



KENNEWICK IRRIGATION DISTRICT

Board of Directors Meeting
Tuesday, September 1, 2026, 9:00 a.m.
2015 S Ely St., Kennewick, and via Zoom

Minutes

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

Directors:

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

Staff Present:

Jason McShane, 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

Other Persons Present:

John Crotty, Western Legal (on Zoom)

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

BOARD REPORTS: None

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

The consent agenda items were:

Accounts Payable:

Check Numbers:

	91327	through	91331	\$	1,418.83	
	91332	through	91371	\$	142,654.18	
Electronic Payments				\$	118,614.05	
						\$ 262,687.06
Bank Drafts	AP			\$	-	
Bank Drafts	FSA			\$	-	
Bank Drafts	General			\$	-	
						\$ -
Total Accounts Payable						\$ 262,687.06

Payroll:

Direct Deposit	8/20/2026	\$	229,301.21	
Checks	None	\$	-	
Total Payroll				\$ 229,301.21

Voided Checks:

	None	\$	-	
				\$ -
Total Disbursements				\$ 491,988.27

PUBLIC COMMENTS:

Duane Klotz, of 2910 S Irby Street in Kennewick, opined that Board workshops are more desirable than retreats held outside of Kennewick.

PRESENTATIONS:

Financial Statements, April and May, 2026: Ms. Moeller presented the financial statements for April and May, 2026, and reviewed the following pages:

- Revenues & Expenditures – Budget to Actual – Period ending May 31, 2026
- Fund Balance Change – As of May 31, 2026
- Cash Investment Report – As of May 31, 2026
- Long-Term Debt – As of May 31, 2026

Vice President Huffman moved to accept the Financial Statements for April and May 2026. Director Rathbun seconded. All present voted in favor and the motion carried.

PUBLIC HEARING: None

ACTION ITEMS:

Approval of Amendment No. 1 to Western legal Engagement Agreement: Ms. Gibson presented the item, explaining Western Legal PLLC has provided legal services to KID since September of 2018, and subsequent to the approval of the updated Engagement Agreement in January of 2023, an increase to the monthly flat fee was approved by the District Manager. She said Amendment No. 1 to the Engagement Agreement memorializes the \$550.00 per month increase effective January of 2025.

Vice President Huffman moved to approve Amendment No. 1 to Engagement Agreement between Kennewick Irrigation District and Western Legal PLLC. Director Rathbun seconded. All present voted in favor and the motion carried.

RESOLUTIONS:

Resolution 2026-24: Mr. Defoe presented the resolution, explaining that the Board approved the long-term lease of City View Lot 5 on July 6, 2023, which approval is reflected in the proposed Resolution 2026-24.

Director Rathbun moved to approve Resolution 2026-24 Approving Lease of Real Property, KID #7053, City View Lot 5. Director Ward seconded. All present voted in favor and the motion carried.

Resolution 2026-25: Mr. Defoe presented the resolution, explaining that the Board approved the one-year lease of four parcels in Badger Coulee to Greenridge Farming LLC on January 20, 2026, which approval is reflected in the proposed Resolution 2026-25.

Vice President Huffman moved to approve Resolution 2026-25 Approving Lease of Real Property, Badger Coulee, Greenridge Farming LLC. Director Rathbun seconded. All present voted in favor and the motion carried.

STAFF REPORTS:

Public Information Officer: Mr. Berglund reported regarding:

- National Night Out report

Comptroller/Treasurer: Ms. Moeller reported regarding:

- Foreclosures – currently 65

Engineering & Operations Manager: Mr. Woodard reported regarding:

- Water flows update
- Endothall update
- Engineering staffing update
- O&E Meeting in September – date TBD
- Star grass treatment update
- CID canal flow decreased and caused pump problems
- Brookshire Pump Station update

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:

- River Operations meeting September 3
- SOAC meeting update
- Realty Committee meeting September 1

District Manager: Mr. McShane reported regarding:

- Stargrass Hydrojetting project update
- WSWRA Board meeting September 16 in Sunnyside
- YBJB Tour September 24

WORKSHOP:

2027 Budget:

Mr. McShane summarized the goals of the workshop, and spoke about several budget principles that would be used for 2027, which included:

- Zero-based budgeting
- Year-over-year expenditures if zero-based not available
- Major maintenance repairs from reserve funds rather than budgeted in current year’s operating fund
- Pump system repairs will continue to be done on a “run to failure” basis
- No new funds will be planned for KID campus infrastructure in 2027
- Kachess Safety of Dams to be paid from capital funds
- Funding for Drought Mitigation Fund and Conservation Capital Project Reserve will return to previous levels
- Funding level for Equipment Replacement Reserve Fund to be determined
- Discontinue one-time revenue sources only used for one-time expenditures
- Interest income on the general operating fund to be treated as one-time revenue
- Target Carryforward Operating Reserve at 33% assessment revenue per Policy 2.38, Fiscal Policy

EXECUTIVE SESSION: None

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President McKenzie called for a motion to adjourn.

Vice President Huffman moved to adjourn at 10:27 a.m. Director Ward seconded. All present voted in favor and the motion carried.

Attest:



David McKenzie, Board President
Minutes Approved September 15, 2026

Witness:



Jason McShane, District Manager

Prepared by Lori Gibson