

CONSOLIDATED IRRIGATION DISTRICT No. 19

BOARD MINUTES

January 10, 2024

The meeting was called to order at 7:00 p.m. by President Steve Schultz. Board members Dan Evans, Denis McLaughlin, Paul Schultz and Jeff Bass were present as was Manager, Shane Sheppard. Office Manager Donna Riggan was present as well.

The December 18, 2023, Board Meeting Minutes were reviewed and upon a motion by Denis McLaughlin, second by Jeff Bass and a unanimous vote, the Minutes were approved as presented.

The current bills and financial reports were reviewed. Upon a motion by Paul Schultz, second by Denis McLaughlin and a unanimous vote, the financial reports were accepted, and the bills were approved for payment.

Public Comment:

Laura Graham at 6706 N. Ryley lane had a \$8.05 late fee due to a payment that was made but not recorded properly on the day paid, causing the late fee. Denis McLaughlin motioned to waive the late fee, second by Paul Schultz and a unanimous vote, the late fee will be waived this one time.

A petition for annexation for Joseph Meade at parcel 56325.9164 was reviewed. The Manager noted once we receive the signed petition a Resolution "Accepting the Filing of Petition and Setting a Hearing Date" will be set.

The Board proceeded to reorganize. Paul Schultz motioned that Steve Schultz and Dan Evans continue serving as President and Vice President respectively, second by Denis McLaughlin and upon a unanimous vote, Steve Schultz was re-elected as President of the Board and Dan Evans was re-elected as Vice-President of the Board.

The Oaths of Office for Director of Division 3 was signed by Denis McLaughlin and Division 4 by Jeff Bass; a copy is attached to and made a part of these Minutes. Donna Riggan notarized the Oaths of Office after the Directors signed and left the meeting shortly after 7:15 P.m.

Resolution 2024-1 Establishing Regular Monthly Meetings was reviewed, signed, attached to, and made part of these Minutes.

Resolution 2024-2 Director Compensation and Reimbursement for Travel Expenses was reviewed, signed, attached to, and made a part of these Minutes.

Resolution 2024-3 Assessment Rates Board of Equalization was reviewed, signed, attached to, and made a part of these Minutes. New Irrigation Summer Block Rates were noted.

Resolution 2024-4 Segregation of Assessments was reviewed, signed, attached to, and made part of these Minutes.

Resolution 2024-5 Approving Annexation Petition for Timothy and JoAnne Cook was reviewed, signed, attached to, and made a part of these Minutes.

The 2024 Operations & Maintenance Budget was reviewed again. The major expenses for 2024 will be finalizing the Legacy Reservoir, the purchase of a F350 pickup truck to replace the existing 2012 F350, replacement of the 2007 410J backhoe, purchase of a 7' x 14' dump trailer, shop upgrades (garage doors, window changeouts, bathroom), installation of rack and flatbed for 2008 Chassis, installation of automatic ADA wheelchair door and meter updates.

Upon a motion by Paul Schultz, second by Denis McLaughlin and a unanimous vote, the Board approved the 2024 Budget as presented.

Inland Infrastructure LLC has requested its 10th pay request for the Legacy 2 Million Gallon Reservoir. Included in this payment application was the installation of the block on the east side of the Tank along with some fencing. The Manager along with Varela Engineering both agree that the work has been completed for the requested application and approve of the pay request.

The Manager reviewed current and proposed projects within the District.

- a) Circle K – Construction to start.
- b) Sports Hub Expansion – Plans complete. Grading started.
- c) 19311 E. Appleway Storage and Coffee – In construction.
- d) Tapa Business – In design phase.
- e) Kelsey Place – In design phase.

The Board retired to executive session at 8:15 p.m. to discuss the performance of salaried employees. At 8:25 p.m. the Board reconvened to regular open session and, upon a motion, second and unanimous vote, the Board directed that the following raises and benefits be given effective January 1, 2024:

District Manager – increase of \$750/month, \$2,159.77 insurance coverage 2024 and Holiday and Sick pay to follow union contract.

Office Manager – increase of \$550/month, \$1,832.54 insurance coverage 2024 and Holiday and Sick pay to follow union contract.

Office Assistant – increase of \$1.50/hour and \$994.82 insurance coverage 2024 and 10 paid holidays @ 6 hours and 18 hours of personal leave.

Manager reported on field activities:

- a) Service Installs – ¾” services 22, 2” services 2 and 7 repair orders.
- b) Water Mechanic position filled. Nicolas Jackson will start work on February 12th.

There being no further business, and upon a motion by Paul Schultz, second by Dan Evans and a unanimous vote, the meeting was adjourned at 8:50 pm.

Vouchers submitted and approved for payment:

Vouchers	Recipient	Description	Amount
2374	HEALTH CARE AUTHORITY	HEALTH INSURANCE	\$14,113.36
2375	HD FOWLER	INVENTORY	\$59,238.91
2376	CITIES INSURANCE	UMBRELLA INSURANCE	\$80,270.51
2377	DEPARTMENT OF HEALTH	SYS 1 SANITARY SURVEY	\$816.00
2378	H&H BUSINESS SYSTEMS	RICOH COPIER	\$5,112.86
2379	INLAND EMPIRE UTILITY COUNCIL	2024 DUES	\$3,644.00
2380	INLAND INFRASTRUCTURE	LEGACY TANK PAYMENT 10	\$15,932.07
2381	VISION MUNICIPAL SOLUTIONS	SOFTWARE AND IT	\$441.21
2382	WHEAT AND ASSOCIATES	INSURANCE AGENCY FEE	\$3,950.00
2383	SECRETARY REVOLVING FUND	REIMBURSE REVOLVING FUND	\$106,997.17
TOTAL			\$290,516.09

President

Attest:

Secretary