



Umpqua Soil and Water Conservation District Meeting

March 12, 2026, 5:00 – 6:30 PM

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/UmpquaSWCD/umpquasoilandwaterconservationdistrictmeeting-8>

You can also dial in using your phone, Access Code: 159-156-525, United States (Toll Free): [1 866 899 4679](tel:18668994679)

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CALL TO ORDER

FISCAL PROVIDER REPORT

Tanya Graham – Bookkeeping Updates

APPROVAL OF BILLS & TREASURER'S REPORT FOR AUDIT

February 2026

APPROVAL OF MINUTES

02/12/2026 Business Meeting

STAFF REPORTS

AGENCY & ORGANIZATION REPORTS

DIRECTOR REPORTS

BUSINESS ITEMS

1. OWEB Capacity Grants –Regarding Proposed Changes to OWEB Administrative Rules for Soil & Water Conservation Districts and Watershed Councils: Discussion and/or Review of OWEB Listening Session
2. Part-Time Employee – Follow-Up Discussion to Review Job Description
3. Director Recruitment – Discussion

FUNDING COMMITTEE

Discussion and Reports

ADJOURN

NEXT MEETING DATE

The next business meeting for the Umpqua Soil and Water Conservation District is scheduled for April 9, 2026 at 5:00 p.m. Virtual by GoTo Meeting.

water * livestock * pasture * woodlands * fish * streams * wildlife
Telephone: (541) 662-1341, Email: rhonda@umpquasoilandwater.com

As part of public policy, the Umpqua Soil and Water Conservation District will attempt to provide public accessibility to services, programs and activities. If accommodation is needed at this meeting please contact the Umpqua SWCD office at 662-1341 at least 48 hours prior to the scheduled meeting time.

**Umpqua Soil and Water Conservation District
Balance Sheet**

ASSETS:	<u>February 28, 2026</u>
Current Assets:	
Checking/Savings	
First Community Checking	44,986.57
First Community Savings	68.47
Total Checking/Savings:	45,055.04
Accounts Receivable:	
Accounts Receivable	5,997.60
Total Accounts Receivable:	5,997.60
Other Current Assets:	
Prepaid Workers Comp	648.51
Prepaid Insurance	1,861.68
Total Other Current Assets:	2,510.19
Total Assets:	53,562.83
LIABILITIES & EQUITY:	
Liabilities:	
Current Liabilities:	
Paid Time Off Liability	9,462.26
Total Current Liabilities:	9,462.26
Accounts Payable:	
Accounts Payable	0.00
Total Accounts Payable:	0.00
Equity:	
Retained Earnings	15,753.65
Net Income	28,346.92
Total Equity:	44,100.57
Total Liabilities & Equity:	53,562.83

Net Income

Income	88,135.08
Expenses	- 59,788.16
Net Income	28,346.92

Retained Earnings

Cash at Beginning of Year 7/1/2025	18,308.56
Accounts Receivable Balance 6/30/25	+ 11,969.60
Prepaid Insurance Balance 6/30/25	+ 999.00
Prepaid Workers Comp Balance 6/30/25	+ 1.64
Accrued Wages Balance 6/30/25	- 3,503.95
Paid Time off Liability Balance 6/30/25	- 11,919.95
Accounts Payable Balance 6/30/25	- 101.25
Retained Earnings	15,753.65

**Umpqua Soil and Water Conservation District
Registers - Accounts Receivable, Accounts Payable
February 2026**

Date	Num	Name	Account	Grant Name	Original Amount
First Community Checking				Balance as of 2/1/26	21,954.63
2/6/26		Deposit	Grant Funds	25-27 ODA Dist Operations	7,587.50
2/6/26		Deposit	Grant Funds	25-27 ODA Scope of Work	17,703.00
2/11/26		Deposit	Grant Funds	Roundhouse	1,300.00
2/18/26		Deposit	Grant Funds	USFS Tsallilia	1,913.51
2/18/26		Deposit	Grant Funds	USFS Tsallilia	2,363.73
2/4/26	Auto	QuickBooks Payroll	Processing Fee	25-27 ODA Dist Operations	(1.75)
2/18/26	Auto	QuickBooks Payroll	Processing Fee	25-27 ODA Dist Operations	(1.75)
2/3/26	EFT	Oregon Dept of Revenue	Payroll Taxes - Q1-26	Payroll Fund	(258.70)
2/3/26	EFT	United States Treasury	Payroll Taxes - Q1-26	Payroll Fund	(796.42)
2/17/26	EFT	Oregon Dept of Revenue	Payroll Taxes - Q1-26	Payroll Fund	(190.83)
2/17/26	EFT	United States Treasury	Payroll Taxes - Q1-26	Payroll Fund	(559.82)
2/20/26	Dbt	VRBO	Conference Lodging	25-27 ODA Dist Operations	(497.23)
2/11/26	Dbt	Partnership for Umpqua Rivers	Dues	25-27 ODA Dist Operations	(50.00)
2/3/26	Auto	Adobe	Subscription - Monthly	25-27 ODA Dist Operations	(19.99)
2/3/26	Auto	Intuit	Monthly Processing Fee	25-27 ODA Dist Operations	(7.00)
2/3/26	Auto	LogMein	Telephone - Monthly	25-27 ODA Dist Operations	(5.00)
2/3/26	Auto	A2Z Mini Storage	Storage Rent	25-27 ODA Dist Operations	(165.00)
2/27/26	Auto	AT&T	Telephone	25-27 ODA Dist Operations	(190.12)
2/5/26	DD	Tanya Graham	Contract Services	25-27 ODA Dist Operations	(175.00)
2/19/26	DD	Tanya Graham	Contract Services	25-27 ODA Dist Operations	(75.00)
2/3/26	1722	Streamline	Web Hosting	25-27 ODA Dist Operations	(139.00)
2/3/26	1723	Oregon Saves	Simple IRA	Payroll Fund	(220.26)
2/17/26	1724	Government Ethics Comm	Dues	25-27 ODA Dist Operations	(299.45)
2/17/26	1725	Oregon Saves	Simple IRA	Payroll Fund	(166.46)
2/5/26	DD1257	Rhonda Black	Personnel 1/16/26 - 1/31/26	Payroll Fund	(2,314.31)
2/19/26	DD1258	Rhonda Black	Personnel 2/1/26 - 2/15/26	Payroll Fund	(1,702.71)
				Balance as of 2/28/26	44,986.57
First Community Savings				Balance as of 2/1/26	68.47
					0.00
				Balance as of 2/28/26	68.47
Accounts Receivable:					
1/30/26		OWEB	Grant Funds	07-24-003 Parent Ranch	5,997.60
				Total Funds Submitted for Payment	5,997.60
Accounts Payable					
				Total Accounts Payable	0.00

**Umpqua Soil and Water Conservation District
Statement of Activity and Cash Flow Report
July 1, 2025 through February 28, 2026**

<i>Status</i>	<i>Open</i>	<i>Open</i>	<i>Closed</i>	<i>Closed</i>	<i>Open</i>	<i>Open</i>	General	<i>Monitor</i>	<i>Monitor</i>
<i>Source</i>	General	PTO	ODA	ODA	ODA	ODA	Category	07-22-001	07-22-004
<i>Project</i>	Fund	Reserve	DO 23-25	Website	DO 25-27	SOW 25-27	Subtotal	Prov	Baum
Income									
Grant Funds					22,762.50	53,109.00	75,871.50		
Other Income	188.74						188.74		
Total Income	188.74	0.00	0.00	0.00	22,762.50	53,109.00	76,060.24	0.00	0.00
Expense									
Advertising						85.96	85.96		
Bank Fees, Processing	20.00		8.75			75.25	104.00		
Contract Services:									
Fiscal Provider						2,559.59	2,559.59		
General							0.00		
Dues, Fees and Permits						922.63	922.63		
Insurance:									
General, Workers Comp	61.52		999.00			372.32	1,432.84		
Material and Supplies							0.00		
Office Supplies	1.99					1,550.32	2,332.13		
Postage							392.75		
Payroll:									
PTO Reserve		(7,239.69)				493.75	3,664.69	(3,081.25)	
Watershed Tech		6,612.00	(181.74)	532.36	4,245.88	27,616.53	38,825.03		
Internet Stipend		49.52	14.61	10.39	9.58	91.05	175.15		
Workers Comp		3.97				15.32	21.01	40.30	
Payroll Taxes		574.20				403.38	2,386.50	3,364.08	
Rent:									
Storage Unit						1,290.00	1,290.00		
PO Box							0.00		
Tele/Internet/Web Site			5.00	302.95	2,683.70		2,991.65		
Travel/Training						1,255.27	428.70	1,683.97	
Total Expense	83.51	0.00	845.62	845.70	15,962.95	36,933.36	54,671.14	0.00	0.00
Net Ordinary Income	105.23	0.00	(845.62)	(845.70)	6,799.55	16,175.64	21,389.10	0.00	0.00
Admin Income	487.09						487.09		
Admin Expenses							0.00		
Net Other Income	487.09	0.00	0.00	0.00	0.00	0.00	487.09	0.00	0.00
Net Income	592.32	0.00	(845.62)	(845.70)	6,799.55	16,175.64	21,876.19	0.00	0.00
Accounts Receivable							0.00		5,970.40
Prepaid Insurance			999.00		(1,861.68)		(862.68)		
Prepaid Workers Comp	(646.87)						(646.87)		
Accounts Payable			(101.25)				(101.25)		
Paid Time Off Liabilities		(2,457.69)					(2,457.69)		
Year-End Payroll Accruals			(2,110.70)	(1,393.25)			(3,503.95)		
Cash Balance as of 7/1/25	12,867.59	11,919.95	2,058.57	2,238.95	0.00	0.00	29,085.06	200.00	(5,770.40)
Net Cash Increase for Period	(54.55)	(2,457.69)	(2,058.57)	(2,238.95)	4,937.87	16,175.64	14,303.75	0.00	5,970.40
Cash Balance as of 2/28/26	12,813.04	9,462.26	0.00	0.00	4,937.87	16,175.64	43,388.81	200.00	200.00

Note: These funds are still in review and subject to change.

