

MINUTES
Sandy Drainage Improvement Company
Board of Director's Meeting
February 4, 2010
ODOT Troutdale Conference Room

Pursuant to advertised notice, a Board of Director's meeting of the Sandy Drainage Improvement Company was held at 12:00 PM on Thursday, February 4, 2010, 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 12:20 PM

IN ATTENDANCE

Larry Medearis	President
Dale Shamp	Director
Bob Fowler	Director
Dave Hendricks	Deputy Director
Byron Woltersdorf	District Engineer
Janet Olson	District Bookkeeper
Kim McRobbie	Secretary Pro Tem
Ryan Parker, Port of Portland	Guest

Excused Absence

Bob Eaton	Executive Director
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APPROVAL OF MINUTES

Dale Shamp moved to approve the minutes of the June 4, 2009 Board meeting with one date correction as noted. Bob Fowler seconded and the motion passed unanimously.

The Board reviewed the annual landowner meeting minutes from the June 4 meeting. All agree they look fine as written and are ready to present at the next annual landowner meeting for approval.

Bob Fowler moved to approve the minutes of the October 8, 2009 annual tour of facilities. Dale Shamp seconded and the motion passed unanimously.

BUSINESS

Review and Adopt FY 2008-2009 Accountant Review – Olson began by saying she had sent the review out in the pre-meeting packets, and is ready to answer any questions the Board may have. Olson added the accountants review was filed by December 31 and all seemed to be in order. She stated there are not a lot of changes in 08/09 review as there were no additional assets or property purchased. Olson added that since this is only a review and not an audit the costs were at \$4,000. She reminded the Board that last year the Districts sent out request for bid on auditors. Mr. Yingling did come back with the lowest, as the competing bids were nearly double of Mr. Yingling's bid. Larry Medearis asked Olson what is the difference between an audit and an accountant's review. Olson replied that SDIC was reorganized under ORS 554 as a not for profit organization, that means an accountants review is required, not an audit. With no further questions or discussion, Dale Shamp moved to accept the Accountants Review for FY 2008-2009. Bob Fowler seconded and the motion passed unanimously.

Adopt Proposed Goals for FY 2010-2011 – Dave Hendricks began by giving a brief status to the current goals. He added they are color coded which green being completed goals. The goals currently underway are highlighted in orange. In addition, the goals in red represent ones not yet started. Hendricks spoke to the Port of Portland's TRIP development. He added the District is working on a Memo of Understanding with the Port for the Hydraulic modeling to Salmon Creek. Hendricks also noted the Salmon Creek Weir design has not yet been started, but will be done this fiscal year.

Hendricks then moved to the staff proposed FY 2010-2011 goals. He noted the new goals are highlighted in green. Hendricks stated that although the Board may see goals repeated again this year; staff feels it important to leave goals on so the landowners can see that the District continues to work on them. He added there are three new administrative goals:

1. Complete IGA with Fairview and Troutdale.
2. Coordinate with the Port on the Troutdale Airport master plan to address stormwater conveyance and alignment issues.
3. Complete IGA with Multnomah County for culvert and ditch maintenance services.

Hendricks also spoke to the East to West levee trails within the Sandy District. Larry Medearis asked Hendricks if the levee trails were a city issue. Hendricks replied, yes, the Cities, METRO, 40 Mile Loop Group, & Lewis & Clark Chapters will all be involved. Hendricks stated the trails will stop at Troutdale and would be built as part of the historical bridge project. He added that the City of Fairview just received a grant from METRO. With no further questions about the goals, Dale Shamp moved to adopt the projected goals for fiscal year 2010-2011. Bob Fowler seconded and the motion passed unanimously.

Review Program for District Board Member Training on March 18 – Hendricks spoke to the staff report included in the pre-meeting packet. He added that last years training was a bit dry but worth it since the topics were required training by SDAO. This year staff is proposing that the Boards take another tour. Bob Eaton has been coordinating with Phil Ralston of Port Of Portland. They have three major projects happening around the Districts. The first is the FedEx plant opening at the old Reynolds site. The second is the Deicing project and the final is the Hayden Island property development. He added this could be an all day event so please get on your calendars now.

