



**Board of Directors Meeting**  
 Tuesday, May 21, 2019, 9:00 a.m.  
 Carl W. Petersen Board Room  
 2015 S. Ely St., Kennewick, WA 99337

President Dennis called the meeting to order at 9:02 a.m. and Mr. Freeman called roll.

**Directors Present:**

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

**Staff Present:**

Charles Freeman, District Manager  
 Kipp Drummond, District Treasurer  
 Jason McShane, Engineering/Operations Manager  
 Lori Gibson, Executive Assistant to Engineering  
 Melissa Olheiser, Accountant II  
 Shelbea Voelker, Public Relations Coordinator  
 Doris Rakowski, Executive Assistant

**Other Persons Present:**

John Crotty, Counsel

**APPROVAL OF AGENDA: Director McKenzie moved to approve the agenda. Director Rathbun seconded the motion. The motion carried unanimously.**

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

Items approved on the consent agenda were:

1. Minutes, KID Board Meeting, May 7, 2019
2. Final Plat - The Village at Southridge Phase 2
3. Binding Site Plan 19-02 - Quinault - Beauchamp
4. Preliminary Plat - Terra Vista
5. Final Plat - Southcliffe Phase 2
6. Final Plat - Cottonwood Creek Phase 3
7. Site Plan 2019-005 - Holtan
8. Confirm Revised GIS Analyst/Developer Job Description
9. Vouchers/Warrant Approval

**Accounts Payable:**

Numbers:

	78723	through	78728	\$	21,637.05
	78729	through	78808	\$	219,140.60
Bank Drafts	FSA			\$	-
Bank Drafts	General			\$	-
Bank Drafts	AP			\$	113,067.75
<b>Total Accounts Payable</b>				<b>\$</b>	<b>353,845.40</b>

**Payroll:**

Numbers:

	-	through	-	\$	-
Direct Deposit		5/6/2019		\$	161,115.03
<b>Total Payroll</b>				<b>\$</b>	<b>161,115.03</b>
<b>Total Disbursements</b>				<b>\$</b>	<b>514,960.43</b>

**Voided Checks:** Check # 78764

**PUBLIC COMMENTS:** None

**PRESENTATIONS:**

**December 2018 Financial Reports:** Mr. Drummond said the December 2018 financial reports were finalized for submission of 2018 year-end reporting to the Washington State Auditor's Office. He commended Ms. Olheiser' for her good work on the reports. He spoke briefly about the finalization process.

Mr. Drummond presented highlights of report pages including:

- Balance Sheet-As of December 31, 2018
- Statement of Revenues & Expenditures-Budget to Actual, Summary-Year to Date
- Grant & Matching Funds Schedule
- Fund Balance Change, as of December 31, 2018 - Final

**Vice President Huffman moved to accept the financial statements for December 2018. Director Rathbun seconded the motion. The motion carried unanimously.**

**PUBLIC HEARING:** None

**BOARD REPORTS:**

President Dennis and Vice President Huffman thanked staff for last Saturday's Home Depot event. Mr. Freeman said the next event would be at Ranch and Home in August or September.

Director Huffman thanked the Board for sending him with Mr. Freeman on the Irrigation Leader Chile trip, where they learned about how irrigation districts there addressed issues shared by KID.

Mr. Freeman displayed photographs from the trip and spoke about topics including:

- Geography, environment, and climate
- Water management by artificial political zones, not watersheds
- Delivery to canals by the irrigation districts, and delivery beyond the gates (increasingly, Rubicon flume gates) by local operators
- 200,000 Acre-foot reservoir
- Irrigation districts forecast supply and prorated deliveries
- Irrigation water not regulated, but in 2008, ground water regulation began. There was little cooperation between local groups, due to limited national government involvement.

Mr. Freeman said the next Irrigation Leader tour would focus on tribal issues in New Zealand.

Mr. Freeman confirmed to Director Rathbun that water deliveries in Chile were seasonal.

