

Hood River Soil & Water Conservation District
Minutes from January 6th, 2022 District Board Meeting

Present: Directors: Brian Nakamura, Rick Ragan, Andrew Halliday, Ben Saur, and Pete Siragusa

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Lauren Winans (Wasco County Farm Service Agency)

**Note January's meeting was held remotely via video conferencing.*

Lauren Winans from Farm Service Agency (FSA) reminded the group that growers need to file their acreage reporting before January 15th. She also mentioned that growers should report issues with disease on fruit trees before any tree are removed. She reported that there is cost-share money available to assist growers with the transition to organic certification. The deadline for that funding is January 7th. Contact the FSA with any inquiries towards these programs.

Consent agenda –Rick moved, and Pete seconded:

- To approve the minutes of December 2nd, 2021, as written.
- To accept the December 2021 Profit & Loss statement and Balance Sheet as distributed. As of December 31st, the balance in the bank accounts (including the CD) was \$193,467.86. Income of \$33,876.80 included: \$909.30 from EFID for reimbursement for native seed, \$19,000.00 from The Freshwater Trust for Neal Creek Phase I implementation, \$7,243.64 from orders for the native plant sale, and \$6,723.86 from OWEB for the Red Hill Large Wood Project.
- Expenses were those authorized at the December meeting.
- To approve payment of bills #5148-5160 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid

January 6, 2022

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,997.27
5148	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5149	US Bank	Clicktime, Zoom, Google, Intuit payroll	\$89.97
5150	Century Link	Office phone service	\$183.01
5151	Kris Schaedel	misc. expenses reimbursement	\$36.46
5152	Alix Danielsen	misc. expenses reimbursement	\$59.21
5153	Heather Hendrixson	misc. expenses reimbursement	\$36.70
5154	Ash Creek Forest Management	Invoice # 5833; CTWS NCP1	\$927.00
5155	Parr Excellence	Invoice # 8; CTWS NCP2 design	\$1,756.25
5156	Aquatic Contracting	Invoice # 1122; CTWS NCP1	\$14,500.00
5157	Columbia Gorge Fruit Growers	USPS annual report mailing	\$245.30
5158	State of Oregon	Gov Ethics Assessment FY22	\$329.30
5159	Brent Barkley	plant sale website design	\$2,120.00
5160	Pacific Office Automation	copies, invoice # 849488	\$5.07
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,949.80
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,020.80

EP	Vanguard IRA	Simple IRA	\$1,027.00
		Total	\$40,421.99

The motion passed unanimously.

Old Business -Cindy provided the group with an update **regarding the Watershed Group becoming a 501c3**. Cindy reported that she shared some narratives at the Watershed Group meeting on the structure of the new 501c3. She and Heather have had a couple meetings with Donna and she is working to draft a more detailed timeline. Chuck mentioned Sam Doak has been working on the by-laws and created a draft by-laws document. Rick asked if there had been a decision made to completely separate or if other models of the SWCD and Watershed Group working together were being explored. The group discussed the process. Rick would be interested in seeing viable alternatives. Pete also expressed concern over only one option being explored and would also like to see alternatives looked at. Heather would like to discuss the plan with Donna before her facilitation work with the group ends.

Cindy explained that the Oregon Watershed Enhancement Board (OWEB) Focused Investment Partnership (FIP) grant application is due January 13th. The application and funding cover a 6 year timeline of restoration projects with many of the partners throughout the Hood River Basin. Cindy explained that she is almost done with the application draft and will send it out to the board for review. She will need a signature from the SWCD on a participation letter. Heather explained that there is money in the grant for the SWCD to conduct a barriers assessment to learn why acreage has not been upgraded yet. There is also money for on-farm irrigation upgrades, livestock improvement projects, and money for the SWCD to hire a new staff person to expand the capacity and be able to accomplish more work. The Watershed Group included funds for several large wood projects and managing the grant. The FIP application will be for \$6.5 million over the course of six years. Chuck complimented the Watershed Group on their efforts. The group discussed project logistics and timelines. Heather would like to sign the participation letter. The group was supportive.

New Business –

Heather presented Resolution 21-22/1 for the next annual meeting, to be held Thursday January 5th 2023 4pm-6pm. The meeting will be held either by zoom or in person at the OSU Extension Center's conference room with a remote option. Ben moved and Rick seconded to approve the Resolution stating the next annual meeting date. The motion passed unanimously.

Heather asked what the board thought about the SWCD having an Instagram account or some form of social media. Rick mentioned he thought it was a good idea but is something that needs to be kept up and could take a fair amount of staff time. Ben mentioned it could have value if the SWCD staff was interested in pursuing it. Heather and Kris will discuss it and report back. The group was supportive.

Heather provided a slide show to the group on the past year and projects that were either accomplished or initiated by both the SWCD and HRWG. She reviewed the financials and the projects. The group appreciated the presentation.

Pete moved and Rick seconded to accept the 2020-2021 annual report. The motion passed unanimously.

Informational Reports –

Carly reported that she has also been processing new EQIP applications. She will be able to fund some additional air quality projects and the state office is working on rankings. One forestry contract has been cancelled. She also attended a site visit for the OWEB large grant review board. She also reported that Emily's old position has been advertised.

Kris reported that she completed three OWEB small grant applications: two irrigation upgrades and one livestock improvement project. She has continued to work with BPA on getting the Baldwin Creek cultural resource survey done. She went on several site visits and as always has had many technical assistance requests. She reported that the plant sale is going well, and sales are about double what they were this time last year and the online sales are much easier to manage. She gave a presentation for the Underwood Conservation District on their Backyard Habitat Program.

Alix reported that she has been busy with the HRWG 501c3 materials and the FIP application. She has also been attending a lot of meetings and site visits. She met with ODFW at Tony Creek. She reported that the Neal Creek Phase I plantings were mulched, and the road repaired. She continues to work with BPA on a design review for the next phase of the Neal Creek project.

Cindy- reported that she has been working on the FIP grant application. She had a call with the Army Corps of Engineers to discuss fish monitoring at the Nichols Boat Basin. She will also begin participating in the Forest Collaborative again.

Heather reported that Andrew Spathe with the Forest Collaborative put together a DEQ grant for air quality. The SWCD was the formal applicant and the grant included funds to purchase the air curtain burner to be used in orchards and have the SWCD manage the orchard waste burn program. She also attended a meeting with forestry partners to discuss forestry work in Hood River County. That group decided that it didn't make sense to apply in Hood River County at this time. Heather mentioned she was also voted onto the OACD Board as the Columbia Plateau Representative.

Directors' reports –

Chuck reported that he reviewed the city's permit for a new sewer line and expressed concerns about working in a wetland. He also asked about the SWCD participating in the Ag Tech Alliance. Heather reported that she and Carly both are currently attending their meetings. Chuck also spent time reviewing the FIP application and the 501c3 materials.

Pete thanked the group for their efforts throughout the year.

Rick reviewed the city sewer line permit and talked about his thoughts on the SWCD potentially getting on social media. He also did some work with the forest collaboratives.

Ben reported that he has been spending time with his new baby and working to clear the snow from the greenhouses.

Brian reported that he has been busy with snow removal.

Permits –There were no permits of note.

The next meeting will be on Thursday February 3rd at 4 p.m. held online via Zoom.

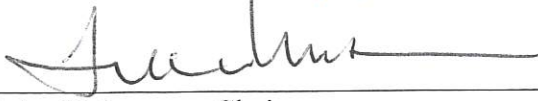
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved the Resolution 21-22/1 to set the next annual meeting Thursday January 5th 2023 4pm-6pm
- ✓ Moved, seconded, and approved to accept the annual report

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 2/3/2022 meeting of the Hood River SWCD.

A handwritten signature in black ink, appearing to read 'Brian Nakamura', written over a horizontal line.

Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from February 3rd, 2022 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Ben Saur, and Pete Siragusa

Associate Directors: Chuck Gehling, Richard Larsen

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Lissa Biehn (Wasco County Farm Service Agency)

**Note January's meeting was held remotely via video conferencing.*

Lissa from Farm Service Agency (FSA) reported that the Conservation Reserve Program is currently enrolling. She reminded the group that growers need to file their acreage reports if they haven't done so already. She also mentioned that growers should report issues with diseases on fruit trees before any trees are removed as part of a disaster assistance program. She reported that there is cost-share money available to assist growers with the transition to organic certification. Contact the FSA with any inquiries towards these programs.

Consent agenda –Ben moved, and Pete seconded:

- To approve the minutes of January 6th, 2022, as written.
- To accept the January 2021 Profit & Loss statement and Balance Sheet as distributed. As of January 31st, the balance in the bank accounts (including the CD) was \$177,347.02. Income of \$24,320.15 included: \$23,171.64 from The Confederated Tribes of the Warm Springs for Watershed Group support, \$1,148.51 from orders for the native plant sale.
- Expenses were those authorized at the January meeting.
- To approve payment of bills #5161-5170 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid

February 3, 2022

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$13,009.39
5161	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5162	US Bank	Clicktime, Zoom, Google, Intuit payroll, Microsoft 360	\$160.96
5163	Century Link	Office phone service	\$192.41
5164	Alix Danielsen	misc. expenses reimbursement	\$155.88
5165	Heather Hendrixson	misc. expenses reimbursement	\$25.50
5166	East Fork Irrigation District	Invoice # 50938 (\$58,860); invoice #50940 (\$72,971.00)	\$131,831.00
5167	AINW, Inc	invoice #9353; CTWS FY 21 contract - Whiskey Ck	\$12,494.44
5168	Columbia Gorge News	Invoice #12436; annual meeting notice x2	\$64.00
5169	SDIS	liability insurance for 2022	\$1,464.00
5170	Pacific Office Automation	copies, invoice # 882314	\$2.09
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,915.80
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,021.44
EP	Vanguard IRA	Simple IRA	\$1,027.00
		Total	\$166,502.76

The motion passed unanimously.

Old Business -Cindy reported that she put together a table of options on different organizational models regarding the **Watershed Group becoming a 501c3**. Cindy reported that she will convene a meeting with the Operations Committee as well as with Pete, Rick, and Brian, and Donna Silverberg. Anyone else interested in attending is welcome to participate. Cindy explained that she hoped to come to a decision on how to move forward and be able to bring a proposal to the Watershed Group. She will send a doodle poll out to the group to set a meeting date.

