

West Multnomah Soil and Water Conservation District
Montgomery Park
2701 NW Vaughn St. Suite 450
Portland Oregon 97210
503-238-4775

-Adopted WMSWCD Minutes 03-19-08, approved 5-15-08.

1. Meeting location and time

- a. Location: Montgomery Park
- b. Time: 6:00pm
- c. Meeting called to order by Brian Lightcap

2. Introductions/Agenda Approval

a. Those present:

- i. **Directors:** Brian Lightcap, George Sowder, Jeff Joslin (Arrived at 6:30pm), Kim Peterson, Terri Preeg-Riggsby, Treasurer.
- ii. **Associate Directors:** Bob Wiley, John Eccles.
- iii. **Staff:** Dick Springer, WMSWCD District Manager; Jim Robison, District Administrator; Sanjane Ceesay, AmeriCorp Education Outreach Coordinator; Kristin Quevedo, minutes.
- iv. **Agency:** Rhoda Portis, Coordinator NW Oregon Resource Conservation & Development; Steve Fedje Natural Resource Conservation Service.

3. Minutes and Treasurers Report

- a. **Director Sowder**, moved, seconded by Director Lightcap, to approve the Draft WMSWCD Minutes 2-19-08. Associate Director suggested that the item numbering be corrected and John Eccles requested that the minutes be amended by substituting "stabilization" for "enhancement in item #8 (as re-numbered), section a. Passed with 4 yes (Lightcap, Sowder, Peterson, Preeg Riggsby); 0 NO votes.

b. Treasurer's Report: Treasurer Terri Preeg Riggsby reported that all bills have been paid, and no bills outstanding. It was not on the agenda, but she wanted to discuss that Director Springer did not have a spending limit (for which he would not have to come to the Board for approval), and that a policy needed to be added to the agenda. And, in addition, she also thought that a credit card would help provide flexibility in spending.

Jim Robison, district administrator on behalf of board treasurer Preeg Riggsby, prepared and submitted the following WMSWCD documents to the board: (*Journal, February 2008; General Fund Budget vs. Actual 3/14/08; Balance Sheet, 3/14/08; Unpaid Bills 3/14/08.*)

Director Lightcap agreed to put the credit card policy into the agenda and that he will insert it in with the vehicle expenses.

Director Sowder questioned an item in the Journal report. It was pointed out that it was for the Forest Park Conservancy Stewardship Day, for pulling ivy, and WMSWCD is the co-host and a sponsor for the Linnton Site.

GARLIC MUSTARD DISPOSAL

Brian brought up that at the last SRN meeting, that Sen Spiroff said that she had not been paid for the cost of the garlic mustard disposal in 2007.

District Administrator Robison said that he would check the records, and report back.

4. **Directors' Reports**

a. Report on Forest Park Conservancy (Lightcap/Springer)

Brian Lightcap reported that he worked with the Forest Park Conservancy pulling ivy (on March 15th), and that over 200 people were there, some were out of state. The beer and chili was great.

Chair Lightcap also reported that he had attended the most recent meeting of the Sturgeon Lake Planning Group

b. Monthly Drainage Meeting (Wiley)

Bob Wiley reported on the Sauvie Island Drainage Improvement Company monthly meeting. He mentioned that one of the most important issues currently facing the drainage district was compliance with the US Corp of Engineers' requirement to remove trees from levees to continue to meet current standards for certification. Director Sowder inquired if he knew if the "science" had changed concerning the threat trees pose to the integrity of the dikes in light of the challenge that the Bridgeton Neighborhood had made in court to the Peninsula Drainage District No. 2. He answered that he did not know, but he doubted it. He added that he thought that the Bridgeton's court challenge had been denied. He said the residents felt the trees enhanced the neighborhood. So this is why there was a mass protest because the people did not want to lose the trees. FEMA & the Corp of Engineers had to explain the scientific reasons for removing the trees near the levee. FEMA explained that the trees destabilize the levee. The current standards as they apply to the Sauvie Island levees (of which there are 18 miles within the districts boundaries) are: all trees with trunk diameters over 4 inches must be removed, and remaining trees must meet a minimum spacing of 18 feet. All others must be removed, including the roots, and the cavity replaced with rock and gravel otherwise it could create channels through which water could infiltrate and weaken the levee.

c. Tryon Creek Restoration Monitoring Project (TCWC) (Terri Preeg Riggsby)

Terri (Tryon Creek Watershed Council Chair) reported that there will be a media event to celebrate the success of State and Federal agencies that have collaborated to improve the passage of the fish migration into the Tryon Creek watershed. US Fish and Wildlife conducted "electrofishing" surveys of Tryon Creek and those results show that Cutthroat Trout, Coho Salmon, steelhead and the Pacific Lamprey Eels have returned to the stream and have been found above the culvert. This survey will play a part of the project to retrofit and eventually replace the culvert.

d. Director Jeff Joslin updated the board on the ongoing ESCO landfill land conditional use application. He said he expected the application to be approved with conditions. His group would appeal the decision if Multnomah County approved the conditional use permit to allow Esco to increase the size of their landfill.

