

SUNRIVER OWNERS ASSOCIATION
JOINT SUNRIVER OWNERS ASSOCIATION/SUNRIVER SERVICE DISTRICT MEETING
PRINGLE ROOM @ SHARC
April 19, 2019

- PRESENT:** SROA Directors: Bob Nelson, Richard Wharton, Gary Bigham, Jim Adams, Jackie Schmid, Keith Mobley and Brad Skinner
- PRESENT:** SSD Managing Board: Ron Schmid, Bill Hepburn, Joe Huseonica and Dennis Dishaw
- PRESENT:** SROA/SSD Directors: Jim Fister
- ABSENT:** SSD Director Greg Keller & SROA/SSD Director Mike Gocke
- STAFF:** SROA Staff: Hugh Palcic, Keith Kessarlis, Patti Gentiluomo, Mark Smith & Susan Berger
- SSD Staff: Fire Chief Tim Moor, Police Chief Cory Darling and SSD Administrator Debra Baker

The joint meeting of the SROA Board of Directors and the Sunriver Service District Managing Board was called to order at 9:00am.

OPENING REMARKS

SSD Managing Board Chair Ron Schmid called the meeting to order, welcomed those in attendance and did roll call for the SSD Managing Board declaring a quorum for the SSD Board.

Owners Forum: No owners or members of the public addressed the Boards.

SROA President Nelson welcomed those in attendance and noted that the SROA Board also begins their meetings with an owner forum and further noted the SROA Board will hold their monthly work session starting at 1pm this afternoon and if anyone in attendance might have something to address to the SROA Board they are welcome to attend that meeting.

President Nelson noted these two Boards have been meeting on a yearly basis for a number of years now and this gathering provides an opportunity for both Boards and staff to facilitate dialogue and discussion of items of mutual issues and interest.

CHIEFS REPORTS

Fire Chief Tim Moor who has been with the SSD for eight months now has enjoyed getting to know his staff and members of the community. Chief Moor noted he and Police Chief Darling have been meeting once a month with SROA GM Palcic and Assistant GM Kessarlis and he very much appreciates that collaborative effort.

Chief Moor provided a quick overview of the Fire Department noting they are considered an “all hazards” fire department which is significant for a community this size. Sunriver Fire & Rescue responds to not only structure fires but wildland fires as well. Additionally, staff members are also trained in hazmat response. Chief Moor noted what a great staff he has the pleasure of working with. There are nine full-time employees and nine reserves and an administrative assistant. All nine full-time employees are both firefighters and paramedics. The department is well equipped with the necessary apparatuses to deal with the emergencies as they occur. The SSD has done a very good job in ensuring they have the best equipment for the job now and into the future.

Since coming on board, Chief Moor has spent a good deal of time on leadership with his employees who have been very receptive to change and over the past eight months the department has revisited its vision statement, mission statement and core values. Some of these items are still a work in progress and improvements are being made. Training is another area Chief Moor has been heavily focused on and they are in the process of reevaluating all their training processes to determine how they can do a better job there as well.

All administrative and operational policies are being reviewed and brought up to a standard that functions well with both the fire and EMS sides of the department.

The department is also focusing on more community events such as open house events every Friday in the summer months for owners and visitors to come and tour the facility. Additionally, the Knox Box program that allows non-destructive emergency access to a dwelling has been very popular and the staff members also keep busy installing a good number of smoke detectors on a regular basis thus eliminating the need for an owner to climb up on a tall ladder.

Chief Moor commented on the collaboration and team work necessary in a community such as Sunriver and thanked Natural Resources Director Patti Gentiluomo for the great job her department does in relation to ladder fuel reduction in the community. He looks forward to working more on this effort to help address areas that may need a little extra attention or to provide feedback from a fire fighter standpoint.

Police Chief Cory Darling echoed what Chief Moor said about the relationship building and collaboration with GM Palcic, Assistant GM Kessarlis and the Administration and Public Works staffs. Chief Darling referenced the January wind event and noted the display of teamwork was a good illustration of the two entities working really well together. Follow-up meetings after the event provided an opportunity to determine where we did really well and where there is room for improvement in the event something like similar were to occur in the future.

