

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

DIRECTORS PRESENT: Keith Mobley, Pam Hays, Clark Pederson, Linda Beard, Dale Harrison & Randy Schneider

DIRECTORS PRESENT VIA ZOOM: Veronica Jacknow & Brad Banta

DIRECTOR ABSENT: Bill Burke

STAFF: James Lewis, Susan Berger & Richie Villagrana

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

NUMBER OF OWNER ATTENDEES (not counting the Board members): 5

OWNERS FORUM: Josh Lawson, 1 Umpqua Lane presented concerns about limited Member Pool access and requested changes to the staffing model.

GM Lewis read a two-part letter into the record from Paul Conte, 7&8 McKenzie Lane alleging the Board violated open meeting laws regarding the board action without a meeting to approve the members of the Rules & Regulations Taskforce.

OWNER FORUM FOLLOW-UP FROM PREVIOUS MONTH

Vice President Hays provided an update of the spreadsheet she has created to track owner concerns and responses. Current response time by a board member is approximately 20 days although there were a sizeable number of responses required to owners who spoke at the Annual Meeting in August. Vice President Hays anticipates that response time will drop moving forward.

RECAP OF 10/17/25 BOARD WORK SESSION

The Board has chosen to remove this item from their agendas from now on.

BOARD ACTION

BOARD MEETING MINUTES

Director Pederson moved to approve the minutes of the September 17, 2025, special board meeting minutes as corrected. Seconded by Director Harrison, the motion passed unanimously.

Director Pederson moved to approve the minutes of the September 19, 2025, board work session minutes as corrected. Seconded by Director Schneider, the motion passed unanimously.

Director Pederson moved to approve the minutes of the September 20, 2025, board meeting minutes as corrected. Seconded by Director Schneider, the motion passed unanimously.

BOARD ACTION

FINANCIALS

Treasurer Pederson reported financials are again in very good shape. Treasurer Pederson reviewed

the key data sheet and financial statement for September including the replacement reserves, cash/investment balances and the aging summary and offered to answer any questions from the Board. It was noted that a number of big expenses are coming our way later this month such as payment for LFR contract work on commons and fall paving projects.

For the month ended September 30, 2025, there was a net operating surplus of \$18,681, which was \$26,247 better than the budgeted amount. Operating revenues were under budget by \$12,495 due to lower than expected admissions at SHARC, special programs in recreation, and reduced event revenue. These shortfalls were partially offset by Recreation Plus Program (RPP) pass sales, fiber hookups, and reimbursement received for tree damage on a common area from an auto accident. Operating expenses were under budget by \$38,742 for the month. Salaries and wages were under budget by \$16,795 due to savings in burden. Material and services expenses were under budget by \$22,389 for the month, mainly due to the timing of sanding cinders/deicer.

The nine-month financial summary ending September 30, 2025, shows a net surplus of \$186,518, which exceeds the budgeted amount by \$121,832. Operating revenues fell short of expectations by \$12,204, primarily because of lower income from the Member Preference Program (MPP), swim lessons, special events, and fines. These deficits were mitigated by higher revenues from Scene advertising, SHARC admissions, and RPP passes, with an increase of 12 RPP passes sold and a decrease of 443 MPP passes compared to the same period last year. Additionally, salary and burden costs were under budget by \$57,766, owing to open positions and savings in burden expenses. Material and services were under budget by \$19,959 for the first nine months. Legal fees were under budget by \$74,796 through September. Operating interest income is over budget by \$12,539 year-to-date, and total operating and non-operating interest through the first nine months was \$571,043. \$500,474 and \$24,876 were spent on road projects and ladder fuel reduction, respectively, in September.

As of September 30, 2025, there was a combined operating and non-operating surplus of \$1,004,661, which was \$331,585 better than the budget.

As of this report's date, 1,064 homes have been converted to bulk fiber billing.

As of September 30, 2025, total assets were \$40,270,323. Cash and investments totaled \$17,247,726, a decrease of \$492,045 from the previous month. As of September 30, 2025, \$17,122,464 was invested in Goldman Sachs Financial Square Government Fund and US Treasuries, with durations ranging from 90-days to five years, yielding an annual rate of 3.92%. Assets placed into service in the third quarter included: GIS platform design, sander box, Ford Escape, pool joint replacement, and shade structures at SHARC.

Director Schneider moved approval for the unaudited SROA financial statements for the month ending September 30, 2025, as presented. Seconded by Director Jacknow, motion passed unanimously.

GENERAL MANAGER'S REPORT

GM Lewis reported his recap is for activities in September.

