

**GARRISON DIVERSION CONSERVANCY DISTRICT  
Carrington, North Dakota**

**BOARD OF DIRECTORS SPECIAL MEETING**

**September 30, 2020**

A special meeting of the Board of Directors of the Garrison Diversion Conservancy District was held by video conference on September 30, 2020. The meeting was called to order by Chairman Royse at 10:00 a.m.

**DIRECTORS PRESENT**

Chairman Ken Royse  
Vice Chairman Alan Walter  
Second Vice Chairman Ken Vein  
Director Dave Anderson  
Director Jay Anderson  
Director Rick Anderson  
Director Greg Bischoff  
Director Nikki Boote  
Director Jeff Breker  
Director Mark Cook  
Director Roger Fenstad  
Director Norman Haak  
Director Cliff Hanretty  
Director Geneva Kaiser  
Director Bruce Klein  
Director Kelly Klosterman  
Director Ward Koeser  
Director Nancy Marquart  
Director Steve Metzger  
Director Bill Ongstad  
Director Jim Pellman  
Director Kenny Rogers  
Director Mike Tweed  
Secretary Duane DeKrey

**DIRECTORS ABSENT**

Director Richard Cayko  
Director David Johnson  
Director Bill Krivarchka  
Director Brandon Krueger  
Director John Peyerl

**OTHERS PRESENT**

Merri Mooridian, Administrative Officer, Garrison Diversion Conservancy District, Carrington, North Dakota

Cindy Hewitt, Accounting Specialist, Garrison Diversion Conservancy District, Carrington, North Dakota

Kimberly Cook, Communications Director, Garrison Diversion Conservancy District, Carrington, North Dakota

Lisa Schafer, Executive Assistant, Garrison Diversion Conservancy District, Carrington, North Dakota

The meeting was recorded to assist with compilation of the minutes.

**2021 Garrison Diversion Budget**

Chairman Royse stated the purpose of this meeting is to review and approve the 2021 Garrison Diversion budget.

Ms. Mooridian referred to the proposed 2021 Budget of Revenues and Expenditures and reviewed the projected income and expenses for next year. Projected revenue is \$47,323,000 with expenditures projected of \$45,736,000. A copy of the 2021 budget is attached to these minutes as Annex I.

**Motion by Second Vice Chairman Vein to approve Garrison Diversion's 2021 budget. Second by Director Fenstad. Upon roll call vote, the following directors voted aye: D. Anderson, J. Anderson, R. Anderson, Bischoff, Boote. Breker, Cook, Fenstad, Haak, Hanretty, Kaiser, Klein, Klosterman, Koeser, Marquart, Metzger, Ongstad, Pellman, Rogers and Tweed. Those voting nay: none. Absent and not voting: Cayko, Johnson, Krivarchka, Krueger and Peyerl. Motion carried.**

**2021 Budget Resolution**

Ms. Mooridian referred to the resolution of the board approving its budget for the period of January 1, 2021, through December 31, 2021. This is the resolution making a one-mill levy on all property in the Garrison Diversion Conservancy District and requires the board's approval. The resolution is attached to these minutes as Annex II.

Ms. Mooridian stated this is the same budget presented to and recommended by the Executive Committee at its meeting in September.

**Motion by Second Vice Chairman Vein adopting the 2021 budget resolution making a one-mill levy on all property in the Garrison Diversion Conservancy District. Second by Director Metzger. Upon roll call vote, the following directors voted aye: D. Anderson, J. Anderson, R. Anderson, Bischoff, Boote. Breker, Cook, Fenstad, Haak, Hanretty, Kaiser, Klein, Klosterman, Koeser, Marquart, Metzger, Ongstad, Pellman, Rogers and Tweed. Those voting nay: none. Absent and not voting: Cayko, Johnson, Krivarchka, Krueger and Peyerl. Motion carried.**

There being no further business, the meeting adjourned at 9:15 a.m.

