



**BLACK BUTTE RANCH SERVICE DISTRICT
BOARD MEETING**

Thursday October 16, 2025 / 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
Invited Guests: Steve Silva WHA Insurance, Kyle Cummings BBR CEO, Bob BBR HOA Board Chair
Others: Chief Todd Rich (BBRPD), Lt. Andrew Roberts (BBRPD), Admin Mgr. Bryan Harrison (BBRPD)

AGENDA

- I. CALL TO ORDER – Waddell**
- II. Approval of Meeting Minutes**
 - a. Approval of September 18, 2025 Meeting Minutes
- III. PUBLIC COMMENT**
- IV. FINANCIAL REPORTS – Waddell**
 - a. Review and approval of September Financials
- V. COMMITTEE REPORTS**
 - a. Board Member Selection Committee
 - i. Recommendation and Vote for new board members
 - b. Police Chief’s Evaluation Committee
 - c. Black Butte Ranch Rules and Regulations
 - 1(b) Citations, Hearings and AppealsBBR CEO Kyle Cummings will be joining at 11:00am for discussion
- VI. CHAIR’S REPORT – Waddell**
 - a. none
- VII. CHIEF’S REPORT – Rich**
 - a. Personnel
 - b. Activity Report
 - c. Equipment
 - d. Training



VIII. ADMINISTRATIVE REPORT – Harrison

- a. Audit Update - Harrison
- b. New Computer Systems (Update)
- c. Alternative Employee Compensation Option: HRA (Update)
- d. FY 2024-25 SAIF Audit

IX. EXECUTIVE SESSION (If needed)

- a. Executive Session under ORS 192.660(2d)
To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
 - CBA Bargaining Status Update

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

X. OLD BUSINESS

- a. none

XI. NEW BUSINESS

- a. Spending Approvals:
 - i. None

XII. BBRSD MANAGING BOARD CALENDAR

- a. Annual review of insurance with Steve Silva from WHA (In Person 10:00)
- b. Semi-decadal review Lease Agreement with BBRC
- c. Review of Calendar

NEXT MEETING DATE – Thursday, November 20, 2025, at 9:00a.m.