



Minutes

Special Meeting of the KID Board of Directors
Carl W. Petersen Board Room
Friday, February 19, 2010, 9:00 a.m.

Call to Order/Roll Call: President Jaksch called the meeting to order in open session at 9:00 a.m. and District Manager Freeman called the roll.

Directors Present:

Gene Huffman
Patrick McGuire
John Jaksch
David McKenzie
John Pringle

Staff Present:

Charles Freeman, District Manager
Clark Haueter, District Treasurer
Jason McShane, Staff Engineer
Lynda Rosenbaum, Administrative Contracts Specialist
Doris Fiske, Executive Assistant

Approval of Agenda: **Director Huffman moved to approve the agenda. Director McKenzie seconded the motion and it carried unanimously.**

New Business:

1. **Award Contract for Poly Urea Sealing:** Mr. Freeman presented the responses to the bid for canal sealing. He noted that the lowest bid is not responsive due to the materials proposed which lack of a three year warranty. Mr. McShane reviewed details of the project sections, the request for bids and each of the bids received. Discussion ensued regarding the products specified. Details of each project section were also discussed.

Mr. Freeman discussed scope of work and budgeting. He noted that KID has received a \$30,000 grant which will be used for this project. President Jaksch congratulated Ms. Rosenbaum on securing the grant. Mr. Freeman referred to the capital project plan. He presented the Operations and Engineering Department recommendation to operate the Highlift Canal for a year with the new configuration to evaluate functionality and to move the remaining funds (approximately \$51,000) for that project to the sealing component of the capital project plan. Discussion continued regarding product specifications and budgeting. The cost of supervision by MacKay and Sposito was discussed.

Discussion continued regarding the poly urea sealing project and the shotcrete projects. President Jaksch asked Mr. McShane to discuss Badger East and Highlift in the next Operations & Engineering Committee meeting. Mr. McShane reviewed the budget change calculations taking into consideration actual expenditures and expected future expenses. He recommended taking out alternative three if the Board wants to finish the Badger East project with an estimated cost of \$100,000. He said alternative three could be picked up as a negotiated change order but the number would likely change. Discussion continued regarding budgeting options.

Vice President Huffman moved to authorize the District Manager to award Contract 2010-01 KID Main Canal Sealing and approve \$30,000 additional expense due to the USBR Water Conservation Field Services Program (WCFSP) Grant Award. Discussion continued.
The motion died for lack of a second.

Vice President Huffman moved to approve Resolution 2010-08. Director Pringle seconded the motion. Discussion ensued. The motion carried unanimously.

2. Approval of Statement of Work for IT Assessment (Added work to Special Audit): Mr. Freeman presented the LeMaster Daniels recommendation that KID analyze the IT system for vulnerabilities in conjunction with the special audit. Mr. Freeman said he met with representatives of Troi Solutions, a spinoff of LeMaster Daniels. Mr. Freeman reviewed details of the proposed IT audit. The cost is estimated to be from \$5,300 to \$5,940. Mr. Freeman said the report will give management information to help understand District's needs with regards to staffing and contracted IT services and provide a level of certainty about the security of KID's network. Discussion ensued regarding budgeting. Mr. Freeman said Mr. Haueter will provide a budget report at the March 16th Board meeting.

Director Pringle moved to approve the IT Assessment Work presented by Troi Solutions as presented by staff in the Statement of Work document dated February 17, 2010. Director McKenzie seconded the motion and it carried unanimously.

Director McGuire asked to have budget plans presented before projects are presented to Board. Discussion ensued regarding policy work previously expected from Turriss. Mr. Freeman said Mr. Revell will provide a report.

President Jaksch called a break at 10:00 a.m. and the meeting reconvened in open session at 10:10 a.m.

3. Ethics Training: Mr. Haueter led Board through the same ethics training exercise which was given to staff last week. Materials were derived from Washington State Ethics Board materials and are on file.

At 10:13 a.m. the meeting recessed briefly while the Directors read and answered the ethics questions. The meeting reconvened at 10:18 a.m.

Mr. Haueter distributed correct responses to the quiz and led the review of the answers. Discussions ensued.

Director Pringle moved to adjourn the meeting at 10:45 a.m. Director McKenzie seconded the motion and it carried unanimously.

Attest:

Witness:



John Jaksch, Board President



Charles Freeman, Secretary/Manager

Prepared by Doris Fiske, Executive Assistant