



## DESCHUTES COUNTY SOIL & WATER CONSERVATION DISTRICT

Board Meeting Minutes – February 15<sup>th</sup>, 2024

Meeting location: Zoom

### Current Board Members

Director Zone 1 (Redmond)	Amy Hensley
Director Zone 2 (Sisters)	William Kuhn
Director Zone 3 (Tumalo)	Jeff Rola, Co-Chair
Director Zone 4 (Alfalpa)	James Warren, Co-Chair
Director Zone 5 (South County & La Pine)	Andrew Aasen, Treasurer
Director At-Large #1	Robin Vora, Secretary
Director At-Large #2	Brian Lepore

Directors present: Amy Hensley, William Kuhn, Jeff Rola, James Warren, Andrew Aasen, Brian Lepore

Staff present: Erin Kilcullen, General Manager; Todd Peplin, Lead Planner; Jena Thomas, Programs & Operations Coordinator

Agency attendees: Lars Santana; NRCS District Conservationist, Dr. Stu Garret; ECAS

Other attendees:

See Website for acronym descriptions:

<https://www.deschuteswcd.org/files/ede6f9a58/Acronym+Glossary.pdf>

### Order of business:

1. Call to Order & Introductions: The meeting was called to order at 6:03pm; all attendees introduced themselves.
2. Public Comments: None.
3. Agency Reports
  - a. NRCS
    - Lars attended the DSWCD's partner meetings over the past month. NRCS hired a new archaeologist. There are now 2 archaeologists in the basin, which helps increase NRCS' capacity to implement projects on the ground. They are also hiring a new programs assistant who Lars will be supervising. They start on the 26<sup>th</sup> of February. NRCS is ranking applications for the FY 24 and will be finishing at the end of the month. The local work group meeting is being held on February 27<sup>th</sup> at Redmond Hall.
4. Program Updates: See Exhibit A.
5. Action Items
  - a. District Unrestricted Funds
    - Erin believes the district has sufficient unrestricted funds available through grant admin fees to pay for a research poll.
  - b. DSWCD Awareness Campaign
    - Editorials in newspapers, marketing of District

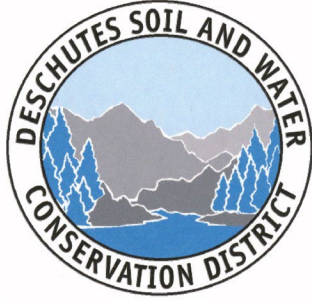
- c. District Enhancement Committee Strategic Plan Review and Discussion
    - Partner meetings review
      - Erin and Jena will review the partner meetings in more detail at the March Board meeting. They are currently working on summarizing these meetings. Next steps include developing a timeline and setting up one on one meetings with cities and county officials
  - d. Contact and hire survey companies – take a vote
    - DHM research will cost \$28,000 - \$34,000 and take 10-12 weeks to complete their polling and get results. DCG research is a much more cost-effective option, but they are not as experienced in working with conservation districts. The board requests Erin do further research into a third option that may be equipped to serve the district with less financial investment. She will host a follow up meeting with Board Members and a vote will be taken to decide if polling will proceed.
6. Approval of Meeting Minutes:
- a. **Motion #1 made by William Kuhn, seconded by James Warren to approve the January 2024 board meeting minutes.** Rollcall vote: unanimous approval.
7. Approval of receiving December and January (See Exhibit B) financial Report
- a. **Motion #2 made by James Warren, seconded by Andrew Aasen to approve the December financial report.** Rollcall vote: unanimous approval.
  - b. **Motion #3 made by James Warren, seconded by Andrew Aasen to approve the January financial report.** Rollcall vote: unanimous approval.
8. Directors' Reports.
- a. Amy Hensley
    - None
  - b. William Kuhn
    - none
  - c. Jeff Rola
    - COCC has a small business development center that might be helpful for the District. Jeff will be attending the OPB talk at the River house.
  - d. James Warren
    - None
  - e. Andrew Aasen
    - Andrew has moved to Gilchrist.
  - f. Brian Lepore
    - None

The next board meeting will be at 6pm on March 21st, at the East Bend Public Library.

