

# Meeting

Illinois Valley Watershed Council is inviting you to a scheduled Zoom meeting. You may also attend in person at 331 E Cottage Park Drive Suite 1B- Cave Junction

Topic: Illinois Valley Watershed Council Monthly Meeting

Time: Thursday, July 28, 2022 6:00pm

Join Zoom Meeting

<https://us06web.zoom.us/j/4738236869?pwd=Z1ZxVlkyYUtWUkprMVVLL3BwdzdoZz09>

Meeting ID: 473 823 6869

Passcode: SaveFish

One tap mobile

+13462487799,,4738236869#,,,,\*76632288# US (Houston)

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Meeting ID: 473 823 6869

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Find your local number: <https://us06web.zoom.us/j/kq9K0ESEz>

Co



**Illinois Valley Watershed Council**  
331 E Cottage Park Suite 1B - P.O. Box 352  
Cave Junction, OR 97523  
Phone: 541-592-3731

**Monthly Council Meeting Agenda**  
*July 28, 2022*                      *IVWC Office/ZOOM*

- I. 6:00 PM: Call to Order
- II. 6:05 PM: Acceptance of Minutes
- III. 6:10 PM: Acceptance of Financial Reports
- IV. 6:15 PM: Old Business
  - a. Strategic planning update
  - b. Annual Assessment
  - c.
- V. 6:30 PM: New Business
  - a. Approval of Interim Minimum Project Standards for Riparian Restoration (action item)
  - b.
- VI. 6:40 PM: Council Updates & Staff Reports
  - a. Kevin report
  - b. Arlyse report
- VII. 6:50 PM: Public Comments (Relating to this agenda or IVWC Operations)
- VIII. 7:00 PM: Adjournment

## Meeting Minutes

Meeting Called to Order June 23, 2022, by Bill Reid, Chairman at 6:08 pm (meeting was switched to lead due to the District not having a quorum at the time.)

### ATTENDEES

### ZOOM ATTENDEES

### ABSENTEES

William Reid	Patricia Downing	Joy McEwen
Don Young	Marcy Sowa	Bob Schmidt
Rhett Nelsen	Gene Merrill	
Robert Webb	James Gurley	
Katrina Poydack		
Janice Denney		
Carol Crawford		
Arlyse DeLoyola (staff)		
Kevin O'Brien (staff)		
Cheryl Nelson (SWCD Staff)		
Chris Hall- Water League		

### GOOD OF THE ORDER

(while awaiting an anticipated quorum)

**Chris Hall** was introduced to talk about his new non-profit organization, The Water League, which is working to address threats to water resources and communicate with public officials and agencies. He stated his hope that his organization can work together with IVWC and IVSWCD for the betterment of our community.

### SCRIBE

Notes were taken by Arlyse DeLoyola

- **Minutes:** The minutes of the May 26, 2022 meeting were presented to the council for review.
  - **Carol Crawford made a motion to accept the minutes for May.**
  - **Gene Merrill seconded that motion.**
  - **The motion carried without dissent.**
  
- **Financials:** The Financial Reports from July 1, 2021 – May 31, 2022, were presented to the Council for review.
  - **Carol Crawford made a motion to accept the financial reports.**
  - **Don Young seconded that motion.**
  - **The motion carried without dissent.**

### OLD BUSINESS

- **Strategic Planning Update**
  - The committee reported that they had been unable to meet recently but are actively in the discovery process of finding out what other Councils have done. The committee will meet to share those results and come up with a recommendation.

- **Water Quality Committee:**

- Marcy Sowa gave an update that the committee had been looking through the recent legislation and how the laws may be mitigating water issues. Kevin had met with Commissioner Fowler again and reported he is gaining traction on becoming more involved with the county in regards to the prevention and or mitigation of environmental damaged caused by illegal grows and subsequent law enforcement activity.

## **NEW BUSINESS**

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- **Employee Wage Review**

- The board was presented a report containing current wages, cost of living percentage of increase and time since last pay adjustment for both employees. It was noted that the Watershed Coordinator had not had a pay adjustment since 2010.
- **A motion to grant pay increases of 11% for the WC and 10% for the Office Manager was made by Bob Webb.**
- **The motion was seconded by Carol Crawford.**
- Discussion was held and the Chairman requested Executive Session.
- At the close of executive session, the board announced a unanimous approval of both increases. Patty Downing requested that an annual internal financial review be included in the strategic plan.