(SEAL)

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Ken Royse, Chairman

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Duane DeKrey, Secretary

# GARRISON DIVERSION CONSERVANCY DISTRICT



## 2021 Annual Budget

**GARRISON DIVERSION CONSERVANCY DISTRICT  
BUDGET OF REVENUES AND EXPENDITURES  
January 1, 2021 to December 31, 2021**

	General Fund	Operations & Maintenance Fund	Municipal, Rural, and Industrial Fund	Red River Valley Water Supply Project	Irrigation Fund	Total
<b>REVENUES:</b>						
Irrigation Admin	\$ 1,100					\$ 1,100
Project Income		\$ 7,730				\$ 7,730
Lease Income	\$ 2,300					\$ 2,300
Miscellaneous Income	\$ 0					\$ 0
Interest Income	\$ 198,000		\$ 50		\$ 5,600	\$ 203,650
Tax Levy/State Aid	\$ 3,720,000					\$ 3,720,000
O&M Non-project Income		\$ 212,000				\$ 212,000
Contract Revenue	\$ 40,600	\$ 6,302,270	\$ 15,154,950	\$ 21,036,000	\$ 642,400	\$ 43,176,220
<b>Total Revenues</b>	<b>\$ 3,962,000</b>	<b>\$ 6,522,000</b>	<b>\$ 15,155,000</b>	<b>\$ 21,036,000</b>	<b>\$ 648,000</b>	<b>\$ 47,323,000</b>
<b>EXPENDITURES:</b>						
Directors Expense	\$ 270,000					\$ 270,000
Employee Expenses	\$ 1,208,000	\$ 2,743,000	\$ 69,000	\$ 107,000		\$ 4,127,000
Administrative Expenses	\$ 213,000	\$ 155,000	\$ 67,000			\$ 435,000
Public Education	\$ 107,000					\$ 107,000
Professional Services	\$ 1,002,000	\$ 215,000		\$ 450,000		\$ 1,667,000
Irrigation Development	\$ 270,125					\$ 270,125
Recreation Matching	\$ 385,000					\$ 385,000
Irrigation Districts Expenses	\$ 19,875					\$ 19,875
Maintenance & Repairs	\$ 75,000	\$ 1,807,000			\$ 389,000	\$ 2,271,000
Capital Purchases	\$ 90,000	\$ 385,000		\$ 20,450,000	\$ -	\$ 20,925,000
MR&I Project Expenditures			\$ 15,000,000			\$ 15,000,000
Debt Service Payments					\$ 189,000	\$ 189,000
Interest on Debt Service					\$ 70,000	\$ 70,000
<b>Total Expenditures</b>	<b>\$ 3,640,000</b>	<b>\$ 5,305,000</b>	<b>\$ 15,136,000</b>	<b>\$ 21,007,000</b>	<b>\$ 648,000</b>	<b>\$ 45,736,000</b>
Revenues Over (Under) Expenditures*	\$ 322,000	\$ 1,217,000	\$ 19,000	\$ 29,000	\$ -	\$ 1,587,000
Transfers In (Out)	\$ 1,265,000	\$ (1,217,000)	\$ (19,000)	\$ (29,000)	\$ -	\$ -
<b>Net Change in Fund Balance</b>	<b>\$ 1,587,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,587,000</b>

**GARRISON DIVERSION CONSERVANCY DISTRICT**  
**Expense Budget**  
**January 1, 2021 to December 31, 2021**

	<b>Budget 2021</b>
<b>Directors Expense</b>	
Directors Per Diem	\$130,000
Directors Exp	\$140,000
<b>Total Directors Expense</b>	<b>\$270,000</b>
<b>Employee Expense</b>	
Employee Salaries	\$726,000
General Managers Expense	\$35,000
Travel	\$61,000
Administrative Officer	\$25,000
District Engineer	\$10,000
Engineer	\$5,000
Communications Director	\$6,000
Emp Exp Other	\$15,000
Professional Development	\$17,000
Employee Training	\$15,000
Wellness Program	\$2,000
Benefits	\$369,000
GDCD FICA	\$65,000
Retirement	\$103,000
Hospital & Life Insurance	\$165,000
Unemployment Comp	\$1,000
Vision / Dental	\$14,000
Workforce Safety Insurance	\$1,000
Long Term Disability Ins	\$7,000
Vacation/Sick Leave Liability	\$13,000
<b>Total Employee Expense</b>	<b>\$1,208,000</b>
<b>Administration</b>	
Postage	\$7,000
Communications	\$27,000
Utilities	\$33,000
Meetings & Events	\$10,000
Subscriptions	\$5,000
Miscellaneous	\$9,000
Data Processing	\$18,000
Employee Recruiting	\$5,000
Supplies	\$20,000
Small Office Equipment	\$15,000
Dues	\$15,000
Insurance	\$13,000
Annual Independent Audit	\$36,000
<b>Total Administration</b>	<b>\$213,000</b>
<b>Public Education</b>	
GDCD Tours	\$10,000
ND Water Users	\$20,000
ND Water Coalition	\$14,000
ND Water Magazine	\$18,000
Missouri River Joint Board/MRRIC	\$15,000
Conferences/Sponsorships	\$20,000
Miscellaneous	\$10,000
<b>Total Public Education</b>	<b>\$107,000</b>

