

BOARD MEETING MINUTES

September 8, 2026

Tumalo Irrigation District Office
64697 Cook Ave, Bend OR 97703

BOARD: Jack Billings, Martin Warbington, Yves Teirlynck, David Hampton, Jeffrey Stuermer
STAFF: Chris Schull, April Spath
ATTORNEY: Garrett Chrostek
GUESTS: Greg Mohnen, Frank Siemsen, Kevin Crew, Bob Varco, Steve Putnam, Dave Arnold,
Becky Arnold, Hana Cooper, Matt Foster, Carol Shull, Nunzie Gould, Susie Hart
Zoom Attendees: Michael Miller, Tea Teirlynck

Chairman Billings called the regular board meeting to order at 10:05 a.m. and appointed April Spath scribe.

EXECUTIVE SESSION ANNOUNCEMENT

At 10:05 a.m. the Board recessed the regular session and entered executive session per:

- ORS 192.660(2)(e): To conduct deliberations with persons you have designated to negotiate real property transactions.
- ORS 192.660(2)(f): To consider information or records that are exempt from disclosure by law, including written advice from your attorney.

RECONVENE

Regular session was reconvened at 10:30 a.m. It was noted that Susie Hart was recording the meeting.

PROPOSED CHANGES TO AGENDA

None.

APPROVE MINUTES OF AUGUST 2026 BOARD MEETING

Vice Chair Warbington stated that it was brought out at the SDAO training he attended last month that if a director abstains from voting, the minutes need to reflect the specific reason for abstaining. At the last meeting, Directors Teirlynck and Stuermer abstained from voting on the NRCS amendment because they had not taken a part in the preceding steps and were unclear about what they would be signing off on. It was agreed that the minutes should be amended to include that explanation. Director Hampton made a motion to approve the August 2026 meeting minutes, as amended to reflect the changes discussed. Vice Chair Warbington seconded the motion. Chairman Billings, Director Teirlynck, and Director Stuermer all voted in favor and the motion passed with a vote of 5-0.

LOCAL CONTRACTORS REVIEW BOARD

The Board reviewed a draft of Resolution No. 2026-05, *Adopting Findings of Fact and Authorizing an Alternative Solicitation Process* for the District's remaining piping projects, including Group 5, Group 6, Group 7, and associated sublaterals. Engineer Kevin Crew explained the alternative bidding process and how it benefits the District. A Notice of Public Hearing was published in the Daily Journal of Commerce on September 2, 2026, announcing a public hearing to be held on September 17, 2026, at 1:00 p.m. At that time, the TID Board will convene as the Local Contract Review Board (LCRB) to consider any public comments regarding the draft findings.

Mr. Crew reported that five bids were received for Group 6B, which he noted was a strong response for a project of this type. He explained the scoring process and stated that Taylor NW received the highest

overall score. Mr. Crew recommended that the Board convene as the LCRB on September 17, as advertised, and approve a resolution that would apply not only to Group 6B, but also to future projects included in the approved WaterShed Plan (WSP).

Director Teirlynck expressed concern that the alternative solicitation process had been initiated without prior Board approval and questioned whether the process should be ratified. He also questioned whether the Board should approve a resolution covering future projects that may not receive the same support from future Boards. Director Stuermer agreed that the resolution should be limited to the current project.

Mr. Crew clarified that the alternative bidding process differs from the standard low-bid process in that the highest-scoring proposal is not necessarily the lowest-cost proposal. Under the alternative process, contractors are first ranked based on their qualifications and relevant experience and are then ranked based on their cost proposals. The two rankings are combined to determine the contractor receiving the highest overall score and recommended for award.

Director Teirlynck questioned the amount of technical assistance awarded by the Natural Resources Conservation Service (NRCS) in comparison to Mr. Crew's current hourly rate. Mr. Crew explained that a significant portion of the funding also covers the cost of his subcontractors and does not solely represent his time. He further explained that the remaining laterals included in the WSP require substantial technical drawings and other design work.

Director Teirlynck expressed concern that an RFP for engineering services had not been conducted prior to the design of each project and requested that the matter be discussed further at the next meeting.

Manager Schull stated he would research the requirements, but so far, the District's current process has not resulted in any issues with the state or federal agencies supporting or awarding grant funds to TID.

WATER SUPPLY REPORT

The current water supply report and graph indicated that Crescent Lake was 11% full at ~ 9,490 AF. Manager Schull commented that Crescent Lake was continuing to decrease, and 90% of Deschutes County was still in an extreme drought.

Manager Schull discussed the feasibility of conducting stock runs this year in conjunction with the upcoming piping project. He advised that attempting delivery to only portions of the district could still pose a potential risk of flooding contractors' work areas. The Board agreed with Manager Schull's assessment.

