



AGENDA

UMPQUA SOIL AND WATER CONSERVATION DISTRICT MEETING
November 14, 2024, 6:30 PM

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/UmpquaSWCD/umpquasoilandwaterconservationdistrictmeeting>

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Access Code: 600-516-765, United States (Toll Free): [1 866 899 4679](tel:18668994679)

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CALL TO ORDER

FISCAL PROVIDER REPORT

Tanya Graham – Bookkeeping Updates

APPROVAL OF BILLS & TREASURER'S REPORT FOR AUDIT

- October 2024

APPROVAL OF MINUTES

- 2022: 02/10 Meeting, 03/03 Special Meeting
- 2024: 10/17 Business Meeting

STAFF REPORTS

CONSULTANT REPORTS

AGENCY & ORGANIZATION REPORTS

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

Beth Pietrzak – Oregon Department of Agriculture (ODA) Regional Water Quality Specialist

- ODA Review Quarterly Capacity Grant Report with Umpqua SWCD Board – Discussion

DIRECTOR REPORTS

BUSINESS ITEMS

1. Oregon Coastal Zone Management Association Representative and Alternate – Action Item
2. Personal Service Contract Policy

FUNDING COMMITTEE

Discussion and Reports

ADJOURN

NEXT MEETING DATE

- The next business meeting for the Umpqua Soil and Water Conservation District is scheduled for December 12, 2024 at 6:30 p.m.

water * livestock * pasture * woodlands * fish * streams * wildlife
Telephone: (541) 662-1341, Email: rhonda@umpquasoilandwater.com

As part of public policy, the Umpqua Soil and Water Conservation District will attempt to provide public accessibility to services, programs and activities. If accommodation is needed at this meeting please contact the Umpqua SWCD office at 662-1341 at least 48 hours prior to the scheduled meeting time.

**Umpqua Soil and Water Conservation District
Balance Sheet**

ASSETS:		<u>October 31, 2024</u>
Current Assets:		
Checking/Savings		
First Community Checking		16,404.14
First Community Savings		68.47
Total Checking/Savings:		16,472.61
Accounts Receivable:		
Accounts Receivable		24,148.50
Total Accounts Receivable:		24,148.50
Other Current Assets:		
Prepaid Workers Comp		658.20
Total Other Current Assets:		658.20
Total Assets:		41,279.31
LIABILITIES & EQUITY:		
Liabilities:		
Current Liabilities:		
Paid Time Off Liability		10,846.99
Total Current Liabilities:		10,846.99
Accounts Payable:		
Accounts Payable		4,793.58
Total Accounts Payable:		4,793.58
Equity:		
Retained Earnings		26,871.98
Net Income		(1,233.24)
Total Equity:		25,638.74
Total Liabilities & Equity:		41,279.31

Net Income

Income		61,129.41
Expenses	-	62,362.65
Net Income		(1,233.24)

Retained Earnings

Cash at Beginning of Year 7/1/2024		28,477.22
Accounts Receivable Balance 6/30/24	+	8,469.00
Prepaid Workers Comp Balance 6/30/24	+	933.70
Paid Time off Liability Balance 6/30/24	-	11,007.94
Accounts Payable Balance 6/30/24	-	0.00
Retained Earnings		26,871.98

**Umpqua Soil and Water Conservation District
Registers - Accounts Receivable, Accounts Payable
October 2024**

Date	Num	Name	Account	Grant Name	Original Amount
First Community Checking				Balance as of 10/1/24	35,265.52
10/16/24		Deposit	Grant Funds	USFS Tsailila 2022	1,058.97
10/4/24	EFT	QuickBooks Payroll	Processing Fee	23-25 ODA Dist Operations	(3.50)
10/18/24	EFT	QuickBooks Payroll	Processing Fee	23-25 ODA Dist Operations	(1.75)
10/3/24	EFT	Oregon Dept of Revenue	Payroll Taxes - Q4-24	Payroll Fund	(207.55)
10/3/24	EFT	United States Treasury	Payroll Taxes - Q4-24	Payroll Fund	(711.64)
10/17/24	EFT	Oregon Dept of Revenue	Payroll Taxes - Q4-24	Payroll Fund	(244.91)
10/17/24	EFT	United States Treasury	Payroll Taxes - Q4-24	Payroll Fund	(876.24)
10/9/24	EFT	Adobe	Office Supplies	23-25 ODA Dist Operations	(19.99)
10/3/24	EFT	Intuit	Processing Fee	23-25 ODA Dist Operations	(6.00)
10/3/24	EFT	Intuit	Annual Subscription	23-25 ODA Dist Operations	(312.00)
10/3/24	EFT	A2Z Mini Storage	Storage Rent	23-25 ODA Dist Operations	(150.00)
10/3/24	EFT	LogMein	Telephone	23-25 ODA Dist Operations	(5.00)
10/30/24	EFT	AT&T	Telephone	23-25 ODA Dist Operations	(186.20)
10/16/24	EFT	United States Postal	Postage	23-25 ODA Dist Operations	(292.00)
10/14/24	EFT	Staples	Office Supplies	23-25 ODA Dist Operations	(947.49)
10/7/24	DD	Matt Ruwaldt	Contract Services	SOW, Elk Creek	(9,504.50)
10/7/24	DD	Tanya Graham	Contract Services	23-25 ODA Dist Operations	(427.50)
10/21/24	DD	Tanya Graham	Contract Services	23-25 ODA Dist Operations	(308.47)
10/3/24	1650	Matrix Science	Contract Services	23-25 ODA Scope of Work	(76.50)
10/3/24	1651	Oregon Saves	Simple IRA	Payroll Fund	(139.75)
10/17/24	1652	Streamline	Web Hosting	23-25 ODA Dist Operations	(133.00)
10/17/24	1653	Government Ethics Commissior	Dues	23-25 ODA Dist Operations	(151.31)
10/17/24	1654	Oregon Coast Aquarium	Contract Services	USFS Tsailila 2022	(691.00)
10/17/24	1655	Oregon Saves	Simple IRA	Payroll Fund	(162.50)
10/7/24	DD1225	Rhonda Black	Personnel 9/16/24 - 9/30/24	Payroll Fund	(2,078.82)
10/21/24	DD1226	Rhonda Black	Personnel 10/1/24 - 10/15/24	Payroll Fund	(2,282.73)
				Balance as of 10/31/24	16,404.14
First Community Savings				Balance as of 10/1/24	68.47
					0.00
				Balance as of 10/31/24	68.47

**Umpqua Soil and Water Conservation District
Registers - Accounts Receivable, Accounts Payable
October 2024**

Accounts Receivable:			
10/7/24	ODA	23-25 ODA Dist Operations	7,244.50
10/7/24	ODA	23-25 ODA Scope of Work	16,904.00
Total Funds Submitted for Payment			24,148.50

Accounts Payable			
9/23/24	Matt Ruwaldt	07-24-005 Elk	4,716.33
10/18/24	OCZMA	23-25 ODA Dist Operations	77.25
Total Accounts Payable			4,793.58

Prepaid Workers Compensation	
	<i>Prepaid 7/2/23 (23/24 Fiscal Year)</i> 345.94
	<i>Prepaid 6/16/24 (24/25 Fiscal Year)</i> 678.27
	<i>Paid 23/24 Balance</i> 337.08
	<i>Prepaid 24/25 Balance</i> 3.46
	<i>2023-2024 Used</i> (683.02)
	<i>2024-2025 Used</i> (23.53)
Total Prepaid Workers Comp Balance 10/31/24 658.20	

**Umpqua Soil and Water Conservation District
Statement of Activity and Cash Flow Report
July 1, 2024 through October 31, 2024**

