

LUCKIAMUTE WATERSHED COUNCIL MINUTES

January 8, 2009 Volunteer Hall, Monmouth, Oregon

6 p.m. – Education/Outreach Committee met at Rick’s Place

7 p.m. – General meeting

Call to Order and Introductions: Chairman Kenn Carter called the meeting to order. Introductions included guests; members present are listed at the end of the document.

Minutes from December 11th, 2008 meeting (too voluminous to attach in its entirety): Kirk Lewis suggested editing a few typos. ACTION: Kirk Lewis moved to adopt the minutes with changes. Shawn Irvine seconded the motion. UNANIMOUS APPROVAL

Turn in volunteer time sheets.

BUSINESS

Treasurer’s report – Shawn Irvine

See attached financial reports from Salem-Keizer Urban Watershed Councils Association, Cascade Pacific RC&D, and Polk Soil & Water Conservation District. S-K fund is currently drawn down more than normal due to borrowing money to pay Gail until project funds are deposited into CP RC&D. Question: are there outstanding invoices for the Ritner Creek project? Answer: no, project came in considerably under budget. Polk SWCD funds will be used for caps and other products.

As discussed during the previous council meeting, it was proposed to transfer money from the S-K account to the Cascade Pacific account. Nicole Duplaix spoke with Jennifer Held of CP, who informed Nicole that the transfer would not cost anything. Also discussed at the previous meeting was the fact that S-K sponsors the LWC website, and if that account is closed, the council may have to find a new sponsor. Nicole Duplaix and Shawn Irvine suggested that the council could leave some money in the S-K account to keep it active. Anne Scheck moved to transfer the majority of funds from S-K to Cascade Pacific while maintaining an account with S-K for website-sponsorship purposes. Tom Smith seconded the motion. No opposition. MOTION PASSES

Steering Committee – Nicole Duplaix

See attached Coordinator report. Discussion about terminology and who should sign the Articles of Incorporation application form. Nicole will try to make an appointment with David Doyle to go over application.

Summary of charter and appendices revisions: In the charter, revisions to section ‘III Council Structure’ would include a Past Chair position and a Council Support Committee (CSC). Question was asked to clarify the intent of the Past Chair position. Council agreed that only the immediate Past Chair would hold that title. The committees will choose their own chairs. The Steering Committee recommends Todd Jarvis as CSC Chair. Shawn Irvine moved to

create a Past Chair position, create a Council Support Committee, and adopt Todd Jarvis as CSC Chair. Jenniffer Bakke seconded the motion. No opposition. MOTION PASSES. General discussion about asking new council members to participate on a committee. Anne Scheck will serve on CSC.

Additional revisions not requiring a vote include:

Appendix A. III. A, B, and C – Coordinator, Project Manager, and Outreach Specialist descriptions and responsibilities,

Appendix B. Council Membership – adding four new positions to the council (1-At Large, 1-Education, 2-Watershed Resident),

Appendix C. Officer Roles and Responsibilities – addition of Past Chair position and description of responsibilities,

Appendix D. Standing Committees and Responsibilities – addition of Council Support Committee and description of responsibilities.

Changes in council membership (see attached LWC Board Roster): Shawn Woods is nominated to replace Jim Clawson as Polk SWCD representative. Teresa Matteson is nominated to replace Cliff Hall as Benton SWCD representative. John Peterson (Commerce) and Garth Mulkey (Agriculture) are retiring; no replacements yet. Douglas Fitting, self-employed Hydrologist, is nominated to represent Water Resources. Rebecca McCoun is nominated to represent Tribes. She can only commit to a presentation once a year. Discussion about number of council member positions that need to be filled. Question about how to invite/nominate new council members. Shawn Irvine moved to approve Shawn Woods, Teresa Matteson, Douglas Fitting as new council members. Tom Smith seconded the motion. No discussion or opposition. MOTION PASSES. Proposed Officers include Tom Smith-Chair, Tammee Stump-Vice Chair, Mike Lippsmeyer-Treasurer, and Jenniffer Bakke-Secretary. No other nominations. Shawn Irvine moved to approve new officers. Kirk Lewis seconded the motion. No opposition. MOTION PASSES.

OWEB Support Grant: This grant is submitted every two years and it covers council operating funds. It will have same budget as previous grant and request \$202,000. This budget will include a line item for liability insurance – estimated at \$2,500/year. Nicole intends to emphasize council accomplishments such as the revised charter, retreats, annual report, and restoration projects. Shawn Irvine, Michael Cairns and Jenniffer Bakke will review. Question about including a line item for an audit. Only 501(c)3 corporations are required to conduct audits, LWC will not budget for it.

New website designer: Jane Reeder has agreed to help the council update and maintain the website. The website hasn't been updated in a while, so meeting agendas and minutes will be brought up-to-date. Project photos and videos will be added. It was suggested to add a counter on the website, to track how many people visit the site. Discussion about how they are somewhat unreliable. Mike Lippsmeyer will bring a product list available for in-kind match. Jane Reeder volunteered to attend monthly meetings.

Strategic Plan (see attached) was discussed at last Steering Committee meeting. Nicole is working on an LWC Fact Sheet, which will be a two-page document highlighting LWC

goals, vision, and accomplishments. She will share it at the next meeting. Comments on Strategic Plan are appreciated within the next month. Discussion about how the Strategic Plan and Fact Sheet are related. The Fact Sheet will include the Strategic Plan plus some additional information.

Project Review Committee – Tom Smith, Michael Cairns

Falls City Riparian Restoration small grant application was rewritten and resubmitted. Michael Cairns is working on a \$15K NFWF grant to supplement the match required for the Fish Passage Barrier Restoration project. Potential future projects include BLM Title II – Rock Pit Creek Barrier project and Kings Valley / Pedee projects as a result of Gail's outreach efforts.

Project Manager Report (see attached). Michael shared before and after pictures of the Ritner Creek Barrier Removal project, taken December 2006 and January 2009. The LWC Action Plan Technical Assistance grant received a "Do Fund" recommendation. Final decision will come in March. The OWEB small grant team will meet Tuesday January 13. Kirk Lewis is retiring from that team, and Kenn Carter volunteered replace him on the team. Michael Cairns also volunteered; discussion followed about whether that may be a conflict of interest. Shawn Irvine moved to approve Kenn Carter as new representative for small grant team. An alternate is still needed. Tom Smith seconded the motion to appoint Carter. No further discussion or opposition. MOTION PASSES.

Project prioritization: topic was discussed at previous PRC meeting. Though LWC doesn't have Action Plan yet, the Nature Conservancy, EPA, and Wetlands Conservancy all have prioritized areas in the Willamette Valley. The Nature Conservancy produced a map showing the areas together. These areas are a great reference until the LWC Action Plan is completed.

Education/Outreach Committee –Gail Oberst

Summary of the KV/Pedee Outreach project (see attachment). The LWC and Writing Our Watershed have been featured in the Hoskings Happenings newsletter and the area website. The LWC will plan to hold the March 12 meeting in Pedee. The meeting will have an educational talk about the LWC. Group discussion about goals/plan for meeting and who to invite. It was suggested to not conduct a business meeting in March or start the meeting earlier in the day. Since the meeting has already been advertised for 7 pm, perhaps the business meeting will be held before the general meeting. Discussion about having a map printed out of the area. Douglas Fitting suggested Willamette Explorer and Mike Lippsmeyer volunteered to help get it printed. The LWC will host a table at the Kings Valley Farmers Market and sell books, caps, stickers, etc.

Writing Our Watershed book reading February 14 at the Independence Heritage Museum. Jane Reeder recommended videotaping the readings and contacting local TV stations. There is currently ~\$2,000 in the kitty. Cost to print 125 more books is ~\$2,000. Gail will put an order in within the next couple of months.

Other Business –

Green Belt Land Trust – Annual meeting and celebration is January 17, 2009 from 1-4 pm at the clubhouse in Adair Village.

LWC Polo Shirts: in order to receive the price of \$19/shirt, the council needs to order at least 20 shirts at a time (\$370). Nicole planned to order more T-shirts in March; it was suggested to order them prior to March meeting. Mike Lippsmeyer moved to order LWC polo shirts. Tom Smith seconded the motion. No opposition. MOTION PASSES.

January 21 at 4:00 pm – OWEB governing board will meet. Opportunity for watershed councils to present accomplishments and project. Nicole will send details via email.

Most officers will be absent from February meeting. Discussion whether to hold a meeting next month. Nicole asked council to email her their availability for next month. Decision on whether to hold meeting is TBD.

Drawing winner – Nicole Duplax

Adjournment – If warranted, the next regular meeting is scheduled for 7:00 on Thursday, February 13th at the Monmouth Volunteer Hall.

Absent	Present	Position	Board member	Term ends
X		Agriculture	Garth Mulkey	2009
		Agriculture	vacant	
	X	At Large	Gail Oberst	2010
	X	City	Kenn Carter	2010
	X	City	Shawn Irvine	2010
X		Commerce	John Petersen	2011
		Domestic H ₂ O	Vacant	
X		Education	Emily Plec	2011
	X	Environment	Tom Smith, Chair	2009
	X	Environment	Anne Scheck	2010
		Federal agency	Vacant	
	X	Industrial timber	Jenniffer Bakke	2010
		Industry	Vacant	
	X	Recreation	Tammee Stump	2010

	X	Small farm & forest	Mike Lippsmeyer	2009
	X	Small farm & forest	Kirk and Judi Lewis	2012
X		SWCD - Benton	Cliff Hall	2012
X		SWCD - Polk	Jim Clawson	2012
X		Watershed Resident	Ron Nestlerode	2010
	X	Watershed Resident	Jo Yeager	2009
	X	Water Resources	Todd Jarvis	2010
X		Wildlife	David Anderson	2010
Staff, guests:		Affiliation	E-mail	
Michael Cairns		LWC Project Manager	Michael.cairns@yahoo.com	
Nicole Duplaix		LWC Coordinator		
Jane Reeder		Communication Concepts	janereeder1000@comcast.net	
Shawn and Joanna Woods		Polk SWCD		
Douglas and Jamie Fitting				
Teresa Matteson		Benton SWCD		

LUCKIAMUTE WATERSHED COUNCIL MINUTES

Feb. 12, 2009 Volunteer Hall, Monmouth, Oregon

6 p.m. – Education/Outreach Committee met at Rick’s Place

7 p.m. – General meeting, Minutes by Gail O.

Call to Order and Introductions: Mike Lippsmeyer called the meeting to order. Introductions included guests, Thom Jones, Wendy Woods, Trina Brotherton. Members present are listed at the end of the document.

ACTION: Kirk Lewis moves, Mike Lippsmeyer seconds the motion to approve the minutes with changes. APPROVED.

Turn in volunteer time sheets.

BUSINESS

Treasurer’s report – Shawn Irvine, not present, Nicole Duplaix reviews financial reports from Salem-Keizer Urban Watershed Councils Association, Cascade Pacific RC&D, and Polk Soil & Water Conservation District. Council support funds end in June. Discussion below.

Steering Committee – Nicole Duplaix

ACTION – Jamie Parker, of Monmouth, has been nominated by the committee to represent federal agency BLM. Gail Oberst moves, Jo Yeager seconds motion to elect Parker to te position. APPROVED.

Coordinator’s Report – Nicole Duplaix – See written report

OWEB support grant – Nicole reports on funding: Stimulus package may help, so no cuts are expected to support grants, especially shovel-ready projects. Grant levels to be announced in May, funds available end of June. Other funds may be available from other sources, all with emphasis on job generation and community involvement. Discussion about Wyden’s visit to Independence this week. Jo Yeager and Kirk Lewis will go.

Risk Management – Cascade Pacific RCD reports that cost for coverage may be from \$500 to \$1,500 per year. A risk management workshop is in Salem March 5. Attending is Tammee Stump. Discussion: Types of coverage available, official incorporation, protection.

Other items – Volunteer recognition seminar and dinner March 26, McMinnville 5:30-9 p.m. Several council members going. Carpool info. – Check with Gail Oberst.

Lamprey project – Discussions with Carl Shreck about project is funded by Columbia R. Intertribal Fisheries Commission for publications and other Outreach items. The kick-off is at the Grand Ronde tribal school. Rebecca McCoun, Ben Clemens, involved.

Potted plants – These are ready for sale, now at the Lewis’ place, could be sold to raise revenue for the council.

Project Manager Report –Michael Cairns – See written reports

Grants – Discussing Waymire and Grant creeks projects in Project Review Committee. Many calls seeking information about shovel ready projects – trying to establish placeholders in anticipation of Stimulus funds. We have at least two dozen culvert projects surveyed and prioritized and ready to go. The Falls City small grant was approved. Professional crew and Falls City High School students planted and tubed 725 native plants, at the Grand-Clampit project. Jo Yeager sorted them from among the plants in her yard. Update on project development funds (SIP) Special Investment Partnership, and Myer Memorial application.

Other – RBA Rated highly with OWEB – Discussion about talking to Wyden, other community leaders. The public forum has been postponed until September. David Anderson – discussion about bare root plants and tubes.

Education/Outreach Committee – Jo Yeager – See reports

Food at meetings -- Discussion – Do we want to continue to have food at the meetings? Consensus is: Yes. Tammee Stump said she will create a sign-up sheet so that other council members can be responsible for bringing snacks for the council meetings.

Annual events – Which do we want to participate in? Discussion – County Fair, we could share the natural resource entry tent with the commissioner, other agencies. Do we want to be involved? Magnets, tabling stuff, need tabling stuff. Also, two Saturday markets – Kings Valley, Independence – consensus is to be involved in those, and the Hops Festival. We have tentatively set the annual event for Sept. 5 or 18, but will wait for Tammee Stump to see which date is best.

Book report. See report. Discussion about the book finances.

March 12 meeting – See report, suggested agenda.

Other Business –

Fish Trapping on S. Fork Ash Creek – Mike Lippsmeyer – We had to call off the trapping due to vandalism. “Teachable moment?” Maybe so. Possibly we could contact Parks Board for help. Parks board meets next Thursday. In North Fork Ash Creek, fish are found a mile up the creek, and South Fork is even closer, certain to have fish.

