

SUNRIVER SERVICE DISTRICT

Managing Board – Meeting Agenda

1:00 p.m. Thursday, May 21, 2026

Sunriver Public Safety Building, Seator Hall Conference Room, 57475 Abbot Drive, Sunriver, OR

* Instructions for joining the meeting remotely are on last page of this document

Call to Order

Pledge of Allegiance

Roll Call

Public Input

Consent Agenda

1. Motion to approve:
 - a. April 2, 2026 Special Board meeting minutes
 - b. April 16, 2026 Board meeting minutes
 - c. May 15, 2026 SSD/SROA Joint meeting minutes
 - d. Zions Bank Invoice in the amount of \$751,235.39

Old Business

2. Update: Public Safety Building Construction – Fister
3. Update: Status of SSD Reserve Study – Holliday
4. Update: Caldera/Crosswater expansion - Shoemaker
5. Update: Nominating Committee Update and Status of Board Candidate Nominations – Fister
6. Vote: Motion to approve Resolution 2026-004, required updates to SSD Policy, Section IV (Agendas & Meetings) – Holliday

New Business

7. Monthly Chief/Administrator's Reports
 - Fire Chief Boos
 - Police Chief Rasic
 - Administrator Holliday
8. Review & Vote: SROA Rules and Regulations Contract - Fister
9. Review & Vote: FY26 716 Budget adjustment – Holliday/Rasic
10. Review & Vote: Motion to approve Resolution 2026-005, Bike Patrol Wage Scale – Holliday/Rasic
11. Review & Vote: Motion to approve April 2026 unaudited financials – Holliday
12. Review: April and May 2026 SROA Board meeting

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INSTRUCTIONS TO PARTICIPATE REMOTELY

Microsoft Teams

Join: <https://teams.microsoft.com/meet/21537016645166?p=8qELSnQkLLie9SaSbF>

Meeting ID: 215 370 166 451 66

Passcode: Hc9N4bC6

Individuals needing special accommodations must request such services at least 48 hours prior to the meeting.
To request accommodations or services, call 541-585-1400 or email ssdadmin@sunriversdor.gov.

SUNRIVER SERVICE DISTRICT

MINUTES OF BOARD REGULAR MEETING

1:00 p.m. Thursday, April 2, 2026

Meeting In Person at Seator Hall Conference Room and Via Microsoft Teams

Call to Order: Chair Fister called the meeting to order at 1:00 PM

Pledge of Allegiance

Roll Call: Chair Fister, Vice Chair Shoemaker, Treasurer Zook, Dir. Kelley were present. Dir. Stephens was not present.

SROA: Ex Officio Randy Schneider

SSD Staff: Fire Chief Boos, Fire Deputy Chief Bjorvik, Police Chief Rasic, Administrator Holliday, Exec. Asst. Popp

Public input:

Sunriver resident Debbie Baker expressed concerns regarding the district's long-term financial solvency, especially through the end of the current levy period for the new building. She noted that while property tax revenue for Fund 715 remains consistent on average, overall revenue has declined. In addition, the FY 27 budget is trending 18% higher than the prior year. Baker recommended researching the district's health insurance model, noting that costs appear high.

She also highlighted concerns about the lack of contributions to reserves and recommended increasing reserve funding. She also suggested developing a formal reserve strategy and conducting a reserve study. Baker also noted there is currently no amount listed for the disposition of income from fixed assets and recommended one be developed. She also expressed concerns about the declining ending working capital and the projected ending working capital balance in the 717 account.

Baker raised concerns about the SROA/Police contract, emphasizing expectations for responsiveness.

Business

1. Funds 715, 716, 717 budget review and approval

The Board conducted a comprehensive review and discussion of all funds in preparation for approval to send to the Deschutes County Budget Committee. Administrator Holliday was tasked with several follow-up items to support the Board's financial review and fund approval, which included verifying assessed county property valuation information, researching alternative health insurance models to evaluate cost efficiency, and exploring potential district investment opportunities. Additionally, Administrator Holliday will verify projected increases in PERS costs, as well as identify and estimate any potential revenue from the sale of police and fire vehicles for the fixed income asset disposition.

The Board also discussed several recommendations for further evaluation, including assessing the district's long-term financial solvency through the end of the current levy period, as well as potentially implementing the formal reserve fund study and strategy. The reserve study is currently in draft form, and Administrator Holliday hopes to have the final copy for the June board meeting. Additional considerations include separating out the fire reserve program in the budget, much like police did with bike patrol. In addition, reviewing whether to separate Administrative materials and services (M&S) costs from Public Safety Building M&S costs in the budget.

At this time, the Board has not made any final decisions and agrees to finalize all fund budgets at the April 16 Board meeting.

Treasurer Zook moved to adjourn; seconded Vice Chair Shoemaker. The motion passed unanimously.

Meeting adjourned at 2:07 p.m.

Submitted by Rachel Popp

DRAFT

SUNRIVER SERVICE DISTRICT

MINUTES OF BOARD REGULAR MEETING

1:00 p.m. Thursday, April 16, 2026

Meeting In Person at Seator Hall Conference Room and Via Microsoft Teams

Call to Order: Chair Fister called the meeting to order at 1:00 PM

Pledge of Allegiance

Roll Call: Chair Fister, Vice Chair Shoemaker, Treasurer Zook, Dir. Kelley and Dir. Stephens were all present.

SROA: Ex-Officio Randy Schneider

SSD Staff: Fire Chief Boos, Police Chief Rasic, Police Lt. Van Meter, Administrator Holliday, Executive Asst. Popp

Public input: None

Consent Agenda

1. Motion to approve:

- a. March 19, 2026 Regular Board meeting minutes
- b. April 2, 2026 Special Board meeting minutes
- c. Deschutes County 911 invoice in the amount of \$22,830.63

Treasurer Zook moved to adopt the consent agenda; seconded by Vice Chair Shoemaker. The motion passed unanimously.

Old Business

2. Update: Public Safety Building Construction

Chair Fister reported that the final payment has been issued to Kirby Nagelhout Construction Company. The investigation and bidding process for deferred work remains ongoing. Concrete work on the south apron is currently underway, along with construction of the decontamination floor. Former Board Director John Ralston has agreed to return and assist with these projects.

Ex-Officio Randy Schneider joined the meeting at 1:05 p.m.

3. Update: Status of SSD Reserve Study

Administrator Holliday reported that the most recent draft of the reserve study, along with supporting financial data, has been forwarded to both Chiefs for review and confirmation. The reserve study will be separated into two funds: Fund 716 for capital items and Fund 717 for building items. A finalized version is expected in the near future.

Chief Boos joined the meeting at 1:09 p.m.

4. Update: SROA Rules and Regulations/Bike Patrol contracts

Chair Fister reported SROA notified SSD it will not pursue the rules contract for this year. Administrator Holliday is coordinating with SROA to reconcile previously paid funds for bike patrol with Rules and Regulations services already rendered for quarter 1, with final adjustments expected.

Discussion was held regarding the SROA Rules and Regulations/Bike Patrol contract. Chief Rasic clarified that without a contract, SSD lacks statutory authority to enforce HOA rules. He emphasized continued collaboration with SROA and reaffirmed SSD's focus on public safety.

Discussion included the continued role of the Volunteer Citizen Patrol, which will support education and visibility on pathways but will not perform enforcement duties. Chief Rasic stated that response to

incidents will be handled on a case-by-case basis, with coordination among relevant agencies and notifications to SROA as appropriate.

Chair Fister noted that public safety matters remain under SSD jurisdiction. Chief Rasic added that parking-related issues will be handled based on location and authority, with roadway obstructions addressed by law enforcement under ORS, and other matters deferred to SROA.

Chief Rasic and Dir. Stephens emphasized the importance of coordinated public communication with SROA, focusing on clear, non-adversarial messaging. Ex Officio Schneider added that communications should also be shared with rental agencies.

5. Update: Caldera/Crosswater expansion

Vice Chair Shoemaker reported he is awaiting a response from legal counsel regarding their findings. He noted an initial expectation of a relatively quick turnaround, with an update anticipated by this point. However, counsel has indicated the complexity of the issues may require additional time for review. He reiterated that, although a response was expected sooner, they will continue to await further legal guidance.

6. Update: Nominating Committee Update and Status of Board Candidate Nominations

Chair Fister reported the application process concluded the previous day, with a sufficient number of qualified applicants to fill the open seats. He added that review of the applicants is scheduled to be discussed next week by the SSD Nominating Committee.

New Business

7. Monthly Chief/Administrator's Reports

Fire Department

Fire Chief Boos reviewed the Sunriver Fire Department March Activity Report with the Board, which included updates on calls for service as well as administrative and operational activities. Refer to page 46 of the 4.16.26 Board meeting packet for the full report, or [click here](#).

Police Department

Police Chief Rasic reviewed the Sunriver Police Department March Activity Report with the Board, which included updates on calls for service as well as administrative and operational activities. Refer to page 65 of the 4.16.26 Board meeting packet for the full report, or [click here](#).

Administration

Administrator Holliday reviewed the monthly administrative report with the Board, including updates on financial activities, human resources, and operations. Refer to page 70 of the 4.16.26 Board meeting packet for the full report, or [click here](#).

8. Motion to approve FY 2026/27 Operating Budget (715 account)

Chair Fister stated that the SSD Board oversees district finances and historically approves the budgets prior to submission to the Deschutes County Budget Committee. The budgets are then forwarded to the Deschutes County Commissioners, the SSD governing body, for final approval.

Chair Fister noted a special meeting was held on April 2, 2026, to review the budgets in detail. Administrator Holliday confirmed no significant changes have been made since that meeting.

Dir. Stephens moved to approve FY 2026/27 Operating Budget (715 account); seconded by Treasurer Zook. The motion passed unanimously.

9. Motion to approve FY 2026/27 Reserve Budget (716 account)

Administrator Holliday confirmed no significant changes have been made since the April 2 special meeting. Chair Fister noted that the ambulance remains part of the budget requirements; however, delivery is not expected during FY 2027. At the recommendation of Deschutes County Finance, the item was included in the budget in the event delivery occurs within the fiscal year. If not, the allocated funds will carry forward to the next fiscal year.

Vice Chair Shoemaker moved to approve FY 2026/27 Reserve Budget (716 account); seconded by Treasurer Zook. The motion passed unanimously.

10. Motion to approve FY 2026/27 Public Safety Building Budget (717 account)

Administrator Holliday confirmed no significant changes have been made since the April 2 special meeting.

Dir. Stephens moved to approve FY 2026/27 Public Safety Building Budget (717 account); seconded by Treasurer Zook. The motion passed unanimously.

Chair Fister stated the district will present the budget at the Deschutes County Budget Committee on May 14. Administrator Holliday was asked to send the meeting invite out to Board members, and it is open to the public.

11. Training Session: Viewing of the OGEC Updated Public Meeting Law Class

The Oregon Government Ethics Commission stated the public meetings law training previously completed by the board no longer meets current standards, as the state has updated its training materials. Board members will be required to complete the new training video, which was moved to the end of the meeting.

12. Review: Required updates to SSD Policy, Section IV (Agendas & Meetings)

The proposed updates to SSD Policy Section 4 (Agenda and Meetings) are intended to bring the district into compliance with new requirements from the Oregon Government Ethics Commission, which now oversees public meeting policies in Oregon. The policy itself remains largely the same in substance but has been expanded to provide more detailed guidance and clearer language throughout.

Additional updates include a new section addressing meetings held by electronic means, as well as more explicit language outlines when executive sessions are permitted, including specific references to applicable Oregon Revised Statutes. The policy also now includes provisions for accessibility, such as interpreters for individuals who are hearing impaired, along with other minor adjustments to ensure full compliance with current state requirements.

The board reviewed the updates with formal approval planned for next month. The revised draft and clean version are included in the public meeting packet, page 113 [click here](#).

13. Review and Approve: March 2026 unaudited financials

Fund 715

Administrator Holliday reported the 715 fund tax revenues are slowly still trickling in. She discussed the reconciliation of SROA contract payments for rules and regulations and bike patrol.

Police Department salaries and benefits are currently below budget for the year, and overall materials and services are also well under budget, with no major concerns noted aside from minor fluctuations in smaller line items.

For the Fire Department, salaries are tracking on target, and benefits are slightly above projections but not significantly. Materials and services remain below budget, and when excluding reimbursable conflagration overtime, overall overtime costs are also well below budget.

Bike patrol shows no financial activity.

Administration salaries, benefits, and materials and services are all below budget.

A planned \$150,000 transfer to the reserve fund is expected to be completed in May following account reconciliation, with further discussion scheduled regarding reserve funding, particularly in light of no reserve fund transfer budgeted for next year.

Fund 716

Administrator Holliday reported most capital purchases have been completed and invoiced. All items have come in at or under budget.

Fund 717

Administrator Holliday reported sufficient funds remain available to complete deferred projects this fiscal year, if necessary. If the projects are not completed this year, the associated costs have already been incorporated into next year's budget. At this time, no significant additional expenses are anticipated, and no budget adjustments are expected to be needed.

Dir. Stephens moved to approve the March 2026 unaudited financials; Treasurer Zook seconded. The motion passed unanimously.

14. SROA Board Meeting Update

Ex-Officio Schneider provided an update on recent SROA Board meetings, which included: the joint meeting with the Deschutes County Commissioners, traffic and infrastructure improvements in the Business Park and on Spring River Road, and the fiber optic/TDS project.

Other Business: None

Fire Chief Boos, Police Chief Rasic, Ex-Officio Randy Schneider exited the meeting at 2:12 PM

11. Training Session: Viewing of the OGEC Updated Public Meeting Law Class (moved from above)

Vice Chair Shoemaker, Treasurer Zook, Director Kelley, Director Stephens, and Administrator Holliday were all present; Chair Fister joined virtually. All viewed the OGEC updated public meeting law class.

Motion to Adjourn

Director Kelley moved to adjourn; seconded by Treasurer Zook. The motion passed unanimously.

Meeting adjourned at 2:39 p.m.

Submitted by Rachel Popp

ZIONS BANK

SUNRIVER SERVICE DISTRICT
PO BOX 2108
SUNRIVER, OR 97707

Commercial Loan Statement

Wire Instructions:

Zions Bank
ABA #124000054
Account #696600-0539 (Wire Clearing Acct)

Loan Number: 1010000688281

Account Number	1010000688281	SUNRIVER SERVICE DISTRICT	Bill Generation Date	05/03/2026
Bill Number	10100010100006882810503202601		Bill Due Date	06/01/2026
Bill Regeneration Date			Deferred Amount	0.00
Bill Status	1:Unpaid <input type="checkbox"/>			
MAPR	0.00			

Components	Billed	Paid	Unpaid	Adjusted
Principal	670,000.00	0.00	670,000.00	
Interest	81,235.39	0.00	81,235.39	
Commitment Interest	0.00	0.00	0.00	
Default Interest	0.00	0.00	0.00	
Fees	0.00	0.00	0.00	
Late Fee	0.00	0.00	0.00	
Escrow Tax	0.00	0.00	0.00	0.00
Escrow Insurance	0.00	0.00	0.00	0.00
Escrow Replacement Reserve	0.00	0.00	0.00	0.00
Force Placed Insurance	0.00	0.00	0.00	
Total	751,235.39	0.00	751,235.39	
Minimum Due	751,235.39			

Please Retain Top Portion For Your Records, Return Bottom Portion With Your Payment.

ZIONS BANK

Commercial Loan Statement Coupon

ONE SOUTH MAIN, SUITE 1700
SALT LAKE CITY, UT 84133
1-801-844-7769

Account Number: 1010000688281
Due Date: June 1, 2026
Total Amount Due: \$751,235.39

SUNRIVER SERVICE DISTRICT
PO BOX 2108
SUNRIVER, OR 97707

Amount Enclosed: _____

SUNRIVER SERVICE DISTRICT
Managing Board
Sunriver Service District Policy Update: Section IV, Agenda & Mtgs
2026-004

Whereas, the Sunriver Service District (hereinafter “District”) was created on June 12, 2002 by Order No. 2002-085 of the Deschutes County Commissioners; and

Whereas, the Deschutes County Commissioners, acting as the Governing Board of the Sunriver Service District on June 26, 2002 in Agreement No. 2002-147 did specify that the Sunriver Service District provide law enforcement, fire prevention and protection services, and emergency medical services; and

Whereas, the Deschutes County Commissioners, acting as the Governing Body of the District, on June 26, 2002 in the Memorandum of Understanding Contract No. 2002-201 and Agreement No. 2002-147, as amended on January 31, 2005 under Document 2005-011, did delegate managing authority for the District to the District Managing Board created within those documents; and

Whereas, the Sunriver Service District is subject to Oregon Public Meetings Law and oversight by the Oregon Government Ethics Commission; and

Whereas, the Board desires to update Section IV – Agenda & Meetings of the District Policy Manual to ensure compliance with current Oregon Public Meetings Law requirements and Oregon Government Ethics Commission guidance regarding meeting notices, executive sessions, electronic meetings, and public access;

Now, Therefore, Be It Resolved that the Board of Directors of the Sunriver Service District hereby adopts the revised Section IV – Agenda & Meetings policy attached hereto and incorporated herein by reference, starting at the approved date.

Dated this 21st day of May, 2026.

Jim Fister, Chair

SUNRIVER SERVICE DISTRICT POLICIES

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I. DISTRICT POLICY

A. POLICY STATEMENT

The primary duty and function of the Board of Directors of the Sunriver Service District (The District) is to establish policies for the governance of the District. The Board shall carry out its duty as the policy making body of the District to ensure the fiduciary and service standards of the community are met. It is the policy of the Board to delegate to the Fire Chief, Police Chief and the Administrator the responsibility for the day-to-day administration of the District, in a manner consistent with policies and directions of the Governing Body and Board of Directors.

Policies shall comply with all applicable federal, state and local laws and regulations and labor agreements. If any policy or portion thereof is found to conflict with any local, state, or federal law regulation, or labor agreements, such policy, or such portion thereof, shall be deemed void without further Board action. It shall be the responsibility of any Board member with such knowledge to bring any conflict to the Board's attention immediately.

The District strictly prohibits discrimination and harassment. Unlawful conduct described in the Employee Handbook, including workplace harassment, applies to all employees, volunteers, interns and appointed public officials of the District ("covered individuals"), in accordance with applicable law.

The Board shall base its policies and resolutions on the best available information and input from affected parties. Whenever the Board enacts, amends, or repeals any policy, it shall follow a two-step process:

1. The introduction and discussion of a proposed policy, adoption, repeal, or amendment in one meeting, after placement on the meeting agenda.
2. At the next regularly scheduled Board meeting further deliberation, if desired, a motion and a vote on the proposed policy, adoption, repeal, or amendment can be taken. Adoption, amendment or repeal of Board policies requires a majority vote of the Board of Directors.

The Chair of the Board or designee is responsible to ensure a periodic review of the policy manual and to bring updates to the Board for consideration. All board members, the police chief and the fire chief will maintain an updated manual.

The Policy and Procedures Manual is a public record. At least one copy of the updated Policy Manual shall be available for inspection and use by the public at the District's main business office.

B. VIOLATIONS OF DISTRICT POLICY

It is the responsibility of the Board Chair to address violations of District policy by directors in a timely and appropriate manner. If the Chair is the director violating District policy, the Vice-Chair shall address the violation. It may be a matter of re-training and/or an informal admonition. Depending on the seriousness of the violation, the full Board may address the violation or refer the matter to the Deschutes County Board of Commissioners as the Governing Body of the District.

C. POLICE AND FIRE DEPARTMENT POLICY

It is the responsibility of the Police and Fire Chiefs to maintain department policies that are current with best practices of their professions. Appropriate legal review is required of department policies. This can be accomplished by the District counsel or policies that are contracted with a reputable provider approved by the District Managing Board. Ongoing periodic review by the chiefs will ensure manuals are up to date with best practices and law changes. If there are discretionary changes in department policy, the Chief will inform the board at a regular board meeting.

C. INSURANCE & LIABILITY COVERAGE

The District shall maintain appropriate levels of insurance coverage, including worker's compensation, property and liability coverage. The District shall indemnify and hold harmless employees and volunteer board members who are operating within the course and scope of their assigned duties. The Police Chief, Fire Chief and Administrator shall inform the Chair in a timely manner of significant events which could present potential liability exposure to the District.

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II. ETHICS

A. ETHICAL STANDARDS

Board members act as representatives of the citizens of the District. Therefore, Board members shall adhere to the highest standards in the conduct of District business, as set forth in Oregon Revised Statutes (ORS), Chapter 244. By definition Board members are public officials and must comply with public employee ethics rules.

The Oregon Ethics Commission (OGEC) is charged with regulating the activities of public officials in three areas: financial disclosure, prohibition against the use of office for financial gain, and conflicts of interests.

1. Prohibition Against Use of Office for Financial Gain

ORS 224.040 states, "No public official shall use or attempt to use official position or office to obtain financial gain or avoidance of financial detriment that would not otherwise be available but for the public official's holding of the official position or office..." This provision is the basis for violations relating to use of public equipment and accepting offers for discounted rates from merchants and service providers. The prohibition does not include reimbursement of expenses, honoraria and unsolicited awards for professional achievement.

2. Conflicts of Interest

Oregon Government Ethics Law identifies two types of conflicts of interest: An actual conflict of interest and a potential conflict of interest. A public official is met with a conflict of interest when participating in official action which could or would result in a financial benefit or detriment to the public official, a relative of the public official or a business with which either is associated.

A public official is met with an **actual** conflict of interest when the public official participates in action that **would** affect the financial interest of the official, the official's relative or a business with which the official or a relative of the official is associated. The public official must announce the nature of the conflict and not discuss or take any official action on the issue.

A public official is met with a **potential** conflict of interest when the public official participates in action that **could** affect the financial interest of the official, the official's relative or a business with which the official or a relative of the official is associated. The public official must announce the nature of the conflict and may discuss and take official action on the issue.

At each session or meeting at which the issue is addressed, the official must make the same public disclosure. However, the official is required to make the announcement only once at each meeting, even if the issue involves a series of votes.

The District recognizes board members may be active in various organizations or groups throughout the Sunriver community, Deschutes County and the State of Oregon. These organizations may have relationships with the District and a board member's association with these organizations or groups may create an actual, potential or appearance of a conflict of interest. The Board member has the obligation to identify their association any time action will be taken by the District affecting the organization or group.

In addition, board members may not be employed or a part of volunteer programs of the District or any of its departments. This does not preclude board members from volunteering at singular events of the District, Police or Fire Departments.

3. Gifts

"Gift" means something of economic value given to the public official or a relative member of the household of the public official. It is offered without cost or at a discount or as a forgiven debt and the same offer is not made or available to the general public. If the source of the offer of a gift to a public official has an administrative interest in the decisions or votes of the public official, the public official can only accept gifts from that source when the aggregate value of the gifts does not exceed \$50 in a calendar year.

B. CODE OF ETHICS

The Board believes that it is expedient and proper to adopt a Code of Ethics in order to establish a standard code of conduct for the Board and the board members as they carry out the business of the District. The Board is committed to excellence in leadership that results in the highest quality of service to its residents, taxpayers and employees.

