

SUNRIVER SERVICE DISTRICT

Managing Board – Meeting Agenda

1:00 p.m. Thursday, November 21, 2024

Sunriver Homeowners Association Board Room, 57455 Abbot Drive, Sunriver, OR

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

Call to Order

Pledge of Allegiance

Roll Call

Public Input

Presentation - FY 2023/24 Audit report from Moss Adams

Consent Agenda

1. Motion to approve:
 - a. September 19, 2024 Regular Board meeting minutes
 - b. SROA monthly invoice in the amount of \$7,623.92
 - c. SDAO annual membership invoice in the amount of \$6,250.00
 - d. Zions Bank loan payment in the amount of \$91,636.16
 - e. Stryker Sales, LLC invoice in the amount of \$10,602.00
 - f. HRA VEBA annual employee contribution in the amount of \$62,200.00
 - g. SROA/SSD Land Lease annual payment in the amount of \$40,000.00

Old Business

2. Public Safety Building
 - a. Public Safety Building Construction Update – Nelson/Kirby Team
 - b. Motion to approve October 2024 funding requests in the total amount of \$858,133.90 - Nelson
 - i. KMB Architects invoices in the amount of \$29,619.45
 - ii. System West invoice in the amount of \$910.00
 - iii. Carlson Testing invoice in the amount of \$921.00
 - iv. Nelson Capital invoice in the amount of \$9,500.00
 - v. Sage Springs invoice in the amount of \$678.85
 - vi. Kirby Nagelhout Construction invoice in the amount of \$651,246.77
 - vii. Sunriver Christian Fellowship invoice in the amount of \$1,000.00
 - viii. Honeywell invoice in the amount of \$17,482.50
 - ix. Midstate Electric invoice in the amount of \$8,284.00
 - x. SSD invoices in the amount of \$73,221.33
 - c. Motion to approve:
 - i. Fire Department Tool Room: \$5,360.05 plus shipping (TBD)
 - ii. Police Department Furniture: total request \$9,000.00
 1. Holding Interview Furniture: \$5,500.00
 2. Clearing Traps: \$3,500.00
 - iii. Station Exterior Window Blinds
 1. Pending final measure and quote (Need to order)
 2. Budget allocation: \$15,000.00
 - iv. Fire Department Appliance Package
 1. Pending Final Quotes
 2. Budget allocation: \$25,000.00
 3. Total Request to commit funds: \$54,360.05
 - d. Public Safety Building Open House - Holliday
 - e. SPD/SSD move in plan for December – Holliday
 - f. Report on utilizing Public Safety Building interest income – Holliday
 - g. Update on Public Safety Building Reserve Study – Ralston/Holliday

Individuals needing special accommodations must request such services at least 48 hours prior to the meeting.

To request accommodations or services, call 458-281-8584 or email ssdadmin@sunriversd.org.

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- h. Review of monthly memo to Deschutes County Commissioners – Holliday
3. Update on SSD Strategic Plan – Shoemaker
4. Update on SSD Budget Committee members - Fister

New Business

5. Monthly Chief/Administrator's Reports
 - Police Chief Lopez
 - Administrator Holliday
 - Fire Chief Boos
6. Motion to accept the SSD 23-24 fiscal year audit - Holliday
7. Discussion on department food expenses - Shoemaker
8. Discussion on joint SSD/Deschutes County meeting agenda items - Fister
9. Update on SSD website and email migration to .gov - Holliday
10. Update on the creation of the SSD Nominating Committee - Ralston
11. Motion to approve the 2025 SSD Board meeting calendar - Holliday
12. Motion to approve October 2024 unaudited financials - Holliday
13. Review of October/November 2024 SROA Board meeting - Schneider

INSTRUCTIONS TO PARTICIPATE REMOTELY

Microsoft Teams

Join the meeting now (https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjVkJAONTYtNjQ0Zi00M2M4LWFkNTgtNjg3ZjhODhINzU2%40thread.v2/0?context=%7b%22id%22%3a%22d8a3543b-3e34-459b-9d24-24a2ddc587fa%22%2c%22oid%22%3a%229c7f5e69-ef1d-4f17-bc2a-2564c3cfc916%22%7d)

Meeting ID: 243 134 725 873

Passcode: f9dSgH