

SUNRIVER OWNERS ASSOCIATION
Board of Directors Work Session
November 15, 2024 @ 9:00 A.M.
SROA BOARD ROOM, 57455 ABBOT DRIVE &
VIA YOU TUBE LIVE STREAM
AGENDA

- 9:00 A.M. Owners Forum
- Jim Scholtes -ODOT Regional Manager – Hwy. 97 Winter Maintenance (Oral)
- 2025 Budget Discussion – GM Lewis & Controller Healy (Section “D”)
- Deschutes County No Shooting Zone Creation Follow Up – GM Lewis (Section “H”)
- Lava Butte Bike & Pedestrian Plan Recommendation – GM Lewis & PW Director Smith
(Section “I”)
- Nominating Committee Proposed Charter Revisions – HR Director Kellie Allen (Section “B”)
- SR Women’s Bridge Group Official Club Recognition Request – Assistant GM Kessarís
(Section “F”)
- SR You Request – 2025 SROA Work Plan Presentation– February 2025 – GM Lewis Oral
- SR Resort Maintenance Fee Agreement Update – GM Lewis Oral
- Admissions Model Workgroup Update – Assistant GM Kessarís (Section 3 behind GM report)
- Review 11/16/24 Board Meeting Agenda
- Other Business
- Executive Session
(Potential to consult with legal counsel and/or consider personnel, contractual or legal matters if the Board determines an Executive Session to be advisable after a vote.)
- 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
November 16, 2024 @ 9:00 A.M.
SROA BOARD ROOM, 57455 ABBOT DRIVE & VIA YOU TUBE
AGENDA -REVISED

- 9:00 Owners Forum
- 9:15 Owners Forum Follow Up from Previous Month
- 9:25 Recap of November 15th Board Work Session
1. 9:30 Review and Approval of Board Meeting Minutes from October 4, 18 & 19, 2024
2. 9:35 Financial Report: Oct. 2024 – Board Action Request: Approve Unaudited October Financials
3. 9:50 General Manager Report
4. 10:15 Committee Reports
5. 10:20 Sunriver Service District Reports
- A. 10:25 Committee/Taskforce Membership Actions
- B. 10:30 Committee/Taskforce Action Requests – Nominating Committee Charter
- C. 10:35 Board Action Request: Approve 2025 Maintenance Fees
- D. 10:40 Board Action Request: Adopt 2025 Operating Budget
- E. 10:45 Board Action Request: Approve 2025 Skypark Assessment Amount
- F. 10:50 Other Business
- G. 11:00 Executive Session – (Potential to consult with legal counsel and/or consider personnel, contractual or legal matters if the Board determines an Executive Session to be advisable after a vote

Adjourn

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

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(1)

Approval of Minutes from:

October 4th 2025 Goal Setting Work Session

October 18th Board Work Session

October 19th Board Meeting

(3 Board Motions Required)

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS GOAL SETTING MEETING
SROA BOARD ROOM
OCTOBER 4, 2024**

DIRECTORS PRESENT: Bill Burke, Clark Pederson, Linda Beard, Mark Murray, Randy Schneider

DIRECTORS PRESENT VIA ZOOM: Veronica Jacknow, Gerhard Beenen, Keith Mobley & Brad Banta

STAFF: James Lewis, Keith Kessarais, Patti Gentiluomo, Joe Healy, Leigh Anne Dennis, Jacki Bue, Kellie Allen, Gary Seifert, Susan Berger & Richie Villagrana

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

NUMBER OF ATTENDEES: 0

OWNERS FORUM: No owners addressed the Board.

GM Lewis kicked this session off noting that it is his understanding that the Board has not, at least in recent history, had a goal setting, work plan discussion to help set some parameters for the budget that staff is currently working on for 2025 and that will be presented to the Board in another two weeks. This came about as a result of the 2030 Strategic Plan being completed and the need to take into account all the community input provided in that document.

Today is less of a formal meeting and more the opportunity to provide for a discussion between the Board and staff. Each year the staff presents the Board with a work plan and a budget along with items, programs, and projects for the upcoming year. Now with the Strategic Plan adopted and in place with some prioritized action items that were received via input from the community, is the time to hear from the Board. Ultimately, the Finance Committee and the Board both review and approve the budget so it is really looking at a collaboration of those different elements and get to a pretty specific directive of what the Board wants staff to come back and work on budget wise.

As we move forward into 2025 we are working or planning work on those things that were heard from the Board, staff, and the Strategic Plan. We have resources that have been attributed to those items which also provides direction for staff. Additionally, for the Board, staff, and community as a whole, this meeting takes all the elements into consideration and is something the Board and staff can then rely on when talking with other community members.

GM Lewis commented that the staff members would provide a brief overview of their prioritized staff work plan items for 2025.

In regard to Administration, a thorough review of the Sunriver Rules & Regulations will be conducted with the assistance of the Covenants Committee and a taskforce. Pathway safety is a major concern and there will be a Pathway Safety Task Force appointed to explore the issue in more depth and provide a report to the Board. We will also be looking at revising the Bylaws related to the Election Committee process. We will continue to seek new/additional ways to communicate with owners. Lastly, Deschutes County Road Department is looking at putting a roundabout at the intersection of Spring River Road and South Century Drive. The County has indicated their plan is not set in stone, but they would like the right to enter Sunriver to do the necessary surveying. GM Lewis has not agreed to anything as the current

design pushes that roundabout up into SROA common area right in some folks backyards. GM Lewis mentions this as the County will start a public process on the design and budget wise this will most likely end up involving legal counsel which will have budget implications.

President Beenen interjected that in looking over the Board comments he believes there is good alignment on pathway safety, the election committee process, rules & regulations, and communications. GM Lewis added he feels the goal at the end of this is where do we have what he refers to as the three-legged stool that includes the Board, the staff, and the Strategic Plan. Naturally when there is overlap between all three of those on something it makes it easy to agree, plan, and budget for a particular item or project. If there is one outlier then it might not rise to a project that we fund in the 2025 budget.

HR Director Kellie Allen noted that all the things listed on the work plan provided to the Board are all things that were presented to the Board and Finance Committee a few weeks ago. Ms. Allen noted how nice it would be to add a ½ time HR Assistant to assist with the onboarding of the many seasonal employees we have as it is becoming too much for one person who is also trying to keep up with legislation and numerous other things that must be kept track of.

A shift in pay calculation is the result of the recently completed wage study shifting how we allocate funds for increases for employees every year to incorporate cost of living and merit increases. We are also looking to formalize more staff training and career development to ensure employees have access to the training they need to best do their job. Overall, we currently do a good job with that but there are pieces on which we could focus more heavily.

Staffing redundancy is where SROA is very lean so if a key employee leaves, that will create a noticeable gap. Additionally, there are some folks that have been here a long time that are getting close to the point that they are ready to retire. GM Lewis commented that for instance if Kellie Allen were to win the lottery tomorrow and leave SROA, we would have no HR director. Lastly, having a Human Resources Information System (HRIS) that is really functional and up to date and allows our employees to do their job such as approving timecards, time off requests, etc. in the most efficient manner would be a welcome change to what staff currently uses.

When asked to rank these items by priority Ms. Allen responded first and foremost, her concern is always taking care of and making sure that we are meeting all of our compliance obligations and making sure that the staff is taken care of. This includes making sure the staff is properly compensated, something that is always going to be pretty high on the priority list for her. In regard to staff training and career development, if we are not taking care of our people, we are not going to have good people. As an organization we cannot continue on if we do not have the right people to do the work. To that end, Ms. Allen often puts those things ahead of her own personal needs but that is also to the detriment of the HR department and ends up being a detriment to other employees. Having a highly functional HRIS system along with having some part-time help in the summer months, something that has been kicked down the road more than once, would go a long way in making SROA more efficient.

Recreation Director Leigh Anne Dennis, in order of priority, would list first the request for the addition of another full-time Member Services/Front Desk person. We are in the customer service/hospitality business and the volume of people that SHARC sees throughout the year now is requiring that we have more staff. This year we really had to pivot at the Member Pool and with pickleball and tennis where that volume has increased to the point that we need another full-time person as opposed to the part-time staff we have used in the past. Due to the complexity of how we do business, who is member, who is not a member, etc. is not out and dried and requires someone who is here year-round and understands the ins and outs of SROA.

Second on Ms. Dennis' list is an update of the Member Preference and Recreation Plus Programs (RPP) card and membership system. This item has been on Ms. Dennis' list since she returned to SROA three years ago. There has been little to no change to the system that was put in place twelve years ago when SHARC opened. The steps to issue a membership, an RPP pass, or a replacement card are cumbersome and time consuming. There are now digital programs available that are much quicker and more efficient.

Third for Ms. Dennis would be the remodel of the office space for the recreation staff. Having been here when the plan was developed, that office was designed for two full-time people and one half-time person. Currently, there are six employees housed in that space. It is a completely open floor plan which lends itself to becoming chaotic at numerous times throughout the year.

Over the last two years there has been a significant increase in the use of the fitness area which needs to expand to accommodate the current demand for use from owners. The Café has also reached the level of operations warranting a larger and more efficient space given the sizeable revenue generator that it is in the summer months. They are hamstrung by efficiencies as well and being able to serve the patrons while avoiding having a long line of people waiting for their food is something that needs serious consideration. The number of owners using the owner's living room has also greatly increased yet the patio area just outside of the living room rarely gets used. This area can easily be incorporated into the existing living room to offer more places for owners to come and relax or for small book clubs or the like to meet.

Reserve items and capital expenditures which would include work on the North Tennis building, additional fitness equipment and additional shade structures round out Ms. Dennis' list of priorities.

In Public Works Director Mark Smith's absence, GM Lewis reported the three things Mr. Smith has listed are riverbank restoration, which is something that has been brought to the attention of the Board and that the GM has discussed with the Board previously noting that there are three areas in particular where we are seeing major degradation of the riverbank. One area is just south of Cardinal Landing Bridge where the pathway comes really close to the riverbank on an outside bend in the river. We want to address it soon to prevent any erosion that could end up undermining our pathway. There is another area right by Cardinal Landing Bridge and one at Mary McCallum Park where people, despite the rule against it, are loading and unloading watercraft.

Also on Mr. Smith's list is the long-time need for a pathway between Circles 2 and 3. This would include the construction, road modifications, etc. to create a safe way for cyclists to travel between those two areas without being on Abbot Drive.

Lastly, there are the improvements to Fort Rock Park. We have a conceptual plan that will be broken into phases with the first phase being the playground area as it gets a lot of primary use by families.

GM Lewis also commented that the tunnel close to the Wildflower condominiums that was to be replaced this year will not happen after all. Despite two set of locates being done at that location, as excavation progressed they found a six-inch natural gas line, which is substantial. That of course means the gas company has to get involved to determine if a gas line can be moved or not. Trying to get onto the gas company's schedule before the end of this year was not possible so the project has been pushed into next year. Additionally, asphalt plants will be closing next month, and they are closed until March. What was torn out will be repaved and we are currently working through who is liable for the time and expense from the gas line not being identified despite two different set of locates being conducted.

IT Director Gary Seifert reported that the IT department is potentially looking at replacement of the point of sale (POS) system to increase efficiency on new member cards and bringing in new members into the system. This could be Jonas or another program.

Solidifying the database system structure and plan for replacement by 2026 due to end to life status, an issue that has been dogging us for quite a while. Additionally, Crystal reports, which is the reporting tool for our database is also at the end of useful its life at the end of December 2024, so a replacement is being looked into for that.

Implementation of a Payment Card Industry Data Security Standard (PCI DSS) review and policy.

Finishing the migration of legacy Geographic Information System (GIS) solution to a standardized GIS platform.

Beginning the update of three-year IT Strategic Plan/Roadmap (fall of 2025) currently in year two of three.

Communications Director Susan Berger noted that as has been mentioned often, printing challenges will continue, and staff will continue to keep their finger on the pulse of what is happening while exploring additional options.

Ms. Berger's number one priority is if she does decide to retire after next year, which is a going to leave a sizeable gap. Her's is a very hybrid position requiring a journalism background with a variety of other skills and abilities such as marketing, messaging, creating content and graphics, etc. to facilitate all that the department encompasses. Ms. Berger knows from experience that it has been a struggle to find replacements for somebody in secondary or third positions in the department let alone a director. HR Director Allen added that Ms. Berger's department is not the only department that has these hybrid positions where it is hard to find a singular person who has the experience and is interested in taking on all the pieces of the role.

Ms. Berger noted her department is always seeking new and/or additional ways to communicate with owners and guests. While a good number of owners are engaged and receive eblasts and updates, there is a faction of the community that may never sign up to receive that information no matter how hard we try to coax them along. Ms. Berger reported that the Natural Resources Department sent out a series of postcards on ladder fuels and noxious weeds deadlines this year in an effort to both remind owners of the work that needed to be done and keep the deadline fresh in the minds. Some people read them, and some did not. Per usual, a good number of people got the postcard and did not bother to read any of the information before they picked up the phone to call SROA and ask to have it explained to them.

Controller Joe Healy reported the accounting department will continue to add and begin to bill more owners for their TDS internet service as more homes are connected to the service.

SROA will continue to maximize our interest income to the best of our ability.

The fixed asset software for the accounting department is a reallocation of resources that are currently being paid to another vendor so there are not any dollars associated with it.

Controller Healy's overarching goal is to continue to find ways to present budgets and financials to the Board to enable them to make the decisions they must make easier.

Controller Healy noted in regard to the recommendations for new revenue sources, he will continue to put ideas such as a mandatory property for sale inspection or a rental registry fee for example in front of the Board and Finance Committee, with the supporting backup to enable them to make an informed decision.

Community Development Director Jacki Bue commented that her number one priority would be moving the ½ time assistant position to a ¾ time position. In relation to redundancy and succession planning, currently Ms. Bue is the only staff member that understands the complete ins and outs of the magistrate process. If that ½ time position is increased it would allow Ms. Bue the time to start training that employee on the magistrate process. The magistrates docket continues to grow and grow with Magistrate Zucker having adjudicated 150 citations in the last 90 days.

This addition would also allow Ms. Bue's two design review planners more time in the field, which is particularly important. When an owner is building a new house they should be afforded a visit from SROA once a week or at least every other week to ensure the project is moving along as planned, answer questions, help with changes to the project, etc.

Second on Ms. Bue's list is owner education. She would like to see a compliance technician position to take the two current employees off of having to go out on trash, hammock, or those such calls where it could be more of a compliance person's responsibility. This would allow those two existing employees the time they need in the field to visit job and construction project sites and educate owners and/or contractors on a one-to-one basis.

Additionally, Ms. Bue would like the department to produce some YouTube tutorial videos that would serve as "how to" tools for owners when they are applying for a specific project.

Natural Resources Director Patti Gentiluomo noted the cheat grass issue that was addressed at the recent joint board/finance meeting. It is definitely emerging more and more in Sunriver as it is spreading throughout Deschutes County. We like many others in the County are being impacted by that and we are at a crossroad as to where we go from here in terms of eradication or management efforts to at least minimize the spread.

The Ladder Fuels Reduction Plan was adopted in 2023 after major revisions were made and also to make it more user friendly. That will always be a living document and there will be some minor edits to it as legislation moves forward in Salem.

The Noxious Weeds Management Plan is in need of updating and revising as it was last revised in 2006. Some of that is in response to the changes in our environment such as the cheat grass and the more regular sighting of scotch broom.

Legislative directives or unfunded mandates must be tracked carefully and incorporated into these documents as necessary as well as wildfire risk management issues and anything else that affects natural resources management inside of Sunriver.

Also on Ms. Gentiluomo's list is the introduction of another full-time employee within the department that would replace what was previously a part-time seasonal position, with that employee having recently retired. The department was understaffed prior to this retirement and now find themselves severely understaffed at one of their busiest times of the year, although Ms. Gentiluomo noted her department does not ever seem to have a slow day. There is always something that must get done and often times several other things that do not get done on any given day. In addition to their regular tasks and duties, they also must monitor and facilitate compliance and enforcement. This additional position will require someone

who is able to do significant field work as well as possess good computer and GIS skills.

GM Lewis referenced the Strategic Plan prioritized action items. The Board was all provided a copy of this document and GM Lewis noted that in working with the Strategic Plan taskforce and their development of these action items these were action items but not specific as to the manner and/or frequency in which the items are realized. Staff is trying to work within what the community has said is important to them and really getting at the next phase is up to the Board based upon their experience of living and/or vacationing here and what the Board feel is important. GM Lewis noted he had received comments from most of the board members and those can be reviewed today.

President Beenen commented he did not see the need to go through everyone's list individually as there are a number of commonalities that the Board can focus on right away to determine the items that should be included in 2025.

Pathway safety has come up on all of the Board members lists who submitted comments and also on staffs list in response to what the Board and staff have heard from owners, especially over the last couple of years. This item has been a frequent topic of input from owners during the owner forum portion of the board meetings and while President Beenen himself does not know the answer, it is something that needs to be explored in more depth. Mr. Beenen believes, and thinks the rest of the Board will agree, that forming a taskforce to work with the Covenants Committee is a good start towards finding some solutions that will help address this important safety issue.

Treasurer Pederson added that he agrees that pathway safety is a priority for all of the board members. It is an issue that has not gotten the attention it deserves as the Board was busy working through other issues/problems. Now that some of those other items are complete, a concerted effort is needed to make our pathways safer overall. It is not an easily solvable problem, but he agrees that the formation of a taskforce is the best place to start.

Assistant GM Kessarlis added that SROA does have a Pathway Master Plan that has been around for a number of years and has been updated a couple of times, however there are sections of the community, like on the southern end of the property in the Meadow Road area where there are not proper pathways adjacent to the roadway. Additionally, there some pathways that are mixed use pathways and there have been some discussions on potentially separating the pedestrians and bicycles in certain areas where there is heavier use.

Treasurer Pederson added that part of this overall pathway safety is rule enforcement. Looking at the existing rules for the pathways and the actual enforcement of those is, in his opinion connected as he mentioned in the comments he submitted. The rules specific to pathways and pathway safety in the SR Rules & Regulations should be included in the purview of the taskforce. Treasurer Pederson, referencing the review/revisions that are planned for the SR Rules & Regulations in 2025, feels the pathway safety should be taken up by the Pathway Safety Taskforce that is to be appointed and should be excluded from the review of the Covenants Committee or a Rules & Regulations Taskforce. At the appropriate time, proposed changes to that section of the rules and regs would be reviewed by the Covenants Committee and legal counsel, Treasurer Pederson feels it would be best to allow a Pathway Safety Taskforce the opportunity first to see what they discover and may propose for changes. Director Burke commented he would extend this to include roadway safety as well.

Director's Schneider, Beard and Jacknow noted that pathway safety was their number one priority and feel that a solution for the current lack of a pathway between Circles 2 and 3 needs to be addressed as soon as possible. Due to Google maps directing people to that stretch of roadway there are more and more

pedestrians and bikers on that stretch of road than at any time in the past. Additionally, Director Schneider feels this issue should be addressed prior to any of the other proposed items such as improvements to Fort Rock Park.

GM Lewis referenced the SROA Decision Making Checklist of which all Board members have copies, and which needs to be utilized when formulating any taskforce. This document provides guidance when a taskforce or workgroup is formed by identifying the target, any information gathering and data analysis, identifying, analyzing, and comparing promising solutions, and formulating the specific decision(s) to be recommended.

Shifting gears slightly, President Beenen commented that the threat of wildfire in Sunriver has the potential of turning Sunriver into a summer ghost town. Sunriver is highly dependent on tourists and while a lot of the threat of wildfire is out of our control it is something we need to stay constantly aware of and we need to make sure we are able to maintain the image of Sunriver as a great place to visit whether for work or vacation, especially in the summertime.

Treasurer Pederson added that based on what happened this last summer and how close we came to a very scary situation he feels we should take that momentum and do whatever we can to do to improve communication, procedures, and ease of use by owners and visitors. This goes back to ladder fuels and pine needles on roofs and in gutters, etc. Mr. Pederson feels it would be best to deal with that issue now while there is momentum and interest.

Director Schneider as the SROA Ex-officio to the Sunriver Service District (SSD) Managing Board commented that the SSD is interested in both of the subjects discussed so far and their involvement both from a police and fire perspective would be necessary for the project to be successful.

GM Lewis commented that when the Strategic Plan Taskforce started producing ideas and discussing those, they quickly identified the need for an appendix to the document to assist readers/users in finding the information they are seeking. As the lists were developed, GM Lewis noted there were numerous things on the list the taskforce produced that are already being done by SROA.

President Beenen commented that living in a forest, we are all acutely aware of the risks associated with such and we have to mitigate those risks as much as possible. Related to this, however, is the issue of smoke and air quality like we saw in both July and August this year. If we start suffering three or four weeks of poor air quality, it will significantly impact the brand of Sunriver.

Director Burke brought up the subject of communication and how we can expand our methods of communication. Director Burke finds it concerning when people say the Board is not being transparent. He is not sure what else can be done especially for those people who receive information from SROA but don't take the time to actually read it.

Director Banta commented that the issue of communication keeps coming up in different places in the Strategic Plan. One of the things he believes has been considered is different ways to communicate but there are some items such as the digital Member Preference Program (MPP) and Recreation Plus Program (RPP) as well as a new payment platform that could offer new ways to directly communicate with people who are interested in receiving communication.

Director Jacknow commented that she agrees with what Directors Burke and Banta said and she believes there are a variety of different items in the Strategic Plan as well as what some of the staff want in terms of communication. There was an item in the communication plan that directed the establishment of a

communication workgroup and Director Jacknow feels there is plenty of energy and passion around communication that it might be something on which we can align.

President Beenen brought up the subject of sources of revenue. If one looks at what the staff would like to do in 2025, and we do not know what the budget impact is yet, but President Beenen feels the budget impact in 2025 will be pretty significant. As such President Beenen thinks SROA should start looking at different ways to generate revenue due in part to the fact that the Board is limited to a maximum of a 6% increase in maintenance fees. To get approval for more than a 6% increase owners would have to vote to approve it, and it would require that 60% or more of the ballots returned be in favor of the initiative which would be, in President Beenen's opinion, extremely challenging. As such President Beenen believes the Board needs to be thinking about how we are going to fund some of these things going forward.

As has been previously discussed, a solution for a pedestrian/bicycle pathway between Circles 2 & 3 is estimated at approximately \$2 million dollars, a connector path around East Meadow Road would probably run about the same. We also have several more tunnels that need to be replaced and which are currently costing around \$600k. This is but one illustration of the things that are in the cue. In addition, there is a request to add three additional staff members in various departments to help maintain the level of service the owners have come to expect, and which will exceed the amount of additional revenue that would be generated if the Board approves a six-percent increase in maintenance fees for 2025.

To that end, President Beenen feels it important to discuss those potential additional sources of revenue that we might be able to bring to bear. High on President Beenen's list would be the transient room tax (TRT) dollars that are generated by Sunriver every year. Some plans in that regard are currently being worked on but it is an issue that is going to take significant time, perhaps up to five years before we realize anything out of it.

Secretary Murray commented he thinks we should look at it in reverse. When considering the need for additional revenue we should first consider what are the needs versus what are the wants. Are owners actually willing to pay additional monies beyond their maintenance fees to help fund some of these amenities or do they only want them if it will not cost them anything. Director Murray's experience is that it is an ongoing dynamic and over time he believes the Board's decisions are going to more difficult. Additionally, Director Murray noted he personally does not want to live in suburbia so we must be careful in balancing those things for owners and guests while staying true to SROA's commitment to protecting the natural environment.

Treasurer Pederson commented he feels it is going to be a very interesting budget process this year in that the staff has asked for the equivalent of over three full-time employees in 2025 which does have an impact on the proposed budget. As has been mentioned some of the proposed items in the 2025 budget such as a pathway fix between Circles 2 & 3 are very expensive projects but are also a major safety concern. Additionally, we have several income sources that we will not see in 2025 such as \$600-700k in interest income or new plotting fees from the Caldera development. While we will continue to see some of those plot payments in 2025, that will come to an end at some point ending that revenue stream.

The SHARC Reserve fund is getting lower and there will not be money to cover SHARC expenses separate from the budget, it is going to come out of maintenance fees not out of SHARC revenue which we have done for the last several years. We are going to be in a world of problems and these priorities that are being requested are going to be difficult to fulfill without additional revenue sources.

GM Lewis commented that along with some of the capital items that have been discussed, what has not been discussed is the service levels. What is the desired service level of the owners? Service levels are a

key factor that affects the budget, staffing, and all of our resources. While at times it can be hard to assess, we do have the information that was generated through the most recent Comprehensive Owner Survey asking how long people are willing to wait for different services or amenities. Staff also tries to assess this throughout the year. Currently we have service levels that people are happy with, but how does the pressure we're experiencing due to increased demand affect service levels. While it is fairly easy to put a price tag on something such as a tunnel or a bridge, etc. assessing service levels is a very dynamic thing.

Director Jacknow agreed with the other Board members input and added that SROA is not in a revenue growth stage and as such there might be things that we cannot do and there might be some things we have to stop doing in order to make sure we are prioritizing the items that owners want time and attention to be devoted to. Whether that is in terms of a drop in service levels or stopping something completely because it no longer has the value that it did when we started it, or reducing the frequency or volume of some offerings to offset the cost of other items.

Either way, Director Jacknow feels we are heading for some tough discussions and that is one of the things she thinks the Board might want to focus on in years to come when these discussions are being held. What are some of the things we can stop doing or do less of to create space for some of these other priorities that come out of the Strategic Plan or from staff. GM Lewis agreed noting that it will require some tough discussions and sometimes you have to look people in the face and say we cannot do that for this reason.

In regard to additional revenue, GM Lewis brought up the subject of impact fees such as the transfer fee that is charged to the seller when a property in Sunriver changes owners. An impact fee could also be paid by the new owner and could go into the reserve account. Additionally, SROA could start charging a rental impact fee that would be charged to any owner who rents their property out on a nightly basis. To illustrate his point, GM Lewis noted that 2-3 people living year-round in a house has far less impact than a nightly rental that has twelve people in it for four months out of the year. If the main concern is keeping maintenance fees low, the Board will need to seriously consider impact fees.

President Beenen commented that he believes all those things mentioned need to be on the table both in terms of identifying things we are doing that are perhaps marginal as well as what are other ways that we can generate revenue and how can we invest for increased efficiencies.

President Beenen referenced the over crowding of office space at the SHARC facility noting he believes a financial analysis on our facility rentals to determine if that is turning out to be as positive a thing as hoped for or not might be prudent. While President Beenen does not know the answer, it is part of that dynamic of the desire for expanded office space available inside of SHARC, and we should take the time to look at and determine if events are the right thing for us to be doing or not.

Vice President Burke noted his support for exploring legislative avenues to possibly get access to some of the TRT dollars generated by Sunriver. What causes him concern is the perception out in the community that we want Sunriver to become a city. Vice President Burke is not sure that idea would receive a passing vote from the Board let alone the Sunriver property/homeowners and we would need to have at least 60% of the ballots returned be in favor of such a proposal, which in his mind dead ends the issue on any incorporation attempt.

President Beenen noted one thing about incorporation, just to make clear, is that nobody is advocating that we incorporate. President Beenen has been advocating for the idea that this Board and/or future boards ought to know what the impact and differences are. What would be different if we were a city versus a planned community development. It would, in his opinion, be beneficial to have that base line in

place. Providing this information would also then allow for intelligent versus emotional discussions that can be held on the issue. Director Schneider added that would get back to additional communicating with and educating owners.

In answer to a question from Director Beard, GM Lewis responded that a fee for owners who rent their property on a nightly basis would most likely be a flat fee of some kind rather than a percentage of the nightly rental fee, but it is something that would need more exploration if the Board chooses to go that route. Treasurer Pederson commented that a flat fee would impact different homes in different ways based on how often a particular property is or is not rented. The fee could be structured similar to what we do with the Recreation Plus Program (RPP), where it is based on the number of bedrooms in the property. GM Lewis added that when proposed to the Finance Committee and to the Board in previous conversations, there was not much support for such a fee, but if there is appetite from the Board and/or Finance Committee to explore that further that can be accommodated.

Controller Healy commented that another possibility to raise additional dollars would be to put it to a vote of the owners to approve a special purpose assessment for large new capital items instead of funding those items out of and depleting the reserve fund. Let the owners vote on it and decide if they are willing to pay additional for certain amenities they desire to be added.

President Beenen commented that if we have to go to the owners because we want to propose a maintenance fee increase of more than 6% for next year and we say well we need to charge more than 6% because we need to add four positions so that we can continue to provide the kind of services owners are used to receiving, would in his mind have a hard time passing. If you are providing something tangible to the owners such as a pathway between Circles 2 & 3 or enhancements to Fort Rock Park, it would, in President Beenen's opinion be an easier sell than to say we are going to provide owners with a higher level of service.

GM Lewis added that if doing a special purpose assessment for a capital item, people can get their head around that easier than anticipated service levels. The requests for additional staff are based on the feedback received in the three departments requesting one more person each on a daily basis. There is an ever-growing increased demand on existing staff's time. We have owners who do not comply with the rules which can result in a citation and possibly a magistrate hearing. All of these things take staff time to facilitate, such as LFR and Noxious Weed citations where the Natural Resources Director can have to spend a full day in magistrate hearings listening to the reasons why owners have not complied with directives regarding reducing the fire fuel or eliminating noxious weeds. That did not used to happen in the past but appears to be the latest trend with owners who put things off until the very last minute and then beg for an extension or reduction in the severity of the citation due to the fact that they failed to read and respond to the numerous pieces of correspondence SROA mails out.

GM Lewis used the recent wildfire scare in Sunriver to illustrate his point about communication regarding the evacuation levels. SROA's home screen of the web page listed the most current information as well as links to other websites that could also be helpful. Staff also sent out numerous email blasts to keep owners informed yet some owners were upset that there was not a person answering phones that could relay the very information that was all over the website to them over the phone not considering that a large contingent of SROA employees also live in the areas just outside of Sunriver that were also receiving evacuation orders.

President Beenen noted there are always going to be people that will ask for more no matter how much is provided, and it is the Board's job to try to assess what is the need of the community as a whole versus the squeaky wheels. If the Board cannot come to a conclusion or they hold the belief that what is being

proposed in the budget is important, then the Board has the duty of going to the owners to see if they will support any increases beyond the 6% being proposed.

