



Approved April 24, 2018

Clackamas SWCD Board Meeting Minutes for March 20, 2018

Present:

Directors: Jeff Becker (Chair), Don Guttridge (Secretary), Jan Lee, Jesse Nelson (Vice Chair), Joan Zuber

Associate Directors: Paula Gagnon, Jackie Hammond-Williams, PK Melethil, Jim Toops

Director Emeritus: Mike Weinberg

Staff: Jason Faucera, Tami Guttridge, Lisa Kilders, Clair Klock, Sam Leininger, Cathy McQueeney, Sam Leininger, Eann Rains, Tom Salzer, Nathan Tucker

Guests: Jessica Jansen (Ag in the Classroom), Katherine Daniels (retired, Oregon Department of Land Conservation and Development)

Absent: Roger Fantz (Treasurer), Jim Johnson

1 – CALL TO ORDER and ACCEPT AGENDA / PUBLIC COMMENT / DIRECTOR REPORTS / MANAGER'S REPORT ON COMMITTEES

A. Call to order – Chair Becker called the meeting to order with a quorum present at 4:06 p.m., Tuesday, March 20, 2018, in the Clackamas SWCD conference room at 221 Molalla Ave., Suite 102 in Oregon City.

Chair Becker asked if there were any changes or additions to the agenda. No changes were requested and the agenda was accepted as presented.

B. Public Comment – No public comment was offered.

C. Director Reports –

- Director Lee reported that she would be unable to attend the April 24, 2018 board meeting as she will be at the Oregon Water Enhancement Board (OWEB) meeting. Lee also spoke to the Board regarding a request made to the Oregon Association of Conservation Districts (OACD) to return to the resolution process. The OACD Board spoke with former president John McDonald about how the process worked. The OACD Board was not happy with the past

process of resolutions and is currently having the Executive Director research other methods for Districts to communicate within OACD.

- Associate Director Gagnon reported that she had attended the Willamette Valley Ag Land Initiative meeting in Salem. There were several land trusts and conservation districts represented, discussing how to conserve working lands. Gagnon felt that this was just the beginning of the discussion about working lands.

D. Partner Report – No report

E. Manager's report on committees - Manager Salzer reported that no committees had met this month.

2 – MINUTES AND OLD BUSINESS

A. February 27, 2018, Regular Meeting Minutes - Draft minutes from the February 27, 2018, Regular Board Meeting were presented. The Board Secretary has reviewed the draft minutes. Director Lee asked that the minutes reflect that she was at the meeting via phone through the first Executive Session and be amended accordingly.

Directors Guttridge/Lee moved/seconded to approve the minutes as amended. Motion carried unanimously.

3– MONTHLY FINANCIALS

A. Review and accept financial reports – Staff Tucker presented the February financial reports. Tucker noted that the District had received tax revenues in the amount of \$23,532.35, and an additional \$13,835.50 in Oregon Water Enhancement Board and Oregon Department of Agriculture grants. Interest income from investments totaled \$ 3,687 for February 2018. Expenses for February 2018 totaled \$184,891. The District maintains a healthy cash balance in LGIP Savings and enough working cash for operations in Wells Fargo.

Staff Tucker noted he has an upcoming resolution regarding inter-fund transfers, and will be contacting the finance committee regarding recommendations.

Directors Lee/Nelson moved/seconded to approve the financial reports as presented. Motion carried unanimously.

Director Zuber arrived at 4:19 p.m.

B. Expenditures – Staff Tucker reviewed the March 2018 voucher list with the Board. Check numbers were 1373 to 1416, with no breaks in the sequence. Checks totaled \$73,910.24. Total for the Conservation Grants funds was \$7,641.75. Tucker noted that check # 1412 was for an underpayment to the VOYA retirement fund.

Directors Nelson/Guttridge moved/seconded to approve the February voucher list. Motion carried unanimously.

4 – OTHER FINANCIALS -

A. Resolution 2018-002 to approve Supplemental Budget - Staff Rains presented resolution #2018-002 to adopt a revised budget and make appropriations for fiscal year 2017/2018. The revised budget reflects changes in the Working Lands Fund and the Building Reserve Fund. The Working

Lands Fund balance was raised due to a possible loan and acquisition of real property. The Building Reserve Fund balance was lowered due to a change in the timeline for building the Conservation Resource Center. Staff Rains also explained that the monies must be appropriated in order to be spent.

Directors Guttridge/Lee moved/seconded to approve resolution 2018-002: Resolution to adopt a Revised (Supplemental) budget and make appropriations for Fiscal year 2017/2018 as proposed. Motion carried unanimously.