**GARRISON DIVERSION CONSERVANCY DISTRICT**  
**Expense Budget**  
**January 1, 2021 to December 31, 2021**

	<b>Budget 2021</b>
<b><u>Professional Services</u></b>	
Communications	\$275,000
Engineering	\$125,000
RRVWSP Development	\$357,000
Technical Support for LAWA	\$15,000
Engineering	\$100,000
Legal	\$150,000
Financial	\$10,000
Consultants	\$50,000
Meeting, Misc. Exp	\$32,000
Prof Services Other	\$45,000
Legal Services	\$200,000
<b>Total Professional Services</b>	<b>\$1,002,000</b>
<b><u>Irrigation Development</u></b>	
ND Irrigation Association	\$50,000
NDSU Oakes Irrigation Site	\$178,000
Bob Titus Lease	\$17,125
Irrigation Development	\$25,000
<b>Total Irrigation Development</b>	<b>\$270,125</b>
<b><u>Recreation</u></b>	
Recreation Matching	\$375,000
DWRA Recreation Program	\$10,000
<b>Total Recreation</b>	<b>\$385,000</b>
<b><u>Irrigation District Expense</u></b>	
Irrigation District Expenses	\$2,000
OTA Title Transfer	\$17,875
Technical Support	\$12,875
Legal	\$5,000
<b>Total Irrigation District Expense</b>	<b>\$19,875</b>
<b><u>Maintenance &amp; Repair</u></b>	
Equipment Maintenance	\$25,000
Small Yard Equipment Purchases	\$5,000
Land & Bldg Maintenance	\$30,000
Auto Expense	\$15,000
<b>Total Maintenance &amp; Repair</b>	<b>\$75,000</b>
<b><u>Capital Purchases</u></b>	
Office Equip & Furniture	\$20,000
Yard Equipment	\$20,000
Vehicle	\$35,000
Land & Buildings	\$15,000
<b>Total Capital Purchases</b>	<b>\$90,000</b>
<b>General Fund Subtotal</b>	<b>\$3,640,000</b>

**GARRISON DIVERSION CONSERVANCY DISTRICT**  
**Expense Budget**  
**January 1, 2021 to December 31, 2021**

	<b>Budget 2021</b>
<b>Irrigation Fund</b>	
McClusky Canal Irrigation	\$389,000
Construction	\$0
Operations	\$389,000
Debt Payments	\$259,000
Principal	\$189,000
Interest	\$70,000
<b>Total Irrigation Fund</b>	<b>\$648,000</b>
<b>GDU O &amp; M</b>	
Salaries & Benefits	\$2,644,000
Salaries	\$1,646,000
Benefits	\$998,000
Travel	\$33,000
Training	\$5,000
Utilities	\$101,000
Contracted Services (Eng / Survey)	\$215,000
Supplies	\$806,000
Equipment Purchases	\$385,000
Small Equipment Purchases	\$5,000
Equipment Rental	\$111,000
Equipment Maintenance	\$313,000
Safety	\$61,000
Miscellaneous	\$54,000
Materials	\$572,000
<b>Total GDU O &amp; M</b>	<b>\$5,305,000</b>
<b>MR&amp;I FUND</b>	
Salaries & Benefits	\$69,000
State Administration	\$67,000
MR&I Project Expenditures	\$15,000,000
<b>Total MR&amp;I Fund</b>	<b>\$15,136,000</b>
<b>RRV Water Supply Project</b>	
ROW	\$250,000
Design/Construction in Progress	\$5,000,000
Construction	\$15,000,000
Salaries & Benefits	\$107,000
Financing/Legal/Administration	\$450,000
Other Engineering	\$200,000
<b>Total RRVWSP</b>	<b>\$21,007,000</b>
<b>TOTAL ALL FUNDS</b>	<b>\$45,736,000</b>



