



Minutes

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

Directors:

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

Staff Present:

Shane Leonard, District Manager
Jason McShane, Assistant District Manager
Stuart Dezember, Comptroller/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

APPROVAL OF AGENDA: Director Rathbun moved to approve the agenda. Director Hanberg seconded. All present voted in favor and the motion carried.

BOARD REPORTS:

Director Rathbun invited Mr. Dezember to report on Finance Committee items. Mr. Dezember reported on:

- Review 2024 WA State Auditor Report
- Review KID Financial Policies
- Review KID Policy 2.01, Severance Pay
- Review KID Policy 2.04, District Credit Card Use
- Review KID Policy 2.05, Helping Hands Program
- Engineering: West Richland Master Plan
- Engineering: Engineering Fees

President McKenzie reported on the Tri-State Meeting, including:

- Similarity between Washington water issues and those in Oregon and Idaho
- Bureau of Reclamation staffing levels
- Bureau of Reclamation request for assistance from irrigation districts for maintenance activities

CONSENT AGENDA: Vice President Huffman moved to approve the consent agenda. Director Ward seconded. All present voted in favor and the motion carried.

The consent agenda items were:

1. PLN-T1-2026-00398 – 3680 Keene Road
2. Preliminary Plat – Washington Grove
3. Preliminary Plat – Vancouver Heights
4. Main Canal Division 2 – Canal Right of Way Vacation and Grant
5. Travel Authorization – 2026 Municipal Water Leaders Workshop
6. Travel Authorization – Yakima Basin Integrated Plan Meetings
7. Minutes, KID Board Meeting, January 6, 2026
8. Minutes, KID Board Meeting, January 20, 2026
9. Minutes, KID Board Meeting, February 3, 2026
10. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

90351	through	90379	\$	44,632.45
90380	through	90385	\$	1,718.71
90386	through	90394	\$	99,133.48
90395	through	90395	\$	15,468.60

Electronic Payments

\$ 122,140.86
\$ 283,094.10

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

\$ -

Total Accounts Payable

\$ 283,094.10

Payroll:

Check Numbers:	None	\$	-
Direct Deposit	2/5/2026	\$	202,287.05

Total Payroll

\$ 202,287.05

Voided Checks:

None

\$ -

\$ -

Total Disbursements

\$ 485,381.15

PUBLIC COMMENTS: None

PRESENTATIONS:

Employee(s) of the Quarter, Fourth Quarter 2025:

Mr. Woodard spoke about the award for Employee of the Quarter for the Fourth Quarter of 2025, which will be presented to Brock Abbott, who was absent today.

Washington State Auditor Report: Mr. Dezember presented the Washington State Auditor Report from the 2024 audit. He summarized the key points in the accountability and financial statements, and explained that KID received a clean audit. President McKenzie inquired if any of the audits included IT data security. Mr. Dezember explained that those were not normally part of the audit but were analyzed through a security audit in 2024.

Open Public Meetings Act Training: Ms. Gibson introduced the Open Public Meetings Act (OPMA) training. The Washington State Attorney General video "Open Public Meeting Act" was shown in its entirety, fulfilling the elected official training required by RCW 42.30.205 on this subject.

PUBLIC HEARING: None

ACTION ITEMS:

City of Kennewick Pedestrian Pathway License Agreement: Mr. Woodard presented this item. He explained that the City of Kennewick was awarded a grant administered by the Washington State Department of Transportation and Federal Highway Administration for this project. He

spoke about the shared-use walking and bicycling path along the KID right-of-way between 4th Avenue and Edison Street. This item follows up on a letter of support for this project approved by the Board in May of 2024.

Vice President Huffman moved to approve. Director Rathbun seconded. All present voted in favor and the motion carried.

RESOLUTIONS:

Resolution 2026-04 Approval of Interlocal Agreement with the Region VIII Education Service Center for The Interlocal Purchasing System (TIPS): Mr. Dezember presented the resolution, explaining that TIPS is a national purchasing cooperative that provides members with access to competitively solicited contracts for good and services.

Director Rathbun moved to approve. Director Hanberg seconded. All present voted in favor and the motion carried.

Resolution 2026-05: Mr. Woodard presented this resolution, explaining that the vehicles listed on the Excess and Surplus Property Disposal Authorization Form are no longer in use and all have low value. He stated that the sale or trade-in of the surplus vehicles will be used for the equipment replacement program.

Director Rathbun moved to approve. Director Huffman seconded. All present voted in favor and the motion carried.

STAFF REPORTS:

Public Information Officer: Mr. Berglund reported regarding:

- Upcoming events – Blood Drive (March 30), Salmon Summit (April 21-22), Chamber of Commerce Annual Awards Meeting & Luncheon (March 25), Safe Kids Coalition Meeting (February 18), K-Club’s Trash Day (March 18), Valentine’s Day treats report

Comptroller/Treasurer: Mr. Dezember reported regarding:

- New telephone system update

Engineering & Operations Manager: Mr. Woodard reported regarding:

- O&E Meeting on February 19 will be a Special Board Meeting
- “Spring Training” with staff this morning
- Operational Testing on March 9 or March 16
- Water On Letter
- Operations staffing
- Groundwater Storage Feasibility Study update
- BSNF permit application

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 La Nina Advisory)
- weather.gov - Expected Snowfall – Official NWS Forecast
- weather.gov - Local Temperature and Precipitation charts

Mr. Defoe also reported regarding:

- SOAC Meeting in mid-March
- IP Lower River Subgroup Scoring update
- Best Available Science Advisory Group

Assistant District Manager: Mr. McShane reported regarding:

- IP Lower River Subgroup Scoring update
- Lower River Subgroup Meeting February 26
- Bateman Island Causeway removal update
- Groundwater Storage Feasibility Study update
- Benton PUD and BPA coordination update (regarding Chandler Electrification and Central Storage)
- Brookshire Contract Pre-Construction meeting tomorrow

District Manager: Mr. Leonard reserved his comments for executive session.

WORKSHOP: None

EXECUTIVE SESSION: At 10:29 a.m., Mr. Leonard announced on behalf of the presiding officer that the board would go into executive session at 10:40 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); to consider the minimum price at which real estate will be offered for sale or lease pursuant to RCW 42.30.110(1)(c); and to review the performance of a public employee pursuant to RCW 42.30.110(1)(g); for approximately 45 minutes unless extended, with the potential for action following executive session.

Members of the public were dismissed from the Boardroom. There were no members of the public on Zoom.

At 11:25 a.m., executive session was extended for 40 minutes.

OPEN SESSION: At 12:05 p.m., open session resumed.

Director Rathbun called for a motion to adjourn.

Director Rathbun moved to adjourn at 12:06 p.m. Director Hanberg seconded. All present voted in favor and the motion carried.

Attest:

Witness:


David McKenzie, Board President
Minutes Approved March 3, 2026


Shane Leonard, Board Secretary

Prepared by Lori Gibson