



KENNEWICK IRRIGATION DISTRICT

Board of Directors Meeting
Tuesday, August 18, 2026, 9:00 a.m.
2015 S Ely St., Kennewick, and via Zoom

Minutes

President McKenzie called the meeting to order at 9:16 a.m. and Mr. McShane called roll.

Directors:

David McKenzie, President
Gene Huffman, Vice President
Kirk Rathbun (on Zoom)
Arland Ward
Griffin Hanberg

Staff Present:

Jason McShane, Acting District Manager
Elizabeth Moeller, 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

Attorney:

John Crotty, Western Legal
(on Zoom)

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

BOARD REPORTS: None

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

The consent agenda items were:

1. Preliminary Plat – Bayley Estates
2. Final Plat – Apple Valley Phase 9
3. Minutes, KID Board Meeting, August 4, 2026
4. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

91231	through	91290	\$	169,525.66
91291	through	91326	\$	183,319.09

Electronic Payments		\$	164,320.23	
				\$ 517,164.98

Bank Drafts	AP	\$	66,260.43	
Bank Drafts	FSA	\$	498.99	
Bank Drafts	General	\$	2,416.34	
				\$ 69,175.76
Total Accounts Payable				\$ 586,340.74

Payroll:

Direct Deposit	8/5/2026	\$	216,963.05	
Checks	None	\$	-	
Total Payroll				\$ 216,963.05

Voided Checks:

None	\$	-	
			\$ -

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

ACTION ITEMS:

Appointment of Treasurer and Assistant Auditing Officer: Lori Gibson presented the item, explaining that per KID Bylaws, a treasurer, auditing officer, and assistant auditing officer must be appointed by the Board. With the separation of the previous Comptroller/Treasurer, and employment of the current Comptroller/Treasurer, these positions need to be updated. She added that Elizabeth Moeller should be appointed as Treasurer and Assistant Auditing Officer, and Melissa Olheiser should continue her appointment as Auditing Officer.

Vice President Huffman moved to appoint Elizabeth Moeller as Treasurer and Assistant Auditing Officer and confirm that Melissa Olheiser will continue her appointment as Auditing Officer. Director Hanberg seconded. All present voted in favor and the motion carried.

Affirmation of Water Strategies Agreement: Lori Gibson presented the item. She said that the Agreement with Water Strategies signed on January 8, 2026, need affirmation and ratification due to the invoicing of fees over and above the base monthly payment. She explained that payments would not exceed \$120,000 in 2026, including both the base monthly payments and all additional hourly fees, without further Board approval.

Director Hanberg moved to affirm and ratify the Agreement for Advocacy and Outreach Services with Water Strategies, which was entered into on January 8, 2026, and approve payment of an amount not to exceed \$120,000 in 2026, which includes the base monthly payments and all additional hourly fees. Director Ward seconded. All present voted in favor and the motion carried.

RESOLUTIONS:

Resolution 2026-22 Authorized Signers for KID Banking and Investment Services: Ms. Moeller presented the resolution, explaining that the previous authorized signers required updating due to the separation of Shane Leonard as District Manager, the appointment of Jason McShane as Acting District Manager, and the employment of Elizabeth Moeller as the new Comptroller/Treasurer.

Director Hanberg moved to approve Resolution 2026-22 Authorized Signers for KID Banking and Investment Services. Director Ward seconded. All present voted in favor and the motion carried.

Resolution 2026-23 Authorizing Actions related to KID's Borrowing from WA Trust Bank through a Business VISA System: Ms. Moeller presented the resolution. She said the authority for the VISA System needed to be updated to the separation of Shane Leonard as District Manager, the appointment of Jason McShane as Acting District Manager, and the employment of Elizabeth Moeller as the new Comptroller/Treasurer. In addition the Board president was changed from Gene Huffman to David McKenzie.

Director Hanberg moved to approve Resolution 2026-23 Authorizing Actions relating to Kennewick Irrigation District's Borrowing from Washington Trust Bank through a Business VISA System. Director Ward seconded. All present voted in favor and the motion carried.

STAFF REPORTS:

Public Information Officer: Mr. Berglund reported regarding:

- Upcoming events including: National Night Out on August 20, Blood Drive on September 17, RiverFest on October 3, Delta High School Presentation on October 9, Fire Prevention Week on October 9
- Social Media Audience report

Comptroller/Treasurer: Ms. Moeller had nothing to report.

Engineering & Operations Manager: Mr. Woodard reported regarding:

- Water flow in Main Canal
- Construction project update
- Operations and Engineering staffing update
- O&E Meeting anticipated for beginning of September

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) (currently El Nino Advisory)

Mr. Defoe also reported regarding:

- BPA Berm EIS update
- Central Storage Reservoir EIS update
- Realty Committee meeting on September 1

Acting District Manager: Mr. McShane reported regarding:

- KNDU Interview report
- Projects, including the Bateman Island Causeway removal and cold water effusia at Amon Wasteway, and the effect on steelhead survival
- Funding discussion at Lower River Subgroup meeting

WORKSHOP: None

EXECUTIVE SESSION: At 10:02 a.m. Mr. McShane announced on behalf of the presiding officer that the board would go into executive session beginning at 10:08 a.m., ending at 10:40 a.m. unless extended, 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), and to review the performance of a public employee pursuant to RCW 42.30.110(1)(g), with action possible following the executive session.

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

At 10:40 a.m. executive session was extended for 10 minutes.

OPEN SESSION: At 11:00 a.m. open session resumed. Members of the public were readmitted on Zoom. There were no members of the public in person waiting to be readmitted.

Vice President Huffman moved to amend the agenda to add Action Item No. 3 Approval of Employment Agreement for the District Manager. Director Ward seconded. All present voted in favor and the motion carried.

ACTION ITEM:

Approval of Employment Agreement for the District Manager: President McKenzie presented the item, explaining the District was moving forward with a plan to help the District progress, and as such, the Board made the decision to hire the current Acting District Manager, Jason McShane, as the District Manager, which would be official with approval of the employment agreement. He asked Mr. McShane to speak about his acceptance of the position. Mr. McShane said he was humbled and excited for the opportunity to lead KID, with projects pending for decades now coming to fruition. He said he is willing and able to serve and is committed to help KID be successful in the years ahead.

Vice President Huffman moved to approve the Employment Agreement and appoint Jason McShane as District Manager and Board Secretary. Director Ward seconded. A roll call vote was held, with results as follows: President McKenzie - Aye; Vice President Huffman - Aye; Director Rathbun - Aye; Director Hanberg - Aye; Director Ward - Aye. The vote was unanimous and the motion carried 5 to 0.

President McKenzie called for a motion to adjourn.

Vice President Huffman moved to adjourn at 11:08 a.m. Director Ward seconded. All present voted in favor and the motion carried.

Attest:


David McKenzie, Board President
Minutes Approved September 1, 2026

Witness:


Jason McShane, Board Assistant Secretary

Prepared by Lori Gibson