	<i>Open</i>	<i>Open</i>	<i>Open</i>	<i>Open</i>	<i>Open</i>	<i>Open</i>	<i>Open</i>
<i>Status</i>	<i>General</i>	<i>PTO</i>	<i>ODA</i>	<i>ODA</i>	<i>07-22-001</i>	<i>07-22-004</i>	<i>07-24-003</i>
<i>Source</i>	<i>Fund</i>	<i>Reserve</i>	<i>DO 23-25</i>	<i>SOW 23-25</i>	<i>Prov</i>	<i>Baum</i>	<i>Parent R</i>
<i>Project</i>							
Income							
Grant Funds			14,489.00	33,808.00			
Admin Income	2,774.64						
Other Income							
Total Income	2,774.64	0.00	14,489.00	33,808.00	0.00	0.00	0.00
Expense							
Admin Expenses							1,079.21
Advertising			96.70				
Bank Fees, Processing	1.34		39.75				
Contract Services:							
Fiscal Provider			1,680.97				
General				2,889.00			
Dues, Fees and Permits			457.32				
Insurance:							
General, Workers Comp	592.51						
Material and Supplies							9,680.51
Office Supplies			2,569.45	34.99			
Postage			292.00	243.45			
Payroll:							
PTO Reserve		(2,560.95)	290.90	1,611.53			90.38
Watershed Tech		2,340.00	2,652.00	13,220.50			871.00
Internet Stipend		12.14	5.81	55.59			3.26
Workers Comp		1.40	1.67	8.42			2.55
Payroll Taxes		207.41	231.10	1,136.22			78.24
Rent:							
Storage Unit			600.00				
PO Box							
Tele/Internet/Web Site			2,030.10				
Travel/Training			60.97	212.39			2.01
Total Expense	593.85	0.00	11,008.74	19,412.09	0.00	0.00	11,807.16
Net Income	2,180.79	0.00	3,480.26	14,395.91	0.00	0.00	(11,807.16)
Accounts Receivable			(7,244.50)	(16,904.00)			
Prepaid Workers Comp	275.50						
Accounts Payable			77.25				
Paid Time Off Liabilities		(160.95)					
Cash Balance as of 7/1/24	9,998.46	11,007.94	6,724.36	(2,835.29)	(2,273.84)	(697.11)	8,932.29
Net Cash Increase for Period	2,456.29	(160.95)	(3,686.99)	(2,508.09)	0.00	0.00	(11,807.16)
Cash Balance as of 10/31/24	12,454.75	10,846.99	3,037.37	(5,343.38)	(2,273.84)	(697.11)	(2,874.87)
			<i>Submitted</i>	<i>Submitted</i>	<i>Need FR</i>	<i>Need FR</i>	<i>Need FR</i>

Note: These funds are still in review and subject to change.

**Umpqua Soil and Water Conservation District
Statement of Activity and Cash Flow Report
July 1, 2024 through October 31, 2024**

<i>Status</i>	<i>Open</i>	<i>Open</i>	<i>Open</i>	
<i>Source</i>	07-24-005	PUR	USFS	
<i>Project</i>	Elk Ck	Glover	Tsalila 2	TOTAL
Income				
Grant Funds	8,998.80		1,058.97	58,354.77
Admin Income				2,774.64
Other Income				0.00
Total Income	8,998.80	0.00	1,058.97	61,129.41
Expense				
Admin Expenses	1,346.00	349.43		2,774.64
Advertising				96.70
Bank Fees, Processing				41.09
Contract Services:				
Fiscal Provider				1,680.97
General	11,790.83		691.00	15,370.83
Dues, Fees and Permits				457.32
Insurance:				
General, Workers Comp				592.51
Material and Supplies			590.00	10,270.51
Office Supplies				2,604.44
Postage				535.45
Payroll:				
PTO Reserve	146.52	99.15	161.52	(160.95)
Watershed Tech	1,196.50	858.00	1,651.00	22,789.00
Internet Stipend	7.18	3.11	12.91	100.00
Workers Comp	7.00	0.70	1.79	23.53
Payroll Taxes	111.68	76.55	135.76	1,976.96
Rent:				
Storage Unit				600.00
PO Box				0.00
Tele/Internet/Web Site				2,030.10
Travel/Training	192.29	26.80	85.09	579.55
Total Expense	14,798.00	1,413.74	3,329.07	62,362.65
Net Income	(5,799.20)	(1,413.74)	(2,270.10)	(1,233.24)
Accounts Receivable		8,469.00		(15,679.50)
Prepaid Workers Comp				275.50
Accounts Payable	4,716.33			4,793.58
Paid Time Off Liabilities				(160.95)
Cash Balance as of 7/1/24	0.00	(2,285.96)	(93.63)	28,477.22
Net Cash Increase for Period	(1,082.87)	7,055.26	(2,270.10)	(12,004.61)
Cash Balance as of 10/31/24	(1,082.87)	4,769.30	(2,363.73)	16,472.61
	<i>Need FR</i>		<i>In Process</i>	

Note: These funds are still in review and subject to change.

Umpqua Soil and Water Conservation District
Monthly Comparison
2024 - 2025

	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025	TOTAL
Income													
Grant Funds	24,148.50	8,998.80	1,058.97	24,148.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	58,354.77
Admin Income	0.00	1,411.03	188.88	1,174.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,774.64
Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	24,148.50	10,409.83	1,247.85	25,323.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61,129.41
Expense													
Admin Expenses	0.00	1,411.03	188.88	1,174.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,774.64
Bank Fees, Processing Fee	10.84	9.50	9.50	11.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.09
Contract Services:													
Fiscal Provider	337.50	371.25	236.25	735.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,680.97
General	0.00	0.00	382.50	14,988.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,370.83
Dues, Fees and Permits	40.00	188.76	0.00	228.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	457.32
Insurance	0.00	592.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	592.51
Material and Supplies	9,680.51	0.00	590.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,270.51
Office Expenses:													0.00
Advertising	0.00	48.35	48.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	96.70
Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Postage	204.00	27.30	12.15	292.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	535.45
Supplies	1,284.98	19.99	19.99	1,279.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,604.44
Payroll:													0.00
PTO Reserve	373.19	(452.85)	(512.59)	431.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(160.95)
Watershed Tech	6,006.00	5,291.00	5,447.00	6,045.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,789.00
Internet Stipend	25.00	25.00	25.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
Workers Comp	5.95	3.71	9.51	4.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.53
Payroll Taxes	539.68	475.10	473.43	488.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,976.96
Rent:													
Storage Unit	150.00	150.00	150.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00
PO Box	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Telephone, Internet, Web Site	1,016.16	365.58	324.16	324.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,030.10
Travel/Training	127.30	166.83	140.03	145.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	579.55
Total Expense	19,801.11	8,693.06	7,544.16	26,324.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62,362.65
Net Income	4,347.39	1,716.77	(6,296.31)	(1,001.09)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,233.24)
Accounts Receivable	(24,148.50)	32,617.50	(1,058.97)	(23,089.53)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(15,679.50)
Prepaid Workers Comp	5.95	255.68	9.51	4.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	275.50
Accounts Payable	0.00	0.00	0.00	4,793.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,793.58
Paid Time Off Liabilities	373.19	(452.85)	(512.59)	431.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(160.95)
Cash Balance as of 7/1/24	28,477.22	9,055.25	43,192.35	35,333.99	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	28,477.22
Net Cash Increase for Period	(19,421.97)	34,137.10	(7,858.36)	(18,861.38)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(12,004.61)
Cash Balance as of 10/31/24	9,055.25	43,192.35	35,333.99	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61	16,472.61

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of October 31, 2024**

Report Due Dates Coming up

Grant	Funds to Receive	Due Dates		
2023-2025 ODA Quarterly Report	0.00	1/15/25	4/15/25	7/15/25
07-22-001 Providence	0.00	4/4/25	Final	
07-22-004 Otter/Baumgartner	0.00	7/8/25	Final	
07-24-003 Parent Ranch	0.00	4/16/26	Final	
07-24-005 Elk Creek	0.00	8/10/26	Final	
USFS Tsalila 2	0.00	4/30/25		

Paid Time Off Hour Balance

Vacation Time		Staff			
Hours as of 7/1/24		254.25			
Accrued this Fiscal Year		40.00			
Paid Out this Fiscal Year		0.00			
Hours as of 10/31/24	294.25	Hours	Paid Time Off Liability	\$10,180.95	
<i>(Note 1 - Vacation time is paid out upon separation)</i>					
Personal Time		Staff			
Hours as of 7/1/24		77.25			
Accrued this Fiscal Year		28.00			
Paid Out this Fiscal Year		86.00			
Hours as of 10/31/24	19.25	Hours	Paid Time Off Liability	\$666.04	
<i>(Note 2 - Personal Time is not paid out upon separation)</i>					
			Total Paid Time Off Liability	\$10,846.99	

USFS Tsalila 2

	2024/2025	2023/2024	2022/2023	Total	Budget	Remaining	
INCOME							
Grant Funds	1,058.97	1,814.70	1,506.96	4,380.63	15,000.00	10,619.37	
Total Income	1,058.97	1,814.70	1,506.96	4,380.63	15,000.00	10,619.37	
EXPENSES							
Salary	1,962.98	1,603.66	1,399.00	4,965.64	9,120.00	4,154.36	
Travel	85.09	103.49	69.44	258.02	540.00	281.98	
Contract Services	691.00	0.00	0.00	691.00	2,100.00	1,409.00	
Material and Supplies	590.00	0.00	239.70	829.70	3,240.00	2,410.30	
Total Expenses	3,329.07	1,707.15	1,708.14	6,744.36	15,000.00	8,255.64	
Net Income	(2,270.10)						
Accounts Receivable	0.00						
Accounts Payable	0.00						
Cash Balance 7/1/24	(93.63)						
Net Cash	(2,270.10)						
Cash Balance 10/31/24	(2,363.73)						Expires 8/19/2027

