MINUTES
SPECIAL BOARD MEETING-AUGUST 11, 2025
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The special board meeting was called to order by President Ron Smith at 2:15 p.m. Present were Directors Jason Bolin, Andy Judd & Dan Keller (via zoom) Jim Milton, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd and Assistant Laurie Beth Hood. Norman Semanko of Parsons Behle & Latimer was also present via zoom.

There were no public comments.

The purpose of this meeting was to conduct an interview with Jacobs Engineering in accordance with RFQ for engineering services, for the Canal Replacement Project. (Design & Project Management).

Jacob's agenda was as follows:

a. Introductions of Jacobs staff: Todd Hunziker - Project Manager, Brittany Hughes - Project Engineer, Todd Cotton-Geotechnical, Ed Thomas – Special Projects, Jen Bader – Environmental and Dan Buonadonna – Canal Rehab. Each participant gave a short presentation on their area of specialty.
b. Project understanding, key challenges and implementation plan – both technical and funding issues
c. Near term priorities for preliminary design
d. Geo-technical explorations
e. Special projects
f. Environmental compliance
g. Cost saving alternatives

The Project Manager, Todd Hunziker reviewed the Implementation Plan for the Upper Main canal:

a. Install 4.5 miles total of four phase box culvert construction
b. Fall and winter labor would ensure water deliveries
c. Jacobs is endorsed by Whitaker Construction

Ed Thomas, Special Projects, discussed the Lower Main Canal: they will prioritize special projects to maintain the existing lower canal and the optional tunnel construction:

a. Automate Wasteway #2 at MP 5.5
b. Replace Fire Damaged CMP Pipe Bridge at MP 7.3
c. Repair Footing Erosion at MP 9.1 Pipe Bridge

Jacobs recommendation for moving forward, with the goal being a shovel ready project as quickly and efficiently as possible, is as follows: These are the near-term priorities for preliminary design:

a. Jacobs stated that data collection this fall is essential
b. Early actions are to include:
    1. Geotechnical explorations – observations on the canal's condition, geotechnical investigative methods and time frames for this exploration were discussed.
    2. Surveying
    3. Hydraulic modeling
    4. Preliminary design and cost estimating
    5. GM/GC procurement
    6. Landowner outreach
c. Jacobs stated that adapting as they go is critical
    1. Early construction work is desirable
    2. Funding and permitting opportunities and constraints
    3. Timing is everything because Jacobs realizes that YTID water delivery cannot be interrupted.

Jen Bader discussed the potential for fast tracking environmental permits to complete the following projects, as well as the Main Canal Replacement project. Jen Bader stated that their environmental permitting team is ready to begin at any time.

1. MP 7.3 Corrugated Metal pipe
2. MP 3.8 Corrugated Metal pipe with Steel pipe bridge
3. MP 901 Corrugated Metal Pipe bridge footing repairs.

Dan Buonadonna gave a presentation on a possible cost-saving alternative, called split can steel slip lining, should funding not be available for the preferred replacement option. The pros and cons of the box culvert option vs the split can steel slip lining option were discussed.

After the presentation, the Manager discussed the need for Jacobs to maintain a focused approach, due to the requirements for using the funding that will be received from the Bureau of Reclamation. Jacobs noted that permitting is the critical path to fast tracking the canal replacement and noted that they would be able to bring in more resources from their other offices to assist with this. They also stated that they would be able to offload their smaller projects to focus on YTID needs.

The Manager also discussed safety issues with the projects. Jacobs noted that each contractor will be responsible for the safety of their employees, however, Jacobs will be able to conduct safety audits and issue "stop work" orders to address any safety concerns. In addition, Contractors could also be required to adopt the safety policies currently maintained by the District.

The Manager also asked Jacobs how they would monitor sub-contractor invoicing to ensure they are providing documentation and receipts that could be provided to the State Auditor.

All Jacobs staff left the meeting at approximately 4:35 p.m.

At approximately 4:40 p.m., President Smith declared that the Board would go into executive session per RCW 42.30.110 (i) and RCW 42.30.110 (iii) to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation, and legal risks

of proposed actions or current practices, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, and Real Estate matters in accordance with 42.30.110 (1)(b). The duration of the executive session would be 10 minutes. The Executive session would be concluded or extended by public announcement at the conclusion of the 10-minute period. At 4:50 p.m., the executive session ended.

There being no further business, the meeting was adjourned at 4:50 p.m. by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SEC. MANAGER