

**SUNRIVER OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
SROA BOARD ROOM  
JANUARY 18, 2025**

**DIRECTORS PRESENT:** Bill Burke, Clark Pederson, Mark Murray, Keith Mobley, Linda Beard, & Randy Schneider

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

**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:** No owners addressed the Board nor were there any letters to be read into the record.

**OWNER FORUM FOLLOW-UP FROM PREVIOUS MONTH**

Treasurer Pederson followed up with Glenna Harris, 4 Aquila Lodge regarding her request calling for the removal of the structure that previously housed the recycle containers. Mr. Pederson reported he had a very pleasant conversation with Ms. Harris and explained to her that there was never any intention to remove that structure and in fact it is being used to store the implements used to maintain the pathways. Ms. Harris suggested that perhaps fencing could be installed on the Public Works (PW) side of the road to shield the structure and the public works campus from view, something Treasurer Pederson mentioned yesterday.

President Beenen followed up with Kelly McGraw, 36 Wildflower Condo regarding her concerns about the proposed water rate increase of up to 20%. Mr. Beenen sent Ms. McGraw an email providing her the same explanation we were given and shared with her the information on the upcoming meeting that Sunriver Environmental is going to be hosting a meeting at SHARC.

President Beenen also followed up with Virginia Farkas, 10 Duck Pond Lane regarding her concerns/input on the paper guest passes. President Beenen explained the challenges SROA faces with the paper passes being used in the wrong fashion such as owners selling them online, etc. Ms. Farkas does not believe the system should be designed around a few miscreants and that owners should be able to manage their paper passes how they see fit. Unfortunately, it is more than a few owners that misbehave or we would not have to have such a strict rule.

Director Schneider followed up with Larry Read, 4 Aspen Lane, regarding his suggestion of utilizing smoke sensing technology to help prevent forest fires. Director Schneider reported he contacted both the chief of police and forest ranger regarding this suggestion and was told that unfortunately there are a lot of false positives with those sensors nor is there currently a push to utilize that technology. The forest ranger also pointed out that lookouts are stationed at Lava Butte, Adell Butte, and Round Butte during the fire season and numerous cameras are stationed to monitor some of those areas as well.

Regarding follow-up from yesterday's owner's forum, GM Lewis will ask Natural Resources Director Patti Gentiluomo and Public Works Director Mark Smith to follow-up with Bill Weymer, 10 Aquila

Lodge. Mr. Weymer provided his input on suggested changes to some of the LFR requirements on private property as well as his suggestion that the PW fuel tanks be converted to an underground system.

Director Schneider will follow up with Dennis Wood, 16 Big Leaf Lane regarding his request that SROA reach out to Deschutes County and request that speed limit signs be placed on Cottonwood Rd between Highway 97 and the entrance to Sunriver. This is so that it would be evident that the speed limit on that portion of road is 55 mph. not the 45 mph. that is posted when drivers get closer to Sunriver.

### **RECAP OF 1/17/25 BOARD WORK SESSION**

President Beenen reported that the work session started as usual with the Owners Forum followed by the introduction of the SROA Natural Resources staff.

A lengthy discussion was held with Sunriver Service District (SSD) Managing Board Chair Jim Fister and Police Captain Jason Van Meter on the Sunriver siren system illustrating that from the SSD's perspective the siren system is not the best tool for a mass evacuation scenario. SROA owns the siren system, however it is currently not operational as it was disconnected as part of the construction of the Public Safety building. The system is obsolete and no longer repairable and a decision will need to be made as to what to do with it now.

The Board heard about the proposed changes to Section 1 of the Sunriver Rules & Regulations which if approved, will now go out for a 60-day comment period for owners. This is on the agenda for action at today's meeting.

The Board also held a brief discussion on the structure that formerly housed the recycling bins. Public Works Director Mark Smith reported there was never any intention to remove that structure which is now used to store all the implements for the implements used for maintenance of, and to remove snow from the pathways. The structure is scheduled to be painted to match the new public works building this spring and some additional landscaping is planned to take place in the spring. Removing the structure would actually expose that big parking lot, which is not too appealing.

Assistant GM Kessarlis provided an update on recreation statistics for the month of December as well as an update on the construction taking place on the former police side of the Administration building.

Assistant GM Kessarlis led the Board in a discussion about holding future SROA elections by electronic voting. Based on the Board's feedback, staff will complete their research with the three different companies that were contacted and come back to the Board in February with a proposal and recommendation.

GM Lewis and Communications Director Susan Berger provided a brief update/overview of the Communications Workgroup and what the plans are for that group. GM Lewis also provided an update on the Pathway Safety Taskforce and the appointments of the owners chosen to assist with this effort, which is on the agenda for approval today.

The Board held a brief discussion on the upcoming Sunriver You Forum on February 11<sup>th</sup> that will discuss the SROA Work Plan for 2025. President Beenen and GM Lewis will be participating. Any other Board members that wish to take part were instructed to reach out to GM Lewis.

