



BOARD OF DIRECTORS REGULAR MEETING

Tuesday, March 10th, 2026 – 9:00A.M.

Dial in by phone: +1 323-538-4434 ~ Phone conference ID: 252 947 327#

AGENDA

1. Consent Agenda (approved with one motion).
 - a. Minutes of February 10, 2026, Regular Board meeting.
 - b. Status of Investments Report – February 28, 2026.
 - c. Treasurer’s Report– February 28, 2026.
 - d. Bank Reconciliation– January 31, 2026.
 - e. Bank Reconciliation– February 28, 2026.
 - f. *Claims.
2. 2026 Water supply update and drought preparations.
3. Treasurer/Bookkeeper description update.
4. Watermaster’s report.
5. District Manager’s report.
6. Policy Director’s report.
7. Engineering Manager’s report.
8. Executive Session:
 - a. Executive session pursuant to RCW 42.30.110(1)(i). Potential and pending litigation- State v. Acquavella.
 - b. Executive session pursuant to RCW 42.30.110(2)(a)(iii). To evaluate the legal risk of a proposed action.
 - c. Executive session pursuant to RCW 42.30.110(1)(b). Selection of a site or the acquisition of real estate.

Item #1

REGULAR MEETING MINUTES

February 10, 2026

The Board of Directors for the Roza Irrigation District convened in regular session on Tuesday February 10, 2026. Present were President Ric Valicoff, Vice-President Jim Willard, Director Tanner Winckler, Director Jason Don, Director Jason Sheehan, and District Manager Scott Revell. Engineering Manager Wayne Sonnichsen, Watermaster Dave Rollinger, Assistant Watermaster Aaron Wiederspohn, Maintenance Superintendent Dave Clampitt, Policy Director Sage Park, Assessment Clerk/Assistant Secretary Kristel Espinoza, Roza Consultant Chris Lynch, and District Attorney Brian Iller

Via telephone conference: Will Jones, Urban Eberhart – District Manager, Kittitas Reclamation District and Troy with Golden Gate Hop Ranch.

Audience members included: Will Roy with Steiner.

The President called the meeting to order at 9:02 A.M. and requested the Board consider the consent agenda as presented:

- a. Minutes of January 6, 2026, Regular Board meeting.
- b. Status of Investments Report – January 31, 2026.
- c. Treasurer’s Report– January 31, 2026.
- d. Claims.

The following claims are approved for payment: payroll numbers 29706 & 29707 in the amount of \$364.16. Voucher numbers 72972 – 72973, 73020 – 73039, 73040 – 73093, 73094 – 73134 & 73144 -73216 in the amount of \$1,424,789.59. Electronic payments 01-2026, 01-26, 02-26, 03-26, 1-26, 12-2025, 12-25, 12-3125, 2-26, 26-01, 26-02 and 26-03 in the amount of \$504,145.27 from the period of January 2, 2026, to February 10, 2026.

It was moved by Mr. Willard, seconded by Mr. Sheehan, and unanimously passed to approve the consent agenda.

District Manager Revell reported that Reclamation will issue the first water supply forecast for the proratable irrigation districts on March 5th and noted the snowpack is currently 36% of average in the upper Yakima River mainstream basin and 48% average in the Naches River basin and reservoir storage is 132% of average. Director Don inquired about tracking future snow events. Troy with Golde Gate Hop inquired about state funding for fallowed ground. Mr. Revell noted there were no state funds. Engineering Manager Wayne Sonnichsen presented 35% and 45% proration scenarios without leases water. The Board and Staff discussed at length the issues and options of leasing water, length of shutting down the main canal as well as the effects of a shutdown on the main canal.

Roza Consultant Chris Lynch reported on the 2026 water year to date which are below average and discussed with the Board the various scenarios with the Board. Mr. Lynch reported on the current reservoir content and the total precipitation trends and past drought patterns.

District Manager Revell presented the Board with the 2026 - 2030 capital improvement plan which was last updated in March 2024 and synchronized to the Enclosed Conduit System plan and the Pump Station Replacement plan. Mr. Revell noted 2024 & 2025 have been deleted and

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February 10, 2026

2029 & 2030 have been added in their place. The updated plan addresses pump station replacements, station service transformers, service panels, testing of all pumps every five years, Wasteway 5 re-regulation reservoir pump testing, pump tube replacements, initial replacement of old McCrometer flow meters, additional tree removal, and rehab gravel packs annually among other prioritized projects. Following discussion, Mr. Willard moved, seconded by Mr. Don and unanimously approved the 2026 – 2030 capital improvement plan.

