

**West Multnomah Soil & Water Conservation District  
Budget Committee Meeting Minutes  
Meeting held via Zoom video conference  
4/19/2022 6:00 p.m.**

**1. The following members of the budget committee were present:**

- a. The seven members of the Board of Directors of West Multnomah Soil & Water Conservation District: Members present were Hartline, Lightcap, Looney, Miller, Peterson, Preeg Riggsby, and Sowder.
- b. Five of the seven members of the public appointed by the Board: Members present were Rachel Dvorsky, Laura Foster, Genevieve Fu, Xuan Sibell, and Edward Woods. Members April Gutierrez and Jan Hamer were absent and excused.

**2. Additional attendees:** Staff members District Manager (DM) Cathcart, Kern-Korot, Magyar, and Razalenti. Guest: Allegra Willhite, Tax Supervising & conservation Commission (TSCC).

**3. Meeting called to order** at 6:02 p.m. by Terri Preeg Riggsby, Chair of WMSWCD Board of Directors.

**4. Election of Chair:** Director Looney nominated Director Miller as Chair of the WMSWCD Budget Committee. Director Hartline seconded the motion. Director Miller was elected as Chair of the WMSWCD Budget Committee by a vote of 11-0. Director Peterson abstained from voting due to technical difficulties.

**5. Presentation of Budget Message and Committee Discussion:** Director Miller presented the Proposed Budget for Fiscal Year 2022-2023 (FY23), which covers the period July 1, 2022 through June 30, 2023 and includes the Budget Message and Local Budget Forms LB-20, LB-30, and LB-10. Details covered included key factors guiding FY23 budget development, general fund resources anticipated for the upcoming fiscal year, including federal, state and local/regional grants; general fund requirements, and the financial forecast through FY28. The Committee reviewed all Local Budget forms and discussed the various programming planned for FY23, as detailed in the Proposed Budget document<sup>1</sup>.

Committee Member Fu asked about the metrics on the outreach to BIPOC communities over the years. District Manager Cathcart responded that the District will work with these communities and think of a thoughtful way to create a metric around this. Committee Member Woods suggested soliciting input on metrics and/or using metrics and statistics already collected and reported on by those funded.

Committee Member Foster asked about the process for partner funding. District Manager stated that the funding is focused on organizations that can leverage the work we do, and the District is considering making the partner funding more equitable and accessible to new groups that we haven't traditionally worked with. To receive funding, partners must apply and submit a report on their work when completed.

Committee Member Dvorsky stated that she has an actual conflict of interest related to funding that is in the proposed budget, specifically the \$33,000 in partner funding to Westside Watershed Resources Center. That funding helps fund the Storm-waters Program that she is a paid coordinator for. Therefore, to avoid the appearance of bias, she will recuse herself from voting on the final approved budget.

**6. Public Comment Period:** No public comments received.

<sup>1</sup> West Multnomah Soil & Water Conservation District Proposed Budget Fiscal Year 2022-2023.

**7. Budget Approved & Tax Levy Set:** Budget Committee member Looney made a motion to approve the Proposed Budget of \$2,649,455 for the General Fund, representing \$2,599,455 for Administration and Conservation Programs and \$50,000 for contingencies, and to approve the property tax levy at the full permanent rate of \$0.0750 per \$1,000 of assessed value. Budget Committee member Foster seconded the motion. There were no objections and the Budget Committee approved the FY 2022-23 Budget and the property tax levy unanimously.

**8. Meeting adjourned** by Budget Committee Chair Miller at 7:54 p.m.