1. We, as a Board, shall maintain an environment emphasizing the dignity of each individual Board member, the importance of respect for the style, values and opinions of one another, and encouraging responsiveness and attentive listening in our communications.
2. We, as a Board, recognize that our primary responsibility is the formation and evaluation of policy; the employment of a Fire Chief, a Police Chief and a Administrator to be in charge of the District business under the direction of the Board; and to discharge other duties as directed by Board policy. Matters concerning the operational aspects of the police and fire departments shall be the responsibility of the respective chiefs.
3. We, as a Board, commit ourselves to the highest standards of ethical conduct and behavior. We shall hold no secret meetings, have no hidden agendas, nor engage in gossip. We shall conduct the business affairs of the District before general public in accordance with Oregon law.
4. We, as a Board, shall be committed to supporting Board action. The Board agrees that, while an individual Board member may disagree with a policy or action adopted by majority vote of the Board, he/she should support the policy or action, once adopted, as being the considered judgment of the Board. An individual Board member shall have the right and duty to present evidence and argument to the Board on a Board issue, and the Board shall have the duty to consider or reconsider the issue upon proper evidence. We acknowledge the right of individuals to disagree with ideas, without being disagreeable.
5. We, as a Board, shall recognize the work of the District as a team effort. All Board members shall work together in a collaborative process, assisting each other and the Chair in conducting the affairs of the District.
6. We, as a Board, when responding to citizen requests or concerns, shall be courteous, respond to individuals in a positive manner and, when appropriate, route such concerns and interests through the District staff.

7. As individual Board members, we shall each operate as a part of the whole. Issues will be brought to the attention of the Board as a unit, rather than to individual members selectively. Members of the Board recognize that, except when acting on behalf of the Board with the express permission of the Board on a specific area granted in an open meeting, the authority of each individual Board member is equal only to the rights and authority of a private citizen or taxpayer.
8. We, as a Board, agree that matters discussed in executive session are confidential until such time as the Board takes action in open session. Individual Board members shall not discuss details of an executive session without others unless authorized by the Board.
9. We, as a Board, will prepare for each Board meeting by reviewing provided material in board packets

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III. POWERS & DUTIES OF THE MANAGING BOARD

A. BOARD AUTHORITY

Authority is granted to the District by the Governing Body pursuant to ORS 451. 485. The District may acquire, construct, maintain and operate any one or more of the service facilities: Fire prevention and protection; Security services provided by agreement; Law enforcement services; and Emergency medical services, including ambulance services. The Management Agreement with the Governing Body is attached as Appendix C.

B. BOARD ADOPTION, AMENDMENT, AND REPEAL ORDINANCES

The Board shall recommend to the Governing Body ordinances it feels are necessary. Whenever the Governing Body enacts, amends or repeals any ordinance, it shall do so in accordance with ORS 198.510 to 198.600.

C. BOARD MEMBERS AUTHORIZED BY OFFICIAL BOARD ACTION ONLY

No individual Board member may speak for or act on behalf of the Board or District, except as authorized to do so by official Board action as recorded in the official minutes, guidelines or policies of the District.

D. BOARD MEMBER EDUCATION

1. In order to carry out their duties, Board members must be adequately informed. Members are encouraged to review board meeting packets thoroughly prior to Board meetings, attend conferences and other training programs as the Board may authorize.
2. New Board members shall be provided assistance through an orientation by the chair and/or administrative staff. They will also be provided a current copy of the Board Reference manual. Additionally, the Police and Fire Chief will explain their operations, providing appropriate information on request.

E. DUTIES OF OFFICERS AND COMMITTEES

Officers of the District shall be elected by a majority vote of the Board. Nominations will be requested and announced at the September monthly meeting of each year, and Elections shall be held at the meeting in October. Terms of office are one year and there are no limitations on the number of terms officers can serve. Should an officer vacancy occur mid-year, an election shall be held to fill the remainder of the term of office.

The Finance and Executive Advisory committees are the only standing committees. The Board may create other committees, as needed, to work on specific projects to develop material for Board consideration. The Board shall provide the scope of work for any committee created. Committees of the Board have no authority to make decisions, rather they are tasked with bringing information to the Managing Board for consideration and action. Other committee members may be appointed at the discretion of the chair.

1. Duties of the Chair
The Chair shall preside at Board meetings, approve meeting agendas, call special meetings, as described by Oregon Meetings Law and sign official District documents on behalf of the Board when authorized to do so by a majority vote. The Chair is also responsible for ensuring the development of a succession plan for board members serving in elected positions.
2. Duties of the Vice-chair

The Vice-chair shall have all the powers of the chair in the absence of the Chair.

3. Duties of the Treasurer

The Treasurer is the designated budget officer, per ORS 294.331. The Budget Officer shall manage the process for development and approval of the District's annual budget. The Budget Officer shall coordinate the process among the staff, the Budget Committee and the District Managing Board, including the submission to the Deschutes County Commissioners.

The Treasurer shall ensure accurate accounting and financial records are maintained by the District; annually reviews the financial audit, facilitates the audit presentation to the Board; advises the Budget Committee; prepares appropriate financial forecasts; and any other financial tasks requested by the Board.

4. Duties of the Public Safety Building Liaison

The Public Safety Building Liaison is a temporary position appointed by the Board for the duration of the Public Safety Building construction. The Liaison is the designated point of contact between the Owner's Representative/Project Manager and the Board for the Public Safety Building construction project. This position will ensure a close working relationship between the SSD Board and the construction team. The Liaison shall provide oversight for expenses, construction timelines, and various decisions given through Board Authority. This position will also provide updates and share pertinent information.

5. Duties of the Executive Advisory Committee

The Executive Advisory Committee shall consist of the Chair, two additional Board members, the Police Chief, the Fire Chief and the Administrator. The Board members will be rotated on this committee at the direction of the chair. The purpose of the committee shall be to support the efficient functioning of both departments. The committee will meet periodically to address emerging issues within the District and departments. The committee will advise on staff work to prepare issues for full Board consideration and the Board meeting agenda. The Chair will report discussion items to the full board after each Executive Advisory Committee meeting.

F. USE & CARE OF DISTRICT EQUIPMENT

1. I-Pads issued to Board Members are to be utilized for District business only. Members may not download unauthorized applications. Permission may be requested if there is a need of other applications or programs to further work for the District.
2. Care will be taken to maintain District equipment in proper working order. If there is need for repair, the Board member shall coordinate all repairs through the Administrator.
3. District equipment shall be returned to the District after the Board member is no longer a member of the Board of Directors.

G. PERSONNEL EVALUATION

1. The Board shall evaluate the Police Chief, Fire Chief and the Administrator on an annual basis. Input from the Chiefs/Administrator, board members, employees

and community partners can be considered. The evaluation should address the operational competencies, staff development, community engagement, and fiscal accountability. Development of future goals should be part of the annual review.

2. The Police Chief and Fire Chief are responsible for ensuring their staff are evaluated on an annual basis. The process used should be consistent with best practices for employee development and accountability.

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IV. AGENDAS & MEETINGS

A. PREPARATION FOR BOARD MEETINGS

1. Distribution of Materials to Board Members

The agenda, chief executive officer's report, treasurer's report, and statement of bills shall be given to each member of the Board of Directors at least four (4) days prior to any regularly scheduled Board meeting.

At the same time, the Chief Executive Officer shall provide members with detailed information relative to the agenda, including existing Board policy pertinent to Agenda items.

2. Distribution of Agenda to the Public

The proposed agenda will simultaneously be distributed to all District offices and other facilities, local and other news media, and posted at one or more locations convenient for review by District personnel and the public.

B. BOARD MEETING AGENDA

The Chair of the Board shall approve requests for agenda items can be made by Board members to the chair prior to the public notice of the agenda. A Board member may also make an agenda item request at a regular meeting to be included at the next scheduled board meeting. The following general order shall be observed:

- Call to order
- Pledge of Allegiance
- Roll call for Board members
- Public input
- Consent Agenda, to include minutes of the previous meeting and other routine items
- Old Business
- Staff reports by Police Chief, Fire Chief and Administrator
- Review of monthly financial statements
- Other New Business

C. NOTICE OF MEETINGS

1. Notice of the time, place, and principal subjects to be considered shall be given for all meetings. The notice shall be in the form of an agenda, which shall be sent to all Board members, local media, and to all persons or other media representatives having requested notice in writing of every meeting. The agenda will also be published on the District's website.
2. Written notice shall also be sent to any persons who the District knows may have a special interest in a particular action, unless such notification would be unduly burdensome or expensive. For emergency meetings, the District shall give as much notice as possible under the circumstances, but at minimum will contact local media to inform them of the meeting.

D. MEETINGS

1. All meetings shall be conducted in accordance with the Oregon Public Meetings Law, ORS 192.610-192.705.

All meetings shall be held within the geographic boundaries of the District, unless extenuating circumstances exist. In the event of extenuating circumstances, the meeting will be held at the nearest practical location.

No meeting shall be held in any place where discrimination on the basis of race, creed, color, sex, age, national origin, or disability is practiced. All meetings shall be held in places accessible to the handicapped.

2. Meetings Held By Electronic Means

- a. All meetings of the Board, excluding executive sessions, must provide to members of the general public, to the extent reasonably possible, an opportunity to:
 - i. Access and attend the meeting by telephone, video or other electronic or virtual means;
 - ii. If in-person oral testimony is allowed, submit during the meeting oral testimony by telephone, video or other electronic or virtual means; and
 - iii. If in-person written testimony is allowed, submit written testimony, including by electronic mail or other electronic means, so that the governing body is able to consider the submitted testimony in a timely manner.

3. Regular Meetings

The Board shall hold regular monthly meetings on the third Thursday of each month. Such meetings shall be held at the Sunriver Public Safety Building facility at 1:00 p.m., or at such other places and times as the Board may designate from time to time.

4. Special Meetings

The Board may hold special meetings at the request of the chair or any four members of the Board, after compliance with public meeting notice requirements, as set forth in this policy. If the Chair is absent from the District, special Board meetings shall be held upon less than 24 hours' public notice.

5. Emergency Meetings

When a true emergency exists, and emergency meeting may be held with less than 24 hours' notice at the request of persons entitled to call special meetings. An emergency exists where there are objective circumstances which, in the judgment of the person or persons calling the meeting, create a real and substantial risk of harm to the District which would be substantially increased in the Board were to delay in order to give 24 hours' notice before conducting a meeting. The convenience of Board members is not grounds for calling an emergency meeting.

At the beginning of any emergency meeting, the Board member(s) calling such a meeting shall recite the reasons for calling the meeting, and the reasons the meeting could not have been delayed in order to give at least 24 hours' notice. The reasons for the emergency meeting shall be noted in the minutes. The Board shall then determine if the reasons are sufficient to hold an emergency meeting and, if not, shall immediately adjourn such meeting. Only business related directly to the emergency shall be conducted at the emergency meeting. An emergency meeting must meet quorum requirements.

6. Executive Sessions

a. Notice for a meeting called solely to hold an executive session shall be given in the same manner as notice for regular, special and emergency meetings set forth above. The notice shall indicate the general subject matter to be considered and set forth the statutory basis for calling the executive session.

b. No Final Decisions

The Board may fully discuss board members' views but may not make any final decisions during any executive session.

c. Authorized Purposes

The governing body of a public body may hold an executive session:

- a. ORS 192.660(2)(a). To consider the employment of a public officer, employee, staff member or individual agent if:
 - i. The District has advertised the vacancy;
 - ii. The Board has adopted regular hiring procedures;
 - iii. In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and
 - iv. In the case of a chief executive officer, the governing body has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.
- v. This authority does not apply to:
 1. The filling of a vacancy in an elective office.
 2. The filling of a vacancy on any public committee, commission or other advisory group.
 3. The consideration of general employment policies.
 4. The employment of the chief executive officer, other public officers, employees and staff members of a public body when the procedures listed above have been followed.
- b. ORS 192.660(2)(b). To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
- c. ORS 192.660(2)(c). To consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 to 441.119 and 441.993 including, but not limited to, all clinical committees, executive, credentials, utilization review, peer review committees and all other matters relating to medical competency in the hospital.
- d. ORS 192.660(d). To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- e. ORS 192.660(e). To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- f. ORS 192.660(f). To consider information or records that are exempt by law from public inspection.
- g. ORS 192.660(g). To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.

- h. ORS 192.660(h). To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
- i. ORS 192.660(i). To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
- j. ORS 192.660(j). To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.
- k. ORS 192.660(k). To consider matters relating to school safety or a plan that responds to safety threats made toward a school.
- l. ORS 192.660(l). If the governing body is a health professional regulatory board, to consider information obtained as part of an investigation of licensee or applicant conduct.
- m. ORS 192.660(m) If the governing body is the State Landscape Architect Board, or an advisory committee to the board, to consider information obtained as part of an investigation of registrant or applicant conduct.
- n. ORS 192.660(n). To discuss information about review or approval of programs relating to the security of any of the following:
 - i. A nuclear-powered thermal power plant or nuclear installation.
 - ii. Transportation of radioactive material derived from or destined for a nuclear-fueled thermal power plant or nuclear installation.
 - iii. Generation, storage or conveyance of:
 - 1. Electricity;
 - 2. Gas in liquefied or gaseous form;
 - 3. Hazardous substances as defined in ORS 453.005 (7)(a), (b) and (d);
 - 4. Petroleum products;
 - 5. Sewage; or
 - 6. Water.
 - iv. Telecommunication systems, including cellular, wireless or radio systems.
 - v. Data transmissions by whatever means provided.
- o. ORS 192.660(o). To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces.
- p. ORS 192.660(p). To consider matters relating to cyber security infrastructure and responses to cyber security threats.
- q. ORS 192.660(3). Labor negotiations IF negotiators for both sides request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.

7. Interpreters for the Hearing Impaired

The District shall comply with ORS 192.630(5) regarding the provision of interpreters for the hearing impaired at Board meetings, in accordance with the following rules:

The District shall make a good faith effort to have an interpreter for hearing impaired persons provided at any regularly scheduled meeting if the person

requesting the interpreter has given the District at least 48 hours' notice of the request, provided the name of the requester, the requester's sign language preference, and any other relevant information which the District may require. "Good faith efforts" shall include contacting the Oregon Disabilities Commission, or other state or local agencies that maintain a list of qualified interpreters.

If a meeting is held upon less than 48 hours' notice, the District shall make reasonable efforts to have an interpreter present.

The requirement for an interpreter does not apply to emergency meetings.

The chief executive officer shall be responsible for developing and maintaining a list of qualified interpreters and is responsible for arranging for attendance of an interpreter at any meeting for which an interpreter is requested.

E. CONDUCT OF BOARD MEETINGS

1. The Chair shall preside at Board meetings. In the Chair's absence, the Vice-Chair shall preside. If both the Chair and Vice-Chair are absent, any other member of the Board may preside. The Chair or other presiding officer at any Board meeting shall have full authority to conduct the meeting. Meetings shall be conducted in such a manner as to provide a full and fair opportunity for discussion of the issues in an efficient and timely manner. Any decision of the Chair or other presiding officer at the meeting may be overridden by a majority vote of the Board.
2. Before adjourning into executive session, the Chair or other presiding officer shall announce the statutory authority for the executive session and shall direct any representatives of the news media who are present not to report on the subject matter of the executive session. Board members, staff and other persons present shall not discuss or disclose executive session proceedings outside of the executive sessions without prior authorization of the Board as a whole.
3. **Conduct of Executive Session**
The President or other presiding officer shall announce the statutory authority for the executive session before going into closed session. Once the executive session has been convened, the President shall direct any representatives of the news media who are present not to report information from the executive session. Board members, staff and other persons present shall not discuss or disclose executive session proceedings outside of the executive session without prior authorization of the Board as a whole.

F. PUBLIC INPUT / PARTICIPATION

If public input is to be a part of the meeting, the presiding officer may regulate the order and length of appearances, and limit appearances to presentations of relevant points. Persons failing to comply with the reasonable rules of conduct outlined by the presiding officer, or causing any disturbance, may be asked or required to leave. Any individual who fails to leave the premises when asked to do so may be treated as a trespasser, and law enforcement personnel may be contacted to remove the individual.

G. ELECTRONIC EQUIPMENT

The presiding officer shall inform persons attending any meeting of the District Board of reasonable rules necessary to ensure an orderly and safe meeting, including rules related to the operation of electronic recording equipment. The physical comfort and safety of members of the Board and the public attending the meeting shall be of primary concern in formulating such rules.

H. VOTES OF THE BOARD

Votes shall be recorded, including how each Board member voted on each issue. Secret ballots are prohibited. Any member may request that his or her vote be changes, if such request is made prior to consideration of the next order of business. Members of the Board may append to the record, at the time of voting, a statement indicating either the reason for their vote or abstention.

I. QUORUM REQUISITES

Three (3) members shall constitute a quorum. If only a quorum is present, a unanimous vote is required to take final action. If there is no quorum present the meeting can continue, but no board action may be taken. Matters requiring action will be deferred to a future meeting.

J. CONFLICT OF INTEREST / EX PARTE CONTRACTS

All conflicts of interest shall be dealt with in accordance with ORS Chapter 244. Conflicts of interest can be actual or potential and the manner in which to declare and address these conflicts are found in Oregon statutes. In the event any member of the Board has any ex parte contact regarding a matter, the member shall declare such contract prior to participating in any vote on the matter.

K. SMOKING

Oregon's Indoor Clean Air Act prohibits smoking in District buildings and within 10 feet of all entrances, exits and accessibility ramps that lead to and from an entrance or exit, windows that open and air-intake vents. "Smoking" includes cigarettes, cigars, pipes, and the use of "inhalant delivery systems" (vaping); and other devices. The Board may adopt anti-smoking policies that are stricter than state law and prohibit smoking on District properties other than buildings.

L. ADJOURNMENT

Upon completion of the entire agenda, or at an hour pre-determined for the meeting to end, a board member shall make a motion to adjourn the meeting. Another board member shall second the motion, and the board chair (or acting board chair) shall declare the meeting adjourned.

Special circumstances: in the case of emergency circumstances (medical emergency, threat to public safety, etc.), the meeting may be adjourned without motion or preamble. If a loss of board quorum occurs for any reason during the course of the meeting, the meeting is considered adjourned at that point. The minutes of the meeting shall reflect how and why the meeting was adjourned.

M. MINUTES OF MEETING

The Board shall keep written minutes of all of its meetings in accordance with the requirements of ORS 192.650. Minutes need not be verbatim transcripts but must give a true reflection of matters discussed at the meeting and the views of the participants.

1. Minutes of public meetings shall include at least the following information.
 - a. All members of the Board present.
 - b. All motions, proposals, resolutions, orders, ordinances and measures proposed at their disposition.
 - c. Results of votes, including the vote of each member by name.
 - d. The substance of any discussion on any matter.
 - e. Subject to ORS 192.410-192.505 relating to public records, a reference to any document discussed at the meeting.
2. Minutes of executive sessions shall be kept separately from minutes of public meetings. Minutes of executive sessions may be kept either in writing, in the same manner as minutes of public sessions, or by tape recording. If minutes of an executive session are kept by tape recording, written minutes are not required, unless otherwise provided by law. ORS 192.650(2) Disclosure of Executive Session Minutes
3. If disclosure of material in the executive session minutes would be inconsistent with the purpose for which the executive session was held, the material may be withheld from disclosure. No executive session minutes may be disclosed without prior authorization of the Board.
4. Any tape recordings or written minutes of public Board meetings or executive sessions shall be retained by the District until such time as their disposal is authorized by the State Archivist pursuant to ORS 192.105.
5. Written minutes of public sessions shall be made available to the public within a reasonable time after the meeting.

V. PUBLIC RECORDS

A. COMPLIANCE

The District shall fully comply with the Oregon Public Records Law, ORS 192.410-192.505.

B. PUBLIC RECORD

All documents generated by a public entity are public records which must be maintained and made available upon request.

1. Email correspondence pertinent to the business of the District shall be handled appropriately. Board members are advised their communications are a matter of public record and may be required to be disclosed as outlined in Oregon State Law, which governs communications between members of a public body.
 - a. District staff will be the administrator of the District's email and will comply with retention requirements.
 - b. Each Director will be provided a specific email address to be used for all communications relating to District business while serving on the Board. Directors are discouraged from using personal email for District business as it could expose their personal account to public disclosure. In the event a Director uses a personal email account for District business, the District email (ssdadmin@sunriversdor.gov) shall be copied so that proper public records are retained and maintained.

C. PUBLIC INFORMATION REQUESTS

1. Specificity of Request: In order to facilitate the public's access to records in the District's possession, and to avoid unnecessary expenditure of staff time, persons requesting access to public records for inspection or for copies of public records, shall submit a written request on the appropriate SSD Public Records Request Form specifying the records requested with particularity, furnishing the dates, subject matter and such other detail as may be necessary to enable the District personnel to readily locate the records sought. One SSD Public Records Request Form will be submitted for each Public Record requested.
2. Access: The District shall permit inspection and examination of its non-exempt public records during regular business hours in the District's offices, or in such other locations as the Board may reasonably designate from time to time. Copies of non-exempt public records maintained in machine readable or electronic form shall be furnished, if available, in the form requested. If not available in the form requested, such records shall be made available in the form in which they are maintained.
ORS 192.440(2).
3. Response Timeline: When a request is submitted in writing, the District must respond within five business days acknowledging the receipt of the request. You then have an additional 10 business days to fulfill the request or issue a written response estimating how long fulfillment will take. The District is not subject to this response timeframe if it is awaiting a response from the

requester seeking clarification of the inquiry or if the requester has not agreed to pay for the records. Other considerations that apply are:

- a) Complicated requests
- b) Large volume requests
- c) Requests involving documents not readily available or if the necessary staff are unavailable to fulfill the request

4. Certified Copies:

Certified copies of non-exempt public records shall be furnished upon request, and receipt of payment, therefore.

5. Fees for Public Records:

In order to recover its costs for responding to public records requests, the fee schedule is adopted by the District and approved by the Governing Body. The fee schedule is available in the District Office.

D. AUTHORIZATION REQUIRED FOR REMOVAL OF ORIGINAL RECORDS

At no time shall an original record of the District be removed from the District's files or the place at which the record is regularly maintained, except upon written authorization of the Board or the Board Administrator.

E. ON-SITE REVIEW OF ORIGINAL RECORDS

If a request to review original records is made, the District shall permit such a review provided that search fees are paid in advance. A representative shall be present at any time original records are reviewed, and the charges for standing by while the records are reviewed shall be the same as the charges for searching for and reviewing records.

VI. FINANCIAL MANAGEMENT

A. GENERAL FINANCIAL

1. Financial and Accounting Services

- a) The District may contact financial and accounting services.
- b) The policies are intended to govern the actions of Board members and District employees as well as any contractor engaged in carrying out the accounting services provided to the District.