**Umpqua Soil and Water Conservation District
Statement of Activity and Cash Flow Report
July 1, 2025 through February 28, 2026**

<i>Status</i>	<i>Monitor</i>	<i>Monitor</i>	<i>Open</i>	<i>Closed</i>	<i>Open</i>	<i>Open</i>	<i>Open</i>	<i>Project</i>	
<i>Source</i>	07-24-003	07-24-005	07-24-008	OrCan	PRS	Round	USFS	Category	Combined
<i>Project</i>	Parent R	Elk Ck	Costca	SH	Glover	House	Tsalila 2	Subtotal	TOTAL
Income									
Grant Funds	5,997.60			500.00		1,300.00	4,277.24	12,074.84	87,946.34
Other Income								0.00	188.74
Total Income	5,997.60	0.00	0.00	500.00	0.00	1,300.00	4,277.24	12,074.84	88,135.08
Expense									
Advertising								0.00	85.96
Bank Fees, Processing								0.00	104.00
Contract Services:									
Fiscal Provider								0.00	2,559.59
General	1,103.13							1,103.13	1,103.13
Dues, Fees and Permits								0.00	922.63
Insurance:									
General, Workers Comp								0.00	1,432.84
Material and Supplies	440.00						40.99	480.99	480.99
Office Supplies								0.00	3,884.44
Postage								0.00	392.75
Payroll:									
PTO Reserve	102.86		6.45	27.21	21.60	19.10	146.34	323.56	(2,757.69)
Watershed Tech	919.47		58.00	232.00	174.00	174.00	1,305.00	2,862.47	41,687.50
Internet Stipend	8.84			0.63	1.88	1.38	12.12	24.85	200.00
Workers Comp	0.61		0.03	0.13	0.26	0.10	1.79	2.92	43.22
Payroll Taxes	82.03		5.21	18.73	14.05	15.63	109.95	245.60	3,609.68
Rent:									
Storage Unit								0.00	1,290.00
PO Box								0.00	0.00
Tele/Internet/Web Site								0.00	2,991.65
Travel/Training					14.00		59.50	73.50	1,757.47
Total Expense	2,656.94	0.00	69.69	278.70	225.79	210.21	1,675.69	5,117.02	59,788.16
Net Ordinary Income	3,340.66	0.00	(69.69)	221.30	(225.79)	1,089.79	2,601.55	6,957.82	28,346.92
Admin Income								0.00	487.09
Admin Expenses	(265.79)			(221.30)				(487.09)	(487.09)
Net Other Income	(265.79)	0.00	0.00	(221.30)	0.00	0.00	0.00	(487.09)	0.00
Net Income	3,074.87	0.00	(69.69)	0.00	(225.79)	1,089.79	2,601.55	6,470.73	28,346.92
Accounts Receivable	(5,997.60)	5,999.20						5,972.00	5,972.00
Prepaid Insurance								0.00	(862.68)
Prepaid Workers Comp								0.00	(646.87)
Accounts Payable								0.00	(101.25)
Paid Time Off Liabilities								0.00	(2,457.69)
Year-End Payroll Accruals								0.00	(3,503.95)
Cash Balance as of 7/1/25	(2,874.87)	(5,799.20)	(221.72)	0.00	3,927.51	0.00	(237.82)	(10,776.50)	18,308.56
Net Cash Increase for Period	(2,922.73)	5,999.20	(69.69)	0.00	(225.79)	1,089.79	2,601.55	12,442.73	26,746.48
Cash Balance as of 2/28/26	(5,797.60)	200.00	(291.41)	0.00	3,701.72	1,089.79	2,363.73	1,666.23	45,055.04

Submitted In Process

Note: These funds are still in review and subject to change.

Umpqua Soil and Water Conservation District
Monthly Comparison
2025 - 2026

	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026	TOTAL
Income													
Grant Funds	0.00	25,290.50	0.00	25,290.50	0.00	500.00	33,201.61	3,663.73	0.00	0.00	0.00	0.00	87,946.34
Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	120.21	0.00	0.00	68.53	0.00	0.00	0.00	0.00	0.00	188.74
Total Income	0.00	25,290.50	0.00	25,410.71	0.00	500.00	33,270.14	3,663.73	0.00	0.00	0.00	0.00	88,135.08
Expense													
Bank Fees, Processing Fee	10.50	10.50	10.50	10.50	10.50	10.50	30.50	10.50	0.00	0.00	0.00	0.00	104.00
Contract Services:													
Fiscal Provider	400.00	600.00	162.50	300.00	225.00	184.59	437.50	250.00	0.00	0.00	0.00	0.00	2,559.59
General	0.00	0.00	0.00	0.00	1,103.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,103.13
Dues, Fees and Permits	250.00	80.00	0.00	0.00	0.00	140.00	103.18	349.45	0.00	0.00	0.00	0.00	922.63
Insurance	166.50	166.50	166.50	166.50	166.50	166.50	247.68	186.16	0.00	0.00	0.00	0.00	1,432.84
Material and Supplies	0.00	40.99	0.00	0.00	440.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	480.99
Office Expenses:													
Advertising	0.00	0.00	0.00	85.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.96
Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.99	0.00	0.00	0.00	0.00	19.99
Postage	0.00	0.00	0.00	392.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	392.75
Supplies	19.99	916.12	19.99	1,131.99	39.98	19.99	1,716.39	0.00	0.00	0.00	0.00	0.00	3,864.45
Payroll:													
PTO Reserve	300.00	(1,057.62)	(676.91)	(654.32)	323.11	(172.11)	(1,173.86)	354.02	0.00	0.00	0.00	0.00	(2,757.69)
Watershed Tech	2,813.00	6,380.00	5,147.50	5,191.00	5,191.00	5,118.50	6,322.00	5,524.50	0.00	0.00	0.00	0.00	41,687.50
Internet Stipend	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	0.00	0.00	0.00	0.00	200.00
Workers Comp	5.08	3.90	3.26	4.23	15.99	3.23	3.71	3.82	0.00	0.00	0.00	0.00	43.22
Payroll Taxes	252.69	571.89	462.05	426.46	419.57	413.51	567.36	496.15	0.00	0.00	0.00	0.00	3,609.68
Rent:													
Storage Unit	160.00	160.00	160.00	160.00	160.00	180.00	145.00	165.00	0.00	0.00	0.00	0.00	1,290.00
PO Box	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Telephone, Internet, Web Site	693.15	321.20	326.20	326.28	328.30	328.18	334.22	334.12	0.00	0.00	0.00	0.00	2,991.65
Travel/Training	25.90	81.90	19.60	83.30	129.50	42.00	714.18	661.09	0.00	0.00	0.00	0.00	1,757.47
Total Expense	5,121.81	8,300.38	5,826.19	7,649.65	8,577.58	6,459.89	9,472.86	8,379.80	0.00	0.00	0.00	0.00	59,788.16
Net Ordinary Income	(5,121.81)	16,990.12	(5,826.19)	17,761.06	(8,577.58)	(5,959.89)	23,797.28	(4,716.07)	0.00	0.00	0.00	0.00	28,346.92
Admin Income	0.00	0.00	0.00	0.00	265.79	221.30	0.00	0.00	0.00	0.00	0.00	0.00	487.09
Admin Expenses	0.00	0.00	0.00	0.00	(265.79)	(221.30)	0.00	0.00	0.00	0.00	0.00	0.00	(487.09)
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Income	(5,121.81)	16,990.12	(5,826.19)	17,761.06	(8,577.58)	(5,959.89)	23,797.28	(4,716.07)	0.00	0.00	0.00	0.00	28,346.92
Accounts Receivable	5,970.40	(19,291.30)	25,290.50	0.00	0.00	0.00	(33,201.61)	27,204.01	0.00	0.00	0.00	0.00	5,972.00
Prepaid Insurane	166.50	166.50	166.50	166.50	166.50	166.50	(2,047.84)	186.16	0.00	0.00	0.00	0.00	(862.68)
Prepaid Workers Comp	(672.63)	3.90	3.26	4.23	3.61	3.23	3.71	3.82	0.00	0.00	0.00	0.00	(646.87)
Accounts Payable	(101.25)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(101.25)
Paid Time Off Liabilities	600.00	(1,057.62)	(676.91)	(654.32)	323.11	(172.11)	(1,173.86)	354.02	0.00	0.00	0.00	0.00	(2,457.69)
Year-End Payroll Accruals	(3,503.95)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(3,503.95)
Cash Balance as of 7/1/25	18,308.56	15,645.82	12,457.42	31,414.58	48,692.05	40,607.69	34,645.42	22,023.10	45,055.04	45,055.04	45,055.04	45,055.04	18,308.56
Net Cash Increase for Period	(2,662.74)	(3,188.40)	18,957.16	17,277.47	(8,084.36)	(5,962.27)	(12,622.32)	23,031.94	0.00	0.00	0.00	0.00	26,746.48
Cash Balance as of 2/28/26	15,645.82	12,457.42	31,414.58	48,692.05	40,607.69	34,645.42	22,023.10	45,055.04	45,055.04	45,055.04	45,055.04	45,055.04	45,055.04

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of February 28, 2026**

Report Due Dates Coming up

Grant	Funds to Prepare Reports	Due Dates	
07-22-001 Providence	200.00	4/8/27	Monitoring
07-22-004 Otter/Baumgartner	200.00	7/31/27	Monitoring
07-24-003 Parent Ranch	200.00	4/16/26	Final
07-24-005 Elk Creek	200.00	7/31/27	Monitoring
07-24-008 Costa Ranch	200.00	12/31/26	Final
USFS Tsalila 2	0.00	4/30/26	Status

Paid Time Off Hour Balance

Vacation Time	Staff		
Hours as of 7/1/25	320.25		
Accrued this Fiscal Year	80.00		
Paid Out this Fiscal Year	151.75		
Hours as of 2/28/26	248.50 Hours	\$9,312.36	
<i>(Note 1 - Vacation time is paid out upon separation)</i>			
Personal Time	Staff		
Hours as of 7/1/25	16.25		
Accrued this Fiscal Year	64.00		
Paid Out this Fiscal Year	76.25		
Hours as of 2/28/26	4.00 Hours	\$149.90	
<i>(Note 2 - Personal Time is not paid out upon separation)</i>			
		\$9,462.26	Paid Time Off Liability

