



WMSWCD Board Meeting Minutes 05/17/2011

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 6:02 PM.

2. Introductions/Agenda Approval

- a. Those present:
 - i. Directors: Hartline, Lightcap, Miller, Patte, and Sowder
 - ii. Staff: Scott Gall (Rural Conservationist); Dick Springer (District Manager); Erica Stokes (Executive Assistant); Steve Fedje, (USDA NRCS District Conservationist)
 - iii. Guest: Sheila Marcoe, ODA Water Quality Specialist

3. Presentations

a. Sheila Marcoe, ODA Water Quality Specialist

- i. *Biennial Review Process Presentation*¹

b. Michelle Bussard, Executive Director, Forest Park Conservancy

- i. *West Multnomah SWCD & FPC Partnership Funding Proposal*²
- ii. *The Greater Forest Park Conservation Initiative Project Outline and Donor Prospectus*³
- iii. *Project Proposal*⁴

The board would like to see a budget projection in early June so that they can decide if they want to fund the proposal. Questions were raised about some of the costs in the project budget that was submitted. Michelle will be sending over an updated proposal. FPC would like the request to be funded before the end of June so that their field crew staff will not have to be laid off for lack of funds and also to use as leverage for additional fundraising (several grants has been submitted to various donors). The board will consider the proposal and likely make a decision at the June board meeting.

c. Scott Gall, Rural Conservationist

- i. *Board Presentation on Water Quality Program*⁵

The board asked how this data is being used in terms of prioritizing the technical staff's efforts. Answer: Yes, but there is not a formal process in place yet. The board briefly discussed the idea that the FISH grant program could be changed so that projects will be judged based on how they fit into these priority areas. There was also discussion of the various sources of pollution and how WMSWCD is addressing these, e.g. if septic tanks are often a source of these issues perhaps WMSWCD should focus some of its efforts on septic. WMSWCD has done trainings on this in the past and will do so in the future. Director Lightcap also suggested pursuing the Wildwood golf course as a place where water quality could be improved. Manager Springer has reached out to Tom Calabrese regarding this, but hasn't heard back yet.

4. Minutes and Treasurers Report

a. Minutes

- i. *WMSWCD 03/15/11 Board Meeting Minutes*⁶

Director Lightcap made a motion to approve the minutes. Director Patte seconded the motion. The motion was approved (4-0), ayes, all. Director Sowder had to leave before the vote.

b. Treasurer's Reports

- i. *WMSWCD-Balance Sheet- As of May 11, 2011*⁷
- ii. *WMSWCD-General Fund Budget vs. Actual- July through May 11, 2011*⁸
- iii. *WMSWCD-Profit and Loss Budget Performance April 2011*⁹

Treasurer Miller noted that WMSWCD will be just shy of reaching its projected property tax income; that QuickBooks has been reformatted to show expenditures that have come from the contingency portion of the budget. It was noted that these expenses were all Board approved, i.e., the mid-year hiring of a part-time conservation technician and the purchase of a new computer network.

4. Director and Staff Reports; Guest Report

a. Directors Reports

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. This trail is a complement to the pollinator hedgerow project. Director Sowder assisted in staking the trail.

Director Lightcap noted that he submitted a letter of support for an OWEB grant for Crabapple Creek flood plain project involving a number of partners. This project involves removing culverts and replacing them with a box culvert among other things. Erica will send this letter to the board.

c. Staff Reports

The staff submitted written *Staff Reports*¹⁰.

5. Discussion

a. Forest Park Conservancy Funding Request

Director Miller requested a budget projection by June 1st for the rest of the WMSWCD fiscal year so as to determine how much contingency funding will be left should the board decide to fund the FPC proposal. The Board would also like to hear from Mary Logalbo on her thoughts about the project as she has worked closely with the FPC on this and other projects. The Board will likely make a decision by the next Board meeting in June where the 2011-12 budget must also be adopted.

b. Board Meeting Format

The Directors & Staff Reports agenda item will no longer appear. Agenda items are solicited at the beginning of each month which the board feels provides ample time for people to schedule agenda items.

Additionally, though the meetings are public it is at the discretion of the Board to let members of the public speak. Thus, all guests will be asked to request a slot on the agenda in advance so the

meeting agendas are followed both in terms of time allotted for each topic and the topics themselves.

There next Board meeting is scheduled for Tuesday, June 21 at 6:00 PM.

This is also the public budget hearing where the board must adopt the budget.

The meeting was adjourned by Chair Hartline at 8:00 PM.

¹ *Biennial Review Process Presentation*

² *West Multnomah SWCD & FPC Partnership Funding Proposal*

³ *The Greater Forest Park Conservation Initiative Project Outline and Donor Prospectus
Project Proposal*

⁵ *Board Presentation on Water Quality Program*

⁶ *WMSWCD 03/15/11 Board Meeting Minutes*

⁷ *WMSWCD-Balance Sheet- As of May 11, 2011*

⁸ *WMSWCD-General Fund Budget vs. Actual- July through May 11, 2011*

⁹ *WMSWCD-Profit and Loss Budget Performance April 2011*

¹⁰ *Staff Reports*