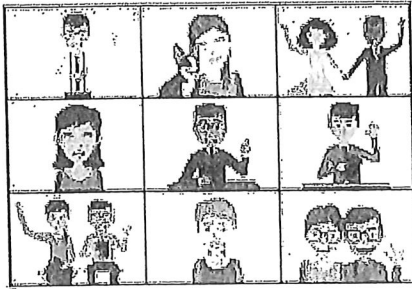


# Illinois Valley Soil & Water Conservation District

## Regular Bi-Monthly Meeting



Thursday, August 26<sup>th</sup>, 2021

6:00 pm

ZOOM and IVSWCD Office

331 E Cottage Park Dr Suite 1B

Cave Junction, OR 97523

Join Zoom Meeting

<https://zoom.us/j/95435099861?pwd=UXNsUEgyT200Ym9ZUVhEa1UvbnFUdz09>

Meeting ID: 954 3509 9861

Passcode: Conserve

One tap mobile

+13462487799,,95435099861#,,,,\*21861768# US (Houston)

+16699006833,,95435099861#,,,,\*21861768# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

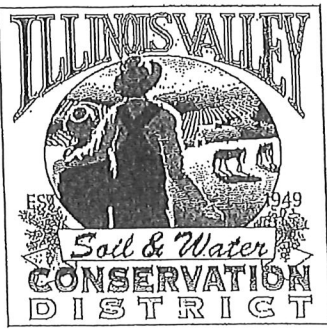
+1 301 715 8592 US (Washington D.C)

Meeting ID: 954 3509 9861

Passcode: 21861768

Find your local number: <https://zoom.us/j/ab7y7ctjWv>

**Please note: The common areas of the building should be carpeted for this meeting, so if everyone attends in person, we can move the meeting out of the cramped office.**



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

## Bi-Monthly Board Meeting Agenda August 26, 2021- SWCD Conference Room/ZOOM

- I. 6:00 PM: Call to Order
- II. 6:05: Acceptance of Minutes
- III. 6:30 PM: Acceptance of Financial Reports
- IV. 6:35 PM: Old Business
  - a. Water Quality Subcommittee- action item-tie in with WC
  - b. Farmer's Market
  - c. Hiring committee report- Introduction of Community Organizer
- V. 6:55 PM: New Business
  - a. LAC\* action item
  - b. Resolution to hold annual meeting in December
  - c. MOA\* with NRCS\*
  - d. Advocacy Policy
  - e. Water Quality Monitoring
- VI. 7:10 PM: Staff and Partnering Agency Reports
  - a. David Ferguson- NRCS\* report on local activity
  - b. Tracey's report
  - c. Chris' report
  - d. Arlyse's Report
- VII. 7:10 PM: Public Comments
- VIII. 7:15 PM: Adjourn

*\*LAC- Local (water quality)Advisory  
Committee  
MOA-Memorandum of Agreement  
NRCS- Natural Resources Conservation Service*

## Meeting Minutes

Meeting Called to Order Thursday June 24,2021 by Bill Reid, Chairman at 6:04 pm

### LIVE ATTENDEES

### ZOOM ATTENDEES

### ABSENTEES

Bill Reid	Tracey Reed (Staff)	Joy McEwen (WC)
Janice Denney (WC)	Jim Gurley	Don Young (WC)
Katrina Poydack	Gene Merrill (WC)	Rhett Nelsen
Bob Webb		Alex Ponder (WC)
Janice Denney (WC)		
Bob Schmidt		
Marcy Sowa		
Carol Crawford (WC)		
Patty Downing (WC)		
Kevin O'Brien (Staff)		
Arlyse DeLoyola (Staff)		

### SCRIBE

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Notes were taken by Arlyse DeLoyola

- **Minutes:** The minutes from the April meeting were presented to the Board for review.
  - **Bob Webb made a motion to approve the minutes for April.**
  - **Bob Schmidt seconded that motion.**
  - **The motion carried without dissent.**
- **Financials:** The Financial Reports from July 1, 2020– May 31,2021 were presented to the Board for review.
  - **Bob Schmidt made a motion to accept the financial reports.**
  - **Bob Webb seconded that motion.**
  - **The motion carried without dissent.**

### OLD BUSINESS

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- **White Ditch Contract meeting results**  
Tracey reported on the meeting with the water rights examiner/surveyor. He will provide some of the information needed to the engineer, whose work may be scaled back until the landowners can form some sort of legal association prior to any real design work being done. She also stated she had met with several landowners along with representatives from NRCS. She and Angie are planning to ask the funders to change the focus of the rest of the work to helping the landowners organize.
- **Water Quality Subcommittee-** report tabled to after discussion with guest speaker.

