



**THREE SISTERS IRRIGATION DISTRICT
BOARD OF DIRECTORS MEETING**

Date: March 10, 2026

Meeting Begins: 10:00 AM

Location: District Office, 68000 Highway West, Bend, Oregon 97703

Remote attendance available via the meeting notice on the District's website.

Microsoft Teams [Join the meeting now](#)

Meeting ID: 219 321 656 736 8 Passcode: Zi3Dw7PZ

CALL TO ORDER: Joe Elwing 10:04 am

IN ATTENDANCE: Joe Elwing, President; Marc Thalacker Vice President; Mark Koos, Secretary/Treasurer; Emilia Ellington, District Manager; Jim Williams, Hydro Operations Manager; Steve Shropshire, Legal Counsel

ALSO IN ATTENDANCE: Denise Koos, Jackie Elwing, Sharie Forde, Sara Goodwin, Ted Netter, Keith Cyrus, Matt Cyrus, Pattie Apregan, Pam Mitchell, Craig Apergan, Tracey Karsher

Mark Koos asked to read a letter that he prepared.

Announcements:

At the end of today's agenda, we will take public comments. Each person is limited to three minutes. We ask that everyone keep their comments civil and focused on District business. However, if members of the public disregard this direction, we will adjourn the

meeting.

Action Items:

1. Update on Current Drought Conditions and Water Supply

We are at 30% of expected snow pack.

A drought declaration has been requested by the Deschutes Basin to the governor.

Bureau of Reclamation just released drought grants.

2. Consideration of Resolution No. 2026-06

authorizing the District Manager to apply for the Bureau of Reclamation WaterSMART Drought Response Program grant.

Discussion / Notes:

Motion: Thalacker

Second: Elwing

Vote: Unanimous

Result: Passed

3. Discussion and possible action to identify, clarify, and affirm the roles, duties, and responsibilities of each Board Officer position, including President, Vice President, and Secretary-Treasurer, consistent with District bylaws, applicable Oregon statutes, and current District practices.

Bylaws were read to understand roles. Board discussed roles related to online banking access; no final determination made.

4. Discussion and Possible Action to Clarify Responsibility for District Online Banking Administration and Alignment of Delegated Duties with Current Officer Roles and the District's Management Structure.

Discussion / Notes: Discussed under 3

5. Discussion and possible action to review District vehicles and equipment proposed as no longer necessary for operations, declare identified items surplus, and authorize the District Manager to dispose of surplus property in the District's best interest through an appropriate and transparent method, and to complete all related documentation and transfers.

There is a list of potential surplus assets

Discussion / Notes: Public contracting code to be reviewed by Counsel to ensure the Local Contracting Review Board, who is the board of directors, is up to date. The last review was 2005

No action taken; item to return after legal review

6. Review of District Manager Position Description
Discussion / Notes: Reviewed

7. Consideration of Review and Clarification of Duties Delegated in 2024 to Marc Thalacker

Discussion / Notes: Thalacker officially moved all duties to District Manager except those no longer relevant. Thalacker will continue to serve as the DBBC rep for now and Ellington has been joining on the meetings and correspondence

8. Review of Recent Legal Invoices and Consideration of Increasing Legal Services Budget Allocation

Discussion / Notes: Item discussed. No formal motion made. Board directed the District Manager to review budget considerations and return the item at a future meeting.

9. Consideration of Appointment of Karan Swaner, Pattie Apregan, Ted Netter, and Chris Lawrence to the Bylaws Committee and Brady Adams and Sarah Goodwin to the Budget Committee

Discussion / Notes: Board discussed proposed committee appointments. No formal motion was made. Board reached general consensus on the above participants.

10. Consideration of Authorization to Close Citibank Credit Card Account and Add First Interstate Bank MasterCard to Authorized District Accounts

Discussion / Notes: Citi is no longer being used for over a year now

Motion: Thalacker

Second: Elwing

Vote: Unanimous

Result: Passed

11. Presentation by the Deschutes River Conservancy regarding current in-stream leasing levels, program impacts, and recent patron correspondence, followed by Board discussion.

Discussion / Notes: Gen and Alex spoke regarding the process and benefits taking questions from the patrons.

A. Minutes

- Consideration of Regular Board of Directors Meeting Minutes – February 10, 2025

Discussion / Notes:

Motion: Thalacker

Second: Elwing

Vote: Unanimous

Result: Passed

B. Monthly Review of Financial Transactions

a. Previous Month's Transaction Reports

i. Transactions to be Approved

- Period: February 1 – February 28, 2026

Discussion / Notes:

Motion: Thalacker

Second: Koos

Vote: Unanimous

Result: Passed

b. Checks to be Approved

- Period: February 1 – February 28, 2026

i. First Interstate Bank – Operating Account (1110)

ii. First Interstate Bank – Main Canal Project Account (1140)

iii. Local Government Investment Pool (1250) – Review Only

Discussion / Notes:

Motion: Thalacker

Second: Elwing

Vote: Unanimous

Result: Passed

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c. Reconciled Statements to be Approved

- Period: January 1 – January 31, 2026

- i. Capital One
- ii. Citibank – Costco
- iii. First Interstate Bank – Operating Account (1110)
- iv. First Interstate Bank – Main Canal Project Account (1140)
- v. U.S. Bank – North Hurlley Electric Account (1190)

Discussion / Notes:

Motion: Thalacker

Second: Elwing

Vote: Passed

Elwing recessed regular meeting and convened as Board of Equalization at 11:25

Motion: Elwing

Second: Thalacker

Vote: Unanimous

Result: Passed

Elwing adjourned Board of Equalization and reconvened regular meeting at 12:05

Motion: Elwing

Second: Thalacker

Vote: Unanimous

Result: Passed

C. Financial Report

- Operating Budget Report
- Capital Budget Report

D. Water and Hydro Report

- Cloverdale Pipeline
- Meter Repairs

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- Operations & Maintenance
- Operational Technology
- McKenzie Hydro

E. Updates

1. Informational review of Oregon Mandatory Reporter requirements for elected officials of special districts, including training information and reporting responsibilities under ORS 419B.

Ellington to send BOD an email with link to proper training

2. Informational update regarding the March 18, 2026 joint irrigation district town hall meeting and distribution of event information to District patrons.

Posted on website and encourage patrons to attend

- HCP
- Solar
- Wells
- Operational Technology

F. Letters to the Board

G. Water User's Comments and Concerns

Public comment received regarding water availability, drought conditions, and in-stream leasing

H. Board Member Comments

Koos made a motion "I move that the board determine if it's in the best interest of the district to expand the Board from 3 to 5 members pursuant to ORD 545.090 and the question of expanding the Board be submitted to the District."

Elwing: second

Thalacker: no

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Motion: passed with majority

Following discussion, a motion was made to table further action on the matter until the next meeting.

Marc made motion

Elwing second

Vote: unanimous

Matter tabled; no further action taken.

ADJOURN Elwing at 1:08

Motion: Elwing

Second: Thalacker

Vote: Unanimous

Result: Passed

Accessibility Notice: If you need an interpreter or other communication aids, please contact the District office at least 48 hours in advance.

This agenda is subject to change prior to the meeting date. Please visit the District's website for the most current version. www.tsidweb.org

Joe Elwing, President

DATE

Marc Thalacker, Vice President

DATE

Mark Koos, Secretary/Treasurer

DATE

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