



Topic: Illinois Valley Soil & Water Conservation District Meeting

331 E Cottage Park Drive Suite 1B Cave Junction OR 97523

Monthly Meeting

Thursday, January 26, 2023 6:00 PM PDT

[Join Zoom Meeting https://zoom.us/j/95435099861?pwd=UXNsUEgyT200Ym9ZUVhEa1UvbnFUdz09](https://zoom.us/j/95435099861?pwd=UXNsUEgyT200Ym9ZUVhEa1UvbnFUdz09)

Meeting ID: 954 3509 9861

Passcode: Conserve

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Illinois Valley Soil and Water Conservation District

331 E Cottage Park Dr Suite 1B - P.O. Box 352

Cave Junction, OR 97523 Phone: 541-592-3731

Monthly Board Meeting Agenda January 26, 2023- SWCD Office/ZOOM

- I.** 6:00 PM: Call to Order
- II.** 6:01 PM Swearing in of newly re-elected directors/selection of chairman
- III.** 6:10 PM: Acceptance of Minutes
- IV.** 6:15 PM: Acceptance of Financial Reports
- V.** 6:20 Presentation: Agricultural Drainage Channels
Brittany Mills, ODA
- VI.** 6:40 PM: Old Business
 - a.** Thompson Creek Tract update
 - b.** White Ditch Update
- VII.** 6:50 PM: New Business
 - a.** Bank Signers/check the checks
 - b.** Rogue Basin Region-Wide Initiative (John)
- VIII.** 7:15 PM: Staff and Partnering Agency Reports
 - a.** John's report
 - b.** Cheryl's report
 - c.** Arlyse's Report
- IX.** 7:30 PM Public comments
- X.** 7:45 PM: Adjourn

Meeting Minutes

Meeting Called to Order Thursday December 15, 2022, by Bill Reid, Chairman at 6:02 pm

LIVE ATTENDEES	ZOOM ATTENDEES	ABSENTEES
William Reid	Marcy Sowa	Joy McEwen
Rhett Nelsen		Gene Merrill (WC)
Carol Crawford (WC)		Janice Denney (WC)
Bob Webb		Bob Schmidt
Don Young (WC)		Cheryl Nelson (Staff)
Patty Downing (WC)		John Bellville (Staff)
Katrina Poydack		
Jim Gurley		
Arlyse DeLoyola (Staff)		
Kevin O'Brien (WC Staff)		
Kathy Mechling		
Carol Nelsen		
Tracey Reed		
Effie Brandt		
Chris Hall		
Ted DeLoyola		
Randy White -Jackson SWCD		
Stan Dean, OACD, Jackson SWCD		

SCRIBE

Notes were taken by Arlyse DeLoyola

- **Minutes:** The minutes from the November meeting were presented to the Board for review.
 - **Bob Webb made a motion to approve the minutes for November.**
 - **Rhett Nelsen seconded the motion.**
 - **The motion carried without dissent.**

- **Financials:** The Financial Reports from November 2022 and July- November 2022 were presented to the Board for review.
 - **Jim Gurley made a motion to accept the financial reports.**
 - **Bob Webb seconded that motion.**
 - **The motion carried without dissent.**

OLD BUSINESS

- Thompson Creek Tract
 - Bill asked about progress on the lock. Nothing has happened, so it may be time to cut the other lock off.

NEW BUSINESS

- **Annual Report- Annual Review**

- Arlyse reported that the Annual Reports were in the folders for each director and extra copies were available for others. The Annual Review from the accountant were also available for review by interested parties.

CONTINUING

- **Staff Reports:**

John and Cheryl were unable to attend, but their reports were in the packets.

Arlyse had nothing to add to her written report.

NEXT MEETING

The next meeting is to be held on January 26 at 6:00 pm at the Illinois Valley SWCD Office and via ZOOM.

ADJOURNMENT

The meeting was adjourned at 6:06pm for a dinner break, followed by guest speakers Randy White of Jackson SWCD and Stan Dean also of Jackson SWCD and OACD (Oregon Association of Conservation Districts) and a White Elephant Gift Exchange.

