

SUNRIVER SERVICE DISTRICT

SSD Joint Meeting with Deschutes County – Meeting Minutes

Thursday, February 20, 2025, 9:00 a.m.

Seator Hall, 57475 Abbot Dr., Sunriver, OR 97707

- Call to Order:** Chair Fister convened the joint meeting of the SSD Managing Board and Deschutes County Commissioners meeting at 9:00 a.m.
- Pledge of Allegiance**
- Roll Call/SSD:** Chair Fister, Vice Chair Shoemaker, Dir. Hepburn, and Dir. Ralston were present. Treasurer Kelley was absent.
- Roll Call/County:** Deschutes County Commissioners Patti Adair and Phil Chang were present. Commissioner Tony DeBone was not present.
- SSD Staff:** Fire Chief Bill Boos, Interim Police Chief Cory Darling, AIC Captain Jason Van Meter, Administrator Mindy Holliday
- Public Safety Bldg:** OR/PM Doug Nelson
- SROA Staff:** General Manager James Lewis, Ex-Officio Randy Schneider
- County Staff:** County Administrator Nick Lelack, Treasurer Bill Kuhn, Legal Counsel David Doyle, Legal Counsel Kim Riley, Deputy Administrator Whitney Hale, 9-1-1 Director Sara Crosswhite
- Public Input:** None

Welcome & Introductions

Chair Fister welcomed everyone to the new Sunriver Public Safety Building and to the new training/meeting/event room, "Seator Hall," named after Doug Seator, a longtime volunteer to the Sunriver Service District.

1. SSD Update/Goals

Chair Fister articulated the priorities of the Sunriver Service District.

1. Customers – prioritizing Sunriver customers but balancing that with south County partnering agencies.
2. Be a good asset and member in the community – attend Rotary meetings, partner with the Chamber, attend local events and assist Three Rivers School even though it is not within District boundaries.
3. Fiscally responsible – use funds in a responsible manner.
4. Chair Fister discussed 2024 accomplishments: building a Public Safety Building on time and on budget; managing an emergency involving a wildfire threatening Sunriver residents and property.
5. Chair Fister set forth the goals for 2025: Chief Lopez accepted a job with Redmond PD and there is currently a hiring process for Chief of Police; continue to drive a healthy five-year financial outlook; ensure the reserve for the new building is adequate and maintained properly; review the strategic plan; continue to serve the citizens of Sunriver.

2. Public Safety Building update

Dir. Ralston thanked everyone for their assistance with building the Public Safety Building and explained interest income will be used for a reserve fund specifically for building maintenance in the future.

OR/PM Nelson also thanked the staff at the Police and Fire Departments for putting up with the day-to-day construction. He further explained most items are wrapping up but there will be some spring projects. The official Certificate of Occupancy was received yesterday.

Chair Fister thanked Deschutes County 9-1-1 I.T. and Radio divisions for their hard work and dedication during the building process.

Dir. Hepburn also pointed out when it became time to make some cuts to remain under budget, both Police and Fire were very cooperative and had to make some tough decisions. He thanked them for their cooperation and teamwork.

Admin. Holliday also reiterated to Dir. Crosswhite how appreciative she was to her team at 9-1-1. She also thanked CFO Tittle and his staff for assisting with the financial aspect of the project.

Chair Fister advised there is a continuing effort for signage in various places in the building. There is also a dedication plaque that has been ordered.

3. Fire Department update

Chief Boos thanked 9-1-1 Dir. Crosswhite again for her team and their hard work and dedication to the project. He talked about our Fire Station Alerting System (FSA) being state-of-the-art and a model for the rest of the county. Bend and Redmond Fire are both currently reviewing the system with plans to incorporate it into their agencies. Chief Boos explained how important it is for Fire and Police to be united under one roof.

Chief Boos also discussed the Wildfire Hazard Map, how insurance companies manage risks and how individuals can mitigate those risks up front. He gave a shout out to Nathan Garibay and what a great job he does managing emergency situations in Deschutes County. He explained how Sunriver Fire works closely with the USFS and ODF, as well as La Pine Fire. Chief Boos advised he and Interim Chief Darling are working with SROA to continue emergency preparation planning with Sunriver stakeholders.

Commissioner Chang asked Chief Boos about preparedness of the landscape and defensible space and how prepared Sunriver Fire was for the Bachelor Butte Complex fire that occurred this summer near Sunriver. Chief Boos advised Sunriver Fire was prepared but where there is a little bit of struggle is with people cleaning up their yards. There are a lot of absentee owners in Sunriver and there will be an emphasis on making people realize the impact they could have on their neighbors if they don't participate. The common areas in Sunriver are great. Chief Boos advised he spoke with the USFS Ranger, and they were confident that the fire would not make it to Sunriver with the winds that were presenting and with all the preventative work the USFS had been doing in the area.

SROA General Manager James Lewis added SROA has a ladder fuel reduction plan they administer on private properties. They do an inspection of every private property every other year and send out non-compliance letters to people who do not comply. Sometimes the letters lead to citations. In the last few years, the number of non-compliance letters has grown. SROA has just shy of 1000 acres of common areas that they maintain on a 6-year rotating schedule. In the 2025 budget, there is over \$400,000 allocated for ladder fuel reduction.

Chair Fister added there used to be an emergency siren system in Sunriver for about 40 years, which had never actually been used in an emergency. Due to the construction of the new building and cables being

cut, the system is no longer operable, and staff are looking for new technology. There is current discussion regarding whether text alerts will be enough or if mobile communications on DCSO's Central Oregon Emergency Response Team (CERT), equipment can be utilized during an emergency.

