

Tualatin Soil and Water Conservation District  
Board Meeting Minutes  
July 12, 2022

Board Members Present: Eldon Jossi    Dean Moberg    Jerry Ward  
Matt Pihl    Steve VanGrunsven    Anna Jesse

Others Present:    Lacey Townsend, TSWCD    Judy Marsh, TSWCD  
Jen Shih, TSWCD    Charlotte Trowbridge, TSWCD  
Stephen Strand, TSWCD    Randy Lawrence, CWS  
Elaine Stewart, Citizen  
Jeff Valdes, Capacity Commercial Group

Item 1 – Call Meeting to Order

The Board Meeting was called to order by the Chair, Jerry Ward, at 6:31 pm.

Stephen Strand, Information Systems Coordinator, gave a brief introduction of himself.

Item 2 – Consent Agenda

Anna Jesse moved to adopt the Consent Agenda. Dean Moberg seconded. Passed unanimously.

Item 3 – Public Comment

No Public Comment was given.

Item 4 – Monthly Financial Reports and Approval of Bills

Due to Kelly Dawes, Director of Finance & Operations, not being in attendance, the July 2022 financials were not presented. They will be presented at the September 13, 2022, Board Meeting.

Item 5 – Partner Reports

*Randy Lawrence, Clean Water Services (CWS)*

- CWS and TSWCD is creating a training on identifying the Emerald Ash Borer for contractors.
- CWS and TSWCD are also calculating what effect the Emerald Ash Borer will have on all conservation projects.
- Both, CWS and TSWCD, will be coming up with a consistent message to give to the public about the Emerald Ash Borer.
- Balm Grove Dam removal was awarded to Biohabitats. The dam will be removed this year. Next year, the large wood habitat project will begin.

- CWS hired James Steele as a Water Resources Specialist in the Stewardship Division. He will be working on project sites and with plant materials.
- Bruce Roll is retiring from CWS as of August 31, 2022.

*Jessica Wells, Natural Resources Conservation Service (NRCS)*

Jessica Wells was not in attendance, Judy Marsh read an email from her.

- NRCS was able to expand the boundaries of their Irrigation Conservation Implementation Strategies to include the ground water limited areas that adjoined and already have a couple of applications since NRCS moved the boundaries do to no applications last year.
- Getting ready to start back up on site visits and outreach.

Item 6 – Grants Program Updates and Highlights

Charlotte Trowbridge, Education and Grants Program Manager, and Jen Shih, Grants & enrollment Specialist, presented a PowerPoint to the Board with updates on the four grant programs. The grant programs are the Tualatin Watershed Improvement Grant (TWIG), Tualatin River Environmental Enhancement (TREE), Conservation Education, and Farmers Markets. Charlotte and Jen teamed together to inform the Board on the definition of each grant along with statistics on the number of applications, how many were funded and the over all cost of each grant from conception to now. They also touched on the future directions of the program. Future Directions were; Develop/offer more applicant resources, Develop and implement a comprehensive outreach plan, Explore further development of garden – specific programming and materials, and Conduct grantee surveys to better understand the applicant experience and improve our processes.

Item 7 – SWCD Program Reports

*Operations Assistant – Judy Marsh*

Judy reminded the Directors that are up for reelections that they need to get their information to Oregon Department of Agriculture (ODA) by August 30, 2022. She also mentioned that she has not received any requests for the Candidate Packet but did not know if anyone went on the ODA website to fill one out. Judy will receive an email from ODA after August 30, 2022, with the names of the people running for Directors.

Item 8 – Standing Committee Reports

*Easement Committee*

The committee did not meet, but Jerry Ward mentioned that Nicole Ruggiero sent out an email informing everyone that the Tualatin Valley Environment Easement process has been completed. There will also be a tour of the project on September 16, 2022, at 10:00 am.

Item 9 – Discussion – Facilities Committee Update

Jerry Ward updated the Board about how the Facilities Committee has been accomplishing their due diligence list that the Board assigned. The committee has reviewed the Letter of Intent and Purchase of Sale Agreement for the property on 8119 Cherry Drive, Hillsboro, Oregon. The committee has executed the Purchase of Sale Agreement. Lacey Townsend, Executive Director, contacted an architect to come up with an initial site assessment that will be taken to the Hillsboro Planning Commission. Also, an environmental consultant will be hired to do an environmental study on the site.

Jeff Valde, Senior Vice President of Capacity Commercial Group, is the District's realtor. He said that the District has 60 days to do their due diligence and then 15 days to close on the property.

There was a discussion on the potential difficulties clients and staff would face in using mass transit to get to the property site.

Item 10 – Discussion – Communication Plan for Board Committees

Lacey Townsend would like to know how committees should be structured and to establish protocol on how to communicate with committees. How and who to field question(s) to a committee was discussed. One way that was discussed was to email your question(s) to the committee chair who would then take them to the committee members for discussion.

Item 11 – Wrap-Up – Directors' Reports

Dean Moberg mentioned that he and Peter Hayes have been putting on Climate Smarter Workshops that inform people on how they can grow forests that are more resilient to climate changes and forests that sequester more carbon.

Jerry Ward will be attending the Soil and Water Conservation Commission meeting Monday and Tuesday of next week.

Item 12 – Adjourn the meeting

The meeting was adjourned at 8:25 pm.

Respectfully submitted by Judy Marsh, Operations Assistant.

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Attested by: Matt Pihl

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September 13, 2022  
Date