

SUNRIVER OWNERS ASSOCIATION
Board of Directors Work Session
October 20, 2023 @ 9:00 A.M
SROA BOARD ROOM, 57455 ABBOT DRIVE &
VIA YOU TUBE LIVE STREAM
AGENDA

9:00 A.M. Owners Forum

Introduction: Bill Boos, Sunriver Fire Chief

2024 Budget Progress Update – GM Lewis & Controller Healy (Oral)

Admissions Model Workgroup Update – Assistant GM Kessarlis (Section 3 behind GM report)

2024 Proposed Fees for Services Discussion – Assistant GM Kessarlis & GM Lewis (Section “D”)

SROA Strategic Plan Update – Assistant GM Kessarlis & GM Lewis (Oral)

Transient Room Tax (TRT) Update – GM Lewis & President Beenen (Oral)

2024 Comprehensive Owner Survey/Taskforce – Discussion- Assistant GM Kessarlis (Oral)

Review 10/21/23 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
October 21, 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 October 20th Board Work Session
1. 9:30 Review and Approval of Board Meeting Minutes from September 15 & 16, 2023
2. 9:35 Financial Report: Board Action Request: Approval of September 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/Taskforce Membership Actions
- B. 10:25 Committee/Taskforce Action Requests (none this month)
- C. 10:30 Board Action Request: 3rd Quarter Capital Transfer
- D. 10:35 Board Action Request: 2024 Fees for Services
- E. 10:40 Board Action Request: Design Committee Tree Protection Recommendations (tabled from September 16, 2023, meeting)
- F. 10:45 Other Business
- G. 11:00 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
- H. 11:05 Meeting Debrief

Adjourn

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

The meeting will be live streamed on You Tube:
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(1)

Approval of Minutes from:

**September 15th Board Work Session
September 16th Board Meeting**

(2 Board Motions Required)

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
SROA BOARD ROOM
SEPTEMBER 15, 2023**

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

DIRECTORS PRESENT VIA ZOOM: Julianna Hayes, Clark Pederson & Keith Mobley

STAFF: James Lewis, Keith Kessarlis, Patti Gentiluomo, Mark Smith, Joe Healy, Kellie Allen, Susan Berger, & Rebecca Maloney

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

OWNERS IN ATTENDANCE: 7

OWNERS FORUM

Paul Conte, 8 McKenzie Lane, noted that COVID is going around once again encouraged people to protect themselves. Mr. Conte thanked Director De Alicante for contacting him and providing answers to some of his questions. Mr. Conte also commented on tree and/or plant protection devices, noting there is no evidence of physical harm to wildlife when reasonable use of appropriate fencing materials is employed. Additionally, Mr. Conte does not believe that irrigated turf lawns belong in Sunriver. For Mr. Conte and many other people, the use of wildflowers and native plants is a very powerful aesthetic in Sunriver, and he just asks that the Board keep that in mind.

GM Lewis read a letter into the record from Don and Tina Freel, 28 Maury Mtn Lane, offering their support for indoor tennis facilities for use during the winter.

SROA BUDGET PRESENTATION
THREE-YEAR PROJECTIONS/CHALLENGES

GM Lewis led the SROA Department Heads in this yearly presentation which is provided to address and identify future financial impacts to the Association, long-range planning, and the challenges and opportunities ahead of us in the next three years. GM Lewis noted this is his third budget cycle with SROA and he feels like we are finally getting back to a more normalized budget and work plan for 2024. SROA is in a very strong budget position which GM Lewis attributes in part to staff consistently trying to get the most for the least.

From an Administrative standpoint, GM Lewis noted that while we expect COVID-19 to minimally influence overall operations, he and Assistant GM Kessarlis will present the recreation portion of the budget today as department director Leigh Anne Dennis is currently out with COVID. The virus is still out there and can still affect our operations although hopefully far less so than in the last couple of years. The mantra for staff remains to provide a high level of service to owners and guests along with first-class amenities.

Overall, there are no significant changes to the budget for 2024. Staff will continue to maintain a reduction in expenditures wherever possible while acknowledging challenges that are out of our control such as this past year when we found out as the budget was being presented, that Cascade Natural Gas was increasing their rates by 30%. In regard to fees, there will only be some minimal increases to cover cost increases.

There are some new staff positions being proposed to provide the level of service necessary to accommodate owners and guests, provide some redundancy and maintain a staff that are able to perform their jobs at a high level. Additionally, Recreation Department budget planning will continue to be

challenging and must reflect flexibility to meet the staffing needs necessary to maintain service expectations and facility availability. Communication with our owners and visitors will always be an important, evolving element that impacts all departments and something staff is constantly cognizant of.

Proposed additional staffing for 2024 include a part-time assistant to the Human Resources Director, a full-time Community Development Director, full-time Systems Administrator for IT, and a full-time compliance officer.

Currently things are very overcrowded in the Administration office and necessary changes to the space the police department currently occupies are being looked at now so we can plan appropriately moving forward. SROA is working with SAJ Architecture in Bend for design work/construction bids for reclaiming the police side of the building for SROA admin use.

The 2030 Strategic Plan will be completed in 2024 and we will also be doing another comprehensive owner survey, something that is done every three years.

GM Lewis also noted in recent years the creation or updating of various documents including the Rules Awareness Taskforce Plan, Conceptual Pathway Master Plan, Design Manual update, IT Strategic Plan, Infrastructure & Amenities Master Plan (IAMP), etc. that will see further implementation in 2024.

The individual department heads provided more detail on their areas and expanded on different parts of their departmental budgets. Department heads also provided a brief recap of this past year and what they expect for 2024, and for two years beyond that. The Board had a number of questions that staff addressed.

The Board thanked GM Lewis and his team for this informative presentation and for the efforts of staff in maximizing revenues while keeping costs down.

OPEN SROA BOARD POSITION

President Beenen reported that following the resignation of Larry Ishmael at the August meeting, the Board held a Special Board Meeting on August 31, 2023. At this meeting the Board discussed how to go about filling that position for the two years remaining on the term and agreed that contacting previous board members to gauge their level of interest in serving would be the best place to start.

Staff provided the President with a list of names of 22 past board members who are still property owners in Sunriver. President Beenen sent an email to the 22 individuals to gauge their level of interest in serving on the SROA Board as well as whether or not they would be willing to serve on the SSD Managing Board and on the SROA Finance Committee. 21 of the 22 past board members who were contacted responded and seven of those individuals said they would be willing to step in and complete the unfinished two-year SROA board term. Staff provided the President with some background information on each of the seven individuals that was then forwarded to the rest of the Board.

Director De Alicante, while noting he was not taking a position, wondered if the Board should not also consider the other candidate who was on the ballot and who received over 500 votes. While the Board did acknowledge this fact, there was no further support or discussion on offering the position to the fourth candidate who appeared on the ballot during this year's election.

President Beenen provided a quick review of each of the seven individuals who are agreeable to filling the open position. Those owners include Gary Bigham, Frank Brocker, Paul Coughlin, Mike Gocke, Mark Murray, Patty Klascius, and Bob Nelson. Director Mobley commented how encouraging it is to him that these very qualified individuals are willing to step back into the saddle so to speak and serve their community again.

The Board held further discussion about the particulars of each of the seven individuals and had a number of questions for President Beenen before narrowing the field down to Mark Murray, Bob Nelson, Mike Gocke and Paul Coughlin in that order.

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

DESIGN COMMITTEE TREE PROTECTIONS UPDATE

Assistant GM Kessarlis reported that as directed by the Board, the Design Committee revisited the tree protection issue that arose when the new Design Committee Manual of Rules & Procedures was launched earlier this summer. The committee conducted more research, consulted with experts, looked at other communities similar to Sunriver and considered all the owner comments received regarding this issue.

Design Committee Chair Curt Wolf explained that the committee first tried to establish some goals as to where they wanted to get and how best to get there.

- Achieve effective results while keeping protection as unobtrusive as possible.
- Create a cohesive look throughout the community as well as with other projects the committee considers.
- Develop rules which harmonize with similar communities.
- Reduce, but not totally eliminate damage.
- Meet with consensus of local professionals.
- Consider all owner comments while establishing rules for all owners within the community.

In doing that, the committee quickly concluded there was no way to establish logical rules for protection of individual plants, flowers, and shrubs that meet the established goals due to the wide nature of growth habits for these kinds of plants. That left trees to be considered.

In considering trees, three main issues were identified.

- Deer browsing
- Beavers
- Porcupines

When looking at deer browsing, it was noted that this primarily affects younger trees. Older trees can survive some deer browsing without any damage being caused to the tree itself and the rule the committee is proposing recognizes that. Trees susceptible to beavers or porcupines need long-term protection just by the nature of the threat, but the committee has determined that protection can be provided from both animals using the same type of protection.

The committee established a set of rules that tries to accomplish all of the goals and still maintain what we consider important to Sunriver. Chair Wolf added that it's important to note that the entire committee was part of the lengthy discussions that took place over the course of five meetings.

What the committee has provided to the Board today is the result of all those discussions and the input of numerous voices.

Assistant GM Kessarlis added that the committee also reached out to experts in this field, and they also agreed that it's tree protection that is the most impactful in the community because the trees hold significant financial value to properties as well. The Sunriver Nature Center was contacted for their input as well as a nursery in Bend who has provided a lot of trees and native plants to Sunriver. This nursery owner is very familiar with what will and will not grow in our environment and what impacts there are on the trees. Both

entities reviewed and liked the recommendations the committee is suggesting, and both felt they were appropriate for Sunriver.

Design Committee Chair Wolf added the committee also looked at six other Central Oregon destination resort communities to see what those communities allow and a number of the rules the committee is recommending are less stringent than other similar communities. For example, some allow fencing around trees but only for one year while the Design Committee is recommending allowing tree protection for up to four years.

Assistant GM Kessarlis referenced the materials provided to the Board relative to deer browsing noting some of the major updates since this issue last came to the Board. The type of fencing the committee is recommending is welded wire for physical tree protection of individual trees or a grouping of trees that fit within a 48" diameter around the base of the trunk of the tree/trees. In speaking with two experts in the field, they think that is an adequate size that will make it difficult for the deer to reach over and get to the actual tree itself. Welded wire is important because it is substantial and thick and when staked using four different stakes, it will stay in place versus some sort of netting or other type of fencing that is less sturdy. Additionally, it looks better from an aesthetic point of view.

The committee is also recommending allowing either 2" x 3" or 3" x 4" openings in the fencing as these are primarily what retailers carry and it makes it easier for owners looking to add protection to their trees. The maximum allowable height is not to exceed 5 feet which should eliminate most deer from browsing or damaging the trunk of the tree itself. Director Beard, noting her extensive experience with deer and vineyards, feels five feet may not be tall enough as in her experience a 6-7-foot fence was necessary to keep the deer from accessing the plants. Director Beard also suggested instead of having a set number of years the protection can be applied to a tree that it instead be gauged on when the tree reaches a certain height. Director Beard went on to say that the soil in Sunriver is very anemic resulting in a slower growth process.

Director Beard also questioned the limit of five enclosures per property noting she owns three lots totaling an acre on which she plans to plant more trees than the current limit of five enclosures would allow. Assistant GM Kessarlis referred Director Beard to the section of the committee's recommendation that spells out the exception process for an owner who may have the need for more enclosures.

In regard to protection from beavers or porcupines, the recommendation is for a similar type of welded wire. The wire needs to be at least four inches away from the trunk of the tree and is not to exceed 12" away from the trunk of the tree. This spacing will allow the protection to stay in place for years as there is not really a time limit on beaver or porcupine damage while still being less impactful aesthetically.

GM Lewis questioned if the size openings of the fencing materials being proposed are large enough to ensure that smaller animals such as chipmunks, squirrels, or birds won't get trapped? Design Committee Chair Wolf responded that from the committee's research as long as owners are using the prescribed allowable sizes of fencing, there should be no issues with smaller critters getting stuck inside an enclosure.

Director De Alicante noted he was a bit disappointed that the committee didn't do more to address protections for anything else besides trees. Committee Chair Wolf reminded Director De Alicante that the direction the committee received from the Board was to not consider individual flowers and shrubs but to focus their attention on the protection of trees. That said, the committee did discuss this issue and short of completely fencing ones property off, there is no other aesthetically pleasing way to protect every flower.

Director Pederson commented he appreciates the work the Design Committee has done with the direction the Board gave them in giving a lot of thoughtful consideration and in consulting with experts as well. This

is a difficult topic and Director Pederson realizes the committee spent a lot of time coming up with possible solutions. Director Mobley added that he feels the committee has provided the Board with some good recommendations in response to the Board's request and he appreciates the time and effort they have put in on this issue. Director Hayes also noted her appreciation for the committee's hard work on this challenging topic.

The Board thanked both Design Committee Chair Wolf and Assistant GM Kessarar for this presentation and thanked the committee for their hard work on this issue.

President Beenen commented the Board will potentially be voting on these recommendations tomorrow due to the competing proposal that was brought to the Board as an initiative by two owners last month that also needs to be considered at tomorrow's meeting.

PROPOSED BALLOT INITIATIVE – PLANT/TREE PROTECTION UPDATE

President Beenen reminded the Board that at last month's meeting, owners Paul Conte, 8 McKenzie Lane and Kathy Brown, 13 Rogue Lane provided the Board with a Notice of Intent to File a Petition for Initiative/Referendum relative to the issue of tree/plant protections.

President Beenen explained that any board member can make a motion at the meeting tomorrow to move the initiative forward. If a motion is not made or is made but dies for the lack of a second, or is made, seconded, and then voted down, the initiative petitioners have the option of going out and collecting 500 signatures (one signature per property) from SROA owners. If successful in obtaining 500 verified signatures, it would result in an election of the ownership. Alternatively, if the Board votes to approve the initiative, then the 500 signatures do not have to be collected and the issue would then go to a vote of the owners.

ADMISSIONS MODEL WORKGROUP UPDATE

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

As of August 31, 2023, a total of 7,180 Member Preference Program (MPP) cards have either been purchased or renewed. Of that total, 5,696 were renewals and 682 were new cards. The remainder are extended household, long-term renter, or commercial passes. This is 60 less than the end of August 2022. At the end of August, the MPP revenue totaled \$601,068 or 100% 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 August 31, 2023, there were 918 homes and/or condominiums signed up on the program. Last year at the same time there were 917 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 August stands at \$2,455,254 or 100.1% 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 \$528,357 or 90% 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 43,670 attendees to the facility in the month of August compared to 47,935 in 2022. Of that number, 4,006 were owners, 31,067 were RPP pass holders, 250 were member guests, 410 were extended family, and 4,864 were gate admissions. Year to date, overall attendance is at 176,454, an increase of 8,297 guests over 2022.

The total Member Pool attendance through the end of August was 17,137 compared to 18,101 in 2022 a decrease of 964. Overall attendance for the Member Pool for 2022 from June through September was 20,039 visitors.

By the end of August 2023, staff had issued 50,620 paper guest passes and of those 9,634 have been redeemed at SHARC and 3,946 have been redeemed at the Member Pool.

Mr. Kessarlis reminded the group that owners can update their MPP card in a variety of ways. It can be done in person at SHARC, or if just renewing it can be done over the phone, 541-585-5000 and online at sunriversharc.com > Programs > SROA Member Preference Program. The Member Services office is open seven days a week from 9:00 A.M.– 4:30 P.M.

Facility event space rentals continue to pick up with a number of events on the books in the coming weeks. We are currently at \$41,393 or 32.2% of the annual budget of \$128,500. The number of owner events versus general public events also affects the revenue as owner events are charged a lower rate than the general public. Additionally, we have more events booked in September than in August this year, which is a bit of an anomaly.

Assistant GM Kessarlis reported that SHARC will be offering a new unique owner event starting in October with one event scheduled to be held in October, November, and December. These events will feature a winemaker, heavy hors d'oeuvres and entertainment.

Assistant GM Kessarlis commented that we have had a very robust tennis/pickleball season this year. \$81k has been brought in so far this year versus expenses of just over \$50k so we are \$30k ahead of budget and \$35k to the good versus the budget for that department.

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

ADMINISTRATION BUILDING DESIGN/ARCHITECTURAL CONTRACT

The Board held a brief discussion on the eventual remodel of the Administration building once the police department moves into the new Public Safety building.

UNBUDGETED GIS CONTRACT

IT Director Rebecca Maloney explained that 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.

Adopting a GIS platform for our Community Development, Public Works, and Natural Resources Departments will bring numerous benefits to the 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. Following her presentation, the Board had a number of questions for Ms. Maloney and GM Lewis.

Director Pederson noted that the Finance Committee, prior to voting to recommend the Board move ahead with this expenditure, spent over 30 minutes quizzing Ms. Maloney and asking a lot of very pointed questions.

President Beenen noted he was not initially in favor of bringing this to the Board this month as it seemed like short notice to consider an unbudgeted expenditure and he felt it should maybe be moved to next month for a vote instead. However, if the Board has enough information and feels comfortable with what has been recommended by both staff and the Finance Committee, the Board can vote on it at tomorrow's business meeting.

Director Pederson added the Finance Committee heard from Natural Resources employees Patti Gentiluomo and Claire McClafferty about how they would use this system and how much time savings and efficiency it would provide. Overall, it will be very beneficial for all the departments previously mentioned. Director Mobley added that having been a part of the discussion at the Finance Committee meeting and hearing Ms. Maloney explain it for everyone today, he favors bringing it to a vote at tomorrow's meeting. President Beenen noted from his personal perspective, he will give Ms. Maloney a pass on this as she is new, but in general things like this should be part of the budget.

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

REVIEW 9/16/23 REGULAR MEETING AGENDA

The Board reviewed the agenda for tomorrow's business meeting.

ADJOURN

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

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

The public meeting adjourned at 1:14 P.M.

Respectfully submitted,

Scott Gillies, SROA Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SROA BOARD ROOM
SEPTEMBER 16, 2023**

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

DIRECTOR PRESENT VIA ZOOM: Julianna Hayes & Clark Pederson

STAFF: James Lewis, Susan Berger & Rebecca Maloney

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

NUMBER OF ATTENDEES: 4

OWNERS FORUM:

Dennis Dishaw, 6 Ochoco Lane spoke to the Board about the recently formed Sunriver Police Foundation of which he is the President. Mr. Dishaw expressed his thanks to Director De Alicante for his help in preparing the necessary paperwork to form the Sunriver Police Foundation, an independent non-profit corporation that became on effective March 30, 2023.

The Foundation is 501c3 non-profit organization that is not affiliated with the Sunriver Service District and will act separately. The foundation is committed to strengthening and promoting community support for the Sunriver Police Department.

The foundation has some corporate sponsors that are helping with funding so that no money is being directly requested from owners. They currently have five corporate sponsors who have committed to \$500 annually and two more who have verbally committed. That should more than cover the overhead of the foundation.

The foundation endeavors to show our police officers in their best light as the professionals that they are, and we want to get them in front of our residents. The first opportunity to do this was when the foundation provided prepaid credit cards to the officers. Mr. Dishaw explained that sometime officers aid in expenses that come from the officer's personal funds in the line of their work, and this is a way to help offset some of those unplanned expenses. In speaking with the Chief and Lieutenant this type of occurrence happens at least once a month if not more often. The prepaid credit cards in the amount of \$35 each can provide that tank of gas, food, etc. that someone who is struggling may need.

The foundation will also be hosting a "Day at the Range" for up to ten people to start the day with breakfast at the Resort then take a bus ride to the shooting range with one of the officers for instruction followed by a practice shooting session after which everyone will be bussed back to Sunriver. They expect this to be an annual event. Additionally, the foundation is planning to hold a female self-defense class in approximately six weeks.

In November a Faith and Blue event will be held which will include religious leaders in the area as well as the police department personnel. Lastly, the group hopes to start holding bingo games next summer to help raise money for the foundation.

Mr. Dishaw feels they are off to a good start and encouraged the SROA Board to be aware of and share the news of the foundation with their friends and neighbors.

Randy Schneider, 6 Dixie Mtn Lane, spoke on three issues: 1. He stated his support for the Board discussion at the Friday work session about the appointment to the open position on the Board. 2. He stated his support of the tree protection rules as submitted and recommended by the Design Committee. 3. He questioned how much longer the recycling depot will be kept open in Sunriver. With side-yard recycling available, it makes sense to remove the existing location.

Paul Conte, 8 McKenzie Lane, voiced his support for the Sunriver Police Foundation noting the importance of these kinds of organizations to support our law enforcement personnel. Mr. Conte spoke about trust for the Board members. He referred to comments made at a previous board meeting by Directors Hayes and Gillies about not being able to trust former Director Larry Ishmael for his lack of disclosure about an email sent by him concerning the Board election. Mr. Conte further stated he believes that Director Gillies lied in public statements at previous board meetings regarding plant protections at Mr. & Mrs. Conte's property and that such false statements were also made directly to Board President Beenen. Mr. Conte concluded that under the same rationale used by Director Hayes concerning trust for Director Ishmael, Director Gillies continued to lie by defaming a Sunriver owner.

OWNER FORUM FOLLOW-UP FROM PREVIOUS MONTH

GM Lewis, in regard to the request from Tom Wimberly, 12 Pine Bough Lane, Phil Angelides, 10 Pine Bough Lane, and Stephen Aloia, 5 Redwood Lane regarding the need for indoor tennis courts has met with Director Burke to discuss the issue after which Director Burke emailed the three gentlemen. GM Lewis along with Assistant GM Kessarar and Recreation Director Dennis will be meeting with Mr. Wimberly and Mr. Angelides who also agreed to provide more detailed information on some of the costs associated with providing an indoor facility in the winter. Additionally, they will discuss how such a change might affect tennis tournaments as well as where a project such as this fits into the Parks & Recreation Master Plan from not only a desired standpoint but also from a budgetary standpoint.

President Beenen responded to Wendy Ferguson, 3 Jackpine Lane regarding her concerns about the need for additional pathways in the Meadow Village area. President Beenen reviewed the Pathway Master Plan and discussed the issue with Public Works Director Mark Smith who indicated that while some engineering may be able to be accomplished in that area in 2024, but there would not be any construction in 2024. The priority for 2024 is the area between Circles 2 & 3 and depending on the complexity of that project construction, the Meadow Village area would not feasibly happen until late 2024 or 2025. GM Lewis explained that the main complexity on the Circle 2 to Circle 3 is that there will likely be private property issues involved that can be complex, require easements, etc.

Director Mobley followed up with David Fretwell, 10 Cluster Cabin and Pat Murphy, 1 Parkland Lane regarding an app that is available to download that accurately shows the pathways in Sunriver. If guests can be encouraged to use it, it might help keep some bikes off roadways. GM Lewis noted that as was mentioned by IT Director Maloney yesterday, when the new kiosk signs are installed next year, they will include the QR code that people will then be able to scan and download the program. Director Mobley also addressed their concerns about the increase in ebikes and what can be done to minimize some of the dangerous scenarios they are causing. President Beenen commented that the SSD has offered the Police Chief position to Sargent Lopez pending all the necessary background work. He has some ideas of things that haven't been tried in the past that would be worth discussing. GM Lewis reminded the Board that the Annual Review of the Enforcement of Rules & Regulations agreement will be scheduled in the next few weeks and that will be a good opportunity to begin that discussion.

In regard to out-of-control ebikes, one wheelers, motorized scooters, etc., Director Mobley has been reviewing our current rules regarding ebikes as well as state statutes and he believes there may be an opportunity to make our rules more specific. It was noted that this issue has come up on a monthly basis this year. After further discussion, all the Board agreed that this is an important issue involving industries and technology that are changing rapidly. The suggestion was made to put a task force together sooner rather than later as there is the feeling that it's only a matter of time before someone gets hurt. Additionally mentioned was the lack of courtesy by some pathway users and the need for more education especially for visitors who are unfamiliar with the pathway rules. This will be an ongoing challenge and should involve conversations with the bike shops and property managers.

Director Beard has been speaking regularly with Paul Conte, 8 McKenzie Lane, and at the request of President Beenen, Director De Alicante also reached out to Mr. Conte relative to his concerns about cheatgrass. They have connected briefly and plan to dialogue further to try to address Mr. Conte's concerns. Director Beard had nothing to add relative to her conversations with Mr. Conte.

Laura Bailey, 17 Witchhazel Lane submitted comments and suggestions on modifying the SROA Bylaws to strengthen them against a repeat of what occurred during this years election. Vice President Burke followed up with an email to Ms. Bailey. She responded expressing her thanks for the follow-up to her input.

Greg Knakal, 1 Flattop Lane, submitted concerns regarding the recycling facility and the new firewood rules several months ago that inadvertently fell through the cracks. It is Director Burke's understanding that Assistant GM Kessararis was going to follow up with Mr. Knakal and as Mr. Kessararis is not in attendance at this meeting, no follow-up can be provided today.

RECAP OF 9/16/23 BOARD WORK SESSION

President Beenen reported the Board had a very good budget presentation from GM Lewis and the SROA Department Heads regarding the challenges and opportunities they anticipate over the next three years. President Beenen noted his appreciation for the work that went into the presentation, and he thinks it provides the Board with a good overview of things over the next few years. Discussion was held on the open SROA board position, a result of Larry Ishmael's resignation and the Board will be voting on that matter later today.

Assistant GM Kessararis and Design Committee Chair Curt Wolf provided an update on the Design Committee's review of proposed tree protections and all the background work the committee did to come up with a set of well-defined rules they believe can be enforced. This item is on the agenda for action at today's meeting.

The Board heard an update on the proposed ballot initiative brought forward by two owners, Paul Conte, 8 McKenzie Lane and Kathy Brown, 13 Rogue Lane relative to plant/tree protections. This item is on the agenda for action at today's meeting.

Assistant GM Keith Kessararis provided an update on recreation statistics for the month of August and IT Director Rebecca Maloney provided a presentation on the GIS proposal. This item can be voted on today if the Board is comfortable with it or it can be added to the October board agenda instead.

BOARD ACTION **BOARD MEETING MINUTES**

Director Pederson moved to approve the minutes of the August 3, 2023, Special Board meeting minutes as corrected. Seconded by Director Mobley, motion carried unanimously.

Director Pederson moved to approve the minutes of the August 18, 2023, board work session minutes as corrected. Seconded by Director Burke, motion passed unanimously.

Director Mobley moved to approve the minutes of the August 19, 2023, board meeting minutes as written. Seconded by Director Burke, motion passed unanimously.

Director Pederson moved to approve the minutes of the August 19, 2023, annual meeting minutes as corrected. Seconded by Director Mobley, motion passed unanimously.

Director Mobley moved to approve the minutes of the August 31, 2023, board meeting minutes as written. Seconded by Director Burke, motion passed unanimously.

BOARD ACTION **FINANCIALS**

Treasurer Pederson noted that we actually have a negative in total operating revenue in August mainly due to SHARC having to close the pools due to extremely smokey conditions on three full and eight partial days in August as well as the ticketed concert not doing as well as expected. We had a minimal loss in total operating expenses however we do have an outstanding invoice not yet received from the Nature Center which will be offset by the reimbursement of legal fees from the SSD for the change of property and title related to the new Public Safety building and land. Year to date there is an operating budget surplus of \$243,285 and a variance of \$292,729.

In non-operating revenues we were \$16,011 over budget in expenses due to early invoicing for the Asphalt Study in the amount of \$13k that was budgeted to be paid in September. Total surplus year to date is \$1,744,504 with a variance of \$567,131 over the budgeted anticipation, so we have had a very strong year.

In looking at cash balances, there is currently a negative of \$351k in the operating fund compared to budget but there is a reserves to operating transfer request in amount of \$600k front of the Board at today's meeting that will remove that negative.

Treasurer Pederson noted that in total cash/investments, we are currently \$2 million better than last year and the 5% we have been earning at has added an additional \$100k in interest income for the year.

Treasurer Pederson reported that Controller Healy received the preliminary full reserve study that was conducted in August yesterday. It will now be reviewed by staff to ensure accuracy and will be shared with the Board soon after.

Treasurer Pederson reviewed the replacement reserves and bad debt aging summary noting that there was a fine in the amount of \$22k and legal fees of \$10k that were paid in September and will be reflected in next months report. There is one additional fairly large fine that Treasurer Pederson is hopeful will be settled by the end of the month.

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 was under budget by \$52,380 due to the smaller than planned ticketed concert. Salaries and burden were over 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 budget. 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 Member Preference Program (MPP) and Recreation Plus Program (RPP) revenues are at 100% and 100.1% of their respective annual goal. Salaries and 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 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.

Total assets as of August 31, 2023, were \$37,751,546. Cash and investments totaled \$16,190,355, 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 two-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 \$90,00 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 Public Works Campus.

August 31, 2023 (Year to Date Unaudited)	
	<u>ACTUAL</u>
TOTAL REVENUE	\$9,151,375
TOTAL EXPENSES	\$8,908,090
OPERATING FUND SURPLUS	\$ 243,285

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

GENERAL MANAGER'S REPORT

GM Lewis reported his recap for activities in August.

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

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

GM Lewis continues to participate in a Central Oregon Regional and Community and Economic Development Strategy meeting as part of a COIC steering committee.

GM Lewis worked with SROA collections legal counsel regarding owner non-payment of fees/fines, as well as proceeding with on-going legal actions for collections according to the SROA financial policies.

GM Lewis discussed multiple HR issues with the SROA HR Director and legal counsel regarding Paid Leave Oregon and an employee discipline issue.

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 still being held with TDS staff.

GM Lewis attended the special board meetings held in August regarding the annual election.

GM Lewis continues to attend and participate in the regular monthly meetings of the Owner Enrichment, Finance, and Covenants committees, the Dog Park Task Force, Admissions Model Workgroup and Design Committee as necessary.

GM Lewis along with Public Works Director Mark Smith finalized the lot line adjustment for the new Public Works building allowing them to obtain the building permits.

GM Lewis assisted in conducting the first Strategic Plan 2030 Task Force meeting.

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

Accounting staff presented the unaudited financial statement for the period ended July 31, 2023.

Accounting staff have been working with the SROA collection attorney on several files.

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

Controller Healy developed and distributed the 2024 budget packets to SROA department heads.

In IT, staff assisted in helping with a resolution to fix the fiber outage from the SROA Admin building to the Fire Station.

The old PBX and host servers have been removed.

A new monthly file/server restore has been implemented for disaster recovery planning.

Researched application for GPS directions via a QR code for inclusion on the new map kiosks.

Staff has identified and implemented a color code mapping for the SROA network, guest, AV, credit card and camera networks.

The first quarterly vulnerability scan was performed with no significant concerns.

Work on the SROA database continues with a digital citation being created to replace paper citation.

The vehicle database interface has been updated.

All legacy television equipment has been removed from the fitness closet at SHARC.

The new fuel system is in place and IT staff is working with Public Works to ensure all cards are working properly.

The Davis Weather station has been replaced.

In the Communications Department, Scene advertising was at \$19,927 (August 2022 was \$19,310.)

There were 247 reads of the online August Scene including one reader from Italy.

The SROA websites most popular pages in August were pickleball, weather and member preference.

The SHARC websites most popular pages were recreation swim, calendar, and plan your visit. .

August eblasts included information about election results, ticketed concert, pickleball tournament and Uncorked.

Social media projects promoted the Jobe Fortner concert and promo party, Sunriver Slam Pickleball Tournament and Uncorked.

Scene staff also began marketing for Uncorked event in September.

Collaborating with area stakeholders to message safety, viewing areas, etc. related to the October 14, annular eclipse.

Continue to work on design for the new map that will be part of the replacement of all current pathway kiosks thanks to the grant received earlier this year from Visit Central Oregon.

Communications Director Susan Berger continues to work in the office part-time and remotely as needed while her husband remains in the hospital. Scene employees, Shae Callewaert and Kristine Thomas, have done an excellent job holding down the fort in her absence.

The Community Development Department reports the Design Committee meetings continue to occur on a regular schedule with multiple items on each agenda – the two August meetings had a total of three items combined –2 and 1).

There are currently approximately 293 active projects/building permits (up by 1 from the previous month of July.)

The number of applications submitted in August was down from the same month in 2022 - from 134 in 2022 to 115 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 continues modifying the new application forms and informational handouts as necessary.

Staff continued to work with the Design Committee on the discussion/recommendations of tree protections.

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

Prepared and mailed noxious weed violations.

NR staff pulled noxious weeds on numerous areas of common ground in Sunriver. NR staff members performed site visits regarding tree removal requests and provided noxious weed identification guidance on private properties.

Public Works Director Mark Smith met with owners in the Winners Circle area to discuss possible amenities to replace the tennis courts that were removed from that location a few years back.

Another full round of ladder fuels pickups/chipping is complete.

The contractor for fall road projects has been selected.

In Fleet Services, the annual servicing, pump test and repairs to the SRFD pumper truck have been completed.

Two PW trucks have been refitted to haul removed material from the old round house.

In Facilities/Aquatics, the spa filter repairs have been completed.

Staff is researching options to automate HVAC systems to filter smoke better in the indoor pool.

Anderson Pools will be repairing the expansion joint that failed under warranty although this will require shutting down and draining the indoor pool.

At the Member Pool, Anderson Pools/Pacific still needs to repair several items. This has been ongoing for over two years. This repair is to happen after the Member Pool closes for the season.

Weekly meetings have started with the contractor for the Public Works building remodel/addition. The entire operations team has been moved from the old Round House (former sewage treatment tank) to the Annex Building. The Round House has been demolished and long-time SROA employee Perry Thatcher got to take the first swing at the building with a sledgehammer! Staff has removed all the building materials, stumps are being removed and the site grubbed out.

The lot line adjustment is complete for the new PW building and most building permits have been released.

In Recreation, August was a tough month between colder than normal temps and smoke from fires located to the south and west of Sunriver. Staff was able to keep the fitness center open daily.

The Sunriver Slam Pickleball tournament has 176 entries so far.

The Team Cup Challenge Tennis Tournament scheduled for 9/8-10 has 300 people signed up currently.

The ticketed concert wasn't well attended but those who did attend seem to have had a wonderful time.

A new Fall Sip, Sip, Soiree schedule of events will be held at SHARC beginning in October.

The Member Pool will stay open for a morning lap swim until the end of September. Total attendance at the Member Pool in August was 5,108 versus 7,063 in 2022. It was noted there were no closures for smoke in 2022 unlike the four partial and two full-day closures experienced in 2023.

LIAISON AND COMMITTEE REPORTS

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

SUNRIVER SERVICE DISTRICT (SSD) REPORT

Director De Alicante reported the SSD has paid SROA in full for the fire station building, a check in the amount of \$1.00. The SSD Board also agreed and voted to reimburse SROA for the land lease legal expenses in the amount of \$17k.

The SSD Managing Board has offered the Police Chief position to Lieutenant Lopez pending the finalization of standard police chief protocol. President Beenen noted this was a nation-wide search and they received a lot of applications to their initial posting. This list was narrowed down to fifteen and then down further to five and Lieutenant Lopez was the clear choice for the position.

The newest SSD Managing Board member Denney Kelley has been sworn in as a member and attended his first board meeting.

The Public Safety building is moving along nicely, and plans are still for the building to be complete by January 1, 2025.

Employee evaluations are underway.

BOARD ACTION

COMMITTEE/TASKFORCE APPOINTMENTS

Director Mobley moved to approve the appointments of Steve Pearson and Jim Gamble to the Covenants Committee and further moved approval of the appointments of Eric Nelson, Pam 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

CHARTER EXCEPTIONS

Director Mobley moved approval of allowing Patty Smith to remain as Chair on the Covenants Committee for an additional year to allow for training and 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 and to meet the guidelines of the charter's language associated with meeting commitments and requirements. Seconded by Director Beard, motion passed unanimously.

BOARD ACTION

APPOINTMENTS/RESIGNATIONS/END OF TERM OF SERVICE

Director Burke moved approval of the roster of names for committee appointments, resignations and end-of-term departures as presented. Further moved to thank these individuals for their service to SROA.

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

Seconded by Beard, motion passed unanimously.

