

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING
GOAL SETTING/ CAPITAL PROJECTS
SROA BOARD ROOM - SEPTEMBER 17, 2025**

DIRECTORS PRESENT: Bill Burke, Clark Pederson, Linda Beard, Randy Schneider, Pam Hays & Dale Harrison

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

STAFF: James Lewis, Keith Kessariss, Patti Gentiluomo, Joe Healy, Scott Reese, Jacki Bue, Kellie Allen, Gary Seifert, Mark Smith, Susan Berger & Richie Villagrana

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

NUMBER OF ATTENDEES: 4

OWNERS FORUM: No owners addressed the Board.

GM Lewis kicked this meeting off by introducing new Recreation Director Scott Reese. While Scott has been with SROA for a little over a year, he was just recently promoted to the director position and this is his first time before the Board as a director. Mr. Reese shared that he grew up coming to Sunriver a couple of times a year and his parents eventually moved to, and lived in, Sunriver for 18 years.

GM Lewis commented that today's meeting has two different components. By way of a little history, GM Lewis remarked that last year the Board adopted the SROA 2030 Strategic Plan in September of 2024 after a year-long process and a lot of hard work by the Strategic Plan Taskforce. The plan, in addition to identifying guiding principles and goals, identified a number of action items. Those action items were what rose to the top as important to implement in the community over the next five years.

The Board held its first work plan/goal setting meeting in early October of 2024 utilizing the points and comments raised by the Board of Directors, by staff and by direction from the Strategic Plan. That said, the plan today is to first discuss capital projects, something we did not do last year until December. Once done with that item, we will move to the discussion of the 2026 work plan.

The capital items we are going to discuss today are the projects that have been identified over the course of the past year. These include things that the owners have requested, items that the Board has raised, and things that staff have identified to make the community run more efficiently. When looking at all of those elements, there was definite overlap between the different sources of input. Some of these items are things identified in 2024 and not completed and some of these will be on the list next year or perhaps the year after that. It is about prioritizing what we want to build, construct, and develop, and how we want to bring those forward over the next year and subsequent years.

The following items were discussed and proposed for consideration for implementation/design and engineering/construction in 2026. These do not include additional projects and associated elements thereto that were discussed at the meeting but proposed for subsequent years (2027 and beyond).

Public Works Director Mark Smith led off the discussion starting with the proposed pathway between Circles 2 and 3 noting that the items he will review came either from the Infrastructure and Amenities

Master Plan (IAMP), the 2030 Strategic Plan or in some cases something that has been years in the process. The Circle 2 to 3 pathway has been discussed going back as far as 1987. There have been a lot of challenges associated with it, most of which has been land ownership.

In the past year, there has been renewed movement in developing a route for the pathway, securing an easement with the Meadow Houses that will come to the Board in November. We will also need an easement with the Mt. View Lodge sub-association and the Resort. That process has gone well so far and things are moving forward as we would expect.

There will be significant engineering associated with the project and the goal is to have designed engineer plans in place by the end of 2026 with construction hopefully occurring in 2027. Mr. Smith added that when SHARC was built, there were no additional routes identified and we never had the pedestrian circulation plan that was tied to that, so this project is a big part of that also.

The current golf cart tunnel between the fairways on either side of Abbot Drive close to Circle 2 would be replaced with a 24-foot wide tunnel that would go underneath the road and be shared by both golf carts and pedestrians. Mr. Smith has had discussion with Resort staff who are supportive of the project. Naturally, some preliminary engineering had to be done to illustrate to both the Resort and the Meadow House Association how the layout would look.

The cost for the design, survey, engineering, and easements to undertake this project total \$40k.

Next up is a riverfront pathway adjacent to the river, upstream from Cardinal Landing Bridge which will require relocation of the pathway and restoration of the riverbank at a cost of \$55k.

There are also proposed improvements to Cottonwood Park which would include park plan concepts and the necessary designs for a playground, restroom, pavilion, sports courts, and parking at a cost of \$35k.

There is also a proposal to add rental cabanas at the SHARC. Staff is proposing starting with five cabanas at a cost of \$12k per unit which will then be rented on a daily basis at a proposed rate of \$200 per cabana per day. If all cabanas were rented for sixty days each, it would zero out the initial outlay of \$60k to purchase the cabanas.

Additional landscaping is being requested at SHARC's John Gray Amphitheater such as trees and enhanced aesthetics to support additional rentals for weddings and events. Estimated cost is \$20k and it was noted that lack of such landscaping has been a deterrent in the past.

The current SHARC office is not adequate in size to accommodate all of the team members located in that space. An addition, including design, permits, and construction is estimated at \$275k.

