



DESCHUTES COUNTY SOIL & WATER CONSERVATION DISTRICT

Board Meeting Minutes – July 21, 2022

Meeting location: Deschutes County Road Department, 61150 SE 27th ST,
Bend, OR with a Zoom option available

Current Board Members

Director Zone 1 (Redmond)	Leslie Clark, Treasurer
Director Zone 2 (Sisters)	William Kuhn, Co-Chair
Director Zone 3 (Tumalo)	Jeff Rola
Director Zone 4 (Alfalfa)	Susan Altman, Secretary
Director Zone 5 (South County & La Pine)	Andrew Aasen
Director At-Large #1	Robin Vora
Director At-Large #2	Gen Hubert, Co-Chair

Directors present: Gen Hubert, Robin Vora, William Kuhn, Leslie Clark, Jeff Rola

Staff present: Erin Kilcullen, General Manager; Tom Bennett, Conservation Technician; Emma Zuber, Field/Office Assistant

Agency attendees: Damon Brosman, NRCS Basin Team Leader

Other attendees: Brian Lepore, public, County Commissioner Candidates: Patti Adair, Tony DeBone, Morgan Schmidt, Oliver Tatum

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 9:05 a.m.; all attendees introduced themselves.
2. Public Comments: None
3. Treasurers Report: See Exhibit A:
Motion #1 made by Leslie Clark, seconded by Gen Hubert that the board has received the presented Treasurers reports for June 2022. Rollcall vote: unanimous approval. Andrew Aasen, Susan Altman, and Jeff Rola were not present.
4. Approval of Meeting Minutes:
Motion #2 made by Robin Vora, seconded by Leslie Clark to approve the May 19, 2022 board meeting minutes as presented with edits. Rollcall vote: unanimous approval. Andrew Aasen, Susan Altman, and Jeff Rola were not present.
Motion #3 made by Leslie Clark, seconded by Gen Hubert to approve the June 16, 2022 annual meeting minutes. Rollcall vote: unanimous approval. Andrew Aasen, Susan Altman, and Jeff Rola were not present.

Robin would like to see the annual meeting documents presented and discussed the month before the annual meeting in future years.

5. Program Updates: See Exhibit B.
6. Manager's Report: See Exhibit C.
7. Discussion with County Commissioner Candidates

William invited the 4 County Commissioner Candidates to join DSWCD July meeting to learn more about DSWCD and discuss how the County and DSWCD can maintain relationships and work and partner together in the future.

William: William started the conversation about the need to conserve plastic and water resources using bamboo toothbrushes and replacing shower heads. There was a round robin for each candidate to introduce themselves and why they are running for county commissioners.

Tony DeBone: Soil and Water are a limited resource, and he would like to see additional progress of moving agricultural water sources from Deschutes to Jefferson County. Tony believes that there needs to be a strong leadership from the Governor down. Tony would like to see additional water sent to NUID patrons from the water reclamation site in Bend. It could provide an additional 3% of water.

Patti Adair: Patti discussed the importance of the following topics:

- Noxious weeds, no pesticides
- Water rights need to be addressed, water at the state level does not fit the OR narrative
- Removing Juniper for water conservation, but maintaining clusters for wildlife habitat
- Hay prices have increased due to Deschutes County being a worldwide producer
- Water needs to be protected – flood users have decreased in COID to 27%
- Deschutes County has provided \$585,000 to assist landowners with their wells going dry

Oliver Tatum: Oliver is running for Position 1. He returned to Bend in 2014 and works as a paramedic and RN. He is running for County Commissioner with an interest in healthcare and wildfire risk. He is interested in learning more about resource concerns.

Morgan Schmidt: Morgan is running for Position 3. She is excited to learn about the challenges of protecting and conserving Deschutes Counties natural resources. She is in awe of the strong partnerships and collaboration that occur in Deschutes county.

William mentioned the topic of the District becoming a tax base in the future and the benefits it could provide to the District and County. It would provide consistent funding for programs and projects to address various resource concerns. Jeff voiced his opinion of the benefits of the District obtaining a tax base.

After these individual and group discussions, Erin gave a presentation to outline the DSWCD history, mission, capacity, budget, current grants, programs, and projects. She believes that having and maintaining a relationship between the DSWCD and the County is beneficial to both parties. She hopes to maintain this relationship into the future.

