



Board of Directors Meeting
 Tuesday, August 18, 2020, 9:00 a.m.
 Meeting conducted via the Zoom platform

Minutes

President Rathbun called the meeting to order at 9:00 a.m. and Mr. Freeman called roll. Due to the COVID-19 office closure, all participants were present remotely via the Zoom platform.

Directors:

Kirk Rathbun, President
 David McKenzie, Vice President
 Gene Huffman
 Raman Venkata
 Arland Ward

Staff Present:

Charles Freeman, District Manager
 Kipp Drummond, Comptroller/Treasurer
 Jason McShane, Engineering/Operations Manager
 Lynda Rosenbaum, Real Property Manager
 Seth Defoe, Land and Water Resources Manager
 Melissa Olheiser, Accounting Supervisor
 Matt Berglund, Public Relations Coordinator
 Lori Gibson, Executive Assistant to Engineering
 Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty, Western Legal

Members of the Public: Gail

Director Huffman moved to excuse Director Ward's absence. Vice President McKenzie seconded the motion. All present voted in favor and the motion carried.

[Preparer's note: Director Ward joined the meeting at 9:07 a.m.]

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

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

Items on the consent agenda were:

1. Minutes, KID Board Meeting, August 4, 2020
2. Short Plat 20-09 – 2121 W 19th Ave
3. Final Plat 2020-03 – Sagewood Estates – Wet
4. Chandler Electrification MOU R18MU13726 Extension
5. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

	81092	through	81092	\$	8,693.48
	81093	through	81093	\$	142.50
	81094	through	81163	\$	166,594.50
Bank Drafts	FSA			\$	584.53
Bank Drafts	General			\$	4,286.89
Bank Drafts	AP			\$	128,719.84
Total Accounts Payable				\$	309,021.74

Payroll:

Numbers:

	-	through	-	\$	-
Direct Deposit		8/5/2020		\$	139,570.67
Total Payroll					<u>\$ 139,570.67</u>
Total Disbursements					<u>\$ 448,592.41</u>

Voided Checks: None.

PRESENTATIONS:

Financial Reports, July 2020: Mr. Drummond presented highlights of report pages including:

- Balance Sheet, as of July 31, 2020
- Balance Sheet – Comparative, as of July 31, 2020 and 2019
- Statement of Revenues & Expenditures - Budget to Actual, Period ending July 31, 2020
- Fund Balance, as of July 31, 2020
- Cash Investment Report, as of July 31, 2020

USBR (U. S. Bureau of Reclamation) billing for shared maintenance was discussed.

Director Huffman moved to approve the July 2020 Financial Reports. Director Ward seconded the motion. All present voted in favor and the motion carried.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Final Plat Symphony Ridge Upsizing: Mr. McShane presented the pipeline upsizing needed to accomplish goals of the KID Southridge Irrigation Master Plan. He requested \$52,723.89 including tax from the Capital Upgrade and Improvement Fund for this purpose.

In response to a question from President Rathbun, Mr. McShane spoke about the Southridge system design and said this upsizing would complete connectivity for the area, though a few more upsizings were planned. The area's master plan was discussed.

Vice President McKenzie moved to approve \$52,723.89 including tax to be used for upsizing pipe in the Symphony Ridge Subdivision from the Capital Upgrade and Improvement Fund. Director Huffman seconded the motion. All present voted in favor and the motion carried.

RESOLUTIONS

Resolution 2020-25, City of Richland Brookstone Park Allocation Adjustment: Mr. McShane presented recommended corrections to the water allocations on the two Brookstone Park parcels. Changes were based on recalibration adjustments and would reflect actual current conditions.

Director Huffman moved to approve Resolution 2020-25 Adjust Allocation Acreage for Brookstone Park. Vice President McKenzie seconded the motion. All present voted in favor and the motion carried.

Mr. McShane confirmed to Director Venkata that staff had considered flow changes in the Symphony Ridge system due to the pipeline sizing changes. He spoke about the design change.

Resolution 2020-26, Sole Source – Endothall: Mr. Freeman reported that he purchased one treatment of Endothall last week. The purchase could not wait due to the heat wave. Because the product was sold directly to consumers by the manufacturer, UPL NA Inc., sole source authorization was necessary. He asked the Board for approval of his action.

The sole source purchase justification process was discussed. Mr. Drummond noted that all sole source purchases were inspected by the State Auditors.

Mr. McShane said no further application of Endothall was expected this irrigation season. Efficacy of the treatments and canal lining for vegetation management was discussed. Mr. McShane also spoke about changes to treatment formulation and effluent level requirements.

Director Huffman moved to approve Resolution 2020-26, Authorization to Waive Competitive Bidding Award a Sole Source Contract to Purchase Endothall Aquatic Herbicide Formulation from UPL NA Inc.; pursuant to RCW 87.03.535(3)(c), and authorize Charles Freeman, District Manager, to execute said contract. Director Venkata seconded the motion. All present voted in favor and the motion carried.

Resolution 2020-27, Declaring Real Property Surplus and Authorize Marketing for Lease: Ms. Rosenbaum asked to surplus and market for lease the property which KID purchased from Czebotar and Peterson for a future irrigation reservoir. KID assumed an existing agricultural (ag) lease which would expire in November 2020. She said a surplus declaration and marketing for lease was needed to continue to lease the property until it was used for its intended purpose.

If needed for an ag lease, the Czebotars' irrigation pivots and above ground equipment could be rented for \$20,000, as a cost to the future lessee. Wording of the resolution was discussed.

Ms. Rosenbaum said that if an interested party or parties inquired, a lease price would be negotiated and brought to the Board for approval.

Ms. Rosenbaum spoke about advertisement placement and timing.

Director Huffman moved to approve Resolution 2020-27 to surplus and market for lease the 108 acres of KID Ag land along Badger Road. Vice President McKenzie seconded the motion. All present voted in favor and the motion carried.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding audit preparations and customer service.

Engineering/Operations Manager: Mr. McShane reported regarding:

- Construction of the new system at KID's Finley Property
- Red Mountain system functioning and usage patterns
- Vegetation management
- Progress on system master plans
- Integrated Plan activities, storage modeling, and KID participation
- Lower River meeting – August 18
- O&E Committee meeting – August 25 at 9:00 a.m.

Vice President McKenzie commended the KID crew at the Finley property for an excellent job of coordination and dust control under the conditions.

Land & Water Resources Manager: Mr. Defoe reported about the full water supply, despite hot and dry conditions:

- Reservoir storage at about 103% (as reported by usbr.gov Yakima River Five Reservoir Diagram, and Water Year Graph)
- La Niña Watch (as reported by noaa.gov ENSO Diagnostic Discussion)
- Temperature and precipitation (as reported by noaa.gov One-Month and Three-Month Outlook maps)

Mr. Defoe also reported regarding:

- Staff was requested to report phishing emails to IT
- Title Transfer progress

District Manager: Mr. Freeman reported that the next WSWRA meeting had been postponed for at least one week.

WORKSHOP: None

EXECUTIVE SESSION: At 10:05 a.m., President Rathbun announced that the board would go into executive session, to discuss with legal counsel 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 15 minutes beginning at 10:10 a.m.

OPEN SESSION: At 10:25 a.m., the meeting resumed in open session.

Director Huffman moved to adjourn at 10:26 a.m. Vice President McKenzie seconded the motion. All present voted in favor and the motion carried.

Attest:

Witness:


Kirk Rathbun, President
Minutes approved September 1, 2020


Charles Freeman, Board Secretary

Prepared by Doris Rakowski