



Board of Directors Meeting Agenda

East Multnomah Soil and Water Conservation District

Monday, March 4, 2024, 6:00 – 7:30 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 February 2024 Board Meeting Minutes	Information/ Decision	Zimmer- Stucky	a) 2/5/24 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 20 min	Executive Director and Leadership Team Updates & Something to Celebrate	Discussion	Leadership Team	a) ED & L-Team Updates
4	6:30 20 min	Beamer's 30-60-90-Day Work Plan	Information	Beamer	a) 30-60-90-Day Work Plan
5	6:50 20 min	Senate Bill 1537	Discussion/ Decision	Beamer	a) SB 1537 Memo
6	7:10 5 min	Updates to Board of Director Handbook	Decision	Mitten	Sent Separately
FINANCE AND OPERATIONS					
7	7:15 10 min	Monthly Financial Report: January 2024	Information	Mitten	a) January 2024 Financial Report
CLOSING ITEMS					
8	7:25 5 min	<ul style="list-style-type: none">• Announcements and reminders• Action items• Adjourn meeting	Information	Zimmer-Stucky	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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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
		August	16		
		September	6		25
		October	2		x
		November	6		x
		December	4		13
	2024	January	3		22
		February	5		
		March	4	4	25
		April	1	1	15
		May	6	6	29
		June	3		

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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.

2/5/2024



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

Monday, February 5, 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, February 5, 2024, at the EMSWCD Office in North Portland.

6:01pm- 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), Mike Guebert (Zone 3 Director, Vice-Chair), Laura Masterson (Zone 2 Director, Secretary), Jim Carlson (At-Large 1 Director, Treasurer) (virtual), Joe Rossi (Zone 1 Director)

Staff: Kelley Beamer (Executive Director), Nancy Hamilton (Outgoing 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 Supervisor), Asianna Fernandez (Executive Assistant)

Guests: Micah Mezcal (Portland Audubon), Kim Galland (NRCS)

Changes to the agenda:

- Remove Agenda Item 8
- Swap Agenda Items 3 and 4
- Add to Item 10: August Board Meeting Rescheduling
- Add Agenda Item regarding Rural Land's Mosaic Contract
- Add Agenda Item regarding OSU Extension Contract

Previous action items:

- **Hamilton and Mitten** to look at the SDAO Newsletter for Board Member Training requirements.
-Done.

Hamilton and Mitten checked and found that the training is about public meeting law, for new Board Members, to be done once per term.

6:03pm- Approval of minutes

MOTION: Guebert moved to approve the January 3, 2024, Board Meeting Minutes, Masterson 2nd.
Motion passed unanimously (5-0).

6:04pm- ED and L-Team Updates

Beamer shared her Executive Director update:

- Day 3 as Executive Director! Honored to be here, the staff has been so welcoming and prepared to bring her up to speed.
- Working on creating 30-60-90-day goals
- Plans on scheduling 1x1 and 2x1 Meetings with the Board.
- She would like to continue with the same format for the Executive Director updates as we have been doing with Hamilton and is open to board feedback.

Shearin shared her Urban Lands Program updates:

- Plant Sale is on February 17th from 10am-3pm.

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- Water Quality Monitoring Project on the Willamette River: Assessment of Ross Island Lagoon with stagnant water and Harmful Algae Blooms that are now moving into different spots of the Willamette, and what it would take to reduce those stagnant spots. We'll be assisting and contributing to the project, run by United States Geological Survey (USGS) and Multnomah County, this year and maybe next year. Some of our partners are contributing as well.

Mitten shared the F&O updates:

- Budget Amendment and FY 24-25 Budget work, upcoming TSCC Staff Meeting. The three Budget Committee Meetings will be in March, April, and May.
- The TSCC held a retreat of their own at the District's office recently, they didn't tour the space yet, but they will in May prior to the TSCC Hearing on EMSWCD's budget.
- Building Construction: Final walk through with the contractors and architects this morning- everything went well, and the paperwork has been finalized. We're now looking into furnishing the conference room, meeting room, and the kitchen.
 - **Zimmer-Stucky** thanked everyone for the work everyone did on the office and interim meeting locations.
- Assisting Rural Lands and CO&E with their individual hiring processes. Working on paperwork for onboarding Beamer and offboarding Hamilton.
- Our external IT firm did an annual review and security check. We passed. There were a few listening ports discovered, but none were outside our network and those have been handled.
- Assisting Urban Lands with Plant Sale.
- We installed a "geofence" around our CRM system so that no one outside out of the country (except some of Canada) can contact us with spam or phishing attempts.

Action Item: Masterson to work with Woolery (IT specialist) on email issues.