## **CONTINUING**

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- **Staff and partnering agency reports were presented to the board:**

- Kevin gave his report reviewing progress on the Page Creek Project, which should be completed next week. He also noted that an organization had filed a formal complaint in the US District Court, Medford Division against the owners of the Q Bar X Ranch citing an illegal “take” of Southern Oregon Coast Coho by blocking or impeding adult salmon migration and access to spawning habitat.
- Arlyse reviewed her report with no additions.

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## **NEXT MEETING**

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The next meeting is to be held on July 28<sup>th</sup> at 6:00pm at the office and via ZOOM. Details will be in the packets.

## **ADJOURNMENT**

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Meeting Adjourned by Bill Reid, Council Chairman, at 7:22 PM.

APPROVED MINUTES: \_\_\_\_\_

DATE: \_\_\_\_\_

**Illinois Valley Watershed Council**  
**Profit & Loss**  
 July 2021 through June 2022

	Jul '21 - Jun 22
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Contributions Received</b>	
Contributions - Unrestricted	408.63
Contributions Received - Other	73.35
<b>Total Contributions Received</b>	481.98
Employee HB Cont	-1,636.86
<b>Grants Received</b>	
Foundation Grants	500.00
Government Grants	168,594.14
Grants Received - Other	1,950.00
<b>Total Grants Received</b>	171,044.14
<b>Total Income</b>	169,889.26
<b>Gross Profit</b>	169,889.26
<b>Expense</b>	
<b>Administrative Expense</b>	-6.18
<b>Contracted Services</b>	
Accounting Fees	4,400.00
Contracted Services - Other	17,675.00
<b>Total Contracted Services</b>	22,075.00
<b>Insurance</b>	
Executive Protection & EPL	798.00
General Liability Insurance	829.00
<b>Total Insurance</b>	1,627.00
<b>Other</b>	
Bank Fees	19.31
Copier Lease	852.43
Dues & Subscriptions	850.82
Internet Services	504.99
Payroll Fees	1,620.86
PO Box Rent	94.00
Rent Expense	4,897.50
Telephone	1,180.83
<b>Total Other</b>	10,020.74
<b>Project Expenses</b>	
Materials & Supplies	8,526.47
Travel - Mileage	550.54
<b>Total Project Expenses</b>	9,077.01
<b>Salaries &amp; Wages</b>	
Medical Insurance	8,229.81
Salaries & Wages - Other	46,627.32
<b>Total Salaries &amp; Wages</b>	54,857.13
<b>Supplies &amp; Materials</b>	
Postage, Mailing Service	18.32
Supplies & Materials - Other	1,098.45
<b>Total Supplies &amp; Materials</b>	1,116.77
<b>Taxes</b>	206.00
<b>Training and Associated Travel</b>	
Mileage	98.87
Training and Associated Travel - Other	250.00
<b>Total Training and Associated Travel</b>	348.87

**Illinois Valley Watershed Council**  
**Profit & Loss**  
July 2021 through June 2022

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	<u>Jul '21 - Jun 22</u>
Total Expense	<u>99,322.34</u>
Net Ordinary Income	70,566.92
Other Income/Expense	
Other Income	
Refunds	<u>1,688.53</u>
Total Other Income	<u>1,688.53</u>
Net Other Income	<u>1,688.53</u>
Net Income	<u><u>72,255.45</u></u>

