



West Multnomah Soil & Water Conservation District (SWCD) Board Meeting Minutes 06/15/2021

### **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, Looney, Miller, Peterson, Preeg Riggsby, Sowder; Directors Absent (excused): Lightcap; Associate Director Present: Hamer (technical difficulties during meeting); District Manager (DM): Cathcart; Staff: Levis, Logalbo, Razalenti

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

### **3. Minutes:**

*West Multnomah SWCD Board Meeting minutes from 5/18/2021<sup>i</sup>*

Director Looney made a motion to approve the Board meeting minutes from 5/18/21 as written, and Director Hartline seconded the motion. The motion was approved with a vote of 5-0. [Director Peterson did not vote due to technical difficulties of the Zoom meeting]

### **4. Review of Treasurer's Reports**

Director Miller reported that the District is underspent on conservation and personnel budgets, and property tax revenue collections are lagging, however the District will still finish the fiscal year with a healthy carryover balance.

The following reports were reviewed:

- a) *WMSWCD-Balance Sheet as of May 31, 2021<sup>ii</sup>*
- b) *WMSWCD-General Fund Budget Only Budget Performance May 31, 2021<sup>iii</sup>*
- c) *WMSWCD-Sturgeon Lake Fund Budget Performance May 31, 2021<sup>iv</sup>*

### **5. Public Comment**

No public comment.

### **6. Resolution – Adopting 2021-25 Long Range Business Plan (LRBP)**

Directors were asked if they had any additional questions, comments or clarifications before adopting the new LRBP. Various praise was given for all of the work that was put into the LRBP but no concerns or questions came up for the Directors.

Director Looney made a motion to adopt Resolution 2021-06-15a Adopting 2021-2025 Long Range Business Plan<sup>vi</sup>. Director Miller seconded the motion, and the motion was approved with a vote of 6-0.

### **7. District Fiscal Year 2021-22 Annual Work Plans<sup>vii</sup>**

DM Cathcart presented the District's Annual Work Plan, which consists of individual staff annual work plans and the Diversity, Equity and Inclusion Committee work plan. DM Cathcart reminded the Board that these were presented to them in March. Since then, the work plans have had some modifications

due to staff member Taylor taking on the Interim Forestry Conservationist position. The new school and community garden pieces reflected in the LRBP that were originally assigned to staff member Taylor are still in the District's Annual Work Plan but will be delayed until that role is filled behind staff member Taylor. The Diversity Equity and Inclusion (DEI) Committee work plan is for the DEI Committee to track various DEI related tasks, and there may be some items duplicated in various individual annual work plans if the individual is responsible for a particular item in the DEI work plan. The District formally files its Annual Work Plans with Oregon Department of Agriculture (ODA) per ORS 568.554, and therefore the Board was asked to formally adopt the work plan before the plan is submitted to the ODA.

Director Hartline made a motion to approve the West Multnomah Soil & Water Conservation District annual work plan for Fiscal Year 2021-2022. Director Miller seconded the motion, and the motion was approved with a vote of 6-0.

#### **8. Resolution – Close Out the Sturgeon Lake Special Fund and Transfer the Remaining Balance to the General Fund**

Staff member Levis noted that this project has been completed and a separate fund to track the project's funding revenue and expense is no longer needed. The remaining balance in the Sturgeon Lake Special Fund, consisting solely of the Sturgeon Lake Stewardship Account, will be transferred to the General Fund and used to support ongoing monitoring and maintenance work related to this completed project.

Director Miller made a motion to adopt Resolution no. 2021-06-15b Resolution to Close out Sturgeon Lake Special Fund and Transfer the Remaining Balance to the General Fund<sup>viii</sup>. Director Looney seconded the motion, and the motion was approved with a vote of 6-0.

#### **9. District Manager check-in**

DM Cathcart gave a shout out to staff member Magyar and graphic designer Elena Cronin for the design of the final LRBP. Elena designed the current District logo, and has developed a special logo for the public launch of the LRBP. DM Cathcart also called the Board's attention to staff reports<sup>ix</sup> highlighting that the Early Detection Rapid Response (EDRR) season for garlic mustard has finished. DM Cathcart commented that staff member Delepine successfully implemented a new model of contracting out the work for controlling garlic mustard on sites just containing a limited number of plants; alleviating this work for staff member DeMarco. This allows staff member DeMarco to help fill in gaps due to the former Forest Conservationist's resignation from the District. Also highlighted was from staff member Gall's report that the PIT tag at Sturgeon Lake is detecting juvenile steelhead and salmon, and this is only a sample of the amount of juvenile fish using the project as it's only detecting those fish that were previously tagged and released.

DM Cathcart reported that Forest Park Conservancy is engaging landowners in Tualatin Mountains to see if they want to be involved in conservation easements to help get a corridor of land preserved. The District has been asked to create management plans related to these conservation easements.

#### **10. Directors' and Associate Directors' Check-in**

Director Preeg Riggsby reported that Oregon Association of Conservation Districts (OACD) committed to developing a DEI statement and tools that SWCDs can use who are just getting started in developing this work. The OACD board is more diverse in representation than it has ever been. Tryon Creek Watershed Council hosted a science talk partnered with Urban Coyote Project and hit the maximum number of participants.

Director Looney has been part of a non-profit board that was working to get grants for buying the Linnton Mill building, but were unable to get grants. They recently learned that Conrad Clark put in an offer to buy the building, and as long as he gets the building, he is hoping that the District will take a look at it and consider it for office space after some restoration takes place. DM Cathcart confirmed that the District staff is interested in looking at this should Conrad Clark become the owner.

Director Hartline reported that she is still working on weed removal at the Wapato access restoration site. They will be looking at doing some blackberry thicket removal this fall. Director Hartline also recommended reading a book called *Eager* about beavers and how the whole landscape of the United States changed when beavers began to be trapped, and how things would continue to change if they became more prevalent again.

Director Sowder commented that there are beavers on his property that have created small ponds and do an amazing job of erosion control.

#### **11. Announcements/Reminders/Confirmation of next Meeting:**

Director Preeg Riggsby noted the following upcoming meetings/events:

- Juneteenth Holiday will be observed June 18, 2021
- Next Board Meeting – 6 pm, July 20<sup>th</sup> (Special Districts Association of Oregon Board Assessment)
- No August Board Meeting
- Three Year Sturgeon Lake Restoration Project Celebration – September 10, 2021 (time TBD).

The Board adjourned at 6:58 pm.

<sup>i</sup>WMSWCD 5/18/2021 Board Meeting Minutes

<sup>ii</sup>WMSWCD-Balance Sheet as of May 31, 2021

<sup>iii</sup>WMSWCD-General Fund Budget Only Budget Performance May 31, 2021

<sup>iv</sup>WMSWCD-Sturgeon Lake Fund Budget Performance May 31, 2021

<sup>v</sup>Resolution 2021-06-15a Adopting 2021-2025 Long Range Business Plan

<sup>vi</sup>WMSWCD Annual Work Plans for Fiscal Year 2021-2022

<sup>vii</sup>Resolution 2021-06-15b Close Out Sturgeon Lake Special Fund and Transfer the Remaining Balance to the General Fund

<sup>ix</sup>Staff Reports

<sup>x</sup>Long Range Business Plan progress report