Heather reported that the SWCD was awarded a **DEQ Air Quality grant**. She reported that Andrew Spaeth put together the grant proposal and will manage a large share of the work done under the grant. The SWCD will manage a program to burn orchard waste utilizing an air curtain burner. Heather explained that it is a one-year contract and will be a quick turnaround to get the work done. Ben asked about the logistics of the air curtain burners. Heather and Carly both noted that the logistics are challenging and the practical applications in orchards have limitations.

Heather reported that the **Air Blast Sprayer Calibration Class** is being organized and will be held on the 9th and 10th of March and conducted in both Spanish and English. People are already signing up. Heather reviewed the logistics and details of the program for the group. The group was supportive.

New Business –

Heather reported that we don't have a **contract yet with the Confederated Tribes of the Warm Springs** for FY 2022. Heather reported that the contract will include funds for Watershed Group support, funds for the SWCD to do landowner outreach on fencing and riparian restoration work, as well as money for the design and implementation of Neal Creek Phase II. Pete moved and Ben seconded approving Brian signing the contract with the CTWS pending Heather's final review. The motion passed unanimously.

A **contract amendment** is needed for work with Parr Excellence for the Neal Creek Phase II design. Alix explained that the design process has been lengthy and the original contract amount was based on secured funds that would be amended once the additional funds were acquired. Alix explained that the contract expanded based on BPA's design input. She would like to amend the contract for a not to exceed amount of \$112,700. Ben moved and Pete seconded to approve the contract amendment with Parr Excellence. The motion passed unanimously.

Heather stated that Richard Larsen would like to continue serving as an **Associate Director for the SWCD**. Pete moved and Ben seconded to have Richard Larson continue serving as an Associate Director to the SWCD. The motion passed unanimously.

Informational Reports –

Carly reported that she has been processing new EQIP applications. She hosted the annual local working group meeting which had good discussions. She has also been in contact with ODF and has had to cancel two forestry contracts. The USFS office is at 25% capacity due to the county's COVID levels. Carly also reported that the soil conservationist position closed, and she is waiting to hear who will be hired.

Kris reported that two OWEB small grants have been awarded to irrigation upgrades. She has continued to work with BPA on getting the Baldwin Creek cultural resource survey done. She went on several site visits and has had many technical assistance requests. She reported that the plant sale is going well and there are not many plants left. She met with DEQ and ODA to discuss the PSP program and our sampling methodologies. She has been comparing the DEQ analytics list with common use pesticides and would also like to compare sampling timing with spray timing. She asked if any board members would be

willing to share their spray records. She has also been working on the sprayer calibration workshop logistics and planning.

Alix reported that she has been busy with the HRWG 501c3 materials and the FIP application. She has also been busy with project reporting. She continues to work with BPA on a design review for the Neal Creek phase II project. She has also begun working on the Neal Creek Phase III project.

Cindy- reported that she renewed the Operations Committee members. Chuck will continue to serve as Chair and Sam Doak as Vice Chair. Craig DeHart with MFID stepped down as the irrigation district representative and Les Perkins filled the vacancy. Cindy reviewed the draft by-laws at the last Watershed Group meeting and said it spawned a lot of conversation on membership and how to maintain meaningful member participation. She also developed an options table on different ways the Watershed Group could organize. Cindy also reported that she has been busy with the FIP application and explained that it was written for about 6.5 million dollars over six years. She has also been helping EFID with the pipeline projects.

Heather reported that she has been busy with billing and finance reporting. She has been getting the OWEB small grants processed and participated in the NRCS working group meeting. She has also participated in 501c3 discussions and will assist FID in their application for a CIS to assist with irrigation upgrades. She attended the OACD board meeting and set up the PSP meeting in February. She also completed the annual tax reporting for the district.

Directors' reports –

Chuck reported that he spent time reviewing the FIP application and complimented the efforts made. He reported that the Mt Hood Railroad has new owners and that the Columbia Land Trust will work with the new owners on potential restoration projects.

Ben reported that he has been spending time with his new baby and coffee shop renovations.

Andrew reported that he has been busy with pruning and offered his spray records for Kris to look at.

Pete has been busy pruning and reported that the Kingsley reservoir is filling up.

Richard reported that he has been working with four different forest collaboratives.

Brian reported that EFID found artifacts in the route of their pipeline and they will address this by rerouting the pipeline ~~above-ground~~ ^{below}. He also thanked the group on their FIP application efforts.

Permits –There were no permits of note.

The next meeting will be on Thursday March 3rd at 4 p.m. held online via Zoom.

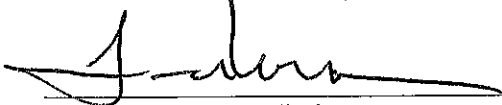
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved approve the contract amendment with Parr Excellence.
- ✓ Moved, seconded, and approved approving Brian signing the contract with the CTWS pending Heather's final review
- ✓ Moved, seconded, and approved Richard Larson to serve as an Associate Director to the SWCD for another term.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 3/3/2022 meeting of the Hood River SWCD.

A handwritten signature in black ink, appearing to read 'Brian Nakamura', written over a horizontal line.

Brian Nakamura, Chair

Hood River Soil & Water Conservation District

Minutes from March 3rd, 2022 District Board Meeting

Present: Directors: Brian Nakamura, Andrew Halliday, Ben Saur, and Rick Ragan

Associate Directors: Chuck Gehling, Richard Larsen

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen

Visitors: Lissa Biehn (Wasco County Farm Service Agency), Theresa DeBardelaben (Oregon Department of Agriculture)

**Note March's meeting was held remotely via video conferencing.*

Theresa reported that Hood River had a Strategic Implementation Area in Odell that started in 2016. Oregon Department of Agriculture (ODA) is looking to do another SIA in Hood River starting this fall. She wanted to remind the group and will plan to give a more in-depth presentation at the next board meeting.

Lissa from Farm Service Agency (FSA) reported that growers should report any loss from freeze damage. She reminded the group that the organic cost share program is still available and to file acreage reports.

Consent agenda –Rick moved, and Ben seconded:

- To approve the minutes of February 3rd, 2022, as written.
- To accept the February 2022 Profit & Loss statement and Balance Sheet as distributed. As of February 28th, the balance in the bank accounts (including the CD) was \$234,580.80. Income of \$222,827.28 included: \$150 SDAO for a longevity credit for insurance, \$15,383.63 from ODA for District support, \$1,500 from DID for Watershed Group support, \$8,000 from FID for Watershed Group support, \$9,000 from The Confederated Tribes of the Warm Springs (CTWS) for Watershed Group support, \$1,235.90 from EFID for reimbursement for seed, \$1,001.89 from orders for the native plant sale, \$169,225.44 from the CTWS for the EFID Whiskey creek pipeline project, \$1,756.25 from the CTWS for Neal Creek Phase II, and \$15,574.17 from the CTWS for Neal Creek Phase I.
- Expenses were those authorized at the February meeting.
- To approve payment of bills #5171-5181 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid

March 3, 2022

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$13,008.92
5171	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5172	US Bank	Clicktime, Zoom, Google, Intuit payroll, Microsoft 360	\$429.54
5173	Century Link	Office phone service	\$189.71
5174	Kris Schaedel	misc. expenses reimbursement	\$58.03
5175	Alix Danielsen	misc. expenses reimbursement (reissue of check #5133 for \$869.05 and check #5152 for \$59.21; voided checks due to checks being lost) + Feb expenses (\$165.56)	\$1,093.82
5176	Heather Hendrixson	misc. expenses reimbursement	\$43.42
5177	East Fork Irrigation District	Invoice #50941 (WPN; Whiskey Ck)	\$24,900.00

5178	Parr excellence	OWEB Neal Creek Phase 2 Design	\$965.00
5179	NOWC	DEI training registration (Cindy, Alix, Chuck)	\$300.00
5180	Columbia Land Trust	OWEB Powerdale Small Grant	\$1,844.08
5181	Pacific Office Automation	copies, invoice # 947252	\$7.08
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,915.84
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,009.66
EP	Vanguard IRA	Simple IRA	\$1,027.00
		Total	\$49,930.95

The motion passed unanimously.

Old Business -Heather updated the group that the watershed group reached first consensus to separate and become a **501c3**. Heather feels the next step is to engage with a legal entity to be able to guide the group through the process. The Center for Non-profit Law in Eugene offers a free consultation to help assess timelines and costs. Heather would like Cindy to set up a meeting and Heather would like at least one SWCD board member to attend the meeting. Cindy reported that the Operations Committee met in February and supported the HRWG separating and becoming a 501c3. She and Heather have been working to review budgets. She and Heather will work to figure out how to share the office and equipment. She is also continuing to work on by-laws. Brian explained that he would like the groups to figure out how the cooperation will look before splitting. He suggested looking to existing examples of an SWCD and Watershed Group working together. Brian would also like input from the SWCD board on how they feel about moving forward. Rick expressed agreement with Brian. Heather and Cindy will get a meeting set up with the Center for Non-Profit Law and whoever would like to participate can. Brian would like a one-page summary of the situation and the desired outcomes sent to the center before the meeting.

Heather reported that the SWCD was awarded a **DEQ Air Quality grant and she now has a grant agreement**. She reported that Andrew Spaeth put together the grant proposal and will manage a large share of the work done under the grant. The SWCD will manage a program to burn orchard waste utilizing an air curtain burner. Heather explained that it is a one-year contract and will be a quick turnaround to get the work done. Heather reported that it is her name on the grant agreement and with board approval she can sign it. She will send the grant agreement out to everyone and address any concerns. Ben moved and Andrew seconded authorizing Heather to sign the grant agreement with DEQ barring any concerns. The motion passed unanimously.

Heather reported that she does not have a **contract with the CTWS** yet, but it should be available soon. It will be back dated to start on February 1st so the billable hours can be recouped. The contract will include \$36,000 for Watershed Group support, \$2,500 for the SWCD for landowner technical assistance for riparian planting and fencing work, and \$53,073 for Neal creek Phase II design.

New Business –

Kris reported that she could use some **help with the plant sale**. The sale days are April 1st 1-5pm and 2nd 9-1pm. Friday will certainly be the busier day if anyone is available. Chuck said he could likely help.

