



West Multnomah Soil & Water Conservation District Board Meeting Minutes 9/12/2018

1. Meeting Location and Time:

Location: Montgomery Park, 2701 NW Vaughn St., Suite 452, Portland
The meeting was called to order by Director Preeg Riggsby at 6:01 PM.

2. Introductions and Agenda Approval

Board Members Present: Directors Hartline, Lightcap, Looney, Miller, Peterson, Preeg Riggsby, Sowder;
Associate Directors Present: Anderson; District Manager (DM): Cathcart; Staff: Ahr, Magyar

The meeting opened with introduction of Renee Magyar, the District's new Communications & Outreach Manager, followed by round of introductions by board members and associates.

No additions to the agenda.

3. Minutes: *WMSW Conservation District 7/11/2018 Board Meeting Minutesⁱ*

Director Hartline made a motion to approve the minutes as written and Director Looney seconded the motion. The motion was approved with a vote of 7-0.

4. Public Comment

No public comment.

5. Multnomah County Land Use Decision and Permits for Metro Parks and Nature's North Tualatin Mountains Access Master Plan

DM Cathcart updated the Board that the upcoming Multnomah County Planning Commission (County) Hearing (scheduled for October 1, 2018) was postponed. As such, there was no pressing need for staff to make a recommendation for a Board letter of support for Metro Parks and Nature's (Metro) North Tualatin Mountains Access Master Plan (henceforth Access Master Plan). Instead, DM Cathcart stated the purpose of this agenda item would be to review staff's concept of what a Board letter of support would look like, should the Board want to write such a letter.

DM Cathcart provided some background on the North Tualatin Mountains Access Master Plan. The scope of the plan is the Metro properties in the North Tualatin Mountains, which consist of 4 tracts total approximately 1,300 acres. The Access Master Plan allocates the land to various natural resource uses, the two primary uses are core habitat and lands open to public access and trail development.

There is opposition to the Access Master Plan, especially with respect to the proposed Phase I mountain bike trail development and associated infrastructure such as parking and restrooms in the Burlington Creek Forest property. Staff member Ahr and DM Cathcart briefed the Board on staff's review of the documents submitted to the County for the Planning Commission Hearing. The materials reviewed can be found at <https://multco.us/landuse/north-tualatin-master-plan>.

DM Cathcart walked the Board through possible content for a letter of support. The letter would be supportive of Multnomah County's pending decision to incorporate the Access Master Plan into the County's comprehensive land use plan and issue the permits for the Phase 1 trail development in the

Burlington Creek Forest Property. Staff support Metro's land allocation – where 970 acres of the 1,300 acres is in core habitat and not subject to trail development. But, District support is qualified. Metro needs to get a Significant Environmental Concern (SEC) permit and the Board should consider recommending to the County what the Board feels should be conditions of the SEC permit.

- Public concern about the erodibility of the soils does not appear to be addressed by the information provided by Metro as part of their application to Multnomah County and given the importance of Burlington Creek water quality to the Burlington Bottoms wetlands (downstream), the Board should recommend to the County to secure such information prior to making a decision.
- The Board should recommend that the County secure from Metro a commitment to develop a water quality monitoring plan to monitor sediment to Burlington Creek and Burlington Bottoms including thresholds that would require Metro to respond in how the trails were being used.
- The Board should recommend that the County secure from Metro a commitment to develop a wildlife monitoring plan to monitor wildlife use of the North Tualatin Mountains – especially red-legged frogs and elk and require Metro to commit to respond in how the trails were being used should direct negative impacts to wildlife were occurring as a result of trail use.
- The Board should recommend that the County encourage Metro to develop a local advisory committee made up of local residents proximate to the Burlington Creek Forest property, other interest groups and political leaders such as a Metro Councilor or a West Multnomah Soil & Water Conservation District Director. The purpose of the advisory committee would provide local residents a forum for airing issues or concerns and a mechanism for Metro to report on monitoring results and annual operating plans for the property.

The Board asked DM Cathcart to bring them a draft Letter of Support based on the concepts presented for their consideration at the November 2018 Board meeting. Should the County's hearing be scheduled prior to this meeting, the Board asked DM Cathcart bring the letter of support to a special meeting of the Board since the October meeting would not provide sufficient time due to the Annual Meeting.

DM Cathcart added another related topic to this agenda item. Metro is seeking a rural landowner representative on its stakeholder steering committee for a proposed Metro Parks and Nature capital bond measure (bond measure #3) in 2019. Director Lightcap volunteered to participate.