Gage Road/Crusty Mud Demons – Thom Jones, Ritner Creek resident, talks about two topics. First, he asks if there has been a study of arsenic leeching into the creek, if there has been a water quality study. His neighbor has reportedly fallen ill from arsenic poisoning in his well. Secondly, Aaron Dabbs, of Crusty Mud Demons, is proposing to establish a motorsports park next to Jones’ property. Jones is seeking advice from the council. Kirk Lewis suggests that Jones also bring the matter to the Southeast Area Public Advisory Committee and Friends of Polk County. Trina Brotherton also lives near the property and said she doesn’t want the sportspark, which is proposing nine annual events. Discussion includes: Environmental impact on fish, property, current owner, process.

Nicole gone -- The coordinator is going to Cambodia to study the hairy nose otter. She will return March 9.

Adjournment – The next regular meeting is scheduled for 7 p.m. March 12 at the Pedee Women’s Club.

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Absent	Present	Position	Board member	Term ends
X		Agriculture	Garth Mulkey	2009
	X	Water Resources	Douglas Fitting	2013
	X	At Large	Gail Oberst	2010
X		City	Kenn Carter	2010
X		City	Shawn Irvine,	2010
X		Commerce	John Petersen	2011
		Domestic H ₂ O	Vacant	
X		Education	Emily Plec	2011
X		Environment	Tom Smith, Chair	2009
	X	Environment	Anne Scheck	2010
	X	Federal agency	Jamie Parker	
X		Industrial timber	Jenniffer Bakke, Secretary	2010
		Industry	Vacant	
X		Recreation	Tammee Stump, Vice Chair	2010
	X	Small farm & forest	Mike Lippsmeyer, Treasurer	2009
	X	Small farm & forest	Kirk and Judi Lewis	2012
X		SWCD - Benton	Teresa Matteson	2012
X		SWCD - Polk	Shawn Woods	2012
X		Watershed Resident	Ron Nestlerode	2010
	X	Watershed Resident	Jo Yeager	2009
	X	Water Resources	Todd Jarvis	2010
	X	Wildlife	David Anderson	2010
Staff, guests:		Affiliation	E-mail	
Michael Cairns		LWC Project Manager	Michael.cairns@yahoo.com	
Nicole Duplaix		LWC Coordinator		
Wendy Woods		Little Luckiamute resident		

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Trina Brotherton	Upper Luckiamute resident	
Thom Jones	Upper Luckiamute resident	

LUCKIAMUTE WATERSHED COUNCIL MINUTES

March 12, 2009. Pedee Women's Club, 12491 Kings Valley Hwy., Pedee

6 p.m. – General meeting

Call to Order and Introductions:

Chairman Tom Smith called the meeting to order. Introductions were done. February minutes were unanimously approved.

BUSINESS

Treasurer's report – Mike Lippsmeyer

Mike gave a brief account of our approximate balance and stated that he and Nicole will meet with fiscal agent in order to get a better handle of exactly how much money the council has.

Steering Committee – Kenn Carter, Nicole Duplaix, Tom Smith, Tammee Stump

The committee attended a risk management workshop and gave an account of some of what they learned. There is a difference between a contractor (Nicole, Michael, Gail) and an employee but there is a grey area. The council may need greater liability coverage especially to cover potential damages to others resulting from decisions made by our officers. The committee is exploring more coverage. FYI, OWEB has never paid for a claim made against a council.

Crusty Mud Demons – In order for this group to develop land near Ritner State Park for an off-road recreation area to be used primarily by ATVs, 4X4s, motorcycles, and bikes, the land use of the land must first be changed. In the meantime, there are two petitions available (one for and one against the proposed activity) in the Kings Valley area. Kirk mentioned he strongly believes SPAC (Kirk is a member) will be against the activity.

New council member to fill At-Large position – Wendy Woods has informed the council that she wants to become a Board member. She has been helping Gail as a volunteer and has attended numerous recent council meetings. Gail highly recommends her. The council will vote during the April general meeting.

Project Review Committee – Michael Cairns

Michael provided hard copies of his Project Manager's Report.

Michael sold \$300 worth of the riparian plants the council owns that are kept at Jo's place. This money will be put into our discretionary fund.

Update on on-going projects

1. Rapid Bio-Assessment (RBA) – the final report will be completed by the time of the next LWC general meeting.
2. All 3 of the projects submitted to OWEB got favorable reviews by the lower OWEB committee and were recommended to the OWEB Board for funding. These 3 projects are: Action Plan, Phase II RBA surveys for 3 more consecutive years of surveys, and a single project for replacement of 3 stream crossings (culverts).
3. Economic stimulus package funding opportunities – NOAA has \$17 million to be used nationwide. Money is focused on fish passage barriers (OWEB or NOAA focus?). OWEB will put together and submit to NOAA one packet derived from all

Oregon watershed councils of barriers. Michael will review his list of fish passage culvert barriers and come up with 12-15 culverts to be given to OWEB for inclusion in their state-wide packet.

KINGS VALLEY-PEDEE MEETING

Welcome and introductions – Tom Smith

“Why we are here?” – Nicole Duplaix

Overview and history of the LWC – Kenn Carter

History and overview of Kings Valley and Pedee area – Audrey Theurer and Marlene McDonald

Restoration Projects in the Kings Valley and Pedee area – Michael Cairns

Pedee/Kings Valley project participants – Kendall Cates, Mark Hazelton

Community Discussion – Nicole Duplaix and all

Closing Remarks – Gail Oberst

Absent	Present	Position	Board member	Term ends
		Agriculture	vacant	2008
	X	At Large	Gail Oberst	2010
	X	Biologist	David Anderson	2010
	X	City of Dallas	Kenn Carter, Chair	2010
X		City of Independence	Shawn Irvine, Treasurer	2010
		Commerce	vacant	2011
	X	Education	Emily Plec	2011
	X	Environment	Tom Smith, Vice Chair	2009
X		Environment	Anne Scheck	2010
X		Industrial timber	Jenniffer Bakke	2010
		Industry	vacant	2008
	X	Recreation	Tammee Stump	2008

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	X	Small Farms/ Forests	Mike Lippsmeyer	2009
	X	Small Farms/ Forests	Kirk and Judi Lewis	2012
	X	SWCD - Benton	Teresa Matteson	2012
X		SWCD - Polk	Shawn Woods	2012
X		State/Federal	Jamie Parker	
X		Tribes (once a year)	Rebecca McCoun	
X		Watershed Resident	Ron Nestlerode	2010
X		Watershed Resident	Jo Yeager	2009
X		Water Resources	Todd Jarvis	2008
X		Water Resources	Douglass Fitting	
Staff, guests:		Affiliation	E-mail	
Nicole Duplaix		LWC Coordinator		
Michael Cairns		LWC Project Manager	Michael.cairns@yahoo.com	
~30 Kings Valley residents!!!!		Watershed residents		

LUCKIAMUTE WATERSHED COUNCIL MINUTES

April 9, 2009 Volunteer Hall, Monmouth, Oregon

6 p.m. – Education/Outreach Committee met at Rick’s Place

7 p.m. – General meeting

Call to Order and Introductions: Chairman Tom Smith called the meeting to order. Introductions; members and guests present are listed at the end of the document.

Minutes from March 12th, 2009 meeting (too voluminous to attach in its entirety): No discussion. Michael Lippsmeyer moved to adopt the minutes, Kenn Carter seconded the motion. No opposition; Motion PASSES.

Volunteer time sheets turned in.

PRESENTATION

Rebecca McCoun and Mike Karnosh presented a summary of the Natural Resource Programs and Ceded Lands Management of The Confederated Tribes of Grand Ronde. A brief outline of their presentation is below. They also distributed a pamphlet titled “Confederated Tribes of Grand Ronde, Natural Resources Division, Natural Resources Management Summary”.

Rebecca McCoun – Natural Resource Programs, including.

- Timber Management – harvesting

- Recreation – trails, campgrounds

- Fire – controlled burning

- Fish & Wildlife Projects (most grant-funded), such as:

 - Fish weir and smolt trap on Agency Creek

 - Culvert replacements

 - Black-tail deer program

 - Forest meadows / forage improvement

 - Water quality monitoring

Mike Karnosh – Ceded Lands

These are lands the tribe has ceded to the United States under treaty. Mike presented the fascinating history on local tribes, treaties, and historical location of tribes in western Oregon. Mike also discussed projects on the ceded lands, including a Pacific Lamprey migration and distribution study.

Question & Answer session followed.

BUSINESS

Treasurer’s report – Mike Lippsmeyer

Salem-Keizer Urban Watershed Councils Association account currently contains \$6,349 in general funds; there was \$8 movement last month (see attached financial report). Cascade

Pacific RC&D account currently contains \$547 in discretionary funds. Council wants discretionary funds held in the Cascade Pacific account. Discussion: how much funds are available for staffing purposes? Current tracking process doesn't give the council a good idea of how many discretionary funds are available per grant. Council would like to maintain tracking of each grant individually.

Steering Committee – Nicole Duplaix

See attached Coordinator report. Brief summary of the funding recommendation for the three OWEB grant project applications submitted in October 2008. All three received a FUND recommendation (Action Plan, RBA Phase II, Fish Passage Phase I). John Runyon, contractor for the Action Plan, will attend June council meeting. Council received funding (~\$35K) from Meyer Memorial Trust (see attached letter of interest) and expects \$15K for lamprey project.

Insurance:

Network of Watershed Councils attempted to get a group Directors & Officers (D&O) insurance plan, but turned out to be more difficult than first thought since all entities are not created equal. Cascade Pacific is willing to advise us on finding insurance. The council currently has \$1,000 in budget for liability insurance but is about to lose it at the end of the budget cycle. There is \$5,000 in the new budget for insurance. Discussion about whether or not the council could buy insurance on a project basis. Historically, most insurance claims related to watershed councils are against individuals and not the council. Emily Plec moved to allow Nicole to acquire insurance policy quotes; Mike Lippsmeyer seconded the motion. No further discussion or opposition. MOTION PASSES. Steering committee will review options and select a policy.

The council was awarded funding for an AmeriCorps volunteer position. The steering committee discussed declining the AmeriCorps option and simply contracting with the desired candidate. Council currently has \$7,900 available for this position. Discussion about whether or not to decline AmeriCorps funding. Jane Dalgliesh is being considered for this position. Emily Weiner would like to volunteer ~1 day per week for the remainder of the school year. General consensus that the council should forego AmeriCorps funding opportunity.

Project Review Committee – Jenniffer Bakke, Michael Cairns

See attached Project Manager Report. RBA Phase II application approved. WOU and OSU students to help with outreach. Steve Trask will present Phase I results on May 28th at 7pm – Monmouth Library. Fish Passage Phase I application approved. Also received \$15K award notice from NFWF. Part of the \$35K MMT grant will be used to do prep work for the SIP project. Michael submitted 18 culvert replacement projects for the economic stimulus funding.

April 20th is the next OWEB grant application deadline. Fish Passage Phase II grant application was presented to the PRC the previous day. Project includes four culverts – 3 on county roads and 1 on private road. Discussion. Several PRC members had questions, some of which were answered via email by Michael. Emily Plec moved to submit the Phase II

grant application, provided the PRC's questions were resolved. Kirk Lewis seconded the motion. Tom Smith abstained. Kenn Carter and Jenniffer Bakke opposed. MOTION DOES NOT PASS.

Education/Outreach Committee –Gail Oberst

See attachments. Gail distributed a Calendar of Events. Saturday May 2nd will be the semiannual trash clean-up on Buena Vista. Section of road we are responsible for has changed. Volunteers will meet at bridge at 10:00 am. The council has the opportunity to share a Polk County Fair booth with Friends of Ritner Creek Bridge. Cost is \$195 for three days. Discussion about whether this was something the council would be interested in. David Anderson moved to agree to share the booth and find funds in order to split the cost equally with FRCB; Emily Plec seconded the motion. No opposition. MOTION PASSES.

Kings Valley Farmers Market and Friends of Ritner Creek Bridge – should Gail round up volunteers to staff tables at various events? Head nod yes. September 19 is the day planned for the LWC Annual Celebration. Recommendation to have it at Helmut Park, which would cost \$50 to rent a space in the 'B Section'. The intent is to have an auction which would pay for the food cost.

Other Business –

Polk SWCD water bottle project – Cost and number of bottles to be produced is unknown so far. Idea is to have four watershed councils in Polk County contribute. Bottles would have logos of all four councils. Unlike last year, if we contribute to this, we would receive bottles. General agreement that this is something worth pursuing.

Wendy Woods does not want to be a Board Member, but is willing to sit on the Project Review Committee and Council Support Committee.

Recommendation was made to consider Rebecca McCoun as a Board Member.

Suggestion was made that Douglass and Jamie Fitting could present at a future meeting.

Tom Smith will Chair an Ad-Hoc Committee for Review of the Biennial Contracts for Nicole and Michael. Those interested in participating should contact Tom.

Final Report with RBA Phase I results were distributed. They are also available electronically.

The women of the Luckiamute Watershed Council received a Certificate of Appreciation from the Network of Oregon Watershed Councils.

Adjournment – The next regular meeting is scheduled for 7:00 on Thursday, May 14th at the Monmouth Volunteer Hall.

