

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

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

May 31, 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 31, 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
Darren Frye, Lead

Legal Counsel:

Frank Randolph

Agenda

The following item was added to the agenda:

Acknowledge Staff Changes:

Cameron Parsons, Temporary Laborer, Hired Effective May 23, 2022

A motion was made and seconded to approve the agenda as amended. 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 May 10, 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. 22-05, Mt. Solo Estates Phases IV-V

Ms. Blain reported the Mt. Solo Estates Development is entering its final stages of development near Ditch No. 10 by Schneiter Drive. Ms. Blain explained outfalls are primarily two existing 18" lines to Ditch No. 10 and developers will install three driveway approaches and build a 15-foot access and maintenance road following the ditch line. Ms. Blain stated the ditch will be relocated in a few areas to ensure the access and

maintenance road maintains 15-feet wide. Ms. Blain recommended approval stating developers have been through five City drawing reviews and used District standards to construct outfalls specifications.

A motion was made and seconded, to approve Permit No. 22-05, Mt. Solo Estates Phases IV-V as presented. Motion carried.

Longview Development Update

Ms. Blain reported a general overview of several developments in various stages of permitting, at a conceptual design, or have submitted drawings for review in Longview. Ms. Blain reported the locations of the proposed developments as follows:

- Chilton RV Park: (24) proposed RV units on Ocean Beach Highway to discharge into Ditch No. 15.
- Mt. Solo Duplexes: Condos proposed on Ocean Beach near Baker's Corner to discharge into Ditch No. 15. Developers are inquiring about Regional Stormwater Detention for the project.
- Mint Valley Manufactured Home Park: Manufactured homes on Oak Street north of the District's 36th Avenue trash rack. Ms. Blain noted the District may propose ownership for parts of this development along the Ditch and require an easement of 25' from top of ditch bank. Developers are researching boring under the ditch near Jimmer Place for a second water line connection to meet fire flow requirements.
- J.H. Kelly Parking Lot: Improving a vacant lot on 3rd Avenue to a parking lot for a new electrical fabrication shop. JH Kelly is meeting with District staff to discuss potential Ditch No. 4 improvements in exchange for the parking lot stormwater discharge.
- Bud Clary Parking Lot: Bud Clary Ford is in a conceptual state of expanding their parking lot on 7th Avenue.

Engineer's Report

Project No. 19-10, MCC/Gear Replacement: Ms. Blain held a pre-construction meeting with Advanced Electrical Technologies (AET), Hamer Electric, and JH Kelly representatives to discuss Project No. 19-11, MCC/Gear Replacement and ensure contractor work won't conflict. Ms. Blain stated work is scheduled to begin July 11, 2022 when power is cut to the Main Pump Station. Hamer and AET will take approximately 6-7 weeks to demolition and bring in new gear, line up conduit runs from existing equipment and make final terminations. AET will spend some time tagging and labeling electrical lines prior to demolition. JH Kelly will install valve actuators on or about August 22, 2022 and finish by mid-September 2022. Ms. Blain noted there are several milestones along the way when District staff will assist with performance testing, safety measures, and training. The deadline for the completed project is September 30, 2022.

Operations Foreman Report

Darren Frye Lead, reported on the following maintenance activities:

- Mowing along Drain No. 22.
- Carney Construction cleaned up rocks along Drain No. 22 to improve mower accessibility and level ground for access. Carney Construction also completed ditch bank repairs on the Cutoff Slough near the Main Shop. The areas have been seeded and covered with straw for erosion control.
- Summit Machinery is close to completing conversion of the District's long stick and grapple attachments for the District's new excavator.
- Ditch bank repairs near the 38th Avenue screen improving equipment operating safety.
- Weed control program began with weather cooperation.
- Notices were mailed for Ditch No. 6 aquatic herbicide work to be completed the week of August 6-10, 2022. Mr. Frye noted water levels are low to provide higher herbicide concentration.

Attorney's Report

Resolution No. 22-01, Fee-In-Lieu Program: Frank Randolph, District Legal Counsel, presented Resolution No. 22-01, Fee-In-Lieu Program, recommending approval upon review:

RESOLUTION NO. 22-01

CONSOLIDATED DIKING IMPROVEMENT DISTRICT NO.1 **OF COWLITZ COUNTY, WASHINGTON**

A Resolution creating a Fee-In-Lieu Program that allows CONSOLIDATED DIKING IMPROVEMENT DISTRICT NO. 1 to collect mitigation payments from private parties not eligible to purchase Regional Stormwater Detention credits for the purpose of implementing other improvements to District drainages and facilities.

WHEREAS, the Consolidated Diking Improvement District No. 1 has developed a Regional Stormwater Detention Program for the purpose of accepting and detaining stormwater from land development projects where it is infeasible or undesirable to construct private detention facilities; and

WHEREAS, some land developments are ineligible to purchase Regional Stormwater Detention credits due to a lack of remaining capacity available in the Regional Stormwater Detention Basin and/or inadequate conveyance systems to assure the additional runoff volume can be readily transported to the Regional Stormwater Detention Basin; and

WHEREAS, to the extent practicable for operation and management of its drainage and flood control system, the District is willing and desirous of allowing private parties to participate in a Fee-In-Lieu Program to collect mitigation payments for the purpose of constructing and implementing other improvements to District facilities that will reduce maintenance, improve function, increase reliability or provide other benefits; and

WHEREAS, the District will consider each development proposal on a case-by-case basis to evaluate whether a suitable improvement project exists and to determine an equitable fee. The mitigation payment owed by the private party for the privilege of using the Fee-In-Lieu Program shall approximate the equivalent cost of participating in the Regional Stormwater Detention Program, had they been eligible.

NOW, THEREFORE, BE IT RESOLVED that payment in full of the mutually agreed upon Fee-In-Lieu shall be made before such private party is allowed to proceed with proposed development, and a written agreement shall be executed by the District and said party stating the terms of use and the cost thereof, and said contract shall be recorded at the cost and expense of said private party in the office of the Auditor of Cowlitz County, Washington.

APPROVED by the Board of Supervisors of Consolidated Diking Improvement District No. 1 of Cowlitz County, WA and signed this 31 day of May, 2022.

Motion carried.

Public Comment

There was no one present for public comment.

Board of Supervisors Report

The Board of Supervisors had nothing new to report.

Acknowledge Staff Changes

Cameron Parsons, Temporary Laborer, Hired effective May 23, 2022.

Approval of May 31, 2022 Claim Summary

After review of District claims, a motion was made and seconded to approve and execute the May 31, 2022 Claim Summary submitted in the amount of \$45,291.82. Motion carried.

Approval of the May 2022 Bank of America Claim Summary

After review of the District claims, a motion was made and seconded to approve and execute the May 2022 Bank of America Claim Summary submitted in the amount of \$1,786.55. Motion carried.

Ratification of May 15, 2022 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending May 15, 2022 were approved in the amount of \$34,487.89. Motion carried.

Adjourn Meeting

There being no further business, the meeting adjourned at 10:20 a.m.

The next regular Board of Supervisors' meeting is scheduled for June 14, 2022.

The Advisory Committee meeting is scheduled for June 16, 2022.

Tim Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair