

**Coast Fork Willamette Watershed Council
Steering Committee Meeting Notes
May 1, 2008**

Attendees: Deb Schmidt, Pam Reber, Dustin Bengtson, Alison Center, Larry Weaver, Paul Bohner, Diana Bus, Brian Forge, Jim Mough.

Check-In:

Deb –

- Attended the Ed/Outreach Committee meeting in April and the Council meeting with the Watermaster.
- Had a Lincoln Middle School class do weeding in the office native garden for the Day of Caring, also had another class at East Regional Park picking up garbage and pulling ivy.

Dustin –

- Talking to folks about authorities and water storage and how we use water (thru the Army COE).

Diana –

- Students at U of O have started turtle habitat monitoring.
- Tied in with the Charter School at Culp Creek to clear blackberries at the far end of the Row River trail.
- Have some picnic tables available for Garden Lake Park. Pam to check on how many and who to connect with from the city of Creswell.

Jim –

- Catching up

Larry –

- Killing blackberries.

Brian –

- Planting at home.
- Finished the Kiosk for East Regional Park.
- Did a water storage presentation at the council meeting.

Paul –

- Attended the Council meeting with the watermaster.
- Pulling Ivy on property.

Alison –

- Went out to Garden Lake with Pam and saw the pond turtles from the tennis court side. Also saw some warblers.
- There is turtle training this Saturday at East Regional Park. I helped on Day of Caring at Baker Bay.
- Dorena hydropower comments are due this month.

Pam –

- Invasives Advisory Council to the Oregon Department of Agriculture -Sam Chan - offered to have someone from the council attend one of their meetings. Pam is going to get some more details.
- Pacific Power is selling renewable energy. She will present a proposal for decision next month.
- There is an OWEB business meeting May 20-21st in Ontario.

Coordinator Executive Summary

See Attachment A

Feedback on Grants Submitted

Should know about funding by mid July.

Steering Committee Evaluation Form

Diane presented a proposed format. Alison suggested adding something to evaluate success of our projects. Add: #19. The steering committee regularly evaluates the success of projects that are implemented. Committee approved form with the addition of #19. Will decide at the next meeting when to do this evaluation. Pam will revise the form.

Top 5 Priorities Update

Discussed how we wanted to frame our process of identifying our top project and organizational priorities. The Committee decided to develop it as a 12 month plan with quarterly evaluation. Dustin will send read-aheads by the 8th of May and will request in advance our top priorities by the 22nd of May. The Committee agreed to commit an hour to the next steering committee meeting to accomplish this task.

Pursuing a Parallel non-profit structure

This proposal will be included as a consideration when we identify our top 5 priorities. Middle Fork has recently achieved non-profit status. May want to get them to share the process they used.

May Events

May 3rd 11:30am-1pm Turtle monitoring training at East Regional Park (meet at weigh station)

May 6th 3:30-5pm Wetland Tour at Diana Brown/Phil Sutton property—see Mosby section for location.

May 13th 5pm Ed/Outreach Committee meeting

May 16th Creswell Cleanup with Special Ed Class, location tba

May 17th SOLV Down by the Riverside Event in Cottage Grove

May 18th Mt Pisgah Native Plant Show & Sale

Early June Water Ouzel Clean up Float

June meeting will be a tour of Garden Lake

Financial Report

Pam met with Amanda about the reports and discussed her breaking things out a little more. She is going to work with Larry and Pam June 11 and 18th to see if they can work with quickbooks.

Agenda for Next Steering Committee Meeting

June 5th.

Top 5 – 1 hour

Set timeline for Steering Committee Evaluation

Stephanie from Walama Restoration do a STREAM presentation – 10 minutes

Adjourn

Attachment A

Coordinator Executive Summary

April 2008

Upcoming Events:

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April Press:

- ✓ Public meeting announced in R-G and CG Sentinel

Program Updates by Funding Category/Quarterly Work Plan Outline:

Support Grant

Administrative Duties

Fiscal management:

In June, Larry & Pam will be having two half-day sessions with Amanda. One will be to set up Quickbooks (with our own Chart of accounts), the other will be to work on the annual budget which we will need to approve at our July meeting.

Committee coordination:

The Ed/Outreach Committee met April 8th, notes are attached in the appendices.

The Tech Team meeting was cancelled due to sickness and weather.

The next Friends of Mosby Creek meeting is being planned with Nolene and Dian.

October '08—OWEB

- Cinderella Park Restoration Proposal

- Education Grant for STREAM Program
- Monitoring Grant for Western pond turtles

Education & Outreach Committee:

SOLV: Event planning is coming along well. Please see the attached notes and flyer.