BOARD ACTION

APPOINTMENT OF SROA BOARD MEMBER TO FILL OPEN POSITION

Director Gillies moved approval of the appointment of Mark Murray to the open SRO Board position for a term beginning immediately and expiring at the close of the Annual Meeting, 2025. Seconded by Director De Alicante, motion passed unanimously.

BOARD ACTION

RESERVES TO OPERATING FUND TRANSFER

Director Pederson moved approval of transfer of \$607,379.24 from the Reserve Fund to the Operating Fund for the Public Works Campus construction. Seconded by Director Mobley, motion passed unanimously.

BOARD ACTION

3% DISCOUNT FOR FULL PAYMENT OF MAINTENANCE FEES IN 2024

Director Burke moved to approve a 3% discount to owners who pay their regular maintenance fees, excluding special purpose assessments, in full by January 25, 2024. Seconded by Director Beard, motion passed unanimously.

BOARD ACTION
RESOLUTION 2023-006 BOARD SIGNATORIES

Director Burke moved approval of Resolution 2023-006 authorizing designated signatories for the Association accounts. Seconded by Director Beard, motion passed unanimously.

BOARD ACTION
GIS SYSTEM – APPROVAL OF CONTRACT

Director Mobley moved approval of the GIS Platform contract as presented and further moved authorization of the SROA President to sign the contract on behalf of the Association. Seconded by Director De Alicante, motion passed unanimously.

BOARD ACTION
NOTICE OF INTEN TO FILE PETITION FOR INITIATIVE/REFERENDUM

President Beenen moved to accept the initiative position presented at the August 19, 2023, board meeting. Seconded by Director Beard.

President Beenen explained his thought process noting that the way the initiative is currently written, it is very general and would be extremely difficult for SROA to enforce as it is written. Director Beard commented that it is subjective, and Director De Alicante disagrees with having zero limitations on protections and feels this is too broad and open for what we expect in Sunriver. He believes we need standards, limitations, and protections but the way this is currently written is too general. Director Pederson echoed what Directors De Alicante and Beenen said, noting he could not vote in favor of this the way it is currently written.

Call for the question: Motion failed with 8 nay votes.

BOARD ACTION
TREE PROTECTIONS

Director Burke moved to approve the recommendations from the SROA Design Committee submitted on Friday, September 15, 2023, and attached hereto to replace Section 3.18 f of the Design Manual of Rules & Procedures as it pertains to wildlife damage mitigation to trees on private property. Seconded by Director Pederson.

Director De Alicante moved to amend the motion to strike No. 1 under Tree Protection-Deer Browsing and to also strike No. 1 under Tree Protection – Other Wildlife. Motion died for lack of a second.

Director Beard would still like to see consideration given to a height limitation instead of a certain number of years allowed for tree protection. She believes this would be more beneficial to the trees in the long run. President Beenen also suggested Director Beard dialogue with Assistant GM Kessarlis in regard to possible language modifications.

Director Pederson urged owners to provide their input on this issue as soon as possible.

Director Beard moved to table this item until the October meeting to allow time for further discussion. Seconded by Director Mobley, motion passed unanimously.

Director Beard will dialogue with some nurseries between now and the next meeting to get an expert opinion on property height for a tree to be able to survive without protection.

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

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

The meeting was adjourned at 11:43 A.M.

Respectfully Submitted,

Scott Gillies, SROA Secretary

(2)

FINANCIAL REPORT & RESOLUTIONS

Approval of unaudited September 2023 Financials

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Accounting

DATE: 10/21/23

SUBJECT: Unaudited Financial Statements

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

ATTACHMENTS: September 2023 Financial Statement

SUBMITTED BY:

Name

Joe Healy

Position

SROA Controller

INTEROFFICE MEMORANDUM

TO: FINANCE COMMITTEE
FROM: JOE HEALY
SUBJECT: SEPTEMBER 30, 2023, YEAR-TO-DATE UNAUDITED FINANCIALS
DATE: 10/16/2023

Income Statement

For the month ended September 30, 2023, there was a net operating surplus of \$11,489 which was \$13,343 worse than the budget. Total operating revenue was over budget by \$20,889. Design review fees and interest income were both over their respective budgets for the month. Salaries and burden were over budget by a combined \$18,286. Summer stay/retention bonuses were paid to part-time recreation staff in September. Legal fees were under budget by 20,121 due to a reimbursement from the Sunriver Service District for fees associated with the sale of the building an new ground lease.

Through the first nine months of 2023, there was a net operating surplus of \$254,774 which was \$279,386 better than budgeted. Operating revenues were over budget by \$94,386 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, gate admissions and event space rental. Year-to-date MPP and RPP revenues are at 100.7% and 100.1% of their respective annual goal. Salaries & burden were under budget by a combined \$140,864 due to open f/t and p/t positions in the first half of the year. \$517,909 has been earned in interest income year-to-date in the operating and reserve accounts. As of September 30, 2023, there was a combined operating and non-operating surplus of \$1,767,036 which was \$608,225 better than budget.

Balance Sheet/Investments

Total assets as of September 30, 2023, were \$37,023,956. Cash and investments totaled \$15,534,921, a decrease of \$655,415 from August. As of the end of September there was \$15,496,085 invested in FIW money market fund and US Treasuries with durations between 90-day and 2-year and a yield of 5.13%. Receivables for owner's fees (maintenance fund, storage space, fines) and RPP payment plans were \$125,552. There is \$90,000 in reserve for uncollectible accounts against owners' receivables. Fixed assts and reserve items placed into service in the third quarter include the Mary McCallum Park project, exterior painting of SHARC, domain server controller and fiber distribution units.

Sunriver Owners Association

Key Data Sheet
September 30, 2023

OPERATING	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Total Operating Revenue	\$1,152,398	\$1,131,509	\$20,889	\$10,303,773	\$10,209,387	\$94,386
Total Operating Expenses *	\$1,140,909	\$1,106,677	(\$34,232)	\$10,048,999	\$10,233,999	\$185,000
Operating Budget Surplus / (Deficit)	\$11,489	\$24,832	(\$13,343)	\$254,774	(\$24,612)	\$279,386

NON-OPERATING	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Total Non-Operating Revenue *	\$381,672	\$353,931	\$27,741	\$3,431,082	\$3,241,748	\$189,334
Total Non-Operating Expenses	\$370,630	\$397,325	\$26,695	\$1,918,820	\$2,102,325	\$139,505
Non-Op Budget Surplus / (Deficit)	\$11,042	(\$43,394)	\$54,436	\$1,512,262	\$1,139,423	\$328,839
Total Surplus / (Deficit)	\$22,531	(\$18,562)	\$41,093	\$1,767,036	\$1,114,811	\$608,225

* Includes Reserve Fund Contributions of \$2,218,666

Cash/Investment Balances	As of	As of	Change	12/31/22	12/31/23
	09/30/23	09/30/22		Balance	Projection
Operating Fund	\$2,593,529	\$2,731,596	(\$138,067)	\$3,768,492	\$3,350,117
Capital Reserve Fund	\$11,435,484	\$9,332,921	\$2,102,563	\$9,040,925	\$11,533,675
Recreation Operating Reserve Balance	\$1,355,480	\$1,305,108	\$50,372	\$1,314,150	\$1,368,836
SHARC Reserve Balance	\$150,427	\$453,985	(\$303,558)	\$560,790	\$86,511
Total Cash/Investment Balance	\$15,534,920	\$13,823,610	\$1,711,310	\$14,684,358	\$16,339,139

Capital Reserve Percent Funded (Replacement Items & New Capital) * 70-100% Funded by 2042 per Consolidated Plan	12/31/2022	12/31/2021	12/31/23	12/31/24	12/31/25
			Projected	Projected	Projected
	56.1%	38.9%	48.7%	46.4%	48.0%

Replacement Reserves	As of
	09/30/23
2023 Replacement Reserve Budget	\$1,934,951
YTD Expenditures	(\$762,200)
Remaining Budget - Replacement Items	\$1,172,751
2023 SHARC Replacement Reserve Budget	\$402,915
YTD Expenditures	(\$426,477)
Remaining Budget - SHARC Replacement Items	(\$23,562)
2023 New Capital Budget	\$2,720,200
YTD Expenditures	(\$776,932)
Remaining Budget - New Capital	\$1,943,268
Note: Funds are not transferred from Reserves to Operations until asset is placed into service	

Aging Summary (\$90,000 in Allowance for Bad Debt)					
current & over 30	over 60	over 90	over 120	Total	
\$32,376	\$5,379	\$3,213	\$84,639	\$125,607	

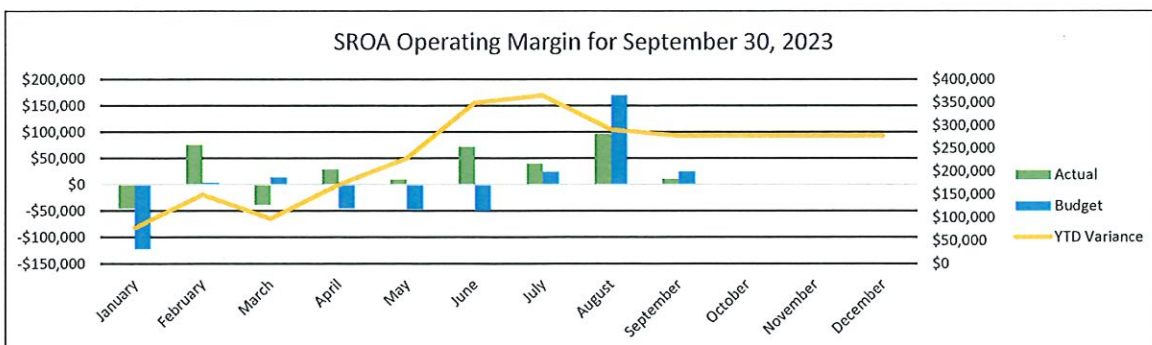
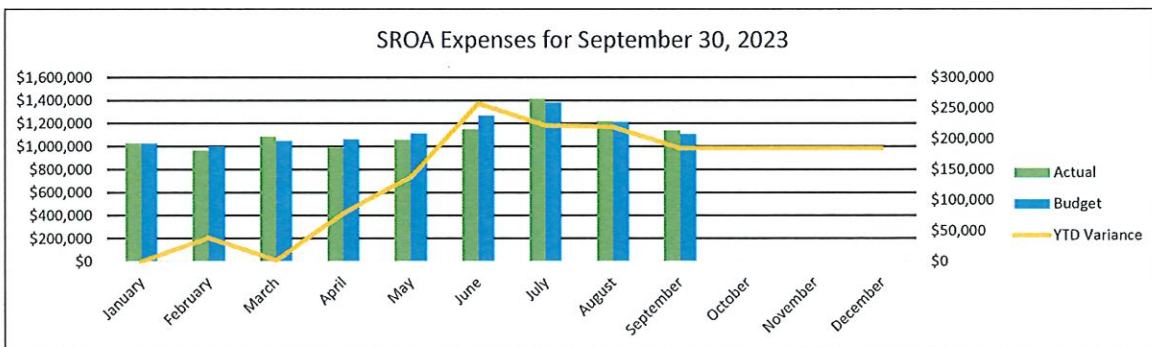
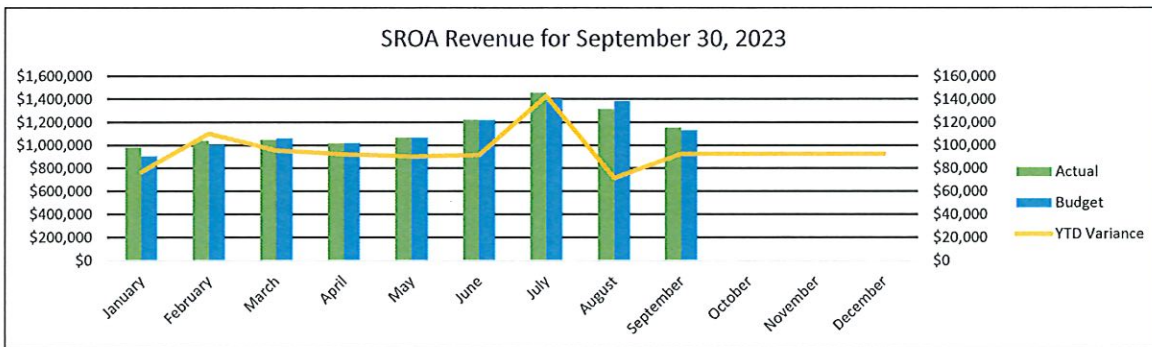
FTE (Current vs. Budget)				
	Recreation	PW/Fleet	Other	Total
Current	15.00	17.00	19.75	51.75
Budget	15.00	18.00	19.75	52.75

Recreation Pass Sales	As of	As of	Difference
	09/30/23	09/30/22	
Recreation Plus	918	924	(6)
Member Preference	7,164	7,236	(72)

SHARC Admissions (\$587k annual budget)	Current Month - 09/30/23			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Admissions	\$26,077	\$35,000	(\$8,923)	\$554,434	\$572,250	(\$17,816)

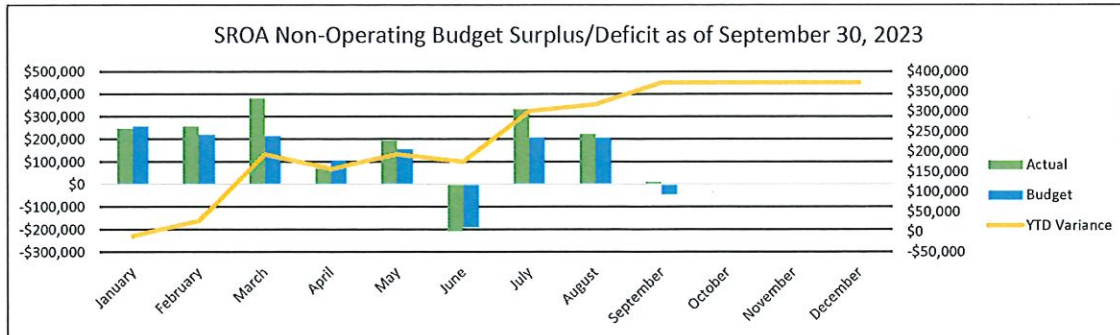
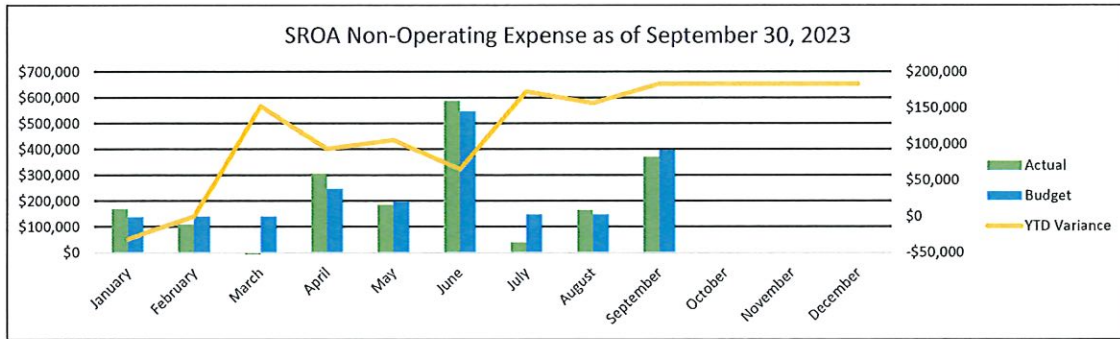
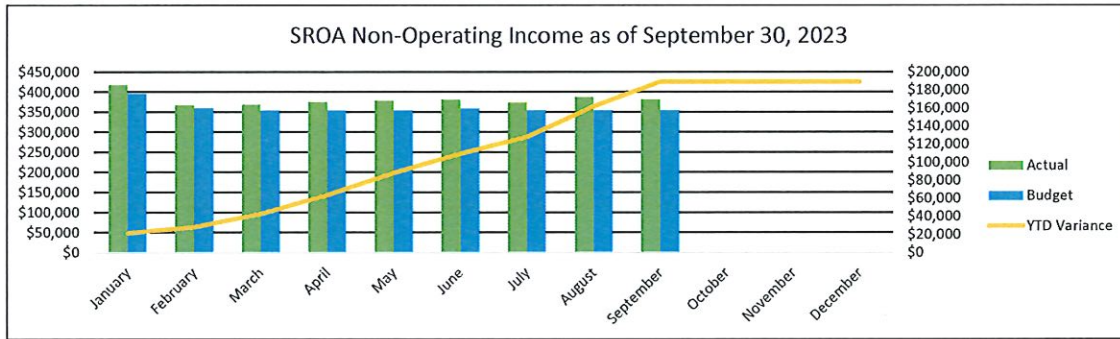
SROA Operating Income Statement as of September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ASSESSMENTS	\$656,469	\$656,461	\$8	\$5,908,222	\$5,908,152	\$70
PROGRAM REVENUE	\$436,867	\$431,248	\$5,619	\$3,961,563	\$4,035,554	-\$73,991
INTEREST INCOME - OPERATING	\$16,125	\$6,000	\$10,125	\$197,163	\$90,500	\$106,663
OTHER INCOME	\$42,937	\$37,800	\$5,137	\$236,825	\$175,181	\$61,644
Total Revenue	\$1,152,398	\$1,131,509	\$20,889	\$10,303,773	\$10,209,387	\$94,386
Department Expenses						
SALARIES	\$380,308	\$374,702	-\$5,606	\$3,358,949	\$3,468,150	\$109,201
BURDEN	\$135,447	\$122,767	-\$12,680	\$1,063,170	\$1,094,833	\$31,663
MATERIALS & SERVICES	\$258,318	\$220,590	-\$37,728	\$2,131,684	\$2,173,454	\$41,770
Total Department Expenses	\$774,073	\$718,059	-\$56,014	\$6,553,803	\$6,736,437	\$182,634
Non-Department Expenses						
INSURANCE & LEGAL	\$36,547	\$58,333	\$21,786	\$523,462	\$524,997	\$1,535
OTHER EXPENSES	\$13,337	\$13,333	-\$4	\$119,164	\$119,997	\$833
RSRV FUND CONTRIBUTION	\$316,952	\$316,952	\$0	\$2,852,570	\$2,852,568	-\$2
Total Non-Department Expenses	\$366,836	\$388,618	\$21,782	\$3,495,196	\$3,497,562	\$2,366
Total Operating Revenue & Expenses						
Total Operating Revenue	\$1,152,398	\$1,131,509	\$20,889	\$10,303,773	\$10,209,387	\$94,386
Total Operating Expenses	\$1,140,909	\$1,106,677	-\$34,232	\$10,048,999	\$10,233,999	\$185,000
Operating Budget Surplus / (Deficit)	\$11,489	\$24,832	-\$13,343	\$254,774	-\$24,612	\$279,386



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

Non-Operating Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INTEREST INCOME - SKY PARK	\$152	\$0	\$152	\$725	\$0	\$725
SKY PARK ASSESSMENT	\$1,729	\$1,729	\$0	\$15,561	\$15,561	\$0
INTEREST INCOME - CAS	\$42,085	\$16,000	\$26,085	\$320,746	\$156,617	\$164,129
SPECIAL ASSESSMENT	\$20,754	\$19,250	\$1,504	\$241,480	\$217,000	\$24,480
REGULAR REPLACEMENT RESERVE	\$316,952	\$316,952	\$0	\$2,852,570	\$2,852,570	\$0
Total Revenue	\$381,672	\$353,931	\$27,741	\$3,431,082	\$3,241,748	\$189,334
Non-Operating Expenses						
DEPRECIATION	\$144,363	\$146,025	\$1,662	\$1,272,467	\$1,291,225	\$18,758
GAIN/LOSS ON SALE OF ASSET	\$0	\$0	\$0	-\$44,000	\$0	\$0
SKY PARK EXPENSES	\$0	\$0	\$0	\$949	\$0	-\$949
RESERVE BANK CHARGES	\$1,579	\$1,300	-\$279	\$12,351	\$11,100	-\$1,251
LADDER FUEL REDUCTION	\$124,688	\$150,000	\$25,312	\$45,600	\$150,000	\$104,400
ROAD & PATHWAY PROJECT	\$100,000	\$100,000	\$0	\$705,601	\$650,000	-\$55,601
GRANT REVENUE	\$0	\$0	\$0	-\$74,148	\$0	\$74,148
OTHER RESERVE EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$370,630	\$397,325	\$26,695	\$1,918,820	\$2,102,325	\$139,505
Other Reserve Expense						
Total Non-Operating Revenue	\$381,672	\$353,931	\$27,741	\$3,431,082	\$3,241,748	\$189,334
Total Non-Operating Expenses	\$370,630	\$397,325	\$26,695	\$1,918,820	\$2,102,325	\$139,505
Non-Op Budget Surplus / (Deficit)	\$11,042	-\$43,394	\$54,436	\$1,512,262	\$1,139,423	\$328,839
Oper & Non-Oper Surplus / (Deficit)	\$22,531	-\$18,562	\$41,093	\$1,767,036	\$1,114,811	\$608,225



SROA Balance Sheet as of September 30, 2023

Assets

Accounts	Current Month	Previous Month	Change in Balance	Comments
CASH & INVESTMENTS				
OPERATING FUND - UNRESTRICTED	\$2,593,529	\$3,011,951	-\$418,422	Operations, transfer to reserve
OPER. RESERVE FUND - RESTRICTED	\$1,355,480	\$1,351,028	\$4,452	
RESERVE FUND - RESTRICTED	\$11,435,484	\$11,685,405	-\$249,921	
SHARC RESERVE FUND - RESTRICTED	\$150,427	\$141,951	\$8,476	
TOTAL CASH AND INVESTMENTS	\$15,534,921	\$16,190,335	-\$655,414	
RECEIVABLES				
A/R MISC	\$5,122	\$12,938	-\$7,816	
NSF CHECKS	\$0	\$0	\$0	
MAINT FUND RECEIVABLES	\$125,607	\$142,794	-\$17,187	Account in collections paid in full
A/R RECREATION RECEIVABLES	\$945	\$1,575	-\$630	
CABLE TV ROW FEE RECEIVABLE	\$28,789	\$0	\$28,789	3rd quarter ROW fee
DUE FROM SSD	\$25,653	\$5,262	\$20,391	August & September services and rent
RESERVE - UNCOLLECTIBLES	-\$90,000	-\$90,000	\$0	
TOTAL RECEIVABLES	\$96,116	\$72,569	\$23,547	
INVENTORY				
FUEL INVENTORY	\$12,294	\$26,390	-\$14,096	
MERCHANDISE INVENTORY	\$48,148	\$55,799	-\$7,651	
TOTAL INVENTORY	\$60,442	\$82,189	-\$21,747	
FIXED ASSETS				
REAL PROPERTY	\$28,812,550	\$28,492,210	\$320,340	Assets placed into service
CAPITAL EQUIPMENT	\$7,836,509	\$7,770,578	\$65,931	Assets placed into service
CONSTRUCTION IN PROGRESS	\$842,987	\$1,142,951	-\$299,964	
ACCUMULATED DEPRECIATION	-\$16,418,478	-\$16,274,115	-\$144,363	
TOTAL FIXED ASSETS	\$21,073,568	\$21,131,625	-\$58,057	
OTHER ASSETS				
PREPAID INSURANCE	\$186,817	\$185,327	\$1,490	
OTHER PREPAID EXPENSES	\$72,093	\$89,502	-\$17,409	
TOTAL OTHER ASSETS	\$258,910	\$274,828	-\$15,918	
TOTAL ASSETS	\$37,023,956	\$37,751,546	-\$727,590	

SROA Balance Sheet as of September 30, 2023

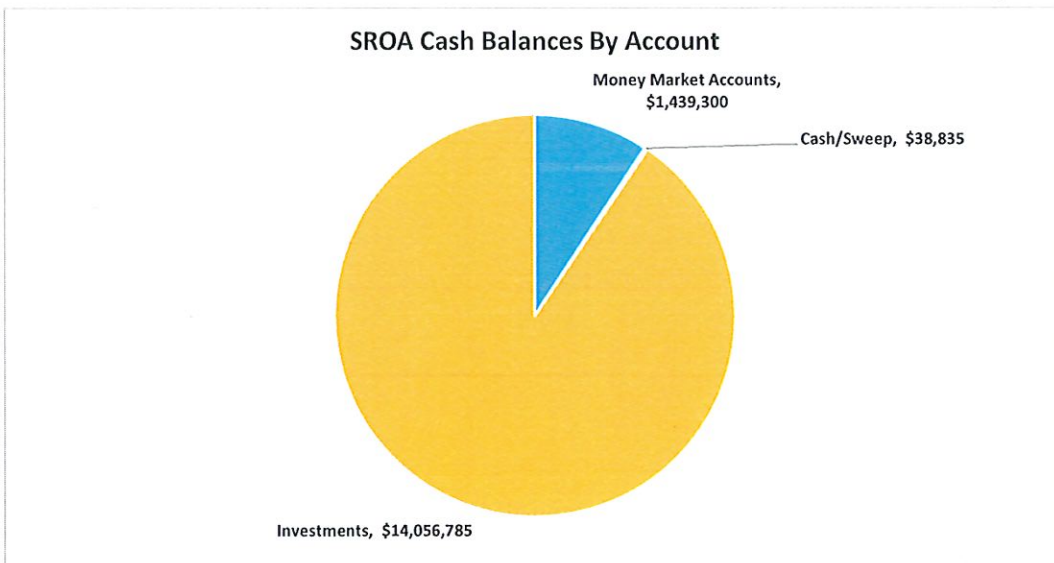
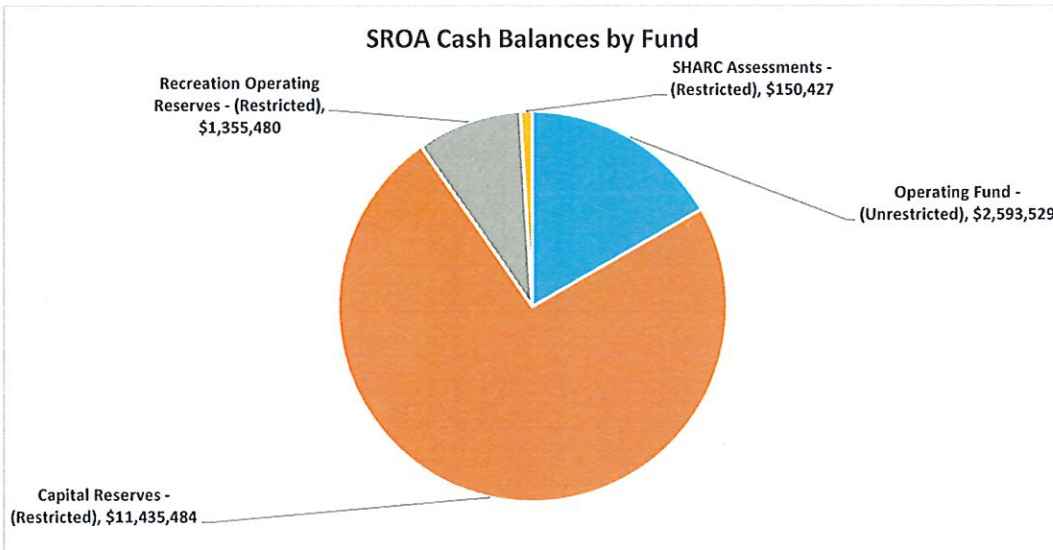
Liabilities				
Accounts	Current Month	Previous Month	Change in Balance	Comments
ACCOUNTS PAYABLE	\$149,643	\$107,937	\$41,706	
ACCRUED LIABILITIES				
VACATION PAY	\$222,919	\$226,472	-\$3,553	
PAYROLL TAXES AND BENEFITS	\$195,570	\$248,288	-\$52,718	
TOTAL ACCRUED LIABILITIES	\$418,489	\$474,759	-\$56,270	
DEPOSITS				
LEASE	\$7,500	\$7,500	\$0	
ESCROW, SHARC RENTAL	\$166,160	\$175,985	-\$9,825	
TOTAL DEPOSITS	\$173,660	\$183,485	-\$9,825	
DEFERRED REVENUE				
DEF REV - MAINTENANCE FUND	\$1,505,173	\$1,966,802	-\$461,629	Monthly recognition of revenue
DEF REV - MEMBER PREFERENCE	\$149,414	\$197,803	-\$48,389	Monthly recognition of revenue
DEF REV - RECREATION PLUS	\$622,192	\$829,590	-\$207,398	Monthly recognition of revenue
DEF REV - CAMP	\$5,097	\$5,097	\$0	
DEF REV - GIFT CARD	\$7,104	\$7,104	\$0	
DEF REV - RV STORAGE	\$76,662	\$84,979	-\$8,317	Monthly recognition of revenue
DEF REV - SPECIAL ASSESSMENT	\$0	\$0	\$0	
TOTAL DEFERRED REVENUE	\$2,365,643	\$3,091,375	-\$725,732	
TOTAL LIABILITIES	\$3,107,435	\$3,857,556	-\$750,121	
RETAINED EARNINGS				
SURPLUS/(DEFICIT) CURR YR	\$32,149,486	\$32,149,486	\$0	
	\$1,767,036	\$1,744,504	\$22,532	
TOTAL RETAINED EARNINGS	\$33,916,522	\$33,893,990	\$22,532	
TOTAL LIABILITIES AND RETAINED EARNINGS	\$37,023,956	\$37,751,546	-\$727,590	

SROA Cash Balances as of September 30, 2023

Fund Name	This Month Balance	Last Month Balance	Change in Balance	Sept 30, 2022
Operating Fund - (Unrestricted)	\$2,593,529	\$3,011,951	-\$418,422	\$2,731,596
Capital Reserves - (Restricted)	\$11,435,484	\$11,685,405	-\$249,921	\$9,332,921
Recreation Operating Reserves - (Restricted)	\$1,355,480	\$1,351,028	\$4,452	\$1,305,108
SHARC Assessments - (Restricted)	\$150,427	\$141,951	\$8,476	\$453,985
Total	\$15,534,921	\$16,190,336	-\$655,415	\$13,823,609

Account Holdings	This Month Balance	Last Month Balance	Change in Balance	Sept 30, 2022
Money Market Accounts	\$1,439,300	\$1,283,196	\$156,104	\$1,674,581
Cash/Sweep	\$38,835	\$227,728	-\$188,893	\$708,653
CDARS	\$0	\$0	\$0	\$0
Investments	\$14,056,785	\$14,679,411	-\$622,626	\$11,440,378
Total	\$15,534,921	\$16,190,336	-\$655,415	\$13,823,609

FIW Monthly Fees



SROA REVENUES Detail September 30, 2023

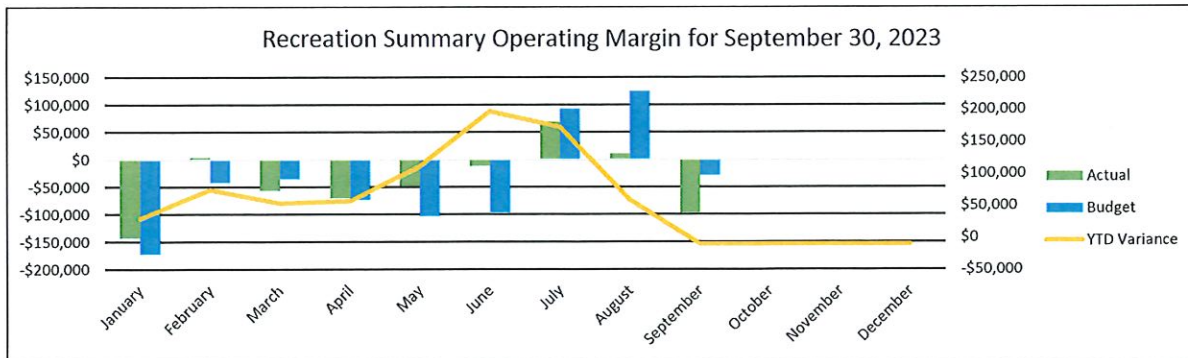
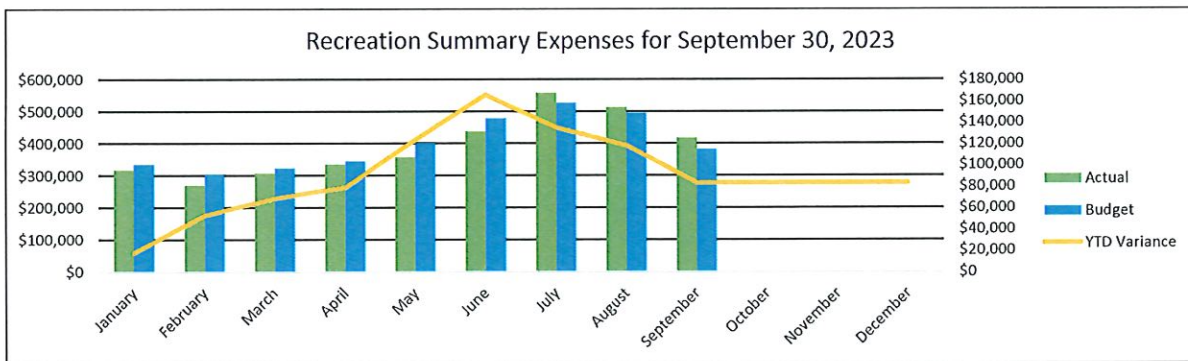
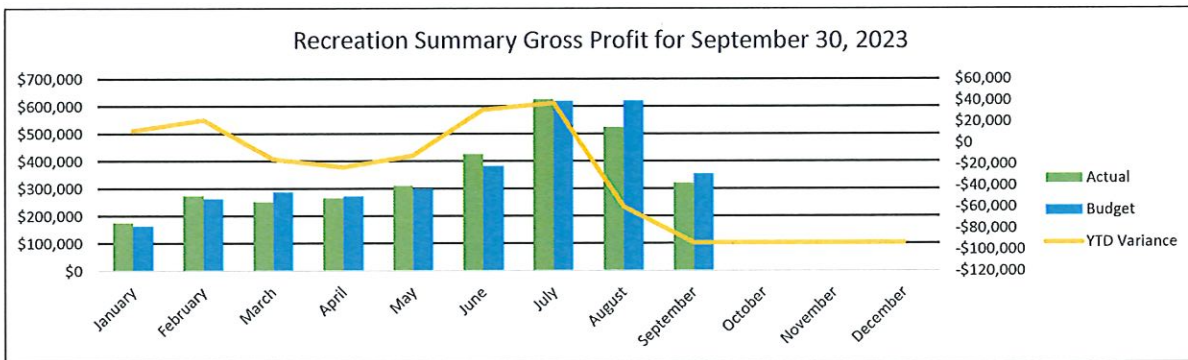
Sources of Revenue	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
REGULAR ASSESSMENTS	\$641,711	\$641,711	\$0	\$5,775,397	\$5,775,397	\$0	
RESORT ASSESSMENTS	\$9,809	\$10,308	-\$499	\$88,278	\$92,768	-\$4,490	
COMMERCIAL ASSESSMENTS	\$4,950	\$4,443	\$507	\$44,548	\$39,987	\$4,561	
SKYPARK ASSESSMENTS	\$1,729	\$1,729	\$0	\$15,561	\$15,561	\$0	
FIN CHRNG/LATE FEES	\$846	\$1,100	-\$254	\$12,414	\$9,900	\$2,514	
INTEREST INC - OPERATING	\$16,125	\$6,000	\$10,125	\$197,163	\$90,500	\$106,663	Higher return on investments
INTEREST INC - SKYPARK	\$152	\$0	\$152	\$725	\$0	\$725	
INTEREST INC - RESERVE	\$42,085	\$16,000	\$26,085	\$320,746	\$156,617	\$164,129	Higher return on investments
REC PROGRAMS & FEES	\$91,929	\$107,052	-\$15,123	\$989,697	\$1,124,506	-\$134,809	Concert tickets, event space rental
RECREATION PLUS PROGRAM	\$207,698	\$210,390	-\$2,692	\$1,881,878	\$1,883,986	-\$2,108	
MEMBER PREFERENCE	\$52,686	\$53,000	-\$314	\$455,951	\$456,155	-\$204	
SPACE RENTAL	\$1,250	\$6,929	-\$5,679	\$67,188	\$61,947	\$5,241	SSD ground lease
SCENE ADVERTISING	\$20,858	\$21,500	-\$642	\$195,162	\$199,700	-\$4,538	
RV STORAGE	\$9,278	\$10,149	-\$871	\$81,499	\$79,341	\$2,158	
DESIGN REVIEW	\$22,247	\$7,880	\$14,367	\$127,543	\$95,221	\$32,322	SSD public safety bldg/volume of permits
CONTRACTOR REGISTRATION	\$225	\$525	-\$300	\$8,625	\$14,125	-\$5,500	Change in contractor registration
FINES	\$11,355	\$6,500	\$4,855	\$40,689	\$24,350	\$16,339	Unauthorized tree removal/LFR violations
A/V REVENUE	\$0	\$100	-\$100	\$1,575	\$900	\$675	
PARK RESERVATIONS	\$180	\$0	\$180	\$11,900	\$0	\$11,900	Ft. Rock Park Reservations
TRAIL USE FEES	\$0	\$0	\$0	\$0	\$0	\$0	
RIGHT OF WAY FEE	\$28,789	\$28,500	\$289	\$86,367	\$85,500	\$867	
SUNRIVER SERVICE DISTRICT	\$18,710	\$7,143	\$11,567	\$98,429	\$94,323	\$4,106	
LA PINE REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	
SPECIAL ASSESSMENTS	\$20,754	\$19,250	\$1,504	\$241,480	\$217,000	\$24,480	SHARC Payoffs
MISC INCOME	\$13,692	\$8,280	\$5,412	\$213,621	\$80,781	\$132,840	Caldera Expansion, COVA Grant for Signs
Total Revenue	\$1,217,058	\$1,168,489	\$48,569	\$10,956,436	\$10,598,565	\$357,871	