Absent	Present	Position	Board member	Term ends
		Agriculture	Vacant	
	X	At Large	Gail Oberst	2010
	X	Biologist	David Anderson	2010
	X	City of Dallas	Kenn Carter, Past Chair	2010
X		City of Independence	Shawn Irvine, Treasurer	2010
		Commerce	Vacant	2011
	X	Education	Emily Plec	2011
	X	Environment	Tom Smith, Chair	2009
X		Environment	Anne Scheck	2010
	X	Industrial timber	Jenniffer Bakke, Secretary	2010
		Industry	Vacant	
	X	Recreation	Tammee Stump, Vice Chair	2010
	X	Small farm & forest	Mike Lippsmeyer	2009
	X	Small farm & forest	Kirk and Judi Lewis	2012
	X	SWCD - Benton	Teresa Matteson	2012
	X	SWCD - Polk	Shawn Woods	2012
	X	State / Federal	Jamie Parker	2010
	X	Tribes (once a year)	Rebecca McCoun	2010
	X	Watershed Resident	Ron Nestlerode	2010
X		Watershed Resident	Jo Yeager	2009
X		Water Resources	Todd Jarvis	2010
	X	Water Resources	Douglass Fitting	2010
Staff, guests:		Affiliation	E-mail	
Michael Cairns		LWC Project Manager	Michael.cairns@yahoo.com	
Nicole Duplaix		LWC Coordinator	Nicole.Duplaix@oregonstate.edu	
Emily Weiner				

Jane Dalglish		
Mike Karnosh	Confederated Tribes of Grand Ronde	
Jamie Fitting		
Sloan Aagaard		

Luckiamute Watershed Council Charity Fund

INCOME Source	Activity for the Month of March		Cummulative Totals by Project				
	Detail	Amount	General Discretion	Outreach Contract	Outreach Material/Activity	"Write WS"	Total To Date
Ash Crk Water Control Dist.						325.00	325.00
Benton SWCD				1,000.00		1,000.00	2,000.00
Fundraising - Auction			445.00				445.00
Fundraising Sales-Tee Shirts			345.00				345.00
Fundraising Sales-Write WS	Dep. 2/23&3/30	111.80				2,852.81	2,852.81
PGE			1,000.00				1,000.00
Polk SWCD			4,551.28		650.00		5,201.28
Spirit Mountain				3,000.00			3,000.00
Tri-Cities and Polk County			2,000.00	5,000.00			7,000.00
Weyerhaeuser				3,500.00			3,500.00
Willamette Restore -OWEB			1,176.00				1,176.00
TOTAL INCOME		111.80	9,517.28	12,500.00	650.00	4,177.81	26,845.09
EXPENSE	Month of March						
Consultant-Hurst				-9,440.00			-9,440.00
Consultant-Hurst Extension			-1,440.00				-1,440.00
Debit Card-Duplaix			-600.00				-600.00
Education/Outreach-Projector			-1,099.99				-1,099.99
Fundraising-Tee Shirts			-365.00				-365.00
Grant Support-Polk SWCD				-500.00			-500.00
Membership-Cascade Pacific			-100.00				-100.00
Office Supplies/Printing			-371.75			-2,600.00	-2,971.75
Outreach/Education-Other			-1,517.12		-451.77	-325.00	-2,293.89
OWEB Disallowed Contract Exp				-730.36			-730.36
Reimbursement- Projects			-1,373.53				-1,373.53
Tabling Events			-50.00				-50.00
Transfers approved by Council			830.50				830.50
Workshop/Travel/Minutes	3/12#357	-120.00	-361.47				-361.47
TOTAL EXPENSE		-120.00	-6,448.36	#####	-451.77	-2,925.00	-20,495.49
BALANCE IN ACCOUNTS		-8.20	3,068.92	1,829.64	198.23	1,252.81	6,349.60

Salem-Keizer Urban Watershed Councils' Assn.

Prepared by Jim Castle

LWC Coordinator Report for March, 2009

Activities:

The activities of the month of March were highlighted by the first Council meeting in the Kings Valley.

Meetings:

March 9: Return from the IUCN Asian Otter Conference in Thailand and Cambodia.

March 10: Meet with M. Cairns to set goals and priorities for the month.

March 11: LWC Steering Committee meeting

March 11: Meet with Rebecca Goggans at OSU to discuss LSNA Restoration Plan

March 12: Meet legislators to promote LWC and Network of OR Watershed Councils: Rep Betty Komp, Sen. Peter Courtney, Sen. Jacquie Winters

March 12: LWC Council meeting and Kings Valley community meeting in Pedee

March 16: Meet with Jennifer Held, Sarah Johnson, T. Smith, M. Lippsmayer, M. Cairns in Corvallis to discuss new LWC contract

March 16: Meet with Eic Adams and M. Cairns to discuss RBA report on our website

March 18: Meet with Emily Plec, Mary Hartmann and M. Cairns to discuss In-Stream Restoration Art Project participation of WOU students

March 19: Meet with Gail Oberst to review progress of Kings Valley project and outreach activities

March 19: Meet with Senator Frank Morse to promote LWC and Network of OR Watershed Councils

March 23: Meet with Kenn Carter in Dallas to discuss LWC projects

March 23: Meet Rebecca McCoun in Salem to discuss Lamprey OSU project

March 25: OR Network on Watershed Councils dinner meeting in McMinnville

March 26: Meet with Senator Boquist to promote LWC and Network of OR Watershed Councils

March 31: Willamette Watershed Coordinators meeting in Salem

This chronological report does not detail telephone conversations and email messages with OWEB staff, LWC Board members & consultants, partners, volunteers, foundations, and others -- consuming an additional ~ 50 hours this month.

Submitted by Dr. Nicole Duplax, Luckiamute Watershed Coordinator

03/23/09

Early Project Development Funding Proposal
Meyer Memorial Trust
Willamette River Restoration Initiative

Who we are: The Luckiamute Watershed Council (LWC) is a volunteer, non-governmental, advisory group composed of stakeholders living or working in the Luckiamute River and Ash Creek watersheds. Council members include farmers, forest managers, fish and wildlife biologists, governmental representatives, and watershed residents. Our mission is to foster better stewardship of natural resources and an improved understanding of biodiversity in the Luckiamute River and Ash Creek watersheds. The watersheds cover approximately 367 square miles and extend from Dallas in Polk County to Corvallis in Benton County. The two watersheds are among the least urbanized in the Willamette Valley. Dallas, Monmouth and Independence are located in the Ash Creek watershed. Falls City (population <1000) is the only city in the Luckiamute River watershed. Headwaters begin at the crest of the Coast Range and flow into the Willamette River, opposite the Santiam River mouth.

The LWC operates on a \$52K annual personnel and operations budget. Personnel funded under this budget includes a Watershed Coordinator (0.8 FTE) and a Project Manager (0.1 FTE). Grant funds for watershed restoration, monitoring, education/outreach and technical assistance vary from year to year, and totaled approximately \$130K in 2008. We are currently conducting three restoration projects with one application submitted, two technical assistance projects with one application submitted, and one monitoring application submitted. Our fiscal sponsorship is primarily handled by Cascade Pacific RC&D, a 501(c)(3) organization, with additional sponsorship by Salem Keizer Urban Watershed Councils Association, Benton SWCD, and Polk SWCD.

Luckiamute State Natural Area project: The LWC has been working closely with Oregon Parks and Recreation Department (Dennis Wiley, contact) for approximately two years to advance the restoration of the Luckiamute State Natural Area (LSNA), composed of two tracts totaling approximately 1.5 square miles near the mouth of the Luckiamute River. We have engaged interested individuals and organizations from academia, local, state and federal agencies. OPRD goals are described in the *Luckiamute State Natural Area Master Plan*.

Most of the anticipated activities (summary attached) are directly related to the OWEB's SIP objectives of re-connecting floodplains and re-establishing channel complexity. This project is multi-faceted because of the numerous ecosystem types represented within the boundaries of the LSNA. The project has been the subject of extensive discussions among the LWC, OWEB, OPRD, MMT, and many other interested parties, such as Willamette Riverkeeper, The Nature Conservancy, ODFW, Oregon State and Western Oregon University, Defenders of Wildlife, and US Fish & Wildlife Service. We have been encouraged by OWEB staff to proceed toward the development of a SIP proposal.

The Luckiamute Watershed Council's LSNA project is in need of MMT funds to move from our current stage to the point of submitting an application for SIP support. The

LSNA Master Plan and the 2003/05 *Natural Resources Inventory* conducted by the Oregon Natural Heritage Information Center shed light on the plant communities historically and currently present in the LSNA and make recommendations regarding restoration and conservation. However, these documents do not prioritize specific activities nor provide cost estimates for those activities, both of which are necessary for the preparation of a SIP application. OSU and USF&WS personnel familiar with the LSNA ecosystems are willing to prepare a restoration action plan to provide this necessary information. Some GIS expertise, preliminary survey and design work, partner coordination and project management is also required before we are ready to prepare/submit a SIP application. With MMT EPD support, the LWC can be ready to submit a SIP application within one year. A budget for early project development is as follows:

Activity	Unit number	Unit cost	Total cost
Restoration action planning	1LS	\$8000	\$8,000
GIS mapping	140 hrs	\$75	\$10,500
GPS and photo-point establishment	71 hrs	\$50	\$3,550
Project management	100 hrs	\$50	\$5,000
Partner coordination/meetings	56 hrs	\$30	\$1,680
Project design	36 hrs	\$50	\$1,800
Travel	1000 mi	\$0.55	\$550
Printing/mailing	1LS	\$1100	\$1,100
Fiscal sponsorship (Cascade Pacific RC&D)	1LS	\$3,218	\$3,218
TOTAL MMT EPD REQUEST			\$35,398

We anticipate that funding for the project will be sought from the Oregon Watershed Enhancement Board's Willamette SIP program, with matching funds from Meyer Memorial Trust, National Fish & Wildlife Foundation, OPRD (in-kind services), and American Rivers. Other sources of funding will also be pursued, based on advice of our project partners.

Nicole Duplaix, Watershed Coordinator

Date

Michael Cairns, Project Manager

Date

Attachments: LWC 2008 Annual Report
LWC Workplan
Cascade Pacific 2009 Budget
LSNA Restoration Activities

Significant Project Management Activities from March 12 – April 9, 2009

- 3/12 Picked up DEQ water quality monitoring gear from alls City HS
- 3/15-20 Worked with Douglass Fitting on fish passage projects
- 3/16 Met with Tom Smith and Nicole in Corvallis regarding SWCD relations
Met with Cascade Pacific RC&D staff in Corvallis regarding draft fiscal agreement
Met with volunteer Eric Adams in Corvallis regarding web-based display of RBA data
Worked with Scott Snedaker (BLM) on fish passage projects
- 3/17 Site visits to fish passage barriers in Hoskins area
- 3/18 Met with Emily Plec and Mary Harden (WOU) and Nicole to develop a “watershed sculpture” art/restoration project
- 3/20 Delivered 18 fish passage proposals to OWEB for consideration under NOAA-Fisheries stimulus funding program
Sent RBA final report to technical reviewers for comments due 4/15
- 3/23 Site visit with Nancy and Ron Hathaway near Ritner to assess a possible culvert replacement under old Valley & Siletz RR line
- 3/24 Replied to request for assistance from Pacific Wildlife Research on a native turtle conservation grant
- 3/25 Attended NOWC Council Volunteer Appreciation & Leadership Development Dinner in McMinnville
Site visits with Karen Hans (ODFW) to assess logs for future instream placement projects in Albany and at Camp Adair
- 3/26 Participated in conference call with Todd Reeve and Kendra Smith (Bonneville Environmental Fund) and Nicole regarding Model Watershed Program
- 3/30 Worked with Nicole on RBA Final Report “pretty version”
- 3/31 Participated in Willamette watershed staff meetings in Salem
Met with landowner and consultant on a possible wetland restoration project in Monmouth
Received MMT grant award letter
- 4/1 Site visit near Falls City with landowner Ron Wade to assess logs for future instream projects

Scheduled speaker from DEQ for May PRC meeting

- 4/1-20 Wrote OWEB Restoration grant application
- 4/2 Participated in Cascade Pacific RC&D Executive Board conference call
Met with Rebecca Goggans and Nicole at OSU regarding LSNA restoration planning – also met a potential AmeriCorps intern Jane Dalglish
- 4/3 Site visit to Plunkett/Vincent Ck restoration site for photo monitoring
- 4/4 Met with Douglass Fitting regarding fish passage project design work
- 4/7 Met with Emily and Gail on RBA – Phase II landowner outreach
- 4/8 Participated in Project Committee meeting at WOU
Met with Steve Taylor regarding GIS work on RBA data
- 4/9 Participated in LWC meeting in Monmouth

This chronological report does not detail numerous telephone calls and email messages with landowners, contractors, OWEB staff, LWC members & staff, partners, volunteers, and technical experts to work on various restoration projects, and requiring an additional ~120 hours

Michael Cairns
LWC Project Manager

Education/Outreach --Event Planning discussion – 4/6/09, Rick’s Place
Tammee Stump, Gail Oberst, Nicole Duplaix, Anne Scheck

Purpose and vision of this meeting: To begin organizing volunteers and to divide responsibilities for the details of seeing through LWC events, 2009.

- I. Background: What’s been done already
 - A. Ritner Creek Bridge volunteers
 - B. Sign-up sheet developed -- Gail
 - C. Narrowed possible dates, places for annual event, events to join
- II. Annual Event – See calendar entry, below
 - A. Decide on Sept. 5 or Sept 19
 - B. Establish and reserve Helmick Park
 - C. Discuss ideas for bike tour, sponsors, participants
- III. Other events – See below
 - A. What should we participate in?
 - B. Are there other events we need to be included in
- IV. Council Action needed
 - A. Vote on date, place of annual event
 - B. Sign-up sheet, volunteers for each event

Calendar of Events

April 4 – Oct. 3 – Independence Farmer’s Market – Each Saturday from 9 a.m. to 1 p.m. – Jo Yeager had done this in the past, but not every Saturday. We should establish a specific schedule.

April 25 – 11 a.m. to 5 p.m., Illahe Vineyards. This is one-time opportunity to get some watershed information into the hands of winetasters. Should we do this? To what end? What do we need for this event?

June 28 – Oct. 4 – Kings Valley Farmer’s Market – This is the event that Gail Oberst, the Friends of Ritner Creek Bridge (FRCB) and Ron Nestlerode (if he ever returns from Mexico!) can attend to. We will organize volunteers here.

Aug. 6-9 – Polk County Fair Booth – The FRCB have volunteered to share booth expenses, décor and volunteer staffing with us at the booth, since our plans to share with the Natural Resources folks fell through. This is a Kings Valley/Pedee outreach function, so Gail will handle these arrangements.

However, we will need volunteers for the fair booth, and ideas for setting up the booth commingling with Ritner Creek Bridge items. The theme is: “Honoring Our Pioneer Heritage.”

Sept. 5 or 19 – Annual Event – We need a chair, a plan for activities, a budget and a way to raise money to pay for these activities.

REPORT TO ED/OUTREACH COMMITTEE April 9, 2009

From: GAIL OBERST, Volunteer and Upper Luckiamute Outreach Coordinator/Contractor

See: "Ed/Outreach Event Planning Discussion, 4/6/09," volunteer forms, Kings Valley Market and Polk County Fair guidelines, and etc. for more information.

