



## **North Coast Watershed Association Board of Directors Meeting**

June 30th, 4:00 PM - 5:30 PM (via Zoom)

**Board Members Present:** Carla Cole, Chris Farrar, Jason Smith, Ty Williams, Tessa Scheller, Mark Garrigues, and Melissa Reich.

**Staff Present:** Jenn Rasmussen, Kelli Daffron,

**Public Present:** None

Carla Called the meeting to order at 4:04pm

**Introductions and Announcements.** Carla was offered the Chief of Resources position at Lewis & Clark National Historical Park. With the new position and increased responsibilities Carla shared with the board that it is time for her to step down from her position as president of the board. Carla expressed interest to stay involved with the board as a Park Service liaison. She will officially take the new position in August and suggested that the transition occur on or before then. Chris as vice chair would be the incumbent. Tessa thanked Carla for her services and congratulated her on a job well done.

**Approval of Minutes from Previous Board Meetings:** Tessa offered a motion to approve the May minutes as presented, Chris seconded. May's minutes were unanimously approved.

Approval of ESRI Account Expenditure – Graham presented the board with an update on the ESRI account. The new account would be one account that can exist on up to three machines and a creator account that can exist online. Graham explained to the board that it will be a great way to manage workflow and provide numerous other benefits. The cost is about \$200 per year, which would be an annual fee, and \$100 per year for any additional accounts. Tessa motioned to approve the expenditure on an annual basis. Seconded by Ty. The expenditure for the ESRI Account was unanimously approved.

### **NCWA Council Reports**

- Coastal Council – Graham discussed the May Coastal Council meeting highlights. The meeting allowed a great opportunity to talk about the Ecola creek watershed assessment, and the development of the technical team for the Ecola creek watershed. The Council is still looking for a chair, but there are good opportunities to find someone and landowners interested. The council talked with an Arch Cape Creek landowner about issues stemming from a neighbor putting rocks in the stream to prevent erosion. After the rocks were put in the problem shifted downstream. Since then they have been able to get some of those rocks removed. Graham shared that there will be new folks coming to the next meeting, and he is hopeful that they can figure out who will become the chair. Carla added, one thought about hesitancy of people to be a chair, having someone from the council attend the next meeting as a council/board representative would be nice for continuity and to be looped into what is going on. Kelli added that the meeting helped both plan and implement a broom bust (scotch broom removal effort)

shortly thereafter in the area around the old elementary school grounds. The turnout was good, including the city manager Bruce. Speaks to the strength of the coastal council, even if there is no chair currently, there is a strong group and a lot was accomplished. Graham suggested that he remains very positive that we will be able to get a chair to keep the already strong group going.

- River Council – Graham provided an update on the River Council. He said it was not as action packed as the last meeting, but there was still good conversations that occurred between Chris and Pam Webb. Graham also shared the story map that he had previously shared with the board. Not huge attendance, but a good reminder that targeting emails can help. He also said that having more talks and other things that can draw people in will improve attendance in the future. Chris brought up that although the attendance was low the discussion with Pam Webb was incredibly important, as she is a strong supporter of environmental issues within the county. Chris said that in a way it was great that we had a small audience to allow for an in depth discussion with Pamela.

