

SUNRIVER OWNERS ASSOCIATION
Board of Directors Work Session
June 14, 2024 @ 9:00 A.M.
SROA BOARD ROOM, 57455 ABBOT DRIVE &
VIA YOU TUBE LIVE STREAM
AGENDA

- 9:00 A.M. Owners Forum
- Zach Bass, Redmond Airport Director – Update on Operations
- 2023 Audit Report – Controller Healy & Heather McMeekin, Price-Fronk (Section “C”)
- Informal Recycle Surveys – Process Description – Directors Murray & Pederson
(Section “H”)
- Admissions Model Workgroup Update – Assistant GM Kessararis (Section 3 behind GM report)
- OFLA – Employee Policy Change for State Compliance – HR Director Kellie Allen
(Section “D”)
- Board Officer and Liaison Appointments – Vice President Burke (Oral)
- Open Board Position (Scott Gillies) Replacement Discussion – President Beenen (Oral)
- Strategic Plan Update – Assistant GM Kessararis (Oral)
- Discussion about the Creation of a Taskforce to Report on the Financial, Legal, &
Practical Differences Between a Planned Community and a City (Oral)
- Review 6/15/24 Board Meeting Agenda
- Other Business
- Reminder of Dog Park Grand Opening on June 15th @ Noon
- Executive Session – Yes, to discuss a contractual matter, a personnel matter & threatened litigation.
(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
June 15, 2024 @ 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 June 14th Board Work Session
1. 9:30 Review and Approval of Board Meeting Minutes from May 17 & 18, 2024
2. 9:35 Financial Report: May 2024 – Board Action Request: Approve Unaudited March Financials
3. 9:50 General Manager Report
4. 10:05 Committee Reports
5. 10:00 Sunriver Service District Reports
- A. 10:05 Committee/Taskforce Membership Actions
- B. 10:10 Committee/Taskforce Action Requests: None this month
- C. 10:15 Board Action Request: Accept 2023 Audit Results
- D. 10:20 Board Action Request: SROA Employee Handbook Changes to meet State Requirements
- E. 10:25 Board Action Request: Election of Board Officer Appointments for 2024/25
- F. 10:30 Other Business
- G. 10:35 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

Adjourn

DOG PARK GRAND OPENING/RIBBON CUTTING – Noon – 2:00 P.M.

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

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(1)

Approval of Minutes from:

May 17th Board Work Session

May 18th Board Meeting

(2 Board Motions Required)

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
SROA BOARD ROOM
MAY 17, 2024**

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

DIRECTORS PRESENT VIA ZOOM: Julianna Hayes & Mark Murray

STAFF: James Lewis, Keith Kessarlis, Susan Berger, Patti Gentiluomo, Jacki Bue, Kellie Allen, Mark Smith, Gary Siefert, & Jesus Mendoza

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

OWNERS IN ATTENDANCE: 8

OWNERS FORUM

Lori Menalia, 7 Aquila Lodge Condo, submitted written and oral comments regarding recycling in Sunriver and provided her basis for and request that the existing recycling depot be removed. Ms. Menalia cited the availability of side-yard recycling for the past year and the increasing use of such. She also noted the unsightly nature of the recycling depot to residents in the immediate area and provided a list of possible solutions to provide for recycling while also removing the depot from its current location.

GM Lewis summarized one letter from owner Jeff Callison, 4 Pine Mt Lane, who wrote to the Board regarding the recent changes to the golf membership structure and green fees/rates implemented by Sunriver Resort to the two Sunriver golf courses. Mr. Callison asked the Board to address his questions and provide such information to owners. Mr. Callison also referenced the fact that Resort guests have access to other amenities in Sunriver and he suggested reciprocity regarding golf access to Sunriver owners.

Vice President Burke reported he received a letter from Paul Haggard, 23 Maury Mtn Lane, who also spoke in opposition to the recent changes to the golf pricing/membership requirements and wonders if there is not something SROA can do to negotiate a compromise with the Resort on behalf of the homeowners.

MAGISTRATES ANNUAL REPORT – 2023

SROA Magistrate Jo Zucker was in attendance to provide a report on the magistrate's activities in 2023.

Ms. Zucker reported there was a total of 91 Design rule violations, fifteen of which were attributed to a single property for failing to remove a prohibited animal feeder and failure to obtain Design Committee approval for deck fascia. This remains an on-going issue. Another property remained out of compliance because the project exceeded the two-year permit limit, and they received nine violations.

There were only ten paint survey violations in 2023. Eight other violations were attributable to a single property because the building project exceeded the two-year permit limit. Additionally, there are a couple of owners who appear to have chosen to pay the monthly fine assessed on their property rather than bring it into compliance. Unfortunately, these citations were issued prior to the rule that allows for graduated fines.

The Magistrate heard 149 violations of Sunriver Rules and Regulations, 104 of which were violations of ladder fuel rules. Several owners received up to three, fine-escalated citations, one property received four citations, and one is currently on their seventh citation and another on their ninth.

There were 14 noxious weed violations for which the Magistrate assessed a total of \$2,200. The Magistrate assessed fines to five owners who cut trees on SROA property (3 different owners) totaling \$16,000 and assessed a total of \$2,750 for an owner who had trees cut on private property.

The Sunriver Police Department issued 14 parking citations and one for jumping off Cardinal Landing Bridge and one for disturbing the peace for a total of 16 citations by the Sunriver Police.

A total of \$68,520 was assessed in 2023. SROA collected \$16,615 and the remaining \$41,160 was sent to accounting to be collected. Of that amount, the SROA Accounting Department has collected \$16,151 and \$24,645 remains unpaid. Of the unpaid balance of \$2,050 was attributable to numerous owners and \$22,595 was attributable to four Sunriver owners, one of whom just recently brought their property into compliance.

Three special hearings were held in 2023 and the Magistrate has already had two special hearings in 2024.

Ms. Zucker also reported she and Community Development Director Jacki Bue met recently to discuss and work on proposed changes to the current citation form that will be brought to the Board for consideration in the next month or two.

Treasurer Pederson added that Controller Healy reported in yesterday's Finance Committee meeting that there were two owners with outstanding fines who have recently set up monthly payment plans that have to be paid in full by the end of 2024.

GM Lewis thanked Ms. Zucker for her efforts on behalf of SROA. He understands it can be a thankless job especially when people may get overly passionate about what has caused them to receive a fine. They do not like enforcement of the rules, and they do like enforcement of the rules depending on their mindset at that particular moment in time. GM Lewis pointed out that these are the actual citations that end up coming in front of the magistrate. SROA staff works with owners to achieve compliance, which is what SROA is seeking. All of these citations and fines and the work to get in front of the magistrate equates to a lot of additional work for SROA staff on top of their regular duties and responsibilities.

Ms. Zucker responded that she attempts to echo that ethos in trying to help owners understand that SROA just wants them to comply with the rules and regulations they agreed to when they became a part of the community. Ms. Zucker also noted she regularly will set a hearing over to allow an

owner additional time to complete a project or task while also pointing out to them that by the time things get to her, SROA has tried diligently to obtain compliance in the matter. Ms. Zucker regularly points out to owners that she is not trying to be punitive and in fact can serve as that liaison figure between the owner and SROA.

Director Mobley noted his appreciation to Ms. Zucker for her efforts. The magistrate's role is an extremely important function of Sunriver and without the tone that Ms. Zucker sets and maintains in the administration of justice Sunriver would be a lot less than it is.

President Beenen asked the Natural Resources (NR) Director Patti Gentiluomo if her department is seeing an increase in compliance or in the number of violations issued. Ms. Gentiluomo noted the NR department is in the middle of their assessments for non-compliance for Ladder Fuels Reduction (LFR) and 30-day notices will go out on June 1st. So far things are similar to past years and her department is simply seeking compliance which in turn creates a safer community. Additionally, there is a cost associated with staff having to visit a particular property multiple times.

The NR Department is doing additional outreach via reminder postcard mailings to owners trying to really encourage and empower owners to do the work prior to the deadline. GM Lewis added that it is important to note that before the NR department gets to the 30-day deadline notice, the property owner has been notified at least one year in advance in the form of a courtesy letter. Some properties may receive two courtesy letters. Once a property becomes non-compliant, the owner receives the first notice in March, followed by postcard reminders in both April and May. The non-compliant letter then goes out on the 1st of June. That letter notifies the owner that their 30-day notice is coming up and that the required work is to be completed by July 1st.

In answer to President Beenen's question about design rule violations, Community Development Director Jacki Bue responded that her department is currently doing the follow-up to last year's paint survey. Approximately 60% of those have not been painted and some have been given an extra year so they can plan the painting around the rental schedule for their property. Ms. Bue added that they have found that when they notify owners in the spring, a lot of the owners who rent their property already had numerous bookings. As such, the Community Development Department will now notify owners of the need to repaint their home/condominium in the fall so they can plan the painting along with or before they start accepting reservations for the following year.

Ms. Bue echoed Ms. Zucker's comments regarding some properties that were cited prior to the graduated fine schedule who just pay the monthly fine and do not complete the work. GM Lewis added that staff are extremely judicious in working with owners who have extenuating circumstances and cannot complete the work within the scheduled time limit and that the process is set up for compliance and not to be punitive.

Ms. Zucker added that in hearings she frequently relies on the scrupulous records the NR staff keeps to ascertain the number of times the NR department reaches out to owners, especially when an owners claims they never received any notice. This record is incredibly helpful to the magistrate in the course of her work.

The Board had a couple of questions for the Magistrate, thanked her for her work on behalf of the Association and for attending today's meeting.

LICENSE PLATE READER PROGRAM

SR Police Chief Stephen Lopez and Police Captain Tory Kornblum were in attendance to introduce a presentation by Flock Safety, the company the Police Department (PD) has contracted with to provide license plate reader cameras at both entrance/exits to Sunriver.

Chief Lopez noted this outreach opportunity today will explain exactly what the product is and how it will operate. The department will be doing more community outreach in the coming weeks/months to better familiarize the community with the system and to convey why the PD is going this route and how it will benefit the community.

Chief Lopez introduced Captain Kornblum who commented that Chief Lopez was kind enough to ask her to spearhead the license plate reader project that they are planning to implement mid-year. The plan is to install a minimal level of cameras at both the main entrance and exit to Sunriver as well as the Cottonwood entrance/exit. While Captain Kornblum deferred to the representative from Flock Safety, she noted that the addition of these cameras will allow the PD to immediately identify when a wanted vehicle is entering the community. It can be used to assist in missing persons cases as well as for an investigative tool when the occasional criminal issue arises. With that, Captain Kornblum turned things over to Ulises Cabrera from Flock Safety who was in attendance via Zoom.

Mr. Cabrera, who is a Community Engagement Manager with Flock Safety commented that his company works hand in hand with communities and law enforcement to reduce crime. Mr. Cabrera noted that law enforcement agencies are reporting more challenges than ever before in hiring and maintaining staff levels. Motor vehicle thefts were up 29% from 2022 to 2023 while violent crimes are down 8.8% since 2019.

The current reality is that there are limited police resources and higher stakes. It is becoming more and more difficult to solve and complete investigations. That is where Flock Safety can assist as a force multiplier through the technology, they have available to them. Through these efforts, first responders as well as the community at large are better protected.

The two devices that will be used in Sunriver are the Falcon license plate reader camera and the Condor which is the video camera. The Falcon camera takes a still image of the license plate but can also identify the make, model, and color of a vehicle. These cameras are infrastructure free and operate via solar panel power although they can also be hardwired. They can be installed on poles provided by Flock or on existing infrastructure.

There is no maintenance required by the police department as that is all managed by Flock. Coverage is provided 24/7 capturing objective vehicle data around the clock and providing the PD with real-time alerts. The real-time alerts can be received via short message service (SMS), email and in-app alerts such as the FBI's National Crime Information Center (NCIC). It also provides officers with any Amber or Silver Alerts and custom hot lists can be created.

The technology is ethically built and does not look for people, there is no facial recognition, there is no speed tracking, and it is all indiscriminate objective evidence of the vehicle including the license plate number and the make and model of the vehicle. Officers will receive alerts within about 20-30 seconds allowing them to respond that much faster and more efficiently.

The vehicle fingerprint technology allows officers to search vehicles based on unique vehicle criteria, time, and location for investigative evidence. The program can identify the vehicle make, body type, color, and back or top racks. In regard to the license plate, it provides state recognition as well as the current tags on the vehicle. If a vehicle does not have a license plate, the program will still search for the make, model, color, etc. of the vehicle.

As was previously mentioned, this system will identify a license plate and gather objective evidence and facts about vehicles, not people. There is no facial recognition, or collection of biometric or sensitive information, it does not track speed or parking violations and the data automatically deletes every thirty days sans any footage that was preserved if it may be linked to an investigation. Additionally, the cameras can also serve as deterrents to bad actors.

The systems also provide a transparency portal that is customizable for each agency and can measure crime patterns and do an audit search history that is set up with strict parameters.

Chief Lopez discussed the locations for both of the cameras noting that the one at the main or waterfall circle will actually need to be placed on Deschutes County property and the police department has been working with the Deschutes County Sheriff's Department and the Chris Doty at the Deschutes County Road Department regarding the placement of those poles.

Ideally, the police department would like the cameras to be up by July 1st, but it may be a little later than that date.

Director Burke inquired about how notification to owners will occur. Chief Lopez responded they plan to hold some type of community forum as well an article in the Scene. The Chief fully expects that the system will be a benefit for Sunriver and will pay dividends moving forward.

The Board thanked Mr. Cabrera, Chief Lopez, and Captain Kornblum for being in attendance today and sharing this informative and important information.

TREE CITY USA – 44TH YEAR

Natural Resources Director Patti Gentiluomo was in attendance to announce that for the 44th year in a row SROA has received the Tree City USA designation.

Tree City USA is a program of the Arbor Day Foundation and is sponsored by the Oregon Department of Forestry. Sunriver has been awarded this designation which reflects the SROA's strong commitment to natural resources and forest management.

Healthy forests have been shown to reduce wildfire risk and energy consumption, benefit wildlife, cool our air temperatures, clean our drinking water, and air, and enhance communities.

Of the seventy communities in Oregon that have the Tree City USA designation, Sunriver is the only unincorporated community due to its early involvement going back to 1980.

Sunriver continues to meet the necessary criteria which includes spending a minimum dollar amount per capita on community forest activities, having ordinances and/or governing documents like the Ladder Fuels Reduction (LFR) plan, a forest care and management plan and the proclamation of a yearly Arbor Day or Week event. This year's Arbor Week ran from April 19th to April 26th with ponderosa seedlings being available at various locations in Sunriver for owners to pick up for planting.

The final criteria are to maintain a tree board or department which is our Natural Resources Department and the SROA Board that acts as the tree board. This award is to honor the SROA Board of Directors for their dedication to urban forestry and congratulations on 44 years of protecting and maintaining Sunriver's forests.

RECYCLE DEPOT – INFORMATION GATHERING PROCESS - DISCUSSION

GM Lewis reminded the Board that at their April meeting the Board discussed the next steps in determining the fate of the recycle depot. Since that meeting GM Lewis has followed up with Cascade Disposal and he along with Assistant GM Kessariss and Public Works Director Mark Smith met with Erwin Swetnam, the District Manager for Cascade Disposal.

GM Lewis also noted that Treasurer Pederson has put together a recap of the activity at the depot from 2022-2024. Side-yard recycling services started in February of 2023 and based on the most recent information provided by Cascade Disposal, there is starting to be a trend in the significant reduction in the amount of material that is being brought to the site. GM Lewis and others have also met with some of the local property managers who have not been participating in the program due to the transient nature of rentals and the complexities surrounding how to facilitate recycling for those properties.

The information that Treasurer Pederson provided shows a significant drop in the tonnage of recyclables picked up in at the recycle depot in Sunriver when comparing 2022 to 2023 and the first four months of 2024. The results clearly illustrate that a lot of owners are using the side-yard recycling option. GM Lewis commented that the Board, at their April meeting discussed holding additional surveys at the depot to gather more information and determine how many of the current users of the depot are Sunriver owners and how many are coming from Caldera, Crosswater, etc.

GM Lewis noted the Board heard some of this today during the owners forum, and if upon doing additional surveys at the depot it turns out that most the people utilizing the depot live outside of Sunriver then SROA should not be providing that service. GM Lewis noted he believes the board members who participated in this information gathering exercise that was done around the Christmas holidays indicated they would participate again.

Treasurer Pederson referenced the page he handed out. He took all the information provided by the hauler and put it all on to one sheet together. In 2023, the total tonnage of recyclables hauled from the depot were down 35.2% from 2022 and total number of hauls required to remove all those materials was down by 31.6% from 2022 which should have been pleasing to those owners who live close to the depot. Additionally, when one looks at the 2024 numbers, there a further decrease of 13.8% in total tons and a further 16.9% decrease in total hauls since 2023.

In reference to side-yard recycling, Treasurer Pederson reminded the Board that the side-yard recycling went into effect in January of 2023, owners were in the process of getting the required container for the recyclables, so the first couple months of 2023 are a bit lower than the rest of the year.

Treasurer Pederson also noted that when comparing the first quarter of 2023 to the first quarter of 2024, there was a 129.4% increase in the total tonnage of side-yard recyclables from 31.36% in 2023 to 71.95% in 2024.

From 2022 to 2023, there was a total of 486.51 tons of recyclables removed from the recycle depot. In 2023, there was a total of 315.31 tons of recyclables removed from the depot and another 211.52 tons collected from the side-yard recycling for a total of 526.83 tons, an increase of 8.3% in overall recycling. GM Lewis noted that some owners might be recycling more now that the side-yard option is available just due to sheer convenience.

Treasurer Pederson added that neither Caldera nor Crosswater have recycling facilities although there was some talk by the hauler previously indicating they were considering adding recycling to some routes outside of Sunriver. This was some time ago, but his understanding is that those people will be able to choose whether or not they want to opt in where in Sunriver, the Deschutes County Commissioners voted to require Sunriver owners to pay for the service whether they use it or not.

Assistant GM Kessarlis referenced some statistics from the recently completed comprehensive owner survey in which over 2,000 owners participated noting that 70% of respondents said they still use the recycle depot however out of that, 58% said they use it primarily for cardboard recycling, 49% use it for mixed recyclables, and 46% use it for recycling glass. Approximately 15% or 620 dwellings do not subscribe to garbage service at all, so they do not have access to the side-yard program. In answer to one of the survey questions inquiring what owners will do with their recyclables if the depot goes away, 30% said they would just throw it in the trash instead of recycling. That said, overall owners indicated they are happy with the garbage/recycle service they are receiving.

President Beenen commented that the question at hand comes back to do we continue with the recycling depot or not. As GM Lewis mentioned, the suggestion was made at a previous board meeting to conduct additional informal surveys of people actually coming to recycle, like was done over the Christmas holiday, to determine if they are owners, guests, or someone who lives outside of Sunriver. GM Lewis added that collection of this additional data will illustrate if there are a significant number of folks utilizing the depot who are coming from outside of the community.

GM Lewis commented there are also questions that could be posed to the County and Cascade Disposal and/or Republic Services as to why they are not providing recycling service to the neighborhoods outside of Sunriver.

Public Works (PW) Director Mark Smith added there is currently a fence project and some safety concerns over at that location with the heavy equipment that is brought in to change out the bins, mixed with the SROA equipment coming in and out of that location, further mixed with people darting in and out that creates a less than optimal situation. Additionally, Mr. Smith noted that as soon as PW gets a decision from the Board on whether the recycling depot stays or goes away or is altered, will affect the way they alter the traffic flow through that area. Mr. Smith is hopeful that the Board can decide by early fall so that PW will have the direction they need to complete the overall project.

President Beenen inquired about the significant number of properties who are unable accommodate the additional container required to use the side-yard recycling option. GM Kessarlis responded that yes there are some homes that due to the configuration it would put them over the side-yard set back line or in some

cases, owners have the garbage enclosure built into their garage and they do not have room to expand. Assistant GM Kessarlis added that the Community Development Department and Design Committee have been very lenient on allowing owners time to expand and are not charging for that option. President Beenen added that this issue is something the Board needs to take into consideration.