USFS Tsalila 2

	2025/2026	2024/2025	2023/2024	2022/2023	Total	Budget	Remaining
INCOME							
Grant Funds	4,277.24	3,422.70	1,814.70	1,506.96	11,021.60	15,000.00	3,978.40
Total Income	4,277.24	3,422.70	1,814.70	1,506.96	11,021.60	15,000.00	3,978.40
EXPENSES							
Salary	1,575.20	2,137.06	1,603.66	1,399.00	6,714.92	9,120.00	2,405.08
Travel	59.50	85.09	103.49	69.44	317.52	540.00	222.48
Contract Services	0.00	691.00	0.00	0.00	691.00	2,100.00	1,409.00
Material and Supplies	40.99	653.74	0.00	239.70	934.43	3,240.00	2,305.57
Total Expenses	1,675.69	3,566.89	1,707.15	1,708.14	8,657.87	15,000.00	6,342.13
Net Income	2,601.55						
Cash Flow - Receivables	0.00						
Cash Flow - Payables	0.00						
Cash Balance 7/1/25	(237.82)						
Net Cash	2,601.55						Expires 8/19/2027
Cash Balance 2/28/26	2,363.73						

Glover Estuary Enhancement - Partnership for Umpqua Rivers

	2025/2026	2024/2025	2023/2024	Total	Budget	Remaining
INCOME						
Contract Income	0.00	0.00	8,469.00	8,469.00	8,469.00	0.00
Total Income	0.00	0.00	8,469.00	8,469.00	8,469.00	0.00
EXPENSES						
Salary, Taxes, WC, Int Stipend	225.79	1,906.10	2,285.96	4,417.85	7,669.00	3,251.15
Indirect Costs	0.00	349.43	0.00	349.43	800.00	450.57
Total Expenses	225.79	2,255.53	2,285.96	4,767.28	8,469.00	3,701.72
Net Income	(225.79)					
Cash Flow - Receivables	0.00					
Cash Flow - Payables	0.00					
Cash Balance 7/1/25	3,927.51					
Net Cash	(225.79)					Expires Open end
Cash Balance 2/28/26	3,701.72					

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of February 28, 2026**

2025-2027 ODA District Operations

	2025/2026	Total	Budget	Remaining
INCOME				
Grant Funds	22,762.50	22,762.50	60,700.00	37,937.50
Total Income	22,762.50	22,762.50	60,700.00	37,937.50
EXPENSES				
Reserved for 2026/2027	0.00	0.00	30,350.00	30,350.00
Advertising	85.96	85.96	250.00	164.04
Bank and QBs Processing Fees	75.25	75.25	100.00	24.75
Contract Services	2,559.59	2,559.59	12,351.00	9,791.41
Dues, Fees and Permits	922.63	922.63	1,025.00	102.37
Insurance	372.32	372.32	2,233.00	1,860.68
Office Supplies	1,550.32	1,550.32	5,350.00	3,799.68
Postage	0.00	0.00	1,250.00	1,250.00
Salary, Taxes, WC, Int Stipend	5,167.91	5,167.91	2,281.00	(2,886.91)
Rent (Storage and PO Box)	1,290.00	1,290.00	1,910.00	620.00
Telephone, Internet, Web Site	2,683.70	2,683.70	3,600.00	916.30
Travel/Training	1,255.27	1,255.27	0.00	(1,255.27)
Total Expenses	15,962.95	15,962.95	60,700.00	44,737.05
Net Income	6,799.55			
Cash Flow - Receivables	0.00			
Cash Flow - Prepaid Insurance	(1,861.68)			
Cash Balance 7/1/25	0.00			
Net Cash	4,937.87			
Cash Balance 2/28/26	4,937.87			

Expires 7/31/2027

2025 - 2027 ODA Scope of Work Funds

	2025/2026	Total	Budget	Remaining
INCOME				
Grant Funds	53,109.00	53,109.00	141,624.00	88,515.00
Total Income	53,109.00	53,109.00	141,624.00	88,515.00
EXPENSES				
Reserved for 2026/2027	0.00	0.00	70,812.00	70,812.00
Contract Services	0.00	0.00	0.00	0.00
Office Supplies	2,724.88	2,724.88	0.00	(2,724.88)
Conferences, Trainings	0.00	0.00	600.00	600.00
Mileage	428.70	428.70	1,200.00	771.30
Salary, Taxes, WC, Int Stipend	33,779.78	33,779.78	69,012.00	35,232.22
Total Expenses	36,933.36	36,933.36	141,624.00	104,690.64
Net Income	16,175.64			
Cash Flow - Receivables	0.00			
Cash Flow - Payables	0.00			
Cash Balance 7/1/25	0.00			
Net Cash	16,175.64			
Cash Balance 2/28/26	16,175.64			

Expires 7/31/2027

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of February 28, 2026**

07-24-003 Parent Ranch

	2025/2026	2024/2025	2023/2024	Total	Budget	Remaining
INCOME						
OWEB Funds	5,997.60	0.00	8,996.40	14,994.00	14,994.00	0.00
Total Income	5,997.60	0.00	8,996.40	14,994.00	14,994.00	0.00
EXPENSES						
Salary, Taxes, WC, Int Stipend	1,113.81	1,047.44	64.11	2,225.36	1,216.00	(1,009.36)
Contract Services	1,103.13	0.00	0.00	1,103.13	1,350.00	246.87
Material and Supplies	440.00	9,680.51	0.00	10,120.51	10,883.00	762.49
Other	0.00	0.00	0.00	0.00	0.00	0.00
Indirect Costs	265.79	1,079.21	0.00	1,345.00	1,345.00	0.00
Post-Grant	0.00	0.00	0.00	0.00	200.00	200.00
Total Expenses	2,922.73	11,807.16	64.11	14,794.00	14,994.00	200.00
Net Income	3,074.87					
Cash Flow - Receivables	(5,997.60)					
Cash Flow - Payables	0.00					
Cash Balance 7/1/25	(2,874.87)					
Net Cash	(2,922.73)					
Cash Balance 2/28/26	(5,797.60)					
					Expires	2/15/2026

07-24-008 Costa Ranch Runoff

	2025/2026	2024/2025	Total	Budget	Remaining	
INCOME						
OWEB Funds	0.00	0.00	0.00	15,000.00	15,000.00	
Total Income	0.00	0.00	0.00	15,000.00	15,000.00	
EXPENSES						
Salary, Taxes, WC, Int Stipend	69.69	34.32	104.01	1,400.00	1,295.99	
Other	0.00	170.36	170.36	165.00	(5.36)	
Material and Supplies	0.00	0.00	0.00	11,889.00	11,889.00	
Travel	0.00	0.00	0.00	0.00	0.00	
Indirect Costs	0.00	17.04	17.04	1,346.00	1,328.96	
Post-Grant	0.00	0.00	0.00	200.00	200.00	
Total Expenses	69.69	221.72	291.41	15,000.00	14,708.59	
Net Income	(69.69)					
Cash Flow - Receivables	0.00					
Cash Flow - Payables	0.00					
Cash Balance 7/1/25	(221.72)					
Net Cash	(69.69)					
Cash Balance 2/28/26	(291.41)					
					Expires	11/1/2026

**Umpqua Soil and Water Conservation District
Individual Grant Report
As of February 28, 2026**

BLM L25AC00210 OR/WA SRS Umpqua SWCD Noxious Weed Control

	<u>2025/2026</u>	<u>Total</u>	<u>Budget</u>	<u>Remaining</u>	
INCOME					
Grant Funds	0.00	0.00	24,000.00	24,000.00	
Total Income	0.00	0.00	24,000.00	24,000.00	
EXPENSES					
Contract Services	0.00	0.00	14,547.00	14,547.00	
Material and Supplies	0.00	0.00	2,908.20	2,908.20	
Travel	0.00	0.00	4,848.00	4,848.00	
Indirect Costs	0.00	0.00	1,696.80	1,696.80	
Total Expenses	0.00	0.00	24,000.00	24,000.00	
Net Income	0.00				
Cash Flow - Receivables	0.00				
Cash Flow - Payables	0.00				
Cash Balance 7/1/25	0.00				
Net Cash	0.00				
Cash Balance 2/28/26	0.00				<i>Expires 9/24/2027</i>

Roundhouse Foundation

	<u>2025/2026</u>	<u>Total</u>	<u>Budget</u>	<u>Remaining</u>	
INCOME					
Grant Funds	1,300.00	1,300.00	1,300.00	0.00	
Total Income	1,300.00	1,300.00	1,300.00	0.00	
EXPENSES					
Salary, Taxes, WC, Int Stipend	210.21	210.21	1,150.00	939.79	
Indirect Costs	0.00	0.00	150.00	150.00	
Total Expenses	210.21	210.21	1,300.00	1,089.79	
Net Income	1,089.79				
Cash Flow - Receivables	0.00				
Cash Flow - Payables	0.00				
Cash Balance 7/1/25	0.00				
Net Cash	1,089.79				
Cash Balance 2/28/26	1,089.79				<i>Expires 6/30/2026</i>



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

February 12, 2026

Directors Present: Chair Nathan Baumgartner
Director Kate Baumgartner
Director Tom Black

Staff Present: District Manager/Conservation Planner Rhonda Black

Agencies Present: USDA Natural Resources Conservation Service District Conservationist
Bradley Stokes

Others Present: Fiscal Provider Tanya Graham

MEETING CALLED TO ORDER:

The Chair N. Baumgartner called the meeting to order at 5:04 p.m.

FISCAL PROVIDER REPORT:

Fiscal Provider Graham explained the financial reports for the month ending January 31, 2026.

Page 1 - The Balance Sheet. It shows total current assets of \$57,924.88 and total liabilities & Equity of \$57,924.88.

Page 2 - Check Register - General Checking - started the month with \$34,576.95 and ended the month with \$21,954.63. Savings with \$68.47.

Registers - Accounts Receivable, Accounts Payable.

Accounts receivable total funds submitted for payment were \$33,201.61 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 \$76,060.24 of General income. So far this year the District has had \$46,501.55 of General expenses. The General net income for this year is \$30,045.78 and the General cash balance for this year is \$25,723.90.

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 \$8,411.11. With a total of Project expenses of \$4,906.81 leaving a net income so far this year of \$3,017.21 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: \$84,471.35 and total combined Expenses: \$51,408.36. Leaving a net income of \$33,062.99 and leaving a combined cash balance of \$22,023.10 (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 January 31st – Income: \$33,270.14 and total expenses: \$9,472.86. Net income of \$23,797.28 and a cash balance of \$22,023.10.

