



Minutes

Meeting of the KID Board of Directors
Carl W. Petersen Board Room
Tuesday, February 6, 2018, 9:00 a.m.

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

Directors Present:

Dean Dennis, President
Kirk Rathbun, Vice President
Gene Huffman
David McKenzie
Raman Venkata

Other Persons Present:

Brian Iller, KID Legal Counsel

Staff Present:

Chuck Freeman, District Manager
Kipp Drummond, District Treasurer
Lynda Rosenbaum, Real Property Manager
Jason McShane, Engineering/Operations Manager
Seth Defoe, Land & Water Resources Manager
Shelbea Voelker, Public Relations Coordinator
Melissa Olheiser, Senior Accountant
Lori Gibson, Executive Assistant
Doris Rakowski, Executive Assistant

APPROVAL OF AGENDA: At Mr. McShane's request, Preliminary Plat-Canyon Creek West-Dry was moved from the consent agenda to action items.

Director Huffman moved to approve the amended agenda. Vice President Rathbun seconded the motion and it carried unanimously.

At Mr. Freeman's request, an executive session was added to the agenda to discuss with legal counsel pending litigation regarding Acquavella.

Director Huffman amended the motion to approve the agenda to include Preliminary Plat-Canyon Creek West-Dry and an executive session. Vice President Rathbun seconded the motion and it carried unanimously.

CONSENT AGENDA: Vice President Rathbun moved to approve the consent agenda with the removal of Preliminary Plat-Canyon Creek West-Dry. Director Huffman seconded the motion and it carried unanimously.

Remaining on the consent agenda were:

1. Minutes, KID Board Meeting, January 2, 2018
2. Minutes, KID Board Meeting, January 16, 2018
3. Travel Request - Tyler Connect 2018 User Conference
4. Travel Request - TimeClock Plus User Conference
5. Travel Request - NWRRA Federal Water Issues Conference
6. Travel Request - USBR Commissioner Meeting
7. Short Plat - SHP 2018-001 - Chavez - Dry
8. Preliminary Plat - Vancouver Meadows - Wet
9. Final Plat - Willowbrook No. 2 Phase 4A - Wet
10. Final Plat - Sunrise Ridge Phase I and Waiver of Bond Requirement for Lots 1-10
11. Vouchers/Warrant Approval

Accounts Payable

Numbers:

76146	through	76146	\$	4,758.21
76147	through	76204	\$	117,976.80
76205	through	76209	\$	643.74
76210	through	76247	\$	115,552.73
76248	through	76248	\$	13,332.08
76249	through	76249	\$	750,576.74
76250	through	76282	\$	79,794.63
Bank Drafts	FSA		\$	-
Bank Drafts	General		\$	-
Bank Drafts	AP		\$	125,942.78
Total Accounts Payable			\$	1,208,577.71

Payroll

Numbers:

33752	through	33764	\$	14,478.62
33765	through	33768	\$	3,694.00
Direct Deposit	2018-01-19		\$	124,647.86
Total Payroll			\$	142,820.48

Total Disbursements **\$ 1,351,398.19**

Voided Checks:

- Check # 76270 – Void because of incorrect payee
- Check # 33757 – Void because of lost check, Reissued Check # 33764

PUBLIC COMMENTS:

Jim Aust, 5602 S Olympia Avenue, spoke in favor of the Board passing an agreement he and the Engineering Department negotiated regarding building a fence on the property line of property he was developing.

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Call Special Meeting - Workshop: President Dennis said the Board should call a special meeting for a workshop on February 21st from 10:00 a.m.

Mr. Freeman spoke about previous retreats and said this workshop would be a financial-driven discussion regarding criteria for prioritizing projects. He said the venue would be LU LU's in Richland, which was not charging for the conference room. Lunch would be ordered from the menu and the room was reserved from 10:30 a.m. until 4:00 p.m.

Staff members to attend the meeting included the managers, Ms. Voelker, Ms. Olheiser and Ms. Rakowski. He confirmed that the meeting would be appropriately noticed.

President Dennis reported that he just received verification of the venue reservation.

Preliminary Plat - Canyon Creek West – Dry: Mr. McShane spoke about the location of the preliminary plat. He referred the proposed comment letter distributed before the meeting and reference materials for the conditions. He offered electronic copies of the reference materials upon request.

Mr. McShane briefly reviewed the District's comments regarding wetlands and creation of wetlands. He said Mr. Defoe was available to answer questions. Mr. McShane referred to the map and spoke further about concerns regarding the proposed development.

Mr. McShane confirmed to Director Huffman that section 4.B.i. addressed fencing.

In response to a question from Director Venkata, Mr. McShane said KID would not provide irrigation water to the development.

In response to a question from Vice President Rathbun, Mr. McShane and Mr. Defoe confirmed that the 200 foot right of way would be maintained as defined by boundaries. Mr. Defoe noted that the water way had left the boundaries and was encroaching on a different adjacent parcel.

Mr. McShane clarified to Director McKenzie that, in the event the legal description was incorrect and property under the right of way was included, KID requested that the property be deeded to the District. He said this was a typical requirement for properties adjacent to the right of way.

Vice President Rathbun moved to approve the attached review comments for the preliminary plat of Canyon Creek West. Director McKenzie seconded the motion and it carried unanimously.

RESOLUTIONS:

Resolution 2018-03, Approving Water Allotment Transfers for Red Mountain Service Area: Mr. McShane spoke about the proposed transfers which would fully allocate available irrigation water allotments for the Red Mountain Service Area. He said allocations had been distributed in the order requested, to those requestors still wanting allocations.

