



## WMSWCD Board Meeting Minutes 4/17/12

### 1. Meeting location and time

Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 450, Portland  
The meeting was called to order at 6:06 PM.

### 2. Introductions/Agenda Approval

Those present:

- a. Directors: Hartline, Lightcap, M. Miller, Preeg Riggsby, Sowder; Associate Director Weston Miller
- b. Staff: District Manager Springer, Education Coordinator Stokes, Operations Administrator Levis, Urban Conservationist Logalbo

### 3. Minutes, Treasurer's Report, Staff Reports

- a. **Minutes:** *WMSWCD 3/20/12 Board Meeting Minutes<sup>1</sup>*

Director M. Miller made a motion to approve the minutes. Director Lightcap seconded the motion. The motion was approved (5-0), ayes all.

- b. **Treasurer's Reports:** Director M. Miller reviewed and discussed the following reports, highlighting that our Property Taxes received are right on target for the year-to-date, but our Contracted Services and Program Expenses are significantly under budget (\$192,326 and \$128,192, respectively). This is primarily due to the bulk of our costs coming through in May and June. For next month's board meeting staff will update projections of spending for these line items to determine if we'll be coming in over or under our budgeted amount.

- i. *WMSWCD-Balance Sheet- As of March 31, 2012<sup>2</sup>*
- ii. *WMSWCD-General Fund Budget vs. Actual Fiscal Year-to-date March 31, 2012<sup>3</sup>*
- iii. *WMSWCD-Profit and Loss Budget Performance Fiscal Year-to-date March 31, 2012<sup>4</sup>*

- c. **Staff Reports<sup>5</sup>:** District Manager Springer reviewed and discussed the Staff reports, commenting on the Sturgeon Lake activities (water & sediment collections), involvement with ODFW, golf course greening efforts, and upcoming CONNECT training. Also discussed were the upcoming listening sessions sponsored by OWEB and plans for some staff to attend the session in Salem.

### 4. Presentation by Urban Conservationist Mary Logalbo

- a. Invasive Species Program
- b. Urban Watershed Mentor Program

### 5. Partner Funding Proposals

The Board reviewed and discussed the staff's recommendations on which projects should receive full vs. partial funding and a motion was made by Director Preeg Riggsby to approve the Partner Funding Requests of \$60,500. Director M. Miller seconded the motion. The motion was unanimously approved.

## 6. Agreement to transfer ECREP responsibilities from WMSWCD to TSWCD<sup>6</sup>

TSWCD has a robust ECREP program, two dedicated staff, and close coordination with FSA, which works out of the same office as TSWCD and provides information about CREP programmatic updates made at the state and federal level. TSWCD also has close coordination with CWS, the primary program funder. WMSWCD has only three ECREP projects, a small geographic area within the eligible area, and does not anticipate additional ECREP sign-ups. Because of this, as discussed at previous meetings, program partners agree it is more efficient for all parties involved if TSWCD assumes responsibility for the three ECREP projects within the WMSWCD geographic area. A motion was made by Director Preeg Riggsby to approve the Agreement to transfer ECREP responsibilities from WMSWCD to TSWCD. Director Lightcap seconded the motion. The motion was unanimously approved and Chair Hartline signed the Agreement.

## 7. Strategic Plan<sup>7</sup>

All edits received to-date from the Board have been incorporated in the document. Some minor revisions are still expected related to fine tuning some of the goals. The Board discussed and revised Goal 6, focusing specifically on the Board component. The remaining edits will be completed in the next couple of weeks and the posted on our website for public comment, as well as sent by email to our Partners to solicit comments. Further discussion on public comments received will occur at the May Board meeting, with the goal of adopting a fully vetted Strategic Plan at the June board meeting, allowing the work laid out in the plan to begin in July 2012.

**The next board meeting is scheduled for Tuesday, May 15, 2012, at 6:00 PM.**

The meeting was adjourned by Chair Hartline at 8:18 PM.

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<sup>1</sup> WMSWCD 1/24/12 Board Meeting Minutes

<sup>2</sup> WMSWCD-Balance Sheet- As of February 29, 2012

<sup>3</sup> WMSWCD -General Fund Budget vs. Actual Fiscal Year-to-date February 29, 2012

<sup>4</sup> WMSWCD -Profit and Loss Budget Performance Fiscal Year-to-date February 29, 2012

<sup>5</sup> Staff Report

<sup>6</sup> Agreement to transfer ECREP responsibilities from WMSWCD to TSWCD

<sup>7</sup> Strategic Plan Draft