

**AGENDA**  
**McKenzie Watershed Council**  
**Thursday, December 9, 2021**  
**5:05 – 6:30 p.m.**

<https://us06web.zoom.us/j/84659398642?pwd=L29VZ3p4dm9CYWsrZ0t0anUwRUdUZz09>

- 1. Approval of Agenda and Zoom Logistics** **5:05 - 5:10**  
Facilitator: Jared Weybright  
*Action Requested - Approve agenda*
- 2. Approval of October 14th Meeting Minutes** **5:10 - 5:15**  
Attachment: October Meeting Minutes  
*Action Requested – Approve October meeting minutes.*
- 3. Upper Willamette SWCD Tax Base Planning Year 1** **5:15 – 5:45**  
Guest Speaker: Dave Downing, UWSWCD District Manager  
Mr. Downing will provide an update on the status of the new UWSWCD tax and planning for program development and regional service delivery in 2022.  
*Information Only*
- 4. Partner Updates and Public Comment** **5:45 – 6:20**  
*Information Only*
- 5. Nominating Committee** **6:20 – 6:30**  
Two McKenzie Watershed Alliance Board positions expire in early 2022. Two MWC Resident Partner positions are also currently open.  
Attachment: Council Charter (see pages 4-5 for Nominating Committee information)  
*Action Requested – Per the Council Charter, form a Nominating Committee charged with making recommendations to fill the Board and Resident Partner positions.*

**Upcoming Meeting Schedule**

- January 13, 2022: TBD
- February 10, 2022: TBD
- March 10, 2022: Deer Creek Floodplain Monitoring: Dr. Dan Scott
- April 14, 2022: Benthic Macroinvertebrate response to Stage 0 restoration: Bob Wisseman (tentative)

**Contact:** Jared Weybright, 458-201-8150, [jared@mckenziwc.org](mailto:jared@mckenziwc.org), [www.mckenziwc.org](http://www.mckenziwc.org)

**PUBLIC COMMENT PROCEDURES  
MCKENZIE WATERSHED COUNCIL**

Adopted February 14, 2013

A general public comment period of at least ten minutes will be placed on each agenda at the beginning of the meeting. During this session, testimony is allowed on any matter relevant to the Council's mission. The facilitator shall determine relevance. The time limit for comments is three minutes, which can be reduced at the discretion of the facilitator. The facilitator also may allow public comment or questions on specific agenda items as they are addressed, with a three-minute time limit. The facilitator has the discretion to end public testimony if needed to make sure the Council completes its business.

Before members of the public may provide comments, first they must be recognized by the facilitator. Individuals should raise their hands to be recognized and provide their names and the organizations they represent, if any. The Council will require speakers to fill out a public comment card identifying themselves and the topic they wish to address.

Each agenda should include a statement describing these public comment procedures.

**COUNCIL MISSION STATEMENT**

To foster better stewardship of McKenzie River watershed resources, deal with issues in advance of resource degradation, and ensure sustainable watershed health, functions and uses. The Council will accomplish its mission through fostering voluntary partnerships, collaboration and public awareness.

**MEETING AGREEMENTS**

- Honor the agenda or modify by agreement
- Candid and constructive conversation
- Ask questions for clarification and understanding
- Monitor speaking time
- Focus on problems (issues) not people
- Avoid sidebar conversations
- Listen carefully to each other; focus on content not style

**ROLE OF THE FACILITATOR**

- Use meeting agreements for guidance
- Refrain from contributing your own ideas (if you feel strongly about providing an opinion on a certain issue, pass the gavel temporarily to another Exec. member)
- Keep group's attention focused on agenda items
- Make sure everyone has a chance to participate
- Maintain agreed upon time schedule
- Summarize to move from one topic to another (but don't try to bias what was just decided by the council)
- Coming to consensus:
  - Highlight where participants agree
  - Identify areas of disagreement
  - Develop plan for achieving consensus

