



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
 Seth Defoe, Land & Water Resources Manager
 Jason McShane, Engineering/Operations Manager
 Ben Woodard, Asst Engineering/Operations Manager
 Kipp Drummond, District Treasurer
 Shelbea Voelker, Public Relations Coordinator
 Melissa Olheiser, Accountant II
 Lori Gibson, Executive Assistant O&E
 Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty

APPROVAL OF AGENDA: President Dennis referred to a revised agenda, distributed at the meeting, which added Travel Request WSWRA Annual Conference, removed Resolution 2018-40, and canceled an executive session consideration of the minimum price of real estate.

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

CONSENT AGENDA: Director McKenzie 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 Meeting, November 6, 2018
2. Pre Plat - Dove Ridge
3. Vouchers/Warrant Approval

Accounts Payable

Numbers:

	77845	through	77847	\$	70,673.66
	77848	through	77848	\$	89,694.58
	77849	through	77888	\$	45,666.27
Bank Drafts	FSA			\$	122.52
Bank Drafts	General			\$	2,255.87
Bank Drafts	AP			\$	90,646.77
Total Accounts Payable				\$	299,059.67

Payroll

Numbers:

	34056	through	34057	\$	1,897.77
Direct Deposit		11/5/2018		\$	137,157.28
Total Payroll				\$	139,055.05
Total Disbursements				\$	438,114.72

Voided Checks: None.

PUBLIC COMMENTS: None

PRESENTATIONS:

Fish Predation: Mr. Defoe introduced Yakima Basin Joint Board consultant, Ian Courter, of Mount Hood Environmental.

Mr. Courter presented a report on Lower Yakima River Salmonid Predation, including information about:

- Study objectives of estimating smallmouth bass abundance and salmonid consumption
- Lower Yakima River study reach locations
- Sample collection and abundance calculation methods
- Seasonal in-migration of smallmouth bass from April through June, simultaneous with out-migration of juvenile salmonids
- Smallmouth bass abundance, size distribution
- Methods of identification of smallmouth bass stomach contents
- Consumption by weight of prey species

In response to questions, Mr. Courter spoke further topics including:

- Juvenile salmon survival rates
- A similar Snake River study
- Expected uses of study results
- Options for management actions
- River conditions relative to salmonid and smallmouth bass survival
- Funding options for next year
- Continuance of the study regardless of water year type
- Applicability of sensors for future projects

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Travel Request WSWRA Annual Conference: Mr. Freeman requested the substitution of Dean Dennis for Gene Huffman for travel to the conference, for consistency with 2018 appointments of representative to meetings of other organizations.

Director Huffman moved to authorize Dean Dennis to travel to Spokane, Washington, to attend the Washington State Water Resources Association Annual Conference, in the place of Gene Huffman. Vice President Rathbun seconded the motion. The motion carried unanimously.

RESOLUTIONS:

Resolution 2018-42 Amendment to Resolution 2017-21 Authorization of Collection of Surcharges for PLA Properties in the Jamesville Benefit Area: Mr. McShane presented the resolution to amend Resolution 2017-21 with final project numbers.

Mr. McShane said that, upon construction, improvement costs, of \$4,439.92 per Equivalent Irrigation Unit (EIU), would be paid by an annual surcharge of \$600.89 per EIU over a ten-year period, or upfront in full by April 30, 2019.

Vice President Rathbun moved to approve Resolution 2018-42, Amendment to Resolution 2017-21, Authorization of Collection of Surcharges for PLA Properties in the Jamesville Benefit Area. Director McKenzie seconded the motion. The motion carried unanimously.

Resolution 2018-43 Project Acceptance and Release of Retainage for PW 2017-01 Gage Pump Refurbishment: Mr. McShane reported that work was completed for public work contract PW2017-01 Gage Pump Refurbishment. Contractor filings were recently completed, for State requirements allowing release of the \$562.25 retainage.