All department heads spent the necessary time and effort required in September to prepare and

present the information provided to the Board at their special board meeting on September 17th.

GM Lewis is working on the necessary easements for the Circles 2 to 3 pathway.

GM Lewis met with staff from the Sunriver Nature Center and Oregon Observatory regarding their contract for 2026 which will not be increasing but there will be some shifting of the scope of work so it better meets the expectations and needs of the owners.

SROA accounting staff are working with department heads on the operating and reserve budgets for 2026.

Accounting staff are fielding many TDS customer service calls regarding bulk fiber installations that should be going to TDS. We have an entire webpage dedicated to TDS which we continue to share with owners to find the information they seek. Owners can find a wealth of information by going to www.sunriverowners.org and clicking on Internet Service link on the Community drop down menu.

The IT Department reported a circuit network interface card went down resulting in a brief glitch prior to being repaired.

The point of sale (POS) Jonas gift certificate module has been implemented at SHARC providing the ability to sell SHARC gift cards providing another potential revenue generator.

IT Director Seifert has been pulling the IT Taskforce back together to update the IT strategic plan.

In Communications, our websites and social media continue to be our main point of communication to visitors and owners. Eblasts that are sent out contain pertinent information and reminders to owners. Staff receives a lot of good feedback on that. Given that the Scene only comes out once a month, eblasts are an efficient way to remind owners of upcoming events or deadlines.

Under Community Development, the Design Committee meetings have had fewer agenda items due to more items being approved through the administrative approval process as a result of changes made to the Design Manual of Rules and Procedures two years ago. These changes greatly speed up the time necessary for owners to get approvals to do their projects.

Community Development staff meet with the Design Committee members regularly to discuss potential changes or modifications to the manual based on feedback, questions, and input from owners and/or staff. The committee will bring any proposed changes to the Board twice a year, unless there is an urgent situation that needs to be dealt with sooner.

There are currently more active projects than at this time last year. The department generally sees a flurry of activity in September and October from people that want to complete projects before the weather changes.

The 2025 paint survey has wrapped up and notices will go out to those owners who have not completed their painting.

Final tree protection notices will go out at the end of October and after that citations will be issued

if properties are not in compliance. It was noted that owners have had a year to correct any violations on their property.

The Natural Resources (NR) Department is in the process of identifying property lines between commons and private properties for the purposes of ladder fuels reduction (LFR) on commons in 2026. This assists the contractors the Association hires for the LFR work to easily identify where the line between a private property and commons lie.

NR staff prepared and mailed third LFR violation/citations notices to 85 owners who have not completed their LFR work. Those individuals will now need to go before the SROA Magistrate. Given Sunriver's high wildfire danger, staff is miffed as to why owners are not complying with the notices that clearly outline what needs addressed on their property.

September is a transition month for Public Works as some facilities close and are winterized and vehicles are prepared for winter driving operations.

Fencing and gate work around the Public Works yard is complete and those gates will be closed when staff leaves for the day.

Tennis and pickleball nets will be left up all winter on the lower courts at Fort Rock Park near the playground.

In lieu of the fact that the Board has been provided with all the most recent recreation stats in the last few days, GM Lewis did not see a need to review them again at this meeting but was happy to answer any questions the Board had.

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 informed those in attendance that long-time Sunriver resident Doug Seator, whom Seator Hall at the Public Safety Building is named for, recently passed away. The SSD Board acknowledged Mr. Seator and his long-term commitment to the Sunriver community at the SSD meeting on Thursday. A memorial service will be held on October 24th @ 10:30 A.M. at the Sunriver Christian Fellowship location on Cottonwood Road.

Warranty items are still being addressed at the Public Safety building including a fix for the south apron, however work will not likely occur until spring of 2026. They are also working to finish the apparatus bay requirements which must be completed prior to a final approval being issued and which is proving to be quite expensive.

Police calls are up from last year and traffic stops and crime are down. There were 75 responses to Crosswater/Caldera in the past month. Director Schneider noted that the Sheriff's Department is responding to those communities more often as well. There is nothing new to report on the Police Department's proposal to patrol Caldera and Crosswater.

Bike patrol made 8,000 contacts this summer and are done for the year. Citizen's Patrol logged 300 service hours this summer. Two police officers have given their notice and are leaving the

department to go to work for the Deschutes County Sheriff's Department.

SSD Administration is looking to hire a part-time executive assistant help fill in when other staff are busy.

Fire calls are about the same as last year. Training hours for firefighters/EMT's are up this year. A four-year contract agreement the firefighters was approved on Thursday. Fire season has officially been declared over for this year.