District Manager Revell reported on the non-union wage rate increase which included a 2.5% cost of living adjustment for non-union employees in the 2026 budget. Additional discussion by the Board at the January meeting caused the Board to express support for increasing the non-union cost of living adjustment by an additional 1.5%. Following discussion, Mr. Don moved, seconded by Mr. Sheehan, and unanimously approved to adopt the non-union wage rate displayed in Attachment 1 to increase the rates by 1.5% effective on February 16, 2026.

District Manager Revell summarized for the Board the Wasteway 5 Re-Regulation Reservoir funding timeline. The federal 1994 Yakima River Basin Water Enhancement Project (YRBWEP) funded the project. The district accumulated \$9.5 million over several years in a fund dedicated to the project and a \$6 million letter of credit through Banner Bank. The final reimbursement from United States Bureau of Reclamation occurred in 2018 and the letter of credit from Banner Bank was not utilized.

District Manger Revell updated the Board on the Treasurer/Bookkeeper position. Jody Williams will retire in mid-April. Recruitment to fill the position will begin shortly and a series of initial tasks will begin to transition to other staff in February.

Assistant Watermaster Dave presented, and the Board reviewed the Watermaster's monthly report.

District Manager Revell presented, and the Board reviewed the District Manager's monthly report.

The President declared the Board to be in executive session for an estimated thirty minutes beginning at 10:30 A.M. pursuant to:

- a. Executive session pursuant to RCW 42.30.110(1)(i). Potential and pending litigation- State v. Acquavella.
- b. Executive session pursuant to RCW 42.30.110(2)(a)(iii). To evaluate legal risk of a proposed action.
- c. Executive session pursuant to RCW 42.30.110(1)(b). Selection of a site or the acquisition of real estate.

President Valicoff returned at 11:00 A.M. and noted the Board would be in executive session for an additional five minutes.

The President returned the Board to regular session at 11:06 A.M.

Policy Director Sage Park presented, and the Board reviewed the Policy Director's monthly meetings report.

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Engineering Manager Wayne Sonnichsen presented, and the Board reviewed the Engineering Manager's monthly report.

No further business appearing and upon motion duly made, seconded, and unanimously passed, the Board did there upon adjourn at 11:24 A.M. on Tuesday February 10, 2026.

ATTEST:

SECRETARY

PRESIDENT

**ROZA IRRIGATION DISTRICT
STATUS OF INVESTING ACCOUNTS
February 28, 2026**

BANK	\$ AMOUNT	INTEREST EARNED	INTEREST RATE	BALANCE
L.G.I.P.	\$17,855,776.74	46,351.14	3.7416%	\$17,902,127.88
U.S. - MIA INV.	\$306,190.14	22.50	0.0898%	\$306,212.64
U.S. - SAVINGS	\$18,240.24	9.17	0.05%	\$18,249.41
U.S. - CHECKING	\$247,786.61	27.91	0.01%	\$247,814.52
			TOTAL	\$18,474,404.45

**ROZA IRRIGATION DISTRICT
STATUS OF INVESTMENTS
February 28, 2026**

INVESTMENT	RATE	MATURE	EXPENSE	TOTAL
			0.00	0.00
TOTALS:			0.00	0.00

TOTAL OF ALL CASH	18,474,404.45
MINUS RESTRICTED CASH	0.00
Reserve/Memo\$	
(Drought)	1,562,678.07
(WSD)	4,755,366.41
TOTAL O & M CASH	12,156,359.97

ROZA IRRIGATION DISTRICT
TREASURER'S FINANCIAL STATEMENT
February 28, 2026

	EXPENSE	CONST.	RESERVE	MEMO	TOTAL
Balance First of Month	14,668,987.90	307,711.29	0.00	0.00	14,976,699.19
Collections	4,147,134.63				4,147,134.63
Miscellaneous	50,163.03				50,163.03
Matured Investments					0.00
Interest	46,461.24				46,461.24
Transfers					0.00
TOTAL	18,912,746.80	307,711.29	0.00	0.00	19,220,458.09
LESS:					
Voucher Checks Issued	157,013.86	0.00			157,013.86
Misc. Checks Issued	605,895.05			0.00	605,895.05
Tier 2 Checks					0.00
NSF Check Returned					0.00
Bank Charge	224.03				224.03
Void Check	-17,079.30				-17,079.30
TOTAL PAID	746,053.64	0.00	0.00	0.00	746,053.64
Balance End of Month	18,166,693.16	307,711.29	0.00	0.00	18,474,404.45

ROZA IRRIGATION DISTRICT
BANK RECONCILIATION
January 31, 2026

BANK

Checking	\$	465,396.20
Savings	\$	9,789.68
Mia Inv.		\$14,516.55
Lgip	\$	14,733,776.74

Bank Balance:	\$	-
Less Outstanding Checks:	\$	246,779.98

BALANCE \$ 14,976,699.19

BOOK

Checking	\$	218,616.22
Savings		
Expense	\$	14,450,371.68
Construction	\$	307,711.29
Farm Loan 1%	\$	-
Memo	\$	-
Reserve	\$	-

