

PENINSULA DRAINAGE DISTRICT #2
BOARD OF SUPERVISOR'S MEETING
February 21, 2008

Pursuant to an advertised notice, the Board of Supervisors' meeting of Peninsula Drainage District No. 2 was held at 12:00 p.m. on Thursday, February 21, 2008 at the Jubitz Administration Office, at 10210 N. Vancouver Way, Portland, Oregon 97217.

CALL TO ORDER

Acting Chair Dick Shafer called the meeting to order at 12:15 p.m. Secretary Bob Eaton acknowledged that proper notification of the meeting had been done.

ROLL CALL

Those present were:

Dick Shafer, Supervisor
Vic Stibolt, Appointed Supervisor
Walter Valenta, Appointed Supervisor
Bob Eaton, Executive Director
Dave Hendricks, Deputy Director
Kim McRobbie, Secretary Pro Tem

MINUTES APPROVAL

Vic Stibolt moved to adopt the minutes from the December 6, 2007 Board meeting as written. Dick Shafer seconded and the motion passed unanimously.

The Landowner meeting minutes were presented for review. They will be approved at the next Landowner meeting. With no changes noted the Landowner minutes will be presented as written at the PEN 2 Landowner meeting to be held in December 2008.

BUSINESS

Rich Halsten Board Resignation

Eaton presented the resignation letter tendered by Rich Halsten. He expressed his appreciation for Rich and his many years of dedicated service to the Pen II Board of Supervisors. He will be missed. Vic Stibolt moved to accept Rich's letter of resignation. Dick Shafer seconded and the motion, with regret, passed unanimously. The Board will be honoring Rich at the Annual All District Training and Bar-B-Q with an award of appreciation. Shafer suggested that the Board send Mrs. Halsten a thank you as well. All agreed that would be a nice gesture on behalf of the District. Eaton added that the District will also be honoring retired Board Supervisor Mike McBride for his many years of service.

Appointing a Board Member to replace Rich Halsten

Eaton noted the Board has authority to appoint a replacement to fill the vacancy. Staff is recommending the Board appoint Walter Valenta; a homeowner within the District, to Halsten's vacated seat number 1.

Dick Shafer moved to appoint Walter Valenta to the PEN 2 Board of Supervisors seat No. 1. Vic Stibolt seconded and the motion passed unanimously. Eaton welcomed Valenta to the Board.

Electing a Chairman

Eaton stated with the resignation of Rich Halsten as a Board Member and President, the Board must determine a new officer. Staff is recommending the Board choose and elect a Board President to replace Rich Halsten. Vic Stibolt moved to elect Dick Shafer as Peninsula Drainage District No. 2 Board President. Walter Valenta seconded and the motion passed unanimously. All congratulated Dick Shafer on being elected Board President.

FY 2008-2009 Proposed Staff Goals

Eaton referred to the two pages included in the pre-meeting packet. The first being the adopted FY 2007-2008 goals which are color coded to show updated status. He went over those with the Board and answered questions.

Eaton asked everyone to turn the second page, proposed FY 2008-2009 goals. Eaton added the District is looking ahead to the next five years to anticipate funding needs. The Board agrees that there are a few items that should be added or moved up on the list. He is suggesting the Board either make changes to the proposed goals and then approve or approve with the noted corrections needed. Board members suggested changes. Dick Shafer moved to approve the adopted goals for FY 08/09 with discussed changes and additions. Walter Valenta seconded and the motion passed unanimously.

Eaton added the District is currently advertising for a District Engineer. The District is looking at public engineering firms and public agencies since good engineers are hard to find.

Resolution #0821 – Adopting of Board Procedures

Eaton noted the Board had actually previously adopted the standards in Resolution 0821 so it is unnecessary to adopt them again. The Board members agreed.

ADDITIONAL BUSINESS

None to report at this time

STAFF REPORTS

FY 2006-2007 Audit

Bob Eaton spoke to the FY 2006/2007 audit that has been done by Robert Yingling, Jr. Eaton stated that the audit was completed just after the annual meeting in December. Eaton apologized for not bringing the audit to the meeting as he thought the Board had already reviewed it. Eaton stated he will send copies to all Board members as soon as he returns to the office. After the Board has had a chance to review, they can call Eaton with any questions or concerns. An agenda item will be included for the May meeting.

Mid-Year Current Financial Status

Eaton presented a Profit and Loss, and Budget vs. Actual Summary, July through September. Eaton turned it over to the Board for questions and comments. That the District is doing well, in fact, the same as last year. This year the District had some unbudgeted revenue in the first quarter when Freightliner, Thompson, and Jubitz all shared in the cost of a ditch project. Eaton added to date the District has received payment from Freightliner Corporation as well as Jubitz. Dave will contact Thompson to see when payment can be expected.

PROJECTS

Bridgeton Levee Tree Removal

Shafer reported that he has been meeting with the Bridgeton Neighborhood group and the US Army Corps of Engineers to discuss how to categorize the trees on the Bridgeton levee so the levee can get its recertification. Shafer feels the meetings have gone well and he believes they will come to an agreement by March 2008.

Levee Trails Project

Hendricks reported that he has spoken with the City of Portland Parks Department on the connection of Vancouver to Denver and then on to Columbia Edgewater. Vic Stibolt inquired about easements and if the law firm of Jordan Schrader is the party who prepares those. Hendricks responded yes. However, we have the easements now. Hendricks spoke about the PDC's Qualified Enhancement funds. The District is working to coordinate with PDC for levee improvements that will facilitate the proposed Bridgeton trails.

Children's Arboretum Bridge/Benching Project

Eaton talked about the project being completed with the exception of planting. He added that would be done in January or February by City of Portland. Bridges are in and look nice. He concluded by stating the grand opening ceremony will be April 14, 2008 and invited the Board members to attend.

PROGRAM/POLICIES

4MAT January 24 Roundtable

Eaton spoke of the roundtable session held on January 24, hosted by PEN 1. He stated the guest was Tom McGuire of ESA Adolphson. He shared the scope of work, what is being done and a timeline for completion. Eaton added the preliminary draft of the report should be done by the end of February.

City of Portland Stormwater IGA

Eaton stated there was nothing new to report at this time. Hendricks has some homework to be done. He will be working with Dan Vazzini who has been appointed to take on the City's portion of the project. Eaton and Hendricks will alert the Board of any new information.

PLANNING

D-FIRM Levee Recertification Status

Hendricks reported on the study that is underway by the US Army Corps of Engineers to determine if the dams on the Snake and Columbia Rivers should be used for flood storage during the winter months. If the dams are not used for flood storage during a spring freshet, the Columbia River 100-year water elevation could raise from 28.0 feet to 33 feet. If this were to occur, the levees could be required to be raised 3-5 feet higher than current level. He will keep the Board members informed.

Peninsula Drainage District No. 2
Board of Supervisor's Meeting Minutes
February 21, 2008
Page 4

MEETING ADJOURNMENT

There being no further business to come before the Board, President Shafer adjourned the meeting at 2:45 p.m.

APPROVAL

These minutes were approved at a duly held Board meeting on May 8, 2008.

ATTEST:

Secretary