He is concerned about homes that have juniper or other flammable bushes and/or deciduous trees close to their structure. The challenge is how best to achieve better compliance on individual properties. Perhaps the time frame allowed to bring a property into compliance should be shortened or stricter penalties should apply for non-compliance.

Ms. Gentiluomo commented that properties in Sunriver are inspected every other year unless the owner has received a courtesy notice in which case their property is inspected yearly as there are items that need to be addressed. If the situation is not remedied in the allowed timeframe, the owner is then sent a non-compliance letter. A non-compliance letter allows the recipient 30 days to remedy the situation and still

meet the July 1st deadline to have the work done. If the work is not completed by that time, the citation amount can be raised to \$2500, and it progresses from there. On occasion there have been property owners who have received up to four progressive citations on one property in an effort to achieve compliance. Ms. Gentiluomo also noted that the courtesy postcards that are sent to owners are signed jointly by SROA and the fire chief. The overall goal of the LFR is compliance which creates a safer community for all. Having the fire chief sign on to these efforts goes a long way with some owners for which SROA is appreciative.

Natural Resources along with input from the Fire Department have created a checklist for owners to use to gauge their level of preparedness. The department also has information on home hardening, how to pack an emergency bag, etc. Education is key and the NR department takes every opportunity to educate owners on fire preparedness living on the high desert and would welcome more opportunities to partner with the Fire & Police Departments to continuously get the word out about the importance of maintaining properties in a way that reduces fire danger as much as possible.

GM Lewis noted adoption of this plan is an action item on the SROA Board's agenda for tomorrow.

Ms. Gentiluomo answered a number of questions and provided clarification on some items as well. The Board's thanked Ms. Gentiluomo for this update and for being in attendance today.

SROA FIREWOOD RULES UPDATE

SROA GM James Lewis reminded those in attendance that the new firewood rules, Section 4.02 C, G & I that were approved by the Board earlier this year go into effect on May 1, 2023. The new rule limits the amount of wood that can be visibly stored on your property as well as the proximity to the home or other structures. If you're an owner who has excess or unused firewood now is the time to clean it out.

Amount of Wood

- The amount of stored wood on a property is limited to three visible cords. This is the amount a causal user may use utilize seasonally as supplemental heat, for ambiance, etc.
- All visibly store firewood shall be neatly stacked in a rectangular fashion (a cord of wood is 4x4x8 feet in size). Using trees as "bookends" to hold stacks of firewood is prohibited.
- An owner can request an exception to the three-cord limit with approval from SROA and subject to meeting the following criteria:
 - Written certification that firewood is the primary source of heat for the home.
 - Having no more than five (5) cords of firewood at any given time.
 - Following all provisions for placement and stacking of firewood.

Owners requesting more than the three allotted cords can fill out a "Firewood Exception Request" form on the SROA website, www.sunriverowners.org > Documents & Forms.

Wood Storage, Fire Safety & Emergency Access

- Firewood must be stored away from structure at a minimum distance of 20 feet. If this distance is not attainable it should be the farthest point from any structures during fire season (including neighboring homes, etc.).
- Sunriver's fire season is generally from May 1st until November 1st but can be longer with notification by SROA or as directed by local, state, or federal fire agencies.
- Outside of fire season, between November 1st and May 1st, firewood may be stored within 0-10 feet of the home for winter access.
- Wood should not be stacked or stored to impede access by emergency responders and equipment to any door and exterior areas of the home, especially during fire season.
- A structure is anything that can burn including the home itself with a deck, hot tub, patio, carport, stairs, etc.
- Dependent on the size of the lot and placement of the home, the proximity to neighbors, etc.,

wood storing may need to occur within the front area of a property.

Firewood Share Program

- If an owner has wood to get rid of or if an owner needs wood, there is a firewood share program for Sunriver owners by Sunriver owners. Email sunriverwoodshare@gmail.com and they will pair up those looking to get rid of wood with those who can use it.

FireFree Days are coming and is an opportune time to get rid of older, potentially unburnable firewood as well as other yard debris. Accepted materials include grass clippings, brush, pine needles, pinecones, weeds, trimmings, and branches, stumps, or trees (no larger than 12” in diameter).

