

Elk Creek Watershed Council

Board of Directors Meeting Minutes

August 21, 2018

Board Attendance

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

Others in Attendance

Jen Bailey, Lee Russell

Meeting Minutes

The Board approved the July 2018 meeting minutes (motion by Gene Zuiches, seconded by Joe Coons).

Treasurer's Report

The Board approved the Treasurer's Report of August 15, 2018 and the Accounts Payable, with the addition of upcoming payments for Buck Creek excavation work and annual non-profit registration with the Oregon Secretary of State (motion by Rick Reinhart, seconded by Gene Zuiches).

Beginning Balance: 1 July 2018		\$142,645.21
Deposits:	\$22,774.75	
Checks:	(\$42,872.57)	
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Ending Balance: 31 July 2018		\$122,547.39
Deposits		\$16,857.50
Outstanding Checks		0.0
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Balance		\$139,404.89
Accounts Receivable	\$17,397.75	
Accounts Payable	(\$6,553.00)	
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Fund Balance		\$150,249.64

Executive Committee and Council Business

James Mast reported that the Executive Committee met once in the last month.

Bureau of Land Management

No new report. Jeff McEnroe has been deployed to the South Umpqua Fire complex.

Oregon Department of Fish and Wildlife

No new report. Eric Himmelreich has been focused on instream work.

Douglas Soil and Water Conservation District

Walt Barton reported that the weed crew is on track with their eradication program. He is helping Jen Bailey with OWEB small grant projects (*see below*).

Council Coordinator

Jen Bailey reviewed the Council Coordinator report (*see attached*). Highlights/updates include:

- The 'small grant' projects cannot proceed until the OWEB Umpqua Small Grants Team is re-established, once team members catch up on their OWEB reporting requirements.
- Walt Barton has agreed to fund the Jack Creek Erosion Control project via the Douglas SWCD's BLM RAC grant for tree revegetations. ODFW has agreed to grant an extension to the instream work period to complete this work by mid-October. The landowner is interested in off-channel livestock watering and riparian fencing. The Jack Creek Action Plan recommends instream habitat improvements on this reach.
- John Runyon (Cascade Environmental), Lee Russell and Jen are meeting with Seneca's Timberlands Manager next week to present our watershed restoration strategy. We hope to survey Big Tom Folley this September, and continue project development on Ellenburg Creek.

Executive Director

Lee Russell reviewed the Executive Director report (*see attached*). Highlights/updates include:

- Cascade Environmental is developing a query database of compiled data on the watershed, which will allow us to evaluate various habitat characteristics. The data will also be run against the ODFW 'HABRATE' model, a simple model based on established ODFW benchmarks for coho habitat.
- The Board shared their personal experiences while reviewing restoration priorities in the Elk Creek watershed: survey work done to date, limiting factors, past restoration work.
- Our watershed council is the fiscal agent for the Conservation Enhancement Reserve Program in Douglas County. CREP contracted with the Cow Creek tribe to provide the required archeological surveys, so local projects can proceed.

Old Business

None

New Business

None

Adjournment

Elk Creek Watershed Council

Council Coordinator Report

September 16, 2018

Restoration Projects

1. Fitch Creek Culvert Removal
 - Will plant willows at the site this winter, to finish up the project.
2. Buck Creek Fish Passage
 - Completed construction of the overflow channel for the fishway.
 - Need commitment to have the survey crew check for juvenile coho next summer.
3. Jack and Hardscrabble Creeks Restoration
 - This project fell just below the cut-off line for OWEB funding, due to expensive tide gate projects ranked higher. Resubmitting the grant in October (with some tweaks), with high confidence that it will be approved for work next summer.
 - Assisted Walt Barton with surveying site of new railcar bridge on Jack Creek. Will secure ODFW and NMFS fish passage approval of engineering design.
4. Lower Jack Creek Restoration
 - The tree revetment project is back on track for this year, but funded via a DSWCD BLM RAC grant (as OWEB Small Grant funds still aren't available). Construction scheduled for week of October 15.
 - Assisted Eric Himmelreich with design of instream habitat structures: 8 sites, 46 trees, 185 boulders.
 - Meeting with landowner to plan restoration work.
 - OWEB Small Grant for instream work (with other funding sources).
 - OWEB Small Grant for off-channel livestock watering.
5. Ellenburg Creek Habitat Improvement
 - Secured okay from Seneca to pursue development of an instream restoration project on their lower parcel. Waiting on permission to access land outside of fire season.
 - Working with Tom Woolley to remove logs jammed on top of the bedrock ledge on his property, which is currently a fish barrier. Hopefully this will restore fish access to the upper Seneca parcel. Need commitment to have the survey crew check for juvenile coho next summer.
6. Rice Creek Mud Management
 - OWEB Small Grant to re-design a livestock feeding area to minimize run-off, by installing barn gutters, culvert, berms and some fencing. Walt Barton is providing technical assistance.

