

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

CDID No. 1 Office, 5350 Pacific Way, Longview, Washington

May 10, 2022

The Regular Meeting of the Board of Supervisors of Consolidated Diking Improvement District No. 1 was called to order by Chair, Tim Kilmer, at 9:00 a.m., May 10, 2022.

Present:

Board of Supervisors:

Tim Kilmer, Chair
Bill Hallanger, Vice-Chair
Sherry Bean, Secretary

Staff:

Amy Blain, District Manager
Morgan Atkins, Administrative Finance Assistant
Chance Cox, Operations Foreman

Legal Counsel:

Frank Randolph

Guest via Zoom

Todd Wood, Woodford Commercial Real Estate

Timed Agenda Item 9:00 a.m. – CVG4 Agreement and Release of Plat Restriction

Amy Blain, District Manager, recalled at the October 26, 2021 Board of Supervisors regular meeting Todd Wade, Woodford Commercial Real Estate, requested the District sign a document in support of removing a covenant on Columbia Valley Gardens 4 (CVG4). The request was declined after Legal Counsel review stating it appeared to be conveying rights without compensation. Ms. Blain explained CVG4 is currently zoned as commercial under Title 19 of the Longview Municipal Code (LMC), but restricted by a 1927 covenant which supersedes zoning and requires signatures from at least 50% of property owners to remove. The District owns a 74 foot wide strip on the easterly boundary along Ditch No. 13 within CVG4.

Mr. Wade was present to request the District's signature again stating the document has been revised and the same document has been executed by the Cowlitz Public Utilities Department (PUD) and is in discussion with Cowlitz County. Mr. Wade stated Woodford Commercial Real Estate has paid another CVG4 property owner \$300 for their participation and is willing to extend that offer to the District to avoid a conflict with conveying rights without compensation. Mr. Wade noted development should bring in additional revenue for the District and increase current property values. Ms. Blain noted the District's current easement would continue if the District signs the plat restriction release.

Executive Session

At 9:15 a.m., Supervisor Kilmer stated the Board of Supervisors would adjourn to Executive Session for 10 minutes to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price, as authorized under RCW 42.30.110(1)(b).

The meeting reconvened at 9:25 a.m.

At 9:25 a.m., Supervisor Kilmer stated the Board of Supervisors would adjourn to Executive Session for an additional 10 minutes to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price, as authorized under RCW 42.30.110(1)(b).

The meeting reconvened at 9:35 a.m.

No action was taken.

Agenda

A motion was made and seconded to approve the agenda as published. Motion carried.

Minutes

On a motion made, seconded and carried the reading of the minutes of the CDID No. 1 Board of Supervisors regular meeting, held on April 26, 2022, copies of which had been submitted to the Board, was waived and the minutes were approved as if read.

Stormwater Manager's Report

Steve Haubner, City of Longview Stormwater Manager, was absent from the meeting.

Permit No. 21-11, Landon Meadows Subdivision

Ms. Blain presented development ideas for Landon Meadows Subdivision on Pennsylvania Street west of Stoneway Court, along Drain No. 23. Ms. Blain explained ideas include dedicating additional easement to the District for Drain No. 23. Ms. Blain stated the development is in the permitting phase with Cowlitz County and includes onsite stormwater detention.

Landon Meadows Subdivision is also proposing a Pacific Way trail connection. Ms. Blain stated the trail connection should not be an issue if constructed appropriately by building up material versus cutting into the dike and a landing is built before stepping onto the Pacific Way trail.

Maintenance access has been another piece of discussion with developers for Drain No. 23. Ms. Blain stated developers are proposing to change Drain No. 23 from an open ditch to a covered 15" pipe. Ms. Blain explained the pipe would discharge to Drain No. 23, to Drain No. 22, out to Ditch No. 15 and requested a manhole or catch basin is installed at the beginning of the proposed Drain No. 23 piping to separate private from public and the Home Owners Association (HOA) would be responsible for all

maintenance on the newly piped drain. Mr. Cox stated piping Drain No. 23 would reduce maintenance needs.

The Board of Supervisors were in consensus the Pacific Way trail connection and piping Drain No. 22 are viable options if constructed to District specification when an official permit is applied for.

Engineer's Report

Project No. 07-19, Willow Pointe Loop Tree Removal: Ms. Blain recalled at the December 22, 2006 Board of Supervisors regular meeting a motion was made for total removal of trees along Ditch No. 8 north of Mt. Solo along Willow Pointe Loop. Ms. Blain explained following said meeting homeowners of 93 Willow Pointe Loop, by request, were allowed to leave trees bordering their property, subject to the execution of a quit claim deed selling the trees and 1,000 square feet of land to the homeowner holding the homeowner entirely responsible for any damage caused by remaining trees. Ms. Blain stated the home has since sold and current property owners are requesting trees be removed. Ms. Blain stated the District may consider tree removal if an easement along all of Willow Pointe Loop is provided in exchange to improve maintenance access. The homeowner is proposing the idea at the Willow Pointe Loop HOA to inquire interest. Ms. Blain noted a 12' paved trail currently exists where the potential easement would be granted.

Operations Foreman Report

Chance Cox, Operations Foreman, reported on the following maintenance activities:

- Mowing along Ditch No. 6 and Drain No. 22.
- Completed updating the Industrial Way Pump Station anti-siphon valve vault to an aluminum manhole cover improving maintenance accessibility. Mr. Cox explained the cover can now be removed without equipment.
- SigmaSix Solutions tested breakers at the 3rd Avenue Pump Station to troubleshoot faulty alarms. Once the main breaker and both pump breakers were determined not faulty Advanced Electrical Technologies (AET) and Industrial Electrical Machinery (IEM) tested register thermal devices (RTD) which were deemed fine and the motor protection device was faulty.
- Ryan Johns and Pete Cuttonaro, District Operators, are testing for an aquatic's endorsement on their Public Operator pesticide licenses.
- Servicing District equipment.

Attorney's Report

Resolution No. 22-01, Fee-In-Lieu Program: Frank Randolph, District Legal Counsel, advised he is reviewing Resolution No. 22-01, Fee-In-Lieu Program.

Public Comment

There was no one present for public comment.

Board of Supervisors Report

The Board of Supervisors had nothing new to report.

Approval of May 10, 2022 Claim Summary

After review of District claims, a motion was made and seconded to approve and execute the May 10, 2022 Claim Summary submitted in the amount of \$51,960.86. Motion carried.

Approval of the April 2022 Board of Supervisors Time and Expenses

Upon a motion made, seconded and adopted, the Board of Supervisors' April 2022 Time and Expense were approved. Motion carried.

Ratification of April 30, 2022 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending April 30, 2022 were approved in the amount of \$34,874.86. Motion carried.

Adjourn Meeting

There being no further business, the meeting adjourned at 10:25 a.m.

The next regular Board of Supervisors' meeting is scheduled for May 31, 2022.

The Advisory Committee meeting is scheduled for May 19, 2022.

Tim Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair