



West Multnomah Soil & Water Conservation District (WMSWCD) Board Meeting Minutes 12/20/2022

1. Meeting Location and Time:

Location: Held via Zoom meeting. The meeting was called to order by Chair Preeg Riggsby at 6:01 PM.

2. Introductions and Agenda Approval

Directors Present: Hartline, Lightcap, Looney, Preeg Riggsby, Sowder; Directors Absent (excused): Miller, Peterson; Staff Present: District Manager (DM) Barlow, Levis, Razalenti, Taylor

The agenda was approved by acclamation.

3. Minutes:

Board members reviewed the West Multnomah SWCD Board and Annual Meeting minutes from 11/15/2022.ⁱ

Director Looney made a motion to approve the Board meeting minutes as written, and Director Lightcap seconded the motion. The motion was approved with a vote of 5-0.

4. Review of Treasurer's Reports

Staff member Levis reviewed the following reports and noted that the District's property tax revenues were \$700,000 in November, and another \$1.1 million has come in during December through the 19th. This represents 94% of the property tax revenue that the District is expecting for the year. Spending is under in some conservation areas, but overall, on target for the year.

a) WMSWCD-Balance Sheet as of November 30, 2022ⁱⁱ

b) WMSWCD-Budget Performance Report for November 30, 2022ⁱⁱⁱ

5. Review Auditor's Report – Financial Statements for the Year Ended June 30, 2022^{iv}

This agenda item was moved up in the meeting to take place while Director Lightcap was still present as he needed to leave the meeting early. Staff member Levis reported that Dougall Conrادية LLC, the District's independent auditor, had completed its audit of the District's financial statements for the fiscal year ended June 30, 2022. The District received a "clean" opinion, which indicates that the District's financial statements fairly represent the financial position of the District as of June 30, 2022, in all material respects and in conformity with generally accepted accounting principles. The opinion also states that the District has complied with Oregon Budget Law and other statutory and contractual provisions. Acceptance by the Board of Directors of the audit report allows the District to file the District's financial statements with the Oregon Secretary of State as required by Oregon law.

Director Hartline made a motion to accept the report of the independent auditor on the financial statements for the year ended June 30, 2022. Director Looney seconded the motion. The motion was approved with a vote of 5-0.

6. Public comment period

No public comment.

7. U.S. Department of Agriculture, Natural Resources Conservation Service Update

NRCS Staff Galland was unable to attend, and this agenda item was skipped.

8. Staff Presentation - Forest Conservationist

Staff member Taylor gave an overview of the forestry program over the past couple of years. The primary functions were covered including forest stewardship plans, funding for projects, project management, and partnerships on regional initiatives. A map of forest conservation projects within the district was shared with the Board; it displayed areas that have forest stewardship plans with WMSWCD. Some forestry program highlights shared included the following projects: Understory Vegetation Enhancement Project, funded in part by the NRCS Conservation Innovation Grant; a 60-acre conservation easement that was a partnership between the District and Forest Park Conservancy, funded in part by the NRCS Conservation Stewardship program; and the McCarthy Creek Headwaters Restoration project. Staff member Taylor also covered new directions for the forestry program including some conservation easements, climate smarter forestry, carbon credits and how the District can help build that into what they are doing, and wildfire risk reduction.

9. Personnel Committee Report

Director Preeg Riggsby reported that our recruitment for a Fiscal Manager is underway, with input from DM Barlow. There is a personnel committee meeting tomorrow afternoon at 2:00 PM. Cascade Employers Association is assisting with the recruitment. The position will remain open until January 4th or until filled, as needed.

10. District Manager Check-in

DM Barlow reported that she's been working with staff member Levis and other staff over the last couple of days to get oriented and will be reaching out to board members to meet with each individually over the next couple of months.

11. Director and Associate Director Check-ins

Director Preeg Riggsby reported on the Highway 43 Culvert project progress that the Tyron Creek Watershed Council has been working on and will have more to report on next month. The project is moving forward, and the planning is underway. The funding for work to be performed is expected to go through.

Director Preeg Riggsby and DM Barlow went on the Forest Park Wildfire Reduction Tour, where they were told what property owners can do to help reduce wildfire, such as creating fire breaks by planting islands of plants rather than having plants all the way up to their structures, changing roofing materials, etc. Portland Fire & Rescue is working with community members and Firewise neighborhoods now surround all of Forest Park. Director Looney reported that she is Volunteer Coordinator of the Firewise community in the Linnton neighborhood.

Director Hartline reported that the first frogs of the season have migrated, and a big night is expected to come up on Sunday. The Harborton Frog Shuttle group are working on a feasibility study to see if an underpass can be built for the frog migration. The Samara Group has been hired to do the study. Oregon Conservation Recreation Fund funded the feasibility study.

12. Announcements/Reminders/Upcoming Meetings:

Director Preeg Riggsby announced the following upcoming meetings/events:

- Next Board Meeting January 17, 2023, on Zoom (guest will be Executive Director of PDX Harbor Community Coalition)

Director Preeg Riggsby declared the meeting adjourned at 7:51 PM.

ⁱWMSWCD Annual and Board meeting minutes November 15, 2022

ⁱⁱWMSWCD-Balance Sheet as of November 30, 2022

ⁱⁱⁱWMSWCD-Budget Performance Report of November 30, 2022

^{iv}Independent Auditor's Report on Financial Statements for the Year Ended June 30, 2022

^vStaff Reports