### GUEST SPEAKER

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- Josephine County Commissioner, Darin Fowler was introduced to the attendees. He was in attendance to discuss water concerns around the many illegal cannabis grows in our watershed. He was recently in a small plane, surveying the area and was shocked at the escalation of grows and the many greenhouses that

have sprouted up. He mentioned Lily Morgan's hard work in fighting for HB3000 to pass the state legislature. He said this would double the funding to Josephine County for enforcement and bring some of the marijuana tax dollars to where the crop is produced, rather than just where it is sold. He is also proposing an additional fee for out-of-state landowners of \$180 per property per year. He is working toward giving Code Enforcement the authority to issue citations. Members of the audience posed the question, "What can we do to fix these issues?" His response was to keep calling Code Enforcement, the JMET team and emailing commissioners and legislators. He said we "have Salem's ear now" so we need to keep reporting. He also encouraged ZOOM attendance of the County Commission meetings and making public comments at those meetings. Public comment drives change. He gave his email out for our group to stay in touch.

#### **OLD BUSINESS** (continued)

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- **Water Subcommittee**

A report on the activity of the Water Subcommittee of the watershed Council was given. Reporters were Marcy Sowa and Patty Downing. (report is part of the official minutes) Discussion was held. Tracey responded that she has been completely forthcoming, and her draft of the proposed job posting was created without input from any potential candidates. She stated that parts of the report were inaccurate. Chairman Reid reminded all that we must avoid bias and he stated that he will be involved in any hiring process. Jim Gurley pointed out that cannabis actually requires less water than alfalfa, so we must be careful not to demonize farmers of this legal crop. Marcy agreed we need to find out "who is who" for enforcement of the laws.

Commissioner Fowler was excused from the meeting with thanks.

- **Farmer's Market**

The water subcommittee suggested that we table at the Farmer's market this summer. Arlyse created a volunteer schedule which was passed around. The first scheduled event is July 9<sup>th</sup>. Staff will work on preparing for the event.

- **A motion was made by Bob Webb to hire a community organizer, posting the job for a minimum of ten (10) business days which can be extended by the board of directors.**
- **Bob Schmidt seconded the motion.**
- **Discussion was held.**
- **The motion was approved without dissent.**

#### **NEW BUSINESS**

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- **Capacity Budget 2021-2022**

- Discussion on the Capacity Budget for next year was held.
- **A motion was made by Katrina Poydack to approve the Capacity Budget**
- **That motion was seconded by Marcy Sowa**
- **The motion was approved without dissent.**
- The annual work plan was presented by Tracey Reed and discussed.
- **A motion was made by Bob Webb to approve the Annual Work Plan**
- **The motion was seconded by Bob Schmidt**
- **The motion passed without dissent.**
- Some on the board asked for a list of acronym definitions. Tracey said she would compile one for them and would be mindful to define them when reporting. Members also commented on the meeting space in the office being too small. Patty suggested we look not Siskiyou Clinic as an option.

#### **CONTINUING**

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- **Staff and partnering agency reports were presented to the board:**

Tracey reviewed her report, mentioning again the eight site visits for White Ditch and her meetings with NRCS (Natural Resources Conservation Service) and OWRD (Oregon Water Resource Department)

Arlyse reviewed her report and stated that Brewster accounting has been retained for the review, but a Report in Lieu of audit is all that will need to be done and that deadline is September 28<sup>th</sup>.

