

SUNRIVER OWNERS ASSOCIATION
Board of Directors Work Session
July 14, 2023 @ 9:00 A.M
SROA BOARD ROOM, 57455 ABBOT DRIVE &
VIA YOU TUBE LIVE STREAM
AGENDA

- 9:00 A.M. Owners Forum
- Sunriver Property Managers Update (Oral Presentation)
- Nominating Committee Recommendation to Position 5 of SSD Board (Section "G")
- Admissions Model Workgroup Update – Assistant GM Kessarlis (Section 3 behind GM report)
- Transient Room Tax (TRT) Taskforce Update – GM Lewis/President Beenen (Oral)
- Paid Leave Oregon Policy – Kellie Allen, HR Director (Section "E")
- SSD – Ground Lease, Fire Station Bill of Sale, Memorandum of Ground Lease- GM Lewis (Section "F")
- Plant Protection – Design Committee Update – Assistant GM Kessarlis (Oral Update)
- Annual Meeting Presentation/Agenda – GM Lewis (Section "L")
- Annual Meeting Seating Format- President Beenen (Oral)
- Owner Correspondence Discussion – GM Lewis (Oral & Section "M")
- Review 7/15/23 Board Agenda
- Other Business
- Executive Session – (Potential to consult with legal counsel and/or consider personnel, contractual or legal matters if the Board determines an Executive Session to be advisable after a vote.)
- Meeting Debrief
- Adjourn
- Board work sessions are subject to agenda changes as directed by the SROA President.

The meeting will be live streamed on You Tube:
<https://www.youtube.com/@sunriverownersassociation574/streams>

SUNRIVER OWNERS ASSOCIATION
Board of Directors Meeting
July 15, 2023 @ 9:00 A.M.
SROA BOARD ROOM, 57455 ABBOT DRIVE & VIA YOU TUBE
AGENDA

- 9:00 Owners Forum
- 9:15 Owners Forum Follow Up from Previous Month
- 9:25 Recap of July 15th Board Work Session
1. 9:30 Review and Approval of Board Meeting Minutes from June 16 & 17, 2023
2. 9:35 Financial Report: Board Action Request: Approval of June 2023 Unaudited Financials
3. 9:50 General Manager Report
4. 10:05 Committee Reports
5. 10:10 Sunriver Service District Reports
- A. 10:20 Committee Membership Actions
- B. 10:25 Committee/Taskforce Action Requests (none this month)
- C. 10:30 Board Action Request: 2nd Quarter Transfer
- D. 10:35 Board Action Request: 2022 Operating to Reserve Fund Transfer
- E. 10:40 Board Action Request: Paid Leave Oregon
- F. 10:45 Board Action Request: SROA/SSD Ground Lease, Bill of Sale, Memorandum of Ground Lease
- G. 10:50 Board Action Request: Resolution 2023-002 SSD Position 5 Recommendation
- H. 11:00 Board Action Request: Resolution 2023-003 SSD Position 1 Recommendation
- I. 11:05 Board Action Request: Resolution 2023-004 SSD Position 2 Recommendation
- J. 11:10 Other Business
- K. 11:15 Executive Session – (Potential to consult with legal counsel and/or consider personnel, contractual or legal matters if the Board determines an Executive Session to be advisable after a vote.)

Meeting Debrief

Adjourn

- Agenda times are an estimate; the meeting may move faster or slower.
- Board meetings are subject to agenda changes as directed by the SROA President.

The meeting will be live streamed on You Tube:

<https://www.youtube.com/@sunriverownersassociation574/streams>

(1)

Approval of Minutes from:

**June 16th Work Session
June 17th Regular Board Meeting**

(2 Board Motions Required)

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
SROA BOARD ROOM
JUNE 16, 2023**

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

DIRECTORS PRESENT VIA ZOOM: Julianna Hayes

STAFF: James Lewis, Keith Kessarlis, Mark Smith, Leigh Anne Dennis, Rebecca Maloney, Kellie Allen,
Joe Healy, Susan Berger, & Jesus Mendoza

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

OWNERS IN ATTENDANCE: 6

OWNERS FORUM

No speakers addressed the Board, but GM Lewis read several letters into the record:

Cole & Linda Dawson, 9 Mt. Baker Lane, wrote on May 28th, Today we tried to go to the Members Pool. They were at capacity, and we were not allowed in because there were not enough lifeguards. We do not need lifeguards at the Member Pool. There are no lifeguards at the Cove. If this is going to continue and we are always going to be at capacity, then we should go back to scheduling two-hour reservations. This is unacceptable. You had all winter to hire the necessary personnel. GM Lewis has responded to the Dawson's.

The second one is from Elizabeth Nelson, 5 Sisters Lane: Dear SROA Board, I understand you are considering restricting our ability as homeowners to protect the investment we have made in landscaping by restricting our ability to protect trees with wire mesh. This is absolutely absurd. My neighbor lost four mature aspen trees to beavers just last summer. We live along the Sun River so beavers are a constant threat, and they can take down several trees in just one night. We have a significant amount invested in our landscaping and that directly impacts the value of our property. Homeowners have the right to protect the value of our homes and this proposal feels like unnecessary regulatory overreach. The wire mesh we and our neighbors along the Sun River have used to protect our trees is low profile and yet effective at keeping beavers from killing the trees. I would hope that SROA would support our efforts to protect home values, which is the spirit of your Design guidelines, and reject the proposed restriction on our ability to protect our trees. Thanks for your consideration.

The third letter is from Don & Tina Freel, 28 Maury Mtn Lane: To the SROA Board of Directors, we would like to formally respond to the issue that was addressed by SROA President Gerhard Beenen, in the May 2023 Sunriver Scene. As 20-year owners and full-time residents, we are very disappointed in the decision to allow a vandal to remove the "You Are Welcome" rainbow sticker. We feel the sticker exactly reflects the intent of the SROA Civility statement. We should be welcoming all members of our community, especially those who may feel marginalized. The community we strive to be part of actively lets all know they are welcome. The outcome of this issue is now certain community members know one vandal can eliminate a welcome message to them. We are sure the reference to Nazi propaganda, was not intended to draw a parallel with LGBTQIA + support, be we feel the mention of Nazi symbols at all in this message was very inappropriate. Of course, Nazi treatment of minorities was genocide, not equity and inclusion. In order for our Civility Statement to mean anything, we have to take action to support it, we feel that includes putting out welcoming stickers, such as the one removed. Thank you.

The next letter is from Paul Conte, 7 & 8 McKenzie Lane: Please provide this submission to the Board of Directors. (My attorney Christian Malone is out of office and aware of this communication.) This is part one of two. Dear SROA Board Members, I would like to correct several misstatements in the June 14th email that James Lewis sent to Mr. Malone and presumably also provided to the Board. First, however, please note that nothing Mr. Lewis has stated has any bearing on the request of Mr. Malone's letter, which is simply to allow appropriate time for Sunriver owners to be notified of the new Design Manual to have the ambiguous new rule regarding plant protections clarified and have time to transition to acceptable means of protecting native plants. Regarding the claims in Mr. Lewis' letter, he asserted: "compliance with the previous decision/conditions is now required." Our new home and landscape plan were both approved in 2014 and 2015. The previous decision to which he refers was a 2018 approval condition that was based upon the prior Design Manual, subsection 17.08 under Section 17.00, Hot Tubs, Privacy Screens and Fencing. Section 17 was replaced in its entirety by Section 3.1.5, Hot Tubs, Screen Walls, and Fencing in the current Design Manual. The prohibition against "fences" in subsection 17.08 was removed from Section 3.1.5 and was not carried over at all in the current Design Manual. Obviously, a rule that has been removed cannot now be enforced.

(Part 2) I informed Mr. Lewis in writing on October 7, 2021, that the former SROA General Manager, Hugh Palcic, had explicitly held in "indefinite abeyance" any further action on the claim that ex-closures were prohibited by the then current Design Manual. I also informed Mr. Lewis that on the advice of Mr. Palcic at that time (2018) "we wish[ed] to preserve our right to have the full Design Review Committee consider this issue, as well as our right to appeal any future decision of the Design Review Committee, pursuant to Section 8 of the SROA Design Committee Manual of Rules & Procedures and the procedures for filing an appeal set forth in Section 8.05(a) or (b) of the Consolidated Plan of Sunriver." When I discussed the issue on October 26, 2021, with Mr. Lewis, he stated: "Don't do anything for now" in reference to the few remaining ex-closures on Lot #8. There was no further communication from the SROA regarding this issue. Thus, the prior order to which Mr. Lewis refers was held in abeyance through yesterday (June 14, 2023) and is now moot. In no way did I fail to maintain our right to appeal; the SROA simply let the order remain suspended until the claimed rule violation became moot. There was never any final adjudication of the validity of the condition, which was in fact not a prohibition against ex-closures to protect approved landscape plants. Board members should disregard Mr. Lewis' misleading and irrelevant comments and focus instead on the actual request before you to allow a reasonable time period for Sunriver owners to address the new design rules. In that regard, please be aware that the new Design Manual was posted on the SROA website only this morning (6/15/23.) Thank you, Paul Conte

GM Lewis at the request of Director Gillies noted that the argument as he understands it is Mr. Conte is saying that a decision was made by the Design Committee based on the old Design Manual which included conditions of approval tied to his request to allow the plant protections and that now since we have a new Design Manual in place that those rules no longer apply and essentially reading in that the conditions of that approval don't apply. In short, that is not how it works. An owner is always subject to the rules in place at the time an application is made. Ultimately you are bound to live by the decision and the conditions of approval. In this case, there was no appeal, so the decision and those conditions of approval become final. So those conditions are final and those are the requirements. The new manual was posted to the website yesterday and is 99% of what we have had posted in draft form for several months in draft form.

Any projects that were submitted prior to the new manual taking effect will be subject to the rules of the old Design Manual of Rules & Procedures and the Design Committee will review the project under that version of the manual. Anything submitted June 15th or later will be subject to the updated version of the manual.

To play it out practically in Mr. Conte's argument, all of the previous thousands of decisions and conditions of approval that have been issued by the SROA Design Committee would all become null and void.

In reference to the conversation Mr. Lewis had with Mr. Conte in October of 2021, talking about the fact that he had a decision from the Design Committee that all plant enclosures were to have been removed by July 1, 2019, and they were still in place. Mr. Conte made GM Lewis aware that he had a conversation with former SROA GM Hugh Palcic about his issue being held in "indefinite abeyance." In respect to that conversation Mr. Conte has said he had with Mr. Palcic and knowing we were planning on doing a complete rewrite of the existing manual, Mr. Lewis informed Mr. Conte that he could leave things the way they were until the new manual became available but once the new manual took effect, Mr. Conte would need to abide by the rules set forth in that revised document. Indefinite abeyance is not the same as in perpetuity or forever and instead is an unstated or unspecified time frame and abeyance is state of temporary inactivity.

When GM Lewis met with Mr. Conte on his property and told him to hold off on doing anything until the new manual was available, GM Lewis also provided Mr. Conte with a definite timeframe as to when action would be taken and also that the temporary inactivity/enforcement would end on that date.

GM Lewis forwarded the letter from Mr. Conte's attorney including GM Lewis' response to the Board earlier this week. The draft of the Design Manual of Rules & Procedures has been posted to the SROA website since November of 2022 or for the last eight months during which time we received a number of comments and/or suggestions from owners. There was a taskforce made up of both resident and non-resident owners as well as industry leaders and community partners who met and worked on the new manual for several months. The Design Committee also reviewed and met regarding this project on numerous occasions prior to it coming to the Board for their review and approval.

This specific issue was discussed and debated extensively by the task force, the Design Committee, and the Board. The ultimate language in the manual was not taken lightly and was added only after extensive debate on the issue. That said, the issue of protection from beavers was not specifically discussed and perhaps that issue should be taken up.

Barring any further action from the Board this weekend, and as GM Lewis included in his response to Mr. Conte's attorney, we now need to move forward with compliance on the conditions of approval for Mr. Conte's property and which included that all plant enclosures needed to be removed by July 1, 2019.

Assistant GM Kessarlis noted that Mr. Conte's argument basically becomes a moot point because the new rule does not allow for plant enclosures either so even if he chooses to harbor the old rule, the new rule states the same, that those are not allowed.

Assistant GM Kessarlis also noted that all Design Committee forms are now posted on the SROA website along with the new manual and are all fillable. He also noted an owner who was in yesterday and was very pleased with the new process and the fact that he was able to get a decision right away. This was for an exterior painting request. Mr. Kessarlis believes, as has been noted on more than one occasion, that this will be a much simpler, cleaner process and the manual should now be much easier for owners to interpret.

We will, however, as GM Lewis mentioned, be working with two manuals for the next three years. This is due to the fact that in the case of new construction, the owner has a year from the time they are approved to pull their building permit and once the permit is pulled, they have two years to complete the construction. If a project was started prior to June 15th, it will be subject to the old manual and anything

applied on or after June 15th is subject to the new manual, thus staff and the Design Committee will have a fairly lengthy transition.

GM Lewis noted there is one more letter which is from Cindy McCabe, 13 River Village Condo: I would like to extend my sincere thanks to the SROA Board and the SROA staff for the improvements made to Mary McCallum park over the last six years. This beautiful and serene setting along the Deschutes River is finally becoming the gem we all knew it would become!

I fully expect many more owners will visit the park often once they realize all the amenities that can now be enjoyed with their family and friends.

Don't forget the Sunriver Area Community Picnic will again be held at the park on Wednesday, July 12th with a catered picnic from The Wallows and live music. The Sunriver Women's Club and the Sunriver Area Chamber of Commerce are working together to bring this event to the community, and we expect to see a good turnout. Reservations are required.

Thanks again for the detailed planning and implementation of the improvements to bring this park to a standard that all owners have come to expect from our association management team.

OREGON DEPARTMENT OF TRANSPORTATION (ODOT) **PROPOSED SUNRIVER TO LA PINE FOREST TRAIL**

Ryan Farncomb a planner with Parametrix with offices in Portland and Bend, and Miranda Wells a resident engineer with ODOT were both in attendance today to share ODOT's plans for a bike path from Sunriver to La Pine. Currently they are trying to determine the preferred trail alignment between Lava Butte and La Pine and as Highway 97 is a substantial corridor, this is not an easy task.

Mr. Farncomb commented that he is here to provide an overview of the project, some initial thoughts about potential alignments and provide an opportunity for feedback. Ms. Wells commented this project is being funded through a grant by ODOT and while ODOT is the sponsor of the project, they are working with whoever is willing to compliment with maintenance or construction through multiple available partnering opportunities. The grant, in the amount of \$400k that ODOT received is for the planning only. There is an initiative with ODOT to put a lot of money towards climate initiatives including bike routes such as this.

The initial phase of the project was fairly high level and included numerous discussions on the twenty-mile corridor involved. Their intent was to get deep enough into it to feel comfortable about an overall alignment in the corridor and being able to move forward with the design.

This project started in the fall of 2022 and the goal is to complete the final plan by the end of 2023. In terms of outreach, they are doing public outreach, meeting with state and local agencies and meeting with groups such as SROA. Mr. Farncomb will go into further detail later in his presentation.

Mr. Farncomb noted they do not have a hard boundary in terms of the study area. Basically, they are looking at all options between Lava Butte and La Pine. There is already a new path along Highway 97 that ends at Burgess Road which is the intended end point to connect up with.

Goals and evaluation criteria were developed at the beginning of the project to help them guide and evaluate different approaches to this project. The goals of this project focus on safety, comfort, multimodal connectivity, equity, community and economic vitality, coordination and collaboration and optimizing investments. The evaluation criteria include such things as alignment with adopted plans,

ability for all ages and abilities to utilize, environmental, cultural, historical, and archeological impacts, connection with transportation and access to jobs, services, and destinations.

Their objective is to plan the path for the intended user, attractive to all ages and abilities and open to walking, hiking, cycling, and mobility devices. They envision it to be similar to the Sunriver to Lava Lands trail. No equestrian uses will be permitted.

One of the many things they are currently wrestling with on this project is how this trail should or should not connect all the various destinations that are in this corridor. A straight shot down Highway 97 makes a lot of sense as there is already an existing corridor although it is not ideal from other perspectives in terms of user experience or easy access to all the places people may want to go. Ideally, this is not something that is not something that would be just a weekend option but something that is used by a variety of people for a variety of reasons and not be purely recreational.

The initial alternatives which are as follows:

- A. Next to U.S. 97
- B. Use Existing Facilities
- C. New Paths
- D. East of U.S. 97 for a portion of the path from Lava Butte to South Century Drive.

These options may change as they continue to receive feedback from the Forest Service, the Bureau of Land Management (BLM) and other agencies that may need to be involved, and groups such as this one today.

Alternative "A," along U.S. 97 would be a new separated path parallel to the highway outside of the wildlife fencing. This would be a ten-to-fourteen-foot shared use path comprised of three inches of asphalt on top of six inches of base rock.

Alternative "B" provides for a wide variety of how the proposed path could be integrated into an existing pathway system. Mr. Farncomb noted that Huntington Road is a good example of where this application would be feasible by widening the existing shoulders of each side of the road and adding base rock and asphalt or utilizing a pathway system such as Sunriver's.

Alternative "C" would consider the construction of new paths through undeveloped land. These paths would be a fourteen-foot shared use path.

Currently the group is still in the discovery phase, and they have identified the north boundary/section as the Lava Lands Visitors Center and the south boundary as South Century Drive/Spring River Road. The central section will run from South Century Drive/Spring River Road to State Rec Road. This section does present some feasibility/construction issues the further south they go as the topography is more difficult and they get squeezed by the existing rail line. One of the things they are trying to do with this whole corridor is avoid having to cross the railroad tracks at all costs or at least minimize the number of crossings as that can add a lot of time and additional cost to the project. The southern section of the project will run from State Rec Road to Wickiup Junction and would run partially on Mid-State Electric corridor and largely on BLM property. Mr. Farncomb noted that the BLM is both very supportive and interested in this project.

They recognize that not all the alternatives are viable having already received feedback on the approach to utilizing the existing path that leaves Lava Lands Visitors Center and assuming that part of the path system through Sunriver as the north end of this new system is not desirable from several perspectives.

Mr. Farncomb understands that the Sunriver paths are already remarkably busy, which is a concern. The other alternatives have their pros and cons as well. Huntington Road between Sunriver and La Pine has a lot of issues with a lot of driveways and a narrow right of way so even if you were to widen it and add bike lanes, it is still not ideal from a cycling perspective.

Mr. Farncomb's Power Point presentation included various routes depicted with different colors. One option follows Crawford Road, an old Forest Service Road from Lava Lands Visitors Center across Cottonwood Road and behind Lake Penhollow and eventually getting to the north end of Caldera Springs where they could potentially use the existing railroad overpass or staying east of the rail line.

Mr. Farncomb noted that Caldera Springs is interested in moving the existing Mid-State Electric utility poles to the east of the rail line which could potentially become a common corridor with a trail also east of the rail lines which would be a shared use path away from the busy road. This could create a win/win situation as the utility would have their operations moved to the east side of the highway leaving a utility corridor that could then be converted to a pathway.

One of the other options depicted is the alternative that follows alongside U.S. 97. This option is viable from a construction perspective although concerns about how to best get people across the interchange area exist as well as what the overall user experience would be depending on how close to U.S. 97 that the path is built.

Mr. Farncomb paused his presentation to ask if there were questions or feedback.

Director Burke noted he is not comfortable with an option that would lead everyone who uses the path through Sunriver. When the pandemic began, the Board started to hear and continues to hear on a regular basis about the issues owners/guests are experiencing on the pathways due to overcrowding, lack of pathway etiquette, users riding illegal apparatuses, the wide range of age groups who use the paths, etc. He feels that adding even more people into the mix is not in the best interest of the community as a whole. There are already issues with people coming from Caldera into Sunriver to use the pathways, especially in the SR Business Park where there are not designated bike lanes, there is lots of traffic, a K-8th grade school and numerous businesses all trying to dodge people weaving along the side of the road. As such he feels that option is the most problematic.

Director Gillies agreed, noting the number of issues there currently are based on the input the Board receives on a regular basis. Additionally, he feels our ten-foot paths would need to be widened to fourteen feet to accommodate the additional users. Director De Alicante also agrees that this option would not be his first choice. He prefers the route that runs along the highway and does not come through Sunriver. He also believes the path should be separate from the highway as shoulder riding can be very intimidating for inexperienced riders. In regard to Sunriver, Director De Alicante feels there is already a lot of traffic on the Sunriver pathways and adding more is not a good option. Director De Alicante also believes there are safety issues, and he is equally concerned that this might encourage people to come through here and identify potential homes to target, noting that 80% of Sunriver properties are second homes and are not lived in full-time. Funneling a bunch of people through Sunriver who might identify the absentee homeowners puts homeowners at an additional risk that may be unnecessary. The other thing that Director De Alicante is concerned about is a possible attraction towards bringing the homeless community this direction if there is an accessible path that comes through Sunriver which would put a bigger drain on law enforcement and the community as a whole.

Director Pederson noted that another major concern would be that Sunriver allows only Class 1 ebikes on the pathways. This option would potentially add a lot of Class 2 & 3 ebikes to the pathways along with a host of other things such as skateboards, hoverboards, unicycles, etc. that are not allowed in Sunriver and

there is not a straightforward way to police that. Director Pederson agreed with the other board members who spoke, noting that at times the pathways can be horrendous already and adding more people would just compound the problem. GM Lewis added this option would in his opinion be counterintuitive to the existing system in Sunriver. Director Ishmael added that his preference would be the option that meanders through the forest as that would make for a much more pleasurable experience, but his preference would be that it be adjacent to and not go through Sunriver.

In answer to a question from Public Works Director Mark Smith regarding possible land-use issues with Alternative "C," Mr. Farncomb answered that alternative goes through what all is almost all Forest Service (FS) property. Numerous conversations have been held with the FS and while interested in this project, they would require that it follows an existing corridor of some kind whether it is a highway or a utility corridor, they do not want a new path charted due to concerns about habitat. Additionally, going through federal land would also require an Environmental Protection Agency (EPA) process to be conducted.

President Beenen agreed with the comments of the other board members relative to a path going through Sunriver. Additionally, he does not feel like a path that runs parallel to the highway would be a very enjoyable outing and he prefers Alternative "C" that would be just east of the Sunriver boundary. He also feels it is important to provide routes that connect to stops along the way such as for resting, taking in the view somewhere, grabbing a bite to eat, etc. Mr. Farncomb appreciates that point and noted it is one of the things they are working with is should they build a route that is a little circuitous but connects to multiple destinations or do they have a "spine" with lateral connections off of it.

Mr. Farncomb thanked the Board for their input and noted that in regard to homelessness and unwanted uses is something the group is keenly aware of and part of the plan once a route is agreed on, is to have conversations regarding the enforcement and ensure there is a framework in place to understand who would be involved and responsible for any necessary enforcement issues. The other side of that coin in terms of prevention and avoiding those issues is Crime Prevention Through Environmental Design (CPTED) which is a multi-disciplinary approach of crime prevention that uses urban and architectural design and the management of built and natural environments. CPTED strategies aim to avoid making something an attractive nuisance by utilizing fencing or barricades.

In answer to Assistant GM Kessar's question regarding who/what will be allowed to use the pathway, Mr. Farncomb answered that non-motorized bikes, walkers and hikers will all be allowed. The issue of electric mobility is complicated. The FS policy is that they are not allowed but it is Mr. Farncomb's understanding that there is a process currently underway at the federal level that could change that policy, but the challenge of who would enforce it remains. Additionally, the BLM, who have not allowed ebikes on their land in the past are on the verge of changing their policy to allow ebikes.

In terms of outreach, there is an online open house coming up which can also be shared with SROA. The local TV station recently did a story about the proposed path. Mr. Farncomb and his team also received several hundred responses to the first open house they held in Bend earlier this year. The online open house will include a survey that interested persons can complete. The online open house and survey will be available through July 17, 2023, at www.odotopenhouse.org > U.S. 97 Lava Butte to La Pine Multi-Use Path Planning Study. They will also be doing "tabling" at a couple of locations on June 26th at the Sunriver Market Place and the La Pine Library where they just visit with people coming and going about the project and gather their feedback. Additional opportunities will be scheduled if deemed necessary. The goal is to have the draft of the plan completed by this fall.

The Board thanked Mr. Farncomb for this report and for being in attendance today.

2022 SROA AUDIT
PRICE, FRONK & CO.

SROA Controller Joe Healy introduced Heather McMeekin from Price, Fronk & Co. who was in attendance to report on the recently completed 2022 audit for the Association.

Mr. Healy noted the audit was presented on Thursday to both the Audit and Finance Committees.

Ms. McMeekin started by thanking Mr. Healy and his team for making SROA's audit one of the more enjoyable audits that they perform. This is due to the clean, concise manner in which records are kept as well as the swift responses by staff to questions or requests for additional materials from the auditors.

Ms. McMeekin explained that she and her team audited the financial statements for the Association after ensuring all the proper controls are in place and functioning correctly. They ensure the appropriate approvals, signatures, correct GL accounts etc. are in place on all transactions. They also examine the payroll system to make sure everything is in order there. Ms. McMeekin noted everything looked great and is being done well. The audit team goes through the SROA records in a lot of detail and appreciates the assistance they receive from staff in that regard.

The audit was conducted in accordance with auditing standards generally accepted in the United States of America and she is happy to report she and her team found that the financial statements present fairly, in all material respects, the financial position of the Sunriver Owners Association as of December 31, 2022, and the results of its operations and its cash flows for the year then ended.

The Board had several questions for Ms. McMeekin and thanked her for attending today's meeting.

Copies of the audit are available at the SROA Administration office.

ADMISSIONS MODEL WORKGROUP UPDATE

Assistant GM Keith Kessarlis provided a breakdown of recreation statistics for the month of May.

As of May 31, 2023, a total of 4,850 Member Preference Program (MPP) cards have either been purchased or renewed. Of that total, 3,894 were renewals and 405 were new cards. The remainder are extended household, long-term renter, or commercial passes. This is 219 more than the end of May 2022. At the end of May, the MPP revenue totaled \$600,955 or 67.7% of the annual budget. Mr. Kessarlis also reminded the Board that 70% of our use at SHARC in regard to attendance actually comes after July 1st and goes through the end of the year.

In regard to the 2023 Recreation Plus Program (RPP), as of May 31, 2023, there were 894 homes and/or condominiums signed up on the program. Last year at the same time there were 896 properties participating in the program. Mr. Kessarlis also provided a breakdown of the RPP's by the number of bedrooms. Revenue at the end of May stands at \$2,375,853 or 96.9% of the 2023 budget. We may get a few more properties participating this year, but the majority of owners who plan to participate in the RPP program have signed up.

Gate revenue is currently sitting at \$50,773 or 8.6% of the budgeted \$587,050. Mr. Kessarlis reminded the Board that the majority of our gate revenue will come after school is out and vacationers start arriving.

SHARC hosted a total of 9,997 attendees to the facility in the month of May compared to 8,326 in 2022. Of that number, 2,808 were owners, 5,341 were RPP pass holders, 65 were member guests, 228 were extended family, 767 were gate admissions and 69 were Central Oregon Sunday users. Year to date, overall attendance is at 42,417, an increase of 7,237 guests over 2022.

The issue of requiring lifeguards at the Member Pool was raised due to the complaints received over the Memorial Day weekend about capacity issues. Recreation Director Leigh Anne Dennis noted that the Member Pool does not and has not opened prior to mid-June for many, many years but as the weather was forecasted to be hot, Ms. Dennis made the call to open the additional facility. On the day in question, Sunday, it was the only day that the pool reached capacity of 100, with two lifeguards present. Ms. Dennis noted that on Saturday, there were a total of 44 people at the facility all day and on Monday there were 11 people, so to some degree this one day was an anomaly. Further, the Board held a lengthy discussion on this topic last year and agreed that SROA wants the aquatic facilities to be staffed with lifeguards whenever the facilities are open whether for lap swimming or recreational swimming.

Director De Alicante noted that he disagreed last year that lifeguards are necessary for lap swimmers, and he still disagrees. He lap swims at SHARC and at times the lanes can get crowded. He has heard grumbling from other lap swimmers that the Member Pool should be open for lap swimming even if a lifeguard is not there. Director Pederson commented that our owners have an expectation of safety when they are at an SROA facility, especially from an aquatics perspective. Additionally, he noted the incident where a lap swimmer went into cardiac arrest and had to be assisted by the SROA lifeguards. What would have happened if the lifeguard had not been there? Lastly, having lifeguards saves the Association significant dollars on insurance and is the prudent thing to do from a liability perspective.

By the end of May 2023, staff had issued 31,790 paper guest passes and of those 1,878 have been redeemed at SHARC.

Mr. Kessarlis reminded the group that owners can update their MPP card in a variety of ways. It 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. The Member Services office is open seven days a week from 9:00 A.M.– 4:30 P.M.

The Board thanked Assistant GM Kessarlis for his report and update.

SROA BYLAWS – SECTION IX PROPOSED CHANGES

GM Lewis reported that during the special election earlier this year an owner expressed concern about the time allowed for submission of pro/con statements for the voters pamphlet as well as why SROA was not soliciting pro/con statements from owners. Due to unclear language in the current version of the document, staff are recommending some proposed revision to the document.

There has never been any intent to limit the opportunity for owners to provide comments. Rather, the opposite is true, the intent has always been and will always be to afford the owners their opportunity to be heard. Owners must voluntarily submit pro/con statements. SROA staff does not and will not solicit owners input for any election or ballot item.

Staff members are required to have all of the ballot package materials to the printer at least 30 days prior to the election mailing date. As the pro/con statements are included as part of the Voters Pamphlet, that thirty (30) day printing window needs to be built into the timing of any special election which must start at least 120 days in advance to meet the provisions in the Bylaws.

President Beenen commented he had several proposed changes to the proposed changes which he then reviewed with the Board. GM Lewis will incorporate these changes into the document that the Board will act on at tomorrow's meeting.

TRANSIENT ROOM TAX (TRT) TASKFORCE UPDATE

GM Lewis reported that since last month's meeting members of the task force have met with Deschutes County Commissioners Phil Chang and Patti Adair and presented them with the work of the TRT taskforce in a couple different ways. First was to make an initial request for unallocated dollars that are at the discretion of the use the County Commissioners on the basis that Sunriver, SROA, the Resort, etc. spend considerable dollars on physical amenities that draw visitors to Sunriver. As was noted last month, the Resort does their own marketing at a very high rate of dollars spent. Also pointed out was the fact that Sunriver functions very much like a city or municipality incorporated city, all of which get to keep the TRT dollars they generate. The commissioners understand this reasoning as a general term, and the next steps are how do we convince them through a budgeting cycle to give Sunriver an allocated amount of dollars.

Additional arguments made get back to the funding that currently goes to marketing. State law currently prescribes and requires 70% of the collected TRT dollars go to marketing. Those are dollars that right now go to the County Fairgrounds and the fair itself, Visit Central Oregon, etc. for marketing. One of the questions posed to the commissioners was if that is a fair amount. Should it continue to be 70% when the TRT collection is going up every year, so the 70% allocation continues to grow and grow and does that amount still need to be spent on marketing? The commissioners agreed that was a valid question to undertake and explore further.

Another issue discussed by the TRT taskforce was the language of the statute itself. Director Mobley has done some research on that document that warranted having our legal counsel review it as well and a memo in that regard is expected from legal counsel in July.

President Beenen added that his Presidents Message in the July Scene will cover this topic. Additionally, he thinks that it is important that in meeting with all the County Commissioners and with the County Administrator none of them felt it was an unjustified or ridiculous request. Two of the commissioners suggested Sunriver incorporate, which is not going to happen, and which simply would remove this from being something the commissioners have to deal with. Also, from the county perspective, they recently gave the SSD \$2 million, will be giving the SSD another \$2 million after July 1, 2023, and another \$2 million in 2024 so right now they are giving money to Sunriver, and it would not be reasonable for SROA to ask for any TRT dollars until the 2025-26 fiscal year.

Director De Alicante commented that he sees the SSD as an arm of Deschutes County whereas SROA is not and as such he sees a distinction between giving money to the SSD for a building that will benefit the surrounding community not just Sunriver. President Beenen noted that the taskforce is considering Sunriver as a whole to include the Resort, the Village, the SSD, etc. and Sunriver as a whole does a lot for tourism and the community should benefit from some of the TRT tax dollars.

The task force will continue working on this issue and will keep the Board apprised of their progress.

SSD CONVEYANCE OF BUILDING, SSD GROUND LEASES & POLICE DEPARTMENT AMENDED LEASE

President Beenen announced that these three items are being pulled from this month's agenda as the attorney working on this for the SSD went on vacation and did not finish these documents up before she departed so these items will be taken up at the July meeting instead.

GM Lewis reported that we are 95% there. What we will have once completed is a ground lease for the ground under the fire station. Attached to that ground lease will be a bill of sale which conveys ownership of the building to the SSD and a memorandum of lease that will get recorded with the County Clerk to reflect the ground lease and the bill of sale, so it is public record. Since these items will not be taken up

until the regular July meetings of the SSD and SROA, the effective date of the agreements will be August 1, 2023. As of August 1st, the existing lease for the fire station will terminate and the new lease will take effect and any payment there under will be prorated.

President Beenen pointed out that there have been no changes to the memorandum of understanding the Board approved last year nor is there any disputes about anything in the agreement. It is simply a matter of getting it all into legal document form.

ANNUAL MEETING AGENDA DISCUSSION

GM Lewis provided the Board with a copy of a draft agenda for this year's annual meeting utilizing the same format as was used at last year's meeting. The Board reviewed the proposed items on the agenda and held discussion on the accomplishments and challenges the Association and staff members had in the past year.

President Beenen instructed the Board to get any proposed additions, deletions, or changes to GM Lewis by the July meeting.

OTHER BUSINESS- TDS UPDATE

GM Lewis reported he recently met with the TDS team and they along with SROA staff will be having regular monthly meetings going forward. Mr. Lewis and Public Works Director Mark Smith will be meeting with TDS reps next Tuesday as TDS has some additional questions prior to providing their plan of where and when work will be occurring in the community. The first connections will occur in the fall.

OTHER BUSINESS- SR AIRPORT

GM Lewis reported that SROA has been receiving a number of questions regarding what is going on at the airport and what is going on with all the gravel trucks. The airport is resurfacing their runway. The ground in that area was not very solid when the airport was built. They tore the old asphalt out, laid base rock and will be placing new asphalt over the next two weeks. They will have the project complete by the end of June if not sooner. The airport will remain a private airport, it is simply getting this upgrade to address failing infrastructure. The taxiway was expanded last year due to safety concerns about landing planes being too close to taxiing planes. Additionally, a number of trees that had grown very tall were removed last year to address safety concerns related to planes approaching and dropping down to land. The trees were high enough to obscure the runway lights making it difficult for pilots to see the lights especially during inclement weather.

The Federal Aviation Association (FAA) had recommended this a number of years ago during which time the trees continued to grow further restricting a clear view.

REVIEW OF 6/17/23 AGENDA

The Board reviewed the agenda for tomorrow's meeting.

OTHER BUSINESS- DESIGN MANUAL OF RULES & PROCEDURES

Director Ishmael reported he has received negative feedback regarding the recently adopted Design Manual noting that the reason he voted in favor of approving the document was that it is a living document and perhaps we need to give owners further time to absorb the document before it goes into effect. (The document went into effect yesterday.)

Director Ishmael does not know how closely people pay attention during the process and now that the document has been finalized some are surprised there was not a longer input period. Director De Alicante believes proper notice was provided well in advance and the timelines were more than met. The Board

cannot be responsible for owners who do not pay attention to the notices provided via the Scene, the website and via eblasts.

Director Beard reported she has heard from owners specifically regarding plant protections whether around a tree or ground plants. She, as a gardener, completely understands as she faces the same challenges with the native wildlife and wonders if there is not a compromise that can be worked out. Director Beard feels it would be easier to make an amendment now than at some point down the road.

Director Gillies, as liaison to the Design Committee cautioned that if the Board wants to return a portion of the document to the Design Committee for further study, they have to be specific about the request. After further discussion, the Board agreed they would like the Design Committee to revisit the subject of individual tree protection and the language must be specific to individual trees.

GM Lewis noted that there will be no enforcement of the rule that went into effect yesterday until the issue is resolved. Mr. Lewis also reminded the Board of last months discussion relative to the amount of time both the taskforce and Design Committee spent on this issue prior to making their decision and why. The Board has to, as Director Gillies noted, be extremely specific, such as when can the protection start, when does it end, what kind of protection can be used, who enforces it, who deals with any wildlife issues, etc. There are a lot of things to consider and not necessarily the resources on hand to enforce it.

Additionally, the Board also has the responsibility to the community to preserve the natural environment and there is the perspective of the wildlife as well the fact that Sunriver is a set in the woods next to a river and those creatures that have been here a lot longer than Sunriver has and are a very important part of the overall ecosystem.

When asked if there were other comments received beyond plant protection, Director Ishmael commented he heard from several other people about concerns about "we are starting to be like the nazis imposing all these rules." He could not recall exactly how many complaints he had heard but said there were several.

Director Pederson added that the rules are in place for a reason and are part of why Sunriver is what it is today. People are not always going to agree with certain rules, but we have to protect Sunriver in a way that also protects the environment. President Beenen added that people bought homes already knowing they were buying into an organized community with rules and regulations in place.

GM Lewis added most of these rules have been in place for 35 years and there are very few new rules in the recently completed Design Manual of Rules & Procedures. Rules have been updated and the process has been streamlined, and as Assistant GM Kessarlis noted earlier, an owner can now get some approvals the same day they apply. It accomplishes a lot of what staff has heard from owners over the years and issues such as the plant protections coming up are typical in a document of this size. As such when it does, you revisit the issue and he completely supports doing further research on the issue.

Additionally, GM Lewis will be working with the Design Committee members to ensure that their motions are read in full and when a written decision is issued it references specific sections of the Design Manual. This allows staff or a committee member to be able to reference the manual based on the information on the record and explain how and why that criterion was or was not met or could be met with a condition of approval. This information needs to be specific and not based upon personal feelings. This will also provide a well-documented basis should an appeal occur.

