



West Multnomah Soil & Water Conservation District Board Meeting Minutes 6/2/2016

1. **Meeting Location and Time:**

Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 452, Portland

The meeting was called to order by Director Preeg Riggsby at 6:07 PM.

2. **Introductions and Agenda Approval:**

Board Members Present: Directors Hartline, Looney, Miller, Peterson, Preeg Riggsby, Sowder; Board members absent (excused): Lightcap; Associate Directors Present: Hamer, Weedall; District Manager (DM): Cathcart; Staff: Ahr, Levis, Razalenti. Agenda approved by consensus.

3. **Staff Presentation: Forest Program Partnerships: Greater Forest Park Conservation Initiative and NRCS**

Staff member Ahr updated the Board on the District's forestry partnerships and the ways forest restoration can be funded. He discussed how the District can assist clients by helping them find the programs that will serve them best.

4. **Minutes:** *WMSW Conservation District 5/5/2016 Board Meeting Minutesⁱ*

Minutes to be changed to read Portland General Electric instead of Portland Gas & Electric. Director Miller made a motion to approve the minutes as amended. The motion was seconded by Director Looney and approved by all (6-0).

5. **Treasurer's Report:**

Director Miller summarized the April reports and said that the District is in good condition. Programs that were under budget on the April report will be going down as we near the end of the fiscal year.

The following reports were reviewed:

a) *WMSWCD-Balance Sheet as of April 30, 2016ⁱⁱ*

b) *WMSWCD-General Fund Budget vs. Actual Fiscal Year-to-date April 30, 2016ⁱⁱⁱ*

c) *WMSWCD-Profit and Loss Budget Performance Fiscal Year-to-date April 30, 2016^{iv}*

6. **FY2016-17 Budget Hearing and Resolution**

Budget Officer Levis presented the Budget documents and associated Resolution.^v Director Preeg Riggsby made a motion for Director Looney to act as Stand-in Board Secretary. The motion was seconded by Director Miller and approved by all. After Board discussion, Director Miller made a motion to adopt the FY 2016-17 Budget in the amount of \$3,626,834, including \$1,987,817 in the General Fund, \$890,020 in the Sturgeon Lake Fund, and \$748,997 in Unappropriated and Reserve Amounts in all Funds, and with the property tax levy at the full permanent rate of \$0.0750 per \$1,000 of assessed value.

Director Sowder seconded the motion, and it was approved by all. A resolution to adopt the budget, make appropriations, and declare and categorize property taxes for FY2016-17 was approved and signed by Board Chair Preeg Riggsby and Stand-in Board Secretary Looney on June 2, 2016. See 6/2/16 Budget Hearing Minutes for further details.

7. Upcoming Director Elections

Director Preeg Riggsby announced there are four positions up for re-election: Zones 1, 2 and 3 as well as At-Large. Candidate forms will be posted on the District's website once available and staff member Razalenti will send out a notice to current Board members once they are available. Staff cannot help with this paperwork.

8. Diversity Equity and Inclusion Initiative

Associate Director Weedall reminded the Board about the scheduled October 29th Equity 101 training with the City of Portland and the next DEI committee meeting will be June 24th. All are welcome to the committee meeting. Weedall gave a brief overview of what will be covered at the DEI committee meeting. DM Cathcart gave an overview of what the DEI committee members have been continuing to work on.

9. Upcoming Board Meeting Schedule

Director Preeg Riggsby announced that there will be schedule changes to the upcoming Board meetings. August will be taken off for summer recess. There will be a brief July 7th meeting followed by a potluck social for Board members at Director Hartline's house. The November 3rd meeting will be cancelled in lieu of the October 29th all-day event (Equity 101 training followed by annual meeting and open house). December 1st will be the holiday gathering rather than a meeting.

10. Check-in Reports:

a. Director Hartline reported that she toured a mitigation bank and gave an overview of her experience. She reported that she is doing vegetation surveys for Oregon Department of Fish and Wildlife for three different areas.

b. Director Peterson reported that she went to the Friends of Trees luncheon and gave a brief overview of their annual meeting.

c. Associate Director Weedall reported that she has been working on getting the DEI Committee agenda together and went to the pollinator training that was put on by Xerces Society and District staff member Laura Taylor.

d. Director Preeg Riggsby reported that she has a screech owl living on her property.

e. Director Looney reported that she and a small group had a meeting with PGE. There were biologists attending that are going to help with the project. The channel will go from 8 feet to 15 feet which will help keep the water in the wetlands and will be beneficial to the frogs.

f. Director Sowder attended the Multnomah Planning Commission meeting and gave a brief overview of the meeting.

g. Associate Director Hamer reported that he had a handout he wanted to give everyone about identity theft^{viii} and also passed around an Intertwine article^{ix} regarding youth mentoring.

11. District Manager Check-In (See Staff Report^{vi})

DM Cathcart gave a brief overview on some of the work staff has been doing and encouraged the Board to read the staff reports. He read aloud a letter from Elaine Stewart from Metro regarding the Meadowsclaping Handbook^x.

12. Announcements/Reminders/Confirmation of next Meeting:

A reminder will be sent regarding the July 7th Board meeting at Director Hartline's property. Director Preeg Riggsby moved to adjourn the meeting at 8:02 PM; Director Looney seconded; all approved (6-0).

ⁱ WMSWCD 5/5/16 Board Meeting Minutes

ⁱⁱ WMSWCD-Balance Sheet- As of April 30, 2016

ⁱⁱⁱ WMSWCD -General Fund Budget vs. Actual Fiscal Year-to-date April 30, 2016

^{iv} WMSWCD -Profit and Loss Budget Performance Fiscal Year-to-date April 30, 2016

^v Budget documents and associated Resolution

^{vi} Staff Reports

^{vii} PGE Presentation to Linnton Neighborhood Association regarding Proposed Harborton Wetland Restoration

^{viii} Scamicide Article by Steven Weisman

^{ix} The Intertwine Article: The Power of Outdoor Mentoring

^x Letter from Elaine Stewart at Metro regarding the Meadowsclaping Handbook