2. Financial Transactions

- a) Accounting for financial transactions shall be in accordance with generally accepted accounting principles (GAAP) and with the requirements of the Governmental Accounting Standards Board (GASB).
- b) Year-End financial statements shall be prepared on the accrual basis of accounting where revenues are recorded when earned and expenses are recorded when incurred. All interim financials are on a cash basis.
- c) The District has established three funds for accounting and reporting purposes. The General Fund (715) is composed of accounts for resources and expenditures for general operations and administration. The Reserve Fund (716) accumulates funds designated for future capital projects, major repair and replacement of capital assets. The Public Safety Building Fund (717) is utilized for resources and expenditures for the construction of the Public Safety Building.
- d) Financial institutions providing banking services must be insured by the Federal Deposit Insurance Corporation, must be able to provide Collateral Pool Certificates as required by Oregon Statutes, and must be able to facilitate transfers to and from the Local Government Investment Pool.
- e) The District will maintain good relations with vendors by paying bills in a timely manner to meet each vendor's terms for payment. Invoices will be paid to optimize District cash flows while taking advantage of available discounts.

3. Internal Controls

- a) Duties will be assigned to individuals in such a manner that no one individual can control all phases of processing financial transactions in a way that permits errors or omissions to go undetected.
- b) All District bank accounts must be authorized and approved by the Board.
- c) All checks will be pre-numbered and accounted for. Voided checks will be retained and defaced. Checks will be stored in a safe place

that is available only to administrative staff that does not have signature authority. Persons with signature authority will not have access to checks.

- d) All checks must be manually signed, and the Administrator will be responsible for maintaining a current signature card with the appropriate financial institutions. Board members and the Administrator are the only persons authorized to sign District checks. Checks presented for signature must have all documentation attached.
- e) The Fire, Police and Administration Departments may each maintain a District credit card. The Chiefs shall review monthly invoices to ensure the cards are used only for legitimate District purchases. No personal expenses or cash advances may be charged to District cards. All credit card purchases must comply with regular purchasing authorization policy. Employees may be held personally liable for any purchases appearing on the credit card invoice which were not pre-approved.
- f) Personal credit cards may only be used for travel related expenses (transportation, lodging and meals) when conducting District business.

B. AUDIT

- 1. Selection of Auditor
The District shall utilize the designated auditing agency in accordance with the terms outlined in the contract signed by Deschutes County.
- 2. Purpose of Audit
The purpose of the audit is to ensure that the financial statements are properly presented in accordance with generally accepted accounting principles, and in compliance with relevant Oregon Revised Statutes, and fairly present the financial position of the District
- 3. Adoption of the Audit
The annual audit shall be presented to the Board. Summary results of the audit shall be published in the "Sunriver Scene" within ninety days following receipt of the audit report and the entire audit will be made available to members of the public on request.

C. Authorization

- 1. Purchase Orders or Check Request forms shall be approved as follows:
 - a) The Chiefs may delegate authority to for specific employees to authorize single purchases of \$250 or less, without approval of the Chief. The Chiefs may also delegate approval authority up to \$1,500 to the Deputy Fire Chief and Police Lieutenant.
 - b) A Board member, either Chief or the Administrator may authorize purchases of up to \$10,000; however, said Authorizing person may not sign the check resulting from such authorization, unless the Board authorizes the purchase before the check is signed.

- c) Purchases greater than \$10,000 must be approved by the Board by a majority vote.
 - d) In the event of a significant emergency the Chiefs may authorize expenditures greater than \$10,000 to mitigate the threat to life safety and/or property conservation. Every effort will be made to convene an emergency Board meeting as soon as practical.
2. Checks shall be signed as follows:
- a) Checks in the amount of less than \$10,000 will be signed by a Board member or the Administrator other than the member/Administrator who originally authorized the purchase, unless the Board authorizes the purchase before the check is signed.
 - b) Checks in the amount of \$10,000 or more will be signed by a Board member or the Administrator with prior authorization of the Board.
 - c) Payments of budgeted payroll and payroll-related checks, and payroll-related expenses by electronic funds transfers in any amount will be signed by a Board member or the Administrator.
 - d) Any check payable to a Board member or the Administrator must be signed by a Board member or the Administrator other than the payee.
3. Expense Reimbursement
- a) The Board shall enforce the Deschutes County Expense Reimbursement Policies for each Board member and District employee.
 - b) The Chiefs may approve all requests for reimbursement of employee expenses that do not exceed the Chiefs' purchasing authorization.
 - c) A request for reimbursement by either chief must be approved by a Board member or the Administrator. A request for reimbursement by the Administrator must be approved by a Board member.
 - d) All other requests for reimbursement shall follow the approval guidelines listed above.

D. ASSET MANAGEMENT

1. Investments

- a) Investment objectives are preservation of capital, liquidity and rate of return, in that order.
- b) All surplus District funds shall be invested with the Local Government Investment Pool managed by the Oregon State Treasurer unless the Board specifically directs the Investment Officer otherwise.
- c) In such cases, investments shall be in compliance with ORS. 294.035.

2. Accounting for Capital & Non-Capital Assets

- a) Any item of capital nature (item individually or values as a unit) with a fair market value of \$5,000 or more and expected to have a useful life between three and twenty years shall be capitalized as a fixed asset. The total acquisition cost should include delivery, taxes and costs to prepare the item for service.
- b) The Chiefs shall keep an inventory of all assets, adding assets as are they acquired and removing assets as they are disposed of. The inventory will contain the following information: asset identification number, description of asset, date of acquisition, and acquisition cost.
- c) All capital equipment shall have a replacement reserve initiated at the time of acquisition which will provide for 100% of the projected replacement cost at the end of the expected lifetime unless otherwise specified by the Board.
- d) Disposition forms shall be completed for all asset disposals and turned into the Administrator. Disposition of capital assets with a current value of \$5,000 or more shall be approved by the Board. Proceeds from the disposal of an asset should accrue to the fund used to acquire the asset and be credited to the appropriate department.
- e) The District will conduct a physical inventory of all assets annually. The results of this inventory shall be used to ensure adequate liability insurance coverage.

3. Replacement Reserves

- a) The District shall maintain a reserve fund for projects, replacement or major repair of District fixed assets which normally require replacement in whole or in part between three and twenty years. Capital expenditures will be made by the General Fund and reimbursed by the Reserve Fund.
- b) The Reserve Study estimates the funds necessary for replacement and major repair of current assets in future years. This estimate is based on the current replacement or major repair cost of each asset, the useful life of the asset, and assumptions concerning inflation and earnings. Items valued as a unit with a fair market value of \$5,000 or more with a useful life of 3 to 20 years, shall be included in the Reserve Study.
- c) To meet reserve goals, the District will contribute General Fund revenues to the Reserve Fund at an increase of 3% per year. This amount can be adjusted by Board action based on updated information obtained from the updated reserve study.
- d) The Reserve Study will be updated every three years to ensure that current replacement costs, life cycles and model assumptions are as accurate as possible. The Chiefs will prepare recommended revisions for Board approval.
- e) The Board shall authorize additions to the Reserve Study as part of the Reserve Study update. The Board may authorize additions at other times during the budget preparation process.

E. BUDGET PREPARATION, CONRTOL & FINANCIAL FORECATING

1. Budgeting

- a) District budgeting shall be in compliance with Oregon's Local Budget Law (ORS 294.305 – ORS 294.565).
- b) At the start of each fiscal budget process the Board shall provide direction to staff at a regular Board meeting.
- c) Staff will prepare a preliminary budget for the Operations account (715), Reserve account (716), and Public Safety Building account (717). The preliminary budget will be submitted to the Board at a regular meeting. The public will be invited to provide comment and ask questions.
- d) After review and modification, the preliminary budget and budget message will be approved by the Board as the District's requested budget at a subsequent Board meeting. The process shall be coordinated in a timely manner to submit to the County Commissioners by the required date. The Deschutes County Budget Committee, together with the County Commissioners, vote to approve the budget at the Deschutes County budget hearing.
- e) The approved budget and budget message are submitted to the District Governing Body. Deschutes County shall assume responsibility for compliance with all publication, notice and hearing requirements for the budget process.
- f) The District Governing Body shall adopt the approved budget prior to June 30 of each year.

2. Budget Control

- a) Expenses in major budget categories (e.g. Salaries & Benefits, Materials & Services, and Capital Outlay) in each department shall not exceed the appropriated budget for the fiscal year without Board approval.
- b) The Board shall monitor monthly financial statements to ensure that expenditures are tracking the year-to-date budget. The Board may require the Chiefs and Administration to explain variances, and/or to provide revenue and expenditure projections.
- c) A Notice of Intent to apply for grant funds must be approved by the Board before application is made. The notice must explain the grant program, its benefits to the District, the amount and source of required matching funds, impacts of the grant-funded program on operating costs and additions to reserve requirements, potential impacts when grant funds run out, potential impacts of "strings and red tape" attached to the grant, and staff time requirements to administer the grant.
- d) When grant application deadlines do not provide time for Board approval, The Chair may approve application for a grant as long as the Notice of Intent is brought to the Board as soon as possible. Such grant applications will be withdrawn if the Board does not approve the Notice of Intent.

3. Financial Forecasting

- a) After Board approval of the budget, the District Treasurer shall prepare a five-year forecast with updated figures.
- b) The forecast shall be presented to the Board for consideration in developing strategies to ensure the financial stability and planning for future expenditures of the District.

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VIII. PURCHASING AND CONTRACTING

- A. The District and Chiefs shall comply with Oregon Statutes and the Attorney General's model rules for public contracting. Appendix "E" has the Public Contracting Rules for reference.
- B. Contracts require legal review prior to Board consideration. Approval for Chair signature will be by majority vote of the Board. The Board may approve the chiefs to sign Memorandums of Understandings (MOU) and Intergovernmental Agreements (IGA). Legal review for MOU's and IGA's may be requested by the board but is not required for each one.
- C. The Police Chief and Fire Chief shall establish department purchasing policies to ensure an approval process for employees making District purchases is in place and these purchases are an appropriate use of public funds.

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SUNRIVER FIRE DEPARTMENT / Memorandum

Date: May 18th, 2026
To: SSD Board of Directors
From: Bill Boos, Fire Chief

Subject: **SSD Board Meeting – May 21st, 2026**

A) Calls for Service

- Emergency response update

B) Administrative Update

- 911 user board meeting
- Rules and regulations with SROA
- Sunriver emergency management meeting
- OFCA conference
- Upstaffing grant committee

C) Operations Update

- Central Oregon wildfire school (COWS)
- Operations meeting
- Patient care reporting class
- Extrication training – Jill Stephens observed
- Ropes training
- Blue card incident management training
- Wildland fire training RT-130

D) Community Events

- No community events were scheduled.

SUNRIVER FIRE DEPARTMENT DASHBOARD

Community ~ Honor ~ Integrity ~ Pride



April

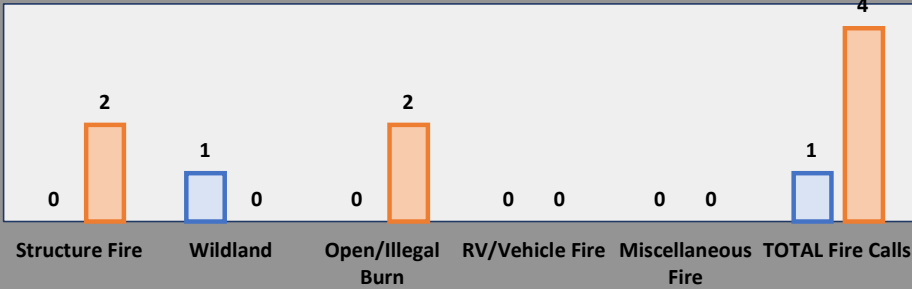
Comparison Statistics

April

2025	2026
27	43

FIRE RESPONSES

■ 2025 ■ 2026



RESPONSE TIMES (Min:Sec)

2025 2026

Turn-Out Time
(Dispatched to Enroute)

2:11 1:59

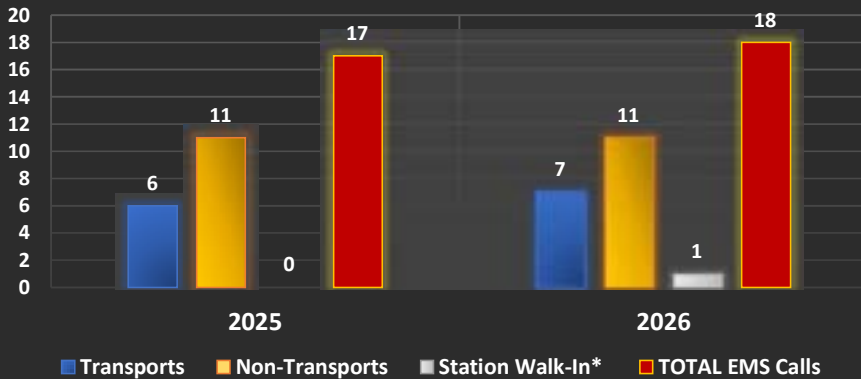
Response Time
(Enroute to Arrived)

8:06 10:01

Scene to Back In-Service

40:45 35:24

EMS RESPONSES



*Walk-ins are included in Transport / Non-Transport Totals

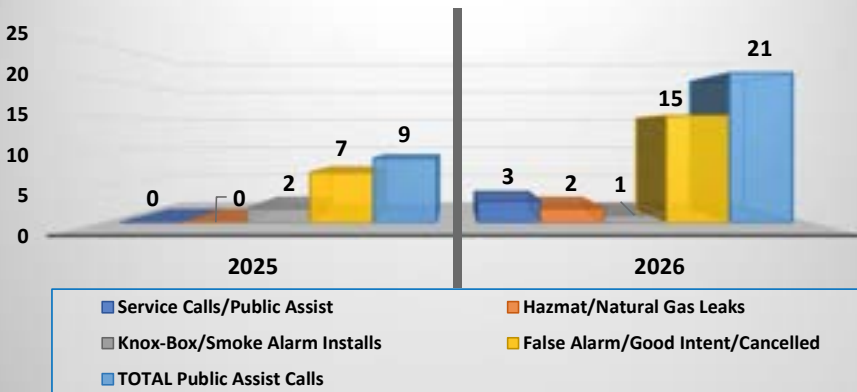
April 2025 2026

TRAINING HOURS 387 300

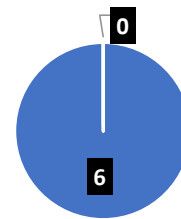
April 2025 2026

MOTOR VEHICLE CRASHES 0 1

PUBLIC ASSIST CALLS

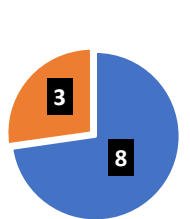


2025



■ Mutual Aid Given
■ Mutual Aid Received

2026



■ Mutual Aid Given
■ Mutual Aid Received

TOTAL CALLS (YTD)

116 147

April 2025

Ambulance Billing

\$ 13,489.80

April 2026

Ambulance Billing

\$ 17,577.20



SUNRIVER POLICE DEPARTMENT

MEMORANDUM

TO: SSD BOARD OF DIRECTORS
FROM: PETE RASIC, CHIEF OF POLICE
DATE: MAY 21, 2026
SUBJECT: APRIL 2026 ACTIVITY REPORT

Calls for Service:

See attached April 2026 calls for service (435 total calls)

- 21 investigations in April, all inside Sunriver.
- There were 51 total calls generated in Caldera Springs/Crosswater SPD officers responded to 7, 3 of which were along with DCSO.

Administrative Update:

- Contract negotiations with SPOA for CBA
- Recruitment (ongoing)
 - Morgan Jobert was given conditional job offer for Lateral Police Officer position.
 - Second applicant withdrew his application.
- Officer Conway voluntarily resigned.
- Officer Allen and Executive Assistant Fobi celebrated one year of service for the Service District.
- Sunriver Emergency Management Committee meeting

Operations:

- Drone program
 - Officer Lyman deployed to assist CERT with barricaded armed suspect.
- Officer Ardaiz began initial training for Tri-County CERT
- All sworn personnel attend training to recertify in First Aid/CPR.

Citizen Patrol:

- 110 total volunteer hours in April
 - 74 Bike Patrol Miles
 - 17 Public Assistance
 - 5 House Checks
 - 26 Patrol Hours
- All CP members attended April 24 CPR training.

Community Events:

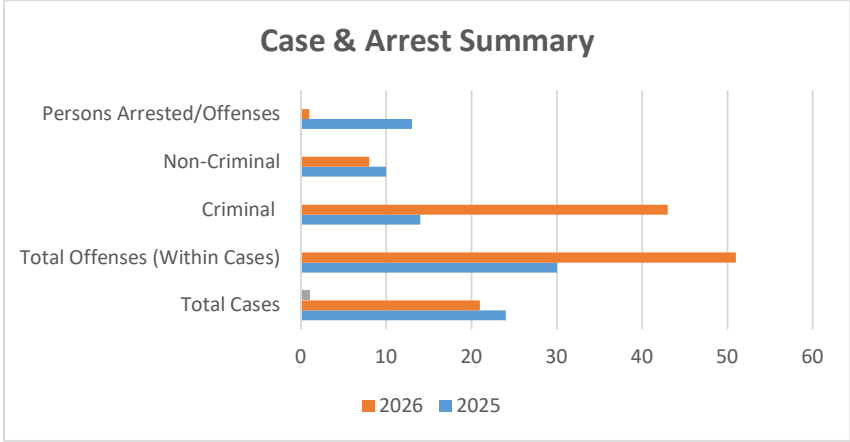
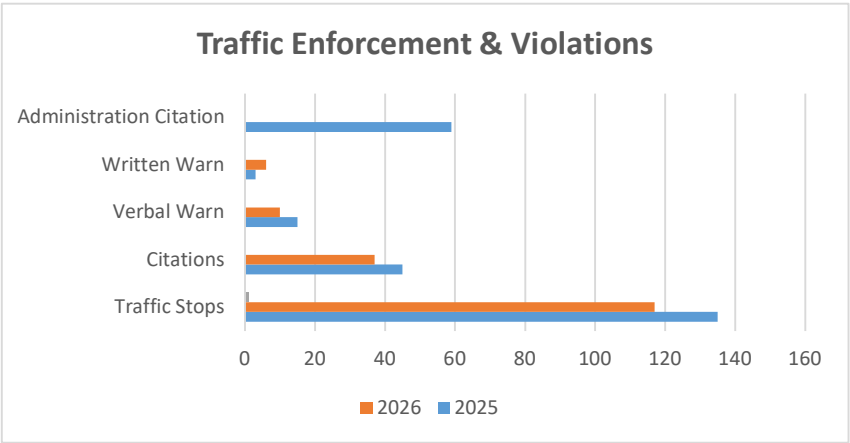
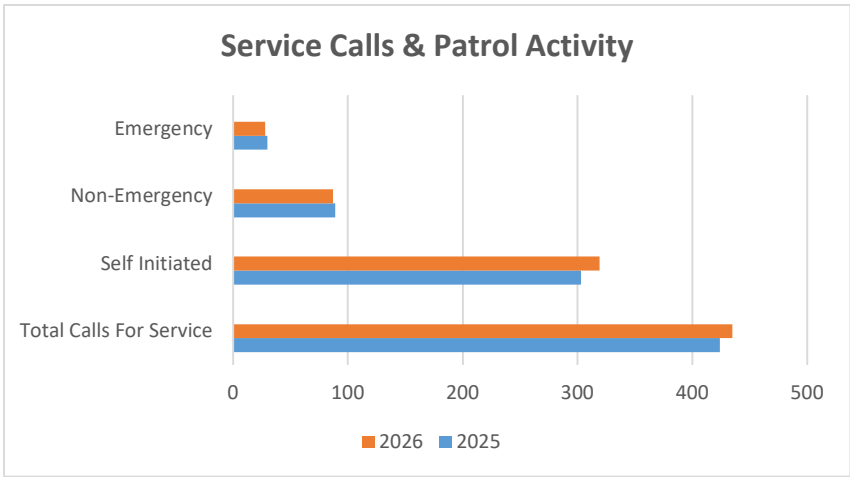
- Chief met with Tennis Village homeowners to discuss SPD ALPR.
- Station tours

SRPD April 2026

Overview of Service Calls and Patrol Activity		
Service Calls	2025	2026
Total Calls For Service	424	435
Self Initiated	303	319
Non-Emergency	89	87
Emergency	30	28

Traffic Enforcement & Violations		
Outcome	2025	2026
Traffic Stops	135	117
Citations	45	37
Verbal Warn	15	10
Written Warn	3	6
Administration Citation	59	0

Case & Arrest Summary		
Category	2025	2026
Total Cases	24	21
Total Offenses (Within Cases)	30	51
Criminal	14	43
Non-Criminal	10	8
Persons Arrested/Offenses	13	1





Sunriver Service District

541-593-8622
ssdadmin@sunriversd.org
57475 Abbot Dr, Sunriver
PO Box 2108, Sunriver, OR 97707



MONTHLY REPORT TO DISTRICT MANAGING BOARD

May 21, 2026

Mindy Holliday

Financial

- Presented the FY 2027 budget for Funds 715, 716, and 717 to the Deschutes County Budget Committee. Was approved and will go to the Deschutes County Commissioners in June.
- Collected and processed information for the 716 FY 2026 budget adjustment.
- Deschutes County approved the FY 2027 SSD Fee Schedule.
- Provided financial support and coordination for the SROA Rules & Regulations contract.
- Collaborated with Fire and Police leadership on the continued development of the Reserve Study.
- Continued development of a six-year financial projection to support long-term planning and sustainability.
- Continued management of QuickBooks Online transactions, including reconciliation of PERS statements, accounts payable and receivable, payroll liabilities, and oversight of District cash flow between First Interstate Bank accounts and Oregon Treasury LGIP funds.

Human Resources

- Gathered and reviewed information related to Deschutes County health insurance offerings.
- Began evaluating the implementation of an AFLAC Life Insurance policy option for staff at no additional cost to the District.
- Managed employee onboarding and offboarding processes, including benefits discussions and related administrative coordination.
- Met with WHA to review the FY 2027 Workers' Compensation policy.
- Continued updates to the employee handbook to incorporate required policy and regulatory changes.

Operations

- Rachel is working to establish live streaming of SSD meetings on YouTube to improve public accessibility and transparency.
- Continued coordination and follow-up on various legal matters affecting the District.
- Prepared the agenda, coordinated meeting logistics, and assembled supporting materials for the Joint SSD/SROA meeting.
- Collaborated with the Nominating Committee to finalize the interview schedule and applicant questions, while continuing development of a procedural manual to guide committee operations.

AGREEMENT FOR THE ENFORCEMENT OF RULES AND REGULATIONS

THIS AGREEMENT FOR ENFORCEMENT OF RULES AND REGULATIONS (this "Agreement") is entered into effective as of the ____ day of ____, 2026 (the "Effective Date"), by and between Sunriver Owners Association ("SROA") and Sunriver Service District (the "District"). This is the sole agreement as specified herein and supersedes all previous Enforcement of Rules and Regulations agreements.

