

SUNRIVER OWNERS ASSOCIATION
Board of Directors Work Session
September 15, 2023 @ 9:00 A.M
SROA BOARD ROOM, 57455 ABBOT DRIVE &
VIA YOU TUBE LIVE STREAM
AGENDA

- 9:00 A.M. Owners Forum
- Budget Presentation – Three-year Projections – SROA Staff
- Open SROA Board Position – Discussion – President Beenen
- Design Committee Tree Protection Recommendations Oral Update– Assistant GM Kessarlis
(Section “J”)
- Proposed Ballot Initiative Update – President Beenen (Section “K”)
- Admissions Model Workgroup Update – Assistant GM Kessarlis (Section 3 behind GH report)
- Unbudgeted Administration Building Design/Architectural Contract- GM Lewis &
(Section “G”) Assistant GM Kessarlis
- Unbudgeted GIS Proposal/Contract Discussion – IT Director Rebecca Maloney
(Section “H”)
- Review 9/16/23 Board Meeting 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
September 16, 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 September 15th Board Work Session
1. 9:30 Review and Approval of Board Meeting Minutes from August 3, 18, 19, 31 and Annual Meeting Minutes from August 19, 2023
2. 9:35 Financial Report: Board Action Request: Approval of August 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: (2) Proposed Exceptions to Charters
- C. 10:30 Board Action Request: Appoint SROA Board Member Open Position
- D. 10:35 Board Action Request: Transfer – Regular Reserves to Operating – PW Building
- E. 10:40 Board Action Request: Resolution 2023-006 - Approve 2023/24 Board Signatories
- F. 10:45 Board Action Request: 3% Discount for Full Payment of Regular Maintenance Fees for 2024 (Excludes Special Purpose Assessment)
- G. 10:50 Board Action Request: Approval of GIS Contract & Authorization for SROA President to Sign
- H. 10:55 Other Business
- I. 11:05 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
- J. 11:10 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.

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(1)

Approval of Minutes from:

August 3rd Special Meeting

August 18th Work Session

August 19th Regular Board Meeting

August 19th Annual Meeting

August 31st Special Meeting

(5 Board Motions Required)

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING
SROA BOARD ROOM
AUGUST 3, 2023**

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

DIRECTOR ABSENT: Julianna Hayes & Bill Burke

STAFF: James Lewis, Keith Kessarlis & Jesus Mendoza

The Board of Directors meeting was called to order at 11:00 A.M.

NUMBER OF ATTENDEES: 60

President Beenen addressed the owners in attendance informing them that this is a special meeting being held to address the email that was sent to some owners in regard to the current election for three SROA Board members. The email which came from "Sunriver Concerned Citizens" included the SROA logo/letterhead as well as the SROA mailing address. This gave the appearance that the email originated from SROA. While we do not know if that was the intent of the individuals involved or not, it certainly gave that appearance.

Per direction from the Board, General Manager James Lewis responded, and an email blast was sent to all owners signed up to receive email blasts from SROA. Additionally, information was posted on the SROA website. The Board felt it important to hold a special meeting in an effort to gather input directly from owners specific to this topic.

That is the only item on the agenda today and the Board will not be voting on anything or making any decisions today.

OWNERS FORUM:

Holly Hendricks, 8 Parkland Lane, as Chair of the Nominating Committee commented on how much time the Nominating Committee spent this past year in trying to be true to their tasks which was to come up with a slate of candidates that our membership could choose to help govern our association. An election is supposed to be a fair contest and Ms. Hendricks commented that this election is probably not fair. Additionally, she can't help but think about how all the candidates must be feeling. Ms. Hendricks noted she feels frustrated and irritated by this as she and the committee spent many hours doing their job.

As a member of SROA and a private citizen, Ms. Hendricks noted this email was a misrepresentation and a fraud and that's a problem. Ms. Hendricks thinks there should be an investigation and the person/persons responsible need to take responsibility for their actions. Additionally, if there are financial costs to SROA for having to investigate this and run another election, then whoever is responsible should pay for those costs.

To be eligible to run for an SROA board seat, the candidate must be a member in good standing. To stay on the board, one should continue to be in good standing. An act like this one demonstrates that they are not in good standing, and they have not met their duty of care and their fiduciary duty.

If the email came from a current board member, or if they facilitated the email, then they should lose their

seat. Each committee member and board member are required under the Committee Code of Conduct to conduct themselves in a fair, impartial, and business-like manner. If the person or persons involved in this email distribution are on any board or committee of SROA, then they have demonstrated they have not conducted themselves according to the code of conduct. The email tarnishes the Sunriver brand as a premier residential and resort community.

Ms. Hendricks commented that she appreciates the very difficult position the Board and staff find themselves in and she is very sorry for this. Ms. Hendricks also encouraged the Board to bolster all our processes to diminish the opportunity to cheat in the future.

Corey Roy, 12 Modoc Lane started by thanking the Board for holding this special meeting to discuss the important issue of election integrity. Mr. Roy noted he was appalled to learn that someone has been campaigning for a board candidate under the guise of SROA support having sent out campaign literature using SROA branding and contact information. Sunriver owners have the right to expect clear and fair elections free from undue influence.

Mr. Roy noted the SROA Board of Directors has a reputation as a hardworking model of local governance run by civically minded individuals with the good of the community at heart. This only makes the current state of affairs all the more disturbing.

The job before the Board now is to do what it can to send the message that such behavior will not be tolerated. Mr. Roy noted in conversations with neighbors, it has come to his attention that a member of the Board may be implicated in the distribution of the unethical mailer and if this news is true, it is deeply troubling. Such actions put the integrity of the entire board at stake. In this day and age, it is difficult enough to get people engaged in our civic institutions. When the legitimacy of our democratic processes is called into question, it further erodes everyone's desire to participate.

If SROA does not respond to unethical behaviors in the strongest possible terms, what will prevent other individuals from acting in bad faith in future elections, or indeed, any business that affects our community. This is a serious matter and for the health of our community, it must be dealt with seriously. Mr. Roy does not envy the position that the Board has been placed in. How the Board responds in both words and in deeds will have consequences that reverberate well beyond this election cycle.

Barb Brocker, 5 Cedar Lane, The current issue of misrepresentation of the Board is a serious enough issue. Hopefully, this will be handled clearly and decisively. Digging into the motivation for the misrepresentation and not acting decisively now could lead to potentially bigger PR problems which could be even more damaging to Sunriver. Please act decisively now. We are all listening, and we will hear you.

Gwen Gamble, 34 Fremont Crossing, noted that many know her as the moderator for the candidates forums. Because of that role, Ms. Gamble was privy to some email accounts that present the information that, with a heavy heart, she is sharing today. Ms. Gamble noted she is a Sunriver concerned owner. She is concerned that our current board election has been compromised, that the SROA name and logo were used fraudulently, and that a sitting SROA Board member may be involved. Ms. Gamble thanked the Board for having this special meeting and reported she was in attendance to address the forgery and fraud related to our current board election. A forged document was created and distributed by email to a number of owners stating that the homeowners support only one candidate, Mr. Tiernan. This fraudulent email originated from the email account named, sunriverconcernedowners@gmail.com, with an image of Mr. Ishmael as the profile picture for this account.

Our community is built on trust, respect, and cooperation and it is the responsibility of each board member to uphold these values. When someone breaches this trust, it affects the entire community. Mr. Ishmael's alleged actions have caused significant concerns among owners and have the potential to damage the reputation of the community. Forgery and fraud are grave offenses and should not be tolerated. If left unchecked, these actions can lead to a breakdown in our sense of security and mutual respect that we should have in our community.

David Fretwell, 10 Cluster Cabin, noted his topic is not on the topic at hand which he considers very serious. Mr. Fretwell loves the pathways in Sunriver and provided suggestions for new owners and visitors who frequently get lost in Sunriver. He has seen people with their phones in their hands driving down the roads while tracking on their phones. When he inquired as to what they are doing, the response is they are following what their phone tells them too. Mr. Fretwell has the Gaia GPS app on his phone that can tell him exactly where he is at any given time, and which could be very helpful to visitors and new owners. All the trails are mapped, it's free, and it has all the Sunriver pathways on it. A scan code for the app could be added to the maps people pick up in the community providing them easy access to the app. It might help keep people on the pathways and off the roads.

Mr. Fretwell added he has been an owner in Sunriver for many years and is the trail coordinator for a large homeowners association like this, 9000 acres and 40 miles of trails in Paso Robles California so he appreciates all the effort that goes into keeping the Sunriver pathways up.

Mr. Fretwell also shared his concerns about ebikes and motorcycles, which is something his owners association in California is struggling with too. The large ebikes are an increasing problem in Sunriver. They go way too fast and it's a problem that is getting worse and worse. At his owners association in California, they have posted signs warning people it is a \$500 fine if they are caught. These have been installed in key places in their development and have made a significant difference. Thank you.

Comments submitted prior to the meeting, read into the record by GM Lewis:

Evelyn Nast, 6 Paper Birch Lane, Thank you to the Board for acknowledging that harm has been done to the Board's reputation and credibility by the misrepresented forging utilization of the SROA board letterhead. The Board serves as a representative for the welfare of the entire community. Viability of its leadership is dependent upon its integrity. Whoever or plural, used the SROA board letterhead without the approval of the Board took a power which does not belong to them to further a personal affiliate agenda in an open and non-partisan election. Because this information was both misleading and purposeful, confidence and trust in the SROA Board can only be restored by repair, finding out who misappropriated the Board's letterhead and holding them fully accountable. The culprit must be brought to justice for justice to prevail. This issue affects the integrity of the SROA Board and our community as a whole. We all agree that this was clearly a wrong act, and we hope that the bad actor/actors will in good conscience step forward and take responsibility for the behavior. If they do not, the Board must, in order to retain its credibility, do whatever it must to discover who is responsible for soiling the board's mission and hold them fully responsible in order to not be complicit themselves. Thank you for your attention.

Mark McConnell, 3 Tamarack Lane, I am disappointed in the current election process and the email sent out from an unauthorized source and supporter of Bob Tiernan and suggestion to skew the vote by only casting one vote. I hope that a thorough investigation is being done and if a board member is responsible or even part of the group that did send it out, that they be forced to resign. Thank you.

Second submission from Mr. McConnell: This comment is related to your special meeting on August 3, 2023. Thank you for making this inquiry into this erroneous email that was sent out about the election of

officers. I feel that the board members that were responsible for this action should be asked to resign. Manipulation of local elections should not be tolerated. Thank you.

Tony Selle, 10 Big Sky Lane, Hi, I'm a resident owner and volunteer on the Nominating Committee. Unfortunately, I will be unable to attend the special session tomorrow so I would like to share my thoughts on this topic. These are strictly my own input, not sanctioned by the Nominating Committee. I believe there has been a breach of the oath that each volunteer takes when they serve in any capacity for SROA. The details surrounding the breach are somewhat irrelevant as far as I'm concerned. It really doesn't matter if actions were intentional or not. The result was deception in an election to all Sunriver owners. That a board member is involved in any manner should be offensive to all Sunriver owners. For that simple reason I believe the involved board member should have the good grace to resign. Failing that, I ask the Board to take action and vacate the involved board member's term. Thank you for your consideration.

Sarah Dulak, 37 Fremont Crossing, I'm unable to attend in person, however I wanted to express my concerns of the recent news concerning board member Larry Ishmael. If the profile attached to the concerned citizens' address is indeed Mr. Ishmael's and he was complicit in emailing a false endorsement for a candidate for the board it seems highly inappropriate that he continues to serve on the board. Surely these kinds of actions introduce concerns around election integrity and unfairly influencing the vote. Thank you for your help in conveying this to the Board.

(End of written submissions to the Board.)

Rob Drake, 4 Otter Lane, I am an owner here with my wife Eileen and we are both fiercely offended by what has happened. I served 22 years as an elected official and managed four cities in Oregon and integrity does not get a day off. There's seven days in a week, there should be seven days of integrity. Mr. Drake suggested consulting with the district attorney to see if this is criminal, at the very least it is probably civil and it's offensive. The Drake's bought in Sunriver with the idea that this is a wonderful community and it's disappointing if a board member is involved. The Board should take action and would certainly have the owners support.

Joanne Beck, 9 Big Sky, Gerhard, you said there wouldn't be any decisions made today, that they would be made at the next board meeting. I'm questioning when the election closes and when is the date of your next meeting.

President Beenen responded that the election closes on August 12th and the board meetings are the week after that. Part of the reason for not making a decision today is to not impact the election any further.

Ms. Beck inquired as to what happens if the election results are tainted. President Beenen responded we have consulted with our representing attorneys and at this point in time based on the Consolidated Plan and the Bylaws, we do not have any authority to redo an election. The Board does not have any authority with respect to denying an individual the right to be seated on the board and the reason that it's owned by the owners. What the Board can do, or some of the options we would be looking at, is whether or not to go further with the investigation as some people have suggested. The Board may also need to make changes to our Bylaws to accommodate inappropriate actions like this in the future.

Dave Legg, 18 Topflite Lane, asked if there any possibility "as was suggested earlier" of civil action? GM Lewis responded that in discussing our written rules and the circumstance with our legal counsel, what they suggested is that before any action would be taken by the Board, a thorough investigation would need to be done so that the Board could act based on a report outlining the facts as they can be.

determined. That investigation, even if the Board decided today to move forward with one, would not conclude until after the close of the election.

GM Lewis noted that this is not a decision that is up to him, it is up to the Board, and an investigation, if the Board decides to go that way, gives you the basis for making a future decision. With regard to a civil suit, there is what's referred to as use of intellectual property, or trademark infringement when used for inappropriate purposes. There has not been an extensive discussion on that to date with legal counsel, but it can be pursued. At the moment, it's secondary in question.

Dave Legg, 18 Topflite Lane noted his concern that failure to follow through on something like this opens up the use of our intellectual property by other people and we need to protect that.

GM Lewis also noted that there are two people who are allowed to speak publicly or with the press on behalf of SROA. One is the president of the Association and the other is the general manager.

Corey Roy, 12 Modoc Lane, Several people spoke today and actually named a specific individual from the Board, Mr. Ishmael. Mr. Roy was curious to know if those in attendance would have the opportunity to hear from the party who was named to get that individuals point of view on what occurred. President Beenen responded that yes, there will be some discussion.

Sandra Henderson, 10 Big Sky Lane, noted that there has been a tremendous amount heard today about a rogue board member potentially impacting not just our elections, but the overall integrity of our community and she is curious as to what authority the Board has to address such behavior.

Jim Tyvand, 2 Thrush Lane, asked if the Board is aware of how many of these emails went out and where did the list they used come from? Was there a breach in the SROA data system where somebody had unauthorized access? President Beenen responded that it was sent out on a personal list created outside of SROA. It is an existing list, and we believe it was sent to approximately 100 people.

Dave Legg, 18 Topflite Lane, asked if the email that was sent out could be read into the record?

Per instruction from the President, GM Lewis read the following into the record noting the email started with the SROA logo at the top of the page:

"It is election time for the SROA Board. Now you should have your ballots for the SROA Board of Directors special election. The future of Sunriver depends on properly choosing future board members who will properly represent you, the owners. We recommend voting for just one candidate, Bob Tiernan (you can vote for one, two or three candidates). Please fill out your ballots and drop off at the drop box at Sunriver Owners Association headquarters in their entryway."

It closes with: Sunriver Concerned Owners, PO Box 3278 (which is SROA's PO box).

President Beenen by way of clarification noted that owners do have the choice of voting for one, two or three candidates. Any of those choices is appropriate.

Evelyn Nast, 6 Paper Birch Lane, noted the issue is not who can vote for what, the issue is that somebody used the SROA letterhead inappropriately and without permission. Since Mr. Ishmael has been named as someone involved, it's reasonable that we would have a conversation about that rather than talking around as though Mr. Ishmael was not in attendance. That would be a reasonable thing to do. President Beenen responded that when we get into the board discussion, we will address that.

Nancy McGrath, 2 Sisters Lane commented she thinks it is equally immoral that the SROA letterhead and the mailing address were used as both were the incorrect thing to do.

Barb Brocker, 5 Cedar Lane, noted it's also unfortunate for those who voted early, had they been aware of this they might have voted differently and now it's too late.

Doug McKenzie, 5 Awbrey Lane, Asked for a description of the procedure and timeline for addressing the board bylaws with reference to the fact that the election closes on the 12th and is there the potential that those bylaws can be addressed at today's meeting? President Beenen responded that there would not be any changes approved to the Bylaws today. That requires a fair bit of discussion along with a comment period, if the board chooses, for up to 60 days, followed by action by the Board.

Gloria Rasmussen, 21 McNary Lane inquired as to if there is an option in SROA governing documents for a recall of a board member?

GM Lewis responded there is a provision in the Bylaws, Article IV, Section 5, Removal: "All or any number of the Directors may be removed, with or without cause, at a meeting called expressly for that purpose, by a vote of the majority of the members entitled to vote at an election of directors.

GM Lewis noted that this is an unprecedented situation so we will want to work with our legal counsel to make sure his understanding is correct. As he understands it, the Board would need to call a special meeting with the agenda being specific to that purpose. The members/owners that attend that meeting are able to vote on the issue, and it is effectively a recall vote.

Daryl Beck, 9 Big Sky Lane, noted there seems to be a real sense of urgency to do something to rectify the ill behavior of a board member rather than let time pass and try to roll back the clock. In his opinion, this should be the most important thing the Board needs to deal with.

President Beenen opened the discussion up to the Board members in attendance beginning with Director Ishmael.

Director Ishmael reported that "the email was sent to 101 people from a list of people who are supporters of Bob Tiernan's, not political supporters, but friends. It was difficult to disseminate between those who live in Sunriver and who don't. Hence, at the subject line was the Sunriver Owners Association to call attention to what the subject was in the email.

Clearly it stated at the bottom that was from Sunriver Concerned Owners. There was no intent to deceive anybody. One person turned over the letter to James Lewis because they misunderstood the intent of the letter. One person, 40 of whom were Sunriver owners, out of 101 people spoke up which is less than 1% of Sunriver owners.

GM Lewis contacted the Board with the information that had been brought to his attention saying this was egregious, blah, blah, blah and immediately we changed the header, removing the SROA logo and SROA mailing address and resent the note out, within minutes of receiving his email. The next day, James unintentionally gaslit all of you guys by sending out the email blast addressing the situation."

Director Ishmael went on to say that it was never intended to influence the general population on the election. "This is a nothing burger, you guys are, it's like playing telephone when you are a kid and you pass along the secret to other people and Gwen, you're the worst at this, by getting everybody all excited

about something without investigating the facts.” Director Ishmael commented he is not going to admit who sent it, but it was sent from his account, so he takes the responsibility. Director Ishmael further commented he does not intend to resign from the board, as he feels he did nothing wrong.

Dave Legg, 18 Topflite Lane, noted that he had already heard about it prior to anything being sent out by the general manager.

Jay Smith, 29 Cypress Lane, commented that he received the original email directly and he is not a supporter of Bob Tiernan, so he is not completely sure why he received it and Director Ishmael is incorrect when stating that it was only sent to supporters of Mr. Tiernan. Director Ishmael responded that Mr. Smith is a unique person in that regard.

When pressed as to why he would use a letterhead that did not belong to him, Director Ishmael responded “I have a Constant Contact account with various organizations that I work with set up on it including 66k email addresses. Various people have access to that account. Whenever a notice is sent out to whatever organization it is, in the subject line we always have what it is. For example, we had a meeting one time about homelessness around Sunriver. That was the subject line, just like the Sunriver Board of Directors was a subject line. It was not intended to fool anybody, why would I have put, or we have put Sunriver Concerned Owners in there if we thought that people were thinking it was from the Board of Directors.”

Director De Alicante was asked if he had anything to add and noted he appreciates the comments he did hear, having arrived a few minutes late. He further commented that he is digesting all the information being heard and as an attorney understands that a full investigation into the matter will take time. Director De Alicante had no other comment at this time.

Director Beard commented that she needs time to think things over and has no comment.

Director Gillies said that he has read Director Burke’s submission to the Board and agrees with what Director Burke said so he won’t repeat all of those points as the Board will hear that input soon. Director Gillies agrees with many in the audience that this definitely affects the integrity of the Board, and he thinks we need to do something about it. What we can and cannot do remains unclear, but Director Gillies is interested in finding out what options are available to the Board and the membership. Director Gillies believes the Board owes it to the community to react to and do something about this and not just sweep it under the rug.

Director Pederson commented that being one of the candidates running in this election makes it more difficult as to what kind of position to take in regard to the election outcome. Director Pederson’s hope would be that the owners would see that even though the logo was used inappropriately that they would realize that is not what SROA would do, and the hope is that it will not affect the election. We have to trust our voters. On the other hand, the action was inappropriate, and we can’t just ignore it, so it makes it a very difficult matter to decide how to approach the next steps.

Director Mobley, as a retired lawyer, noted that lawyers are charged with avoiding even the appearance of impropriety. Based on what the Board has heard today, there does appear to be some impropriety. Perhaps it can be explained to the satisfaction of most, perhaps not all, but there is an opportunity for further explanation. It is Director Mobley’s belief that in matters of this kind, which he has experienced before, legal counsel should be retained to get the facts and provide a legal recommendation. Based on what he has been heard today, Director Mobley believes this is a circumstance where a full development of the facts would be very helpful.

Vice President Burke emailed his comments that he would like to have read into the record as he is currently flying home from South Africa.

“My apologies for not being able to attend in person. I would like to thank all the owners in attendance for sharing their concerns today, all those attending by Zoom and those viewing the recording at a later date.

The Board of SROA is governed by our Bylaws, to allow for fair elections, no interference or influence by the Board or others. That is why we have both the Nominating and Election committees. SROA, by way of the Board does not endorse specific candidates or otherwise make efforts to influence elections for board members.

Like other owners, I’m disappointed, angered and appalled that anyone would, without authorization, use SROA letterhead and return address to inappropriately influence an election and tamper with our free and transparent election process. Like many of you, I’m concerned about the harm these actions may have done to our owners, our community, Sunriver’s reputation, our volunteers on the Nominating and Election committees, Sunriver You Candidate Forums, and community trust.

In my opinion, it does not appear that these efforts are simply an act of incompetence or carelessness. At the least, it demonstrates a lack of ethical behavior in moral compass on the part of whoever may be involved. Personally, I would like to know, if at all possible, who is behind it, not just who pressed the send button.

We do not know what effect these actions may have had in the current election, perhaps we will never know. What I do believe is that your Board has a fiduciary responsibility to all owners to pursue the truth. Why would we not pursue that? Other questions remain. Why was the bogus note sent to selected owners, what owners was it sent to and why, and if we do not respond to this behavior and stand up to the bully as it were, why would we expect more ethical behavior in the future.

Moving forward, it appears we must conclude, the current election we do not have do-over provisions in our Bylaws, again who knows how the election results have already been impacted one way or another. However, I would be supportive of a fair, independent, third-party investigation into the matter. More deliberate discussion would need to occur to identify the scope, framework, and potential duration of such an investigation. I acknowledge that such an investigation may not be conclusive including the actual motives of the individuals.

Secondly, I would like to encourage further discussion about the potential to include a do-over provision our Bylaws.

Thank you for the opportunity to share my point of view.”

GM Lewis addressed some questions regarding the email that was sent out by SROA addressing the original email from Sunriver Concerned Owners that was sent out using SROA’s logo and mailing address. GM Lewis noted he works directly for the Board of Directors. GM Lewis conveys information back and forth to the Board on the day-to-day operations of the Association. Part of the capacity of GM Lewis’ job is managing the communications that come to and from SROA. In this instance it was the use of SROA’s logo and address. When this issue was brought to the general managers attention, and it is a significant issue illustrated by the number of owners in attendance at today’s meeting, GM Lewis did not know if it had been sent to one, or part, or to all 4200 property owners. In his capacity he was obligated to convey a corrective message to Sunriver owners. The message was to clarify that the original email sent

out supporting only one candidate did not come from the Sunriver Owners Association and was not an authorized email.

John Salzer, 7 Mt. Adams Lane, noted he is a long-time Sunriver resident and has listened to everyone's comments today. Addressing Director Ishmael, Mr. Salzer commented that he does not know Larry personally, but having also served on the SROA Board, he knows the Board has enjoyed a good reputation over the years. To him, the easy way to fix this issue for both Director Ishmael and the community would be for Director Ishmael to resign. The reason is that Director Ishmael's effectiveness is going to be minimal from now on. If you, Director Ishmael, choose to stay on the Board you must know you have lost the support of the people in the audience today and others. Even if you believe you are right, Mr. Ishmael, and no harm has been done, the perception is that something went wrong. Mr. Salzer encouraged Director Ishmael to man up to it, even if you truly believe you did nothing wrong, for the good of the Board and the good of the community, you should agree to resign.

Dave Legg, 18 Topflite Lane, in response to Director Ishmael's statement that this was never intended to mislead the public into thinking the email was coming from SROA, the impression, intended or not, which Sunriver owners were left with was that the email had originated from SROA. Mr. Legg believes it was both inappropriate and intentional.

Daryl Beck, 9 Big Sky Lane, felt that Mr. Ishmael's comments sounded like this was simply an administrative mix-up, but Mr. Beck thinks it sounds more like it was intentional miscreant behavior. Director Ishmael responded that is not correct.

Frank Brocker, 5 Cedar Lane, believes this is a real challenge for the Board and it would seem that the real issue is whether definitive and definite action by the Board is taken and communicated clearly to the community. This is your challenge, your responsibility and definitive action is needed as soon as possible.

Corey Roy, 12 Modoc Lane, commented it sounds like the path forward for the Board has a lot of caution built into it, similar to a legal process, looking for motive and intent, looking for beyond a reasonable doubt. Mr. Roy requested that if the Board feels like this is something that will drag on for weeks or months, the option proposed earlier from the Bylaws in which the owners who attend a meeting called for the express purpose of this item to vote on whether or not Mr. Ishmael be allowed to remain on the Board, be enabled as soon as possible.

Bob Stillson, 10 Belknap Lane asked if the candidate in question has been heard from to which both GM Lewis and Nominating Committee Chair Holly Hendricks responded that Mr. Tiernan has not been in touch with either of them. Director Ishmael responded that Mr. Tiernan was not aware of this whole issue.

Gloria Rasmussen, 21 McNary Lane, commented that her understanding is that there is an option, and that option doesn't require legalization. We have an option in our Bylaws for a recall which must be initiated by the Board followed by the owners opportunity to respond. Why carry this on for months and months when the gentleman has already admitted his involvement was there. Clearly the majority of those in attendance today would be supportive of removing Director Ishmael from the Board. Something wrong has been done, the gentleman has admitted it and it's time for us to admit our lack of trust and sustainability for that trust.

GM Lewi noted that from a procedural issue, in talking with our legal counsel, we have this provision in the Bylaws, but again, this is unprecedented so therefore there is also a planned community statute that applies, and it is very specific as to how directors are elected and/or removed. There are a variety of things within the state law that we must comply with prior to any action being taken. While we

understand what is in the Bylaws, we also want to get a legal perspective to ensure we are in conformance with state law.

President Beenen added that despite the healthy turnout for this meeting, this is but a very small subset of the total ownership and while we very much appreciate you putting in the time and effort in coming here and giving us your perspective, as the Board we have to represent all owners. This is one of the reasons why we can't just immediately act.

Ken Arnold, 1 Cypress Lane, noted one thing he has not heard come up in this conversation is in regard to the logo. Most large companies do everything in their power to protect their logo and brand and if you use their logo without authorization, there is a penalty for doing so. Mr. Arnold urged the Board to use the same means that other companies use to protect the SROA logo in the future. Mr. Arnold also commented that Mr. Tiernan is a professional politician, and as such this just doesn't pass the smell test to him.

Pat O'Malia, 1 Muskrat Lane, urged the Board to state what the timeline for an investigation would be so that owners have some level of expectation, and the Board would also have effectively, a goal to work to.

President Beenen responded that for anyone who arrived late to this meeting, the purpose today was to gather information. At the next regular board meeting, we will have a more in-depth discussion about what the next steps will be.

Director Pederson inquired as to whether or not observers are allowed to watch the ballot counting. Election Committee Chair Patty Smith responded that the only others allowed have been the auditors who have been retained for some elections to do a second count of the ballots. This is generally been when there is a money measure on the ballot. We have not had the auditors here when the election is just for board members.

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

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

The meeting was adjourned at 12:12 P.M.

Respectfully Submitted,

Scott Gillies, SROA Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
SROA BOARD ROOM
AUGUST 18, 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, Patti Gentiluomo, Mark Smith, Leigh Anne Dennis, Kellie Allen,
Susan Berger, & Jesus Mendoza

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

OWNERS IN ATTENDANCE: 12

OWNERS FORUM

Tom Wimberly, 12 Pine Bough Lane, spoke about the need for indoor tennis courts for the winter because Sunriver Resort has converted all of their indoor courts to pickleball (this is a follow-up to comments he made two meetings ago.) Mr. Wimberly conducted a survey of the Sunriver tennis club, and he provided some statistics on the results indicating a desire for indoor courts. He also provided information about the various types of court covers.

Phil Angelides, 10 Pine Bough Lane, Mr. Angelides echoed Mr. Wimberly's support of indoor tennis courts. He discussed the legacy of Sunriver being a tennis community and that tennis is important for multiple physical and mental health reasons. Mr. Angelides provided specific costs for various types of court covers. Mr. Angelides suggested that funds planned for new or refurbished courts could possibly be diverted for a cover.

