
KENNEWICK IRRIGATION DISTRICT RESOLUTION 2026-20

A RESOLUTION OF THE BOARD OF THE KENNEWICK IRRIGATION DISTRICT RELATING TO THE APPOINTMENT OF AN ACTING BOARD SECRETARY/DISTRICT MANAGER AND CONFERRING AUTHORITY DURING THE VACANCY IN THAT OFFICE

The Board of Directors of the Kennewick Irrigation District, Benton County, Washington, hereby resolves as follows:

Section 1. RECITALS AND FINDINGS.

- 1.1. The Kennewick Irrigation District (the "District") is organized under Title 87 RCW, is governed by its Board of Directors (the "Board"), and by Article IX of its Bylaws combines the Board Secretary and District Manager functions in a single office (the "Board Secretary/District Manager").
- 1.2. A vacancy presently exists in that office, and the Board is empowered under RCW 87.03.115 and Article V of the Bylaws to fill it by appointing a secretary.
- 1.3. Jason McShane, the District's Assistant District Manager, has been designated by the Board as Assistant Secretary for the current year.
- 1.4. Article X of the Bylaws and the Assistant District Manager job description address only a temporary absence of the incumbent, not a vacancy in the office.

Section 2. APPOINTMENT.

- 2.1. The Board hereby appoints Jason McShane, the District's Assistant District Manager and designated Assistant Secretary, to serve as **Acting Board Secretary/District Manager** of the District, to exercise both the Board Secretary functions and the District Manager functions during the vacancy.
- 2.2. This appointment is effective upon adoption of this Resolution and continues until the earlier of (a) the Board's appointment of a permanent Board Secretary/District Manager, or (b) revocation or modification of this appointment by the Board. This appointment does not create any right to continued employment or to permanent appointment to the office.
- 2.3. During the term of this appointment, the Acting Board Secretary/District Manager shall exercise the duties and powers of the Board Secretary/District Manager as set forth in Article IX of the Bylaws, applicable Board resolutions, duly adopted Board motions, District policies, and applicable law, with the same scope of authority and responsibility given to the office, except as limited by this Resolution. The District's Assistant District Manager job description may be used to inform the appointee's continuing operational responsibilities but shall not limit the authority expressly conferred by this Resolution.
- 2.4. The Acting Board Secretary/District Manager is authorized to execute, on behalf of the District, contracts and documents approved by the Board by motion duly adopted, consistent with Article V of the Bylaws, and to sign warrants or checks as approved by the Board, in each case within the limits of the District's then-current signature-

authority policy or other written delegation of authority approved by the Board. Any action exceeding that policy or delegation remains subject to prior Board approval.

2.5. The Board shall review this appointment within six months of adoption, and sooner if requested by the Board, and may continue, modify, or revoke it at that time.

2.6. Upon the conclusion of this interim appointment, and unless the Board determines otherwise, the appointee shall return to the regular position of Assistant District Manager and Assistant Secretary. Any additional compensation or adjustment for the interim duties shall be established only by separate Board action and shall not be implied by this Resolution.

Section 3. RESERVATIONS AND LIMITATIONS.

Nothing in this Resolution authorizes any action reserved to the Board. All actions remain subject to Title 87 RCW, the Open Public Meetings Act (chapter 42.30 RCW), and the Bylaws and policies of the District.

Section 4. NOTICE TO THIRD PARTIES.

The Board authorizes and directs that a certified copy of this Resolution be provided, upon request, to the District's financial institutions, bonding company, auditors, the United States Bureau of Reclamation, and other third parties as necessary to evidence the authority conferred by this Resolution. The Acting Board Secretary/District Manager is authorized to take actions reasonably necessary to give notice of this appointment and authority.

Section 5. STATUTORY COMPLIANCE; SEVERABILITY.

5.1. This Resolution shall be construed and applied in accordance with Title 87 RCW.

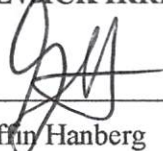
5.2. If any provision of this Resolution is held to be inconsistent with Title 87 RCW or otherwise invalid, the remaining provisions shall continue in full force and effect.

Section 6. EFFECTIVE DATE.

This Resolution is effective immediately upon its adoption.

RESOLUTION 2026-20 IS HEREBY ADOPTED by the Board of Directors of the Kennewick Irrigation District at a regular open public meeting with a quorum present thereof this 21st day of July, 2026.

KENNEWICK IRRIGATION DISTRICT BOARD OF DIRECTORS


Griffin Hanberg


Arland Ward


David McKenzie


Gene Huffman


Kirk Rathbun