

MINUTES
PENINSULA DRAINAGE DISTRICT #1
BOARD OF SUPERVISOR'S MEETING
May 24, 2007

Pursuant to advertised notice, the Board of Supervisors' meeting of Peninsula Drainage District No. 1 was held at noon on Thursday, May 24, 2007, at the Portland Expo Center Office, Building D, Portland, Oregon.

CALL TO ORDER

Board President Chris Bailey called the meeting to order at 12:10 p.m.

ATTENDANCE

Those present were:

Chris Bailey, President
Bill Briggs, Supervisor
David Ernst, Supervisor
Kurt Redd, Supervisor
Mark Wigginton, Supervisor
Bob Eaton, Executive Director
Dave Hendricks, MCDD Deputy Director
Kim McRobbie, etc

MINUTES APPROVAL

Mark Wigginton moved to approve the minutes of April 12, 2007 as presented. Bill Briggs seconded and the motion passed unanimously.

BUSINESS

Review and Adopt PEN 1/MCDD FY 2007-2008 Intergovernmental Agreement, (IGA): Eaton referred to the staff report included in the pre-meeting packet stating that PEN 1 is the final District to view and approve the IGA. He added the staff report given provides background and details on the IGA made from FY 2005-2006 to FY 2007-2008. Eaton stated Appendix A reflects services offered, but no cost is associated with those services. Costs are handled administratively through the budget and budget-adoption process, not through the agreement. Any cost over-runs for a particular line item will be handled under administrative guidelines and procedures. Eaton talked about the Appendix A-services provided and Appendix B-rate schedule. Hendricks noted that the incorrect Appendix B-Rate Schedule had been included in the pre-meeting packet. He will have it sent electronically to the Board as soon as he returns to the office. Both Eaton and Hendricks apologized for the inconvenience. It was decided that even though the correct Appendix had not been presented, the Board would work with the one in the pre-meeting packet and adjust accordingly. Wigginton asked about the equipment replacement costs and if they are included in the appendix B. Hendricks responded that the MCDD board is considering what percent of equipment billings would go to equipment replacement. Something like 75-80% is on the table for discussion. He added that the District would soon complete research on which pieces of equipment to rent, lease, or purchase. Staff is recommending the Board adopt the FY 2007-2008 IGA with MCDD as proposed.

Chris Bailey moved to adopt the IGA pending the e-mail of current rates. Mark Wigginton seconded and the motion passed unanimously.

Resolution #0751 – Adopting a FY 2007-2008 Budget and Authorizing a

Landowner Assessment: At the last meeting the Board requested staff fine tune the numbers to verify the budget would need an 11% increase to balance. Staff did some tweaking with the budget and came up with an increase needed of 9.8% to balance. Eaton referred to the staff report included in the pre-meeting packet and gave a breakdown of the numbers. He provided background of the past three years stating the primary variable each year lies in capital improvement projects and the work necessary to determine costs of future capital projects. President Bailey asked about cost allocation credit and the impacts it would have on the 2007-2008 budget. Eaton replied that there would not be an impact - it would be a wash. Having no further questions, Dave Ernst moved to adopt Resolution #0751 adopting a FY 2007-2008 budget of \$200,749 and authorizing an assessment of \$185,160. Kurt Redd seconded and the motion passed unanimously.

Resolution #0752 – Authorizing a Non-Assessment funding source for FY 2007-

2008: Eaton referred to Resolution #0752 included in the pre-meeting packet. If approved, PEN 1 would have the authority under ORS 547 to seek and utilize non-assessment funds to meet adopted budget requirements. Eaton added that staff would still need to get Board approval to seek a flex lease, if needed. Having no further questions, Mark Wigginton moved to adopt Resolution #0752. Bill Briggs seconded and the motion passed unanimously.

Resolution #0753 – Approval of signing authority for FY 2007-2008: Eaton referred to Resolution #0753 included in the pre-meeting packet. This resolution would adopt signing authorities for FY 2007-2008 under ORS 547. This Resolution provides authorization for selected Board and staff members to sign checks, banking transfers and contracts. Mark Wigginton moved to adopt Resolution #0753. Kurt Redd seconded and the motion passed unanimously.

STAFF UPDATES

Financial:

None required for this meeting

Programs/Policies:

None for this meeting

Projects:

Levee Recertification: Hendricks reported that the United States Army Corps of Engineers (USACE) has completed the inspection of the levees. Nothing is in writing yet, but he has been given a verbal OK from USACE on the PEN 1 levees. He stated there is one area of concern that popped up under I-5 where the levee had been cut to build the bridge. Hendricks stated that USACE would accept the current status but research and analysis will need to be done to assure USACE standards for protection are being met.

Columbia Corridor Scoping Process: Eaton stated there is good news. A \$55,000 add package is in the Mayor's proposed budget that will pay for a review of current regulations and codes to learn where there are redundancies and conflicts with natural resource management in the Corridor. Eaton feels this is a step in the right direction, as it will benefit PEN 1, PEN 2, and MCDD.

Other:

4MAT April 26 – PEN 2 Hosted: Eaton spoke briefly on the guest speakers that included Jane Van Dyke of Columbia Slough Watershed Council and Bruce Gillis, Manager of Clean up and Emergency Response for DEQ.

Vanport Pump Station Break-in: Hendricks talked about the break-in of this Port of Portland-owned pump station that was found during routine inspection on April 18. Wiring had been cut and stripped from the building and the electric starter and fuses had been taken. Police say it is consistent with other metal thefts taking place all over the region. No useable fingerprints were found.

District staff, led by Steve Luna, worked quickly and efficiently and, with the aid of Midway Electric and some used parts, the station was up and running by noon on the 21st. Cost will be somewhere in the range of \$2,500, but insurance will pick up the cost beyond the \$250 deductible. The Board asked Hendricks to approach the Port about reimbursing the district the deductible.

90th Anniversary Celebration: Eaton reminded the Board of the celebration activities scheduled for July 29 in collaboration with the Columbia Slough Regatta and requested they plan to attend with their families. More information will be forwarded.

ADJOURNMENT

There being no further business to come before the Board, President Bailey adjourned the meeting at 1:38 p.m.

APPROVAL

These minutes were approved at a Board meeting duly held on July 19, 2007.

Signed: _____
Supervisor

Attest: _____
Secretary