

Association of Unit Owners of Ranch Cabins

Board of Directors:
Terry Glenn - 360-907-3604
Roberto deCastro – 503-781-5938
Steve Mahoney - 503-472-8668
Scot Sutton – 503-347-4685
John Warren – 541-977-3558

www.RanchCabins.org
SRRanchCabins@gmail.com

18160 Cottonwood Rd, #165
Sunriver, OR 97707-0548

Ranch Cabins Association of Unit Owners Spring Board Meeting Minutes Saturday May 22, 2021 – 10am Fort Rock Park Gazebo / Mary McCallum Park

Call meeting to order – Meeting called to order by Chair Terry Glenn at 10:12am

Determination of a Quorum – Quorum was established with 4 of 5 Directors present in person. John Warren was unable to attend. The following members were present:

Directors

19 – Terry Glenn
33 – Roberto deCastro
09 – Steve Mahoney
34 – Scot Sutton

Members

32 – Joe and Marcia Kurtz
05 – Pat Lampton
23 – Mike and Anne Hasson
25 – Rick Witte and Randi Wolf
35 – Andy and Tracy Klein
26 – Don & Edie Stows
38 – Joe & Sherry Wonderlick
14 – Mack Brown
13 – Bob Arnold
24 – Charlie Piper
11 – Doug & Linda Smith

Approval of Spring 2021 Board Meeting Minutes – Moved, Seconded, Passed

Treasurer's Report – Steve Mahoney reported the following financial highlights through April 30th:

- Assessment Revenues are exactly as expected and budgeted.
- We gave \$2,593 in Annual Pay discounts out of a budgeted \$4,139. The \$1,545 difference is un-budgeted income available to pay expenses.
- We have collected \$902 of Late Fees, which is also un-budgeted income available to pay expenses.
- The full year's contribution to Reserves has been made for 2021.
- Snow Removal costs have been \$4,110 out of a \$4,750 Budget.
- Tree Removal expense so far in 2021 has been \$2,600 out of \$5,500 budgeted.
- Net Income reflects Revenue exceeds Expenses by \$19,384 putting us in good shape for summer expenses.
- Cash position is \$67,303 in Operating Account and \$176,201 in Reserves. We have about \$53,000 more cash than the same time last year due to accumulation of Reserves and more owners having paid annually.
- Accounts Receivable has a credit balance due to annual payments, only one \$25 late fee is in arrears.

Motion to approve Treasurer's Report, Seconded, Approved.

Manager's Report – Gerry reported:

- Klaver Landscaping contract was renewed at the same level as 2020.
- Robert Daggett's pool maintenance contract was renewed at the same amount as 2020, which is paid in 12 monthly installments. There is a chlorine shortage but Mr. Daggett anticipates obtaining sufficient supply through the season but will not be able to "stock" our full season of chemicals at pool opening as usual.
- The Painting walk-thru evaluation has not yet been done, but Gerry feels we may be able to scale back painting expense to \$5-\$6,000 in touch up this year which would allow diversion of painting budget to SROA-demanded tree work.

Meeting was interrupted by a group carrying potluck dishes who claimed to have reserved the Fort Rock Picnic Shelter. Meeting was briefly adjourned and re-convened shortly thereafter at Mary McCallum Park.

SROA Ladder Fuel Compliance – Terry Glenn reported a "Notice of Deficiency – Advisory" letter had been received from SROA demanding compliance by June 7, 2021 or a "Notice of Deficiency" would be issued requiring compliance within 30 days (July 7th), after which a citation would be issued for non-compliance. Under SROA Rules and Regs, the citation would be a \$500 fine which would double each additional 30 days of non-compliance. The "Notice of Deficiency" specifies the following issues must be brought into compliance:

- Trim all branches within 5 ft of roof or walls, and 15 ft of chimneys
- Trim dead limbs up to 10 ft from grade
- Remove smaller trees growing into canopy of larger trees
- Remove marked trees to minimum spacing of 6-8ft between trunks (30 trees marked)
- Relocate firewood 20 ft from structure during fire season

Spring River Tree Service has provided an estimate of \$5,737 for compliance with tree limb requirements, although this includes removal of some trees rather than limbing a tree that will soon need removal. Another \$12,945 estimated to remove the 30 trees specified by SROA plus a couple additional trees deemed "hazardous". Overall, \$18,682 cost. We have \$2,900 left in the Budget.

