



West Multnomah Soil & Water Conservation District Board Meeting Minutes 6/13/2018

1. **Meeting Location and Time:**

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

The meeting was called to order by Director Looney at 6:00 PM. Director Miller made a motion to approve the agenda as written and Director Hartline seconded the motion. The motion was approved with a vote of 4-0.

2. **Introductions and Agenda Approval**

Board Members Present: Directors Hartline (acting as Secretary for Director Lightcap), Looney (acting as Chair for Director Preeg Riggsby), Miller, Peterson; Board Members Absent (excused): Directors Lightcap, Preeg Riggsby, Sowder; Associate Directors Present: Hamer, Weedall; District Manager (DM): Cathcart; Staff: Levis, Razalenti; Guest: Sydney Scout (Budget Committee Member)

3. **Minutes:** *WMSW Conservation District 5/9/2018 Board Meeting Minutesⁱ*

Director Hartline made a motion to approve the minutes as written and Director Miller seconded the motion. The motion was approved with a vote of 4-0.

4. **Treasurer's Report**

Director Miller reported that embedded in the LGIP income there was an erroneous deposit from Washington County. The funds were transferred back over to Washington County in May and will be reflected in the May financial report. He reported that the District was in good position for accounts overall for April, and that Sturgeon Lake funds are being spent rapidly.

The following reports were reviewed:

- a) *WMSWCD-Balance Sheet as of April 30, 2018ⁱⁱ*
- b) *WMSWCD-General Fund Budget Only Budget Performance April 30, 2018ⁱⁱⁱ*
- c) *WMSWCD-Sturgeon Lake Fund Budget Performance April 30, 2018^{iv}*

5. **Fiscal Year 2018-19 Budget Hearing and Resolution**

- a. Hearing was called to order at 6:08 PM by Acting Board Chair Looney.
- b. Budget Officer & Controller Levis gave an overview of the budget as approved by the Budget Committee on April 11, 2018, which was certified with no objections by the Tax Supervising & Conservation Commission^v. She presented Recommended Changes to Approved Budget^{vi} based on updates to cash projections and new information received in the two months since the Budget Committee meeting.

- c. Adoption of Budget: Director Miller made a motion to adopt the FY 2018-19 Budget in the amount of 3,028,741, including \$1,985,271 in the General Fund, \$220,278 in the Sturgeon Lake Fund, and \$823,192 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 Hartline seconded the motion, and it was approved by all. A resolution^{vii} to adopt the budget, make appropriations, and declare and categorize property taxes for FY2018-19 was approved and signed by Acting Board Chair Looney and Acting Board Secretary Hartline on June 13, 2018.
- d. Hearing adjourned at 6:29 PM by Acting Board Chair Looney

6. Resolution: Public Participation Policy

DM Cathcart reported that the public testimony at the May Board meeting sparked Director Preeg Riggsby to look into formalizing a policy for public participation. Using guidance from the Oregon Department of Agriculture's *Soil and Water Conservation District Guidebook*, DM Cathcart and Budget Officer & Controller Levis put together a policy regarding guidelines for public participation. The Board would like this policy to be posted on the District website and have a hyperlink provided to this policy in future Board meeting agendas. Director Hartline made a motion to approve Resolution #2018-06-13b, A Resolution Adoption a Policy on Public Participation at Public Meetings^{viii}, and Director Miller seconded the motion. The motion was approved with a vote of 4-0.

7. Extension of the Long-Range Business Plan

DM Cathcart reported that the current Long-Range Business Plan is set to expire at the end of the calendar year. It was recommended that an extension be requested from Oregon Department of Agriculture for the current plan to expire at the end of the calendar year in 2019 in order to create space for stakeholder listening sessions to be incorporated into the new plan. Director Miller made a motion to extend the current Long-Range Business Plan to expire at the end of calendar year 2019, and Director Peterson seconded the motion. The motion was approved with a vote of 4-0.

8. Oregon Department of Agriculture Grant Requirement: District Annual Work Plans

Budget Officer & Controller Levis referenced the annual work plans^{ix} and explained that they are nearly the same as what the Board reviewed in February. The differences that she pointed out were that metrics were added to the work plans. Director Hartline made a motion to approve the annual work plans as written, and Director Miller seconded the motion. All approved with a vote of 4-0.

9. Diversity, Equity and Inclusion (DEI) Update

Associate Director Weedall gave a brief overview of the Coalition of Communities of Color's summer soiree event that the District helped sponsor, and announced that the next DEI meeting is July 27th from 11:30a-1:30 PM. DM Cathcart gave an overview of the Race Talks event that he attended regarding reaching out to people of color to encourage their engagement in outdoor activities.

