



Board of Directors Meeting
 Tuesday, September 4, 2018, 9:00 a.m.
 Carl W. Petersen Board Room
 2015 S. Ely St., Kennewick, WA 99337

Minutes

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

Directors Present:

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

Staff Present:

Kipp Drummond, District Treasurer
 Ben Woodard, Asst Engineering/Operations Manager
 Lynda Rosenbaum, Real Property Manager
 Melissa Olheiser, Accountant II
 Jonathan Haller, GIS Analyst/Developer
 Lori Gibson, Executive Assistant
 Doris Rakowski, Executive Assistant

APPROVAL OF AGENDA: Director McKenzie moved to approve the agenda. Vice President Rathbun seconded the motion. All present voted in favor and the motion carried.

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

Items on the consent agenda were:

1. Minutes, KID Board Meeting, August 21, 2018
2. Short Plat – SHP 2018-007 – Celski – Variance Request
3. Short Plat 18-08 – Knutzen – Wet
4. Binding Site Plan 18-05 – Fairchild – Variance Request
5. Short Plat 2018-111 – Rangel – Wet
6. Final Plat – Lattin Meadows Ph. 1
7. Vouchers/Warrant Approval

Accounts Payable

Numbers:

	77393	through	77398	\$	10,742.23
	77399	through	77444	\$	168,563.19
	77445	through	77499	\$	246,490.87
Bank Drafts	FSA			\$	-
Bank Drafts	General			\$	-
Bank Drafts	AP			\$	89,483.78
Total Accounts Payable				\$	515,280.07

Payroll

Numbers:

	34039	through	34043	\$	4,079.82
Direct Deposit		8/20/2018		\$	133,574.96
Total Payroll				\$	137,654.78
Total Disbursements				\$	652,934.85

Voided Checks: None.

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: None

Director Venkata joined the meeting.

ACTION ITEMS:

Piper Jaffray Contract Update: Mr. Drummond presented the proposed Underwriter/Placement Agent engagement letter. He said it could be cancelled at any time and created no financial obligation, but would allow KID to use Piper Jaffray as a resource or potentially for issuing bonds.

In response to a question from Director Huffman, Mr. Drummond said there would be no cost to KID unless a formal contract were signed for underwriting or other services. He noted that the Board would be involved in that decision and contract. Discussion ensued regarding the possible costs of such services.

Mr. Drummond confirmed to Vice President Rathbun that KID was qualified to issue tax-free municipal bonds.

Vice President Rathbun moved to authorize Charles Freeman, Secretary, to execute the attached contract for services for Piper Jaffray & Co. Director Huffman seconded the motion. The motion carried unanimously.

RESOLUTIONS:

Resolution 2018-35, Project Acceptance and Retainage Release PW2017-09 Garage Doors for Bullpen: Mr. Woodard reported that work was completed for public works contract PW2017-09 Garage Doors for Bullpen and recommended project acceptance upon completion of state requirements for retainage release of \$259.90 withheld.

Director Huffman moved to approve Resolution 2018-35 Project Acceptance and Release of Retainage for Public Works Contract PW2017-09 Garage Doors for Bullpen. Vice President Rathbun seconded the motion. The motion carried unanimously.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding:

- Tax refund for off-road use of diesel fuel
- Accounting Technician recruitment
- 2019 Budgeting
- Liability insurance renewal

Mr. Drummond added that the August financial reports would be presented at the next meeting, and that he planned to attend the Washington Financial Officers Association Conference.

Engineering/Operations Manager: Mr. Woodard reported that Captain Nelson from Dispatch Command called to thank KID for spill water which was used to fight the Zintel Canyon fire last week. He said KID water was used to fight a larger fire earlier this year when a helicopter scooped

water from a canal. Mr. Woodard said staff planned to meet with the fire department about continuing cooperation. He said Ms. Voelker was working on getting information to the public on this additional benefit of irrigation in the community.

Mr. Woodard also reported regarding:

- 40 days left in irrigation season
- Vegetation management
- Third drought relief well drilling to start
- Phase 1 of Olympia piping complete
- Preconstruction for Hills West project to begin
- USBR technical review of Chandler Electrification scenario #7 for an isolating reservoir
- Retirement of Pump Technician DeWayne Miller after 39 years with the District

Discussion ensued regarding ways KID could assist the fire department.

Land & Water Resources Manager: None

District Manager: None

WORKSHOP: None

President Dennis noted some senior KID staff was in Washington D.C. regarding Title Transfer.

EXECUTIVE SESSION: None

The Board welcomed John Crotty to the meeting.

At 9:18 a. m., Vice President Rathbun moved to adjourn the meeting. Director McKenzie seconded the motion. The motion carried unanimously.

Attest:

Witness:



Dean Dennis, Board President
Minutes Approved September 18, 2018



Kipp Drummond, District Treasurer

Prepared by Doris Rakowski