



## *Minutes*

Luckiamute Watershed Council

August 9, 2018, 7 p.m. - 9 p.m.

Volunteer Hall – 144 S. Warren St. Monmouth, OR 97361

### Introductions:

**7:00-7:05** Call to order *Patrick Melendy, President*  
Introductions – Guests and Council Members *ED Kristen Larson*; Members: *Dan Farnworth, Wendy Hudson, Gail Oberst, Patrick Melendy, Mark Hazelton*; Guests: *Sharon Safina, interested landowner, and Rod Killen, assisted Gail with video application to Maps - funded Love Your Watershed, commercial contractor background then got into video, involved with Ash Creek Arts Center, recommends better resolution on pics & video and better sound quality for future use.*

Minutes – **Proposed Action:** Approve June 14, 2018 Minutes (*Attachment A*), *Wendy would like followup with Judy Beebe on whether our budget presentation is done in the most understandable manner. Question on equity cushion. Minutes approved.*

Time and attendance sheets – *complete in meeting or online*

**7:05 – 7:10 Public comments** *All present*

### **7:10 – 7:15 Mission Moment & Questions / Comments on Committee Minutes / Activities**

*Approval of respectful tone of discourse*

*Thanks to participants in 4<sup>th</sup> of July Parade (including Polk SWCD)*

*Appreciate being able to show people what we do, looking at the plants at the LSNA and improvement from original blackberry-covered state.*

### Presentation:

**7:15 – 7:30 Upper Ritner Creek Project Overview / Update**, *Kristen Larson, ED*

*Report – project area on map, below the falls, temperature monitor location, most owned by Hancock Timber, small upper piece is BLM. NetMap scoring shown with red high potential/high priority. Ritner was heavily splashdammed to move the timber – records show placed every 100 yds, dynamiting the creek every 100 yds, no evidence for all that now but documented as past practice. Extensive bedrock channel is the issue – no sediment/gravels, lacking conditions good for fish. Reach is timber 40 yr old firs, able to thin and use, thanks to Hancock, able to use the wood on site (can't be harvested for sale). Historically conifers (cedar, douglas fir) logged and didn't come back except where timber stands were planted of doug fir for harvest, not allowed to harvest now. Buffer zones increased for fish bearing waterways. LWC planting conifers now. Lower reach has reed canary grass patch. Added logs (some with rootball, better to retain stuff in water) to retain bedload and improve channel interaction. Was supposed to happen in August but PM Steve Trask had to shuffle so 26 of 27 structures done in July – all on Hancock land done, remaining on BLM, paperwork to be done by BLM to allow, plan to go see if sufficient notice.*

*Suzanne made a webpage for the site with video and before/after views.*

### Business:

**7:30 – 7:45 Education and Outreach Committee Report**

*Patrick, President*

Love Your Watershed 2017-18 Survey Responses – *Attachment B, Discussion (10 minutes)*

*Lots of positive feedback. ~ 70% of responses were from older people, would like to shift to get younger people input (and also ask the older people for contributions), how to get people who*

*are interested but don't come to the events?, add Sunday activities (one of the requests), make more family-friendly activities, make less rigorous activities, good suggestions for future Suds n Science activities*

Single Point of Contact Policy – Action Item (Attachment C, 5 minutes)

*Action: Adopted Single Point of Contact Policy*

**7:45 – 8:10 Treasurer and Finance Committee**

*Dan, Treasurer*

May and Preliminary June 2018 Monthly Reports – (Attachments D, E, F)

*June financial statements are still preliminary; have May report, reviewed status.*

*\$11,475/month YTD is the average non-project expenses: this is what is needed to keep the office open at current levels. This is one reason fundraising is important. Project and project manager expenses are separate. Question on budget – Kristen overestimated cost of bookkeeping support, this was the first year we have been completely separated from Marys River (or any fiscal sponsor) and so far has cost less than expected.*