Total Savings:	\$	14,758,082.97
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Less: NSF Check		0.00
Less: Bank Error	\$	-
Add: Bank Error		

BALANCE \$ 14,976,699.19

ROZA IRRIGATION DISTRICT
BANK RECONCILIATION
February 28, 2026

BANK

Checking	\$	309,827.77
Savings	\$	18,249.41
Mia Inv.		\$285,760.25
Lgip	\$	17,902,127.88

Bank Balance:	\$	-
Less Outstanding Checks:	\$	62,013.25

BALANCE \$ 18,453,952.06

BOOK

Checking	\$	247,814.52
Savings		
Expense	\$	17,918,878.64
Construction	\$	307,711.29
Farm Loan 1%	\$	-
Memo	\$	-
Reserve	\$	-
Total Savings:	\$	18,226,589.93

Less: NSF Check	0.00
*** Less: Bank Error	\$ 20,452.39
Add: Bank Error	

BALANCE \$ 18,453,952.06

*** USBR payment receipted in as February
and Bank now show's it posted as 3-2-26

Item #2



To: Board of Directors
From: Scott Revell, District Manager *Scott*
Date: March 10, 2026
Re: 2026 Water Supply Update & Drought Preparations

Every drought is a bit different. The water supply forecast is updated monthly and can increase or decrease based on changing conditions in the basin. Roza adapts its operating plans as the drought unfolds to extend the irrigation season as far into September as possible because 2/3rds of the crops in the District are harvested after September 15. By early June, Roza has done most of the things that we can do for the season. Each irrigation district manages their allocation a bit differently due to their crop mix.

- ✓ The March water supply forecast is 44%. The low end forecast is 31% supply. The high end forecast is 68%. The next water supply forecast will be issued on April 9, 2026.

- ✓

<u>Reservoir storage status on March 5, 2026</u>	<u>Capacity (Ac. Ft)</u>
Keechelus 82%	157,800
Kachess 60%	239,000
Cle Elum 78%	436,900
Bumping 70%	33,970
Rimrock 87%	198,000
Total 76% of capacity	1,065,670

- ✓ Water in storage is **127% of average (down from 132% in February)**.
- ✓ Cumulative combined precipitation at the reservoirs is **106% of average (down from 117% in February)** for the 2026 water year to date which began on Oct. 1, 2025.
- ✓ On the Yakima River mainstem (Snoqualmie Pass arm) **snowpack is 34% of average (down from 36% in February and 55% in early Jan.)** and on the Naches River arm (White Pass side) **snowpack is 50% of average (up from 48% in February, but down from 66% in early Jan.)**.
- ✓ The state drought declaration runs through April 7, 2026 and is expected to be extended in early April.

2026 Drought Year Water Supply Scenarios (Sept. 30th season end)

- ✓ At least one shut down of at least 15 days, and possibly two shut downs.
- ✓ Severely restricted delivery rates after prorationing begins.
- ✓ The season will end at least three weeks early and possibly sooner.

Supply %	Start of Pro-rationing	1 st shut-down	2 nd shut-down	Delivery Amounts	Notes w/out leased water
35%	April 15	15 days	15 days	33 days at 2.7 gpm/ac 16 days at 2.4 gpm/ac 87 days at 1.8 gpm/ac	30 total days off Season needs to end at least 5 days earlier to avoid bare min. deliveries
35%	May 1	15 days	10 days	14 days at 2.7 gpm/ac 36 days at 2.4 gpm/ac 79 days at 1.8 gpm/ac	25 total days off (off 7 days in June) Season needs to end at least 5 days earlier to avoid bare min. deliveries
44%	April 15	15 days	10 days	49 days at 3.6 gpm/ac 35 days at 3.0 gpm/ac 36 days at 2.4 gpm/ac 17 days at 1.8 gpm/ac	25 total days off. Shorter 2 nd shutdown due to increased supply (could be adjusted)
44%	May 1	15 days	N/A	31 days at 3.6 gpm/ac 32 days at 3.0 gpm/ac 35 days at 2.4 gpm/ac 38 days at 1.8 gpm/ac	Similar to 2025 season 15 days off Too late for a 2 nd shutdown w/out going into June by 7+ days

- ✓ Variables that can be adjusted:
 - Longer or shorter shutdowns (including going into a few days into June if acceptable)
 - Revised delivery amounts
 - A different targeted season end date (earlier or later)
 - Leasing senior rights water
- ✓ Prorationing occurring before April 15 provides more flexibility on the calendar.
- ✓ A second shutdown loses somewhat more water (800 to 1,000 AF vs. 750 AF) because it guarantees another canal draining & re-filling cycle.
- ✓ 2015 operations: June 1-July 13 1.8 gpm/ac July 14 to end 3.0 gpm/ac

Major Variables in Drought Years

- ✓ **Snowpack:** More than 50% of the water distributed starts off as snow. There is more water in the snow than in all five reservoirs combined. The snowpack is the sixth reservoir.