SROA Expense Detail September 30, 2023

Expense Categories	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
ADMINISTRATION	\$105,235	\$96,011	-\$9,224	\$928,018	\$948,571	\$20,553	Supply savings, timing of contract services
INSURANCE	\$44,169	\$45,833	\$1,664	\$421,933	\$412,497	-\$9,436	New vehicles on policy, credit due
ADMINISTRATION BUILDING MAINTENANCE	\$4,274	\$6,123	\$1,849	\$41,993	\$48,633	\$6,640	Labor allocation, building supply savings
COMMUNICATIONS	\$24,057	\$27,999	\$3,942	\$238,346	\$288,025	\$49,679	Labor savings, timing of contract services payments, advertising
LEGAL	-\$7,621	\$12,500	\$20,121	\$101,528	\$112,500	\$10,972	All invoices received ytd
NORTH POOL MAINTENANCE	\$9,757	\$5,432	-\$4,325	\$61,507	\$41,594	-\$19,913	Labor allocation
TENNIS MAINTENANCE	\$1,279	\$2,087	\$808	\$12,134	\$18,095	\$5,961	Labor allocation
PUBLIC WORKS/ROAD MAINTENANCE	\$85,373	\$108,703	\$23,330	\$812,687	\$852,388	\$39,701	Labor allocation
PATHWAY MAINTENANCE	\$6,979	\$9,441	\$2,462	\$61,627	\$80,972	\$19,345	Labor allocation, pathway supplies
PARKS MAINTENANCE	\$10,457	\$14,267	\$3,810	\$104,108	\$101,638	-\$2,470	
SKYPARK	\$0	\$0	\$0	\$949	\$0	-\$949	
STORAGE YARD	\$679	\$2,575	\$1,896	\$16,252	\$21,074	\$4,822	
ROAD RESURFACING	\$0	\$2,115	\$2,115	\$14,606	\$21,095	\$6,489	Savings in contract services
SHARC MAINTENANCE	\$28,260	\$41,473	\$13,213	\$302,689	\$347,717	\$45,028	Labor allocation
NORTH POOL REC	\$24,254	\$18,078	-\$6,176	\$205,803	\$189,291	-\$16,512	P/T labor higher than budget, chemicals
TENNIS REC	\$7,413	\$5,482	-\$1,931	\$50,852	\$60,833	\$9,981	P/T labor savings
RECREATION MGMT/SHARC	\$242,588	\$207,598	-\$34,990	\$1,968,240	\$2,024,500	\$56,260	Chemicals
FIRE STATION BUILDING	\$0	\$0	\$0	\$0	\$0	\$0	
COMMUNITY DEVELOPMENT	\$40,959	\$38,586	-\$2,373	\$364,321	\$343,965	-\$20,356	Additional labor to assist in department
NATURAL RESOURCES	\$57,964	\$42,064	-\$15,900	\$391,329	\$406,626	\$15,297	Nature Center invoice(s) not received
FLEET SERVICES	\$55,613	\$36,481	-\$19,132	\$403,854	\$346,646	-\$57,208	Labor allocations
ACCOUNTING	\$39,375	\$37,744	-\$1,631	\$398,291	\$379,942	-\$18,349	Bank charges, collection fees
PPD DUES EXPENSE	\$13,337	\$13,333	-\$4	\$119,164	\$119,997	\$833	
DEPRECIATION	\$144,363	\$146,025	\$1,662	\$1,272,467	\$1,291,225	\$18,758	
ROAD/PATHWAY PROJECTS & LFR	\$224,688	\$250,000	\$25,312	\$751,201	\$800,000	\$48,799	LFR grant received
Total Expense	\$1,163,452	\$1,169,950	\$6,498	\$9,043,899	\$9,257,824	\$213,925	

Recreation Summary September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
GATE FEE, ACCESS, PROGRAM	\$350,031	\$369,942	-\$19,911	\$3,312,462	\$3,442,647	-\$130,185
MISCELLANEOUS INCOME	\$0	\$0	\$0	-\$1	\$0	-\$1
Total Revenue	\$350,031	\$369,942	-\$19,911	\$3,312,461	\$3,442,647	-\$130,186
Cost of Goods Sold						
RECREATION COGS	\$29,558	\$15,800	-\$13,758	\$138,997	\$175,681	\$36,684
Gross Profit	\$320,473	\$354,142	-\$33,669	\$3,173,464	\$3,266,966	-\$93,502
Expense Categories						
REC ADMIN/SHARC OPERATIONS	\$242,588	\$207,598	-\$34,990	\$1,968,240	\$2,024,500	\$56,260
NORTH POOL OPERATIONS	\$24,254	\$18,078	-\$6,176	\$205,803	\$189,291	-\$16,512
TENNIS OPERATIONS	\$7,413	\$5,482	-\$1,931	\$50,852	\$60,833	\$9,981
SHARC MAINTENANCE	\$28,260	\$41,473	\$13,213	\$302,689	\$347,717	\$45,028
NORTH POOL MAINTENANCE	\$9,757	\$5,432	-\$4,325	\$61,507	\$41,594	-\$19,913
TENNIS MAINTENANCE	\$1,279	\$2,087	\$808	\$12,134	\$18,095	\$5,961
DEPRECIATION	\$104,003	\$102,500	-\$1,503	\$912,126	\$914,500	\$2,374
Total Expenses	\$417,554	\$382,650	-\$34,904	\$3,513,351	\$3,596,530	\$83,179
Total Revenue & Expenses						
Gross Profit	\$320,473	\$354,142	-\$33,669	\$3,173,464	\$3,266,966	-\$93,502
Total Expenses	\$417,554	\$382,650	-\$34,904	\$3,513,351	\$3,596,530	\$83,179
Gross Profit - Expenses	-\$97,081	-\$28,508	-\$68,573	-\$339,887	-\$329,564	-\$10,323

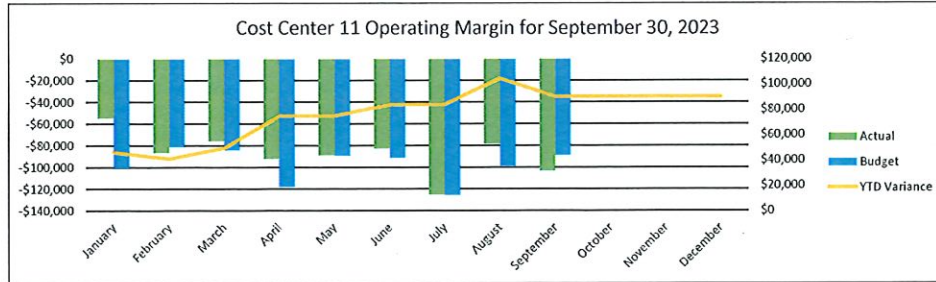
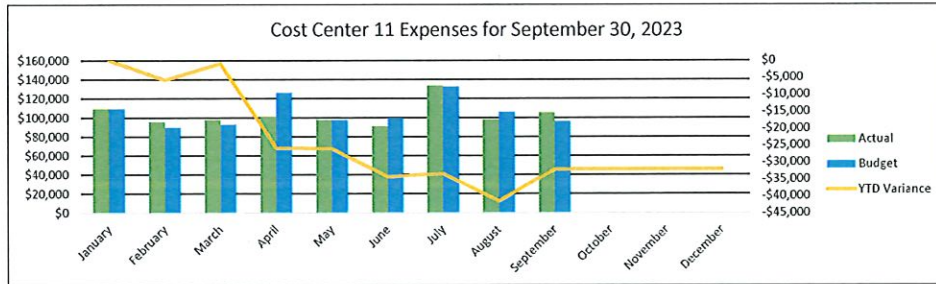
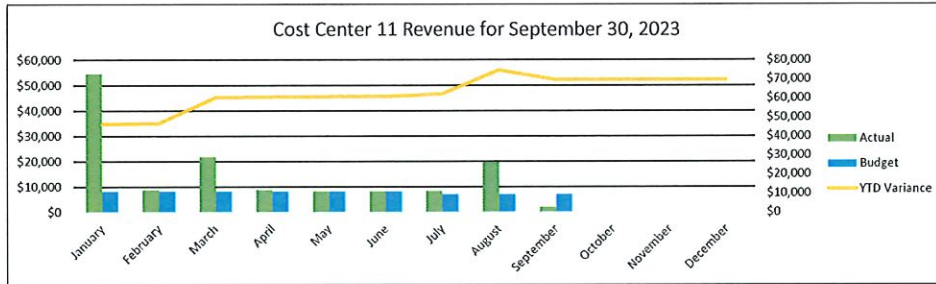


PW Summary September 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
PW ADMIN / ROAD MAINTENANCE	\$85,373	\$108,703	\$23,330	\$812,687	\$852,388	\$39,701
PATHWAY MAINTENANCE	\$6,979	\$9,441	\$2,462	\$61,627	\$80,972	\$19,345
PARK MAINTENANCE	\$10,457	\$14,267	\$3,810	\$104,108	\$101,638	-\$2,470
STORAGE YARD	\$679	\$2,575	\$1,896	\$16,252	\$21,074	\$4,822
ROAD RESURFACING	\$0	\$2,115	\$2,115	\$14,606	\$21,095	\$6,489
FLEET SERVICES	\$55,613	\$36,481	-\$19,132	\$403,854	\$346,646	-\$57,208
Total Expenses	\$159,101	\$173,582	\$14,481	\$1,413,134	\$1,423,813	\$10,679

Cost Center 11 - Administration: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
SSD REVENUE	\$643	\$0	\$643	\$10,935	\$7,716	\$3,219
SPACE RENTAL INCOME	\$1,250	\$6,929	-\$5,679	\$67,188	\$61,947	\$5,241
A.V. REVENUES	\$0	\$100	-\$100	\$1,575	\$900	\$675
MISCELLANEOUS INCOME	\$50	\$0	\$50	\$60,315	\$0	\$60,315
Total Revenue	\$1,943	\$7,029	-\$5,086	\$140,013	\$70,563	\$69,450
Expense Categories						
WAGES	\$57,038	\$60,068	\$3,030	\$524,381	\$511,860	-\$12,521
ALLOCATED BURDEN	\$19,938	\$20,232	\$294	\$163,189	\$172,145	\$8,956
REPAIRS AND MAINTENANCE	\$0	\$25	\$25	\$0	\$225	\$225
SUPPLIES	\$14,706	\$2,424	-\$12,282	\$31,629	\$34,244	\$2,615
SMALL TOOLS/INTERNET	\$2,214	\$2,900	\$686	\$33,736	\$26,100	-\$7,636
PRINTED FORMS	\$0	\$450	\$450	\$1,037	\$1,650	\$613
OFFICE SUPPLIES	\$746	\$500	-\$246	\$9,033	\$6,100	-\$2,933
IT EQUIPMENT	\$81	\$200	\$119	\$1,999	\$3,000	\$1,001
COPY MCHNE RECOVERY	-\$781	-\$1,500	-\$719	-\$2,956	-\$4,500	-\$1,544
TELEPHONE	\$3,269	\$1,350	-\$1,919	\$16,132	\$12,150	-\$3,982
POSTAGE	-\$2,070	-\$2,000	\$70	\$1,693	-\$1,000	-\$1,793
COMMUNICATION EXPENSE	\$256	\$200	-\$56	\$2,490	\$1,840	-\$650
FUEL	\$65	\$50	-\$15	\$340	\$450	\$110
COMMUNITY RELATIONS EXPENSE	\$529	\$250	-\$279	\$6,067	\$10,000	\$3,933
LICENSES & FEES	\$0	\$550	\$550	\$3,514	\$6,500	\$2,986
CONTRACT SERVICES	\$8,897	\$8,017	-\$880	\$81,013	\$103,178	\$22,165
ELECTION EXPENSE	\$0	\$0	\$0	\$13,433	\$10,300	-\$3,133
TRAVEL	\$0	\$0	\$0	\$27	\$1,700	\$1,673
MEALS	\$11	\$120	\$109	\$296	\$1,840	\$1,544
SCHOOLS & TRAINING	\$0	\$1,600	\$1,600	\$760	\$6,500	\$5,740
EMPLOYEE SAFETY	\$16	\$200	\$184	\$2,066	\$5,700	\$3,634
SSD RULES ENFORCEMENT	\$0	\$0	\$0	\$33,914	\$33,914	\$0
MEDICAL & PHYSICAL	\$0	\$100	\$100	\$512	\$300	-\$212
EMPLOYEE FUNCTIONS	\$188	\$75	-\$113	\$1,504	\$675	-\$829
BOARD FUNCTIONS	\$132	\$200	\$68	\$2,209	\$2,800	\$591
Total Expenses	\$105,235	\$96,011	-\$9,224	\$928,018	\$948,571	\$20,553
Total Revenue & Expenses						
Total Income	\$1,943	\$7,029	-\$5,086	\$140,013	\$70,563	\$69,450
Total Expenses	\$105,235	\$96,011	-\$9,224	\$928,018	\$948,571	\$20,553
Income - Expenses	-\$103,292	-\$88,982	-\$14,310	-\$788,005	-\$878,008	\$90,003



Cost Center 12 - Insurance: September 30, 2023

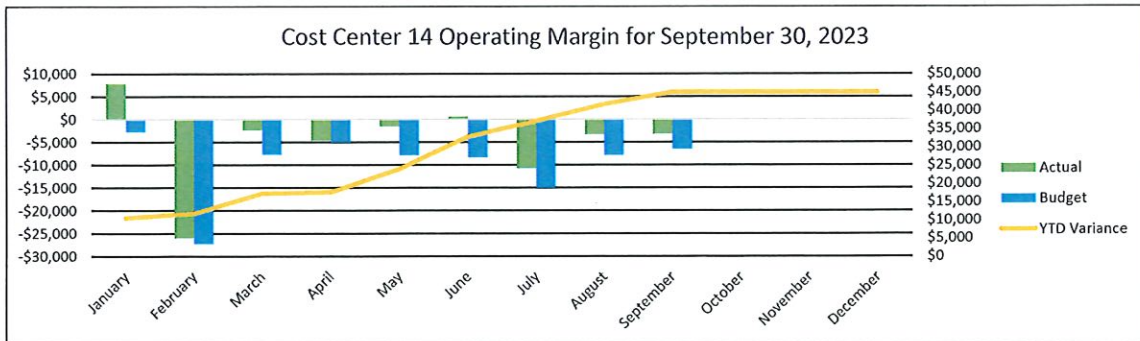
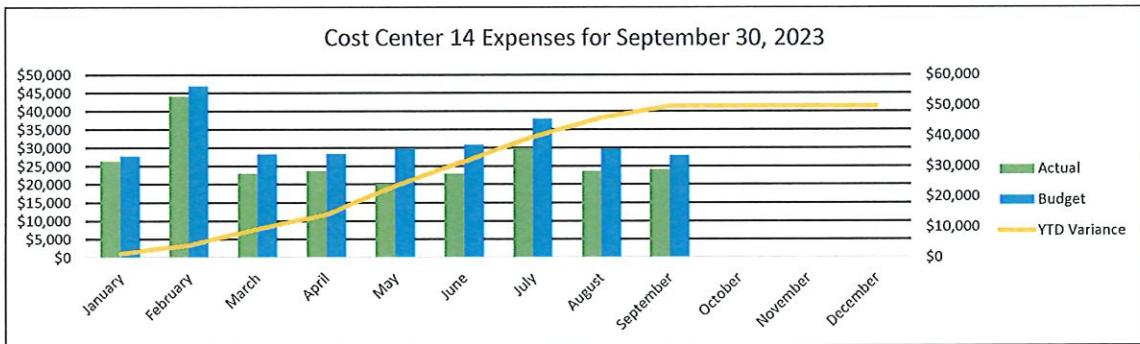
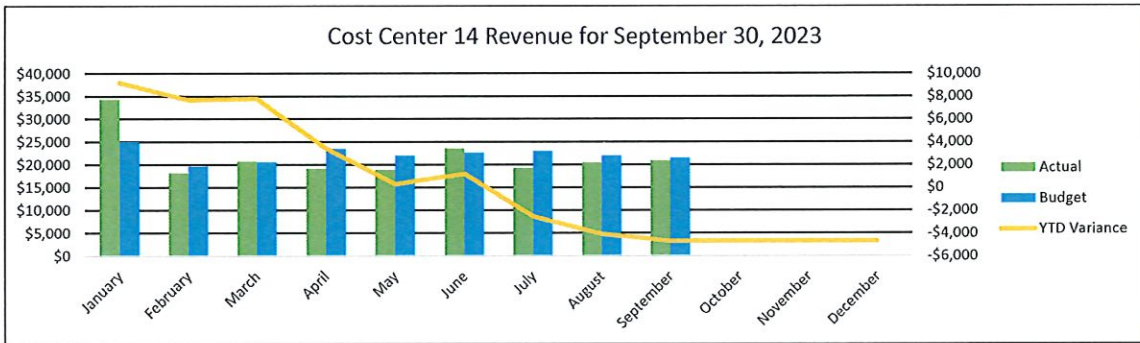
Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INSURANCE	\$44,169	\$45,833	\$1,664	\$421,933	\$412,497	-\$9,436
Total Expenses	\$44,169	\$45,833	\$1,664	\$421,933	\$412,497	-\$9,436

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

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
WAGES	\$0	\$413	\$413	\$1,339	\$3,717	\$2,378
ALLOCATED BURDEN	\$0	\$136	\$136	\$447	\$1,224	\$777
BUILDING MAINTENANCE SUPPLIES	\$0	\$185	\$185	\$202	\$1,665	\$1,463
SUPPLIES	\$0	\$208	\$208	\$1,362	\$830	-\$532
ELECTRICITY	\$430	\$446	\$16	\$3,838	\$4,015	\$177
NATURAL GAS	\$0	\$82	\$82	\$1,601	\$1,801	\$200
WATER & SEWER	\$264	\$173	-\$91	\$1,694	\$1,558	-\$136
WASTE REMOVAL	\$219	\$193	-\$26	\$1,841	\$1,738	-\$103
CONTRACT SERVICES	\$805	\$1,903	\$1,098	\$7,653	\$10,628	\$2,975
LANDSCAPE MAINTENANCE	\$0	\$0	\$0	\$54	\$0	-\$54
PROPERTY TAXES	\$2,400	\$2,292	-\$108	\$21,321	\$20,629	-\$692
JANITORIAL	\$156	\$92	-\$64	\$641	\$828	\$187
Total Expenses	\$4,274	\$6,123	\$1,849	\$41,993	\$48,633	\$6,640

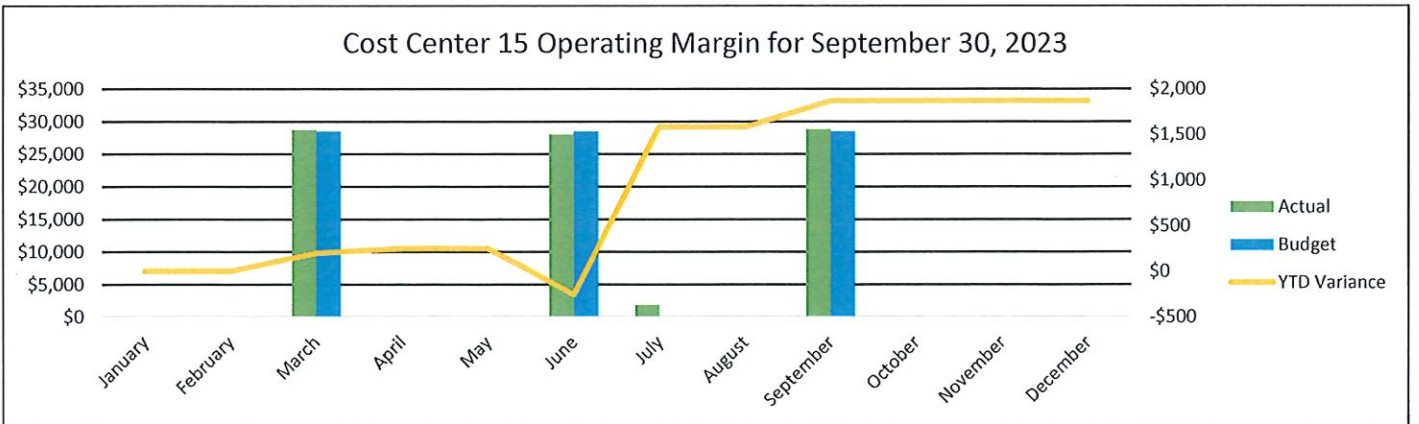
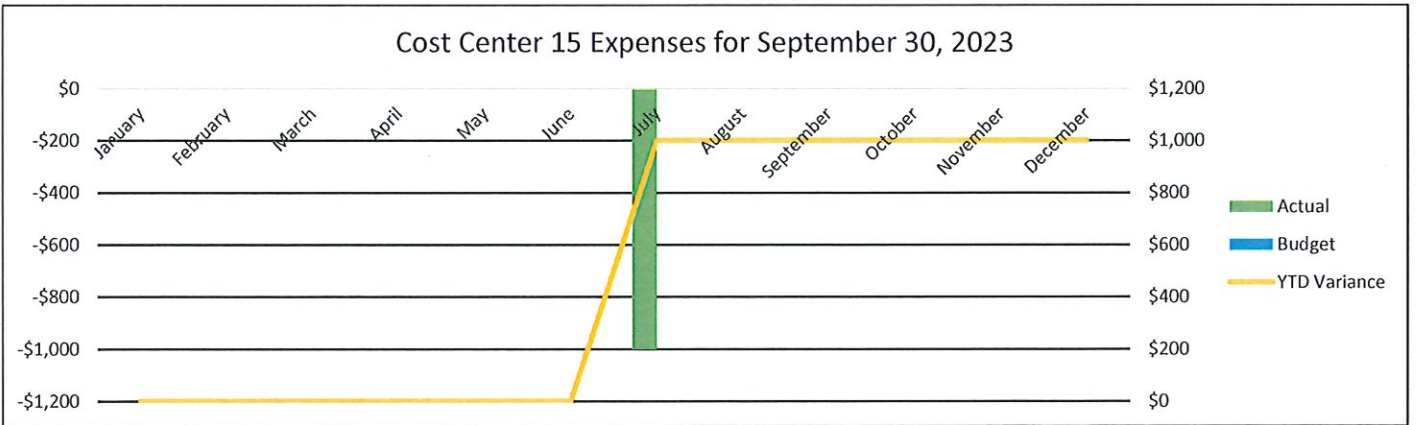
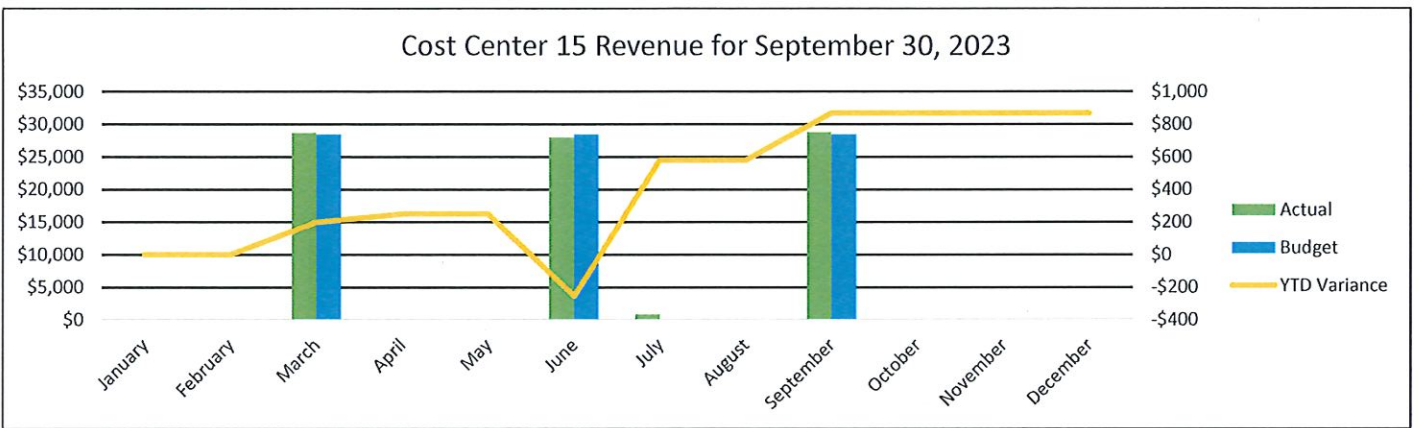
Cost Center 14 - Communications: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ADVERTISING REVENUE	\$20,858	\$21,500	-\$642	\$195,162	\$199,700	-\$4,538
MISCELLANEOUS INCOME	\$2	\$0	\$2	\$174	\$360	-\$186
Total Revenue	\$20,860	\$21,500	-\$640	\$195,336	\$200,060	-\$4,724
Expense Categories						
WAGES	\$12,365	\$14,662	\$2,297	\$114,149	\$131,958	\$17,809
ALLOCATED BURDEN	\$5,106	\$5,067	-\$39	\$42,703	\$45,353	\$2,650
SUPPLIES	\$0	\$40	\$40	\$76	\$520	\$444
PRINTED FORMS	\$77	\$65	-\$12	\$297	\$8,510	\$8,213
OFFICE SUPPLIES	\$137	\$50	-\$87	\$669	\$930	\$261
POSTAGE	\$2,768	\$2,850	\$82	\$22,391	\$22,975	\$584
COMMUNICATION EXPENSE	\$53	\$105	\$52	\$1,208	\$1,653	\$445
FUEL	\$174	\$20	-\$154	\$453	\$180	-\$273
LICENSES & FEES	\$304	\$500	\$196	\$3,464	\$5,746	\$2,282
CONTRACT SERVICES	\$285	\$3,890	\$3,605	\$47,205	\$58,850	\$11,645
ADVERTISING - COMM	\$2,790	\$500	-\$2,290	\$5,612	\$10,500	\$4,888
SCHOOLS & TRAINING	\$0	\$250	\$250	\$0	\$750	\$750
MEDICAL & PHYSICAL	\$0	\$0	\$0	\$120	\$100	-\$20
Total Expenses	\$24,059	\$27,999	\$3,940	\$238,347	\$288,025	\$49,678
Total Revenue & Expenses						
Total Income	\$20,860	\$21,500	-\$640	\$195,336	\$200,060	-\$4,724
Total Expenses	\$24,059	\$27,999	\$3,940	\$238,347	\$288,025	\$49,678
Income - Expenses	-\$3,199	-\$6,499	\$3,300	-\$43,011	-\$87,965	\$44,954



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

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
CABLE TELEVISION FEE REVENUE	\$28,789	\$28,500	\$289	\$86,367	\$85,500	\$867
Total Revenue	\$28,789	\$28,500	\$289	\$86,367	\$85,500	\$867
Expense Categories						
PROPERTY RENTS	\$0	\$0	\$0	-\$1,000	\$0	\$1,000
Total Expenses	\$0	\$0	\$0	-\$1,000	\$0	\$1,000
Total Revenue & Expenses						
Total Income	\$28,789	\$28,500	\$289	\$86,367	\$85,500	\$867
Total Expenses	\$0	\$0	\$0	-\$1,000	\$0	\$1,000
Income - Expenses	\$28,789	\$28,500	\$289	\$87,367	\$85,500	\$1,867



Cost Center 16 - Legal: September 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
LEGAL FEES	-\$7,621	\$12,500	\$20,121	\$101,528	\$112,500	\$10,972
Total Expenses	-\$7,621	\$12,500	\$20,121	\$101,528	\$112,500	\$10,972

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

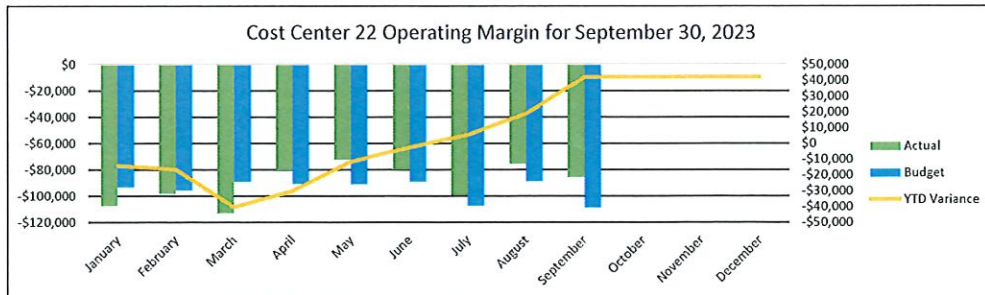
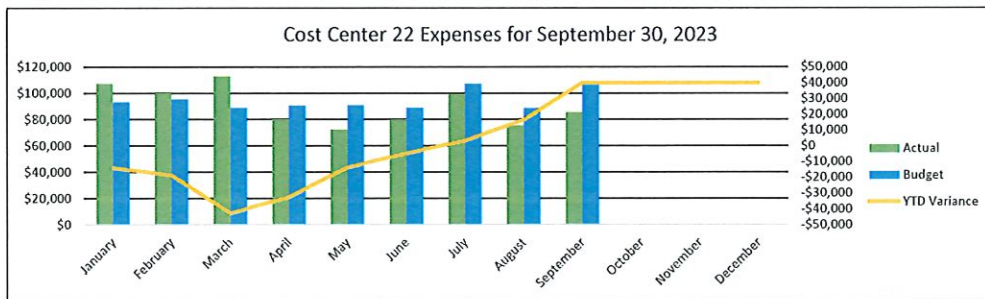
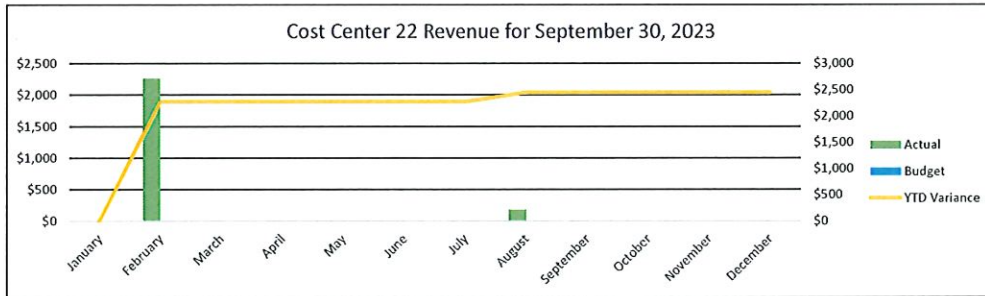
Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
WAGES	\$4,007	\$2,233	-\$1,774	\$33,542	\$20,097	-\$13,445
ALLOCATED BURDEN	\$1,502	\$734	-\$768	\$11,344	\$6,606	-\$4,738
BUILDING MAINTENANCE SUPPLIES	\$0	\$48	\$48	\$0	\$359	\$359
SUPPLIES	\$0	\$625	\$625	\$4,367	\$3,750	-\$617
CONTRACT SERVICES	\$0	\$304	\$304	\$744	\$1,824	\$1,080
LANDSCAPE MAINTENANCE	\$4,248	\$1,339	-\$2,909	\$11,511	\$8,034	-\$3,477
OPERATING EQUIPMENT	\$0	\$149	\$149	\$0	\$924	\$924
Total Expenses	\$9,757	\$5,432	-\$4,325	\$61,508	\$41,594	-\$19,914

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

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
WAGES	\$928	\$1,326	\$398	\$7,351	\$11,934	\$4,583
ALLOCATED BURDEN	\$351	\$436	\$85	\$2,574	\$3,924	\$1,350
BUILDING MAINTENANCE SUPPLIES	\$0	\$44	\$44	\$0	\$493	\$493
SUPPLIES	\$0	\$281	\$281	\$2,209	\$1,744	-\$465
Total Expenses	\$1,279	\$2,087	\$808	\$12,134	\$18,095	\$5,961