*Other variations in cost. Higher rent at new location is one.*

*Question why June not done. Some closeout still needed on some accounts for year end(ends on June 30). Some have to do with equity, some admin entries, how to value in kind contributions for reporting on form 990, a lot of extra work associated with year end.*

*Question to confirm \$11,475/month is our baseline for non-project costs. Yes, at current levels.*

Approve online bill pay vendors per updated Internal Controls Policy – Action Item Kristen

*Action: Approved using online bill pay method for monthly bills to: Kaiser Foundation Health Plan (medical), PacificSource Health Plans (dental), Minet (telephone / internet), and C&R Land Company (landlord).*

Approve investment into CD – Action Item, Attachment G

*Dan*

*Money market account was paying .2%, now paying .5%, over \$100,000, can take advantage of CDs and do better. Risk – penalty for early withdrawal. Requires money management. Also facing risk of inflation, money is losing value at the rate of inflation. Start small with general fund money, unrestricted funds, to see how it work. Discussion, reflect values of corporation consistent with watershed goals. Finance committee oversight, authorize executive director to invest. Results will be communicated back afterward.*

*Action: Approved ED to invest \$10,000 of General Fund money into a 6-month CD, with requirement the CD is insured.*

**8:10 – 8:25 Fundraising Committee**

*Kristen, ED*

Building our network – 10 minute exercise, Attachment H. Forms to Kristen. Can also enter online or send email.

**8:25 – 8:55 Executive Director Report**

*Kristen, ED*

Oregon Parks and Rec Department Agreement – Attachment I, Review (10 minutes)

*Not for adoption tonight, items still to be discussed and worked out, DOJ in review of similar agreement with Calapooia Council now, anything coming out of that review may also change this, please let Kristen know if you are uncomfortable with anything in this*

*Confirm our insurance is not invalidated and covers this*

*Do we have a sexual harassment policy that will meet the requirement in the contract? Or is what we do have and are satisfied covers it sufficient, we can rely on and sign.*

Funding early reveg PM and contractor time at LSNA.

Comments needed to Kristen by the end of next week.

We won't have a lot of leeway to change boilerplate in contracts with state agencies, the exhibits should be our focus. Duration - end of 2020.

Sept. 5 Open House – Planning Discussion (10 minutes)

Kristen, ED

Not feeding a meal, drop in, come & go, the Ehlers are bringing cookies, can drop by and bring snacks. Will have a raffle, if anyone has something to donate. Lawn games. Help before and after always useful. Meet & greet occasion. Will have a quarter-page announcement to distribute, come by office or print & cut yourself, Kristen will send file. Invite anyone local.

Grant Proposals for Board Approval - Attachment J (5 min)

Discussion. Approved.

<b>Funder</b>	<b>Project</b>	<b>Notes</b>	<b>Estimated Amount</b>	<b>Due Date</b>
Maps Credit Union Community Foundation	Love Your Watershed	OC time to continue to plan LYW events	\$2500 (actual)	July 13 - submitted
Autzen Foundation	Landowner Education & Stewardship Series	Landowner stewardship workshops as we transition out of Knotweed project, Ash Creek project, Model Watershed Reveg.	\$7,000	August 1 - submitted
OWEB Small Grant	"LP3" – Luckiamute, Price, Plunkett, Pedee Creeks	For <ul style="list-style-type: none"> <li>Fencing on Pedee (~300ft.)</li> <li>Reveg expansion on Plunkett (additional 0.5 acres)</li> <li>PE for Plunkett site (expanded from 5.5 to 6 acres)</li> </ul>	~\$10,000 Update – will be request of about \$15,000	August 13
Gannett Foundation	Love Your Watershed	OC time and event costs Update: Kristen spoke to local rep; not accepting proposals until their Feb. 2019 grant cycle	~\$4500	August 17
OWEB, MMT, and Bonneville Power Administration (BPA)	LSNA Floodplain Reconnection and Floodplain Forest Revegetation	Modified project scope based on feedback from review team after pre-proposal and site visit – reduce scope of floodplain reconnection and add in 20 acres of remaining reveg	~\$600,000	August 17
Travel Oregon Competitive Grants Program	Willamette / Ash Creek Interpretive signage	Interpretive signs (ecological, cultural, historical) in partnership with City of Independence Update: City of Independence to be applicant. LWC to submit letter or support and seek other funding	~\$15,000	August 29

Other ED Updates – Updates, confirm dates of events, Attachment K (10 minutes)

**8:55 – 9:00**     **New Business**

All present

None.