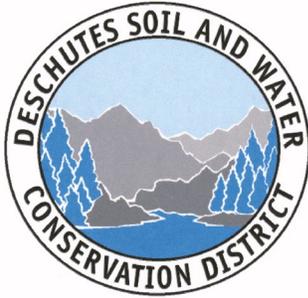
8. Action Items

- a. OACD Dues: Due to time constraints, the District will discuss this at the August Board meeting.
 - b. Land Steward Course: There is a land steward course offered this fall that Erin would like for herself and Emma to join. This course is in Oregon City, OR, but there is a virtual option available. Robin thinks that Erin should wait until there is an opportunity closer to Central Oregon because it would add a good amount of costs in travel and hotels. Erin will find out more information and discuss this later with the Board of Directors.
 - c. Tax Base: Since the District will be losing 3 current Board members and gaining 3 more in January 2023, Erin thinks that this conversation should continue at that time. Currently, the Board of Directors has differing opinions about pursuing a tax base for the District. Pursuing a tax base will be a big lift for the Board of Directors and the support of all board members is essential.
9. Directors' Reports
- a. Gen Hubert: Gen had to leave early. During the discussion with the Commissioner candidates, Gen discussed the start of DRC and their water campaign with Raise the Deschutes.
 - b. Susan Altman: Susan was not present.
 - c. Robin Vora: Robin had to leave early.
 - d. Leslie Clark: Leslie does not know of anyone to run for the Redmond, Zone 1 Board of Director position. The river levels are dropping and there is no access to storage. COID is curtailing their water amounts to 70-80% of allotted rights on Monday. Arnold Irrigation District is shutting down next week. North Unit Irrigation is hoping to stay on until September. COID always checks their local well levels before and after canal piping projects. These main canals provide 10% of groundwater to our basin. The Deschutes Basin is reaching their cap of groundwater wells.
 - e. Jeff Rola: Tumalo Irrigation District is on a rotation system currently, one week on, one week off. When he gets his water, it is pressurized and great. OACD is currently monitoring state actions and Jeff believes that we are going to be in this current normal drought state for the near future.
 - f. Andrew Aasen: Andrew was not present.
 - g. William Kuhn: William has really enjoyed talking to a variety of people in the County. He would like to assist Emma with the Rural Living Handbook.

The next board meeting will be on August 18, 2022, at 9:00 a.m. The meeting location will be held at the COID office in Redmond. There will be a virtual option available.

There being no further business, the meeting was adjourned at 11:42 a.m.

Erin Kilcullen, General Manager



DESCHUTES COUNTY SOIL & WATER CONSERVATION DISTRICT
Board of Directors Meeting – July 21, 2022
Meeting location: Central Oregon Irrigation District, 1055 SW Lake Rd,
Redmond, OR 97756 with a Zoom option available

Motions made:	Vote result
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Addendum: Motions of the Board Meeting – July 21, 2022

Exhibit A:

**Deschutes County SWCD
Board Meeting Report
June 1st to June 30th, 2022**

Grant Monies Received this Month:

	NACD TA Grant	\$ 5,462.84
		\$ -
		\$ -
	Total Grant Monies In	<u>\$ 5,462.84</u>

Expenses:

	Payroll & Taxes	\$ 14,444.17	
	Personnel	\$ 694.66	
	Office	\$ 57.00	DD Fees, Website
	Annual Meeting Notice	\$ 159.85	
	Utilities	\$ 81.87	Consumer Cell
	Mileage/Travel	\$ 613.68	
Other:	Contracted Services	\$ -	
	Professional Fees	\$ 315.00	Cascade Country
	Rents	\$ 79.00	Storage
	Workers Comp	\$ 634.67	
	Materials & Supplies	\$ 207.90	
	Total Expenses	<u>\$ 17,287.80</u>	

Checking Account Balance EOM: \$ 404,596.51

Notes for Month:

5:22 PM
07/13/22
Accrual Basis

Deschutes Soil & Water Conservation District
Profit & Loss
June 2022

	Jun 22
Ordinary Income/Expense	
Expense	
13200 · ODA DO 21-23 Expenses	
13201 · Salary, Wages, Benefits	3,828.80
13202 · Contracted Services	634.67
13203 · Travel	167.90
13204 · Materials/Supplies	207.90
13205 · Other	1,387.38
Total 13200 · ODA DO 21-23 Expenses	6,226.65
14200 · ODA SOW 21-23 Expenses	
14201 · Salary, Wages, Benefits	3,508.72
14203 · Travel	186.62
Total 14200 · ODA SOW 21-23 Expenses	3,695.34
18200 · SB 762 Forestry - Expenses	
18201 · Personnel/Salary/Wages/Benefits	1,813.67
Total 18200 · SB 762 Forestry - Expenses	1,813.67
19200 · BOR - Indian Ford - Expenses	
19201 · Personnel/Salary/Wages/Benefits	1,150.62
Total 19200 · BOR - Indian Ford - Expenses	1,150.62
20200 · Western SARE - Expenses	
20201 · Personnel/Salary/Wages/Benefits	1,167.79
20205 · Travel	64.35
Total 20200 · Western SARE - Expenses	1,232.14
62800 · GRANT EXPENSE - ODA	0.00
66000 · PERSONNEL	
Payroll Expense	0.00
Total 66000 · PERSONNEL	0.00
8200 · NACD - TA Expenses	
8201 · Salaries, Wages & Benefits	1,769.10
8203 · Travel	194.81
Total 8200 · NACD - TA Expenses	1,963.91
9200 · NRCS - TA Expenses	
9201 · Salary, Wages & Benefits	1,826.74
9202 · Travel	0.00
Total 9200 · NRCS - TA Expenses	1,826.74
Total Expense	17,909.07
Net Ordinary Income	-17,909.07
Net Income	-17,909.07

Exhibit B:

Current Program Updates July 2022

Irrigation Water Management (IWM)

- ARPA
 - 15 projects will be funded
 - 2 projects completed
 - 9 financial agreements signed
- IWM Workshop Series
 - Include three classroom sessions and three field days. The second session will be held on July 21 for the classroom session and July 23rd for the field day.
 - 33 people signed up for the workshop.
- RCPP
 - 3 landowners have contracts with NRCS
- Western SARE Grant
 - Todd has started working with OSU extension on this project.

Forest Health and Wildfire Risk Reduction

- SB 762
 - Erin has met with 4 of the 5 landowners that will be receiving funding through the SB 762.
 - 2 landowners have signed financial agreements
 - A contractor agreement has been signed for a contractor to complete 3 forest management plans for landowners that are signed up for an EQIP contract with the Joint Chiefs Program.
 - Erin and Emma are finding companies that can assist with a Success Story on a forestry project.

Manure Exchange Program

- 45 landowners are signed up for this program as manure providers.

Pasture Exchange Program

- 14 landowners interested in leasing pasture
- 2 landowners willing to lease their land

Riparian Restoration

- Indian Ford Creek – Bureau of Reclamation Grant
 - Develop a new watershed group to address riparian and watershed resource concerns.

This group will include 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

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. This grant is currently on hold due to staff changes within ODA.

Pollinator Health/Native Vegetation

- Small Grant with the City of Bend to remove sod and replace with native vegetation and pollinator plants and convert irrigation to a drip system
 - 3 commercial projects
 - 5 private property projects

Exhibit C:

June 16, 2022 – July 21, 2022

As the general manager, I submit the following:

Attended the following meetings:

- Biweekly staff meetings to review and discuss ARPA applications and SB 762 program.
- Attended the monthly On-farm meeting with COID and DRC.
- Participated in the Shared Stewardship, Landscape Resiliency Project field tour.
- Emma and I attended a Beaver Dam Analog workshop training in Prineville.
- Attended a forest inventory and forest management plan training.
- Attended a Threat based riparian assessment training.
- Attended the NACD Summer meeting in Puerto Rico.

Grant Work:

- Working with Todd and Tom to complete and sign financial agreements with the 15 landowners that are receiving funding through ARPA.
- Completed Quarter reports and billing for current grants.
- Has mailed out 33 outreach letters for Tumalo Mule Deer wildlife habitat projects and 332 outreach letters to private landowners within the Indian Ford Watershed.
- Has signed a contract agreement with Stu Otto for assistance with the SB 762 grant and signed financial agreements with 2 out of the 5 landowners that we will be working with.
- Performed native pollinator plantings with the City of Bend for a pilot project that is a part of our Small Grant application.
- Assisted Emma with a Small Grant application with the City of Bend.

Monthly management:

- Grant fiscal management.
- Writing checks, entering checks and credit card purchases into QuickBooks.
- Board meeting preparation and meeting minutes.
- Monthly timesheets and balancing employees time over current grants.
- Retirement contribution.
- Grant reports and fund requests.

Thank you all for your assistance to the District.

Erin Kilcullen