

LUCKIAMUTE WATERSHED COUNCIL MINUTES

March 11, 2010 Volunteer Hall, Monmouth, Oregon

6 p.m. – Ed/Outreach Committee Meeting at Office

7 p.m. – General Council Meeting

Call to Order and Introductions: Vice Chair Kenn Carter called the meeting to order.

Introductions – Kevin Fenn from USDA, Donna Schmitz of Benton SWCD, Ed Miller, and Bob Heriford of Wings of Wonder, Phil Larsen, Christine Hurst, WOU Prof. Steve Taylor, Scott Snediker, BLM; Hollis Fishelson-Holstine of Hoskins, John Runyon.

Also attending: Council members: David Anderson (secretary), Tom Smith, Judy and Kirk Lewis, Ron Nestlerode, Rebecca McCoun, Gail Oberst, Kelly Gordon, Douglass Fitting, Jamie Parker. Staff: Suzanne Moellendorf, Nicole Duplaix, Jane Dalglish.

Minutes (see separate file): ACTION: David Anderson moved and Kelly Gordon seconded a motion to accept February minutes: Motion PASSES with changes (add Kelly to attendance list).

Volunteer time and attendance sheet passed around.

SPECIAL SPEAKER – John Runyon updates council on Upper Luckiamute portion of the Action Plan, which is a summary of where we are, what we have done, what strategies we have taken, how to plan action/implementation in the future. Discussion: What are the implications. Runyon: This is preliminary report on the Upper Luckiamute area, the area of the Model Watershed Project. The rest of the watershed will be completed in the next few months. This preliminary report is in coordination with Model Watershed planning. Discussion about strategies, threats, building resiliency into the habitat, monitoring, assessment, gauging effectiveness.

Phil Larsen – Bonneville Environmental Foundation/Meyer Memorial are directing the process in an effort to look at the whole watershed and the overall effectiveness of projects, rather than just single projects. Questions to be answered in the process: Can you fix an entire watershed? Is the program effective? What are identifying indicators, designs, common protocols, processes? The first level of monitoring is participation; the second level is watershed projects, whole plans. Phil wants to get a coherent set of information that is consistent across board, do some research and measuring to fill out base-level information – temperature monitoring, etc. Next level is monitoring and will need more funding . For example, get more RBA projects implemented in five-year increments to gauge changes and decide where we should impose projects. Also habitat and biological surveys need to be done, to determine where natives and introduced species, and we will need funding for that. Specific information about natives, introduced species. What can the program do and where are additional resources?

Christine Hurst asks about ODFW stats and biological info. Donna Schmitz notes that the report may lack some project information from other agencies. For example, CREP project have been done on approximately five river miles, not included in the report, what about

other agencies' work. Nicole Says: We will expand and add to the report over the next year. It is an evolving document.

BUSINESS

Treasurer's report – Nicole Duplaix

Mid-Willamette Watershed Alliance finance report : More than \$14,000 of unencumbered funds now in our account. CPRCD financial report – See handout. Budget is on schedule. Treasurer's report is on its way.

Coordinator's report – Nicole Duplaix – See handout.

Staff Transitions – Jane is moving to China in June. Solutions: We are expecting a large inflow of funds from BEF and MMT – 90,000 + per year or more for next 10 years. This will allow us to hire staff (three full-time positions) to oversee between 8 and 15 projects per year. Nicole is working on LSNA budget tomorrow. MMT meets in April for all 7 model watersheds. Next step: MOUs with listed expectations will come, and by May 16, LWC will get its first check for the year. Between now and then, we are working to keep up. The Steering Committee has suggested hiring David Anderson as temporary project manager and also Christine Hurst, to help with the calling and outreach. Nicole Duplaix has been proposed to be full-time manager.

Nicole: LWC won't have an office at Western. She suggests Polk SWCD may have an office and could manage funding. Nicole suggests that the employees will be employed through the SWCD, they could get benefits and be officially employed by Polk SWCD.

Discussion: Steve Taylor said he thinks he can keep our place at WOU, which is our preference. Someone will need to discuss this with Dean Scheck. Discussion about David Anderson filling in for Jane and getting briefed while she is still here. Nicole is meeting with Kendra Smith of BEF, who had concerns our lack of a project manager. Nicole said BEF will withdraw funding if there is no plan for succession. Council discussion about the suddenness of this decision, and what the implications are, whether the Steering Committee can hire without input/agreement from the council. Kelly Gordon asks: Why do we need employees instead of contractors? Kenn answers: We can accommodate both. Gail asks: Will there be a vote? If so, on what? What will be responsibilities? Kenn: The Steering Committee has authority to make decisions about staff. Discussion about making the decisions, and who should make them. Kenn said the committee seeks a decision on a temporary position. Nicole: Funders meet April 7 and if they think we can't handle the projects, we will be dropped. She/Steering Committee are trying to ensure a smooth transition. Discussion – Hiring a new project manager won't take long months. Kenn: With an acting projects manager, the transition can happen and roll smoothly. It is a job with a long learning curve. Discussion: David as an employee? Douglass Fitting: Other council members are qualified and should have been considered, but the Steering Committee did not put this on the table. In order to keep trust and respect in the council, they need to be aware of the situation. Nicole: We will have funding for two project managers. Jane is leaving April 9. Kenn: The Steering Committee consults/communicates many times during the month. They need to take care of the day to day business. Kelly: What is the recruitment process? There is a need to transition with training from Jane, while she is there. Kenn recommends that David be put in the position as an interim, until we can hire a permanent person. What about Christine's suggested position? Christine said there is no formal contract proposal for a part-time position. ACTION: A motion to hire David at \$2,300/month as an interim contractor for five months from several funding sources, seconded by Rebecca McCoun. MOTION FAILS.

ACTION: Gail moves the same, but adds that the LWC must immediately begin a search for a permanent project manager. Kirk seconds motion. MOTION PASSES.

Insurance – We have D&O and event insurance, but we need expanded coverage. We have had some offers of \$2,508, Rural Special District's WSC Insurance would cover field trips, tours, events. ACTION: Nicole directed to purchase the insurance.

Project Review Committee – David Anderson, chair of committee, Jane Dalglish, Project Manager.

Jane – Rock Pit Creek Project – The PRC committee voted to recommend the project it to the council. Scott Snediker -- All funds come from BLM, as the project is on BLM land and benefits Forest Capital. It would replace a failing culvert with a fish-passage worthy pipe. Forest Capital is donating the gravel. A designer and engineer needed, which the council will hire, provided with funds from Forest Capital, but it needs to go through a cooperative agreement with LWC, to simplify the contracting process (omit the Davis-Bacon act)

ACTION – David moves that we accept the PRC's recommendation, seconded by Rebecca. Harris Creek Grant was rejected by OWEB, although they recommended it for funding. They would like it resubmitted but split between the culvert replacement and the bridge abutment removal. The NFWF matching grant was approved and we have two years, so if we get the next OWEB grant, the NFWF and ODFW matching grants – each \$20,000 – will still apply. We will resubmit the projects in April, Jane said.

RBA – Gail asks: Could we hire Kings Valley people to make phone calls on behalf of the RBA? Yes, said Jane. A question about who will direct RBA calls.

Kevin Fenn – Dept. of Ag is doing a two-year report on the water quality plan for the state, outreach, water quality monitoring to see where there are gaps. Implementation will be through SWCDs, and watershed councils. The trend is to conduct monitoring based on land-use and see where problems are coming from. He is meeting with councils, to see what is already being done.

Education/Outreach Committee – See separate Education/Outreach report, and discussion above. Hollis Fishelson-Holstine, a subcontractor compiling information about the Kings Valley/Hoskins/Pedee areas.

Other Business/Announcements –. We've been invited to have an informational booth at the Illahe Winery, April 24 Earth Day. Also we are invited to attend Ag Fest, April 24-25, at the Oregon State Fairgrounds. Donna Schmitz: Weed control programs need volunteers. A survey is in the works to gauge needs and issues.

Adjournment – The next regular meeting is scheduled for 7 p.m. April 8 at the Monmouth Volunteer Hall. The Education/Outreach Committee meets at 6 p.m. at Rick's Place.

LUCKIAMUTE WATERSHED COUNCIL MINUTES

April 8, 2010

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

7 p.m. – General Council Meeting, Volunteer Hall, Monmouth, Oregon

Call to Order and Introductions: Vice Chair Kenn Carter called the meeting to order. Introductions – Donna Schmitz, Benton SWCD, Ed Miller, and Dan Farnsworth (Ash Creek Water Control District Board of Directors), Karen Lippsmeyer, Kelly Gordon, Kenn Carter, Tom Smith, Judi and Kirk Lewis, Ron Nestlerode, Gail Oberst. Staff: Suzanne Moellendorf, Nicole Duplaix, David Anderson, Christine Hurst, Jane Dalgliesh.

Karen Lippsmeyer makes announcements, asks for support for 4-H (and many other programs) that will be on the May 18 ballot, Measure 27-100. Tax rate to support programs will increase 7.5 cents per \$1,000 but rate can never be raised.

Minutes (see separate handout): **ACTION:** Tom has a correction -- Tom Smith, Ed Miller and Bob Heriford were not at the March meeting. **APPROVED WITH CORRECTION.**

Volunteer time and attendance sheet passed around.

BUSINESS

Treasurer’s report – Nicole Duplaix reports for Treasurer.

Mid-Willamette Watershed Alliance finance report – See handout. We have made transfers to CPRCD to pay for interim projects coordinator and outreach coordinator. CPRCD financial report – See handout.

Coordinator’s report – Nicole Duplaix – See handout.

LSNA proposal – Will be submitted at the end of this week.

Model Watershed – Mary’s River and LWC are officially model watersheds. The MOU is to come. Thanks to Suzanne for her help. Ron suggests – Joint celebration with Mary’s River? Also, in addition to council support, OWEB has also decided to put \$1 million toward capital projects for model watersheds. No application required, just review by SIP. Why are we so successful? A proactive and involved council, more cooperative than any other council. Kirk comments on progress and says thanks is due to many others.

Charter changes – Ron and Kirk suggest charter changes. Kenn asks: Do we need to form a committee to look at annual update? Ron: especially we need to review the powers of the steering committee to oversee contractors and employees. Staff doesn’t need 15 bosses, but the charter also needs to clearly require council input on important staff decisions, so the steering committee has support of the council. He would like to change the charter to make it more clear. Could we have a charter retreat? Individual concerns could be written down on the charter and considered by a charter committee. Tom suggests – Annual review would help take care of the odds and ends, the things that have come up. Also, conflict of interest policy is vague. He suggests a retreat, with a facilitator to help analyze and change the charter. The desire is that no hiring decisions are made until the council approves and is involved. Kelly also suggests – why not get some minutes from the steering committee which

could be reported before the council meeting? Kenn said sometimes there isn't time, but at least the committee could put out an agenda. Ron suggested a newsletter. With more resources, this might be possible. Kenn says: Steering committee meetings are open to everyone, but personnel actions are not always open. Discussion about retreat time and place, end of May or beginning of June.

Membership Change – Kirk has volunteered to be the secretary, to replace David, who is now a contractor. ACTION: Ron moves to nominate Kirk. Tom seconds – APPROVED

New council member – Hollis Fishelson-Holstine, introduces herself. ACTION: Gail moves that we appoint Hollis to the Watershed Resident position, seconded by Kirk. APPROVED.

Staff transitions – Jane Dalgliesh is leaving for China, and is presented with a picture of snow geese. Also Suzanne leaving on April 20, to take a job at GSI in Corvallis. We will continue working with her as part of the Model Watershed, which she helped write. Finally, Christine Hurst has agreed to an interim outreach coordinator position. ACTION. Motion to approve a two-month part-time contract with Christine – Kirk moves, Ron seconds. APPROVED. Nicole: Eventually we hope to hire a fulltime outreach coordinator, with benefits, which can be offered through Polk SWCD. Kenn: once we have resources, we can consider other options through Polk SWCD/employee of record. She would work for the council, but through the SWCD. This is just a two-month position. Gail said she would look into other options – are there other agencies that could support this? Kenn asks to put it on the agenda for next month. ACTION: APPROVED.

Office space -- Dean Sheck said he would find us a place at WOU while West House is being remodeled. It will be chaotic for six months, but after, we'll have a new office space.

LSNA Update – Kirk suggests we have a tour to the landing, at the north end. A hike, maybe a public hike. The first focus of the project is Outreach, to create a strong support in the area, create a Friends of LSNA group for community-based support. We have 95,000 trees and shrubs to be planted in this area, to replace invasives. David: there will be four or five studies on the area to determine where to plant and how. Nicole: Olsen brothers are willing to help with invasive removal and excited to work with the council. Funding Update – the LSNA is a designated OWEB/ Special Investment Project. We are now working on documents to formalize plans -- \$1 million over three years will be split between OWEB and Meyer Memorial Trust. We will begin writing contracts in June. Polk and Benton SWCDs will collaborate. ACTION: Kirk proposes and Ron seconds a proposal to submit to OWEB, a 12-page proposal for the LSNA. Outreach begins in June when we have the money in hand, says Nicole. MOTION PASSES.

Model Watershed update – Nicole reports that in May we will sign an MOU. Kendra Smith is meeting with us to talk about Model Watershed projects and structure, 2-4 Monday at WOU in the Rogue Room. Kenn said they will stay involved in the process, hire experts to help the seven model watersheds. There will be monitoring, quality checks, in addition to the resources provided. Also we'll have help to get grants, once we identify projects. Expect 8-10 projects per year, small to large capital projects as well as outreach. Kelly asks: Will we do that many projects this year? Some projects are prioritizations – Barrier plans, RBA, Action Plan. We'll prioritize and present these to the Project Review Committee. Hollis asks how the data could be used, and made useful. RBA – ground-proofing needed. How can we use the information we have to rank projects. Can we use our previous ranking exercise?

Other updates – Rock Pit Creek with BLM – Benton County will be able to do the project more quickly, and so it is out of LWC hands.

RBA – no final report for last year's yet. Discussion about 2010 calling.

Awards -- \$20,000 barrier removal – We have two supplemental grants to support the larger grant, which we didn't get. We are now re-applying for the barrier removal project. Council members to get award from Gov. Kulongoski May 6.

Education/Outreach Committee – See separate Education/Outreach report.

Ron Nestlerode – We're planning a tabling event at Illahe Winery for Earth Day. Five people have volunteered. Gail will coordinate times. Discussion about Annual event – can wineries contribute? We need a keynote speaker. Gail is checking. The Road Clean-up is May 8. Could we have a tour of the LSNA at the same time? Kirk asks, can we take another mile?

Other Business –

Kenn – There has been a complaint about our meeting to OWEB. We need to follow-up and get a recommendation from an impartial party. What should we do to resolve it? Ron volunteers to listen to the complaint, gather information about it and report to the council with a recommendation.

