



**UMPQUA SOIL AND WATER CONSERVATION DISTRICT
MONTHLY BUSINESS MEETING MINUTES**

January 8, 2026

Directors Present:

Chair Nathan Baumgartner
Director Kate Baumgartner
Director Tom Black

Staff Present:

District Manager/Conservation Planner Rhonda Black

Agencies Present:

Oregon Department of Agriculture Water Quality SWCD Program Lead
Karin Stutzmann

Others Present:

Fiscal Provider Tanya Graham

MEETING CALLED TO ORDER:

The Chair N. Baumgartner called the meeting to order at 5:03 p.m.

FISCAL PROVIDER REPORT:

Fiscal Provider Graham explained the financial reports for the month ending December 31, 2025.

Page 1 - The Balance Sheet. It shows total current assets of \$35,301.46 and total liabilities & Equity of \$35,301.46.

Page 2 - Check Register - General Checking - started the month with \$40,539.22 and ended the month with \$34,576.95. Savings with \$68.47.

Registers - Accounts Receivable, Accounts Payable.

Accounts receivable total funds submitted for payment were \$0.00 and accounts payable were \$0.00.

The Statement of Activity and Cash Flow Report – The top part of the report shows income and expenses which reflects the cash flow of funds coming in and going out of the district’s bank account. That is going to give the district a net ordinary income for each grant. In the next section will be the Admin Income and Admin Expense. That is the cash that’s not moving around physically, but transferring between the grants. It’s not moving out, it’s just moving between the grants, and that’s where “other income” happens, and when you put those together, you get your “net income”.

There are two categories:

1. General Category – Function of the district, what it does, for its primary purpose.
2. Project Program Category – Programs and projects the district is doing/working on that isn’t the district’s general function, but are added to the district. They aren’t capacity building.

Every column represents a funding source and/or grant.

Page 3 – Statement of Activity and Cash Flow Report – General Category:

So far this year the district has had \$50,701.21 of General income. So far this year the District has had \$37,028.69 of General expenses. The General net income for this year is \$14,159.61 and the General cash balance for this year is \$38,346.22.

Page 4 – Statement of Activity and Cash Flow Report – Project Program Category:

So far this year the District has had a total income of all Project Programs is \$500.00. With a total of Project expenses of \$4,906.81 leaving a negative net income so far this year of \$4,893.90 and negative cash balance of \$3,700.80. You might be wondering why you would have a negative figure there? That's because a lot of the times you can't request the funds from the granting agency until you have completed the grant work and submitted the final report, so you sit on those negative numbers until everything in the grant is complete and you receive those final grant funds from the granting agency.

Statement of Activity and Cash Flow Report - Total combined Total Income: \$51,201.21 and total combined Expenses: \$41,935.50. Leaving a net income of \$9,265.71 and leaving a combined cash balance of \$34,645.42 (actual cash balance in the bank) which matches your bank balance on page 1. The negative numbers at the bottom of the page represent grants where we need to get reimbursed for those funds. Once the projects are closed, we can get those monies reimbursed to the District.

Page 5 - Monthly Comparison – As of December 31st – Income: \$500.00 and total expenses: \$6,459.89. Net income of negative \$5,959.89 and a cash balance of \$34,645.42.

Page 6 through 9 – Reports that are due, PTO balances, and beginning of Individual Grant and/or funding source details.

Director T. Black arrived at 5:17 p.m.

Fiscal Provider Graham exited the meeting at 5:23 p.m.

APPROVAL OF BILLS & TREASURER'S REPORT FOR AUDIT

Chair N. Baumgartner made a motion, 2nd by Director K. Baumgartner to approve the bills and the December 2025 Treasurer's Report. The motion **unanimously passed** (N. Baumgartner, K. Baumgartner, T. Black).

APPROVAL OF MINUTES

Chair N. Baumgartner made a motion, 2nd by Director N. Baumgartner to approve the December 10, 2025 Business Meeting minutes. The motion **unanimously passed** (N. Baumgartner, K. Baumgartner, T. Black).

AGENCY & ORGANIZATION REPORTS

Oregon Department of Agriculture Water Quality SWCD Program Lead Karin Stutzmann

- *The Oregon Watershed Enhancement Board (OWEB) and the Oregon Department of Agriculture (ODA) will be holding listening sessions due to OWEB wanting to look at the current rules that are on capacity grants for watershed councils, and rules for soil and water conservations districts to create one set of rules for both watershed councils and soil and water conservation districts. They want to create a general set of rules and need sideboards. They will need as much input as possible in regard to concerns, both pros and cons.*
 - *Listening sessions are scheduled for February 4, 2026 and there will be up to fourteen listening sessions. Changes won't happen until 2029.*

- *In 1981 the Oregon legislature combined SWCDs with ODA. SWCDs are the voluntary arm of ODA and providing technical assistance to producers and landowners is the goal.*
- *Will be at the CONNECT Conference in April and will have the “Administration and Funding” track along with Total Maximum Daily Loads (TMDLs) for impaired waterbodies.*

