

**DESCHUTES COUNTY SOIL & WATER CONSERVATION DISTRICT**  
Board Meeting Minutes –December 14<sup>th</sup>, 2023  
Meeting location: Bend East Side Library, Bend OR with a Zoom option available.

**Current Board Members**

Director Zone 1 (Redmond)	Amy Hensley
Director Zone 2 (Sisters)	William Kuhn
Director Zone 3 (Tumalo)	Jeff Rola, Co-Chair
Director Zone 4 (Alfalpa)	James Warren, Co-Chair
Director Zone 5 (South County & La Pine)	Andrew Aasen, Treasurer
Director At-Large #1	Robin Vora, Secretary
Director At-Large #2	Brian Lepore

Directors present: Jeff Rola, William Kuhn, Brian Lepore, Robin Vora, Andrew Aasen, Amy Hensley

Staff present: Erin Kilcullen, General Manager; Jena Thomas, Programs & Operations Coordinator; Todd Peplin, Lead Planner

Agency attendees: Theresa Debardelaben, Water Quality Specialist ODA; Scott Duggan, OSU

Other attendees: none.

See Website for acronym descriptions:

<https://www.deschuteswcd.org/files/ede6f9a58/Acronym+Glossary.pdf>

Order of business:

1. Call to Order & Introductions: The meeting was called to order at 9:32am.; all attendees introduced themselves.
2. Public Comments: None.
3. Tony Iaccarino – DHM research
  - Tony Iaccarino from DHM Research, a nonpartisan public opinion research firm, 40 years' experience, spoke with the board. DHM has worked with Upper Willamette SWCD to help them achieve a tax base, in addition to polling work around Central Oregon. We will need to pursue research if we intend to continue with a tax base and it will be most beneficial within the election year.
  - A 'hybrid' approach to polling would be utilized, in which half of recipients receive a phone call and half receive a text. A model would then be made based on the election we are aiming for. If we want to appear on ballot in May 2024, the survey will be modeled to reach likely voters. This survey would also help us identify where our possible vulnerabilities lie. The process takes 10 weeks.
  - Homework that DSWCD needs to begin to work on includes
    - What other measures might be on the ballot for Fall 2024?
    - Research voter pamphlets of other SWCDs that were on the ballot.

- Access how much the District thinks they will need.
- 4. Agency Reports:
  - a. **Theresa Debardelaben, ODA**
    - Theresa recently finished a rotation with OWEB and is now back working with ODA. They are working on Ag Water Quality programs with a new manager. They are in the process of hiring new staff and expanding their capacity.
    - Lower Umatilla is a high priority area and Theresa has been spending a lot of time working on the project.
    - SIA Grant opportunities are available through ODA in January.
    - Todd and Theresa recently went on a site visit to view a fencing and water quality project. The project has resulted in a healthier riparian environment.
  - b. **Scott Duggan, OSU**
    - None
- 5. Approval of Minutes:
  - Motion #1 made by William Kuhn, seconded by Jeff Rola to approve the October board meeting minutes.** Rollcall vote: 5 in favor, 1 abstention. The motion passes.
  - Motion #2 made by William Kuhn, seconded by Brian Lepore to approve the November board meeting minutes.** Rollcall vote: 4 in favor, 2 abstentions. The motion passes.
- 6. Approval of November Financial Reports: See Exhibit A:
  - Motion #3 made by Brian Lepore, seconded by Robin Vora to approve the November Financial Report.** Rollcall vote: 4 in favor. The motion passes.
- 7. Action Items:
  - a. Zone 1 Director
    - Amy Hensley has been sworn in as the Director of Zone 1
  - b. NACD Dues
    - Motion #4 made by Robin Vora, seconded by Brian Lepore to continue paying for the Silver Level benefits through NACD of \$501.** Rollcall vote: 4 in favor, 1 abstention. The motion passes.
  - c. District Enhancement Committee Strategic Plan Review and Discussion
    - Discussion was had regarding the wording in the document regarding a tax base. Board members want to vote on a final version of the document prior to partner meetings.
    - Motion #5 made by Andrew Aasen to adopt the DEC Document and use it in partner meetings, seconded by Brian Lepore.** Rollcall Vote: 4 in favor, 1 opposed. The motion passes.
    - Further discussion regarding the DEC Document and power point presentation will be held in January.
- 8. Directors' Reports
  - a. Amy Hensley
    - None
  - b. William Kuhn
  - c. Jeff Rola
    - None
  - d. Andrew Aasen

- None
- e. Robin Vora
  - None
- f. Brian Lepore
  - Brian was elected to serve on the COID Board.

