

McKenzie Watershed Council Work Plan

October 1, 2005 through September 30, 2006

Element #1: Identify and address the priority protection, restoration, and enhancement needs of McKenzie Watershed.

Council Objective #1.1	Continued prioritization and improvement of stream system passage
Proposed Activities and Projects	<ul style="list-style-type: none"> • Coordinate at least two stream passage projects • Coordinate continued prioritization and improvement of aquatic passage barriers • Secure funding to implement at least two high priority fish passage projects in FY07 • Following project completion, monitor project sites regularly to establish baseline restoration data • Work with Lane County and the U.S. Bureau of Land Management to further established partnership to collaborate on future culvert projects
Council, Staff and Committee Roles	<p><u>Council</u>: Provide technical team members; network with stakeholder groups to stimulate action; ensure staff from key stakeholder groups, including Lane County and BLM, are involved</p> <p><u>Projects Coordinator</u>: Work with Lane County to seek funding for projects; secure necessary permits; assist and oversee contractors; monitor project sites; supervise record-keeping and compensation of contract work.</p> <p><u>Projects Committee</u>: Work with Projects Coordinator to prioritize high priority fish passage projects</p>
Council Objective #1.2	Portions of watershed improved toward properly functioning system
Proposed Activities and Projects	<ul style="list-style-type: none"> • Five habitat restoration projects initiated and/or maintained within the lower watershed • Review aerial photographs of watershed • At least two Confluence Steering Committee projects developed annually • Continued restoration of Green Island fish and wildlife habitat in collaboration with the McKenzie River Turst • Green Island Technical Team convened at least twice annually • Coordination and participation with the Willamette Habitat Restoration Priorities project
Council, Staff and Committee Roles	<p><u>Council</u>: Provide technical team members; network with community members to recruit landowners</p> <p><u>Projects Coordinator</u>: Coordinate and facilitate Projects Committee, participate in Green Island Technical Team; secure funding, write and manage grants; coordinate identification and implementation</p>

	<p>of prioritized projects, including Green Island projects; oversee work of contractors; maintain and monitor all Council projects; recruit landowners</p> <p><u>Confluence Coordinator</u>: Coordinate Confluence Steering Committee; secure funding, write and manage grants; coordinate selection and implementation of prioritized projects; oversee work of contractors</p> <p><u>Projects Committee</u>: Identify and prioritize restoration program projects; identify and secure funding sources; provide updates to Council; recruit landowners</p> <p><u>Confluence Steering Committee</u>: Secure funding for Confluence projects; provide updates to Council</p> <p><u>Coordinator</u>: Oversee Projects Program, Mohawk Watershed Partnership and Confluence Coordinator; attend meetings as needed; aid in coordination and facilitation of Willamette Habitat Restoration Priorities project</p>
--	--

Council Objective #1.3	Restoration projects successfully implemented, maintained and reported
Proposed Activities and Projects	<ul style="list-style-type: none"> • Coordinated project management of all restoration projects • Enlist support from service learning programs, local schools and local organizations to help maintain and track restoration projects
Council, Staff and Committee Roles	<p><u>Projects Coordinator</u>: Oversee all project grants; deliver grant reports; oversee contractors; update Council database; provide Council with Project Program updates</p> <p><u>Education/Outreach Coordinator</u>: Coordinate volunteer base to aid in project maintenance</p> <p><u>Projects Committee</u>: In collaboration with projects Coordinator update Council on projects program</p>

Council Objective #1.4	Watershed protection and restoration coordinated among diverse stakeholders
Proposed Activities and Projects	<ul style="list-style-type: none"> • Restoration Practitioner Conference; spring 06 • Information sharing among interest via Council meetings and other venues • GIS maps developed indicating project locations throughout the watershed
Council, Staff and Committee Roles	<p><u>Projects Coordinator</u>: Update Council regularly; attend community meetings/events as needed</p> <p><u>GIS Intern</u>: Develop maps indicating project locations</p> <p><u>Projects Committee</u>: Provide Council with quarterly project reports; attend community meetings/events as needed; network with landowners</p>

Element #2: Monitor and evaluate McKenzie Watershed conditions and functions.