Last year Sunriver Fire ran approximately 550 calls total and approximately 100 of them were mutual aid with La Pine Fire. Chief Boos advised he did apply for a few grants and received one for ballistic helmets. In 2024, the department filled an open Firefighter/Paramedic position and is currently fully staffed. Chief Boos is looking at restarting the Reserve Program and partnering with COCC's Fire Science Program. Sunriver has been training with La Pine Fire, USFS and ODF.

Commissioner Adair asked Chief Boos about if Sunriver had a ladder truck, in which he responded yes, a 75' ladder truck. She was inquiring because La Pine has a new three-story medical building and Chief Boos advised Sunriver already deploys the ladder truck for mutual aid.

4. Police Department update

Interim Chief Darling thanked the board for inviting him back to take care of some of the administrative duties during the transition between chiefs. Chief Darling reviewed the 2024 statistics, software, and personnel changes. He commented that the new License Plate Reader (LPR) system implemented in 2024 has been beneficial to the community and surrounding agencies, as well as for public safety in Deschutes County. AIC Captain Van Meter stated we SPD has participated in three different homicide investigations due to the information available through the LPRs.

Chief Darling advised there are officers connected with CERT and one is a drone operator for the team. There is also an officer assigned to the MIT (Major Incident Team). These are beneficial teams as the officers are better prepared when there are incidents in Sunriver. Last year, Sunriver had at least two incidents of this nature. Sunriver Police hosted the Oregon Small Chief's Conference in Sunriver last year.

Chair Fister commented on how nice it was to be integrated into the local law enforcement community and to have the respect of others. SROA GM Lewis pointed out SROA has a great working relationship with SSD, Police and Fire. SROA has a contract with Sunriver Police to enforce SROA rules and regulations, which he recognizes is not the most exciting thing to do but would like to thank the police for their assistance. He also recognized Sunriver Fire for working closely with SROA's Natural Resources Department on ladder fuel reduction and Administrator Holliday for her administrative coordination.

Chair Fister added the District is currently in the Police Chief hiring process and are down to the final two candidates.

5. Administrative Operations update

Administrator Holliday thanked everyone for their support and assistance as she transitioned into her new role. SSD has taken on all accounting, payroll and human resources duties internally, which were previously contracted with SROA. She also pointed out the SSD/Deschutes County joint meetings have been very beneficial.

Administrator Holliday shared the last year was spent fine tuning HR, accounting and payroll duties. Those duties were not only moved in-house, but new software platforms were enacted for each. Due to the added duties, the job descriptions were re-written for the administrative staff. She has been working

on her professional development in the fields of human resources and finance and is currently obtaining various certifications.

Administrator Holliday stated this year was the first full year audit for the financials after the transition. She was proud to announce the District received a clean audit. With Chief Boos' assistance, the District assessed property and liability insurance needs and moved to WHA Insurance.

She added the District reorganized and transitioned the website to a new .gov site and are in the process of transitioning all emails to the .gov platform as well.

Administrator Holliday stated 2025 goals consist of training and staff development, cost and efficiency assessments, procurement and contract reviews, and continued collaboration with Deschutes County.

Other Business

Commissioner Chang advised the county operates a crisis services program, which includes the stabilization center and mobile crisis services. Every two years there is a budgetary crisis for the program when state impact funding runs out, which is on the chopping block at the legislature. One of the ideas for stabilizing the funding for those crisis services is to ask law enforcement agencies to contribute monetarily to maintain the benefits of the service. Chair Fister advised he and Commissioner Chang have had discussions about support in the past and SSD would be willing to entertain a contribution in proportion to use, especially to encourage other agencies to start as well. Chair Fister added Sunriver is a small agency and uses the stabilization center a minimal number of times. During the meeting other ideas developed, such as how to use COLES money most efficiently. Commissioner Chang advised last year the Sheriff's Office was unable to fund the program and there will need to be coordinated leadership. Chief Darling said the Stabilization Center, as well as Community Crisis Response Team (CCRT), are invaluable tools for law enforcement. He added COLES would probably be the correct place to fund the program because they currently fund the CERT, as well as the Central Oregon Drug Enforcement Team (CODE). Chief Darling suggested Commissioner Chang attend one of the COLES meetings and provide information pertaining to the various programs and ask for input. Commissioner Adair pointed out that Deschutes County Sheriff's Office provided the original funding for the program and really stepped up when they needed them. She also pointed out that 92% of the people in jail have a substance abuse problem or mental health issues.

Vice Chair Shoemaker explained SSD has been conducting some analysis regarding Sunriver Police Department taking over the police services for Caldera Springs, Crosswater and the Business Park. Chair Fister added residents and business owners from these areas have contacted him and asked how they can get a bigger police presence from the Sunriver Police. Chair Fister added if the District does expand police services, first and foremost we need to take care of Sunriver.

Commissioner Chang wrapped up by thanking the Sunriver Service District for their efforts maintaining the health and safety of the Sunriver community. He commented on the amazing Public Safety Building brought in on budget and on time. Chair Fister hopes we can assist other law enforcement agencies in the county with the use of the building and holding facilities. Chief Darling advised he just signed the paperwork for a brand new Intoxilyzer 9000 through OSP. It is set to be installed in September or October and then we will be able to serve other law enforcement agencies.

Meeting adjourned at 10:31 a.m.

Submitted by Board Administrator, Mindy Holliday