



Board of Directors Meeting Agenda

East Multnomah Soil and Water Conservation District

Monday, May 6, 2024, 6:00 – 8:30 PM

To be the EMSWCD Office (5211 N Williams Ave. Portland, OR, 97217) or
 Join online via GoToMeetings: <https://meet.goto.com/EastMultSWCD/boardmeeting>
 or call in: United States (Toll Free):1 (866) 899-4679 Access Code:578-282-301

AGENDA

Item #	Time	Board Meeting Agenda Item	Purpose	Presenter	Packet
1	6:00 5 min	Welcome and meeting called to order: <ul style="list-style-type: none"> • Introductions • Review/revise agenda. • Review previous action items • Review/approve April 2024 Board Meeting Minutes 	Information/ Decision	Zimmer- Stucky	a) 4/1/24 Board Meeting Minutes Previous Action Items
2	6:05 5 min	Time reserved for public comment and introductions ¹	Information	Public	N/A
DISTRICT BUSINESS					
3	6:10 10 min	Executive Director and Leadership Team Updates & Something to Celebrate	Discussion	Leadership Team	a) Executive Director, Leadership Team, and Equity Team Updates
4	6:20 15 min	Personnel Committee Recommendations	Discussion/ Decision	Masterson/ Beamer	a) Vacation Memo b) Regional Analysis on Vacation c) ED 6-month Review Memo
5	6:35 10 min	2024 PIC Grants	Decision	Kent	a) Recommended Applications
6	6:45 15 min	OSU Extension Assessment Update	Information	Beamer	N/A
7	7:00 15 min	Board Work Session Topics	Discussion	Zimmer-Stucky	a) List of Proposed Work Session Topics
8	7:15 15 min	2022 Agriculture Census	Information	Beamer/ DiLeone	N/A

¹ Each member of the public who wishes to speak shall be given approximately 3 minutes.

Packet materials referenced above available in hardcopy by request or electronically at: <http://emswcd.org/about/board/meetings/>



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9	7:30 20 min	Headwaters Weed Mitigation Plan update	Information	Beamer	Sent Separately
10	7:50 20 min	Response to Director Rossi's Headwaters Farm Report	Discussion	Zimmer-Stucky	Sent Separately
FINANCE AND OPERATIONS					
11	8:10 10 min	Monthly Financial Report: <ul style="list-style-type: none"> • March 2024 	Information	Mitten	a) March 2024 Financial Report
BOARD DISCUSSION					
12	8:20 5 min	Board Discussion <ul style="list-style-type: none"> • FY 24-25 Board Meeting Dates 	Discussion	Zimmer-Stucky	a) FY 24-25 Board Meetings List
CLOSING ITEMS					
13	8:25 5 min	<ul style="list-style-type: none"> • Announcements and reminders • Action items • Adjourn meeting 	Information	Zimmer-Stucky	N/A



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EMSWCD Board Members, Committees and Meeting Dates

EMSWCD Board			EMSWCD Committees			
Members	Positions	Officers	Budget	Land Legacy	Personnel	
Joe Rossi	Director - Zone 1		X	X		
Laura Masterson	Director - Zone 2	Secretary	X	X	X	
Mike Guebert	Director - Zone 3	Vice Chair	X	X	X	
Jim Carlson	Director - At-Large 1	Treasurer	X	X	X	
Jasmine Zimmer-Stucky	Director - At-Large 2	Chair	X	X	X	
Upcoming Schedule						
FY23-24	2023	July	5		31	17
		August	16			
		September	6		25	
		October	2			x
		November	6		x	
		December	4		13	
	2024	January	3		22	x
		February	5			
		March	4	4	25	
		April	1	1		15
		May	6	6	29	
		June	3			

EMSWCD prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisals, because all or part of an individual’s income is derived from any public assistance program or based on any other group or affiliation. EMSWCD will not condone or tolerate prejudicial remarks, actions, slurs, or jokes expressed and directed at or to any person. Any employee who behaves in such a manner while conducting EMSWCD’s business will be subject to disciplinary action including possible termination. EMSWCD is an equal opportunity provider and employer.

Meeting attendees requiring Americans with Disabilities Act accommodations should call (503) 222-7645 x 100 as soon as possible. To better serve you, five (5) business days prior to the event is preferred.

4/1/2024



**East Multnomah Soil and Water Conservation District
Board of Directors *FINAL* Meeting Minutes**

Monday, April 1, 2024

6:00pm- Call to Order

Zimmer-Stucky called to order the regular meeting of the EMSWCD Board of Directors at 6:00pm on Monday, April 1, 2024, at the EMSWCD Office in North Portland.

6:00pm- Introductions, Review/revise agenda, Review previous action items.

Zimmer-Stucky conducted introductions for the record. The following persons were present:

Board of Directors: Jasmine Zimmer-Stucky (At-Large 2 Director, Chair), Laura Masterson (Zone 2 Director, Secretary), Jim Carlson (At-Large 1 Director, Treasurer), Joe Rossi (Zone 1 Director)

Board of Directors Absent: Mike Guebert (Zone 3 Director, Vice-Chair)

Staff: Kelley Beamer (Executive Director), Dan Mitten (Chief of Finance & Operations), Heather Nelson Kent (Community Outreach & Engagement Program Supervisor), Julie DiLeone (Rural Lands Program Supervisor), Kathy Shearin (Urban Lands Program Supervisor), Chelsea White-Brainard (Senior Outreach and Engagement Coordinator), Katie Meckes (Senior Outreach and Engagement Coordinator), Alex Woolery (IT and Analytics Specialist), Jeremy Baker (Senior Rural Conservationist), Asianna Fernandez (Executive Assistant)

Guests: Mike Westling (Espousal Strategies)

Changes to the agenda:

- Remove Item 3: NRCS Urban Agricultural Program (Stephanie Payne unable to attend after all.)

Previous action items:

- **Fernandez** to add a Communications Plan update to the April Board Meeting Agenda. - Done
- **Fernandez** to send the Board the calendar invites for the Eat n Greet, Soil Health Analysis workshop, and Pasture Management workshop. - Done

6:02pm- Approval of minutes

MOTION: Carlson moved to approve the March 5, 2024, Board Meeting Minutes, Masterson 2nd. Motion passed unanimously (4-0, Guebert absent).

