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Executive Assistant
Kennewick Irrigation District
12 W. Kennewick Ave.
Kennewick, WA 99336

<p style="text-align: center;">KENNEWICK IRRIGATION DISTRICT RESOLUTION 2012-03</p>

ESTABLISHING A PLANNING COMMITTEE

WHEREAS, the Board of Directors has determined that creating a Planning Committee would be beneficial to the District by providing additional expertise and input from community members; and

WHEREAS, the members of the committee shall be selected without regard to political affiliation and shall serve without compensation; and

WHEREAS, the Planning Committee is hereby created, and shall not supplant administrative input to the Board of Directors, nor in any way interfere with the administrative staff functions involving the day-to-day operations of the District, but compliment staff input through utilization and application of the special expertise possessed by its members; and shall operate in the following manner:

1. The members of the committee must be KID water users or property owners, and may be broadly representative of the District provided, however, that in making appointments to the committee, the Board of Directors shall consider any expertise the potential appointee may have with regard to the subject of irrigation district operation and management, or other skills deemed by the Board of Directors to be beneficial to the District; provided that at any one time there shall be least one (1) member and not more than two (2) members representing the perspectives of each of the following types of water users:
 - A. Urban (Residential, commercial, or institutional water users located in an urban growth area.)
 - B. Rural (Non-urban, rural residential located in either a rural area or an urban growth area.)
 - C. Agricultural (Parcel or an aggregation of parcels totaling ten acres or more, non-urban, devoted primarily to agriculture.)
2. The Committee will consist of five positions, appointed to four year terms. The following positions and initial terms are established and appointments made:

Position 1	Tim Berk	Expiring December 31, 2014
Position 2	Jeff Lutz	Expiring December 31, 2014
Position 3	Vacant	Expiring December 31, 2015
Position 4	Vacant	Expiring December 31, 2015
Position 5	Vacant	Expiring December 31, 2016

3. The Board President shall appoint a Board Liaison to the committee annually from the Board of Directors, who shall serve in a non-voting capacity; and
4. The committee may, by majority vote, recommend to the Board of Directors removal of an appointed member upon such grounds as may be deemed appropriate by the committee and the Board of Directors, by majority vote, may remove any appointed member of the committee and declare the position vacant; and
5. The committee shall elect its own chairperson and vice chairperson and create and fill such other positions as may be deemed appropriate by the committee; and
6. The Committee shall adopt bylaws which, among other things shall describe the process for filling vacancies; and
7. The committee shall hold regular monthly meetings at 3:30 p.m. on the third Monday of each month and special meetings as necessary; and
8. The committee shall adopt rules and procedures for transaction of business, and it shall keep a record of its meetings, resolutions, transactions, findings and determinations, which records shall be open to public inspection; and
9. Three members of the committee shall constitute a quorum for the transaction of business; and
10. The committee is tasked with examining and formulating recommendations to the Board of Directors regarding issues including but not limited to:
 - A. Long- term water supply planning
 - B. Drought planning and preparedness
 - C. Surplus land disposal strategic planning
 - D. Legislative changes (local, state and federal)
 - E. Private line area planning
 - F. Annexations/De-annexations and Inclusions/Exclusions
 - G. Existing/future service areas and levels of service
 - H. Issues referred by the Board, the Board President or the District Manager
11. The expenditures of the committee, exclusive of donations, shall be limited to appropriations made by the Board of Directors for the committee function; and

12. The services and facilities of the District departments, as approved by the District Manager, shall be utilized by the committee in performing its duties, except that services of outside consultants may be obtained for a temporary period of time when authorized by the Board of Directors; and
13. All services requiring appropriations shall be submitted through the budgets of the various departments of the District; and
14. All appointees to the Committee shall sign an annual disclosure statement; and
15. The staff of the departments of the District, as assigned by the District Manager, shall provide staff assistance and shall also serve to facilitate communications by the committee to the Board of Directors; and
16. The committee and its members shall deal with employees of the District and District-employed consultants, contractors, customers and other District staff only through the District Manager or administrative staff assigned by the District Manager.

NOW, THEREFORE, BE IT RESOLVED that the Kennewick Irrigation District's Board of Directors authorizes the creation of the Planning Advisory Committee as described herein,

RESOLUTION 2012-03 IS HEREBY ADOPTED by the Board of Directors of the Kennewick Irrigation District, Benton County, Washington at an open public meeting thereof this 3rd day of January, 2012.



 GENE HUFFMAN, President


 PATRICK McGUIRE, Vice President


 DAVID McKENZIE, Director


 KIRK RATHBUN, Director


 JOHN A. JAKSCH, Director

Approved as to form: 
 Brian Hiler, District Legal Counsel