

Coast Fork Willamette Watershed Council Steering Committee

Meeting Notes

October 4, 2007

Attendees: Diana Bus, Larry Weaver, Paul Bohner, Deb Schmidt, Pam Reber, Allen Martin.

Check-In:

Deb: Champion abandoned mine clean-up is shutting down for the winter. There was more contaminated material than was anticipated, so we are evaluating additional sites for a repository. Working with Rob Cox to find some funds to put towards East Regional Park grant proposal to OWEB (Forest Service contribution). Attended annual celebration and water quality testing.

Allen: Went to meeting with Lane County and Army COE and DSL. Discussing whether Short Mountain can get credit for advanced mitigation. Appears that they can. Cinderella park may be too complex to move forward immediately (lots of players).

Diana: Attended Mosby Creek and Annual Celebration. WOPR BLM presentation on October 10th 7 to 9 p.m. at the Community Center. Public comment period extended to December 10th.

Paul: Working on providing input on Old Growth educational area West of Cottage Grove on BLM managed land. This was part of the previous plan.

Larry: Attended Mosby Creek and Annual Celebration and Water Quality testing workshop.

Annual Celebration and Mosby Creek Event debrief

Good turnout for both events. For annual celebration, have a rain back-up location in the future.

Coordinator Executive Summary and Quarterly Work Proposal

First three pages of the executive summary are up to date, but the rest needs updated. Pam will get that out to in the next couple days to add to the appendix of these notes.

The quarterly work proposal is in the appendix.

Decision on OWEB Proposals:

East Regional Park restoration

Mosby Creek aquatic habitat assessment for the lower nine miles (Weyerhaeuser doing the upper nine miles)

Ed/Outreach Grant – Walama restoration, South Lane School district partners.

Steering Committee supported moving forward with development and submittal of the above proposals. Prioritized as listed.

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Work Session Proposal

Proposing making the meeting on January 12th 9 to 1 with a backup date of the 19th. We will do the work session in lieu of the first Thursday Steering Committee meeting in January. See appendix for briefing. Tentative agenda to include strategic planning based on tech committee action plan, and educational component to be a more effective organization (future non-profit). The steering committee will agree on complete agenda at the November Steering Committee meeting.

Evaluations

Allen is handling the coordinator evaluation – on December agenda.

Deb will handle the council evaluation – December 6th steering committee meeting. Send it out in advance – folks provide input – all committee members solicited for input.

Financial Report/Fiscal Agent Timeline Discussion

See appendix for financial report

Agenda for Next Meeting

Steering Committee review of exec summary and quarterly work – commitment to review these documents in advance of the meeting and limit discussion at the meeting to clarification and questions.

Firm up agenda for the January meeting.

Agenda for December Meeting

Coordinator evaluation – Allen will solicit feedback from Steering Committee members via e-mail. Allen will have this completed at December meeting and allow for some additional discussion.

Council Evaluation – Deb report out findings and allow for some additional discussion to finalize.

Adjourn at 8:30 p.m.

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Appendix A: October through December 2007 Quarterly Work Report

Support Grant Funding

Project Life: July 2007-June 2009

Council Admin	Focus on switching fiscal agents; developing budgets
Oct, Nov, Dec Deliverables:	Steering Committee Coordination: Agenda, minutes and issue facilitation, additional time organizing process (e.g. planning evaluation, keeping decisions consistent, etc.) and setting up the Annual half-day work session. Subcommittee coordination: (Tech, Ed/Outreach, others as needed) Agenda, minutes and issue facilitation. Office management: Transfer to new fiscal agent; Develop volunteer coordination for easy-to-delegate tasks. Reinventing the office systems: Implement decisions around bookkeeping & fiscal, Database of membership set up, Re-organize filing system, Upgrade software.

Watershed Council Partnerships	Submit Ogsbury proposal; Visit Hale, Lewis properties; Outreach to targeted sub-basins.
Oct, Nov, Dec Deliverables:	Attend/conduct meetings with partners (Small Grant Team Mgmt, e.g.) Conduct site visits and project development with landowners

Grants &	Write 3 grants for October deadline; map out plan for OWEB April & others.
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Development	
Oct, Nov, Dec Deliverables:	I identify relevant grant opportunities & develop funding timelines. Project development—meetings, document prep, etc.

Education & Outreach	Provide support to Education program; develop tree planting project for Jan with CG; East Regional Park Tour/Meeting & Open House are planned.
Oct, Nov, Dec Deliverables:	Plan & publicize monthly public meetings/tours. Coordinate educational material development, including email newsletter, website updates, flyers/brochures, etc. Set deadline for print newsletter & complete. Fully identify volunteer opportunities and begin recruiting to fill them.