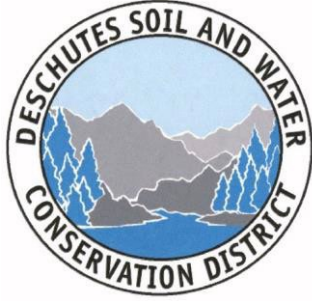
The next board meeting will be at 6pm on January 18th, at the East Bend Public Library.

There being no further business, the meeting was adjourned at 11am

*Erin Kilcullen*

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Erin Kilcullen, General Manager



**DESCHUTES COUNTY SOIL & WATER CONSERVATION DISTRICT**

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Motions Made	Vote Result
<b><i>Motion #1 made by William Kuhn, seconded by Jeff Rola to approve the October board meeting minutes.</i></b>	Rollcall vote: 5 in favor, 1 abstention. The motion passes.
<b><i>Motion #2 made by William Kuhn, seconded by Brian Lepore to approve the November board meeting minutes.</i></b>	Rollcall vote: 4 in favor, 2 abstentions. The motion passes.
<b><i>Motion #3 made by Brian Lepore, seconded by Robin Vora to approve the November Financial Report.</i></b>	Rollcall vote: 4 in favor. The motion passes.
<b><i>Motion #4 made by Robin Vora, seconded by Brian Lepore to continue paying for the Silver Level benefits through NACD of \$501.</i></b>	Rollcall vote: 4 in favor, 1 abstention. The motion passes.
<b><i>Motion #5 made by Andrew Aasen to adopt the DEC Document and use it in partner meetings, seconded by Brian Lepore.</i></b>	Rollcall Vote: 4 in favor, 1 opposed. The motion passes.

**Addendum: Motions of the Board Meeting – December 14<sup>th</sup>, 2023**

Exhibit A:

**Deschutes County SWCD  
Board Meeting Report  
November 1st, 2023 to November 30th, 2023**

**Grant Monies Received this Month:**

BOR Indian Ford	
NRCS TA	
ODA Capacity 23-25	\$ 24,148.50
HB 2010- Juniper Removal	
Joint Chiefs	
NACD 2022	
SIA Upper & Little Desch	
Total Grant Monies In	<u>\$ 24,148.50</u>

**Expenses:**

Payroll & Taxes	\$ 20,087.47
Personnel	\$ 621.27
Office	\$ 143.13
Utilities	\$ 114.28
Mileage/Travel	\$ 282.96
Other: Contracted Services	\$ -
Professional Fees	\$ -
Bank Charges	\$ 7.00
Rents	\$ 89.00
Annual Dues	\$ 99.99
Meetings/Meals	\$ -
Supplies	\$ 74.67
Office Equipment	\$ -
Total Expenses	<u>\$ 21,519.77</u>

**Checking Account Balance EOM:** \$ 442,421.26

Deschutes Soil & Water Conservation District  
**Profit & Loss**  
November 2023

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	<u>Nov 23</u>
Ordinary Income/Expense	
Income	
GRANTS REVENUE	24,148.50
Total Income	<u>24,148.50</u>
Gross Profit	24,148.50
Expense	
Other	714.18
60900 · EXPENSES	
62150 · Bank Charges	7.00
68313 · Materials & Supplies	1,111.96
Total 60900 · EXPENSES	<u>1,118.96</u>
66000 · PERSONNEL	
Payroll Expense	
Insurance Stipend	621.27
Payroll	17,883.86
Payroll Taxes	2,203.61
Travel/ Mileage	282.96
Total Payroll Expense	<u>20,991.70</u>
Total 66000 · PERSONNEL	<u>20,991.70</u>
Total Expense	<u>22,824.84</u>
Net Ordinary Income	1,323.66
Net Income	<u><u>1,323.66</u></u>