SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SROA BOARD ROOM
January 19, 2019

DIRECTORS PRESENT: Mike Gocke, Jim Fister, Jackie Schmid, Brad Skinner, Keith Mobley
Bob Nelson and Jim Adams via telephone

IMMEDIATE PAST PRESIDENT/ACTING SECRETARY: Pat Hensley

DIRECTORS ABSENT: Gary Bigham & Richard Wharton

STAFF: Hugh Palcic, Susan Berger & Mark Smith

OWNERS IN ATTENDANCE: 5

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

Owners Forum: Holly Hendricks, 8 Parkland Lane shared her concerns regarding the impacts of ladder fuel reduction and tree thinning work on the south end of Sunriver. Ms. Hendricks noted that the reduced screening has increased the negative impacts from roadway headlight wash, noise, exhaust odor and her property value. Ms. Hendricks suggested SROA construct berms along the Sunriver south border, adjacent to South Century Drive and the Business Park. Ms. Hendricks also provided written comments to the SROA Board.

Kevin Baker, 42 Oregon Loop Lane shared his concerns regarding light pollution/glare and annoyance related to the light poles in the North RV storage area and the costs related to SROA member outreach programs conducted in the Willamette Valley. Mr. Baker also expressed concerns about not receiving eblasts even though he’s sure he has signed up to receive them.

OWNER FORUM FOLLOW UP FROM PREVIOUS MONTHS MEETING
Treasurer Gocke commented that as no owners addressed the Board at the December meeting no follow-up was necessary.

RECAP OF JANUARY 18TH BOARD WORK SESSION
Treasurer Gocke reported the Board held their monthly work session yesterday and received updates on the Abbot/Beaver project including an update on the proposed tunnel on Abbot Drive, The Board received recreation statistics for the past month from Assistant GM Kessaris. Updates on both the North Pool and IAMP task-forces were provided and the Board was reminded there will be two listening sessions, one in Lake Oswego and one in Eugene on January 25th & 26th. Listening sessions will be held on Sunriver on February 20th and March 20th. The Board discussed the proposed changes to the Design Committee Manual of Rules & Regulations and heard about the need for the formation of a Telecommunications Task Force. The Board reviewed the agenda for today’s meeting. There was no need for an executive session yesterday.

ACTION ITEM
MINUTES
Treasurer Gocke asked for a motion to approve the minutes of the December 14, 2018 ROA Board Work Session.
Director Fister moved to approve the minutes of the December 14th Board Work Session as corrected. Seconded by Director Schmid, motion passed unanimously.

Treasurer Gocke asked for a motion to approve the minutes of the December 15, 2018 SROA regular Board Meeting.

Director Fister moved to approve the minutes of the December 15th Regular Board Meeting as corrected. Seconded by Director Skinner, motion passed unanimously.

FINANCIAL
Treasurer Gocke reported the Board did not receive financial statements this month as staff is still working on closing out all invoices for 2018. The Board will receive both the December 2018 and January 2019 financial statements at the regular February board meeting.

GENERAL MANAGER’S REPORT
GM Palcic discussed his General Manager’s December 2018 Activity report. He reported staff has received intervenor status on the water company sale with the OPUC (Oregon Public Utility Commission) and are currently working on the procedural schedule. A hearing is set for February 7th at the Great Hall in Sunriver. Additionally, the notice of appeal regarding the Caldera Springs expansion proposal with the Land Use Board of Appeals (LUBA) has been filed and we are waiting for notification of a LUBA hearing date.

The Accounting Department sent out 2019 maintenance fee statements via USPS and email to all owners. Began working with First Interstate Bank on the bank conversion and began working with Jonas on the accounting software conversion.

The IT Department completed the setup for the 2019 membership renewals and retired old memberships. A credit card swipe was added to the lead computer at SHARC to assist member services. Staff has been researching options for video conferencing in the Board Room which will be rolled out soon. The Finance Committee will be the first group that will use the selected device for their meeting in February.

The IT staff have also been helping the Accounting Department with their upcoming transfer to Jonas software. Additionally, they have been busy setting up email addresses for all the committee chair people.

In the Communications Department advertising revenue for the January Scene was up over last year and included one advertiser paying for an entire year up front, another paying for half a year and five new Scene subscriptions.

The SROA Website saw 21,862 visits in the last 30 days. There are 2,575 activated owner accounts with 2,898 actual contacts; spouses, co-owners, etc. Due to the January wind event in Sunriver it was no surprise the Weather page was the most viewed page with 13,671 views in the past 30 days. Most popular pages following the Weather page were Resource Center, Tree Markings/flagging, How to Reach Staff and Calendar.