**McKenzie Watershed Council**  
**Meeting Minutes**  
**October 14th, 20201**  
**Virtual Meeting**

Present: Brian Brazil (International Paper), Becca Brooke (BLM), Arlene Dietz (Rice Farms), Susan Fricke (EWEB), David Kretzing (Resident Partner), Mike McDowell (Resident Partner), Todd Miller (City of Springfield), Karl Morgenstern (EWEB), Ralph Perkins (UWSWCD), Carla Rothenbuecher (Resident Partner), Kelly Wood (Wildish), Sue Zeni (Resident Partner)

Staff: Chase Antonovich, Lara Colley, Justin Demeter, Jennifer Weber, Jared Weybright

**1. Approval of Agenda and Zoom Logistics**

Arlene Dietz motioned to approve the October 14th meeting agenda. Agenda approved as written, all partners showing consensus level 3.

**2. Approval of June 2021 Meeting Minutes**

Arlene Dietz motioned to approve the June 10th meeting minutes. Meeting minutes approved as written, all partners showing consensus level 3.

**3. Partner Announcement, Public Comment, Staff Report**

Arlene Dietz reported that Rice Farms is currently engaged in harvest and remaining busy.

Todd Miller reported that the City of Springfield extended their contract with the Freshwater Trust to expand 2 more acres of riparian planting on White Water Ranch. He continued that they are still waiting on a discharge permit from DEQ and hope to have the permit early in 2022. Additionally there has been some exciting work going on with the biochar pilot project at the Biocycle Farm in Eugene ([https://myemail.constantcontact.com/October-2021-Water-Wisdoms-Newsletter--Updates-from-the-Biocycle-Farm--Drug-Take-Back-Day---more-.html?soid=1108959632906&aid=uZb6\\_34daFE](https://myemail.constantcontact.com/October-2021-Water-Wisdoms-Newsletter--Updates-from-the-Biocycle-Farm--Drug-Take-Back-Day---more-.html?soid=1108959632906&aid=uZb6_34daFE)). Mr. Miller also provided a link to the City of Springfield's Upstream art contest: [bit.ly/upstreamtour](http://bit.ly/upstreamtour)

Ralph Perkins reported that the UWSWC is still transitioning into their new tax base. He continued that they have completed hiring and are settling into a routine.

Heather Buch reported that Lane County has started on an Oregon Solutions Project focused on Holiday Farm Fire recovery. Ms. Buch continued that they have only had 1 meeting so far and would encourage anyone interested to attend as they are open to the public.

David Kretzing reported that on November 29<sup>th</sup>, he will be meeting with a film crew from the Weather Channel, where he will be talking about the Lost Lake /Clear Lake systems and the unique hydrology of the McKenzie basin. Darren Cross with the USFS and an OSU geologist will also be involved.

Susan Fricke reported that EWEB crews are still working on power system maintenance and tree trimming, with crews planning to do helicopter trimming on the Carmen right of way in the coming weeks. Ms. Fricke continued that source monitoring is no longer ongoing at reservoirs, with no toxins

being reported this year. She continued that EWEB held a spill drill on the McKenzie at Hendricks Bridge Wayside yesterday, which went well.

Karl Morgenstern reported that they are taking the EWEB Board on a trip to view the floodplain restoration projects that have been completed in recent years.

Becca Brooke reported that the Senate confirmed a new Director nationally at the BLM for first time in several years. She continued that they are moving the BLM headquarters back to DC while keeping the Grand Junction facility open. Ms. Brooke continued that roadside hazard tree clearing is ongoing, with 50+ miles of roadway needing to be cleared. Additionally, the final 2 salvage sales will be sold in October with less than 900 acres being salvage logged. Emergency stabilization work is wrapping up, with BLM crews gearing up for 1200+ acres of planting. Lastly, Ms. Brooke noted that the BLM is hoping to lift area closures from the fire in early 2022.

Jennifer Weber reported that the Pure Waters Partnership is revisioning its work to include invasive management and protection, erosion control, and revegetation monitoring. There are 126 landowners in the pipeline currently with 2/3 already completed. Ms. Weber continued that they are happy to have fall rains, as there is no longer a need to irrigate revegetation sites. Currently they are working to orient new contractors and get them up to speed. Ms. Weber noted that they will be hosting a Blue River planting event, and are trying to extend outreach to local community members.