Treasurer Pederson commented that he thinks if we are going to go to the owners, he believes it should be for a one-time special purpose assessment and not to request an increase higher than 6%. That allows owners to truly make the choice about added amenities. Director Schneider noted that is fine for specific projects but a lot of stuff that is being requested in the 2025 budget are ongoing things.

GM Lewis added that staff is constantly looking for ways to do things more efficiently such as introducing digital MPP and RPP cards, which is far more efficient than the current practice. Staff is looking at that to counterbalance staffing or other material needs.

GM Lewis wondered if it might be a good idea to have a sub-committee of the Finance Committee to converse and list some of these items out and work through some of the intricacies and come back to the Finance Committee as a whole and then present something to the entire Board over the course of this next year. President Beenen responded that part of the issue will come to a head as soon as you roll up your budget projection for 2025. President Beenen thinks that is going to generate a lot of discussion because based on what he has heard and seen so far, that rollout is going to be more than a 6% increase.

Controller Healy noted that the operating side of things will not be more than a 6% increase in 2025, but if you look at the reserve forecast over the next several years it is going to continue to be depleted due to the bigger capital items being proposed. Controller Healy believes we can have an operating budget within or under that 6% cap this year with many of the line items that staff are proposing. It is the impact of spending \$6 million dollars next year in new capital and replacement reserves that is going to continue as projects keep coming forward.

The Board has the option of deferring a project such as the Circle 2 to 3 pathway to a future year or they could also consider asking the owners if they want to pay a one-time special assessment. There has never been a pathway there and although it is wanted and needed, especially from a safety standpoint, it could potentially be kicked down the road for some time in the future.

Director Schneider in response to Director Jacknow's comments regarding stopping or reducing something we are currently doing, would like to hear from staff about what they feel can be cut or reduced in their departments and to have that information provided to the general manager. Director Schneider also spoke to the issue of cross-training and release to address those staff members who plan to retire from SROA in the next few years. This is what Director Schneider did during his working career and something that is important for the continuation of uninterrupted service.

Director Jacknow echoed President Beenen's comments about the proposed 2025 budget and the upcoming meetings with the Finance Committee, but she feels there are some things we can do to enhance the process next year and one is really similar to what GM Lewis spoke about earlier regarding the SROA Decision Making Checklist and the parameters in that list that define a project and/or issue which will require the assistance of a taskforce. Given the fact that we are not in a revenue growth phase, some guardrails need to be set in the future to ensure we stay within the 6% increase limit for maintenance fees and what does that end up looking like.

Director Jacknow continued that a lot of the work that is happening today is going to continue, and everyone shows up with a list of all the new things desired and a short list of things that could be stopped or eliminated. Ultimately, what can we afford and shouldn't some guardrails be established before the staff even starts working on their departments budget. Director Jacknow feels this would be really helpful

and what is in the run rate already versus what is incremental and new. What will the operating expense implications be as a result of the decisions which are made. It is also important that the Board has a prioritized list of what staff feels is important. Staff are the ones that are hands-on with some of these issues/items that the Board may not have extensive knowledge of so hearing from them in advance would be helpful to her.

GM Lewis added he believes a meeting such as this one being held today should be held every year beginning in August or September and holding more than one if necessary. It would definitely make it clearer for staff if the Board had set guardrails in place prior to commencing work on their budgets so they know in advance what is on or off the table for discussion. It would also make for a more efficient process overall and for the community as a whole, it illustrates the in-depth process that was utilized.

Director Burke referenced Director Schneider's request that staff provide a list of things they might be able to stop and/or reduce the frequency of, but related to that is can we put metrics on what GM Lewis was talking about in the areas where we have saved time and what does this amount to in terms of staff time? GIS for example, what efficiencies have we created to balance against rather than just eliminating something. Director Burke feels SROA runs pretty lean for what it is and what we do as a premier location and his first inclination would not be to just stop doing something.

Assistant GM Kessarlis noted that in addition to GIS saving countless hours in the field for Natural Resources, it can do the same for the Community Development staff members as it is a huge component for them and their field work. Currently it is cumbersome for them to go out to review a property, take photos, submit that information, come back to the desktop and upload the photos where if they could do that all live from the field on site, it would be a much more efficient process saving them a significant amount of time and allowing them to accomplish more during the day.

In answer to Treasurer Pederson's question regarding how soon such an option will be available to the Community Development staff, IT Director Gary Seifert responded that it will be next year sometime. The foundation has been laid and we are approximately 70% done with the migration to the online tool. It is the pro tool that allows for specific users implementing information and we are approximately 30% done with that.

GM Lewis noted his appreciation for Director Burke's comments and commented that staff needs be able to demonstrate the efficiencies through some of what staff is working on. He thinks that if that is something the Finance Committee and the Board truly need, then that information could be compiled. Additionally, going back to service expectations, in his past life GM Lewis worked for an entirely fee supported department and when they wanted to raise a fee, it had to be demonstrated what would be gained by implementing that fee raise and how the community that is paying those fees and has certain expectations can live with. It is a little more dynamic at SROA, but we have the most recent comprehensive owner survey we can glean from although some of it is going to be intangible from staff based on the feedback received on a daily basis from owners and visitors, which is a big part of our service demand.

Director Burke added that some of the things from the survey and over time from strategic planning went to new big, wonderful things like indoor facilities for tennis and/or pickleball, cross-country skiing, etc. things Director Burke does not see being part of the conversation for 2025. Treasure Pederson added that another indoor facility is a multi-million-dollar project and if it were put to a vote, he does not feel that it would pass. GM Lewis added the key with the Strategic Plan is that it is a five-to-seven-year plan so some of the items listed are being done or will be done next year or in years beyond which is why it needs to be reviewed every year as part of this budget process.

Director Burke noted that a full six percent increase for 2025 is not going to make owners happy. Director Murray, going back to a comment about communications, commented that local governments put out their budget documents which are not just numbers but are structured as a communication device and if done under the guidelines of the Government Finance Officers Association (GFOA), not only can your association win an award for doing it that way, but it also becomes an effective communication tool for owners. Controller Healy noted that Treasurer Pederson already shares some of this information about the yearly budget in his monthly article in the Scene and that might be another good platform to share additional information.

Director Burke commented that what he has mostly heard today is about four things: pathway/road safety, wildfire, communications, and revenue. President Beenen commented that a number of items have been discussed where the Board has a lot of commonality, but asked if there is anything else any of the Board members would like to put out there for discussion.

Director Banta responded that one of the items in the Strategic Plan was the use of sustainable practices by SROA including energy efficient construction and operation in all its own operations. Director Banta wonders if we might form a task force to study what is most impactful for the cost. The environment is a priority for the community so exploring this in more depth might be a good idea.

Director Burke added that one of the things that GM Lewis has brought up in the past is our capacity to accommodate taskforces, so it might have to be a sequencing thing. GM Lewis responded that if there are two or three taskforces all in operation at once and one or more staff members are required to be part of that taskforce, this is in addition to the regular tasks that individual is responsible for as part of their regular routine. While we have been highly successful doing some things in-house and in some cases saving significant amounts of money by doing so, there is a limit to how much each individual and/or department can do with the current staffing levels. It is not so much a matter of what we can and cannot do next year and the years beyond that, it is a matter of which other of the Board's priorities may need to drop off as a result or more things being added somewhere else.

Director Schneider commented one of his main concerns is wildfire and in speaking with a friend recently who is also concerned about wildfire, fire safety, and ladder fuels reduction, Director Schneider suggested to this friend that perhaps a taskforce can be formed to look more deeply into the issue. Treasurer Pederson reminded the Board that staff is always intricately involved in every taskforce, and it again comes back to what do you want that staff person to drop off their list to make room for the additional work a taskforce requires, especially given the fact that a lot of the groundwork for these issues generally end up falling to staff to complete for the rest of the taskforce.

GM Lewis added that he has been here now for over four years and the SROA staff has a very "can do" attitude who dislike having to say no an owner, guest, Board member, committees, or members of a taskforce. The general manager is paid to tell the Board the reality of things. The redundancy and the succession planning is similar to the taskforces. Using HR Director Kellie Allen as an example, GM Lewis commented that there is some additional HR training that Ms. Allen would like to avail herself to, but there is no time in her day to do that over and above what she is already doing as there is limited capacity there. The requests for additional part- and full-time staff in different departments directly correlates to what the capacity is for staff to meet the expected service levels.

Looking to wrap things up, GM Lewis commented he believes the staff will bring a good budget for 2025 forward that will be very supportable. This open dialogue today will assist staff in ensuring they are on track with what the Board expects.

Director Jacknow thanked GM Lewis for his remarks about using internal resources whenever possible, something she is a fan of doing as opposed to using external consultants. Director Jacknow also noted her appreciation for this meeting today and suggested in the future that frontloading it earlier and doing some other things would be helpful in the future. Director Jacknow had on her list of priorities convening a taskforce to address communications with owners but having listened to how many taskforces are being suggested for various other projects/issues, perhaps that is not possible at this time.

Director Jacknow noted that also high on her list is the department head succession for the communications director position. Based on the information supplied by current department head Susan Berger, it is not just an editorial position, and that person has to be able to wear many hats. Director Jacknow feels we may need to produce some creative ways to help support that succession planning and whether it is through internal or external opportunities, she believes it needs to be a priority.

Director Murray commented on the proposed additional FTE's, and he recognizes that over time some areas need to grow to keep up with demand but due to holidays, vacation, or sick time a full-time employee works approximately 1,800 hours per year not the 2,080 that you often hear in the industry so he would simply caution the Board to consider that. Additionally, Director Murray is also concerned about compression issues related to supervisory and line-staff earnings.

Director Burke, in recapping what was heard today, noted that what was proposed would result in at least five new taskforces: wildfire, pathways/road safety, rules and regulations, communications, and revenue. President Beenen responded that he feels that will need to be pared down as five new taskforces is unrealistic. Discussion was held regarding whether the revenue issue should be a sub-group of the Finance Committee or a workgroup that addresses potential revenue sources in an on-going fashion. GM Lewis commented he thinks a sub-committee of the Finance Committee would work well as this may not need to be an on-going task.

GM Lewis commented that each taskforce has staff liaisons who assist the taskforce with whatever project or issue they have been tasked with. As was mentioned earlier, these assignments would be in addition to their regular duties and assignments so we must remain cognizant of how far you can stretch individuals and still have effective results. Director Burke added that in conversations with past board members from ten years ago or so, they are astounded at the volume of things before the Board compared to when they served. The 20-30 hours per month in Director Burkes' estimation is low compared to how much time some of the Board members devote to SROA every month. There is a lot more expectation and need and each of these proposed taskforces will need board representation as well.

HR Director Allen referring to the workloads and time commitments having increased at the Board level noted that parallels with exactly what the staff are also experiencing. That really does not always feel so tangible and can be hard to describe and hard to quantify. The amount of work that staff is doing has grown exponentially and the amount of time that something such as compliance with noxious weeds or ladder fuels used to take is now taking a much larger chunk out of staff time due to the increase in the number of owners who have not performed the necessary work on their property and appeal a citation. All of that has expanded in part due to the way people communicate, and the expectations people have, which are frankly just unrealistic at times. As such, Director Allen appreciates this expanded need at the Board level being acknowledged because it is the same experience that the staff is having as well.

In closing GM Lewis noted he sees us needing less taskforces than have been mentioned. In regard to wildfire, we will continue to do what we are doing, will continue to work with the agencies that we do on a regular basis and continue to educate owners about the need for ladder fuels reduction on their property,

so he does not see the need for a taskforce there.

As far as communication and education, GM Lewis believes we should have a taskforce assigned to this issue as it fell quite high on the board members lists and it would also serve as a follow-up to the taskforce on rules education we had a few years ago.

As he mentioned earlier, GM Lewis feels the new sources of revenue can be explored by a sub-committee of the Finance Committee eliminating the need for a taskforce there.

As a follow-up to IT Director Gary Seifert's recent presentation, the IT Strategic Plan Taskforce will need to reconvene to update that document.

Lastly GM Lewis definitely sees the need for a taskforce for the review/update of the Sunriver Rules & Regulations document.

That would result in four taskforces: rules/regulations, path/roadway safety, communications, and the IT Strategic Plan update. These would need to be spread out over the year, so it does not overtax employees required to serve on those taskforces. The budget will be focused on those items the Board has said are the top priorities for them and the capital items that were discussed today as well. That budget will be presented to the Finance Committee at their next meeting on October 31st.

GM Lewis added he will create some follow-up notes from today's meeting and share those with the Board and staff.

OTHER BUSINESS

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

Director Schneider moved to adjourn the meeting. Seconded by Director Murray, the motion passed unanimously.

The meeting was adjourned at 11:00 A.M.

Respectfully Submitted,

Mark Murray, SROA Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
SROA BOARD ROOM
OCTOBER 18, 2024**

DIRECTORS PRESENT: Bill Burke, Gerhard Beenen, Clark Pederson, Keith Mobley, Mark Murray, Randy Schneider, Linda Beard & Brad Banta

DIRECTORS PRESENT VIA ZOOM: Brad Banta & Veronica Jacknow (@ 10 A.M.)

STAFF: James Lewis, Keith Kessarlis, Susan Berger, Joe Healy, Kellie Allen, Leigh Anne Dennis, Gary Seifert, Jacki Bue, Mark Smith, Richie Villagrana & Jesus Mendoza

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

OWNERS IN ATTENDANCE: 2

OWNERS FORUM

No owners addressed the Board and GM Lewis did not have any letters to read into the record.

SSD/DESCHUTES COUNTY MANAGEMENT AGREEMENT ACKNOWLEDGEMENT

GM Lewis reported this is follow-up to the discussion on this issue that has been ongoing for the last couple of months. GM Lewis reminded the Board that back at the end of July the Sunriver Service District (SSD) and Deschutes County signed a new management agreement. The result of that agreement was that it eliminated the two SROA Board member positions on the SSD Managing Board and those were replaced with a non-voting ex-officio position to which Director Randy Schneider has been appointed.

Subsequently the SROA Board voted at their last meeting to request an addendum be attached to the management agreement that explains the SROA Board's opposition to these recent changes that eliminated any SROA Board representation on the SSD Managing Board. That addendum was sent to the Deschutes County Commissioners. Since then, Deschutes County legal counsel has acknowledged receipt of the addendum and have assigned a document number to it and that it is now associated with the management agreement.

Now that the addendum is in place, the request before the Board tomorrow will be to sign the restated agreement as an acknowledgement. This item is on the agenda for action at tomorrow's meeting.

**SPRING RIVER ROAD/SOUND CENTURY DRIVE
PROPOSED INTERSECTION IMPROVEMENTS**

GM Lewis reported that the Deschutes County Road Department is in the early design stage of the South Century Drive; Sunriver Corridor Intersections Improvement Project. The project will include constructing new single-lane roundabouts with bicycle and pedestrian safety improvements at the intersections of South Century Drive with Venture Lane, Spring River Road and South Century Drive and Huntington Road and South Century Drive. The goal for the project is to improve safety and mobility along this high traffic volume corridor, carrying on the mission to maintain the quality of and improve the experience for all users of the Deschutes County transportation system. The concept plan for the South Century/Huntington Road roundabout which is the intersection the County plans to do first is available to view on the project website at www.deschutes.org/southcenturysunriver.

GM Lewis commented that approximately 18 months ago, he along with Public Works (PW) Director Mark Smith met with Deschutes County Road Department Director Chris Doty and Deschutes County Engineer Cody Smith regarding the County's proposed improvements along the South Century Drive corridor.

Specifically what GM Lewis and PW Director Smith were concerned about were the improvements at the intersection of Spring River Road and South Century Drive as well as the proposed improvements to Venture Lane that leads into the SR Business Park. At that time, GM Lewis and PW Director Smith informed Mr. Doty and Mr. Smith that they wanted to be included in any conversations about these projects.

Deschutes County executed an RFP for engineering services for design of the proposed improvements and PW Director Smith was included on the scoring and interview panel. A consultant was selected and earlier this summer GM Lewis reminded the County that SROA wanted to be kept abreast of the design and any new developments regarding the project. Deschutes County responded that they will be coming forward with a public involvement process later this fall. That public involvement process, which includes SROA, and any other interested party was supposed to be influential in the ultimate design for the Spring River Road/South Century Drive intersection. While the north side of Spring River Road has potential, the County would have to acquire right away and determine if it encroaches on the north side of South Century Drive onto Sunriver commons. There are a number of homes right along there, meaning it has the ability to impact SROA common property and those homes who have backyards that run along that area.

In a letter dated August 30th from Deschutes County they requested permission to enter SROA property to do surveying, locates, etc., all those things one does prior to design and construction of a project. Included with the letter initially, was a drawing depicting in yellow the areas where the County wanted to do surveying, some of which falls on SROA property on the north and some of which is Caldera property on the southeast corner.

Also included, in error, was a drawing that superimposed the design of a roundabout primarily located on SROA property. GM Lewis contacted county representatives regarding the public involvement, etc. and Deschutes County responded that the overlay was sent out in error, the design had not been decided yet and the County plans to kick off a public involvement process in early December. The County re-copied GM Lewis on the letter and survey areas but they removed the superimposed design from it.

These projects are included in Deschutes County's Capital Improvement Plans from 2024-28 and 2025-29, which includes all a list of all the improvements the County wants to make along with the associated costs of doing so. Naturally to develop costs for proposed improvements, one must have an idea of what the design is. In referencing the County's capital improvement plan document, it also shows the same design superimposed over SROA's property. PW Director Smith noted this capital improvement document came out prior to the County having contracted engineering for design. While GM Lewis understands the County is saying this is not final yet and that they are going to have a public involvement process to really refine the design, GM Lewis' question to the County, of which he has not yet received an answer, was if there's multiple designs being considered. For example, they could easily build the roundabout on the other side of Spring River Road where there is plenty of room and it would not affect any of the homes in Caldera or have much impact on the Quest sub-station located on the southeast corner of Spring River Road and South Century Driver.

In short, as of now GM Lewis has not signed the right of entry agreement which would allow County staff to come onto SROA property for the purposes of surveying. GM Lewis also noted it is important the Board is aware and understands that there is legal action the County could take to try to force SROA to agree to their proposed plan in terms of condemnation. To date, GM Lewis is not satisfied that the process has been genuine in as much as all the documents show a pretty solid design, yet on the other end SROA is being

told the County has not concluded the design yet due to the public process that is to be held. While GM Lewis plans to stay closely in touch with the County road department engineer on this issue, until he knows there is a genuine process considering the design, he is not inclined to sign off on allowing County staff onto SROA commons until we see all of the information. Where they currently have the circle superimposed is not an acceptable location for the Sunriver owners whose back yards back up to Spring River Road.

Secondly as we move forward it affects SROA commons. The Board has jurisdiction over what happens on commons. If the Board does not agree with what the County is proposing, there are legal challenges the County can try to force such as the condemnation. Bottom line is it may lead to legal expenses depending on the degree of opposition if SROA does choose to oppose the project.

President Beenen commented that GM Lewis' approach makes perfect sense but in reality, the County cannot do any kind of construction until they have people on property to properly survey things. PW Director Smith remarked the County could do approximately 90% of the surveying via drone.

Mr. Smith added that when he had the opportunity to look at the two different engineering proposals, the County was definitely leaning toward the design that pushes the roundabout more towards SROA property, but Mr. Smith would like to reserve judgement until he sees what the public process the County plans to hold looks like. The design that is currently posted is the one where they are looking to get access on people's property and it does not show the other option, which it should in Mr. Smith's opinion. GM Lewis noted part of the response he received when he first questioned this with the County was their consultant team has not yet completed all of the concept drawings for all alternatives for the proposed improvements.

Director Schneider noted that he went out and walked the area at the Spring River Road/South Century Drive intersection and there is nothing on the south side of the road that will cause the addition of a roundabout to end up in someone's backyard as it will on the north side of the road. Director Schneider feels that SROA should do everything possible to have the project be located on the south side of the road. GM Lewis noted that the County is more concerned about time frame, and cost and the temporary work-around roads that would have to be constructed to keep traffic flowing to the west and to the south during construction if they choose to go with the south side of the road. While GM Lewis understands the County has an obligation to consider overall cost, he is looking at it from the perspective of the fact that Sunriver owners will be impacted indefinitely if the roundabout is located on the south side of the road. In answer to Director Schneider's question GM Lewis confirmed that owners whose property would be impacted will be notified by the County. Ultimately, as an Association we do want safe intersections in and around Sunriver, but we want to make sure that all alternatives and impacts to surrounding property owners are considered rather than what seems like a blanket decision by the County to locate the roundabout on the south side of the road.

President Beenen added that if this project does end up encroaching on SROA property such as is currently shown, SROA should request and/or demand some kind of sound barrier mitigation.

GM Lewis is not disputing that improvements need to be made due to the volume of traffic, the growth in the community, etc. but he believes it is incumbent that we look out for SROA property and our owners and make sure that what is ultimately built is something that has a minimal impact on SROA and the Sunriver owners in that area.

It is GM Lewis' understanding that this multi-year project will start with the addition of a roundabout at the intersection of South Century Drive and Huntington Road to the south of Sunriver followed by the South Century intersection and lastly Venture Lane, the entrance to the SR Business Park. GM Lewis will continue to work with the County and will keep the Board apprised of the proposed project.

FIREARMS DISCHARGE RESTRICTED AREA

GM Lewis provided the Board with information from Deschutes County regarding county code and the discharge of firearms. This is in response to Sunriver owner Bill Hepburn's comments to the Board at the last two board meetings requesting that SROA look at the process for creating a firearm discharge restriction area for all of Sunriver. Mr. Hepburn provided his comments as to why he thinks this is important for Sunriver, however he wants SROA to champion it and take on the entire process.

Essentially something like this is done by petition which must be signed by 60% of the owners of a particular subdivision within Sunriver. Once that petition has the necessary number of valid signatures, it then goes to the County Clerk to verify all those signatures. If all signatures are approved as valid, it would then go to the County Commissioners to ratify and essentially execute an order saying when the no shooting order goes into effect after which it would be mapped.

There are already two areas, one on the north end on Sunriver extending along the river and another on the south end of Sunriver where Spring River Road crosses the river at Harper Bridge that are already no-shooting zones and have been in place for many years as a result of hunters along the river. Despite having no-shooting restrictions in place, there are still allowances made during duck hunting season.

Returning to how the process works, GM Lewis noted that Sunriver is comprised of many smaller subdivisions. Every time a piece of property is divided a plat must be filed with Deschutes County. As Sunriver was developed over time, there were subdivision plats that were recorded as the infrastructure was developed and the developer filed a plat that legally created the individual lots with Deschutes County. Within Sunriver, when it calls for 60% of the owners of the subdivision, it would be 60% of the owners of all of those individual subdivisions. Each subdivision would be counted individually; however, GM Lewis is doubtful that the County would allow a "patchwork" affect and would most likely require 60% approval of all of the Sunriver sub-divisions to gain approval.

Treasurer Pederson noted it would be a sizeable task to identify contact and inform all these owners of this proposal and determine if they are willing to sign a petition, specific to the subdivision they live in.

GM Lewis noted that he is not aware of any of the surrounding owner associations outside of Sunriver that have a rule preventing the discharge of firearms like Sunriver currently has in the Sunriver Rules & Regulations subject to a \$2,500 fine. As has been previously discussed, this proposal from Mr. Hepburn is the result of an incident with an owner from a few months ago where SROA, working with the SR Police Chief, chose not to issue a citation due to extenuating circumstances and the desire to not exacerbate the situation that might have resulted in creating a more unsafe situation.

This request was made as Mr. Hepburn believes that the addition of a county code requirement and the ability to issue a county citation will make Sunriver a safer place, despite Sunriver already having such a rule on their books. In the county code, this would be considered a Class A violation and the fine for that is \$255 although unlike a SROA citation, a county citation is subject to warrant for arrest if not paid.

Director Murray noted a recent incident on the Black Rock trail just off Circle 7 and outside of Sunriver where he encountered two deer hunters who had been successful in their outing. Director Murray was indeed surprised that hunting is allowed so close to Sunriver and although he did not ask, he was very curious which direction they were shooting in. While Director Murray never goes out in dark clothing during hunting season, he did have dark clothing on that day not understanding he was in a zone where shooting deer is allowed. The whole thing was quite upsetting.

GM Lewis noted that while he understands Director Murray's point, where he was is National Forest which is something in which Deschutes County would have to work with the National Forest to amend the status quo. The current Deschutes County Commissioners have been very protective of individuals rights to go on National Forest and hunt. GM Lewis knows this from an experience in his past life where the County was asked to create a no-shooting zone on county owned property on the east side of Redmond. Part of the discussion in that instance was not to create a no-shooting zone on the entire parcel which abutted Bureau of Land Management (BLM) property to preserve hunting rights as well as providing the no-shooting zone.

Coming full circle, the question posed by Mr. Hepburn is should SROA take on the role of creating a proposal for a county no-shooting zone for all Sunriver. GM Lewis noted that the Board does not have to take action on this immediately. He wanted to take this opportunity to provide the Board with the County information so they can ponder it and decide at a future meeting whether or not they want to pursue this request.

In answer to a question from Director Schneider, GM Lewis reported that the Sunriver Police Chief did not take a position on the proposal either way. The rationale from Mr. Hepburn is that it would make Sunriver a safer place by having this area established as a no-shooting zone for all Sunriver and that is the underlying question.

Director Beard commented that her property butts up against National Forest property and she has experienced problems with exceptionally large coyotes, or possibly wolves, trying to coax her dogs out. There are also cougars and bobcats in her area and while she is not in favor of free for all shooting, she is in favor of protection for family and/or family members. Additionally, Director Beard's husband has a concealed carry permit. Director Beard questions whether someone entering the community with ill intentions is going to care about or adhere to SROA or the County's rules anyway, so what is the point.

President Beenen commented that it seems that this proposal would take a significant amount of time and work, the net result of which might be a \$255 fine from the County that would be inherent on the police to enforce. President Beenen added that SROA struggles to even get a 50% voter turnout so 60% would be extremely rare. GM Lewis added part of the issue is that the petition requires a printed name and signature of the owner to be valid. Since approximately 80% of our owners are non-resident, it would be a huge challenge to get all these printed names and signatures. Also, there is significant money required to conduct a vote of the owners and who should pay for that? Again, GM Lewis brings this to the Board's attention so they are aware of how the process works should they decide to move forward.

IT STRATEGY UPDATE

IT Director Gary Seifert reported that the IT Department is in year two of a three-year road map, some of which he will review today. Mr. Seifert acknowledged the efforts of the existing and past IT staff members on getting us to where we are currently. From a high-level summary perspective Mr. Seifert noted he would be providing an update on each of the priorities the IT Strategic Taskforce identified in their final report a year and a half ago.

In summary, there was an IT outage in May of this year that provided the opportunity to really demonstrate some of the improvements that the IT team has made around alerting, security and acting on an issue. When there was an outage, the quick action from our security team, in combination with our IT team, allowed us to contain an issue within fifteen minutes of establishing and quarantining it. This clearly demonstrates that the taskforce was fully accurate in their recommendations as some of our applications were not affected at all during the May incident due to moving a number of things to a cloud-based solution.

Two-factor authentication has been deployed throughout the environment and from a security point of view that added level of password security has helped tighten security on the system. Regular training for SROA

staff on security has proven effective and continues on a regular basis. Network performance at a high level has been increased up to a gig and endpoint protection has been deployed on all servers and end user devices.

The four areas the IT taskforce concentrated on were security and continuity, networks, cross-departmental GIS, and migration to the cloud.

In regard to security, a baseline from a computer self-assessment has been completed as was staff training and the immediate budget priorities in 2023, the first year of this three-year plan. In the second year of the plan, a metrics-driven approach was adopted to ensure we stay ahead of threats. IT staff conducts phishing exercises within the company and tracks how employees and board members score. We are doing very well and are planning to ramp some of those tests up to the next level. Overall, IT Director Seifert has been impressed with the results of these tests.

The business continuity and disaster recovery plan will be completed in the first quarter of 2025 and that is measuring each individual group and how long they could be down or impacted during an IT outage without negatively impacting their business. This will ensure that we have the appropriate back-ups in place, which areas should be addressed first, etc.

Additionally, the IT team will continuously work to improve security and continuity posture through management of SROA proprietary network and cloud migration.

Mr. Seifert reviewed the security and continuity progress including endpoint security controls, two factor authentication, phishing, cyber security awareness, PCI compliance policy draft, quarterly PEN and vulnerability testing, and password reset policy implementation.

Mr. Seifert reported that relative to the network and communications, the primary network connection has been upgraded to a gig internet connectivity. Fiber has been extended to the Member Pool. Wireless and guest wireless are being rolled out and we are also upgrading the network involving switching some of our land environment needs.

A cloud-based phone system has been implemented and fiber has been installed to the pickleball/tennis hut, and Member Pool. The core network has been upgraded and the database received significant improvements during the May outage when the IT team realized that having our database and Microsoft Azure makes more sense from a cloud-based solution, so the opportunity was taken to move our database there.

In relation to GIS, we currently have a statement of work with Tetra Tech and together we have made some great improvements there although the work is not quite finished. We are approximately 30% done with the adoption of one of the GIS pros and 70% of the online application has been migrated to this new solution. The new SROA GIS analyst replacing an employee who left SROA starts on November 1st and will spearhead this project.

As far as cloud strategy, the IT team reviews all applications to determine from a usability point of view if it should be considered for a cloud-based solution. A cloud provider and single environment with perimeter security selections are complete and the team is well on the journey of building sub-domains for individual applications.

Future software-as-a-service (SAAS) targets include the document management system as well as potentially moving the point-of-sale system to the Jonas application.

The Board had several questions for IT Director Seifert and thanked him for this update today.

ADMISSIONS MODEL WORK GROUP UPDATE

The Board was provided a breakdown of recreation statistics for the month of September.

As of September 30, 2024, a total of 7,145 Member Preference Program (MPP) cards have either been purchased or renewed. Of that total, 5,686 were renewals and 641 were new cards. The remainder are extended household, long-term renter, or commercial passes. This is 95 fewer MPP cards than at the end of September of 2023. At the end of September, the MPP revenue totaled \$622,398 or 98.5% of the annual budget.

Regarding the 2024 Recreation Plus Program (RPP), as of September 30, 2024, there were 886 homes and/or condominiums signed up for the program. Last year at the same time there were 918 properties participating in the program. Mr. Kessarlis also provided a breakdown of the RPP's by the number of bedrooms. RPP revenue is at \$2,515,070 or 97.4% of the 2024 budget.

