

Regular Meeting Minutes

**Klamath Project Drought Response Agency
Regular Board Meeting
July 13, 2022
10:00 am**

MEETING CALLED TO ORDER

Mike McKoen, the Vice President, called the regular scheduled Board of Directors meeting of the Klamath Project Drought Response Agency (KPDRA) to order on Wednesday, June 16, 2022, at 10:28 am at KWUA boardroom at 2312 South Sixth Street and via the on-line conference platform called Zoom.

ROLL CALL

Directors Present: Marc Staunton (10:38), Paul Crawford, Rob Unruh, Sam Henzel (via Zoom), Ryan Hartman, and Mike McKoen
Guests: Chelsea Shearer, Gene Souza, Nathan Ratliff, Pat Neu, Paul Simmons, Kyle Knutson, and Dustin Bohn with MBK.

Agenda

The board approved the proposed agenda by consensus. It was noted that the agenda and the zoom calendar invite had conflicting times of a 10 am start and a 10:30 am start. Marc was en route and MBK staff will be present as soon as possible.

Review Prior Meeting Minutes

No minutes to approve.

Public Comment

No public comment

Review/Approve Financial Statement, Payment of Outstanding Invoices, Ratification of Invoices Paid

The board reviewed the financials that were provided. Sam moved to have the financials approved and the ratification of the invoices approved.

Motion: Approve the financials and make payment of outstanding invoices and ratification of invoiced paid.

Motion by: Sam Henzel Second: Rob Unruh

Roll call: Unanimous

Motion Passes

Authorize staff to generate a request for proposal (RFP) for audit, subject to the approval of a designated Board Member, for 2021-2022 Fiscal Year in accordance with policy.

Nathan Ratliff stated that Molatore's sent over a proposal request for an audit with a price tag of \$20,000, which is over the previously approved dollar amount. Nathan suggested that the board send an RFP and approve the drafted language for the FY Audit..

10:25 Marc Staunton Joins the meeting via phone while in route.

Motion: Authorize staff to generate a request for proposal for audit, subject to the approval of designated Board Member, for audit services in accordance with policy.

Motion by: Rob Unruh Second: Paul Crawford

Roll call: Unanimous

Motion Passes

10:25 Pat Neu and Kyle Knutson join the meeting via zoom.

Update and Discussion regarding No Irrigation Program and Administration

Pat Neu shared his screen, which displayed a timeline of applications received.

Regular Meeting Minutes

Staff included information regarding preliminarily reviewed acres subject to approval acres into the program totaling 40,200.80 acres, as set forth in the MBK generated program spreadsheets as follows:

2021 Klamath Project Drought Response Agency No-Irrigation Program

Application Summary:

2022 KPDR Assistance Program Summary by District and Season								
District	No-Irrigation Program							
	Full Season				Partial Season			
	Applications		Acres		Applications		Acres	
	Applied	Approved	Applied	Approved	Applied	Approved	Applied	Approved
Enterprise Irrigation District	12	11	392.4	380	0	0	0	0
Horsefly Irrigation District	2	2	134.4	130.2	0	0	0	0
Klamath Basin Improvement District	56	53	2455.9	1944.7	0	0	0.0	0
Klamath Drainage District	7	0	302.8	0	6	0	741.6	0
Klamath Hills District Improvement Company	1	0	11.7	0	0	0	0.0	0
Klamath Irrigation District	323	315	14287.4	13086	1	1	78.7	39.5
Langell Valley Irrigation District	51	50	7071.2	6178.3	0	0	0.0	0
Malin Irrigation District	33	33	1569.0	1494	0	0	0	0
Midland District Improvement Company	1	1	26.2	26.2	0	0	0	0
Pine Grove Irrigation District	5	3	68.9	48.4	0	0	0	0
Pioneer District Improvement Company	20	18	220.2	192.7	0	0	0.0	0
Plevna Irrigation District	2	2	32.8	29.2	0	0	0	0
Poe Valley Improvement District	2	2	404.0	403.2	0	0	0	0
Shasta View Irrigation District	44	43	2209.0	2065.1	0	0	0	0
Sunnyside Irrigation District	6	5	382.9	273.8	0	0	0.0	0
Tulelake Irrigation District	162	161	10644.3	10289	0	0	0	0
Van Brimmer Ditch Company	21	19	1128.9	1041.9	0	0	0	0
Other (WA): Klamath River, UKL, etc.	12	10	3710.1	2524	1	1	63	54.6
East Side	53	52	7205.6	6308.5	0	0	0	0
West Side	707	676	37846.5	33798.2	8	2	883.3	94.1
Total	760	728	45052.1	40106.7	8	2	883.3	94.1

