

Two Rivers Special Road District
Board of Directors Meeting
August 3rd, 2022

The meeting was called to order by President Megan Tucker, at 6:00 p.m. on Wednesday, August 3rd, 2022 at the Sunriver Library, in the Sunriver Business Park & via Microsoft Teams.

In attendance:

Megan & Joe Tucker, Heather & Zach Johnson, Jerry Tisdale, Kerry & Arleigh Coons, Steven Emerson, Michelle Assia, JR Khusman, Mike Hurley, George & Carol Chambers, Fae & Cody Larimer, Dana & Lin Brown, Shawn & Natalie McDaniel, Nicole Phelps, Shalom, Tony DeBone & Randy Silvey

The group reviewed the minutes from the prior board meeting. Heather motioned to approve the minutes. Megan seconded the motion. All were in favor of approving the minutes.

Treasurer Report

Heather presented the treasurer's report. Our ending account balance as of the last meeting was \$17,842.98

We received 1 check from the county for \$9.92, deposited via mobile deposit.

We had 1 expense to be paid: Check 1216 – to Red Rock Grading for touch up grading - \$675.00

Current account balance as of 08/01/2022 is \$17,177.90

We owe two bills: Megan Tucker for computer purchase reimbursement - \$469.99, Envirotech for dust abatement - \$8,892.39. A third bill came in after the treasurer's report was made. It is for the purchase of the speed signs - \$184.00. Megan made a motion to pay all 3 bills. Heather seconded the motion. All were in favor.

Please see attached treasurer report for full report.

After approval of minutes and treasurer report, Tony Debone was introduced:

Tony talked about what a road district is and explained how the board is appointed - it is a board decision and there isn't an election process. Megan asked about doing an election vs board appointment because members of the community have asked her and Tony explained that the by-laws would need to be changed and legal would need to be involved. Tony stated that the willingness for an election would need to be present, a ballot submission done and that there is a cost associated that the road district would be responsible for. Jerry asked if an informal election could be held at a regular board meeting and Tony said sure, but that the position is still board appointed. Tony mentioned that Megan could speak with SDAO if she wanted a clearer answer about voting/election.

Tony gave a recommendation for running future meetings: Have a public testimony option at beginning and end of the meeting. Beginning will be items that aren't covered on the agenda, ending for items on agenda. The board thinks this would be a good recommendation to implement.

Old Business:

Road Maintenance

Dust abatement has been applied. We received a couple of emails from the community regarding placement of product. Megan reached out to Tyson at Envirotech. He came out and drove the roads with Megan and said he would address our concerns with the driver.

Road Maintenance Committee

Megan would like to see the Road Maintenance Committee be formed again. It was discussed at the previous meeting. George Chambers, Cody Larimer, Doug Hanson (although he wasn't at this meeting) Joe Tucker, and Zach Johnson expressed interest in being on the committee. Since Doug wasn't in attendance, we will finalize the committee next meeting and pick someone to chair the committee.

Speed Signs

Signs have been ordered (on 7/19/22) and we received the invoice, which we approved to pay but it doesn't include shipping costs. A community member asked if we would be using the old stop sign posts for installing the speed signs. Board stated that a discussion had been had about getting new wooden signs, but a decision hadn't been fully made, as we need to confirm the cost for new poles. It was asked that when we install the signs, we call locate so no lines are damaged. Megan agreed as we did this prior to spring grade.

Reimburse for Sign Restoration

No update at this time as Doug wasn't at the meeting.

Open Board Position:

Megan explained position and term. We have an open board position. This is a board appointed position. The term ends 12/31/23. She also explained that we are now using an application process recommended by SDAO. Jerry expressed interest and was then nominated by Nicole. Nicole asked why the process had changed from prior years and it was explained that we are trying to align with the procedures set forth by SDAO and got the application from them. Nicole asked what criteria would be used to decide, Megan stated applicants will need to complete the application, be residents of the community, registered voters and attend meetings. Nicole had some concerns with the process and asked to see the application. Attached is a copy of the application that is being used. Jerry Tisdale and Randy Silvey took applications. Jerry also explained what he learned from speaking with the county and suggested a community vote. Again, this is a board appointed position.