Counties could get weed managements funds to address potential problems and solutions. Weed Management through RCD. Small Grant Team meeting is next week. Olson Brothers want to do a buffer zone riparian planting.

Adjournment – The next regular meeting is scheduled for 7 p.m. May 13 at the Monmouth Volunteer Hall.

LUCKIAMUTE WATERSHED COUNCIL MINUTES

June 10, 2010 Monmouth Volunteer Hall, Monmouth, Oregon

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

Minutes from May 13th, 2010 meeting (attached): Ron Nestlerode moved to adopt the minutes, Kirk Lewis seconded the motion. Vote - Motion PASSES with unanimous approval.

Volunteer time submitted.

GUEST SPEAKER

Wendy Hudson, Willamette Basin Program Representative at Oregon Watershed Enhancement Board (OWEB). She is involved with all the OWEB applicants in the Willamette Basin. She says she usually visits watershed councils when they are in trouble but this is not the case with the LWC. She is here to provide feedback on behalf of OWEB. Wendy distributed an OWEB Project History from 1999-present (see attachment). Compared to other watershed councils, the LWC is doing very well. The LWC is competitive and operates at a level higher than the bar OWEB sets. The LWC has received \$1.1 million for projects over the 10 years since inception and has progressively taken on more projects between council support grants. Compared to other area Model Watersheds, we are most similar to the Middle Fork Willamette with respect to funds received and year founded.

Wendy also discussed what the future for OWEB looks like in the near future. Since OWEB is funded by lottery revenue and not the general fund, they have not been hit as hard as other state agencies. She expects a support base of ~\$5 million to support 63 councils across the state, which is ~\$100K per council.

Wendy recommends the LWC be prepared for a challenge ahead with respect to the Model Watershed project. The Bonneville Environmental Foundation (BEF) and Meyer Memorial Trust (MMT) are typically more hands-on than OWEB is. BEF and MMT often have more requests through the project, whereas OWEB typically only holds the council accountable for the reporting requirement.

In her opinion, three qualities make a watershed council successful:

1. leadership
2. representation of watershed
3. supervision of the coordinator

BUSINESS

Treasurer's Report – Jenniffer Bakke (see attachments from Cascade Pacific RC&D and Mid Willamette Watershed Alliance). The council has \$6,729 in the Mid Willamette Watershed Alliance account and \$523 in Cascade Pacific discretionary match. Treasurer Jen

Bakke reports that with the RBA 2 project ramping up, funds will begin to be expended for that project. Also, a reminder that there has been recent shuffling of council support funds and that change is still pending OWEB approval.

Project Coordinator David Anderson reports that the RBA surveyors surveyed ~1.8 miles farther this year than in 2009 due to human error. Therefore, the most recent invoice from contractor is \$675 above expected amount. Suggestion was made to allow the excess to be billed but the Not-To-Exceed amount will stay the same and the payment schedule will be adjusted. Coordinator Nicole Duplaix will check the contract while the council pays the contracted amount. Topic tabled until July meeting.

Steering Committee Report – Nicole Duplaix (see attached Coordinator’s Report) Memorandum of Understanding (MOU) with Polk Soil & Water Conservation District (PSWCD) – MOU (see attached) has been completed and signed. Outreach Coordinator Christine Hurst and Project Coordinator David Anderson have the option to be employees of PSWCD and receive benefits or be contractors. PSWCD agreed to reduce their fiscal administration fee from 10% to 7%. The MOU needs to be updated to reflect the new fiscal administration fee.

A council member asked if there were any general comments on the last steering committee meeting. Answer is no, the steering committee met to review the agenda for the council meeting.

Retreat – Brief summary of what was discussed at retreat. Based on council member input and discussion during the retreat, Nicole made edits to the LWC charter (see attached – in red). Q: Are there more “parking lot” topics for charter? A: Suggestion was made to create an ad hoc group to discuss additional proposed changes before bringing them back to the group. Discussion about “personnel decisions” and what does that mean as there are many interpretations. Also, when is the steering committee obligated to seek council input before making personnel decisions. Suggestion was made to Council member Ron Nestlerode to attend a couple of steering committee meetings and if still desired, an ad hoc committee will be formed to develop a recommendation for how to word the charter. In the meantime, Council members Ron Nestlerode, Shawn Irvine, Hollis Fisheslon-Holstine, and Coordinator Nicole Duplaix will form an ad hoc charter committee, with Shawn volunteering to set up first meeting. Topic tabled for now.

Nicole distributed an LWC Program Coordinator hiring schedule (see attached).

New potential council member Joel Geier to represent Environment. Vote; unanimous approval. Welcome Joel.

Project Review Committee Report – Shawn Irvine

Approved letter to go out to landowners with last year’s RBA data. 84 landowners requested reports post survey season; they were mailed June 10th. Permission letters still need to go out. The website contains a document with a quick overview of the RBA (see attached).

Luckiamute State Natural Area – project has been approved but phasing and budget still in limbo. There will be four phases in seven years. The funders want security through outreach that all landowners involved are on board, so the Phase 1 (first 1 ½ years) will be outreach.

Action Plan was due end of May. The Model Watershed Proposal delayed completion of the Action Plan.

Model Watershed proposed projects - Project Coordinator David Anderson (also see attached)

Knotweed Removal project – the contractor is mapping knotweed occurrence and he thinks they'll have 3-4 miles of treatment area. Surprisingly, the knotweed begins farther downstream than expected. This is likely because of the cut banks and morphology of the stream; occurrence of knotweed increases as the floodplain stretches out.

Potential projects on Forest Capital Partners land – David met with Region Manager and FCP is on board for potential projects, one being Wolf Creek.

Education/Outreach Committee Report – Ron Nestlerode

The committee met to discuss three topics (see attachment): a tour of projects in Kings Valley on June 26, booth at Polk County Fair (shared with PSWCD) August 12-15, and a bike tour on August 27. New pods were made as a part of 'Art in the River' and two were placed at the Grund-Clampitt site.

Gail Oberst – (see attached Education/Outreach report). Gail reports that everything is progressing in King's Valley and she gives Hollis kudos for her work on the database.

Newsletter (see attached) – 300 were distributed. LWC paid for printing while the Friends of Ritner Bridge paid for postage. The newsletter has proven to be very successful and has brought in a lot of phone calls.

Outreach Coordinator Christine Hurst (see attached Outreach Report) – Christine updated the LWC Accomplishments Report as it had not been updated since 2008. She is working to shut down the old website and has been updating the new website.

Reports from the Benton and Polk Soil and Water Conservation Districts – no one present to report.

Other Business

The Luckiamute Watershed Council office will be moved to Maske Hall at WOU for at least 6 months. The move will occur on June 17th and the office will keep the same phone number.

Adjournment – The next regular meeting is scheduled for 7:00 on Thursday, July 8th at the Monmouth Volunteer Hall.

Absent	Present	Position	Board member	Term ends
	X	Agriculture	Kelly Gordon	2012
	X	At Large	Gail Oberst	2010
	X	City of Dallas	Kenn Carter, Vice Chair	2012
	X	City of Independence	Shawn Irvine	2010
		Commerce	Vacant	
		Education	Vacant	2011
	X	Environment	Tom Smith, Past Chair	
	X	Environment	Joel Geier	2012
	X	Industrial timber	Jenniffer Bakke, Treasurer	2012
		Industry	Vacant	
X		Recreation	Tammee Stump, Chair	2012
	X	Small farm & forest	Ed Miller	2012
	X	Small farm & forest	Kirk Lewis, Secretary	2012
X		SWCD - Benton	Teresa Matteson	2012
		SWCD - Polk	Vacant	2012
X		State / Federal	Jamie Parker	2010
X		Tribes	Rebecca McCoun	2010
	X	Watershed Resident	Ron Nestlerode	2010
	X	Watershed Resident	Hollis Fisheslon-Holstine	2012
		Water Resources	Vacant	
X		Water Resources	Douglass Fitting	2010
		Wildlife	Vacant	2012
Staff, guests:		Affiliation	E-mail	
Nicole Duplaix		LWC Coordinator	Nicole.Duplaix@oregonstate.edu	
David Anderson		LWC Program Coordinator	david@luckiamutelwc.org	
Suzanne Moellendorf			smoellendorf@gmail.com	

Staff, guests:	Affiliation	E-mail
Christine Hurst	LWC Outreach Coordinator	christine@luckiamutelwc.org
Wendy Hudson	Willamette Basin Program Rep @ OWEB	
Danny Jaffer	Candidate for County Commissioner	

LUCKIAMUTE WATERSHED COUNCIL MINUTES

May 13, 2010

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

7 p.m. – General Council Meeting, Volunteer Hall, Monmouth, Oregon

Call to Order and Introductions: Chair Tammee Stump called the meeting to order. Present were: Kenn Carter, Shawn Irvine, Nicole Duplaix, David Anderson, Kirk and Judi Lewis, Ron Nestlerode, Tom Smith, Ed Miller, Christine Hurst, Paula Grimps, Kelly Gordon, Rebecca McCoun, Suzanne Moellendorf, Jamie Parker, Douglass Fitting, Joel Geier, Dave Vesely.

ACTION: Tom moved and Kenn seconded a motion to approve minutes. APPROVED.

Volunteer time and attendance sheet passed around.

BUSINESS

Treasurer’s report – Nicole Duplaix

See handouts from OWEB, CPRCD. Insurance policy for next year is in place and needs approval, after we cancel our old policy.

Coordinator’s report – Nicole Duplaix – See handout.

LSNA proposal – See handout

Model Watershed – Several activities on tap including monitoring field trips in June.

June 2 retreat – To be facilitated by Deb Merchant, the retreat will include charter review, followed by dinner. Discussion about agenda, focus on charter, which will be sent in advance. Please comment. Ron and Douglass suggest the charter needs clarity about role of committees, and role of council. Discussion about self-evaluation and whether to include it June 2. Nicole will send a tentative agenda. Please RSVP.

New Council member, Ed Miller – Ed is a Falls City small forest land owner, a recent master woodlands manager graduate, and holds a WOSC natural science degree. He has been nominated to fill the small farm/forest slot. ACTION. Kirk moved, Kelly seconds placing Ed on the council. APPROVED.

Kelly proposes a new member, Joel Geier, who lives two miles from the LSNA. He is from Minnesota, works as a hydrologist, is interested in birds. Joel was on the advisory board to put LSNA proposal together. Vote on Geier will take place in June.

Other suggested members -- Bob Heriford, Wings of Wonder, and Frank Isaacs, eagle expert.

Project Review Committee – Shawn Irvine, David Anderson

Meyer Memorial Trust/OWEB/SIP -- Project update on Model Watershed area (Kings Valley-Pedee-Hoskins), part of funds set aside for Willamette improvements. We are suggesting a project that includes 30 landowners, an extension of a former knotweed project that now focuses on riparian planting, collaborating with Benton SWCD.

ACTION: Committee recommends council approval to go ahead with this project.

Discussion about costs, details of project, timeline, who will manage (possibly an RFP to

manage project). Questions about funding. Shawn moves, Ron seconds motion to accept proposal. APPROVED.

Other projects in the Model Watershed – Staff is looking into costs for three log placement projects, Maxfield Creek, Pedee Creek and West Fork Upper Luckiamute. This proposal will come to council in August, to submit to OWEB in October. Also, two failing culverts in Pedee Creek, need design, funding. Will send out an RFP and apply for technical assistance to pay for that design. Discussion about process.

. Project review committee needs voting members, a council member. Douglass?

NFWF award -- \$20,000 awarded to help with bridge pilings; ODFW grant goes to the Harris Creek/Hoskins project. Putting in two culverts that allow fish passage, tied to OWEB funding.

Education/Outreach – Ron Nestlerode, Gail Oberst

See reports, handouts.

LSNA Hike – Sept. 18. Network of Oregon Watershed Councils has awarded \$900 for tour. FC School riparian planting day.

Bike tour event on Aug. 22, separate from annual event.

Polk County Fair – Share with Polk SWCD?

Annual meeting – discussed moving it to another time, possibly December. Gail will check on dates.

Announcements – Dave Vesely is talks about Dept. of Horticulture and NRCS conservation innovation project on Willamette Valley Farms with Ed Peechy to reduce nitrogen use on farms, reduce greenhouse gas.

Kenn – Decision about LWC hiring employees through Polk SWCD. Discussion: Hiring, choices for contractors, obligations, reduced take-home pay. The benefits offered by SWCD could attract permanent staff. Question: Can a person be an employee of the SWCD and get additional benefits by being a contractor for the LWC? Specifically, there will be \$70,000 between two people, and benefit overhead is about 30 percent. Discussion about increasing or decreasing salary depending on workload. Question: What are the minimum hours of employment to earn benefits? ACTION: Kenn proposes to develop an agreement with Polk SWCD to administer the Model Watershed funds for one year, approximately \$70,000. APPROVED. The agreement will come to the council next month

Adjournment – The next regular meeting is scheduled for 7 p.m. June 10 at the Monmouth Volunteer Hall.