STAFF REPORT:

Conservation Technician/District Manager Rhonda Black:

January 8, 2026

- **OWEB:**
 - 2023-2025 District Operations Capacity Grant –
 - *First 6-month reporting for the SOW grant due in January 15th.*
 - **OWEB Small Grants Program:**
 - **OWEB Small Grants Status:**
 - *Otter-Baumgartner Ranch Livestock Exclusion –*
 - *Monitoring report due July 31, 2027.*
 - *Elk Creek Riparian OWEB Small Grant –*
 - *Monitoring report due July 31, 2027.*
 - *Providence Creek Runoff Management –*
 - *Monitoring reporting due April 8, 2027.*
 - *Parent Ranch Livestock Exclusion Phase 1 –*
 - *Heavy use areas at the gates and elk jumps complete. Final payment made to landowner.*
 - *Completion reporting due: April 16, 2026.*
 - *Costa Ranch Runoff Management –*
 - *Grant approved by OWEB on November 22, 2024 with \$15,000 for gutters, downspouts, drainage line, geotextile fabric, and gravel for the heavy use protection area. In contact with both Mr. Costa and the gravel hauler in an effort to prepare for stockpiling 18 ten-yard loads of gravel for the heavy use area at the barn. Once everything is determined, we can request the 60% OWEB advance to cover the cost of the gravel for this project with implementation to start occurring this summer. Landowner will prepare the site by grading for the heavy use area, trenching and installing the downspout drain lines, installing gutters and downspouts on the barn, and installing the piping for the livestock watering system.*
 - *Answered questions and provided information via email, text, and telephone.*
 - *End date: November 1, 2026.*
 - *Completion reporting due: December 31, 2026.*
 - **Workshops/Classes –**
 - *Fruit tree pruning workshop scheduled for Saturday, January 17, 2026 at the Elkton Community Education Center from 11:00 a.m. until 1:00 p.m.*
 - *Oregon Agricultural Trust Farm & Ranch Management Workshop Series - March 5, 2026 at the Elkton Community Education Center Library from 11:00 a.m. until 2:00 p.m. (SWCD hosting)*
 - **OWEB TA Grant:**
 - *Will be resubmitting grant. Possibly breaking it down into smaller, more manageable grants. For instance, one for the Scholfield Creek Head of Tide area (livestock*

exclusion fencing, riparian plantings, farm bridges, heavy use areas, and the tidegate on Scholfield Creek). Then another, possibly at a much later date, for the fish passage bridges on Providence Creek and Decker Point.

- *BLM:*
 - *BLM Secure Rural Schools and Community Self-Determination grant, “Umpqua Noxious Weed Control” for both contractor and myself. Matt Ruwaldt Consulting and Umpqua SWCD worked with BLM after project was approved by the BLM RAC for \$24,000 to provide requested updates to the BLM.*
 - *We have an agreement as of September 26th. Then the government shut down. Our first reporting period ended September 30th and is due December 31st.*
- *PARTNERSHIPS:*
 - *Umpqua 7, Coos 4, Mid-Coast 3 OWEB Small Grant Teams –*
 - *Umpqua 7 –*
 - *Working with Lee Russell with Elk Creek Watershed Coalition.*
 - *Elk Creek Watershed Coalition was recommended for funding for the Team Leader grant of \$20,000 for the biennium. Umpqua SWCD is supposed to be written in on the contracted services line to write brochures and fact sheets for the outreach, but found out that this wasn’t done. Will be contacting Lee to find out how our funding is hidden in the budget for the work we’re supposed to do. We will need an MOU.*
 - *Coos 4 –*
 - *Attended kick-off meeting on November 4th.*
 - *Signed paperwork November 12th.*
 - *Mid-Coast 3 –*
 - *Waiting to hear back from Lincoln SWCD attended meeting yesterday.*
 - *Partnership for the Umpqua Rivers –*
 - *PUR meeting – Next meeting January 23rd.*
 - *Not sure when public tour of Glover site will occur.*
 - *Glover Lands Estuary Enhancement Project – Landowner working on fencing and watering system installation.*
 - *Providence Creek Area Updates:*
 - *Providence Creek Tide Gates –*
 - *In a holding pattern due to previous Port Commission decision to back out of project.*
 - *Had meeting with Porior Engineering on December 6th who felt that we could get the fish passage plan done while we’re in limbo on the project. We will need to find funding to complete this portion of the project.*
 - *Met with Port Manager on December 9th and discussed the fish passage plan. Since the MOU is still in place it was decided to go forward with finding funding to get the plan done so we would have some of the groundwork out of the way as the tide gate replacement project still needs to occur. The Port will provide a letter of support, possibly some in-kind match in the form of employee time toward the passage plan. Will contact engineer to follow-up with planning.*
 - *Leeds Island Park and Restoration Project –*
 - *Matt Ruwaldt and I met with the Reedsport Parks and Beautification Committee on September 22nd to discuss the project. The Committee is still very supportive and would like to move forward with the project. Some of the Committee*

members thought they might be able to make contact with Mark Holiday. Will be following up with Matt upon his return to the Oregon Coast.