RECITALS

WHEREAS, the District was formed to provide fire prevention and protection services, security services by contract, law enforcement services and emergency medical services, including ambulance services, to the community of Sunriver; and

WHEREAS, ORS 451.010(3)(b) authorizes the District to contract with SROA for purposes of enforcing SROA's rules and regulations (collectively, the "Rules") on SROA's behalf; and

WHEREAS, SROA and the District desire to enter into this Agreement in order to specify those Rules to be enforced by the District and the terms and conditions on which the District will provide such enforcement.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

AGREEMENT

1) Delineation of Rule Enforcement Responsibilities

The District shall assist SROA in education and enforcement of those Rules listed on Exhibit "A," attached hereto. Enforcement of all Rules not listed on Exhibit "A" shall remain the sole responsibility of SROA. The Parties intend that the Design Committee Rules and Regulations to be enforced listed on Exhibit "A" shall be the primary enforcement obligation of the SROA, however, the District shall assist SROA in enforcing the Design Committee Rules and Regulations listed on Exhibit "A" during non SROA business hours or upon request.

Additional assistance may be provided at the District's discretion. The services required of the District pursuant to this Section 1 shall include, without limitation, diligently (within available resources) patrolling for violation of the Rules listed on Exhibit "A" and taking enforcement action for violations of such Rules, as well as responding to direct complaints referred to the District from SROA staff, or from other reporting mechanisms. The District shall respond to any request in a timely manner based on other activity. The District has the sole discretion to use its personnel to enforce any rule in a specific case.

2) Certain Enforcement Procedures

2.1 Choice of Citation. In the event that an individual violates one of the Rules set forth in Exhibit "A," and the conduct engaged in by that individual also violates state law, the District may issue that individual a citation for violation of the Rule and/or state law, at the

discretion of the District employee issuing such citation. In the case of issuance of an SROA citation, the District shall retain and make available to SROA, its Compliance Personnel, and its Magistrate evidence leading to the issuance of the citation. The District will provide necessary information to SROA to ensure compliance to SROA rules and regulations and serve as a basis for reporting per Section 3.1.6 and as a basis for payment as prescribed in Section 4 and Exhibit B.

2.2 Fines & Appeals. All fines levied for infraction of the Rules shall be payable to SROA, and the District shall not be entitled to any portion of any such fine. Once the District has issued a citation for violation of a Rule, any hearing or appeal with respect to that citation shall be administered by SROA in accordance with its own governance documents and internal procedures. The District shall promptly refer any person contacting the District with questions regarding a hearing or appeal to the Administrator of SROA.

2.3 Complaints. If SROA receives a complaint regarding the manner in which the District is enforcing, or failing to enforce, rules pursuant to this Agreement, SROA shall promptly refer the person making the complaint (the "Complainant") to the District's Chief of Police (the "Chief") or the Chair of the District Managing Board. The Chief or the District Managing Board will then process the complaint pursuant to the District's administrative rules.

3) Services to be Provided by the District

Including and in addition to the enforcement responsibilities included in Section 1, the District shall provide the following services to SROA:

3.1 Services Administration

3.1.1 Hire, train, and supervise bicycle-mounted officers ("Bike Patrol"). The budget cap for hiring, training and supervising the Bike Patrol for each season shall be determined by SROA at the beginning of each calendar year.

3.1.2 Recruit, train, and supervise bicycle-mounted volunteer citizen members ("Citizen Patrol").

3.1.3 Provide training to SROA, compliance personnel and for non-mounted SROA volunteer members ("Ambassadors") if requested. The District is not responsible for the performance of the Ambassadors.

3.1.4 Provide the District, Bike Patrol, and Citizen Patrol personnel and volunteers with necessary equipment and supplies as determined in the sole discretion of the District; and

3.1.5 Ensure performance of duties pursuant to the agreed enforcement of rules.

3.1.6 Provide a monthly report of statistics to SROA General Manager, SSD Chief and other interested parties. The monthly report shall be in a form and contain information relating to Rules Enforcement and Bike Patrol as agreed by the two parties. Performance measures, appropriate resourcing, and other resource requests will be addressed during the semi-annual review process detailed below.

4) Payment

4.1 SROA will pay the District for each call to which the District responds for rules enforcement (“Rules Enforcement Call”), subject to the reporting as required by Section 3.1.6. The District will bill SROA monthly for all Rules Enforcement Calls, and include an additional charge for administration and overhead necessary for operations, tracking, and reporting (“Overhead”). Overhead will be charged at the rate of 10% of the total cost for Rules Enforcement Calls for each month. The payment amount for Rules Enforcement calls is provided in Exhibit “B” attached hereto.

4.2 In addition to the charges for Rules Enforcement Calls, SROA shall pay the District 80% of the hourly cost for each member of Bike Patrol retained at SROA’s request, as shown in Exhibit “B.” Such cost includes 40 hours of training for each member of Bike Patrol at the beginning of their seasonal employment. SROA also agrees to pay Overhead, charged at the rate of 10% of the total cost for Bike Patrol for each month. The District may, at its discretion, use District personnel for other purposes and will not bill SROA for such. Total SROA costs for Bike Patrol are capped on an annual basis as noted in Exhibit “B,” including training costs. In the event the Bike Patrol cap is reached, the District shall continue providing Bike Patrol services until the end of the summer season – defined as the Sunday after Labor Day -- as agreed by the parties.

4.3 Any use of Citizen Patrol, or any training of Ambassadors by the District is at the sole cost of the District. Administrative costs of Citizen Patrol shall be covered by the amount in section 4.1 of this agreement. The District will not track any statistics for Ambassadors.

4.4 The payments made under this section are not intended to cover all District costs of providing services under this Agreement. Specifically, costs associated with statutory enforcement activity are excluded.

4.5 Notwithstanding the Termination provisions in Section 5, SROA has the sole right to suspend in entirety any services provided under this Agreement for any calendar year. Upon January 1 of the calendar year following any such suspension, any services suspended during the previous calendar year shall resume. The parties may mutually agree to amend the agreement in accordance with Section 10.7 below in lieu of a suspension of services. During a suspension, the Agreement shall otherwise remain in effect.

- 5) Termination This Agreement shall commence as of the Effective Date and continue in full force through December 31, 2027. The Agreement may be terminated earlier (1) by mutual written agreement of the parties, or (2) by either party for any reason upon 90 days' written notice to the other, or (3) if no payment is received within 90 days of the payment date. This Agreement shall be terminated if the District Governing Body fails to appropriate funds necessary to provide agreed services.

6) Indemnification/Insurance

6.1 The District shall indemnify, defend and hold SROA harmless from and against any and all liability arising out of or relating to the performance by the District of its obligations hereunder; provided, that this indemnification obligation shall not apply to the extent such liability arises out of or is related to the nature of the Rule being enforced, rather than the way in which the District enforces that Rule.

6.2 SROA shall indemnify, defend, and hold the District harmless from and against any and all liability arising out of or relating to the performance by SROA, its ambassadors, or its other volunteers of its obligations hereunder, and liability arising out of or related to the nature of the Rule being enforced.

6.3 SROA shall include the District as an additional insured on any liability insurance that may be applicable to claims to rules enforcement in this agreement.

6.4. The District shall include SROA as an additional insured on any liability insurance that may be applicable to claims to rules enforcement in this agreement.

7) Independent Contractor Status

All services rendered by the District hereunder shall be provided as an independent contractor. While SROA shall be entitled to amend any of the Rules listed on Exhibit "A" in its sole discretion, it shall consult with, and receive input from, the District prior to any such amendment. The District shall only be required to enforce any new or amended rule following a written amendment to this Agreement that acknowledges the new or amended rule. The District shall not be required to enforce any such Rule that it deems to be in conflict with local, state or federal law or standard ethical police practices.

8) Incorporation of Certain Management Agreement Provisions

The parties acknowledge and agree that as applicable, the Restated Sunriver Service District Management Agreement 2024-395 is incorporated herein.

9) Review

9.1 The parties shall conduct a semi-annual review of this agreement in March and September of each calendar year, or as otherwise agreed. The review committee shall be comprised of: two SROA Board members; two District Managing Board members; the SROA Magistrate; the Chair of the Covenants Committee; the District Administrator; the SROA General Manager; the District Fire Chief and the District Police Chief. The SROA Board's designated Ex Officio member of the SSD Board may be present as a representative of the SROA Board. Additional representatives or representatives serving as substitutes for an absent committee member may be requested by the District Administrator or the SROA General Manager to participate in the annual review on an as-needed basis. The review committee shall conduct a review which shall include, but is not limited to the following:

- (a) Review of the District's statistics of SROA Rules enforcement to include complaints, calls for service, warnings and citations per Sections 1 and 3.1.6;

- (b) Identify major issues as well as emerging problems. Discuss potential solutions to these issues (such as signage changes, rules changes, modified enforcement strategies, etc.);
- (c) Identify challenges in the adjudication process and solicit any suggested changes;
- (d) Evaluation of whether any rules, should be added to or deleted from Exhibit "A" of the Agreement, including the impact on enforcement actions and costs;
- (e) Review of the Bike Patrol statistics to include complaints, calls for service, warnings and citations, among other elements as determined by the parties.

9.2 Ongoing collaboration with the staff of the District and the staff of SROA will be utilized to refine and improve protocols in responding to SROA Rules enforcement. This would include sharing requested data.

10) Miscellaneous

10.1 Assignment

No assignment or transfer by either party of such party's rights and obligations hereunder may be made except with the prior written consent of the other party hereto. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and each of their respective successors and permitted assigns.

10.2 Attorney Fees

In any arbitration or litigation concerning this Agreement, the prevailing party shall be entitled to recover all reasonable expenses of arbitration or litigation, including reasonable attorney's fees at arbitration, at trial, and on any appeal or petition for review.

10.3 Arbitration

Notwithstanding anything contained herein to the contrary, any dispute arising under this Agreement shall be promptly submitted to and heard by the Arbitration Service of Portland, Inc, or by any other arbitrator mutually agreed upon between the parties to the dispute. Unless the parties mutually agree otherwise, the arbitration shall take place in Deschutes County. The determination of the arbitrator shall be binding upon the parties hereto, and judgment upon the award rendered may be entered in any court having jurisdiction thereof. The prevailing party in such arbitration shall be entitled to recover from the other party all expenses incurred in connection with the arbitration, including attorney's fees.

10.4 Notices

All notices and other written communications required or permitted under this Agreement shall be deemed effectively given when delivered in person or when deposited for delivery by registered or certified mail or by overnight courier; addressed as follows:

If to SROA, to:
President
Sunriver Owners Association
P.O. Box 3278

Sunriver, OR 97707

If to the District, to:
Chair
Sunriver Service District Managing Board
P.O. Box 2108
Sunriver, OR 97707

A courtesy copy shall be provided by email where the email address is known or publicly available, on the same day as mailing.

10.5 Headings

Headings in this Agreement are for convenience only and shall not affect its meaning.

10.6 Severability

If any term or provision of this Agreement or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement and the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby, and each term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

10.7 Modification and Waiver

This Agreement may be amended only by a writing signed by both parties. The observance of any term of this Agreement shall not be deemed to have been waived except by a writing by the party to be bound by such waiver.

10.8 Cooperation

The parties to this Agreement will cooperate with respect to the exchange of information gathered in their respective enforcement of the Rules, except to the extent that such information sharing is prohibited by statute, by court order, by contract or by oath.

10.9 Entire Agreement

This Agreement constitutes the entire agreement and understanding between the parties with respect to its subject matter and supersedes any prior agreement or understanding regarding such subject matter.

10.10 Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law.

Any claim, action, suit or proceeding (collectively, "Claim") between the parties that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Deschutes County for the State of Oregon; provided, however, if

a Claim shall be brought in federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon.

IN WITNESS WHEREOF, the parties hereto have entered into this Rules Enforcement Agreement effective as of the date first written above.

“SROA”
Sunriver Owners Association

“District”
Sunriver Service District

By: _____

By: _____

SROA Board President

SSD Managing Board Chair

EXHIBIT "A"

SUNRIVER RULES AND REGULATIONS TO BE ENFORCED:

- Section 2.01 (Motor Vehicle Moving Violations)
- Section 2.02 (Parking)
- Section 2.03 (Pathways, Pedestrians and Cycles)
- Section 2.04 (Golf Carts)
- Section 3.01 (Pets)
- Section 3.02 (Vicious Dogs)
- Section 3.03 (Horses)
- Section 3.04 (Wildlife)
- Section 4.01 A & D (Tree Cutting on SROA Property)
- Section 4.03 (Fires and Smoking)
- Section 4.05 (Solicitation)
- Section 4.06 (Cardinal Landing Bridge)
- Section 4.07 (Temporary Living Accommodations)
- Section 5.01 (Disturbing the Peace)
- Section 5.02 (Firearms and Dangerous Projectiles)
- Section 5.05 (Unmanned Aircraft Systems)
- Section 5.07 (Watercraft)
- Section 5.08 (Nuisance Property)

The District will enforce the following Design Committee Rules and Sunriver Rules & Regulations for violations occurring outside of normal SROA business hours:

SUNRIVER RULES AND REGULATIONS

- Section 5.03 (Littering & Garbage)

DESIGN COMMITTEE RULES AND REGULATIONS

- Section 2.05 d. (Trash)
- Section 2.05 d.(Domestic Animals on Job Site)
- Section 2.05 d. (Trespassing Across Adjoining Lots or Common Ground)
- Section 2.05 d.(Radios on Job Sites)
- Section 2.05 d.(Working Hours)
- Section 2.05 d.(Parking)

EXHIBIT "B"

1. Rules Enforcement Charges.

Pursuant to Section 4.1 of this agreement, the payment for Rules Enforcement calls is as follows.

<u>Calendar Year - Police</u>	<u>Charge</u>
2026	\$50.00 / call
2027	\$52.50 / call

Fire personnel per existing standards bill in hourly increments of \$75/hour with an additional charge of \$100 per use of apparatus. Personnel costs will also rise at 5% per year.

<u>Calendar Year - Fire</u>	<u>Charge</u>
2026	\$75.00 / person / call, \$100 per apparatus
2027	\$78.75 / person / call, \$100 per apparatus

As noted in Section 4.1, there is an additional 10% overhead added to the monthly total cost of Rules Enforcement for administration and overhead.

2. Bike Patrol Charges.

Pursuant to Section 4.2 of this agreement, the payment for Bike Patrol is set at 80% of the total hourly rate for each member of Bike Patrol paid by the District. SROA shall pay for Bike Patrol Services subject to the following rates and annual cost caps.

<u>Calendar Year</u>	<u>Hourly Rate (80% of Total)</u>	<u>Annual Cap</u>
2026	\$23.43 / hour	\$45,000
2027	\$24.61 / hour	\$47,250

As noted in Section 4.3, there is an additional 10% overhead added to the monthly total cost of Bike Patrol for administration and overhead. This cost cap is inclusive of the 40 hours of training per employee.

For Calendar Year 2026, the combined costs to SROA for Rules Enforcement and Bike Patrol will not exceed \$80,000.

For Calendar Year 2027, the combined costs to SROA for Rules Enforcement and Bike Patrol will not exceed an amount as determined and agreed to by both parties during the required September review meeting pursuant to Section 9 of this Agreement.

IN WITNESS WHEREOF, the parties hereto have entered into this Rules Enforcement Agreement EXHIBITS "A" and "B" effective as of the indicated date.

"SROA"
Sunriver Owners Association

"District"
Sunriver Service District

By: _____

By: _____

SROA Board President

SSD Managing Board Chair



Sunriver Police Department Expense Request

Date: 04/21/2026

Description of Good/Services (over \$50) and Justification for Expense:

1 - Nighthawk-MG Manual Gain Night Vision Goggle Elbit Milspec Grade 2000+ FOM WP
2 - Nocturn Industries Alpha Mount Black
3 - Shipping

Vendor: Steele Industries Inc.

Unit Cost: 1 – \$8,099.98 / 2 – 399.98 / 3 – \$75.00

Quantity: 1 Each

Total Cost: \$8,574.96

Payment Method:

Invoice Credit Card Check Petty Cash

Line Item (must identify)

Submitted by:

Officer Tristen Ardaiz

Approved by (Chief/Captain):

Date Approved:



Steele Industries Inc Main

Quote

2275

Customer TristenArdaiz Tardaiz@sunriversdor.gov	Steele Point Of Contact Travis Draper travis@steeleindinc.com
--	--

This quotation is valid for thirty (30) days from the Issue Date unless otherwise stated. Any resulting order is subject to credit approval. Submitting an order against this quotation implies acceptance of Steele Industries Inc General Conditions of Sale unless otherwise stated.

End Use Country: Night Vision Std
Terms & Conditions:
Payment Terms: Net 30

Shipping Method:
Origin: BRADENTON FL
Lead Time: In Stock

S.No.	Product Details	Quantity	List Price	Total
1	Nocturn Industries Alpha Mount Black	1	\$ 399.98	\$ 399.98
2	Nighthawk-MG Manual Gain Night Vision Goggle Elbit Milspec Grade 2000+ FOM WP	1	\$ 8,099.98	\$ 8,099.98

Total Amount	\$ 8,499.96
Discount	\$ 0.00
Tax	\$ 0.00
Sub Total	\$ 8,499.96
Shipping Total	\$ 75.00
Grand Total	\$ 8,574.96

Terms and Conditions

Steele Industries Night Vision products are guaranteed to be free from manufacturing defects in both material and workmanship under normal use for a period of ten (10) years from the date of purchase. In the event that a defect covered by the warranty occurs during the applicable period stated above, Steele Industries Inc, at its discretion, will either repair or replace the product; such action on the part of Steele Industries shall be the full extent of Steele Industries Inc. liability, and the Customer's sole and exclusive responsibility. Steele Industries Inc also offers a limited lifetime service on all branded night vision devices. This allows customers to send us their branded night vision devices for re-purging, O ring replacements, and cleaning. This warranty does not cover a product if it has been: A. Used in any way other than its normal and customary manner B. Subjected to misuse or improper operation C. This includes using rechargeable batteries, storing the product with batteries left in it, or battery compartment corrosion due to faulty batteries D. Subjected to alterations, modifications or repairs by the Customer or by any party other than Steele Industries Inc without prior written consent of Steele Industries Inc E. Specially ordered, ordered from a selection or merchandise or merchandise sold by either Steele Industries Inc or the Steele Industries Inc dealer F. Discontinued by the manufacturer and either parts or replacement units are not available due to reasons beyond the control of Steele Industries Inc. Warranty claims falling outside of the scope of these written warranty terms may incur repair, labor, and shipping fees charged to the customer Steele Industries Inc. shall not be responsible for any defects or damage that in Steele Industries Inc. view are a result from the mishandling, abuse, misuse, improper storage or improper operation of the device, including use in conjunction with equipment that is electrically or mechanically incompatible with, or of inferior quality to, the product, as well as failure to maintain the environmental conditions specified by the manufacturer. THE CUSTOMER IS HEREBY NOTIFIED THAT OPERATION OF THE EQUIPMENT DURING DAYLIGHT HOURS OR UNDER ANY EXCESSIVE LIGHT CONDITIONS MAY PERMANENTLY DAMAGE THE INTERNAL COMPONENTS OF THE UNIT, AND SAID DAMAGE WILL NOT BE COVERED UNDER THIS WARRANTY. This warranty is extended only to the original purchaser. Any

breach of this warranty shall be enforced unless the Customer notifies Steele Industries Inc. via email within the applicable warranty period. The Customer understands and agrees that, except for the foregoing warranty, no other warranties written or oral, statutory, expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose, shall apply to the product. All such implied warranties are hereby and expressly disclaimed. Limitation of Liability Steele Industries Inc. will not be liable for any claims, actions, suits, proceedings, costs, expenses, damages or liabilities arising out of the use of any Steele Industries Inc. product. Operation and use of products are the sole responsibility of the Customer. Steele Industries Inc. exclusive undertaking is limited to providing the products and services outlined herein in accordance with the terms and conditions of this Agreement. The stipulation of products sold and services performed by Steele Industries Inc. to the Customer shall not be interpreted, construed or regarded, either expressly or implied, as being for the benefit of or creating any obligation toward any third party or legal entity outside of Steele Industries Inc. and the Customer; Steele Industries Inc. obligations under this Agreement extend solely to the Customer. Steele Industries Inc. liability hereunder for damages, regardless of the form of action, shall not exceed the fees or other charges paid to Steele Industries Inc. by the customer or customer's dealer. Steele Industries Inc. shall not, in any event, be liable for special, indirect, incidental, or consequential damages, including, but not limited to, lost income, lost revenue, or lost profit, whether such damages were foreseeable or not at the time of purchase, and whether or not such damages arise out of a breach of warranty, a breach of agreement, negligence, strict liability or any other theory of liability. Lead Time: Accessed ARO based on QTY, some items may be stock while others may not at time of purchase. Payment: Price is reflective w wire transfer or mailed check. PayPal & Card transactions add a 3% processing fee. NOTICE: Buyer hereby acknowledges receipt of notice that some or all of the products, information, data, or other material purchased under this quotation is controlled by the U. S. Government International Traffic in Arms (ITAR) Regulations, 22 CFR Sections 120 - 130, or the Export Administration Regulations (EAR), 15 CFR sections 768 - 799. Accordingly, buyer shall not disclose, provide or export such product or information to any non-U.S. person or entity, whether within the U.S. or abroad, without obtaining appropriate export authorization in advance. Buyer acknowledges awareness that intentional violation of such export requirements may constitute a crime.



Sunriver Police Department Expense Request

Date: 04/29/2026

Description of Good/Services (over \$50) and Justification for Expense:

1 – Project 7 SEV (Scalable Entry Vest)
Please see attached quote for pricing details.

Vendor: AARDVARK
Unit Cost: \$5,605
Quantity: 1
Total Cost: \$5,605

Payment Method:

Invoice Credit Card Check Petty Cash

Line Item (must identify)

Submitted by:

Officer Tristen Ardaiz

Approved by (Chief/Captain):

Date Approved:

Sunriver Police Department (OR), Tristen Ardaiz
57475 Abbot Drive
Sunriver OR 97707
United States

Quotation: S09981

Quotation Date:
04/28/2026

Expiration:
05/28/2026

Salesperson:
Tiffany Hanke

DESCRIPTION	ROUTE	QUANTITY	UNIT PRICE	TOTAL
<i>NIJ 0101.06 TYPE III COMPLIANT (BALLISTIC COMBINATION)</i>				
[P7Q-SEV3-UL3A] Project 7/SEV3/Complete Platform Ultralight 3A Ballistics (Specify Closure, Size, Length, Color)		1.00 Units	2910.00	\$ 2,910.00
<i>Include Yoke & Collar, OD/Black, Ripstop, Tubes</i>				
[P7Q-ACC-TP-UL3A] Project 7/Throat Protector/Complete with Ultralight 3A Ballistics (Specify Color)		1.00 Units	200.00	\$ 200.00
[P7Q-ACC-UA-UL3A] Project 7/Upper Arm/Complete with Ultralight 3A Ballistics (Specify Color)		1.00 Units	510.00	\$ 510.00
[P7Q-ACC-GS-UL3A] Project 7/Groin Standard/Complete with Ultralight 3A Ballistics (Specify Color)		1.00 Units	290.00	\$ 290.00
[P7-RP-3+-ICW-LW-LG] Project 7/Rifle Plate/Level 3+ ICW/Lightweight/SAPI Large		2.00 Units	695.00	\$ 1,390.00
[P7Q-IDPSET] Project 7 ID Patch Set(Front 2x6, Back 3x8, Upper Arms 2x6)		1.00 Units	70.00	\$ 70.00
[P7-PS-LT-SET-OF-3-MC] P7 Lightweight Pouch Set (Three)		1.00 Units	195.00	\$ 195.00
[P7-POUCH-P7M-BUNGE-TRADIO-OD] Bungee Top Radio / TASER Pouch (OD)		1.00 Units	0.00	\$ 0.00
[P7-POUCH-P7M-ADMIN-OD] Admin Pouch (OD)		1.00 Units	0.00	\$ 0.00
[P7-POUCH-P7M-3X6-VERT-UTILITY-OD] Utility Pouches - Vertical (3x6 Vertical, OD)		1.00 Units	0.00	\$ 0.00
Standard Delivery		1.00 Units	40.00	\$ 40.00

Untaxed Amount	\$ 5,605.00
Taxes	\$ 0.00
Total	\$ 5,605.00

DELIVERY: 150 Days after receipt of order [ARO].