Model Watershed Councils and OWEB Funding, 1999-2010

Council	Year Founded	Number of Projects	Total Project Amount
Long Tom	1998	51	\$2,483,868
Marys	1998	48	\$2,381,925
Middle Fork Willamette	2000	37	\$2,062,401
North Santiam	1995	36	\$1,782,725
Luckiamute	2000	33	\$1,146,670
Calapooia	1999	27	\$3,422,142
South Santiam	1995	27	\$1,264,840

LUCKIAMUTTE WATERSHED COUNCIL OWEB Project History

Project Number	Project Type	Project Name	Award Date	Project Amount	Project Status
11-06-003	Restoration	South Fork Ash Creek Restoration	2005	\$9,873	Complete
11-06-023	Restoration	Grund-Clampit Stream Restoration	2005	\$5,725	Monitoring
11-08-001	Restoration	Creekside Farm Riparian Restoration	2007	\$3,909	Monitoring
11-08-002	Restoration	Plunket/Vincent Creek Log Placement	2007	\$6,411	Monitoring
11-08-020	Restoration	Falls City Riparian Restoration	2007	\$3,624	Open
201-740	Council Support	Luckiamutte WS Council Support	2002	\$382	Complete
203-039	Assessment	Luckiamutte WS Assessment	2002	\$74,882	Complete
204-032	Council Support	Rickreall/Luckiamutte/Glenn-Gibson WSC Support	2003	\$100,776	Complete
204-549	Education	Board Match to Dirks-Edmunds Bequest	2005	\$1,000	Complete
205-032	Restoration	Luckiamutte Helicopter Wood Placement	2004	\$90,761	Complete
206-032	Council Support	Glenn-Gibson Luckiamutte & Rickreall Council Support	2005	\$108,217	Complete
206-317	Restoration	South Fork Ash Cr Restoration	2006	\$20,240	Monitoring
207-029	Technical Assistance	Luckiamutte WS Steelhead Passage Barrier Survey & Action Plan	2006	\$12,989	Complete
207-089	Restoration	Upper Maxfield Cr Restoration	2006	\$132,715	Monitoring
208-058	Council Support	Luckiamutte Council Support	2007	\$104,000	Complete
208-3074	Restoration	Riner Creek Jam Removal	2008	\$15,141	Monitoring
208-3075	Technical Assistance	Luckiamutte Watershed Rapid Bio-Assessment	2008	\$49,598	Complete
209-3005	Technical Assistance	U Luckiamutte WS LO Recruitment and Stream Restoration Design	2008	\$48,990	Open
209-3073	Technical Assistance	Luckiamutte Watershed Action Plan	2009	\$49,304	Open
209-3081	Monitoring	Luckiamutte Watershed Rapid Bio-Assessment - Phase II	2009	\$109,914	Open
209-3083	Restoration	Luckiamutte Passage Barrier Replacement - Phase I	2009	\$98,471	Open
210-058	Council Support	Luckiamutte Council Support	2009	\$99,750	Open
211-3008	Restoration	Harris Creek Culvert Replacements		\$0	Pending
211-3012	Restoration	Upper Luckiamutte Bridge Pilings Removal		\$0	Pending
				\$1,146,670	

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

Report for May 2010	Budget	July 1, 2009- June 30, 2011	% Received or Expended	Balance
INCOME				
OWEB	\$ 99,750.00	\$50,001.25	50%	\$ 49,748.75
Total Income	\$ 99,750.00	\$ 50,001.25	50%	\$ 49,748.75
EXPENSES				
Coordinator Services				
Coordinator Services	\$ 59,489.50	\$ 26,489.35	45%	\$ 33,000.15
Project Management	\$ 13,215.50	\$ 3,493.22	26%	\$ 9,722.28
Contracted Services	\$ 13,796.00	\$ 3,800.00	28%	\$ 9,996.00
Total Coordinator Services	\$ 86,501.00	\$ 33,782.57	39%	\$ 52,718.43
Fiscal Administration	\$ 9,067.00	\$ 3,648.25	40%	\$ 5,418.75
Operations *	\$ 2,182.00	\$ 2,699.89	124%	\$ (517.89)
Risk Management	\$ 2,000.00	\$ -	0%	\$ 2,000.00
Total Expenses	\$ 99,750.00	\$ 40,130.71	40%	\$ 59,619.29
Net Income	\$ -	\$ 9,870.54		

* Budget Change is Pending OWEB Approval

**Luckiamute Watershed Council
Discretionary Local Match**

Report for May 2010	Budget	July 1, 2009- June 30, 2011	% Received or Expended	Balance
INCOME				
Donations	\$ -	\$ -	0%	\$ -
Misc Income (tree sales, etc)	\$ -	\$ -	0%	\$ -
Total Income	\$ -	\$ -	0%	\$ -
EXPENSES				
Contracted Services	\$ -	\$ -	0%	\$ -
Operations	\$ -	\$ -	0%	\$ -
Total Expenses	\$ -	\$ -	0%	\$ -
Net Income	\$ -	\$ -		
Beginning Balance	\$ 523.19			
Ending Balance	\$ 523.19	\$ -		

**Luckiamute Watershed Council
Projects Local Match**

Report for May 2010	Budget	July 1, 2009- June 30, 2011	% Received or Expended	Balance
INCOME				
Mid Willamette WS Alliance	\$ 5,657.44	\$ 5,157.44	91%	\$ 500.00
Polk SWCD Support	\$ 1,975.75	\$ 1,975.75	100%	\$ -
Total Income	\$ 7,633.19	\$ 7,133.19	93%	\$ 500.00
EXPENSES				
Project Management	\$ 2,655.91	\$ 2,655.91	100%	\$ -
Contracted Services	\$ 4,977.28	\$ -	0%	\$ 4,977.28
Supplies/Materials	\$ -	\$ -	0%	\$ -
Travel & Mileage	\$ -	\$ 266.36	0%	\$ (266.36)
Total Expenses	\$ 7,633.19	\$ 2,922.27	38%	\$ 4,710.92
Net Income	\$ -	\$ 4,210.92		
Beginning Balance	\$ -	\$ -		
Ending Balance	\$ -	\$ 4,210.92		

Note: All funds are committed in current contracts

**Luckiamute Watershed Council
Lamprey Funds**

Report for May 2010	Budget	July 1, 2007 - June 30, 2010	% 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	\$ 1,270.00	100%	\$ -
Total Expenses	\$ 1,270.00	\$ 1,270.00	100%	\$ -
Net Income	\$ -	\$ -		
Beginning Balance	\$ -	\$ -		
Ending Balance	\$ -	\$ -		

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

Closed September 09	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 May 2010	Project Budget	Oct 9, 2008- March 31, 2011	% Received or Expended	Balance
INCOME				
OWEB	\$ 48,990.00	\$ 42,225.86	86%	\$ 6,764.14
Total Income	\$ 48,990.00	\$ 42,225.86	86%	\$ 6,764.14
EXPENSES				
Project Management	\$ 2,340.00	\$ 1,263.60	54%	\$ 1,076.40
Contracted Services	\$ 40,400.00	\$ 33,395.18	83%	\$ 7,004.82
Fiscal Administration	\$ 4,454.00	\$ 3,559.33	80%	\$ 894.67
Supplies & Materials	\$ 246.00	\$ 196.44	80%	\$ 49.56
Travel	\$ 570.00	\$ 369.00	65%	\$ 201.00
Production	\$ 980.00	\$ 369.00	38%	\$ 611.00
Total Expenses	\$ 48,990.00	\$ 39,152.55	80%	\$ 9,837.45
Net Income	\$ -	\$ 3,073.31		

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

Report for May 2010	Project Budget	April 28, 2009- May 31, 2011	% Received or Expended	Balance
INCOME				
OWEB	\$ 49,304.00	\$ 44,373.00	90%	\$ 4,931.00
Total Income	\$ 49,304.00	\$ 44,373.00	90%	\$ 4,931.00
EXPENSES				
Project Management	\$ 5,000.00	\$ 1,250.00	25%	\$ 3,750.00
Contracted Services	\$ 38,820.00	\$ 19,946.38	51%	\$ 18,873.62
Fiscal Administration	\$ 4,482.00	\$ 2,119.64	47%	\$ 2,362.36
Travel	\$ 702.00	\$ -	0%	\$ 702.00
Production	\$ 300.00	\$ -	0%	\$ 300.00
Total Expenses	\$ 49,304.00	\$ 23,316.02	47%	\$ 25,987.98
Net Income	\$ -	\$ 21,056.98		

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

Report for May 2010	Project Budget	April 23, 2009- Sept 30, 2012	% Received or Expended	Balance
INCOME				
OWEB	\$ 109,914.00	\$ 33,813.50	31%	\$ 76,100.50
Total Income	\$ 109,914.00	\$ 33,813.50	31%	\$ 76,100.50
EXPENSES				
Project Management	\$ 6,000.00	\$ 3,824.91	64%	\$ 2,175.09
Contracted Services	\$ 92,126.00	\$ 24,815.00	27%	\$ 67,311.00
Fiscal Administration	\$ 9,992.00	\$ 2,869.31	29%	\$ 7,122.69
Supplies & Materials	\$ 645.00	\$ 53.18	8%	\$ 591.82
Travel	\$ 351.00	\$ -	0%	\$ 351.00
Production	\$ 800.00	\$ -	0%	\$ 800.00
Total Expenses	\$ 109,914.00	\$ 31,562.40	29%	\$ 78,351.60
Net Income	\$ -	\$ 2,251.10		

Luckiamute Watershed Council
 Passage Barrier Replacement
 OWEB 209-3083

Report for May 2010	Project Budget	April 8, 2009- Nov 30, 2010	% Received or Expended	Balance
INCOME				
OWEB	\$ 98,471.00	\$ 55,978.77	57%	\$ 42,492.23
Total Income	\$ 98,471.00	\$ 55,978.77	57%	\$ 42,492.23
EXPENSES				
Pre-Implementation	\$ 5,000.00	\$ -	0%	\$ 5,000.00
Project Management	\$ 4,600.00	\$ 4,600.00	100%	\$ -
Contracted Services	\$ 52,624.00	\$ 28,982.42	55%	\$ 23,641.58
Fiscal Administration	\$ 8,842.00	\$ 5,188.17	59%	\$ 3,653.83
Supplies & Materials	\$ 25,913.00	\$ 17,858.53	69%	\$ 8,054.47
Travel	\$ 292.00	\$ 440.75	151%	\$ (148.75)
Post-Implementation Rpts	\$ 1,200.00	\$ -	0%	\$ 1,200.00
Total Expenses	\$ 98,471.00	\$ 57,069.87	58%	\$ 41,401.13
Net Income	\$ -	\$ (1,091.10)		

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

Report for May 2010	Project Budget	April 1, 2009 - March 31, 2010	% Received or Expended	Balance
INCOME				
MMT	\$ 35,398.00	\$ 35,398.00	100%	\$ -
Total Income	\$ 35,398.00	\$ 35,398.00	100%	\$ -
EXPENSES				
Coordination	\$ 5,000.00	\$ 5,900.00	118%	\$ (900.00)
Project Management	\$ 8,800.00	\$ 7,400.00	84%	\$ 1,400.00
Contracted Services	\$ 12,575.06	\$ 13,230.00	105%	\$ (654.94)
Fiscal Sponsorship	\$ 3,218.00	\$ 2,915.73	91%	\$ 302.27
Equipment & Software	\$ 3,704.94	\$ 500.00	13%	\$ 3,204.94
Supplies and Materials	\$ 1,100.00	\$ 635.23	58%	\$ 464.77
Travel & Workshops	\$ 1,000.00	\$ 1,492.05	149%	\$ (492.05)
Total Expenses	\$ 35,398.00	\$ 32,073.01	91%	\$ 3,324.99
Net Income	\$ -	\$ 3,324.99		

**Luckiamute Watershed Council
Meyer Memorial Trust
#9091040 Model Watershed Planning**

Report for May 2010	Project Budget	Oct 1, 2009 - March 31, 2010	% Received or Expended	Balance
INCOME				
MMT	\$ 6,000.00	\$ 6,000.00	100%	\$ -
Total Income	\$ 6,000.00	\$ 6,000.00	100%	\$ -
EXPENSES				
Contracted Services	\$ 5,500.00	\$ 5,500.00	100%	\$ -
Supplies & Materials	\$ 250.00	\$ 250.00	100%	\$ -
Travel	\$ 250.00	\$ 250.00	100%	\$ -
Total Expenses	\$ 6,000.00	\$ 6,000.00	100%	\$ -
Net Income	\$ -	\$ -		

Mid Willamette Watershed Alliance
LUCKIAMUTE COUNCIL

	May activity thru June 9.	Discretionary				Fund Raising				RBA		TOTAL
		Frozen Food	Lamprey	Operations- Mat'l & Sup'ls.	Total	Annual Event	Outreach	Write Watershed	Total	(Projects)	Total	
Income												
Contributed support	6/7 WS Network -Tour \$475.. Outreach	6,000.00	0.00	11,611.68	17,611.68	1,894.00	2,800.00	4,431.71	9,125.71	7,620.00	7,620.00	34,357.39
Direct Public Grants		0.00	7,500.00	0.00	7,500.00	50.00	0.00	0.00	50.00	0.00	0.00	7,550.00
Direct Public Support		0.00	0.00	1,398.20	1,398.20	0.00	0.00	0.00	0.00	0.00	0.00	1,398.20
Total Income		6,000.00	7,500.00	13,009.88	26,509.88	1,944.00	2,800.00	4,431.71	9,175.71	7,620.00	7,620.00	43,305.59
Expense												
Business expenses		0.00	4,053.35	1,624.78	5,678.13	300.00	0.00	0.00	300.00	0.00	0.00	5,978.13
Contract Services		0.00	0.00	300.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
Fundraising		0.00	0.00	0.00	0.00	620.71	0.00	0.00	620.71	0.00	0.00	620.71
Misc expenses		0.00	0.00	3,804.14	3,804.14	0.00	8,320.00	0.00	8,320.00	2,620.00	2,620.00	14,744.14
Non-personnel expenses	(5/20-# 457-\$249.99 D. Anderson-Disc.Supp.) (6/4-#459-\$433.78 N. Duplaix-Disc.) (6/7- #460-\$699.52- M. Harden-Desc.)	4,815.16	0.00	9,251.79	14,066.95	250.00	0.00	2,600.00	2,850.00	0.00	0.00	16,916.95
Operations		0.00	-2,783.35	799.50	-1,983.85	0.00	0.00	0.00	0.00	0.00	0.00	-1,983.85
Total Expense		4,815.16	1,270.00	15,780.21	21,865.37	1,170.71	8,320.00	2,600.00	12,090.71	2,620.00	2,620.00	36,576.08
Net Income		1,184.84	6,230.00	-2,770.33	4,644.51	773.29	-5,520.00	1,831.71	-2,915.00	5,000.00	5,000.00	6,729.51

Prepared by James Castle, Alliance, Treasurer

LWC Coordinator Report from May 14 – June 10, 2010

Activities:

The activities of the month of May-June were highlighted by LSNA Restoration Planning proposal discussions with OWEB and MMT and the planning meetings of BET/MMT Model Watershed implementation. Training of new Interim Program Coordinator David Anderson continues.

Meetings:

May 14: Tour of Knotweed project sites in Hoskins and Harris Creek with David, Christine and Gail

May 18: Staff meeting

May 19: Meeting with Jennifer Held, Cascade Pacific, to go over OWEB budgets

May 20: Meeting with Todd Reeve, BEF, to review MW plans. David and Christine attended.

May 21: Meeting with Pam Wiley and John Runyon at MMT in Portland to review LSNA OWEB SIP proposal and budgets.

May 24: Meeting with Treasurer Jenniffer Bakke

May 25: Attend Polk SWCD Board meeting to present MOU Model Watershed Proposal

May 26: Steering Committee meeting

June 2: Meeting at Polk SWCD to discuss Water Monitoring issues with the USDA, Benton Co., Marys River WC, Benton SWCD

June 2: LWC Council Retreat

June 3: Tour of Knotweed Proposed Project with Kendra Smith, Director of Model Watershed Program with David, Christine and Gail.

June 4: Place pods in creek at the Grund-Clampit property to complete the 2010 Art in the River project with WOU students and Prof. Mary Harden.

June 4: Meet with Kenn Carter in Dallas.

June 7: Meet with Tucker Selko, undergraduate student, at OSU to discuss the role and projects of the LWC

June 7: Steering Committee meeting to discuss agenda of the next Council meeting.

June 8: Meet with John Runyon in Portland to finalize LSNA OWEB SIP project proposal and budget.

June 9: Polk Natural Resources Discussion Group meeting

June 9: Polk SWCD Finance Committee Board meeting to finalize terms of MOU with LWC for the Model Watershed project.

