

PENINSULA DRAINAGE DISTRICT #2
BOARD OF SUPERVISOR'S MEETING
June 18, 2009

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, June 18, 2009 at the District Office located at 1880 NE Elrod Drive, Portland, OR 97211.

CALL TO ORDER

Chair Dick Shafer called the meeting to order at 12:12 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, Supervisor
Walter Valenta, Supervisor
Karen Myers, Supervisor
Jason Ashe, Supervisor
Bob Eaton, Executive Director
Dave Hendricks, Deputy Director
Adam Zucker, District Engineer
Lance Ludwick, PEN 2 Engineer
Britt Gentry, PEN 2 Engineer
Janet Olson, District Bookkeeper
Kim McRobbie, Secretary Pro Tem
Leslie Sawyer, Guest
Brian Stipak, Guest

MINUTES APPROVAL

Vic Stibolt noted one correction to a statement he made on page two of the minutes. He requested that the statement be removed, as he does not remember what was exactly said. Vic Stibolt moved to approve the meeting minutes from May 7, 2009, with said corrections. Jason Ashe seconded and the motion passed unanimously.

BUSINESS

Progress Report from Engineers

President Shafer asked if we could move the Engineers' progress reports to the beginning of the meeting so they could get back to work. All agreed so Adam Zucker began by saying that PEN 2 has hired three engineers. Lance Ludwick is a civil engineer; Brit Gentry is a geotechnical engineer; and the District has hired an engineering student from OSU to assist in surveying. Zucker first introduced Ludwick to give a brief statement on what he has been doing for the District. Ludwick began stating he is a registered professional engineer with over 20 years experience in the field. He has worked in both the private and public sector. Ludwick added that he has performed similar tasks with the Cities of Gresham and Forest Grove. He added that in November of last year, he started his own firm then the economy went downhill and he found a great match with PEN 2.

Progress Report from Engineers – Continued from Previous Page

Ludwick stated he is currently preparing a broad scope looking at infrastructures to create formulas for the scope. Ludwick has created maps with elevations showing pipes, channels, and ditches. He added these maps would assist Hendricks and Zucker as a quick reference guide. He stated that he is currently at about 80% completion with the maps. The next survey Ludwick is going to tackle is the entire District with elevations and locations. He has rented surveying instruments and equipment and he began surveying the District yesterday. He is working on the stormwater master plan scope. Ludwick added that if time allows he would like to design a preliminary storm trunk line. Hendricks and Zucker both stated Lance is using benchmarks that will be tied together in the end. Zucker added that Ludwick has prepared cross sections every 50 feet in LIDR, adding that LIDR can be processed in two different ways and Ludwick has verified with the City of Portland's benchmarks.

Britt Gentry introduced himself next. He stated he became a licensed geotechnical engineer in 1995 and he is from North Carolina. He has done many coastal evaluations and has seismic experience. Since he has been with PEN 2, he has read about 20 years worth of United States Army Corps of Engineering reports. Gentry stated he has identified the on-going problematic sections and has begun the preliminary analysis. He would like to do a lot of the work by hand if possible. He added his goal is to develop a monitoring plan for those specific areas. He will continue to work with Ludwick to pull information into the maps.

Zucker added that there are many documents to go through and he finds it very helpful to have Ludwick and Gentry in-house. He added that had the District hired a firm, he feels there would not be as much information available and feels there is more knowledge having them here at the office. He concluded saying he feels that there is a good collaboration with Ludwick and Gentry.

Jason Ashe asked if the engineers worked for PEN 2 only or if they were doing other District projects. Hendricks stated they are only PEN 2; however, he did speak with Dick Shafer and asked if PEN 1 could use Gentry for a very small piece of the CRC project. Hendricks assured the Board that PEN 1 would pay that cost and it was only a very small amount of time.

Budget Workshop – FY 2009-2010 Draft Budget

Hendricks began with the proposed budget for FY 2009-2010. He stated his goal is for the Board to adopt the amended budget today. He added the numbers have stayed about the same. He did note a few areas that show an increase and the larger one being the City of Portland Stormwater Fee. Hendricks also spoke to the impacts on the District's budget from Measure 5, and Measure 50 compression. He added those measures state the rates are calculated at \$10 for every \$1,000 of property value and rates are prioritizations by Multnomah County. Hendricks referred to the first page of the drafted budget that shows current expenses of \$921,000. He added that 2009-2010 that number should come in around \$584,000. Hendricks stated he has been lean with the budget items but does not intend to defer any projects. He added the District would still be putting money into the reserves and the engineering expenses of \$132,000 previously voted on and approved. Jason Ashe asked Hendricks how many engineering projects the District hopes to complete with \$132,000. Hendricks replied the District is hoping that four projects will be complete with those funds.

