



**BLACK BUTTE RANCH SERVICE DISTRICT
BOARD MEETING**

Thursday November 20, 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, David Bresinski, Rosemary Norton
BBRPD: Chief Todd Rich, Lt. Andrew Roberts, Admin Manager Bryan Harrison

AGENDA

- I. CALL TO ORDER – Hamachek**
- II. Approval of Meeting Minutes**
 - a. Approval of October 16, 2025 Meeting Minutes
- III. PUBLIC COMMENT**
- IV. FINANCIAL REPORTS – Hamachek**
 - a. Review and approval of October Financials
 - b. Audit Update - Harrison
- V. COMMITTEE REPORTS**
 - a. None
- VI. CHAIR’S REPORT – Hamachek**
 - a. Public Meeting Law Reminder
- VII. CHIEF’S REPORT – Rich**
 - a. Personnel
 - b. Activity Report
 - c. Equipment
 - d. Training
- VIII. ADMINISTRATIVE REPORT – Harrison**
 - a. Orientation for new Members
 - b. Cash Intake Processes
 - c. Alternative Employee Compensation Option: HRA (Update)



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. Semi-decadal review Lease Agreement with BBRC

XI. NEW BUSINESS

- a. Spending Approvals:
 - i. None

XII. BBRSD MANAGING BOARD CALENDAR

- a. 2026 Draft Calendar

NEXT MEETING DATE – Thursday, January 15, 2026, at 9:00a.m.