

Scappoose Drainage Improvement Company
Board of Directors Special Meeting Minutes – June 13, 2022

Present via Zoom video/teleconference:

Jeff Mapes, President	Geoff Wenker, Landowner
Gary Wheeler, Vice President	Marie Gadotti, Landowner
Amanda Hoyt, Secretary/Treasurer	Miriam House, Port of Columbia County
Len Waggoner, Director	Bob Short, CalPortland
Karen Kessi, Director	Rob Hostettler, CalPortland
Chase Christensen, General Manager	(joined at 7:00 p.m.)

President Mapes called the meeting to order at approximately 6:00 p.m. through the Zoom virtual meeting platform. President Mapes read the names of the persons in attendance as indicated on the Zoom screen. Due to the absence of staff member Laurie Mapes, the minutes below were prepared by Director Kessi and GM Christensen and associate with our limited special meeting agenda.

Fiscal Year 2022-2023 Budget

GM Christensen presented the 2022-2023 budget as a draft both as a PDF (which were posted on our website) and as a working spreadsheet which was visible on the Zoom platform. He explained his process of developing the budget including the historical comparisons, calculations, and other factors he considered.

President Mapes commented that the budgeted amounts for several expenses might be too low to cover the SDIC's trending needs and that, if increased, total expenses would likely exceed our expected income. He then identified two goals – 1) to establish a realistic budget for the SDIC, and 2) to decide what the assessment of our landowners should be. He also explained the ideas of either raising the assessment as needed if our budget exceeds our expected income or not raising the assessment and using “carry-over” funds to make up any difference. He continued by expressing his hope that someone on the board or staff would investigate other options for the financing of unanticipated large expenses such as a bridge loan or a line of credit.

President Mapes then led a review of the line items in the budget and asked for input from board members. Wages were moved from a 5% increase to a 10% increase to at least allow for the rate of inflation and an annual step increase. Mowing was moved from \$00 to \$10,000 due to an inadvertent omission. Unanticipated Expense was raised from \$10,000 to \$25,000, Professional – Engineer was raised from \$5,000 to \$25,000, and Professional – Legal was raised from \$18,000 to \$25,000. Income and other expenses remained as presented by GM Christensen.

President Mapes made a motion to adopt SDIC's Fiscal Year 2022-2023 Budget based on the amended spreadsheet that we had memorialized. Director Waggoner seconded the motion. All directors voted in favor of the motion.

Then President Mapes made a motion for the SDIC to assess our landowners for \$350,000 as consistent with recent years' assessments. Director Wheeler seconded the motion. All directors voted in favor of the motion. The Board agreed that the SDIC would use “carry-over” funds if our expenses exceed our income. Director Hoyt volunteered to investigate other options for financing unanticipated large expenses as mentioned above.

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President Mapes made a motion to authorize himself as President of the SDIC to sign on behalf of the full Board of Directors Resolution No. 623 which provides for the collection of budget revenue in the amount of \$350,000. Director Wheeler seconded the motion. All directors voted in favor of the motion.

Adjournment

Director Wheeler made a motion to adjourn. Director Hoyt seconded the motion. All directors voted in favor of the motion. The meeting adjourned at 7:52 p.m.

Review of Action Items

- President Mapes will sign Resolution No. 623 on behalf of the SDIC Board of Directors.
- Director Hoyt will investigate other options for financing unanticipated large expenses as mentioned above.

Associated documents:

- Meeting Agenda
- Resolution No.623
- 6-9-22 Balance Sheet
- 6-9-22 P&L Budget vs. Actual
- 6-30-22 3 Year P&L
- FY 2022-2023 Budget Draft -4
- SDIC FY 2022-2023 Budget Approved 6-13-2022

Approved by the Board of Directors on : _____

Signature

Printed Name and Title