6:03pm- Public Comment: N/A

6:04pm- Communications and Message Development Update

Shearin introduced Mike Westling from Espousal Strategies. She, McAllister, White-Brainard, and Meckes are sitting on a team to help guide the effort that he is presenting. Kent (CO&E Program Supervisor) presented the communications plan to the Board at a previous meeting, but since then, the team has begun discussing core messaging for the District as a whole, as well as program-specific messaging. The team first identified some of the District's community partners who could serve as participants and then placed them into three core groups to reach out to for focus groups and survey participants.

Beamer added that it's good to remember that one of the most important aspects of communications is showing up for and listening to the community.

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Westling presented his listening session findings. He prefaced that the way he approaches communications is by the needs of the audience. Who are they, what are their needs and values, and how do they overlap with the District's needs and values?

Masterson Were the community organizations that you spoke to mostly in the urban or rural areas?

Westling Both, but mostly urban.

Rossi How did you arrive at the list of people to reach out to? There seems to be a perception that everyone who was surveyed knew about the District already.

Westling The list was created in collaboration with staff. Espousal Strategies reached out to community organizations and the staff reached out to residents, community organizations, and farmers. The goal was to reach out to folks who already had a relationship with the District. There are two ways we did the research, survey, and poll. Surveying folks who know about the District can lead to the next group of people who don't know about us yet but could find our resources helpful.

Beamer Did you find any outliers?

Westling Yes, the biggest takeaway was about how strong the emotional connection for District residents to their outdoors space was. He also assumed most would have one main issue to discuss, but some had more than one. He found that it's important for folks to see what that emotional connection looks like, and how it can be shared with the District and their neighbors. For farmers and growers, the District as a resource as an entry point is biggest. People seemed appreciative of the fact that the District isn't a regulatory body, even the ones who were skeptical about it.

Zimmer-Stucky liked that the themes from the community organizations included clear communication, as this will be a great opportunity for building trust with our community, to set boundaries for what resources can be offered without over-promising anything. This is something we can think about in every iteration of these listening sessions.

Zimmer-Stucky Did anyone decline to do the listening session or survey?

Westling Yes, mostly due to unavailability. This is especially since participants were offered a stipend for their time.

White-Brainard added that the survey is still live, so any extra messages will be able to be added.

Westling We collected 95 responses so far.

Masterson encouraged the rest of the Board Members to forward the survey on to their contacts- those who we could work with but aren't yet.

Westling We've been encouraging folks from the listening session to forward it to their contacts as well. We do have some filters so people can enter their zip code to ensure responses are only from within the District. This due date for the survey can also be extended to ensure others have time to add, without extending the whole timeline.

Zimmer-Stucky Which categories need more datapoints?

Westling We're pretty well covered, but we could use more farmers and growers. We're always looking for clear themes, and it seems like the themes have already emerged.

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Meckes We checked in with Espousal Strategies last week and got the numbers relaying how many people from each group have responded either by survey or listening session. From that data, we decided that we are not going to be sending reminders to our Urban constituents, but we did send reminders to farmers and growers, and rural residents. And she has seen a bump in responses after sending that reminder.

Action Item: Beamer to send the Rural and Grower survey to the Board, with the due date to be Monday April 8th

Beamer Reminded the Board that there will be two message development training courses and one media training in May. They will likely not coincide with the planned Board, as the staff is involved as well, and they should each take a few hours long.

6:34pm- NRCS Urban Agricultural Program – postponed.

6:35pm- ED and L-Team Updates

Beamer shared her Executive Director update:

- It's her third month as Executive Director, and she's still in listening and learning mode.
- She's continuing 1x1 meetings with each Staff member to learn more about their work.
- A reporter at Capital Press who is doing a profile on the services EMSWCD provides. They've had a few interviews with staff, Masterson, and Zimmer-Stucky. The reporter will come to the Soil Health Class in a couple of weeks. The final product should be posted in May.
- External Meetings:
 - Attended the recent Multnomah County Farm Bureau Meeting- Baker joined. Learned more about OSU Extension.
 - Met with Johnson Creek Watershed Council and Columbia Slough Watershed Council.
- At the end of April, she will bring a sample Executive Director workplan to the Board as well as a path for the District-wide workplan that gets submitted to the Oregon Department of Agriculture this summer.
- PC Meeting on April 15th. Has been working with Masterson to plan the agenda.

Mitten shared the F&O updates:

- A lot of Budget work!
- He's been working on a renewal analysis for Staff's healthcare premiums – it's the second year in a row that we've had a double digit increase in premiums. He's been spending time shopping around for other plans and benefit designs but is finding similar rates cross the board.
- Starting to plan for the website updating project.
- F&O staff have been working on implementing accounting software upgrade, addressing some IT issues, and providing email tech help, including email bounce backs that you may have been receiving when emailing with staff.
- Onboarding the new Rural Lands employee and supporting CO&E's hire process.
- The team has been helping out with finishing up the 2024 Plant Sale and other office projects.

White-Brainard and Meckes left at 6:40pm.

Shearin shared the Urban Lands Program updates:

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- The pre-application for METRO's capital grant for Mount Hood Community College's DePave project got accepted, so she'll be helping them continue with the rest of the application process. This is being used to help to pay for a pervious pavement installation on another side of the campus.
- The Hardy Plant Society requested to interview her about urban weeds and how to get people to think correctly about weeds we should care about vs. invasive weeds.
- McAllister has been invited to sit on the council panel for the Flourishing Oregon Conference related to pulling together community members to kickstart an understanding of building change within the community. She was also asked to join during her previous position at Nadaka, which the District also funded.
- The city of Gresham requested a letter of support for improvements to the Southwest community park, which is part of the Shaull property, and they are applying for a grant for parking and other amenities.

DiLeone shared the Rural Lands Program updates:

- Baker is working with seven commercial farms on potential cost share projects. There's a lot of interest in rainwater harvesting right now, which NRCS is not sharing information on. Other projects include farm road repair, conversion to drip irrigation, and a composting project.
- A significant portion of the irrigation system at the Big creek was owned by the previous renting tenants, so they removed a large amount of it, thus limiting our options for renters.

Rossi The irrigation is owned by three different parties. The main line and one headline came with the farm when we bought it, Cal Farms owned the wheel lines and a main line, and three headlines were owned by Rossi farms to help increase capacity. He offered his help to ensure the District could easily complete the set. He would also like to leave his lines for the next tenant.

Baker The renters took what was theirs, but we have a complete mainline from the Northern part of the property to the middle part of the property only right now.

