



**TSCC Regular Business Meeting  
Meeting Minutes  
Monday, June 10, 2024  
12:00 pm.**

Chair Harmony Quiroz, Commissioners Wubbold, Donahue, Burton, and Lugo Knapp were present, as were Executive Director Allegra Willhite and Budget Analyst Tunie Betschart, all via Zoom meeting.

**REGULAR MEETING**

Chair Quiroz called the meeting to order at 12:04 pm.

**District Budgets to be considered**

Executive Director Willhite said this is the last discussion meeting for commissioners to consider districts to certify for the 2024-25 approved budget season. The ones for consideration today are West Multnomah Soil & Water Conservation District and Palatine Hill Water District. Also to discuss today is the Approved budget hearing for Prosper Portland in order to develop final questions for that hearing, which will be held Tuesday, June 18<sup>th</sup>.

**West Multnomah Soil & Water Conservation District**

The executive director gave an overview of the district, stating they are similar to East Multnomah Soil & Water Conservation District in that they do similar work. Still, their funding stream is different, and West Multnomah SWCD is a smaller district. The total approved budget for 2024-25 is six million dollars, including a \$1.8 million grant they hoped to receive, but they found out they did not get it. They will remove the grant expenditures before adopting the budget. They have changed the PTO policy, paying out the employees for their vacation hours. In the future, employees will take the vacation needed with no formal vacation policy, and there will be no payout when they leave the district. The majority of their revenue is from property taxes. There was a minor error in the budget detail sheets. The amount for Contingency and Reserve for Future Expenditures line items were transposed. They will correct this error before adopting.

*Chair Quiroz moved to certify West Multnomah Soil & Water District's 2024-25 Approved Budget with no recommendations or objections. Commissioner Donahue seconded the motion which passed with a unanimous vote.*

**Palatine Hill Water District**

Ms. Betschart gave an overview of the Palatine Hill Water District's Approved Budget and the process. She said the budget is increasing by ten percent as the district plans some capital projects for the upcoming year. Rates increased in 2020, and they are not planning a rate increase in the upcoming year. She said the board may consider a rate increase or a bond measure since they need over \$10 million for capital projects in the next ten years.



They moved some funds to the System Improvement fund for future capital projects, but they need to save \$790,000 a year to meet the ten-year capital plans. The ending balance increases as they prepare for future capital projects. The budget met all requirements and was submitted on time. TSCC staff has no recommendations or objections to mention to the commissioners about the budget or the process.

*Commissioner Wubbold moved to certify Palatine Hill Water District's 2024-25 Approved Budget with no recommendations or objections. Commissioner Burton seconded the motion which carried with a unanimous vote.*

### **Prosper Portland review and hearing questions**

The executive director gave a high-level overview of Prosper Portland's budget, sharing the significant activities noted in the budget. Prosper Portland completes its budget and is a separate taxing district from the city of Portland. However, the city issues the debt on behalf of Prosper Portland, collecting the taxes for the debt and sending the proceeds to them. There has been a shift to a more community-focused economic work process. The change has resulted in large districts closing. The city has dedicated some general fund dollars to help fill the gap caused by the large districts closing. They are discussing opening more TIF districts, but they would be community-driven as per the district's new policy. Only three districts will receive TIF dollars in FY25, a change from last year when five or six districts still received TIF dollars. Prosper will be receiving revenue from Clean Energy Fund this year and created a new fund to track this. The district is changing the way they are assigning FTE. They are assigning positions to the individual TIF districts.

Following the introduction, the commissioners discussed the questions to be asked at the hearing. Some suggested revisions to the questions were drafted via Google Docs before the hearing. They changed the wording for some questions, exchanged one question for an alternative question the commissioners were more interested in asking, and repositioned one. They removed a portion of one, added a follow-up to another, and reworded a couple. They directed one question to the board. When the discussion of Prosper Portland's hearing questions ended, they decided on seven key questions to ask, some with follow-up questions and potential follow-ups. The hearing will be a 60-minute in-person hearing on Tuesday, June 18, at 3:00 pm, held in the Prosper Portland Board Room, 220 Second Avenue.

There was discussion about the complexity of the district's activities and the lack of information in the approved budget document. Commissioners recommended discussing this with staff. The executive director suggested doing that this summer so they would have time to change next year's budget. The district could add links to information in the budget document.

The executive director reviewed the commissioners' assignments asking the questions and will send an edited version to the district to prepare the answers for the hearing.



### **Other Business**

Executive Director Willhite gave a report on the **TSCC FY 2023-24 Budget to Actuals**, stating the current fiscal year was under budget and contingency is not expected to be used. Personnel Services will come in higher than budgeted due to the timing of the Executive Director's salary review, which was completed after the FY 23-24 budget was already adopted. Also contributing to this is the budget analyst's lump-sum bonus payout in the current year. Materials and services increased this year as planned due to the expenditure of replacing laptops. She will email the report to the Commissioners for their review but wanted to do a quick overview at this meeting.

The meeting date to **review the budget season** and celebrate another year of completing the budget reviews, hearings, and certifications with the summertime strawberry party was discussed. Executive Director Willhite will send out a doodle poll but wanted to know dates in July when commissioners will not be available. The Commissioners shared their available dates with staff.

Chair Quiroz asked for a **recap of the Urban Flood Safety and Water Quality District's hearing**. Executive Director Willhite said that in addition to the two written comments received and read at the hearing, she had also received a written comment via email after the hearing from a person who could not hear the comments online very well, so she asked that the remarks be placed with the permanent record of the hearing. The executive director added them to the TSCC website to become a part of the minutes for the hearing. Commissioners commented on the hearing and how nice it is to see the district now has sustainable revenue sources. They will soon have a permanent board. The next few years will be exciting, with the districts going from four small districts to one large one with many ideas coming together.

Following the discussion of the UFS&WQ district's hearing, there was no other business to discuss, so the meeting was adjourned at 1:48.