June 10: LWC Staff planning meeting

June 10: Council meeting

This chronological report lists meetings but does not detail telephone conversations and email messages with OWEB staff, LWC Board members, MMT, BEF & contractors, partners, volunteers, foundations, and others -- consuming an additional ~ about 80 hours this month.

Submitted by Dr. Nicole Duplax, Luckiamute Watershed Coordinator
6/9/10

**MEMORANDUM OF UNDERSTANDING AND AGREEMENT
BETWEEN
THE POLK SOIL & WATER CONSERVATION DISTRICT
AND
THE LUCKIAMUTE WATERSHED COUNCIL**

Related to the **WATERSHED COUNCIL SUPPORT** Project for the Luckiamute Watershed Council (Model Watershed Program).

This MEMORANDUM OF UNDERSTANDING AND AGREEMENT is entered into on this day, June 1, 2010, between the Polk Soil & Water Conservation District (hereinafter referred to as the DISTRICT) and the Luckiamute Watershed Council (hereinafter referred as the COUNCIL).

1. The **DISTRICT** will provide the following: Act as fiscal agent for the COUNCIL's Model Watershed Program and will hold, account for, and will expend the funds according to the grantor's guidelines only with written approval from the COUNCIL. The DISTRICT will retain the administrative fee as budgeted for in the grant. The DISTRICT will submit a quarterly accounting of expenditures to the COUNCIL according to the budgeted items in the Meyer Memorial Trust contract, not to exceed the total grant amount of **\$100,000**: \$58,000.00 in Salary and Benefits, \$10,000.00 administration fee, and \$32,000 set aside for Operations costs.

The DISTRICT will act as employer of record for EMPLOYEES of the COUNCIL. At this time there will be two EMPLOYEES – one part-time (FTE 0.5 plus one hour) Program Coordinator and one part-time (FTE 0.5 plus one hour) Outreach Coordinator. The DISTRICT is required to comply with all State and Federal Regulations. As employer of record, the District will direct EMPLOYEES on matters of employment, salary, office procedures, hours of work, and other personnel issues. The DISTRICT Manager will share the immediate supervisory duties of the EMPLOYEES with the COUNCIL's Watershed Coordinator. The DISTRICT will serve as a member of the COUNCIL's Management Committee where Personnel matters are discussed. The DISTRICT will provide basic office training and guidance to the EMPLOYEES as staff time allows. The DISTRICT will provide clerical services for the above-mentioned activities not to exceed the administration fee in the grant.

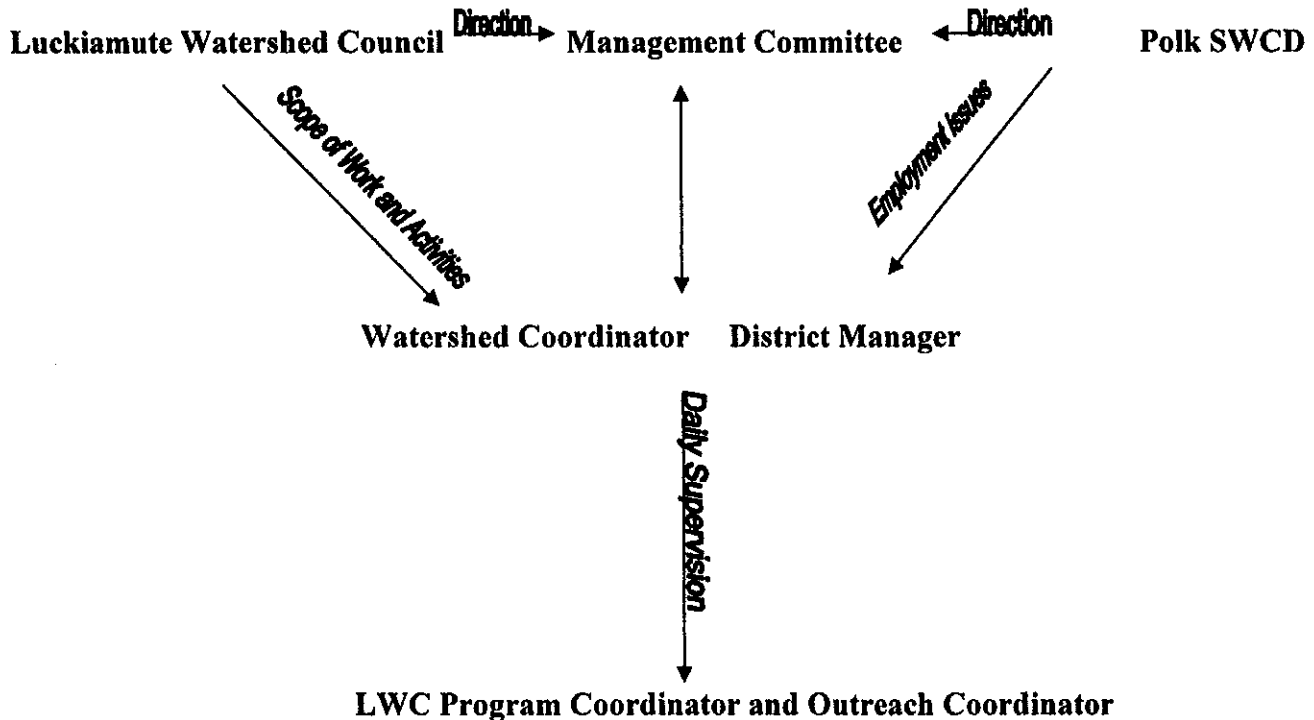
2. The **COUNCIL** will provide the following: Agrees to develop the EMPLOYEE Scope of Work (SOW), contracts, program goals and project priorities. The COUNCIL is the primary contact regarding the EMPLOYEE SOW and Activities. The Watershed Coordinator's responsibilities are as described in the charter of the Luckiamute Watershed Council, as are the job descriptions for the EMPLOYEES. The COUNCIL's Management Committee will assign additional supporting services. The COUNCIL will direct the EMPLOYEES on all work assignments, priorities, and required deliverables. The LWC Chair (or appointee), Watershed Coordinator, District Manager, will serve as members on the Management Committee which will meet on an as-needed basis. The Management Committee will evaluate the results of EMPLOYEES job performances annually, recommend training or assistance, review disciplinary action, and other issues relating to EMPLOYEES positions. The COUNCIL will advise EMPLOYEES that they will maintain professional conduct, attitude, and communication, regardless of personal opinions and preferences. All public announcements, through the press or otherwise, will only express the consensus of the members of the COUNCIL.

The COUNCIL will provide an office, desk, access to a telephone, fax machine, photocopier, printers, the Internet, and basic office supplies. The COUNCIL will submit receipts for expenses to the DISTRICT with written request for payment. EMPLOYEE monthly time sheets and mileage sheets must conform to the DISTRICT's guidelines. EMPLOYEES must check in monthly with the DISTRICT Manager regarding their schedules.

The COUNCIL will meet all the Funding Conditions listed in the Luckiamute Watershed Council Model Watershed Support Grant Agreement with the Meyer Memorial Trust.

The COUNCIL is required to carry liability insurance with the COUNCIL listed as the primary insurance holder with the DISTRICT listed as additionally insured under the COUNCIL policy.

3. **TERM:** The agreement will be deemed effective upon its execution.
4. **TERMINATION:** This agreement will remain in effect until May 30, 2011 and may be mutually extended by agreement of all parties dependent upon available funding from various grants and projects undertaken by the COUNCIL. This agreement may be terminated by either party, with or without cause, by giving thirty (30) days' written notice.
5. **INDEMNIFICATION:** The DISTRICT and the COUNCIL each shall be responsible, to the extent required by the Oregon Tort Claims Act (ORS. 30.260-30.300) only for the acts, omissions, or negligence of its own officers, employees, or agents.
6. **DIRECTION OF COMMAND FLOW CHART:**



All programs and services of the, POLK SOIL & WATER CONSERVATION DISTRICT and LUCKIAMUTE WATERSHED COUNCIL are offered on a non-discriminating basis without regard to races, color, national origin, religion, age, disability, political beliefs, sexual orientation, and marital or family status.

Tammie Stunt
Luckiamute Watershed Council

Chair
Position

6-1-10
Date

[Signature]
Polk Soil and Water Conservation District

[Signature]
Position

6-7-10
Date

Luckiamute Watershed Council Charter

Adopted by LWC Board, October 2000; Approved by Polk County Commissioners, January 2001;
Revised by LWC Board, June 2, 1010

I. Introduction

Geographic Area:

The Luckiamute Watershed Council's geographic area includes the Luckiamute River and Ash Creek watersheds, plus the drainage areas of American Bottom and Duck Slough.

Authorization:

The watersheds councils of Oregon were created as part of the Oregon Plan (ORS 541.405). The mission of the Oregon Plan is to restore the watersheds of Oregon and to recover the fish and wildlife populations of those watersheds to productive and sustainable levels in a manner that provides substantial ecological, cultural and economic benefits. The Luckiamute Watershed Council (LWC) is established under the provisions of House Bill 3441 (1999) and as described in Oregon Revised Statute, ORS 541.388. The Luckiamute Council was recognized by the Polk County Commissioners, January 16, 2001.

Council Goal:

The goal of the Luckiamute Watershed Council is to promote broad and informed public participation in the ecologically and economically sound sustainability and improvement of natural resources and environmental quality in the Luckiamute watershed.

Council Mission:

The LWC strives for a sustainable ecosystem that supports a healthy watershed and one that provides a strong socio-economic base for communities in the watershed. It supports better stewardship of natural resources and an improved understanding of the biodiversity within the watershed. The LWC was formed to share information, help address watershed management issues, and provide a framework for coordination and cooperation among watershed interests.

Council Objectives:

- Assess watershed condition through observation and monitoring projects, including water quality
- Identify opportunities and recommend priorities for maintenance and improvement of the watershed
- Promote public understanding and facilitate impartial and broad-based discussion of issues
- Promote learning about the watershed
- Promote stewardship by individual landowners and assist them with projects
- Promote collaboration among organizations and agencies to conduct restoration projects
- Maintain a membership that represents a broad spectrum of the natural resource interests within the watershed
- Consider the interrelationships among social, economic, and biological systems within the watershed

II. Relationship to Decision-making Bodies and Other Watershed Interests

The Luckiamute Watershed Council (LWC) is a non-regulatory, non-governmental group consisting of a balance of watershed interests. As such, it seeks information, makes recommendations, and provides advice concerning the natural resources of the watershed and its restoration.

The organizations and interests represented on the Council are not obligated to adopt or carry out the recommendations proposed by the LWC, but are encouraged to give due consideration to all advice. These organizations and interests should report back to the Council on any actions taken in response to the Council's recommendations. The Council welcomes and will respond to requests for advice on actions affecting the watershed.

Council members will inform their organizations about the works of the Council and will bring their organization's recommendations to the Council.

III. Council Structure

The Luckiamute Watershed Council Board is the decision-making body of the Luckiamute Watershed Council. It will meet on the second Thursday of each month.

Officers of the LWC Board are elected annually from the Council membership by a majority of those attending the notified election meeting. Officers include: Chair, Past Chair, Vice-chair, Treasurer, and Secretary. The duties of the officers are described in Appendix C. Following the one-year term, the Council shall re-elect officers for another term and/or select new officers.

The LWC may form committees and task groups that may include persons not on the Council. All committees and task groups will be created by the Council, and will report back all findings to the Council. The Council, committees, or task group may co-opt technical advisors to use as needed. Standing Committees include Steering Committee, Education and Outreach Committee, Projects Review Committee and Council Support Committee. Responsibilities of these committees are found in Appendix D. Additional Ad Hoc committees may be formed at any time at the request of either the Council or the LWC participants.

IV. Council Membership

There will be two levels of LWC members:

- Council Board members
- Any interested person known as a *participating stakeholder*.

Council Board membership is open to any stakeholder who lives or works in Polk or Benton counties. There shall be a minimum of seven Council Board members and no maximum number as long as the diversity of watershed interests is maintained. The Council Board may include non-voting members serving as Technical Advisors.

Each Board Council member will strive to maintain continuity and a balance of interest by selecting replacement members from their interest group. The LWC Board will request the interest group to nominate a replacement representative to the Council Board. If the interest group is unable or unwilling to do so, the Board will seek representation. The Operating Guidelines are attached as Appendix A.

LWC members may be nominated and elected to the LWC Board at any time of the year. Any participant who wishes to hold a Council position is eligible and shall notify the LWC of their interest. An announcement/notification will be sent with the meeting agenda of intent to appoint a member to the Council, and a vote on the appointment will be taken at the following regular meeting. LWC members serve 3-year terms, beginning in January. Terms shall be staggered so that 1/3 of the positions will be up for election each year. The list of council positions is provided in Appendix B.

The *participating stakeholder* membership category is open to anyone with an interest in the watersheds and the LWC and will be unlimited in number. The LWC will maintain a mailing list of

participating stakeholders who will receive advance notice of Council meetings and agendas. Participating stakeholders will not have voting rights.

V. Duties of the Council

The Council and Board members of the LWC shall establish the Council policies and review and change them as necessary, supervise any Council staff and/or Contractors, authorize expenditures, oversee its financial affairs, and ensure the proper management and use of its assets.

The Council Board members must ensure that the Board and its contractors properly employ the necessary corporate formalities to make its decisions, that it prepares and submits all required state and federal reports, and that it operates in compliance with applicable state and federal laws.

VI. Voting:

Business is conducted by those Board members present at the regularly scheduled monthly meetings. Action may be taken only on the items listed in the agenda. Decisions are reached by consensus minus one.

For items and motions that require a LWC vote between scheduled meetings, an alternative voting protocol shall be available. Every LWC Board member shall provide two contact methods for communication (i.e., email and telephone). Each LWC Board member will be contacted regarding the item and be requested to respond by a given deadline that provides a minimum of two business days to respond. Voting results shall be consensus minus one of timely responders. Action taken in this manner will be recorded in the minutes at the next Council meeting.

VII. Council Member Participation:

Each LWC Board member will strive to attend all meetings. If he/she cannot attend, the alternate shall be notified by the LWC Board member. Board members, or the group they represent, may designate a representative of their group to serve as an alternate. Designated alternates will be listed on the LWC Board roster. Absent LWC Board members can give written comment or ask another member to express his/her interest, but cannot vote by proxy.

LWC Board members shall notify the Council if they plan to vacate their position. The LWC Board may vacate the position of any Council member who misses 4 of 12 meetings in one year, January through December.

A Board member may be expelled or suspended with or without cause by a Council vote. The Board shall notify the Board member of the action in writing at least 14 days before the meeting prior to the action to allow the Board member to respond in writing or person if necessary.

VIII. Council Positions

The LWC Council shall make every effort to ensure that Council membership represents the diversity of geographic areas and interest groups in the watershed. (See Appendix B) .

