MINUTES
REGULAR BOARD MEETING – SEPTEMBER 11,2025
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by President Smith at approximately at 11:30am. Present were Directors Jim Milton, Andy Judd, Dan Keller via zoom, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, H.R. Safety Manager Mandy Burkett, Project Coordinator Josh Akehurst, Administrative Assistant Laurie Beth Hood, Norman Semanko of Parsons Behle & Latimer, (entered meeting at approximately 11:40am) Nancy Twineham of CLA (via zoom) and Todd Hunziker of Jacobs (entered meeting at approximately 12:00 pm)

The Executive session was tabled until Norm Semanko arrived.

There was one visitor: A YTID water user, Donna Halliday, came solely to observe the meeting.

A motion was made by Director Milton, seconded by Director Judd and passed, to approve the following Consent Items:

a. Approve September 11, 2025 Board Meeting Agenda
b. Review/Approve August 14, 2025 Regular Board Meeting Minutes
c. Payroll for August 2025 - $132,260.27

A motion was made by Director Milton, seconded by Director Judd and passed, to approve the regular bills for August 2025, in the amount of $676,899.81

A motion was made by Director Milton, seconded by Directo Judd and passed, to approve the special bills (included in the check register-presented separately for approval)

(F) – Fire

a. Valley Title (KGA)	$75,000.00
b. (F) – Columbia Ind Coating	$89,962.08
TOTAL:	**$164,962.08**

At Approximately 11:40 p.m., President Smith declared that the Board would go into Executive session: In accordance with 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 this executive session would be approximately 20 minutes and would be concluded or extended, via public announcement, at 12:00 p.m. At approximately 12:00 p.m., the executive session was extended via public announcement an additional 10 minutes. The executive session ended at approximately 12:10 p.m.

During the Executive session, the question was asked if the water turn off date of October 1st could be extended to October 6th. The Manager strongly advised against moving the date back due to the amount of work that needs to be completed this fall. Work scheduled includes items in response to the Rimrock retreat fire for risk mitigation efforts, survey work necessary for permitting and design efforts to obtain funding, Geo-technical boring work, installation of 2 debris fences installation of the remaining cover on the canal and repairs to the canal itself. The point was made that crews may not be able to finish necessary work if the October 1st shut-off date is changed. Therefore, it was the consensus of the Board that a Special Board Meeting be held on Wednesday, September 17th at 12:00 p.m., to further discuss the water shut-off date and to review Jacob's Task Orders and the MSN contract. Director Keller requested that the Manager provide an update for the water users on work progress after the Rimrock retreat fire and plans for the canal replacement alternatives/funding opportunities.

The Manager reported on the monthly budget report and reserves. He noted that power generation is noticeably down from prior years. Many line items for 2025 are below budget because of grant money received and the postponement of some capital improvements. The B.O. R. released their 2026 O & M costs, which have increased. Budget preparation is in process for the 2026 season for water costs as well as staff evaluations and salaries. The spread sheet provided does not include the 8.5 M YTID received from WA. State.

A motion was made by Director Judd, seconded by Director Milton and passed, to approve the following water shares transfer:

WATER SHARES TRANSFER:

		EXISTING SHARES	*TRANSFERRED SHARES*	*RESULTING SHARES*
FROM:	*171333-21411 CHARLES R. SELL*	*3.14*	*-2.00*	*1.14*
TO:	*171328-34406 CHARLES R. SELL*	*0.0*	*+2.0*	*2.0*

A motion was made by Director Milton, seconded by Director Judd and passed, to approve Resolution 2025-15 – Approving Land Purchase Negotiations and Authorization of Associated Engineering services.

A motion was made by Director Milton, seconded by Director Keller and passed, to approve Resolution 2025-16 – Authorizing a contract with HLA Engineering and Land Surveying, Inc., for surveying and mapping services for the Main Canal Replacement Project.

It was the consensus of the Board that Item 12 to "approve anticipated Geotechnical Boring Contract for Canal Design" be tabled until the Special Board Meeting to be held on Wednesday, September 17th at 2:00 p.m.

A motion was made by Director Milton, seconded by Director Judd and passed, to approve the District Manager to attend the Infrastructure Assistance Coordinating Council conference in Wenatchee on October 6-7.

A motion was made by Director Milton, seconded by Director Judd and passed, to approve the Board and Management staff to attend the WSWRA Annual conference in Spokane on December 3-5.

The Manager reported on the FEMA Hazard Mitigation plan and shared that the process is still ongoing. There are several activities that YTID will need to coordinate mitigation responses to, however, this task is currently on the backburner. Travis would like the staff to get together at some point in the future to work through the activities and come up with an action plan. There is also a great deal of uncertainty available funding from FEMA at this point as well.

The Manager announced that Jim Milton's term expires December 31st. Declaration of Candidacy's are due October 6th and the potential election will be on December 9th, 2025.

CLA report: Nancy Twineham was unable to give the progress report as she left the Board meeting at approximately 12:30 p.m. In her absence the Manager provide the update:

a. Assistant Treasurer Position interviews are to be held on September 18th.
b. Vision financial Software transition is in process for both payroll and financials.
c. CLA is assisting us with district processes and segregation of duties, with the intent that after the Assistant Treasurer position is filled, a third person may be hired to work the front office.

Mandy Burkett gave the H/R and Safety report:

a. H/R:
    1. Mandy has been converting the AS400 payroll program over to the new Vision software program. She is also working with both CLA and the Vision team to get this up and running.
    2. Interviewing for the Assistant Treasurer position September 17th.

b. Safety – safety committee report/updates
    1. They are conducting the end of year safety training.
    2. There was just one minor vehicle accident to report.

Assistant Manager and Project Coordinator report:

a. Maintenance activities: The crew is currently adding new water deliveries per customer requests and doing maintenance on turnouts which includes the following: flushing screens, refreshing the node markers and weed eating around turnouts. They have also been working on flow checks and getting ready for end of water season.
b. Junior continues to walk the canal. We have slightly lowered the water level which will enable Junior in marking areas for repair in the off season.
c. The Hydros are producing power and working good.
d. Staff are working with Jacobs to coordinate off-season maintenance with Task Order activity.
e. The mechanic put a new water tank on the canal buggy and is also ensuring that all equipment is functional for year end work.
f. Staff was able to postpone a planned Pacific power outage until after the YTID irrigation water shut-off that was originally set to occur on September 9th. (This outage may have affected our pump stations). The outage will now take place sometime late October thru November 2025.
g. Storm is working with Point & Pay to finish up the customer on-line payment option two-step authentication and should go live soon.
h. Chetu program update: They are fine tuning the use of a CSV file to deliver timecard information directly from Chetu into Vision and we have received the green light to do a test run.

Jacobs Engineering Report: Todd Hunziker

a. Jacobs provided drafts of two new task orders that will be discussed in detail at the Special Board meeting scheduled for September 17th : Task Order 21- for the 2024 Retreat Fire Mitigation Amendment and Task Order 1 – The Upper Main Canal Preliminary Design Scope.

b. Discussion at the Special Board Meeting will also include the MSA contract proposal.

Manager Report with Travis Okelberry:

1. The Manager and Ron Smith will be attending the NWRA 2025 Annual conference on November 5-7 and the Manager asked if any other Board members will attend, so he can provide the necessary registrations.
2. The Manager is working on office staff salaries and the budget preparation to provide at the October Board meeting.
3. The new BOR Acting Regional Director, Rolland Springer, is scheduled to visit the District on September 11, 2025, and will tour the canal with the Manager.
4. River Ops/TWSA Water Forecast and SOAC report- The 2025 water year was unusually mild because there were few frost events or heat domes. The proration rate dropped to 40% and storage is at 43.2% of average. Precipitation for the water year is at 77% of average. Water in storage at the 5 reservoirs is the lowest on record since 1971, therefore the carryover for 2026 could be the lowest on record.
5. A motion was made by Director Milton, seconded by Director Judd and passed, to authorize theManager to send a letter in response to the Trout Unlimited request.

6. Main canal replacement project:

a. Funding: The Manager has submitted a $240M EXM loan request from USBR. In addition to a separate $200M request from the One Big Beautiful Bill (OB3) funds. We have also received 8.5M from the State. The Manager is also looking at other funding avenues that may be available through the State. The Manager also has received a support letter from Rep. Newhouse.
b. YTID is currently in MSA contract negotiations for Engineering services with Jacobs Engineering.
c. Looking at alternative delivery methods to possibly use a GCCM contractor, which would require Washington State board approval.
d. Permitting: The Manager spoke with Chris Duke from the B.O. R. to see if the permitting could possibly be fast tracked.

e. Next steps for canal project are public outreach and holding an election to approve up to $80M in debt service. The Manager is currently evaluating the impact of this debt service on water assessments.

f. YTID had an article regarding the canal in the WA Post that is front page news in WA. D.C. today.

g. The Manager will engage growers and water users once State and Federal funding sources are known. At that point, the district will have needed clarity for the specific financial "ask" required to complete the canal replacement project. Funding determinations should be released Nov/Dec.

Per legal counsel, it was determined that the Web Site water shut off notice should read as follows: "The water shut off date is currently set for October 1, subject to additional consideration by the Board."

There being no further business, the meeting was adjourned at approximately 1:45 p.m. by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SECRETARY-MANAGER