Justin Demeter reported that the education program work is ongoing. Currently the Salmon Watch program has completed live streams to simulate Salmon Watch fieldtrips. Plans are in place for additional education live streams to supplement field trips during COVID. Lastly, Mr. Demeter reported that they are looking to get the WATERS program back up and running.

Jared Weybright provided a brief update on general Council operations. He reported that they plan to cancel the November meeting and instead offer a tour to Partners. He also noted that he would like to arrange an additional tour of some of the HFF planting and erosion control sites. Mr. Weybright continued that the Wild & Scenic Film Festival is scheduled for November 16<sup>th</sup> and will be a virtual event. Lastly, Mr. Weybright noted that the Council office is being condemned and torn down.

#### **4. Council Self Evaluation**

Chase Antonovich presented the results of the survey distributed to Council Partners. Following the presentation, Partners were separated into breakout groups to further discuss the results of the survey.

Sue Zeni reported that her group noted how valuable the sharing of information and knowledge is amongst Partners. She continued that it is difficult for Council members to feel they're making a difference if there are not many work opportunities available. Lastly, Ms. Zeni noted that her group is interested in reevaluating which projects are most valuable in a work plan.

Justin Demeter reported out that his group felt none of the comments or responses seemed unreasonable. He continued that his group would like more information about partnering organizations. Additionally, crews were interested in improving outreach and getting the word out about our projects and programs.

Arlene Dietz reported out that her group felt that we need to focus on increased volunteer outreach and potentially hiring a Volunteer Coordinator. She continued that many felt that the subcommittees

created often get abandoned after 1 or 2 meetings. Ms. Dietz continued that they agree that Partner reports are very helpful and that executing the DEI strategy is difficult in times in Covid. Lara Colley thinks we could find creative ways to improve DEI.

Todd Miller reported out that his group felt it was pretty plugged in although they showed interest in revisiting historical projects. He continued that they discussed checking in on the DEI plan to ensure it is moving forward.

Jared Weybright discussed how folks are interested in Council merchandise. He continued that there is confusion on voting roles. Lastly he noted getting input from Lane Electric, as they serve much of the basin.

#### **5. FY2022 Budget and 4-6 Year Funding Plan**

Jared discussed the strategic planning ongoing with the council. He discussed floodplain project planning, and the change in the PWP's scope of work. He continued that the PWP has become an all-encompassing program, with a funding strategy that starts with EWEB. Jared then presented the 2022 Council budget, outlining projects and funding sources.

Becca Brooke asked why BLM funding is not listed in the budget. Mr. Weybright responded that the OWEB line-item including BLM funding is shown as it was passed through OWEB.

Mr. Weybright concluded the budget presentation, noting that it was information only as the Alliance Board already approved the budget.

**Meeting adjourned, 6:45pm**

# **Charter**

## **McKenzie Watershed Council**

Revised Charter Approved by Consensus September 11, 2014

### **Purpose**

The McKenzie Watershed Council was formed to help address watershed management issues in the McKenzie River watershed, as well as provide a framework for voluntary coordination and cooperation among key interests in the development and implementation of a watershed action program. A primary purpose of the council is to work collaboratively with communities and landowners to develop and carry out voluntary watershed protection, restoration, enhancement, education and community engagement activities.

### **Vision**

Through the McKenzie Watershed Council's Conservation Strategy, the McKenzie River watershed supports exceptional water quality and habitats in balance with human livelihood and quality of life.

### **Mission**

To foster better stewardship of the McKenzie River watershed resources, deal with issues in advance of resource degradation, and ensure sustainable watershed health, functions and uses. The Council will accomplish its mission through fostering voluntary partnerships, collaboration and public awareness.

### **Relationship to Decision-Making Bodies and Communities of Interest**

The McKenzie Watershed Council is an advisory body to established decision-making bodies and communities of interest. As such, the Council makes recommendations concerning the protection, restoration, and enhancement of the quality of the McKenzie River watershed.