**NEXT MEETING**

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

**ADJOURNMENT**

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**Adjournment: The meeting was adjourned at 7:45 pm**

APPROVED MINUTES: \_\_\_\_\_

DATE: \_\_\_\_\_

Illinois Valley Soil & Water Conservation District  
**Profit & Loss**  
June through July 2021

	<u>Jun - Jul 21</u>
Ordinary Income/Expense	
Income	
Employee HB Cont.	12.40
Grants Received	2,510.57
Total Income	<u>2,522.97</u>
Gross Profit	2,522.97
Expense	
Contracted Services	1,087.50
Internet Services	101.94
Meeting Expense	
Building rental	230.00
Total Meeting Expense	230.00
Other	
Advertising	180.60
Copier lease	135.86
Dues & Subscriptions	527.55
Payroll Fees	58.63
Postage/Mailing fees	111.85
Printing & Copying	67.32
Rent Expense	900.00
Telephone	149.68
Website/Internet fees	228.13
Total Other	2,359.62
Supplies & Materials	3,325.43
Wages and Salaries	
Medical Insurance	89.46
Wages and Salaries - Other	4,915.66
Total Wages and Salaries	<u>5,005.12</u>
Total Expense	<u>12,109.61</u>
Net Ordinary Income	-9,586.64
Other Income/Expense	
Other Income	
Refunds	3,971.25
Total Other Income	<u>3,971.25</u>
Net Other Income	3,971.25
Net Income	<u><u>-5,615.39</u></u>

M  
21  
Basis

Illinois Valley Soil & Water Conservation District

Profit & Loss

July 2020 through June 2021

Y

	Jul '20 - Jun 21
Ordinary Income/Expense	
Income	
Donations	0.00
Employee HB Cont.	0.00
Grants Received	108,096.12
Other Revenue	678.39
Total Income	108,774.51
Gross Profit	108,774.51
Expense	
Accounting Fees	1,750.00
Contracted Services	8,141.20
Equipment & Software	5,687.85
Insurance	
General Liability Insurance	2,260.00
Total Insurance	2,260.00
Internet Services	352.88
Mileage	190.38
Other	
Advertising	96.00
Copier lease	62.32
Dues & Subscriptions	505.00
Postage/Mailing fees	203.65
Power and Electric	137.53
Printing & Copying	844.29
Rent Expense	4,433.48
Taxes	369.32
Telephone	979.76
Website/Internet fees	4,803.06
Total Other	12,434.41
Reconciliation Discrepancies	0.00
Supplies & Materials	4,152.33
Training and associated travel	160.65
Wages and Salaries	
Medical Insurance	617.35
Wages and Salaries - Other	23,700.08
Total Wages and Salaries	24,317.43
Total Expense	59,447.13
Net Ordinary Income	49,327.38
Other Income/Expense	
Other Income	
Interest Income	0.07
Refunds	5,140.25
Reimbursement	-69.67
Total Other Income	5,070.65
Other Expense	
Fire protection	959.73
Total Other Expense	959.73
Net Other Income	4,110.92
Net Income	53,438.30

Illinois Valley Soil & Water Conservation District

Profit & Loss

July 2019 through June 2021

Biennium

	Jul '19 - Jun 21
Ordinary Income/Expense	
Income	
Donations	0.00
Employee HB Cont.	1,292.50
Fundraising	
Plant Sale Revenue	736.00
Total Fundraising	736.00
Grants Received	263,693.87
In-Kind Contributions	0.00
Other Revenue	678.39
Plant Sale	20.00
Sale of Asset	3,000.00
Small Grant 06-18-012 Knopf CC	13,498.00
Total Income	282,918.76
Gross Profit	282,918.76
Expense	
Accounting Fees	3,600.00
Bank Fees	159.31
Contracted Services	
RARE Program	5,875.00
Contracted Services - Other	75,076.50
Total Contracted Services	80,951.50
Equipment & Software	5,710.35
Insurance	
General Liability Insurance	4,310.00
Total Insurance	4,310.00
Internet Services	676.62
Licenses & Permits	550.00
Mileage	2,268.00
Other	
Advertising	218.00
Copier lease	62.32
Dues & Subscriptions	2,514.32
Food and water	135.50
Postage/Mailing fees	370.90
Power and Electric	694.85
Printing & Copying	1,376.49
Rent Expense	7,448.48
Taxes	369.32
Telephone	2,377.85
Website/Internet fees	5,483.02
Total Other	21,051.05
Reconciliation Discrepancies	0.00
Supplies & Materials	5,249.91
Training and associated travel	281.40
Transfer of Funds	-0.08
Vehicle gas	7.72
Vehicle Maintenance	171.99
Wages and Salaries	
Medical Insurance	5,947.50
Wages and Salaries - Other	66,201.43
Total Wages and Salaries	72,148.93
Total Expense	197,136.70
Net Ordinary Income	85,782.06



