



The regular meeting of the Board of Directors of the Central Oregon Irrigation District (COID) was called to order by Carroll Penhollow, Chairman at 9:00 AM on December 10, 2019 in the District office.

Directors present were Carroll Penhollow, Tom Burke, Terry Blackwell, Paul Kasberger, and Brad Clarno. Also attending were Craig Horrell, Secretary - Managing Director; Shon Rae, Deputy Managing Director; Leslie Clark, Water Rights Director; Bronwyn Bailey, Accounting Manager; Kelley O'Rourke, Land Use Technician; Erin Bathke, Accounting Assistant; Jenny Hartzell-Hill, Executive Assistant; Matt Singer, Legal Counsel; and Brian Meece, Realtor of Record. Visitors present, see Exhibit "A".

1. OPEN FORUM:

None.

2. MINUTES:

Terry Blackwell made a motion to approve the minutes for the November 12, 2019 General Session. Following a second by Tom Burke the motion was approved unanimously. Tom Burke made a motion to approve the minutes for the Special Session on November 19, 2019 following a second by Terry Blackwell the motion was approved unanimously.

3. TRANSFERS / INCLUSIONS:

A water management report was provided to the Board prior to the meeting, Exhibit "B". Carroll Penhollow made a motion to approve the transfers as presented. Following a second by Tom Burke the motion was approved unanimously.

4. REPORTS:

- A. Watermaster Report –
A written report (Exhibit "C") was provided to the Board prior to the meeting.
- B. Operations and Maintenance Report –
A written report (Exhibit "D") was provided to the Board prior to the meeting.
- C. Hydro Report -
A written report (Exhibit "E") was provided to the Board prior to the meeting.
- D. Internal Operations & Communications
A written report (Exhibit "F") was provided to the Board prior to the meeting. Shon Rae informed the Board that the COID FaceBook page postings have been brought in-house and Charlene Robinson will be taking that task on.
- E. Finance Report
A written report (Exhibit "G") was provided to the Board at the meeting. Bronwyn Bailey informed the Board of recent expenditures as well as an update on paying back the loan from the endowment fund.



- F. **Manager Report-**
Craig Horrell provided an oral report on the OWRC Annual Conference.

5. **BILLINGS & PAYROLL:**

Paul Kasberger made a motion to approve the Billings and Payroll as presented. Following a second by Terry Blackwell the motion was approved unanimously.

6. **OLD BUSINESS:**

- **Merkley PL 566**
Craig Horrell updated the Board on the watershed plan. It is in the final review process before it goes to public meeting.
- **SPP Siphon Pier Replacement Project**
Craig Horrell provided details of the status of the pier replacement project. A change order was presented for additional base plates that weren't in the original bid. The amount of the change order is an additional \$20,950. Tom Burke made a motion to approve the capital request for \$20,950. Following a second by Paul Kasberger the motion was approved unanimously.
- **City of Bend IGA**
Staff is still working on the IGA with City of Bend.
- **Budget Review Draft Approval**
The draft budget was provided to the board prior to the meeting, Exhibit "H". An in-depth review was done by the Board.
- **Fee Schedule Approval**
The revised fee schedule was provided to the Board prior to the meeting, Exhibit "I". Board discussion followed. Tom Burke made a motion to approve the fee schedule as presented. Following a second by Terry Blackwell the motion was approved unanimously.
- **Resolution 2019-9 Public Records Policy**
Resolution 2019-9 Public Records Policy was provided to the Board prior the meeting, Exhibit "J". Tom Burke made a motion to approve the resolution as presented. Following a second by Brad Clarno the motion was approved unanimously.
- **Board Compensation**
Paul Kasberger made a motion to have the Board continue to receive reimbursement for technical data as it is necessary reimbursable expense for serving on the Board. Board consensus is that the Board will be paid \$50 per meeting and reimbursed for mileage and technical data.



7. **NEW BUSINESS:**

• **30% Design Presentation**

Mark Wharry with KPFF presented a detailed PowerPoint of the 30% design for the System Improvement Plan.

• **Smith Rock CMGC Approval**

Craig Horrell explained to the Board that the CMGC interviews have been completed. The Board was asked to make a motion to approve Taylor Northwest as the CMGC and approve Craig Horrell to negotiate the contract with Taylor Northwest. Tom Burke made a motion to approve Taylor Northwest as the CMGC and granted authorization for Craig Horrell to negotiate the contract with Taylor Northwest. Following a second by Paul Kasberger the motion was approved unanimously.

• **2020 Instream Leasing**

Staff recommended having the cap increased for 2020 instream leasing back up to 1,600 acres of water rights. Board discussion followed. Paul Kasberger made a motion to have the cap at 1,600 acres of water rights. Following a second by Terry Blackwell the motion was approved unanimously.

• **Water Marketing Pilot**

Craig Horrell explained to the Board the obligation we have to NUID to work on the water marketing pilot. There are two example of pilots that will be presented. The pilot summaries were passed out to the Board, Exhibit "K". Leslie Clark walked the Board through both pilot options. Board discussion followed. Staff from DRC were involved in the discussion. Staff will continue to work on this and bring it back to the January meeting.

• **Foreclosure Action**

A Memorandum of Action Taken by the Board of Directors of Central Oregon Irrigation District was provided to the Board prior to the meeting, Exhibit "L". Tom Burke made a motion to approve the foreclosure actions as presented with exception of any of them that have paid their delinquent accounts to-date. Following a second by Terry Blackwell the motion was approved unanimously.

8. **BOARD COMMENTS:**

None.

At 12:19 PM the Board recessed the General Session and the Board to convene into Executive Session per:

- ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regards to current litigation or litigation likely to be filed.



Following the Executive Session, the Regular Session of the COID Board was reconvened at 12:39 P.M.

The meeting was adjourned at 1:00 P.M. following a motion by Terry Blackwell and a second by Brad Clarno.

Craig Horrell, Manager

Thomas Burke

Bradley Clarno

Dan Ellingson

Paul Kasberger

Carroll Penhollow

APPROVED