

Coast Fork Willamette Watershed Council Steering Committee

Meeting Notes

December 6, 2007

Attendees: Diana Bus, Paul Bohner, Allen Martin, Alison Center, Pam Reber, Dustin Bengtson.

Facilitator: Pam

Note Taker: Melissa Lanham

Check-In:

Allen: Fiscal agent transfer complete. East Lane ties severed and on good terms. OWEB is making documentation for changing fiscal agents in the future.

Dustin: 2037 Cottage Grove visioning is exciting for the community. Blue green algae policy, response and monitoring, Christy was helpful.

Paul: BLM Western Oregon Plan Revision deadline for comment is January 11. Dave Cunningham wants to be part of Steering Committee. Cottage Grove Forestry committee wants to work together on issues, next Monday is next meeting, we should invite them to tree plant.

Pam: Amanda Wilson contributed a tracking sign in sheet for in kind, passed around.

Alison: Educational outreach for invasive species at East Regional Park.

Coord Executive Summary: (See Appendix A)

Pam reported success with timelines, total of grants: 6 technical grants and 1 education/outreach grant. The Garden Lake grant is being transferred over to McKenzie. BLM funds will be transferred separately. Pam will keep records on small grants as Small Grant Team Leader.

Council Evaluation:

Comments were:

Diana: Doesn't seem to help for the future. Alison: Needs more focus, objectivity. Allen: membership is close to capacity, need to define committee roles, and not wear out volunteers. Pam: steering committee is an advisory group.

Elections:

Alison formally resigns from treasurer position.

Much of Treasurer work will be done by fiscal agent: quarterly reports, summary for individual projects, monthly reports.

Election Results:

Allen Martin will remain Chair

Brian Forge will remain Vice Chair

Larry Weaver will be the new Treasurer.

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Ed/Outreach Update

Dec 4th Committee Meeting included: Outline for public meetings, newsletter, map for school, wanted posters for invasive species. Next meeting January 15. Pam wants to produce a top five noxious weeds stock letter or brochure, need help with graphic design. The weeds are ivy, false brome, meadow knapweed, blackberry, scot's broom, japanese knotweed and maybe two others.

Coordinator Evaluation

Allen proposed coordinator evaluation postponed until February, committee approved.

Financial Report

\$135.00 was raised so far from the tree printings done by artist Tony Willey. Pam plans to use his art for promotions in the future.

Annual Meeting

January 12, 2008 is the annual meeting. Prework is due by January .

- Topics are:
- Strategic Planning: to create a common picture
- Budgets and Operations: overview budgets and operation project worksheets
- Capacity, Funds, Volunteers: Building and retention.
- Roles, Board rights and responsibilities: worksheet.

Committee worked out the schedule as follows:

9 am Overview/ unifying strategies, proposals for change, and quantifiable objectives.

10-10:15 am Break

11 am Budgets

11-11:30 am Break

11:30 Capacity

12:15 Roles.

Other Business

Don Loeffler has left the steering committee but will stay on as webmaster. The committee wishes to create a gift to thank him.

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Coordinator Executive Summary

December 2007

Upcoming Events:

Dec 4th 5pm Ed/Outreach Committee Mtg 6:30p Tech Committee Mtg

Dec 6th Steering Committee 6:45p

Dec 8th 9am-1pm Tree Planting Event at Garden Lake

Dec 10th Willamette Coordinators' Mtg, Salem

Dec 17th WQ Monitoring Grant Due to DEQ 319 Program (w/other councils)

Dec 22nd-Jan 6th Coast Fork Office closed (no public activities)

Jan 12th Steering Committee Half-day Mtg 9am-1pm at CG Com Ctr

Jan 14th 9a-1p Cinderella Park Project Work Session with Laurie & Pam

Jan 15th 5pm Ed/Outreach Committee Mtg

Jan 15th 6:30p Tech Committee Mtg

Jan 21st MLK Holiday

Jan 23rd Public Meeting on Water Quality & TMDLs in CG 7pm

Late Jan/Early Feb Tentative dates for Mosby Creek Stakeholders Mtg

Updates:

This month we developed timeline matrices for the next 6 months in both our Technical and Education/Outreach Committees. These have been identified as useful tools for identifying when resources are needed (people, maps, etc.) on a per project basis. I hope to develop a similar tool for the Steering committee in coming months.