- Sunriver Lake Penhollow Compost Site: May 5-6 from 8 A.M.- 4 P.M.
- Knott Landfill, Bend: May 6-21 from 7 A.M – 4:30 P.M
- SW Transfer Station, LaPine: June 3-17 from 8 A.M. – 4 P.M.

BIKE PATROL UPDATE

Police Chief Michael Womer reported that Lieutenant Stephen Lopez will be in charge of the Bike Patrol officers again this summer. There are currently six applicants with a seventh pending and a couple of those being return employees. The goal is to get to a total of eight officers. If everything goes to plan, part of them will start around the third week of May and the remainder will start once school is out in June. Additionally, there are five or six Citizen’s Patrol personnel who assist with education and bike patrol in the summer.

Chief Womer noted that at the current rate of pay, it’s getting harder and harder to attract employees and he believes the wages for bike patrol personnel should be considered for an increase in the next budget cycles by SROA and the SSD.

Lieutenant Lopez noted that they have been unable to attract the twenty somethings for some time and have tailored their efforts more towards college and high school students involved in the criminal justice system or law enforcement as a future career.

CHIEF’S REPORTS / EMERGENCY PREPARDNESS

Fire Department

Fire Chief Tim Moor, who retires at the end of April, noted how much he has enjoyed the last five years working in Sunriver. He is pleased with the collaboration demonstrated today and noted the importance of those relationships. Chief Moor commended Natural Resources Director Patti Gentiluomo for the great job she does on an ongoing basis and how much he has enjoyed working with her and her team. Chief Moor applauds the new firewood rules and again commended Patty for a job well done in leading that charge. He believes it will provide a safer situation for the community as well as first responders, noting some occasions when the departments hoses have gotten tangled in wood piles when trying to drag them around a structure.

Chief Moor reported the Sunriver Fire Department is currently in great shape. An additional staff member has been added to each shift, increasing the number of staff per shift to four since Moor’s arrival five years ago. What that does for the community is increase the department’s ability to deploy with a team that can be counted on. When Chief Moor arrived there were three individuals per shift which really limited how they were able to respond to medical & fire calls.

It comes as no surprise that the summer months are the busiest time of year for the fire department. They have experimented with seasonal paramedics and looked at enriching the reserve program. To that end, the department has applied for a personnel grant through the Oregon State Fire Marshalls office as part of the new Senate Bill 762 legislation, who are really doing a great job in promoting readiness. The department applied for and was awarded a grant last year in the amount of approximately \$18k to allow

the department to increase its staffing levels during the summer months. The department did not use the entire amount last year and they have been graciously offered the opportunity to carry that forward to this year. The department has also applied to the Oregon State Fire Marshalls office for a grant to cover the personnel costs of one existing employee to help the SSD's bottom line. Chief Moor is very optimistic that they will be awarded that grant, part of which would also figure into additional 40-hour position that would boost their daily staffing on a 365 day a year basis. Chief Moor noted that Chief Bjorvik has some great ideas on how to increase our staffing during those busy summer months.

Chief Moor gave Chief Bjorvik credit for his efforts over the last year in regard to succession planning for the department noting the community will be left in good hands.

In the current market it has been very difficult to order and/or receive a new purchase apparatus. Prior to COVID one could generally receive an apparatus order in approximately a year. Currently that is a three to five year wait time, so the department is keeping a close eye on everything apparatus related and acting accordingly.

Shifting to the new public safety building, the chief said the question he gets more than any other at present is where the fire department personnel will go during the construction of the new building and remodel of the existing building. Chief Moor commented that through great efforts of Owner Rep Doug Nelson as well as members of the SSD Managing Board they have been able to work through different phases of construction and have determined they will be able to keep the firefighters in the existing fire station and not have to move them to a temporary location which will keep deployment and response times in check although the firefighters might have to get used to some extra dust on all surface tops for the next several months! Additionally, this is a huge cost savings for the District as they had budgeted approximately \$300k for the firefighters to move out of the facility for the next 18 months.