Glover Estuary Enhancement - Partnership for Umpqua Rivers

	2024/2025	2023/2024	Total	Budget	Remaining	
INCOME						
Contract Income	0.00	8,469.00	8,469.00	8,469.00	0.00	
Total Income	0.00	8,469.00	8,469.00	8,469.00	0.00	
EXPENSES						
Salary, Taxes, WC, Int Stipend	1,064.31	2,285.96	3,350.27	7,669.00	4,318.73	
Indirect Costs	349.43	0.00	349.43	800.00	450.57	
Total Expenses	1,413.74	2,285.96	3,699.70	8,469.00	4,769.30	
Net Income	(1,413.74)					
Accounts Receivable	8,469.00					
Accounts Payable	0.00					
Cash Balance 7/1/24	(2,285.96)					
Net Cash	7,055.26					
Cash Balance 10/31/24	4,769.30					

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of October 31, 2024**

2023-2025 ODA District Operations

	<u>2024/2025</u>	<u>2023/2024</u>	<u>Total</u>	<u>Budget</u>	<u>Remaining</u>
INCOME					
Grant Funds	14,489.00	28,978.00	43,467.00	57,956.00	14,489.00
Total Income	14,489.00	28,978.00	43,467.00	57,956.00	14,489.00
EXPENSES					
Advertising	96.70	230.28	326.98	480.28	153.30
Bank and QBs Processing Fees	39.75	103.25	143.00	228.25	85.25
Contract Services	1,680.97	3,228.75	4,909.72	9,428.75	4,519.03
Dues, Fees and Permits	457.32	354.49	811.81	1,104.49	292.68
Insurance	0.00	2,119.00	2,119.00	4,619.00	2,500.00
Office Supplies	2,569.45	3,827.76	6,397.21	8,327.76	1,930.55
Postage	292.00	905.55	1,197.55	1,905.55	708.00
Salary, Taxes, WC, Int Stipend	3,181.48	7,521.62	10,703.10	20,998.98	10,295.88
Rent (Storage and PO Box)	600.00	1,514.00	2,114.00	3,464.00	1,350.00
Telephone, Internet, Web Site	2,030.10	2,436.88	4,466.98	6,336.88	1,869.90
Travel/Training	60.97	12.06	73.03	1,062.06	989.03
Total Expenses	11,008.74	22,253.64	33,262.38	57,956.00	24,693.62
Net Income	3,480.26				
Accounts Receivable	(7,244.50)				
Accounts Payable	77.25				
Cash Balance 7/1/24	6,724.36				
Net Cash	(3,686.99)				
Cash Balance 10/31/24	3,037.37				
				<i>Expires</i>	<i>7/31/2025</i>

2023 - 2025 ODA Scope of Work Funds

	<u>2024/2025</u>	<u>2023/2024</u>	<u>Total</u>	<u>Budget</u>	<u>Remaining</u>
INCOME					
Grant Funds	33,808.00	67,616.00	101,424.00	135,232.00	33,808.00
Total Income	33,808.00	67,616.00	101,424.00	135,232.00	33,808.00
EXPENSES					
Reserved for 2024/2025	0.00	0.00	0.00	3,200.00	3,200.00
Contract Services	2,889.00	9,348.88	12,237.88	12,090.88	(147.00)
Office Supplies	278.44	353.87	632.31	353.87	(278.44)
Conferences, Trainings	0.00	780.39	780.39	1,780.39	1,000.00
Mileage	212.39	956.07	1,168.46	1,956.07	787.61
Salary, Taxes, WC, Int Stipend	16,032.26	59,012.08	75,044.34	115,850.79	40,806.45
Total Expenses	19,412.09	70,451.29	89,863.38	135,232.00	45,368.62
Net Income	14,395.91				
Accounts Receivable	(16,904.00)				
Accounts Payable	0.00				
Cash Balance 7/1/24	(2,835.29)				
Net Cash	(2,508.09)				
Cash Balance 10/31/24	(5,343.38)				
				<i>Expires</i>	<i>7/31/2025</i>

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of October 31, 2024**

07-22-001 Providence Creek Runoff Management

	<u>2024/2025</u>	<u>2023/2024</u>	<u>Total</u>	<u>Budget</u>	<u>Remaining</u>
INCOME					
OWEB Funds	0.00	8,253.00	8,253.00	13,755.00	5,502.00
Total Income	0.00	8,253.00	8,253.00	13,755.00	5,502.00
EXPENSES					
Salary, Taxes, WC, Int Stipend	0.00	695.56	695.56	1,280.00	584.44
Contract Services	0.00	5,525.00	5,525.00	10,877.00	5,352.00
Material and Supplies	0.00	3,349.29	3,349.29	0.00	(3,349.29)
Other	0.00	0.00	0.00	165.00	165.00
Indirect Costs	0.00	956.99	956.99	1,233.00	276.01
Post-Grant	0.00	0.00	0.00	200.00	200.00
Total Expenses	0.00	10,526.84	10,526.84	13,755.00	3,228.16
Net Income	0.00				
Accounts Receivable	0.00				
Accounts Payable	0.00				
Cash Balance 7/1/24	(2,273.84)				
Net Cash	0.00				
Cash Balance 10/31/24	(2,273.84)				
				<i>Expires</i>	<i>2/3/2025</i>

07-22-004 Otter/Baumgartner Ranch

	<u>2024/2025</u>	<u>2023/2024</u>	<u>Total</u>	<u>Budget</u>	<u>Remaining</u>
INCOME					
OWEB Funds	0.00	8,955.60	8,955.60	14,926.00	5,970.40
Total Income	0.00	8,955.60	8,955.60	14,926.00	5,970.40
EXPENSES					
Salary, Taxes, WC, Int Stipend	0.00	596.39	596.39	1,400.00	803.61
Contract Services	0.00	5,100.00	5,100.00	400.00	(4,700.00)
Material and Supplies	0.00	3,239.58	3,239.58	11,927.00	8,687.42
Other	0.00	170.36	170.36	165.00	(5.36)
Indirect Costs	0.00	546.38	546.38	834.00	287.62
Post-Grant	0.00	0.00	0.00	200.00	200.00
Total Expenses	0.00	9,652.71	9,652.71	14,926.00	5,273.29
Net Income	0.00				
Accounts Receivable	0.00				
Accounts Payable	0.00				
Cash Balance 7/1/24	(697.11)				
Net Cash	0.00				
Cash Balance 10/31/24	(697.11)				
				<i>Expires</i>	<i>5/31/2025</i>

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of October 31, 2024**

07-24-003 Parent Ranch

	<u>2024/2025</u>	<u>2023/2024</u>	<u>Total</u>	<u>Budget</u>	<u>Remaining</u>
INCOME					
OWEB Funds	0.00	8,996.40	8,996.40	14,994.00	5,997.60
Total Income	0.00	8,996.40	8,996.40	14,994.00	5,997.60
EXPENSES					
Salary, Taxes, WC, Int Stipend	1,047.44	64.11	1,111.55	1,216.00	104.45
Contract Services	0.00	0.00	0.00	1,350.00	1,350.00
Material and Supplies	9,680.51	0.00	9,680.51	10,883.00	1,202.49
Other	0.00	0.00	0.00	0.00	0.00
Indirect Costs	1,079.21	0.00	1,079.21	1,345.00	265.79
Post-Grant	0.00	0.00	0.00	200.00	200.00
Total Expenses	11,807.16	64.11	11,871.27	14,994.00	3,122.73
Net Income	(11,807.16)				
Accounts Receivable	0.00				
Accounts Payable	0.00				
Cash Balance 7/1/24	8,932.29				
Net Cash	(11,807.16)				
Cash Balance 10/31/24	(2,874.87)				
				<i>Expires</i>	<i>2/15/2026</i>

07-24-005 Elk Creek

	<u>2024/2025</u>	<u>Total</u>	<u>Budget</u>	<u>Remaining</u>	
INCOME					
OWEB Funds	8,998.80	8,998.80	14,998.00	5,999.20	
Total Income	8,998.80	8,998.80	14,998.00	5,999.20	
EXPENSES					
Salary, Taxes, WC, Int Stipend	1,468.88	1,468.88	1,217.00	(251.88)	
Contract Services	11,790.83	11,790.83	10,010.00	(1,780.83)	
Material and Supplies	0.00	0.00	65.00	65.00	
Travel	192.29	192.29	2,160.00	1,967.71	
Indirect Costs	1,346.00	1,346.00	1,346.00	0.00	
Post-Grant	0.00	0.00	200.00	200.00	
Total Expenses	14,798.00	14,798.00	14,998.00	200.00	
Net Income	(5,799.20)				
Accounts Receivable	0.00				
Accounts Payable	4,716.33				
Cash Balance 7/1/24	0.00				
Net Cash	(1,082.87)				
Cash Balance 10/31/24	(1,082.87)				
				<i>Expires</i>	<i>6/11/2026</i>