There are several variables which affect the way in which the snowpack influences the water supply each season:

- Temperatures in late spring. The melt off pattern greatly influences how the water supply unfolds (slower is better). Low elevation snow runs off sooner.
- How the snowpack is distributed between the Naches River and Yakima River arms.
- Higher elevation snow (above 5,000 feet +/-) may be in better shape in some years and be above most of the sno-tel sites, which means it doesn't show up in the data.
- The proportion of snow that is in lower elevations (e.g. below 3,000 feet).
- There is less higher elevation land mass above 5,000 feet on the Snoqualmie Pass arm of the system compared to the White Pass (Naches basin) side.

Snow Water Equivalent (SWE) is a measurement of the amount of water in the snow. Satellite snow water equivalent (SWE) data don't necessarily match on-ground measuring data. Infrared satellite imagery of snow depth can show more (or less) snow depth than the Sno-Tel sites in some years. Most of the Sno-tel sites are sited between 4,000 and 5,000 feet in elevation.

- ✓ **The Proration Date:** Prorating occurs when spring runoff tapers off and the flow target at Parker, near Sunnyside Dam, is being met with releases of stored water. An earlier proration date allows Roza more time to adapt. The best estimate in 2026 based on current conditions is that prorating will begin in the second half of April.

Prior drought year proration dates:

2025	2024	2015	2005	2001	1994
May 20	May 21	April 15	April 6	May 1	May 1

- Prorating only affects the "proratable" water right holders (w/ May 10, 1905 priority dates) and can occur when some of the reservoirs are still filling, but combined inflows exceed combined outflows.
- When USBR determines that prorating has begun, the amount of water in the bucket for each proratable district for the irrigation season is set.

Examples of how the proration date affects Roza’s water supply for the season (as a per centage of the April 1 to September 30 entitlement) in a hypothetical 40% supply season:

Supply forecast	Proration date	Supply for season	
40%	April 1	40% +/-	0 days on before drought restrictions begin
40%	April 15	42% +/-	15 days on before drought restrictions begin
40%	May 1	44% +/-	30 days on before drought restrictions begin
40%	May 15	47% +/-	45 days on before drought restrictions begin
40%	June 1	51% +/-	61 days on before drought restrictions begin

- Each percentage point on the water supply forecast equals four days of running time at the lowest flows that the canal system can be operated at.
- Water cannot be moved from the early season to later in the season until prorating starts, this means that there is no benefit to shutting the system down before prorating begins.

Summary of Prior Drought Years and the Roza Irrigation Season

Year	Proration date	Initial supply forecast	Overall Season Supply*	Season End Date	Days shut down	Season Notes on Major Variables
2026	TBD	TBD	TBD	Sept 30 target	TBD	Mostly full reservoirs/good mountain & foothill moisture & overall precip/very low snowpack to date
2025	May 20	48%	40%	Sept 24	10	Very low carry over storage & decent snowpack. Very dry spring/supply dropped nearly all season. Very dry mountains/foothills
2024	May 21	73%	52%	Oct 12	10	Very low carry over storage & decent snowpack. Lower precip./dry irrig. season overall/wet June
2015	April 15	73%	47%	Oct 12	21	Full reservoirs/very low snowpack/dry spring (w/ 1 big rain event) very hot/dry June (113 degree heat dome)
2005	April 6	34%	42%	Oct 1	23	Colder winter/ultra-low snow pack/wetter spring-strong March precip
2001	May 1	38%	37%	Sept 24	21	Low carryover storage/cold dry winter/ultra-low snowpack & precip/wetter spring
1994	May 1	58% to 68%	37%	Sept 8	23	3 rd year of drought/very low carryover & low snowpack/dry winter & spring

*From the date of prorating to Sept 30th

✓ **Amount of Water Made Available Through Mid-season Canal Shutdown(s);**

Length of Shutdown	Net AF (after draining/filling @ 750 AF)	Days added in Sept/Oct at <u>minimum flows*</u>	Points (.3-.4gpm/ac) that could be added during the peak (if not added to Sept/Oct)
8 days	5,650	7	+2 pts. for 3 weeks 900AF= +1 pt/wk
10 days	7,250	9	+2 pts. for 4 weeks
12 days	8,850	11	+2 pts. or 4.9 weeks
15 days	11,250	14	+2 pts. for 6.2 weeks
21 days	16,050	20	+2 pts. for 8.9 weeks

*800 acre feet/day

Year	2025	2024	2015	2005	2001	1994
Days shutdown	10	10	21	23	21	23
End date	May 30	May 31	May 31	April 29	May 29	June 6

✓ **Amount of Water in the Five USBR Reservoirs:**

- Years with full reservoirs and low snowpack still result in severe drought (e.g. 2015).
- 2026 is tracking 200,000 acre feet behind 2015 for reservoir storage to date.
- Rimrock and Bumping Reservoirs will fill. Keechelus and Cle Elum Reservoirs will fill, or very nearly so. Kachess will be about 70,000 AF short of filling without more rain.
- The water year begins on October 1 the prior year and a dry Fall can often be a bad omen for the following irrigation season.