Copies of the Police Departments Annual Report were recently provided to both Board's and Chief Darling invited anyone who may have any questions or observations on the report to feel free to contact him.

The Police Department has also spent the last several months revisiting its vision, mission and values and have reached agreement as to what that should look like going forward. New policies and procedures manual have been implemented and will be updated on a quarterly basis. Staffing in the Police Department went through a reorganizational effort in the fall of 2018. The new position of lieutenant was added, which gives the department a chief, lieutenant, two sergeants and eight officers. The addition of the lieutenant position allows the sergeants to be in the field with the officers on a regular basis which has worked out very well.

Chief Darling noted that Lieutenant Womer was been given the opportunity to attend the FBI National Academy in Quantico, Virginia. This is a ten-week leadership program that is presently underway and will end in June at which time Lieutenant Womer will be back in Sunriver.

The department lost an officer as a result of this individual not adhering to the values and mission of the department and an effort is underway to replace this officer. Another officer is currently on administrative leave and Chief Darling is hopeful that a resolution will soon be reached on that situation. There are two new officers who recently completed their training in Salem and are now on seventeen weeks of field training with an existing officer who has had at least 40 hours of training on procedural training.

The Bike Patrol application process is underway and six of the eight candidates have cleared the background check process and will be receiving job offers for the upcoming summer season. The

background checks on the other two applicants should be back soon. Those folks will begin their training in May and their duties will commence in June.

Chief Darling spoke about and thanked the highly motivated, dedicated group of volunteers who make up the Citizens Patrol. This group regularly helps with major events in Sunriver and are also involved in Project Lifesaver, a program they hope to expand in the community. Additionally, some members have recently been offered additional emergency response training from Deschutes County Search and Rescue.

SROA President thanked both the chiefs for both their reports and their positive impact on the community.

SSD FINAICIAL REPORT

SSD Managing Board Chair Schmid reported that over 95% of the Sunriver Services District's revenue comes from property tax collections. Oregon law caps the annual increase in assessed value of a property at 3%. Since Sunriver is substantially "built out" with only nominal additions to the property rolls each year, the SSD's revenue is effectively limited to an annual increase of very close to 3%.

With a property tax base of just under \$1.5 billion and a levy rate of \$3.31 per \$1,000 assessed value, the fiscal 2019/20 property tax revenues are projected to be \$4,895,000 compared to \$4,751,000 in fiscal 2018/19. This 3% annual increase is typical of the annual increase over the last five years and it is expected to continue in that fashion.

The District has worked with the levy rate of \$3.31 per \$1,000 assessed value since its inception 2002. The District Board does have the authority to increase the levy rate up to \$3.45 per \$1,000 assessed value subject to the approval of the Deschutes County Commissioners. By increasing the levy rate, the district could raise an additional \$210,000 annually.

In the past the \$3.31 rate coupled with the allowable 3% annual increase in values has allowed the District to cover increases in operating costs as well as to build and maintain significant reserves. However, Oregon PERS (Public Employees Retirement System) costs and employee health/dental insurance costs are growing at a rate far in excess of the rate of increase in the District's revenues.

PERS rates for our covered police officers and firefighters have increased at a compound rate of approximately 20% over the past five years and are projected to increase at a similar rate over the next five years. Employee health and dental insurance has increased at a compound rate of 12% and is expected to continue to increase albeit at potentially somewhat lower rates thanks to the hard work of SSD Administrator Debbie Baker.

Unfortunately, neither of these two significant costs is under the SSD's control other than the number of employees covered. Future actual costs may not be as high as our current projection but unfortunately that has not been our recent experience.

Chair Schmid feels it's very important to message this information to owners and make the community aware that the need to increase the revenue base is looming in the not too distant future. Over the coming months, the SSD Managing Board and others in the community will be conducting a Service District Strategic Planning exercise which will address this issue among others. Unless the Oregon legislature miraculously finds a solution to the PERS issue, the Sunriver community will need to find a way to deal with this dilemma. A recent State of Oregon announcement indicated the extraordinarily high PERS premiums may continue through 2035, so this issue is not going away.