10. Oregon Association of Conservation District (OACD) Update

DM Cathcart recommended positions for the three policy topics OACD is requesting District input on: 1) Agricultural Heritage Program Implementation^x, 2) Oregon Clean Energy Jobs Bill^{xi} and 3) Pacific Coastal Salmon Recovery Funds^{xii}. The recommended positions were selected from the options articulated in the policy papers distributed by the OACD:

Agricultural Heritage Program Implementation – Option 3 – OACD should actively advocate for increasing SWCD/OACD role in conservation grants, easement and covenant management, AND succession planning. Staff justification -- Succession planning is key to maintaining conservation investments on farm and rangelands for the long-term. Without succession planning, there is higher risk that conservation investments will be lost when the property changes hands. SWCDs have a role to play here.

Oregon Clean Energy Jobs Bill – Option 2 - Neutral on Clean Energy Jobs Bill itself, but OACD should opine on details through Interagency Workgroup on Working Lands and later advisory roles. Staff justification – Clean energy policy, cap ‘n trade regulatory requirements and the underlying issue of climate change is a political hot potato. Districts and constituents will be divided on this bill. At the same time, implementing mechanisms for the bill need the involvement of OACD and SWCDs so that the mechanisms designed to provide opportunity for rural landowners should the bill pass actually work for landowners.

Pacific Coastal Salmon Recovery Funds – The District should support efforts to get these funds restored in the federal budget for federal fiscal year 2019. Staff justification – These funds are essential to funding our brethren – especially watershed councils and the lack of them would leave a big hole in salmon recovery efforts – especially incentives for salmon recovery on private working lands.

Director Hartline made a motion to accept the staff recommendations as the Board’s recommendation for the position papers that will be communicated to OACD through the survey. Director Miller seconded the motion, and the motion was approved with a vote of 4-0.

11. Sturgeon Lake Restoration Project

DM Cathcart reported that the District is waiting on the last permit to come in for construction to begin. Mobilization will start on June 25, 2018, but work in the channel cannot start until July. DM Cathcart announced a groundbreaking event to kick off the project work in the channel on July 2nd at 11am with the Board of Directors, partners on the project, and major funders of the project.

12. Communications & Outreach Manager Recruitment

DM Cathcart gave an overview of the job announcement for the new Communications & Outreach Manager, and how the District is implementing hiring practices that have been learned at various diversity, equity, and inclusion trainings. Staff member Razalenti gave an overview of the schedule timeline for recruitment of the position.

13. Directors’ and Associate Directors’ Check-In

Associate Director Hamer reported that the water level on his property had been affected due to beaver activity. He also reported that egrets are rapidly hunting the frogs in the area, and that District staff eradicated tree ivy on his property and it worked well. Associate Director Weedall reported that she attended an event about flood control measures. Director Looney reported that she and Director Hartline pulled invasive weeds on Tuesday. Director Hartline reported that she is helping on another turtle project, and working vigorously on the Sauvie Island Conservation Plan that she is creating with staff members Kern-Korot, Myers Lindberg and District Partner Pat Welle of Scappoose Bay Watershed Council. The Plan should be printed by the next Board meeting. Director Peterson Kim reported that

there is signage on Sauvie Island that people will be fined for public drinking or possessing alcohol on the ODFW Wildlife Management Area.

14. Announcements/Reminders/Confirmation of next Meeting:

The next Board meeting will be held on Wednesday, July 11th, 2018 at 6:00 PM. Director Miller moved to adjourn the meeting at 8:02 PM; Director Hartline seconded; all approved (4-0).

i WMSWCD 5/9/18 Board Meeting Minutes

ii WMSWCD-Balance Sheet as of April 30, 2018

iii WMSWCD-General Fund Budget Only Budget Performance April 30, 2018

iv WMSWCD-Sturgeon Lake Fund Budget Performance April 30, 2018

v Tax Supervising & Conservation Commission (TSCC) Certification of Budget Letter for Board

vi Recommended Changes to Approved Budget

vii Resolution No. 2018-06-13a A Resolution Authorizing the District's Budget for the Fiscal Year 018-19, Creating Expenditure Appropriations, Setting the Tax, and Imposing the Tax

viii Resolution No. 2018-06-14b A Resolution of the West Multnomah Soil & Water Conservation District Board of Directors Adopting a Policy on Public Participation at Public Meetings

ix Annual Work Plan for Fiscal Year 2018-2019

x OACD Policy Brief: Oregon Agricultural Heritage Program

xi OACD Policy Brief: Oregon Clean Energy Jobs Bill

xii Pacific Coastal Salmon Recovery Talking Points – May 2018

xiii Staff Reports

xiv Diversity, Equity and Inclusion Report