Council Objective #2.1	Maintenance and improvement of water quality; continued review of monitoring efforts that will shape future monitoring efforts
Proposed Activities and Projects	<ul style="list-style-type: none"> • Adoption of local ambient Water Quality Monitoring Management Plan; in collaboration with EWEB staff • Continue to collaboratively share ambient mainstem data with all stakeholders • Continue to collect and analyze tributary ambient water quality data • Continue to collect and analyze macroinvertebrate populations on mainstem and tributaries; implement Macroinvertebrate Monitoring Program • Convene Water Quality Committee; at least three meetings annually to guide implementation of Water Quality Monitoring Program • Convene Cedar Creek Working Group; as needed • Help coordinate Eugene Water & Electric Board’s Drinking Surce Water Protection Program; as needed • Aid in development of TMDL Designated Management Agency Implementation Plans
Council, Staff and Committee Roles	<p><u>Council</u>: Provide Water Quality Committee members; ensure staff from key stakeholder groups, including City of Eugene and Springfield, EWEB, Springfield Utility Board, Army Corps of Engineers, Water Resource Division, are involved</p> <p><u>Education/Outreach Coordinator</u>: Coordinate annual macroinvertebrate monitoring, work in collaboration with Springfield School District and EWEB to coordinate tributary monitoring; attend Water Quality Committee meetings</p> <p><u>GIS Intern</u>: Generate maps indicating water quality sampling locations</p> <p><u>Water Quality Committee</u>: Attend meetings and collaboratively share monitoring efforts conducted in watershed, as needed bring resources into WQ Program</p> <p><u>Coordinator</u>: Coordinate and facilitate Water Quality Committee and Cedar Creek Working Group meetings; oversee implementation of Macroinvertebrate Monitoring Program; oversee Education/Outreach and MWP Coordinators and GIS Intern</p>
Council Objective #2.2	Water quality data exchanged with agencies and landowners
Proposed Activities and	<ul style="list-style-type: none"> • Disseminate water quality data to agencies and landowners

Projects	<ul style="list-style-type: none"> • Compile up-to-date water quality/restoration database
Council, Staff and Committee Roles	<p><u>Education/Outreach Coordinator</u>: Coordinate management of water quality data into EWEB database and monitoring efforts into Council database, facilitate exchange of water quality data through community outreach and education</p> <p><u>Water Quality Committee</u>: Disseminate water quality monitoring efforts and data to respective agencies and organizations</p> <p><u>Coordinator</u>: Facilitate exchange of water quality data through community outreach and education efforts, including website updates</p>

Element #3: Encourage and track public participation in McKenzie Watershed projects and activities.

Council Objective #3.1	Involve at least 200 people annually in Council events
Proposed Activities and Projects	<ul style="list-style-type: none"> • Involve at least 55 volunteers in annual river cleanup event • Involve at least 10 volunteers in Adopt-A-Highway event; occurring twice a year • Involve at least 25 volunteers in annual Down-By-The-Riverside event • Involve at least 30 volunteers (Springfield students, Council Partners and community members) in monthly tributary monitoring efforts • Involve at least 40 volunteers in the annual macroinvertebrate monitoring effort • Involve at least 5 volunteers annually to present Salmon Picnic in local schools • Encourage at least 35 community members to attend annual community workshops • Present at community meetings and events to encourage increased participation in Council events and activities • Continue working with landowners through Restoration Program to encourage public participation
Council, Staff and Committee Roles	<p><u>Council</u>: Participate in Council activities; disseminate information about events and activities; encourage participation in community</p> <p><u>Education/Outreach Committee</u>: Aid in the facilitation of community events</p> <p><u>Education/Outreach Coordinator</u>: Coordinate macroinvertebrate monitoring efforts; work with EWEB and Springfield School District to coordinate tributary monitoring; attend and present at community events; coordinate and facilitate annual landowner workshop, coordinate Council events listed above</p> <p><u>Projects Coordinator</u>: Work with landowners involved with Council to encourage participation in Council events</p> <p><u>Coordinator</u>: Present at community meetings and events; oversee Education, Projects and MWP</p>

