



Minutes

Meeting of the KID Board of Directors
 Carl W. Petersen Board Room
 Tuesday, February 20, 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

Staff Present:

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

Other Persons Present:

Brian Iller, KID Legal Counsel
 Rich Romm, HUB International

APPROVAL OF AGENDA: Vice President Rathbun moved to approve the agenda. Director Huffman seconded the motion and it carried unanimously.

CONSENT AGENDA: Director McKenzie moved to approve the consent agenda. Director Huffman seconded the motion and it carried unanimously.

Items on the consent agenda were:

1. Minutes, KID Board Meeting, February 6, 2018
2. Minutes, KID Board Special Meeting, February 9, 2018
3. Binding Site Plan 18-01 - Bonnie Jean Plaza - Wet
4. Preliminary Plat - Kingwood Estates - Wet
5. Preliminary Plat - Cob Hill - Wet
6. Preliminary Plat - Grant Street Development - Wet
7. Travel Request - ESRI User Conference
8. Confirm Mechanic/Warehouser Job Description
9. Vouchers/Warrant Approval

Accounts Payable

Numbers:

	76283	through	76286	\$	89,602.16
	76287	through	76336	\$	77,070.23
	76337	through	76339	\$	735.00
	76340	through	76353	\$	2,875.61
Bank Drafts	FSA			\$	146.34
Bank Drafts	General			\$	613.93
Bank Drafts	AP			\$	97,558.65
Total Accounts Payable				\$	268,601.92

Payroll

Numbers:

	33769	through	33774	\$	3,403.09
Direct Deposit			2018-02-05	\$	144,099.64
Direct Deposit			2018-02-08	\$	5,854.65
Total Payroll				\$	153,357.38

Voided Checks: Check # 73412 – Void due to Vendor Credit
Void Checks # 33775 – 34000 due to old payroll check stock.

PUBLIC COMMENTS: None

PRESENTATIONS:

Annual Board Training: Mr. Romm gave a PowerPoint presentation, Board Liability and Creating Balance, and spoke about topics including:

- Determining liability - duty of ordinary care, breach of that duty, damage or injuries occurred, and proximate cause
- Current issues regarding organization liability including sexual harassment, negligent hiring or retention, internet and electronic misuse, public records requests
- Board liability from allegations of civil rights violations, employment issues or discrimination, errors and omissions, wrongful acts, and policy making
- Minimizing risk through following well written policies and procedures, seeking legal counsel advice, never making a decision knowing it is wrong, and acting within the scope of board member duties
- Deliberating in many voices, but governing in one
- Differing roles, expectations and advice for the Board and Management
- Difficult things to learn, including
 - Power is not individual
 - Setting policy versus administering the organization
 - Representing all constituents
 - Responding appropriately to complaints and concerns
 - Change comes slowly
 - You cannot solve everyone's problems
- Forging group leadership
- Board Procedures, including:
 - Open Public Meeting Act
 - Executive Sessions
 - Public Records Act
- Confidentiality and professionalism
- Media policy
- Board meeting disturbances
- Establishing and maintaining a leadership team
- Effective communication
- Building trust by listening to understand, being open and fair, speaking your feelings and telling the truth kindly, showing consistency, fulfilling promises, and maintaining confidences

In response to a question from Mr. Freeman, Mr. Romm spoke briefly about claims and insurance coverage regarding public records requests.

In response to a question from Mr. Drummond, Mr. Romm spoke briefly exemptions to public records disclosure. Satisfying statutory requirements for disclosure was discussed.

Mr. Romm said customer service training would be provided to staff on March 13th.

Preliminary Financial Reports for January 2018: Mr. Drummond said year-end reporting to the Washington State Auditors in May could require changes to subsequent reports such as this

one, so the final reports would be presented to Board at a later date. He presented highlights of preliminary report pages including:

- Balance Sheet, as of January 31, 2018-DRAFT
- Balance Sheet-Comparative, as of January 31, 2018 and 2017-DRAFT
- Statement of Revenues & Expenditures-Budget to Actual, Summary-Year to Date-DRAFT
- Fund Balance Change, as of January 31, 2018 – DRAFT
- Cash Investment Report, as of January 31, 2018

Director Huffman moved to accept the summary of the draft financial statements. Vice President Rathbun seconded the motion and it carried unanimously.

PUBLIC HEARING: None

PUBLIC COMMENT: Chuck Torelli, 3314 S Dennis Ct., spoke about John Trumbo's recent editorial and said Mr. Trumbo's opinion and implication of malfeasance were just Mr. Trumbo's perspective. Mr. Torelli noted it was hard for him to find out whether KID directors got a stipend.

About voting, Mr. Torelli said he thought KID worked hard to save money, and wanted to buy pumps, not paper. He said that created a perception and sometimes perception was as valuable as pumps. He said spending \$15,000 to \$20,000 on voting would create the impression that "if you don't care enough to vote, that's your problem; we have made it as easy as possible."

Mr. Torelli said he understood from Port of Kennewick that if the Haler bill passed ballots would cost \$3 to \$5 each. Mr. Freeman confirmed there were about 73,000 votes.