DiLeone shared her Rural Lands Program updates:

- Awarded a CLIP cost share for a project on a vegetable farm, converting to drip irrigation.
 - Also working with Johnson Creek Watershed Council on removing a culvert on this site that is blocking a fish passage.
- StreamCare planting time: thousands of plants should all be in the ground by the end of the month.
 - This is Wagner's first year coordinating and managing this, and everything seems to be working smoothly with the contracted crew.
- Aldassy and DiLeone are reviewing the applications for the Weeds Specialist position. We received about 40 applicants that met the minimum requirements.

Kent shared her Community Outreach and Engagement (CO&E) program and Grants program updates:
CO&E:

- Finalized the consultant contract for the next phase of the communications work: community engagement to craft our messaging and media.
 - Narrowed our audience to: community-based organizations (listening session), farmers and growers (survey), and urban and rural landowners/managers (survey).
 - Conducting surveys in February, building messaging in March, and holding staff training in March or April.

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- CO&E Super Group: group of staff (not on CO&E) who usually assist with or do work on communications projects across the organization. The group meets every couple of months, and they're now working on building some structural tools: events calendars, content calendars, project intake forms, etc.
- Communications Assistant: applications closed today, 56 applications overall. Review process taking place throughout February.

Grants:

- PIC Review Committee: the orientation meeting happened a few weeks ago, the teams are now reviewing applications. Kent gets notifications when the review team reviews an application, so she can tell it started. Each person is reviewing about 16 applications.
- Recent SPACE Grants awarded:
 - Grow Portland, who is an active PIC grantee but with an additional request for a different project, inside Portland.
 - Share Fair, we'll be sponsoring it again this year.
 - Neurotherapeutic Pediatric Therapy, for their naturescaping projects and pollinator gardens.
 - Friends of Zenger Spring Family Event
 - Coyote Palooza Event

6:30pm- Public Comment

Galland from NRCS announced that they're working through applications for the fiscal year, the Conservation Stewardship Program application deadline is coming up next month, and they have two new employees.

6:32pm- Add Beamer as Signatory on Accounts

MOTION: Zimmer-Stucky moved to have Kelley Beamer, Executive Director, be added as primary signer on EMSWCD's bank accounts effective 2/5/2024 and additionally be given the authority to release funds electronically via ACH or Wire, and to complete and approve EMSWCD credit card transactions or accounts with the same rights and privileges granted to outgoing Executive Director, Nancy Hamilton. I also move that Nancy Hamilton be removed from the accounts upon Beamer's successful activation. Masterson 2nd. Motion passed unanimously (5-0).

6:34pm- Communications Plan Overview

Kent shared these updates in her Leadership Team update.

6:34pm – OSU Extension

DiLeone OSU Extension sent their agreement, and the cost increased slightly, due to the different rates each person on the team charges. The total cost was \$83,000, but now it's \$116,000. She reviewed the terms, the full contract, and statement of work. WMSWCD will contribute \$10,000, and OSU has confirmed that one of their experts will focus on Sauvie Island farmers. Multnomah Farm Bureau will contribute \$1000. Mt. Hood Chapter of Oregon Association of Nurseries (OAN) will discuss their contribution at a future meeting, so we will pay it first, then we will send them an invoice for the amount they decide on. The lead person on our account is on Maternity Leave until April, but her team is ready to begin working on the assessment, to be done by the end of June.

Hamilton If there are budget implications for the next fiscal year, the Board would put in a placeholder for now.

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MOTION: Guebert moved to approve the funding of the OSU Extension proposal and have the Board Chair sign the agreement. Masterson 2nd. Motion passed unanimously (5-0).

6:39pm – Mosaic

DiLeone shared that the District is following METRO's list of crews to hire for weeds and planting work, and utilizing their process, including the contract term and time period. These terms expired in January. METRO was also at a point where they could put new pricing into their agreement, which they did, so the contract states that we will continue to work with Mosaic at their new price for another year.

MOTION: Guebert moved to approve the Mosaic contract. Masterson 2nd. Motion passed unanimously (5-0).

6:41 pm- Budget Amendment and Resolution

Mitten explained the several key components of the FY23-24 Budget Amendment:

- Any highlighted values in the Budget Document are what will be changed.
- ODA Grant that changes biannually.
- Appropriating \$85,000 in interest to be allocated as General Fund Resources. Also appropriated \$85,000 for Rural Lands expenditures to be used for the OSU Extension.
- Contingency was not utilized.
- Scope of Work for OWEB's Rural Lands work is \$2600.
- Reimbursements from partners is \$8,000 to be appropriated to be utilized as part of the OSU extension work. Any excess partner contributions will be held in the General Fund until appropriated in the next budget cycle.
- The \$2000 for Headwaters Farm is for contracted services related to the new office at the farm.
- The Resolution document provides context for the budget amendment and outlines the budget changes by program/appropriation. All changes are within Oregon Budget Law provisions to allow a simple budget amendment.

MOTION: Guebert moved to approve Resolution 2024-02-01, Masterson 2nd. Motion passed unanimously (5-0).

