



West Multnomah Soil & Water Conservation District (WMSWCD) Board Meeting Minutes 8/08/2023

1. Meeting Location and Time:

Location: Director Hartline's property on Sauvie Island

The meeting was called to order by Chair Preeg Riggsby at 5:47 PM.

2. Introductions and Agenda Approval

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

The agenda was approved by acclamation.

3. Minutes:

Board members reviewed the West Multnomah SWCD Board Meeting minutes from 6/20/2023.ⁱ Draft minutes to be updated to include District Manager Barlow's excused absence due to vacation. Director Lightcap made a motion to approve the June 20, 2023 Board meeting minutes with the above listed update, and Director Preeg Riggsby seconded the motion. The motion was approved with a vote of 6-0.

4. Review of Treasurer's Reports

Staff Conway reported on the year end draft - pending audit. End of 2022-2023 fiscal year (FY) fund balance reported at \$1.628 Million. Staff Levis projection was \$1.622 Million, leaving the district slightly over projection. Revenue (income over expenses) was \$142,000. Items to note: The Federal funding of \$150,000 was not received in '22-'23 as anticipated, however it is going to be received in the '23-'24 FY. Since those funds did not come in, the District underspent associated expenses that had been anticipated for this federal grant. Additional monies that were not budgeted came in the State Funding from lottery dollars providing a boost of \$22,000 in State Funding revenue. Tax revenue tracked more than expected, and a bonus was an increase in interest in the LGIP account in the amount of \$47,000. For expenses: no areas of concern, majority under budget. Operating expenses underspent. Anticipated more spending in tech and IT expenses, but underspent. Relocation costs were substantially less than anticipated. Additionally, we were understaffed and came in under budget but are on track to hit budget this FY. Financials are on track for what we expect this time of year.

a) WMSWCD-Balance Sheet as of June 30, 2023ⁱⁱ

b) WMSWCD-Full Year Budget vs. Actual for June 30, 2023ⁱⁱⁱ

5. Public comment period

No public comment.

6. Outreach & Communications Coordinator Recruitment Update

DM Barlow mentioned this is her third recruitment since her hire in December 2022. DM Barlow reported a strong candidate pool and as a result did not have to extend recruitment. The District is continuing to work with HR Consultant Trudy Hylemon from Cascade Employers for recruitment. The first round of interviews was held last week, and a second round of interviews is happening this coming week with 3 strong candidates. Anticipating a final decision in a couple of weeks. This position was 70%

FTE traditionally, but this new position is 100% FTE. Pay is amortized for 100% FTE and the budget can accommodate that. The first interview panel included Staff Members Magyar, Kern-Korot, and DM Barlow. Second round interview panel consists of Staff Members Kern-Korot, Levis, and DM Barlow. Note that outgoing Outreach & Communications Manager Magyar moved at the beginning of this week but will be on staff for onboarding through September.

7. Discuss Board Stance on Current Legislative Issues

Director Preeg Riggsby provided an update regarding two bills: HB 2527 and SB 775. HB 2527 allows Oregon Department of Fish & Wildlife to work with Soil & Water Conservation Districts to reduce barriers for property owners to implement habitats and restoration habitats without losing Agricultural tax deferment. SB 775 removed the requirement of 10 or more acres of land ownership to run for zone directors in districts with a population of 250,000 or more. Only 5 Districts are impacted: East Multnomah, West Multnomah, Lane, Clackamas, and Tualatin. The previous requirement of ownership of 10 acres or more has been a significant barrier for Board recruitment efforts, particularly as it relates to diversity, equity and inclusion. This bill has the potential to remove uncontested incumbencies and allow for empty seats to be filled. No information as far as implementation of these bills due to them being passed very recently – pending administrative rules for implementation. Director Preeg Riggsby will follow up with more information as it becomes available. Director Preeg Riggsby noted that Oregon Association of Conservation Districts determined that unless there is broad support for legislative changes, they will not support. Director Lightcap noted that Director Preeg Riggsby worked hard on these bills, and we commend her for her dedication.

8. Update on Associate Director Recruitment Process

Director Preeg Riggsby reported they previously asked board and staff for recommendations and received great feedback and 14 names. Did not get recommendations from the board, but ideas from staff are great. Director Preeg Riggsby and DM Barlow suggest that to keep the board engaged, since the conservationists are the direct connection to the 14 suggestions, conservationists would establish the first connection with their respective suggestions to inquire whether they would be interested in serving as an Associate Director. Once confirmed, conservationists would then connect interested persons with board members, and board members would interview at that point. Director Lightcap suggested that each board member interview potential Associate Directors that reside in their respective zones, unless they are unavailable. Director Preeg Riggsby volunteered as Chair of Board to hold interviews if other members are not available. Director Lightcap likes this idea to maintain the quality of the board. DM Barlow also added Associate Director information to the District website for reference and to let any interested parties know that we would like to connect them with a current board member.

9. Announcements/Reminders/Upcoming Meetings:

Director Preeg Riggsby noted the following upcoming meetings/events:

- Next Board meeting will be remote via Zoom on 9/19/23
- **November Board Meeting/Annual Meeting** has been scheduled for November 28, in-person, location to be determined.
- Director Lightcap noted that he has been on Sturgeon Lake. On August 31st, he and Paul Fishman are starting at Oak Island Lodge to see if the high tide is flushing through Dairy Creek. Last time he was out, he noticed a beaver dam creating a sand bar. The goal of the observation is to see if the tides are strong enough to break the sandbar. Wants to tell Tom Josephson with CREST, and Staff Member Gall as well.

Director Preeg Riggsby declared the meeting adjourned at 6:21 PM.

ⁱWMSWCD 6/20/2023 Board Meeting Minutes

ⁱⁱWMSWCD-Balance Sheet as of June 30, 2022

ⁱⁱⁱWMSWCD-Full Year Budget vs. Actual for June 30, 2022

^{iv}Staff Reports