Mr. Torelli suggested KID could spend about \$20,000 to send it out in December and not go through the County Auditor. He said KID would control the process and people could observe. He said it was worth it to try to mitigate the perception issue, and otherwise, everyone was doing a great job.

PUBLIC HEARING: None

BOARD REPORTS:

Director Huffman congratulated Mr. Freeman, Mr. McShane and President Dennis on the trip to Washington DC and Mr. Freeman's testimony to the House Committee on Natural Resources Subcommittee on Water, Power and Oceans. Mr. Freeman said KID's media consultant and Ms. Voelker promoted the testimony to media, but only KONA picked up the story.

President Dennis said Mr. Freeman and Mr. McShane did well with everyone they met. He said Water Strategies employees were great to work with.

ACTION ITEMS: None

RESOLUTIONS: None

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding assessment billing file which was sent to the billing house for printing and mailing.

Engineering/Operations Manager: Mr. McShane reported regarding:

- Ongoing canal lining work
- Fabrication work
- Olympia Estate subdivision piping work
- Concrete work and Rubicon gate installation
- Planned operational testing in areas with stored water
- Chandler electrification - Lower River Subcommittee to consider plan next Friday
- Second recapture well going to bid next week
- Red Mountain chlorination unit purchase and planned installation at Kiona Pump Station
- KID campus expansion and renovation

Land & Water Resources Manager: Mr. Defoe displayed and discussed web pages including:

- usbr.gov - Yakima River Five Reservoir Diagram and Water Year Graph
- noaa.gov - Yakima weather station Precipitation and Temperature graphs
- usda.gov - Washington SNOTEL maps and graphs
- noaa.gov - 3-class Three-Month Outlook maps

Mr. Defoe displayed a bing.com map of site for cold water refugia project near Yakima River oxbow, and spoke briefly about the cold water refugia concept.

Upcoming meetings:

- Columbia Snake River Irrigators Association (CSRIA) - Thursday, February 22
- Washington State Water Resources Association (WSWRA) - Wednesday, February 28

District Manager: Mr. Freeman reported regarding:

- Meeting with USBR Commissioner Burman about title transfer and Chandler electrification
- Meeting with Senator Cantwell about title transfer and Chandler electrification. He said Senator Cantwell instructed staff to draft legislation.
- Meeting with Representative Newhouse about title transfer and Chandler electrification
- House Committee on Natural Resources Subcommittee on Water, Power and Oceans presentation
- New Customer Service Specialist started today
- House Bill 2675 on irrigation district elections was not selected to move forward. Mr. Freeman said it would have impacted irrigation districts across the state. He recommended KID be proactive in anticipation that the issue would be back. He noted that it could have cost \$3.6 million over ten years under the proposed legislation and that KID's elections had never been challenged. He said the issue would be raised at the next WSWRA executive committee meeting.
- Welcome packets
- Meeting with Tom Tebb from the Department of Ecology and Dawn Wiedmeier from USBR about Chandler electrification today.
- The public was welcome at a special meeting at LU LUs conference room - Wednesday, February 21 at 10:30 a.m.
- Office of Management and Budget regarding paying for Chandler electrification
- Media coverage and publicizing title transfer and Chandler electrification

Director Huffman suggested sending information with assessments next year explaining costs of proposed election legislation if the issue was expected. Mr. Freeman suggested WSWRA could write guest editorials.

Staff training would be provided tomorrow and Thursday on active shooter prevention and survival, verbal escalation, and table top exercises on loss of technology and canal breach.

WORKSHOP: None

EXECUTIVE SESSION: At 10:50 a.m., on behalf of the presiding officer, Mr. Iller announced that, following a short break, the Board would go into executive session for an estimated ten minutes, to consider the minimum price at which real estate will be offered for sale or lease, pursuant to RCW 42.30.110(1)(c), starting at approximately 10:55 a.m. He said action was possible following executive session.

Open session resumed at 11:05 a.m.

OPEN SESSION:

Vice President Rathbun moved to amend the agenda to consider sale of real property. Director Huffman seconded the motion and it carried unanimously.

Authorizing Sale of KID #9028, 2000 S. Palouse St., Kennewick: Ms. Rosenbaum presented the Offer to Purchase from Harold and Velma Knibbs and reviewed terms of the proposed sale. She said the Knibbs owned the parcel adjacent to the south and intended to expand their existing lot size by purchasing this parcel.

Vice President Rathbun spoke in favor of the sale.

Director Huffman noted that the Realty Committee had discussed the offer and recommended the Board authorize the sale.

Director Huffman moved to authorize the sale of KID Property #9028 located at 2000 S. Palouse St., Kennewick, Washington, Apple Tree Village, to Harold and Velma Knibbs for the amount of \$1,000.00 and authorize the Board President and Secretary Manager as signature authorities to execute the Purchase & Sale Agreement with all terms and conditions contained therein. Vice President Rathbun seconded the motion and it carried unanimously.

Vice President Rathbun moved to adjourn the meeting at 11:10 a.m. Director McKenzie seconded the motion and it carried unanimously.

Attest:

Witness:



Dean Dennis, Board President
Revised Minutes Approved March 6, 2018



Chuck Freeman, District Manager

Prepared by Doris Rakowski