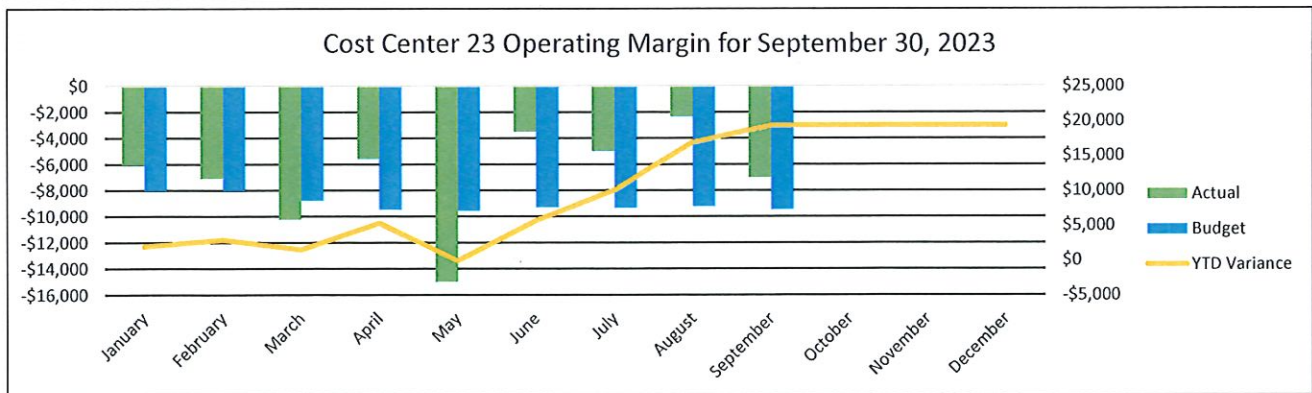
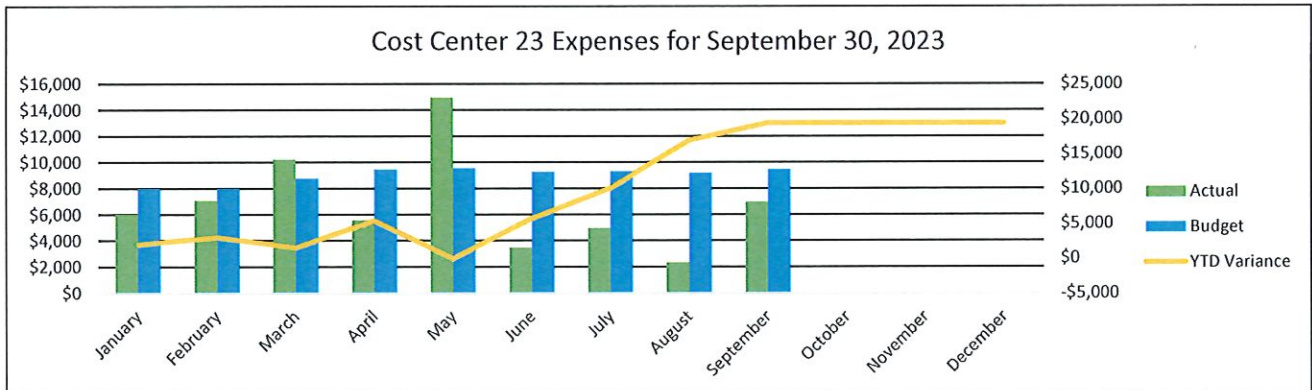
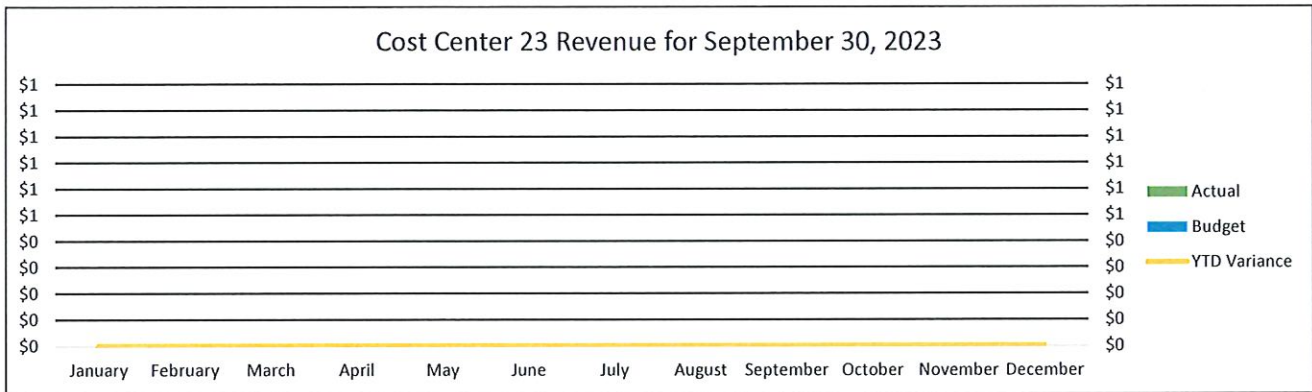
Cost Center 22 - Road Maintenance/PW Admin: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$2,445	\$0	\$2,445
Total Revenue	\$0	\$0	\$0	\$2,445	\$0	\$2,445
Expense Categories						
WAGES	\$48,048	\$53,360	\$5,312	\$458,708	\$480,657	\$21,949
ALLOCATED BURDEN	\$18,172	\$18,279	\$107	\$156,847	\$163,898	\$7,051
BUILDING REPAIR	\$0	\$437	\$437	\$8,263	\$4,629	-\$3,634
BUILDING MAINTENANCE SUPPLIES	\$0	\$168	\$168	\$10	\$1,512	\$1,502
LF DISPOSAL FEE-RD MT	\$0	\$788	\$788	\$0	\$4,882	\$4,882
SUPPLIES	\$276	\$1,174	\$898	\$4,409	\$7,286	\$2,877
SMALL TOOLS/INTERNET	\$458	\$721	\$263	\$3,136	\$4,474	\$1,338
UNIFORMS	\$325	\$1,085	\$760	\$4,647	\$4,467	-\$180
OFFICE SUPPLIES	\$0	\$118	\$118	\$454	\$1,062	\$608
SANDING CINDERS	\$0	\$15,250	\$15,250	\$27,216	\$31,471	\$4,255
ELECTRICITY	\$792	\$723	-\$69	\$9,858	\$6,507	-\$3,351
NATURAL GAS	\$216	\$221	\$5	\$6,717	\$4,853	-\$1,864
WATER & SEWER	\$810	\$1,240	\$430	\$5,488	\$7,689	\$2,201
WASTE REMOVAL	\$42	\$2,394	\$2,352	\$6,665	\$9,324	\$2,659
POSTAGE	\$148	\$47	-\$101	\$471	\$424	-\$47
COMMUNICATION EXPENSE	\$896	\$1,009	\$113	\$9,415	\$9,082	-\$333
FUEL	\$7,653	\$2,575	-\$5,078	\$31,152	\$23,175	-\$7,977
CONTRACT SERVICES	\$539	\$773	\$234	\$5,068	\$6,957	\$1,889
SIGNS	\$1,275	\$879	-\$396	\$1,386	\$3,644	\$2,258
STREET LIGHTS	\$5,076	\$5,165	\$89	\$46,299	\$46,485	\$186
STRIPING	\$0	\$1,093	\$1,093	\$20,247	\$19,073	-\$1,174
TRAVEL	\$0	\$276	\$276	\$1,142	\$2,484	\$1,342
MEALS	\$260	\$358	\$98	\$2,933	\$3,223	\$290
SCHOOLS & TRAINING	\$0	\$429	\$429	\$1,224	\$3,861	\$2,637
MEDICAL & PHYSICAL	\$386	\$141	-\$245	\$932	\$1,269	\$337
Total Expenses	\$85,372	\$108,703	\$23,331	\$812,687	\$852,388	\$39,701
Total Revenue & Expenses						
Total Income	\$0	\$0	\$0	\$2,445	\$0	\$2,445
Total Expenses	\$85,372	\$108,703	\$23,331	\$812,687	\$852,388	\$39,701
Income - Expenses	-\$85,372	-\$108,703	\$23,331	-\$810,242	-\$852,388	\$42,146



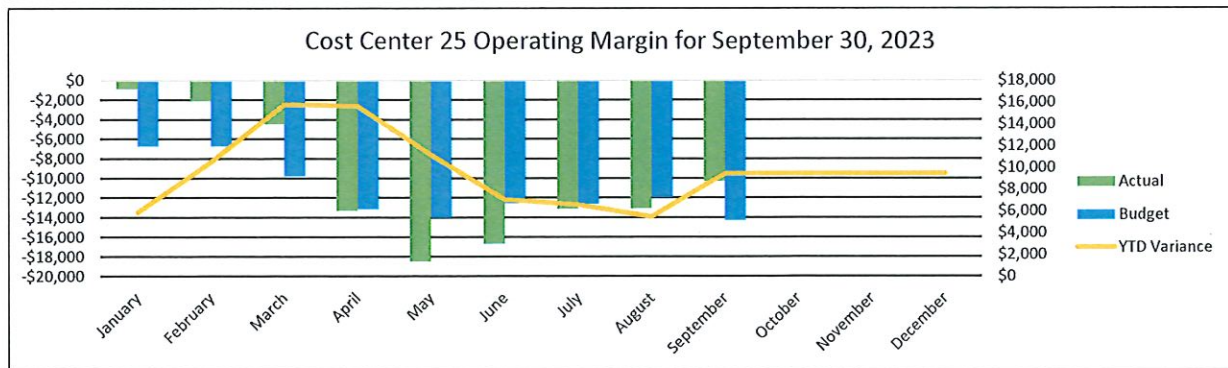
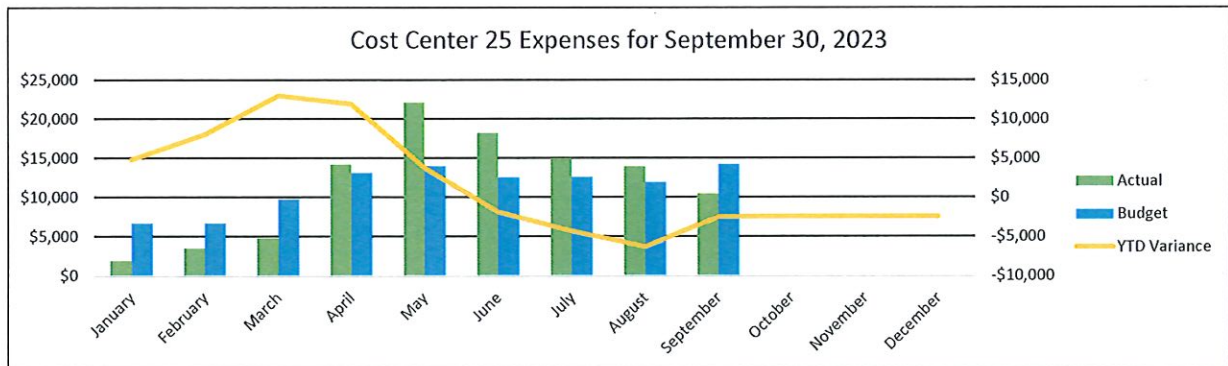
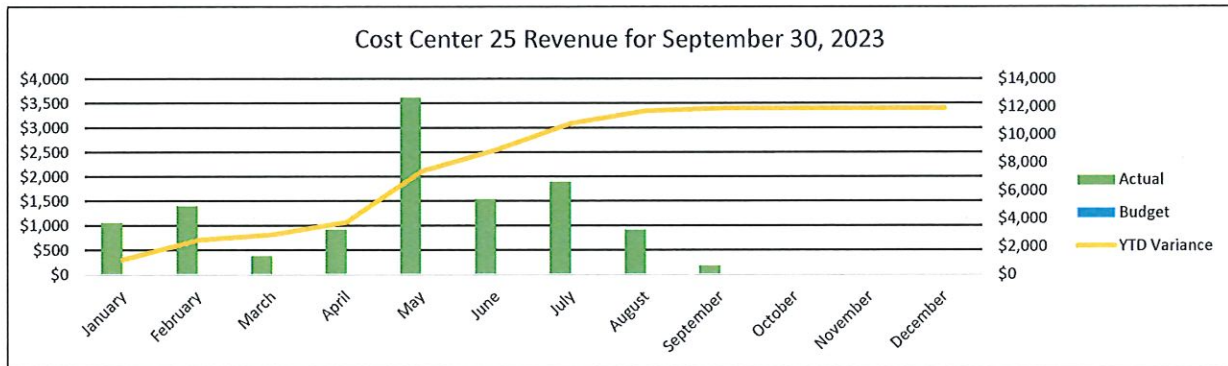
Cost Center 23 - Pathway Maintenance: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
	0	0	0	0	0	0
Total Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Expense Categories						
WAGES	\$5,051	\$5,976	\$925	\$44,686	\$53,784	\$9,098
ALLOCATED BURDEN	\$1,928	\$1,963	\$35	\$15,281	\$17,667	\$2,386
SUPPLIES	\$0	\$1,169	\$1,169	\$1,618	\$7,251	\$5,633
SMALL TOOLS/INTERNET	\$0	\$93	\$93	\$0	\$637	\$637
SIGNS	\$0	\$240	\$240	\$42	\$1,633	\$1,591
Total Expenses	\$6,979	\$9,441	\$2,462	\$61,627	\$80,972	\$19,345
Total Revenue & Expenses						
Total Income	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$6,979	\$9,441	\$2,462	\$61,627	\$80,972	\$19,345
Income - Expenses	-\$6,979	-\$9,441	\$2,462	-\$61,627	-\$80,972	\$19,345



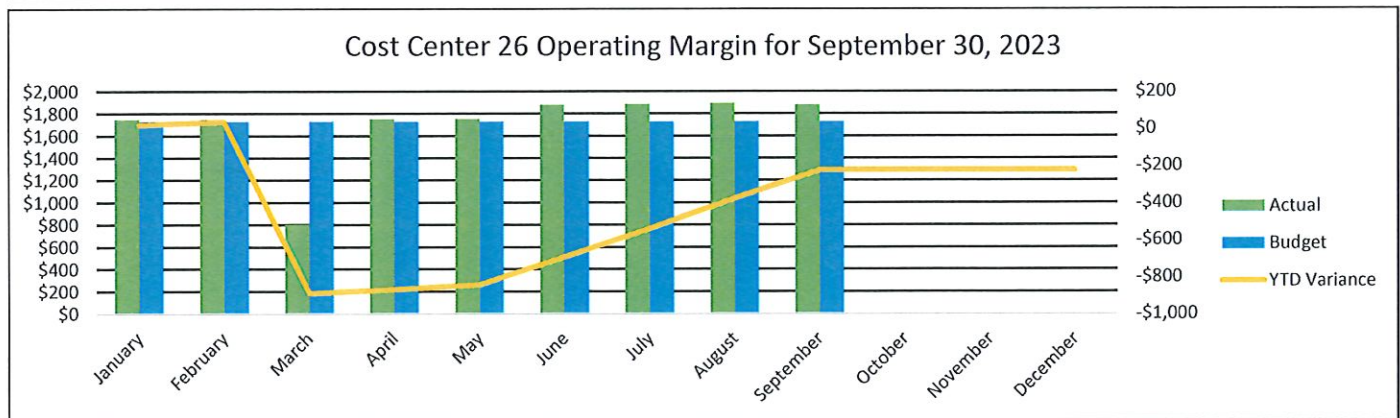
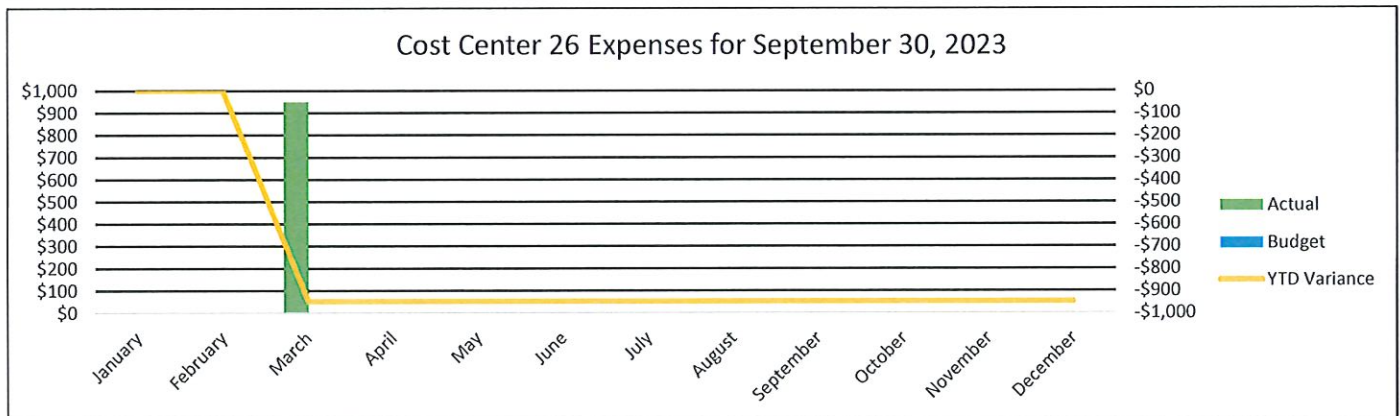
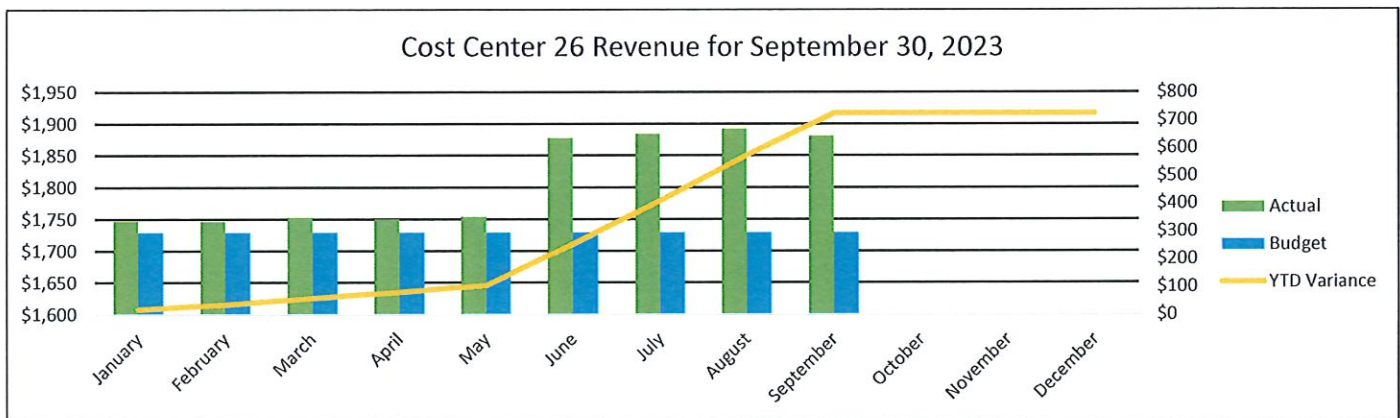
Cost Center 25 - Parks Maintenance: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
PARK RESERVATION REVENUE	\$180	\$0	\$180	\$11,900	\$0	\$11,900
Total Revenue	\$180	\$0	\$180	\$11,900	\$0	\$11,900
Expense Categories						
WAGES	\$2,685	\$4,554	\$1,869	\$44,292	\$40,986	-\$3,306
ALLOCATED BURDEN	\$1,036	\$1,496	\$460	\$15,387	\$13,464	-\$1,923
BUILDING MAINTENANCE SUPPLIES	\$0	\$146	\$146	\$1,786	\$861	-\$925
SUPPLIES	\$217	\$710	\$493	\$5,361	\$4,742	-\$619
ELECTRICITY	\$142	\$225	\$83	\$3,344	\$2,025	-\$1,319
WATER & SEWER	\$2,659	\$1,820	-\$839	\$11,373	\$11,283	-\$90
CONTRACT SERVICES	\$0	\$0	\$0	\$1,324	\$0	-\$1,324
LANDSCAPE MAINTENANCE	\$3,194	\$4,022	\$828	\$18,755	\$19,817	\$1,062
JANITORIAL	\$524	\$1,294	\$770	\$2,486	\$8,460	\$5,974
Total Expenses	\$10,457	\$14,267	\$3,810	\$104,108	\$101,638	-\$2,470
Total Revenue & Expenses						
Total Income	\$180	\$0	\$180	\$11,900	\$0	\$11,900
Total Expenses	\$10,457	\$14,267	\$3,810	\$104,108	\$101,638	-\$2,470
Income - Expenses	-\$10,277	-\$14,267	\$3,990	-\$92,208	-\$101,638	\$9,430



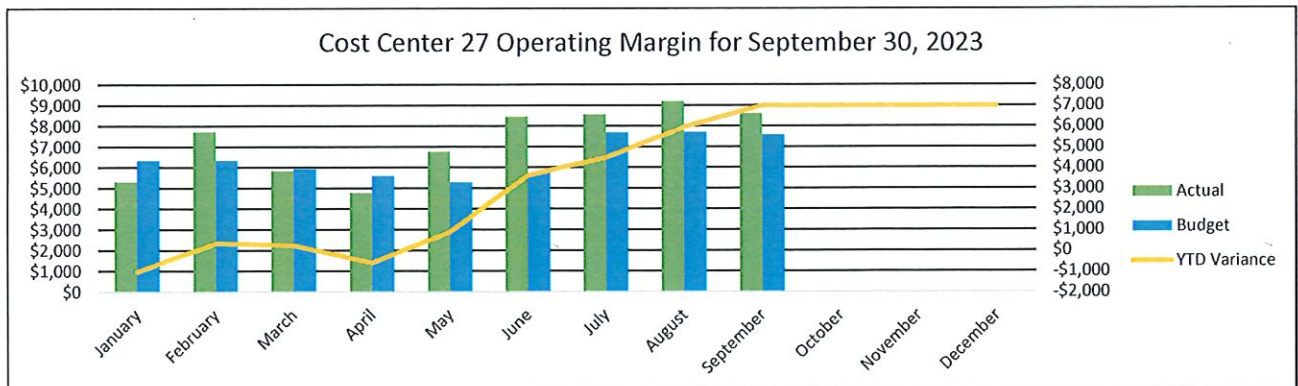
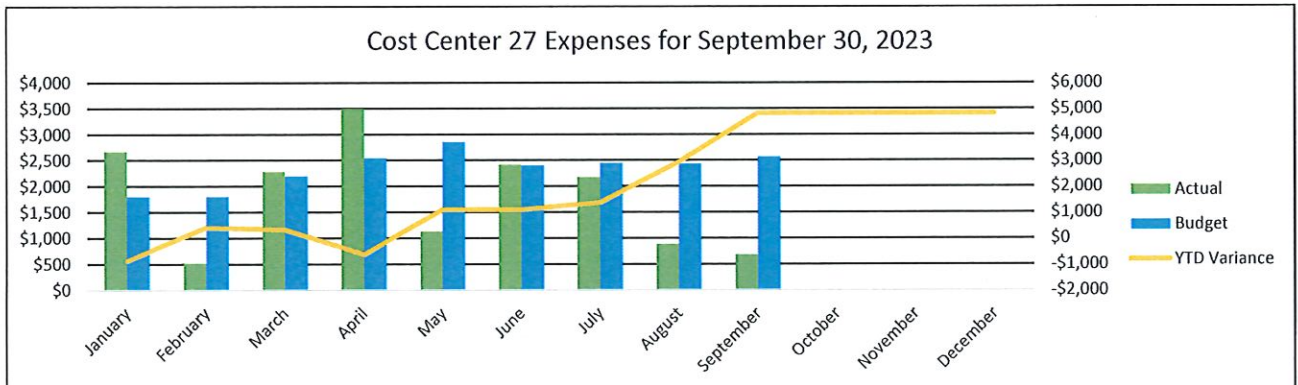
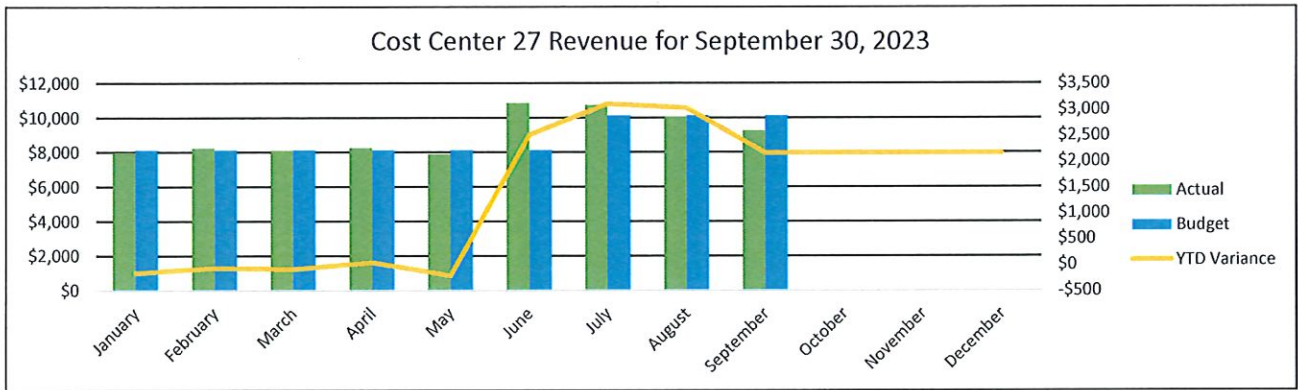
Cost Center 26 - Skypark: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INTEREST INCOME	\$152	\$0	\$152	\$725	\$0	\$725
SKY PARK ASSESSMENT	\$1,729	\$1,729	\$0	\$15,561	\$15,561	\$0
Total Revenue	\$1,881	\$1,729	\$152	\$16,286	\$15,561	\$725
Expense Categories						
CONTRACT SERVICES	\$0	\$0	\$0	\$949	\$0	-\$949
Total Expenses	\$0	\$0	\$0	\$949	\$0	-\$949
Total Revenue & Expenses						
Total Income	\$1,881	\$1,729	\$152	\$16,286	\$15,561	\$725
Total Expenses	\$0	\$0	\$0	\$949	\$0	-\$949
Income - Expenses	\$1,881	\$1,729	\$152	\$15,337	\$15,561	-\$224



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

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
RV STORAGE REVENUE	\$9,278	\$10,149	-\$871	\$81,499	\$79,341	\$2,158
Total Revenue	\$9,278	\$10,149	-\$871	\$81,499	\$79,341	\$2,158
Expense Categories						
WAGES	\$199	\$920	\$721	\$9,515	\$8,280	-\$1,235
ALLOCATED BURDEN	\$77	\$302	\$225	\$3,239	\$2,718	-\$521
SUPPLIES	\$0	\$146	\$146	\$0	\$861	\$861
ELECTRICITY	\$37	\$710	\$673	\$290	\$4,742	\$4,452
WATER & SEWER	\$98	\$225	\$127	\$791	\$2,025	\$1,234
STREET LIGHTS	\$268	\$272	\$4	\$2,417	\$2,448	\$31
Total Expenses	\$679	\$2,575	\$1,896	\$16,252	\$21,074	\$4,822
Total Revenue & Expenses						
Total Income	\$9,278	\$10,149	-\$871	\$81,499	\$79,341	\$2,158
Total Expenses	\$679	\$2,575	\$1,896	\$16,252	\$21,074	\$4,822
Income - Expenses	\$8,599	\$7,574	\$1,025	\$65,247	\$58,267	\$6,980



Cost Center 28 - Road Resurfacing: September 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
SUPPLIES	\$0	\$1,009	\$1,009	\$13,409	\$8,789	-\$4,620
CONTRACT SERVICES	\$0	\$1,106	\$1,106	\$1,197	\$12,306	\$11,109
Total Expenses	\$0	\$2,115	\$2,115	\$14,606	\$21,095	\$6,489

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

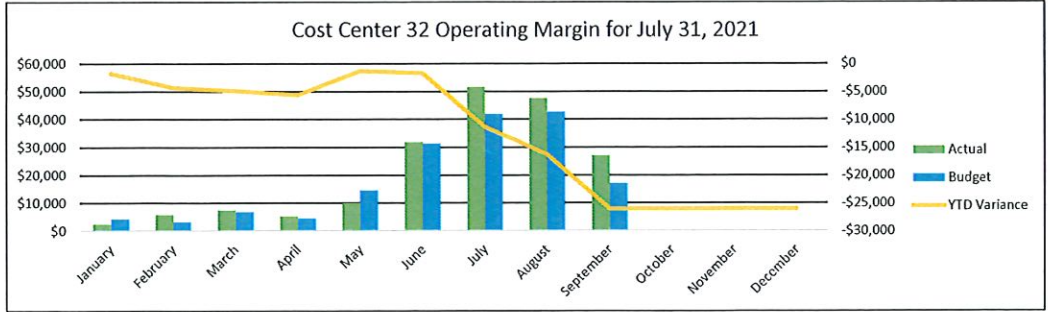
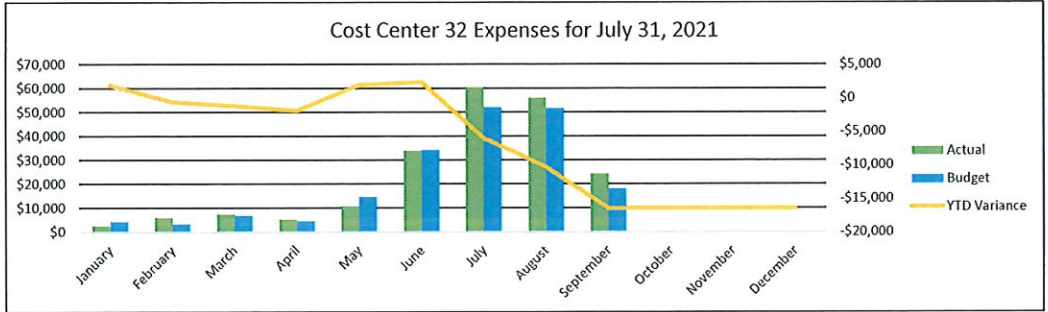
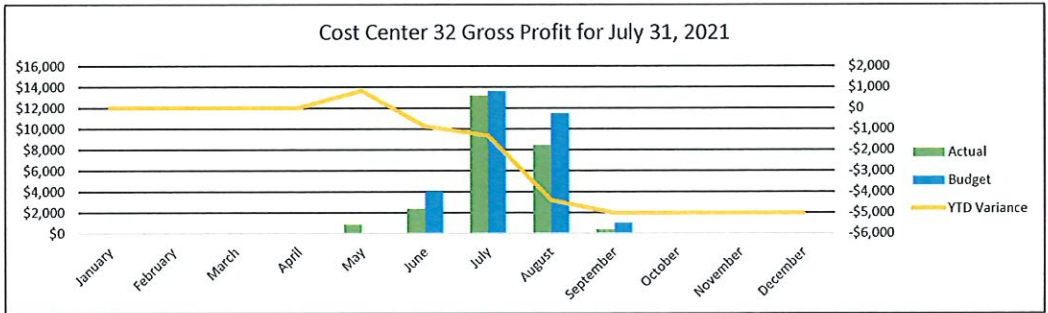
Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
WAGES	\$12,723	\$20,456	\$7,733	\$140,944	\$184,104	\$43,160
ALLOCATED BURDEN	\$4,857	\$6,720	\$1,863	\$48,620	\$60,480	\$11,860
BUILDING MAINTENANCE SUPPLIES	\$0	\$643	\$643	\$1,062	\$5,788	\$4,726
SUPPLIES	\$2,160	\$3,435	\$1,275	\$44,678	\$30,915	-\$13,763
CONTRACT SERVICES	\$0	\$3,242	\$3,242	\$24,900	\$22,363	-\$2,537
LANDSCAPE MAINTENANCE	\$8,521	\$6,242	-\$2,279	\$41,459	\$37,452	-\$4,007
OPERATING EQUIPMENT	\$0	\$735	\$735	\$1,026	\$6,615	\$5,589
Total Expenses	\$28,261	\$41,473	\$13,212	\$302,689	\$347,717	\$45,028

Cost Center 31 - Recreation: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
MEMBER PREFERENCE REVENUE	\$52,686	\$53,000	-\$314	\$455,951	\$456,155	-\$204
RECREATION PLUS CARD REVENUE	\$207,698	\$210,390	-\$2,692	\$1,881,878	\$1,883,986	-\$2,108
RECREATION PLUS DISCOUNTS	-\$4,072	-\$4,977	\$905	-\$36,299	-\$42,000	\$5,701
MISCELLANEOUS INCOME	\$0	\$0	\$0	-\$1	\$0	-\$1
Total Revenue	\$256,312	\$258,413	-\$2,101	\$2,301,529	\$2,298,141	\$3,388

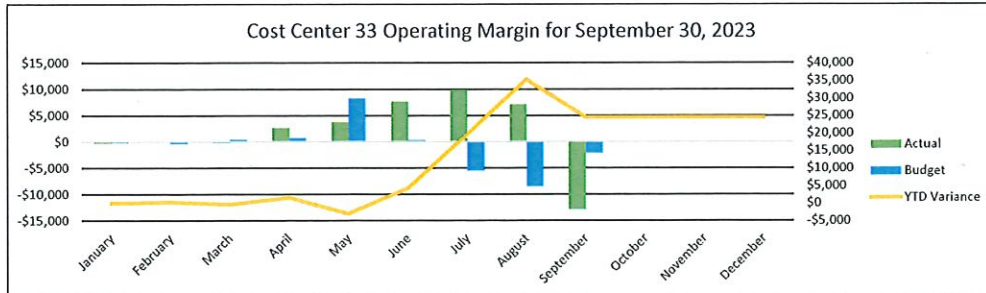
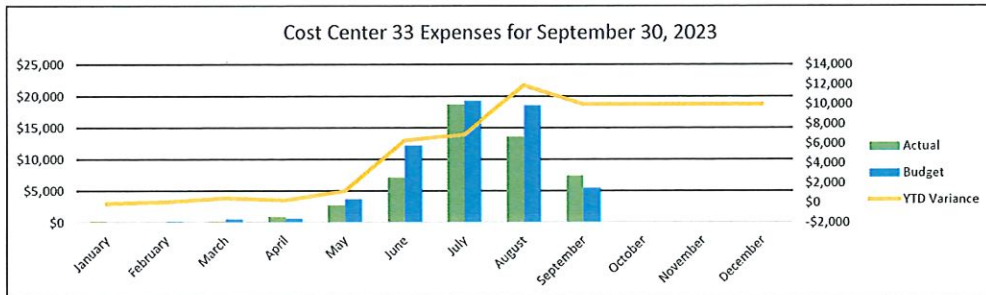
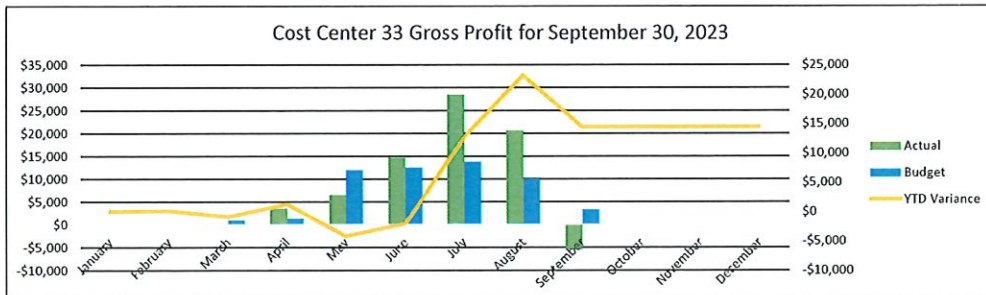
Cost Center 32 - Member Pool September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ADMISSIONS	\$210	\$1,000	-\$790	\$12,931	\$15,550	-\$2,619
MERCHANDISE SALES	\$158	\$0	\$158	\$12,243	\$14,668	-\$2,425
Total Revenue	\$368	\$1,000	-\$632	\$25,174	\$30,218	-\$5,044
Cost of Goods Sold						
MERCHANDISE COST OF GOODS SOL	\$3,016	\$0	-\$3,016	\$8,189	\$7,321	-\$868
Gross Profit	-\$2,648	\$1,000	-\$3,648	\$16,985	\$22,897	-\$5,912
Expense Categories						
WAGES	\$7,016	\$3,633	-\$3,383	\$87,614	\$76,373	-\$11,241
ALLOCATED BURDEN	\$798	\$545	-\$253	\$9,615	\$11,456	\$1,841
SUPPLIES	\$76	\$0	-\$76	\$207	\$552	\$345
UNIFORMS	\$0	\$0	\$0	\$148	\$2,000	\$1,852
OFFICE SUPPLIES	\$0	\$0	\$0	\$297	\$171	-\$126
OPERATING EQUIPMENT	\$0	\$0	\$0	\$1,481	\$5,300	\$3,819
ELECTRICITY	\$1,638	\$1,200	-\$438	\$13,130	\$9,228	-\$3,902
NATURAL GAS	\$5,006	\$1,300	-\$3,706	\$28,821	\$16,393	-\$12,428
WATER & SEWER	\$2,145	\$2,400	\$255	\$14,767	\$18,581	\$3,814
WASTE REMOVAL	\$0	\$0	\$0	\$0	\$0	\$0
LICENSES & FEES	\$0	\$0	\$0	\$1,832	\$2,000	\$168
LOCKER ROOM MAINTENANCE	\$3,334	\$5,500	\$2,166	\$23,557	\$21,500	-\$2,057
JANITORIAL	\$0	\$0	\$0	\$138	\$0	-\$138
CHEMICALS	\$4,242	\$3,500	-\$742	\$24,171	\$21,887	-\$2,284
1ST AID SUPPLIES	\$0	\$0	\$0	\$25	\$850	\$825
SOCIALS	\$0	\$0	\$0	\$0	\$3,000	\$3,000
OVER/SHORT	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$24,255	\$18,078	-\$6,177	\$205,803	\$189,291	-\$16,512
Total Revenue & Expenses						
Gross Profit	-\$2,648	\$1,000	-\$3,648	\$16,985	\$22,897	-\$5,912
Total Expenses	\$24,255	\$18,078	-\$6,177	\$205,803	\$189,291	-\$16,512
Gross Profit - Expenses	-\$26,903	-\$17,078	-\$9,825	-\$188,818	-\$166,394	-\$22,424



