

**WMSW Conservation District Board Meeting Minutes 1/8/15****1. Meeting location and time**

Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 450, Portland, OR 97210
The meeting was called to order at 6:02 PM.

2. Introductions/Agenda Approval

Board Members present: Directors Hartline, Lightcap, Looney, Miller, Peterson, Preeg Riggsby, Sowder; Staff: DM Springer, Levis; Guest: NRCS District Conservationist Kim Galland. Director Lightcap moved to approve the agenda, modified for introduction of new NRCS District Conservationist and logo discussion; Director Looney seconded; all approved (7-0).

3. NRCS Update: NRCS DC Galland, hired as the new District Conservationist in November 2014, briefly recapped programs she is working on and invited all Directors to attend the local working group meeting on 1/27/15 in Hillsboro NRCS office and have input on the NRCS programs that will be funded over the next 2 to 5 years. Director Miller requested that the High Tunnel program continue with full funding. DC Galland will be on the February board meeting agenda to give a full overview of NRCS programs and her work.**4. Oath of Office:** Director Hartline administered the Oath of Office to Directors Lightcap, Looney, Miller, Preeg Riggsby, all of whom were elected to a four-year term in the November 2014 general election. The newly-elected Directors signed their Oath of Office, which was then signed by Director Hartline.**5. Election of Board Officers:** Nominated to serve a 2-year term were Director Preeg Riggsby as Chair, Looney as Vice-Chair, Miller as Treasurer, Lightcap as Secretary. Director Sowder moved that the nominated slate of officers be elected for the 2015-2017 term. Director Hartline seconded the motion and all approved (7-0). Director Preeg Riggsby reminded board that she would be recusing herself from all Sturgeon Lake discussions as she is working on an ODFW audit as part of her job as a Performance Auditor with the Oregon Secretary of State's Office.**6. Minutes:** *WMSWCD Conservation District 11/6/14 Board Meeting Minutes¹*

Director Lightcap made a motion to approve the minutes, as amended for his not attending the NW RC&D meeting. The motion was seconded by Director Looney; all approved (7-0).

7. Review of Treasurer's Reports: Director Miller reported that spending is on track, with variances due primarily to timing differences, and property tax revenue collections are ahead of where they were in the prior year. Sturgeon Lake budgeted revenues of \$502,585 (consisting of funds from Multnomah County, OWEB, and Oregon Wildlife Federation) and associated spending are expected to occur later in 2015 and could be pushed into the following year's budget. DM Springer will give an update on Sturgeon Lake later in the meeting.**8. Budget FY2015-16:** After discussion and review, Director Miller made a motion to appoint District Controller Levis as Budget Officer for the coming budget cycle for FY2015-16 and to approve the proposed budget calendar. The motion was seconded by Director Lightcap and approved by all (7-0).**9. Recruiting for Associate Board Members and Budget Committee Members:** Director Hartline has contacted and distributed applications to those candidates suggested by Staff and other board members. They are all eligible electors residing within the boundaries of the West Multnomah Soil & Water Conservation District. She outlined the impressive backgrounds and skills of the candidates being considered and proposed inviting them to next month's board meeting to meet the board and staff members attending. All agreed.

- 10. OACD Annual Meeting and Regional Basin Chair News:** Director Lightcap, as the newly elected Regional Basin Chair, has been in contact with all members to solicit ideas for OACD convention topics. He also discussed the Ecumenical Ministries of Oregon (EMO) 2015 Earth Care Summit to be held on 1/24-1/25 and the possibility of sharing a booth with EMSWCD; he asked that DM Springer or Communications Coordinator contact East's board to propose the idea. He will be sending the summit registration information to all board members so they can consider attending.
- 11. Discussion Items for Future Board Meetings:** As discussed earlier in meeting, new NRCS DC will be on the agenda in February to update board on NRCS programs. Related to outreach efforts, such as the Earth Care summit that Director Lightcap proposed, Directors suggested getting a full slate of all outreach opportunities and then choosing which would be most strategic for board and staff to participate in before committing to any in particular. Related to partner funding, Directors reaffirmed their commitment to funding groups that enable us to leverage our resources to reach a greater number of landowners and homeowner associations and to assist community groups that share our mission (including Outdoor School). Board would like to hear more from Staff about the Partner Funding Program (perhaps at the joint board/staff meeting in February), including proposals for supplemental funding late in the fiscal year if originally unanticipated funds become available. Director Hartline proposed having Esther Lev come in to talk about the Sauvie Island Wetlands conservancy project. DM Springer proposed having Kim Silva from Friends of Outdoor School attend a future meeting. Director Hartline asked that staff share their goals for proposed diversity initiatives with the full board at the February joint staff/board meeting.
- 12. Staff Reports and Sturgeon Lake Project Update:** DM updated the board on staff projects, including his work on the Intertwine board, including that board's planned greater role on advocacy issues. He referred the Board to Staff Reports for further details on all programs. Regarding Sturgeon Lake, he reported that he, S. Gall, and Director Lightcap met with Jim Adams, Corp Project Manager, and learned that construction will be delayed until 2016. However, design and implementation work will begin this year, and our share of the feasibility study (approx. \$250,000) will become due. They also learned that potential property acquisitions of 5 to 6 acres (previously projected to cost \$418,000) adjacent to the project will not be necessary and that construction easements will suffice. An updated chart showing the breakdown by year of expected resources and expenditures will be prepared for the next meeting.
- 13. Update on Multnomah County Comprehensive Plan Review:** This items was tabled to a future meeting.
- 14. Logo:** To honor our existing logo, which is soon to be retired, Director Lightcap wrote a respectful goodbye with details about the logo's origins and significance. Director Hartline will be sending this out to all board members.
- 15. Announcements/Reminders/Confirmation of next meeting:** The February Board meeting on 2/5/15 will be preceded by a joint Staff/Board meeting, beginning at 5:00 PM, to review the highlights of and major changes to the staff's annual work plans for FY2015-16 and how the work plans fit into the FY2015-16 budget and the 2015-2020 Long Range Business Plan. Director Looney moved to adjourn the meeting at 8:04 PM; Director Miller seconded; all approved (7-0).

¹ WMSWCD 11/6/14 Board Meeting Minutes

² WMSWCD - Balance Sheet- As of October 31 and November 30, 2014

³ WMSWCD - General Fund Budget vs. Actual Fiscal Year-to-date October 31 and November 30, 2014

⁴ WMSWCD - Profit and Loss Budget Performance Fiscal Year-to-date as of October 31 and November 30, 2014

⁵ Staff Reports