

MULTNOMAH COUNTY DRAINAGE DISTRICT #1
MINUTES OF THE BOARD OF SUPERVISORS MEETING
April 17, 2008

Pursuant to advertised notice, the Board of Supervisors' meeting for Multnomah County Drainage District No. 1 was held at 8:00 a.m. on Thursday, April 17, 2008, at the District's administrative office, 1880 NE Elrod Drive, Portland, Oregon.

President Tim Warren called the meeting to order at 8:02 a.m. and requested that the secretary note the role. Eaton acknowledged that the proper meeting announcements had been made.

Those present were:

Tim Warren, President
Chuck Harrison, Supervisor
George Lingelbach, Supervisor
Larry Cooper, Supervisor
Bruce Holte, Supervisor
Dana Green, Port of Portland Liaison c/o Phil Ralston
Bob Eaton, Executive Director and Secretary/Treasurer
Dave Hendricks, Deputy Director
Evie Moore, District Accountant
Kim McRobbie, Secretary Pro Tem

APPROVAL OF MINUTES

Larry Cooper moved to approve the minutes from the March 13, 2008 meeting with two small corrections. Chuck Harrison seconded and the motion passed unanimously.

Review and Adopt FY 2008-2009 District Intergovernmental Agreements – Eaton presented a sample of an IGA for one of the Districts for review. He added there is one alteration to Appendix B, which shows the rate schedules with a 25% inflationary increase. The remainder of the document is the same as last fiscal year. Eaton stated that if there were no other changes the IGA would roll over for another year. Chuck Harrison inquired to the contract period and provisions for amendments. A few Board members questioned why wages would have gone down if the inflationary percentages went up. Hendricks replied that he averages the lowest and highest salary rates to come up with a figure. Warren said it seems to make more sense to use the higher paid individual to calculate the rates. Hendricks uses the actual billing per individual rate at actual cost. He added the District is not allowed to make a profit; the billing is based on straight across the board numbers. Eaton inquired to the departments like accounting and administration and how they are billed. Hendricks stated that with projects there would not be accounting needs since they would fall under the Appendix A billing breakdown. He will do training with Steve and Justin as to how to code their time in those situations. Hendricks said he would review the numbers again to verify the calculations are correct. Warren suggested the District put in a billing range. Harrison added to possibly bill labor at actual cost with plus or minus 10%. He also feels it would be best to amend the document with any changes that occur. Hendricks said he will add the revision date to the bottom of the document to verify the use of the correct IGA. It was decided that Hendricks would clear up range vs. language and look at both options. Eaton stated staff would amend the document as discussed and email to Board members for approval.

Bruce Holte moved to accept staff making discussed changes to the IGA and sending it electronically for approval. Larry Cooper seconded and the motion passed unanimously.

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Executive Session - At 8:32 a.m. president, Warren excused all staff and non Board members under the provisions of ORS 192.660 (2) (a). He stated that the Board would meet at this time to do a performance evaluation of the Executive Director. The Board will reconvene once the executive session is complete.

At 9:25 a.m., President Warren adjourned the executive session and called the Board meeting back in session.

Bruce Holte moved to accept the wage package for Executive Director Bob Eaton per discussion in Executive Session. Larry cooper seconded and the motion passed unanimously. Tim Warren stated he would put the discussed salary package in writing.

Pre-Budget Discussions – Hendricks referred to the staff report included in the pre-meeting packet. He stated the purpose is to develop a capital improvement plan and funding structure to minimize large assessment increases from year to year while providing a modern and reliable flood control system. Hendricks compiled a list of Capital Improvement Projects with a 1-10 year forecast from 2008-2013. He has listed the projects by priority level and has included five primary funding options. Hendricks spoke to how staff feels there is a need to hire a lobbyist to gather funds. Warren inquired as to why the District feels a lobbyist would be needed. Hendricks stated that the amount of funding could easily increase to 15-20 million. New Orleans and Sacramento utilized lobbyist and received the funding they needed for the most part. George Lingelbach suggested the District take advantage of our elected officials. He added that the District talk to our officials and be persistent in the needs of the District. Staff noted that none of the Oregon legislators are seated on the appropriate committees to access funds.

Hendricks talked about the biggest priority within the district, levee seepage. He is asking the Board for authorization to investigate should the water levels reach the necessary high water levels. The process the District is looking at is an aerial investigation taking photos from a helicopter. The data is then put in the computer using color-coding to show where saturation lies within the levee. The Board thought this was a good idea and Warren stated it would be a fair assumption that photos should be taken about a year following original investigation to assure seepage is not getting worse.

The Board discussed the different projects and estimated costs associated with each project.

Hendricks spoke to five primary funding options:

- Bonding – Greater than one million dollars
- Flex Lease – Less than one million dollars
- Assessment Reserves
- Non District Funds, Corps of Engineers, Grants and Landowner participation
- Combination of any of the above

It was requested that staff return and come up with a high and a low fee schedule. Eaton and Hendricks will re-work the numbers and email a revision to the Board for review.