Wendy Ferguson, 3 Jackpine Lane, commented on two different issues. First were comments about the need for additional pathways in the Meadow Village area to prevent the dangerous situation of residents needing to walk or bike on the roadway to get to the pathway system. She suggested some signs to let motorists know that they are sharing the roadway with bikes/pedestrians. Secondly, she commented that a second and/or third gate should be added to the pickleball courts fences in case of an emergency egress being necessary.

Paul Conte, 8 McKenzie Lane, stated that he would be submitting a petition for a ballot initiative at the Saturday Board business meeting regarding the Design Manual of Rules & Procedures rules for plant protections. Mr. Conte stated that the initiative included three principles for considering any rules regarding plant protections. Mr. Conte also stated that he disagrees with the current direction that the Design Committee is headed in this regard.

Stephen Aloia, 5 Redwood Lane echoed the comments of Mr. Wimberly and Mr. Angelides regarding the need for indoor tennis courts. Mr. Aloia and his wife both play tennis and it is one of the main reasons he purchased property in Sunriver. While he and his wife both enjoy pickleball as well, tennis is their number one sport. Mr. Aloia also supports more tennis tournaments returning to Sunriver.

GM Lewis summarized the following comments to the Board received prior to the meeting.

Marcia Blasen, 8 Lookout Lane, wrote in support of the SHARC staff and the difficulties they have to deal with when they have to inform visitors that the facilities are closed due to smoke. Ms. Blasen thanked the Board for supporting safe operations at SHARC for both those visiting the facility and the staff.

Joanne Beck, 9 Big Sky Lane, submitted comments asking for Director Ishmael to resign from the Board and questioned what steps owners can take in this regard.

Mary Anne Gard, 24 Gannet Lane, commented on the SROA Board election and the controversial email that was sent using the SROA logo. She referred to the comments made by candidate Bob Tiernan on a local news broadcast as unsettling.

Vice President Burke noted there was also a submission from Director Julianna Hayes who was unsure if she would be able to attend today’s meeting today.

Julianna Hayes, 10 Sandhill Lane, “As a resident and board member I would like to make a comment regarding the recent events regarding board member Ishmael. Like many of our residents I’m saddened and surprised by what happened regarding the false email around the election. I share the views that many of our residents brought up in the special board meeting (August 3rd). It was incredibly inappropriate.

What I am particularly disappointed in is the fact that when we discussed the same issue as a Board (July 14th), Director Ishmael in no way admitted to being involved nor did he explain what happened. He sat there silently as we pondered for hours what had happened, why, and how to fix it. I consider this silence to be a lie.

Director Ishmael also made a comment in the special board meeting (August 3rd) that General Manager James Lewis, in a way, gaslit our residents by sending out a clarification email. James was simply trying to set the record straight. What I consider gaslighting is having a colleague sit across the table from me for hours pretending he knew nothing about an issue that he had caused. Director Ishmael also said that this issue was a “nothing burger.” If he really believed that he should have spoken up at once and explained what had happened.

I’m disappointed that these actions have hurt the reputation of the SROA Board, and I would respectfully echo other requests that Director Ishmael resign.”

SUNRIVER AREA CHAMBER OF COMMERCE
KRISTINE THOMAS – EXECUTIVE DIRECTOR

GM Lewis introduced Kristine Thomas, Executive Director of the Sunriver Area Chamber of Commerce. Ms. Thomas inquired how many in the room are signed up to receive emails from the Chamber. She encouraged everyone to sign up to keep up on what is happening with their local chamber.

Ms. Thomas publishes two online newsletters each week. The first one that comes out on Monday’s is an opportunity for businesses that are chamber members to share what they are doing. The second one comes out on Wednesday’s and lists all the events happening in Sunriver and south Deschutes County.

Ms. Thomas noted she started working as a contract employee for the Sunriver Area Chamber of Commerce in January of 2021 through a grant that the previous director Kent Elliot had received through Deschutes County to hire a team, which included Ms. Thomas and Emery Daggett who owns the marketing department. They worked for the chamber for a year doing the social media, assisting with writing articles, etc. When Kent Elliot retired in December of 2021, Ms. Thomas was hired as the new executive director.

One of the most important things that Ms. Thomas has been focused on is partnerships. Ms. Thomas sees the Chamber’s role as supporting everyone and it’s really important that different entities in the community connect on a regular basis. Ms. Thomas noted the Chamber has a great partnership with SROA and in fact, Assistant General Manager Keith Kessar is a member of the Chamber Board, which Ms. Thomas noted she is very thankful for.

Recently when Ms. Thomas wanted to start a once-a-month Saturday Market, Assistant GM Kessariss greatly assisted her in finding a spot over by the SHARC basketball courts to locate the four-hour market. Ms. Thomas noted there are two more scheduled for this year on September 9th and October 14th and she invited those in attendance to come and see what is being offered by local craftspeople. It's also a way to support small business owners. Ms. Thomas commented that finding affordable physical space in Sunriver is the biggest challenge small businesses face right now.

In April of 2022, the Chamber closed their physical space in the Business Park. This decision by the Board was due to the fact that the Board felt the money being spent on rent could be better utilized if invested in the community, such as After-Hours events, ribbon cuttings for new members, etc. Now instead of members visiting the office, Ms. Thomas goes and visits them one-on-one and works with them, answering any questions they may have, etc. Ms. Thomas commented that different businesses can require different types of assistance. Some need help with social media, some with funding opportunities, some with marketing ideas, so there are a variety of things she is happy to assist businesses with.

Ms. Thomas also noted the Chamber has great partnerships with the Sunriver Women's Club, Sunriver Resort, The Village @ Sunriver and the Sunriver Nature Center, just to name a few, so she is always looking for ways to support people.

The Sunriver Chamber also has a great partnership with the LaPine Chamber of Commerce. They host a breakfast get together every February, and in March of this year they hosted sixth, seventh, and eighth grade girls from Three Rivers School as well as other area women to attend a Women in Wonder lunch as a way to inspire the young women in the community. Additionally, Ms. Thomas is working with a counselor to include both the girls and boys from the middle school grades in the next event in March of 2024. They aim to help provide direction to kids who don't know yet what they want to do in life. Having them sit down and visit with mentors talking about their careers and life experience can be a big help to them.

The Sunriver Area Chamber also publishes the Sunriver magazine once a year. This is yet another illustration of the good partnerships the Chamber has with the community. Ms. Thomas noted her appreciation for SROA Communications Director Susan Berger for being a second set of eyes on the publication. Ms. Thomas also noted the cover picture was taken by Sunriver owner Scott Fenton. The Chamber holds a yearly contest for the cover shot, but the other pictures that are considered for the cover shot are also published in the magazine and which are on pages 102-105 of this year's edition.

Director Burke noted his appreciation for the weekly email newsletters the Chamber puts out. It's nice to see what all is going on in south county on a regular basis.

President Beenen inquired if businesses are doing well or not to which Ms. Thomas responded that yes, things are going good for businesses in the local community. Of course, summertime is always better, and the Chamber is always looking for new ways to attract people during the off-season times.

One event that was tried last winter was an "ornament quest." Ms. Thomas worked with local craftspeople, Disturbed Threads, Houser House Creations and Meandering Maker to create the ornaments which were then hid at different businesses in the Village and people had to go around to the different businesses to try to find them. If they were lucky enough to find an ornament, they then won a gift card, so they are always looking for creative ways to bring people, especially the locals, in to shop locally.

President Beenen noted his understanding is that one of the reasons the Resort has decided to replace their indoor tennis courts with pickleball courts is that they can then host tournaments that are held in the shoulder seasons.

Assistant GM Kessarlis who has been on the Chamber Board for a little over seven years, commented that Kristine has done a fantastic job at the helm. The energy level has increased greatly, and the business owners too are seeing that connection between the Chamber and their business as well as other businesses in the community. Kristine has provided that support that businesses were looking for.

President Beenen inquired as to whether or not the Chamber will start hosting the Community Potlucks again and Ms. Thomas responded that is something she will be discussing with the Chamber Board. Right now, she is the only employee and hosting those functions requires more than just one person as there is quite a bit of work involved.

Ms. Thomas noted that the Chamber Board meets once a month except for July and August when there is no meeting held. She encourages anyone who has ideas or issues they would like the Chamber to address to attend those meetings and address the Board. Their next meeting will be the second Thursday in September.

GM Lewis shared the Kristine also works part-time for SROA in the Communications Department assisting department director Susan Berger. Having spent most of her career as a newspaper reporter and editor she was happy to help with the Scene, a job she thoroughly enjoys. She enjoys working with Susan and Shae writing stories, helping with the layout, and doing some editing.

In regard to working with government officials, Ms. Thomas noted that Deschutes County Commissioner Patti Adair is on the Chamber Board, and she also interacts with Commissioners Toney De Bone and Phil Chang on a fairly regular basis. Additionally, she is currently working with several others from south Deschutes County on the future of southern Deschutes County. Kathy De Bone is heading that effort up.

The Board thanked Ms. Thomas for being in attendance today and providing this update.

ELECTION RESULTS

Election Committee Chair Patty Smith reported on the results of the SROA election that closed on August 12, 2023.

Ms. Smith reported that 4211 ballots were mailed out and 1485 were counted. The three incumbent board members, Bill Burke, Scott Gillies, and Clark Pederson were elected to another three-year term on the Board.

Bill Burke received 1241 votes, Scott Gillies received 1160 votes, Clark Pederson received 1348 and Bob Tiernan received 538 votes. One ballot was invalid as the owner identified themselves on the ballot, 11 envelopes were unsigned and there were nine ballots that were undeliverable.

Director Pederson inquired how the ballots that are returned as undeliverable are handled. Ms. Smith reported that staff uses the information on file for the owner to try to contact them and obtain a correct mailing address so the ballot can be resent to them. In most cases, owners are reached out to the day their ballot is returned. Some owners get back to staff to update their information and some do not.

Director Burke thanked Patty and her committee for their hard work on behalf of SROA.

ADMISSIONS MODEL WORKGROUP UPDATE

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

As of July 31, 2023, a total of 6,825 Member Preference Program (MPP) cards have either been purchased or renewed. Of that total, 5,456 were renewals and 619 were new cards. The remainder are extended

household, long-term renter, or commercial passes. This is 54 more than the end of July 2022. At the end of July, the MPP revenue totaled \$571,203 or 95% of the annual budget. Mr. Kessarar 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 July 31, 2023, there were 916 homes and/or condominiums signed up on the program. Last year at the same time there were 915 properties participating in the program. Mr. Kessarar also provided a breakdown of the RPP's by the number of bedrooms. Revenue at the end of July stands at \$2,448,319 or 99.8% of the 2023 budget. While we might get a couple more properties on the program before year end, the majority of owners who plan to participate in the RPP program have signed up.

Gate revenue is currently sitting at \$379,223 or 64.6% of the budgeted \$587,050. This is welcome revenue after not being able to accommodate gate fees during the pandemic due to the capacity limits on the facilities.

SHARC hosted a total of 62,366 attendees to the facility in the month of July compared to 56,161 in 2022. Of that number, 5,150 were owners, 44,069 were RPP pass holders, 248 were member guests, 521 were extended family, and 7,934 were gate admissions. Year to date, overall attendance is at 132,784, an increase of 12,562 guests over 2022. Recreation Director Leigh Anne Dennis and her team have done a fantastic job of accommodating all these visitors to SHARC.

The total Member Pool attendance through the end of July was 11,433 compared to 11,038 in 2022. Overall attendance for the Member Pool for 2022 from June through September was 20,039 visitors.

By the end of July 2023, staff had issued 47,820 paper guest passes and of those 7,056 have been redeemed at SHARC and 2,548 have been redeemed at the Member Pool.

Mr. Kessarar 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.

Facility event space rentals are picking up some with a number of events on the books in the coming weeks. We are currently at \$38,648 or 30% of the annual budget of \$128,500. Alexandra Haupt continues to do a great job engaging with owners and guests, but we may end up with a small shortfall in that category. One other thing that is affecting revenue is the fact that there have been more owner events than general public events and those owner events are charged a lower rate than the general public.

A new statistic that has been added to this report is for tennis/pickleball. Currently our net profit is \$58k with expenses of \$35k resulting in \$23k net to the good, and \$19,500 better than budget. This is due in part to increased pickleball use. Additionally, we had another successful Sunriver Solstice Tennis Tournament back in June and the demand for pickleball lessons has also increased this year.

Turf Tunes went really well this year, and everyone seemed to enjoy the offerings. These concerts are now done for the season.

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

PAID LEAVE OREGON

HR Director Kellie Allen reported that on January 1, 2023, the State of Oregon began implementation of Paid Leave Oregon, the state's program for providing protected, paid time for family leave, medical leave, and safe leave. Employees and employers began paying into the fund January 1, 2023.

Paid Leave Oregon began accepting applications for benefits on August 14, 2023, and will begin paying benefits to employees as of September 3, 2023. Paid Leave Oregon is administered through Oregon's Employment Department.

As Paid Leave Oregon is a state law and will soon become available for employee access, an employer policy regarding its availability and use is an important addition to the employee handbook.

For statutory compliance, it is recommended that the policy regarding Paid Leave Oregon be added to the benefits section of SROA's employee handbook.

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

STRATEGIC PLAN 2030 **TASKFORCE CREATION/FIVE POINTE DIRECTIVE**

Assistant GM Kessariss provided a brief overview of the basic tenets for developing the 2030 Strategic Plan and the need for a taskforce to conduct research, finalize the scope of work, provide key input for implementation recommendations, and seek staff input where appropriate.

The primary goal of the taskforce is to develop an association-wide strategic plan for the next seven years that SROA can utilize as a responsible guidebook with disciplined efforts to produce fundamental decisions and actions that shape and guide what SROA embodies, with the support of the Board of Directors and the members of the community. The plan will enable SROA to be prepared strategically and financially, to meet its obligations and fiduciary responsibilities over the next seven years.

Foremost to the livability of Sunriver, is to retain the integrity of blending the developed areas with the natural elements of the community. These factors, including demographic diversity, must be considered throughout the strategic planning process in order to continue to enhance the quality of life, retain the natural environment, and preserve property values (in conjunction with our Mission Statement).

The creation of a taskforce comprised primarily of owners along with stakeholders from the community with specialized expertise in strategic planning that can greatly assist in identifying existing issues and future needs/methods to implement an association plan of this magnitude. The list of recommended owners/members was provided to the Board. In addition to owner participation, the taskforce will also be comprised of the following groups:

- SROA Staff (2-4)
- SROA Board Liaisons (4 max)
- Sunriver Service District Representatives
- Key Community Partners (Resort, Village, local Property Managers)

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

DESIGN COMMITTEE TRAINING/PLANT PROTECTION UPDATE

GM Lewis reported he is continuing to work with the Design Committee, before and since the launch of the new Design Manual of Rules & Procedures. Training has been focusing on thorough review of the application, the basis for rationale needing to be put clearly in writing including the criteria and whether or not that criterion has been met. Additionally, if there are conditions of approval, those need to be clearly

spelled out. A written guide has been provided for each committee member to use when they are writing/making a motion. This provides a better basis for an owner to understand how and why a decision was made as well as creating an accurate paper trail for that property moving forward. Additionally, we also now have a consultant designer who has expertise in the field and will also provide valuable information.

Also noted was that all committee meetings are open to the public with the exception of the Nominating Committee meetings.

Assistant GM Kessarar reported that the Design Committee, at the end of their most recent meeting on August 11th, undertook the direction received from the Board regarding revisiting plant protections in Sunriver. What the committee worked on specifically was in regard to deer browsing. The plant protections they are researching and discussing are specific to tree protection. They did not, at this meeting, discuss beaver protections which is a different kind of browsing than deer browsing. The committee would like to hear from representatives of the Nature Center and/or certified arborists who can provide some insight that will assist them crafting a recommendation that will satisfy the beaver issue.

GM Lewis added that part of what the committee is trying to figure out, and it is not simple, is if protection of vegetation, be it a shrub or a tree and especially if it is newly planted is allowed, how long does that protection apply. If you provide some protection, at what stage do you get from the issue of survivability of the vegetation to it's now going to survive but the deer will probably still munch on it so at what point should plant protections be removed.

President Beenen commented his understanding is that Assistant GM Kessarar is also reaching out to other community association to find out what they do in their communities. Assistant GM Kessarar answered in the affirmative noting that Caldera Springs allows for no plant protections of any kind but across the road at Crosswater, they do allow plant protections and do not have any time limit associated. Black Butte allows protection of trees only for up to one year, and Brasada's protections are geared more toward rabbits than deer so their rules are a bit different.

The committee will continue to work on this issue in hopes of bringing their recommendations to the Board in September. It will then be up to the Board to accept those recommendations or not.

Director Mobley provided an observation noting the definition of right is quite flexible and it's a decision of this Board as to what will be right, but it's made up of opinions of many of us so it is important to remember that right is a difficult definition, and will be the subject of much controversy, but it needs to be of a civil nature. That's one of our criteria that should always be remembered that as we debate so carefully and extensively these questions that are variously demonstrated in other communities across Central Oregon. Patience, and caring are important to remember.

2023 ELECTION EMAIL ISSUE

President Beenen commented he would like to talk about next steps in this issue. The Board has heard a lot of input from owners both orally and in writing. President Beenen also wants to provide Director Ishmael an opportunity to update the Board on his perspective noting the Board received Larry's written input this morning. President Beenen reported that he and GM Lewis have had discussion with our legal counsel on the matter who have provided a little bit better understanding of what options might be available moving forward.

Director Ishmael noted that at the special meeting held on August 3rd, the Board mentioned doing an investigation that would not be able to be completed prior to today or tomorrow's meetings. Director Ishmael noted that he would like to provide, not just information, but facts about the sequence of events that happened.

Director Ishmael commented that it's difficult because the email that GM Lewis sent to the community kind of established the perspective that Mr. Ishmael was trying to deceive people, etc., which is not in fact true. Director Ishmael sought to enumerate exactly what happened and when it happened and also answer some comments regarding Director Hayes' earlier written statement.

Director Ishmael noted that his written statement that was provided to the Board members, was previously provided to President Beenen, who has been very good in handling this difficult situation which Director Ishmael appreciates. Director Ishmael read the following into the record:

“To Fellow Board Members

Here is the order of events as they occurred:

The following email was sent to a select number of friends/colleagues on July 10, 2023. There were approximately 101 emails sent out to likely supporters of Bob Tiernan. The only way to distinguish between the two groups comprising the email list was to put the header of Sunriver Board of Directors logo (no one has proven that the logo has been trademarked as there is no indication on the logo suggesting that). Constant Contact requires that an address be put in before sending and the voter's envelope was right in front of the sender, so they used it. It also made sense because the sender only included using the drop box in the lobby and many owners are non-resident owners.

Further, there was no statement to vote for only one person, the group endorsed one candidate. Note the comment below Bob Tiernan's name that said that you could vote for 1, 2, or 3 candidates, so it did not exclude any other candidates (which the voter ballot did not). There were no derogatory comments about any other candidates.”

Director Ishmael went on to say that the following email was then received by Sunriver Concerned Owners from GM Lewis, who also copied the SROA Board, the Election Committee Chair, and the Candidate Forum Moderator:

Good Morning – To Whom it May Concern:

The attached document is a copy of an email that was forwarded to the SROA office from one of our owners – (it was sent to our Executive Assistant Becki Sylvester who sent it to me to address with you.)

My primary concerns are: 1.) that the email uses the official SROA logo; 2.) it also uses the SROA P.O. Box address as the contact address for the Sunriver Concerned Owners; and 3.) it refers to the election as a “Special Election.” The use of the logo and SROA address for this purpose was/is unauthorized.

The use of the SROA logo and address makes it appear as if the message is from and/or directed by SROA – and that the endorsement included in the message is supported by SROA. The reference to a Special Election is merely erroneous.

In this vein, SROA is responsible for conducting a fair, impartial, and unbiased election – and not supporting one candidate over another for any reason. When the SROA information is used in this manner, it can be construed by owners who receive the email that SROA supports the message and is not meeting the requirement of conducting a fair, impartial, and unbiased election. I am not sure of the legal ramifications of this to the validity of the election, but I will consult our legal counsel.

At a minimum, I ask that a correction be made – such as a follow-up email addressing these issues (stating that the use and/or implication that SROA sent, was involved in, or endorses the message was in error) – and remove any connection to SROA via logo or address.

I would appreciate a follow-up response letting me know how this will be addressed.
Thank you,

James Lewis, General Manager.”

Director Ishmael noted the next thing that occurred was that the email was read by Sunriver Concerned Owners and a new email was sent to the same 101 people that did not include the logo or address on it.

Additionally, an email stating “Done” was sent to GM Lewis.

Director Ishmael went on to say that the next day GM Lewis sent an email to all owners on file explaining what had happened, but not even recognizing the misunderstanding had been corrected.

Director Ishmael stated the Concerned Sunriver Owner Facts:

“Sent to a private email list of 101 Sunriver and Three River voters; 40 of which are Sunriver owners (less than .0095% of homeowners). The primary purpose was to inform residents of our group’s preferred SROA Board candidate.

1. Support Tiernan without having to endorse two of the three incumbents.

The use of the SROA logo and address were used simply to identify that this email was about the upcoming election. There were several DRRW Board elections occurring at the same time.

This Notice obviously had no intent other than to inform a small group of concerned citizens. (these same 40 people).

Upon reflection, the most impactful point of the Notice is the option of voting for only one candidate because most, if not all addressees, had the opportunity to have met Bob and they may not know any of the other candidates (which was not enumerated on the ballot).

There was no effort by SROA to explain that the correction had been made or any effort to contact me when my email address was clearly on it. However, to his credit, Gerhard (President Beenen) contacted me on the 11th, and I followed up with him the next day after I did an investigation to explain the situation. A subsequent face-to-face meeting was held where I provided much of the context to this letter. There was no breach of morals nor was Sunriver Concerned Owners trying to deceive anyone. In as much as the addressees were likely Bob Tiernan voters where were all known to the group (although not necessarily committed voters as per Jay Smith’s comment), and only one person out of 101 misinterpreted the use of the logo and address. This whole thing has been blown completely out of proportion. There was no evil intent by the Sunriver Concerned Owners or me, there was no attempt to deceive, there was no reason to send out a blanket letter to all owners based on false assumptions and accusations. In fact, the only person to have suffered injury by this whole issue is me, and I would like an apology from SROA as members of the community took to extremes to try to cancel me and impugn my character and good name. I certainly am not resigning as nothing was intentionally or unintentionally done incorrectly.”

Larry W Ishmael

President Beenen asked GM Lewis if he wanted to respond, and GM Lewis noted first, the correspondence he sent went out to the owners signed up to receive emails from SROA. Based on the intent of the original email that was sent out from Sunriver Concerned Owners and, as Director Ishmael explained it, GM Lewis believes there was no ill intent or intent to deceive, however, intent does not always belie the impacts that happen. In his job as general manager in representing SROA, GM Lewis considered that the corrective email that Director Ishmael said was sent out failed to include a description or statement saying that if you received a previous email that included the SROA logo and mailing address, that this was not from SROA, it's not from the Association. Additionally, emails frequently get shared and passed onto other people.

At the time SROA was made aware of the original email, we had ballots coming in, people were voting, coming into the lobby, and dropping off ballots on a daily basis so there's a point at which the Association needed to act to correct the misinformation that had been sent out. The reason why that is important is that SROA sends thousands of letters each year that include the SROA logo and mailing address. These letters are generally in regard to maintenance fees, a project they may be undertaking on their home, ladder fuels reduction notices, etc. so the recipient is typically taking the correspondence as direction from SROA.

When we are in the middle of an election with ballots coming in and we have an email that appeared as if it was from SROA and the corrective email that was received simply stated "done" and did not address the fact that Sunriver Concerned Owners did not intend to mislead anyone, an apology, etc. seems like an inadequate response.

GM Lewis read the following letter that was sent out to all owners signed up to receive emails from SROA:

"Greetings Sunriver Owners,

It has come to our attention that in the past few weeks many of you received a direct email regarding the SROA annual election of Board of Directors. That message, which was labeled as coming from "Sunriver Concerned Owners" (sunriverconcernedowners@gmail.com) contained information that might incorrectly imply that: (1) it was sent or supported by your owner's association (SROA), or (2) SROA recommends voting for a particular Board candidate. The email used the SROA logo and included the SROA mailing address as the contact for Sunriver Concerned Owners. The email, however, was not authorized or approved by SROA. We understand that it was sent directly from an owner or owners who may have obtained email addresses from an outside marketing company. SROA has never and will never distribute or divulge owners' email addresses for any purpose. Just as important, SROA will never take a position with respect to the election of any Board candidate.

It is the duty of SROA to maintain the integrity of each and every election that is conducted so that each election is fair, impartial, and unbiased. That is why candidates are selected by an appointed Nominating Committee and the election/vote tally is overseen by an appointed Election Committee both acting independently from the SROA Board of Directors or staff involvement. In this vein, SROA (the association) does not have any opinion, endorsement, or support for one candidate over another. There are four candidates on the ballot, and you may vote for up to three candidates of your choice at your discretion."

That email was sent to clearly state and try to let owners know that this correspondence was not from SROA and GM Lewis would be remiss in his responsibilities if he had not responded on behalf of SROA. Had something not been sent out to set the record, the outcry from owners would have been greatly felt.

Director Gillies added that GM Lewis has noted many times that he works for the Board and some of the Board members, including Director Gillies wrote to the GM and instructed him to send an email alerting owners to the fact that the original email did not come from SROA.

Director Pederson commented that he does not believe there was any intent to deceive, but it took more time to crop the SROA logo than it would have to just put in the subject line "Sunriver Owners." Director Ishmael responded that it is a template that they use. Director Pederson continued noting he was sorry that Sunriver Concerned Owners chose to use that template. Any group has a right to share their opinion on who they should vote for, but in choosing to utilize the SROA logo, the perception is that it came from SROA as an organization. To then use the Association's PO Box, instead of the address of a member of your group is indeed troubling.

In short, Director Ishmael's explanation does not satisfy Director Pederson. Also, despite requests to see a copy of the corrective email that was said to have gone out Director Pederson has still not been afforded that request. The response email of "Done" is not acceptable. It does not explain that the original email unfortunately gave the appearance of it coming from SROA. To simply resend the original email sans the logo and mailing address without any explanation as to why, is not addressing the issue. Director Pederson added that while Director Ishmael's group may not have intended it that way, when an owner reads "The future of Sunriver depends on properly choosing future Board member(s) who will properly represent you, the owners", it does seem to slam the three incumbents running for re-election. It suggests to most who read it that if the future depends on voting for Bob Tiernan, then the other choices are not appropriate if you care about the future of Sunriver. For Director Pederson, the explanation provided by Director Ishmael is not sufficient and does not appropriately address the matter.

Director Burke commented he does not agree with Director Ishmael's statement that there was no ill intent involved or Director Ishmael's explanation of what are facts. Director Burke was unavailable for the Special Board Meeting held on August 3rd, but he sent in comments noting how upset he was upon finding out that an SROA Board member was directly involved with this. Director Burke noted that in his opinion, when Director Ishmael said he accepted responsibility, he actually didn't and Director Hayes makes some very good points about the extended discussions held that day and the opportunity Director Ishmael had to explain the situation, the intent, etc. and yet he chose to stay silent.

Director Ishmael has in no way identified who these Sunriver Concerned owners are or what they are concerned about which is bothersome to Director Burke. Additionally, he believes Director Ishmael has insulted his constituents by calling the whole situation a "nothing burger." Director Burke also does not appreciate the 180° spin Director Ishmael did on throwing General Manager Lewis under the bus. Director Burke also explained the true meaning of gaslighting which is not an unintentional act but a very purposeful act and absolutely is not what the GM did. Further in Director Burke's opinion, Director Ishmael completely insulted one of the homeowners by name calling that person the "worst" in a public meeting. Directors don't and should not behave in that fashion. Also troubling is the lack of an apology and instead Director Ishmael's assertion that he is the one that should be apologized to because he is the victim in this situation. Director Burke feels both the Nominating and Election Committees deserve an apology as well for the stress they have been put through as a result of these actions.

Director Burke continued that he does not believe that Director Ishmael understands the responsibilities of a director or respects those people that he represents. Director Burke would still urge the Board to do an independent investigation into this matter to determine what really happened. Maybe SROA would find out more, maybe not, but Director Burke would like to know who else was involved in this effort. A lot of people are calling for Director Ishmael to resign and Director Burke would not be disappointed if Director Ishmael did. That said, he feels the need for a full investigation is warranted in this situation.

Director Beard had no comment.

Director De Alicante commented that while he was out of town for the August 3rd meeting, he has since watched it and has read all the correspondence that has come in. Some has been very vitriolic, and some has

been very measured. However, there are limits on what the Board currently has the ability to do and some of the suggestions that owners have made are beyond the Board's authority to do.

Director De Alicante referenced Pat Hensley's submission to the Board noting it had some of the most measured recommendations of things the Board can do. Director De Alicante added that intentional or not nobody should use SROA's logo or address except those who are authorized to do so and Ms. Hensley's suggestion on having penalties for owners who use it who aren't authorized to do so is a good idea and something the Board should consider. It was wrong for Sunriver Concerned Owners to use the logo because it created a false impression whether intentional or not. Director De Alicante does not believe it matters that it's copyrighted or not, there is what's called "prior heart" when you are going to claim this is something that is owned by you.

Director De Alicante has heard the calls for Director Ishmael's resignation and calls for an investigation. He does not believe there is a criminal act here. He understands that people have candidates they want to endorse and there is nothing wrong with that, but this email gave the impression that it came from SROA, and it didn't. He supports putting measures in place to ensure this doesn't happen again in the future.