In response to numerous requests, shade structures will be installed at Pickleball Hill. The cost including materials and installation is estimated at \$127k.

Lastly, the Cottonwood Road entrance to Sunriver has long been talked about in regard to creating a better entry experience. Staff estimate it will cost \$7k for the gateway design and construction documents only.

The total of all of these projects equals \$619,000. Additional projects beyond 2026 include the construction of the Circle 2 to 3 pathway, construction of Fort Rock Park improvements in phases (playground, new restroom/pavilion building, ballfield redevelopment, additional parking, and ADA

compliance. In regard to the Meadow regional park, plan concepts and designs for a playground, restroom, pavilion, sports courts, and parking will need to be completed. The last of the additional projects is the proposed Theater Drive realignment, tunnel, and pocket park.

Following general discussion, the Board reached general consensus on a number of items to be addressed in 2026. Discussion was held about all the plans/documents that have been developed and/or updated over the past five years. It was noted that 2026 will include the completion of some on-going projects from 2025 (Rules & Regulations Update Taskforce and IT Strategic Plan Taskforce). The focus for 2026 will be to ensure that the projects included in the past work can and will be implemented.

Implementation of the Pathway Safety Taskforce: The report identified actions as “immediate” and “long-range” or an acknowledgement of issues that have a longer or more involved solution. The items identified as “immediate” and slated for the first year following the acceptance of the report include increased messaging, signs, and education as a primary component. The establishment of an owner volunteer Pathway Ambassador Program was identified as a key component for continued education and compliance of pathway rules.

A review and update of the SROA Rules and Regulations, which is currently underway, and will include as part of their review all suggested rule changes coming from the Pathway Safety Taskforce (PST). Implementation of the recommendations from the PST includes multiple items that will eclipse the 2026 timeframe and will require implementation over multiple years as described in the PST report.

Wildfire Safety: Wildfire safety has been an ongoing concern for many years in Sunriver, especially after the recent fire activity leading to Level 2 evacuations in Sunriver. The SROA Natural Resources Department has been addressing many of these issues for many years in the form of implementing and updating the Ladder Fuel Reduction (LFR) Plan for Sunriver. Included in this effort are SROA administered ladder fuel reduction on common areas and inspections and enforcement including citations when necessary on private properties. It was acknowledged in the 2030 Strategic Plan process that many of the elements necessary to protect Sunriver from wildfire are, and have been implemented, for many years.

In addition to implementing the LFR Plan, Natural Resources (NR) staff routinely coordinate with other agencies such as the Sunriver Fire Department, Oregon Department of Forestry, the U.S. Forest Service, and Deschutes County. Additionally, NR staff participate in State and local efforts in this regard as well as monitoring and implementing State legislation.

The direction provided to staff is to continue these same efforts while also making sure that the LFR Plan is kept up to date (a further update is expected in 2026 due to relevant legislation and best practices). Staff were also encouraged to continue to ramp up efforts on communicating the importance of wildfire safety efforts to Sunriver owners.

Communication and Education: While these are two separate issues they are very related and/or overlapping. General discussion resulted in staff being directed to keep exploring all options and methods for communicating with owners and guests on a continual basis. It was noted that there is now a Communications Workgroup meeting on a quarterly basis who will also be contributing to ideas or suggestions on how we can best communicate with the greatest number of visitors and owners.

Additional Revenue Sources: It has been acknowledged by the Board and Finance Committee for some time now that the 6% limit on yearly maintenance fee increases will not work for long-term funding for SROA operations, new capital projects, and reserves. With the help of the Finance Committee sub-group,

additional revenue sources should continue to be explored. The Finance Committee sub-group has, with the support of the Board, recommended the establishment of a new Capital Property Transfer fee.

Capital Transfer Fee Vote: The Board discussed holding a vote of the owners in early 2026 to amend the Sunriver Consolidated Plan to establish a fee to be reserved for new capital projects only and that are beneficial to the entire community. The fee would require a payment of 0.5% of the purchase price of a Sunriver property (for property transactions with a monetary exchange) to SROA for these new capital projects. The Board acknowledged the benefits this revenue would bring to developing some of the capital projects discussed earlier.

Circle 2 to 3 Pathway: The 2026 elements of this project will include the completion of surveying, design, engineering, and easements necessary prior to the actual construction which is currently estimated at \$2 million. This project was recognized as a primary safety concern for the community going back many years and should eliminate the majority of bikes and pedestrians walking or riding on that narrow section of roadway. The goal for 2026 is to complete the necessary elements such as the design, engineering, etc., that must be completed prior to any construction. Once funding is available, we would then be able to move ahead in a timely manner.

Development and Construction of New Capital Projects: The new capital projects that affect the work plan and budget for 2026 were outlined earlier in the meeting.