6:48 pm- Budget Calendar

Mitten The calendar for FY 24-25 is for the Board's review and approval. The first two Budget Meetings are two hours long each, and the last one is one hour long. The Budget Committee meetings are as follows: March 4th, April 1st, and May 6th. The TSCC Hearing has been set by TSCC for May 21st. The June 3rd Board Meeting will be for the Board to adopt the FY 24-25 Budget.

Action Item: Fernandez to send Budget Committee Meeting and TSCC Meeting invites to the Board.

Zimmer-Stucky should be able to make it to the TSCC Meeting.

MOTION: Guebert moved to approve the FY 24-25 Budget Calendar Masterson 2nd. Motion passed unanimously (5-0).

MOTION: Guebert moved to appoint Dan Mitten as the Budget Officer. Masterson 2nd. Motion passed unanimously (5-0).

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6:52pm- December Financial Reports

Mitten We're officially six months through Fiscal Year 23-24. The Balance Sheet looks great compared to this time last year. Our total Checking and Savings account holds just over \$16 million as opposed to \$13.7 million last fiscal year at this time. That's almost a 17% increase. We don't have any large liabilities or debt. The Balance Sheet has improved 8% over the last year at this time. In the P&L Budget performance, we've received just over \$5.6 million in Property Taxes. We're just under the fiscal year appropriation of \$5.7 million, so we will exceed it by the end of the fiscal year. The TSCC anticipated that we will receive over \$6 million in Property Taxes next fiscal year. On line 4500 (Interest) of the P&L Budget Performance, we've exceeded our budgeted interest expectations by \$159,000, or 227%. The largest amount of our Cash is in the LGIP Account, so it'll continue to grow. The rest of the P&L budget performance looks great, nothing stands out. In P&L by Class, all of the programs are under 50% spent at 50% of the fiscal year being completed. F&O spent 86% this year to date, due to the building construction and Executive Director search, but for the entire year, we've only spent 44% of our budget allocations. CO&E spent 76% this year to date, due to the Communications Plan, but only 36% for the entire year.

Jim Carlson left at 6:55pm.

7:00pm- Board Discussion

The Board agreed to move the September Board Meeting, due to Labor Day, to September 4th. For the August Board Meeting, Beamer will be out of State, so we will keep the invite as a placeholder, but plan to skip the August Board Meeting unless otherwise stated.

Action Item: Fernandez to edit the August and September Board Meeting Invites.

7:02pm- Announcements, Action Items, and Adjournment

Rossi attended the National Farm Bureau Conference and the Arkansas Farm Bureau Conference. He would like to convince Multnomah County Farm Bureau to fund one of the EMSWCD Staff members to attend the meeting. The Multnomah County Farm Bureau also said the \$1000 donation to the OSU Extension project is just a beginning donation, and they are willing to donate more as they see proof that Extension is working as a tool for Multnomah County farmers.

Masterson saw that Tualatin SWCD was a cosponsor for "An Oregon Story" film, which has shown in Portland. She thought a viewing event might be a project that the District could sponsor, as to bring more info about Oregon agricultural use to urban Portland.

Hamilton We could approach it as the District hosting it or giving a community partner a SPACE grant to host it.

Guebert met with the Oregon Pasture Network. One of the members from Bend mentioned School of Ranch, a nonprofit in Bend who does similar programing as OSU Extension does, but funded by corporations who have missions of getting more people into farming. This could be another avenue to look into if we don't want to follow through with OSU Extension.

Action Items

- **Masterson** to work with Woolery (IT specialist) on email issues.
- **Fernandez** to send Budget Meetings and TSCC Meeting invites to the Board.
- **Fernandez** to edit the August and September Board Meeting Invites.
- **Kent** to follow up with Masterson about ideas around the "An Oregon Story" showing.

Zimmer-Stucky adjourned the meeting at 7:13pm.



Executive Director Update – March 2024

I am now completing my third week as Executive Director for EMSWCD and building familiarity with our team and programs. I have had a chance to hear ‘mission moments’ from each staff member about the impact we have in the district and what they value most about EMSWCD. I also loved watching “all hands-on deck” to organize the annual Native Plant Sale when thousands of native plants went out into the district. As I look to the next month, I’ll be refining my onboarding plan and begin to develop my annual goals and work plan.

Looking back:

- Continued onboarding with Staff: all systems up and running!
- Began 1:1 ‘get to know you’ meetings with Board members: Mike, Joe, Laura and Jasmine and Jim (2/29th)
- Budget: Worked with Staff to develop FY 24-25 Budget by program and priority. Used the process as an opportunity to learn about the programs we support and initiatives we fund.
- Plant Sale! Joined Staff and Wisdom of the Elders in the plant sale prep and pick-up day where I met many of our constituents and community members.
- Staff 1:1- Established weekly staff meeting schedule with Leadership Team and Asianna
- Willamette Basin District Manager Meeting- attended this quarterly meeting at Polk SWCD, met District Managers and heard a presentation about Oregon Agriculture in the Classroom program.