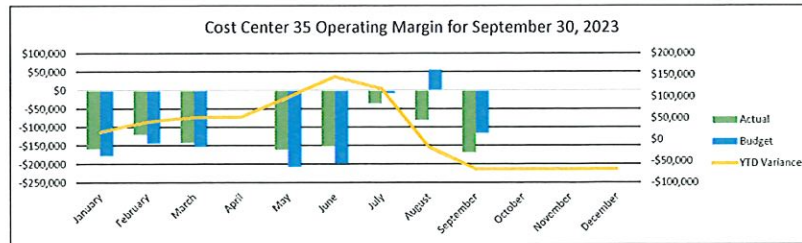
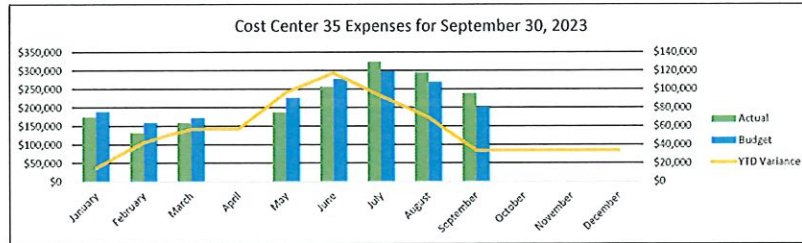
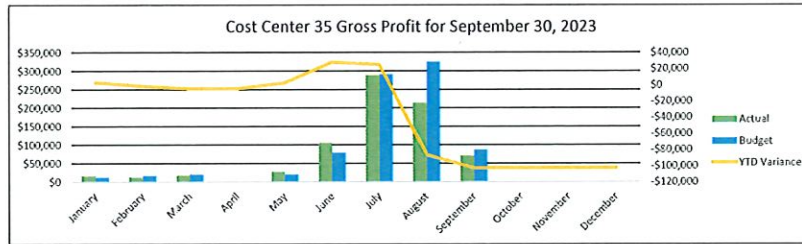
Cost Center 33 - Tennis Recreation: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ADMISSIONS	\$1,705	\$1,000	\$705	\$23,140	\$16,220	\$6,920
LESSONS	\$752	\$0	\$752	\$6,616	\$7,650	-\$1,034
TENNIS EQUIPMENT RENTAL	\$1,233	\$546	\$687	\$15,819	\$13,055	\$2,764
SPECIAL EVENTS/TOURNAMENTS	\$3,870	\$6,250	-\$2,380	\$23,979	\$20,750	\$3,229
MERCHANDISE SALES	\$710	\$0	\$710	\$9,448	\$4,024	\$5,424
LESSONS-PICKLEBALL	\$1,597	\$856	\$741	\$11,776	\$14,020	-\$2,244
Total Revenue	\$9,867	\$8,652	\$1,215	\$90,778	\$75,719	\$15,059
Cost of Goods Sold						
TENNIS TOURNAMENT: COGS	\$13,318	\$5,300	-\$8,018	\$15,865	\$16,034	\$169
MERCHANDISE COST OF GOODS SOL	\$2,011	\$0	-\$2,011	\$6,466	\$5,698	-\$768
EVENTS SALES: COST OF GOODS	\$0	\$0	\$0	\$36	\$0	-\$36
Gross Profit	-\$5,462	\$3,352	-\$8,814	\$68,411	\$53,987	\$14,424
Expense Categories						
WAGES	\$6,427	\$4,400	-\$2,027	\$40,137	\$47,466	\$7,329
ALLOCATED BURDEN	\$721	\$660	-\$61	\$4,361	\$7,119	\$2,758
SUPPLIES	\$0	\$0	\$0	\$141	\$260	\$119
UNIFORMS	\$0	\$0	\$0	\$560	\$0	-\$560
OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$100	\$100
OPERATING EQUIPMENT	\$0	\$0	\$0	\$2,328	\$2,260	-\$68
ELECTRICITY	\$200	\$0	-\$200	\$1,715	\$1,326	-\$389
WATER & SEWER	\$16	\$0	-\$16	\$130	\$86	-\$44
WASTE REMOVAL	\$47	\$422	\$375	\$1,331	\$1,266	-\$65
SCHOOLS & TRAINING	\$0	\$0	\$0	\$10	\$0	-\$10
MEDICAL & PHYSICAL	\$0	\$0	\$0	\$0	\$150	\$150
1ST AID SUPPLIES	\$0	\$0	\$0	\$127	\$50	-\$77
SOCIALS	\$0	\$0	\$0	\$0	\$750	\$750
OVER/SHORT	\$1	\$0	-\$1	\$14	\$0	-\$14
Total Expenses	\$7,412	\$5,482	-\$1,930	\$50,854	\$60,833	\$9,979
Total Revenue & Expenses						
Gross Profit	-\$5,462	\$3,352	-\$8,814	\$68,411	\$53,987	\$14,424
Total Expenses	\$7,412	\$5,482	-\$1,930	\$50,854	\$60,833	\$9,979
Gross Profit - Expenses	-\$12,874	-\$2,130	-\$10,744	\$17,557	-\$6,846	\$24,403



Cost Center 35 - Recreation Management: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ADMISSIONS	\$26,077	\$35,000	-\$8,923	\$554,434	\$572,250	-\$17,816
SPECIAL PROGRAMS	\$9,366	\$12,000	-\$2,634	\$32,976	\$124,300	-\$91,324
LESSONS	\$1,260	\$400	\$860	\$16,416	\$7,519	\$8,897
SPACE RENTAL INCOME	\$25,537	\$35,000	-\$9,463	\$77,007	\$80,000	-\$2,993
MERCHANDISE SALES	\$10,319	\$5,000	\$5,319	\$142,771	\$118,000	\$24,771
A.V. REVENUES	\$693	\$0	\$693	\$0	\$0	\$0
TRAIL USE FEES- EQUESTRIAN	\$61	\$0	\$61	\$0	\$0	\$0
EVENTS/FACILITY RENTAL SALES	\$6,774	\$9,500	-\$2,726	\$34,692	\$94,500	-\$59,808
EVENTS AV/LINENS/BAR SALES	\$1,589	\$500	\$1,089	\$15,064	\$22,000	-\$6,936
SLEDDING/DISC GOLF REVENUE	\$80	\$0	\$80	\$385	\$0	\$385
Total Revenue	\$81,756	\$97,400	-\$15,644	\$873,745	\$1,018,569	-\$144,824
Cost of Goods Sold						
MERCHANDISE COST OF GOODS SOL	\$4,640	\$4,000	-\$640	\$72,165	\$52,692	-\$19,473
EVENTS: COST OF GOODS SOLD	\$6,546	\$6,000	-\$546	\$29,826	\$86,900	-\$57,074
EVENTS SALES: COST OF GOODS	\$28	\$500	\$472	\$6,450	\$7,036	-\$586
Gross Profit	\$70,542	\$86,900	-\$16,358	\$765,304	\$871,941	-\$106,637
Expense Categories						
WAGES	\$129,106	\$114,559	-\$14,547	\$1,007,441	\$1,103,656	\$96,215
ALLOCATED BURDEN	\$41,932	\$35,172	-\$6,760	\$289,236	\$322,614	\$33,378
SUPPLIES	\$825	\$750	-\$75	\$8,212	\$8,750	\$538
AQUATIC SUPPLIES	\$0	\$0	\$0	\$1,101	\$6,750	\$5,649
UNIFORMS	\$0	\$0	\$0	\$8,310	\$9,100	\$790
PRINTED FORMS	\$129	\$200	\$71	-\$89	\$1,800	\$1,889
OFFICE SUPPLIES	\$143	\$0	-\$143	\$788	\$215	-\$573
OPERATING EQUIPMENT	\$3,297	\$0	-\$3,297	\$18,184	\$17,250	-\$934
ELECTRICITY	\$9,219	\$8,500	-\$719	\$64,131	\$59,221	-\$4,910
NATURAL GAS	\$12,631	\$9,100	-\$3,531	\$106,010	\$81,890	-\$24,120
WATER & SEWER	\$5,801	\$3,700	-\$2,101	\$38,138	\$33,300	-\$4,838
WASTE REMOVAL	\$3,004	\$1,500	-\$1,504	\$18,494	\$10,550	-\$7,944
POSTAGE	\$11	\$10	-\$1	\$19	\$90	\$71
BANK CHARGES	\$2,379	\$4,000	\$1,621	\$96,525	\$82,000	-\$14,525
COMMUNICATION EXPENSE	\$594	\$0	-\$594	\$4,103	\$2,329	-\$1,774
FUEL	\$106	\$20	-\$86	\$357	\$330	-\$27
LICENSES & FEES	\$1,162	\$950	-\$212	\$25,159	\$19,050	-\$6,109
CONTRACT SERVICES	\$9,517	\$3,410	-\$6,107	\$27,340	\$22,490	-\$4,850
ADVERTISING - COMM	\$0	\$0	\$0	\$100	\$0	-\$100
LOCKER ROOM MAINTENANCE	\$9,645	\$13,500	\$3,855	\$100,442	\$119,500	\$19,058
SCHOOLS & TRAINING	\$46	\$200	\$154	\$7,294	\$4,741	-\$2,553
MEDICAL & PHYSICAL	\$225	\$0	-\$225	\$4,206	\$2,930	-\$1,276
EMPLOYEE FUNCTIONS	\$161	\$800	\$639	\$8,010	\$6,800	-\$1,210
JANITORIAL	-\$57	\$1,000	\$1,057	\$10,664	\$11,900	\$1,236
CHEMICALS	\$8,437	\$5,000	-\$3,437	\$82,985	\$50,000	-\$32,985
1ST AID SUPPLIES	\$25	\$0	-\$25	\$1,580	\$1,200	-\$380
DUES & SUBSCRIPTION	\$176	\$250	\$74	\$3,599	\$4,044	\$445
OVER/SHORT	\$1	\$0	-\$1	-\$399	\$0	\$399
Total Expenses	\$238,515	\$202,621	-\$35,894	\$1,931,940	\$1,982,500	\$50,560
Total Revenue & Expenses						
Gross Profit	\$70,542	\$86,900	-\$16,358	\$765,304	\$871,941	-\$106,637
Total Expenses	\$238,515	\$202,621	-\$35,894	\$1,931,940	\$1,982,500	\$50,560
Gross Profit - Expenses	-\$167,973	-\$115,721	-\$52,252	-\$1,166,636	-\$1,110,559	-\$56,077

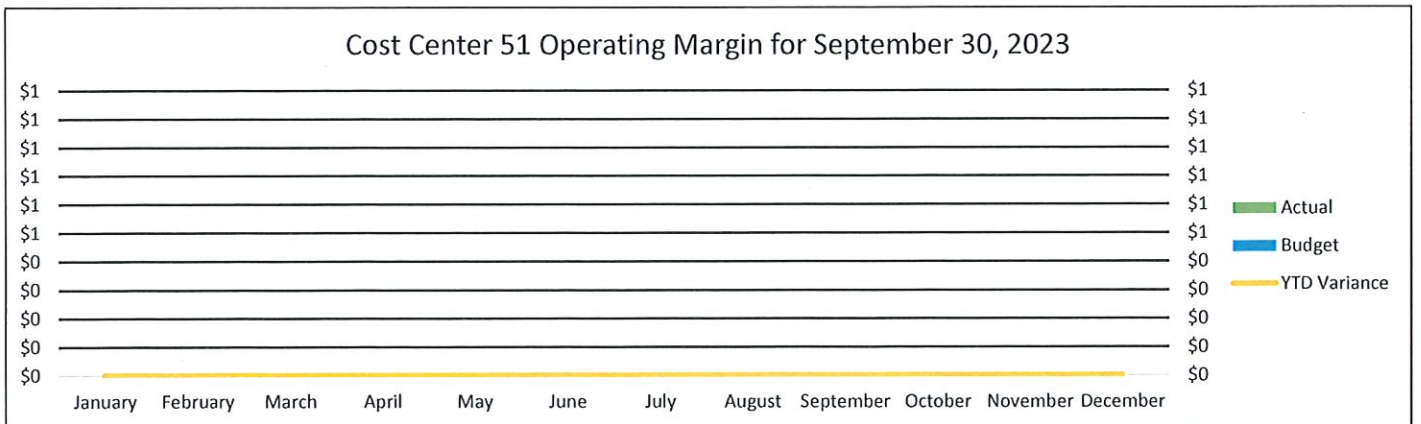
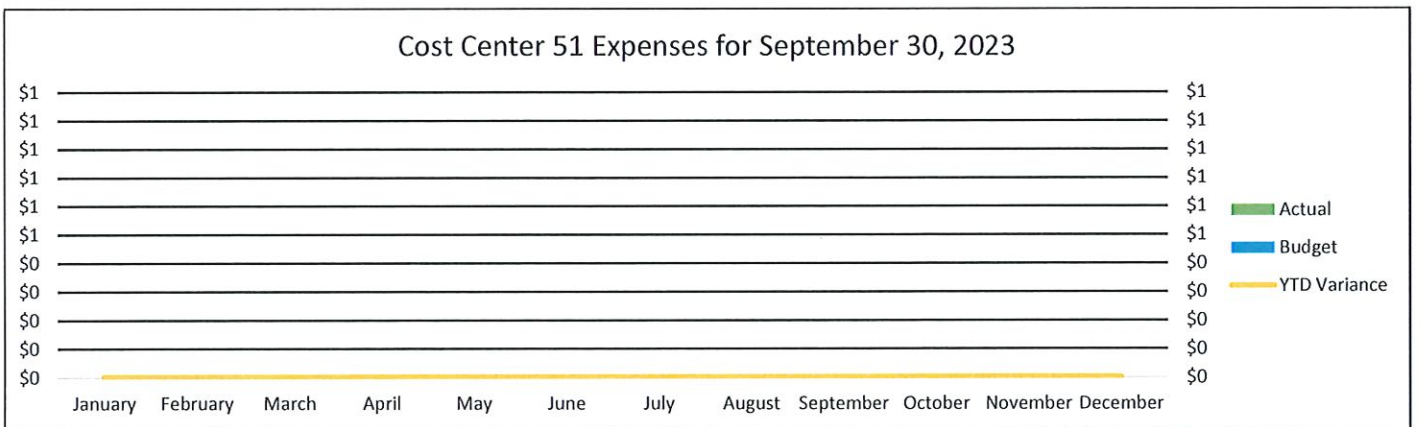
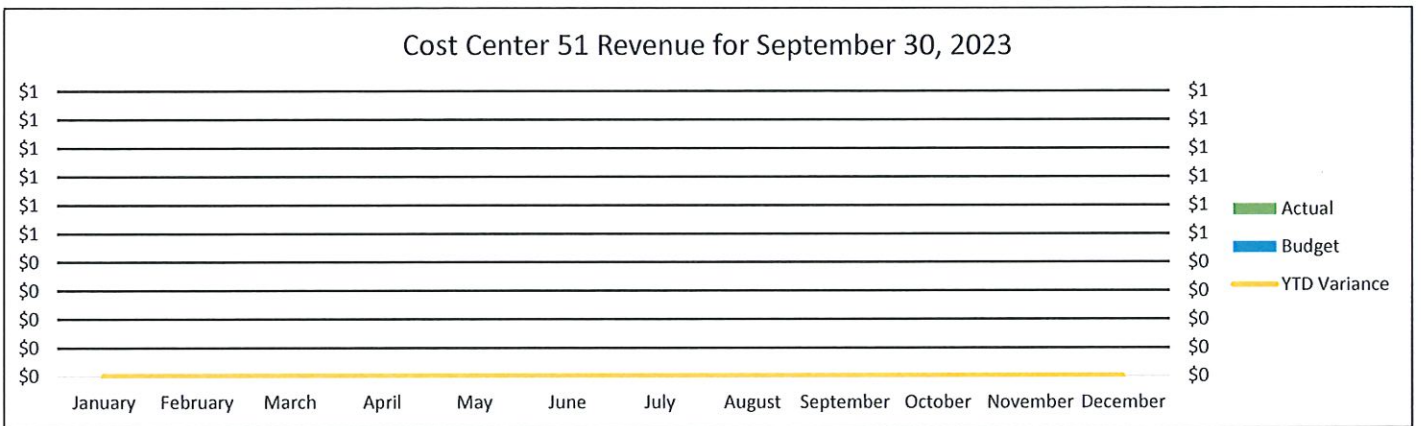


Cost Center 42 - Pathway Rangers: September 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
CONTRACT SERVICES	\$0	\$0	\$0	\$39,151	\$39,151	\$0
Total Expenses	\$0	\$0	\$0	\$39,151	\$39,151	\$0

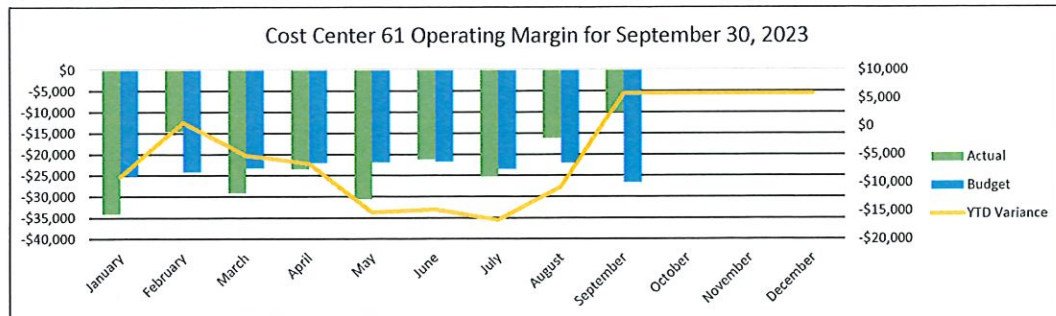
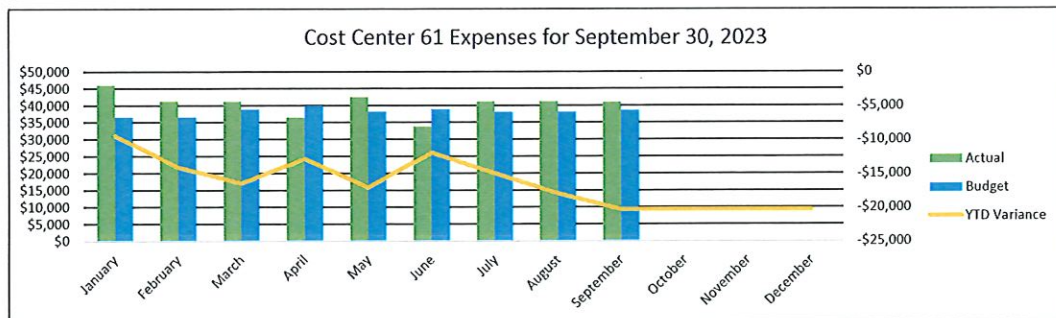
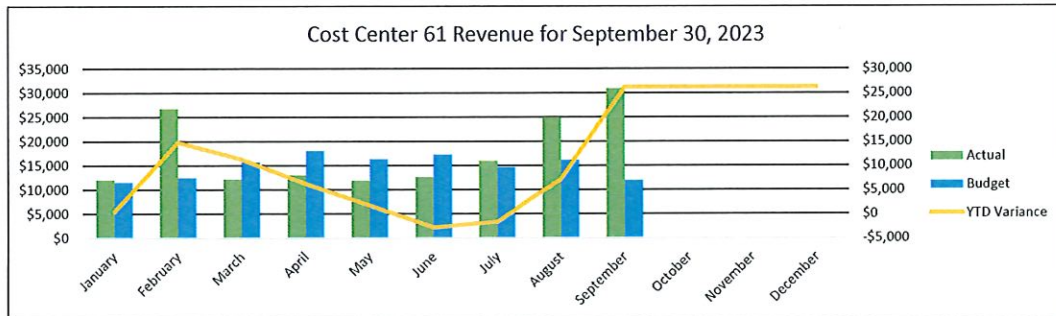
Cost Center 51 - Fire Dept Building Maintenance: September 30, 2023

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



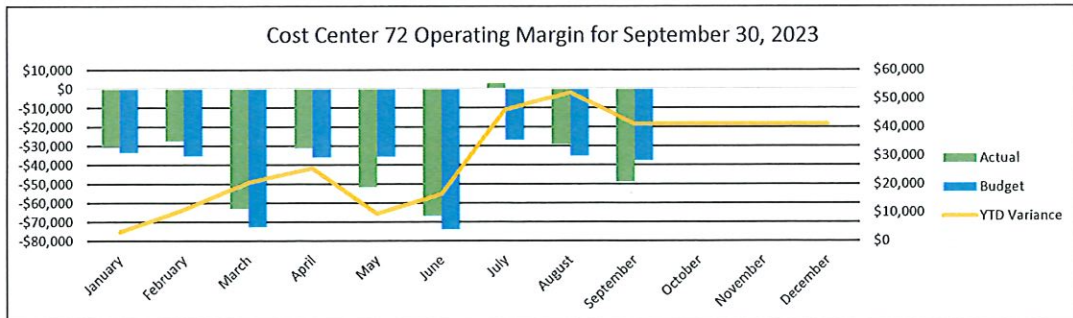
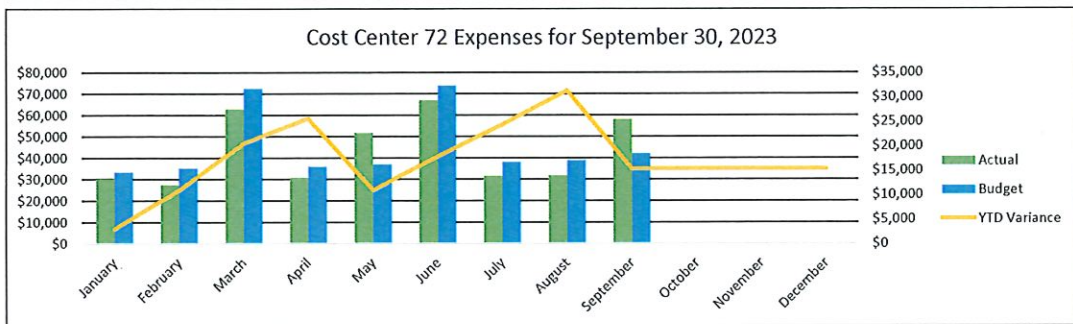
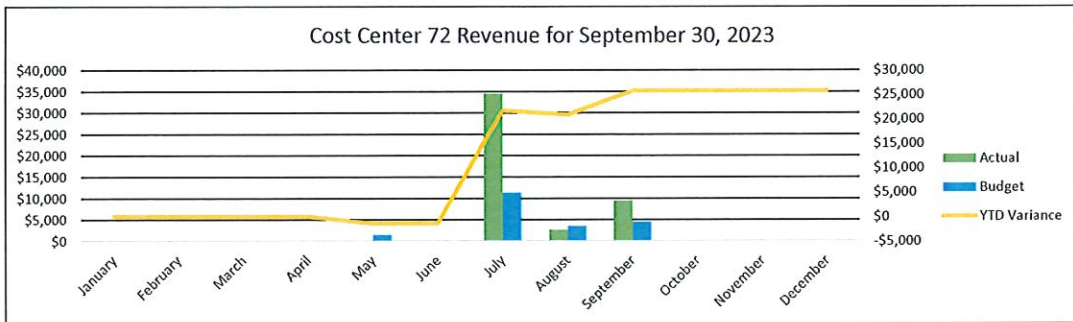
Cost Center 61 - Community Development: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
FINES	\$2,025	\$2,000	\$25	\$9,490	\$13,850	-\$4,360
DESIGN REVIEW FEES	\$13,847	\$4,830	\$9,017	\$68,818	\$44,701	\$24,117
BUILDING PERMITS	\$8,400	\$3,050	\$5,350	\$58,725	\$50,520	\$8,205
COPY MCHNE REVENUE	\$390	\$80	\$310	\$1,429	\$1,000	\$429
CNTRACTR RGSTRATION FEES-DESG	\$225	\$525	-\$300	\$8,625	\$14,125	-\$5,500
MISCELLANEOUS INCOME	\$6,050	\$1,450	\$4,600	\$14,740	\$9,650	\$5,090
Total Revenue	\$30,937	\$11,935	\$19,002	\$161,827	\$133,846	\$27,981
Expense Categories						
WAGES	\$25,586	\$26,457	\$871	\$256,226	\$238,113	-\$18,113
ALLOCATED BURDEN	\$10,780	\$9,441	-\$1,339	\$90,344	\$80,719	-\$9,625
SUPPLIES	\$0	\$0	\$0	\$0	\$280	\$280
PRINTED FORMS	\$287	\$80	-\$207	\$2,843	\$2,540	-\$303
OFFICE SUPPLIES	\$0	\$50	\$50	\$1,659	\$1,325	-\$334
POSTAGE	\$720	\$100	-\$620	\$2,260	\$2,200	-\$60
COMMUNICATION EXPENSE	\$158	\$150	-\$8	\$1,521	\$1,350	-\$171
FUEL	\$136	\$75	-\$61	\$551	\$695	\$144
CONTRACT SERVICES	\$423	\$175	-\$248	\$4,053	\$1,575	-\$2,478
CONSULTING SERVICES	\$2,200	\$2,058	-\$142	\$4,000	\$12,348	\$8,348
TRAVEL	\$498	\$0	-\$498	\$498	\$1,400	\$902
MEALS	\$47	\$0	-\$47	\$47	\$250	\$203
SCHOOLS & TRAINING	\$125	\$0	-\$125	\$319	\$925	\$606
DESIGN COMMITTEE LUNCHEES	\$0	\$0	\$0	\$0	\$200	\$200
MEDICAL & PHYSICAL	\$0	\$0	\$0	\$0	\$45	\$45
Total Expenses	\$40,960	\$38,586	-\$2,374	\$364,321	\$343,965	-\$20,356
Total Revenue & Expenses						
Total Income	\$30,937	\$11,935	\$19,002	\$161,827	\$133,846	\$27,981
Total Expenses	\$40,960	\$38,586	-\$2,374	\$364,321	\$343,965	-\$20,356
Income - Expenses	-\$10,023	-\$26,651	\$16,628	-\$202,494	-\$210,119	\$7,625



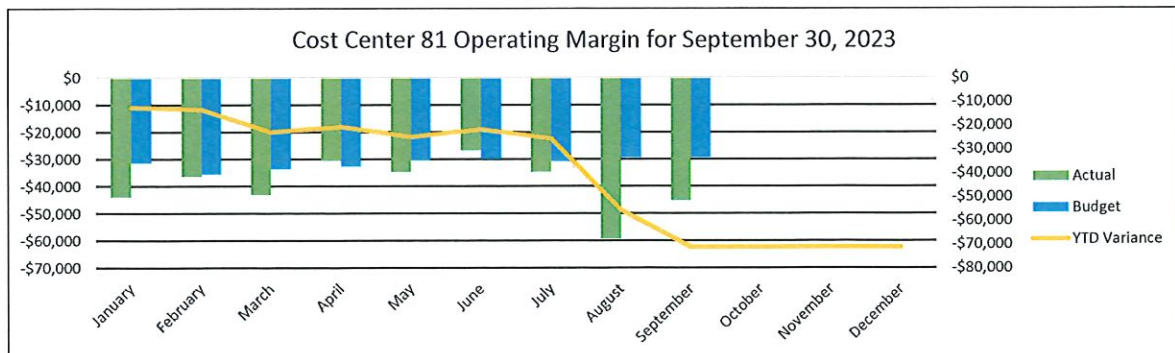
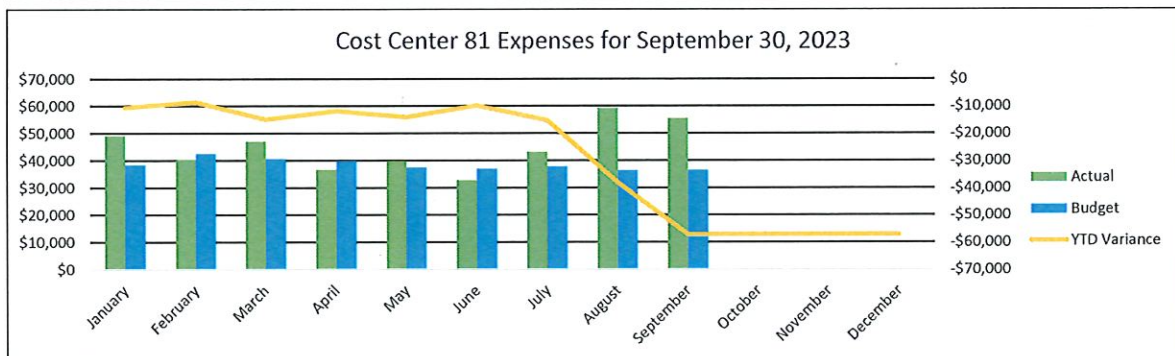
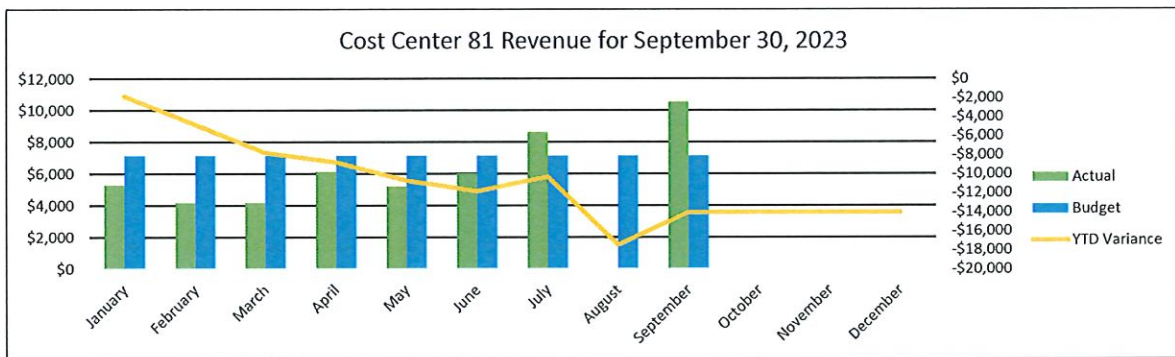
Cost Center 72 - Natural Resources: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
FINES	\$9,330	\$4,500	\$4,830	\$31,199	\$10,500	\$20,699
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$15,371	\$10,371	\$5,000
Total Revenue	\$9,330	\$4,500	\$4,830	\$46,570	\$20,871	\$25,699
Expense Categories						
WAGES	\$20,160	\$19,497	-\$663	\$181,848	\$175,473	-\$6,375
ALLOCATED BURDEN	\$8,126	\$7,105	-\$1,021	\$65,710	\$58,345	-\$7,365
SUPPLIES	\$0	\$0	\$0	\$320	\$800	\$480
UNIFORMS	\$0	\$200	\$200	\$117	\$600	\$483
PRINTED FORMS	\$412	\$500	\$88	\$1,845	\$2,500	\$655
OFFICE SUPPLIES	\$0	\$0	\$0	\$404	\$850	\$446
POSTAGE	\$1,373	\$900	-\$473	\$2,484	\$2,400	-\$84
COMMUNICATION EXPENSE	\$180	\$230	\$50	\$2,184	\$2,070	-\$114
FUEL	\$211	\$200	-\$11	\$672	\$1,000	\$328
CONTRACT SERVICES - NATURE C/ MTN PN BEETLE EX.P-FRSTRY MGM	\$26,850	\$7,482	-\$19,368	\$59,358	\$67,838	\$8,480
MOSQUITO CONTROL EXP	\$653	\$500	-\$153	\$2,573	\$6,750	\$4,177
TRAVEL	\$0	\$0	\$0	\$69,300	\$69,300	\$0
MEALS	\$0	\$500	\$500	\$729	\$1,500	\$771
SCHOOLS & TRAINING	\$0	\$100	\$100	\$63	\$150	\$87
NOXIOUS WEEDS	\$0	\$1,000	\$1,000	\$550	\$5,750	\$5,200
RESTORATION	\$0	\$1,500	\$1,500	\$2,012	\$6,500	\$4,488
RESTORATION	\$0	\$2,350	\$2,350	\$1,159	\$4,800	\$3,641
Total Expenses	\$57,965	\$42,064	-\$15,901	\$391,328	\$406,626	\$15,298
Total Revenue & Expenses						
Total Income	\$9,330	\$4,500	\$4,830	\$46,570	\$20,871	\$25,699
Total Expenses	\$57,965	\$42,064	-\$15,901	\$391,328	\$406,626	\$15,298
Income - Expenses	-\$48,635	-\$37,564	-\$11,071	-\$344,758	-\$385,755	\$40,997



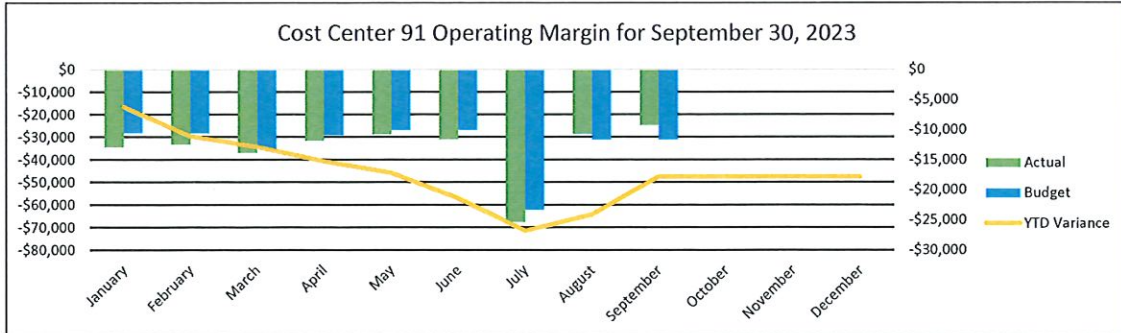
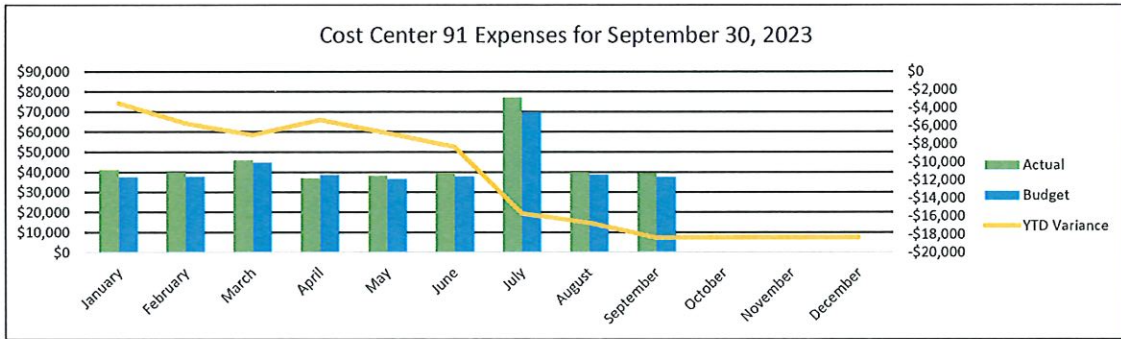
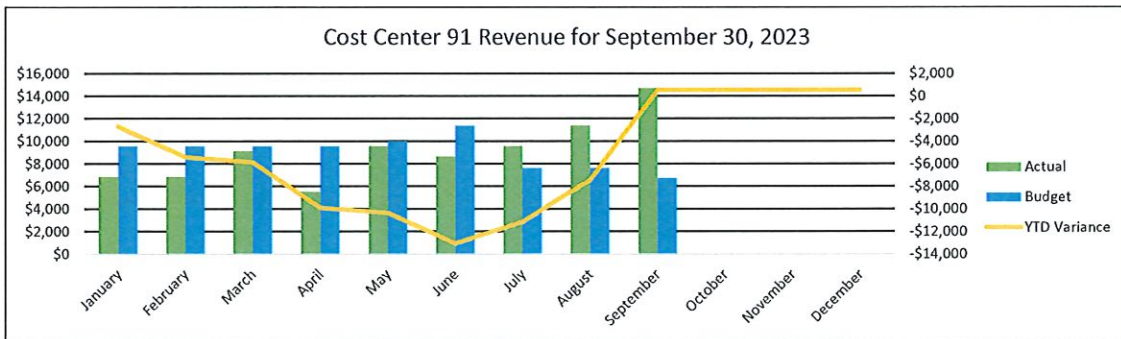
Cost Center 81 - Fleet Services: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
SSD REVENUE	\$10,557	\$7,143	\$3,414	\$50,231	\$64,287	-\$14,056
Total Revenue	\$10,557	\$7,143	\$3,414	\$50,231	\$64,287	-\$14,056
Expense Categories						
WAGES	\$25,890	\$18,497	-\$7,393	\$196,424	\$166,473	-\$29,951
ALLOCATED BURDEN	\$11,069	\$6,076	-\$4,993	\$68,523	\$54,684	-\$13,839
SUPPLIES	\$9,870	\$7,460	-\$2,410	\$63,500	\$67,140	\$3,640
SMALL TOOLS/INTERNET	\$96	\$390	\$294	\$2,210	\$3,510	\$1,300
UNIFORMS	\$232	\$397	\$165	\$6,325	\$3,573	-\$2,752
FUEL	\$14,096	\$2,481	-\$11,615	\$73,552	\$54,576	-\$18,976
GASOLINE RECOVERY	-\$8,345	-\$1,655	\$6,690	-\$33,278	-\$22,610	\$10,668
LICENSES & FEES	\$123	\$1,230	\$1,107	\$2,202	\$4,856	\$2,654
CONTRACT SERVICES	\$2,582	\$616	-\$1,966	\$15,670	\$5,543	-\$10,127
TRAVEL	\$0	\$204	\$204	\$1,866	\$1,836	-\$30
MEALS	\$0	\$99	\$99	\$1,462	\$891	-\$571
SCHOOLS & TRAINING	\$0	\$686	\$686	\$5,400	\$6,174	\$774
Total Expenses	\$55,613	\$36,481	-\$19,132	\$403,856	\$346,646	-\$57,210
Total Revenue & Expenses						
Total Income	\$10,557	\$7,143	\$3,414	\$50,231	\$64,287	-\$14,056
Total Expenses	\$55,613	\$36,481	-\$19,132	\$403,856	\$346,646	-\$57,210
Income - Expenses	-\$45,056	-\$29,338	-\$15,718	-\$353,625	-\$282,359	-\$71,266



