



WMSW Conservation District Board Meeting Minutes 10/3/13

1. Meeting location and time

Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 450, Portland

The meeting was called to order at 6:02 PM.

2. Introductions/Agenda Approval

Board Members present: Directors Hartline, Lightcap, Sowder, Preeg Riggsby, Peterson; Board Members absent and excused: M. Miller, Patte; Associate Directors W. Miller and Looney; Staff: Springer, Levis, Gall; Guests: James Adams, Project Manager, US Army Corps of Engineers (ACE), Portland District, who will present information on funds spent to-date and projected costs related to Sturgeon Lake work, and Wm. F. (Fritz) Paulus, attorney, newly retained by WMSWCD to work on legal aspects of Sturgeon Lake project and related agreements.

Director Lightcap asked to add an item to the agenda: Oregon Association of Conservation Districts (OACD) Annual Meeting. Chair Hartline added item.

3. Minutes: *WMSW Conservation District 9/12/13 Board Meeting Minutes*¹

Director Preeg Riggsby made a motion to approve the minutes. The motion was seconded by Director Lightcap and approved by all.

4. ACE update from James Adams on Sturgeon Lake Project:

ACE initiated a feasibility study and paid for all the work upfront at a cost of approx. \$938,000.

WMSWCD has no financial obligation until a Project Partnership Agreement (PPA) is signed between ACE and WMSWCD. Once the PPA is signed, ACE will begin the Design and Implementation phase of the project. The total cost of the project, including the \$938k already spent, is expected to be \$6.659 million. Of this amount, WMSWCD, as the local sponsor, would be responsible for paying 25%, or approx. \$1.665 million, plus any spending incurred by ACE that exceeds their maximum share contribution of \$5 million.

The PPA would specify how WMSWCD's match could be split among cash, work-in-kind (i.e., staff time) and LERRD (value of Land, Easements, Right-of-ways, Relocation, and Disposal). Mr. Adams stated that current estimates of these items are: LERRD of \$418k, work-in-kind of \$80k, and cash \$1.2 million. If and when a PPA is signed, which could be in FY14, 15, or 16, ACE will require a cash payment of \$300k, representing WMSWCD's 25% share of \$938 already spent plus approx. \$50k towards spending related to the next phase of project. Funds allocated to Sturgeon Lake in the current approved budget are a \$42.5k grant from OWEB (to be funded no later than 12/31/2013) and \$75k in cash.

Although a PPA does not need to be signed immediately, ACE would like WMSWCD to sign the local sponsorship form, which doesn't obligate us, but does state that WMSWCD intends to provide the 25% match of total project costs. WMSWCD would add an addendum to the form stating that they intend to pursue funding through a combination of sources: commitments from other organizations (such as Oregon Dept. of Fish & Wildlife (ODFW), Bonneville Power Authority, Ducks Unlimited), funds from WMSWCD local property tax revenue base, and fundraising, but currently WMSWCD has no commitments from outside parties and cannot determine how much of their property tax revenue funds could be made available in future years. Attorney Fritz Paulus will draft this addendum.

The Directors also asked DM Springer and Staff Gall to provide a multi-year plan outlining potential funding sources and projected expenditures by year. Other issues to be resolved are ongoing commitments to pay for operations and maintenance, which the Directors felt should be ODFW's responsibility. Overall the Directors remain committed to the project and willing to be the local sponsor until ODFW is ready/capable of taking over.

5. **Staff Reports:** DM Springer announced that he and other staff members would be at Moorage meeting with owners on Saturday, 10/5/13. Additionally, he reminded board that, due to the change of the monthly meeting to the first Thursday of the month, the financials for the just completed month would not be available for board review until the following month; however, he and the Treasurer would be reviewing all financials and reconciliations, as always, within two weeks of month end. He referred the Board to Staff's reports for recaps of all activities and projects.
6. **OACD Annual Meeting:** Director Lightcap announced that the OACD annual meeting would be on Nov. 6, 7, and 8th in Newport, OR, and he encouraged all Directors to attend. Most had conflicting events on those days, including WMSWCD's board meeting, but two Board members said they would try go for at least one or two days.
7. **Our next Board Meeting** will be at our offices at 2701 Vaughn St., Suite 450, in Portland on Thursday, November 7, 2013, from 6:00 PM to 8:00 PM.
8. At 7:45 PM Director Preeg Riggsby made a motion to adjourn the meeting. Director Peterson seconded. The motion was approved by all.

¹ WMSWCD 9/12/13 Board Meeting Minutes

² Staff Reports