Capital Grant Funding

Project Life: Dec 06-Dec 08

Garden Lake Park Riparian Restoration Project

Conduct Project Management responsibilities, including, but not limited to: Hiring contractors, supervising work, monitoring success and ecosystem health, invoicing/bookkeeping/tracking.

Working with Claire Porter to more fully develop a restoration plan at the site; begin to get bids for Phases II and III; supervise completion of Phase I by WRP; conduct vegetation monitoring; conduct work parties in plant propagation (taking cuttings, etc.)

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BLM Grant Funding

Project Life: Aug 07-May 08

‘Friends of Mosby Creek’ Group Facilitation:

- Planning quarterly meeting for late 07/early 08
- Applying for assessment funding
- Begin site visits (Hoffer, Koester, etc.)

TMDL/DEQ Grant Funding

Project Life: July 07-Mar 08

This will be a primary focus through November. Providing final input on implementation matrices and implementation strategies; developing outreach tools and strategy; identifying how collaboration between council and municipalities will occur.

NFWF/OWEB Tech Assistance Grant Funding

Project Life: Through December 08??

Landowner Recruitment & Restoration Design Phase II Planning

- Revised draft of plan and budget under development
- Will be acquiring data sets/maps with Corps support
- Mailer to Coast Fork riparian owners to begin.

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Appendix B: Briefing Paper CFWWC Steering Committee
Program Work: A view of 2005-2007 in planning for
2007-2009 Work Plan development

Type of Action by Committee: Decision X , Information X

Issue: (describe the issue, if one exists)

It has been well over a year since our last half-day work session, and our goals need to be revisited.

The Coast Fork council will have a significant planning tool in our forthcoming quarterly reports. Additionally, the Action Plan represents a set of priorities and recommendations for action, and currently available projects.

Objective: (describe the objective(s) you wish to accomplish)

- Hold Steering Committee Work Session (on a Sat morning in November from 9a-1p)
- Develop potential date(s)

Proposal or desired outcome: (for decisions, identify your recommended solution and rationale)

A facilitated meeting with a focus on strategic planning. Goal of outside facilitation is to focus on non-profit style management with a brief presentation by Coordinator.

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Appendix C:

Coordinator Executive Summary

October 2007

Upcoming Meetings:

October 10th—Public mtg about BLM WOPR at CG Com Ctr 7-9pm

October 17th 5pm Ed/Outreach Committee Mtg at the office

October ?? 6:30pm Technical Committee Meeting at office

October 19th—Functional OWEB Grant Deadline

October 20th—Tour of East Regional Park

October 22nd—Actual OWEB Restoration Grant Deadline

October 24th—Public meeting at CG Community Center, topic East Regional Park Master Planning

October 28th Mt Pisgah Mushroom Show

October 31st Outreach strategy session—9am at CG Reservoir Corps office

November 1st Steering Committee Mtg 6:45pm

Program Updates by Funding Category/Quarterly Work Plan Outline:

Support Grant

Good news—In September, the OWEB Board approved additional funding for Councils. We received the difference from our full request, \$7,662, increasing our Support Budget total to \$93,462. Unfortunately, had we asked for more, we could've received up to \$18,000 in additional funds!

Administrative Duties

Committee coordination:

Less focus on larger meetings and typing minutes this month, more one-on-one work sessions that are key to project development and completing tasks. No Technical Committee or Ed/Outreach meeting took place this month due to summer travel schedules.

Fiscal Agent:

The McKenzie Watershed Council and the McKenzie Watershed Alliance have approved all components necessary for them to take over our fiscal

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management. Allen and I reviewed the contract, which will be mailed soon. I posted it but did not receive any other feedback.

Council Partnerships

Small grant team—First grants starting to come in for this biennium. We will be submitting the Ogsbury Grant in the next month or so.

Landowner Relationships:

Jan Ogsbury—Scott Burgwin is helping to prepare her project for submission to the small grant program. We are considering sending a mailing to neighboring landowners on Silk Creek to request their cooperation with ivy removal and possibly planting. Conducted an additional site visit here.

Helen Hollyer—Creswell Chronicle Editor, owns 85 acres up Camas Swale. Pamela Wright and I visited her property last Saturday. Good management overall, Scot's Broom controlled on entire property. Potential wetlands, riparian enhancement on 15-25 acres. Could use site as an 'anchor' to begin landowner recruitment in Camas Swale.

Stewart Shore— Sent info on Oak.

Jude Hobbs—Permaculture teacher wants site visit just east of CG reservoir.

