

# OSWEGO LAKE WATERSHED COUNCIL

## MEETING MINUTES

Friday, January 12, 2017

The *vision* of the Oswego Lake Watershed Council is a healthy properly functioning watershed. This vision is of streams, wetlands, riparian forests, upland forests/trees, Oswego Lake, and other natural resources working together as a sustainable ecological system that supports good water quality, productive habitat for native plant and animal communities, and enhanced quality of life.

The *mission* of the Oswego Lake Watershed Council is to foster stewardship, education, participation, and financial support for the purpose of the conservation, restoration, enhancement, and maintenance of watershed functions that achieve and sustain a healthy watershed.

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**1. Welcome and Introductions:** Jim and Barbara Fisher, Mike Buck, Mary Ratcliff, Chair Stephanie Wagner, Tom Bland, Larry Zucker, Mark Rosenkranz, Dwight Sangrey, Tom Bland, and Rob Amsberry. Our Project Manager, Patrick Blanchard was in attendance as was Zsolt Leholzky, Landscape Manager from Mountain Park HOA.

### **2. Operations**

#### **• Minutes**

**Resolved: Minutes for December 1, 2017 were unanimously accepted as presented.**

**• Finance Report:** Tom Bland passed out the 2017 balance sheet and profit and loss statements for the Council. He mentioned that these were still a draft, and that Stephanie needed to look at some of the allocations of staff time to make sure they were still valid. However, Tom sees the need to analyze our operational projects and better estimate scope of work and costs so we do not incur losses when we take on a project—thereby enabling us to more effectively tell funders how much it will cost to do a given project. Tom went on to explain our use of unrestricted funds from grants like the CSWCD and donations as well as how the HEF funds figure in to the budget picture. Agreements from other funding sources like OWEB are prescriptive and need to cover the actual costs of any particular project. Tom gave our cash balance at \$4,700. The reason that this balance is not higher is that we have not yet received the approved HEF funds from the City of Lake Oswego. OLWC also has accounts payable at \$3825.76. In good news, Patrick handed a \$7500 check to Tom, which came to our mailbox just this morning from CSWCD. Rob said that he met with Parks and Recreation who manages and writes the HEF checks. Apparently, the City is working on internal arrangements for more efficient handling of this. And they also need to deal with Tryon Creek's project management contracts in addition to ours. That being said, Rob anticipates our receiving the contract soon to sign and Ivan Anderholm, Director of Parks and Recreation, allocating the funds in an increment of 50%. Council talked about our project contracts in their overlapping dimensions, need for maintenance reports, and care for not getting overextended. Patrick will work on maintenance needs and reports.

In June, we had \$8000 budgeted for maintenance but we have used some of that for support on projects. Tom elaborated on our focus to operationally build budgets so that we ask for the right amount from funders. Council members talked about the knowledge and care for grant monies and especially for the unrestricted funds. Patrick continues to be careful on allocating his time and partitioning out HEF project work and maintenance scopes. Stephanie reiterated the goal for “clean books” and said we are almost there. She said she and Tom will have a budget ready for next meeting that shows where we are going—meaning that allocations will be site based.

### **3. Reports**

- **Staff Report:** Regarding the OWEB funding for culvert replacement at Mountain Park, Patrick reported that it had been approved for \$15,000. OLWC had requested \$8500 from CSWCD and received \$7500. Tom said that he received an individual donation from Mary and also received a puzzling \$800 reimbursement check from the US Treasury. Patrick versed Council on the Park Academy project site and the partnering contribution from school personnel. In an honest appraisal, Patrick said that he had some trouble balancing winter projects with his twenty hours of afforded time. He had nothing new to report on the Tryon fundraising run.
- **Education:** Stephanie provided updates on the LOSN partnering, LO School District curriculum for school gardens, and the hopes for native plant propagation at LO Senior High. She said she has a good relationship with Nancy Longman at the high school who has horticultural experience. They are sharing resource possibilities like Metro nursery and seed collection but awaiting staffing assessments for actual program enhancement. The greenhouse at Park Academy presents another potential use.
- **State of the Watershed Event:** Patrick has emailed URL registration invitations as well as lining up sponsors and donations. Presentations are planned and Patrick, Tom and Stephanie will meet Tuesday, January 30<sup>th</sup> for an orientation and format preparation.

### **4. Old Business**

- **LOSN 5,000 Tree Project Update:** On their annual retreat, City Council members approved a Climate Action Plan which included the planting of 5000 trees. When SAB went last year, it was a 4-3 vote; this year, the vote was unanimous on Council. Members were anxious to see what the whole plan was and Stephanie versed the Council on our already committed role to take on the tree planting part. This will require good coordination with community partners like the School District, Chamber of Commerce, Rotary, etc. It seems that CSWCD is willing to help with this program for carbon reduction through the planting of trees. Next steps involve communication with Ivan and consideration that we will be in all three watersheds that comprise the City’s geography.

In an aside, Tom asked Rob about the proposed CIP Wembley Park rebuild that would impact Springbrook Park due to stormwater drainage designs. Rob believed the OLWC a good starting place to address outfalls and mitigation, erosion control, and potential in stream work. This conversation, which could be multiplied for other venues, verged into consideration of our strategic plan and how to accomplish

such goals unless we have a project manager full time.

- **Safety Procedures:** With agenda time expired, members noted obvious safety behaviors like not working alone, scoping the site for dangers like bees and steep slopes or incised stream banks, awareness of snags, etc.

Note: the following agenda items were not discussed due to time constraints.

- **Strategic Plan Development:**

**5. New Business**

- **Budget Development**

**6. Public Comments and Announcements:** Fundraising for Yates property procurement was now at \$17,500. And Sarah Ellison will be giving a brief presentation at the State of the Watershed Event.

**7. Meeting Adjourns 9:48am.**

**Next Meeting: February 9, 2018; 8:00am.**