✓ **Weather Events During the Irrigation Season (heat dome, rain, cold front, etc.);**

- 2015 saw a major rain event on May 13 and a 113 degree heat dome in mid-June.
- Weather variability in June can greatly impact demand in June and affect management of the available water supply after June.
- 2023 had a very good snowpack but it came off very fast (and unfavorably) in May due to unusually hot weather.
- Precipitation for the remainder of the season. 1973 saw massive rain in early September, which made the season look much better overall than it was.

✓ **The Amount of Senior Rights Water Leased:**

Year	Acre feet	
2025	7,538	April water was not used (before prorationing)
2024	12,152	April water was not used (before prorationing)
2015	4,995	2 rounds of leases. 2 nd round was finished in late June
2005	23,300	
2001	16,800	

- ✓ **The amount of fallowed land within the District fluctuates annually:**

Year	Fallowed Acres (assessed & irrigable)	% of assessed irrigable land in district
2026	10,000+ (est.)	13.8%
2025	8,600	11.8%
2021	4,127	5.7%
2015	4,871	6.7%

These figures represent land where no crop was grown. These totals do not include lands that may be idled for market reasons, but irrigated at a reduced rate to keep the plants alive such as hops. Some forage growers may harvest fall seeded triticale or a first cutting of hay then idle land for the rest of the irrigation season. Some apple trees are also drip irrigated to keep the trees alive without fruit.

- ✓ **Canal Efficiency Levels will Fluctuate:** Seepage and evaporation losses are fairly constant, which means that there are higher inefficiencies as flows in the canals drop. Experience has shown in prior droughts that operating at a fixed delivery rate and adjusting the canal to meet that rate has resulted in much better and efficient water management, instead of keeping the canals at a set level and adjusting individual deliveries.
- ✓ **Crops can be 10 days +/- Early or Late & Sometimes More:** Most crops were over a week ahead of schedule in 2015, which resulted in an earlier harvest, which helped reduce demand earlier overall. Later than normal maturing crops can delay the demand drop off which usually begins in mid-August.
- ✓ **The Amount of Moisture in the Ground at the Start of the Irrigation Season:** Early Spring precipitation can significantly improve the soil moisture profile and reduce the impacts of shutdowns. Conversely, extra dry spring conditions can affect how shutdowns are implemented.

Roza Supply in Prior Drought Years

2015 diversion	176,000 af <u>+11,000 af</u> 187,000 af +/-	- w/ 11 KAF of leases & pump backs - leases added 7.5 days at min. flows
2005 Diversion	154,278 af <u>+28,381 af</u> 182,659	- 41% w/out transfers (49% tot. supply in 2005) - 28.3 KAF of leases & pump backs - Leases added 19 days +/- at min. flows
2001 Diversion Minimum flows in 2001 & 2005 were 600 cfs +/- (1,200 AF/day)	143,185 af <u>+16,818 af</u> 160,003 af	- 38% w/out transfers - 16.8 KAF of leased water (+14 days at min. flows) - 43% supply w/ transfers in 2001

Issues

1. Does the Board desire to begin leasing senior rights water in 2026? If so, how much?

The drought fund stands at \$1,564,334.02 as of 1/30/26. All eligible 2025 reimbursements from the state department of Ecology have been received. Leases could be used to lessen or prevent a second shutdown.

Senior Rights Water Lease Sources (@\$350/AF)

Entity	Acre feet	Cost	
SMID	7,600	\$2,660,000	Prorationing occurring in April or May would reduce the amount available. This water may not be able to be moved for use past Sept 30. 1,182.5 AF in April (not available if prorationing occurs May 1 or later) & 1,182.58 AF n May
New Suncadia	954.43 (up to)	\$ 334,050	May-Oct. No April water.
Mack Creek Ranch	285	\$ 99,750	Some of this tributary water is not available later in the season. The amount available to lease will depend on curtailment or when water is no longer in stream. Only avail. June-September. 3 AF in Oct.
SC Aggregate	142	\$ 49,700	Only avail. June-September. 3 AF in Oct.
Total	8,981.43	\$3,143,500	Adds 11 days at min. flows (400 cfs/day) if all April water is used

- ✓ 11,680 AF of senior water rights were leased in 2024.
- ✓ 7,538 AF of senior water rights were leased and diverted in 2025.
- ✓ 2026 leases should treat October water separately.
- ✓ Ecology has expressed a desire to lease up to 7,500 acre feet of SVID water for a fish pulse.