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of October 31, 2024**

OWEB PENDING - Costa Ranch Runoff - Submitted 9/14/24
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	2024/2025	Total	Budget	Remaining
INCOME				
OWEB Funds	0.00	0.00	15,000.00	15,000.00
Total Income	0.00	0.00	15,000.00	15,000.00
 EXPENSES				
Salary, Taxes, WC, Int Stipend	0.00	0.00	1,400.00	1,400.00
Other	0.00	0.00	165.00	165.00
Material and Supplies	0.00	0.00	11,889.00	11,889.00
Travel	0.00	0.00	0.00	0.00
Indirect Costs	0.00	0.00	1,346.00	1,346.00
Post-Grant	0.00	0.00	200.00	200.00
Total Expenses	0.00	0.00	15,000.00	15,000.00



**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

Umpqua SWCD District Manager's Report

October 17, 2024



- OWEB:
 - 2023-2025 District Operations Capacity Grant –
 - Quarterly “Check-In” meeting attended on October 28th with Beth Pietrzak.
 - 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 95% 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. This project is 95% complete. 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 held on Monday, November 11th from 3 to 5 p.m. We met at the Providence Creek Runoff Management site, looked at the site, answered questions, and reviewed the Parent Ranch Livestock Exclusion Fencing site and answered questions. We had five people at the tour. Mr. Black answered questions about his project and Mr. Parent answered questions about his project.
 - 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:
 - We will be resubmitting this grant in the Spring.
 - 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.
 - Attended the organization meeting for a new Elk Creek Watershed group on 11/12 at the Drain Civic Center where attendees formed a new EC Watershed group and decided upon the Elk Creek Watershed Coalition. Lee Russell will be sending the appropriate documents/Articles of Incorporation to the Oregon Secretary of State. At the next meeting we will work on the group’s bylaws and go from there.
 - 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 or October 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 as complete as PUR is willing to take it. The plans show much more re-channelization work, but PUR is done. I have not received any updates from PUR on this.
 - Made a site visit with Mr. Glover to look at the bridges and other work that has been done on 10/24. One of the bridges has a 6% grade. Not sure how this will work out as far as the “test of time” will go.
- 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.
 - 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.
 - Don Porior will be doing the design and engineering for the project.
 - 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 Leed's Island project.
 - Grant 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 – No new news.
- DEQ Umpqua TMDL Implementation – Sarah Sauter with DEQ will be visiting Reedsport and Elkton for a tour of our projects in January 29-30, 2025.
- Forest Service –
 - Tsalila –
 - 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 Dunes Restoration Collaborative – Was invited to meeting and attended meeting virtually on November 4th. The Oregon Dunes takes in a portion of the District.
 - Oregon Central Coast Forest Collaborative – Attended Habitat Connectivity Panel meeting on November 6th and Collaborative meeting on November 8th.
- Umpqua Oaks Partnership – No new news.
- Umpqua Native Plant Partnership – Next meeting scheduled in-person on November 21st.
- Hydro Breakfast Meeting – Attended 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 – Next meeting will be held on December 5th.
- Oregon Association of Conservation Districts (OACD) – Provided ballot information to Andrea Kreiner.
- Oregon Conservation Education Association Network (OCEAN) – CONNECT will be held April 8-10, 2025 at the Florence Events Center.
- Oregon Coastal Zone Management Association – 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. Attended Executive meeting to review job applications for management of OCZMA on November 7th. Next executive meeting will be on November 18th to conduct interviews.
- Oregon State University Extension Service – Assisted OSU interns by participating in their research project on watershed riparian practices on October 29th.
- Oregon Climate and Agriculture Network – Will be attending the Soil Health Network Regional HUB meeting January 21st and 22nd in Corvallis.
- OWEB –

- Attended OWEB meeting online October 22-23.
- Attended OWEB Natural and Working Lands Implementation/OAHP Listening Session October 31st.
- Attended OWEB's Governance: What It Is, Why It Matters, and How to Develop a Governance Document - SWCDs, WCs, Partnerships on November 6th.
- Attended OWEB's Natural and Working Lands Open Solicitation Offering on November 7th.
- Department of Interior:
 - Attended the DOI Environmental Justice Technical Assistance Webinar on November 13th.
- TECHNICAL ASSISTANCE:
 - Visited with South Side Smith River landowner about small grant program to provide assistance for fiber goat operation to assist with heavy use areas and barn water runoff at various locations on the ranch (10/24). Will write small grant in next small grant biennium.
 - Visited with Elkton/Henderer Road Rancher and obtained soil samples (10/30).
 - Visited with Elkton/Azalia Drive Vineyard operator and obtained soil samples (10/30).
 - Will be making a site visit to another Elkton/Azaila Drive Vineyard later this year or early 2025 to obtain soil samples.
- Ongoing TA:
 - 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.
 - 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 on a small heritage pig operation.
 - 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 spring 2025 with Umpqua SWCD Contractor for additional site visits and recommendations.
 - 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 early 2025.
 - Providence Creek – Landowner called about fill and removal, levy repair, fencing, etc. Will follow up in early 2025 when Consultant is available.
- 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.



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**Umpqua Soil and Water Conservation District
District Conservationist Report
NRCS Waldport Field Office
October 2024**

Announcements/Updates:

- FY25 Environmental Quality Incentives Program (EQIP) sign-up deadline: Nov. 29th
- FY25 Wetland Reserve Easement sign-up deadlines:
 - Oregon general sign-up Nov. 29, 2024
 - IRA 1st batching date Oct. 4, 2024, 2nd batching date Dec. 20, 2024

Meetings/Site Visits:

- Oct. 8 – Site visit w/ Lincoln SWCD staff to EQIP riparian restoration project near Eddyville for Upper Yaquina SIA
- Oct. 16 – Site visits for EQIP-CIC forestry certification near Siletz and High Tunnel certification near Logsden
- Oct. 16 – Attended DEQ Drinking Water Forum at OCCC in Newport
- Oct. 17 – Volunteered with Salmon Watch at Clemens Park on the Alsea River teaching 60 5th graders about aquatic macroinvertebrates
- Oct. 17 – Attended quarterly Lincoln County Extension Advisory Council meeting in Newport
- Oct. 18 – Spoke at Coastal Forage Variety Trial Field Day in Logsden organized by OSU Extension – about 15 participants and good discussion about successful site prep and overseeding to improve/diversify existing perennial pastures
- Oct. 21 – Site visit for EQIP High Tunnel/Local Foods application near Alsea
- Oct. 22-23 – Attended Basin Team meeting in Corvallis
- Oct. 24 – Helped teach at the Soil Health & Sustainability for Field Staff Field Day at the Siletz Clinic Farm near Logsden
- Oct. 28 – Site visits to EQIP dairy applicant on N Fork Siuslaw and to the McKenzie River Trust WRP property on the N Fork Siuslaw to discuss possible Compatible Use Agreement for planned tidal wetland restoration activities
- Oct. 29-30 – Attended Siuslaw Coho Partnership fall business meeting in Mapleton and FIP Technical Review Team site visits
- Oct. 30 – Presented on NRCS programs available to ~25 landowners at an outreach event organized by the MidCoast Watersheds Council at the Alsea Public Library
- Nov. 4 – Olympia oyster restoration discussion at MCWC office in Newport
- Nov. 4 – Site visit for CSP Renewal application near Deadwood
- Nov. 5 – Volunteered with Salmon Watch at Clemens Park on the Alsea River teaching ~30 5th graders about aquatic macroinvertebrates
- Nov. 6 – Presented at Coastal Season Extension workshop organized by OSU Extension in Florence
- Nov. 7 – Presented at Coastal Season Extension workshop organized by OSU Extension in Lincoln City

- Nov. 7 – Presented on grazing management and NRCS cost share programs at ODA’s Upper Yaquina TMDL Implementation Plan community meeting in Eddyville
- Nov. 12 – Site visit for CSP forestry certification near Newport
- Nov. 14 – Basin District Conservationists meeting

PROGRAMS:

Environmental Quality Incentive Program (EQIP)

- FY25 EQIP sign-up deadline is November 29, 2024:
 - Forest Management Planning
 - Forest Resistance & Resilience
 - Siuslaw Floodplain Reconnection
 - Local Foods and Food System Resilience
 - High Tunnel, Organic, and Organic Transition Initiatives
 - Inflation Reduction Act – Climate Smart practices to reduce greenhouse gas emissions and increase carbon storage – Forestland, Cropland, Pastureland, Energy & Animal Feeding Operations
- Prior year EQIP contracts
 - Completed certifications/payments for several current contracts

Conservation Stewardship Program (CSP)

- Current CSP Contracts
 - Worked on certifying activities for FY24 annual payments
- FY25 CSP Renewals
 - Working on planning/ranking for 1 renewal application (Lane)

Easement Programs

- [Agricultural Conservation Easement Program \(ACEP\)](#) & [Healthy Forests Reserve Program \(HFRP\)](#)
 - Our Basin just hired a new Pheasants Forever partner biologist in the Eugene office, Keira Cameron, who will be helping with WRPs. Still in the process of hiring a new Basin Easement Specialist.
 - Site visit on 10/28/24 to N Fork Siuslaw WRP with new landowner, McKenzie River Trust, to discuss potential for Compatible Use Agreement for planned restoration activities.