Action Item: Baker to reach out to Rossi to visit Big Creek Farm to discuss irrigation lines.

Beamer The CO&E Team is down to the final two candidates for the new Assistant position.

6:53pm- Plant Sale 2023 Insights

Shearin is always looking to improve the event and be responsive to the community. She presented insights with Woolery. There was a little over 1,000 orders in 2024. All staff help to make this event happen, from behind the scenes planning, to marketing, to meals, to plant sorting, to event set up and tear down! We also worked with Wisdom of the Elders for plant sorting, which was a great experience again this year.

Carlson Who is the general demographic of buyers?

Shearin The buyers are mostly Urban, but some Rural.

Woolery We also have many orders that have a large number of big trees, so they must have a large plot of land for them.

Shearin This year, we sent targeted mailers to zip code 97233 like last year, but also added 97266 and 97030, which are all communities who lack tree cover.

Shearin asked the Board if they had any suggestions or thoughts for improvement to the event.

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Zimmer-Stucky appreciated how Shearin sends folks with large orders to wholesalers or nurseries instead.

Masterson appreciates how targeted the audience is and how well the targeted marketing is working. That's a great trend for the District.

Shearin We didn't expect to see the big spike in purchases, from those target zip codes, that we saw.

Woolery Even non-targeted zip code's sale numbers shot above our record sales. Our top number of orders were from the 97206-zip code at around 155 orders.

Carlson Can we contact some of the local gardening clubs who also do plant sale events? They get donated plants from nurseries who use the funds for student scholarships too. Can EMSWCD have a presence at these events for outreach, if not for providing plants?

Shearin We want to be careful with left over plants, because they can't go to for-profit organizations or to individual homeowners. But she'd love to hear more about the scholarship part of their work.

7:15pm – Recommendations from the Land Legacy Committee

Shipkey The Board has three resolutions and one motion to consider tonight, based on the Land Legacy Committee's recommendations from their meeting last week.

Resolution 2024-04-01: For the acquisition of two working farmland easement interests.

MOTION: Masterson moved to approve Resolution 2024-04-01. Carlson 2nd. Motion passed unanimously (4-0, Guebert absent).

Resolution 2024-04-02: For the acquisition of a property on Division Drive, authorizing the District to make the purchase and authorizes the Executive Director to review the due diligence investigations, determine whether to proceed with the purchase, and to follow through with the transaction.

MOTION: Masterson moved to approve Resolution 2024-04-02. Carlson 2nd. Motion passed unanimously (3-1, Rossi no, Guebert absent).

Resolution 2024-04-03: To support Outgrowing Hunger in acquiring one or more agriculture sites, a contingent commitment of \$100,000 for a period of one year. This commitment is contingent on Outgrowing Hunger securing additional grant funds. This would be a conceptual approval of a 20-year simple easement, pending Metro's grant funding conditions for Outgrowing Hunger. Staff and Board would weigh in on further language.

MOTION: Masterson moved to approve Resolution 2024-04-03. Carlson 2nd. Motion passed unanimously (4-0, Guebert absent).

Motion for a District property disposition.

MOTION: Masterson moved to advance the disposition of District property as discussed in Executive Session at the March 25th, 2024, Land Legacy Committee Meeting. Carlson 2nd. Motion passed unanimously (4-0, Guebert absent).

7:20pm- Board Discussion

Zimmer-Stucky is addressing the Board's interest in bringing back scheduled Work Sessions for EMSWCD Board Members, to do deeper dives into certain topics. The goal is to get approval of the idea here and then have the Board come up with topics for Work Sessions and present them at the May Board Meeting to see what kind of staff or external resources would be necessary.

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Masterson How many are we hoping to plan for the year? Should we let the topic list dictate that?

Zimmer-Stucky was intending to hold two Work Sessions for the rest of 2024 but doesn't mind adding another one if necessary.

Masterson, Rossi, and Carlson agree.

Beamer added that this idea did come up in her meetings with the Board. Staff have been thinking about how to bring Staff and Board together on the strategic goals. There are some goals that are flagged as new, so she is hoping the Work Sessions will act as a way to keep the Board up to date on how to move forward with them.

Action Item: Board Members to send Work Session topic ideas and information for planning each idea to Zimmer-Stucky and Beamer by April 26th.

Action Item: Fernandez to add a Work Session item to the May Board Meeting Agenda.

Beamer Guebert has registered to attend a national conference regarding regenerative agriculture and soil health this summer, in Montana. He'd like to represent the District, and bring the learnings back to the Board, setting up a cohort to continue with the class he'll be teaching this summer on soil health. There is a budget line item for continuing education for Board Members, which he would use for this.

Masterson The Board hasn't taken much advantage of that budget item, so this is great. She fully supports Guebert and other Board members to do similar.

Rossi and Carlson agree.

Beamer He'd like to work with Baker on how to bring the learnings back to the District.

Motion: Masterson moved to approve Guebert's reimbursement for the conference ticket from the Board Training and Development budget. Motion passed unanimously (4-0, Guebert Absent).

Beamer CONNECT+ Conference is an annual summit that is put on by Oregon Conservation Education & Assistance Network (OCEAN), who does technical training for the SWCD community. It's the place for SWCDs, Watershed Councils, and Land Trusts to come together to network and learn from each other. Some Board Members from across the state attend, as well as NRCS, ODA, and OWEB representatives.

Masterson encouraged staff to bring other relevant information and conference invitations to the Board as well.

7:32pm- February 2024 Financial Reports

Mitten Balance sheet shows the LGIP account at \$15.182 million, over \$2 million change from last year. In that account, our interest rates are at 5.2%. Our total assets are just over \$22 million, which is a change of over 7.5% from last year. We have over \$6 million in assets. Liability and Equity sheet shows little to no debt. The balance sheet shows a very healthy balance at \$21.8 million. The Profit and Loss budget performance shows the property tax revenue received at \$5.77 million, year to date. In March alone, we received over \$166,000 in property taxes. The overall annual budget is \$5.72 million. For the Native Plant Sale, Net is \$49,952, and Gross is over \$51,000 due to refunds and fees. State grants are coming in, federal and city are on the way. In Profit and Loss by performance, nothing stands out. Under the Admin line, Bank Changes shows \$3,200, which comes from Shopify Plant Sale fees. In Line 9030, the Improvements in Real Property is due to the cost of building renovations. The Purchase of Real Property

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line covers an easement, title, and insurance policy for the Gordon Creek property. In Profit and Loss by Class, percentage of Fiscal Year passed is 67%, F&O is at 62% due to Executive Director search and capital outlay for the office, and Headwaters Farm is at 32% since the funds for the office building haven't been spent.