Please contact me Tiffany Hanke at 909.451.6116 or thanke@aardvarktactical.com when you are ready to place this order. Thank you and have a great day!

No return will be accepted unless a Return Authorization is issued prior to the goods being returned. If the error which necessitates the return is a result of an AARDVARK error, no restocking fee will be charged. Merchandise may be returned within 15 calendar days after purchase and buyer may be subject to a 25% restocking fee. All returns must be Freight Prepaid and in new sellable condition. Credit for the value of the returned merchandise (less restocking fees and shipping charges) will be made. Defective merchandise is not subject to any restocking fee. Customized orders are non-returnable.

SUNRIVER SERVICE DISTRICT
Managing Board
Resolution to Approve Bike Patrol Wage Scale
2026-005

Whereas, the Sunriver Service District (hereinafter “District”) was created on June 12, 2002 by Order No. 2002-085 of the Deschutes County Commissioners; and

Whereas, the Deschutes County Commissioners, acting as the Governing Board of the Sunriver Service District on June 26, 2002 in Agreement No. 2002-147 did specify that the Sunriver Service District provide law enforcement, fire prevention and protection services, and emergency medical services; and

Whereas, the Deschutes County Commissioners, acting as the Governing Body of the District, on June 26, 2002 in the Memorandum of Understanding Contract No. 2002-201 and Agreement No. 2002-147, as amended on January 31, 2005 under Document 2005-011, did delegate managing authority for the District to the District Managing Board (hereafter “Board”) created within those documents; and

Whereas, the Board has reviewed and now wishes to approve the attached Bike Patrol wage scale;

Now, Therefore, Be It Resolved, by the Sunriver Service District Managing Board that the attached Bike Patrol wage scale is hereby approved and shall become effective on May 21, 2026.

PASSED AND ADOPTED by the Sunriver Service District Board this 21st day of May, 2026.

Jim Fister, Chair

Sunriver Service District Bike Officer Wage Scale

Step	7/1/2022 No COLA	7/1/2023 No COLA	7/1/2024 No COLA	7/1/2025 3% COLA	5/21/2026 Adjustment
Step 1	\$15.77	\$15.77	\$15.77	\$16.24	\$21.50
Step 2	\$16.90	\$16.90	\$16.90	\$17.41	\$22.58
Step 3	\$18.04	\$18.04	\$18.04	\$18.58	\$23.71

**Sunriver Service District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
April 2026 and YTD July 2025 - April 2026**

Color Legend:
Areas to discuss
Areas already discussed

	April 2026				July 2025 - April 2026			FY26	
	Actual	Budget	Over (Under) Budget	% of Budget	Actual	Budget	FY 26 Budget	Over (Under) Budget	% of Budget
Revenue									
715-1000-311-1000 PROPERTY TAX COLLECTIONS	26,977.82	530,093.92	(503,116.10)	5.09%	6,089,589.61	4,240,751.36	6,361,127.00	(271,537.39)	95.73%
715-1000-311-1500 PRIOR YR TAX COLLECTIONS	3,363.47	3,333.33	30.14	100.90%	30,331.59	26,666.64	40,000.00	(9,668.41)	75.83%
715-1000-331-1200 GRANT REVENUE	0.00	-	-		-		-	-	0.00%
715-1000-335-2100 CONFLAG REIMBSMT-STATE	0.00	7,083.33	(7,083.33)	0.00%	126,615.80	56,666.64	85,000.00	41,615.80	148.96%
715-1000-342-1400 CONTRACT PAYMENTS	0.00	3,043.25	(3,043.25)	0.00%	17,989.57	24,346.00	36,519.00	(18,529.43)	49.26%
715-1000-342-3100 AMBULANCE CHARGES	17,549.35	33,333.33	(15,783.98)	52.65%	364,721.40	266,666.64	400,000.00	(35,278.60)	91.18%
715-1000-342-3120 BAD DEBT EXPENSE	-15,668.93	(17,916.67)	2,247.74	87.45%	(212,126.67)	(143,333.36)	(215,000.00)	2,873.33	98.66%
715-1000-342-3200 FIRE/AIRLIFECHARGES	304.50	291.67	12.83	104.40%	2,939.50	2,333.36	3,500.00	(560.50)	83.99%
715-1000-342-3300 BIKE PATROL CHARGES	0.00	3,286.25	(3,286.25)	0.00%	42,149.10	26,290.00	39,435.00	2,714.10	106.88%
715-1000-343-1300 MISC. INCOME POLICE	60.00	833.33	(773.33)	7.20%	64,147.50	6,666.64	10,000.00	54,147.50	641.48%
715-1000-343-1301 MISC. INCOME FIRE	0.00	416.67	(416.67)	0.00%	205.00	3,333.36	5,000.00	(4,795.00)	4.10%
715-1000-343-1302 MISC. INCOME DISTRICT	652.55	-	652.55	0.00%	70,975.30	-		70,975.30	0.00%
715-1000-351-2300 COURT FINES & FEES	2,796.86	1,250.00	1,546.86	223.75%	26,838.41	10,000.00	15,000.00	11,838.41	178.92%
715-1000-361-1100 INTEREST INCOME	15,987.44	10,416.67	5,570.77	153.48%	158,736.79	83,333.36	125,000.00	33,736.79	126.99%
715-1000-365-1000 GEMT REVENUE	0.00	1,666.67	(1,666.67)	0.00%	-	13,333.36	20,000.00	(20,000.00)	0.00%
716-0000-361-1100 INTEREST INCOME-RSVE	10,326.79	8,333.33	1,993.46	123.92%	111,363.83	66,666.64	100,000.00	11,363.83	111.36%
716-0000-391-5000 TRANSFERS IN REVENUE	0.00	12,500.00	(12,500.00)	0.00%	-	100,000.00	150,000.00	(150,000.00)	0.00%
717-0000-311-1400 LEVY PROCEEDS	4,132.00	72,215.67	(68,083.67)	5.72%	833,420.19	577,725.36	866,588.00	(33,167.81)	96.17%
717-0000-361-1100 INTEREST INCOME - PS BLDG	4,816.49	8,333.33	(3,516.84)	57.80%	52,389.63	66,666.64	100,000.00	(47,610.37)	52.39%
Total Revenue	\$ 71,298.34	\$ 678,514.08	\$ (607,215.74)	10.51%	\$ 7,780,286.55	\$ 5,428,112.64	\$ 8,142,169.00	\$ (361,882.45)	95.56%
Gross Profit	\$ 71,298.34	\$ 678,514.08	\$ (607,215.74)	10.51%	\$ 7,780,286.55	\$ 5,428,112.64	\$ 8,142,169.00	\$ (361,882.45)	95.56%

Sunriver Service District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
April 2026 and YTD July 2025 - April 2026

Color Legend:
Areas to discuss
Areas already discussed

	April 2026				July 2025 - April 2026			FY26	
	Actual	Budget	Over (Under)		Actual	Budget	FY 26 Budget	Over (Under)	
			Budget	% of Budget				Budget	% of Budget
Expenditures									
POLICE DEPARTMENT									
715-4000-422-0000 POLICE DEPT SALARIES									
715-4000-422-1020 POLICE CHIEF	11,676.76	11,576.83	99.93	100.86%	116,767.60	92,614.64	138,922.00	(22,154.40)	84.05%
715-4000-422-1141 POLICE SERGEANT	18,512.42	18,957.25	(444.83)	97.65%	149,643.47	151,658.00	227,487.00	(77,843.53)	65.78%
715-4000-422-1142 POLICE CAPTAIN	10,049.12	5,175.33	4,873.79	194.17%	40,196.48	41,402.64	62,104.00	(21,907.52)	64.72%
715-4000-422-1143 POLICE PATROL OFFICER	26,901.28	44,422.92	(17,521.64)	60.56%	355,045.22	355,383.36	533,075.00	(178,029.78)	66.60%
715-4000-422-1144 CORPORAL	16,418.78	18,120.17	(1,701.39)	90.61%	157,854.40	144,961.36	217,442.00	(59,587.60)	72.60%
715-4000-422-1145 POLICE COMMUNITY SERVICE OFFICER	4,447.20	4,713.58	(266.38)	94.35%	46,477.28	37,708.64	56,563.00	(10,085.72)	82.17%
715-4000-422-1155 POLICE OVERTIME	4,141.00	2,500.00	1,641.00	165.64%	24,167.21	20,000.00	30,000.00	(5,832.79)	80.56%
715-4000-422-1815 ADMINISTRATIVE EXECUTIVE ASSISTANT	6,810.44	6,676.33	134.11	102.01%	69,091.78	53,410.64	80,116.00	(11,024.22)	86.24%
715-4000-422-1901 VACATION PAY POLICE	0.00	2,083.33	(2,083.33)	0.00%	12,372.85	16,666.64	25,000.00	(12,627.15)	49.49%
Total 715-4000-422-0000 POLICE DEPT SALARIES	\$ 98,957.00	\$ 114,225.74	\$ (15,268.74)	86.63%	\$ 971,616.29	\$ 913,805.92	\$ 1,370,709.00	\$ (399,092.71)	70.88%
715-4000-422-2000 POLICE DEPT BENEFITS									
715-4000-422-2110 LIFE/DISABILITY/SEC 125	737.83	714.92	22.91	103.20%	8,266.84	5,719.36	8,579.00	(312.16)	96.36%
715-4000-422-2150 HEALTH/DENTAL INSURANCE	37,300.25	38,948.25	(1,648.00)	95.77%	343,689.26	311,586.00	467,379.00	(123,689.74)	73.54%
715-4000-422-2201 FICA/MEDICARE	1,463.09	1,626.08	(162.99)	89.98%	18,919.74	13,008.64	19,513.00	(593.26)	96.96%
715-4000-422-2301 PERS/Ee & Er	20.00	34,417.50	(34,397.50)	0.06%	245,274.05	275,340.00	413,010.00	(167,735.95)	59.39%
715-4000-422-2501 UNEMPLOYMENT INS	19.44	166.67	(147.23)	11.66%	187.29	1,333.36	2,000.00	(1,812.71)	9.36%
715-4000-422-2505 OREGON PAID LEAVE	403.59	448.58	(44.99)	89.97%	3,797.07	3,588.64	5,383.00	(1,585.93)	70.54%
715-4000-422-2601 WORKERS' COMP INS	0.00	3,344.83	(3,344.83)	0.00%	32,525.22	26,758.64	40,138.00	(7,612.78)	81.03%
Total 715-4000-422-2000 POLICE DEPT BENEFITS	\$ 39,944.20	\$ 79,666.83	\$ (39,722.63)	50.14%	\$ 652,659.47	\$ 637,334.64	\$ 956,002.00	\$ (303,342.53)	68.27%
715-4000-422-3399 CONTRACT SERVICES	22,932.63	9,210.00	13,722.63	249.00%	96,354.64	73,680.00	110,520.00	(14,165.36)	87.18%
715-4000-422-3410 EMPLOYEE MEDICAL EXPENSES	174.00	508.33	(334.33)	34.23%	2,572.00	4,066.64	6,100.00	(3,528.00)	42.16%
715-4000-422-4220 CUSTODIAL SERVICES	0.00	291.67	(291.67)	0.00%	-	2,333.36	3,500.00	(3,500.00)	0.00%
715-4000-422-4260 DRY CLEANING-UNIFORMS	0.00	25.00	(25.00)	0.00%	-	200.00	300.00	(300.00)	0.00%
715-4000-422-4325 VEHICLE R & M	1,475.61	1,625.00	(149.39)	90.81%	16,475.79	13,000.00	19,500.00	(3,024.21)	84.49%
715-4000-422-4330 EQPMT R&M - (Non Office)	120.98	83.33	37.65	145.18%	618.80	666.64	1,000.00	(381.20)	61.88%
715-4000-422-5010 DUES & MEMBERSHIPS	2,159.00	295.83	1,863.17	729.81%	3,228.98	2,366.64	3,550.00	(321.02)	90.96%
715-4000-422-5020 PROFESSIONAL LICENSES & FEES	19.99	366.67	(346.68)	5.45%	1,058.46	2,933.36	4,400.00	(3,341.54)	24.06%
715-4000-422-5040 EDUCATION & TRAINING	838.50	1,375.00	(536.50)	60.98%	10,184.77	11,000.00	16,500.00	(6,315.23)	61.73%
715-4000-422-5390 COMMUNICATION SERVICES	2,199.00	1,220.00	979.00	180.25%	9,840.93	9,760.00	14,640.00	(4,799.07)	67.22%
715-4000-422-5510 PRINTING/BINDING	0.00	143.42	(143.42)	0.00%	1,048.54	1,147.36	1,721.00	(672.46)	60.93%
715-4000-422-5820 TRAVEL EXPENSES	0.00	183.33	(183.33)	0.00%	346.76	1,466.64	2,200.00	(1,853.24)	15.76%
715-4000-422-6101 AMMUNITION	3,149.04	250.00	2,899.04	1259.62%	3,201.04	2,000.00	3,000.00	201.04	106.70%
715-4000-422-6122 PUBLIC EDUCATION SUPPLIES	0.00	137.50	(137.50)	0.00%	2,435.65	1,100.00	1,650.00	785.65	147.62%
715-4000-422-6134 GEN'L SUPPLIES	273.33	416.67	(143.34)	65.60%	4,541.17	3,333.36	5,000.00	(458.83)	90.82%
715-4000-422-6135 POLICE VOLUNTEER SUPPLIES	0.00	41.67	(41.67)	0.00%	326.36	333.36	500.00	(173.64)	65.27%

**Sunriver Service District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
April 2026 and YTD July 2025 - April 2026**

Color Legend:
Areas to discuss
Areas already discussed

	April 2026				July 2025 - April 2026			FY26	
	Actual	Budget	Over (Under) Budget	% of Budget	Actual	Budget	FY 26 Budget	Over (Under) Budget	% of Budget
715-4000-422-6155 OFFICE SUPPLIES	72.29	100.00	(27.71)	72.29%	865.98	800.00	1,200.00	(334.02)	72.17%
715-4000-422-6161 POSTAGE/FREIGHT	57.69	70.83	(13.14)	81.45%	690.99	566.64	850.00	(159.01)	81.29%
715-4000-422-6197 UNIFORMS	1,146.47	833.33	313.14	137.58%	11,507.44	6,666.64	10,000.00	1,507.44	115.07%
715-4000-422-6220 FUEL	2,254.08	3,608.33	(1,354.25)	62.47%	26,658.77	28,866.64	43,300.00	(16,641.23)	61.57%
715-4000-422-6320 MEETING SUPPLIES	0.00	141.67	(141.67)	0.00%	259.30	1,133.36	1,700.00	(1,440.70)	15.25%
715-4000-422-6650 MINOR TOOLS & EQUIPMENT	241.05	666.67	(425.62)	36.16%	1,882.45	5,333.36	8,000.00	(6,117.55)	23.53%
715-4000-422-6665 OFFICE EQPMT(MINOR)	0.00	125.00	(125.00)	0.00%	-	1,000.00	1,500.00	(1,500.00)	0.00%
715-4000-422-9701 CONTINGENCY	0.00	833.33	(833.33)	0.00%	-	6,666.64	10,000.00	(10,000.00)	0.00%
TOTAL POLICE DEPARTMENT M&S	\$ 37,113.66	\$ 22,552.58	\$ 14,561.08	164.57%	\$ 194,098.82	\$ 180,420.64	\$ 270,631.00	\$ (76,532.18)	71.72%

Sunriver Service District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
April 2026 and YTD July 2025 - April 2026

Color Legend:
Areas to discuss
Areas already discussed

	April 2026				July 2025 - April 2026			FY26	
	Actual	Budget	Over (Under) Budget	% of Budget	Actual	Budget	FY 26 Budget	Over (Under) Budget	% of Budget
FIRE DEPARTMENT									
715-5500-425-0000 FIRE DEPT SALARIES									
715-5500-425-1022 FIRE CHIEF	11,676.78	11,576.83	99.95	100.86%	116,767.80	92,614.64	138,922.00	(22,154.20)	84.05%
715-5500-425-1023 ASST CHIEF	11,262.44	11,538.50	(276.06)	97.61%	112,929.09	92,308.00	138,462.00	(25,532.91)	81.56%
715-5500-425-1151 FIRE CAPTAIN	28,872.40	30,210.33	(1,337.93)	95.57%	293,203.40	241,682.64	362,524.00	(69,320.60)	80.88%
715-5500-425-1152 FIRE ENGINEER	26,132.30	27,230.83	(1,098.53)	95.97%	264,037.36	217,846.64	326,770.00	(62,732.64)	80.80%
715-5500-425-1153 FIREFIGHTER/PM	45,115.09	46,835.50	(1,720.41)	96.33%	463,763.76	374,684.00	562,026.00	(98,262.24)	82.52%
715-5500-425-1155 FIRE OVERTIME	29,363.84	22,916.67	6,447.17	128.13%	239,617.68	183,333.36	275,000.00	(35,382.32)	87.13%
715-5500-425-1158 FIRE RESERVE	2,020.00	4,166.67	(2,146.67)	48.48%	22,105.00	33,333.36	50,000.00	(27,895.00)	44.21%
715-5500-425-1885 ADMINISTRATIVE EXECUTIVE ASSISTANT.	5,556.80	6,577.83	(1,021.03)	84.48%	59,050.61	52,622.64	78,934.00	(19,883.39)	74.81%
715-5500-425-1901 VACATION PAY FIRE	470.40	2,500.00	(2,029.60)	18.82%	16,279.93	20,000.00	30,000.00	(13,720.07)	54.27%
Total 715-5500-425-0000 FIRE DEPT SALARIES	\$ 160,470.05	\$ 163,553.16	\$ (3,083.11)	98.11%	\$ 1,587,754.63	\$ 1,308,425.28	\$ 1,962,638.00	\$ (374,883.37)	80.90%
715-5500-425-2000 FIRE DEPT BENEFITS									
715-5500-425-2110 LIFE/DISABILITY/SEC 125.	977.05	775.42	201.63	126.00%	10,992.55	6,203.36	9,305.00	1,687.55	118.14%
715-5500-425-2150 HEALTH/DENTAL INSURANCE.	40,576.25	43,585.58	(3,009.33)	93.10%	446,166.50	348,684.64	523,027.00	(76,860.50)	85.30%
715-5500-425-2201 FICA/MEDICARE.	2,290.07	2,323.25	(33.18)	98.57%	22,841.22	18,586.00	27,879.00	(5,037.78)	81.93%
715-5500-425-2301 PERS/Ee & Er.	0.00	49,959.67	(49,959.67)	0.00%	476,666.27	399,677.36	599,516.00	(122,849.73)	79.51%
715-5500-425-2501 UNEMPLOYMENT INS.	27.24	166.67	(139.43)	16.34%	299.33	1,333.36	2,000.00	(1,700.67)	14.97%
715-5500-425-2505 OREGON PAID LEAVE	628.44	640.92	(12.48)	98.05%	6,267.95	5,127.36	7,691.00	(1,423.05)	81.50%
715-5500-425-2601 WORKERS' COMP INS.	0.00	7,297.42	(7,297.42)	0.00%	85,379.66	58,379.36	87,569.00	(2,189.34)	97.50%
Total 715-5500-425-2000 FIRE DEPT BENEFITS	\$ 44,499.05	\$ 104,748.93	-\$ 60,249.88	42.48%	\$ 1,048,613.48	\$ 837,991.44	\$ 1,256,987.00	\$ (208,373.52)	83.42%
715-5500-425-3399 CONTRACT SERVICES..	4,711.12	5,250.00	(538.88)	89.74%	49,467.62	42,000.00	63,000.00	(13,532.38)	78.52%
715-5500-425-3410 EMPLOYEE MEDICAL EXPENSES.	1,250.95	2,466.67	(1,215.72)	50.71%	21,521.95	19,733.36	29,600.00	(8,078.05)	72.71%
715-5500-425-4325 VEHICLE R & M.	88.61	3,750.00	(3,661.39)	2.36%	39,863.80	30,000.00	45,000.00	(5,136.20)	88.59%
715-5500-425-4330 EQPMT R&M(NON OFFICE).	2,633.90	1,208.33	1,425.57	217.98%	10,466.46	9,666.64	14,500.00	(4,033.54)	72.18%
715-5500-425-5010 DUES & MEMBERSHIP	438.00	391.67	46.33	111.83%	2,530.00	3,133.36	4,700.00	(2,170.00)	53.83%
715-5500-425-5020 PROFESSIONAL LICENSES & FEES.	0.00	458.33	(458.33)	0.00%	1,259.00	3,666.64	5,500.00	(4,241.00)	22.89%
715-5500-425-5040 EDUCATION & TRAINING.	1,736.88	2,191.67	(454.79)	79.25%	13,173.95	17,533.36	26,300.00	(13,126.05)	50.09%
715-5500-425-5390 COMMUNICATION SERVICES.	676.22	1,416.67	(740.45)	47.73%	6,683.26	11,333.36	17,000.00	(10,316.74)	39.31%
715-5500-425-5510 PRINTING/BINDING.	0.00	62.50	(62.50)	0.00%	693.40	500.00	750.00	(56.60)	92.45%
715-5500-425-5820 TRAVEL EXPENSES.	115.01	208.33	(93.32)	55.21%	833.16	1,666.64	2,500.00	(1,666.84)	33.33%
715-5500-425-6122 PUBLIC EDUCATIONAL SUPPLIES	0.00	300.00	(300.00)	0.00%	1,071.21	2,400.00	3,600.00	(2,528.79)	29.76%
715-5500-425-6134 GENERAL SUPPLIES	532.91	1,000.00	(467.09)	53.29%	8,371.27	8,000.00	12,000.00	(3,628.73)	69.76%
715-5500-425-6143 MEDICAL SUPPLIES	7,638.72	3,333.33	4,305.39	229.16%	23,988.25	26,666.64	40,000.00	(16,011.75)	59.97%
715-5500-425-6155 OFFICE SUPPLIES.	0.00	100.00	(100.00)	0.00%	790.31	800.00	1,200.00	(409.69)	65.86%
715-5500-425-6161 POSTAGE/FREIGHT OUT	0.00	41.67	(41.67)	0.00%	28.59	333.36	500.00	(471.41)	5.72%
715-5500-425-6188 SPECIAL SUPPLIES	793.35	1,166.67	(373.32)	68.00%	14,735.61	9,333.36	14,000.00	735.61	105.25%
715-5500-425-6197 UNIFORMS.	0.00	1,666.67	(1,666.67)	0.00%	9,778.79	13,333.36	20,000.00	(10,221.21)	48.89%