New By-Laws Update:

SDAO sent by law suggestions to all road districts in late 2019. Our board never adapted them, but as part of making sure we are following all processes, we are working on them now. Megan asked for volunteers at a previous meeting for someone who would like to help the board create/update by laws. Arleigh volunteered and has met with the board to have an initial conversation. In looking for our current bylaws, we found the formation documents from March 11th, 1987. On November 30th, 2015 there is a letter appointing board members to the vacant board. On February 3rd, 2016 a resolution to implement a permanent tax rate limit of \$2.00 per \$1,000.00 was signed. On December 7th a resolution was signed to change the name of the district from Deschutes River Recreation Homesites Unit 8 Part 3 Special Road District to Two Rivers Special Road District. We have attached copies of referenced documents. Old by laws don't contain much and are from when the district was first formed in 1987. We are in the process of writing up updated by-laws that we will present hopefully at the next meeting. A community member

asked about the by-laws and adding that background checks be performed on the board, especially treasure positions. Megan asked Tony about this, and he said it was a possibility, but would be another cost to the district. Megan reminded the community that checks and balances are in place to prevent theft. Our board requires two signatures on checks & the board initials all bank statements to confirm money is in fact in the account.

Microsoft Teams Meetings – Purchasing of a Computer

We have purchased a computer for district use. We are working out the bugs this meeting and hoping to have the camera and microphone working at the next meeting.

New Business:

None at this time

Open Forum:

Nicole commented that for the online platform participants the in-person audience needs to speak loud and clear. Nicole also mentioned that everyone needs to be courteous to those who choose to not be in person. Question was asked if online options would be continued, and how did the board function before without online. Per new regulations all public meetings must be offered virtually. Tony mentioned that we are living in a technological environment now and that everyone needs to work together to make it work. Had discussion about the use of a mic and possible video.

Jerry asked about the budget plan and why it was lumped together. Discussion was had about breaking budget down further (i.e. Grading, Plowing, Dust Abatement, Rock, etc.) and then going over on budget in that line item. It was explained that we aligned our budget with that of other districts. Tony added that there aren't that many budget line items and having just a line item for road maintenance does align with all other districts.

Cody asked how much community say goes into what is decided for the district. Megan explained that the board takes everyone's opinion into consideration, whether it's via email, phone, in person in the community or at meetings. We listen to everyone's opinions. Tony reiterated that really the district is only responsible for grading spring/fall, rock at intersections and elsewhere as money allows, snow removal and dust abatement, it's that simple. It was also questioned why only rock on Wolf? It was explained that we had money to do a section of road and it was decided to do it there. We will continue to rock the roads as money allows.

It was stated that a community member has lived in the area for 4 years and wanted to know how the community is included in decisions or informed of what is going on. Board explained that there are boards at all entrances of our district, and emails are sent out, and the district has a website. Megan asked for additional suggestions and it was mentioned that letters, postcards or newsletters could be sent. Megan stated the board had previously done this and didn't get any more community involvement. In 2020 news letters were sent out to the community. Any returned newsletters were hand delivered by the previous president. Tony stated that the sign boards are the most tangible options for community members to get information. The board (or their volunteers) put up the meeting signs 10 days prior to regular meetings. It was mentioned that everyone must have personal responsibility and it's not the board's responsibility to personally invite every member of the community. Also mentioned that the

board does their best to talk to community members when they are out and about or see neighbors outside. The meetings are being attended by more now than they ever have.

Discussed updating email address via sign in sheet or emailing board. We asked that you email the board with new contact information.

A discussion and explanation were had that all community feedback is used by the board, but final decisions are voted on by board. Suggestion to use the terminology of "community feedback" or "voice" instead of vote in future communications. Using the word vote, creates confusion that the community is voting when in reality they are voicing their opinion. The board has the only authority to vote.