Chief Moor commented that their number one source of funding is through Deschutes County property taxes followed by ambulance billings. Since Chief Moor's arrival, the ambulance billing has been outsourced and in fact a change had been made around the time of Chief Moor's arrival to a company out of Washington state. Since that time, ambulance billing collectables have increased to the 50% range, which is considered a very good number in medical billing and accounts receivables and which is a positive to the bottom line. Additionally, the department also participates in the Ground Emergency Medical Transportation (GEMT) which provides supplemental reimbursement payments when the department transports Medicaid patients. Although there are very few Medicaid participants in Sunriver, the fire department, through the mutual aid agreement in place, transports a number of Medicaid participants every year. The department has just entered into another new program that is similar to the existing one, so they are constantly looking for revenue stream opportunities.

A number of the Board members expressed their sincere gratitude to Chief Moor for his hard work and dedication to Sunriver during his tenure here.

SSD Managing Board Chair Jim Fister reported that Rod Bjorvik has agreed to serve as interim chief until Chief Moor's replacement can be identified. Further he reported that Director Shoemaker will be leading the charge on the chiefs replacement. Director Shoemaker commented that the District will also be losing Police Chief Womer at the end of the year. He's putting together a panel of seven individuals to assist in this effort moving forward. The job posting for the fire chief position will go out early next week and will be posted for approximately 40 days, closing at the end of May. Interviews will begin shortly after that deadline, and they hope to have someone in place by sometime in July. Soon after that, the same group of individuals will start the same process for the police chief position.

Police Department

Police Chief Michael Womer noted his appreciation for the partnerships the Police Department has with the Fire Department and SROA. In terms of personnel, the department, as of Monday is once again fully staffed, having been only 50% staffed in 2022 with the same call load as years prior. Within the next two weeks there will be six officers that are ready for the road which will take some of the pressure off the chief, lieutenant and sergeants that have been helping cover the shifts.

Some additional traffic signs have been installed this year based on the complaints heard at the police department mostly related to speeding. The department received a grant to improve technology to add drones to their program. The approval for a change to the Sunriver Rules & Regulations to allow the police to launch and land drones in Sunriver is on the SROA's agenda for approval at the regular SROA Board meeting on Saturday.

In response to the push nationally to reform police departments, the Sunriver Police Department was already ahead of the times having enjoyed a positive relationship with the community for a number of years. The department is well supported, something they don't take for granted. They strive to be out in the community, be collaborative and listen to what residents have to say. The chief and lieutenant have an open-door policy and although the outer door remains locked at all times, all one has to do during regular business hours is ring the bell and someone will respond.

The department is deploying body cameras on their officers and is currently waiting for approval on another grant that would pay for dash cameras in the vehicles. This is being done in an effort to ensure transparency to the public and also aids in investigations and helps with internal complaints. Chief Womer noted that national statistics show that majority of complaints that come in about officers are unfounded and these devices are very helpful to have as backup as accountability is important and not something they take lightly.

The department is assisting as needed with the plans for the new Public Safety building and the staff is excited and anxious for the completion date.

As was mentioned earlier, Chief Womer will be retiring at the end of the year and as such the police department is working on succession planning as part of the transition that Chief Moor and Chief Darling brought to the table as these departments grow. The goal for the police department is to be the most professional law enforcement agency in Central Oregon.

Chief Womer addressed what he reports is one of the main calls he regularly gets which is the amount of time Sunriver officers seem to spend outside of Sunriver. Deschutes County and especially south county is much busier on a regular basis than Sunriver in terms of urgent incidents, critical incidents, and larger investigations so when the department has officers in training, they try to take advantage of those opportunities and that collaboration of mutual aide with Deschutes County that provides training opportunities for our officers.

The SSD Managing Board has given the Police Department approval to convert two officer positions to corporal positions and Lieutenant Lopez has just completed the job description for those positions. This will provide extra supervision and accountability for the department as well. Chief Womer also reported that he along with Lieutenant Lopez and the Sergeants have been working on a new mission/vision statement and core values for the department.