	Coordinator; network with community to encourage public participation at Council events
--	---

Council Objective #3.2	Accurately track public participation in watershed projects and activities
Proposed Activities and Projects	<ul style="list-style-type: none"> Consistently update tracking database to accurately present public participation in all Council programs Link database to GIS mapping software by December 2005
Council, Staff and Committee Roles	<u>Administrative Assistant</u> : Coordinate data entry into tracking database <u>GIS Intern</u> : Link database to GIS mapping software <u>Education/Outreach Coordinator</u> : Turn in database tracking sheets after each event <u>Projects Coordinator</u> : Turn in database tracking sheets for each restoration project and activity <u>Mohawk Watershed Partnership Coordinator</u> : Turn in database tracking sheets for all MWP events, activities and projects <u>Coordinator</u> : Oversee Administrative Assistant and GIS Intern; hand in database tracking sheets for Council events; communicate public participation to Council Partners and community members

Council Objective #3.3	Hire a Volunteer Coordinate to increase public participation in Council
Proposed Activities and Projects	<ul style="list-style-type: none"> Secure funding for a Volunteer Coordinator position by March 2006 Coordinate with ODFW STEP program
Council, Staff and Committee Roles	<u>Education/Outreach Committee</u> : Aid in development of volunteer program; identify potential funding sources <u>Coordinator</u> : Identify and write grant proposals; secure funding; hire and oversee Volunteer Coordinator

Element #4: Promote and evaluate public learning about watershed science and key resource issues.

Council Objective #4.1	Improve citizen awareness of Council programs and activities
Proposed Activities and Projects	<ul style="list-style-type: none"> Maintain information booths at community events (Leaburg Fair, Free Fishing Day, Waterville Fair) Participate in Salmon Watch and Forest Field Days Continued support of McKenzie Arts Forum, Friends of Hatchery and other local organizations Share information with community; at least one community workshop annually Include community members in Council Committees

	<ul style="list-style-type: none"> • Attend meetings of community groups and others to share Council information • Look for collaborative opportunities • Increase public relations and media outreach through targeted outreach to local media with watershed related stories • Produce and distribute 2 Council newsletters annually • Consistently update Council website • Produce monthly column for McKenzie River Reflections
Council, Staff and Committee Roles	<p><u>Council</u>: Attend community events; dissemination information about Council programs and activities to community members; author River Reflections column and newsletter articles</p> <p><u>Education/Outreach Committee</u>: Work with Education/Outreach Coordinator to implement Work Plan goals.</p> <p><u>Education/Outreach Coordinator</u>: Maintain information booths at community events, participate in Salmon Watch and Forest Field Days; develop and facilitate at least one community workshop annually; look for collaborative opportunities; author newsletter articles; network with community members</p> <p><u>Projects Coordinator</u>: Author newsletter articles; network with community members</p> <p><u>Coordinator</u>: Support local, community organization (e.g., attend meetings, support grant applications); look for collaborative opportunities; encourage community member participation in Council committees; ensure meeting notices and event press releases are delivered to local media organizations; increase public relations; produce and deliver Council newsletter; author articles for River Reflections; coordinate updates to website; network with community members</p>

Council Objective #4.2	Teachers, students, and non-formal educators have tools and training to implement education watershed-related activities
Proposed Activities and Projects	<ul style="list-style-type: none"> • Continue to provide water quality education and guidance to K-12 students and teachers • Utilize and train volunteers to give Salmon Picnic and other presentations • Deliver natural resource professionals into local schools • Provide watershed instruction and resources to local schools • Continued participation of Upper Willamette Environmental Education Providers Network • Link BLM McGowan Education Site field trip experience to elementary science kit curriculum
Council, Staff and Committee Roles	<p><u>Council</u>: Participate in Salmon Picnic presentations; provide natural resource professionals; ensure staff from key stakeholder groups, including BLM and the Springfield School District, are involved</p> <p><u>Education/Outreach Committee</u>: Work with Education/Outreach Coordinator to implement Work Plan</p>

