

**DRAFT**  
**MINUTES**  
**Sandy Drainage Improvement Company**  
**Board of Director's Meeting**  
**February 5, 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, February 5, 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
Jim Galloway	City of Troutdale – Guest
David Nelson	City of Troutdale – Guest
Bob Cochran	City of Fairview – Guest

**APPROVAL OF MINUTES**

Dale Shamp moved to approve the minutes of the June 5, 2008 Board meeting as presented. Bob Fowler seconded and the motion passed unanimously.

Bob Eaton presented the Landowner Minutes from the Annual Landowner meeting of June 5, 2008. Eaton reminded everyone that these minutes cannot be approved until the next Landowner meeting, but are presented today for review. With one correction noted on the date on page two the Landowner minutes will be presented as corrected.

Dale Shamp moved to approve the minutes of the October 2, 2008 Board tour as presented. Bob Fowler seconded and the motion passed unanimously.

**SPECIAL RECOGNITION AWARD**

President Medearis began by telling the group that someone ~~here is~~ ~~here~~ ~~being~~ ~~is~~ ~~being~~ recognized for their many years of dedicated service. Jim Galloway has been a friend of the District for many years and as a token of appreciation, the District wanted to give Jim the recognition award. Medearis added the District and Mr. Galloway speak the same language and working with ~~him has~~ ~~him~~ ~~has~~ been an asset to the District. Dave Hendricks said he respects Jim's professionalism. Galloway thanked the group for the award and stated it has been very nice to work with the District. The relationship is a good one and easy to maintain. All present gave Galloway a warm thank you for all of his work and dedication throughout the years.

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**BUSINESS**

**Review and Adopt FY 2007-2008 Accountant Review** – Eaton discussed the accountants review, stating the budget is too small for an audit so it is categorized an auditor's financial review. He added he and Bookkeeper Janet Olson ~~are prepared~~ are prepared to answer any questions today. Eaton added Auditor Robert Yingling gave a clean report and all government accounting standards were met. No substantial changes or adjustments were required. Fowler asked how the LGIP was doing in the current economy state. ~~Olson responded~~ Olson responded that the LGIP is doing fine; interest, however, is not as high as it has been in the past. Dale Shamp moved to accept the Auditor's Review. Bob Fowler seconded and the motion passed unanimously.

**FY 2009-2010 Proposed Goals** – Eaton referred to the two pages included in the pre-meeting packet. The first is the adopted FY 2008-2009 goals, color-coded to show updated status. There were no questions regarding the status of FY 2008-2009 goals.

Eaton asked everyone to turn to the second page, proposed FY 2009-2010 goals. He added there are two new goals this round, the first is under Capital Improvement and is to design and construct the Salmon Creek Weir. The second, an Administrative goal, is to negotiate an IGA with Multnomah County for culvert and ditch maintenance services. Eaton added the District is looking ahead to the next five years to anticipate funding needs.

Following a brief discussion, Bob Fowler moved to adopt the proposed goals for FY 2009-2010. Dale Shamp seconded and the motion passed unanimously.

**Resolution #0921 – Establishing Policies and Procedures for the Board** – Eaton spoke to the resolution included in the pre-meeting packet. Eaton added this is similar to the one that all ~~Boards~~ have ~~Boards have~~ or will adopt. Eaton stated that each year SDAO sends a questionnaire to each District called the Best Management Practices. Based on the scoring of the questionnaire the District may get a refund. Eaton added there is one section ~~the presidents~~ the presidents complete each year and last year Sandy Drainage received about \$700 back on the General Liability Policy. President Medearis pointed out two errors on the resolution - the resolution number is incorrect as ~~is the~~ is the District ~~name-~~ name. Bob Fowler moved to adopt Resolution #0921 with the noted corrections. Dale Shamp seconded, and the motion passed unanimously.

