

McKenzie Watershed Council Work Plan

October 1, 2006 through September 30, 2007

Goal I: Protect and Restore Key Fish and Wildlife Habitats

Council Objective I.1	Continued prioritization and improvement of stream system passage
Proposed Activities and Projects	<ul style="list-style-type: none"> • Coordinate Parsons Creek stream passage project • Following project completion, monitor project site regularly to establish baseline restoration data • Coordinate with ODFW STEP to conduct ground-truthing on priority culvert database • Work with Lane County and the U.S. Bureau of Land Management to further establish 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>: Coordinate implementation of Parsons Creek project; work with Lane County to seek funding for future projects; monitor project sites</p> <p><u>Projects Committee</u>: Work with Projects Coordinator to prioritize high priority fish passage projects</p>
Council Objective I.2	Portions of watershed improved toward properly functioning system
Proposed Activities and Projects	<ul style="list-style-type: none"> • Develop at least two restoration projects within the lower watershed • Continue Mohawk-McGowan Project Management and seek funding for future maintenance • Develop at least one project in collaboration with the Confluence Steering Committee • Continue restoration of Green Island fish and wildlife habitat in collaboration with the McKenzie River Trust; continue involvement in Green Island Technical Team
Council, Staff and Committee Roles	<p><u>Council</u>: Provide technical team members; network with community members to 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>: Manage Mohawk-McGowan project; 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>Projects Coordinator</u>: Coordinate and facilitate Projects Committee; secure funding, write and manage</p>

	grants; coordinate identification and implementation of prioritized projects; oversee work of contractors; maintain and monitor Mohawk-McGowan project
Council Objective I.3	Restoration projects successfully implemented, maintained and reported
Proposed Activities and Projects	<ul style="list-style-type: none"> • Coordinate project management of all restoration projects as required by funding entities; contact landowners of previously implemented projects • Enlist support from service learning programs, local schools and local organizations to help maintain and track restoration projects • Seek funding for monitoring and maintenance for previously implemented projects in a prioritized strategy • Ensure watershed protection and restoration coordinated among diverse stakeholders
Council, Staff and Committee Roles	<p><u>Projects Coordinator</u>: Coordinate volunteer base to aid in project maintenance; provide Council with Project Program updates; seek funding opportunities; update Council database</p> <p><u>Projects Committee</u>: Update Council on projects program</p> <p><u>Coordinator</u>: Oversee all project grants; deliver grant reports; oversee contractors; update Council database</p>

Goal II: Protect and Restore Water Quality and Quantity

Council Objective II.1	Maintenance and improvement of water quality; continued review of monitoring activities that will shape future monitoring efforts
Proposed Activities and Projects	<ul style="list-style-type: none"> • Participate in local ambient Water Quality Monitoring Management Plan in collaboration with EWEB staff; 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 through implementation of Macroinvertebrate Monitoring Program • Convene Water Quality Committee; at least three meetings annually to guide implementation of Water Quality Monitoring Program • Help implement Eugene Water & Electric Board's Drinking Surce Water Protection Program; as needed
Council, Staff and Committee Roles	<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,

	<p>Water Resource Division, are involved</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>Projects Coordinator</u>: Coordinate Macroinvertebrate Monitoring Program; work in collaboration with Springfield School District, EWEB and Mohawk Watershed Partnership to coordinate tributary monitoring; attend WQ Committee meetings</p> <p><u>Coordinator</u>: Coordinate and facilitate Water Quality Committee meetings</p>
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Council Objective II.2	Water quality data exchanged with agencies and landowners
Proposed Activities and Projects	<ul style="list-style-type: none"> • Disseminate water quality data to agencies and landowners • Compile up-to-date water quality/restoration database in collaboration with EWEB
Council, Staff and Committee Roles	<p><u>Water Quality Committee</u>: Disseminate water quality monitoring efforts and data to respective agencies and organizations</p> <p><u>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 efforts, including website updates</p>

Goal III: Promote Partnerships to Support Local Stewardship Actions

Council Objective III.1	Continue to build on relationship and success with Mohawk Watershed Partnership
Proposed Activities and Projects	<ul style="list-style-type: none"> • Assist Mohawk Watershed Partnership in watershed coordination, outreach, funding, education, and project implementation • Develop and distribute quarterly newsletters
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> <p><u>Coordinator</u>: Assist MWP Coordinator with Partnership coordination, outreach, education and funding; attend MWP meetings</p>