Director Mobley spoke, and his sense is that with the initial awareness of concerns expressed by GM Lewis, that there was an inadequate recognition of the gravity of this. That the consequences matter and a political issue of this nature can balloon or explode. For Director Ishmael to not have immediately gotten in front of it, is troubling to him.

Director Hayes commented that regardless of the email or the intent, she believes if it had been an innocent email mistake, the first time this came up it would have been very easy for Director Ishmael to have acknowledged that he sent the email from the beginning and that he did not mean in any way to misrepresent SROA and the Board could have then dealt with it very quickly as a Board. The decision to stay silent is what makes Director Hayes think the intent was not right, by not coming forward, for the Board as a group who spend a lot of time volunteering for this SROA Board, it will be hard to trust Director Ishmael in the future after what she considers complete deceit towards his own peers.

Additionally, the comments made by Director Ishmael about Gwen Gamble in particular were totally inappropriate and blaming the general manager for in any way somehow exacerbating this issue was also totally inappropriate. Had someone not been able to click around and see that it was Director Ishmael that sent the email, she doesn't know if we would have ever known, or if Director Ishmael would have ever told us what had happened. By letting this issue get bigger, by not saying anything, the entire Board and election have been mired in the process that could have completely been avoided if Director Ishmael had been honest at the very beginning and admitted what he had done.

Director Gillies added he completely agrees with Director Hayes, that because nothing was said in the beginning it makes him think Director Ishmael knew that it was wrong otherwise it would have probably been brought up. Further, Director Gillies thinks that this whole thing reflects on the Board as a whole and he thinks the Board's reputation has been tarnished by this email being sent out. Director Gillies feels the community has also made their feelings known and the Board needs to pay attention to them as well as their own feelings. Director Gillies is not happy about it, he is very upset and in his opinion Director Ishmael should resign.

Director Gillies added that contrary to what Director De Alicante noted about the Board's inability to do anything, there are things that the Board can do to recall a board member and he is interested in what legal counsel had to say in that regard.

President Beenen reported there has been a lot of discussion with our legal counsel and the options available are to:

1. Do nothing.
2. Initiate an investigation.
3. Go through a recall process that can be initiated by the Board or alternatively there is a mechanism for owners to initiate a recall process. The process initiated by the Board would require the President to call a special meeting specifically for that purpose and to meet as a Board. At that special meeting, the Board would vote on whether or not to proceed with the recall. If the Board voted to have a recall, there would then be a recall meeting that would have to be published 14-50 days in advance. Owners would be invited to that meeting and the owners would hear a statement from Director Ishmael and owners would have the opportunity to comment amongst themselves and at the end of the meeting there would be a vote and if the majority of the people that participated in the meeting voted for the recall, then the director would be recalled.

The alternative is for owners to initiate a recall which would require owners to get signatures from 10% of the membership or approximately 420 signatures. This eliminates the Board from making the decision to hold a recall but everything else subsequent to that would be the same in that a meeting specifically for that purpose would be called and the owners of record that appear in person and would have the opportunity to vote on whether or not to recall.

Director Ishmael asked to make a couple of comments, the first specific to Director Hayes. The reason he remained quiet during the July 14th Board Work Session was due to the fact that he had already met with President Beenen, shared everything with him and was quite open with him from the beginning.

Secondly, he was shocked at the response that he got particularly from Director Burke, in the August 3rd Special Meeting as he had never envisioned this thing to be interpreted that way. Director Ishmael went on that he was sending an email to 40 of his friends that only apparently one of them misinterpreted so Director Ishmael wanted to make sure that President Beenen knew everything. Director Ishmael noted that he had reached out to Director Burke which Director Burke had no recall of receiving while also pointing out that the submission Director Burke sent to be read into the record was sent prior to the Board knowing that it was Director Ishmael who was involved. Director Burke added that for him it was already bad before he knew who was involved and it was even worse when he found out a board member was involved.

President Beenen noted that Director Ishmael is correct, he did notify him, and they talked but at the July 14th meeting, President Beenen did not believe it was his job to share that information since Director Ishmael was present at that meeting and had ample opportunity to do so himself.

Director Ishmael also commented that GM Lewis knew from day one that Director Ishmael was responsible for sending the email because he marked it out with a permanent marker. GM Lewis responded that it was not Director Ishmael's email address, it was the email address of the owner who first called and then followed up by forwarding the email they had received to SROA, so it was that person's email that was blacked out not Director Ishmael's.

Director Pederson also pointed out that just because only one person initially questioned it doesn't mean that other owners didn't find it objectionable or upsetting.

President Beenen commented there has been a lot of discussion and he believes everyone's had a chance to give their perspective. He would like to recommend to the Board, and this would be voted on tomorrow, is a.) we initiate an independent investigation and after all the facts are gathered decide if there should or should not be a recall election. An investigation is not inexpensive, it will cost \$10-15k which the President

is not happy about, but there may be valuable information that could be learned. The advantage to using an outside party is that they would keep it neutral from the perspective of all the parties involved and that is the value in that type of investigation.

Director Mobley added there are other values as well. His background includes ten years as Assistant to the President of Oregon State University where he experienced some controversies with athletics, and he was tasked with helping make the decision whether or not to hire a private investigator. They did hire someone which provided some additional time, a very clear airing of the facts, time for emotions to subside and a record that helped everyone understand what had happened, how it had happened, and what action should be taken to assure nothing like that would happen again.

Director Gillies asked why would we spend time and that kind of money on an investigation to look up what we already know. He would rather just make a motion to start the recall process. Director De Alicante agrees with Director Gillies on not spending money on an investigation that may not change anything.

Director Burke added he is still concerned about who else was involved with this as we still don't have forthcoming information about who else assisted in this unfortunate effort as he thinks it would be good for those people to be exposed if they are involved in something like this. If there are others involved who are serving on any committee, board, taskforce, etc. should that person still be afforded the opportunity to serve as a volunteer? Whether or not an investigation would get that far, we don't know but he feels we should try to find out.

The Board held discussion on the changes necessary to the SROA Bylaws and those changes will be pursued once the current issue at hand is resolved.

SSD MANAGING BOARD POSITION #2

President Beenen reminded the rest of the Board that at the July 15, 2023, regular Board meeting, a resolution was put forward to recommend Director Ishmael to be appointed to Position #2 on the Sunriver Service District Managing Board. There has been some concern expressed by the SSD Managing Board and by people at the County who have to approve the resolution in light of the recent election misinformation email that was sent to some owners. President Beenen noted he will be recommending that the Board, at their meeting tomorrow, rescind that recommendation and President Beenen will continue to serve in the position until this issue is resolved. President Beenen added this is not a recommendation that he wants to make but given the circumstances and the feedback he has received he believes that is the prudent thing to do. This item will be added to tomorrow's agenda for action.

REVIEW 8/19/23 REGULAR MEETING AND ANNUAL MEETING AGENDAS

The Board reviewed the agendas for tomorrow's business meeting and the Annual meeting.

ADJOURN

There being no other business, President Beenen asked for a motion to adjourn to executive session to discuss a legal matter.

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

The public meeting recessed @ 12:10 P.M.

The public meeting resumed @ 12:34 P.M.

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

Director Mobley moved to adjourn the public meeting. Seconded by Director De Alicante, motion passed unanimously.

The public meeting adjourned at 12:35 P.M.

Respectfully submitted,

Scott Gillies, SROA Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SROA BOARD ROOM
AUGUST 19, 2023**

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

DIRECTOR PRESENT VIA ZOOM: Julianna Hayes & Bill Burke

STAFF: James Lewis, Susan Berger & Jesus Mendoza

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

NUMBER OF ATTENDEES: 14

Prior to the beginning of the Owners Forum, Director Ishmael asked to make a statement:

“I just wanted to say that I have not been deaf to the responses to the use of the SROA logo and address and email that was sent under my account to a small number of homeowners prior to the election of the new board members. I just wanted to prove that it was never the intention of the email to attempt to deceive anyone.

I love this community and I love living in Sunriver. This is my home as it is for many or all of you here and I intend to make it a home for a long time to come. You are all neighbors and I want to respect all of you as well as the community. I love it so much that we bought a home to give to our three sons so that the next two generations of Ishmael’s will enjoy it as well.

With regard to the email that was sent endorsing a candidate in the last election of board members, I accept full responsibility for that email. I would never have allowed the logo of Sunriver Owners Association or the PO Box of SROA to be used in an email. For that I humbly apologize, and I ask your forgiveness.

We intended to endorse a candidate for the board, it was never intended to harm this community. And for the angst that the email caused, I am truly sorry. It’s time for the community to heal and get past this and I want to help us get through this issue and not prolong it any further and with that in mind I am hereby tendering my resignation from the Sunriver Board of Directors effective immediately. I hope this will help our Board and all of Sunriver get past issue and move on to the important issue of managing the community that we all love.

Thank you for the opportunity to serve.”

Larry Ishmael

Mr. Ishmael was thanked by members of the Board for his service, and he departed the meeting.

OWNERS FORUM:

Paul Conte, 8 McKenzie Lane, spoke on two issues. First, he spoke about being disturbed by some Board members desire to initiate a recall of Director Ishmael. He believes that any recall efforts of Board members are the duty of the owners and not just the Board. He believes that the board initiating this

would be divisive to the community. Secondly, he submitted a written ballot initiative regarding specific requirements for plant protections to be included in the SROA Design Manual (as he referenced during his comments at the Friday, August 18th Board Work Session.)

Gwen Gamble, 34 Fremont Crossing, expressed her appreciation for General Manager James Lewis during this difficult time. His support of the community and the mission of Sunriver did not go unnoticed. Additionally, Ms. Gamble thanked the Board who openly shared your thoughts and opinions during the sessions that have been held over the election integrity issue. Ms. Gamble went on to thank those who recognized that Mr. Ishmael personally attacked me. Homeowners should always feel safe and comfortable when sharing during this forum and she really appreciated that you spoke to that yesterday. She likes and appreciates the owners forums and wants to see them continue to grow and be a place where homeowners always feel comfortable about coming and sharing and you, the Board, maintain that integrity, so thank you.

Randy Schneider, 6 Dixie Mtn Lane, noted he appreciated the resignation of Director Ishmael earlier in the meeting. Based on that resignation, he stated that he was unsure about supporting further investigation into the issue. Mr. Schneider also thanked the Board for their service.

Bob Stillson, 10 Belknap Lane, spoke on two issues. First, he discussed the email/board election issue – he stated his support to pursue an investigation prior to initiating any recall action against a board member as it would provide more clarity as to the correct action. He further stated that he is not sure that it needs to be done now that Director Ishmael has resigned from the Board. Secondly, he discussed how Sunriver governance is a good example of democracy. He stated that the SROA mission statement should serve as a guide to actions. He noted that the SROA Board does a very good job vetting all aspects of an issue in their decision -making process. He stated that the three re-elected board members have done a good job on all issues in their first three years. The amount of work and time the Board members give to the Association is incredible, the amount of thought they give to all the issues that come before them is to be commended, and he would like to thank the Board for all their efforts on behalf of all owners in Sunriver.

GM Lewis reported that there were three letters that were requested to be read into the record which he summarized:

Jim Montroy, 12 Rogue Lane, expressed appreciation to the Board, volunteers, and staff regarding an email sent out to owners regarding the SROA Board election. He stated that a board member who was involved is no longer trusted.

Nanci Tangeman, 21 Mtn View Lodge, wrote with a request for Director Ishmael to resign. Ms. Tangeman noted the time and expense for a recall vote. She asked that potential cuts from the budget be identified to allow the recall vote and which items Director Ishmael would cut to fund such.

Thomas Kelley, 7 Forest Lane, stated that the use of the SROA logo and address on an email concerning the SORA Board election should result in the resignation or removal of any board member involved in such.

Kathy Brown, 9 Quelah Lane echoed Mr. Conte's earlier comments and noted she would serve as the second owner necessary for submitting the petition for a ballot initiative along with Mr. Conte.

OWNER FORUM FOLLOW-UP FROM PREVIOUS MONTH

Director Burke reported no follow-up was required with Randy Schneider who spoke to the need for a dedicated dog park.

GM Lewis followed up with Chuck Swenson, 19 Quelah Lane, regarding noise associated with the recycling area and trucks coming early in the morning to replace the bins. GM Lewis shared his correspondence with the manager at Cascade Disposal with him where they are working on changing the time of switch out of the containers. GM Lewis is trying to get that changed to 7:30 A.M. and address the concerns about owners/visitors being at the facility and dropping items off while they are trying to switch out the containers which creates safety issues. GM Lewis thinks they are about 99% there and that was conveyed to Mr. Swenson earlier this week.

Director Pederson followed up with Kevin Baker, 42 Oregon Loop, reported he and Mr. Baker have exchanged a couple of emails regarding the incident at Mary McCallum Park and Director Pederson believes Mr. Baker is satisfied.

No follow-up was necessary with Gwen Gamble, 34 Fremont Crossing.

Director Beard followed up with Paul Conte, 8 McKenzie Lane who she noted speaks very well for himself here at the meetings and in the emails they have exchanged. Director Beard is very much in agreement with Mr. Conte and what he is doing as a fellow horticulturalist, and she thinks they are on the right track. Director Beard added that she thinks still attending the Design Committee meetings and staying on them to make sure that they get the right suggestions in and not just taking a whim of what should be done is correct and staying solid on that is what we need to continue to do. Director Burke inquired as to Director Beard's interaction with Mr. Conte, not her personal opinion about the Design Committee. Director Beard responded that she and Mr. Conte have had several meetings and exchanged a lot of emails, and she believes the Board will continue to hear from Mr. Conte about plant protections.

GM Lewis responded to Daniel Kozie, 4 Hummingbird Lane, who wrote in support of allowing physical defensive structures to protect native trees, plants, and wildflowers. GM Lewis conveyed to Mr. Kozie where we are in the process of the Design Committee reviewing this issue and that a recommendation should be made to the Board in September.

President Beenen responded to Gunnevi Humphries, 10 Topflite Lane, and he noted that essentially Ms. Humphries request was to have the Board rescind a fine that was imposed on her. President Beenen researched the SROA governing documents and has discussed the issue with the SROA Magistrate. There is no mechanism for the Board to rescind the fine that was imposed, and that information has been shared with Ms. Humphries who disagrees with that finding.

Carol Barrett, 19 Plover Lane, discussed her concerns about what she described as increasing noise at the Sunriver airport, particularly at night. GM Lewis, who was to follow-up, reported he spoke to the airport manager and asked him to come to a SROA Board Work session and provide an update on the airport operations and he declined.

GM Lewis inquired with the manager about the nighttime operations and what controls the airport has on that and was told that the airport cannot prohibit nighttime take-offs/landings as that is regulated by the Federal Aviation Administration (FAA). GM Lewis was referred to the airports attorney, Miles Conway, who GM Lewis spoke with recently and he would provide GM Lewis with an information sheet including the specific information on why they can't close the operation at night. To date, GM Lewis has not received that, but he will follow up with Mr. Conway. This information has been shared with Ms. Barrett and GM Lewis will share the information from Mr. Conway with Ms. Barrett once he receives it.

Director Ishmael was to have followed up with Debbie Wightman, 3 Conifer Lane regarding her concern about the denial of neighbors request to remove ponderosa tree that is growing very close to the neighbor's home. GM Lewis responded that he was copied on some of the correspondence Mr. Ishmael shared with Ms. Wightman and additionally Mr. Ishmael came in and met with GM Lewis, Natural Resources Director Patti Gentiluomo, and Assistant GM Kessarar on Wednesday to discuss the rules and requirements in a situation such as this, but GM Lewis is unsure on the follow-up with Ms. Wightman.

No follow-up was necessary with Scott Hartung, 1 Lost Lane who shared his experience working as the airport manager providing some helpful information for the Board.

In regard to follow up from yesterday's meeting, Director Burke with assistance from GM Lewis & Public Works Director Mark Smith will follow up with Tom Wimberly, 12 Pine Bough Lane, Phil Angelides, 10 Pine Bough Lane and Stephen Aloia, 5 Redwood Lane regarding their desire to see SROA consider providing indoor tennis courts.

President Beenen will work with GM Lewis and PW Director Smith and will follow up with Wendy Ferguson, 3 Jackpine Lane, regarding her request for additional pathways in the Meadow Village area to connect to they main pathway system and eliminate the need for people to have to ride their bikes on Meadow Road to get to a pathway as well as her concern that additional gates be installed at the pickleball courts for the purposes of egress in an emergency situation.

Director Beard commented she would absolutely continue to work with Paul Conte, 8 McKenzie Lane regarding his concerns about plant protections.

Director Mobley will follow up with David Fretwell and Pat Murphy regarding their input on pathways, pathway safety, and an app Mr. Fretwell is aware of that might possibly be added to Sunriver communications that includes the entire pathway system in Sunriver and might assist in keeping bikes off the roadways.

No follow-up was deemed necessary for the input received on calls for Larry Ishmael's resignation.

No follow-up was deemed necessary for the email received in support of SHARC staff when they have to endure the rude behavior of visitors to the recreation facilities.

President Beenen in reference to the submissions from Pat Hensley, 5 Vista Lane and Laura Bailey, 17 Witchhazel Lane regarding suggested changes to the SROA Bylaws are appreciated and that is something the Board will be looking at now that the election issue at hand has been resolved.

RECAP OF 8/18/23 BOARD WORK SESSION

President Beenen reported the Board heard an update from Kristine Thomas, Executive Director of the Sunriver Area Chamber of Commerce and how the chamber is now operating since they no longer have a physical space, how businesses are doing and what challenges they are facing. Election Committee Chair Patty Smith provided the results of the election with the three incumbents; Bill Burke, Scott Gillies & Clark Pederson being elected to a second term of service. President Beenen thanked the three incumbents for their service and willingness to serve a second term on behalf of the Association. President Beenen went on that they are all valuable members of the Board, and we are happy to have them reelected to three more years.

Assistant GM Kessarar provided an update on recreation statistics for the month of July. The Recreation Plus Program is essentially at the budget goal for the year and Member Preference Program sales are

close behind. Attendance at the pools is up substantially over the past couple of years, and we have been able to extend hours due to having a full staff in our lifeguarding department. HR Director Allen provided an update on Paid Leave Oregon, an item that is on the agenda for action today, Strategic Plan 2030 was discussed, and the Board will be voting today to populate the taskforce for that effort. There were 43 owners who threw their name in the hat to be considered for the taskforce and 18 of those were selected to participate.

Assistant GM Kessariss provided an update on the Design Committee's review of proposed plant protections as well as training for the Design Committee members. GM Lewis commented that there are a number of new members on the Design Committee who are taking the necessary time to learn the rules and the process in this often times thankless job.

Director Mobley noted that the Design Committee, by the design of the founders of Sunriver, is a very prominent position and those who volunteer to perform the services required of the Design Committee are very much deserving of our respect, support, and thanks. Director Gillies, who has been attending the training sessions, noted he has seen the difference that support and training have provided.

A lengthy discussion on the election email issue was held, and Director Ishmael resigned from his SROA board position this morning. President Beenen noted there is still the option for a board member to propose a motion today to investigate the matter.

A brief discussion was held on the previous recommendation that was sent to the Deschutes County Commissioners in regard to Position #2 of the Sunriver Service District (SSD) Managing Board. This item is also on the agenda for action today with a request to retract the previous resolution and allow President Beenen to remain in Position #2 of the SSD Board until the expiration of his term.

The Board discussed the agenda for this afternoon's annual meeting which begins at 1:00 P.M. today.

The Board held an Executive Session to discuss a legal matter.

BOARD ACTION **BOARD MEETING MINUTES**

Director Pederson moved to approve the minutes of the July 14, 2023, Special Board meeting minutes as corrected. Seconded by Director Beard, motion carried unanimously.

Director Pederson moved to approve the minutes of the July 15, 2023, board meeting minutes as corrected. Seconded by Director Mobely, motion passed unanimously.

BOARD ACTION **FINANCIALS**

Treasurer Pederson noted he's happy to report the Association is in good shape again this month. Total operating revenues were \$51k ahead of budget attributable to SHARC gate admissions, interest income and a significant fine that was paid for the illegal removal of trees. On the expense side, we were over budget due to all staff positions being filled, legal fees and higher than expected material and services fees for some June invoices that did not get paid until July. The month-end operating surplus was \$39,900, which is \$15k better than budget. Year-to-date, there is an operating surplus of \$147k versus our anticipated deficit of \$219k resulting in a variance of \$366,626. Higher than expected design review fees and park reservations also contributed to that positive bottom line.

In regard to non-operating revenue, we received an additional \$173,262 in grant money from Deschutes

County for fire fuels reduction. Treasurer Pederson noted that year-to-date, both the operating and non-operating accounts, we have received \$392k in interest income which has been a significant contributor with the interest rates being higher than we expected when the budget was developed. President Beenen added that Controller Healy has done a terrific job making sure the Association's money is invested and doing good. Treasurer Pederson also pointed out that the Association's cash portfolio of \$16.5 million and \$15.9 million is invested in Treasuries with an average yield of 4.56%. A couple of lower yielding treasuries came due on the 8th of August, so that number will go up slightly next month. Treasure Pederson added that the money market fund interest rate is currently over 5%.

For the month ended July 31, 2023, there was a net operating surplus of \$39,991 which was \$15,435 better than budget. Operating revenues were over budget by \$51,374. The positive variance was mainly related to SHARC gate admissions, interest income, and an assessed fine for unauthorized tree removal. Salaries and burden were over budget by a combined \$11,145 mainly due to a fully staffed recreation department with p/t and f/t positions. Materials and services were over budget by \$18,145 for the month due to a long month-end close and legal fees associated with four owner accounts in different states of collections.

Through the first seven months of 2023, there was a net operating surplus of \$147,152 which was \$366,628 better than budget. Operating revenues were over budget by \$144,796 mainly due to a Caldera expansion payment, interest income, and positive variances in design review and park reservations. Year-to-date, Member Preference Program (MPP) and Recreation Plus Program (RPP) revenues are at 95.0% and 99.8% of their respective goal. Salaries and burden were under budget by a combined \$150,137 due to open f/t and p/t positions in the first half of the year. \$392,855 has been earned in interest income year-to-date in the operating and reserve accounts. The ladder fuel grant reimbursing SROA expenditures of \$173,262 was received in July. As of July 31, 2023, there was a combined operating and non-operating surplus of \$1,424,236 which was \$623,601 better than budget.

Total assets as of July 31, 2023, were \$38,251,547. Cash and investments totaled \$16,728,784, a decrease of \$36,923 from June. As of the end of July there was \$15,929,379 invested in US Treasuries with durations between 90-day and two years and an average yield of 4.56%. Receivables for owner's fees (maintenance fund, storage spaces, and fines) and RPP payment plans were \$139,207 and \$160,808 respectively with \$90,000 in reserve for uncollectible accounts against owners' receivables. The third and final installment for the RPP cards was due August 1st. Construction in progress included design work on the public works yard and IT equipment.

July 31, 2023 (Year to Date Unaudited)	
	<u>ACTUAL</u>
TOTAL REVENUE	\$7,836,965
TOTAL EXPENSES	\$7,689,813
OPERATING FUND SURPLUS	\$ 147,152

Director Mobley moved approval of the unaudited financial statements for the month ending July 31, 2023. Seconded by Director De Alicante, motion passed unanimously.

GENERAL MANAGER'S REPORT

GM Lewis reported his recap for activities in July.

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

GM Lewis continues to participate in ongoing/regular meetings with TDS staff regarding the physical construction and eventual migration of owners to fiber to the home and their SROA account. Monthly update meetings are held with TDS staff.

GM Lewis continues to work with SROA legal counsel regarding a number of items including the HUD challenge and owner non-payment of fees/fines, as well as proceeding with legal actions for such collections according to the SROA Financial Policy

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 finalized the contract for the Public Works building.

GM Lewis participated and performed tasks associated with the Transient Room Tax (TRT) Taskforce.

GM Lewis attended a fifth 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.

In the Accounting Department, Controller Healy prepared the unaudited financials for the period ending May 31, 2023.

Accounting staff presented the unaudited financial statement for the period ended June 30, 2023.

Accounting staff have been processing long-term RV space payments that were sent out in June.

Accounting staff continues to assist the SSD on the transition of their accounting and HR needs to an outside vendor.

Controller Healy worked with our collections attorney on several files.

In IT, staff assisted when work on the SSD Public Safety building resulted in SROA's fiber being cut. Staff worked with TDS for a temporary solution for the construction to continue.

Further, construction on the SSD Public Safety building also hit an unmarked power line coming to the Administration building causing headaches for all.

The KnowBe4 cybersecurity training has started.

Work on SROA databases continues, including the addition of notifications from Lenel for gate security issues, the creation of a Community Development dashboard and the ability to add multiple files. A vehicle maintenance tab was added to the database. Data extraction for the SSD payroll was created.

At SHARC, the legacy cable boxes were disconnected, and staff have implemented iPad checkout for members.

The ADA hearing system in the meeting rooms at SHARC was repaired.

The projector screens in Dillion and Pringle have been replaced.

In Public Works, IT staff assisted in connecting computers and phone to the Annex Building as well as the guest network and Wi-Fi.

In the Communications Department, Scene advertising was at \$22,352 (July 2022 was \$21,943.)

There were 213 reads of the online July Scene. Readers from other countries include South Africa, Costa Rica, Sweden,

The SROA website was visited by 7,000 users in July with the most popular pages being pickleball, member pool, weather, tree flagging/paint colors, and boat launch.

The SHARC website was visited by 7,700 users with the most popular pages being admission rates, recreation swim, calendar, and plan your visit. .

July eblasts included information about the Strategic Plan 2030 taskforce, ballots coming, and the unauthorized election email.

Additional projects include marketing of the Jobe Fortner concert on August 26th on social media, print and web.

Started promotion and creation of marketing materials for Uncorked in September.

Created a new map that will be part of the replacement of all current pathway kiosks thanks to grant funding received through Visit Central Oregon.

Communications Director Susan Berger was off for two weeks following her husband's motorcycle accident. She is back at the office part-time and working remotely while her husband remains in the hospital.

The Community Development Department reports the Design Committee meetings continue to occur on a regular schedule with multiple items on each agenda – the two July meetings had a total of four items combined –3 and 1).

There are currently approximately 314 active projects/building permits (down by 55 from the previous month of May.)

The number of applications submitted in July was down from the same month in 2022 - from 95 in 2022 to 92 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 continued to assist with updating of all the forms related to the Design Manual, which are also available on the website. Staff also assisted many owners with use of the new forms.

Worked with the Design Committee on continued discussion of plant protections.

The Natural Resources (NR) staff prepared and mailed 61 ladder fuels reduction violation letters.

Prepared and mailed 408 noxious weed courtesy letters and 108 noxious weed deficiency letters.

NR staff performed site visits regarding tree removal requests and provided noxious weed identification guidance on private properties.

NR staff started continued planning for the 2023 War on Weeds (WOW) event that runs from August 1st to August 14th.

Public Works staff completed the removal of the fireplace and the addition of water to the picnic pavilion at Mary McCallum Park. Painting is complete and the park is ready for summer use.

Crews completed line of sight clearing on several intersections and completed a full round of roadside ladder fuel chipping.

The temporary pathway that was needed for the Circle 1 tunnel has been removed.

The annual servicing of all snow removal equipment is complete.

In facilities/aquatics, staff have been solving some failures with the HVAC systems and evaluating service providers for next years contract.

All pools and facilities are working at speed.

Non-response from Anderson Pools/Pacific or ongoing warranty items at the Member Pool may require escalation of the issue.

The old cedar shake roof on the Public Works Annex has been replaced with a metal roof. The operations team has moved from the Round House to the Annex building.

Staff are working with all needed utilities to develop and plan to service the new Public Works building, including engineering to reroute service.

Staffing is tight in Public Works with several members out for a variety of reasons.

In Recreation, July was a very busy month with almost 62k people visiting SHARC. We are seeing record high numbers for both the Café and gate access.

The Sunriver Slam Pickleball Tournament scheduled for Sept 15-17 already has 132 people signed up.

Events are focusing on the Jobe Fortner concert and Uncorked.

Summer staff will be heading back to school soon.

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 Bill Boos has been hired as the new Fire Chief who plans on holding monthly meetings to meeting with owners in the community similar to what the police department is doing with their Coffee with a Cop monthly offerings.

Interviews are being held to replace Police Chief Michael Womer when he retires later this year. A swearing in ceremony was recently held for a new corporal and the department recently lost an employee to another agency.

Construction on the new public safety building is moving along. The project had a \$2 million contingency built in and that has now been reduced down to approximately \$500k. There have been a few surprises as well as some dry well issues.

Director De Alicante noted he reminded the SSD Managing Board that SROA is still awaiting their \$1 for the transfer of the fire station from SROA to the SSD.

BOARD ACTION

COMMITTEE/TASKFORCE APPOINTMENTS

Director Mobley moved to approve the appointments of Steave Pearson and Him Gamble to the Covenants Committee and further moved approval of the appointments of Eric Nelson, Pay Hays, Phil May, Betsey Nelson, Lenna Kimball, Stefani Shanberg, Tom Hardesty, Daniel Kress, Jill Stephens, Susan Jain, Ken Provencher, Rich Phelan, Heidi Hanson, John Gifford, Amanda Enstrom, John Salzer, Mike Mitchell, Corey Roy, Don Nolte, Josh Willis, Denease Schiffman, Bill Burke, Scott Gillies, Keith Mobley & Tony De Alicante as members of the Strategic Plan 2030 Taskforce. Seconded by Director Pederson motion passed unanimously.

