

# UPPER WILLAMETTE

SOIL & WATER CONSERVATION DISTRICT

## Program & Grant Development Committee Meeting

**DRAFT Minutes** – Monday January 23, 2023, at 10:00 a.m.

Meeting held via Zoom

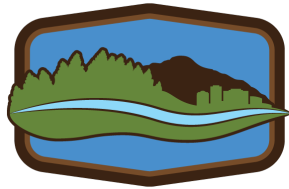
**Attendance - Members:** Al Hrynyshyn, Lily Leitermann, Meridith McClure, Victoria Fischella **Other:** Dave Downing, Abel Kloster, Leslie Owens, Sydney Nilan, Clarissa Berndt, Daniel Dietz, Cricket DeLoe

1. *Call meeting to order:*

- a. Chair Hrynyshyn called the meeting to order at 10:03 a.m.
- b. Last meeting's minutes were reviewed, no edits suggested. Victoria volunteered to take meeting notes.

2. *Discussions:*

- a. Farmers Market Grants
  - i. Deadline Jan 15th, 2023, Cycle
  - ii. Was extended to Jan 17th, 2023.
  - iii. Ensured that the 6 markets from last year all applied + 1 new, the Spencer Creek Grange
  - iv. The applications are still in review, post review, Lily & Leslie will be sending out grant agreements.
  - v. Reviewed that UWSWCD have allocated funding for at least 8 Farmers Market Grants, and currently the District has 7 applications UWSWCD plans to provide funding for. A small amount of allocated funding remains.
  - vi. Discussed future hopes to further involve Junction City in Farmers Market Developments
- b. Soil Testing within Holiday Farm Fire Boundary
  - i. Discussed proposal to provide free soil testing to residents whose soil was impacted by the Holiday Farm Fire
  - ii. Sarah McKenzie – Lead Contact for Soil Sample collection from residents, she is a landowner in the Upper HFF burn area who will be providing assisting as a lead.
  - iii. Dave Updated – UWSWCD is currently interviewing a District Intern, who will be responsible for soil sampling collection, shipping and soil reports interpretation for landowners.
  - iv. It was discussed that the Soil Sampling (HFF) will be a two-year program, and that residents who qualify will be entitled to one Soil Sample, despite that it's a two-year program.
  - v. The Soil Sample Program is planned to launch around the end of February 2023.
  - vi. This Program has a budget of approximately \$10,000 allocated. The Soil Samples cost \$40.00 per sample. And the District intends to provide the Soil Sample Intern with a paid stipend for their work.
- c. Holiday Farm Fire Financial Assistance Program
  - i. District Funds: Tentatively Named: Holiday Farm Fire Financial Assistance Program
  - ii. UWSWCD has allocated special funding for Holiday Farm Fire Projects that have been categorized as Special Projects. They are projects that don't qualify under the PWP Program, but this funding will be used to assist in conservation projects that will provide watershed uplift to landowners for protection of McKenzie River drinking water. An example includes establishing off-site watering systems for cattle so they are no longer wading in side creeks that drain into the McKenzie River upstream of Eugene's Municipal Drinking Water Intake.
  - iii. PWP Staff will be the Project Manager's for these Special Projects.
- d. UWSWCD Grant Program Manager Job Listing, Discussion Lead By Dave Downing
  - i. The job title posting is live. This position is the primary contact for the district pertaining to all the outgoing district grants; meaning grants the District in providing funds for. The position will be an FTE opportunity.
  - ii. The Fiscal Manager will continue to manage all incoming funds; grants that fund the district.
  - iii. The Grant Manager's first duty will be to find and implement software for the district to use for grant management.
  - iv. They will research and develop a database for tracking individual grants, from beginning to end, application phase, to implementation to completion.
  - v. They'll coordinate the district grant review teams which will be made up of the Board & Staff and possibly partners. They'll coordinate with the Outreach Specialist to make sure that these



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opportunities are disseminated to the public in a timely manner. They will work with all Upper Management to craft policies and procedures, and work with partners to continue to find needs and gaps through the District Area.

- vi. This job posting is listed as Open Until Filled.
- e. Short Term Grant Program - Proposal Review Lead By Lily Leitermann
  - i. McKenzie Watershed Alliance
  - ii. Project Summary: Council is seeking funding for 5 cooperative projects to improve fish & wildlife habitat, provide conservation & improve drinking water quality.
  - iii. Scope of Work Proposed: Lower South Fork Floodplain Restoration Project
    1. PWP Facilitation Support
    2. PWP Community Engagement Coordinator (expected to hire in Spring of 2023)
    3. Fuels Reduction & Restoration By-Product Removal
      - a. (Lily shared that UWSWCD has participated in extensive legal review to make sure the District are able to provide funding for fuels reduction, in directly leading to the creation of firewood that will be donated and managed by a non-profit)
    4. Upper Willamette Tribal Liaison: Confederated Tribes of the Grande Ronde & the Siletz
      - a. Position intends to connect both tribes with the Upper Willamette landscape service area
      - b. Intended to hire this position in Spring of 2023
    5. The Budget for this Scope of Work was reviewed by the P&G subcommittee.
    6. Intended to be reviewed by the UWSWCD Board February of 2023
  - f. McKenzie River Trust Lead By Sydney Nilan & Lily Leitermann
    - i. Proposal covers burn capacity throughout the District.
    - ii. Scope of Work Proposed:
      1. Staff Capacity to eventually manage prescribed burns.
      2. Will fund 1 PX Burn
      3. Siletz Tribe Funding for Camp Creek Restoration & Camp Creek Hills Property
      4. Willamette Valley Fire Collaboration
      5. Indigenous coordinator for the Burn Crew
      6. Executing 5 Prescribed Burns on Site
    - g. Budget Overview: Reviewed and requested to be emailed full proposals with updated metrics for further review prior to being presented for formal funding at the next District Board meeting in February 2023.
    - h. State Water Revolving Fund Overview || 11:16am-11:30am
      - i. Loan Proposal Program for large scale funding provided by the EPA & DEQ
      - ii. Would like the District to Apply for a Green Stormwater Infrastructure Loan - \$1,000,000
      - iii. All loans are eligible for up to 50% forgiveness, reviewed varying Loan Repayment Rate's
    - i. More information was requested on behalf of the P&G Subcommittee to make a more informed decision.
  3. Next Meeting for P&G D Committee
    - a. February Meeting Requested by Lily
    - b. Doodle Poll will be sent out to committee to schedule a February & March 2023
  4. Public Comment: No public attended.
  5. Meeting Adjourned at 11:32 a.m.

*All supporting documents mentioned in the minutes are a part of the official record and are available upon request. Please contact the office at [admin@uwsxcd.org](mailto:admin@uwsxcd.org) to request copies.*

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