



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
Melissa Olheiser, Accounting Supervisor
Matthew Berglund, Public Relations Coordinator
Blaine Broberg, Staff Engineer

Other Persons Present:

John Crotty, Western Legal

APPROVAL OF AGENDA: Director 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.

The consent agenda items were:

1. S Washington St Subdivision Preliminary Plat
2. Preliminary Plat of Maple Meadows
3. SP-2024-0003 – Rebolledo – 1511 W 2nd
4. Approval of Access Easement Agreement, Gen 2 & 3 LLC
5. Approval of Access Maintenance Agreement with Lien Provisions, Gen 2 & 3 LLC
6. Minutes, KID Board meeting, February 6, 2024
7. Minutes, KID Special Board meeting, February 13, 2024
8. Minutes, KID Board meeting, February 20, 2024
9. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

	86984	through	87039	\$	186,711.78
Bank Drafts	FSA			\$	875.08
Bank Drafts	General			\$	745.96
Bank Drafts	AP			\$	114,263.58
Total Accounts Payable				\$	302,596.40

Payroll:

Check Numbers:		\$	-
Direct Deposit	3/5/2024	\$	181,525.73
Total Payroll		\$	181,525.73

Voided Checks:

Check Numbers:

None	\$	-	\$	-
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Total Disbursements

\$ 484,122.13

Prior Period Checks Voided:

None	\$	-
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PUBLIC COMMENTS: None

PRESENTATIONS:

Financial Statements, January 2024: Mr. Dezember presented the financial statements for January 2024, and reviewed the following pages:

- Balance Sheet – As of January 31, 2024
- Balance Sheet – Comparative – As of January 31, 2024 and 2023
- Revenues & Expenditures – Budget to Actual – Period ending January 31, 2024
- Revenues & Expenditures – Comparative – Period Ending January 31, 2024 and 2023
- Statement of Grant Revenues for Current Awards – Period Ending January 31, 2024
- Fund Balance Change – As of January 31, 2024
- Cash Investment Report – As of January 31, 2024
- Loans Payable – As of January 31, 2024

Director Ward moved to accept the Financial Statements for the period ending January 31, 2024. Director Hanberg seconded. The motion carried.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Policy 2.6 Shared Leave, Rev 4: Mr. Dezember presented this item. He explained that revisions were approved in the Paid Time Off (PTO) Policy and PTO Cash Out Policy, and that these revisions necessitated an update to the Shared Leave Policy. He reviewed the changes to the policy in this revision.

Director Hanberg moved to approve Policy 2.6 Shared Leave, Revision 4. Director Ward seconded the motion. The motion carried.

RESOLUTIONS:

Resolution 2024-11 Sole Source Purchase – 650 Dozer GPS Antenna Repair: Mr. Woodard presented this item. He said the component of the Trimble GPS Machine Control System installed on KID's 650 John Deere Dozer was accidentally damaged during construction activities, and that the antenna was sent to the Trimble dealer for evaluation and repair, and was unable to be repaired so it was ultimately replaced.

Director McKenzie moved to approve Resolution 2024-11 Authorization to Waive Competitive Bidding and Award a Contract to Purchase GPS Antenna Repairs for the 650 Dozer Pursuant to RCW 87.03.435(3)(c) and affirm the execution of the purchase contract

by Shane Leonard, District Manager, in an amount not to exceed \$1,233.87 plus freight and tax with funding for the purchase to come from the Equipment Replacement Reserve Fund. Director Ward seconded the motion. The motion carried.

Resolution 2024-12 Sole Source Purchase – Access Control for Ely Gate: Mr. Woodard presented this item. He explained that the automatic gate on Ely Street is in the process of being replaced, and during this process Moon Security will be installing two new proximity card readers and components for the Ely Street gate. He added that these improvements will allow employee access through the Ely Street gate, while identifying and recording access information.

Director Ward moved to approve Resolution 2024-12 Authorization to Waive Competitive Bidding and Award a Contract to Purchase Access Control for Ely Gate Pursuant to RCW 87.03.435(3)(c) and authorize the District Manager to execute the purchase contract in the amount of \$6,489.75 with funding for the purchase to come from the Non-Infrastructure Capital Project Fund. Director McKenzie second the motion. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Dezember reported regarding:

- Foreclosure process and auction
- Helping Hands
- Staffing

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Operational testing
- Water On startup support contracts
- Irrigation Leaders New Zealand tour

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
- nrms.usda.gov - Washington SNOTEL Current Snow Water Equivalent % of Normal map
- cpc.ncep.noaa.gov - Monthly and Seasonal Temperature and Precipitation Outlook maps, and El Niño/Southern Oscillation Diagnostic Discussion (ENSO) (currently El Niño Advisory / La Niña Watch)

Assistant District Manager: Mr. McShane reported regarding:

- Construction activities
- SOAC meeting report
- YRBWEP workgroup meeting report
- Ground Water Subcommittee meeting March 21
- Bateman Island
- Prosser-Chandler Value Planning study
- Lower River Subgroup meeting March 28

District Manager:

Mr. Leonard reported regarding:

- Community events
- Labor Arbitration training
- NWRA conference in April

WORKSHOP: None

EXECUTIVE SESSION: At 10:26 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), for approximately 30 minutes, beginning at 10:31 a.m. unless extended.

There were no members of the public on Zoom.

At 11:01 a.m., executive session was extended for 35 minutes.

OPEN SESSION: Open session resumed at 11:35 a.m.

Director McKenzie made a motion to amend the agenda to add Action Item 2, Authorization to Pursue Legal Action. Director Ward seconded the motion. The motion carried.

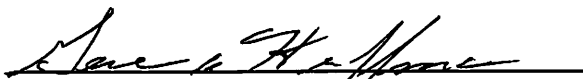
Director McKenzie made a motion to authorize the District Manager to investigate and potentially pursue legal action against Zply and all relevant parties to seek compensation for damages to KID facilities cause by Zply and its subcontractors in 2021 and 2022. Director Ward seconded the motion. The motion carried.

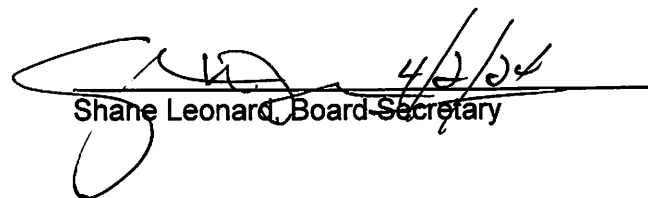
President Huffman called for a motion to adjourn.

Director McKenzie moved to adjourn at 11:37 a.m. Director Ward seconded the motion. The motion carried.

Attest:

Witness:


Gene Huffman, Board President
Minutes Approved April 2, 2024


Shane Leonard, Board-Secretary

Prepared by Lori Gibson