SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
SROA BOARD ROOM
May 17, 2019

DIRECTORS PRESENT: Bob Nelson, Gary Bigham, Mike Gocke, Jim Fister, Keith Mobley, Jackie Schmid, Richard Wharton, Jim Adams & Brad Skinner

STAFF: Hugh Palcic, Keith Kessaris, Patti Gentiluomo, Susan Berger and Mark Smith

The meeting was called to order at 9:00 a.m.

OWNERS IN ATTENDANCE: 3

OWNERS FORUM: Cindy McCabe, 13 River Village Condo, expressed her appreciation for the efforts that are underway to make some improvements to Mary McCallum aka the Owners Park for this summer season. Ms. McCabe reported she has had dialogue with Public Works Director Mark Smith for what is planned for this season, however, she remains concerned about the vault toilets being proposed. She feels this may make installing flush toilets in the future more difficult and would encourage the Board to wait if necessary and put flush toilets in at a later date. Ms. McCabe welcomed the Board to attend the Owners Picnic that will be held on July 17th. Ms. McCabe also questioned the reasoning for the suspension of the entrance welcome banner system and shared her support for the banner system moving forward. Additionally, Ms. McCabe offered safety concerns relative to the pedestrian crosswalk located at the smaller circle on Beaver Drive.

Sunriver Magistrates 2018 Annual Report: Sunriver Magistrate Jo Zucker was on hand to present her annual report of activities for 2018. Ms. Zucker highlighted the total number of violations issued in 2018, 165 was down from 204 in 2017. Other than parking related citations, merely five were issued by the Sunriver Police Department, down from 18 in 2017. There was a total of 53 citations issued for violation of Sunriver Design rules. 46 of those came before the Magistrate and seven were issued as warnings. The majority, 26 citations, were for performing work without Design Committee approval. General maintenance and appearance accounted for 11 citations.

There was a total of 112 citations issued for violations of Sunriver Rules and Regulations. 109 of those came before the Magistrate, three were issued as warnings and 46 were for illegal parking. Other than parking, the vast majority were ladder fuel violations (38) and noxious weeds (19). Notably, only five were issued by the Sunriver Police Department.

There was a total of 46 citations issued for illegal parking, down from 73 last year. Two were issued as warnings, 21 were written off as uncollectable, 11 paid the “pre-pay” amount, three were dismissed and seven paid the entire assessed fine.

In terms of dollars, a total of $11,530 as follows, was assessed in fines (slight discrepancy due to open cases)

- $3,975 was paid and collected
- $7,145 was assessed, not paid, and ultimately sent to accounting for collection; and
- $575 was collected from violators who chose to pay half the scheduled fine and avoid a hearing.
By way of comparison, in 2017 Ms. Zucker assessed a total of $12,842. The number and amount of fines sent to the SROA Accounting Department for collection is significantly higher this year (31 citations and $7,145 respectively as compared to last year’s eight citations and $1,140). Two “habitual offenders” account for 16 citations and $3,800 in fines.

Ms. Zucker continues to work to establish as much consistency as possible while continuing to take into account aggravating and mitigating circumstances when assessing a fine. Ms. Zucker reported that owners can “appear” in person, by phone or via written correspondence. When an owner does not appear at the time scheduled for a hearing, they are assessed the full fine amount. If the owner appears, is clearly guilty, but presents rather weak mitigating evidence Ms. Zucker often assesses half the fine, which is the amount they could have “pre-paid” and avoided appearing at all.

With offenses such as noxious weeds, if the owner appears but has not passed inspection, the hearing may be rescheduled until the following month, allowing the owner to perform the requisite work. If they complete the work, they are likely to receive a smaller fine which will potentially serve a deterrent and it takes into account the effort SROA staff undertake in performing a second or third property inspection. At the subsequent hearing if the owner makes an effort or presents mitigating circumstances but still has not passed inspection consideration may be given to setting the hearing over again. When this occurs, the fine will be significantly higher.

As always, the goal is to seek compliance and educate owners about rules and guidelines in place, while also providing owners the opportunity to be heard and fairness for property owners in Sunriver.

GM Palcic commented on the excellent choice made with the assistance of Director Wharton a few year’s ago when Ms. Zucker took over the reins as the Sunriver Magistrate. Ms. Zucker’s efforts are greatly appreciated and the Board thanked her for attending the meeting today and providing this report.

**Tree City USA 39th Year:** Natural Resources Director Patti Gentiluomo was in attendance and reported that the Tree City USA award being acknowledged today is for the year 2018 which means that next year Sunriver will have been involved in the program for 40 years. Ms. Gentiluomo additionally reported that staff has made ready 1500 Ponderosa Pine seedlings that were wrapped in bundles of five and made available at no charge to Sunriver owners at the SROA office, SHARC and the Sunriver Nature Center. Some of those seedlings were held back to be planted on commons throughout the community. Additionally, SROA supports Project Ponderosa through the Sunriver Nature Center and is also involved in Urban Forestry. Planting trees is indeed a significant part of it, but removing diseased trees, taking care of downed trees and reducing fire fuels are also part of the ongoing efforts by the Natural Resources Department and staff members.

