

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SROA BOARD ROOM
January 18, 2020**

DIRECTORS PRESENT: Bob Nelson, Jim Fister, Keith Mobley, Jackie Schmid, Gary Bigham, Brad Skinner & Mark Burford

DIRECTORS ABSENT: Mandy Gray & Gerhard Beenen

STAFF: Hugh Palcic & Susan Berger

OWNERS IN ATTENDANCE: 3

The Board of Directors meeting was called to order at 9:00 am by President Mobley.

Owners Forum: Mike Mitchell, 26 Fairway Village Condo, shared his observations regarding the current association website inadequacies and applauded the direction that SROA is undertaking regarding its newly developed website (currently in progress.) Mr. Mitchell also shared his perspectives relative to recycling and noted that it is difficult to arrive at a perfect solution, whether in Sunriver or any place else in the region.

OWNER FORUM FOLLOW-UP FROM PREVIOUS MONTH'S MEETING

Vice President Nelson reported that Randy Schneider addressed the Board regarding his desire to see more ponderosa pine trees planted in Sunriver and reported that the noise coming from a commercial property on Cottonwood Road has subsided.

Lee Stevenson, 21 Wallowa Loop addressed the Board about the future of the recycle center and provided information about the future of recycling and sustainability.

Joe Huseonica, 16 Mulligan Lane and Mark Lemley, 18 Muir Lane both addressed the Board regarding their opposition to the proposed recycle center.

Allen Smith, 6 Aspen Lane submitted a copy of an advertisement that ran in the Scene in 2017 that sought to have the Board at that time reflect on a number of areas in need of improvement by SROA. He suggested that the current Board revisit those points outlined in the advertisement and reach out to members that placed the advertisement to determine what items may still need addressing.

Steve Connelly, 4 Bunker Lane addressed the Board about snow berms left in his driveway and suggested that the Public Works staff work the plow blade controls so as not to leave berms in driveways.

Bob Stillson, 15 Belknap Lane, spoke as a member of the Infrastructure & Amenities Master Plan (IAMP) Task Force providing the Board with his observations of that taskforce and its efforts to date.

RECAP OF JANUARY 17TH BOARD WORK SESSION: President Mobley reported that the Board had a long work session yesterday that lasted until mid-afternoon. The Board heard an update on monthly recreation statistics from Assistant GM Keith Kessar. Assistant GM Kessar also provided the Board with the Executive Summary of the results from the IAMP's recently completed online owner survey and reviewed that report with the Board. GM Palcic, Assistant GM Kessar and Public Works Director Mark Smith provided an update on the North Pool Complex project. Director Nelson provided an update on the

general manager search and the Board held an executive session to discuss contractual and personnel matters,

ACTION ITEM
MINUTES

President Mobley asked for a motion to approve the minutes of the December 20, 2019 SROA Board Work Session.

Director Bigham moved to approve the minutes of the December 20th Board Work Session as written.
Seconded by Director Nelson, the motion passed unanimously.

President Mobley asked for a motion to approve the minutes of the December 21, 2019 SROA Regular Board Meeting.

Director Fister moved to approve the minutes of the December 21st Regular Board Meeting as written.
Seconded by Director Bigham, the motion passed unanimously.

FINANCIAL

There are no financial statements this month as staff is still working on closing out all invoices for 2019. The Board will receive both the December 2019 and January 2020 unaudited financial statements at the regular February meeting.

GENERAL MANAGER'S REPORT

GM Palcic discussed his General Manager's December 2019 Activity report noting staff met with Deschutes County Solid Waste and Cascade Disposal to discuss future steps relative to the postponement of the election for the proposed improvements to the recycle center. All parties involved are willing to participate in future owner meetings/listening sessions.

Staff assisted the Board-appointed taskforce with its needs in performing the general manager candidate search.

Staff held a conference call with John Holman, Oregon Field Representative from the United States Department of Agriculture (USDA) regarding possible federal grants/loans/programs for rural broadband. The USDA has approximately \$550M in funds for improving rural broadband connectivity and infrastructure. Staff also met with TDS/Bend BroadBand (BBB) regarding its four-year technology plan proposal for Sunriver.

Yearly staff evaluations have been completed in all departments.

The Accounting Department assisted with year-end inventory at SHARC. Staff began entering 2020 budget figures into the Jonas software. Staff assisted with materials regarding legal matters.

The IT Department has the 50 Mbps internet connection upgrade scheduled for January 27th. Staff placed conduit in BBB/TDS relocated utility trench at the North Pool Complex.

Staff completed the initial Unity HVAC controller system at SHARC in time to receive a \$31,000 rebate incentive from Energy Trust of Oregon.