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

Fiscal Provider Graham exited the meeting at 5:13 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 January 2026 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 T. Black to approve the January 8, 2026 Business Meeting minutes. The motion **unanimously passed** (N. Baumgartner, K. Baumgartner, T. Black).

AGENCY & ORGANIZATION REPORTS

USDA Natural Resources Conservation Service District Conservationist Bradley Stokes:

- *NRCS programmatic changes are underway by the NRCS Oregon State Conservationist Greg Becker. Mr. Becker leads Oregon's NRCS leadership team, overseeing conservation efforts, partnership expansion, and the implementation of Farm Bill.*
 - *The new changes could be beneficial to Reedsport.*
 - *Conservation Implementation Strategy (CIS) program is still intact.*
 - *Environmental Quality Incentives Program (EQIP), Local Foods, and Small Farmers & Ranchers programs are still available as well.*
- *Basin and State Level:*
 - *Big programs benefit Reedsport including:*
 - *Regenerative Pilot Program*

- *Five-year program*
- *Full farm assessment*
- *Operational needs and wants including forestry, pasture, and rangeland*
- *Soil tests required for the beginning and end of the period.*
- *SWCD District Manager/Conservation Planner is considered a “Qualified Individual” for this the soils program.*
 - *Bradley Stokes will get Wallace Jennings with NRCS going on the soil testing needs for the Qualified Individual.*
- *Potential to help folks in Reedsport*
- *Current applications:*
 - *158 program applications for this year and we’re processing those.*
 - *74 active contracts in Douglas County.*
- *Local Work Group (LWG) Meeting Planning:*
 - *Diminished staffing causing changes in paperwork which is taking 7-10 days to complete so it could take a longer time to get the paperwork through for the meeting.*
 - *April or May will work for potential meeting dates.*
 - *LWG is when we will be talking with the community about concerns, but this year it won’t be the bulk of the LWG meeting.*
 - *Basin Team Leader Heather Medina and State Conservationist Greg Becker indicated that NRCS might have both a Reedsport and Roseburg meeting.*
 - *Both the Umpqua SWCD District Manager/Conservation Planner and NRCS District Conservationist Bradley Stokes will lead the LWG meeting.*
 - *District Conservationist Stokes will discuss NRCS items and understands that Reedsport can be a tough area to gain traction for NRCS programs.*
 - *District Manager/Conservation Planner Black will discuss SWCD information, agriculture water quality, projects, and grant programs available.*
 - *It will take about 2.5 months to get all of the paperwork through for the specific venue for the LWG meeting.*
- *Regenerative Pilot Program (RPP) is available nationwide:*
 - *A lot is going to the program and it will be a really good thing.*

STAFF REPORT:

Conservation Technician/District Manager Rhonda Black:

February 12, 2026

- **OWEB:**
 - 2023-2025 District Operations Capacity Grant –
 - *First 6-month reporting for the SOW grant submitted January 15th.*
 - *Approved by ODA Regional Water Quality Program Specialist on January 16th.*
 - *Approved by ODA Grants Administrative Officer.*
 - *Approved by OWEB on January 26th.*
 - *Payment received for first six-months on February 6th for \$25,290.50.*
 - *ODA Letter of Compliance sent to Scottsburg landowner by ODA on January 28th.*
 - **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 held on Saturday, January 17, 2026 at the Elkton Community Education Center from 11:00 a.m. until 1:00 p.m. with 50 participants.*
 - *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), registration open at <https://docs.google.com/forms/d/e/1FAIpQLSd1ThO69sHt6ojVrjgjGNoiLqipmaWWhJgWv3dtGPrZKIRCLg/viewform>*
 - *Information sent as a press release to newspapers and radio, to email list, shared onto Facebook groups, on SWCD Facebook page, and on SWCD website.*
- *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.*
 - *Met virtually with ODA to review grant on January 29th.*
 - *Emailed OWEB Regional Specialist to set up meeting to discuss grant on February 4th, but have not heard back, yet.*
- *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.*

- **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. We will need an MOU, but do have an updated budget with each of our responsibilities hand-written in, so this is helpful.

- Coos 4 – No new news.

- Mid-Coast 3 –

- Partnership for the Umpqua Rivers –

- PUR meeting – Attended meeting, virtually, on January 23rd. Next meeting will be held on February 17th.

- 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 a 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.

- Meeting with Port Manager on January 20th to find ways to move forward on project. Found the City Manager had contacted him to encourage movement forward on the project.

- Will be presenting information on tidegates at the March 17th Port meeting.

- Leeds Island Park and Restoration Project –

- No new news. Ruwaldt Consulting is to contact the Reedsport City Manager to set up a meeting to discuss the project.

- A member of the Reedsport Parks and Beautification Committee contacted the landowner and found the landowner is still very interested in working with both the SWCD and City on this project.

- Douglas Weed Management Area – Attended meeting virtually on January 27th.

- DEQ Umpqua TMDL Implementation –

- Attended the virtual January 13th meeting. Next meeting scheduled for April 14th.

- Elk Creek Watershed Coalition –

- Attended virtual meeting on February 10th. Next meeting scheduled for March 10th.

- Forest Service –

- *Oregon Central Coast Forest Collaborative – Next meeting scheduled for February 26th.*
- *Hydro Breakfast Meeting – Next virtual meeting scheduled for March 5th.*
- *Oregon Agricultural Trust –*
 - *Assisting OAT with a farm and ranch financial planning management workshop series for agricultural producers on March 5th. See above heading for “workshops” for more information.*
- *Oregon Association of Conservation Districts (OACD) –*
 - *Attended OACD Workgroup-HR and Personnel Mtg#1 virtually on January 27th.*
- *Oregon Coastal Planning Meeting for Coastal Resilience –*
 - *Attended meeting virtually on February 4th. This was the inaugural meeting to discuss development of resilience action plans for both counties to introduce the planning process and involved parties, understand natural hazard threats, risks, vulnerabilities, and impacts specific to the South Coast, facilitate discussion between organizations, and discuss potential strategies to increase local resilience. This meant a variety of issues from fish and wildlife, to estuaries, to planning for hazards, and food insecurity, along with AgWQ practices to protect coastal areas and to provide for food.*
- *Oregon Conservation Education Association Network (OCEAN) –*
 - *CONNECT scheduled for March 31st through April 2nd in Seaside at the Seaside Civic and Convention Center.*
 - *Registration completed.*
 - *Lodging secured.*
 - *Annual OCEAN dues paid as part of conference registration.*
- *Oregon Coastal Zone Management Association – Attended meeting virtually on February 9th.*
- *Oregon Climate and Agriculture Network –*
 - *Received payment in the amount of \$1,300 for just about anything to do with soil health from a grant obtained by OrCAN for the soil health network regional leads.*
 - *Attended Soil Health Network Quarterly Check-in meeting on January 28th.*
 - *Reporting completed January 30th.*
- *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 – Attended part of virtual annual meeting on February 4th.*
- *Umpqua Native Plant Partnership –*
 - *Planning a meeting with Morgan Fay regarding Glover Project Planting Plan.*
- *USDA/NRCS –*
 - *Met with NRCS on January 22nd at the Port of Umpqua Conference Room to discuss changes within NRCS and program changes.*
 - *Attended virtual Technology Transfer meeting on January 26th. NRCS is transitioning it’s Threatened and Endangered Species process to a new platform/process, and held a demonstration and Q&A session.*
 - *Attended the virtual Conservation Evaluation and Monitoring Activity (CEMA) 204 Adaptive Management for Soil Health on January 28th. The Soil Health Division completed the Conservation Evaluation and Monitoring Activity-CEMA 204 Adaptive Management for Soil Health, CEMA 204 is the evaluation and monitoring of soil health management strategies to inform conservation planning. This webinar provided overall details and guidance for the newly created CEMA 204 Adaptive Management for Soil Health.*

- *Assisting NRCS District Conservationist Stokes with the local workgroup meeting planned for 2026 in Reedsport.*
- **TRAININGS:**
 - *Attended SoilCon 2026 on February 12th which centered on the theme of Soil Health Successes and Failures, exploring which practices improve soil health, and which do not, which soil health indicators are helpful, and which are not. Very interesting.*
- **TECHNICAL ASSISTANCE:**
 - *Site visit – February 11th, visited Scholfield Creek Recreation Site with landowner for 1 fish barrier tidegate and channel work with approximately 4 culvert replacements for fish passage. Landowner requested assistance to replace tidegate with side-opening tidegate, channel restoration, riparian plantings, and culvert replacements for fish passage and to improve overall wildlife habitat. The location is directly across Scholfield Creek from the Leeds Island site. Will need assistance from engineer, consultant, and others. This is straightforward, but a big, very publicly visible project.*
 - *Reedsport – April 1st for soil test.*

Ongoing TA:

- *Otter Creek OWEB Small Grant –*
 - *In-process. AgWQ Farm Conservation Plan completed in December and approved by landowner in January.*
- *Otter Slough OWEB Small Grant –*
 - *In-process. Site visit completed February 4th, waiting for more information from landowner to complete the AgWQ Farm Conservation Plan, then the grant will be written.*
- *Clear Creek OWEB Small Grant –*
 - *In-process. Working with landowner. Site visit completed in November with follow-ups with landowner. AgWQ Farm Conservation Plan needs to be written, then the small grant will follow.*
- *Oar Creek – Will need to follow-up with landowner to determine if interested in small grant and to decide details of small grant. AgWQ Farm Conservation Plan needs to be written.*
- *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. Have not heard back. Will follow-up.*
- *Ruwaldt Consulting – Met with Matt on January 28th to go over list of projects that we'll need to continue to work on and projects to begin working on this winter.*
- *Don Porior Engineering – Need to follow up with new information.*
- **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.*

DIRECTOR REPORTS:

None.

BUSINESS ITEMS

1. Recreational Immunity – Action Item

The District Manager explained “Recreational Immunity” and provided information from the Special District’s Association of Oregon.

Oregon's recreational immunity laws (ORS 105.682) protect public and private landowners, including SDAO members, from liability for injuries sustained on their land during free recreational use. Following a 2023 court decision that weakened these protections, SB 179 was passed in 2025 to permanently restore and strengthen immunity for trails, paths, and, significantly, improved, designed, or maintained, access ways.

Key Aspects of Recreational Immunity in Oregon (SDAO Context)

Purpose: Encourages districts to keep parks, trails, and open spaces open to the public for free.