Director Bigham congratulated Ms. Gentiluomo and her team for their efforts in ensuring Sunriver continues to receive this award. Director Bigham reported that for the 39th consecutive year, Sunriver has been awarded the Tree City USA designation by the American Arbor Day Foundation. This award is in honor of the Sunriver Owners’ Association’s dedication to urban forestry. Of the 63 communities in Oregon to receive this award, Sunriver is the only unincorporated community included due to Sunriver’s very early involvement before unincorporated communities became ineligible for the award. The award criteria set forth by the Arbor Day Foundation includes spending a certain minimum dollar amount per capita on community forestry activities, having ordinances (governing documents) that include who is responsible for tree and forest care, proclaiming an Arbor Day event each year and maintaining a tree board or department.
SROA maintains a strong commitment to natural resource management particularly in regards to forest health and wildfire risk reduction. This season SROA will perform ladder fuels reduction and other forest health activities on at least 133 acres of commons in Sunriver. Contractors, under the direction of SROA, will perform tree and shrub trimming and removal to reduce the risk of wildfire and to improve overall forest health and safety. These activities will also generate large quantities of firewood, available in bucked form, at no charge to owners with a 2019 wood gathering permit. Wood gathering permits are available at the SROA Administration office or at SHARC. Owners need to have a current Member Preference Card to obtain a wood gathering permit.

**Admission Model Workgroup Update:** Assistant General Manager Keith Kessaris reported on recreation activity over the past month reminding the Board that starting last month; stats will now be provided on a month-end basis instead of going a few days into the new month.

A total of 3,877 Member Preference cards were either purchased or renewed as of April 30, 2019. This is 147 less than on May 9, 2018 keeping in mind that last year’s reporting accounted for seven more days. Renewals account for 3,591 of those and 286 are new cards. Extended family pass sales are up by 60 compared to this same time in 2018. Mr. Kessaris also noted that Member Preference visits for April 2019 were 190 more than April 2018.

Mr. Kessaris also noted that we will see another significant round of updates and/or purchase of new cards over the Memorial Day weekend in May.

822 properties are signed up for RPP (Recreation Plus Program) compared to 806 properties on May 9, 2018. 2018. Renewals account for 772 of those and 50 are new to the program. It was also noted that this is the largest number of RPP participants that have signed up this early in the year since the program started. Gate admissions for April 2019 were 4 less than April 2018 (464 vs 467). Total SHARC admissions through the end of April total 40,772 compared to 39,614, a difference of 1,158 at the end of April, 2018.

56 people took advantage of Central Oregon Sundays in April compared to 60 in 2018, a decrease of 4.

We are currently at 96% of our budgeted goal for Recreation Plus for the year and at 64% for Member Preference and Extended Family passes.

32,980 paper guest passes were issued through April 30, 2019 and of those, 2,500, or 8%, have been redeemed.

**North Pool and IAMP Task-Force Update:**

**North Pool:** Assistant GM Kessaris reported the task-force has completed Phase I of the proposed North Pool design plan, which includes a two-tank option for the facility and which has been presented to owners at a number of opportunities. Currently, the task-force is assisting with the proposed ballot language, including frequently asked questions, that will be included in the voter’s pamphlet that will go out to members in mid-July.

With the Phase I design completed, the task-force is starting to look at Phase II concepts, but at this point they want to ensure they have all information for the ballot packets to move forward first.

A Geotech survey, as well as a topo survey, were also recently completed. These results will assist in determining how much rock is underneath the location so we have a better idea of what lies ahead.
GM Palcic added that this task-force is very engaged and focused and their assistance has been very helpful. Communications Director Susan Berger is working on the ballot packet materials which will include the base plan, renderings of the proposed improvements, statements from the SROA Board, SROA Treasurer, SROA Controller as well as the opportunity for owners to provide pro or con statements on the proposed project. Once crafted, the ballot measure language will go to legal counsel for review prior to the ballot packets being finalized.

Additionally, staff and Board or task-force members who participate in the upcoming Open House event in Lake Oswego on June 5th will have yet another opportunity to educate owners on this proposed upgrade to the existing facility.

**IAMP: GM Palcic reported the task-force has many, many elements to consider in their efforts and, as such, a grading matrix has been established providing the task-force with a most helpful tool as they consider each of the elements included in the IAMP. There are 12 different elements included in the matrix to aid the task-force as they consider each component of the plan moving forward. Elements include such things as; does it align with the SROA mission statement, does it benefit the community as a whole, current facility status, cost of operations, survey responses, entity collaboration, opportunity value added, reserves, etc.**

GM Palcic provided each of the Board members with a copy of the matrix and noted it is a good starting point for the task-force and there may be some modifications made as necessary going forward to make it the most useful tool possible. Assistant GM Kessaris noted that going forward we will start surveying owners in the coming months to get additional input on the elements of the IAMP.

