



# KENNEWICK IRRIGATION DISTRICT

**Board of Directors Meeting**  
Tuesday, June 17, 2025, 9:00 a.m.  
2015 S Ely St., Kennewick, and via Zoom

## Minutes

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

### Directors:

Gene Huffman, 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 Administrative and HR Manager  
Melissa Olheiser, Accounting Supervisor  
Mardi Perry, Executive Coordinator  
Wendy Durado, Executive Assistant

### Other Persons Present:

John Crotty, Western Legal

**Director McKenzie moved to excuse President Rathbun from the meeting. Director Ward seconded. The motion carried.**

**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. Second Amendment to Ground Lease Agreement, City View Lots 6-10
2. Minutes, KID Board Meeting, June 3, 2025
3. Vouchers/Warrant Approval

### Accounts Payable:

Check Numbers:

89102	through	89103	\$	5,585.43
89104	through	89143	\$	50,333.67
89144	through	89145	\$	14,143.94
89146	through	89186	\$	344,204.85
89187	through	89192	\$	118,167.45

Electronic Payments

\$	148,986.48	
		\$ 681,421.82

Bank Drafts	AP	\$	-
Bank Drafts	FSA	\$	-
Bank Drafts	General	\$	-

\$	-
\$	681,421.82

**Total Accounts Payable**

### Payroll:

Check Numbers:	None
Direct Deposit	6/5/2025

\$	-
\$	175,842.76
\$	175,842.76

**Voided Checks:**

Check Numbers:

VOID and Relssue 89104

\$ (1,232.12)

Total Disbursements

\$ 856,032.46

**PUBLIC COMMENTS:** None

**PRESENTATIONS:** None

**PUBLIC HEARING:** None

**BOARD REPORTS:** None

**ACTION ITEMS:**

**Interlocal Agreement with Benton Conservation District:** Mr. McShane presented this item. He explained that Water Stargrass presents a continuing challenge for water delivery, fish passage, and habitat in the lower Yakima River. He said this agreement would allow KID to assist the Benton Conservation District (BCD) with the removal and control of Water Stargrass, and that BCD would then reimburse KID, and this would primarily be funded by a Department of Ecology grant. There was a brief discussion regarding chemical treatments in the river versus other methods of control.

**Director McKenzie moved to authorize Shane Leonard, District Manager, to enter into the Interlocal Agreement with Benton Conservation District. Director Ward seconded. The motion carried.**

**RESOLUTIONS:**

**Resolution 2025-20 Sole Source Purchase – Allen Bradley Panel/View Terminal:** Mr. Woodard presented this resolution, explaining the uses of the touch screen and the reasons for the sole source purchase. He said the current panel was discontinued and this purchase would be for an in-kind replacement.

**Director Ward moved to approve Resolution 2025-20 Authorization to Waive Competitive Bidding and Award a Contract to Purchase the Allen-Bradley Panel/View Terminal Pursuant to RCW 87.03.435(3)(c), with funding for the purchase to come from the KID Irrigation Operating Fund. Director Hanberg seconded. The motion carried.**

**Resolution 2025-21 Sole Source Purchase – Rubicon Gates & Meters:** Mr. Woodard presented this resolution. He explained that due to increases in pricing, the purchase of 10 gates and meters is in the best interests of the District and represents a good value in that purchasing them at this time allows us to avoid the increasing prices.

**Director Hanberg moved to approve Resolution 2025-21 Authorization to Waive Competitive Bidding and Award a Contract to Purchase Rubicon Gates and Meters pursuant to RCW 87.03.435(3)(c), and authorize Shane Leonard, District Manager, to execute the contract, with funding for the purchase to come from the Capital Upgrade and Improvement Fund. Director Ward seconded. The motion carried.**

**STAFF REPORTS:**

**Public Information Officer:** Mr. Berglund was not in attendance.

**Finance Manager:** Mr. Dezember was not in attendance. Ms. Olheiser and Mr. Leonard reported regarding:

- Foreclosures – Currently 114
- Finance Department workload and staffing

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

- Maintenance update
- Water flows and diversion curtailment last Friday and Saturday
- Staff training
- Vehicle purchases
- Development update
- Temperature fluctuation and resulting effect on system operations

**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
- usda.gov - Washington SNOTEL Current Snow Water Equivalent % of Normal map
- noaa.gov - Monthly and Seasonal Temperature and Precipitation Outlook maps, and El Niño/Southern Oscillation Diagnostic Discussion (ENSO) (currently ENSO-Neutral likely for summer 2025)
- weather.gov - Local Temperature and Precipitation charts

Mr. Defoe also reported regarding:

- Pulse flows
- Target flows low over the weekend
- Central storage site Environmental Impact Statement (EIS)

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

- Low flows over the weekend
- Fleet program
- YBIP Workgroup meeting tomorrow

**District Manager:** Mr. Leonard reported regarding:

- Ted Cooke nominated to serve as Commissioner of the Bureau of Reclamation
- Travel – YBIP Tour and NWRA Western Water Seminar
- Operations update
- Risk management review

**WORKSHOP:** None

**EXECUTIVE SESSION:** None

Vice President Huffman called for a motion to adjourn.

**Director Hanberg moved to adjourn at 10:03 a.m. Director Ward seconded. The motion carried.**

Attest:

  
Gene Huffman, Board Vice President

Minutes Approved July 1, 2025

Witness:

  
Shane Leonard, Board Secretary

Prepared by Lori Gibson