The agencies, organizations, and interests represented on the Council are not obligated to adopt or carry out the recommendations of the Council but will give due consideration to the recommendations and take actions they consider appropriate. These agencies, organizations and interests will report back to the Council on any actions taken in response to Council recommendations.

The Council welcomes and will respond to requests for advice on actions affecting the watershed that are proposed by local, state and federal agencies, organizations, and/or interests.

Council Partners will keep their respective agencies, organizations and interests informed about the work of the Council and will also bring their concerns to the Council.

## **Objectives**

1. Establish a framework for coordination, cooperation and citizen involvement to ensure an appropriate level of participation in the Council's work;
2. Improve communication among affected private individuals (landowners), interested citizens and representatives of local, state and federal agencies;
  - Publish and distribute a "State of the Watershed" report periodically (currently every 5 years).
3. Provide a forum for hearing, considering and acting upon problems and conflicts related to the Council's mission;
4. Develop an integrated, comprehensive watershed management program;
  - Determine the current condition and uses of the watershed;
  - Identify the desired condition and uses of the watershed;
  - Prepare a proposed watershed action program, including recommended policies and actions, to achieve and maintain the desired condition; and
  - Monitor implementation of the watershed action program.
5. Evaluate program effectiveness, ensure accountability and communicate results;
6. Promote ongoing monitoring of the health of the McKenzie River Watershed; and
7. Promote partnerships and secure funding to implement the Council's Work Plan.

## **Cooperative Partners**

The Council's membership will include broad and diverse representatives of the range of geographic and natural resource interests in the watershed, as well as public and private interests. The McKenzie Watershed Council shall attempt to include representatives from the following interests: local government, water utility companies, McKenzie Valley residents, resource users (e.g., agriculture, private timber), industrial forest land managers, major water consumers, environmental advocates, state government and federal government. A majority of Partners shall be local citizens, including local officials or their designated representative. Ideally, the Council will have representation from 20-28 diverse stakeholder groups and residents. The following is a list of interests and organizations that could be considered for Council composition. This list is not intended to limit participation, and the Council recognizes that newly formed groups could be approved for partnership by consensus and that existing groups sometimes dissolve and will be removed from the Council.

<b>Interest</b>	<b>Agency/ <u>Representative</u> Organizations</b>	<b><u>Representative's</u> Position</b>
Local Government	Lane County, City of Eugene, City of Springfield, City of Coburg	Elected official or staff designee
Water Utility	Eugene Water & Electric Board, Springfield Utility Board, Community Water Associations	Elected official or staff designee
Recreation Provider	McKenzie River Guides Association	Officer
Mohawk Valley resident	Mohawk Watershed Partnership	Board member
McKenzie residents	At-large stakeholders	Residents*
Industrial forest	Weyerhaeuser, <u>Rosboro, Giustina</u> (or similar)	Land use manager
Resource users	Upper Willamette SWCD	Board member
Major water consumers	International Paper, Kingsford (or similar)	Plant manager
Environmental Interests	McKenzie/Cascade Family Flyfishers, Oregon Wild, Audubon, Izaak Walton League, Sierra Club, Obsidians, Northwest Steelheaders, Oregon Trout	Officer(s)
State Agencies	Department of Fish and Wildlife, Department of State Lands, Oregon Department of Forestry, Department of Environmental Quality	Manager
Federal Agencies	Bureau of Land Management, Forest Service – Willamette N.F., Army Corps of Engineers	Manager
Land trust	McKenzie River Trust	Managing director
Formal educator	Springfield, McKenzie or Mohawk Schools	Teacher or administrator
Business interest	McKenzie or Springfield Chamber of Commerce or Convention and Visitors Bureau, Local farmers and ranchers, Aggregate Industries	Officers and stakeholders

\*McKenzie residents include citizens with diverse interests from the various communities/areas of the McKenzie watershed.

Resident Partners serve three-year staggered terms. Incumbents may be re-appointed for additional terms. Partners and staff will solicit potential McKenzie resident partners. Applications will be reviewed by the Executive Committee, and the Executive Committee will recommend candidates for Council approval.