The Board held further brief discussion on the hesitation of some of the property managers to have their properties participate in the side-yard recycling. It is no secret that when people are on vacation they are not necessarily paying as much attention to garbage/recycling as they would at home, which explains some of the hesitancy of the property managers. Director Burke added that recycling programs also differ from city to city and state to state so something that might be recyclable in California may not be here and vice versa. Assistant GM Kessarlis added that when he and GM Lewis recently met with Cascade Disposal, they were told that changes are coming to the state of Oregon in regard to what is and is not recyclable and some of that impact will be on those who are manufacturing the packaging. Cascade Disposal reps indicated they expect these changes during the next fiscal year. These changes should make it more universal in regard to what states recycle what. Director Pederson added that one of the state law changes for Oregon will be to make all Oregon communities have uniform recycling guidelines as far as what is allowable and what is not.

Directors Pederson and Murray along with homeowner Randy Schneider have agreed to be involved in doing additional surveys. Homeowner Ed Pitera has also volunteered to assist with these additional surveys and formulating questions. GM Lewis will set up a meeting between the aforementioned group to develop some questions and timelines so the surveys can be conducted over the next few months.

Lastly, GM Lewis reported that at the recent meeting he attended with Cascade Disposal representatives, they were informed that Cascade is raising their rates by \$11 per month starting July 1, 2024, which Cascade said is primarily tied to the increase in drivers, labor, and equipment required to provide the side-yard recycling in Sunriver.

ELECTION COMMITTEE CHARTER – PROPOSED REVISIONS

Election Committee Chair Patty Smith was in attendance to discuss any questions or concerns the Board may have to the proposed revisions to the Election Committee charter. The biggest change is that SROA will no longer accept more than one ballot in a signed blue envelope, a change from what has been accepted historically. Up until now, owners of more than one property have been allowed to put all of their ballots in one blue envelope but that will no longer be acceptable if the Board approves these changes.

After discussing the Board agreed they would like further changes to be made so that invalid votes are listed as uncounted votes. In response to a question from Director Pederson, GM Lewis noted that in the past we have generally only had auditors come and do a second count if there was a money measure in front of owners but we could absolutely have auditors at every election and in fact GM Lewis has asked the audit firm to provide him with a proposal/fee for the auditors to just do that every year but he has not received that information back yet.

Director Mobley thanked Mrs. Smith for her continuing service. In the public sector there are many people in elections who are giving up those positions and he is incredibly pleased that is not the case for SROA.

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

ADMISSIONS MODEL WORK GROUP UPDATE

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

As of April 30, 2024, a total of 4,091 Member Preference Program (MPP) cards have either been purchased or renewed. Of that total, 3,386 were renewals and 268 were new cards. The remainder are extended household, long-term renter, or commercial passes. This is 244 more MPP cards than the end of April of 2023. At the end of April, the MPP revenue totaled \$353,660 or 56% of the annual budget.

Regarding the 2024 Recreation Plus Program (RPP), as of April 30, 2024, there were 831 homes and/or condominiums signed up for the program. Last year at the same time there were 880 properties participating in the program. Mr. Kessarar also provided a breakdown of the RPP's by the number of bedrooms. RPP revenue is at \$2,333,802 or 88.7% of the 2024 budget. As has been discussed previously, one of the property management companies that had participated in the RPP in the past is going a different direction this year and chose not to renew a number of properties that had previously participated in the program. This should however mean that we will see more gate revenue as the property manager will reimburse the guest 50% of their entrance fee when they pay at the gate.

Gate revenue is currently sitting at \$33,555 or 5.78% of the budgeted \$580,357.

SHARC hosted a total of 7,736 attendees at the facility in the month of April compared to 6,653 in 2023. Of that number, 2,943 were owners, 3,480 were RPP pass holders, 67 were member guests, 302 were extended family, 341 were gate admissions, and 44 were Central Oregon Sunday users.

By the end of April 2024, staff have issued 31,340 paper guest passes and of those 1,441 have been redeemed at SHARC. There were 23,350 passes issued by the end of April 2023 of which 1,518 were redeemed at the SHARC. The main difference is that more individuals in the same home have purchased their MPP passes this year than last year. The number of passes issued in 2024 is the highest number we have had since 2016.

Mr. Kessarar noted that there was a definite uptick in the number of people playing pickleball in April. Owners must have an updated MPP card to gain access to the courts. Also, the Sunriver Music Festival will be holding a pickleball tournament fund raiser on the last weekend of May.

Mr. Kessarar reminded the Board that owners can renew or purchase their cards for 2024 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](http://sunriversharc.com/Programs/SROA%20Member%20Preference%20Program). The Member Services office is open seven days a week from 9:00 A.M.– 4:30 P.M.

The Café will open on the Friday of Memorial Day weekend and will be open seven days a week for the summer season.

Facility event space rentals are off by \$7,824 at the end of March. Year-to-date sales are approximately \$25,000. There is a large wedding scheduled on Saturday and three other major events in May. The overall budget, which includes AV rentals, linens, etc., is \$115,000 for the year. As of the end of April, there were 23 paid events on the books. There continues to be a lot of non-paid events for local groups on the books as well.

An Events Coordinator has been hired to help Events Manager Beth Herron. Two part-time events assistants started recently as well.

The Board thanked Assistant GM Kessarar for this update.

DOG PARK UPDATE

Assistant GM Kessarlis reported that most of the fencing is installed, and the contractor is now installing the gates. The water has not been hooked up as of now, but we expect that to happen soon. Trash and dog poop bag receptacles have been installed and a porta potty is in place for the summer. Signage has been received and will be installed this week.

A grand opening is scheduled for June 15th, and the Owner Enrichment Committee is helping to promote that. The idea is to schedule it so that if the Board members would like to attend after the board meeting that morning, they will be able to do so.

Staff is shooting to have a soft opening on Memorial Day weekend as long as everything is up and running. Public Works Director Mark Smith added he believes we can do the soft opening even if the water is not hooked up yet. Additionally, he noted that long-term the plan is to install a restroom similar to what is at Fort Rock Park, which is something that is included in the Infrastructure and Amenities Master Plan (IAMP).

NW NATURAL WATER CASE UPDATE

GM Lewis reminded the Board that NW Natural has submitted an application to the Public Utility Commission (PUC) proposing a rate increase of 24%. In past rate increase proposals SROA has participated as an intervenor. This is done in support of the Sunriver owners who have to pay any approved increase. As an intervenor, SROA is able to review that proposal to see if it is an agreeable ask and then take appropriate action which can include challenging it with the PUC.

Three years ago, when NW Natural proposed an increase just under 40%, through intervening, mediation, and a settlement agreement the request was cut in half to a 20% rate increase that was subsequently approved by the PUC. In that situation, we had two attorneys involved, one of whom, John Stevens, who specializes in these types of cases. GM Lewis reached out to Mr. Stevens who has been out of the country and GM Lewis just received a response from Mr. Stevens yesterday.

Our participation would essentially be broken into three pieces. Step one is that SROA can make a request to intervene which gives SROA a seat at the table and provides the ability to be privy to information NW Natural submitted to the PUC but also access to comments or concerns submitted to the PUC. Step two would be if SROA does not agree that the PUC is looking at some things correctly or SROA wants to challenge some of the information NW Natural submitted as the basis for their rate increase, SROA can hire their own consultant to review the information NW Natural has submitted and provide their analysis of the situation. That can then be submitted to the PUC for their consideration and NW Natural would have the ability to rebut that information.

The third part that SROA would be able to participate in is the public hearing process, provide comments and challenge the decision made by the PUC which is what SROA did three years ago and then entered into a mediation with NW Natural with the PUC as the mediator. SROA illustrated the reasons why they felt what NW Natural was asking for was not appropriate. The PUC provided their comments, NW Natural rebutted and ultimately a settlement agreement was reached, and the proposed increase was cut in half.

In terms of cost, the first step would require approximately five hours at \$500 per hour, the second step would take an additional ten to fifteen hours to create the needed information/arguments to submit to the PUC. Regardless of whether SROA is looking at the PUC data or creating our own data, SROA has the ability to enter into a mediation and settlement agreement. If SROA is relying on the PUC data and provides comments the PUC could adjust things and SROA may not need that mediation and settlement agreement as long as SROA is ok with the results, findings, and decision of the PUC.

GM Lewis' suggestion is that SROA needs that seat at the table, which would cost approximately \$2500 for Mr. Stevens to prepare and submit the intervener status materials. However, we will not know if we need to participate in the next step unless we do that first. GM Lewis noted that three years ago the proposed rate increase was a substantial 40% and the PUC ended up approving a 20% increase. In the present instance the ask is a 24% increase which is still substantial but the PUC through their own review many not agree with NW Natural basis for that much of an increase.

Director Pederson noted the water usage portion of his bill fluctuates from as low as \$8 a month in the winter up to \$130 a month in the summer when he is watering his lawn. GM Lewis in response to a question from President Beenen said the SROA spent \$110k on water last year. A 24% increase would push that to \$136,400. President Beenen responded that a \$2500 expense to intervene is insignificant or a small fraction of the increase so it would probably be the best option for SROA to intervene.

TRANSIENT ROOM TAX (TRT) UPDATE

President Beenen reported that he and GM Lewis have been discussing this issue and feel that it might be time to terminate the TRT taskforce as it has run its course. The taskforce members have done all they can at the Deschutes County level and the County has made a decision that they are not interested in sharing TRT dollars with Sunriver entities any time soon. The County has earmarked those dollars for things they want to use those monies for and at this time the County does not think it is in their best interest to share that room tax with Sunriver entities. The County is dealing with their own issues having had their courthouse remodel/addition project soar from \$24 million to \$40 million, due mainly to inflation.

President Beenen does not believe there is anything further the taskforce can do at this time so there is no reason to keep the taskforce in place. He will put together a final report and if SROA were to go forward with investigating incorporation, there would be a different task force put in place to assist.

Director Mobley added that he believes it is important to remember that the County has contributed TRT dollars towards the Fire Departments training facility and the new Public Safety building and there may be an opportunity in the future for more, although it is not likely to be what SROA would consider to be an equitable basis.

President Beenen added that his personal belief is that until the debt is paid back for the remodel/expansion of the County Courthouse, he does not think the County is going to steer any money Sunriver's way. GM Lewis added that the other way to possibly receive some of those dollars would be through a change in legislation that changes the way TRT dollars are collected and distributed. That is something SROA could participate in, but it is a very big endeavor.

President Beenen added that personally he would be in favor of putting together a taskforce to investigate the implications of incorporation, something that he understands is a controversial issue.

Director Burke encouraged any Board members who have not already done so to read the section of the book Sunriver, the First Twenty Years, on incorporation which is quite illuminating. Director Burke added he is not sure at that point in time, how accurate the summary is, and the action taken, and the different points of view both pro and con, or how much things have changed since then but he does remember it being very divisive in this community.

GM Lewis added that it is one thing to look at incorporation and consider how conditions have changed in 25 years since incorporation first came up. To create a report for informational purposes only, to be able to compare the data from then and now might be fine, but the Board must be incredibly careful and cautious that it not to be confused to say or imply that SROA or the Board are moving forward with incorporation. Having data allows you to make decisions and his participation would be merely to create the data.

Additionally, the data could very well come back to prove there is no reason to move forward with an incorporation effort.

President Beenen added that that would be the charter of the taskforce to determine what would the implications of incorporation be for Sunriver. Director Gillies added that he believes it must be structured that way as opposed to a general “should we incorporate” without specific parameters. Additionally, the taskforce would only be gathering data for comparison purposes and to perhaps to assist a necessary consultant. Director Pederson suggested that somehow including “information gathering only” should be included in the title of the taskforce.

Owner Patty Smith, 6 Lodgepole Lane inquired as to how that information would be gathered and GM Lewis responded that it would most likely need to be by a third-party consultant who specializes in municipal type governmental regulations that would put together a feasibility analysis addressing all the issues with the assistance of a taskforce who can educate a consultant about the particulars of Sunriver and represent the community and what their concerns might be with such a proposal. GM Lewis added the taskforce provides a system of checks and balances to the consultant. Questions that need to be answered that perhaps the consultant did not think of or things that are important to the community that we would want the consultant to explore. At the end of that, there will be a report that the taskforce will then review prior to making a recommendation to the Board about whether to go forward or not. Director Pederson added there is no way this would go forward without a lot of community involvement.

President Beenen commented that this is not an agenda item for this month, but it is something for the Board to think about between now and next months meeting.

TDS UPDATE

GM Lewis reported there is not much that has changed since last month. TDS is still installing main lines in some areas. As the main lines get installed down the individual lanes, they have a separate group that they contract with to install the drops between the main line and the house. They are sending out notification to the owner giving them the opportunity to opt out of the service. Between 600 and 700 drops have been installed thus far and approximately 55 owners have had the service activated in their house.

SROA Controller Joe Healy receives a weekly list of the properties that have been connected to the fiber service after which he sends a bill to the owner pursuant to the bulk agreement and then the charge the owner had been paying to TDS for internet service only goes away. If owners have other services through TDS, they will still receive a bill from TDS for those services.

GM Lewis added that is the update and will be the update next month, and the month after that with the only change being the number of homes that have been hooked up to the service. GM Lewis also noted he has requested updated maps of the different regions illustrating where the main line is complete, where drops have been completed, etc.

TDS HEADEND SUB-LEASE

GM Lewis explained that NW Natural owns the property where the headend equipment for TDS’s distributing communications throughout all of Sunriver are located. Back in 1989 when the property was still owned by Sunriver Resort, SROA entered into a lease agreement of that property from Sunriver Resort, now NW Natural, so that SROA could ensure on behalf of all of the owners that cable communications, telecommunications, and radio communications could be provided to all properties in Sunriver.

Through the master lease, SROA had the right to sub-lease to the actual provider who at the time was Chambers Cable, so this lease has been in place for many years. Back in 2012, SROA entered into an agreement with Bend Broadband, now TDS for cable communications throughout Sunriver. As an exhibit

to that agreement that SROA had with Bend Broadband/TDS there was a sub-lease. It is the same sub-lease that goes back to 1989 that they have the right to use that property for cable communications, etc.

Now that we have the bulk agreement in place, that 2012 agreement that we had with TDS went away and we are now operating under a new service agreement that has the bulk agreement as part of that. The sub-lease was not included as part of that new services agreement. We were operating outside of any overall services agreement subject to a five-year extension that was afforded to TDS for use of that area. We are two years into that at this point. Because that will expire in three years, SROA and TDS need to look at an amendment to the sub-lease, a stand-alone document that specifies what the site can and cannot be used for. In looking at this amendment to the sub-lease GM Lewis focused on trying to provide a term for the amendment to the sub-lease that is commensurate with the bulk agreement. There is an approximate eight-month difference of when this sub-lease would expire as to when the bulk agreement would expire. That is so if we go into negotiation with TDS on a new services agreement, we are also talking about and taking into consideration this sub-lease at the same time. At this point, GM Lewis is recommending we enter into this agreement which provides for a longer term, the same responsibilities, the same payment, and that if they ever stop providing service that sub-lease goes away. GM Lewis added that NW Natural is aware and fine with this proposed agreement.

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

ADJOURN TO EXECUTIVE SESSION

Director Gillies moved to recess the public meeting and reconvene in executive session under the authority given in the SROA Bylaws, Article IV, Section 11 to discuss contractual, personnel, and legal matters that may be subject to a claim of privilege. Seconded by Director De Alicante, the motion passed unanimously.

The public meeting recessed at 11:31 A.M.

The public meeting reconvened at 11:58 A.M.

SROA/SSD/DESCHUTES COUNTY MANAGEMENT AGREEMENT

Deschutes County Commissioner Tony De Bone and Sunriver Service District Managing Board Chair Jim Fister, SSD Director John Shoemaker and SSD Administrator Mindy Holliday were in attendance to discuss the proposed changes to the current management agreement that would eliminate any SROA Board representation on the SSD Managing Board, something the SSD Board has repeatedly indicated is being pushed for by Deschutes County.

Commissioner De Bone remarked there is nothing controversial about these proposed changes and the organizations do not need to separate their views on this. There has been concern expressed at the County level regarding potential conflicts of interest and different concepts in SROA Board members also serving on the SSD Managing Board. Mr. De Bone remarked that the Deschutes County recently approved the contribution of \$8 million to empower, and then the citizens voted to add to that to build this big, beautiful facility for the fire and police departments so according to Mr. De Bone, this is an update cycle.

Mr. De Bone went on to say that the SSD is empowered to be a public agency under the Board of Commissioners in partnership with the sheriff. Mr. De Bone added that prior to the formation of the SSD, the Deschutes County Sheriff's Office used to certify the Sunriver Public Safety officers.

GM Lewis remarked that when he met recently with Commissioner De Bone, Chair Fister, SSD Managing Board member John Shoemaker and SSD Administrator Mindy Holliday and County staff, he brought forward the comments that SROA has provided in the past on behalf of the SROA Board. The main

question was what the rationale is aside from some of the perceived potential conflict of interest issues that have been brought up and the matter of confidential privileged information which were some of the issues given by the district county legal counsel. The question for SROA was are there reasons beyond that?

The proposed changes are to go to a five-member voting SSD Managing Board and two ex-officio positions, one of which could either be a SROA Board member or someone the SROA Board designates, and the second ex-officio position would be a county representative. These would both be non-voting positions. GM Lewis reached out to Commissioner De Bone who agreed to attend today's meeting.

Commissioner De Bone remarked he is trying to make sure there is no undertow here as that is the key to this whole thing because Sunriver is just this magical thing, and there not that many folks associated with it as intimately as board members are and Mr. De Bone thanked the all the board members on both boards for their service.

Director Pederson remarked that the hard part for SROA is that the two entities have worked so well together very seamlessly and are there for the benefit of Sunriver owners. The SROA Board is the board that all owners have the opportunity to vote for. On the SSD Managing Board only property owners registered to vote in Deschutes County get vote on any issue that comes to a measure, so it is a small, 20-23% of owners who have the ability to vote, and no owners get to vote on who gets appointed to the SSD Managing Board.

Director Pederson added the SROA Board feels it is important to have that input into SSD issues as illustrated by our communication and ability to work together on so many issues that have come up, the most recent one being the use of drones by the police department and now it is license plate readers. Working together and sharing that information is important and the SROA Board is just miffed at being excluded from representation.

Director De Alicante added that probably the biggest example of this would be the cooperation and coordination regarding the new Public Safety building. Without the intimate cooperation between the SSD and SROA that would not have gone nearly as smoothly as it has. Director Pederson added that had the SROA Board not been involved, the ballot measure may not have gone as smoothly as it did as the SROA Board was in the loop and they helped educate owners about the need for the new facility.

Commissioner De Bone responded that sides could be taken but there is no reason for it which is why he is here today. In regard to conflict of interest, there have been issues at the County in the past, a captain in the Sheriff's office that went to prison for stealing money, deaths in the jail, etc., so there are some bad things that can and do happen and as a result you end up with some serious legal liability situations. The same thing could happen to the SSD and if it ended up being a situation where if there is an appointed person from the SROA Board, information gets shared, legal cases could be compromised, etc. and for a small town working together, that is the last thing the County wants to have happen. It opens up a liability the County does not want to have.

President Beenen commented that the legal liability from the County's perspective is understandable but what he keeps coming back to is does this benefit the Sunriver owners because that is who the SROA Board represents and what is the tradeoff. While the County carries the legal liability, the SROA and SSD Board's experience the negative impact to the Sunriver owners. While he acknowledges that it is not a balanced equation, what is happening in his opinion is this is simply making changes to the structure of the SSD Managing Board in support of a legal theory or hypothesis. In the case of Sunriver, the two Boards have worked together for over twenty years and there have been no problems.

SSD Managing Board Chair Fister commented that there was an instance back when former Police Chief Mills resigned, that information was passed from a Sunriver board member to the press. While it was shut down pretty quickly, it did end up being a legal issue for the County.

Commissioner De Bone confirmed that Sunriver is in Precinct 16.1 comprised of approximately 1400 registered voters. He noted he is one of three commissioners for Deschutes County that is part of this decision process, and he is just here to do the outreach, to communicate back and forth right now, and to make sure that we are not going way off from what SROA, and the SSD expect from each other.

Commissioner De Bone commented he does support a five member board for the Sunriver Service District Managing Board and he is also fine with the proposed non-voting ex-officio positions.