There being no further business, the meeting was adjourned at 7:29pm



Erin Kilcullen, General Manager



**DESCHUTES COUNTY SOIL & WATER CONSERVATION  
DISTRICT**

Board of Directors Meeting –February 15<sup>th</sup>, 2024

Meeting location: Zoom

Motions Made	Vote Result
<i>Motion #1 made by William Kuhn, seconded by James Warren to approve the January 2024 board meeting minutes.</i>	unanimous approval.
<i>Motion #2 made by James Warren, seconded by Andrew Aasen to approve the December financial report.</i>	unanimous approval.
<i>Motion #3 made by James Warren, seconded by Andrew Aasen to approve the January financial report.</i>	unanimous approval.

**Addendum: Motions of the Board Meeting – February 15<sup>th</sup>,2024**

## Exhibit A:

### Program Updates January 2024

#### Irrigation Water Management (IWM)

- ARPA
  - 15 projects will be funded
  - 10 projects completed
    - Total Project Costs: \$488,040
    - Total Costs Reimbursed: \$200,000
    - Acres Treated: 73.6
  - 12 financial agreements signed
- Western SARE Grant
  - Todd has been making great strides with this grant. He is completing the IWMP management technical guides and discussing publishing the IWM curriculum. Todd is working towards being the lead organization in publishing, coordinating, and hosting this curriculum.

#### Forest Health and Wildfire Risk Reduction

- Joint Chiefs Buttes to Basins
  - The District has received a signed grant agreement from the USFS for \$125,000 for outreach, education, and monitoring for forest health and wildfire risk projects. These funds will have an expiration date of June 1, 2027. Jena has been collaborating with Lars and a videographer to develop a video on the work being completed on private lands.

#### Manure Exchange Program

- 61 landowners have signed up for this program as manure providers.

#### Pasture Exchange Program

- 22 landowners interested in leasing pasture
- 6 landowners willing to lease their land

#### Riparian Restoration/Watershed Health

- Indian Ford Creek – Bureau of Reclamation Grant
  - Develop a new watershed group to address riparian and watershed resource concerns. This group includes USFS, Deschutes Land Trust, Upper Deschutes Watershed Council, and private landowners
  - Perform and create a baseline assessment on public land
  - Perform a private land stream assessment on 10 private properties
  - Outreach to all landowners within the Watershed has been conducted. There has been interest in participating from 20 landowners.
- Juniper Legislation – HB 2010
  - DSWCD received \$125,000 in funding to assist landowners with Juniper removal projects to enhance watershed health and water savings. Tom is taking the lead on this project, and we are pursuing collaboration with DLT or Desert Creek Ranch.
- USFWS Partners Program
  - DSWCD is partnering with Black Butte Ranch to treat Reed Canary Grass on their property. This is a pilot project and will span over three years. The first weed spraying occurred in October 2023. The next treatment will occur in the spring of 2024.

#### Agricultural Water Quality

- Strategic Implementation Area (SIA) grant awarded to collaborate with landowners along the Upper and Little Deschutes Rivers to address agricultural water quality concerns. ODA has completed the field evaluation and held the partner meeting.
- Erin and Jena have performed their first round of outreach to landowners. There has been no response. Erin will be pursuing these efforts more this spring.
- Erin has completed and submitted the monitoring plan to ODA and OWEB. Monitoring efforts will begin in April 2024 with the assistance of Klamath SWCD and Oregon Institute of Technology. These monitoring efforts will be performed monthly for 2 years.

### **Small Grants:**

- Pollinator Health/Native Vegetation - completed
- Guzzler installation
  - Erin and Jena have met and talked with 5 interested landowners to install 5-7 guzzlers on 1,000+ acres of private land near Shevlin Park. The grant has been awarded and landowners are currently installing their guzzlers.
- Water Quality
  - Norris flood to sprinkler: The project will eliminate flood irrigation on 7 acres by installing a pond and sprinkler system that will reduce excess water and nutrient runoff from entering the Deschutes River. This project has been completed.
  - Brown water quality improvement grant. The project will convert 6.5 acres of flood irrigation to sprinklers, pipe 800 feet of open irrigation ditch and line an existing leaking pond. Construction of this project has started and should be completed by April 2024.

### **Urban Agriculture**

- The District has received the Urban and Community Grant from NACD. Jena will be managing this grant and is working with 4 community gardens and Bend Urban Gardens.

### **Renewable Energy**

- The District has been awarded the Rural Energy for America Program Energy Audit & Renewable Energy Development Assistance Grants as the lead applicant in partnership with Sparks NW and other SWCD throughout Oregon.

### **Dark Skys**

- The District has been awarded a grant through the Central OR Future Fund Program. DSWCD, International Dark-Skys Association (IDA-Oregon), and our Central Oregon partners are collaborating on a community-wide initiative to highlight the importance and solutions related to dark skies and Astro tourism through outreach, education, and implementation of projects.

