



WMSW Conservation District Board Meeting Minutes 11/7/13

1. Meeting location and time

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

The meeting was called to order at 6:05 PM.

2. **Staff presentation by Mary Logalbo, Urban Conservationist:** Highlighted were partner funding program and results, updates on demonstration sites, meadowscaping, and capacity issues with potential options for expanding using existing resources. Such options include additional work related to Linnton within the Forest Park Initiative. Director M. Miller asked more detail in January, when budget work begins, related to our Partner Funding 5-year trend.

3. Introductions/Agenda Approval

Board Members present: Directors Hartline, Lightcap, Sowder, Preeg Riggsby, Peterson, M. Miller, Patte; Associate Directors W. Miller and Looney; Staff: Springer, Levis, Logalbo

4. Minutes: *WMSW Conservation District 10/3/13 Board Meeting Minutes*¹

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

5. **Treasurer's Reports:** Director M. Miller gave a brief overview of the results of our Annual Audit, highlighting our clean opinion. Director M. Miller made a motion to approve the Annual Audit and associated Audited Annual Financial Report for the fiscal year ended June 30, 2013. The motion was seconded by Director Patte and approved by all. Additionally he reviewed the following reports, noting that variances from budget were primarily timing related:

- i. *WMSWCD-Balance Sheet- As of September 30, 2013*²
- ii. *WMSWCD-General Fund Budget vs. Actual Fiscal Year-to-date September 30, 2013*³
- iii. *WMSWCD-Profit and Loss Budget Performance Fiscal Year-to-date September 30, 2013*⁴

6. **Sturgeon Lake Update:** District Manager Springer summarized the work to date on Sturgeon Lake. The Local Sponsorship form addendum, drafted by attorney Fritz Paulus, was submitted to Army Corps of Engineers (ACE) two weeks ago, and WMSW Conservation District is awaiting ACE's response. DM Springer said there are four target groups that WMSWCD will be working with over the next couple of months: (i) those landowners immediately adjacent to Dairy Creek (Springer and Gall are planning a meeting with this group and ACE by the end of the month to update them on the planned work and answer any questions or concerns that are raised); initially, these landowners will be asked to allow easements and permits for entry during the work; (ii) agencies, partners and funders, including the Working Group, which had met regularly, but has been dormant lately, and the general Sauvie Island community; (iii) political leadership such as Metro District 5 Representative Councilor Sam Chase, County Commissioner, and Congresswoman Bonamici for the purpose of obtaining resolutions/endorsements/support; (iv) BPA and ODFW. The Directors requested that a road map (strategy) of planned activities over the next 2 to 3 months be provided, specifically detailing the planned sequence of events (for example, clarification from BPA on amount they intend to contribute is needed before any meetings with ODFW, Congresswoman Bonamici, etc.). Additionally, Director Patte suggested that key funding sources need to be communicated in the strategy.

7. **Staff Reports:** DM Springer notified the Board that Steve Fedje, the District's NRCS Conservationist, would be retiring within the next two months. No decisions have been made yet about whom (if anyone) NRCS would relocate to work out of the Montgomery Park office. The Board and members of Staff plan to write letters to NRCS to support the importance of and critical need for an NRCS District Conservationist working alongside WMSWCD Staff in the same office. DM Springer also briefed the Board on the excellent time management training that was held for all staff earlier in the week, and he referred the Board to Staff's reports for recaps of all other activities and projects.
8. **Our Board** will meet next at the Holiday Party on Thursday, December 5, 2013, at 5:30 pm, at O'Connor's in Multnomah Village, 7850 S.W. Capitol Hwy. An abbreviated Board Meeting might be held immediately following the party if necessary to take care of urgent business.
9. At 7:50 PM Director M. Miller made a motion to adjourn the meeting. Director Sowder seconded. The motion was approved by all.

¹ WMSWCD 10/3/13 Board Meeting Minutes²

² WMSWCD-Balance Sheet- As of September 30, 2013

³ WMSWCD -General Fund Budget vs. Actual Fiscal Year-to-date September 30, 2013

⁴ WMSWCD -Profit and Loss Budget Performance Fiscal Year-to-date September 30, 2013

⁵ Staff Reports