1:09 PM  
08/17/21  
Cash Basis

Illinois Valley Soil & Water Conservation District  
**Profit & Loss**  
July 2019 through June 2021

	<u>Jul '19 - Jun 21</u>
Other Income/Expense	
Other Income	
Interest Income	0.10
Refunds	5,627.62
Reimbursement	-69.75
Total Other Income	<u>5,557.97</u>
Other Expense	
Fire protection	1,816.48
Total Other Expense	<u>1,816.48</u>
Net Other Income	<u>3,741.49</u>
Net Income	<u><u>89,523.55</u></u>

12:09 PM  
08/03/21  
Cash Basis

Illinois Valley Soil & Water Conservation District  
**Balance Sheet**  
As of July 31, 2021

	<u>Jul 31, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking Account	80,902.44
Savings Account - Thompson Crk	231.56
Total Checking/Savings	<u>81,134.00</u>
Total Current Assets	<u>81,134.00</u>
<b>TOTAL ASSETS</b>	<u><u>81,134.00</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Credit Cards	
Umpqua Credit Card	55.47
Total Credit Cards	<u>55.47</u>
Total Current Liabilities	<u>55.47</u>
Total Liabilities	55.47
Equity	
Opening Balance Equity	8,402.66
Unrestricted Net Assets	77,872.06
Net Income	-5,196.19
Total Equity	<u>81,078.53</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>81,134.00</u></u>

Register: Checking Account

From 06/01/2021 through 07/31/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/01/2021	20736	Pacific Source Healt...	Accounts Payable	Amount withel...	89.46	X		86,372.90
06/01/2021	20737	Wells Fargo	Accounts Payable	97345735	67.32	X		86,305.58
06/01/2021	20738	Boudro Enterprises, ...	Accounts Payable		363.75	X		85,941.83
06/03/2021			Grants Received	Deposit		X	112.50	86,054.33
06/03/2021	20739	Staples	Accounts Payable	LA 1041286	69.96	X		85,984.37
06/07/2021			-split-	Deposit		X	3,600.00	89,584.37
06/07/2021	20740	K-LOG Inc	Accounts Payable	communication...	3,200.00	X		86,384.37
06/08/2021			Grants Received	Deposit		X	2,398.07	88,782.44
06/09/2021	20741	Cardinal Business Se...	Accounts Payable	784581	847.83	X		87,934.61
06/10/2021			Refunds	Deposit		X	371.25	88,305.86
06/10/2021	20742	IV DATA CENTER	Accounts Payable	July Rent	600.00	X		87,705.86
06/10/2021	20743	Illinois Valley Water...	Accounts Payable	half of 9 month...	185.63	X		87,520.23
06/15/2021	20744	Staples	Accounts Payable	VOID: LA 104...		X		87,520.23
06/21/2021	20745	Umpqua Bank	Umpqua Credit Card	4798 5100 616...	162.82	X		87,357.41
06/21/2021	20746	IV DATA CENTER	Accounts Payable	50% Internet J...	21.25	X		87,336.16
06/23/2021	20747	Cardinal Business Se...	Accounts Payable	784581	1,130.89	X		86,205.27
06/28/2021	20748	US Cellular	Accounts Payable	951128871	74.79	X		86,130.48
06/28/2021	20749	Wells Fargo	Accounts Payable	97345735	62.32	X		86,068.16
07/06/2021	20750	Boudro Enterprises, ...	Accounts Payable	June hours	723.75	X		85,344.41
07/08/2021	20751	Cardinal Business Se...	Accounts Payable	784581	1,719.40	X		83,625.01
07/20/2021	20752	Illinois Valley News	Accounts Payable	community org...	27.60	X		83,597.41
07/21/2021	20753	IV DATA CENTER	Accounts Payable	50% August In...	21.25	X		83,576.16
07/22/2021	20754	Cardinal Business Se...	Accounts Payable	784581	1,263.77	X		82,312.39
07/22/2021	20755	IV DATA CENTER	Accounts Payable		300.00			82,012.39
07/22/2021	20756	OACD	Accounts Payable	Annual membe...	527.55			81,484.84
07/26/2021	20757	Umpqua Bank	Umpqua Credit Card	4798 5100 616...	203.97			81,280.87
07/27/2021	20758	US Cellular	Accounts Payable	951128871	74.89			81,205.98
07/28/2021	20759	Wells Fargo	Accounts Payable	97345735	73.54			81,132.44
07/28/2021	20760	The Dome School	Accounts Payable	deposit on mee...	230.00			80,902.44