The Board's held a discussion regarding the role of both the SSD Managing Board and SROA as this issue moves forward including getting more involved in the legislation of PERS, more funding from the county level, etc. SSD Chair Schmid noted that the main purpose of the bike patrol is to assist visitors to

the community and as such perhaps some of the TRT (Transient Room Tax) dollars could be considered for that effort. Director Fister noted that 75% of the TRT dollars go to the Deschutes County Sheriff's Department which indirectly benefits Sunriver. It was also noted that Sunriver contributes the greatest number of dollars to the TRT revenues and as such Sunriver should see more back which will necessitate some legislative changes.

USFS (UNITED STATES FOREST SERVICE) MT BIKE TRAIL UPDATE

SROA GM Palcic reported that Sunriver homeowner Scott Hall, SROA's dedicated representative on this project was unable to be here today so he will provide the update in Mr. Hall's absence.

SROA has long supported the USFS initiative for improving the recreational opportunities within the forest adjacent to the Sunriver community. The Bend/Fort Rock Ranger District of the Deschutes National Forest has identified the need to minimize elk disturbance in the area west of Sunriver. There is also the need to provide non-motorized opportunities in the area that include connecting the community of Sunriver to the greater mountain bike trail network of Phil's Trail, Wanoga Sno-Park and Cascade Lakes Welcome Station areas.

NEPA (National Environmental Policy Act) studies were conducted and the project was authorized by the USFS in January of this year with work slated to begin on April 22, 2019. The project includes a host of items including a new single track for mountain bike enthusiasts, walkers and trail runners, better access to the Besson day use area, improvement of elk habitat, improvement of horse trails and a decrease of illicit camping and use in areas adjacent to Sunriver as certain roads are decommissioned.

The plan calls for the decommissioning of approximately 6.5 miles of other man-made roads that will be implemented prior to new trail construction. Other trail and user-created route obliteration (6.2 miles total) will occur prior to or concurrent with new trail construction.

The Central Oregon Trail Alliance (COTA), a number of the local bike shops and Sunriver Resort all contributed to making the NEPA study a reality and bringing this project to this point. Going forward COTA will continue to try to raise additional funds for the project. COTA is also establishing a Southern Deschutes County Chapter and they are actively looking for members and volunteers. COTA has an excellent reputation for both their trail building and maintenance skills.

GM Palcic recently learned that longtime Forest Service employee Marv Lang, who retired in March and who has been actively involved in the efforts to make this project a reality has recently agreed to stay on a few additional months to see this project through to fruition.

What does this mean for Sunriver? It provides owners and visitors an excellent opportunity to explore the area outside of Sunriver and experience some great mountain biking. The challenge is that the connection point is Cardinal Landing Bridge which is a sore spot due to the lack of parking opportunities. GM Palcic along with Assistant GM Kessarlis, Chief Darling and Chief Moor have discussed this at their monthly meetings, brainstorming how to get in front of it and provide the necessary education and messaging for owners, guests and property managers ahead of time so they can plan accordingly. There will be three informational kiosks on the Forest Service side and we will plan to have some messaging on the Sunriver side as well. This trail will be called a "ride to ride" trail which means there is no trailhead at which to park and ride from. Scott Hall is working on identifying other trailheads close to the trail where there may be more parking available and he will update the Board once he is done gathering that information.

The Board's held discussion about the different aspects of the project including how it might affect the fire and police departments due to the increased number of people that will no doubt take advantage of this new opportunity.

ABBOT/BEAVER UPDATE

Public Works Director Mark Smith was in attendance and reported the newest roundabout opened on Tuesday and traffic seems to be flowing smoothly. A pedestrian flashing light has been installed at the crosswalk between the Country Store and Sunriver Realty which should be a relief to the numerous owners who expressed concern about said crosswalk during the listening sessions and surveys. Mr. Smith was happy to report this portion of the project came in on time and on budget.