Illinois Valley Watershed Council  
**Profit & Loss**  
June 2022

	<u>Jun 22</u>
Ordinary Income/Expense	
Income	
Contributions Received	
Contributions - Unrestricted	71.49
Total Contributions Received	71.49
Grants Received	
Government Grants	83,877.00
Total Grants Received	83,877.00
Total Income	83,948.49
Gross Profit	83,948.49
Expense	
Contracted Services	17,675.00
Other	
Copier Lease	67.30
Internet Services	21.25
Payroll Fees	51.91
Rent Expense	470.00
Telephone	88.92
Total Other	699.38
Project Expenses	
Materials & Supplies	8,526.47
Travel - Mileage	247.58
Total Project Expenses	8,774.05
Salaries & Wages	1,159.32
Supplies & Materials	
Postage, Mailing Service	18.32
Supplies & Materials - Other	302.16
Total Supplies & Materials	320.48
Training and Associated Travel	
Mileage	44.58
Total Training and Associated Travel	44.58
Total Expense	28,672.81
Net Ordinary Income	55,275.68
Other Income/Expense	
Other Income	
Refunds	1,688.53
Total Other Income	1,688.53
Net Other Income	1,688.53
Net Income	<u><u>56,964.21</u></u>

Illinois Valley Watershed Council  
**Balance Sheet**  
As of June 30, 2022

	<u>Jun 30, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Checking Account	135,990.43
IVWC PayPal	430.69
<b>Total Checking/Savings</b>	<u>136,421.12</u>
<b>Other Current Assets</b>	
Undeposited Funds	25.00
<b>Total Other Current Assets</b>	<u>25.00</u>
<b>Total Current Assets</b>	<u>136,446.12</u>
<b>TOTAL ASSETS</b>	<b><u>136,446.12</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
Umpqua Bank CC IVWC	149.05
<b>Total Credit Cards</b>	<u>149.05</u>
<b>Total Current Liabilities</b>	<u>149.05</u>
<b>Total Liabilities</b>	149.05
<b>Equity</b>	
Opening Balance Equity	60.69
Unrestricted Net Assets	63,980.93
Net Income	72,255.45
<b>Total Equity</b>	<u>136,297.07</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>136,446.12</u></b>



Illinois Valley Watershed Council

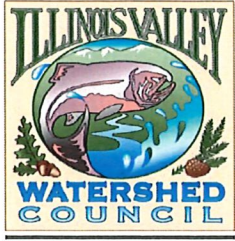
7/21/2022 11:21 AM

Register: Checking Account

From 06/01/2022 through 06/30/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/01/2022			Contributions Received...	Deposit		X	46.49	78,948.66
06/01/2022			Refunds	Deposit		X	1,688.53	80,637.19
06/01/2022	827	Amazon Business	Accounts Payable	first aid supplie...	163.28	X		80,473.91
06/08/2022	828	Cardinal Business Se...	Accounts Payable		598.48	X		79,875.43
06/16/2022	829	Dave Grosjacques	Accounts Payable	76.2 miles- hat...	44.58			79,830.85
06/20/2022	830	US Cellular	Accounts Payable	50% telephone	88.92			79,741.93
06/20/2022	831	Cardinal Business Se...	Accounts Payable	PP ending 6/15...	612.75	X		79,129.18
06/21/2022			Grants Received:Gover...	Deposit		X	83,877.00	163,006.18
06/21/2022	832	IV DATA CENTER	Accounts Payable	50% internet	21.25	X		162,984.93
06/21/2022	833	IV DATA CENTER	Accounts Payable		400.00	X		162,584.93
06/21/2022	834	A+ Storage	Accounts Payable	50% July storage	70.00			162,514.93
06/23/2022	835	IV Building Supply	Accounts Payable	Rebar	8.15	X		162,506.78
06/29/2022	836	Wells Fargo	Accounts Payable		67.30			162,439.48
06/29/2022	837	Camps Custom Exca...	Accounts Payable		26,201.47			136,238.01
06/30/2022	838	Kevin O'Brien	Accounts Payable		241.96			135,996.05
06/30/2022	839	ARLYSE DELOYO...	Accounts Payable	Q4 mileage	5.62			135,990.43



*July, 2022 Staff Report of the IVWC Watershed Coordinator*

*Self-Assessment:* If you haven't already done so, please complete the self-assessment that was included in the meeting packets last month and turn them in to Arlyse ASAP. Thank you.

*Crooks Creek Project:* Please see my District staff report for this item.

*Strategic Planning Project:* Our SP committee next meets on August 1<sup>st</sup> to continue evaluating numerous watershed councils' approaches to strategic planning. We have a lot of options to consider.