There was a suggestion that when deciding on a big item, signs could be put on the board and community input surveys added to the website or sent out separately. Arleigh suggested using Survey Monkey. The board stated they are happy to investigate other options, but we are somewhat limited with our free website.

Community members asked why the county isn't more active in maintaining our roads and why they don't contribute. Tony answered stating that the money the county has for road maintenance doesn't keep up with the cost of upkeep. He stated that the county road division hasn't and won't be taking on any new roads, they simply don't have the resources.

It was asked why the far end of Whittier isn't maintained by the county as that portion isn't part of a district. Discussion was had that the road wasn't built to county standards, so they refused to maintain it. Tony suggested that our board bring discussion to the county meetings to see what can be adopted. He said there is a possibility that we could get the county to force that section to be added to our district.

Stephan asked if there were any grants available for the road districts and Tony said no.

Next Meeting Date:

The library is already booked for next month's regular day. We have scheduled the next meeting for Wednesday, September 14th @ 6:00PM at the Sunriver Library and via Microsoft Teams.

There being no further business, the meeting was adjourned at 7:35 p.m. by President Megan Tucker.

Respectfully submitted,
Megan Tucker
Two Rivers Special Road District President

Two Rivers Special Road District
Treasurer's Report
August 3rd 2022

Our ending account balance as of last meeting was: \$17,842.98

Income:

- We received 1 check from the county for tax turnover:
Check # 4488763- \$9.92 mobile deposit

Expenses:

- Check 1216- Red Rock Grading \$675.00

Current account balance as of 08/01/2022 is: \$17,177.90

Bills to be paid:

- 8/1/2022 Check 1218- \$469.99 Megan Tucker for computer reimbursement
- 8/1/2022 Check 1219 -\$8,892.39 Envirotech

Respectfully submitted,
Heather Johnson
Two Rivers Special Road District Treasurer

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

A Final Order Creating *
Deschutes River Recreation *
Homesites, Unit 8, Part 3, *
Special Road District. *

ORDER NO. 87-009

WHEREAS, a final hearing regarding the formation of Deschutes River Recreation Homesites, Unit 8, Part 3, Special Road District was held on March 11, 1987; and

WHEREAS, sufficient written requests for an election were not filed by resident voters within the District; now, therefore,

THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, ORDERS as follows:

Section 1. That the territory described in Exhibit "A", attached hereto and by this reference incorporated herein, is formed into Deschutes River Recreation Homesites, Unit 8, Part 3, Special Road District.

Section 2. That the territory described in Exhibit "A" and depicted on the map marked Exhibit "B", attached hereto and by this reference incorporated herein, shall be considered formed into Deschutes River Recreation Homesites, Unit 8, Part 3, Special Road District as of the date of this Order.

Section 3. The purpose of this District is to provide improvement and maintenance of roads within said District.

DATED this 11th day of March, 1987.

RECEIVED
MAR 11 1987

DESCHUTES CO. ROAD DEPT.

ATTEST:

Patti Ducci
Recording Secretary

BOARD OF COUNTY COMMISSIONERS
OF DESCHUTES COUNTY, OREGON

Lois Bristow Prante
LOIS BRISTOW PRANTE, Chair

Tom Throop
TOM THROOP, Commissioner

Dick Maudlin
DICK MAUDLIN, Commissioner

EXHIBIT "A"

LEGAL DESCRIPTION
FOR
DESCHUTES RIVER RECREATION HOMESITES
UNIT 8 PART III

The North 1/2 of the NE 1/4, the SW 1/4 of the NE 1/4 and the SE 1/4 of the NW 1/4 of Section 1, Township 21 South, Range 10 East, Willamette Meridian, and is described as follows:

Beginning at the NE corner of said Section 1; thence South 0° 04' West 1318.02 feet; thence North 89° 32' West 1314.98 feet; thence South 0° 04' East 1316.15 feet; thence North 89° 27' West 2628.87 feet; thence North 0° 14' West 1312.19 feet; thence South 89° 32' East 1317.47 feet; thence North 0° 12' West 1314.28 feet to the North 1/4 corner of said Section 1; thence South 89° 38' East 2636.04 feet to the point of beginning.