The Board briefly discussed the letter of appreciation that was written for departing Police Chief Stephen Lopez.

The Board discussed the SROA Strategic Plan items to be implemented in 2025.

There was no executive session held at yesterday's meeting.

**BOARD ACTION**  
**BOARD MEETING MINUTES**

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

Director Pederson moved to approve the minutes of the December 31, 2024, board meeting minutes as corrected. Seconded by Director Schneider, the motion passed unanimously.

**BOARD ACTION**  
**FINANCIALS**

There are no financial reports this month as staff is still closing out year-end transactions for 2024. The Board will receive both the December 2024 and January 2025 financial reports at the February 15, 2025 meeting.

**GENERAL MANAGER'S REPORT**

GM Lewis reported his recap is for activities in December.

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 fines and fee lawsuits.

GM Lewis participated in multiple issues with the SROA Human Resources Director and appropriate staff.

GM Lewis met with Sunriver Resort Managing Director Tom O'Shea to finalize the SRLP/SROA Maintenance Fee Agreement.

GM Lewis completed annual employee (Directors) evaluations.

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

GM Lewis conducted follow-up with various Board members and owners regarding comments during the owner's forum portion of the Board meetings.

GM Lewis continued the ongoing/regular meetings with TDS staff regarding the physical construction and eventual migration of owners to high-speed fiber and SROA account.

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

The SROA Controller finalized the SROA insurance package.

The Accounting Department began processing 2025 maintenance fee payments.

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

Accounting staff started reconciling Member Preference and Recreation Plus Program pass sales.

The IT department reported no outages in the past month.

The IT Director completed annual evaluations of his staff members.

IT staff are working with Go-Daddy (Internet Domain Service Provider) to migrate to Private Server solution (VPS), which will give us the opportunity to configure website security.

IT staff installed infrastructure network switching equipment in the new Public Works building.

The new Jonas Point of Sale (POS) replacement project is underway. The system is estimated to be operational in January of 2025. New POS devices, one scanner, and a printer have been ordered, inventory has been loaded, and new banking connectivity has been established.

The IT Department has been collaborating with Community Development and Tetra Tech to discuss finalization of the statement of work and key deliverables.

IT staff member Jack Colpitt has created an ArcGIS inventor for all the SROA teams to use and validate. Mr. Colpitt is now focusing on each team's maps and their accuracy.

In the Communications Department, Scene advertising was at \$103,241 (\$48,287 in 2023) due to a high number of advertisers paying for the entire year up front. It was noted that this will make some of the remaining months of 2025 looking a bit paltry.

There were 220 reads of the online December Scene including readers from Ireland, Singapore, and Lithuania.

There were 13,000 visits to the websites including users from Ireland, the United Kingdom, and Hong Kong.

SROA websites most popular pages in December were weather, what is going on, horseback riding, and snow fun.

The SHARC websites most popular pages were today's schedule, aquatic hours, admission rates, facility activities, plan your visit.

Sunriver Style received 2,900 site visits in the last month. Top pages were weather, what is going on, horseback riding, and snow fun.

Social media: Membership renewals (MPP), upcoming pickleball social, Central Oregon Sunday's, Turf Tunes band announcements, and holiday hours.

Eblasts included: Taskforce volunteers needed, owner holiday party, survey reminder, holiday closures, and Public Works building Open House event.

Other projects include migrating to a new computer and decommissioning another to return to Apple for credit towards the new machine. Created a webpage for owners to stay informed about the Administration Office remodel. Created marketing materials for the “Lob of Your Life” pickleball social coming to SHARC on February 14<sup>th</sup> & 15<sup>th</sup>.

The Community Development Department reports the Design Committee meetings continue to occur on a regular schedule. The first meeting in December consisted of one preliminary new home submittal and two re-reviews (one for a wall mounted unscreened a/c unit and one for the removal of a required detached garage wall.) The second meeting was cancelled due to lack of a quorum. The project submitted for that date was postponed to the January 10, 2025, meeting.

There are currently approximately 270 active projects/building permits (up by five from the previous month of November.)

The number of applications submitted in December was down from the same month in 2023 – from 48 in 2023 to 35 in 2024.

Community Development staff continued issuing compliance letters for design and rule violations where appropriate.

Community Development staff participated in Magistrate Hearings for background on violations and citations.

Community Development staff modified the new applications forms and informational handouts, including the updated fee schedules.

Community Development staff is working with the Communications Department on messaging the new 2025 fees.

There are still ten homes that were identified on the 2023 paint survey who still have not painted their homes. Numerous notifications including a Notification of Violation (citation) have been issued to each property.

There were no appeals of Design Committee decisions in December.

The Natural Resources (NR) staff continues to identify and flag property lines within the 2025 ladder fuels reduction (LFR) contract areas.

NR staff completed the 2024 Tree City USA recertification application.