*Restoration Partnership with Josephine County:* Commissioner Fowler has agreed to coordinate a meeting with Community Development Department section chiefs (Planning, Code Enforcement, ??) and other Josephine County Watershed Councils and Two Rivers SWCD to begin developing a structure for including those organizations in post-bust planning and restoration of illegal cannabis grows in the county as well as consider revising county protocols and requirements for new grow applications.

*Forest Service Projects (Page Creek and Dunn Creek):* Page Creek project was successfully completed on 6/30/2022. The project took eight days to complete. All aquatic organisms now have free passage throughout lower Page Creek, a condition not available for the last 60+ years!

We now await District Ranger Scott Blower's blessing on going forward with modifying the inlet structure to the constructed side channel on Dunn Creek. I estimate that work will take two days. The work would take place either before or after the Crooks Creek project and would be accomplished by Camp's Custom Excavating.

*Water Quality Monitoring Program:* Our committee met again on 7/11 and is continuing to follow up on how the recently enacted and pertinent laws are being administered for us locally. I still need to turn in a modified Sampling Analysis Plan to ODA to enable Scope of Work funds can be used to fund 2022 sampling plans.

*Very short report again this month for me for the WC... my duties and responsibilities in my temporary acting role for the District continue to keep me extremely busy on those programs and projects.*

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "K. O'Brien".

Kevin O'Brien, Watershed Coordinator

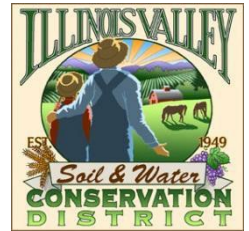


**Arlyse DeLoyola**

*Office Manager*

Combined Staff Report

July 2022 ~ IVWC & IVSWCD



#### **GENERAL ADMIN**

- Payroll submitted
- Payroll accrual tracked.
- Grant specific expense tracking in QuickBooks and Excel.
- Preparations for board meeting (pre-meeting packet assembly, QB reporting, coordinating agenda, minutes).
- Kept up with partnering agencies newsletters and memos.
- Reconciled QB accounts for June and filed bills after verification by Katrina.
- Voicemails, email and phone calls.
- Scheduled and attended meetings for the committees. Took notes at most.

**IV Watershed Council:** Page Creek is complete and I await the remaining contractor bills so we can send expense reports off to OWEB. Quarter 4 expense reports have been submitted for the Capacity Grant. I still lack a couple of the Council Self-Assessment forms. Please come prepared to hand them in at this meeting. If you are zooming, you can email them to me at [officemanager@ivstreamteam.org](mailto:officemanager@ivstreamteam.org).

**IV Soil & Water Conservation District:** I have been taking steps to ready the office for the new Conservation Program Manager, who will enter on duty August 16. I have him scheduled for SDAO Training the 17<sup>th</sup> and he plans to attend Connect with us the week of Labor Day. Expense reporting for the Goff project is complete, we are just waiting to go take final photographs before submitting reports to OWEB.

I completed a budget check-in for the IV Collective Mobilization grant (Cheryl's grant). This should give her and the new CPM an idea of what grant funding may need to be sought to continue this work.

**Both:** I have completed Physical Therapy- woohoo! No more twice a week appointments.

You may notice deposits to each organization last month labeled "refunds". This was a partial refund of payroll taxes that was offered by the federal government to organizations who retained employees through the pandemic. I applied for and received it for both sides of the house. There should be a bit more coming.

I will not be present at the August meeting. I need a volunteer to take notes for me. I would like to nail that down at this meeting if possible.

Most, if not all, of the employees will be attending the Connect Conference in Seaside September 6-8. Unless one of us doesn't go, the office will be closed during that time period. This will be the first "live" Connect since April 2019 and we are excited to go. I have applied for scholarships to cover some or all of the tuition- hopefully I will have an answer by meeting night.

I am still working to get estimates on other payroll services. I am hoping to have options for you this meeting.