- Douglas SWCD – No new news.
- Douglas Weed Management Area – Douglas SWCD working on scheduling a meeting for either the end of January or beginning of February.
- DEQ Umpqua TMDL Implementation – January 13th meeting.
- Elk Creek Watershed Coalition –
 - Meeting on January 13th. Hoping there will be an online option.
- Forest Service –
 - Oregon Central Coast Forest Collaborative – Attending the December meeting.
- Hydro Breakfast Meeting – Mid January meeting scheduled in the evening.
- Oregon Agricultural Trust – Assisting OAT with a farm and ranch financial planning management workshop series for agricultural producers on March 5, 2026.
- Oregon Association of Conservation Districts (OACD) – No new news.
- Oregon Conservation Education Association Network (OCEAN) – CONNECT scheduled for March 31st through April 2nd in Seaside at the Seaside Civic and Convention Center.
- Oregon Coastal Zone Management Association – Attended December 16th.
- Oregon Climate and Agriculture Network – Reporting due the end of January.
- Oregon Dunes Restoration Collaborative – The group is planning activities for 2026.
- Oregon Soil and Water Conservation Commission – Umpqua SWCD will host their 2-day meeting in August 2026.
- Smith/Umpqua/Dunes Stewardship Group – No new news.
- Umpqua Oaks Partnership – No new news.
- Umpqua Native Plant Partnership –
 - Planning a meeting with Morgan Fay regarding Glover Project Planting Plan.
- USDA/NRCS – Assisting NRCS District Conservationist Stokes with the local workgroup meeting planned for January 2026 in Reedsport.

• **TRAININGS:**

• **TECHNICAL ASSISTANCE:**

- Provided assistance via phone and text.
- Reedsport – April 1, 2026.

Ongoing TA:

- Elk Creek Riparian Restoration Projects:
 - 5 properties involved with this project, one of which is already being worked on through a small grant. Hoping to work with the City of Elkton on these projects, which will fit into their DEQ TMDL plan. This is a stretch of Elk Creek within the City limits of Elkton where there is little to no shade on the creek, and the riparian has been invaded by Armenian Blackberry and at least two different kinds of ivy, along with Reed Canary Grass.
- Providence Creek – Landowner called about fill and removal, levy repair, fencing, etc. Will follow up when Consultant is available.
- Possible in-stream work, riparian buffer and grant for project at Wild Azalea Vineyards.
 - Mailed list of neighboring landowners so contacts can be made for neighbors on Hanes Creek to include them in grant work. ODFW on-board with project.
- Ruwaldt Consulting – Provided a list of projects that we'll need to continue to work on and projects to begin working on this winter.
- Don Porior Engineering – Visited with engineer via telephone to discuss Glover bridge and Providence Creek Tidegates on December 6th.

• **ADMINISTRATION:**

- *Financial documents, statements, timesheets, etc. recorded, filed, and loaded into Google Drive for Fiscal Provider.*
- *Meeting information provided to Directors, and ODA WQ Specialist & Program Lead.*
- *Business Meeting notice provided to media, electronic notice list, website.*
- *Long Range Business Plan updates.*
- *Took holiday on Christmas and New Year's Day. Took some time off over the holidays and now trying to catch up.*
- *System for Award Management Updated for 2026.*

DIRECTOR REPORTS:

None.

BUSINESS ITEMS

1. Director Recruitment – Discussion

Discussion commenced regarding possible leads in Zone 2 and Zone 3.

Discussion about possible directors based upon spending one year as an associate director and having a conservation plan with the SWCD in lieu of the ten-acre land ownership requirement.

Discussion commenced regarding the Elkton area for zone 3 recruitment, and North Fork Smith River, Ash Valley, and Scottsburg for zone 2 recruitment with possible leads for both zones.

One of the biggest issues is that people are busy, but Umpqua SWCD meetings generally only last about an hour each month and are held virtually, so that could be helpful for people with busy schedules.

2. Long Range Plan – Discussion

The District Manager provided a review of the 2025-2030 long range draft plan to the directors.

Chair N. Baumgartner made a motion, 2nd by Director K. Baumgartner to approve the Umpqua Soil and Water Conservation District 2025-2030 Long Range Business Plan. The motion **unanimously passed** (N. Baumgartner, K. Baumgartner, T. Black).

FUNDING COMMITTEE

Reports and follow up to items.

No new news.

The meeting was adjourned by Chair N. Baumgartner at 6:07 p.m.

NEXT MEETING DATE

The next business meeting for the Umpqua Soil and Water Conservation District is scheduled for February 12, 2026 at 5:00 p.m. by Go-To-Meeting teleconference and/or by computer, tablet or smartphone.

Respectfully submitted,

Rhonda Black
District Manager/Conservation Planner
Recorder