Scope of Immunity: Covers recreational activities, including walking, running, and biking, even on improved trails or paths designed to access recreational areas.

Legal Changes: After *Fields v. City of Lincoln City* (2023) limited immunity, the 2024 legislature passed temporary fixes, which were made permanent by SB 179 in 2025.

Not Absolute: Immunity generally does not apply if a fee is charged for entry, or in cases of reckless or gross negligence.

SDAO Support: The Special Districts Association of Oregon strongly supported the 2025 legislation to protect local governments from costly lawsuits.

For special districts, this restored immunity is crucial for maintaining public access to trails and recreational facilities without high liability risks.

Senate Bill 179 - Opt-in Immunity for Special Districts:

<https://www.sdao.com/senate-bill-179-opt-in-immunity-for-special-districts>

Oregon’s trail-use immunity statute, ORS 105.668, offers targeted protection against negligence claims arising from the use of trails and similar structures located within public easements or unimproved rights of way by non-motorized users. Beginning January 1, 2026, Senate Bill 179 expands the authority to opt into this immunity to all local governments (including special districts), complementing the statute’s automatic coverage for certain large cities and related parties. This overview explains when the immunity applies, who can benefit, and why districts with any connection to trail use should evaluate opting in as a practical way to reduce liability exposure – without creating any new duty to build, improve, maintain, or allow public access.

Overview from the Special Districts Association of Oregon:

ORS 105.668 provides limited protection from lawsuits for personal injuries or property damage resulting from the use of a trail or other structure located within a public easement or unimproved right of way by users who are on foot, on an equine, or using a bicycle or other non-motorized conveyance. In those circumstances, users are barred from bringing a “private claim or right of action based on negligence.”

ORS 105.668(2) automatically extends this trail-use immunity to:

(a) cities with a population of 500,000 or more;

(b) officers, employees, or agents of such a city to the extent they are entitled to defense and indemnification under ORS 30.285;

(c) owners of lands abutting public easements or unimproved rights of way in cities with a population of 500,000 or more; or

(d) nonprofit corporations and their volunteers who work on the construction or maintenance of trails or the structures in a public easement or unimproved right of way in a city with a population of 500,000 or more.

Previously, only smaller cities and counties could “opt in” to this immunity by adopting an ordinance, resolution, rule, order, or other regulation. Beginning January 1, 2026, Senate Bill 179 extends this opt-in authority to all “local governments,” as defined in ORS 174.116, which includes special districts.

Although the ORS 105.668 immunity only applies in limited circumstances, all special districts should evaluate whether opting in would provide meaningful protection. Districts that manage or maintain trails, paths, stairs, bridges, or related structures located within public easements or unimproved rights of way should strongly consider opting in. For example, a park district that constructs and maintains trails situated within public easements granted by subdivision developers or homeowners associations would not be covered simply because the city has opted in. Similarly, an irrigation district that has granted (or consented to) easements allowing the public to walk or bike along ditch-rider roads located on property the district does not own would not be protected unless it separately opts in.

It is important to note that opting in does not create any new duty to construct, improve, or maintain trails or to allow public access. Rather, it may reduce liability exposure where public use already exists.

When applicable, ORS 105.668(3) offers significant protections, and in some respects is broader than the recreational immunity available under ORS 105.682 because (1) it applies to all users, not just those engaged in “recreational purposes”, and (2) it extends beyond the owner of the land where the injury occurred. In short, for most districts with no public access or exposure, the benefit may be minimal, but districts with any connection to trail use should consider opting in. Below is a sample resolution that your district may use (or adapt into an ordinance, rule, order, or regulation) when opting into the trail-use immunity.

Chair N. Baumgartner made a motion, 2nd by K. Baumgartner to approve Resolution 2026-01 opting to limit liability for certain claims arising from the use of public trails or structures in public easements and unimproved rights-of way pursuant to ORS 105.668. The motion **unanimously passed** (N. Baumgartner, K. Baumgartner, T. Black).

2. Part-Time Employee – Discussion

The District Manager described how it would be helpful for the District to hire a part-time employee.

Hire a part-time employee for up to 16-hours a month to assist District Manager/Conservation Planner with:

- Quarterly newsletter mailing (packaging & mailing)
- Outreach events

- Tsalila relief
- Other items as needed by the District Manager/Conservation Planner

Other items to consider:

- Hourly Pay
- Opportunity to group hours for part-time employee. For instance, zero hours for a month or two, but then group hours together for events and busy times.
- For Tsalila an option would be for the part-time person to work the mornings at the event while the DM/CP and a volunteer collect water bugs, then when the DM/CP and volunteer return from the stream, relieve the part-time person for the rest of the day. Each day would be approximately 4-hours, so approximately 12-hours for Tsalila, unless a volunteer(s) wouldn't be available, then it would be longer hours for the part-time person.
- For the newsletter it could take up to 16-hours to pick -up/package up/prepare the newsletter for mailing, and deliver to the post office.
- Events could be full 8-hour days, but happen intermittently. Benefits could be that having the part-time person attend these could free up the DM/CP's time for other duties, and it could open the opportunity for situations like Father's Day weekend when multiple events happen in different areas of the District so that the District could have a person at two different events at once.

Chair N. Baumgartner made a motion, 2nd by K. Baumgartner to approve the hiring of a part-time employee to assist the District Manager at \$20.00 per hour. The motion **unanimously passed** (N. Baumgartner, K. Baumgartner, T. Black).

3. 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.

FUNDING COMMITTEE

Reports and follow up to items.
No new news.

The meeting was adjourned by Chair N. Baumgartner at 6:02 p.m.

NEXT MEETING DATE

The next business meeting for the Umpqua Soil and Water Conservation District is scheduled for March 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

Umpqua SWCD District Manager's Report

March 12, 2026



- OWEB:
 - 2023-2025 District Operations Capacity Grant –
 - OWEB/ODA Capacity Grant Feedback - Multiple Meeting Dates & Times. Important! Information on SWCD Website.
 - 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 –
 - Oregon Agricultural Trust Farm & Ranch Management Workshop Series – Held March 5, 2026 at the Elkton Community Education Center Library from 11:00 a.m. until 2:00 p.m. (SWCD hosting). We had 12 people sign up and 8 actually attended.
 - 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.
 - Will be meeting with ODA again April 7th.
 - Emailed OWEB Regional Specialist to set up meeting to discuss grant on February 4th, but have not heard back, yet.
- 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.
- 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. We will need an MOU, but do have an updated budget with each of our responsibilities hand-written in, so this is helpful.
 - Planning on being at the Douglas Spring Livestock Conference, but I can’t get a hold of the person in charge of the event. Event is scheduled for 04/08.
 - Coos 4 – No new news.
 - Mid-Coast 3 – Attended Application Review Meeting 02/25.
 - Partnership for the Umpqua Rivers –
 - PUR meeting – No meeting in February. Next meeting 03/17.
 - 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 a 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.
 - Meeting with Port Manager on January 20th to find ways to move forward on project. Found the City Manager had contacted him to encourage movement forward on the project.
 - Attempting to set up a meet with the Reedsport City Manager, Port of Umpqua Manager, and Don Porior Engineering. So far we have the Port and the Engineer being good with the proposed dates. Have not heard back from the City Manager. Sent email on 03/11.
 - Will be presenting information on tidegates at the May 20th Port meeting.
 - Leeds Island Park and Restoration Project –
 - No new news. Ruwaldt Consulting is to contact the Reedsport City Manager to set up a meeting to discuss the project.

- A member of the Reedsport Parks and Beautification Committee contacted the landowner and found the landowner is still very interested in working with both the SWCD and City on this project.
- Douglas Weed Management Area – Next meeting 04/14.
- Elk Creek Watershed Coalition –
 - Attended virtual meeting 03/10. Next meeting scheduled for 04/14.
- Forest Service –
 - Oregon Central Coast Forest Collaborative – Attended meeting 02/26. Next meeting scheduled for 04/23.
- Hydro Breakfast Meeting – Attended virtual meeting 03/05. Next meeting scheduled for 2nd.
- Oregon Agricultural Trust –
 - Assisted OAT with a farm and ranch financial planning management workshop series for agricultural producers on March 5th. See above heading for “workshops” for more information.
- Oregon Association of Conservation Districts (OACD) –
 - Attended OACD Workgroup-HR and Personnel Mtg#2 virtually on 02/24.
 - Next OACD Personnel Subgroup - Mtg #3 scheduled virtually for 03/17.
 - 2026 Legislative Summary - Oregon Conservation Partnership scheduled for 03/23.
- Oregon Conservation Education Association Network (OCEAN) –
 - CONNECT scheduled for March 31st through April 2nd in Seaside at the Seaside Civic and Convention Center.
 - Registration completed.
 - Lodging secured.
 - Annual OCEAN dues paid as part of conference registration.
- Oregon Coastal Zone Management Association – Next meeting 04/13. Annual meeting 06/
- Oregon Climate and Agriculture Network –
 - Soil Health Network -
- Oregon DEQ –
 - Umpqua TMDL Implementation –
 - Next meeting scheduled for 04/14.
 - DEQ Rule Advisory Committee Meeting on Umpqua River Basin Water Quality Management Plan –
 - Attended the meeting on 02/18. Next meeting scheduled for 04/02.
- Oregon Dunes Restoration Collaborative –
 - The group is planning activities for 2026 with their annual meeting being held on Monday, 03/16 at the Florence Library.
- 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.
 - Annual meeting coming up soon.
- USDA/NRCS –
 - Attended Organic Livestock and Grazing Management: Insights from Research on 02/17.
 - Attended P-SHEC and what it means for planners, producers, and the bottom line on 03/02.
 - Attended Testing for Soil Health and Source Testing for Nutrient Management CEMAs 216 and 217 on 03/03.