BOARD ACTION

2030 STRATEGIC PLAN FIVE POINT DIRECTIVE

Director De Alicante moved approval of the creation of the Strategic Plan 2030 Taskforce including the five-point directive as presented. Seconded by Director Mobley, motion passed unanimously.

BOARD ACTION

CERTIFY ELECTION RESULTS

Director Pederson moved to certify the results of the 2023 SROA election of three SROA Board members; Bill Burke, Scott Gillies & Clark Pederson for a three-year term beginning at the close of the Annual meeting and ending in August 2026. Seconded by Mobely, motion passed unanimously.

BOARD ACTION

PAID LEAVE OREGON

Director Pederson moved approval of the addition of the Paid Leave Oregon policy, as attached, to the SROA Employee handbook. Seconded by Director Beard, motion passed unanimously.

BOARD ACTION

RESOLUTION 2023-005 SSD MANAGING BOARD RECOMMENDATION POSITION TWO

Director Hayes moved approval of Resolution 2023-005 recommending to the Deschutes County Commissioners that Gerhard Beenen 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, 2024. Seconded by Director Mobley, motion passed unanimously.

In closing, President Beenen commented he believes that Larry Ishmael did the right thing in resigning from the Board, and he very much appreciates him taking that difficult step. President Beenen noted that Mr. Ishmael was a good member of the Board, who served well. He got caught up in a tragic series of events that ended up diminishing the trust and that's unfortunate, but President Beenen appreciates Mr. Ishmael has saved the Association a lot of pain by resigning.

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

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

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

Respectfully Submitted,

Scott Gillies, SROA Secretary

**SUNRIVER OWNERS ASSOCIATION
ANNUAL MEETING
BENHAM HALL @ SHARC
August 19, 2023**

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

DIRECTORS ABSENT: Bill Burke & Julianna Hayes

STAFF: James Lewis, Keith Kessariss, Becki Sylvester, Brad Olson, Patti Gentiluomo, Kellie Allen, Leigh Anne Dennis, Joe Healy & Jacki Bue

The Annual meeting of the association's members was called to order at 1:00 pm

Owners in attendance: 97

WELCOME

President Beenen welcomed everyone present and thanked them for attending the meeting today.

President Beenen noted how happy he was to see so many owners in attendance at this important yearly meeting today. It is a beautiful day outside and there are a lot of other things owners could be doing this afternoon, so he appreciates owners taking time out of their day to attend.

There are a set of presentations that will be shared this afternoon and owners will have the opportunity to address the Board at the end of the meeting during the Owners Forum. Additionally, the meeting will be recorded and posted to the SROA website, www.sunriverowners.org for owners to view at their convenience.

ELECTION RESULTS

Secretary Gillies thanked everyone who voted in the election that closed on August 12, 2023. The newly elected board members are the three incumbents: Bill Burke, Scott Gillies & Clark Pederson. Their new terms commence at the close of this meeting and run through the close of the Annual Meeting in 2026.

BOARD OFFICERS 2023/24

President Mobley reported the Board elected officers at their June meeting and the officers for 2023/24 will be:

President: Gerhard Beenen
Vice President: Bill Burke
Treasurer: Clark Pederson
Secretary: Scott Gillies

BOARD SERVICE RECOGNITION

President Beenen recognized the three Board members who are finishing their first term, Bill Burke, Scott Gillies & Clark Pederson. These three gentlemen have all been elected to a second term of service. President Beenen thanked them for the time, dedication, expertise, and service they have given to the to SROA and to the Sunriver community.

INTRODUCTION OF SROA BOARD MEMBERS

President Beenen provided a brief bio along with a photo of each of the current SROA Board members. He thanked all the board members for their hard work in representing SROA. The Association has had some real challenges over the past few years and these individuals work very hard on behalf of all owners.

TREASURERS REPORT

Treasurer Pederson started by thanking the community for showing confidence in the board members that were running for reelection and voting for the incumbents to serve another three-year term. Treasurer Pederson commented he is looking forward to his second term and is pleased to serve as Treasurer for another year.

Treasurer Pederson reported that SROA is in very good financial shape with considerable improvement having been shown in the last couple of years. Referencing the income statement, total revenues in 2022 were \$12,754,407 and we are on track for a similar number for 2023 with total revenues through the end of June totaling \$6,380,733. Those revenues come primarily from the monthly maintenance fees owners pay, the Recreation Plus Program (RPP), the Member Preference Program (MPP), interest income on investments and SHARC gate fees.

Year-to-date expenses through the end of June 2023 total \$6,273,571. We do have some big expenses coming up in the third quarter when the fall roadwork is done and as Ladder Fuels Reduction (LFR) efforts continue. The largest share of expenses for the Association is for salaries and benefits followed by materials and services which includes asphalt paving, ladder fuels reduction and noxious weed removal, to name a few. Treasurer Pederson noted the contract for the fall road/pathway work in the amount of \$538,000 was signed recently and that work will occur in the coming weeks. Also included in materials and services are insurance and legal expenses as well as the contributions made to the reserve fund.

The operating surplus through the first six months of the year is \$107,162 and we anticipate that surplus will be a little higher by the end of the year.

Total assets for the Association are \$38,442,541 which is a combination of our investments in reserve accounts and cash reserves but also our buildings, vehicles, equipment, etc. Short-term liabilities total \$5,222,403 and there are currently no long-term liabilities. Director Pederson explained that when an owner pays for the entire year at once, that money is held aside and a twelfth of that money is taken out each month and transferred to operations account to apply for that particular month maintenance fees. Retained earnings & surplus are currently at \$33,200,138, which is the value of the assets the Association owns. There was a change in retained earnings of \$1,050,000. The value of what each person owns as an owner has gone up in the last six months by over a million dollars, which is huge.

In looking at the cash balances, unrestricted cash is at \$4,119,187. This is the account where our bills/invoices are paid out of on a monthly basis. Restricted cash is currently \$12,647,520 so our total cash balance is \$16,766,707.

Treasurer Pederson provided a 3.5-year comparison of the income statement illustrating how well the Association has rebounded from the initial COVID 19 years when there were many restrictions in place which resulted in \$891k loss in 2020 and a loss of \$332k in 2021. Last year there was a surplus of \$582,992 and at a recent board meeting after the annual audit was completed, the Board approved the transfer of those monies to the reserve account.

Referencing the balance sheet, Treasurer Pederson commented that total cash and investments for this year are \$16,766,707, a significant increase over the last two years. Director Pederson noted this was the total prior to the deduction of the \$538k that will be spent on asphalt this fall and the money that will be necessary for LFR work so these numbers will change some in the coming months. Total assets are \$38,422,541, a nice increase from last year at this time.

Regarding cash balances, Treasurer Pederson reported that 25% of the operating fund is unrestricted and is where all the invoices the Association receives are paid from. These funds can be used as the budget and the Board direct. The remaining 75% falls into the three categories of: Reserve Replacement/New Capital, Operating Reserve “Rainy Day” Fund and the SHARC Reserve Fund. Treasurer Pederson noted that his Treasurers Report for the September issue of the Scene goes into more depth about SROA’s reserve funds, and he encouraged owners to read that information.

The Reserve Replacement/New Capital account is where we build up funds to replace things as they deteriorate and need replacement. Everything with a three-to-thirty-year life span that SROA owns from a piece of equipment such as a snowplow or chipper to painting, plastering and maintenance of our buildings, pools, and pathways, these are all on a schedule. Every three years the Association has a Reserve Capital Specialist come in and do a full reserve study. That study was conducted last week, and we will see the results of that report in the coming weeks.

We also have an Operating Reserve “Rainy Day” Fund that was established when SHARC opened. This fund was established in case there were an event that causes SHARC to close for an extended period whether it be from wildfire smoke, roof collapse, etc. Despite things being extremely challenging during COVID-19, we were able to leave that money untouched. Treasurer Pederson also noted that money is restricted to SHARC related expenses.

Additionally, there is a SHARC Reserve Fund that was established when SHARC was built. When the facility was approved by owners, they had the option of four different ways they could pay the Special Purpose Assessment for the construction of the facility. Two of the options, paying yearly for 15 years and paying monthly for 15 years, are still in effect and those monies are placed in the SHARC Reserve Fund as the loans for SHARC were paid off in full a number of years ago. Like the Rainy Day Fund, money in the SHARC Reserve Fund can only be used for things related to SHARC.

Treasurer Pederson’s full report will be posted on the SROA Website, www.sunriverowners.org. > Owners > Board, Committees & Minutes > Annual Meeting.

PRESIDENTS REPORT

President Beenen noted that one of the things that he picked up being on the Board for the past four years, was the wisdom of past SROA President Keith Mobley which he is appreciative for. Board members are owner representatives and are in place to help guide SROA management in meeting the needs of Sunriver owners. The Board listens to owners, some owners come to the monthly board meetings and express their concerns or ideas, such as the indoor tennis courts that were suggested at this week’s meetings and some people choose to write to the Board expressing thoughts or ideas. The Board appreciates hearing from owners and President Beenen encouraged owners to attend the monthly meetings held at the Administration building.

President Beenen went on commenting that the Board makes policy decisions and policy decisions are something that affect all Sunriver owners. When the Board discusses things like the new Design Manual of Rules & Procedures, it is important to remember this document was not developed by the Board, but by owners and staff and is then approved by the Board of Directors once they are satisfied that their approval is in the best interest of the majority of owners.

Similarly, committees and taskforces come to the Board with recommendations on infrastructure amenities, roads and pathways, or wildfire reduction plans, etc. These are but a small sampling of what comes before the Board for approval. It is the Board’s job to ask questions and/or ask for clarifications and revisions when and where warranted based on input received from owners. The Board is in essence representatives of the owners.

President Beenen referenced the SROA Mission Statement:

Maintaining Sunriver as a premier residential and resort community, protecting and enhancing its quality of life, natural environments, and property values.

President Beenen noted it is the Board's responsibility to act on the Mission Statement. To illustrate, President Beenen referenced fire risk and ladder fuels reduction. This is something that has been taking place in Sunriver for many, many years and President Beenen noted that this isn't just SROA's responsibility, it is also the responsibility of every owner to ensure their property is in compliance with the ladder fuels reduction plan and it is something every owner should take very seriously. While we have an excellent staff at the Fire Station, if we were to have a sizeable wildfire in Sunriver, they would not be able to manage it, so it is up to each individual to keep their property safe from wildfire.

President Beenen reported that since last year's Annual Meeting, SROA has reached an agreement with TDS on bringing fiber to the home. President Beenen went on that there was a taskforce made up of 8-9 individuals who met for four years and held over 40 meetings. The opening bid from TDS was yes, they would bring fiber to the home for \$5 million. After months of negotiation, what we ended up with is TDS bringing fiber to the home and giving us a very good deal on high-speed internet. This endeavor took an enormous amount of work and there were a lot of people who contributed a lot of time and effort to make that happen.

President Beenen referenced Treasurer Pederson financial reports noting the Board also has the responsibility of watching over the financial health of SROA. SROA is fortunate to have a very good Finance Committee that meet on a monthly basis in addition to a very good controller, Joe Healy. President Beenen noted he is pleased to reiterate that the Association is in excellent financial health.

Investing to maintain our infrastructure is easy to see by simply walking around Sunriver. There have been a number of significant investments made over the past ten years and those investments were made with owner approval and owner funds. Investments such as the Member Pool, River Access, well-maintained pathways, new tunnels, and a new Public Works building have all been possible while at the same time building the reserve account.

President Beenen referenced the Design Committee Manual of Rules and Procedures which received a major update and redo in the past year. GM Lewis and Assistant GM Kessarlis took the lead on this project, and it has been done in such a way that it is a factual, rule-based manual. Training on the new manual is ongoing with members of the Design Committee, a committee made up of owner volunteers whose efforts are greatly appreciated.

The Design Committee is being refocused to make sure that their mentality aligns with SROA's desire for owners to invest in improving their home and doing it correctly. A number of changes have been made to make the process of smaller, less complicated projects much easier for owners to accomplish. President Beenen noted that Sunriver has rules for a reason and those rules have to be complied with and the Design Committee and staff are there to help navigate the process. More information as well as the new fillable forms have been added to the SROA website, www.sunriverowners.org > Departments > Community Development > Design Manual & Forms.

President Beenen referenced an unwelcomed controversy earlier this year at SHARC over a rainbow sticker. The thing that it precipitated is that SROA is not a political organization, but at the same point in time, as all owners showed in a recent vote to change the Consolidated Plan, SROA owners do not believe in discrimination. Everybody is welcome at SROA facilities and owners resoundingly supported that by 90% voting to change the Consolidated Plan and remove discriminatory terminology.

President Beenen touched on the issue of package delivery in Sunriver. Notably, over the past few months UPS has been working on adding all of the Sunriver addresses with one or two digits listed next to the

five-digit address to their system to assist them in getting packages delivered to the proper address.

In regard to USPS delivery, which includes all Amazon deliveries, the request from SROA was for the USPS to add all Sunriver physical addresses to their database as that is the database a lot of companies use for their shipping needs. After receiving an emphatic “no” as an answer when local postal representatives were asked about the addition of these addresses, SROA staff reached out to the local and regional postmasters for Bend and to date have received no response at all.

President Beenen reported that a Sunriver owner took it upon himself to reach out to Senator Wyden’s office for help. Senator Wyden’s office has been in touch with the post office and has agreed to enter this persons five-digit address as a “test” address in their system beginning in September. If it goes well and is successful, the USPS may be willing to add all Sunriver addresses into their system.

President Beenen talked about the need for all owners to be responsible community members. While SROA is a big part of Sunriver, it is not the only part of Sunriver and there are other big players in Sunriver. We have been listening to other community partners and have been fortunate to have had representatives from the Resort, the Village @ Sunriver, Cascara Vacation Rentals, Midstate Electric and the Sunriver Chamber Area of Commerce to name a few, come to the Board work sessions and provide an update on what their company/organization is doing.

SROA played a big role in helping the Sunriver Service District (SSD) realize the new Public Safety facility. SROA, along with the Board went to bat with Deschutes County in helping to secure the \$8 million in Transient Room Tax (TRT) dollars that the County Commissioners have contributed to the construction of the facility. SROA sold the fire station building to the SSD for the amount of \$1.

President Beenen noted that the management agreement between the SSD and Deschutes County requires that two of the seven-member SSD Board must also be SROA board members. These members helped negotiate the agreement between SROA and the SSD both in terms of sale of the building and the lease of the land which SROA will retain the title to. The SROA Board and staff worked very closely with the SSD to make sure that they could be successful in getting a new facility built here in Sunriver.

A fairly new taskforce for SROA is the Transient Room Tax (TRT) Taskforce. Anyone who rents out their home or a portion of their home as a nightly rental must pay TRT dollars to the County in the amount of 8% of the nightly accommodation rate. Sunriver as a whole contributes approximately \$6 million per year in TRT dollars. Over the past ten years it has been close to \$50 million and Sunriver has not seen a lot in return. This taskforce is focused on dialoguing with county officials on the platform that something needs to change and Sunriver should get more return for those dollars in the future.

As many of visitors to Sunriver avail themselves to the communities amenities, there should be support of that infrastructure from a TRT perspective moving forward. While President Beenen cannot report that something concrete has been worked out, he can report that there is recognition and County Commissioners that agree that Sunriver deserves some of those dollars. The taskforce will continue to work on this issue and will keep the community apprised of their progress.

President Beenen recognized the efforts of a number of local groups who have done a lot of tremendous things in the community and beyond in supporting those less fortunate. The Sunriver Women’s Club, SR Music Festival, the Rotary Club, and the Sunriver Christian Fellowship are just a few examples of organizations that support and assist neighbors who may be struggling.

Lastly, President Beenen referenced the election most recently completed. As he mentioned at the beginning of the meeting, Larry Ishmael has resigned from the SROA Board of Directors as of this morning. President Beenen believes there was a whole series of tragic events that resulted in this, but he also believes that Mr. Ishmael made the right choice in resigning. It’s time for all of us to move on and

hopefully we will never have something like this happen again in our community.

GENERAL MANAGERS REPORT

SROA General Manager James Lewis thanked those in attendance for taking the time to come to today's meeting. GM Lewis noted that this is his third annual meeting and unlike three years ago when he looked out in the crowd and knew no one, he now looks out at the crowd and recognizes many familiar faces.

GM Lewis commented that it takes a team. We have the Board, we have committees, we have taskforces, workgroups, owners, and staff who all play important roles on the team. GM Lewis noted the frequent use of taskforces by the Association. Unlike the three-year commitment to a committee, a taskforce generally has a start and stop date with a clear set of expectations to be accomplished. This kind of time commitment is sometimes more attractive than volunteering for a three-year term on a committee.

When a taskforce is formed, we strive to get a broad mix of resident and non-resident owners, owners that rent their homes and those who don't, as well as any stakeholders whose interests and input might be helpful to the task at hand.

GM Lewis took a moment to introduce the SROA staff members who attended today's meeting.

GM Lewis talked briefly about overcoming challenges, noting that while SROA is not immune to the current difficulties of finding ample employees, the Association has been successful in being fully staffed for the first time since the pre-COVID days. Despite supply chain issues over the past few years, staff planned accordingly and have been mostly successful in receiving needed supplies/items in a timely fashion.

In terms of accomplishments, permanent restrooms have been installed at Mary McCallum Park and a sink and running water have been added to the Pavilion. The riverbank is being restored and the almost one-mile pathway along the river has been paved. This is a walking only path and no bicycles are allowed on that stretch of the pathways, so please park your bike, and walk.

The indoor pool at SHARC was replastered earlier this year and the outside of the SHARC facility was painted.

The tunnel at Circle 1 was replaced with a double tunnel no longer requiring bike riders to walk their bike through the tunnel.

In the spring, a complete rebuild of seven lanes in Sunriver was completed. Fall roadwork will focus on the southern portion of Beaver Drive and Oregon Loop Lane.

Ladder fuels reduction and noxious weed removal on commons continues. Approximately \$300k is spent annually on fire fuels reduction.

In terms of operations, the Design Manual of Rules & Procedures was rewritten over a two-year timeframe. The taskforce assigned to this project met 24 times with some meetings going as long as three or four hours at a stretch. Many procedures have been streamlined utilizing specific standards and resulting in a much quicker turnaround on smaller projects.

The Ladder Fuels Reduction Plan was also updated through a multi-agency coordination effort. This update also brings us in compliance with state law. Additionally, SROA, through Natural Resources Director Patti Gentiluomo's efforts received a ladder fuels reduction grant from Deschutes County in the amount of \$350k.

A Park & Recreation Facility Master Plan was completed a few months ago. It is community based and

includes both long and short-term priorities while remaining forward thinking. This will assist the Board and staff as it relates to funding both existing and future amenities.

GM Lewis was pleased to announce that Sunriver will finally have a dog park in the community prior to the end of the year. It will be located by the Cottonwood Tennis courts and will include an area for big dogs as well as an area for small dogs. Park specific conceptual plans will be developed as part of the master plan to meet owner and visitor needs.

From an operational perspective, an Information Technology Strategic Plan was developed and SROA has a new IT Director, Rebecca Maloney who started in April and hit the ground running. Needs have been prioritized with a focus on security. IT is the underlying basis for almost all SROA operations, and we want to make sure we are prioritizing SROA needs and updating as technology changes.

As President Beenen mentioned, the Telecommunications Taskforce met many, many times prior to taking the bulk services agreement to the owners for a vote. The community approved that initiative and construction has commenced on this important three-year project that will bring fiber to all homes in Sunriver that desire it. GM Lewis noted the number of TDS vehicles on property in the past few weeks as construction on the project commences. Once available from TDS, a map of the area they plan to work on first will be published in the Scene.

Our Recreation Department is fully staffed this summer allowing us to expand the season and the hours of operation. Pickleball courts have been extremely busy this summer as has the river access launching area. We were able to open the pools before Memorial Day this year instead of in mid-June as in years past. We have had record number of people on some days this summer and have been able to keep our facilities fully open and operational.

GM Lewis also reported that earlier this year SROA applied for and were awarded a grant through Visit Central Oregon for \$75k which is geared toward spending the dollars on facilities that support visitors to Central Oregon. The Sunriver pathways are our most prized recreation amenity and most of the pathway map kiosks have seen better days. This money will be used to upgrade the map/pathway kiosks throughout the community.

From a financial standpoint, the Association received a clean 2022 audit with no recommended changes to current practices. GM Lewis noted his appreciation for the depth of knowledge the members of the Finance Committee have echoing President Beenen's remarks that the Association is in excellent shape financially. The 2023 budget, which was adopted with a planned deficit of approximately \$100k, is on course to finish with a substantial surplus. The support that owners have provided to the Member Preference Program and the Recreation Plus Program illustrates the value of those available programs.

GM Lewis touched on items that are in progress such the 2030 Strategic Plan. The Board at their business meeting this morning approved creating a taskforce that will be made up of 18-19 owners including both resident and non-resident owners, owners who rent their homes and those who don't as well as a number of stakeholders in the community, representation from the SSD, the SROA Board and staff.

This will serve as a guiding document for community evolution over the next seven years. The taskforce will develop goals, policies and action items with implementable evaluative actions and results. That taskforce will hold their first meeting in two weeks and updates on their progress will be provided in the Scene. GM Lewis added there will also be some town hall events as well to garner owners perspectives on the plan as we move forward.

SROA is constantly trying to determine the best ways to communicate with owners. The main tools are the monthly publication of the Scene, the SROA website, social media, and email blasts to those owners who are signed up to receive email blasts from SROA. SROA has hosted a number of town hall events in

conjunction with Sunriver You on topics important to the community will continue to do so. GM Lewis encouraged all owners who have not already done so, to sign up at www.sunriverowners.org

SROA's ability to communicate with owners is dependent on having the correct information on file. All owners are encouraged to check with SROA to ensure we have the most current phone, mailing address and email address on file.

GM Lewis touched briefly on the Reserve Study that was completed last week. This is something the Association does every three years and which provides an accurate accounting of all assets over \$3,000 in value and with at least a three-year life span. This study provides an accurate accounting of all assets and helps determine replacement timelines and it ensures that SROA is planning financially for the replacement of its assets. Currently there is \$11 million in the reserve fund and the goal is to have the reserve fund 70% funded by 2043.

In regard to the Transient Room Tax (TRT) Taskforce, GM Lewis noted that over 50% of the TRT dollars collected in rural Deschutes County come from Sunriver. It is safe to say that if Sunriver were to get some of those TRT dollars back, that money would go back into contributing to something that helps draw visitors here. The task force will continue to meet with representatives from Deschutes County on this issue.

A major project that is now in progress is the new Public Works facility. As some already know, the old roundhouse that has housed the Public Works employees for many years now is actually the old sewage treatment facility. That structure has been demolished and over the next several months construction on the new facility will begin. We anticipate this project will be completed mid-year 2024. This will be a huge upgrade for the Public Works staff members and will also provide space to house equipment indoors as opposed to being stored outside subject to the elements. It will also help protect the investments that owners have made into all rolling stock necessary to keep Sunriver operating smoothly year-round.

In 2024, SROA will have a wage and compensation analysis done by a third party. Wages and compensation have been all over the board for the past few years. Trying to gauge what is necessary to attract employees to Sunriver has been a challenge in the past couple of summers. GM Lewis noted his son is a lifeguard for SROA which means he drives from Bend every day to come to work. He could easily go to work at Juniper Swim Center, but he prefers not only the wages at Sunriver but also his workmates and the great culture he experiences as an employee for SROA.

This wage analysis will evaluate the SROA job descriptions and changing needs. It will also provide analysis of the appropriateness of SROA wages and benefits according to the job position and requirements. This analysis is done periodically and is fair for the employees and financially responsible for owners. It is especially important now following the economic turmoil over the past three years. Additionally, it provides a sound basis for budgeting purposes.

Also in 2024, SROA will be conducting a Comprehensive Owner Survey. These important surveys are done every three years and they help SROA assess the pulse of the community on a variety of issues. These surveys also assist in evaluating trends and help determine priorities in planning for the future. SROA has been fortunate to have excellent responses to past surveys and GM Lewis encouraged everyone to keep an eye out for the survey in 2024 and to please take the time to complete it.

Another item SROA will be embarking on in 2024 is the redesign of the administration building. The Police Department, who occupy the south end of the building, will be moving to the new public safety facility once it is complete. It becomes incumbent on SROA to determine how to best utilize that additional space. As we currently house some staff in less-than-optimal working spaces, this additional square footage will be a welcome addition that should require making only minimal changes and being as frugal as possible.

GM Lewis spoke to operations noting that he works constantly with department heads to analyze our operations within each department. This is done to evaluate current departmental processes for efficiency, establish future needs and propose changes.

GM Lewis provided a brief overview of the different SROA departments and provided a few highlights of each of those.

GM Lewis also provided an overview of the different committees, taskforces, and work groups of SROA and thanked those folks who volunteer their time on behalf of their community. It is these committees and the Board who set the policies, provide the direction, propose the rules, and it is up to staff to implement those that the Board adopts.

Lastly, GM Lewis noted the SROA Code of Civility that was put in place about a year before he arrived at SROA. Obviously, the Board found it important to solidify that all owners, when engaging with the Board, committee members, staff, or other owners, must adhere to a degree of decorum. While civil conversation and exchanging of ideas is encouraged, it needs to be done in a civil manner.

In closing GM Lewis shared the Sunriver Peace Pledge that was created earlier this year. It simply asks people when they are engaging with others in Sunriver to be welcoming, kind, patient, respectful and accountable.

GM Lewis commented on what an outstanding community Sunriver is and noted that owners should feel proud to live here. GM Lewis encouraged owners to get involved and volunteer, to ask questions, to come to the board meetings, and to get and/or stay engaged with their owners association.

Director Mobley briefly interrupted and commented he believed this was a good time to recognize the SROA General Manager and staff assembled today in the form of a standing ovation which the rest of those in attendance joined in on.

OWNERS FORUM

Jane Boubel, 18 Cultus Lane, expressed her appreciation to the SROA Board and the General Manager for responding quickly to the recent issue regarding unethical use of the SROA logo and mailing address. Ms. Boubel appreciates that the process was kept respectful, and all involved were made aware of the process. Ms. Boubel is aware of the staff time and SROA resources that have been consumed by this issue, which have significantly impacted, particularly the administrative, legal, board and staff. Ms. Boubel noted she was truly saddened by the verbal abuse and assaults that GM James Lewis and Gwen Gamble received. Both deserve our admiration. Their concern for SROA and our community has been admirable. The impact on all has been significant and Ms. Boubel thanks the SROA Board for their voluntary service and care of the community.

Paul Conte, 8 McKenzie Lane, commented he feels it is very unfortunate that a decent Sunriver owner, Larry Ishmael, resigned from the Board, not because he had committed any crime or ethical breach but because he was hounded out by a mob like action that leapt to conclusions before they knew the facts. Once they knew the facts, that wouldn't change their attempt to drive him out of office. President Beenen twice made the inappropriate remark "I think Larry made the right decision." What he should have said is, I'm sad that we didn't see a community and a board that didn't respond to a few zealots who took it on their almighty righteousness to drive Larry out of office." Mr. Conte went on to say that he "does not know Mr. Ishmael other than having met him. He doesn't know if he beats his wife or whether he is a saint, but what he does know, because all the facts were available to him, that what Mr. Ishmael did was make a really stupid mistake and it's a mistake that a lot of people could have misunderstood as being malicious and an attempt to manipulate the election. But when you find out what the facts are that doesn't hold up and Mr. Conte is ashamed of the people who drove Mr. Ishmael out of office.

Mr. Conte added that these righteous folks who are going to be the ones who want to uphold our code of civility have been silent about a director who lied about him and his wife three times and who he asked to set the record straight over a claim that Mr. Conte was expanding the use of fencing to protect native plants, when in fact he has reduced those by over 50%. Mr. Conte went on “He lied about other things and I have asked Director Gillies to correct the record and apologize and he has done neither and not one of the people, either on the board or off the board, that jumped so quickly to attack Mr. Ishmael have spoken up and demanded accountability and civility from one of their board members.”

John Ross, 82 Meadow House, thanked the Boards, past and present, along with the crews at Public Works for the fabulous improvements that he sees around Sunriver. Mary McCallum Park is a standout and things of that caliber are evident everywhere. Additionally, Mr. Ross is very pleased with the reporting on the status of SROA, especially from a financial perspective, and expressed his appreciation to the volunteers and staff for their hard work on behalf of the owners.

Frank Brocker, 5 Cedar Lane, noted that Sunriver is a very clean place due in large part to the LT Rangers who work tirelessly to pick up litter from road and pathways in the community.

Cindy McCabe, 13 River Village Condo, thanked the Board, Mark Smith, and the Public Works staff for all the improvements to Mary McCallum Park. It’s a beautiful facility, a wonderful setting, and now it really shines.

Patty Klascius, 1 Ollalie Lane, questioned whether or not the people who have to wait the longest for the installation of their fiber to the home will get any kind of reimbursement as they will be paying a higher monthly rate for longer than those who receive the service first.

Carol Holzer, 9 Blue Grouse Lane, echoed the comments about Mary McCallum Park being such a wonderful facility, especially with the improvements that have occurred over the past few years. Ms. Holzer’s main concern today is the riverbanks along the stretch of the river in Sunriver and the degradation that is occurring. Ms. Holzer wonders if there are different, more creative ways to communicate to people who come to Sunriver as well as the owners how fragile the banks are and how important it is to use only designated load/unload areas.