IX. Council Interaction

Members will treat each other with respect, will not monopolize meeting time, and will listen to and try to understand each other's viewpoints. Members will speak when the Chair recognizes them, and the Chair will recognize members wishing to speak.

Members will search for opportunities to develop group solutions and resolve conflicts.

X. Conflict of Interest

The Oregon Government Standards and Practices Commission defines both “potential” and “actual” conflicts of interest. A *potential* conflict occurs when an individual, such as a Watershed Council member or a Contractor takes an official action that *could* affect the financial interest of said individual or his/her relatives or businesses with which he/she is associated. An *actual* conflict of interest involves an action that *would* affect the financial interest of said individual or his/her relatives or businesses with which he/she is associated. (see detailed LWC Conflict of Interest Policy)

A Council member, LWC Board member and/or Contractor shall publicly declare to the Council a potential or actual conflict of interest and publicly abstain from discussion or voting. The Board will decide whether or not there is a conflict of interest before a vote can be taken.

XI. Amendments:

An LWC member may propose amendments to the LWC Charter at any time. The Council shall vote on the proposed amendments and, if passed, notify all members of the new Charter amendment/s. The Council shall review the Charter annually.

Charter Revision Approved: _____, 2010

_____, **Council Chair**

_____, **Council Vice-Chair**

Appendix A: OPERATING GUIDELINES

I. Official Office Location

- Address: Western Oregon University, 345 N. Monmouth Avenue, Monmouth, OR 97361.
- Telephone: 503-838-8804
- E-mail: info@www.luckiamutelwc.org
- Website: <http://www.luckiamutelwc.org>
- Minutes and Official Records: On file at the above location. LWC membership lists are also available at this location and by e-mail. Minutes and publications are also posted on the website.

II. Fiscal Policies:

- Budget Period: The Luckiamute Watershed Council (LWC) follows the State of Oregon's fiscal year, July 1 to June 30. An annual budget will be prepared by the LWC Treasurer and the Steering Committee for ratification by the Council by July 1st of each year.
- Funds Management: LWC funds are managed by Cascade Pacific Resource Conservation and Development Area as the fiscal agent and discretionary funds by the Mid-Willamette Watershed Coalition. Funds are derived from grants from the Oregon Watershed Enhancement Board grants, Soil and Water Conservation Districts, Cities, Foundations, donations and fund raising drives.
- Financial reports: The Treasurer will provide a monthly financial report to the Council. An annual financial report will be presented at the close of the fiscal year.
- Authorization for fund expenditures: Personal services to the Council are provided by contractors **and/or** by employees. Monthly payments require an invoice for services and a monthly report outlining activities. Invoices will be signed by the Chair, Vice Chair, Past Chair or Treasurer. Project expenditures require receipts. The Coordinator may initiate reimbursements up to \$600. Expenditures above that amount require **the authorization of a member of the Steering Committee**. Restoration project invoices shall be approved by a designated project contract officer.
- Audit: An Audit Committee will be established by the Council Chair under the leadership of the Treasurer for the purpose of reviewing and making recommendations for Council approval at the close of the fiscal year.
- Contract Officer(s): The LWC Chair or another designated LWC officer shall act as the liaison between the Council and the contractor(s) **or employees** for personnel related issues and to monitor accomplishments as described in the LWC Charter and Annual Work Plan.

Appendix B: PERSONNEL POLICIES

Staff: The LWC is currently staffed by a Watershed Coordinator, a **Program Coordinator, and Outreach Coordinator**. These positions are filled under **individual contracts or employee contracts**.

A. Coordinator - Responsibilities under the direction of the LWC Steering Committee:

- Plan and facilitate Council sponsored meetings, workshops, and other public events. Assist the Council and its committees in setting priorities, developing biennial work plans and an action plan, and implementing strategies. Prepare agendas and correspondence for Council activities and meetings.
- Develop, with input from LWC officers, and implement the biennial work plan, including public education, monitoring, and volunteer coordination.
- Develop with Outreach Specialist and assist with the implementation of a public information and education program to increase public awareness and knowledge about watershed issues.

- Research, write and manage grant proposals for council support, education/outreach and monitoring projects. Coordinate local fundraising campaigns.
- Serve as primary contact for LWC and hold regular communication with local community leaders and staff.
- Sustain and develop partnerships with local community groups, schools and other regional organizations and watershed councils. Participate in NOWC, Willamette Watershed Coordinators and Habitat Roundtables as available.
- Manage council support, monitor grants, prepare fund disbursement requests and track expenditures in cooperation with Cascade Pacific RC&D and OWEB. Prepare fund disbursement requests and track expenditures in cooperation with Cascade Pacific RC&D and OWEB.
- Manage contracts in accordance with and in cooperation with Cascade Pacific RC&D and Polk SWCD.
- Provide direct coordination of project staff, interns and contractors. Recruit and manage volunteers assisting with watershed council activities and projects.
- Staff Council committees.
- Prepare and submit written and oral reports on watershed activities to the Council, Soil & Water Conservation Districts, OWEB, County Boards of Commissioners, Cities, Chambers of Commerce and other funding sources as required.
- Maintain up-to-date Council and Committee meetings files and other publications and reports in the LWC office.

B. Program Coordinator – Responsibilities under the direction of the Project Review Committee

- Develop and manage restoration, technical assistance and acquisition projects under the direction of the Project Review Committee (PRC)
- Initiate project concept:
 - Understand and present landowners wants, needs, and objectives
 - Site visits
 - PRC consideration
 - Board consideration
- Develop project concept (using outside resources as needed)
- Develop project design
- Obtain funding
- Obtain permits
- Arrange contracts
- Implement project
- Monitor project(s)
- Maintain all project files in the LWC office to include: grant proposals, grant agreements, contractor SOW and contract, grant financial records, progress reports, permits, maps, photos, final report and other pertinent documents.

C. Outreach Coordinator – Responsibilities under the direction of the Education and Outreach Committee:

- Inform the local community about the presence of the LWC and engage individuals and organizations in LWC activities by building trust and robust working relationships
- Coordinate implementation of a public outreach work plan including annual events
- Develop public outreach materials to communicate LWC activities
- Recruit and manage volunteers for LWC projects

- Encourage more citizens to participate in the decision making, planning and implementation processes of the LWC
- Assist with identifying priority properties and encouraging landowners to participate in LWC restoration and conservation projects

Appendix C: COUNCIL MEMBERSHIP

The LWC Council membership shall include the following positions:

- | | |
|------------------------------------|-------------|
| • At Large | 2 positions |
| • Agriculture | 2 positions |
| • City | 2 positions |
| • Commerce | 1 position |
| • Water Control, Resources, Supply | 3 positions |
| • Education | 2 positions |
| • Environment | 2 positions |
| • Federal or State | 1 position |
| • Industrial Timberlands | 1 position |
| • Industry | 1 position |
| • Recreation | 1 position |
| • Small Farms & Forest | 2 positions |
| • Watershed Resident | 4 positions |
| • Wildlife | 1 position |
| • Polk SWCD | 1 position |
| • Benton SWCD | 1 position |
| • Tribes | 1 position |

Appendix D: OFFICER ROLES AND RESPONSIBILITIES

The Officers of the Luckiamute Watershed Council (LWC) shall be Chair, Vice-Chair, Treasurer, and Secretary. Officers serve the Council to provide leadership, fiscal oversight, signatures, and record official decisions made by the LWC. All Officers serve as members of the Council. The officers shall have no additional roles or decision-making authority other than outlined below. All officers are expected to support LWC goals and objectives to fulfill officer responsibilities.

Chair or their designee is authorized to:

- Preside at the monthly meetings;
- Participate in preparing the monthly meeting agenda;
- Orient new Council members;
- Appoint Ad-Hoc committee chairs;
- Review and sign approved resolutions and policies;
- Sign contracts and proposals approved by the LWC on behalf of the LWC;
- Authorize payment for work approved by the LWC and consistent with its charter;
- Represent the LWC in meetings with top officers of organizational partners;
- Participate on the Steering Committee; and
- Any other duties as may be prescribed by the LWC.

Past Chair is authorized to:

- Mentor the new Chair and officers
- Perform duties assigned by the Chair
- Participate in Steering, Council and Committee meetings

Vice-Chair is authorized to:

- Act in place of the Chair when needed;
- Participate in preparing the monthly meeting agenda;
- Advise the Chair on programs and policies;
- Arrange special programs for regular Council meetings;
- Review and co-sign approved resolutions and policies;
- Participate on the Steering Committee; and
- Any other duties as may be prescribed by the LWC.

Treasurer shall perform, or cause to be performed:

- Review and ensure accuracy of LWC financial records provided by fiscal agent(s);
- Keep a full and accurate account of all LWC financial records;
- Present monthly financial reports to the Council;
- Participate on the Steering Committee; and
- Any other duties as may be prescribed by the LWC.

Secretary shall perform, or cause to be performed:

- Oversee recording of formal decisions and minutes of all LWC meetings for distribution in a timely manner;
- Maintain a policy manual and updates of the LWC Charter and Appendices;
- Participate on the Steering Committee;
- Be responsible for records retention, official files, and the Participant List; and
- Any other duties as may be prescribed by the LWC.
-

Appendix E: STANDING COMMITTEES AND RESPONSIBILITIES

The LWC Board recognizes two categories of Committees: the Standing Committees which are permanent and Ad Hoc Committees which are formed and disbanded on an as-needed basis.

Steering Committee consists of the Council Board officers, and only Council members may serve on this committee. The primary purpose of the Steering Committee is to monitor progress toward the Council's mission and goals, and to ensure continuity among Council activities. The Steering Committee provides oversight and feedback to the LWC Coordinator, makes personnel and operating decisions, facilitates project and team development, and serves the Council. The Steering Committee reports back to the Council on their **discussions and recommendations**. **Steering Committee meetings are open to other Council members if they wish to attend.**

Education/Outreach Committee (EOC) serves the Council. The purpose of this committee is to work with watershed residents to foster better stewardship of natural resources and to improve understanding of biodiversity in the Luckiamute/Ash Creek Watersheds. The committee is responsible for working with the **Outreach Coordinator to develop fundraising activities or projects**. The committee is comprised of Council Members and other participants, and is responsible for recruiting members and volunteers and interns as needed. The committee shares its recommendations, progress and activities with the Council at monthly meetings. (See flow chart below)

Project Review Committee (PRC) consists of four voting Luckiamute Watershed Council members and additional non-voting technical advisors as needed. The PRC is responsible for working with the

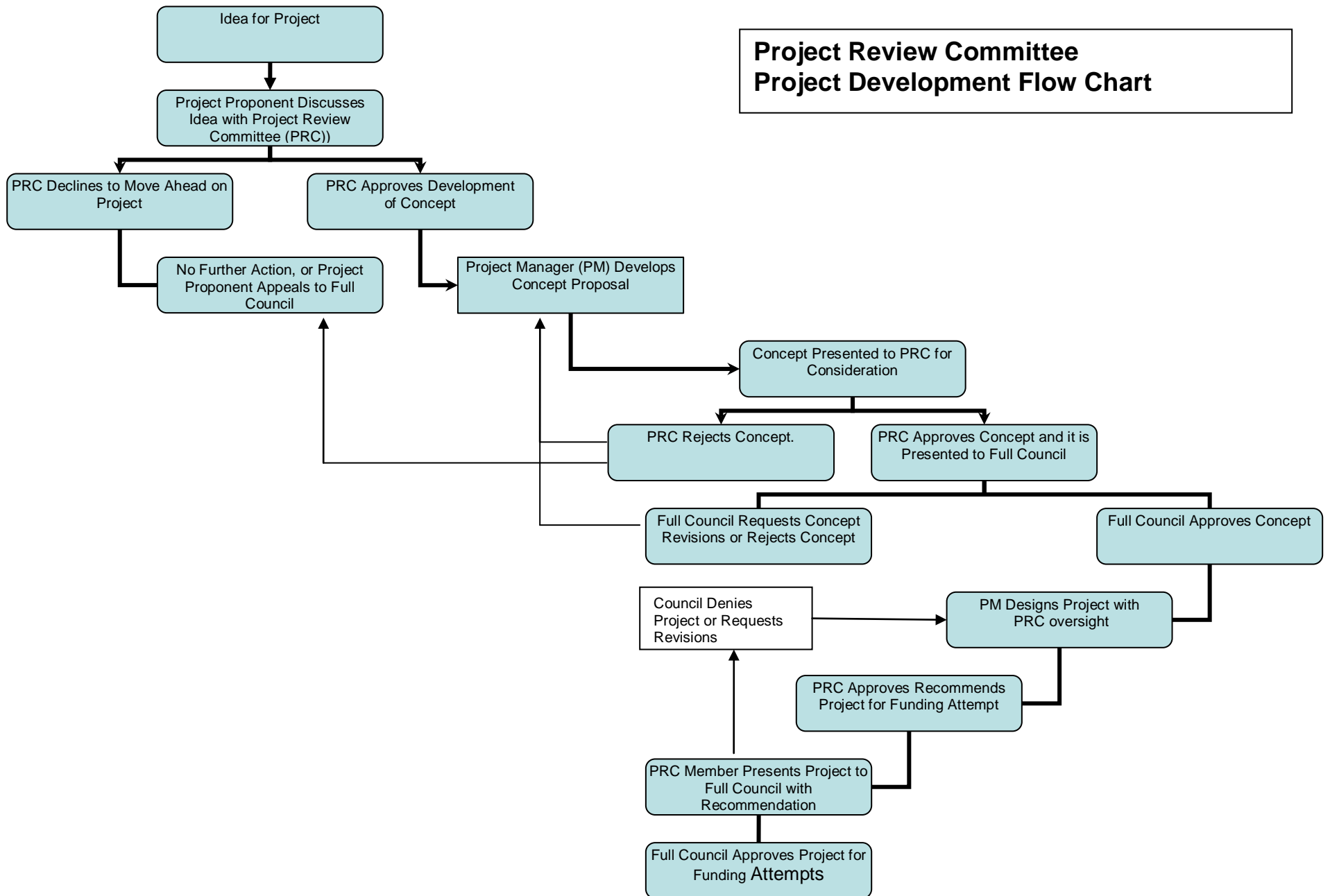
Program Coordinator to develop effective projects and will oversee the project manager as projects are implemented. While all PRC members may make recommendations, only the voting members are able to recommend a project to the LWC Council for further action.

During project development, the committee must approve the initial project idea, and the preliminary concept. The committee will review and make recommendations on project design as the Project Manager develops the final project proposal. Upon approval by the committee of the final project proposal, a PRC member – not the project manager – will present the project to the Luckiamute Watershed Council Board for final approval.