- Attended Livestock 101: Equines on 03/10. Lots of good AgWQ information provided. Captured screen shots for future presentation use.
- Assisting NRCS District Conservationist Stokes with the local workgroup meeting planned for 2026 in Reedsport.
 - Umpqua Soil & Water Conservation District Local Work Group Meeting on 05/13 from 1:00 p.m. until 2:45 p.m. in Reedsport at the Port of Umpqua. Directors, please be there. Information on SWCD website. Information is posted on SWCD Facebook page, has been sent out to Elk Creek Watershed and others. Will be sending out a press release. Will be including it in the District newsletter.
- TRAININGS:
 - Attended Low-Tech Approaches for Salmon Habitat Restoration on 03/12.
- TECHNICAL ASSISTANCE:
 - Site visit – 03/09 to Ranch Road property with DEQ and City of Reedsport for erosion issue. Met with landowner. Discussed possible options. Offered additional technical assistance.
 - Site visit – February 11th, visited Scholfield Creek Recreation Site with landowner for 1 fish barrier tidegate and channel work with approximately 4 culvert replacements for fish passage. Landowner requested assistance to replace tidegate with side-opening tidegate, channel restoration, riparian plantings, and culvert replacements for fish passage and to improve overall wildlife habitat. The location is directly across Scholfield Creek from the Leeds Island site. Will need assistance from engineer, consultant, and others. This is straightforward, but a big, very publicly visible project.
 - Followed up with Don Porior Engineering on 03/03 and other times. Followed up with landowner multiple times.
 - Reedsport – April 1st for soil test.

Ongoing TA:

- Otter Creek OWEB Small Grant –
 - In-process. AgWQ Farm Conservation Plan completed in December and approved by landowner in January.
- Otter Slough OWEB Small Grant –
 - In-process. Site visit completed February 4th, waiting for more information from landowner to complete the AgWQ Farm Conservation Plan, then the grant will be written.
- Clear Creek OWEB Small Grant –
 - In-process. Working with landowner. Site visit completed in November with follow-ups with landowner. AgWQ Farm Conservation Plan needs to be written, then the small grant will follow.
- Oar Creek – Will need to follow-up with landowner to determine if interested in small grant and to decide details of small grant. AgWQ Farm Conservation Plan needs to be written.
- 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. Have not heard back. Will follow-up.
- Ruwaldt Consulting – Met with Matt on January 28th to go over list of projects that we’ll need to continue to work on and projects to begin working on this winter.
- Items of Interest:
 - OSU Rural Coastal Pond Management Workshop 03/18. Information on SWCD Website.
 - Regenerative Viticulture Field Day in Elkton 04/23. Information on SWCD Website.
 - Agrarian Sharing Network Propagation Fair in Mapleton 04/14. Information on SWCD Website.
- **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.
 - Director Elections will be happening soon! Please get ready to prepare your Candidate Packets.

March 12, 2026

1. OWEB Capacity Grants Proposed Changes

REGULAR BUSINESS

1. OWEB Capacity Grants –Regarding Proposed Changes to OWEB Administrative Rules for Soil & Water Conservation Districts and Watershed Councils: Discussion and/or Review of OWEB Listening Session



The Oregon Watershed Enhancement Board (OWEB) and Oregon Department of Agriculture (ODA) are working together on an engagement and subsequent rulemaking process for Soil and Water Conservation District (SWCD) and Watershed Council capacity grants. The engagement will take place from February to May of 2026, and rulemaking will most likely start in the fall of 2026. The updated rules would apply beginning with the 2029-2031 capacity grant applications.

OWEB and ODA need your feedback to help inform rulemaking and the direction of capacity grants moving forward.

There are two ways to provide your input:

Complete the anonymous [Capacity Grants Survey](#)

Participate in one or more listening sessions (time listed in PST):

~~February 24, 1:00-3:00 pm – Virtual~~ Occurred already

- **March 19, 10:00 am-12:00 pm – Newport, in-person**
- **March 26, 1:00-3:00 pm – Roseburg, in-person**
- April 14, 1:00-3:00 pm – Salem, in-person
- **April 21, 1:00-3:00 pm – Virtual**
- May 4, 1:00-3:00 pm – Redmond, in-person
- May 5, 1:00-3:00 pm – Burns, in-person
- May 6, 1:00-3:00 pm – Baker City, in-person
- May 7, 10:00 am-12:00 pm – Pendleton, in-person
- **May 18, 1:00-3:00 pm - Virtual**

Please [register](#) by 5:00 pm the day before the listening session(s) you would like to attend. After registering, you will receive an email containing additional listening session information.

March 12, 2026

1. OWEB Capacity Grants Proposed Changes

OWEB and ODA have developed a [Frequently Asked Questions](#) document which will be useful to review ahead of attending a listening session.

If you have questions or want to share feedback directly with OWEB staff, please contact Deputy Director Stephanie Page at Stephanie.Page@oweb.oregon.gov



From Andrea with the Oregon Association of Conservation Districts:

By now, many of you may have seen the **listening sessions** scheduled by OWEB regarding the **Capacity Grants**. It is very important for all Districts - staff and directors to engage in these sessions and the upcoming changes to these important grants.

In addition to the listening sessions and surveys, OACD needs SWCD to complete the spreadsheet to provide financial information to Andrea so she can present all the SWCDs information to OWEB and make the case for us as this is what OACD does for Oregon Conservation Districts.

02/11 through 02/24/2026 -

“Attached is a simple spreadsheet to use in preparing for the OWEB listening sessions on the capacity grants. The purpose is to show what the costs are for districts to ‘have their doors open’ in order to be able to do project planning.”

“Yes, please share broadly (the video). This is extremely important, especially for small districts like yours.

The spreadsheet is both for my use and yours – information you can directly share with OWEB. My driver for this is that they think these things can be covered in a 15% indirect – which, obviously, they can’t. But I want the concrete numbers to show that. So then, some of the costs need to be allowed as direct costs.

Both the WCs and us are trying to make the point that these basic costs are necessary in order for Districts and Councils to have their doors open, be functional, and thus able to plan and execute on-the-ground projects.”

“Following up on a few folks who have asked, we need to do 2 things with this – this is info for you to use for commenting on what should either be including as an allowable expense under the grant or showing why a higher indirect rate is needed to cover capacity.

Second, please share it with me to help me make the case overall in my discussions with OWEB.”

March 12, 2026

1. OWEB Capacity Grants Proposed Changes

Video at the Network for Oregon Watershed Councils and Oregon Association of Conservation Districts Webinar:

https://us02web.zoom.us/rec/share/OAkfSmhFh081n3tNTVvfSjJ0hc5QQP_MW8quz8mK1b2syPVTFKNsXCBv4dPySzQZ.CqN4FW2TWCXpr60w



Capacity Grants Survey Questions:

Capacity Grants Survey 2026

OWEB is partnering with ODA to gather feedback on capacity grants before starting rulemaking in the fall of this year. We will be hosting listening sessions, giving a presentation at Connect, talking to partners one-on-one, and gathering feedback through a survey.

We'd appreciate receiving your thoughts through the following anonymous survey. The survey asks a mix of multiple-choice and open-ended questions. Survey answers will help us finalize questions for the listening sessions and will also be combined with listening session feedback to help us develop draft rules during the rulemaking process.

Some of the questions ask about specific ideas that have come up related to capacity grants - for example, a competitive vs. non-competitive grantmaking process. We don't have our minds made up about these ideas - your feedback on these questions will be truly helpful in guiding future direction of the capacity grant program.

1. How do you use your current soil and water conservation district (including the SOW tasks) or watershed council capacity funding?

2. How familiar are you with Constitutional language/ORS 541.956 requirements that allow for lottery grant funds to only be used for the following eligible activities:

- (1) Acquiring from willing owners interests in land or water that will protect or restore native fish or wildlife habitats. The interests may include, but need not be limited to, fee interests, conservation easements or leases.
- (2) Projects to protect or restore native fish habitat or wildlife habitat.
- (3) Projects to protect or restore natural watershed or ecosystem functions in order to improve water quality or stream flows.

March 12, 2026

1. OWEB Capacity Grants Proposed Changes

(4) Resource assessment, planning, design and engineering, technical assistance, monitoring and outreach activities necessary for carrying out 1-3.

- Very familiar
- Familiar
- Somewhat familiar
- Not so familiar
- Not at all familiar

3. What eligible activities described in the question above does your organization spend the most time on?

- Acquiring from willing owners' interests in land or water that will protect or restore native fish or wildlife habitats. The interests may include, but need not be limited to, fee interests, conservation easements or leases.
- Projects to protect or restore native fish habitat or wildlife habitat.
- Projects to protect or restore natural watershed or ecosystem functions in order to improve water quality or stream flows.
- Resource assessment, planning, design and engineering, technical assistance, monitoring and outreach activities necessary for carrying out 1-3.

4. Please describe what an effective watershed council or soil and water conservation district looks like to you.

5. Do you believe additional accountability measures should be incorporated into future watershed council and soil and water conservation district capacity grants? If so, what accountability measures?

- No accountability measures
- Meeting minimum statutory requirements to be a council or district in good standing
- Making measurable progress toward developing eligible restoration or acquisition projects
- Other (please specify)

6. If future watershed council and soil and water conservation district capacity grants were competitive, and performance based, how would you prefer to see it structured? Select from the following examples:

- I do not believe these grants should be competitive
- Base funding for all organizations, with a competitive element for additional funding
- Ranked tiers, where following technical review, applications are placed into tiers for funding
- Other (please specify)

7. What else is important for OWEB and ODA to understand before we work with a rulemaking advisory committee to draft updated capacity grant rules?

SWCD Operating Cost List

Legal Requirements

Expense	Amount
Long Range Plan	
Annual Audit/AUP	
Legal Notices (election, annual mgt)	
Annual Meeting Resolution	
Annual Plan and Report	

Yearly Operating Expenses

Expense	Amount
Rent	
Insurance (work, liability etc.)	
Accounting	
Vehicle (Maintainence, Fuel, Insurance)	
Dues/Fees	
Phone/internet	
Accounting	
Office Supplies	
Postage	
Software	



CAPACITY GRANT RULEMAKING

FAQ



INTRODUCTION

The Oregon Watershed Enhancement Board (OWEB) and Oregon Department of Agriculture (ODA) are working together on an engagement and subsequent rulemaking process for Soil and Water Conservation District (SWCD) and Watershed Council capacity grants. The engagement will take place from February to May, and rulemaking will most likely start in the fall of 2026. The updated rules would apply starting with the 2029-2031 capacity grant applications.

It is the intention that the process of managing the grants will continue to have OWEB manage Watershed Council Grants and the financial aspects of SWCD grants. ODA will continue to have a Scope of Work with SWCDs and be the grant administrator for the SWCD grants.

Why are OWEB and ODA doing this rulemaking now?