Informational Reports –

Kris reported that she has been busy with logistics for the sprayer calibration workshop, as well as beginning to figure out the logistics for the air curtain burner and what that program might look like. She has been working to reassess the PSP program and our monitoring strategy to see if we are answering the questions we are intending to. She presented what she found at the PSP spring meeting. Plant sale orders

have been coming in and plants are almost completely sold out. She has organized a rep from Wilbur Ellis to install a soil moisture probe in the MCAREC orchards for the farm manager and researchers to use as well as for the SWCD to access and interface with the data. She has also been working on a presentation to the master gardeners on incorporating native plants into the landscape as well as participating on a sizeable pollinator planting installation on an orchard.

Alix reported that she attended the River Restoration NW conference and a DEI training and reported both were good. She has been scoping the third phase of the Neal Creek project on county land. The phase II design is entering the permitting process. She reported that she saw Phase I at high water and the project looked good. She has been doing some work planning. She reported that the Watershed Group will apply for an OWEB technical assistance grant for Tony Creek fish passage design, and an OWEB restoration grant for McGee Creek in 2023. They will also apply for a Pacific Power Blue Sky grant for the Tony Creek design. They will also apply for an OWRD grant for EFID. The Watershed group is going to work with the County to help with reporting and getting into compliance on the Evans Creek culvert project.

Cindy- reported that she has been working on operations activities. She attended a DEI training which was good. She also attended the River Restoration NW. She met with the new owner of the Mt Hood Railroad and Columbia Land Trust to discuss future plans for the railroad. She has also been assisting EFID with the Eastside Lateral Project.

Heather reported that there is still some room in the March 9th Spanish language sprayer calibration training. She attended the OACD Board meeting and they doing some interesting work in the legislature with working lands. She has also been busy with logistics for the DEQ air quality grant and the sprayer calibration class. She also reported that the PSP meeting went well and that there continued to be a decreasing trend in detections. Imidacloprid was the one product above the EPA benchmark. She also mentioned that she followed up with DEQ on their septic system program thinking that there may be a fit for the program with worker housing in the valley. More to come on that.

Directors' reports –

Rick had nothing to report

Chuck reported that he attended the DEI training and it was a good experience. He also reported that the county will begin to have a newsletter to keep residents updated and that there will be a recycling collection facility set up at the rebuild-it center.

Ben reported that he has been spending time with his new baby and beginning to get the greenhouses covered and seeds started. He was curious about any updates to Laurence Lake.

Andrew reported that he has been busy with orchard operations.

Richard reported that he has been working with four different forest collaboratives.

Brian reported that EFID is almost done with the Larizza (Whiskey Creek) Pipeline project. The DEQ loan was approved so they can provide matching funds to other grants. He also reported that Hwy 35 has been designated the Japanese Memorial Hwy.

Permits –Heather reported that there was a permit to put a mobile home on a piece of property adjacent the Middle Fork Hood River. She can send a standard letter.

The next meeting will be on Thursday April 7th at 4 p.m. held online via Zoom.

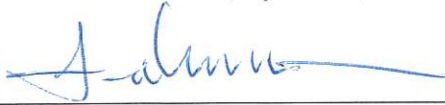
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved approve authorizing Heather to sign the grant agreement with DEQ barring any concerns.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the April 7, 2022 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from April 7th, 2022 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Ben Saur, Pete Siragusa, Ben Saur, and Rick Ragan

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen, Carly Heron

Visitors: Lissa Biehn (Wasco County Farm Service Agency), Theresa DeBardelaben (Oregon Department of Agriculture), Angel Robinson (NRCS)

**Note April's meeting was held remotely via video conferencing.*

The group introduced themselves for the sake of the visitors.

Lissa from Farm Service Agency (FSA) reported that growers should report any loss from freeze damage. She reminded the group that the organic cost share program is still available and to file or update acreage reports. There is also a new program for emergency livestock relief. Other crops will likely become eligible for relief funds in the near future.

Angel introduced herself to the group. She is the new soil conservationist for NRCS in the Parkdale office. She will work closely with Carly Heron. The group welcomed her.

Consent agenda –Pete moved, and Rick seconded:

- To approve the minutes of March 3rd, 2022, as written.
- To accept the March 2022 Profit & Loss statement and Balance Sheet as distributed. As of March 31st, the balance in the bank accounts (including the CD) was \$ 205,140.51. Income of \$20,609.41 included: \$1,285.00 from registration fees for the sprayer calibration workshop, \$638.16 from orders for the native plant sale, and \$18,686.25 from OWEB for the Eastside Lateral Pipeline Project .
- Expenses were those authorized at the March meeting.
- To approve payment of bills #5182-5196 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid

April 7, 2022

Check No.	Payee	Account	Amount
DD	staff	staff wages	
5182	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5183	US Bank	Clicktime, Zoom, Google, Intuit payroll, computer for Kris, sprayer workshop water sensitive paper	\$1,241.38
5184	Century Link	Office phone service	\$184.03
5185	Kris Schaedel	misc. expenses reimbursement	\$478.08
5186	Alix Danielsen	misc. expenses reimbursement	\$188.89
5187	Cindy Thieman	misc. expenses reimbursement	\$141.58
5188	Heather Hendrixson	misc. expenses reimbursement	\$2,390.21
5189	Champoege Nursery	plant sale plants	\$2,599.00
5190	WACD	plant sale plants	\$303.10
5191	Lava Nursery	plant sale plants	\$1,342.50
5192	Pete Siragusa	OWEB small grant	\$7,143.60
5193	EFID	OWEB eastside lateral pipeline	\$16,987.50

5194	Andrew Spaeth	April 2, 2022 - DEQ smoke mgmt grant	\$1,800.00
5195	Parr excellence	Neal Creek Phase 2 - CTWS contract	\$12,517.68
5196	Pacific Office Automation	copies, invoice # 9535	\$7.15
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,915.78
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,010.16
EP	Vanguard IRA	Simple IRA	\$1,027.00
		Total	\$54,416.49

The motion passed unanimously.

Old Business – Cindy reported that the HRWG reached second consensus to form a 501c3 and first consensus to be a non-member organization. Cindy explained that she and Heather, along with some members of the operations committee and board members, met with the Center for Non-profit Law. Cindy explained the services that will be provided so that the formation of the HRWG as a separate entity and separation from the SWCD is legally sound. It is estimated that the services will cost about \$7,000. Brian reminded the group that there will need to be an updated MOU between the Watershed Group and SWCD. Brian and Pete both expressed the need to be organized and ready to go when we have a signed contract with the law center because their services will last 6 months. There is a need to capitalize on trainings and reduce costs. Heather posed the idea of just updating the existing MOU until the HRWG is ready to separate completely.

Heather reported that the SWCD now has a signed contract with the Confederated Tribes of the Warm Springs. It has been back dated to February. The contract includes \$36,000 for Watershed Group support, \$2,500 for the SWCD for landowner technical assistance for riparian planting and fencing work, and \$53,073 for Neal Creek Phase II design.

New Business –

Theresa provided the group a presentation on the ODA Strategic Implementation Area Program. There have been a number of updates to the program since the Odell SIA took place. She described the project timelines and protocols. She also discussed funds available to help with technical assistance and monitoring. The planning and partner meetings will begin in the fall or winter of 2022 with the potential of an open house with the public in summer of 2023. Theresa will be on a detail with OWEB for the next year. The group will continue to discuss the targeted geographic region for the SIA, and how to best approach projects and funding.

Informational Reports –

Carly expressed excitement to have Angel on board and to be working with her. She has been obligating EQIP and RCPP funds for air quality, pollinator habitat, and irrigation improvements. She has also been doing some technical assistance on potential forestry projects. She is continuing to try to get applications for EQIP in MFID for irrigation projects.

Kris reported that she has been busy. The sprayer calibration workshop went well, and she spoke highly of the instructors and the students. She has also been helping with some of the air curtain burner program logistics. The plant sale also went well and was logistically very simple this year and customers seemed happy with the plants. She prepared and presented to the Master Gardeners about large scale native plant installations. PSP sampling started, and she will present again to the Water Quality Pesticide Management Team in April. She is gearing up for garlic mustard season as well as a lot of upcoming technical assistance.

Alix reported that she has been busy with planning and outreach efforts as well as preparations for the Master Naturalist class. She has been working with the CTWS on permitting and project development. She has also been working with the county to bring the Evans Creek culvert project into compliance and is coordinating a volunteer day on April 22nd for weeding and mulching there. She also participated in a survey of the ditches and culverts in EFID's Eastside Lateral area.

Cindy- reported that she has been working on operations activities. She has also been attending partner meetings like Stew Crew and the Bull Trout working group. She has been working with partners to create a fish monitoring plan. She also has been working on a Jubitz Family Foundation grant as well as invoices for EFID.

Heather reported that she has a contract with Valley Environmental to start burning orchard waste with an air curtain burner. She has burns lined up at the OSU field station as two other private landowners. She has also been busy with invoicing and end of the year activities.

Directors' reports –

Chuck reported that he attended the Powerdale lands meeting. He also participated in the meeting with the Center for Non-Profit Law. He complimented the group on the plant sale and the DEQ air quality grant work.

Pete reported that he has been busy with orchard operations. He also reported that the County will open Kingsley for day-use in June.

Andrew reported that he has been busy with orchard operations and frost control. He also spoke to Ashley about air quality work and how to publicize the information.

Rick had nothing to report.

Ben reported that he has been busy with farm operations and will have staff starting shortly.

Brian reported that bloom is early this year. EFID is working to applying for other grants to improve the laterals.

Permits –There were no permits of note.

The next meeting will be on Thursday May 5th at 4 p.m. held online via Zoom.

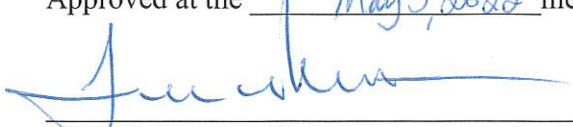
Summary of Actions Taken:

✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the May 5, 2022 meeting of the Hood River SWCD.