Associate Director Toops arrived at 4:45

- B. Budget Committee appointments** - Manager Salzer reported that two budget committee members terms had expired this year. Manager Salzer had contacted Dave Morgan, Steve Fedje, and Jim Toops in regards to serving on the committee. Mr. Morgan was unable to serve this year due to other commitments. Mr. Fedje and Mr. Toops have agreed to serve.

Directors Guttridge/Lee moved/seconded to appoint Steve Fedje and Jim Toops to serve three (3) year terms on the Budget Committee. Motion carried unanimously.

Associate Director Melethil arrived at 4:50 p.m.

5 – PROJECTS, PROGRAMS, SPECIAL ACTIONS

- B. Butte Creek irrigation Conversion project** - Staff Faucera brought two irrigation projects to the Board for discussion.

The Butte Creek project is a conversion from a conventional overhead sprinkler system to a drip-line system. This project will allow for the expansion of production and a reduction in overall water usage. The cooperators will be able to return a percentage of their water right to a permanent instream water right for Butte Creek. Staff is recommending a 1/3 grant, 1/3 loan and 1/3 cooperator match. The estimated cost of the project is approximately \$40,000.00.

- C. Canby irrigation project** - The Canby irrigation project seeks to convert irrigation from a manual watering of individual trees to a drip irrigation system with an integrated Irrigation Water Management (IWM) system to optimize water savings and efficiency. The total project cost is estimated to be \$ 24,000 and installation will be completed by the producer. If the District chooses to fund this project, requirements can be put into place for the IWM system, and the producer will be putting in the most efficient water saving system. This project is different as there is no existing installed system. The staff recommendation on this project is for a 50/50 grant.

Staff is seeking guidance from the Board regarding a policy on cost share for irrigation projects. Board members discussed the cost share on irrigation projects.

Directors Lee/Guttridge moved/seconded to approve a general financial policy of a one-third grant, one-third loan, one-third cooperator share for irrigation projects, and gave approval for staff to proceed with work on the Butte Creek and Canby irrigation projects. Motion carried unanimously.

- A. Ag in the Classroom support request-** Jessica Jansen with Ag in the Classroom and Katherine Daniels a retired Farm & Forest Lands Specialist, propose to develop curriculum and resources for teachers. These work products will be used by teachers to deliver programs for students in grades 6 to 8 regarding land capabilities and land use decisions. Much of the curriculum will be based on a set of relief maps and hands-on tools that teachers may request from the Ag in the Classroom system.

Daniels stated they want to expand the information into a website format to help make it available to more schools.

Jansen stated that they have obtained funding from East Multnomah Soil and Water Conservation District and from the Gray Family Foundation. Support from the Clackamas Soil and Water District would allow them to expand the access through a website-based system and address a significant lack in existing resources for sixth to eighth grade students.

Directors Lee/Zuber moved/seconded to approve financial support of \$5,000 for the development of land use decision making curriculum and resources to be provided to educators through the Ag in the Classroom website. Motion carried unanimously.

D. Farmers Market Support Grants - Staff McQueeney reported that the grant review committee consisting of Chair Becker, Directors Guttridge and Zuber, and staff members McQueeney, Rains, and Tucker had met on March 7, 2018, to review Farmers Market Grant requests. McQueeney provided a spread sheet showing the eight markets that were recommended for awards by the committee.

The markets use most of the grant money for their Power of Produce (POP) clubs. The funds provide tokens for children to purchase fruits and vegetable, and for Supplement Nutrition Assistance Program (SNAP) match. Both programs bring customers into the markets and provide the most return for the money the District commits to the markets.

Chair Becker noted that the POP club originated in the Oregon City Farmers Market and has spread across the country. Associate Director Hammond-Williams noted that POP clubs are also appearing in Farmers markets in Canada.

Directors Guttridge/Zuber moved/seconded to approve the recommendation of the Farmers Market Grants committee to award \$40,127.00 to eight farmers markets in Clackamas County. Motion carried unanimously.

Staff McQueeney reported that the grant committee had discussed starting a challenge grant in addition to the current Farmers Market grant. This additional money would be used as grant match to expand POP clubs in the County.

6 – PERSONNEL - No topics for discussion.

7 – BOARD/MANAGEMENT

Manager's Report – Manager Salzer gave a brief overview of the many meetings he has attended this past month.

- Willamette Valley Ag Lands Initiative - met with a group of 40 to 50 people regarding how to prioritize working lands and preserve them.
- Toured the Eagle Creek acquisition site, and is working with the Trust for Public Lands (TPL) regarding the purchase of the property.
- Providing assistance to the Oregon Heritage Working Lands committee.

