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**BLACK BUTTE RANCH SERVICE DISTRICT  
BOARD MEETING**

Thursday April 16, 2026 / 9:00a.m.  
Meeting Location North Sisters Conference Room – Administration Bldg.  
This meeting is open to the Public except as noted.

**Members:** Susan Waddell (C), Jay Hamachek (VC), Caryl Gibson, Jeff Swan, Craig Miller, David Bresinski, Rosemary Norton  
**BBRPD:** Chief Todd Rich, Lt. Andrew Roberts, Admin Manager Bryan Harrison

**AGENDA**

- I. CALL TO ORDER – Waddell**
- II. Approval of Meeting Minutes**
  - a. Approval of March 19, 2026 Meeting Minutes
- III. PUBLIC COMMENT**
- IV. FINANCIAL REPORTS – Hamachek**
  - a. Review and approval of March Financials
  - b. Audit Update – Waddell
  - c. FY 2026-27 Budget Review & Approval
- V. COMMITTEE REPORTS**
  - a. New Officer Interview Committee
- VI. CHAIR’S REPORT – Waddell**
  - a. None
- VII. CHIEF’S REPORT – Rich**
  - a. Personnel
  - b. Activity Report
  - c. Equipment
  - d. Training
  - e. Old Business
  - f. New Business
- VIII. ADMINISTRATIVE REPORT – Harrison**
  - a. Meeting with Governing Board
  - b. Board Website
  - c. Board Training – Public Meetings Law



## **IX. EXECUTIVE SESSION (If Needed)**

- a. Executive Session under ORS 192.660(2f)  
*To consider information or records that are exempt by law from public inspection.*

**At the end of the Executive Session, the Board will reconvene in open session.**

## **X. OLD BUSINESS**

- a. None

## **XI. NEW BUSINESS**

- a. Pending Approvals:
  - i. None

## **XII. BBRSD MANAGING BOARD CALENDAR**

- a. 2026 Calendar
  - i. Deschutes County IT SLA
  - ii. Employee Handbook
  - iii. Board Member Policies and Procedures (moved to May)

**NEXT MEETING DATE – Thursday, May 16, 2026, at 9:00a.m.**