



Minutes

President Huffman called the meeting to order at 9:00 a.m. and Mr. Leonard 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
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: Director McKenzie moved to approve the agenda. Director Ward seconded. The motion carried.

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

The consent agenda items were:

1. Easement Vacation – 200 S Zinser St
2. Easement Vacation – 8913 W Deschutes Dr
3. Travel Authorization – Integrated Plan Meetings
4. City of Richland Water and Utility Easements, City View Lot 5
5. Minutes, KID Board meeting, March 5, 2024
6. Minutes, KID Board meeting, March 19, 2024
7. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

87040	through	87041	\$	2,124.10
87042	through	87107	\$	426,805.26
87108	through	87113	\$	111,196.93
Bank Drafts	FSA		\$	-
Bank Drafts	General		\$	-
Bank Drafts	AP		\$	146,312.83
Total Accounts Payable			\$	686,439.12

Payroll:

Check Numbers:	34423	\$	761.64
Direct Deposit	3/5/2024	\$	184,714.41
Total Payroll		\$	185,476.05

Voided Checks:

Check Numbers:

None	\$	-	\$	-
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Total Disbursements

\$ 871,915.17

Prior Period Checks Voided:

None	\$	-
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PUBLIC COMMENTS:

Randy Jackson addressed the Board. He requested that his letter to the District be entered into the minutes. He also requested that KID respond to his letter in writing.

PRESENTATIONS:

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

- Balance Sheet – As of February 29, 2024
- Balance Sheet – Comparative – As of February 29, 2024, and February 28, 2023
- Revenues & Expenditures – Budget to Actual – Period ending February 29, 2024
- Revenues & Expenditures – Comparative – Period Ending February 29, 2024, and February 28, 2023
- Statement of Grant Revenues for Current Awards – Period Ending February 29, 2024
- Fund Balance Change – As of February 29, 2024
- Cash Investment Report – As of February 29, 2024
- Loans Payable – As of February 29, 2024

Director Ward moved to accept the Financial Statements for the period ending February 29, 2024. Director McKenzie seconded. The motion carried.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS: None

RESOLUTIONS:

Resolution 2024-13 Project Acceptance and Release of Retainage for Public Works Contract PW2021-04 Miscellaneous Electrical Work: Mr. Woodard presented this item, explaining that the project was completed, and that the retainage should be released upon receipt of any all required releases from the appropriate state agencies.

Director Ward moved to approve Resolution 2024-13 Project Acceptance and Release of Retainage for Public Works Contract PW2021-04 Miscellaneous Electrical Work. Director McKenzie seconded the motion. The motion carried.

Resolution 2024-14 Approval of Peach Farm Voluntary Mitigation Development Agreement: Mr. Woodard explained that this item is not yet ready for review, and he withdrew the item.

STAFF REPORTS:

Finance Manager: Mr. Dezember reported regarding:

- Foreclosure funds
- Staffing

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Status of water startup
- Operational testing
- Tumbleweed burning
- Canal lining and concrete projects
- Maintenance 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
- nrcs.usda.gov – Snow Water Equivalent in Upper Yakima
- weather.gov – Current local Temperature and Precipitation charts

Mr. Defoe also reported regarding:

- TWSA is currently at 72% and is expected to drop
- Easements for Citi View Lot 5

District Manager:

Mr. Leonard invited Matthew Berglund to report on the following:

- Community event at Home Depot
- Salmon Summit on April 15-16
- 811 event
- Farmers Market starts on June 1

Mr. Leonard reported regarding:

- Water Startup
- Equipment Maintenance
- NWRA Conference next week

WORKSHOP: None

EXECUTIVE SESSION: At 9:59 a.m., Mr. Leonard announced on behalf of the presiding officer that the board would go into executive session at 10:04 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 20 minutes, unless extended.

There were no members of the public in attendance in person or on Zoom.

At 10:24 a.m., executive session was extended for 15 minutes

OPEN SESSION: Open session resumed at 10:42 a.m.

President Huffman called for a motion to adjourn.


Director McKenzie moved to adjourn at 10:43 a.m. Director Ward seconded the motion. The motion carried.



Attest:


Gene Huffman, Board President
Minutes Approved May 7, 2024

Witness:


Shane Leonard, Board Secretary

Prepared by Lori Gibson