Discussion ensued. SROA's demand comes as a surprise after letters in 2019 and 2020 stating Ranch Cabins were not out of compliance, and of course fairly substantial tree removal expenditures in both years. Nonetheless, SROA Rules and Regs contain a detailed Ladder Fuel Reduction Plan which became mandatory in 1996. Careful inspection of marked trees revealed all marked trees were either growing into the canopy of other healthy trees, within the 6-8 ft spacing, too close to cabins, and many are larger lodgepole pine nearing the end of their life-cycle, and while not hazardous today, are likely to become so in the near future due to their age/size. With last year's devastating wildfires fresh in mind, there was reluctance to argue against reasonable precautions or to delay taking precautions. We have sufficient Reserve Funds that could be borrowed and repaid prior to the need for the Reserves and the law allows doing so.

Motion: Steve Mahoney moved to borrow Reserve Funds to complete all of the required and estimated tree work as soon as it could be accomplished by Spring River Tree Service at a total cost of \$18,682. The Board will establish a repayment schedule from future Operating Assessments to repay the borrowed funds. Other budget savings, contingency funds, etc. will mitigate the amount borrowed from Reserves. Seconded and Approved.

Stump Grinding – Spring River Tree Service offered an estimate of \$3,250 to grind all stumps throughout the complex including the 30-some additional Ladder Fuel Reduction trees noted above. This is within the budget membership voted to allocate at the 2020 Annual Meeting. The cost is far below other estimates. This bid is limited to grinding the stumps and leaving the chips in the resulting hole. There will be additional cost to remove the chips, fill with soil, and seed. It was

Moved, Seconded and Passed to proceed with the \$3.250 bid to grind all stumps and deal with filling the holes with soil and seeding at a later date, possibly by work party.

Planting of New Trees – Terry reported having visited 6 local nurseries in late April and learning there was a Ponderosa Pine “shortage”. The only stock found was 3-4 ft plants at \$150 each plus another \$50 to have planted. They would not be guaranteed without an adequate watering system. It was also noted there was a large number of small sapling Ponderosa in rough areas along the bike path, some of which are on Commons and some on RC property. Transplants have high mortality but there are some examples of successes in the complex. Project put off until Fall.

Firewood Piles – SROA is demanding firewood be moved away from buildings during fire season, June 1 to Nov 1. Simply moving wood 20 ft from cabins would block sprinkler, mowers, and be unattractive. An allowed alternative is for wood to be “fully enclosed”, the definition of which is contentious. SROA Natural Resources Staff claims a vinyl cover is not “fully enclosed” but only a building structure would fit the requirement, although the rule does not include that detail.

Board members conceived a conceptual design for an enclosed wood shed on A-D units next to the fireplace utilizing a metal roof of the type a few cabin owners have added.

Motion: Steve Mahoney move that Gerry and Board secure a bid/quote from TNT Construction to build add-on modular enclosed fire wood containment units that would conform to existing Ranch Cabin aesthetics and be available to purchase individually by owners who desire to maintain a supply of firewood at their homes in conformity with requirements for “fully contained” wood storage as set forth by SROA mandates. Seconded and Approved.

Motion: Steve Mahoney moved that current piles of firewood which are stacked near homes not currently in compliance with SROA requirements be moved by owners to designated area for communal wood storage during the Sunriver Fire Season (6/1/21 through 11/1/21). These designated areas will be available on a temporary basis. Owners will be responsible for the transport and storage of their wood and neat stacking in these communal areas. Seconded and Approve.

The designated communal wood storage areas are a marked area north of the pool fence or a marked area along the log rail fence separating Circle 4 Condos from RC 23.

UPDATE: The Sunriver Fire Chief was contacted subsequent to the meeting. He felt the situation at Ranch Cabins was not as concerning as other houses in Sunriver and agreed to seek a compromise solution for Ranch Cabins. We are awaiting that response.

Pool Opening / COVID – Terry reported the May 20, 2021 update of OHA Guidance on outdoor pools continues to require a “Social Distance Monitor”. No information is available to suggest when or if this guidance will change. We do not have resources to hire a pool monitor and there is little popular support among members to do so. Therefore, the pool will be open only when an owner volunteers to serve as Pool Monitor, which is likely to be a sporadic schedule. Any Unit Owner may volunteer, effectively making the pool available to all Owners. Details on volunteering as a Pool Monitor were sent out by email. Vacation renters should be advised the Ranch Cabin pool may or may not be open during their visit.

Recycling Center Vote - Joe Wonderlick reported there was an upcoming SROA vote on a Recycling Center. Based on some involvement, he felt an alternative if not approved may be mandatory side-yard recycling service which could impose need to modify our garbage enclosures. He did not have a vote recommendation but did say each owner should evaluate and vote.