Resolution 0961 – Adopting a Budget for FY 2009-2010 and Authorizing an Assessment

Eaton spoke to resolution 0961 presented in the pre-meeting packet. He stated that a District budget in the amount of \$584,565 is proposed for the fiscal year 2009-2010 with \$639.500 authorized to be distributed among the districts' landowners under the districts assessment methodology and policies using the billing and collection services of the Multnomah County Tax Assessors Office. With no further discussions Dick Shafer moved to adopt resolution 0961. Jason Ashe seconded and the motion passed unanimously.

Resolution 0962 – Adopting Signing Authority for FY 2009-2010

Eaton spoke to resolution 0962 included in the pre-meeting packet. He added this is a basic housekeeping measure. Approving this document provides authority to sign checks and do banking. Eaton stated there is a chain of command for transferring of funds ~~with Eaton~~ with Eaton first, followed by Janet Olson, and then by Dick Shafer. With no further questions, Walter Valenta moved to adopt resolution 0962. Vic Stibolt seconded and the motion passed unanimously.

Resolution 0963 – Adopting a Bond of the District Election for FY 2009-2010 and Referring a vote to the Annual Landowner Meeting

Eaton spoke to resolution 0963 included in the pre-meeting packet. He added that the bond would need Board of Supervisors intent in order to take to the landowners. Hendricks added that the Board must determine intent, why and when. Karen Myers asked if the landowner meeting date had changed. Eaton responded yes, the annual landowner meeting would be held on December 3. Vic Stibolt spoke to the wording being confusing and possibly misleading and offered some verbiage possibilities. All agree the adding the words "for the purposes of" to clarify to the landowners more specific intent. Stibolt would also like to add the phrase "current assessment levels." Vic Stibolt moved to adopt resolution 0963 with proposed verbiage changes to the document. Karen Myers seconded and the motion passed unanimously.

STAFF UPDATES

FINANCIAL

Nothing New to Report

PROGRAM/POLICIES

DEQ Sediment Memo of Understanding (MOU)

Hendricks stated the he had finally received the DEQ agreement. He stated there was no way the ~~Districts could~~ Districts could comply with the new DEQ regulations without costing a lot of money. Hendricks spoke to folks at DEQ and they agreed to enter in an MOU regarding the clean up program. He added that would mean more money spent on reviews, but less reviews would be needed. Hendricks stated that the MOU was signed last Thursday and is renewable every five years.

SHPO Consultation

Hendricks stated the District just finished up with the archeological investigations report and SHPO is reconsidering some of the conditions and should have an answer back to the District in a couple of weeks.

ECNA Picnics

Eaton stated the format has changed this year for the ECNA annual picnic. Instead of one gathering, they are having three themed picnics. The first is June 24, then August 1 and the last one on September 20, 2009.

Discussion on public meetings, proxies, and Board participation

Eaton spoke to a series of meetings that will be held with the different neighborhood groups. The first meeting will be next Monday, June 21 and will be at the Bridgeton Neighborhood Association. Eaton stated he and Zucker would attend to ~~explain~~ explain the bond issue. Eaton added there would be more meeting times announced over the summer.

PLANNING

Nothing to report at this time

PROJECTS

Children's Arboretum Update

Hendricks spoke to the two pipes that were plugged with sediment. Hendricks said the crew went in and cleaned out the pipes. The District is now working with the City of Portland Parks as well as Bureau of Environmental Services with the hopes of getting some grants to improve the moat area.

Eaton noted the CCA Golf Tournament would be held on September 21, 2009. Let him know if you are interested in playing on the drainage ~~distret~~ district ~~team~~ **MEETING** team.

MEETING ADJOURNMENT

There being no further business to come before the Board, President Shafer adjourned the meeting at 1:31 p.m.

APPROVAL

These minutes were approved at a duly held Board meeting on December 3, 2009

ATTEST:

Secretary