**Sunriver Service District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
April 2026 and YTD July 2025 - April 2026**

Color Legend:
Areas to discuss
Areas already discussed

	April 2026				July 2025 - April 2026			FY26	
	Actual	Budget	Over (Under) Budget	% of Budget	Actual	Budget	FY 26 Budget	Over (Under) Budget	% of Budget
715-5500-425-6200 PERSONAL PROTECTIVE EQUIPMENT	0.00	3,286.92	(3,286.92)	0.00%	809.10	26,295.36	39,443.00	(38,633.90)	2.05%
715-5500-425-6220 FUEL.	1,566.78	2,018.75	(451.97)	77.61%	12,903.89	16,150.00	24,225.00	(11,321.11)	53.27%
715-5500-425-6320 MEETING SUPPLIES.	0.00	145.83	(145.83)	0.00%	198.90	1,166.64	1,750.00	(1,551.10)	11.37%
715-5500-425-6650 MINOR TOOLS & EQUIPMENT.	0.00	583.33	(583.33)	0.00%	1,189.74	4,666.64	7,000.00	(5,810.26)	17.00%
715-5500-425-6665 OFFICE EQPMT(MINOR).	24.99	733.33	(708.34)	3.41%	884.46	5,866.64	8,800.00	(7,915.54)	10.05%
715-5500-425-9701 CONTINGENCY.	0.00	833.33	(833.33)	0.00%	-	6,666.64	10,000.00	(10,000.00)	0.00%
TOTAL FIRE DEPARTMENT M&S	\$ 22,207.44	\$ 32,614.00	\$(10,406.56)	68.09%	\$ 221,242.72	\$ 260,912.00	\$ 391,368.00	\$(170,125.28)	56.53%

Sunriver Service District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
April 2026 and YTD July 2025 - April 2026

Color Legend:
Areas to discuss
Areas already discussed

	April 2026				July 2025 - April 2026			FY26	
	Actual	Budget	Over (Under) Budget	% of Budget	Actual	Budget	FY 26 Budget	Over (Under) Budget	% of Budget
BIKE PATROL									
715-6800-428-0000 BIKE PATROL DEPT SALARIES & BENEFITS									
715-6800-428-1145 PATHWAY RANGER	0.00	3,714.58	(3,714.58)	0.00%	33,118.10	29,716.64	44,575.00	(11,456.90)	74.30%
715-6800-428-2201 FICA/MEDICARE..	0.00	284.17	(284.17)	0.00%	3,013.08	2,273.36	3,410.00	(396.92)	88.36%
715-6800-428-2501 UNEMPLOYMENT INS..	0.00	41.67	(41.67)	0.00%	23.73	333.36	500.00	(476.27)	4.75%
715-6800-428-2505 OREGON PAID LEAVE	0.00	83.33	(83.33)	0.00%	157.58	666.64	1,000.00	(842.42)	15.76%
715-6800-428-2601 WORKERS' COMP INS..	0.00	164.83	(164.83)	0.00%	691.44	1,318.64	1,978.00	(1,286.56)	34.96%
TOTAL BIKE PATROL DEPARTMENT SALARY & BENEFITS	\$ 0.00	\$ 4,288.58	\$ (4,288.58)	0.00%	\$ 37,003.93	\$ 34,308.64	\$ 51,463.00	\$ (14,459.07)	71.90%
715-6800-428-3410 EMPLOYEE MEDICAL EXPENSE	0.00	119.17	(119.17)	0.00%	-	953.36	1,430.00	(1,430.00)	0.00%
715-6800-428-6134 GENERAL SUPPLIES.	0.00	41.67	(41.67)	0.00%	180.01	333.36	500.00	(319.99)	36.00%
715-6800-428-6197 UNIFORMS..	0.00	41.67	(41.67)	0.00%	3.59	333.36	500.00	(496.41)	0.72%
715-6800-428-6650 MINOR TOOLS & EQUIPMENT...	0.00	125.00	(125.00)	0.00%	30.00	1,000.00	1,500.00	(1,470.00)	2.00%
TOTAL BIKE PATROL DEPARTMENT M&S	\$ 0.00	\$ 327.51	\$ (327.51)	0.00%	\$ 213.60	\$ 2,620.08	\$ 3,930.00	\$ (3,716.40)	5.44%

Sunriver Service District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
April 2026 and YTD July 2025 - April 2026

Color Legend:
Areas to discuss
Areas already discussed

	April 2026				July 2025 - April 2026			FY26	
	Actual	Budget	Over (Under) Budget	% of Budget	Actual	Budget	FY 26 Budget	Over (Under) Budget	% of Budget
ADMINISTRATION									
715-9700-425-0000 ADMIN SALARIES & BENEFITS									
715-9700-425-1815 ADMINISTRATIVE EXECUTIVE ASSISTANT	3,786.66	4,365.92	(579.26)	86.73%	16,741.22	34,927.36	52,391.00	(35,649.78)	31.95%
715-9700-425-1888 DISTRICT ADMINISTRATOR	9,722.96	9,723.00	(0.04)	100.00%	102,558.15	77,784.00	116,676.00	(14,117.85)	87.90%
715-9700-425-2100 LIFE/DISABILITY/SEC 125..	62.02	50.17	11.85	123.62%	752.22	401.36	602.00	150.22	124.95%
715-9700-425-2150 HEALTH/DENTAL INSURANCE..	3,091.50	3,358.33	(266.83)	92.05%	33,515.00	26,866.64	40,300.00	(6,785.00)	83.16%
715-9700-425-2201 FICA/MEDICARE...	388.62	204.33	184.29	190.19%	2,733.44	1,634.64	2,452.00	281.44	111.48%
715-9700-425-2301 PERS/Ee & Er..	0.00	3,450.42	(3,450.42)	0.00%	24,202.69	27,603.20	41,405.00	(17,202.31)	58.45%
715-9700-425-2501 UNEMPLOYMENT INS...	2.28	41.67	(39.39)	5.47%	19.29	333.36	500.00	(480.71)	3.86%
715-9700-425-2505 OREGON PAID LEAVE	50.76	56.50	(5.74)	89.84%	465.24	452.00	678.00	(212.76)	68.62%
715-9700-425-2601 WORKERS COMP INS	0.00	20.83	(20.83)	0.00%	216.88	166.64	250.00	(33.12)	86.75%
Total 715-9700-425-0000 ADMIN SALARIES & BENEFITS	\$ 17,104.80	\$ 21,271.17	\$ (4,166.37)	80.41%	\$ 181,204.13	\$ 170,169.20	\$ 255,254.00	\$ (74,049.87)	70.99%
715-9700-425-3320 AUDIT SVCS/RESERVE STUDY	0.00	1,116.67	(1,116.67)	0.00%	11,327.00	8,933.36	13,400.00	(2,073.00)	84.53%
715-9700-425-3370 LEGAL	5,000.00	1,250.00	3,750.00	400.00%	24,136.26	10,000.00	15,000.00	9,136.26	160.91%
715-9700-425-3399 CONTRACTUAL SERVICES	9,385.55	8,723.33	662.22	107.59%	99,491.51	69,786.64	104,680.00	(5,188.49)	95.04%
715-9700-425-3410 EMPLOYEE MEDICAL EXPENSES..	0.00	208.33	(208.33)	0.00%	45.00	1,666.64	2,500.00	(2,455.00)	1.80%
715-9700-425-4110 WATER & SEWER..	530.45	666.67	(136.22)	79.57%	4,657.30	5,333.36	8,000.00	(3,342.70)	58.22%
715-9700-425-4210 GARBAGE..	969.30	458.33	510.97	211.49%	6,773.84	3,666.64	5,500.00	1,273.84	123.16%
715-9700-425-4220 CUSTODIAL/JANITORIAL SVCS	1,001.34	833.33	168.01	120.16%	9,679.72	6,666.64	10,000.00	(320.28)	96.80%
715-9700-425-4320 BLDG/GROUNDS MAINTENANCE	3,989.13	1,012.50	2,976.63	393.99%	8,838.85	8,100.00	12,150.00	(3,311.15)	72.75%
715-9700-425-4460 BUILDING RENTAL	0.00	3,333.33	(3,333.33)	0.00%	40,000.00	26,666.64	40,000.00	-	100.00%
715-9700-425-5010 MEMBERSHIP & DUES	-355.00	715.83	(1,070.83)	(49.59%)	11,487.24	5,726.64	8,590.00	2,897.24	133.73%
715-9700-425-5040 EDUCATION & TRAINING..	220.00	237.92	(17.92)	92.47%	2,449.00	1,903.36	2,855.00	(406.00)	85.78%
715-9700-425-5050 BANK/TRUSTEE CHARGES	17.10	83.33	(66.23)	20.52%	338.37	666.64	1,000.00	(661.63)	33.84%
715-9700-425-5204 INSURANCE PREMIUMS	0.00	11,250.00	(11,250.00)	0.00%	106,153.00	90,000.00	135,000.00	(28,847.00)	78.63%
715-9700-425-5390 COMMUNICATIONS SERVICES	795.36	1,033.33	(237.97)	76.97%	8,576.30	8,266.64	12,400.00	(3,823.70)	69.16%
715-9700-425-5401 PUBLIC NOTICES	0.00	166.67	(166.67)	0.00%	227.50	1,333.36	2,000.00	(1,772.50)	11.38%
715-9700-425-5820 TRAVEL & MEALS	0.00	291.67	(291.67)	0.00%	1,044.68	2,333.36	3,500.00	(2,455.32)	29.85%
715-9700-425-6134 GENERAL SUPPLIES..	447.00	308.33	138.67	144.97%	2,328.25	2,466.64	3,700.00	(1,371.75)	62.93%
715-9700-425-6155 COPIER CHGS	493.45	416.67	76.78	118.43%	5,454.37	3,333.36	5,000.00	454.37	109.09%
715-9700-425-6161 POSTAGE/ FREIGHT	800.00	83.33	716.67	0.00%	714.54	666.64	1,000.00	(285.46)	71.45%
715-9700-425-6210 ELECTRICITY..	0.00	1,083.33	(1,083.33)	0.00%	16,562.09	8,666.64	13,000.00	3,562.09	127.40%
715-9700-425-6240 NATURAL GAS..	0.00	750.00	(750.00)	0.00%	9,256.18	6,000.00	9,000.00	256.18	102.85%
715-9700-425-6335 DISTRICT FUNCTIONS	0.00	83.33	(83.33)	0.00%	1,202.97	666.64	1,000.00	202.97	120.30%
715-9700-425-6665 OFFICE EQUIPMENT	0.00	41.67	(41.67)	0.00%	-	333.36	500.00	(500.00)	0.00%
715-9700-491-9616 TRANSFER TO RESERVE FUND	0.00	12,500.00	(12,500.00)	0.00%	-	100,000.00	150,000.00	(150,000.00)	0.00%
715-9700-501-9701 CONTINGENCY..	0.00	1,666.67	(1,666.67)	0.00%	-	13,333.36	20,000.00	(20,000.00)	0.00%
TOTAL ADMINISTRATION DEPARTMENT M&S	\$ 23,293.68	\$ 48,314.57	\$ (25,020.89)	48.21%	\$ 370,743.97	\$ 386,516.56	\$ 579,775.00	\$ (209,031.03)	63.95%

Sunriver Service District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
April 2026 and YTD July 2025 - April 2026

Color Legend:
Areas to discuss
Areas already discussed

	April 2026				July 2025 - April 2026			FY26	
	Actual	Budget	Over (Under) Budget	% of Budget	Actual	Budget	FY 26 Budget	Over (Under) Budget	% of Budget
716 CAPITAL FUND									
716-4000-422-9422 AUTO - FIRE DEPARTMENT	0.00	6,649.50	(6,649.50)	0.00%	79,405.50	53,196.00	79,794.00	(388.50)	99.51%
716-4000-422-9435 POLICE EQUIPMENT	0.00	804.17	(804.17)	0.00%	8,470.80	6,433.36	9,650.00	(1,179.20)	87.78%
716-4000-425-9430 FIRE EQUIPMENT	0.00	3,492.00	(3,492.00)	0.00%	41,903.98	27,936.00	41,904.00	(0.02)	100.00%
716-4000-501-9701 CONTINGENCY...	0.00	6,250.00	(6,250.00)	0.00%	-	50,000.00	75,000.00	(75,000.00)	0.00%
TOTAL 716 M&S	\$ 0.00	\$ 17,195.67	\$ (17,195.67)	0.00%	\$ 129,780.28	\$ 137,565.36	\$ 206,348.00	\$ (76,567.72)	62.89%
717 PSB FUND									
717-4000-422-9210 DESIGN/PROFESSIONAL SERVICES	0.00	3,333.33	(3,333.33)	0.00%	2,130.00	26,666.64	40,000.00	(37,870.00)	5.33%
717-4000-422-9215 LEGAL & GOVERNMENTAL SERVICES	93.00	833.33	(740.33)	0.00%	2,710.50	6,666.64	10,000.00	(7,289.50)	27.11%
717-4000-422-9220 PROJECT ADMINISTRATION	0.00	2,916.67	(2,916.67)	0.00%	23,170.00	23,333.36	35,000.00	(11,830.00)	66.20%
717-4000-422-9225 CONSTRUCTION	850.00	93,333.33	(92,483.33)	0.91%	986,375.82	746,666.64	1,120,000.00	(133,624.18)	88.07%
717-4000-422-9235 PERMITS, TESTING, FEES	0.00	583.33	(583.33)	0.00%	-	4,666.64	7,000.00	(7,000.00)	0.00%
717-4000-422-9460 LOAN PAYMENT	0.00	69,395.08	(69,395.08)	0.00%	81,235.40	555,160.64	832,741.00	(751,505.60)	9.76%
717-4000-501-9701 CONTINGENCY...	0.00	-	-	0.00%	-	-	-	-	0.00%
TOTAL 717 M&S	\$ 943.00	\$ 170,395.07	\$ (169,452.07)	0.55%	\$ 1,095,621.72	\$ 1,363,160.56	\$ 2,044,741.00	\$ (949,119.28)	53.58%
Total Expenditures	\$ 444,532.88	\$ 779,153.81	\$ (334,620.93)	57.05%	\$ 6,490,553.04	\$ 6,233,230.32	\$ 9,349,846.00	\$ (2,859,292.96)	69.42%
Net Operating Revenue	\$ (373,234.54)	\$ (100,639.73)	\$ (272,594.81)	370.86%	\$ 1,289,733.51	\$ (805,117.68)	\$ (1,207,677.00)	\$ 2,497,410.51	(106.79%)
Net Revenue	\$ (373,234.54)	\$ (100,639.73)	\$ (272,594.81)	370.86%	\$ 1,289,733.51	\$ (805,117.68)	\$ (1,207,677.00)	\$ 2,497,410.51	(106.79%)
Expense Category Summary - FUND 715									
Personal Service	360,975.10	487,754.41	(126,779.31)	74.01%	4,478,851.93	3,902,035.12	5,853,053.00	(1,374,201.07)	76.52%
Materials & Service	82,614.78	87,975.33	(5,360.55)	93.91%	786,299.11	703,802.64	1,055,704.00	(269,404.89)	74.48%
Transfer to Reserve Fund	-	12,500.00	(12,500.00)	0.00%	-	100,000.00	150,000.00	(150,000.00)	0.00%
Transfer to PSB Fund	-	-	-	-	-	-	-	-	-
Contingencies	-	3,333.33	(3,333.33)	-	-	26,666.64	40,000.00	(40,000.00)	0.00%
Totals	443,589.88	591,563.07	(147,973.19)		5,265,151.04	4,732,504.40	7,098,757.00	(1,833,605.96)	74.17%
Expense Category Summary - FUND 716									
Materials & Service	-	10,945.67	(10,945.67)	0.00%	129,780.28	87,565.36	131,348.00	(1,567.72)	98.81%
Contingencies	-	6,250.00	(6,250.00)	0.00%	-	50,000.00	75,000.00	(75,000.00)	0.00%
Totals	-	17,195.67	(17,195.67)		129,780.28	137,565.36	206,348.00	(76,567.72)	62.89%
Expense Category Summary - FUND 717									
Materials & Service	943.00	100,999.99	(100,056.99)	0.93%	1,014,386.32	807,999.92	1,212,000.00	(197,613.68)	83.70%
Debt Payment	-	69,395.08	(69,395.08)	0.00%	81,235.40	555,160.64	832,741.00	(751,505.60)	9.76%
Contingencies	-	-	-	-	-	-	-	-	-
Totals	943.00	170,395.07	(169,452.07)		1,095,621.72	1,363,160.56	2,044,741.00	(949,119.28)	53.58%

CONFLAGS & ODF FIRES FY 25-26 REIMBURSEMENTS

NAME OF FIRE	LABOR	EQUIPMENT	LODGING/MEALS	TOTAL	FUNDS RECEIVED
Cram	\$23,213.76	\$7,621.65	\$0.00	\$30,835.41	YES
Sunrise	\$11,572.32	\$3,510.00	\$0.00	\$15,082.32	YES
Flat (Bjorvik)	\$5,317.76	\$1,642.50	\$0.00	\$6,960.26	YES
Marks Creek	\$3,829.86	\$1,305.00	\$0.00	\$5,134.86	YES
Black Rock	\$18,350.36	\$5,715.00	\$0.00	\$24,065.36	YES
Flat (Line Staff)	\$17,859.78	\$4,011.00	\$112.65	\$21,553.78	YES
Tropical System Helene	\$22,226.81	\$0.00	\$757.00	\$22,983.81	YES
TOTALS	\$102,370.65	\$23,805.15	\$869.65	\$126,615.80	

Overtime Costs YTD - 4/30/26

Conflag Fire OT	\$50,856.63
Regular OT	\$178,647.24
Total OT	\$229,503.87
FY 25/26 OT Budget	\$275,000.00
Regular OT Percent of Budget	64.96%
Conflag Fire OT Percent of Budget	18.49%
Total OT Percent of Budget	83.46%

Board of Directors Actions – May 16, 2026

There were 8 Board members in attendance (6 in person, 2 via Zoom) at the May 16, 2026, meeting. The meeting was held live/in person at the Sunriver Homeowners Association Administrative Office, virtually via Zoom and was available for viewing via internet broadcast on YouTube.

At its regular monthly business meeting, the SROA Board of Directors took the following actions:

FINANCIAL

- The Board received the April 2026 Financial Report from the Board Treasurer.
- Approved the April 2026 unaudited financials.

COMMITTEE/TASK FORCE MEMBERSHIP ACTIONS

- None.

COMMITTEE/TASK FORCE ACTION REQUESTS

- None.

NON-FINANCIAL

- The Board acknowledged the resignation of Randy Schneieder from the SROA Board.
- Approved minutes from the April 17, 2026, Work Session and April 18, 2026, Business Meeting.
- The Board received the monthly General Manager's report for SROA Departments for the month of April 2026.
- The Board received the Sunriver Service District Report for the month of April 2026.
- The Board received the monthly committee/liaison reports for the month of April 2026.
- The Board approved the Agreement for the Enforcement of Rules and Regulations between SROA and the Sunriver Service District.

EXECUTIVE SESSION: An executive session was held at the May 15th work session but not the May 16th business meeting.

OWNERS FORUM - Four owners spoke at the Friday (15th) work session (one virtually via Zoom and one in-person) and no owners spoke at the Saturday (16th) business meeting. There were 2 owner letters acknowledged/summarized into the record at the Friday work session and 1 at the Saturday business meeting. A brief summary of the comments are as follows:

FRIDAY, March 15th:

(LETTERS/COMMENTS ACKNOWLEDGED/SUMMARIZED INTO THE RECORD)

Debra Weiss, #2 Colonial Lane: Ms. Weiss had a question about SROA representation on the Sunriver La Pine Economic Development (SLED Board and a recommendation in favor of approving a data center in La Pine over environmental risks.

Carol Conragan, #11 Sandhill Lane: Ms. Conragan had concerns over an agreement between SROA and SSD for the enforcement of SROA rules – specifically noise during night time hours.

Carol Barrett, #19 Plover Lane: Ms. Barrett had concerns about the lack of access to Sunriver golf due to membership actions taken by the Sunriver Resort. She would like the Board to take further action.

Sanjaya Sharma, #18 Bunker Lane and #18 Vine Maple Lane: Mr. Sharma had concerns about the lack of access to Sunriver golf due to membership actions taken by the Sunriver Resort. He believes that the Resort is trying to capture the rental home market.

Paul Conte, #7 McKenzie Lane: Mr. Conte commented on the proposed amendments to the Design Manual as submitted by the Design Committee. His comments were about clarity of the text and enforcement.

Kevin Fox, 5 Summit View Lane: Mr. Fox commented about a letter to the Scene submitted by owner Paul Conte regarding a lawsuit about had concerns about the lack of access to Sunriver golf due to membership actions taken by the Sunriver Resort. He asked what the Board's actions are in this regard.

Gary Orzell, #4 Verdin Lane: Mr. Orzell had concerns about SROA rule enforcement – he believes that it is important for the SRPD to be involved 24/7 for issues such as noise, parking, etc.

Christopher Weinman, #23 Meadow House: Mr. Weinman had concerns about the lack of access to Sunriver golf due to membership actions taken by

the Sunriver Resort. He had concerns over the impacts to owners and visitors alike – specifically impacts to rental home owners.

Carol Barrett, 18 Plover Lane: Ms. Barrett had concerns about SROA rule enforcement – she believes that it is important for the SRPD to be involved 24/7 for issues such as noise violations.

Kevin Lafky, #5 Sparks Lane: Mr. Lafky had concerns about the lack of access to Sunriver golf due to membership actions taken by the Sunriver Resort. He believes that it is the most negative event to occur in Sunriver in years.

Art Gilbreth, #7 Bachelor Lane: Mr. Gilbreth discussed a break-in to his RV at the SROA north RV storage. He suggested cameras and other security be installed and that he was not responded to by the SROA General Manager.

Terry Dahlquist, #9 Landrise Lane: Mr. Dahlquist asked if SROA would be making a public statement as to a lawsuit against SROA as mentioned in the Scene?

(IN PERSON/VIRTUAL SPEAKERS)

Matthew Morgan, #10 Grouse Lane: Mr. Morgan also submitted a letter to the Board which was forwarded to each Board member prior to the meeting and acknowledged as being received. Mr. Morgan discussed citations he received for improper tree removal and the notification to him for such. He stated that he did not receive the mailings in a timely manner and asked why/could such notifications be emailed in addition to USPS in the future. He also requested relief from his fines based on the notification issues he raised..

Chris Fosse, #16 Poplar Loop: Mr. Fosse discussed his concerns over the proposed Capital Transfer Fee. He stated that he is not in favor of and does not agree with some of the messaging about the proposal that has been issued by SROA. He believes that some of the statements are not factual

SATURDAY, May 16th:

(LETTERS/COMMENTS SUMMARIZED INTO THE RECORD)

Paul Conte, #7 McKenzie Lane: Mr. Conte's comments concerned statements made by SROA Board/staff at the May 15th work session saying that registered mail is returned if unclaimed and/or undeliverable. He stated that was not his experience and that SROA's information was untrue and should retract the statement.