Assistant GM Kessarlis commented that Form "E" is the form that is used for most of the transactions that come through the Community Development Department that are not related to enclosed additions over 600 square feet or new construction. Over 1,000 of those forms came through the department in 2022. We

have now changed that form to include the information listing approval conditions related to a given project such as a hot tub, privacy screen, dog run, etc. Each project has a series of checkboxes that must be completed for the application to be submitted, so it is presented more clearly for owners. This new form should make it easier for both the owners and the Design Committee members to understand.

President Beenen added the Design Committee members are so important to the Association and their helpfulness to owners in understanding the manual and/or why a certain decision is made, or a particular rule is in place is especially important to SROA as a whole. Director Pederson commented that the committee has focused on training a lot more this year and GM Lewis noted that is something that will continue moving forward.

GM Lewis added that all owners have the right to do what they choose on their property as long as they work within the rules that have been in place for many, many years. Staff and the Design Committee's job is to help people realize they have those rights, but they have to be kept within the adopted rules for the community.

OTHER BUSINESS- PUBLIC WORKS BUILDING

GM Lewis reported that as the Board is aware, staff have been working on the land use process for the Public Works building with Deschutes County. As a quick reminder, approval was received, then appealed. An appeal hearing was held Tuesday before last and further conversations and negotiations were held with some of the neighboring properties who had appealed the decision. The parties came to agreement on a few changes to the design. The garage/bay door that was planned for the south side of the building was removed and additional landscaping and fencing between the facility and Sun Eagle Lane was agreed on. On the basis of those discussions, the appeal was withdrawn, saving SROA both time and money.

ADJOURN

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

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

The public meeting adjourned at 12:02 P.M.

Respectfully submitted,

Scott Gillies, SROA Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SROA BOARD ROOM
JUNE 17, 2023**

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

DIRECTOR PRESENT VIA ZOOM: Julianna Hayes

STAFF: James Lewis, Susan Berger & Jesus Mendoza

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

NUMBER OF ATTENDEES: 3

OWNERS FORUM:

Signa Gibson, 12 Forest Lane spoke on multiple issues: 1. She discussed a replacement electric service line on her property replaced by Mid-State Electric and noted that her line was a "direct bury" (no conduit) from many years ago, and that many properties in Sunriver are in the same circumstance. She noted that the direct bury could be a safety/fire hazard and suggested this be communicated to Sunriver owners via the Scene. 2. She noted that there are still problems associated with the multiple addressing (one- or two-digit SROA addresses and five-digit county addresses) and asked if both addresses can be posted on the home. 3. Ms. Gibson inquired about whether it is staff or the owners responsibility to report Design Manual violations as enforcement continues to be lacking. 4. There are a number of lighting violations in the community that staff do not see because they have gone home by the time people have their outdoor lights on. GM Lewis commented that staff often notice things when they are out doing other projects, but frankly we do not have enough staff to have someone specifically out looking just for violations all the time.

Bob Stillson, 10 Belknap Lane, Mr. Stillson addressed two issues: 1. He noted that plant protection is important in establishing new plants in Sunriver. He stated that it is also important to choose the right plants for the environment in Sunriver, but that some degree of protection is appropriate.

2. Mr. Stillson also discussed the need for lifeguards at the Members Pool (all pools). He commented that the lifeguards prevent an unquantified number of accidents and that much of their job is correcting public behavior to keep the pools safe. He noted that lifeguards are first responders that lend to the culture of safety in Sunriver and he fully supports having lifeguards at our facilities at all times. As a regular lap swimmer, he knows he is not invincible nor are some of the others that he swims with, and he swims a lot more comfortably knowing there is someone there to assist if necessary. Additionally, he knows he personally would not be able to save another lap swimmer from the bottom of the pool and perform life saving measures. We cannot quantify how many accidents they prevent, but rest assured, it is many.

OWNER FORUM FOLLOW-UP FROM PREVIOUS MONTH

Director Mobley followed up with owner Paul Evenson, 7 Makaha Lane regarding his concerns about Ladder Fuels Reduction tree removals on commons. Mr. Evenson wanted to meet with GM Lewis and that meeting occurred last week where they discussed a variety of issues. Mr. Evenson had a list of issues some of which GM Lewis was able to address. GM Lewis received a follow-up email from Mr. Evenson thanking him for the visit.

The Board briefly discussed a letter received from owner Glenn Berk, 2 Gannet Lane relative to clean-up of dog defecation and asked the GM to look into what the cost would be add more of the doggie defecation bag stations throughout the community. Director Beard followed up with Mr. Berk and encouraged him to bring extra bags along as sometimes the burden of all falls on a few responsible people. GM Lewis reported that there are currently 24 dog bag stations in Sunriver and Public Works Director Mark Smith is going to be installing six more stations for a total of 30 or one approximately every mile. Unfortunately, some people are just going to break the rules of general etiquette and leave their dog poop bag on the ground.

Director Burke followed up with Tom Wimberly who addressed the Board about the Resort's decision to convert their tennis courts to pickleball courts thus eliminating any indoor tennis option in Sunriver and requesting SROA to consider somehow filling that gap. Director Burke felt they had a good dialogue and Director Burke explained that unfortunately in the last few surveys tennis has failed in comparison with other ideas like a teen center, a bigger workout facility, and pickleball. Additionally, funding for an indoor tennis facility is not in our annual operation budget and would probably necessitate a special assessment to owners which would require a 60% approval from owners via a vote and which might be a stretch to pass.

Mr. Wimberly was appreciative of the follow-up and noted he was just hoping to plant a seed for future planning and suggested that the Parks & Recreation Master Plan is a living document that could be modified going forward.

RECAP OF 6/16/23 BOARD WORK SESSION

President Beenen reported the Board heard a presentation from Ryan Farncomb and Miranda Wells regarding the proposed bike path from Lava Lands to La Pine. Heather McMeekin from Fronk and Co. provided an overview of the 2022 SROA audit noting the Association is receiving a clean audit. Magistrate Jo Zucker provided her 2022 annual report and the number of cases she heard was down significantly from 2021 which is good news. Assistant GM Kessarar provided an update on recreation statistics, a discussion was held on proposed changes to the Bylaws and an update was provided by the Transient Room Tax taskforce.

An update was provided on the legal paperwork for the conveyance of the fire station to the Sunriver Service District as well as the ground and police department leases. The Board discussed the Design Committee Manual of Rules & Procedures and agreed that the subject of plant protections should go back to the Design Committee for further study. The Board discussed the agenda for the annual meeting and reviewed the agenda for today's meeting.

BOARD ACTION

BOARD MEETING MINUTES

Director Burke moved to approve the minutes of the June 16, 2023, board work session meeting minutes as corrected. Seconded by Director Pederson, motion carried unanimously.

Director Burke moved to approve the minutes of the June 17, 2023, board meeting minutes as written. Seconded by Director Mobley, motion passed unanimously.

BOARD ACTION **FINANCIALS**

Treasurer Pederson reported the Association's audit for 2022 has been completed and provided the Association a clean audit. Treasurer Pederson reported that May was similar to previous months with everything looking really good. The operating budget surplus ended the month at \$10,236 against a budget of (\$46,341) resulting in a variance of \$56,577. This is largely attributed to the savings in wages earlier in the quarter/year that were not filled until recently as well as timing of some month-end billings. Year to date, the operating budget surplus is \$33,033 against a budget of (\$197,735) resulting in a positive variance of \$227,768.

On the non-operating revenue side, we had a monthly variance of \$98,683 due in part to the \$74,000 grant received for redoing interpretive signs and interest income exceeding projections. On non-operating expenses, we had a shortfall of (\$62,101) part of which were for ladder fuels reduction payments for work that was supposed to be done in 2022 but did not get finished until 2023 due to inclement weather. We will get reimbursed through the grant awarded to the Association last year in the amount of \$350k. Total surplus year to date is \$1,183,224 and variance to budget is \$421,811.

Looking at cash and investments, we are \$3 million dollars ahead of last year and approximately \$200k ahead of where we were last month so we continue to do well there.

As far as replacement reserves are concerned, not a lot has been spent from there yet but that will change as the 2023 LFR work begins and when fall road projects get underway.

SHARC admissions were \$12,800 better than the budget of \$8,500 and year to date are ahead of budget by \$18,073.

Treasurer Pederson reviewed the assets and liabilities on the balance sheets as well as a review of the cash balances and account holdings and provided clarification as needed.

For the month ended May 31, 2023, there was a net operating surplus of \$10,236 which was \$56,577 better than budget. Operating revenues were less than budget by \$2,039. Positive variance in interest income was offset by shortfalls in recreation special program and event revenues. There is a smaller summer concert (Aug. 26th) being planned for 2023 which will result in less revenues but savings in event costs. Salaries and burden were under budget by a combined \$37,493 due to open full-time and part-time positions in the recreation department. Materials and services were under budget by \$25,631 due to the timing of month-end, contract services and billings for landscape maintenance. All legal invoices though May have been received and legal fees are currently \$7,708 under budget for the year.

Through the first five months of 2023, there was a net operating surplus of \$33,033 which was \$227,768 better than budget. Operating revenues were over budget by \$90,244 mainly due to the Caldera expansion payment, interest income and settlement with architects on the Member Pool DEQ fine. Salaries & burden were under budget by a combined \$112,566. Year to date material and services were less than budget by \$23,331 mainly due to timing of contract services and other services. SROA received a \$74,148 Central Oregon Visitors Association (COVA) grant in May for the purchase of replacement interpretive signage. As of May 31, 2023, there was a combined operating and non-operating surplus of \$1,183,224.

Total assets as of May 31, 2023, were \$39,115,157. Cash and investments totaled \$17,418,192 a decrease of \$227,874 from April. As of the end of May there was \$15,749,792 invested in US Treasuries with durations between 90-day and two years and an average yield of 4.58%. Receivables for maintenance fund and RPP plans were \$139,546 and \$322,559 respectively with \$90,000 in reserve for uncollectible. The second payment for RPP's is due June 1st. The new tunnel was opened at the end of May and construction payment was made in June.

May 31, 2023 (Year to Date Unaudited)

	<u>ACTUAL</u>
TOTAL REVENUE	\$5,155,648
TOTAL EXPENSES	\$5,122,615
OPERATING FUND SURPLUS	\$ 33,033

Director Pederson moved approval of the unaudited financial statements for the month ending May 31, 2023. Seconded by Director Burke, motion passed unanimously.

GENERAL MANAGER'S REPORT

GM Lewis reported his recap for activities in May.

GM Lewis continues to participate in the Central Oregon Intergovernmental Council (COIC) Board of Directors meetings as the Tourism and Recreation representative. This will continue to be a monthly on-going participation through end of term of December 31, 2024.

Continues to attend Sunriver/La Pine Economic Development (SLED) Board regarding coordination with south county efforts economic development efforts. This will continue to be a monthly on-going participation.

GM Lewis continues to work with SROA legal counsel regarding a number of items.

GM Lewis continues to attend and participate in the regular monthly meetings of the Owner Enrichment, Finance, and Covenants committees and the Admissions Model Workgroup.

GM Lewis along with Public Works Director Mark Smith have held additional meetings with the contractor and engineer regarding the design for the Public Works building including preparing for the Deschutes County land use decision appeal hearing on June 6th. Update: As was reported yesterday, the parties have come to agreement on the issues in question and the appeal was withdrawn.

GM Lewis attended a fourth meeting with the Central Oregon Intergovernmental Council (COIC) staff to identify needs and partners to prepare for the development of a South County Strategic Planning process.

GM Lewis participated in a Central Oregon Regional Community and Economic Development strategy meeting as part of COIC steering committee.

GM Lewis met with TDS staff as a "kick-off" to physical construction and eventual migration of owners to fiber. Monthly update meetings will be held with TDS staff.

GM Lewis is preparing to provide training to the Design Committee to address Design Manual criteria and write findings/motions.

In the Accounting Department, Controller Healy prepared the unaudited financials for the period ending April 30, 2023.

Accounting staff have been working with the SSD on transitioning their accounting and HR needs to an outside source.

Controller Healy and staff worked with the auditors on the annual Association audit process.

In IT, a ticket system for the IT staff has been implemented to send notifications to all IT staff after a ticket is created for better response times.

All E3 365 licenses have been moved to Business Premium lowering costs by \$2300 per year and adding additional functionality for future cloud functionality and security.

All IT backbone infrastructure has been documented. Server updates and patches are complete, and the inbound call routing and voicemail have been fixed.

Endpoint protection has been installed on all workstations, cybersecurity assessment testing for both the Board and staff has started, and penetration testing will occur quarterly.

IT staff worked with the Public Works Department to move the old access vehicle database to the SQL server.

RV storage cards were created, tested, and delivered to Public Works.

Added a photo upload functionality for Community Development.

IT staff also assisted in creating a spreadsheet for assisting UPS in entering the one/two- and five-digit addresses into their system to make delivering packages more efficient.

The network was configured, and all hardware is functional.

IT staff conducted AV training with events and member services staff.

A new card reader was installed at SHARC and the guest wi-fi was increased to 1 gig.

In the Communications Department, Scene advertising was at \$21,170 (May 2022 was \$20,577.)

There were 270 reads of the online May Scene. Readers from other countries included two readers from Sweden, one from Canada and one from Nigeria.

The SROA website was visited by 8,100 users in May with the most popular pages being weather, Member Pool, pickleball, tree flagging, member preference program.

The SHARC website was visited by 11,000 users with the most popular pages being aquatic hours, rec swim, admission, outdoor aquatics, and plan your visit.

Sunriver Style had 2,000 visits with popular pages being pathways, what is going on, river adventures, and getting here.

May eblasts included information about the Abbot Drive, Circle 1 tunnel reopening, river shuttle service, Member Pool opening, hazardous smoke and potential recreational closures.

Shae Callewaert was hired to fill the open position in the Scene. He started on May 22nd and hit the ground running as that was the week of the Scene layout. He is getting comfortable and working on

several other projects.

Additional projects for Communications included updating the SHARC and SROA websites with summer-related information. Promoted June siren testing on website, on social media, and in an email to the property managers.

The Community Development Department reports the Design Committee meetings continue to occur on a regular schedule with multiple items on each agenda – the two May meetings had a total of six items (combined – 1 and 5).

There are currently approximately 314 active projects/building permits (up by 81 from the previous month of April.)

The number of applications submitted in May was down from the same month in 2022 - from 137 in 2022 to 121 in 2023.

Community Development staff continued issuing compliance letters for design and rule violations.

Community Development staff participated in Magistrate Hearings for background on violations and citations.

Community Development staff are assisting with the updating of all the forms related to the Design Manual, which are also available on the website.

The Natural Resources (NR) staff received an additional \$40,936 grant award from Oregon Department of Forestry as part of Central Oregon Shared Stewardship Landscape Resiliency Project. The grant will help fund ladder fuels reduction and tree thinning on commons.

NR staff completed restoration planting at Mary McCallum Park.

Natural Resources staff responded to many phone calls and emails and performed site visits regarding tree removal requests on private property.

Natural Resources staff continued to monitor the LFR tree thinning on commons and performed contract inspections.

Public Works – This department is extremely busy and has a couple of guys out on medical leave.

The new restroom at Mary McCallum is open and the landscaping around the building is complete.

A section of the gravel walking path at Mary McCallum has been paved and opened.

All water sources have been de-winterized. Added several dog bag locations in the community.

The sand volleyball court is ready for the summer.

Markham & Sons, the contractor on the most recently completed Sunriver tunnel by Circle One won a State of Oregon Excellence in Paving award for the tunnel they did at Fort Rock Park last year.

All vehicles have been de-winterized.

Another full round of ladder fuel pickups is complete. There are many, many piles so far this year indicating a lot of owners are doing a fantastic job getting ready for fire season.

There was extensive road and pathway sweeping required after May storms.

The canoe take-out road has been graded and treated.

Graffiti was removed from roads and pathways.

Fleet services sold a retired vehicle lift and made electrical repairs to one of the fire trucks.

CDL rules are being reviewed with all CDL staff members.

In Facilities/Aquatics, SHARC was all ready to fully open for Memorial Day weekend.

The plastering of the indoor pool at SHARC was completed on time and within budget and received a cost adjustment.

Painting of the SHARC facility and outbuildings/fences is 80% complete and SHARC is no longer purple.

At the Members Pool, the three new shade structures are complete. All pools were cleaned, prepped and ready for the holiday and looking beautiful.

All building and pool plumbing have been de-winterized.

The Public Works building received SROA preliminary and final approval with several conditions of approval.

In Recreation, the 2023 MPP sales continue to be well received with few comments about the price increase.

The Members Pool opened for the first time ever on Memorial Day weekend due to the warm weather and the availability of staffing.

Sunday of Memorial Day weekend at SHARC saw 2,300+ people enjoying the facility, comparable to 2017 and 2019 when there were no limits on capacity.

The new patio furniture at SHARC is in and has been well received.

The Café is open on weekends until school is out then they will be open seven days a week.

The ticketed concert, Jobe Fortner, contract is signed, and the concert will be held on Saturday, August 26th.

In Recreation staffing, offers were made for three full-time aquatics positions (2 internal) and the event coordinator position.

Eight lifeguards were certified over Memorial Day weekend and ten more are currently enrolled.

Five additional full-time staff will become certified to teach lifeguard classes from June 12-15th. Staffing continues on an upwards trend for 2023.

LIAISON AND COMMITTEE REPORTS

Copies of the minutes received from committees that met last month were included in the Board binders.

SUNRIVER SERVICE DISTRICT (SSD) REPORT

Director De Alicante reported the search has been narrowed down to three candidates for the fire chief position and they are working on the selection process for the new police chief.

The SSD has purchased 20 SHARC passes to be used by their employees and are being afforded one tee time and free golf for one foursome of SSD employees per day. Their guests will pay at the member rate on golf.

Director Ishmael attended the most recent SSD meeting. He is going to replace Gerhard Beenen on the SSD Board and complete the last year of Gerhard's term.

The police and fire departments reported a quiet month in May.

The County Commissioners will vote on the 2023-24 SSD budget on June 21st.

Annual performance reviews for the fire and police chiefs are underway.

President Beenen added the SSD is waiting on the Deschutes County building permit for the new Public Safety building and they are hopeful that will arrive by the end of the month. Mobilization will start on July 7th, and they are prepared to start excavation right away. If the building permits do not arrive by the end of the month, things will be a bit harder. The County will be providing the second \$2 million dollars they have committed after July 1st.

The construction has been divided into two bid packages. The first is all of the new building that is going in and that package has been bid on by both the contractors and sub-contractors. The second bid package will deal with the modifications to the existing building both upstairs and down. Those will go out soon and will be due back by mid-August. At that point, they will know what the total cost for the project will be.

The minutes of the April 13, 2023, meeting are included in the board binders.

BOARD ACTION

2022 AUDIT

Director Burke moved to accept the 2022 audit as prepared by Price, Fronk & Co. as presented. Seconded by Director De Alicante motion passed unanimously.

BOARD ACTION

2022 MAGISTRATES REPORT

Director Ishmael moved to accept the 2022 Magistrates report as presented. Seconded by Director Mobley, motion passed unanimously.

BOARD ACTION

SR BYLAWS SECTION IX

Director Mobley moved to approve the proposed revisions to Section IX of the Sunriver Bylaws as presented to provide clarification on the procedures for pro/con statements in a Special Election and to address housekeeping items, including those items offered by the Board President today. Seconded by Director Ishmael, motion passed unanimously.

BOARD ACTION
ELECTION OF 2023/24 BOARD OFFICERS

Director De Alicante moved to approve the SROA board officer appointments of Gerhard Beenen, President, Bill Burke, Vice President, Clark Pederson, Treasurer, Bill Burke, Assistant Treasurer, Scott Gillies, Secretary, and Linda Beard, Assistant Secretary, subject to the results of the 2023 SROA election. Seconded by Director Pederson, motion passed unanimously.

OTHER BUSINESS
SR RESORT DRONE LIGHT SHOW

GM Lewis reported he received a call from SR Resort Director of Operations, Josh Willis late Thursday afternoon regarding the Resort's desire to hold a drone light show on Saturday, July 8th. They have completed the necessary form for a Special Event. This will take place behind the lodge where the driving range is for the Meadows Golf Course. The show will start at 9:30 P.M. and will last approximately nine minutes and will include 75 drones. GM Lewis is completely supportive of this move away from fireworks and unless the Board has an issue with it, he will sign off on the permit. The Board responded they do not have a problem with this proposed event, and they too are happy to see other alternatives to fireworks.

OTHER BUSINESS
PLANT PROTECTION
SR DESIGN MANUAL OF RULES & PROCEDURES

The Board held further discussion about the issue of plant protection and their desire to have the Design Committee revisit this issue with specific instructions from the Board.

The barriers will need to be plant specific and barriers need to be limited in size to the perimeter of the individual plant/tree. GM Lewis, just clarifying, so he can relay to the committee what the Board is requesting of them; the protection of trees and vegetation, what is necessary for each individual plant and the perimeter is specific to that size of plant and that some level of protection needs to be allowed.

Director Gillies added that there is simply not a one solution answer to this issue which is why numerous groups of people have wrestled with it. There is a wide variety of issues that will arise from this, and he is just cautioning that if you are not careful you are going to have fences around everything. If that is the aesthetic we are going for, so be it. Director Ishmael added that the committee needs to take a positive approach instead of excuses why it will not work as you can do that all day long and ruin any discussion. Director Ishmael went on to say there needs to be a level of customer service involved.

GM Lewis added that this issue from the perspective of enforcement cannot be ignored. Let's say they come up with a two-year allowance for a particular tree protection that can only be a certain height, etc. Then it is up to our staff to go out and monitor and enforce and we are not currently staffed to efficiently

do so. It is one thing to create a rule and it is another thing to enforce it.

Director Mobley added that in all deference and respect for the Design Committee, perhaps it would be appropriate since this will be the first demonstration of this being a living document if they have any suggestions on process for amendments to the new manual.

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

Director Burke to adjourn the meeting. Seconded by Director Mobley, motion passed unanimously.

The meeting was adjourned at 11:24 A.M.

Respectfully Submitted,

Scott Gillies, SROA Secretary

(2)

FINANCIAL REPORT & RESOLUTIONS

Approval of unaudited June 2023 Financials

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Accounting

DATE: 7/15/23

SUBJECT: Unaudited Financial Statements

ACTION REQUESTED- I, Director _____ move approval of the unaudited SROA financial statements for the month ending June 30, 2023 as presented.

ATTACHMENTS: June 2023 Financial Statement

SUBMITTED BY:

Name

Joe Healy

Position

SROA Controller

INTEROFFICE MEMORANDUM

TO: FINANCE COMMITTEE
FROM: JOE HEALY
SUBJECT: JUNE 30, 2023 YEAR-TO-DATE UNAUDITED FINANCIALS
DATE: 7/10/2023

Income Statement

For the month ended June 30, 2023, there was a net operating surplus of \$72,317 which was \$121,614 better than the budget. Operating revenues were over budget by \$1,366. Positive variances in RPP and MPP pass sales along with higher than plan interest income were partially offset by shortfalls in recreation special program and event revenues. Salaries and burden were under budget by a combined \$48,896 mainly due to open p/t positions in the recreation department. Materials & services were under budget by \$80,056 due to the early timing of the month-end closing and savings in the ticketed concert event costs.

Through the first six months of 2023, there was a net operating surplus of \$107,162 which was \$351,194 better than budgeted. Operating revenues were over budget by \$93,423 mainly due to a Caldera expansion payment, interest income, and positive variances in design review and park reservations. Year-to-date MPP and RPP revenues are at 81.1% and 99.3% of their respective annual goal. Salaries & burden were under budget by a combined \$161,462 through the first half of the year, this positive variance is expected to continue throughout the year. \$340,370 has been earned in interest income year-to-date in the operating and reserve accounts. As of June 30, 2023, there was a combined operating and non-operating surplus of \$1,050,652 which was \$482,179 better than budget.

Balance Sheet/Investments

Total assets as of June 30, 2023, were \$38,422,541. Cash and investments totaled \$16,766,707, a decrease of \$655,898 from May. As of the end of June there was \$15,804,279 invested in US Treasuries with durations between 90-day and 2-year and average yield of 4.58%. Receivables for owner's fees (maintenance fund, storage space, fines) and RPP payment plans were \$171,653 and \$162,398 respectively with \$90,000 in reserve for uncollectible on the receivables. The annual storage space fees were billed in June and the second installment payment for RPP passes was received at the beginning of June. Fixed assets placed into service the 2nd quarter of 2023 included: plastering of the SHARC indoor pool, conduit to Owner's Pool, SHARC UV system, VFD starters and return grating. In the second quarter there was \$532,320 spent on the tunnel project, ladder fuel reduction work and road/pathway asphalt. We are awaiting the next reimbursement payment for the ladder fuel grant of \$173,000.

Sunriver Owners Association

Key Data Sheet

June 30, 2023

OPERATING	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Total Operating Revenue	\$1,223,272	\$1,221,906	\$1,366	\$6,380,733	\$6,287,310	\$93,423
Total Operating Expenses *	\$1,150,955	\$1,271,203	\$120,248	\$6,273,571	\$6,531,342	\$257,771
Operating Budget Surplus / (Deficit)	\$72,317	(\$49,297)	\$121,614	\$107,162	(\$244,032)	\$351,194

NON-OPERATING	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Total Non-Operating Revenue *	\$380,727	\$359,681	\$21,046	\$2,362,622	\$2,178,955	\$183,667
Total Non-Operating Expenses	\$587,430	\$547,325	(\$40,105)	\$1,419,132	\$1,410,450	(\$8,682)
Non-Op Budget Surplus / (Deficit)	(\$206,703)	(\$187,644)	(\$19,059)	\$943,490	\$768,505	\$174,985
Total Surplus / (Deficit)	(\$134,386)	(\$236,941)	\$102,555	\$1,050,652	\$524,473	\$526,179

* Includes Reserve Fund Contributions of \$1,901,714

Cash/Investment Balances	As of	As of	Change
	06/30/23	06/30/22	
Operating Fund	\$4,119,187	\$3,600,205	\$518,982
Capital Reserve Fund	\$10,913,119	\$9,018,845	\$1,894,274
Recreation Operating Reserve Balance	\$1,341,694	\$1,305,349	\$36,345
SHARC Reserve Balance	\$392,707	\$411,515	(\$18,808)
Total Cash/Investment Balance	\$16,766,707	\$14,335,914	\$2,430,793

12/31/22	12/31/23
Balance	Projection
\$3,768,492	\$3,701,339
\$9,040,925	\$8,225,367
\$1,314,150	\$1,364,582
\$560,790	\$144,836
\$14,684,358	\$13,436,124

	12/31/2022	12/31/2021
Capital Reserve Percent Funded (Replacement Items & New Capital) * 70-100% Funded by 2042 per Consolidated Plan	56.1%	38.9%

12/31/23	12/31/24	12/31/25
Projected	Projected	Projected
48.7%	46.4%	48.0%

Replacement Reserves	As of 06/30/23
2023 Replacement Reserve Budget	\$1,934,951
YTD Expenditures	(\$624,438)
Remaining Budget - Replacement Items	\$1,310,513
2023 SHARC Replacement Reserve Budget	\$402,915
YTD Expenditures	(\$402,724)
Remaining Budget - SHARC Replacement Items	\$191
2023 New Capital Budget	\$2,720,200
YTD Expenditures	(\$179,507)
Remaining Budget - New Capital	\$2,540,693
Note: Funds are not transferred from Reserves to Operations until asset is placed into service	

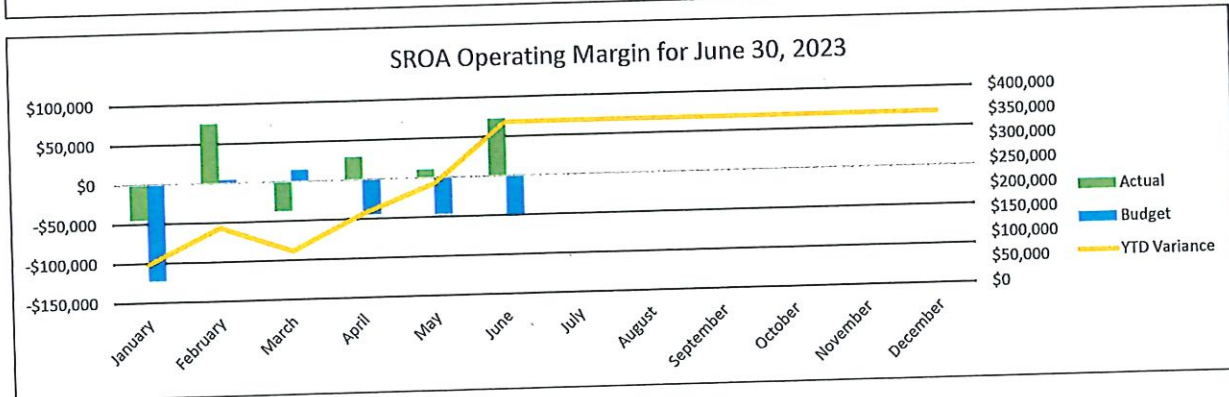
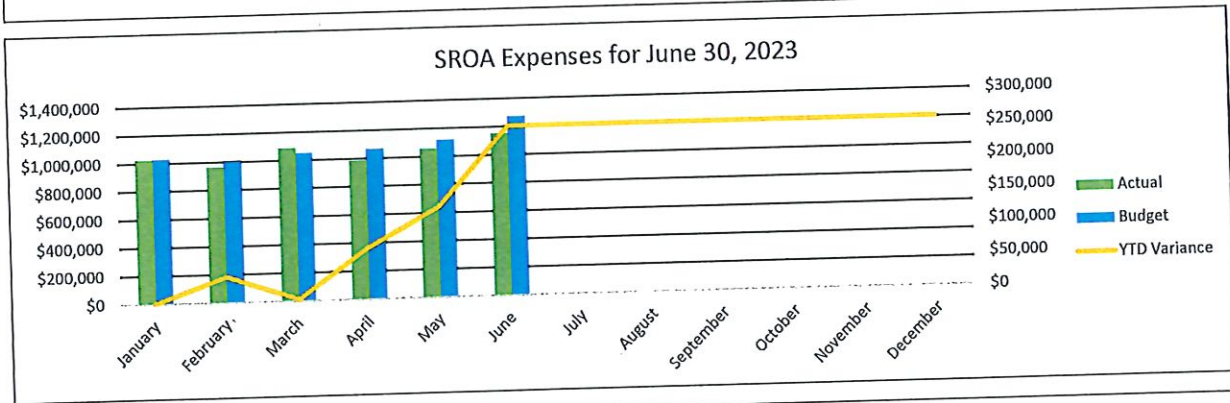
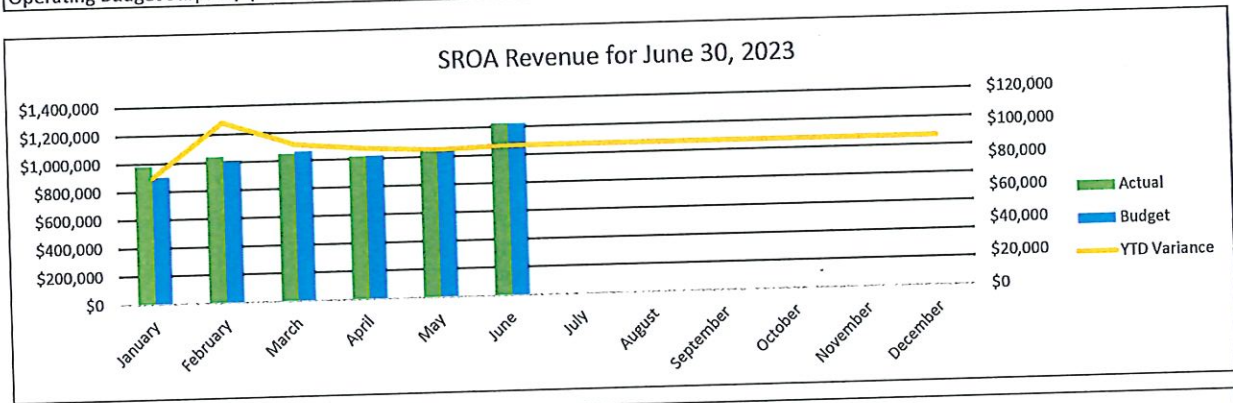
Aging Summary (\$90,000 in Allowance for Bad Debt)				
current & over 30	over 60	over 90	over 120	Total
\$60,191	\$5,209	\$3,759	\$102,493	\$171,653

Recreation Pass Sales	As of	As of	Difference
	06/30/23	06/30/22	
Recreation Plus	913	906	7
Member Preference	5,811	5,674	137

SHARC Admissions (\$587k annual budget)	Current Month - 06/30/23			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Admissions	\$87,035	\$85,550	\$1,485	\$137,808	\$118,250	\$19,558

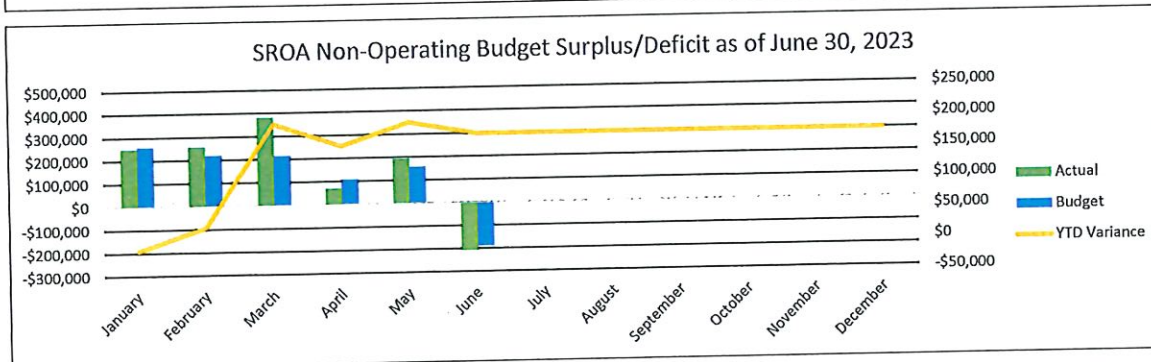
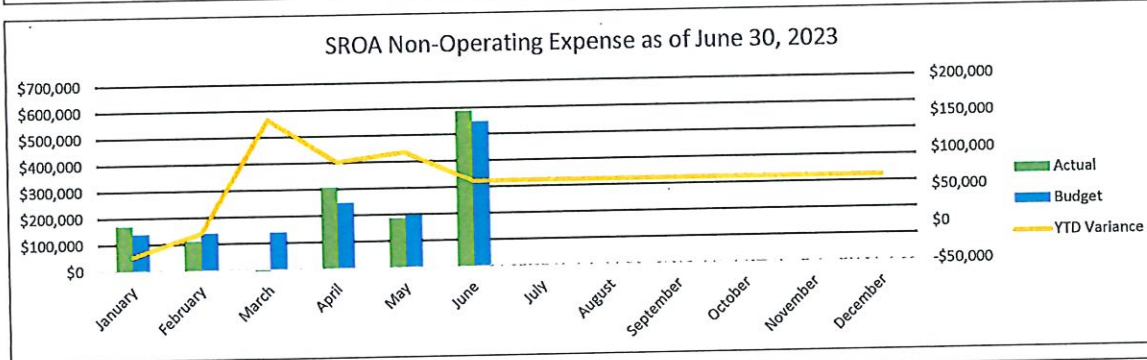
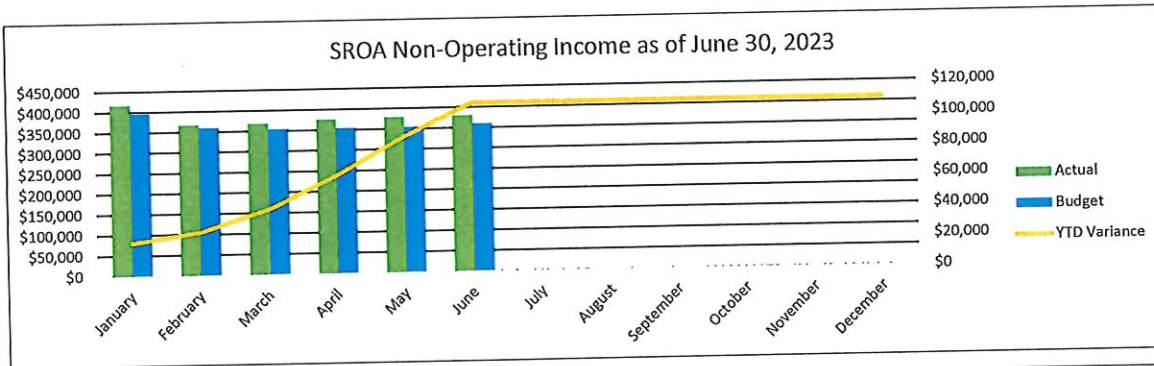
SROA Operating Income Statement as of June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ASSESSMENTS	\$656,469	\$656,461	\$8	\$3,938,815	\$3,938,768	\$47
PROGRAM REVENUE	\$512,336	\$519,800	-\$7,464	\$2,142,180	\$2,170,682	-\$28,502
INTEREST INCOME - OPERATING	\$19,398	\$7,000	\$12,398	\$144,056	\$72,500	\$71,556
OTHER INCOME	\$35,069	\$38,645	-\$3,576	\$155,682	\$105,360	\$50,322
Total Revenue	\$1,223,272	\$1,221,906	\$1,366	\$6,380,733	\$6,287,310	\$93,423
Department Expenses						
SALARIES	\$398,397	\$433,914	\$35,517	\$2,050,681	\$2,175,114	\$124,433
BURDEN	\$121,367	\$134,746	\$13,379	\$659,562	\$696,591	\$37,029
MATERIALS & SERVICES	\$233,869	\$313,925	\$80,056	\$1,224,542	\$1,327,929	\$103,387
Total Department Expenses	\$753,633	\$882,585	\$128,952	\$3,934,785	\$4,199,634	\$264,849
Non-Department Expenses						
INSURANCE & LEGAL	\$67,024	\$58,333	-\$8,691	\$357,919	\$349,998	-\$7,921
OTHER EXPENSES	\$13,346	\$13,333	-\$13	\$79,153	\$79,998	\$845
RSRV FUND CONTRIBUTION	\$316,952	\$316,952	\$0	\$1,901,714	\$1,901,712	-\$2
Total Non-Department Expenses	\$397,322	\$388,618	-\$8,704	\$2,338,786	\$2,331,708	-\$7,078
Total Operating Revenue & Expenses						
Total Operating Revenue	\$1,223,272	\$1,221,906	\$1,366	\$6,380,733	\$6,287,310	\$93,423
Total Operating Expenses	\$1,150,955	\$1,271,203	\$120,248	\$6,273,571	\$6,531,342	\$257,771
Operating Budget Surplus / (Deficit)	\$72,317	-\$49,297	\$121,614	\$107,162	-\$244,032	\$351,194