- Participated in a webinar teleconference with National Conservation Planning Partnership about bringing "Conservation Boot Camp" to the Pacific Northwest. This boot camp would provide in-depth training for the planners and is currently only provided in Lincoln Nebraska.

Manager Salzer asked the Board to begin thinking about guiding principles they would like to establish to direct the business of the District. He will have staff put together some thoughts regarding this proposal and have it available for the next meeting.

Salzer reported that East Multnomah SWCD has prevailed in a long legal proceeding regarding the dismissal of an employee. Lessons learned will likely be offered to Board members and district managers in a by-invitation-only session at CONNECT.

Salzer also reported that the manager for Clark Conservation District (CD) in Vancouver, Washington has resigned, and he has been told that engineer Doug Fenwick whom we contract with Clark CD for technical service, will probably retire in the next year or two.

Manager Salzer asked the Board if they would like the District to become a non-voting member of the Clackamas Farm Bureau. He noted that hearing from the Farm Bureau would give the District a different perspective about farms and differing opinions on how to protect them. Board members felt that this was a good idea.

Staff Kilders presented a new outreach card for the Backyard Habitat program which will be kicking off their second phase of work in Clackamas County in April. Kilders reminded Board members of upcoming events: Tree School March 24, Garden Palooza April 7, Oregon City Arbor Day celebration also on April 7, and a Workshop for Horse Owners on May 5.

Kilders reported that Staff McQueeney had attended a Clackamas Water Education Team event at the Gregory Forum on the Clackamas Community College campus. Approximately 700 fourth and fifth graders from around the County attended to learn about water and ways to keep it clean.

Staff Kilders and Director Zuber attended the Pudding River Watershed Council's annual meeting.

Staff Leininger reported that the WeedWise staff had coordinated two large mailings in the past month, and will be holding training sessions for contractors in the next couple of weeks. Leininger attended the Washington State Noxious Weed Coordinators Associations meeting in Chelan last week. He noted that they have the same types of challenges in Washington State as the District has here.

Staff Faucera reported that planners were busy working with the Natural Resources Conservation Service (NRCS) on the Oak Conservation Implementation Strategy (CIS). Working within the NRCS structure can be challenging, but the District hopes to have five good working projects for oak this next year. Faucera is working with the planning staff to think about oak as a long-term investment with most projects taking three to four years to complete.

Faucera reported that staff would be attending the Cascadia Prairie Oak Partnership (CPOP) and the CONNECT conference next month.

Faucera reported that the Camp Adams easement work is moving forward. Faucera will be attending a meeting tomorrow to talk about baseline requirements and protocols for the easement. A draft easement has been submitted to the District and is currently under review by the attorney, it is missing the clause regarding recovery of attorney's fees.

8 – PROPERTIES & PLANNING

- A. Conservation Resource Center Project updates** - Director Guttridge reported that a mandatory meeting for possible construction managers/general contractors had been held March 14, 2018, at the Beaver Creek Demonstration Farm. Five companies attended and Guttridge hopes the District will get four to five proposals back. Guttridge also attended the application technical follow-up meeting for the conditional use permit. The county will be raising many permitting fees in the new fiscal year, and it would be in the District's best interest to pre-pay many of the system development fees.
- B. Eagle Creek Habitat project** - Manager Salzer reported that work on this project is going well and he has recently toured the site. Salzer had been contacted by a member of the public from the Estacada area saying that he thought that this is a great project.

9 – Other Reports

- Associate Director Hammond-Williams appreciated the Board's support for the Farmers Market grant program. It is a shot in the arm for the markets which receive no support from the cities where they hold their markets.
- Chair Becker asked Staff McQueeney about the challenge grants. Would the markets be able to use an existing grant as a match? Staff McQueeney stated that the hope is the markets would be able to find other funding in the community and that perhaps a thermometer campaign might work.
- Director Emeritus Weinberg noted that longer drier summers and reduced snow pack were going to have a significant impact on stream flows and water temperature. Weinberg asked what role conservation districts have and what the districts can do to help. Districts need to be part of the discussion and he wondered if the State was doing anything. Weinberg noted that 30 to 40 years ago the Oregon Association of Conservation Districts tried to bring water retention and storage issues to the table for discussion as a possible way to protect salmon habitat and irrigation, maybe it is time to revisit these topics.