Chair Fister remarked that the ex-officio position is actually a pretty powerful opportunity as that person does not have to abide by the voting rules or any of the quorum rules that a regular voting board member would. The ex-officio position has the ability to serially or generally advocate either in or outside of a meeting and they can communicate that to owners. He believes it's actually got more power than a single vote but there's obviously tradeoffs. Chair Fister went on that from the SSD perspective, they represent the Sunriver owners and property, but they also represent the guests, visitors, workers, etc. and as such the SSD does have to act like a county entity because those are the rules and regulations that they need to abide by in terms of the Oregon Revised Statutes (ORS) that formed them.

Commissioner De Bone remarked that there is a business case of future appointments. A recommendation will come from the SSD Managing Board that says as a quorum of the board, have nominated this person to be on or to replace someone on the SSD Board. It is not an election as is done with some other special districts. This is done on a regular basis with road districts all throughout the county, three- and five-person road districts. The idea is to reduce the overhead of the election process as some of these are small districts with budgets under \$100k per year so it is not prudent to spend upwards of \$2k to put them on the ballot.

Commissioner De Bone added that there are relationships in Sunriver, and an owner can certainly do a term on the SROA Board and then do a term on the SSD Board, something multiple Sunriver owners have done. He feels the parties either try to land this thing or have more of a substantive discussion in front of the Deschutes County Board of Commissioners or meet individually with the Board of Commissioners.

Director Mobley commented that hopefully the proximity is going to help as it has in the past. While Director Mobley thinks the future looks good, what is unusual in his perspective, having been a city attorney several times, is that cities usually include police and fire, and they answer to the city council and this group is very much like a city council. Sunriver has many attributes of a city and instead of having that direct relationship between the police chief, fire chief and members of the council or in our case, members of this board, if a problem does develop in the short space between these two entities SROA will be coming to the County.

SSD Managing Board Director John Shoemaker commented that he does not believe the SROA Board will be losing anything. Speaking to a potential conflict between SROA and the SSD Board, Mr. Shoemaker noted that the members of the SSD Managing Board are Sunriver owners too and they have what's best for the owners of Sunriver in mind as they carry out their duties. As such he does not anticipate that conflict should arise. The reality is that the proximity we do have, we are all here together, but the SSD Managing Board has to act at the best interest of not only Deschutes County but of the citizens they are serving and so to even alleviate a sense of conflict will help overall.

Director Mobley commented that yes, Sunriver is a remarkable place and for the most part everyone gets along but the SROA Board starts each meeting with an owners forum and some of those have been exciting

over the years. The hope and the expectations are that we will get along and serve the owners equally well, but this is in his experience, an unusual arrangement whereby the County is in between the police and fire departments and the main governing body for the community.

Director Burke commented that one of the potential concerns he has and has had all along is the repeated hints that have been noted about the expansion of the jurisdiction of the service district. Mr. Burke is concerned about how that may reduce services to our constituents.

SSD Chair Fister responded that as the district looks for future revenue inside of the SSD, instead of trying to get another fifty cents to a dollar out of the Sunriver owners, they might look to see if they could offset that cost by scaling that out to other tax units that are nearby. There is currently nothing active in the works to do that although there have been a lot of discussions about it. To the point, if they can gain revenue and add staff, this wouldn't be gaining revenue to try and tread water, it would be gaining revenue to add staff while it would require adding territory, at the same time you would be adding more coverage to be able to do that. No matter where this district would expand, outside of a twenty-year plan down to State Rec Road or something like that, Sunriver would always be the biggest area and would be the primary property that the district would control.

Director Burke responded that comes on the heels of repeatedly hearing how hard it is to find, hire and then retain employees, especially police officers.

Chair Fister responded that it sounds like the Bend and Redmond Police Departments have been able to turn things around, but he did hear recently that the County Sheriff is assuming they are not going to hire everything this year. There is currently one open position in the police department and a lot of effort is going into filling that position. If there was going to be any expansion, there would need to be an understanding of how they would staff it. Additionally, any expansion would have to go to a vote of those who reside in any proposed expansion area. If the SSD were not able to guarantee that they would be able to cover the district from a staff perspective, any attempt at expansion would most likely fail.

Director Burke noted this illustrates that need for a voice at the table from an SROA perspective.

Director Shoemaker added that Sunriver Police already respond to Caldera, Spring River, and the Business Park, so if that were to happen the district would be gaining funding to support the police for something they are already doing. They would add personnel and in theory the coverage in Sunriver may even improve.

Director De Alicante addressed Commissioner De Bone and commented that there has been a long-term good working relationship between SROA and the SSD. He feels the members of the SROA Board felt like it was an unnecessary severing of that relationship by taking the two SROA Board members who participate as voting members of the SSD Managing Board off that board and reformatting it to this one ex-officio position and it feels as if the County is trying to fix something that is not broken.

SROA Treasurer Pederson commented that additionally it was sprung on the SROA Board without any consultation and legally that was not necessary, but it was not managed well. SSD Chair Fister responded that he disagreed with that as when the agreement was modified back in 2017, it was noted at that time that the two entities should become more independent, so he feels it has been signaled for a while and that it is in the best interest of Sunriver and the County and propriety and the rest for this to long-term happen. Chair Fister thought he had properly conveyed that to the SROA Board when he first spoke to them earlier this year, but he very specifically said that they were acknowledging at that point that it was time to continue to be more independent.

GM Lewis commented that the thing that keeps going through his head is when you have a relationship or process that has been in place for a long time and then you change it, it is the change itself that really becomes the point of discussion. He hears the two primary legal reasons, but he also hears the SROA Board saying we represent all the owners and as the SSD members have said they too represent all the owners but there are only 1,400 owners that really can vote on County issues that affect the SSD. So, you have a large percentage of owners who do not have the ability to influence what the SSD does unless they are on the Managing Board and the power of the owners is the ability to vote.

GM Lewis inquired if there has been any request for information from all of the owners that are not registered in Deschutes County as to what they might think about this proposed change that affects their ability to work with the SROA Board to work with the SSD?

SSD Chair Fister responded that he could say specifically while he personally has talked to owners, they have not done a requested forum or anything, but he can recall very specifically talking to an owner recently who was a firefighter and who told Mr. Fister when asked where he gets his information relative to the SSD, the owner responded he gets it from the SROA Board meetings and he was not aware the SSD even held meetings. Mr. Fister continued that owners can get the information and they have the ability to address the SSD Managing Board one way or another. It is a public meeting which follows all government public meeting laws to allow people to approach that, but the SSD Managing Board does not get a lot of feedback.

GM Lewis added that if you play out a scenario similar to what Director Burke was talking about, if the SROA Board does something that affects the community they are subject to backlash and/or not being elected or reelected, by all of the owners who vote in the yearly election. Let us say the SSD wanted to expand the district and you have 3,000-4,000 owners who do not want to do that, what ability do they have to effectively participate in the process, other than speaking during an owner's forum.

Commissioner De Bone responded that he wanted to back up a little bit and look at the big picture from what has taken place over the last few years. The SSD Managing Board came to the County regarding the new Public Safety building asking for a \$10 million contribution from the County. Mr. De Bone noted that was a big ask but he has a lot of love and aloha for Sunriver, and the lion's share of the transient room tax dollars are generated to the County from Sunriver. Ultimately, the County contributed \$8 million to the project, and he noted it felt good to invest that money back into Sunriver. To that end, he believes there is another way to look at the situation which is that the SSD is like an eagle leaving the nest, a mature and healthy organization going out on its own and he believes that positive point of view should be embraced.

President Beenen commented that SROA is certainly appreciative of the County's support for the public safety building which does benefit all of Sunriver and is why SROA chose to sell the fire station to the SSD for the cost of one dollar and came to an agreement on the land lease that neither party really liked but they came to an agreement on. Right now, things are working very well between the two entities. There is advocacy for a change and from SROA's perspective the change looks like it has the potential of harming that relationship and that is the thing the SROA Board is really concerned about.

SSD Director John Shoemaker added that it might be that it would have the potential to improve that relationship. President Beenen noted that although he cannot disagree with that, it is harder for him to see and he personally is concerned that the two organizations will separate from each other.

SSD Chair Fister in response to GM Lewis' scenario noted that back in 2002 there was an advisory vote of all Sunriver owners about whether or not Sunriver should form a special service district for the police and fire departments. That advisory vote failed resoundingly. When it was put to a vote of only the people who are registered voters in Deschutes County it passed.

Chair Fister continued that when the SSD went out to go for the bond for the new public safety building, he spent 20-25 hours sitting up at the North Store talking to both resident and non-resident owners trying to answer their questions to ensure they had a clear understanding of the project. Further, he feels you would be hard pressed to find anyone who is unhappy about the new building. The district and its volunteers did spend a tremendous amount of time going out to educate as many people as they could, including online forums. President Beenen noted that this was all in cooperation and with the support of SROA. The concern has been made clear and that concern is exacerbated by a somewhat one-sided agreement.

Director Pederson noted that while this proposed ex-officio position is written into the new agreement, SROA has absolutely no control over the agreement, so he worries what happens ten years down the road if the SSD suddenly decides that do not want any involvement from SROA at all on their board. SROA's only role is to acknowledge.

The Board thanked Commissioner De Bone for taking the time to attend and have this discussion.

ADJOURN

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

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

The public meeting adjourned at 12:34 P.M.

Respectfully submitted,

Mark Murray, Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SROA BOARD ROOM
MAY 18, 2024**

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

DIRECTORS PRESENT VIA ZOOM: Julianna Hayes, Mark Murray & Bill Burke

DIRECTOR ABSENT: Tony De Alicante

STAFF: James Lewis, Susan Berger & Jesus Mendoza

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

NUMBER OF ATTENDEES: 3

OWNERS FORUM: Lori Menalia, 7 Aquila Condo, provided follow-up to her comments at the Friday work session regarding recycling and the request to remove the existing recycling depot in Sunriver. Ms. Menalia thanked Director Pederson for the summary provided at the work session of the recycling statistics initially provided by Cascade Disposal. Ms. Menalia also suggested the installation of recycling containers throughout Sunriver to supplement the existing trash cans.

OWNER FORUM FOLLOW-UP FROM PREVIOUS MONTH

Vice President Burke reported there was no follow-up required from last month's meeting.

RECAP OF 5/17/24 BOARD WORK SESSION

President Beenen reported that the work session started with the owners forum as always followed by the yearly (2023) report from SROA Magistrate Jo Zucker. It was noted there was a significant increase in the number of cases that went to the Magistrate in 2023, some with significant fines, but overall, the process of the graduated fine schedule is working well, and Ms. Zucker continues to work with Sunriver owners to achieve compliance in lieu of a fine.

Police Chief Lopez and Captain Kornblum were in attendance to speak to the Board about the license plate reader cameras they want to install at both entrance/exit points in Sunriver. A presentation from Flock, the company they are planning to use, provided a presentation for the Board illustrating the benefits of reader cameras for the police department. The Police Department would like to have them installed by the first of July.

Natural Resources Director Patti Gentiluomo presented the Board with the Tree City USA award for the 44th consecutive year which is a great honor for Sunriver.

A broad discussion on the fate of the recycling center was held and Director Pederson provided the most recent data available about the tonnage still being collected at the depot, as well as the amount of recycling being collected via the side-yard recycling program. The Board agreed to hold some additional informal surveys of users over the summer months to determine how much is coming from inside the community and how much is coming from people outside of the community.

Election Committee Chair Patty Smith was on hand to provide input to the minor proposed changes to the Election Committee charter. The main change is that owners of multiple Sunriver properties will no longer be allowed to put more than one ballot in the blue envelope they sign and return.

Assistant GM Kessarlis provided an update on recreation statistics for the month of April. We are ahead of where we were last year on Member Preference Program (MPP) purchases but are behind on Recreation Plus Program (RPP) due in part to one property manager who had multiple homes on the program in past years but who have decided to take a different approach to reimbursement for recreation for their guests. Despite that, overall total revenue is pretty close to what we have projected.

Assistant GM Kessarlis also provided an update on the dog park. The fencing is all up, and gates are being installed. Water should be hooked up soon and a porta potty has been installed for the summer along with signage, and trash and dog poop bag receptacles. The plan is to have a soft opening on Memorial Day weekend and a Grand Opening will be held beginning at noon on Saturday, June 15th to allow the Board the opportunity to attend after the Board meeting that day.

GM Lewis led a discussion about filing as an intervenor in the Sunriver Water rate case that was filed recently with the Public Utilities Commission (PUC). GM Lewis and President Beenen provided an update on the Transient Room Tax (TRT) taskforce including the recommendation to sunset that taskforce as it has run its course. If the Board desires they can go forward and look at putting together a taskforce to look at the implications of incorporation, *stressing* that the purpose would be for information gathering only, for comparison purposes.

GM Lewis provided an update on TDS, reporting the crews are still installing main lines and drops to homes down the lanes. Over fifty properties are connected to the service at this time. TDS has until the end of 2026 to complete the project. GM Lewis led a discussion on the headend sub-lease with TDS, an item that is on today's agenda.

Deschutes County Commissioner Tony De Bone and some of the SSD Managing Board members and staff from the Sunriver Service District (SSD) made an appearance to advocate for the proposed changes to the Management Agreement between the County, the SSD and SROA that will eliminate any SROA Board representation on the SSD Managing Board and provide for an ex-officio non-voting position only. SROA has only acknowledgement power on any changes.

The Board held an executive session to discuss a legal matter.

BOARD ACTION
BOARD MEETING MINUTES

Director Pederson moved to approve the minutes of the SROA/SSD Joint Meeting on April 19, 2024, board work session minutes as corrected. Seconded by Director Mobley, the motion passed unanimously.

Director Pederson moved to approve the minutes of the April 19, 2024, board work session minutes as written. Seconded by Director Mobley, the motion passed unanimously.

Director Pederson moved to approve the minutes of the April 20, 2024, board meeting minutes as corrected. Seconded by Director Beard, the motion passed unanimously.

BOARD ACTION
FINANCIALS

Treasurer Pederson referenced the key data sheet noting that at the end of April, things look much better

than they did at the end of March with a lot more green than red on the key data sheet. On operating revenues there was a positive revenue of \$32,593 over our expenses, ending the month with a positive \$55,359. The operating revenue variance was a negative \$19,953 which is largely tied to less homes/condominiums participating in the Recreation Plus Program (RPP) and fewer Community Development fines. As was noted yesterday, one property manager who previously had several homes on the program did not sign up this year, so we will continue to see that deficit every month in this spot unless we realize excess revenues from other things.

On the operating expense side, we ended the month with a positive \$75,312 largely due to open positions that have not been filled in Public Works and Recreation. Additionally, on the 401k plan there is a vesting schedule on all the matching money that SROA contributes to employees and due to a number of employees leaving, there was \$11k in the forfeiture account. That money was used to make SROA's contribution towards SROA's matching amount. The forfeiture account is not displayed on the balance sheet, so it saved SROA \$11k that we normally would have had budgeted for the month. Director Pederson was very happy to report that legal fees were under budget for the month. Treasurer Pederson also noted that although it is not reflected on this report, we did receive a check from Caldera for \$42k in May so that will be reflected next month. For the first time this year we are ending the month with a positive variance of \$32,271 in our operating budget.

In non-operating revenue there is a positive variance of \$10,176 partly due to the interest income we've been earning on our cash. Rates have not yet started to drop, which is good news, and we are earning good rates. Controller Healy is keeping every dime possible invested in those certificates that are earning 5% or more. Additionally, there were a few SHARC special purpose assessments that were paid off. Non-operating expenses were \$4,622 to the positive. Year-to-date, we are \$27,604 to the positive. Total operating/non-operating combined surplus for the month was a positive \$70,157 and year-to-date we are a positive \$59,875.

Cash investment balances are \$18,614,391 which is \$968,326 better than budget. This will decrease over the next few months as the new tunnel is built and other major projects are completed such as road and pathway work, ladder fuels projects, and completing the Public Works building.

Treasurer Pederson reviewed the replacement reserves as well as the cash investments.

For the month ended April 30, 2024, there was a net operating deficit of \$32,593 which was \$55,359 better than budget. Operating revenues were under budget by \$19,953 due to Recreation Plus Program (RPP) sales and community development fees. Salaries and wages were under budget by \$25,110 due to open positions in the public works and recreation departments. As of this report date, all f/t recreation positions have been filled. Burden was under budget by \$21,785 due to the open positions and use of forfeiture funds for employer 401k match. Materials and services were under budget by \$23,345.

For the first four months of 2024, there was a net deficit of \$123,430, which was \$32,271 better than budget. Operating revenues were under budget by \$48,832 due to Recreation Plus, community development fees, and contracted vehicle repairs with the Sunriver Service District. There have been forty-nine fewer RPP passes sold in 2024 compared to the same time frames as 2023. Legal fees were over budget by \$65,368 through the first four months of 2024. Salaries and burden were under budget by \$108,896 through the first four months of 2024 due to open f/t positions and the use of forfeiture funds.

In April, thirty-one homes were converted to bulk fiber and transitioned to SROA billing.

As of April 30, 2024, there was a combined operating and non-operating surplus of \$856,921 which was

\$59,875 better than budget.

Total assets as of April 30, 2024, were \$41,029,596. Cash and investments totaled \$18,614,391, a decrease of \$214,937 from March. As of April 30, 2024, there was \$18,583,000 invested in Federated Hermes Government Obligations Fund and US Treasuries with durations between 90-days and five years with an annual yield of 5.09%. Construction in progress included: public works building, deposit on waterslide refinish, carpeting at SHARC banquet hall, dog park fencing and SROA trail signs.

April 30, 2024 (Year to Date Unaudited)

	<u>ACTUAL</u>
TOTAL REVENUE	\$ 4,196,003
TOTAL EXPENSES	\$ 4,319,433
OPERATING FUND SURPLUS	\$ (123,430)

Director Mobley moved to approve the unaudited financial statements for the month of April 2024.
Seconded by Director Beard, the motion passed unanimously.

GENERAL MANAGER'S REPORT

GM Lewis reported his recap is for activities in April.

GM Lewis attended the regular monthly meeting with the Sunriver/LaPine Economic Development (SLED) Board regarding coordination with south county efforts economic development. This will continue to be a monthly, on-going participation.

GM Lewis attended the annual SLED luncheon for south county businesses.

GM Lewis worked with the HR Director and appropriate staff on multiple HR issues, including multiple interviews for the vacant recreation manager position.

GM Lewis met with local property managers – a check-in on multiple issues.

GM Lewis and Public Works Director Mark Smith met with Szabo Landscaping Architects for multiple projects (Winners Circle, Public Works Yard)

GM Lewis attended a recent County Commissioners meeting regarding Transient Room Tax dollars.

GM Lewis participated in follow-up meeting with Saj Architects to discuss future remodeling of the SROA Administration building and SHARC.

GM Lewis met with SR Resort Managing Director Tom O'Shea and SR Resort Controller Thomas Samwell regarding Resort Maintenance Fees.

GM Lewis has had ongoing meetings with HR Director Kellie Allen and our consultant for this year's employee wage analysis.

GM Lewis participated in the Strategic Plan virtual forum hosted by Sunriver You.

GM Lewis met with Todd Davidson, CEO of Travel Oregon regarding the Transient Room Tax.

GM Lewis participated in the on-going Newberry Regional Partnership Strategic Action Plan for south Deschutes County.

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.

GM Lewis continues to attend and participate in the regular monthly meetings of the Covenants & Finance committees, Strategic Plan Taskforce, and Admissions Model Workgroup.

In Accounting, the Controller presented the unaudited financial statements for the month ending April 30, 2024, to the Finance Committee and Board.

Accounting staff worked with Price/Fronk on December 31, 2023, audit fieldwork.

Controller Healy worked with the SAIF auditors on workers' compensation audit.

Controller Healy worked with SROA's collection attorneys on past due accounts (mostly related to fines).

The Accounting Department began the billing process for bulk fiber to the home accounts.

Accounting staff have been busy processing significant revenues associated to the Recreation Plus and Member Preference Programs.

The IT department reported there were no outages to report in April.

New IT Director Gary Seifert started his employment with SROA and is meshing well with the rest of the IT staff.

The IT staff constantly and continually works on security, and we continue to migrate onsite servers to the cloud.

The Community Development and Natural Resources departments are two of the biggest users of the databases and IT employee Gabe continues to work with those two departments to refine the number of steps it takes to access needed information.

In regard to GIS, IT staff continued education on how to modify parcel data tax lots utilizing ESRI ARC GIS Pro.