SROA Non-Operating Income Statement as of June 30, 2023

Non-Operating Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INTEREST INCOME - SKY PARK	\$149	\$0	\$149	\$255	\$0	\$255
SKY PARK ASSESSMENT	\$1,729	\$1,729	\$0	\$10,374	\$10,374	\$0
INTEREST INCOME - CAS	\$36,966	\$17,000	\$19,966	\$196,314	\$107,617	\$88,697
SPECIAL ASSESSMENT	\$24,931	\$24,000	\$931	\$179,817	\$159,250	\$20,567
GRANT REVENUE	\$0	\$0	\$0	\$74,148	\$0	\$74,148
REGULAR REPLACEMENT RESERVE	\$316,952	\$316,952	\$0	\$1,901,714	\$1,901,714	\$0
Total Revenue	\$380,727	\$359,681	\$21,046	\$2,362,622	\$2,178,955	\$183,667
Non-Operating Expenses						
DEPRECIATION	\$143,067	\$146,025	\$2,958	\$842,642	\$853,150	\$10,508
GAIN/LOSS ON SALE OF ASSET	-\$2,000	\$0	\$2,000	-\$44,000	\$0	\$44,000
SKY PARK EXPENSES	\$0	\$0	\$0	\$949	\$0	-\$949
RESERVE BANK CHARGES	\$1,414	\$1,300	-\$114	\$7,816	\$7,300	-\$516
LADDER FUEL REDUCTION	\$25,643	\$0	-\$25,643	\$25,409	\$0	-\$25,409
ROAD & PATHWAY PROJECT	\$419,306	\$400,000	-\$19,306	\$586,316	\$550,000	-\$36,316
OTHER RESERVE EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$587,430	\$547,325	-\$40,105	\$1,419,132	\$1,410,450	-\$8,682
Other Reserve Expense						
Total Non-Operating Revenue	\$380,727	\$359,681	\$21,046	\$2,362,622	\$2,178,955	\$183,667
Total Non-Operating Expenses	\$587,430	\$547,325	-\$40,105	\$1,419,132	\$1,410,450	-\$8,682
Non-Op Budget Surplus / (Deficit)	-\$206,703	-\$187,644	-\$19,059	\$943,490	\$768,505	\$174,985
Oper & Non-Oper Surplus / (Deficit)	-\$134,386	-\$236,941	\$102,555	\$1,050,652	\$524,473	\$526,179



SROA Balance Sheet as of June 30, 2023

Assets

Accounts	Current Month	Previous Month	Change in Balance	Comments
CASH & INVESTMENTS				
OPERATING FUND - UNRESTRICTED	\$4,119,187	\$5,149,135	-\$1,029,948	Operations and reserve activity
OPER. RESERVE FUND - RESTRICTED	\$1,341,694	\$1,337,277	\$4,417	
RESERVE FUND - RESTRICTED	\$10,913,119	\$10,560,614	\$352,505	Transfer from operations
SHARC RESERVE FUND - RESTRICTED	\$392,707	\$375,578	\$17,129	
TOTAL CASH AND INVESTMENTS	\$16,766,707	\$17,422,605	-\$655,898	
RECEIVABLES				
A/R MISC	\$352	\$2,843	-\$2,491	
NSF CHECKS	\$0	\$0	\$0	
MAINT FUND RECEIVABLES	\$171,653	\$136,857	\$34,796	Storage space billing
A/R RECREATION RECEIVABLES	\$162,698	\$322,087	-\$159,389	2nd payment for RPP properties
CABLE TV ROW FEE RECEIVABLE	\$28,000	\$0	\$28,000	2nd qtr. ROW fee from TDS
DUE FROM SSD	\$11,537	\$10,645	\$892	
RESERVE - UNCOLLECTIBLES	-\$90,000	-\$90,000	\$0	
TOTAL RECEIVABLES	\$284,239	\$382,431	-\$98,192	
INVENTORY				
FUEL INVENTORY	\$13,696	\$14,924	-\$1,228	
MERCHANDISE INVENTORY	\$58,335	\$55,226	\$3,109	
TOTAL INVENTORY	\$72,031	\$70,150	\$1,881	
FIXED ASSETS				
REAL PROPERTY	\$28,492,210	\$28,354,076	\$138,134	Indoor Pool plastering
CAPITAL EQUIPMENT	\$7,770,578	\$7,590,929	\$179,649	Conduit, UV system, return grating
CONSTRUCTION IN PROGRESS	\$609,512	\$682,404	-\$72,892	
ACCUMULATED DEPRECIATION	-\$15,988,652	-\$15,873,039	-\$115,613	
TOTAL FIXED ASSETS	\$20,883,648	\$20,754,370	\$129,278	
OTHER ASSETS				
PREPAID INSURANCE	\$292,174	\$346,444	-\$54,270	
OTHER PREPAID EXPENSES	\$123,742	\$143,569	-\$19,827	
TOTAL OTHER ASSETS	\$415,915	\$490,014	-\$74,099	
TOTAL ASSETS	\$38,422,541	\$39,119,570	-\$697,029	

SROA Balance Sheet as of June 30, 2023

Liabilities

Accounts	Current Month	Previous Month	Change in Balance	Comments
ACCOUNTS PAYABLE	\$113,985	\$110,174	\$3,811	
ACCRUED LIABILITIES				
VACATION PAY	\$234,583	\$237,463	-\$2,880	
PAYROLL TAXES AND BENEFITS	\$234,079	\$203,887	\$30,192	
TOTAL ACCRUED LIABILITIES	\$468,662	\$441,350	\$27,312	
DEPOSITS				
LEASE	\$7,500	\$7,500	\$0	
ESCROW, SHARC RENTAL	\$207,026	\$207,178	-\$152	
TOTAL DEPOSITS	\$214,526	\$214,678	-\$152	
DEFERRED REVENUE				
DEF REV - MAINTENANCE FUND	\$2,827,219	\$3,351,924	-\$524,705	Monthly recognition of revenue
DEF REV - MEMBER PREFERENCE	\$242,235	\$236,749	\$5,486	June sales & monthly recognition of revenue
DEF REV - RECREATION PLUS	\$1,237,030	\$1,410,862	-\$173,832	June sales & monthly recognition of revenue
DEF REV - CAMP	\$5,097	\$5,097	\$0	
DEF REV - GIFT CARD	\$6,904	\$6,874	\$30	
DEF REV - RV STORAGE	\$106,745	\$7,341	\$99,404	2023-24 Storage Space billing
DEF REV - SPECIAL ASSESSMENT	\$0	\$0	\$0	
TOTAL DEFERRED REVENUE	\$4,425,230	\$5,018,846	-\$593,616	
TOTAL LIABILITIES	\$5,222,403	\$5,785,047	-\$562,644	
RETAINED EARNINGS	\$32,149,486	\$32,149,486	\$0	
SURPLUS/(DEFICIT) CURR YR	\$1,050,652	\$1,185,036	-\$134,384	
TOTAL RETAINED EARNINGS	\$33,200,138	\$33,334,522	-\$134,384	
TOTAL LIABILITIES AND RETAINED EARNINGS	\$38,422,541	\$39,119,570	-\$697,029	

SROA Cash Balances as of June 30, 2023

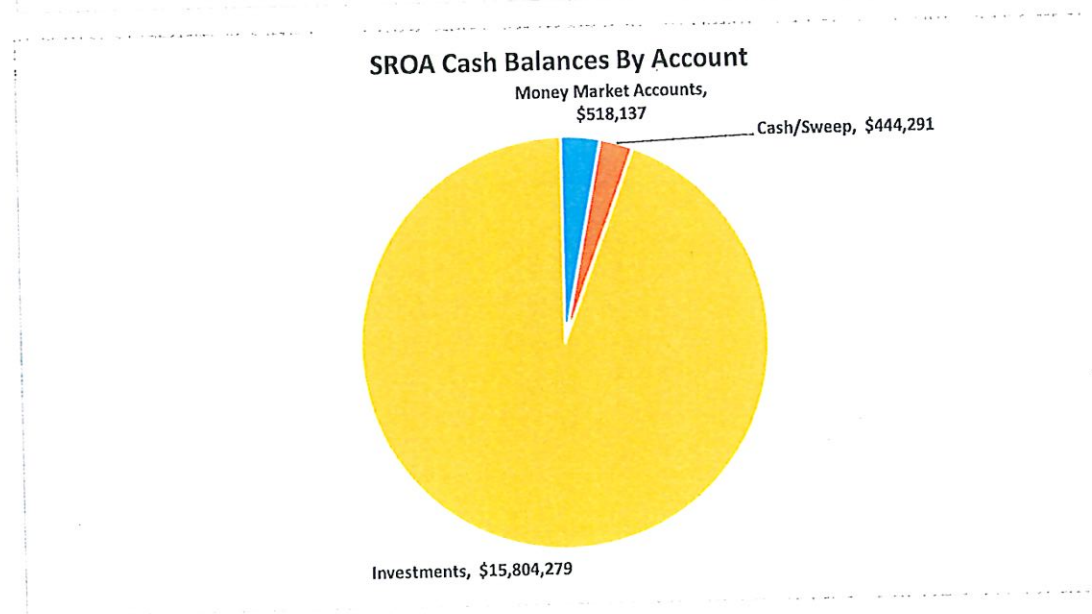
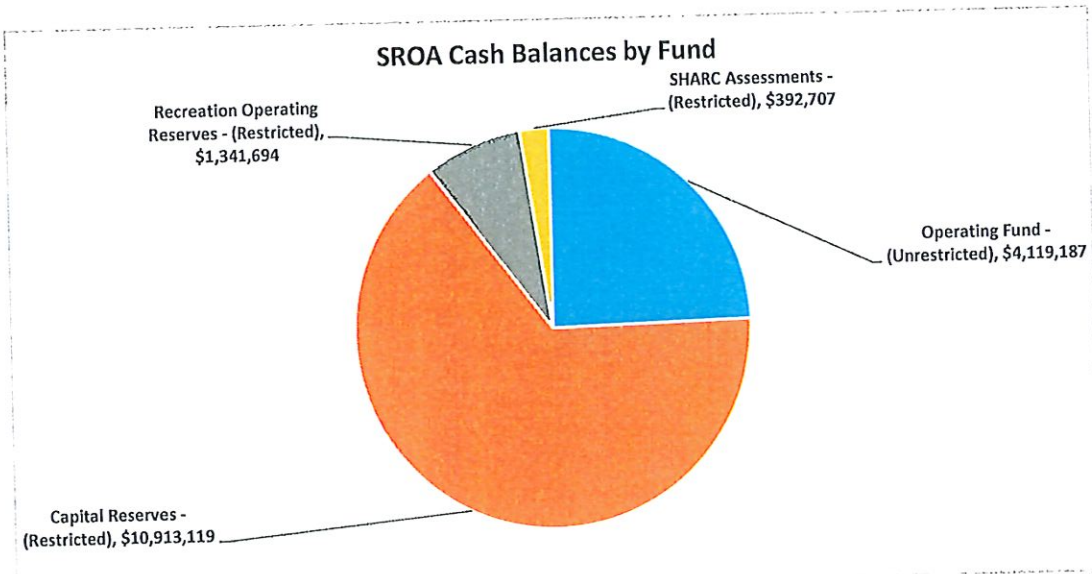
Fund Name	This Month Balance	Last Month Balance	Change in Balance
Operating Fund - (Unrestricted)	\$4,119,187	\$5,149,135	-\$1,029,948
Capital Reserves - (Restricted)	\$10,913,119	\$10,560,614	\$352,505
Recreation Operating Reserves - (Restricted)	\$1,341,694	\$1,337,277	\$4,417
SHARC Assessments - (Restricted)	\$392,707	\$375,578	\$17,129
Total	\$16,766,707	\$17,422,605	-\$655,897

June 30, 2022
\$3,600,205
\$9,018,845
\$1,305,349
\$411,515
\$14,335,913

Account Holdings	This Month Balance	Last Month Balance	Change in Balance
Money Market Accounts	\$518,137	\$1,017,594	-\$499,456
Cash/Sweep	\$444,291	\$655,220	-\$210,929
CDARS	\$0	\$0	\$0
Investments	\$15,804,279	\$15,749,792	\$54,487
Total	\$16,766,707	\$17,422,605	-\$655,897

June 30, 2022
\$1,410,399
\$440,969
\$1,750,062
\$10,734,484
\$14,335,913

FIW Monthly Fees



SROA REVENUES Detail June 30, 2023

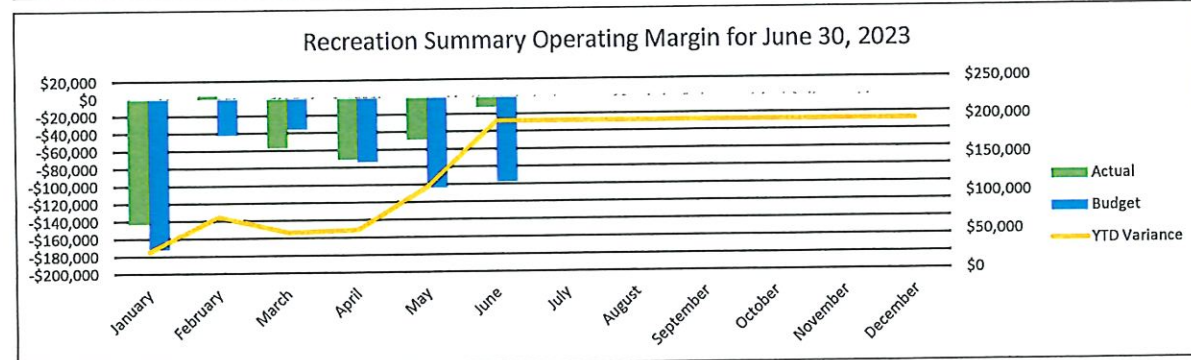
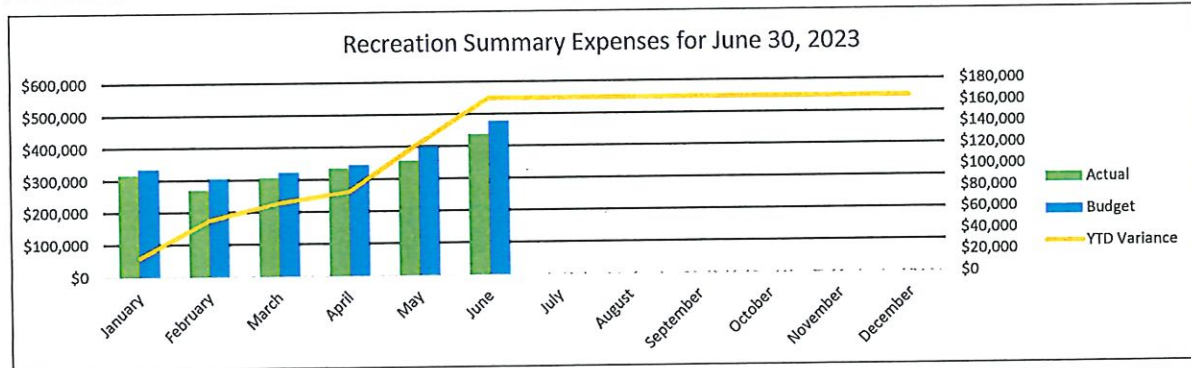
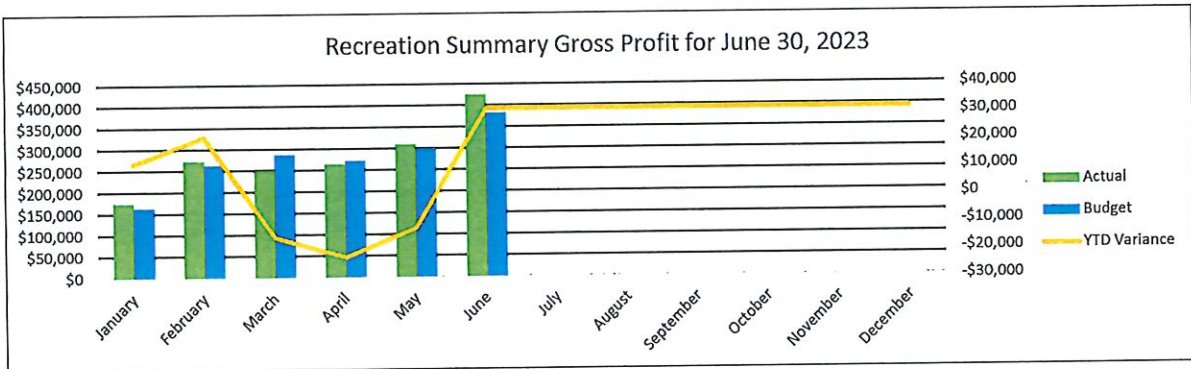
Sources of Revenue	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
REGULAR ASSESSMENTS	\$641,711	\$641,711	\$0	\$3,850,265	\$3,850,265	\$0	
RESORT ASSESSMENTS	\$9,809	\$10,308	-\$499	\$58,852	\$61,845	-\$2,993	
COMMERCIAL ASSESSMENTS	\$4,950	\$4,443	\$507	\$29,699	\$26,658	\$3,041	
SKYPARK ASSESSMENTS	\$1,729	\$1,729	\$0	\$10,374	\$10,374	\$0	
FIN CHR/LATE FEES	\$1,380	\$1,100	\$280	\$8,993	\$6,600	\$2,393	
INTEREST INC - OPERATING	\$19,398	\$7,000	\$12,398	\$144,056	\$72,500	\$71,556	Higher return on investments
INTEREST INC - SKYPARK	\$149	\$0	\$149	\$255	\$0	\$255	
INTEREST INC - RESERVE	\$36,966	\$17,000	\$19,966	\$196,314	\$107,617	\$88,697	Higher return on investments
REC PROGRAMS & FEES	\$138,618	\$163,376	-\$24,758	\$265,464	\$303,384	-\$37,920	Concert, space rental
RECREATION PLUS PROGRAM	\$232,847	\$220,535	\$12,312	\$1,246,355	\$1,244,804	\$1,551	99.3% of goal
MEMBER PREFERENCE	\$74,974	\$70,200	\$4,774	\$244,900	\$237,155	\$7,745	81.1% of goal
SPACE RENTAL	\$6,860	\$6,860	\$0	\$41,160	\$41,160	\$0	
SCENE ADVERTISING	\$23,520	\$22,500	\$1,020	\$134,608	\$133,200	\$1,408	
RV STORAGE	\$10,871	\$8,149	\$2,722	\$51,404	\$48,894	\$2,510	
DESIGN REVIEW	\$10,746	\$12,091	-\$1,345	\$74,408	\$66,771	\$7,637	SSD public safety building
CONTRACTOR REGISTRATION	\$825	\$1,350	-\$525	\$7,350	\$12,250	-\$4,900	
FINES	\$200	\$2,250	-\$2,050	\$4,400	\$8,850	-\$4,450	
A/V REVENUE	\$75	\$100	-\$25	\$1,125	\$600	\$525	
PARK RESERVATIONS	\$1,540	\$0	\$1,540	\$8,910	\$0	\$8,910	Ft. Rock Park Reservations
TRAIL USE FEES	\$0	\$0	\$0	\$0	\$0	\$0	
RIGHT OF WAY FEE	\$28,000	\$28,500	-\$500	\$56,748	\$57,000	-\$252	
SUNRIVER SERVICE DISTRICT	\$11,047	\$12,149	-\$1,102	\$61,062	\$72,894	-\$11,832	Less SSD vehicle repairs
LA PINE REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	
SPECIAL ASSESSMENTS	\$24,931	\$24,000	\$931	\$179,817	\$159,250	\$20,567	SHARC Payoffs
MISC INCOME	\$5,919	\$9,285	-\$3,366	\$165,124	\$42,480	\$122,644	Caldera Expansion, COVA Grant for Signs
Total Revenue	\$1,287,065	\$1,264,636	\$22,429	\$6,841,643	\$6,564,551	\$277,092	

SROA Expense Detail June 30, 2023

Expense Categories	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
ADMINISTRATION	\$91,095	\$99,437	\$8,342	\$591,438	\$614,129	\$22,691	Supply savings, timing of contract services
INSURANCE	\$47,221	\$45,833	-\$1,388	\$283,323	\$274,998	-\$8,325	New vehicles on policy
ADMINISTRATION BUILDING MAINTENANCE	\$4,725	\$4,943	\$218	\$29,160	\$31,581	\$2,421	
COMMUNICATIONS	\$22,926	\$30,899	\$7,973	\$160,634	\$192,213	\$31,579	Labor savings, timing of contract services payments, advertising
LEGAL	\$19,804	\$12,500	-\$7,304	\$74,596	\$75,000	\$404	All invoices received ytd
NORTH POOL MAINTENANCE	\$7,868	\$5,414	-\$2,454	\$28,872	\$25,336	-\$3,536	
TENNIS MAINTENANCE	\$1,003	\$2,043	\$1,040	\$8,670	\$11,878	\$3,208	
PUBLIC WORKS/ROAD MAINT	\$79,765	\$88,833	\$9,068	\$552,713	\$547,956	-\$4,757	
PATHWAY MAINTENANCE	\$3,479	\$9,256	\$5,777	\$47,342	\$53,032	\$5,690	Labor allocations
PARKS MAINTENANCE	\$18,201	\$12,547	-\$5,654	\$64,691	\$62,843	-\$1,848	Labor allocations, supply savings
SKYPARK	\$0	\$0	\$0	\$949	\$0	-\$949	
STORAGE YARD	\$2,416	\$2,404	-\$12	\$12,516	\$13,614	\$1,098	
ROAD RESURFACING	\$6,872	\$1,578	-\$5,294	\$7,874	\$7,997	\$123	
SHARC MAINTENANCE	\$24,490	\$40,297	\$15,807	\$209,155	\$224,148	\$14,993	Labor allocations, landscape maintenance invoice not received
NORTH POOL REC	\$33,743	\$34,152	\$409	\$65,239	\$67,554	\$2,315	
TENNIS REC	\$7,102	\$12,211	\$5,109	\$11,221	\$17,507	\$6,286	P/T labor savings
RECREATION MGMT/SHARC	\$260,164	\$282,324	\$22,160	\$1,100,270	\$1,237,805	\$137,535	Labor and burden savings, cost of concert
FIRE STATION BUILDING	\$0	\$0	\$0	\$0	\$0	\$0	
COMMUNITY DEVELOPMENT	\$33,781	\$38,906	\$5,125	\$241,109	\$229,137	-\$11,972	Additional labor to assist with archive project
NATURAL RESOURCES	\$66,871	\$73,764	\$6,893	\$269,988	\$287,784	\$17,796	Nature Center invoice(s) not received
FLEET SERVICES	\$32,801	\$37,024	\$4,223	\$245,775	\$235,905	-\$9,870	Labor allocations
ACCOUNTING	\$39,593	\$38,074	-\$1,519	\$242,004	\$233,669	-\$8,335	Bank charges, additional labor due to maternity leave
PPD DUES EXPENSE	\$13,346	\$13,333	-\$13	\$79,153	\$79,998	\$845	
DEPRECIATION	\$143,067	\$146,025	\$2,958	\$842,642	\$853,150	\$10,508	
ROAD/PATHWAY PROJECTS & LFR	\$444,948	\$400,000	-\$44,948	\$611,724	\$550,000	-\$61,724	LFR work - to be reimbursed through grant
Total Expense	\$1,405,281	\$1,431,797	\$26,516	\$5,781,058	\$5,927,234	\$146,176	

Recreation Summary June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
GATE FEE, ACCESS, PROGRAM	\$442,583	\$451,111	-\$8,528	\$1,749,583	\$1,777,843	-\$28,260
MISCELLANEOUS INCOME	\$0	\$0	\$0	-\$1	\$0	-\$1
Total Revenue	\$442,583	\$451,111	-\$8,528	\$1,749,582	\$1,777,843	-\$28,261
Cost of Goods Sold						
RECREATION COGS	\$16,737	\$68,479	\$51,742	\$46,113	\$105,546	\$59,433
Gross Profit	\$425,846	\$382,632	\$43,214	\$1,703,469	\$1,672,297	\$31,172
Expense Categories						
REC ADMIN/SHARC OPERATIONS	\$260,164	\$282,324	\$22,160	\$1,100,270	\$1,237,805	\$137,535
NORTH POOL OPERATIONS	\$33,743	\$34,152	\$409	\$65,239	\$67,554	\$2,315
TENNIS OPERATIONS	\$7,102	\$12,211	\$5,109	\$11,221	\$17,507	\$6,286
SHARC MAINTENANCE	\$24,490	\$40,297	\$15,807	\$209,155	\$224,148	\$14,993
NORTH POOL MAINTENANCE	\$7,868	\$5,414	-\$2,454	\$28,872	\$25,336	-\$3,536
TENNIS MAINTENANCE	\$1,003	\$2,043	\$1,040	\$8,670	\$11,878	\$3,208
DEPRECIATION	\$102,751	\$102,500	-\$251	\$602,622	\$607,000	\$4,378
Total Expenses	\$437,121	\$478,941	\$41,820	\$2,026,049	\$2,191,228	\$165,179
Total Revenue & Expenses						
Gross Profit	\$425,846	\$382,632	\$43,214	\$1,703,469	\$1,672,297	\$31,172
Total Expenses	\$437,121	\$478,941	\$41,820	\$2,026,049	\$2,191,228	\$165,179
Gross Profit - Expenses	-\$11,275	-\$96,309	\$85,034	-\$322,580	-\$518,931	\$196,351

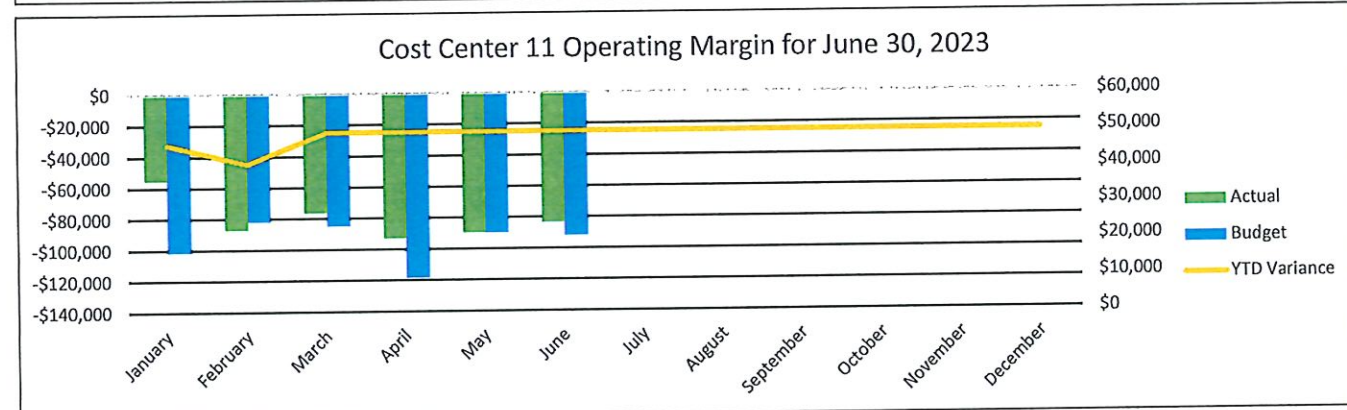
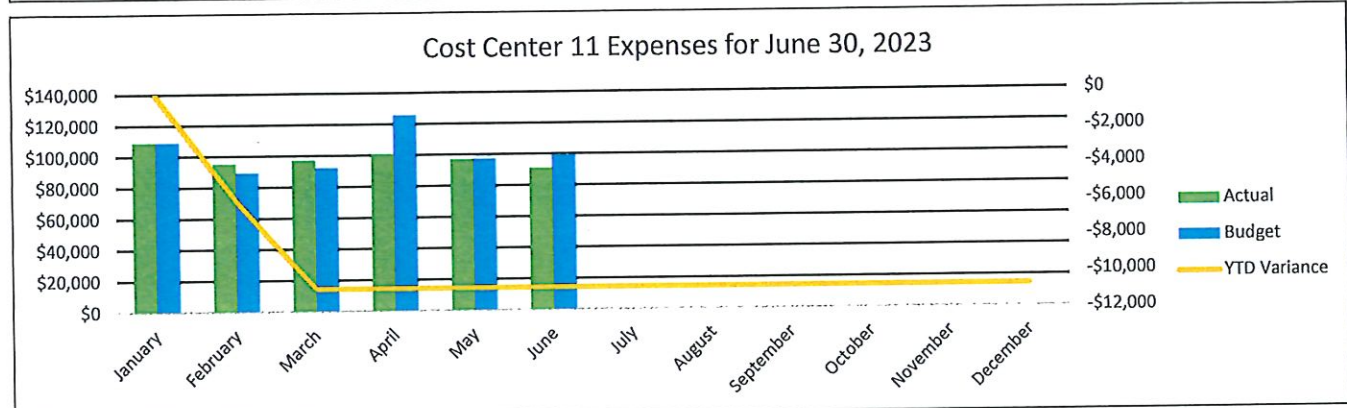
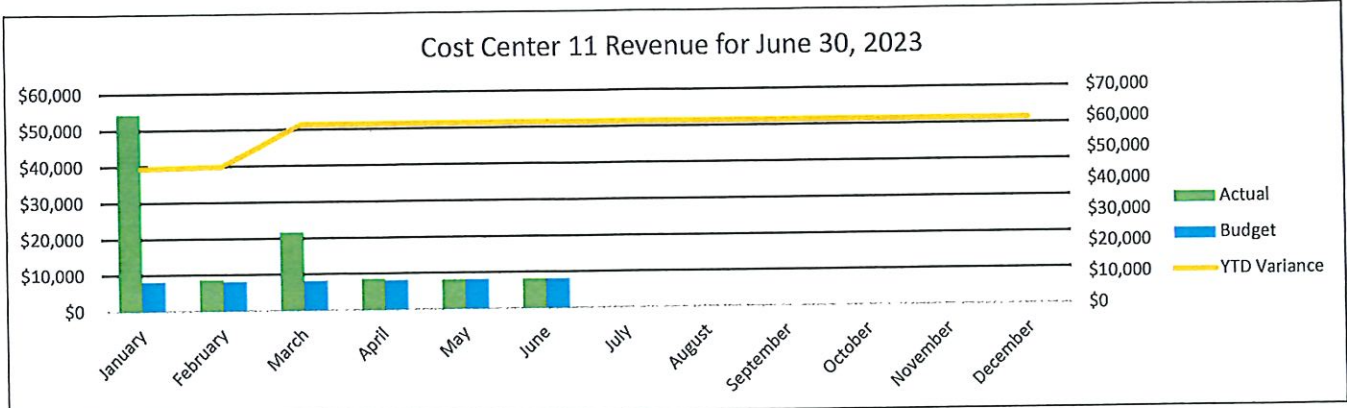


PW Summary June 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
PW ADMIN / ROAD MAINTENANCE	\$79,765	\$88,833	\$9,068	\$552,713	\$547,956	-\$4,757
PATHWAY MAINTENANCE	\$3,479	\$9,256	\$5,777	\$47,342	\$53,032	\$5,690
PARK MAINTENANCE	\$18,201	\$12,547	-\$5,654	\$64,691	\$62,843	-\$1,848
STORAGE YARD	\$2,416	\$2,404	-\$12	\$12,516	\$13,614	\$1,098
ROAD RESURFACING	\$6,872	\$1,578	-\$5,294	\$7,874	\$7,997	\$123
FLEET SERVICES	\$32,801	\$37,024	\$4,223	\$245,775	\$235,905	-\$9,870
Total Expenses	\$143,534	\$151,642	\$8,108	\$930,911	\$921,347	-\$9,564

Cost Center 11 - Administration: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
SSD REVENUE	\$1,287	\$1,286	\$1	\$7,719	\$7,716	\$3
SPACE RENTAL INCOME	\$6,860	\$6,860	\$0	\$41,160	\$41,160	\$0
A.V. REVENUES	\$75	\$100	-\$25	\$1,125	\$600	\$525
MISCELLANEOUS INCOME	\$50	\$0	\$50	\$60,155	\$0	\$60,155
Total Revenue	\$8,272	\$8,246	\$26	\$110,159	\$49,476	\$60,683
Expense Categories						
WAGES	\$63,733	\$60,068	-\$3,665	\$338,946	\$331,656	-\$7,290
ALLOCATED BURDEN	\$17,160	\$20,232	\$3,072	\$104,106	\$111,449	\$7,343
REPAIRS AND MAINTENANCE	\$0	\$25	\$25	\$0	\$150	\$150
SUPPLIES	\$1,988	\$9,800	\$7,812	\$12,378	\$29,770	\$17,392
SMALL TOOLS/INTERNET	\$4,085	\$2,900	-\$1,185	\$26,378	\$17,400	-\$8,978
PRINTED FORMS	\$241	\$0	-\$241	\$796	\$950	\$154
OFFICE SUPPLIES	\$674	\$500	-\$174	\$7,429	\$4,500	-\$2,929
IT EQUIPMENT	\$552	\$800	\$248	\$1,838	\$2,400	\$562
COPY MCHNE RECOVERY	-\$1,315	-\$1,500	-\$185	-\$2,176	-\$3,000	-\$824
TELEPHONE	\$645	\$1,350	\$705	\$8,984	\$8,100	-\$884
POSTAGE	-\$1,456	-\$1,900	-\$444	\$163	-\$900	-\$1,063
COMMUNICATION EXPENSE	\$120	\$200	\$80	\$1,640	\$1,240	-\$400
FUEL	\$44	\$50	\$6	\$210	\$300	\$90
COMMUNITY RELATIONS EXPENSE	\$58	\$250	\$192	\$1,180	\$4,250	\$3,070
LICENSES & FEES	\$748	\$700	-\$48	\$3,061	\$5,950	\$2,889
CONTRACT SERVICES	\$3,375	\$5,267	\$1,892	\$55,948	\$67,527	\$11,579
ELECTION EXPENSE	\$0	\$0	\$0	\$7,828	\$1,300	-\$6,528
TRAVEL	\$0	\$0	\$0	\$0	\$1,700	\$1,700
MEALS	\$0	\$120	\$120	\$139	\$1,480	\$1,341
SCHOOLS & TRAINING	\$0	\$100	\$100	\$705	\$4,700	\$3,995
EMPLOYEE SAFETY	\$0	\$200	\$200	\$2,022	\$4,400	\$2,378
SSD RULES ENFORCEMENT	\$0	\$0	\$0	\$16,957	\$16,957	\$0
MEDICAL & PHYSICAL	\$0	\$0	\$0	\$512	\$200	-\$312
EMPLOYEE FUNCTIONS	\$43	\$75	\$32	\$1,266	\$450	-\$816
BOARD FUNCTIONS	\$401	\$200	-\$201	\$1,129	\$1,200	\$71
Total Expenses	\$91,096	\$99,437	\$8,341	\$591,439	\$614,129	\$22,690
Total Revenue & Expenses						
Total Income	\$8,272	\$8,246	\$26	\$110,159	\$49,476	\$60,683
Total Expenses	\$91,096	\$99,437	\$8,341	\$591,439	\$614,129	\$22,690
Income - Expenses	-\$82,824	-\$91,191	\$8,367	-\$481,280	-\$564,653	\$83,373



Cost Center 12 - Insurance: June 30, 2023

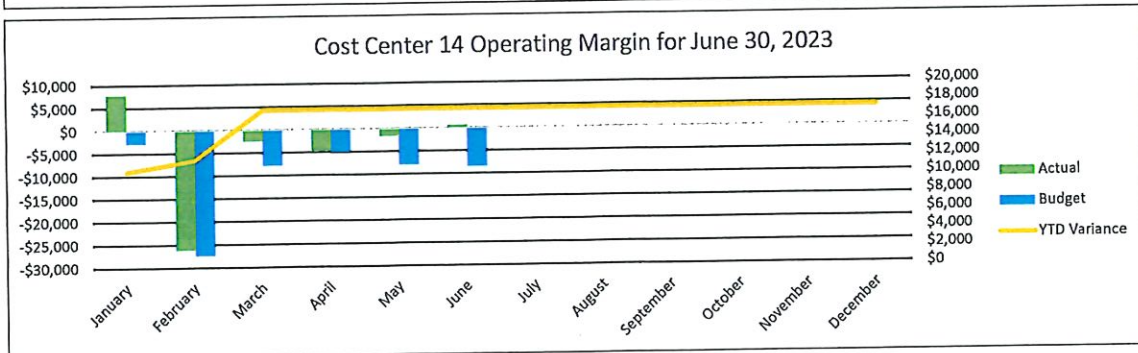
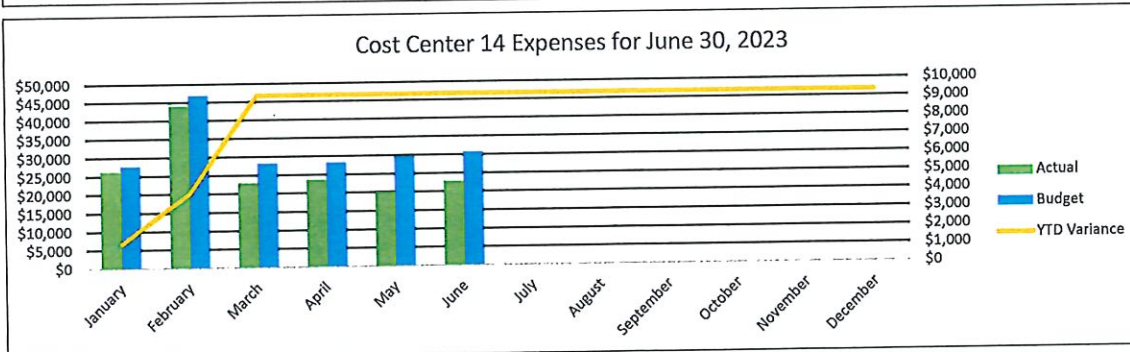
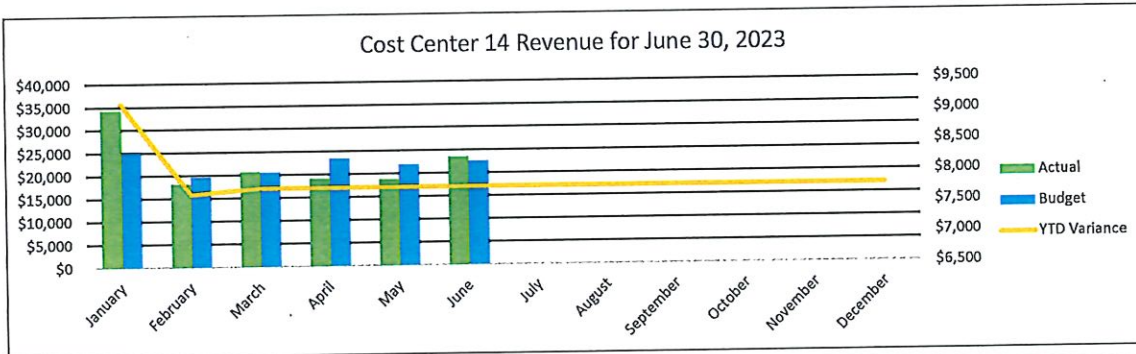
Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INSURANCE	\$47,221	\$45,833	-\$1,388	\$283,323	\$274,998	-\$8,325
Total Expenses	\$47,221	\$45,833	-\$1,388	\$283,323	\$274,998	-\$8,325