BOARD ACTION
3rd QUARTER CAPITAL TRANSFER

Director Pederson moved approval of the transfer of \$905,860 from the Regular Reserve Fund to the Operating Fund for the 2025 Third Quarter Acquisitions. Seconded by Director Banta, motion passed unanimously.

Treasurer Pederson noted that acquisitions made during each quarter of the year are paid for out of the operating fund and each quarter money is transferred from the reserve fund to repay the operating fund. Treasurer Pederson also noted that three pieces of equipment were sold during the last quarter totaling \$32,499, which helps offset expenses.

BOARD ACTION
COMMITTEE MEMBER ACTIONS

Director Banta moved approval of the resignation of Sherri Serfling as an alternate to the Design Committee and further moved to thank Ms. Serfling for her service to SROA. Seconded by Director Schneider, motion passed unanimously.

BOARD ACTION
RULES & REGULATIONS UPDATE TASK FORCE

Vice President Hays noted there was a unanimous electronic approval by the Board members on October 13th for these appointments and this motion will ratify that previous action.

Director Pederson moved to ratify the appointment of members to the SROA Rules and Regulations Update Taskforce as attached hereto, pursuant to the unanimous SROA Board written/electronic approval on October 13, 2025, as authorized through the SROA Bylaws of Sunriver Owners Association, Article IV, Section 13. Seconded by Director Schneider, motion passed unanimously.

BOARD ACTION
IT STRATEGIC TASKFORCE FORMATION

Director Pederson moved approval of the creation/reassembly of the SROA IT Taskforce including the appointment of taskforce members pursuant to the five-point directive attached hereto and further moved to include Director Banta as a board liaison to the taskforce. Seconded by Director Harrison, motion passed unanimously.

Vice President Hays noted that any actions requested by either of these approved taskforces have to come to the Board for approval. While the Board can approve these members of the taskforces those teams will not be making any decisions that impact the community without Board approval.

GM Lewis added that the *SROA Bylaws, Article 4, Section 13* allows for a board action without a

meeting. Mr. Lewis' understanding is that this section was put in place due to the fact that the Board only meets once a month and occasionally an item or situation comes up that needs action prior to the next scheduled board meeting. *Notwithstanding Section 10, Any action that may be taken at a meeting of the Board may be taken without a meeting, if a consent in writing setting forth the action so taken shall be signed by all directors. Any action so approved shall have the same effect as though taken at a meeting of the Board and shall be documented in the minutes of the next Board meeting.*

BOARD ACTION
2026 BOARD WORK PLAN

The Board held a discussion about the adding a Fire Protection Taskforce to their 2026 work plan.

Director Jacknow suggested that consideration be given to creating a Member Pool Taskforce as well. Director Pederson cautioned that the Board had committed to having fewer taskforces in 2026 and focusing on the ones that are already included in the work plan as well as work on implementing recommendations from previous taskforce work.

Director Banta noted that the Finance Committee might be better suited to address the Member Pool concerns/requests as a lot of this might depend on financial matters. Vice President Hays remarked that safety always has to be paramount in our decisions as we continue to listen to input from owners on this issue and she wondered if we should survey all owners on the matter. Director Beard commented that if an adult lap swimmer has a medical emergency and there is no life guard present, who will call the Fire Department and will they have time to respond. The suggestion was made to try to find a compromise of perhaps a combination of hours where a lifeguard is present for part, but not all of the hours the pool is open.

GM Lewis brought the focus back to the board work plan noting the Board can either add this to the work plan now or they can direct this work outside of it being on the formal work plan. Further, the Recreation staff could come to the December board meeting and speak to the Board collectively further drilling down on the issues including safety, lifeguards vs. no lifeguards, financial challenges, operational challenges, etc.

Director Pederson moved to amend the 2026 Board of Directors Work Plan, Section B, #5 to explore the creation of a fire protection taskforce to the work plan. Seconded by Director Jacknow, motion passed unanimously.

Director Pederson moved to approve the 2026 Board of Directors Work Plan as amended and attached hereto. Seconded by Director Harrison, motion passed unanimously.

RESOLUTION 2025-002
CAPITAL TRANSFER FEE

This item was pulled from the agenda.

OWNER CONCERN FOLLOW-UP ASSIGNMENTS

Josh Lawson > Vice President Hays
Paul Conte > Administration
Lori Menalia > Director Jacknow
Elizabeth Liebelt>Director Schneider

Kathy Brown > Director Harrison

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

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

The meeting adjourned at 10:47 A.M.

Respectfully Submitted,

Keith Mobley, SROA Secretary