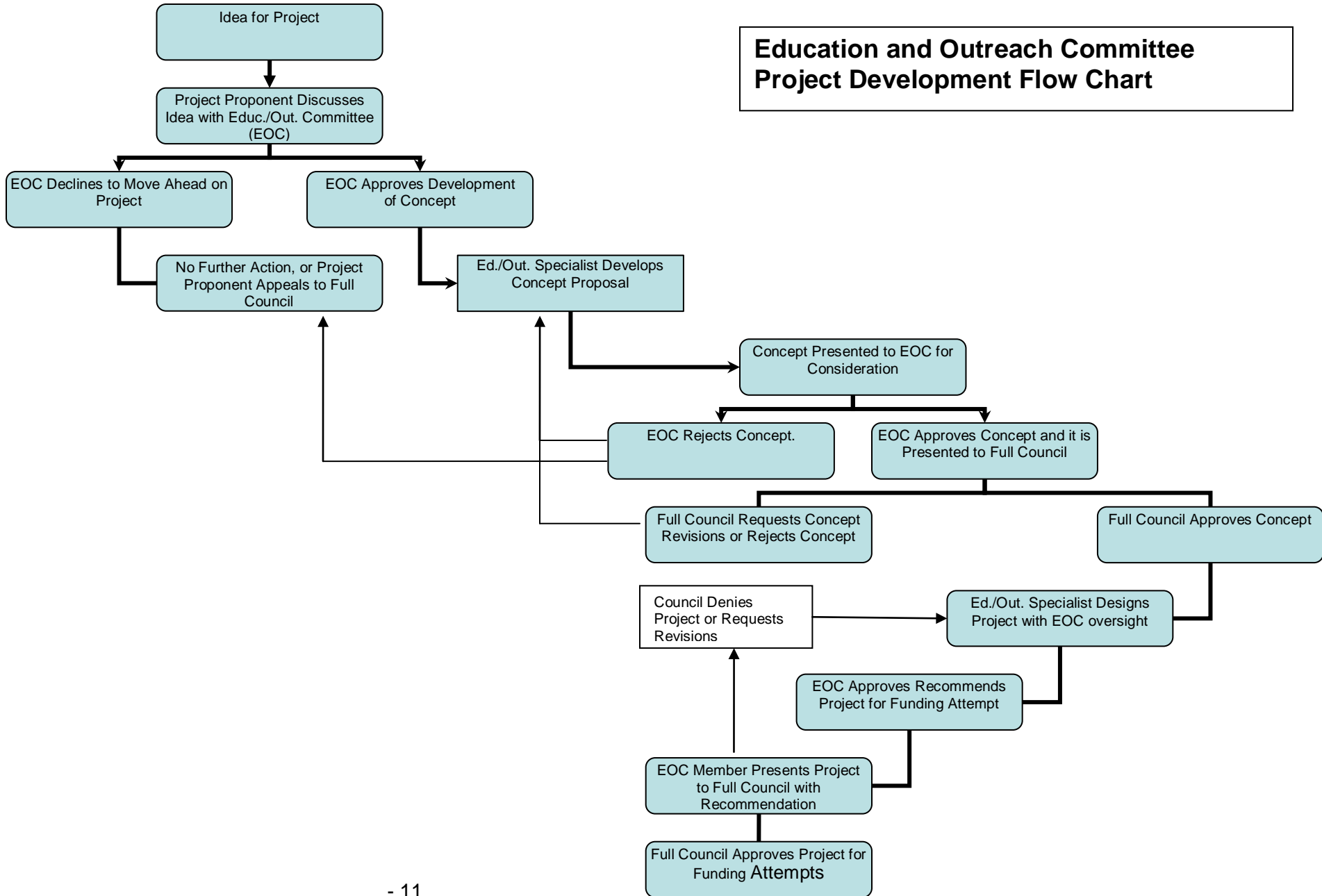
During project implementation, the committee will receive progress reports from the Project Manager and will ensure that the project is being carried out as intended. The committee may make recommendations to help the Project Manager implement the project more effectively and/or efficiently. (See flow chart below).

Council Support Committee (CSC) consists of at least two voting members of the Luckiamute Watershed Council and additional advisors as needed. The CSC is responsible for working with the Coordinator to pinpoint appropriate foundations or other sources of funding and to develop effective fundraising strategies and grant proposals. The CSC approves draft foundation grant proposals and fundraising projects and reports progress to the LWC Council

Project Review Committee Project Development Flow Chart



Education and Outreach Committee Project Development Flow Chart



LWC Program Coordinator

Hiring schedule:

June 15: Advertise with OWEB, NOWC, listserv

June 30: ad end date

July 7: submittal end date

July 15-30: interview top 3 candidates

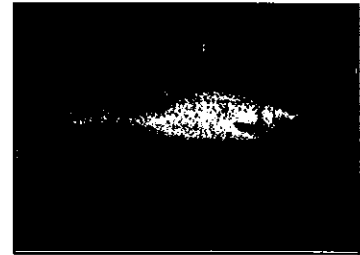
August 12: Council vote

Sept. 1: Position start date

Multi-Year Survey of Fish in the Luckiamute Watershed

May 12, 2010

The Luckiamute Watershed Council is in the midst of a four year effort to collect information about the salmon and trout in the Luckiamute River and associated creeks. By using a method called a Rapid Bio-assessment (RBA) the Council will be able to estimate the number and range of juvenile salmon (coho, steelhead and cutthroat). This work began in 2008 by surveying all streams in the Luckiamute basin, from the Luckiamute river confluence with the Willamette River to all of the headwater streams, a total of 214 miles. Once the baseline data was received, the effort was refined for the next three surveys to focus on streams where fish have been observed. Therefore, in 2009-2011 only the upper reaches of the watershed will be surveyed. The refined survey area has 96 miles of streams located in the Falls City, Pedee and Kings Valley areas. Once the four year survey is complete it will help identify the streams with the highest potential for recovery and provide baseline information on known fish populations.



Juvenile Steelhead Trout

Specifically the Rapid Bio-Assessment survey method (RBA) is designed to sample 20% of the number of pool rearing habitats using a Rapid Assay technique. The inventory is done in the summer by snorkel surveys that began at the mouth of each stream and continue to the end of steelhead habitat (not to the end of Cutthroat Trout range). The crew counts fish in every 5th pool as they walk up stream. This approach allows the crew to cover large distances and succeed in describing the current range of juvenile salmon in all of the surveyed streams. Beaver and knotweed (an invasive plant) is also recorded.

This information will be used to develop a base line for understanding how juvenile salmon are currently utilizing streams within the basin during summer months. Repeating the survey in high priority stream reaches (streams with higher quality fish habitat) will be critical for identifying trends in the locations and numbers of juvenile Coho, Steelhead and Cutthroat in response to stream habitat restoration and management.

This project is made possible by partnering with local landowners, industrial timber companies, universities and state and federal agencies. Each landowner in the survey area has been contacted to ask permission for the crew to access the stream and count the fish. With 80% access granted the crews have been able to survey most of the streams in the watershed. The crew diligently goes around sections of the stream where landowners do not want to participate. The majority of the funding for this project has been provided by the Oregon Watershed Enhancement Board, through lottery dollars.

Results to date: The 2009 Rapid Bio-Assessment inventory of the Luckiamute Watershed targeted the most productive salmon habitat in the basin. This inventory was designed to describe the range and relative number of coho, cutthroat trout and sea-run winter steelhead. 96 stream miles were inventoried in 2009 and will be replicated in 2010 and 2011. The entire basin (214 stream miles) was inventoried in 2008, which included many miles of poor quality streams due to high summer temperature and therefore provide limited summer habitat for fish. Results and comparisons to those surveys can be found in the full report, as part of the Site Specific observations (See 'Latest Publications' tab in the left hand toolbar of the LWC website).

The numbers in the tables below are estimates. The estimated totals are based on an expansion of the 20% snorkel fish counts in pools only. Therefore they do not constitute the entire estimate for the stream. These expanded estimates greatly under estimate the number of juvenile fish, Steelhead and Cutthroat because some fish utilize areas of the stream that were not inventoried (i.e. riffle / rapid and glide habitats). In addition, there is also juvenile and cutthroat fish that may extend upstream beyond the end point of the snorkel survey.

The information below can be utilized as a baseline for trend monitoring for subsequent survey years on the basin-wide scale and by stream. It also provides a comparison of the relative fish production potentials between streams that can be used as a component for prioritizing restoration opportunities.

Table 1

Sub-watersheds of the Luckiamute Basin – 2008 Estimated Total for Pools (Expanded Estimates)

Sub-watershed	Area (acres)	Coho Salmon	0+	Steelhead	Cutthroat
Upper Luckiamute River (Pool 119-194)	11,700				
Luckiamute River* + Boulder, Beaver, Wolf		0	240	765	3,965
West Fork Luckiamute River + Miller Creek		0	385	215	3,425
Sub-total		0	625	980	7,390
Upper Luckiamute River/Vincent Creek (Pool 73-118)	22,300				
Luckiamute River + other tributaries		0	615	140	1,510
Vincent		5	60	0	245
Sub-total		5	675	140	1,755
Upper Luckiamute River/Maxfield Creek (Pool 65-72)	20,000				
Plunkett Creek		0	510	0	535
Price Creek		0	325	0	580
Maxfield Creek		0	260	70	645
Luckiamute River		0	0	0	255
Sub-total		0	1,095	70	2,015
Upper Luckiamute River/Pedee Creek (Pool 60-64)	19,000				
Ritner, Sheythe and Clayton Creeks		0	490	0	865
Pedee Creek		0	495	35	1,345
Luckiamute River		0	0	0	230
Sub-total		0	985	35	2,440
Middle Little Luckiamute River (Pool 27-55)	23,500				
Teal and Grant Creeks		0	685	0	760
Waymire Creek		40	100	0	100
Little Luckiamute River		5	145	0	100
Sub-total		45	930	0	960
2008 TOTALS		50	4,310	1,225	14,560

- Visual bias not included
- *7.5 mile reach + Tribs. AA, AC, AD

Table 2**Sub-watersheds of the Luckiamute Basin – 2009 Estimated Total for Pools (Expanded Estimates)**

Sub-watershed	Area (acres)	Coho Salmon	0+	Steelhead	Cutthroat
Upper Luckiamute River (Pool 65-189)	11,700				
Luckiamute River* + Boulder, Beaver, Wolf		0	900	960	3,310
West Fork Luckiamute River + Miller Creek		0	1,125	140	1,605
Sub-total		0	2,025	1,100	4,915
Upper Luckiamute River/Vincent Creek (Pool 19-64)	22,300				
Luckiamute River + other tributaries		0	1,835	490	2,080
Vincent		0	25	0	135
Sub-total		0	1,860	490	2,215
Upper Luckiamute River/Maxfield Creek (Pool 5-18)	20,000				
Plunkett Creek		0	665	0	85
Price Creek		0	445	0	495
Maxfield Creek		0	875	0	895
Luckiamute River + other tributaries		0	0	0	20
Sub-total		0	1,985	0	1,495
Upper Luckiamute River/Pedee Creek (Pool 1-4)	19,000				
Ritner, Sheythe and Clayton Creeks		0	2,420	0	1,170
Pedee Creek		0	1,720	50	1,330
Luckiamute River		0	0	0	0
Sub-total		0	4,140	50	2,500
Middle Little Luckiamute River (Pool 1-18)	23,500				
Teal and Grant Creeks		0	3,440	110	1,585
Waymire Creek		0	35	0	195
Little Luckiamute River		0	25	0	5
Sub-total		0	3,500	110	1,785
2009 TOTALS		0	13,510	1,750	12,910

- Visual bias not included
- * 8.5 mile reach + Tribs. AA, AD, AE, AH

2010 survey is currently underway. Results are expected spring 2011.

Interim Program Coordinator activities for May 18 - June 15, 2010

5/18/10	return clean-up vests, meet with ND re BEF maps	G, PD
5/19/10	Get willow stakes at Grund-Clampit, Waymire Ck culvert contract development, knotweed inventory set-up	PM, PD
5/20/10	Meeting with Todd Reeve (BEF), Nicole, Christine. Knotweed planning and budget development	PM
5/21/10	Waymire culvert, NF Pedee culverts	PM, PD
5/25/10	mostly knotweed, Waymire Ck, misc.	PD, PM
5/26/10	Scout knotweed area	PD
5/27/10	Knotweed inventory and outreach with Jeff Jones and Gail in field.	PD
5/28/10	Waymire Ck project. Meet with FCP office manager Jerry Anderson to talk about projects on Forest Capital Land.	PM, PD
6/1/10	See fish logs at EE Wilson, misc. office	PD, G
6/2/10	Meet with Douglass Fitting RE Waymire Ck culvert and knotweed project, Waymire and knotweed office work	PM, PD
6/3/10	Knotweed tour with Kendra and others, misc. office work	PD, G
6/4/10	Art pods placed in Grund-Clampit creek, Waymire Ck culvert contract	G, PM
6/7/10	Misc, office work. RBA thank you and results letter.	G, PM
6/8/10	Misc, office work. Labels, MMT monitoring design, RBA, PC report	G
6/9/10	Misc. office work	G
6/10/10	Pack-up office for the move into Maaske Hall. Council monthly meeting	G
6/11/10	Misc. office work. Finish packing for the move.	G
6/14/10	In field with FCP to visit Wolf Ck culvert.	PD
6/15/10	OWEB fiscal training meeting	G

PM = project management tasks

PD = project development tasks

G = general tasks in support of LWC

David Anderson, Interim Program Coordinator LWC

Luckiamute Summer Events: Public invited to visit projects, celebrate History

May 27, 2010

The Luckiamute Watershed Council and its partners are inviting people to join their neighbors in Kings Valley, Hoskins and Pedee to this summer's tours and celebrations of the river, its life and its history. The events showcase the council's recent projects, but also feature partnerships that preserve and restore this important area. A tour of projects near three creeks that feed into the Luckiamute River is set for June 26. A celebration of Ritner Creek Bridge, a piling removal project, a new brick pathway and other workshops is set for July 17.

The "Three Creek Tour" from 10 a.m. to 2 p.m. June 26 will provide residents with a look at projects on the historic Michael and Courtney Moore property bordering Vincent and Plunkett creeks, and on the Cliff and Gay Hall's property along Maxfield Creek. Those attending can see what is possible on their own properties including: Native plants, log placement for fish habitat and erosion control, tree planting, CREP projects, culvert replacement and much more. The landowners, and the experts and volunteers who have worked on the land, will talk about their projects and answer questions about what works, and what doesn't.

The tours are free but reservations are required. Transportation from the Kings Valley Community Center to the sites, snacks and drinks will be provided by the Luckiamute Watershed Council.

July 17, the Friends of Ritner Creek Bridge and the watershed council will celebrate the historic Ritner Creek Bridge near Pedee. Activities begin at 2 p.m. with a ribbon cutting, followed by tours of the council's piling removal project, a native plant tour, a workshop by Polk Soil & Watershed Council, and a review of local history by people who love this place. The old-timey band "Home Grown" will entertain everyone.