**OREGON
DEPARTMENT OF
AGRICULTURE**

2023-2025 Scope of Work (SOW)

SWCD Name: Umpqua SWCD

SWCD Contact: Rhonda Black

General Instructions:

- Only activities directly related to agricultural water quality are eligible for SOW funding (with the exception of Task 7: Other Activities).
- If you are using SOW funds to pay for activities in a Strategic Implementation Area (SIA), your Oregon Department of Agriculture (ODA) Regional Water Quality Specialist (RWQS) will provide additional reporting instructions.
- Contact your ODA RWQS or the ODA Grants Administration Officer if you have questions.
- ODA is providing a companion “SOW Instructions” document with background, instructions, and definitions for the SOW and Focus Area Action Plan (FAAP).

Tasks 1-9: District-Wide and Focus Area

Total percent (and funds) for SOW Tasks 1-9: After you determine the percent (and funds) for each task in the SOW (highlighted in yellow), add up all percents (and funds) and record the totals here:

Total SOW percent: 100% (should equal 100%)

Total SOW funds: \$ 135,232.00

Task 1: Agricultural Water Quality Landowner* Engagement

*The term ‘landowner’ used throughout this document includes owners, managers, and/or stewards of agricultural land.

Estimated budget percent and funds: 20 % (\$ 27,046.40)

Recommended: 5% - 30% of total SOW funds

Task description: Develop materials and conduct events for agricultural landowners, directly related to the specific strategies and activities in the Agricultural Water Quality Management Area Plan (Area Plan).

Describe required SWCD activities that will be completed quarterly for 2023-2025:

- All outreach materials developed and distributed need to be created specifically for the Umpqua SWCD area to address current ag water quality priorities, current opportunities, and current available resources.
- Write and distribute/publish 2 AgWQ articles per year by press release/newspaper (within reasonable payment), website, social media (Umpqua SWCD and local community group Facebook pages) and SWCD electronic mailing list. One article by end of Quarter 2,4,6,8.
- Write quarterly newsletter distributed via electronic mailing list. Information in newsletter should include more than the articles referred to in the second bullet point above. Mail USPS when requested by landowner, other District resident, or when deemed pertinent by the District
- Update District website with AgWQ content such as newsletters, fact sheets, meeting information (announcements, minutes).
- Update District Social Media with AgWQ content.
- Lead, host, develop and coordinate 1 AgWQ field day/tour per year (Q1, Q5)
- Lead, host, develop and coordinate 1 AgWQ workshop per year (Q3, Q7)
- Create, lead, prepare and deliver 3 AgWQ presentations per year: at SWCD event and at partner events (such as OSU Extension, NRCS, Watershed Council events) (3 by the end of Q4 and 3 by the end of Q8)

Activities allowed: Printed materials; workshops; displays; presentations; information about the Area Plan and Area Rules; newsletter articles; tutorials/videos; handbooks; website development and maintenance; native plant sales; demonstration projects/tours for agricultural landowners; and other activities directly related to agricultural (ag) water quality. Also allowed, if related to ag water quality: grant writing to support agricultural landowner engagement; newspaper or magazine articles; radio spots; and social media. Refer to Area Plan for additional activities.

Activities not allowed: Annual meetings; youth activities/events; entire newsletter/handbooks/website production (may prorate portions that are related to ag water quality). General outreach for SWCD (including mass mailings); purchase of plants for plant sale; rain gardens; backyard composting; weeds (if not part of riparian restoration); and pollinators.

Quarter 5 Reporting Narrative

Website:

- Added Umpqua SWCD September 2024 newsletter, minutes, agendas, meeting materials, and soil sampling and testing field day workshop information to website for quarter 5.
- **Newspapers:**
 - 411 Newspaper has added Umpqua SWCD's telephone number to their "numbers to know" list in each edition of the paper.
 - 08/10 edition included SWCD meeting information, "Digging in: Taking Soil Samples in the Farm or Garden!" information, along with "numbers to know" list.
 - Dunes News:
 - E-editions online not updated since 06/27. Requested PDFs 09/30.
 - North Douglas Herald Newspaper:
 - 07/2024 edition printed information about the "Digging in: Taking Soil Samples in the Farm or Garden!"

Social Media:

- Newsletter posted to the SWCD Facebook Page. AgWQ information provided via shared posts.

Lead/Develop/Coordinate AgWQ Workshops:

- Working with Douglas County Extension Service Small Farms Program Coordinator to put on a Soil Sampling field day for Landowners in August 2024 in Elkton at the Elkton Community Education Center. We've had several meetings to discuss logistics, content, and event outreach.
- Working with two landowners, who are in the process of implementing their OWEB Small Grant AgWQ projects, to set up a project farm tour in November 2024.

Field Day/Tour:

- "Digging in: Taking Soil Samples in the Farm or Garden!" was organized by Umpqua SWCD in partnership with Douglas County OSU Extension Small Farms Program and held on August 20th at the Elkton Community Education Center. We talked about soil health for pastures, fields and gardens in the ECEC library, went over the agenda for the afternoon, then led a group of agriculture producers and gardeners on a hands-on tour to sample soils, discuss sampling methods, go over a variety of tools used to collect samples, potential labs, how to read results, how to make changes to improve soils, and how knowing what your soil needs and doesn't need protects agriculture water quality. This was all done while we took samples in the fallow garden, market garden, fruit tree orchard, blueberry orchard, and hay field. At the end of the workshop we went over example lab reports and took and answered questions.

AgWQ Presentations:

- Presented at OSU Douglas County Extension Livestock Forages program "Best Fields First". Provided information about the different kinds of funding available to producers and information about the kinds of projects funding is available for (09/26).

Quarterly Newsletter:

- District Newsletter emailed to 48 landowners on SWCD electronic mailing list.
District Newsletter mailed to 604 landowners through U.S.P.S. First Class Mail.

Additional newsletters (20 each location) left at the following businesses for their patrons to enjoy:

Courtney Auto Repair – Reedsport
Sugar Shack Bakery – Reedsport
U.S. Post Office – Reedsport

State Farm Insurance – Reedsport
 Dairy Queen Restaurant – Reedsport
 Les Schwab Tire Center – Reedsport
 Newsletters sent by email to the following news media organizations:
 411 News Information
 Eugene Register Guard Newspaper
 Dunes News Newspaper
 KCBY News
 KDUN Radio
 KEZI News
 KMTR News
 KQEN News Radio
 KCST Coast Radio
 North Douglas Herald Newspaper
 Bi-Coastal Media
 Roseburg Beacon Newspaper
 Siuslaw News Newspaper
 The News Review Newspaper
 The World Newspaper
 Voice of the Coast Newspaper

Table1: Agricultural Landowner Engagement (Inputs)

Quarter #	Management Area	# of events that actively engage agricultural landowners in AgWQ (workshops, demonstrations, tours)	# of agricultural landowners participating in active events	# of agricultural landowners provided with brochures / fact sheets / mailings, etc.
Q1	Umpqua	2	9	434
Q2	Umpqua	1	12	451
Q3	Umpqua	3	30	567
Q4	Umpqua	2	5	657
Q5	Umpqua	2	23	657

Task 2: Technical Assistance for Agricultural Landowners (Inputs)

Estimated budget percent and funds: 40 % (\$54,092.80)

Recommended: 25% - 75% of total SOW funds

Task description: Provide technical assistance to agricultural landowners, directly related to the specific strategies and activities in the Area Plan or the Area Rules.