IT employee Jesus Mendoza was able to resolve issues that staff members, including the SSD, were having with gas cards saving the Association approximately \$11,000.
The Communications Department reports every spare minute is currently being dedicated to the new

website for building out main pages, subpages, content editing, document uploading, creating links, etc. SHARCS's new subsite has also been created. GM Palcic distributed a document illustrating what the new website will look like and how it will be much easier for people to find what they are looking for.

Advertising revenue for the January Scene was \$35,435. This is about \$10k above normal as we have some ad clients who opted to pay for the entire year up front.

There were 436 reads of the digital December Scene with an average read time of 6:47 minutes.

There were 22,838 user visits to the SROA website in December, an average of 571 per day. Most popular pages were weather, staff contacts, departments and recycling center.

The SHARC website was visited by 8,365 users in December. Popular pages included winter tubing, admission and facility and program hours.

The Sunriver Style website was visited by 1,600 users with the most popular pages being weather, what's going on and pathways.

The Sunriver Tennis website was visited by 208 users with the most popular pages being pickleball/tennis facilities and Sunriver Solstice.

The new Sunriver Emergency website, www.sunriveremergencyinfo.com, was visited by 7 users.

Document updates and notifications made by staff regarding the 2020 contractor registration and property-for-sale inspections have been completed with many applications for 2020 already returned. Activity remained strong through the end of 2019 as winter conditions were generally mild.

The Natural Resources Department completed ladder fuels reduction and tree thinning on commons. The firewood permit system for 2020 has been updated. Natural Resources Director Patti Gentiluomo has been an active member of the general manager search taskforce.

The Public Works Department reports the new restroom at Fort Rock Park is complete and ready to open except for some asphalt work at the front of the building, which will take place once the asphalt plants open in the spring.

The arrival of winter weather necessitated the need for the first full snowplow of the season.

Recreation Plus (RPP), Member Preference (MPP), extended family, and long-term renter program agreements were finalized and converted to fillable pdfs for 2020.

The RPP renewals process for 2020 has been successful to date. Dry-land and aqua fitness classes are growing in the number of attendees. Both Black Light Blast tubing events held in December sold out and were enjoyed by the participants.

The SROA Holiday Party was a success with approximately 300 owners and their guests in attendance.

Copies of GM Palcic's entire report were included in the Board binders.

LIAISON AND COMMITTEE REPORTS

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

SUNRIVER SERVICE DISTRICT (SSD) REPORT

Director Fister reported there were no major problems with fireworks on New Year's Eve this year with the number of calls down from previous years. That said, Police Chief Darling suggested a more concerted effort in informing guests that fireworks are not allowed during the holiday time frame next year.

The use of force class, conducted by the Police Department as part of the former Citizen's Academy ongoing training sessions, was attended by approximately 15 people and provided a lot of good information for attendees.

The Police Department is doing ongoing cross training with both the Bend Police Department and the Deschutes County Sheriffs Office.

Work on a more cohesive public relations plan continues with Public Information Officer Jim Bennett with assistance from SROA's Susan Berger.

The District has availed themselves of a government emergency payback program that had not been previously utilized. The program provides repayment for Medicaid patients. The District recently received a check in the amount of \$46K for 2018. The expectation is that the reimbursement for 2019 will increase over what was received for 2018. Additionally, Fire Chief Moor has been tasked with identifying other opportunities, such as this, that the District is eligible to apply for.

Copies of the approved minutes from the November 14, 2019 SSD Board meeting were included in the Board binders.

BOARD ACTION
COMMITTEE APPOINTMENTS

There were no appointments or resignations this month.

BOARD ACTION
2020 VECTOR CONTROL

Director Skinner moved to approve a one-year agreement with Four Rivers Vector Control to provide vector services to SROA for the 2020 calendar year and further moved authorization of an approved signatory to sign and execute the agreement. Seconded by Director Fister, motion passed unanimously.

There being no other business, President Mobley asked for a motion to recess the public meeting and move to executive session to discuss a personnel matter.

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

The public meeting recessed at 10:11 A.M.

The executive session adjourned at 11:07 A.M.

The public meeting resumed at 11:08 A.M.

BOARD ACTION

GENERAL MANAGER JOB OFFER/EMPLOYEMENT AGREEMENT

Director Burford moved to authorize President Mobley to develop and extend a job offer to candidate James Lewis for the position of SROA General Manager. He further moved that President Mobley negotiate, finalize and execute an agreement for employment with said candidate. Seconded by Director Nelson, motion passed unanimously.

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

Director Nelson moved to adjourn the meeting. Seconded by Director Fister, the motion passed unanimously.

The meeting adjourned at 11:10 A.M.

Respectfully Submitted,

Gary Bigham, SROA Secretary