7:40pm- Announcements, Action Items, and Adjournment

Masterson The Oregon Agricultural Heritage Program funding has been approved for their state-wide program. Another meeting is coming up soon to talk about how the funds will be allocated. The Land Legacy Committee helped get this funding for more farmland protection.

Action Items:

- **Beamer** to send the Rural and Grower survey to the Board, with the due date to be Monday, April 8th.
- **Baker** to reach out to Rossi to visit Big Creek Farm to discuss irrigation lines.
- **Board Members** to send Work Session topic ideas and information for planning each idea to Zimmer-Stucky and Beamer by April 26th.
- **Fernandez** to add a Work Session item to the May Board Meeting Agenda.

Zimmer-Stucky adjourned the meeting at 7:43pm.



Executive Director Update – May 6

Looking back:

- Continued ‘get to know you’ meetings with all staff.
- Attended District “Eat ‘n Greet” farmer outreach event in Corbett.
- Attended District soil health workshop at Headwaters Farm
- Toured Full Cellar Farm with Mateusz Perkowski from The Capital Press
- Field tour of EMSWCD invasive weed removal program
- Field tour of EMSWCD technical assistance program
- Attended the OCEAN Connect+ Conference with staff in Sun River
- Participated in “Decolonizing Portland Harbor” training at Meyer Memorial Trust

External meetings:

- Susie Peterson, Backyard Habitat certification manager to understand mission-alignment related to green infrastructure goals in the urban area.
- Anna-Liza Victory, Oregon Land Justice Manager
- Field tour with Scott Ekstrom, nursery owner and a leader of Mt. Hood Chapter of OAN

Looking forward:

- Leadership Team retreat May 16 to operationalize strategic goals.
- Beginning District workplan for board approval in July
- Finalize Conditional Use Permit application to Multnomah County Planning Dept. for Headwaters Field Station on Orient Drive
- Developing Executive Director annual work plan
- TSCC Budget Hearing on May 21

Upcoming external meetings and site visits:

- Attending ‘Reframing Racism’ 3-day training at the Center for Equity and Inclusion
- Ethics training with Eric Nusbaum, Oregon Department of Agriculture
- Carbon sequestration tour in Columbia Gorge, hosted by The Climate Trust
- Invited to attend Oregon Community Foundation annual luncheon.

Leadership Team & Equity Team Updates – May 2024

Dan Mitten – Finance and Operations Program

- FY24-25 Budget: Finishing up FY24-25 Budget Cycle, prepared approved budget checklist items and resolution to approve & set tax limit, began preparations for the TSCC Hearing on May 21st.
- Conference Room: Researched options and purchased new conference room tables (certified Oregon White Oak sourced from Zena Forest Products) while maintaining mobility by re-using existing bases. Ten-week lead time to finished products. Board room chairs and technology research continues.
- Personnel & IT: Onboarded two staff and offboarded another. Reviewed vacation accrual analysis, drafted revisions to EE Handbook accordingly, and began enrollments for FSA and medical/dental benefits for next benefit year. Continued CRM rollout, including all-staff presentation, identified new timeline, expectations, and next steps. Worked on various hardware and software related IT issues.



Kathy Shearin – Urban Lands Program

- Tiffany Mancillas, UL Outreach and Education Coordinator who was responsible for UL workshops coordination, social media, and tabling, among other tasks, has taken another position. She resigned on April 5 to follow her career goals in communication with Washington State DOT. Her last day was April 19th. We will be recruiting for this position when Kathy is back from her vacation in mid-June.
- UL are partnering with the Native Gathering Garden and Portland Parks & Rec on a “Planting with Partners” event on 4/27/24.
- We are refurbishing the office green roofs – installing new drip irrigation system with smart-controller, adding organic matter, and re-seeding with sedum.

Julie DiLeone – Rural Lands Program

- The property on Woodard Road is listed and there is a lot of interest. A full review by all prospective buyers of all of the easement and offer assessment criteria is required prior to scheduling a showing of the property.
- The recent stretch of sunny weather allowed for some crucial work to happen at Headwaters Farms, both by staff and the farmers in the program. The test area with perennial species was seeded just before the rains returned.
- A cultivating tractor was purchased and will be available for free to farmers in the Headwaters farm business incubator. This should make it easier for them to mechanically control weeds between crop rows.

Heather Nelson Kent – CO&E and Grants Programs

CO&E

- Chelsea has been working with the Rural Lands team on several outreach projects and events as well as an overall outreach plan for Headwaters.
- Katie has been doing a deep dive into Equity Team reporting, recruiting, onboarding new members, and finalizing some action plan items. Wrapping up projects with Urban Lands team.
- Onboarding our new team member, Julia Pacheco-Cole.

Grants

- 2024 PIC Recommendation – details to be presented.
- SPACE Grants recently awarded.
 - City of Troutdale Earth Day Event
 - ROSE Community Development – Community Gardens at five affordable housing apartments within the district
 - Friends of Portland Community Garden - Willamette and Clark Shelter Tubs
 - Urban Nature Partners PDX – Outdoor Leadership Opportunities for Youth

Katie Meckes – Equity Team

- Recruitment for new Equity Team members for FY24-25 is complete and new member orientation is underway.
- The Equity Audit is now complete. Jamila will present findings to staff at a May staff meeting and engage staff in brainstorming for how we can implement the findings. The audit team will then reconvene to determine implementation strategies and develop a robust plan.
- With two new staff members on board, Katie has been updating the Equity Plan & related equity documents in preparation for training new staff members on the background of EMSWCD’s Equity journey and how we are working to weave equity into our everyday work.



Personnel Committee: EMSWCD Starting Vacation Policy

Background:

EMSWCD is a competitive employer that provides a generous benefit package for its employees. However, the District’s **starting** vacation benefit is lower than other conservation organizations in the Portland-metro area and is a potential barrier to recruiting talent in a competitive job market, especially for senior-level positions that would require a vacation reduction to move to the District.

Proposal:

- Increase vacation accrual rates for new employees from 6.67 hours per month to 10 hours per month (2 to 3 weeks).
- For employees working at the district for 2-5 years, increase vacation accrual from 10 to 11.67 (3 to 3.5 weeks)
- Employees with 6+ years would remain on current accrual rate.
- This would be effective going forward, upon board approval and NOT retroactive to existing staff.

