



Clackamas County SWCD Executive Committee

DRAFT AGENDA ~ January 4, 2012 ~ 8:55 am

221 Molalla Ave. Suite 102, Oregon City, OR

#	Item	Time/Who	Notes
1	Call to order, agenda	8:55 Lee	Amend/accept agenda as needed
2	Minutes/old business	8:55 Lee	A - INFO: December 13 th draft minutes
3	Monthly financials	8:56: Lloyd	A - ACTION to approve expenditures. THE MEETING WILL ADJOURN FOLLOWING COMPLETION OF THIS ACTION REMAINING INFORMATIONAL ITEMS ARE DISCUSSED IN THE BRIEFING MEMO B - INFO: Conservation Implementation Fund update
4	Non-recurring financials/funding		A - INFO: Tax revenues received B - INFO: Insurance coverage renewal C - INFO: Amending the budget
5	Projects/programs		A - INFO: Composting proposal
6	Personnel		A - INFO: Staff evaluations to be done in January
7	Management		A - INFO: Change weekly report to monthly
8	Roundtable		
9	Adjourn, next meeting	9:00: Lee	



CLACKAMAS COUNTY

Soil and Water Conservation District

Approved 1/17/12

SWCD Executive Committee Meeting Minutes for January 4, 2012

Present:

Directors: Jan Lee (Chair) *attended by phone*, Don Guttridge (Vice Chair), Ron Oberg (Treasurer), Joan Zuber (Secretary)

Staff: Tom Salzer, Lisa Kilders, Marlene Lloyd

1 – CALL TO ORDER - Chair Lee called the meeting to order at 8:55 a.m., January 4, 2012 in the Clackamas County SWCD (CCSWCD) conference room at 221 Molalla Ave, Oregon City, OR. No amendments were made to the agenda.

2 – MINUTES - The Executive Committee reviewed the DRAFT December 13, 2011 board meeting minutes. One corrections was suggested:

#8.A.4. Corrected the spelling of Eric Canclor to Eric Kancler.

The Committee agreed by consensus to move the minutes forward to the full board for approval.

3 – FINANCIALS–

A. Staff Lloyd presented the expenditures list for approval. Expenses included two unusual checks: a payment to DEQ for a NPDES permit that required payment by check only, and payment to the State for our annual audit filing fee. Directors Guttridge/Oberg moved/seconded to approve expenditures as submitted. Motion carried unanimously.

4 – NEXT MEETING /ADJOURN – The next board meeting will be on January 17, 2012 at 1:00 p.m.

There being no further business, Chair Lee adjourned the meeting at 9:00 a.m.

Respectfully submitted,

Lisa Kilders
Assistant Manager

Voucher Approval List 01/04/2012

VENDOR NAME:	MEMO:	Check Number	DATE:	AMOUNT PAID:
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Recurring Expenses Authorized for Payment by Resolution 2011-002:

AT&T	November Cell Phone Expense	4241	1/4/2012	\$ 191.09
Clackamas County Department of Finance	January Benefits	4242	1/4/2012	\$ 13,860.76
Comcast	December 2011 DSL for District Network	4243	1/4/2012	\$ 111.90
Integra Telecom	Payment for District's monthly Telecom Service	4244	1/4/2012	\$ 551.91
MODOC Investments dba Redside Equities, LLC	January Rent & Utilities	4245	1/4/2012	\$ 6,761.99
Pacific Automation	November Copier Expense	4247	1/4/2012	\$ 297.84
Sonitrol	January Monitoring	4249	1/4/2012	\$ 136.00
	Subtotal			\$ 21,911.49

Board Authorized Payments:

Oregon DEQ	State Permit for 2012	4246	1.4.2012	\$ 903.00
Secretary of State, Audits Division	2010-2011 Audited Financial Statement Filing Fee	4248	1.4.2012	\$ 250.00
	Total			\$ 23,064.49

Approved By Board:

[Signature]
 Vice Chair

[Signature]
 Board Treasurer

Conservation Implementation Fund: Funds encumbered for FY 2011-12, committed for future FYs, and spent so far
 Does not include funding from General Fund or other sources -- only Conservation Implementation Fund
 Report date: 12/29/11 by Eann Rains