- OWEB has received requests from Watershed Councils that are not eligible for capacity grants under current rules.
- OWEB usually reviews and updates rules every 5 to 7 years, and it has been 12 years since these rules were updated.
- As the overall amount of capacity grant awards increases, it's important for OWEB to take a regular look at how the grants align with the eligible uses of lottery grant funding outlined in the Oregon Constitution.
- SWCD capacity grants changed from being general-funded in ODA's budget to being Measure 76 (M76) lottery grant-funded in the OWEB grants spending plan starting in the early 2010s, as a result of the legislative budgeting process. There are no program-specific rules for SWCD capacity grants like there are for other OWEB grant programs. For transparency and good government, OWEB prefers to have rules for all its grant programs.

What is Measure 76?

Ballot Measure 76 was passed by Oregon voters in 2010. It allocates 7.5% of lottery revenues for watershed health purposes. 70% of that funding comes to OWEB to award through its grant programs. 30% of the funding supports watershed-related operations activities. Ballot Measure 76 is codified in Title XV of the Oregon Constitution. The Oregon Legislature also passed legislation further explaining Ballot Measure 76 and this is captured in OWEB's statutes.

What are eligible projects? What types of activities are eligible for Measure 76 funding?

Many different projects and activities are eligible for Measure 76 grant funding. Eligible projects are those that protect or restore native fish or wildlife habitats, or that protect or restore natural watershed functions to improve water quality or stream flows. Project development activities include resource assessment, planning, design and engineering, technical assistance, monitoring, and engagement activities necessary for carrying out restoration or acquisition projects. A short list of examples is included at the end of this FAQ.

How do indirect costs fit in? What is OWEB's definition of indirect?

Indirect costs are overhead or administrative costs incurred by an organization that cannot be easily allocated to a specific project or function. OWEB's [Guidance on Budgeting in Grants](#) document includes lists of examples of eligible and ineligible indirect costs. Eligible costs include bookkeeping, financial services, audit services, utilities, office supplies, rent, and administrative staff.

The current capacity grant structure does not allow for indirect costs because some of the direct costs billed to capacity grants would likely be considered indirect. OWEB and ODA are exploring a different structure that would allow for an indirect line item in capacity grant budgets.

What else do OWEB and ODA plan to change as a part of the rulemaking?

Our ideas are in the exploration phase – we don't have a set agenda for the rulemaking. The rulemaking proposals will be influenced by what we hear from partners during the engagement process this spring and summer. Final rule adoption is the responsibility of the OWEB board. Some of the topics that we plan to ask about include:

- Capacity grant allocation formula – should it stay non-competitive or should we consider adding competitive, or performance-based, elements?
- Should the incentives to support mergers of Watershed Councils and shared services be changed?
- What criteria should be used to evaluate capacity grant applications?
- Should additional accountability measures be built into the capacity grantmaking process?
 - If OWEB transitions to capacity grant budgets that separate direct/indirect costs, how will that affect your organization?
- Should we change the rules on which councils are eligible for capacity grants?
- What do grantees like about the current capacity grant structure and process, and what would you like to see changed?

How can I provide feedback to OWEB and ODA during this process?

Attend a virtual or-in person listening session, contact one of the OWEB-ODA team members, participate in a session at Connect, complete a survey about the rulemaking, or all of the above.

EXAMPLES OF MEASURE 76-ELIGIBLE PROJECTS AND ACTIVITIES

- Engaging landowners, land managers, and other partners to recruit participants in restoration or acquisition projects
- Meeting with a specific landowner or land manager who is interested in restoration and watershed protection activities on their property
- Hosting a workshop on invasive streamside weed control for specific landowners or operators, providing technical information on effective weed prevention and control, and following up with participants
- Meeting with a landowner to discuss an irrigation efficiency project that addresses natural watershed functions to improve water quality or stream flows
- Applying for an OWEB grant for a watershed restoration or acquisition project or managing an eligible project
- Organizing a partnership of organizations in the area to collaborate on watershed restoration or acquisition activities
- Planning or implementing a culvert replacement project to support aquatic species fish passage
- Thinning conifers to restore oak habitat
- Seeding grasses and forbs to restore sage-steppe habitat
- Juniper removal to enhance native vegetation that supports wildlife habitat

March 12, 2026

2. Part-Time Employee – Review Job Description

REGULAR BUSINESS

2. Part-Time Employee – Review Job Description, Interview Questions:

- **Review job description and see if it conveys the information discussed at the last SWCD meeting.**
- **Review interview questions.**
- **Review job application, or have them send resume with cover letter?**

Hire a part-time employee for up to 16-hours a month to assist District Manager/Conservation Planner with:

- Quarterly newsletter mailing (packaging & mailing)
- Outreach events
- Tsalila relief
- Other items as needed by the District Manager/Conservation Planner

Other items to consider:

- Hourly Pay
- Opportunity to group hours for part-time employee. For instance, zero hours for a month or two, but then group hours together for events and busy times.
 - For Tsalila an option would be for the part-time person to work the mornings at the event while the DM/CP and a volunteer collect water bugs, then when the DM/CP and volunteer return from the stream, relieve the part-time person for the rest of the day. Each day would be approximately 4-hours, so approximately 12-hours for Tsalila, unless a volunteer(s) wouldn't be available, then it would be longer hours for the part-time person.
 - For the newsletter it could take up to 16-hours to pick -up/package up/prepare the newsletter for mailing, and deliver to the post office.
 - Events could be full 8-hour days, but happen intermittently. Benefits could be that having the part-time person attend these could free up the DM/CP's time for other duties, and it could open the opportunity for situations like Father's Day weekend when multiple events happen in different areas of the District so that the District could have a person at two different events at once.

RECOMMENDATION:

Move to approve the Conservation Programs Assistant job description.

Job Description

Conservation Programs Assistant

Position Title: Conservation Programs Assistant
Reports to: District Manager/Conservation Planner
Pay Range: \$20 / hour (DOE)
Supervisor: District Manager/Conservation Planner
Status: Temporary Part-Time, non-exempt/at will

About the Umpqua Soil and Water Conservation District: Since 1953, the Umpqua Soil and Water Conservation District (Umpqua SWCD) has worked to enhance and protect the quality of soil, water, and other natural resources related to agricultural, forested, urban and rural lands within the Umpqua SWCD in Douglas County, Oregon. By building diverse coalitions of stakeholders and partners, providing high quality education and technical assistance, as well as designing and implementing habitat restoration projects on working lands, the District offers science-based solutions to manage, protect, and improve natural resources for future generations. Our conservation goals are based on guidelines set forth in the Umpqua Basin Agricultural Water Quality Area Plan (as administered by the Oregon Department of Agriculture), the Oregon Department of Environmental Quality's Nonpoint Source Pollution Reduction Program, and the Oregon Plan for Salmon and Watersheds.

Located in Reedsport, Oregon, Umpqua SWCD works to understand and meet the evolving environmental challenges and community needs of the mid-coast region - from sandy beach towns, to rich agricultural valleys, to salmon bearing waterways, and active timberlands. Umpqua SWCD, like the other 44 soil and water conservation districts across the State, is a non-regulatory government agency established by State Legislature for the purpose of supporting renewable natural resources in cooperation with private landowners. District financial resources are provided primarily through competitive grants, interagency agreements, and direct service contracts. Current funding for this position is secured for six months from date of hire, and long-term funding is subject to the availability of grant funding.

JOB SUMMARY: The Conservation Programs Assistant is a temporary part-time position, working primarily 16 hours per month (48-hours every 3-months). The position's specific schedule is dependent upon outreach events, newsletter mailings, and other work as assigned by the District Manager/Conservation Planner.

Supervised by the District Manager/Conservation Planner, the Conservation Programs Assistant works independently as well as in a small team environment, and is well-organized, utilizes exemplary communication skills, works with stakeholders from diverse backgrounds and maintains a positive, professional attitude with fellow District employees, contractors, landowners, partners, and members of the public. Percentage of time for each component from the position are annual estimates. Day to day break down of tasks may vary.

Job Description

Conservation Programs Assistant

ESSENTIAL DUTIES AND TASKS

COMMUNITY STEWARDSHIP AND OUTREACH (90%)

- Quarterly newsletter (16-hours every 3-months):
 - Preparation of the already written newsletter for mailing including picking up the newsletter from printer.
 - Folding, placing in envelopes, labeling, and placing postage on envelopes,
 - Delivering prepared newsletters to local U.S. Post Office for delivery to District residents.
- Outreach (Up to 24-hours throughout every 3-months):
 - Represent the District's interests with other conservation districts, watershed councils, organizations, public officials, and urban and rural landowners at outreach events.
- Tsalila Watershed Education Days (12+hours for 1-week each September):
 - Assist the District Manager/Conservation Planner at the Tsalila Outdoor Education Event each September.

OTHER (10%)

- Other duties as assigned.

MINIMUM QUALIFICATIONS:

EDUCATION: High School Diploma or equivalent.

WORK EXPERIENCE: Minimum 2-5 years professional experience involving:

- Stakeholder and community engagement;

VEHICLE USAGE: Possess a valid Oregon Driver's license, good driving record, appropriate insurance and a reliable vehicle for use on the job. All mileage is reimbursed at the State rate.

OTHER DESIRABLE SKILLS/EXPERIENCE:

- Comfortable working both independently and in a team setting;
- Effective communication skills;
- Ability to work with diverse stakeholders to develop positive working relationships, especially with co-workers, landowners, rural communities, tribal entities, and government partners;
- Problem-solving and organizational skills with attention to detail;
- Education or experience in Oregon coastal ecology and environmental topics;
- Environmental education, outreach, and networking;

Job Description

Conservation Programs Assistant

- Working knowledge of native Oregon plant communities.

SUPERVISION AND GUIDANCE

The Conservation Programs Assistant takes direction from the Umpqua SWCD District Manager/Conservation Planner.

WORKING CONDITIONS AND PHYSICAL DEMANDS

This position requires sitting and working at a desk. The position may include outreach events that are located in the outdoors. The position may involve travel to meetings and outreach events. Travel may be outside of the normal workday and may require occasional evening work hours.

This position serves as an “at will” employee of the Umpqua SWCD. This position is 16-hour per month, dependent upon funding from active and future grants. Working schedule will be varied and may include evening meetings or outreach.

To perform the duties of this position, the Employee is required to have a valid Oregon driver’s license, valid insurance and a good driving record. The Employee must be able to own, operate, and insure a personal vehicle as part of this position with reimbursement based on the current State mileage rate and paid to the employee within each pay period.