The Fall Annual Meeting date was tentatively set as Oct 16, 2021.

Meeting Adjourned about 12:30pm

A work party followed that trimmed branches along the entry driveway and removed 12 of the smaller trees on the SROA list of 30 trees. The effort lasted about 3 hours and produced significant piles of debris.



Community Development • Natural Resources

Community Development 541-593-6645 • Natural Resources 541-593-1522
PO Box 3278 / 57455 Abbot Drive, Sunriver, OR 97707 • www.sunriverowners.org

April 8, 2021

NOTICE OF DEFICIENCY – ADVISORY (2021) LADDER FUELS REDUCTION

Dear Owner of Ranch Cabin Condos:

To reduce the risk of catastrophic wildfire in our community, support Sunriver owners in protecting their structures and property, and to ensure compliance with Sunriver Owner Association (SROA) and state requirements, the SROA Natural Resources Department inspects Sunriver properties to identify lots that need to be brought into wildfire defensible condition. In the event of a wildfire, those properties in compliance with the Sunriver Ladder Fuels Reduction (LFR) Plan are more likely to be defended by firefighters, while those out of compliance may be less defensible.

Upon inspection, we have determined that your property is out of compliance with the Sunriver LFR Plan. This Advisory is intended to give you time to plan ahead. We will be sending a "Notice of Deficiency" on or around June 7, 2021, after which you will have 30 days to bring your property into compliance and prevent enforcement action.

To assist you in these efforts, enclosed you will find the following:

- Forest management permit (provides specific guidelines for LFR work on your property)
- SROA registered contractor list

Please call SROA Natural Resources after the LFR work is complete on your property. We will conduct a final inspection to verify compliance with the LFR plan and certify your property with the State. Compliance with the Sunriver Ladder Fuels Reduction Plan will allow SROA to certify most Sunriver properties with the Oregon Department of Forestry (ODF), under the Oregon Forestland-Urban Interface Fire Protection Act of 1997*. All property certifications in Sunriver must be performed or verified by SROA Natural Resources staff, whom ODF has designated as Type III Accredited Assessors, with authority to state-certify Sunriver properties.

Thank you in advance for your assistance in making Sunriver more defensible against wildfire. We truly appreciate your help. Please feel free to call SROA Natural Resources at 541-593-1522 or naturalresources@srowners.org if we can be of service to you.

Sincerely,

Patti Gentiluomo, Director
SROA Natural Resources Department

Tim Moor, Fire Chief
Sunriver Fire Department

Enclosures

*The Oregon Forestland-Urban Interface Fire Protection Act empowers the state to collect up to \$100,000 in suppression costs from a landowner if a wildland fire originates on the owner's property, the fire spreads within the protection zone around a structure and driveway that does not meet the standards, and the Oregon Department of Forestry incurs extraordinary costs for suppression.



FOREST MANAGEMENT PERMIT - 2021 LFR

NATURAL RESOURCES • PO BOX 3278 SUNRIVER, OR 97707
(541) 593-1522 • WWW.SUNRIVEROWNERS.ORG

DATE OF ISSUE: 4/8/2021
PERMIT EXPIRES: 7/7/2021

PROPERTY: **Ranch Cabin Condos**

DC TAXLOT: 191132B090000

c/o Gerry Stearns #815-2004

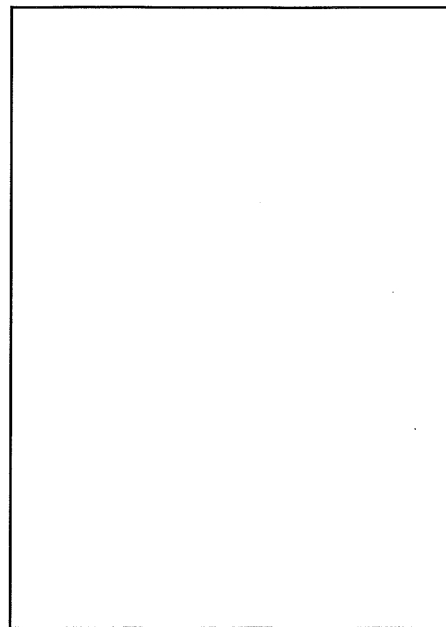
PERMIT ACCOMPANIES:

☐ COURTESY LETTER

☒ NOTICE OF DEFICIENCY

Boxes marked with a check (✓) indicate work to be done in accordance with SROA's current Ladder Fuels Reduction Plan