(IN PERSON/VIRTUAL SPEAKERS)

None.

PC: Board Members
Committee Chairs
Department Heads & SSD Chiefs
Sunriver Service District Board Chair

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS WORK SESSION
SROA BOARD ROOM
April 17, 2026**

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

DIRECTORS VIA ZOOM: Brad Banta and Veronica Jacknow

STAFF PRESENT: James Lewis, Keith Kessarlis, Susan Berger, Keith Wallach, Richie Villagrana, Scott Reese, Patti Gentiluomo, Scott Jackson and Kaitlyn Horvath

The meeting was called to order at 9:00 a.m.

OWNERS IN ATTENDANCE (not including Board members): 9

OWNERS FORUM

(LETTERS/COMMENTS ACKNOWLEDGED INTO THE RECORD)

Owner name, property: Margi Fraser, #8 Verdin Lane: Ms. Fraser has concerns over the sewer rates charged by Sunriver Utilities. She stated that the rates in Sunriver are much higher than for other communities in the state and that she pays more for her home in Sunriver than in Portland.

Scott Milhous, #5 Verdin Lane: Mr. Milhous commented on his water bill from Sunriver Utilities. Mr. Milhous stated that his water bill is exceedingly high during periods when he is not in Sunriver and his water is turned off/not being used – which is about 6-months out of the year. He noted that it is far higher than his bill for his home in California when that water is not being used. He wants to know what SROA can do to help rectify this situation.

(IN PERSON/VIRTUAL SPEAKERS)

Andy Huntington, #13 Dutchman Lane: Mr. Huntington discussed the decision to place temporary pickleball facilities at the Cottonwood tennis courts during construction at the Fort Rock Pickleball Complex. He stated that there was no advance notification to surrounding owners and that SROA should have done so – to give owners the ability to weigh in.

Leeanne Patterson, #11 Quelah Lane: Ms. Patterson discussed concerns over the maintenance of Lake Aspen. She referred to dying vegetation and the smell it causes in late summer. She suggested that management, such as water agitation, etc., be employed to control the smell. She stated that it has had a detrimental effect on her property value and the ability to sell her home.

Debbie Baker, 6 Golden Eagle Lane: Ms. Baker addressed the impasse between SROA and the SRPD to come to an agreement for SROA rule enforcement within the community. She noted the history of agreement between the parties since the SSD was created in 2002 and urged both parties to return to the table to continue negotiations.

Meagan Iverson, #9 Tennis Village: Ms. Iverson spoke on behalf of her role as a member of the Owner Enrichment Committee. She stated that the OEC has many positive benefits for the

owner's within the community as related to the underlying committee purpose. She solicited for new members to join and take up the initiative for new events in Sunriver.

OWNER ENRICHMENT COMMITTEE ANNUAL UPDATE

Mark Fisler has been the Owner Enrichment Committee (OEC) chair for the last 4 years and he presented the annual report to the Board. He said they have room for 11 members on the committee but currently only have seven, three of which will be off the committee this year. They had recruitment efforts at the Home Expo recently. They did have 4 people interested, so hopefully they will follow through. Mr. Fisler said he feels the most impactful thing they do through the OEC are the classes through Sunriver You. Katie Keller, who has run the Sunriver You program since the beginning, is going to take a break from that organization soon. They offer a very broad range of classes. In 2025, the total attendance in the Sunriver You classes was almost 800 people. So far in 2026, 430 people have attended the classes. Sunriver You also has about 1200 people on their email list. Over 800 volunteer hours for these classes have been recorded so far.

The Sunriver Owners Happy Hour has very good attendance, usually between 20-60 people depending on the time of year. Last year the group did a couple of Happy Hours at the Member Pool. There will not be an owner Happy Hour for July since it's on the 4th of July holiday. The August and September Happy Hours will be at the Member Pool. The Spring Fling Dance was just held recently. It was a dinner and dance and very successful this year. The food was catered by Bowtie and the DJ was great. Mr. Fisler said they were chartered to do the Volunteer Thank You letters including a \$10 gift card for Hot Lava Bakery. They had their fourth annual daffodil bulb sale and sold 3,000 daffodil bulbs. The OEC is the 2nd biggest customer of the Wooden Shoe Tulip farm. The OEC supports concerts, the Uncorked Wine event and other events as much as possible. Director Beard said they definitely are the fun committee; she enjoys the things they do. Assistant GM Kessariss said the meetings are very organized under Mr. Fisler and Ms. Iverson's leadership. GM Lewis said there's room for new ideas but that new owners being on the committee would help with that. Mr. Fisler said they will have a table at the Sunriver Women's Club Community Picnic this year to encourage more involvement. Mr. Fisler also mentioned that they wanted to help with the Pathway Ambassador Program but there aren't enough volunteers for it. Director Mobley said that he was on the OEC Committee when it started and it was a tumultuous beginning, he thanked them all for their work. He also encouraged others to get involved with the good things they're doing that have been discussed. Director Hays said she would like to see more people volunteer for these and other committees. Mr. Fisler said that Kaitlyn, SROA's new Event Manager did a fantastic job on her fourth day of employment at the Spring Fling dinner and dance.

SROA NEW HIRE INTRODUCTIONS

Mr. Kessariss introduced Kaitlyn Horvath, SROA's new Event Manager. She has already done two events in the 10 days she's been with SROA. Ms. Horvath said she previously ran a retreat in California. Previous to that she was in Maryland running a summer camp and conference center. She lives in the Three Rivers community, so she is close to work. She is excited to be more involved in her neighborhood with her new job in which she will be able to utilize her skills from previous jobs. The Board members welcomed her.

Next, Communications Director Susan Berger introduced Keith Wallach, who is her replacement when she retires. Susan said that her position is so diverse and Mr. Wallach ticked off all the boxes and is very well versed in all areas. He's been with SROA for five days and has hit the ground running, editing stories for the Scene, and writing the Board information, etc. Mr. Wallach said he has big shoes to fill, and it's been trial by fire, he's learned a lot in his first few days. His background is on the corporate side of graphic design, communications and marketing. He and his wife moved to the area from Spokane about 2-1/2 years ago. They also live in Three Rivers area. He's worked with local nonprofits, Think Wild and Oregon Wild as a wildlife photographer.

PROPOSED AMENDMENTS TO DESIGN MANUAL

Design Committee Chair, Charlie Meyer and Community Development Design Review Planner, Scott Jackson presented the proposed amendments. Mr. Meyer started by saying the proposed amendments include a new section regarding outdoor TVs, two new mandatory conformance items, and revisions to the tree protections, along with other items. He thanked the SROA staff for guiding the Design Committee in the right direction. He added that this was Scott Jackson's project. Mr. Jackson said every year they do an annual review of the Design Manual rules. Mr. Jackson said his part is to keep track of all of the comments from owners and other stakeholders and then present those to the Design Committee. Through a series of meetings, they go through and discuss and make the proposed changes. The proposed changes are from the meetings in 2025. He added that if anyone had any questions, he would be happy to answer those.

Director Pederson asked about the section for presale inspections where they removed the Sunriver LFR and noxious weed portion. Mr. Jackson said the pre-sale inspections are voluntary inspections that can be requested before a house is sold. He or Shane Bishop, who is also a Design Review Planner with Community Development, will come out to the property and do an inspection of on-site conditions and compare them to the Design Committee decisions in the past to ensure the home is in full compliance. They also use the SROA Rules and Regulations for the inspection. In the past, Natural Resources staff would be included in the inspection for noxious weed and LFR compliance. They omitted that portion of the inspection due to seasonal issues, where noxious weeds can't be detected in certain seasons. People may still go to Natural Resources for questions on the properties that are selling if they wish.

Director Harrison commented that he believes there should be more specific information as far as size of mesh for the spark arresters (1/8" or less), which would agree with OSFM office requirements. Mr. Meyer reminded them that there's a 60-day review period for owners to comment on the proposed changes. Director Banta added that the Fire Protection workgroup will have suggestions that will most likely be incorporated into the Design Manual in the future.

Director Pederson said there are several references to appendices that he didn't see attached to the document. Mr. Jackson said some of those appendices are still being worked on and they will be online with the document for review. He mentioned one of the appendices will be a list of lots with special restrictions. An example would be special setbacks due to proximity to the airport or a waterway.

Director Pederson then asked about the multiple places that make references to material color being compatible and not excessively contrasting. Mr. Jackson said that the word "compatible" is very subjective so they're trying to lead owners in the right direction in terms of intent and purpose

of “compatible.” They’ve interpreted that as non-contrasting. The house shouldn’t stand out because it’s supposed to blend with the natural surroundings.

Director Pederson then asked about the section that talks about home hardening and ignition zone. Mr. Meyer said they overlap a little bit with Natural Resources in that area. Director Pederson said it might be helpful to define what ignition zone means. GM Lewis said that the Fire Protection Workgroup will be examining some of those things and likely make recommendations for changes to the Design Manual.

Director Banta said he’s a little concerned about being asked to vote on this tomorrow without the appendices since they’re referenced and part of the document and he has not seen them. GM Lewis said procedurally though it’s a first reading and that it will be on the website for 60 days for review of the Board and owners to comment on. So, it will be in June before these are considered for adoption. It will come back to the Board in June to vote on with suggested changes. Mr. Lewis said the committee will receive and review owner comments, then they will come back to the Board for a second reading in June.

Director Hays went back to the excessive color contrast part and said she’s concerned about it being very subjective and people not understanding what that means. She wondered if it could be better defined somehow. Director Pederson commented that on the paint color board at Community Development, it explains which body colors are appropriate to go with each trim color. So, the trim choices are limited by each body color. Mr. Jackson said they can add a definition if needed.

Mr. Meyer added that they run into contrasting color with deck choices. GM Lewis commented that when they adopted the revised Design Manual, there was a huge effort to go from very discretionary to more specificity and when you’re dealing with design, there’s always going to be discretion. Mr. Meyer said that most everyone on the Design Committee’s first experience was having a project reviewed on their house.

Director Harrison said he noticed that the committee is still allowing wood decking and siding and asked if they see a point when it won’t be allowed. Mr. Meyer responded that if you were doing an addition to your house you might want to have the exact same siding but for new houses you have to have non-combustible siding. He also said they haven’t seen many people come through wanting wood decking anymore. Mr. Jackson said they get about a dozen deck projects a week and about 90% are moving to non-combustible decking.

Director Banta asked if the house colors are selected because they match the Trex decking material colors. Mr. Meyer said they could do that. Director Banta said it would be a good idea because he’s pretty sure the Fire Protection Workgroup will probably recommend that type of decking. Mr. Meyer said they’re moving in that direction but there are still some people with wood shingle roofs. Director Pederson added that there’s two different levels of artificial wood decking with different levels of non-combustion. GM Lewis finished by saying that to remind the Board that going back a few years ago when the Design Manual was updated, per the Consolidated Plan, the Design Committee has the authority to write the Design Manual. The Board has the ability to approve it or not approve it, and the Board can make recommendations. The reason for that is that owners can’t come to the Board to overrule design decisions when they don’t get approval from

the Design Committee. Director Mobley said that he thinks part of the vision of the founders of Sunriver was the Design Committee was right alongside, not subordinate to but of equal power. He appreciates the work they do.

MEMBER POOL DISCUSSION

Scott Reese along with Assistant GM Keith Kessar, presented Recreation's game plan for operations post Labor Day. Mr. Reese said they will have full summer operations through Labor Day, which is September 7. Starting on September 8 through September 30 the slide and tot pool will be shut down and only the main pool will be available for the rest of the season. Monday through Thursday will be lap swim only from 7:00am to 10:00am. Friday, Saturday and Sunday they will have recreation swim in the main pool and hot tub open from 12:00pm to 4:30pm. Lap swim will be shared during those days. The total estimated cost would be a little under \$17,000 and it is weather and staff dependent. President Burke said he thought this was similar to what they had done at Member Pool in the past. Mr. Kessar said they hadn't kept it open past Labor Day for recreation swim, only lap swim. This extension was incorporated due to requests from owner Josh Lawson and his group that requested longer recreation swim at Member Pool. Mr. Kessar said since kids are back in school, they felt that weekends would be a better opportunity for owners to be here to enjoy the pool. Director Pederson reminded everyone that this is a test to see how the Member Pool is used with these additional days. If members don't take advantage of this, it may not be available in the future. There will be statistics before the October Board meeting and they can budget accordingly. Board members thanked Mr. Reese and Mr. Kessar for their hard work getting the numbers together and figuring out the schedule for this September.

FIRE PROTECTION WORKGROUP UPDATE

GM Lewis said this is an update from the last meeting where they approved the creation of the workgroup with the 5-point directive that they're required to put forth. The scope of work will be developed and reviewed with a timeline, and since it's a workgroup, it will be in perpetuity. The biggest part of the group will be the owners; part-time resident owners, full time residents and rental property owners. Coverage has been in the Scene and in eblasts to solicit owner involvement. So far Mr. Lewis has received a little more than 20 people interested in being in the workgroup. He has sent out an email to the Board liaisons who are Director Beard, Director Harrison, Director Schneider and Director Banta saying he would give until Friday, April 24 for people to submit interest. Then he will forward all the interested owners to the liaisons. Natural Resources Director Patti Gentiluomo and GM Lewis, along with the Board liaisons, will have a meeting to review the names, their background and why they want to participate. Mr. Lewis said if you have 30 or more people wanting to be involved in a workgroup, it's an unwieldy number of people and the meetings go really long. All the recommendations that come out of the group will ultimately go to the community to be reviewed before they get adopted. The goal will be in early May to send all the names to liaisons and start the process of choosing the workgroup. At the May Board meeting, they will formally appoint the workgroup. He has discussed with NR Director Gentiluomo that the first meeting is really just hearing what everyone's interests are for the group. Then setting agendas for different discussions at each meeting. The first few meetings will likely be educational for the workgroup. Then they can start to form interests and recommendations. He gave an example of an owner's house addition over a certain size having to be all fire-resistant materials. If something like that comes from the group, it would require a change to the Design Manual.

President Burke said he had referenced at a previous meeting the role of the liaisons for workgroups and task forces. He has always been hesitant to mention what he wants as a director because it could intimidate other owners involvement. Director Pederson said he has a little disagreement with what President Burke said because in major task force topics, they aren't just liaisons they're active members. Director Schneider said he was in the middle, that the liaisons should not be running the meetings and that the other members should feel their opinions are just as important. President Burke reminded him that they're ex-officio, non-voting members. He also said if it's around established policy regarding Board actions, you would need to present those so people don't go off on a tangent. Director Jacknow said she has a strong opinion about a couple of people she would like to see in the workgroup, she has spoken to them personally and they have presented information on the topic. She wanted to know if she could forward those names to the liaisons. GM Lewis said yes as a Board member she is able to communicate to the other Board members who she thinks should be on the workgroup.

Director Banta said he wanted to comment on the liaison rule. As Board members they have a voting role on the Finance Committee and a non-voting role with the Design Committee. He said we need to figure it out. President Burke said it's in the first item on the document: Board liaisons serve as an ex-officio, non-voting member of the committee with the exception of the Finance Committee. Director Banta thanked him for reading it. GM Lewis added that it may be spelled out in the Charter of each standing committee. Director Harrison said he assumed they can dialog within the workgroup and President Burke said of course. He asked if there's a possibility of sequential decisions on the fire group in terms of recommendations or do they have to wait for the whole product. GM Lewis said if it's a recommendation to amend the Design Manual, those could come out of the group separately. They can weigh which is more important and which things they want to do faster or slower. As GM Lewis said earlier, once you get to know why the group members are in the workgroup, you're working on all of their ideas and prioritizing the issues.

CAPITAL TRANSFER FEE/CAMPAIGN TEAM UPDATE

GM Lewis said they've had three campaign meetings so far and what comes out of them is a series of ideas and creating a presentation with a consistent message, depending on the audience it's being presented to. There's a list of FAQs that have been prepared and are on our website. There are members of the team who have drafted example letters for other owners to consider submitting. There are ads that are going to be created. There have been presentations to some realtors and plans for other groups that they're reaching out to provide education on for the Capital Transfer Fee. The biggest focus has been on educating people and that's the key. Director Pederson showed a postcard that has been created with a QR code that can be passed out to owners that takes them directly to the page on the website that has the FAQs. He said it's a work in progress because as new questions come up, they will be added to the website. There are a couple of dates they are promoting. An owners meeting, which will be recorded, with a slideshow on Saturday of Memorial Day weekend, at 9:30am at SHARC, when there may be more owners in Sunriver. On June 23, Sunriver You will have a meeting covering the same slideshow and answering questions. There will also be ads placed with owner names in support of the Capital Transfer Fee. Owners can also help fund the ads that will not be paid for by SROA. Director Jacknow said she thinks the cards are a brilliant marketing idea.

RULES AND REGULATIONS TASKFORCE UPDATE

GM Lewis said they met a week ago and went through Section 3. They have gone through all of the sections that need to be reviewed except the sign section. They have one more meeting to wrap up by going through all the various sections with the subgroups and their portions of the rule document. He is anticipating that by June they will have a final document that the Rules Task Force will look at and make final tweaks and then make a recommendation which will go to the Covenants Committee. Then it will be coming to the Board for a final reading. He said a lot of it is clarification of things that weren't clear in the past and updating because some things we didn't have 35 years ago, when they were written. He also said there's a lot of rules that aren't changing because they still have applicability in Sunriver. Director Banta added that he thinks it's a challenge to make thoughtful rules considering all the different angles. The committee has worked really hard to work through all of that.

ADMISSIONS MODEL WORKGROUP UPDATE

Assistant GM Kessarar started by saying that his report is found in Section F now instead of Section 3. GM Lewis said anything that isn't voted on by the Board, will now be put at the end for review at Friday's work session meetings. Mr. Kessarar said this report is through March 31. There are over 3,000 Member Preference cards updated, which is 172 ahead of last year at this time. Including Extended Household and Extended Commercial, we're at 3,419, which is 127 ahead of last year. He researched how many MPPs were updated at this time, all the way back to 2021, which was just coming out of Covid, and we are 900 ahead of 2021. For 2022, we're 193 ahead of where we were then. For 2023, we're 214 ahead and for 2024, we're down 103 from that year. We're ahead 27 from where we were in 2025. Overall, we're where we want to be. We had a pretty busy Spring Break. Most owners update their MPP cards when they come to Sunriver, not too many over the phone. During Memorial Day weekend and in June we will see a big increase in MPP sales.

For Recreation Plus, we have 802 homes on the program so far this year. This time last year, we had 807 homes signed up. It's been a great start to the season. Sammie Tirrill has moved into the Member Services position and she's doing a great job. Switching to admissions, so far, we've had 9,593 owners come through the doors, with RPP cards we've had 12,379 people come through. We're down a little in those numbers. Due to a light snow year, not as many people are in Sunriver for the winter months. Our gate numbers are up. One day during Spring Break, we had 884 people at SHARC at the same time, which was great for the staff for training purposes. For guest passes redeemed we've had about 1,000 come in, which is similar to last year at this time.

For overall budget, we're sitting at about 51%, which is a little higher than last year. RPP is at 89% of the budget goal, more should trickle in before the end of June to be sitting at about 95% by July. Annual gate is at 5% right now, which is typically where we are.

On Event Space rental, we're at about \$22,500, which is about \$300 over last year. There's been a lot of changes in that department, and they're keeping up. Kaitlyn is doing well, hitting the ground running and there's another interview for Events Coordinator today after the meeting. There's \$104,000 on the books so far for this year in Events, which include Uncorked and Oktoberfest along with private events.

Café will be opening for Memorial Day weekend, then opening for first two weekends in June. They will open daily for the summer beginning in mid-June.

Director Hays asked about swimming lessons. He said they have brought back swimming lessons, where in previous years, they didn't have the staff for them. The aquatics manager and the two aquatics supervisors are certified to teach swimming lessons, and they've done it for years. Sammie from Member Services, who's part of a mom's group in La Pine sent out a message online about swimming lessons coming to SHARC and within 30 minutes, our aquatics manager had 12 emails. A lot of those families have kids not in school yet, so they will be able to come between lap swimming and rec swim times for lessons. Between Sunriver and Klamath County, we are the only pool structure for swim lessons or rec swim.

HIRING UPDATE

GM Lewis noted that we have met new staff hires Keith W. and Kaitlyn. A new IT Director had accepted our offer and was going to move from the LA area and his family was excited. He now has an extended family medical situation, and he is not going to be able to move here. The other position is Compliance Officer, which has been filled by a local individual, Brett D'Alessandro, who will be starting on May 1. Interviews are still being scheduled for the Events Coordinator position. Two Guest Services positions were filled with part-time employees, Kaylee and Dylan. SHARC had their first lifeguard class last weekend and had 7 participants, of which 5 passed and 2 didn't. There will be another lifeguard class coming up in two weeks. There's a lot of interest in part time summer jobs. Scott Reese said he attended the job fair at LaPine High School, and we have a connection at Caldera High School.

AGREEMENT WITH SSD FOR RULE ENFORCEMENT AND BIKE PATROL

GM Lewis said this is a third-party contract with SSD and the Board is familiar with what they discussed at Executive Session. Mr. Lewis has been negotiating with Chief Rasic and, ultimately, it would be an agreement to come to the Board for final approval. As discussed in the Executive Sessions, for a number of reasons related to the agreement, they've come to an impasse. They made the district aware that SROA would not be entering into that agreement as was proposed. SROA will be doing the rule enforcement. Ultimately, SROA is obligated to enforce its own rules and we do the vast majority of that with our existing staff. Whether it's the Design Manual, Ladder Fuels or some of the other rules that don't fit cleanly into Community Development or Natural Resources, we do those also.

Director Hays said there's a Facebook posting that gave out information saying the budget item is the same as it's always been, so she asked GM Lewis to review the facts. GM Lewis responded that the plan was to announce to the owners that we would be shifting gears a little bit for rule enforcement. Historically, going back to 2003 when the district was created and Police and Fire were no longer SROA doing rule enforcement as part of SROA, there was a separate agreement with Service District for combined rule and law enforcement. Since that time, there have been various reiterations of the agreement, a multitude of our rules and some of our Design Manual that the police have been assisting in and there's been payment for that. It increased over time; there was an agreement for rule enforcement and a separate agreement for bike patrol. Neither one of those will we move forward on. If we would've moved forward on those agreements, what we had budgeted was \$40,000 for rule enforcement and \$40,000 for the bike patrol. We were negotiating to combine the two agreements into one since they're interrelated, and the question was the dollar amount for that. The dollar amount jumped significantly, from \$80,000 to \$154,000. The cause was reported as related to the rule enforcement portion of it, going from \$40,000 to \$114,000. Mr.

Lewis said we started looking at options. He acknowledged that the Police Department is trying to cover their costs and that's the same thing we're doing. They started thinking about things they can propose to get us the service we need for the owners of Sunriver but also get that service at the least possible cost.