Cost Center 91 - Accounting: September 30, 2023

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
SSD REVENUE	\$7,509	\$0	\$7,509	\$37,262	\$22,320	\$14,942
MISCELLANEOUS INCOME	\$7,200	\$6,750	\$450	\$45,000	\$59,400	-\$14,400
Total Revenue	\$14,709	\$6,750	\$7,959	\$82,262	\$81,720	\$542
Expense Categories						
WAGES	\$23,080	\$23,691	\$611	\$210,354	\$213,219	\$2,865
ALLOCATED BURDEN	\$9,054	\$8,403	-\$651	\$75,751	\$72,417	-\$3,334
SUPPLIES	\$0	\$0	\$0	\$36	\$0	-\$36
PRINTED FORMS	\$644	\$710	\$66	\$1,933	\$2,390	\$457
OFFICE SUPPLIES	\$0	\$100	\$100	\$1,350	\$750	-\$600
POSTAGE	\$747	\$0	-\$747	\$2,365	\$1,800	-\$565
BANK CHARGES	\$2,498	\$1,250	-\$1,248	\$19,370	\$11,250	-\$8,120
COMMUNICATION EXPENSE	\$40	\$40	\$0	\$360	\$360	\$0
CONTRACT SERVICES	\$6,741	\$2,850	-\$3,891	\$43,794	\$35,206	-\$8,588
LEGAL FEES	\$9,793	\$800	-\$8,993	\$25,920	\$7,200	-\$18,720
COLLECTION	-\$13,221	-\$100	\$13,121	-\$13,567	-\$900	\$12,667
AUDIT & TAX- ACCTG	\$0	\$0	\$0	\$30,500	\$33,000	\$2,500
TRAVEL	\$0	\$0	\$0	\$0	\$1,500	\$1,500
SCHOOLS & TRAINING	\$0	\$0	\$0	\$125	\$1,750	\$1,625
Total Expenses	\$39,376	\$37,744	-\$1,632	\$398,291	\$379,942	-\$18,349
Total Revenue & Expenses						
Total Income	\$14,709	\$6,750	\$7,959	\$82,262	\$81,720	\$542
Total Expenses	\$39,376	\$37,744	-\$1,632	\$398,291	\$379,942	-\$18,349
Income - Expenses	-\$24,667	-\$30,994	\$6,327	-\$316,029	-\$298,222	-\$17,807



Cost Center 92 - Burden: September 30, 2023

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ALLOCATED BURDEN	-\$102,584	\$0	\$102,584	-\$762,302	\$0	\$762,302
MEDICAL INSURANCE	\$68,252	\$0	-\$68,252	\$495,424	\$0	-\$495,424
LIFE INSURANCE	\$813	\$0	-\$813	\$6,778	\$0	-\$6,778
LONG TERM DISABILITY INS.	\$1,723	\$0	-\$1,723	\$14,217	\$0	-\$14,217
WKMNS COMPENSATION INSURANCE	\$6,750	\$0	-\$6,750	\$24,250	\$0	-\$24,250
EMPLOYER MATCH 401(k)	\$7,525	\$0	-\$7,525	\$67,659	\$0	-\$67,659
PROFIT SHARE-RETMT PLAN	\$17,356	\$0	-\$17,356	\$145,114	\$0	-\$145,114
Ee BENFTS-CFTRIA PLAN-DEFD CM	\$165	\$0	-\$165	\$8,860	\$0	-\$8,860
Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0

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

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ROAD PROJECTS PRIMARY	\$0	\$0	\$0	\$53,643	\$50,000	-\$3,643
LADDER FUEL REDUCTION	\$124,688	\$150,000	\$25,312	\$45,600	\$150,000	\$104,400
PATIO FURNITURE - SHARC	\$0	\$0	\$0	\$18,893	\$0	-\$18,893
BANQUET CHAIRS	\$0	\$0	\$0	\$6,197	\$0	-\$6,197
IAMP ENGINEERING	\$0	\$0	\$0	\$18,286	\$0	-\$18,286
RIVER DREDGING	\$100,000	\$100,000	\$0	\$100,000	\$100,000	\$0
TUNNELS - REPLACE	\$0	\$0	\$0	\$508,582	\$500,000	-\$8,582
Total Expenses	\$224,688	\$250,000	\$25,312	\$751,201	\$800,000	\$48,799

(3)
GENERAL MANAGER
AND
DEPARTMENT REPORTS

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

SUNRIVER OWNERS ASSOCIATION
Board of Directors Meeting
October 21, 2023
General Manager's September 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, HR issues and more.
- Continue to 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.
- Follow up with architects to discuss future remodeling at SROA Administration building and SHARC.
- Participated in on-going Newberry Partnership Strategic Action Plan for south Deschutes County.
- Work with staff regarding 2024 budget preparation.
- Follow up with various Board members and owners regarding comments during the owners forum portion of Board meetings.
- 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.
- Meet with SR Fire and Police Chiefs.
- Conduct/participate in second Strategic Plan 2030 Task Force meeting.

▪ **Accounting:**

- Presented the unaudited financial statements for the month-ended 08/31/23.
- Continued Worked with SSD on accounting/HR transition.
- Reviewed Draft of Reserve Study and worked with the specialist on changes.
- Development first drafts of 2024 operating and reserve budgets. Reviewed with General Manager and made several adjustments with department heads.
- Worked on collection files with attorney.

- **IT:**
 - Outages:
 - No unscheduled outages
 - Network down the evening of the 25th for Switch/firewall replacement.
 - Information Technology
 - GIS contract signed with Tetrattech. Kickoff meeting scheduled October 17th.
 - Labeled fiber optic cables at the IT room, Admin Demarc, and SHARC server room.
 - Network Equipment upgrade (FortiGate and FortiSwitch) to 10 Gbps backbone at IT room, Admin Demarc, SHARC server room and Public Works.
 - 5GB Circuit brought into Admin as part of the courtesy agreement with TDS.
 - Gabe started GIS Spatial Data Science 6-week course.
 - Security/Compliance
 - Penetration test equipment installed, and test being conducted.
 - Second round of staff awareness training rolled out.
 - Cleared up DHCP server issues by scanning network and removing old obsolete switches.
 - SROA Database/GIS
 - Creating SROA citation notification digitally replacing paper citations.
 - Updated Vehicle Database interface.
 - Uploaded all fuel system cards to new interface.
 - Updated Lenel application to alert on “Gate held open” notifications.
 - SROA Database interface
 - Revisions made to citation notification form.
 - Created ability to print crystal reports directly from browser.
 - Added functionality to keep track of photo uploads in sql server database.
 - Accounting/Finance/Administrative
 - 2024 first draft budget submitted.
 - Jonus software review for new rec functionality.
 - Prepared July 2022, July 2023, August 2022, and August 2023 reports for Mary McCallum gate for finance meeting.
 - SHARC
 - Replaced fuzzy monitors.
 - Cleaned fitness & server closet.
 - Updated Phone script for new hours.
 - Replaced emergency phone in indoor pool area.
 - Public Works
 - New fuel system installed, and replacement cards provide to Police & Fire.
- **Communications:**
 - Scene:
 - September Scene advertising was \$17,729 (\$24,000 in 2022).

- There were 190 reads of the September online Scene. Included readers in Canada, Ireland, and Switzerland.
- Web sites / social media: In the past 30 days...
 - SROA: Top pages included weather, member preference, calendar, and tree flagging.
 - SHARC: Top pages included recreation swim, calendar and plan your visit.
 - Social: Promoted uncorked and Tuesday swim special at SHARC.
 - September eblasts included information about roadwork, Uncorked, pool maintenance and Sip, Sip, Soiree event.
- Projects:
 - Marketing for new Sip, Sip, Soiree events on web, social and print.
 - Working on 2024 Communications budget.
 - Continue design work on the new map that will be part of the replacement of all current pathway kiosks.
 - Susan is again working remotely while her husband is home after 74 days in the hospital. He will be returning to St. Charles for in-patient rehab once cleared by doctors to put weight on the pelvis and start walking.
- **Community Development:**
 - Design Committee meetings are continuing to occur on a regular schedule, with multiple items on each agenda – the two September meetings had a total of 7 items (combined – 4 and 3).
 - There are currently (end of September) approximately 325 active projects/building permits (up by 32 from the previous month of August).
 - The number of applications submitted in September was down from the same month in 2022 – from 105 in 2022 to 97 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) 3rd violations.
 - Performed annual fall LFR inspections of private properties (south end).
 - Continued LFR and tree thinning on commons.
 - Performed site visits regarding tree removal requests on private properties.
 - Pulled noxious weeds on commons.
 - Prepared 2024 budget.
 - Participated in Magistrate hearings on LFR violations.
- **Public Works:**
 - Parks/Commons/Tennis

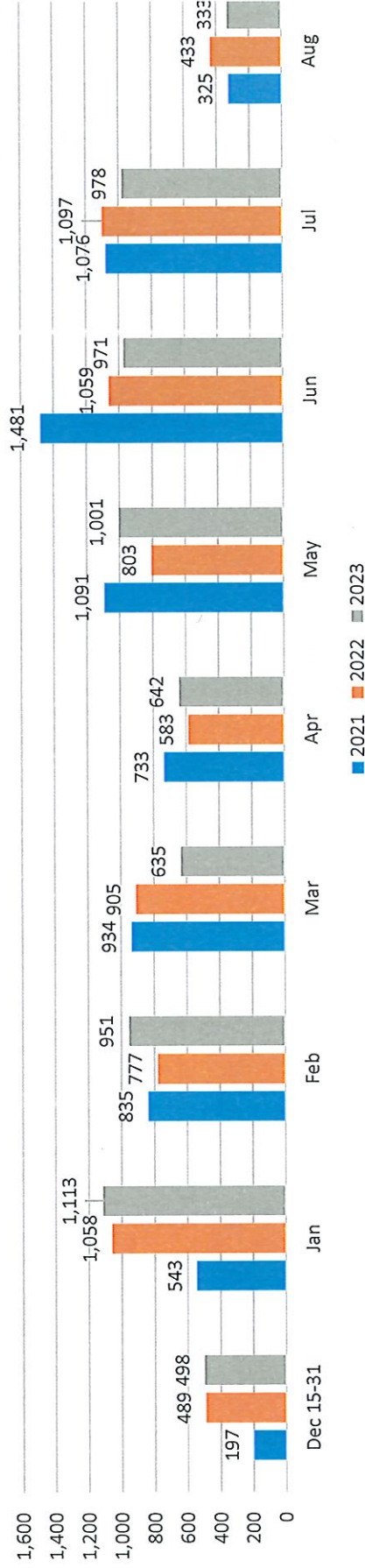
- Ongoing daily trashing rounds, restroom cleaning, sport court prep and maintenance.
- Managing all landscaping contractors for SROA.
- Prepared all courts for tennis and pickleball tournaments.
- Pathway/Roads
 - Oregon Loop and part of Beaver to receive a full rebuild of road. PW removed all brush trimmed trees and removed site markers from edge of selected roadways.
 - Started the notification process for the fall road project.
 - Blocked areas people are accessing river edge near Golden Eagle Lane.
- Fleet
 - Annual service of heavy plow equipment.
 - Received a new shop truck and preparing the old one for sale.
 - Updated parts room inventory.
- Facilities/Aquatics:
 - SHARC
 - Anderson Pool Works completed failed seam under warranty. This required draining, filling, and balancing chemicals for the indoor pool.
 - Cleaned tile and addressed several items when the pool was empty.
 - Unity proposal for smoke control accepted and awaiting scheduling. This should help us address some of the smoke issues for the indoor pool. Not a complete fix but will allow us to function on borderline days.
 - Replaced failed boiler pump circulation pumps without effecting operations.
 - MEMBERS POOL
 - Anderson Pools/Pacific warranty items scheduled for October.
- Public Works Building:
 - Site preparation for the project was accomplished by PW staff. This included relocating most utilities for the PW Building. The only remaining one being electrical to be accomplished by Midstate Electric.
 - The sitework required 3-5 PW staff to focus on this project for over a month.
 - The next phase is now with the contractor. PW will be involved again in later phases.
- Miscellaneous/Other:
 - Started CDL training for new staff.
 - Interviewing for open positions.
 - Chris (aqua technician) has passed his backflow testing certification, and we are now able to complete the annual test for 20+ backflow devices in house - saving money.
- **Recreation:**
 - Sales/Visits – YTD (9-30-2023)
 - 7,236 Memberships purchased YTD vs 2022 year-end 7,417.
 - 914 homes are enrolled for 2023 RPP, 10 below 2022 year-end total.

- 2023 SHARC saw 12,410 visits in September vs. 2022 at 11,801; 2019 unrestricted access was 13,345.
- 2023 Member Pool saw 365 visits vs. 2022 at 1,738.
- We had 2 smoke days and some very cold temperatures over Labor Day weekend, the cold weather affected the attendance on an otherwise busy holiday weekend.
- Operations
 - Sunriver Slam Pickleball Tournament was enormously successful. Many compliments received. Participants already looking forward to next year.
 - Team Cup Challenge(Tennis) 300 players presented itself with some challenges. Tournament director overbooked capacity and did not secure location for after party/banquet with SROA.
 - Uncorked was successful, new lounge area. Food vendors are starting to not want to commute to SROA.
 - Rolling out new events and new ideas daily for 2024. Sip Sip Soiree will be an exclusive music and wine pairing series.
 - Concluded Member Pool Operations Sept 28th and shuttered the outdoor SHARC for the season October 8th.
- Staffing
 - Seasonal staff reductions.
- **Board Tasks for October:**
 - There will be an Executive Session at the October 20th Work Session but not at the October 21st Business Meeting.

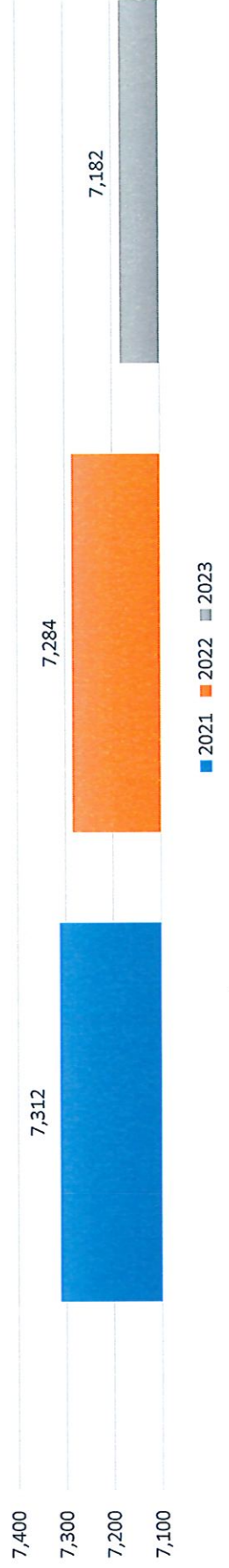
To: SROA Board of Directors
 From: KEITH KESSARIS
 Subject: September 2023 MEMBERSHIP SALES and ADMISSIONS ATTENDANCE

Membership Units Issued - Highlights

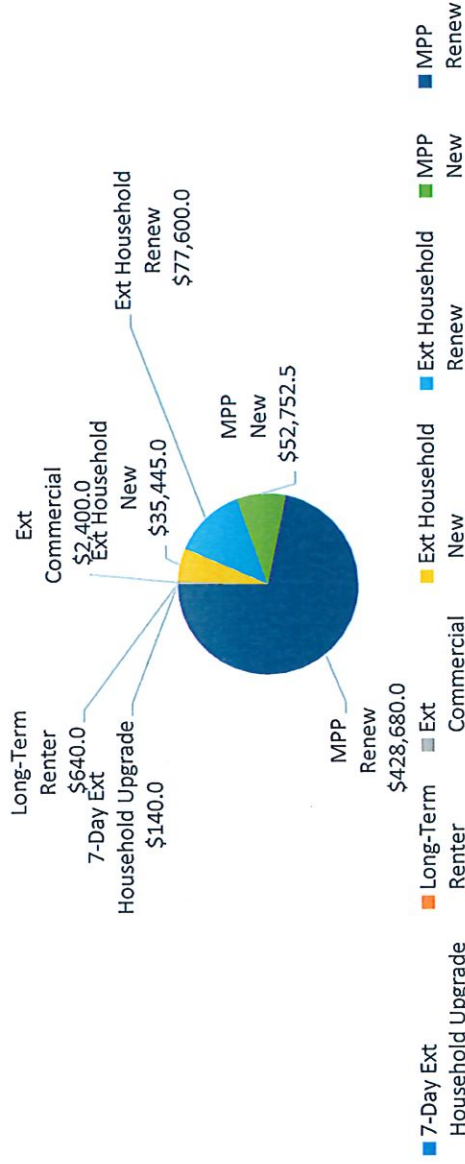
2021-2023 MPP Passes Issued By Month



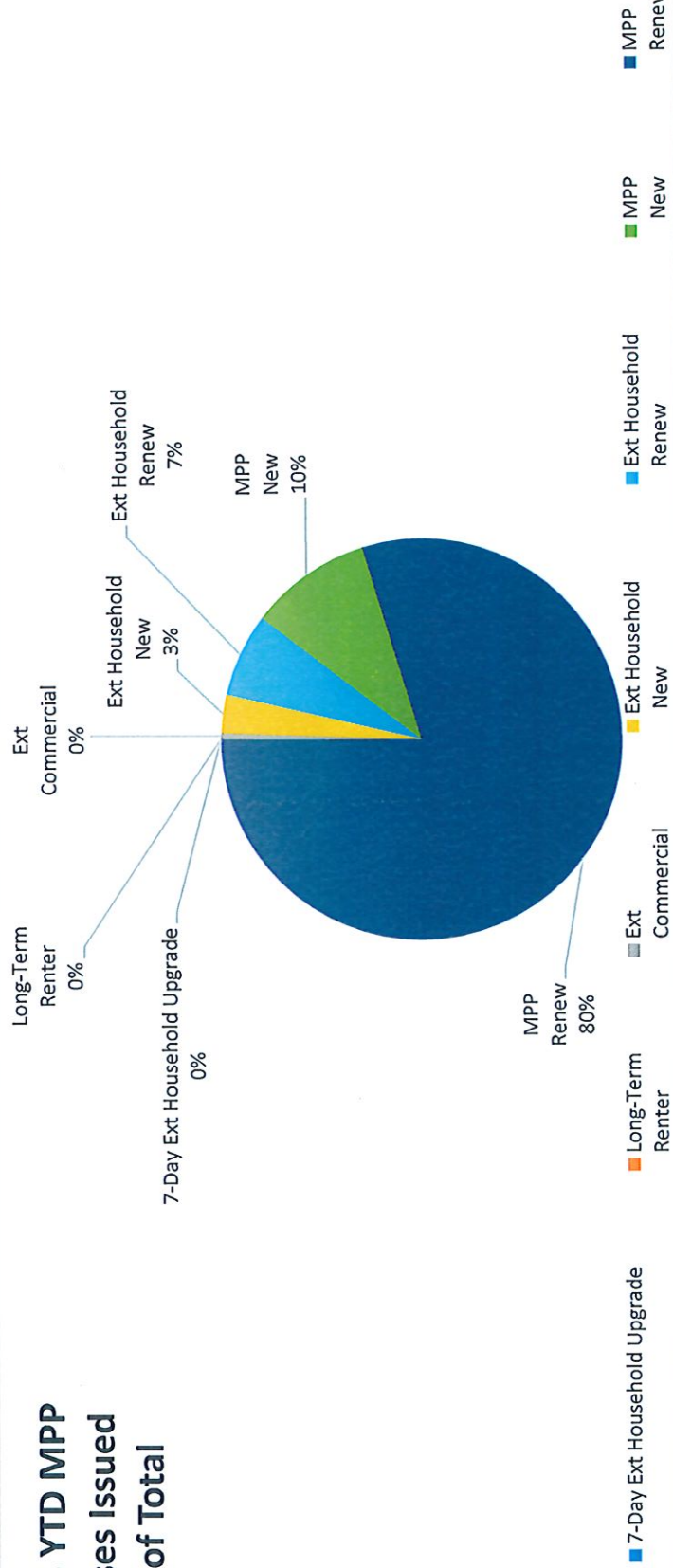
2021-2023 YTD MPP Total Passes Issued



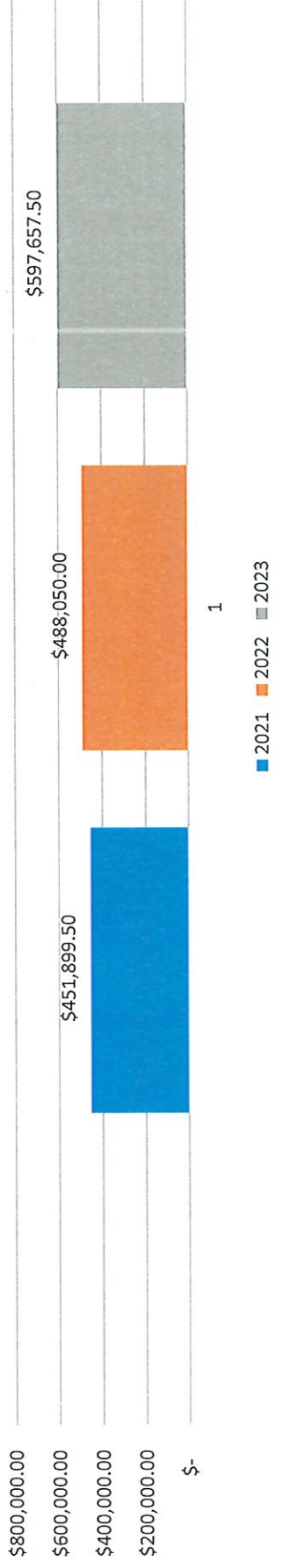
2023 YTD MPP Income % of Total



2023 YTD MPP Passes Issued % of Total



2021-2023 YPT MPP Total Income



SROA Admissions Model Workgroup Monthly Recap: September 30, 2023

Member Preference Membership issued - YTD as of:			2023 vs 2022
	9/30/2023	9/30/2022	Variance
Member Preference - Sold YTD 2023 (New) (+ 27 in Sep 23')	709	697	12
Member Preference - Sold YTD 2023 (Re-new) (+ 31 in Sep 23')	5,727	5,819	-92
Member Preference - Sold YTD (New & Re-New)	6,436	6,516	-80
All membership including Extended Household/Commercial	7,240	7,373	-133
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			

Recreation Plus Program - 2023 YTD Sales			2023 vs 2022
	9/30/2023	9/30/2022	Variance
Rec Plus Renewals (+ 0 in Sep 23'; + 0 in 22')	856	805	51
Rec Plus New (+ 0 in Sep 23'; + 4 in 22')	62	116	-54
	918	921	-3

2023 Recreation Program Sales YTD by bedroom

9/30/2023	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	
			Combined Total
2023 YTD Total + 1 SSD Purchase	62	856	918
2022 YTD Total	116	805	921

2023 & 2022 Recreation Program Sales YTD by type

	9/30/2023	9/30/2022	2022 Totals
RPP's by Individual Property Owners	313	283	283
RPP's by Property Managers/Condo Assoc's	605	638	641
RPP Total - Prop Owners & Prop Mgrs.	918	921	924

Facility - Event Space Rental/A/V/Linens/Bar Sales YTD vs Budget	(\$78,744)	YTD Sales Total	\$49,756
2023 Event Space Rental/A/V/Linens/Bar - Annual Budget	\$128,500		
YTD % of Annual Budget	38.7%		

	2023	2022	2023 Sep vs 2022 Sep
Total overall admissions @ SHARC	12,807	12,010	797

Daily Admission Highlights:

Member Preference	3,251	2,274	977
Member Guest \$ (60% discount off Gate price)	68	51	17
Extended Household (Annual)	337	221	116
Recreation Plus	6,772	6,809	-37
Gate Admission	983	1,055	-72
Central Oregon Sundays - Off-Season only for 2023	137	0	137

	2023	2022	2023 vs 2022
YTD Total SHARC Admissions - through 09/30	189,261	180,167	9,094

	2023	2022
Member Guest Passes issued through 09/30	50,810	54,958
Guest Passes redeemed at SHARC	10,420	10,617
Guest Passes redeemed at North Pool through 09/30	4,176	4,644

	2023 YTD	2022 YTD	23 vs '22 Tot
Member Pool Attendance	17,636	20,039	-2,403

2023 YTD Net Profit Tennis/Pickleball (\$90K rev -\$73K exp)	\$17,560
YTD Net Profit vs Budget - Tennis/Pickleball	\$24,406

2023 Recreation Budget Goals/Year-end Totals	Total Budget	YTD Revenue 09/30/23	YTD % of Annual Budget
Note: Annual MPP, Ext. Household, Ext. Comm - Budget is:	\$600,955	\$605,365	100.0%
Note: Annual Recreation Plus Budget is:	\$2,452,233	\$2,455,554	100.1%
Note: Annual Gate Budget is:	\$587,050	\$554,434	94.4%

Café	Season Sales	SROA %
	\$532,672.22	\$79,900.83

Notes:
Light blue and **bold blue** colors indicates a + change from 2023 as compared with 2022 or a + \$ amount over budget
Bold maroon color indicates a - variance in sales and attendance totals for 2023 vs 2022 YTD.
Green color indicates a + change from the previous month for Rec Plus sales

Created: October 12, 2023 by: Keith Kessar

DIRECTORS REPORT FOR COMMUNITY DEVELOPMENT

SEPTEMBER 2023

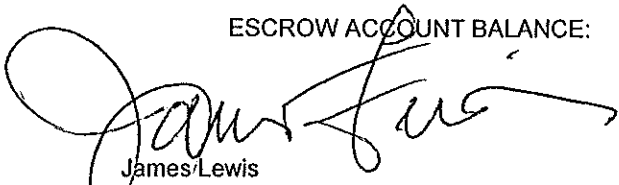
Line #	Community Development Activity	Previous month Y-T-D	This Month		Prior Y-T-D	%Difference Current/Prior Y-T-D
			Current Month	Current Y-T-D		
1	BUILDING PERMITS ISSUED FOR NEW HOMES	3	1	4	8	-50%
2	NEW CONSTRUCTION SUBMITTAL	7	2	9	7	29%
3	REPLACEMENT HOMES (NEW CONSTRUCTION)	0	0	0	0	0%
4	MINOR ADDITIONS	11	0	11	28	-61%
5	ALTERATION/ADDITIONS	16	2	18	28	-36%
6	COMMERCIAL PROJECTS	3	0	3	2	50%
7	MULTI-FAMILY RESIDENCES	0	0	0	0	0%
8	COMMON AREA IMPROVEMENTS	0	0	0	0	0%
9	PRELIMINARY PROPOSALS	10	1	11	11	0%
10	RE-REVIEW APPLICATIONS	4	3	7	12	-42%
11	ADMINISTRATIVE APPROVAL APPLICATIONS	730	97	827	988	-16%
12	FOOTING INSPECTIONS PERFORMED	6	3	9	23	-61%
13	FINAL INSPECTIONS PERFORMED	257	10	267	600	-56%
14	ESCROW INSPECTIONS PERFORMED	40	5	45	33	36%
15	OWNER CONCERN FORMS ANSWERED	30	6	36	44	-18%
16	OWNER COMPLIANCE REQUEST FORMS SENT	33	5	38	121	-69%
17	CONTRACTOR REGISTRATIONS 10/1-9/30/23	318	6	324	354	-8%
18	TOTAL WARNINGS ISSUED	16	0	16	9	78%
19	TOTAL CITATIONS ISSUED	51	5	56	66	-15%
20	DESIGN REVIEW NOTICES MAILED	1750	92	1842	2257	-18%

ESCROW ACCOUNT BALANCE:

\$159,650

AS OF

9/1/2023



James Lewis
General Manager

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

Ladder Fuels Reduction (LFR) Program	Current Month	Year to Date (YTD)	Previous YTD
Permits issued*	49	1,075	770
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	9	100	23
Inspections completed (Final & Fall LFR, MPB, etc.)	1,264	1,551	1,761
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	2	12	17
Inspections completed	18	1,190	1,166
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	226	177

Department Highlights:

- Prepared and mailed ladder fuels reduction (LFR) 3rd violations.
- Performed annual fall LFR inspections of private properties (south end).
- Continued LFR and tree thinning on commons.
- Performed site visits regarding tree removal requests on private properties.
- Pulled noxious weeds on commons.
- Prepared 2024 budget.

(4)
LIAISON & COMMITTEE REPORTS

MEETING MINUTES

Design
Finance

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

Covenants (Met in Sept.)

Design (Meet twice a month)

Finance (Met on Oct. 19th)

Nominating (Met on Oct. 3rd)

**Owner Enrichment Committee
(Met on Oct. 11th)**



SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
SEPTEMBER 22, 2023

PRESENT: Richard Look, Chairperson; Mark Feirer, Paul Lindstrom, Marybeth Collon

ALSO PRESENT: Scott Jackson, Design Review Planner; Shane Bishop, Design Review Planner; Keith Kessar, Asst. General Manager

Design Committee Chair, Richard Look called the meeting to order at 10:25 a.m. The minutes of the 9/8/23 meeting were approved.

ADDITION/ALTERATION

Lot #5 Pathfinder 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 rev. 6/15/23 (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. Indicate accurate existing >4" DBH tree locations, type, and size on the site plans. Include all trees proposed for removal per Form D.
 - c. A Certified Arborist report shall be submitted for review and approval and shall clearly detail protective measures to ensure the survival of the Ponderosa Pines located within or near all proposed construction areas.
 - d. Indicate trash enclosure on site plan per Form D.
 - e. The support structure of the deck is required to be screened per Section 3.16(a) of the Design Committee Manual (DCM).
 - f. Provide complete and accurate details for the canopy at the front entry of the home for full Committee review.
 - g. Provide a re-calculated floor are ratio to include the front entry area covered by the canopy per Section 3.02(e) of the DCM.
2. Prior to installation, the following shall be completed:
 - a. Provide material samples, cutsheets, or specifications for new additional outdoor lighting fixtures for administrative review.

- b. Provide material samples/cutsheets showing the materials, and the finish intended for the handrails and all vertical surfaces of the decking per Section 3.10(a)(7) of the DCM.
- c. The new exterior doors shall match the house body color. Pre-finished doors shall be compatible with the house body color subject to Design Committee approval as per Section 3.07(a)(2).

MOTION AMENDED:

1. **Item #1f above shall read: Provide complete and accurate details for the canopy at the front entry of the home for administrative review.**

PRELIMINARY NEW CONSTRUCTION

Lot #7 Red Alder 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 (DCM).**

Preliminarily approved subject to the following conditions:

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

1. Upon final submittal the following is required to be completed:
 - a. Submit a revised site plan showing accurate existing >4" DBH tree locations, type, and size per preliminary plan submittal checklist. Identify any trees proposed for removal per Form D.
 - b. A Certified Arborist report shall be submitted for review and approval and shall clearly detail protective measures to ensure the survival of the Ponderosa Pines located within or near all proposed construction areas.
 - c. Trees proposed for removal outside of the construction footprint are not approved for removal.
 - d. Correct the Floor Area Ratio (FAR) to include the garage area per Section 3.02(e)(5) of the Design Committee Manual (DCM).
 - e. Include a calculation in the area tabulations showing the total square footage of all enclosed exterior areas per Section 3.15(b)(1)(a) of the DCM. The maximum size of all combined enclosures is 350 square feet.
 - f. Identify all roof pitches on the elevations. Per Section 3.11(a)(3) of the DCM, roof pitches shall be a minimum 4/12.
 - g. Determine the type of passage doors; plans provide two options.
 - h. Provide cut sheets for the garage doors. Garage doors shall be wood or have a wooden appearance per Section 3.08(3) of the DCM.
 - i. Provide details confirming that the outdoor kitchen conforms to Section 3.30 of the DCM.
 - j. Show a two-digit house number under a light on elevations.
 - k. Identify materials and dimensions of all timber elements, including knee braces, deck columns, roof truss, etc. Elevations shall show any exposed metal connectors.
 - l. Label details and dimensions of the metal railings.
 - m. Provide cut sheets for all exterior lighting.

- n. Correct callout #12 on the left elevation roof of sheet A4. It does not correspond with the material/finish legend.
- o. Provide a cross-section of screen walls.
- p. The trash enclosure shall accommodate three 32-gallon cans per Section 3.15(b)(2)(a) of the DCM.
- q. Considering the unusual and challenging site, the maximum ridge height appears to conform to the intent of Section 3.02(c) of the DCM and is therefore approved.
- r. Include all relevant items required by Form D upon final submission.

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 (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. Provide a full window and exterior door schedule (garage door included) indicating sizes, materials, and colors per Sections 3.07 and 3.09 of the Design Committee Manual (DCM). Window grids are not permitted per Section 3.09(a)(5) of the DCM.
 - c. Provide samples, cut sheets, and/or other product information as to all exterior materials, including all timber elements (posts, beams, trusses), doors, windows/window trim, roofing (composite and metal), siding/trim, decks/patios, railings, stone/stone veneer. Per Sections 3.09, 3.10, 3.11 of the DCM and Form D.
 - d. Provide a full colors and materials board depicting all exterior materials and finishes per Form D. Size of board not to exceed 24"x24" inches.
 - e. Provide a full exterior lighting schedule, and provide photographs, brochures, and/or other product information indicating size, shape, style, lumens, and color of all proposed lighting fixtures as required by Section 3.19 of the DCM and Form D.
 - f. Provide revised plans and elevations depicting location and type of each proposed exterior light fixture per Section 3.19(c) of the DCM.
 - g. Provide cut sheets brochures, and/or other product information detailing the proposed built-in BBQ and garage doors per Sections 3.07 and 3.08 of the DCM.
 - h. Provide a re-calculation of the Floor Area Ratio (FAR) including the square footage of the garage. See Section 3.02(e)(5) of the DCM.