____ - Jackson Rd, Hill Creek up Lynx Hollow Road, requested site visit for flooding concerns, he is just above the Hill Creek diversion channel. Hill Creek has a dense scrub-shrub ecosystem along it there. Drove past, may consult by phone.

Tim Lewis—Requested site visit for property along Hwy 99 across from gravel pits. Renter on 26 acres owned by Carol ____ (Doug Garletts used to live very close to here I think).

Technical committee/Projects:

No one was in town for a meeting this month so it was cancelled.

Quamash Prairie—Allen, Laurie and I met with the Lane County Waste Management (LCWM) team and regulatory representatives from DSL and the Corps. There is interest in moving forward and our regulatory hurdles are smaller than we thought. However, in light of constrained timelines, need to proceed with the approval of the Lane County Commissioners, and opportunities associated with partnering LCWM lands with the floodplain design work, the best course of action

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would be to plan for the April grant deadline for Quamash Prairie and Cinderella Park.

We have opportunities to move into a potential project at Cinderella Park. Don Strunk gave Allen and I an extensive tour of this backwater habitat (and one pond). Lane County Parks is onboard and planning can begin anytime.

Overall, we have laid the groundwork for cooperation with this department of Lane County and are learning the process required for partnership. Both sites may qualify for our floodplain restoration design program.

Mosby Creek Habitat Assessment—Very successful first event for ' Friends of Mosby Creek with over 40 people attending the 3 hour event that was recorded by audio tape; Grant proposal for a Habitat Assessment on the lower 9 miles is underway.

East Regional Park Restoration—Rob Cox, Laurie Bernstein, Alison Center and I are all contributing pieces towards a formal restoration plan to use for two purposes: 1) to submit to the City of Cottage Grove's master planning process and 2) to form the groundwork for our OWEB restoration grant this cycle.

Grants & Development

Conducted research on the National Forest Foundation and Americorps grants. Laying the groundwork to apply for capacity-building funds.

Education & Outreach

Annual Celebration: Despite unrelenting rain, over 30 people came out for our public picnic and tour of the restoration at Garden Lake Park on September 30th.

Water Quality Training: On October 1st, over 10 people attended our first water quality testing training. It was conducted by Steve Hanson, DEQ Water Quality Monitoring Coordinator. Four of the ten people will be available to conduct monitoring, as well as to assist in classrooms while WQ testing is being taught.

Watershed Preservation Project: Our education project lead, Stephanie Schroeder from Walama Restoration Project, has begun working with

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students in local classrooms. Teachers/classes from 4 local schools are actively involved; all attended a Water quality training that we hosted and restoration projects are being developed by students along the Coast Fork in Cottage Grove.

**We plan to apply for funding to continue this project, and conduct additional ed/outreach in the basin.

Garden Lake

Location for our annual celebration—where about 10 people came on a tour in the rain. Here we saw that most of the plantings LIVED through the summer! Walama Restoration Project will resume removal work on Phase I in late October/early November. Garden lake Project Team Meeting should be happening late Oct/early Nov—will inform of date when developed.

Claire Porter is starting to work with me to develop more explicit plans for the rest of the planting/removal. We will also be exploring bids for small amounts of the work, as well as drafting an additional RFP(s) for the remaining areas.

Action Planning

Action Plan is 99.6% done. Will post immediately upon completion. Will be invoicing, completing final reports soon.

TMDL Implementation Planning (LCOG/DEQ 319 funds)

This is taking a lot of effort this fall, but helping to develop relationships with municipal partners. I have been attending technical workshops associated with the TMDL implementation, planning meetings with other Coordinators, DEQ, and LCOG. I am developing outreach materials in conjunction with other Coordinators.

Cottage Grove

Returned comments on the Cottage Grove draft plan last month and met again with the planning team. I will be assisting with

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Creswell

Creswell's TMDL implementation matrix is pretty well flushed out and includes CFWWC contributions. I will be checking in with staff to more fully discuss how they plan to implement the plan and where we can partner in the future.

Floodplain Restoration

I have met with our partners at the Corps twice this month, once with Eve. She and I will be revising our strategy for Phase II of this project, developing a budget, and beginning to meet with the Corps to foster their technical contribution. Eve plans to resubmit for Tech Assistance. Our work with Lane County Waste Mgmt has provided a good framework from which we can begin to focus in the Coast Fork.

Our timeline is as such:

Late 2007: Send general riparian mailer to Coast Fork landowners in/around Creswell—in priority reach

January 2008 Begin public meetings/landowner workshops

March 2008 Project Planning

April-May 2008 Restoration Design Sessions