Describe required SWCD activities that will be completed quarterly for 2023-2025:

- Provide technical assistance to a minimum of 5 unique landowners per quarter regarding AgWQ Best Management Practices and resource concerns through direct or casual conversation (telephone, email, written, site visit, etc).
- Lead development of 2 agricultural water quality project plans per year. Include copy of the completed plans (with maps, photos, and design specifications) with the quarterly report. 1 by the end of Q2, Q4, Q6, Q8.
- Assist partner organizations/agencies with the development of 1 water quality project plan per year. 1 by the end of Q4, Q8.
- Utilizing the 2 agricultural water quality project plans developed, write 2 grants per year to obtain funding for implementation. Include copy of the completed grant applications with the quarterly report. 1 by the end of Q2, Q4, Q6, Q8.
- For each quarter, include information in the narrative reporting specifying the status of each AgWQ grant application or active grant written with funding from this AgWQ grant. For example, please state if the grant application is: submitted, pending, funded, not funded, has a grant agreement in place, ready for implementation, implementation is taking place, etc.

- Lead implementation of 1 water quality project per year. Include photos and report with the quarterly report. 1 by end of Q4, 1 by the end of Q8.
- Assist partner organizations/agencies with the implementation of 1 water quality project per year. 1 by the end of Q4, Q8.

Activities allowed: Consultations; site visits; conservation planning; project design; grant writing for agricultural landowner projects; staff time to implement landowner conservation practices; compliance site visits with ODA; and project management/inspection/verification not covered in other grant agreements. Project implementation must have a strong connection to ag water quality (e.g., riparian restoration and associated weed control, irrigation efficiency, pasture management, manure management, cover crops, soil health, post-fire erosion or riparian work on ag lands, beaver restoration / beaver dam analogs); on-site training for volunteers who are helping with project implementation (e.g., riparian planting). Refer to Area Plan for additional activities.

Activities not allowed: Projects with no/weak connection to ag water quality (e.g., weed control that is on non-agricultural lands; fuels reduction; post-fire response on non-ag lands; alternative energy; non-ag rain gardens/rain harvesting; non-ag culvert replacement; and instream habitat enhancement that does not also improve water quality).

Quarter 5 Reporting Narrative

Technical Assistance:

- 1 Contact – Telephone: Visited with landowner requesting information about riparian weeds and requested water quality information near Reedsport with T. Barreiro (07/23).
- 1 Contacts – Site Visit: Visited Costa Ranch to prepare information for writing small grant with J. Costa (08/09, 08/23, 08/31).
- 1 Contact – Site Visit: Visited with Elkton Community Education Center’s farming coordinator and provided soil sampling services (08/20).
- 1 Contact – Telephone: Visited with landowner having issues with dike along Providence Creek pastureland. Will follow up with Umpqua SWCD contractor later this fall with a site visit for R. Vitek (09/12).
- 1 Contact – Telephone: Visited with landowner requesting soil test for vineyard near Elkton. Will follow up with soil sampling later this fall with D. Rose (09/12).
- 1 Contact – Email: Visited with landowner about soil tests for hayfields in Elkton. Will follow-up by collecting soil samples later this fall with M. Smith (09/18).

Agricultural Water Quality Project Plan:

- Agricultural Water Quality Plan Phase 1 written for J. Costa during September.

Grant Writing:

- Providence Creek Tide Gates:
 - Business Oregon invited us to move forward with submitting a General Application which was completed and submitted to Business Oregon for design, engineering, permits, public meetings and outreach through the Levy Program. Umpqua SWCD prepared the application, but this particular grant is for Ports. Therefore, the Port of Umpqua submitted the application to Business Oregon (04/24). Business Oregon grant approved by BO fiscal department in the amount of \$160,000 for TA. Currently, working on writing grants for matching funds for BO grant.
 - Attended meeting with Port of Umpqua Manager and Umpqua SWCD contractor at the Port to discuss tidegates and funding options (09/18).
 - Provided Engineer contact information to the Port of Umpqua Manager (09/19).
 - Weekly meetings with Engineer.
- Umpqua Estuary Fish Passage & Water Quality Improvement OWEB TA grant written for 1-tidegate replacement, 5-bridges, and AgWQ best management practices improvements submitted to OWEB (04/26), but not recommended for funding by the OWEB Review Team. SWCD will consult OWEB Review Team evaluation, make necessary changes to TA Grant and attempt at another go-round.
- Costa Ranch Runoff Management and Heavy Use Protection OWEB Small Grant written and submitted to the OWEB Small Grant Program for review by the Umpqua 7 Small Grant Team (09/14). This grant is to implement AgWQ best management practices at the Costa Ranch by installing a heavy use area

where livestock congregate near the barn area, installing downspouts and gutters on the barn to manage rainwater rooftop runoff and by piping the rainwater away from the barn to an acceptable location. A livestock watering system will be installed on the heavy use area. The landowner will build a fence around the heavy use area to keep livestock from damaging wet and saturated pastures during the winter months.

Lead Grant Implementation:

- Providence Creek Runoff Management & Heavy Use Protection:
 - Implementation – Majority of materials and supplies on-site. Contractor has installed gutters and downspouts on the barn. Landowner has installed drainage pipe, cleared, leveled and graded the location for the heavy use area and is ready to begin placing the geotextile fabric and rock. Project is at approximately 65% completion. Although, if all goes well, project should not take long to complete.
- Baumgartner Ranch Livestock Exclusion:
 - Implementation – Majority of materials and supplies on-site. Landowner has installed the fencing, gates, heavy use areas, and livestock watering systems. The gutter and downspout contractor is scheduled for May 2025 as this is as soon as the landowner could get on the contractor’s schedule. Project is at approximately 75% completion.
- Parent Ranch Livestock Exclusion:
 - Implementation – Majority of materials and supplies on-site. Landowner has installed the fencing, gates, and elk jump. The landowners have matched their grant with two additional elk jumps as they want to provide the elk with every opportunity they can to move throughout the project area with reduced chances of fence damage. Unfortunately, the landowner performing the physical work had to have knee surgery and was not able to get the heavy use areas at the gates and elk jump installed prior to surgery. Once landowner is recovered, work can begin again to install the heavy use areas. Project is at approximately 75% completion.

Assist Partners with Grant Project Implementation:

- Assist Partnership for Umpqua Rivers with the Glover Estuary Enhancement Project:
 - Meetings with Landowner.
 - Provided materials quotes for Glover Project Off-Stream Livestock Watering System for PUR Executive Director. This will need to be updated, again, in the future.
 - PUR Executive Director decided Umpqua SWCD should design the livestock watering facilities. Umpqua SWCD Conservation Planner will be working off of PUR engineer’s information to design the water storage system.
 - Working with PUR Restoration Coordinator on riparian planting plan. Will be working with the Umpqua Native Plant Partnership to obtain plants, shrubs, and seeds for project.
 - Four bridges will be installed in October by PUR contractor along with rechannelization work being done by contractor.
- Assist Port of Umpqua and City of Reedsport with the Providence Creek Tide Gate Project.
- Assist City of Reedsport with the Leed’s Island Project.

Table 2: Technical Assistance (TA) for Agricultural (Ag) Landowners (LO) (Inputs)

Quarter #	Management area	# of ag LO provided with one-on-one TA (e.g., phone, walk-in, booth, email, event, or site visit)	# of on-site TA visits	# of fund applications submitted for ag LO projects	# of fund applications awarded for ag LO projects	# of conser- vation plans written	# of acres in conser- vation plans that were written
Q1	Umpqua	8	2	0	0	0	0
Q2	Umpqua	13	9	1	0	1	12
Q3	Umpqua	16	9	0	0	0	0
Q4	Umpqua	41	7	2	2	1	6.88
Q5	Umpqua	8	4	1	1	1	1

Table 3: Ag Water Quality On-The-Ground Practices Implemented (Outputs)

Report in quarter when practice was completed.

Quarter #	12-Digit HUC #	NRCS Practice Code	NRCS Practice Name	NRCS Unit (acres, feet, #)	R-Riparian; U-Upland	# Implemented	Notes	Funding Source(s): (e.g., OWEB, CREP, EQIP, etc.)
2	171003030803	558	Roof Runoff	feet	U	168	Gutter and down spouts installed on barn 12/2023.	OWEB
2	171003030707	587	Structure for Water Control	#	R	3	Tide Gates installed at Glover Project 10/2023.	OWEB
5	171003030803	382	Livestock Exclusion Fencing	feet	R	1200	Livestock exclusion fencing installed along riparian area of channels 08/2024.	OWEB
5	171003030803	620	Runoff Drainage Pipeline	feet	U	418	Roof rainwater runoff pipeline installed 09/2024.	OWEB
5	171003030707	561	Heavy Use Protection	feet	U	10x40 10x16 10x10 10x10 10x10 10x10	Heavy use protection areas at barn, gateways, livestock water tanks 09/2024.	OWEB
5	171003030707	382	Livestock Exclusion Fencing	feet	U	600	Livestock exclusion fencing to keep livestock out of riparian areas and CREP areas 09/2024.	OWEB
5	171003030707	614	Livestock Watering Facility	#	U	3	Off stream livestock water tanks	OWEB

Task 3: Biennial Review Activities (Required Task)

Recommended: 5% - 10% of total SOW funds

<p>Task description: Participate in and provide support to ODA for all biennial reviews of the Agricultural Water Quality Management Area Plan(s) that overlap the district’s boundary, including interim or subcommittee meetings. Review and contribute to revisions of the Area Plan(s). Report activities and progress made related to milestones, outputs, and outcomes (district-wide, in Strategic Implementation Areas, and in Focus Areas).</p>
<p>Describe planned SWCD activities for 2023-2025 (required):</p> <ul style="list-style-type: none"> • Assist with LAC meetings as directed by AgWQ Specialist. • Provide biennial report of activities & updated milestone results for Measurable Objectives to AgWQ Specialist. • Umpqua Basin Biennial Review scheduled for Q7.