**ACTION ITEMS:**

**PC2019-26 Clearwater Creek Service Expansion (Materials Only):** Mr. McShane presented the bid results for materials for part of the Clearwater Creek Irrigation Purveyor Agreement work. He said bids were opened Monday, May 20<sup>th</sup>. The lowest bid, \$44,430.96, was from H.D. Fowler, and was about \$7,000 under the engineers' estimate of \$51,951.62.

**Director Rathbun moved to authorize the District Manager, Charles Freeman, to execute Contract PC2019-26 Clearwater Creek Service Extension (Materials Only) to the lowest responsible bidder. Director McKenzie seconded the motion. The motion carried unanimously.**

## **RESOLUTIONS:**

**Resolution 2019-16, Clearwater Creek Assessment:** Mr. McShane asked to table the resolution, pending receipt of additional data from Benton County.

**Resolution 2019-20, Vancouver Meadows Voluntary Mitigation Agreement and Final Plat:** Mr. McShane spoke about terms of the Voluntary Mitigation Agreement. He noted that materials were provided at the meeting.

**Vice President Huffman moved to approve Resolution #2019-20 Approving Vancouver Meadows Voluntary Mitigation Agreement, and to approve the Proposed Final Plat – Vancouver Meadows contingent upon the developer’s compliance with KID’s conditions of approval. Director Rathbun seconded the motion. The motion carried unanimously.**

## **STAFF REPORTS:**

**Finance Manager:** Mr. Drummond reported regarding:

- Late notices to be sent via email
- Finance Committee meetings moving to 9:00 a.m. on Tuesdays following Board meetings

**Engineering/Operations Manager:** Mr. McShane displayed and discussed webpages including:

- usbr.gov - Yakima River Five Reservoir Diagram, and Water Year Graph.
- usda.gov – Snow Water Equivalent map

Mr. McShane spoke about drought planning, including storage control, wells, inline storage, Amon pump, voluntary scheduling, and limiting excess water ordering at metered connections.

Mr. McShane confirmed to Director Rathbun that the final pro-rationing in 2015 was 47% and the storage control date was April 15<sup>th</sup> in 2015.

Mr. McShane provided an update to Director McKenzie regarding patching and continued monitoring of two minor leaks in the Main Canal. No shut down was planned.

**Land & Water Resources Manager:** None

**District Manager:** Mr. Freeman reported regarding:

- Employee lunch – May 22
- Zintel Canyon mitigation meeting - May 22
- Board retreat moved to October
- Irrigation District Election Task Force meeting in Ritzville - May 23
- Meeting last week with Benton County Assessor regarding irrigation district elections
- Special meeting needed regarding planning, engineering staffing and work load
- Yakima Basin Joint Board meeting – May 24

Mr. Freeman reported that Roza Irrigation District was out to bid for 60,000 linear feet of piping, from 36" to 2". He said KID expected to see their SEPA next, which he hoped would include their water savings and a complete analysis of the impacts to the environment.

Mr. Freeman provided a brief update of KID's lawsuit. He said Roza had appealed a decision about the timeliness of KID's lawsuit to the Spokane Circuit Division 3. He said that in the intervening time KID would continue to reach out to others in the Basin regarding mitigation discussions outside the courtroom.

**WORKSHOP:** None

Mr. Freeman noted that the executive session did not need to start at 10:30 a.m.

**EXECUTIVE SESSION:** At 9:59 a.m., Mr. Freeman announced on behalf of the presiding officer that the Board would go into executive session for approximately 20 minutes, following a short break, to discuss with legal counsel representing the agency potential litigation, pursuant to RCW 42.30.110(1)(i)(ii).

At 10:25 a.m., executive session was extended for ten minutes, and for ten minutes at 10:35 a.m.

**OPEN SESSION:** At 10:45 a.m., the meeting returned to open session.

**Vice President Huffman moved to adjourn. Director Rathbun seconded the motion. The motion carried unanimously.**

Attest:

Witness:



Dean Dennis, President  
Minutes Approved June 4, 2019



Charles Freeman, Board Secretary

Prepared by Doris Rakowski