

# Elk Creek Watershed Council

## Board of Directors Meeting Minutes

### May 15, 2018

#### Board Attendance

- |                   |                  |                  |                |
|-------------------|------------------|------------------|----------------|
| × Susan Applegate | ✓ Joe Coons      | ✓ John Kittelman | × Gene Vroman  |
| ✓ Nick Botner     | ✓ Kittie Coons   | ✓ James Mast     | ✓ Gene Zuiches |
| × Harold Burris   | ✓ Linda Galetti  | ✓ Rick Reinhart  |                |
| ✓ Brad Chapman    | ✓ Cindy Johnsrud | × Bob Rundell    |                |

#### Others in Attendance

Jen Bailey, Lee Russell

#### Meeting Minutes

The Board approved the April 2018 meeting minutes (motion by Gene Zuiches, seconded by Rick Reinhart).

#### Treasurer’s Report

At Kittie Coons’ request, Lee Russell will see if we can save money by combining our two insurance policies. Lee explained that we are getting a very good deal on our liability insurance, and probably won’t want to change that. The Board approved paying ~\$503 for the liability insurance, once the invoice arrives.

James Mast asked about outstanding checks, the weed board payment (we received half of the funding up-front) and invoicing the Focused Investment Partnership for Lee’s time/mileage.

The Board approved the Treasurer’s Report of May 14, 2018 and the Accounts Payable, with the addition of \$450 to the Sunnydale Grange for April – June 2018 rent (motion by Rick Reinhart, seconded by Gene Zuiches).

Beginning Balance: 1 April 2018		\$88,435.89
Deposits:	\$5,306.03	
Checks:	\$ 5.00	
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Ending Balance: 30 April 2018		\$93,736.92
Deposits		0
Outstanding Checks		(18,037.44)
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Balance		\$75,699.48
Accounts Receivable	73,782.07	

Accounts Payable	(\$ 22,251.56)
Fund Balance	\$75,249.48

#### Executive Committee and Council Business

James Mast reported that the executive committee has met twice in the last month.

#### Bureau of Land Management

Jeff McEnroe had nothing new to report for this month.

#### Oregon Department of Fish and Wildlife

Eric Himmelreich reported that he has been working on reviewing permits and preparing for upcoming instream work.

#### Douglas Soil and Water Conservation District

Walt Barton reported that he spoke with Eric Himmelreich today about the three small grants he and Jen Bailey are working on. Walt is finishing up the design drawings for the Jack Creek Erosion Control project.

Scotch broom has been sprayed along I-5 northbound from county line to county line. On the southbound side, they still have between Sutherlin and Glendale to go. The weed crew is gearing up to treat gorse and Portuguese broom in the next 2-3 weeks. They are treating Paterson's Curse this week.

#### Council Coordinator

Jen Bailey reported on project development and management:

- Fitch Creek Culvert Replacement - Planning half a day of work this summer with Lee Russell and Corey Benzel to make adjustments to the lower weir.
- Buck Creek Fish Passage - Still need final accounting to determine how much funding remains. Considering a day's worth of jackhammering to fine-turn the bedrock channel. Need to assess the two downstream weirs.
- Jack and Hardscrabble Creeks Restoration - OWEB grant was submitted, requesting \$328K in funding, based on \$526K overall. There is a significant landowner match, and this doesn't even include the two railcar livestock crossings on Jack Creek the landowner has just committed to add to the project. Working to find technical assistance funds to have Walt Barton design the bridges, to secure ODFW/NMFS fish passage sign-off.
- Ellenberg Creek - Scheduling instream design session with ODFW, to submit proposal to Seneca for instream habitat improvement.

- Jack Creek Erosion Control – OWEB small grant for tree revetments, willow planting and riparian fencing. Grant deadline delayed to June, pending Umpqua small grant team meeting OWEB requirements to allocate funding. Expecting design drawings from Walt Barton. Getting confirmation that permitting can go through BLM ARBO II process.
- Rice Creek Mud Management – OWEB small grant to address water quality issue. Pending Walt Barton contacting landowner.
- Tucker (Deer) Creek Culvert Replacement – OWEB small grant to address fish passage issue. Pending Walt Barton contacting landowner. Walt has hydrology and partial design drawings in place. Eric Himmelreich and Jen Bailey will address ODFW fish passage plan.
- Turkey Crick Off-channel Livestock Water – New potential OWEB small grant, referred by PUR. Jen is meeting with grazing lessee tomorrow.

