



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

Motion to Excuse Director Hanberg: Dave/Kirk

Staff Present:

Charles Freeman, District Manager
Jason McShane, Assistant District Manager
Stuart Dezember, Comptroller/Treasurer
Seth Defoe, Land and Water Resources Manager
Ben Woodard, Engineering and Operations Manager
Lori Gibson, Executive Assistant
Melissa Olheiser, Accounting Supervisor
Matt Berglund, Public Relations Coordinator
Zachary Petsch, GIS Analyst/Developer

Other Persons Present:

John Crotty, Western Legal

Vice President McKenzie moved to excuse Director Hanberg for his absence from the meeting. Director Rathbun seconded. The motion carried.

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

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

The consent agenda items were:

1. Travel Authorization – WSWRA Annual Conference
2. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

	86210	through	86251	\$	179,195.69
	86252	through	86253	\$	7,744.97
Bank Drafts	FSA			\$	1,978.51
Bank Drafts	General			\$	2,704.41
Bank Drafts	AP			\$	112,857.12
Total Accounts Payable				\$	304,480.70

Payroll:

Check Numbers:	-	through	-	\$	-
Direct Deposit		10/5/2023		\$	147,282.68
Total Payroll				\$	147,282.68

Voided Checks:

Check Number: None

Total Disbursements **\$ 451,763.38**

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS:

Director Huffman expressed appreciation for Mr. Berglund and staff for participation in RiverFest.

ACTION ITEMS:

Southridge Estates Special Use and Consent Agreement: Mr. Woodard presented this item. He explained that KID would allow the developer to install shallow rooted plants and grass with a private irrigation pipeline and sprinkler system for the landscaping within the Amon Pump Lateral Right-of-Way which is located within the plat boundaries. He further spoke about the anticipated use of the property for recreational purposes, and that the Agreement includes 25 years of maintenance to be performed by the developer.

Director Rathbun moved to approve Charles Freeman to execute the Special Use and Consent Agreement with the Southridge Homeowners Association of Kennewick. Vice President McKenzie seconded. The motion carried.

KIDEA Contract for Services: Mr. Petsch presented the annual report of activities for the employee organization, which included such activities as a Toys for Tots drive, two Red Cross blood drives, trash cleanup on Ely Street, as well as other employee activities. The organization formerly named the K-Club is now formally organized as KIDEA (Kennewick Irrigation District Employee Association), which is recognized as a non-profit organization through the State and the IRS.

Director Rathbun moved to approve the Contract for Services between KID and KIDEA and authorize Charges Freeman to execute the contract. Vice President McKenzie seconded. The motion carried.

RESOLUTIONS:

Resolution 2023-41 2023 Water Allotment Recalibration:

Mr. Woodard presented this resolution, explaining that it is in the best interests of KID to recalibrate the parcels identified in the Resolution, which currently do not receive water. He further explained that KID has no future planned improvements in our draft masterplans to provide service to these areas.

Vice President McKenzie moved to approve Resolution 2023-41 2023 Water Allotment Recalibration. Director Rathbun seconded. The motion carried.

Resolution 2023-44 Approving Voluntary Mitigation Development Agreement for Symphony Ridge:

Mr. Woodard presented this resolution. He spoke about the Symphony Ridge development, and briefly reviewed the conditions of approval, which have all been substantially completed. He explained that the developer would make mutually agreed upon improvements to the canal right-of-way, including a pressurized pipeline, that will eliminate KID's need for the open canal.

Director Rathbun moved to approve Resolution 2023-44 Approving Voluntary Mitigation Development Agreement for Symphony Ridge and the Final Plat – SUB-2023-0007 – Symphony Ridge contingent upon the developer's compliance with KID's conditions of approval. Vice President McKenzie seconded. The motion carried.

Resolution 2023-45 Approving Irrigation Facility Decommissioning Agreement Replacing Irrigation Facility Decommissioning Agreement Signed by KID March 15, 2022:

Mr. Woodard presented this resolution, explaining that the Agreement signed in 2022 needed to be updated to allow for an extension of time to complete the decommissioning, which was requested by the new property owners. This new Agreement mitigates for the decommissioning that was not completed and the fees that were not yet paid.

Vice President McKenzie moved to approve Resolution 2023-45 Approving Irrigation Facility Decommissioning Agreement Replacing Irrigation Facility Decommissioning Agreement Signed by KID March 15, 2022. Director Rathbun seconded. The motion carried.

Resolution 2023-46 2023 Authorized Positions and Salary Ranges, Revision 6:

Mr. Dezember presented this resolution, explaining that the operations department seasonal employee salary amount has presented a challenge in staffing these positions. Staff is now requesting an increase in this amount from \$17.42 to \$20.00 per hour. Staff also recommends an increase in the salary range for the janitorial position, which has been slightly below the industry standard for this type of work. Decreasing the authorized Water Off Seasonal positions by 10 will offset the increased salary for this position.

President Huffman inquired if our new signage is working. Mr. Woodard responded that it has helped draw in good candidates.

Director Rathbun inquired about what information is gained by a salary survey. Mr. Freeman explained that it will tell us more about where we are having attrition. There was a brief discussion about the janitorial position versus hiring an outside janitorial service.

Director Rathbun moved to approve Resolution 2023-46 2023 Authorized Positions and Salary Ranges, Revision 6. Vice President McKenzie seconded. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Dezember reported regarding:

- Foreclosures – currently 29
- State Audit
- Rate increases are anticipated based on tier

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Baseline testing and time trials
- System draining
- Filling open positions
- Final prorated number was 73% end of September then 54% for October
- Completing SEGs for assessment roll for next board meeting on November 7
- Off season construction plans, specifically drought projects

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
- Hydrologic Summary from River Operations meeting, including final prorated numbers from end of September (73%) and end of October (54%); next River Operations meeting in November
- cpc.ncep.noaa.gov - Monthly and Seasonal Temperature and Precipitation Outlook
- El Niño/Southern Oscillation (ENSO) Diagnostic Discussion (currently El Nino Advisory)

Mr. Defoe also reported regarding:

- Updated SEPA procedures
- Meeting with Ecology at Red Mt for SMID water use

Assistant District Manager: Mr. McShane displayed and discussed graphs from the Integrated Plan including:

- Fish Passage Facilities Overview Schedule
- Water Supply Facilities Overview Schedule

Mr. McShane also reported regarding:

- NOAA Fish Passage Grant
- Yakima County is considering marketing water rights outside Columbia Basin

District Manager: Mr. Freeman reported regarding:

- WSWRA on October 18
- NWRA Conference upcoming
- All Staff meeting on October 31
- City of Prosser encroachment on our property

WORKSHOP: None

Executive Session: At 10:18 a.m., Mr. Freeman announced on behalf of the presiding officer that the Board would go into executive session at 10:23 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 30 minutes unless extended.

All members of the public on Zoom were placed in the waiting room.

At 10:47 a.m., executive session was extended until 11:00 a.m. At 11:00 a.m., executive session was extended until 11:10 a.m.

Open Session: At 11:10 a.m., the meeting resumed in open session and members of the public were readmitted on Zoom.

President Huffman called for a motion to adjourn.

Director Rathbun moved to adjourn at 11:10 a.m. Vice President McKenzie seconded. The motion carried.

Attest:



Gene Huffman, Board President
Minutes Approved November 7, 2023

Witness:



Charles Freeman, Board Secretary

Prepared by Lori Gibson