HIGHLIGHTS

Kings Valley/ Pedee successes -- Last month's meeting at the Pedee Women's Club was a smashing success! This is a great start to establishing a presence out in this area. Next week, April 16, I have been invited to the Kings Valley Area Associations potluck, the quarterly meeting. Because I attended RDI leadership training in February, they also invited me to talk briefly at the meeting, so I will introduce Michael and invite them to the rollout May 28 and the tour June 27 of Maxfield Creek. We are really making some great inroads there.

Looking forward to this summer: Anne, Nicole, Tammee and I are working out the details of all the events coming up this summer. I'll help by making the needed arrangements and reservations, as directed, and organizing volunteers. We will need help from everyone. Do what you can! I now have the information and forms needed to go ahead with: Polk Co. fair, KV market registration. Let's make decisions so we can move ahead.

Please check your calendars! We are recruiting volunteers for the many outreach activities we have planned (see "Event Planning discussion) Already the Friends of Ritner Creek Bridge group – most of whom are landowners in Kings Valley and Pedee, are willing to help with the fair booth and the Kings Valley Market booth by paying for half of those booths and learning enough about our council to direct questions. In return, our volunteers will direct questions about the Ritner Creek Bridge. I think it's a good partnership. A decision is needed to approve this.

The next LWC education event planned is the May 28 "roll-out" of the in-stream fish survey featuring Steve Trask. On the same subject, we will begin this month organizing volunteers – mostly students – to call landowners as part of the second round of the Rapid-Bio Assessment project this summer. I am organizing now the June 27 public tour of Maxfield Creek projects, a great one-stop example of several types of projects, partnerships and habitat types. This tour will aim at inspiring local landowners to do similar projects on their lands. Briefly, here's what else I've been up to, as a volunteer and a contractor:

SUMMARY OF OUTREACH ACTIVITIES – KINGS VALLEY/PEDEE, March 16- April 15, 2009

	Volunteer	Paid
March 17 – Follow-up March 12, PR for KV, Minutes	1	2
March 18 – Guest list from March 12 follow-up, Pedee		3
March 19 – PRC Minutes, KV outreach, fence	1	1
March 23 – Recruit volunteers FRCB		3
March 24 – Volunteer dinner, Greenbelt Land Trust		1
March 25 – Polk SWCD Media, KV newsletter, volunteer dinner	5	4
March 27 – Book outreach to Siobahn Taylor, CTGR	1	
March 28 – June 27 planning, transport, pre-tour		3
March 31 – RBA rollout, tour, RDI briefs, KV outreach		8
April 2 – June 27 tour details, KV volunteer contacts		3
April 3 – Volunteer agenda, location schedules/rules	1	2
April 4 – Outreach reports		2
April 6 – Ed/Out Volunteer discussion	2	
April 7 – Phase II RBA planning, Emily Plec		2

	Volunteer	Paid
April 8 – PRC, Discuss June 27 tour w. S. Snediker	2	1
April 9 – LWC food prep, meeting	4	
April 13 – Set events per instructions		2
April 14 – Volunteer follow-up		2
April 15 – Prep for Kings Valley meeting 4/16		1
TOTAL Grant Hours	13	40
TOTAL Non Grant Hours	10	

LUCKIAMUTE WATERSHED COUNCIL MINUTES

June 11, 2009

VOLUNTEER HALL, MONMOUTH, OR

Minutes: Gail Oberst

6 p.m. -- Education/Outreach Committee meeting, Rick's Place.

7 p.m. -- Regular meeting

Introductions: Chairman Tom Smith called the meeting to order, introduced guests and attending council members. Guests: Jane Dalglish, volunteer/prospective contractor; Wendy Woods, volunteer; Mancil Russell, Ash Creek WCD; Sarah Sheldrick, filmmaker. Council: Rebecca McCoun, Gail Oberst, Kenn Carter, Douglass Fitting, Tom Smith, Anne Scheck, Jamie Parker, Jenniffer Bakke, Tammee Stump, Kirk and Judy Lewis, Teresa Matteson, Shawn Woods, Ron Nestlerode, Todd Jarvis, and Project Manager Michael Cairns.

Minutes: ACTION: A motion was made by Kenn Carter and seconded by Kirk Lewis to approve May minutes with corrections. APPROVED.

Treasurer's report. – Michael Cairns reports for Mike Lippsmeyer

We need to spend the Council Support grant by the end of the month or send remainder back. Current expenses include magnetic signs, workshops, supplies, and risk management insurance. Tammee Stump updates insurance information, deadline is June 30. There is \$1,000 in budget for D/O insurance. After expenses, there is \$977 remaining in the OWEB grant. MOTION: Kenn Carter moved and Ron Nestlerode seconded a motion to split the remaining funds proportionately between Nicole and Michael. APPROVED.

OWEB announcement – 20 percent reduction in funding for the next biennium. Discussion about budgeting for the future, possibility of supplements and other sources of operational funding, grants.

Steering Committee Report – Tom Smith, chair

Coordinator report -- Kenn Carter reports for Nicole Duplaix. Lamprey Grant -- A motion is needed to accept a \$7500 grant for from Riverkeepers, and direct the funds to the Lamprey project. ACTION: Jenniffer Bakke moves that we use Willamete Riverkeeper funds for Lamprey project, Kenn Carter seconded. APPROVED.

New council member -- Rebecca McCoun is introduced and welcomed as a new member.

Job review committee report – TABLED

Watershed Projects Biologist – Nicole Duplaix is developing a job description for Jane Dalglish and money to fund it will come from several sources. Cascade Pacific RCD will help coordinate funds for this position.

Website update -- Mike Lippsmeyer has volunteered. Discussion about paying Mike to continue working on the website, and to purchase software for the update. Software estimate: \$600.

Consensus is to ask Mike for a proposal outlining what he can do. ACTION: Todd Jarvis moves and Kirk Lewis seconds a motion to pay Mike Lippsmeyer \$300 this month for work already done and to write a proposal, and to authorize spending up to \$600 for software. Future payment to Mike will be based on his proposal. PASS.

Project Review Committee Report – Jenniffer Bakke

Project manager's report, Michael Cairns – See written report. Michael Cairns introduces a new reporting process that should make it easier to track the status of projects. Discussion about

HALO projects and comments on the people who are involved in these. Also discussed: Rapid Bio Assessment 2 project, which is now underway
SIP/ Luckiamute State Natural Area – Informational handout. Discussion about grant from Meyer Memorial Trust to support early project development. As a result of Lydar data, the scope has been reduced because the area is already beginning to reconnect with the Willamette. The grant process and background of LSNA is described in handouts. Discussion.

Fundraising committee -- Todd Jarvis introduces Sarah Sheldrick a documentary film maker who talks about her film project in Central Oregon which tells the story of the aquifer there. She explains the ability of film to tell a compelling story about a watershed. Cost for the film was about \$17,000. Wendy is putting together a proposal to apply for a grants that may be used for a short film and will bring the proposal to the council in July.

On July 10 Jarvis and the LWC will host Latin American film students at Maxfield Creek. This could be part of the fimed watershed story, Jarvis said.
Discussion with Sheldrick: Cost estimates for a 3-4 minute documentary would be from \$3,000 to \$4,000. How would it be funded? What would be included in the film. Should a proposal be written? What would be the timeline. Sheldrick estimates that a short film could be completed as early as August. Consensus is to direct Nicole to follow-up on this, and on options for funding.

Edu/Outreach Committee: Ron Nestlerode reports.

KV-Pedee Outreach Project – Gail Oberst reports, see handout report to Education/Outreach Committee. To support lunches for the June 27 tour at Maxfield Creek, Gail asks the council for \$10 per visitor, not to exceed \$300. ACTION: APPROVED.

Annual event Sept. 19 – Tammee describes the bike route – A 40-mile loop or two 20 mile loops, with rest stops along the way. Five volunteers are needed and a sag wagon. Pre-registration details are being worked out – by mail or possibly online. Register for \$10, or \$15 with t-shirt. Day of race is \$20. Food included. Discussion about whether HALO youths could help at the annual event.

LWC member reports and public comments – Anne gives gifts, discusses HALO volunteers. Discussion about the goals of the annual event – whether it should be a fundraiser or a celebration, or both.

SWCDs – Benton: Teresa Matteson says they are looking for new office space. Polk: Sean Woods compliments the LWC's activities.

Next meeting: July 9, 2009

LUCKIAMUTE WATERSHED COUNCIL MINUTES

July 9, 2009 Volunteer Hall, Monmouth, Oregon

6 p.m. – Steering Committee Meeting at Rick’s Place

6 p.m. – Outreach Committee Meeting at Rick’s Place

7 p.m. – General Council Meeting

Call to Order and Introductions: Chairman Tom Smith called the meeting to order. Introductions; members and guests present are listed at the end of the document.

Minutes from June 11th, 2009 meeting (see attachment): Ron Nestlerode moved to adopt the minutes, Kirk Lewis seconded the motion. No opposition; Motion PASSES.

Volunteer time submitted.

BUSINESS

Treasurer’s report – Mike Lippsmeyer

No report from Cascade Pacific; they are busy compiling year-end reports. Salem-Keizer Urban Watershed Councils Association account currently contains \$4,434.81 in general funds (see attached financial report). The council received news on how much the biennium funding will be reduced – 20%. To avoid a salary decrease of 20% (for Michael and Nicole), operating cost budget will be \$1,000/year, which amounts to a salary decrease of 15%. Future projects will be relied on to make up for the shortfall.

Website update – the news page with photos and links are working. Next work to be completed is the archive page followed by the family pages. Should have one person as the ‘filter’ for information that needs posted to website; Nicole suggested it should be her. Mike determined that the council doesn’t need to purchase or license any software. Mike and Nicole will continue to work on getting the website current and in a few months, submit a proposal for where to go from there.

Steering Committee – Nicole Duplax (see attached Coordinator’s Report)

Directors & Officers Insurance update – the underwriters require two policies that the council does not currently have (third-party discrimination/sexual harassment guidelines and email, internet, and other electronic communications policy). Nicole provided these for viewing at the meeting (see attachment). Emily Plec moved to adopt the E-mail, Internet and Other Electronic Communications Policy; Kirk Lewis seconded the motion. Discussion. It was pointed out that the discrimination language in the two policies were not consistent. Emily adjusted her movement to adopt the policy provided the language is modified. No further discussion. Vote; MOTION PASSES. Emily Plec moved to adopt the Third Party Discrimination & Third Party Sexual Harassment Guidelines; Ron Nestlerode seconded the motion. Discussion. Question about whether or not to call the guidelines a policy. Vote; MOTION PASSES.

Conflict of Interest Policy – as a supplement to the previously adopted Conflict of Interest Policy, Nicole distributed Conflict of Interest Policy Waiver (see attachment). The intention of this document would be for contracts in excess of \$5,000. Mike Lippsmeyer moved to adopt the Conflict of Interest Policy Waiver; Kirk Lewis seconded the motion. Discussion. Q: Give a scenario where this document would be used. A: Assurance to the council that the Project Review Committee did due-diligence. Q: Where did the language come from? A: Mostly from Kenn Carter. Q: Why is there no place for the contractor to be listed on the waiver. Discussion about how the form will be used. Suggestion made to add a place for the proposed contractor and task in order to better file/track. Suggestion made to change name of form to Contractor Selection Approval Form. Concern brought up about additional paperwork and ‘hurdles’ when it comes to getting projects on the ground. Response was that it should slow down the process already in place but simply document the process. Vote; MOTION PASSES.

Potential video project – Nicole met with Sarah Sheldrick to discuss potential project with a budget of \$5,000. Bonneville expressed interest in funding the project. Idea is to do a 3-4 minute video about who the council is. Maybe 3-4 minute lamprey video? Q: Is this project a priority for the council? Q: Is this project a done-deal already? Q: Does this project help the council meet its strategic goals? Discussion. The Fundraising Committee has discussed the video idea and suggested it could be used as a fundraising tool. Nicole will circulate more information once received from Sarah Sheldrick. Emily Plec volunteered to help on Fundraising Committee. Todd Jarvis would like to resign. Rebecca McCoun also volunteered to help. Q: Who is the audience for a video? A: Broad audience.

Fundraising strategies – Wendy Woods

Wendy distributed a few handouts during the meeting (see attachment). Suggested diversifying and stabilizing fundraising base. She asked where donated funds go – apparently to outreach. Suggested providing a link on the website to operating budgets, in order to show the public where private donations are used. The council should keep fundraising on the agenda each month.

Project Review Committee – Michael Cairns

See attached Project Manager Report. Per a request from the Steering Committee, Michael changed the format to identify which items were related to project management and project development.

Luckiamute State Natural Area – Michael distributed a list of project ideas (see attachment). Michael and Nicole met with partners to discuss what projects should be included in the proposal. Work is ongoing; future work includes surveying the area, talking to contractors, preparing grant proposals.

Rapid Bio-Assessment Phase II – outreach completed. Steve Taylor is ready to make maps. Steve Trask is ready to begin work. During the outreach, unable to contact 1/3 of the residents by phone and/or mail. This year, ~77% said yes compared to last year of ~80% saying yes.

Grand-Clumpit – grant closed out but work is not completed. The HALO group is spreading mulch. Some plants replaced at contractor cost. In September, spraying will occur.

Maxfield Creek – Work is complete but grant not closed out yet.

Education/Outreach Committee – Gail Oberst
See attached Education/Outreach report.

Other Business –

Adjournment – The next regular meeting is scheduled for 7:00 on Thursday, August 13th at the Monmouth Volunteer Hall.