NOW (effective 10/2/17)				NEW (effective 5/6/24)			
Years	Weeks	Hours/Mo	Hours/Yr	Years	Weeks	Hours/Mo	Hours/Yr
1	2	6.67	80	1	3	10	120
2-5	3	10	120	2-5	3.5	11.67	140
6-10	4	13.33	160	6-10	4	13.33	160
11-14	4.5	15	180	11-14	4.5	15	180
15+	5	16.67	200	15+	5	16.67	200

	CompData – National Not-For-Profit Orgs Vacation Accrual		ERI - West Coast	ERI - Nonprofit Sector	Milliman NW Benefits Survey (Oregon-Includes Portland Metro) Vacation Accrual
	Days Per Year Nonexempt	Days Per Year Exempt	Days Per Year	Days Per Year	Days Per Year
< 1 year	9	12	11	7	11
1 year	12	14	15	14	12
2-4 years	13	17			13
5-9 Years	16	19	18	18	16
10-14 Years	19	22	21	22	20
15-19 Years	21	25			21
20-25 Years	23	25	21	23	24
max carryover	25	26			39

Milliman NW Benefits Survey Vacation Accrual	City of Portland Non-Represented Staff	Metro Non-Represented Staff	EMSWCD - Vacation Accrual	
Days Per Year	Days Per Year	Days Per Year	Hours Per Year	Days Per Year
11	14	13 (Hire-3 Years)	1 Year	10
13	15	13 (Hire-3 Years)	2-5 Years	15
13	16	16 (4-7 Years)	6-10 Years	20
17	18	18 (8-10 Years)	11-14 Years	23
20	20	21 (11-13 Years)	15+	25
22	23	24 (14+ Years)		
24	25			
36	<i>2x Annual Accrual</i>	39	240	30



Executive Director six-month review as proposed by Personnel Committee

Background:

As a new Executive Director at EMSWCD, Kelley Beamer is subject to a six-month performance evaluation. Her hiring contract states, “there will be a six-month probationary period after which a performance evaluation will be conducted by the Board of Directors.” The personnel committee will develop and recommend a pathway for this six-month evaluation.

Beamer started with the District on February 1, 2024. The official date of her six-month review will fall on August 1st, 2024. The Board of EMSWCD is currently scheduled to skip its meeting August so the formal Board review can occur during the board’s September meeting on September 9.

After this six-month review, Beamer’s performance evaluations shall be conducted annually in July of each year.

Proposed Process:

The District will contract with Jill Critchfield from Pacific HR to administer and compile feedback from the Leadership Team and Board of Directors for Beamer’s review. The review criteria will resemble a standard employee performance review form for the District. Jill will compile responses for the Board’s review in September.

Personnel Committee role:

- Appoint Jasmine Zimmer-Stucky as point of contact during the review process. As Board Chair, Zimmer-Stucky will gather Board input to include in a six-month review with Beamer.

Proposed timeline:

May 6: Board to approve this process

June: Confirm contract with Jill

July: Solicit feedback from LT and Board

August: Send evaluation to Board

September: Formal review by EMSWCD Board of Directors with input gathered by Zimmer-Stucky to convey to Beamer in a 1:1 walk-through of review.

2024 PIC Staff Recommendations

Organization Name	Application Title	Requested Amount	Recommended Amount
1000 Friends of Oregon	Land Use Leadership Initiative 2024	\$29,275	\$29,275
Columbia Land Trust/Bird Alliance of Oregon	Green Leaders Program	\$70,000	\$70,000
Depave	Morning Star Church Nature Space	\$70,000	\$35,000
Ecology in Classrooms and Outdoors	Ecology Education for Spanish Immersion Students	\$33,550	\$33,550
Feed'em Freedom Foundation	The Liberation Project led by Roc10 Community Garden & Farm	\$57,000	\$57,000
Folk-Time, INC	Inclusive & Accessible Community Garden	\$36,303	\$36,303
Friends of Zenger Farm	Zenger Farm - Building Pathways to Farming	\$70,000	\$70,000
Grow Portland	Expand Native Plantings in School Gardens	\$22,425	\$22,425
Growing Gardens	Horticulture Education and Workforce Development at Columbia River Correctional Institute	\$56,067	\$56,067
Human Access Project	Ross Island Lagoon - Harmful Cyanobacteria Bloom Cost Engineering	\$49,000	\$49,000
Kindness Farm	Kindness Farm: Environmental Stewardship and Education for Youth, Immigrants & Refugees, & Underserved Communities	\$59,000	\$49,250
Latino Network	Sustaining SUN Gardens	\$20,000	\$20,000
Lower Columbia Estuary Partnership	STEAM Paddle Project	\$25,571	\$25,571
Montavilla Farmers Market	Local Food For All	\$21,375	\$21,375
Our Village Gardens	Building Food Resilience Through Community Garden & Growing Projects	\$69,047	\$55,111

2024 PIC Staff Recommendations

Outgrowing Hunger	East County Community Gardens Support	\$24,925	\$24,925
Padres Unidos de Rigler	Rigler: Creating an Ecological and Equitable Schoolyard	\$47,000	\$23,500
People of Color Outdoors	Bring Nature to the BIPOC Community	\$70,000	\$35,000
Play Grow Learn	Agricultural Mentoring Program 2024	\$70,000	\$70,000
Portland Fruit Tree Project	Reinvigorating Community Orchards	\$9,954	\$9,954
Portland Opportunities Industrialization Center Inc.	Natural Resource Pathways (NRP): The Green Team Program	\$36,694	\$36,694
Rogue Farm Corps	Building Resilient Communities through Regenerative Agriculture	\$40,000	\$40,000
Serendipity Center, Inc.	Growing Minds Garden and Wellness Program	\$62,807	\$40,000
Trash for Peace	Co-Created Community Gardening	\$54,165	\$40,000
Unite Oregon	Unite Oregon Community Garden Initiative	\$30,000	\$30,000
Wisdom of the Elders Inc.	Wisdom Workforce Development: Traditional Ecological Knowledge Environmental Internship	\$70,000	\$70,000
		\$1,204,158	\$1,050,000



FY 24-25 Board Work Sessions Proposed Topics

- Learn about the various programs, policies, and opportunities in Oregon focused on wildfire fuels reduction.
 - Potential speaker: Jen Warren from the Oregon State Fire Marshal's office.
 - Discuss wildfire risk in our district and the ecologically based ideas to reduce risk.
- What can the District do to mitigate climate change through soil health?
- Strategic Plan Document Review
 - To follow with Kelley's comments on bringing our previous work into a more concise form to help better prioritize staff and project goals.
- Headwaters Farm: A forward-thinking strategic conversation on what opportunities exist for that program. Things like:
 - Are there partnering opportunities with the Master Gardeners program?
 - Can our upcoming OSU Extension Needs Assessment work play a role?
 - Are there industry partners out there that can add to our capacity and we equally co-share knowledge?
 - Ideas from my co-directors?
 - Insights from Brian of Wild Roots?