Instead of the big, long list of rules that the Police assist on, can we reduce that down? So, primarily, parking, noise at night and animals at large, with the statistics we have on citations that have been issued was the vast majority of what the police were assisting on. The police said no, that's not part of what they wanted to consider. We asked if we could have them cover 6 pm to 6 am coverage along with weekends since we have staff here covering during the day. We were told no. We then asked if we can't come to an agreement on rule enforcement, can we separate it out and just have bike patrol and the police responded that no, those are tied together so we need to keep them together in one agreement. We then asked if the agreement can only cover May to September because that's the really busy time and again this was rejected. After negotiating without success, SROA decided not to enter into an agreement with them.

Director Hays said that what GM Lewis is saying is that after many negotiations, the SSD said no to any suggested changes to their agreement. GM Lewis said he's trying to be sensitive to the issue because for many reasons it's important for Sunriver to have a police department to help with law enforcement and rules. He said to answer her questions, of the items that SROA put forward to the SSD, the answer was no.

Director Jacknow said she agreed with what Director Hays and GM Lewis were sharing. The process has been going on for more than 6 months and it's hard to even call this a negotiation. Not once did she hear that they came to the table with options or compromises, it was always GM Lewis and the Board going back and forth with options. She feels that the egregious price increase drove them to do what any business would do, that is take a look at the services provided and she feels that it was eye opening for all of them. This was in terms of services provided and lack of data. She said they'd been at the table trying to negotiate something that would be in good faith for all parties, yet here we are.

GM Lewis said for clarity, reflecting on some of the things that Debbie Baker brought up in the Owners Forum, that nighttime response, those calls can go to the non-emergency dispatch, and the Sunriver Police will show up. They are like SROA, looking for compliance not for punitive action and issuing a citation. So, when an officer shows up in the middle of the night for a noise complaint, most of the time, people quiet down and it takes care of the issue. The Chief said if they get those complaints, they will show up, they will knock on the door saying they got a complaint, however, without the agreement, the Police lack the ability to issue a citation. Director Pederson asked how many of those citations they write for noise complaints. GM Lewis said that the citations come back over here to SROA and get adjudicated through the Magistrate and for the preceding 7 years there were 8 or 9 citations for noise. Mr. Lewis said he doesn't know how many times they've shown up for noise complaints though, he doesn't have those numbers. He said for the last year there's been about 1,100-1,200 citations issued, the majority of those are for LFR and Design Manual and a variety of other rule and regulations violations. Of those citations, that number does not include all of the contact that has been made and how many people comply. The number of contacts that we have and the number of compliance actions that we have is far greater

than the number of citations. The number of citations from the police over the last year is about 4% of total citations.

Director Pederson said that one of the things that the Police said when presenting the proposal to SROA, is that we need to help pay for them to be available 24 hours a day. Mr. Pederson said to him it seemed like they were being double billed, because 100% of Sunriver owners already pay through taxes for the Fire Department and Police to be there, 24 hours a day, 7 days a week to serve whenever needed. He said that the rule enforcement should only be paid under the agreement, but that was one of their justifications for raising it from \$80,000 to more than \$150,000. For the few events they actually intervene on, \$150,000 is not an appropriate budget in his opinion. Merging the bike patrol with the rules enforcement was at the SSDs request over a year ago. They requested it at the last annual meeting a year from last fall, and SROA was fine with that. Their issue all along has been one agreement or no agreement. Director Pederson asked how we intend on addressing not having coverage and our new Compliance Officer with the lack of an agreement with the SSD. President Burke said his opinion is that we need to get back to the table with the SSD, we need to have a good business deal. He said it's not good for the community. He said we should have open communications to come back and have cost effective agreements. GM Lewis said that when speaking with Chief Rasic, he said it's hard to come up with an agreement that is transactional, that is based on how many calls they go on, because it's impossible to predict that. There is that element of paying for the readiness, so they're available to show up when needed. Trying to come up with an agreement for them to do the most important enforcement for the least amount of money for our Sunriver owners is what they've tried to do. Director Jacknow believes that SROA has been open and the SSD hasn't once come to the table. President Burke said that there's a rumor out there that the Compliance Officer position was created because of the lack of agreement and that is not true, it came out of the Strategic Plan, recommending a full-time officer. GM Lewis said that it was talked about last summer/fall and created to assist Natural Resources and Community Development with compliance issues.

Director Hays was on the Strategic Plan Task Force, and she said it was the owners that were pushing for that Compliance Officer position. Director Pederson agreed that they decided to have a ¾ time position because that's what they could afford. This position is to relieve some of the lack of time that Natural Resources and Community Development have to look at compliance issues on properties. GM Lewis said the Compliance Officer will take care of some of the smaller things like people calling in to complain about trash blowing around or too many wind chimes on a property. Mr. Kessariss said that SROA hopes to be proactive instead of reactive with those issues. Director Pederson said the Compliance Officer will be working on some weekends and some evenings to deal with issues when owners are here. Dealing with parking issues and some other items was not the intent for the position, but they could help with those things with a lack of an agreement with the SSD.

GM Lewis said again that the SSD will respond to those things that come in between 6pm and 6am but they won't be issuing citations. Deschutes County code for noise requirements mirrors Sunriver's rules and regulations, but the police department is not obliged to enforce those codes either through the county or through SROA Rules and Regulations if we don't have an agreement. They weren't created with the authority to enforce Deschutes County code. Director Schneider said when he was at the SSD meeting yesterday, the SSD Board and Chief said that they want everyone to realize that even though this is an issue, whatever happens, they don't want to lose the

great cooperation that they've had with SROA. He said he has a different opinion about what's going on than others do. He hopes they're going to be there when we need them for issues. He hopes they can all make it work but he's not sure they can. Director Harrison said he agreed with Director Jacknow that they've been trying to come to negotiations for 6-7 months and multiple meetings, taking a lot of GM Lewis' time, and the report that GM Lewis came up with in terms of the number of citations they wrote. GM Lewis said that citations aren't the whole picture, it's the number of contacts they made and de-escalations. He added the data has not been good on the number of contacts we had on rule enforcements over the years. Director Mobley commented that they sit across the street and the Board sits here, there are very few problems that are insoluble, and why this one seems as insoluble as it is, is quite a mystery. He said Jim Fister, who was on SROA's Board and is now on the SSD Board and its chair, has always impressed him as a good, reasonable, and thinking person. Director Mobley also has absolute confidence in our General Manager. He said he's mystified as to why we can't move on and why we can't find some kind of solution. He said he has some understanding that there may be fiscal problems associated with our neighbors and if that's the cause of this then let's explore that problem so that we can get to the resolution of this one.

Director Beard said she also has feelings about Jim Fister, when SSD separated from SROA, he used to take care of helping our committee and finding people to be placed on their Board. We're not even part of it anymore. She said it feels like we're just being shoved aside. We sold them the property for a dollar, and it feels like there's no consideration here and she's very upset about it. She said she's in shock that the Chief doesn't want to negotiate at all and upset about the overall police department. Director Banta said that a lot of the things the other Board members already said, he also believes. He thinks what Director Pederson said is right about the readiness already being paid for by the owners' property taxes, so that's not a very strong argument. He said that Director Mobley said this could be resolved by some fiscal pressure, that would seem to be the case. It's an unfortunate development that this has not been able to be resolved.

President Burke said that with summer coming up, he's concerned about going into summer at impasse. He appreciates being very well informed about the status and some Board members have even sat in on the SSD meetings. If there isn't an agreement, in his opinion, it doesn't serve the community well. He also picked up on some of Director Schneider's points. He totally gets the frustration of owners saying they're getting taxed twice, for readiness. He also commented on Director Jacknow's comments on the data and would also like to see additional data. He would like to recommend that SSD be made aware that if a real negotiation were to begin with the numbers and data that we need, then we would be happy to sit down at the table. We could also negotiate an interim plan so there's some level of coverage. He asked for a straw vote on whether the Board members would be willing to go back to negotiations if there's a new negotiation. Some said yes, Director Pederson said that it can't be like \$10,000 less than what they're requesting now, it has to be a serious offer. President Burke said we can't be the solution to their financial problems. Director Mobley again said he has confidence in GM Lewis who has a lot of time and experience with Deschutes County. The three county commissioners are responsible for the SSD, and their board answers to them; GM Lewis knows all of those parties well. Director Mobley asked if it would be appropriate for Mr. Lewis to ask someone at the county for an assist at resolving this. GM Lewis said that should come from the district, he wouldn't be comfortable doing that. He said it's like a business deal, what are we getting for our money. We want to maintain a good relationship.

Director Jacknow said she would be willing to negotiate if they separated the agreements so we're just looking at bike patrol, since we have a Compliance Officer. And it needs to be a reasonable offer. Director Pederson asked if there has been an offer to make the Compliance Officer full time rather than ¾ time. GM Lewis said yes there has been. He will go back to SSD and have another conversation and report back to the Board at the next meeting.

There being no other business, President Burke asked for a motion to adjourn the public meeting and move into executive session.

Director Mobley moved to adjourn to Executive Session to consult with legal counsel regarding pending and threatened litigation, as well as the negotiation of contracts with third parties. These deliberations will not be disclosed to owners because they are the subject of attorney-client privilege. Seconded by Director Pederson, the motion passed unanimously.

The public meeting recessed at 11:40 a.m.

The public meeting reconvened at 1:20 p.m.

There being no other business, President Burke asked for a motion to adjourn the meeting.

Director Banta moved to adjourn the meeting. Seconded by Director Beard, motion passed unanimously.

The meeting adjourned at 1:27 p.m.

A video of the entire public meeting can be viewed on the Sunriver Owners Association's YouTube page.

Respectfully submitted,

Keith Mobley, Secretary

**SUNRIVER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SROA BOARD ROOM
April 18, 2026**

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

DIRECTORS VIA ZOOM: Brad Banta and Veronica Jacknow

STAFF PRESENT: James Lewis, Susan Berger, Keith Wallach and Richie Villagrana

The meeting was called to order at 9:00 a.m.

OWNERS IN ATTENDANCE (not including Board members): 3

OWNERS FORUM

(LETTERS/COMMENTS ACKNOWLEDGED INTO THE RECORD)

Lance Conragan, 11 Sandhill Lane: Mr. Conragan's comments are about noise control in Sunriver. He cited a recent occurrence at a property across the street from his home when a party started at 1:30 in the morning. He referred to calling the police that night and SROA in the morning and said that he was told by both the police and SROA that it was the responsibility of the other party.

(IN PERSON SPEAKERS)

None.

OWNERS FORUM FOLLOW UP

Vice President Hays asked who wanted to follow up with Debbie Baker from yesterday's work session meeting regarding the lack of agreement with the SSD. President Burke volunteered to follow up with her. Director Harrison agreed to talk to Andy Huntington on the Cottonwood Courts, being temporarily converted to Pickleball Courts. GM Lewis also said he has corresponded with Andy a few times on this subject. Director Schneider agreed to talk to Leeanne Patterson about the smell from duckweed at Aspen Lake. Kristin Otto has a long list of questions on golf and transfer fees and other things, and Director Hays said she will take those questions.

Margie Frasier, concerning sewer rates, and Scott Milhous, about water rates, will be grouped together. Director Hays brought up the drinking water issue from a different meeting and GM Lewis said he has it in writing somewhere but can't remember off the top of his head. The other one is Gary Orzell on environmental costs compared to other districts. James said he has been responding to him and it's about the sewer issue.

BOARD CANDIDATE ANNOUNCEMENT

President Burke introduced Laureen Anderson who is the chair for the Nominating Committee. She said over the last few months the committee has been working on recruiting and interviewing for the upcoming Board elections. It was a challenge with 5 vacant spots on the Nominating Committee. Since the committee doesn't meet in July and August, it took until December for the committee to be full. Shout out to Becki Sylvester for emailing undesignated volunteer forms to

the committee with previous Board members names to reach out to. She said that the Nominating Committee is a great steppingstone towards the Board and feels good about committee members being future Board candidates. There are three Board positions open this year, and there are three candidates. All three were interviewed and unanimously voted to be put on this year's ballot. The candidates are as follows:

John Hitt
Kara Kerker
John Vogel

Ms. Anderson said she has been in contact with Sunriver You to have a candidate forum in June, date and time to be announced. Lastly, she thanked Susan Berger, Communications Director, for getting information out about running for the Board. She also thanked President Burke and the Board members for encouraging the owners to run and volunteer for the committee.

President Burke asked how and when they will have more information about the candidates. Susan Berger said it will be in the June Scene with biographies of each candidate. Director Pederson said that both Kara Kerker and John Vogel are on the Finance Committee. President Burke asked with only three candidates if there's a reason why the candidates couldn't be on boarded earlier since they will all win. Director Hays said the only thing that could prevent it would be a write in. Director Jacknow thanked the committee for all their work. During the process, she wanted to know if they're hearing any themes that people are raising that they should be aware of, so that they can tackle them going forward. Ms. Anderson said she didn't feel like they had any concerns from the candidates, they were all willing to volunteer their time. They all came in very strong and not lacking anything, having previous experience on a board or service. She said that missing the application deadline is a recurring theme since she's been on the committee.

Director Pederson said he spent a lot of time talking to people about running for the Board and the two things that he heard from them was the time commitment and the other one was not having "thick enough skin" for the flack that the Board members receive. Ms. Anderson said one of the candidates mentioned that and all are aware of the Social Media aspect that comes with the position. Director Jacknow and Director Banta both came from the Finance Committee and Director Jacknow said that Director Pederson is an amazing recruiter. Ms. Anderson added that the outgoing Board members are welcome to join the Nominating Committee as there is a requirement of a previous Board member to be on the committee.

President Burke thanked Ms. Anderson for their interactions and inviting him to the committee meeting. Ms. Anderson said that was very helpful to have him attend. GM Lewis also attended and gave a presentation and that was also helpful and she would like to continue having them.

**APPROVE MINUTES FROM THE JOINT MEETING WITH THE COUNTY
COMMISSIONERS ON MARCH 20, THE BOARD WORK SESSION ON MARCH 20
AND THE BOARD MEETING ON MARCH 21**

Director Pederson moved to approve the minutes from the March 20 joint meeting minutes,
as corrected, seconded by Director Harrison, the motion passed unanimously.

Director Pederson moved to approve the minutes from the March 20 meeting minutes, as corrected, seconded by Director Banta, the motion passed unanimously.

Director Pederson moved to approve the minutes from the March 21 meeting minutes, as corrected, seconded by Director Harrison, the motion passed unanimously.

FINANCIAL REPORT FOR MARCH 2026

Director Pederson said this is a positive report. Our weighted return actually went up this month due to the war in Iran and gas prices. The five-year treasury investment we made was invested at 3.94% and our money market fund is earning 3.55%. The operating revenue for the month, the variance was a positive \$5,867 and \$13,000 above budget for compliance fines. Interest was almost \$5,500 more than anticipated. Operating expenses for the month were \$12,518 below budget due to salaries and burden from open positions particularly in recreation (\$16,000 saved from that) and material and services were over budget. Year to date on the revenue side, we are short \$28,652 largely RPP sales. On the expense side year-to-date \$71,000 and material and services were under budget, \$24,818 in salary and burden and material and services was \$46,442 under budget. That largely relates to a lack of agreement for bike patrol and rules enforcement with SSD. On the non-operating side expenses are \$11,871 above budget, solely based on the engineering for Cardinal Landing Bridge which was budgeted at \$10,000. Year-to-date variance on operating revenue is positive \$8,038 which is a combination of higher interest on the reserve fund and SHARC pay offs continuing to happen. Total surplus YTD is \$699,260 which is \$37,424 above budget. Cash balances we have almost \$2.3 million dollars in additional cash versus this time last year partly attributed to our interest earnings. The aging summary on bad debt shows \$156,205. Our major concern is over 120 days, which is \$82,066; we do have a reserve line item in the budget for \$82,000. Of that \$82,066, \$62,000 is attributable to past owners who no longer have property in Sunriver. From time to time our lawyers see if they can get any money to pay off that obligation from those previous owners, without success. The other \$17,000 is a property owner who lives in Sunriver that they're going through the process of collecting from.

Director Schneider moved to approve the unaudited March 2026 financials, seconded by Director Harrison, the motion passed unanimously.

Director Pederson moved to approve the transfer of \$259,107.41 from the Regular Reserve Fund to the Operating Fund and \$56,018.00 from the SHARC Reserve Fund to the Operating Fund for the 2026 First Quarter Acquisitions. Director Hays seconded the motion, the motion passed unanimously

GENERAL MANAGER REPORT

- **Administration:** Met with Design Committee Chair regarding review process for resort tree removal application. Continued meetings with SSD board chair and police chief regarding rules enforcement and Bike Patrol agreements. Held regular monthly meetings with TDS staff regarding the construction and eventual migration of owners to TDS fiber. Participated in meetings with the Capital Transfer Fee Campaign Team. Met with Sunriver Nature Center staff to discuss logistics for their annual wildflower show in June.
- **Accounting:** Bulk internet fiber billings continue. Presented Feb. 28, 2026, financial statements to the Finance Committee. Processed sales of MPP and RPP cards.

- **Communications:** Keith Wallach accepted the Communications Director position and started April 13. Working with Natural Resources to create short videos about LFR, weeds, etc. to be used on social media and the website. Continued monthly meetings about the 2026 Oktoberfest event.
- **Community Development:** Design Committee meetings continued on a regular schedule in March. Active projects and building permits increased to approximately 161 at the end of March, up from 152 in January. Applications rose to 110 in March, compared to 89 in February. Staff continued issuing compliance letters and participated in magistrate hearings on violations and citations. The Design Committee continued review of updates to the Design Manual, with final revisions scheduled for April 10 ahead of presentation to the Board on April 17. Staff also coordinated with IT on iPad configuration for field use, with IT accompanying field staff to assess departmental needs. The March 10 Tree Protection Barrier citation hearing resulted in six dismissals, two continuances, and two fines.
- **Natural Resources:** Staff released a bid request for 2026 ladder fuels reduction and tree thinning on commons and mailed LFR deficiency notices. Work included participation in the Sunriver Home Expo and Compliance Officer interviews, as well as initiation of Oregon spotted frog monitoring and egg mass surveys. Staff coordinated wildfire mitigation outreach with the Fire Department and Communications Department, including the April Sunriver Scene update and Natural Resources webpage revisions. Staff also responded to calls and conducted site visits for private LFR and tree removal requests.
- **IT:** IT Director interviews continued. IT staff installed a Ricoh 6010 printer at the administration building and added new GIS virtual machines to the Azure Backup solution. Community Development staff iPads were configured and users trained for field use. Additional deployments included Entrust SL3 ID card printers, a mobile POS retail solution, and a Surface Pro tablet with Jonas. A new UPS was installed at SHARC. A TDS outage on March 27 briefly impacted SROA facilities and Sunriver homeowners before being resolved in approximately two hours.
- **Public Works:** Fort Rock backstop work is about 70% complete, with playgrounds and sport courts prepared for Spring Break. Hazard tree removal and restroom repairs are ongoing, and resurfacing of nine tennis courts is underway. Landscape planning continues, including SHARC amphitheater improvements set to begin in April and the start of the pickleball shade project. Road and pathway work includes ongoing sealing, patching, and resealing, with the Cardinal Landing Bridge project about 60% complete and additional safety and relocation projects planned. Routine maintenance, fleet and equipment work continued. Facilities operations included successful Spring Break preparation, refrigeration servicing, cabana planning, and a resolved pool heater warranty claim saving more than \$20K. GIS work includes updates to mapping layers and development of the 2026 chipping route, along with ongoing River Road tunnel engineering and capital projects.
- **Recreation/SHARC:** Construction has begun on permanent shade structures at the Fort Rock Pickleball Courts, and tennis court resurfacing is underway for completion this spring. Spring Break operations were highly successful, with strong attendance at outdoor

pools. Staffing updates include active recruitment for seasonal summer positions and the open Events Coordinator role. New Events Manager Kaitlin Horvath started April 7.

COMMITTEE REPORTS

President Burke said the Woodlands Golf Course trees project report describes in detail the work of the Design Committee before the trees could be taken down.

SSD REPORT

Director Schneider said he was late to the SSD meeting because of the Wildfire Preparedness Fair at SHARC. More concrete work on the equipment bay has been done. A reserve study is in progress. They're still waiting for their lawyers to figure out the Caldera expansion for police services. They have two vacancies on their nominating committee and two applicants. The Fire Chief report says fire season is starting mid-May. There were a lot of attendees at the Wildfire Preparedness Fair. The Chief had a meeting with Central Oregon Fire Chief's Association with county commissioners. The calls and response reports look about the same but there were more mutual aid calls.

Director Schneider said that the Board had asked about details of calls outside Sunriver vs. inside Sunriver. Three of 27 investigations were outside of Sunriver. President Burke asked about calls outside of district boundaries, which were mutual aid and which our police showed up instead of Deschutes County Sheriffs office. Director Harrison wanted more clarification on the details of the stops and citations. He also asked about the illegal burning and where it was. Director Schneider said the burning could've been across the river. The district extends outside of our area for fire.

Director Jacknow said she had concerns about the letter that GM Lewis read this morning from Lance Conragan about a noise call. She feels the police should be responding to the noise calls, but the noise calls were on their list of things they won't respond to. Director Pederson said it's hearsay if someone said they talked to the police department. GM Lewis said they would show up to those calls, but they would not be able to cite anyone. He also said it would be nice to know if this report were all inside Sunriver, it would give us a gauge on how much of the problem is coming from inside Sunriver. President Burke said there will be more conversations regarding the detail on data we need to review.

Director Schneider said the county is looking at standardizing their emergency messaging system. Citizens Patrol is still in effect; they have two new members and did 41 hours and 10 house calls and 36 other calls. Director Jacknow asked about SROA funding a position that the police are terminating. Director Schneider reported that the Community Service Officer was only partially funded by SROA.

COMMITTEE/ TASK FORCE MEMBERSHIP ACTIONS

Director Pederson moved approval of the resignation of Louise Howard as a member of the Design Committee, seconded by Director Banta, the motion passed unanimously.

Director Hays moved to appoint Greg Slater as a member of the Judicial Council, seconded by Director Schneider, the motion passed unanimously.

**APPROVE FIRST READING OF THE PROPOSED AMENDMENTS TO THE
DESIGN COMMITTEE MANUAL**

Director Banta moved to approve the first reading of the Design Committee Manual of Rules and Regulations draft version dated April 10, 2026, which was officially recommended by the SROA Design Committee at their committee meeting on April 10, 2026, seconded by Director Jacknow, and approved by unanimous vote.

There being no other business, President Burke asked for a motion to adjourn the public meeting and move into executive session.

Director Mobley moved to adjourn to an Executive Session to consult with legal counsel regarding pending and threatened litigation, as well as the negotiation of contracts with third parties. These deliberations will not be disclosed to owners because they are the subject of attorney-client privilege. Seconded by Director Hays, motion passed unanimously at 10:30 a.m., to begin the Executive Session.

The public meeting was reconvened at 11:40 a.m.

President Burke said that in executive session the Board discussed the negotiations with SSD. It will be suggested that the next meeting be scheduled for May 5, after GM Lewis returns from vacation.

There being no other business, President Burke asked for a motion to adjourn the meeting.

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

The meeting adjourned at 11:44 a.m.

A video of the entire public meeting can be viewed on the Sunriver Owners Association's YouTube page.

Respectfully submitted,

Keith Mobley, Secretary