Partners representing agencies and organizations shall serve at the pleasure of their respective agencies and organizations. These Partners are encouraged to designate an alternate that will participate on the Council in the Partner's absence. The Council will act to replace Partners who resign or are unable to continue serving on the Council. The Council will strive to maintain continuity and the balance of interests by giving preference to representation from the same agencies and organizations. The Council will request the agency or organization to nominate a replacement representative. If the agency or organization is unable or unwilling to do so, the Council will seek representation from another agency or organization of the same community of interest.

The Council may add agencies, organizations or interests as Council Partners upon nomination by an existing Partner and approval by the Council.

## **Organization**

The Council may select a chair or co-chairs to serve as spokesperson(s), advise the Council coordinator or other Council staff on Council agendas, call and manage Council meetings, enforce ground rules, and perform other tasks assigned by the Council. Chairs will serve one-year terms and must be members of the Executive Committee.

The Council shall establish and appoint members to an Executive Committee and will delegate certain duties to that Committee. These duties shall include:

1. Provide direction to and evaluate the performance of the coordinator;
2. Assist the coordinator in setting Council meeting agendas;
3. Recommend funding sources and develop project proposals for Council approval;
4. Decide minor administrative, budget and project policies on behalf of the Council;
5. Review periodically the Council's work plan and budget and ensure work plan objectives are being met;
6. Facilitate Council meetings and other meetings as needed;
7. Serve on the McKenzie Watershed Alliance Board of Directors;
8. Recommend plans, policies and procedures for Council approval; and
9. Ensure that minutes of Committee meetings are prepared and provided to the Council on a regular basis.

The Executive Committee should include five members, and members shall represent the diversity of interests on the Council to the greatest extent possible. Members shall serve two-year terms and may be re-appointed. Three months in advance of the expiration of the Executive Committee's term in office, a three-member nominating committee will be formed, including one member of the Executive Committee and two other Council Partners. The nominating committee shall make a recommendation for a new Executive Committee at the Council meeting preceding the expiration of the outgoing Executive Committee's term.

The Council may select other officers as needed. The Council may form committees of its own Partners, and task groups that include individuals not on the Council to perform certain functions or focus on specific issues. If a committee is considering an action that is outside the scope of an approved budget, action plan or work program, the committee must get Council consensus on amending the budget, action plan or work program prior to proceeding. If a committee has any questions about whether an issue is outside the approved budget, action plan or work program, Council consensus will be sought. All requests for proposals will require Council consensus.

As funding allows and as approved by the Council, Council staff can include a coordinator, project manager and other positions. Partner agencies, organizations and interests may provide staff assistance when requested by the Council staff or the Council. The Council can also decide to provide funds to sub-watershed groups and programs that fit the Council's goals and mission.

## **Procedures**

### **A. Decision-Making**

A quorum is required to make a decision. A quorum is a majority of the current Partners on the Council. The Council will strive to achieve consensus whenever a Partner recommends an action. A consensus decision is one that will not be blocked by any Partners. When a decision is requested, Partners will display the numbers 1 through 7 to indicate their level of consensus as described below.

#### **The levels of consensus include:**

- 1 = *Wholeheartedly Agree, will take a lead in the follow-up***
- 2 = *Good Idea, can bring resources toward***
- 3 = *Supportive, but not likely to provide resources***
- 4 = *Reservations, but will stand aside***
- 5 = *Serious Concerns, but can live with the decision***
- 6 = *Cannot Participate in Decision, will work to block it***
- 7 = *Abstain\****

\*Abstention: Partners may choose to abstain from indicating their level of consensus by indicating Level 7. Partners are highly encouraged to express their position as to level of

agreement or opposition on any issue. Partners should abstain in circumstances when there is a direct personal or financial interest. When appropriate, Agency Partners may abstain when the Council is considering a recommendation to their agency. Partner abstentions do not affect the ability of the Council to reach consensus.

If a consensus is not achieved, and if time allows, the Council will appoint an ad hoc committee composed of Partners on all sides of the issue to try to achieve consensus. The committee will report back to the Council at the next meeting. If the issue is time-sensitive, the Council will make a decision using the consensus minus one process. For actions on external matters in which consensus is not attained, the Council may decide to submit a recommendation or comment by reporting the consensus level achieved.