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Accrual Basis

EMSWCD Balance Sheet Prev Year Comparison As of March 31, 2024

	Mar 31, 24	Mar 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Beneficial checking	100,403.19	57,860.04	42,543.15	73.53%
1010 · LGIP savings acct #1	14,824,583.86	12,909,320.01	1,915,263.85	14.84%
Total Checking/Savings	14,924,987.05	12,967,180.05	1,957,807.00	15.1%
Accounts Receivable				
1200 · Accounts Receivable				
1205 · Property Taxes Receivable	148,323.46	126,354.45	21,969.01	17.39%
1200 · Accounts Receivable - Other	55,007.17	16,057.51	38,949.66	242.56%
Total 1200 · Accounts Receivable	203,330.63	142,411.96	60,918.67	42.78%
Total Accounts Receivable	203,330.63	142,411.96	60,918.67	42.78%
Other Current Assets				
1300 · Prepaid Expense	497.85	847.64	-349.79	-41.27%
Total Other Current Assets	497.85	847.64	-349.79	-41.27%
Total Current Assets	15,128,815.53	13,110,439.65	2,018,375.88	15.4%
Fixed Assets				
1500 · Fixed Assets				
1501 · Fixed Assets Cost	377,614.09	334,329.61	43,284.48	12.95%
1502 · Accumulated Depreciation	-309,669.71	-278,825.43	-30,844.28	-11.06%
Total 1500 · Fixed Assets	67,944.38	55,504.18	12,440.20	22.41%
1600 · Building				
1601 · Building Cost	494,516.42	494,516.42	0.00	0.0%
1602 · Accum Depreciation Building	-257,940.95	-241,457.07	-16,483.88	-6.83%
1605 · Building/Capital Improvements	1,347,992.66	1,378,208.66	-30,216.00	-2.19%
1606 · Accum Depreciation Improvements	-375,729.42	-333,647.33	-42,082.09	-12.61%
Total 1600 · Building	1,208,838.71	1,297,620.68	-88,781.97	-6.84%
1700 · Land	5,176,712.47	5,741,336.47	-564,624.00	-9.83%
Total Fixed Assets	6,453,495.56	7,094,461.33	-640,965.77	-9.04%
TOTAL ASSETS	21,582,311.09	20,204,900.98	1,377,410.11	6.82%

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Accrual Basis

EMSWCD Balance Sheet Prev Year Comparison As of March 31, 2024

	Mar 31, 24	Mar 31, 23	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	73,451.75	51,613.98	21,837.77	42.31%
Total Accounts Payable	73,451.75	51,613.98	21,837.77	42.31%
Credit Cards				
2050 · Beneficial Credit Cards				
2066 · Visa - KB - 9408	2,993.78	0.00	2,993.78	100.0%
2052 · VISA - JD - 0960	3,556.10	565.22	2,990.88	529.15%
2053 · VISA - KS - 0994	592.56	2,962.90	-2,370.34	-80.0%
2054 · Visa - RS - 2818	3,928.52	3,312.22	616.30	18.61%
2058 · Visa - SW - 1901	1,336.87	1,923.05	-586.18	-30.48%
2061 · Visa - NH - 4046	0.00	471.14	-471.14	-100.0%
2062 · Visa - SS - 8195	1,727.67	1,339.68	387.99	28.96%
2063 · Visa - CA - 5240	145.74	0.00	145.74	100.0%
2065 · Visa - HK - 6313	433.70	0.00	433.70	100.0%
Total 2050 · Beneficial Credit Cards	14,714.94	10,574.21	4,140.73	39.16%
Total Credit Cards	14,714.94	10,574.21	4,140.73	39.16%
Other Current Liabilities				
2105 · FSA Liabilities	620.83	367.87	252.96	68.76%
2400 · Security Deposits Returnable	2,700.00	2,700.00	0.00	0.0%
2100 · Payroll Liabilities	441.67	521.01	-79.34	-15.23%
2150 · Accrued Compensated Absences	148,190.94	137,381.46	10,809.48	7.87%
Total Other Current Liabilities	151,953.44	140,970.34	10,983.10	7.79%
Total Current Liabilities	240,120.13	203,158.53	36,961.60	18.19%
Total Liabilities	240,120.13	203,158.53	36,961.60	18.19%
Equity				
3900 · Retained Earnings-Unrestricted	11,397,263.24	11,408,821.78	-11,558.54	-0.1%
3950 · Board Designated Restrictions				
3951 · Land Conservation Fund	6,289,316.81	6,709,859.81	-420,543.00	-6.27%
3952 · Projects & Cost Share	518,811.32	327,750.32	191,061.00	58.3%
Total 3950 · Board Designated Restrictions	6,808,128.13	7,037,610.13	-229,482.00	-3.26%
Net Income	3,136,799.59	1,555,310.54	1,581,489.05	101.68%
Total Equity	21,342,190.96	20,001,742.45	1,340,448.51	6.7%
TOTAL LIABILITIES & EQUITY	21,582,311.09	20,204,900.98	1,377,410.11	6.82%