Brian Nakamura, Chair

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**Hood River Soil & Water Conservation District
Minutes from May 5th, 2022 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Ben Saur, and Pete Siragusa

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen, Carly Heron (NRCS), and Angel Robinson (NRCS)

**Note May's meeting was held remotely via video conferencing.*

Consent agenda –Pete moved, and Andrew seconded:

- To approve the minutes of April 7th, 2022, as written.
- To accept the April 2022 Profit & Loss statement and Balance Sheet as distributed. As of April 30th, the balance in the bank accounts (including the CD) was \$212,373.47. Income of \$74,869.43 included: \$17,984.09 from OWEB for Council Support, \$3,487.81 from CTWS for staff contributions, \$210.00 from sprayer calibration class registration fees, \$1,134.00 from the plant sale, \$22,712.81 from NRCS for the pollinator pipeline project, \$12,517.68 from the CTWS for the Neal Creek Phase II project, \$8,741.02 from OWEB for the Powerdale Small grant project, and \$8,082.02 from OWEB for the Siragusa 2018 Small Grant.
- Expenses were those authorized at the April meeting.
- To approve payment of bills #5197-5207 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		May 5, 2022	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$13,008.51
5197	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5198	US Bank	Clicktime, Zoom, Google, Intuit payroll, domain registration	\$78.96
5199	Century Link	Office phone service	\$201.63
5200	Kris Schaedel	misc. expenses reimbursement	\$141.01
5201	Alix Danielsen	misc. expenses reimbursement	\$241.30
5202	Heather Hendrixson	misc. expenses reimbursement	\$42.25
5203	Farmers Irrigation District	NRCS Pollinator CIG project expenses	\$1,643.35
5204	VAE LLC	DEQ smoke mgmt, invoice #1001, 1002	\$9,650.00
5205	Neal Creek Forest Products	County - Evans Creek. Invoice #6996	\$920.00
5206	Andrew Spaeth	invoice #2 - DEQ smoke mgmt grant	\$1,950.00
5207	Pacific Office Automation	copies, invoice # 85650	\$68.37
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,915.82
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,011.50
EP	Vanguard IRA	Simple IRA	\$1,027.00
		Total	\$35,070.51

The motion passed unanimously.

Old Business – Heather reported that she sent the amended “**Fiscal Sponsor Agreement**” to the Board. She would like everyone to review it and send along any comments or edits. She would like to finalize and approve the new agreement at the next board meeting. Cindy mentioned that the final page is the most relevant and altered. Heather is still waiting to hear back from the Center for Non-Profit Law.

Cindy reported that she is beginning to work on a document that outlines what happens to each grant after the split. She is also looking at what happens with shared programs like Google Drive and Clicktime. She mentioned that OWEB also has requirements as to what they need before they can direct funds to the HRWG.

New Business –

Heather provided the group with a draft of the **Annual Work Plan**. She would like the group to review it and provide any feedback so that it can be approved at the next board meeting. Heather explained the work plan and the categories, as well as the time estimates based on last year's hours. She will email out a copy to the board and hopes to approve it at the next board meeting. The group will provide any comments or feedback before then.

Heather provided the group a **draft budget** and hopes to approve it at the next board meeting. The budget includes a 3% raise for staff as a cost of living increase. She reminded the group the budget is still in draft form and some numbers may change. Heather ran through all of the anticipated projects and their funding sources. Expenses are not likely to change drastically from this year. Heather will have a budget memo prepared for the next board meeting. The group will review it and provide feedback before the next meeting.

Heather reported that she and Kris met with David Skakel with **Tri-County Waste** to discuss a small grant from the Tri County Waste program. Their grant program would be a good fit for installing spray buffers adjacent orchards. The application is due June 1st. The group was supportive.

Alix reported that she applied for an **ODFW grant** and was awarded funds for a fish passage design on Tony Creek. The grant funds will need to be spent by June 2023. The group was supportive.

Informational Reports –

Carly reported that it has been a busy spring and she has been working to get Angel up to speed in the Soil Conservationist position. Angel has been helping out in The Dalles as well as training with ODF. Carly received approval to get the MFID CIS reactivated; she is waiting to hear about the EFID RCPP modifications. She also has two air quality projects waiting for funding.

Angel reported that she is happy to be back and working in the Hood River Valley, after spending the last three years in Goldendale. She is working to get up to speed on NRCS systems and protocols. She has a background in forestry and has been getting out to work with ODF to do some inventory surveys.

Kris reported that she has been busy. She reported that the plant sale went well and will have a final report next month. She reported that her presentation on large scale native plant installations to the master gardeners was well received. She has started work on the garlic mustard eradication effort and this will be the second year that no plants will go to seed. She also has been busy doing a lot of technical assistance with landowners. She brought up that several site visits involved landowners who had taken orchard out of production and were putting in pasture. She would like to discuss this kind of crop transition as part of a larger conversation with board members.

Alix reported that she has been busy with project reporting and planning for the Master Naturalist program. She has been working on the Neal Creek Phase II project to get the design and cultural resource survey done. The contractors will submit bids to the CTWS. She reported that the Earth Day work party went well and had about 25 volunteers. She reported that Pfiem has a "salmon-safe" beer on tap and 50% of the proceeds will go towards the Watershed Group. She met with Eco Trust Forest Management to

explore other potential projects on their land. She mentioned that there will be a work party on May 9th at the Odell dam site.

Cindy- reported that she has been working on operations activities and establishing the Watershed Group as a 501c3 non-profit. She has worked on the work plan and budget. At the watershed group meeting she reported they discussed policies and how the board will be constructed and the ways in which the members will contribute. She attended a Forest Collaborative meeting. She and Alix assisted Watershed Professionals Network with surveying culverts. She presented to the Jubitz Family Foundation trustees. She also assisted EFID with an Oregon Water Resources Department grant for the Eastside lateral project.

Heather reported that she will present to the Board of Commissioners on the 16th. She attended the OWEB climate listening session. OWEB grants will now need to address climate change in some capacity. She has continued working on facilitating the air curtain burner project. There will be an orchard burn next week. She has begun to look at health insurance options for staff. She has been busy with lots of staff support and end of the year operations. Brian reminded the group that Heather's review will happen in executive session at the next board meeting.

Directors' reports –

Chuck reported that he attended the volunteer events with the Watershed Group and has been working with the Hood River Parks and Rec Department to help complete a section of trail.

Andrew reported that he has been busy with orchard operations.

Pete reported that he has been busy with orchard operations. The snowpack looks good though.

Ben had nothing to report.

Brian reported that it was good to see the turnout at the work party. He thanked Cindy, Nicholas, Veronica, and Steve for their work on the OWRD grant.

Permits –There were no permits of note.

The next meeting will be on Thursday June 2nd at 4 p.m. held online via Zoom.

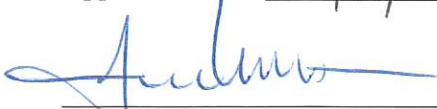
Summary of Actions Taken:

✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 6/2/2022 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from June 2nd, 2022 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Rick Ragan and Pete Siragusa

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen, Carly Heron (NRCS)

Visitors- Lissa Biehn

**Note June's meeting was held remotely via video conferencing.*

Lissa reported that the emergency relief program is now available to growers. She provided specifics on the program. She reminded growers to keep up on their acreage reports and other paperwork for FSA.

Consent agenda –Pete moved, and Rick seconded:

- To approve the minutes of May 5th, 2022, as written.
- To accept the May 2022 Profit & Loss statement and Balance Sheet as distributed. As of May 31st, the balance in the bank accounts (including the CD) was \$218,065.74. Income of \$40,756.13 included: \$15,383.63 from ODA for District support, \$5.00 from plant sale, \$17,381.76 from DEQ for the DEQ Smoke Management Grant, and \$7,985.74 from OWEB for the Hood River Pesticide Management Grant.
- Expenses were those authorized at the May meeting.
- To approve payment of bills #5208-5223 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid

June 2, 2022

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$13,008.68
5208	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5209	US Bank	Clicktime, Zoom, Google, Intuit payroll, domain registration	\$1,554.70
5210	Century Link	Office phone service	\$194.80
5211	Kris Schaedel	misc. expenses reimbursement	\$206.94
5212	Alix Danielsen	misc. expenses reimbursement	\$146.13
5213	Cindy Thieman	misc. expenses reimbursement	\$145.69
5214	Heather Hendrixson	misc. expenses reimbursement	\$85.83
5215	Ash Creek Forest Mgmt	invoice #6019, garlic mustard	\$10,000.00
5216	EFID	invoice #50958. OWEB eastside lateral pipeline	\$38,434.00
5217	Leah Gronner	small grant #14-20-005	\$13,416.00
5218	Parr Excellence	invoice #15. Neal Ck Phase 2 (CTWS)	\$18,761.00
5219	Center For Nonprofit Law	HRWG 501c3 development, payment #1	\$3,650.00
5220	Hood River County Fair	booth for SWCD	\$100.00
5221	Pacific Office Automation	copies, invoice # 142446	\$54.91
5222	Andrew Spaeth	invoice #3, DEQ Smoke Management	\$1,750.00
5223	VAE, LLC	invoice #1003, DEQ Smoke Management	\$4,525.00
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,915.78
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,010.98
EP	Vanguard IRA	Simple IRA	\$1,027.00
		Total	\$113,158.25

The motion passed unanimously.

Old Business – Heather reported that there is an **amended Fiscal and Employment Sponsorship Agreement between the HRWG and the SWCD**. She explained that the original agreement terminates when the HRWG incorporates. The agreement has been modified to extend the fiscal and employment sponsorship to accommodate the transition period of the HRWG to a 501c3. Under the amended agreement, fiscal and employment sponsorship of the HRWG by the HRSWCD will terminate when both parties sign a document ending this agreement. Heather recommended the board sign the new amendment. Pete moved and Ben seconded signing the amended agreement with the HRWG. The motion passed unanimously.

Heather provided the group with the **Annual Work Plan**. She heard no comments or feedback from the board and no changes had been made since the draft version. She explained that the work plan will change after the HRWG separation, but it is a living document and will be updated accordingly. Pete moved and Rick seconded approving the 2022-2023 Annual Work Plan. The motion passed unanimously.

Heather provided the group a **draft budget** with three different budget scenarios. Heather reviewed each option for the group. All of the budget scenarios included a 3% raise for staff for a cost-of-living increase. The second budget scenario included a salary adjustment for Kris's position, and the third scenario included \$500/ month to staff for health insurance. Ben expressed support for increasing Kris's salary. The group discussed the various scenarios as well as complications of health insurance. The group and staff also highlighted monetary unknowns after the separation. Heather agreed to continue looking into health insurance options moving forward but recognized it will be simpler after the HRWG separates. Rick moved and Pete seconded approving the 2022-2023 budget with a 3% cost of living increase and a salary adjustment for Kris. The motion passed unanimously.

