



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
Stuart Dezember, Comptroller/Treasurer
Seth Defoe, Land and Water Resources Manager
Ben Woodard, Engineering and Operations Manager
Lori Gibson, Executive Assistant
Matthew Berglund, Public Relations Coordinator

Other Persons Present:

John Crotty, Western Legal

APPROVAL OF AGENDA: Vice President McKenzie moved to approve the agenda. Director Ward seconded. The motion carried.

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

Items on the consent agenda were:

1. SP-2023-0008 – 4311 W Hood Ave
2. SHP 2023-010 – N Demoss Road (Rogers)
3. SUB-2023-0005 – Final Plat for Apple Valley Phase 6B
4. Irrigation Facilities Easement Agreement – Badger Mt Elementary
5. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

85957	through	85958	\$	1,588.02
85959	through	86034	\$	432,798.68
86035	through	86035	\$	95,000.00
86036	through	86036	\$	8,326.25
86037	through	86098	\$	132,720.56
86099	through	86103	\$	100,165.46
86104	through	86105	\$	330.98
Bank Drafts	FSA		\$	1,720.07
Bank Drafts	General		\$	2,523.22
Bank Drafts	AP		\$	136,816.98
Total Accounts Payable				\$ 911,990.22

Payroll:

Check Numbers:	-	through	-	\$	-
Direct Deposit		8/21/2023		\$	155,784.79
Total Payroll				\$	155,784.79

Voided Checks:

Check Number:	85666	VOID and Relssue	\$	(509.51)
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Total Disbursements **\$ 1,067,265.50**

PUBLIC COMMENTS:

Luis Miramontes of 1620 W 21st Place addressed the Board. He explained that he is in the process of short platting his parcels. He requests that the surcharge for connecting to KID services be waived.

PRESENTATIONS:

Financial Statements, July 2023:

Mr. Dezember presented regarding the following:

- Balance Sheet – Comparative – As of July 31, 2023 and 2022
- Revenues & Expenditures – Budget to Actual – For the period ending July 31, 2023
- Revenues & Expenditures – Comparative – Period Ending July 31, 2023 and 2022
- Statement of Grant Revenues for Current Awards – Period Ending July 31, 2023
- Fund Balance Change – As of July 31, 2023
- Loans Payable – As of July 31, 2023

Director Ward moved to accept the Financial Statements for July, 2023. Director Hanberg seconded. The motion carried.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Confirm Treasurer Declaration of Account Delinquencies 2020 and Prior:

Mr. Dezember presented the item. He explained that KID staff has made efforts to obtain payment from customers that have delinquent accounts. There are currently 38 properties that will be included in the review process to determine whether or not it is in the best interests of the District to foreclose on these properties. The foreclosure costs will be added to the property accounts.

Director Ward moved to authorize the Treasurer to prepare the Certificates of Delinquency for 38 parcels. Vice President McKenzie seconded. The motion carried.

RESOLUTIONS:

Resolution 2023-35 Sole Source Purchase of Two (2) Bearings and Seal Kits for Hydroseeder:

Mr. Woodard presented this resolution. KID purchased a hydroseeder to support our capital projects. Authorization was obtained through the District Manager to purchase these parts. He recommended that the Board approve this purchase.

Director Ward moved to approve Resolution 2023-35 Authorization to Waive Competitive Bidding and Award a Contract to Purchase Two (2) Bearings and Seal Kits from Thomas Equipment Company; Pursuant to RCW 87.03.435(3)(c), and affirm execution of the purchase contract by Charles Freeman, District Manager, with funding for the purchase to come from the Capital Upgrade and Improvement Fund. Vice President McKenzie seconded. The motion carried.

Resolution 2023-36 Sole Source Purchase of Rubicon Parts:

Mr. Woodard presented this resolution. He explained that KID owns nearly 30 Rubicon gates, which enhance control and automation of the canal system, and allow staff to better manage our water resource. Over time, components of the gates need to be replaced. He stated that three control boards, along with appurtenant parts, were purchased with approval from the District

Manager, due to the urgent need for these parts. He recommended that Board approve this purchase.