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Accrual Basis

EMSWCD Profit & Loss Budget Performance July 2023 through March 2024

	Jul '23 - Mar 24	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Income					
4000 · Income					
4100 · EMSWCD prop'ty tax	5,941,671.37	5,632,418.00	309,253.37	105.49%	5,720,418.00
4400 · Event Income					
4410 · Workshop Fees	262.51				
4420 · Native Plant Sale	49,913.19	50,000.00	-86.81	99.83%	50,000.00
Total 4400 · Event Income	50,175.70	50,000.00	175.70	100.35%	50,000.00
4500 · Interest	496,386.34	221,501.00	274,885.34	224.1%	335,000.00
4600 · Grants					
4610 · Federal	0.00	115,000.00	-115,000.00	0.0%	251,974.00
4620 · State	72,455.50	75,130.00	-2,674.50	96.44%	96,594.00
4650 · City	47,070.04	50,000.00	-2,929.96	94.14%	50,000.00
4660 · Other	0.00	25,000.00	-25,000.00	0.0%	25,000.00
Total 4600 · Grants	119,525.54	265,130.00	-145,604.46	45.08%	423,568.00
4700 · Sale of Real Property	762,390.42				
4800 · Rental Income	30,023.68	23,000.00	7,023.68	130.54%	28,000.00
4900 · Misc Income					
4910 · Refunds/Rebates/Reimbsrr	9,137.33	11,755.00	-2,617.67	77.73%	13,000.00
4990 · Uncategorized Income	2.00				
4900 · Misc Income - Other	0.00	7,000.00	-7,000.00	0.0%	10,000.00
Total 4900 · Misc Income	9,139.33	18,755.00	-9,615.67	48.73%	23,000.00
Total 4000 · Income	7,409,312.38	6,210,804.00	1,198,508.38	119.3%	6,579,986.00
Total Income	7,409,312.38	6,210,804.00	1,198,508.38	119.3%	6,579,986.00
Gross Profit	7,409,312.38	6,210,804.00	1,198,508.38	119.3%	6,579,986.00
Expense					
5000 · Payroll Expenses					
5100 · Salaries & Wages	1,542,642.86	1,665,828.00	-123,185.14	92.61%	2,221,887.00
5200 · Payroll Taxes	146,004.25	161,600.00	-15,595.75	90.35%	215,000.00
5300 · Wkrs Comp Insurance	10,840.18	27,670.00	-16,829.82	39.18%	27,670.00
5400 · Emp Benefits	313,341.97	382,476.00	-69,134.03	81.93%	509,130.00
5900 · Temporary Help	0.00	22,500.00	-22,500.00	0.0%	22,500.00
Total 5000 · Payroll Expenses	2,012,829.26	2,260,074.00	-247,244.74	89.06%	2,996,187.00
6000 · Professional Services					
6005 · Contracted Bkkpr/Acctant	18,000.00	15,900.00	2,100.00	113.21%	24,000.00
6010 · Contracted Audit Services	8,000.00	8,000.00	0.00	100.0%	8,000.00
6020 · Contracted Attorney	11,242.90	144,100.00	-132,857.10	7.8%	190,000.00
6050 · Contracted Services	694,384.78	1,224,845.00	-530,460.22	56.69%	1,632,939.00
6065 · Contracted IT Support	13,056.00	24,750.00	-11,694.00	52.75%	33,000.00
Total 6000 · Professional Services	744,683.68	1,417,595.00	-672,911.32	52.53%	1,887,939.00
6100 · Admin					
6110 · Audit Filing Fee	300.00	300.00	0.00	100.0%	300.00
6120 · Bank Charges	3,542.53	2,875.00	667.53	123.22%	2,875.00
6130 · Bulk Mail Permit Renewal	320.00	300.00	20.00	106.67%	300.00
6135 · Legal Notice	2,130.31	3,950.00	-1,819.69	53.93%	4,700.00
6140 · Payroll Svcs	491.75	564.00	-72.25	87.19%	750.00
6150 · Licenses & Fees	9,575.76	9,267.00	308.76	103.33%	11,115.00
6160 · Taxes	2,812.07	8,363.00	-5,550.93	33.63%	8,363.00
Total 6100 · Admin	19,172.42	25,619.00	-6,446.58	74.84%	28,403.00
7100 · Occupancy					
7110 · Utilities	13,917.25	17,512.00	-3,594.75	79.47%	23,508.00
7120 · Telecommunications	20,532.03	24,249.00	-3,716.97	84.67%	31,782.00
7130 · Repairs/Maintenance	27,872.60	45,099.00	-17,226.40	61.8%	52,050.00
Total 7100 · Occupancy	62,321.88	86,860.00	-24,538.12	71.75%	107,340.00
7500 · Insurance					
7505 · General Liability Insurance	16,004.00	16,500.00	-496.00	96.99%	16,500.00

