

MINUTES
Sandy Drainage Improvement Company
Board of Director's Meeting
April 23, 2009
ODOT Troutdale Conference Room

Pursuant to advertised notice, a Board of Director's meeting of the Sandy Drainage Improvement Company was held at noon on Thursday, April 23, 2009, at the Troutdale Conference Room of the Oregon Department of Transportation, 999 NW Frontage Road, Troutdale, OR.

Board President Larry Medearis called the meeting to order at 12:17 PM

IN ATTENDANCE

Larry Medearis	President
Dale Shamp	Director
Bob Fowler	Director
Bob Eaton	Executive Director
Dave Hendricks	Deputy Director
Janet Olson	District Bookkeeper
Kim McRobbie	Secretary Pro Tem
David Nelson	Troutdale City Administrator
Charlie Warren	Troutdale Public Works Director

CITY REPORTS

President Medearis asked if we could tend to Board action items, as Director, Bob Fowler, has to leave early for another meeting.

David Nelson discussed the cities' current budget process. Eaton asked him about the clean up process done last year and wondered if they should call landowners to check in. Nelson introduced Charlie Warren, Public Works Director, adding Warren began on February 17 of this year, and they are happy to have him on board. The City is still searching for a finance director; the search began on February 9, and is still on going. Nelson added the City of Troutdale's' management team is back up and running. Nelson concluded by saying the City is honoring a 2.7% increase effective July 1, 2009 adding this will be a merit increase. There will not be a COLA for non-represented employees.

President Medearis thanked Nelson for his report.

APPROVAL OF MINUTES

Dale Shamp moved to approve the minutes of the February 5, 2009 Board meeting as presented. Bob Fowler seconded and the motion passed unanimously.

BUSINESS

Proposed SDIC/MCDD FY 2009-2010 IGA – Eaton referred to the IGA included in the pre-meeting packet. He stated there are a couple of small changes from last year. The first is the Appendix B Rate Schedules have been revised to show current rates. The second is the Workers Compensation section, as SDIC does not have employees. Medearis asked about if we bill at actual costs or if we use mark up. Hendricks responded we only bill based on actual costs. With no more questions or changes, President Medearis asked for a motion. Bob Fowler moved to adopt the IGA with the discussed changes. Dale Shamp seconded and the motion passed unanimously.

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Resolution #0941 – Adopting State Standards for a Contract Review Board – Eaton spoke to the resolution included in the pre-meeting packet. Eaton added an alternative staff report is also included for review. Eaton stated the State of Oregon periodically adopts changes in the Public Contracting Code. Those changes go into affect in the form of “Model Rules” provided by the Attorney General. Eaton added the District has been working closely with Jordan Schrader, legal counsel, and they have provided this Board with two resolutions that outline the rules. One adopts the “Model Rules” and the other is more specific. Eaton stated the LCRB would have greater flexibility with these changes approved. Eaton suggested adopting the state rules as Appendix A does make the appropriate concessions. With no further discussions, President Medearis called for a motion. Bob Fowler moved to adopt Resolution 0941. Dale Shamp seconded and the motion passed unanimously.

FY 2009-2010 Budget Workshop – Eaton spoke to the revisions made to the budget he handed out today. He stated the District is in good shape with all reserve goals met. The budget was balanced at a little over \$254,000. Hendricks spoke to David Crawford being overseas right now for business. The District will need to work with someone else, which means it will cost more as we will not get the low rates we get from Crawford. Fowler asked if staff has seen or heard of any potential electricity increases. Eaton responded that with the PUC changes the District budgeted \$10,000 and expenses totaled about \$7,000. Hendricks spoke to the weir project not making it in the budget for FY 09/10, but will be on the budget for FY 10/11. He also talked about the discharge pipes from the SDIC pump station needing to be replaced. He added the pipe is eroding and he would like to replace with HDPE pipe in that section. Hendricks stated that this project is going to run about \$20,000 to 25,000. He said there is still potential to put \$35,000 into capital improvements if the Board directs him to do so. He added that last year the assessment amount was \$154,450. This year is estimated at \$154,200. When doing calculations he assumed the Board would want to keep the assessment flat. Hendricks was asked about tax rates and he stated it is not a tax but purely cost recovery based on the adopted budget. Hendricks stated there is money available in the budget for storage improvement this year. He has two specific areas in mind: the first is NACCO at the large wetland area. He would like to go in and restore the ditches that back up next to the tracks. The second is at I-84 near Motel 6 where they had high water and slides during the last big rain events. Hendricks added that one slide alone is over 350' long. He would like to take out a permit to do benching, but there is no need to spend more money than needed. He is planning to meet with ODOT to see if they would be willing to assist in costs associated with the benching. Hendricks spoke to the pipe size he has been working on with Amy Pepper. Currently there is a 24" pipe and a 60" is needed for capacity. Medearis stressed some concern that when the District upgrades the pipe in areas it would create problems downstream. Eaton stated that the model is almost done and that will help with calculating those types of questions. Hendricks stated these projects are not on the budget. However, money is available now and he is looking for Board approval.