#### NCWA Administrative Report

- Monthly Financial Report and Review – Jenn shared her screen to discuss the May financial statements. Jenn also let the board know that next month will include more full year financials as June 30<sup>th</sup> is the end of the fiscal year.
- Project Funding and Operating Expenses – Jenn covered the operating budget first. Income, brought in about \$4,000 more than we were expecting, which was largely due to the Co-Op fund raiser and a few individual donations. On the expense side NCWA is underbudget still, about \$10,000 less than we could have spent at this point in the year and about \$13,000 to be spent before the end of the year. Some of that is due to regular operating expenses that we will get to before the end of the fiscal year. Some of the project grants like the Chum grant got pushed out a bit, but the deadline for that got pushed back which will allow us to carry that over for next month's operating budget. Jenn asked if there were any questions from this report and the board had none. Jenn followed by stating that the bottom line is that NCWA is in really good shape. Next Jenn pulled up the Income Statement. Jenn let us know that this statement shows this year compared to last year, and she explained that it's been a fantastic year because of the smaller and larger OWEB grants Upper Big Creek and Ecola Creek and Canyon Creek. Additionally, Jenn said that the statement doesn't even include the PMEP (Pacific Marine Estuarine Partnership) Blind slough grant, which will show up on next month's financial report. The PMEP will bring in a little bit more money this year. Jenn said that this is all very impressive as we are working in a biennium, so you would expect this years to be way less, which shows that a lot of good work is happening right now. This report also includes contracted services that have been paid out, which isn't shown in your operating budget report, so this really reflects how much money has moved through the bank account this year, affirming how much work has been done this year. The last report Jenn discussed was the Balance Sheet, which shows your overall assets between money in checking and in the CD, grant receivable (OWEB grants promised but not received), and then the total assets. Jenn confirmed that the PPP has officially

been forgiven and has since been zeroed out on the Balance Sheet. Jenn then discussed the Unrestricted funds, which she said is something that is really exciting, the number is currently a big positive number right now, which is really good. She said that several things happened in the last few months that bumped the unrestricted funds up which is great, most notably being the PPP loan forgiveness and 10% admin on a couple of grants. This unrestricted funds reflects your reserved funds that are not restricted. Jenn asked if the board if there were any questions and Carla asked Jenn to elaborate on what we did differently in terms of the 10% admin money from OWEB. Jenn said that we previously hadn't asked for the full 10% admin fee on the small grants but instead was asking for a flat rate like \$1,000. We weren't splitting up all overall costs, they were just being billed directly to the capacity grant, so we switched the system to include an overhead category and the capacity grant and everything is a 50/50 split between what gets billed to the capacity grant and what gets in this indirect/overhead indirect unrestricted fund that when we get those 10 percent fees on each small grant that money goes into the pool and we spend down on that. We had previously been pulling from future money that we hadn't gotten yet because the 10% fee doesn't get paid until the grant closes, for a while we were overspending what we actually had knowing that when the grant closed we would get that 10% fee that would cover those costs. Now we have a split between this overhead indirect unrestricted fund and the capacity grant which allows us to build funds and stretch the capacity grant farther and have more funds available for other things. Graham thanked Jenn and pointed out to the board that the bigger grant you can go after the larger that 10% admin fee is. Graham mentioned that he and Jenn have had good conversations about fundraising goals and future goals that we will discuss in more detail at future meetings.

- Project status and timelines

- Upper Big Creek Floodplain Restoration – Graham said we are in the middle of finding a contractor for the Upper Big Creek Floodplain Reconnection Project because Hampton hasn't been able to get their contractors on board to take the bids for these contracts so it has put us in a squeeze as Graham had relied on Hampton's list of contractors to do this project. There is still a chance that we can get one of Hampton's contractors to do the work, but there is a lot of work for them to do right now so they are shifting operations and are spread thin. The good news is the contractor BCI Contracting who is familiar with their work reached out to Graham and is going to look at and scope the project with Graham to see if they can bring it in at the bid price that we have within our Grant. Graham said that it is a learning situation for him how to work with a contractor, but could be a great future relationship to build. Chris asked Graham who the contractor was, and Graham stated BCI Contracting and said he would send out that information to the board. Jason spoke to BCI's reputation. Graham followed by stating that after having several conversations with one of BCI's team members (Eric Motsinger) it is apparent that they have really built their portfolio around habitat restoration. Graham wrapped up the Big Creek conversation by saying that he still needs to work out a memorandum of understanding with Hampton, and get permits through, but after that

we should be able to get this project rolling. Carla gave Graham kudos, stating good job pivoting and reaching out other contractors to keep this moving along.

