

SUNRIVER SERVICE DISTRICT

SSD Joint Meeting with Deschutes County – Meeting Minutes Thursday December 20, 2022 9:00 a.m. Hearth Room Sunriver Main Lodge

- Call to Order:** Chair Fister convened the joint meeting of the SSD Managing Board and Deschutes County Commissioners meeting at 9:07 a.m.
- Roll Call/SSD:** Chair Fister, Vice Chair Shoemaker, Treasurer Beenen, Director Hepburn, Director Ralston, Director Foster present. Director De Alicante was not present.
- Roll Call/County:** Deschutes County Commissioners Patti Adair, Phil Chang and Tony DeBone present.
- SSD Staff:** Fire Chief Tim Moor, Fire Deputy Chief Rod Bjorvik, Police Chief Michael Womer, Lieutenant Stephen Lopez, Board Administrator Mindy Holliday
- SROA Staff:** James Lewis, General Manager
- County Staff:** County Administrator Nick Lelack, Chief Financial Officer Robert Tintle, Legal Counsel David Doyle, Legal Counsel Kim Riley, Deputy Deschutes County Administrator Whitney Hale
- Public Input:** Dir. Foster shared accolades for the Sunriver Fire and Police departments.

Public Input Welcome & Introductions

1. SSD update

Chair Fister gave an update on key focus areas for the District, including the Public Safety Building Project, staffing, reserve funding, a new budget structure, and transitioning Accounting and Human Resources functions.

2. Public Safety Building status

Chair Fister emphasized to the Commissioners that the Public Safety Building project will be on budget and on time. The SSD Board thanked the County for their financial support for the project. There were large boards printed to show the latest renderings and floor plans. Dir. Ralston gave an update on the Owner's Representative/Project Manager (OR/PM), Architecture, and Construction Manager/General Contractor (CM/GC) interview process and awards. The District is also working very closely with SROA, the neighbors next to the new facility, and the Sunriver community as a whole to address any concerns or questions. The goal is to start construction in April, with a project timeline of 14 to 16 months. The overall budget is \$18 million, and it includes a \$2 million contingency.

Commissioner Chang asked if there was a list of items that can be cut from the plans if the estimate comes in over budget. Dir. Ralston answered yes, square footage and amenities that can be scaled back. He added there are other cost-savings avenues being explored, such as placement of the elevator and phasing construction around personnel to stay in the building during the project. This would save

thousands of dollars in relocation fees. Dir. Ralston added the staff at all levels has been involved in the process.

The Public Safety Building Task Force members will be bestowed the Special Districts Association of Oregon (SDAO) Volunteers of the Year Award at their annual conference in February. Board Administrator Mindy Holliday sent in the application to acknowledge the countless hours and effort this group of individuals put in to make this project a reality.

3. Fire Department update

Chief Moor provided an updated on the Fire Department and said the summer season was slower than years past. He said the department is part of a regional approach for service, as Sunriver Fire responded numerous times this past year outside the area to assist partners. Deputy Chief Bjorvik is part of a regional wildland fire task force. He responded to two fires this summer, one in Oregon the other in Washington. Chief Moor added community focus continues to be a primary driver for the department, by continuing to provide services at no cost to Sunriver property owners such as smoke alarm installation, wildland home inspections, and the first aid room at the station. Sunriver Fire is also set to be fully staffed, with 12 full time employees, which makes a difference on responses and team morale.

Commissioner Chang asked about fire hardening for the Sunriver community for wildfire protection. Chief Moor said the department partners with SROA to revise the rules manual address wood piles, the ladder fuel reduction plan, and other fire hardening opportunities. Commissioner Chang emphasized the importance of having consistency across the area regarding rules and codes.

4. Police Department update

Chief Womer reviewed the Sunriver Police department statistics for 2022. Chief stated the crime in Sunriver is low, therefore training police officers is a challenge. However, the department has been able to promote from within which assists in retention. Sunriver Police is on the verge of being fully staffed and fully trained. Commissioner DeBone stated the Commissioners can assist by supporting trainings in central Oregon. Commissioner Chang asked what is causing the lack of new officers to the region. Chief Womer stated it is primarily the cost of housing. There was discussion around the issue of housing in central Oregon and potential ideas for the District. Chair Fister mentioned at this point there has been a lot of effort in succession planning and the ability to promote from within, which alleviates the need to have a search out of the area.

5. SSD Budget Process discussion

Chair Fister said the District is looking to change the format of the budget to align closer with Deschutes County. Treasurer Beenen stated expenses for the year so far are underbudget, however, the estimated amount of tax revenue came in short. Overall, the District is in a good financial position.

Chair Fister adjourned the meeting at 10:32 a.m.

Submitted by Board Administrator, Mindy Holliday