ADDITIONAL BUSINESS:

There was none

STAFF REPORTS

FINANCIAL REPORT:

Mid-year Financial Update – Olson began by stating the assessments are in with smaller amounts still to trickle in by later payments. Olson stated she received a letter from LGIP informing her of a .5% decrease in interest rates. Olson briefly spoke to the balance sheet and asked for any questions. With none, she then asked the Board to turn to the Profit & Loss Budget vs. Actual July through December 2009. Olson noted there are a few items over budget like the sediment management and the BFE/LOMR categories. She also noted the second quarter billings are not reflected in these financials.

Mid-year Financial Update – Continued from Previous Page – Olson added there are several categories that are under budget so all will work out in the end. Bob Fowler asked what the District does if there is an unforeseen event. Hendricks replied we need to look at where things are financially and what could be on the horizon and may have to pull from reserves. Bob Fowler asked if the District had been notified of any PGE rate increases. Hendricks stated SDIC is a PGE serviced pump station but nothing has been forwarded about an increase. The most electric-consuming pump station is PS #1 but it is powered by Pacific Power & Light. Any rate increases at the SDIC pump station would be small because of low electrical use. Bob Fowler asked if the actual to budget report is formatted as an estimate for the year. Olson stated that the MCDD Board had requested the budget be estimated by month for each month of the year, but the dollar amounts are so small for the other Districts it really does not work well.

PROJECTS VIA POWERPOINT PRESENTATION:

Trail Update – Hendricks began with the trail update. He stated that a federal grant was just awarded. Hendricks spoke to the fact that it would be a permanent structure and have great access. He stated the Districts would require agencies to adopt a District trail easement language, which has a hold harmless clause for damage or liability to trail during normal maintenance and flood fighting activities. Larry Medearis asked if the bike trail would be by easement. Hendricks responded yes. Ryan Parker added that it has yet to be decided if the entire trail would be atop the levee.

Pump Station Outfall Pipe Replacement – Hendricks spoke to the pipe replacement and referenced photos of the damage. Beaver chewing their way to the surface have damaged the East and West discharge pipes. Hendricks plans to place flaps on the diffusers where the beavers are getting in. He added that the pipes need to be greater than 6” and have an HDPE flange. Hendricks stated that the original cost estimates were at \$20,000 but now the District is looking at \$38,000. Hendricks concluded by saying that the plan is to get in during a low water event and fix the end flaps. Hendricks added that staff quit counting beaver dens at 18.

Ditch Slide Repair – Hendricks began talking about ditch slides throughout the District. At Travel Center of America, there are 10 slides totaling 230 linear feet. The permitting costs associated are at around \$6,000 with repair costs at \$3,000.

At Troutdale Recyclers (Allied Waste), there are eight active slides totaling 290 linear feet. The permitting costs are coming in at \$5,000 with repair costs at \$2,700. Hendricks is suggesting a memo of understanding with the Department of Environmental Quality with the following language:

- Sediment Management Plan
- Propose: define procedures for handling and disposal of dredges sediment.
 - Develop a dredge plan
 - Identify sampling points
 - Collect samples and submit to lab
 - Evaluate data for screening levels
 - Submit report to DEP for review and approval
 - Implement dredge plan

Hendricks spoke to how ditch bank repairs would help water volume issues. He also spoke to Salmon Creek flood storage concepts.