Bob Black, 44 Red Cedar Lane, also loves the pathways in Sunriver but is concerned about the increase in the number of huge throttle bikes and ebikes on the pathways. These create significant safety concerns especially for people with small children that run the risk of being injured by someone flying by at 25 miles per hour. He would like to know what can be done to curb the use of these bikes before it gets out completely of control.

Charlie Piper, 24 Ranch Cabin, has owned property in Sunriver for many years and noted that in addition to the huge uptick in ebikes, there are also a tremendous amount of people who don’t follow basic rules and insist on riding on the roads. There have been so many people on the roads between Circles 2 and Circle 4 that it’s astonishing no one has been hit, however he feels it’s just a matter of time. Mr. Piper commented that all visitors need to be made aware of the rules that are expected to abide by, especially when it comes to riding bikes on the roads. Part of the problem is that people use Google maps which direct them to the roadway instead of the pathways. All local bike shops should be aware and instruct people that rent their equipment of such and owners who choose to rent their homes out on their own also have a responsibility to inform their guests of what is expected of them when they visit Sunriver.

Jan Bosson, 22 Witchhazel Lane, commented that she has noticed that there have been at least one or more complaints each month at the board meetings about the uptick and speed of ebikes on the pathways. She is curious, what if anything, is happening at the Board level to enforce our pathway rules and if it’s not enforced then why not? Secondly, in addition to the increase in speeding ebikes, as someone who

works in the Village several mornings a week she sees a vast array of electric bikes, scooters, skateboards, etc. flying through the Village. She wonders if we could get to the place where only walking is allowed in the Village and all other modes of transportation would be required to be parked.

Rhonda Brattain, 10 Parkland Lane, agrees with the need for additional signage to assist visitors, especially in finding the pathways. Ms. Brattain also noted that she believes directions to emergency services should be included at each of the circles.

Val Stensland, 2 Topflite Lane, noted "I just can't let it stand and that is in reference to the owner who got up and talked about being ashamed of people who took a stand and really protected what Sunriver is as a community. Ms. Stensland noted how proud she is of the people who came up and took the hit by speaking out and doing some investigation, so thank you very much to everyone for the work that you did to uncover and quickly take care of what was going to be a horrible situation."

Ezma Hanschka, Meadow House 64, noted she has noticed a lot more smoking and vaping on pathways and on the golf course. After watching a golfer throw their lit cigarette away, she tried phoning the golf course but got no answer, so she phoned the Sunriver Police Department. She was told that SR Resort is private property with their own rules and there wasn't anything the police could do. With the fire danger being as high as it is, this has her very concerned. She asked about partnerships and if SROA can try to influence the Resort to impress on their guests the extreme danger associated with this.

There being no other business, the adjourned at 2:55 P.M. and those in attendance were invited to stay after the meeting for hors d'oeuvres and beverages.

The Annual Meeting is available for viewing on the SROA website > www.sunriverowners.org > Owners > Board, Committee & Minutes > Annual Meeting.

Respectfully submitted,

Scott Gillies, Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING
SROA BOARD ROOM
AUGUST 31, 2023**

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

DIRECTORS PRESENT VIA ZOOM: Keith Mobley & Julianna Hayes

STAFF: James Lewis, Keith Kessarar & Jesus Mendoza

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

NUMBER OF ATTENDEES: 1

OWNERS FORUM

No owners addressed the Board.

President Beenen referenced the Sunriver Bylaws Section 4. Vacancies, which states:

- (a) A vacancy on the Board shall exist upon the death, resignation, or removal of any Director or if the members fail to elect the full authorized number of Directors at the annual election.

- (b) Vacancies on the Board for any cause may be filled by a majority vote of the Directors then in office. Each Director so elected shall hold office for the balance of the unexpired term or until his successor is elected.

President Beenen commented that what he wanted to do today is talk about the process the Board would like to use to gather names and ultimately select the replacement director. There is no election in this case, it is up to a vote of the Board of Directors as stated in the SROA Bylaws.

Director De Alicante commented that when Paul Coughlin resigned from the Board after one year, the Board went to the candidate who got the next most votes in that election, which was Julianna Hayes. In this case, that spot would fall to Bob Tiernan.

Director Pederson commented that the time before that when we lost two board members, one, Mark Burford who we lost to cancer and the other, Mandy Gray, who resigned. The Board, in that instance, went to two previous SROA/SSD board members, Mark Murray and Mike Gocke and asked them to complete the two plus years left on the positions vacated.

Both of those processes have been used in the past and either of those processes could be used now.

President Beenen suggested perhaps coming up with some criteria of what the Board is looking for would be helpful and Director Burke noted the importance of asking the same questions of all possible replacements.

The Board discussed a number of other names as possibilities and Director Pederson noted that we also need to choose someone who is also willing to take on other roles such as serve as a liaison to committees or serve on a taskforce, workgroup or perhaps serve as a board officer.

Upon further reflection, Director De Alicante believes that having someone who has served on the Board previously would make the most sense as they already know what is expected of them and they have that historical knowledge.

Director Mobley noted that when we had the situation when Mark Burford passed away and Mandy Gray resigned, he asked staff to provide a list of past board members who still lived in Sunriver and that is how the Board came up the two that were chosen. Director Mobley agrees with Director De Alicante that it would be a good idea to work with a previous board member. The fact that they have had the experience and were previously elected by the owners goes a long way. As for Mr. Tiernan, Director Mobley would be reluctant to support his appointment because of a number of factors, perhaps the most prominent being the fact that it his was the candidacy that was supported by the group that failed to follow best practices and protocol.

Director Gillies commented that he feels the Board should not set a precedent, just because it was done a certain way last time, we need to do it that way again this time. We need to pick who we think will do the best job on the Board, period.

Director Burke noted on the issue of Mr. Tiernan, he is concerned about the level of anger in the community right now as people are trying to get beyond this election thing. He feels considering Mr. Tiernan at this point would result in a petition of 500 owner names to start a recall process on Mr. Tiernan would be close behind. Additionally, he does not feel that it would reflect too well on the Board. Unfortunately, Mr. Tiernan's comments when interviewed for a local news story commenting that he "did not think it was that big of a deal" did not help his situation.

President Beenen commented the direction he is hearing the Board wishes to take is to have staff compile a list of past board members who still own property in Sunriver. President Beenen will then reach out to those people to see if they have an interest in serving the remainder of the term of the unfilled position. Once that list is established, and depending on how many people are on the list, the Board will vote on who will fill the position.

If there are no previous board members who would be interested in fulfilling the remainder of the open term on the Board, the Board will then look to committee members.

The Board discussed how the next steps in this matter will be handled at their next meeting in September.

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

Director De Alicante moved to adjourn the meeting. Seconded by Director Burke the motion passed unanimously.

The meeting was adjourned at 9:38 A.M.

Respectfully Submitted,

Scott Gillies, SROA Secretary

(2)

FINANCIAL REPORT & RESOLUTIONS

Approval of unaudited August 2023 Financials

(Board Motion Required)

INTEROFFICE MEMORANDUM

TO: FINANCE COMMITTEE
FROM: JOE HEALY
SUBJECT: AUGUST 31, 2023 YEAR-TO-DATE UNAUDITED FINANCIALS
DATE: 9/12/2023

Income Statement

For the month ended August 31, 2023, there was a net operating surplus of \$96,133 which was \$73,898 worse than the budget. Program revenue was under budget by \$86,085. Gate admissions at SHARC were under budget by \$43,869 for the month. There were three full days and eight partial days when SHARC didn't open the pools due to smoke. Special program revenue in Recreation was under budget by \$52,380 due to the smaller than planned ticketed concert. Salaries and burden were under budget by a combined \$8,832.

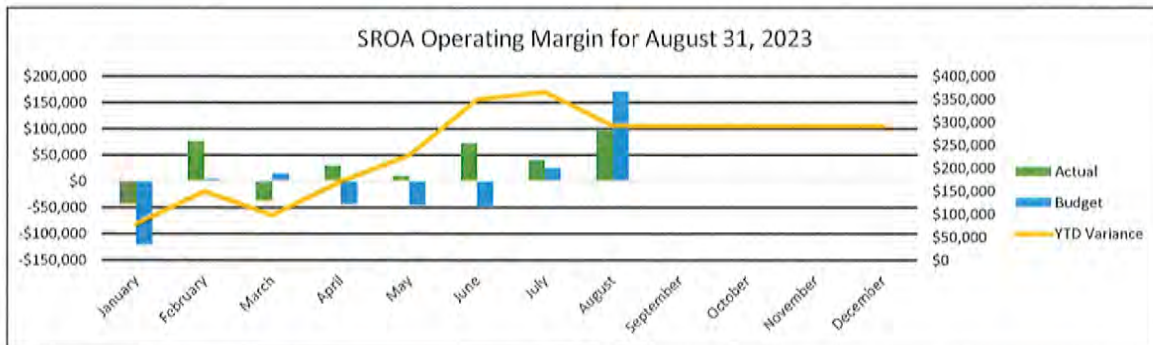
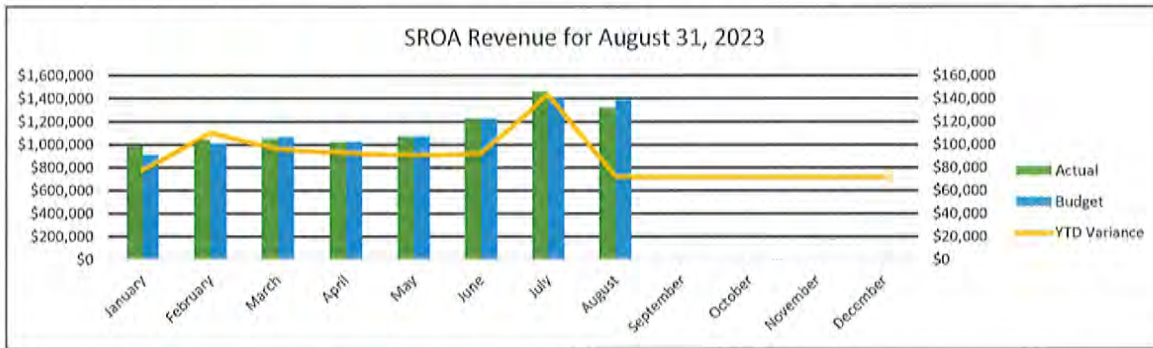
Through the first eight months of 2023, there was a net operating surplus of \$243,285 which was \$292,729 better than budgeted. Operating revenues were over budget by \$73,497 mainly due to a Caldera expansion payment, interest income, and positive variances in design review and park reservations. These positive variances were partially offset by shortfalls in special program revenue and event space rental. Year-to-date MPP and RPP revenues are at 100% and 100.1% of their respective annual goal. Salaries & burden were under budget by a combined \$159,149 due to open f/t and p/t positions in the first half of the year. \$459,699 has been earned in interest income year-to-date in the operating and reserve accounts. As of August 31, 2023, there was a combined operating and non-operating surplus of \$1,744,504 which was \$567,131 better than budget.

Balance Sheet/Investments

Total assets as of August 31, 2023, were \$37,751,546. Cash and investments totaled \$16,190,335, a decrease of \$539,449 from July. As of the end of August there was \$15,962,607 invested in FIW money market fund and US Treasuries with durations between 90-day and 2-year and a yield of 5.02%. Receivables for owner's fees (maintenance fund, storage space, fines) and RPP payment plans were \$144,369. There is \$90,000 in reserve for uncollectible accounts against owners' receivables. In September a payment was received from an owner in collections that reduced the overall receivable due by \$22,266. Construction in progress included work on the new Public Safety Campus.

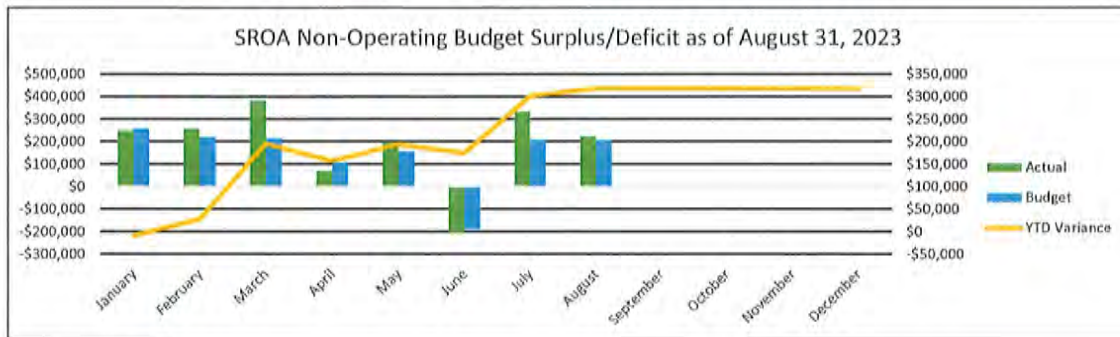
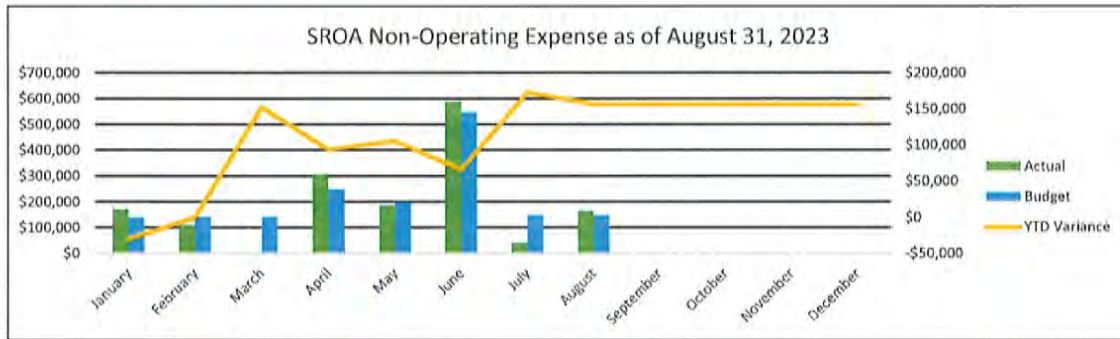
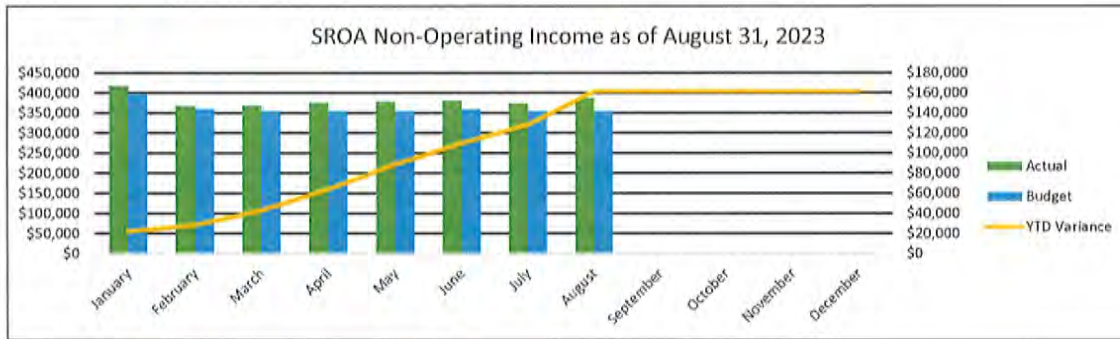
SROA Operating Income Statement as of August 31, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ASSESSMENTS	\$656,469	\$656,461	\$8	\$5,251,753	\$5,251,691	\$62
PROGRAM REVENUE	\$625,712	\$711,797	-\$86,085	\$3,524,696	\$3,604,306	-\$79,610
INTEREST INCOME - OPERATING	\$19,361	\$6,000	\$13,361	\$181,038	\$84,500	\$96,538
OTHER INCOME	\$12,868	\$11,450	\$1,418	\$193,888	\$137,381	\$56,507
Total Revenue	\$1,314,410	\$1,385,708	-\$71,298	\$9,151,375	\$9,077,878	\$73,497
Department Expenses						
SALARIES	\$451,255	\$453,483	\$2,228	\$2,978,641	\$3,093,448	\$114,807
BURDEN	\$130,935	\$137,539	\$6,604	\$927,724	\$972,066	\$44,342
MATERIALS & SERVICES	\$241,781	\$236,037	-\$5,744	\$1,873,366	\$1,952,864	\$79,498
Total Department Expenses	\$823,971	\$827,059	-\$3,088	\$5,779,731	\$6,018,378	\$238,647
Non-Department Expenses						
INSURANCE & LEGAL	\$64,017	\$58,333	-\$5,684	\$486,914	\$466,664	-\$20,250
OTHER EXPENSES	\$13,337	\$13,333	-\$4	\$105,827	\$106,664	\$837
RSRV FUND CONTRIBUTION	\$316,952	\$316,952	\$0	\$2,535,618	\$2,535,616	-\$2
Total Non-Department Expenses	\$394,306	\$388,618	-\$5,688	\$3,128,359	\$3,108,944	-\$19,415
Total Operating Revenue & Expenses						
Total Operating Revenue	\$1,314,410	\$1,385,708	-\$71,298	\$9,151,375	\$9,077,878	\$73,497
Total Operating Expenses	\$1,218,277	\$1,215,677	-\$2,600	\$8,908,090	\$9,127,322	\$219,232
Operating Budget Surplus / (Deficit)	\$96,133	\$170,031	-\$73,898	\$243,285	-\$49,444	\$292,729



SROA Non-Operating Income Statement as of August 31, 2023

Non-Operating Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INTEREST INCOME - SKY PARK	\$163	\$0	\$163	\$572	\$0	\$572
SKY PARK ASSESSMENT	\$1,729	\$1,729	\$0	\$13,832	\$13,832	\$0
INTEREST INCOME - CAS	\$47,483	\$16,000	\$31,483	\$278,661	\$140,617	\$138,044
SPECIAL ASSESSMENT	\$21,045	\$19,250	\$1,795	\$220,726	\$197,750	\$22,976
REGULAR REPLACEMENT RESERVE	\$316,952	\$316,952	\$0	\$2,535,618	\$2,535,618	\$0
Total Revenue	\$387,372	\$353,931	\$33,441	\$3,049,409	\$2,887,817	\$161,592
Non-Operating Expenses						
DEPRECIATION	\$142,432	\$146,025	\$3,593	\$1,128,104	\$1,145,200	\$17,096
GAIN/LOSS ON SALE OF ASSET	\$0	\$0	\$0	-\$44,000	\$0	-\$949
SKY PARK EXPENSES	\$0	\$0	\$0	\$949	\$0	-\$949
RESERVE BANK CHARGES	\$1,519	\$1,200	-\$319	\$10,772	\$9,800	-\$972
LADDER FUEL REDUCTION	\$0	\$0	\$0	-\$79,088	\$0	\$79,088
ROAD & PATHWAY PROJECT	\$19,285	\$0	-\$19,285	\$605,601	\$550,000	-\$55,601
GRANT REVENUE	\$0	\$0	\$0	-\$74,148	\$0	\$74,148
OTHER RESERVE EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$163,236	\$147,225	-\$16,011	\$1,548,190	\$1,705,000	\$112,810
Other Reserve Expense						
Total Non-Operating Revenue	\$387,372	\$353,931	\$33,441	\$3,049,409	\$2,887,817	\$161,592
Total Non-Operating Expenses	\$163,236	\$147,225	-\$16,011	\$1,548,190	\$1,705,000	\$112,810
Non-Op Budget Surplus / (Deficit)	\$224,136	\$206,706	\$17,430	\$1,501,219	\$1,182,817	\$274,402
Oper & Non-Oper Surplus / (Deficit)	\$320,269	\$376,737	-\$56,468	\$1,744,504	\$1,133,373	\$567,131



SROA Balance Sheet as of August 31, 2023

Assets

Accounts	Current Month	Previous Month	Change in Balance	Comments
CASH & INVESTMENTS				
OPERATING FUND - UNRESTRICTED	\$3,011,951	\$3,931,930	-\$919,979	Operations & Mon
OPER. RESERVE FUND - RESTRICTED	\$1,351,028	\$1,346,355	\$4,673	
RESERVE FUND - RESTRICTED	\$11,685,405	\$11,322,489	\$362,916	Transfer from operations
SHARC RESERVE FUND - RESTRICTED	\$141,951	\$129,010	\$12,941	
TOTAL CASH AND INVESTMENTS	\$16,190,335	\$16,729,784	-\$539,449	
RECEIVABLES				
A/R MISC	\$12,938	-\$542	\$13,480	Jobe Fortner tickets
NSF CHECKS	\$0	\$0	\$0	
MAINT FUND RECEIVABLES	\$142,794	\$139,027	\$3,767	
A/R RECREATION RECEIVABLES	\$1,575	\$160,808	-\$159,233	
CABLE TV ROW FEE RECEIVABLE	\$0	\$0	\$0	
DUE FROM SSD	\$5,262	\$32,500	-\$27,238	Working on new fuel system
RESERVE - UNCOLLECTIBLES	-\$90,000	-\$90,000	\$0	
TOTAL RECEIVABLES	\$72,569	\$241,793	-\$169,224	
INVENTORY				
FUEL INVENTORY	\$26,390	\$6,390	\$20,000	
MERCHANDISE INVENTORY	\$55,799	\$53,962	\$1,837	
TOTAL INVENTORY	\$82,189	\$60,353	\$21,836	
FIXED ASSETS				
REAL PROPERTY	\$28,492,210	\$28,492,210	\$0	
CAPITAL EQUIPMENT	\$7,770,578	\$7,770,578	\$0	
CONSTRUCTION IN PROGRESS	\$1,142,951	\$742,305	\$400,646	Public safety campus
ACCUMULATED DEPRECIATION	-\$16,274,115	-\$16,131,682	-\$142,433	
TOTAL FIXED ASSETS	\$21,131,625	\$20,873,411	\$258,214	
OTHER ASSETS				
PREPAID INSURANCE	\$185,327	\$239,296	-\$53,969	
OTHER PREPAID EXPENSES	\$89,502	\$106,911	-\$17,409	
TOTAL OTHER ASSETS	\$274,828	\$346,207	-\$71,379	
TOTAL ASSETS	\$37,751,546	\$38,251,547	-\$500,001	

SROA Balance Sheet as of August 31, 2023

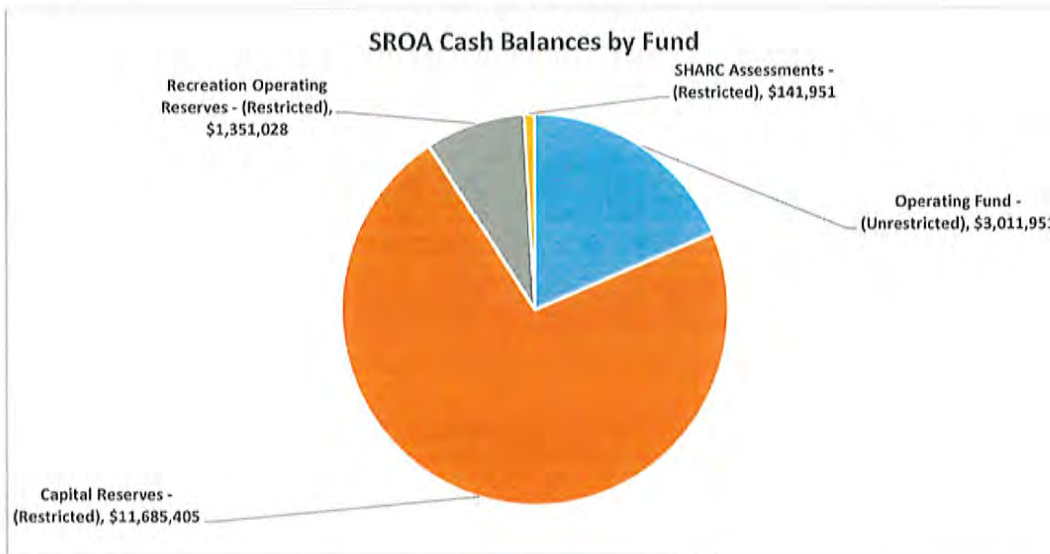
Liabilities				
Accounts	Current Month	Previous Month	Change in Balance	Comments
ACCOUNTS PAYABLE	\$107,937	\$199,120	-\$91,183	
ACCRUED LIABILITIES				
VACATION PAY	\$226,472	\$232,348	-\$5,876	
PAYROLL TAXES AND BENEFITS	\$248,288	\$258,147	-\$9,859	
TOTAL ACCRUED LIABILITIES	\$474,759	\$490,494	-\$15,735	
DEPOSITS				
LEASE	\$7,500	\$7,500	\$0	
ESCROW, SHARC RENTAL	\$175,985	\$174,370	\$1,615	
TOTAL DEPOSITS	\$183,485	\$181,870	\$1,615	
DEFERRED REVENUE				
DEF REV - MAINTENANCE FUND	\$1,966,802	\$2,429,917	-\$463,115	Monthly recognition of revenue
DEF REV - MEMBER PREFERENCE	\$197,803	\$235,892	-\$38,089	Monthly recognition of revenue
DEF REV - RECREATION PLUS	\$829,590	\$1,035,150	-\$205,560	Monthly recognition of revenue
DEF REV - CAMP	\$5,097	\$5,097	\$0	
DEF REV - GIFT CARD	\$7,104	\$7,024	\$80	
DEF REV - RV STORAGE	\$84,979	\$93,261	-\$8,282	Monthly recognition of revenue
DEF REV - SPECIAL ASSESSMENT	\$0	\$0	\$0	
TOTAL DEFERRED REVENUE	\$3,091,375	\$3,806,340	-\$714,965	
TOTAL LIABILITIES	\$3,857,556	\$4,677,825	-\$820,269	
RETAINED EARNINGS				
SURPLUS/(DEFICIT) CURR YR	\$32,149,486	\$32,149,486	\$0	
TOTAL RETAINED EARNINGS	\$1,744,504	\$1,424,237	\$320,267	
TOTAL RETAINED EARNINGS	\$33,893,990	\$33,573,723	\$320,267	
TOTAL LIABILITIES AND RETAINED EARNINGS	\$37,751,546	\$38,251,547	-\$500,001	

SROA Cash Balances as of Aug 31, 2023

Fund Name	This Month Balance	Last Month Balance	Change in Balance	Aug 31, 2022
Operating Fund - (Unrestricted)	\$3,011,951	\$3,931,930	-\$919,979	\$3,363,174
Capital Reserves - (Restricted)	\$11,685,405	\$11,322,489	\$362,916	\$9,024,529
Recreation Operating Reserves - (Restricted)	\$1,351,028	\$1,346,355	\$4,673	\$1,305,186
SHARC Assessments - (Restricted)	\$141,951	\$129,010	\$12,941	\$439,518
Total	\$16,190,335	\$16,729,785	-\$539,449	\$14,132,406

Account Holdings	This Month Balance	Last Month Balance	Change in Balance	Aug 31, 2022
Money Market Accounts	\$1,283,196	\$388,972	\$894,224	\$1,354,271
Cash/Sweep	\$227,728	\$411,434	-\$183,706	\$345,250
CDARS	\$0	\$0	\$0	\$1,000,153
Investments	\$14,679,411	\$15,929,379	-\$1,249,968	\$11,432,734
Total	\$16,190,335	\$16,729,785	-\$539,449	\$14,132,406