Council Objective III.2	Continue coordination of Confluence Committee
Proposed Activities and Projects	<ul style="list-style-type: none"> • Convene Confluence Committee at least once • Submit Local Innovation Fund final report to OWEB

	<ul style="list-style-type: none"> • Produce Status Report
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>Confluence Coordinator</u>: Facilitate Confluence Committee meeting(s); 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; secure and manage funding</p>

Council Objective III.3	McKenzie Watershed Council sub-watershed formation
Proposed Activities and Projects	<ul style="list-style-type: none"> • Explore opportunities with landowners to develop subwatershed group in Horse Creek sub-watersheds
Council, Staff and Committee Roles	<p><u>Council</u>: Encourage community members to form subwatershed groups</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 III.4	Increase Council's involvement with recreation issues
Proposed Activities and Projects	<ul style="list-style-type: none"> • Continue to participate in McKenzie River Cooperative Maintenance and Security Partnership • Discuss and address safety issues • Incorporate Recreation Action Plan 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</p> <p><u>Coordinator</u>: Attend Maintenance and Security Partnership meetings; work with interested Partners and agencies/organizations in developing potential boat landing sites; incorporate Recreation Action Plan into future Work Plans</p>

Council Objective III.5	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 event • Incorporate Human Habitat Action Plan into future Work Plans
Council, Staff and Committee Roles	<p><u>Coordinator</u>: Work with Lane County to organize Hazardous Waste event; incorporate Human Habitat Action Plan into future Work Plans</p>

Council Objective III.6	Integration with Willamette Basin activities
Proposed Activities and Projects	<ul style="list-style-type: none"> • Attend Willamette Coordinator meetings • Attend OWEB conferences
Council, Staff and Committee Roles	<u>Coordinator</u> : Attend meetings and conferences as necessary to stay abreast of Willamette Basin activities

Goal IV: Promote Community Understanding and Stewardship through Outreach and Education

Council Objective IV.1	Participate in and develop community activities
Proposed Activities and Projects	<ul style="list-style-type: none"> • Develop and facilitate annual river cleanup event; at least 180 volunteer hours • Develop and facilitate Down-By-The-Riverside event(s); at least 100 volunteers hours • Coordinate monthly tributary monitoring efforts; at least 1200 volunteer hours • Coordinate annual macroinvertebrate monitoring efforts; at least 60 volunteers hours • Present at community meetings and events to encourage increased participation in Council events and activities • Continue working with landowners through Projects 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>Projects Coordinator</u>: Coordinate macroinvertebrate monitoring efforts; work with Mohawk Watershed Partnership, EWEB and Springfield School District to coordinate tributary monitoring</p> <p><u>Coordinator</u>: Attend and present at community events; coordinate Council events; present at community meetings and events; network with community to encourage public participation in Council</p>

Council Objective IV.2	Accurately track public participation in watershed projects and activities
Proposed Activities and Projects	<ul style="list-style-type: none"> • Consistently update MWC database to accurately present public participation in all Council Programs
Council, Staff and Committee Roles	<p><u>Administrative Assisstant</u>: Coordinate data entry into tracking database</p> <p><u>Projects Coordinator</u>: Deliver database tracking sheets to Administrative Assistant</p> <p><u>Coordinator</u>: Oversee Administrative Assistant; hand in database tracking sheets for Council activities; communicate public participation to Council Partners and community members</p>