Activities allowed: Activities directly related to the biennial review of the Area Plan (and the Area Rules, as needed); facilitation and/or hosting of biennial review meetings communication with Local Advisory Committee (LAC) members; Area Plan review, accomplishment reports, monitoring reports, mailings, printing and postage, note-taking at meetings, meeting room, meeting refreshments, presentations, tours; work with ODA to recruit new LAC members, as needed.

Activities not allowed: Costs above per diem rates for food, lodging, and travel.

Quarter 5 Reporting Narrative

None this quarter.

Task 4: Ag Water Quality Monitoring (Some Activities Require ODA Pre-Approval)

Estimated budget percent and funds: 0 % (\$ 0)

Task 5: Partnerships for AgWQ assessments, project planning, securing funding, and etc.

Estimated budget percent and funds: 10% (\$ 13,523.20)

Recommended: 5% - 10% of total SOW funds

<p>Task description: Collaboration with partners, stakeholders, agencies, and organizations. Activities must be related to ag water quality. Reporting narrative should describe which partnership, the partners, the purpose, etc.</p>
<p>Describe planned SWCD activities for 2023-2025 (required):</p> <ul style="list-style-type: none"> • Develop partnerships with natural resource agencies: NRCS, OSU, BLM, ODFW, USFS, NMFS, and other natural resources organizations including watershed councils, SWCDs, land trusts, tribes, Nature Conservancy, etc. • Participate in Umpqua OWEB Small Grant Team and assist with continued success and functionality of Team.

Activities allowed: Coordination or participation in partnerships to plan or prioritize efforts, secure funding, develop cooperative agreements, and/or implement projects related to ag water quality.

Activities not allowed: Collaborative groups with primary focus on weeds, forestry, energy, or urban issues. These activities can be reported in Task 7: Other Activities or in Table 4 (Non-SOW SWCD Activities).

Quarter 5 Reporting Narrative

<p>Develop Partnerships:</p> <ul style="list-style-type: none"> • Oregon Climate and Agriculture Network: <ul style="list-style-type: none"> ○ Letter of Support provided to Megan Kemple to support soil health and climate resilience on
--

Oregon's farms and ranches and to support water quality and to be willing to partner as a regional hub lead (09/01).

- Partnership for Umpqua Rivers:
 - Attended meeting (07/16), no August meeting.
- Umpqua Oaks Partnership:
 - Attended meeting (07/16).
 - Requested assistance from Steve Denney with the Umpqua Oaks Partnership for a landowner at Wells Creek (07/17). Steve forwarded email to Csanyi Matusicky and Eric Riley for follow-up.
 - Csanyi Matusicky, Habitat Conservation Specialist for Pheasants Forever & Natural Resources Conservation Service contacted me (07/19) and provided Csanyi information about S. Butkus' property at Wells Creek (07/21). Hoping to hear back.
- OWEB Tide Gate Partnership:
- Hydro Breakfast:
 - Attended monthly Hydro Breakfast Meeting (09/05).
- DEQ TMDL:
 - Attended quarterly meeting (07/09).
 - Attended Umpqua Temperature Replacement TMDL Meeting #2 (07/23).
- Port of Umpqua:
 - Moving forward with the grant process with the Providence Creek Tidegates.
 - Attended Port of Umpqua meeting (09/18).
- City of Reedsport:
 - Moving forward with the Leed's Island Project.
- City of Elkton:
 - Requested from the City of they would like to partner on the Elk Creek Riparian Restoration Project Partnership (07/22).
- Oregon Coastal Zone Management Association:
 - Attended Meeting, virtually (09/27).
- Elk Creek Watershed Council:
 - Elk Creek Riparian Restoration Partnership Project:
 - Including Elk Creek WC is on hold due to possible dissolving of the Elk Creek Watershed Council, but did email Lee Russell and ask if the watershed council would like to partner on the rest of the projects along Elk Creek in Elkton (07/22).
 - Elk Creek Watershed Council may still dissolve as per council and information from Executive Director. All Elk Creek grants are being closed out. Executive Director considering setting up a new watershed council for the Elk Creek watershed area, if there is support (09/12).

Umpqua Small Grant Team:

- Reviewed 1 small grant application:
 - Pheasant Creek Phase 1 for Douglas SWCD (07/19).

Task 6: Staff Training

Estimated budget percent and funds: 5 % (\$ 6,761.60)

Maximum: 5% of total SOW funds

Task description: Ag water quality-related training for SWCD staff.

Describe planned SWCD activities for 2023-2025 (recommended):

- CONNECT 2024
- Conservation planning, agricultural practices, monitoring, public contracting, grant writing, etc. trainings & webinars: maximum 2 per quarter.
- NRCS conservation planner recertification process (need more details on time and funding to be allocated)

Activities allowed: Training for SWCD staff related to implementing the Area Plan and SOW tasks including agricultural practices, conservation planning, monitoring, public contracting, grant writing.

Activities not allowed: Board member / director training; staff training / professional development not related to ag water quality, the Area Plan, or implementation of the SOW (e.g., QuickBooks, fuels reduction, alternative

fuels, rain gardens, backyard composting, non-riparian weeds, pollinators).

Quarter 5 Reporting Narrative

- Attended the Bureau of Reclamation Funding Opportunity WaterSMART Drought Response Program's Drought Resiliency Projects (DRP) Webinar (08/15).
- Attended FY25 NRCS Funding: Inflation Reduction Act Webinar (09/18).
- Attended "Best Fields First" through OSU Extension to learn more about how to improve pasture forage for livestock and potential AgWQ project ideas (09/19).

Task 7: Other Activities

Estimated budget percent and funds: 5 % (\$ 6,761.60)

Maximum: 5% of total SOW funds

Task description: Workgroup participation, technical assistance, or other activities not directly related to ag water quality or implementation of the Area Plan. Must meet the purpose and requirements of Measure 76 (restore and protect natural resources, including fish and wildlife habitat and watersheds).

Describe planned SWCD activities for 2023-2025 (recommended):

- Providing AgWQ information at local events. 2 per year.
- Soil testing for building relationships with landowners & providing resource management information. 2 per year.
- Central Coast Forest Stewardship: SWCD on Advisory Committee (SWCD will assist with soils, aquatic, wildlife)
- Gorse Action Group
- Pollinator activities
- Invasive weed activities
- Douglas Cooperative Weed Management Area
- Grant writing
- For each quarter, include information in the narrative reporting specifying the status of each grant application or active grant written with funding from this AgWQ grant. For example, please state if the grant application is: submitted, pending, funded, not funded, has a grant agreement in place, ready for implementation, implementation is taking place, etc.

Activities allowed: Project implementation (or grant writing) not fitting specific task descriptions above (e.g., non-ag water quality, weed control on non-ag lands, pollinators, habitat, post-fire response on non-ag lands, etc.); monitoring (or grant writing) related to aquatic or upland habitat or species (e.g., pollinators, salmonids, sage grouse, etc.).

Activities not allowed: Student/children-related events and activities (Envirothon, outdoor school, youth presentations, poster contests); activities that are not consistent with Measure 76.

Quarter 5 Reporting Narrative

- **Soil Testing:**
 - Site Visit: G. Flick near Elkton to collect soil sample (08/25).
 - Site Visit: McNeil at Elk Creek to collect soil sample for area along Elk Creek for riparian restoration area (08/25).
 - Soil test results provided to the Elkton Community Education Center along with analysis, application rates (08/27).
 - Soil test results provided to the H. McNeil for the Elk Riparian Small Grant along with analysis, application rates (08/27).
 - Soil test results provided to G. Flick along with analysis, application rates (09/11).
- **Central Coast Forest Stewardship Collaborative:**
 - Attended monthly meeting (08/09, 09/13).
 - Attended invasives meeting (07/22).

