



WMSWCD Board Meeting Minutes 03/15/2011

1. Meeting location and time

- a. Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 450, Portland
- b. The meeting was called to order at 6:00 PM.

2. Introductions/Agenda Approval

- a. Those present:
 - i. Directors: Hartline, Lightcap, Miller, Patte, Preeg Riggsby, and
 - ii. Staff: Michael Ahr (Forest Conservationist); Dick Springer (District Manager); Erica Stokes (Executive Assistant); Steve Fedje, (USDA NRCS District Conservationist)
 - iii. Guest: John Byers, ODA SWCD Program Manager

3. Staff Presentation

a. Michael Ahr, Forest Conservationist

i. Board Presentation on Forest Projects PowerPoint¹

General Overview of the program. In the past year, major accomplishments with 14 landowners. Forest Stewardship Plans are a key component of the assistance that we provide. We also help landowners with various improvements. We are focusing in the McCarthy Creek area. Kammy's also has several healthy streams projects in this area. Environmental Quality Incentives Program (EQUIP) is highly available for forest landowners (this is a Federal NRCS funding). Tree school is an upcoming event (600 landowners). Woodland information night is another occurring on April 27th.

4. Minutes and Treasurers Report

a. Minutes

i. WMSWCD 02/15/11 Board Meeting Minutes²

Director Preeg Riggsby made a motion to approve the minutes. Director Lightcap seconded the motion.

The motion was approved (5-0), ayes, all

b. Treasurer's Reports

i. WMSWCD-Balance Sheet- As of February 28, 2011³

ii. WMSWCD-General Fund Budget vs. Actual- July through February 2011⁴

iii. WMSWCD-Profit and Loss Budget Performance February 2011⁵

Treasurer Miller noted that as of the end of February there is an \$85,000 surplus; that WMSWCD is under expenses on Contracted Services by \$44,000 and by \$29,000 for Program Expenses; Personnel expenses for PERS and Insurance are \$23,000 higher than anticipated because of increases beyond WMSWCD's control, and the hiring of the Part-Time Technical Conservationist. Revenues are right on track.

4. Director and Staff Reports; Guest Report

a. Guest Report

John Byers introduced himself as the new Program Manager in charge of the SWCD Program for ODA and provided a budget overview. He noted there were 3 FTE devoted to SWCDs statewide, and that the CONNECT training for staff is coming up. WMSWCD receives \$58,000 annually from ODA for the ODA Scope of Work grant that is submitted annually for water quality education efforts and projects related to Senate Bill 1010. He noted that for smaller SWCDs without a tax base, ODA is working with OWEB to secure funding that will be used by those districts to bridge the gap between when the current fiscal year's SOW funds expire and the first installment for the following fiscal year is received.

b. Directors Reports

Directors Preeg Riggsby and Lightcap attended the SWCD and Watershed Council Day at the Legislature along with Manager Springer. They met with Senators Devlin and Johnson, as well as Representative Greenlick to discuss: OWEB lottery funding for conservation projects; the Tryon Creek culvert and placing a bridge here to benefit fish (with Senator Devlin who represents that district); and Forest Park's ecological health, restoration efforts, and the possibility of the Park becoming a state rather than Portland City Park (Representative Greenlick). It was noted that the City Club of Portland's Report on Forest Park as well as the City of Portland's Natural Areas Plan for Forest Park are quite useful and could be tools WMSWCD uses as a reference for creating priority areas. Lastly, it was noted the WMSWCD might consider partnering with neighboring SWCDs to create Rural and Urban Living Handbooks for constituents.

Director Miller noted that he is working with Michael Ahr on creating an interpretive, educational trail at Skyline Grange. A similar project will likely happen at the Sauvie Island Grange as well.

Chair Hartline noted that almost all of the ivy is removed from the Sauvie Island Grange, that the hedgerow will be going in soon, and that native planting has been done.

Director Preeg Riggsby noted that the Vermont Hills Community Garden, which WMSWCD supports fiscally, is adding a larger native garden area as well and will be seeking further funds from the WMSWCD's community garden funding pot. She tabled at the Yard, Garden and Patio Show on behalf of WMSWCD and spoke to several community members about native and invasive plants. Also, the City's Urban Tree Code, which she testified on for WMSWCD, made some edits, but these do not impact the District's work so no further testimony will be offered at this time.

c. Staff Reports

Steve Fedje noted that a West Multnomah County organic cooperator is pursuing EQUIP funding for irrigation. He also noted that he is on the Working Lands Committee for the Intertwine, namely to discuss how sustainable agriculture will be resilient during climate change.

The staff submitted written *Staff Reports*⁶. Planting season is upon us and we worked on tens of thousands of plants. FISH met and approved 6 grants last week.

5. Discussion

a. Proposal to Enhance Board Meeting Format

Director Patte discussed the idea of focusing more of the board meeting on Staff Reporting rather than Director Reporting; the board should provide leadership on staff activities rather than discuss what they are doing. The suggestion was made to end board meetings with a quick

update of relevant director activities, e.g. upcoming events, requests for assistance on WMSWCD projects on which directors are involved, etc.

He also suggested that agenda items should be solicited from both the board and staff ahead of the meeting time via email. Items could be decided upon ahead of time so that extraneous items are removed from the agenda prior to the meeting. Currently, the staff does contribute items, as does the board, but going forward, both staff and board will be copied on the same email so that there is transparency. The board would like the staff to dictate more of the priorities for the meetings. The board is happy to hear a staff presentation, focused on one or two projects, or a program area, at each meeting. Ideally, these presentations will assist in the board being prepared for the budget requests that will occur in preparation for the coming fiscal year.

Director Miller also noted that in his work with the Literary Arts Council, the board receives a one page overview of notable activities that have occurred since the previous board meeting. This update informs directors and eliminates the need for conversations during board meetings, i.e. allows the meetings to be more focused on action.

b. RC & D Funding

RC & D is not listed in the current State budget though there is a continuing resolution for the budgets now, and they will not be voted on for another three weeks. Historically, WMSWCD has written a letter of support for RC & D. Director Lightcap offered to do so again and send it on behalf of the board.

c. Budget Planning

Director Lightcap noted that the board and staff should work toward a five year plan to help guide the District's work so that annual budgets reflect these priorities.

There next board meeting is scheduled for Wednesday, April 19, 2011 at 6:00 PM.

The Budget Committee meeting will occur on March 29th at 6 PM. I

The meeting was adjourned by Chair Hartline at 7:50 PM.

¹ Board Presentation on Forest Projects PowerPoint

² WMSWCD 1/15/11 Board Meeting Minutes

³ WMSWCD-Balance Sheet- As of February 28, 2011

⁴ WMSWCD-General Fund Budget vs. Actual- February 2011

⁵ WMSWCD-Profit and Loss Budget Performance February 2011

⁶ Staff Reports