IT staff met with Cook Security to evaluate and update gate card reader access solution. Currently we have multiple aged card readers.

IT staff continued to resolve multiple issues regarding card reader access malfunctioning.

In the Communications Department, Scene advertising was at \$21,748 (\$19,345 in April 2023).

There were 513 reads of the online February Scene including readers from Romania, Switzerland, Sweden, Brazil, Ireland, and Spain.

SROA websites most popular pages in April were weather, LFR/tree flagging, job opportunities, and Design Manual forms. There were over 13k visits to the website in April.

The SHARC websites most popular pages were Admission, recreation swim, and Quick Peek Operations.

April eblasts included information about the Spring Fling Dance.

Social media: Prescribed Burning (multiple)

Scene staff have updated the Sunriver Style website, making numerous updates, fixing broken links, etc. This site currently has approximately 2k visits per month. Staff is working on updating marketing materials for Benham Hall and also sprucing up the event space pages on the SROA website.

Scene staff assisted in creating a series of three postcards for the Natural Resources Department that are being mailed monthly for LFR courtesy and/or non-compliance letter recipients.

Scene staff created signage for the new Dog Park.

Scene staff are assisting Community Development on the redesign of the citation form used by Community Development and the SR Police Department for enforcement of SR rules.

The Community Development Department reports the Design Committee meetings continue to occur on a regular schedule with multiple items on each agenda – the first April meeting consisted of three additions and one preliminary new home, and a re-review of hardscape.

There are currently approximately 316 active projects/building permits (up by 29 from the previous month of March.)

The number of applications submitted in April was up slightly from the same month in 2023 – from 101 in 2023 to 108 in 2024.

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 continue modifying the new application forms and informational handouts, as necessary.

Community Development staff continue to provide updates to the Design Committee on the procedural elements in the new Design Manual of Rules & Procedures and how staff conveys those to owners.

There were no appeals of Design Committee decisions in April.

The Design Committee discussed a possible rule addition relative to fencing requirements for non-single residential properties.

The Natural Resources (NR) staff coordinated with the Communications Dept., Sunriver Fire Department, and Oregon State Fire Marshal regarding wildfire mitigation education and outreach.

NR staff continued GIS platform design project with the IT Department.

The LFR and tree thinning at the SHARC facility is complete.

The NR Director attended the International Fire Behavior and Fuels Conference in Boise, Id.

NR staff participated in one Judicial Council hearing regarding unauthorized tree and vegetation removal.

NR staff prepared and mailed LFR courtesy letters.

NR staff prepared and mailed outreach letters to properties that scored slightly lower than an LFR courtesy. These letters included defensible space information as well as home hardening self-assessments.

NR staff prepared and mailed LFR deficiency reminder postcards.

NR staff prepared 1,000 Ponderosa pine bare-root seedlings to celebrate Sunriver Arbor Week.

NR staff planted five hundred Ponderosa pine seedlings in restoration areas throughout the community.

NR staff performed site visits regarding tree removal requests on private properties.

NR staff continued Oregon spotted frog spring monitoring and egg mass surveys.

In Public Works (PW), the Fort Rock Park plan surveying is complete, and design work is in process.

PW staff split firewood at Mary McCallum Park for owners to pick up for use at their homes.

Irrigation startup for Fort Rock, SHARC and the waterfall circle is complete.

Crack sealing started with most of the Sky Park tarmac completed.

A plan is being developed for the slurry project at the main entrance to Sunriver.

The contractor has been selected for the 4.5 miles of pathway sealing with work to start in June.

The drone survey for Circle 2-3 pathway is completed.

In Fleet Services, tires have been switched over on all SROA vehicles.

The road sweeper is being updated.

Fleet Services staff are changing SROA truck from winter to summer operation.

In Facilities/Aquatics (FA), staff have been removing covers and balancing outdoor pool chemistry.

FA staff installed a replacement U.V. drive cabinet and refurbished the chamber.

FA staff ordered a replacement pool heater for the outdoor pool.

FA staff received the inspection report from the pool slide manufacturer with recommendations. The

work will be completed in September.

Anderson Pools is honoring warranty for indoor pool seam failure with work to be completed in May.

FA staff resealed stairs, walkway and slides with a new product that will increase slide resistance.

FA staff removed pool covers at the Members Pool and started to balance pool chemistry.

The steel skeleton and block work for the new PW building is 100% complete. Mid-State did not include utility boring in their estimate. PW is hoping to control some of this unexpected cost by completing the work with PW staff this summer.

All Public Works staff received training from the Recreation Department staff in first aid and CPR.

At SHARC, Director Leigh Anne Dennis was out on medical leave and returned May 1st.

New hires include Chris Matheny in Guest Services and Reghan Hope, Events Coordinator. Scott Resse has been hired as the Guest Services Operations Manager. Scott comes to us from Portland but grew up coming to Sunriver as his folks have a home here, so he is already familiar with Sunriver which is great.

The indoor pool at SHARC will be closed May 13-19 to repair a failed seam/joint epoxy seal. Outdoor pools will be open, weather permitting.

Hiring continues for seasonal positions including part time front desk and lifeguards.

Bigfoot BBQ will once again be running the Café operations at SHARC and plan to open Memorial Day weekend.

SHARC is operating at winter staffing levels which will shift as facilities begin to open extended days/hours in May.

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

President Beenen reported a major portion of yesterday's meeting was spent discussing the Public Safety building which remains on schedule with the police scheduled to move into the facility on January 5, 2025. From a financial perspective, the project is getting close to the \$18 million mark. Although there are some reserves left, tough choices are having to be made. One thing that has been eliminated is three covered parking spaces for the fire department which will save \$90k. The police department will still have covered parking for their vehicles.

The main road into SROA and the new Public Safety building off of Abbot is going to be paved the first week of June, so the main entrance into SROA will be blocked off. Detour signs will be posted guiding vehicles to go through the Public Works area to reach the Administration office. This is a joint project between the SSD and SROA.

The police side of things is progressing well, and they are now starting the remodel/expansion of the fire department side of things.

The Management Agreement between the SSD, Deschutes County and SROA was discussed, and the SSD plans to move forward with removing both of the SROA board member positions on the SSD Managing Board and offering a non-voting ex-officio position instead.

President Beenen commented that the chiefs' reports were included in the Board members binders and noted that 22 out of the 38 cases for the Police Department last month were outside of Sunriver so there is a significant amount of police work that is being done outside the confines of Sunriver. Chief Lopez indicated that it is primarily on Highway 97. President Beenen noted he pointed out to the chief that he, as a Sunriver owner is more concerned about what is happening on the roads and pathways in Sunriver than he is about what is happening on Highway 97.

The budget process for the SSD has been completed and will go to the Deschutes County Commissioners next week for approval. They have a quote/unquote balanced budget but it did require raising the millage rate from \$3.33 per \$1,000 assessed value to \$3.45 per \$1,000 assessed value effective with the 2024/25 fiscal year budget meaning owner's taxes for the SSD will increase in November when tax statements are sent out.

BOARD ACTION
ELECTION COMMITTEE CHARTER REVISIONS

Director Mobley moved to approve the approval of the proposed changes to the Election Committee Charter Procedures as amended. Seconded by Director Beard.

Director Gillies commented he feels the terminology needs to change a little because when it is listed as "no vote," it means you have three votes but if you only vote for two candidates, you have one no vote. Director Gillies understands not wanting to use the word "no" vote in that section, and he still prefers the term "uncounted ballots" versus votes. If the Board wants to further detail about what was uncounted, the Board can list out who was voted for, and which one was not counted.

GM Lewis added that Communications Director Susan Berger suggested using the word "invalid," so it would read *All invalid ballots are placed in an INVALID BALLOT envelope which will need to include a cover sheet listing, the property number, and total number of invalid ballots and which will be signed by the Election Committee Chair. The Board liked this suggestion which would apply anywhere in the procedures document where the word void, voided, or no vote is currently used, replacing it with "invalid" instead.*

Director Pederson moved to amend the motion to modify the procedures to change the words "no vote, void, or voided" to the word "invalid" in the procedures document. Seconded by Director Mobley, amendment passed unanimously.

The Board liked this suggestion and agreed to use the word invalid in the amendment versus uncounted.

Call for the question on the original motion as amended. Motion passed unanimously.

BOARD ACTION
CAPITAL TRANSFER TO OPERATING FUND

Director Pederson moved approval of the transfer of \$233,258.16 from the Regular Reserve Fund to the Operating Fund for progress on the Public Works Campus. Seconded by Director Beard, the motion passed unanimously.

BOARD ACTION
2nd READING SUNRIVER RULES & REGULATIONS
SECTION 4.08 – NEW SECTION – SROA/SHARC NAME/LOGO USE

Director Mobley moved to approve a Second Reading for amendments to the SROA Rules and Regulations to add a new Section 4.08 regarding the prohibited use of the SROA/SHARC logo and assigning a penalty as attached hereto. Seconded by Director Beard, the motion passed unanimously.

The proposed language reads as follows: *Without prior written authorization from the Sunriver Owners Association (SROA) General Manager or Board President, no person or entity shall use the Sunriver Owners Association (SROA) or Sunriver Homeowners Aquatic Recreation Center (SHARC) logo. This includes all use in electronic, digital, and printed materials, or on items for promotion or sale.*

Violation of Section 4.08 constitutes a Class A offense.

BOARD ACTION
2nd READING – SUNRIVER RULES & REGULATIONS
SECTION 4.02 E. J. OPEN HOUSE SIGNS

Director Mobley moved to approved a Second Reading for amendments to the Sunriver Rules and Regulations as recommended from the SROA Covenants First Reading for amendments to the Sunriver Rules & Regulations as recommended from the SROA Covenants Committee and staff to adopt a new Section 4.02 E. J. regarding Open House Signs as attached hereto, to move the existing Section 4.02 E. J. to Section 4.02 E. K. and to approve the removal of the Open House Sign language from the Design Committee Manual of Rules and Procedures as recommended by the SROA Design Committee. Seconded by Director Beard, the motion passed unanimously.

BOARD ACTION
TDS HEADEND LEASE RENEWAL

Director Pederson moved to approve a First Amendment to a Sublease with TDS for the location of its headend and related cable/telecommunications facilities as attached hereto. Seconded by Director Mobley.

The Board held further discussions about the terms of the sub-lease which with this renewal will put it in line to expire close to when the bulk agreement with TDS expires. That eight-month gap will provide time for negotiations for future Board's in relation to services from TDS beyond the expiration date. President Beenen wonders if we should not have those two things tied to the same date instead of being a few months apart.

Director Pederson withdrew his original motion.

President Beenen noted he felt the language in the agreement should be modified to read: Move to approve the first amendment to a sub-lease with TDS as modified for the location of its headend and related cable/telecommunications facilities as attached hereto.

The modified terms in the first bullet point of the attached hereto would be modified as follows: After the initial term, the sub-lease shall automatically renew for one successive ten-year, five month and twenty-day term expiring March 20, 2043.

Director Pederson moved to approve a First Amendment to a Sublease with TDS as modified, for the

location of its headend and related cable/telecommunications facilities as attached hereto. Seconded by Director Mobley, motion passed unanimously.

OTHER BUSINESS

Director Gillies announced that he has sold his Sunriver home, so he will no longer be a homeowner and as such is officially resigning his position on the SROA Board of Directors effective May 28, 2024.

President Beenen expressed his personal thanks to Director Gillies for his involvement and all the tasks he has taken on and his many contributions to the community including serving as the liaison to the Design Committee, being instrumental in the formation and success of the Sunriver You programs and for being such a dedicated member of the SROA Board. The rest of the Board whole heartily agreed with that sentiment and wished Director Gillies the best in his move back to Washington state.

Director Burke also thanked Director Gillies, and noted the Board needs to have a process for determining who becomes secretary for the remainder of this year. At last month's meeting Director Burke mentioned that he was contacting all of ongoing Board members for input about their interests and commitments for the slate of officers for the 2024/25 year as required in the SROA Bylaws. In the interim one of the ongoing Board members that Director Burke spoke with is Director Murray who indicated he would be open to filling the empty slot of secretary for the remainder of the current year. Director Burke supports that, as Director Murray has prior experience in that position. Assistant Secretary Linda Beard also supports Director Murray's appointment to that position.

Director Pederson moved to appoint Mark Murray as SROA Secretary upon the effective resignation date of Scott Gillies from the Board through the remainder of this board year. Seconded by Director Mobley, motion passed with eight votes in the affirmative and Director Murray abstaining.

Director Burke continued that the other aspect to losing Scott is a big gap with his other assignment as liaison to the Design Committee. Director Beard said she would be willing to assume that role.

Lastly Director Burke reminded the Board that the officers for 2024/25 need to be elected at the June meeting, again per the SROA Bylaws.

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

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

The meeting was adjourned at 10:40 A.M.

Respectfully Submitted,

Mark Murray, SROA Secretary

(2)

FINANCIAL REPORT & RESOLUTIONS

Approval of unaudited May 2024 Financials

(Board Motion Required)

INTEROFFICE MEMORANDUM

TO: FINANCE COMMITTEE
FROM: JOE HEALY
SUBJECT: MAY 31, 2024 YEAR-TO-DATE UNAUDITED FINANCIALS
DATE: 6/10/2024

Income Statement

For the month ended May 31, 2024, there was a net operating surplus of \$58,934 which was \$40,569 better than the budget. Operating revenues were over budget by \$26,267 due to SHARC event revenue, gate admissions, compliance fines and property transfer fees. A payment of \$43,750 was received from the resort for the Caldera expansion agreement. Salaries and burden were under budget by a combined \$15,342 due to an open f/t position in public works and p/t labor in recreation. Materials and services were over budget by \$5,077 due to the timing of IT contract service payments, two months of landscaping invoices and fuel expense.

For the first five months of 2024, there was a net deficit of \$64,496 which was \$73,840 better than the budget. Operating revenues were under budget by \$22,566 due to Recreation Plus and contracted vehicle repairs with the Sunriver Service District. There have been forty-seven less RPP passes sold in 2024 compared to the same time frame as 2023. Legal fees were over budget by \$63,226 through the first five months of 2024. Salaries and burden were under budget by a combined \$124,238 through the first five months of 2024 mainly due to open f/t positions.

As of this report date eighty homes have been converted to bulk fiber and transitioned to SROA's master billing account.

As of May 31, 2024, there was a combined operating and non-operating surplus of \$1,015,716 which was \$85,868 better than budget.

Balance Sheet/Investments

Total assets as of May 31, 2024, were \$40,343,620. Cash and investments totaled \$18,117,605, a decrease of \$496,786 from April. As of May 31, 2024, there was \$17,913,254 invested in Federated Hermes Government Obligations Fund and US Treasuries with durations between 90-day and 5-years with an annual yield of 5.05%. Construction in progress items included dog park, administration building design and trail signs.

Sunriver Owners Association

Key Data Sheet

May 31, 2024

OPERATING	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Total Operating Revenue	\$1,188,271	\$1,162,004	\$26,267	\$5,384,273	\$5,406,839	(\$22,566)
Total Operating Expenses *	\$1,129,337	\$1,143,639	\$14,302	\$5,448,769	\$5,544,175	\$95,406
Operating Budget Surplus / (Deficit)	\$58,934	\$18,365	\$40,569	(\$64,496)	(\$137,336)	\$72,840

NON-OPERATING	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Total Non-Operating Revenue *	\$388,147	\$383,262	\$4,885	\$2,005,844	\$1,965,310	\$40,534
Total Non-Operating Expenses	\$288,287	\$279,825	(\$8,462)	\$925,631	\$909,125	(\$27,506)
Non-Op Budget Surplus / (Deficit)	\$99,860	\$103,437	(\$3,577)	\$1,080,213	\$1,056,185	\$13,028
Total Surplus / (Deficit)	\$158,794	\$121,802	\$36,992	\$1,015,716	\$918,849	\$85,868

* Includes Reserve Fund Contributions of \$1,616,466

Cash/Investment Balances	As of	As of	Change	12/31/23	12/31/24
	05/31/24	05/31/23		Balance	Projection
Operating Fund	\$4,987,796	\$5,144,722	(\$156,926)	\$2,606,877	\$2,298,120
Capital Reserve Fund	\$11,602,089	\$10,560,614	\$1,041,475	\$12,341,858	\$11,646,855
Recreation Operating Reserve Balance	\$1,405,401	\$1,337,277	\$68,124	\$1,376,495	\$1,445,833
SHARC Reserve Balance	\$122,319	\$375,578	(\$253,259)	\$83,512	\$0
Total Cash/Investment Balance	\$18,117,605	\$17,418,191	\$699,414	\$16,408,742	\$15,390,808

Capital Reserve Percent Funded (Replacement Items & New Capital) * 70-100% Funded by 2042 per Consolidated Plan	12/31/2023	12/31/2022	12/31/24	12/31/25	12/31/26
			Projected	Projected	Projected
	71.3%	56.1%	67.8%	66.2%	54.8%

Replacement Reserves	As of
	05/31/24
2024 Replacement Reserve Budget	\$3,166,359
YTD Expenditures	(\$89,890)
Remaining Budget - Replacement Items	\$3,076,469
2024 SHARC Replacement Reserve Budget	\$803,801
YTD Expenditures	(\$166,638)
Remaining Budget - SHARC Replacement Items	\$637,163
2024 New Capital Budget	\$2,009,524
YTD Expenditures	(\$687,368)
Remaining Budget - New Capital	\$1,322,156

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
\$43,307	\$9,021	\$4,372	\$98,347	\$155,047

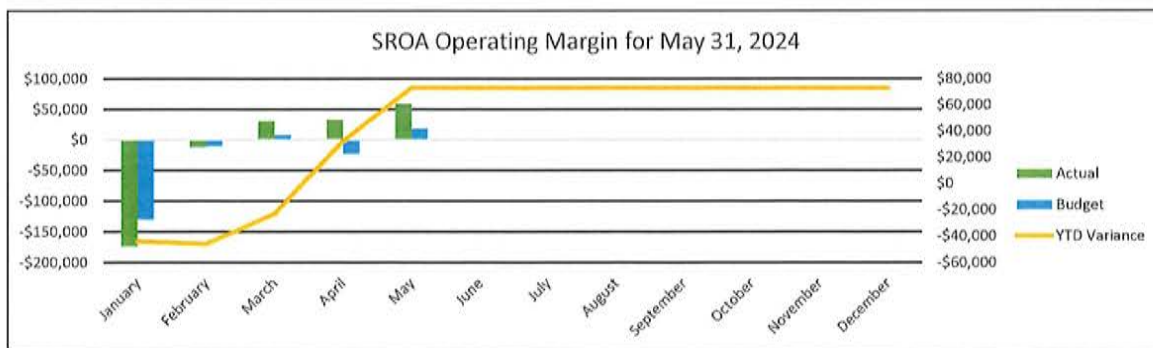
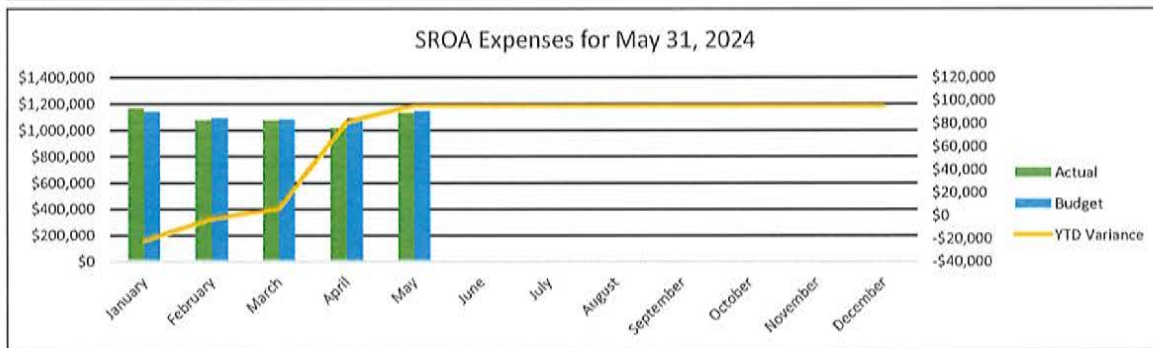
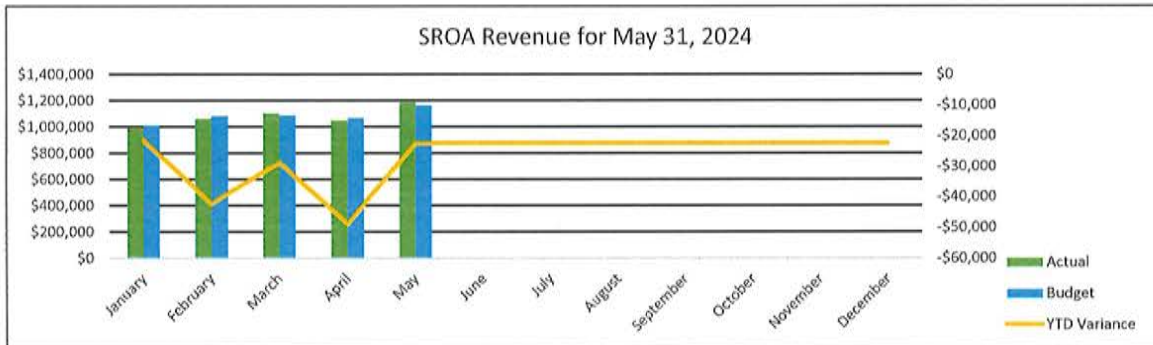
FTE (Current vs. Budget)				
	Recreation	PW/Fleet	Other	Total
Current	14.00	17.00	19.25	50.25
Budget	14.00	18.00	20.25	52.25