- ☒ Trim all branches within 5' of roof or wall, and/or 15' of chimney
- ☐ Remove all bitterbrush within 15' of structure and/or 3' of tree driplines
- ☐ Trim live limbs on trees taller than 20', up to 6-8' from grade; or the lower 1/3 of trees shorter than 20'
- ☒ Trim dead limbs up to 10' from grade
- ☐ Thin seedlings (less than 4-inch diameter) to 6-8' spacing
- ☒ Remove smaller trees (less than 4-inch diameter) growing into canopy of larger trees
- ☐ Remove dead and down material
- ☐ Remove pine needles from roof
- ☒ Remove marked trees; trees larger than 4-inch diameter need to be thinned to a minimum spacing of 6-8' between trunks
→ If this box is checked, call 541-593-1522 and see note below
- ☒ Relocate firewood 20' from structure or to property line during fire season
- ☐ Thin dense stands of flammable landscaping, such as juniper, manzanita, or arbovitae within 15' of structure



REQUIREMENTS/SPECIAL INSTRUCTIONS: *Remove 23 Lodgepole + 7 Ponderosa for LFR.
OK to remove 1 Lodgepole east of #38 as possible hazard. All trees
marked with orange paint. See attached diagram for approximate
location of trees.*

IMPORTANT NOTES:

- Private property owners/permit holders have the sole responsibility for verification of property lines. SROA advises all property lines must be verified prior to the removal or alteration of any trees, vegetation or other natural materials.
- No LFR work is authorized beyond owner's property boundaries or on commons.
- Only marked trees noted on this permit are authorized for removal. Trees must be cut to within 4" of grade.
- Removal of native shrubs including wax currant, rabbitbrush, and Oregon grape is prohibited.
- Owners are responsible for removal of all slash (woody debris such as limbs, seedlings, bitterbrush, etc.) generated by an approved Forest Management Permit.
- If the box "Remove marked trees" is checked, call 541-593-1522 or email naturalresources@srowners.org to request trees be marked. Upon receipt of your call, SROA staff will mark trees that need to be removed with orange paint and will send an updated permit to you with a diagram of approximate tree locations and additional instructions.

VISIT WWW.SUNRIVEROWNERS.ORG FOR:

- Instructions about SROA's LFR materials curbside pick-up program
- Photos, diagrams, and other resources to help with LFR activities

CONTACT SROA AT 541-593-1522 or naturalresources@srowners.org
when all LFR work is complete to request a re-inspection.

AUTHORIZED BY:

PATTI GENTILUOMO

SROA NATURAL RESOURCES DIRECTOR

SROA OFFICE USE ONLY:

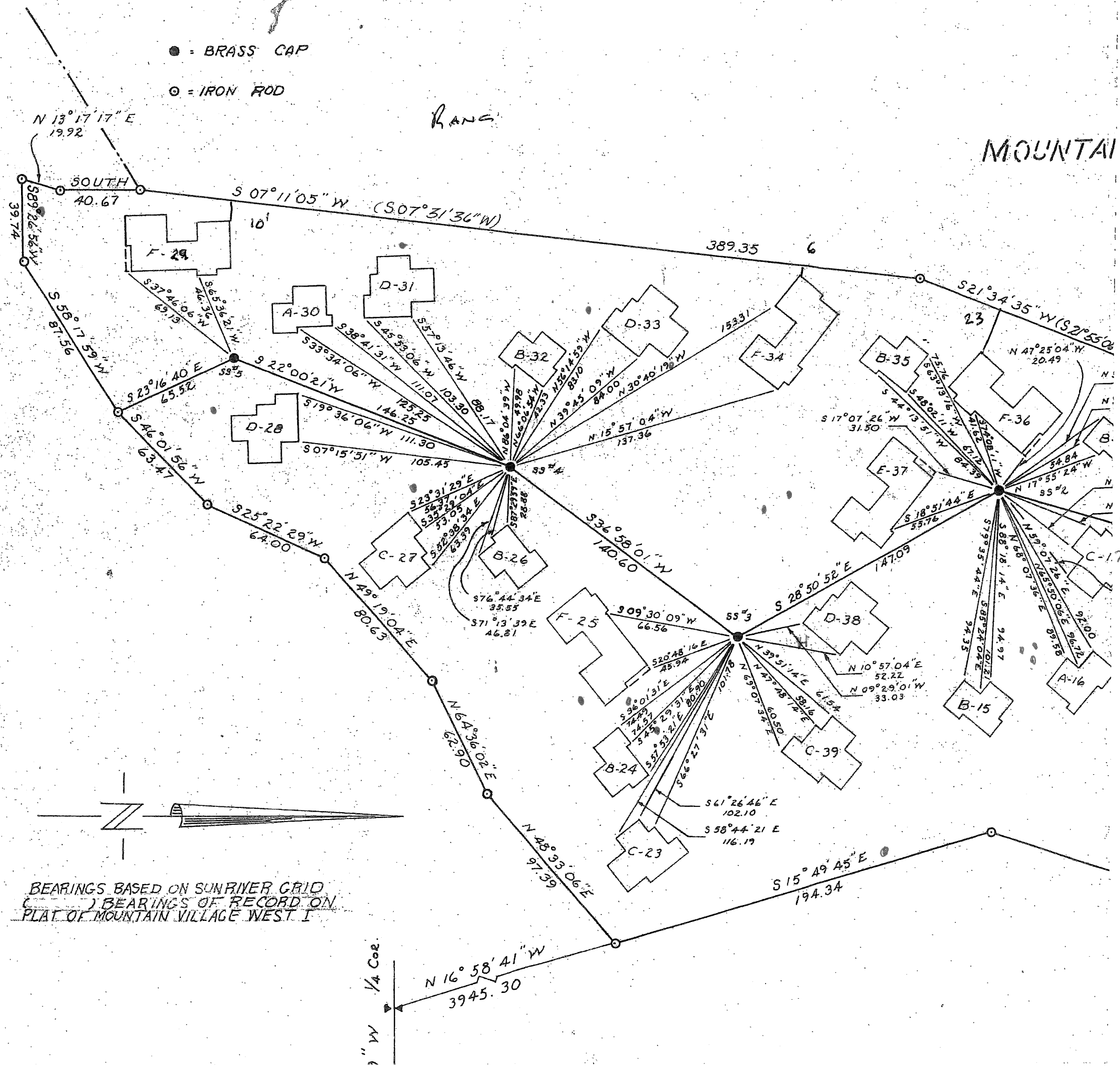
20CL, 19CL

● = BRASS CAP

○ = IRON ROD

RANGE

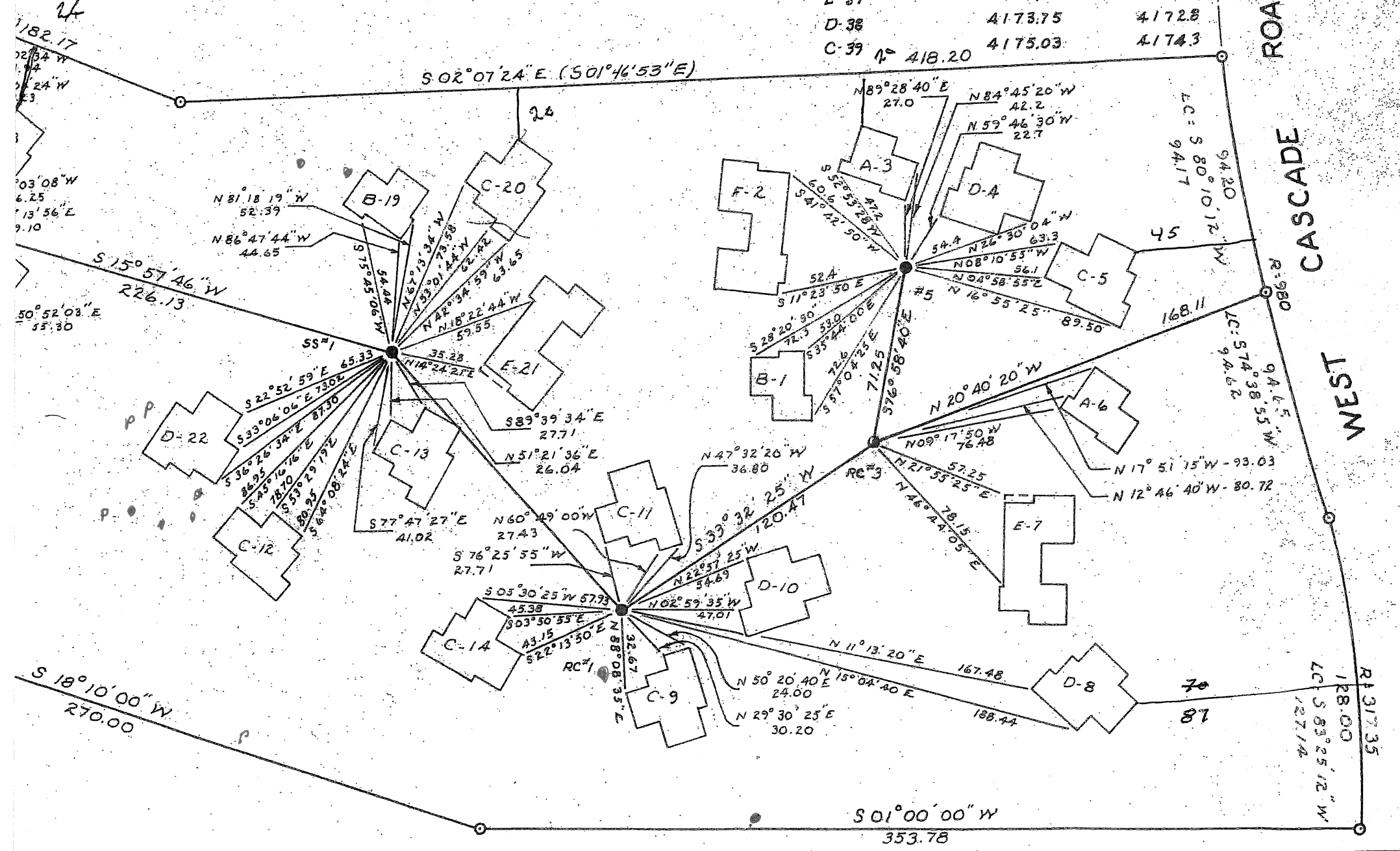
MOUNTAIN



BEARINGS BASED ON SUN RIVER GRID
() BEARINGS OF RECORD ON
PLAT OF MOUNTAIN VILLAGE WEST I

VILLAGE WEST I

D-22	4179.28	4178.2
C-23	4173.77	4172.7
B-24	4172.56	4171.6
F-25	4171.48	4170.5
B-26	4169.74	4168.7
C-27	4170.02	4169.0
D-28	4168.23	4167.2
F-29	4166.54	4165.5
A-30	4166.77	4165.8
D-31	4167.49	4166.5
B-32	4168.24	4167.2
D-33	4168.50	4167.5
F-34	4168.75	4167.7
B-35	4170.50	4169.5
F-36	4172.02	4171.0
E-37	4172.03	4171.0
D-38	4173.75	4172.8
C-39	4175.03	4174.3



SUNRIVER PROPERTIES INC.
SITE SURVEY
 DANCH CADINS T & T

REGISTERED
 PROFESSIONAL
 LAND SURVEYOR



Community Development • Natural Resources

Community Development 541-593-6645 • Natural Resources 541-593-1522
PO Box 3278 / 57455 Abbot Drive, Sunriver, OR 97707 • www.sunriverowners.org

May 8, 2020

COURTESY NOTICE LADDER FUELS REDUCTION

Dear Owner of Sunriver multi-family or commercial property,

To reduce the risk of catastrophic wildfire in our community, support Sunriver owners in protecting their structures and property, and to ensure compliance with Sunriver Owner Association (SROA) and state requirements, the SROA Natural Resources Department inspects Sunriver properties to identify lots that need to be brought into wildfire defensible condition. In the event of a wildfire, those properties in compliance with the Sunriver Ladder Fuels Reduction (LFR) Plan are more likely to be defended by firefighters, while those out of compliance may be less defensible.

Upon inspection, we have determined your lot currently is **NOT** out of compliance with the Sunriver LFR Plan for 2020. However, due to increasing wildfire fuel load on your property, your lot may be out of compliance in the near future.

