

MINUTES

**KENNEWICK IRRIGATION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
CARL W. PETERSEN BOARD ROOM
MARCH 3, 2009, 9:00 A.M.**

CALL TO ORDER/ROLL CALL – BOARD SECRETARY: The meeting was called to order at 9:00 a.m. by President Jaksch. Secretary/Manager Grover took roll call.

DIRECTORS PRESENT:

John Jaksch, President
John Pringle, Vice President
David McKenzie
Patrick McGuire
Gene Huffman

STAFF PRESENT:

Doug Grover, Secretary/Manager
Margo Hines, Asst Manager-Administration
Clark Haueter, District Treasurer
Joetta Rupert, Real Estate Manager
Scott Revell, District Planner
Richard Evans, Professional Engineer
Jason McShane, Interim Engineering Lead
Doug Ricard, Construction Inspector
Doris Fiske, Executive Assistant

I. APPROVAL OF AGENDA: President Jaksch added discussions of Stimulus Projects to District Business, Water Transfer Fees to Business Administration, and Red Mountain to Realty. **Director Huffman moved to approve the amended agenda. Director McKenzie seconded the motion and it carried unanimously.**

II. CONSENT AGENDA: President Jaksch asked to delete from the February 17, 2009 Minutes the last sentence of the sixth paragraph of section III.B., and the last sentence of the first paragraph of section IV.A., both referring to Vice President Pringle speaking to Brian Iller. **Vice President Pringle moved to approve the consent agenda as amended with changes to the February 17, 2009 minutes. Director McGuire seconded the motion and it carried unanimously.** Items on the consent agenda were:

- A. KID O&M Vouchers
- B. Minutes, KID Regular Board Meeting, February 17, 2009
- C. Resolution 2009-07, “Water Allotment Transfer Requests Granted, Irrigation Assessment Added”
- D. Resolution 2009-08, “Project Acceptance and Release of Retainage for Public Works Contract 2008-04 Canyon View LID”
- E. Resolution 2009-09, “Water Allotment Transfer Requests, Irrigation & USBR Loan Repayment Assessment Removed”
- F. Resolution 2009-10, “Water Allotment Transfer Requests Granted, Irrigation Assessment Added”

MINUTES - KID BOARD OF DIRECTORS

MARCH 3, 2009

PAGE 2 OF 4

Accounts Payable

Numbers:	56187	through	56187	\$	13,117.25
"	56188	through	56234		164,345.67
"	56235	through	56237		1,025.00
"	56238	through	56238		200.00
"	56239	through	56239		1,500.00
"	56240	through	56296		<u>62,888.05</u>

Total Accounts Payable 243,075.97

Payroll

Numbers:	31054	through	31066	\$	12,486.57
Direct Deposit					<u>72,239.15</u>

Total Payroll 84,725.72

Total Disbursements \$ 327,801.69

Voided Checks

Check No. 54959 in the amount of \$57.06 void & reissued, has not cleared the bank.
Check No. 56184 in the amount of \$625.00 void & reissued to the correct vendor.
Check No. 56235 in the amount of \$200.00 void & reissued to the correct employee.

III. SCHEDULED VISITORS: Benton County Commissioner Leo Bowman addressed the Board regarding Red Mountain, the Benton City Interchange and funding. Mr. Bowman distributed copies of a summary he plans to take to Olympia and Washington D.C. (copy on file). Discussion ensued. President Jaksch instructed staff to invite Commissioner Bowman to the next Realty Committee Meeting.

IV. UNSCHEDULED VISITORS: None

V. DISTRICT BUSINESS:

A. District Manager:

1. Saturday Open House Board Meeting Date Change to May 30, 2009: Manager Grover discussed a recommended change of date for the meeting. **Director McGuire moved to change the date of the Special Meeting/Open House from Saturday, May 23, 2009 to Saturday, May 30, 2009 at 9:00 a.m. Director Huffman seconded the motion and it carried unanimously.**

2. USBR Approval of Conservation Plan and Feasibility Study Funding: Manager Grover reported on the status of the Conservation Plan and Feasibility Study funding. The forthcoming tri-party agreement between the USBR, the Department of Ecology and the KID was discussed. Discussion continued regarding project cost estimates and the McKay & Sposito audit of the first and third projects of the Conservation Plan. Results of this internal audit will be presented to the Board upon completion. Possibilities for securing frost protection water prior to the first of April in future years were discussed.