Council Objective IV.3	Improve citizen awareness of Council programs and activities
Proposed Activities and Projects	<ul style="list-style-type: none"> • Encourage community to become involved in Council Committees • Attend meetings of community groups and others to share Council information • Consistently update Council website • Produce one edition of <i>McKenzie Meanderings</i> • Produce monthly column for McKenzie River Reflections
Council, Staff and Committee Roles	<p><u>Council</u>: Attend community events; disseminate information about Council programs and activities to community members; author River Reflections column and newsletter articles</p> <p><u>Education-Outreach Committee</u>: Work to implement Education/Outreach Plan goals.</p> <p><u>Coordinator</u>: Support local, community organization; 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 one newsletter; author articles for River Reflections; coordinate updates to website</p>
Council Objective IV.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 • Collaborate with local universities to encourage internships with Council
Council, Staff and Committee Roles	<p><u>Coordinator</u>: Secure funding for scholarship; coordinate Scholarship Committee; award scholarship</p> <p><u>Scholarship Committee</u>: Work with Coordinator to determine annual scholarship winner</p>
Council Objective IV.5	Community recognition for best landowner watershed practices
Proposed Activities and Projects	<ul style="list-style-type: none"> • Present award annually to landowner conducting best management practices
Council, Staff and Committee Roles	<p><u>Executive Committee</u>: Nominate annual award recipients</p> <p><u>Council</u>: Approve nomination; present awards</p> <p><u>Coordinator</u>: Facilitate Executive Committee meetings to conduct nomination process</p>
Council Objective IV.6	Decision-makers aware of Council activities
Proposed Activities and Projects	<ul style="list-style-type: none"> • Promote watershed and Council issues to members of elected officials

Projects	<ul style="list-style-type: none"> • Distribute MWC Annual Report to Lane County Commissioners, EWEB and the Cities of Eugene and Springfield • Remain current on legislative information • Schedule visits with local legislators • Conduct restoration site tours and/or 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>Coordinator</u>: Work with Council and other coordinators to promote watershed issues to decision-makers; develop and distribute annual report; plan and facilitate annual restoration site tour</p>

Goal V: Council Accounts For and Provides Investments in the Watershed

Council Objective V.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 and deliver e-newsletters on a regular basis • Convene Council Program Committees (Education-Outreach, Water Quality, Projects, Confluence) • Renew At-Large Partner position • Increase Partner participation; on-going • Conduct biennial reviews of Partner responsibilities and membership roles
Council, Staff and Committee Roles	<p><u>Council</u>: Attend Council meetings and annual retreat; facilitate meetings; review Council program progress reports; 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>Administrative Assisstant</u>: Distribute meeting and retreat mailing packets; update mailing and e-mail lists; work with Council Contractors as needed</p> <p><u>Projects Coordinator</u>: Coordinate Projects Committee</p> <p><u>Coordinator</u>: Plan and coordinate Council meetings; work with Executive Committee to develop meeting topics; produce e-newsletter; coordinate Education-Outreach Committee; ensure annual progress reports are delivered to Council; facilitate At-Large renewal process; outline Council membership responsibilities and roles at two meetings each year; work with Council Partners to</p>

	increase participation in Council activities; encourage increase participation in Council through community outreach efforts
Council Objective V.2	Ensure high quality management of office procedures and policies
Proposed Activities and Projects	<ul style="list-style-type: none"> • Manage all Council program budgets, contracts, audits and other fiscal matters via McKenzie Watershed Alliance • Conduct regular updates to Council database • Fund core operating expenses • 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 as McKenzie Watershed Alliance Board of Directors; conduct staff evaluations</p> <p><u>Administrative Assistant</u>: Manage tracking database; conduct bookkeeping activities for McKenzie Watershed Alliance; clean and maintain office space</p> <p><u>Coordinator</u>: Manage McKenzie Watershed Alliance, work with Administrative Assistant to manage Council program budgets and contracts; produce quarterly budget updates; identify funding sources, write and manage coordination grants</p>
Council Objective V.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 • Annual review of Council Business Plan; incorporate Business Plan into future Work Plans • Convene Fundraising Steering Committee to develop future fundraising strategies
Council, Staff and Committee Roles	<p><u>Council</u>: Review Business Plan annually</p> <p><u>Executive Committee</u>: Work with Coordinator to identify funding sources</p> <p><u>Confluence Coordinator</u>: Develop at least one grant application</p> <p><u>Projects Coordinator</u>: Develop at least two grant applications</p> <p><u>Coordinator</u>: Identify and develop Council coordination, education, outreach, projects, and water quality coordination grant applications as needed; work with Confluence and Project Coordinators to ensure program is adequately funded; work with Council to review Business Plan; managed Resource Development contract</p>