The following criteria may be used to determine if a Council consensus decision is appropriate:

- The issue affects the McKenzie Watershed;
- The Council has the potential to influence how the issue is handled;
- The issue could not more appropriately be addressed by another forum;
- Resources can be identified to assist the Council in addressing the issue; and
- The Council's decision would be timely.

Rapid Response for Advisory Actions: In most cases, decisions will be made at regularly scheduled Council meetings. In some cases, there may be a need to provide a Council comment to other entities on relevant issues under a short time frame without a Council meeting. The staff will advise the Executive Committee of a potential advisory action which has a deadline prior to the next Council meeting. The Executive Committee will determine if the Council should provide a comment, and if so, will direct the staff to poll the Partners by e-mail or telephone with a request to respond by a date certain. If there is a consensus of the responding Partners, the staff will send a comment on behalf of the Council.

## B. Participation

- The Council will hold regular meetings and follow the provisions of the Open Meetings Law. Meeting frequency is monthly, with the exception of July and August. In cases of inclement weather meetings may be canceled or postponed. At least ten minutes will be set aside at the beginning of each meeting for public comment.
- Partners will notify the Council coordinator or Council chair if both the Partner and his/her alternate will be unable to attend a Council meeting.
- If the Partner and his/her alternate are unable to attend a meeting, the Partner may provide written comments or ask another Partner or the Council coordinator to represent his/her position on a particular issue.

- Partners will notify the Council if he/she must vacate his/her position.

#### C. Behavior

- Partners will treat each other with respect, will not monopolize meeting time, and will listen to and try to understand one another's views. Partners are discouraged from placing blame for past practices.
- Partners will search for opportunities to develop group solutions and to resolve conflicts.
- Partners will strive to adhere to the Charter and will be responsible for its enforcement.

#### D. Amendments

A Council Partner may propose amendments to the Charter. Proposed amendments will be placed on the agenda as an action item and are subject to the consensus decision-making process. Amendments will become effective at the meeting following the decision.

#### E. Process and Criteria for Adding Partners

Potential Partners can be nominated by Council Partners or identified by staff. Staff will interview the applicants with the following questions:

What are the interests of the applicant regarding the McKenzie River watershed management program?

How might these interests affect and be affected by Council decisions?

How would the addition of the applicant benefit the work of the Council?

Is the applicant willing to follow the Charter?

The Executive Committee will review the responses to the questions, determine whether the interests of the applicant are consistent with the mission and goals of the Council, and make a recommendation to the Council. The Council will accept new Partners by consensus.

#### F. Process for Removing Partners

A Partner or individual representative representing a partner organization may be removed for the causes stated in these bylaws only with the approval of the McKenzie Watershed Council through a consensus vote. A Partner or individual representative representing a partner organization may be recommended for removal for the following causes: repeated failures to attend Council meetings, failing to fulfill the duties required by the McKenzie Watershed Council, or intentional acts or omissions that a prudent person could reasonably have foreseen would seriously damage the reputation or interests of the McKenzie Watershed Council.

A Partner may request termination of the right of membership of another member by submitting a request in writing that includes the reasons for termination to the Coordinator or the Chairperson who shall present it at the next scheduled Executive Committee meeting to be considered for action at the next regularly scheduled Council meeting.

The Partner or individual representative representing a partner organization shall be given written notice by first class or certified mail of the pending action and the reasons for the requested termination at least 15 days before the Executive Committee. An opportunity shall be given the Partner or individual representative representing a partner organization to be heard by the Executive Committee and the Council orally or in writing. A written response from the member must be received not less than five days before the Executive Committee Meeting.

The recommendation of the Executive Committee of the termination shall appear on the Council's meeting agenda.

Membership may be terminated by the McKenzie Watershed Council by a consensus vote. The party initiating the process and the individual whose membership is under consideration for termination shall recuse themselves from voting. The decision of the Council shall be final and shall not be reviewable by any court.