

Elk Creek Watershed Council

Board of Directors Meeting Minutes

January 15, 2019

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 November 2018 meeting minutes (motion by Gene Zuiches, seconded by Rick Reinhart).

Treasurer's Report

The Board approved the Treasurer's Report of January 15, 2019 and the Accounts Payable (motion by Gene Zuiches, seconded by Brad Chapman).

Beginning Balance: 1 December 2018		\$107,299.14
Deposits:	\$21,924.25	
Checks:	(\$6,537.84)	
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Ending Balance: 31 December 2018		\$122,685.55
Deposits		\$11,205.75
Outstanding Checks		(\$8,541.89)
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Balance		\$82,722.14
Accounts Receivable	\$46,501.25	
Accounts Payable	0.0	
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Fund Balance		\$129,223.39

Executive Committee and Council Business

James Mast reported that the Executive Committee met this morning, and the topics of discussion will be covered in subsequent reports.

Bureau of Land Management

No report. Jeff McEnroe is on furlough.

Oregon Department of Fish and Wildlife

Eric Himmelreich reported that he's been reviewing permits and has done some instream design work with PUR, but a lot of his meetings and outings have been delayed or cancelled due to the government shutdown. Eric will be at the February board meeting.

Douglas Soil and Water Conservation District

Walt Barton has been working with Lee and Jen on various projects and programs. He will be at the February board meeting.

Council Coordinator

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

- The OWEB Umpqua Small Grant Team approved the Lower Jack Creek Livestock Water project. The Turkey Crick Livestock Water and Kennerly Stream Protection projects need revisions to meet OWEB funding requirements, and will be re-submitted by February 15th. Small Grant application deadlines for the rest of the biennium are March 15th and April 15th. There's still \$85,000 available to be allocated in this timeframe.
- OWEB will let us know by the end of January if the Jack and Hardscrabble Creeks Restoration project will be recommended for funding. Jen is working on two grant applications for the April grant cycle.
- Cindy Johnsrud and Susan Applegate each expressed concern about putting recycled Christmas trees into creeks for the Coho-Ho Christmas Tree program, given the Elongate Hemlock Scale infestation in Christmas trees imported from North Carolina to local big box stores. We are skipping this educational program for this year.

Executive Director

Lee Russell reviewed the Executive Director reports (*see attached*). Highlights include:

- The Board discussed the Data Evaluation and Strategic Plan to be provided by Cascade Environmental, as well as Effectiveness Monitoring. We'll hear from OWEB by the end of January if the Technical Assistance grant for more assessment work was approved. Lee will provide an updated timeline of the deliverables from Cascade by February 5th.
- The Executive Committee is meeting on January 22nd to review and finalize the 2019-2021 Work Plan.

Old Business

None

New Business

The February 19th board meeting will be held at the Drain Civic Center. John Runyon from Cascade Environmental will give a presentation on the work they are doing for the watershed council on watershed assessment and strategic planning.

Adjournment

Elk Creek Watershed Council

Council Coordinator Report

January 10, 2019

Restoration Projects

1. Jack and Hardscrabble Creeks Restoration
 - OWEB will let us know by the end of January if this project will be funded. It fell just below the cut-off line for funding during the last grant cycle.
 - Walt Barton is designing a railcar bridge on Jack Creek for the landowner. I'll secure ODFW and NMFS fish passage approval of the engineering design.
2. Lower Jack Creek Erosion Control
 - I'm monitoring the tree revetments, to track sediment accumulation and willow growth.
3. Lower Jack Creek Livestock Water
 - The OWEB Umpqua Small Grant team approved \$15,000 for an off-channel livestock water system for the west side of Jack Creek at the old Hergert place. The landowner will fence the creek. The work will be done this summer.
4. Lower Jack Creek Instream Habitat
 - I will be submitting grant applications this spring to fund instream habitat restoration work (8 sites, 46 40' logs, 185 boulders) at the old Hergert place, now that there's a plan to exclude livestock from the creek.
5. Kennerly Stream Protection
 - The OWEB Umpqua Small Grant Team declined to fund this project, asking if the 160' culvert could be shortened for the sake of overall stream health. Walt Barton and I will address this concern and re-submit the grant application by February 15th.
6. Turkey Crick Livestock Water
 - The OWEB Umpqua Small Grant Team declined to fund this project, requesting some additional riparian fencing to accompany the off-channel livestock watering system. I am resubmitting the grant application by February 15th.
7. Douglas County Parks Riparian Planting
 - The County Parks Director would like to apply for OWEB Small Grant funds to re-plant some open spaces at three county parks adjacent to waterways. The Umpqua Small Grant Team's first look at these projects is that they don't qualify for funding, but a different planting project could be of interest.
8. OWEB Small Grant Program
 - The OWEB Umpqua Small Grant Team scheduled additional application deadlines for the remainder of the biennium: February 15, March 15 and April 15. I expect there to be funding available for two additional projects, and am exploring options.