Arlyse



## **Topic: Illinois Valley Soil & Water Conservation District Meeting**

331 E Cottage Park Drive Suite 1B Cave Junction OR 97523

**Monthly Meeting- Following IV Watershed Council Meeting**

Thursday, July 28<sup>th</sup> 7:10 PM PDT (approx.)

Join Zoom Meeting

<https://us06web.zoom.us/j/4738236869?pwd=Z1ZxVlkyYUtWUkprMVVLL3BwdzdoZz09>

Meeting ID: 473 823 6869

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+1 301 715 8592 US (Washington DC)

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Find your local number: <https://us06web.zoom.us/j/4738236869>



## Illinois Valley Soil and Water Conservation District

331 E Cottage Park Dr Suite 1B - P.O. Box 352

Cave Junction, OR 97523 Phone: 541-592-3731

### Monthly Board Meeting Agenda July 28, 2022- *SWCD Office/ZOOM*

- I.** 7:10 PM: Call to Order
- II.** 7:15PM: Acceptance of Minutes
- III.** 7:18PM: Acceptance of Financial Reports
- IV.** 7:20 PM: Old Business
  - a.** Employee Handbook/Personnel Policy Manual update
  - b.** Farmer's Market
- V.** 7:40 PM: New Business
  - a.** Approval of Interim Minimum project Standards for Riparian Restoration- Action Item
  - b.** Approval of Crook Creek Contract-Action Item
- VI.** 7:50 PM: Staff and Partnering Agency Reports
  - a.** Kevin's report
  - b.** Cheryl's report
  - c.** Arlyse's Report
- VII.** Public comments
- VIII.** 8:45 PM: Adjourn

## Meeting Minutes

Meeting called to order April 28, 2022 by Bill Reid, Board Chair at

### ATTENDED IN PERSON    ATTENDED VIA ZOOM    ABSENT

ATTENDED IN PERSON	ATTENDED VIA ZOOM	ABSENT
William Reid	Marcy Sowa	Joy McEwen
Rhett Nelsen	Gene Merrill (WC)	Bob Schmidt
Janice Denney (WC)	Patty Downing (WC)	
Carol Crawford (WC)	Jim Gurley	
Don Young (WC)		
Bob Webb		
Katrina Poydack		
Arlyse DeLoyola (Staff)		
Kevin O'Brien (WC Staff)		
Cheryl Nelson (Staff)		

### SCRIBE

Notes were taken by Arlyse DeLoyola

- **Minutes:** The minutes from the May meeting were presented to the Board for review.
  - **Bob Webb made a motion to approve the minutes for May.**
  - **Rhett Nelsen seconded the motion.**
  - **Discussion was held**
  - **The motion was amended with a correction and carried without dissent.**
  
- **Financials:** The Financial Reports from July 2021- May 2022 were presented to the Board for review.
  - **Rhett Nelsen made a motion to accept the financial reports.**
  - **Katrina Poydack seconded that motion.**
  - **The motion carried without dissent.**

### OLD BUSINESS

- **Hiring Update:**

The hiring committee recommended the hiring of John Bellville to the Conservation Program Manager position.

- **Katrina Poydack made a motion to offer John Bellville the job effective August 15<sup>th</sup>**
- **Rhett Nelsen Seconded the motion.**
- **Discussion was held**
- **The motion passed with director Nelsen abstaining.**

- **Inland Rogue Ag Water Area Management Plan Review**
  - Bob Webb reported that he had attended the afternoon's meeting which went from noon to about 4:45. He said it was very interesting and well-rounded. He appreciated the opportunity to serve on the committee. Rhett Nelsen was unable to attend.
- **Farmer's Market**
  - Kevin noted that this week would be impossible due to the Page Creek Project being underway. He asked when would be a good time to do it. It was tabled until project season allows. Kevin reported that the tabling at Hathkapasuta went well with him taking the morning and Cheryl covering the booth in the afternoon. He mentioned also that an article for the newspaper was currently being written that would shed light on the community efforts that resulted in legislation.
- **Crooks Creek Update:**
  - Kevin stated that County permitting has become more difficult for projects on private land and he had contacted David Ferguson of NRCS for help, who referred him to an engineer who was too busy to be of assistance. He will spearhead the cooperation of area Watershed Councils and SWCD's to cooperate in making a standardized package for the counties to address. He asked Joey Howard, the engineer for Page Creek to look at the Crooks Creek plans and write a letter addressing the county's concerns. The BLM will be sending him the data. He added that the pre-bid site visit was completed with one contractor attending and that the landowners on the project are amazing to work with. He feels the project will be outstanding.
- **Goff Project**
  - Project was completed on time, thanks to Bob Webb working with the landowner.
- **White Ditch Update**
  - A meeting with project manager for OWEB, Mark Grenbemer determined that a shift of the budget to fund landowners forming a ditch association was possible. Kevin will work with our new Conservation Program Manager to set a meeting with Landowners possible in late August. He explained that a \$45,000 NOAA grant had been rescinded on White Ditch because it was meant for implementation only. This does not affect the current TA project.

