



KENNEWICK IRRIGATION DISTRICT

Board of Directors Meeting
Tuesday, August 5, 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

Other Persons Present:

John Crotty, Western Legal

Vice President Huffman moved to excuse Director Ward from the meeting. Director McKenzie seconded. The motion carried.

APPROVAL OF AGENDA: Director McKenzie moved to approve the agenda. Vice President Huffman seconded. The motion carried.

[Note: Director Ward joined the meeting on Zoom at 9:03 am]

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

The consent agenda items were:

1. SP-2025-0008 – 610 Edison
2. SP-2025-0009 – 1200 N Irving PI
3. Final Plat – Maple Meadows
4. Final Plat – Southridge Townhome Estates Phase 2
5. Irrigation Easement – Leisure Lane
6. Travel Authorization – Engineering Training Fly-In
7. July 2025 Customer Account Adjustments
8. Res 2025-25 Sole Source Purchase of Rubicon ACE 1000 Interface Boards
9. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

89352	through	89412	\$	333,609.28
89413	through	89430	\$	68,090.52

Electronic Payments			\$	118,772.40	
					\$ 520,472.20

Bank Drafts	AP	None	\$	-	
Bank Drafts	FSA	None	\$	-	
Bank Drafts	General	None	\$	-	
					\$ -
Total Accounts Payable					\$ 520,472.20

Payroll:

Check Numbers:	34452	\$	250.00	
Direct Deposit	7/21/2025	\$	183,408.34	
Total Payroll				\$ 183,658.34

Voided Checks:

Check Numbers:				
	88988	VOID & Re-Issue	\$ (1,636.70)	
	89128	VOID & Re-Issue	\$ (470.99)	
				\$ (2,107.69)

Total Disbursements				\$ 702,022.85
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PUBLIC COMMENTS: None**PRESENTATIONS:****Ben Tindall, Save Family Farming Executive Director:**

Mr. Tindall shared a Power Point presentation and spoke about the mission of Save Family Farming. He explained that it is a communication organization that provides the tools that can be used by family farmers and those that represent them in approaching and communicating with government entities.

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

- Balance Sheet – As of May 31, 2025
- Balance Sheet – Comparative – As of May 31, 2025 and 2024
- Revenues & Expenditures – Budget to Actual – Period ending May 31, 2025
- Revenues & Expenditures – Comparative – Period Ending May 31, 2025 and 2024
- Statement of Grant Revenues for Current Awards – Period Ending May 31, 2025
- Fund Balance Change – As of May 31, 2025
- Cash Investment Report – As of May 31, 2025
- Long-Term Debt – As of May 31, 2025

Vice President Huffman moved to accept the Financial Statements for the periods ending April 30, 2025, and May 31, 2025. Director Hanberg seconded. The motion carried.

[Note: Director Ward joined the meeting in person at 9:35 am]

PUBLIC HEARING: None**BOARD REPORTS:**

Director Ward reported on the NWRA Western Water Seminar, stating that it was the best conference he has attended with worthwhile information.

ACTION ITEMS:

Collective Bargaining Agreement – Field Operations Employees: Ms. Gibson presented the item, explaining that negotiations with the International Union of Operating Engineers was successful and concluded in July. She said the Union voted to accept the agreement. She summarized the changes from the previous agreement. Mr. Leonard added that he would like to see the Labor Committee changed from an ad hoc committee to a permanent committee.

Director Hanberg moved to approve the Collective Bargaining Agreement between KID and the International Union of Operating Engineers representing the KID Field Operations Employees, effective January 1, 2025, through December 31, 2027. Vice President Huffman seconded. The motion carried.

RESOLUTIONS:

Resolution 2025-23 Sole Source Purchase of Mobile Office Trailer: Mr. McShane presented the resolution, explaining that this purchase represents a good value for KID. President Rathbun inquired if the trailer could be moved if needed, to which Mr. McShane answered in the affirmative.

Director McKenzie moved to approve Resolution 2025-23 Authorization to Waive Competitive Bidding and Award a Contract to Purchase a Mobile Office Trailer from Mobile Modular; Pursuant to RCW 87.03.435(3)(c), with funds for this purchase to come from the Capital Upgrade and Improvement Fund, and authorize the District Manager to execute the purchase contract. Director Ward seconded. The motion carried.

Resolution 2025-24 Confirmation of Proclamation of Emergency and Authorization to Waive Competitive Bidding Process: Mr. Woodard presented the resolution. He explained that the motor at the 19th Street Booster Pump Station failed, causing over 1300 customers to be without irrigation water, which could result in substantial loss to property or assets if the pump were not repaired or replaced without delay.

Director Hanberg moved to approve Resolution 2025-24 Confirmation of Proclamation of Emergency and Authorization to Waive Competitive Bidding Process. Vice President Huffman seconded. The motion carried.

STAFF REPORTS:

Public Information Officer: Mr. Berglund reported regarding:

- Tri-City Chamber of Commerce Washington Workplace Summit report
- Blood Drive is on September 15
- National Night Out is today
- K-Club Back to School Supply Drive
- Upcoming Events – Riverfelt, Fire Prevention, Safety Santa

Finance Manager: Mr. Dezember reported regarding:

- Foreclosures – currently 37
- Helping Hands
- Finance tasks related to the Collective Bargaining Agreement
- Repair to safe

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Aquatic vegetation treatments
- Maintenance updates
- Engineering staffing
- Brookshire PLA Takeover update
- Water Stargrass removal support

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 Graphs (prorating currently at 40%)

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

Assistant District Manager: Mr. McShane reported regarding:

- Water Stargrass Coalition (WSC) Tour on August 12
- YBIP Lower Yakima Basin Tour on August 26
- Roland Springer Tour in September
- Meeting with Rick Dunn of Benton PUD and BPA regarding new transmission lines in South Richland
- Water Stargrass removal support
- Wapato Sectional Model meeting
- Bateman Island Causeway update
- Chandler/Prosser Value Planning update
- Chandler Electrification update

District Manager: Mr. Leonard reported regarding:

- Frichette Winery request
- City of Richland Franchise Agreement
- NWRRA Western Water Seminar report
- Upcoming Travel

WORKSHOP: None

EXECUTIVE SESSION: At 11:10 a.m., Mr. Leonard announced on behalf of the presiding officer that the board would go into executive session at 11:15 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 45 minutes unless extended.

Members of the public were excused from the Boardroom and placed in the waiting room on Zoom.

OPEN SESSION: At 12:00 p.m., open session resumed, and members of the public were readmitted on Zoom.

President Rathbun called for a motion to adjourn.

Director McKenzie moved to adjourn at 12:00 p.m. Director Ward seconded. The motion carried.

Attest:



Kirk Rathbun, Board President
Minutes Approved September 2, 2025

Witness:



Shane Leonard, Board Secretary

Prepared by Lori Gibson