Garden Lake

Walama Restoration Project is back working in the final section: Hill Creek after completing Peninsula.

Project Management is going well as Erik and the City folks, Roy and Cliff continue to be hugely helpful.

In addition to hiring one technician, Carly Deicher, Tony Willey also worked for the council conducting planting and mulching this month.

TMDL Implementation Planning (LCOG/DEQ 319 funds)

This project is complete with the tree plantings that occurred the week of April 21st along with the STREAM program. I will be invoicing LCOG and continuing to work with both Cottage Grove and Creswell on TMDL planning and implementation.

Floodplain Restoration

Data transfer and check-in meeting April 10th went well and resulted in the planning of a meeting for May 2nd to review priority areas and set dates for our June public meetings.

Mosby Creek

Instream Project

On April 4th, in preparation for developing our budget, our technical group (Bob, Erik and I) sent out an 'Intent to Develop a Proposal' inquiry/notice to a list of 30+ engineering firms and partners. This garnered quite a response, including 4 full estimates for what conceptual designs would cost for the project. On April 21st, we submitted a full proposal for \$50k to the OWEB Technical Assistance grant cycle (Type #1).

Monitoring Project

Kim Jones from OSU Aquatic Inventory Project is preparing the contracts, I may need assistance in determining if we need to have an agreement with Weyerhaeuser or not.

Friends of Mosby Creek

From Dian Missar:

Birds are nesting, so Diana Brown and Phil Sutton are inviting you to come right now: Tuesday May 6th at 3:30-5:00pm to walk along the wild flower trails and bird habitats of the year-around, natural wetlands they are renovating. This is the wet and wonderful site above Missar's. Come see the difference of an undisturbed watershed.

Directions: (near Missars but off Brumbaugh Lane). Where Mosby Creek Road bends at Plum Creek Tree Farm, drive straight ahead up Blue Mountain School Road, to Brumbaugh Cemetery at the top of the tree farm. Brumbaugh Lane, a gravel road and former railroad track) starts there.

Turn right on Brumbaugh Lane and go a short distance to Diana and Phil's open driveway gate. Please park only on the gate side of Brumbaugh, to allow cars to pass. Look for signs, too!

from Noleen, 942-2329 and Dian, 942-7676

Landowner Outreach in Mosby

The council applied to both the UO RARE Program and to the OWEB technical assistance program for capacity to conduct meetings, site visits and project planning within Mosby Creek.

April Events/Meetings:

April 1st—Dan Duffy Site Visit

April 3rd—Meeting with Allen; Steering Committee

April 22nd Earth Day—The STREAM program facilitated Kennedy HS students in hosting 60 Latham Elementary students in a set of three learning stations where they conducted tree planting and mulching along the Coast Fork. See the results at: <http://www.slane.k12.or.us/> More pics at:

April 22nd Friends of Mosby Creek Meeting & tour at Chuck & Dian Missar's

April 23rd Ponds & Water Catchment with Michael Mattick, public meeting. Over 30 people were in attendance!

April 24th SOLV Meeting

April 25th Day of Caring—Children from Lincoln MS participated in projects at East Regional Park and all over CG.

April 15th/29th Applied for UO RARE participant and had a meeting with the program coordinator. We will find out by the end of May if we are possible candidates.

Appendices:

A: Site Visit with Dan Duffy

B: Education/Outreach Mtg (2 months of notes)

C: Technical Committee Mtg (decisions about grants)

D: Floodplain Mtg in PDX

E: Office meeting with Jason Blazar, Camas Educational Network

F: Office meeting with Amanda Wilson, McKenzie Alliance

G: April 24th SOLV Meeting

H: April 30th Phone meeting with Christopher Douglass

A: Site Visit Report

DATE: April 1, 2008

FOR: Dan Duffy's property

32526 Doolittle Rd. (near Cottage Grove Reservoir) (RSW T21S sec. 56)

Directions to site: out London Rd.; follow to Reservoir Rd.; 3.2 miles from new bridge; left onto Reservoir Rd.; follow around dam to far end of Pine Meadows Campground; left on Doolittle Rd.; at end 3 forks- center driveway; 1st house. Owns both sides of creek to Doolittle Rd.

STAFF: Pam Reber

Site information: seasonal creek(unnamed) that drains to Cottage Grove Reservoir (to NW approx. ¼ to ½ mile away); older culverts under private road are rusted out and damaged; some bank erosion and slumping of roadway; mostly treeless-grasses.