APPROVED MINUTES: _____

DATE: _____

Illinois Valley Soil & Water Conservation District

1/17/2023 2:06 PM

Register: Checking Account

From 12/01/2022 through 12/31/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/07/2022	21038	Cardinal Business Se...	Accounts Payable	784581	4,952.45	X		62,159.02
12/07/2022	21039	Richard W. Brewster	Accounts Payable		6,000.00	X		56,159.02
12/07/2022	21040	Secretary of State	Accounts Payable	Audits Division	150.00	X		56,009.02
12/07/2022	21041	USPS	Accounts Payable	50% po box an...	106.00	X		55,903.02
12/12/2022	debit	VOYA Financial	Accounts Payable		432.26	X		55,470.76
12/12/2022	21042	John Bellville	Accounts Payable	Ice	5.98			55,464.78
12/19/2022	21043	US Cellular	Accounts Payable	951128871	150.29			55,314.49
12/20/2022			Grants Received	Deposit		X	6,509.78	61,824.27
12/22/2022	21044	Umpqua Bank	Umpqua Credit Card	4798 5100 616...	2,099.75	X		59,724.52
12/22/2022	21045	Cardinal Business Se...	Accounts Payable	784581	6,100.79	X		53,623.73
12/22/2022	21046	A+ Storage	Accounts Payable		70.00			53,553.73
12/22/2022	21047	IV DATA CENTER	Accounts Payable		450.00			53,103.73
12/22/2022	21048	IV DATA CENTER	Accounts Payable		21.25			53,082.48
12/22/2022	122322	VOYA Financial	Accounts Payable		517.52	X		52,564.96
12/29/2022	21049	Pacific Source Healt...	Accounts Payable		1,450.00			51,114.96
12/29/2022	21050	Wells Fargo	Accounts Payable	97345735	79.41			51,035.55
12/30/2022			Grants Received	Deposit		X	681.82	51,717.37
12/30/2022	122325	John Bellville	Accounts Payable		263.44			51,453.93

Illinois Valley Soil & Water Conservation District

01/17/23

Balance Sheet

Cash Basis

As of December 31, 2022

	<u>Dec 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	51,453.93
Savings Account - Thompson Crk	231.62
Total Checking/Savings	<u>51,685.55</u>
Total Current Assets	<u>51,685.55</u>
TOTAL ASSETS	<u>51,685.55</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-15.68
Total Accounts Payable	<u>-15.68</u>
Credit Cards	
Umpqua Credit Card	2,273.55
Total Credit Cards	<u>2,273.55</u>
Total Current Liabilities	<u>2,257.87</u>
Total Liabilities	2,257.87
Equity	
Opening Balance Equity	8,402.66
Unrestricted Net Assets	67,185.43
Net Income	-26,160.41
Total Equity	<u>49,427.68</u>
TOTAL LIABILITIES & EQUITY	<u>51,685.55</u>

Illinois Valley Soil & Water Conservation District
Profit & Loss
 December 2022

	Dec 22
Ordinary Income/Expense	
Income	
Employee HB Cont.	164.73
Grants Received	7,191.60
Total Income	7,356.33
Gross Profit	7,356.33
Expense	
Accounting Fees	6,000.00
Contracted Services	2,673.88
Internet Services	284.96
Mileage	51.57
Other	
Copier lease	79.41
Food and water	186.34
Payroll Fees	537.88
Postage/Mailing fees	106.00
Rent Expense	520.00
Taxes	150.00
Telephone	150.29
Website/Internet fees	21.25
Total Other	1,751.17
Retirement Fund Expenses	
Employer Contribution Standard	352.17
Employer Match	143.37
Total Retirement Fund Expenses	495.54
Supplies & Materials	-101.14
Wages and Salaries	
Employee Contributed 457	0.00
Medical Insurance	1,450.00
Wages and Salaries - Other	11,134.33
Total Wages and Salaries	12,584.33
Water Quality Monitoring	
Mileage Reimbursement /Sampling	211.87
Total Water Quality Monitoring	211.87
Total Expense	23,952.18
Net Ordinary Income	-16,595.85
Other Income/Expense	
Other Income	
Interest Income	0.01
Total Other Income	0.01
Net Other Income	0.01
Net Income	-16,595.84

