



West Multnomah Soil & Water Conservation District (SWCD) Board Meeting Minutes 01/19/2021

1. Meeting Location and Time:

Location: Held via Zoom meeting. The meeting was called to order by Director Preeg Riggsby at 6:02 PM.

2. Introductions and Agenda Approval

Directors Present: Hartline, Lightcap, Looney, Miller, Peterson, Preeg Riggsby, Sowder; Associate Directors Present: Hamer; District Manager (DM): Cathcart; Staff: Logalbo, Razalenti; Guests: Nancy Hamilton (East Multnomah Soil & Water Conservation District)

It was announced that the Board meeting would be recorded. The agenda was approved by acclamation.

3. Swearing in of Elected Directors

Director Preeg Riggsby administered the Oath of Office to Directors Hartline, Miller, Peterson, and Sowder, who were elected to four-year terms in the November 2020 general election. The newly-elected Directors signed their oath of office forms via postal mail and/or electronically due to the pandemic.

4. Election of Board Directors

DM Cathcart announced that at the December Board meeting the nominations for officers resulted in keeping the current slate of officers: Director Preeg Riggsby as Chair, Director Sowder as Vice-Chair, Director Miller as Treasurer, and Director Looney as Secretary. In order for Director Preeg Riggsby and Director Miller to continue in their officer roles, their terms needed to be extended.

Director Hartline made a motion to extend the terms of Director Preeg Riggsby to continue as Chair and Director Miller to continue as Treasurer, and also approve the full slate of officers which includes Director Looney as Secretary and Director Sowder as Vice Chair. Director Lightcap seconded the motion. The motion was approved unanimously with a vote of 7-0.

5. Minutes:

West Multnomah SWCD Board Meeting minutesⁱ from 12/15/2020ⁱ

Director Sowder made a motion to approve the Board meeting minutes from 12/15/20 as written, and Director Miller seconded the motion. The motion was approved with a vote of 7-0.

6. Review of Treasurer's Reports

Director Miller reported that the property tax revenue for Multnomah County was \$67,997 less than what was anticipated for this time of year. In mid-March if we still haven't seen this money come in, we will evaluate the need to reduce expenditures for this fiscal year. The expenses for conservation work are starting to come in, and it's expected that actual spending will catch up to budgeted spending.

The following reports were reviewed:

a) *WMSWCD-Balance Sheet as of December 31, 2020ⁱ*

- b) *WMSWCD-General Fund Budget Only Budget Performance December 31, 2020ⁱⁱⁱ*
- c) *WMSWCD-Sturgeon Lake Fund Budget Performance December 31, 2020^{iv}*

7. Public Comment Period

No public comment.

8. Long Range Business Plan (LRBP)- SMART Goals and Tactics^{v & vi}

DM Cathcart explained that Board feedback was needed for strategic directions that are related to conservation work (numbers 4-7, 9-10), including the goals under those strategic directions that were prioritized by staff. Highlighted items are new to the District's work, and items in italics need resources developed in order to have capacity to implement them. DM Cathcart encouraged the Board to look at the LRBP report^{vii} in the board packet for additional reference.

It is noted that tactics are additional details under goals, but that this level of detail isn't meant to be focused on at this meeting, and instead to focus on the goals. Director Preeg Riggsby explained to the Board that tactics include detail that the Directors normally do not get involved with but are provided to help explain further what the goal entails. Tactics will be used by staff to develop annual work plans that are approved by the Board.

Strategic Direction #4 (Water & Soil):

Director Preeg Riggsby read through all of the goals under this strategic direction.

Director Hartline noted that floating home owners should be mentioned somewhere in the goals along with farmers as can be identified (not hidden within tactics as currently written). Prioritization was discussed as some items are on the same level of importance. DM Cathcart explained that some of these goals are very similar, but the highest goal 4.1 is listed first as this is a requirement of Oregon Department of Agriculture (ODA).

Goal 4.2: Director Miller would like the four principles of soil health to be explicitly stated within the goal if they are to be called out within the goal.

Strategic Direction #7 (Climate Change):

Director Lightcap read through all of the goals under this strategic direction.

Goal 7.1: Director Miller flagged that in recent years there have been alarming fire risks, and that the District should also be focusing on urban parts of the county as well. DM Cathcart explained that North Tualatin being specifically called out is an area that we can have more influence under as this is a natural resource issue involving the wildland urban interface. Director Miller noted that even if the urban area is not a focus area, this can be helpful to include. Staff member Logalbo noted adding a tactic in regards to addressing this.

Director Lightcap brought up the funding aspect of new initiatives and how to pay for them such as increasing the District's tax base. Staff member Logalbo pointed out a listed tactic in which pooling, leveraging and securing a diversity of resources with partners is listed as a way to help in this regard, and this is also being addressed through other tactics developed by the financial sustainability team.

Goal 7.3: Director Looney brought up that reducing pollution in the Portland harbor is nearly impossible to make a measurable change in within a five-year plan. Staff member Logalbo explained that some of the goals may not be achieved within the next five years, but they are something that can be strived for

beyond this five-year period. Director Hartline suggested moving this as a tactic since it will be difficult to tackle this and other agencies are already working on this.

Strategic direction 6 (Farm, Forest & Garden Health):

Director Hartline read through the goals under this strategic direction.

Director Lightcap brought up a New York Times article that was shared with DM Cathcart regarding the importance of soil and soil fungi to maintaining healthy forests. DM Cathcart noted that in response to this article, goal 4.2 (soil health) was expanded to include forests. Staff member Ahr included tactics that fit under goal 6.1 (forest species composition) that cover this issue, including managing for a broad range of tree species.