#### Executive Director

Lee Russell reviewed his report. Highlights include:

- Big Tom Folley – Lee proposes to have Cascade Environmental survey 15 miles of rapid bioassessment survey work in Big Tom Folley, Saddle Butte and North Fork Big Tom Folley this summer. Addressing Seneca’s concerns, this will include identifying prior restoration work, specifying what is lacking and should be done. It will provide valuable benchmark data for future effectiveness monitoring. The results of prior monitoring work on Big Tom Folley are unclear.
- Lee has been working on the ‘Focused Investment Partnership’ governance documents. The FIP is meeting this Thursday. Lee remains concerned that there is not an actionable strategic plan.
- Jen Bailey is wrapping up the DNA Study in the next few months.
- Title II funding has been re-approved, so Lee expects to hear about a new grant cycle. We are prepared to submit a Hardscrabble Creek grant application (to compliment the Jack Creek RAC grant, and the OWEB Jack/Hardscrabble grant application).
- The mid-biennium update to the 2017–2019 council support grant is due at the end of June. Lee, Jen and Jamie are working on the self-evaluation. The 2017–2019 work plan is being updated.

#### Old Business

None

## New Business

Jen Bailey conveyed Susan Applegate's report: The July 17, 2017 ODFW spawning survey at the boulder weirs on Susan's stretch of mainstem Elk Creek found 47 juvenile coho in the area of the boulder weirs, up from 5 juveniles in recent years. Her ODFW contact pointed out that this might seem like good news, but there were 10,000 juveniles in that same stretch, back in the day.

## Adjournment

# Executive Director Report

15 May 2018

## Current Watershed Council Restoration Projects:

- I.) **Fitch Creek Culvert Removal: (#07-16-008)(Lee Russell)**
- The project is complete. We may need to make some adjustments to the grade control weirs this summer.
- II.) **Yoncalla Creek Livestock Crossing: (#07-16-007)(Lee Russell)**
- Documentation on the fencing has been submitted.
- III.) **Buck Creek Fish Passage: (Jen Bailey)**
- The project is complete. Need final costs to close out the RAC grant.
- IV.) **Jack Creek/Hardscrabble Habitat Improvement: (Jen Bailey)**
- OWEB grant has been submitted.

## Small Grant Projects in Development: (Jen Bailey)

- V.) **Jack Creek Erosion Control:**
- Project in development.
- VI.) **Deer Creek Culvert Project:**
- Project in development.
- VII.) **Rice Creek:**
- Project in development.

## Outstanding OWEB Small Grants: (Lee Russell)

- VIII.) **Bills Creek Habitat Improvement: (#07-14-005)**
- A monitoring report will be submitted in 2019.
- IX.) **Zuiches Riparian Improvement: (#07-14-006)**
- A monitoring report will be submitted in 2019.

## Current Watershed Council Monitoring Projects:

- X.) **Watershed Assessment/Bioassessment (BLM): (Lee Russell)**
- We have funding to complete another 10 miles next summer.
  - We also need to develop a template for presenting the bioassessment data to landowners.

## Watershed Council Capacity Grant:

- XI.) **OWEB Council Support Grant: (Lee Russell)**
- March fund request has been received.

### **Watershed Action Planning:**

#### **XII.) Umpqua Focused Investment Partnership: (Lee Russell)**

- The Umpqua Basin Partnership is now the “Umpqua Basin Watershed Collaborative.”
- The next meeting will be on Thursday, May 17<sup>th</sup>. We are trying to wrap up the strategic action plan that was funded by the OWEB capacity-building grant, and to begin developing the governance documents that will guide how the organizations will work together.
- PUR has submitted an application to the Bureau of Reclamation on behalf of the Partnership for funds to hire a facilitator for two years. The goal will be the development of the governance documents to define the organizational structure, and the responsibilities of the members, in implementing restoration strategies at a basin-wide scale.
- I have submitted budget estimates for projects for Jack Creek, Hardscrabble Creek, Ellenburg Creek, and Sand Creek. Hopefully, Jack Creek and Hardscrabble Creek will be completed before the “Collaborative” is in a position to get funding for any of its projects, but the Council needs to work on a long-range plan to be able to take full advantage of the potential funding opportunities of the FIP.

### **Fiscal Agent Programs:**

#### **XIII.) Douglas County CREP: (Lee Russell)**

- The grant agreement for the 2018-2019 CREP program has been signed. The grant award is \$167,112.50.
- The payment request for Jan-Mar has been submitted to OWEB.

#### **XIV.) Oregon Weed Board Grants: (Lee Russell)**

- The grant agreements have been prepared. I need a Certificate of Insurance from Douglas SWCD, and I will be able to submit a request for 50% of the funds (\$46,260).
- This will work roughly the same way as the CREP program.. We will be the fiscal agent, and we will contract with Douglas SWCD for implementation.

### **Administrative:**

#### **XV.) BLM RAC grants:**

- I'm working on closing out the remaining grants that will expire this fall. The main one is the DNA Study.
- The other assistance agreement, which includes Bioassessments and Jack Creek Habitat Improvement, expires in 2021.

#### **XVI.) Council Self-Evaluation:**

- The Council needs to complete a self-evaluation using the forms developed by Courtney Shaff. The areas identified by the evaluation will be included in the 2018-2019 Work Plan - Due in June.