Absent	Present	Position	Board member	Term ends
		Agriculture	Vacant	
	X	At Large	Gail Oberst	2010
X		Biologist	David Anderson	2010
X		City of Dallas	Kenn Carter, Past Chair	2010
X		City of Independence	Shawn Irvine, Treasurer	2010
		Commerce	Vacant	
	X	Education	Emily Plec	2011
	X	Environment	Tom Smith, Chair	2009
X		Environment	Anne Scheck	2010
	X	Industrial timber	Jenniffer Bakke, Secretary	2010
		Industry	Vacant	
	X	Recreation	Tammee Stump, Vice Chair	2010
	X	Small farm & forest	Mike Lippsmeyer	2009
	X	Small farm & forest	Kirk and Judi Lewis	2012
X		SWCD - Benton	Teresa Matteson	2012
X		SWCD - Polk	Shawn Woods	2012

Absent	Present	Position	Board member	Term ends
X		State / Federal	Jamie Parker	2010
	X	Tribes	Rebecca McCoun	2010
	X	Watershed Resident	Ron Nestlerode	2010
	X	Watershed Resident	Jo Yeager	2009
X		Water Resources	Todd Jarvis	2010
X		Water Resources	Douglass Fitting	2010
Staff, guests:		Affiliation	E-mail	
Nicole Duplaix		LWC Coordinator	Nicole.Duplaix@oregonstate.edu	
Michael Cairns		LWC Project Manager	Michael.cairns@yahoo.com	
Jane Dalgliesh		LWC Watershed Projects Biologist		
Wendy Woods				
Robert Heriford				
Hazel Bayship				

LUCKIAMUTE WATERSHED COUNCIL MINUTES

Aug. 13, 2009 Volunteer Hall, Monmouth, Oregon

6 p.m. – Ed/Outreach Committee Meeting at Rick’s Place

7 p.m. – General Council Meeting

Call to Order and Introductions: Chairman Tom Smith called the meeting to order. Introductions; In addition to John Runyon, members and guests present are listed at the end of the document.

Minutes from July 9, 2009 meeting (see attachment): Kirk Lewis moved to adopt the minutes, Kenn Carter seconded the motion. No opposition; Motion PASSES.

Volunteer time submitted.

SPECIAL SPEAKER – John Runyon of ICF Jones & Stokes, Luckiamute Watershed Action Plan

John Runyon kicked off the action planning process by giving an overview of the plan’s purpose, resources, what we will do to develop the plan and our roadmap for future efforts. He outlined the questions we have to answer including – how many years out do we want to plan? What information do we have now that we can use to map out future plans? Runyon hands out “Key Datasets and application” an outline scope of action for the action planning process. The goal is to restore the function of the watershed system, not just restoration of fish runs. A detailed scope of work for this project is available from Nicole or Michael. Runyon will return in October with base information, key areas. He will lead a series of public outreach meetings to gather information from landowners, then develop a final action plan. The plan will include aerial photos, overlay information. Public outreach could include education, feedback. Materials provided. His report will include a timeline. The public outreach will begin in January through April. Data gaps can be identified. Missing, for example, is ODFW habitat survey information. Also for example, could identify specific plans of action for sites requiring restoration. Discussion: LiDAR data, land conversion, endangered/threatened species, beavers, vineyards. Endorsements, labels, public relations/information, working with large companies. Temperature, shade, levels of water. Invasive species – star thistles, tansy ragwort, knotweed, reed canary. Image, public perception, county rules/public policies that impact watershed.

BUSINESS

Treasurer’s report – Nicole Duplaix
No report from Cascade Pacific yet.

Steering Committee – Nicole Duplaix (see attached Coordinator’s Report)

LWC Grievance Policy and Procedure – An internal policy, not related to insurance, which outlines the process for a grievance.

Council recruitment – Todd Jarvis, Anne Scheck and Mike Lippsmeyer have recently resigned. We need replacement members. We do not currently have a treasurer.

Webmaster recruitment – The last three webmasters were volunteers, which was not a reliable plan because all resigned. John Runyon has suggested an interim webmaster who would keep up the website until we have an action plan in place. Nicole said she would talk to this webmaster this week. Offer this person \$500. MOTION: Kirk Lewis moves, Gail Oberst seconds a motion to pay for webmaster from discretionary (Mid-Willamette Watershed Association) funds. APPROVED

Petition for Polk County Extension – Kenn Carter passes around a petition description

Grievance Policy – ACTION – Kenn Carter moves, Tammee Stump seconds a motion to approve the “Grievance Policy,” see handout. The word “contractor” is taken out of the title. Discussion: What is the conclusion of complaint, could it be dropped by the complainant. No, it has to go through to the conclusion. Once it goes to a professional, dismissal not possible. APPROVED

Project Review Committee – Michael Cairns

See handout -- Project Manager Report.

Rapid Bio-Assessment Phase II – The survey is underway now, by Steve Trask.

Culvert project on Grant Creek, Waymire and Berry Creek – going into the construction phase. We are waiting for a letter from DSL (silvaculture activity), three landowners ready to go. Discussion about ODF.

LSNA work – a stakeholder meeting at the site included good comments. An action plan is being revised. Contractors will submit bids for application to OWEB.

Michael Cairns submits his resignation, effective December 31, 2009.

Proposed project for OWEB – one set of old RR abutments and two culverts in the upper Luckiamute area. Project will require grant application, follow-through.

Education/Outreach Committee – Gail Oberst

See attached Education/Outreach report.

Annual event is Sept. 19, report by Tammee Stump, need for silent auction items, invitations, discussion traffic on 99W.

Other Business – Polk SWCD annual event is Aug. 25. Rickreall Watershed Council is tearing out an old ford, on Vilwocks farm. DSL permit/ traps fish. Found lamprey.

Adjournment – The next regular meeting is scheduled for 7 p.m. on Thursday, Sept. 10 at the Monmouth Volunteer Hall. Gail Oberst, Michael Cairns and Nicole Duplaix will be absent.

Absent	Present	Position	Board member	Term ends
		Agriculture	Vacant	
	X	At Large	Gail Oberst	2010
	X	Biologist	David Anderson	2010
	X	City of Dallas	Kenn Carter, Past Chair	2010
X		City of Independence	Shawn Irvine, Treasurer	2010
		Commerce	Vacant	
X		Education	Emily Plec	2011
	X	Environment	Tom Smith, Chair	2009
		Environment	VACANT	2010
X		Industrial timber	Jenniffer Bakke, Secretary	2010
		Industry	Vacant	
	X	Recreation	Tammee Stump, Vice Chair	2010
		Small farm & forest	VACANT	2009
	X	Small farm & forest	Kirk and Judi Lewis	2012
X		SWCD - Benton	Teresa Matteson	2012
X		SWCD - Polk	Shawn Woods	2012
	X	State / Federal	Jamie Parker	2010
X		Tribes	Rebecca McCoun	2010
	X	Watershed Resident	Ron Nestlerode	2010
	X	Watershed Resident	Jo Yeager	2009
		Water Resources	VACANT	2010
	X	Water Resources	Douglass Fitting	2010
Staff, guests:		Affiliation	E-mail	
Nicole Duplaix		LWC Coordinator	Nicole.Duplaix@oregonstate.edu	
Michael Cairns		LWC Project Manager	Michael.cairns@yahoo.com	
Phil Larsen		Soap Creek resident		

LUCKIAMUTE WATERSHED COUNCIL MINUTES

Oct 8, 2009 West House, Monmouth, Oregon

Call to Order: Chairman Tom Smith called the meeting to order. Members and guests present are listed at the end of the document.

Minutes from September 10th, 2009 meeting (see attachment): Nicole had made a few edits prior to distributing minutes. Shawn Irvine moved to adopt the minutes, Kenn Carter seconded the motion. No opposition; Motion PASSES with unanimous approval.

Volunteer time submitted.

BUSINESS

Treasurer's Report – see attachments. The council received additional funding (\$14,796 net) from OWEB for council support (see attachment). The Steering Committee voted to disburse the funds between to categories: \$1,000 towards Risk Management & Accountability Assurance and \$13,796 towards Salary and Benefits.

Steering Committee Report – Nicole Duplaix (see attached Coordinator's Report) Health insurance for contractors; can we cover all or a portion of Jane's and Suzanne's monthly insurance premiums. Discussion. Council agreed to table the discussion until November's meeting. Nicole to review the budget and determine where funds would come from.

The LWC was nominated (by BLM) for and received the National Land Stewardship Award. There will be a formal presentation on November 18th.

The LWC has advanced in the selection process for the Model Watershed Plan. We have been awarded \$5,000 towards developing a proposal. Five watersheds have been selected for this, but it is unknown if all five will receive an award. The Mary's River Watershed Council to the south is also up for the award. Phil Larsen will be hired to help develop the proposal. Discussion. There is general consensus that the LWC is very compatible with the objectives of the Model Watershed Plan and Bonneville Foundation/Meyer Memorial Trust.

Webmaster – Nicole distributed a project proposal for the website development and maintenance (see attachment). The cost is in-line with what was approved by the council a few months ago, and will allow for an easy transition into John Runyun's Action Plan website work.

Staff Transition – As Michael Cairns indicated at a previous meeting, he intends to retire at the end of the year. With council support, he would like to continue helping with the Willamette Special Investments Partnership (SIP) project. Beginning January 2010, the funds allocated to Michael for council support and project management will go to Jane Dalglish as she assumes the role on those projects. Nicole seeks to hire an assistant and introduced

Suzanne Moellendorf. If approved, Suzanne will work two days per week and take some of the work load off Nicole. The Steering Committee has met several times to discuss how to make a smooth transition given the current budget constraints. Discussion. Nicole distributed draft Scopes of Work for Jane and Suzanne (see attachments). The Steering Committee plans to meet with Michael and Jane in a few weeks and will work towards finalizing Jane's Scope of Work. Gail Oberst moved to offer a contract to Suzanne; Kirk Lewis seconded the motion. No opposition; Motion PASSES with unanimous approval.

Should we pursue changing our fiscal agent for the council support grant if we can save money and the administrative cost? Kenn Carter prefaced the question by providing background information on three fiscal agents, the council's history with each, differences between the three organizations, and estimating we could save up to \$5,000 over the biennium. Discussion. It makes sense to use Cascade Pacific as the fiscal agent for complicated project grants where good oversight is important. Cascade Pacific currently charges a 10% fiscal administration fee, whereas Polk Soil and Water Conservation District may offer 7% and Mid-Willamette Watershed Alliance may offer 5-7%. Douglass Fitting suggested looking on the OWEB website and reviewing fiscal agent performance and/or competency. After some discussion, a majority vote was taken and the issue will be dropped for now.

Project Review Committee Report – Michael Cairns (see attached Project Manager Report) Work is ongoing for the Luckiamute State Natural Area. The goal is to have the SIP application completed by January. Kirk Lewis indicated that he would like to be included in meetings and discussions related to the LSNA since he lives in that area.

Michael distributed an OWEB grant application prior to the meeting (via email) for the Upper Luckiamute Fish Passage Improvement project. The Project Review Committee (PRC) met last week and made a few suggestions, which were incorporated into the application. The PRC approved the application and recommended the council also approve the application. Gail moved to approve the recommendation from the PRC to approve the application. Shawn Irvine seconded the motion. Kenn Carter requested that a hydrologist conduct a site visit within the next few months to help the LWC develop an estimation of what the river may do once the upper railroad pilings are removed. Gail amended the motion to include Kenn's suggestion. No opposition; Motion PASSES with unanimous approval.

Education/Outreach Committee Report – Ron Nestlerode/Gail Oberst

Ron suggested that the council invest some time into writing/submitting a grant to fund an Education/Outreach position. Discussion. The council generally agreed that it is very important and a high priority to create this position. However, funding is the limiting factor. With upcoming projects, it is likely that there will be sufficient funds to advertise for an Education/Outreach position.

The Annual Celebration and bike ride was a hit despite the drizzle. Per Nicole, the council made a profit of ~\$600 (though an earlier email said \$1260).

See attached Education/Outreach report. Gail issued a press release detailing the national award the council received (see attachment).

Gail introduced Hollis Fishelson-Holstine, a Kings Valley area resident. Gail has been offered a temporary full-time position in February and she is planning to subcontract some of her Kings Valley Outreach project to Hollis (see attachment). Gail will put her proposal in writing and propose it at the November council meeting.

Reports from the Benton and Polk Soil and Water Conservation Districts – nothing to report.

Other Business – Need to start thinking about nominations for 2010 officers.

John Runyun is scheduled to speak about the progress of the Action Plan at the next meeting.

Adjournment – The next regular meeting is scheduled for 7:00 on Thursday, November 12th at the Monmouth Volunteer Hall.

Absent	Present	Position	Board member	Term ends
		Agriculture	Vacant	
	X	At Large	Gail Oberst	2010
	X	Biologist	David Anderson	2010
	X	City of Dallas	Kenn Carter, Past Chair	2010
	X	City of Independence	Shawn Irvine	2010
		Commerce	Vacant	
	X	Education	Emily Plec	2011
	X	Environment	Tom Smith, Chair	
		Environment	Vacant	
	X	Industrial timber	Jennifer Bakke, Secretary	2010
		Industry	Vacant	
	X	Recreation	Tammee Stump, Vice Chair	2010
		Small farm & forest	Vacant	
	X	Small farm & forest	Kirk and Judi Lewis	2012
	X	SWCD - Benton	Teresa Matteson	2012
X		SWCD - Polk	Shawn Woods	2012

Absent	Present	Position	Board member	Term ends
	X	State / Federal	Jamie Parker	2010
X		Tribes	Rebecca McCoun	2010
	X	Watershed Resident	Ron Nestlerode	2010
X		Watershed Resident	Jo Yeager	
		Water Resources	Vacant	
	X	Water Resources	Douglass Fitting	2010
Staff, guests:		Affiliation	E-mail	
Nicole Duplaix		LWC Coordinator	Nicole.Duplaix@oregonstate.edu	
Michael Cairns		LWC Project Manager	Michael.cairns@yahoo.com	
Jane Dalgliesh		LWC Watershed Projects Biologist	jmdalgliesh@gmail.com	
Suzanne Moellendorf				
Hollis Fishelson-Holstine		Watershed Resident		

DRAFT MINUTES

LWC

9-10-09

Tom Smith called the meeting to order 7:00Pm

Attendance; Jane Dalgliesh, Ron Nestlerode, Phil Larsen, Tammee Stump, Ken Carter, Kirk Lewis, Tom Smith, Jo Yeager, Wendy Woods, Rebecca McCoun Teresa Mattson.

Volunteer hours submitted 59.

Minutes August 2009 approved as submitted by Gail Oberst

Treasurer's Report: Nicole Duplaix submitted by e-mail. (See attached.)

- 1.) as prepared by Cascade Pacific RC&D: *UPPER MAXFIELD CREEK RESTORATION OWEB 207-089.*
- 2.) as Prepared by Mid Willamette Watershed Alliance: *Cash Basis dated 09/07/09*

The Council Treasurer position is vacant

Steering Committee Reports:

Coordinator absent. Chronological report attached. Nicole will be following up with contact for webmaster. Sarah Dyrdaahl of Benton SWCD has been approached to take the position of treasurer.