Eaton spoke to the insurance options within the budget. He stated that raising the deductible would save money. The District would open an account to cover the deductible increases but there would be no change of service to the employee. The District would be providing the same coverage while saving money. Eaton concluded that if this were something the Board would like to consider a resolution would need to be passed on the record.

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BUSINESS

Third Quarter Summary – Evie Moore presented the third quarter summary Profit & Loss statement through the end of March 2008. She stated looking at assessment revenue the District has collected about 93%, which is great. That compared to last year the amount is up more than \$100,000. She spoke to the service contract revenue as well as projects and contracts. She stated the focus has been to track true costs. Moore thinks tracking could be beefed up even more. Warren inquired as to the Port of Portland structural fill line item of \$480,000. Hendricks replied that currently at the airport the Port is stockpiling 65,800 cubic yards of screened and tested fill dirt. This is the amount of the in/out expenditures the Port purchased from the District's contractor. They will need a lot more for the future projects Moore moved on to the cash available stating that \$250,000 of that amount is for an additional payment to the City of Portland Stormwater IGA since the final FY 06-07 billing did not arrive until FY 07-08 and was paid then. There was additional cash carry-over to handle it.

STAFF UPDATES

PDX (Portland International Airport) Report – Dana Green presented a memo from Phil Ralston outlining the Port's key topics and major projects. Ralston sends his regrets, but had other commitments today. Green spoke to PDX Capital Improvement Program (CIP) and Operations and Maintenance (O&M) budget forecast. Green stated that POP is preparing for forecasting with a 15-year time line. Green added the forecasting should be completed by summer of 2008. He also spoke to the PDX Stormwater System condition survey that had its kickoff in February. The POP expects the project will last about 18-24 months and be completed in late 2009. Green spoke briefly to the "Airport Futures" Master Plan. This is a three-year joint effort with many committees and on-going meetings. Green talked about the six levee sleeves that pass through the Marine Drive Levee. The Port is looking at decommissioning five of the six. They will do so using methods that meet United States Army Corps of Engineers and as well as MCDD requirements to maintain levee recertification. Green noted that the In-Line bag screening process would be moved. The current bag screening takes up 20% of lobby space at the airport. Green concluded with the four major projects at the Airport at this time.

1. North Runway Extension – In progress to be completed in fall 2008.
2. In-Line Bag Screening – Begin in late fall and continue for two to three years.
3. Deicing – Design phase underway is with the pilot study to be completed may 2008.
4. New Port headquarters and Terminal Parking – In progress and will begin move in of new headquarters in 2010.

PROJECTS

Elrod Drive Tree Removal – Hendricks reported on the hazardous tree removal along Elrod Drive. He stated that about twenty-five trees have come down. Adding that of those twenty-five trees, sixteen were dead, dying, or diseased. Tim Warren asked why the District did not take all of the trees down. Hendricks responded some were healthy and the remainders are to be removed by the landowners.

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Port Pump Station Removal and Rebuild – Hendricks spoke to the agreement between the District and the Port of Portland. Larry Medearis approved the demolition and rebuilding of the pump station on the corner. He concluded by stating that District staff is completed and the costs associated totaled \$32,000, which will be paid by the Port.

105th Ditch Maintenance – Hendricks reported on the project east of 105th and that the District will have the water line mapped later in the summer.

Fish Traps – Eaton reported that Oregon Department of Fish and Wildlife, along with the City of Portland, have placed fish traps in the lower slough to study salmon smolt populations.

PROGRAMS/POLICIES

COP Columbia Corridor Scoping – Eaton stated there is nothing new to report at this time. The report is currently on Mayor Potter's desk. He concluded by stating he does not feel it is fairing well this year.

Four District Supervisor's Training and BBQ – Eaton thanked all for attending adding it was a great time for all. He asked for any ideas for next years training.

FLPOA Presentation May 5th – Eaton spoke to the upcoming FLPOA meeting on May 5. He will be attending and showing the 11.5 minute Tested and Ready video.

4MAT Roundtable April 24, PEN 2 Hosting – Eaton noted the upcoming 4MAT roundtable that will be hosted by PEN2. Guest speaker is Phil Volker of ERF Co. Volker is a former TV weather forecaster who runs the weather forecasting company. ERF is where the District and other agencies get their extended forecasting. Eaton asked that anyone planning to attend please let him know.

PLANNING

Regional Stormwater Modeling – Eaton stated David Crawford has sent the final draft to the District, which Eaton will now take to local cities for presentation.

ADJOURNMENT:

There being no further business to come before the Board, Tim Warren adjourned the meeting at 11:30 a.m.

APPROVAL:

These minutes were approved at a duly called meeting of the Multnomah County Drainage District #1 Board of Supervisors on May 15, 2008.

Attested: _____
Secretary