	<p>goals.</p> <p><u>Education/Outreach Coordinator</u>: Work with interested teachers and Districts to provide education tools; train volunteers; present Salmon Picnics as requested; facilitate teacher workshops as needed; coordinate field trips to BLM McGowan Creek Education Site with Springfield School District, secure funding for future field trips; participate in UWEEPN</p> <p><u>Coordinator</u>: Work with Education/Outreach Coordinator to secure funding for Education/Outreach Program</p>
--	---

Council Objective #4.3	McKenzie Watershed Council sub-watershed formation
Proposed Activities and Projects	<ul style="list-style-type: none"> • Convene community meetings in order to develop subwatershed groups in Cedar Creek and Horse Creek sub-watersheds
Council, Staff and Committee Roles	<p><u>Council</u>: Encourage community members to form subwatershed groups; network with community members</p> <p><u>Coordinator</u>: Work with community members to gauge interest in formation of subwatershed group; offer interested community members organizational support</p>

Council Objective #4.4	Help develop future watershed professionals
Proposed Activities and Projects	<ul style="list-style-type: none"> • Continue scholarship program for McKenzie, Mohawk, Springfield, and Thurston high schools for student(s) advancing into natural resource profession by raising funding sources • Secure scholarship funding by May and award scholarship in June
Council, Staff and Committee Roles	<p><u>Education/Outreach Coordinator</u>: Secure funding for scholarship; coordinate Scholarship Committee; award scholarship</p> <p><u>Scholarship Committee</u>: Work with Education/Outreach Coordinator to determine annual scholarship winner</p>

Council Objective #4.5	Community recognition for best landowner watershed practices
Proposed Activities and Projects	<ul style="list-style-type: none"> • Executive Committee develop criteria for awards; Council approves nominations • Present award annually to landowner conducted best management practices
Council, Staff and Committee Roles	<p><u>Executive Committee</u>: Develop criteria for awards system; nominate annual award recipients</p> <p><u>Council</u>: Approve nominations; present awards</p> <p><u>Coordinator</u>: Facilitate Executive Committee meetings to develop awards system; conduct outreach to encourage nominations; facilitate nomination process</p>

Element #5: Build partnerships, organizational capacity, and Council effectiveness.

Council Objective #5.1	Continue to increase McKenzie Watershed Council organizational capacity
Proposed Activities and Projects	<ul style="list-style-type: none"> • Convene 10 monthly meetings and one annual retreat • Maintain email list serve and deliver e-newsletters on a regular basis • Convene Council Program Committees (Education, Water Quality, Projects, Confluence) • Produce program progress reports • Renew At-Large Partner positions • Increase Partner participation; on-going • Conduct biennial reviews of Partner responsibilities and membership roles • Increase community involvement with Council activities and programs
Council, Staff and Committee Roles	<p><u>Council</u>: Attend Council meetings and annual retreat; facilitate meetings; review Council program progress reports; be a member in at least one Council committee; participate in Council activities, events and committees; encourage community member involvement</p> <p><u>Executive Committee</u>: Prioritize meeting agenda topics; review Council outreach information; renew At-Large Partner participation through the process outlined in the Council Charter</p> <p><u>Education/Outreach Coordinator</u>: Attend meetings and retreat; coordinate Education Committee, produce annual progress report; work with Education/Outreach Coordinator to implement education and outreach goals.</p> <p><u>Projects Coordinator</u>: Attend meetings and retreat; coordinate Projects Committee, produce annual progress reports</p> <p><u>Confluence Coordinator</u>: Coordinate Confluence Committee, produce annual progress reports</p> <p><u>Administrative Assisstant</u>: Distribute meeting and retreat mailing packets, update mailing and e-mail lists; work with Council Contractors as needed</p> <p><u>Coordinator</u>: Plan and coordinate Council meetings and retreats, including confirming presenters; work with Executive Committee to develop meeting topics; produce e-newsletter; work with Education/Outreach, Projects and Confluence Coordinators to ensure annual progress reports are delivered to Council; facilitate At-Large renewal process through Executive Committee; Outline Council membership responsibilities and roles at two meetings each year; work with Council Partners to increase participation in Council activities (e.g., membership on at least one committee); encourage</p>