## NEW BUSINESS

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- **Pay Review-** Arlyse asked whether the board needed to approve her pay increase in this meeting also since it was approved in the Watershed Council Meeting.
  - **Katrina Poydack made a motion to approve the same increase for the Office Manager as was approved by the Watershed Council.**
  - **The motion was seconded by Bob Webb**
  - **The motion passed without dissent.**

## CONTINUING

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- **Staff Reports:**
  - **Kevin** reviewed his report
  - **Cheryl** reviewed her report and updated the board that she had buy-in from Fire to attend a Community Liaison training today in Happy Camp. She said she got a lot out of the training.
  - **Arlyse** had nothing to add to her report.

**NEXT MEETING**

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The next meeting is to be held on July 28, 2022 directly following the IV Watershed Council meeting at the Illinois Valley SWCD Office and via ZOOM.

**ADJOURNMENT**

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The meeting was adjourned at 8:29 pm.

APPROVED MINUTES: \_\_\_\_\_

DATE: \_\_\_\_\_



## Illinois Valley Soil &amp; Water Conservation District

## Profit &amp; Loss

July 2021 through June 2022

	Jul '21 - Jun 22
Ordinary Income/Expense	
Income	
Donations	10,000.00
Grants Received	134,566.83
Other Revenue	490.82
Total Income	145,057.65
Gross Profit	145,057.65
Expense	
Accounting Fees	2,000.00
Bank Fees	15.00
Contracted Services	14,451.50
Equipment & Software	99.99
Insurance	
General Liability Insurance	2,463.00
Total Insurance	2,463.00
Internet Services	870.37
Legal Fees	15.00
Licenses & Permits	250.00
Meeting Expense	
Building rental	80.00
Total Meeting Expense	80.00
Mileage	352.74
Other	
Advertising	2,823.85
Copier lease	829.81
Dues & Subscriptions	1,097.05
Equipment Rental	105.00
Food and water	509.53
Payroll Fees	3,991.81
PO Box Rent	94.00
Postage/Mailing fees	1,453.75
Printing & Copying	111.16
Rent Expense	4,927.50
Taxes	127.81
Telephone	1,105.05
Website/Internet fees	928.62
Total Other	18,104.94
Supplies & Materials	6,477.01
Training and associated travel	355.44
Wages and Salaries	
Medical Insurance	4,682.19
Wages and Salaries - Other	105,941.46
Total Wages and Salaries	110,623.65
Water Quality Monitoring	
Mileage Reimbursement /Sampling	615.10
Total Water Quality Monitoring	615.10
Total Expense	156,773.74
Net Ordinary Income	-11,716.09
Other Income/Expense	
Other Income	
Interest Income	0.05
Refunds	1,894.55
Total Other Income	1,894.60
Other Expense	
Fire protection	1,025.34
Total Other Expense	1,025.34
Net Other Income	869.26
Net Income	-10,846.83