Recreation Pass Sales	As of	As of	Difference
	05/31/24	05/31/23	
Recreation Plus	847	894	(47)
Member Preference	4,911	4,840	71

SHARC Admissions (\$587k annual budget)	Current Month - 05/31/24			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Admissions	\$24,315	\$21,300	\$3,015	\$57,870	\$50,773	\$7,097

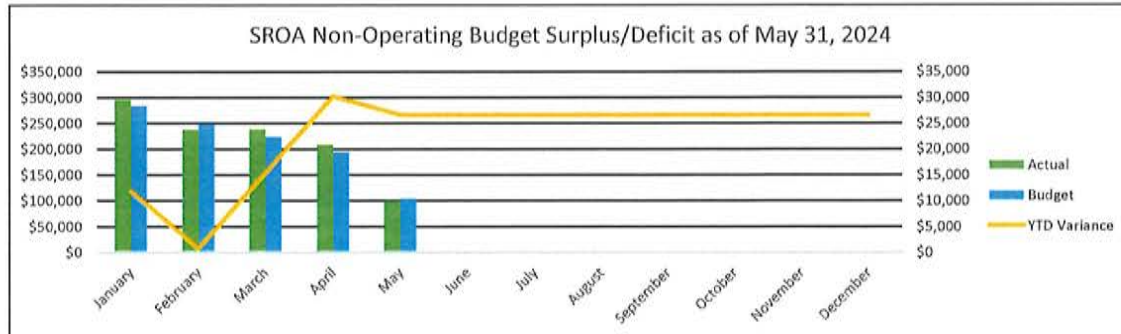
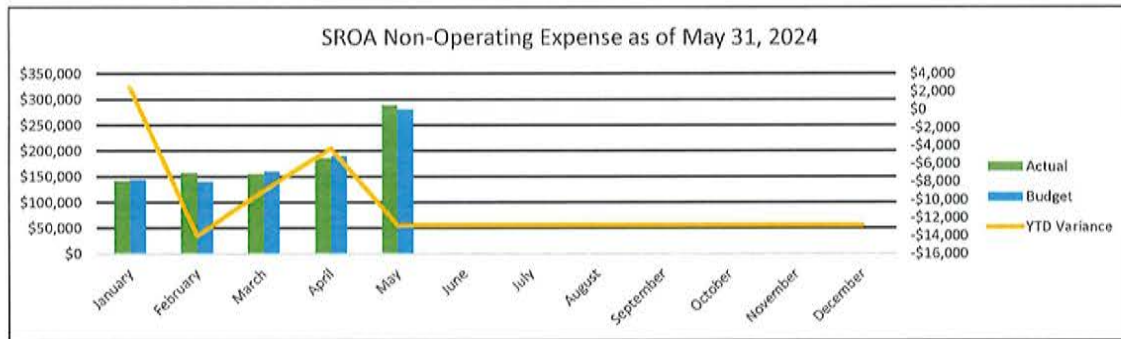
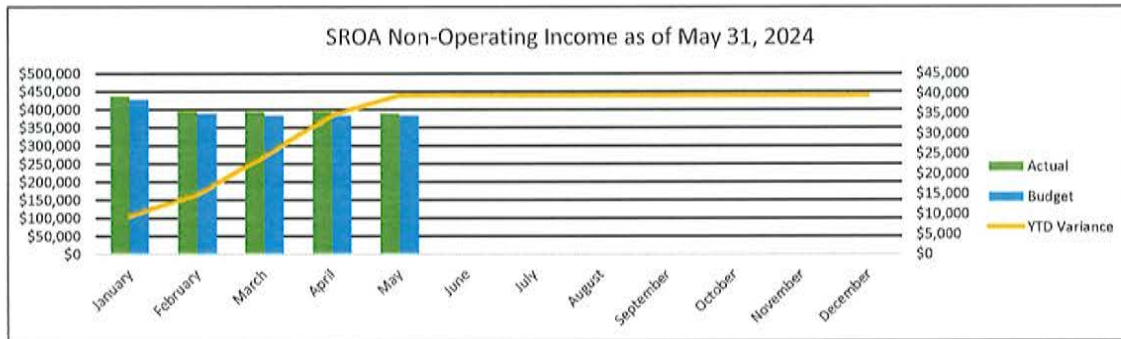
SROA Operating Income Statement as of May 31, 2024

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ASSESSMENTS	\$681,473	\$681,473	\$0	\$3,407,368	\$3,407,368	\$0
PROGRAM REVENUE	\$419,991	\$406,790	\$13,201	\$1,729,188	\$1,766,820	-\$37,632
INTEREST INCOME - OPERATING	\$26,664	\$25,433	\$1,231	\$125,025	\$125,411	-\$386
OTHER INCOME	\$60,143	\$48,308	\$11,835	\$122,692	\$107,240	\$15,452
Total Revenue	\$1,188,271	\$1,162,004	\$26,267	\$5,384,273	\$5,406,839	-\$22,566
Department Expenses						
SALARIES	\$369,824	\$374,379	\$4,555	\$1,739,465	\$1,804,071	\$64,606
BURDEN	\$119,413	\$130,200	\$10,787	\$582,942	\$642,574	\$59,632
MATERIALS & SERVICES	\$244,844	\$239,767	-\$5,077	\$1,079,488	\$1,101,065	\$21,577
Total Department Expenses	\$734,081	\$744,346	\$10,265	\$3,401,895	\$3,547,710	\$145,815
Non-Department Expenses						
INSURANCE & LEGAL	\$58,245	\$62,500	\$4,255	\$364,049	\$312,500	-\$51,549
OTHER EXPENSES	\$13,718	\$13,500	-\$218	\$66,359	\$67,500	\$1,141
RSRV FUND CONTRIBUTION	\$323,293	\$323,293	\$0	\$1,616,466	\$1,616,465	-\$1
Total Non-Department Expenses	\$395,256	\$399,293	\$4,037	\$2,046,874	\$1,996,465	-\$50,409
Total Operating Revenue & Expenses						
Total Operating Revenue	\$1,188,271	\$1,162,004	\$26,267	\$5,384,273	\$5,406,839	-\$22,566
Total Operating Expenses	\$1,129,337	\$1,143,639	\$14,302	\$5,448,769	\$5,544,175	\$95,406
Operating Budget Surplus / (Deficit)	\$58,934	\$18,365	\$40,569	-\$64,496	-\$137,336	\$72,840



SROA Non-Operating Income Statement as of May 31, 2024

Non-Operating Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INTEREST INCOME - SKY PARK	\$215	\$175	\$40	\$981	\$875	\$106
SKY PARK ASSESSMENT	\$1,794	\$1,794	\$0	\$8,969	\$8,969	\$0
INTEREST INCOME - CAS	\$42,928	\$40,000	\$2,928	\$233,833	\$205,000	\$28,833
SPECIAL ASSESSMENT	\$19,917	\$18,000	\$1,917	\$145,595	\$134,000	\$11,595
REGULAR REPLACEMENT RESERVE	\$323,293	\$323,293	\$0	\$1,616,466	\$1,616,466	\$0
Total Revenue	\$388,147	\$383,262	\$4,885	\$2,005,844	\$1,965,310	\$40,534
Non-Operating Expenses						
DEPRECIATION	\$139,833	\$138,325	-\$1,508	\$698,859	\$691,625	-\$7,234
GAIN/LOSS ON SALE OF ASSET	-\$11,000	\$0	\$11,000	-\$11,000	\$0	\$11,000
SKY PARK EXPENSES	\$11,856	\$15,000	\$3,144	\$15,509	\$15,000	-\$509
RESERVE BANK CHARGES	\$1,541	\$1,500	-\$41	\$8,027	\$7,500	-\$527
LADDER FUEL REDUCTION	\$0	\$0	\$0	\$58,900	\$60,000	\$1,100
ROAD & PATHWAY PROJECT	\$146,057	\$125,000	-\$21,057	\$155,336	\$135,000	-\$20,336
GRANT REVENUE	\$0	\$0	\$0	\$0	\$0	\$0
OTHER RESERVE EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$288,287	\$279,825	-\$8,462	\$925,631	\$909,125	-\$16,506
Other Reserve Expense						
Total Non-Operating Revenue	\$388,147	\$383,262	\$4,885	\$2,005,844	\$1,965,310	\$40,534
Total Non-Operating Expenses	\$288,287	\$279,825	-\$8,462	\$925,631	\$909,125	-\$16,506
Non-Op Budget Surplus / (Deficit)	\$99,860	\$103,437	-\$3,577	\$1,080,213	\$1,056,185	\$24,028
Oper & Non-Oper Surplus / (Deficit)	\$158,794	\$121,802	\$36,992	\$1,015,716	\$918,849	\$96,867



SROA Balance Sheet as of May 31, 2024

Assets

Accounts	Current Month	Previous Month	Change in Balance	Comments
CASH & INVESTMENTS				
OPERATING FUND - UNRESTRICTED	\$4,987,796	\$5,317,157	-\$329,361	Operations
OPER. RESERVE FUND - RESTRICTED	\$1,405,401	\$1,399,587	\$5,814	
RESERVE FUND - RESTRICTED	\$11,602,089	\$11,775,835	-\$173,746	Trf to operations, public works building
SHARC RESERVE FUND - RESTRICTED	\$122,319	\$121,812	\$507	
TOTAL CASH AND INVESTMENTS	\$18,117,605	\$18,614,391	-\$496,786	
RECEIVABLES				
A/R MISC	\$553	\$643	-\$90	
NSF CHECKS	-\$66	-\$66	\$0	
MAINT FUND RECEIVABLES	\$155,047	\$151,752	\$3,295	
A/R RECREATION RECEIVABLES	\$324,608	\$326,758	-\$2,150	
INVESTMENT INT RECEIVABLE	\$54,375	\$72,500	-\$18,125	
CABLE TV ROW FEE RECEIVABLE	\$0	\$0	\$0	
DUE FROM SSD	\$10,040	\$12,480	-\$2,440	
RESERVE - UNCOLLECTIBLES	-\$90,000	-\$90,000	\$0	
TOTAL RECEIVABLES	\$454,557	\$474,066	-\$19,509	
INVENTORY				
FUEL INVENTORY	\$19,375	\$11,215	\$8,160	
MERCHANDISE INVENTORY	\$75,261	\$78,548	-\$3,287	
TOTAL INVENTORY	\$94,636	\$89,763	\$4,873	
FIXED ASSETS				
REAL PROPERTY	\$27,627,309	\$27,627,309	\$0	
CAPITAL EQUIPMENT	\$7,873,058	\$7,873,058	\$0	
CONSTRUCTION IN PROGRESS	\$1,988,690	\$1,931,361	\$57,329	Dog park, admin bldg. design, trail signs
ACCUMULATED DEPRECIATION	-\$16,280,992	-\$16,141,159	-\$139,833	
TOTAL FIXED ASSETS	\$21,208,065	\$21,290,569	-\$82,504	
OTHER ASSETS				
PREPAID INSURANCE	\$325,820	\$398,247	-\$72,427	
OTHER PREPAID EXPENSES	\$142,937	\$162,560	-\$19,623	
TOTAL OTHER ASSETS	\$468,757	\$560,807	-\$92,050	
TOTAL ASSETS	\$40,343,620	\$41,029,596	-\$685,976	

SROA Balance Sheet as of May 31, 2024

Liabilities

Accounts	Current Month	Previous Month	Change in Balance	Comments
ACCOUNTS PAYABLE	\$168,258	\$431,166	-\$262,908	Timing of m/e close
ACCRUED LIABILITIES				
VACATION PAY	\$235,784	\$235,674	\$110	
PAYROLL TAXES AND BENEFITS	\$227,211	\$184,787	\$42,424	
TOTAL ACCRUED LIABILITIES	\$462,995	\$420,461	\$42,534	
DEPOSITS				
LEASE	\$7,500	\$7,500	\$0	
ESCROW, SHARC RENTAL	\$136,206	\$141,609	-\$5,403	
TOTAL DEPOSITS	\$143,706	\$149,109	-\$5,403	
DEFERRED REVENUE				
DEF REV - MAINTENANCE FUND	\$3,463,293	\$3,916,654	-\$453,361	Monthly recognition of revenue
DEF REV - MEMBER PREFERENCE	\$246,368	\$234,473	\$11,895	Sales, monthly recognition of revenue
DEF REV - RECREATION PLUS	\$1,410,511	\$1,579,821	-\$169,310	Sales, monthly recognition of revenue
DEF REV - CAMP	\$5,097	\$5,097	\$0	
DEF REV - GIFT CARD	\$7,934	\$7,754	\$180	
DEF REV - RV STORAGE	\$8,584	\$16,981	-\$8,397	Monthly recognition of revenue
DEF REV - SPECIAL ASSESSMENT	\$0	\$0	\$0	
TOTAL DEFERRED REVENUE	\$5,141,786	\$5,760,780	-\$618,994	
TOTAL LIABILITIES	\$5,916,744	\$6,761,516	-\$844,772	
RETAINED EARNINGS				
SURPLUS/(DEFICIT) CURR YR	\$33,411,159	\$33,411,159	\$0	
TOTAL RETAINED EARNINGS	\$1,015,716	\$856,921	\$158,795	
TOTAL RETAINED EARNINGS	\$34,426,875	\$34,268,080	\$158,795	
TOTAL LIABILITIES AND RETAINED EARNINGS	\$40,343,620	\$41,029,596	-\$685,976	

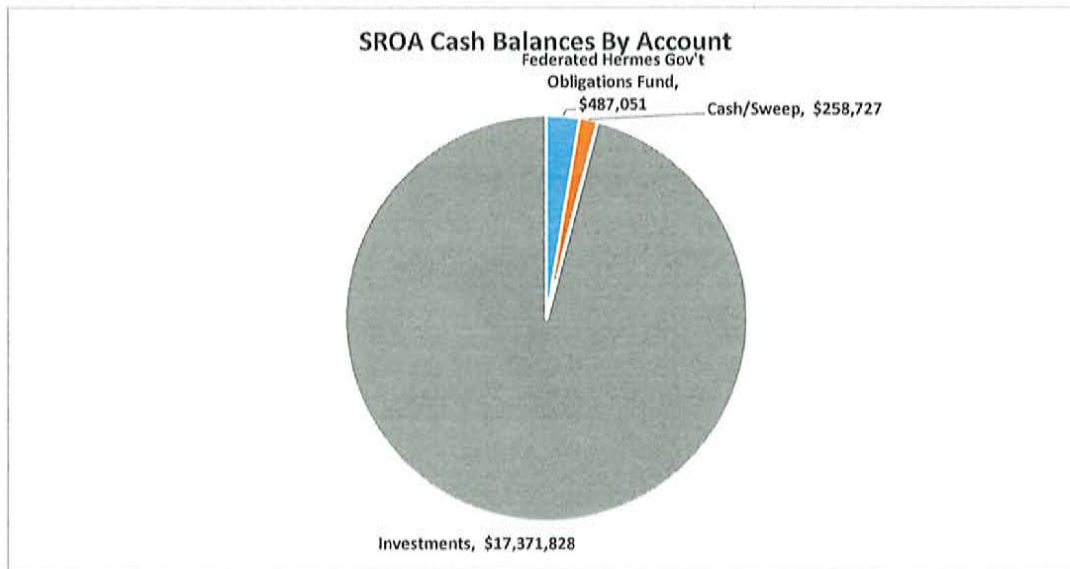
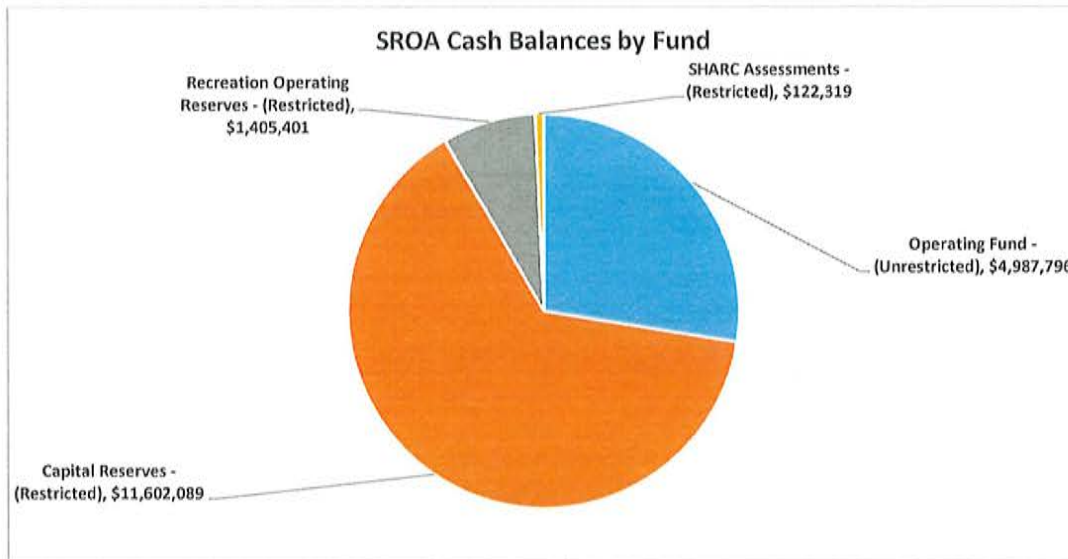
SROA Cash Balances as of May 31, 2024

Fund Name	This Month Balance	Last Month Balance	Change in Balance	May 31, 2023
Operating Fund - (Unrestricted)	\$4,987,796	\$5,317,157	-\$329,361	\$5,144,722
Capital Reserves - (Restricted)	\$11,602,089	\$11,775,835	-\$173,746	\$10,560,614
Recreation Operating Reserves - (Restricted)	\$1,405,401	\$1,399,587	\$5,814	\$1,337,277
SHARC Assessments - (Restricted)	\$122,319	\$121,812	\$507	\$375,578
Total	\$18,117,606	\$18,614,391	-\$496,786	\$17,418,191

Account Holdings	This Month Balance	Last Month Balance	Change in Balance	May 31, 2023
Federated Hermes Gov't Obligations Fund	\$487,051	\$1,021,508	-\$534,457	\$1,017,594
Cash/Sweep	\$258,727	\$103,892	\$154,835	\$650,807
Investments	\$17,371,828	\$17,488,992	-\$117,164	\$15,749,792
Total	\$18,117,606	\$18,614,391	-\$496,787	\$17,418,191