The SHARC Website had 6,700 visits in the last 30 days, Sunriver Style had 2,500 visits and Sunriver Tennis averaged 60 visits a day.

The online version of the Scene available via Issuu, Inc. had 309 reads with readers viewing from the US, Canada, Ireland and Singapore. 52% were viewing on a desktop, 26% on a tablet and 11% on a mobile device.
The Community Development Department has been very busy with 2019 contractor renewals. All real estate agents were provided the yearly notification of the availability of property for sale inspections that are recommended for properties that are being listed for sale in the community. Activity remained strong through the end of 2018 as mild weather conditions were experienced. Retiring Code Enforcement Officer Shane Hostbjor was provided with a well-deserved retirement send-off and staff welcomed new Code Enforcement Officer Marty Seamons who is on-board and up to speed.

The Natural Resources Department staff completed the annual surficial pickup of asbestos-containing material on commons. Staff has provided many site visits regarding tree removal requests on private property. Department Director Patti Gentiluomo assisted with completing the Trail License, Nature Center and Vector Control contracts for 2019.

The Public Works Department has been busy picking up loads of wood rounds that were in remote, isolated common areas. Thirty plus loads of rounds have been moved to the open area next to the recycle center and are available to owners who have a current wood gathering permit. Owners are required to have a current Member Preference card to get a firewood permit.

GM Palcic expressed his appreciation for how well the Public Works staff handled the January wind storm. At one point during the storm there were five roadways completely shutdown due to trees across the roads. The system the crews employ is to use the necessary machinery and tools to get the tree moved off of the road to create safe passage ways throughout the community. First and foremost, the goal is to clear all roadways; they then return at a later date to clean up debris, remove limbs, etc.

Several of the tunnels have required the pumping out of the water that builds up on the tunnel floor when we receive rain or snow. If left to freeze, the crews have to jackhammer the ice out whereas if the water is pumped out prior to it freezing the tunnel remains in a much safer condition. It was also noted that as new tunnels are installed, they include a drainage system that should take care of this issue.

Staff members assisted in the repair work of the air-wall track that separates Benham Hall and are also doing some modifications to the old Adventure Camp building at Fort Rock Park in preparation for some storage needs as well as snack bar this summer.

The Oregon Energy Trust application for the boiler replacement incentive has been completed and submitted and we expect to receive approximately $3,500 for that effort. A check from Midstate Electric in the amount of $13,000 for the conversion to all LED lighting at SHARC has been received. In addition, we could see as much as $33,000 back from the Energy Trust for efficiency improvements to the HVAC at SHARC.

The Recreation Department staff has been very busy with renewals of Member Preference cards and Recreation Plus programs. The ergonomics effort at the front desk at SHARC is still a work in progress. Sit-to-stand desks have been ordered and modifications to the front desk to accommodate different height personnel are being scheduled.

The fitness center has been reorganized to provide better functionality and has received an overwhelmingly positive response from owners.

The SROA Holiday Party for owners was a success with over 300 attendees taking advantage of this opportunity to get together with other owners. Despite ordering food for 400, we still did not have enough and we may have to consider serving the food instead of it being a self-serve event.

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1/19/19
Copies of GM Palcic’s entire report were included in the Board binders.

**LIAISON AND COMMITTEE REPORTS**

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

**SUNRIVER SERVICE DISTRICT (SSD) REPORT**

Director Fister reported New Year’s Eve was much quieter this year than last. Fireworks calls were way down with only two calls being received this year compared to 17 last year.

The Fire Department now has a negotiated agreement for mutual aid with both Bend and LaPine.

The Fire Department has forwarded to the SSD Managing Board, a new staffing proposal which would include the hiring of additional personnel that would allow the Fire Department to respond to more than one call at a time. This will be included in the next budget cycle for consideration. Budget planning for the new fiscal year is underway with the budget committee having started their meetings.

Ongoing work with the 911 Service District regarding the Everbridge notification system indicates all things are a go. In an emergency, Everbridge sends messages via telephone, text message and email to people who sign up, but stop once they know that a person has read a message. At this point it looks like it will be launched in the spring.

Copies of the approved minutes from the November 15th SSD Board meeting were included in the Board binders.