Looking forward:

Begin/continue work on:

- Continued budget refinement for FY 24-25
- Creation of work plan
- Continue 2x1 monthly meetings with Board members.
- Planning a Leadership Team retreat in early summer to focus on operationalizing the Strategic Goals

Upcoming external meetings and site visits:

- Larry and Angie Baily, Multnomah County Farm Bureau (Feb 26)
- Lisa Charpillioz-Hanson, Director of ODA with Laura Masterson (Feb 28)
- Jamie Painter, Congressman Blumenauer’s staff (March 4)
- Headwaters Farm Tour (March 1)
- Daniel Newberry, Johnson Creek WC (March 6)
- Mult. Co Farm Bureau Meeting (March 21)



Leadership Team Updates – March 2024

Kathy Shearin – Urban Lands Program

1. **MHCC** – The Partnership is applying for a Metro Capital Grant to help support additional work and future monitoring on the South end of campus.
2. **Plant sale** - was a great success! We will bring you some stats and info at the next Board Meeting. We are now taking the plants not sold and working with community groups to get them in the ground throughout the District through our Planting with Partners endeavor.
3. **Workshops** – Our in-person workshops are filling up fast! People are gravitating towards in-person workshops again. The three we have set up thus far have filled up within a week of being posted!

Dan Mitten – Chief of Finance & Operations

1. **FY24-25 Budget:** Prepared FY24-25 Budget draft and narratives with Leadership Team. Helped prepare Budget Message with Kelley. Calculated unappropriated ending fund balance (reserves), interest & tax analysis, and combined all program drafts into 1st proposed budget for Budget Committee Meeting. Prepared Budget Committee notices, agendas, and materials in accordance with Oregon Local Budget Law.
2. **Plant Sale:** All F&O assisted Urban Lands with Annual Plant Sale event, prior to and day of along with other staff from all programs.
3. **Hiring Processes:** Continued to assist in the hiring process and interview scheduling for both the RL and CO&E open positions. Completed offboarding of Nancy and onboarded, along with other staff, Kelley to assist in getting situated and up to speed.

Heather Nelson Kent – Community Outreach & Engagement and Grants

CO&E Team Outreach and Engagement

1. Our project team is finalizing outreach plans and contact lists for our message development community engagement effort. Invites were sent at the end of February. Listening sessions are scheduled for mid-March.
2. We received 56 applications for the CO&E Team Communications Assistant position – 39 met minimum requirements. Interviews are being scheduled in mid-March.

Grants

- **Partners in Conservation Grants** – all 2021 PIC and prior year grants have been completed and closed out. Half of the 2022 PIC grants have also been completed (7 of 14). All 2023 PIC grantees (23) are making progress in implementing their programs (mid-year reports were due in January).
- **SPACE Grants awarded in February**
 - **Albina Cooperative Garden** – community garden maintenance. This garden serves folks within the Albina area and is located on one of the still-undeveloped sites cleared of homes by Legacy Emmanuel Hospital.
 - **Augustana Lutheran Church** – Lovely little Naturescaping project at this site in the Irvington Neighborhood with a strong connection to the Latinx community.



Julie DiLeone- Rural Lands

1. **Outreach-** working with Heather's team to plan the Eat and Greet in April; a Soil Analysis training in April that will be held at Headwaters and is open to all farmers; and a Pasture Management training lead by Director Guebert in May.
2. **Big Creek Farm-** Cal Farms has decided to break the lease and not farm this site. We are exploring other options for this season.
3. **Hiring-** Hopefully, by the time you read this our top candidate for the weed control position will have accepted. We have also identified a farmer to contract with to fill in for Nick at Headwaters while he is on paternity leave.

Katie Meckes – Equity Team

1. **Equity Team Recruitment** is now underway for new members to join the team beginning 7/1/24.
2. **Equity Focused Strategic Opportunity Grants**
Katie led the review of a new Equity-Focused grant proposal from Vive NW. The review committee recommended approval and Kelley approved the grant. Heather is now working to finalize the grant agreement with Vive NW and their fiscal sponsor, Clean Rivers Coalition.
3. **Recruitment:** Equity Team members have been supporting the hiring process for the incoming RL and CO&E positions.



Beamer 30-60-90-Day Work Plan

East Multnomah Soil and Water Conservation District

2/23/2024

Kelley Beamer 30-60-90 Day Work Plan

This plan is intended to be a 'living document' to support my onboarding and to build familiarity with the District's work plan, priorities, and community we support.

