

SUNRIVER SERVICE DISTRICT

MINUTES OF BOARD SPECIAL MEETING

1:00 p.m. Monday May 7, 2020

Virtual Meeting

- Call to Order:** Chair Bill Hepburn convened the meeting at 1:00 p.m.
- Roll Call:** Dir. Hepburn, Dir. Fister, Dir. Schmid, Dir. Dishaw, Dir. Ralston, Dir. Stephens, Dir. Murray.
- SSD Staff:**
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| SSD: | Administrator Baker, Admin. Asst. Trapp |
| Fire: | Chief Tim Moor |
| Police: | Chief Darling |
- Public Input** None

Chair Hepburn administered the Oath of Office and welcomed new Director Mark Murray, to the Sunriver Service District Board.

New Business-

1. Treasurer Schmid discussed adding modifications to the reserve and operating budgets for fiscal-year 2020/21. Property tax collections are the primary source of income for the District. He noted the District typically sees a collection rate of 98%. As a result of COVID-19, Deschutes County as well as Bend and Black Butte Ranch have reduced their projected tax revenue. Deschutes County and Bend now 94%, and Black Butte Ranch is projecting 95%. Treasurer Schmid shared the District most resembles Black Butte Ranch and will adopt a 95% tax collection rate for the fiscal-year 20/21 budget. The District has also reduced the projected revenue for fines/fees as well as ambulance billing resulting in an estimated \$180,000 in reduced income from the preliminary budget discussed last meeting. The District will have a better idea of the total financial impact in November 2020. Treasurer Schmid noted the District has a healthy reserve available if needed. The Board discussed a need to address Health Insurance and PERS rates, Dir. Murray suggested the Board reach out to resident Carol Samuels as she has extensive experience advising local government on PERS. The budget will be sent to Deschutes County, and we will meet on May 27th, 2020.

Dir. Fister moved to approve the 2020/21 Budget; seconded by Dir. Dishaw. Motion passed unanimously.

2. Administrator Baker provided a copy of the 2020/21 Budget Narrative. Dir. Murray made one suggestion and the Board agreed it was ready for submission.

3. Chief Moor and Chief Darling reported on COVID-19 updates.

Chief Moor-

- The Deschutes County Emergency Operations Center is still in place.
- Call volume has decreased as a result of COVID-19.
- SRFD is currently not responding to community outreach contacts.
- Chief Moor is working regionally with Oregon Fire Chiefs Association and the State Fire Marshalls office on wildfire protocols.

Chief Darling-

- There are 81 confirmed cases in Central Oregon, 63 have recovered.
- Chief Darling noticed a slight increase this weekend of those using the bike paths. Although mostly respectful, he will continue to provide education on etiquette.
- 5-6 Citizen Patrol members volunteered for Bike Patrol. They will receive training on COVID protocols.
- SRPD welcomes eight new Bike Patrol officers. They are currently in training for two weeks.
- The short-term rental ban is set to expire on May 15, 2020.
- No illness in SRPD at this time.
- Officer Emma Paranto will return to the Police Academy next week with an anticipated graduation in June.

4. SSD was asked to participate in SROA's COVID-19 Task Force. The Task Force was set up to ensure cooperation between SSD, SROA and other stakeholders.
5. Dir. Dishaw moved to approve SSD's participation o SROA's COVID-19 Task Force; seconded by Dir. Schmid. Motion passed unanimously. Chair Hepburn will report back to the Board on discussion topics.
6. Chair Hepburn discussed a letter drafted to a concerned citizen regarding the Districts' COVID-19 response. The letter explains how the District has responded to concerns from citizens about the Governor's executive order and some of the difficulties in criminal enforcement. It also states repetitive email on the same subject will not be responded to. Calls for service to the Police and Fire department will be responded to as any other calls for service. Chair Hepburn has the Boards consent to proceed.

Motion to adjourn

Dir. Fister moved to adjourn the meeting; seconded by Dir. Ralston. Meeting adjourned at 2:05 p.m.

SSD Chair, Bill Hepburn
Office Assistant, Candice Trapp