- Ecola Creek Watershed Beaver Assessment – Graham provided an update, providing the date of the first kickoff with the contractor (Cascade Environmental). They will be looking for areas where beaver have been or are currently present and also identify areas where they are a nuisance. This will provide an opportunity to get a holistic sense of the watershed, as well as the human components that we need to understand, and understand how much of the watershed can support beaver and where they can be supported. That meeting is coming up tomorrow, Mark is going to join. Carla asked who from Cascade Environmental is working on the project? Graham said it is John Runyan, and a newer person Olivia who worked on some similar projects with Graham in Olympic National Park.
- Blind Slough Floodplain Reconnection – Graham provided an update; Hampton will be working on this one as well as they are on hook for the in-kind portion for this project. The funding mechanism is through PMEP, but USFWS manages and facilitates the grant for NCWA. Graham will be working on grant agreement with USFWS so those will be released soon. Graham was down at the site yesterday with Waterways John Divorski to survey the site. There was some uncertainty on how much road fill needed to be removed. John has been able to go out there and help clarify some of those uncertainties. One of the interesting things about this project is that it is on ODF lands, and is only a two-permit system, but because USFWS is providing funding source we are required to do additional regulatory/permitting. Overall Graham thinks this is a great project, and a cool addition to our portfolio.
- Brief staff update for June – Graham spoke to Kelli's involvement in getting the water quality program launched and her help getting Graham acclimated and in touch with the program and appropriate people. Additionally, Graham mentioned that Wendi has been getting a list of landowners to go to know that NCWA has purchased a voice text recorder for her. These recordings will be used to gain documentation and text for prints, the website, and really get a handle of the oral history component launched. Graham and Wendi also have talked about doing more outreach planning. Graham also spoke to the wonderful job Wendi has been doing managing the social media accounts and provided several examples. Graham said we really need to keep feeding her quality content, so she can keep up the good work on our social media accounts.

### **Staff Update**

- Return of the REDDS swag, landowner outreach, and watershed event updates – Graham spoke to a Geo coded system where every landowner that makes contact we will have a table that lists their interests, where the properties are, where the best areas to focus on in the future. Overall better data tracking as we get outreach kicked off. Graham let the board know that several sample materials are coming like t-shirts, hats, and stickers for Return of the Redds that will be

available to give away to landowners who are interested in getting involved as well as possibly selling them at some events. Additionally, Graham talked about how they have begun reaching out to Fort George and the Big O about hosting the events. Likely won't have anything nailed down until after July. Graham hope these events provide a good option for people to learn more and gain interested landowners.