*The LWC envisions communities working together to create vital, vibrant watersheds of thriving native fish populations and diverse, healthy habitats shared by people, plants and animals.*

## Projects

<i>Application Pending*</i>	<i>Recruit &amp; Development</i>	<i>Design &amp; Permits</i>	<i>Implementation</i>	<i>Maintenance &amp; Monitoring</i>	<i>Notes</i>
Reser Family Foundation— for 2018-2019 Love Your Watershed Series <sup>1</sup>		Expand the Benefit Site 2 (Little Luckiamute) Riparian Reveg	<b>REVEG:</b> LSNA Phase III, Expand the Benefit Site 1 (Luckiamute), MMT MW “LP3” Reveg, Maxfield Creek Reveg	<b>REVEG:</b> LSNA Phases I & II; Model Watershed Upper Luckiamute Phases I & II; Fencing/Reveg; Ash Creek	1 –not funded
Maps Community Foundation and Autzen Family Foundation <sup>2</sup>			Upper Ritner Creek Splash Dam Recovery Project	OWEB Small Grants: Ritner Creek Park Enhancement & Willow Staking	2 – Submitted July and August for Love Your Watershed Series
LSNA Floodplain Reconnection Project – invited for full proposal, due Aug. 17		BLM Secure Rural Schools (Title II) – Survey / Design for S. Fork Pedee Enhancement	Love Your Watershed Community Science Series (EnO committee)	OWEB TA - NetMap Modelling and Field Surveys & MW Culvert Assessment	
		OWEB Small Grants: Woods Creek culvert removal	OWEB - Knotweed Control Expansion (with ongoing outreach)	<u>MW – Instream Projects:</u> Maxfield Creek Phase II, Side Channel, Bridge Piers Modification; Upper Price Creek, Wolf Creek	

### Next Meetings/Upcoming Events

- August 15 – EnO Committee meeting, PSWCD office, 12:30 – 1:30pm
- **August 21 - Strategic Planning meeting #3, at Monmouth Library, 3-6pm + dinner**
- August 29 – EC meeting, LWC office, 3-5pm
- Sept. 4 – Finance Committee meeting, LWC office, 4 – 5:30pm
- **Sept. 5 – LWC Open House, LWC Office, 4-7pm**
- Sept. 6 – PRC Meeting, Location TBD (likely Monmouth Library), 5:30 – 7:30pm
  - **Board invited!** Karen Hans to give ~15 minute pres.on LT WC cutthroat trout migration study
- Sept. 11 – EnO Committee meeting, PSWCD office, 12:30 – 1:30pm
- **Sept. 13 – LWC Board Meeting, Location TBD, 7-9pm**
- **Sept. 17 – Long Tom WC peer-to-peer FR Training, Location TBD, 1-4pm want to have as many as possible, especially the fundraising committee, all welcome**
- *Sept. 23 – Luckiamute Confluence Tour, Registration Required, 4 spots left Greenbelt Land Trust is handling the registration, <http://www.luckiamutelwc.org/luckiamute-tour.html>*
- Sept. 26 - EC meeting, LWC office, 3-5pm
- October 2 - Finance Committee meeting, LWC office, 4 – 5:30pm
- October 9 - EnO Committee meeting, PSWCD office, 12:30 – 1:30pm
- **TUESDAY October 9 – LWC Board meeting, Volunteer Hall, 7-9pm**

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