Cash basis

Cooperator	Lead Staff	Project or Contract # if applicable	DOG 75% cost-share (NTE)	District-Led Work	Targeted Weed Grants (NTE)	EDRR Weed Projects	WQ Small Grants (NTE)	Design/Consult Grants	Grant & Loan 75-25	Loan	TOTAL committed FY 11-12	Bills processed far FY 11-12 (CCSWCD funds)	Balance committed for future FYs
1a Clackamas Co Parks: S. Creek Abernethy restoration	Sam	DOG-1013-001	10,000.00								10,000.00	0.00	TBD
2a Peter: riparian forest buffer, raptor perch	Jenne	DOG-1015-002	10,000.00								10,000.00	1,572.49	TBD
3a Conway-Zett: riparian & upland plantings, weed control	Jenne	DOG-1014-004	6,667.50								6,667.50	2,035.00	TBD
4a McLwain: riparian plantings, weed control	Jenne	DOG-1015-005	9,145.00								9,145.00	220.00	TBD
5a BeaverLake Stables: aerated composting facility	Jeremy	DOG-1012-006	7,430.00								7,430.00	0.00	0.00
6a Foothills Honey: riparian plantings, weed control	Jenne	DOG-1015-007	10,000.00			TBD					10,000.00	3,000.00	TBD
7a R Franco: finishing up weed control contract	Sam	Thru 12/31/11									TBD	1,810.50	0.00
1 NW Youth Corps: weed control crew	Tom	Summer 2011		3,950.00							3,950.00	3,950.00	0.00
2 Goldin: HUA, fence, roof, gutters	Jeremy	DOG-1112-001	8,000.00								8,200.00	5,065.00	0.00
3 Amodt Dairy: manure pipeline, irrigation improvements	Lee	DLW-1012-001		30,000.00							30,000.00	6,457.77	0.00
4 Forests Forever: deepen pond, access for fire fighting	Jeremy	DLW-1112-001		20,187.00							20,187.00	20,187.00	0.00
5 Cater: weed control in riparian area	Jenne	Pay contractor			2,500.00						2,500.00	1,195.46	0.00
6 Sheppard: weed control on 2 acres	Jenne	Pay contractor			2,500.00						2,500.00	0.00	0.00
7 Metro: Clear Crk: pasture prep, weed control, buffers	Jeremy	DLW-1112-002		10,000.00							10,000.00	0.00	0.00
8 Herrera: weed control in riparian area	Jenne	Pay contractor			2,500.00						2,500.00	1,053.66	0.00
9 Ashmore: weed control in riparian area	Jenne	Pay contractor			2,500.00						2,500.00	255.92	0.00
10 Haushalter: weed control in riparian area	Jenne	Pay contractor			2,500.00						2,500.00	716.57	0.00
11 OR Sm Trees Nursery: RWH/plant nutrients study	Jeremy	DLW-1114-003		12,350.00							12,350.00	0.00	TBD
12 Franco: weed control contract	Sam	Multiple sites				50,000 *					TBD	2,717.62	TBD
13 J Franco: weed control contract	Sam	Multiple sites				50,000 *					TBD	1,558.16	TBD
14 R Franco: weed control contract	Sam	Multiple sites				50,000 *					TBD	0.00	TBD
15 Ash Creek Forest Mgmt: weed control contract	Sam	Multiple sites				50,000 *					TBD	0.00	TBD
16 Sound Native Plants: weed control contract	Sam	Multiple sites				50,000 *					TBD	552.02	TBD
17 RJ Consulting: weed control contract	Sam	Multiple sites				50,000 *					TBD	0.00	TBD
18 Taylor: barn gutters, direct roof water to pasture	Rhoda	WQSG-1112-001					1,740.00				1,740.00	1,740.00	0.00
19 Morgan: HUA, fence, pasture improvements	Luca	DOG-1113-002	9,000.00								5,550.00	4,264.81	3,550.00
20 Mong: riparian livestock exclusion fence	Jason	WQSG-1112-002					500.00				500.00	500.00	0.00
21 Delano: harvest rainwater to water livestock	Kris	WQSG-1112-003					2,500.00				2,500.00	0.00	0.00
22 SOLV: youth svc learning, surveys, restoration project	Eann	DLW-1112-004		3,000.00							3,000.00	0.00	0.00
23 Nelson Nursery: pond aerator	Kris	DOG-1113-003	4,000.00								3,528.40	3,528.40	TBD
24 Stone 4: HUA, water trough, weed control	Jeremy	DOG-1112-004	1,500.00								1,500.00	0.00	0.00
25 Stone 5: pasture cross-fencing, weed control	Jeremy	DOG-1112-005	600.00								600.00	0.00	TBD
26 Rayne: plant native trees on slope to prevent erosion	Rhoda	WQSG-1112-004					2,500.00				2,500.00	0.00	0.00
27 LOUCC: rain garden adjoining parking lot	Erik/Jason	DLW-1112-005		2,800.00							2,800.00	2,800.00	0.00
TOTALS			76,342.50	82,287.00	12,500.00	0.00	7,240.00	0.00	0.00	0.00	174,647.90	65,190.38	3,550.00

Total budget = \$385,324. ** Commitment has tentatively been made. Awaiting final approval.

1a-6a DOG awards: DOG column shows balance in award as of 7/1/11. Calculated on a cash basis

Pink highlighting: Source of info is Sam's Weed Contracts Expenses/Balances spreadsheet.

Green highlighting: Commitments made during FY 2010-11 for multi-year projects that have balances committed for FY 2011-12 or longer

Note: Many projects have two commitments: a figure based on the project budget and a higher "not to exceed" figure (shown here). Payments are made for actual costs.

* EDRR weed contracts total \$300,000 from 9/1/2011 to 12/31/2013.

Does not include OWEB and other non-District grants.