- i. Provide a calculation of the total enclosed exterior areas, the maximum size of all such areas combined to be no greater than 350 sq.ft. Section 3.15(b)(1)(a) of the DCM.
- j. Identify the roofing material above both front windows with the stone veneer surround on the front elevation shown on page A4.
- k. Remove the call out on Sheet A2 of the plan for a trellis.
- l. Provide details of hot tub screen wall. Legend on sheets A4 and A5 call out stone walls while detail sheet A8 #10 calls out a wood screen wall. Hot tub walls shall be a minimum of 5' from the walking surface at the hot tub per Section 3.15(b)(1)(f) of the DCM.
- m. Provide proposed house number location and lighting source. Per Sunriver Rules and Regs 4.02(L).
- n. Provide the location on the plans and details regarding the proposed "fire pit" on detail sheet A9 #4 per Section 3.23 of the DCM.
- o. Submit a full set of revised plans. All legends must match the details provided on the detail sheets.
- p. All of the above items shall be submitted for Full Committee administrative review.

MOTION AMENDED:

- 1. Remove item 1b above.
- 2. Revise item 1n above to read in full: Remove the "fire pit" designation from sheet A9 #4. Fire Pits are not allowed in Sunriver per Section 3.23 of the DCM and Section 4.03 of the Sunriver Rules and Regulations.

Lot #21 Red Fir Lane

Project: New Home

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided below. **All Sections noted in the following decision reference the Design Committee Manual rev. 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. Submit a revised site plan showing accurate existing >4" DBH tree locations, type, and size per preliminary plan submittal checklist. Identify any trees proposed for removal per Form D.
 - c. Applicant shall follow all recommendations detailed within the Spring River Tree Service Certified Arborist report dated 8/18/23.
 - d. Provide a cut sheet for the garage doors. Doors shall conform to Section 16.06 of the Design Committee Manual (DCM).
 - e. Identify materials proposed for decking.

- f. Identify materials and dimensions proposed for the deck railing. Provide a manufacturer's cut sheet if the railing will be metal.
 - g. Show the 2-digit Sunriver house number on the front elevation instead of the 5-digit county address.
 - h. Remove exterior light 16e on sheet A3.1 per Section 20.03 of the DCM or explain why it is necessary.
 - i. Show all exposed metal timber connectors on trusses and posts on drawings and identify size, type and color.
 - j. Siding battens are identified as being 16" on center, therefore they shall be 1x4s per Section 12.04 of the DCM. Label elevations accordingly.
 - k. The hot tub enclosure appears to meet the intent of Section 17.07 of the DCM regarding connection to the principle structure and is therefore approved as submitted.
 - l. Clarify ridge vent detail.
 - m. Submit all plan changes noted above for administrative approval.
2. Prior to installation the following conditions of approval shall be met:
- a. Submit a colors and materials board for full Committee administrative approval. Size of board not to exceed 24"x24" inches.
3. The following item is a recommendation for the applicant to consider:
- a. Regarding the trash enclosure, the current Design Committee Manual requires enclosures to accommodate three 32-gallon trash/recycling cans. Applicant should consider enlarging the proposed two-can enclosure. If this change is made, revise plans and lot coverage calculations and submit for administrative approval.

Respectfully submitted,



Richard Look
Design Committee Chair

electronic signature used with permission



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
SEPTEMBER 8, 2023**

PRESENT: Curt Wolf, Chairperson; Steve Bosson, Richard Look, Mark Feirer, Paul Lindstrom, Charlie Myer

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

Design Committee Chair, Curt Wolf called the meeting to order at 10:08 a.m. The minutes of the 8/25/23 meeting were approved.

ADDITION/ALTERATION

Lot #7 Sisters 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 rev. 6/15/23 (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. Provide revised elevation drawings for administrative review with dimensions of the proposed construction as required by Form E, Type 2A and 2B checklist.
 - c. Provide material samples and/or cut sheets showing the finish intended for the (3) three proposed pilasters for administrative review per Section 3.14.a of the DCM.
 - d. If the gravel driveway was approved previously, it shall be effectively contained per Section 12.09.3 of the DCM dated 12/19/2020.
 - e. The west elevation drawing shall be corrected to match the other plans.
2. Prior to completion of this project, the new exterior door shall be painted to match house body color. Prefinished doors shall be compatible with the house body color subject to Design Committee approval as per Section 3.07.a.2 of the DCM.

RE-REVIEW

Lot #21 Dutchman Lane

Reconsideration of denied driveway configuration

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.**

The Design Committee rescinded the denial decision dated 8/11/23. The Committee has determined that the existing configuration of the driveway meets the intent of Sections 1.03.e and 1.01.a of the current manual. The existing configuration has been in place since 2002.

Lot #8 East Butte Lane

Reconsideration of denied exterior alterations

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.**

The Design Committee upheld the denial decision dated 8/11/23 regarding the property line designations on #8 East Butte Lane.

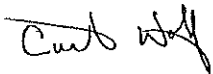
Lot #8 Pine Needle Lane

Reconsideration of denied privacy screen

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 12/29/20.**

The Design Committee upheld the denial decision dated 8/11/23 but will defer action for 120 days to allow for the submission of plans to re-purpose the enclosure.

Respectfully submitted,



Curt Wolf
Design Committee Chair

electronic signature used with permission

Finance Committee Minutes
September 14, 2023
SROA Board Room

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

Alternate Members Present: Steve Murray, via zoom: Betsey Nelson

Staff Present: Kellie Allen, Patti Gentiluomo, Joe Healy, James Lewis, Rebecca Maloney, Clair McCafferty,

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

Approve Minutes from August 17, 2023

The Committee unanimously approved the Finance Committee minutes of August, 17, with corrections.

Review of August 19, 2023 SROA Board Actions

There were no comments on the August 19, 2023 Board Action Items.

Approve August 31, 2023 Unaudited Financial Statements

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.

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.

Cash Flow Update

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

Reserve Transfer – PW Yard

The Finance Committee unanimously approved the transfer of \$607,379.24 for the amount spent to-date on the public works yard.

GIS Platform Proposal

IT Director Rebecca Maloney presented a proposal to contract with TetraTech to establish a centralized Geographic Information System (GIS) platform and database for all SROA department data and incorporate the field collector function to enhance data collection and analysis capabilities. The estimated cost for the project is \$92,182, this cost is partially offset by the removal of current reserve items. The recommendation was approved with nine yay votes and one nay.

The meeting adjourned at 10:50AM

The next Finance Committee meeting is set for October 19, 2023 at 9AM

Submitted by Joe Healy

(5)

SUNRIVER SERVICE DISTRICT REPORTS

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

SUNRIVER SERVICE DISTRICT

MINUTES OF BOARD REGULAR MEETING

3:00 p.m. Thursday, July 13, 2023

Meeting In Person at the SROA Board Room and Via Microsoft Teams

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

Roll Call: Chair Fister, Vice Chair Shoemaker, Treasurer Beenen, Dir. Foster, Dir. Hepburn and Dir. Ralston were present. Dir. De Alicante was not present.

SSD Staff: Board Administrator Holliday, Interim Chief Bjorvik, AIC Police Chief Lopez

SROA Staff: Susan Berger

Public Input: None

Consent Agenda

1. Motion to approve:

- a) May 18, 2023 Regular Board meeting minutes
- b) June 15, 2023 Regular Board meeting minutes
- c) June 29, 2023 Special Board meeting minutes
- d) SROA monthly invoice in the amount of \$18,443.99
- e) Tactical Business Group invoice in the amount of \$5,000.00

The June 15, 2023 minutes were not ready for approval.

Dir. Foster moved to approve the Consent Agenda, minus the June 15, 2023 minutes; seconded by Dir. Ralston. Motion passed unanimously.

Old Business

2. Public Safety Building Update

OR/PM Nelson introduced Kirby Nagelhout Construction Company (KNCC) Superintendent David Martin. Sup. Martin gave an update on construction and reviewed the five-week forecast. He stated there will be additional signage, and anyone on the site is required to wear hard hats, closed toed shoes, long pants, and high visibility attire.

OR/PM Nelson met with SROA to coordinate logistics for construction. He also received information about the fiber line to begin foundation work. He thanked SROA for jumping on this issue and facilitating the final fix. KMB will be submitting Bid Package 2 to Deschutes County for the Building Permit Amendment. The final Gross Maximum Price (GMP) is being negotiated. Each department has also reviewed the first round of furniture for their respective areas. The lead time for switch items has been reduced drastically than previously scheduled.

- a. **Motion to Approve June 2023 Building Funding Requests in the total amount of \$201,811.80**
 - i. Sunriver Service District reimbursement in the amount of \$150.00
 - ii. Nelson Capital invoice in the amount of \$9,500.00
 - iii. KMB Architects invoice in the amount of \$171,031.80
 - iv. Systems West Engineers invoice in the amount of \$2,315.00
 - v. Spring River Tree Service invoice in the amount of \$18,815.00

KMB missed the invoice date last month, therefore, the amount is for two months' worth of invoices.

Dir. Ralston moved to approve the June 2023 Building Funding Requests in the total amount of \$201,811.80; seconded by Vice Chair Shoemaker. Motion passed unanimously.

b. Motion to approve additional services to the geotechnical scope of work to Evren Northwest Inc. in the amount of 13,215.00

OR/PM Nelson was advised to enlist Evren Northwest for the logistics and duties regarding old and new drywells to submit to the Department of Environmental Quality (DEQ). There is an agreement in the Board packet for approval for this scope of work.

Dir. Foster moved to approve additional services to the geotechnical scope of work to Evren Northwest Inc. in the amount of \$13,215.00 and the Chair's signature; seconded by Dir. Ralston.

There was discussion about the services Evren will be providing, such as consulting, certification, monitor construction, and all paperwork needed for DEQ is done appropriately.

The motion passed unanimously.

c. Builders Risk Insurance Policy

OR/PM Nelson asked Kirby Nagelhout to get a policy with their provider, as it has been taking too long to utilize the insurance carrier the District uses.

d. Review of monthly memo to Deschutes County Commissioners

There were no changes and Administrator Holliday will send out.

3. Update on SSD/SROA Ground Leases and Police Department Amended Lease

Dir. Hepburn stated the contract presented to the Board is similar to the Memo of Understanding (MOU) signed previously with SROA. Dir. Hepburn reviewed some of the details, such as it is a 99-year lease with a 50-year extension, the District will pay \$40,000 per year to lease the land, and it is not a separate tax lot, just a portion of SROA's lot. SROA has engaged a surveyor for the property to better assess the area, which will revise Appendix C. The Board is being asked to approve the parameters of the contract, knowing Appendix C will be updated at a later date. The District will also always have to use the land for public safety, otherwise it reverts back to SROA. There were further discussions about the parameters of the contract.

Treasurer Beenen said he didn't feel comfortable voting on this lease as it was presented late to be included in the Board packet, and he hasn't spent enough time reviewing the document. He added he is not skilled to know if all the legal issues are covered, and wanted confirmation the lawyers approved the document as is and the SSD is covered. SROA GM James Lewis stated there is a lot of legal text in the document, and it just solidifies what was already preapproved with the MOU. There were not a lot of changes. Exhibit C, the document refers to the property as the entire SROA lot, the premises refers to the SSD area. It goes to the SROA Board later in the week for discussion and approval. GM Lewis said both sets of attorneys have signed off on the document.

Dir. Hepburn acknowledged the document was submitted late and Board members may have not had a chance to review it. Dir. Ralston is fine relying on the lawyers to make sure the document is okay.

Dir. Ralston moved to approve the updated SSD/SROA Ground Lease and Police Department Amended Lease with the revised appendix; seconded by Vice Chair Shoemaker.

Treasurer Beenen asked again if there is an impact to taking another month to reviewing the document. Dir. Hepburn said no, it would just require a calculation in back lease rates. GM Lewis also stated it is just the ground lease and bill of sale, nothing is changing with the Police Department lease.

Dir. Ralston withdrew his motion and moved to approve the updated SSD/SROA Ground Lease with the revised appendix; seconded by Vice Chair Shoemaker.

The motion passed unanimously.

4. Update on the Police Chief hiring process

The application is closed and there are eight applicants. There is a lack of investigators for background checks. Therefore, it may take a little longer for the Fire Chief final candidate to go through that process. The interview panel will meet in late July to begin reviewing the application packages. The goal is to have a final vote at the September Board meeting for the Police Chief position.

New Business

5. Motion to approve the Chair's signature on the conditional offer of employment letter to Mr. William Boos as the Sunriver Fire Chief

Vice Chair Shoemaker shared that the interview committee recommended Mr. Bill Boos out of the Bend Fire Department. He had a final interview with the SSD Board in Executive Session earlier in the week.

Vice Chair Shoemaker moved to approve the Chair's signature on the conditional offer of employment letter to Mr. William Boos as the Sunriver Fire Chief; seconded by Dir. Ralston. Motion passed unanimously.

Vice Chair Shoemaker reminded the Board that the background is delayed due to shortages of private investigators.

6. Monthly Chief/Administrator's Reports

AIC Police Chief Lopez

- June 2023 calls for service (total) 8 of the 42 cases were outside of Sunriver
- The Corporal position(s) have been announced.
- Officer Thommen has moved forward with his hiring process for Port of Portland
- Approximately 18 Oral Board Interviews were conducted for the Police Officer position. Two applicants have been provided a background packet.
- Sunriver Police Foundation is moving forward and provided community caretaking cards to the Police Department.
- FTO software has been purchased with training to come.
- Sgts. Davis and Beck attended a rifle instructor course.
- Monthly training days have been scheduled. A wet lab/DUII training was conducted in July.
- National Night Out has been scheduled for August 1 in the Village.
- Officer Wilson obtained CPR Instructor Certification.
- Police photographs were taken for official correspondence and the lobby.
- Officer Guffey is progressing in FTEP and is projected to be signed off any time. Officer Mai has started in FTEP.
- DUII arrests included a 13-year-old.
- Multi agency active threat training was conducted in Redmond.

- The annual shredding event was held.
- Warrant arrest on Cottonwood and another off Beaver.
- Two on-duty injuries on Bike Patrol
- Community Events: 4th of July, Groundbreaking Event

Interim Fire Chief Bjorvik

- Review of July statistics. There were more Advanced Life Support calls than the same month in prior years. Mutual aid update and shared various trends.
- Staff are working on training hours to be comparable to last year.
- Emergency Response Update
- Attended the Central Oregon Fire Chiefs meeting.
- Working on the Acting In Capacity (AIC) wage adjustments, as currently they just move to the next pay step. However, in some areas this wasn't a very large jump in compensation. The 5% adjustment to work out of class was a more fair and better compensation plan. This would increase interest to become AIC qualified.

Dir. Ralston moved to amend the existing MOU to add a second 5% for AIC for Captain (a two-step jump); seconded by Dir. Foster. Dir. Hepburn voted yes, Dir. Shoemaker abstained, Dir. Ralston yes, Dir. Foster yes, Treasurer Beenen yes, motion passed.

- Attended the Public Safety Building/PM/Design Team meetings, as well as the officer's meetings.
 - Completed the three-day water rescue training.
 - AIC Chief Bjorvik gave an update on the new ambulance design. The ambulance is scheduled to be replaced in 2026 and the wait time is roughly 3 years. There is no need for a down payment and the District can cancel at any time. AIC Chief Bjorvik received approval from the Board to put in the order.
 - New Firefighter /Paramedic Hiring Process update.
 - Community Events: Station Tours, 4th of July Parade and Village display
- **Administrator Holliday**
Administrator Holliday shared a prepared statement. She stated her current workload is more than one person can manage. She stated she had shared with the Board on numerous occasions, both individually and at Board meetings, her concerns to no avail. Due to the stress of the job and added workload, she experienced extreme health issues and was ordered by her physician to work a limited schedule for the near future. She said she is spread so thin she cannot effectively complete the tasks assigned to her and has not received the adequate training necessary. Administrator Holliday stated the District is at risk due to the lack of planning for a Human Resources department, and third parties for Payroll and Accounting falling short on the contractual obligations. She loosely compared SROA and SSD staff, stating that there are seven positions completing these duties for SROA and there is only one for the SSD, Administrator Holliday. She asked the Board to create a plan for these areas and be responsible for implementation and oversight.

Dir. Hepburn stated the Board Administrator should not be managing payroll, and those functions should live in the specific departments. He said the Board needs to have a discussion on where these functions should reside. He also reached out to SDAO for guidance and assistance. They provide information and support; they do not provide the services.

Chair Fister stated he sent a letter to SROA asking if they would be willing to continue payroll, accounting, and human resources functions for the next two months for the District. He believes it is the Board Administrator's responsibility to manage the transition, with the understanding some Board members might have to take on some tasks. Chair Fister also stated Human Resources should be brought to Administrator Holliday and himself, the Board Chair. Administrator Holliday shared she believed this is minimizing the amount of critical work this area provides, in which Chair Fister recommended resubmitting a Request for Proposals (RFP) for HR services.

Dir. Hepburn said looking at the additional duties the Board Administrator has absorbed, the Board needs to review tasks to be removed. Chair Fister stated the job description needs to be reviewed. He also stated a plan to deal with worker's compensation issues in the meantime. Chair Fister also spoke about hiring an office assistant. Dir. Hepburn added if Board members need to pick up tasks, it's critical they do so. Treasurer Beenen suggested Administrator Holliday focus on her job as outlined in her job description, and the Board picks up the duties associated with HR, etc. Chair Fister shared his concern about the Board being responsible for these duties due to their lack of training and it potentially falling outside of their protections. Treasurer Beenen stated it is the Board's responsibility to solve the problem and handle the responsibilities outside of the Board Administrator job description. Chair Fister said he will work with his contacts at Deschutes County regarding the HR functions. There was further discussion around this issue, but Treasurer Beenen stated the responsibility ultimately lands on the Board.

Dir. Ralston suggested Administrator Holliday only do her job description duties as well, and the chiefs and their administrative assistants help more in these areas.

Chair Fister stated both ADP and NowCFO fell short on their contracts. He shared his appreciation to Treasurer Beenen on his work with Accounting and Payroll, as well as Vice Chair Shoemaker with the police and fire chief hiring processes.

Administrator Holliday asked the Board to manage these complex issues, such as making decisions about the future of these contracts and hiring an HR professional to complete those critical pieces. She shared concern about not having the time to complete important tasks for the District as a Board Administrator that keep it in compliance with various public meeting laws, etc.

Chair Fister said he would spearhead resubmitting the RFP. He added there will be tasks pushed back to the departments. He will follow up with Deschutes County legal get insight about not overstepping their bounds for personal liability. Treasurer Beenen said, "Mindy you are not responsible for the ADP and Accounting transitions." Chair Fister said the "District is responsible for it." Treasurer Beenen added "it is the Board's responsibility."

Dir. Ralston stated the Accounting, Payroll and HR need to be taken care of. However, the Board needs the knowledge and bandwidth to take that on. Chair Fister reiterated the letter he sent to SROA asking for assistance.

Dir. Hepburn stated Administrator Holliday has made the Board fully aware of what's going on and it will be different moving forward.

Chair Fister gave an update on the status of ADP and Quickbooks. There was discussion about whether to continue utilizing SROA for accounting or NowCFO. Deputy Chief Bjorvik said SROA recommended continuing running everything only through their office.

Administrator Holliday agreed a meeting with a few Board members the following week is the next step.

Dir. Foster said he was worried Administrator Holliday was giving her notice at first, and shared kind words about her and his concern there was getting to be too much work. He added if these items hit the floor, it is the Board's fault.

Treasurer Beenen discussed the idea of having a District Administrator in addition to a Board Administrator. He added by bringing these functions internally, it has complicated the administration of the District. There was further discussion around reevaluating the job duties of each area, organizational structure, etc. in the future.

7. Update and discussion on SSD Payroll, Accounting, and Human Resources

This agenda item was discussed in Administrator Holliday's update.

8. Discussion on SSD Office Assistant Position and Job Description

Dir. Ralston said the Board Administrator position and the Board are fragile, and it is important to have this position as replacement if needed. Vice Chair Shoemaker cautioned the Board to move forward with this position until a deep evaluation of various positions and to not be reactionary. He also said it would be worthy to reach out to SDAO for assistance and to evaluate the District. Chair Fister said there might be opportunities to utilize a temporary service while assessing the situation. Chief Boos stated the chiefs and administrative assistants can take on more of the HR, Accounting and Payroll pieces to alleviate Administrator Holliday's workload. AIC Chief Lopez added that proper training needs to be provided in an expedited manner. Treasurer Beenen made clear that these transitions are not the responsibility of the Board Administrator.

9. Discussion on Drone Sense 3-year Contract

AIC Chief Lopez said this software and app assists in monitoring the drones and is available on all electronic devices. The system interacts with Axon, the department's body camera software, to store digital evidence. It also can track flights, which is required by law. AIC Chief Lopez added all allied agencies use this software for their drones.

Treasurer Beenen moved to approve the chief to go into contract with Drone Sense for a 3-year contract; seconded by Dir. Ralston. The motion passed unanimously.

Dir. Foster left the meeting.

10. Update on Board Administrator, Police Chief and Fire Chief annual reviews

This item was moved to the next Board meeting agenda.

11. Update on SSD Chair/SROA President Quarterly Meeting

This item was moved to the next Board meeting agenda.

12. Motion to approve the June 2023 unaudited financials

Treasurer Beenen went over the unaudited financials through June 30, 2023, which is the end of the fiscal year. There may be some adjustments as more invoices come in, but these numbers are close to

the final amounts. He reminded the Board there will be a reserve study this summer to assess the current amount in the 716 non-operating fund. In addition, the District should be receiving the next installment of \$2 million from Deschutes County in the 717 Public Safety Building fund.

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

13. Review June 2023 SROA Board meeting

Treasurer Beenen said at the upcoming SROA meeting the Board will approve the SSD Board vacancies. Dir. Ralston shared concerns about the current process, which results in four of the seven Board members' terms expiring at the same time.

In response to Administrator Holliday's concerns, Dir. Ralston stated it is important to get the committee started right away.

Treasurer Beenen moved to adjourn; seconded by Dir. Ralston. The motion passed unanimously.

Meeting adjourned.

Submitted by Board Administrator, Mindy Holliday

SUNRIVER SERVICE DISTRICT

MINUTES OF BOARD REGULAR MEETING

3:00 p.m. Thursday, August 17, 2023

Meeting In Person at the SROA Board Room and Via Microsoft Teams

Call to Order: Chair Fister convened the meeting at 3:01 p.m. Chair Fister advised there would be changes to the agenda. After public input, there would be a swearing-in ceremony for Corporal Kornblum and Item 8, Unaudited Financials, would be moved to the beginning of the meeting.

Roll Call: Chair Fister, Vice Chair Shoemaker, Treasurer Beenen, Dir. Ralston, Dir. Foster, and Dir. De Alicante were present. Dir. Hepburn was not present, and Vice Chair Shoemaker advised he would be a few minutes late.

SSD Staff: Board Administrator Holliday, Interim Fire Chief Boos, and Police Chief Womer

SROA Staff: Susan Berger

Public Input: Randy Schneider expressed his support for Lt. Lopez for the Police Chief position. He feels he communicates well with the public and his team supports him. He thanked Sunriver Fire and Police for disposing of flags properly and said he noticed more American flags being flown in Sunriver recently.

Corporal Swearing-In: Chief Womer introduced Tory Kornblum and gave a short bio. Corporal Kornblum heard about the Sunriver police officer position through Lt. Lopez, whom she knew from the FBI National Academy. She was promoted to Corporal and was sworn into her new position during the meeting.

Recognitions: Director Foster was appointed three years ago to the Sunriver Service District Board. Chair Fister thanked him for his service and presented him with some tokens of appreciation.

Chair Fister also thanked Dir. De Alicante for serving his three-year term and was pleased he will continue to serve for another term.

Sunriver Police Department Foundation Update: Dennis Dishaw, Foundation President, presented an update to the Board. He stated last year he was presented with the idea of a foundation by Chief Womer and Lt. Lopez. The foundation needed to be an independent, non-profit corporation, with no expense to homeowners. With the assistance of Dir. De Alicante, the foundation is a legally formed 501c3 non-profit organization and all donations are tax deductible. Through their designation, donated monies can only be used to assist the Sunriver Police Department. The foundation is receiving their funds through corporate sponsors and are currently seeking event sponsors. The foundation recently purchased \$35 pre-paid debit cards to be handed out by police staff to those in need. First Interstate Bank waived all fees associated with the cards. President Dishaw advised the foundation needs more board members and would like to recruit more volunteers. Chair Fister thanked President Dishaw for his efforts of forming the foundation and his continued hard work.

Vice Chair Shoemaker joined the meeting remotely at 3:15 p.m. Future board member Denney Kelley also joined the meeting in person.

Consent Agenda

1. Motion to approve:

- a) June 15, 2023 Regular Board meeting minutes
- b) July 13, 2023 Regular Board meeting minutes
- c) August 7, 2023 Special Board meeting minutes

- d) SROA monthly invoice in the amount of \$14,103.68
- e) Lexipol LLC invoice in the amount of \$8,516.76
- f) Portland HR Solutions invoice in the amount of \$7,716.50

Administrator Holliday stated the July 13, 2023 Regular Board meeting minutes were not available for this vote.

Dir. Foster moved to approve the Consent Agenda, with the exception of item b; seconded by Dir. Ralston. The motion passed unanimously.

Old Business

2. Public Safety Building Update

Dir. Ralston gave the update, as PM Doug Nelson was out of town and unavailable. A Special Board Meeting was held the previous week to approve the Guaranteed Maximum Price (GMP) budget and Fire Alarm System (FSA). The mechanic and plumbing permit reviews are complete with no comments. The structural review has begun and should be done soon. The District is waiting on furniture costs and the Builders Risk insurance policy is close to being completed.

KNCC reviewed the five-week schedule. The first concrete pour for the was completed and underground plumbing and electrical continues. Framing will begin in the middle of September. Dry wells have been blasted, installed, and tested. Work on the main water line on the south side has begun. There was continued discussion about dry wells. Chair Fister asked if there were any concerns moving forward and KNCC advised there were little issues here and there, but nothing of concern. All immediate disruptions will be highlighted in the five-week schedule. KNCC explained everyone would be notified of any changes to the master schedule. The master schedule is transparent, and the end date has not changed. Dir. Ralston requested that the master schedule be included with the board packet materials monthly, and the Board be apprised of any changes at the Board meeting.

a. Motion to Approve July 2023 Building Funding Requests in the total amount of \$649,742.77

- i. KMB Architects invoice in the amount of \$79,888.55
- ii. Systems West Engineers invoice in the amount of \$3,155.00
- iii. Spring River Tree Service invoice in the amount of \$142.50
- iv. Evren Northwest invoice in the amount of \$888.75
- v. Local Government Law Group invoice in the amount of \$167.50
- vi. Nelson Capital invoice in the amount of \$9,500.00
- vii. Kirby Nagelhout Construction invoice in the amount of \$551,125.48
- viii. Sunriver Christian Fellowship invoice in the amount of \$1,000.00
- ix. AmeriGas invoice in the amount of 384.99
- x. Day Wireless Systems invoice in the amount of \$2,490.00

Treasure Beenen said the budget shows \$16.4 million in committed costs, and there is just under \$1,000,000 uncommitted but spoken for leaving a \$583,000 owners' contingency. In addition, KNCC has a construction contingency of roughly \$611,000. There was continued discussion around the \$1,000,000 uncommitted funds, and the cost of furniture and fixtures. KNCC stated there is a \$40,000 allowance as part of the GMP which includes engineering and footings for covered parking. Continuing discussion ensued regarding the parking structure, footings, and the ability to hold snow. Treasurer Beenen asked if KMB Architects work is completed. Dir. Ralston advised there is about \$400,000 remaining in their contract, and they are still engaged in various areas.

Dir. Ralston moved to approve the Sunriver Public Safety Facility funding request #011 for July 2023 in the total amount of \$649,742.77; seconded by Dir. Foster. The motion passed unanimously.

Discussion continued after the vote regarding the construction schedule and if the building will be framed before winter.

b. Review of monthly memo to Deschutes County Commissioners

Administrator Holliday advised she will add information about the construction live feed on the SSD website. Chair Fister said he would send Deschutes County an update on the approval of the GMP. There were no additional comments to the memo and Administrator Holliday will send out immediately.

3. Update on the Police Chief Hiring Process

Vice Chair Shoemaker welcomed Fire Chief Boos to his first official Board meeting as Fire Chief. The Police Chief hiring process is on schedule, and he is confident the next Police Chief will be named at the next regularly scheduled board meeting. Administrator Holliday advised the Board members are set to interview the candidate in Executive Session Sept. 12, 2023 at SHARC.

Dir. De Alicante wanted it on the record that he was on the Board when they brought in the current Police Chief. At the time, the Board felt there was someone perfectly suited to follow the current chief and he continues to hear positive things about Lt. Lopez. He added that Lt. Lopez is well-liked, and he has heard there may be negative results if they do not follow through on what was discussed, not promised. Dir. De Alicante reiterated he wanted that on record.

Treasurer Beenen advised his recollection was they recognized Lt. Lopez as a very viable candidate for Police Chief, but no commitment was made. Chair Fister said Lt. Lopez is a viable candidate and has received a lot of verbal and written support from the community, but they are still running a fair and honest process.

New Business

4. Motion to approve the July 2023 unaudited financials (Previously item 8 on the agenda, moved to the top of New Business)

Treasurer Beenen advised the financials for June are in the Board packets. The July financials were not ready due to switching accounting processes. Treasurer Beenen and Brenna Glass (NowCFO) are working diligently with new programming and getting processes switched over to QuickBooks. The goal is to provide the Board similar looking reports.

Fund 715 June revenues came in \$32,500 over budget. Property taxes came in about \$13,000 under budget. All expense categories, year to date, are under budget. The District is roughly \$521,000 to the good for the 22-23 fiscal year, with the majority of savings coming from position vacancies.

Fund 716 is roughly \$42,000 ahead on revenue, which was primarily due to interest income. Fire came in slightly under and Police was significantly over due to the approval of the new patrol vehicles. The ending net capital for the year was on target.

Fund 717 is \$285,000 ahead due to interest income. The expenses came in well below what was planned. The District has only spent roughly \$2.56 million due to starting construction later than expected. Net capital at the end of June was just under \$13 million.

Treasurer Beenen stated the auditors are expected to be on site in early September. They will provide a draft financial statement by October 2, 2023, and issue the report no later than October 20, 2023. The fee is \$10,300. Treasurer Beenen will respond to the auditors and state the schedule is acceptable.

Board Admin Holliday advised the Board would need to approve the fee, as it is over \$5,000, and would like Treasurer Beenen to forward the auditor's email to her. Treasurer Beenen also included in his financial packet a Sunriver Service District Financial Control Policies outline for everyone's review and feedback.

Chair Fister commented that a motion will not be needed for the June financials as it had already been approved, and the July financials will be reviewed at the August meeting.

Administrator Holliday introduced Brenna Glass from NowCFO, who is supporting the District's accounting needs and will be at every board meeting.

4. Monthly Chief/Administrator's Reports

Fire Chief Boos:

- Review of the Fire Statistical Dashboard
- Large increase in the total dollar amount for Ambulance Billing in July.
- Explained the response times and how impressed he is with the crews in Sunriver.
- Motor vehicle crashes were down, most likely due to the Hwy 97 corridor improvements.
- Chief Boos is meeting with each firefighter individually regarding pros and cons, and any needs they may have professionally or personally. He is also meeting with outside partners, such as Josh Willis, Tom O'Shea, La Pine Fire Chief Eric Hulsey and Deputy Fire Chief Dan Doherty. Chief Boos and Deputy Chief Bjorvik have had limited time together due to a scheduled vacation.
- Chief Boos is learning the various processes from administrative staff, Chief Womer, and Lt. Lopez.
- Chief Boos attended the Central Oregon Fire Chiefs meeting, where Measures 47 and 50 were discussed.
- Departments in Central Oregon are bringing in outside training and Sunriver will start taking advantage of this opportunity.
- Chief Boos has been meeting about HR and Payroll processes. Staff are meeting with SDAO soon.
- Moved some apparatus around due to the south apron being affected by construction. It was not a huge impact.
- There is concern over shutting down the heat pump for two days. The crews are flexible and excited about the new building.
- Due to not having the training program log in, Fire was not able to report training hours.
- Sunriver has extended an offer to Evan Allen for the position of firefighter/paramedic and he is currently going through the hiring process.
- Chief Boos gave a briefing on the fires affecting the area and the weather predictions.
- The crews conducted joint training with the Forest Service on Friday.

Police Chief Womer:

- Review of statistics. July was a busy month.
- Officers Lyman and Mai are currently in training. Officer Lyman is back from the academy.
- Promoted Tory Kornblum to Corporal and there is another Corporal position yet to fill.
- Officer Thommen resigned effective August 7 and is currently working for the Port of Portland.
- Drone Sense is up and running and works great. When the drone is deployed, officers can review the footage on their phone in real time. It also pairs up with Evidence.com.
- The new glocks have arrived and are currently being fitted with red dot optics. Sgt. Davis has completed the Red Dots Optics Firearms Instructor course. Once issues, all staff will be trained.

- The Chief and Lt. received SR Alerts training from 9-1-1. It was tested prior to the construction blasting that recently took place.
- A conditional offer of employment was extended to a candidate, but he declined and accepted an offer from Redmond PD. Another applicant is in the final stages of the background process.
- Received an update that DPSST received approval from the legislature to double the output from the academy over the next couple of years. Currently, the backlog to get someone into the academy is about 8 months. They are predicting in 2024 there will be no backlog.
- Officer Guffey is now off FTEP and Officer Mai goes to the academy in September.
- Officer Wilson responded to a self-inflicted fire on Lava Butte and was able to remove the victim from his vehicle before it burned up.
- Officers Guffey and Thommen had a foot pursuit/disorderly conduct arrest off Meadow.
- Subject was shooting at Deschutes County drones and Officer Wilson pulled him over and was arrested after admittance.
- The wet lab training went well.
- Officer Kornblum was on light duty for a couple of weeks, but fully recovered and is back out on the road.
- National Night Out was a huge success. Community members provided many donations and Citizen Patrol volunteers cooked the food. Dir. Foster asked about the attendance of Coffee with a Cop. Chief Womer stated it draws different people, some are not coming intentionally attending for event, but are staying once they realize what is going on.
- Treasurer Beenen was curious what the reasons were for the bike crashes and Chief Womer stated mostly inexperienced riders. To Chief Womer's knowledge, there have been no crashes involving E bikes directly or indirectly. The department has received many complaints that E bikes go too fast and scare people.
- Chief Womer advised Lt. Lopez received his master's degree through the University of Virginia and Administrator Holliday advised there is a congratulatory card if Board members would like to sign.

Administrator Holliday:

- Has been working on creating a list of duties regarding Accounting, Payroll, and HR to identify who they will be assigned to. Administrator Holliday is the only one with access to the District's First Interstate Bank account and she has been working with Joe and Brenna to learn their processes. Dana is managing the update to QuickBooks by updating the vendors, W9's, etc. SROA has been supportive and responsive in answering questions.
- Administrator Holliday has taken the lead on the ADP software to ensure the withholdings and deductions are correct, learning specifics on PERS and Social Security deductions, etc.
- Administrator Holliday is looking forward to meeting with SDAO soon to provide support and guidance.
- There was discussion about ADP upping the timeline for payroll to administer the third quarter taxes. Treasurer Beenen pointed out the ADP has dropped the ball in a lot of areas and there needs to be a discussion when the invoice arrives.
- Administrator Holliday met with management at NowCFO about the current invoice amount. They committed to more hours at no cost due to issues with their ability to meet deadlines earlier this summer. Treasurer Beenen stated Brenna has been fantastic to work with.
- The first ADP test payroll has been completed to assess data. Areas were identified to correct and there will be a second test run soon.
- Chief Womer stated it has been great to have Chief Boos on board and pointed out the administrative staff are doing an amazing job, but they are also still in addition doing the

same jobs they were doing before. Administrator Holliday also commended the Chiefs for being supportive of the whole work from home model.