FIW Monthly Fees

\$2,385



SROA REVENUES Detail May 31, 2024

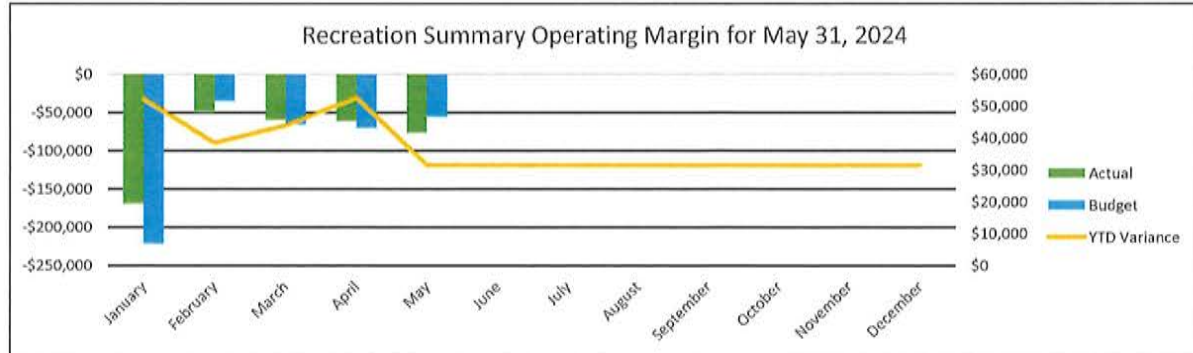
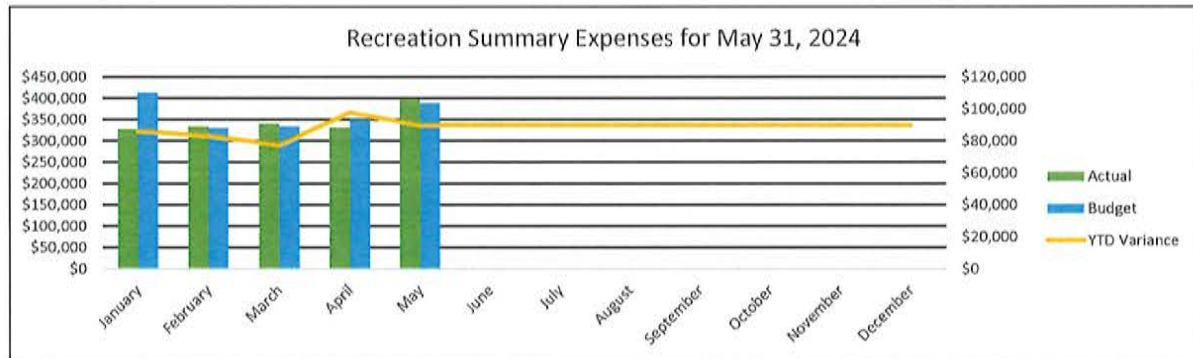
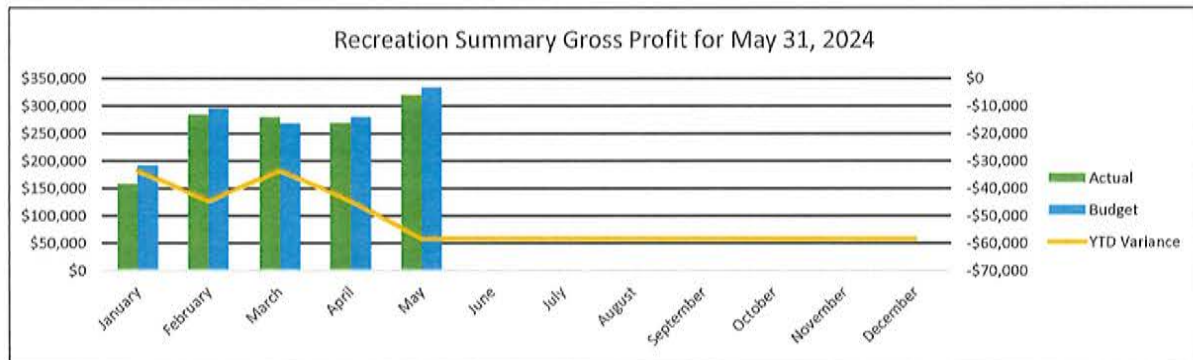
Sources of Revenue	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
REGULAR ASSESSMENTS	\$665,795	\$665,795	\$0	\$3,328,974	\$3,328,974	\$0	
RESORT ASSESSMENTS	\$10,253	\$10,253	\$0	\$51,267	\$51,267	\$0	
COMMERCIAL ASSESSMENTS	\$5,425	\$5,425	\$0	\$27,128	\$27,128	\$0	
SKYPARK ASSESSMENTS	\$1,794	\$1,794	\$0	\$8,969	\$8,969	\$0	
FIN CHR/LATE FEES	\$1,291	\$1,250	\$41	\$8,604	\$6,250	\$2,354	
INTEREST INC - OPERATING	\$26,664	\$25,433	\$1,231	\$125,025	\$125,411	-\$386	
INTEREST INC - SKYPARK	\$215	\$175	\$40	\$981	\$875	\$106	
INTEREST INC - RESERVE	\$42,928	\$40,000	\$2,928	\$233,833	\$205,000	\$28,833	Higher cash balance than budgeted
REC PROGRAMS & FEES	\$59,968	\$53,387	\$6,581	\$158,103	\$156,038	\$2,065	
RECREATION PLUS PROGRAM	\$218,297	\$226,235	-\$7,938	\$1,014,308	\$1,059,185	-\$44,877	Behind 2023 pace - 88.8% of goal
MEMBER PREFERENCE	\$58,910	\$62,043	-\$3,133	\$178,097	\$180,177	-\$2,080	
SPACE RENTAL	\$1,250	\$1,250	\$0	\$46,250	\$46,250	\$0	
SCENE ADVERTISING	\$21,263	\$22,000	-\$737	\$121,683	\$108,000	\$13,683	Prepayments for 2024 ads
RV STORAGE	\$9,214	\$9,500	-\$286	\$46,368	\$47,500	-\$1,132	
DESIGN REVIEW	\$20,300	\$21,825	-\$1,525	\$74,809	\$112,925	-\$38,116	Less design review fees/permits
CONTRACTOR REGISTRATION	\$1,725	\$1,050	\$675	\$11,550	\$5,625	\$5,925	
FINES	\$16,875	\$1,250	\$15,625	\$42,585	\$10,750	\$31,835	Ladder fuel fines
A/V REVENUE	\$100	\$50	\$50	\$700	\$250	\$450	
PARK RESERVATIONS	\$2,640	\$1,000	\$1,640	\$7,035	\$3,750	\$3,285	
TRAIL USE FEES	\$0	\$0	\$0	\$0	\$0	\$0	
RIGHT OF WAY FEE	\$1,638	\$0	\$1,638	\$29,637	\$28,500	\$1,137	
SUNRIVER SERVICE DISTRICT	\$9,448	\$7,100	\$2,348	\$27,495	\$35,500	-\$8,005	Less vehicle repairs than budgeted
LA PINE REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	
SPECIAL ASSESSMENTS	\$19,917	\$18,000	\$1,917	\$145,595	\$134,000	\$11,595	Additional SHARC payoffs
MISC INCOME	\$57,214	\$47,158	\$10,056	\$84,655	\$73,360	\$11,295	Homes transfers ahead of plan
Total Revenue	\$1,253,124	\$1,221,973	\$31,151	\$5,773,651	\$5,755,684	\$17,967	

SROA Expense Detail May 31, 2024

Expense Categories	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
ADMINISTRATION	\$122,391	\$117,575	-\$4,816	\$588,598	\$637,241	\$48,643	Open position (2 months), computer supplies under budget
INSURANCE	\$47,886	\$50,000	\$2,114	\$238,323	\$250,000	\$11,677	Premium less than budget
ADMINISTRATION BUILDING MAINTENANCE	\$4,341	\$4,806	\$465	\$25,831	\$24,567	-\$1,264	
COMMUNICATIONS	\$26,505	\$28,823	\$2,318	\$154,657	\$164,483	\$9,826	Advertising expense savings
LEGAL	\$10,359	\$12,500	\$2,141	\$125,726	\$62,500	-\$63,226	84% of annual budget
NORTH POOL MAINTENANCE	\$15,299	\$7,599	-\$7,700	\$28,741	\$30,360	\$1,619	Labor and supply expense in May
TENNIS MAINTENANCE	\$0	\$1,387	\$1,387	\$917	\$6,095	\$5,178	Labor allocation
PUBLIC WORKS/ROAD MAINTENANCE	\$96,043	\$94,712	-\$1,331	\$535,859	\$474,857	-\$61,002	Labor, overtime, deicer/fuel due to winter storm
PATHWAY MAINTENANCE	\$589	\$7,709	\$7,120	\$15,486	\$34,600	\$19,114	Labor allocation
PARKS MAINTENANCE	\$7,034	\$13,042	\$6,008	\$21,782	\$44,721	\$22,939	Labor allocation
SKYPARK	\$11,856	\$15,000	\$3,144	\$15,509	\$15,000	-\$509	
STORAGE YARD	\$712	\$1,796	\$1,084	\$4,023	\$8,592	\$4,569	
ROAD RESURFACING	\$1,216	\$2,347	\$1,131	\$4,624	\$6,354	\$1,730	
SHARC MAINTENANCE	\$50,497	\$43,479	-\$7,018	\$190,119	\$176,773	-\$13,346	Labor allocation, landscape maintenance
NORTH POOL REC	\$19,025	\$10,742	-\$8,283	\$43,454	\$34,342	-\$9,112	Labor over budget, chemicals
TENNIS REC	\$5,683	\$3,231	-\$2,452	\$9,647	\$4,251	-\$5,396	Labor over budget, pickleball supplies
RECREATION MGMT/SHARC	\$205,091	\$222,861	\$17,770	\$950,377	\$1,025,086	\$74,709	Labor and burden savings
COMMUNITY DEVELOPMENT	\$30,195	\$31,358	\$1,163	\$162,206	\$151,840	-\$10,366	Vacation accrual
NATURAL RESOURCES	\$30,703	\$39,214	\$8,511	\$192,281	\$228,199	\$35,918	Nature Center billing not received in 2024
FLEET SERVICES	\$50,567	\$45,895	-\$4,672	\$213,938	\$241,015	\$27,077	Labor allocation
ACCOUNTING	\$57,446	\$60,158	\$2,712	\$233,796	\$232,204	-\$1,592	
PPD DUES EXPENSE	\$13,718	\$13,500	-\$218	\$66,359	\$67,500	\$1,141	
DEPRECIATION	\$139,833	\$138,325	-\$1,508	\$698,859	\$691,625	-\$7,234	
ROAD/PATHWAY PROJECTS & LFR	\$146,057	\$125,000	-\$21,057	\$214,236	\$195,000	-\$19,236	Timing of asphalt work
Total Expense	\$1,093,046	\$1,091,059	-\$1,987	\$4,735,348	\$4,807,205	\$71,857	

Recreation Summary May 31, 2024

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
GATE FEE, ACCESS, PROGRAM	\$330,263	\$340,765	-\$10,502	\$1,334,402	\$1,389,300	-\$54,898
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$76	\$0	\$76
Total Revenue	\$330,263	\$340,765	-\$10,502	\$1,334,478	\$1,389,300	-\$54,822
Cost of Goods Sold						
RECREATION COGS	\$10,743	\$7,612	-\$3,131	\$25,819	\$22,130	-\$3,689
Gross Profit	\$319,520	\$333,153	-\$13,633	\$1,308,659	\$1,367,170	-\$58,511
Expense Categories						
REC ADMIN/SHARC OPERATIONS	\$205,091	\$222,861	\$17,770	\$950,377	\$1,025,086	\$74,709
NORTH POOL OPERATIONS	\$19,025	\$10,742	-\$8,283	\$43,454	\$34,342	-\$9,112
TENNIS OPERATIONS	\$5,683	\$3,231	-\$2,452	\$9,647	\$4,251	-\$5,396
SHARC MAINTENANCE	\$50,497	\$43,479	-\$7,018	\$190,119	\$176,773	-\$13,346
NORTH POOL MAINTENANCE	\$15,299	\$7,599	-\$7,700	\$28,741	\$30,360	\$1,619
TENNIS MAINTENANCE	\$0	\$1,387	\$1,387	\$917	\$6,095	\$5,178
DEPRECIATION	\$101,347	\$100,125	-\$1,222	\$505,873	\$500,625	-\$5,248
Total Expenses	\$396,942	\$389,424	-\$7,518	\$1,729,128	\$1,777,532	\$48,404
Total Revenue & Expenses						
Gross Profit	\$319,520	\$333,153	-\$13,633	\$1,308,659	\$1,367,170	-\$58,511
Total Expenses	\$396,942	\$389,424	-\$7,518	\$1,729,128	\$1,777,532	\$48,404
Gross Profit - Expenses	-\$77,422	-\$56,271	-\$21,151	-\$420,469	-\$410,362	-\$10,107



PW Summary May 31, 2024

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
PW ADMIN / ROAD MAINTENANCE	\$96,043	\$94,712	-\$1,331	\$535,859	\$474,857	-\$61,002
PATHWAY MAINTENANCE	\$589	\$7,709	\$7,120	\$15,486	\$34,600	\$19,114
PARK MAINTENANCE	\$7,034	\$13,042	\$6,008	\$21,782	\$44,721	\$22,939
STORAGE YARD	\$712	\$1,796	\$1,084	\$4,023	\$8,592	\$4,569
ROAD RESURFACING	\$1,216	\$2,347	\$1,131	\$4,624	\$6,354	\$1,730
FLEET SERVICES	\$50,567	\$45,895	-\$4,672	\$213,938	\$241,015	\$27,077
Total Expenses	\$156,161	\$165,501	\$9,340	\$795,712	\$810,139	\$14,427

(3)
GENERAL MANAGER
AND
DEPARTMENT REPORTS

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

SUNRIVER OWNERS ASSOCIATION
Board of Directors Meeting
June 15, 2024
General Manager's May 2024 Activity Report

▪ **Administration**

- 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 (monthly) follow-up work with SROA Legal Counsel regarding fine/fee lawsuits, HR issues, litigation and more – multiple meetings regarding ongoing litigation and new threats.
- Attend and participate in the following monthly SROA Committee, Task Force and Work Group meetings as necessary: Strategic Plan Task Force, Finance Committee, Admissions Model Workgroup.
- Met with owners regarding (along with Mark Smith) regarding the Winners Circle park design.
- Attended meeting with County Commissioner DeBone, County Staff and SSD representatives regarding changes to the County/SSD/SROA Management Agreement.
- Follow up meetings with Saj Architects to discuss future remodeling at SROA Administration building and SHARC.
- Participated in on-going Newberry Regional Partnership Strategic Action Plan for south Deschutes County.
- Meet with Sunriver Resort representatives – updates on work projects and forthcoming contracts.
- Multiple meetings with consultant (and Kellie Allen) for the wage analysis.
- Ongoing/regular monthly meetings with TDS Staff regarding the physical construction and eventual migration of owners to fiber and SROA account.
- Met with owners and three SROA Board members about concerns owners have about exploring Sunriver incorporation.
- Worked with IT Staff and insurance/IT contractors about the IT issues encountered in May.
- Met with owners and Board members regarding the recycling depot – follow up about statistics and next steps toward deciding the fate of the recycling depot.

▪ **Accounting:**

- Presented unaudited financial statements for month ended April 30, 2024.
- Worked with Price/Fronk on December 31, 2023, audit.
- Worked with collection attorneys on past due accounts (mostly related to fines).
- Continued billing process for bulk fiber to home accounts.

▪ **IT:**

- Outages:

- IT Outage for On-Premises technology solutions on May 15th. Restoral of IT impacted services is still in progress. This outage has forced our IT team to pause other technology efforts for most of the May. All impacted solutions have been restored.
- Impacted services:
 - All Mapped Drives- example- K: G: and J: drives
 - Database (GIS)
 - Jonas
 - Alpha Card
 - Printing (drive)
 - Lenel Gate Access (New Cards)
 - Traverse- old accounting system
- Information Technology
 - Staffing changes- Desktop Services Technician has been let go due to attendance issues. Seeking replacement technician -job posted 6/6/2024.
- Research/ Training
 - Azure Administrator Training Continued.
- Community Development/SROA Database/GIS
 - Community Development
 - Citations
 - Added time input.
 - Created functionality so time must be entered - time is required and must be entered to even save the citation data.
 - Reports
 - Updated connection to database and correct storage procedure.
 - Contractors
 - Registration dates required to be entered.
 - Compliance Reviews
 - Request to add phone/email conversation date and summary.
- Database
 - Future goal to update the database interface with that which most staff uses now to newer one.
- GIS
 - Updating skillset to modify “Parcel Fabric” as a means to update tax lot inconsistencies.
 - Newest tax lot data from Deschutes County has been joined with our data and added to parcel fabric.
 - Created a collaboration team (PW, Nat Res, CommDev, IT and SROA Main) to focus on holistic geodatabase.
- Training/Research
 - MS Azure training attended to learn how to migrate on premise Database to cloud based solution.
- **Communications:**
 - Scene:

- May Scene advertising was \$22,273 (\$21,270 for May 2023).
- There were 530 reads of the May online Scene. Readership from afar included the Philippines, United Kingdom, India, Ireland, Vietnam and Austria.
- Web sites / social media: In the past 30 days...
 - SROA top pages: Weather, how to reach staff, pickleball, Paulina Park, Design Manual & Forms, road & pathway work, boat launch/river shuttle.
 - SHARC top pages: Aquatic hours, admission rates, Quick Peek Operations, recreation swim.
 - 18K+ website visits included users from Canada, United Kingdom, India, Australia, Philippines.
 - Social media: Prescribed burning, pool maintenance, Canoe Takeout road closure, SHARC text alerts.
 - Eblasts included information about network issues affecting access to some programs, SHARC text alerts, Memorial holiday aquatic operations, dog park soft opening, river shuttle service, fitness classes, canoe takeout road closure, indoor pool maintenance, prescribed burning.
- Projects:
 - Mid-month network issues resulted in unexpected delays with the Scene going to print a week later than planned.
 - Messaged and created the signage for the SROA admin entryway closure.
 - Working on print and social media postings for Turf Tunes.
 - Worked with Natural Resources to create postcards for noxious weed notifications to owners.
 - Began preparation of ballot materials. Requested bids from potential new printers.
 - Participated in the annual employee summer kickoff event.
- **Community Development:**
 - Design Committee meetings are continuing to occur on a regular schedule, with multiple items on each agenda – the first May meeting consisted of 10 additions and 1 preliminary new home, and the second meeting consisted of two re-reviews.
 - There are currently (end of May) approximately 376 active projects/building permits (up by 89 from the previous month of April).
 - The number of applications submitted in May was down slightly from the same month in 2023 – from 121 in 2023 to 106 in 2024.
 - 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.
 - A discussion was held by the Design Committee to recommend a rule pertaining to tree protection for all areas other than single residential lots in Sunriver.
 - There are still 99 homes identified by the annual paint survey that have not been painted. A third letter has been sent.
 - There were no appeals of Design Committee decisions.
- **Natural Resources:**
 - Awarded 2024 commons ladder fuels reduction (LFR) and tree thinning contracts.

- Prepared and mailed LFR deficiency reminder postcards.
- Prepared and mailed noxious weed outreach postcards
- Continued GIS Platform Design project with IT Dept.
- Continued Oregon spotted frog spring monitoring and egg mass surveys.
- Responded to phone calls and performed site visits for private property LFR compliance and tree removal requests.

- **Public Works:**
 - Parks/Commons/Tennis
 - Fort Rock Park plan design in process.
 - The dog park project underway 80% completed still needs water and improved parking surface.
 - Pickleball court playing surface repaired.
 - Pickleball court additional emergency access to be installed this summer.
 - Landscape contractor in full swing with SROA review all area with the contractor on a regular basis.
 - Pathway/Roads
 - Crack sealing 80% completed for 2024.
 - Dust abatement applied to Canoe Takeout Road.
 - Surface treatment of Sky Park tarmac, and taxi way scheduled for June.
 - Slurry project at SROA main entrance and Ponderosa Road completed.
 - 4.5 miles of pathway sealing with work to start in June.
 - Drone survey for tunnel locations including River Road Wildflower completed.
 - Ladder fuels underway.
 - Fall overlay RFP developed and contractor selected (Tri County).
 - Developing RFP for FDR road project for fall 2024.
 - Fleet
 - Repairs completed by PW and reprogramming of the sweeper required transport to Portland for proprietary software reasons. Now back in service.
 - Repairs and service to SRFD tender and wildfire engines.
 - Facilities/Aquatics:
 - SHARC
 - Ordered replacement pool heater for outdoor, this is made to order item that is several weeks and addressing this now will prevent failure during the season.
 - Lighting for indoor pool will need to be completed in 2025 as we have failed wiring and fixtures that have isolated.
 - Anderson Pool Works failed expansion joint completed under warranty.
 - Concrete cleaning and sealing in several completed by PW staff.
 - Major cleaning of pools and surfaces completed during the warranty repair shut down.
 - Cleaned defender filters and serviced chemical injection systems.
 - MEMBERS POOL
 - Tile repairs for hot tub and pools.