Heather provided the group **the budget memo** and reported that it is in a similar format as in year's past. She reported that the income and expenses will warrant a full audit again this year. The memo summarizes completed projects. There were no comments from the board. The group was supportive.

Heather expressed interest in having two board members on a **financial committee**. She would like them to assist in conversations and discussions regarding financial matters between the SWCD and the HRWG through the separation. Pete and Rick agreed to be on the financial committee. Heather thanked them both.

New Business –

Heather reported that she reviewed the **contract with Neal Creek Forest Products** for trees with rootwads and boulders for Neal Creek and recommends signing it. Pete moved and Ben seconded signing the contract with Neal Creek Forest Products. The motion passed unanimously.

Alix updated the group that she will be submitting an application to Pacific Power Blue Sky grant program for the Tony Creek fish passage project for design and implementation work. The group was supportive.

Informational Reports –

Carly reported that it has been a busy spring and she has been working to get Angel up to speed in the Soil Conservationist position. She continues to work on the MFID irrigation upgrade contracts and has done a lot of completion inspections primarily of irrigation systems. She hosted the Oregon Leadership Team to a site visit of some projects completed by NRCS. She also helped orchestrate and attended a training with NRCS and ODF on forestry practices in The Dalles.

Kris provided the group a financial overview from the plant sale. It was in line with the sales from years past. She reported that fewer plants were sold because she estimated conservatively when ordering from the nursery. However, the plants sold more completely due to day-of sales. She is planning to order more plants to be available for the sale days next year. She also completed garlic mustard treatments; the crews were able to hand-pull all the flowering garlic mustard plants for the second year in a row. She and Heather also applied for the Tri-county waste grant for spray buffer plantings.

Alix reported that she deployed the MFID temperature probes, assisted with the Master Naturalist field day, and will be participating in the STEM fair this weekend. The Neal Creek Phase II design is completed, and the cultural resource survey is underway. CTWS has hired a contractor to do the implementation. The nest traps for the pollinator pipeline project have been deployed. She also hosted a work party at the Odell dam site.

Cindy- reported that the HRWG was awarded funds from the Jubitz Family Foundation. She has been working on organizational development tasks and timelines. She has a couple of meetings coming up with the Center for Non-profit Law. She has been preparing for the FIP meeting with OWEB. The FIP proposal was ranked fairly high. She has been working with the Army Corps of Engineers, USGS, and the CTWS on a fish monitoring study. She also met the new area land manager for Green Diamond.

Heather reported that she presented to the Board of Commissioners. She also participated in the Oregon Agricultural Trust meeting and spoke to a representative about work they may be doing in the Parkdale area regarding easements.

Directors' reports –

Chuck reported that he has been working with the Hood River Parks and Rec Department to help complete a section of the Indian Creek Trail.

Ben reported that he has been busy with farm operations.

Pete reported that the opening of the Kingsley County Park has been pushed back due to wet weather.

Brian reported that irrigation season has not begun yet, and it seems that the weather really affected his peaches, nectarines, and cherries, but the pears look good.

Permits –There were no permits of note.

The next meeting will be on Thursday July 7th at 4 p.m. held online via Zoom.

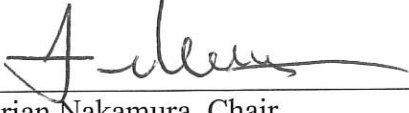
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved signing the updated Fiscal and Employment Sponsorship Agreement with the HRWG
- ✓ Moved, seconded, and approved approving the 2022-2023 Annual Work Plan
- ✓ Moved, seconded, and approved approving the 2022-2023 budget
- ✓ Moved, seconded, and approved signing the contract with Neal Creek Forest Products

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 7/7/2022 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from July 7th, 2022 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Rick Ragan and Andrew Halliday

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen, and Carly Heron (NRCS)

Visitors- Lissa Biehn (FSA)

**Note July's meeting was held remotely via video conferencing.*

Lissa reported that the emergency relief program is now available to growers. She provided specifics on the program. If growers are reporting crop losses, there will need to be an appraisal shortly after harvest by FSA. She reminded growers to keep up on their acreage reports and other paperwork for FSA.

Consent agenda –Ben moved, and Rick seconded:

- To approve the minutes of June 2nd, 2022, as written.
- To accept the June 2022 Profit & Loss statement and Balance Sheet as distributed. As of June 30th, the balance in the bank accounts (including the CD) was \$162,201.88. Income of \$57,284.65 included: \$42,277.40 from OWEB from the Eastside Lateral Pipeline Project, \$14,957.00 from OWEB for the Gronner Irrigation Improvement Project, and \$50.25 from interest on the CD.
- Expenses were those authorized at the June meeting.
- To approve payment of bills #5224-5236 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid

July 7, 2022

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$13,008.99
5224	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5225	US Bank	Clicktime, Zoom, Google, Intuit payroll, office supplies, IT support	\$297.46
5226	Century Link	Office phone service	\$191.77
5227	Kris Schaedel	misc. expenses reimbursement	\$110.35
5228	Alix Danielsen	misc. expenses reimbursement	\$3,301.37
5229	Andrew Spaeth	Invoice #4, DEQ Smoke Management	\$1,750.00
5230	Mt. Adams Resource Stewards	Invoice 2021-40-34 DEQ Smoke Management	\$17,500.00
5231	Hilton Farms LLC	OWEB Small Grant # 14-22-007	\$13,454.00
5232	Broken Acres Orchard LLC	OWEB Small Grant # 14-20-006	\$6,132.15
5233	TCLC Holdings LLC	OWEB Small Grant # 14-22-004	\$10,952.00
5234	SDIS	Workers Comp Insurance 2022-23	\$634.67
5235	OACD	annual dues	\$576.95
5236	Pacific Office Automation	copies, invoice # 205655	\$12.89
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,915.82
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,010.60
EP	Vanguard IRA	Simple IRA	\$1,027.00
		Total	\$75,046.83

The motion passed unanimously.

Old Business –

Heather reviewed the **budget vs actual for FY 2021-2022**. She reviewed the projects over the last year and highlighted any discrepancies. The total net income was about \$8,000 over what was anticipated.

Heather also reminded the **board that elections** were coming up. Ben has agreed to run again. Rick Ragan's At-Large 2 position is open, and Heather asked if anyone knew someone that would be interested to pass their information along. The paperwork is due August 30th.

Heather shared a power point outlining the upcoming work to be done on **the Hood River Watershed Group (HRWG) becoming a 501c3 and terminating employment** with the district. Employment is set to end August 31st. Cindy has drafted a new agreement that Heather will review and forward to the board for a vote next month. Heather reviewed the list of grants that are still open and which ones the HRWG will transfer to their name as well as the ones that will remain with the SWCD. The district and the HRWG will need to outline how and when to bill each other for services. Projects that are completed that still have post grant funds will be transferred to the HRWG and they will submit the post grant reports. There are several grants and contracts that will stay with the SWCD for simplicity's sake. Heather also outlined how the office, supplies and equipment will be shared, or ownership defined. There are still several things to work out such as the OSU lease, workers comp insurance, the transfer of leave, finalizing funds disbursement, and finalizing a cooperative agreement. She will meet and work with the financial committee on some of these items.

Cindy provided the group a general update on the status of the HRWG. The HRWG is incorporated as of June 1st. They have completed and approved their bylaws. They have also affirmed their elected officers and have an EIN number. They are working to open a bank account with US Bank. They have identified a bookkeeper and an accountant. They are applying for a SAM account. Brian asked about the board. It is currently comprised of six members. Cindy reviewed board member names and positions.

New Business –

Heather reported that **there is a new agreement with Friend and Regan for the annual audit requiring board signature**. This agreement outlines timelines and responsibilities for each party regarding the audit. Each board member has been sent a form to sign and send back to Friend and Regan. The board agreed to sign the document promptly and send it back.

Informational Reports –

Carly reported that she applied for a WaterSMART grant for irrigation upgrades in Middle Fork Irrigation District. She requested funds for approximately 1,300 acres over five years. She attended site visits as part of the OWEB technical review team - the projects will get ranked during the OWEB meeting in July. She expressed complications with projects changing and cultural resource surveys not getting done within the protocols. She and Angel are putting together landowner outreach to help ensure landowners and project managers understand the parameters around cultural resource surveys.

Kris reported that she has been busy this month with OWEB small grant completion reporting and year-2 reports. She and Heather applied for a grant through Tri-County Hazardous Waste for riparian buffer planting projects and were awarded \$5,000. They are also working on an application for the ODA PSP program for additional riparian buffer plantings. She also mentioned that the goat's rue infestation turned out to be crown vetch, a weed but not an A-listed weed.

Alix reported that she has been participating in the 501c3 meetings. She took a training to become a certified sediment and erosion control inspector. She is also working to get prepared for starting the Neal Creek in-stream project work. She received both the ODFW and the Pacific Power Blue Sky Grant for the design of Tony Creek, and those grants will go directly to the HRWG 501c3. She is continuing to work

with both BPA and the CTWS. She did some Evans Creek monitoring and participated in the netting surveys with the Oregon Bee Project on the FID pipeline project. She also participated in the STEM fair.

Cindy- reported that she has been busy with 501c3 development. She hosted a tour of the West Fork at Red Hill large wood project for the June HRWG meeting. She helped with the DSL monitoring requirements for the MFID Coe Branch Pipeline Project. She is continuing to work with EFID to resolve some storm water mitigation issues. She spent time preparing for the OWEB FIP interview and reported that ultimately the application ranked 7th, likely below the funding line.

Heather reported that she attended an ODA webinar and the Strategic Implementation Area work will be postponed for at least one year due to staffing issues. ODA has also updated their Scope of Work quarterly reporting requirements. Heather participated in the FIP interview meeting and worked with the USFS to secure RAC funds. She did a lot of billing this month and prepared for the audit. She also has worked on sorting out the HRWG separation logistics and timing. She did some groundwater monitoring with Kris this month as well. Heather reported that the Google Drive program that holds the District's and HRWG's files imploded and required a lot of attention to get the files back and put back into order. She hired a contractor to help and get the district set up with Microsoft One Drive. The new system seems to be working well.