Director Ward moved to approve Resolution 2023-36 Authorization to Waive Competitive Bidding and Award a Contract to Purchase Rubicon ACE 1000's and Parts; Pursuant to RCW 87.03.435(3)(c), and affirm execution of the purchase contract by Charles Freeman, District Manager, with funding for the purchase to come from the General Operating Fund. Director Hanberg seconded. The motion carried.

Resolution 2023-37 Sole Source Purchase of SePRO Integrated Aquatic Weed Control:

Mr. Woodard presented this resolution, explaining that KID has used this program to support our aquatic vegetation control program for several years and it has been very effective. He stated that the purchase before the Board is the contract for the 2024 irrigation season. He also explained that the cost has decreased due to the lining of the canals, which leads to a need for less chemicals. He added that SePRO, as part of the contract, will provide training through their "Water Master Academy" for five of our staff members. Mr. Woodard recommended that the Board approve this purchase.

Director Ward moved to approve Resolution 2023-37 Authorization to Waive Competitive Bidding and Award a Contract to Purchase SePRO Aquatic Weed Control Program; Pursuant to RCW 87.03.435(3)(c), and authorize Charles Freeman, District Manager, with funding for the purchase to come from the General Operating Fund. Director Hanberg seconded. The motion carried.

Resolution 2023-38 Sole Source Purchase of Norstar Agitation Assembly and Parts:

Mr. Woodard presented this resolution. He explained that as part of the aquatic program, KID's spray trucks are fitted with spray tanks, and a shaft is in need of replacement on the mixer on one of the trucks. This part was purchased with approval of the District Manager, and Mr. Woodard recommended that the Board approve the purchase.

Director Ward moved to approve Resolution 2023-38 Authorization to Waive Competitive Bidding and Award a Contract to Purchase a Norstar Agitation Assembly and Parts; Pursuant to RCW 87.03.435(3)(c), and affirm execution of the purchase contract by Charles Freeman, District Manager, with funding for the purchase to come from the General Operating Fund. Director Hanberg seconded. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Dezember reported regarding:

- 2024 Budget preparation

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Water levels in the main canal are down, alleviating the need for more Endothall
- Hiring for temporary workers for the off season is proceeding
- Interviews are taking place for Maintenance III and Temporary Welder/Fabricator
- Hills West Phase 2 is proceeding as expected
- Department of Ecology has issued a new NDPES Permit
- KID submitted comments on COR's revised Municipal Code regarding development
- USBR requested input from KID on drought project funding, which we provided

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

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

Mr. Defoe also spoke about:

- The feasibility period for the Crawford Lease in City View will run on September 22
- The land lease in Badger Canyon has been drafted to help the farmer continue to farm the land while assisting KID with instantaneous demand next year
- River Operations meeting is September 7

District Manager: Mr. Freeman reported regarding:

- Chris Duke was very complimentary of KID during his tour of the District
- Drought preparation is proceeding, including agreements with CID and Badger Mountain Irrigation
- New “No Trespassing” signs are now on our Right-of-Ways
- Stuart and Chuck will be attending the Yakima Field Office budget year-end review
- KID is currently in the process of purchasing a 12-passenger van

WORKSHOP: None

Executive Session: At 9:52 a.m., Mr. Freeman announced on behalf of the presiding officer that the Board would go into executive session at 10:00 a.m. to evaluate the qualifications of an applicant for public employment, pursuant to RCW 42.30.110(1)(g), for approximately 45 minutes unless extended.

At 10:45 a.m., executive session was extended until 11:15 a.m.

Open Session: At 11:15 a.m., the meeting resumed in open session and members of the public were readmitted on Zoom.

Vice President McKenzie suggested we share as much as we can with the public to prepare them for a possible drought next year, especially as this can help farmers mitigate the effects of any drought. Mr. Freeman responded that staff will discuss options to fulfill this need.

President Huffman called for a motion to adjourn.

Director Ward moved to adjourn at 11:15 a.m. Director Hanberg seconded. The motion carried.

Attest:

Witness:

Gene Huffman, Board President
Minutes Approved October 3, 2023



Charles Freeman, Board Secretary

Prepared by Lori Gibson