Gate revenue is currently sitting at \$622,568 or 107.27% of the budgeted \$580,357.

SHARC hosted a total of 9,157 attendees at the facility in the month of September compared to 12,807 in 2023, a decrease of 3,650 attendees and no doubt connected with the threat of wildfire experienced in the area in September. Additionally, the first day of the Labor Day weekend fell on August 31st or that number would have been 1,500 to 2,000 higher. Of that number, 2,926 were owners, 4,578 were RPP pass holders, 40 were member guests, 229 were extended family, and 730 were gate admissions.

17,908 people have visited the Member Pool this season compared to 17,636 in 2023.

By the end of September 2024, staff have issued 56,660 paper guest passes and of those 10,069 have been redeemed at SHARC and 4,514 have been redeemed at the Member Pool.

Year to date, there have been 191,844 guests at the SHARC facility compared to 189,261 by the end of September of 2023, an increase of 2,583 visitors.

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.

In tennis/pickleball, while we had a fairly good season overall, we budgeted more in rental revenue from pickleball paddles and rackets and what we are seeing more and more is that owners are starting to stock their rentals with pickleball paddles for their guests to use. We also had a large pickleball tournament scheduled the same weekend as Uncorked. This tournament was also canceled due to the threat of evacuation due to the Bachelor Complex fire.

The Café had another good month in September with total seasonal sales sitting at \$594,617.50 of which SROA receives 18% or \$107,031.

Facility event space rentals are up \$11,738 this year thanks to the hard work of our events staff and Events Manager Beth Herron. The annual budget for events is \$115k and we are currently sitting at \$101,107. However, there are several events on the books through the end of the year so we should be able to hit budget. There continues to be a lot of non-paid events for local groups on the books as well. The cancellation of the Uncorked event this year due to the Bachelor Complex fire resulted in an approximate \$12k loss.

2025 FEES FOR SERVICES

Assistant GM Kessarlis directed the Board to the information provided to each of the Board members in regard to this topic noting that the Admissions Model Workgroup met and reviewed the proposed changes earlier this week.

Each year SROA management staff begin working on the following year's budget in August/September. Management staff then meets twice with the Admissions Model Workgroup in September and October to draft and eventually recommend the following year's fees for services for each SROA department that generates revenue.

One of the goals of this process is to have fees that adequately cover the staffing and organizational cost of providing the service to owners and guests, along with looking at comparisons of like-minded communities and their fees for similar services. As a key philosophy, (as much as financially possible), SROA's Fees for Services are offered to owners at a substantial discount versus the prices charged to the general public. In most cases the discount percentage for owners is fifty percent off the general public rate.

Assistant GM Kessarlis reviewed the fees scheduled to increase in 2025 which include long-term RV storage rates, Scene advertising rates, some tennis and pickleball rates, MPP and extended family cards, RPP card rates, Fort Rock Park rental rates, propane tank rentals, event space at SHARC, and some project submittal fees in Community Development.

Treasurer Pederson noted the Finance Committee was split on whether to raise the MPP card rate or increase the general public rate instead. After much discussion it was a 4-3 vote, so it was not a unanimous decision.

The Board had several questions for Assistant GM Kessarlis and thanked him for this presentation. This item is on the agenda for action at tomorrow's meeting.

SR RESORT MANAGEMENT FEES

GM Lewis reported he has been working for over a year with the Resort and the Village @ SR on their maintenance fees. For those new to the Board, GM Lewis noted that there is a formula in the Consolidated Plan that is utilized to calculate the maintenance fees those to entities pay. Part of that calculation is based upon the real market value of those properties as established by the County Tax Assessor which is an element out of our control.

SROA reached an agreement with the Village @ SR a year ago that they would pay the same maintenance fee increase every year that the Board decides on for the rest of the owners of Sunriver properties but with a cap of 4%. The Finance Committee felt comfortable with that since the average over the past ten plus years, absent the COVID years, has been 3.75%.

The same formula was proposed to Sunriver Resort and although they were initially skeptical, through continued negotiations with Managing Director Tom O'Shea, an agreement was reached like the one with the Village. Since then, Mr. O'Shea has come back with some edits their legal counsel recommended and to which SROA is not in agreement with.

Mr. O'Shea was unavailable to meet until next week, so GM Lewis has not had a chance to discuss these latest edits with him. The main sticking points are their desire to pull the transfer of the agreement if there was a transfer of ownership and they did not want it to be applicable to any new property acquisitions. The term of the agreement is for five years with additional one-year extensions built in which the Resort is not in agreement with, and which SROA is pushing back on in case we are in a negotiating phase when the original agreement expires. GM Lewis will keep the Board in the loop on his progress on this issue.

President Beenen suggested that it might be time to consider making changes to the Consolidated Plan as well.

GM Lewis also noted that the County Tax Assessor does not always adjust the real market value on a regular basis, and they have not done it consistently in the past several years. It was done two years ago and prior to that, the values had remained flat for six or seven years resulting in the maintenance fees actually going down some years. Bottom line, we are still working on getting the agreement finalized with the Resort and the general manager will keep the Board apprised.

2025 BUDGET UPDATE

GM Lewis reported that the initial budget for 2025 that included an approximate \$100k deficit was presented to the Finance Committee on Thursday. That budget was calculated at a 3.75% increase in maintenance fees along with the adjustments to other fees that were discussed earlier. This is fairly standard procedure and the next meeting with the Finance Committee will be held on October 31st followed by the regular Finance Committee meeting in November. Between now and then there will be pencil sharpening and red lining to reduce that projected deficit.

The Finance Committee provided some good feedback and some of the biggest issues for the committee are the proposed capital expenditures and its effect on both the operating and reserve budgets. There was also discussion on the proposed Fees for Services followed by much discussion about the proposed addition of part-time staff in several different departments, which equates to 2.5 full-time equivalent (FTE). Also discussed is how wages are calculated and the wage pool that the Board approves every year. This year what staff was recommending is that some of that wage pool be designated as a cost-of-living allowance and some of it be designated as a merit increase.

Controller Healy commented that Public Works (PW) Director Mark Smith has been on vacation for the past two weeks, so Mr. Healy has not yet had the opportunity to go over the proposed PW budget in great detail. There is more work to be done on that departments budget and Mr. Healy and Mr. Smith will be meeting early next week to start that review.

Treasurer Pederson commented there was considerable discussion on the proposed new capital projects for 2025. As was noted earlier, there are a lot of requests for 2025, and the Finance Committee basically disagreed with the Association's ability to fund all the requests in the coming year and to stay on track to meet our 2042 goal of having the reserves 70% funded. There was a \$800k request for new capital for the expansions of the owners living room and fitness room at SHARC and \$776k for phase one of the Fort Rock Park improvements, \$575k for the remodel of the Administration office once the Police Department moves to their new location minus what has been spent in 2024 which is approximately \$75k and was already approved for 2024. Additionally, there was a request for \$175k for the refresh/remodel of the Café at SHARC. There was also mention of \$800k that was not included in this proposal for an expansion/remodel of the office space at SHARC. There is also a request for up to \$2 million to create a bike/walking path between Circles 2 & 3, and there are phases two and three of what is being proposed at Fort Rock Park.

The Finance Committee directed staff to come back with a recommendation to reduce what was initially proposed as all these projects cannot all be funded in 2025. As the GM mentioned, the next meeting will be held on October 31st. Another question that remains for the committee is whether SROA can afford an additional 2.5 FTE to enable several departments to become more streamlined and efficient.

President Beenen added that in regard to the capital reserve budget, based on the 3.75% increase and a 2% increase into the capital reserve, we would be adding \$4 million into the capital reserves in 2025, and the original proposal is an expenditure of \$5.2 million which just does not pencil.

GM Lewis commented that two weeks ago a work plan/goal setting meeting was held with the Board and staff. Utilizing the information recommended in the 2030 Strategic Plan as well as the input received from the Board that day, the items being proposed are the ones that rose to the top in that discussion. It is a matter of prioritization and now things will have to be further prioritized to meet the acceptable standard.

Treasurer Pederson noted appreciation for all the items having been brought forward for the Board to consider and provide their input on. Treasurer Pederson also added that it is not out of the question that the Board may need to consider a vote of the owners for a one-time special purpose assessment to fund projects such as the lack of a pathway between Circle 2 to Circle 3, the future improvements to Fort Rock Park, or the lack of connector paths in the Meadow Road loop.

Director Mobley added his appreciation for what is obviously a very thorough and well-managed process. Treasurer Pederson commented that also worth mentioning is that included in the replacement budget, besides the normal kind of things that up for renewal and/or replacement, is the pasture fences out in the meadow approaching Mary McCallum Park. There is \$284k budgeted to replace the fencing, removing all of the barbed wire, and failing posts that are well over fifty years old and replacing it with non-barbed, wildlife friendly fence. GM Lewis commented this is an important issue as there are horses pastured there for which SROA receives fees via a pasture lease and the current fencing is not wildlife friendly.

In closing out this subject President Beenen noted the 2025 budget is still a work in progress and will hopefully meet everyone's expectations and be approved at the November board meeting so things can move forward at the beginning of 2025.

GM Lewis thanked Controller Healy as well as the rest of the department heads for their hard work on getting the 2025 proposed budget to where it currently is.

REVIEW OF 10/19/24 AGENDA

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

OTHER BUSINESS

GM Lewis noted that Executive Assistant Becki Sylvester is scheduling the yearly meeting to review the Agreement for Enforcement of Rules & Regulations with SSD Managing Board representatives and the Police and Fire Departments. One of the items that SROA will be noticing the SSD about is a review of the bike patrol and rules enforcement contracts. While these will not necessarily be discussed at the upcoming meeting, the SSD representatives will be informed that SROA will be reviewing and possibly suggesting revisions to those existing contracts.

Director Burke mentioned the current race for sheriff in Deschutes County noting that one candidate wants more of the transient room tax dollars (TRT) be designated to the sheriff's department and the other does not. President Beenen commented that he, Director Mobley, and GM Lewis met briefly yesterday and had a discussion on this topic. Essentially, at this point we will be waiting and watching to see if there is the potential for a legislative solution. There is some indication of that, however, we do not have 100% confirmation as of now but there is an indication that TRT taxes will be discussed in the next legislative session. Our objective is if there is an opportunity to join in with other voices, we stand a better chance as we probably cannot affect a change on our own. We are reaching out to various Oregon legislative personnel to determine if we can get added to their agenda and find out more about what is being planned for the legislative session. There are a lot of unknowns at this point, but we do know we can anticipate that

Deschutes County is going to be very resistant to any change that lessens the amount of TRT monies they receive so we will have opposition.

Referencing a recent op-ed by Deschutes County Commissioner Phil Chang, President Beenen commented that Mr. Chang had pointed out in response to sheriffs candidate William Bailey's desire to have more TRT dollars given to the sheriffs department, that the vast majority of the TRT dollars come from Sunriver who has its own police force, so in Mr. Chang's opinion it would not be appropriate to give more of those monies to the sheriffs department.

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

ADJOURN TO EXECUTIVE SESSION

Director Murray moved to recess the public meeting and reconvene in executive session under the authority given in the SROA Bylaws Article 4, Section 11 to discuss contractual, personnel, and legal matters that may be subject to a claim of privilege. Seconded by Director Schneider, motion passed unanimously.

The public meeting recessed at 11:16 A.M.

The public meeting resumed at 11:55 A.M.

ADJOURN

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

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

The public meeting adjourned at 11:56 A.M.

Respectfully submitted,

Mark Murray, Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SROA BOARD ROOM
OCTOBER 19, 2024**

DIRECTORS PRESENT: Gerhard Beenen, Bill Burke, Clark Pederson, Keith Mobley, Linda Beard, Mark Murray, Randy Schneider & Brad Banta

DIRECTORS PRESENT VIA ZOOM: Veronica Jacknow

STAFF: James Lewis, Susan Berger & Richie Villagrana

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

NUMBER OF ATTENDEES: 2

OWNERS FORUM: Lori Menalia, 7 Aquila Condo spoke and submitted written comments directed at the unsightly nature of the recycling depot and she feels that since it is permanently being closed on October 31st, it should be removed.

Greg Slater, 13 Fir Cone Lane, addressed the new kiosk signs on the pathways. He appreciates the new signs but asked why the rules included thereon did not include the e-bike rules for Sunriver and suggested they be added.

GM Lewis reported that he received some correspondence from owner Bill Hepburn after yesterday's work session regarding his request for SROA to take on the process for implementing county code requirement for a firearms discharge restriction. Mr. Hepburn wrote to clarify some things that GM Lewis will address during the other business portion of today's meeting.

OWNER FORUM FOLLOW-UP FROM PREVIOUS MONTH

Director Burke followed up with owner Paul Lindstrom regarding his concerns with signage and ebikes urging the Board to install more signage notifying owners and guests what is acceptable. Mr. Lindstrom suggested utilizing signs such as the No Fireworks signs SROA uses that could be installed along pathways in the community. Director Burke informed Mr. Lindstrom that there will be a taskforce dedicated to pathway safety in 2025 and encouraged him to keep tabs on the situation that way.

Director Mobley followed up with Bill Hepburn regarding his proposal about the no shooting zone in Sunriver, a conversation that continues. Director Mobley also followed up with Cindy McCabe regarding her pathway safety concerns and her desire for some paths to require that dogs be on leashes.

President Beenen responded to Craig Carver's concern about the Administration office being closed during the recent Level Two evacuation via email. President Beenen explained to Mr. Carver that a number of those employees were also receiving Level Two and Three evacuation notices during that time and needed to secure their dwellings, take care of their families, and get into a safer place. Additionally, a number of employees have the ability to work from home, which was deemed the safest under the circumstances. There were some employees including the general manager who were in the office on those days, there was a clear message on the phone system on where to find the latest information and the SROA website was updated on a regular basis with all the latest information available.

Treasurer Pederson followed up with Kevin Mitchell regarding his concerns over the vote tally in the recent election not being posted on the SROA website and about the Board not appointing the fourth-place vote getter to former Director Gillies position. Mr. Mitchell was happy to have received a call from SROA a few days later informing him of the oversight of the vote tallies not being posted on the website and that they were now available on the website. Director Pederson noted that they had a very pleasant conversation and Mr. Mitchell seemed satisfied.

Treasurer Pederson also followed up with Aaron Coldiron regarding his unhappiness about the closure of the recycling center and his desire that the Board find a new location for those who have too much for the side-yard recycling option. Treasurer Pederson shared that Cascade Disposal has agreed to include in the pick-up any broken down cardboard that is too large to fit in the container if it is leaned up next to the co-mingle bin. Mr. Coldiron was pleased with hearing that and while on the phone with Treasurer Pederson also expressed his view that SROA should look into buying a golf course or negotiating rights for owners to golf at a discount in Sunriver. Mr. Coldiron also encouraged the Board to look at older homes and redevelopment to make it easy for new buyers of a property to tear down and do major renovations. Mr. Coldiron believes SROA should do everything they can to assist in that process and to help clarify any restrictions on the property prior to them buying the property. Mr. Coldiron also suggested expanding the Village @ Sunriver to provide underground parking similar to what Vail, CO has and to add an elaborate hotel of some kind. Treasurer Pederson explained to Mr. Coldiron that the Village @ SR is private property and not part of SROA.

Director Burke has followed up with the three unsuccessful candidates from this year's election to encourage them to join a committee, taskforce, or workgroup so hopefully there will be some continued interest by them.

RECAP OF 10/18/24 BOARD WORK SESSION

President Beenen reported that the Board met for several hours on Friday and discussed the Board's acknowledgement of the new Management Agreement between the Sunriver Service District and Deschutes County, an item that is on the agenda for action today. GM Lewis provided an update to the Board on Deschutes County's plan to construct roundabouts at the intersections of Spring River Road and South Century Drive, at South Century and Huntington Road, and also at Spring River Road and Venture Lane, the road that goes into the Sunriver Business Park. GM Lewis provided an overview of what the County is examining.

The Board heard information from the general manager on the Deschutes County codes in relation to owner Bill Hepburn's request that SROA spearhead an effort to have all Sunriver included in a firearms restricted area and the process that would be involved if the Board chooses to move forward on that issue. Each subdivision in Sunriver would have to have a vote and 60% of each sub-division would need to vote in the affirmative for the proposal to get approval.

IT Director Gary Seifert provided an update on year two of the IT Department's three-year Strategic Plan. A lot of progress has been made over the last eighteen months or so. A sign of some of the improvements that have been put in place was the fact that when SROA experienced an incident earlier this year, it was quickly resolved with very little damage occurring.

Assistant GM Kessarlis provided an update on Recreation Department statistics for the month of September and year-to-date. We are very close to hitting budget both in terms of the Member Preference Program and Recreation Plus Program. Gate admission budget has been met and exceeded for the year. While we did have some smoke days in both August and September, overall, we have had a successful recreation season.

Assistant GM Kessarlis also provided an outline of the 2025 Fees for Services, which the Board will be voting on today.

GM Lewis provided an update on the negotiations with Sunriver Resort regarding their maintenance fee agreement. We are getting closer to an agreement that both parties feel is acceptable but there still is more discussion that needs to take place on some of the features of that agreement.

GM Lewis, Treasurer Pederson, and Controller Healy provided an update on the progress of the 2025 budget, reporting the first draft was presented to the Finance Committee on Thursday. The committee will meet again on October 31st and will have a final meeting on the budget in November prior to the Board meeting.

A brief discussion was held on Transient Room Tax (TRT) dollars and the hope that some legislative changes might be considered during the next legislative session.

An executive session was held to discuss a legal and personnel matter.

BOARD ACTION
BOARD MEETING MINUTES

Director Pederson moved to approve the minutes of the September 20, 2024, board work session minutes as corrected. Seconded by Director Murray, the motion passed unanimously.

Director Burke moved to approve the minutes of the September 21, 2024, board meeting minutes as corrected. Seconded by Director Schneider, the motion passed unanimously.

BOARD ACTION
FINANCIALS

SROA Treasurer Pederson reported that under operating revenue and expenses for the current month, we had a total of \$92,428 to the positive which was \$27,519 better than budget and for a variance of \$64,909. Operating revenue was significantly under budget largely due to gate revenue as well as the first day of the Labor Day weekend falling in August. Additional revenue was lost due to the cancellation of the Uncorked event and a large pickleball tournament due to the threat of the Bachelor Complex fire.

Under operating expenses, the \$116,662 to the positive includes \$52k that was saved in salaries and burden due to unfilled positions in the company earlier this year. The \$57k to the positive in materials and services is mainly due to timing of invoices for services being or not being received in time for this report and/or the holding off ordering some supplies such as deicer and sanding materials until after the end of the month.

Year-to-date, the variance is \$261,470 and at this point the Finance Committee believes we will end the year with a \$150-175k surplus unless it is needed for some unknown expenditures.

On the non-operating side, the variance for the month is \$11,874 better than budget due mostly to interest income being higher than anticipated. Year-to-date, the variance is \$84,812 to the positive, \$60k of which came from interest income. Additionally, there were some SHARC special purpose assessment payoffs in the amount of \$14k.

President Beenen added that the seemingly large non-operating surplus of \$1.8 million will be diminished as we pay for fall road work projects and ladder fuels reduction contracts that have been completed.

In looking at the cash/investment balances, we have a negative \$846,801 in the operating fund which will come in line after the quarterly capital transfer is approved later this morning.

Treasurer Pederson reported the average interest rate went down, which is no surprise, and which drops the yield on our money market and investment accounts, although we are still at 4.63% at this time. In relation to replacement reserves, it was noted there will be approximately \$800k in asphalt charges and \$400k in reserve replacement that will hit in November. Treasurer Pederson noted that we will also save the approximant \$600k that was to be spent on a tunnel this year since that project has been put on hold.

Referencing the aging summary, Treasurer Pederson noted that it went up slightly with the total currently being \$135,887 versus \$131,679 last month. Payment on a \$5k fine that was setup on a payment plan is due next week, so that aging balance total will be reduced some.

SHARC gate admissions are currently \$59,211 better than budget for the year.

For the month ended September 30, 2024, there was a net operating surplus of \$92,428 which was \$64,909 better than the budget. Operating revenues were less than budget by \$51,753. Gate revenue missed budget by \$15,420 due to fire closures and early Labor Day weekend. Refunds were processed for the Sunriver Slam Pickleball Tournament and Uncorked which contributed to the negative variance. Salaries and burden were under budget by a combined \$52,246 due to open positions in the administration and recreation departments. Materials and services were under budget by \$57,216 due to timing of utility costs and sanding/deicer budgeted in September but not yet purchased.

For the first nine months of 2024, there was a net surplus of \$309,139 which was \$261,470 better than the budget. Operating revenues were over budget by \$20,772 mainly due to SHARC admissions, Scene advertising, café revenue, and ladder fuel compliance fines. Those variances were offset by shortfalls in pickleball tournament revenue, SHARC special programs (Uncorked) and design review fees. Member Preference Program (MPP) and Recreation Plus Program (RPP) are at 98.5% and 97.4% of their respective annual goals. There have been thirty-two fewer RPP passes sold in 2024 compared to the same time frame as 2023. Salaries and burden were under budget by a combined \$272,032 through the first eight months of 2024 mainly due to open f/t positions in public works, recreation, and administration. Materials and services were over budget by \$6,680 due to utility costs, sanding cinder/deicer, pool chemicals, fuel, and building supplies. Legal fees were over budget by \$44,676 over the first nine months.

As of this report, 262 homes have been converted to bulk fiber and transitioned to SROA'S mater billing account.

Due to a six-inch gas line that was discovered the tunnel project is being postponed until 2025.

As of September 30, 2024, there was a combined operating and non-operating surplus of \$2,143,883 which was \$346,282 better than budget.

Total assets of September 30, 2024, were \$38,749,195. Cash and investments totaled \$16,305,435, a decrease of \$1,017,641 from August. As of September 30, 2024, there was \$15,957,442 invested in the Federated Hermes Government Obligations Fund and US Treasuries with durations between 90-day and 5-years with an annual yield of 4.63%. Fixed assets placed into service included carwash overhead equipment, outdoor pool boiler, and shop crane. Construction in progress included the public works building, freightliner dump sander, SHARC A/V equipment, and gelcoat on the SHARC slides.

September 30, 2024 (Year to Date Unaudited)

	<u>ACTUAL</u>
TOTAL REVENUE	\$10,765,324
TOTAL EXPENSES	\$10,456,185
OPERATING FUND SURPLUS	\$ 309,139

Director Mobley moved approval of the unaudited SROA financial statement for the month ending September 30, 2024, as presented. Seconded by Director Burke, motion carried unanimously.

GENERAL MANAGER'S REPORT

GM Lewis reported his recap is for activities in September.

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

GM Lewis continued follow-up work with SROA legal counsel regarding fine/fee lawsuits, HR issues, threatened litigation and more.

GM Lewis met with the landscape architects regarding the Winners Circle Park design and landscaping, the new Public Works building and a conceptual Fort Rock Park master plan.

GM Lewis met with Deschutes County Administrator Nick Lelack regarding the potential to repurpose County dollars spent for recycle depot servicing to be used as grant opportunities for SR owners to construct recycling facilities, specifically multi-unit residential complexes.

GM Lewis coordinated with the SRFD and SRPD Chiefs regarding wildfire evacuation levels, closures, noticing, etc.

GM Lewis participated in an Oregon Legislative Subcommittee roundtable meeting regarding state transportation needs.

GM Lewis conducted new board member training for Directors Banta, Jacknow and Schneider.

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

GM Lewis met with SR Resort staff regarding multiple management, coordination, and enforcement issues.

GM Lewis met with SR Resort Managing Director Tom O'Shea regarding the maintenance fee agreement.

GM Lewis attended ongoing/regular meetings with TDS regarding the physical construction and eventual migration of all owners who desire it to fiber.

GM Lewis prepared the agenda and documents for the Board Work Plan/Goal Setting Special meeting that was held in early October.

In Accounting, the Controller presented the unaudited financial statements for the month ending August 31, 2024, to the Finance Committee and Board.

Accounting staff continued the billing process for bulk fiber to home accounts.

Accounting staff continued work on 2025 budget spreadsheets assisting department heads with questions and/or issues.

The SROA Controller submitted applications for 2025 general insurance renewal.

The IT department reported no outages in September.

IT Director Seifert is in the process of doing interviews for a GIS/DBA employee. In the interim we are using a managed service to provide database support through Xtivia.

Updating of the system backups procedures/approaches for multiple IT systems is underway.

Xtivia has identified a set of priority items to solidify and stabilize our database environment. A schedule is being developed to implement fixes for each item while minimizing disruption and reduce risk.

IT staff resolved the GIS Tetra Tech VPN access issue.

IT staff met with Tetra Tech to discuss GIS mapping, and data input via iPad.

In the Communications Department, Scene advertising was at \$22,290 (\$19,823 in 2023).

There were 220 reads of the online September Scene including readers from Canada, Ireland, Australia, and the Philippines.

There were 15k visits to the websites including users from Canada, India, Germany, Pakistan, United Kingdom, and Australia.

SROA websites most popular pages in September were Weather, News & Notices, Today's Schedule, Admission Rates, and Recreation Swim.

The SHARC websites most popular pages were Aquatic Hours, Today's Schedule, Admission Rates, and Recreation Swim.

Sunriver Style received more than 1,900 site visits in the last month. Top pages were What's Going On, Pathways, River Adventures, and Weather

Social media: Fire & Evacuation Information, Slow Down for Wildlife, Tunnel & Roadwork, Central Oregon Sundays at SHARC, Disc Golf, Uncorked & Sunriver Slam cancelation announcement due to Little Lava fire, Labor Day Recreational Changes.

Eblasts included: Little Lava Fire evacuation and other fire-related notifications, road/tunnel work, daffodil sale, Uncorked/Pickleball Tournament Cancelations.

Other projects included updating websites from summer to off-season scheduling. Working on the 2025

Owner Guide & Directory. Board approved revisions to the SROA Employee Handbook are completed and Table 6 of the Design Manual of Rules & Procedures have been updated to reflect the changes related to project fees. The 2025 budget for Communications was completed and submitted to Accounting.

The Community Development Department reports the Design Committee meetings continue to occur on a regular schedule. There were four submittals for the first meeting in September and two for the second meeting.

There are currently approximately 300 active projects/building permits (up by 11 from the previous month of August.)

The number of applications submitted in September was down slightly from the same month in 2023 – from 109 in 2023 to 97 in 2024.

Community Development staff continued issuing compliance letters for design and rule violations with 32 letters having been sent in September.

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 are still 25 homes identified by the annual paint survey that have not been painted. A third letter has been sent and staff is continuing to perform inspections and the deadline to comply is October 31, 2024. Citations will be issued to owners who are out of compliance post October 31st.

A proposed rule change of Magistrate procedures was presented to the Covenants Committee for review. Additional changes will be presented at the October Covenants Committee meeting for review and discussion.

The 2024 Annual Paint survey is being performed this fall. Design Committee members are also identifying properties with tree protections, which will give staff a starting point for tracking timelines and compliance.

The Natural Resources (NR) department completed and submitted the proposed 2025 Natural Resources budget to the Accounting Department.

NR staff started annual LFR inspections of private properties.

NR staff started flagging property lines and marking trees for the 2025 Ladder Fuel Reduction (LFR) contract.

NR staff prepared and mailed LFR third violation notices.

NR staff prepared and mailed noxious weed violations.

Pre-emergent application was applied to cheat grass.

LFR and tree thinning on commons continued.

In Public Works, park safety and maintenance checks are occurring on a regular basis and all recreation courts are still being maintained.

Signs and notifications were set up and distributed for the fall road work.

Circle 7, Pro Staff Lane and Sun Eagle Lane all received full depth reclamation, and that work is complete.

The Fleet Services staff did pump testing on the Fire Department's FD221 Pumper.\

The capital reserve replacement chassis for the PW sander truck was delivered.

The wash bay door was repaired, and the car wash is operational.

The interior water slides at SHARC received a gelcoat refinish.

Winterization of the SHARC facility is in progress.

The Member's Pool is being winterized and the water slide cleaning/buffing is in progress.

The Public Works Building is on schedule to be completed in October. The landscaping as approved by Deschutes County and the SROA Design Committee has started.

The Public Works driveway will be paved in October.

The kiosk projects are complete and look great.

In Recreation, 47,208 owners and guests visited the SHARC facility in August compared to 43,370 in August of 2023.

There were 6,992 MPP memberships purchased to date and 886 homes are enrolled in the RPP program.

18,927 owners and their guests visited the member pool in 2024, up from 16,997 in 2023.

The Uncorked and Sunriver Slam Pickleball tournament were cancelled due to the Bachelor Complex fire.

An aquatic supervisor was hired in early September, and we are glad to have him on board.

The floor in Benham Hall will be replaced with laminate flooring this month.

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

Ex-officio member Randy Schneider reported that SSD Managing Board met on Thursday and reported

the new Public Safety Building is still on schedule and the move in date is still planned for January 3, 2025, although there is talk that the police/fire would like until the end of January to vacate their current space, something that will be discussed more as that extension will disrupt the plans SROA has for starting the remodel on the Administration building. GM Lewis will be talking with SSD Chair Fister about the issue on Monday.

The SSD is now in the process of buying the furnishings for their new building which they hope will all be delivered in December.

The SSD Strategic Plan and post-incident procedures have been updated.

The SSD's annual audit is complete, and they were issued a clean report.

The fire chief reported they received double the number of calls in September than they did in September of 2023, but their turn-out times remain good.

The Fire Department assisted in a recent drowning and Director Schneider learned that the SR Fire Department does not have a boat for water rescues, only an inflatable boat with no motor for river or pond frozen rescues although this was in assistance to Deschutes County.

The new Community Service Officer position and the individual who filled that position was discussed.

The Police Department had 561 calls in the month of September and 33 cases, 14 of which were outside of Sunriver. 14 arrests were made, and the majority were for driving under the influence of alcohol.

The Citizens Patrol operations are transferring from being under the police department to under the general service district and the new CSO will be assisting in that effort.

The District will be switching over to a .gov website which will be much more secure and user friendly.

A new corporal has been hired in the police department. This officer comes from Salem with twenty years of experience.

BOARD ACTION
QUARTERLY CAPITAL TRANSFER

Director Pederson moved approval of the transfer of \$752,726.51 from the Regular Reserve Fund and \$38,879.40 from the SHARC Reserve Fund to the Operating Fund for the 2024 Third Quarter Acquisitions. Seconded by Murray, motion passed unanimously.