Rules Enforcement: Rules enforcement in Sunriver encompasses compliance efforts by SROA staff as they relate to the adopted Sunriver Rules & Regulations, Sunriver Design Manual of Rules & Procedures, Ladder Fuel Reduction Plan, and the Noxious Weeds Plan. The updating of these documents is a key component of compliance. In this vein, the completely revised Design Manual of Rules & Procedures was adopted in June of 2023.

The Ladder Fuel Reduction Plan was updated in 2023/24 and is scheduled for further updating in 2026 for compliance with recent legislation and to include everchanging best practices. The SR Rules and Regulations are currently being updated following the recent approval of the taskforce who will address the review of this document with completion scheduled for spring of 2026. Additionally, the Noxious Weeds Plan will be updated in 2026.

In addition to having relevant and up to date guiding documents, Community Development and Natural Resources staff members are needed to administer such documents as necessary. Specific rules that do not fall under the realm of Natural Resources and Community Development, and many rules that are tied to statutory requirements of the State, are enforced by the Sunriver Police through a contractual agreement with SROA. There are, however, multiple elements of such rules that do not fall cleanly under Natural Resources, Community Development, or the Sunriver Police Department.

Many of these items end up falling to the bottom of the priority list for each but are nonetheless important to the community. In addition to lower priority items, increasing non-compliance with “rules” has taxed the existing staff in meeting their primary job responsibilities, such as reducing LFR non-compliance.

In order to address this issue, a ¾ time Compliance Technician position has been proposed for 2026. This position will enforce those rules that are currently a lower priority and will assist other staff in their increasing workload as described. Additionally, this person will act proactively rather than reactively in such enforcement, meaning they are able to address items/issues prior to staff receiving a complaint.

Continued Maintenance and Preservation of Existing Assets: A Full Reserve Study is conducted

every three years for every capital item with a value exceeding \$3,000 and having a life span longer than three years. This study will occur again in 2026. As part of their yearly budgeting, staff routinely reviews the Reserve Study and determines if the schedule for replacement for each item is valid. If lifespan exceeds the schedule, replacement is delayed. These efforts are to ensure quality products and services while also spending dollars frugally.

Additional Items: The items listed above are in addition to the annual items that are inherent to community management such as roads, amenity/infrastructure maintenance, recreation programs, communication elements, design review programming, etc.

Also, noted included in the aforementioned list, but particularly important to association/community management are those elements that are not always visible and forward projecting. Included are the IT, Human Resources and Accounting Department functions. These are especially important to the overall success of SROA and must be considered and supported for successful operation of all other departments and work plan items.

Evaluation of Efforts & Future Budgeting: The following items were brought up in 2024 and again in 2025 (for 2026) as being important for future SROA operations and budgeting.

- Cross training and redundancy of certain staff positions.
- Setting “guardrails” of what is/is not acceptable for future year consideration prior to the formal yearly budgeting process. This can be done with the Board’s work plan/goal setting meeting in August or September each year.
- Create metrics to evaluate the effectiveness/efficiencies of updated processes and to determine if service expectations are being met.

The Board was in agreement with the following Taskforces, Workgroups & Sub-Committees for 2026.

1. Continue the Rules & Regulations Update Taskforce which will end in early 2026.
2. Appoint an IT Strategic Plan Taskforce which will end in early 2026.
3. Continue the Communications Workgroup (ongoing periodic meetings).
4. The Subcommittee of the Finance Committee will continue to explore additional revenue sources.

OTHER BUSINESS

President Burke noted that the Admissions Model Workgroup is scheduled to meet today and the Board needs to decide who will now be the regular members of that group. President Burke added that he has always felt it is a good place for new members to gain a better understanding of SROA operations. Director Beard would like to continue participating on that workgroup and Director Schneider has also expressed interest along with our two new directors Pam Hays and Dale Harrison. Director Banta noted he is fine with not participating in this workgroup which will allow for the aforementioned four directors to participate.

Director Hays commented that she would like to thank the staff for this presentation today and for the time and effort put in pulling all this necessary information together. Director Hays understands that staff are the ones who constantly receive the criticism, but it is clear they have done a lot of work on both getting to the point where we can do the planning and implementing. Staff do not always get the thanks they deserve and she would like to express her appreciation to each and every staff member who worked on this presentation.

Director Mobley added that it has been a great pleasure these several years serving on this Board and he marvels at the level of talent we have both with the staff and board members. Director Mobley added it has been one of the best volunteer gigs he has enjoyed in his 86 years and he also thanked staff for the

continued good service they provide to one of the most remarkable places on earth.

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

The meeting was adjourned at 11:48 A.M.

Respectfully Submitted,

Keith Mobley, SROA Secretary