PROGRAMS/POLICIES:

4MAT Roundtable, January 28, PEN 1 Hosted – Hendricks spoke to the 4MAT meeting held on January 28 at Columbia Edgewater. PEN 1 and President Chris Bailey hosted the meeting. The main topic was the City of Portland's Stormwater IGA discussions with Dan Vazzinni. Hendricks said they discussed new development in and around the area. Hendricks stated that the city plans to charge the landowners 65% of the normal billing amounts if the IGA is not re-negotiated. Hendricks asked the Board if they want to participate and if so, he will figure in a small percentage. Larry Medearis expressed his concerns and asked about tagging on to MCDD costs. Hendricks stated that is a possibility; and the District would be talking to cities of Troutdale, Fairview and Gresham. Hendricks also noted that he is revising a new table, as the other numbers did not pencil out. He is collecting data to determine where to go from here. Larry Medearis asked Hendricks if it would be helpful for the Board to approve expenditure today. Hendricks stated yes, if the Board can decide on an amount, we could do that today. Larry Medearis is proposing an amount not to exceed \$5000 contingent on formula. Hendricks stated that is more efficient. Bob Fowler moved to set the amount at not to exceed \$5000. Dale Shamp seconded and the motion passed unanimously.

Troutdale Council Invitation for Tour – Hendricks stated the District has invited the City of Troutdale City Council members for a tour. The date has been tentatively set for sometime in April.

President Larry Medearis wants to officially commend staff for working so greatly with the three cities and he, on behalf of the Board, appreciates all the great work that is being done.

PROGRAMS/POLICIES CONTINUED:

CSWC Celebration and Awards Presentation – Dale Shamp handed out a press release of the 2009 CSWC Awards. He noted that Aloft Portland Airport as well as Mr. Ken Finney of the City of Portland's Watershed Re-vegetation Program was both recognized as the 2009 Leadership Award Winners. Shamp also stated the 2009 Achievement Award winners are Lee Dayfield of Friends of Nadaka Park. As well as Katie Holzer, David Kennedy and Julian Lawrence of whom were sponsored by the city of Portland's BES & Parks and Recreation for their work on amphibians, mussels and bats. Shamp concluded by saying it was a fun event with good turnout.

PLANNING:

LOMR/Base Floodplain Elevation – Hendricks spoke to the XPSWIMM Model comparisons between West Consulting and Crawford Engineering. He stated there is very little difference between the two consultants' models, both models reflects the 1996 USACE flood inundations overlay. Hendricks spoke to the TRIP conceptual footprint for development. Ryan Parker noted that might change a tad. Hendricks spoke to the need to widen Salmon Creek. He stated the District could lower BFE another foot or foot and a half to potentially save the Port of Portland money on fill and mitigation requirements. Hendricks received an email from West Consultants stating it will run about \$25,000 to update the model to reflect the changes to Salmon Creek. Hendricks spoke to the Multnomah County IGA with SDIC and stated the Board needs to decide on how they would like to invoice the maintenance work being performed for their District, it could be done by time and material billings or a lump sum amount for Multnomah County's budget commitments.

Budget Overruns – Hendricks identified the budget items that were over budget and asked the Board how they would like to balance the budget. He said the majority of overruns are emergency projects, and for that do we want to use reserves. He added the District has not seen the final bills from Ash Creek as of yet, but he estimates the overrun could be about t \$35,000 - \$50,000. With that, it would make sense to look at reserves. The big question is what that would affect. Hendricks stated he could go back, look at the reserves, and put into an Excel spreadsheet. Adding if we move the money now, we can deal with it ahead of time. Medearis stated he would like an amount determined today. Hendricks has the following suggested summary.

RESERVE CATEGORY	AMOUNT	FOR
Emergency Response	\$14,000	PS Discharge Pipe Upgrade
Operational Response	\$19,000	Sediment Management Plan
Operational Reserve	\$11,000	BFE/LOMR
Operational Reserve	\$ 5,000	Per allocation table; needs Board approval
TOTAL	\$49,000	

With no further discussions, Larry Medearis asked for a motion. Bob Fowler moved to approve the \$14,000 transfer from Emergency Response Reserves' and \$35,000 transfer from Operational Reserves. Dale Shamp seconded and the motion passed unanimously.

ADJOURNMENT:

There being no further business to come before the Board, Dale Shamp made a motion to adjourn the meeting at 1:55 PM. 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 22, 2010.

 Larry Medearis, President

 Dale Shamp, Director

 Robert Fowler, Director

 Dave Hendricks, Deputy Director