Director Pederson noted that once a quarter, all the replacement reserve items, the first third of things on this list, we pay for those items out of the operating money when the bills come in and because they are attributed to the reserve fund once a quarter we add them up and the reserve fund reimburses the operating fund for those expenses. The one exception being when there is something as large as the Public Works building project, we did not wait until the end of the quarter to make a \$600k transfer to replenish the operating fund.

BOARD ACTION
2025 FEES FOR SERVICES

Director Murray moved to approve the 2025 Fees for Services as recommended by the SROA Admissions Model Workgroup and Finance Committee for all SROA Departments where revenues are generated, as

attached hereto. Seconded by Director Schneider, the motion passed with eight yea votes, Beenen, Pederson, Burke, Murray, Schneider, Mobley, Beard, and Banta and one nay vote, Jacknow.

BOARD ACTION
DESCHUTES COUNTY/SSD MANAGEMENT AGREEMENT
ACKNOWLEDGEMENT

Director Pederson moved to acknowledge the restated Sunriver Service District Management Agreement (Deschutes County Document Number 2024-395, approved July 24, 2024 / Effective August 1, 2024) as attached hereto with the addition of the Addendum provided by SROA and included as Deschutes County Document Number 2024-831, also attached hereto, and authorize signature by the SROA Board President. Seconded by Director Mobley, motion passed unanimously.

OTHER BUSINESS

GM Lewis reported that he received an email from owner Bill Hepburn following yesterday's Board Work Session seeking clarification on the discussion regarding the no shooting zone requirement formation. Mr. Hepburn pointed out, and GM Lewis apologized as he had erred when he reported it would take 60% of the owners in each sub-division. GM Lewis has since been informed/educated that it is actually 60% of the registered voters within the sub-division. GM Lewis apologized to Mr. Hepburn for the confusion.

Additionally, according to Mr. Hepburn it would be 60% of the owners registered to vote in Deschutes County to sign a petition in favor of this change for it to move forward. The actual language reads: "The signatures of not less than 60% of the registered voters of subdivisions included within the proposed restricted area." If all of Sunriver is to be included, it would take 60% of those owners registered to vote in Deschutes County and has been previously discussed there are multiple subdivisions within the defined area of Sunriver. Each of these subdivisions would have to have 60% of the registered voters sign the petition.

The process would include defining all of the subdivisions within Sunriver, determining how many owners within that subdivision are registered to vote in Deschutes County and then getting 60% of those owners per subdivision to sign the petition which could result in a patchwork effect.

GM Lewis plans to meet with County legal counsel and the county clerk to seek further clarification on this issue.

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

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

The meeting was adjourned at 10:27 A.M.

Respectfully Submitted,

Mark Murray, SROA Secretary

(2)

FINANCIAL REPORT & RESOLUTIONS

Approval of unaudited October 2024 Financials

(Board Motion Required)

SROA BOARD ACTION REQUEST

DEPARTMENT: Accounting

DATE: 11/16/24

SUBJECT: Unaudited Financial Statements

ACTION REQUESTED- I, Director _____ move approval of the unaudited SROA financial statements for the month ending October 31, 2024 as presented.

ATTACHMENTS: October 2024 Financial Statement

SUBMITTED BY:

Name

Joe Healy

Position

SROA Controller

INTEROFFICE MEMORANDUM

TO: FINANCE COMMITTEE
FROM: JOE HEALY
SUBJECT: OCTOBER 31, 2024 YEAR-TO-DATE UNAUDITED FINANCIALS
DATE: 11/11/2024

Income Statement

For the month ended October 31, 2024, there was a net operating deficit of \$21,734 which was \$4,281 worse than the budget. Operating revenues were better than budget by \$11,726 due to design review fees and TDS bulk billing. Salaries and burden were under budget by a combined \$24,247 due to open position in recreation department and burden saving from full-time staff turnover. Materials and services were over budget by \$49,241. There were two months of Nature Center billing posted in October, utility and pool chemicals were over budget for the month, and TDS bulk billings accounted for the majority of the overage.

For the first ten months of 2024, there was a net surplus of \$287,405 which was \$257,189 better than budget. Operating revenues were over budget by \$32,499 mainly due to SHARC admissions, Scene advertising, café revenue, and ladder fuel compliance fines. Those variances were offset by shortfalls in pickleball tournament revenue, SHARC special programs (Uncorked) and design review fees. Member Preference Program (MPP) and Recreation Plus Program (RPP) are at 98.8% and 97.5% of their respective annual goals. There have been thirty-two fewer RPP passes sold in 2024 compared to the same time frame as 2023. Salaries and burden were under budget by a combined \$296,278 through the first ten months of 2024 mainly due to open f/t positions in public works, recreation and administration. Materials and services were over budget by \$55,921 due to utility costs, sanding cinder/deicer, pool chemicals, fuel, building supplies and bulk fiber billing. Legal fees were over budget by \$36,661 over the first ten months.

As of this report date 306 homes have been converted to bulk fiber and transitioned to SROA's master billing account.

There was \$407,100 and \$131,700 spent respectively on asphalt work and ladder fuel reduction in the month. As of October 31, 2024, there was a combined operating and non-operating surplus of \$1,837,553 which was \$413,969 better than budget.

Balance Sheet/Investments

Total assets as of October 31, 2024, were \$37,665,801. Cash and investments totaled \$15,215,794, a decrease of \$1,089,641 from September. As of October 31, 2024, there was \$15,957,442 invested in the Goldmans Sachs Financial Square Government Fund and US Treasuries with durations between 90-day and 5-years with an annual yield of 4.73%. Construction in progress included Ford F-150 replacement, hybrid server, new flooring in Dillon Hall, SHARC pool pumps, Member Pool shade structures, water slide gel coating, and SHARC office space design work.

Sunriver Owners Association

Key Data Sheet
October 31, 2024

OPERATING	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Total Operating Revenue	\$1,061,755	\$1,050,029	\$11,726	\$11,827,080	\$11,794,581	\$32,499
Total Operating Expenses *	\$1,083,489	\$1,067,482	(\$16,007)	\$11,539,675	\$11,764,365	\$224,690
Operating Budget Surplus / (Deficit)	(\$21,734)	(\$17,453)	(\$4,281)	\$287,405	\$30,216	\$257,189

NON-OPERATING	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Total Non-Operating Revenue *	\$392,438	\$383,262	\$9,176	\$3,965,490	\$3,881,619	\$83,871
Total Non-Operating Expenses	\$677,034	\$739,825	\$62,791	\$2,415,341	\$2,488,250	\$72,909
Non-Op Budget Surplus / (Deficit)	(\$284,596)	(\$356,563)	\$71,967	\$1,550,149	\$1,393,369	\$156,780
Total Surplus / (Deficit)	(\$306,330)	(\$374,016)	\$67,686	\$1,837,553	\$1,423,585	\$413,969

* Includes Reserve Fund Contributions of \$3,232,932

Cash/Investment Balances	As of	As of	Change
	10/31/24	10/31/23	
Operating Fund	\$1,065,902	\$2,135,038	(\$1,069,136)
Capital Reserve Fund	\$12,561,856	\$11,569,926	\$991,930
Recreation Operating Reserve Balance	\$1,434,497	\$1,363,558	\$70,939
SHARC Reserve Balance	\$153,538	\$4,881	\$148,657
Total Cash/Investment Balance	\$15,215,793	\$15,073,403	\$142,390

12/31/23	12/31/24
Balance	Projection
\$2,606,877	\$2,449,741
\$12,341,858	\$12,588,104
\$1,376,495	\$1,446,199
\$83,512	\$100,538
\$16,408,742	\$16,584,582

	12/31/2023	12/31/2022
Capital Reserve Percent Funded (Replacement Items & New Capital) * 70-100% Funded by 2042 per Consolidated Plan	71.3%	56.1%

12/31/24	12/31/25	12/31/26
Projected	Projected	Projected
67.8%	66.2%	54.8%

Replacement Reserves	As of
	10/31/24
2024 Replacement Reserve Budget	\$3,166,359
YTD Expenditures	(\$1,104,106)
Remaining Budget - Replacement Items	\$2,062,253
2024 SHARC Replacement Reserve Budget	\$803,801
YTD Expenditures	(\$450,177)
Remaining Budget - SHARC Replacement Items	\$353,624
2024 New Capital Budget	\$2,009,524
YTD Expenditures	(\$1,509,763)
Remaining Budget - New Capital	\$499,761
Note: Funds are not transferred from Reserves to Operations until asset is placed into service	

Aging Summary (\$82,000 in Allowance for Bad Debt)				
current & over 30	over 60	over 90	over 120	Total
\$26,270	\$1,369	\$7,128	\$92,510	\$127,277

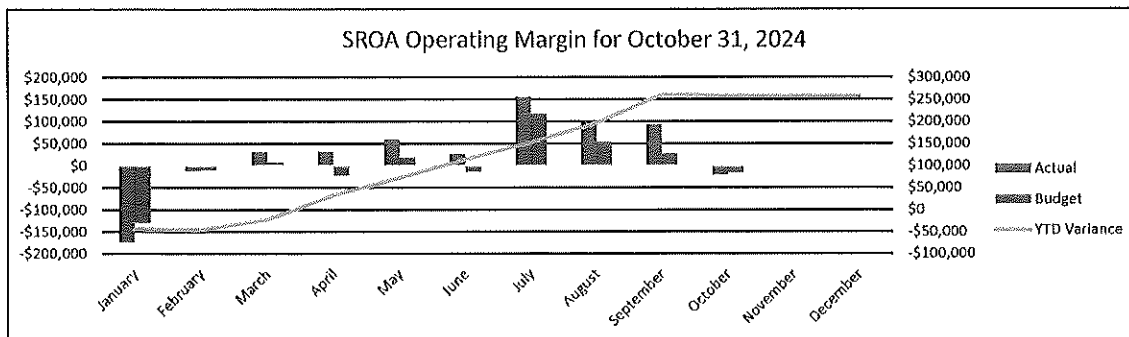
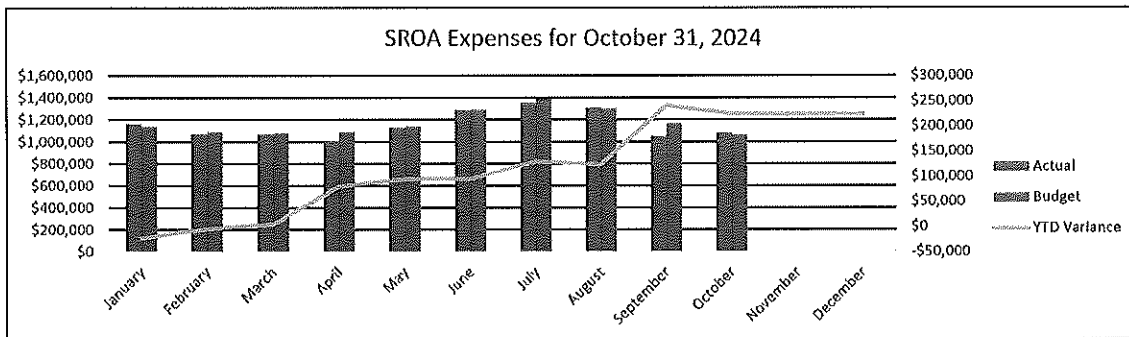
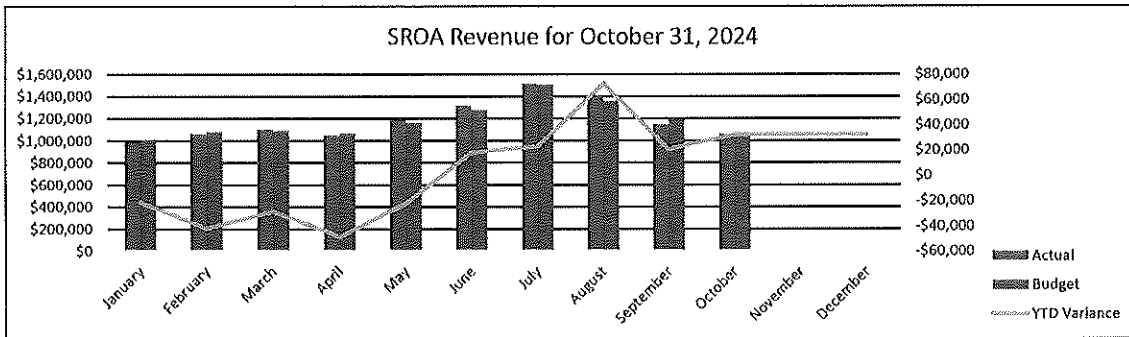
FTE (Current vs. Budget)				
	Recreation	PW/Fleet	Other	Total
Current	13.00	18.00	20.25	51.25
Budget	14.00	18.00	20.25	52.25

Recreation Pass Sales	As of	As of	Difference
	10/31/24	10/31/23	
Recreation Plus	886	918	(32)
Member Preference	7,111	7,219	(108)

SHARC Admissions (\$587k annual budget)	Current Month - 10/31/24			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Admissions	\$2,850	\$4,000	(\$1,150)	\$625,418	\$567,357	\$58,061

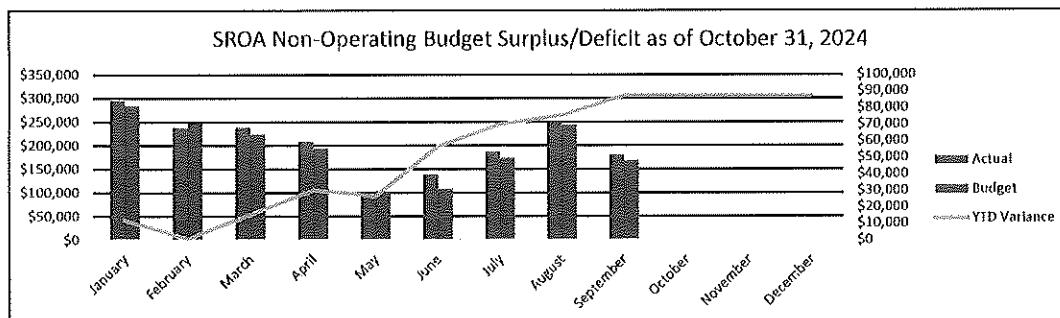
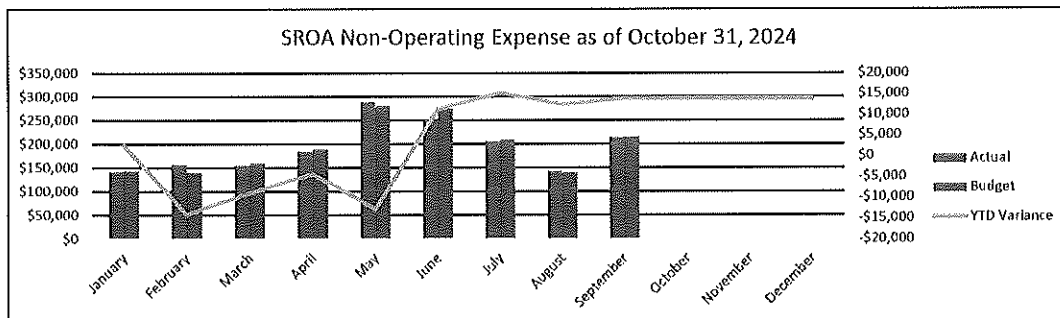
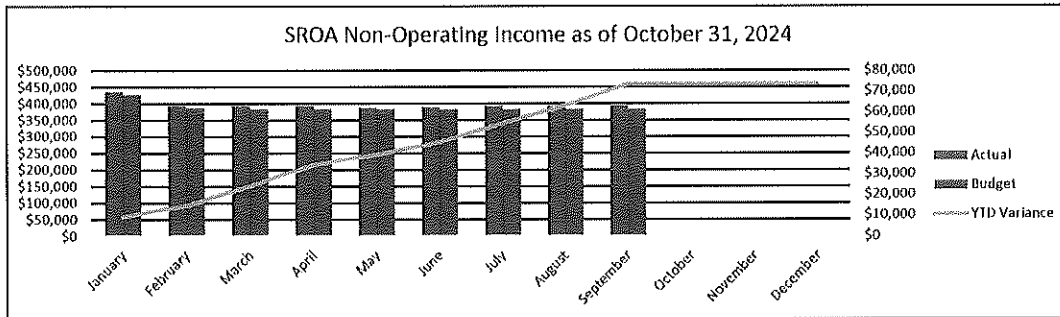
SROA Operating Income Statement as of October 31, 2024

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
ASSESSMENTS	\$681,473	\$681,473	\$0	\$6,814,735	\$6,814,735	\$0
PROGRAM REVENUE	\$354,801	\$347,273	\$7,528	\$4,532,268	\$4,536,840	-\$4,572
INTEREST INCOME - OPERATING	\$10,821	\$13,500	-\$2,679	\$225,265	\$220,969	\$4,296
OTHER INCOME	\$14,660	\$7,783	\$6,877	\$254,812	\$222,037	\$32,775
Total Revenue	\$1,061,755	\$1,050,029	\$11,726	\$11,827,080	\$11,794,581	\$32,499
Department Expenses						
SALARIES	\$349,250	\$358,441	\$9,191	\$3,790,182	\$3,947,971	\$157,789
BURDEN	\$112,288	\$127,344	\$15,056	\$1,190,500	\$1,328,989	\$138,489
MATERIALS & SERVICES	\$231,645	\$182,404	-\$49,241	\$2,550,396	\$2,494,475	-\$55,921
Total Department Expenses	\$693,183	\$668,189	-\$24,994	\$7,531,078	\$7,771,435	\$240,357
Non-Department Expenses						
INSURANCE & LEGAL	\$53,281	\$62,500	\$9,219	\$640,325	\$625,000	-\$15,325
OTHER EXPENSES	\$13,732	\$13,500	-\$232	\$135,340	\$135,000	-\$340
RSRV FUND CONTRIBUTION	\$323,293	\$323,293	\$0	\$3,232,932	\$3,232,930	-\$2
Total Non-Department Expenses	\$390,306	\$399,293	\$8,987	\$4,008,597	\$3,992,930	-\$15,667
Total Operating Revenue & Expenses						
Total Operating Revenue	\$1,061,755	\$1,050,029	\$11,726	\$11,827,080	\$11,794,581	\$32,499
Total Operating Expenses	\$1,083,489	\$1,067,482	-\$16,007	\$11,539,675	\$11,764,365	\$224,690
Operating Budget Surplus / (Deficit)	-\$21,734	-\$17,453	-\$4,281	\$287,405	\$30,216	\$257,189



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

Non-Operating Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INTEREST INCOME - SKY PARK	\$197	\$175	\$22	\$2,020	\$1,750	\$270
SKY PARK ASSESSMENT	\$1,794	\$1,794	\$0	\$17,937	\$17,937	\$0
INTEREST INCOME - CAS	\$47,399	\$40,000	\$7,399	\$472,869	\$405,000	\$67,869
SPECIAL ASSESSMENT	\$19,755	\$18,000	\$1,755	\$239,731	\$224,000	\$15,731
REGULAR REPLACEMENT RESERVE	\$323,293	\$323,293	\$0	\$3,232,933	\$3,232,932	\$1
Total Revenue	\$392,438	\$383,262	\$9,176	\$3,965,490	\$3,881,619	\$83,871
Non-Operating Expenses						
DEPRECIATION	\$135,912	\$138,325	\$2,413	\$1,380,731	\$1,383,250	\$2,519
GAIN/LOSS ON SALE OF ASSET	-\$800	\$0	\$800	-\$11,800	\$0	\$11,800
SKY PARK EXPENSES	\$0	\$0	\$0	\$52,828	\$50,000	-\$2,828
RESERVE BANK CHARGES	\$3,122	\$1,500	-\$1,622	\$17,670	\$15,000	-\$2,670
LADDER FUEL REDUCTION	\$131,700	\$150,000	\$18,300	\$328,477	\$355,000	\$26,523
ROAD & PATHWAY PROJECT	\$407,100	\$450,000	\$42,900	\$647,435	\$685,000	\$37,565
GRANT REVENUE	\$0	\$0	\$0	\$0	\$0	\$0
OTHER RESERVE EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$677,034	\$739,825	\$62,791	\$2,415,341	\$2,488,250	\$72,909
Other Reserve Expense						
Total Non-Operating Revenue	\$392,438	\$383,262	\$9,176	\$3,965,490	\$3,881,619	\$83,871
Total Non-Operating Expenses	\$677,034	\$739,825	\$62,791	\$2,415,341	\$2,488,250	\$72,909
Non-Op Budget Surplus / (Deficit)	-\$284,596	-\$356,563	\$71,967	\$1,550,149	\$1,393,369	\$156,780
Oper & Non-Oper Surplus / (Deficit)	-\$306,330	-\$374,016	\$67,686	\$1,837,553	\$1,423,585	\$413,969



SROA Balance Sheet as of October 31, 2024

Assets

Accounts	Current Month	Previous Month	Change In Balance	Comments
CASH & INVESTMENTS				
OPERATING FUND - UNRESTRICTED	\$1,065,902	\$1,746,728	-\$680,826	Operations, reserve spending, trf to reserve
OPER. RESERVE FUND - RESTRICTED	\$1,434,497	\$1,428,807	\$5,690	
RESERVE FUND - RESTRICTED	\$12,561,856	\$12,948,442	-\$386,586	
SHARC RESERVE FUND - RESTRICTED	\$153,538	\$181,459	-\$27,921	
TOTAL CASH AND INVESTMENTS	\$15,215,794	\$16,305,435	-\$1,089,641	
RECEIVABLES				
A/R MISC	-\$1,526	-\$1,526	\$0	
NSF CHECKS	\$273	\$273	\$0	
MAINT FUND RECEIVABLES	\$128,194	\$135,887	-\$7,693	Collections
A/R RECREATION RECEIVABLES	\$0	\$0	\$0	
INVESTMENT INT RECEIVABLE	\$78,435	\$72,293	\$6,142	
CABLE TV ROW FEE RECEIVABLE	\$0	\$25,750	-\$25,750	Received 3rd quarter ROW fee
DUE FROM SSD	\$6,662	\$7,938	-\$1,276	
RESERVE - UNCOLLECTIBLES	-\$82,000	-\$82,000	\$0	
TOTAL RECEIVABLES	\$130,039	\$158,615	-\$28,576	
INVENTORY				
FUEL INVENTORY	\$7,671	\$3,317	\$4,354	
MERCHANDISE INVENTORY	\$45,316	\$45,188	\$128	
TOTAL INVENTORY	\$52,987	\$48,505	\$4,482	
FIXED ASSETS				
REAL PROPERTY	\$27,657,523	\$27,662,120	-\$4,597	
CAPITAL EQUIPMENT	\$7,848,990	\$7,849,106	-\$116	
CONSTRUCTION IN PROGRESS	\$3,443,518	\$3,207,409	\$236,109	F-150 replacement, flooring, pool pumps
ACCUMULATED DEPRECIATION	-\$16,877,709	-\$16,741,797	-\$135,912	
TOTAL FIXED ASSETS	\$22,072,323	\$21,976,838	\$95,485	
OTHER ASSETS				
PREPAID INSURANCE	\$139,687	\$187,573	-\$47,886	
OTHER PREPAID EXPENSES	\$54,973	\$72,229	-\$17,256	
TOTAL OTHER ASSETS	\$194,659	\$259,801	-\$65,142	
TOTAL ASSETS	\$37,665,801	\$38,749,195	-\$1,083,394	

SROA Balance Sheet as of October 31, 2024

Liabilities

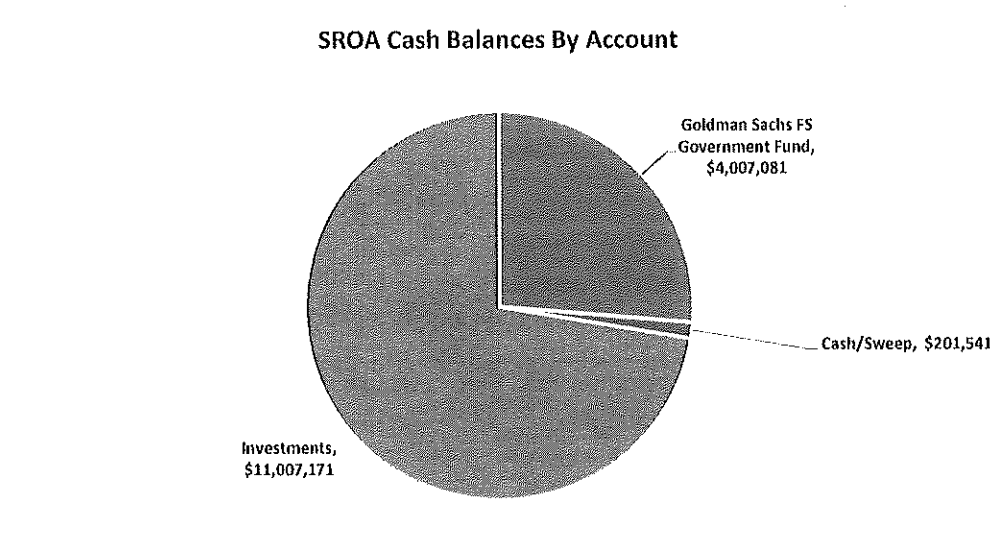
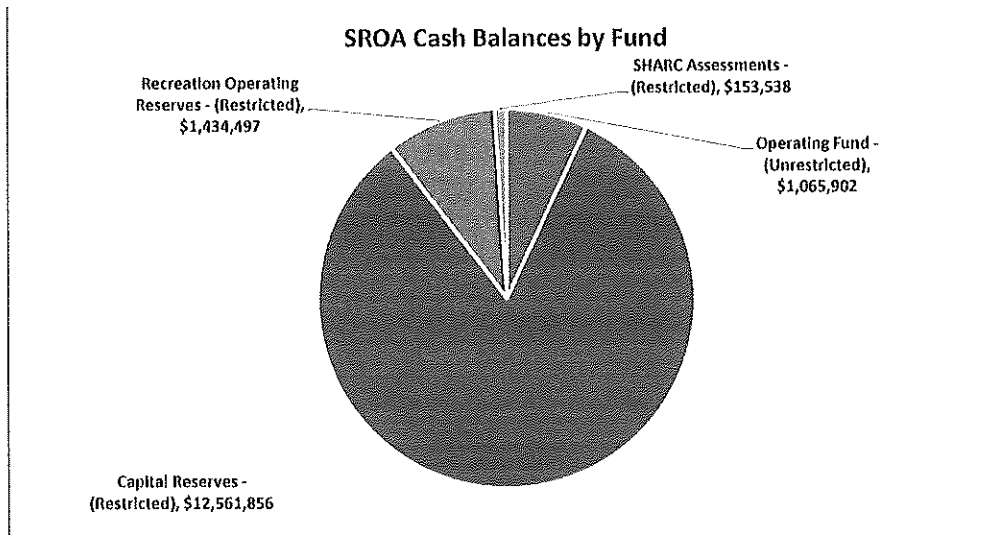
Accounts	Current Month	Previous Month	Change in Balance	Comments
ACCOUNTS PAYABLE	\$127,133	\$143,748	-\$16,615	
ACCRUED LIABILITIES				
VACATION PAY	\$222,435	\$228,492	-\$6,057	
PAYROLL TAXES AND BENEFITS	\$197,163	\$200,994	-\$3,831	
TOTAL ACCRUED LIABILITIES	\$419,598	\$429,487	-\$9,889	
DEPOSITS				
LEASE	\$7,500	\$7,500	\$0	
ESCROW, SHARC RENTAL	\$162,284	\$178,249	-\$15,965	
TOTAL DEPOSITS	\$169,784	\$185,749	-\$15,965	
DEFERRED REVENUE				
DEF REV - MAINTENANCE FUND	\$1,083,754	\$1,544,463	-\$460,709	Monthly recognition of revenue
DEF REV - MEMBER PREFERENCE	\$102,750	\$153,692	-\$50,942	Monthly recognition of revenue
DEF REV - RECREATION PLUS	\$422,847	\$634,270	-\$211,423	Monthly recognition of revenue
DEF REV - CAMP	\$837	\$837	\$0	
DEF REV - GIFT CARD	\$8,684	\$8,684	\$0	
DEF REV - RV STORAGE	\$81,700	\$93,223	-\$11,523	Monthly recognition of revenue
DEF REV - SPECIAL ASSESSMENT	\$0	\$0	\$0	
TOTAL DEFERRED REVENUE	\$1,700,572	\$2,435,168	-\$734,596	
TOTAL LIABILITIES	\$2,417,087	\$3,194,152	-\$777,065	
RETAINED EARNINGS				
SURPLUS/(DEFICIT) CURR YR	\$33,411,159	\$33,411,159	\$0	
TOTAL RETAINED EARNINGS	\$1,837,555	\$2,143,884	-\$306,329	
TOTAL LIABILITIES AND RETAINED EARNINGS	\$35,248,714	\$35,555,043	-\$306,329	
TOTAL LIABILITIES AND RETAINED EARNINGS	\$37,665,801	\$38,749,195	-\$1,083,394	

SROA Cash Balances as of October 31, 2024

Fund Name	This Month Balance	Last Month Balance	Change in Balance	October 31, 2023
Operating Fund - (Unrestricted)	\$1,065,902	\$1,746,728	-\$680,826	\$2,135,038
Capital Reserves - (Restricted)	\$12,561,856	\$12,948,442	-\$386,586	\$11,569,926
Recreation Operating Reserves - (Restricted)	\$1,434,497	\$1,428,807	\$5,690	\$1,363,558
SHARC Assessments - (Restricted)	\$153,538	\$181,459	-\$27,921	\$4,881
Total	\$15,215,794	\$16,305,437	-\$1,089,643	\$15,073,403

Account Holdings	This Month Balance	Last Month Balance	Change in Balance	October 31, 2023
Goldman Sachs FS Government Fund	\$4,007,081	\$1,253,350	\$2,753,731	\$4,869,380
Cash/Sweep	\$201,541	-\$13,095	\$214,637	\$405,040
Investments	\$11,007,171	\$15,065,182	-\$4,058,011	\$9,798,983
Total	\$15,215,794	\$16,305,437	-\$1,089,643	\$15,073,403