**RESOLUTION**

**Adopted September 30, 2020, by Board of Directors of  
the Garrison Diversion Conservancy District**

**Approving its Budget for the Period January 1, 2021, through December 31, 2021**

**Making a Levy on all Property**

**in the Garrison Diversion Conservancy District**

**WHEREAS**, the Garrison Diversion Conservancy District, a governmental agency established by the North Dakota Legislature by virtue of Chapter 61-24 of the North Dakota Century Code, as amended, is authorized to make a tax levy to finance its operations in accordance with said Chapter 61-24 of the North Dakota Century Code, as amended, did, on January 26, 1966, make a one-mill on all taxable property located within the Garrison Diversion Conservancy District to pay its administrative expenses and the obligations it has assumed under contracts negotiated with the United States and irrigation districts in the Garrison Diversion Conservancy District area and establish such reserves necessary to meet its contractual obligations and to carry out its purposes as provided by law--said tax levy to be continued each year until modified or reduced by appropriate action of the Board of Directors of the Garrison Diversion Conservancy District; and

**WHEREAS**, the Board of Directors of the Garrison Diversion Conservancy District, as required by Section 61-24-09 of the North Dakota Century Code, has duly considered a budget for the period beginning January 1, 2021, and ending December 31, 2021; and

**WHEREAS**, the Board of Directors of the Garrison Diversion Conservancy District did on July 11, 1973, by resolution duly adopted, modify its action of January 26, 1966, making a continuing one-mill levy on all taxable property in the Garrison Diversion Conservancy District so as to provide that said Board will make a levy each year in an amount sufficient to provide funds for its annual budget as authorized by law.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Garrison Diversion Conservancy District, at a meeting assembled this thirtieth day of September 2020, that this Board approved a budget for the fiscal year January 1, 2021, through December 31, 2021, requiring an amount of \$3,640,000 for its operations; and

**BE IT FURTHER RESOLVED** the Board of Directors hereby makes a one-mill levy on each dollar of taxable valuation on all taxable property located in each of the counties in the Garrison Diversion Conservancy District, to-wit:

Barnes	Eddy	McHenry	Ransom	Steele
Benson	Foster	McKenzie	Renville	Stutsman
Bottineau	Grand Forks	McLean	Richland	Traill
Burleigh	Griggs	Nelson	Sargent	Ward
Cass	LaMoure	Pierce	Sheridan	Wells
Dickey		Ramsey		Williams

Such levy, together with the estimated balance on hand January 1, 2021, and interest from investments in reserves and other income, has been found necessary by the Board of Directors of the Garrison Diversion Conservancy District to provide the sum of \$3,640,000 required to meet the necessary District expenditures for its operations, contractual obligations, and reserves for the period January 1, 2021, through December 31, 2021; and

**BE IT FURTHER RESOLVED** that the county auditor of each county in the Garrison Diversion Conservancy District, as set forth above, be and is hereby notified to take appropriate action in accordance with Section 61-24-11 of the North Dakota Century Code and spread on the records for tax levy a levy upon the taxable property in the county of one mill as is authorized under the provisions of Chapter 61-24 of the North Dakota Century Code; and

**BE IT FURTHER RESOLVED** that the secretary-treasurer of the Garrison Diversion Conservancy District be, and is hereby, directed to mail to the county auditor of each county in the Garrison Diversion Conservancy District, as set forth above, a copy of this resolution, duly certified by him and bearing the seal of the Garrison Diversion Conservancy District, and a copy of the budget covering the expenses estimated by the Board of Directors of the Garrison Diversion Conservancy District as necessary for the period of January 1, 2021, through December 31, 2021, and a copy of this resolution and budget to the North Dakota Tax Commissioner.

### **CERTIFICATE**

I, Duane DeKrey, the secretary-treasurer of the Garrison Diversion Conservancy District, do hereby certify and return the within and foregoing instrument is a true and correct copy of a resolution approving the budget for the Garrison Diversion Conservancy District for the period January 1, 2021, through December 31, 2021, and making a one-mill levy on all property within the Garrison Diversion Conservancy District, duly approved and adopted by the Board of Directors of the Garrison Diversion Conservancy District at a meeting on the thirtieth day of September 2020.

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Duane DeKrey, Secretary-Treasurer  
Garrison Diversion Conservancy District

(SEAL)