Cost Center 13 - Admin Building Maintenance: June 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
WAGES	\$508	\$413	-\$95	\$1,339	\$2,478	\$1,139
ALLOCATED BURDEN	\$162	\$136	-\$26	\$447	\$816	\$369
BUILDING MAINTENANCE SUPPLIES	\$0	\$185	\$185	\$188	\$1,110	\$922
SUPPLIES	\$0	\$67	\$67	\$1,320	\$494	-\$826
ELECTRICITY	\$411	\$446	\$35	\$2,558	\$2,677	\$119
NATURAL GAS	\$71	\$109	\$38	\$1,519	\$1,473	-\$46
WATER & SEWER	\$201	\$173	-\$28	\$948	\$1,039	\$91
WASTE REMOVAL	\$0	\$193	\$193	\$980	\$1,159	\$179
CONTRACT SERVICES	\$966	\$837	-\$129	\$5,342	\$6,030	\$688
LANDSCAPE MAINTENANCE	\$54	\$0	-\$54	\$54	\$0	-\$54
PROPERTY TAXES	\$2,354	\$2,292	-\$62	\$14,121	\$13,753	-\$368
JANITORIAL	\$0	\$92	\$92	\$343	\$552	\$209
Total Expenses	\$4,727	\$4,943	\$216	\$29,159	\$31,581	\$2,422

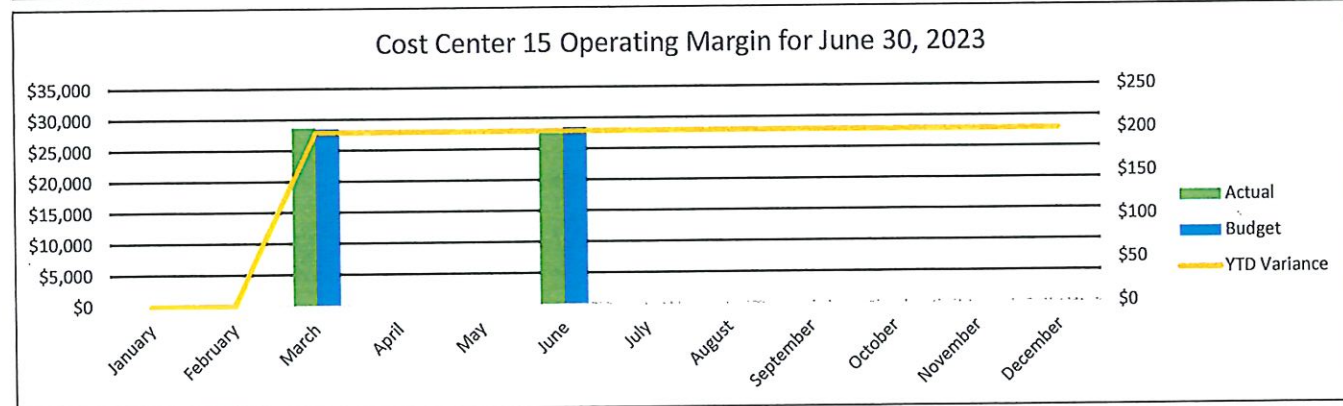
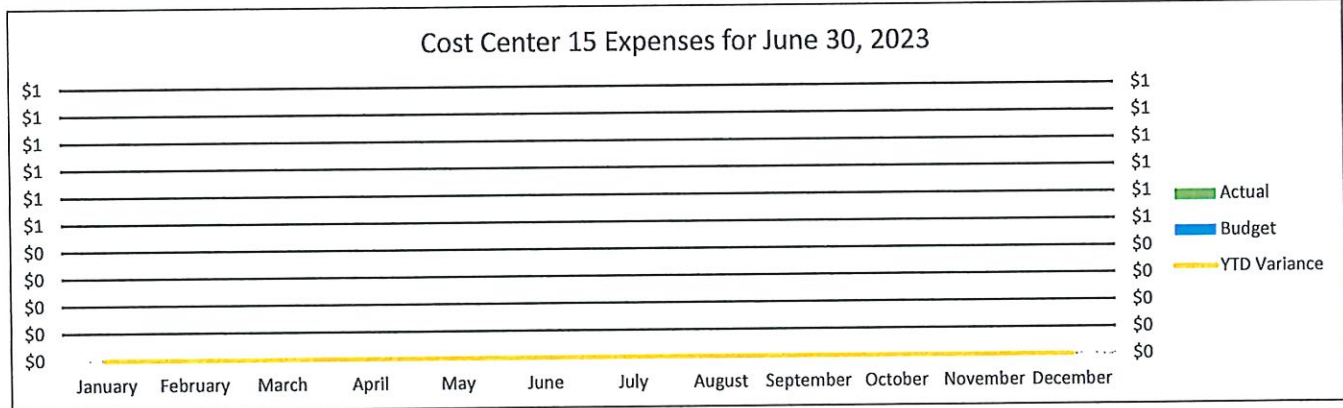
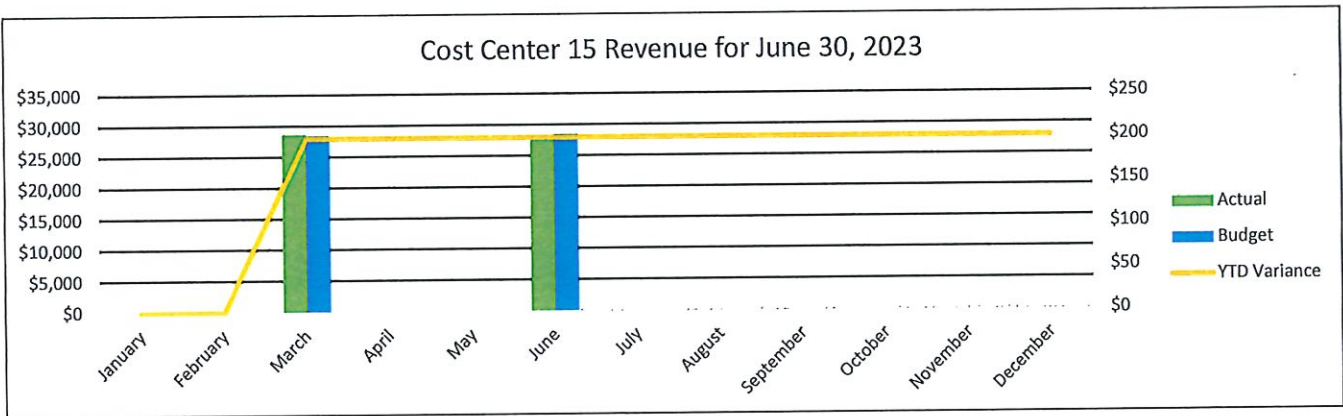
Cost Center 14 - Communications: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ADVERTISING REVENUE	\$23,520	\$22,500	\$1,020	\$134,608	\$133,200	\$1,408
MISCELLANEOUS INCOME	\$14	\$120	-\$106	\$158	\$360	-\$202
Total Revenue	\$23,534	\$22,620	\$914	\$134,766	\$133,560	\$1,206
Expense Categories						
WAGES	\$14,350	\$14,662	\$312	\$74,299	\$87,972	\$13,673
ALLOCATED BURDEN	\$4,586	\$5,067	\$481	\$27,492	\$30,152	\$2,660
SUPPLIES	\$0	\$200	\$200	\$0	\$400	\$400
PRINTED FORMS	\$0	\$65	\$65	\$220	\$390	\$170
OFFICE SUPPLIES	\$94	\$290	\$196	\$376	\$780	\$404
POSTAGE	\$2,545	\$2,850	\$305	\$14,624	\$14,725	\$101
COMMUNICATION EXPENSE	\$0	\$105	\$105	\$1,034	\$984	-\$50
FUEL	\$75	\$20	-\$55	\$279	\$120	-\$159
LICENSES & FEES	\$414	\$500	\$86	\$2,109	\$3,910	\$1,801
CONTRACT SERVICES	\$363	\$4,890	\$4,527	\$38,031	\$45,180	\$7,149
ADVERTISING - COMM	\$460	\$2,000	\$1,540	\$2,051	\$7,000	\$4,949
SCHOOLS & TRAINING	\$0	\$250	\$250	\$0	\$500	\$500
MEDICAL & PHYSICAL	\$40	\$0	-\$40	\$120	\$100	-\$20
Total Expenses	\$22,927	\$30,899	\$7,972	\$160,635	\$192,213	\$31,578
Total Revenue & Expenses						
Total Income	\$23,534	\$22,620	\$914	\$134,766	\$133,560	\$1,206
Total Expenses	\$22,927	\$30,899	\$7,972	\$160,635	\$192,213	\$31,578
Income - Expenses	\$607	-\$8,279	\$8,886	-\$25,869	-\$58,653	\$32,784



Cost Center 15 - Cable Television ROW Fee: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
CABLE TELEVISION FEE REVENUE	\$28,000	\$28,500	-\$500	\$56,748	\$57,000	-\$252
Total Revenue	\$28,000	\$28,500	-\$500	\$56,748	\$57,000	-\$252
Expense Categories						
	0	0	0	0	0	0
Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue & Expenses						
Total Income	\$28,000	\$28,500	-\$500	\$56,748	\$57,000	-\$252
Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Income - Expenses	\$28,000	\$28,500	-\$500	\$56,748	\$57,000	-\$252



Cost Center 16 - Legal: June 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
LEGAL FEES	\$19,804	\$12,500	-\$7,304	\$74,596	\$75,000	\$404
Total Expenses	\$19,804	\$12,500	-\$7,304	\$74,596	\$75,000	\$404

Cost Center 20 - North Pool Maintenance: June 30, 2023

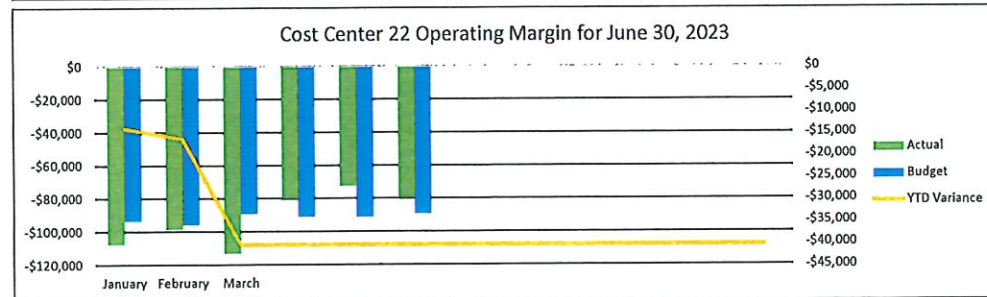
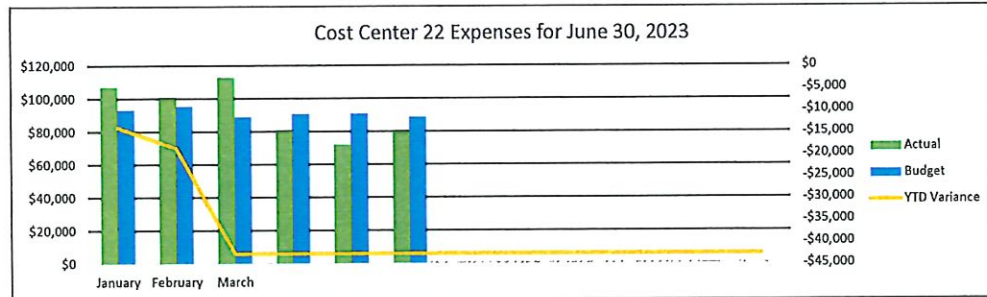
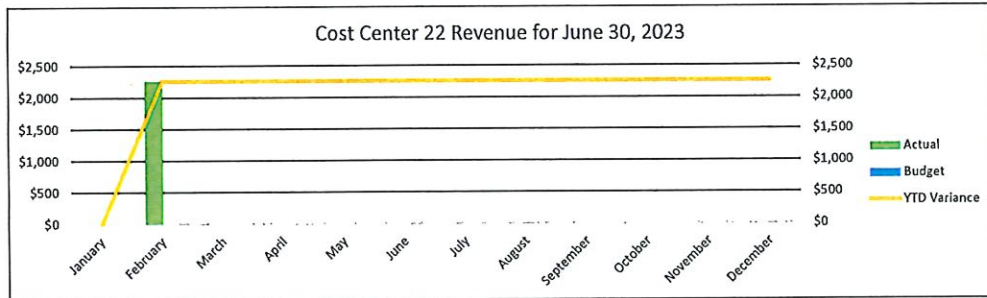
Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
WAGES	\$4,955	\$2,233	-\$2,722	\$17,284	\$13,398	-\$3,886
ALLOCATED BURDEN	\$1,577	\$734	-\$843	\$5,604	\$4,404	-\$1,200
BUILDING MAINTENANCE SUPPLIES	\$0	\$60	\$60	\$0	\$203	\$203
SUPPLIES	\$439	\$625	\$186	\$2,668	\$1,875	-\$793
CONTRACT SERVICES	\$744	\$304	-\$440	\$744	\$912	\$168
LANDSCAPE MAINTENANCE	\$154	\$1,339	\$1,185	\$2,573	\$4,017	\$1,444
OPERATING EQUIPMENT	\$0	\$119	\$119	\$0	\$527	\$527
Total Expenses	\$7,869	\$5,414	-\$2,455	\$28,873	\$25,336	-\$3,537

Cost Center 21 - Tennis Court Maintenance: June 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
WAGES	\$756	\$1,326	\$570	\$5,569	\$7,956	\$2,387
ALLOCATED BURDEN	\$247	\$436	\$189	\$1,907	\$2,616	\$709
BUILDING MAINTENANCE SUPPLIES	\$0	\$56	\$56	\$0	\$312	\$312
SUPPLIES	\$0	\$225	\$225	\$1,194	\$994	-\$200
Total Expenses	\$1,003	\$2,043	\$1,040	\$8,670	\$11,878	\$3,208

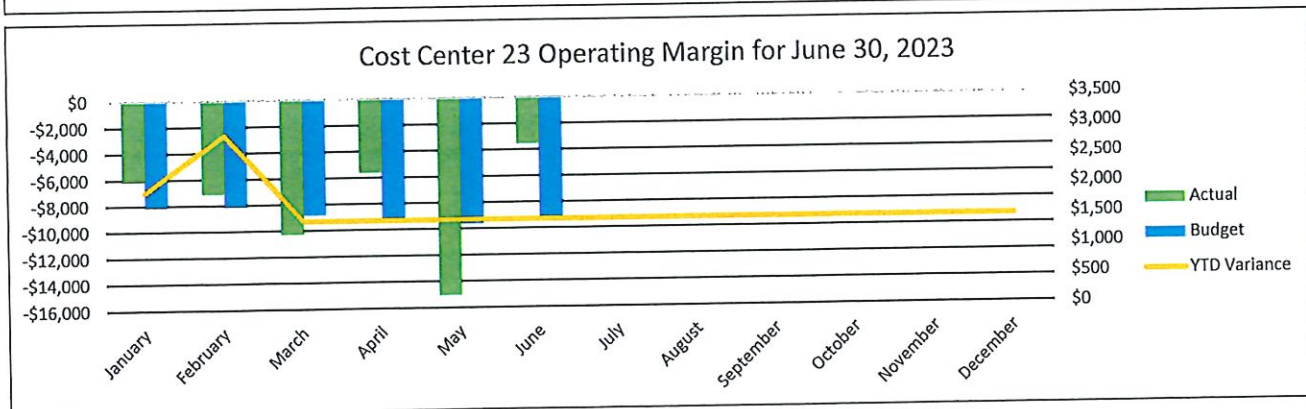
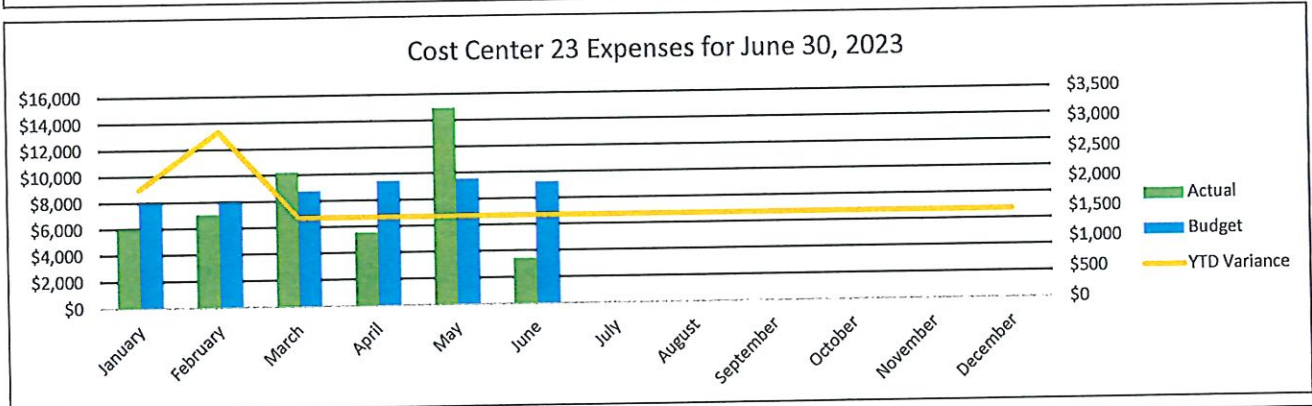
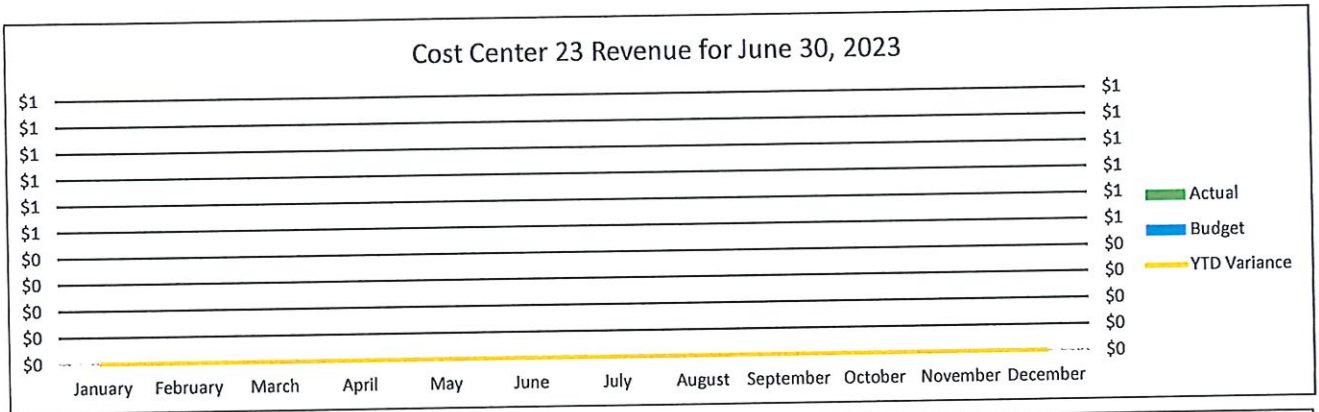
Cost Center 22 - Road Maintenance/PW Admin: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$2,265	\$0	\$2,265
Total Revenue	\$0	\$0	\$0	\$2,265	\$0	\$2,265
Expense Categories						
WAGES	\$51,467	\$53,360	\$1,893	\$321,400	\$320,577	-\$823
ALLOCATED BURDEN	\$16,556	\$18,279	\$1,723	\$104,821	\$109,061	\$4,240
BUILDING REPAIR	\$163	\$497	\$334	\$4,181	\$3,198	-\$983
BUILDING MAINTENANCE SUPPLIES	\$0	\$168	\$168	\$10	\$1,008	\$998
LF DISPOSAL FEE-RD MT	\$0	\$630	\$630	\$0	\$2,782	\$2,782
SUPPLIES	\$259	\$941	\$682	\$1,056	\$4,152	\$3,096
SMALL TOOLS/INTERNET	\$778	\$578	-\$200	\$2,630	\$2,550	-\$80
UNIFORMS	\$0	\$347	\$347	\$3,016	\$2,750	-\$266
OFFICE SUPPLIES	\$36	\$118	\$82	\$262	\$708	\$446
SANDING CINDERS	\$0	\$0	\$0	\$27,216	\$16,221	-\$10,995
ELECTRICITY	\$989	\$723	-\$266	\$7,327	\$4,338	-\$2,989
NATURAL GAS	\$229	\$294	\$65	\$6,376	\$3,970	-\$2,406
WATER & SEWER	\$695	\$992	\$297	\$3,182	\$4,382	\$1,200
WASTE REMOVAL	\$56	\$756	\$700	\$3,626	\$5,544	\$1,918
POSTAGE	\$156	\$47	-\$109	\$323	\$283	-\$40
COMMUNICATION EXPENSE	\$121	\$1,009	\$888	\$6,501	\$6,055	-\$446
FUEL	\$2,192	\$2,575	\$383	\$21,969	\$15,450	-\$6,519
CONTRACT SERVICES	\$498	\$773	\$275	\$3,145	\$4,638	\$1,493
SIGNS	\$47	\$377	\$330	\$111	\$2,074	\$1,963
STREET LIGHTS	\$5,092	\$5,165	\$73	\$30,476	\$30,990	\$514
TRAVEL	\$0	\$276	\$276	\$1,142	\$1,656	\$514
MEALS	\$332	\$358	\$26	\$2,333	\$2,149	-\$184
SCHOOLS & TRAINING	\$149	\$429	\$280	\$1,224	\$2,574	\$1,350
MEDICAL & PHYSICAL	\$0	\$141	\$141	\$386	\$846	\$460
Total Expenses	\$79,765	\$88,833	\$9,068	\$552,713	\$547,956	-\$4,757
Total Revenue & Expenses						
Total Income	\$0	\$0	\$0	\$2,265	\$0	\$2,265
Total Expenses	\$79,765	\$88,833	\$9,068	\$552,713	\$547,956	-\$4,757
Income - Expenses	-\$79,765	-\$88,833	\$9,068	-\$550,448	-\$547,956	-\$2,492



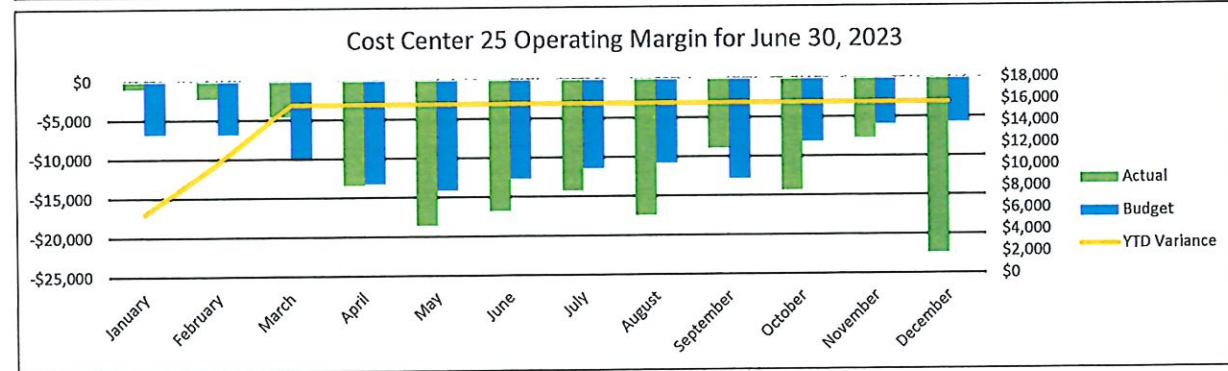
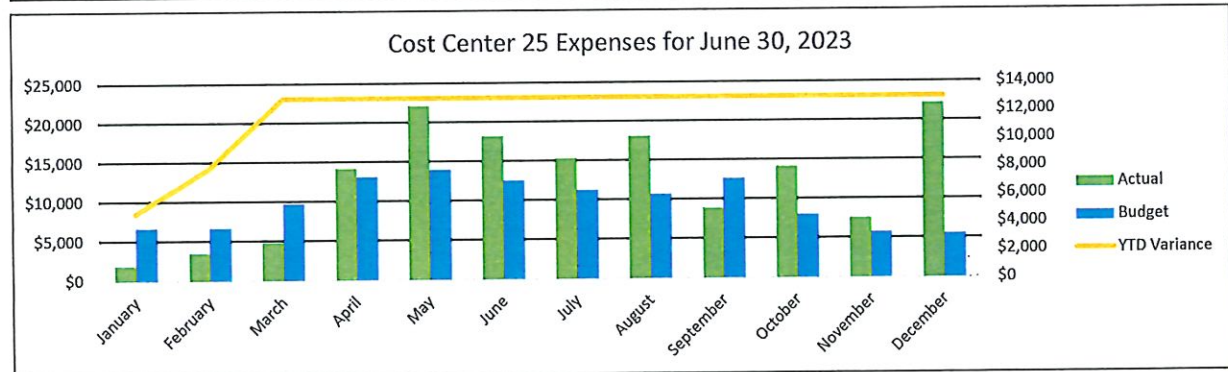
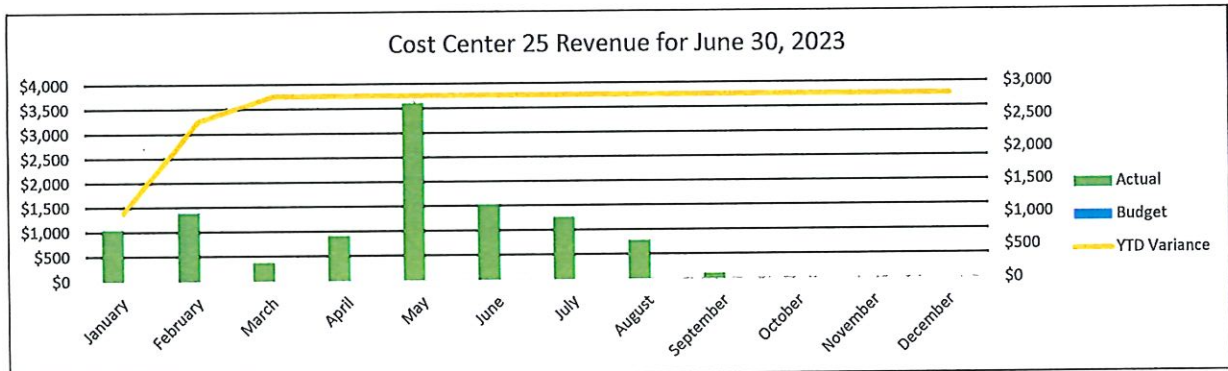
Cost Center 23 - Pathway Maintenance: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
	0	0	0	0	0	0
Total Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Expense Categories						
WAGES	\$2,621	\$5,976	\$3,355	\$34,961	\$35,856	\$895
ALLOCATED BURDEN	\$858	\$1,963	\$1,105	\$11,615	\$11,778	\$163
SUPPLIES	\$0	\$935	\$935	\$730	\$4,131	\$3,401
SMALL TOOLS/INTERNET	\$0	\$107	\$107	\$0	\$356	\$356
SIGNS	\$0	\$275	\$275	\$36	\$911	\$875
Total Expenses	\$3,479	\$9,256	\$5,777	\$47,342	\$53,032	\$5,690
Total Revenue & Expenses						
Total Income	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$3,479	\$9,256	\$5,777	\$47,342	\$53,032	\$5,690
Income - Expenses	-\$3,479	-\$9,256	\$5,777	-\$47,342	-\$53,032	\$5,690



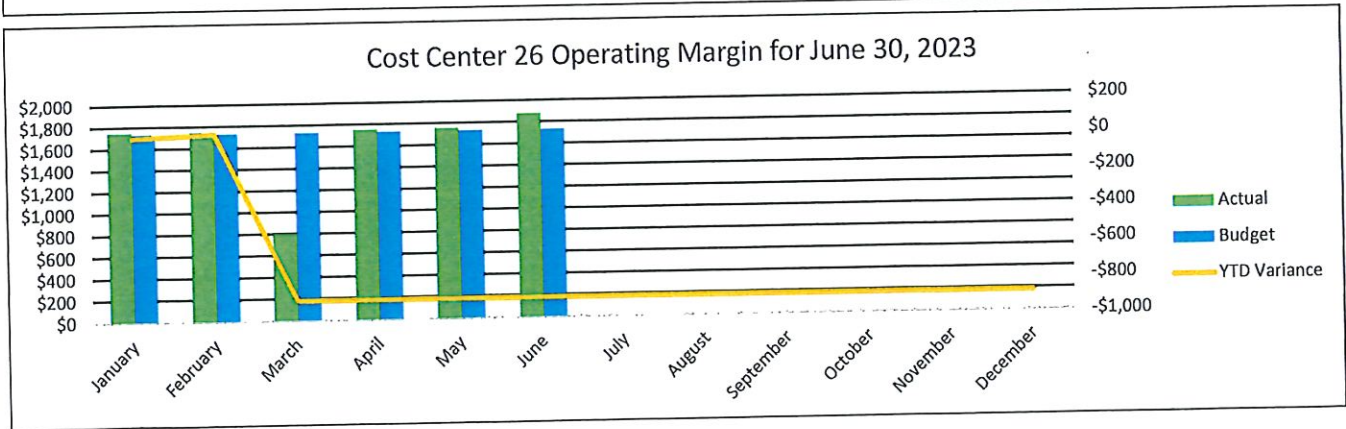
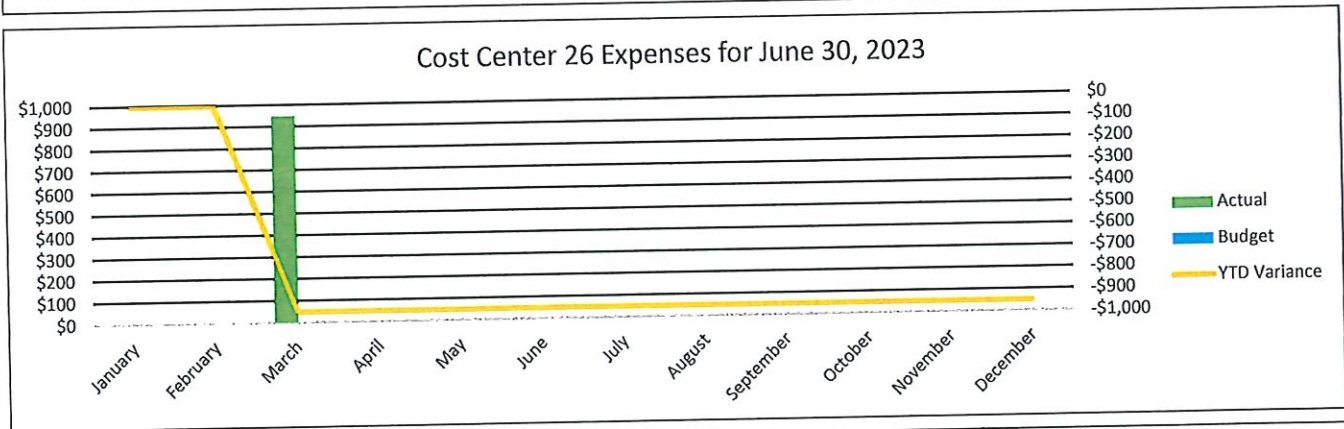
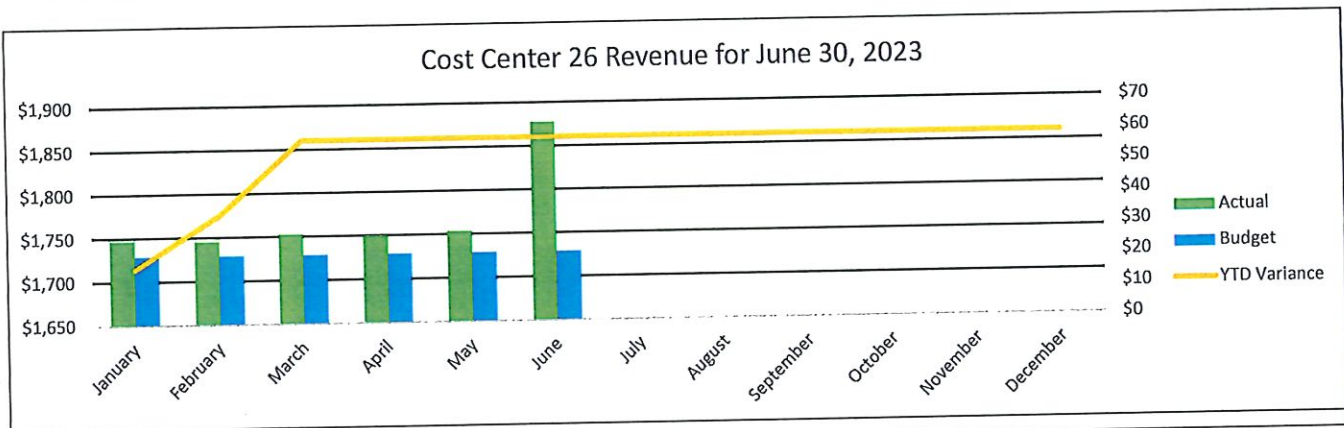
Cost Center 25 - Parks Maintenance: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
PARK RESERVATION REVENUE	\$1,540	\$0	\$1,540	\$8,910	\$0	\$8,910
Total Revenue	\$1,540	\$0	\$1,540	\$8,910	\$0	\$8,910
Expense Categories						
WAGES	\$9,198	\$4,554	-\$4,644	\$32,524	\$27,324	-\$5,200
ALLOCATED BURDEN	\$3,012	\$1,496	-\$1,516	\$10,943	\$8,976	-\$1,967
BUILDING MAINTENANCE SUPPLIES	\$708	\$111	-\$597	\$1,612	\$458	-\$1,154
SUPPLIES	\$3,334	\$574	-\$2,760	\$5,178	\$2,842	-\$2,336
ELECTRICITY	\$197	\$225	\$28	\$2,829	\$1,350	-\$1,479
WATER & SEWER	\$1,262	\$1,455	\$193	\$4,565	\$6,431	\$1,866
CONTRACT SERVICES	\$0	\$0	\$0	\$1,324	\$0	-\$1,324
LANDSCAPE MAINTENANCE	\$213	\$3,064	\$2,851	\$4,914	\$10,508	\$5,594
JANITORIAL	\$278	\$1,068	\$790	\$803	\$4,954	\$4,151
Total Expenses	\$18,202	\$12,547	-\$5,655	\$64,692	\$62,843	-\$1,849
Total Revenue & Expenses						
Total Income	\$1,540	\$0	\$1,540	\$8,910	\$0	\$8,910
Total Expenses	\$18,202	\$12,547	-\$5,655	\$64,692	\$62,843	-\$1,849
Income - Expenses	-\$16,662	-\$12,547	-\$4,115	-\$55,782	-\$62,843	\$7,061



