



CALL TO ORDER Paul Janssen – 8:58 a.m.

Members present: Caryl Gibson, Rosemary Norton, Judy Osborne,

Members Absent: Carl Burnham, Julie Emry-Dougherty, Steve Amsberry

Others present: Chief Kelley, Lori Steinthal

Others Absent:

Approval of the June 22, 2017 Meeting Minutes

Resolution: Judy Osborne moved that the June 22, 2017 meeting minutes be approved, with noted typo corrections (Section E.), seconded by Caryl Gibson; unanimous.

I. FINANCIALS – Janssen

A. Review of April & May adjustments - Lori

Resolution: Judy Osborne moved that the April & May adjusted financials be approved as presented, seconded by Caryl Gibson; unanimous.

Resolution: Judy Osborne moved that the June financials be approved as presented, seconded by Caryl Gibson; unanimous.

II. COMMITTEE REPORTS

- A.** Paul Janssen advised the board that he plans on reconvening the Budget Committee to study the long-term needs of the Service District and future Levy requirements.

III. CHAIR'S REPORT – Janssen

- A.** Paul shared some of the comments homeowners made following the annual meeting. Comments mostly focused around skateboards and bikes on the Ranch roads. He also mentioned he received several favorable comments on the PD's Drug Disposal Box, Shredding Bin service and that the owners really appreciate the Police Department. Chief Kelley added that the department has seen a much higher compliance with kids wearing helmets. He indicated the Ranch has a much higher compliance than Sunriver, when it comes to people wearing their bike helmets.

IV. CHIEF'S REPORT – Chief Kelley

A. Personnel

- A.** One of the department officers who has had some voluntary surgery scheduled for this month, has postponed his surgery due to his wife undergoing emergency open heart surgery. The department has been able to adjust staffing much easier with our current schedule and have been able to cover the shifts.
- B.** The department will be staffed adequately during the Eclipse. Chief is assigning patrol cars to officers to take home during the Eclipse.
- C.** Several commendations will be given out to staff members.

- D. The new radio system has experienced several delays due to technical difficulties. All the department vehicles should be done with installations (with the exception of the Chief's) by Wednesday. The cost incurred due to the technical problems will not be passed down to the agencies.
- E. Officer Vuylsteke has been asked to join the CERT/ team in a support role.

B. Activity Report

- A. Officer Lettenmaier was the first on scene to the recent triple fatality at the entrance to the Ranch & Hwy 20. He did a great job on scene. OSP arrived shortly after to assist. Officer Elliott heard the call and volunteered to come in 3 hrs. early to help. Sgt. Schulz approved his request and he also was able to assist. When Officers respond to these types of serious calls, they have support through their health care resources and the Chaplin program to help deal with the tragedy. The department cannot mandate they utilize the support network, unless it affects their ability to perform their job.
- B. Activity on the Ranch is in line with this time of year
- C. The number of citations issued has increased due to a M.A.T.T. detail we participated in with other agencies.
- D. We have not made a decision on changing IT support yet. We are waiting for a cost breakdown from 9-1-1 to determine how we proceed.
- E. The county is upgrading their Records Management System (RMS), which will require memory upgrades on 13 of the department computers. MDT's do not need to be upgraded at this time. We are evaluating upgrading the department computers & MDT's. Chief will provide more detail over the next few months.

C. Equipment

- A. The evidence lockers are installed and our evidence room is now secure. We have arranged to pick up our evidence from Bend PD on June 29th.
- B. Security cameras have been purchased and installed.
- C. New radio system is scheduled to go live on 8/5. Radios will be installed in our vehicles on Sat 7/22. Portable radios will be coming from the county. Our scanning capabilities will be limited once we transition to the new system.

D. Training**E. Misc.**

- A. Ranch Citations are written citations and do not go on the drivers record.
- B. Reviewed the vacation home check procedure (vacation home check request is online).
- C. Tax notices are being sent out to owners who are delinquent in paying their renter taxes.
- D. Discussed how an officer judges his response on Ranch violations, such as skateboards & parking. Chief Kelley explained that the department focus is to gain compliance & solve the problem. Informing owners/visitors of the potential violation and the Ranch rules can solve the problem at the lowest level, most of the time. A question regarding BBR violation fees was asked. The fees associated with BBR violations was a corporation decision and the Chief does not know how they were determined. Lynn Strafford may have been involved in those decisions, and it may be a good idea to re-address the Ranch policy on citation fees & RV/trailer parking rules. No further discussion on the topic was had.
- E. The board expressed their concern with the possibility of people bringing RV's onto the Ranch during the Eclipse and homeowner firewood being taken by non-residents. It was decided that the BBRC Board needs to provide guidance on how to handle these situations. Chief Kelley has a meeting today with Kyle to discuss the Eclipse and will bring this up with him at that time.
- F. Illegal dumping (in Section 5) was discussed. Owners feel this is becoming a big problem. The Ranch is actively looking into the complaints. The Ranch is also discussing the possibility of installing a security camera system. Chief Kelley assured the board that the department has a very good understanding on the trespass laws and encouraged anyone who suspects illegal dumping is occurring, to phone the Police Department.

G. The CPR & CHL classes were cancelled (only two people signed up). We will reschedule both for some time in the fall.

H. In the fall, the Chief will be looking at how the department markets our services and how we can improve the process utilizing the many social media programs.

V. OLD BUSINESS – Janssen

VI. NEW BUSINESS

A. Deschutes County Commissioner's luncheon has been rescheduled to 10/26. We will have the October board meeting the same day @ 10:00

VII. CALENDAR

VIII. PUBLIC COMMENT

None

IX. NEXT MEETING DATE

August 17, 2017

X. ADJOURNMENT

Meeting adjourned at 10:11

**Next Meeting Date:
Thursday August 17, 2017
Time 9:00 a.m.**