	increase participation in Council through community outreach efforts (e.g., Council events)
--	---

Council Objective #5.2	Ensure high quality management of office procedures and policies
Proposed Activities and Projects	<ul style="list-style-type: none"> • Manage Council restoration projects budget, contracts, audits and other fiscal matters via Cascade Pacific RC&D • Manage all other Council program budgets, contracts, audits and other fiscal matters via McKenzie Watershed Alliance • Finalize Council database and conduct regular updates • Fund core operating expenses • Continue transition to non-profit organization • Office maintenance
Council, Other Staff, and Volunteer Roles	<p><u>Executive Committee:</u> Review Council budget quarterly; work with Coordinator to ensure Council funds are efficiently managed by both Cascade Pacific RC&D and the McKenzie Watershed Alliance; identify funding sources; work with McKenzie Watershed Alliance Board of Directors to facilitate transition; conduct coordinators annual evaluations</p> <p><u>Administrative/Financial Assistant:</u> Manage tracking database</p>
Coordinator Role	Work with CPRCD to ensure management of Council restoration project funds and to produce quarterly budget updates; work with Administrative/Financial Assistant to manage Council program budgets and contract and to produce quarterly budget updates; work with Administrative/Financial Assistant to update tracking database; identify funding sources, write and manage coordination grants; work with Council to finalize creation of sister non-profit organization (McKenzie Watershed Alliance); clean and maintain office space
% Coordinator Time	12%

Council Objective #5.3	Increased funding for Council programs
Proposed Activities and Projects	<ul style="list-style-type: none"> • Identify and produce coordination, education, projects and community outreach grant applications on an on-going basis • Develop and adopt fundraising ideas; develop three ideas and initiate at least one fundraiser by June 2006 • Annually review Council Business Plan and incorporate into future Work Plans
Council, Staff and	<u>Executive Committee:</u> Work with coordinators to identify funding sources; develop and adopt

Committee Roles	<p>fundraising ideas; review Business Plan annually</p> <p><u>Education/Outreach Coordinator</u>: Develop at least two grant applications</p> <p><u>Projects Coordinator</u>: Develop at least two grant applications</p> <p><u>Confluence Coordinator</u>: Develop at least one grant application</p> <p><u>Mohawk Watershed Partnership Coordinator</u>: Develop grant applications for education and project programs as needed</p> <p><u>Coordinator</u>: Identify and develop Council coordination, water quality, and volunteer coordination grant applications as needed; work with Council coordinators to ensure all programs are adequately funded; implement adopted fundraising ideas; work with Executive Committee to review Business Plan, make revisions and incorporate recommendations into future Work Plans</p>
-----------------	---

Council Objective #5.4	Decision-makers aware of Council activities
Proposed Activities and Projects	<ul style="list-style-type: none"> • Promote watershed and Council issues to members of Oregon Legislature and Lane County Commissioners • Conduct briefing to Lane County Commissioners once a year • Remain current on legislative information • Schedule visits with local legislators and the Governor’s Natural Resource staff • Conduct restoration site tours and an annual river trip for Council Partners and decision-makers at least once a year
Council, Staff and Committee Roles	<p><u>Council</u>: Collaboratively share information regarding legislative and other policy decisions; attend site tours and river trip; work to promote Council activities to decision-makers</p> <p><u>Projects Coordinator</u>: Plan and facilitate annual restoration site tour</p> <p><u>Coordinator</u>: Work with Council and other coordinators to promote watershed issues to decision-makers; work with other Lane County watershed coordinators to brief Lane County Commissioners; plan for annual river trip; in collaboration with Projects Coordinator coordinate restoration tour</p>