**Illinois Valley Soil & Water Conservation District**  
**Profit & Loss by Class- ODA Capacity 19-21**  
 July 2019 through July 2021

	ODA DO 19-21	ODA SOW 19-21	TOTAL
Ordinary Income/Expense			
Income			
Employee HB Cont.	446.92	935.39	1,382.31
Grants Received	49,989.50	116,640.00	166,629.50
Total Income	50,436.42	117,575.39	168,011.81
Gross Profit	50,436.42	117,575.39	168,011.81
Expense			
Accounting Fees	3,600.00	0.00	3,600.00
Bank Fees	1.69	0.00	1.69
Contracted Services			
RARE Program	0.00	1,750.00	1,750.00
Contracted Services - Other	0.00	1,969.00	1,969.00
Total Contracted Services	0.00	3,719.00	3,719.00
Equipment & Software	22.50	0.00	22.50
Insurance			
General Liability Insurance	4,310.00	0.00	4,310.00
Total Insurance	4,310.00	0.00	4,310.00
Internet Services	323.74	0.00	323.74
Meeting Expense			
Building rental	230.00	0.00	230.00
Total Meeting Expense	230.00	0.00	230.00
Mileage	226.66	1,383.58	1,610.24
Other			
Advertising	302.60	96.00	398.60
Copier lease	135.86	0.00	135.86
Dues & Subscriptions	2,875.87	0.00	2,875.87
Food and water	104.75	0.00	104.75
Payroll Fees	45.69	0.00	45.69
Postage/Mailing fees	324.15	0.00	324.15
Power and Electric	628.70	0.00	628.70
Printing & Copying	1,312.99	0.00	1,312.99
Rent Expense	6,969.48	79.00	7,048.48
Taxes	369.32	0.00	369.32
Telephone	2,105.25	0.00	2,105.25
Website/Internet fees	1,702.22	0.00	1,702.22
Total Other	16,876.88	175.00	17,051.88
Supplies & Materials	1,290.23	0.00	1,290.23
Training and associated travel	75.00	206.40	281.40
Vehicle gas	21.72	0.00	21.72
Vehicle Maintenance	171.99	0.00	171.99
Wages and Salaries			
Medical Insurance	0.00	5,947.50	5,947.50
Wages and Salaries - Other	8,082.27	54,878.55	62,960.82
Total Wages and Salaries	8,082.27	60,826.05	68,908.32
Total Expense	35,232.68	66,310.03	101,542.71
Net Ordinary Income	15,203.74	51,265.36	66,469.10
Other Income/Expense			
Other Income			
Refunds	421.25	3,969.00	4,390.25
Reimbursement	-13.98	80.33	66.35
Total Other Income	407.27	4,049.33	4,456.60
Other Expense			

Illinois Valley Soil & Water Conservation District  
Profit & Loss by Class- ODA Capacity 19-21  
July 2019 through July 2021

	<u>ODA DO 19-21</u>	<u>ODA SOW 19-21</u>	<u>TOTAL</u>
Fire protection	<u>1,816.48</u>	<u>0.00</u>	<u>1,816.48</u>
Total Other Expense	<u>1,816.48</u>	<u>0.00</u>	<u>1,816.48</u>
Net Other Income	<u>-1,409.21</u>	<u>4,049.33</u>	<u>2,640.12</u>
Net Income	<u><u>13,794.53</u></u>	<u><u>55,314.69</u></u>	<u><u>69,109.22</u></u>

Grant extended until  
Dec. 31, 2021 or when  
used, prior to that date.