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FY 2009-2010 Budget Workshop Continued from Previous Page – Medearis asked if these projects were going to be maintenance or capital projects. Hendricks replied the NACCO project would be maintenance, but the benching would be a capital project. It was suggested that Hendricks get formal bid costs and email back to the Board. Hendricks said he would do so by May 11, 2009. Medearis thanked Hendricks and Eaton for a great job managing everything so well. Dale Shamp asked if the District had any new information on the FedEx site. Hendricks stated there is a lot of equipment going in and out and the infrastructure is in place.

ADDITIONAL BUSINESS

There was none

STAFF REPORTS

FINANCIAL REPORT:

Quarterly Financial Review – Janet Olson spoke to the handouts included in the pre-meeting packet. She began stating that everything looks good right now. There are, however, a couple of items over budget but will balance out as some items are coming in a little under. One item she is keeping a close eye on is assessment revenue. Olson stated this is coming in short of the projected amounts. The history has typically been smalls amount come in around April, with May and June being a little larger. Olson stated the LGIP interest rates have dropped form 3 ¼% to 1.3%. Olson spoke to assessment expenses, as well as board and landowner expenses, adding nothing looks alarming at all. Olson added that next year FedEx would be assessed. She spoke to professional fees, projects and contracts administrative as well as the sediment management plan and operations ditch and culvert maintenance being up this year from last. Olson stated that while the communications look like a large balance, all of the SCADA and pump station security cameras were included under communications. In the future, they will be more defined in their own account to ease and assist spending tracking.

PROJECTS:

Removal of Culvert on Arata Creek – Hendricks spoke about the railroad crossing being removed and how the District saved over \$6,000 with the state the economy is currently in.

PLANNING:

Maintenance Agreement with Multnomah County – Hendricks reported that he has sent Multnomah County language on ditches and right of way. He added they have until the end of June to respond.

LOMR//Base Floodplain Elevation (BFE) – Hendricks reported that David Crawford has completed the computer model. He added that the BFE would be divided into three basin areas. The next step is for Crawford to write a report to FEMA for review and approval. Hendricks added that he would really like to have this finished by this summer and submitted to FEMA.

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Trail Grant Awarded to Fairview – Hendricks spoke to the \$1.8 million dollar grant that was awarded to the City of Fairview for the Sundial Trail project. He added that \$800,000 would cover the costs of the study and engineering this fiscal year. Next fiscal year the District would focus on construction. Hendricks added that after things get started, the Cities of Gresham, Troutdale, and Fairview would be working with METRO.

Letter – Port to City of Troutdale re: weir funding – Hendricks spoke to the Port to City of Troutdale letter that was included in the pre-meeting packet. He added the District would really like to focus on getting the weir design completed this year. He stated he would keep in contact with both Larry Deveraux and Ryan Parker and let the Board know of any new information.

PROGRAMS/POLICIES:

Four Board Training and BBQ – Eaton thanked everyone that attended adding he realizes it was not that exciting but needed to meet current standards. He added he has received the evaluations back from some of the Board members, and appreciates all who took the time to complete and return them to him. Eaton was asked if it is somewhat difficult to find new and fresh training topics. He stated that he usually does not have problems finding topics but at the next 4MAT, he has created a list of training possibilities for the Presidents to consider as they look at what direction they would like to take.

4MAT Roundtable, April 30, PEN 1 Hosting – Eaton spoke to the upcoming 4MAT meeting to be held on April 30 at Columbia Edgewater. PEN 2 and President Dick Shafer are hosting the meeting. The goals of the meeting are to prioritize suggested training topics and to discuss the need for district polling of its landowners. To hand out a questionnaire to poll the members to see what they feel is needed in trainings.

ADJOURNMENT:

There being no further business to come before the Board, President Medearis made a motion to adjourn the meeting at 1:35 pm. Dale Shamp seconded and the motion passed unanimously.

APPROVAL:

These minutes were approved at a duly held meeting of the Board of Directors on June 4, 2009.

Larry Medearis, President

Attest: Bob Eaton, Secretary