5. Review and Discussion on Patrol Vehicle Expenditure Request

Chief Womer shared Wheeler County had over ordered three trucks and Sunriver was presented with the option to purchase them, as there is roughly a long lead time to receive new vehicles. Treasurer Beenen asked the status of vehicles currently. Chief Womer advised we will be losing another 2019 from the fleet. Two new trucks are currently at the upfitter and the third one will be delivered in October and will go straight to the upfitter. In the budget process, the intention was to request one vehicle a year to keep the fleet updated. In lieu of ordering one next year, Chief Womer would like to purchase one of these trucks this year.

The Board expressed concern about having five vehicles rolling over simultaneously. Dir. De Alicante asked if the department was fully staffed and if there were enough vehicles. Chief Womer said yes and added if the Board doesn't approve the purchase now, the vehicle would be requested in the next budget cycle. Treasurer Beenen asked if there is currently a spare if another vehicle goes in for repair. Chief Womer advised the department kept an older car for this reason.

Dir. De Alicante asked about the budget and Treasurer Beenen said it would be spent from the 716-capital account a year early. There was concern shared about the upcoming Reserve Study findings and the rotation schedule of the vehicles. Dir. Foster asked if purchasing this vehicle save money. Chief Womer said it would if the price of the vehicle goes up next year.

6. Reviewing the July 2023 SROA Board Meeting

Dir. De Alicante said the SROA Board recommended and approved Denney Kelley for the Sunriver Service District Board. He also gave an update on the SROA budget, TRT task force discussions, SSD ground lease, the annual homeowners meeting, sharing letters from homeowners at the SROA Board meeting, an email sent with the SROA logo that was not sent by SROA Administration, and SROA's Strategic Plan Task Force for 2030. Treasurer Beenen stated the SROA board will be voting on whether to stay with the recommendation of Larry Ishmael for the SSD Board or to change that recommendation. Treasure Beenen said he would remain as the Treasurer until one is chosen.

7. Update on Board Administrator, Police Chief and Fire Chief annual reviews

This item was moved to the next Board meeting agenda.

Other Business

Dir. Foster thanked the Chief's for the Fire Department hat and Police Department shield and shared how much they meant to him. Treasurer Beenen commented on how much he enjoyed working with Dir. Foster.

Director Foster asked if our siren system had a PA System and was advised it does not, because upon hearing the siren you are supposed to check SR Alerts. Discussion ensued and there is still some work to be done.

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

Meeting adjourned at 5:17 p.m.

Submitted by Board Administrator, Mindy Holliday



SUNRIVER FIRE DEPARTMENT / Memorandum

Date: October 12th, 2023
To: SSD Board of Directors
From: Bill Boos, Fire Chief

Subject: **SSD Board Meeting – October 19th, 2023**

Recognition:

- Recognizing Chief Bjorvik for his work during the 2020 Fire Storm events.

Calls for Service:

- Emergency Response Update

Administrative Update:

- Participating in the SROA Strategy Meeting
- Meeting with Deschutes County Administrators
- Attending SDAO Listen and Learn Series
- Central Oregon Fire Chiefs Meeting
- Oregon Fire Chiefs Association Meeting
- Sunriver Fire & Rescue Officers Meeting

Operations Update:

- Monthly Training/Fire – Company Training, EMS
 - Ice Rescue Training
 - Vent Enter Search Training
 - Shift Training

- EMS Case Review with Dr. Petersen
- Hwy. 20 vehicle accident – FF Johnston

Community Events:

- Wildfire Roundtable at the Sharc – Chief Bjorvik
- Otter Run Oct. 13th

SUNRIVER FIRE DEPARTMENT DASHBOARD

Community ~ Honor ~ Integrity ~ Pride



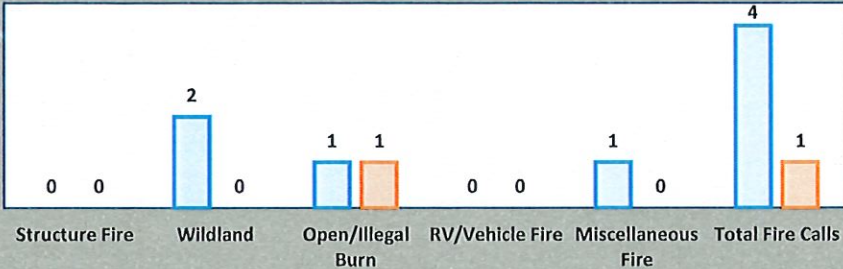
September Comparison Statistics

September
2022 2023

Total Monthly Calls **44** **29**

FIRE RESPONSES

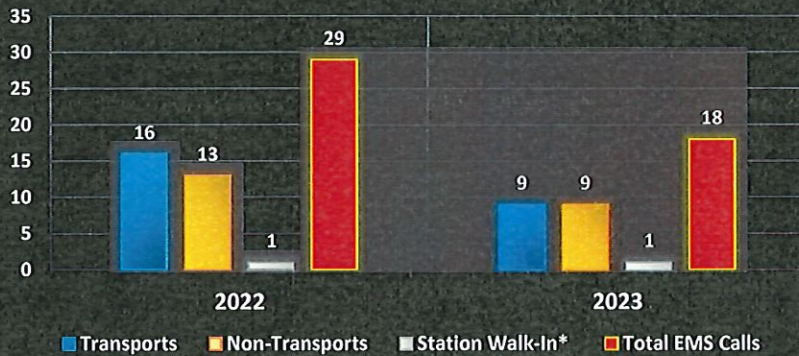
■ 2022 ■ 2023



RESPONSE TIMES (Min:Sec)

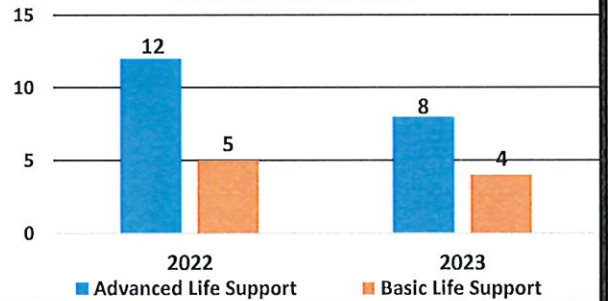
	2022	2023
Turn-Out Time (Dispatched to Enroute)	1:31	1:29
Response Time (Enroute to Arrived)	8:09	8:15
Scene to Back In-Service	42:22	31:32

EMS RESPONSES



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

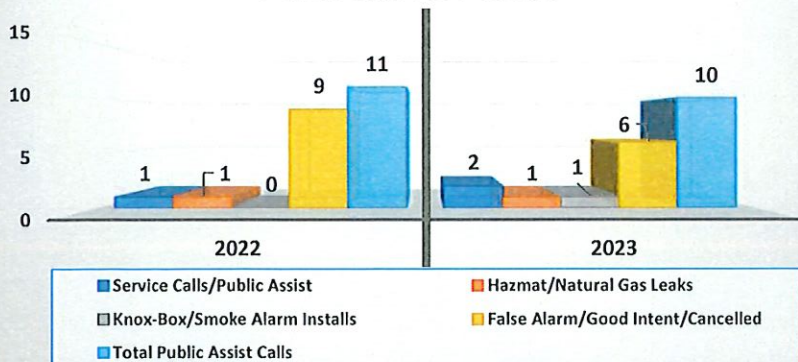
LEVEL OF CARE



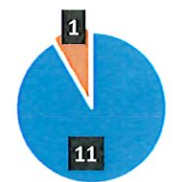
September 2022 2023

MOTOR VEHICLE CRASHES **1** **2**

PUBLIC ASSIST CALLS

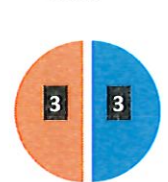


2022



■ Mutual Aid Given
■ Mutual Aid Received

2023



■ Mutual Aid Given
■ Mutual Aid Received

September 2022 2023

TRAINING HOURS **253** **412.5**

August 2023
Ambulance Billing

\$ -

TOTAL CALLS (Year-to-Date) **542** **460**



SUNRIVER POLICE DEPARTMENT

MEMO

TO: SSD Board of Directors

FROM: Lieutenant Stephen Lopez

DATE: October 19th, 2023

TOPIC: September Report

Calls for Service:

See attached September 2023 calls for service (total)

- 9 of the 24 cases were outside of Sunriver.

Administrative Update:

- Numerous applicant interviews were conducted. Several potential corporal and entry level candidates.
- One applicant in backgrounds.
- Training was conducted on the new Glocks and red dot optics.
- Last Bike Patrol Officer worked September 20th.
- Lt. Lopez working with COSPA on a PSA for Firearms Safe Storage.
- Officer Wilson attended the Drone Conference in Bend.
- Radios were serviced by 9-1-1
- Captain promotional process

Operations:

- Officer Lyman is progressing through FTEP
- Officer Mai started at the Basic Academy.
- Officer Wilson has been assigned to CERT.
- Officer(s) responded to an infant death.
- Cougar sighting/activity in Sunriver.
- Several rental scam calls/reports.
- Several warrant and DUII arrests.
- One failure to yield resulting in a citation.
- Over 40 drone deployments (see September Drone Report)
- BBPD Range tour

Community Events:

- Coffee with a Cop
 - COSAP Summit
 - Faith and Blue
 - Every Child Central Oregon Coat Drive
 - La Pine HS presentation
-

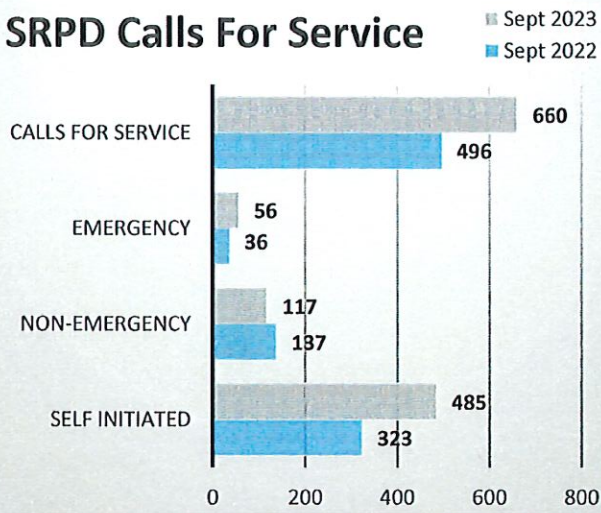
SRPD Case Reports - September 2023

<u>Case Number</u>	<u>Case Offense Statute Description</u>	<u>Case Status</u>
2023-00006124	Warrant Arrest - In State	Arrest (Home)
2023-00006080	Warrant Arrest - In State	Arrest (Home)
2023-00006030	Warrant Arrest - In State	Arrest (Home)
2023-00005647	Warrant Arrest - In State	Arrest (Home)
2023-00006249	DWS / Revoked - Felony	Arrest (Home)
2023-00006228	Theft I - By Deception/False Pretenses	Open
2023-00006201	Theft by Deception	Open
2023-00006097	Theft I - of Bicycle	Suspended/Inactive
2023-00006201	Computer Crime (Misdemeanor)	Open
2023-00006176	DWS /Revoked - Misdemeanor	Arrest (Home)
2023-00006114	Driving Under the Influence of Intoxicants (DUII)	Arrest (Home)
2023-00006062	Hit And Run Accident - Property Damage	Suspended/Inactive
2023-00005968	Driving Under the Influence of Intoxicants (DUII)	Arrest (Home)
2023-00005968	Criminal Mischief II - (+\$500 or intentional)	Arrest (Home)
2023-00005968	Reckless Driving	Arrest (Home)
2023-00005952	Theft II - All Other Larceny	Administratively Closed
2023-00005871	Theft II - of Bicycle	Suspended/Inactive
2023-00006170	Found Property	Suspended/Inactive
2023-00006102	Agency Assist	Suspended/Inactive
2023-00006044	Child Welfare	Suspended/Inactive
2023-00006021	Death Investigation (Natural)	Open
2023-00005987	Trespassed from Location	Suspended/Inactive
2023-00005986	Found Property	Suspended/Inactive
2023-00005955	Agency Assist	Suspended/Inactive
2023-00005832	Found Property	Suspended/Inactive
2023-00005797	Found Property	Suspended/Inactive
2023-00006157	FTY - to Emergency Vehicle	Suspended/Inactive
2023-00006157	Fail To Renew Veh Registration	Suspended/Inactive

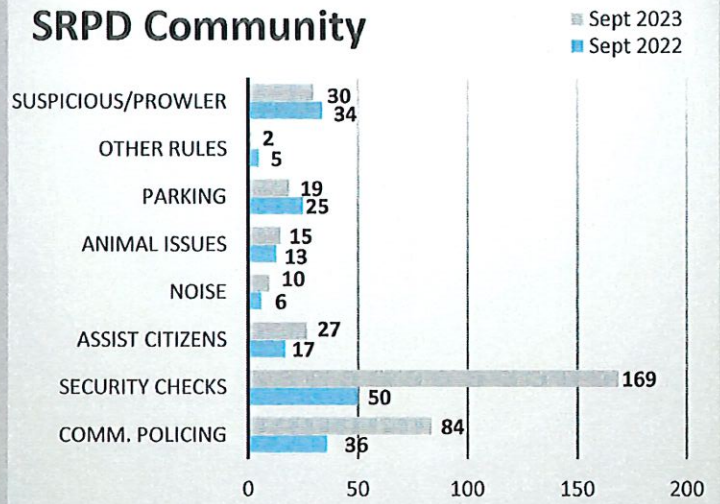
Sunriver Police Department

Statistical Comparison September 2022-2023

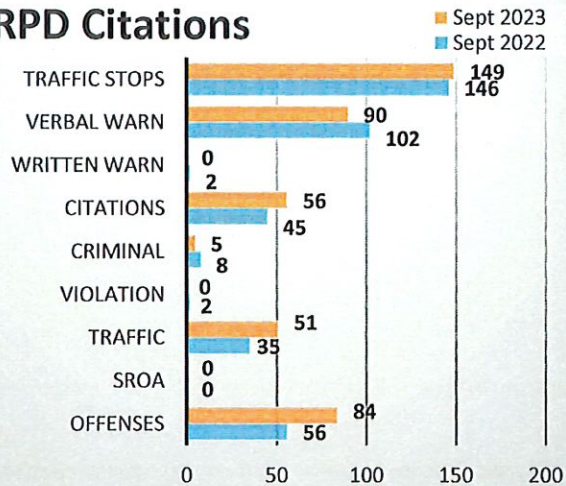
SRPD Calls For Service



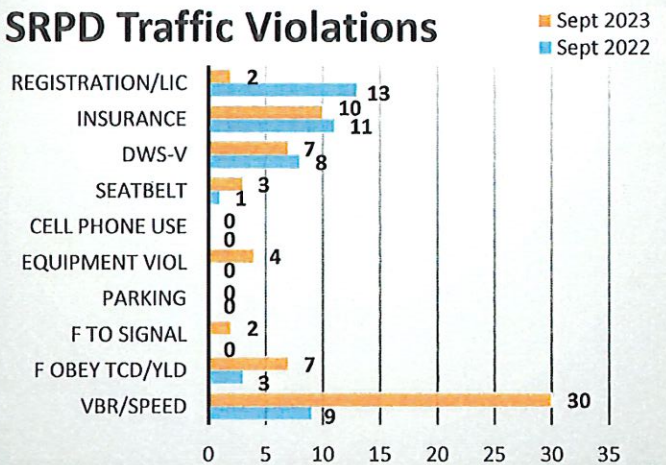
SRPD Community



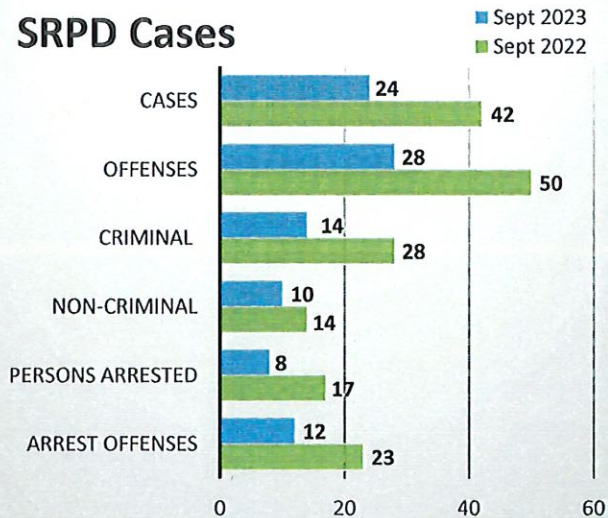
SRPD Citations



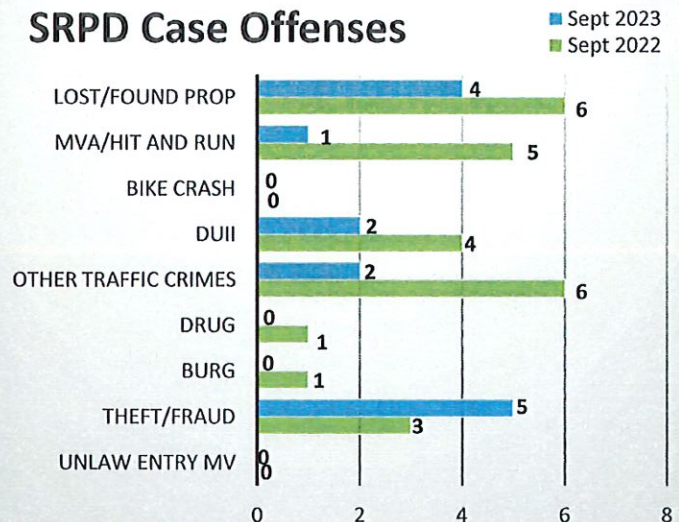
SRPD Traffic Violations



SRPD Cases



SRPD Case Offenses



“A”

Committee & Task Force Actions

Appointments

Nominating – Laureen Anderson

Nominating – Kelly Wilson

(Please note: There will also be the appointments of members to the Comprehensive Owner Survey Taskforce. Those names and the board motion sheet will be forwarded to the Board just as soon as all names are confirmed.)

(Board action required.)

Today's Date

09/27/2023

Name

Kelly Wilson

Sunriver Property

12 Red Cedar Lane

Mailing Address

18160 Cottonwood Rd PMB 809
Sunriver, Oregon 97707

Cell Number or Landline

714 656-6967

Email

kjwilson1952@yahoo.com

Read-Only Content**Experiences:**

I've been a resident of Sunriver for almost 6 years. I was a high school principal and school district administrator in California for 10 years. My responsibilities included budgeting, hiring, personnel investigations, contract negotiations and public communications, etc. I was the school district liaison to police departments in five cities. I presented at school board meetings in both open and closed sessions. I also represented area school administrators lobbying with state legislators on education issues.

My interests are:

I enjoy outdoor sports such as; hiking, biking, fishing, golf, and pickleball. I currently serve as vice president/secretary for the Sunriver Pickleball Club. I am an avid reader of fiction, science, and history books. I enjoy international travel, as well as the arts.

I have expertise in:

My expertise is in administration.

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

Nominating Committee

Today's Date

09/27/2023 12:00 AM

Name

Laureen Anderson

Sunriver Property

22 Topflite

Mailing Address

PO Box 3964
Sunriver, Oregon 97707

Cell Number or Landline

5035053370

Email

laureen58@gmail.com

Read-Only Content**Experiences:**

Recently retired after working 25 years for manufacturing Fortune 500 company in Oregon. 17 years purchasing experience as buyer/purchasing agent working with laborers, contractors, and management. 8 years as sales account administrator working with domestic and foreign customers, general managers, and staff. 12 years working for large paper company in HR/Safety, Purchasing. Experience with various computer systems and applications throughout my career. BS degree in Business Management Marylhurst University.

My interests are:

Playing pickleball, bike riding, golfing, reading historical fiction, cooking, and wine.

I have expertise in:

See experience above.

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

Nominating Committee

“B”
Committee/Task-Force Action Requests

(none this month)

SROA BOARD ACTION REQUEST

DEPARTMENT: Accounting

DATE: October 21, 2023

SUBJECT: 3rd Quarter Capital Acquisitions Transfer

ACTION REQUESTED: I, Director _____ move approval of the transfer of \$69,449.73 from the Operating Fund to the Regular Reserve Fund and the transfer of \$157,113.00 from the SHARC Reserve Fund to the Operating Fund for the 2023 Third Quarter Acquisitions.

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

SUBMITTED BY:

Name: Joe Healy

Position: SROA Controller

MEMORANDUM

9/30/2023

To: James Lewis, Clark Pederson
 From: Joe Healy
 Re: July - September 2023

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

Sunriver Owners Association
 Fixed Asset Additions 2023
 7/1/2023 Through 9/30/2023

Description	Road/Pathway & LFR & IAMP Projects	Replacement Reserve & New Capital	Total	Budget
Domain Server Controller		\$14,230.84	\$14,230.84	\$12,458.00
Fiber Distribution Units		\$11,770.00	\$11,770.00	\$11,108.00
Powervault 114X		\$8,930.36	\$8,930.36	\$7,579.00
Mary McCallum Park Upgrade		\$196,309.10	\$196,309.10	\$235,000.00
Road / Pathway & IAMP Engineering	\$71,929.00		\$71,929.00	\$708,170.00
Tunnel Project	\$508,581.71		\$508,581.71	\$500,000.00
Ladder Fuel Reduction (LFR)	\$392,358.64		\$392,358.64	\$395,000.00
Less: Previously Reimbursed	(\$808,652.96)		(\$808,652.96)	
Less: COVA Grant (New Signs)		(\$74,148.00)	(\$74,148.00)	
Less: LFR Grant	(\$346,758.42)		(\$346,758.42)	
Less: Sale Mohawk Auto Lift		(\$2,000.00)	(\$2,000.00)	
Less: Sale Toyota Tacoma		(\$20,000.00)	(\$20,000.00)	
Less: Sale Toyota Tacoma		(\$22,000.00)	(\$22,000.00)	
SHARC				
Ice Machine - Café		\$7,550.98	\$7,550.98	\$8,596.00
Stage		\$11,401.87	\$11,401.87	\$12,500.00
Robot Pool Cleaner		\$7,931.78	\$7,931.78	\$8,616.00
Exterior Paint		\$124,031.00	\$124,031.00	\$145,000.00
Banquet Chairs		\$6,197.37	\$6,197.37	\$10,000.00
TOTALS	(\$182,542.03)	\$270,205.30	\$87,663.27	

Regular Replace Reserves
SHARC Reserves

(\$69,449.73)
\$157,113.00

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

Board Book Section

“D”

2024 Fees for Services

(Please note: The Admissions Model Workgroup meets on Wednesday morning at which time they will finalize the 2024 fees for services. That information will be emailed to you Wednesday afternoon and hard copies will be provided at the Work Session.)

(Board Motion Required)

Board Book Section

“E”

**Design Committee
Tree Protection Recommendations
(tabled from Sept 16th meeting)**

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Community Development

DATE: September 16, 2023

(TABLED @ SEPT.16TH MEETING)

SUBJECT: Design Committee Manual of Rules and Procedures –
Section 3.18 2f recommended language revision.

ACTION REQUESTED- I, Director _____ move to approve the recommendations from the SROA Design Committee, submitted on Friday, September 15, 2023 and attached hereto, to replace Section 3.18 2f of the Design Manual of Rules and Procedures, as it pertains to wildlife damage mitigation for trees on private property.

BACKGROUND:

All background and details included with the recommended language is in Section J of the SROA Board of Directors binders. A detailed synopsis of the proposed language revision was presented to the SROA Board of Directors in person on September 15, 2023, by the SROA Design Committee Chairperson and SROA's Assistant General Manager.

ATTACHMENTS: Section J

SUBMITTED BY:

Name

Keith Kessar

Position

SROA Assistant General Manager

From: Keith Kessarlis
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 Kessarlis
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.

Board Book Section

“F”

**Other Business
(None as of 10/16/23)**

Board Book Section

“G”

Executive Session

(There will be the need for an Executive Session on Friday regarding a personnel matter and for legal training from SROA legal counsel.)

Board Book Section

“H”

Meeting Debrief

SECTION "I"

Please distribute this comment to all SROA Board of Directors and include in the "Owner Comments" for the October 20th and 21st meetings.

Dear SROA Board members,

As owner(s) of a Sunriver home at 15 Modoc Lane, we value the native plants that owners have in their landscapes. We feel the Design Committee has proposed unreasonable restrictions on protecting these environmentally beneficial landscapes because:

- Numerous rules are unclear and, in some cases, unworkable;
- The rules do not allow any protection of native shrubs and wildflowers;
which are every bit as important as native trees;
- For no apparent reason, various standard types of fencing are prohibited; and
- Limiting protection from deer browsing to just **five** trees is too extreme.

We urge you to appoint an *ad hoc* committee of Sunriver homeowners, including owners who want the freedom to plant and protect native plants *on their own properties*, to develop a simpler, more balanced alternative along the lines of the "Sunriver Owners' Draft Plant Protections" posted at: SunriverNeighbors.org

Thank you for your consideration.

Frank Horwitz

206-395-6611

October 14, 2023

Via Email & First Class Mail

Board of Directors
Sunriver Owners Association
P.O. Box 3278
Sunriver, Oregon 97707

Email: SROA Board President Gerhard Beenen <beenen@srowners.org>
SROA General Manager <jamesl@srowners.org>
SROA Board of Directors <infosroa@srowners.org>

Re: Proposed New Design Manual Prohibition of Native Plant Protections

Please include this letter in the agendas for the SROA Board of Directors work session on October 20th and meeting on October 21st.

Dear Directors:

As you know, my wife, Janice Gotchall, and I own #7 and #8 McKenzie Lane. We are concerned that the attached proposal (Exhibit A) for a new, more sweeping prohibition against Sunriver owners using *any* protection for *any* plants, other than very limited protection for trees, could cause the loss of extensive native plants that owners have planted, in our case, under a landscape plan approved by the Sunriver Design Committee.

Previously, I have provided the Board with a detailed review and analysis revealing significant deficiencies and potential unintended consequences of this proposal. I have attached a visual "crib sheet" (Exhibit B) that identifies the numerous problems with the proposal.

The purpose of this letter is to provide a deeper analysis demonstrating that the operative term "Physical Protection Barriers" has the identical, extremely broad scope as the term "Protections" (i.e., *all* protections) would have. (See Exhibit C.) In view of that analysis, I conclude that the following proposed prohibitions:

"1. No physical protection barriers allowed for perennials, grasses, ground cover, shrubs, or other vegetation not listed below."

Would create the *identical* prohibitions as the following, equivalent rule:

"1. No protection is allowed for any vegetation not listed below."

More completely, within the context of the other elements of the proposed rules, the proposed prohibitions could be clearly and equivalently stated in the first rule as:

"No protection of vegetation from wildlife is allowed other than as described below."

Consequently, the proposed rule would prohibit not only the use of fencing, but also repellent sprays, motion-activated sprinklers, and even the use of dense shrubbery as a surrounding, protective barrier to deer and other animals. Also note that local insects are technically among "wildlife," and thus protection against insect damage would also be prohibited.

SROA Board of Directors

October 14, 2023

Page 2

In short, when the words used in the text of a rule are not otherwise defined, their relevant definitions in an authority such as *Merriam-Webster's Unabridged Dictionary*, on which I rely in my analysis, would apply should there be any need for a court to interpret the term "physical protection barriers."

That being the case, if the Board were to adopt the Design Committee proposal as written, *the SROA would be required to enforce it in its full scope*. While the Board and Design Committee are granted broad discretion in which HOA rules are adopted, such rules must be followed fully and equitably. Neither the Design Committee nor the Board could lawfully pick and choose which means of protection were allowed and which were prohibited. That type of delineation must be in the rules, not left to arbitrary, on-the-fly application by the Design Committee or Board.

I have also provided the Board with a detailed analysis of other elements in the proposed rules which may be problematic from a legal perspective. I have also had extensive conversations with my attorney who, based on his knowledge and experience with the legal interpretation of statutes and local regulations, including HOAs, concurs with my analysis and conclusion. Thus, I believe it would be in the SROA's interests to give careful consideration to the issues I have identified before taking any action regarding the Design Committee's proposed amendments.

Accordingly, I request that the Board take no action on the tabled motion to adopt the Design Committee's proposed rules at its meetings on October 20-21, 2023. Instead, I encourage the Board to engage broader participation of Sunriver owners, including those who have urged the Board to allow more reasonable use of fencing to protect the native plants on their own properties. I also recommend that the Board extend the period during which enforcement of Section 3.18.a.2.f is deferred.

As we have in the past, Janice and I maintain our willingness to work with other Sunriver owners and SROA staff to help craft a simpler, clearer, more appropriate set of rules governing the use of fencing materials to protect native plants. I invite Board members to review a draft proposal I've developed with the help of other Sunriver owners, which is posted at: <https://sunriverneighbors.org/draft>.

Given the circumstances, I would appreciate a prompt response. Thank you for your consideration.

Sincerely,



Paul Conte, Sunriver owner
7 & 8 McKenzie Lane

EXHIBIT A. DESIGN COMMITTEE PROPOSAL FOR PLANT PROTECTION PROHIBITIONS

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.

"Crib Sheet" Identifying Flaws in the Design Committee's Proposed Plant Protection Rules (Ver. 1.0)

<p>"Physical protection barrier" has exactly the same scope as "Protections." This rule would also prohibit motion-sensing sprinklers, repellent sprays, etc.</p>	<p>Tree Protection – Deer Browsing:</p> <ol style="list-style-type: none"> 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. <p>Tree Protection – Other Wildlife:</p> <ol style="list-style-type: none"> 1.) No physical protection barriers allowed for perennials, grasses, ground cover, shrubs, or other vegetation not listed below. (See comment on #1, above) 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. (See comment on #3, above) 4.) The welded wire physical tree protection pattern shall be either 2"x 3" or 2"x 4" openings only. (See comment on #4) 5.) Each welded wire physical tree protection barrier shall not exceed 3' in height. 6.) No electrified physical tree protection barriers allowed. (See comment on #12, above) 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 2meline), as of October 1, 2023, must be removed within 90 days. (See above comment on #11, above) 	<p>Trees are the <i>only</i> type of "vegetation" allowed. Shrubs and flowers cannot have <i>any</i> protection.</p>
<p>"Trees" are the <i>only</i> "vegetation" type allowed protection. Shrubs and flowers cannot have <i>any</i> protection. In addition, there are no clear criteria for what is a "tree" versus "shrub." Chokecherry, Serviceberry, etc. can have either growth form. There is no reason to prohibit enclosures to protect shrubs and flowers.</p>		<p>"Liquids," "sprays," and "motion sensor sprinklers" are all "physical" items that create "barriers" to deer browsing. Consequently, they would <i>not be allowed</i> by this rule.</p> <ul style="list-style-type: none"> • Irregular shaped fencing surrounding a tree won't have well-defined "diameters." • A five-foot high fence, only two feet from the trunk is <i>not</i> adequate to protect tree foliage from deer.
<p>Dark green is the most common color in this type of fencing and is the least visible. Green is allowed on fence posts, which are the most visible part of enclosures.</p>		<p>This is unnecessarily restrictive. Should simply be: "Minimum of 6 square inches."</p> <p>See comment on #3, above.</p>
<p>A five-foot high fence, only two feet from the trunk is <i>not</i> adequate to protect tree foliage from deer.</p>		<p>This is unnecessarily restrictive. Four feet is more than adequate to allow a deer to pass through. There is no data on how many existing trees would be so close that one of them couldn't be protected.</p>
<p>This is unnecessarily restrictive. For all practical purposes, this is unenforceable, serves no purpose, and is unrelated to the type of tree or its maturity. Owners can simply move or replace the enclosure to restart the clock. Should be removed entirely.</p>		<p>This is unnecessarily restrictive and has no bearing on lot size or type and location of the protected trees.</p> <p>This discretionary standard <i>has no criteria</i> for approving or rejectin gan owner's application to protect more than five trees. <i>It is fraught with legal risk because any owner who is denied could potentially file a claim against the SROA for "unequal" treatment.</i> All discretionary standards <i>require</i> some criteria for decision making in order to avoid legal exposures.</p>
<p>This is unnecessary. The prior rules already prohibit this form of protection, and no owner would go to the trouble and expense of installing a power supply and electric fences.</p>		<p>For all practical purposes, this is unenforceable, serves no purpose, and unfairly penalizes owners who have existing protections in place that conform to the proposed rules. Should be removed entirely.</p>
<ul style="list-style-type: none"> • Scores of mature Aspen in Sunriver have galvanized wire-mesh fencing (aka "chicken wire") wrapped around the base of trunks to prevent beaver damage. This is far less visible than 14-gauge, welded wire fencing of a foot or more in diameter would be. • Many existing, mature Aspen have <i>clusters</i> of trunks. It would be impossible and look terrible to place the required fencing four inches outside every single trunk in a cluster. 		<p>This is far too low to protect against male deer rubbing tree trunks to remove the velvet off of their antlers.</p>

EXHIBIT C. Interpretation of the term “physical protection barriers” in the two subsections of the rules proposed by the SROA Design Committee.

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.

Tree Protection - Other Wildlife:

- 1.) No physical protection barriers allowed for perennials, grasses, ground cover, shrubs, or other vegetation not listed below.
1. Both subsections use the term – “physical protection barriers” – in identical sentences.
2. In both cases, the sentences refer to “vegetation listed below,” which is limited to “trees.”
3. Thus, the context establishes that the term has a single interpretation, applicable to both uses.
4. The *object* of the “protection” is vegetation, distinguished as “trees” and “other than trees.”
5. Similarly, “barriers” are the *means* of protecting vegetation.
6. The term “physical” is superfluous, and the term “physical protection barriers” is exactly equivalent to “protection barriers” in this context because there is nothing that would provide “protection barriers” for vegetation that is not physical. Similarly, all “barriers” that function to protect plants are physical.

From *Merriam-Webster's Unabridged Dictionary*:

Physical

2a : of or belonging to all created existences in nature : relating to or in accordance with the laws of nature

B : of or relating to natural or **material** things as opposed to things mental, moral, spiritual, or imaginary : **MATERIAL**

Barrier

2 : a **material** object or set of objects that separates [or] keeps apart ...

Material

1 : of, relating to, or consisting of matter : **PHYSICAL**

Synonym Discussion [PHYSICAL](#), [CORPOREAL](#), [PHENOMENAL](#), [SENSIBLE](#), [OBJECTIVE](#):

[MATERIAL](#) describes whatever is **formed of tangible matter** and may be used in opposition to *spiritual, ideal, intangible*; ...

[PHYSICAL](#) applies especially to things perceived by the senses, things susceptible of treatment in one way or another by the science of physics; it is opposed to *imaginary, psychical, mental, or spiritual* ...

Note: Contrary to the second sentence in subsection (1) under "Tree Protection - Deer Browsing," all of the suggested items, i.e., "liquids," "sprays," and "sprinkler," are physical, although they may or may not always function as "barriers" to keep wildlife apart from vegetation.

7. The term "barriers" is superfluous, and the term "protection barriers" is equivalent to "protections" (or equivalently, "protection of") because there is nothing that would provide "protection" of vegetation from wildlife (i.e., "shield from harm") that would not function as a "barrier" to "keep apart" "deer" and/or "other wildlife" from vegetation.

From *Merriam-Webster's Unabridged Dictionary*:

Protection

2: the act of protecting : the state or fact of being protected : **shelter from danger or harm**

3a: one that protects

Protect

1: to cover or **shield from** that which would injure, destroy, or detrimentally affect : secure or preserve usually against attack, disintegration, encroachment, or **harm**

And, from the *FindLaw Legal Dictionary* – **shield from injury or harm**

<https://dictionary.findlaw.com/definition/protect.html>

Barrier

2 : a material object or set of objects that separates [or] **keeps apart** ...

Consequently, "physical protection barriers" in this context includes the same set of objects as "protection(s)," and the common rule can be rewritten to apply to both the "deer" and "other wildlife" sections:

"No protection of vegetation from wildlife is allowed other than as described below."