FIW Monthly Fees



SROA REVENUES Detail August 31, 2023

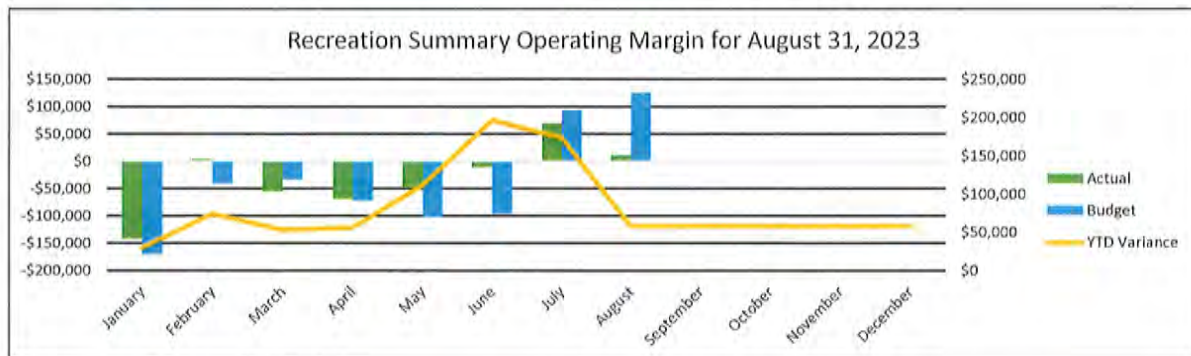
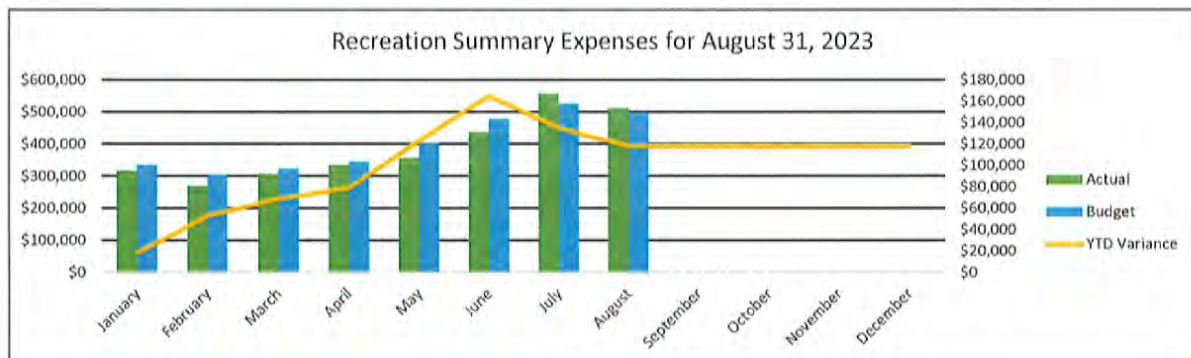
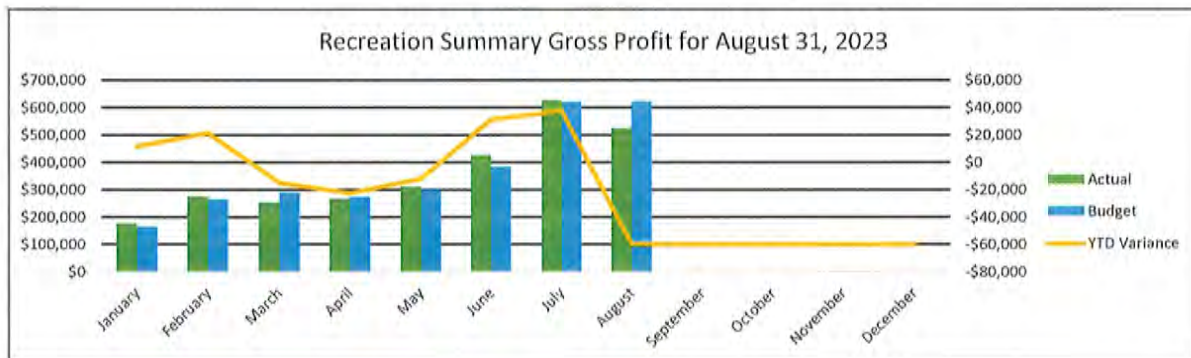
Sources of Revenue	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
REGULAR ASSESSMENTS	\$641,711	\$641,711	\$0	\$5,133,686	\$5,133,686	\$0	
RESORT ASSESSMENTS	\$9,809	\$10,308	-\$499	\$78,469	\$82,461	-\$3,992	
COMMERCIAL ASSESSMENTS	\$4,950	\$4,443	\$507	\$39,598	\$35,544	\$4,054	
SKYPARK ASSESSMENTS	\$1,729	\$1,729	\$0	\$13,832	\$13,832	\$0	
FIN CHR/LATE FEES	\$881	\$1,100	-\$219	\$11,568	\$8,800	\$2,768	
INTEREST INC - OPERATING	\$19,361	\$6,000	\$13,361	\$181,038	\$84,500	\$96,538	Higher return on investments
INTEREST INC - SKYPARK	\$163	\$0	\$163	\$572	\$0	\$572	
INTEREST INC - RESERVE	\$47,483	\$16,000	\$31,483	\$278,661	\$140,617	\$138,044	Higher return on investments
REC PROGRAMS & FEES	\$267,237	\$367,529	-\$100,292	\$897,768	\$1,017,454	-\$119,686	Concert tickets, space rental
RECREATION PLUS PROGRAM	\$212,495	\$211,047	\$1,448	\$1,674,180	\$1,673,596	\$584	99.5% of goal
MEMBER PREFERENCE	\$67,953	\$70,000	-\$2,047	\$403,265	\$403,155	\$110	95.0% of goal
SPACE RENTAL	\$17,918	\$6,929	\$10,989	\$65,938	\$55,018	\$10,920	SSD ground lease
SCENE ADVERTISING	\$20,449	\$22,000	-\$1,551	\$174,304	\$178,200	-\$3,896	
RV STORAGE	\$10,072	\$10,149	-\$77	\$72,220	\$69,192	\$3,028	
DESIGN REVIEW	\$19,275	\$10,470	\$8,805	\$105,296	\$87,341	\$17,955	SSD public safety bldg/volume of permits
CONTRACTOR REGISTRATION	\$600	\$600	\$0	\$8,400	\$13,600	-\$5,200	Building permits/contractor registrations
FINES	\$3,559	\$5,750	-\$2,191	\$29,334	\$17,850	\$11,484	Unauthorized tree removal
A/V REVENUE	\$300	\$100	\$200	\$1,575	\$800	\$775	
PARK RESERVATIONS	\$910	\$0	\$910	\$11,720	\$0	\$11,720	Ft. Rock Park Reservations
TRAIL USE FEES	\$0	\$0	\$0	\$0	\$0	\$0	
RIGHT OF WAY FEE	\$0	\$0	\$0	\$57,578	\$57,000	\$578	
SUNRIVER SERVICE DISTRICT	\$5,006	\$7,143	-\$2,137	\$79,719	\$87,180	-\$7,461	Less SSD vehicle repairs
LA PINE REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	
SPECIAL ASSESSMENTS	\$21,045	\$19,250	\$1,795	\$220,726	\$197,750	\$22,976	SHARC Payoffs
MISC INCOME	\$11,986	\$10,430	\$1,556	\$199,929	\$72,501	\$127,428	Caldera Expansion, COVA Grant for Signs
Total Revenue	\$1,384,892	\$1,422,688	-\$37,796	\$9,739,376	\$9,430,077	\$309,299	

SROA Expense Detail August 31, 2023

Expense Categories	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
ADMINISTRATION	\$97,848	\$105,937	\$8,089	\$822,782	\$852,560	\$29,778	Supply savings, timing of contract services
INSURANCE	\$47,221	\$45,833	-\$1,388	\$377,764	\$366,664	-\$11,100	New vehicles on policy, credit due
ADMINISTRATION BUILDING MAINTENANCE	\$4,060	\$5,958	\$1,898	\$37,719	\$42,510	\$4,791	
COMMUNICATIONS	\$23,685	\$29,789	\$6,104	\$214,289	\$260,026	\$45,737	Labor savings, timing of contract services payments, advertising
LEGAL	\$16,797	\$12,500	-\$4,297	\$109,150	\$100,000	-\$9,150	All invoices received ytd
NORTH POOL MAINTENANCE	\$11,515	\$5,402	-\$6,113	\$51,751	\$36,162	-\$15,589	Labor allocation
TENNIS MAINTENANCE	\$1,345	\$2,058	\$713	\$10,855	\$16,008	\$5,153	Labor allocation
PUBLIC WORKS/ROAD MAINT	\$75,517	\$88,582	\$13,065	\$727,314	\$743,685	\$16,371	Labor allocation
PATHWAY MAINTENANCE	\$2,335	\$9,185	\$6,850	\$54,648	\$71,531	\$16,883	Labor allocation, pathway supplies
PARKS MAINTENANCE	\$13,969	\$11,945	-\$2,024	\$93,651	\$87,371	-\$6,280	Labor allocation
SKYPARK	\$0	\$0	\$0	\$949	\$0	-\$949	
STORAGE YARD	\$883	\$2,435	\$1,552	\$15,573	\$18,499	\$2,926	
ROAD RESURFACING	\$0	\$5,300	\$5,300	\$14,606	\$18,980	\$4,374	Savings in contract services
SHARC MAINTENANCE	\$29,494	\$40,298	\$10,804	\$274,429	\$306,244	\$31,815	Labor allocation
NORTH POOL REC	\$55,966	\$51,634	-\$4,332	\$181,549	\$171,213	-\$10,336	P/T labor higher than budget, chemicals
TENNIS REC	\$13,550	\$18,538	\$4,988	\$43,439	\$55,351	\$11,912	P/T labor savings
RECREATION MGMT/SHARC	\$297,859	\$275,169	-\$22,690	\$1,725,652	\$1,816,902	\$91,250	Chemicals
FIRE STATION BUILDING	\$0	\$0	\$0	\$0	\$0	\$0	
COMMUNITY DEVELOPMENT	\$41,094	\$38,121	-\$2,973	\$323,362	\$305,379	-\$17,983	Additional labor to assist in department
NATURAL RESOURCES	\$31,789	\$38,714	\$6,925	\$333,365	\$364,562	\$31,197	Nature Center invoice(s) not received
FLEET SERVICES	\$59,260	\$36,410	-\$22,850	\$348,241	\$310,165	-\$38,076	Labor allocations
ACCOUNTING	\$39,803	\$38,755	-\$1,048	\$358,916	\$342,198	-\$16,718	Bank charges, collection fees
PPD DUES EXPENSE	\$13,337	\$13,333	-\$4	\$105,827	\$106,664	\$837	
DEPRECIATION	\$142,432	\$146,025	\$3,593	\$1,128,104	\$1,145,200	\$17,096	
ROAD/PATHWAY PROJECTS & LFR	\$19,285	\$0	-\$19,285	\$526,513	\$550,000	\$23,487	LFR grant received
Total Expense	\$1,039,044	\$1,021,921	-\$17,123	\$7,880,448	\$8,087,874	\$207,426	

Recreation Summary August 31, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
GATE FEE, ACCESS, PROGRAM	\$547,371	\$643,576	-\$96,205	\$2,962,431	\$3,072,705	-\$110,274
MISCELLANEOUS INCOME	\$0	\$0	\$0	-\$1	\$0	-\$1
Total Revenue	\$547,371	\$643,576	-\$96,205	\$2,962,430	\$3,072,705	-\$110,275
Cost of Goods Sold						
RECREATION COGS	\$23,999	\$22,829	-\$1,170	\$109,439	\$159,881	\$50,442
Gross Profit	\$523,372	\$620,747	-\$97,375	\$2,852,991	\$2,912,824	-\$59,833
Expense Categories						
REC ADMIN/SHARC OPERATIONS	\$297,859	\$275,169	-\$22,690	\$1,725,652	\$1,816,902	\$91,250
NORTH POOL OPERATIONS	\$55,966	\$51,634	-\$4,332	\$181,549	\$171,213	-\$10,336
TENNIS OPERATIONS	\$13,550	\$18,538	\$4,988	\$43,439	\$55,351	\$11,912
SHARC MAINTENANCE	\$29,494	\$40,298	\$10,804	\$274,429	\$306,244	\$31,815
NORTH POOL MAINTENANCE	\$11,515	\$5,402	-\$6,113	\$51,751	\$36,162	-\$15,589
TENNIS MAINTENANCE	\$1,345	\$2,058	\$713	\$10,855	\$16,008	\$5,153
DEPRECIATION	\$102,751	\$102,500	-\$251	\$808,123	\$812,000	\$3,877
Total Expenses	\$512,480	\$495,599	-\$16,881	\$3,095,798	\$3,213,880	\$118,082
Total Revenue & Expenses						
Gross Profit	\$523,372	\$620,747	-\$97,375	\$2,852,991	\$2,912,824	-\$59,833
Total Expenses	\$512,480	\$495,599	-\$16,881	\$3,095,798	\$3,213,880	\$118,082
Gross Profit - Expenses	\$10,892	\$125,148	-\$114,256	-\$242,807	-\$301,056	\$58,249



PW Summary August 31, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
PW ADMIN / ROAD MAINTENANCE	\$75,517	\$88,582	\$13,065	\$727,314	\$743,685	\$16,371
PATHWAY MAINTENANCE	\$2,335	\$9,185	\$6,850	\$54,648	\$71,531	\$16,883
PARK MAINTENANCE	\$13,969	\$11,945	-\$2,024	\$93,651	\$87,371	-\$6,280
STORAGE YARD	\$883	\$2,435	\$1,552	\$15,573	\$18,499	\$2,926
ROAD RESURFACING	\$0	\$5,300	\$5,300	\$14,606	\$18,980	\$4,374
FLEET SERVICES	\$59,260	\$36,410	-\$22,850	\$348,241	\$310,165	-\$38,076
Total Expenses	\$151,964	\$153,857	\$1,893	\$1,254,033	\$1,250,231	-\$3,802

(3)
GENERAL MANAGER
AND
DEPARTMENT REPORTS

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

SUNRIVER OWNERS ASSOCIATION
Board of Directors Meeting
September 16, 2023
General Manager's August 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; TRT funds/statute analysis; SROA election/email issues, fine/fee lawsuits and more.
- Work with SROA collections legal counsel regarding owner non-payment of fees/fines, as well as proceeding with on-going 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 as necessary: Owner Enrichment Committee; Covenants Committee; Finance Committee; Design Committee and, Dog Park Task Force.
- Finalize lot line adjustment for new Public Works building – to obtain building permits.
- Meet with architects to discuss future remodeling at SROA Administration building and SHARC.
- Participated in on-going Central Oregon Regional Community and Economic Development Strategy meeting as part of COIC steering committee – now called the Newberry Partnership Strategic Action Plan.
- Attended special Board meetings regarding election/email/Board position issues.
- Discussed multiple HR issues with SROA HR Director and Legal Counsel – including employee discipline and Paid Leave Oregon policies.
- Ongoing/regular 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.
- Conduct first Strategic Plan 2030 Task Force meeting.

▪ **Accounting:**

- Presented the unaudited financial statements for the month-ended 7/31/23.
- Worked with SSD on accounting/HR transition.
- Worked with collection attorney on several files.
- Worked with onsite reserve specialist.

- Developed and distributed 2024 budget packets to department heads.
- **IT:**
 - Outages:
 - This was not an outage to SROA but SROA was involved in fixing / help the resolution of the fiber outage from SROA Admin to the Fire Station
 - TDS repaired the connectivity to the fire station.
 - Contractor repaired the multimode fiber back from the fire station to the police.
 - SROA determines to not to fix the single mode fiber to the fire station for the telephone.
 - Information Technology
 - Removed Old PBX servers and host servers.
 - Implemented monthly file/server restores for disaster recovery planning.
 - Established new courtesy pricing from TDS on circuits through FTH project.
 - Researched application for GPS directions via a QR Code on new kiosks.
 - Network Mapping
 - Identified a color code for mapping the network with SROA, Guest, AV, Credit Card, and Camera networks in the wire closets.
 - Presented a high-level network map of fiber between the SROA buildings.
 - Security/Compliance
 - First quarterly vulnerability scan was performed with no significant concerns.
 - SROA Database/GIS
 - Creating SROA citation notification digitally thereby replacing paper citations.
 - Updated Vehicle Database interface.
 - Uploaded all fuel system cards to new interface – new equipment.
 - Accounting/Finance/Administrative
 - Data extraction for SSD payroll.
 - SHARC
 - Removed all legacy television equipment from fitness closet.
 - Public Works
 - New fuel system.
 - Replaced Davis Weather station.
- **Communications:**
 - Scene:
 - August Scene advertising was \$19,927 (\$19,310 in 2022).
 - There were 274 reads of the August online Scene. Included one reader from Italy.
 - Web sites / Social media: In the past 30 days...
 - SROA: Top pages included pickleball, weather and member preference.
 - SHARC: Top pages included recreation swim, calendar and plan your visit.

- Social: Promoted Jobe Fortner concert and promo party, Sunriver Slam pickleball tournament.
- August eblasts included information about ballot results, ticketed concert, upcoming pickleball tournament and Uncorked.
- Projects:
 - Began marketing for SROA Uncorked event in September.
 - Collaborating with area stakeholders to message safety, viewing areas, etc. related to the October 14 annular eclipse.
 - Working on 2024 Communications budget.
 - Continue to work on the design for a new map that will be part of the replacement of all current pathway kiosks.
 - Susan continues to work in the office part-time – and work remotely as needed – while her husband remains in the hospital. Shae and Kristine have done an excellent job holding down the fort in her absence.
- **Community Development:**
 - Design Committee meetings are continuing to occur on a regular schedule, with multiple items on each agenda – the two August meetings had a total of 3 items (combined – 2 and 1).
 - There are currently approximately 293 active projects/building permits (up by 1 from the previous month of August).
 - The number of applications submitted in August was down from the same month in 2022 – from 134 in 2022 to 115 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 ladder fuels reduction (LFR) 2nd violations.
 - Prepared and mailed noxious weed violations.
 - Pulled noxious weeds on commons.
 - Provided noxious weed identification guidance on private properties.
 - Continued 2023 LFR and tree thinning on commons.
 - Thanks to over 45 volunteers, the August 2023 War on Weeds event was a great success!
 - Participated in Magistrate hearings on LFR violations.
- **Public Works:**
 - Parks/Commons/Tennis
 - Ongoing daily trashing rounds, restroom cleaning, sport court prep and maintenance.
 - Managing all landscaping contractors for SROA.

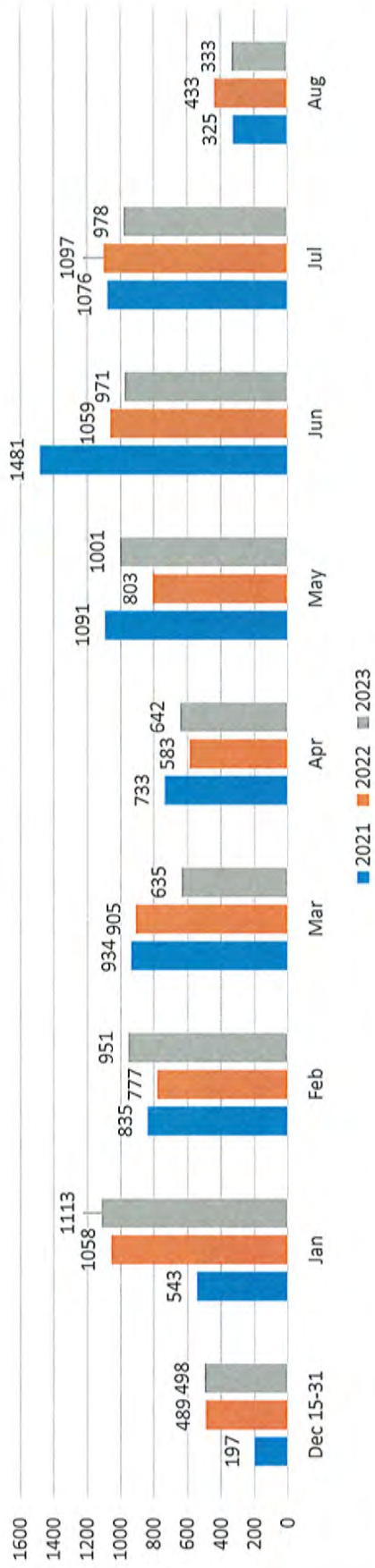
- Meet with owners at Winners Circle about possible amenities to removed tennis court area.
- Pathway/Roads
 - Full round of ladder fuels chipped.
 - Contractor selected for fall road projects.
- Fleet
 - Annual servicing pump test and repairs to SRFD pumper truck.
 - Refitted two PW trucks to haul removed material from the round house.
- Facilities/Aquatics:
 - SHARC
 - Spa filter repairs.
 - Researching options to automate HVAC systems to filter smoke better in the indoor pool.
 - Full force summer operations.
 - Helped with concert.
 - Anderson Pools needs to repair expansion joint that failed under warranty this will require shutting down and draining the indoor pool.
 - MEMBERS POOL
 - Anderson Pools/Pacific warranty items still in process. Anderson Pools needs to repair several items at member, this has been ongoing for 2 years now.
 - All pools and facilities are working at speed.
- Public Works Building:
 - Started weekly meetings with the PW Building contractor (Wolf C/D).
 - Moving all Operations team from Round House to the Annex Building.
 - Round House and attached building have been demolished and removed by PW staff.
 - Trees and stumps removal and site grubbing has also been completed by PW staff.
 - Lot line adjust complete.
 - Most building permits have been released.
 - SROA PW is completing most of the building prep work and relocating several of the utilities. The budget for this project is very tight with little contingency, so any part of this project we can complete in-house will help us get it closer to budget.
- Miscellaneous/Other:
 - Interview and recruiting for PW openings.
 - Hired Katie Wright as a PW Tech.
 - PW is still down three team members with two expected to return in October. The team is holding together very well, but starting to become thread bearing as they try to cover 7-day operations as well working on the new building.
 - I would like to recognize Cory Farnworth for his help and expertise related to the demo/building prep for the PW building project.

- **Recreation:**
 - Sales – August YTD
 - 7,194 Memberships (MPP) purchased 2023 YTD vs 2022 year-end 7,417.
 - 914 homes are enrolled for 2023 RPP, 10 below 2022 year-end total.
 - August 2023 SHARC saw 43,370 visits vs. August 2022 at 47,842; 2019 *unrestricted* access was 63,291. There were some closures in August 2023 for smoke – in comparison, there were no closures in August 2022 for smoke, just September.
 - 2023 Member Pool saw 5,108 visits vs. 2022 at 7,063. Again, there were closures for smoke in August 2023 but none in August 2022.
 - Operations
 - Tough month with cold temperatures and smoke. We had 12 out of the 31 days that required some limited operations, 2 of those days were Full Aquatics closure - the fitness center remained opened daily.
 - Sunriver Slam Pickleball Tournament has 176 entries (entries taken in August) scheduled for this weekend (9/15-17)
 - Team Cup Challenge Tennis (entries in August) 300 players 9/8-9/10
 - Ticketed Concert wasn't well attended but all had a wonderful time.
 - Events focused on Uncorked and new Fall Sip Sip Soirée programs along with continuing overall event marketing.
 - Post Labor Day Operational Schedule: Outdoor weekend Recreational Swim and possible weekday afternoons weather permitting. Member Pool Lap Swim 7-9am daily through September.
 - Staffing
 - Seasonal staff reduction due to return to school.
 - New employee, Sammie Tirrill, a summer seasonal associate, accepted FT year-round front desk associate position.
- **Board Tasks for August:**
 - There will not be an Executive Session at either the September 15th Work Session or the September 16th Business Meeting.

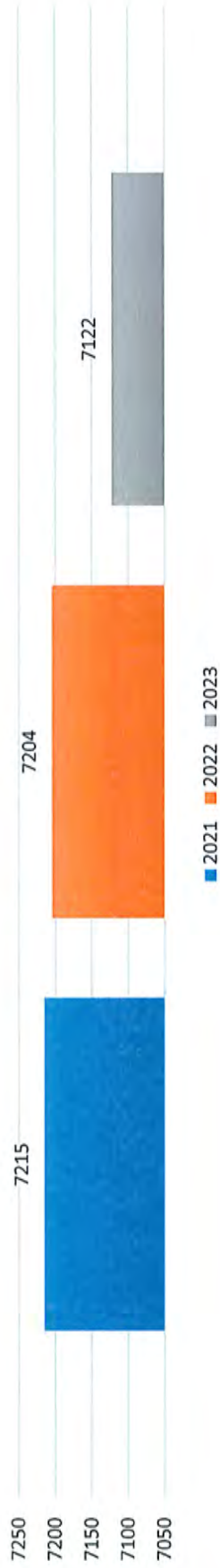
To: SROA Board of Directors
 From: KEITH KESSARIS
 Subject: August 2023 MEMBERSHIP SALES and ADMISSIONS ATTENDANCE

Membership Units Issued - Highlights

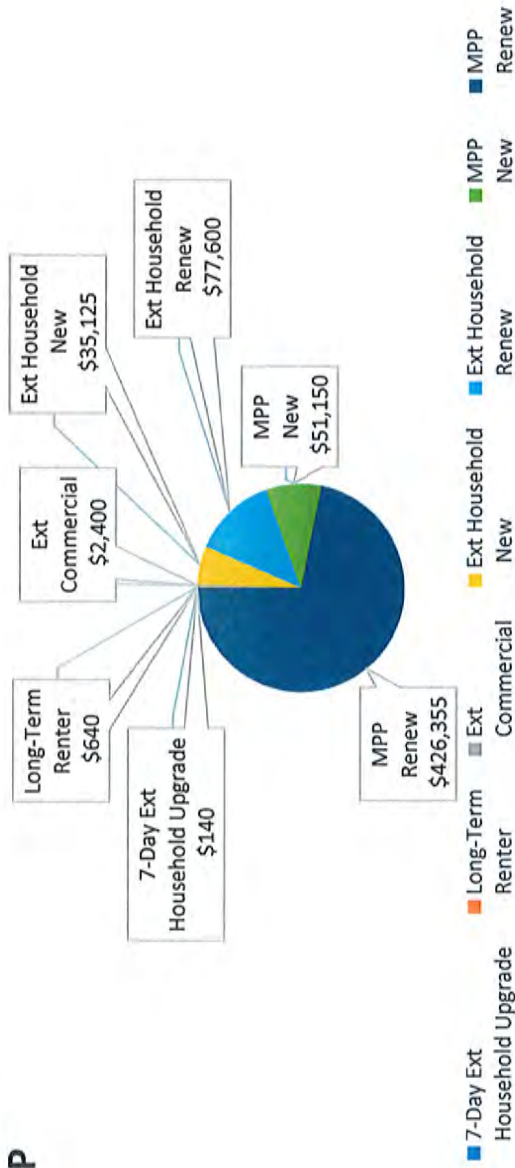
2021-2023 MPP Passes Issued By Month



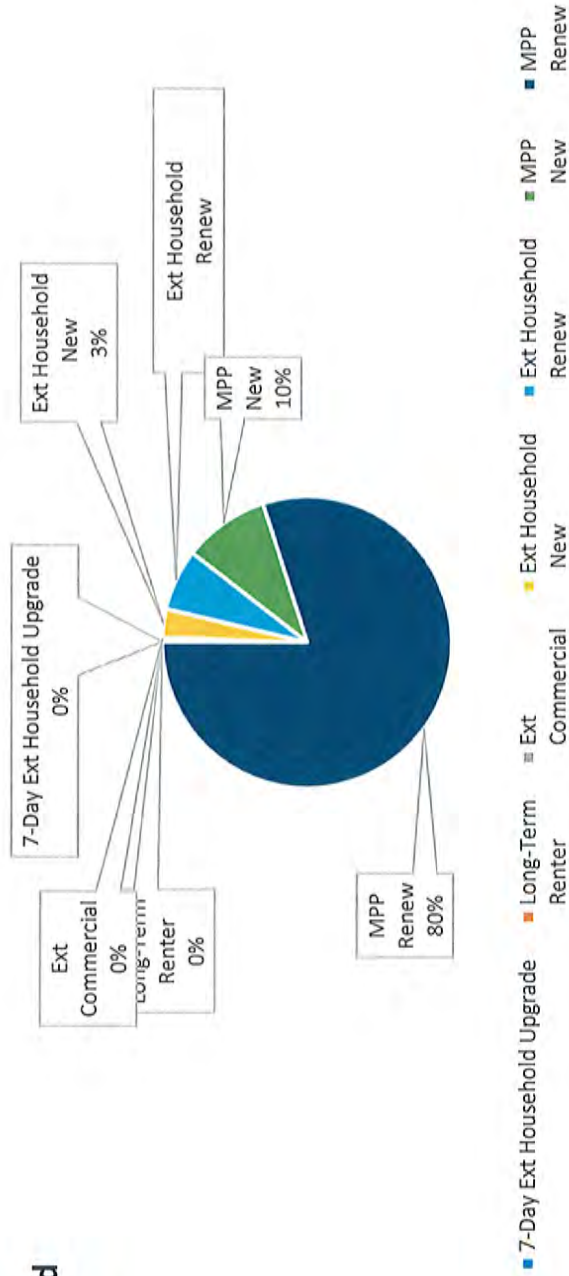
2021-2023 YTD MPP Total Passes Issued



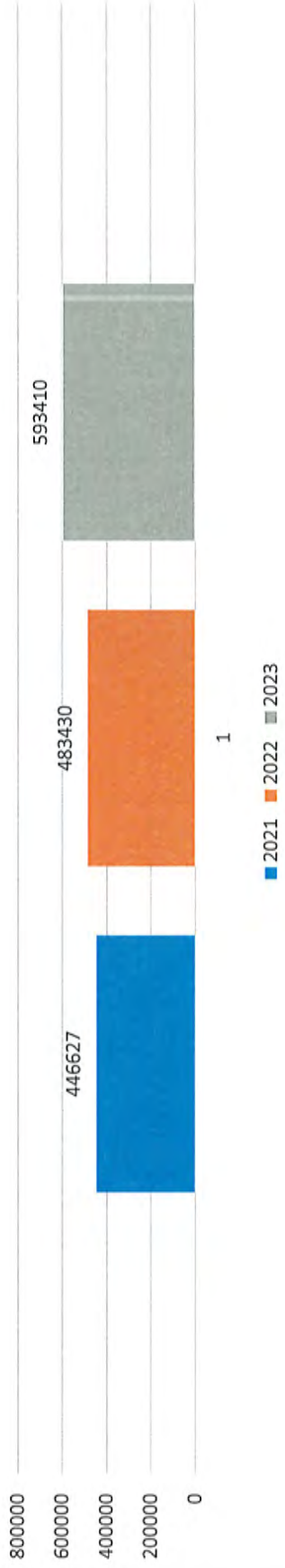
2023 YTD MPP Income % of Total



2023 YTD Passes Issued % of Total



2021-2023 YPT MPP Total Income



SROA Admissions Model Workgroup Monthly Recap: August 31, 2023

<u>Member Preference Membership issued - YTD as of:</u>			2023 vs 2022
	8/31/2023	8/31/2022	Variance
Member Preference - Sold YTD 2023 (New) (+ 63 in Aug 23')	682	664	18
Member Preference - Sold YTD 2023 (Re-new) (+ 240 in Aug 23')	5,696	5,774	-78
Member Preference - Sold YTD (New & Re-New)	6,378	6,438	-60
All membership including Extended Household/Commercial	7,180	7,205	-25
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
	8/31/2023	8/31/2022	Variance
Rec Plus Renewals (+ 0 in Aug 23'; + 0 in 22')	856	805	51
Rec Plus New (+ 2 in Aug 23'; +2 in 22')	62	112	-50
	918	917	1

<u>2023 Recreation Program Sales YTD by bedroom</u>			
8/31/2023	New	Re-new	
One Bedrooms (4 cards, \$1,260)	0	15	
Two Bedrooms (6 cards, \$1,890)	13	134	
Three Bedrooms (8 cards, \$2,520)	25	397	
Four Bedrooms (10 cards, \$3,150) (+ 2 in July)	17	214	
Five Bedrooms (12 cards, \$3,780)	5	74	
SSD Purchase	1		
Six Bedrooms (14 cards, \$4,410)	1	13	
Seven Bedrooms (16 cards, \$5,040)	0	6	
Eight Bedrooms (18 cards, \$5,670)	0	3	
2023 YTD Total + 1 SSD Purchase	62	856	918
2022 YTD Total	103	803	906

<u>2023 & 2022 Recreation Program Sales YTD by type</u>	8/31/2023	8/31/2022	2022 Totals
RPP's by Individual Property Owners	313	281	283
RPP's by Property Managers/Condo Assoc's	605	636	641
RPP Total - Prop Owners & Prop Mgrs.	918	917	924

Facility - Event Space Rental/A/V/Linens/Bar Sales YTD vs Budget	(\$65,107)	YTD Sales Total	\$41,393
2023 Event Space Rental/A/V/Linens/Bar - Annual Budget	\$128,500		
YTD % of Annual Budget	32.2%		

Total overall admissions @ SHARC

Daily Admission Highlights:

	2023 August	2022 August	2023 Aug vs 2022 Aug
Member Preference	4,006	3,760	246
Member Guest \$ (60% discount off Gate price)	250	221	29
Extended Family (Annual)	410	520	-110
Recreation Plus	31,067	33,516	-2,449
Gate Admission	4,864	5,952	-1,088
Central Oregon Sundays - Off-Season only for 2023	0	499	-499

YTD Total SHARC Admissions - through 08/31

2023	2022	2023 vs 2022
176,454	168,157	8,297

	2023	2022
Member Guest Passes issued through 08/31	47,820	54,158
Guest Passes redeemed at SHARC	9,634	9,549
Guest Passes redeemed at North Pool through 08/31	3,946	4,272

	2023 YTD	2022 YTD	23 vs '22 Tot
Member Pool Attendance	17,137	18,101	-964

2023 YTD Net Profit Tennis/Pickleball (\$81K rev -\$50,5K exp)	\$30,436
YTD Net Profit vs Budget - Tennis/Pickleball	\$35,152

2023 Recreation Budget Goals/Year-end Totals	Total Budget	YTD Revenue 08/31/23	YTD % of Annual Budget
Note: Annual MPP, Ext. Household, Ext. Comm - Budget is:	\$600,955	\$601,068	100.0%
Note: Annual Recreation Plus Budget is:	\$2,452,233	\$2,455,254	100.1%
Note: Annual Gate Budget is:	\$587,050	\$528,357	90.0%

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: September 11, 2023 by: Keith Kessarlis

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

Ladder Fuels Reduction (LFR) Program	Current Month	Year to Date (YTD)	Previous YTD
Permits issued*	64	1,026	716
Courtesy letters	0	601	325
Advisory – Deficiency letters	0	132	64
Advisory – Deficiency postcards	0	129	63
Notice of Deficiency letters	0	115	51
Notice of Violations	30	91	23
Inspections completed (Final & Fall LFR, MPB, etc.)	82	287	508
Other letters/postcards	0	475	1,998
Noxious Weeds Program			
Courtesy letters	0	408	367
Notice of Deficiency letters	0	108	154
Reminder – Deficiency postcards	0	0	120
Notice of Violations	10	10	17
Inspections completed	134	1,172	1,164
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	8	218	167

Department Highlights:

- Prepared and mailed ladder fuels reduction (LFR) 2nd violations.
- Prepared and mailed noxious weed violations.
- Pulled noxious weeds on commons.
- Provided noxious weed identification guidance on private properties.
- Continued 2023 LFR and tree thinning on commons.
- Thanks to over 45 volunteers, the August 2023 War on Weeds event was a great success!