Monthly Fees



SROA REVENUES Detail October 31, 2024

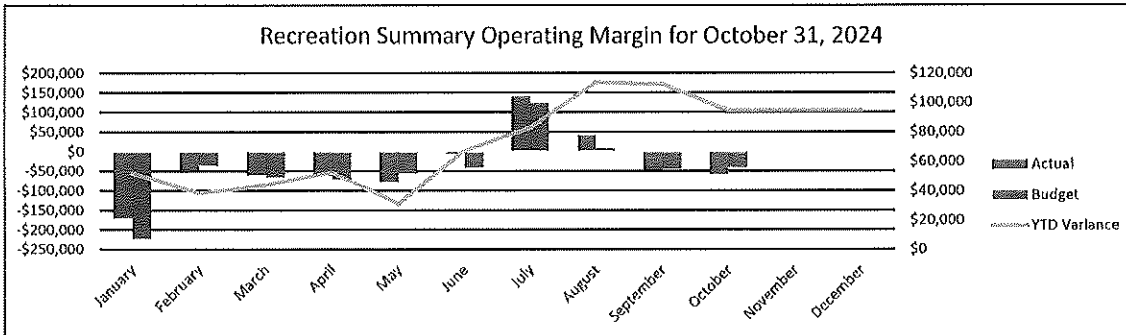
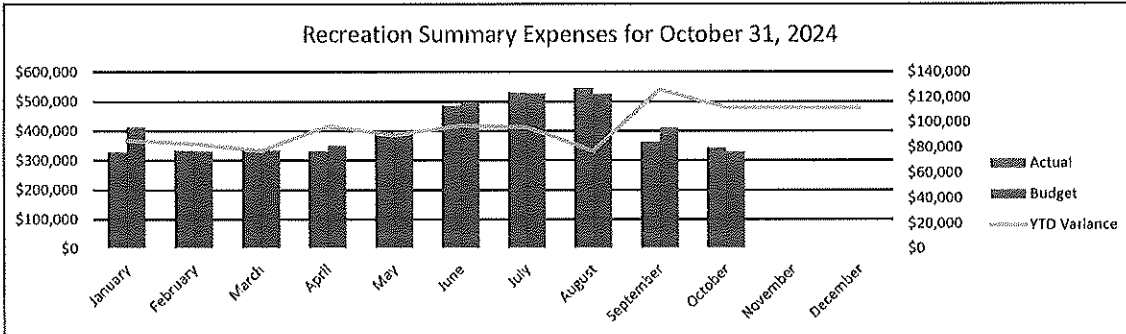
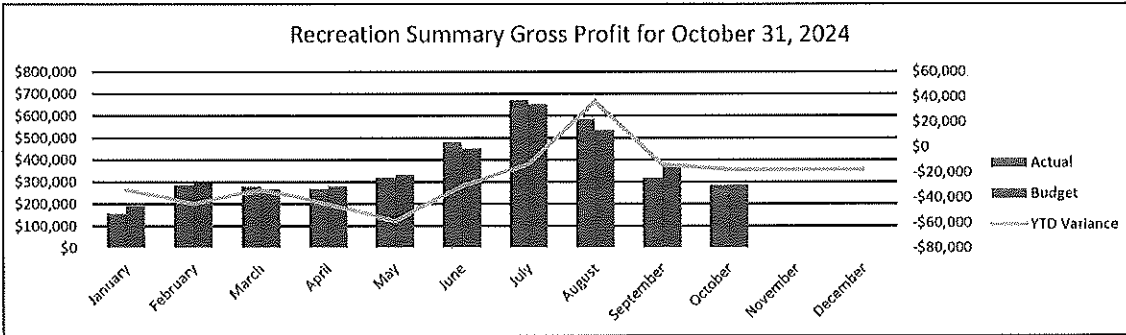
Sources of Revenue	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
REGULAR ASSESSMENTS	\$665,795	\$665,795	\$0	\$6,657,947	\$6,657,947	\$0	
RESORT ASSESSMENTS	\$10,253	\$10,253	\$0	\$102,533	\$102,533	\$0	
COMMERCIAL ASSESSMENTS	\$5,425	\$5,425	\$0	\$54,255	\$54,255	\$0	
SKYPARK ASSESSMENTS	\$1,794	\$1,794	\$0	\$17,937	\$17,937	\$0	
FIN CHRG/LATE FEES	\$1,149	\$1,250	-\$101	\$13,980	\$12,500	\$1,480	
INTEREST INC - OPERATING	\$10,821	\$13,500	-\$2,679	\$225,265	\$220,969	\$4,296	Higher cash balance and interest rate than budgeted
INTEREST INC - SKYPARK	\$197	\$175	\$22	\$2,020	\$1,750	\$270	
INTEREST INC - RESERVE	\$47,399	\$40,000	\$7,399	\$472,869	\$405,000	\$67,869	Higher cash balance and interest rate than budgeted
REC PROGRAMS & FEES	\$26,540	\$24,457	\$2,083	\$1,142,728	\$1,095,112	\$47,616	Gate, café, event bar sales
RECREATION PLUS PROGRAM	\$212,823	\$217,761	-\$4,938	\$2,135,653	\$2,194,463	-\$58,810	
MEMBER PREFERENCE	\$52,776	\$52,450	\$326	\$521,482	\$527,965	-\$6,483	
SPACE RENTAL	\$1,250	\$1,250	\$0	\$52,500	\$52,500	\$0	
SCENE ADVERTISING	\$24,042	\$20,000	\$4,042	\$242,674	\$215,000	\$27,674	Advertising revenue ahead of goal
RV STORAGE	\$10,573	\$11,875	-\$1,302	\$103,341	\$104,500	-\$1,159	
DESIGN REVIEW	\$13,900	\$8,500	\$5,400	\$178,176	\$222,125	-\$43,949	Less design review fees/permits
CONTRACTOR REGISTRATION	\$1,875	\$300	\$1,575	\$16,875	\$8,175	\$8,700	Contractor parking passes
FINES	\$5,210	\$3,000	\$2,210	\$62,210	\$33,000	\$29,210	Ladder fuel fines
A/V REVENUE	\$0	\$50	-\$50	\$2,270	\$500	\$1,770	
PARK RESERVATIONS	\$0	\$500	-\$500	\$11,800	\$11,250	\$550	
TRAIL USE FEES	\$0	\$0	\$0	\$0	\$0	\$0	
RIGHT OF WAY FEE	\$8,209	\$0	\$8,209	\$111,666	\$85,500	\$26,166	TDS billings
SUNRIVER SERVICE DISTRICT	\$5,811	\$7,100	-\$1,289	\$62,104	\$71,000	-\$8,896	Less vehicle repairs than budgeted
LA PINE REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	
SPECIAL ASSESSMENTS	\$19,755	\$18,000	\$1,755	\$239,731	\$224,000	\$15,731	Additional SHARC payoffs
MISC INCOME	\$5,302	\$6,563	-\$1,261	\$129,620	\$125,287	\$4,333	Home sales transfer fees
Total Revenue	\$1,130,899	\$1,109,998	\$20,901	\$12,559,636	\$12,443,268	\$116,368	

SROA Expense Detail October 31, 2024

Expense Categories	Current Month			Year to Date			Comments
	Actual	Budget	Variance	Actual	Budget	Variance	
ADMINISTRATION	\$119,979	\$121,500	\$1,521	\$1,163,222	\$1,249,896	\$86,674	Open positions, computer supplies under budget
INSURANCE	\$48,796	\$50,000	\$1,204	\$478,664	\$500,000	\$21,336	Annual premium less than budget
ADMINISTRATION BUILDING MA	\$4,843	\$4,940	\$97	\$52,374	\$51,711	-\$663	
COMMUNICATIONS	\$27,431	\$29,083	\$1,652	\$292,042	\$310,602	\$18,560	Labor, advertising expense savings
LEGAL	\$4,485	\$12,500	\$8,015	\$161,661	\$125,000	-\$36,661	107% of annual budget
NORTH POOL MAINTENANCE	\$6,960	\$4,922	-\$2,038	\$89,153	\$66,061	-\$23,092	Labor allocation, building supplies
TENNIS MAINTENANCE	\$790	\$1,165	\$375	\$3,328	\$12,609	\$9,281	Labor allocation
PUBLIC WORKS/ROAD MAINT	\$91,051	\$99,376	\$8,325	\$982,317	\$983,934	\$1,617	Labor, overtime, timing of fall sanding rollers/deicer
PATHWAY MAINTENANCE	\$6,196	\$6,677	\$481	\$53,873	\$72,061	\$18,188	Labor allocation, supply savings
PARKS MAINTENANCE	\$13,539	\$7,725	-\$5,814	\$116,269	\$107,456	-\$8,813	Labor allocation, supplies
SKYPARK	\$0	\$0	\$0	\$52,828	\$50,000	-\$2,828	
STORAGE YARD	\$1,603	\$1,693	\$90	\$12,055	\$17,378	\$5,323	Labor allocation
ROAD RESURFACING	-\$1,183	\$641	\$1,824	\$25,017	\$29,157	\$4,140	
SHARC MAINTENANCE	\$37,542	\$38,238	\$696	\$358,141	\$371,298	\$13,157	Labor allocation, building supplies, contract services, landscape maint.
NORTH POOL REC	\$5,101	\$5,250	\$149	\$233,950	\$213,482	-\$20,468	Labor over budget, chemicals, water and sewer charges
TENNIS REC	\$2,713	\$420	-\$2,293	\$69,601	\$60,627	-\$8,974	Labor over budget (f/t labor allocated to tennis/pickleball)
RECREATION MGMT/SHARC	\$192,888	\$179,465	-\$13,423	\$2,245,217	\$2,342,910	\$97,693	Labor burden savings, utilities, bank charges and chemicals over budget
COMMUNITY DEVELOPMENT	\$32,904	\$30,038	-\$2,866	\$323,210	\$304,410	-\$18,800	Labor and burden, large form copier
NATURAL RESOURCES	\$44,876	\$41,689	-\$3,187	\$443,305	\$472,552	\$29,247	Contract services, schools and training, noxious weeds
FLEET SERVICES	\$42,040	\$48,839	\$6,799	\$401,463	\$471,221	\$69,758	Labor allocation
ACCOUNTING	\$51,221	\$41,498	-\$9,723	\$479,158	\$458,964	-\$20,194	Collection attorney, bank charges
PPD DUES EXPENSE	\$13,732	\$13,500	-\$232	\$135,340	\$135,000	-\$340	
DEPRECIATION	\$135,912	\$138,325	\$2,413	\$1,380,731	\$1,383,250	\$2,519	
ROAD/PATHWAY PROJECTS & LFR	\$538,799	\$600,000	\$61,201	\$975,912	\$1,040,000	\$64,088	Timing of asphalt invoices
Total Expense	\$1,422,218	\$1,477,484	\$55,266	\$10,528,831	\$10,829,579	\$300,748	

Recreation Summary October 31, 2024

Sources of Revenue	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
GATE FEE, ACCESS, PROGRAM	\$290,719	\$293,668	-\$2,949	\$3,765,171	\$3,798,540	-\$33,369
MISCELLANEOUS INCOME	\$0	\$0	\$0	\$118	\$0	\$118
Total Revenue	\$290,719	\$293,668	-\$2,949	\$3,765,289	\$3,798,540	-\$33,251
Cost of Goods Sold						
RECREATION COGS	\$5,602	\$5,030	-\$572	\$119,528	\$135,368	\$15,840
Gross Profit	\$285,117	\$288,638	-\$3,521	\$3,645,761	\$3,663,172	-\$17,411
Expense Categories						
REC ADMIN/SHARC OPERATIONS	\$192,888	\$179,465	-\$13,423	\$2,245,217	\$2,342,910	\$97,693
NORTH POOL OPERATIONS	\$5,101	\$5,250	\$149	\$233,950	\$213,482	-\$20,468
TENNIS OPERATIONS	\$2,713	\$420	-\$2,293	\$69,601	\$60,627	-\$8,974
SHARC MAINTENANCE	\$37,542	\$38,238	\$696	\$358,141	\$371,298	\$13,157
NORTH POOL MAINTENANCE	\$6,960	\$4,922	-\$2,038	\$89,153	\$66,061	-\$23,092
TENNIS MAINTENANCE	\$790	\$1,165	\$375	\$3,328	\$12,609	\$9,281
DEPRECIATION	\$97,746	\$100,125	\$2,379	\$998,392	\$1,001,250	\$2,858
Total Expenses	\$343,740	\$329,585	-\$14,155	\$3,997,782	\$4,068,237	\$70,455
Total Revenue & Expenses						
Gross Profit	\$285,117	\$288,638	-\$3,521	\$3,645,761	\$3,663,172	-\$17,411
Total Expenses	\$343,740	\$329,585	-\$14,155	\$3,997,782	\$4,068,237	\$70,455
Gross Profit - Expenses	-\$58,623	-\$40,947	-\$17,676	-\$352,021	-\$405,065	\$53,044



PW Summary October 31, 2024

Expense Categories	Current Month			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
PW ADMIN / ROAD MAINTENANCE	\$91,051	\$99,376	\$8,325	\$982,317	\$983,934	\$1,617
PATHWAY MAINTENANCE	\$6,196	\$6,677	\$481	\$53,873	\$72,061	\$18,188
PARK MAINTENANCE	\$13,539	\$7,725	-\$5,814	\$116,269	\$107,456	-\$8,813
STORAGE YARD	\$1,603	\$1,693	\$90	\$12,055	\$17,378	\$5,323
ROAD RESURFACING	-\$1,183	\$641	\$1,824	\$25,017	\$29,157	\$4,140
FLEET SERVICES	\$42,040	\$48,839	\$6,799	\$401,463	\$471,221	\$69,758
Total Expenses	\$153,246	\$164,951	\$11,705	\$1,590,994	\$1,681,207	\$90,213

(3)
**GENERAL MANAGER
AND
DEPARTMENT REPORTS**

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

SUNRIVER OWNERS ASSOCIATION
Board of Directors Meeting
November 16, 2024
General Manager's October 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-on going) follow-up work with SROA Legal Counsel regarding fine/fee lawsuits, HR issues, threatened litigation and more.
- Attend and participate in the following monthly SROA Committee, Task Force and Work Group meetings as necessary: Covenants Committee, Finance Committee and Admissions Model Workgroup.
- Participated in Board work plan/goal setting special meeting in early October.
- Met with Deschutes County Director of Solid Waste, Tim Brownell, regarding the potential to repurpose County dollars spent for recycle depot servicing to be used as grant opportunities for SR owners to construct recycling facilities – specifically multi-unit residential complexes.
- Coordinated with SRPD Chief and Administrative Manager regarding the 2025 Bike Patrol and Rule Enforcement contracts.
- Participated in on-going Newberry Regional Partnership Strategic Action Plan for south Deschutes County.
- Met with Department Directors about the results of the Wage and Compensation Analysis and implementation.
- Met with SR Resort staff regarding multiple enforcement issues.
- Met with SR Resort Managing Director Tom O'Shea regarding their maintenance fee agreement.
- Ongoing/regular monthly meetings with TDS Staff regarding the physical construction and eventual migration of owners to fiber - ongoing.
- Participated in a virtual forum hosted by Sunriver You to discuss the recently accepted SROA 2030 Strategic Plan.
- Held a meeting with Sunriver Property Managers to discuss SROA offerings and RPP program.

▪ **Accounting:**

- Presented unaudited financial statements for month ended September 30, 2024
- Presented draft operating and reserve budgets to Finance Committee
- Continued billing process for bulk fiber to home accounts
- Transitioned reserve funds from First Interstate Wealth to Morgan Stanley
- Worked with IT and Recreation on migration of point-of-sale to Jonas

▪ **IT:**

- Outages

- None.
- Information Technology
 - Staffing changes-
 - Hired Jack Colpitt as GIS/DBA.
 - Technology refresh
 - New Audio Video for SHARC – installation begins November 18th.
 - Updating system backup procedure/approach for multiple IT Systems
 - Updated “Weather Station Snow Stick” reporting- - live updates on YouTube
 - Working with consultant to implement Jonas Point of Sale (POS) application.
- Community Development/SROA Database/GIS
 - Community Development
 - Met with Tetra Tech to discuss GIS Mapping- data input via iPad.
 - Database
 - Xtivia has identified a set of High/Medium/Low priority items to solidify and stabilize our database environment. Successfully Implemented recommended fixes for all “high” risk items and 50% of the medium risk items”. Continuing to resolve “medium risk” items in November. Expected to have all items addressed in 2024.
 - Jesus continuing to update database coupons for 2024, resolved numerous issues.
 - GIS
 - Hired GIS/DBA Jack Colpitt.
- **Communications:**
 - Scene:
 - October Scene advertising was \$24,537 (\$25,402 in 2023).
 - There were 162 reads of the October online Scene. Readership from afar included Ireland and Norway.
 - Web sites / social media: In the past 30 days...
 - 8.1k website visits included users from Canada, India, Australia, United Kingdom and Germany.
 - SROA top pages: Weather, tree flagging/paint colors, job opportunities, clubs & organizations calendar, how to reach staff.
 - SHARC top pages: Aquatic Hours, Today’s Schedule, Admission Rates.
 - Sunriver Style: More than 1,300 site visits. Top pages: what’s going on, pathways, horseback riding, weather.
 - Sunriveremergencyinfo.com: 152 visits. Top pages: evacuation, resources, text alerts.
 - Social media: Share the warmth coat drive; dance floor for sale; indoor aquatics; last day for outdoor pool (was Oct. 4); Fort Rock coyote.
 - Eblasts: Pooch Parade; Strategic Plan Forum; Recycling Center closure reminder; Owner Happy Hour; tunnel project postponed.
 - Projects:

- Created a new emergency webpage with information about preparedness and how to stay informed (To view click “Emergency” from the tiny menu above the main menu on any SROA webpage).
 - Finalized and sent the 2025 owner directory to print.
 - Shot fall drone footage of Benham Hall/SHARC for marketing purposes.
 - Created signage for Recycling Center closure and “No Harassment” of wildlife.
 - Created and ordered the SROA recreation guest passes.
 - Updated website with 2025 fees for services, where applicable. Also updated mission statement on pages where it was present.
 - Created new mission statement canvases to hang at Administration, Public Works and SHARC.
- **Community Development:**
- Design Committee meetings are continuing to occur on a regular schedule, with multiple items on each agenda – there was one (1) re-review and no submittals for the first meeting in October. There were two (2) projects submitted for the second meeting.
 - There are currently (end of October) approximately 260 active projects/building permits (down by 40 from the previous month of September).
 - The number of applications submitted in October was up from the same month in 2023 – from 57 in 2023 to 97 in 2024.
 - 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.
 - 10 citations were issued (post October 31st) for paint violations noted in the spring of 2023.
 - Proposed changes to the SROA citation form were presented to and discussed by the Covenants Committee. Additional changes to the associated rules for issuing citations will be discussed at the November 2024, Covenants Committee meeting.
 - The 2024 Annual Paint survey is being performed this fall. Design Committee members are also identifying properties with tree protections, which will give staff a starting point for tracking timelines and compliance.
- **Natural Resources:**
- Continued 2024 budget preparation.
 - Identified and flagged property lines within 2025 ladder fuels reduction (LFR) contract areas.
 - Continued 2024 LFR and tree thinning on commons.
 - Completed annual asbestos surficial pick-up on commons.
 - Performed site visits regarding tree removal requests on private properties.
- **Public Works:**
- Parks/Commons/Tennis

- Fort Rock Park plan design with three concepts delivered from architect.
- The dog park is completed.
- Winners Circle Park in process, water service established walking path layout completed and starting to haul in soil.
- All 24 way-finding kiosks and signs installed.
- Most sports courts wind screens and nets removed. Six pickleball and one tennis court will remain open until the snow really flies.
- Last ladder fuel pickup of the year completed.
- Replaced the outgoing control gates that failed at River Access.
- **Pathway/Roads**
 - All fall road rebuilds completed on time and within budget.
 - Detours for the travel route for the pond lining project in place.
 - Wildflower Tunnel started and then stopped due to unlocated utilities.
 - Street shoulder rock project for roads started.
 - Refreshing road markings such as cross-walks and lines painted on the rebuild sections.
- **Fleet**
 - Reconfigured sander trucks for winter operations.
 - Going through all plow equipment and readying for the season.
 - Completing as many reserve items as possible for 2024. We still have some items on back order.
- **Facilities/Aquatics:**
 - **SHARC**
 - The flooring for Pringle/Benham is completed.
 - Built a portable bar for events.
 - Pools covered and winterization completed.
 - Received replacement pumps for pools.
 - Received bids for interior paint and trim for SHARC.
 - **MEMBERS POOL**
 - Covered and winterized.
- **Public Works Building:**
 - Will receive occupancy permit from Deschutes County in November.
 - Deschutes County required landscaping is completed.
- **Miscellaneous/Other:**
 - Interview for the two open PW positions, offers were accepted. Looking forward to be fully staffed going in to winter.
 - Budget and Reserve Study evaluation in process for 2025.
 - Recycling shut down completed and gates/signed installed.
 - Fully staffed in PW for the first time in over a year and now the training starts. It takes about 2-3 years for new employees to be up to speed once hired.
- **Recreation:**
 - **Sales/Visits – YTD (8-31-2024)**
 - 7,017 Memberships purchased YTD vs 2023 year-end 7,294.
 - 887 homes are enrolled for 2024 RPP YTD; 2023 year-end total of 914.

- 2024 SHARC saw 6,126 visits in October vs. 2023 at 5,948 & 2022 at 5,590. There were no closure days in October 2024 due to smoke or other factors.
- Operations
 - Lap Swim and Recreation Swim will be available 7 days a week through Memorial Day 2025.
 - Most Pickleball and Tennis nets have been removed for the season, Fort Rock playground courts open until further snowfall.
 - Summer 2025 Retail orders placed.
 - Benham Event Open House was hosted to promote refurbished space on 11/7/24.
 - Member Holiday Party Scheduled for December 30th.
 - Open FT position: Aquatic Supervisor to be filled in 2025.
- **Board Tasks for September:**
 - There will be an Executive Session at the November 15th Work Session but not at the November 16th Business Meeting.

SROA Admissions Model Workgroup Monthly Recap: October 31, 2024

Member Preference Membership issued - YTD as of:	2024 vs 2023		
	10/31/2024	10/31/2023	Variance
Member Preference - Sold YTD 2024 (New)	649	734	-85
Member Preference - Sold YTD 2024 (Re-new)	5,694	5,735	-41
Member Preference - Sold YTD (New & Re-New)	6,343	6,469	-126
All membership including Extended Household/Commercial	7,166	7,277	-111
Note: Total Member Preference sold '23 = 6,477, thru 12-14-23	<i>Oct + 21</i>	<i>Oct + 37</i>	
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			

Recreation Plus Program - 2024 YTD Sales	2024 vs 2023		
	10/31/2024	10/31/2023	Variance
Rec Plus Renewals	816	856	-40
Rec Plus New	70	62	8
<i>(0 RPP enrollments in Oct 24' & Oct 23')</i>	886	918	-32

2024 Recreation Program Sales YTD by bedroom

10/31/2024	New	Re-new	
One Bedrooms (4 cards, \$1,323)	0	13	
Two Bedrooms (6 cards, \$1,984)	9	135	
Three Bedrooms (8 cards, \$2,646)	40	366	
Four Bedrooms (10 cards, \$3,307)	15	203	
Five Bedrooms (12 cards, \$3,969)	4	77	
SSD Purchase	0	1	
Six Bedrooms (14 cards, \$4,630)	1	12	
Seven Bedrooms (16 cards, \$5,292)	1	6	
Eight Bedrooms (18 cards, \$5,953)	0	3	Combined Total
2024 YTD Total	70	816	886
2023 YTD Total	62	856	918

2024 & 2023 Recreation Program Sales YTD by type

	10/31/2024	10/31/2024	2023 Totals
RPP's by Individual Property Owners	314	313	313
RPP's by Property Managers/Condo Assoc's	570	605	605
RPP Total - Prop Owners & Prop Mgrs.	884	918	918

Facility - Event Space Rental/A/V/Linens/Bar Sales YTD vs Budget	\$9,474	YTD Sales Total	\$107,645
2024 Event Space Rental/A/V/Linens/Bar - Annual Budget	\$115,000		
YTD % of Annual Budget	93.60%		
# of Paid Events Booked from Nov 1, 2024 - Dec 31, 2024	13		

Total overall admissions @ SHARC

	2024	2023	2024 vs 2023
	Oct	Oct	YTD
	5,940	6,357	-417

Daily Admission Highlights:

Member Preference	3,259	3,073	186
Member Guest \$ (60% discount off Gate price)	9	24	-15
Extended Household (Annual)	191	346	-155
Recreation Plus	1,554	1,951	-397
Gate Admission	111	105	6
Central Oregon Sundays - Off-Season only in 2024	54	132	-78

YTD Total SHARC Admissions - through 10/31

	2024	2023	2024 vs 2023
	197,784	195,618	2,166

	2024	2023	2024 vs 2023
Member Guest Passes issued through YTD	56,820	51,000	5,820
Guest Passes redeemed at SHARC	10,254	10,710	-456
Guest Passes redeemed at Member Pool	4,514	4,176	338

	2024 YrEnd	2023 YrEnd	24 vs '23 Tot
Member Pool Attendance	17,908	17,636	272

2024 YTD Net Profit Tennis/Pickleball	\$1,165	
YTD Net Profit vs Budget - Tennis/Pickleball	(\$25,158)	<i>(Less merch, equip ntl, more labor, & PB Tourn loss)</i>

2024 Recreation Budget Goals/Year-end Totals	Total Budget	YTD Revenue 10/31/24	2024 Annual Bgt YTD %	2023 Annual Bgt YTD %
Note: Annual MPP, Ext. Household, Ext. Comm - Budget is:	\$632,065	\$624,232	98.80%	100.00%
Note: Annual Recreation Plus Budget is:	\$2,581,471	\$2,516,471	97.50%	100.10%
Note: Annual Gate Budget is:	\$580,357	\$625,418	107.73%	94.40%

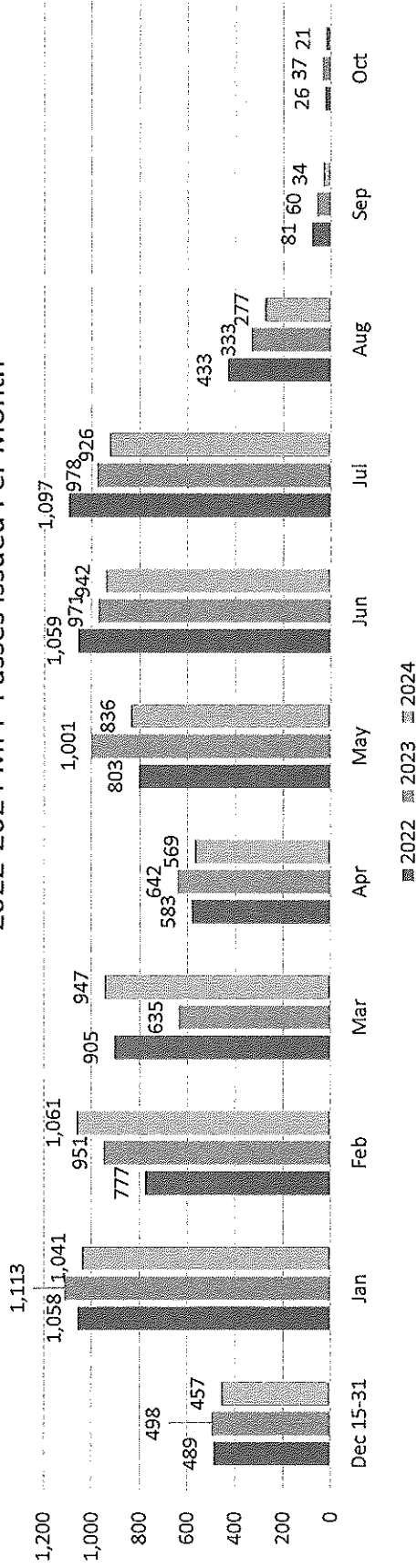
Café - Season Closed in mid-September	Season Sales	SROA 18%	YrEnd % 2023	Variance
Note: Opened Mem Day Wkd	\$594,617.50	\$107,031.12	\$79,901.87	\$27,129.25

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

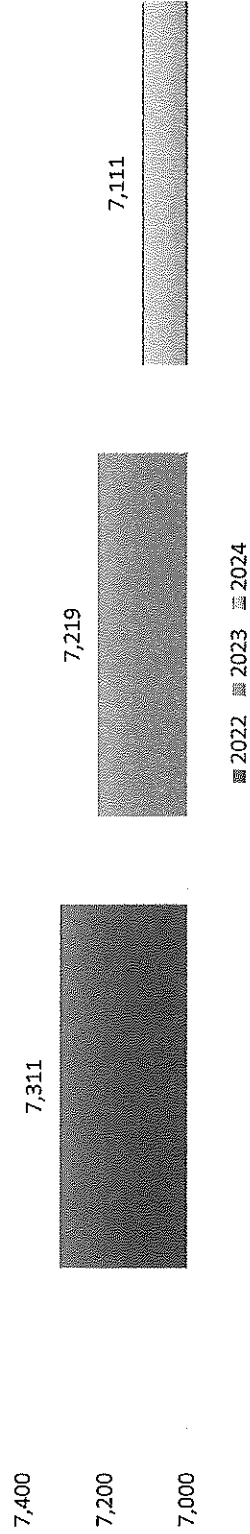
Created: November 11, 2024 by: Keith Kessar

To: SROA Board of Directors
 From: KEITH KESSARIS
 Subject: September 2024 MEMBERSHIP SALES and ADMISSIONS ATTENDANCE
 Created: 11/11/2024
 Membership Units Issued - Highlights