To register for either event, call Gail Oberst, 503-871-1242, or send your e-mail to: gailoberst@yahoo.com

REPORT TO LWC and ED/OUTREACH COMMITTEE June 10, 2010

For the period from May15 to June 15, 2010

From: GAIL OBERST, Upper Luckiamute Outreach and RBA II Contractor

Attachments – Sample Agreement, Knotweed letter, Newsletter

RBA II – Gail and Hollis

- The two callers who worked on contacting all of the 200-plus landowners connected to the third and fourth year of the RBA II (fish survey) are nearly finished with calls. Most of the responses are in hand and this month (it it's not already done), Hollis will update spreadsheets with the new responses and prepare the data for Steve Taylor, who will create maps of willing landowners for Steve Trask. The survey will take place this summer.
- ACTION NEEDED: Officer signs a contract and check request to pay Gail (Hollis), and callers.

Kings Valley/Hoskins/ Pedee – Gail and Hollis

Hollis' work applies to several projects. The month, in addition to the RBA, her work was essential help for the Model Watershed's Knotweed project, the newsletter mailing, and other items. Her report follows.

Reports produced from database:

- Types of Stakeholders
- People interested in Projects
- Mailing labels for newsletter
- Mailing list of people wanting results from RBA
- List of people interested in knotweed (especially those with emails)

Database work

- Ongoing clean-up
- Added additional Ritner Creek contacts
- Added information on landowners with knotweed from Benton County map
- Updated information based on new roster

Volunteered for event at Ilahe winery 4-24-10

Attended Retreat

Newsletter /Tours -- Gail completed and mailed (with help from Jo Yeager) about 300 newsletters, most of which were sent to Hoskins/KV and Pedee residents or those who were interested in summer tours. As of 6/10/ 10, more than a dozen people had already signed up for the tours, and another dozen people are involved in leading and helping with the tours June 26 and July 17. Don't miss this fun! For more information, see the newsletter. We have a van reserved for the June 26 event. The tours have many partners, including Friends of Ritner Creek Bridge, which is sponsoring the July 17 event.

.Model Watershed Project -- The first model watershed project aims at eradicating knotweed in the Upper Luckiamute and replacing it with native plants. My work this month revolved around contacting landowners in the project area, explaining plans and getting their signed permission to assess the extent

of knotweed on their lands so we can accurately budget for this project that is likely to span several years. In the process of organizing this project, we hope to inspire this particular group to do additional projects to improve life along the river. To that end, I have visited the area several times, once with David and Jeff Jones, who measured the knotweed. We have about 20 verbal agreements and about 10 written agreements in hand.

Luckiamute State Natural Area – This month we got the first half, \$450, of the grant for the September tour of the LSNA. The person in charge of LSNA outreach (Christine?) will plan and conduct this tour.

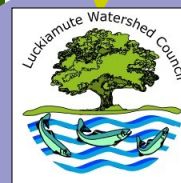
DETAIL OF OUTREACH KINGS VALLEY/PEDEE AND VOLUNTEER ACTIVITIES

The following summary includes a record of the hours Hollis and I have spent working for the LWC, as a volunteer and as a contractor for OWEB Grant # 209-3005, and for OWEB Project # 209-3081.

	Volunteer	Paid
May 16 – Knotweed letter/agreement form		<u>1</u>
May 17 – Model Watershed, RBA, tours, bike, newsletter		<u>6+2</u>
May 18-19 – E-mail knotweed letters		<u>2</u>
May 22 – News release tours		<u>2</u>
May 24 – Signatures knotweed, tour leaders		<u>8</u>
May 25 – Model Watershed/RBA, KV contacts/calls		<u>6+2</u>
May 26 – Labels, printing, KV permission, prep canoe		<u>4</u>
May 27 – KV sigs, knotweed assessment		<u>6</u>
May 28 – Pedee outreach, mail letters, update knotweed owners		<u>8</u>
June 1 – Pedee outreach, RBA, volunteers, mail letters		4
June 2 – LWC charter review retreat	5	
June 3 – Model Watershed, RBA, minutes, landowners	2	<u>2+2</u>
June 4 – RBA callers, data, tour, office, annual event		<u>2+2</u>
June 6 – Reports, office, RBA and KV projects		<u>2+1</u>
June 7 – RBA, News to council, tours, knotweed permission		<u>2+1</u>
June 8 – Permission, KV tour/visit, KV School,		<u>8</u>
June 10 – LWC, Ed/Out, office	2	1
May 15-June 15 – Hollis, subcontractor work RBA		19
<u>TOTAL 209-3005 Grant Hours</u>		59
TOTAL 209-3081 Hours		34
TOTAL Non Grant Hours	9	

**Luckiamute
Watershed Council
and Friends of
Ritner Creek Bridge**

Bridge, River & Restoration



INSIDE THIS ISSUE:

Brick order form	2
Calendar of events	3
Knotweed	3
Fish Count	3
Three Creeks Tour	4

Schedule of Events

2-4 p.m. Saturday

July 17, 2010

- 2 to 4 p.m. Music by "Home Grown"
- 2 p.m. Welcome
- 2:30 p.m. Tours of Luckiamute Watershed Council piling removals
- 3 p.m. Ribbon cutting, awards, history
- 3:30 p.m. Bridge and plants tours and workshop

Luckiamute Events Showcase Area

RESIDENTS INVITED TO VISIT NEIGHBORS' PROJECTS, CELEBRATE HISTORY

The Luckiamute Watershed Council and its partners are inviting Kings Valley, Hoskins and Pedee residents to join their neighbors in this summer's tours and celebrations of the river, its life and its history. The events showcase the council's recent projects, but also feature partnerships that preserve and restore this important area. A tour of projects near three creeks that feed into the Luckiamute River is set for **June 26**. A celebration of Ritner Creek Bridge, a piling removal project, a new brick pathway and other workshops is set for July 17.

The "Three Creek Tour" from 10 a.m. to 2 p.m. **June 26** will provide residents with a look at projects on the historic Michael and Courtney Moore property bordering Vincent and Plunkett creeks, and on the Cliff and Gay Hall's property along Maxfield Creek. Those attending can see what is possible on their own prop-

erties including: Native plantings, log placement for fish habitat and erosion control, tree planting, CREP projects, culvert replacement and much more. The landowners, and the experts and volunteers who have worked on the land, will talk about their projects and answer questions about what works, and what doesn't.

The tours are free but reservations are required. Transportation from the Kings Valley Community Center to the sites, snacks and drinks will be provided by the Luckiamute Watershed Council.

To reserve a place on the tour, call Gail Oberst, 503-871-1242, or e-mail gailoberst@yahoo.com.

At 2 p.m. **July 17**, the Friends of Ritner Creek Bridge and the watershed council will celebrate the historic Ritner Creek Bridge near Pedee. For more information about all these events, see inside stories.



Tours of local properties will give neighbors a chance to see what is possible on their lands.

Brick dedication, bridge celebration set for July 17

The first group of bricks for the bridge will be laid this year at the historic Ritner Creek Bridge near Pedee, and to celebrate, the Friends of Ritner Creek Bridge and the Luckiamute Watershed Council are sponsoring an afternoon of fun and education.

The bricks have been engraved and will be in place by the time we celebrate. More than 75 of you so far have ordered bricks, all of which will be on display.

Activities begin at 2 p.m. July 17 with a ribbon cutting, followed by tours of the council's piling removal pro-

ject, a native plant tour, a workshop by Polk Soil & Water Conservation District, and a review of local history by people who love this place. The old-timey band "Home Grown" will entertain us. To register, call Gail Oberst, 503-871-1242, or send your e-mail to: gailoberst@yahoo.com,

Bricks help preserve bridge

If you can't make it to the July 17 event, but want to be a part of the second round of bricks, here's your opportunity. Fill out the form below and send it to Gail Oberst, secretary of the Friends of Ritner Creek Bridge, at the address below. You can also call or e-mail if you have questions. The second round of bricks will be laid in the summer of 2012.

The bricks that are being placed at the Ritner Creek Bridge serve several purposes: those who purchased them can applaud their friends, note

their loved ones who have passed on, advertise their businesses or organizations, and even put their beloved pets' names in a permanent etching. The bricks also form a path to the bridge where there is now gravel.

But most importantly, the sale of the bricks helps support this 1926 bridge that was restored to its former glory in 2008. The Friends of Ritner Creek Bridge helped with that effort and are carrying on the work



Bricks are being placed in the walk at the south end of the bridge. The next batch is on sale.

needed to maintain the bridge, restore its park and the creek around it and educate the public about this bridge's and community's unique history.

The Friends of the Ritner Creek Bridge are a federally registered non-profit organization with no employees. All donations are for maintenance and education in and around the bridge. Donations may be made to the same address.

A report on donation and fundraising activities will be available at the July 17 event. The Friends of Ritner Creek Bridge has a board of directors: Martin Robrecht, president; Alan Garton, vice president; Gail Oberst, secretary; Jennifer Bingham, treasurer. If you are interested in helping, please e-mail, drop us a line, call or meet us at this event. We will be electing officers July 17. Nominations are welcome from anyone.

ENGRAVED BRICKS FOR THE BRIDGE

3 LINE BRICKS 17 characters per line 1 Brick \$75 Subtotal

Order total: _____

Total: _____

Method of Payment

Check

Bill Me

Name _____

Address _____

Phone _____

\$75

Order bricks by phone

If you need help filling out your order form, or would like to order by phone, just call our secretary, Gail Oberst, any day, from 10 a.m. to 5 p.m.
 503-871-1242.

Donations are tax deductible because we are a federal non-profit organization, No. 26-0328154



FRIENDS OF RITNER CREEK BRIDGE

593 E Street
 Independence, OR 97351

Phone: 503-871-1242
 E-mail: gailoberst@yahoo.com



Other Events

- Each second Thursday — The Luckiamute Watershed Council meets at 7 p.m. at Monmouth Volunteer Hall, 144 S. Warren St., Monmouth. The public is always welcome.
- June 26, July 17 — LWC Tours in the Kings Valley and Pedee areas for Polk and Benton counties residents will showcase projects landowners may want to try on their own lands. Call 503-871-1242 to register
- Aug. 22 — Last year's popular watershed bike tour will begin at Kings Valley Charter School and loop through the beautiful Luckiamute River Valley. For more information, visit the LWC web page, www.luckiamutelwc.org/
- Sept. 18 — A walking tour of the Luckiamute State Natural Area, Buena Vista.

Luckiamute Watershed Council

Neighbors Helping Neighbors

2010

June	July	August	September	October	November	December
10	9	5-8	9	14	11	3
LWC Meeting	LWC Meeting	Polk Co. Fair	LWC Meeting	LWC Meeting	LWC Meeting	LWC Annual Dinner
26	17	13	18			9
KV Tour Hall/Moore	Bridge celebration	LWC Meeting	LSNA Tour			LWC Meeting
		22				
		KV/LWC Bike tour				

Life on the Luckiamute

Council and partners attack weeds, count fish

NAUGHTY KNOTWEED

The Luckiamute Watershed Council has been named a Model Watershed by two funding organizations, and to celebrate, the council is doing what it does best: partnering up with neighbors and agencies to improve the watershed. The council is helping about two dozen Kings Valley/Hoskins landowners remove their knotweed and replace it with native plants. The project will begin this summer, thanks to funding from the Meyer Memorial Trust and Bonneville Environmental Foundation.

FISH COUNT FUN

Also this summer, the watershed council will begin its third year in a four-year project to accurately count salmon, trout and steelhead populations in the Kings Valley, Pedee, Hoskins and Little Luckiamute streams. The council has hired local people who will be calling landowners to ask for permission to count fish in creeks that run through

private land. The council will eventually use the information to decide where it should focus its efforts to restore fish and wildlife habitat, depending on voluntary cooperation with landowners.

A TOUR OF LUCKIAMUTE LANDING

Join us Sept. 18 for a tour of the Luckiamute State Natural Area, just south of Buena Vista. The Luckiamute Watershed Council is leading a tour of this new state-owned park at the mouth of the Luckiamute River, where it flows into the Willamette River. This tour, sponsored by the Network of Oregon Watershed Councils, showcases projects and partners that have already worked on this beautiful piece of land, but also gives visitors a chance to contribute ideas that may lead to future projects. Participants should be able to hike about three miles on an easy and picturesque trail.

WWW.LUCKIAMUTELWC.ORG

BIKE TOUR SET FOR AUG. 22

There's no ride more beautiful than back roads of the Luckiamute River. This year, the council is sponsoring a fund-raising bike ride beginning from Kings Valley Charter School, and looping through Maxfield Creek and Elkins roads, before winding through Pedee, back to the school. Two connected loops provide a short or long ride, depending on your abilities. For more information, visit the council's website. Registration required. Visit the website.

WHAT IS THE LWC?

The council is a group of people who live and work in the Ash Creek, American Bottom and Luckiamute River watersheds. This non-governmental volunteer group, made up of your neighbors, meets each second Thursday of the month at 7 p.m. in Monmouth's Volunteer Hall. Its offices are in West House, on the Western Oregon University campus. Join us!



*Luckiamute Watershed Council
c/o Western Oregon University
345 N. Monmouth Ave.
Monmouth, OR 97361*

Written and edited by:
Gail Oberst, KV/Pedee Outreach
Member, LWC and FRCBridge

Phone: 503-871-1242
E-mail: gailoberst@yahoo.com

LWC AND FRIENDS OF RITNER CREEK BRIDGE

Luckiamute Watershed Council

www.luckiamutelwc.org

Three Creeks Tour is June 26

Partners show projects at two Kings Valley/Hoskins properties

Partners

Friends of Ritner Creek Bridge, Luckiamute Watershed Council Oregon Watershed Enhancement Board, Benton Soil & Water Conservation District, Polk Soil & Water Conservation District, Kings Valley Charter School, Kings Valley Area Association, Bonneville Environmental Foundation, Polk County Public Works Department, Freshwater Trust, Meyer Memorial Trust, U.S. Bureau of Land Management, Forest Capital Partners, Greenbelt Land Trust, Western Oregon University, and our many neighbors.



Logs in a creek can cause the water to meander, hold gravel and create pools, all of which support fish.

Three Creeks Tour

Schedule of Events

10 a.m. to 2 p.m.

Saturday, June 26, 2010

- 10 a.m. Meet at Kings Valley Community Center for orientation, coffee
- 10:30 a.m. to noon. Tour Hall's property. CREP, native plants, riparian experts talk. Maxfield Creek.
- Noon Lunch at KVCC
- 1 p.m. Tour of Moore's property. Log placement, history, science experts talk. Vincent and Plunkett creeks.

Ever wonder what good things your neighbors are doing on their lands? The "Three Creeks Tour" from 10 a.m. to 2 p.m. June 26 will provide residents a look at projects on the Moore's property bordering Vincent and Plunkett Creek, and on the Hall's property along Maxfield Creek.