30 DAY

- Meet with all leadership team members to build program and culture understanding and programmatic goals: Kathy-Urban, Julie-Rural, Heather-CO&E and Grants, Dan- Finance
- Schedule individual meetings with all board members to understand history of roles, interests, and District needs.
- Build working routine, calendar protocol, and partnership with Asianna regarding all Board and Committee meetings.
- Meet with Committee Chairs.
- Build financial fluency: revenue, timing, restrictions, budget calendar and programming oversight.
- Read foundational documents- ODA, Bond language, Strategic Plan, strategic goals and priorities, work plans, narratives, goals.

60 DAY

- Work with Staff and Board to create a list of external partners to meet.
- Begin site visits to listen and learn about role/impact of EMSWCD: Headwaters, MHCC, Nadaka, StreamCare tour and technical assistance tour w/Jeremy, Big Creek, Zenger, People's Garden at New Columbia.
- Leadership Team retreat to focus on operationalizing the District's Strategic Goals.
- Research federal IRA and Infrastructure programs that apply to District strategic goals.
- Complete 1:1 'get to know you' meetings with all staff.
- Attend Farm Bureau and OAN meetings.

90 DAY

- Much will be revealed in the first 60 days that will inform the creation of a work plan and key priorities for me to focus on in my Executive Director Role.
- Support FY 24-25 Budget finalization and adoption.
- Work with staff to begin FY 24-25 Work Plans (these go into effect in July).
- Work with Board Chair to develop a concrete, outcome-based plan and top ten goals.

**SB 1537 Memo**

East Multnomah Soil and Water Conservation District

2/26/2024

Informational Memo to the EMSWCD Board of Directors

From: Executive Director

RE: The Governor's Housing Bill: SB 1537

Background and Overview

[SB 1537](#) was introduced in Oregon's 2024 Legislative Session at the request of Governor Kotek. The bill provides a package of incentives and opportunities to expand the creation of new housing in to meet the Governor's housing production goals. Principally, SB 1537 establishes a Housing and Accountability Production Office and creates revolving loan funds for housing. The bill also requires local governments to approve adjustments to land use regulations and introduces a process to expand Urban Growth Boundaries (UGB) to include up to 100 net residential acres pre city ([per -9 amendments](#), see below).

Community Concerns regarding impact to farmland

Public testimony can be found [HERE](#).

SB 1537 is opposed by the Oregon Association of Conservation Districts (OACD). "SB 1537, while providing some useful tools to enhance housing development, threatens agricultural working lands because of the bill's provisions to expand urban growth boundaries outside the existing statutory process as identified in Sections 48 to 60 of the bill. Oregon has a limited supply of agricultural lands, and they are irreplaceable." Testimony attached.

Opposed by 1,000 Friends of Oregon, unless amended to remove UGB expansion provision.: "SB 1537 would allow cities to expand their UGBs by at least 50 or 100 acres for residential and other uses, without following land use laws, to allow private developers to build homes primarily for people with higher incomes. (That UGB expansion acreage is down from 75 and 150 acres thanks to the dash-9 amendment)." [More here](#).

Bill Status

- The bill received a public hearing on 2/8 in the Senate Committee on Housing and Development.
- The Committee held a work session on the bill on 2/13 and adopted the [-9 amendments](#). SB 1537-9 was voted out of the policy committee unanimously.
- The "-9" amendments address the UGB expansion provision by reducing the expansion allowance from 75-100 acres to 50 to 100 acres for residential development. (This is NET acres after roads are added and other mixed uses).
- The bill was referred to Ways and Means subcommittee on Transportation and Economic Development where it now [scheduled for a work session on 2/27](#). The written record is closed, but the public can continue to contact individual legislators regarding this bill. If it passes out of Ways and Means, it will go to a floor vote.
- The last day of the short legislative session is March 10th.

1:35 PM
02/16/24
Accrual Basis

EMSWCD

Balance Sheet Prev Year Comparison

As of January 31, 2024

	Jan 31, 24	Jan 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Beneficial checking	149,368.24	229,194.63	-79,826.39	-34.83%
1010 · LGIP savings acct #1	15,480,980.33	13,318,762.99	2,162,217.34	16.23%
Total Checking/Savings	15,630,348.57	13,547,957.62	2,082,390.95	15.37%
Accounts Receivable				
1200 · Accounts Receivable				
1205 · Property Taxes Receiveable	148,323.46	126,354.45	21,969.01	17.39%
1200 · Accounts Receivable - Other	5,869.84	16,339.01	-10,469.17	-64.08%
Total 1200 · Accounts Receivable	154,193.30	142,693.46	11,499.84	8.06%
Total Accounts Receivable	154,193.30	142,693.46	11,499.84	8.06%
Other Current Assets				
1300 · Prepaid Expense	499.09	854.88	-355.79	-41.62%
Total Other Current Assets	499.09	854.88	-355.79	-41.62%
Total Current Assets	15,785,040.96	13,691,505.96	2,093,535.00	15.29%
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	22,238,536.52	20,785,967.29	1,452,569.23	6.99%