Directors' reports –

Chuck reported that he also participated in the FIP application process, as well as meetings for the formation of the 501c3.

Rick reported that he attended some field trips with the Hood River and Wasco County Forest Collaboratives. He also visited the Kingsley Reservoir and the new county park and was impressed with the work that has been done up there.

Ben reported that he has been busy with farm operations.

Andrew is busy with farm operations and reported beginning irrigation sets late this year.

Brian reported that there is a broad range in ripeness of cherries; the pack out this year will be challenging. EFID hired a contractor for the Whiskey Creek Pipeline Project.

Permits –There were no permits of note.

The next meeting will be on Thursday August 4th at 4 p.m. held online via Zoom.

Summary of Actions Taken:

✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the Aug 4, 2022 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from August 8th, 2022 District Board Meeting**

Present: Directors: Brian Nakamura, Rick Ragan Pete Siragusa, and Andrew Halliday

Associate Directors: Chuck Gehling,

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen, and Carly Heron (NRCS)

Visitors- Chal Oates

**Note August's meeting was held remotely via video conferencing.*

The group introduced themselves for the sake of the visitor and welcomed Chal to the meeting.

Consent agenda –Pete moved, and Rick seconded:

- To approve the minutes of July 7th, 2022, as written.
- To accept the July 2022 Profit & Loss statement and Balance Sheet as distributed. As of July 31st, the balance in the bank accounts (including the CD) was \$221,968.14. Income of \$134,831.36 included: \$11,991.69 from OWEB for council support, \$28,418.02 from CTWS, \$2,000 from BEF tree credits, \$764.10 from Middle Fork Irrigation District for reimbursement for temperature probes, \$5,000 from the Tri County Waste for riparian buffer plantings, \$7,923.49 from DEQ for the Smoke Management grant, \$64,863.15 from OWEB for small grants and \$13,870.91 from the USFS for Garlic Mustard.
- Expenses were those authorized at the July meeting.
- To approve payment of bills #5237-5250 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid August 4, 2022

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$13,588.02
5237	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5238	US Bank	Clicktime, Zoom, Google, Intuit payroll, MFID temperature probes (were reimbursed by MFID)	\$825.07
5239	Century Link	Office phone service	\$195.30
5240	Kris Schaedel	misc. expenses reimbursement	\$61.10
5241	Heather Hendrixson	misc. expenses reimbursement	\$35.63
5242	Parr Excellence	CTWS Neal Creek Phase 2 Design	\$6,112.31
5243	AINW, Inc.	OWEB Neal Ck Phase 2 Design	\$17,407.52
5244	Farmers Conservation Alliance	NRCS Pollinator CIG story map	\$3,200.00
5245	Ron Rivers Orchards, Inc	OWEB small Grant 14-22-002	\$13,454.00
5246	Moore Orchards, Inc.	OWEB small Grant 14-22-008	\$13,454.00
5247	Center For Nonprofit Law	Nonprofit start up package, payment #2	\$3,500.00
5248	Columbia Gorge News	June 2022 notice of election	\$52.00
5249	Weatherly Printing	quickbooks checks	\$141.30
5250	Pacific Office Automation	copies, invoice # 269596	\$16.59
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,915.82
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,009.98
EP	Vanguard IRA	Simple IRA	\$1,027.00
		Total	\$79,166.45

The motion passed unanimously.

Old Business –

Heather updated the group on the **cooperative agreement between the SWCD and HRWG**. The document outlines how to share equipment and office space. OSU would like the HRWG to sublease from the SWCD. Heather put together a sublease agreement and it will have to be reviewed and approved by OSU. Cindy and Heather are continuing to work on a reimbursement service agreement for billing each other. Heather received in writing that the HRWG is terminating employment effective September 1st. Money for comp time and unpaid vacation will be paid to the HRWG for them to take on the liability. Heather reported that OWEB grants will need to be transferred from the SWCD later. Pete moved and Rick seconded to approve to sign the cooperative agreement with the HRWG contingent on any updates or changes made. The motion passed unanimously.

New Business –

Heather reported that the SWCD signed a **contract with Red Tail Forestry** for \$22,000 as part of the DEQ Smoke Management Program. Andrew Spaeth will primarily manage that contract and most of the project.

Heather reported that she has a **signed grant agreement with ODA** for \$9,000 for the riparian buffer plantings and pesticide trainings.

Heather also reported the SWCD will receive an extra **\$21,555 from ODA for operational expenses**.

Informational Reports –

Carly reported that she has been busy with inspections and certifications for EQIP projects. She has also been processing applications for the Middle Fork Irrigation District CIS and East Fork Irrigation District RCCP funds. She attended a Region 4 OWEB review team meeting. She has spent some time updating office documents. Angel has been working on a Forest Health CIS for 2024. She has also been attending lots of trainings and put together a county fair display. Carly expressed concerns over the wildfire risk assessment map.

Kris reported that she and Heather were awarded \$9,000 from ODA to support the pesticide trainings and riparian buffer plantings. She put together a county fair display and reported that attendance at the fair was low, but based on the brochures that were taken, seemed like the booth was visited. She and Heather met with Leo Garcia to discuss the fall BMP pesticide trainings. She did some work with the PSP program and monitoring and a fair amount of landowner technical assistance.

Alix reported that she has been busy with the Neal Creek Restoration Project. They have been staging and doing pre-project monitoring and construction began last Monday. She released the RFP for the Tony Creek Fish Passage Project. There will be an Evans Creek work party later in the month. FCA posted a video of the FID Pollinator Pipeline Project.

Cindy- reported that she has been busy with 501c3 development. She held a HRWG board meeting and training with The Center for Non-Profit Law. She also assisted in a tour with Senator Merkley on the EFID Pipeline Projects. She submitted a letter to the OWEB board regarding the FIP application Process. She has also been assisting Alix with project work.

Heather reported that over 95% of the OWEB small grant funds have been allocated in our region so we will receive an additional \$31,000 for project work. ODA is also offering a new grant program with an application window in September; however, funds need to be spent by June 30.

Directors' reports –

Chuck reported that he also participated in the HRWG board meeting and has spent a lot of time reviewing new organizational documents. He also mentioned that he saw some monarch butterflies along the Deschutes River.

Rick had nothing to report.

Andrew is beginning to pick cherries and busy with farm operations.

Brian reported that cherries were a partial crop due to spring weather this year. He participated in an interview with OPB regarding the PSP program.

Permits –There were no permits of note.

The next meeting will be on Thursday September 1st at 4 p.m. held online via Zoom.


Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to sign the cooperative agreement with the HRWG contingent on any updates or changes made.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 9/1/2022 meeting of the Hood River SWCD.



Brian Nakamura, Chair

Hood River Soil & Water Conservation District
Minutes from September 1st, 2022 District Board Meeting

Present: Directors: Brian Nakamura, Rick Ragan, Pete Siragusa, Ben Saur, and Andrew Halliday

Associate Directors: Chuck Gehling,

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, and Carly Heron (NRCS)

Visitors- none

**Note September's meeting was held remotely via video conferencing.*

Consent agenda –Ben moved, and Pete seconded:

- To approve the minutes of August 4th, 2022, as written.
- To accept the August 2022 Profit & Loss statement and Balance Sheet as distributed. As of August 30th, the balance in the bank accounts (including the CD) was \$206,195.10. Income of \$63,461.41 included: \$26,372.00 from ODA for administrative support, \$15,383.63 from ODA for quarterly support, and \$21,705.78 from DEQ for the Smoke Management Grant.
- Expenses were those authorized at the August meeting.
- To approve payment of bills #5251-5264 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid

September 1, 2022

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$13,586.70
5251	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5252	US Bank	Clicktime, Zoom, Google, Intuit payroll	\$60.97
5253	Century Link	Office phone service	\$185.80
5254	Kris Schaedel	misc. expenses reimbursement	\$122.53
5255	Alix Danielsen	misc. expenses reimbursement	\$449.72
5256	Cindy Thieman	misc. expenses reimbursement	\$883.05
5257	Heather Hendrixson	misc. expenses reimbursement	\$58.38
5258	Parr Excellence	OWEB NCP2 Design and CTWS FY22 contract (invoice 17) & CTWS FY22 contract (invoice 18)	\$13,155.85
5259	Onsite Supply House LLC	OWEB Neal Creek Phase 2 Implementation	\$3,117.91
5260	Neal Creek Forest Products	USFS RAC and OWEB NCP2 Implementation	\$72,460.00
5261	Redtail Forestry Works LLC	DEQ smoke management	\$22,375.00
5262	Oregon State Social Security	participation fees	\$15.00
5263	Columbia Gorge News	2 year newspaper subscription	\$75.00
5264	Hood River Watershed Group	donations (\$550), FID support (\$2000), BEF tree credits (\$2000-\$24 wire fee), SDIS insurance prorated (\$244.50), Pro Time lawn seed (\$2,218.50). Unpaid leave liability	\$15,870.89
	Pacific Office Automation	invoice not received as of check date	
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$4,120.80
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,054.32
EP	Vanguard IRA	Simple IRA	\$1,074.44
		Total	\$149,837.17

The motion passed unanimously.

Old Business –

Heather updated the group on the **separation of the HRWG from the SWCD**. Heather reported as of September 1st Cindy and Alix are no longer employees of the SWCD. Cindy reported that she has been working on the transition and there are a couple items left outstanding to be wrapped up. She expressed gratitude to the SWCD and the new HRWG board. Heather explained that the SWCD is still holding some of the grants for the HRWG. When the HRWG gets their state direct deposit, Heather and Cindy will work to get more of the grants transferred over. Both groups are continuing to work on the document that outlines the relationship between the HRWG and the SWCD and how office and equipment will be shared moving forward. Cindy plans to occasionally attend SWCD board meetings.

New Business –

Carly reviewed the annual **civil rights and responsibilities as required by NRCS** and their partners. The board will read through the necessary documents and sign the document.

Informational Reports –

Carly reported that she took most of August off. She prepped Angel for her time away and has since spent time catching up.