9. Ellenburg Creek Habitat Improvement

- I am working on an OWEB restoration grant application due in April for instream work on Ellenburg Creek, with Seneca as the primary landowner. I hope to incorporate new assessment/analysis work by Cascade Environmental into the application.
- DEQ has listed Ellenburg Creek for 'Biocriteria', which is based on the macroinvertebrate population as a representation of overall stream health.
- Tom Woolley has removed the log 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. The rapid bioassessment survey crew will check for juvenile coho next summer.

10. Yoncalla Oil Spill Funded Projects

- There is \$180,000 remaining in this fund for wetland-oriented projects.

Communications & Outreach

1. Umpqua Beaver Working Group

- I attended the quarterly meeting of the Umpqua Basin Working Group at the Roseburg BLM. OSU is doing research on beavers in the Umpqua, including sites in the Elk Creek watershed.

2. Brochure

- Susan Applegate will help design a tri-fold brochure on the watershed council, to be mailed to everyone in the watershed this spring.

3. Coho-ho Christmas Trees

- This program will not be held in 2019. I am arranging an alternate educational activity with Jeff McEnroe for the Yoncalla science class that participated last year.

Executive Director Report

15 January 2019

Outstanding OWEB Small Grants:

- I.) **Bills Creek Habitat Improvement: (#07-14-005)**
 - A monitoring report will be submitted in 2019.
- II.) **Zuiches Riparian Improvement: (#07-14-006)**
 - A monitoring report will be submitted in 2019.
- III.) **Yoncalla Creek Livestock Crossing: (#07-16-007)**
 - A monitoring report will be submitted in 2020.
- IV.) **Fitch Creek Culvert Removal: (#07-16-008)**
 - Final report and fund requests have been submitted to OWEB.

Watershed Council Assessment & Planning Projects:

- V.) **Cascade Environmental Data Evaluation & Strategic Plan:**
 - Cascade Environmental has entered all the data from the ODFW stream surveys, and from our surveys completed in 2015 and 2016, and developed a GIS-database to summarize and query the data.
 - They just finishing setting up ODFW's HabRate model on the data to identify the quality of the habitat in reaches throughout the watershed.
 - We're starting to look at the criteria that will help develop a multi-year restoration strategy for the Council. This will be a big step in moving the Council away from a totally opportunistic approach to restoration, and form the basis for a strategic approach, something that OWEB expects from what it considers to be a "high functioning council."
 - I've started outlining a framework for how we will use the restoration strategy to guide the development of restoration projects.
- VI.) **Big Tom Folley Assessment and Restoration Planning: (#219-2042)**
 - We submitted an OWEB Technical Assistance grant to do bioassessment data collection, and to develop a detailed restoration plan, for Big Tom Folley Creek. This will be presented to Seneca Jones land managers to gain their support for restoration projects in the Big Tom Folley Watershed.
- VII.) **Watershed Assessment/Bioassessment (BLM):**
 - We still have funding to complete another 10-15 miles of stream survey. This can be used to match OWEB-funded survey work in Big Tom Folley in summer of 2019.

Watershed Council Management:

VIII.) OWEB Council Support Grant:

- The Council's federal and state, non-profit tax returns were submitted in November. If any Board member is interested in reviewing these, please let me know.
- The annual financial and progress reports for the BLM RAC grants were submitted in December. One of these was the final report for the assistance agreement that expired in September; the other won't expire until 2021.
- The Council's Annual Report which is required to be sent to the County Commissioners has been completed
- A fund request was submitted to OWEB for Council expenses up to the end of December. This will guide the development of the Council's 2019-2021 budget.
- I've started working on the OWEB work plan for 2019-2021. This will be a large part of the Council Support application which is due March 4th. The Council needs to review and approve the work plan.

IX.) Umpqua Basin Collaborative:

- There have been no meetings since the May 17th meeting that drafted the Memorandum of Understanding that the signing partners 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

X.) Douglas County CREP:

- The quarterly reports and fund request for October to December are being completed, and are due January 15th.
- One of the signatures required on this report is from the Farm Services Agency (FSA) which is shutdown until the government re-opens. I can only assume that OWEB will take this into account and not withhold our payment the majority of which goes to the CREP Technician's salary.

XI.) Oregon Weed Board Grants:

- Applications for the 2019 Weed Board grants were submitted to OWEB in December.
- Payment for the second of the Weed Board grants has been received.
- Douglas SWCD is working on the final report for the Distaff Thistle grant. This will allow us to submit the final payment request. There is some additional work to be done on the Portuguese Broom grant which expires April 30th.

XII.) NRCS Farm Bill Assistance:

- OWEB has offered a new grant category that will fund technical assistance support to the NRCS which administers the federal farm bill programs. An application for \$33,905 was submitted in December for the Roseburg District.
- Both the Douglas and Umpqua Soil and Water Conservation Districts, the Elk Creek Watershed Council, and PUR will participate. Depending on availability and technical expertise, this will allow NRCS to contract out part of its workload for things like site visits and practice documentation.
- The Elk Creek Watershed Council will be the fiscal agent for the Umpqua if the grant is approved.

XIII.) BLM Assistance Agreement:

- Our current BLM Assistance Agreement has a balance of \$62,784.00 for bioassessment work, and for habitat improvement in Jack Creek. This agreement expires in September, 2021.