



West Multnomah Soil & Water Conservation District (WMSWCD) Board Meeting Minutes 11/19/2024

1. Meeting Location and Time:

Location: remote via Zoom meeting. The meeting was called to order by Chair Preeg Riggsby at 4:33 PM.

2. Introductions and Agenda Approval:

Directors Present: Hartline, Looney, Miller, Preeg Riggsby, Sowder (4:42pm), Hamer (4:44pm); Associate Directors Present: Wiley; Staff Present: DM Barlow, Mauser, Williams-Conway; NRCS Staff: Galland; Public Members: Foster, Abeles, Topaz, Spector

The agenda was approved by acclamation.

3. Minutes:

Board members reviewed the WMSWCD Board Meeting minutes from 10/22/2024ⁱ.

Director Looney made a motion to approve the Board meeting minutes as written, and Director Hartline seconded the motion. The motion was approved with a vote of 4-0. Directors Sowder, Hamer, and Lightcap were absent from this portion of the meeting.

4. Review of Treasurer's Reports, Budget Calendar Approval:

Director Miller presented the October financial report, noting that the District is a third of the way through the fiscal year and is \$100,000 ahead compared to the previous month. With tax revenues expected to start coming in soon, the organization will transition from relying on its savings of \$700,071 to being financially sustained through the end of the fiscal year, positioning it well for the next. Staff Williams-Conway was commended for preparing graphs that clearly illustrate spending and resource trends, including a slight increase in materials expenses due to higher partner funding and a steadily improving cash position from effective budgeting and forecasting. Appreciation was expressed for aligning closer to the actual budget to ensure efficient use of collected funds.

Director Preeg Riggsby reviewed the budget calendar for the 2025-2026 fiscal year. She emphasized the importance of ensuring the Budget Committee has the appropriate number and mix of members, including non-elected public members, to provide valuable external perspectives. Staff will collaborate with the Tax Supervising and Conservation Commission (TSCC) to prepare the budget, with the calendar posted publicly for transparency and public engagement. The first Budget Committee meeting is scheduled for April 15th, with a second meeting on April 22nd if necessary, although historically a second meeting has rarely been needed due to thorough preparation by staff. The board also outlined the procedure for the budget hearing, where the budget approved by the Budget Committee is officially adopted by the board; any significant amendments exceeding 10% on any line item would require reconvening the Budget Committee. Director Hamer made a motion to adopt the budget calendar, Director Looney seconded the motion, and the motion was approved with a vote of 6-0 (Director Lightcap was absent and did not vote)

The following reports were reviewed:

- a) WMSWCD-Balance Sheet as of October 31, 2024ⁱⁱ

b) WMSWCD-Budget Performance Report for October 31, 2024ⁱⁱⁱ

5. NRCS Update:

Staff Galland from the Natural Resources Conservation Service (NRCS) announced that a local work group meeting is scheduled for the last Thursday of February 2025. This meeting will involve stakeholders discussing needs and priorities for the upcoming year, and Kim plans to present as much information as possible from the new administration by then. She also offered to provide an "NRCS 101" introductory session at future meetings, which would be especially beneficial in the spring as new elected members and associate directors join the board.

6. Public Comment Period:

No Public Comments.

7. District Manager Highlights:

DM Barlow provided three brief updates during the meeting. First, she discussed logistics for the evening's program, inviting all current and new board directors to introduce themselves by sharing their names, zones, and areas of emphasis at the front end of the event. Second, she updated the board on the potential acquisition of over 3,500 acres by Trust for Public Lands (TPL) for developing a working forest conservation demonstration. TPL has hired a consultant to develop a management plan prior to acquisition, as there is a six-month window to complete it once the property is acquired. The board agreed to wait for OSU trustees to confirm the signing of two funding agreements with the Forest Legacy Program and Metro in January before proceeding. Third, she informed the board that Portland General Electric (PGE) has submitted a full application to develop power lines through the Linnton area, opening a short public comment period. The Districts Urban Conservationist is drafting a response letter. Due to time constraints and the upcoming Thanksgiving holiday, Director Preeg Riggsby proposed having the board authorize Director Preeg Riggsby and Director Sowder to work with DM Barlow and the Urban Conservationist to finalize and submit the letter on behalf of the board.

Director Hartline made a motion to authorize Directors Preeg Riggsby and Sowder to work with DM Barlow and the Urban Conservationist to finalize and submit the letter on behalf of the board, the motion was seconded by Director Looney, and the motion was approved with a vote of 6-0 (Director Lightcap was absent and did not vote).

8. Director Check-In's:

This item was deferred to the December meeting due to time constraints.

9. Upcoming Meetings:

Next Board of Directors Meeting: Tuesday, December 17, 2024 at 6pm via Zoom.

The meeting was adjourned at 5:03 PM.

ⁱWMSWCD Board meeting minutes October 22, 2024

ⁱⁱ WMSWCD Balance Sheet as of October 31, 2024

ⁱⁱⁱ WMSWCD Budget Performance Sheet as of October 31, 2024

^{iv} Staff Reports