

Polk Soil and Water Conservation District

December 12, 2018

Supplemental Budget Hearing Minutes

Polk SWCD Office: 580 Main Street Suite A., Dallas, Oregon 97338

Attachments available on request

In Attendance:

Directors

Matt Crawford (Chair)
Mike Wilson (Secretary)
Chad Woods (Vice Chair)
Jock Dalton (Treasurer)
David Simmons
David McKibben

Staff

Patti Gray (Admin)

Directors Emeritus/Associates/Guests

Judy Beebe - Associate and Director Elect
Brad Ford- Director Elect
Evelyn Conrad - NRCS
Ginger Simmons - Guest

BOARD MEETING

CALL TO ORDER & INTRODUCTIONS: Crawford Chair, called the Board Meeting to order at 6:00 PM. Directors Crawford, Wilson, Woods, Dalton, Simmons, and McKibben were present to start the meeting. Introductions were made.

PUBLIC COMMENT: None

Updated Agenda:

APPOINT BUDGET OFFICER:

Wilson nominates Woods to be the Budget Officer. McKibben 2nd. No Discussion; passed unanimously.

BUDGET OFFICER RECOMMENDATIONS: (attachment A)

Second reading of proposed supplemental budget. Review of General Fund resources, reasons for updates were explained since there have been some changes since the budget was adopted in June 2018. Woods then went on to review his suggested changes to the requirements of the budget. Woods stated he is using LB-31 because it allows for more detail. He added under the wage's category for the Conservation Services Department, the original figure was \$185,000.00 he decreased it to \$105,000.00 since two positions have been lost.

Crawford informed the group that Evelyn Conrad will do her update while they allow for any public comments. Dalton and McKibben in favor to continue with the Supplemental Budget Hearing after Conrad finished her update.

Crawford asked the board if anyone had any questions regarding the changes. Mike Wilson asked questions about the Cornerstone fund, why it was in the General Fund, since the funds are not part of the General Fund? Woods replied that his understanding is that all the money that comes in through the District should go through the General Fund initially, and then be transferred out to a properly formed different fund, then that fund should be accounted for totally separate from the General Fund. Woods stated he thought the Cornerstone funds were

originally accounted for in the \$460k and wanted to show that the money came in through the General Fund and then was transferred over to the Cornerstone Fund. Woods' understanding is that the money started out in this year's general fund and it shouldn't have. Wilson would like to have some time to talk as a board as to whether the board would like to consider another position being added this year. Talk about why or why not a new employee would need a grant tied to them to be able to fund a new position, where the money would come from, how the tax base has been restricted to 2.5 FTE, rest of money should come from a grant funded source. More discussion.

Discussion about paying property taxes from the BPA stewardship fund for the Cornerstone, and whether the supplemental budget should reflect the Cornerstone Fund as paying those taxes as Wilson's understanding is that the BPA money should not be used to pay property taxes. Woods thinks we should not pay taxes at all.

OPEN PUBLIC TESTIMONY PERIOD (5 to 10 minutes):

No one showed up or signed up on the sign in form for Public Testimony and/or to address the board.

REPORTS:

- Partners:

NRCS: Evelyn Conrad

Karin and Evelyn turned in a grant request to NRCS for .30FTE funding to further the technical assistance Marc Bell provides to implement RCPP through 2020, and for future technical assistance that will begin with the next CIS for our county.

Civil Rights Responsibility for Partners Checklist: Handout # 1

Conrad reviewed the "Civil Rights Responsibilities for Partners Checklist" at the Polk SWCD board meeting. Each item was discussed as part of the annual Civil Rights requirements. A copy of the checklist was provided to each board member and others in attendance. Once she went over the hand out in detail, signatures were collected from the directors to document the discussion. She also reviewed the USDA MOU, Cooperative Working Agreement, Mutual Agreement and Section 1619 Compliance. Discussion regarding sharing project information and the importance of protecting landowner privacy was emphasized. No PII will be included in the minutes.

Conservation Application Packet: Handout #2

The first application cutoff was November 16, 2019. Not all funding pool were included in this cutoff. There are 12 Oak Applications in the RCPP Willamette Valley Oak Restoration project that have been ranked for funding 1 High Tunnel and 1 Organic application. The 2nd application cutoff for the Forestry and Elk Meadows funding pools is March 15, 2019 so applications are still coming in.

Marc Bell is a certified planner and Jackson is finishing up his certification to be a Certified Planner. Marc is the lead planning for the Oak RCPP project.

Active Contract Criteria Report: Handout # 3

There are currently 26 active contracts; 7 conservation Stewardship Contracts, 12 EQIP contracts and 7 RCPP contracts.

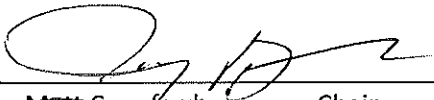
Local Working Group meeting:

Conrad also verbally reminded the group to save the date for the Local Working Group meeting on Friday January 25, 2019 OSU Extension - 289 Ellendale Ave., Dallas OR 9:00 AM - 12:00 PM.

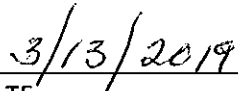
- Staff - No updates made
- Vice Chair - No updates made
- Directors - No updates made

BUDGET HEARING ADJOURNED: 7:37 pm

Respectfully submitted by Administrative Assistant Patti Gray on December 14, 2018.



Matt Crawford - Chair
Judy Beebe



DATE