2. Staff’s assumption is that the Board expects to run the season through Sept 30, until that is determined to be unfeasible due to supply/weather/supplementation etc. and would prefer to run for a few days into October if possible.

3. Should the District base its operating plans at the official forecast amount or hedge somewhat in case the forecast drops?

The 2026 data to date do not indicate that 2026 will be better than the 2015 runoff pattern. The District’s hydrologist has advised that if the 2026 run off pattern is similar to 2015 the 2026 supply will be roughly 35%.

Item #3



To: Board of Directors
From: Scott Revell, District Manager
Date: March 10, 2026
Re: Treasurer/Bookkeeper Transition & Organizational Update

Attachment

1. Proposed updated Treasurer Position Description

Background

The District's longtime Assistant Treasurer/Bookkeeper will retire in mid-April. The job duties have been examined in detail and she has offered a series of suggestions to revise the job duties and streamline administrative operations. The job description will require formal revisions, and there will be a ripple effect on at least four other positions.

Separately the District is engaging with an accounting firm to scope and implement revisions which have been planned for some time to make budgeting less time consuming and more responsive to the Board's needs.

The Watermaster will also be retiring in the not too distant future, which will have a domino effect on several other positions and presents an opportune time to implement several changes that have been formulated over several months.

- The updated position description adding accounting experience and training, budgeting and more specific financial tracking duties. The District's contract accounting firm has advised that the revised skill set will necessitate a wage increase as proposed.
- Several administrative duties will move from the Assistant Treasurer position to the Assistant Assessment Clerk. A wage adjustment is proposed, partly due to superior performance over three drought years and partly due to the added duties. An initial series of task transitions began in February to other staff.
- The Safety Director will process and administer L & I workplace injury claims instead of the Assistant Treasurer.

The Safety Director position will also be moved to report to the Watermaster.

- Separately, the two Assistant Watermaster positions have also been examined in recent months and revisions to both position descriptions are proposed to better match the District's needs in the years ahead.

Both Assistant Watermasters have demonstrated that they can run the canal system, and more critically, that they can run it efficiently in extreme drought years. Both have demonstrated strong competency for seamless advancement when the current supervisors retire in the next few years.

The first Assistant Watermaster position is proposed to be revised to Assistance Watermaster-Pumps. This position includes canal automation technology and oversees the Pump Mechanics. The second Assistant Watermaster position was created in 2017 and was updated in March of 2022. This position has taken on major Main Canal construction project oversight.

It may be possible to eliminate a supervisory position in the next 3 to 5 years depending on how vacancies created by retirements are filled.

The three pump mechanics will all retire within a few years of each other over the next 7 to 10 years. There are times when a fourth pump mechanic is needed currently (start up, shut down, off season projects and during emergencies).

The irrigation districts above are each organized differently from Roza and do not always have equivalent positions to compare to for each Roza position. The canal systems operated by the three Columbia Basin Project irrigation districts are much larger than the Roza system, the complexities are more or less similar, although they do not have the drought year supply, automation and operating challenges or Endangered Species Act issues that Roza has, and their water supply is much more stable.

The combined annual fiscal impact is just under \$48,000 and is proposed to be effective at the beginning of the next payroll period, except for the new Comptroller/Treasurer position which will be effective when the position is filled, due to the newly added duties and education requirements.

Recommended Motion:

I move to authorize revisions to the Assistant Treasurer/Bookkeeper position description and wage adjustments as follows:

	Current Wage	Proposed Wage
Comptroller/Treasurer	\$85,675	\$100,000
Assistant Assessment Clerk	\$51,937	\$60,000
Assistant Watermaster-Pumps	\$116,251	\$125,000
Assistant Watermaster	\$103,396	\$120,000

Comptroller/Treasurer Job Description

Position Summary

The Treasurer directs and manages all financial functions of the Irrigation District in accordance with Washington State law and governmental accounting standards. This position ensures fiscal accountability, transparency, and compliance with RCW requirements governing irrigation districts and special purpose governments. The Treasurer plays a critical leadership role in safeguarding public resources and supporting sustainable water delivery through sound budgeting, internal controls, audit readiness, and long-term capital planning. The Treasurer reports to and works closely with the District Manager.