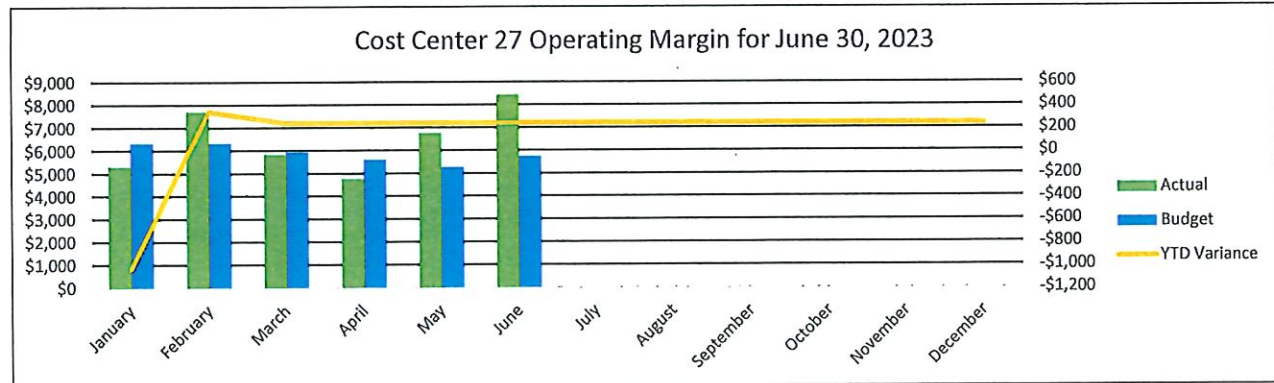
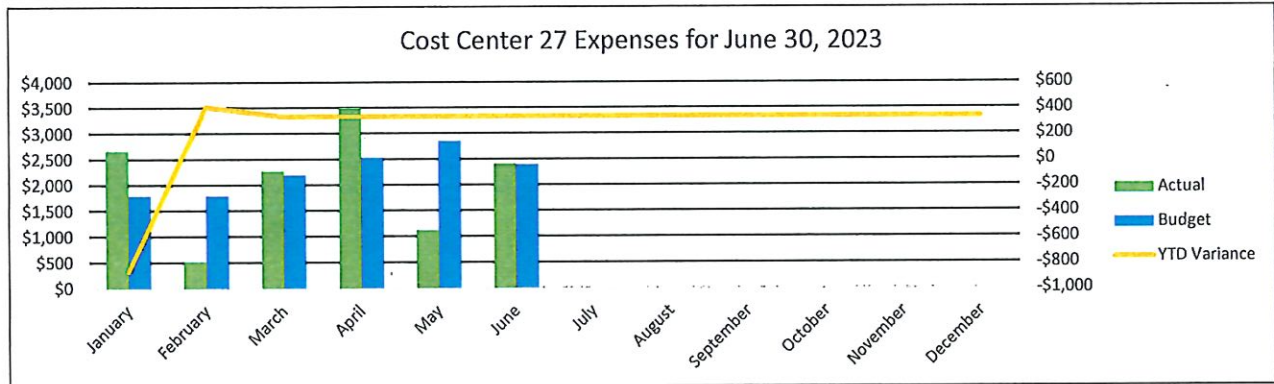
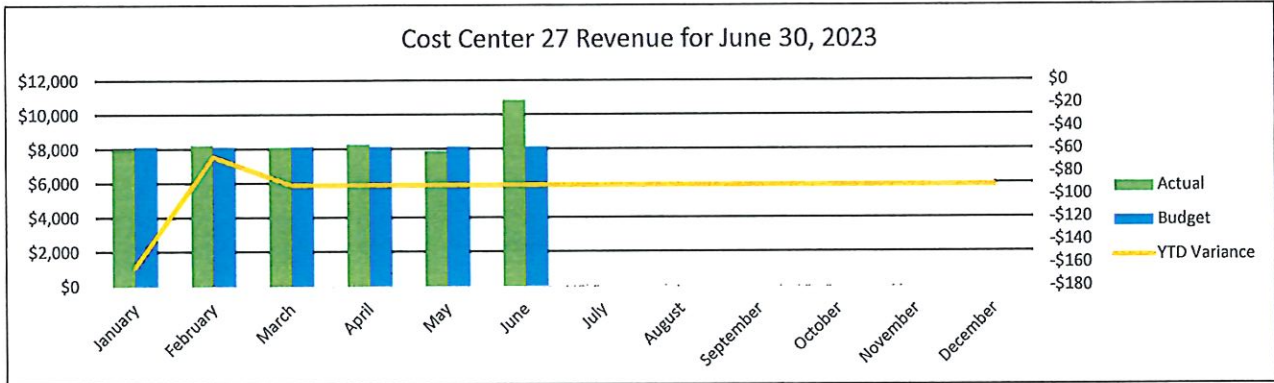
Cost Center 26 - Skypark: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INTEREST INCOME	\$149	\$0	\$149	\$255	\$0	\$255
SKY PARK ASSESSMENT	\$1,729	\$1,729	\$0	\$10,374	\$10,374	\$0
Total Revenue	\$1,878	\$1,729	\$149	\$10,629	\$10,374	\$255
Expense Categories						
CONTRACT SERVICES	\$0	\$0	\$0	\$949	\$0	-\$949
Total Expenses	\$0	\$0	\$0	\$949	\$0	-\$949
Total Revenue & Expenses						
Total Income	\$1,878	\$1,729	\$149	\$10,629	\$10,374	\$255
Total Expenses	\$0	\$0	\$0	\$949	\$0	-\$949
Income - Expenses	\$1,878	\$1,729	\$149	\$9,680	\$10,374	-\$694



Cost Center 27 - Storage Yard Maintenance: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
RV STORAGE REVENUE	\$10,871	\$8,149	\$2,722	\$51,404	\$48,894	\$2,510
Total Revenue	\$10,871	\$8,149	\$2,722	\$51,404	\$48,894	\$2,510
Expense Categories						
WAGES	\$1,515	\$920	-\$595	\$7,693	\$5,520	-\$2,173
ALLOCATED BURDEN	\$496	\$302	-\$194	\$2,546	\$1,812	-\$734
SUPPLIES	\$0	\$111	\$111	\$0	\$458	\$458
ELECTRICITY	\$37	\$0	-\$37	\$180	\$0	-\$180
WATER & SEWER	\$100	\$574	\$474	\$493	\$2,842	\$2,349
CONTRACT SERVICES	\$0	\$225	\$225	\$0	\$1,350	\$1,350
STREET LIGHTS	\$268	\$272	\$4	\$1,604	\$1,632	\$28
Total Expenses	\$2,416	\$2,404	-\$12	\$12,516	\$13,614	\$1,098
Total Revenue & Expenses						
Total Income	\$10,871	\$8,149	\$2,722	\$51,404	\$48,894	\$2,510
Total Expenses	\$2,416	\$2,404	-\$12	\$12,516	\$13,614	\$1,098
Income - Expenses	\$8,455	\$5,745	\$2,710	\$38,888	\$35,280	\$3,608



Cost Center 28 - Road Resurfacing: June 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
SUPPLIES	\$6,872	\$1,226	-\$5,646	\$7,874	\$5,440	-\$2,434
CONTRACT SERVICES	\$0	\$352	\$352	\$0	\$2,557	\$2,557
Total Expenses	\$6,872	\$1,578	-\$5,294	\$7,874	\$7,997	\$123

Cost Center 29 - SHARC Facility Maintenance: June 30, 2023

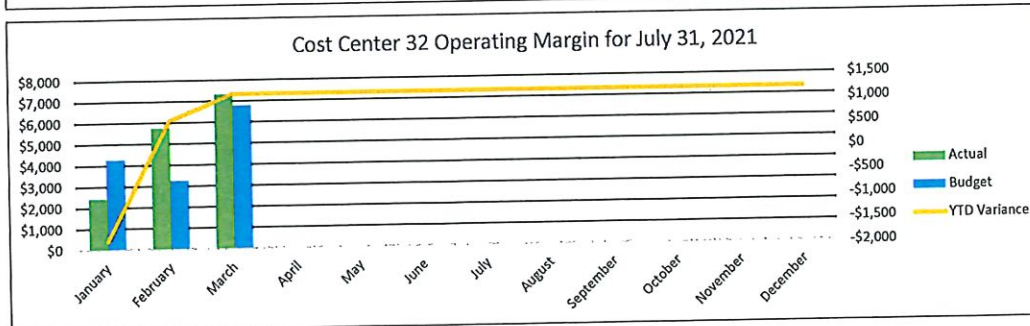
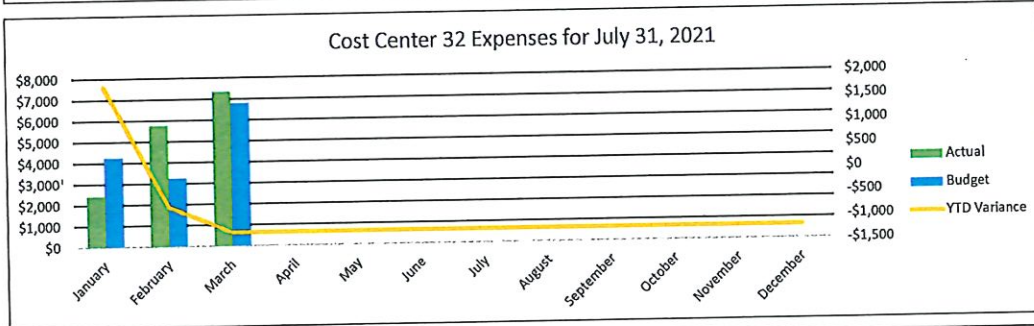
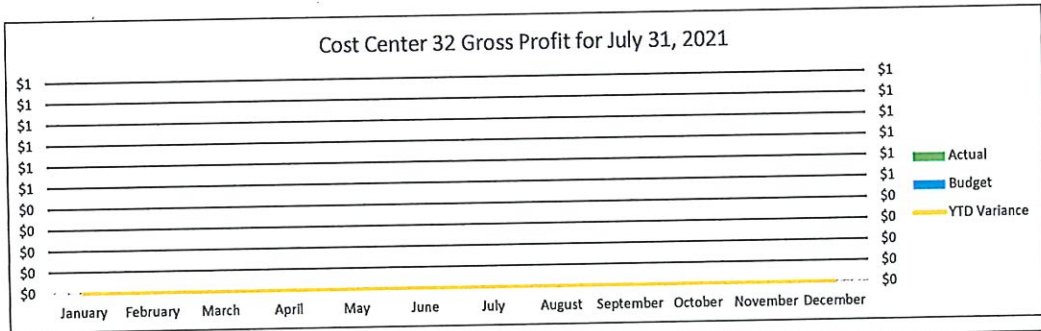
Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
WAGES	\$13,566	\$20,456	\$6,890	\$104,377	\$122,736	\$18,359
ALLOCATED BURDEN	\$4,435	\$6,720	\$2,285	\$34,852	\$40,320	\$5,468
BUILDING MAINTENANCE SUPPLIES	\$0	\$643	\$643	\$1,062	\$3,859	\$2,797
SUPPLIES	\$2,458	\$3,435	\$977	\$34,446	\$20,610	-\$13,836
CONTRACT SERVICES	\$2,479	\$2,066	-\$413	\$20,504	\$13,487	-\$7,017
LANDSCAPE MAINTENANCE	\$996	\$6,242	\$5,246	\$12,888	\$18,726	\$5,838
OPERATING EQUIPMENT	\$556	\$735	\$179	\$1,026	\$4,410	\$3,384
Total Expenses	\$24,490	\$40,297	\$15,807	\$209,155	\$224,148	\$14,993

Cost Center 31 - Recreation: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
MEMBER PREFERENCE REVENUE	\$74,974	\$70,200	\$4,774	\$244,900	\$237,155	\$7,745
RECREATION PLUS CARD REVENUE	\$232,847	\$220,535	\$12,312	\$1,246,355	\$1,244,804	\$1,551
RECREATION PLUS DISCOUNTS	-\$4,072	-\$4,977	\$905	-\$24,082	-\$27,069	\$2,987
MISCELLANEOUS INCOME	\$0	\$0	\$0	-\$1	\$0	-\$1
Total Revenue	\$303,749	\$285,758	\$17,991	\$1,467,172	\$1,454,890	\$12,282

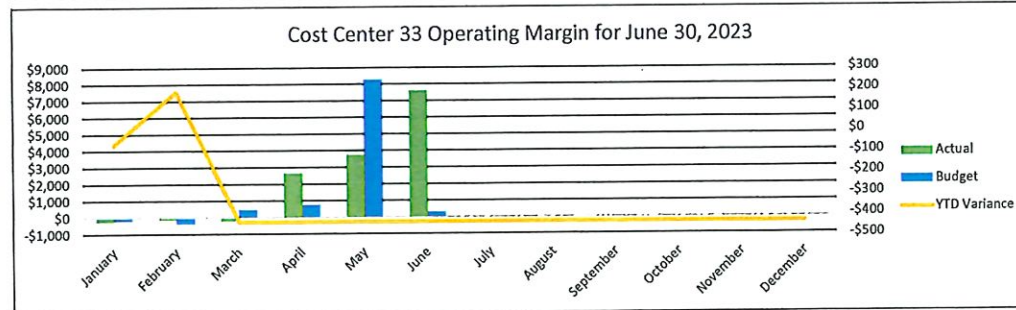
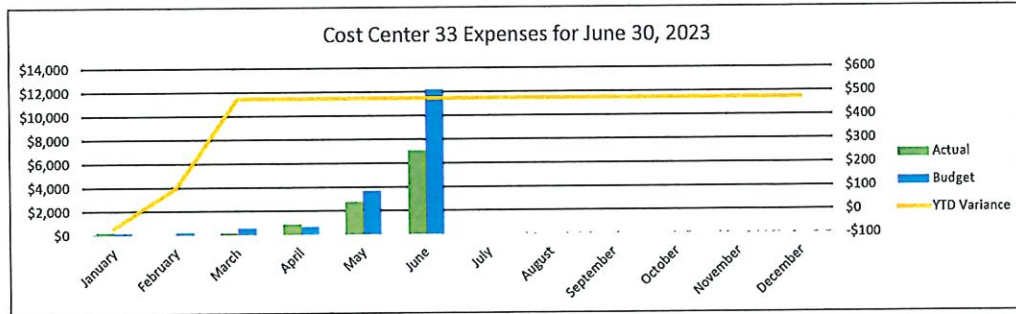
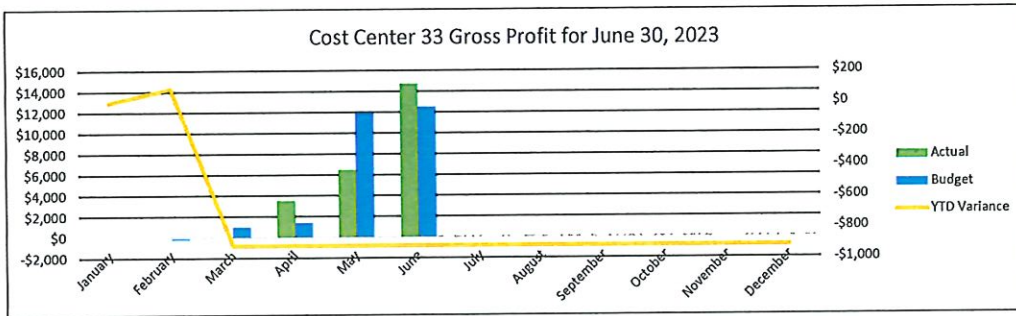
Cost Center 32 - Member Pool March 31, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ADMISSIONS	\$955	\$1,500	-\$545	\$1,480	\$1,550	-\$70
MERCHANDISE SALES	\$1,377	\$2,540	-\$1,163	\$1,723	\$2,540	-\$817
Total Revenue	\$2,332	\$4,040	-\$1,708	\$3,203	\$4,090	-\$887
Cost of Goods Sold						
MERCHANDISE COST OF GOODS SOL	\$324	\$1,240	\$916	\$704	\$1,240	\$536
Gross Profit	\$2,008	\$2,800	-\$792	\$2,499	\$2,850	-\$351
Expense Categories						
WAGES	\$10,828	\$13,732	\$2,904	\$14,319	\$15,550	\$1,231
ALLOCATED BURDEN	\$1,144	\$2,060	\$916	\$1,501	\$2,333	\$832
SUPPLIES	\$29	\$75	\$46	\$68	\$352	\$284
UNIFORMS	\$148	\$1,000	\$852	\$148	\$2,000	\$1,852
OFFICE SUPPLIES	\$297	\$150	-\$147	\$297	\$171	-\$126
OPERATING EQUIPMENT	\$476	\$200	-\$276	\$1,396	\$5,300	\$3,904
ELECTRICITY	\$1,400	\$1,000	-\$400	\$8,165	\$4,291	-\$3,874
NATURAL GAS	\$6,159	\$5,265	-\$894	\$15,316	\$8,872	-\$6,444
WATER & SEWER	\$2,136	\$2,314	\$178	\$8,414	\$11,470	\$3,056
WASTE REMOVAL	\$0	\$0	\$0	\$0	\$0	\$0
LICENSES & FEES	\$0	\$0	\$0	\$1,832	\$2,000	\$168
LOCKER ROOM MAINTENANCE	\$7,341	\$4,500	-\$2,841	\$7,341	\$5,000	-\$2,341
JANITORIAL	\$0	\$0	\$0	\$0	\$0	\$0
CHEMICALS	\$3,785	\$3,656	-\$129	\$6,417	\$9,515	\$3,098
1ST AID SUPPLIES	\$0	\$200	\$200	\$25	\$700	\$675
SOCIALS	\$0	\$0	\$0	\$0	\$0	\$0
OVER/SHORT	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$33,743	\$34,152	\$409	\$65,239	\$67,554	\$2,315
Total Revenue & Expenses						
Gross Profit	\$2,008	\$2,800	-\$792	\$2,499	\$2,850	-\$351
Total Expenses	\$33,743	\$34,152	\$409	\$65,239	\$67,554	\$2,315
Gross Profit - Expenses	-\$31,735	-\$31,352	-\$383	-\$62,740	-\$64,704	\$1,964



Cost Center 33 - Tennis Recreation: June 30, 2023

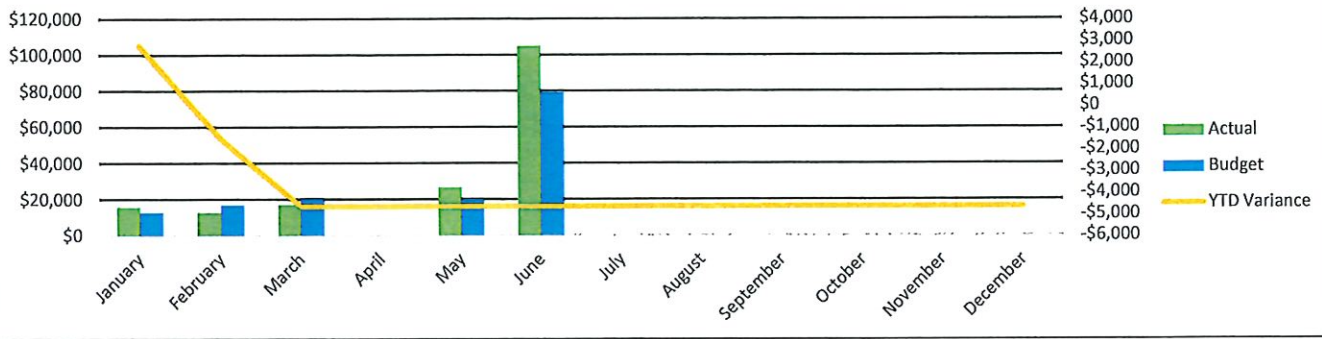
Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ADMISSIONS	\$4,855	\$1,800	\$3,055	\$8,885	\$5,220	\$3,665
LESSONS	\$785	\$2,500	-\$1,715	\$785	\$3,150	-\$2,365
TENNIS EQUIPMENT RENTAL	\$3,345	\$2,284	\$1,061	\$4,580	\$4,166	\$414
SPECIAL EVENTS/TOURNAMENTS	\$3,896	\$4,750	-\$854	\$7,725	\$10,750	-\$3,025
MERCHANDISE SALES	\$1,080	\$500	\$580	\$1,234	\$708	\$526
LESSONS-PICKLEBALL	\$3,218	\$2,692	\$526	\$4,118	\$6,546	-\$2,428
Total Revenue	\$17,179	\$14,526	\$2,653	\$27,327	\$30,540	-\$3,213
Cost of Goods Sold						
TENNIS TOURNAMENT: COGS	\$2,297	\$710	-\$1,587	\$2,337	\$2,430	\$93
MERCHANDISE COST OF GOODS SOL	\$165	\$1,308	\$1,143	\$193	\$1,332	\$1,139
EVENTS SALES: COST OF GOODS	\$0	\$0	\$0	\$36	\$0	-\$36
Gross Profit	\$14,717	\$12,508	\$2,209	\$24,761	\$26,778	-\$2,017
Expense Categories						
WAGES	\$6,453	\$9,822	\$3,369	\$8,019	\$11,994	\$3,975
ALLOCATED BURDEN	\$673	\$1,473	\$800	\$837	\$1,799	\$962
SUPPLIES	\$84	\$0	-\$84	\$141	\$210	\$69
OFFICE SUPPLIES	\$0	\$100	\$100	\$0	\$100	\$100
OPERATING EQUIPMENT	-\$318	\$400	\$718	\$1,034	\$1,960	\$926
ELECTRICITY	\$186	\$0	-\$186	\$1,102	\$949	-\$153
WATER & SEWER	\$16	\$16	\$0	\$81	\$70	-\$11
SCHOOLS & TRAINING	\$10	\$0	-\$10	\$10	\$0	-\$10
MEDICAL & PHYSICAL	\$0	\$150	\$150	\$0	\$150	\$150
1ST AID SUPPLIES	\$0	\$0	\$0	\$0	\$25	\$25
SOCIALS	\$0	\$250	\$250	\$0	\$250	\$250
OVER/SHORT	-\$3	\$0	\$3	-\$3	\$0	\$3
Total Expenses	\$7,101	\$12,211	\$5,110	\$11,221	\$17,507	\$6,286
Total Revenue & Expenses						
Gross Profit	\$14,717	\$12,508	\$2,209	\$24,761	\$26,778	-\$2,017
Total Expenses	\$7,101	\$12,211	\$5,110	\$11,221	\$17,507	\$6,286
Gross Profit - Expenses	\$7,616	\$297	\$7,319	\$13,540	\$9,271	\$4,269



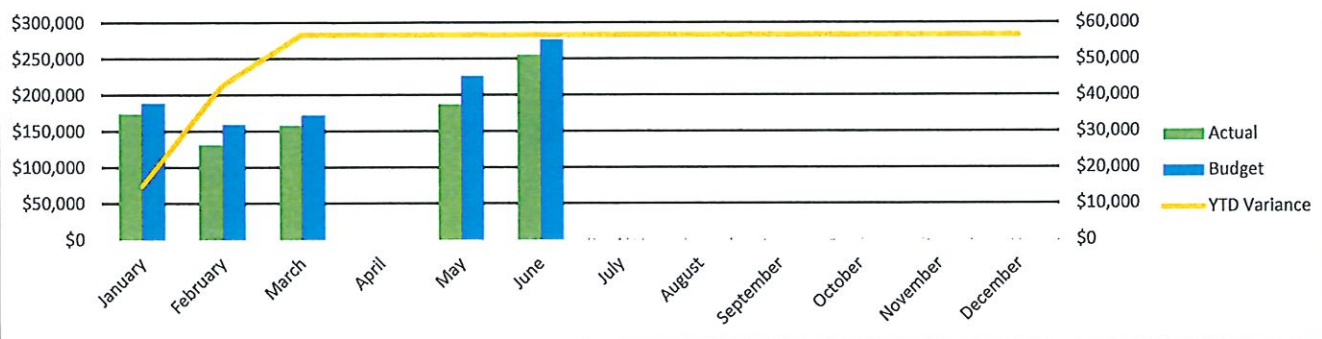
Cost Center 35 - Recreation Management: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ADMISSIONS	\$87,035	\$85,550	\$1,485	\$137,808	\$118,250	\$19,558
SPECIAL PROGRAMS	\$470	\$14,000	-\$13,530	\$940	\$33,300	-\$32,360
LESSONS	\$1,438	\$260	\$1,178	\$13,126	\$6,204	\$6,922
SPACE RENTAL INCOME	\$2,135	\$10,000	-\$7,865	\$2,135	\$10,000	-\$7,865
MERCHANDISE SALES	\$21,577	\$20,000	\$1,577	\$54,403	\$46,000	\$8,403
EVENTS/FACILITY RENTAL SALES	\$2,558	\$12,000	-\$9,442	\$19,267	\$47,500	-\$28,233
EVENTS AV/LINENS/BAR SALES	\$3,855	\$3,000	\$855	\$7,136	\$7,500	-\$364
SLEDDING/DISC GOLF REVENUE	\$40	\$0	\$40	\$120	\$0	\$120
Total Revenue	\$119,108	\$144,810	-\$25,702	\$234,935	\$268,754	-\$33,819
Cost of Goods Sold						
MERCHANDISE COST OF GOODS SOL	\$8,506	\$8,745	\$239	\$32,116	\$21,568	-\$10,548
EVENTS: COST OF GOODS SOLD	\$2,844	\$54,800	\$51,956	\$6,610	\$74,800	\$68,190
EVENTS SALES: COST OF GOODS	\$2,601	\$1,676	-\$925	\$4,117	\$4,176	\$59
Gross Profit	\$105,157	\$79,589	\$25,568	\$192,092	\$168,210	\$23,882
Expense Categories						
WAGES	\$134,657	\$158,250	\$23,593	\$535,052	\$663,245	\$128,193
ALLOCATED BURDEN	\$42,056	\$46,393	\$4,337	\$162,930	\$194,845	\$31,915
SUPPLIES	\$1,939	\$850	-\$1,089	\$5,496	\$6,500	\$1,004
AQUATIC SUPPLIES	\$167	\$500	\$333	\$1,092	\$6,500	\$5,408
UNIFORMS	\$3,111	\$750	-\$2,361	\$8,212	\$9,100	\$888
PRINTED FORMS	\$0	\$200	\$200	-\$217	\$1,200	\$1,417
OFFICE SUPPLIES	\$120	\$100	-\$20	\$585	\$185	-\$400
OPERATING EQUIPMENT	\$2,704	\$600	-\$2,104	\$11,042	\$15,250	\$4,208
ELECTRICITY	\$6,730	\$5,500	-\$1,230	\$37,440	\$30,221	-\$7,219
NATURAL GAS	\$13,600	\$13,860	\$260	\$71,099	\$51,210	-\$19,889
WATER & SEWER	\$5,253	\$3,700	-\$1,553	\$20,176	\$22,200	\$2,024
WASTE REMOVAL	\$0	\$2,100	\$2,100	\$6,795	\$4,850	-\$1,945
POSTAGE	\$0	\$10	\$10	\$8	\$60	\$52
BANK CHARGES	\$14,903	\$12,000	-\$2,903	\$62,327	\$50,000	-\$12,327
COMMUNICATION EXPENSE	\$240	\$431	\$191	\$1,872	\$1,937	\$65
FUEL	\$54	\$100	\$46	\$77	\$180	\$103
LICENSES & FEES	\$324	\$2,750	\$2,426	\$22,038	\$16,950	-\$5,088
CONTRACT SERVICES	\$1,195	\$1,210	\$15	\$12,361	\$14,360	\$1,999
ADVERTISING - COMM	\$0	\$0	\$0	\$100	\$0	-\$100
LOCKER ROOM MAINTENANCE	\$12,865	\$14,500	\$1,635	\$65,798	\$77,000	\$11,202
SCHOOLS & TRAINING	\$3,972	\$1,043	-\$2,929	\$7,018	\$3,369	-\$3,649
MEDICAL & PHYSICAL	\$1,613	\$1,000	-\$613	\$1,997	\$1,430	-\$567
EMPLOYEE FUNCTIONS	\$1,208	\$750	-\$458	\$4,789	\$3,250	-\$1,539
JANITORIAL	\$1,173	\$2,000	\$827	\$5,536	\$5,600	\$64
CHEMICALS	\$8,091	\$8,000	-\$91	\$30,034	\$27,000	-\$3,034
1ST AID SUPPLIES	\$0	\$500	\$500	\$992	\$1,000	\$8
DUES & SUBSCRIPTION	\$102	\$250	\$148	\$1,556	\$3,294	\$1,738
OVER/SHORT	\$14	\$0	-\$14	-\$14	\$0	\$14
Total Expenses	\$256,091	\$277,347	\$21,256	\$1,076,191	\$1,210,736	\$134,545
Total Revenue & Expenses						
Gross Profit	\$105,157	\$79,589	\$25,568	\$192,092	\$168,210	\$23,882
Total Expenses	\$256,091	\$277,347	\$21,256	\$1,076,191	\$1,210,736	\$134,545
Gross Profit - Expenses	-\$150,934	-\$197,758	\$46,824	-\$884,099	-\$1,042,526	\$158,427

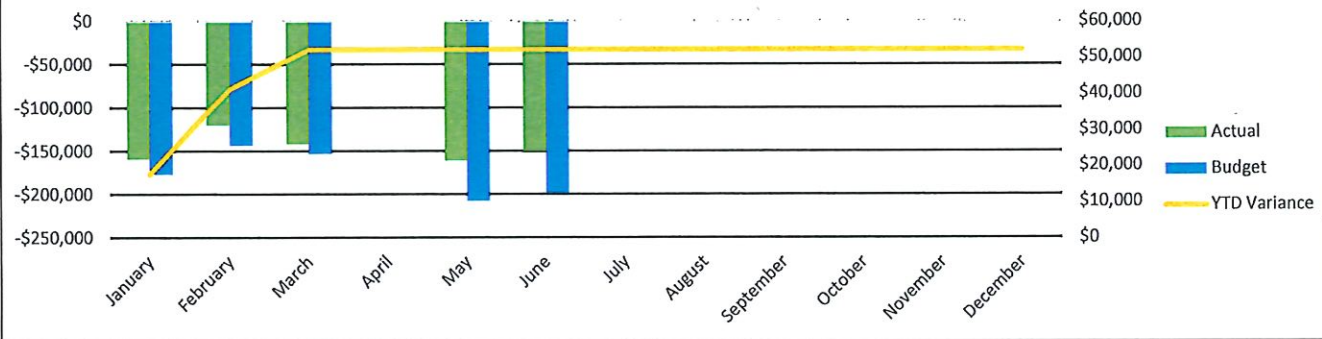
Cost Center 35 Gross Profit for June 30, 2023



Cost Center 35 Expenses for June 30, 2023



Cost Center 35 Operating Margin for June 30, 2023

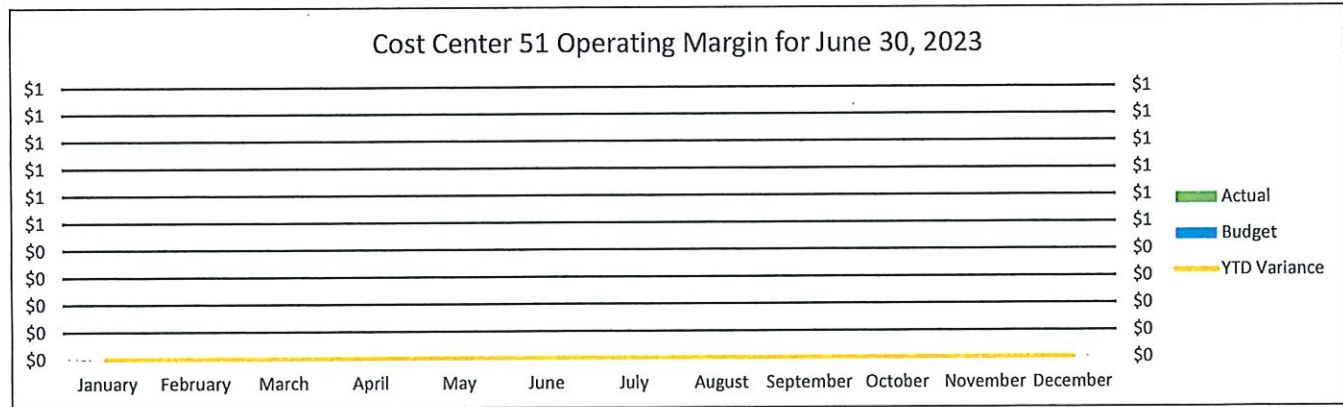
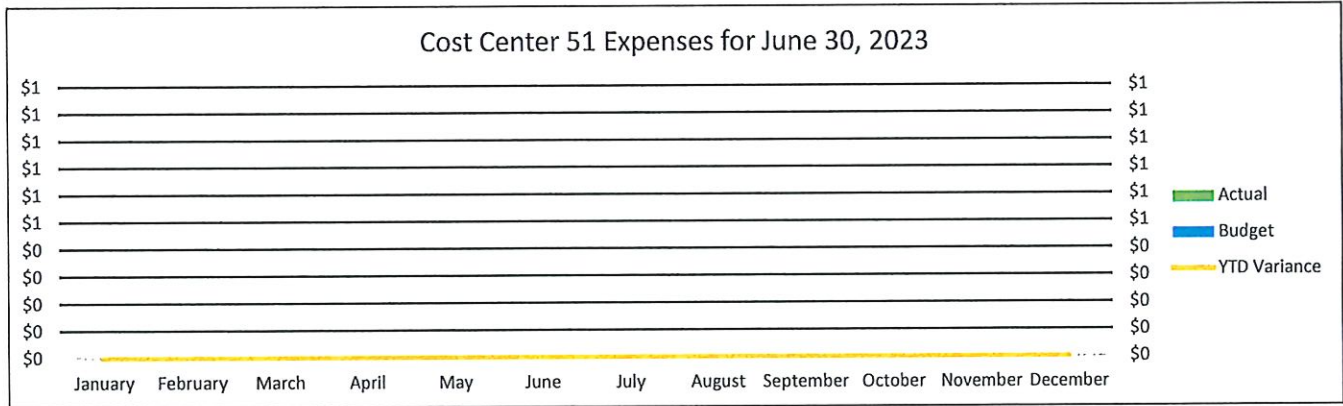
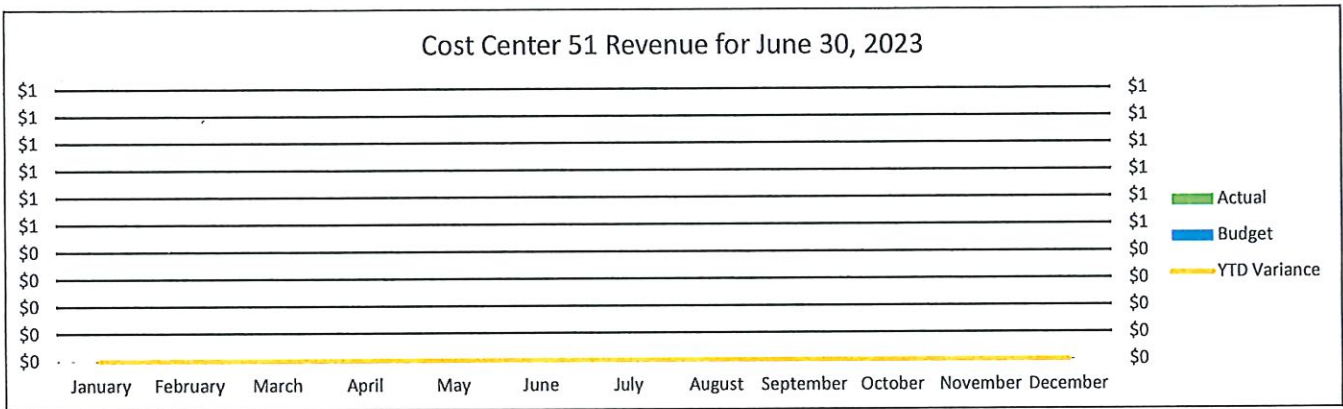


Cost Center 42 - Pathway Rangers: June 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
	0	0	0	0	0	0
Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0

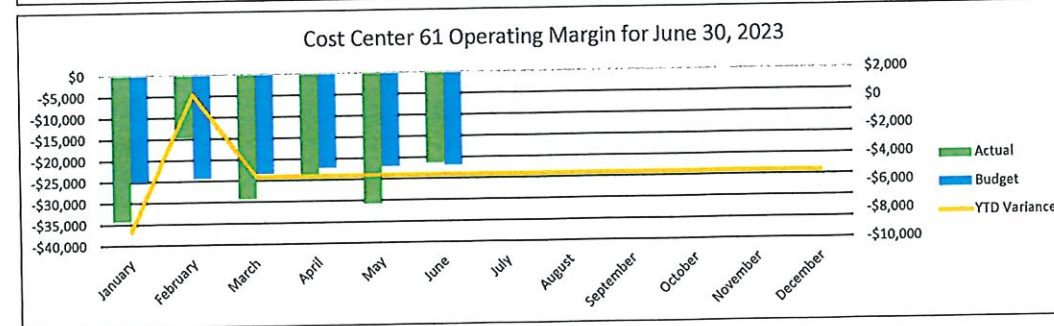
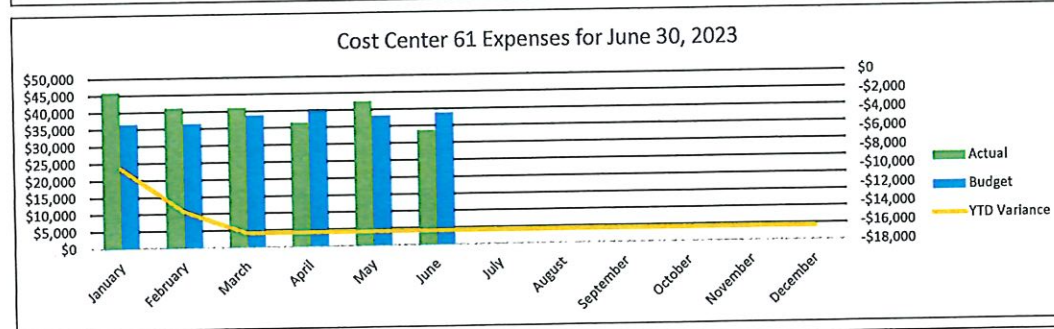
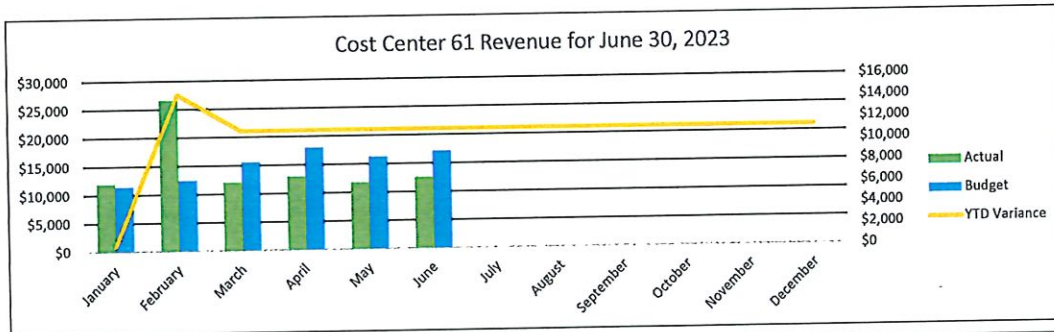
Cost Center 51 - Fire Dept Building Maintenance: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
	0	0	0	0	0	0
Total Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Expense Categories						
	0	0	0	0	0	0
Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue & Expenses						
Total Income	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Income - Expenses	\$0	\$0	\$0	\$0	\$0	\$0