**Review Program for District Board Member Training on March 19** – Eaton spoke to the annual get together that is scheduled for March 19, 2009. At last years meeting the group discussed investments. Eaton has three suggestions this year. One is sexual harassment, one is ~~safety~~ safety, and the other is risk management. All of these topics are part of the annual SDAO Best Management Practices questionnaire. Eaton is looking for suggestions for any topics or ideas he may have missed. Bob Fowler asked about Emergency Action Plan Training. Larry Medearis agreed this is something that needs to be covered. However, he feels it may be better suited to address each District individually.

**ADDITIONAL BUSINESS**

There was none

**STAFF REPORTS**

**FINANCIAL REPORT:**

**Mid-Year Financial Update** – Janet Olson handed out two financial reports for review. One is the Balance Sheet as of January 31, 2009. The other is the Profit and Loss Budget vs. Actual, July 2008 through January 2009. Olson stated that the reports reflect the first seven months of the fiscal year. There are no significant changes to report at this time. She added the District has collected about \$130,000 of the current budgeted ~~assessments which~~ assessments that total \$156,000. She added that interest is down this year due to the market. General Liability is also down while professional fees are up this year. Olson concluded by saying the District is on track with revenue and expenses.

**PROJECTS:**

**Removal of Culvert on Arata Creek** – Hendricks spoke to the culvert located at the Reynolds property railroad crossing. He added the culvert is currently at capacity and is too high. The District is working with the Port of Portland and the Railroad to remove the tracks and culvert to revert to a ditch. He added the current period for track removal is looking like March or April 2009. Benching will be done at the same time on Arata ~~Creek from~~ Creek from Rogers Circle to Sundial Road.

**Install Diversion Weir on Salmon Creek** – Hendricks reported the Port of Portland has met with The National Oceanic and Atmospheric Administration Fisheries (NOAA) to make the final determinations on potential fisheries issues. He stated that the next step is to delineate the wet lands, then determine what kind of mitigation may be needed. When that is completed, the team will design the wetlands. A legal document will be required between SDIC and the Port of Portland to use the wetlands as a flood storage facility. The City of Troutdale has set aside \$150,000 to fund this project.

**Completion of Trail** – Hendricks spoke about the trail that runs along the Columbia River levees by Reynolds as being 99% complete. He added the trail stops north of I-84. Hendricks also added that there is currently soil available for future trail projects if needed.

**PROGRAMS/POLICIES:**

**4MAT Roundtable, January 29, PEN 1 Hosting** – Medearis attended the 4MAT for the SDIC Board. He spoke briefly on the Roundtable that was hosted by PEN 1 and held at Columbia Edgewater Golf Club on January 29. The guest speakers were Roger Kitchin from the Columbia River Crossing Task Force and Kevin Bracey a consultant from David Evans and Associates and Project Manager of the Denver Avenue widening ~~of I-5~~ of I-5. Medearis added that the District is

being creative with planning and the 4MAT roundtables have become very interesting and he looks forward to them.

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**PLANNING:**

**LOMR//Base Floodplain Elevation (BFE)** – Hendricks reported that David Crawford has completed the computer model. He added that the BFE ~~will~~would be divided into three basin areas. The next step is for Crawford to write a report to FEMA for review and approval. Prior to the report being sent to FEMA Hendricks will submit the report to the Cities for their review and comments.

**Maintenance Agreement with Multnomah County** – Hendricks reported that Multnomah County has requested that Multnomah County and SDIC enter into an IGA for the maintenance of County ditches and culverts. He added there is two large culverts under Marine Drive and three or four smaller culverts under Marine Drive that need to ~~be addressed~~be addressed for replacement. Hendricks spoke with Multnomah County about capacity issues as well. Hendricks stated he would review a proposed IGA between SDIC and Multnomah County at an upcoming meeting.

**ADJOURNMENT:**

There being no further business to bring before the Board, ~~Dale~~, Dale Shamp made a motion to adjourn the meeting at 1:17. Bob Fowler seconded and the motion passed unanimously.

**APPROVAL:**

These minutes were approved at a duly held meeting of the Board of Directors on April 23, 2009.

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Larry Medearis, President

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Attest: Bob Eaton, Secretary

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Dale Shamp, Director

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Bob Fowler, Director