Illinois Valley Soil & Water Conservation District

Profit & Loss

01/17/23

July through December 2022

Cash Basis

	Jul - Dec 22
Ordinary Income/Expense	
Income	
Employee HB Cont.	525.83
Grants Received	99,910.76
Total Income	100,436.59
Gross Profit	100,436.59
Expense	
Accounting Fees	6,000.00
Contracted Services	8,525.88
Equipment & Software	99.99
Internet Services	544.22
Licenses & Permits	450.00
Mileage	503.16
Other	
Advertising	438.79
Copier lease	436.52
Dues & Subscriptions	927.02
Food and water	310.59
Payroll Fees	3,383.25
Postage/Mailing fees	354.97
Printing & Copying	16.00
Rent Expense	2,995.00
Taxes	
Government Ethics Assessment	87.81
Taxes - Other	165.00
Total Taxes	252.81
Telephone	930.60
Website/Internet fees	530.00
Total Other	10,575.55
Reconciliation Discrepancies	0.00
Retirement Fund Expenses	
Employer Contribution Standard	814.42
Employer Match	442.33
Total Retirement Fund Expenses	1,256.75
Supplies & Materials	11,087.32
Training and associated travel	2,537.32
Wages and Salaries	
Employee Contributed 457	719.13
Medical Insurance	9,904.42
Retirement Savings Match	61.21
Wages and Salaries - Other	72,867.77
Total Wages and Salaries	83,552.53
Water Quality Monitoring	
Mileage Reimbursement /Sampling	339.38
Water Quality Monitoring - Other	71.87
Total Water Quality Monitoring	411.25
Total Expense	125,543.97
Net Ordinary Income	-25,107.38
Other Income/Expense	
Other Income	
Interest Income	0.01
Refunds	120.00
Total Other Income	120.01

2:05 PM

Illinois Valley Soil & Water Conservation District

01/17/23

Profit & Loss

Cash Basis

July through December 2022

	<u>Jul - Dec 22</u>
Other Expense	
Fire protection	1,173.04
Total Other Expense	1,173.04
Net Other Income	-1,053.03
Net Income	<u><u>-26,160.41</u></u>

EXPENSES:	ODA Capacity Grant 21-23 (ending 6/30/23)			
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
Wages/Salaries	\$138,476.00	\$48,893.99	\$89,582.91	35%
Contracted Services	\$7,439.00	\$402.50	\$7,036.50	5%
Travel	\$5,300.00	\$2,104.38	\$3,195.62	40%
Supplies/Materials	\$10,202.00	\$1,460.10	\$8,741.90	14%
Other(rent/phones/copier,	\$35,951.00	\$16,361.73	\$19,589.27	46%
Total	\$197,368.00	\$69,221.80	\$128,146.20	35%
Time remaining- 8.5 months				

Actual Cash on hand 1/23 \$34,835.88

EXPENSES:	\G Water Quality Support 22-23(6/30/23)			
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
Wages/Salaries	\$6,950.00	\$1,799.17	\$5,150.83	74%
Contracted Services	\$50,804.00	\$0.00	\$50,804.00	100%
Supplies/Materials	\$6,599.00	\$4,480.78	\$2,118.22	32%
Other	\$600.00	\$0.00	\$600.00	100%
Indirect	\$6,720.00	\$0.00	\$6,720.00	100%
Total	\$71,673.00	\$6,279.95	\$65,393.05	91%

Actual Cash on hand 1/19/23 \$21,028.92

EXPENSES:	BLM Gd Neighbor Auth (Deer Ck Phase 3)			
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
Wages/Salaries	\$7,950.00	\$7,162.39	\$787.61	10%
Contracted Services	\$79,125.00	\$0.00	\$79,125.00	100%
Supplies & Materials	\$1,500.00	\$16.84	\$1,483.16	99%
Travel/Training	\$375.00	\$161.02	\$213.98	57%
Other	\$600.00	\$700.00	-\$100.00	-17%
Post Grant	\$400.00	\$0.00	\$400.00	100%
Total	\$90,000.00	\$8,040.25	\$81,959.75	91%

Actual Cash on hand 10/21 -\$8,040.24

EXPENSES:	White Ditch OWEB		12/31/2022 no	
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
Wages/Salaries	\$5,625.00	\$3,694.35	\$1,930.65	34%
Contracted Services	\$56,050.00	\$35,485.00	\$20,565.00	37%
Supplies/Materials	\$0.00	\$50.00	-\$50.00	
Travel	\$275.00	\$47.47	\$227.53	83%
Indirect	\$6,195.00	\$1,950.00	\$4,245.00	69%
Total	\$68,145.00	\$41,226.82	\$26,918.18	40%

Actual Cash on hand 1/19/23 \$0.00 May not be renewed

EXPENSES:	White Ditch OWRD		12/31/2023	
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
Task 1	\$5,350.00	\$731.35	\$4,618.65	86%
Task 2	\$11,600.00	\$11,600.00	\$0.00	0%
Task 3	\$17,350.00	\$3,935.25	\$13,414.75	77%
Task 4	\$17,350.00	\$1,485.00	\$15,865.00	91%
Task 5	\$12,350.00	\$0.00	\$12,350.00	100%
Total	\$64,000.00	\$17,751.60	\$46,248.40	72%