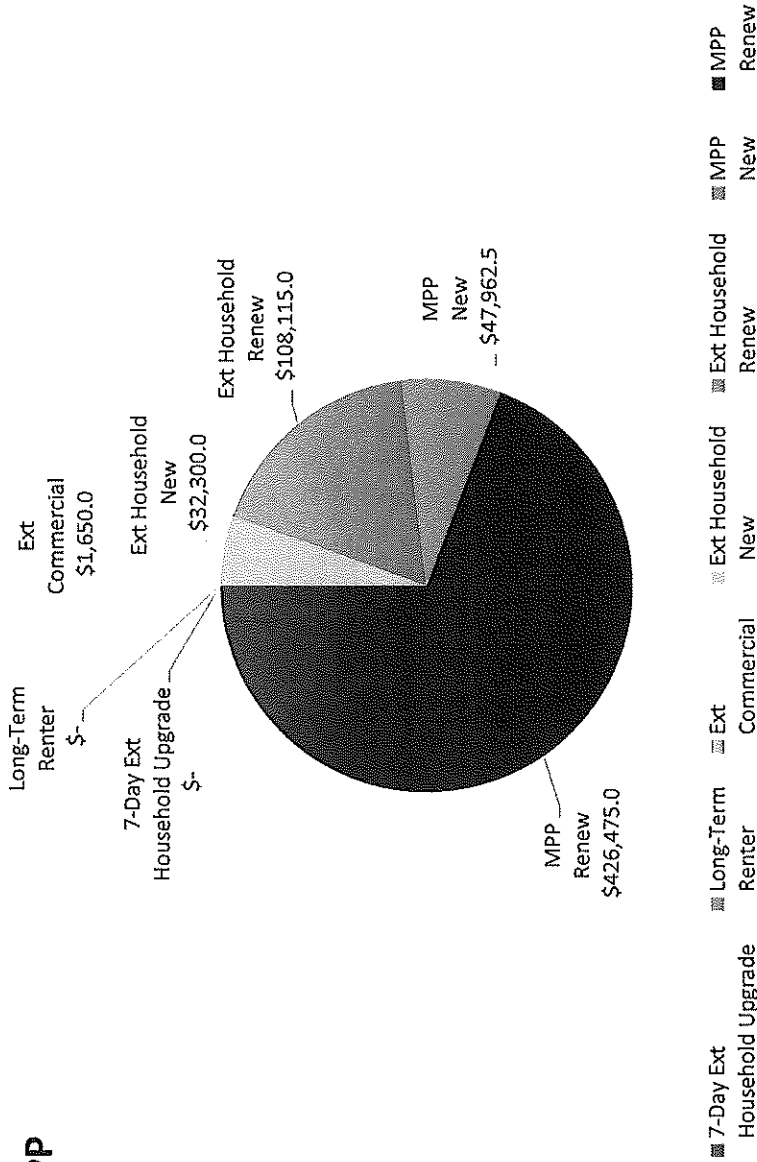
2022-2024 MPP Passes Issued Per Month



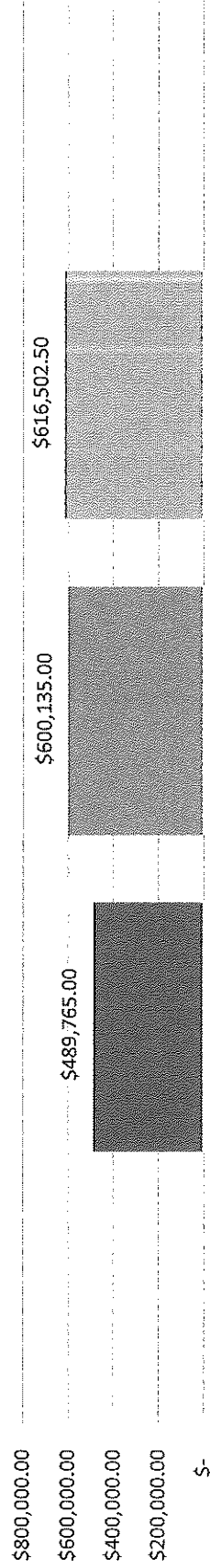
2022-2024 YTD MPP Total Passes Issued



2024 YTD MPP Income % of Total



2022-2024 YPT MPP Total Income



DIRECTORS REPORT FOR COMMUNITY DEVELOPMENT

OCTOBER 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	3	0	3	4	-25%
2	NEW CONSTRUCTION SUBMITTAL	8	0	8	11	-27%
3	REPLACEMENT HOMES (NEW CONSTRUCTION)	0	0	0	0	0%
4	MINOR ADDITIONS	18	1	19	15	27%
5	ALTERATION/ADDITIONS	30	2	32	21	52%
6	COMMERCIAL PROJECTS	2	0	2	3	-33%
7	MULTI-FAMILY RESIDENCES	0	0	0	0	0%
8	COMMON AREA IMPROVEMENTS	0	0	0	0	0%
9	PRELIMINARY PROPOSALS	7	0	7	12	-42%
10	RE-REVIEW APPLICATIONS	10	1	11	10	10%
11	ADMINISTRATIVE APPROVAL APPLICATIONS	804	97	901	906	-1%
12	FOOTING INSPECTIONS PERFORMED	20	0	20	12	67%
13	FINAL INSPECTIONS PERFORMED	455	94	549	318	73%
14	ESCROW INSPECTIONS PERFORMED	43	3	46	51	-10%
15	OWNER CONCERN FORMS ANSWERED	70	8	78	42	86%
16	OWNER COMPLIANCE REQUEST FORMS SENT	189	33	222	50	344%
17	CONTRACTOR REGISTRATIONS 10/1-9/30/25	239	30	30	5	500%
18	TOTAL WARNINGS ISSUED	8	1	9	11	-18%
19	TOTAL CITATIONS ISSUED	71	13	84	70	20%
20	DESIGN REVIEW NOTICES MAILED	919	20	939	2849	-67%

ESCROW ACCOUNT BALANCE: \$138,548 AS OF 9/30/2024



Jacki Bue

Community Development Director

**SROA Natural Resources Department
October 2024**

Ladder Fuels Reduction (LFR) Program	October	Year to Date (YTD)	Previous YTD
Forest Management Permits*	35	803	1,113
Forest Management Notifications	0	16	NA
Courtesy Letter	0	423	601
Wildfire Outreach Self-Assessment Mailing	0	80	NA
Notice of Deficiency Advisory Letter	0	113	132
Notice of Deficiency Advisory Postcard 1	0	108	129
Notice of Deficiency Advisory Postcard 2	0	103	NA
Notice of Deficiency (30-day Notice) Letter	0	90	115
Notice of Deficiency Postcard 3	0	69	NA
Notice of Violation	1	68	106
Courtesy Letter Reminder Postcard (Fall)	0	324	NA
Inspections (Final & Fall LFR, MPB, other)	27	619	1,728
LFR Contract Area Notification Postcard	0	230	475
Noxious Weeds Program			
Outreach Postcard	0	514	NA
Courtesy Letter	0	445	408
Notice of Deficiency Letter	0	86	108
Notice of Deficiency Reminder Postcard	0	82	0
Notice of Violation	0	12	12
Inspections	0	1,251	1,190
Firewood Permit Program			
2024 Permits issued	16	140	243

* Includes permits issued with LFR courtesy and deficiency letters

** Correction

NA Not applicable

Department Highlights:

- Identified and flagged property lines within 2025 ladder fuels reduction (LFR) contract areas.
- Continued 2024 LFR and tree thinning on commons.
- Completed annual asbestos surficial pick-up on commons.
- Performed site visits regarding tree removal requests on private properties.

(4)
LIAISON & COMMITTEE REPORTS

MEETING MINUTES

Design

Finance

Owner Enrichment

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

Covenants (Met in Oct.)

Design (Meet twice a month.)

Finance (Met on Nov. 14th)

Nominating (Met on November 5th)

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



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
OCTOBER 11, 2024**

PRESENT: Charlie Meyer, Chair; Theresa Youmans, Mark Feirer, Marybeth Collon, Louise Howard

ALSO PRESENT: Shane Bishop; Design Review Planner; Jacki Bue, Community Development Director; Linda Beard, Board Liaison

Design Committee Chair, Charlie Meyer called the meeting to order at 10:00 a.m. The minutes of the September 27, 2024, meeting were approved.

RE-REVIEW

Lot #8 River Road

Reconsideration of landscape decision

Upheld the decision dated 9/17/24. Per Section 3.18(a)2(b) of the Design Committee Manual.

Respectfully submitted,

Charlie Meyer
Design Committee Chair

electronic signature used with permission



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
OCTOBER 25, 2024**

PRESENT: Charlie Meyer, Chair; Theresa Youmans, Mark Feirer, Marybeth Collon

ALSO PRESENT: Scott Jackson; Design Review Planner; Jacki Bue, Community Development Director

Design Committee Chair, Charlie Meyer called the meeting to order at 10:25 a.m. The minutes of the October 11, 2024, meeting were approved.

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 these projects in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided as follows. **All Sections noted in the following decision reference the Design Committee Manual (DCM) rev. 9/24.**

PRELIMINARY ADDITION/ALTERATION

Lot #5 Lynx Lane

Project: Addition

Preliminarily approved subject to the following conditions:

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

1. Prior to final submittal, the following item shall be completed:
 - a. Trees proposed for removal shall be flagged on site per Form D.2.
2. Upon final submittal, the following items shall be addressed:
 - a. A Certified Arborist report shall be submitted for review and approval and shall clearly detail protective measures to ensure the survival of Ponderosa pines located near proposed construction areas per Sect. 6.01-d of the DCM.
 - b. The property and project dimensions shall be indicated on site prior to the submittal deadline per Sect. 6.05-c-1. Staking and stringing shall be maintained throughout the course of construction.
 - c. Lot coverage is listed at 34.9% but plans and calculations make it difficult to confirm this. Provide additional details to support this figure.
 - d. Plans shall be revised to include all relevant items required by the Checklist for Final Review, including but not limited to the following:

- I. Parking zone #3 shall be noted as existing on the site plan.
 - II. Dimension depth of the common area behind the house.
 - III. Include the outline of adjacent houses on the site plan. Show a walkway to the trash enclosure and the front entry. Walkways shall conform to Sect. 3.05
 - IV. Show the back wall of the hot tub enclosure on the SW elevation or indicate it by callout.
 - V. Show existing and proposed roof overhangs on site plan. Note that overhangs shall not encroach into the side setbacks per Section 3.02-d-1-b.
 - VI. Indicate details of new garage door.
 - VII. Show all exterior lighting on plans. Lighting shall conform to Section 3.19.
 - VIII. Show a 2-digit house number on the NE elevation.
- e. All existing roofing shall be replaced with standing seam metal to match proposed new roofing per Sect. 3.11-b-1.
 - f. Existing parking zones #1 and #3 encroach into the side setback but were previously approved and are therefore allowed to continue per Sect. 2.02.
3. Prior to installation, the following conditions of approval shall be met:
 - a. Provide a full color and materials board.
 - b. Provide cutsheets for the garage door and the double doors behind the garage.
 4. The following items are recommendations for the applicant to consider:
 - a. Consider reconfiguring the driveway to keep the 12" Ponderosa currently proposed for removal.
 - b. Consider revising window sizes and locations on the NE elevation as suggested by the consulting designer. Consult Community Development staff for more information.

Lot #2 Rhododendron Lane

Project: Addition

Preliminarily approved subject to the following conditions:

This decision is advisory in nature and relates solely to the preliminary submittal of the project plans. (See DCM 6.05(b)(2)). Additional conditions of approval may be required upon final submittal of the project plans for Final Review. Upon submittal of the project plans for Final Review, each of the required items set forth on Form D and D.2 must be addressed and satisfied. (DCM 6.05(c)(4)(a)). In addition, the following specific items must be addressed upon final submittal as a condition of approval of the final project plans: (See DCM 6.05(c)(4)(b)).

1. Note accurate and existing greater than >4" dbh tree locations, type, and size. Note all trees proposed for removal and include a corresponding legend on the site plan. See Project Checklist, Form D.2, for Type 3 Final Review.
2. A Certified Arborist report shall be submitted for review and approval and shall clearly detail protective measures to ensure the survival of Ponderosa pine(s) located within or near all proposed construction areas.
3. Flag all trees on site that are proposed for removal.
4. Include line of existing and proposed roof overhangs. See Project Checklist, Form D.2, for Type 3 Final Review.
5. Identify location of construction staging area on driveway, DCM 2.05(d)(3).

6. The encroachment into the left side yard setback created by the existing asphalt driveway is allowed to continue as a previously approved nonconforming development subject to the limitations and requirements of DCM 2.02.
7. Parking zones shall not encroach into the side yard setback DCM 3.02(d)1(b).
8. Identify the symbol that is noted on the site plan as a square with a circle inside located by the entry pavers and include a corresponding legend.
9. Dimension the commons behind the lot, per DCM 3.02(d)(1)(c). Include a rear setback.
10. Reduce the size of the rear deck. The primary intent of the Sunriver Design Rules is to maintain as much of the natural setting as possible by limiting the amount of hardscape created by driveways, walkways, and patios/decks. DCM 3.31(b)(1) and 1.03(e) and 1.01.
11. Hot tub screening shall comply with DCM 3.15.
12. All siding and trim, windows and doors, pavers and decking shall match existing in type, style, dimension, texture and color, as indicated on Preliminary Plans A2. DCM 3.06, 3.07, 3.16.
13. Trim color is for roof fascia only. DCM 3.10(a)(7).
14. Roof shall match existing in material, style, and color DCM 3.11.
15. Revise plans to depict correct building height on all elevations.
16. Revise plans to add more architectural interest on the Southwest elevation at the second story addition. Diversity of heights and reduction of massing is the desired outcome. DCM 3.03.

MOTION AMENDED:

The Committee moved and approved the following change to the above motion:

Item #7: Deleted from motion.

Respectfully submitted,



Charlie Meyer
Design Committee Chair

electronic signature used with permission

Finance Committee Minutes
October 17, 2024
SROA Board Room

Members Present: In person: Michael Applegate, Gerhard Beenen, Steve Murray, Clark Pederson via zoom: Brad Banta, Luis Bayol, Veronica Jacknow

Others Present: David Shanberg

Staff Present: James Lewis, Joe Healy, Keith Kessar, Mark Smith, Patti Gentiluomo, Jacki Bue, Leigh Anne Dennis, Kellie Allen

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

Approve Minutes from September 19, 2024

The Committee unanimously approved the Finance Committee minutes of September 19, 2024 with no corrections.

Review of September 21, 2024 SROA Board Actions

There were no comments on September 21, 2024 SROA Board Actions Items.

Approve September 30, 2024 Unaudited Financial Statements

For the month ended September 30, 2024, there was a net operating surplus of \$92,428 which was \$64,909 better than the budget. Operating revenues were less than budget by \$51,753. Gate revenue missed budget by \$15,420 due to fire closures and early Labor Day weekend. Refunds were processed for both the Sunriver Slam pickleball tournament and Uncorked which contributed to the negative variance. Salaries and burden were under budget by a combined \$52,246 due to open positions in administration and recreation departments. Materials and services were under budget by \$57,216 due to timing of utility costs and sanding/deicer budgeted in September but not purchased yet.

For the first nine months of 2024, there was a net surplus of \$309,139 which was \$261,470 better than the budget. Operating revenues were over budget by \$20,772 mainly due to SHARC admissions, Scene advertising, café revenue, and ladder fuel compliance fines. Those variances were offset by shortfalls in pickleball tournament revenue, SHARC special programs (Uncorked) and design review fees. Member Preference Program (MPP) and Recreation Plus Program (RPP) are at 98.5% and 97.4% of their respective annual goals. There have been thirty-two fewer RPP passes sold in 2024 compared to the same time frame as 2023. Salaries and burden were under budget by a combined \$272,032 through the first eight months of 2024 mainly due to open f/t positions in public works, recreation and administration. Materials and services were over budget by \$6,680 due to utility costs, sanding cinder/deicer, pool chemicals fuel and building supplies. Legal fees were over budget by \$44,676 over the first nine months.

As of this report date 277 homes have been converted to bulk fiber and transitioned to SROA's master billing account.

Due to a 6-inch gas line that was discovered the tunnel project is being postponed until 2025.

As of September 30, 2024, there was a combined operating and non-operating surplus of \$2,143,883 which was \$346,282 better than budget.

Total assets as of September 30, 2024, were \$38,749,195. Cash and investments totaled \$16,305,435, a decrease of \$1,017,641 from August. As of September 30, 2024, there was \$15,957,442 invested in the Federated Hermes Government Obligations Fund and US Treasuries with durations between 90-day and 5-years with an annual yield of 4.63%. Fixed assets placed into service included carwash overhead equipment, outdoor pool boiler, and shop crane. Construction in progress included public works building, freightliner dump sander, SHARC a/v equipment, and gelcoat on SHARC slides.

Cash Flow Update

As of September 30, 2024 there was \$16,305,435 in total cash and investments of which \$1,746,728 was in the operating fund.

3rd Quarter Reserve Transfer

The Committee unanimously approved the 3rd Quarter Reserve Transfers of \$752,726.51 from the regular replacement reserves to the operating fund and \$38,879.40 from the SHARC reserves to the operating fund.

2025 Operating and Reserve Draft Budgets

Management presented the first draft of the 2024 operating and reserve budgets. The version presented reflected a deficit of \$105k and included the following assumptions:

- 3.75% maintenance fee increase
- 4.5% wage pool (2.5% COLA and 2% merit)
- 2% increase reserve funding (additional \$76k)
- Additional f/t recreation guest services representative
- Replace p/t natural resources staff with f/t employee
- Increase community development assistant from ½ time to ¾ time
- Add part-time human resources assistant (starting mid-year)
- Increase Recreation Plus Program fees by 3%
- Increase Member Preference Program card from \$75 to \$85

Michael Applegate made a motion to approve the fees as presented, 13.33% increase to MPP Cards (\$75 to \$85, 2.8% increase to RPP Cards (\$330.75 to \$340.00) and no increase to gate. The motion was seconded by Brad Banta. Veronica Jacknow made an amendment motion to increase gate fee from \$30 to \$32, increase MPP cards from \$75 to \$80 and increase RPP 2.3% from \$330.75 per card to \$338.35 per card. The motion was seconded by Luis Bayol and the motion failed with a vote of four to three. The original motion passed with a vote of five to two.

The reserve budget presented included total expenditures of \$5,254,711 of which \$2,448,040 were new capital. The consensus of the committee is that total reserve and new capital expenditure be less than the 2025 budget reserve contribution of \$3,957,106.

Management is scheduled to present updated drafts at the October 31, 2024 meeting.

The meeting adjourned at 11:05AM

The next Finance Committee meeting is set for October 31, 2024 at 9AM

Submitted by Joe Healy

Finance Committee Minutes
October 31, 2024
SROA Board Room

Members Present: In person: Michael Applegate, Steve Murray, Clark Pederson via zoom: Luis Bayol, Don Costa, Gerhard Beenen, Veronica Jacknow, Corey Wright

Others Present: David Shanberg

Staff Present: James Lewis, Joe Healy, Leigh Anne Dennis, Mark Smith

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

Review Draft of 2025 Operating and Reserve Budgets

James Lewis and Joe Healy presented updated drafts of the 2024 operating and reserve budgets. Management presented a balanced operating budget with a 3.75% maintenance fee increase. Monthly maintenance dues would increase from \$159.51 to \$165.49. The updated version included the 2025 fee schedule approved by the Board of Directors at their October 19, 2024 meeting. Changes from the previous version included: total wage pool adjusted from 4.5% to 4.0%, removal of the SHARC full-time guest services representative and materials & services expenditures reduced by \$47,000.

The replacement reserve and new capital budget was reduced by \$1,708,507 to a total budget of \$3,546,204. Major deferrals included the SHARC living room/fitness room expansion and Fort Rock Park Phase 1.

The final version of the proposed budget will be presented at the November 14, 2024 Finance Committee meeting.

The meeting adjourned at 10:05AM

The next Finance Committee meeting is set for November 14, 2024 at 9AM

Submitted by Joe Healy

Sunriver Owner Enrichment Committee
MINUTES from October 9, 2024, 2:00pm, SROA Board Room

Attendance: Chair Mark Fidler, Secretary/Treasurer Meagan Iverson, Katie Keller, Paul Ash, Sandy Appleby, Jerry Jeldness, Events Manager Beth Herron, Events Coordinator Ashley Delepine, Asst General Manager Keith Kessarlis, Board Representative Linda Beard

Absent: Carol Mosman, Kathy Vogel

Call to Order: 2:02 pm

Approve Minutes from September 18, 2024 meeting

Paul moved to approve, Jerry seconded. All in favor, with correction.

Committee Meeting Schedule

Decided to stick with second Wednesdays at 2:00.

SROA Board Update — Linda Beard

Nothing to report.

SROA Staff Update — Keith Kessarlis and Beth Herron/Ashley Delepine

** Nov 7 SHARC Open House, 4-7pm.

** Dec 30 Owner Holiday Party, 5-7pm. Two OEC volunteers could be helpful.

** Oct board meeting will be reviewing fees for services (that is, any dept that has revenue tied to it) in preparation for budget being approved in November.

** Possible new task force for pathway safety and infrastructure.

** OEC needs to submit a budget request by November.

See screenshot below of all budget info Meagan's received thus far for this year.

→ ACTION: Keith send Meagan SROA's account report

→ ACTION: Meagan process Paul's pending receipts

→ ACTION: Katie send Meagan SR You expenses since 3/31/24

→ ACTION: Meagan & Mark create a proposal to share with OEC for \$7,500 budget request. OEC vote via email by November 1.

Sunriver You — Katie Keller

** Upcoming classes/presentations include board candidate forum, Oregon Community Foundation regarding philanthropy, travel forum, classes regarding writing your personal stories, warding off catastrophes, and dog/family relationships.

SEE SUNRIVERYOU.COM FOR FULL SCHEDULE & YOUTUBE LINKS

Current/In-Progress OEC Activities

** Happy Hour Coverage – Meagan Iverson/Carol Mosman

→ ACTION: Mark will follow-up with Carol to ensure every month has an active host present. Not just dropping off supplies, but a person to welcome, represent, etc.

CONTINUES NEXT PAGE

** Ski Show – Paul Ash

Nov 23 at SHARC, 12-4. Participants include ski shops and clubs. Considering adding a used equip swap or sell with proceeds to a charity.

→ ACTION: Paul draft up a call for volunteers that Mark can send to the volunteer list.

** Yoga – Keith Kessarlis

SROA considering developing an actual job description for a yoga teacher. Keith talking with HR and Recreation departments.

** 2024 Daffodils Sale – Mark Fisler

All but 46 of the 3,000 bulbs have been reserved so far. Max per person is 100 currently. Distribution scheduled for Oct 12, 10:00-1:00. Helpers: Katie, Linda, ONE MORE?

→ ACTION: 1 more volunteer for this Saturday's distribution would be nice. Who can help?

→ ACTION: Ashley will deliver 4 tables and 4 chairs to SROA Admin parking lot by 9:30 a.m. Saturday.

Dog Activities – Paul Ash

** Proud Pooches Parade Oct 26 from SHARC to Village, booths for VRCCO Foundation & Humane Society, fun competitions, activities. This will be in cooperation with the Village's Harvest Fair event.

→ ACTION: Volunteers needed for 2 registration tables and 3 judges

→ ACTION: SROA staff will set up 1 table at SHARC by 12:30 on 10/26 and have one available for Paul to pickup to take to Village.

** Proposing two "Sampler" training classes with Jane Devlin at the new dog park. Free to participants. \$200 expense requested from OEC to pay trainer. All in favor.

** Considering a February date for a Dog Forum.

** Paul proposes a monthly column in the Scene for the Dogs of Sunriver.

New Business

** Spring Fling again in 2025? Sandy Appleby would like to do the dance with DJ. No classes this time. Saturday April 12, 2025 is open at this time.

→ ACTION: Sandy will research DJs and dates and follow up with Beth

Adjourned 2:51pm

Respectfully submitted, Meagan Iverson

Next Meeting: November 13, 2pm

(5)

SUNRIVER SERVICE DISTRICT REPORTS

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

Due to the fact that the SSD does not hold their monthly meeting until next week, none of their reports were available except for their approved September board minutes.

SUNRIVER SERVICE DISTRICT

MINUTES OF BOARD REGULAR MEETING

1:00 p.m. Thursday, September 19, 2024

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

Call to Order: Chair Fister convened the meeting at 1:00 p.m.

Roll Call: Chair Fister, Dir. Ralston (via Teams), Dir. Kelley, Dir. Hepburn, and SROA Ex-Officio Schneider were present. Vice Chair Shoemaker was not present.

SD Staff: Fire Chief Boos, Police Chief Lopez, Captain Kornblum, Administrator Holliday

SROA Staff: Susan Berger

Public Safety Building Project Manager: Doug Nelson

Public Input: No Input.

Acknowledgements and Introductions:

Administrator Holliday acknowledged Dana Whitehurst's upcoming retirement after serving nine and a half years with the Sunriver Service District; seven years with Sunriver Police Department and two and a half years with Sunriver Fire Department. Dana has 41 years with law enforcement overall. The District thanked her for her service and look forward to her working part-time as the Executive Assistant to Administrator Holliday through the winter. Chiefs Lopez and Boos also shared their thoughts and thank you's for the service and guidance Dana provided while working at both agencies. Director Kelley expressed his gratitude for all Dana did for Black Butte PD while working as the Records Manager at Deschutes County Sheriff's Office and Executive Assistant at Sunriver Police Department. Chair Fister acknowledged all the assistance Dana has provided to the District while working at both Sunriver Police and Fire. Executive Assistant Whitehurst thanked the District for her time spent working for the District.

Chair Fister welcomed Randy Schneider, the newly appointed SROA Ex-Officio to the Sunriver Service District Board. Ex-Officio Schneider introduced himself and provided insight on why he was excited to be part of the SSD Board.

Consent Agenda

1. **Motion to approve:**
 - a. August 15, 2024, Regular Board meeting minutes
 - b. SROA Monthly invoice in the amount of \$9208.09

Dir. Hepburn moved to approve the consent agenda; seconded by Dir. Ralston. Motion passed unanimously.

Old Business

2. **Public Safety Building**
 - a. **Public Safety Building Construction Update – Nelson/Kirby Team/KMB Architects**
OR/PM Doug Nelson introduced Sean Darnell from KMB Architects and acknowledged how easy it has been to work with him on this project and thanked him for his timeliness. Kenny from Kirby Nagelhout agreed.

Nelson advised all permits are still active. He is still waiting for the final review comments from the County for fire sprinklers Phase 2. He should have it by the end of the week.

Kenny from Kirby Nagelhout advised:

- The first floor of the fire department is roughed-in. After the inspection on Monday, they will start closing walls. Once the rough-in inspection is complete, they will schedule the rough-in inspection for the second floor. Simultaneously there will be mudding and taping ongoing.
- Working on apparatus bay siding. Once completed, they will side the fence.
- Tuesday, Sept. 24 is the power shut down and swap over date. Power will be shut down at 8 a.m. and will be brought back up as quickly as possible. There is a 10-hour window. Once the changeover is done, Kirby will be able to get final reporting done on the mechanical side in Phase 2. This will allow heat and a/c to be turned on in a few weeks.
- The original project end date is still tracking and there hasn't been anything to push it out.

Nelson pointed out that the stonework is done and it is very creative and makes a statement.

- b. Motion to Approve August 2024 Building Funding Requests in the total amount of \$795,674.00**
- i. KMB Architects invoices in the amount of \$11,559.05
 - ii. Carlson Testing invoice in the amount of \$1612.25
 - iii. Nelson Capital invoice in the amount of \$9,500.00
 - iv. Sage Springs invoice in the amount of \$678.85
 - v. Kirby Nagelhout Construction invoice in the amount of \$695,002.88
 - vi. Sunriver Christian Fellowship invoice in the amount of \$1,000.00
 - vii. Ed Staub invoice in the amount of \$540.04
 - viii. Stryker invoice in the amount of \$4568.80
 - ix. Premier IT invoice in the amount of \$57,826.00
 - x. SSD invoices in the amount of \$13,386.05

Nelson advised he had a couple of corrections to the funding requests. During an audit for the Ed Staub account, it was discovered that two of the invoices had already been paid. The total to Ed Staub has changed to \$540.04. The Stryker invoice didn't have shipping costs added in, so the total invoice is now \$4,568.80. This brings the total Funding Request to \$795,674.00

Dir. Raiston moved to approve the invoices as presented; seconded by Dir. Hepburn. The motion passed unanimously.

- c. Motion to approve \$200,000 of Public Safety Building Fund 717 contingency dollars**
- Nelson advised it is time to purchase the final furniture, fixtures and equipment. The project has \$18 million of committed funds and is looking to utilize \$200,000 from the unallocated interest income revenue. The following items are pushing the budget over the threshold and were not anticipated:
- Covered parking, which was deferred but is on the land use permit and the District will not receive occupancy certificate unless it is completed.
 - The sprinkler system for Phase 2 came in at about \$106,000 over what had originally been bid.
 - The demolition cost came in at about \$90,000 more than anticipated. The radio antenna is another \$47,000 and is needed due the poor signal strength inside the new building.
 - There are various (Request for Information) RFI change order items to be bid on next week at approximately \$140,000.

Dir. Ralston noted while these items are taking the project over the \$18 million threshold, the interest income is due to good investments on the funds and will still only cost the taxpayers \$18 million. The District can use the interest made and still have funds leftover for building maintenance once it is completed.

Administrator Holliday explained because OR/PM Nelson's budget is a project-based budget and the District's budget is a fiscal-year budget, there is no need to actually move funds until those line items are overspent. The District will most likely need to make a mid-year adjustment, and she has already been in touch with the county about it. Administrator Holliday advised the total interest income for the project to date is around \$950,000.

- d. **Motion to approve additional committed funds in the total amount of \$486,758.34 - Nelson**
 - i. Contract Addendum No 1, total amount requested to complete the project through March 21, 2025: \$57,000.00
 - ii. Central Oregon Office Interiors: purchase, shipping and installation of all furniture. Total quoted: \$209,355.47
 - iii. Spacesaver Specialists: Equipment Armory Package. Total quoted: \$12,963.00
 - iv. Spacesaver Specialists: High Density File System and Evidence Storage. Total quoted: \$37,819.00
 - v. Mystaire: PD Fume Hood. Total quoted: \$10,966.00
 - vi. Cascade Fire Equipment Co: Arctic Air SCBA Equipment: Total quoted: \$57,292.66
 - vii. Cascade Fire Equipment Co: Dual Purpose Hose Dryer. Total quoted: \$13,435.60
 - viii. KNCC PCO #07: Fire Department Covered Parking. Total PCO#07: \$87,926.61

Nelson explained each item listed above and made a change to viii. KNCC PCO #06. It should read PCO #07. (The change was made above.)

Dir. Hepburn motioned to approve committed funds in the total of \$486,758.34, including allocation of \$200,000 in interest income funds; seconded by Dir. Ralston.

Dir. Hepburn asked if it was the final cost for the additional funding. Nelson advised probably not, and they have identified up to \$400,000 total. Dir. Hepburn asked when the building reserve fund would be completed, and Administrator Holliday stated in November.