Director Huffman moved to approve Resolution 2018-43 Project Acceptance and Release of Retainage for Public Works Contract PW2017-01 Gage Pump Refurbishment. Director McKenzie seconded the motion. The motion carried unanimously.

Resolution 2018-44 2019 Budget: Mr. Drummond spoke about the 2019 zero-based budgeting process. He said Mr. Freeman directed staff to cut two percent from all costs except salary and benefits. Payroll and benefit expenses increased 2.4%. He said that full time equivalent positions were not increased in the 2019 Budget.

Mr. Drummond spoke about the Customer Service and Public Relations Departments, created in 2018 for tracking and management purposes. He said an IT Department was created and all IT, communication and phone costs were moved to that department.

Mr. Drummond said general ledger lines were created to track and segregate Chandler, Title Transfer, and water rights defense costs.

Director McKenzie moved to approve Resolution 2018-44, 2019 Budget Adoption. Vice President Rathbun seconded the motion. The motion carried unanimously.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding:

- State Audit progress
- Conclusion of the 2019 budget process
- Capital Projects Funding
- October Financial reports to be presented at December 4th Board meeting

Engineering/Operations Manager: Mr. McShane reported regarding:

- Amon Wasteway reconstruction
- Badger East Canal Lining
- Private bridge crossings
- Hills West Piping
- Discussion with Richland Parks Department on booster pump location near Englewood

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 - Three-Month Outlook maps, Pasco weather station Precipitation and Temperature graphs, and weak El Niño watch alert.

Mr. Defoe reported that the Title Transfer bill unanimously passed out of committee to the House of Representatives for consideration. He spoke briefly about potential Senate legislation.

Mr. Defoe said Richard Visser, a U.S. Bureau of Reclamation Biologist, would be here next week to discuss adult Sockeye tracking in the Lower Yakima River.

District Manager: Mr. Freeman reported that Lorayne J was annexed by City of Richland, and transfer of system could be complete by the end of next year.

WORKSHOP: None

EXECUTIVE SESSION: At 10:15 a.m., Mr. Freeman announced on behalf of the presiding officer that the Board would go into executive session for one hour to discuss with legal counsel representing the agency litigation, pursuant to RCW 42.30.110(1)(i) and to review the performance of a public employee, pursuant to RCW 42.30.110(g). He said action was possible following the executive session.

At 11:15 a.m., executive session was extended for 15 minutes.

At 11:25 a.m., Director Venkata left the meeting.

OPEN SESSION: At 11:30 a.m., the meeting returned to open session.

District Manager Salary: Vice President Rathbun introduced discussion the District Manager's performance, which had been reviewed in executive session. He thanked Mr. Freeman for his leadership and said the Department head team he assembled was a real benefit to the KID and the rate payers.

Vice President Rathbun spoke about challenges facing KID because it was the most urbanized District and was at the bottom of the Lower Yakima River water system. He said Mr. Freeman bought an uncommon skill set, management and leadership to the District, and had done a marvelous job of pushing back on all of those issues. He commended Mr. Freeman for his hard work and long hours.

The other Directors agreed with Vice President Rathbun. Director Huffman said he had seen Mr. Freeman in action many times and was thankful he was KID's District Manager. He said we had learned and gained a lot, and put KID where it is today.

Vice President Rathbun move to raise District Manager Freeman's salary by 7.6% merit plus 2.005% COLA raise to appx \$182,000 per year. Director Huffman seconded the motion. All present voted in favor and the motion carried.

It was confirmed that the raise would be effective to Mr. Freeman's hiring anniversary of November 2, 2018.

At 11:36 a.m., Vice President Rathbun moved to adjourn. Director Huffman seconded the motion. The motion carried unanimously.

Attest:



Dean Dennis, Board President
Minutes Approved December 4, 2018

Witness:



Charles Freeman, Board Secretary

Prepared by Doris Rakowski