Council Objective #5.5	Continue to build on relationship and success with Mohawk Watershed Partnership
Proposed Activities and Projects	<ul style="list-style-type: none"> • Assist Mowhak Watershed Partnership in watershed coordination, outreach, funding, education, and project implementation
Council, Staff and Committee Roles	<p><u>Projects Coordinator</u>: Coordinate Council projects program with MWP efforts; share resources and information; attend MWP meetings</p> <p><u>Projects Committee</u>: Work to develop prioritized restoration project plan for Mohawk Watershed</p>

	<u>Coordinator</u> : Assist MWP Coordinator with Partnership coordination, outreach, education and funding; attend MWP meetings
--	---

Council Objective #5.6	Continue coordination of Confluence Committee
Proposed Activities and Projects	<ul style="list-style-type: none"> • Convene Confluence Committee three times annually • Develop at least two projects for 2006 implementation and two for 2007 implementation
Council, Staff and Committee Roles	<p><u>Council</u>: Provide Confluence Committee members; ensure key stakeholder groups including, ODFW, McKenzie Guides Association, are involved</p> <p><u>Projects Coordinator</u>: Collaborate with Confluence Coordinator so Green Island restoration projects are coordinated with Confluence projects; attend Confluence meetings</p> <p><u>Confluence Coordinator</u>: Faciliate Confluence Committee meetings; develop, implement and monitor restoration projects; secure and manage funding; conduct outreach and education about Confluence resources and projects</p> <p><u>Coordinator</u>: Oversee Confluence Coordinator and attend Confluence Committee meetings</p>

Council Objective #5.7	Integration with Willamette Basin activities
Proposed Activities and Projects	<ul style="list-style-type: none"> • Attend Willamette Coordinator meetings • Attend OWEB conferences • Work with Biosystems, Inc. to implement Willamette Subbasin Plan (Northwest Power and Conservation Council)
Council, Staff and Committee Roles	<p><u>Projects Coordinator</u>: Provide key stakeholders in Biosystems, Inc. efforts to implement the Willamette subbasin Plan</p> <p><u>Coordinator</u>: Attend meetings and conferences as necessary to stay abreast of Willamette Basin activities; work with Biosystems, Inc. to bring the Subbasin Plan into local actions.</p>

Council Objective #5.8	Increase Council's involvement with recreation issues
Proposed Activities and Projects	<ul style="list-style-type: none"> • Continue to engage and support McKenzie River Cooperative Maintenance Partnership • Research potential aquisition of additional boat landing sites • Discuss and address safety issues • Produce and distribute river etiquette materials • Decrease unlawful behavioar at recreation sites through Security Partnership • Update Recreation Action Plan by October 2005, incorporate recommendations into future Work

	Plans
Council, Staff and Committee Roles	<p><u>Council</u>: Provide key stakeholders for attend Maintenance and Security Partnership meetings; discuss potential boat landing sites; adopt Action Plan recommendations</p> <p><u>Coordinator</u>: Attend Maintenance and Security Partnership meetings; work with interested Partners and agencies/organizations in developing potential boat landing sites; secure funding to produce and distribute river etiquette materials; work with Council to review Action Plan, incorporate recommendations into future Work Plans</p>

Council Objective #5.9	Increase Council's involvement with human habitat issues
Proposed Activities and Projects	<ul style="list-style-type: none"> • Collaborate with Lane County to conduct Household Hazardous Waste roundup events annually • Update Human Habitat Action Plan by October 2005, incorporate recommendations into future Work Plans
Council, Staff and Committee Roles	<p><u>Council</u>: Provide key stakeholders</p> <p><u>Coordinator</u>: Work with Lane County to organize Hazardous Waste event; work with Council to review Action Plan, incorporate recommendations into future Work Plans</p>