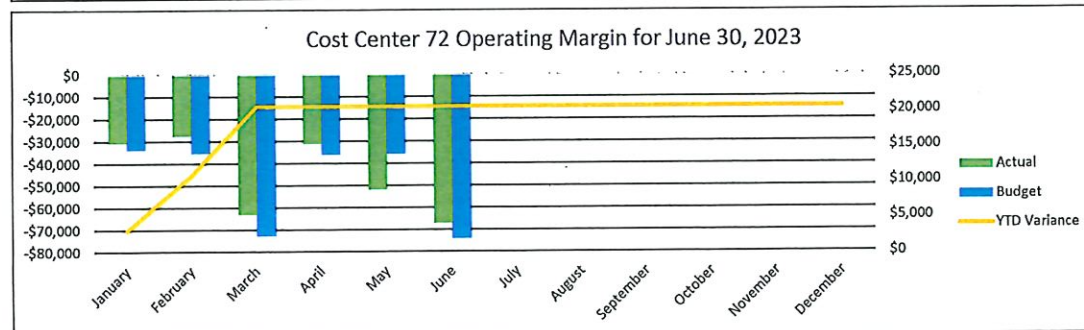
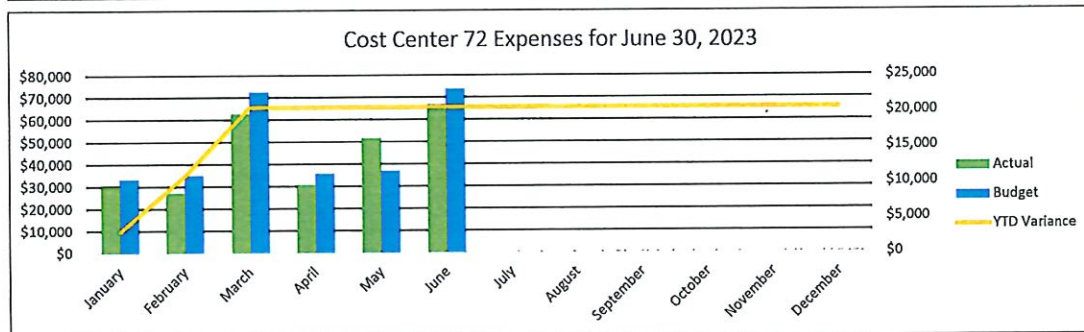
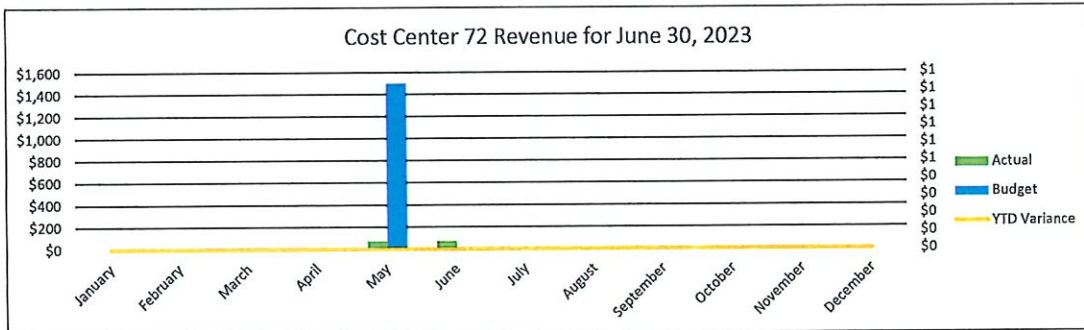
Cost Center 61 - Community Development: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
FINES	\$125	\$2,250	-\$2,125	\$4,250	\$7,350	-\$3,100
DESIGN REVIEW FEES	\$4,296	\$4,641	-\$345	\$43,958	\$29,101	\$14,857
BUILDING PERMITS	\$6,450	\$7,450	-\$1,000	\$30,450	\$37,670	-\$7,220
COPY MCHNE REVENUE	\$230	\$240	-\$10	\$1,034	\$720	\$314
CNTRACTR RGSTRATION FEES-DESG	\$825	\$1,350	-\$525	\$7,350	\$12,250	-\$4,900
MISCELLANEOUS INCOME	\$675	\$1,275	-\$600	\$3,065	\$4,050	-\$985
Total Revenue	\$12,601	\$17,206	-\$4,605	\$90,107	\$91,141	-\$1,034
Expense Categories						
WAGES	\$23,662	\$26,457	\$2,795	\$173,042	\$158,742	-\$14,300
ALLOCATED BURDEN	\$8,708	\$8,941	\$233	\$59,040	\$53,396	-\$5,644
SUPPLIES	\$0	\$0	\$0	\$0	\$280	\$280
PRINTED FORMS	\$536	\$100	-\$436	\$2,111	\$2,260	\$149
OFFICE SUPPLIES	\$34	\$75	\$41	\$1,541	\$1,175	-\$366
POSTAGE	\$591	\$860	\$269	\$1,505	\$1,900	\$395
COMMUNICATION EXPENSE	\$0	\$150	\$150	\$1,048	\$900	-\$148
FUEL	\$0	\$90	\$90	\$312	\$440	\$128
CONTRACT SERVICES	\$249	\$175	-\$74	\$2,317	\$1,050	-\$1,267
CONSULTING SERVICES	\$0	\$2,058	\$2,058	\$0	\$6,174	\$6,174
TRAVEL	\$0	\$0	\$0	\$0	\$1,400	\$1,400
MEALS	\$0	\$0	\$0	\$0	\$250	\$250
SCHOOLS & TRAINING	\$0	\$0	\$0	\$194	\$925	\$731
DESIGN COMMITTEE LUNCHES	\$0	\$0	\$0	\$0	\$200	\$200
MEDICAL & PHYSICAL	\$0	\$0	\$0	\$0	\$45	\$45
Total Expenses	\$33,780	\$38,906	\$5,126	\$241,110	\$229,137	-\$11,973
Total Revenue & Expenses						
Total Income	\$12,601	\$17,206	-\$4,605	\$90,107	\$91,141	-\$1,034
Total Expenses	\$33,780	\$38,906	\$5,126	\$241,110	\$229,137	-\$11,973
Income - Expenses	-\$21,179	-\$21,700	\$521	-\$151,003	-\$137,996	-\$13,007



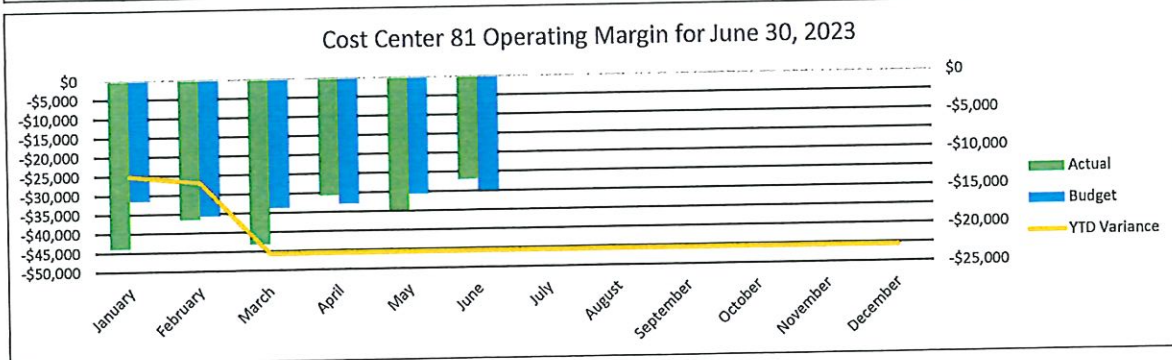
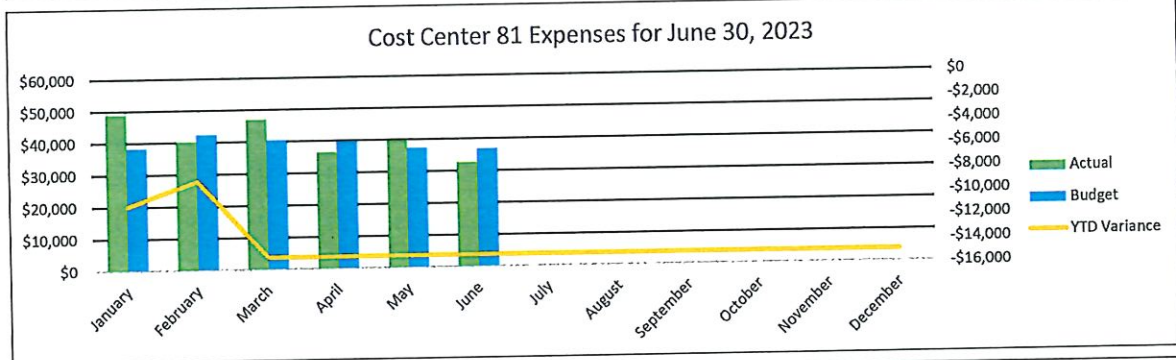
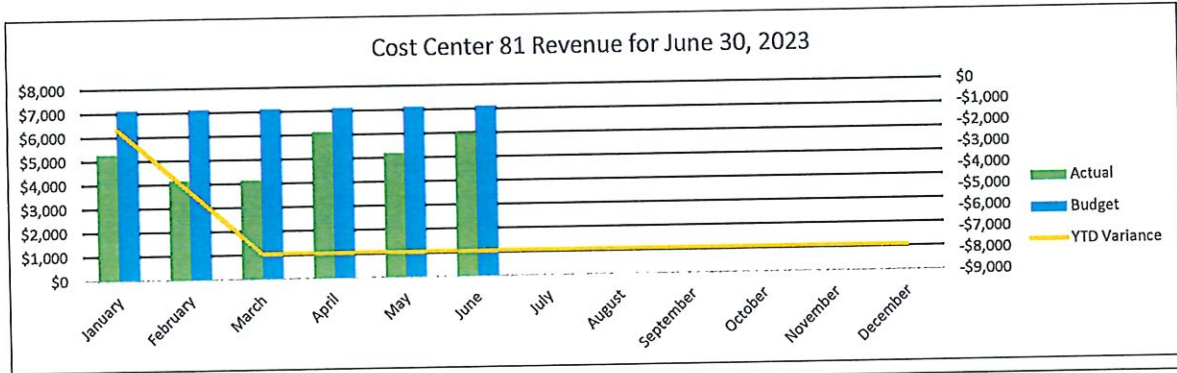
Cost Center 72 - Natural Resources: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
FINES	\$75	\$0	\$75	\$150	\$1,500	-\$1,350
Total Revenue	\$75	\$0	\$75	\$150	\$1,500	-\$1,350
Expense Categories						
WAGES	\$22,647	\$19,497	-\$3,150	\$121,885	\$116,982	-\$4,903
ALLOCATED BURDEN	\$6,958	\$6,405	-\$553	\$42,520	\$38,430	-\$4,090
SUPPLIES	\$0	\$0	\$0	\$320	\$500	\$180
UNIFORMS	\$0	\$0	\$0	\$117	\$400	\$283
PRINTED FORMS	\$643	\$1,000	\$357	\$1,433	\$2,000	\$567
OFFICE SUPPLIES	\$0	\$100	\$100	\$20	\$650	\$630
POSTAGE	\$343	\$500	\$157	\$1,040	\$1,500	\$460
COMMUNICATION EXPENSE	\$40	\$230	\$190	\$1,524	\$1,380	-\$144
FUEL	\$90	\$150	\$60	\$384	\$450	\$66
CONTRACT SERVICES - NATURE C/ MTN PN BEETLE EX.P-FRSTRY MGM	\$1,500	\$8,382	\$6,882	\$28,448	\$43,142	\$14,694
MOSQUITO CONTROL EXP	\$34,650	\$34,650	\$0	\$69,300	\$69,300	\$0
TRAVEL	\$0	\$0	\$0	\$729	\$500	-\$229
MEALS	\$0	\$0	\$0	\$63	\$50	-\$13
SCHOOLS & TRAINING	\$0	\$500	\$500	\$550	\$4,000	\$3,450
NOXIOUS WEEDS	\$0	\$1,500	\$1,500	\$0	\$1,500	\$1,500
RESTORATION	\$0	\$350	\$350	\$1,159	\$1,750	\$591
Total Expenses	\$66,871	\$73,764	\$6,893	\$269,987	\$287,784	\$17,797
Total Revenue & Expenses						
Total Income	\$75	\$0	\$75	\$150	\$1,500	-\$1,350
Total Expenses	\$66,871	\$73,764	\$6,893	\$269,987	\$287,784	\$17,797
Income - Expenses	-\$66,796	-\$73,764	\$6,968	-\$269,837	-\$286,284	\$16,447



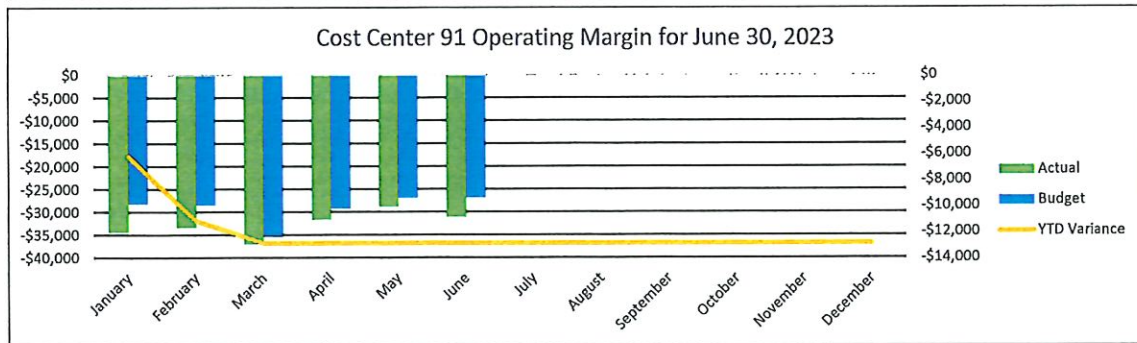
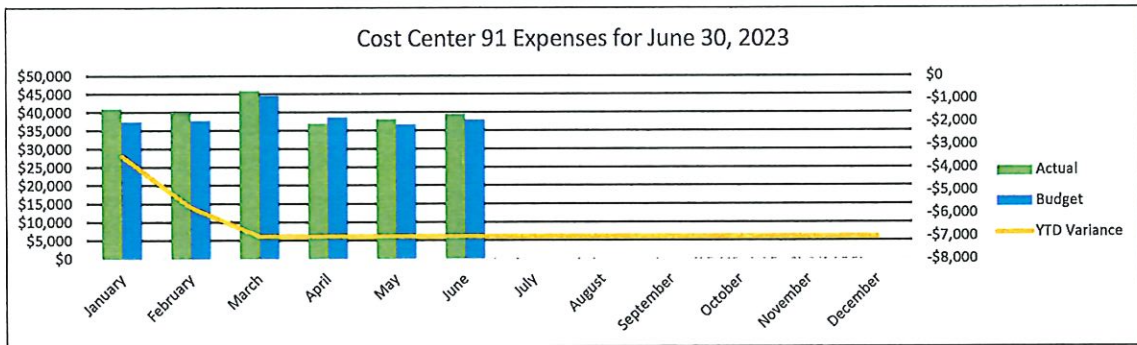
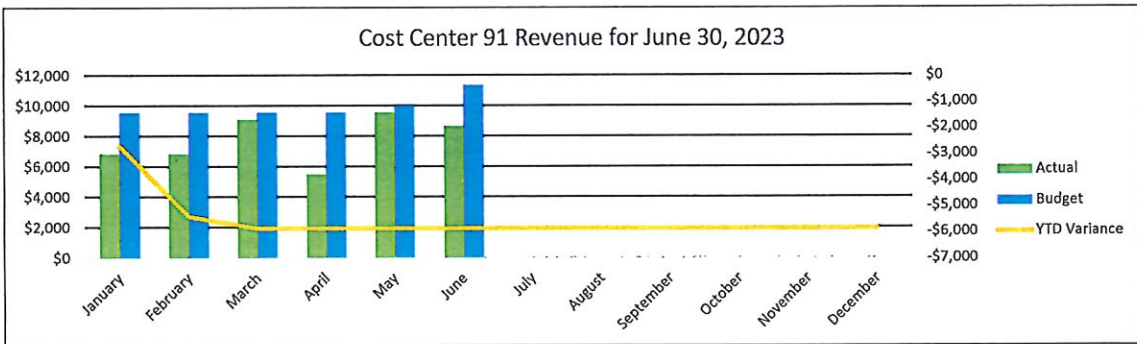
Cost Center 81 - Fleet Services: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
SSD REVENUE	\$6,041	\$7,143	-\$1,102	\$31,028	\$42,858	-\$11,830
Total Revenue	\$6,041	\$7,143	-\$1,102	\$31,028	\$42,858	-\$11,830
Expense Categories						
WAGES	\$15,195	\$18,497	\$3,302	\$118,941	\$110,982	-\$7,959
ALLOCATED BURDEN	\$5,136	\$6,076	\$940	\$38,860	\$36,456	-\$2,404
SUPPLIES	\$3,457	\$7,460	\$4,003	\$33,959	\$44,760	\$10,801
SMALL TOOLS/INTERNET	\$84	\$390	\$306	\$1,237	\$2,340	\$1,103
UNIFORMS	\$82	\$397	\$315	\$3,994	\$2,382	-\$1,612
FUEL	\$5,338	\$3,308	-\$2,030	\$49,352	\$44,653	-\$4,699
GASOLINE RECOVERY	-\$2,438	-\$1,103	\$1,335	-\$23,138	-\$18,197	\$4,941
LICENSES & FEES	\$9	\$394	\$385	\$1,643	\$2,900	\$1,257
CONTRACT SERVICES	\$5,146	\$616	-\$4,530	\$12,410	\$3,695	-\$8,715
TRAVEL	\$792	\$204	-\$588	\$1,866	\$1,224	-\$642
MEALS	\$0	\$99	\$99	\$1,252	\$594	-\$658
SCHOOLS & TRAINING	\$0	\$686	\$686	\$5,400	\$4,116	-\$1,284
Total Expenses	\$32,801	\$37,024	\$4,223	\$245,776	\$235,905	-\$9,871
Total Revenue & Expenses						
Total Income	\$6,041	\$7,143	-\$1,102	\$31,028	\$42,858	-\$11,830
Total Expenses	\$32,801	\$37,024	\$4,223	\$245,776	\$235,905	-\$9,871
Income - Expenses	-\$26,760	-\$29,881	\$3,121	-\$214,748	-\$193,047	-\$21,701



Cost Center 91 - Accounting: June 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
SSD REVENUE	\$3,719	\$3,720	-\$1	\$22,315	\$22,320	-\$5
MISCELLANEOUS INCOME	\$4,950	\$7,650	-\$2,700	\$24,300	\$37,350	-\$13,050
Total Revenue	\$8,669	\$11,370	-\$2,701	\$46,615	\$59,670	-\$13,055
Expense Categories						
WAGES	\$22,287	\$23,691	\$1,404	\$141,031	\$142,146	\$1,115
ALLOCATED BURDEN	\$7,603	\$8,033	\$430	\$49,543	\$47,948	-\$1,595
PRINTED FORMS	\$338	\$510	\$172	\$1,229	\$1,460	\$231
OFFICE SUPPLIES	\$89	\$100	\$11	\$1,329	\$450	-\$879
POSTAGE	\$892	\$900	\$8	\$1,618	\$1,800	\$182
BANK CHARGES	\$1,750	\$1,250	-\$500	\$11,893	\$7,500	-\$4,393
COMMUNICATION EXPENSE	\$40	\$40	\$0	\$240	\$240	\$0
CONTRACT SERVICES	\$4,587	\$2,850	-\$1,737	\$27,388	\$24,675	-\$2,713
LEGAL FEES	\$2,116	\$800	-\$1,316	\$7,553	\$4,800	-\$2,753
COLLECTION	-\$100	-\$100	\$0	\$54	-\$600	-\$654
TRAVEL	\$0	\$0	\$0	\$0	\$1,500	\$1,500
SCHOOLS & TRAINING	\$0	\$0	\$0	\$125	\$1,750	\$1,625
FIRE SCIENCE PROGRAM	-\$10	\$0	\$10	\$0	\$0	\$0
Total Expenses	\$39,592	\$38,074	-\$1,518	\$242,003	\$233,669	-\$8,334
Total Revenue & Expenses						
Total Income	\$8,669	\$11,370	-\$2,701	\$46,615	\$59,670	-\$13,055
Total Expenses	\$39,592	\$38,074	-\$1,518	\$242,003	\$233,669	-\$8,334
Income - Expenses	-\$30,923	-\$26,704	-\$4,219	-\$195,388	-\$173,999	-\$21,389



Cost Center 92 - Burden: June 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ALLOCATED BURDEN	-\$85,615	\$0	\$85,615	-\$475,133	\$0	\$475,133
MEDICAL INSURANCE	\$55,123	\$0	-\$55,123	\$315,693	\$0	-\$315,693
LIFE INSURANCE	\$750	\$0	-\$750	\$4,402	\$0	-\$4,402
LONG TERM DISABILITY INS.	\$1,597	\$0	-\$1,597	\$9,172	\$0	-\$9,172
WKMNS COMPENSATION INSURANCE	\$3,513	\$0	-\$3,513	\$5,094	\$0	-\$5,094
EMPLOYER MATCH 401(k)	\$7,632	\$0	-\$7,632	\$44,520	\$0	-\$44,520
PROFIT SHARE-RETMT PLAN	\$16,834	\$0	-\$16,834	\$94,961	\$0	-\$94,961
Ee BENFTS-CFTRIA PLAN-DEFD CM	\$165	\$0	-\$165	\$1,290	\$0	-\$1,290
Total Expenses	-\$1	\$0	\$1	-\$1	\$0	\$1

Cost Center 95 - Road & Pathway Projects: June 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ROAD PROJECTS PRIMARY	\$0	\$0	\$0	\$34,358	\$50,000	\$15,642
LADDER FUEL REDUCTION	\$25,643	\$0	-\$25,643	\$25,409	\$0	-\$25,409
PATIO FURNITURE - SHARC	\$0	\$0	\$0	\$18,893	\$0	-\$18,893
BANQUET CHAIRS	\$6,197	\$0	-\$6,197	\$6,197	\$0	-\$6,197
IAMP ENGINEERING	\$0	\$0	\$0	\$18,286	\$0	-\$18,286
TUNNELS - REPLACE	\$413,108	\$400,000	-\$13,108	\$508,582	\$500,000	-\$8,582
Total Expenses	\$444,948	\$400,000	-\$44,948	\$611,725	\$550,000	-\$61,725

(3)
GENERAL MANAGER
AND
DEPARTMENT REPORTS

(For informational purposes only, No Board action
required.)

SUNRIVER OWNERS ASSOCIATION
Board of Directors Meeting
July 15, 2023
General Manager's June 2023 Activity Report

▪ **Administration**

- Regular Central Oregon Intergovernmental Council Board of Directors meetings as the Tourism and Recreation representative. This will continue to be a *monthly on-going participation through end of term December 31 2024*.
- Regular monthly meeting with the Sunriver-La Pine Economic Development (SLED) Board regarding coordination with south county efforts economic development. This will continue to be a *monthly on-going participation*.
- Continued follow-up work with SROA Legal Counsel regarding the following: Persida Myers HUD challenge; SSD Lease documents; LFR contract review; TRT funds/statute analysis; facility restroom sign policy, and more.
- Work with SROA collections legal counsel regarding owner non-payment of fees/fines, as well as proceeding with legal actions for such collections according the SROA financial policy for collecting such.
- Attend and participate in the following monthly SROA Committee, Task Force and Work Group meetings: Owner Enrichment Committee; Covenants Committee; Finance Committee; Design Committee and, Dog Park Task Force.
- Additional meetings with contractor, engineer and Mark Smith regarding final design for Public Works Facility improvements. Including preparing resolving appeal points on the land use approval and getting the appeal dropped.
- Participated and performed tasks associated with the Transient Room Tax task force – including meeting with Deschutes County Commissioner Phil Chang.
- Attended a fourth South Deschutes County planning meeting hosted by COIC staff – purpose is to identify needs and partners to prepare for the development of a South County Strategic Planning process.
- Participated in a Central Oregon Regional Community and Economic Development Strategy meeting as part of COIC steering committee.
- Attended public safety building task force meeting.
- Met with representatives from the Deschutes County Road Department and Sunriver Resort regarding future improvements to South Century Drive.
- Discussed multiple HR issues with SROA HR Director and Legal Counsel.
- Ongoing meetings with TDS Staff regarding the physical construction and eventual migration of owners to fiber and SROA account. Monthly update meetings are held with TDS staff.
- Provide training to Design Committee on methods to address Design Manual criteria and write findings/motions.

▪ **Accounting:**

- Presented the unaudited financial statements for the period ending May 31, 2023.

- Presented the audited financial statement for the period ended December 31, 2022.
- Billed 2023/24 RV Storage Spaces.
- Worked with SSD on accounting/HR transition.
- Communicated with owners on website registration/payments - 620 owners registered.
- Continued processing Recreation revenues (RPP, MPP, Gate etc.).

- **IT:**
 - Information Technology
 - Created Login Scripts for automated drive mappings.
 - Discontinued stormwinds staff training (\$1,200 savings).
 - Bitlocked installation on laptops started (50% completed).
 - Replaced Access points in admin building.
 - Renewed srowner.org domain (Domain was shut down for 24 hours resulting in mail flow issues).
 - Lumen site survey completion for second circuit.
 - Cleaned out server closet.
 - Security/Compliance
 - Sync'd the on-premise Active Directory & Azure accounts for single sign -n.
 - Implemented more secure password policy.
 - Turned on MFA for our online 365 accounts.
 - IT training on new security portal and communications.
 - Worked on New solution for Tech recycling. Used software BitRaser and wiped Laptop Hard drives. Using NIST requirements. The data is no longer recoverable. This allows for Items to be donated and used instead of filling up landfill recycling center.
 - Veeam 365 Backup. Accounts have been updated to reflect current mailboxes.
 - SROA Database/GIS
 - Created notifications from Lenel for gate security issues .
 - Gabe starting Training ESRI GIS essentials training.
 - Added "Assign new card" functionality .
 - Added "Purchase date" to GIS database.
 - Cleaned up Taxlot ID in database.
 - Adjusted code and logic to compare the full lane name: Pine Mtn instead of just Pine.
 - GIS Interface proposal reviews. Will propose to board after 3rd proposal comes in.
 - Accounting/Finance
 - Initiated new ballot data and archived the old.
 - Created spreadsheet documents of owner, property management and resort data for Becki.
 - As per Becki's request, adjusted document as needed.
 - Member Services
 - Updated gate access schedule.

- Cleaned up badge number issues on card swipes.
- SHARC
 - Worked with PW on replacement of projector screens in Dillon and Pringle. This was a huge success thanks to Greg, Sam, and Nick. We saved a few thousand dollars by not having AV Bend to work.
 - Guest Wi-fi upgrade.
 - We have put some money to help with Guest Wi-Fi experience full rebuild is still needed.
 - We have purchased, configured, and installed a network switch and an Access Point to reach the water slide area.
 - 8 new hire account setups.
 - Updated call routing for members pool and tennis/pickleball instructors.
 - Assisted Angela on using iPad at boat launch for member verification.
- Public Works
 - Finished cellphone replacements.
- RV Storage
 - Finished and sent email blast to RV storage leasers with a valid email address.
 - Compiled a list of RV leasers and their physical addresses for snail mail.
- **Communications:**
 - Scene:
 - June Scene advertising was \$21,532 (\$20,525 in 2022).
 - There were 279 reads of the online Scene. Included readers from Costa Rica, Sweden, Niger, Germany and the Phillipines.
 - Web sites / Social media: In the past 30 days...
 - SROA: 11,000 users. Top pages: weather, member pool, pickleball, tree flagging, member preference
 - SHARC: 18,000 users. Top pages: aquatic hours, rec swim, admission, outdoor aquatics, plan your visit.
 - SunriverStyle: 3,300 unique visitors. Top pages: pathways, what's going on, river adventures, getting here.
 - June eblast included information about new Design Manual release, start of summer recreation swim, siren testing, shred event, ticketed concert, tennis pro/clinics, no fireworks, community picnic, etc.
 - Projects:
 - Created all new application forms, checklists and schedules for Community Development related to the release of the Design Manual.
 - Created Jobe Fortner poster and started marketing the event on social media, print and web.
 - Pushing Sunriver rules and pathway rules on social media as a reminder to owners and summer visitors.
 - Ballot materials finalized and sent off to the printer. Went in the mail to owners in early July.
- **Community Development:**

- Design Committee meetings are continuing to occur on a regular schedule, with multiple items on each agenda – the two June meetings had a total of 5 items (combined – 2 and 3).
- There are currently approximately 369 active projects/building permits (up by 55 from the previous month of May).
- The number of applications submitted in June was down from the same month in 2022 – from 135 in 2022 to 121 in 2023.
- Continued issuing compliance letters for design and rule violations.
- Participated in Magistrate Hearings on violations and citations.
- Continued modifying new application forms and informational handouts.
- Continue to provide updates to the Design Committee on the procedural elements in the new design manual and how staff will convey those to the owners.
- Work with the Design Committee on continued discussion of “Plant Protections.”

- **Natural Resources:**
 - Prepared and mailed LFR deficiency letters.
 - Sprayed noxious weeds on commons.
 - Started private property noxious weed inspections.
 - Continued planning for 23rd annual War on Weeds (WOW). WOW is August 1 – 14.
 - Mailed War on Weeds invitation postcards to 347 new owners.
 - Started bull frog monitoring.
 - Awarded 2023 commons LFR contracts.
 - Performed site visits regarding tree removal requests and LFR compliance on private properties.

- **Public Works:**
 - Parks/Commons/Tennis
 - Relocated the water line at the waterfall circle to increase coverage.
 - Cleaned up, graded and treated Canoe Road.
 - Installed new concrete tables at MMP.
 - Completed Weekly safety check at playgrounds.
 - PW blows of all tennis/pickle ball courts weekly this time of year.
 - River Access is staffed 5 days per week.
 - PW added daily cleaning of MMP restroom along with restrooms.
 - Daily pickup of 63 trash cans along 34 miles of pathway.
 - Pathway/Roads
 - Striped completed on all SROA roadways.
 - Pathway safety striping and pathway markings all repainted.
 - Street Saver Road evaluation project completed.
 - Fleet
 - Repairs to loader emission systems and brake accumulator.
 - Inventoried the Parts Room for fleet.
 - Facilities/Aquatics:
 - SHARC

- Café water heater installed and isolated from other plumbing features.
 - Painting of the facility and outbuildings/fences 100% complete.
 - Installed replacement A/V screens.
 - Leak checked CO2 systems, ordered replacement diffusors.
 - Full force summer operations.
- MEMBERS POOL
 - Repaired modulating valve for Rec pool.
 - All pools and facilities are working at speed.
- Public Works Building:
 - Worked with neighbors to address their concerns with the PW building after which they agreed to pull their appeal of the project with Deschutes County.
 - PW building met all SROA conditions of approval from Design Committee.
 - The last hurdle before we receive building permits is completion of the lot line adjustment.
 - Developed and released the RFP for the PW building and selected a contractor.
- Miscellaneous/Other:
 - Very tight on staffing as we have several PW members out.
 - Greg and his team are doing a great job with the building and pools.
- **Recreation:**
 - Sales – May YTD
 - 2023 Membership (MPP/RPP) sales continue to be well received with few comments about price increases.
 - YTD is through the end of June.
 - YTD - MPP – 6,210 YTD (2022 year end was 7,417).
 - YTD - RPP – 910 homes/properties are enrolled. This is only 14 shy of the total for all of 2022 (98.5% of the total 2022 enrollment).
 - 2023 SHARC saw 27,614 visits vs. 2022 at 28,711; 2019 unrestricted access was 35,617.
 - 2023 Member Pool saw 1,853 June visits vs. 2022 at 2,552.
 - Very COLD week (third week of June) - snow on the mountain – low attendance
 - Operations
 - Historical High numbers for gate and café.
 - Turf Tunes well received. Lots of summer events for a booked calendar.
 - Sunriver Solstice tennis tournament was a hit with 127 matches played over 2.5 days.
 - Sunriver Slam Pickleball Tournament scheduled for September 15-17th, same weekend as Uncorked.
 - Ticketed Concert announced - Jobe Fortner 8/26/23.
 - Staffing
 - Fully Staffed, some illness and vacations are pinch points.
 - Staff have done a fabulous job handling the crowds while keeping their spirits up, choosing to focus on making member and guest experiences memorable.

- **Board Tasks for April:**
 - There will be an Executive Session at the July 14th Work Session but not at the July 15th Business Meeting.

Sunriver Owners Association (SROA)
Natural Resources Department
Monthly Report – June 2023

Ladder Fuels Reduction (LFR) Program	Current Month	Year to Date (YTD)	Previous YTD
Permits issued*	46	908	614
Courtesy letters	0	601	325
Advisory – Deficiency letters	0	132	64
Advisory – Deficiency postcards	0	129	63
Notice of Deficiency letters	115	115	51
Notice of Violations	0	0	2
Inspections completed (Final & Fall LFR, MPB, etc.)	78	78	393
Other letters/postcards	0	475	1,998
Noxious Weeds Program			
Courtesy letters	0	0	0
Notice of Deficiency letters	0	0	0
Reminder – Deficiency postcards	0	0	0
Notice of Violations	0	0	0
Inspections completed	934	934	0
Other letters/postcards	0	0	0

* Includes permits issued with LFR courtesy and deficiency letters.

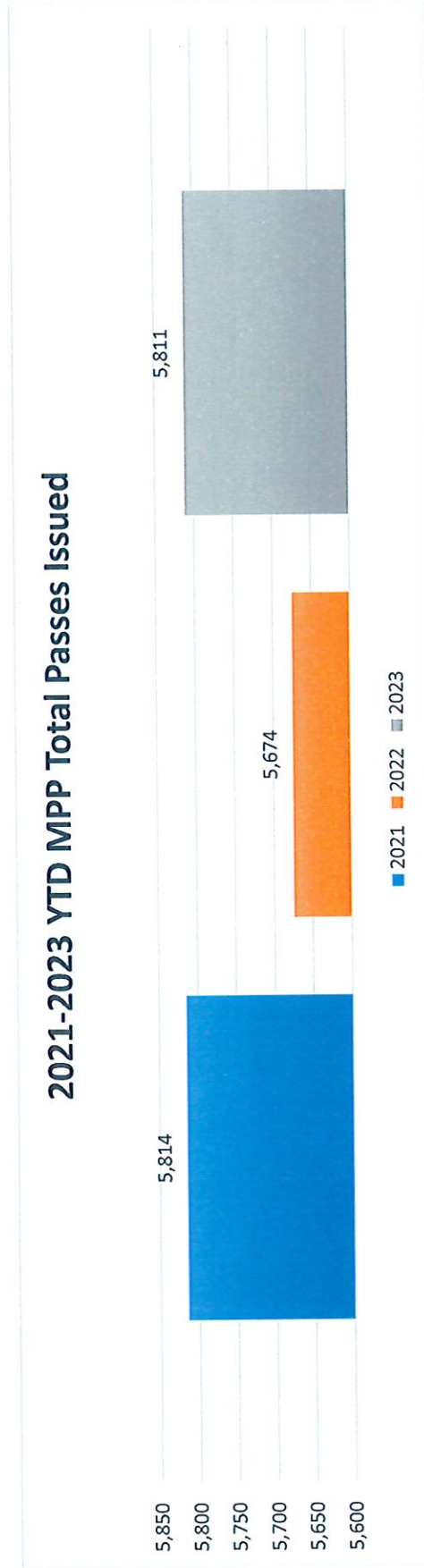
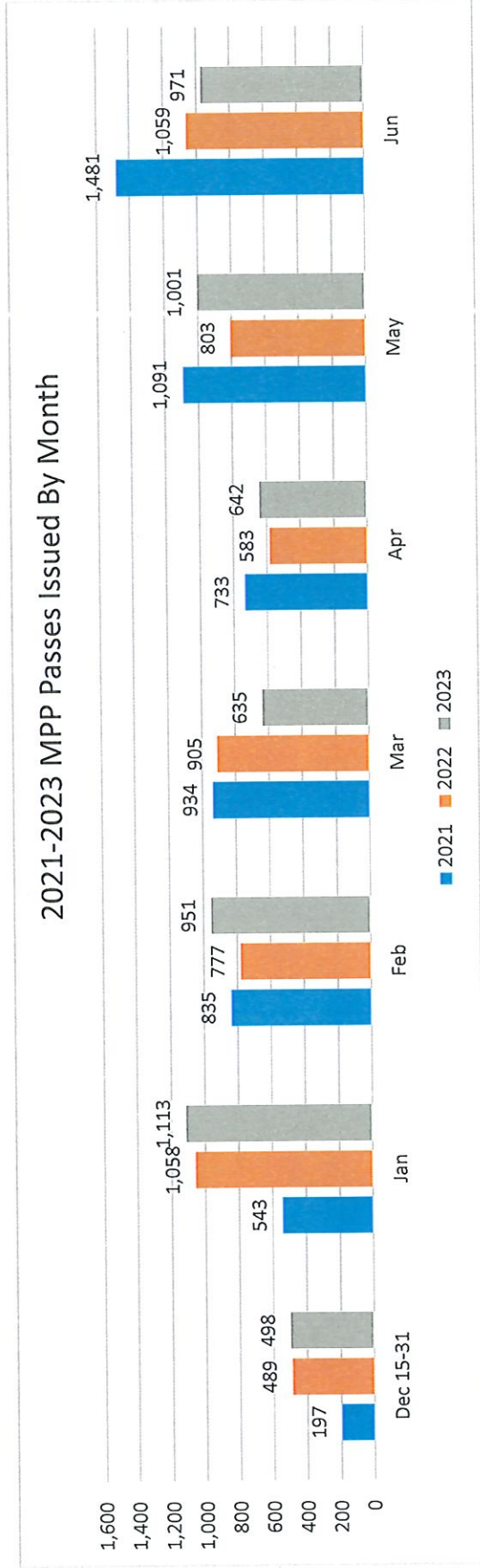
Firewood Permit Program	Current Month	Year to Date (YTD)	Previous YTD
2023 Permits issued	12	197	148

Department Highlights:

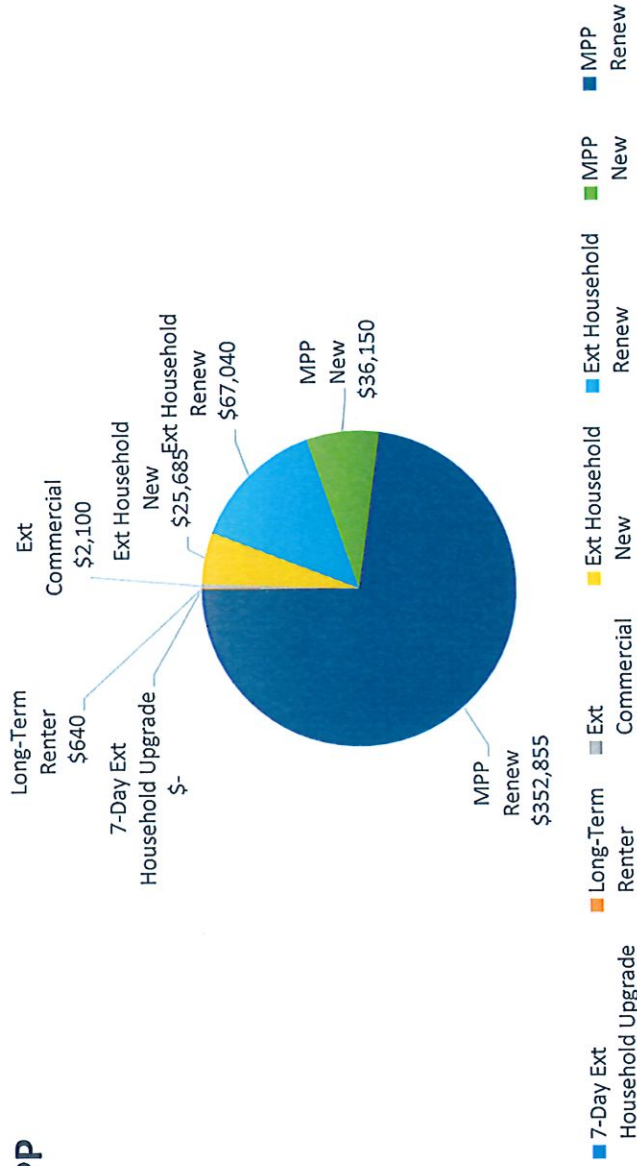
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- Sprayed noxious weeds on commons.
- Started private property noxious weed inspections.
- Continued planning for 23rd annual War on Weeds (WOW). WOW is August 1 – 14.
- Mailed War on Weeds invitation postcards to 347 new owners.
- Started bull frog monitoring.
- Awarded 2023 commons LFR contracts.
- Performed site visits regarding tree removal requests and LFR compliance on private properties.