2022 KPDR Assistance Program Summary by Category				
Application Categories		Applications	Acres	
			Applied	Approved
1	Approved In Full	268	13834.4	13834.4
2	Approved in Part	462	30105.0	26366.4
3	Late	1	87	0
4	Withdrawn	6	0	0
5	Outside FOD / USBR Contract	7	809	0
6	District Denied	0	0	0
7	Pending Review	2	19.6	0
8	Less than 4 Acres	9	36.0	0
9	In-Eligible District	13	1044.4	0
10	Federal Lease Land	0	0	0
Total		768	45935.4	40200.8

Regular Meeting Minutes

10:45 Marc Staunton Joins the meeting in person and then presides over the meeting.

The board listened to Pat's review of Category 3—9 which was recommended for denial based on the 2022 No Irrigation Program language. Applications recommended for denial are;

KDR220707, KDR220175, KDR220662, KDR220587, KDR220329, KDR220576, KDR220594, KDR220330, KDR220703, KDR220709, KDR220708, KDR220287, KDR220585, KDR220047, KDR220143, KDR220534, KDR220259, KDR220498, KDR220215, KDR220484, KDR220391, KDR220144, KDR220444, KDR220464, KDR220465, KDR220466, KDR220692, KDR220693, KDR220694, KDR220695, KDR220698, KDR220699, KDR220700, KDR220701, KDR220702

Nathan Ratliff suggested a motion language for the No irrigation Program, 4 acres and up.

Motion: Motion to Deny Ineligible Applications for 2022 No Irrigation Program and notify applicants of denial subject to approval by Authorized Board member, in accordance with spreadsheet showing recommendations from staff.

Motion by: Sam Henzel Second: Mike McKoen

Roll call: Unanimous

Motion Passes

Pat suggested that MBK could include a weblink to the acres in the program which would not include any names. This would help people identify any errors in the mapping of tentatively approved grounds prior to the close of the program. Marc is concerned with hackers. Pat stated that even if someone hacked the program they couldn't access the data because the data on this particular map was never included. It's just highlighted segments. There are unique identifiers that correspond to each piece, but MBK is the only one that has access to the key.

Motion: Motion to authorize staff to develop a mapping tool showing mapped eligible parcels applied for, and notify eligible applicants that "some or all of the acres for which an application has been submitted" is depicted on the map through the KPDRA website, with notification to be approved by Authorized Board Member (Marc).

Motion by: Paul Crawford Second: Sam Henzel

Roll call: Unanimous

Motion Passes

Pat stated that they started a draft summary for the small acreage program summary to be given to the districts once it's complete.

The board quickly discussed the additional program developments. It was stated that the SAM registration had expired but the ASAP registration was fine. The staff will work at renewing the SAM registration so the funds transfer can be completed in time.

Nathan Ratliff stated that there are no items to discuss to warrant scheduling an August meeting, but the board should be on notice if anything comes up in August that requires a meeting.

Paul Crawford asks that the \$ amount per acre will work out to be, and asks if it looks like it will be the top cap of \$450 per acre. Mike McKoen also inquires if the small acre cost is available. Pat stated that based on the number so far it seems that \$450 is an achievable realm of payment, but it is not quarantined. Staff polled the board members and it was a unanimous yes to have Staff will a letter to mail out to those that have been tentatively approved letting them know there is a "potential to pay up to \$450 per acre and it will also confirm their acreage and direct them to the map to verify.

The next meeting will be in September, the date to be announced. Being no further business, the meeting was adjourned the meeting at 11:52 pm.


Motion: To adjourn the meeting.

Motion by: Sam Henzel Second: Paul Crawford

Motion Carried Unanimously.

Regular Meeting Minutes

Minutes prepared by Chelsea Shearer

Approved: Marc Staunton  , President

Approved: Rob Unruh  , Secretary