## **Interested in serving on a Local Water Quality Advisory Committee?**

The Oregon Department of Agriculture is looking for individuals with a high level of citizen involvement for the review and implementation of the Inland Rogue Agricultural Water Quality Management Area Plan and Rules (Area Plan and Rules). The local advisory committee's responsibilities include biennial participation in: updating and revising the Area Plan and Rules; recommendation of strategies to achieve water quality goals and objectives in the Area Plan; and review the progress of implementation of the Area Plan and Rules, including enforcement actions taken and requests for alternate measures.

The local advisory committee shall be composed primarily of ranchers/landowners in the affected agricultural water quality management area. Membership may include, but is not limited to:

- State Board of Agriculture representatives;
- Persons serving on local soil and water conservation districts;
- Private landowners;
- Representatives of local, state and federal boards, commissions and agencies;
- Members of Tribes;
- Members of the public;
- Persons associated with industry;
- Members of academic, scientific and professional communities;
- Public and special interest groups.

The Agricultural Water Quality Management Act, approved by the 1993 Oregon Legislature, directed the Oregon Department of Agriculture (ODA) to help reduce water pollution from agricultural sources and improve overall conditions in Oregon's watersheds. In response to this legislation, ODA worked with LACs and local Soil and Water Conservation Districts (SWCDs) to develop Agricultural Water Quality Management Area Plans and Rules for 38 Management Areas in Oregon. ODA adopted the Agricultural Water Quality Management Area Plan and Rules in with extensive input from the LAC and the SWCD.

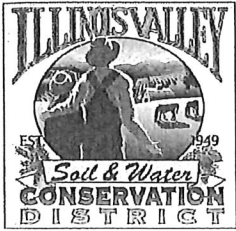
The goals and objectives of Area Plans and Rules must be linked to overall state goals under the Oregon Plan for Salmon and Watersheds to improve water quality and support all beneficial uses of water. Area Plans list water quality concerns within the Management Area and describe strategies to prevent and control water pollution from agricultural activities and soil erosion. Area Rules address each of the water quality concerns identified within a Management Area and also reference an existing state statute regarding water pollution.

Members of the LAC fill an important role by participating in biennial reviews, which occur

every two years. Biennial review meetings typically include presentations from the local SWCD and ODA staff on Area Plan and Rules implementation activities, such as outreach and education, on-the ground water quality improvement projects, and compliance investigations. These reviews may also include revisions to the Area Plan. By accepting this appointment as an LAC member, you may assist during this update and during future reviews with development or revisions to Area Rules that regulate agriculture for water quality purposes in the Management Area.

For more information please contact:

Beth Pietrzak at the Oregon Department of Agriculture at (541) 414-8797 or by email at [epietrzak@oda.state.or.us](mailto:epietrzak@oda.state.or.us)



# IVSWCD Staff Report

**Tracey Reed**

**August 18, 2021**

## ODA (OR Department of Agriculture) Scope of Work (SOW) – Capacity & AgWQ Funding

### **1. Community and Landowner Engagement**

- Communication with new volunteer contact (Julia Watson; reached out via the Illinois Valley Web volunteer connector)
- Assist with update to the water resources call list
- Assist with planning, logistics, set up, and presentations at first AgWQ Town Hall organized by Chris Hall
- Contribute to radio airing of AgWQ Town Hall meeting
- Research River Network community leadership in rural water, program resources

### **2. Technical Assistance (TA)**

- Respond to old request for TA via email; water user in White Ditch area seeking information about his dry junior water right.

### **5. Partnerships**

- Small Grant Team – signed off on bylaws to participate during new biennium
- NRCS – distribute information re: renewal of MOU (Memorandum of Understanding)
- Friends of Eel River – discussion at water subcommittee of their cannabis/hemp best practices program and advocacy

### **6. Training**

- None during this period

### **7. Other Activities**

- attend staff meetings and June board meeting
- manage email inbox including partner correspondence and industry news
- organize digital files
- communication and research re: reports on unsafe swimming conditions in Illinois River
- review and discuss advocacy policy from OACD (Oregon Association of Conservation Districts)

### **8. SOW development, tracking, reporting**

- weekly and monthly staff reports, mileage and timesheets
- submit final quarterly SOW & FA reports for 2019-21 biennium (Scope of Work and Focus Area)
- completed and submitted PCSRF (Pacific Coast Salmon Recovery Fund) report for end of biennium
- coordinate with Angie and Arlyse on preparing and submitting application for 2021-2023 ODA capacity funding (SOW & District Operations)
  - prepare annual work plan for board approval
  - complete grant proposal fields in OWEB online grant portal
- work with IVWC water subcommittee and board president for input on Community Organizer job description and list the position opening online,
- Community Organizer orientation
- Communication with Beth Pietrzak, our regional AgWQ specialist
- Call with Ellen Hammond of ODA re: water quality monitoring design for using SOW funds.