Problem 1: damaged and rusting culverts (3) that go under road; one culvert under driveway, not damaged but at odd angle; no vegetation other than grasses; **upstream bank/roadway beginning to slump**; some bank erosion as creek bed drops from above crossing to below crossing (bankcut depth to ~10feet); other erosion caused by possible vole activity.

INITIAL EVALUATION: removal of old culverts and replacement needed; stream bank stabilization with plantings.

RESOURCES: Neighbor has backhoe & is willing to conduct work; need funds for culverts and rock.

Problem 2: ~40feet upstream from crossing; waterfall with woody debris (this appears to stabilize the section to some extent); nick point and head cut eroding bank; drop in stream bed elevation begins here.

INITIAL EVALUATION: keep woody debris in stream; plantings both sides of stream.

Problem 3: high risk section approx. 60 to 80 feet above waterfall; approx. 200 foot section denuded of vegetation; livestock access stream bed.

INITIAL EVALUATION: off-channel watering for livestock; and fencing to keep livestock out of stream; discuss riparian plantings with upstream neighbor (the one with the backhoe).

Plants- existing: cascara, ferns, willow, ash (2 tall), oak, Douglas-fir; plum patch, apple tree

Species Dan Duffy wants (he is a former landscaper): red-osier dogwood, osoberry, vine maple.

B: Coast Fork Willamette Watershed Council- Education/Outreach Meeting

April 8, 2008

Attendees: Tami Schroeder, Donna Long, Deb Schmidt, Teresa Cowan, Pam Reber

SOLV

No hazardous waste collection this year—Lane County does every OTHER year.

Next Step Recycling- yes

Master Recyclers

Weyerhauser Co. to take large rigid plastic; lawn chairs, etc.

CG Garbage Service

Focus on promotion: garbage bills

Urban Forestry plans involvement—how?

Tables (at BBQ) at Ivy & Greenway information

Hiring Catering (City) & soliciting snacks & door prizes

Snacks/refreshments will be available at both Jan Ogsbury's (Silk Creek) and Susan Phillip's (on Coast Fork, behind Better Bodies).

Master recyclers- what to do with them?

Service Clubs- They look for projects in September (this is when they pick projects), so we can't ask them now. High School- *Donna to contact Sandra Wilkerson?, HS Key Club*

Work Site Team Leaders-

Silk Creek- Julie ___? to lead a demonstration? (would someone remind me who this is?)

Contact LCC about leading efforts

Event Photographers (results oriented—garbage & plants removed)- Donna & Frank Long

Riverside Park: Gail Hemsoth & Erik Cullander

Press release:

Deb brought feedback to the Ed/outreach committee that doing more/better press releases was identified as something to address in our recent council evaluation. The committee agreed with the recommendation that the need for press releases should be addressed monthly, and that this is something the committee members can assist with. Donna Long agreed to assist with the April public meeting press release. This was outlined like: Pam to send/email a press release template, then answer questions & send along our 4 main email contacts.

April Public Meeting:

Audience Ideas: ask Michael Mattick who to invite; forward to Paul Reed & ag contacts; Developers, OSU Extension; Pond- on-site water collection/conservation

Other ideas for outreach in general:

Get an article in the R-G Home & Garden—It has timeliness because of the big OR Field Guide work on invasive species.

Ed/Outreach Committee Meeting 3.11.08 Minutes

Attendees: John Hogan, Donna Long, Gail Hemsoth, Eric Cullander, Pam Reber (Coordinator)

Round robin of activities:

The LCC GED class toured the Water Treatment Plant with Ray Pardee and the East Regional Park with Pam Reber and Stephanie Schroeder.

9:15 Friday, Mar. 14th, KNND's Beeper Show featured Kennedy Middle School Students, their teacher, Beverly, and their work on Invasive Species

Walama Restoration is applying for an AmeriCorps position to continue the STREAM (Students Trained in River Enhancement Assessment Monitoring) Project. Pam gave input.

April 16th deadline for RARE (Resource Assistance for Rural Environments) which would provide a UO grad student to help with projects like:

- 1) East Regional Park volunteer coordination
- 2) Organizational work such as the newsletter

It requires a \$17,000 match.

Urban Forestry committee is interested in planting trees downstream of STREAM site. Pam is coordinating with them.

Lincoln Middle School Transition class is seeking 501c3 groups to apply for \$500 - \$2000 grants for work to "empower kids".

SOLV: Teresa is thinking of having a steering committee form for this event. Pam will meet with her and tell of Donna Long's interest.

Community Meeting Planning:

Mar. 17, 2008 Sam Chan, UO Invasive Species expert. 7:00 p.m. Rm 241, Bldg 19 at LCC's 30th Avenue campus.