The department has also had a number of equipment struggles over the past couple of years in trying order and receive new vehicles to replace an aging fleet. It has been taking from one to three years and the opportunity to order the type of Ford vehicle the department uses only opens up for ordering once a year. Fortunately, the department has received two vehicles recently and anticipate the arrival of two Ford F-150's by summers end. The chief and lieutenant are now driving Toyota trucks as they are administrative

vehicles, and the department was able to piggyback onto SROA's order and receive these two vehicles in a timely fashion. This in turn allowed them to in turn put their vehicles into the fleet of vehicles available to officers.

In answer to a question from Director De Alicante in relation to drone training, the two individuals who will be trained as the pilots for the department have been identified. One of those individuals has already received his license and is receiving ongoing training from the Bend Police Department who has an outstanding program already in place. The second pilot will return from FLMA leave in two weeks at which time the pilot program will be completed. The policies that have been established are robust and take extra care when it comes to privacy laws, who can approve a deployment, and under what circumstances.

In answer to a question from Director De Alicante, the second grant the department has applied for will pay for dashcams that will both tie to the body cams and will also include license plate readers which is an important investigative tool for the department. The chief understands this raises privacy concerns and he has heard equally from people on both sides of the issue. The department is, however, still exploring adding stationary license plate reader cameras at both the main and Cottonwood entrances into Sunriver.

SROA GM Lewis offered to assist with the instruction provided to new officers to the department relative to the enforcement of Sunriver Rules & Regulations that SROA contracts with the SSD to provide. This is something Chief Womer said he completely supports and would welcome. Lieutenant Lopez added that they are also working on a more robust internal training program which will include over four hours of department training every month with Sunriver specific things as the focus and that might be a good opportunity to reinforce those requirements. Chief Womer also added that Lieutenant Lopez has been instrumental in getting some of the officers certified in different skills to be able to train internally.

SSD Managing Board Chair Fister asked Chief Womer to elaborate a bit more on the philosophy of the police activity outside of Sunriver, in the Business Park, on Spring River Road, etc. Chief Womer responded that statistic wise, in 2022, the department handled a total of 558 cases, 186 of which were outside of Sunriver. The Sunriver Police Department gets dispatched to any high priority incident automatically, but if it is in southern Deschutes County, Sunriver is the next closest agency. This can be in response to a call reporting an impaired driver on the highway for instance. If Sunriver officers are closest to the incident and neither of the two Deschutes County Sheriff's Department officers nor the one Oregon State Trooper assigned to that area are not available, Sunriver has to respond. The department does do some proactive policing outside the perimeter of Sunriver, and they do actively patrol the Business Park, something Chief Womer likens to sentry duty.

Chief Womer spoke to the recent significant drug bust of an owner in Sunriver and noted that his department has had several interactions with the Central Oregon Drug Enforcement (CODE) team in the last couple of years. Sunriver is a unique area and is very transient which lends itself to nefarious activities that the police department is always watching for. Chief Womer also noted that the largest heroin bust the CODE team ever handled was a guest staying at the Resort not that long ago.

SROA Director Pederson commended both the chiefs for going after the grant opportunities to fund things and making wise use of their resources. It is very much appreciated. SROA Director Mobley commented that in the years since he has been on the SROA Board he has seen a marked improvement in the work that comes from these departments, and he added his appreciation. His hope is that as the leadership changes occur, the high level that has been established will carry on also.

SSD Director Shoemaker commented that it is rare indeed for a police and fire department to get along and work as well together as these two departments do. While they have different responsibilities, they are on the same team, something that is highly unusual, and the community is extremely fortunate to have

that collaboration.

CLOSING REMARKS

SSD Director Ralston thanked Community Development Department employees Jacki Bue and Scott Jackson along with Design Committee Chair Curt Wolf for the all assistance they were provided throughout the design review process for the new Public Safety building.

There being no other business, SROA/SSD Director De Alicante moved to adjourn the meeting.
Seconded by SSD Director Shoemaker, motion passed unanimously.

The joint meeting adjourned at 10:47 A.M.

Respectfully submitted,

Scott Gillies, SROA Secretary

Jim Fister, Chair SSD Managing Board