1:35 PM
02/16/24
Accrual Basis

EMSWCD

Balance Sheet Prev Year Comparison

As of January 31, 2024

	Jan 31, 24	Jan 31, 23	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	29,424.72	105,491.12	-76,066.40	-72.11%
Total Accounts Payable	29,424.72	105,491.12	-76,066.40	-72.11%
Credit Cards				
2050 · Beneficial Credit Cards				
2052 · VISA - JD - 0960	2,592.31	1,198.16	1,394.15	116.36%
2053 · VISA - KS - 0994	1,459.11	1,815.81	-356.70	-19.64%
2054 · Visa - RS - 2818	4,451.70	3,470.41	981.29	28.28%
2058 · Visa - SW - 1901	684.40	445.35	239.05	53.68%
2061 · Visa - NH - 4046	1,390.01	2,817.52	-1,427.51	-50.67%
2062 · Visa - SS - 8195	3,334.91	3,387.13	-52.22	-1.54%
Total 2050 · Beneficial Credit Cards	13,912.44	13,134.38	778.06	5.92%
Total Credit Cards	13,912.44	13,134.38	778.06	5.92%
Other Current Liabilities				
2105 · FSA Liabilities	-83.33	367.87	-451.20	-122.65%
2400 · Security Deposits Returnable	2,700.00	2,700.00	0.00	0.0%
2100 · Payroll Liabilities	21.67	83,192.61	-83,170.94	-99.97%
2150 · Accrued Compensated Absences	148,190.94	137,381.46	10,809.48	7.87%
Total Other Current Liabilities	150,829.28	223,641.94	-72,812.66	-32.56%
Total Current Liabilities	194,166.44	342,267.44	-148,101.00	-43.27%
Total Liabilities	194,166.44	342,267.44	-148,101.00	-43.27%
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	3,838,978.71	1,997,267.94	1,841,710.77	92.21%
Total Equity	22,044,370.08	20,443,699.85	1,600,670.23	7.83%
TOTAL LIABILITIES & EQUITY	22,238,536.52	20,785,967.29	1,452,569.23	6.99%

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Accrual Basis

EMSWCD Profit & Loss Budget Performance July 2023 through January 2024

	Jul '23 - Jan 24	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Income					
4000 · Income					
4100 · EMSWCD prop'ty tax	5,737,479.77	5,427,793.00	309,686.77	105.71%	5,720,418.00
4400 · Event Income					
4420 · Native Plant Sale	51,070.00	50,000.00	1,070.00	102.14%	50,000.00
Total 4400 · Event Income	51,070.00	50,000.00	1,070.00	102.14%	50,000.00
4500 · Interest	361,908.53	145,835.00	216,073.53	248.16%	335,000.00
4600 · Grants					
4610 · Federal	0.00	115,000.00	-115,000.00	0.0%	251,974.00
4620 · State	48,307.00	59,338.00	-11,031.00	81.41%	96,594.00
4650 · City	0.00	50,000.00	-50,000.00	0.0%	50,000.00
4660 · Other	0.00	25,000.00	-25,000.00	0.0%	25,000.00
Total 4600 · Grants	48,307.00	249,338.00	-201,031.00	19.37%	423,568.00
4700 · Sale of Real Property	762,390.42				
4800 · Rental Income	24,486.05	23,000.00	1,486.05	106.46%	28,000.00
4900 · Misc Income					
4910 · Refunds/Rebates/Reimbsmnts	9,131.70	2,925.00	6,206.70	312.2%	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	9,133.70	9,925.00	-791.30	92.03%	23,000.00
Total 4000 · Income	6,994,775.47	5,905,891.00	1,088,884.47	118.44%	6,579,986.00
Total Income	6,994,775.47	5,905,891.00	1,088,884.47	118.44%	6,579,986.00
Gross Profit	6,994,775.47	5,905,891.00	1,088,884.47	118.44%	6,579,986.00
Expense					
5000 · Payroll Expenses					
5100 · Salaries & Wages	1,162,475.09	1,289,790.00	-127,314.91	90.13%	2,221,887.00
5200 · Payroll Taxes	104,494.35	125,300.00	-20,805.65	83.4%	215,000.00
5300 · Wkrs Comp Insurance	10,840.18	27,670.00	-16,829.82	39.18%	27,670.00
5400 · Emp Benefits	243,273.59	296,540.00	-53,266.41	82.04%	509,130.00
Total 5000 · Payroll Expenses	1,521,083.21	1,739,300.00	-218,216.79	87.45%	2,996,187.00
6000 · Professional Services					
6005 · Contracted Bkkpr/Acctant	14,000.00	10,500.00	3,500.00	133.33%	24,000.00
6010 · Contracted Audit Services	8,000.00	8,000.00	0.00	100.0%	8,000.00
6020 · Contracted Attorney	7,241.80	110,300.00	-103,058.20	6.57%	190,000.00
6050 · Contracted Services	502,155.61	938,649.00	-436,493.39	53.5%	1,632,939.00
6065 · Contracted IT Support	11,481.00	19,250.00	-7,769.00	59.64%	33,000.00
Total 6000 · Professional Services	542,878.41	1,086,699.00	-543,820.59	49.96%	1,887,939.00
6100 · Admin					
6110 · Audit Filing Fee	300.00	300.00	0.00	100.0%	300.00
6120 · Bank Charges	2,936.62	2,360.00	576.62	124.43%	2,875.00
6130 · Bulk Mail Permit Renewal	0.00	300.00	-300.00	0.0%	300.00
6135 · Legal Notice	995.31	2,650.00	-1,654.69	37.56%	4,700.00
6140 · Payroll Svcs	318.75	440.00	-121.25	72.44%	750.00
6150 · Licenses & Fees	6,392.87	8,035.00	-1,642.13	79.56%	11,115.00
6160 · Taxes	2,812.07	8,363.00	-5,550.93	33.63%	8,363.00
Total 6100 · Admin	13,755.62	22,448.00	-8,692.38	61.28%	28,403.00
7100 · Occupancy					
7110 · Utilities	10,671.69	12,383.00	-1,711.31	86.18%	23,508.00
7120 · Telecommunications	14,691.98	19,227.00	-4,535.02	76.41%	31,782.00
7130 · Repairs/Maintenance	12,814.00	39,690.00	-26,876.00	32.29%	52,050.00
Total 7100 · Occupancy	38,177.67	71,300.00	-33,122.33	53.55%	107,340.00