**Deschutes County SWCD  
Board Meeting Report  
December 1st, 2023 to December 31st, 2023**

**Grant Monies Received this Month:**

BOR Indian Ford	
NRCS TA	
ODA Capacity 23-25	
HB 2010- Juniper Removal	
Joint Chiefs	
NACD 2022	
SIA Upper & Little Desch	
<b>Total Grant Monies In</b>	\$ -

**Expenses:**

Payroll & Taxes		\$ 19,763.97
Personnel		\$ 2,062.97
Office		\$ 270.88 Zoom, Adol
Utilities		\$ 106.88
Mileage/Travel		\$ 569.52
Other: Contracted Services		\$ 12,338.45
Professional Fees		\$ 675.00
Bank Charges		\$ 7.00
Rents		\$ 89.00
Annual Dues		\$ 155.00
Advertising		\$ 34.98
Supplies		\$ 3.99
Interest		\$ 29.45
Office Equipment		\$ -
<b>Total Expenses</b>		\$ 36,107.09

**Checking Account Balance EOM:** \$ 410,636.80

**Notes for Month:**

Deschutes Soil & Water Conservation District  
**Profit & Loss**  
December 2023

	<u>Dec 23</u>
Ordinary Income/Expense	
Expense	
Other	646.74
Unrestricted Expenses	39.45
60900 · EXPENSES	
62150 · Bank Charges	7.00
68311 · Contracted Services	13,013.45
68313 · Materials & Supplies	3.99
Total 60900 · EXPENSES	<u>13,024.44</u>
66000 · PERSONNEL	
Payroll Expense	
Insurance Stipend	621.27
Payroll	17,504.09
Payroll Taxes	2,259.88
Travel/ Mileage	569.20
Total Payroll Expense	<u>20,954.44</u>
66000 · PERSONNEL - Other	1,441.70
Total 66000 · PERSONNEL	<u>22,396.14</u>
Total Expense	<u>36,106.77</u>
Net Ordinary Income	<u>-36,106.77</u>
Net Income	<u><u>-36,106.77</u></u>

**Deschutes County SWCD  
Board Meeting Report  
January 1st, 2024 to January 31st, 2024**

**Grant Monies Received this Month:**

BOR Indian Ford	\$	5,163.81
Joint Chiefs	\$	7,313.71
NACD-Urban Ag 2023	\$	8,644.00
SIA Upper & Little Desch	\$	3,873.07
<b>Total Grant Monies In</b>	<b>\$</b>	<b><u>24,994.59</u></b>

**Expenses:**

Payroll & Taxes		\$	19,902.35	
Personnel		\$	1,342.12	
Office		\$	116.96	Zoom, Adobe
Utilities		\$	109.34	
Mileage/Travel		\$	284.27	
Other:	Contracted Services	\$	18,198.54	
	Professional Fees	\$	-	
	Bank Charges	\$	7.00	
	Rents	\$	89.00	
	Annual Dues	\$	567.41	
	Advertising	\$	-	
	Supplies	\$	-	
	Interest	\$	14.63	
	Liability Insurance	\$	4,135.00	
	<b>Total Expenses</b>	<b>\$</b>	<b><u>44,766.62</u></b>	

**Checking Account Balance EOM:** \$ 414,273.86



Deschutes Soil & Water Conservation District  
**Profit & Loss**  
January 2024

	<u>Jan 24</u>
Ordinary Income/Expense	
Income	
GRANTS REVENUE	24,994.59
Total Income	<u>24,994.59</u>
Gross Profit	24,994.59
Expense	
Other	876.73
Unrestricted Expenses	14.63
60900 · EXPENSES	
62150 · Bank Charges	7.00
68311 · Contracted Services	18,198.54
68313 · Materials & Supplies	5.98
Total 60900 · EXPENSES	<u>18,211.52</u>
66000 · PERSONNEL	
Payroll Expense	
Insurance Stipend	621.27
Payroll	17,518.18
Payroll Taxes	2,384.17
Travel/ Mileage	284.27
Total Payroll Expense	<u>20,807.89</u>
66000 · PERSONNEL - Other	4,855.85
Total 66000 · PERSONNEL	<u>25,663.74</u>
Total Expense	<u>44,766.62</u>
Net Ordinary Income	<u>-19,772.03</u>
Net Income	<u><u>-19,772.03</u></u>