3. Resolution 2009-03, "Conservation Plan Requirements Acknowledged":

Discussion ensued regarding the 2/3 - 1/3 split of water conserved by conservation plan projects which receive partial federal funding, as well as the accompanying requirements for volumetric measurement devices at distribution points. Vice President Pringle moved to approve Resolution 2009-03, Conservation Plan Requirements Acknowledged. Director McKenzie seconded the motion and it carried unanimously.

4. Washington State Water Resources Association (WSWRA): Manager Grover reported on discussion of options for Washington D.C. representation for districts seeking federal funding. Kris Polly, past Deputy Assistant Secretary for Water and Science in the Department of the Interior, is being considered as a consultant for WSWRA. Discussion ensued. President Jaksch asked to be provided Mr. Polly's resume.

5. Stimulus Package: Appropriate avenues for pursuit of funding were discussed.

B. Operations and Engineering: Canal System Startup: Manager Grover reported that winter work is on schedule and expected to be complete on March 25th.

C. Business Administration:

1. Proposed Draft Policy 3.2-2, "Water Allotment Transfer" and Fees: The proposed draft of the policy was presented. Directors and staff were asked to review and comment. Vice President Pringle requested copies of the accompanying procedure prior to review of the policy. Discussion ensued regarding the proposed procedure and setting fees for water allotment transfers. Legal descriptions and mapping requirements for the needs of the District, Benton County, the USBR and RRA were discussed. Manager Grover said staff is developing a comprehensive fee list which can be updated as necessary and will be referenced in future policies and procedures.

2. Ad Hoc Committee for Policy Review Requested: Assistant Manager Hines presented a request for an ad hoc committee for policy review. President Jaksch appointed Director Huffman and Director McGuire to the committee. Director McGuire requested electronic copies of files to be reviewed.

3. Request for Appropriations – Update: Assistant Manager Hines reported that Lucy Castillo at Governor Gregoire's office is researching whether entities can apply for both state and federal funding. A breakdown of the Washington State request for stimulus funds is available at Recovery.wa.gov. At this time, the best avenue for funding for KID projects is through regular federal and state appropriations. Scott Revell said confusion exists regarding staff assignments for funding requests.

4. Canal Tour for Board: Discussion ensued. Director McGuire moved the Board of Directors hold a Special Meeting/Canal Tour on Tuesday, March 10, 2009 at 1:00 p.m. Director Huffman seconded the motion and it carried unanimously. This meeting will

MINUTES - KID BOARD OF DIRECTORS

MARCH 3, 2009

PAGE 4 OF 4

convene at the District business office at 12 W Kennewick Avenue and will be open to the public and press.

5. Public Information Requests: Assistant Manager Hines reported on time spent on public records requests per the Board's instruction at the February 17th meeting. Discussion ensued. Responses are issued on all Public Records Requests within five days of receipt of the request. Bills under consideration by the legislature which address Open Public Meetings and Public Records Requests are being tracked.

6. Information with Assessment Statements: Assistant Manager Hines presented drafts of informational flyers to be mailed with the 2009 assessments. Director McGuire will suggest editing changes after the meeting. Vice President Pringle requested links to USBR reports be available on the KID website.

7. Helping Hands Program: Assistant Manager Hines discussed the Board-approved Helping Hands Program which is administered by the Benton County Community Action Committee. The KID will display certificates in acknowledgement of donations to the program received at the front office.

D. Finance: Result of State Audit: Treasurer Haueter reported on the exit conference. Kent Zirker and Lisa Roundy represented the State Auditor's office. Directors Huffman and McGuire attended for the Board. The State Auditor's office will send the exit reports directly to Directors. There will be no audit findings in the final report which will be available from the State Auditor's website. Credit card issues were down-graded to the management letter level. A recommendation was made regarding conduct of executive session.

VI. REALTY: Red Mountain: Scott Revell reported that final edits are being made to the alternative study and a public meeting for petitioners will be held in about 30 days. Discussion ensued regarding water held in trust, proposals for drought pro-rationing, sources of water savings, and Department of Ecology plans regarding operation of the Prosser Dam when the KID begins to draw less water from Chandler.

VII. EXECUTIVE SESSION: None

Vice President Pringle moved to adjourn the meeting at 10:35 a.m. Director Huffman seconded the motion and it carried unanimously.

ATTEST:



John A. Jaksch, Board President

WITNESS:



Doug L. Grover, Secretary/Manager