



## West Multnomah Soil & Water Conservation District (WMSWCD, the District) Board Meeting Minutes 11/18/2025

### **1. Meeting Location and Time:**

4:41 p.m. In person at The Old Spaghetti Factory, 715 S Bancroft St, Portland OR 97239 and Remote via Zoom

### **2. Introductions and Agenda Approval:**

Directors Present: Preeg Riggsby, Looney, Oliver, DeFuria, Hamer, Sowder (4:58pm); Directors Absent: Topaz; Associate Directors Present: Hartline, Elicker, Spector; Staff Present: DM Jogerst, Mauser, Gray; Guest: Stuzman, Oliver, Payne

The agenda was approved by acclamation.

### **3. Minutes:**

Board members reviewed the WMSWCD Board Meeting minutes from 10/21/2025<sup>i</sup>

Director Looney moved to approve the October 21, 2025 meeting minutes as presented. Director Oliver seconded the motion. The Motion passed unanimously with the following votes: Preeg Riggsby – Yes, Looney – Yes, Oliver – Yes, DeFuria – Yes, Hamer – Yes. Director Topaz was absent from this meeting, and Director Sowder was absent from this portion.

### **4. Review of Treasurer's Reports:**

Treasurer Oliver presented the financial report with support from Gray of NOW CFO, who has been on contract with the District while recruitment for a new Budget & Fiscal Manager is underway. Treasurer Oliver noted significant progress in updating and reconciling the District's financials and confirmed that revenues and expenditures are tracking as expected for this point in the fiscal year. Early revenues appear low due to cash-basis accounting and the timing of property tax receipts; however, with the tax portal now open and delayed federal grant funds resuming, the District is on track to meet anticipated revenue levels. Property tax collections are beginning to arrive, and current receipts appear stronger than budgeted.

On the expenditure side, most programs are within expected ranges. Administrative and operational costs are slightly elevated due to staffing transitions, consulting support, and recruitment expenses, all of which are covered by the established contingency. Personnel costs remain under budget overall. The Board briefly discussed the value of Tax Supervising and Conservation Commission (TSCC) in supporting tax forecasting and budget compliance.

## **5. Public Comment Period:**

No public comment was offered.

## **6. OACD Board Ballot**

The Board reviewed the OACD officer and regional representative ballot included in their packet. Three positions are open statewide. Director Preeg Riggsby noted that the West At-Large seat—previously held by WMSWCD—has one nominee, Dean Moberg (Tualatin SWCD). The Columbia Plateau nominee, Cassie Newton (Wheeler SWCD District Manager), is seeking re-election and continues to serve as OACD Treasurer. Both candidates were described as highly qualified and engaged.

For the Eastern Oregon region, two nominees were presented: Andrea Mann (Umatilla County SWCD Director) and Jason Kesling (Kearney SWCD District Manager). The Board discussed the value of maintaining a balance between directors and district managers on the OACD board and the importance of ensuring representation from Umatilla County, particularly given recent capacity challenges in that region. The Board agreed that both nominees were strong candidates, with a preference expressed for Andrea Mann to provide broader director representation and regional perspective.

Following discussion, Director Oliver made a motion to vote for the following candidates:

- **Cassi Newton** (Columbia Plateau)
- **Dean Moberg** (West At-Large)
- **Andrea Mann** (Eastern Oregon)

Director Looney seconded the motion, which passed unanimously with the following votes: Preeg Riggsby – Yes, Looney – Yes, Oliver – Yes, DeFuria – Yes, Hamer – Yes. Director Topaz was absent from this meeting, and Director Sowder was absent from this portion.

## **7. Public Meetings Law Training:**

The Board discussed the Oregon Government Ethics Commission requirement that all elected directors complete the mandatory Public Meetings Law training, which can be taken as a live, two-and-a-half-hour virtual session. Associate Directors are welcome to participate but are not required. The Board considered options for completing the training individually during standard weekday offerings or coordinating a dedicated group session outside regular work hours to accommodate members' schedules. Directors expressed interest in completing the training together, preferably on a Saturday. Staff will work with OGECE to identify available weekend dates and will schedule a session that the Board can attend collectively, with the option to invite neighboring districts to join once WMSWCD's availability is confirmed.

## **8. District Manager Update:**

DM Jogerst provided a brief update on the Budget & Fiscal Manager recruitment process, noting that first-round interviews have been completed and next steps are underway. She also reported that the draft budget calendar has been prepared in coordination with TSCC and that the upcoming budget process is on track and progressing smoothly.

The next regular board meeting is December 16 from 6-8 PM remote via Zoom.

The meeting was adjourned at 5:15pm.

<sup>i</sup> *WMSWCD Board meeting minutes October 21, 2025*

<sup>ii</sup> *Financial Reports ending October 31, 2025*

<sup>iii</sup> *Staff Reports*