EXHIBIT "B"

HOMESTEAD RIVER RECREATIONAL HOMEITES UNITS PART 3											
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November 30, 2015

David Doyle
Deschutes County Legal Counsel
1300 NW Wall Street, 2nd Floor
Bend, Oregon 97701

Dear Mr. Doyle:

The Deschutes River Recreation Homesites Unit 8 Part 3 Special Road District was officially formed on March 11, 1987. Currently, all of the positions on the Board of Directors are vacant. We would like to have the following persons appointed to the Board of Directors for the Road District:

1. Shawn McDaniel / President
54756 Wolf Street
Bend, Oregon 97701
3-Year Term Effective January 1, 2016
2. Nicole Precone / Secretary
17105 Mayfield Drive
Bend, Oregon 97707
2-Year Term Effective January 1, 2016
3. Josh Hanson / Treasurer
54770 Wolf Street
PO Box 3994
Bend, Oregon 97707
1-Year Term Effective January 1, 2016

Please present this information to the Board of County Commissioners for their consideration.

Sincerely,



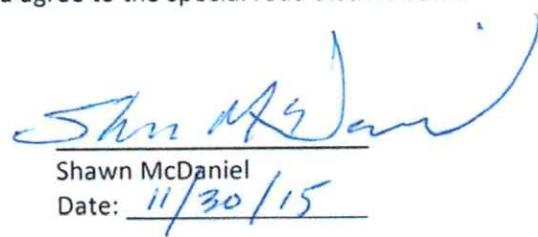
Nicole M. Precone
pinecone2k@hotmail.com

Copy Nancy Blankenship, Deschutes County Clerk (via email)

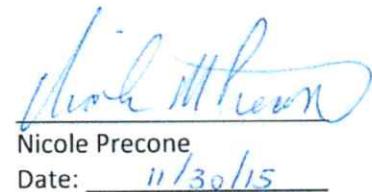
[Signatures and acknowledgments on following page]

David Doyle
November 30, 2015
Page 2

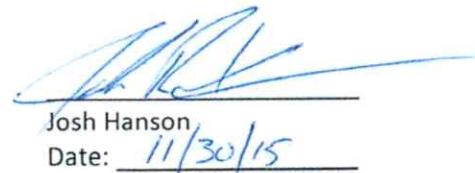
I, Shawn McDaniel, hereby acknowledge and agree to the special road district board appointment and term specified above.


Shawn McDaniel
Date: 11/30/15

I, Nicole Precone, hereby acknowledge and agree to the special road district board appointment and term specified above.


Nicole Precone
Date: 11/30/15

I, Josh Hanson, hereby acknowledge and agree to the special road district board appointment and term specified above.


Josh Hanson
Date: 11/30/15

DRRH U8P3 SPECIAL ROAD DISTRICT – RESOLUTION NO. 2016-01

**A RESOLUTION OF THE DESCHUTES RIVER RECREATION HOMESITES UNIT 8
PART 3 SPECIAL ROAD DISTRICT BOARD OF DIRECTORS APPROVING THE
SUBMISSION OF A BALLOT MEASURE TO THE LEGAL VOTERS OF THE DISTRICT
FOR APPROVAL TO ESTABLISH A PERMANENT TAX RATE LIMIT FOR THE
DISTRICT.**

WHEREAS, the Board of Directors (“Board”) of Deschutes River Recreation Homesites Unit 8 Part 3 Special Road District (“District”) has prepared a Notice of Measure Election and Explanatory Statement to submit to the Deschutes County Clerk to present a ballot measure to the legal voters of the district for their approval at a general election to be held on May 17, 2016.

