



Minutes

**Meeting of the KID Board of Directors
Carl W. Petersen Board Room
Tuesday, May 3, 2016, 9:00 a.m.**

President McKenzie called the meeting to order at 9:00 a.m. and Mr. Freeman called roll.

Directors Present:

David McKenzie, President
Gene Huffman, Vice President
Patrick McGuire, Director
Dean Dennis, Director
Absent: Kirk Rathbun, Director

Staff Present:

Chuck Freeman, District Manager
Lynda Rosenbaum, Real Property Manager
Jennifer Defoe, Public Relations Coordinator
Jason McShane, Engineering/Operations Manager
Seth Defoe, Land and Water Resources Manager
Kipp Drummond, District Treasurer
Darin Arbogast, Project Manager
Lori Gibson, Executive Assistant
Doris Rakowski, Executive Assistant

Other Persons Present:

Tom Yazwinski, KEPR News Director
Brian Iller, Legal Counsel

APPROVAL OF AGENDA: Mr. Freeman reported that Mr. Drummond would join the meeting later and asked to move Financial Reports to the end of the agenda.

Director Dennis moved to approve the agenda as modified. Vice President Huffman seconded the motion. All present voted in favor and the motion carried.

CONSENT AGENDA: Vice President Huffman moved to approve the consent agenda. Director Dennis seconded the motion. All present voted in favor and the motion carried.

Items on the consent agenda were:

1. Minutes, KID Board Meeting, January 19, 2016
2. Minutes, KID Board Meeting, February 2, 2016
3. Minutes, KID Board Meeting, March 1, 2016
4. Minutes, KID Board Meeting, March 15, 2016
5. Travel Request - Public Relations Society of America Conference
6. Short Plat 16-05 Copper Ridge & Affinity - Wet
7. Final Plat - White Bluffs Phase 3 - Dry
8. Vouchers/Warrant Approval

Accounts Payable

Numbers: 72327	through	72381	\$	306,796.12
	APPKT00103	through APPKT00104		79,349.23
Total Accounts Payable				386,145.35

Payroll

Numbers:	33388 through	33395	\$	11,031.10
	33396 through	33401		445.19
Direct Deposit		4/20/2016		102,361.15
Total Payroll				113,837.44
Total Disbursements				\$ 499,982.79

Voided Checks: None

PUBLIC COMMENTS: None

PRESENTATIONS:

Administration Building Dedication: Ms. Rosenbaum displayed the dedication plaque and gave a PowerPoint presentation of the design and construction of the new building.

President McKenzie thanked everyone who worked on the building and thanked Ms. Rosenbaum for her contribution to the project.

KEPR TV: Mr. Freeman introduced Tom Yazwinski, KEPR News Director, who was invited to discuss reestablishing a relationship with KEPR.

Mr. Yazwinski spoke about his background and his philosophy about unbiased journalism and having relationships with many entities in the area. He said he was brought to KEPR to educate young reporters on how to do well and said that forming relationships was a big part of the job.

President McKenzie said that it was encouraging that Mr. Yazwinski reached out to the Board and said he was hopeful for a positive relationship.

Mr. Freeman spoke briefly about a story run by KEPR, in which KID participated at the request of Mr. Yazwinski. He noted that it was about a break where a riser was broken in construction and they neglected to fix it until water came on and a neighbor reported the flood. He said KID responded to the flood call in a timely fashion and did their job. He said that KEPR reported the facts fairly.

In response to a comment from Director McGuire, Mr. Freeman spoke about the improved relationship with the Tri-City Herald since a previous reporter retired. At Mr. Freeman's request, Ms. Defoe reported that her relationship with the Tri-City Herald which had been productive and that she was contacted when the paper needed facts for stories. Ms. Defoe spoke briefly about the importance of trust.

Mr. Freeman described about Ms. Defoe's role as interface with media, maintaining social media, communicating with customers and facilitating communication within the organization.

Ms. Defoe spoke about a helpful Tri-City Herald opinion column about conservation and not using more water than needed which was published over the weekend.

PUBLIC HEARING: None

BOARD REPORTS: Vice President Huffman reported that he attended the Lower River Subcommittee meeting headed by Mr. McShane and thanked him for taking on that role.

ACTION ITEMS:

Administration Building Change Order: Mr. McShane briefly reviewed a change order, which was expected to be the last for the Administration Building, for cabinets in the workroom and relocating the water and fire lines for the building.

He noted that total cost for the change order was \$11,433 and the total cost obligated for construction was \$124,132 below the budgeted amount.

Vice President Huffman moved to approve Change Order 16 for Administration Building Contract 3, as set out in the attachment, and authorize Charles Freeman to execute the associated Change Order. Director Dennis seconded the motion. All present voted in favor and the motion carried.

RESOLUTIONS: None

STAFF REPORTS:

Engineering/Operations Manager: Mr. McShane reported that the winning bid for the Bob Olson Parkway piping was below the approved amount. Mr. McShane spoke briefly about the project and noted that the timing for quickly receiving the product was excellent. In response to a question from Director McGuire, Mr. McShane said that there would be about 12 people working on the project including support staff. He spoke about equipment to be used and staff experience with this type of installation. He said supplier representatives would provide on-site training at the beginning of the project.