**Stakeholder Engagement proposal:** unlikely to be funded based on preliminary report on grant rankings and funding availability.

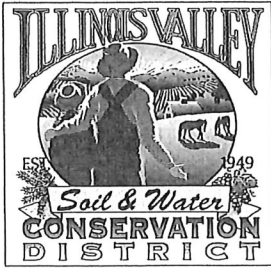
Small Grants

**Goff** – phoned to check in on progress and requested check-in when it's started. He's making compost to be used on riparian plantings but has not begun fencing or irrigation/watering infrastructure. He has 2 years to complete the project.

White Ditch -

- Meet with OWRD (Water Resources Dept) regarding white ditch project 2x
- Communicate with partner stakeholders and Angie
- Organize results of water rights research, identify outstanding questions
- Communicate with landowners with phone calls
- Site visit with Orasco (1<sup>st</sup> meeting) and Sowell (re: historic Point Of Use transfer)
- Planning for irrigation association workshop with attorney; partnership with RBP (Rogue Basin Partnership)
- Coordinate with RBP on spending plan for RLF grant (Resources Legacy Fund)
- Contractor Scott Fein has been at times difficult to communicate with; trying to schedule meeting with him.
- Search county clerk records for historic evidence of an existing ditch association for white ditch.





## IV SWCD August 2021 Staff Report for Christopher Hall

Prepared August 18, 2021

Prior to 7/22/2021: Created and drafted the 8-page Strategic Plan "Water Use & Community Well-Being" and began following it closely;

7/22/2021: IVWC Board Meeting on 7/22/2021;

7/23/2021: Research and acquire camera rental/ had 20 min. and 5 min. calls with Sheriff discussing the state of the land they bust and planning for an airplane/ Reading SWCD Guidebook & relevant ORS 568.550 planning;

7/24/2021: Announce the Agricultural Water quality initiative on Facebook CCACC/ Assess ways the work with the IVWC subcommittee on water quality/ Announce the town halls and community outreach on Facebook CCACC;

7/26/2021: Work on town halls/ planning for video from plane/ set up office computer and email;

7/27/2021: Work on town halls -- facilities and facilitator at the Dome School/ plan for 2 guests (Eel River & Stan Dean) at IVWC subcommittee, arrange the pilot, video rental and use, RVCOG GIS use (spoke extensively with Nikki Hart-Brinkley)/ Install GIS on office computer, organize office email/ GIS Tutorial – *ARC Map*, *ARC Catalog*;

7/28/2021: Work on town halls agenda and confirm Aug 14 at IV Fire, Aug. 17 at Dome School/ work on securing plane and video tentatively for Sat. July 31 and make up detailed flight map (moved flight to Monday, Aug. 2)/ considerable work on GIS setup, more computer setup, Cardinal services setup;

7/29/2021: Set up flight time and rental for this Monday morning at 7am – pick up video and recorder rental Friday at noon/ continue working on town hall agenda and structure the 2 hour event/ meet with Smith Sawyer/ White School House Rd. landowners (Stepha Barnes) over their exasperation with the negative impacts they experience due to neighbor's (Jose Orozco) water and land use/ finalize both town hall contracts/ finalized draft agenda for town halls/ wrote up press release for review;

7/30/2021: Design IV News ad in Adobe Illustrator, send out for review/ travelled to GP to get video equipment rental and discuss use/ operated camera and external recorder to begin familiarizing myself with equipment/ finalized Aug 2, 9, and 16 agendas for IVWC subcommittee;

8/01/2021: Familiarize myself with the equipment, workout what the field angle is based on focal length of the lens and the sizer of the CMOS chip, identify what altitude to fly at in order to shoot 1 mile wide (Trigonometry...ugh!), charge video camera and recorder's 6 large batteries;

