



**UMPQUA SOIL AND WATER CONSERVATION DISTRICT
MONTHLY BUSINESS MEETING MINUTES**

October 17, 2024

Directors Present:

Chair Nathan Baumgartner
Director Tom Black
Director Beth Frakes
Director Bob Miller

Staff Present:

District Manager/Conservation Planner Rhonda Black

Agencies Present:

Karin Stutzman – Oregon Department of Agriculture (ODA)
SWCD Program Lead

Others Present:

Kate Baumgartner, Dawn Miller

MEETING CALLED TO ORDER:

The Chair Baumgartner called the meeting to order at 6:30 p.m.

FISCAL PROVIDER REPORT:

Fiscal Provider Graham explained the financial report for the month ending September 30, 2024.

Page 1 - The Balance Sheet. It shows total current assets of \$37,055.52 and total liabilities & Equity of \$37,055.52.

Page 2 - Check Register - General Checking - started the month with \$43,123.88 and ended the month with \$35,265.52.

Page 3 - Statement of Activity - Total Income: \$35,806.18 and total Expenses: \$36,038.33. Leaving a cash balance of \$35,333.99.

Page 4 - Monthly Comparison – As of September 30th - Income: \$1,247.85 and total Expenses: \$7,544.16. Cash balance of \$35,333.99.

Page 5 – Reports that are due, PTO balances, and beginning of Individual Grant and/or funding source details.

Page 6 through 9 – Individual Grant and/or funding source details.

Fiscal Provider Graham explained the 60% up-front funds request process through the Oregon Watershed Enhancement Board Small Grant Program and how there can only be two funds request through the small grant program. The up-front 60% first request and the second/final request.

APPROVAL OF BILLS & TREASURER’S REPORT FOR AUDIT

Chair Baumgartner made a motion, 2nd by Director T. Black to approve the bills and the September 2024 Treasurer’s Report. The motion **unanimously passed**.

APPROVAL OF MINUTES

The February 10th Meeting and March 3rd Special Meeting minutes for 2022 were not yet completely transcribed, but will be available at future meetings. All were lengthy meetings.

Chair Baumgartner made a motion, 2nd by Director T. Black to approve the September 12, 2024 Business Meeting minutes. The motion **unanimously passed**.

STAFF REPORT:

Conservation Technician/District Manager Rhonda Black:

October 17, 2024

- OWEB:
 - 2023-2025 District Operations Capacity Grant –
 - Agriculture Water Quality Plan written for Phase 1 for the Costa Ranch.
 - Quarter 5/September newsletter written, emailed, and mailed via postal service.
 - Quarter 5 reporting completed and submitted to Beth Pietrzak and Sandi Hiatt on October 14th.
 - Quarterly “Check-In” meeting scheduled for October 28th with Beth Pietrzak.
 - Updated SWCD website with Umpqua SWCD meeting agenda and minutes, November 11th Project Tour, and November 6th Oregon Central Coast Forest Collaborative. "Connectivity Panel" public meeting information for recruitment.
 - Still looking for an appropriate grant to fund soil tests for both Umpqua & Douglas SWCDs, which will also provide a service necessary for NRCS.
 - OWEB Small Grants Program:
 - OWEB Small Grants Status:
 - Otter-Baumgartner Ranch Livestock Exclusion – 60% of the funds have been used with the majority going to materials and supplies. The landowner has scheduled the gutter and downspout installation for spring 2025. This project is over 75% complete.

- Providence Creek Runoff Management – 60% of the funds have been used with the majority going to materials and supplies. This project is over 75% complete.
- Parent Ranch Livestock Exclusion Phase 1 – 60% of the funds have been used with the majority going to materials and supplies. All of the supplies have been purchased for this project and the fencing is 100% complete. The final step is the heavy use areas at the gates and elk jumps. The landowner had knee surgery at the end of August, therefore, the project will be completed at a later date.
- Elk Creek Riparian OWEB Small Grant – 60% of the funds have been received from OWEB. Project work has been completed by SWCD contractor, Ruwaldt Consulting. Armenian Blackberry has been removed and site has been prepped and planted with willows, other native plants such as dogwood, and native seed. Willow fascines and willow walls are in place. Landowner is watering site and plants and seeds are already starting to grow out. Soil sample of site has been taken and report has been received and provided to landowner. Summer 2025 will be for blackberry regrowth management and control, along with watering.
- Costa Ranch Runoff Management – Grant application submitted September 14th for \$15,000 for gutters, downspouts, drainage line, geotextile fabric, and gravel for the heavy use protection area. Waiting for the small grant team to review.
- Small Grants Pre-Project Tours –
 - Tour scheduled for Monday, November 11th from 3 to 5 p.m. We will be meeting at the Providence Creek Runoff Management site, looking at the site, answering questions, and then walking to the Parent Ranch Livestock Exclusion Fencing site and answering questions there. Information about the tour is in the newsletter, on the website, and a press release was sent to local newspapers, radio, and television news stations. Unfortunately, The Dunes News is no longer in publication.
 - NRCS District Conservationist Annie Morison has already requested a tour for the Lincoln SWCD Board of Directors this fall or later this winter.
- OWEB TA Grant:
 - Application submitted to OWEB on 04/26. Contractor and District Manager working on this for 3-farm bridges, 2 other bridges/culverts, and a tidegate structure. This will be for the design, engineering, and permits.
 - Matching grant from ODFW for \$2,500 will need to be obtained.
 - Geotechnical site visit has been completed.