The work on the new tunnel is progressing nicely and the cavern in which the tunnel structure will be installed is being dug out currently. The high-pressure gas line is being switched over today and Century Link will be moving their fiber lines on Monday. Abbot Drive will remain closed until the tunnel install is complete hopefully sometime in June. The water line switch over will happen in the coming weeks.

GM Palcic thanked and sang the praises of PW Director Smith, the Public Works staff members, the engineers and the contractors throughout this long and at times trying process. Everyone has worked very hard, dealt with challenges as they occurred and are producing an end product that should serve the community well into the future. Public Works Director Smith also expressed his thanks to all the businesses in the Village that were affected by the closure of Beaver Drive for their patience and understanding.

PW Director Smith also commented on the paving that will take place from the entry circle all the way up Abbot to Beaver Drive and on up Beaver Drive to Fremont Crossing. The main entrance to Sunriver will most likely have to be closed down for one day to accomplish this project all at one time. Emergency access gates will be opened to accommodate those coming in and out of Sunriver.

A brief discussion was held relative to whether or not the banner poles will go back up or not. The engineers of the project strongly oppose reinstalling those in that already congested area due to the driver distraction that occurs as a result.

HARPER BRIDGE DISCUSSION

SROA GM Palcic reported the Deschutes County Commissioners gave the Deschutes County Road Department staff approval to move forward with implementing parking improvements on Spring River Road.

The project will involve widening the road to create more space so that cars can safely park without occupying the adjacent travel lanes. It will also provide an additional buffer for pedestrians by placing a bike lane in between parking spaces and travel lanes. SROA staff have strongly encouraged County staff to consider extending the bike lanes at least back to the Business Park or the entry waterfall instead of only including them in the area around Harper Bridge. The entire Spring River Rd corridor has become increasingly busy and designated bike lanes would be a welcome addition.

Additionally, SROA staff is currently looking at widening the emergency access road in that area from a single to double lane which would also double the size of the gate at that emergency access location. No parking will be allowed in front of the access gate. SROA staff have notified County staff of these plans so adjustments can be made with their plan to dovetail with SROA's plans.

Areas outside of the designated parking areas will be posted "No Parking" thereby limiting the number of parties that can access the river. The project will include a loading zone and an information kiosk will direct the public to alternative parking areas. The Deschutes County Sheriff's Office will assist in monitoring illegal parking and general public safety.

The County staff acknowledge that this solution does not solve the problem at this location but anticipate that the steps they are taking will make things less unsafe.

EMERGENCY OPERATIONS PLAN UPDATE

Fire Chief Tim Moor, Police Chief Cory Darling, Natural Resources Director Patti Gentiluomo and Communications Director Susan Berger provided a presentation on the Emergency Preparedness Plan. The group provided this same presentation at the recent Home Expo and plan on holding additional events to help message this very important and educational information to both owners and guests. The plan provides valuable information about what individuals need to do to prepare for a major emergency in Sunriver. It was noted that this is an all hazard plan, although the focus of today's presentation was in reference to wildland fires.

The goal is to get this information out to as many people as possible over the busy summer months. Chief Moor has received approval from SRLP to spend five minutes prior to their live music events in The Backyard to message this preparedness plan to the transient population. Chief Moor noted he is meeting later today with management at The Village @ Sunriver to discuss opportunities to message this information in the Village as well. Additionally, Chief Moor noted they are open to suggestions and opportunities and encouraged the Board's to contact any of the four folks involved in this effort with ideas or suggestions for messaging opportunities.

Police Chief Cory Darling commented on the uniqueness of Sunriver and the fact that the highest transient population is here during high fire season. While we can do a really good job educating people who live here full-time, it's much harder to get that message out to those visitors. The message and education for folks who live here permanently is somewhat different from the message and education necessary for visitors and guests.

The eclipse in 2017 gave us some good reference points to look at when we talk about moving vehicles. In the case of an evacuation the county has assured Chief Darling that the South Century and Cottonwood exits would be made available exclusively to a Sunriver evacuation. We can move 1200 cars per hour per exit for a total of 2400 cars per hour. The challenging part is getting the vehicles out of Sunriver and on to the highway. Chief Darling and Chief Moor have discussed this issue at length and their philosophy is that if Sunriver is threatened they will evacuate early as opposed to waiting until the last minute and causing panic.