**BOARD ACTION**

**VECTOR CONTROL AGREEMENT**

Four Rivers Vector Control District is the body responsible for the necessary reduction and control of mosquito larvae and adult mosquitoes in Sunriver. The Association executes a new contract with the District each calendar year.

Director Fister moved to approve a one-year agreement with Four Rivers Vector Control to provide vector services to SROA for the 2019 calendar year and further moved authorization of an approved SROA signatory to sign and execute the agreement. Seconded by Director Skinner, motion passed unanimously.

**SUNRIVER NATURE CENTER CONTRACT**

SROA has had a yearly agreement with the Sunriver Nature Center for many years. The Nature Center primarily provides environmental support services to owners and guests. They also assist with toad rescues and migrations and lend support to SROA’s Arbor Day, Project Ponderosa and War on Weeds programs.

Director Mobley moved to approve a one-year agreement with the Sunriver Nature Center and Observatory to provide environmental services and support as well as program opportunities to SROA for the 2019 calendar year and further moved authorization of an approved SROA signatory to sign and execute the agreement. Seconded by Director Nelson, motion passed unanimously.

**TELECOMMUNICATIONS WORK GROUP**

At their work session on Friday, the Board discussed the need for a telecommunications work-group to
conduct a review of past telecom work and various other resources in developing a current needs assessment of Sunriver’s telecommunications infrastructure. In addition to assessing the current conditions of Sunriver’s telecom infrastructure, the work-group is also charged with providing the SROA Board with recommendations for a telecommunication infrastructure masterplan.

Director Fister moved approval of the appointments of Jim Fister, Brad Skinner, Keith Mobley, Hugh Palic, Keith Kessaris, Brad Olson & Joe Healy to the Telecommunications work-group. Seconded by Director Schmid, motion passed unanimously.

**BOARD ACTION**
**FIRST READING - SR DESIGN COMMITTEE MANUAL OF RULES & PROCEDURES PROPOSED CHANGES**
At their work session on Friday, the Board held discussion regarding the changes being proposed by the Design Committee to Sections 29.03 & 29.12 of the Sunriver Design Committee Manual of Rules & Procedures. Committee Chair Mark Feirer was in attendance and answered a number of questions posed by the Board. The proposed changes will now be posted on the SROA website, www.sunriverowners.org, and published in the next two issues of the Scene for a minimum of 60 (sixty) days to allow for owner input.

Director Mobley moved approval of a first reading to the Sunriver Design Committee Manual of Rules & Procedures proposing revisions to Sections 29.03 & 29.12. Seconded by Director Skinner, motion passed unanimously.

**OTHER BUSINESS**
**BOARD ACTION**
**SSD MANGING BOARD RECOMMENDATIONS TO DESCHUTES COUNTY**
Recently the SSD Managing Board composition was increased from a five-member Board to a total of seven members. The need to fill these two newly created seats on the SSD Managing Board has culminated with a candidate search, background check and vetting by the SROA Nominating Committee.

Nominating Committee Chair Laurence MacLauren was in attendance to provide a brief background to the Board on the two candidates; Joe Huseonica and Dennis Dishaw.

Director Fister moved to recommend the following individuals to the Deschutes County Commissioners for appointment to the Sunriver Service District Managing Board, Joseph Huseonica to Position 6 and Dennis Dishaw to Position 7, for a term beginning on February 1, 2019 and ending on August 31, 2022. Seconded by Director Nelson, motion passed unanimously.

The Board thanked Chair MacLauren and his committee, including HR Manager Leslie Knight for their hard work in identifying, vetting and bringing forward two very qualified candidates.

**OTHER BUSINESS**
**BOARD ACTION**
**ABBOT DRIVE PEDESTRIAN TUNNEL CROSSING**
Due to several value engineering measures and careful project management, the SROA Abbot/Beaver intersection engineering and construction team has managed to incorporate an enhanced roadway crossing safety feature into the overall project within the not-to-exceed project amount initially approved by vote of SROA’s owners. The possible inclusion of this added safety element has received overwhelming support through member input and Sunriver public safety personnel.
Director Skinner moved to authorize the incorporation of a concrete pedestrian tunnel crossing on Abbot Drive into the Abbot/Beaver intersection project. The cost for this element is to be included within the authorized $1.8 million not to exceed amount. Seconded by Director Fister, motion passed unanimously.

There being no other business, Treasurer Gocke asked for a motion to adjourn the public meeting.

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

The meeting adjourned at 10:25am.

Respectfully Submitted,

Pat Hensley, Immediate Past President/Acting Secretary