To: SROA Board of Directors
 From: KEITH KESSARIS
 Subject: June 2023 MEMBERSHIP SALES and ADMISSIONS ATTENDANCE

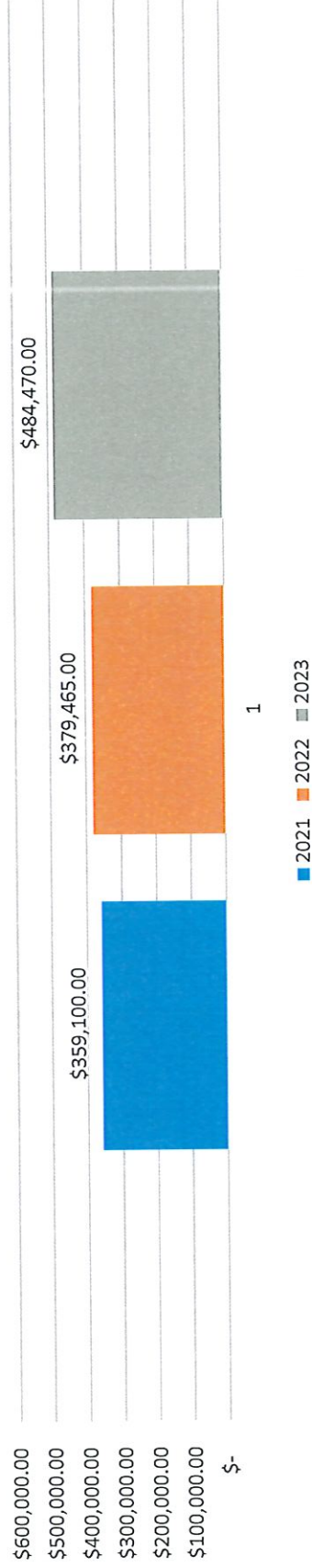
Membership Units Issued - Highlights



2023 YTD MPP Income % of Total



2021-2023 YPT MPP Total Income



SROA Admissions Model Workgroup Monthly Recap: June 30, 2023

<u>Member Preference Membership issued - YTD as of:</u>			2023 vs 2022
	6/30/2023	6/30/2022	Variance
Member Preference - Sold YTD 2023 (New) (+ 77 in Jun 23')	482	425	57
Member Preference - Sold YTD 2023 (Re-new) (+ 822 in Jun 23')	4,716	4,663	53
Member Preference - Sold YTD (New & Re-New)	5,198	5,088	110
All membership including Extended Household/Commercial	5,830	5,674	156

Note: Total Member Preference sold '22 = 6,544, thru 12-13-22
 Note: Total Member Preference sold '21 = 6,594, thru 12-08-21
 Note: Total Member Preference sold '20 = 5,209, thru 12-14-20
 Note: Total Member Preference sold '19 = 6,550, thru 12-14-19
 Note: Total Member Preference sold '18 = 6,584, thru 12-14-18

<u>Recreation Plus Program - 2023 YTD Sales</u>			2023 vs 2022
	6/30/2023	6/30/2022	Variance
Rec Plus Renewals (+ 12 in Jun 23'; + 2 in 22')	855	803	52
Rec Plus New (+ 7 in Jun 23'; +7 in 22')	58	103	-45
	913	906	7

2023 Recreation Program Sales YTD by bedroom

6/30/2023	New	Re-new	
One Bedrooms (4 cards, \$1,260)	0	15	
Two Bedrooms (6 cards, \$1,890)	12	134	
Three Bedrooms (8 cards, \$2,520)	24	397	
Four Bedrooms (10 cards, \$3,150)	16	213	
Five Bedrooms (12 cards, \$3,780)	5	74	
Six Bedrooms (14 cards, \$4,410)	1	13	
Seven Bedrooms (16 cards, \$5,040)	0	6	
Eight Bedrooms (18 cards, \$5,670)	0	3	
			Combined Total
2023 YTD Total	58	855	913
2022 YTD Total	103	803	906

2023 & 2022 Recreation Program Sales YTD by type

	6/30/2023	6/30/2022	2022 Totals
RPP's by Individual Property Owners	311	277	283
RPP's by Property Managers/Condo Assoc's	602	629	641
RPP Total - Prop Owners & Prop Mgrs.	913	906	924

Facility - Event Space Rental/A/V/Linens/Bar Sales YTD vs Budget	(\$28,597)	YTD Sales Total	\$26,403
2023 Event Space Rental/A/V/Linens/Bar - Annual Budget	\$128,500		
YTD % of Annual Budget	20.50%		

Total overall admissions @ SHARC

	2023	2022	2023 Jun vs 2022 Jun
	June	June	
	28,001	28,881	-880
Member Preference	3,540	3,120	420
Member Guest \$ (60% discount off Gate price)	131	136	-5
Extended Family (Annual)	335	300	35
Recreation Plus	19,316	21,030	-1,714
Gate Admission	2,892	2,787	105
Central Oregon Sundays - Summer & Off-season	0	0	0

Daily Admission Highlights:

Member Preference
 Member Guest \$ (60% discount off Gate price)
 Extended Family (Annual)
 Recreation Plus
 Gate Admission
 Central Oregon Sundays - Summer & Off-season

	2023	2022	2023 vs 2022
YTD Total SHARC Admissions - through 06/30	70,418	64,061	6,357

Member Guest Passes issued through 06/30/23	
Guest Passes redeemed at SHARC	3,160
Guest Passes redeemed at North Pool through 06/30/23	444

Note: June's # will be provided at Board Workshop

	2023 Total	2022 Total	23 vs '22 Tot
Member Pool Attendance	2,449	20,039	-17,590

2023 Recreation Budget Goals/Year-end Totals	Total Budget	YTD Revenue 06/30/23	YTD % of Annual Budget
Note: Annual MPP, Ext. Household, Ext. Comm - Budget is:	\$600,955	\$487,135	81.0%
Note: Annual Recreation Plus Budget is:	\$2,452,233	\$2,434,868	99.3%
Note: Annual Gate Budget is:	\$587,050	\$137,808	23.5%

Notes:
Light blue color indicates a + change from the previous month for Rec Plus by bedroom quantity.
Bold blue color indicates a + variance in membership and Rec Plus sales for 2022 vs 2021 YTD.
Bold maroon color indicates a - variance in sales and attendance totals for 2022 vs 2021 YTD.
 Green color indicates a + change from the previous month for Rec Plus sales

Created: July 10, 2023 by: Keith Kessarlis

DIRECTORS REPORT FOR COMMUNITY DEVELOPMENT

JUNE 2023

Line #	Community Development Activity	Previous month Y-T-D	This Month		Prior Y-T-D	%Difference Current/Prior Y-T-D
			Current Month	Current Y-T-D		
1	BUILDING PERMITS ISSUED FOR NEW HOMES	2	0	2	7	-71%
2	NEW CONSTRUCTION SUBMITTAL	6	0	6	6	0%
3	REPLACEMENT HOMES (NEW CONSTRUCTION)	0	0	0	0	0%
4	MINOR ADDITIONS	10	0	10	19	-47%
5	ALTERATION/ADDITIONS	11	3	14	16	-13%
6	COMMERCIAL PROJECTS	3	0	3	4	-25%
7	MULTI-FAMILY RESIDENCES	0	0	0	0	0%
8	COMMON AREA IMPROVEMENTS	0	0	0	0	0%
9	PRELIMINARY PROPOSALS	7	1	8	2	300%
10	RE-REVIEW APPLICATIONS	1	1	2	10	-80%
11	ADMINISTRATIVE APPROVAL APPLICATIONS	402	121	523	654	-20%
12	FOOTING INSPECTIONS PERFORMED	3	0	3	14	-79%
13	FINAL INSPECTIONS PERFORMED	164	4	168	427	-61%
14	ESCROW INSPECTIONS PERFORMED	15	7	22	20	10%
15	OWNER CONCERN FORMS ANSWERED	19	3	22	26	-15%
16	OWNER COMPLIANCE REQUEST FORMS SENT	116	9	125	87	44%
17	CONTRACTOR REGISTRATIONS 10/1-9/30/23	295	10	305	321	-5%
18	TOTAL WARNINGS ISSUED	15	1	16	9	78%
19	TOTAL CITATIONS ISSUED	24	8	32	51	-37%
20	DESIGN REVIEW NOTICES MAILED	1464	152	1616	1651	-2%

ESCROW ACCOUNT BALANCE:

\$188,425

AS OF

5/31/2023



James Lewis

General Manager

(4)
LIAISON & COMMITTEE REPORTS

MEETING MINUTES

Design
Finance

**(For informational purposes only, no Board action
required.)**

Covenants (No meeting in May)

Design (Meet twice a month)

Finance (Met on July 13th)

Nominating (No meeting in July)

**Owner Enrichment Committee
(Met on May 17th, no minutes received)**



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
JUNE 23, 2023**

PRESENT: Curt Wolf, Chairperson; Charlie Meyer, Richard Look, Mark Feirer, Brad Banta, Mark Szymczak

ALSO PRESENT: Scott Jackson, Design Review Planner; Scott Gillies, Board Liaison; Keith Kessar, Asst. General Manager

Design Committee Chair, Curt Wolf called the meeting to order at 10:25 a.m. The minutes of the 6/9/23 meeting were approved.

ADDITION/ALTERATION

Lot #2 Mt Rose Lane

Project: Addition

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided as follows:

Approved subject to the following conditions:

1. Prior to the issuance of a Sunriver building permit, the following items are required to be submitted:
 - a. Protected Root Zones (PRZ's) shall be installed around selected trees according to Natural Resources guidelines and maintained for the duration of construction. Contact SROA Natural Resources at 541-593-1522 to arrange an on-site visit.
 - b. Submit a revised site plan showing accurate existing >4" dbh tree locations, type and size. Include any trees proposed for removal per Section 4.04 of the Design Committee Manual (DCM) and Form D.
 - c. The proposed additional square footage on Form D does not align with the proposed additional square footage on the plans. Revise and resubmit page 3 of Form D for administrative review.
 - d. Revise the site plan to show one 10'x20' parking zone per sleeping area in the driveway per Section 12.09.4 of the DCM. Resubmit for administrative review.
 - e. Change window on the right elevation to a 8.0 x 2.0 to minimize view of neighbors hot tub.

- f. Reduce rear wall at closet approximately 1.5 feet and resubmit for full Committee administrative review per Section 2.08.2 of the DCM.
- 2. The following items are recommendations for the applicant to consider:
 - a. Repaint entire house.
 - b. Enlarge the trash enclosure to accommodate 3 cans.

Lot #14 Virginia Rail Lane

Project: Addition

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided as follows:

Denied for the following reason(s):

The house was built in 1981 with the structural wall on the north side extending into the side yard setback. In 2013, the homeowner updated the floor plans and added a hot tub. These plans were approved and the lot coverage was listed as 37%.

- 1. The proposed garage does not conform to Section 16.05 of the Design Committee Manual (DCM).
- 2. The overall design of the addition is not compatible with Section 2.06 of the DCM.
- 3. If the applicant wishes to re-submit, the following items shall be addressed:
 - a. Recalculate the existing and proposed lot coverage to include all berms, the hot tub enclosure, and the existing a/c enclosure. Tabulation shall be shown on the site plan per Form D. Page 4 of Form D shall be corrected accordingly.
 - b. Move any items impeding the rear property line stringing and re-string to allow the Committee to view the scope of the project per Section 4.16.3 of the DCM.
 - c. The site plan shall show (6) six 10'x20' parking zones in the driveway per Section 12.09.4 of the DCM.
 - d. Show the scale on all plans per Section 4.04 of the DCM and Form D.
 - e. Provide screening of the a/c unit per Section 17.07 of the DCM. Additionally, the a/c enclosure shall be shown on the floor plan, site plan, and appropriate elevations per Section 4.04 of the DCM and Form D.
- 4. The following items are recommendations for the applicant to consider:
 - a. Remove the remaining berm on the north side of the building and delete the proposed shed/storage room to reduce the lot coverage to be closer to the 35% maximum coverage allowed by Section 2.08.6 of the DCM.
 - b. Replace all diagonal siding with horizontal siding to improve aesthetics and provide a uniform appearance per Section 2.08.3 of the DCM.

PRELIMINARY NEW CONSTRUCTION

Lot #21 Red Fir Lane

Project: New Home

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided as follows:

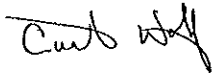
Preliminarily approved subject to the following conditions:

This decision is for the preliminary submittal of the project. Additional conditions of approval may be required upon final submittal.

1. Upon final submittal, the following items shall be addressed, all Sections noted are required by the Design Committee Manual:
 - a. Section 12.03. The ridge height shall be measured from the existing and undisturbed elevation at the mid-point of the building footprint. The building mid-point used for the measurement appears incorrect making the building height unclear.
 - b. Section 4.04. Show 10'x20' parking zones as dimensioned rectangles.
 - c. Section 4.16.06. Double check the accuracy of site conditions shown, in particular trees, type, and location.
 - d. Section 12.04. The amount of siding shingles seems excessive. Reduce the amount of shingle siding.
 - e. Section 6.02.4. Site plan is incomplete. Show the portable construction toilet location on the site plan.
 - f. Section 21.06. Non-locking access to the garage trash area is not shown as required.
 - g. Section 17.07. Show the a/c enclosure on the site plan with a 2x top cap.
 - h. Section 17.07. Hot tub is visible from an adjacent property. Extend screening and possibly add a gate as necessary to address this issue.
 - i. Section 17.07 The top cap for the hot tub enclosure is not clearly specified. 2x material is required.
 - j. Section 17.11. The screen height of the hot tub enclosure is not clearly stated. A 5' height is required.
 - k. If the hot tub is to be a future addition as stated on the site plan, remove it completely from all drawings.
 - l. Section 20.03. The exterior light high on the wall above the garage windows does not appear compliant with this section.
 - m. Section 29.07. The house numbers presented (5-digit county address) may be blocked from view from the lane, which is elevated relative to the lot, by the horizontal beam in front of them. Consider placing the numbers on the garage under a light source.
 - n. Section 2.08.3 Remove window grids.
 - o. Section 18.05. Exterior posts shall be 6x6 minimum.

- p. Widen the driveway at the lane to 20' to accommodate a 10'x20' parking zone at the lane and reduce or eliminate the asphalt parking area adjacent to the side of the garage.
- q. Note accurate existing >4" dbh tree locations, type, and size on the site plan. Include any trees proposed for removal, per Section 4.04 and the Preliminary Plan Submittal checklist.
- r. A Certified Arborist report shall be submitted for review and approval and shall clearly detail protective measures to ensure the survival of the Ponderosa pines located within or near all proposed construction areas.

Respectfully submitted,



Curt Wolf
Design Committee Chair

electronic signature used with permission



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
JUNE 9, 2023**

PRESENT: Curt Wolf, Chairperson; Charlie Meyer, Richard Look, Mark Feirer, Steve Bosson, Mark Szymczak

ALSO PRESENT: Shane Bishop, Design Review Planner; Scott Jackson, Design Review Planner; Scott Gillies, Board Liaison

Design Committee Chair, Curt Wolf called the meeting to order at 10:05 a.m. The minutes of the 5/26/23 meeting were approved.

ADDITION/ALTERATION

Lot #3 Newberry Lane

Project: Addition

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided as follows:

Deferred for the following reason(s):

1. Numerous items required by Form D for final review are missing from plans and property boundaries have not been strung.
2. Upon re-submittal, the following items are required to be addressed:
 - a. Submit a revised site plan showing accurate existing >4" dbh tree locations, type and size. Include any trees proposed for removal per Section 4.04 of the Design Committee Manual (DCM) and Form D.
 - b. A certified arborist report shall be submitted for review and approval and shall clearly detail protection measures to ensure the survival of the Ponderosa pines located within or near all proposed construction areas.
 - c. Trees proposed for removal outside of the construction footprint are not approved.
 - d. Adjacent homes are not shown on the site plan as required by Form D.
 - e. Property lines shall be staked and strung per Section 4.02 of the DCM. Property pins shall be exposed per Section 4.16.2 of the DCM.
 - f. The following items are required per Form D checklist:
 - I. Exterior light layout.
 - II. Door and window openings.
 - III. Roof slopes.

- IV. House number under a light source or on a post at the lane.
- V. Deck dimensions.
- VI. Overall building height.
- g. Show six (6) parking zones (10'x20') on the designated driveway surface to correspond with the six (6) sleeping areas.
- h. Recalculate the lot coverage ratio to include the a/c and trash enclosures as they exist.
- i. Accurately label driveway material.
- 3. Prior to installation provide samples or cutsheets of decking material, railing system, and any proposed light fixtures.
- 4. Portions of the driveway appear to encroach into the right side setback. Locate and string both the property boundary and the setback boundary for on-site staff verification. Per the Design Manual Introduction paragraph 1 and Section 13.06.02, if an encroachment exists it is required to be removed.
- 5. All doors other than the front door shall be painted house body color per Section 19 of the DCM.

RE-REVIEW

Lot #11 River Road

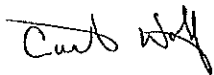
Reconsideration of hot tub location decision

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided as follows:

The Committee upheld the decision of 5/12/2023. The Design Committee has been advised by Deschutes County and SROA staff research that the platted 40' rear setback is a Sunriver setback, which is more restrictive than Deschutes County regulations.

Per Section 13.06.3 of the Design Committee Manual (DCM), no building improvements above 12" from finish grade level shall encroach into the rear setback. The existing encroachment is above 12", therefore the original denial is upheld, and the existing encroachment shall be removed.

Respectfully submitted,



Curt Wolf
Design Committee Chair

electronic signature used with permission

Finance Committee Minutes
June 15, 2023
SROA Board Room

Members Present: In person: Michael Applegate, Gerhard Beenen, Don Costa, Clark Pederson; Via zoom: Brad Banta, Luis Bayol, Veronica Jacknow, Keith Mobley

Staff Present: Joe Healy, James Lewis

Clark Pederson called the meeting to order at 9:15 a.m.

Approve Minutes from May 18, 2023

The Committee unanimously approved the Finance Committee minutes of May 18, 2023, with corrections.

Review of May 20, 2023 SROA Board Actions

There were no comments on the May 20, 2023 Board Action Items.

Review of December 31, 2022 Audited Draft Financials

Clark Pederson and Joe Healy presented a summary of the audited financial statement for the period ended December 31, 2022. Price, Fronk LLP gave a clean opinion on financial statements. There were adjusting journal entries related to new lease standards regarding the signed memo of understanding with the Sunriver Service District regarding the sale of the Fire Station.

Approve May 31, 2023 Unaudited Financial Statements

For the month ended May 31, 2023, there was a net operating surplus of \$10,236 which was \$56,577 better than the budget. Operating revenues were less than the budget by \$2,039. Positive variances in MPP sales and interest income were offset by shortfalls in recreation special program and event revenues. There is a smaller summer concert (August 26th) being planned for 2023 which will result in less revenues but savings in event costs. Salaries and burden were under budget by a combined \$37,493 due to open f/t and p/t positions in the recreation department. Materials & services were under budget by \$25,631 due to the timing of the month-end, contract services and billings for landscape maintenance. All legal invoices through May have been received and legal fees are currently \$7,708 under budget for the year.

Through the first five months of 2023, there was a net operating surplus of \$33,033 which was \$227,768 better than budgeted. Operating revenues were over budget by \$90,244 mainly due to the Caldera expansion payment, interest income and settlement with architects on the owner's pool DEQ fine. Salaries & burden were under budget by a combined \$112,566. Year-to-date material and services were less than budget by \$23,331 mainly due to timing of contract services and other services. \$284,006 has been earned in interest income year-to-date in the operating and reserve accounts. SROA received \$74,148 COVA (Central Oregon Visitors Association) grant in May for the purchase of replacement signage. As of May 31, 2023, there was a combined operating and non-operating surplus of \$1,183,224.

Total assets as of May 31, 2023, were \$39,115,157. Cash and investments totaled \$17,418,192 a decrease of \$227,874 from April. As of the end of May there was \$15,749,792 invested in US Treasuries with durations between 90-day and 2-year and average yield of 4.58%. Receivables for maintenance fund and RPP plans were \$136,857 and \$322,087 respectively with \$90,000 in reserve for uncollectible. The second payment for RPP's is due June 1st. The new tunnel was opened at the end of May and construction payment made in June.

Cash Flow Update

As of May 31, 2023, there was \$17,418,192 in total cash and investments of which \$5,144,723 was in the operating fund.

The meeting adjourned at 10:00AM

The next Finance Committee meeting is set for July 13th at 9AM

Submitted by Joe Healy

(5)

SUNRIVER SERVICE DISTRICT REPORTS

**(For informational purposes only, no Board action
required.)**

SUNRIVER SERVICE DISTRICT

MINUTES OF BOARD REGULAR MEETING 3:00 p.m. Thursday, May 18, 2023 Meeting In Person and Via Microsoft Teams

Call to Order: Chair Fister convened the meeting at 3:01 p.m.

Roll Call: Chair Fister, Vice Chair Shoemaker, Treasurer Beenen, Dir. De Alicante, Dir. Foster, Dir. Hepburn and Dir. Ralston were present.

Public Input: None

SSD Staff: Board Administrator Holliday, Deputy Chief Bjorvik, Police Chief Womer, Police Lt. Lopez

SROA Staff: Susan Berger

Presentation: Annual FY 2021/22 Audit report from Moss Adams

Kevin Mullerleile presented findings from the fiscal year 2021/2022 annual audit. Moss Adams audited the financial statements in accordance with Generally Accepted Auditing Standards (GAAS) and Generally Accepted Government Auditing Standards (GAGAS), assisted in drafting the financial statements and reviewing the financial statements for compliance with GAAP, compliance testing/reporting under Oregon minimum audit standards, and reporting-overall audit plan, audit results, communicating internal control findings and noncompliance.

Mr. Mullerleile provided information on the significant audit areas including the cash and investments, property taxes, capital assets and bond payables. He noted cash investments have gone up substantially due to the \$7 million loan for the Public Safety Building. There were no issues found with the deposits, and the property taxes were confirmed with Deschutes County. There were limited capital assets, which included a few vehicles and additional up-front costs on the new public safety building which was added to the capital assets. There was discussion about some of the liabilities, such as pensions.

Results of the audit:

- a. Audit report: Unmodified Clean Opinion
- b. Oregon State Regulations: No control findings, no noncompliance to report
- c. There were no findings on internal controls.
- d. No issues were found on working with management on the audit.
- e. No audit adjustments.
- f. There is no fraud or noncompliance with laws and regulations.

The Moss Adams team asked for numerous extensions over the course of the last year, which resulted in the District being late with the final report. Mr. Mullerleile stated that the District is in good shape moving forward and it will be submitted to the state of Oregon this week. The Board discussed ways to prevent the audit from being delayed in the future and needed more time to review and accept the final report.

Vice Chair Shoemaker moved to have the Chair send a letter to Moss Adams asking for a timeline and detail of the audit process due to the lateness; seconded by Treasurer Beenen. The motion passed unanimously.

Consent Agenda

1. Motion to approve:

- a. The April 13, 2023 Regular Board meeting minutes
- b. The April 14, 2023 Joint SROA/SSD Regular Board meeting minutes
- c. The May 9, 2023 Special Board meeting minutes
- d. SROA monthly invoice in the amount of \$18,582.57
- e. Zions Bank Public Safety Building Loan payment in the amount of \$671,115.34

Treasurer Beenen inquired about discussing with Zions Bank a potential re-amortization of the loan with a uniform payment. There was continued discussion around the loan and payment schedule. Chair Fister asked Treasurer Beenen to provide a summary of his request. Administrator Holliday will get Treasurer Beenen the contact information for the District's Zions Bank representative. Director Ralston stated the District will receive the building permit soon for the Public Safety Building. At that point, the District will have ownership of the fire station and no longer pay rent.

There was a change to April 13, 2023 minutes. Chair Fister attended remotely, and Vice Chair Shoemaker convened the meeting. Administrator Holliday will make the changes.

Director Ralston moved to approve the consent agenda with the change to the April 13, 2023 minutes; seconded by Director Foster. Motion passed unanimously.

Old Business

2. Update on the Fire Chief hiring process

Vice Chair Shoemaker said there are currently six applicants. The timeline is in draft form, but the goal is to have approval of a fire chief at the July 13, 2023 regular Board meeting. The seven-member interview panel has been identified. This group will administer the first round of interviews and submit to the Board recommendations for candidates for a final round to be held in Executive Session. The expected start date for the new fire chief position is still open for discussion.

3. Public Safety Building

Dir. Ralston provided an update on the Public Safety Building and stated construction bids are due June 1, which will provide key data for the budget. There was discussion about the Guaranteed Maximum Price (GMP) and Bid Packages 1 and 2. There was an all-staff meeting held last week to discuss upcoming construction logistics and impact. There will be one Fire staff member attending the weekly construction meetings to then report back to the entire department, and Police are invited if they wish to attend. He gave an update on the various Deschutes County permits and the webcam posting a live feed to the District's website.

Treasurer Beenen stated he has been asking for a project schedule for many months. Dir. Ralston committed that there will be one available for the July Board meeting.

a. Motion to Approve May 2023 Building Funding Requests in the total amount of \$247,418.78

- i. Nelson Capital invoice in the amount of \$9,500.00
- ii. KMB Architecture invoice in the amount of \$179,789.06
- iii. Local Government Law Group invoice in the amount of \$2,822.60
- iv. Bend Mapping invoice in the amount of \$1,337.12
- v. Kirby Nagelhout Construction Company in the amount of \$50,970.00

Treasurer Beenen motioned to approve May 2023 building funding request in the total amount of \$247,418.78; seconded by Dir. Ralston. Motion passed unanimously.

b. Approve the Chair's signature on Spring River Tree Service Inc. contract to remove trees marked and accepted by SROA Natural Resources

Spring River Tree Service Inc. will begin cutting trees the second week of June. SROA owns the trees and will determine how they are disposed. The District has identified a few trees to keep for use as future conference tables or furniture for the new building.

Vice Chair Shoemaker moved to approve the chair's signature on the Spring River Tree Service Inc. contract not to exceed \$25,000; seconded by Dir. Ralston. The motion passed unanimously.

c. Review of monthly memo to Deschutes County Commissioners

There were no changes to the document. Administrator Holliday will send out.

d. To authorize the final signature of the negotiating of the parking contract with the church.

There is not enough space for all the subcontractors on the site. The District has worked with the Sunriver Christian Fellowship to utilize their parking area across the street from the north Shell station. The cost is \$1,000 per month for the parking spaces, and the District will stripe this area of the parking lot at the end of the contract.

Dir. Foster recused himself from this discussion and vote, as he is a member of the Sunriver Christian Fellowship financial committee.

Dir. Ralston moved to authorize final negotiation and signature on the parking contract with the church; seconded by Dir. De Alicante. All Board members voted yes, except for Dir. Foster voted present, the motion passed.

New Business

4. Monthly Chief/Administrator's Reports

Interim Fire Chief Bjorvik

- Interim Chief Bjorvik stated that this year was busier than April of last year.
- There are currently prescribed burns happening and the smoke should be gone in two or three weeks.
- May is fire awareness month.
- The staffing grant from the Oregon State Fire Marshalls was not successful. There were 102 applicants, and the funds were given to only 33 agencies. Interim Chief Bjorvik stated he will be looking for other opportunities in the future.
- Operations update: Training hours were over 600 hours for the group due to various additional training days this month.
- No applications have been received for a new fire fighter paramedic.
- Dir. Hepburn asked for both chiefs to schedule a siren testing.
- There continues to be many families stopping by the station for tours.

Police Chief Womer

- There were 33 cases, 9 of which were outside of Sunriver. Chief Womer stated that the department is busier than last year.

- Administrative update: Administrative Assistant Hagen resigned to take a job at Bend Fire. A candidate has been identified and is currently going through background investigation. Chief Womer stated that he would like to bring the new administrative employee at step 5 with 40 hours of vacation and 16 hours of sick leave. The Board was supportive of that decision on a case-by-case basis.
- Officer Kaping resigned, and Officer Thommen is in the background process with Portland PD and will be leaving around July.
- Officer Lyman started the academy in Salem. Officer Guffey should be able to patrol independently beginning in June.
- Lieutenant Lopez attended the PIO conference in Sunriver and did the Police Chief's conference with Chief Womer. Lieutenant Lopez is also providing active threat training.
- Operations: There are currently 9 applicants for Bike Patrol, two of which are returning employees.
- Two drone deployments last month to provide a 360 degree of two domestic violence home cases.
- Community events: Coffee with the Cop and the Kid's Center luncheon.
- Chief Womer provided an update on the tagging in the Sunriver Village and there is extra traffic look out on Cottonwood.

Administrator Holliday

- Public Safety Building: continue to participate in meetings and email chains and support where needed.
- The Public Safety Building Task Force continues to meeting and will assist on the logistics for the Groundbreaking Event on June 22. All three Deschutes County Commissioners will be in attendance and other politicians and stakeholders will be invited.
- Organized a voluntary all staff to update employees on the construction timeline, as well as impacts on site in the coming weeks.
- The main door to the fire station will be inaccessible starting June 26. Fire and District Administrative offices will relocate to the Sunriver Police Department. Signage will be posted for emergencies as well as accessing both departments.
- Budget: I finalized the FY 23/24 budget spreadsheets for the 715, 716, and 717 accounts as well as the budget narrative. The Deschutes County Budget Committee will meet on Thursday, May 25, 2023 at 10:20 a.m. to vote on the District's budget.
- Administrative: I continued to attend meetings and demonstrations for various payroll and timekeeping platforms, and bookkeeping/accounting firms.
- Participated in professional development opportunities this month, one on ethics from the Oregon Government Ethics Commission and the other showcasing the various benefits provided by SDAO.
- Posted the Fire Chief application materials on the SSD website and submitted advertising to the Daily Dispatch, which is a very popular website and daily email newsletter sent to fire/EMS personnel. I continue to work with Vice Chair Shoemaker on logistics and am the point of contact for the hiring process.
- The District was awarded a \$3,000 grant from SDAO to help sponsor an internship this summer. Hana Welch has started and will support all three department administrative areas.

5. Motion to approve Resolution 2023-002 for Staff Overtime Exclusion for Emergency Response Deployment

When Interim Chief Bjorvik is sent out on a state or federal fire deployment, there is a reimbursement process for his wages and equipment. The most recent fire in John Day was through

the Oregon State Fire Marshals office and they now require documentation to show exempt employees can receive overtime as part of their reimbursement. It is past practice that Interim Chief Bjorvik receives overtime pay when deployed to a fire, but now it is needed to be a part of a documented and Board approved policy. The resolution was kept general in case the Police department needs to use for an emergency deployment.

Vice Chair Shoemaker moved to approve Resolution 2023-002 for Staff Overtime Exclusion for Emergency Response Deployment; seconded by Dir. Ralston. The motion passed unanimously.

6. **Motion to approve Resolution 2023-003 to re-appoint Doug Seator to the Civil Service Commission**
Mr. Doug Seator's position time expired on the Civil Service Commission and has agreed to commit to another term.

Dir. Foster moved to approve Resolution 2023-003 to re-appoint Doug Seator to the Civil Service Commission; seconded by Dir. De Alicante. The motion passed unanimously.

7. **Motion to approve Resolution 2023-004 to Approving Police Corporal Job Description**
Chief Womer shared a copy of the job description. The Board previously approved the position, this is now to approve the job description and salary. Legal has reviewed the job description and provided feedback. This position is covered by the CBA and a Memo of Understanding has been sent to the Police Union president. There was discussion about supervision on each shift and having this capability internally.

Dir. Ralston moved to approve Resolution 2023-004 to Approving Police Corporal Job Description; seconded by Treasurer Beenen. The motion passed unanimously.

8. **Discussion on the Police Chief hiring process**

Vice Chair Shoemaker stated Chief Womer is set to retire later this year and he shared the hiring announcement. This process will mimic the Fire Chief hiring process with most of the same interview panel members. The job will be posted June 1 through July 12 and the starting salary is \$129,833.

9. **Update on the SSD 2022 Annual Report**

District staff continue to work on this document and will present a final draft to the Board as soon as possible. Administrator Holliday shared with the Board that staff are overwhelmed with more urgent matters and are working as diligently as possible. Therefore, there are some items that are taking longer than usual.

10. **Update on Accounting, Human Resources, and Payroll services for the District**

Administrator Holliday and administrative staff continue to work diligently on the accounting transition from SROA to NowCFO. Meetings continue with NowCFO representatives, Mr. Joe Healy, and Treasurer Beenen. Regarding Payroll, Administrator Holliday and staff continue to work with ADP on this transition and supplying data and information. The focus is to be able to cut a check on July 1, 2023 and provide payroll for July 20, 2023.

Treasurer Beenen shared his concern and lack of confidence with the new accounting firm due to not knowing these individuals, their processes, etc. He stated he has worked with Mr. Joe Healy for years and is confident in the numbers and reports he provides to share with the Board.

Administrator Holliday shared concerns about the Human Resources functions for the District as of July 1, 2023 when the contract with SROA expires. She is trying to learn how to do these tasks but is worried about bandwidth. Overall, there is a lot of work and not enough people.

11. Discussion on proposed changes to the SSD Employee Handbook

Administrator Holliday continues to work on drafting updates, in conjunction with legal, and hopes to have a final draft to the Board soon.

12. Motion to approve the April 2023 unaudited financials

For revenue the District is \$132,000 above budget year to date, even though ambulance charges were behind and lower than expected. As for expenses, Police came in \$20,000 under budget for the month, and \$153,000 under YTD. Bike Patrol did not have much change but are \$22,000 under budget YTD. Fire and emergency services are above budget for the month due to the payouts for Fire Chief Moor retirement but are under budget YTD. Administrative services are right on budget for the month. Overall, the District came in on budget for the month, but YTD are underbudget and finishing the year off in great shape.

The non-operating fund is in good shape, but the reserve study is occurring this summer. There is also concern about reserves for the Public Safety Building once it is finished. Dir. Ralston asked for a 30 year forecast for the building.

Dir. Ralston moved to approve the April 2023 unaudited financials; seconded by Vice Chair Shoemaker. The motion passed unanimously.

13. Review of April 2023 SROA Board meeting

Dir. De Alicante gave an update, which included the four open Board positions, raising the storage rates, adopted the fuel reduction plan, drones, and at home mail delivery.

Treasurer Beenen provided an update to the SSD Board regarding the SROA work to receive Transient Room Tax dollars from Deschutes County. He has met with the commissioners on this topic.

Dir. De Alicante moved to adjourn; seconded by Dir. Ralston. The motion passed unanimously.

Meeting adjourned at 5:55 p.m.