- N.N. Klatskanine River Fish Passage Project – Graham spoke about the OWEB virtual meeting that occurred earlier in the month. Graham thinks the team panel presentation went well, and he has since heard back that the project is ranked fifth on the list for funding which looks good.
- Water Quality Monitoring – Kelli updated the board on the water quality monitoring season kick-off. Kelli said that it went fairly smoothly with 22 loggers throughout the county 11 in Youngs bay, 7 in Nicolai Wickiup, and 2 in the Skipanon and 2 in the Ecola watersheds. In April Kelli gave a presentation to the science class at Warrenton High school who manages the hatchery at the school. She was glad to have that opportunity and was hoping to get some volunteer recruitment, but unfortunately did not. Kelli spoke to about a couple of sites on the Klatskanine, that is very dynamic, requiring quite a bit of logger maintenance due to movement. Kelli gave a shout out to Ty for having a logger on his property. Another note for the launch this year was around half a dozen or 10 sites out of the 22 for all of the years monitoring has occurred and this was the hottest water temperature recorded since they deployed them in June. Kelli said this is just one example of how it is fun to be able to take brief glance at the data, and be able to pull something meaningful and noteworthy. Kelli gave the board a brief overview of the 2020/2021 water quality monitoring grant and its deliverables, how most of the dates are from 2017 when things will be published and implemented, so we are a bit behind schedule. One noteworthy thing she found out was that there is quite a bit of language for volunteer recruitment and outreach so Kelli is going to try to develop more materials for outreach and expand the program as much as she can. She has been using some of the mapping software, looking at new potential sites, deployed a logger Blind Slough, but wishes she had another logger to deploy at Upper Big Creek to provide a pre-restoration logger in place, better late than never. Kelli said the Arch Cape folks who Graham talked about earlier, the ones that have the river running through their property, are interested in having a logger there. Kelli asked about historic salmon presence in several of those Creeks. Graham nodded, said the landowners have showed pictures of salmon use. Kelli said the southern reaches of our service area has not been incorporated, Kelli suggested expanding and roping in more of our service area. Kelli is interested in borrowing a turbidity monitor from Lewis and Clark National Historical Park to record turbidity data when loggers are downloaded/deployed. Carla said that could be possible. Further building upon the water quality program, Kelli and Graham have also been talking about the possibility of adding some invertebrate monitoring/surveys, as invert presence/absence can lend an idea of the health of a water system based on presence/absence of these species. Graham brought up a LCEP education program and expressed interest in working with them and some of the school groups they work with. Graham will meet up with them at some point in the near future to have some of those conversations. Graham let the board know that we need to put in for another round of this grant in the upcoming OWEB cycle and the need to get more landowners involved. Carla brought up the original grant proposal being focused on “Adopt a

logger”. Kelli spoke about how it is essentially non-existent, nobody has actually adopted one, even though it is engrained throughout the grant agreement language. The major issue was the inability to adequately do QA/QC to ensure it is collecting good data. Kelli said we need additional DEQ quality approved thermograph to do audits. Carla asked how much are they? Kelli said that Brooke’s concern was more of an issue of finding one that DEQ approves more so than the cost of the units. Chris said the monitors need to be NIST calibrated and described what that means. He added that most electronic units don’t have that certification, and they also need to be sent in annually which is another cost. Kelli said that DEQ didn’t bill NCWA last time we sent our unit in, so that may not be a cost any longer. Provide the characteristics and the ranges of the readings that are allowed in various instruments so they become more comparable. Carla suggested the board revisit this at a later time and Kelli is going to look into it further and get back to the board at a later time with an update.

- Graham gave an update on the Lewis & Clark River stream gauge update as well as from the Ecola Creek Watershed Flow visit centered around Cannon Beach’s water rights. During this visit they learned that there is a flow meter on Ecola Creek that is going to be discontinued, because it has become a large wood placement and the pressure meter is no longer functioning. Graham suggested that there might be a good opportunity to possibly sell or trade to Warrenton at a lower cost to be implemented within the Lewis & Clark watershed. City of Cannon Beach is going to move to doing a radar measurement off the bridge for Ecola Creek. Kelli spoke to the water rights and how they are essentially not enforceable. At least from the water master’s perspective. When violations occur all they can do is send them a letter. Kelli has been focusing on the Warrenton area, and has read their Water Master Plan. She said that it is confusing and that most water rights for municipalities according to the regions Water Master stay in an uncertified space where they are continuously bounced back and forth and reapproved and permitted so cities can continue to change their take up to the maximum amounts they initially put in for their water rights. Kelli got in touch with the City of Warrenton, finally got in touch with the secretary of the Warrenton Public Works, Kelli wanted to talk with someone involved in the water department who would be able to work with NCWA to change their fish ladder. Kelli provided some additional background to the board about the fish ladder and the city’s water intake, and how they are at the same place. The fish ladder was built before DEQ standards have been updated. Issues include; steps are too big, concrete not holding up, screens are grandfathered in because it was built before the current standards. Kelli said they have potential pool of funding where if the city chooses to proactively change or update the dam to current standards ODFW can supply up to 60% of the funds up to \$75,000 and the other 40% of the funds NCWA could help with by applying for grants. This would be an attractive angle to come to the city with. Kelli was surprised to find out that we don’t know how much water there is in the Lewis and Clark because there is no stream gauge on the Lewis & Clark. She found out that it had initially been planned to put in a gauge but it didn’t come to fruition for one reason or another. In actuality there are very few stream gauges around Clatsop County in general. Getting a gauge installed there is important as Warrenton continues to eye expansions it would be helpful to get a better idea of how much water is available for them, and how much is available for the fish. Getting a gauge there and improving the fish ladder could be an attractive