What this group wants everyone in the community to know and to practice, is the development of a plan now so that in the event of an emergency they are prepared. The worst time to prepare is when the emergency is happening. It's important to have a designated meet-up place in case one gets separated from their family members. Community members need to know where their evacuation points are and should practice those routes. It is also important to keep vehicles fueled in case you are stuck in traffic for an extended period of time. This group has also worked on identifying "Shelter in Place" locations in Sunriver should that need arise.

Chief Darling urged ALL residents, workers, contractors, etc. to sign up for text and voice emergency notifications. Chief Darling and Chief Moor have worked with Deschutes County 911 to get what is called SRAlerts. Sunriver owners, visitors, area residents and workers can opt-in to receive Sunriver emergency text messaging to your cell phone via EverBridge. One only needs to type the number 888777 in the "To" field and type SRALERTS in the message field and hit send. One of the goals of this group is to encourage as many people as possible to sign up for this service.

Deschutes County residents are also encouraged to register with 911 for voice messages and email alerts to their cell and/or landline. One can do this by going to www.deschutes.org/911 and clicking on the Sign Up for Emergency Alerts link.

Emergency notifications will also be posted on social media such as Twitter, Instagram and Facebook so these are other good places to look. Local radio and television stations are also good options.

The Sunriver community is equipped with outdoor warning sirens. These sirens will be used to broadcast high-low tones in the event of an imminent threat and the need to evacuate. One of the challenges is to get people educated and informed to stop activities and pay attention if they hear the high-low tones.

A new website, www.SunriverEmergencyInfo.com has been launched and will, in the event of an emergency, provide up real time emergency information to assist owners, visitors and all the people who work in Sunriver on a daily basis. In addition to the website, Communications Director Susan Berger has put together a very helpful brochure that provides a wealth of helpful information. Both chiefs were very appreciative to Susan for her excellent efforts on this project.

Chief Darling also spoke to the importance of individuals addressing the 6Ps (people, pets, pills, photos, papers & priceless items) noting that these are things that need to be addressed ahead of time and not when receiving notification of an evacuation. Equally important is a “Go Bag” that includes clothing, some of the items previously mentioned in the 6Ps, phone and computer chargers and at least 72 hours’ worth of rations and water as well. The previously mentioned website www.SunriverEmergencyInfo.com has a lot of helpful information on preparing a “Go Bag.”

Chief Moor also noted that the Resort has started providing the fire and police departments with their nightly occupancy percentages on a weekly basis to help them determine how many people are on property. This will be very helpful in the event of an evacuation. The chief’s will be meeting next week with the rest of the property managers and hope to establish the same type information sharing system with them.

Chief Moor also spoke to the outstanding relationships the fire department has with other strategic partners in the region. We have our Forest Service and ODF (Oregon Department of Forestry) partners at the ready and willing to help if and when necessary. To that end, weekly training sessions including SRFD, ODF and the Forest Service are taking place every Friday morning. Additionally, other fire departments in the region will assist when and where they can so these relationships are very important to the community.

Natural Resources Director Patti Gentiluomo spoke of the dire importance of creating defensible space around your property. Limb trees up, rake up pine needles, stack firewood away from your home and remove flammable material away from your structure. Natural Resources staff check Sunriver properties on a regular basis and notify owners who have issues they need to address. These notifications need to be taken seriously as taking those proactive steps could very well save your home. Additionally, the Natural

Resources staff members are happy to meet one on one with owners to discuss ways to reduce fire fuels on a given property. Sunriver is a Firewise community and Ms. Gentiluomo noted that there is a lot of information available at the SROA Administration office that owners are welcome to stop by and obtain.

Ms. Gentiluomo also spoke to ladder fuel reduction on commons noting we are starting our 24th year of thinning and reducing ladder fuel loads on those areas. The community is split up into a six-year rotation cycle with work set to occur this year along the railroad tracks from the entry circle up to Cottonwood Road.