April 23rd ideas include: ponds and water cachement, Michael Mattick, pond turtle talk and slide show held in Cottage Grove, Pond Turtle Training. (could be a way to bring people in)

Ideas for future meetings in Creswell are: Tour Garden Lake, Open House style meeting, water quality presentation

Suggestion to find representatives from Creswell to serve on the Education/Outreach committee.

Need to additional Creswell locations beside the Community Center. Gail will follow-up.

Other Business:

Newsletter ideas: Forecasts of reservoir levels.

Input needed: Pam seeks input on website and web blog. Likes/Dislikes

Pam is trying to coordinate with BLM on pond turtle surveying, visual assessment.

The goal is to determine if the turtles are using the nesting sites.

C: Technical Committee Minutes

April 8, 2008

Attendees: Julie Knurowski, Alison Center, Erik Moberly, Allen Martin, Jim Reed, Laurie Bernstein, Pam Reber

Allen—Cinderella Park Site Eval: great turnout including Native Plant Society people, John Koenig (author of Willamette Atlas), and wetlands consultants. Discussion about timeline: Patti Hanson does not think the approval process will not need to go before the Board of County Commissioners. Need to keep pressure on and keep it moving forward.

Erik—Working on Mosby grant; East Regional Park Youth Fishing Event is April

Laurie—Worked on Cinderella Park, taking a trip May & June to the former Yugoslavia.

Alison RR/

Western pond Turtle Monitoring at Garden Lake:

- ✓ Alison & Pam conducted a site visit today at identified observational monitoring points and saw 6 turtles.
- ✓ Erik said Brian Wolfer & Chris Yee, ODFW, could be involved.
- ✓ Next steps: compiling a monitoring route, developing an observational monitoring form and setting a date for training.
- ✓ May need field tour to Fern Ridge to identify grass type and character of area.
- ✓ Could just do a training at the Tennis Courts for Garden Lake monitoring.

Jim Reed Culvert Show & Tell/Culvert proposal TA Type #2

- ✓ Stream-Road interaction, then stream mile length based on fish presence.
- ✓ Developed a series of weightings
- ✓ **Other data that can be derived: size of streams, gradient, carrying capacity for stormwater (50 yr flood, etc.) Orthophoto overlay with gradient/size of stream info.**
- ✓ Missing data on cutthroat? Laurie says Doug Bateman at OSU has cutthroat info
 - 6-20% gradient watersheds in addition to watersheds > 60 acres
- ✓ Spring Chinook & Steelhead could be targets, not Bull trout
- ✓ Target locations: private landowners.

Approach in Coast Fork:

1. Use GIS to determine road/stream intersections
 - a. Merged digital elevation data with road streams
2. Identify watersheds >60 acres within a certain gradient
3. Choose watersheds with significant lengths of fish habitats
4. weighting? Based on fish? Develop our own criteria and weighting
5. Prio
6. Number of meetings (2-3 preliminary; some ongoing; then a final meeting or two)
7. Possible support from ODFW, Lane County Public Works (Ollie Snowden)
8. Culvert team: could be volunteers supervised by

Benefits of opening up habitat:

- ✓ Cutthroat use all the streams

Site Visits:

- ✓ Include on-the-ground work investigating habitat upstream
- ✓ Number of site visits: 20-50
- ✓ Could prioritize by priority areas:
- ✓ Can rerank by 6th field

Deliverables:

1. List of priority culverts/areas
2. Set of maps

Mosby Creek Project Design TA Type #1

- ✓ Reach: Norweigan Creek to the forks 4.5 miles
- ✓ Photos of previous project done in 1995

(East fork has tailed frogs)

Mosby Creek Landowner Recruitment Grant TA Type #3

Formal approval given by the team on all grants.

D: Floodplain Mtg in PDX

Attendees: Eve Montanaro, Christine Budai (Corps lead), Merri Martz (Tetra Tech Biologist), Mike Swanson (Corps GIS), Leslie Bach (TNC), Pam Reber

We discussed maps and data sharing and next steps, set up meeting for May 2nd. Will share full report from this meeting.