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Accrual Basis

EMSWCD Profit & Loss Budget Performance July 2023 through March 2024

	Jul '23 - Mar 24	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
7510 · Property Insurance	6,290.00	9,000.00	-2,710.00	69.89%	9,000.00
7515 · D & O Anti Crime	283.00	550.00	-267.00	51.46%	550.00
7540 · Vehicle insurance	2,753.00	2,600.00	153.00	105.89%	2,600.00
Total 7500 · Insurance	25,330.00	28,650.00	-3,320.00	88.41%	28,650.00
8100 · Office Expenses					
8110 · Office Supplies	2,571.98	9,065.00	-6,493.02	28.37%	11,450.00
8115 · Postage, Delivery	3,660.37	7,780.00	-4,119.63	47.05%	9,820.00
8120 · Printing, Copying	12,680.54	16,698.00	-4,017.46	75.94%	21,300.00
8130 · Furnishings & Equipment	18,284.75	17,951.00	333.75	101.86%	20,450.00
Total 8100 · Office Expenses	37,197.64	51,494.00	-14,296.36	72.24%	63,020.00
8200 · Production					
8210 · Advertising	2,840.88	9,861.00	-7,020.12	28.81%	12,990.00
8230 · Signage, Banners, Displays	0.00	8,203.00	-8,203.00	0.0%	9,900.00
8250 · Public Relations Promo & Ev	13,091.91	35,237.00	-22,145.09	37.15%	46,750.00
Total 8200 · Production	15,932.79	53,301.00	-37,368.21	29.89%	69,640.00
8500 · Programs & Projects					
8505 · Dues	22,647.00	12,420.00	10,227.00	182.34%	15,525.00
8506 · Subscriptions	42,278.46	62,085.00	-19,806.54	68.1%	79,233.00
8510 · Contracts w/ Partners/Lndow	58,347.69	187,501.00	-129,153.31	31.12%	250,000.00
8520 · Grants to Others	837,734.96	1,303,260.00	-465,525.04	64.28%	1,707,000.00
8530 · Program Supplies	32,125.44	54,790.50	-22,665.06	58.63%	63,775.00
8540 · Plants & Materials	46,476.00	61,260.00	-14,784.00	75.87%	75,000.00
8560 · Space Rental	2,924.61	2,770.00	154.61	105.58%	3,142.00
8570 · Equip Rental	8,546.77	12,588.00	-4,041.23	67.9%	12,960.00
8580 · Vehicles Rent/Lease	288.63	6,376.00	-6,087.37	4.53%	8,500.00
Total 8500 · Programs & Projects	1,051,369.56	1,703,050.50	-651,680.94	61.73%	2,215,135.00
8600 · Training					
8610 · Training/Development Staff	10,299.64	20,151.00	-9,851.36	51.11%	25,550.00
8620 · Training/Development Board	300.00	3,752.00	-3,452.00	8.0%	5,000.00
Total 8600 · Training	10,599.64	23,903.00	-13,303.36	44.34%	30,550.00
8700 · Travel					
8730 · Out of Town Travel- Staff	7,924.94	11,717.00	-3,792.06	67.64%	14,780.00
8740 · Out of Town Travel - Board	449.82	3,498.00	-3,048.18	12.86%	4,500.00
8750 · Local Mlg, Pkg, Bus - Staff	3,457.30	9,688.00	-6,230.70	35.69%	12,550.00
8760 · Local Mlg, Pkg, Bus - Board	0.00	748.00	-748.00	0.0%	1,000.00
Total 8700 · Travel	11,832.06	25,651.00	-13,818.94	46.13%	32,830.00
8800 · Volunteers & Staff					
8810 · Volunteer & Staff Recog	17,098.22	43,393.00	-26,294.78	39.4%	70,900.00
8820 · Vol & Staff Refreshments	7,933.19	11,309.00	-3,375.81	70.15%	14,360.00
Total 8800 · Volunteers & Staff	25,031.41	54,702.00	-29,670.59	45.76%	85,260.00
8900 · Misc Expenses	800.00				
9000 · Capital Outlay					
9010 · Office/Field Equipment	101,773.95	38,000.00	63,773.95	267.83%	38,000.00
9030 · Improvements On Real Prop	127,773.56	447,000.00	-319,226.44	28.59%	447,000.00
9040 · Purchase of Real Property	11,150.00	5,000,000.00	-4,988,850.00	0.22%	6,935,154.00
Total 9000 · Capital Outlay	240,697.51	5,485,000.00	-5,244,302.49	4.39%	7,420,154.00
Total Expense	4,257,797.85	11,215,899.50	-6,958,101.65	37.96%	14,965,108.00
Net Ordinary Income	3,151,514.53	-5,005,095.50	8,156,610.03	-62.97%	-8,385,122.00
Net Income	3,151,514.53	-5,005,095.50	8,156,610.03	-62.97%	-8,385,122.00

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EMSWCD Profit & Loss by Class July 2023 through March 2024

	General Fund					Special Funds		TOTAL
	Finance & Operations	Rural Lands	Urban Lands	Community Outreach & Engagement	HIP	Grants Fund	Land Conservation Fund	
Ordinary Income/Expense								
Income								
4000 · Income	6,100,876.63	876,733.55	50,763.65	0.00	21,108.18	47,977.39	311,852.98	7,409,312.38
Total Income	6,100,876.63	876,733.55	50,763.65	0.00	21,108.18	47,977.39	311,852.98	7,409,312.38
Gross Profit	6,100,876.63	876,733.55	50,763.65	0.00	21,108.18	47,977.39	311,852.98	7,409,312.38
Expense								
5000 · Payroll Expenses	618,712.21	521,794.58	356,624.16	302,883.03	212,815.28	0.00	0.00	2,012,829.26
6000 · Professional Services	200,906.87	347,670.72	118,731.25	36,202.75	41,172.09	0.00	0.00	744,683.68
6100 · Admin	11,120.86	3,172.71	1,962.11	94.46	2,822.28	0.00	0.00	19,172.42
7100 · Occupancy	23,111.16	6,685.58	1,878.08	1,408.56	29,238.50	0.00	0.00	62,321.88
7500 · Insurance	25,330.00	0.00	0.00	0.00	0.00	0.00	0.00	25,330.00
8100 · Office Expenses	12,108.81	5,481.95	16,593.44	852.47	2,160.97	0.00	0.00	37,197.64
8200 · Production	3,025.52	99.00	10,346.39	2,461.88	0.00	0.00	0.00	15,932.79
8500 · Programs & Projects	39,792.94	53,611.92	27,703.13	6,286.04	27,892.88	896,082.65	0.00	1,051,369.56
8600 · Training	3,161.23	3,732.58	1,546.01	1,045.87	1,113.95	0.00	0.00	10,599.64
8700 · Travel	2,745.25	3,319.80	1,039.18	4,451.97	275.86	0.00	0.00	11,832.06
8800 · Volunteers & Staff	17,122.06	2,734.32	921.18	1,837.80	2,416.05	0.00	0.00	25,031.41
8900 · Misc Expenses	0.00	800.00	0.00	0.00	0.00	0.00	0.00	800.00
9000 · Capital Outlay	127,773.56	0.00	0.00	0.00	101,773.95	0.00	11,150.00	240,697.51
Total Expense	1,084,910.47	949,103.16	537,344.93	357,524.83	421,681.81	896,082.65	11,150.00	4,257,797.85
Net Ordinary Income	5,015,966.16	-72,369.61	-486,581.28	-357,524.83	-400,573.63	-848,105.26	300,702.98	3,151,514.53
Net Income	5,015,966.16	-72,369.61	-486,581.28	-357,524.83	-400,573.63	-848,105.26	300,702.98	3,151,514.53
Annual Appropriation by Program	\$1,607,736	\$1,857,985	\$920,800	\$635,315	\$901,118	\$1,932,000	\$7,085,154	
Percent of Fiscal Year Passed	75%	75%	75%	75%	75%	75%	75%	
Percentage of Appropriation Spent	67%	51%	58%	56%	47%	46%	0%	
Year-To-Date Appropriation by Program (as of 3/31)	\$1,264,386	\$1,379,243	\$708,844	\$488,709	\$771,457			
Year-To-Date Percentage of Appropriation Spent (as of 3/31)	86%	69%	76%	73%	55%			

Upcoming Schedule		Board	Budget	Land Legacy Committee	Personnel Committee	
FY24-25	2024	July	1		22	15
		August	5			
		September	4		23	
		October	7			21
		November	4		25	
		December	2			
	2025	January	6		27	20
		February	3			
		March	3	3	24	
		April	7	7		21
		May	5	5	26	
		June	2			