DM Cathcart reported that Director's Sowder and Director Looney had an informational meeting with Jonathan Soll about the bond measure #3. The message to Metro was that the bond purpose should address what is best for region and conservation and raise capital for all organizations (such as soil and water conservation districts) to secure easements and acquisitions for conservation and not just for Metro. Director Preeg Riggsby stated that bond measure #3 should consider adding additional conservation goals and not necessarily be solely focused on recreation and habitat.

Director Preeg Riggsby had asked Metro about Metro's ability to purchase lands outside the boundary represented by Metro Councilors. Metro's responseⁱⁱ was distributed for the Board's review.

6. Treasurer's Report

Director Miller reported on the District monthly financial reports for the General Fund and the Sturgeon Lake Fund ending June 30, 2018, which are pending final year-end audit. The District is in good financial position. The ending cash balance reflects that the District needs enough unallocated cash on hand to cover operating expenses for the first 5 months of the fiscal year through November, when revenue inflows from property tax receipts begin. As anticipated earlier in the year, less revenue than expected

was received from property taxes and from grant programs, and conservation programs were underspent for the 2017-2018 fiscal year.

The Sturgeon Lake Restoration project brought in \$300,000 from Multnomah County as well as other sources of funding for the project. The District didn't spend as much as anticipated during the 2017-2018 fiscal year. Some of those expenditures have shifted to the 2018-2019 fiscal year.

The following unaudited reports were reviewed:

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

7. Resolution – Modifying the Format of Resolution No. 2018-06-13A

Director Preeg Riggsby introduced Resolution No. 2018-09-12A^{vi}. The purpose of this resolution is to implement a recommendation from the Tax Supervising Conservation Commission that the General Fund amounts be split between operating amounts and contingencies. DM Cathcart explained that the resolution acts as an amendment to the original budget resolution, Resolution No. 2018-06-13A, passed in June 2018. The two resolutions (Resolution No. 2018-06-13A and Resolution No. 2018-09-12A) comprised the District's adopted budget resolution for fiscal year 2018-19. Director Hartline moved the resolution be passed. Director Lightcap seconded. The motion passed with a vote of 7-0.

8. Resolution – Establish Date of the Annual meeting

Director Preeg Riggsby introduced Resolution No. 2018-09-12B^{vii} which sets the date for the District's Annual Meeting to October 10, 2018. The Annual Meeting begins at 5:30 pm with the meeting program beginning at 6:00 pm. Following the Annual Meeting, the Board will convene for an abbreviated Board meeting. Director Hartline moved the resolution be passed. Director Sowder seconded. The motion passed 7-0.

9. Diversity, Equity and Inclusion (DEI) Update

Director Preeg Riggsby reported that Staff member Ahr is moving off the Diversity, Equity and Inclusion Committee. DM Cathcart is still on the Committee but has stepped down from Co-Chair, and Staff member Logalbo has taken his place as Co-Chair along with Associate Director Weedall.

Chair Preeg Riggsby and Associate Director Weedall are working on an equity lens training for the Board. The equity lens is a tool to use when developing events, hiring, etc. to make sure the District are acting in an equitable way. The Board needs to be trained so board activities are consistent with the District's diversity, equity and inclusion goals.

Director Preeg Riggsby reported that the timing of the training is to prepare the Board for their role in updating the Long-Range Business Plan so the Board will be prepared and trained for public engagement using the equity lens. The Board will be soliciting feedback from the public in their individual zones in the spring/summer. Board members will receive a refresher training in the spring just prior to launching the public engagement forums on the District's Long-Range Business Plan.

10. Sturgeon Lake Restoration Project Update

DM Cathcart distributed photos from Tom Josephson, project manager with the Columbia River Estuary Study Taskforce (CREST)^{viii}. DM Cathcart reported the following information was provided by CREST:

- 1) Roadway
 - a. Bypass road constructed
 - b. Culvert under Reeder Road removed
 - c. 12 Bridge Piles driven. Each 65 feet underground
 - d. Bridge abutments constructed
 - e. Bridge superstructure installed!
 - f. ½ of scour rock installed underneath new bridge
- 2) Channel
 - a. Majority of channel constructed and material moved to disposal location
 - b. ½ of scour rock installed at channel mouth
 - c. 8 Debris boom pilings driven. Each 45 feet underground
- 3) Ongoing Work
 - a. Complete scour rock at bridge
 - b. Complete roadway work, finish bridge work, apply asphalt guardrails and stripping
 - c. Remove bypass roadway
 - d. Complete scour rock at channel mouth
 - e. Complete channel work from bridge to the western side of project location
 - f. Site cleanup
 - g. Revegetation

CREST reported that they are hoping to have the new bridge opened about the end of September/early October. The earthwork portions of the project should be wrapped up about mid-October. Planting is to commence mid-October to November (depending on weather).