- **Umpqua Native Plant Partnership:** Will be meeting with Coordinator to discuss possibilities for obtaining native plants for the Glover Project.
- **Funded Grants:**
 - **Elk Creek Riparian Enhancement OWEB Small Grant** funded 07/01. This grant is being implemented in order to reduce erosion on 265' of Elk Creek using willow walls/wattles. This grant will assist both the landowners, plus satisfy DEQ TMDL requirements for the City of Elkton.
 - Picked native plants up from the ECEC that were applied for by the SWCD to the ECEC's grant that they received, "Wings Across America" (07/12).
 - Requested OWEB Land Use Form from the City of Elkton (07/19, 07/22).
 - Delivered native plants to the from the "Wings Across America" grant to the site (07/22).
 - Met with landowners and contractor to discuss methods to implement the project work (07/22).
 - Invasive Armenian Blackberry, Canary Grass, and other invasive plant material removal began (07/23).
 - Received completed OWEB Land Use Form back from the City of Elkton and sent the form onto the OWEB Small Grant Program Coordinator (07/24).
 - Created Google Drive Folder for Contractors and Landowners to access native plant information, willow wattle construction information, photos, grant documents, etc. (07/27).
 - Project implemented by landowner, Umpqua SWCD Contractor, and volunteers between July and September. Project 95% complete.
- **Grant writing:**
 - Umpqua SWCD Noxious Weed Control and Elimination (BLM RAC) – Waiting to hear if funded.
 - Water Quality Monitoring Equipment Umpqua Fishery Enhancement Derby Small Grant – Not funded.
 - Umpqua SWCD Noxious Weed Control (USFWS) – Not funded.
- **Elk Creek Riparian Restoration Landowners:**
 - Site Visit with N. Kinney and M. Kinney to look at site and discussed possible solutions to managing their riparian area along Elk Creek for noxious weeds and for erosion control. At this visit we could see Armenian Blackberry, Ivy, Canary Grass and other weeds. We provided identification and removal methods at this time and found they are interested in additional technical assistance and grant funding to implement project work (07/22).
 - Site Visit with T. Stevens to look at site and discussed possible solutions to managing landowner's riparian area along Elk Creek for noxious weeds and erosion control. Similar set of issues discussed with Mr. Stevens. Will follow up with landowner as landowner is also on-board with grant assistance (07/22).

Task 8: SOW Development, Tracking, and Reporting

Estimated budget percent and funds: 15% (\$ 20,284.80)

Recommended: 10% - 15% of total SOW funds

Task description: Time spent to develop, track, and report on SOW activities and finances.

Describe planned SWCD activities for 2023-2025 (required):

- SOW fiscal administration, budget tracking, and quarterly reporting.
- Ongoing task management and development.
- Development of SOW for 2023-2025 biennium.

Activities allowed: SOW development; tracking and reporting of task activities and financial information. Not intended to cover the SWCD's overall operating expenses.

Activities not allowed: Annual report; annual audit; annual meeting; annual work plan; long-range plan; SWCD board meetings; and general operating expenses not directly related to the SOW.

Task 9: Focus Area

Estimated budget percent and funds: 0 % (\$ 0)

Recommended if using this task: 25% (or more) of total SOW funds; discuss lower percent with your ODA RWQS

Focus areas are optional. We no longer have a focus area. We can choose to focus on areas on our own.

Optional Reporting Tables

Table 4: Non-SOW SWCD Activities

Quarter #	Please describe any SWCD-sponsored projects, innovative ideas, cooperative efforts and/or events, or other items of interest that occurred each quarter, but are not reported under Tasks 1-9. Add more lines when needed.
5	N/A.

Table 5: Challenges, Obstacles, Concerns, and Training Needs

Quarter #	Please describe any obstacles and/or challenges the SWCD experienced each quarter relating to the SOW, a Strategic Implementation Area, a Focus Area, or non-SOW activities. Include specific suggestions for assistance or training that would help the SWCD in achieving the goals of the Ag Water Quality Program, and any areas where the SWCD needs assistance or clarification from ODA staff. Add more lines when needed.
5	N/A.

Table 6: Climate Change Adaptation and Mitigation

Quarter #	Please identify any activities in Tasks 1-9 that are also intended to help ag landowners or communities adapt to climate change or mitigate climate change impacts. ODA is seeking information on SWCD climate change efforts, as part of ODA's response to the Governor's 2020 Climate Change Executive Order (EO 20-04, www.oregon.gov/gov/Pages/carbonpolicy_climatechange.aspx).
5	N/A.

Table 7: Agricultural Drainage Channel Maintenance

Quarter #	Please identify any activities in Tasks 1-9 that are related to the ODA Agricultural Drainage Channel Maintenance (ADCM) program. Include any technical assistance, site visits, training, or outreach related to agricultural drainage.
5	N/A.

Table 8: Groundwater Management Area Mitigation Activities

Quarter #	Please identify any activities in Tasks 1-9 that are also intended to help mitigate groundwater contamination. This can be education, outreach, land management implementation, or monitoring that directly relates to irrigation management, nutrient management, soil moisture and percolation monitoring, and ground water monitoring. Information on state locations and affects can be found at: https://www.oregon.gov/deq/wq/programs/Pages/GWP-Management-Areas.aspx
5	N/A.



Oregon Coastal Zone Management Association

Dear Umpqua Soil & Water Conservation District,

As a member of the Oregon Coastal Zone Management Association (OCZMA) I am reaching out to share some updates with you and request your continued support for the coast's only association representing all local governments by submitting a modest dues payment for FY 2024-2025.

Since our beginning in 1975, OCZMA has played an important role in issues affecting our communities and natural landscapes on the Oregon coast. We've provided leadership and a unified voice for local governments on a broad range of issues from commercial and recreational fisheries to land use policy, timber payments to marine reserves, wave energy, port infrastructure, broadband access and much more. And continuing this 49-year tradition is of utmost importance.

Over the past few years, the organization has been inactive and seen limited engagement from our members. This June a membership meeting was held to discuss the future of OCZMA. Members from all jurisdictions attended and confirmed that OCZMA has value and should continue to be a voice for the issues that impact our communities. The OCZMA Executive Committee will be meeting before the end of the year to map out a plan for 2025, and a membership meeting is currently being planned for December to finalize our work for the coming year. All members are welcome and encouraged to attend. In addition, OCZMA will be looking for a new individual/organization to coordinate and manage the Association starting January 1, 2025.

I am sure you will agree, it remains critical for local governments to have a forum to come together to share information and, when possible, advocate on issues at the state and federal level with a unified voice. Your involvement and dues payment will ensure OCZMA can continue to serve as this forum and advocate for the needs of Oregon's coastal governments and communities. Please submit your dues payment for FY 2024-2025 as soon as possible.

Our coastal voices and perspectives must continue to be heard. The continued viability of OCZMA and our work depends on your support.

Attached you will find your annual membership invoice and a form for completion to designate your Representative and Alternate to OCZMA from your organization. Please email completed forms to info@oczma.com.

Thank you for your consideration of this important matter.

Sincerely,

Walter Chuck, OCZMA Chair (City of Newport Port Commissioner)



Oregon Coastal Zone Management Association

1212 Court Street • Salem, Oregon 97301 • www.oczma.com

Designated Representative and Alternate to OCZMA FY 2024-2025

Member Jurisdiction: _____

Designated Representative (must be an elected official): _____

Email: _____ Phone: _____

Designated Alternate (can be an elected or non-elected official): _____

Email: _____ Phone: _____

Address to which materials should be sent: _____

Approved or submitted by: _____ Date: _____

Please email completed form to: info@oczma.com. Thank you!

OCZMA BYLAWS (Article III, Membership)

Section 1. Any county, city, port or SWCD within Oregon's Coastal Zone may become a Member of the Association by adopting a Resolution joining the Association. Each Member entity shall designate a representative and alternate to the Association. In the absence of the representative, the alternate shall have all of the representative's responsibilities and authority.

Section 2. Representatives to the Association must be an elected official of the jurisdiction.
Alternates selected by the jurisdiction may be elected or non-elected representatives.

Section 3. At the beginning of the fiscal year, the Association will request from Member entities the names of the representatives and alternates to the Association who will represent the jurisdiction during the year. If any time during the year, a Member wishes to change its representation to the Association, it may do so by notifying the Chair of the newly designated representative and/or alternate.

Section 4. The Association may create associate and other non-voting memberships with privileges and assessments as deemed appropriate in support of the Association's purposes, activities and finances. No associate or other non-voting member shall be entitled to be appointed or elected to the Executive Board or otherwise vote on Association matters.