



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

**Directors Present:**

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

**Directors Absent:**

Raman Venkata

**Staff Present:**

Charles Freeman, District Manager  
 Kipp Drummond, Comptroller/Treasurer  
 Jason McShane, Engineering/Operations Manager  
 Seth Defoe, Land and Water Resources Manager  
 Lori Gibson, Executive Assistant  
 Shelbea Voelker, Public Relations Coordinator  
 Doris Rakowski, Executive Assistant

**Other Persons Present:**

John Crotty, Legal Counsel

**Director McKenzie moved to excuse Director Venkata’s absence due to illness. Vice President Huffman seconded the motion. All present voted in favor and the motion carried.**

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

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

Items approved on the consent agenda were:

1. Minutes, KID Special Board Meeting, July 19, 2019
2. Minutes, KID Board Meeting, August 6, 2019
3. Binding Site Plan 19-04 – MD Land LLC – Wet
4. Short Plat 19-10 - Leavall – Wet
5. Final Short Plat 19-09 – Anderson - Wet
6. Vouchers/Warrant Approval

**Accounts Payable:**

Numbers:

	79238	through	79241	\$	856.01
	79242	through	79293	\$	150,525.50
Bank Drafts	FSA			\$	1,717.75
Bank Drafts	General			\$	2,306.86
Bank Drafts	AP			\$	94,054.30
<b>Total Accounts Payable</b>				<b>\$</b>	<b>249,460.42</b>

**Payroll:**

Numbers:

	34152	through	34152	\$	291.84
Direct Deposit		8/5/2019		\$	129,796.83
<b>Total Payroll</b>				<b>\$</b>	<b>130,088.67</b>

**Total Disbursements** **\$ 379,549.09**

**Voided Checks:** None.

**PUBLIC COMMENTS:** None

**PRESENTATIONS:**

**Financial Statements - July 2019:** Mr. Drummond presented highlights of preliminary report pages including:

- Balance Sheet- As of July 31, 2019
- Balance Sheet-Comparative-As of July 31, 2019 and 2018
- Statement of Revenues & Expenditures-Budget to Actual, Summary-Year to Date
- Statement of Revenues & Expenditures-Actual, Comparative – 7 Months Ended
- Fund Balance Change, as of July 31, 2019
- Cash Investment Report, as of July 31, 2019

**Vice President Huffman moved to accept the July 2019 financial statements. Director McKenzie seconded the motion. All present voted in favor and the motion carried.**

**PUBLIC HEARING:** None

**BOARD REPORTS:** Vice President Huffman commended Mr. Defoe, Mr. McShane, and Ms. Voelker for representing the District well at the NWRA Western Water Seminar in Portland.

**ACTION ITEMS:**

**Tadlock/KID Irrigation System Construction Agreement Upsizing:** Mr. Freeman said the new owner of Lots 2 and 3 was working with KID staff on an irrigation system for the properties, pursuant to the Tadlock Agreement conditions, approved by the Board in 2012.

Mr. Freeman said staff proposed to upsize the pipe, to allow KID to decommission a nearby pump station and consolidate irrigation facilities in the area. He reported that the Engineer's Estimate was \$5,039.02 for the consolidation, compared to \$9,000 for materials to rebuild the inefficient pump station.

**Director Rathbun moved to approve the funding of upsizing pipe in the Tadlock/KID Irrigation System Construction Agreement project up to an amount not to exceed \$6,000.00 from the Capital Upgrade and Improvement Fund. Vice President Huffman seconded the motion. All present voted in favor and the motion carried.**

**Architectural & Engineering Services Contract AE2018-01, NEPA Compliance for Title Transfer, Amendment 1:** Mr. Defoe reported that a specialized map book was needed to satisfy a U.S. Bureau of Reclamation (USBR) request for information related to NEPA (National Environmental Policy Act), cultural resources, and HazMat requirements for Title Transfer.

To prevent delay while KID recruited a new GIS Analyst/Developer, Mr. Defoe recommended KID amend the existing RH2 architectural and engineering services contract to include creation of the map book for a fee of \$6,405.

**Vice President Huffman moved to approve Architectural & Engineering Services Contract AE2018-01, NEPA Compliance for Title Transfer, Amendment 1, for an additional fee not to exceed \$6,405. Director Rathbun seconded the motion. All present voted in favor and the motion carried.**

## RESOLUTIONS:

**Resolution 2019-27, Sole Source – Endothall Purchase from UPI:** Mr. McShane presented the request for sole source purchase of one treatment (approximately 500 gallons) of Endothall (Cascade), from the sole producer and distributor, United Phosphorus, Inc., for approximately \$38,000 plus taxes and shipping.

Results of the previous treatments, weather conditions, and product application were discussed.

**Director Rathbun moved to approve Resolution 2019-27, “Authorization to Waive Competitive Bidding and Award a Sole Source Contract to Purchase Endothall Aquatic Herbicide Formulation from United Phosphorus, Inc.; pursuant to RCW 87.03.535(3)(c)”, and authorize Charles Freeman, District Manager, to execute said contract. Director McKenzie seconded the motion. All present voted in favor and the motion carried.**

**Resolution 2019-28, Willowbrook 2 Phase 4b Voluntary Mitigation Agreement:** Consideration was held until after Staff Reports.

## STAFF REPORTS:

**Finance Manager:** Mr. Drummond reported regarding 2020 budgeting.

Mr. Freeman added that he planned to take the draft budget to Finance Committee in September, prior to review by the Board, and approval in November. He noted that there could be election costs increases in 2020.

**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, One-Month and Three-Month Outlook maps, and Final El Niño Advisory

Mr. Defoe reported briefly regarding GIS Analyst/Developer recruitment.

**Engineering/Operations Manager:** Mr. McShane reported regarding:

- Rubicon gate installation at White Bluffs
- Aquatic vegetation control
- Coanda screen installations
- Kennedy Road crossing patched
- Highland Gardens conversion project progress
- Maintenance activities

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

- Red Mountain chlorinator repair and system flushing, following vandalism.
- Potential alarms and surveillance
- Vocantas system texting ability and cost being researched
- Tour for Yakama Nation, USBR, and Department of Ecology representatives. Mr. Freeman noted that USBR Area Manager Dawn Wiedmeier left the tour early.
- Irrigation district elections workshop with Washington State Water Resources Association (WSWRA) - August 21
- Benton PUD Key Account meeting - August 21
- Scout Energy meeting - August 26

Mr. Freeman verified to Director McKenzie that automated alerts could be extended to other areas in the district, if they proved possible, effective, and not too costly at Red Mountain. Physical security, alarms, and surveillance technology were discussed.

**RESOLUTIONS, continued:**

**Resolution 2019-28, Willowbrook 2 Phase 4b Voluntary Mitigation Agreement:** Mr. McShane distributed a memo and presented a proposed voluntary mitigation agreement (VMA) which was needed as the developer installed irrigation water distribution system included some non-standard repairs to service connections. He reported that at least one of the services was installed in an incorrect location and required relocation, causing a coupling, not approved by KID standards, to be used. He said that the exact number of such connections was not known.

Mr. McShane said staff would inspect and determine the number of such installations. He said the proposed VMA would obligate the developer to pay a total of \$2,320.46 for each service coupling found installed under paving.

A correction was noted, changing "COK" to "COR" in the last paragraph of page 1 and the second paragraph of page 2 of the Voluntary Mitigation Agreement.

Discussion ensued regarding the number of installations to pot hole and inspect.

**Vice President Huffman moved to approve Resolution #2019-28, Approving Willowbrook 2 Phase 4B Voluntary Mitigation Agreement. Director Rathbun seconded the motion. All present voted in favor and the motion carried.**

**WORKSHOP:** None

**Executive Session:** At 10:05 a.m., on behalf of the presiding officer, Mr. Freeman announced that the Board would go into executive session, to discuss with legal counsel representing the agency potential litigation, in the form of litigation or legal risks of a proposed action or current practice, pursuant to RCW 42.30.110(1)(i)(iii), for approximately 30 minutes, starting at 10:15 a.m., following a ten-minute break.

At 10:45 a.m., executive session was extended for 15 minutes.

**OPEN SESSION:** At 11:00 a.m., the meeting returned to open session.

Mr. McShane offered a suggested motion to amend the agenda.

**Director Rathbun moved to amend the agenda to include an action item to consider a Reciprocal Non-Disclosure and Confidentiality Agreement with SePRO Corporation. Director McKenzie seconded the motion. All present voted in favor and the motion carried.**

**Reciprocal Non-Disclosure and Confidentiality Agreement:** Mr. McShane presented the proposed agreement. He noted that there were limits to non-disclosure due to the Public Records Act.

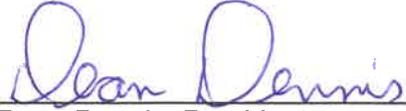
**Director Rathbun moved to approve the Reciprocal Non-Disclosure and Confidentiality Agreement between SePRO Corp. and KID as presented today. Director McKenzie seconded the motion. All present voted in favor and the motion carried.**

There being no further business, President Dennis called for a motion to adjourn.

**Vice President Huffman moved to adjourn. Director Rathbun seconded the motion. All present voted in favor and the motion carried.**

Attest:

Witness:



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Dean Dennis, President  
Minutes Approved September 3, 2019



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Charles Freeman, Board Secretary

Prepared by Doris Rakowski