

**MINUTES OF THE BOARD OF DIRECTORS OF THE  
WOOD RIVER VALLEY IRRIGATION DISTRICT #45  
October 19<sup>th</sup>, 2017**

- 1. CALL TO ORDER:** Director Johnson called the meeting to order at 6:30 p.m., October 19<sup>th</sup>, 2017 at the meeting place, Clearwater Landscaping on Kingsbury Lane, Bellevue, ID.
- 2. ROLL CALL TO ESTABLISH QUORUM:** Director Johnson and Director Casey were present at the meeting.
- 3. READING AND CORRECTION OF MINUTES FOR:**
- 4. PUBLIC COMMENT:**

NONE.

**5. OLD BUSINESS:**

**a. 2018 Budget Process for the BOC:**

The BOC concluded their budget process for 2018 with a meeting on October 18<sup>th</sup>, 2018 to finalize their budget.

Director Johnson clarified that there had been changes to the BOC budget approved by D45 on October 10<sup>th</sup>, 2018. The adjustment was only on one line item 'The canal safety outreach program' for a sum of \$500. This increased the final budget by \$500. Director Johnson asked Jolyon for an Excel version of the BOC budget matrix, not just pdf version.

Director Johnson made a motion to reapprove the adjusted BOC budget for 2018 at \$96,708. Director Casey seconded. Motion passed unanimously.  
\$13,539 is the D45 portion of BOC budget

**b. 2018 Budget Process for the D45:**

The proposed D45 general expenses budget at this time is \$28,165

BOC has asked that any Legal fees be carried by the sub-districts. So Director Johnson would like to increase the legal line item from \$450 to \$500 per month. This line item would cover D45's legal counsel fees and any BOC request for legal counsel payments.

The proposed 2018 D45 general expenses budget is \$28,765 plus BOC 2018 approved budget percentage of \$13,539 equals a proposed D45 2018 budget of \$42,304.

Compared to last year of

D45 general expenses budget of \$36,530 plus BOC budget percentage of \$13,436 equaled a budget for D45 of \$49,966 for 2017.

1. Shirley covered Areas/line items that were unused fully, these were contract labor, dues & subscription, misc, office supplies, legal fees, and rent.
2. Shirley indicated there is a surplus of funds so the directors could consider giving back to the patrons thus reducing their assessment bills.
3. After further discussion regarding the surplus from last year's budget the directors considered accelerating the line item#24 for reserve fund set aside to \$5,000.
4. Director Johnson reviewed the good policy of having at least one year's budget in a reserve fund. Shirley indicated that at this time D45 has a reserve fund in the amount of \$3,500.

Director Johnson made a motion to have a transfer of \$5,000 from this year's surplus from the 2017 budget transferred into the Reserve Fund. Director Casey seconded, motion passed unanimously.

5. They would also leave line item #24 for Reserve Fund set aside of the 2018 budget at the \$2,500 which will be transferred into the Reserve Fund also. For a grand total of \$7,500 transferred into the Reserve Fund for a balance of \$10,000. Both directors felt this would be a prudent step towards having one year's budget in the reserve fund.

Director Johnson made the motion to approve the D45 2018 budget of \$42,304. Director Casey seconded, motion passed unanimously.

**c. 2018 Assessment Book Review:**

A complete review of the patrons listed in the Assessment Book proceeded between Director Johnson and Treasurer Shirley Spinelli. Verification of all patrons being listed correctly within both Shirley's patron names assessment billing list and the Assessment Book was conducted.

1. Shirley plans on redesigning the invoices to acquire more contact information to further her ability and future D45 communication with patrons.
2. Shirley plans on printing Invoices by Nov. 4<sup>th</sup>, 2017 and in the mail by Nov. 6<sup>th</sup>, 2017.
3. Shirley will send the priority rates to Director Johnson for his comparison to the assessments from 2017 to 2018 for him to verify a reduction in the assessments for 2018 to the patrons.

## **6. REPORTS:**

NONE

## **7. NEW BUSINESS AND OTHER ITEMS THE BOARD DEEMS PERTINENT:**

**a. Resignation of Director Bertoni:**

Director Johnson informed the D45 officers of Chuck Bertoni's resignation from D45's Division Three Board position as of October 13<sup>th</sup>, 2017.

**b. Resignation of BOC Representative:**

Director Johnson reiterated that Jolyon Sawrey had also fulfilled his self determined obligation of completing this year's 2018 budget process for the BOC and was also resigning his position as the D45's BOC Representative.

Director Johnson clarified that the BOC Rep. position would best be served if filled with someone besides one of the Board members.

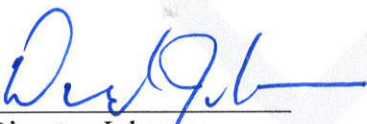
It was determined that if the BOC Representative position has not been filled before the next BOC meeting one of the D45 Directors would need to temporarily step into the role.

**8. PUBLIC COMMENT:**

NONE

**9. SETTING DATE FOR NEXT MEETING:** The next meeting will be held on November 14<sup>th</sup>, 2017 at 6:30 p.m.

**10. ADJOURNMENT:** Director Johnson motioned to adjourn the meeting at 8:00 p.m. Director Casey seconded the motion.

  
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Director Johnson

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Director Bertoni

  
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Director Casey