NR staff processed private property LFR inspection data.

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

In Public Works (PW), staff have closed the restrooms at Mary McCallum Park and at the river access parking area. These facilities will open up again in March.

The gate at Mary McCallum Park is being left open for the winter months but the road will not be plowed. This is the same as has been done for the last few years due to the lack of users in the winter months.

The card reader at the North RV lot was hit by someone entering or leaving the facility and is in the process of being repaired.

Snowplowing is occurring as needed. Staff is scheduled from 5:30 A.M until 6:30 P.M. seven days a week and are on call as needed.

Snow operations include 70 miles of roads, including 250 cul-de-sacs, 30 miles of pathways, SSD fire aprons, Administration building parking areas, SHARC, tunnels, Skypark tarmac and taxiway, RV yards and 250 fire hydrants. Crews do not plow the pathway loop out in the meadow so it can be used for snowshoeing and cross-country skiing.

Fleet Services staff received the new loader and prepped and placed it into service.

A new Ford Ranger was ordered as a reserve item to replace a small truck. Orders are done through government pricing which was just opened up again for the first time in several months.

Fleet staff is preparing for sale a 2015 Ford F150.

In Facilities/Aquatics, the outdoor pool heater replacement is tentatively scheduled for early February.

Parts to repair the fire alarm are ordered.

At the Members Pool, the computerized drive for the pump has been replaced.

The boiler inspector has called for additional emergency shut down switches for pool heaters. This will likely also be required at SHARC.

The punch list items for the new Public Works building are 70% complete and staff are about 80% moved in. Staff is working on building work benches and shelving.

Two of our newer employees have completed their Commercial Drivers License (CDL) training.

There is currently a road/pathway lead position open that is being advertised.

In Recreation, 8,018 owners and guests visited the SHARC facility in December compared to 9,382 in December of 2023.

There were 7,240 MPP memberships purchased to date and 892 homes are enrolled in the RPP program.

Both the pool and the fitness area were very busy over the holidays.

New cardio equipment was installed on January 8, 2025.

A recent Fire Marshal inspection resulted in an increased lack of retail storage space.

The upcoming "Lob for Your Life" pickleball special event has piqued interest in indoor year-round pickleball.

Currently there is a part-time summer front desk position available and the search for an aquatic supervisor will commence soon.

## **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 reiterated what SSD Chair Fister shared earlier that Cory Darling has agreed to return as Police Chief in an interim position while the SSD looks for a permanent replacement for Stephen Lopez. Mr. Darling will be in the office two days a week and on call the rest of the time. Jason Van Meter has been assigned as acting Captain due to Tory Kornblum's departure. The SSD is advertising for both positions and have received several applications as of this report.

The new Public Safety building is basically done. There are a few minor things still being wrapped up including the elevator. The project was completed almost on time and almost on budget. There will be two Open House Events on Thursday, February 20<sup>th</sup> from 11 A.M – 1 P.M. and from 3 P.M – 5 P.M. with a ribbon cutting ceremony at 11 A.M. that day.

The SSD is now working on their reserve study and consideration is being given to splitting up the reserves into two funds, one for structures and one for equipment.

The SSD is reviewing their strategic plan and a meeting will be held next week where owners are welcome to attend, learn about the plan and have the opportunity to provide their input to the SSD Managing Board. The discussion will include topics such as financials, staffing, equipment, community relationships and emergency preparedness.

The SSD Managing Board is working on the establishment of a Nominating Committee for the SSD to assist in recruiting future board members.

The SSD is looking for two additional members for its budget committee who must be residents registered to vote in Deschutes County.

### **BOARD ACTION** **COMMITTEE APPOINTMENTS**

Director Burke moved approval of the appointments of David Fretwell, Kris Besson, John Wiest, Jared Micklos, Julie Yount, Al Klascius, Gwen Gamble, Greg Slater, Ray Johnson, Marilyn Johnson, Lee Stevenson, Karen Agee, and Bruce Schroeder as owner members of the Pathway Safety Taskforce. Further move that SROA Board members Clark Pederson, Linda Beard and Bill Burke be appointed as liaisons to the taskforce along with SROA staff members James Lewis, Mark Smith, and Susan Berger, and yet to be identified representatives from Sunriver bike shops, Sunriver Resort, the Village @ Sunriver, Sunriver Property Manager, and Sunriver Fire & Police Departments. Seconded by Director Schneider, motion passed unanimously.

### **BOARD ACTION** **SUNRIVER RULES & REGULATIONS – FIRST READING – SECTION 1**

Director Murray moved approval of a first reading for the proposed amendments to Section 1, Rules; Procedure and Enforcement, of the Sunriver Rules and Regulations as recommended from the SROA Covenants Committee as attached hereto. Seconded by Director Banta, motion passed unanimously.

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

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

The meeting was adjourned at 10:35 A.M.

Respectfully Submitted,

Mark Murray SROA Secretary