NOW, THEREFORE, BE IT RESOLVED, by and through the Board meeting in regular session, as follows:

1. The District shall submit a Notice of Measure Election and Explanatory Statement to the Deschutes County Clerk for the purpose of submitting to its legal voters the following question:

Shall DRRH U8P3 Special Road District establish a permanent tax rate limit of \$2.00 per \$1,000 assessed value beginning 2016-2017?

2. Tuesday, May 17, 2016 is designated as the date for holding the election on the question stated in Section 1.

3. The Explanatory Statement for the County voter’s pamphlet is attached as Ex. 1.

4. The election will be conducted by the Deschutes County Clerk’s Office in accordance with Oregon law.

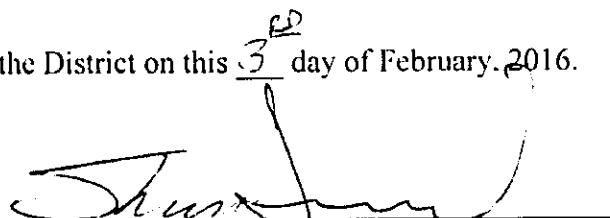
5. The Ballot Title to appear on the ballot shall be:

**“CAPTION: ESTABLISHING A PERMANENT TAX RATE LIMIT
FOR A ROAD DISTRICT**

QUESTION: Shall DRRH U8P3 Special Road District establish a permanent tax rate limit of \$2.00 per \$1,000 assessed value beginning 2016-2017?

SUMMARY: If approved, this measure would authorize the Special Road District to tax properties within the District to improve and maintain public roads contained within the District’s boundaries at a maximum permanent tax rate limit of \$2.00 per \$1,000 assessed value and is estimated to raise \$17,610.00 in operating funds for the District in the 2016-2017 tax year.

ADOPTED by the Board of Directors of the District on this 3rd day of February, 2016.



Shawn McDaniel, President

Attest:



Nicole M. Precone

Nicole M. Precone, Secretary

DRRH U8P3 SPECIAL ROAD DISTRICT – RESOLUTION NO. 2016-03

**A RESOLUTION OF THE DESCHUTES RIVER RECREATION HOMESITES UNIT 8
PART 3 SPECIAL ROAD DISTRICT BOARD OF DIRECTORS APPROVING CHANGING
THE NAME OF THE DISTRICT**

WHEREAS, it has come before the Board of Directors (“Board”) of Deschutes River Recreation Homesites Unit 8 Part 3 Special Road District (“District”) that the residents of the District desire to change the name of the District to shorten the name of the District.

WHEREAS, the Board has solicited ideas and suggestions for a new name for the District.

WHEREAS, the Board, in a regularly scheduled board meeting, voted on changing the name of the district to “Two Rivers Special Road District” (the “Name Change”).

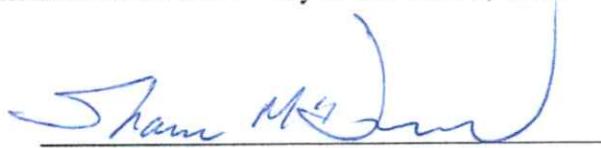
WHEREAS, the Board held a public hearing and a meeting to approve the Name Change pursuant to ORS 198.793.

WHEREAS, the Board has approved the Name Change and is instructed by the District to submit the Name Change to the appropriate state and local officials.

NOW, THEREFORE, BE IT RESOLVED, by and through the Board meeting in regular session, as follows:

1. The Board has approved the Name Change for the District.
2. The name of the District shall be Two Rivers Special Road District.
3. The Board shall notify all proper state and local officials regarding the Name Change pursuant to ORS 198.794.
4. The Board shall take all proper steps of changing the name of the District on all accounts and documents.
5. All references to the prior name of the District shall be considered references to the new name of the District.

ADOPTED by the Board of Directors of the District on this 7th day of December, 2016.



Shawn McDaniel, President

Attest:



Nicole M. Precone, Secretary