Our Holiday Open House had a host of familiar faces from different projects—over 25 people attended.

The TMDL work is finishing up soon, except for a tree planting which we are setting up in Cottage Grove for February.

Program Updates by Funding Category/Quarterly Work Plan Outline:

Support Grant

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Administrative Duties

Committee coordination:

Technical Committee met Nov 6th and Dec 4th and two Ed/Outreach related meetings took place this month. The Ed/Outreach Committee met on Dec 4th and a second Strategy/planning meeting took place November 20th. Notes available for all meetings listed.

Fiscal Agent:

- Allen Martin and I have worked closely this month to secure the transfer of all fiscal management responsibilities from ELSWCD to the McKenzie Watershed Alliance.
- Reports for the first quarter of the biennium (July-Sept 2007) will be available for review in advance of our Half-Day Work Session on January 12th.

Council Partnerships

At our Holiday Open House, we acknowledged our partners with a poster.

City of Cottage Grove—featured this news brief on their website Nov 30, 2007:

Public Outreach

Planning Technician, Jessica Duggan and Public Works Director, Jan Wellman attended the Coast Fork Willamette Watershed Council open house this week. The purpose of the open house was to give the Watershed Council an opportunity to showcase many of their projects to a wide variety of stakeholders. Jessica staffed the City's display, in regard to the East Regional Park, by answering questions and explaining our participation in this project. The City has partnered with the Watershed Council on several projects over the past few years and we appreciate the cooperative working relationship that has been developed. Coast Fork Watershed health and protection is of primary importance to the City because this Watershed is the source of our domestic water supply.

Southern Willamette TMDL Team—Next meeting Thurs Dec 6th 9am, not sure if I'll be attending.

Willamette Coordinators—Next meeting Dec 10th 9am in Salem—Along with Dana and Eve, I'll be presenting our work with cities involved with the TMDL implementation process.

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Landowner Relationships:

Jan Ogsbury—Grant is in final stages of development and will go to the next Technical Committee meeting for approval.

Carol Och property—I followed up on this visit by providing grant materials to the tenant. He is supposed to get back to me about his conversations with the owner about approaching her neighbors. I have not heard back yet.

Technical committee/Projects:

See meeting notes and matrix on projects for next 6 months. Notes forthcoming in a day or so.

Grants & Development: We have about 6-7 proposals underway for April 2008 deadline.

Education & Outreach Committee:

Strategic Planning: Lots of progress has been made on this in the last month. The team that met separately from the committee pulled together a good draft of a strategic plan with clear objectives. We discussed how to facilitate Committee meetings and then I implemented those recommendations and things seem to be much more clear. We have a matrix timeline of the next 6 months of activities too.

Education/Outreach committee: Meeting notes coming soon—the focus of the meeting was planning our public meetings for the next few months.

Holiday Open House: Well attended

Garden Lake

Walama Restoration Project has resumed work on the Central section. They are scheduled in for completing this section and Peninsula this winter.

I met with a representative from Lane Metro Youth Corps and will be scheduling them to begin work on the Hill Creek section.

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Plants are ordered and other details worked out in anticipation of the Dec 8th Tree Planting.

TMDL Implementation Planning (LCOG/DEQ 319 funds)

Have been meeting with Cindy Thieman, Long Tom, extensively to put together a Water Quality monitoring proposal for the 319 program due Dec 17th.

Cottage Grove

Returned comments on the Cottage Grove draft plan last month and met again with the planning team. Met with staff about the WQ monitoring grant and they are not willing to do monitoring within city limits all year, just during the summer with their special crew, but they are willing to financially contribute to another group doing it during the winter. We plan to do a Powerpoint TMDL water quality presentation in CG on January 23rd in advance of CG's adoption of this plan on January 18th.

Creswell

Met with staff about the WQ monitoring grant and they are willing to do monitoring within city limits. Shared the TMDL Powerpoint with their planner, Denise Walters, in preparation for their plan adoption.

Floodplain Restoration

Had an amazing meeting (thanks to Sheila Hale and Larry Weaver) with a lower Coast Fork landowner. Will be sending out a mailing to that area next week or so.

Eve 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. 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