Kris reported that she and Heather have been working to develop a plan for the new ODA capacity funds. They are also looking at opportunities for the ODA SIA grant funds. She put together the plant sale orders to the nurseries and hosted a puncturevine pulling event at the port. She and Heather are working with Leo Garcia to put together the details of the pesticide training workshop in the start of November. She has also begun assisting the tribes with surveys and done some PSP monitoring as well as plenty of technical assistance.

Cindy mentioned that Alix has been busy with the Neal Creek restoration project which wrapped up a week ago. They have signed a contract with a design firm for the Tony Creek fish passage project. There was also a volunteer event at Evans Creek to rearrange cobble. Cindy reported that she has been busy with 501c3 development and operations. She is also working to develop a potential project on Baldwin Creek.

Heather reported that she spent a lot of time working on the HRWG separation this month. She showed some pictures of the chipping slash piles on forest service land. She reported that she was invited by OACD to participate in the Executive Seminar in Natural Resource Leadership training, funded by NRCS. It is a great opportunity, and the board expressed support of Heather participating in it.

Directors' reports –

Andrew was busy picking cherries and is getting ready for pears. He spent some time hunting antelope in eastern Oregon and commented on the multi-purpose land use of agriculture and wildlife in Malheur County.

Rick had nothing to report but read the OPB article and thought it was well done.

Pete started pear harvest and reported that it was later than usual. Kingsley day use area is now open to the public.

Ben reported that he has been busy with farm operations.

Chuck reported that he heard the OPB news story and read the article. He participated in the Evans Creek work party. He has also been busy with HRWG operations.

Brian reported that he participated in the OPB interview and thought the article was well done. He will begin picking pears tomorrow and also reported that harvest is about two weeks later than usual this year. The silt in the EFID system has been challenging this year, but the flows in the Hood River have been good.

Permits –There was a permit for development on the East Fork of the Hood River. The SWCD commented on it two years ago, and Heather will resubmit the same comments again.

The next meeting will be on Thursday October 6th at 4 p.m. held online via Zoom.

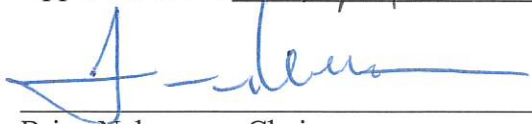
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 10/6/22 meeting of the Hood River SWCD.



Brian Nakamura, Chair

Hood River Soil & Water Conservation District
Minutes from October 6th, 2022 District Board Meeting

Present: Directors: Brian Nakamura, Rick Ragan, and Ben Saur

Associate Directors: Chuck Gehling,

District and NRCS Staff: Heather Hendrixson, Kris Schaedel and Carly Heron (NRCS)

Visitors- none

**Note October's meeting was held remotely via video conferencing.*

Consent agenda –Rick moved, and Ben seconded:

- To approve the minutes of September 1st, 2022, as written.
- To accept the September 2022 Profit & Loss statement and Balance Sheet as distributed. As of September 30th, the balance in the bank accounts (including the CD) was \$206,195.10. Income of \$63,461.41 included: \$250 from donations, \$7,200 from ODA for riparian planting projects and pesticide education workshop support, \$32,005.29 from CTWS for Watershed Group support, \$3,187.55 from the County for the Evans Creek Project, \$16,243.12 from OWEB for the Neal Creek Phase II Project, and \$24,903.24 from OWEB for the Neal Creek Phase II design.
- Expenses were those authorized at the September meeting.
- To approve payment of bills #5266-5272 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		October 6, 2022	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (Tax, IRA)	\$9,055.59
5266	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5267	US Bank	Clicktime, Zoom, Google, Intuit payroll	\$60.97
6268	Century Link	Office phone service	\$190.96
5269	Kris Schaedel	misc. expenses reimbursement	\$112.94
5270	OR Secretary of State	audit filing fee	\$250.00
5271	Friend and Reagan, P.C.	audit	\$10,075.00
5272	Andrew Spaeth Consulting	DEQ smoke management invoice #5	\$1,750.00
EP	ADP	payroll services	\$89.76
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$518.84
		Total	\$23,274.87

The motion passed unanimously.

Old Business –

Heather proposed the idea of having **board meetings** in person again. The group was amenable for the November board meeting being in person if the OSU conference room is available. Heather will check in and report back.

Heather reported that she got the **results of the audit** back. She emailed the group the draft audit, which did not change from the final. The two deficiencies identified in the audit are that the District Manager doesn't possess financial expertise to do the financial statements or identify errors. Also, the district does not have enough staff to have a separation of tasks. The financial reporting is reliant solely on the District Manager. These are two of the discrepancies found every year in our review. Heather reviewed the annual

income and expenses for the group. The year ended with an ending fund balance of \$157,275. Brian has signed the audit and it will be filed with the state. Ben moved and Rick seconded to approve the annual audit. The motion passed unanimously.

New Business –

Heather reported that the SWCD was awarded the **ODA Strategic Implementation Area grant**. This grant will fund the basin wide assessment of irrigation systems. The SWCD will contract with Ed Salminen of Watershed Professionals Network to complete the assessment and mapping. This work will ultimately lead to a barriers study of irrigation upgrades to more efficient systems and the district can work to address the barriers to get more improved irrigation systems in place. Heather outlined the scope of work in the grant. Heather has a draft contract for Ed and he can begin work immediately. The contract is for approximately \$60,000. Heather needs Brian to sign the grant, Heather will email the grant application and contract to the group. Rick moved and Ben seconded to accept the proposed contract with Watershed Professionals Network. The motion passed unanimously.

Kris explained that the **Cooperative Weed Management Area has a small grant program** designed to offer support to local area agencies for weed mitigation work. Kris will be applying for general weed technical assistance and small event support for the HRSWCD. She mentioned that the puncturevine pulling event was successful at the port and people really enjoyed the time and was nice to begin a working relationship with the Port. The grants max out at \$5,000 and she will apply for the full amount. The group was supportive.

Heather reported that the Hood River Small Grant Team was awarded extra grant funds from the **OWEB Small Grant Program** because over 95% of the OWEB funds were spent in the first year of the biennium. There will be two grant applications submitted for the next round - one for a livestock improvement project and one for an irrigation improvement project.

Heather reported that **the Pesticide Stewardship Partnership grant application** will be due in November and provided background on the PSP program and grants from previous biennia. These funds go towards conducting the monitoring program and moving forward, will need to include programs such as: workshops and trainings, riparian plantings, and creating a strategic plan. Heather invited the group to participate in the strategic planning and application process. *At the time of typing the minutes the grant application deadline was moved to March.

Informational Reports –

Carly reported that Angel has taken a new job with Green Diamond and will be leaving soon. Carly has been participating in a committee to improve the success of interns and a pathway program to better retain employees. She reported that Angel has been working on a forestry CIS and will be hosting a review of it next week.

Kris reported that she has been busy with PSP monitoring and assisting the CTWS with their spawning surveys. She mentioned to the group that she will be participating in an informational meeting with the Oregon State Board of Agriculture on the PSP program. She completed two OWEB small grant applications, is processing a mid-way payment for a grant recipient and has officially cancelled the Baldwin Creek livestock project. She worked with Heather to edit the ODA grant application and has been working on PR for the Fall Pesticide Education Workshop on November 1st and 2nd. She has been working with landowners to build planting plans for three riparian planting projects. She also expressed gratitude to the board for supporting both the Watershed Group and the SWCD for so many years.

Heather also expressed gratitude to the board for their support. She has been doing homework for the upcoming Executive Seminar in Natural Resource Leadership training, funded by NRCS. For the week of October 17th, she will be in Cle Elum, WA. She asked for support from the board for Kris to participate in some professional development training in improving her Spanish skills. She has been using Spanish in a professional capacity and it has proved to be valuable and important to district operations. Heather gave a presentation to the Rotary Club on SWCD operations. She attended the CONNECT conference which had some good workshops. Heather reported that there will be two more chipping days coming up in November. She has been wrapping up the financials for the Watershed Group and set up payroll and tax service with ADP. The OACD annual meeting will be held the start of November and Heather plans to attend remotely.

Directors' reports –

Chuck reported that he has been busy with HRWG operations and assisted FID with a tour for an outdoor school from Bend. He reported that the plantings at Powerdale looked good!

Rick reported that he attended the tour of the Neal Creek Project with the Watershed Group.

Ben reported that he has been busy with farm operations and that the crops are still growing with this late warm weather.

Brian reported that he finished up harvest and it was about two weeks later than usual this year. He went to the Spring Creek Hatchery to see the salmon returning to spawn. EFID will begin the pipeline project by Whiskey Creek soon. He reported that it has been a dry fall and people were looking to irrigate later than usual.

Permits –Heather reported that she attended the meeting with Middle Fork Irrigation District on the permitting and repairs needed on the Clear Branch Dam. Heather reiterated the origins of the dam, issues facing the dam, and its ties to irrigation water supply in the valley. The board discussed the meeting and the process outlined. Heather reported that the district needs to comment at this point in the process to be able to comment later. She would like to draft a letter of support to repair the dam. The group was supportive and would like the district to participate in this process. She will send out a draft letter to the group next week.

The next meeting will be on Thursday November 3rd at 4 p.m. held at the OSU extension office.


Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to accept the annual audit
- ✓ Moved, seconded, and approved accept the proposed contract with the Watershed Professionals Network

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 10/3/2022 meeting of the Hood River SWCD.

A handwritten signature in blue ink, appearing to read "Brian Nakamura", written over a horizontal line.

Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from November 3rd, 2022 District Board Meeting**

Present: Directors: Brian Nakamura, Rick Ragan, Andrew Halliday, Pete Siragusa, and Ben Saur
Associate Directors: Chuck Gehling,
District and NRCS Staff: Heather Hendrixson, Kris Schaedel, and Carly Heron (NRCS)
Visitors- none

**Note November's meeting was held in person at the OSU conference room.*

Consent agenda –Rick moved, and Ben seconded:

- To approve the minutes of October 6th, 2022, as written.
- To accept the October 2022 Profit & Loss statement and Balance Sheet as distributed. As of October 31st, the balance in the bank accounts (including the CD) was \$198,820.84. Income of \$27,580.57 included: \$53.99 from a tax refund, \$14,371.86 from OWEB for Council Support, \$6,610.78 from the Watershed Group, \$51.47 from interest, \$23.97 from a HRWG donation that was accidentally routed to the SWCD account through Stripe.
- Expenses were those authorized at the October meeting.
- To approve payment of bills #5273-5282 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		November 3, 2022	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$9,055.99
5273	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5274	US Bank	Clicktime, Zoom, Google, Intuit payroll, IT support, WACD plant deposit, Staples	\$571.92
5275	Century Link	Office phone service	\$189.75
5276	Kris Schaedel	misc. expenses reimbursement	\$760.45
5277	Heather Hendrixson	misc. expenses reimbursement	\$813.63
5278	SDAO	annual membership dues	\$140.00
5279	Larry Packer Farm and Trucking	OWEB small grant mid-way payment	\$6,468.50
5280	Pacific Office Automation	copies - invoices 635393, 633943	\$29.83
5281	NACD	annual membership dues	\$50.00
5282	The Next Step	Leo Garcia pesticide workshop in Spanish	\$4,000.00
EP	ADP	payroll services	\$64.75
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$518.84
EP	Internal Revenue Service	federal employment taxes (for Sept, not paid by ADP)	\$4,120.84
EP	OR Dept. of Revenue	state employment taxes (for Sept, not paid by ADP)	\$1,056.92
		Total	\$29,012.23

The motion passed unanimously.

Old Business –

Heather reported that she applied for the **ODA Ag Water Quality Support Grant** and was awarded \$77,913. Much of the funds will go to pay a contractor to do a valley wide assessment of irrigation

systems. Ed Salminen from Watershed Professionals Network has agreed to do the work. She explained that he will work closely with the irrigation districts to collect information and reach out to landowners on current irrigation systems and assess the potential for upgrades. This will be part one of the study. The next phase will involve looking into the barriers for upgrading the systems. The contract with Ed is for \$67,100 and the work will need to be completed by June 30th. Ed will begin work in the MFID and then meet with Les and Megan to cover FID next. The group was supportive, and Brian will sign the contract.

The **Hood River Agricultural Water Quality Management Plan and Rules** is up for its biennial review and update. Heather explained how the local plan is developed. She explained that the plan review happens every two years with a larger, more substantial effort to update the plan once every six years. She would like to have board participation in the review and work to engage more people into participating and attending the meeting. The meeting will be January 4th from 12-2 at the OSU conference room with lunch provided. The board was supportive.

New Business –

Heather reported that she has had a couple people express interest in the **open At-Large 2 board position** that will replace Rick. She will invite those who expressed interest to attend the upcoming board meetings to see what the district is doing and meet the group. If after they participate they are still interested, the board can appoint someone to the open position, or they could serve as an associate. The group discussed the election process and was supportive of this effort.

Informational Reports –

Carly reported that the EQIP deadline is November 18th. She is still waiting to hear about being awarded funds for the MFID irrigation improvement projects. Losing Angel has been a big adjustment in the office and NRCS will be advertising a new position through their Pathways Program. She also reported that they will be submitting the forestry CIS that Angel had put together before she left.

Kris reported that she has been busy with the Fall Pesticide Education Workshop that took place on November 1st and 2nd. She reported that there were 85 people in attendance, and it was well received. There is a clear need for bilingual horticultural education here. She has been working with landowners to build planting plans for three riparian planting projects that will be underway in the spring. She also completed two OWEB small grants and wrapped up PSP monitoring for the season.

Heather explained that the district was provided with additional capacity funds from ODA and would like to use it for helping to rebrand the district. She and Kris will be working with a designer to help the process. She reported that the PSU Leadership training in Cle Elum was really well done and she got a lot out of it. The training was focused on partnerships and the establishment of a new community forest. The next training will be at the coast. She submitted comments regarding the MFID Clear Branch dam restoration. Heather will rerun for the Columbia Basin Plateau OACD board position.

Directors' reports –

Ben reported that he has three more weeks of the farmer's market, and he attended the Watershed Group celebration at Pfriem.

Andrew reported that it has been two weeks since harvest ended, and he has cleared his irrigation lines in preparation for winter.

Pete reported that Kingsley Reservoir still had water in it which is hopeful for filling the reservoir. The group discussed the Kingsley project and its status.

Rick had nothing to report but the next meeting will be his last and the group would like to take him out for something to eat afterward. Rick was supportive of this idea.

Chuck attended the Watershed Group celebration and participated in the EFID fish salvage. He reported that the HRWG has applied for 501c3 status.

Brian reported that he finished up harvest and it was about two weeks later than usual this year. He also reported that the Whiskey Creek pipeline project had started and that the next EFID project was recommended for OWEB funding.

Permits –none of note

The next meeting will be on Thursday December 1st at 4 p.m. held at the OSU extension office.

Summary of Actions Taken:

✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 12/1/2022 meeting of the Hood River SWCD.

A handwritten signature in blue ink, appearing to read 'Brian Nakamura', is written over a horizontal line.

Brian Nakamura, Chair

Hood River Soil & Water Conservation District
Minutes from December 1st, 2022 District Board Meeting

Present: Directors: Brian Nakamura, Rick Ragan, Andrew Halliday, Pete Siragusa, and Ben Saur

Associate Directors: Chuck Gehling,

District and NRCS Staff: Heather Hendrixson and Kris Schaedel

Visitors- Cindy Thieman, Ricardo Galvez, Lisa Perry, Cal Oats, Annie Alsheimer

**Note December's meeting was held in person at the OSU conference room.*

The group introduced themselves for the visitors.

Heather read Lissa Biehn's report on FSA programming. There are several disaster relief programs available to growers, contact Lissa for more information. Acreage reporting is due December 15th.

Consent agenda –Ben moved, and Rick seconded:

- To approve the minutes of November 3rd, 2022, as written.
- To accept the November 2022 Profit & Loss statement and Balance Sheet as distributed. As of November 30th, the balance in the bank accounts (including the CD) was \$191,218.58. Income of \$1,433.98 included: \$726.75 from donations that will be transferred to the HRWG, \$707.23 from reimbursed expenses, and \$19,995.00 from the USFS for Neal Creek Phase II.
- Expenses were those authorized at the November meeting.
- To approve payment of bills #5283-5293 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid

December 1, 2022

Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$9,055.99
5283	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5284	US Bank	Clicktime, Zoom, Google, meeting supplies	\$636.34
5285	Century Link	Office phone service	\$186.96
5286	Kris Schaedel	misc. expenses reimbursement	\$299.54
5287	Heather Hendrixson	misc. expenses reimbursement	\$147.00
5288	Weatherly Printing	annual report printing	\$1,005.25
5289	HRWG	Stripe Payments accidentally made to SWCD acct	\$750.72
5290	Pacific Office Automation	copies - invoice # 718252, 690793	\$43.94
5291	OACD	annual meeting virtual registration	\$200.00
5292	Government Ethics Commission	annual billing for special districts	\$329.30
5293	Meldel	logo development and rebranding (50% payment)	\$1,250.00
EP	ADP	payroll services	\$64.76
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$518.84
		Total	\$15,659.45

The motion passed unanimously.

Old Business – None of note.

New Business –

Heather explained the computer file system is complicated and the district will be looking to transfer all the emails to either Google or Microsoft 365. She is working with a **website developer to get a new website and emails**. Heather will keep the board posted and will facilitate getting new email addresses to the board if needed.

Heather reported that there is a **funding opportunity through the Oregon State Fire Marshal**. The funds would be used to fund a chipping program in Hood River County and would focus on the wildland/urban interface. There are also two other sources of funding to do community wildfire risk reduction, defensible space, and forest health work. Heather explained the parameters of these funding sources. The group discussed project potential and was supportive and Heather will keep them posted.

Heather explained that the Hood River SWCD is looking to **update their logo** with some of the additional ODA funds. Heather and Kris are working with Melissa Delzio, a designer out of Portland, to help with this effort. Heather and Kris wanted to engage the board in assisting with the new design. The group participated in a brainstorming activity and discussion around goals for the new logo. Heather and Kris will follow up with the designer with the ideas and keep the board updated. The group was supportive.

Heather reiterated that **Hood River Agricultural Water Quality Management Plan and Rules** is up for its biennial review and update. Heather explained how the local plan is developed. She explained that the plan review happens every two years with a larger, more substantial effort to update the plan once every six years. She would like to have board participation in the review and work to engage more people into participating and attending the meeting. The meeting will be January 4th from 12-2 at the OSU conference room with lunch provided. The board was supportive.

Heather also explained that there are several other **large funding opportunities** coming up through another OWEB FIP application and the PSP program. Grants will be due in 2023. The group was supportive.

Informational Reports –

Carly was absent her report was passed out.

Kris reported that she was been busy with the Fall Pesticide Education Workshop that took place on November 1st and 2nd. There is a clear need for bilingual horticultural education. She and Heather will host a grower meeting next week to prioritize and identify educational opportunities needed. She invited the board to attend. She has been working with landowners to build planting plans for three riparian planting projects that will be underway in the spring. She has also been working with the logo designer and website developer to move those efforts forward.

Heather reiterated that she would like people to participate in the Agricultural Water Quality Management Plan review on January 4th. She also attended the Agricultural Technology Working Group meeting where they are working to develop the curriculum for an agricultural program with the community college.

Directors' reports –

Pete reported that FID has approved their annual budget and has raised fees in 2023. They are also working on the fish screens at Kingsley.

Andrew reported that he will be working with OSU to test some netting to mitigate rain damage and pesticide drift in cherries.

Ben reported that he done with both harvest and the farmer's market.

Chuck reported that he has been working on the Indian Creek trail and assisted with the planting at Barrett Park. He participated in the OWEB partnership learning process and their FIP applications.

Rick had nothing to report. Everyone expressed gratitude for Rick and his time on the SWCD Board. This was his last meeting as a board director

Brian reported that he has been participating in the annual meetings with the irrigation districts. He also reported that the Whiskey Creek pipeline project had started.

Permits –none of note

The next meeting will be on Thursday January 5th at 4 p.m. held at the OSU extension office.

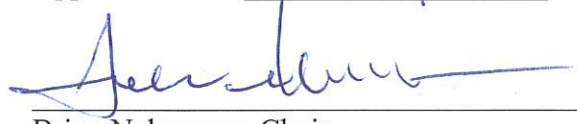
Summary of Actions Taken:

✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the Jan 5th, 2023 meeting of the Hood River SWCD.



Brian Nakamura, Chair