Discussion of requests for financial assistance to Jane Dalgliesh, Michael Cairns, and Nicole Duplaix to attend Network of Watershed Councils conference October 27-30 in Klamath Falls. Registration will close October 6. Questions re: budgeted funds for this purpose were tabled until Nicole returns from vacation.

By consensus: Assistance will be prioritized in the following order as budgeted funds allow: 1) Jane will receive full funding if the scholarship from OWEB is not granted. 2) Michael and Nicole will receive assistance of up to \$400 each.

Project Review Committee Reports:

Project Manager: Michael Cairns absent. E-mail report attached.

LSNA (Luckiamute State natural Area) update by Jane Dalgliesh. The River Design Group, Institute for Applied Ecology (IAE) and Oregon Department of Fish and Wildlife (ODFW) are cooperating with LWC.

Education/Outreach Committee Report

Chair Gail Oberst: absent see attached report –needs more volunteers for the annual event

Tammee Stump: Registration for fund raising bike ride going forward. Necessary permits and insurance have been obtained. Safety sweeps of the course are planned.

Jo Yeager: reminds council members to reserve a seat for video stream workshop *Managing Stormwater one Back yard* at a time at Independence Library 9:00 to 11:30 AM Tuesday September 15. Call 503-838-5969.

An updated list of approved weed management contractors has been provided by Northwest Weed Management Group and provided to Jane.

Fund raising committee Wendy Woods: has had brainstorming sessions, no finalized plans until conferring with Nicole.

SWCD Reports: Benton County. Teresa Mattson provided update regarding status of Sarah Dyrdaahl as possible treasurer. Phil Larsen reported that he is drafting a monitoring strategy.

Funding sources being explored for proposed monitoring documentation include: Meyer Family Trust and Bonneville Environment Foundation.

Xan Augerot is the new coordinator for Mary's River Watershed Council.

8:25 PM. Adjourned

Respectfully submitted, Jo Yeager, secretary *pro tempore*

**Luckiamute Watershed Council
Council Support
OWEB 210-058**

Report for Sept. 2009	Budget	July 1, 2009- June 30, 2011	% Received or Expended	Balance
INCOME				
OWEB	\$ 83,475.00	\$13,912.50	17%	\$ 69,562.50
Total Income	\$ 83,475.00	\$ 13,912.50	17%	\$ 69,562.50
EXPENSES				
Coordinator Services				
Coordinator Services	\$ 59,489.50	\$ 6,692.55	11%	\$ 52,796.95
Project Management	\$ 13,215.50	\$ 1,657.50	13%	\$ 11,558.00
Total Coordinator Services	\$ 72,705.00	\$ 8,350.05	11%	\$ 64,354.95
Operations	\$ 2,182.00	\$ 431.20	20%	\$ 1,750.80
Risk Management	\$ 1,000.00	\$ -	0%	\$ 1,000.00
Fiscal Administration	\$ 7,588.00	\$ 878.13	12%	\$ 6,709.87
Total Expenses	\$ 83,475.00	\$ 9,659.38	12%	\$ 73,815.62
Net Income	\$ -	\$ 4,253.12		

**Luckiamute Watershed Council
Discretionary Local Match**

Report for Sept. 2009	Budget	July 1, 2009- June 30, 2011	% Received or Expended	Balance
INCOME				
Donations	\$ -	\$ 547.80	0%	\$ (547.80)
Misc Income (tree sales, etc)	\$ -		0%	\$ -
Total Income	\$ -	\$ 547.80	0%	\$ (547.80)
EXPENSES				
Contracted Services			0%	\$ -
Operations		\$ 24.61	0%	\$ (24.61)
Total Expenses	\$ -	\$ 24.61	0%	\$ (24.61)
Net Income	\$ -	\$ 523.19		
Beginning Balance	\$ -	\$ 523.20		
Ending Balance	\$ -	\$ 1,046.39		

**Luckiamute Watershed Council
Lamprey Funds**

Report for Sept. 2009	Budget	July 1, 2009 - June 30, 2011	% Received or Expended	Balance
INCOME				
Donations	\$ 1,270.00	\$ 1,270.00	100%	\$ -
Total Income	\$ 1,270.00	\$ 1,270.00	100%	\$ -
EXPENSES				
Contracted Services	\$ 1,270.00		0%	\$ 1,270.00
Total Expenses	\$ 1,270.00	\$ -	0%	\$ 1,270.00
Net Income	\$ -	\$ 1,270.00		
Beginning Balance	\$ -	\$ -		
Ending Balance	\$ -	\$ 1,270.00		

The remaining balance is obligated in Jane Barth's contract.

**Luckiamute Watershed Council
Projects Local Match**

Report for Sept. 2009	Budget	July 1, 2009- June 30, 2011	% Received or Expended	Balance
INCOME				
Boise Funds	\$ -	\$ -	0%	\$ -
Other Income	\$ -	\$ -	0%	\$ -
Total Income	\$ -	\$ -	0%	\$ -
EXPENSES				
Contracted Services	\$ -	\$ -	0%	\$ -
Supplies/Materials		\$ -	0%	\$ -
Total Expenses	\$ -	\$ -	0%	\$ -
Net Income	\$ -	\$ -		
Beginning Balance	\$ -	\$ -		
Ending Balance	\$ -	\$ -		

Boise Funds were expended by 6/30/09 so there is no balance forward

**Luckiamute Watershed Council
Upper Maxfield Creek Restoration
OWEB 207-089**

Report for Sept. 2009	Project Budget	Nov 9, 2006- Dec 31, 2009	% Received or Expended	Balance
INCOME				
OWEB	\$ 132,805.00	\$ 132,714.55	100%	\$ 90.45
Total Income	\$ 132,805.00	\$ 132,714.55	100%	\$ 90.45
EXPENSES				
Project Management	\$ 3,700.00	\$ 3,700.00	100%	\$ -
Contracted Services	\$ 104,995.48	\$ 104,993.56	100%	\$ 1.92
Education/Outreach	\$ 150.00	\$ 59.55	40%	\$ 90.45
Fiscal Administration	\$ 10,655.00	\$ 10,657.15	100%	\$ (2.15)
Supplies & Materials	\$ 12,604.52	\$ 12,604.52	100%	\$ -
Travel	\$ 100.00	\$ 99.77	100%	\$ 0.23
Post-Implementation Reports	\$ 600.00	\$ -	0%	\$ 600.00
Total Expenses	\$ 132,805.00	\$ 132,114.55	99%	\$ 690.45
Net Income *	\$ -	\$ 600.00		

* These funds will be used to cover future monitoring reports required by OWEB

**Luckiamute Watershed Council
Upper Luckiamute
Landowner Recruitment & Restoration
OWEB 209-3005**

Report for Sept. 2009	Project Budget	Oct 9, 2008- March 31, 2011	% Received or Expended	Balance
INCOME				
OWEB	\$ 48,990.00	\$ 32,160.66	66%	\$ 16,829.34
Total Income	\$ 48,990.00	\$ 32,160.66	66%	\$ 16,829.34
EXPENSES				
Project Management	\$ 2,340.00	\$ 631.80	27%	\$ 1,708.20
Contracted Services	\$ 40,400.00	\$ 17,913.00	44%	\$ 22,487.00
Fiscal Administration	\$ 4,454.00	\$ 1,944.68	44%	\$ 2,509.32
Supplies & Materials	\$ 246.00	\$ 189.04	77%	\$ 56.96
Travel	\$ 570.00	\$ 119.00	21%	\$ 451.00
Production	\$ 980.00	\$ 463.00	47%	\$ 517.00
Total Expenses	\$ 48,990.00	\$ 21,260.52	43%	\$ 27,729.48
Net Income	\$ -	\$ 10,900.14		

**Luckiamute Watershed Council
Action Plan
OWEB 209-3073**

Report for Sept. 2009	Project Budget	April 28, 2009- May 31, 2011	% Received or Expended	Balance
INCOME				
OWEB	\$ 49,304.00	\$ 13,860.00	28%	\$ 35,444.00
Total Income	\$ 49,304.00	\$ 13,860.00	28%	\$ 35,444.00
EXPENSES				
Project Management	\$ 5,000.00	\$ -	0%	\$ 5,000.00
Contracted Services	\$ 38,820.00	\$ -	0%	\$ 38,820.00
Fiscal Administration	\$ 4,482.00	\$ -	0%	\$ 4,482.00
Travel	\$ 702.00	\$ -	0%	\$ 702.00
Production	\$ 300.00	\$ -	0%	\$ 300.00
Total Expenses	\$ 49,304.00	\$ -	0%	\$ 49,304.00
Net Income	\$ -	\$ 13,860.00		

Luckiamute Watershed Council
Rapid Bio-Assessment Phase 2
OWEB 209-3081

Report for Sept. 2009	Project Budget	April 23, 2009- Sept 30, 2012	% Received or Expended	Balance
INCOME				
OWEB	\$ 109,914.00	\$ 29,700.00	27%	\$ 80,214.00
Total Income	\$ 109,914.00	\$ 29,700.00	27%	\$ 80,214.00
EXPENSES				
Project Management	\$ 6,000.00	\$ 470.00	8%	\$ 5,530.00
Contracted Services	\$ 92,126.00	\$ 12,395.00	13%	\$ 79,731.00
Fiscal Administration	\$ 9,992.00	\$ 1,432.47	14%	\$ 8,559.53
Supplies & Materials	\$ 645.00	\$ -	0%	\$ 645.00
Travel	\$ 351.00	\$ -	0%	\$ 351.00
Production	\$ 800.00	\$ -	0%	\$ 800.00
Total Expenses	\$ 109,914.00	\$ 14,297.47	13%	\$ 95,616.53
Net Income	\$ -	\$ 15,402.53		

Luckiamute Watershed Council
 Passage Barrier Replacement
 OWEB 209-3083

Report for Sept. 2009	Project Budget	April 8, 2009- Nov 30, 2010	% Received or Expended	Balance
INCOME				
OWEB	\$ 98,471.00	\$ 66,000.00	67%	\$ 32,471.00
Total Income	\$ 98,471.00	\$ 66,000.00	67%	\$ 32,471.00
EXPENSES				
Pre-Implementation	\$ 5,000.00	\$ -	0%	\$ 5,000.00
Project Management	\$ 4,600.00	\$ 666.00	14%	\$ 3,934.00
Contracted Services	\$ 59,624.00	\$ -	0%	\$ 59,624.00
Fiscal Administration	\$ 8,842.00	\$ 509.51	6%	\$ 8,332.49
Supplies & Materials	\$ 18,913.00	\$ 4,429.15	23%	\$ 14,483.85
Travel	\$ 292.00	\$ -	0%	\$ 292.00
Post-Implementation Rpts	\$ 1,200.00	\$ -	0%	\$ 1,200.00
Total Expenses	\$ 98,471.00	\$ 5,604.66	6%	\$ 92,866.34
Net Income	\$ -	\$ 60,395.34		

**Luckiamute Watershed Council
Meyer Memorial Trust
Luckiamute State Natural Area
Restoration Action Plan**

Report for Sept. 2009	Project Budget	April 1, 2009 - March 31, 2010	% Received or Expended	Balance
INCOME				
OWEB	\$ 35,398.00	\$ 35,398.00	100%	\$ -
Total Income	\$ 35,398.00	\$ 35,398.00	100%	\$ -
EXPENSES				
Coordination	\$ 1,680.00	\$ 1,000.00	60%	\$ 680.00
Project Management	\$ 5,000.00	\$ 3,700.00	74%	\$ 1,300.00
Contracted Services	\$ 23,850.00	\$ 8,999.38	38%	\$ 14,850.62
Fiscal Sponsorship	\$ 3,218.00	\$ 1,474.56	46%	\$ 1,743.44
Supplies and Materials	\$ 1,100.00	\$ 479.09	44%	\$ 620.91
Travel	\$ 550.00	\$ 567.05	103%	\$ (17.05)
Total Expenses	\$ 35,398.00	\$ 16,220.08	46%	\$ 19,177.92
Net Income	\$ -	\$ 19,177.92		

Mid Willamette Watershed Alliance
LUCKIAMUTE COUNCIL
October 1, 2009

	Montly	Annual	Ash Creek	Discretionary	Lamprey	Ext#1-Rapid Bio	Materials	Other	Write
	Activity	Event	Restoration			(Outreach)	(Outreach)	(Outreach)	Watershed
Income	Deposits								
Direct Public Support	9/21-Cascade Pac \$2783.35	0.00	0.00	1,076.12	0.00	0.00	0.00	0.00	0.00
Direct Public Grants	9/21-Benton \$750.	50.00	0.00	0.00	7,500.00	0.00	0.00	0.00	0.00
Contibuted support	9/23-Event \$1094.	1,614.00	5,500.00	5,471.57	0.00	7,620.00	4,659.61	2,325.00	4,411.71
Total Income	\$4627.35	1,664.00	5,500.00	6,547.69	7,500.00	7,620.00	4,659.61	2,325.00	4,411.71
Expense									
Contract Services	9/23-#417- D. Anderson \$150.	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00
Fundraising	9/23-#416 -N. Duplaix \$605.54	567.81	0.00	1,156.92	0.00	0.00	0.00	0.00	0.00
PROJECTS	9/23-#416- G. Oberst \$93.38	0.00	4,669.50	799.50	-2,783.35	0.00	0.00	0.00	0.00
Non-personnel expenses		0.00	0.00	-144.81	0.00	0.00	5,183.39	0.00	2,600.00
Business expenses		300.00	0.00	1,097.50	4,053.35	0.00	50.00	0.00	0.00
Misc expenses		0.00	0.00	300.00	0.00	2,620.00	439.64	8,320.00	0.00
Total Expense	\$848.92	867.81	4,669.50	3,509.11	1,270.00	2,620.00	5,673.03	8,320.00	2,600.00
Net Balance		796.19	830.50	3,038.58	6,230.00	5,000.00	-1,013.42	-5,995.00	1,811.71

Prepared by James Castle, Treasurer, Mid Willamette Watershed Alliance

10/01/09
Cash Basis

Mid Willamette Watershed Alliance
LUCKIAMUTE COUNCIL
October 1, 2009

	Total
<u>Income</u>	
Direct Public Support	1,076.12
Direct Public Grants	7,550.00
Contributed support	31,601.89
Total Income	40,228.01
<u>Expense</u>	
Contract Services	300.00
Fundraising	1,724.73
PROJECTS	2,685.65
Non-personnel expenses	7,638.58
Business expenses	5,500.85
Misc expenses	11,679.64
Total Expense	29,529.45
Net Balance	10,698.56

Prepared by James Castle, Treasur

LWC Coordinator Report for September, 2009

Activities:

The activities of the month of September were highlighted by LSNA Restoration Planning activities and the LWC Annual Event. Training of new Project Biologist, Jane Dalglish, continues .