SAFETY:

The Conservation Programs Assistant shall perform all duties in a prudent and sensible manner, following established safety protocols for vehicular use while on the job and in an office setting. All District Employees are expected to follow all rules of the road in the State of Oregon at all times and maintain a clean driving record. Employees are expected to wear suitable clothing and required Personal Protective Equipment (PPE) for the type of work they are performing (indoor, outdoor, etc.). This includes PPE provided by the District as needed.

BENEFITS:

No benefits are available for temporary employees.

Umpqua Soil and Water Conservation District does not discriminate on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. Umpqua SWCD is an Equal Opportunity Employer and complies with the Americans with Disabilities Act.



Employment Application

Umpqua Soil and Water Conservation District provides equal employment opportunity to all qualified employees and applicants, without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, veteran's status, or any other status protected by applicable federal, Oregon, or local law. No application will be rejected because of a disability that, with reasonable accommodation, does not prevent performance of the essential job duties.

To claim veterans' preference in hiring, complete the Veteran's Preference Form and submit it with the required documentation at the time you submit this application.

Position

Position Applying For	Available Start Date	Today's date
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Personal Information

Name			
Address	City	State	Zip
Phone Number ()- -	Mobile Number ()- -	Email Address	

Are you able, at the time of employment, to submit verification of your legal right to work in the United States? **Yes** **No**
(Proof of identity will be required upon employment)

Education List any colleges, military, trade, business, or other schools attended.

Do you have a high school diploma or GED Certificate? **Yes** **No**

School Name	Location	Diploma/Degree	Major/Minor	Did you Graduate?

Certificates & Licenses List professional license, registration, or certificate required or preferred for position.

Type	Issuing Agency	Date Issued	Date Expires





Employment History			
<p>This information in this section will be used to determine if you meet the minimum qualifications as outlined in the job announcement. Clearly describe all your duties, starting with your most recent job. Resumes will be accepted only if required on the job announcement and will not be accepted in place of a completed application. If you need additional space, attach a separate sheet.</p>			
Employer (1)	Job Title	Dates Employed (from-to)	
Address	City	State	Zip
Supervisor Name	Phone Number ()- -	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
Duties:			
Employer (2)	Job Title	Dates Employed (from-to)	
Address	City	State	Zip
Supervisor Name	Phone Number ()- -	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
Duties:			
Employer (3)	Job Title	Dates Employed (from-to)	
Address	City	State	Zip
Supervisor Name	Phone Number ()- -	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
Duties:			
Employer (4)	Job Title	Dates Employed (from-to)	
Address	City	State	Zip
Supervisor Name	Phone Number ()- -	May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for leaving			
Duties:			



References

Name: _____	Title: _____
Company: _____	Relationship to you: _____
Phone: _____	Email: _____
Name: _____	Title: _____
Company: _____	Relationship to you: _____
Phone: _____	Email: _____
Name: _____	Title: _____
Company: _____	Relationship to you: _____
Phone: _____	Email: _____

Certification & Signature

I hereby certify that all statements made in this application are true, and I agree and understand that any statement that is false, fraudulent, or misleading in this application or attached material, during the interview or screening process, or discovered during any employment-related process (post hire) may result in the revoking of a job offer or termination of employment.

- I certify that all statements contained herein are true and complete.
- I understand that I must provide proof I am authorized to work in the United States, in accordance with federal law, if I am hired.
- I authorize the employing agency to verify the employment and education information provided in this employment application, inclusive of contacting my references listed.
- I authorize my driving record to be checked if the position for which I am applying requires driving.
- I understand and agree to be subjected to a pre-employment drug screening and criminal history background check, if applicable.
- I am able to perform the essential duties of this position as advertised, with or without reasonable accommodation
 - Yes
 - No Explanation: _____

Signature: _____ Date: _____



Veterans' Preference Form (ORS 408.230)

Veterans who meet the minimum qualifications for a position open for recruitment may be eligible for preference in employment under Oregon law. **If you are a Qualified Veteran or Qualified Disabled Veteran and would like to be granted preference in the selection and hiring process for a specific posted job, please fill out this Veterans' Preference Form and provide proof of eligibility by submitting a copy of form DD-214 or 215 (copy 4).** This completed form and required supporting documentation must be submitted with your application for consideration for Veterans' Preference.

Qualified Veteran Questions: *Veterans' preference may be claimed if you check at least one of the boxes below and provide proof via form DD-214 or 215 (Copy 4)*

ORS 408.225(f) – I served on active duty with the Armed Forces of the United States:

- For a period of more than 90 consecutive days beginning on or before January 31, 1955, and was discharged or released under honorable conditions
- For a period of more than 178 consecutive days beginning after January 31, 1955, and was discharged or released from active duty under honorable conditions
- For a period of 178 days or less and was discharged or released from active duty under honorable conditions because of a service due to a service-related disability
- For a period of 178 days or less and was discharged or released from active duty under honorable conditions and have a disability rating from the United States Department of Veterans Affairs
- For at least one day in a combat zone and was discharged or released from active duty under honorable conditions
- And received a combat or campaign ribbon or an expeditionary medal for service in the Armed Forces of the United States and was discharged or released from active duty under honorable conditions
- And am receiving a nonservice – connected pension from the United States Department of Veterans Affairs

Qualified Disabled Veteran Questions: *Additional preference may be claimed if you check at least one box below and provide proof of eligibility via a copy of DD214 or 15, Copy 4, and a public employment preference letter from the United States Department of Veteran's Affairs (letter may be requested by calling 800-827-1000)*

- I am entitled to disability compensation under laws administered by the United States Department of Veterans Affairs; or
- I was discharged or released from active duty for a disability incurred or aggravated in the line of duty; or
- I was awarded the Purple Heart for wounds received in combat.

I hereby claim Veterans' Preference, have attached proof of eligibility as directed and certify that the above information is true and correct. I understand that any false statements may be cause for my disqualification, or dismissal, regardless of when discovered.

Signature: _____ **Date:** _____

Position Applied For: _____

Interview Candidate:

1. Please tell us a little bit about yourself:

2. Why do you want to work for the Umpqua SWCD?

3. Describe your experience working independently and as a team member:

4. Describe your experience working with landowners and providing technical assistance to farmers and ranchers:

5. Describe your community or public outreach experience:

6. How would you describe your personality in working with others especially landowners and staff:

7. Describe your experience working with volunteers and students:

8. Describe your computer skills and software experience:

9. Describe a problem-solving work experience and how you solve complex problems:

10. Describe your experience working with Boards and/or other natural resources agency staff:

11. This position requires working sometimes in adverse outside field conditions and also working long periods of time doing paperwork and sitting at a desk? Do you have concerns about that?

REGULAR BUSINESS

3. Director Recruitment

We will need to actively recruit Directors from Zone 2 and Zone 3 in the District.

Zone 2 takes in the Ash Valley/Loon Lake Area, Scottsburg, Wells Creek, Lutsinger Creek areas, and portions of the Lower and Upper Smith River.

Zone 3 takes in Sawyers Rapids, the Elkton area, Riverside, Kellogg, 5-miles beyond the Elk Creek Tunnel, and portions of Upper Smith River.

Requirements for eligibility:

- The eligibility requirements for district directors were significantly changed in SB 775, which was passed in 2023. Please note that as of January 1, 2024, all zone directors must reside in the zone in which they represent. For director eligibility, residency refers to the place in which the candidate is registered to vote.
- Candidates for At Large positions must reside within the boundaries of the SWCD and be a registered voter in that district.
- The other positions on the SWCD boards are Zone positions. Zone directors must be registered voters and reside within the zone they represent. In counties with fewer than 250,000 residents, eligibility requirements also include:
 - Own or manage 10 or more acres of land in the zones they represent in the district and be involved in the active management of the land; or
 - Indicate an interest in natural resource conservation as demonstrated by serving at least one year as a director or associated director of a district and having a conservation plan that is approved by the district.

An interactive map of the District can be found at:

<https://geo.maps.arcgis.com/apps/instant/lookup/index.html?appid=31b2f5ae9d494ecfbf7ff2608061a63f>

SDAO's website has helpful information about Director Recruitment:

<https://www.sdao.com/board-member-recruitment-toolkit>

Board Member Recruitment Toolkit

ABOUT THE TOOLKIT

The SDAO Board Member Recruitment Toolkit is designed to assist you with recruiting board members to run for open board positions or fill vacancies. We have developed several sample materials for you to use to assemble a recruitment package to be given to interested individuals. Links to these resources can be found below.

March 12, 2026

3. Director Recruitment

Many of these materials have been created in Microsoft Word and can be personalized by inserting your district name, logo, or letterhead and filling in the information pertinent to your district within the body of the text. Under the **Sample Recruitment Packages** heading are two sample packages that you can use as a guide when creating your district's recruitment materials.

We have also put together materials for board member orientation. After an individual is selected or elected, you can use these resources to introduce them to the district and their new role.

If you have any questions about this toolkit or accessing these resources, please contact SDAO Member Services at 800-285-5461 or memberservices@sdao.com.

We wish you luck with your future recruitments!

RECRUITMENT RESOURCES

- [Recruitment Checklist](#) (Word)
- [Sample Press Release - Vacancy](#) (Word)
- [Sample Press Release - Election](#) (Word)

RECRUITMENT PACKAGE TEMPLATES

- [Sample Recruitment Package Cover Letter](#) (Word)
- [Sample District Information](#) (Word)
- [What is a Special District? Brochure](#) (PDF)
- [Special District Fact Sheets](#) (Link)
- [Why Would I Want to Become a Board Member?](#) (Word)
- [How Do I Become a Board Member?](#) (Word)
- [What Does a Board Member Do?](#) (Word)
- [Board Member Application](#) (Word)

SAMPLE RECRUITMENT PACKAGE

These sample recruitment packages will give you an idea of how your recruitment materials could look!

- [Sample Water District Recruitment Package - Board Vacancy](#) (PDF)
- [Sample Water District Recruitment Package - Upcoming Election](#) (PDF)

ORIENTATION RESOURCES

- [Orientation Checklist](#) (Word)
- [Characteristics of an Effective Board Member](#) (Word)
- [SDAO Information](#) (PDF)
- [SDAO Board Member Handbook](#) (PDF)