IAMP task-force member Pat Hensley, who was present, noted how impressed she has been working with this group. They are a great group of folks who are taking this seriously and have done a terrific job at looking at what is beneficial for the membership as a whole and there are not any issues with “pet projects” rising to the surface and hampering the efforts of the task-force as a whole.

IAMP task-force member Bob Stillson, who was also in attendance, noted something Pat Hensley previously said that stuck with him is that the group is working towards a real balance between what the community is getting in terms of amenities and an understanding that you can’t do that without putting money into the kind of things that create these opportunities. We have to invest in people and our own infrastructure in order to provide for the community at large. We have numerous examples such as the new roundabouts, our pathways, the proposed North Pool project, etc. of how the Association is investing in both infrastructure and amenities.

The Board held discussion on a number of elements of the matrix, the numerous elements of the IAMP, the ongoing need to educate owners and the process as a whole. Also noted was the constant need for educating owners especially in light of the fact that between 200-300 properties change hands each year, so there are always new owners as well as many long-time owners who may not be up to speed on certain elements of the IAMP. GM Palcic and Assistant GM Keith Kessaris answered a number of questions posed by the Board.

The task-force’s recommendations will eventually be shared with owners via listening sessions, surveys and open house events and will ultimately be brought back to the Board for consideration and action moving forward.
Telecommunications Task-Force Update: IT Director Brad Olson reported the group, which includes Mr. Olson, Director Fister, Director Skinner and Director Mobley along with SROA Controller Joe Healy and Assistant GM Keith Kessaris have been meeting on a regular basis and in April let a non-disclosure RFP (Request for Proposal) for a consultant to assist with this process. The deadline for submissions for the RFP is May 31, 2019. The task-force will review the RFP’s submitted and will have until June 28, 2019 to issue the RFP to one of the consultants. The RFP was sent out to seven consultants and is also posted on our Website. Included in the RFP are approximately three pages of work specifications they must be complete by the end of October, 2019. The project is included in this year’s budget cycle.

Director Skinner, who is a member of the task-force noted that this first phase is just really to establish a good baseline so we know exactly what we are dealing with. Once that is established, we can start to imagine next phases. This is rudimentary in a way, but it’s very complicated because there have been a number of initiatives over the years and there is various infrastructure sitting in the ground that we will need to examine to determine if it is useable or not. This consultant will assist in establishing that baseline.

Discussions have not been yet held with other entities such as the Resort, Utility Company, etc. as we need to wait until we know what our system is or will be before we discuss tying other entities in.

GM Palcic and Mr. Olson noted some of the deliverables included in the RFP are strategy sessions with staff utilizing mapping that staff has already procured, a pre-construction walk-through to determine infrastructure and trenching challenges, development of a business plan including regular reports back to SROA, multi-dwelling unit challenges, work with the design and engineering that will assist us in establishing a future RFP and recommendations and specifics relative to going out to a vote of the owners just to name a few. Director Skinner noted the consultant will have access to what currently exists via Bend Broadband to determine what infrastructure has already been installed. The same will apply to seeing what Century Link currently has in place. All these things will be important as future decisions are made.

Director Skinner again stressed that this baseline starting point must be established so we can intelligently make decisions going forward. A lengthy discussion was held and the members of the task-force in attendance fielded a number of questions posed by the rest of the Board. Going forward, Mr. Olson will provide periodic updates to the Board to keep them apprised of the project.

Other Business: GM Palcic reported that the main entrance to Sunriver will be closed on Monday, June 3rd to pave from the entry circle down to the Abbot/Beaver intersection and up Beaver Drive to the Fremont Crossing Condos. The emergency access gate on Spring River Road will be opened and flaggers will be on duty to direct traffic.

Assistant GM Kessaris reported that also on Monday, June 3rd at noon, a test of the Sunriver siren system will take place. Each of the five sirens will light up for two minutes and between noon and 1:30 p.m. each siren will be tested individually. If you are signed up on the Sunriver Alerts system, you will receive a text notifying you that it is only a test.

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 Wharton; motion passed unanimously.

The public meeting recessed at 11:42 a.m.
The executive session adjourned at 12:45 p.m.

The public session resumed at 12:46 p.m.

**Review of May 18, 2019 Board Meeting Agenda:** The Board reviewed the agenda for Saturday’s regular board meeting.

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

Director Wharton moved to adjourn the public meeting. Seconded by Director Adams, motion passed unanimously.

The meeting adjourned at 12:47 p.m.

Respectfully submitted,

Gary Bigham, SROA Secretary