e. John Eccles reported that Sam Chan, a researcher at OSU¹, was willing to attend tonight's Board meeting to talk about the bank stabilization on Sauvie Island but he had a conflict with the date. He requested that Sam be placed on next month's agenda.

f. Steve Fedje NRCS reported no federal farm bill yet and that he is catching up on current projects. He had completed the biological assessment for the metro property on the Multnomah Channel.

g. John Eccles reported that the grant proposal for the (RAP Camp video Project) was finished and had been submitted to the Spirit Mountain Community Fund. John Eccles distributed the document: *Draft Cooperative Agreement between the West Multnomah Soil & Water Conservation District and the Oregon Association of Conservation Districts Foundation*. (The MOU with the Oregon Association of Conservation Districts Foundation will be discussed under *New Business*.)

The board briefly discussed the dollar commitment of WMSWCD and where other contributions were coming from.

h. Dick Springer reported that he and Chair Lightcap had met with Chuck Beasley, Senior Planner with the Multnomah County Department of Land Use Planning and Multnomah County² and Jeff Cogan, Commissioner for Multnomah County.³ They utilized the opportunity to familiarize Jeff and Chuck with the importance of the Dairy Creek/Sturgeon Lake Project.

Dick Springer noted that he had sent the letter previously proposed to the Director of the ODFW, Roy Elicker, urging the ODF&W to include funding for Sturgeon Lake in their budget for the next biennium. Dick said that he intended to attend the April 7th ODFW budget hearing.

Director Lightcap noted that the OWEB grant (for the Dairy Creek/Sturgeon Lake Project Study) will be added to the agenda under **New Business**. He said that WMSWCD proposed budget for fiscal year 2008-2009, currently being considered by the WMSWCD Public Budget Committee, included a proposed contribution from the Sturgeon Lake Maintenance fund of approximately \$75,000 with an additional \$25,000 of District funds added to provide initial funding to encourage others to contribute to the proposed Dairy Creek/ Sturgeon Lake Study. The board continued to discuss issues about funding the project feasibility study. The board discussed how much the study is going to cost, and where the money would come from to fund the study, and discussed other sources of funding, and the board agreed that more was needed.

Director Sowder asked about the total cost of the study. Director Sowder questioned the original estimate for \$½ million for the feasibility study and asked that perhaps we need an update.

The board agreed that it was important to kick start the process.

j. AmeriCorps Updates. Sanjane Ceesay gave a PowerPoint presentation on his projects: (see the submitted document summarizing his projects on the Naturescaping workshop on Sauvie Island; Skyline Elementary Ivy removal/Conservation program; WMSWCD Newsletter; Neighborhood House/Jackson School Partnership; West Hills Naturescaping; Oregon Envirothon Education packages; RAP Camp 2008 Information packages; Annual National Conservation Poster Contest; Proposed partnership with Somali Refugee Community and RNAP; Rain Garden Classes.) (See doc: *Sanjane Ceesay – Projects (2007-2008) Update*). He also talked about his Americorp individual project which he described as a Community Action Project focusing on rain gardens that he was conducting with the assistance of EMSWCD.

k. Jim Robison updated the Board about the enhanced capabilities of the WMSWCD website with the new hosting service.

l. Director Dick Springer submitted his report to the board about his activities for the month. (See doc: *March '08 Monthly Director's Report*). He reported that the WMSWCD Conservation Planner, Kammy Kern-Korot, was increasing contacts and that Dave Bowman, EMSWCD conservation practices implantation specialist, was working with Kammy with field visits.

[5. No old business]

6. Discussion

❖ MISSION STATEMENT/STRATIC PLAN

a. Dick Springer expressed his desire that the Board revisit WMSWCD's Strategic Plan. He suggested that a couple of options: one, that one goal be reviewed per month; or that a board retreat be scheduled to review the Plan. The Board discussed its current work load for the next three months and came to no conclusion concerning

review of the Strategic Plan. Dick asked that the individual members of the Board review the strategic plan and email him their thoughts and comments.

b. District LOGO

Dick and Terry will meet and talk about logos for WMSWCD.

Brian suggested that the logos could be put on-line, or sent in emails and people could comment about them. Everyone was reminded about Nane Tuniman's extensive professional graphic skills.

❖ Vehicle

Jim Robison summarized his research concerning purchase of a vehicle for District use.

The board discussed the necessity of purchasing a vehicle for district business. The options presented were to either get an SUV hybrid, diesel/bio diesel model, a new vehicle, or a used vehicle from a group such as the firefighters, who might have a surplus of vehicles, or we could find a vehicle through the state purchasing pool. The budget for this vehicle was agreed.

Director Lightcap made a motion , seconded by Director Preeg Riggsby, to support the staff recommendation to purchase a vehicle for District use, to consider used vehicles, as well as new, and to set a budget limit of \$30,000 for such purchase. Motion passed with 4 YES votes; and 1 NO vote (Peterson).

❖ Credit Card Policy

Director Joslin made a motion, seconded by Director Sowder, to give Jim Robison, Dick Springer, and Kammy Kern-Korot District credit cards with a \$500.00 limit. Motion Passed with 4 YES votes; and 1 NO vote (Peterson).