Essential Duties & Responsibilities

Accounting & Financial Operations:

- Manage and oversee all accounting functions including general ledger, accounts payable, accounts receivable, payroll, and fixed assets
- Prepare monthly, quarterly, and annual financial statements
- Maintain the integrity of financial records in accordance with GAAP and applicable governmental accounting standards (GASB)
- Oversee cash management, banking, investments, and debt service obligations
- Monitor district revenues including assessments, water delivery fees, and other charges
- Perform monthly bank reconciliations
- Maintain required tax filings (1099 forms, leasehold, sales/use)

Budgeting & Financial Planning:

- Assist in development of the annual operating and capital budgets
- Monitor expenditures and revenues throughout the year
- Provide financial reports and recommendations to the District Manager and Board
- Support long-term planning for infrastructure maintenance and improvements

Audit & Compliance:

- Prepare required annual reports and documentation
- Coordinate audits and accountability reporting with the Washington State Auditor's Office
- Ensure compliance with Washington State statutes and public records requirements
- Maintain internal controls appropriate for a small public agency

Administrative Support:

- Assist with Board meeting materials preparation
- Prepare financial materials for Board meetings
- Provide customer service support related to billing and account inquiries
- Maintain organized financial and administrative records

Qualifications

Education & Experience:

- Associate's or Bachelor's degree in Accounting, Finance, or related field preferred
- Minimum of 3–5 years of accounting or bookkeeping experience
- Experience in public sector, special purpose district, utility, or municipal accounting preferred
- Equivalent combination of education and experience may be considered

Knowledge & Skills:

- Knowledge of governmental accounting principles (GASB familiarity preferred)
- Strong bookkeeping and reconciliation skills
- Ability to work independently with minimal supervision
- High level of integrity and attention to detail
- Proficiency with accounting software and Microsoft Excel
- Strong communication skills for interaction with landowners, ratepayers, and Board members

Work Environment:

- Small office setting in a rural community
- Regular interaction with district staff, landowners, and elected Board members
- Position may involve cross-training in administrative functions due to small staff size

Compensation & Benefits:

- Salary commensurate with experience
- Participation in Washington State public retirement system
- Medical and other benefits as provided by District policy
- Paid holidays and leave benefits

About the District:

The District provides reliable irrigation water delivery to 72,500 acres of primarily agricultural landowners within its boundaries and is committed to fiscal stewardship, operational efficiency, and service to the local farming community.

Item #4



To: Board of Directors
From: Dave Rollinger, Watermaster DR,
Date: March 10, 2026
Re: Recent Past and Future Maintenance Work

Summary for February

Due to a late start digging next to state highway 24 on the P3L ECS project and the addition of the Pump 1 Low pipeline 1 and pipeline 2 upgrades, crews have started a 5-day x 10-hour work week.

Staffing

- Nick Zumwalt was hired as a full-time probationary employee on Monday March 2, 2026. Nick previously worked for Les Schwab's.

P3 Low ECS

- Crews finished laying pipe on the Pump 81.5 ECS project and are installing flowmeter bottoms and tops. Our pump mechanic will have to install automated bypass valve to control the pipe pressure when farmers turn off their water.
- Crews continue laying pipe on the Pump 3 Low ECS project next to Highway 24 and have approximately 2,500' of pipe left to install. Crews continue installing flowmeter tops and bottoms and are forming pads.

Distribution System Maintenance

- Crews continue cleaning open laterals with our 315 Caterpillar excavator and will continue until finished.
- Troubleshoots have installed all but two 6005 jobs and are waiting for a steel water box that failed a quality inspection and a flowmeter bottom to get back from powder coating.
- Burning crews continue to burn laterals canals, Main Canal and under shot drains. Burning has slowed due to the recent rain events.
- Trouble shooters grouted a 200' void under the floor on Wasteway 5 and have poured a 3" overlay over the original concrete floor to prevent any future damage.

- Crews finished the Main Canal cleanout for the year from MP 37.0 to MP 40.7 with our Caterpillar 330 excavator and Caterpillar D6 Dozer.
- Crews have removed 3 old Main Canal turnouts, sealed the old turnout pipe running through the canal bank with grout and recompact the canal bank back into place using our 315 Caterpillar excavator.
- Ditchrider are busy closing their individual beats making sure
- Crews Cleaned the silt and debris out in front of all Main Canal check structures and stilling wells using a 315 Caterpillar excavator, doing so will help maintain the proper upstream level and flows through the checks.

Pumps Mechanics

- Engineering and pump mechanics are working together calibrating all Main Canal check structures ensuring that the upstream levels and flows are correct.
- Pump mechanic's continue installing pumps, motors and rotator elements as they are delivered back from the vendors.
- The pump mechanics finished installing the new pump tubes suction tube at Pump 16 pump plant.
- Matheson Painting Inc. (MPI) sandblasted and sprayed coating inside of the pump tube running through the thrust block at Pump 3, the pump mechanics can now start the installation of the pump and bypass tubes and automated valves.
- IPS (Integrated Power Solutions) installed the pump and 700 HP motor at WW 5 Re-Regulation reservoir.