SSD Chair Ron Schmid noted in reference to Chief Darling's earlier comments about the adopted philosophy to evacuate sooner rather than later, that while he knows the Board members from both Board's could take some heat if an evacuation occurs, he for one, is completely willing to live with that possibility and would rather be safe than sorry.

SROA Director Adams commented on the excellent information being shared today and encouraged this group to spread the word through the Women's Club, Men's Club, etc. That being said, Mr. Adams feels there should be a much more in-depth presentation for owners. He suggested handouts, multiple presentations, involved training processes, etc. as he feels the needs of owners vary greatly from those of visitors and guests. Chief Darling encouraged Mr. Adams to check out the new website mentioned earlier as it is loaded with helpful information on the exact things Mr. Adams refers to.

Chief Darling also thanked the SROA staff involved in adding additional signs in locations throughout the community indicating where the exits out of Sunriver are.

ADMIN CAMPUS/PUBLIC FACILITIES UPDATE

Public Works Director Mark Smith reported that approximately 18 months ago the SROA Board toured the Public Works facility including the Round House where most of the employees work out of and which was a waste treatment holding tank in its former life. The Board quickly realized the need for exploring upgrades to the facilities. Since that time Mr. Smith has been working with a consulting architect to come up with facilities that will better serve both the Public Works employees and the department operations, provide a better storage situation for the SSD records and create a better and more restricted flow of traffic and people in and out of that area.

Mr. Smith noted that the cinder storage building is in the works and should be completed this summer. Up until now, the cinders have been stored outside where they can get covered with snow and freeze solid making it nearly impossible for crews to access the materials for application on the roadways. Additionally, we currently store almost all of the equipment the department has outside due to lack of an indoor storage facility. This too presents problems when equipment must be dug out of the snow and/or ice before it can be utilized. The plan being presented today has been reviewed both by management and the PW crews to garner input on what would work best for all parties involved and as such the iteration the group is seeing today is the fifth or sixth one since this process began.

SSD Director Bill Hepburn reported that the SSD Managing Board members toured both the Police and Fire facilities a couple months ago to look at the inner workings of both buildings. What they discovered is that from a functional point of view both facilities are significantly lacking in a number of areas.

The fire station was designed and built in the mid-90's and since that time the number of staff members has increased significantly and the standards and practices of the fire service have certainly changed and evolved from where they were when it was first designed.

One example Mr. Hepburn provided was in reference to the turn-out gear firefighters wear. This gear should be stored in a windowless, ventilated room but that option is not currently available in the existing fire station. Additionally, the current setup does not easily lend itself to allow female firefighters or reserves to work at the department.

There have been a number of structure issues with the building and roof when we have had severe winter weather such as in February of this year and a couple years ago when the snow load presented real challenges and caused the department staff to have to evacuate. And while the size of the building may be adequate, the configuration of the space leaves a lot to be desired.

The Police Department building also has its challenges. They are overcrowded in their current space, the offices are not sound proof, evidence storage is inadequate and there is no holding cell. These are but a few examples of the challenges of the current space as laid out. As with the fire station, the police space was fine when constructed in 2000, but things have changed and staff has to be creative with how they utilize their current areas.

The SSD Managing Board, at their meeting on Wednesday, approved hiring a consulting architect to do a feasibility study of both facilities as a starting position as to where we are at in terms of options such as a remodel of current facilities, consideration of a new facility, etc. One of the other options being considered is to combine the police and fire departments into one Public Safety building with a major rework of the existing fire station building. GM Palcic noted how this study will fit in neatly with the SROA efforts to redesign the Public Works area. There will be more to come on this going forward.

In closing, SROA President Nelson thanked everyone who participated in the meeting today and announced the regular SROA Board Work Session would commence at 1:00pm.

There being no other business, SSD Chair Schmid called for a motion to adjourn the public meeting.

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

Meeting adjourned at 11:22 a.m.

Respectfully submitted,

Gary Bigham, SROA Secretary

Ron Schmid, Chair SSD Managing Board