(4)
LIAISON & COMMITTEE REPORTS

MEETING MINUTES

Design

Finance

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

Covenants (No meeting in Sept.)

Design (Meet twice a month)

Finance (Met on Sept. 14th)

Nominating (Met on Sept 5th)

**Owner Enrichment Committee
(Meet again in Sept.)**



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
AUGUST 25, 2023**

PRESENT: Curt Wolf, Chairperson; Steve Bosson, Richard Look, Bev Cook, Mary Beth Collon, Mark Feirer

ALSO PRESENT: Keith Kessar, Asst. General Manager; Scott Gillies, Board Liaison

Design Committee Chair, Curt Wolf called the meeting to order at 10:30 a.m. The minutes of the 8/11/23 meeting were approved.

ADDITION/ALTERATION

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 below. **All Sections noted in the following decision reference the Design Committee Manual dated 12/19/20 (DCM).**

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. Hot tub shall not be visible from roadways, bike paths, other lots and residences per Section 17.10 of the DCM. Correct with enclosure wall extension and/gate.
 - c. Property lines shall be identified using a solid line per Form D checklist.
 - d. Remove portions of the driveway that encroach into the side yard setback as required by Section 13.06.2 of the DCM.
 - e. The walkway from the driveway to the trash enclosure shall be shown per Sections 12.09.5 and 21.08 of the DCM.
 - f. Indicate dimensions of trash enclosure.
 - g. New a/c location appears to encroach into the side yard setback. Correct location of a/c as necessary.
 - h. Note ridge height and roof slopes on all elevations per Form D. Ridge height of existing structure is noted on sheet A4.0 and roof slopes are noted on sheet A5.0.
 - i. Provide a landscape plan for excavated berm area.

2. Prior to installation provide a complete colors/materials board for full Committee administrative review.
3. Prior to completion of this project, the following items shall be completed:
 - a. Remove all encroachments on SROA commons including sprinkler system per Section 13.06.5 of the DCM.
 - b. The house number shall be located under a light source or on a post at the lane per Section 29.07 of the DCM.
4. The following items are recommendations for the applicant to consider:
 - a. Remove all wire enclosures of all plants other than potted plants along rear patio.
 - b. Paint entire house.
5. **NOTE: Lot coverage is being reduced to roughly 37% and is approved by the Design Committee.**

PRELIMINARY NEW CONSTRUCTION

Lot #3 Catkin 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 below. **All Sections noted in the following decision reference the Design Committee Manual rev. 6/15/23.**

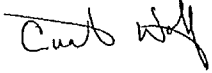
Preliminarily approved subject to the following conditions:

This decision relates solely to the preliminary submittal of the project plans. (See DCM 6.05(b)(2)). Additional conditions of approval may be required upon submittal of the project plans for Final Review. In addition to the requirements set forth on FORM D "Project Application for Type 3 Final Review," each of which must be satisfied upon submittal of the plans for Final Review (See DCM 6.05(c)(4)(a)), the following are some of the items that have come to the attention of the Committee at this preliminary stage and must be successfully addressed upon submittal of the project plans for Final Review (See DCM 6.05(c)(4)(b)):

- 1) The line work on the Site Plan does not correlate with the Legends on the Site Plan.
- 2) While the property pins have been located and exposed, and identified on the Site Plan, the property lines as drawn on the Site Plan do not line up correctly with the property pins as located on the Site Plan.
- 3) Portions of the proposed construction staging area on the Site Plan fall outside of the proposed driveway footprint. The construction staging area must be fully located within the existing or proposed driveway only. (See DCM 2.05(d)(3)).
- 4) A dotted red contour line without elevations appears on the Site Plan but has no corresponding explanation on the Legend.
- 5) The "Building Height Calculations" explanatory notation on the Site Plan inaccurately refers to the Caldera Springs ARC ridge height calculation formulas. (See DCM 3.02(c)).
- 6) The Site Plan does not accurately depict the dimensions of the Common Area surrounding the lot. These dimensions are used to determine the rear setback. The minimum rear setback is 3'. (See DCM 3.02(d)(1)(c)).
- 7) Provide a tabulation of all areas that comprise the Lot Coverage Calculation of 34.9%, including trellises.
- 8) The "Bonus Room" on the second floor is deemed to be a sleeping area. Therefore, the driveway must accommodate six 10x20 parking spaces. (See DCM 3.04(b)(2)).

- 9) The trash enclosure shall be large enough to accommodate three 32-gallon trash/recycling cans and there shall be a walkway from the driveway to the trash/recycling enclosure. (See DCM 3.15(b)(2)(a), (e)).
- 10) Clarify the roof structure over the trash enclosure.

Respectfully submitted,



Curt Wolf
Design Committee Chair

electronic signature used with permission

Finance Committee Minutes
August 17, 2023
SROA Board Room

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

Alternate Members Present: Betsey Nelson, Steve Murray

Staff Present: Joe Healy, James Lewis

Clark Pederson called the meeting to order at 9:00 a.m.

Approve Minutes from July 13, 2023

The Committee unanimously approved the Finance Committee minutes of July 13, 2023, with corrections.

Review of July 15, 2023 SROA Board Actions

There were no comments on the July 15, 2023 Board Action Items.

Approve July 31, 2023 Unaudited Financial Statements

For the month ended July 31, 2023, there was a net operating surplus of \$39,991 which was \$15,435 better than the budget. Operating revenues were over budget by \$51,374. The positive variance was mainly related to SHARC gate admissions, interest income and an assessed fine for unauthorized tree removal. Salaries and burden were over budget by a combined \$11,145 mainly due to a fully staffed recreation department with p/t and f/t positions. Materials & services were over budget by \$18,145 for the month due to a long month-end close and legal fees associated with four owner accounts in different stages of collections.

Through the first seven months of 2023, there was a net operating surplus of \$147,152 which was \$366,628 better than budgeted. Operating revenues were over budget by \$144,796 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 95.0% and 99.8% of their respective annual goal. Salaries & burden were under budget by a combined \$150,317 due to open f/t and p/t positions in the first half of the year. \$392,855 has been earned in interest income year-to-date in the operating and reserve accounts. The ladder fuel grant reimbursing SROA expenditures of \$173,262 was received in July. As of July 31, 2023, there was a combined operating and non-operating surplus of \$1,424,236 which was \$623,601 better than budget.

Total assets as of July 31, 2023, were \$38,251,547. Cash and investments totaled \$16,729,784, a decrease of \$36,923 from June. As of the end of July there was \$15,929,379 invested in US Treasuries with durations between 90-day and 2-year and average yield of 4.56%. Receivables for owner's fees (maintenance fund, storage space, fines) and RPP payment plans were \$139,027 and \$160,808 respectively with \$90,000 in reserve for uncollectible accounts against owners' receivables. The third and final installment for the RPP cards was due August 1st. Construction in Progress included design work on the public works yard and IT equipment.

Cash Flow Update

As of July 31, 2023, there was \$16,729,784 in total cash and investments of which \$3,931,930 was in the operating fund.

2024 Budget Schedule

The Committee received the 2024 budget calendar. Clark Pederson commented on the importance of attending the September 14th Board work session for the department head presentation on budget opportunities and challenges either in person or on YouTube.

The meeting adjourned at 9:55AM

The next Finance Committee meeting is set for September 14, 2023 at 9AM

Submitted by Joe Healy

(5)

SUNRIVER SERVICE DISTRICT REPORTS

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



SUNRIVER FIRE DEPARTMENT / Memorandum

Date: September 11, 2023
To: SSD Board of Directors
From: Bill Boos, Fire Chief

Subject: **SSD Board Meeting – September 14, 2023**

Calls for Service:

- Emergency Response Update

Administrative Update:

- I have met with all the staff one on one to find out their needs, the department's needs and what we are good at.
- We met with SDAO regarding HR and Board Training. SDAO has a lot of information to help the Fire Department and Police Department with HR needs and training.
- Payroll transition was a big lift for Mindy, Dana and Katie and they did a great job. The crews are happy with the progress. After the ADP transition we need to look at a new staffing program. We will create a steering group made up of Management and Labor to look at the various staffing programs out there.
- Chief Womer and I spoke at the OSU College of Engineering about safety considerations in SR.
- Crews are doing well with the new construction.

Operations Update:

- Monthly Training/Fire – Company Training, EMS
- There was a cardiac arrest at the Crosswater golf course. Thanks to the quick response of Sunriver Staff and LaPine Fire Department. The patient survived. Sunriver hosted a BBQ recognizing all the people who helped with the incident.
- Evan Allen our new Firefighter/Paramedic started September 5, 2023.
- Wildfire Update
 - Bensel Fire
 - Pete's Lake Fire
 - I attended the daily briefings and cooperators meetings for the Pete's Lake fire.
- Deschutes County is looking at an annunciator air raid siren. Sunriver might be one of the pilot programs.

SUNRIVER FIRE DEPARTMENT DASHBOARD

Community ~ Honor ~ Integrity ~ Pride



August

Comparison Statistics

August

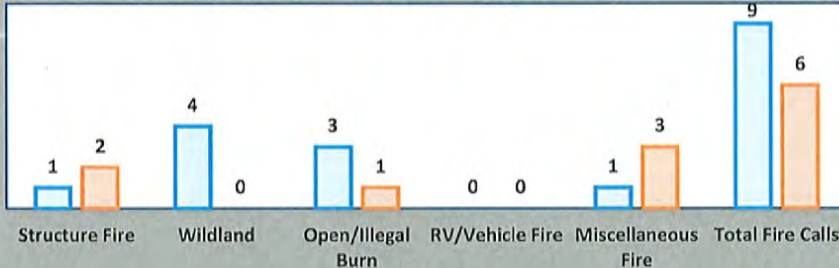
2022 2023

Total Monthly Calls

83 **66**

FIRE RESPONSES

■ 2022 ■ 2023



RESPONSE TIMES (Min:Sec)

(Min:Sec)

Turn-Out Time

(Dispatched to Enroute)

2022 2023

1:54 2:17

Response Time

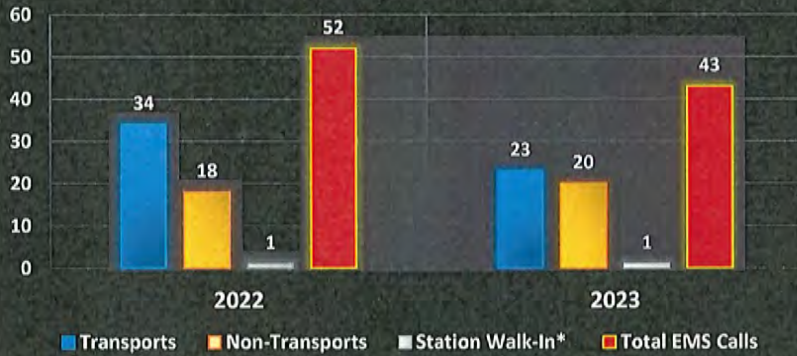
(Enroute to Arrived)

13:23 6:50

Scene to Back In-Service

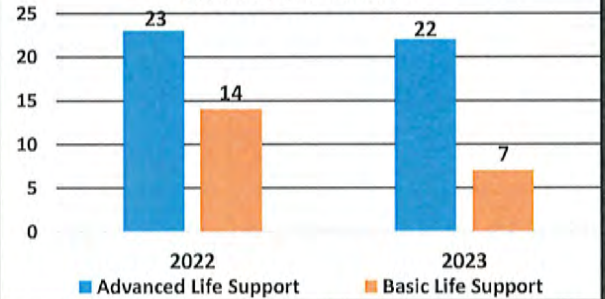
51:38 38:07

EMS RESPONSES



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

LEVEL OF CARE

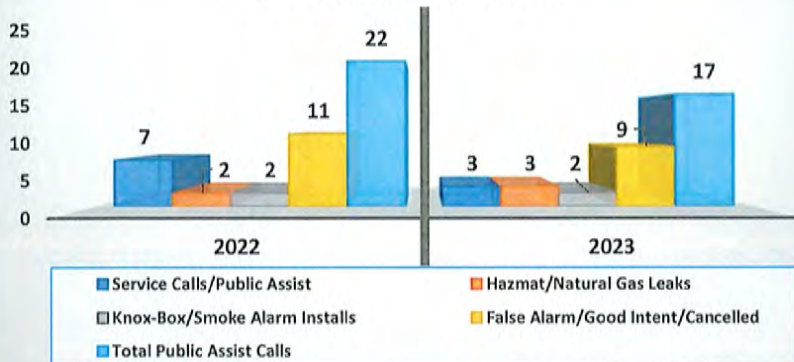


August 2022 2023

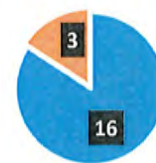
MOTOR VEHICLE CRASHES

1 **3**

PUBLIC ASSIST CALLS

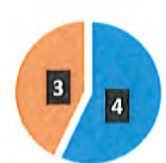


2022



■ Mutual Aid Given
■ Mutual Aid Received

2023



■ Mutual Aid Given
■ Mutual Aid Received

August 2022 2023

TRAINING HOURS

258 **126**

August 2023
Ambulance Billing

\$ 47,805.00

TOTAL CALLS (Year-to-Date)

454 **325**



SUNRIVER POLICE DEPARTMENT

MEMO

TO: SSD Board of Directors

FROM: Lieutenant Stephen Lopez

DATE: September 14, 2023

TOPIC: August Report

Calls for Service:

See attached August 2023 calls for service (total)

- 10 of the 43 cases were outside of Sunriver.

Administrative Update:

- Corporal Kornblum was promoted.
- New coins, name plates and tie bars have arrived.
- One applicant has failed to pass background investigation.
- One applicant rescinded their job offer and chose Redmond PD.
- Interviews are set for September 18th. Two potential lateral applicants
- Last Bike Patrol scheduled for September 20th.
- Lt. Lopez working with COSPA on a PSA for Firearms Safe Storage.
- Corporal Kornblum and Officer Weaver attended Women in Law Enforcement Conference.
- Chief Womer and Lt. Lopez attended the FBINA Oregon Conference.

Operations:

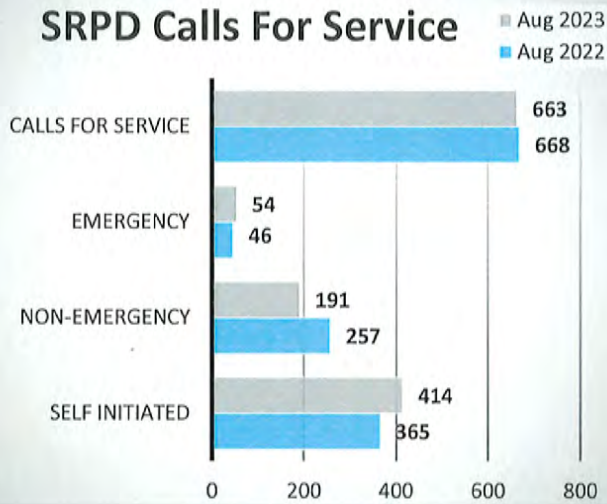
- Officer Lyman is progressing through FTEP
- Officer Mai continues in FTEP with an Academy date in September 2023.
- Officers assisted with a shooting just south of Sunriver.
- Officers assisted with commercial burglary/ UUMV case.
- Several arrests for warrants, DUII, Domestic violence, etc
- Defensive tactics and drone training was conducted on monthly training day.
- Officer Wilson has been requested to be assigned to CERT.
- Over 30 drone deployments.

Community Events:

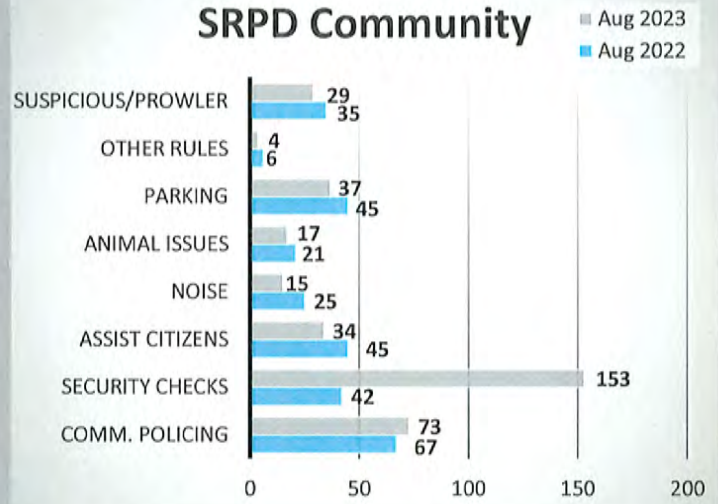
- Coffee with a Cop
 - Life Saver Award for Sgt. Beck
-

Sunriver Police Department Statistical Comparison August 2022-2023

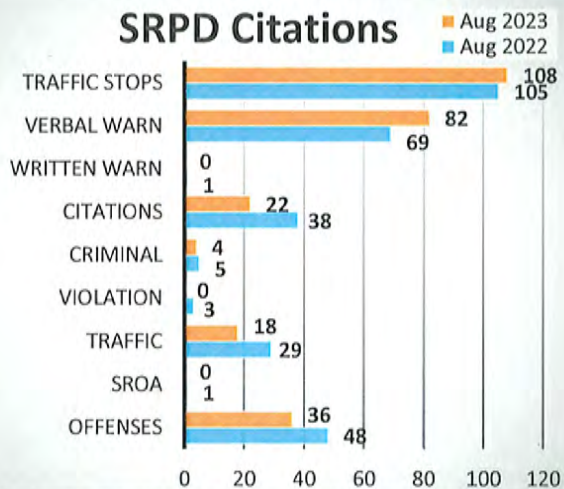
SRPD Calls For Service



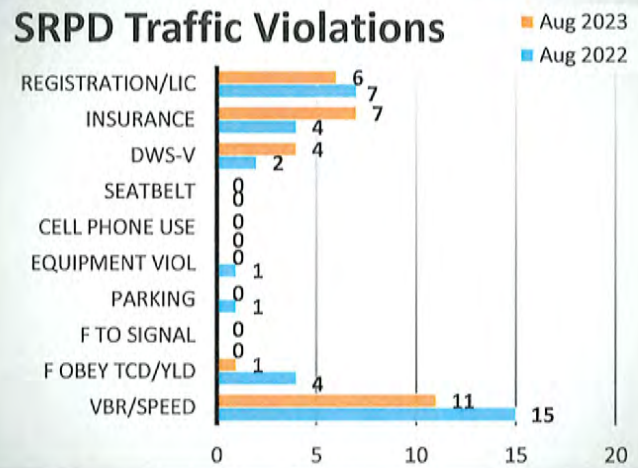
SRPD Community



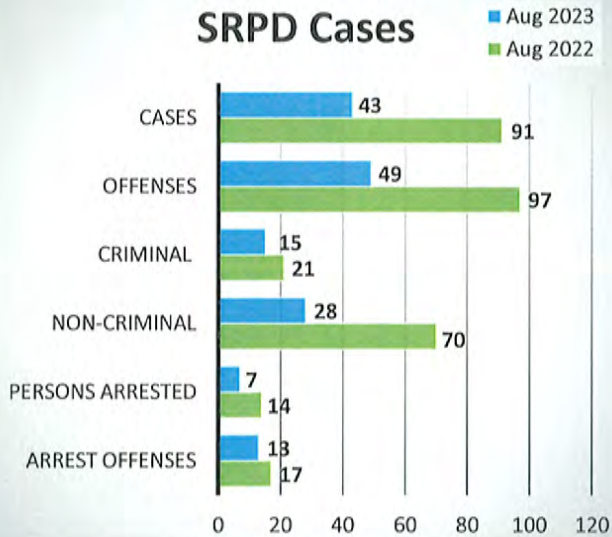
SRPD Citations



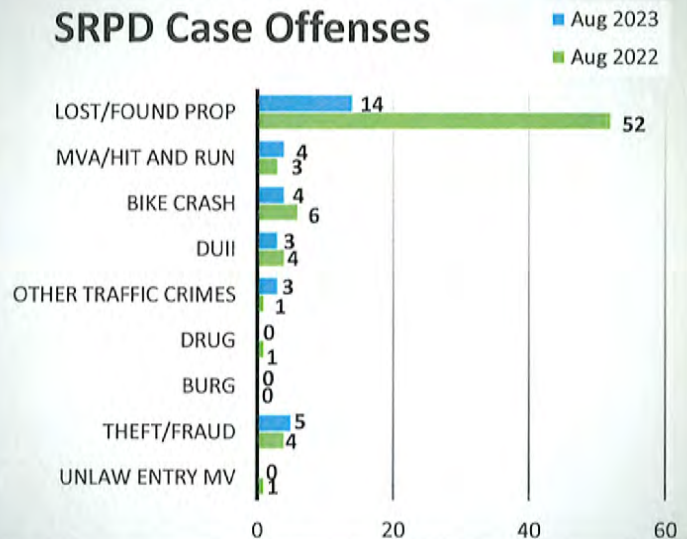
SRPD Traffic Violations



SRPD Cases



SRPD Case Offenses



August 2023 Case Reports

<u>Case Number</u>	<u>Case Offense Statute Description</u>	<u>Case Status</u>
2023-00004976	MVA Property Damage	Administratively Closed
2023-00004981	Theft II - of Bicycle	Suspended/Inactive
2023-00004984	Informational (Animal)	Administratively Closed
2023-00004996	Found Property	Suspended/Inactive
2023-00005002	Found Property	Administratively Closed
2023-00005038	MVA Injury	Administratively Closed
2023-00005052	Found Property	Administratively Closed
2023-00005056	Bicycle Crash	Administratively Closed
2023-00005073	Dog Bite	Administratively Closed
2023-00005095	Hit And Run Accident - Property Damage	Suspended/Inactive
2023-00005097	Found Property	Suspended/Inactive
2023-00005117	Found Property	Suspended/Inactive
2023-00005119	Outside Agency Assist	Administratively Closed
2023-00005137	Found Property	Suspended/Inactive
2023-00005142	Found Property	Suspended/Inactive
2023-00005145	Unlawful Possession Firearm	Arrest (Home)
2023-00005167	Theft II - of Bicycle	Suspended/Inactive
2023-00005228	Identity Theft	Suspended/Inactive
2023-00005242	Found Property	Administratively Closed
2023-00005259	Lost Property	Suspended/Inactive
2023-00005268	Driving Under the Influence of Intoxicants (DUII)	Arrest (Home)
2023-00005268	Reckless Driving	Arrest (Home)
2023-00005280	Found Property	Administratively Closed
2023-00005293	Theft II - of Bicycle	Suspended/Inactive
2023-00005301	Dispute	Suspended/Inactive
2023-00005335	Warrant Arrest - In State	Arrest (Home)
2023-00005336	Lost Property	Suspended/Inactive
2023-00005338	Hit And Run Accident - Property Damage	Suspended/Inactive
2023-00005355	Probation/Parole Violation - Felony	Arrest (Home)
2023-00005362	Bicycle Crash	Suspended/Inactive
2023-00005374	Agency Assist	Suspended/Inactive
2023-00005376	Criminal Mischief II - (+\$500 or intentional)	Suspended/Inactive
2023-00005379	Bicycle Crash	Suspended/Inactive
2023-00005405	Driving Under the Influence of Intoxicants (DUII)	Arrest (Home)
2023-00005405	Reckless Driving	Arrest (Home)
2023-00005409	Driving Under the Influence of Drugs (DUII)	Arrest (Home)
2023-00005409	Reckless Driving	Arrest (Home)
2023-00005409	Reckless Endangering	Arrest (Home)
2023-00005442	Disorderly Conduct II	Arrest (Home)
2023-00005442	Harassment	Arrest (Home)
2023-00005453	Agency Assist	Suspended/Inactive
2023-00005457	Found Property	Suspended/Inactive
2023-00005458	Bicycle Crash	Suspended/Inactive
2023-00005511	Found Property	Suspended/Inactive

2023-00005590	Minor in Possession - Alcoholic Liquor MIP	Open
2023-00005590	Theft III - Shoplifting	Open
2023-00005601	Outside Agency Assist	Administratively Closed
2023-00005619	Outside Agency Assist	Administratively Closed
2023-00005628	Found Property	Suspended/Inactive

08/01/23 – SRPD was dispatched to a hit and run, which occurred in The Village parking lot. The suspect driver was later located and information was exchanged.

08/01/23 – SRPD responded to a report of a bike theft.

08/01/23 – SRPD responded to a report of an aggressive dog.

08/02/23 – SRPD took a lost property report.

08/02/23 – A MasterCard was turned into the Police Department.

08/02/23 – SRPD assisted a citizen with who had been locked out of their car at the marina.

08/03/23 – SRPD retrieved a found VISA card at Fort Rock Park and was able to return it to it's owner.

08/04/23 – SRPD responded to a single rider bicycle crash on a Sunriver pathway.

08/04/23 – SRPD responded to a dog bite in The Village.

08/04/23 – SRPD responded to a hit and run in the SROA Marina Parking lot.

08/06/23 – SRPD took possession of a firearm left behind by a renter at a rental property.

08/07/23 – SRPD responded to a call from the Sunriver Lodge for a found firearm.

08/07/23 – SRPD assisted DCSO with a dispute between several people at the Water Wonderland District Park.

08/08/23 – SRPD Took a report of a hit and run. Owner wanted it documented for insurance purposes.

