

North Beach Public Development Authority

Minutes of regular meeting held on December 13, 2004 at Pacific County Fire District 1.

Present: **NBPDA Board Members Present**

R.D. Williams

Cheri Jones

Ken Karch

Tom Downer, Excused

Brad Weatherby, Excused

Others Present

Cate Gabel, President, Axioun Communications

Call to Order - The meeting was called to order at 6:00 p.m. by R.D. Williams.

Approval of Minutes

The decision was made to approve the minutes from November 4, November 16, and November 29 at the next scheduled meeting due to the fact that Tom Downer and Brad Weatherby were not present. Cheri will e-mail the minutes to all Board members prior to the next meeting for review and ask that if they have any corrections to notify her. Any corrections will be noted during the next meeting.

Treasurer's Report

Current Balance:	\$ 500.00
Deposit to be made on 12/15/04:	\$2,000.00

Motion by Ken Karch to rescind a previous motion made during the November 29th meeting, which authorized payment to the Chinook Observer, TJF Associates, Morta Engineering, and HBL & Associates in the amount of \$10,880.40 subject to approval of the NBPDA capital campaign proposal by the Pacific County Board of Commissioners. Second by Cheri Jones. Motion carried.

Motion by Ken Karch to authorize payment to the Chinook Observer (\$20.44) and Morta Engineering (\$1,950.00) for a total amount of \$1,970.44. Second by Cheri Jones. Motion carried.

Ken noted that the Pacific County Commissioners indicated they do not need to give approval to the NBPDA for the receipt of monies and payment of bills. However, in Article XII, Amendments to the Charter and the Rules and Regulations of the NBPDA, No. 5 it states "The Authority shall establish procedures for the receipt, payment, and investment of Authority funds. These procedures shall not take effect until approved by the Pacific County Board of Commissioners. Such procedures may be amended by Authority resolution, subject to the approval of the Pacific County Board of Commissioners." R.D. will discuss this with Brian Harrison when he meets with him this week to try and get some clarification on this issue.

R.D. has been in contact with the Ocean Park Postmaster regarding a mail slot for South Bend. He will follow-up on this issue to find out what their decision is.

Financial Issues -

Insurance - Deferred until the next regular meeting.

Preston Gates Agreement - Deferred until the next regular meeting.

Capital Campaign - Preliminary planning has begun for a capital campaign drive. Cate Gable has offered her assistance. The process will begin with stakeholder engagement, which will help to develop a strategy, and campaign promotion. It was decided that R.D. and Ken would meet with Cate following this meeting to continue with capital campaign planning. It was also decided that a special meeting would be scheduled for Tuesday, December 21, 11:30 a.m. at Pacific County Fire District 1 for the purpose of discussing capital campaign efforts with the rest of the Board members. There will also be another meeting with The Bank of Pacific and Shorebank early next week.


Other

- R.D. reported that HLB & Associates have completed the survey work. Tom Frare, Engineer, should be here on December 15. Have asked for a one week extension to meet with the Department of Health.
- R.D. will meet with Essco Bell on December 15 regarding the County trench work.
- Discussion regarding Ocean Beach School District's participation in the project. There was a question regarding what "certified documentation" means in the response from the School District. Cheri noted that the School District has a plan in place that guarantees fire flow at the time the school opens. OBSD needs some kind of guarantee from the NBPDA that they can provide the same fire flow requirements; i.e. letters from the banks regarding funding in place; certification from the appropriate authorities that the plan will meet code requirements, etc. Cheri also stated that at a previous meeting it was suggested that the most feasible way for the water project to work would be for the NBPDA to build the storage tank and then negotiate with the school district for hookup fees and service fees; however, these fees need to be established and equitable. R.D. will prepare a letter in response to the OBSD requirements of December 9, 2004. A draft copy will be sent to all Board members for review and will be delivered to the School District by December 16 for their December 20 Board meeting.

Meeting Adjourned

Motion by Ken Karch to adjourn the meeting at 6:50 p.m. Motion carried.

Approved as read:


R.D. Williams, President of the Board


Cheri Jones, Secretary to the Board