



**Minutes**

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

**Directors:**

Gene Huffman, President  
David McKenzie, Vice President  
Kirk Rathbun  
Arland Ward  
Griffin Hanberg

**Staff Present:**

Charles Freeman, District Manager  
Jason McShane, Assistant District Manager  
Stuart Dezember, Comptroller/District Treasurer  
Seth Defoe, Land and Water Resources Manager  
Ben Woodard, Engineering and Operations Manager  
Lori Gibson, Executive Assistant

**Other Persons Present:**

John Crotty, Western Legal

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

**CONSENT AGENDA: Vice President McKenzie moved to approve the consent agenda. Director Ward seconded. The motion carried.**

Items on the consent agenda were:

1. SP-2023-0006 – 3921 W 10<sup>th</sup> Ave – Ruben Padilla
2. Travel Authorization – TruePoint Conference
3. Vouchers/Warrant Approval

**Accounts Payable:**

Numbers:

Bank Drafts	FSA	\$	991.01
Bank Drafts	General	\$	6,780.84
Bank Drafts	AP	\$	<u>131,769.87</u>
<b>Total Accounts Payable</b>		\$	<b><u>139,541.72</u></b>

**Payroll:**

Numbers:

	through	\$	-
Direct Deposit	7/5/2023	\$	<u>147,210.03</u>
<b>Total Payroll</b>		\$	<b>147,210.03</b>

**Voided Checks:**

	\$	<u>-</u>
<b>Total Disbursements</b>	\$	<b><u>286,751.75</u></b>

**PUBLIC COMMENTS:** None

**PRESENTATIONS:** None

**PUBLIC HEARING:** None

**BOARD REPORTS:** None

**ACTION ITEMS:** None

**RESOLUTIONS:**

**Resolution 2023-29 Declaring Surplus Realty and Authorizing the Marking for Sale of Real Property (Lowlift Canal Right-of-Way north and abutting 7<sup>th</sup> Ave):** Mr. Freeman presented the Resolution. He explained that the subject property was part of property deeded to KID in 1932. The Board authorized that this property be disposed of many years ago and the process was not completed. The property is not needed for KID operations. We will follow the surplus procedures to dispose of the property.

**Director Ward moved to approve Resolution 2023-29 Declaring Surplus Realty and Authorizing the Marking for Sale of Real Property (Lowlift Canal Right-of-Way north and abutting 7<sup>th</sup> Ave). Director Rathbun seconded. The motion carried.**

**Resolution 2023-30 2023 Budget Amendment, Revision 1:** Mr. Dezember presented the Resolution. He explained that it is best practice to amend the 2023 budget to reflect the financial changes that have occurred since the original 2023 budget was adopted in December. He reviewed the Draft Ending Fund Balances on December 31, 2023, and the Detailed changes for income and expenditures, and explained the changes that have occurred and the anticipated effects of those changes on the budget.

**Director Hanberg moved to approve Resolution 2023-30 2023 Budget Amendment, Revision 1. Director Rathbun seconded. The motion carried.**

**STAFF REPORTS:**

**Finance Manager:** Mr. Dezember stated that he had nothing substantial to report.

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

- O&E Committee Meeting on 7/25/23
- Endothall treatment
- Southridge North Booster Pump Station is operational
- Open Vegetation Control Specialist position has been filled
- Operations maintenance update
- Capital crew is working on interties and finishing up installation of services

Vice President McKenzie commented that the endothall appeared to be effective, as the residues in the canal have been very high.

**Land & Water Resources Manager:** Mr. Defoe displayed and discussed webpages including:

- [usbr.gov](http://usbr.gov) - Hydromet - Major Storage Reservoirs in the Yakima River Basin ("Teacup") diagram and Water Year Graph
- [cpc.ncep.noaa.gov](http://cpc.ncep.noaa.gov) - Monthly and Seasonal Temperature and Precipitation Outlook
- El Niño/Southern Oscillation (ENSO) Diagnostic Discussion (currently El Nino Advisory)
- TWSA Estimate – Proration is currently 72%

Mr. Defoe also reported:

- The Department of Ecology accepted our application for the water rights from SMID.
- SOAC meeting tomorrow

**Assistant District Manager:** Mr. McShane reported regarding:

- Maintenance IV program reaching completion
- IP meeting updates

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

- Food Security Taskforce update
- PTO program in process
- Ziplly has responded to our demand
- Special Board meeting on 9/12/23 for District Manager interviews
- WSWRA meeting hosted at KID tomorrow
- Possible Phase II Title Transfer for the siphon under the Yakima River
- Need a long-term solution for getting water down the Highlift

**WORKSHOP:** None

**Executive Session:** At 9:50 a.m., Mr. Freeman announced on behalf of the presiding officer that the Board would go into executive session at 9:55 a.m. 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 35 minutes unless extended. Action is possible after the meeting.

There were no members of the public on Zoom to move to the waiting room.

**Open Session:** At 10:45 a.m., the meeting resumed in open session.

**Director Rathbun moved to amend the agenda to add review of KID Policy and Procedure 3.4-1 PTO Program for KID Employees. Director Hanberg seconded the motion. The motion carried.**

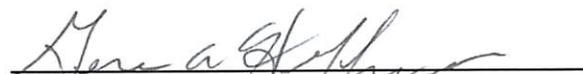
Mr. Freeman explained the PTO Program, including the effect on the employees and the District.

**Director Rathbun moved to authorize the District Manager to present draft KID Policy and Procedure 3.4-1 PTO Program for KID Employees to the KID employees and unions to facilitate changes to KID's agreement with the unions. Director Ward seconded. The motion carried.**

President Huffman called for a motion to adjourn.

**Director Rathbun moved to adjourn at 10:51 a.m. Director Hanberg seconded. The motion carried.**

Attest:



Gene Huffman, Board President  
Minutes Approved September 19, 2023

Witness:



Charles Freeman, Board Secretary

Prepared by Lori Gibson