- PW staff addressed the stone repair on lap pool after losing confidence in APW timeline of completing the repair before opening.
 - Reconditioned UV system.
 - Installed new computerized variable frequency drives for pool water feature.
- Public Works Building:
 - Lots of meetings but slow going on the roof and insulation system.
 - Should see a major uptick in activity this month.
 - On track to be completed by end of October 2024.
- Miscellaneous/Other:
 - The team really pulled together to complete the slurry project for managers, fleet mechanics, PW techs all the way to office staff.
 - Ethan is back from parental leave and in his absence Greg and Cory really stepped up to lead a new crew in something they have never done. GREAT JOB.
- **Recreation:**
 - Sales/Visits – YTD (3-31-2024)
 - 5,094 Memberships purchased YTD. The 2023 total was 7,287.
 - 823 homes are enrolled for 2024 RPP YTD vs. 868 YTD in 2023. This is 45 behind 2023 YTD. The primary reason for this is one property management company not enrolling 46 homes into the program for 2024. The 2023 year end total was 914.
 - 2024 SHARC saw 11,971 visits in May vs. 2023 at 11,188 and 2022 at 11,258.
 - The gate admissions in May 2024 was \$24,315 versus \$21,399 in 2023 with no increase in entry fees.
 - Operations
 - New Full Time Hire Scott Reese Recreation Programs Manager stated May 15th
 - Big Memorial Day Sunday & Monday: 5,403 vs 5,064 in 2023. Member Pool 466 vs 596 in 2023 followed by cold weekend of June 1st Full time seasonal operations start June 15th.
 - Sunriver Music Festival hosted a successful PB tournament weekend of June 1st.
 - Oregon Brotherhood of Wine, weddings and Quinceañera's are keeping the Events team busy.
 - Staffing
 - Operating at winter staff levels – except for the spring break weeks at the end of March.
- **Board Tasks for March:**
 - There will be an Executive Session at the May 17th Work Session but not at the May 18th Business Meeting.

To: SROA Board of Directors

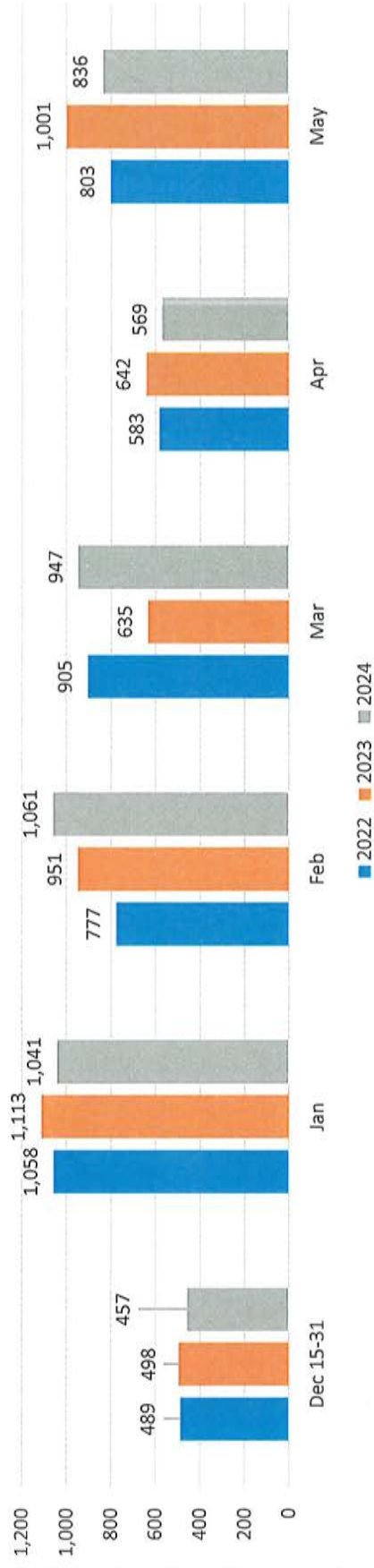
From: KEITH KESSARIS

Subject: May 2024 MEMBERSHIP SALES and ADMISSIONS ATTENDANCE

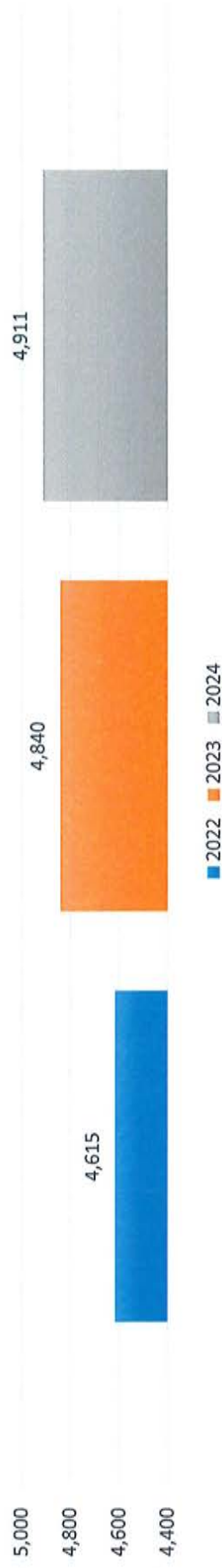
Created: 06-10-24

Membership Units Issued - Highlights

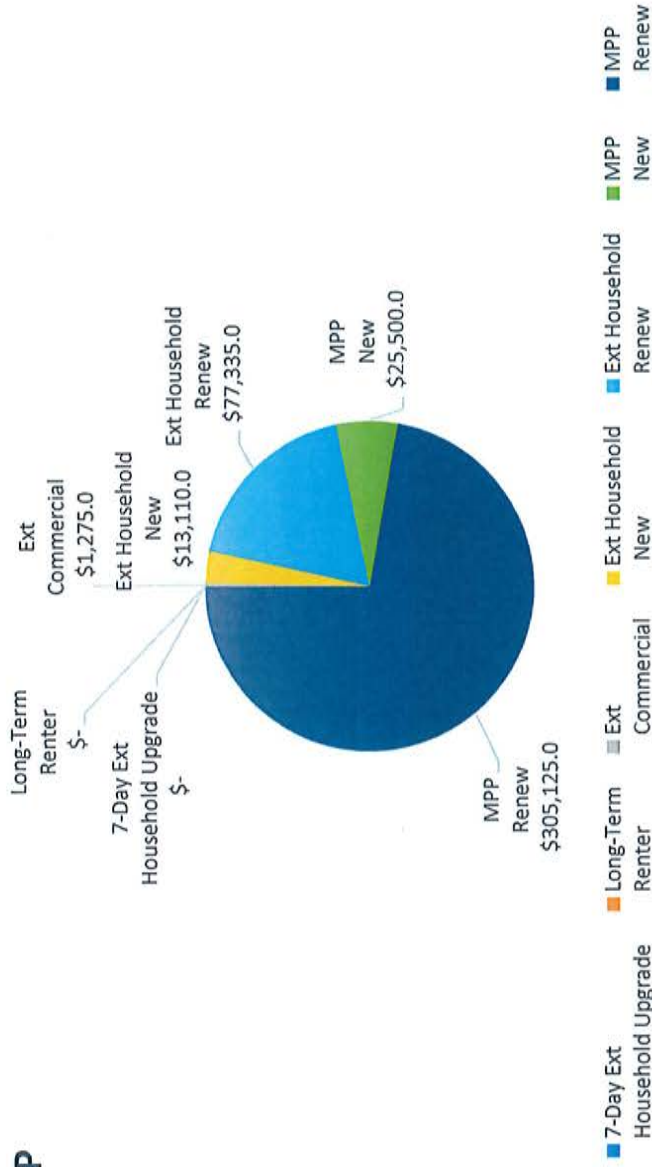
2022-2024 MPP Passes Issued By Month



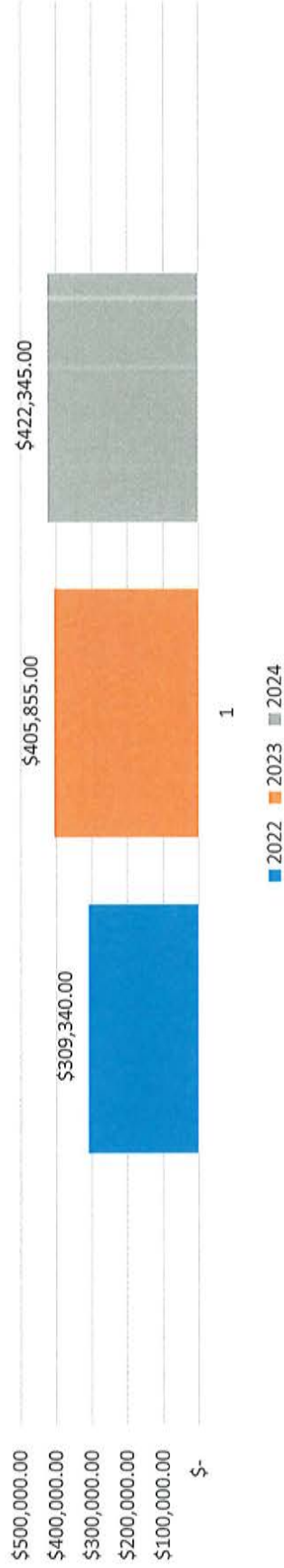
2022-2024 YTD MPP Total Passes Issued



2024 YTD MPP Income % of Total



2022-2024 YPT MPP Total Income



SROA Admissions Model Workgroup Monthly Recap: May 31, 2024

<u>Member Preference Membership issued - YTD as of:</u>	2024 vs 2023		
	5/31/2024	5/31/2023	Variance
Member Preference - Sold YTD 2024 (New)	340	405	-65
Member Preference - Sold YTD 2024 (Re-new)	4,076	3,894	182
Member Preference - Sold YTD (New & Re-New)	4,416	4,299	117
All membership including Extended Household/Commercial	4,894	4,850	44

Note: Total Member Preference sold '23 = 6,477, thru 12-14-23
 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

<u>Recreation Plus Program - 2024 YTD Sales</u>	2024 vs 2023		
	5/31/2024	5/31/2023	Variance
Rec Plus Renewals	795	848	-53
Rec Plus New	52	46	6
<i>(17 enrollments in May 24' vs 14 in 23')</i>	847	894	-47

<u>2024 Recreation Program Sales YTD by bedroom</u>			
5/31/2024	New	Re-new	
One Bedrooms (4 cards, \$1,323)	0	12	
Two Bedrooms (6 cards, \$1,984)	8	133	
Three Bedrooms (8 cards, \$2,646)	30	360	
Four Bedrooms (10 cards, \$3,307)	11	193	
Five Bedrooms (12 cards, \$3,969)	2	76	
SSD Purchase	0	1	
Six Bedrooms (14 cards, \$4,630)	1	12	
Seven Bedrooms (16 cards, \$5,292)	0	6	
Eight Bedrooms (18 cards, \$5,953)	0	2	
			Combined Total
2024 YTD Total	52	795	847
2023 YTD Total	46	848	894

<u>2024 & 2023 Recreation Program Sales YTD by type</u>	5/31/2024	5/31/2023	2023 Totals
RPP's by Individual Property Owners	300	305	313
RPP's by Property Managers/Condo Assoc's	547	589	605
RPP Total - Prop Owners & Prop Mgrs.	847	894	918

Facility - Event Space Rental/A/V/Linens/Bar Sales YTD vs Budget	(\$2,756)	YTD Sales Total	\$38,929
2024 Event Space Rental/A/V/Linens/Bar - Annual Budget	\$115,000		
YTD % of Annual Budget	33.80%		
# of Paid Events Booked from June - December as of 05/31/24	18		

Total overall admissions @ SHARC

Daily Admission Highlights:

	2024	2023	2024 vs 2023
	May	May	YTD
	11,288	9,997	1,291
Member Preference	3,099	2,808	291
Member Guest \$ (60% discount off Gate price)	81	65	16
Extended Household (Annual)	298	228	70
Recreation Plus	6,091	5,341	750
Gate Admission	875	767	108
Central Oregon Sundays - Off-Season only in 2024	29	69	-40

	2024	2023	2024 vs 2023
YTD Total SHARC Admissions - through 05/31	44,859	42,417	2,442

	2024	2023	2024 vs 2023
Member Guest Passes issued through YTD	38,620	31,790	6,830
Guest Passes redeemed at SHARC	1,904	1,878	26
Guest Passes redeemed at North Pool	98	130	-32

	2024 YTD	2023 YTD	24 vs '23 Tot
Member Pool Attendance	466	596	-130

2024 YTD Net Profit Tennis/Pickleball	(\$342)
YTD Net Profit vs Budget - Tennis/Pickleball	(\$8,741)

2024 Recreation Budget Goals/Year-end Totals	Total Budget	YTD Revenue 05/31/24	2023	2023
			2024 Annual Bgt YTD %	Annual Bgt YTD %
Note: Annual MPP, Ext. Household, Ext. Comm - Budget is:	\$632,065	\$424,465	67.20%	67.70%
Note: Annual Recreation Plus Budget is:	\$2,629,983	\$2,382,790	92.30%	96.90%
Note: Annual Gate Budget is:	\$580,357	\$57,850	9.90%	8.60%

Café	Season Sales	SROA 18%
	\$10,534.00	\$1,896.12

Note: Opened Mem Day Wkd

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: June 10, 2024 by: Keith Kessar

DIRECTORS REPORT FOR COMMUNITY DEVELOPMENT

MAY 2024

Line #	Community Development Activity	This Month				%Difference
		Previous month	Current	Current	Prior	Current/Prior
		Y-T-D	Month	Y-T-D	Y-T-D	
1	BUILDING PERMITS ISSUED FOR NEW HOMES	1	1	2	5	-60%
2	NEW CONSTRUCTION SUBMITTAL	3	0	3	6	-50%
3	REPLACEMENT HOMES (NEW CONSTRUCTION)	0	0	0	0	0%
4	MINOR ADDITIONS	9	1	10	18	-44%
5	ALTERATION/ADDITIONS	23	1	24	14	71%
6	COMMERCIAL PROJECTS	0	0	0	2	-100%
7	MULTI-FAMILY RESIDENCES	0	0	0	0	0%
8	COMMON AREA IMPROVEMENTS	0	0	0	0	0%
9	PRELIMINARY PROPOSALS	3	1	4	1	300%
10	RE-REVIEW APPLICATIONS	3	3	6	8	-25%
11	ADMINISTRATIVE APPROVAL APPLICATIONS	298	106	404	519	-22%
12	FOOTING INSPECTIONS PERFORMED	4	6	10	9	11%
13	FINAL INSPECTIONS PERFORMED	162	42	204	317	-36%
14	ESCROW INSPECTIONS PERFORMED	16	4	20	12	67%
15	OWNER CONCERN FORMS ANSWERED	29	6	35	19	84%
16	OWNER COMPLIANCE REQUEST FORMS SENT	83	20	103	65	58%
17	CONTRACTOR REGISTRATIONS 10/1-9/30/23	179	18	197	309	-36%
18	TOTAL WARNINGS ISSUED	3	0	1	4	-75%
19	TOTAL CITATIONS ISSUED	23	11	34	44	-23%
20	DESIGN REVIEW NOTICES MAILED	233	44	277	1475	-81%

ESCROW ACCOUNT BALANCE: \$93,500 AS OF 4/30/2024



Jacki Bue

Community Development Director

**SROA Natural Resources Department
May 2024**

Ladder Fuels Reduction (LFR) Program	May	Year to Date (YTD)	Previous YTD
Forest Management Permits*	36	633	862
Forest Management Notifications	1	4	NA
Courtesy Letters	0	423	601
Wildfire Outreach Self-Assessment Mailing	0	80	NA
Notice of Deficiency Advisory Letters	0	113	132
Notice of Deficiency Advisory Postcard 1	0	108	129
Notice of Deficiency Advisory Postcard 2	103	103	NA
Notice of Deficiency (30-day Notice) Letters	0	0	0
Notice of Deficiency Postcard 3	0	0	NA
Notice of Violations	0	4	0
Inspections (Final & Fall LFR, MPB, other)	26	41	0
LFR Contract Area Notification Postcards	0	230	475
Noxious Weeds Program			
Outreach Postcard	514	514	NA
Courtesy Letters	0	0	0
Notice of Deficiency Letters	0	0	0
Notice of Deficiency Reminder Postcard	0	0	0
Notice of Violations	0	0	0
Inspections completed	0	0	0
Other letters/postcards	0	0	0
Firewood Permit Program			
2024 Permits issued	5	94	185

* Includes permits issued with LFR courtesy and deficiency letters

** Correction

NA Not applicable

Department Highlights:

- Awarded 2024 commons ladder fuels reduction (LFR) and tree thinning contracts.
- Prepared and mailed LFR deficiency reminder postcards.
- Prepared and mailed noxious weed outreach postcards
- Continued GIS Platform Design project with IT Dept.
- Continued Oregon spotted frog spring monitoring and egg mass surveys.
- Responded to phone calls and performed site visits for private property LFR compliance and tree removal requests.

(4)
LIAISON & COMMITTEE REPORTS

MEETING MINUTES

Design

Finance

Owner Enrichment

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

Covenants (Met in Feb.)

**Design (Meet twice a month. There was only one meeting in Dec
due to lack of submittals and you received those minutes in
November.)**

Finance (Met on June 13th)

Nominating (Met on June 4th)

**Owner Enrichment Committee
(Met on June 13th)**



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
MAY 10, 2024**

PRESENT: Richard Look, Chairperson; Curt Wolf, Mary Beth Collon, Steve Bosson

**ALSO PRESENT: Scott Jackson, Design Review Planner; Scott Gillies, Board Liaison;
Jacki Bue, Community Development Director**

Design Committee Chair, Richard Look called the meeting to order at 10:05 a.m. The minutes of the 4/26/2024 meeting were approved.

PRELIMINARY ADDITION/ALTERATION

Lot #2 Colonial Lane

Project: Addition

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

Preliminarily approved subject to the following conditions:

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

1. The proposed plan remedies the driveway and rear deck encroachments into commons. Those proposed changes shall be completed.
2. The rear roof overhang was completed under different rules. While no approval could be found, it is impractical to change. This encroachment shall be allowed to remain per Section 2.02 of the Design Committee Manual.
3. The proposed driveway encroaches into the side setback and shall be reconfigured to remove this encroachment.
4. The proposed pergola has no details submitted and does not appear to meet the requirements of Sections 3.29.2 and 3.29.5 of the Design Committee Manual. If the pergola is desired, submit all specifications with the final submittal.
5. The following item is a recommendation for the applicant to consider:
 - a. Extend the roof over the area of the proposed pergola to provide a more cohesive design in this area. An added skylight might be needed for improved lighting in the adjoining room.

PRELIMINARY NEW CONSTRUCTION

Lot #9 Balsam Lane

Project: New Home

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

Preliminarily approved subject to the following conditions:

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

1. Upon final submittal, the following items are required to be completed:
 - a. Note accurate existing >4"dbh tree locations, type, and size on the site plan. Include any trees proposed for removal.
 - b. Break out, correct, and label the calculation for enclosed outdoor areas on the site plan per Section 3.15(b).1 of the Design Committee Manual (DCM). The a/c enclosure should not be included in this calculation.
 - c. Correct lot coverage ratio on Property Description Sheet.
 - d. In lieu of a landscape plan, indicate plans for restoration of the lot on page 5 of Form D, 1c.
 - e. The proposed sealed glass fireplace shall conform to specifications set forth in Section 3.23 of the DCM and Section 4.03(B) of the Sunriver Rules and Regulations.
 - f. Show house number on the front elevation in conformance with Section 4.02(L) of the Sunriver Rules and Regulations.
 - g. Ensure hot tub conforms to Section 3.15 of the DCM and will not be visible from off-property.
 - h. Complete all items on the Final Review Checklist on Form D.
2. The following items are recommendations for the applicant to consider:
 - a. The center and right-hand windows on the west wall of the great room are too narrow for the wall. Consider making them a little wider, like the left-hand windows to reduce massing.
 - b. The street view from White Elm includes small windows and a solid, almost uninterrupted garage wall. Consider adding a horizontal window or other embellishment to the garage wall to reduce massing.