08/08/23 – SRPD located a found earring on the bike path.

08/08/23 – SRPD took a theft of a bicycle report from The Village.

08/11/23 – SRPD took a report from a citizen who stated that in the past 6 weeks two different people have come to his home claiming they rented the home on craigslist.

08/11/23 – SRPD took a report of a found wallet on the bike path near The Village.

08/12/23 – SRPD responded to a motor vehicle crash at Circle 7 and E Cascade Dr. The vehicle struck a tree in Circle 7 and the driver was arrested for DUI/Reckless Driving.

08/13/23 – SRPD took a report of a found wallet.

08/13/23 – SRPD took a report of a found Alaska Visa Card.

08/13/23 – SRPD took a report of a 2 found Oregon Driver's Licenses and one from Minnesota.

08/14/23 – SRPD took a report of a stolen bicycle from Tennis Village Condos. Bicycle is a green Women's Giant mountain bike.

08/14/23 – SRPD responded to a call of a domestic disturbance that occurred two days earlier.

08/16/23 – SRPD assisted DCSO with a mail theft in progress call. SRPD deployed a drone, but was unable to locate the suspects.

08/17/23 – SRPD conducted a traffic stop on Spring River Road/Solar Drive. The driver was taken into custody on two outstanding warrants.

08/17/23 – SRPD took a report of a lost wallet.

08/17/23 – SRPD responded to a minor bike crash.

08/17/23 – SRPD responded to a hit and run in The Village.

08/18/23 – SRPD conducted a traffic stop and arrested the passenger on an outstanding warrant.

08/18/23 – SRPD responded to a bike crash with injuries.

08/18/23 – SRPD assisted DCSO with searching for a burglary suspect.

08/19/23 – SRPD took a report of a broken canopy window while the victim was parked on Landrise.

08/19/23 – SRPD responded to an injury bicycle crash on the pathway.

08/19/23 – SRPD took a report of a lost wallet.

08/20/23 – SRPD responded to a report of a possible DUI driver leaving Sunriver. Officers located and stopped the vehicle and the driver was arrested for DUI.

08/22/23 – SRPD responded to a call at The Cove for a domestic dispute, resulting in an arrest for Harassment and Disorderly Conduct.

08/23/23 – SRPD responded to a commercial burglary in progress. A stolen U-Haul was located and resulted in a multi-jurisdictional investigation where the suspects were located and arrested for numerous crimes in Central Oregon.

08/23/23 – SRPD took a report of a shoplifter at the Sunriver Marketplace.

08/23/23 – SRPD took possession of a found credit card.

08/25/23 – SRPD assisted DCSO with a report of a domestic at Subway in the Business Park. It was determined that no crime was committed.

08/25/23 – SRPD responded to a bike crash and assisted with transporting a back pack back to their rental property.

08/25/23 – Sunriver Village turned in numerous items of found property to SRPD to attempt to return to owners.

08/26/23 – SRPD responded to an alarm in the Sunriver Business Park.

08/27/23 – SRPD responded to a noise complaint involving a loud hot tub party which quieted upon request.

08/28/23 – SRPD responded to an injury bike crash on Theater Drive. Rider was transported by SRFD.

08/29/23 – SRPD responded to the Sunriver Country Store for a reported theft.

08/30/23 – SRPD assisted DCSO with a domestic dispute. Suspect was taken into custody at the scene.

08/30/23 – SRPD stopped a reckless driver at S Century Drive/Vandevent, who was subsequently arrested for DUII.

08/30/23 – SRPD was contacted by the Pavilion regarding a found credit card.

“A”

Committee & Task Force Actions

Appointments

Design – Stephen Bosson from alternate to full-time member
Design – Marybeth Collon from alternate to full-time member
Design – Paul Lindstrom – from alternate to full-time member
Design - Curt Wolf – from full-time to alternate member
Design - Charlie Meyer – from full-time to alternate member

Appointment to Additional Term of Service

Covenants – Patty Smith
Covenants – Jim Tyvand
Finance – Veronica Jacknow
OEC – Sandy Appleby
OEC – Meagan Iverson
OEC – Katie Keller

End of Term of Service

Election – Jane Ashton
Election – Cheryl Lolich
Nominating – Holly Hendricks
OEC – Jane Boubel
OEC – Al Klascius

Chair Appointments

Covenants - Patty Smith
Design - Richard Look
Election – Patty Smith
Finance – Clark Pederson
Nominating – Ron Angell

Resignations

OEC - Susan Huseonica

(Board action required.)

SROA BOARD ACTION REQUEST

COMMITTEES: Covenants, Design, Election, Nominating,
Owner Enrichment

DATE: 9/16/23

SUBJECT: Appointments, Resignations, End of Term of Service

ACTION REQUESTED- I, Director _____ move approval of the roster of names for committee appointments, resignations and end-of-term departures as presented. Further move to thank these individuals for their service to SROA.

ATTACHMENT: List of names and their appointments, resignations or end of term of service recognition.

SUBMITTED BY:

Name

Becki Sylvester

Position

Executive Assistant

“B”

Committee/Task-Force Action Requests

**One-time Exceptions to Covenants & Design
Committee Charters**

(Board Action Required)

SROA BOARD ACTION REQUEST

COMMITTEE: Covenants/Design

DATE: 9/16/23

SUBJECT: One-time Exceptions to Covenants & Design Committee Charters

ACTION REQUESTED- I, Director _____ move approval of allowing Patty Smith to remain as Chair on the Covenants Committee for an additional year to allow for training & continuity and further move approval of allowing three Design Committee members, Stephen Bosson, Marybeth Collon and Paul Lindstrom to move from alternate to full-time positions. This is necessary to ensure the committee has the required number of full-time members to facilitate the monthly meetings of the SROA Design Committee & to meet the guidelines of the charter's language associated with meeting commitments and requirements.

Background: Covenants: Patty Smith has completed her term of service on the Covenant's Committee but currently has mostly new members on that committee and no one who wants to serve as Chair.

The request today is to allow Patty (who is willing) to stay on the committee for an additional year until the other members are up to speed and someone is comfortable assuming the chair position on the committee. This will also provide continuity for the committee as a whole in the meantime.

Design: The charter for the Design Committee calls for alternate members to serve for a year in the alternate position prior to being allowed to accept a full-time position. The committee is losing two long-time, full-time members, Curt Wolf and Charlie Meyer, who have reached the end of their second terms of service as full-time members plus there is an open full-time position on the committee.

The request today is to allow an exception to the charter and to appoint three alternate members, Stephen Bosson, Marybeth Collon and Paul Lindstrom to full-time member status now to ensure we have the necessary number of full-time members needed to facilitate the twice monthly Design Committee meetings. These three members have been alternates for five months.

Richard Look will be assuming the role as Chair of the Design Committee and Curt Wolf and Charlie Meyer will continue as alternate members of the committee.

SUBMITTED BY:
Becki Sylvester

Executive Assistant

Board Book Section

“C”

Appoint SROA Board Member to fill Open Position

(Board motion required)

SROA BOARD ACTION REQUEST

BODY: Board of Directors

DATE: 9/16/23

SUBJECT: Appointment of SROA Board Member

ACTION REQUESTED- I, Director _____ move approval of the appointment of _____ to the open SROA Board Position for a term beginning immediately and expiring at the close of the Annual Meeting, 2025.

SUBMITTED BY:

Name

Becki Sylvester

Position

Executive Assistant

Board Book Section

“D”

Reserves to Operating Fund Transfer

(Board motion required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Accounting

DATE: September 16, 2023

SUBJECT: Reserves to Operating Fund Transfer

ACTION REQUESTED: I, Director _____ move approval of the transfer of \$607,379.24 from the Reserve Fund to the Operating Fund for the Public Works Campus construction.

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

SUBMITTED BY:

Name: Joe Healy

Position: SROA Controller

MEMORANDUM

8/31/2023

To: James Lewis, Clark Pederson
 From: Joe Healy
 Re: Public Works Campus

Please request Finance Committee approval for funds transfers for the progress on the PW Campus

Sunriver Owners Association
 Fixed Assets 2023

Asset #	Description	Road/Pathway & LFR Projects	Replacement Reserve & New Capital	Total	Budget
	Public Safety Campus		\$607,379.24	\$607,379.24	\$2,500,000.00
TOTALS		\$0.00	\$607,379.24	\$607,379.24	

TOTAL \$607,379.24

Regular Replace Reserves/New Capital
 SHARC Reserves

\$607,379.24
\$0.00
 \$607,379.24

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

Board Book Section

“E”

**3% Discount for Full Payment of Regular 2024
Maintenance Fees**

(Board Motion Required)

SROA BOARD ACTION REQUEST

COMMITTEE/DEPARTMENT: Accounting

DATE: 9/16/2023

SUBJECT: 3% Discount for Full Payment of Maintenance Fees

ACTION REQUESTED: I, Director _____, move to approve a 3% discount to owners who pay their regular maintenance fees, excluding special purpose assessments, in full by January 25, 2024.

BACKGROUND: Each year, staff encourages owners to request an annual coupon if they plan to pay their regular maintenance fees in full instead of on a monthly basis. This saves the Association the cost of preparing and mailing an entire coupon book that gets thrown away. To encourage owners to request the one-time payment option, a notice is published in October and November editions of the Scene.

Staff needs confirmation that the discount has been approved by the Board prior to publishing that information. The Consolidated Plan, Section 7.02(b), provides that the amount of the discount for the pre-payment shall be determined annually by the Board. For the past 20+ years, the amount of the discount has been 3%.

ATTACHMENTS: No

SUBMITTED BY:

Name
Joe Healy

Position
Controller

Board Book Section

“F”

Resolution 2023-006

2023/24 SROA Board Signatories

(Board motion required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Accounting

DATE: 9/16/23

SUBJECT: Establishing Authorized Signatories

ACTION REQUESTED- I, Director _____ move to approve Resolution 2023-006 authorizing designated signatories for the Association accounts.

BACKGROUND: This action is necessary to establish the signature authority for certain Board officers as defined in the Bylaws and as authorized by the SROA financial policies to act as signatories on the SROA accounts.

ATTACHMENTS: Resolution 2023-006

PLEASE NOTE: After approved all Board members will need to sign the resolution. Secretary Gillies will have the document. Please do not leave the meeting on Saturday prior to signing this document. Thank you.

SUBMITTED BY:

Name

Joe Healy

Position

Controller

SUNRIVER OWNERS ASSOCIATION

Resolution 2023-006

Establishing Authorized Signatories

Whereas, the Sunriver Owners Association (hereinafter “Association”) was incorporated on January 2, 1974 pursuant to ORS Chapter 65 as an Oregon non-profit corporation; and

Whereas, the powers of the Association are exercised by a Board of Directors pursuant to Article V of the Sunriver Articles of Incorporation and said powers are established in Article III of the Sunriver Articles of Incorporation and Sections 9 and 10 of the Consolidated Plan of Sunriver; and

Whereas, the Board wishes to establish signature authority for certain Board officers as defined in the Sunriver Owners Bylaws and as authorized by the Sunriver Owners Association Financial Policies adopted March 17, 2012; and

Whereas, the Board on June 17, 2023, did appoint officers of the Board for the 2023-2024 Board year and has appointed a General Manager.

Now, Therefore it is resolved by the Board that the following individuals are authorized to act as signatories on the Sunriver Owners Association accounts:

Gerhard Beenen, President	Bill Burke, Vice President/Assistant Treasurer
Clark Pederson, Treasurer	Scott Gillies, Secretary
James Lewis, General Manager	Linda Beard, Assistant Secretary
Keith Kessariss, Assistant General Manager	

In Witness Whereof, The Directors of Sunriver Owners Association have executed this Resolution on September 16, 2023.

Gerhard Beenen, President

Keith Mobley, Director

Bill Burke, Vice President/Asst Treasurer

Linda Beard, Director

Clark Pederson, Treasurer

Tony De Alicante, Director

Scott Gillies, Secretary

Julianna Hayes, Director

Board Book Section

“G”

GIS Contract/Authorize SROA President to Sign

(Board motion required)

SROA BOARD ACTION REQUEST

DEPARTMENT: IT

DATE: 9/16/23

SUBJECT: GIS System – Approval of Contract/Authorization for President to Sign

ACTION REQUESTED- I, Director _____ move approval of the GIS Platform contract as presented and further move authorization of the SROA President to sign the contract on behalf of the Association.

BACKGROUND: See Attachments

ATTACHMENTS:

- Benefits of Utilizing GIS Platform for Community Development, Public Works & Natural Resources
- Financial Breakdown

SUBMITTED BY:

Name

Rebecca Maloney

Position

IT Director

Benefits of Utilizing a Geographic Information System (GIS) Platform for Community Development, Public Works, and Natural Resources Departments

SROA is planning to establish a centralized database for all SROA department data and incorporate the field collector function to enhance data collection and analysis capabilities. The community development, public works, and natural resources departments are currently using ArcGIS independently creating a lack of interdepartmental integration and connection between datasets.

With the proposed platform, each department will have access to shared GIS data consisting of owner and administrative information, community assets and utilities such as water, sewer and electric, which provide regional geographic data.

Overall key benefits of adopting a GIS platform:

- **Spatial Analysis and Planning:** GIS enables us to conduct comprehensive spatial analysis, facilitating better understanding of the interrelationships between various data layers such as land use, infrastructure, demographics, business trends and environmental features. By integrating this information, we can make well-informed decisions related to zoning, urban planning, revenue optimization and infrastructure development.
- **Data Visualization:** GIS provides a powerful means of visualizing complex data in a geographic context. This enhances communication and understanding among stakeholders, making it easier to present information to the public, elected officials, and other agencies. Visual representations of data through maps and charts simplify communication and promote transparency.
- **Infrastructure Management:** GIS can significantly streamline infrastructure management processes. It allows us to maintain accurate records of assets, track maintenance schedules, and identify areas requiring attention. This helps extend the lifespan of infrastructure, minimize downtime, and reduce maintenance costs.
- **Cost-Effectiveness and Resource Allocation:** By using GIS for data-driven decision-making, we can allocate resources more efficiently. Whether it's community development projects or maintenance tasks, GIS allows us to prioritize efforts where they are most needed, leading to cost savings and better outcomes.
- **Community Engagement:** Using GIS to share interactive maps with the public enhances community engagement. Citizens can access valuable information about ongoing projects, proposed developments, and environmental initiatives, fostering transparency and encouraging public participation.

Department Specific Benefits

For Public Works:

- **Optimized Efficiency:** Streamlines tasks like snow plowing, ladder fuel pick-up, and routine safety checks, improving operational efficiency.
- **Enhanced Program Integration:** Links programs like Street Saver and Maintenance Management, fostering better coordination.
- **Advanced Data Catalog:** Allows for comprehensive cataloging, including utilities and repair details, with photos tied to locations.

For Natural Resources:

- **Increased Efficiency:** Saves time and money by digitizing data collection, automating workflow, and enabling field access. This migration from paper forms to online and digital surveys, tables, and maps automates workflow, streamlines operations, and provides access to data whether staff are in the office or in the field.
- **Improved Accuracy:** Standardizes data collection and management for reliable information sharing and precise boundary definition. GIS tools allow us to standardize data collection and management so that reliable information can be shared within the department, with owners, contractors, and other constituents.
- **Elevated Decision Support:** – The data collection, management, analysis, and visualization tools available through GIS (maps, dashboards, etc.) will supply SROA leadership with precise, dependable, easy to understand, and right-in-time information that can be used to identify patterns or trends, optimize resources, assess risk, measure performance.

Community Development:

- **Real-Time Data Gathering:** Community Development staff and Design Committee members can gather real-time data in the field, improving decision-making and project planning.
- **Efficient Data Sharing:** The platform enables easy data sharing with other departments, such as Natural Resources, fostering collaboration and holistic project management.
- **Reduction in Paper Archives:** The platform can potentially eliminate or significantly reduce the need for paper archives, reducing costs associated with maintaining physical records.
- **Cost Savings:** By minimizing paper archives and streamlining data management, the organization can realize cost savings, which can be redirected towards other initiatives or projects.
- **Improved Accessibility:** Digital data storage ensures that information is easily accessible and searchable, enhancing overall efficiency and reducing the time spent searching for records.

In conclusion, adopting a GIS platform for our Community Development, Public Works, and Natural Resources Departments will bring numerous benefits to our organization and the Sunriver community. By leveraging spatial data and analysis capabilities, we can make more informed decisions, optimize resource utilization, enhance service delivery, increase revenue and promote sustainable development practices.

Project costs

TE Project Cost Summary
 Sunriver GIS Platform Development
 Sunriver Owners Association
 Attention: Rebecca Maloney
 23-Jun-23

Phases / Tasks	Project Total		Task 1. Needs Assessment		Task 2. Data Migration/GIS Platform		Task 3. Web Map Design		Task 4. Ongoing Technical Support		Task 5. Licensing Review and Recommendation	
	624 hrs	\$ 92,182.40	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Senior Consultant III	2.0	\$ 544.00	2.0	\$ 544.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Senior Designer	117.0	\$ 20,358.00	30.0	\$ 5,220.00	30.0	\$ 5,220.00	40.0	\$ 6,960.00	17.0	\$ 2,082.00	5.0	\$ 870.00
Senior Engineer / Scientist I	16.0	\$ 3,184.00	-	\$ -	-	\$ -	10.0	\$ 1,990.00	6.0	\$ 1,194.00	-	\$ -
Engineer / Scientist III	176.0	\$ 31,584.00	70.0	\$ 9,380.00	40.0	\$ 5,360.00	46.0	\$ 6,164.00	18.0	\$ 2,412.00	2.0	\$ 268.00
CADD / GIS III	126.0	\$ 15,624.00	-	\$ -	50.0	\$ 6,200.00	50.0	\$ 6,200.00	26.0	\$ 3,224.00	-	\$ -
Engineer / Scientist IV	77.0	\$ 11,319.00	30.0	\$ 4,410.00	30.0	\$ 4,410.00	-	\$ -	12.0	\$ 1,764.00	5.0	\$ 735.00
CADD / GIS II	110.0	\$ 12,100.00	10.0	\$ 1,100.00	50.0	\$ 5,500.00	50.0	\$ 5,500.00	-	\$ -	-	\$ -
JJ Mackenzie	0.0	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Project Support Staff II	0.0	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Senior Project Support Staff	0.0	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Subtotal Tetra Tech Labor	624.0 hrs	\$ 86,713.00	142.0	\$ 20,654.00	200.0	\$ 26,690.00	196.0	\$ 26,814.00	74.0	\$ 10,682.00	12.0	\$ 1,873.00
--Total Tetra Tech Labor		\$ 86,713.00		\$ 20,654.00		\$ 26,690.00		\$ 26,814.00		\$ 10,682.00		\$ 1,873.00
Flight		\$ 1,500.00		\$ 1,500.00		\$ -		\$ -		\$ -		\$ -
Rental Car		\$ 600.00		\$ 600.00		\$ -		\$ -		\$ -		\$ -
Fuel		\$ 100.00		\$ 100.00		\$ -		\$ -		\$ -		\$ -
Lodging		\$ 2,025.00		\$ 2,025.00		\$ -		\$ -		\$ -		\$ -
Per Diem		\$ 531.00		\$ 531.00		\$ -		\$ -		\$ -		\$ -
Subtotal Travel		\$ 4,756.00		\$ 4,756.00		\$ -		\$ -		\$ -		\$ -
Markup		\$ 713.40		\$ 713.40		\$ -		\$ -		\$ -		\$ -
--Total Travel		\$ 5,469.40		\$ 5,469.40		\$ -		\$ -		\$ -		\$ -
Project/Task --Total		\$ 92,182.40		\$ 26,123.40		\$ 26,690.00		\$ 26,814.00		\$ 10,682.00		\$ 1,873.00
PROJECT Total		\$ 92,182.40		\$ 26,123.40		\$ 26,690.00		\$ 26,814.00		\$ 10,682.00		\$ 1,873.00

Considerations

Currently we have \$23,000 in the 2023 budget for GIS software we will be using towards this project

We will be removing \$36,000 from the reserve budget in 2024 for GIS Hardware/software we are no longer going to need with this project

Gabe Rice with be taking GIS training to take on the role of GIS/Database analyst therefore not needing to add another FTE at \$75,000/year that was identified in the 2022/2023 IT strategic plan.

Board Book Section

“H”

Other Business

(None as of 9/11/23)

Board Book Section

“I”

Executive Session

(As of 9/11/23 No exec session needed this month)

SECTION "J"

Becki Sylvester

From: Keith Kessar
Sent: Monday, September 11, 2023 5:24 PM
To: Becki Sylvester; James Lewis
Cc: Gerhard Beenen
Subject: SROA Design Committee's Tree Protection Recommendations to SROA Board of Directors
Attachments: Design Committee Tree Protections Recommendations to SROA Board - Final, as of 09-08-23.docx

Becki,

Good afternoon. Please see the attached two-page document above which is the official recommendation from the SROA Design Committee to the SROA Board of Directors, regarding a revision to Section 31.8f of the Design Committee Manual (i.e. Tree Protections).

The Design Committee developed the above recommendations based on multiple factors, not limited to:

- a.) Keith, (on behalf of the Design Committee) contacted six other Central Oregon destination resort communities regarding their allowance (or not) of tree/plant protections.
- b.) Had multiple conversations with two "experts" in the environmental field. (1. Commercial Nursery owner in Bend who is very familiar with the flora and fauna in Sunriver, 2. Key representative/staff member for the Sunriver Nature Center & Observatory, who is well versed in wildlife and trees/plant protections).
- c.) Took into consideration some feedback provided by owners related to this topic, over the last 3+ months.
- d.) Held five specific meetings with the Design Committee on the topic of potential allowance of tree protections at the following Design Committee Meetings: June 30th, July 14th, August 11th, August 25th and September 8, 2023.

Let me know if you need anything else at this time.

Thank you,
Keith

Keith Kessar
Assistant General Manager, CMCA
Sunriver Owners Association
Office: (541) 593-6645
Direct: (541) 585-3723
Fax: (541) 593-6900
Email: keithk@srowners.org
Website: www.sunriverowners.org



SROA Design Committee - Tree Protection Recommendation as of September 9, 2023, to SROA Board of Directors

Proposed revisions to Section 3.18f of the June 15, 2023, Design Committee Manual (DCM)

Tree Protection – Deer Browsing:

- 1.) No physical protection barriers allowed for perennials, grasses, ground cover, shrubs, or other vegetation not listed below. Property owners are encouraged to utilize non-barrier options such as liquids or sprays and motion sensor sprinklers that may work to warn off wildlife from grazing on trees, perennials, grasses, ground cover, shrubs, or other vegetation.
- 2.) Welded wire physical tree protection barriers allowed for individual or grouping of trees, not to exceed 48" in diameter maximum surrounding the tree(s).
- 3.) The welded wire physical tree protection material must be either galvanized (non-reflective) or black in color and a minimum 14-gauge wire.
- 4.) The welded wire physical tree protection pattern shall be either 2"x 3" or 2"x 4" openings only.
- 5.) Each welded wire physical tree protection barrier shall not exceed 5' in height.
- 6.) Minimum of 6' spacing between each welded wire physical tree protection barrier.
- 7.) Welded wire physical tree protection barrier support posts shall not exceed four support posts per barrier, shall be no higher than the barrier itself, and shall be either natural wood, or metal post (green or black in color).
- 8.) Each welded wire physical tree protection barrier shall be installed and maintained as per Items 2-7 noted above and Section 4.02 of the Sunriver Rules & Regulations.
- 9.) Five welded wire physical tree protection barriers maximum, per existing landscaping on each property. Properties that are submitting a new/amended landscape plan may be allowed to have more than five welded wire tree protection barriers per property (for a specific timeframe), upon Design Committee approval of the proposed landscape plan and at the discretion of the Design Committee
- 10.) Welded wire physical tree protection barriers are allowed to remain in place for up to four years from the date of installation. Any deviation from these guidelines must be approved by the Design Committee.
- 11.) Any existing non-approved physical tree protection barrier in place on private property (that has exceeded four years as of October 1, 2023), must be removed within 90 days. Any existing non-approved physical tree protection barrier that doesn't meet the above rules (regardless of maximum timeline), as of October 1, 2023, must be removed within 90 days.
- 12.) No electrified physical protection barriers allowed.

Tree Protection – Other Wildlife:

- 1.) No physical protection barriers allowed for perennials, grasses, ground cover, shrubs, or other vegetation not listed below.
- 2.) Welded Wire physical tree protection barriers allowed for individual trees. Each protection barrier shall be between a minimum 4" and maximum 12" away from the trunk of the tree. Staking not required.
- 3.) The welded wire tree protection material must be either galvanized (non-reflective) or black in color and a minimum 14-gauge wire.

- 4.) The welded wire physical tree protection pattern shall be either 2"x 3" or 2"x 4" openings only.
- 5.) Each welded wire physical tree protection barrier shall not exceed 3' in height.
- 6.) No electrified physical tree protection barriers allowed.
- 7.) Any existing non-approved physical tree protection barrier in place on private property (that has exceeded four years as of October 1, 2023), must be removed within 90 days. Any existing non-approved physical tree protection barrier that doesn't meet the above rules (regardless of maximum timeline), as of October 1, 2023, must be removed within 90 days.

SECTION "K"

NOTICE OF INTENT TO FILE PETITION FOR INITIATIVE/ REFERENDUM

August 19, 2023

Board of Directors

Sunriver Owners Association

57455 Abbot Drive

Sunriver, Oregon

Dear Board of Directors,

Pursuant to Section 9. Initiative/Referendum in the *Bylaws of Sunriver Owners Association*, as Sunriver owners in good standing, we are hereby submitting by hand delivery at the regularly scheduled Board meeting on August 19, 2023, this "Notice of Intent to File Petition for Initiative/Referendum" for the attached proposed ballot measure.

We believe the measure is straightforward, soundly based on the intent of the *Consolidated Plan of Sunriver*, and provides a flexible and balanced framework to serve the general interests of Sunriver owners.

The heart of the measure is stated in Section 2.b:

b. Any rule restricting protection of native plants shall be based on written findings, supported by substantial evidence, including but not limited to demonstrating compliance with the following criteria:

A. Conformance with the *Consolidated Plan of Sunriver*, including but limited to the intent expressed in the following statement:

"From its inception in 1968 the intent of the planners, ecologists and developers alike was to create a community which would provide an unusually attractive place to live, appealing especially to sports enthusiasts, outdoorsmen, retirees, artists, and others attracted to a controlled area of natural scenic beauty. The clear clean air, the river, the river banks, the meadows, the marshes, the lakes, the trees, the wildflowers and wildlife constitute a community treasure. Open areas provide broad vistas of national forest and high Cascade Mountains. Ecological vigilance has been a major concern since the beginning of planning."

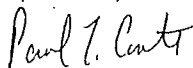
B. Efficacy of protection, and

C. Demonstration of broad support by Sunriver owners.

If the Board were to approve this section as the basis for a future amendment to the *Design Manual* and extend the current suspension of Subsection a.2.f of Section 3.18 of the *Design Manual* until the amendment was approved, the measure's Sections 1 and 3 would be moot. These sections are included only because they would be necessary if the measure were to go to a vote of Sunriver owners.

We believe Section 2 does nothing more than establish basic principles upon which any regulation of plant protections should be based. Unfortunately, neither the current prohibition, nor what appears to be the forthcoming recommendation from the Design Committee would meet any of the three criteria. Thus, we're taking this action to let *all* Sunriver owners express their opinions.

Respectfully submitted,



Paul Conte

8 McKenzie Lane



Kathy Brown

13 Rogue Lane

PROPOSED SUNRIVER BALLOT INITIATIVE

Submitted August 19, 2023

Section 1.

Subsection a.2.f of Section 3.18 Landscaping (cited below) in the Sunriver Owners Association (the "SROA") *Design Committee Manual of Rules and Procedures* (the "Manual"), Version June 15, 2023, or as renumbered or found in any later version of the Manual, is rescinded as of May 20, 2023.

"Section 3.18 Landscaping

* * *

2. Standards. When proposed, landscaping shall be consistent with the following requirements:

* * *

f. Shall not use cages, wire mesh, or fencing, to protect trees, shrubs, perennials, grasses, ground cover or other vegetation."

Section 2.

- a. The SROA Board of Directors ("the Board") shall not adopt any prohibition against plant protections that would not allow Sunriver owners to use reasonable and effective means of physical barriers to protect native trees, shrubs, and wildflowers.
- b. Any rule restricting protection of native plants shall be based on written findings, supported by substantial evidence, including but not limited to demonstrating compliance with the following criteria:

A. Conformance with the *Consolidated Plan of Sunriver*, including but limited to the intent expressed in the following statement:

"From its inception in 1968 the intent of the planners, ecologists and developers alike was to create a community which would provide an unusually attractive place to live, appealing especially to sports enthusiasts, outdoorsmen, retirees, artists, and others attracted to a controlled area of natural scenic beauty. The clear clean air, the river, the river banks, the meadows, the marshes, the lakes, the trees, the wildflowers and wildlife constitute a community treasure. Open areas provide broad vistas of national forest and high Cascade Mountains. Ecological vigilance has been a major concern since the beginning of planning."

B. Efficacy of protection, and

C. Demonstration of broad support by Sunriver owners.

Section 3.

- a. All citations and/or penalties based on presumed offenses against restrictions on the protection of native plants, that were imposed prior to the adoption of any rules in conformance with Section 2 are void.
- b. Any fines collected based on an offense as described in Section 3.a., above, shall be returned in full to the party that paid the fine.