Strategic direction 5 (Habitats & Biodiversity):

Director Miller read through the goals under this strategic direction.

Goal 5.3 was altered to include turtles during the meeting based on input from Director Hartline.

DM Cathcart explained that goals 5.1 and 5.2 are overall goals, and goals 5.3-5.5 explain goal 5.1 in further detail by focusing on priority habitats – lower Columbia River estuarine, Oregon white oak and native pollinator habitats. We're prioritizing coverage and connectivity over invasive species by prioritizing 5.1 over goal 5.2.

Strategic direction 10 (Long-term Success):

Director Looney read through the goals under this strategic direction.

Goal 10.3: Director Hartline noted that the wording about long-term agreements may be too specific as currently written for it to be a goal and perhaps goals 10.3 and 10.4 (incentive programs) should be combined and simplified to read like a goal with the specific actions to be listed as tactics.

Goal 10.2: Director Lightcap would like to see monitoring of invasive species listed as a tactic under this goal. DM Cathcart pointed out that tactic 2 mentions 'threats' and this includes invasive species. DM Cathcart and Staff member Logalbo noted that tactic A & B under this goal can likely be combined as they are similar – tactic A is specifically about the Sturgeon Lake restoration project whereas tactic B references other restoration sites in general. Explicit language of invasive species being one of the threats can be included in the language modification.

Strategic Direction 9 (Relationships with the Land):

Associate Director Hamer read through the goals under this strategic direction.

Goal 9.2: Staff member Logalbo shared the tactics with the Board to better explain this goal. Director Lightcap mentioned how this could potentially work with those that have conservation plans, and there are a lot of details to be sorted out on this.

Goal 9.1: Director Miller raised concern that there are a plethora of community gardens in our District, and diving into funding opportunities without coming up with a needs assessment first will not be productive. Staff member Logalbo pointed out that tactic D was listed to get at this, but should have been listed as a first step. DM Cathcart encouraged Director Miller to reach out with a re-write of the tactics, especially anything that is missing. DM Cathcart asked who the best lead would be for a needs assessment, and Director Miller felt the Farm to School staff at Oregon State University Extension

Service may be able to help with this. DM Cathcart encouraged Director Miller to get staff member Taylor in touch with the Farm to School staff as she is currently developing next fiscal year's annual work plan and this first step could be part of this. Staff member Logalbo updated the document to include OSU Extension Service. Staff member Logalbo also referenced East Multnomah SWCD's role as a partner due to their connection with community gardens.

9. District Manager's Report

DM Cathcart encouraged the Board to look at the staff reports^{viii} to see all of the work that has been going on at the District. Staff member Levis is doing a Budget Committee recruitment, and the Board is encouraged to pass this along to anyone who may be interested. The reply due for those forms of interest is January 25th. The District's office lease will expire in September 2022, and we have to notify Montgomery Park property management (Unico) if we have an interest to renew for another 5 years by September 2021. Through the pandemic we're seeing needs in a different light and looking at ways we can change our office space needs, recognizing that in the current setup tools and other field logistics are difficult to get to and office space may be larger than it needs to be if staff continue to work remotely. The ideal new office space may reverse this – where field operations and logistics were the priority with the office configuration and on site office workspace a secondary consideration. Access to conference rooms and meeting spaces – a strong point of the District's current location – is still considered a priority as well as access for parking. A committee has been formed to figure out the office space needs and will be chaired by staff member Ahr, with DM Cathcart and staff member Razalenti serving as staff on the committee. Staff members Levis and Magyar will help as able and needed.

Director Sowder noted that the NW Examiner reported that Unico (the property management company) is working on developments for Montgomery Park. DM Cathcart will track down this article for the committee to take a look at. Director Hartline mentioned that moving somewhere that is more accessible and visible to the local community is desired, as well as fitting the needs of making equipment easier for staff to access. Director Preeg Riggsby suggested that disabled access be made a priority as the current location, while accessible, is not the most convenient.

DM Cathcart noted that the questions for PGE captured so far from board members were included in the board packet^x. If anyone has additional questions, they should contact DM Cathcart or staff member Gall by Friday, January 22. A recap of the presentation is on page two of the December board meeting minutes. Staff will send the final compilation of questions to PGE the week of January 25th so that PGE's responses can be discussed at the February 16th Board Meeting.

10. Directors' and Associate Directors' Check-in

Director Preeg Riggsby reported that Tryon Creek Watershed Council (TCWC) is going to move forward with the Watershed Wide event this year. It is scheduled for Saturday, March 13th. TCWC is working with various partners including the District to have a COVID-19 safe, on-the-ground, in person restoration work event.

No other comments from other directors.

11. Announcements/Reminders/Confirmation of next Meeting:

Director Preeg Riggsby noted the following upcoming meeting: Next Board meeting – February 16, 2021.

The Board adjourned at 7:53 pm.

ⁱWMSWCD 12/15/2020 Board Meeting Minutes

ⁱⁱWMSWCD-Balance Sheet as of December 31, 2020

ⁱⁱⁱWMSWCD-General Fund Budget Only Budget Performance December 31, 2020

^{iv}WMSWCD-Sturgeon Lake Fund Budget Performance December 31, 2020

^vDraft Strategic Directions, Goals, and Tactics

^{vi}Draft Goals only (for easy viewing)

^{vii}Long Range Business Plan Board report

^{viii}Staff Reports

^{ix} Draft questions from WMSWCD Board of Directors to Portland General Electric (PGE) regarding PGE's Harborton Wetland Restoration Mitigation Site