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Accrual Basis

EMSWCD

Profit & Loss Budget Performance

July 2023 through January 2024

	Jul '23 - Jan 24	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
7500 · Insurance					
7505 · General Liability Insurance	16,004.00	16,500.00	-496.00	96.99%	16,500.00
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	2,080.19	7,330.00	-5,249.81	28.38%	11,450.00
8115 · Postage, Delivery	3,650.87	6,420.00	-2,769.13	56.87%	9,820.00
8120 · Printing, Copying	11,188.34	13,596.00	-2,407.66	82.29%	21,300.00
8130 · Furnishings & Equipment	15,734.59	15,985.00	-250.41	98.43%	20,450.00
Total 8100 · Office Expenses	32,653.99	43,331.00	-10,677.01	75.36%	63,020.00
8200 · Production					
8210 · Advertising	727.00	8,105.00	-7,378.00	8.97%	12,990.00
8230 · Signage, Banners, Displays	0.00	6,905.00	-6,905.00	0.0%	9,900.00
8250 · Public Relations Promo & Events	13,091.91	26,395.00	-13,303.09	49.6%	46,750.00
Total 8200 · Production	13,818.91	41,405.00	-27,586.09	33.38%	69,640.00
8500 · Programs & Projects					
8505 · Dues	22,647.00	10,350.00	12,297.00	218.81%	15,525.00
8506 · Subscriptions	32,960.62	49,903.00	-16,942.38	66.05%	79,233.00
8510 · Contracts w/ Partners/Lndownrs	51,490.00	145,835.00	-94,345.00	35.31%	250,000.00
8520 · Grants to Others	664,391.71	1,034,100.00	-369,708.29	64.25%	1,707,000.00
8530 · Program Supplies	26,791.70	45,417.50	-18,625.80	58.99%	63,775.00
8540 · Plants & Materials	13,541.25	52,100.00	-38,558.75	25.99%	75,000.00
8560 · Space Rental	2,767.61	2,522.00	245.61	109.74%	3,142.00
8570 · Equip Rental	1,853.16	4,840.00	-2,986.84	38.29%	12,960.00
8580 · Vehicles Rent/Lease	288.63	4,960.00	-4,671.37	5.82%	8,500.00
Total 8500 · Programs & Projects	816,731.68	1,350,027.50	-533,295.82	60.5%	2,215,135.00
8600 · Training					
8610 · Training/Development Staff	8,448.17	13,585.00	-5,136.83	62.19%	25,550.00
8620 · Training/Development Board	300.00	2,920.00	-2,620.00	10.27%	5,000.00
Total 8600 · Training	8,748.17	16,505.00	-7,756.83	53.0%	30,550.00
8700 · Travel					
8730 · Out of Town Travel- Staff	5,525.15	9,075.00	-3,549.85	60.88%	14,780.00
8740 · Out of Town Travel - Board	449.82	2,830.00	-2,380.18	15.9%	4,500.00
8750 · Local Mlg, Pkg, Bus - Staff	2,743.87	7,580.00	-4,836.13	36.2%	12,550.00
8760 · Local Mlg, Pkg, Bus - Board	0.00	580.00	-580.00	0.0%	1,000.00
Total 8700 · Travel	8,718.84	20,065.00	-11,346.16	43.45%	32,830.00
8800 · Volunteers & Staff					
8810 · Volunteer & Staff Recog	9,881.07	15,547.00	-5,665.93	63.56%	70,900.00
8820 · Vol & Staff Refreshments	6,264.63	8,999.00	-2,734.37	69.62%	14,360.00
Total 8800 · Volunteers & Staff	16,145.70	24,546.00	-8,400.30	65.78%	85,260.00
8900 · Misc Expenses	800.00				
9000 · Capital Outlay					
9010 · Office/Field Equipment	9,799.00	38,000.00	-28,201.00	25.79%	38,000.00
9030 · Improvements On Real Property	106,005.56	447,000.00	-340,994.44	23.72%	447,000.00
9040 · Purchase of Real Property	1,150.00	3,500,000.00	-3,498,850.00	0.03%	6,935,154.00
Total 9000 · Capital Outlay	116,954.56	3,985,000.00	-3,868,045.44	2.94%	7,420,154.00
Total Expense	3,155,796.76	8,429,276.50	-5,273,479.74	37.44%	14,965,108.00
Net Ordinary Income	3,838,978.71	-2,523,385.50	6,362,364.21	-152.14%	-8,385,122.00
Net Income	3,838,978.71	-2,523,385.50	6,362,364.21	-152.14%	-8,385,122.00

