



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
Jason McShane, Assistant District Manager
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
Mardi Perry, Executive Assistant

Other Persons Present:

John Crotty, Western Legal

APPROVAL OF AGENDA: Vice President Rathbun moved to revise the consent agenda, removing SUB-2024-0012 – Final Plat of Sherman Heights Phase 4 and revising Travel Authorization – Annual Irrigation Leaders Workshop as per the revised staff memo, and to approve the agenda as revised. Director Ward seconded. The motion carried.

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

The consent agenda items were:

1. Resolution 2024-53 Sole Source Purchase – Vortex TR Granular Blower
2. Travel Authorization – Annual Irrigation Leaders Workshop - REVISED

PUBLIC COMMENTS: None

PRESENTATIONS:

Employees of the Quarter, Third Quarter 2024: Several staff members joined the Board meeting for the presentation of the Employees of the Quarter awards. Mr. Woodard presented awards to Diego Barrera and Adrian Muniz. Mr. Dezember presented an award to Wendy Durado.

PUBLIC HEARING: Ms. Gibson reported that the 2025 Roll of Rates, Charges and Assessments was presented to the Board on November 5, 2024, and since that date it has been available for inspection in the Secretary/Manager's office, pursuant to RCW 87.03.255. She explained that legal notice was published in the Tri-City Herald on November 10, 2024, and November 17, 2024, and in the Prosser Record Bulletin on November 13, 2024, pursuant to RCW 87.03.250.

Director McKenzie moved to open the Board of Equalization. Vice President Rathbun seconded. The motion carried.

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

BOARD REPORTS: None

ACTION ITEMS:

Confirm Treasurer's Declaration of Account Delinquencies 2021 and Prior: Mr. Dezember presented this item. He explained that the number of pending foreclosures has been reduced

since the staff memo was prepared and is now down to seven, and that the staff has continued to make efforts to obtain payment from customers that have delinquent accounts from 2021 and prior assessment rolls. He said that the next step is the issuance of the Treasurer's Certificates of Delinquency. He further explained that the Board, pursuant to law, will look at the delinquent assessment amounts and determine if it is in the best interests of the District to commence legal action for each pending foreclosure.

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

RESOLUTIONS:

Resolution 2024-56 2025 Budget Adoption: Mr. Leonard presented the resolution, explaining that KID prepared the proposed 2025 budget with input from all departments, based on the Board's previous direction, and that it has been reviewed by the Finance Committee. Mr. Dezember continued his presentation by reviewing the budget with the Board.

Vice President Rathbun expressed his appreciation for the efforts expended by the staff in taking into account the difficulties presented by the current economy while preparing the budget.

Vice President Rathbun moved to approve Resolution 2024-56 Adopting the 2025 Budget. Director Ward seconded. The motion carried.

Resolution 2024-58 Authorization to Utilize Realty Reserve Funds in the 2025 Budget: Mr. Leonard explained that this is not a recurring request, but rather a one-time request. He said the intention would be to replace the funds in the 2026 calendar year. He added that KID is following all of the policy and procedures regarding the realty reserve fund in making this request.

Director McKenzie moved to approve Resolution 2024-58 Authorization to Utilize Realty Reserve Funds in the 2025 Budget. Director Hanberg seconded. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Dezember expressed his appreciation to the Board of Directors for authorizing the 2025 Budget.

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Staff changes
- Maintenance Activities

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 – National Monthly and Seasonal Temperature and Precipitation Outlook maps, and El Niño/Southern Oscillation (ENSO) Diagnostic Discussion (currently La Nina Watch)
- weather.gov - Local Temperature and Precipitation charts

Assistant District Manager: Mr. McShane reserved his report for executive session.

District Manager: Mr. Leonard reported regarding:

- WSWRA Annual Conference is this week in Spokane, Washington

WORKSHOP: None

PUBLIC HEARING (continued):

Board of Equalization (continued): Ms. Gibson stated that there has been no comment from the public regarding the Roll of Rates, Charges and Assessments and proposed that the Board of Equalization be closed.

Vice President Rathbun moved to close the Board of Equalization. Director Ward seconded. The motion carried.

EXECUTIVE SESSION: At 10:00 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 for that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress, pursuant to RCW 42.30.140(4)(b), beginning at 10:00 a.m. for approximately 45 minutes unless extended.

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

At 10:45 a.m., Executive Session was extended for 30 minutes.

OPEN SESSION: At 11:15 a.m. the meeting resumed in open session.

President Huffman called for a motion to adjourn.

Vice President Rathbun moved to adjourn at 11:15 a.m. Director Ward seconded the motion. The motion carried.

Attest:


Gene Huffman, Board President
Minutes Approved December 16, 2024

Witness:


Shane Leonard, Board Secretary

Prepared by Lori Gibson