Meetings:

Sept. 14: Return from France and other meetings

Sept. 15: Presentation on Xeriscape and water gardens at Independence Library organized by Jo Yeager

Sept. 16: Bonneville Foundation and Meyer Memorial Trust meeting at OSU to discuss the LWC Model Watershed proposal. Tom Smith, Kenn Carter, Michael Cairns and Jane Dalglish also attended.

Sept. 17: Cascade Pacific RCD annual reception at vineyard near Corvallis

Sept. 18: Meeting with Gail and Tammee to finalize last minute details for LWC Annual Event

Sept. 19: LWC Annual Event and Tour de Luckiamute bike ride at Helmick State Park near Monmouth.

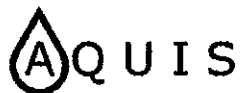
Sept. 21: Meet with Kenn Carter to go over LWC finances and wrap up of Annual Event.

This chronological report does not detail telephone conversations and email messages with OWEB staff, LWC Board members & consultants, partners, volunteers, foundations, and others -- consuming an additional ~ about 70 hours this month.

Submitted by Dr. Nicole Duplaix, Luckiamute Watershed Coordinator
09/20/09

Applicant Luckiamute Watershed Council Application number 210-058

Expense Category	June 2, 2009 Award Amount	Sep 16, 2009 Award Amount	Amended 2009- 2011 Award
Coordinator Salary and Benefits (0.00 FTE)	\$72,705	\$13,796	\$86,501
Operating Costs	\$2,182	\$0	\$2,182
Risk Management & Accountability Assurance	\$1,000	\$1,000	\$2,000
Subtotal	\$75,887	\$14,796	\$90,683
Fiscal Administration (not to exceed 10% of subtotal)	\$7,588	\$1,479	\$9,068
Total	\$83,475	\$16,275	\$99,750



PROJECT PROPOSAL

Date	September 21, 2009
Sent Via	Email to Nicole Duplaix [Nicole.Duplaix@oregonstate.edu]
Project Title	<u>luckiamute.watershedcouncils.net</u> site updates
Client	Luckiamute Watershed Council
Scope of Work	Update and develop the existing site (<u>luckiamute.watershedcouncils.net</u>) to repair broken links and add current information in the form of text and PDF documents. Aquis may also add images or minor visual enhancements to site and template. All major structural changes to the site to be noted for the long-term redesign. After initial site repair, updates to be made on a monthly basis (or as needed) to reflect the changes and additions to the events calendar and reports.
Assumptions	Luckiamute Watershed Council has the copyright for all images to be used in the site. The web hosting service will remain the same.
Time Line	Ongoing
Fees	Web site non-profit development rate of \$50/hour. Not to exceed ten hours. Anticipated site repair and maintenance for next six months, approximately 5 hours or \$250.00.

JANE DALGLESCH DECEMBER 2009 TO JUNE 2010

Grant	Number	2010	Grant ends
Council Support (MC)	210-058	\$6,630.00	6/30/11
Action Plan (MC)	209-3073	\$250.00	3/1/10
RBA II (MC)	209-3081	\$1,410.00	6/1/12
KV Outreach (MC)	209-3005	\$2,000.00	3/31/11
SIP and Model Watershed		???	???
Council Support (ND) ^a	210-058	(\$1,000/month for Suzanne only)	6/30/11
KV Outreach (ND) ^b	209-3005	\$842.40	3/31/11
Action Plan (ND) ^c	209-3073	\$500.00	3/1/10
Lamprey Funding	Riverkeepers	\$2,000.00	N/A
Fish Passage 2 *	not funded yet	\$11,000.00	12/1/10?
		\$24,632.40	

Assumes MC stops receiving any funding after 12/31/09

^a assumes ND will earn \$1,220 from January through June 2010, and then none

^b assumes ND turns over this project as of January 2010

^c assumes ND turns over this project as of January 2010 - Jane has already received \$3,500 from this project

* Funded in April '10?

SUZANNE MOELLENDORF

Suzanne to work two days a week for \$1,000 amonth (\$15/hour), starting ASAP.

This money would come out of ND's OWEB Council Support money (currently \$2,200/month)

Suggested Actions:

1. Extend Jane's contract for another 6 months @\$2,300/month
2. Hire Suzanne Moellendorf for 6 months @ \$1,000/month for 2 days a week
3. Amend these contracts if and when SIP or Model Watershed funding becomes available

Attachment #1		
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Scope of Work – Watershed Project Biologist	Tasks	Amount
JANE DALGLIESH		
Start date: December 5, 2009		\$2,300.00

- Assists with implementing goals and objectives of the Charter and follows guidelines listed in the Charter Appendices.

- Reports to the Project Review Committee, LWC Steering Committee and the Council. Submits monthly invoices and funds disbursement request to the contract officer for signature.

- Works closely with the Coordinator, and other contractors, with frequent planning meetings and communications to enhance the LWC's capacity and programs.

- Coordinates the Lamprey Public Education and Outreach project.

- Assists the Coordinator with the preparation of the Luckiamute State Natural Area OWEB SIP Restoration project proposal, The Model Watershed project proposal and the implementation of both these projects.

- **Project Management:**

- 70% - Manages restoration, technical assistance and acquisition projects following procedures developed by the Project Review Committee and the LWC

- Obtains funding through grant writing.
- Obtains permits.
- Arranges contracts with subcontractors in accordance with the guidelines of the Project Review Committee (PRC) and the Conflict of Interest Policy.
- Implements projects.
- Monitors projects.
- Provides monthly project summaries to the PRC and Coordinator.

- Maintains all project files in the LWC office to include.

- 30% - Develops restoration, technical assistance and acquisition projects to implement the objectives outlined in the biennial Work Plan.

- Works cooperatively with the Coordinator.

- Develops project concept (using outside resources as needed).
 - Understands and presents landowner wants, needs, and objectives
 - Site visits
 - PRC consideration
 - Board consideration
- Develops project designs.
- Initiates project concepts.
- Provides monthly project development summaries to the LWC.

January 5, 2010	Same as above	2,300.00
Feb. 5, 2010	Same as above	2,300.00
Mar. 5, 2010	Same as above	2,300.00
Apr. 5, 2009	Same as above	2,300.00
May 5, 2009	Same as above	2,300.00
TOTAL		\$ 13,800

Attachment #1		
Scope of Work -- Assistant to LWC Coordinator	Tasks	Amount
SUZANNE MOELLENDORF		
Start date: November 1, 2009		\$1,000.00
	<ul style="list-style-type: none"> • Assists with implementing goals and objectives of the Charter and follows guidelines listed in the Charter Appendices. • Submits monthly invoices and funds disbursement request to the contract officer for signature. • Assists the Coordinator with her duties, including outreach activities, foundation research and grant writing, the preparation of the Luckiamute State Natural Area OWEB SIP Restoration project proposal, The Model Watershed project proposal. • Assists LWC Coordinator and contractors to maintain up-to-date Council and Committee meetings files and other files and publications and reports in the LWC office. • Assist with other duties and projects as assigned by the Coordinator. 	
Dec. 1, 2010	Same as above	1,000.00
Feb. 1, 2010	Same as above	1,000.00
Mar. 1, 2010	Same as above	1,000.00
Apr. 6, 2009	Same as above	1,000.00
May 1, 2009	Same as above	1,000.00
TOTAL		\$ 6,000

Significant Project Management Activities September - October, 2009

- 9/15 – 10/8 Worked on Upper Luckiamute Fish Passage Improvement application to OWEB – PD*
- 9/16 Participated in Model Watershed Program at OSU with BEF staff and LWC Board members and staff – PD
Wrote and submitted Ritner Ck Jam Removal project 1-yr status report to OWEB and submitted invoice to CPRCD - PM
Registered for NOWC Gathering - G
- 9/17 Took photos of completed Grant and Berry Ck culvert projects with Jane – PM
Participated in Cascade Pacific RC&D annual meeting at Tyee Winery - G
- 9/19 Participated in LWC annual event at Helmick Park - G
- 9/20 Spoke with R-J Consulting Services staff about spraying at 3 ongoing project sites - PM
- 9/21 Participated in OWEB conference call regarding the October grant cycle application process - PD
- 9/22 Participated in NOWC conference call regarding the October grant cycle application process – PD
Assisted in final spraying of Creekside Farm riparian project on Teal Ck - PM
- 9/23 Wrote STAC grant application to ODFW for funds to help WOU art class build watershed art structures – PD
Attended ODFW Volunteer Recognition potluck at EE Wilson with Gail and Jo - G
- 9/24 Participated in pre-bid meeting and site tour at BLM’s Horning Seed Orchard near Colton with BLM and CPRCD staff – PD
Participated in meeting with Phil Larsen and Nicole to discuss development of a Model Watershed proposal - PD
- 9/25 Made presentation to WOU faculty about LWC’s LSNA project development at the LSNA HQ - PD
- 9/28 Falls City riparian project spraying - PM
- 9/29 Met with OPRD staff, Nicole and Jane at LSNA HQ to receive input on project planning - PM
- 9/30 Participated in PRC meeting at West House – PD
Participated in Steering Committee meeting at West House – G

- 10/1 Participated in CPRCD Board meeting in Tangent – G
- 10/2 Wrote, submitted monthly report and reviewed draft meeting agenda - G
- 10/3 Participated in LWC Adopt-a-Road cleanup near LSNA - G
- 10/5 Participated in meeting in PDX with John Runyon, Phil Larsen and Nicole regarding Model Watershed / Action Plan nexus – PD
- 10/8 Participated in LWC monthly meeting in Monmouth - G

PM = project management tasks

PD = project development tasks

G = general tasks in support of LWC

PD* = Denotes a project resulting from Kings Valley landowner recruitment project

This chronological report does not detail numerous telephone calls and email messages with landowners, contractors, OWEB staff, LWC members & staff, partners, volunteers, and technical experts to work on various restoration projects, and requiring 100 additional hours

Michael Cairns
LWC Project Manager

REPORT TO LWC and ED/OUTREACH COMMITTEE Oct. 8, 2009

For the period from Sept. 15 to Oct. 15, 2009

From: GAIL OBERST, Volunteer and Upper Luckiamute Outreach Coordinator/Contractor

Attachments: Calendar of Events, 2009-2010, "Kudos" news article, report to Steering Committee

HIGHLIGHTS

Kings Valley/Pedee – I'm continuing work on two or more tours next summer, a knotweed project for in the Upper Luckiamute, and a small improvement project for Ritner Creek Bridge Park. I am enlisting the help of Kings Valley resident Hollis Holstine, who is already helping me gather information for the knotweed project (she is one of the landowners), and this winter, she will help me list and process the people we've contacted so far in Kings Valley and Pedee, and will recommend who we should contact in the future using the data we have from surveys and events. She is uniquely qualified for this work and I am excited to have her help. Come meet her at the barbecue.

This month, I have contacted Cliff Hall and Michael Moore to arrange tours of their property – Hall's property is a beautiful example of how native plants can be used to replace weeds improving habitat in and out of the river. Moore's property showcases log placement in small creeks for flood control, erosion control and habitat. I am also planning a project that will combine the resources of the Friends of Ritner Creek Bridge, Polk County and an OWEB grant to support improvements to the riparian area damaged by bridge reconstruction.

Volunteer work – Our annual event was Sept. 19, so a lot of the volunteer time reflected below was wrapped up in preparing for and working at that very successful and fun event, made possible all of you who helped and attended. This month, I'm sending out thank-you notes to our donors and participants. Attached is a calendar of events, to track what activities we have coming up.

SUMMARY OF OUTREACH KINGS VALLEY/PEDEE AND VOLUNTEER ACTIVITIES

The following summary includes a record of the hours I've spent working for the LWC, as a volunteer and as a contractor for OWEB Grant # 209-3005.

	Volunteer	Paid
Sept. 16 – Shop for annual event, McKibben, invites	4	4
Sept. 17 – Print waivers, vol forms, CPRCD, equipment	5	1
Sept. 18 – Bike packet info, agenda, Polk Co. signs	2	2
Sept. 19 – Annual event, Ritner Creek, prep and clean-up	4	4
Sept. 21 – Nancy Sullivan, Pedee outreach, signs	1	2
Sept. 22 – Hollis Holstine, KV outreach		2
Sept. 23 – Office, KV tours, knotweed		2
Sept. 25 – Pedee, BLM correspondence		2
Sept. 28 – Report, plans w/Nicole		2
Sept. 30 – PRC	2	
Oct. 1 – Report, thank-yous, Dale Draeger	2	
Oct. 2 – Stamps for LWC, Ritner Creek, thank-yous	1	1

	Volunteer	Paid
Oct. 3 – Road Clean-up	2	
Oct. 5 –Identify/ Contact weed landowners, calendar		3
Oct. 6 – Set place for weed meeting, KV visit	1	5
Oct. 8 – BBQ, LWC meeting, ED/Out, minutes	5	2
Oct. 14 – Contact, dates for Foisie, R Ck, Moore and Hall tours		6
TOTAL Grant Hours	0	40
TOTAL Non Grant Hours	27	

LUCKIAMUTE WATERSHED COUNCIL EARNS NATIONAL KUDOS

Gail Oberst, 503-871-1252 e-mail gailoberst@yahoo.com

Three regional groups this month are applauding the Luckiamute Watershed Council for its restoration and conservation work in Polk and Benton counties. The Public Lands Foundation is recognizing the council's cooperative efforts on Bureau of Land Management land with an award, and the Bonneville Environmental Foundation and the Meyer Memorial Trust this month are encouraging council plans to create a Model Watershed program in the Upper Luckiamute River area – which includes the Kings Valley, Hoskins and Pedee areas.