8/03/2021: Gather equipment, travel to Airport at 6 am, fly to the IV and video entire IV by north-south grid, return, download video onto hard drive, label and rename every file by geographic location and

work out the process in Adobe Premiere to extract stills and enhance them and file them in photoshop;

8/03/2021: Meet with Eliot on planning town halls/ make up a large map of the IV and layout 60 individual flight files/ catch up with Arlyse, speak with Ryan Wargin –a walk-in constituent, and briefly meet with Bill;

8/04/2021: Layout flight files on map (ongoing...);

8/05/2021: Layout flight files on map, make map grid, and plan the video to photo to map process;

8/06/2021: Work on mapping greenhouses (ongoing...);

8/07/2021: Promote the 2 town halls everywhere/ Train on GIS;

8/08/2021: ARC GIS map building/ training – made a JoCo map with orthographic image and cut out HUC-8 IV River Basin in prep for importing vector data of cannabis/ hemp grows;

8/09/2021: Prep for IVWC Subcommittee meeting/ work on mapping greenhouses;

8/10/2021: Map the IV & greenhouses/ attended meeting with host Jake Johnstone, SoOre OWRD;

8/11/2021: Prepared for Town hall #1, including tech zoom, agenda, files, went to storage for equipment, designed a glossy “Who To Call” color tri-fold for the public, further work on facebook & email promotions;

8/12/2021: Prepared for meeting with Ellen Hammond with ODA, and had a meeting with her and Tracey on the process for applying for funds to set up and conduct a water testing program in the IV / Prepared for Town hall #1, bought supplies at Staples, worked on tech for a complicated Zoom portion of the meeting, worked on the agenda, other files, promotions;

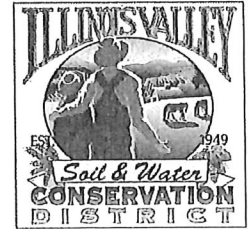
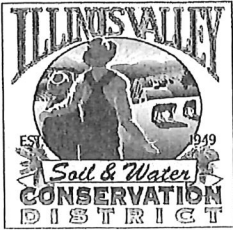
8/13/2021: Prepared for Town hall #1, finalized and printed agenda, questions, files, on-line forms, worked on promotions, picked up sound system;

8/14/2021: Prepare, set up, run, and strike Town hall #1 at the IV Firehouse;

8/15/2021: Selected image from video, prepared it in photoshop and sent to IV News for their headline feature article in the Wed. Aug. 18 paper;

8/16/2021: Prepare for IVWC subcommittee meeting, hold subcommittee meeting/ Collate and database the pile of notes from the town hall meeting;

8/17/2021: Promote the Ag Water Quality initiative in social media (make the short video based on the Q Bar X bust and share – got big response), plan for town hall #2, attend the press conference with the sheriff and ask questions on what he found regarding water extraction, waste, riparian damage, etc., prepare aerial imagery for the press on the Q Bar X bust, run town hall #2 at the TCB in Takilma that evening;



**Arlyse DeLoyola**  
*Office Manager | Staff Report*  
August 2021~ IVSWCD

**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 month of June and July. Filed all receipts and checks from both after Katrina checked them.
- Voicemails, email and phone calls.
- Served on hiring committee and processed new employee

The end of the biennium brings a flurry of activity. I have spent some time on the phone with Debra from Brewster Accounting and we are ready to file the Report-In-Lieu of Audit as soon as Bill signs it. That is seven weeks ahead of the deadline!

This year, despite it being the end of the biennium, was much smoother to close out than the previous two. Next year should be even better.

Carpet has been installed in the common area of our building. What a difference flooring makes. I am sure those of you who attend the meeting in person will appreciate how much better everything looks. Once we can meet 100% in person, we can easily use the lobby area for a more comfortable meeting.

Masks will be required again for those attending the meeting live, vaccinated or not.

I will not be in attendance at the October meeting as it falls during my annual convention, which so far, is still scheduled to happen. I will have all of the meeting packet items out a bit early and I will need a volunteer to take minutes. That said, I have placed on the agenda an action item for a resolution to hold our annual meeting in December so that it won't have to be done at the October meeting.

I am scheduled to attend an SDAO Risk management Training in October. I am looking forward to learning some new tricks.

Arlyse