Actual cash on hand 1/19/23 -\$12.75

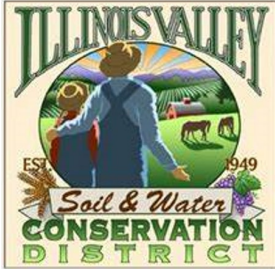
EXPENSES:	IV Collective Mob. Fish/Fire		6/1/2024	
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
Wages/Salaries	\$101,783.00	\$44,875.16	\$56,907.84	56%
Contracted Services	\$6,454.00	\$787.00	\$5,667.00	88%
Travel	\$3,341.00	\$683.26	\$2,657.74	80%
Supplies/materials	\$3,725.00	\$197.66	\$3,527.34	95%
Other	\$250.00	\$0.00	\$250.00	100%
Indirect	\$11,556.00	\$3,659.20	\$7,896.80	68%
Total	\$127,109.00	\$50,202.28	\$76,906.72	61%
	<i>Actual cash on hand 1/19</i>	<i>\$17,933.72</i>		

EXPENSES:	Rounhouse Foundation (IVCMFF)		6/11/2022	
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
Media & marketing	\$10,000.00	\$874.25	\$9,125.75	91%
Total	\$10,000.00	\$874.25		
	<i>Actual cash on hand 1/19</i>	<i>\$9,125.75</i>		

EXPENSES:	RBP/RLF (White Ditch Supplemental)		12/31/2022	
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
Wages/Salaries/travel	\$7,340.71	\$1,874.69	\$5,466.02	74%
Total	\$7,340.71	\$1,874.69	\$5,466.02	74%
	<i>Unsure we will receive??</i>			

EXPENSES:	Joerger WQM Donation			
<i>Category</i>	<i>Total Budgeted</i>	<i>Actual</i>	<i>Remaining</i>	<i>%remaining</i>
WQM Actuvutues	\$10,000.00	\$4,300.38	\$5,699.62	57%
Total	\$10,000.00	\$4,300.38	\$5,699.62	57%
	<i>Actual cash on hand 1/19</i>	<i>\$5,699.62</i>		

EXPENSES:	Unrestricted Funds			
<i>Category</i>				
Unrestricted on hand	<i>Actual cash on hand 10/21</i>	<i>\$7,858.87</i>		

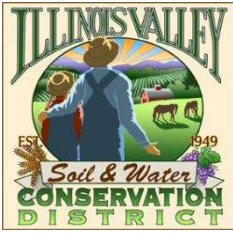


January 2023 Staff Report of the IVSWCD

Happy New Year! I hope that everyone has been having a good start to 2023. If the last few weeks are an indicator, it seems like it is going to be a busy and productive year for the District. Here is the January update:

- **Illinois Valley Water Quality Monitoring**
 - The Illinois Valley now has 3 months of water quality data!
 - The Sampling Analysis Plan (SAP) has been edited and will be reviewed.
 - Kevin and I have met with Bill Joerger a couple of times. He continues to play a very active role in the program and wears many hats (core partner, consultant, developer, and technician). We are planning to have a follow up meeting with him on Wednesday 1/25.
 - We are going to begin the hiring process for seasonal Water Quality Sampling technicians for the April-October season within the next month.
- **Stakeholder Engagement Project**
 - We are still workshopping/beta-testing the TELE mailers and are currently workshopping a logo for IV-FROG.
 - The IV-FROG website (www.iv-frog.org) is still being edited and is available to view online. Feedback is welcome and appreciated.
 - A stakeholder engagement event tentatively titled 'Coffee and Quail' will take place at the Art Gallery in Kerby on March 11. A guest speaker from Klamath Bird Observatory will be presenting.
- **White Ditch** We have a meeting with Bob White scheduled for Friday 1/20/23. Hopefully we can get the ball rolling on the White Ditch Project.
- **Thompson Creek** Mystery solved! Thank you, Bob Webb! We have regained access to the Thompson Creek property.
- **Grants**
 - We have submitted a Post-Fire Recovery Grant to OWEB. This grant would fund restoration work on 6 private properties in Takilma affected by the 2020 Slater Fire. Funds would allow us to conduct restoration activities such as dead tree removal, native vegetation replanting, and stream restoration on approximately 96 acres in total.
 - The OWEB site tour for the Fire Restoration grant went as well as it could, given project team realities (neither Cheryl nor I were able to make the site visit.) I'd like to give a big thanks to Kevin and our project partners. They stepped in and did a fantastic job carrying the torch for the IVSWCD.
 - We were able to re-submit a revised version of the OWEB Partnership TA grant. If funded, it will enable us to develop a strategic plan for IV-FROG.
- **Basin-Wide Stewardship Landscape Level** Kevin and I met with Randy White to discuss plans for a way to potentially transform how stewardship is implemented in the Rogue Basin.