FINANCIAL REPORT

Manager Schull provided the Board with a summary of revenues and expenses for the current fiscal year. Director Teirlynck stated that he had conducted an analysis based on year-to-date actuals and projected that the District could exceed its budget by approximately \$100,000 by the end of FY26.

FIELD OPERATIONS REPORT

Manager Schull presented the written report prepared by TID's Operations Manager, which provided a summary of current field operations and activities. Based on the report, addressing challenges related to easement access and meter reliability will be the Operations Manager's priority going into the new year. During the winter, field staff will focus on various maintenance activities, including ditches, easements, and equipment. Manager Schull stated that the Board can expect to receive a field operations report every few months.

DELINQUENT ACCOUNTS

The Board was updated on the total amount of outstanding assessments and the number of delinquent accounts. As of the September 8 Board meeting, 33 patrons were not on a current payment plan, with past-due assessments totaling approximately \$30,000. Of those patrons, 40% had outstanding balances for both the first and second installments, while 60% had an outstanding balance for only the second installment.

Office staff mailed letters to the delinquent patrons with their September 1 monthly statements. Staff will follow up with these patrons later this month and provide an updated delinquency list at the next Board meeting.

The Board agreed that the District's current Rules and Regulations are too aggressive regarding the process for handling delinquent accounts. The Board will work on updating the Rules and Regulations and will review the delinquent accounts again at the next regular Board meeting before determining which accounts should be referred to legal counsel for the lien process.

ELECTION POLICY

Director Teirlynck brought attention to additional areas of the District's Election Policy that he felt should be addressed, in addition to the proposed changes discussed by the Board in prior months. Attorney Chrostek was directed to review the proposed changes and update the policy accordingly. The Board will review all proposed changes at the September 17 Special Board Meeting.

VOTE BY MAIL RESOLUTION

Board of Directors' positions for Divisions 2, 4, and 5 are up for election on November 10, 2026. Resolution No. 2026-04 was presented to the Board, providing that the 2026 Board of Directors election shall be conducted by mail. Chairman Billings, Vice Chair Warbington, Director Teirlynck, Director Hampton, and Director Stuermer all voted in favor to approve the resolution to conduct the 2026 by mail-in ballot and Resolution #2026-04 was adopted.

DISTRICT FLEET

The Board discussed the need to purchase two new trucks to replace aging district vehicles. The Board agreed that it would be important to develop a plan addressing the District's current and future vehicle needs, including a maintenance plan. The Board also discussed potentially developing a procurement policy.

Director Hampton made a motion to authorize Manager Schull to spend up to \$98,000 for the purchase of two identical, new base-model trucks for field operations through the Oregon Cooperative Procurement Program, with final approval by Chairman Billings once the final cost figures are confirmed. Vice Chair Warbington seconded the motion. Chairman Billings, Director Teirlynck, and Director Stuermer all voted in favor and the motion passed with a vote of 5-0.

OTHER

The Board discussed tree removal and the importance of establishing standard operating procedures defining the length of time the District would remain responsible for tree removal following the completion of piping projects. The Board discussed the possibility of requiring landowners to sign a waiver when they elect to retain trees that would otherwise have been removed during construction. The Board also discussed establishing a policy limiting the District's responsibility for tree removal to three years following completion of a piping project. The Board will continue discussion of the matter at the Special Board Meeting on September 17.

PUBLIC COMMENT

Patron Susie Hart requested time to address the Board and confirmed that the Board had received her letter regarding her concerns about Manager Schull's attendance at the NWRA conference in Boise in August. Chairman Billings directed the Board to review the documents submitted by Hart and prepare a response to her concerns. Manager Schull will review the letter and prepare responses to the questions and concerns raised. Chairman Billings and Director Teirlynck volunteered to review Manager Schull's responses and prepare an official response to Ms. Hart.

APPROVE VOUCHER LIST

Director Teirlynck recommended the District submit a grant funds reimbursement request to cover the payment to Black Rock Consulting for Group 6B.

Vice Chair Warbington made a motion to approve the September 2026 voucher list, and Director Stuermer seconded the motion. Chairman Billings, Director Teirlynck, and Director Hampton voted in favor, and the motion passed unanimously with a 5-0 vote.

NEXT MEETING DATE

The date of the next regular board meeting was set for Tuesday, October 13, 2026, at 10:00 a.m. (Executive session at 10:00 a.m. and returning to regular session at approximately 10:30 a.m.)

The Board was reminded that the Special Board Meeting will be held on September 17, 2026, at 1:00 p.m.

ADJOURN

Director Hampton made a motion to adjourn the regular board meeting at 1:10 p.m., and Director Stuermer seconded the motion. Chairman Billings, Vice Chair Warbington, and Director Teirlynck voted in favor, and the motion passed unanimously with a 5-0 vote.