## Illinois Valley Soil &amp; Water Conservation District

## Profit &amp; Loss

07/20/22

June 2022

Cash Basis

	Jun 22
Ordinary Income/Expense	
Income	
Grants Received	53,277.06
Other Revenue	185.00
Total Income	53,462.06
Gross Profit	53,462.06
Expense	
Bank Fees	15.00
Contracted Services	242.00
Internet Services	50.97
Mileage	47.44
Other	
Advertising	55.00
Copier lease	67.32
Payroll Fees	466.81
Printing & Copying	42.93
Rent Expense	470.00
Telephone	88.92
Website/Internet fees	72.50
Total Other	1,263.48
Supplies & Materials	236.18
Wages and Salaries	
Medical Insurance	1,514.00
Wages and Salaries - Other	9,968.31
Total Wages and Salaries	11,482.31
Total Expense	13,337.38
Net Ordinary Income	40,124.68
Other Income/Expense	
Other Income	
Refunds	1,744.55
Total Other Income	1,744.55
Net Other Income	1,744.55
Net Income	<b>41,869.23</b>

Illinois Valley Soil & Water Conservation District

Balance Sheet

As of June 30, 2022

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	<u>Jun 30, 22</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking Account	75,450.02
Savings Account - Thompson Crk	231.61
Total Checking/Savings	<u>75,681.63</u>
Total Current Assets	<u>75,681.63</u>
<b>TOTAL ASSETS</b>	<b><u>75,681.63</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	8,402.66
Unrestricted Net Assets	78,125.80
Net Income	-10,846.83
Total Equity	<u>75,681.63</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>75,681.63</u></b>

Illinois Valley Soil & Water Conservation District

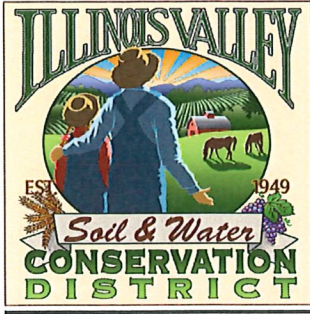
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Register: Checking Account

From 06/01/2022 through 06/30/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/01/2022			Grants Received	Deposit		X	22,510.00	56,289.93
06/01/2022			Refunds	Deposit		X	1,832.70	58,122.63
06/01/2022	X	Compuchecks.com	Accounts Payable		94.94	X		58,027.69
06/01/2022	20915	Amazon Business	Accounts Payable	Conservation b...	21.28	X		58,006.41
06/08/2022	20916	Cardinal Business Se...	Accounts Payable	784581	5,589.79	X		52,416.62
06/13/2022			Grants Received	Deposit		X	30,767.06	83,183.68
06/20/2022			Other Revenue	Deposit		X	185.00	83,368.68
06/20/2022	20917	Christopher Hall	Accounts Payable	Refund on FOIA	88.15			83,280.53
06/20/2022	20918	Kelley Connect	Accounts Payable	texh help	51.25	X		83,229.28
06/20/2022	20919	Cardinal Business Se...	Accounts Payable	784581	4,845.33	X		78,383.95
06/20/2022	20920	US Cellular	Accounts Payable	951128871	88.92			78,295.03
06/21/2022	20921	IV DATA CENTER	Accounts Payable		21.25	X		78,273.78
06/21/2022	20922	A+ Storage	Accounts Payable	storage fee	70.00			78,203.78
06/21/2022	20923	IV DATA CENTER	Accounts Payable		400.00	X		77,803.78
06/22/2022	20924	Umpqua Bank	Umpqua Credit Card	4798 5100 616...	440.07	X		77,363.71
06/27/2022	20925	Wells Fargo	Accounts Payable	97345735	110.25			77,253.46
06/27/2022	20926	Pacific Source Healt...	Accounts Payable		725.00			76,528.46
06/27/2022	20927	Pacific Source Healt...	Accounts Payable	Kevin health Ins	789.00			75,739.46
06/30/2022	20928	IV COMMUNITY D...	Accounts Payable		242.00			75,497.46
06/30/2022	20929	Kevin O'Brien	Accounts Payable		44.05			75,453.41
06/30/2022	20930	Arlyse DeLoyola	Accounts Payable		3.39			75,450.02



**July, 2022 Staff Report of the Acting Conservation Pgm. Mgr.**  
**(Prepared 7/19/2022)**

**White Ditch Technical Assistance Project:** We will meet with the water rights users as soon as possible after John Belville (our new hire – Tracey’s replacement) finishes up working on Crooks Creek implementation with me. Depending on the sentiment and wishes of the water rights users, we will either be moving forward with developing irrigation alternatives through our contracted engineering firm and coordinating formation of an irrigation district with the users, or shutting the project down. Planning and hoping for unity and good will between the users at the meeting.