Mr. McShane said requestors would install the needed infrastructure. He said the properties would be added to the 2018 assessment roll and the Red Mountain South LID 192 surcharges.

Director Huffman moved to approve Resolution 2018-03 Approving Water Allotment Transfers for Red Mountain. Vice President Rathbun seconded the motion and it carried unanimously.

STAFF REPORTS:

Finance Manager: Mr. Drummond referred to draft assessment notices distributed at the meeting, and spoke about the notes regarding interest and penalties. He showed how courtesy notices were marked in red for people with mortgage companies which paid the assessments.

At Mr. Drummond's request, Ms. Voelker reviewed content on the informative one-page insert to be included in the assessment bill mailing.

Mr. Drummond said it was cost effective to include the insert with the billing mailing. He spoke briefly about the printing and mailing process and said March 1st was the mailing target date.

Mr. Drummond also reported regarding:

- Planned TimeClock Plus training for Payroll Accounting Technician
- Planned Tyler Incode training for the Senior Accountant
- Implementation of new payroll tax code
- Labor and Industries rate lowered due to fewer injuries
- Staff working on the final 2017 financial statements due to Washington State in May

Engineering/Operations Manager: Mr. McShane reported regarding:

- Irrigation Leader O&M meeting at which Mr. Freeman, Mr. Woodard and Mr. McShane made presentations
- Tours of concrete, fabrication and earthwork activities were available
- Candy Mountain and other canal lining work
- Concrete work for Rubicon gate installations
- Fabrication of trash racks
- Integrated Plan meeting with Yakima Basin Storage Alliance regarding thermal barrier issues in the lower Yakima River
- Conversation with U.S. Bureau of Reclamation's Wendy Christiansen about Chandler Electrification project
- Washington D.C. trip next week to speak to USBR Commissioner Burman about Chandler Electrification and Title Transfer

Mr. McShane thanked Jim and DeDe Aust for presenting an opportunity cooperate on fencing requirements, by attaching the requirement to the deed of sale as a condition.

Director Huffman commented that Mr. Woodard's presentation on safety and Mr. McShane's presentation about New Zealand irrigation at the workshop were excellent.

Director Huffman spoke about Paul Cross's presentation about pump motors and suggested that KID arrange have the electrical input to pumps charted as either low power or high power spikes could cause to damage. Mr. Freeman said, in his experience, that if dirty power was a suspected problem, the power company may provide a reader.

In response to a question from Director Venkata, Mr. McShane said electricity to Chandler Pumps was planned to be from a Bonneville Power Administration transmission line with a new substation, unique to the District. He spoke further about Mr. Cross's presentation and the importance of preventative maintenance.

Land & Water Resources Manager: Mr. Defoe displayed the usbr.gov Yakima River Five Reservoir diagram and spoke about storage levels. He displayed the usda.gov Washington SNOTEL Current Snow Water Equivalent % of Normal and snowpack percent of average statewide maps, and spoke about snow pack. He displayed and discussed the noaa.gov. Yakima weather station precipitation and temperature graph and climate forecast maps.

Mr. Defoe reported that acoustic receivers were ordered as approved for the smolt survival study. He displayed and discussed highlights of the U.S. Geological Survey study plan.

Discussion ensued regarding potential impacts of a Rattlesnake Ridge landslide, how soon relevant data might be available from the study and retrieval of equipment following the study. Mr. Defoe said he would invite Ian Courter to address the Board regarding the study.

In answer to a question from President Dennis, Mr. Defoe spoke about how the Bateman Island causeway appeared to negatively impact outward migrating smolt and the habitat for returning adult fish.

District Manager: Mr. Freeman reported regarding:

- Invitation to testify before the House Natural Resource Committee on the Nation's Water Power Infrastructure regarding title transfer
- Phil Ball invited to train selected staff in verbal de-escalation and run table top exercises of mock disasters
- KID's response in opposition to proposed legislation regarding irrigation district elections. KID's elections could cost as much as \$365,000 per year under the proposed legislation.
- Meeting with City of Kennewick yesterday regarding title transfer, linear parks, and Chandler Electrification. A City Council resolution of support for title transfer and Chandler Electrification was anticipated. Other Cities, Chambers of Commerce and other local entities would be contacted to request support.

WORKSHOP: None

EXECUTIVE SESSION: At 10:27 a.m., on behalf of the presiding officer, Mr. Iller announced that the Board would go into executive session at 10:35 for an estimated 15 minutes, to discuss with legal counsel pending litigation regarding water rights and Acquavella case as authorized by RCW 42.30.110(1)(i).

Executive session was extended for 15 minutes at 10:52 a.m., 10 minutes at 11:07 a.m. and 10 minutes at 11:17 a.m. At 11:27 a.m., the meeting returned to open session.

OPEN SESSION: President Dennis said a special meeting was needed on Friday, February 9th at 9:00 a.m. and that participation by telephone would be allowed. The agenda was briefly discussed.

Vice President Rathbun moved to call a special meeting with executive session to be held on Friday, February 9th at 9:00 a.m. in the District Boardroom. Director McKenzie seconded the motion and it carried unanimously.

Vice President Rathbun moved to adjourn the meeting at 11:30 a.m. Director Huffman seconded the motion and it carried unanimously.

Attest:

Witness:



Dean Dennis, Board President
Approved February 20, 2018



Charles Freeman, District Manager

Prepared by Doris Rakowski