Dir. Ralston, Dir. Kelley, Dir. Hepburn voted yes. Chair Fister voted no. Motion passed.

- e. **Discussion on remaining roadway paving charges**

Administrator Holliday noted that during an email exchange between Nelson and SROA, where SROA agreed to pay half of the cost to pave the roadway between SROA Administration Building and the Public Safety Building. Due to miscommunication and the invoice coming in slightly higher than anticipated, SROA still owes \$1,443.00 for their half. Administrator Holliday is asking if the board would like SROA to be invoiced for the additional amount. Through discussion it was decided not to invoice SROA for the additional amount.
- f. **Review of monthly memo to Deschutes County Commissioners**

There were no changes to the memo, and Administrator Holliday will send it out.

3. Update on SSD Strategic Plan

Due to Vice Chair Shoemaker not being present, there was no update.

4. SSD Post Incident Procedures

Dir. Hepburn advised that both chiefs have been very busy so there is nothing to report at this time. Dir. Hepburn advised there is interest in creating a restrictive shooting zone in Sunriver. The discharge of a firearm in an unincorporated area in Deschutes County is not necessarily a law enforcement issue unless the person shooting the gun is pointing it at someone or threatening them with it. Just discharging a firearm without those elements is not necessarily a police matter, but just a Sunriver SROA rule. Setting up a restrictive shooting zone could make it so law enforcement could take action. To create a restrictive shooting zone, it requires 60% of voters to sign a petition and the County Commissioners to vote to create the zone or not. There are several restrictive shooting zones in Deschutes County already.

The SSD Board cannot take a stance on this issue and must remain neutral. Chair Fister advised he consulted with counsel and essentially Board Members, employees and sworn volunteers of the District cannot take a stance on this topic. This doesn't prevent them from signing the petition as Sunriver citizens. Chief Lopez added there are numerous state statutes that address the simple discharge of a firearm. Shooting in your backyard in the direction of a residence and endangering others is covered by state statute.

New Business

5. Monthly Chief/Administrator's Reports

Fire Chief Boos:

- Overview of monthly statistics
- Chief Boos is still on the ODF/OSFM Wildfire Funding Committee to address sustainable funding for wildfire mitigation. The committee finishes up in November.
- Working on the 2030 SROA Strategic Planning Task Force.
- Chief Boos has been in the community discussing defensible space with homeowners.
- The department has a plan in place for the Tuesday power cut over.
- Bachelor Complex fire – Chief Boos advised he learned a lot about the community throughout the process. There will be a debrief next week. Chief Boos thanked the board, Chief Lopez, Team 3, Lapine Fire, Deschutes County EMS/Sheriff's Office/Road Department/ODOT, and especially Nathan Garibay at Incident Command and Administrator Holliday for staying late to answer phones. There will be a lot learned from this fire and it is way different than a tabletop.
- Completed hose testing this week.
- Swiftwater Rescue Training next week.
- The Academy is coming up. More people are going through the process to be qualified to work out of classification, which should reduce the need for overtime. Firefighter Johnston completed his AIC Engineer/Captain training.
- Central Oregon sent out a task force to the Rail Fire outside of Dayville. Sunriver didn't have one to send.
- Deputy Chief Bjorvik has been out on numerous fires this summer. Chief Boos advised that Bjorvik is good at what he does and if agencies can get him on their team, they will.
- The FD physician provided respiratory emergency case review.
- Attended the Sunriver Resort Employee appreciation luncheon.

Dir. Hepburn asked if there was anything the board could do when it comes to Chief Boos' discussions with SROA regarding defensible space. Chief Boos advised that he and Chief Lopez have talked about getting all the main players in Sunriver to meet so that when there is an emergency, they have a working knowledge of each other and what they bring to the table. Dir. Kelley asked if the recent fire has helped Sunriver against future fires and Chief Boos said it has created a barrier from the west against future fires for the next few years.

Police Chief Lopez:

- Overview of monthly statistics.
- Completed Corporal and Officer interviews. Provided a background packet to a candidate for each position. The Corporal candidate is moving forward. The lateral officer candidate is currently on hold while working out some logistics.
- Have had two productive/positive meetings with Citizen Patrol to incorporate them into the Police Department as volunteers. Looking to make Citizen Patrol more of a public safety volunteer to incorporate the Fire Department, as well. CSO Steinbrecher is doing a great job with the volunteers and Chief Lopez would like everything to be ironed out by early next year.
- House Bill 4042 (recriminalization of drugs) went into effect September 1. There is a deflection program in place that SRPD has received training on.
- Bike Patrol statistics – Even with the limited staffing the program had this year, it was still successful. Reported bike crashes were down considerably. Bike Patrol responded to numerous code violations and issued several citations.
- Chief Lopez gave an overview of SRPD summer statistics.
- Officer Mann is entering phase 3 in her training program.
- Department training included Digital Forensics, Deflection Program, Diversity Equity Inclusion, License Plate Reader. Chief Lopez attended a couple classes at the FBI National Academy re-trainer. Sgt. Beck attended High Risk Vehicle training. Captain Kornblum, Corporal Lawrence and Officer Mann attended “Women’s Leaders in Law Enforcement” training in California.
- Drone Report – the drone pilot is currently training a trainee. Nothing to report.
- Attended the Sunriver Resort Employee Appreciation BBQ.
- Will be assisting with the Three River’s School Otter Run coming up soon.
- Faith in Blue is next month.
- Bachelor Complex Fire – Chief Lopez is proud of how Sunriver Police responded to the task. The department was upstaffed. He’s proud of the communication that took place from within the district and with our partners in the community. He believes Sunriver has a good system in place that can always be improved but overall, it was an effective operation.

Dir. Hepburn was curious if by hiring a Corporal and Officer if all positions would be filled in the Police Department. Chief Lopez advised all positions would be filled.

Dir. Hepburn wanted to know if the infrastructure is in place for the deflection programs to work regarding HB 4042. Chief Lopez advised it is in place to begin in a small capacity. He has been assured by our public and private partners they have enough beds and will not be turned away. Deschutes County Sheriff’s Office will be managing the deflection program and already has experience in doing so.

Dir. Hepburn inquired about the status of the sirens if the fire evacuation would have gone to Level 3. Chief Lopez said the department would have used the sirens due to the expectation but will be revisiting their effectiveness. He added the community/central Oregon partners were prepared in the event a Level 3 Evacuation occurred. Administrator Holliday commented on the effectiveness of SR Alerts.

Chair Fister inquired about how the License Plate Readers (LPRs) are working. Captain Kornblum advised they have already been utilized by law enforcement and will be even more effective once they are installed at the South Century entrance.

Administrator Holiday:

- Received financial and personnel files from SROA. Dana will be archiving and expunging files.
- Auditors from Moss Adams were onsite a couple of weeks ago. She is working with them to provide documents, and the audit should be wrapped up in a few weeks.
- Continues to meet with her mentor through the Government Finance Officers Association.
- Worked with WHA Insurance to set up a virtual benefits fair for employees. Winter project is to set up an employee compensation packet so that they can see what benefits the District provides in detail with figures.
- Continue to work on the draft with the SSD Employee Handbook updates.
- Halfway through the Public Sector HR Association Certification Course to be certified in HR.
- SSD employees have utilized the SHARC 194 times since January 1, 2024 through Labor Day weekend, which is a huge increase from the previous year. This is a benefit the employees really enjoy and utilize.
- Attended an HR/Finance round table in Salem. Administrator Holliday discussed a cyber grant through SDAO to assist with .gov websites/email migration costs.
- Didn't receive very many applicants for the SSD Executive Assistant position. Dana has agreed to stay on and assist until the position is filled sometime next year.

6. Update on Budget Committee Members

Chair Fister advised that there have been three potential Budget Committee Members that he or Vice Chair Shoemaker have been talking to. Dir. Kelley and Chair Fister met with Kent Zook and felt he has the qualifications for the position. Chair Fister proposed to forward Mr. Zook's information to Deschutes County for acceptance.

Dir. Kelley made a motion to refer Kent Zook's resume to Deschutes County for review and acceptance; seconded by Dir. Hepburn. Motion passed unanimously.

Chair Fister advised if anyone knows of anybody interested in the Budget Committee to pass the information on to Dir. Kelley or him.

7. Report on FY 23-24 SSD Audit

Administrator Holliday said the Board was gracious in supporting a mid-year assessment last January and was very helpful to prepare for the audit. The onsite assessment and testing went well and she hopes to have the final audit to share next month.

8. Discussion on ODOT Road/Snow Clearing

Chair Fister received a request from SROA General Manager James Lewis to add the District to the discussion about ODOT snow removal on state highways, specifically Hwy 97. Chair Fister drafted a letter to ODOT and included it in the board packet. Many agencies around central Oregon have concerns and are also weighing in.

Dir. Kelley moved to allow Chair Fister's signature on the letter to ODOT regarding snow removal; seconded by Dir. Hepburn. Motion passed unanimously.

9. Annual Review of the Enforcement of Rules & Regulations Agreement

Administrator Holliday would like to confirm which two people will be reviewing the SROA Rules and Regulations Agreement this year, so she can provide the information to SROA. Chair Fister advised he and Dir. Kelley will attend the rules and regulations meeting.

10. Nominate Board Officers (Chair, Vice Chair, Treasurer)

Chair Fister advised it is time for Board officer nominations and the vote will occur next month per District policy. Dir. Ralston nominated Chair Fister for Chair, Vice Chair Shoemaker for Vice Chair, and Dir. Kelley for Treasurer. There were no other nominations.

11. Motion to Approve June/FY 23-24 Year End and August 2024 Unaudited Financials

Administrator Holliday advised there were a couple of expenses where there were no funds budgeted in the line item. The auditors have been contacted to see if they would like the expenses to be moved, and the overall budget will stay the same. Funds 715, 716, and 717 all had a surplus. The 715 fund's surplus is approximately \$260,000, 716 approximately \$7,000, and 717 approximately \$88,000 for year end. Corrections will be made based on auditors suggestions. Administrator Holliday recommended to approve because the overall totals will not change.

Dir. Hepburn moved to approve the FY 23-24 unaudited financials; seconded by Dir. Ralston.

Chair Fister said most of the savings were on personnel for police and fire, and it is not the best way to save money. Otherwise, the District was diligent in the rest of their budgeting, which he appreciates.

Motion passed unanimously.

Administrator Holliday advised the August P&L is received in a PDF format from the accountant, so to not be manipulated. The August financials only include totals for invoices paid in August and do not include year-to-date totals. Administrator Holliday explained the lows and highs of the August financials with the board. Year to date financials seem to be on track. She asked if the financials being provided were sufficient. Dir. Hepburn provided feedback.

Dir. Hepburn moved to approve the August 2024 unaudited financials; seconded by Dir. Ralston. Motion passed unanimously.

12. Review of July 2024 SROA Board Meeting

Ex- Officio Randy Schneider will provide an update next meeting.

Dir. Hepburn moved to adjourn; seconded by Dir. Kelley. The motion passed unanimously.

Meeting adjourned at 2:56 p.m.

Submitted by Administrator Holliday

“A”

Committee & Task Force Actions

**Design: Scott Brucker & Sherri Serfling as
alternate members**

(Board Motion Required)

SROA BOARD ACTION REQUEST

COMMITTEE: Design

DATE: 11/16/24

SUBJECT: Appointments

ACTION REQUESTED- I, Director _____ move approval of the appointments of Scott Brucker & Sherri Serfling as alternate members of the Design Committee.

Attachments: Y – Completed Volunteer Service Forms

SUBMITTED BY:

Name

Charlie Meyer

Position

Design Committee Chair

07/24/2024 12:00 AM

Name

Scott Brucker

Sunriver Property

#7 Holly Lane

Mailing Address

18160 Cottonwood Rd, PMB 302

Sunriver, Or 977078

Cell Number or Landline

971-998-5495

Email

coach.brucker@gmail.com

Experiences:

I worked in municipal Parks and Recreation for 40 years. My background covers Aquatics, Sports, Recreation, Administration, Planning and interagency coordination (Park Dist. and School Dist.). I was owners rep and project manager on swimming pool builds and remodels, park builds, athletic field builds and have limited experience in construction and remodel work.

My interests are:

Fishing, Hiking, Biking, Camping and wood working. I am interested in volunteering on the Design Review Committee.

I have expertise in:

Project development and management, Athletics, Aquatics, Administration, Policy and procedure development, Facility operations, facility maintenance

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

Available Committees

Design Committee

Task Force or Work Group

Today's Date

07/12/2024 12:00 AM

Name

Sherri Serfling

Sunriver Property

25 Muir Lane

Mailing Address

18160 Cottonwood Rd PMB 630
Sunriver, OR 97707

Cell Number or Landline

360-521-1534

Email

25muirlane@gmail.com

Experiences:

Nurse, homeowner, resident of Sunriver since 2020

My interests are:

Outdoor anything.

I have expertise in:

Nursing

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

Available Committees

Covenants Committee

Design Committee

Owner Enrichment Committee

Task Force or Work Group

“B”
Committee/Task-Force Action Requests

**Proposed Nominating Committee
Charter Amendments**

(Board Action Required.)

SROA BOARD ACTION REQUEST

COMMITTEE: Nominating

DATE: 11/16/24

SUBJECT: Revisions to Charter

ACTION REQUESTED- I, Director _____ move approval of the revisions to the Nominating Committee Charter as presented.

Attachments: Y – Charter utilizing highlight/strike-out to illustrate what is being proposed for removal.

Background: As a result of the recent changes to the Management Agreement between Deschutes County and the Sunriver Service District (SSD), the services of the SROA Nominating Committee are no longer needed to recruit new SSD Managing Board Members.

As a result of this newly approved Management Agreement between Deschutes County and the SSD, all references to the SSD in the SROA Nominating Committee charter are being proposed for removal.

SUBMITTED BY:

Name

Debbie Baker
Kellie Allen

Position

Nominating Committee Chair
SROA Liaison to Nominating
Committee

NOMINATING COMMITTEE CHARTER

Revised ~~02-02-2024~~ 11/16/2024

The Sunriver Owners Association By-Laws provide for the establishment of the Nominating Committee (Committee) as a standing committee of the SROA Board of Directors (Board). With respect to candidates for the SROA Board, the Committee works independently from the SROA Board and SROA Staff, with exception of SROA's Human Resources Manager, as outlined below. ~~Regarding candidates for the Sunriver Service District (SSD) Board of Directors, the Committee shall work in collaboration with and at the direction of the SROA Board of Directors.~~

PURPOSE:

~~The Nominating Committee is charged with two fundamental responsibilities:~~

- ~~1. SROA Director Candidates: The Nominating Committee is responsible for recruiting, screening, and qualifying a slate of Sunriver candidates for the annual election to the SROA Board of Directors, by performing the functions and responsibilities outlined in this charter and the By-Laws.~~
- ~~2. SSD Director Candidates: The Nominating Committee is responsible for recruiting, screening, and advising the SROA Board about qualified SSD Director candidates to recommend to the Deschutes County Board of Commissioners for potential appointment.~~

ORGANIZATION:

The Nominating Committee consists of nine members who serve staggered three-year terms, so that no more than three member terms expire in any year. Whenever possible, at least one member shall be a former SROA Board Director. Reappointment to the Committee may occur no earlier than two years after completion of a member's term. With the exception of the SROA Human Resources Manager (serving as a non-voting member of the Committee), no member of this Committee may be a current member of the SROA ~~or SSD~~ Board of Directors.

Committee members who intend to run for the SROA ~~or SSD~~ Board of Directors must recuse themselves from participating in any potential candidate reviews. Furthermore, if the Committee member is elected to the SROA ~~or SSD~~ Board of Directors, the member will resign from the Committee.

FUNCTIONS AND RESPONSIBILITIES:

1. Nomination of Sunriver Owners Association Director Candidates:

The Nominating Committee shall:

- A. Meet with the SROA Board President and or designees to discuss desirable SROA candidate qualifications, skill sets, and experience to guide the Committee's recruiting efforts.
- B. Develop a list of potential candidates and contact qualified potential candidates to determine their interest.
- C. Inform members of the Association in the Sunriver Scene that nominations may occur by either the Committee or petition as outlined in the SROA By-Laws.

- D. Inform candidates that they must complete and file a Board Application with the Association Office by the established due date.
 - E. Verify that candidates are in compliance with the following:
 - 1. A member in Good Standing as defined in the By-Laws, including the following requirements:
 - a. Candidates shall be Sunriver property owners;
 - b. Candidates are not delinquent in the payment of any fee, fine or other monetary obligation to the association for more than 90 days; and,
 - c. Candidates will be subject to a criminal history check. Criminal convictions may be grounds for disqualification unless mitigating circumstances are established. Mitigating factors could include, but are not limited to, the nature of offense, the time since conviction and if restitution and/or rehabilitation has been completed.
 - F. Using a baseline of Committee-adopted uniform questions, interview qualified Board candidates. All interviews are to be conducted with at least two Committee members and shall additionally include the Human Resources Manager as part of the interview panel.
 - G. Notify candidates in writing of the Nominating Committee's decision whether or not to nominate them for Board candidacy.
 - H. Nominate as many qualified candidates for election to the Board as the Committee deems appropriate but shall endeavor to nominate as many qualified and approved applicants as there are director vacancies plus additional applicants, if any, subject to qualification and approval.
 - I. Announce the names of the qualified nominees as determined by the Committee at the April meeting of the SROA Board of Directors.
 - J. Prepare a press release announcing the names of qualified candidates as determined by the Committee for publication in the May issue of the *Sunriver Scene*.
2. **Sunriver Service District (SSD) Director Candidate Recommendations:** With the exception of SROA Board dedicated positions on the SSD Board, the Committee shall work in collaboration with the SROA Board to recruit qualified candidates for the purposes of filling vacancies on the SSD Board. The SSD Chair shall advise the Nominating Committee and the SROA Board in writing of any skill sets or experience that would complement the SSD Board. The Nominating Committee shall:
- A. Meet with the SROA Board President and the SSD Chair /or designee/s to discuss desirable SSD Director candidate qualifications, skill sets, and experience to guide the Committee's recruiting efforts.
 - B. Develop a list of potential candidates.
 - C. Contact Potential candidates to determine their interest.
 - D. Inform interested candidates that they must complete the *Sunriver Service District Board Application* and submit the completed forms to the Association Office by the established due date.

- E. Verify SSD Director candidates are in compliance with the following requirements:
 - 1. Sunriver property owners in good standing with the Association; and,
 - 2. All candidate application forms were complete.
- F. Candidates will be subject to a criminal history check. Criminal convictions may be grounds for disqualification unless mitigating circumstances are established. Mitigating factors could include the nature of offense, the time since conviction and if restitution and/or rehabilitation has been completed
- G. Using a baseline of Committee-adopted uniform questions, interview qualified SSD Board of Director candidates. All interviews are to be conducted with at least two Committee members and shall additionally include the Human Resources Manager as part of the interview panel.
- H. Meet with the SROA Board President and/or designee/s prior to making any public announcement of the Committee's recommendations. The meeting shall provide the SROA Board and Nominating Committee members with an opportunity to review applicant applications, qualifications, experiences, strengths, weaknesses, the Committee's reasons for recommending a specific candidate, and discuss any candidate concerns.
- I. Notify the SROA Board at a regularly scheduled meeting that precedes a Deschutes County Board of Commissioners meeting intended to officially Confirm SSD Board appointment/s, the person/s the Committee recommends to fill any open SSD Board position/s.

Note: The SROA Board retains final discretion regarding SSD Managing Board candidates referred to the Deschutes County Board of Commissioners, who make the appointment/s in August; Sunriver Service District Memorandum of Understanding Contract No. 2002-201.

3.2. SROA Human Resources Manager Roles and Responsibilities:

- A. Serves as a non-voting member of the Committee.
- B. Maintains all Committee documents and files within the Human Resources Office.
- C. Assists Committee in the development and administration of a standardized vetting process and uniform baseline interview questions for Committee use.
- D. Assures compliance with the Committee Charter as well as all adopted SROA Committee policies.
- E. Direct report/subordinate to the General Manager.

4. 3. General Nominating Committee Duties and Responsibilities:

- A. Ensures-records of all SROA and SSD Board candidate applications are turned over to the Human Resources Director for proper retention.
- B. Recruit and screen potential Nominating Committee candidates.
- C. Meet with the President of the SROA Board to discuss the qualifications of Committee candidates, their strengths and weaknesses, and the Committee's reasons for recommending specific candidates for service on the Committee.
- D. In compliance with the SROA By-laws, the SROA Board shall appoint Committee members at the Board's September meeting, or as soon as possible thereafter.

- E. The Nominating Committee shall appoint its own officers, and notify the SROA Board of Directors in writing within 30 days.
- F. The Nominating Committee is not tasked with facilitating or reviewing candidates utilizing the Petition for Candidacy option provided in the SROA bylaws.

**Board Book Section
“C”**

2025 Maintenance Fees

(Board motion required)

SROA BOARD ACTION REQUEST

SROA COMMITTEE: Finance Committee

DATE: November 16, 2024

SUBJECT: Approval of 2025 Maintenance Fund Assessment

ACTION REQUESTED- I, Director _____ move approval of the 2025 Maintenance Fund assessment of \$165.49 per month an increase of 3.75% or \$5.98 per property per month. Further move to approve a discount of \$59.58 resulting in an annual payment of \$1,926.30 to owners who pay their regular maintenance fees, excluding special purpose assessments, in full by the 25th of January 2025.

BACKGROUND: The Finance Committee and the Board of Directors have reviewed the proposed 2025 budget in a series of meetings. The Finance Committee requests that the Board adopt the recommended assessment of \$165.49 per month to fund the 2025 budget. Adoption of the assessment rate for 2025 is required at this time to allow timely preparation of the invoices to owners.

ATTACHMENTS: None

SUBMITTED BY:

Name

Clark Pederson

Joe Healy

Position

Finance Committee Chair

SROA Controller

Estimated Financial Impact of Board Approval:

- \$14,371,872 revenue budget
- \$10,414,766 expense budget
- \$ 3,957,106 reserve fund contribution
- \$0 projected budget surplus/deficit

**Board Book Section
“D”**

2025 Operating Budget

(Board motion required)

**Board Book Section
“E”**

2025 Skypark Maintenance Assessment

(Board motion required)

SROA BOARD ACTION REQUEST

SROA COMMITTEE: Finance Committee

DATE: November 16, 2024

SUBJECT: Approval of 2025 Skypark Fund Assessment

ACTION REQUESTED- I Director _____ move to approve the 2025 Skypark Fund assessment of \$71.58 per month, an increase of 3.75% or \$2.59 per property per month.

BACKGROUND: The Finance Committee has reviewed the Skypark reserve schedule in a series of meetings. The Skypark Fund was established to fund future repairs and maintenance of the tarmac, which is designated as limited commons and available for use by Skypark owners only.

The Finance Committee requests that the Board adopt the recommended assessment of \$71.58 per month which equates to a 3.75% or \$2.59 per property per month increase.

ATTACHMENT: Skypark Dues Analysis

SUBMITTED BY:

Name

Clark Pederson

Joe Healy

Position

SROA Treasurer

SROA Controller

Estimated Financial Impact of Board approval: The recommended assessment rate along with future projected assessment increases will generate the necessary additional revenues to be utilized for Skypark tarmac repair and replacement projects.

Board Book Section

“F”

Other Business

If the Board is in favor of approving the Ladies Bridge Group as a recognized SHARC group (to be reviewed on Friday), it can be done here on Saturday. A Board motion will be required to approve the group.



2024 Sunriver Clubs & Organizations Application
Form

SROA Club/Organization name Sunriver Women's Bridge

Year established 1980's Total membership 22 SROA membership % 50%

Have there been changes to the charter? Yes/No if yes, please attach new charter no formal charter;
simply open to all Sunriver women as advertized in The Scene
Each club/organization must designate one authorized representative who will be responsible for any and all meeting room reservations.

Contact Name: Sue Scrivens

Phone Number: 541-593-5906 / 541-350-7164

Email: regit1020@gmail.com
(1)

Anticipated facility needs: Please include routine meeting days/times along with any annual functions/events.

Mondays, 12:30 - 3 PM

Officers as of January 1, 2024

Having Snow Bird population, we all step in & assist play arrangements, etc.

Name Sue Scrivens Office held: Coordinator/Leader

Phone 541-593-5906 Email regit1020@gmail.com Term expires: no expir.

Name Jackie Schmid Office held: Back-up leader

Phone 541-350-8409 Email quelahgrammy@gmail.com Term expires: no expir.

Name Sandy Walk Office held: Back-up leader

Phone 541-848-2608 Email sandy129@aol.com Term expires: no expir.

Name Sandy Pedone Office held: Back-up leader

Phone 541-593-7438 Email peter.pedone05@gmail.com Term expires: no expir.

As authorized signatory for the above club/organization, I submit this application and deem the information provided to be accurate. I certify that I have received a copy of the SROA Clubs and Organizations policy as part of the renewal process. On behalf of the membership of the listed club/organization, I acknowledge all SROA rules and policies relative to SROA property and agree to abide by such. I further understand that the privileges of an officially recognized SROA club/organization may be revoked for failure to comply with SROA's written rules and policies.

Signature: Sue Scrivens

Title: Sunriver Women's Bridge
Coordinator

Revised 2024

(Sue Scrivens)

(October 22, '24)

Updated Sunriver Ladies Monday Bridge Participants 2024

1. **Alice Hanson** 541-508-9809
alicehanson32@yahoo.com
2. **Alice Jenkins** 541-420-2779
rjavj@aol.com
3. **Angela Young** 1-602-432-7788
4. **Betty Preston.** 714-263-5055
joebetbirdie@gmail.com
5. **Clara Smith** 541-312-5333
clara@bendbroadband.com
6. **Colleen Petersen.** 541-485-7342
copetersen52@gmail.com
7. **Diane Wahlberg.** 541-480-6363
bdwalberg@gmail.com
8. **Dorothy Theodorson.** 541-593-5928/520-399-2327
dottheo38@gmail.com
9. **Dottie Maley** 541-593-1181
jmaley7@gmail.com
10. **Dottie Meilink.** 541-408-77 20/541-312-1751
dmeilink5183@gmail.com
11. **Gwen Walker.** 541-536-1533/458-600-4655
gwenwalker1938@gmail.com
12. **Jackie Schmid** 541-350-8409
quelahgrammy@gmail.com
13. **Mary Triplano** 541-593-3081/541-678-4381
giantpride@aol.com
14. **Mary Elizabeth Lutz.** 1-310-780-1438

Sunriver Ladies Monday Bridge Group. 2024. Page 2

- 15. Mary Lou Alexander 593-9782**
- 16. Nancy Carpenter 1-503-880-2464**
nflcarpenter@me.com
- 17. Pat Arnold. 541-593-9397**
- 18. Sandi Merigan. 541-593-6713/541-419-2485**
robandsandi@hotmail.com
- 19. Sandy Pedone. 541-593-7438/541-280-0285**
peter.pedone05@gmail.com
- 20. Sandy Walk 541-848-2608**
sandy129@aol.com
- 21. Sue Fratt 360-921-4686**
sue.fratt@gmail.com
- 22. Sue Scrivens 541-593-5906/541-350-7164**
regit1020@gmail.com

**Board Book Section
“G”
Executive Session**

**(There will be a legal training session with SROA legal counsel
for the Board on Friday.)**

SECTION "H"

SROA Undertaking "No Shoot Restricted Area" under Deschutes County Code

Background:

- The area would need to be designated by the Deschutes County Commissioners upon the petitioner meeting specific requirements (See the attached document "***How to Implement a No Shoot Restricted Area***"). The County Commissioners process requires a public hearing.
- The County designation would be parallel to SROA Rules which do not permit firearms discharge within the community (the defined area).
- Separate citations could be issued for County Code Violation and SROA Rule violation.
- County Code – Class A Violation – fine of \$255.00.
- SROA Rule – Class A violation – fine of \$2500.00.
- County code and SROA rule are both enforceable to owners and visitors. However, County code is ultimately enforceable through a warrant/court process while SROA rule is not – the SROA magistrate process has long term enforceability to owners via property liens but not necessarily visitors.
- If approved, the area would be mapped and made public through Deschutes County channels.
- SRPD would have discretion to issue two citations (under both County code and SROA rule), one or the other (depending on circumstances), or none – all of these at their discretion.
- Based on the requirements below, a factor toward approving or not approving the request for all of Sunriver is whether or not the required signatures/petitions for all identified subdivisions can be gathered – if not all subdivisions are represented by petition, a resulting "patchwork" could occur and may affect the County Commissioners decision.

Required Steps for SROA:

- The attached document titled "***How to Implement a No Shoot Restricted Area***" created by Deschutes County is a condensed and more easily understandable version of Deschutes County Code Section 9.08 which describes the legal requirements to create such an area.
- The requirements specify a separate petition for each subdivision in Sunriver – per County legal counsel, this would require a separate petition for each of the eleven (11) villages shown on the attached map entitled "***Sunriver Villages***" and not just one petition for all of Sunriver combined.
- The requirement is for at least 60% of the "registered voters" (not all owners) from each subdivision to sign the petition to establish the no shoot restricted area. If there are not 60% of the registered voters from each subdivision that sign and are confirmed as voters by the County Clerk, the petition cannot be accepted and considered by the County Commissioners.
- Mapping Required: SROA would need to create a map showing the entirety of the area for consideration (all of Sunriver) and the boundaries for each subdivision to accompany each petition.
- The names of all registered voters within Sunriver (specifically recognized by subdivision) would need to be gathered (available through County voting records) and then be contacted personally for a signature on the petition.
- The form of the petition would need to be created pursuant to County requirements.
- The timelines for the signature gathering and petition submittals must be met.
- SROA would need to create an informational document/explanation of the purpose, intent and implementation (if approved) of the County designation.