Submitted by Board Administrator, Mindy Holliday



SUNRIVER FIRE DEPARTMENT / Memorandum

Date: June 15, 2023
To: SSD Board of Directors
From: Rod Bjorvik, Interim Fire Chief
Subject: **July Board Meeting**

Calls for Service:

- Emergency Response Update

Administrative Update:

- Central Oregon Fire Chiefs meeting
- Public Safety Building / PM / Design Team
- Monthly officer's meeting

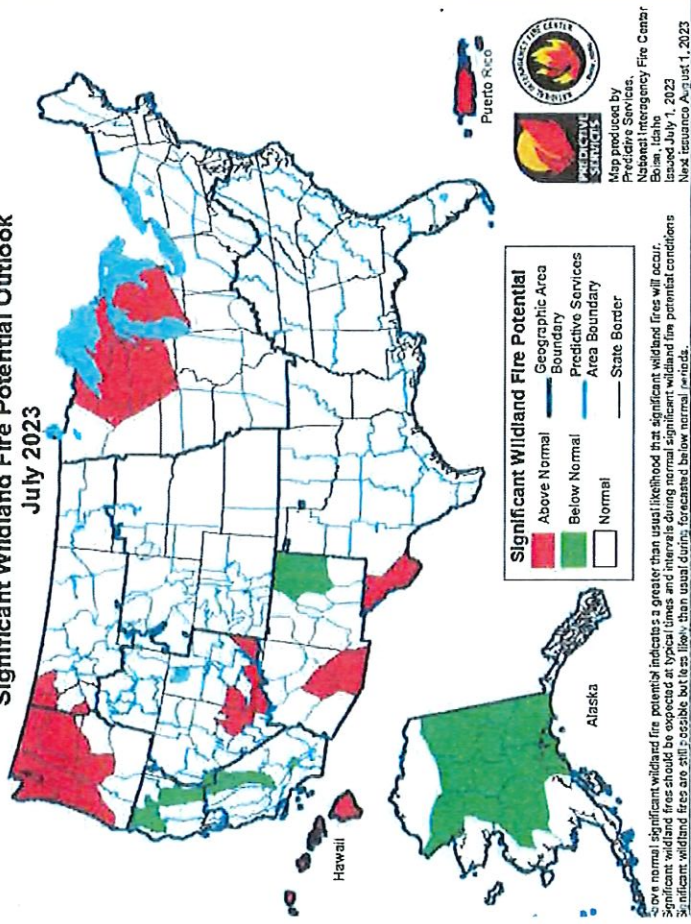
Operations Update:

- Monthly Training /Fire – Company Training, EMS – Continuing Ed.
- Three-day water rescue training was completed. Surface Water Rescue and Swift Water Rescue Technician
- Acting In Capacity training
- New ambulance design team update
- New Firefighter /Paramedic Hiring Process update.

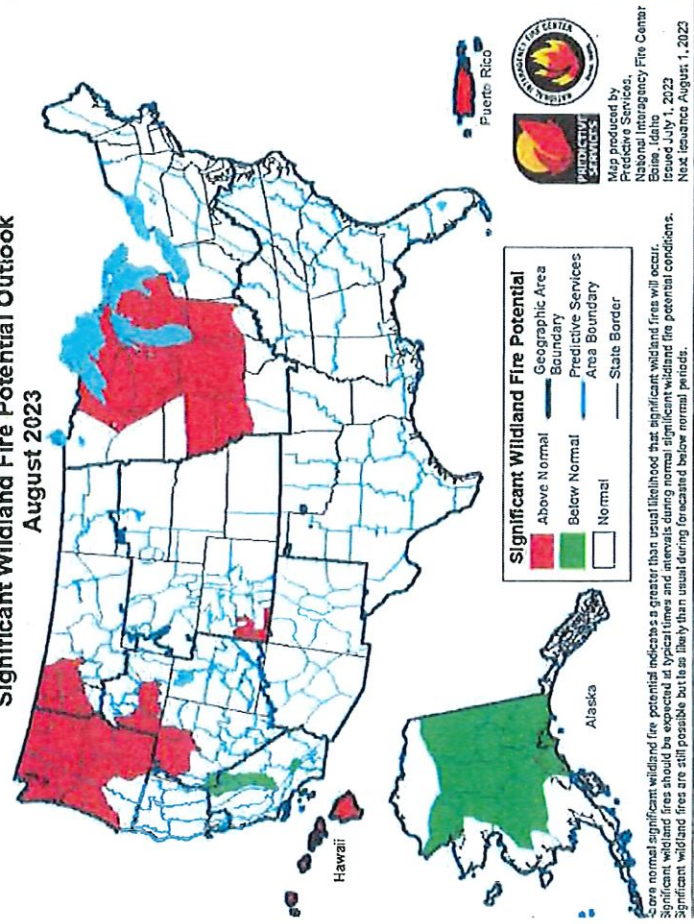
Community Events:

- Station Tours
- 4th of July Parade and Village display.

Significant Wildland Fire Potential Outlook July 2023



Significant Wildland Fire Potential Outlook August 2023



July-August 2023 Significant Fire Potential Outlooks

The risk of significant fires in July is expected to rise above normal for all of Washington and sections of northern and western Oregon.

For August, the risk for significant fires is expected to be above normal for all of Washington and sections of Oregon both east and west of the Cascades.

SUNRIVER FIRE DEPARTMENT DASHBOARD

Community ~ Honor ~ Integrity ~ Pride



June

Comparison Statistics

June

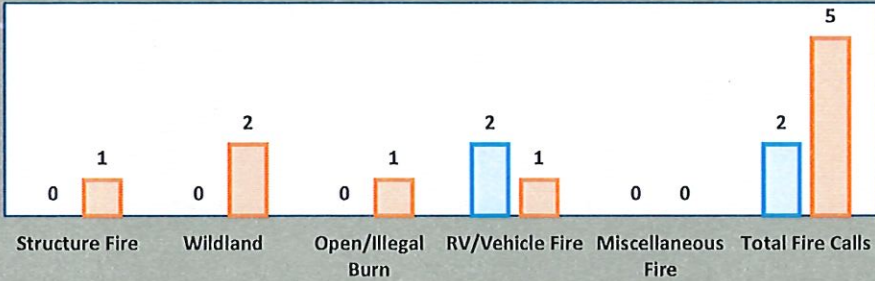
2022 2023

Total Monthly Calls

54 **63**

FIRE RESPONSES

■ 2022 ■ 2023



RESPONSE TIMES (Min:Sec)

2022 2023

Turn-Out Time

(Dispatched to Enroute)

1:15 1:02

Response Time

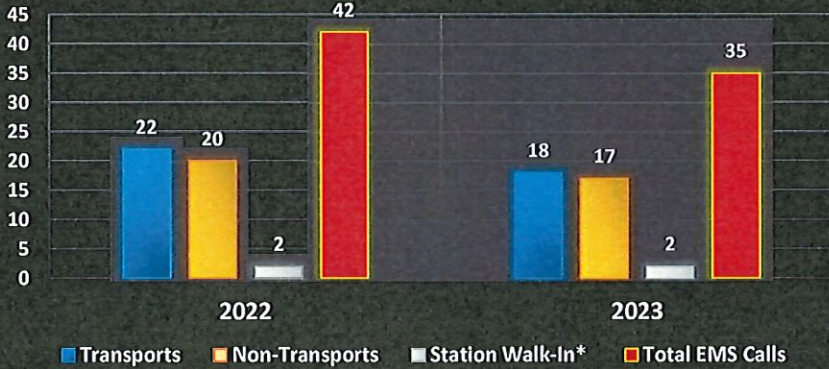
(Enroute to Arrived)

9:06 7:30

Scene to Back In-Service

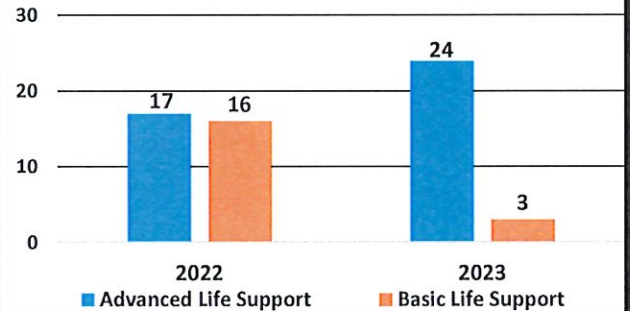
45:49 42:23

EMS RESPONSES



*Walk-ins are included in Transport / Non-Transport Totals

LEVEL OF CARE

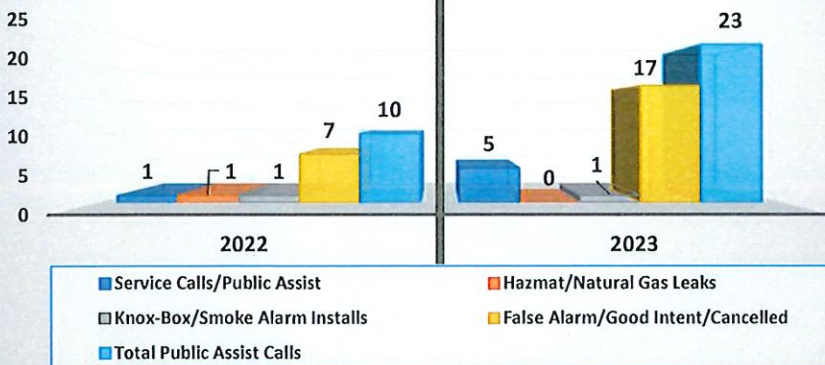


June 2022 2023

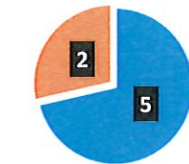
MOTOR VEHICLE CRASHES

3 **3**

PUBLIC ASSIST CALLS

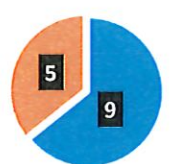


2022



■ Mutual Aid Given
■ Mutual Aid Received

2023



■ Mutual Aid Given
■ Mutual Aid Received

June 2022 2023

TRAINING HOURS

498 487

May 2023

Ambulance Billing

\$

-

TOTAL CALLS (Year-to-Date)

285 **246**



SUNRIVER POLICE DEPARTMENT

MEMO

TO: SSD Board of Directors

FROM: Lieutenant Stephen Lopez

DATE: July 13, 2023

TOPIC: June Report

Calls for Service:

See attached June 2023 calls for service (total)

- 8 of the 42 cases were outside of Sunriver..

Administrative Update:

- The Corporal position(s) have been announced.
- Officer Thommen has moved forward with his hiring process for Port of Portland Police
- Approximately 18 Oral Board Interviews were conducted for Police Officer. Two applicants have been provided a background packet.
- Sunriver Police foundation is moving forward and provided community caretaking cards to the PD.
- FTO software has been purchased with training to come.
- Sgt. Davis and Sgt Beck attended a rifle instructor course.
- Monthly training days have been scheduled. A wet lab/DUII training was conducted on July 12th.
- National Night Out has been scheduled for August 1st in the Village.
- Officer Wilson obtained CPR Instructor Certification. Thank you, Sunriver Fire.
- Police photographs were taken for official correspondence and the lobby.
- SHARC passes and Tee times have been organized.

Operations:

- Guffey progressing in FTEP. Projected to be signed off any time.
- Officer Mai has started in FTEP.
- DUII arrests including a 13-year-old.
- Multi agency active threat training was conducted in Redmond.
- The annual shredding event was held at the PD
- Warrant arrest on Cottonwood and another off Beaver
- Two on-duty injuries on Bike Patrol

Community Events:

- 4th of July
 - Groundbreaking Event
-

SRPD JUNE CASES

<u>Case Number</u>	<u>Case Offense Statute Description</u>	<u>Case Status</u>
2023-00003267	Lost Property	Suspended/Inactive
2023-00003305	Found Property	Suspended/Inactive
2023-00003307	Found Property	Suspended/Inactive
2023-00003309	Hit And Run Accident - Property Damage	Suspended/Inactive
2023-00003337	Driving Under the Influence of Intoxicants (DUII)	Arrest (Home)
2023-00003355	Criminal Trespass II	Arrest (Home)
2023-00003364	Warrant Arrest - In State	Arrest (Home)
2023-00003366	Disorderly Conduct II	Arrest (Home)
2023-00003395	Dispute	Suspended/Inactive
2023-00003447	Assist Citizen	Suspended/Inactive
2023-00003529	Outside Agency Assist	Suspended/Inactive
2023-00003536	Bicycle Crash	Suspended/Inactive
2023-00003544	Outside Agency Assist	Pending
2023-00003571	Bicycle Crash	Administratively Closed
2023-00003581	Found Property	Suspended/Inactive
2023-00003606	Crim Poss Forg Inst II	Open
2023-00003606	Forgery II	Open
2023-00003606	Theft II - by Deception/False Pretenses	Open
2023-00003613	Bicycle Crash	Suspended/Inactive
2023-00003634	Warrant Arrest - In State	Arrest (Home)
2023-00003645	Found Property	Suspended/Inactive
2023-00003682	Damaged Property	Suspended/Inactive
2023-00003733	Criminal Mischief III - (-\$500)	Arrest (Home)
2023-00003733	Theft III - All Other Larceny	Arrest (Home)
2023-00003765	Informational (Animal)	Suspended/Inactive
2023-00003773	Driving Under the Influence of Intoxicants (DUII)	Arrest (Home)
2023-00003804	Found Property	Suspended/Inactive
2023-00003805	Theft III - Shoplifting	Open
2023-00003812	Outside Agency Assist	Administratively Closed
2023-00003854	Informational Report	Open
2023-00003857	MVA Property Damage	Administratively Closed
2023-00003888	Driving Under the Influence of Intoxicants (DUII)	Arrest (Home)
2023-00003919	MVA Property Damage	Suspended/Inactive
2023-00003920	Bicycle Crash	Suspended/Inactive
2023-00003921	Lost Property	Suspended/Inactive
2023-00003922	Dispute	Suspended/Inactive
2023-00003949	Agency Assist (Other)	Suspended/Inactive
2023-00003952	Mental Health Issues	New
2023-00003962	Outside Agency Assist	Suspended/Inactive
2023-00003983	Warrant Arrest - In State	Arrest (Home)
2023-00003998	Damaged Property	Suspended/Inactive
2023-00004005	Fleeing or Attempt to Elude Police Officer - Misdemeanor	Arrest (Home)
2023-00004005	Hit And Run Accident - Property Damage	Arrest (Home)
2023-00004005	Minor in Possession - Alcoholic Liquor MIP	Arrest (Home)
2023-00004005	Reckless Driving	Arrest (Home)

2023-00004005	Reckless Endangering	Arrest (Home)
2023-00004009	Found Property	Suspended/Inactive
2023-00004014	Found Property	Suspended/Inactive
2023-00004020	Bicycle Crash	Suspended/Inactive

	June 2022	June 2023
Self Initiated	357	494
Non-Emergency	181	201
Emergency	51	71
Calls For Service	589	771

	June 2022	June 2023
VBR/Speed	12	11
F Obey TCD/Yld	0	1
F to Signal	0	0
Parking	0	0
Equipment Viol	3	2
Cell Phone Use	0	0
Seatbelt	0	1
DWS-V	4	2
Insurance	3	0
Registration/Lic	3	7

	June 2022	June 2023
Offenses	32	34
SROA	1	0
Traffic	15	16
Violation	0	0
Criminal	5	6
Citations	21	22
Written Warn	4	0
Verbal Warn	97	88
Traffic Stops	124	112

	June 2022	June 2023
Arrest Offenses	16	15
Persons Arrested	8	10
Non-Criminal	24	29
Criminal	14	13
Offenses	49	49
Cases	38	42

	June 2022	June 2023
Comm. Policing	73	79
Security Checks	31	161
Assist Citizens	28	49
Noise	20	8
Animal Issues	17	25
Parking	44	35
Other Rules	5	8
Suspicious/Prowler	26	40

	June 2022	June 2023
Unlaw Entry MV	1	0
Theft/Fraud	4	3
Burg	1	0
Drug	0	0
Other Traffic Crimes	2	2
DUII	3	3
Bike Crash	1	5
MVA/Hit and Run	2	5
Lost/Found Prop	17	9

Becki Sylvester

From: Dana Whitehurst <Dana.Whitehurst@sunriverpd.org>
Sent: Friday, July 7, 2023 5:36 PM
To: PUBLIC RECORD; Becki Sylvester
Cc: Stephen Lopez
Subject: Board Book Items for Police
Attachments: June 2023 Status SSD.docx; SRPD Monthly Case Statistics.xlsx; Statistical Comparison JUNE 2022- JUNE 2023.xlsx

CAUTION: This email originated from outside of SROA! Do not click links or open attachments unless you recognize the sender and know the content is safe! If you are unsure, verify with the sender by phone.

Hi All,

Attached are the board book items for police. I don't think we are going to have a Police Log this month as the query we use to build it appears to be broken. I have been trying to fix it in my spare time for the past two days and it is not working. I'll work on it further when I get back.

Just an FYI.

Dana Whitehurst

Sunriver Police Department
57455 Abbot Drive
PO Box 4788
Sunriver, OR 97707
(541) 593-1014

“A”

Committee & Task Force Actions

Appointment

Finance – Steve Murray as an alternate member

(Board action required.)

SROA BOARD ACTION REQUEST

COMMITTEE: Design

DATE: 7/15/23

SUBJECT: Approval of committee member appointment.

ACTION REQUESTED- I, Director _____ move approval of the appointment of Stephen Murray as an alternate member of the Finance Committee.

ATTACHMENT:

- Completed Volunteer Service Form from Mr. Murray

SUBMITTED BY:

Name

Clark Pederson

Position

SROA Treasurer

Today's Date

02/17/2023

Name

Stephen Murray

Sunriver Property

10 Pine Mtn Ln

Mailing Address

18160 Cottonwood Road #803
Sunriver, Oregon 97707

Cell Number or Landline

541 410-4611

Email

stevemurray@chamberscable.com

Read-Only Content**Experiences:**

I've been a Sunriver owner since 1998 and resident since 2003. My work career consisted of almost 20 years in a technical position with Intel Corp in the Portland area followed by 12+ year working for a non-profit Social Service agency here in Central Oregon. Since retiring in 2016 I've been enjoying the outdoors here in and around Sunriver. I've also been volunteering in the wildlife care program at the High Desert Museum and spent 2 years as a member of the Nominating Committee. I participate in the LT Rangers and also do some work deconstructing homes in and around Sunriver to supply the LaPine Habitat Restore.

My interests are:

Outdoor activities including hiking and kayaking. I enjoy photography in the outdoors, especially wildlife. Other interests include travel and reading.

I have expertise in:

I am a detailed oriented person. I am familiar with many aspects of home construction and am very comfortable reading and understanding construction plans. Though I did not work in the financial field my last position included budget management of multiple programs totaling \$5,000,000 per year so I have an understanding of financial documents. I have used the current (old) Design Review Manual in a number of cases and have read through the entire (new) proposed document that is out for review.

I am interested in the following (check all that apply):**Available Committees**

Design Committee

“B”

Committee/Task-Force Action Requests

(None this month)

(No Action Required)

Board Book Section

“C”

Board Action Request

2nd Quarter Transfer

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Accounting

DATE: July 15, 2023

SUBJECT: 2nd Quarter Capital Acquisitions Transfer

ACTION REQUESTED: I, Director _____ move approval of the transfer of \$801,025.59 from the Reserve Fund to the Operating Fund for the 2023 Second Quarter Acquisitions.

ATTACHMENTS: (Y) x (N)
Memo from Controller Joe Healy.

SUBMITTED BY:

Name: Joe Healy

Position: SROA Controller

MEMORANDUM

6/30/2023

To: James Lewis, Clark Pederson
 From: Joe Healy
 Re: Apr - Jun 2023

Please request Finance Committee approval for funds transfers for the below listed capital acquisitions.

Sunriver Owners Association
 Fixed Asset Additions 2023
 4/1/2023 Through 6/30/2023

Asset #	Description	Road/Pathway & LFR Projects	Replacement Reserve & New Capital	Total	Budget
3238	Conduit to Owner's Pool		\$54,941.79	\$54,941.79	\$65,000.00
3234	Shade Structures - Owner's Pool		\$12,999.00	\$12,999.00	\$12,000.00
	Road / Pathway & IAMP Engineering	\$52,643.52		\$52,643.52	\$708,170.00
	Tunnel Project	\$505,686.71		\$505,686.71	\$500,000.00
	Ladder Fuel Reduction (LFR)	\$198,904.73		\$198,904.73	\$395,000.00
	Less: Previously Reimbursed	(\$51,418.00)		(\$51,418.00)	
	Less: COVA Grant (New Signs)		(\$74,148.00)	(\$74,148.00)	
	Less: LFR Grant Reimbursed YTD	(\$173,496.19)		(\$173,496.19)	
	Less: Sale Mohawk Auto Lift		(\$2,000.00)	(\$2,000.00)	
SHARC RESERVES					
3233	VFD Starters		\$9,023.00	\$9,023.00	\$38,477.00
3236	Strainers/Reducers		\$18,735.21	\$18,735.21	\$36,751.00
3237	UV System		\$36,376.60	\$36,376.60	\$62,290.00
3235	Benham Hall Projector Screens (2)		\$7,609.60	\$7,609.60	\$3,529.00
3239	Return Grating		\$67,033.25	\$67,033.25	\$63,848.00
3240	Plaster Indoor Pool		\$138,134.37	\$138,134.37	\$123,034.00
TOTALS		\$532,320.77	\$268,704.82	\$801,025.59	

TOTAL \$801,025.59

Regular Replace Reserves

\$524,113.56

SHARC Reserves

\$276,912.03

\$801,025.59

Any sales proceeds from sales of assets should reduce the amount due to the operating account.

Board Book Section

“D”

Board Action Request

2022 Operating Surplus Transfer to Reserves

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Accounting

DATE: July 15, 2023

SUBJECT: 2022 Operating to Reserve Transfer

ACTION REQUESTED: I, Director _____ move approval of the 2022 year-end transfer of \$582,992 from the Operating Fund to the Reserve Fund.

ATTACHMENTS: (Y) x (N)
Memo from Controller Joe Healy.

SUBMITTED BY:

Name: Joe Healy

Position: SROA Controller

COMPARABLE TO BUDGET

INCOME STATEMENTS

December, 2022

MONTH ACTUAL	MONTH BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE
REVENUE						
635,008	635,008	0	ASSESSMENTS	7,620,093	7,620,096	(3)
323,280	298,904	24,376	PROGRAM REVENUE	4,719,941	4,321,251	398,690
12,346	800	11,546	INTEREST INCOME - OPERATING	50,070	9,600	40,470
35,191	39,325	(4,134)	OTHER INCOME	364,303	270,121	94,182
-----	-----	-----		-----	-----	-----
1,005,825	974,037	31,788	TOTAL OPERATING INCOME	12,754,408	12,221,068	533,340
-----	-----	-----		-----	-----	-----
EXPENSES						
327,264	303,385	(23,879)	SALARIES	3,796,645	3,964,198	167,553
104,001	95,115	(8,886)	BURDEN	1,191,345	1,237,329	45,984
236,214	147,389	(88,825)	MATERIALS & SERVICES	2,554,026	2,524,237	(29,789)
-----	-----	-----		-----	-----	-----
667,478	545,889	(121,589)	TOTAL DEPARTMENT EXPENSE	7,542,017	7,725,764	183,747
-----	-----	-----		-----	-----	-----
68,008	55,138	(12,870)	INSURANCE & LEGAL	686,805	661,656	(25,149)
19,520	17,750	(1,770)	OTHER EXPENSE	163,105	174,500	11,395
123,416	3,070	(120,346)	ADMIN BUILDING DEBT SERVICE	157,181	36,840	(120,341)
0	0	0	OPERATING CONTINGENCY	0	0	0
301,859	301,859	0	RSRV FUND CONTRIBUTION	3,622,308	3,622,308	0
-----	-----	-----		-----	-----	-----
512,804	377,817	(134,987)	TOTAL NON-DEPT EXPENSE	4,629,399	4,495,304	(134,095)
-----	-----	-----		-----	-----	-----
1,180,282	923,706	(256,576)	EXPENSES SUB-TOTAL	12,171,416	12,221,068	49,652
-----	-----	-----		-----	-----	-----
(174,457)	50,331	(224,788)	OPERATION SURPLUS/ (DEFICIT)	582,992	0	582,992
-----	-----	-----		-----	-----	-----

Board Book Section

“E”

Board Action Request

Paid Leave Oregon

(Board Motion Required)

(FYI: HR Director Kellie Allen will be back in the office on 7/11 and will provide the necessary documents for this topic. The materials for this section will be emailed as soon as available and hard copies will be provided at the work session on Friday.)

Board Book Section

“F”

Board Action Request

**SROA/SSD Ground Lease, Bill of Sale,
Memorandum of Ground Lease**

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Administration

DATE: July 15, 2023

SUBJECT: Ground Lease and Conveyance to SSD (Public Safety Building).

ACTION REQUESTED- I, Director _____ move approval of a ground lease for \$40,000 per annum and sale of the fire station for \$1.00 to the Sunriver Service District as attached to facilitate the construction and operation of a public safety facility to house the Sunriver Fire and Police Departments. I further move that the Board President be authorized to sign all documents on behalf of SROA.

BACKGROUND: In May, 2022, the SROA Board of Directors entered into a Memorandum of Understanding (MOU) with the Sunriver Service District for a sale of the existing building for \$1.00 and a ground lease for \$40,000 per annum. The MOU established the terms of the sale and ground lease with the final execution via the attached documents occurring at such time as the SSD has obtained land use permit approval from Deschutes County and is ready to begin construction.

The sale/conveyance of the structure to the SSD is formatted as a “Bill of Sale” included as Exhibit D of the ground lease. This accomplishes a record of the sale as part of the overall document approved by both the SROA and SSD without the need for a recorded deed – which is not appropriate since there is no conveyance of land in this instance.

Included with the attached documents is a Memorandum of Ground Lease that will be recorded with the County Clerk. This memorandum makes the ground lease and sale of the building a matter of public record.

Also included in the MOU was a reference to a revised lease for the Police Departments space within the SROA Administration Building. This was included and referenced therein on the basis that the Fire Station and Police Space lease were included in the same document – this is not the case. As a result, an amendment to the Police lease is not necessary as the terms will not change and

the lease will extinguish per the terms included therein when the new public safety facility is completed and the Police move-in.

RECOMMENDATION: Staff recommends that the Board approve the documents as attached and explained above and authorize the Board President to sign the documents.

ATTACHMENTS: May 2022 executed Memorandum of Understanding (as a reference), Ground Lease with the Bill of Sale as Exhibit D, and a Memorandum of Ground Lease.

ESTIMATED FINANCIAL IMPACT: Reduced SROA asset value due to the sale of the fire station for \$1.00 and reduced rent revenue for the existing fire station and police space lease (once the police move when the facility is completed) by \$37,000 per year.

SUBMITTED BY:

Name

James Lewis

Position

SROA General Manager

Board Book Section

“G”

Board Action Request

Resolution 2023-002

**Recommendation to Position 5
of the SSD Managing Board**

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Administration

DATE: 7/15/23

SUBJECT: Approval of Resolution 2023-002 Nominating Committee Recommendation for SSD Managing Board appointment.

ACTION REQUESTED- I, Director _____ move approval of Resolution 2023-002 recommending to the Deschutes County Commissioners that Denney Kelley be appointed to Position 5 of the Sunriver Service District Managing Board for a term of service beginning on September 1, 2023, and expiring August 31, 2026.

ATTACHMENT:

- Resolution 2023-002

SUBMITTED BY:

Name

Becki Sylvester

Position

Executive Assistant

June 13, 2023

TO: SROA Board of Directors

The Nominating Committee met yesterday, June 12th, and interviewed two candidates for the one open position on SSD Managing Board this year.

We recommend Denney Kelley, who has an extensive background in policing leadership, be appointed to the SSD.

Both candidates were well qualified, but Mr. Kelley has demonstrated experience in a similar organization (Black Butte) and is cognizant of areas where he may need to defer to other SSD Board members who are more knowledgeable or experienced.

We think he would be a good addition to the SSD Managing Board at this time.

(I will be traveling a lot over the summer, so I don't think I'm available to present this at a Board meeting in person.)

Thank you for the opportunity to be of service to SROA.

Best regards,

Holly Hendricks, Nominating Committee Chair

SUNRIVER OWNERS ASSOCIATION
Board of Directors Resolution
2023-002
Recommending Appointment to Position #5
Sunriver Service District Managing Board

Whereas, the Sunriver Service District Governing Body is comprised of the Board of County Commissioners of Deschutes County, Oregon, and

Whereas, the Sunriver Service District Management Agreement (Deschutes County Contract No. 2002-147) provides for appointment of Sunriver Service District Managing Board member by the District Governing Body, and

Whereas, said Agreement provides for such appointments after review of recommendations by the Sunriver Owners Association, and

Whereas, the term of Position #5 will expire on August 31, 2023.

Now, Therefore it is resolved by the SROA Board of Directors that Denney Kelley be recommended to the Sunriver Service District Governing Body for appointment to Position #5 of the Sunriver Service District Managing Board for a term to expire on August 31, 2026.

In Witness Whereof, The Directors of Sunriver Owners Association have executed this Resolution on July 15, 2023.

Gerhard Beenen, President

Keith Mobley, Director

Bill Burke, Vice President

Tony De Alicante, Director

Clark Pederson, Treasurer

Linda Beard, Director

Scott Gillies, Secretary

Larry Ishmael, Director

Julianna Hayes, Assistant Secretary

Board Book Section

“H”

Board Action Request

Resolution 2023-003

**Recommendation to Position 1
of the SSD Managing Board**

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Administration

DATE: 7/15/23

SUBJECT: Approval of Resolution 2023-003 Nominating Committee Recommendation for SSD Managing Board appointment.

ACTION REQUESTED- I, Director _____ move approval of Resolution 2023-003 recommending to the Deschutes County Commissioners that Tony De Alicante be appointed to Position 1 of the Sunriver Service District Managing Board for a term of service beginning on September 1, 2023, and expiring August 31, 2026.

ATTACHMENT:

- Resolution 2023-003

SUBMITTED BY:

Name

Becki Sylvester

Position

Executive Assistant

SUNRIVER OWNERS ASSOCIATION
Board of Directors Resolution
2023-003
Recommending Appointment to Position #1
Sunriver Service District Managing Board

Whereas, the Sunriver Service District Governing Body is comprised of the Board of County Commissioners of Deschutes County, Oregon, and

Whereas the Sunriver Service District Management Agreement (Deschutes County Contract No. 2002-147) provides for appointment of Sunriver Service District Managing Board member by the District Governing Body, and

Whereas said Agreement provides for such appointments after review of recommendations by the Sunriver Owners Association, and

Whereas said Agreement requires that persons serving in Position #1 and Position #2 must be current members of the Board of Directors of the Sunriver Owners Association, and

Whereas Tony De Alicante's term in Position 1 will expire on August 31, 2023, and he has agreed to continue to serve until his term on the SROA Board of Directors expires,

Now, Therefore it is resolved by the Board of Directors that Tony De Alicante be recommended to the Sunriver Service District Governing Body for appointment to Position #1 of the Sunriver Service District Managing Board for a term to expire on August 31, 2026.

In Witness Whereof, The Directors of Sunriver Owners Association have executed this Resolution on July 15, 2023.

Gerhard Beenen, President

Keith Mobley, Director

Bill Burke, Vice President

Tony De Alicante, Director

Clark Pederson, Treasurer

Linda Beard, Director

Scott Gillies, Secretary

Larry Ishmael, Director

Julianna Hayes, Director

Board Book Section

“I”

Board Action Request

Resolution 2023-004

**Recommendation to Position 2 of the SSD
Managing Board**

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Administration

DATE: 7/15/23

SUBJECT: Approval of Resolution 2023-004 Nominating Committee Recommendation for SSD Managing Board appointment.

ACTION REQUESTED- I, Director _____ move approval of Resolution 2023-004 recommending to the Deschutes County Commissioners that Larry Ishmael be appointed to Position 2 of the Sunriver Service District Managing Board for a term of service beginning on September 1, 2023, and expiring August 31, 2024.

ATTACHMENT:

- Resolution 2023-004

SUBMITTED BY:

Name

Becki Sylvester

Position

Executive Assistant

SUNRIVER OWNERS ASSOCIATION
Board of Directors Resolution
2023-004
Recommending Appointment to Position #2
Sunriver Service District Managing Board

Whereas, the Sunriver Service District Governing Body is comprised of the Board of County Commissioners of Deschutes County, Oregon, and

Whereas the Sunriver Service District Management Agreement (Deschutes County Contract No. 2002-147) provides for appointment of Sunriver Service District Managing Board member by the District Governing Body, and

Whereas said Agreement provides for such appointments after review of recommendations by the Sunriver Owners Association, and

Whereas said Agreement requires that persons serving in Position #1 and Position #2 must be current members of the Board of Directors of the Sunriver Owners Association, and

Whereas Gerhard Beenen is resigning from Position 2 that will expire on August 31, 2024,

Now, Therefore it is resolved by the Board of Directors that Larry Ishmael be recommended to the Sunriver Service District Governing Body for appointment to Position #2 of the Sunriver Service District Managing Board for a term to expire on August 31, 2024.

In Witness Whereof, The Directors of Sunriver Owners Association have executed this Resolution on July 15, 2023.

Gerhard Beenen, President

Keith Mobley, Director

Bill Burke, Vice President

Tony De Alicante, Director

Clark Pederson, Treasurer

Linda Beard, Director

Scott Gillies, Secretary

Larry Ishmael, Director

Julianna Hayes, Director

Board Book Section

“J”

Other Business

(None as of 7/10/23)

Board Book Section

“K”

Executive Session

(There will be the need for an Executive Session to discuss a personnel matter.)

"L"

SUNRIVER OWNERS ASSOCIATION

ANNUAL MEETING

Saturday, August 19, 2023

1:00 P.M.

BENHAM HALL AT SHARC

PRESIDENT'S WELCOME (President Gerhard Beenen)

**ELECTION RESULTS AND INTRODUCE NEW BOARD MEMBERS
(Secretary Scott Gillies)**

ANNOUNCE 2023 -2024 BOARD OFFICERS (President Gerhard Beenen)

**BOARD SERVICE RECOGNITION (President Gerhard Beenen-
(Directors Burke, Gillies & Pederson will be recognized.)**

TREASURER'S REPORT (Treasurer Clark Pederson)

PRESIDENT'S REPORT (President Gerhard Beenen)

GENERAL MANAGER'S REPORT (James Lewis)

OWNERS FORUM

Annual Meeting Topics – Saturday, August 19, 2023
Presentation Draft
(For Discussion at Friday, July 15th Board Work Session)

Thank You

- Board, Committee, Task Force and all volunteers
- Staff
- All owners and partners

Who is the Sunriver Owners Association?

- Owners
- Collective Community
- Volunteers (Board, Committees, Task Forces, Work Groups, Individuals)
- Staff

Past Year Accomplishments

- Physical
 - Mary McCallum Park Improvements – Restroom, Pathway and Water
 - SHARC Pool Resurfacing
 - New Circle 1 Tunnel
 - Ladder Fuel Reduction
 - Begin Work on New Public Works Building
 - Painting SHARC
 - Complete Rebuild of 7 Lanes/Cul-de-Sacs
 - Coordination with SSD Public Safety Facility
- Operational
 - Design Manual Update
 - Park and Recreation Facilities Master Plan
 - Ladder Fuel Reduction Plan – Complete
 - Information Technology Strategic Plan – Hire IT Director
 - Final Report of Telecommunications Task Force with Owners Vote to Approve FTTH/Bulk Agreement
 - Recreation Facility Availability – Expanded Season and Hours
 - On-line Access for Owners Accounts
 - Various SROA Rule Updates
 - Pathway Sign Grant - \$74,000
 - LFR Grant \$350,000
 - Clean Audit and Financial Management
 - 2022 Budget Surplus

Past Year Challenges

- Staffing and Hiring – Easing with Successful Seasonal Hiring and Employee Retention
- Expenses/Costs (increases for everything)
- Supply Chain Delays
- Compliance and Magistrate

Ongoing and Future Projects

- Communications – How we Communicate with Owners (trends) – Obtaining Owner Email Addresses
- Reserve Study – 3-year Cycle
- 2030 Strategic Plan
- Park Specific Master/Conceptual Plans
- Comprehensive Owners Survey – 3-year Cycle
- Wage and Compensation Analysis
- Transient Room Tax Task Force
- Reconfiguration of Administration Building
- Expanded Events

Updates

- Side yard recycling
- SSD – coordination on new building
- TDS – Fiber Installation
- Airport

Positive Direction of SROA

- Board leadership
- Owner/Community participation
- Staff Experience
- Owner Support and Trust
- Financial Leadership

"M"

OWNER INPUT

James Lewis

From: Susan Berger
Sent: Friday, June 30, 2023 8:02 AM
To: James Lewis
Subject: FW: Comments Regarding Comment Period

From: Janice Gotchall <jgotchall@msn.com>
Date: Thursday, June 29, 2023 at 6:17 PM
To: Susan Berger <susanb@srowners.org>
Subject: Comments Regarding Comment Period

You don't often get email from jgotchall@msn.com. [Learn why this is important](#)

CAUTION: This email originated from outside of SROA! Do not click links or open attachments unless you recognize the sender and know the content is safe! If you are unsure, verify with the sender by phone.

Dear Sunriver Board:

With respect, I suggest that in the future, the Board publish a definition of "Comment Period" and explain whether comments submitted *during* an official Comment Period will actually be considered valid by the General Manager and SROA Board.

Prior to the *publicized* May 17, 2023, deadline, I submitted comments to the Board regarding the proposed revisions to the Design Manual. I, and other owners, believed that comments submitted by that date would be fully considered by the Board. However, during the May 19th Board Work Session, the General Manager and one or more Board members, spoke dismissively of "people waiting until the "last minute" to comment - even those submitted during the "comment period".

The GM, and others, not only questioned the timing of my comments, but also seemed to question my motives and those of others who submitted comments because "other comments had been received earlier". The GM and Assistant GM made extensive remarks defending the process used to develop the new manual as though that would be sufficient explanation for why more recent comments should not be taken seriously. The effect of these remarks was to delegitimize the comments that I, and thirteen other owners, made regarding the Design Manual revisions.

As for myself, in 2021, my father was hospitalized, moved to a transition center, then to an assisted care facility before returning home in January 2022. In April 2022 my brother died unexpectedly followed by my elderly mother in July 2022. My siblings and I were responsible for dealing with their possessions and settling their estates. I mention these details not for sympathy, but as a reminder to the Board that life happens beyond the universe of the SROA Board's timeline. During this time, my focus was not on what the Design Committee Task Force was doing, although I read the very general mentions of the project in the Sunriver Scene. I am certain that other Sunriver homeowners have competing interests for their time and attention as well. I would think the Board would want to hear from as many people as possible and not give an arbitrary deadline priority over owner input.

Moreover, I find it disturbing that the General Manager and others feel that only “early bird” commenters are to be considered valid.

In summary, the General Manager and Board of Directors should be more forthcoming about whether a comment period is truly a comment period. Perhaps one solution would be for the 60-day comment period to end no later than 2 weeks or maybe 30 days, prior to a Board meeting where the item is being voted on. This would give the Board sufficient time to consider ALL submitted comments and give owners some assurance that comments would be respected and treated as equally valid.

Thank you for considering this suggestion,

Janice Gotchall
8 McKenzie Lane