7. Turkey Crick Off-Channel Watering
 - OWEB Small Grant to extend off-channel livestock watering system. Funding was not available for 2018, so revamping the plan for 2019.
8. Clover Creek Off-Channel Watering
 - OWEB Small Grant to address ranch improvements. Meeting with landowner this week.
9. Cox Creek Habitat Improvement
 - Potential OWEB small grant for instream habitat improvement on stretch of creek between two prior restoration projects. Planning to meet with new landowner.
10. Tucker Creek Culvert Replacement
 - Potential OWEB small grant to replace culvert. Walt Barton is trying to reach the landowner.
11. Headwaters Elk Creek Culvert Removal
 - Contacting landowner once more to assess support for removal of failing culverts that are a partial fish barrier.
12. Yoncalla Oil Spill Funded Projects
 - There is \$180,000 remaining in this fund for wetland-oriented projects. No action on this in the last month.

Communications & Outreach

1. Brochure
 - Proposed substituting the “Free Lunch” program next spring with a tri-fold brochure mailed to all watershed residents. Susan Applegate has agreed to help with design of the brochure.
2. Coho-ho Christmas Trees
 - Contacting Yoncalla, Drain and Elkton school districts to assess their interest in this educational program.

Executive Director Report

18 September 2018

Current Watershed Council Restoration Projects:

- I.) **Fitch Creek Culvert Removal: (#07-16-008)(Lee Russell)**
- Final report and fund requests are in progress and will be submitted to OWEB.
- II.) **Buck Creek Fish Passage: (Jen Bailey)**
- Benzel Excavation was contracted to cut an overflow channel into the rock at the top of the fishway.
 - Final bills have been entered and the RAC grant closed out.
- III.) **Jack Creek/Hardscrabble Habitat Improvement: (Jen Bailey)**
- It looks like the OWEB application fell below the cut off for funding. It can be re-submitted in October.
 - I would recommend reevaluating the budget before the application is resubmitted.

Small Grant Projects in Development: (Jen Bailey)

- IV.) **Jack Creek Erosion Control:**
- V.) **Jack Creek Off-Channel Water:**
- VI.) **Deer Creek Culvert Project:**
- VII.) **Rice Creek Mud Abatement:**
- VIII.) **Turkey Crick Off-channel Water:**
- IX.) **Clover Creek Off-channel Water:**

Outstanding OWEB Small Grants: (Lee Russell)

- X.) **Bills Creek Habitat Improvement: (#07-14-005)**
- A monitoring report will be submitted in 2019.
- XI.) **Zuiches Riparian Improvement: (#07-14-006)**
- A monitoring report will be submitted in 2019.
- XII.) **Yoncalla Creek Livestock Crossing: (#07-16-007)(Lee Russell)**
- A monitoring report will be submitted in 2020.

Current Watershed Council Monitoring Projects:

- XIII.) **Watershed Assessment/Bioassessment (BLM): (Lee Russell)**
- The Council entered into a contract with Cascade Environmental to compile and evaluate all the data from the stream surveys completed in 2015 and 2016, and to develop a GIS-database to summarize and query data from the surveys.

- John Runyon coordinated a presentation to Seneca-Jones timber managers to help get their support for bioassessment data collection in the Big Tom Folley Watershed.
- Cascade will help develop a multi-year restoration strategy for the Council.
- We still have funding to complete another 10-15 miles of stream survey. We are planning to start survey work in Big Tom Folley in summer of 2019.

Watershed Council Capacity Grant:

XIV.) OWEB Council Support Grant: (Lee Russell)

- Fourth quarter fund request has been received.
- OWEB hasn't said anything about updating our Work Plans for the 2019-2021 biennium.

Watershed Action Planning:

XV.) Umpqua Focused Investment Partnership: (Lee Russell)

- The Umpqua Basin Partnership is now the "Umpqua Basin Collaborative."
- There have been no meetings since the May 17th meeting that drafted the Memorandum of Understanding that the signing agencies agreed to work together to develop a regional watershed restoration plan.
- The next step will be to begin developing the governance documents that will guide *how* the organizations will work together and make decisions.
- PUR has submitted an application to the Bureau of Reclamation on behalf of the Collaborative 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.
- If the Council moves forward with the proposal to work with Cascade Environmental to develop a medium-to-long-term restoration strategy, this will be incorporated into the Umpqua Basin Collaborative's restoration plan, and will allow the Council to be able to take full advantage of the potential funding opportunities of the FIP

Fiscal Agent Programs:

XVI.) Douglas County CREP: (Lee Russell)

- Part of the 2018-2019 CREP budget includes funds for a private archaeologist to conduct the cultural resources (NEPA) survey of project areas that have a potential to contain artifacts. We have signed a contract and Scope of Work with the Cow Creek Tribe to get this done. The billing will include time and administrative costs for the Council.
- There are currently two CREP projects that need surveys. One survey has been completed (see Accounts Payable), and the other is underway.

XVII.) Oregon Weed Board Grants: (Lee Russell)

- Funds from the first payment request (\$46,260) have been received. This is 50% of the grant total and is paid in advance. These funds will be released to Douglas SWCD upon submittal of invoices for work performed.

XVIII.) BLM Assistance Agreement:

- One of our two BLM Assistance Agreements (comprising 14 individual grant-funded projects) is expiring. I have nearly completed the accounting to get all these accounts closed.
- The other agreement has a balance of \$62,784.00 for bioassessment work, and for habitat improvement in Jack Creek. This agreement expires in September, 2021.