



KENNEWICK IRRIGATION DISTRICT

Board of Directors Meeting
Tuesday, July 1, 2025, 9:00 a.m.
2015 S Ely St., Kennewick, and via Zoom

Minutes

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

Directors:

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

Staff Present:

Shane Leonard, District Manager
Jason McShane, Assistant District Manager
Stuart Dezember, Comptroller/District Treasurer
Seth Defoe, Land and Water Resources Manager
Ben Woodard, Engineering and Operations Manager
Lori Gibson, Executive Administrative and HR Manager
Matthew Berglund, Public Information and
Employee Engagement Coordinator
Mardi Perry, Executive Coordinator
Wendy Durado, Executive Assistant

Other Persons Present:

John Crotty, Western Legal

APPROVAL OF AGENDA: Director McKenzie moved to amend the agenda to add Bateman Island Causeway Removal as an action item and 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. Preliminary Plat - The Estates at White Bluffs
2. Preliminary Plat – The Villages at Clearwater Creek
3. Minutes, KID Board Meeting, June 17, 2025
4. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

89193	through	89208	\$	82,042.95
89209	through	89291	\$	167,127.35

Electronic Payments	\$	111,707.68
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\$ 360,877.98

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

\$ -

Total Accounts Payable

\$ 360,877.98

Payroll:

Check Numbers:	None	\$	-
Direct Deposit	6/20/2025	\$	176,591.86

Total Payroll

\$ 176,591.86

Voided Checks:

Check Numbers:

None

\$ -

Total Disbursements**\$ 537,469.84****PUBLIC COMMENTS:** None**PRESENTATIONS:**

Financial Statements, December 2024 (Final): Mr. Dezember presented the final financial statements for December 2024, and reviewed the following pages:

- Balance Sheet – As of December 31, 2024
- Revenues & Expenditures – Budget to Actual – Period ending December 31, 2024
- Fund Balance Change – As of January 31, 2025

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

2024 State Auditor's Report: Mr. Dezember presented the 2024 State Auditor's Report for the Year Ended December 31, 2024, and reviewed the following pages:

- Fund Resources and Uses Arising from Cash Transactions
- Notes to the Financial Statements
- Schedule 01
- Schedule of Liabilities
- Schedule of Expenditures of State Financial Assistance
- Schedule of Expenditures of Federal Awards

Financial Statements, March 2025: Mr. Dezember presented the draft financial statements for March 2025, and reviewed the following pages:

- Charts for Total Cash Assets, Revenue, Expenses, and Four Largest Operating Expenses – As of March 31, 2025
- Statement of Grant Revenues for Current Awards – Period Ending March 31, 2025
- Fund Balance Change – As of March 31, 2025
- Cash Investment Report – As of March 31, 2025
- Long-Term Debt – As of March 31, 2025

Director Ward inquired regarding the balance of cash funds since December, 2024. Mr. Dezember explained that the majority of revenues are received in April/May and October/November, so in between these periods cash will decrease to pay normal operating expenses.

Director Hanberg moved to accept the Financial Statements for the period ending March 31, 2025. Director Ward seconded. The motion carried.

PUBLIC HEARING: None**BOARD REPORTS:** None**ACTION ITEMS:**

Bateman Island Causeway Removal: Mr. McShane presented this item. He explained that as the U.S. Army Corps of Engineers contracts for the removal of the causeway, a disposal site is

needed for the earthen materials. Although there is a site available, the possible delay in payment is a concern. In order to allow the project to move forward, KID staff recommends that KID negotiate with the Army Corps to provide a disposal site if the need arises.

Vice President Huffman moved to authorize Shane Leonard, District Manager, to enter into negotiations for the acceptance of earthen materials on KID-owned property resulting from the removal of the Bateman Island Causeway. Director Ward seconded. The motion carried.

RESOLUTIONS: None

STAFF REPORTS:

Public Information Officer: Mr. Berglund reported regarding:

- Employee Engagement presentation

Finance Manager: Mr. Dezember reported regarding:

- 2025 Budget Amendment
- Finance Committee meeting scheduling

Mr. Leonard also reported regarding:

- Board Retreat agenda items
- Finance Department staffing

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Aquatic vegetation treatment
- Current water flow
- Engineering and Operations staffing
- Yakima Basin Joint Board Tour report and presentation

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
- noaa.gov - Monthly and Seasonal Temperature and Precipitation Outlook maps, and El Niño/Southern Oscillation Diagnostic Discussion (ENSO) (ENSO-Neutral is likely for summer 2025)
- weather.gov - Local Temperature and Precipitation charts

Mr. Defoe also reported regarding:

- River Operations meeting on Thursday (prorating currently at 45%)
- EIS for Central Storage

Assistant District Manager: Mr. McShane reported regarding:

- Yakima Basin Integrated Plan (YBIP) update
- Yakima Basin Joint Board update
- Meeting with Larry Mattson, Office of Columbia River (OCR)
- YBIP Lower River Subgroup update
- Water Stargrass removal
- Public Informational Open House

District Manager: Mr. Leonard reported regarding:

- Public Informational Open House

- Realty Committee items
- Current claims
- Ted Cooke nomination as Bureau of Reclamation Commissioner
- Office of Information Regulatory Affairs – review of rules regarding the Endangered Species Act (ESA)
- Meeting with Larry Mattson, OCR
- Customer service introductory training

WORKSHOP: None

EXECUTIVE SESSION: None

President Rathbun called for a motion to adjourn.

Vice President Huffman moved to adjourn at 10:57 a.m. Director Ward seconded. The motion carried.

Attest:



Kirk Rathbun, Board President
Minutes Approved August 19, 2025

Witness:



Shane Leonard, Board Secretary

Prepared by Lori Gibson