package deal to pitch to the city. Ultimately Kelli said there is renewed hope for Warrenton coming into the fold, the fish ladder, and a new gauge. She also spoke to ODFW's commitment to getting this ladder fixed. Graham confirmed that this is a good Fall OWEB grant opportunity. Chris added some history and background on compliance with water rights. Kelli spoke to how surprised she was to learn of the water rights and flexibility there is in monitoring and accountability.

- Graham spoke about Blackberry Bog's interest in doing a pollinator planting project and native coastal seed partnership. Scott is getting money to do a pollinator planting row, but he doesn't want to do it himself, he wants to pay NCWA to do that. Graham talked about his history doing this type of work and how it is a good opportunity to work with him and get his possibility for the native coastal seed partnership. Graham sees some great opportunities for Scott to enhance his production and get better germination for what he has there. Graham has a nursery background, timelines and gantt charts that could help Scott out. He also spoke to the Institute of Applied Ecology and some funding that could be available to him.
- Graham mentioned the need to get a table at the Astoria Sunday Farmers Market. Graham looking into getting NCWA registered. It is free for the NCWA. Carla added that the salmon suit needs to get back to the NCWA.
- Graham discussed the need to do some additional location planning, timing, and facilitator options for summer board retreat – Yeon house would be great, or a collaborative space on the water in town. Graham is going to see if a local restraint would donate dinner . Additionally Graham is trying to get a facilitator lined up who has done work with Oregon Shores. Some of the meeting items could be to try and work on guiding the organizational branding structure for the next years to come.
- Graham spoke about an opportunity for creative collaboration with the Necanicum Watershed Council. He mentioned that Angie has taken a new job as the farm bill coordinator for WDFW, and how there may be opportunities for NCWA to maybe help them in the interim or how we can collaborate going forward. Carla added that Angie reached out and asked if there was an interim coordinator and advice on how that went with NCWA, and asked if Graham could step in and help run the Necanicum Watershed Council as an interim, meanwhile Maggie from Upper Nehalem Watershed Coordinator offered to step in as interim. There was a discussion that it might be worthwhile to do an exploratory investigation about the possibility of merging the Necanicum Watershed and NCWA. Chris suggested inviting someone from the Necanicum Watershed Board to exchange ideas as an initial conversational starter point. Carla said that she thinks that is a good idea, invite an exchange where one of our board members goes to their meeting and one of theirs comes to ours to meet each other's organizations. Tessa brought up concerns that existed in the past but don't exist now, and how we want them to succeed, so she is open to whatever way we could assist them. Graham said from a strategic standpoint, there is a temporary funding opportunity available that would double our funding for council capacity for five years, and how it could be an exciting opportunity.
- Graham talked to Troy Abercrombie about getting an EDRR invasive plant guide. Troy also sent Graham a funding deficit request from the folks that do the iMap invasives for Oregon out of Portland State. They said that they are about \$4,000 under budget looking around to other

watershed councils, so Graham is looking into if they would work with NCWA and potentially be a funding source.

- Graham asked about the possibility of an in-person board meeting next month? He suggested we could meet at office, conference room, or wherever else people would like to go. Carla said she approves, others nodded approval as well.

**Public Comment.** No members of the public were in attendance.

**Good of the Order.**

**Adjournment.** Carla adjourned at 5:29pm