Those attending can see what is possible on their own properties including: Native plantings, log placement for fish habitat and erosion control, tree planting, CREP projects, culvert replacement and much more. The landowners, and the experts and volunteers who have worked on the land, will talk about their projects and answer questions about what works, and what doesn't. The tours are free but reservations are required. Transportation from the Kings Valley Community Center to the sites, snacks and drinks are provided by Luckiamute Watershed Council.

To reserve a place on the tour, call Gail Oberst, 503-871-1242, or e-mail gailoberst@yahoo.com.

INSIDE: MORE TOURS, NEWS

LWC Outreach Report
work performed April 12th- May 10th, 2010

Develop public outreach materials:

- Updating the LWC accomplishments report:
 - Compiling edits and revisions of current report,
 - Collecting new project information from other staff, and
 - Reviewing updates with Outreach Committee.
- Website Updates:
 - Reviewing website for updates,
 - Writing articles about the Model Watershed and RBA for posting,
 - Coordinating postings with webmaster.
- Investigating updates to LWC brochure and other hand-outs.

Inform and Engage Community:

- Attended Illahee Vineyard community event.
- Assisted with RBA training for callers in Kings Valley.
- Assisting with planning the LWC annual celebration.
- Coordinating LWC involvement in this summers community events.

Recruit & Manage Volunteers:

- Attended Volunteer Management Training, 2hrs on Thursday's, (10 week session).

Council Planning & Project Development:

- Attended several meetings to assist with developing one year Model Watershed Action Plan for MMT/BEF.
- Attended staff meetings to discuss and coordinate current projects.
- Attended meetings with Benton SWCD staff to plan and coordinate future projects.
- Toured LSNA to become familiar with site and discuss outreach ideas with Gail.

Additional Items:

- Spent time reviewing LWC documents, such as Council's '09-'11 workplan, Model Watershed Proposal, LSNA report and grant proposal, and RBA reports.

Submitted by Christine Hurst, Outreach Specialist 5-10-10

LUCKIAMUTE WATERSHED COUNCIL MINUTES

July 8, 2010

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

7 p.m. – General Council Meeting, Volunteer Hall, Monmouth, Oregon

Call to Order and Introductions: Chair Tammee Stump called the meeting to order.

Introductions: Kendra Smith, Kenn Carter, Ed Miller, Tom Smith, Judi and Kirk Lewis, Ron Nestlerode, Gail Oberst, Suzanne Moellendorf, Nicole Duplaix, David Anderson, Christine Hurst, Phil Larsen, Jamie Parker, Anne and Stephen Scheck, Rebecca McCoun, Joel Geier, Brianna Patterson of Corvallis, a guest.

Volunteer time and attendance sheet passed around.

Minutes (see separate file): **ACTION:** Kirk Lewis moved and Kenn Carter seconded motion to approve the June minutes. **APPROVED.**

Special Guest Speaker: Kendra Smith

Kendra talked about our partnership with Bonneville Environmental Fund and Meyer Memorial Trust including a little history about the Willamette Initiative. She is working to implement the program with watershed councils by working with them and supporting them in restoration projects. The council asked questions and talked about the Model Watershed Program, about equipment available for monitoring and sampling, training available, future meetings. Kendra also talked about LWC’s staff changes, reassuring us that this is a normal process, and encouraging exit interviews, staff evaluations, and self-reflection. This initiated questions for her about the recruiting and choosing staff with an eye to retention. Nicole announces: Interviews will take place the first week of August with new staff to begin Sept. 1. Funding for Outreach is provided by LSNA and Model Watershed grants. Funding for Program Manager is also funded by those two sources. Kendra advises: To build a cohesive team, staff should not have to worry about where their money is coming from; bring in other people from outside the council to conduct exit interviews, for example, and seek help/advice from successful councils.

BUSINESS

Treasurer’s report – Nicole Duplaix reports for Treasurer.

Mid-Willamette Watershed Alliance finance report – See separate file. Discretionary funds are nearly spent and should be replenished. Several projects are coming to an end: Action Plan, for example – There will be a special meeting in the next few weeks to address the rest Action Plan for the watershed outside of the LSNA and Model Watershed areas.

Coordinator’s report – Nicole Duplaix – See separate file

LSNA – OWEB and LSNA approved the third version of the proposal and next week will develop a work plan for the next 2 years. Funding (\$441,000) in the first year will emphasize Outreach and CREP repairs.

Charter Review – Discussion about Review proposal included: Employees and contractors relationships to the coordinator. Who supervises? Who is accountable? A charter review committee will meet sometime between July 20 and Aug. 1. Nicole will send a

doodle. To be considered: What personnel decisions are made by the steering committee or the whole council? Will the committee be making recommendations, or decisions? This is not clear in the revision.

New hires – People are applying for program coordinator and Outreach position. Nicole suggests choosing the top candidates, putting them on a grid, and finalizing the choice. Several council members volunteer to form an ad hoc committee to screen both sets of applicants and narrow it down to several candidates: Rebecca McCoun, Gail Oberst, Suzanne Moellendorf, Jamie Parker. Council discusses desirable candidate traits and process for screening, hiring. Position announcements will be posted. Interviews will take place in August.

Education/Outreach Committee – Ron Nestlerode, Gail Oberst

See separate Outreach files and exhibits about Cliff Hall's and Michael Moore's tour, and upcoming events including: July 17 – Ritner Creek Bridge; Aug. 12-15 –Polk County Fair booth (Nicole, Tom, Rebecca, David, Kenn, Tammee volunteer); Bike Tour – Aug. 22, two 20-mile rides; LSNA tour Sept. 18.

Project Review Committee – Nicole Duplaix, David Anderson

LSNA – See above. Funding budget and payments over the period of two years, to be decided next week,

David – Update on projects – The culvert projects on Waymire Creek will start Aug. 15. Model watershed project projects potential and ongoing include: Culverts on the N. Fork Pedee, Wolf Creek trash rack (a juvenile barrier) removed, RBA II (fish count) this summer. Discussion about further limiting factors analysis needed and whether Steve Trask can conduct them during the RBA including temperature, habitat, GPS, addresses. Also this year, projects to include log placement; knotweed project preliminary estimates include 11 acres in 1.5 miles, but more miles will be added this month.

Other Business –

Phil asks – Where do we want to focus our efforts? Measurements should address this.

Adjournment – The next regular meeting is scheduled for 7 p.m. Aug. 12 at the Monmouth Volunteer Hall, preceded by the Education/Outreach Committee at 6 p.m. at Rick's Place, Monmouth.

LUCKIAMUTE WATERSHED COUNCIL MINUTES

Aug. 12, 2010

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

7 p.m. – General Council Meeting, Volunteer Hall, Monmouth, Oregon

Call to Order and Introductions: Chair Tammee Stump called the meeting to order. Attending were David Anderson, Shawn Irvine, Kelly Gordon, Phil Larsen, Jamie Parker, Suzanne Moellendorf, Kirk and Judy Lewis, Ron, Hollis Fishelson-Holstine, Teresa Matteson, Douglas Fitting, Rebecca McCoun, Ed Miller, Wendy Sparks, Gail Oberst, Nicole Duplaix.

Volunteer time and attendance sheet passed around.

Minutes (see separate file): ACTION: Ed Miller moved and Hollis Fishelson-Holstine seconded approval of the July minutes. APPROVED.

BUSINESS

Treasurer’s report – Nicole Duplaix reports for Treasurer.

Summary -- Mid-Willamette Watershed Alliance finance report – \$4,000 in unencumbered funds, 50 percent of OWEB council support spent We got \$2,000 from Polk SWCD, unencumbered funds.

Coordinator’s report – Nicole Duplaix, see written report

Model Watershed – OWEB SIP proposal has been written, went to PRC and council (via e-mail), for the knotweed project.

Candidates update

LSNA (Luckiamute State Natural Area) negotiations

Charter update – Discussion about the project review committee flow chart, which was updated and outlines the work of the PRC. See proposed flow chart. Proposals must be done a month ahead for PRC. The charter review committee recommends that the changes to the charter be adopted as changed. ACTION: Shawn moves, Kirk seconds approval of changes to the charter. APPROVED

Job search committee – Nicole, Gail, Shawn, Kelly, Jamie report

There were 18 applications for program coordinator, 22 for outreach. From those, we interviewed and chose two top candidates: Wendy and Peter. Wendy drove up here from San Diego, Discussion about why we chose each candidate and conditions of employment, their commitment to long-term projects. ACTION: Gail moves to accept the recommendation to select Wendy, Hollis seconds the motion. Discussion. MOTION APPROVED. Discussion about hiring the program/project coordinator. Kelly asks about Peter’s intention to take time off. Can deliverables be met? ACTION: Shawn moves to offer a contract to Peter with a one-year probationary period to be reviewed quarterly, and the contract will include that he must meet the conditions of the contract. Seconded by Rebecca. Two abstentions, Kelly and Douglas. APPROVED

Action Plan update – Nicole

John Runyon is planning to hold meetings for Soap Creek, Falls City, Ash Creek, etc. other areas outside of the LSNA and Kings Valley. We need input from people who know those areas. Areas of priority to be designated. Will request information from SWCDs, NRCSs, cities, county planners, etc. If you have suggestions about key areas, stakeholders, landowners/OSU, send them to John's e-mail,

Education Outreach Committee – Ron Nestlerode

Polk County Fair sign-up – pass around the sign-up sheet

Bike tour – discussion about whether to cancel it or not. Decision: cancel it.

KV Report – see attachment, Gail Oberst

Project Review Committee – Shawn, David, Upper Harris Creek culvert replaced with a bridge. Money returned.

LSNA – Discussions about Meyer Memorial Trust (MMT) funding \$99,000 and OWEB \$136,000 will wrap up next week. The LSNA emphasis will be on outreach for next year, and an update to the CREP project in the North Tract. OWEB plan sequence will be in the agreement.

Waymire Creek – David reports about the culvert removal, landowner MOU for hotel and food; Ray Ogden, logging connections. ACTION: Shawn moves, Jamie seconds a motion to use NFWF funding for hotel and food for the landowners during the projects. APPROVED

Model Watershed – Knotweed project plans have been circulated to PRC and council. This is a five-year with funds available by October, first installment. Other projects on the table include N. Fork Pedee culvert replacement on Forest Capital land.

Monitoring protocols – Update on the training, Maxfield Creek, N. Fork Pedee

Flow update – 160 to 180 percent.

Other Business –

Wendy introduces herself, talks about family, plans to start around Sept. 9.

Adjournment – The next regular meeting is scheduled for 7 p.m. Sept. 9 at the Monmouth Volunteer Hall, preceded by the Education/Outreach Committee at 6 p.m. at Rick's Place, Monmouth.

LUCKIAMUTE WATERSHED COUNCIL MINUTES

Nov. 11, 2010

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

7 p.m. – General Council Meeting, WOU Hamersly Library

Call to Order and Introductions: Tammee Stump called the meeting to order. Present: Jenniffer Bakke, Kirk Lewis, Teresa Matteson, David Anderson, Peter Guillozet, Nicole Duplaix, Phil Larson, Gail Oberst, Wendy Sparks, Suzanne Moellendorf, David Richards and Charles King from Soap Creek, Ron Nestlerode, Joel Geier.

Minutes (see separate file): ACTION: Jennifer moves and Joel seconds a motion to approve the minutes as amended by David Anderson. The amendment corrects the spelling of Starker and corrects and elaborates on David Anderson’s report.

Volunteer time and attendance sheet passed around.

SPECIAL SPEAKER – Peter Guillozet, Program Coordinator

Peter presents a slide of his past project on the Tualatin River while he was working with Clean Water Services. He was part of the watershed management project that produced 2005 Healthy Streams Plan. He discussed projects on Fanno, Gales and Sylvan Creek among others. Council asked questions and discussed issues relevant to LWC.

BUSINESS

Treasurer’s report – Jenniffer Bakke.

Cascade Pacific RCD and Mid-Willamette Watershed Alliance not available, no update.

Steering Committee –

Coordinator report – no details available on management agreement from OWEB on LSNA or Model Watershed knotweed projects. These new kinds of projects are working their ways through the process.

Office move from WOU – WOU has no space for us until next fall, if then. Staff and council members visited six possible offices and narrowed choices to two, both in downtown Independence. One is larger with kitchen, but may be not well-insulated. The other has shared bathroom, smaller and less expensive with set electricity charges. For either we would need office furniture. Discussion about furniture and other details of moving on Dec. 6. Teresa is checking the availability of extra Benton SWCD furniture. ACTION: Staff is directed by consensus to enter into a 6-month renewable lease for the smaller office which costs \$275 including electricity. Internet and phone are extra.

OWEB Support Grant – We must submit our new council support grant by Jan. 18. Last biennium, we were awarded \$90,000 – this pays for staff and support. Draft of grant will be presented to council next month.

Proposed Roster of nominations – Election for officers will take place next month. See the roster: Kelly Gordon, chair; Ron Nestlerode, vice chair; Tammee Stump, past chair; David Anderson, Secretary; Kirk Lewis, Treasurer; Jenniffer Bakke, Project Review Committee chair; Education/Outreach chair – Gail Oberst.

Project Review Committee – Jennifer Bakke

Discussion – Jennifer reviews the committee’s past purpose to bring experts in during project development. The committee is open to anyone who wants to discuss the projects. Two project proposals are on the table – the LSNA weed project and the Model Watershed knotweed project. Peter asks about the chain of command. At what point in his project planning should he check with the committee? The council discusses how to move projects forward without delays, and discusses frequency of meetings. Discussion – should the PRC decide its role? Should the projects within the LSNA and Model Watershed be subject to review, and if so, when? Should the program manager initiate the committee meetings? Should the PRC be an oversight committee? A management committee? No decision. Jennifer was asked to work with the current committee chair, Shawn Irvine, to determine how the PRC should be involved with large projects after funding is secured. Peter had asked Jennifer to plan a meeting specifically to guide him in planning LSNA projects.

Program Manager’s Report – Peter Guillozet

LSNA/Model Watershed –See spreadsheet handout.
Peter outlines plans for LSNA through 2016; and Upper Luckiamute plans through 2015. Discussion of plans. Deliverables must show performance during this, our probationary year. A strategy is being created for LSNA.

Action Plan – Nicole reviews the plan, a list of projects with priority settings. See handout.

Education/Outreach Committee report – Wendy Sparks, Ron Nestlerode. See Wendy’s report.

Annual meeting event – Dec.3 at 6:30 p.m. at Adair Village Clubhouse. Silent auction donations being gathered, music. VIPs and supporters invited, landowners, press release has been published. It is a public event. We have a 50-person capacity.

Adjournment – The next regular meeting is scheduled for 7 p.m. Dec.9 at the Monmouth Volunteer Hall, preceded by the Education/Outreach Committee at 6 p.m. at Rick’s Place, Monmouth.