- Lots of meetings with engineer.
 - Unfortunately, the OWEB review team recommendation for this grant was, “Do Not Fund”. The OWEB review team recommendation is available from the OWEB Grant Management website. We’ll review the evaluation and apply recommendations and then go from there to reapply to the program.
- BLM:
 - BLM Secure Rural Schools and Community Self-Determination grant, “Umpqua Noxious Weed Control” for both contractor and myself. Waiting to hear back from the BLM on this.
- PARTNERSHIPS:
 - Umpqua 7, Coos 4, Mid-Coast 3 OWEB Small Grant Teams –
 - Umpqua 7 –
 - Working with Lee Russell and Elk Creek WC Contractor.
 - Elk Creek Watershed Council is in the process of dissolving.
 - Possibility of new partnership with new Elk Creek group.
 - Small Grant Team:
 - We are negative \$213 for the small grant team applicants for the 2023-2025 biennium after the last small grant submission window.
 - Coos 4 – No new news.
 - Mid-Coast 3 – No new news.
 - Partnership for the Umpqua Rivers –
 - No September meeting.
 - Not sure when tour of Glover site will occur.
 - Glover Lands Estuary Enhancement Project –
 - Keven Keller wants Umpqua SWCD to design the livestock watering system and obtain quotes for the materials and supplies. Will need to work with landowner in order to achieve this. PUR Executive Director Keller said he could provide some funding to the SWCD through PUR for SWCD performing this service. We will find out.
 - All four bridges are installed and the re-channelization work is in-process.
 - South Coast Tide Gate Collaborative – No new news.
 - Tide Gate Affinity Group – No new news.
 - State Tide Gate – No new news.
 - Providence Creek Area Updates:
 - Port of Umpqua
 - Providence Creek Tide Gates –
 - The Providence Creek Study Grant to Business Oregon has been awarded in the amount of \$160,000.

- ODFW grant for \$40,000 match will need to be written and our consultant will do that this winter.
 - Port of Umpqua approved contracting with Ruwaldt Consulting at their October 16th Port meeting.
- Leeds Island Park and Restoration Project –
 - City Council approved Council Letter 024-036 at the 05/06 meeting, 4 out of 5 Council members. One member of the public spoke up highly in favor of the project. No members of the public spoke up against the project. The letter authorizes Umpqua Soil Water Conservation District, working with Matt Ruwaldt Environmental Consulting and Oregon Parks and Recreation Department on a local Government Grant Program, to move forward planning a Leeds Island project.
 - A grant to ODFW in the amount of \$40,000 will be written for TA.
 - A grant to the Oregon Parks & Recreation Department Grant will need to be written for acquisition. Written by Contractor and submitted by City of Reedsport as this grant must be submitted by a city.
- Additional Information:
 - Weekly meetings with Engineer.
- Douglas County –
 - Douglas County Special Projects. Continuing to work with assisting Tracy Pope with her grant.
- Smith/Umpqua/Dunes Stewardship Group – Represented the SUDS group at both of the full coastal stewardship group meeting on October 2nd and 7th to review Off-Forest Wyden Fund grants that were submitted.
- DEQ Umpqua TMDL Implementation – Attended meeting on October 8th. Sarah Sauter with DEQ will be visiting Reedsport and Elkton for a tour of our projects in January 2025.
- Forest Service –
 - Tsalila –
 - Agreement extension received until 2026.
 - Tsalila was held September 24th-26th and setup happened on 09/23 and clean-up on 09/27.
 - New to the event was Oregon Coast Aquarium station. This year we had volunteers from Siuslaw Watershed Council operating the “Stream Box”.
 - If anyone would like to assist with this event in the future, please let me know.
 - The addition of bringing back the Tsalila Event T-shirts was a big hit among presenters.