❖ SPENDING LIMITS

The board discussed an amount of money that could be spent by the District Manager without requiring a Board Action . Director Preeg Riggsby suggested either a \$1,000 or \$2,000 dollar limit. The board requested that she bring a draft policy for Board review at its next regularly scheduled monthly meeting.

7. New Business

OACD MOU for RAP Camp

Associate Director John Eccles, in reference to the document: *Draft Cooperative Agreement between the West Multnomah Soil & Water Conservation District and the Oregon Association of Conservation Districts Foundation*, requested that all board members review it and be prepared to discuss and vote on it next Board Meeting. He emphasized that the MOU must be approved by the Board by May 1st, 2008.

RAP Camp Video Project

The Board discussed the funding for the RAP Camp Video Project.

WMSWCD has applied to the Spirit Mountain Community Fund for funds to complete the RAP Camp Video Project (initiated in May-June of 2006) Through the OACD and the OACD Foundation.

Director Joslin was concerned about the project funding and requested a brief history of the project. The Board discussed Jeff's request and Chair Lightcap suggested that if Jeff had any specific questions to email them to him for a response.

It was also discussed that it was important that there needed to be clarity in the budget and that the upcoming 2008-2009 budget have the necessary funds allocated for the RAP camp video.

GRANT APPROVAL COMMITTEE

Jim Robison reminded the Board that WMSWCD needed a grant approval committee to review and award grant applications for the WMSWCD FISH grant program. He suggested that it include one Board member, one staff person, and one other member of the public.

Director Lightcap appointed Dick Springer as committee chair; Director Sowder volunteered for the 2nd position. There is a need for a 3rd person.

Jim emphasized that it is important that the members of this committee not have any conflict of interest and that it is important that the person applying for the grant is not on the committee. Jim added that a possible source for candidates for the grant review committee could be found among members of the WMSWCD Public Budget committee, or those who applied for the Budget Committee but were not appointed.

LNG ports and pipelines in Oregon, specifically Bradwood and West Port.

The board began a discussion about Northstar Plant/Pipeline. Treasurer Preeg Riggsby suggested that this issue was not part of WMSWCD mission and therefore should not be discussed..

Director Preeg Riggsby made a motion to table this item. Motion seconded by Director Joslin. Motion passed unanimously.

BACKYARD HABITAT [referenced document: copies of 2 emails; one from Jayne Cronlund to Dick Springer, March 05, 2008, subject Backyard Habitat Expansion; and, two, from Jayne Cronlund to Sharon Wood, march 5, 2008, subject: Fwd: Spirit Mountain Community Fund.]

Director Springer reported that he had entered into discussions with the non-profit groups Three Rivers and the Audubon Society primarily for invasive species removal. Three Rivers had proposed expanding the relationship. But at this state he was still "listening". He suggested that it was possible that they would want some additional funding, possibly for a coordinator/training assistant, and/or outreach person.

- ❖ Director Lightcap begged the board's indulgence and spoke to an issue of interest to him: he wanted to know how to get the forest land owners to talk about things they know about forest management and he wanted to know about their experiences in forest management.

The board continued to discuss the need to get forest land owners together, possibly at the Skyline Grange Hall to talk about these issues...of styles forest management. SRN and WMSWCD could be partners.

Director Joslin reiterated the importance to get a technical assistance grant from OWEB for the Sturgeon Lake/Dairy Creek feasibility study, and that Ducks Unlimited should partner with us for that grant application. The Meyer Memorial Trust could also be another prime candidate for this grant.

Confirm next meeting date and location and adjourn.

Director Brian Lightcap adjourned the meeting at 8:40pm.

The West Multnomah Soil and Water Conservation District Board of Directors' next meeting will be **Tuesday, April 15, 2008**, 6:00pm at the Conservation conference Room, 2701 NW Vaughn St., Suite 443, Portland.

DOCUMENTS SUBMITTED TO THE BOARD:

- ~Agenda
- ~Draft WMSWCD Minutes 2/19/08
- ~Financial Documents (as mentioned above).
- ~Sturgeon Lake ODFW draft letter (2/08) per Board direction (2/19/08)
- ~Watershed Investment Fund Grant Application 2007-2008
- ~Cooperative Agreement between WMSWCD & the OAOCDF

¹ **Sam Chan, Watershed Health/Aquatic Invasive Species, OSU Sea Grant Extension**

Sam Chan is an Assistant Professor working on watershed health and aquatic invasive species with Sea Grant Extension in Oregon State University. Sam's work focuses on understanding the pathways for invasive species to arrive and education and research on their prevention. Sam is currently the Chair of the Outreach and Education for the Oregon Invasive Species Council and served as the Chair of the Council in 2006. Prior to joining the Sea Grant Extension Program, Sam served as research plant physiologist with the USDA Forest Service studying the management and restoration of riparian forests, streamsides and wetlands.

² Chuck Beasley, Senior Planner
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³ Jeff Cogan is Multnomah Counties' delegate to Metro's Urban/Rural Reserves Steering committee and one of only four voting members.