Due to the evolving COVID-19 situation, this notice is intended to give you time to plan ahead and reduce your fuel load prior to wildfire season. As the owner of a substantial amount of property in Sunriver, now is the time to take action – especially if you received courtesy notices in the past.

To assist you in these efforts, enclosed you will find the following:

- Forest management permit (provides specific guidelines for LFR work on your property)
- SROA registered contractor list

Please call SROA Natural Resources after the LFR work is complete on your property. We will conduct a final inspection to verify compliance with the LFR plan and certify your property with the State. Compliance with the Sunriver LFR Plan will allow SROA to certify most Sunriver properties with the Oregon Department of Forestry (ODF), under the Oregon Forestland-Urban Interface Fire Protection Act of 1997*. All property certifications in Sunriver must be performed or verified by SROA Natural Resources staff, whom ODF has designated as Type III Accredited Assessors, with authority to state-certify Sunriver properties.

Thank you in advance for your assistance in making Sunriver more defensible against wildfire. We appreciate your help. Please feel free to call SROA Natural Resources at (541) 593-1522 if we can be of service to you.

Sincerely,

Patti Gentiluomo, Director
SROA Natural Resources Department

Enclosures

*The Oregon Forestland-Urban Interface Fire Protection Act empowers the state to collect up to \$100,000 in suppression costs from a landowner if a wildland fire originates on the owner's property, the fire spreads within the protection zone around a structure and driveway that does not meet the standards, and the Oregon Department of Forestry incurs extraordinary costs for suppression.



FOREST MANAGEMENT PERMIT

SUNRIVER OWNERS ASSOCIATION NATURAL RESOURCES

PO BOX 3278 SUNRIVER, OR 97707 • (541) 593-1522 • WWW.SUNRIVEROWNERS.ORG

DATE **05/05/2020**

PERMIT EXPIRES 120 DAYS FROM ABOVE DATE

PRIVATE PROPERTY OWNERS/PERMIT HOLDERS HAVE THE SOLE RESPONSIBILITY FOR VERIFICATION OF PROPERTY LINES. SROA ADVISES ALL PROPERTY LINES MUST BE VERIFIED PRIOR TO THE REMOVAL OR ALTERATION OF ANY TREES, VEGETATION OR OTHER NATURAL MATERIALS.

LOT: Ranch Cabin Condos

NAME:

Marked boxes indicate work to be done in accordance with SROA's current Ladder Fuels Reduction Plan

- ☒ Trim all branches within 5' of roof or wall, and/or 15' of chimney.
- ☐ Remove all bitterbrush within 15' of structure and/or 3' of tree driplines.
- ☐ Trim live limbs on trees taller than 20', up to 6'-8' from grade; or the lower 1/3 of trees shorter than 20'.
- ☒ Trim dead limbs up to 10' from grade.
- ☐ Thin seedlings (smaller than 4" diameter) to 6'-8' spacing.
- ☒ Remove all smaller trees growing into canopy of larger trees.
- ☒ Remove dead and down material.
- ☐ Remove pine needles from roof.
- ☒ Call (541) 593-1522 for additional permit. Trees over 4" diameter need to be thinned.
- ☐ Relocate firewood 20' from structure or to property line during fire season.
- ☐ Thin dense stands of flammable landscaping within 15' of structure. Type _____

C/L

2020

REQUIREMENTS:

For more information about Ladder Fuels Reduction in Sunriver, visit www.sunriverowners.org

Patti Gentiluomo
SROA NATURAL RESOURCES



Community Development • Natural Resources

Community Development 541-593-6645 • Natural Resources 541-593-1522
PO Box 3278 / 57455 Abbot Drive, Sunriver, OR 97707 • www.sunriverowners.org

May 31, 2019

COURTESY NOTICE LADDER FUELS REDUCTION

Dear Sunriver Owner or Property Manager,

To reduce the risk of catastrophic wildfire in our community, support Sunriver homeowners in protecting their homes, and to ensure compliance with Sunriver Owner Association (SROA) and state requirements, the SROA Natural Resources Department annually inspects Sunriver properties to identify lots that need to be brought into wildfire defensible condition. In the event of a wildfire, those properties in compliance with the Sunriver Ladder Fuels Reduction (LFR) Plan are more likely to be defended by firefighters, while those out of compliance may be less defensible.

Upon inspection, we have determined your lot currently is NOT out of compliance with the Sunriver LFR Plan for 2019. However due to increasing wildfire fuel load on your property, your lot may be out of compliance in the near future. This notice is intended to give you time to plan ahead and reduce your fuel load prior to summer wildfire season.

To assist you in these efforts, enclosed you will find the following:

- Forest management permit (provides specific guidelines for LFR work on your property)
- Sunriver Ladder Fuels Pick Up Program information
- SROA registered contractor list

Please call SROA Natural Resources after the LFR work is complete on your property. We will conduct a final inspection to verify compliance with the LFR plan and certify your property with the State. Compliance with the Sunriver LFR Plan will allow SROA to certify most Sunriver properties with the Oregon Department of Forestry (ODF), under the Oregon Forestland-Urban Interface Fire Protection Act of 1997*. All property certifications in Sunriver must be performed or verified by SROA Natural Resources staff, whom ODF has designated as Type III Accredited Assessors, with authority to state-certify Sunriver properties.

Thank you in advance for your assistance in making Sunriver more defensible against wildfire. We appreciate your help. Please feel free to call SROA Natural Resources at (541) 593-1522 if we can be of service to you.

Sincerely,

Patti Gentiluomo, Director
SROA Natural Resources Department

Enclosures

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FOREST MANAGEMENT PERMIT

SUNRIVER OWNERS ASSOCIATION NATURAL RESOURCES

PO BOX 3278 SUNRIVER, OR 97707 • (541) 593-1522 • WWW.SUNRIVEROWNERS.ORG

DATE **05/31/2019**

PERMIT EXPIRES 120 DAYS FROM ABOVE DATE

PRIVATE PROPERTY OWNERS/PERMIT HOLDERS HAVE THE SOLE RESPONSIBILITY FOR VERIFICATION OF PROPERTY LINES. SROA ADVISES ALL PROPERTY LINES MUST BE VERIFIED PRIOR TO THE REMOVAL OR ALTERATION OF ANY TREES, VEGETATION OR OTHER NATURAL MATERIALS.

LOT: Ranch Cabin Condos

NAME:

Marked boxes indicate work to be done in accordance with SROA's current Ladder Fuels Reduction Plan

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- ☒ Remove all smaller trees growing into canopy of larger trees.
- ☒ Remove dead and down material.
- ☐ Remove pine needles from roof.
- ☒ Call (541) 593-1522 for additional permit. Trees over 4" diameter need to be thinned.
- ☐ Relocate firewood 20' from structure or to property line during fire season.
- ☐ Thin dense stands of flammable landscaping within 15' of structure. Type _____

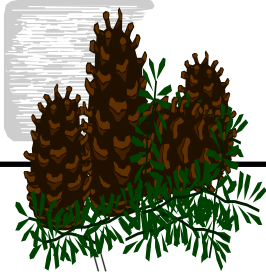
C/L

2019

REQUIREMENTS:

For more information about Ladder Fuels Reduction in Sunriver, visit www.sunriverowners.org

Patti Gentiluomo
SROA NATURAL RESOURCES



Association of Unit Owners of Ranch Cabins

Board of Directors:
Terry Glenn - 360-907-3604
Scot Sutton – 503-347-4685
Joe Kurtz – 503-734-5692
Doug Smith – 503-559-5779
Steve Mahoney - 503-472-8668

www.RanchCabins.org
SRRanchCabins@gmail.com

18160 Cottonwood Rd, #165
Sunriver, OR 97707-0548

Revised Ranch Cabin Pool Physical Distance Monitor Plan

The Physical Distance Monitor (hereafter “Monitor”) has sole responsibility to assure family groups maintain a minimum of 6 foot distance from each other while anywhere within the Pool Fence area or any space within 6 ft of the Pool Gate.

The Monitor has authority to (1) verbally remind guests of physical distance requirement, (2) direct guest(s) to move to another area including temporarily out of the water, or (3) to leave the pool area.

The Monitor is responsible to assure distancing is maintained. In some cases this may require ongoing observation, while in other cases periodic checks may be adequate.

The Monitor may obtain written agreement from a member of a family group to serve as that group’s Monitor. This does not relieve the primary Monitor’s responsibility, but may be an effective means to obtain compliance.

The Monitor may verify status as a Ranch Cabin Owner/Guest and evict trespassers. If necessary, the Monitor may obtain assistance of Sunriver Police.

Volunteer Unit Owner Monitors will sign up via SRRanchCabin@gmail.com for a day or hours. The sign up calendar will be updated and circulated among those who have volunteered. Pool shall only be open while under the supervision of a signed up Monitor.

A new White Board will be posted by the Pool Gate where the day’s Monitor will print their name, and optionally phone number, and the day’s pool hours.

The Monitor will remove the chain overlock while they are monitoring, and overlock it when not monitoring.

The Monitor will retrieve the Monitor Clipboard from inside the restroom and keep it with them during monitoring, and return it to the restroom at the end of the day.

The Monitor will complete one Monitor’s Log Sheet for each day of monitoring and retain the sheet at the back of the clipboard. Prior sheets will serve as a communication log between Monitors, particularly with regard to problematic guests to the pool.

The Monitor’s Clipboard will also contain a supply of individual group monitor agreements.



Pool Monitor's Log Sheet

Date: __SAMPLE_____

Monitor Name: _____ RC # _____

Daily Procedures:

1. Remove chain overlock from gate. Lock chain onto fence.
2. Retrieve Monitor's Clipboard from inside the restroom
3. Print name, phone (optional) and day's pool hours on white board on fence.
4. You are responsible to assure each group remains 6 ft distance from other persons/group. Make your own judgement on how to do that, but check pool at least once every hour at minimum. Record the time you are on the pool deck and observations below.
5. At end of day, assure this Log is completed and put it at back of Monitor's Clipboard.
6. Return Monitor's Clipboard to the restroom (even if you will be monitoring the next day)
7. Lock gate closed with chain overlock.
8. Erase Name from white board

Time At Pool	# of People at Pool	# of Groups	Notes
To			
To			
To			
To			
To			
To			
To			
To			
To			

Signature: _____