HOW TO IMPLEMENT A NO SHOOT RESTRICTED AREA (NSRA)

(DCC 9.08, Discharge of Firearms, is controlling)

- DCC 9.08.050 identifies the underlying necessary requirements for establishing a NRSRA:
 - If seeking to include a property within a NSRA that is or will be located within a subdivision or town plat, the property within the proposed NRSRA district must be contiguous and 60% of the registered voters within the subdivision or town plat must sign the petition proposing the district
 - If seeking to include a property that is located outside of a subdivision or town plat into a NSRA that will be or already exists, the property must be contiguous to a subdivision or town plat, or must be contiguous to other properties included within an existing or proposed NSRA; only the owner of the property must sign the petition
 - Determination of ownership shall be made using the most recent property tax assessment roll. Recent purchasers must provide a certified copy of a deed
 - No subdivision or town plat shall be eligible for such designation unless 60 percent of the registered voters within such subdivision or combination of subdivisions sign the petition proposing such district
- DCC 9.08.060 to 070 lists the information required in the Petition and includes:
 - Description of the boundaries of the proposed NSRA
 - 6-month window for securing signatures from the date of the first signature
 - Once complete is filed with the County Clerk
 - Fee as determined by the Board of County Commissioners
 - Clerk will determine if signed by the requisite number of qualified signers
 - If certified by County Clerk, public hearing is scheduled
- DCC 9.08.080 to 090 provides process for public hearing before the Board of County Commissioners
 - Must occur no sooner than 15 days, nor later than 45 days after County Clerk certifies the Petition to the Board of County Commissioners
 - Notice of the public hearing to be provided not less than 7 nor more than 14 days of the notice, including the purpose for which the NRSRA is proposed, the boundaries thereof and the date and time of the hearing
 - Only one continuance not to exceed 15 days may be granted by the Board
 - If Board determines that the area/property would benefit, it may enter an Order establishing the NSRA and/or adding the area/property to existing NSRA
 - Order takes place immediately upon passage

NOTE #1:

In 1995, the Oregon Legislature enacted ORS 166.170 and ORS 166.171 -firearms preemption. The intent was to "avoid a patchwork quilt of local government laws inconsistently regulating the use of firearms."

ORS 166.170 provides that regulation of firearms "is vested solely in the Legislative Assembly."

ORS 166.171(1) provides a limited exception: "A county may adopt ordinances to regulate, restrict or prohibit the **discharge** of firearms within their boundaries."

ORS 166.171(2) provides a list of firearm discharges that counties may not regulate (self-defense, hunting, shooting range, etc..).

In 1997, the Legislature enacted ORS 166.176 (at the request of Deschutes County). This statute grandfathered certain county ordinances that were in effect on 11/2/95. [Deschutes County Code – in effect prior to 11/2/95 allows for creation of "no-shooting zones."]

NOTE #2:

The federal *Dingell Conservation, Management and Recreation Act*, in Sections 4102 and 4103 provides:

- General rule is that federal land "shall be" open to hunting, fishing, and recreational shooting
- The Secretary of Dept of Interior may designate for reasons of public safety, that specifically identified Federal land is not open for hunting, fishing, and recreational shooting; any such designation "Shall" designate the smallest area for the least amount of time
- Before any such restrictive designation, the Secretary must consult with State fish and wildlife agencies and provide public notice and opportunity for comment

DISCHARGE OF FIREARMS RESTRICTED AREAS DESCHUTES RIVER CORRIDOR

WARNING:
Deschutes County law and Deschutes National Forest orders restrict use of firearms along segments of the Deschutes River marked on this map as a "No Shooting Area". Firing any kind of firearm is prohibited in no shooting areas except by a peace officer acting in the line of duty or by a person acting to defend life or property. Hunters may not shoot firearms while hunting within no shooting areas.

No shooting areas include the beds and banks of the Deschutes River, islands and lands within 150 yards of the ordinary high water mark of the river and includes several additional No Shooting Area districts.

No shooting areas are posted with signs on both sides of the river. However, shooters are responsible for determining whether or not they are within a restricted area before they shoot.

Violation of no shooting restrictions is a Class A Violation, punishable by a fine of up to \$600.

Please contact Oregon State Parks for firearms restrictions within the LaPine State Park boundary.

DISCHARGE OF FIREARMS RESTRICTED AREAS BY RIVER MILE (DESCHUTES RIVER)

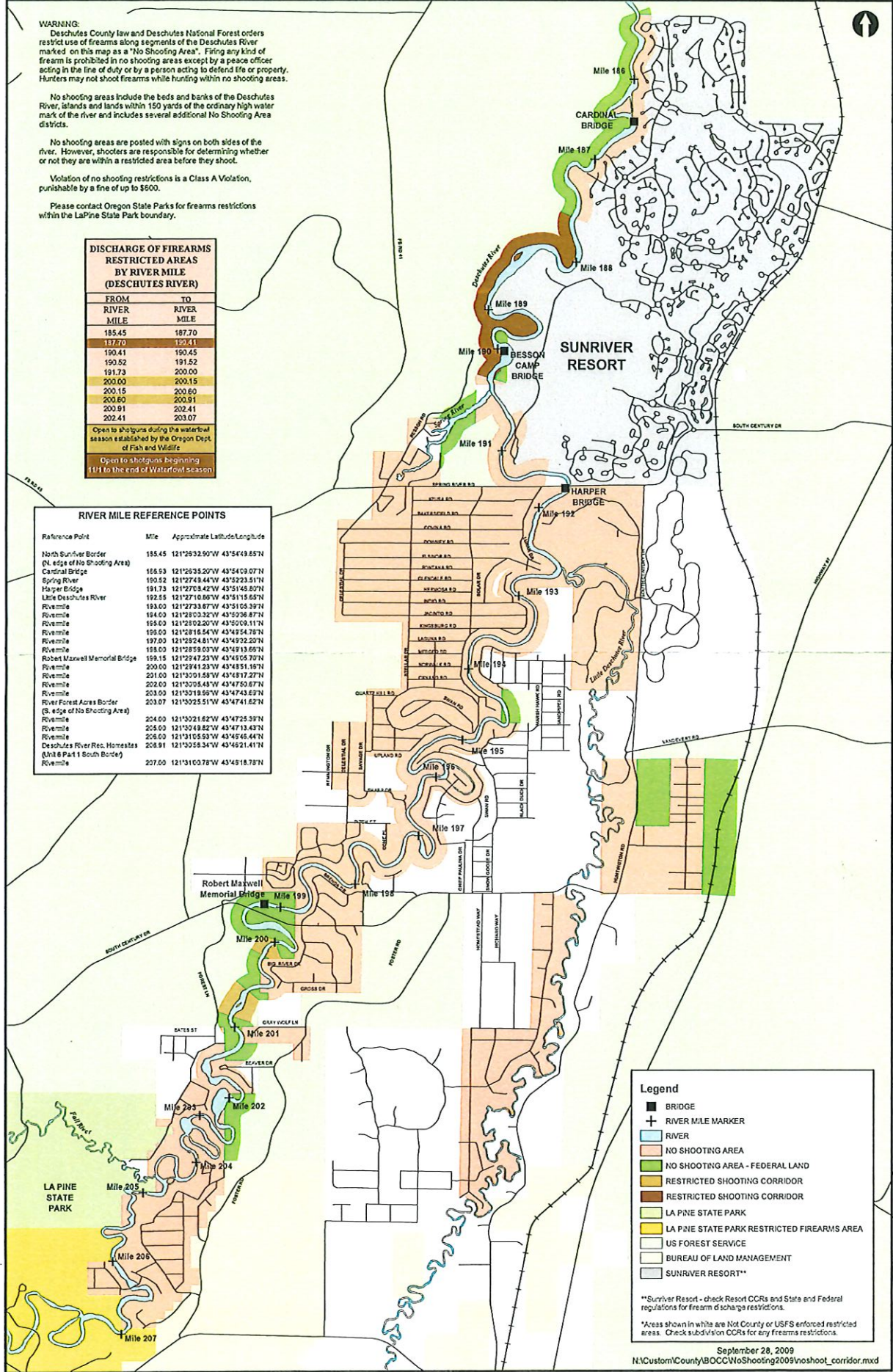
FROM RIVER MILE	TO RIVER MILE
185.45	187.70
187.70	190.41
190.41	190.45
190.45	191.52
191.52	200.00
200.00	200.15
200.15	200.60
200.60	200.91
200.91	202.41
202.41	203.07

Open to shotguns during the waterfowl season established by the Oregon Dept. of Fish and Wildlife

Open to shotguns beginning 10/1 to the end of Waterfowl season

RIVER MILE REFERENCE POINTS

Reference Point	Mile	Approximate Latitude/Longitude
North Sunriver Border (N. edge of No Shooting Area)	185.45	121°29'32.50"W 43°54'49.85"N
Cardinal Bridge	186.53	121°26'35.20"W 43°54'09.07"N
Spring River	190.52	121°27'48.44"W 43°52'23.51"N
Harper Bridge	191.73	121°27'08.42"W 43°51'48.80"N
Little Deschutes River	192.55	121°27'16.86"W 43°51'15.60"N
Rivemile	193.00	121°27'33.87"W 43°51'05.39"N
Rivemile	194.00	121°28'03.32"W 43°50'36.87"N
Rivemile	195.00	121°28'02.20"W 43°50'09.11"N
Rivemile	195.50	121°28'16.54"W 43°49'54.78"N
Rivemile	197.00	121°28'24.81"W 43°49'32.20"N
Rivemile	198.00	121°28'59.03"W 43°49'13.65"N
Robert Maxwell Memorial Bridge	199.15	121°29'47.23"W 43°48'05.70"N
Rivemile	200.00	121°29'41.23"W 43°48'51.10"N
Rivemile	201.00	121°30'01.58"W 43°48'17.27"N
Rivemile	202.00	121°30'05.48"W 43°47'50.87"N
Rivemile	203.00	121°30'18.99"W 43°47'43.69"N
River Forest Area Border (S. edge of No Shooting Area)	203.07	121°30'25.51"W 43°47'41.62"N
Rivemile	204.00	121°30'21.62"W 43°47'25.39"N
Rivemile	205.00	121°30'49.82"W 43°47'13.43"N
Rivemile	206.00	121°31'05.93"W 43°46'48.44"N
Deschutes River Rec. Homeites (A1 & Part 1 South Border)	206.91	121°30'58.34"W 43°46'21.41"N
Rivemile	207.00	121°31'00.78"W 43°46'18.78"N



Legend

- BRIDGE
- + RIVER MILE MARKER
- RIVER
- NO SHOOTING AREA
- NO SHOOTING AREA - FEDERAL LAND
- RESTRICTED SHOOTING CORRIDOR
- RESTRICTED SHOOTING CORRIDOR
- LA PINE STATE PARK
- LA PINE STATE PARK RESTRICTED FIREARMS AREA
- US FOREST SERVICE
- BUREAU OF LAND MANAGEMENT
- SUNRIVER RESORT**

**Sunriver Resort - check Resort CCRs and State and Federal regulations for firearm discharge restrictions.

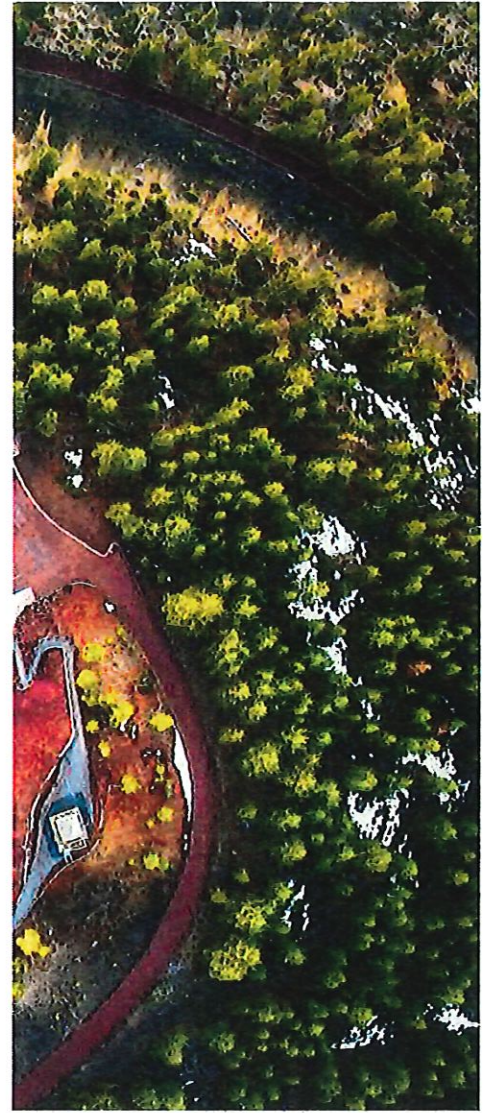
*Access shown in white are Not County or USFS enforced restricted areas. Check subdivision CCRs for any firearms restrictions.

September 28, 2009
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SECTION "I"



Photo by Dan Meyers on Unsplash



LAVA BUTTE to LA PINE BIKE AND PEDESTRIAN PLAN

Final | October 25, 2024

1. EXECUTIVE SUMMARY

The Lava Butte to La Pine Bike and Pedestrian Plan (Plan) provides a vision for a vital active transportation and recreation corridor that links together the area's abundant natural beauty, population centers, and expands opportunities for outdoor recreation and adventuring. The future shared-use path will function as a regional transportation facility that supports travel between employment hubs, commercial centers, and neighborhoods.

Shared Use Path: "An all-weather prepared surface, typically designated...for use by a pedestrian bicycle, or a personal wheeled device. A facility...on a separate alignment or right-of-way."

- ODOT Highway Design Manual, 801.2

Today, U.S. 97 acts as the main north-south transportation facility between Bend and La Pine. The highway carries high volumes of passenger and freight traffic, has minimal facilities for people walking or biking, and sustains serious crashes every year. Other north-south roads in the area lack safe and comfortable bicycle and pedestrian facilities and carry fast-moving traffic, greatly limiting walking, biking, and rolling trips along this corridor. The Plan addresses the need for a continuous and safe connection parallel to U.S. 97. At the north end, active transportation facilities will connect to Lava

Skirting the western edge of Central Oregon's high desert, the 20-mile envisioned Lava Butte to La Pine active transportation corridor links some of the state's most beloved natural areas, including the Lava Butte Visitor Center and Newberry National Volcanic Monument.



Newberry National Volcanic Monument
Photo Credit: U.S. Forest Service

Lands Visitor Center and the Sun Lava Trail currently under design. At the south end, the path will connect with the recently completed U.S. 97 Wickiup Junction to First Street Shared-Use Path, resulting in a robust cycling and walking network through this part of Central Oregon. In the central area, the path will connect with destinations in the Sunriver and Three Rivers communities, including Three Rivers Elementary School.

The Lava Butte to La Pine active transportation corridor will play an important role in reducing motor vehicle impacts on key destinations in the area. For example, the Lava River Cave Interpretive Site has historically experienced high vehicle demand and full parking lots during the summer, creating difficulties for prospective visitors. While a recently implemented reservation system has helped address these vehicle capacity issues, a new path and active transportation connection will provide safe, car-free options for residents and visitors alike while helping to further alleviate vehicle capacity, parking, and emissions impacts. Communities located near these improvements will also have more ways to reach important destinations like schools, shopping centers, and social services.

The Plan was informed throughout the process by discussions with U.S. Bureau of Land Management (BLM), USFS, Deschutes County, Sunriver, and La Pine. BLM, USFS, and Deschutes County are major land managers and/or transportation facility owners in the recommended corridor and are the key partners with ODOT in planning and implementing the Plan's recommendations. Their policies, regulations, and design standards will inform refinement, design, and construction of cycling and walking facilities. **The designs recommended in this Plan were informed by and reflect the agencies' design standards and ongoing coordination will ensure that the ultimate design meets all relevant requirements.**

1.1 Plan Development

Work to develop the Plan began in winter 2022 with a study of existing plans and policies and the area's existing conditions. The project team conducted outreach to interested parties and partners throughout the project, including two key milestones in 2023 that helped shape the Plan goals and recommendations. The Plan goals include:



1. Safety and Comfort



4. Community and Economic Vitality



2. Multimodal Connectivity



5. Collaboration and collaboration



3. Equity



6. Optimize Investments

The project team analyzed four major active transportation alignment alternatives in developing the recommended corridor, organized into three corridor planning subareas: North, Central, and South. The four alternatives were:

1. West side of U.S. 97 adjacent/near the highway.
2. Use of existing facilities.
3. New paths.
4. East of U.S. 97.

Evaluation criteria were developed as the basis for analyzing these four alternatives, taking into account a variety of considerations such as safety and comfort, habitat fragmentation concerns, and potential rail and water crossings. The team also assessed the feasibility of implementing different segments based on planning-level cost estimates, public and community feedback, natural resource impacts, and other technical considerations.

1.2 Recommended Corridor

The project goals and objectives, evaluation criteria, and feasibility assessment provided the basis for ranking each of the four corridor alignment alternatives to identify the recommended corridor displayed in Figure 1. Alternate routes were also identified as interim or complementary connections to the recommended corridor and could address more immediate needs as more complex or costly segments of the corridor are built over time.

It is important to note that the recommended corridor is intended for planning purposes only. The final alignment and facility types will be subject to further planning, design refinement, and coordination with public and private partners that is beyond the scope of this plan.

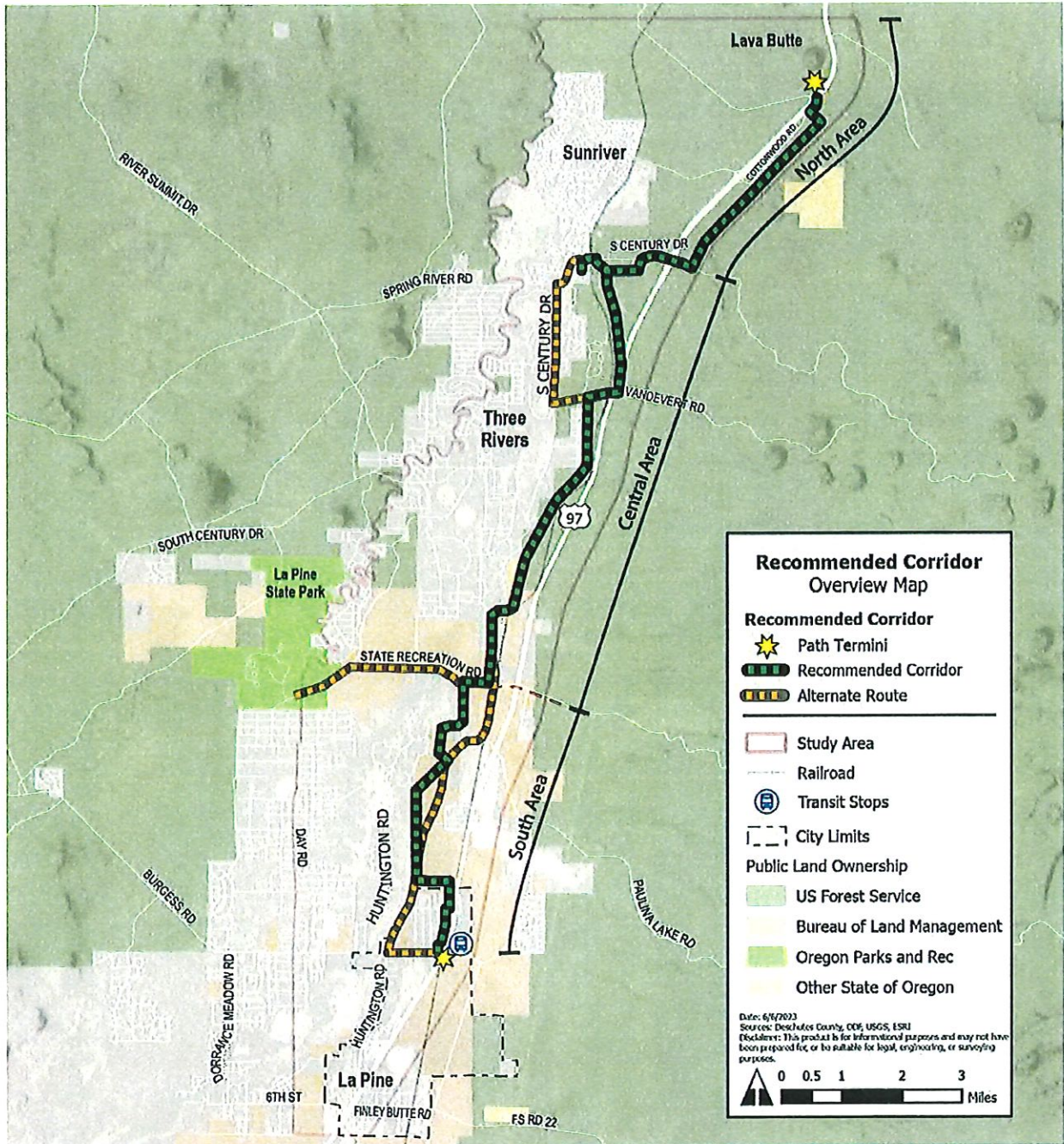


Figure 1. Recommended Corridor (Overview)

5. RECOMMENDED CORRIDOR

The recommended corridor is displayed in Figure 6. As part of the recommended corridor, alternate routes were also identified to address funding, timing, and other considerations that could arise for implementing partners over time. The recommended corridor is estimated to cost up to **\$37,400,000**. Because future funding may only permit phased implementation, alternate routes can provide interim, cost-effective connections to address system gaps until full implementation of the Plan is complete. Concept plans for the recommended corridor can be found in **Appendix A: Concept Plans**, including typical cross sections, crossings, and signage recommendations.

5.1 Alternate Routes

The alternate routes generally identify connection opportunities to desirable locations such as Three Rivers Elementary and LaPine State Park. These routes would be on paths adjacent to County-owned roads outside County right-of-way or on shoulders that meet or exceed minimum County standards as outlined in the Deschutes County Transportation System Plan (TSP). Shoulder widening projects on alternate routes could occur as part of previously planned improvements in the Deschutes County TSP or as part of a repaving project if sufficient right-of-way exists.

Alternate routes enhance the overall utility of the corridor by supporting connections between key destinations and the north-south trunk identified in the recommended corridor. The alternate routes also refer to corridor segments that could be implemented faster or more easily than more complex portions of the recommended corridor. As the full corridor concept is implemented over time, the alternate routes may be upgraded to “preferred” segments of the recommended corridor and receive the same priority as the rest of the corridor. The following subsections describe the recommended corridor by area, and include additional information about the relevant alternate route segments for each.

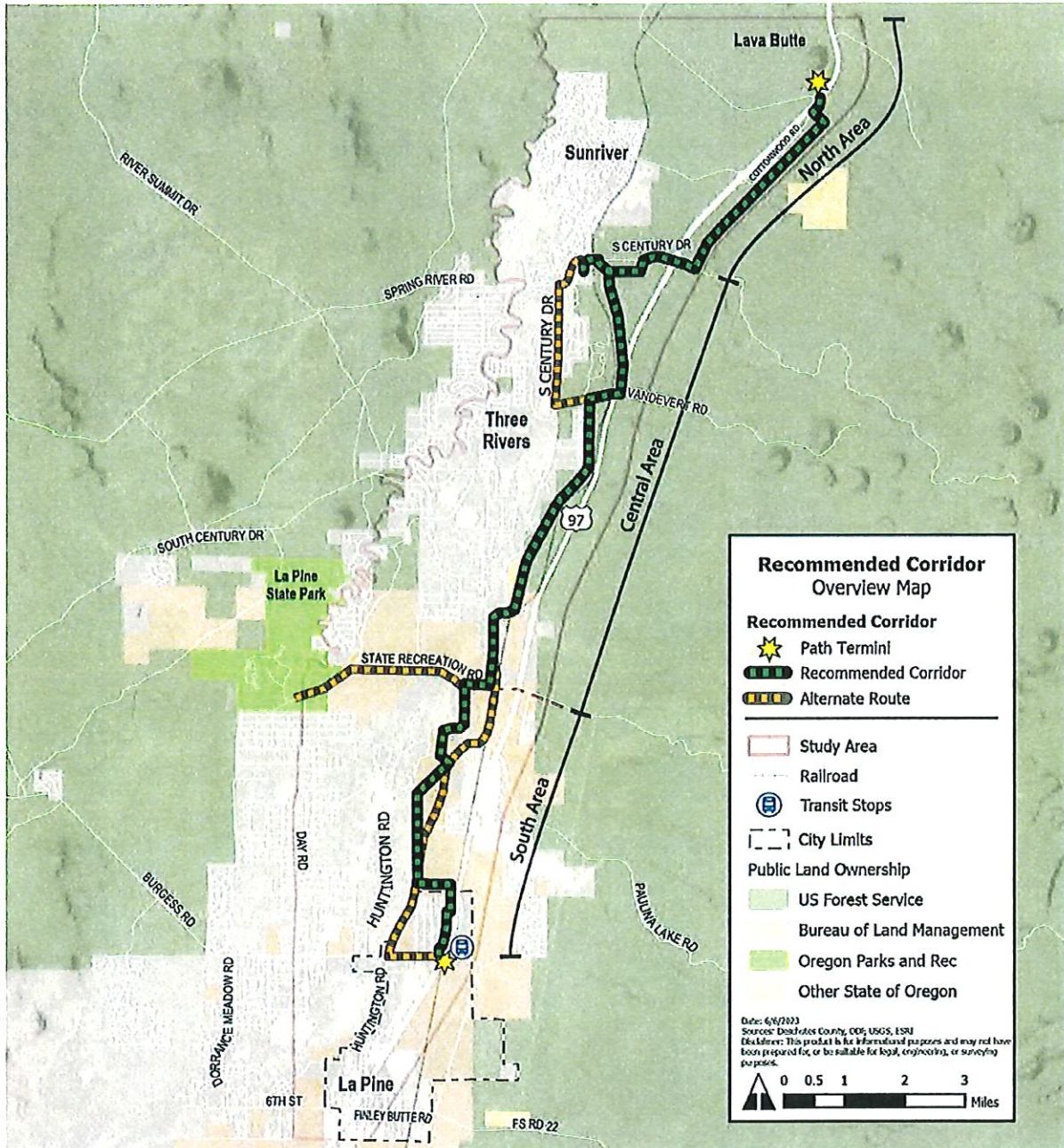


Figure 6. Recommended Corridor (Overview)

5.2 North Area

The recommended corridor in the North Area would travel through National Forest east of U.S. 97 near Cottonwood Road and USFS Road 9721 (see Figure 7). The route would start at the Lava Lands Visitor Center and travel along a separated shared-use path, passing the Lava River Cave parking lot.

People would travel west through the U.S. 97 interchange, utilizing the existing undercrossing at S Century Drive via the existing shoulder. After traveling through the undercrossing, users would come off S Century Drive and proceed west on a separated shared-use path along the USFS Road 4000-022 corridor.

All shared-use path improvements would be outside of County right-of-way. Users could then continue south to the Central Area along the east side of the BNSF Railroad through National Forest. Alternatively, people seeking to connect to Sunriver would travel back onto S Century Drive to use the existing overpass to cross the railroad via the existing shoulder, then use the existing shared-use path just east of the Abbot Drive/S Century Drive roundabout to connect to Three Rivers Elementary and adjacent local destinations.

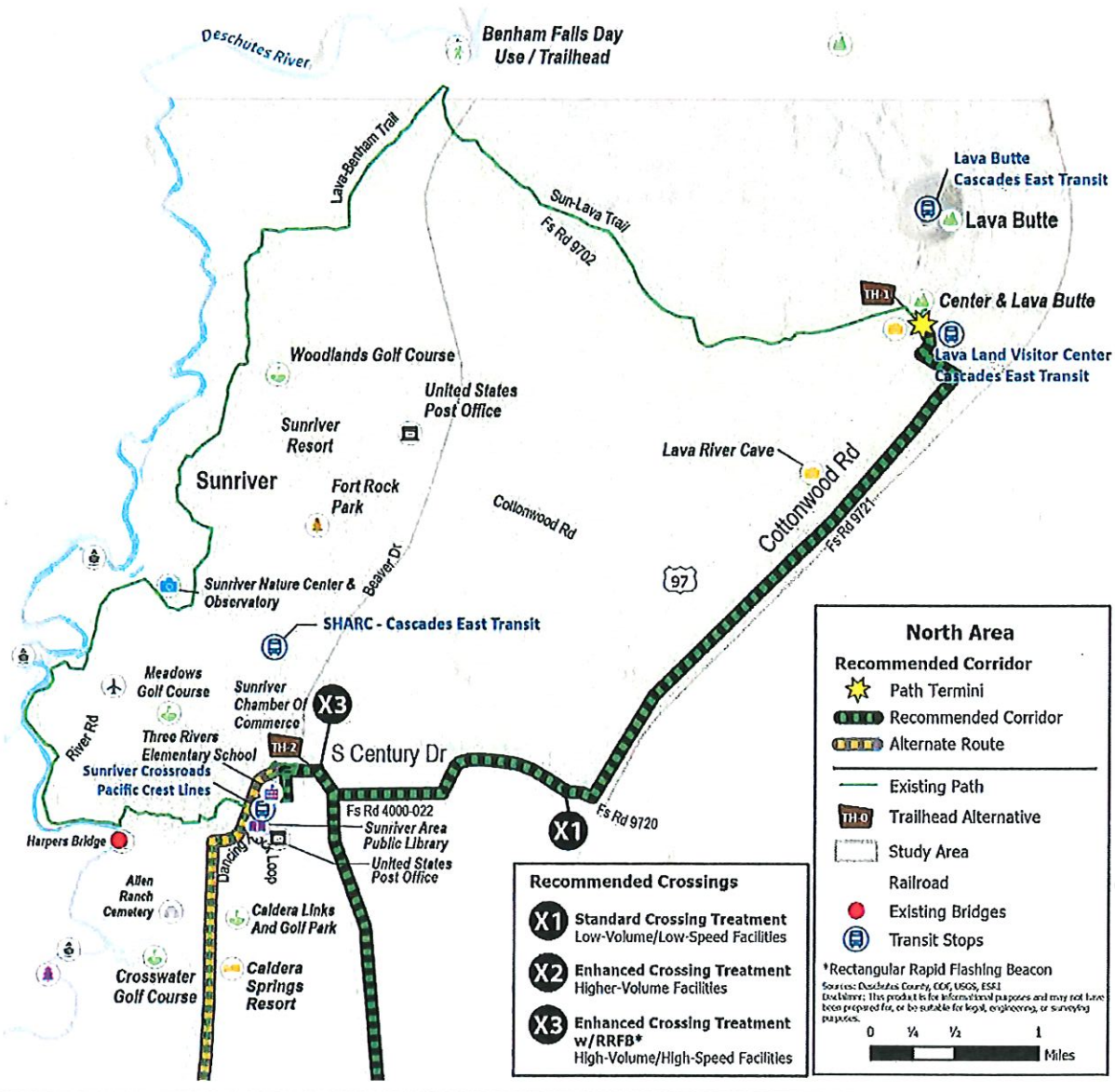


Figure 7. Recommended Corridor (North Area)