E. April 16, 2008- IN-PERSON MEETING (Reber)

WITH: Jason Blazar

FROM: Camas Education Network

NOTES: * Community Stewardship Program- May presentation "My Footprint"

- Fall Ecology Walk (prob. HS)
- Community Stewardship on campus; journaling online.
- Hendricks/ Mt. Pisgah

* June Ed/Outreach Mtg.- invite Jason to present an overview about this program

* Need plant materials- Eugene/ Creswell/ Cottage Grove

* Provides habitat & nursery stock

* Kennedy Conservation Corps- swale adjacent w/ camas

- stormwater

* School District recruitment/ restoration planning/ TA #1-3

- NW Youth Corps/ Oak Hill School
 - Restoration design & stormwater design
 - Creswell/ 4J/ Pleasant Hill/ Springfield/ Thurston/ Elmira/ Bethel
-

F. April 23, 2008- FINANCE MEETING (Reber)

WITH: Amanda Wilson

FROM: bookkeeper for McKenzie Watershed Alliance

NOTES: * dba checking account- need to get them statements (this is petty cash)

- Discussed Amanda's help with Larry's efforts to set up a separate CF chart of accounts for easier tracking; (Dean Huber set up the McKenzie's system); Amanda also willing to help with budget work.
- Proposed two meetings to accomplish the above topics with Larry Weaver and Amanda on June 11th & 18th, 8am to 1pm.
- Deal with accounting for Priory Project (for plants \$425); separate out receipts for plants for Priory and Garden Lake

Call David Atkin about business registry/dba issue.

G: April 24th SOLV & other CG issues MEETING

Attendees: Jan Ogsbury, Kim Reed, Amanda Ferguson, Jessica Duggan, Teresa Cowan, Stephanie Schroeder and Pam Reber.

Check in about SOLV:

Jan & Kim will go talk to neighbors in order to identify a site to remove ivy during the tree planting event. (Update: Tentative Ivy pull location is 1330 Merrill Lane, next to Jan's) Scott who works for Jan will be reconning the site.

Need a better, flashier, color flyer. Next year we need to get a sign . . . spray paint/stencil some?

Teresa is working on getting the event in the garbage & water bills, soliciting prizes and organizing the BBQ. Pam notified Sunrisers Kiwanis about the date and will be working on press and articles.

SOLV and East Regional Park . . .

At our public meeting, Donna Riddle signed up to be a team leader at East Regional Park on May 17th (since she is injured, she may need a second person there). Discussion of bullfrog derby and dinner party at next year's event! Russ Kalese is the lead site person at ERP for the city.

Check in about TMDLs:

STREAM activities have been helping CG meet their TMDL requirements, but in order for this to be the case, we discussed the importance of all partners: Coast Fork, Walama and the City of CG to share DOCUMENTATION OF ALL ACTIVITIES including: in kind time, DEQ requirements, etc. PAM to coordinate/manage this information exchange to occur quarterly.

Check in about Water Quality Monitoring and Regional DEQ Grant:

Stephanie reports that the WELL Program (at Thurston HS) is willing/able to provide training for STREAM students who are interested in the Cottage Grove water quality monitoring effort.

Jessica/Amanda outlined what the CITIES involved in the WQ monitoring grant will require in order to participate:

- ✓ A clear breakout of exactly what is required of each city and how they agreed this would occur. (e.g. CG said they would work with Kennedy to make this volunteer monitoring happen.)
- ✓ In kind forms with a monthly format
- ✓ Advance notice of the above since the project starts in JUNE according to the grant.
- ✓ Pam agreed to contact Eve about her timeline with moving forward on this; Stephanie agreed to ask Eve for a copy of the WQ grant and to discuss the CG WQ piece since she is lead on the WQ component with schools.

Additional brainstorm included the need for CG and the Coast Fork and Walama (?) to develop a skeletal strategic plan for these common outreach goals and possibly to contrive an MOU on this format.

H: April 30, 2008- PHONE MEETING (Reber)

WITH: Christopher 'Doogie' Douglas

FROM: Creswell Ford Leadership Group & Creswell School District Special Education Teacher

CONTACT INFO: 541-954-5386 (personal); 895-6021 (direct line @ High School)
fishingdoogie@gmail.com, creswellskateplaza@gmail.com, cdouglas@lane.k12.or.us

NOTES: referred by Laylie Nichols, Christopher is active with 4 local fishing groups including the NW Steelheaders in Creswell.

He is working with this Ford Leadership Group who has chosen the project of completing 1st bridge at Garden Lake and design and complete 2nd bridge. This will be conducted in conjunction with Dennis Lyons who led bridge 1 work; there is a \$5K match in funding and they will raise an additional \$5k.

Christopher had permitting questions about this bridge work- referred him to ODFW.

ALSO: as a Special Ed. Teacher he is looking for a clean-up project for 10-15 youth; 2-3 hours on May 16th

In order to connect Creswell Schools with the STREAM program, he and Pam will talk to Ann O'Connell about water quality stuff for future possible projects and Will Coltrin about native plants.