Mr. McShane presented some start up statistics:

- Total calls to which crews responded (not total calls) 682 in 33 days
- 298 work activities since April 1
- 53 open work orders including - mainline repairs, twice the number last year.
- Down to 32 new valves to be replaced from a peak of about 90. At the request of Mr. Freeman, Mr. McShane spoke about the advantages of the new type of valve.

Mr. McShane reviewed a challenge at Red Mountain with sediment in the water. He said Mr. Freeman and Ms. Defoe would communicate with area property owners about what to expect. In response to a question from Director McGuire, Mr. McShane said that the amount of water needed for flushing was less than one hundredth of a percent of available water.

In response to a question from President McKenzie, Mr. McShane said the three Edison Street shut downs were for two repairs to valves served by the Edison Street line and a pipeline break. He spoke about the pipeline break.

Land & Water Resources Manager: Mr. Defoe reported:

- A new forecast would be presented at the River Operations meeting tomorrow. Yesterday storage 127% of average due to the need to spill from reservoirs to make room for snow melt. Snow pack was dwindling due to warm temperatures but was higher than last year with 87% of average in the lower Yakima River Basin and 65% of average in the Upper Basin. He spoke about El Nino conditions.
- Mr. Defoe was asked to participate on Benton County's new Voluntary Stewardship Program for critical areas in agricultural lands, to provide an agricultural/irrigation view to the work group.
- Mr. McShane would be attending a Habitat Subgroup meeting and presenting some habitat projects formulated and agreed upon by the Lower River Subcommittee.

District Manager: Mr. Freeman reported:

- KID would hold a community event May 14th at the Kennewick Home Depot and Lowes.
- Ms. Defoe was creating a KID tool kit, a brochure containing a variety of fact sheets.
- Staff would work with the Operations and Engineering Committee on facilitating conversion of Private Line Areas to Pressurized Service Areas.
- Staff would meet with USBR on May 19th at 9:00 a.m. and a draft agenda was being circulated. The Board was invited to send a couple representatives. Topics would include

how the lower river worked, issues effecting KID's water supply, dispelling the myth that urban water use was the source of the problem, and the idea that metering did not replace water lost by up-river conservation. Mr. McShane recently explained Jerry Jacoby and Susan Crawford from the USBR that re-regulation reservoirs would not solve the problem or put water in the river to replace water taken due to conservation. He noted that a reservoir would have to be the size of Bumping Lake. Electrification versus pump exchange would be discussed and Mr. Freeman would ask about the status of automation of weed racks and diversion gates.

WORKSHOP:

Project Tracking: Mr. Freeman provided brief overviews of projects including:

Water Right Management

- Lower River Modeling
- Lower River Sub-Committee
- Senate Bill 1694
- Senate Bill 1894 (California Drought Bill) as it relates to electrification of Chandler
- Lamprey

Strategic Planning and Special Projects

- Comprehensive Plan
- Drought Relief Well
- Title Transfer of District Facilities

Finance

- Banking Request for Proposals
- IT Master Planning was now under Mr. Defoe. Mr. Freeman spoke about how Brad Crawford responded to Frontier's phone outage yesterday to provide interim phone service to Customer Service.

Engineering/Operations

- Finley Property
- Edison upsizing drought project
- Sage Crest pump station improvements
- Brantingham and Applewood combination
- Vancouver Street
- Amon reservoir. At Mr. Freeman's request, Mr. McShane spoke about project options.
- Ely Site
- 10th Avenue main line in the Hansen Park area
- 45th Avenue tie-in to Cherry Creek

Administrative

- Lorayne J Potable Water System
- Elliott Lake Potable Water System
- Legislative Changes and Regulatory Threats

Mr. Freeman spoke briefly about succession planning for the Assistant Operations Manager in three to four years. He reported that Jeff Green was being developed for that role.

Discussion ensued regarding scheduling the Financial Reports.

Mr. Freeman said collections were up from last year. In response to a question from Director McGuire, Mr. Freeman said credit card payments were a large percentage of collections.

President McKenzie tabled Financial Reports until the next meeting.

President McKenzie called a short break at 10:12 a.m. and the meeting resumed in open session at 10:25 a.m.

Preparer's note: The executive session announcement was not recorded due to technical difficulties.

EXECUTIVE SESSION: At 10:25 a.m., Mr. Iller announced on behalf of the presiding officer that the Board would go into executive session to review the performance of a public employee, pursuant to RCW 42.30.110(1)(g) for 20 minutes. Mr. Iller said action was possible following executive session but not expected.

The meeting resumed in open session at 10:53 a.m.

There being no further business, President McKenzie called for a motion to adjourn.

Vice President Huffman moved to adjourn the meeting at 10:53 a.m. Director Dennis seconded the motion. All present voted in favor and the motion carried.

Attest:

Witness:



David McKenzie, Board President
Approved May 17, 2016



Chuck Freeman, District Manager

Prepared by Doris Rakowski