



**Minutes**

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

**Directors:**

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

**Staff Present:**

Shane Leonard, District Manager  
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  
Dana Hernandez, Customer Accounts Supervisor  
Melissa Olheiser, Accounting Supervisor  
Matthew Berglund, Public Relations Coordinator

**Other Persons Present:**

John Crotty, Western Legal

**Vice President Rathbun moved to amend the agenda to add to the first executive session to consider the minimum price at which real estate will be offered for sale or lease, pursuant to RCW 42.30.110(1)(c). Director Ward seconded. The motion carried.**

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

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

The consent agenda items were:

1. SPV 2023-004 – Olsen – 903 PR SE
2. SP-2024-0001 Muzzy Construction
3. SHP 2023-016 Shelestovskiy
4. Travel Authorization – Irrigation Policy Meetings
5. Travel Authorization – WSWRA 2024 Policy Conference
6. Minutes, KID Board Meeting, December 18, 2023
7. Minutes, KID Board Meeting, January 2, 2024
8. Minutes, KID Board Meeting, January 16, 2024
9. Affirm Job Description for Electrical Technician
10. Vouchers/Warrant Approval

**Accounts Payable:**

Check Numbers:

	86828	through	86885	\$	155,251.84
Bank Drafts	FSA			\$	5,269.03
Bank Drafts	General			\$	48,796.25
Bank Drafts	AP			\$	121,237.08
<b>Total Accounts Payable</b>				<b>\$</b>	<b>330,554.20</b>

**Payroll:**

Check Numbers:		\$	-	
Direct Deposit	2/5/2024	\$	201,255.12	
<b>Total Payroll</b>		<b>\$</b>	<b>201,255.12</b>	

**Voided Checks:**

Check Numbers:

86545	Void and Reissue	\$ (42.50)	
			\$ (42.50)

**Total Disbursements**

**\$ 531,766.82**

**Prior Period Checks Voided:**

None \$ -

**PUBLIC COMMENTS:** None

**PRESENTATIONS:**

**Chad Stuart, USBR Yakima Field Office Manager**

Mr. Stuart presented regarding the following items:

- Water supply historical information and 2024 forecast
- Field office staffing
- Chandler Pumping Plant updates
- Siphon inspection
- Yakima river flows – discussion followed

**Glenn Grette, Grette and Associates (Farallon)**

Mr. Grette presented regarding:

- Introduction and current projects
- Chandler Pumping Plant

**BOARD REPORTS:** None

**ACTION ITEMS:** None

**RESOLUTIONS:**

**Resolution 2024-05 Approval of Water Allotment Transfer for Sherman Heights Phase 2:**

Mr. Woodard presented this item. He explained that a water allotment for this property was part of the reserved water from 2014. He said that the property is in the Southridge Master Plan area and will be charged the fee for this area, as well as the normal assessments.

**Vice President Rathbun moved to approve Resolution 2024-05 Approval of Water Allotment Transfer for Sherman Heights Phase 2. Director Hanberg seconded the motion. The motion carried.**

**STAFF REPORTS:**

**Finance Manager:** Mr. Dezimmer reported regarding:

- Assessments
- Department staffing

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

- Operational testing
- Canal lining
- Seasonal staffing
- Maintenance activities

**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
- [nracs.usda.gov](http://nracs.usda.gov) - Washington SNOTEL Current Snow Water Equivalent % of Normal map
- [cpc.ncep.noaa.gov](http://cpc.ncep.noaa.gov) - Monthly and Seasonal Temperature and Precipitation Outlook maps, and El Niño/Southern Oscillation Diagnostic Discussion (ENSO) (currently El Nino Advisory/La Nina Watch)
- [weather.gov/pdt/CliPlot](http://weather.gov/pdt/CliPlot) (Climate Plot) (October 2023 Through Sep 2024) (“Water Year Chart”)

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

- Bateman Island

**District Managers:**

Mr. Leonard reported regarding:

- Family Farm Alliance conference
- Travel status

**EXECUTIVE SESSION:** At 10:32 a.m., Mr. Leonard announced on behalf of the presiding officer 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), and to consider the minimum price at which real estate will be offered for sale or lease, pursuant to RCW 42.30.110(1)(c), for approximately 35 minutes, beginning at 10:35 a.m. unless extended.

Members of the public on Zoom were placed in the waiting room.

At 11:10 a.m., executive session was extended for 15 minutes.

At 11:25 a.m., executive session was extended for 5 minutes.

**OPEN SESSION:** Open session resumed at 11:30 a.m.

**WORKSHOP:**

**Board Retreat**

Mr. Dezember presented:

- Budget 101

Ms. Hernandez presented:

- Where our funds go, including the top five cost drivers and the top five service areas

Mr. Woodard presented:

- Equipment Replacement Reserve Fund

**EXECUTIVE SESSION:** At 1:42 p.m., Mr. Leonard announced on behalf of the presiding officer 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 50 minutes, beginning at 1:55 p.m. unless extended.

Members of the public on Zoom were placed in the waiting room.

At 2:45 p.m., executive session was extended for 30 minutes.

At 3:15 p.m., executive session was extended for 10 minutes.

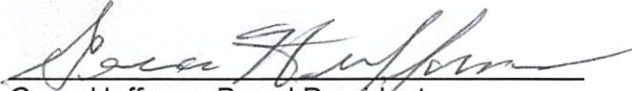
**OPEN SESSION:** Open session resumed at 3:25 p.m.

President Huffman called for a motion to adjourn.

**Director Ward moved to adjourn at 3:25 p.m. Director McKenzie seconded. The motion carried.**

Attest:

Witness:

  
Gene Huffman, Board President  
Minutes Approved March 19, 2024

  
Shane Leonard, Board Secretary

Prepared by Lori Gibson