- Oregon Central Coast Forest Collaborative – Attended meeting on September 13th and October 11th. Next meeting is on November 6th.
 - Umpqua Oaks Partnership – Steve Denney who was the executive director has retired as of September. Eric Riley stepped up and took over Steve’s position, but has been called up by the National Guard to hold a position at the Pentagon, so I’m not sure who his interim replacement will be or when the next meeting will be.
 - Umpqua Native Plant Partnership – Will be working with Morgan Fay to obtain plants for Glover Project along with Cris Salizar with PUR. Will meet with Morgan either late September or October to discuss options through the UNPP.
 - Hydro Breakfast Meeting – Attended meeting on October 3rd. Next meeting on November 7th.
 - USDA/NRCS –
 - AgLearn – from what I have gathered via the few emails I received that I will need to somehow access another person’s NRCS computer and take the Computer Security Awareness Training online using their online platform, which, I know from experience, that I will not be able to access without a Lincpass. So, I’m once again on a perpetual loop of not being able to access the training.
 - Douglas Weed Management Area – Wrote a letter of support for Douglas SWCD to apply for funding for our weed management area to put on “Weed Day”. This is something we’ve done in the past, but not for several years now.
 - Oregon Association of Conservation Districts (OACD) – Took survey.
 - Oregon Conservation Education Association Network (OCEAN) – No new news.
 - Oregon Coastal Zone Management Association – Attended the Executive Board meeting on September 27th. The Association of Oregon Counties is breaking their contract to provide administration for OCZMA. OCZMA is required to be in place by Oregon Statute. OCZMA provides insight for SWCDs, the fishing industry, wave and wind energy, the state of salmon in Oregon, and so forth, sometimes through legislation. OCZMA also holds a voting seat on the Oregon Coastal Planning Advisory Committee.
 - Oregon State University Extension Service –
 - Best Fields First is a workshop series where landowners learn to find which field is their best and start with that field for renovation for their particular ag practice. Umpqua SWCD presented information on funding programs available that fund ag practices on the evening of September 26th.
 - Oregon Climate and Agriculture Network – Will be attending the Soil Health Network Regional HUB meeting January 21st and 22nd in Corvallis.
- TECHNICAL ASSISTANCE:
 - Elk Creek Riparian Restoration Projects:

- 5 properties involved with this project, one of which is already being worked on through a small grant. Hoping to work with the City of Elkton on these projects, which will fit into their DEQ TMDL plan. This is a stretch of Elk Creek within the City limits of Elkton where there is little to no shade on the creek, and the riparian has been invaded by Armenian Blackberry and at least two different kinds of ivy, along with Reed Canary Grass.

Ongoing TA:

- Continuing to work with Butler Creek landowner on future OWEB Small Grant to reduce Ag runoff from barn by placing gutters and downspouts. Hoping to fund a water collection storage tank for piping water to livestock water tank on hardened pad.
- South Side Smith River. Will be following up with water quality plan and OWEB Small Grant.
- Contact made with Smith River ranch owner who is interested in bridges, livestock exclusion fencing, off-stream watering, tide gate replacement, etc. Follow-up in process. Will visit ranch this summer to begin AgWQ planning, mapping, etc. Will follow up in November with Umpqua SWCD Contractor for additional site visits and recommendations.
- South Side Smith River. Landowner called requesting assistance with mud and manure through the OWEB Small Grant program. Site visit scheduled for October 24th.
- Possible in-stream work, riparian buffer and grant for project at Wild Azalea Vineyards. Will need SWCD Contractor's assistance with this and will make a site visit with him upon his return in November.
- Providence Creek – Landowner called about fill and removal, levy repair, fencing, etc. Will follow up in November when Consultant is available.
- Multiple soil tests requested. Will follow up with landowners and schedule site visits.
- ADMINISTRATION:
 - Financial documents, statements, timesheets, etc. recorded, filed, and loaded into Google Drive for Fiscal Provider.
 - Meeting information provided to Directors, and ODA WQ Specialist & Program Lead.
 - Business Meeting notice provided to media, electronic notice list.

Karin Stutzman – Oregon Department of Agriculture

- Umatilla SWCD is in the same situation as Umpqua with their watershed council. Definitely want to keep Elk Creek Watershed in place in some fashion. ODA might be able to facilitate that process.
- Oregon Association of Conservation Districts (OACD) Conference had a lot of great information available to Districts.
- Provided information on several different grants.

- Soil and Water Conservation Commission (SWCC) was held at the OACD conference.
- National Association of Conservation Districts (NACD) has outreach templates available for free to Districts.
- OACD will put their Power Point Presentation on their website.
- ODA SOW with the 2025-2027 Biennium will require a 5% match. Any of the SWCD meetings can be used as match along with the monthly check-in meetings with the AgWQ Specialist, and anything the board members do can be counted as in-kind match.

DIRECTOR REPORTS:

None.

BUSINESS ITEMS

1. Oregon Association of Conservation Districts Board Ballot – Action Item

The District Manager explained the voting process for the OACD Board Ballot. Candidates have self-nominated for the two positions listed. There is **one vote per district** and those votes are due by November 30th.

The two positions are:

Northwest Oregon Region: Al Hrynyshyn, Director, Upper Willamette SWCD (incumbent)

Southern Oregon Region: Justin Ferrell, District Manager, Lake County SWCD & Fort Rock-Silver Lake SWCD (incumbent)

Chair Baumgartner made a motion, 2nd by Director Miller to vote for Al Hrynyshyn for the Northwest Region and Justin Ferrell for the Southern Oregon Region. The motion **unanimously passed.**

2. Personal Service Contract Policy

Tabled.

FUNDING COMMITTEE

Reports and follow up to items.

No new news.

ADJOURN MEETING:

Meeting adjourned at 7:20 p.m. by Chair Baumgartner.

NEXT MEETING DATE

The next business meeting for the Umpqua Soil and Water Conservation District is scheduled for November 14, 2024 at 6:30 p.m. by Go-To-Meeting teleconference and/or by computer, tablet or smartphone.

Respectfully submitted,
Rhonda Black
District Manager/Conservation Planner
Recorder