



Minutes

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:

Charles Freeman, District Manager
 Kipp Drummond, District Treasurer
 Jason McShane, Engineering/Operations Manager
 Seth Defoe, Land & Water Resources Manager
 Lynda Rosenbaum, Real Property Manager
 Dana Hernandez, Customer Accounts Supervisor
 Melissa Olheiser, Accountant II
 Shelbea Voelker, Public Relations Coordinator
 Jonathan Haller, GIS Analyst/Developer
 Lori Gibson, Executive Assistant O&E
 Doris Rakowski, Executive Assistant

Other Persons Present:

Brian Iller, KID Legal Counsel

APPROVAL OF AGENDA: President Dennis added Washington D.C. Travel Authorization to the consent agenda and removed Binding Site Plan 18-05 - Fairchild from the consent agenda.

Ms. Rakowski confirmed to Director McKenzie that notice of the correction to the title of Resolution 2018-34 was sent to the media.

Director McKenzie moved to approve the agenda as amended. Vice President Rathbun seconded the motion. The motion carried unanimously.

CONSENT AGENDA: Vice President Rathbun moved to approve the consent agenda. Director Huffman seconded the motion. The motion carried unanimously.

Items approved on the consent agenda were:

1. Minutes, KID Board Special Meeting, August 6, 2018
2. Minutes, KID Board Meeting, August 7, 2018
3. Travel Authorization – TruePoint Users Group
4. Travel Request – Title Transfer (Washington D.C.)
5. Vouchers/Warrant Approval

Accounts Payable

Numbers:

	77339	through	77339	\$	9,128.89
	77340	through	77392	\$	47,046.22
Bank Drafts	FSA			\$	1,127.63
Bank Drafts	General			\$	5,029.71
Bank Drafts	AP			\$	98,562.06
Total Accounts Payable				\$	160,894.51

Payroll

Numbers:

	34032	through	34038	\$	7,279.25	
Direct Deposit		8/6/2018		\$	140,382.99	
Total Payroll						\$ 147,662.24
Total Disbursements						\$ 308,556.75

Voided Checks: None

PUBLIC COMMENTS: None

PRESENTATIONS:

Financial Reports for July 2018: Mr. Drummond presented highlights of pages including:

- Balance Sheet – As of July 31, 2018
- Statement of Revenues & Expenditures-Budget to Actual, Summary-Year to Date
- Fund Balance Change, as of July 31, 2018.
- Cash Investment Report, as of July 31, 2018

Mr. Freeman confirmed to President Dennis that the insurance company would not offer the option to pay the premium by installments.

Director Venkata recommended encouraging employees to take advantage of the Employee Educational Benefit. Discussion ensued.

In response to a question from Vice President Rathbun, discussion ensued regarding potential large projects and whether low interest rates for bonds could be locked in for a period of time. Ongoing Chandler Electrification planning, reservoir siting, and updating the Piper Jaffray agreement were briefly discussed.

Vice President Rathbun moved to accept the July 2018 financial report. Director McKenzie seconded the motion. The motion carried unanimously.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS: None

RESOLUTIONS:

Resolution 2018-31, Project Acceptance & Retainage Release PW2017-12 Misc. Electrical Work: Mr. McShane reported that work was completed for public works contract PW2017-12 Miscellaneous Electrical Work at Sagecrest Pump Expansion and recommended project acceptance upon completion of state requirements for retainage release of \$116.69 withheld.

Vice President Rathbun moved to approve Resolution 2018-31 Project Acceptance and Release of Retainage for Public Works Contract PW2017-12 Miscellaneous Electrical Work. Director McKenzie seconded the motion. The motion carried unanimously.

Mr. Freeman announced he would meet with USBR Regional Director Gray regarding funding following the Tri-State meeting.

Resolution 2018-32, Project Acceptance & Retainage Release PW2018-01 Amon Pumping Plan Maintenance: Mr. McShane reported that work was completed for public works contract PW2018-01 Amon Pumping Plant Maintenance. He recommended project acceptance upon completion of state requirements for retainage release of \$672.10 withheld.

Director Venkata moved to approve Resolution 2018-32 Project Acceptance and Release of Retainage for Public Works Contract PW2018-01 Amon Pumping Plant Maintenance. Director McKenzie seconded the motion. The motion carried unanimously.

Resolution 2018-33, Project Acceptance & Retainage Release PW2018-03 Concrete Pumping D4 Head End: Mr. McShane reported that work was completed for public works contract PW2018-03 Concrete Pumping Division 4 Head End for the Rubicon gate structure. He recommended project acceptance upon completion of state requirements for retainage release of \$98.02 withheld.

Director McKenzie moved to approve Resolution 2018-33 Project Acceptance and Release of Retainage for Public Works Contract PW2018-03 Concrete Pumping D4 Head End. Vice President Rathbun seconded the motion. The motion carried unanimously.