RE-REVIEW

Lot #2 White Elm Lane

Reconsideration of denied shade structure.

The Committee rescinded the denial decision of 4/23/24 for the following reasons and with the following conditions:

1. Due to the unique circumstances on this property: the pergola has been there for 6 years without neighbor comment and is not highly visible.
2. In the future, if any substantial changes are made to the property, the pergola/shade structure will be required to comply with all current Design Committee rules in place at that time.

Respectfully submitted,



Richard Look
Design Committee Chair

electronic signature used with permission



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
MAY 24, 2024**

PRESENT: Richard Look, Chairperson; Curt Wolf, Theresa Youmans, Steve Bosson

ALSO PRESENT: Shane Bishop, Design Review Planner; Jacki Bue, Community Development Director

Design Committee Chair, Richard Look called the meeting to order at 10:00 a.m. The minutes of the 5/10/2024 meeting were approved.

RE-REVIEW

Lot #18 Bunker Lane

Reconsideration of hot tub screen wall height

Rescind the denial decision dated 5/1/2024. A 5 ft. privacy wall height from the deck floor on the north and west walls are approved as requested on 4/29/2024.

Lot #11 River Rd

Reconsideration of exterior lighting layout

Uphold the denial decision for 8 pathway lights dated 4/12/24. The previous approval for 6 pathway light locations is still valid and approved 4/30/24.

Other Business:

There were no other items discussed at this meeting. The 2 items listed on the agenda will be discussed at the June 14th Design Committee meeting.

Respectfully submitted,

Richard Look
Design Committee Chair

electronic signature used with permission

Finance Committee Minutes
May 16, 2024
SROA Board Room

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

Alternate Members Present: Via zoom: Betsey Nelson

Staff Present: Joe Healy, James Lewis

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

Approve Minutes from April 18, 2024

The Committee unanimously approved the Finance Committee minutes of April 18, 2024.

Review of April 20, SROA Board Actions

There were no comments on the April 20, 2024 SROA Board Actions Items

Approve April 30, 2024 Unaudited Financial Statements

For the month ended April 30, 2024, there was a net operating surplus of \$32,593 which was \$55,359 better than the budget. Operating revenues were under budget by \$19,953 due to Recreation Plus Card sales and community development fees. Salaries and wages were under budget by \$25,110 due to open positions in public works and recreation departments. As of this report date, all f/t recreation positions have been filled. Burden was under budget by \$21,785 due to the open positions and use of forfeiture funds for employer 401k match. Material and services were under budget by \$23,345.

For the first four months of 2024, there was a net deficit of \$123,430 which was \$32,271 better than budget. Operating revenues were under budget by \$48,832 due to Recreation Plus, community development fees, and contracted vehicle repairs with the Sunriver Service District. There have been forty-nine fewer RPP passes sold in 2024 compared to the same time frame as 2023. Legal fees were over budget by \$65,368 through the first four months of 2024. Salaries and burden were under budget by \$108,896 through the four months of 2024 due to open f/t positions and the use of forfeiture funds.

In April, thirty-one homes were converted to bulk fiber and transitioned to SROA billing.

As of April 30, 2024, there was a combined operating and non-operating surplus of \$856,921 which was \$59,875 better than budget.

Cash Flow Update

As of April 30, 2024, there was \$18,614,391 in total cash and investments of which \$5,317,157 was in the operating fund.

Public Works Building Reserve Transfer

The Committee unanimously approved the transfer of \$233,258.16 from the Capital Reserve Fund to the Operating Fund for expenditures on the public works building.

The meeting adjourned at 9:47AM

The next Finance Committee meeting is set for June 13, 2024 at 9AM

Submitted by Joe Healy

**Sunriver Owner Enrichment Committee
Minutes from May 8, 2024, 2:00pm**

Call to order: 2:02pm

Attendance: Chair Mark Fisher, Kathy Vogel, Jerry Jeldness, Paul Ash, Susan Jain, Sandy Appleby, Carol Mosman, Al Klascius, Katie Keller, Asst. General Mgr. Keith Kessar, Events Manager Beth Herron, Events Manager II Reghan Hope, Board Rep. Linda Beard

Absent: Meagan Iverson

Approve Minutes from April 10, 2024 meeting:

Paul Ash moved to approve, Katie Keller second. All in favor

SROA Board & SHARC Update:

Linda Beard had nothing to update us from the Board.

Beth Herron introduced Reghan Hope as the new Events Coordinator. She also noted Benham Hall has been repainted, new lights installed and a new floor will be put down in October.

Current/In Progress OEC Activities

Sunriver You - Katie Keller

Upcoming classes: What to know to be an informed dental consumer, Sunriver Best Hikes, Pétanque, SROA Board Candidate Forum, Fire Ecology & Lake Abert.

Spring Fling Dance - Sandy Appleby

75 Attendees at the dance. All went well. Expenses \$2500 Income \$1905

Country Line dancing was suggested and Keith has a friend who teaches line dancing and will pass info onto Sandy.

Yoga in the Park - Kathy Vogel

Kathy passed out a proposal for yoga to be held mid-June until the end of August. Keith said SROA may also be planning a yoga class so there was discussion of having one or the other or both. Keith, Kathy and Leigh Anne will meet to figure out logistics.

Community Awareness:

We need to get the word out about Owners Happy Hour. Some discussion about having one at the North Pool. Keith and Leigh Anne will meet regarding event at North Pool.

Dog Park Opening:

Keith said there is a projected soft opening by Memorial Day but not all amenities will be available. OEC is planning a Grand Opening on June 15th at 4pm. Susan, Paul and Jerry will meet with Keith to start planning.

Future Events:

Dog Parade - Paul said he is shooting for October 12th but it's not firm.

Chamber Music - Paul is thinking of having one at his home to get the idea off the ground. Linda offered her home as a possible location.

Meeting Adjourned at 2:51pm

Respectfully submitted, Katie Keller

Next Meeting is Wednesday June 12 at 2pm

(5)

SUNRIVER SERVICE DISTRICT REPORTS

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

Becki Sylvester

From: Dana Whitehurst <danaw@sunriverfire.org>
Sent: Monday, June 10, 2024 3:25 PM
To: Becki Sylvester
Subject: RE: Police and Fire Stats

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

Oopsie. We really didn't think this through. Our meeting isn't until next week and so we were going to turn in Stats on Friday. There won't be a Meeting report from Fire because Chief Boos won't be here until Friday. He is in New York. I can send you Fire stats. Katie doesn't have time today to do Police stats and there won't be anything from SSD, unless Mindy already sent it. She is out until Wednesday.

Sorry about that.

Dana

From: Becki Sylvester <beckis@srowners.org>
Sent: Monday, June 10, 2024 1:08 PM
To: Katie Warren <katie.warren@sunriverpd.org>; Dana Whitehurst <danaw@sunriverfire.org>; Heather McGuire <hmcguire@sunriversd.org>
Subject: Police and Fire Stats

Hi Ladies,

SROA's board meetings are this Friday and Saturday, the 14th & 15th (our Sat meeting is ALWAYS the 3rd Saturday of the month) so I'm looking for department stats from Police and Fire.

Thanks,

Becki Sylvester
Executive Assistant
Sunriver Owners Association
541-593-2411 Fax 541-593-5669
PO Box 3278, 57455 Abbot Drive
Sunriver OR 97707

“A”

Committee & Task Force Actions

Appointment

Jerry Jeldness – Owner Enrichment Committee

(Board action required.)

SROA BOARD ACTION REQUEST

COMMITTEE: Owner Enrichment (OEC)

DATE: 6/15/24

SUBJECT: Committee Member Appointment

ACTION REQUESTED: I, Director _____, move to approve the appointment of Jerry Jeldness as a member of the Owner Enrichment Committee.

ATTACHMENTS: (Y)

- Completed Volunteer Service Form

SUBMITTED BY:

Name
Mark Fisler

Position
OEC Chair

Today's Date

02/22/2024

Name

Jerry Jeldness

Sunriver Property

8 Muir Lane

Mailing Address

21889 SW 107TH AVE

Tualatin, OR 97062

Cell Number or Landline

503.849.9062

Email

jeldness@gmail.com

Experiences:

I have 25 years' experience in mechanical construction, from project engineering to corporate operations. I've spent the last 7 years in charge of various departments including IT, automation, marketing, and Data Services

My interests are:

I am an avid golfer, bicyclist, and dog person. My wife and I have joined various Sunriver clubs, including the new board game club and look to get even more involved.

I have expertise in:

Mechanical construction, Information Technology, data analysis, operations, project management.

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

Available Committees

Covenants Committee

Design Committee

Finance Committee

Owner Enrichment Committee ✓

SROA Board of Directors

Task Force or Work Group

Election ✓

Thank you,

Sunriver Owners Association

“B”

Committee/Task-Force Action Requests

No committee Actions this Month

(No Board action required)

Board Book Section

“C”

Accept 2023 Audit Results

(Board Motion Required)

SROA BOARD ACTION REQUEST

SROA DEPARTMENT: Finance

DATE: June 15, 2024

SUBJECT: Accept the 2023 Audit

ACTION REQUESTED- I, Director _____ move to accept the 2023 Audit prepared by Price, Fronk & Co. as presented.

ATTACHMENTS: Copy of 2023 Audit & Cover Letter

Please note: Controller Healy will have the audit on Tuesday at which time it will be emailed to you and hard copies will be provided at the Work Session on Friday.

SUBMITTED BY:

Name

Joe Healy

Position

SROA Controller

Board Book Section

“D”

**SROA Employee Handbook Necessary Changes to
meet State of Oregon Requirements**

(Board Motion Required)

Board Book Section

“E”

Election of 2024/25 SROA Board Officers

(Board Motions Required)

Board Book Section

“F”

Other Business

Board Book Section

“G”

Executive Session

**(There will be the need for an Executive Session on
Friday to discuss a legal matter.)**

SECTION "H"

SUNRIVER RECYCLING 2022 to Q1 2024

5/5/2024

Depot Recycling

	2022		2023		2024	
	Tonnage	Haul Count	Tonnage	Haul Count	Tonnage	Haul Count
Jan	39.12	69	31.83	62	24.18	41
Feb	30.21	60	19.07	39	19.41	38
Mar	36.27	71	21.66	41	18.93	39
Apr	32.49	63	21.84	40	62.52	118
May	42.4	71	27.36	44	-13.8%	% decrease 1st Qtr 2023 to 2024
Jun	44.39	73	30.40	52	-40.8%	% decrease 1st Qtr 2022 to 2024
Jul	55.86	89	40.00	69	Haul Count	
Aug	60.76	103	32.88	64	-16.9%	% decrease 1st Qtr 2023 to 2024
Sep	40.51	79	23.76	52	-41.0%	% decrease 1st Qtr 2022 to 2024
Oct	35.79	74	22.11	49		
Nov	32.81	62	21.36	46		
Dec	35.9	73	23.04	49		
Grand Total	486.51	887	315.31	607		
	% decrease 2022 to 2023		-35.2%	-31.6%		

COMPARING 2022 to 2023 Depot volumes have decreased 35.2% & Haul Count decreased 31.6%.

COMPARING Q1 2022 to Q1 2024 Depot volumes have decreased 40.8% & Haul Count decreased 41.0%.

Side Yard Recycle

	2023 Tonnage	Q1 2023		Q1 2024	
		Tonnage	Tonnage	Tonnage	Tonnage
Jan	10.8	10.8	25.92		
Feb	7.92	7.92	26.09		
Mar	12.64	12.64	19.94		
Apr	12.64	31.36	71.95		
May	15.47		129.4%		% increase 1st Qtr 2023 to 2024
Jun	15.89				
Jul	19.39				
Aug	28.86				
Sep	24.38				
Oct	17.63				
Nov	21.94				
Dec	23.96				
Grand Total	211.52				

COMPARING Q1 2023 to Q1 2024 Side Yard volumes have increased 129.4%.

January 2023 was beginning of side yard program.

Total Depot & Side Yard Recycle

2022	Tonnage	2023
486.51	Depot	315.31
	Side Yard	211.52
486.51	Total Recycle	526.83
% Increase 2022 to 2023		8.3%

COMPARING Total Tonnage Both Depot & Side Yard 2022 to 2023 volumes have increased 8.3%.

SUNRIVER OWNERS AND RENTERS

Which of these statements best reflects your opinion about future Sunriver amenities, facilities, and program development?	Future amenities should be accessible only to owners	Future amenities should be accessible mostly to owners	There should be a balance between owner and renter access	Future amenities should be accessible mostly to renters	Future amenities should be accessible only to renters
2014	7%	20%	64%	7%	2%
2017	11%	25%	60%	4%	1%
2021	9%	23%	61%	5%	3%
2024	12%	34%	53%	1%	

Which of the following statements best reflects your opinion about SROA Board decisions?	Decisions completely favor full-time residents	Decisions mostly favor full-time residents	Balance between full-time and part-time residents	Decisions mostly favor part-time residents	Decisions completely favor part-time residents
2014	5%	24%	62%	7%	2%
2017	3%	19%	69%	8%	1%
2021	3%	18%	71%	6%	2%
2024	4%	23%	65%	6%	1%

GARBAGE/RECYCLING

Do you use the existing Recycling Center in Sunriver?	Yes	No
2024 percent	70%	30%
2024 number	1,558	676

Which types of items do you recycle at the existing Recycling Center? (select all that apply)	Cardboard	Mixed recycling	Glass
Overall percent	58%	49%	46%
Total number	1,420	1,214	1,123

Which best describes your yearly garbage/recycling subscription?	Year-round	Seasonally	Do not subscribe to garbage/recycling service in Sunriver
Overall percent	65%	20%	15%
Total number	1,442	445	333

What is your major reason for not using side-yard recycling services in Sunriver? (select all that apply)	Cost	Do not use enough	Use existing Recycling Center	Other major reason
Overall percent	17%	53%	41%	25%
Total number	55	177	136	82

How would you rate your garbage services in Sunriver?	Poor	Fair	Good	Very good	Excellent	Average
2024 percent	1%	5%	18%	38%	37%	4.06
2024 number	21	95	338	710	694	1,858

How would you rate your side-yard recycling services in Sunriver?	Poor	Fair	Good	Very good	Excellent	Average
Overall percent	6%	10%	24%	32%	29%	3.68
Total number	88	150	372	485	443	1,538

If the Recycling Center is eliminated, how will you recycle items?	Will add to side-yard Sunriver recycling	Will add to garbage	Will take to Knott Landfill	Will take to La Pine Transfer Station	Will take to other home
Overall percent	44%	35%	9%	9%	19%
Total number	1,086	861	210	221	476

ACTIVITIES IN SUNRIVER

Did you purchase/renew or plan to purchase/renew your Member Preference Card (Owner I.D. card) for 2024?	Yes	No
2017	82%	18%
2021	79%	21%
2024	85%	15%

Were multiple Member Preference Cards purchased for your Sunriver property?	Yes	No
2024 percent	59%	41%
2024 number	1,269	873

How often do you and your household use/visit the following SROA amenities/facilities per year:	Never	Less than 3 times	3 – 5 times	6 – 10 times	11 – 20 times	More than 20 times
SHARC?						
2017	11%	23%	17%	18%	14%	18%
2021	15%	24%	15%	16%	11%	19%
2024	10%	21%	18%	17%	12%	21%
Member Pool						
2024	20%	21%	18%	18%	13%	10%
Paved pathways?						
2017	1%	3%	6%	11%	13%	67%
2021	1%	2%	3%	5%	10%	78%
2024	1%	2%	4%	6%	12%	76%
Outdoor tennis courts?						
2017	64%	21%	7%	4%	3%	2%
2021	58%	20%	9%	6%	3%	4%
2024	59%	18%	10%	6%	3%	4%
Pickleball courts?						
2017	77%	12%	4%	3%	2%	2%
2021	64%	14%	8%	6%	3%	4%
2024	49%	17%	11%	9%	6%	9%
Petanque courts?						

SUNRIVER RECYCLING CENTER USE SURVEY

Dec 2023/Jan 2024

SUMMARY

	<u>Number</u>	<u>Percent</u>
Total Owner or Local Residents Responses	83	100.00%
Sunriver Owner	43	51.81%
Full Time	20	24.10%
Part Time	23	27.71%
All Other Local Residents (DRRH, Spring River, Lazy River, River Meadows, Caldera)	40	48.19%

Response from Owners and Local Residents

	<u>Yes</u>	<u>No</u>
Subscribe to/Use Side-Yard Recycling	12	31

	<u>No Room</u>	<u>Cost</u>	<u>Other</u>
Obstacles to Using Side-Yard Recycling	3	2	5

	<u>Weekly</u>	<u>2x per Week</u>	<u>Monthly</u>	<u>2/3 x per Month</u>	<u>Occasionally</u>
Depot Use Frequency	14	4	17	5	4

	<u>Put in Trash</u>	<u>Transfer Station</u>	<u>Side Yard</u>	<u>Not Sure</u>	<u>Take Home</u>
If the depot is discontinued, what would you do with recyclables?	13	33	5	4	1

Response from Guests

	<u>Number</u>
Number of Guests Responding	19

	<u>Yes</u>	<u>No</u>
Subscribe to Side-Yard Recycling	3	4

	<u>No Room</u>	<u>Cost</u>
Obstacles to Using Side-Yard Recycling	3	4

	<u>Put in Trash</u>	<u>Transfer Station</u>	<u>Side Yard</u>	<u>Not Sure</u>	<u>Take Home</u>
If the depot is discontinued, what would you do with recyclables?	5	3	1	2	4

EXAMPLE

RECYCLING IN SUNRIVER

DATE: 27 DEC 25

SUNRIVER OWNER? Full-time Part-time ___ GUEST/RENTER: Yes ___ No ___

AREA RESIDENT? DRRH ___ OWW 1-2 ___ Spring River ___ Fall River ___ Lazy River ___
Vandevert/Blue River ___ Crosswater ___ Caldera ___ Other _____

DO YOU SUBSCRIBE TO SIDE-YARD RECYCLING AT YOUR SUNRIVER HOME? Yes ___ No

HOW OFTEN? Weekly ___ Regularly ___ Occasionally ___ Infrequently ___

PRIMARY MATERIALS YOU RECYCLE AT HOME:

Glass ___ Paper/Cardboard ___ Aluminum ___ Plastics ___ Other _____

OBSTACLES TO USING SIDE-YARD RECYCLING: Can size ___ No Room ___ Cost ___ Other

DEPOT USE FREQUENCY: Weekly ___ 2x Week ___ Monthly 2-3x Month ___ Quarterly ___

PRIMARY MATERIALS YOU RECYCLE AT THE DEPOT:

Glass Paper/Cardboard Aluminum Plastics Other _____

IF THE DEPOT WAS DISCONTINUED, WHAT WOULD YOU DO WITH YOUR RECYCLABLES?

Put in Trash Take to Bend/La Pine Transfer Stations ___

RECYCLING IN SUNRIVER

DATE: 27 DEC 25

SUNRIVER OWNER? Full-time ___ Part-time GUEST/RENTER: Yes ___ No ___

AREA RESIDENT? DRRH ___ OWW 1-2 ___ Spring River ___ Fall River ___ Lazy River ___
Vandevert/Blue River ___ Crosswater ___ Caldera ___ Other _____

DO YOU SUBSCRIBE TO SIDE-YARD RECYCLING AT YOUR SUNRIVER HOME? Yes ___ No

HOW OFTEN? Weekly ___ Regularly ___ Occasionally ___ Infrequently ___

PRIMARY MATERIALS YOU RECYCLE AT HOME:

Glass ___ Paper/Cardboard ___ Aluminum ___ Plastics ___ Other _____

OBSTACLES TO USING SIDE-YARD RECYCLING: Can size ___ No Room ___ Cost ___ Other _____

DEPOT USE FREQUENCY: Weekly 2x Week ___ Monthly ___ 2-3x Month ___ Quarterly ___

PRIMARY MATERIALS YOU RECYCLE AT THE DEPOT:

Glass Paper/Cardboard Aluminum Plastics Other _____

IF THE DEPOT WAS DISCONTINUED, WHAT WOULD YOU DO WITH YOUR RECYCLABLES?

Put in Trash ___ Take to Bend/La Pine Transfer Stations ___ CURBSIDE