**Status of Vacant Conservation Pgm Mgr Position:** John Belville accepted the job offer and will enter on duty on Tuesday, August 16, 2022. John’s first assignment will be attending SDAO new employee training and assisting me with Contract Officer Representative duties on the Crooks Creek project.

**Crooks Creek Project:** There are still a couple of important aspects to nail down before the targeted August 15, 2022 start date. We were able to meet Josephine County Planning Department’s flood analysis and determination requirements for the project. The application packets have been submitted to that office and are being reviewed now. I have asked for expedited action from them given the project’s time and funding sensitivities.

We will be contracting with Benchwood LLC for the work. They proposed doing the scheduled work on the private properties in 2022 and doing the scheduled work on the BLM-managed public lands in 2023. I am writing the contract this week for the work. We still need to get landowner agreements in place with our partnering landowners.

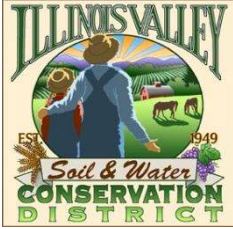
**Stakeholder Engagement (SE) Project:** Open to questions as project manager, but otherwise am deferring the project update to Cheryl.

**Water Quality Monitoring Program:** Nothing new to report on this year’s sampling program.

**Goff Small Grant Project:** I will be inspecting the completed project next week ahead of writing and submitting the final report. We will be glad to move on from this one... small project that took a LOT of oversight and pressure from us to get completed on time.

Respectfully submitted,

Kevin O'Brien, acting Conservation Program Manager



## STAFF REPORT

Cheryl Nelson,  
Engagement Coordinator

IVFROG/Upper Illinois River Focal Work Group

Activities between: June 17 through July 20, 2022

### OWEB Stakeholder Engagement (SE) Grant -

- Developed the agenda for, advertised and convened IVFROG monthly meeting at IVFIRE
- No June Upper Illinois River Focal Work Group Meeting – workaround solicit factoids
- Worked on OWEB August 1 Progress Report/Met with Kevin to fine tune
- Drafted and Finalized IV News Article and 3x5 Ad with input from Stakeholders
- Created template for signage at landowners' property with fuels reduction work completed
- Interviewed with Jim K. of OSFM on KXCJ's Valley News and Views (available on Archive)\*
- Orchestrated a video testimonial production to take place at Landowners in Takilma (ODF, Grayback, OSFM)
- Attended 6/23 Community Liaison Training in Happy Camp with Takilma Community Liaison Stacey Williams (and District/WC Meetings later that evening – Long but productive day!)
- Reached out to TNC (The Nature Conservancy) for potential partnership
- Contacted Wildlife Images about procuring wildlife photos for use in ad campaign
- Reached out to Tracey in case she'd heard more on the database she'd been researching for IVSWCD
- Recruited Adriana Flores, IVHS grad. for assistance with GIS and potential college internship

### T.E.L.E.

- Sent out RFP's to multiple graphic design/web designer and marketing consultants to facilitate message co-development phase of TELE
- Found a graphic designer in Ashland to work on signage for Fuels Reduction Sites
- Rogue Media responded but since they are a 'digital first' marketing org./IVFROG not a perfect fit
- Crafted copy for ad to air on KXCJ:

Illinois Valley Fire Resiliency Oversight Group – "IV FROG" for short – invites residents who want Wildfire Fuels Reduction help around their homes to call (541) 592-3731. Grant programs through the Office of the State Fire Marshall and other funding sources may be available to help with costs. IV FROG's mission is to create Fire Resiliency within the Illinois Valley. You can also find IV FROG on facebook to learn more.

### General Administrative:

- Attend weekly IV Stream Team Staff meeting
- Procured botanical photographs from Laura Mancuso for use on IV Stream Team Thank You Cards
- Respond to inter-office email requests in timely manner

\*OSU Research on '...Wildfire Evacuation Vulnerability'