Manager Salzer thanked Director Weinberg for this timely reminder. Salzer noted that he was working hard to change mind-sets to look at what impact the District's projects will have in 50 to 100 years rather than in the immediate future.

- Associate Director Toops noted that the many conversations he has had with his daughter about the projects they have implemented on their own place have been very beneficial in educating her about the importance of conservation. Educating children about what the District does will help our communities.
- Staff Faucera noted that education and technical assistance gives the District the best return on dollars spent.
- Staff Tucker is working diligently on the new budget for the coming fiscal year.

- Director Lee reported that the Oregon Watershed Enhancement Board is working to raise its small grant program from \$10,000 to \$15,000, and the Clean Energy Jobs bill may come back.
- Director Zuber attended the South Clackamas Community Planning Organization meeting on March 19. Zuber wondered what information is available about Clackamas County allowing accessory dwellings on farmland. Zuber also noted that the Pudding River Watershed Council had a speaker at their annual meeting who spoke about rain water harvesting, aquifer recharge and water storage.
- Director Guttridge reported that it was time for selfish promotion and invited Board members and Staff to attend the Springwater Grange's annual show. This year they will be presenting a variety show with music and skits rather than performing a play. There will not be a dinner, but dessert will be served during intermission.
- Staff McQueeney attend the Friends of Family Farmers meeting. Discussion at the meeting mentioned development on high-value farmlands, the installation of solar facilities, and farm succession.
- Manager Salzer reported that he had purchased two tickets to the Rogue Farm Corp. Succession planning workshop.
- Associate Director Gagnon has worked with Rogue Farm Corp; they are interviewing beginning farmers, and working to provide them with information to help them get established.
- Chair Becker noted that one of the topics from last month's meeting was research regarding wages. Becker asked what pathways there are to getting the information.

Manager Salzer reported that he would be contacting other districts that are like the Clackamas district to gather information on wage scales. Salzer will contact districts in both Oregon and Washington that have tax bases, a mix of urban and rural customers, and are near major cities and highways.

ADJOURN and NEXT MEETING-

- There will be a public hearing on March 30, 2018, at 4:00 p.m.
- There will be a Budget Committee Meeting on April 3, 2018, at 2:30 p.m.
- The next regular meeting will be on April 24, 2018, at 4:00 p.m.
- There being no further business, Chair Becker adjourned the meeting at 6:15 p.m.

Respectfully submitted,



Tami L. Guttridge
Administrative Assistant

Voucher Approval List

3/20/2018

| Date | Number | Payee | Memo | Payment |
|------------------|---------------|-------------------------------|---------------------------------------|------------------|
| 3/6/2018 | 1373 | BCTelco | Acct: 11014515 03/2018 | 209.57 |
| 3/6/2018 | 1374 | Comcast Business Internet | Acct: 8778 10230 0924690 02/24/2018 | 144.85 |
| 3/6/2018 | 1375 | Clackamas Dept of Finance | CSWCD: ER/EE Benefits 03/2018 | 22,599.36 |
| 3/6/2018 | 1376 | Garrett Hemann Robertson PC | Acct: 14400001 LWR 02/2018 | 2,000.00 |
| 3/6/2018 | 1377 | Allstream | Acct: 829514 02/2018-03/2018 | 702.30 |
| 3/6/2018 | 1378 | OC Properties, LLC | RENT: 775-102-CU 03/2018 | 6,909.93 |
| 3/6/2018 | 1379 | Oregon City Garbage, Inc | Acct: 57768000 03/2018 | 26.35 |
| 3/6/2018 | 1380 | Pacific Office Automation | Acct: 900-0266949-000 02/2018 | 262.66 |
| 3/6/2018 | 1381 | PGE | Acct: 0019-31171-4271634 02/2018 | 231.96 |
| 3/6/2018 | 1382 | Sonitrol | Acct: 01SCLA01 03/2018 | 153.00 |
| 3/6/2018 | 1383 | T-MOBILE | Acct: 961602090 02/2018 | 941.92 |
| 3/6/2018 | 1384 | US Bank Voyager Fleet Systems | Acct: 86928-4679 02/2018::Bal 01/2018 | 289.47 |
| 3/6/2018 | 1385 | Matthew Van Wey | Reimbursement: Travel 02/2018 | 439.70 |
| 3/6/2018 | 1386 | Verizon Wireless | Acct: 242017036-00001 02/2018 | 200.05 |
| 3/6/2018 | 1387 | VOYA Financial | CSWCD: EE/ER 457b 02/2018 | 9,975.10 |
| Subtotal: | | | | 45,086.22 |

