

**West Multnomah Soil & Water Conservation District  
Budget Committee Meeting Minutes  
Meeting held at Multnomah Arts Center  
7688 SW Capitol Hwy, Room 33, Portland, OR 97219  
& remotely via Zoom video conference  
4/18/2023 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, Genevieve Fu, April Gutierrez, Jan Hamer, and Rica Wiebe. Members Xuan Sibell and Edward Woods were absent and excused.

**2. Additional attendees:** Staff members District Manager (DM) Barlow, Conway, Levis, Razalenti and Spencer. Guest: Kim Galland, Natural Resources Conservation Services (NRCS); Allegra Willhite, Tax Supervising & conservation Commission (TSCC).

**3. Meeting called to order** at 6:03 p.m. by Terri Preeg Riggsby, Chair of WMSWCD Board of Directors.

**4. Election of Chair:** Director Preeg Riggsby nominated Director Miller as Chair of the WMSWCD Budget Committee. Director Looney seconded the motion. Director Miller was elected as Chair of the WMSWCD Budget Committee by a vote of 7-0.

**5. Budget Officer Delivers Budget Message:** Budget Officer and DM Barlow presented the Proposed Budget for Fiscal Year 2023-2024 (FY24), which covers the period July 1, 2023 through June 30, 2024 and includes the Budget Message and Local Budget Forms LB-20, LB-30, and LB-10. Details covered included key factors guiding FY24 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 FY29. The Committee reviewed all Local Budget forms and discussed the various programming planned for FY24, as detailed in the Proposed Budget document<sup>1</sup>.

**6. Budget Committee Discussion and Questions:** Committee discussion focused on assumptions used in the five-year forecast, specifically related to inflationary impacts on materials and supplies and cost-of-living increases on personnel costs. Staff member Levis explained that the District is looking into efficiencies in systems that will hopefully keep materials and supplies costs steady over time, and the long-term economic forecast from the state of Oregon is for inflation to not continue escalating as it has the last two years. Director Preeg Riggsby explained that the District always incorporates cost of living increases based on national consumer price indexes (Bureau of Labor) for western states, and the smaller increase overall has to do with upcoming staff turnover; the staff who are leaving are in the higher pay range, and it is anticipated that their successors would begin employment at a salary rate between the beginning and middle range. A question from a committee member regarding how many languages the District's printed and digital materials are in will require follow-up with the Communications & Outreach Manager, with a report out to the committee member on Wednesday and the full board at the next board meeting.

<sup>1</sup> West Multnomah Soil & Water Conservation District Proposed Budget Fiscal Year 2023-2024.

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

**7. Budget Approved and Tax Levy Set:** Budget Committee member Preeg Riggsby made a motion to approve the Proposed Budget of \$2,907,435 for the General Fund, representing \$2,857,435 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 Looney seconded the motion. Member Dvorsky abstained from voting due to receiving funding as part of the proposed budget for the Stormwater Stars program. There were no objections, and the Budget Committee approved the FY 2023-24 Budget and the property tax levy unanimously.

**8. Meeting adjourned** by Budget Committee Chair Miller at 7:28 p.m.