Respectfully,
John Bellville
Conservation Program Manager



STAFF REPORT

Cheryl Nelson,
Engagement Coordinator

IVFROG/IVF+SH

January Haiku

Wind, micro-climates
and storms pack a winter punch.
Cups runneth over.

DATE: From Dec. 2022's Annual Meeting through January 18, 2023

OWEB Stakeholder Engagement Grant (IVCMFF)

- Facilitated IVFROG & IVF+SH January 18 meeting at IV FIRE. Implemented further strategic planning and hosted for the first time a BLM representative, Vince Randall, Acting Grants Pass Field Manager, at the table.
- Met with Rogue Valley Integrated Fire Plan Coordinator, IV Fire and IVCDO's Executive Director to brainstorm on a grant ask for defensible space monies through the Office of the State Fire Marshall – executing a grant due Jan 31st in cooperation with all parties as NGO
- Solicited bids for Silvicultural Prescription Consultation/Post-Fire Recovery P-FR) Site Prep/Seedling Tree Purchasing and Treeplanting in the Slater Fire Scar; solicited letters of support from landowners, contractor to include with request; collated photos documenting site conditions
- Coordinated with OWEB P-FR contact about grant specs – estimated budget 275k
- Worked with John on the Post-Fire Recovery Grant for six landowners in the Takilma area. Submitted Jan. 6 – a substantial 160 pp – conducted site visit and would like to share video of salmon in Long Gulch if time allows at Jan. meeting.
- FAC Net DEIJ Visioning participant.
- Submitted Aim grant 12/16. 75k for fuels reduction
- Interviewed by National Policy Consensus Center regarding Collaborative Forest Landscape Restoration Program to provide input on collaboration on wildfire resiliency work in the greater Rogue Basin.
- Participated in comprehensive survey to identify long-term (20 yr. Strategy for Landscape Resiliency) goals via Oregon Department of Forestry planning.
- A key component of the strategy directed by law is to identify “*communities with capacity and/or a track record for success and innovation, while supporting communities to build capacity*”, referring to the capacity to accomplish landscape resiliency and/or wildfire risk reduction. As part of identifying this capacity, we are seeking to learn about local and regional partnerships and collaboratives engaged in landscape resiliency and/or wildfire risk reduction, and to recognize differences in what's taking place and needed in diverse ecological contexts around the state.

T.E.L.E. (Tools for Engaging Landowners Effectively)

- Continued T.E.L.E. message development working with John on E-invite and/or Direct Mail campaign for upcoming event.
- Logo development.
- IV News Letter to Editor



Staff Report

Office Manager

Arlyse DeLoyola

January 2023

GENERAL ADMIN

- Payroll submitted
- Payroll accrual tracked.
- Grant specific expense tracking in QuickBooks and Excel.
- Preparations for board meeting (pre-meeting packet assembly, QB reporting, coordinating agenda, minutes).
- Kept up with partnering agencies' newsletters and memos.
- Reconciled QB accounts for December
- Emails

This month has been all about catching up funds requests. We have requested and received deposits on several grants- a much needed "shot in the arm" for our bank account.

I plan to have a grant check-in in this packet for you since it is a new quarter. We have just two left in this biennium!

John and I have worked together to submit quarterly reports for Scope of Work and the Oregon Water Resources (OWRD) White Ditch grant. We also requested and received another extension on that grant and hope to revive activity on that project this quarter. We were unable to extend the Oregon Water Enhancement Board (OWEB) grant on that project, but our OWEB Project Manager is investigating other options.

We are also beginning work on budgeting for the 2023-2025 Biennium. Time to dust off the crystal ball!

We ordered a cabinet to store the water quality monitoring supplies, which were starting to take up too much floor space in the inner office. Hopefully, we'll have it together by the time the meeting starts. This should improve safety and security.

Happy 2023!

Arlyse