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Accrual Basis

EMSWCD
Profit & Loss by Class
July 2023 through January 2024

		General Fund					Special Funds		TOTAL
		Finance & Operations	Rural Lands	Urban Lands	Community Outreach & Enagagement	HIP	Grants Fund	Land Conservation Fund	
Ordinary Income/Expense									
Income									
	4000 · Income	5,852,045.18	811,897.00	51,920.46	0.00	16,170.55	35,032.31	227,709.97	6,994,775.47
	Total Income	5,852,045.18	811,897.00	51,920.46	0.00	16,170.55	35,032.31	227,709.97	6,994,775.47
	Gross Profit	5,852,045.18	811,897.00	51,920.46	0.00	16,170.55	35,032.31	227,709.97	6,994,775.47
Expense									
	5000 · Payroll Expenses	445,442.59	403,341.01	275,261.21	233,735.75	163,302.65	0.00	0.00	1,521,083.21
	6000 · Professional Services	178,371.05	300,442.86	4,168.75	29,999.75	29,896.00	0.00	0.00	542,878.41
	6100 · Admin	6,000.10	3,046.53	1,897.13	14.58	2,797.28	0.00	0.00	13,755.62
	7100 · Occupancy	15,817.85	5,872.23	1,251.20	938.40	14,297.99	0.00	0.00	38,177.67
	7500 · Insurance	25,330.00	0.00	0.00	0.00	0.00	0.00	0.00	25,330.00
	8100 · Office Expenses	8,301.49	5,298.58	16,593.44	339.50	2,120.98	0.00	0.00	32,653.99
	8200 · Production	2,645.52	99.00	10,346.39	728.00	0.00	0.00	0.00	13,818.91
	8500 · Programs & Projects	38,152.76	24,610.61	9,043.30	6,046.16	22,997.14	715,881.71	0.00	816,731.68
	8600 · Training	2,910.34	3,732.58	1,536.01	455.29	113.95	0.00	0.00	8,748.17
	8700 · Travel	1,720.42	2,652.65	267.25	3,902.49	176.03	0.00	0.00	8,718.84
	8800 · Volunteers & Staff	11,343.96	2,543.39	74.45	837.80	1,346.10	0.00	0.00	16,145.70
	8900 · Misc Expenses	0.00	800.00	0.00	0.00	0.00	0.00	0.00	800.00
	9000 · Capital Outlay	106,005.56	0.00	0.00	0.00	9,799.00	0.00	1,150.00	116,954.56
	Total Expense	842,041.64	752,439.44	320,439.13	276,997.72	246,847.12	715,881.71	1,150.00	3,155,796.76
	Net Ordinary Income	5,010,003.54	59,457.56	-268,518.67	-276,997.72	-230,676.57	-680,849.40	226,559.97	3,838,978.71
	Net Income	5,010,003.54	59,457.56	-268,518.67	-276,997.72	-230,676.57	-680,849.40	226,559.97	3,838,978.71
Annual Appropriation by Program		\$1,599,130	\$1,766,904	\$920,800	\$635,315	\$899,118	\$1,932,000	\$7,085,154	
Percent of Fiscal Year Passed		58%	58%	58%	58%	58%	58%	58%	
Percentage of Appropriation Spent		53%	43%	35%	44%	27%	37%	0%	
Year-To-Date Appropriation by Program (as of 1/31)		\$1,032,120	\$1,038,964	\$546,340	\$369,645	\$674,773			
Year-To-Date Percentage of Appropriation Spent (as of 1/31)		82%	72%	59%	75%	37%			