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|-----------|------|----------------------------------|---|----------|-----|
| 3/16/2018 | 1388 | Ash Creek Forest Management, LLC | SuperDOG-1618-4012 [SG-10-18-001] 02/2018 | 6,804.00 | CGF |
| 3/16/2018 | 1389 | Better World Club, Inc | Fleet: 3700 0005 9771 Roadside Asst 2018 | 490.00 | |
| 3/16/2018 | 1390 | Cascade Pacific RC&D, Inc | CSWCD: iMapInvasives 03/2018 | 5,000.00 | |
| 3/16/2018 | 1391 | Century Link | Acct: 503-656-1105-170B 03/2018 | 63.52 | |
| 3/16/2018 | 1392 | Converging Creeks LLC | CSWCD: Contract Svcs [BVR CR] 02/2018-03/2018 | 912.77 | |
| 3/16/2018 | 1393 | Coulter Printing, Inc | CSWCD: Printing [Soil Covered] [Steep Slopes][WeedWise Slips] J#38165 02/2018 | 505.58 | |
| 3/16/2018 | 1394 | Crystal Greens Landscape, Inc | CSWCD: Landscape Svcs [BVR CR] 03/2018 | 395.00 | |
| 3/16/2018 | 1395 | Daily Journal of Commerce | Acct: 10061313 [CRC] 03/2018 | 93.60 | |
| 3/16/2018 | 1396 | Roger Fantz | Reimbursement: Travel 02/2018 | 125.35 | |
| 3/16/2018 | 1397 | Jason Faucera | Reimbursement: Travel 02/2018 | 307.28 | |
| 3/16/2018 | 1398 | Fred Pryor Seminars-CareerTrack | CSWCD: Training [1yr] 05/2018 | 3,184.00 | |
| 3/16/2018 | 1399 | H2Oregon | Acct: 21948 Water 02/2018 | 47.65 | |
| 3/16/2018 | 1400 | Sarah Hamilton | Reimbursement: Travel 02/2018 | 126.94 | |

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|-----------|------|----------------------------|--|----------|-----|
| 3/16/2018 | 1401 | Allstream | Acct: 829514 ISDN 03/2018 | 716.99 | |
| 3/16/2018 | 1402 | Clair Klock | Reimbursement: Travel 02/2018 | 193.43 | |
| 3/16/2018 | 1403 | Land Trust Alliance | 202291 Gov't Affiliate Dues 2018 | 250.00 | |
| 3/16/2018 | 1404 | Samuel Leininger | Reimbursement: Travel 03/2018 | 179.68 | |
| 3/16/2018 | 1405 | Padmanabhan K Melethil | Reimbursement: Travel 02/2018 | 163.97 | |
| 3/16/2018 | 1406 | Susan D Olson | CSWCD: Planting [YSWCD] WQSG-1718-4014 03/2018 | 837.75 | CGF |
| 3/16/2018 | 1407 | RBP Methods | CSWCD: MIP Hosting 01/18-04/18 | 600.00 | |
| 3/16/2018 | 1408 | Jennifer Reische | Reimbursement: Travel 02/2018 | 356.50 | |
| 3/16/2018 | 1409 | Thomas Salzer | Reimbursement: Travel 03/2018 | 855.25 | |
| 3/16/2018 | 1410 | Spire Technologies, Inc | Acct: 05330 Ctera 03/2018 | 300.00 | |
| 3/16/2018 | 1411 | Matthew Van Wey | Reimbursement: Travel 02/2018 | 104.64 | |
| 3/16/2018 | 1412 | VOYA Financial | EE/ER 457b [Bal Due] 3/5/18 | 489.34 | |
| 3/16/2018 | 1413 | Wells Fargo Business Elite | Acct: 5569 1990 0018 1208 LK 3/5/18 | 2,512.35 | |
| 3/16/2018 | 1414 | Wells Fargo Business Elite | Acct: 5569 1990 0017 2405 TS 3/5/18 | 2,846.22 | |
| 3/16/2018 | 1415 | Wells Fargo Business Elite | Acct: 5569 1960 0007 4870 JF 3/5/18 | 37.60 | |
| 3/16/2018 | 1416 | Joan Zuber | Reimbursement: Travel 01/2018-02/2018 | 324.61 | |

Subtotal: 28,824.02

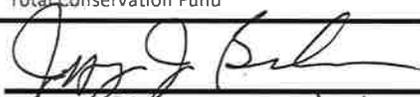
Total: \$ 73,910.24

Total Conservation Fund

7,641.75

Approved By Board:

Board Chair



Board Treasurer

Secretary