Resolution 2018-34, Project Acceptance & Retainage Release PW2018-12 Miscellaneous Electrical Work: Mr. McShane reported that work was completed for public works contract PW2018-04 Badger East Mulching for ground stabilization and dust control. He recommended project acceptance upon completion of state requirements for retainage release of \$393.60 withheld.

Vice President Rathbun moved to approve Resolution 2018-34 Project Acceptance and Release of Retainage for Public Works Contract PW2018-04 Badger East Mulching. Director Huffman seconded the motion. The motion carried unanimously.

STAFF REPORTS:

Finance Manager: Mr. Drummond summarized information presented on a spreadsheet titled "Debt held and owed" which he distributed at the meeting. Director Huffman thanked Mr. Drummond, the Finance Department and the Finance Committee for making this information transparent to the Board. Mr. Drummond recognized Ms. Olheiser's efforts on this report.

Mr. Drummond also reported regarding:

- Planned budget amendment for September 18, 2018
- Accounting Technician Recruitment

Engineering/Operations Manager: Mr. McShane reported regarding:

- WaterSMART encroachment removal letters
- Planned winter 2018-2019 lining
- KID Campus work progress
- 45th Avenue work
- Hill West Phase II pipeline project

Upcoming Meetings:

- Tour for Columbia Irrigation District Manager – Thursday, August 23rd
- Operations and Engineering Committee meeting - to be rescheduled
- Benton County Commissioners meeting - Tuesday, August 28th

WaterSMART grant lining work materials and purchasing were discussed in response to questions from Director McKenzie. Staff confirmed that completion of title transfer should not impact the District's eligibility for WaterSMART grants, as they were often awarded to non-Reclamation projects.

Mr. McShane spoke about hiring of temporary employees in response to a question from President Dennis.

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 - Pasco weather station Precipitation and Temperature graphs
- noaa.gov - 3-class Three-Month Outlook maps

In response to a question from President Dennis, Mr. Defoe spoke about communicating with the public about climate and weather conditions. Mr. Defoe noted that Mr. Haller was working on some ideas for apps that could include that type of information.

Mr. Defoe provided updates on:

- Smolt Survival Study
- Title Transfer legislation. Discussion ensued regarding planned travel to Washington D.C.

Tours of Chandler provided to Raquel Crowley from Senator Murray's office and Richard Evans from Senator Cantwell's office were discussed. Representative Newhouse's staff would tour on Monday. Mr. Freeman reported that Ms. Crowley suggested that use of irrigation water for firefighting and irrigated agriculture as a wild fire buffer be mentioned in funding requests.

District Manager: Mr. Freeman reported regarding:

- Chamber of Commerce meeting – August 22
- 2019 budget preparation
- Discussions regarding an agreement for Clearwater Creek Subdivision
- Pump Technician Dwayne Miller to retire
- Planned updates to the Drought Plan and Developer Mitigation policies
- Drafting flyer regarding irrigation elections
- Water license training

WORKSHOP: None

EXECUTIVE SESSION: At 10:10 a.m., on behalf of the presiding officer, Mr. Iller announced that the Board would go into executive session following a ten-minute break, for an estimated 10 minutes, until approximately 10:30 a.m., to consider the minimum price at which real estate will be offered for sale or lease, pursuant to RCW 42.30.110(1)(c). He said action was possible after the executive session.

OPEN SESSION: At 10:31 a.m., open session resumed.

Vice President Rathbun moved to add Authorizing Sale of KID #9001, 1508 W. 3rd Ave., Kennewick to the agenda. Director McKenzie seconded the motion. The motion carried unanimously.

Authorizing Sale of KID #9001, 1508 W. 3rd Ave., Kennewick: Ms. Rosenbaum presented an offer to purchase a small KID-owned residential parcel was declared surplus in 2011 and re-advertised for sale in 2018. Joe Garza, a real estate agent, offered \$21,000.00, as-is, cash at closing. Mr. Garza would receive a 3% commission on the sale.

Ms. Rosenbaum reported that the buyer would pay the back tax lien of about \$12,000 at closing. She noted that maintenance of the parcel had been a burden on the Operations Department.

Director Huffman said the Realty Committee recommended authorization of the sale.

Director Venkata moved to authorize the sale of KID Property #9001 located at 1508 W. 3rd Ave., Kennewick, Washington, to Joe Garza for the amount of \$21,000.00 and authorize the Board President and Secretary Manager as signature authorities to execute the Purchase & Sale Agreement with all terms and conditions contained therein. Director Huffman seconded the motion. The motion carried unanimously.

Director Huffman moved to adjourn the meeting at 10:36 a.m. Vice President Rathbun seconded the motion. The motion carried unanimously.

Attest:

Witness:



Dean Dennis, Board President

Minutes Approved September 4, 2018



Charles Freeman, District Manager

Prepared by Doris Rakowski