DM Cathcart reported that the ribbon cutting for the project will be on April 27, 2019 as this gives plenty of time to close on the permanent easements and other agreements with state agencies regarding project maintenance. The spring date will also show off the project's benefits during the higher flows that occur at that time of year.

11. Oregon Association of Conservation Districts (OACD) Update

Director Preeg Riggsby reported that OACD Executive Director, John Keith, took a temporary leave but is now back in the position. Former District Field Intern, Anna Freitas, is now working for OACD as a policy analysis. The District can take some pride given the white paper policy work Anna did for the District.

Director Preeg Riggsby reported that the fall meeting will be in Newport, November 14-15. Director Preeg Riggsby is serving as a co-chair for the planning of the meeting. Director Lightcap will also attend. The goal is to better organized the meeting and have it outcome driven. The meeting is not a conference but rather a time for soil and water conservation districts (SWCDs) across the state to think about how OACD can better serve SWCDs. The meeting format will be conversation break outs for topic discussions. Topics will be outlined in white papers provided before the meeting. Basin realignment will be a key topic.

Director Preeg Riggsby encouraged Board members to complete the Function and Infrastructure survey. Director Lightcap mentioned that the purpose of the survey is not just about soliciting individual

opinion, but to encourage conversations at the November meeting based on the release of the survey's results in mid-October.

Director Preeg Riggsby noticed the November OACD meeting conflicts with the District's November Board meeting. Director Miller moved that the District's November Board meeting be moved to 6:00pm, Wednesday, November 7, 2018. Director Lightcap seconded. The motion passed with a vote of 7-0.

12. Directors' and Associate Directors' Check-in

Director Hartline shared copies of *Birds of Sauvie Island Checklist*^{ix}. Portland Audubon will be distributing this, and is also an appendix in the new *Sauvie Island & Multnomah Channel Bottomlands Conservation Opportunities: A Resource for Landowners & Land Managers*, which is scheduled to go to the printer this week. The goal is to have the document available at the District's Annual Meeting. Director Hartline reported that the Sauvie Island Habitat Partnership has a goal to host a pond workshop to reach landowners with ponds and habitat.

Director Preeg Riggsby reported that the Tryon Creek Highway 43 culvert replacement project has passed through initial Congressional approvals and is a high priority fish passage project for the Willamette Basin. The money has not been appropriated yet. The project will allow steelhead and Coho salmon access to upper Tryon Creek. The project is as significant as the Sturgeon Lake Restoration Project.

Director Lightcap reported that English Hawthorne management remains a struggle and the District needs to follow up on commitment to the ivy removal program.

13. Announcements/Reminders/Confirmation of next Meeting:

The Annual meeting/October Board meeting will be held on Wednesday, October 10th, 2018. The doors open at 5:30pm, and the program starts at 6:00pm. The December Board meeting has been set for December 5th, the first Wednesday in December, at 6:00 PM. Director Miller moved to adjourn the meeting at 8:21 PM; Director Looney seconded; all approved (7-0).

ⁱ WMSWCD 7/11/18 Board Meeting Minutes

ⁱⁱ September 10, 2018 Email from Jonathon Soll - Question from West Multnomah SWCD about Metro's authority to work outside the Urban Growth Boundary

ⁱⁱⁱ WMSWCD-Balance Sheet as of June 30, 2018

^{iv} WMSWCD-General Fund Budget Only Budget Performance June 30, 2018

^v WMSWCD-Sturgeon Lake Fund Budget Performance June 30, 2018

^{vi} Resolution #2018-09-12a, A Resolution Modifying the Format of Resolution No. 2018-06-13a

^{vii} Resolution #2018-09-12b, a resolution establishing the date of the West Multnomah SWCD's Annual Meeting

^{viii} Dairy Creek - Construction Photos Sept 11 2018

^{ix} *Birds of Sauvie Island Checklist*

^x *Staff Reports*