The beautiful Upper Luckiamute River area is an important habitat for steelhead and trout, and rare land-based species, including Fender's Blue butterfly, but it is also a productive forestry and agricultural region. Balancing the needs of residents and commerce with wildlife is the specialty of watershed councils. To balance these needs, Luckiamute's volunteer members represent private, commercial and environmental interests.

The Public Lands Foundation, a non-profit organization made up largely of BLM retirees, has chosen the council for the Landscape Stewardship Award. The award honors the work of private citizens "to advance and sustain community-based stewardship on landscapes that include, in whole or in part, public lands administered by BLM," according to Scott Snedaker, BLM fisheries biologist from the Mary's Peak Resource Area. In 2008-2009, the council worked closely with Snedaker, the BLM, Oregon Department of Fish & Wildlife, and private landowners to improve the roads, culverts and stream health of Maxfield Creek. Improvements now provide access to commercial forestry operations while improving fish and wildlife habitat in the Kings Valley area. The Public Lands Foundation will present the award at a public event Nov. 18, at the Salem BLM office.

The Maxfield Creek project is an example of the type of projects that may continue in the Upper Luckiamute region if the Willamette Model Watershed project is fully funded next year. The Luckiamute Watershed Council was one of just four other watershed groups in the Willamette Basin given the green light, and a planning grant, to fully prepare and propose a 10-year Model Watershed project. If the program is fully funded, Bonneville Environmental Foundation and Meyer Memorial Trust funds would support watershed improvement projects and follow-up in the Kings Valley, Hoskins and Pedee areas of Polk and Benton counties – the upper reaches of the Luckiamute River.

"It is such a thrill, an honor, to be recognized by the prestigious Bonneville Environmental Foundation and the Meyer Memorial Trust," said Nicole Duplaix, coordinator of the watershed council. "If our final proposal is selected next April we will receive funding for ten years to implement it -- because many restoration and long-term monitoring projects are very expensive this is welcome news indeed!"

SUBCONTRACTOR PROPOSAL, 10-8-09

To: Luckiamute Watershed Council

From: Gail Oberst, Outreach/Education for Upper Luckiamute

SITUATION: In February, I will take a full-time job, for three months, as editor of the Oregon Wine Press. I am very excited about this job, but I do not intend to neglect my duties or my contract with the LWC and want to continue the work in the Kings Valley, Hoskins and Pedee without missing a beat. Here is how I propose to do this.

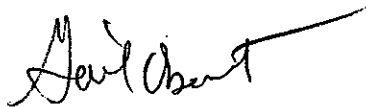
NOVEMBER TO FEBRUARY – These months I will continue to work as before for the LWC, completing plans for three summer tours and the knotweed project on Wildwood Drive, in addition to continuing to assist with referrals. By February, I hope to have all tour plans in place so that, when I return to work in May, I can go ahead with the tours, which will take place in late May. I will be completely responsible for planning these events, with volunteer help, of course.

FEBRUARY 1 TO APRIL 30 – During these months, I would like to subcontract with KV resident Hollis Fishelson-Holstine to work on some of the contact data we have gathered, put it into an accessible spreadsheet and assess or possible projects among the contacts. I will pay for her directly from my own pocket for 40 hours a month, and I will submit her reports, along with my own, each month – just as I have always done. I will continue to be responsible for the work that is done as part of my contract. I will share with the council all agreements I make with her. We will develop a "Work Description" next month.

Hollis will bring her own resume, but she is uniquely qualified for this important organizational work, much more so than I am. First, she is a KV resident, a leader and has an MS in Statistics. Second, she has worked internationally in banking business analysis, and even developed models for making decisions based on data analysis. I feel very lucky that she is available and willing, and hope she will find watershed work challenging and rewarding.

TONIGHT – I am asking for the council's green light to go ahead and make plans with Hollis. I have checked and rechecked my contract, and find nothing that precludes my enlisting subcontractors to do work I can't do. In fact, there is a clause that presumes I will have subcontractors and states that the contract (me) not the council, is liable for the work performed by the subcontractor, I don't believe this requires action, because it is already covered in my contract and agreement, but if you want to take action – approval, table or denial – you could do that.

Thanks, Gail



Outreach, LWC

UPDATE TO KIVAA, Oct. 8, 2009

From Gail Oberst, Luckiamute Watershed Council

Attached is a news release, which hopefully explains more about recent kudos surrounding Maxfield Creek, and our future plans for projects in the Kings Valley-Hoskins-Pedee area. We will know more about the "Model Watershed" program after April, when the funding sources make their final decision. But the bottom line is: if approved, it could fund staff and expenses for watershed improvement projects in this area for the next 10 years! Very exciting! We are working hard to get these funds, and share them with contractors and landowners who will work with us.

Also, tonight (Thursday, Oct. 8) the Luckiamute Watershed Council will hear my plan to subcontract with KV resident Hollis Fishelson-Holstine to work some of the data we have gathered, and rank the possible projects. She will be doing this work throughout the winter (February through April) while I am acting editor of the Oregon Wine Press. Before February, however, I will set dates for tours on Michael Moore's and Cliff and Gay Hall's properties (one tour) and the Ritner Creek Bridge project – a tour and a celebration of the placement of the new engraved bricks. Those tours will happen in May-June, or when Cliff's flowers are in bloom, for best effect.

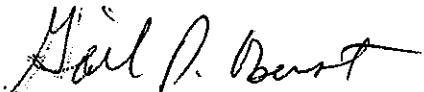
We are also planning a knotweed eradication project with landowners' help at the upper end of Wildwood Road, working from Fisherman's Camp downstream. Hollis is helping with that, too. We will plan a knotweed workshop this winter, but my objective is to enlist at least six landowners so that every spot of knotweed is removed from the upper reaches of it, and then we can work downstream.

And speaking of Fisherman's Camp, the Smiths and Barnhardts have enlisted our help in removing the dangerous railroad pilings in the river, and planting native species on their lands. This is also an exciting project that will preserve the Smith home, and open up fish passage above the pilings. We are applying for a grant this month, so the work may not be completed until next year.

As always, the council welcomes KIVAA members and KV residents to the Luckiamute Watershed Council meeting each second Thursday of the month, at 7 p.m. at Monmouth's Volunteer Hall (behind City Hall). Your input is important to us.

Best wishes,

Gail Oberst



Outreach, LWC

Agreement
between
Luckiamute Watershed Council
and
Gail Oberst, Independent Contractor
and
Cascade Pacific RC&D
for
Luckiamute Watershed Council Outreach Services

I. INTRODUCTION:

This is an agreement between Gail Oberst (CONTRACTOR) and the Luckiamute Watershed Council (COUNCIL) for the purpose of completing COUNCIL Outreach Services (PROJECT) for the period beginning on October 15, 2008, through October 15, 2010. This agreement is entered into for the purpose of facilitating cooperation among the parties listed above for the mutually agreed upon objectives of landowner outreach and education efforts. Funding for this Agreement will come from OWEB project #209-3005 and COUNCIL funds on deposit with the Cascade-Pacific Resource Conservation and Development (C-PRC&D). COUNCIL shall provide project support and oversight through COUNCIL Coordinator and/or the COUNCIL Education/Outreach committee and/or Contract Officer per this Agreement. C-PRC&D will provide fiscal sponsorship for the PROJECT per agreement with COUNCIL.

II. SCOPE OF WORK:

CONTRACTOR shall be paid an amount not to exceed \$36,400 for Outreach services as specified in Exhibit A, "Statement of Work" (SOW) which is incorporated into this agreement by attachment and may be updated and modified on consent of both CONTRACTOR and COUNCIL. CONTRACTOR shall provide services and products described in this Agreement and its attachments. CONTRACTOR agrees to perform the Work in accordance with the terms and conditions of this Agreement and its attachments.

III. PROJECT AREA:

Generally: Kings Valley/ Pedee. Specifically: Upper Luckiamute sub-watershed; 6th Field HUC 170900030601; Vincent Creek sub-watershed, 6th Field HUC 170900030602; Maxfield Creek sub-watershed, 6th Field HUC 170900030603; and Pedee Creek sub-watershed, 6th Field HUC 170900030604.

IV. DURATION OF AGREEMENT:

This Agreement shall become effective on the date of the last signature and shall expire October 15, 2010.

V. PAYMENTS:

CONTRACTOR shall receive an amount not to exceed \$36,400. CONTRACTOR will bill C-PRC&D \$1,583 once each month for 22 months and \$1,574 in October 2010 beginning Nov. 15, 2008, following deliverables as outlined in this Agreement, Exhibit A. All requests for payment must have signed approval of CONTRACT OFFICER and COUNCIL REPRESENTATIVE. CONTRACTOR shall not submit invoices for, and C-PRC&D will not pay, any amount in excess of the maximum compensation amount set forth in Article V. C-PRC&D will reimburse CONTRACTOR within 15 days of receipt of billings.

Payments will be made upon agreement of services and contract deliverables and approval by COUNCIL /EDUCATION OUTREACH COMMITTEE per deliverables, timeline and payment schedule in this Agreement and its attachments. Prior to being paid, CONTRACTOR shall document PROJECT expenses in accordance with the specifications of Exhibit A, and this Agreement. CONTRACTOR shall then submit all invoices to CONTRACT OFFICER OR COORDINATOR for approval. CONTRACTOR shall submit invoices to C-PRC&D, attached to a Check Issuance Request form, approved by a CONTRACT OFFICER within 5 days of receipt. The final \$1,574 of this Agreement, shall be made when the final

report is received and approved by COUNCIL, and the final fund release(s) have been received by COUNCIL. All funds must be expended by October 15, 2010.

All payments are dependent on approval of work products by COUNCIL and release of funds from the funding source(s).

VI. OBLIGATIONS OF THE PARTIES:

A. The COUNCIL AND EDUCATION OUTREACH COMMITTEE shall:

1. Provide oversight for performance of PROJECT.
2. Authorize all payments to CONTRACTOR as specified in Exhibit B, Contract Officer Form.
3. Submit invoices to C-PRC&D attached to a Check Issuance Request Form approved by a Council designated Contract Officer.
4. COUNCIL Coordinator shall confirm that work is proceeding according to this contract, and serve as a liaison with CONTRACTOR, COUNCIL, and C-PRC&D.

B. CONTRACTOR shall:

1. Complete work according to this Agreement and its attachments.
2. Document and track all project expenditures that are invoiced under this project and submit these with Invoices.
3. Submit invoices to CONTRACT OFFICER per Payment Schedule in Exhibit A for charges incurred under this Agreement.
4. Provide copies of all data and products including preliminary findings, raw data, notes and final reports to COUNCIL.

C. C-PRC&D shall:

1. Provide fiscal sponsorship per the project agreement with OWEB.
2. Make timely payments to CONTRACTOR per their approved invoices. All payments are dependent upon availability of COUNCIL funds in C-PRC&D account.
3. Complete work according to this Agreement and its attachments.

VII. OWNERSHIP OF WORK PRODUCTS

All work products of CONTRACTOR which result from this agreement are the property of the CONTRACTOR, COUNCIL, and funding sources. These include preliminary reports, findings, notes, data and partially completed materials produced under this contract. CONTRACTOR may retain and distribute all work products.

VIII. CONTRACT MODIFICATION, TERMINATION, AND EXTENSION

A. **Contract Modification:** Modifications within the scope of this contract shall be made by mutual consent of the Parties to this Agreement, by issuance of a written modification, signed and dated by all parties, prior to any changes. The CONTRACTOR's SOW, Exhibit A, may be revised or modified to reflect new opportunities and resources, within the scope of this Agreement. Revisions to the SOW shall be incorporated into this agreement by a contract modification.

B. **Contract Termination:** This Agreement may be terminated by mutual written consent of the parties, or by any one party upon thirty (30) days written notice delivered by certified mail or in person to the other two parties.

C. **Contract Extension:** This contract may be extended in accordance with funding specifications, and by mutual consent of the Parties by issuance of a written extension, signed and dated by the parties.

IX. LIABILITY

CONTRACTOR shall indemnify, defend and hold harmless the COUNCIL and C-PRC&D, their officers, divisions, agents and employees from all claims, suits or action of any nature arising out of the activities of the CONTRACTOR, subcontractors, agents or employees of the CONTRACTOR, under this contract.

C-PRC&D shall indemnify, defend and hold harmless the CONTRACTOR and COUNCIL and their respective officers, members, divisions, agents and employees from all claims, suits or action of any nature arising solely out of the C-PRC&D's activities, or the activities of C-PRC&D's subcontractors, agents or employees, under this contract. C-PRC&D shall maintain General Liability Insurance with coverage in the amount of \$1,000,000.

COUNCIL shall indemnify, defend and hold harmless the CONTRACTOR and C-PRC&D and their respective officers, members, divisions, agents and employees from all claims, suits or action of any nature arising solely out of the COUNCIL'S activities, or the activities of COUNCIL'S subcontractors, agents or employees, under this contract subject to the limits of the Oregon Tort Claims Act, ORS 30.260 through 30.300.

VIII. SEVERABILITY

If any nonmaterial part of the Agreement is unenforceable for any reason whatsoever, the remaining material provisions of the Agreement shall remain in effect and binding upon the parties. If any material part of this Agreement is unenforceable, then this Agreement shall be null and void, but the parties shall negotiate a new Agreement within 30 days of the discovery that a material provision is null and void.

Attachments:
Exhibit A - Scope of Work
Exhibit B - Contract Officer Form

Approved by:
Luckiamute Watershed Council

Kenn Carter,
Chair

Date

CONTRACTOR:
Gail Oberst
Address: 593 E Street
Independence, OR 97351
Telephone: (503) 871-1242
Email: gailoberst@yahoo.com
S.S. #: 542-70-3447

Contractor Signature

Date

Approved by:
Cascade-Pacific Resource Conservation & Development

Sarah Johnson, fiscal agent

Date

Administrative Contact:
Sarah Johnson
Cascade-Pacific Resource Conservation
and Development
33630 McFarland Road
Tangent, OR 97389
Telephone: (541) 967-5925 xt. 128
Email: sarah@cascadepacific.org

Luckiamute Project Contact:
Nicole Duplaix, LWC Coordinator
Western Oregon University
345 N. Monmouth Ave.
Monmouth, OR 97361
Telephone: (503) 302-4913
Email: nicole.duplaix@oregonstate.edu