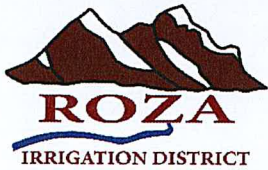
Weed Control

- Sprayers finished spraying Payload and Diuron on the Main Canal roadway from MP 11.0 to MP 32.8.

Projected for March

- Prime the Main Canal, gravity and pump laterals.
- Clean the garbage from the Main Canal before water.
- Continue burning the Main Canal, laterals, drains and under shots.
- Prime the Main Canal and gravity and pump laterals.
- Start spraying the Main Canal for vascular weeds.
- Continue working on and finishing the P3 Low and 81.5 ECS projects.

Item #5



To: Board of Directors
From: Scott Revell, District Manager *Scott*
Date: March 10, 2026
Re: District Manager's Monthly Update

Miscellaneous Items

1. The Cle Elum reservoir fish passage helix was tested last week and was functioning properly.
2. USBR staff have indicated that the additional storage space at Cle Elum reservoir will not be filled in 2026 if water is available due to administrative issues and complications. Roza, KRD and the Yakama Nation had advocated for filling the space if water was available.
3. Two other local irrigation districts are interested in purchasing the surplus 314 excavator. We are obtaining an opinion of value. The new machine is due to be received in May, and the surplus machine will remain in service until that time.
4. I am participating in an WSU project advisory committee for water in extreme weather management.

February Meetings Report

- ✓ Smolt Mortality Study Overview (Feb. 4th)
- ✓ Tri-State Portland (Feb. 5th)
- ✓ River Operations meeting (Feb. 5th)
- ✓ Integrated Plan Work Group and Implementation & Executive Committee (Feb. 11^h)
- ✓ Northwest Irrigation Operators Conference-Boise (Feb. 17th to 20th)
- ✓ USBR Facilitated Discussion with Senior Districts re: Curtailment and Water Management (Feb 26th).
- ✓ Yakima Basin Joint Board (Feb. 27th)

Item #6



To: Roza Board Members
From: Sage Park, Policy Director
Date: March 10, 2026
RE: Policy Director Report

Things I worked on:

1. Cloud Seeding – Update
2. Fiscal Year 2027 Federal Appropriations Request
 - o Aquifer Storage and Recovery - \$3 million
 - o Wasteway 6 Re-Regulation Reservoir
3. Water Leasing check ins and other drought preparation
4. Executed Intergovernmental Support Agreement
5. YBIP Federal Briefing Presentation


Meetings Attended:

YBIP Executive and Implementation Committee Meeting, February 11
Water Use Subcommittee Meeting, February 20YBIP
YBIP Outreach & Communications Subcommittee, every other Monday
Radio KIT meeting, February 25
Yakima Basin Joint Board, February 27
WSRA Weekly Legislative meeting every Monday until end of session
Proratable Meeting, March 4
Agriculture Industry Roundtable, March 6
Bi-weekly ASR Meetings

Item #7



To: Board of Directors

From: Wayne Sonnichsen, Engineering Manager 

Date: March 10, 2026

Re: Engineering Manager's Report

Miscellaneous items of note:

- Twenty-six test pits were dug at the proposed WW6 enlargement reservoir site over three days the week before last. The biggest initial takeaway from this effort was that the assumptions made from information gathered from the test pits dug a year ago were accurate as to the depth of soil.

Soil samples were gathered for each test pit for both environmental contamination analysis and geotechnical analysis. Testing for these parameters is in progress.

The drillers are expected to mob into the site March 9th to drill 5 bore holes. Piezometers will be installed to monitor groundwater over the course of the summer.

- Us Cellular was acquired by T-Mobile. This affects the use of the ditchrider tablets. Staff from SVID and Roza met with T-Mobile staff along with IT support folks from Kelly Create to begin working through the changeover details. It's not clear yet whether or not the current tablets will work with just some minor setting changes or if we will need to acquire new tablets.
- We decided to have the pipe in the thrust block at the Pump 3 pump station recoated with coal tar. This involves sand blasting and scrubbing the existing coating to the extent that any partially adhered coal tar is removed and a roughened well adhered coating is left behind. Coal tar is then reapplied to bring the thickness back to original specs. This is standard practice across USBR facilities and has a good track record for continued service and longevity.
- Other items engineering staff have been busy with include:
 - Technical support for the ECS project
 - Technical support and locates for the Pump 1 Low upgrade project.
 - Helping to calibrate the Main Canal check structures for this coming irrigation season.
 - Funding contract management
 - Filling out the forms for Washington State Department of Ecology Dam Safety Dam Construction Permit