

Lakeview SWCD Annual Work Plan 2021-2023



Lakeview SWCD
PO Box 120
Paisley, OR 97636
Last Updated 10/1/2021

Mission

The mission of the Lakeview Soil and Water Conservation District is to provide technical assistance to individuals, groups, and other agencies for the purpose of managing and enhancing our natural resources, environment, and economy. The objectives listed below will be used to accomplish the mission of this District.

Objective #1:

Achieve Sound and Stable District Operations

- ✓ For the public: Conduct District affairs fairly, openly, and respectfully in a non-discriminatory manner and within adopted plans, objectives, policies and legal guidelines. The staff will provide technical assistance and information resources to the public and partners, secure adequate, stable funding for District operations, maintain accountability, develop and maintain cooperative partnerships, and capacity building.
- ✓ For the office: Fiscal and office management will be contracted services for the 2021-2023 biennium. Daily office obligations as in correspondence, phone calls, accounting practices and principles, payroll and payroll taxes, billing reconciliation of grants and administered funds will be completed in a timely manner. Contracted staff will prepare quarterly agendas, minutes and for board members to review as well as attend quarterly meetings. Contracted staff will prepare monthly financial statements for board members to review.
- ✓ Quarterly: Staff and/or contracted staff will submit quarterly Scope of Work Reports and funds request to ODA for the LMA and TA tasks completed.
- ✓ Annually: The District staff and contracted staff will work cooperatively to prepare and present the Annual Work Plan, Scope of Work, and Budgets to the board for review, revision, and adoption. Contracted staff will prepare materials and conduct the annual financial in-lieu-of, review or audit in a timely manner. Staff and board members will also attend the Oregon Association of Conservation Districts (OACD) annual meeting, CONNECT, and other trainings in natural resource disciplines concerning water quality/quantity and conservation issues. Staff and contracted staff will coordinate the annual meeting and any board or staff member trainings necessary, establish and maintain formal Memorandums of Understanding and Cooperative Agreements to clarify all financial and working relationships with other groups and agencies, financially support state and national Districts; OACD, NACD and ORE-Cal RC&D. Additionally, staff and contracted staff will coordinate and facilitate the biennial review meeting.

Objective #2:

Promote Conservation of Natural Resources and Water Quality on Agricultural Lands

- ✓ Staff will write and monitor grants for interested landowners that re-establish and protect Lake County resource concerns and watershed health; provide technical assistance to landowners and grant applicants related to agricultural water quality/quantity and soil issues; assist in the permitting application process when needed, provide construction inspection, and follow-up for operation and maintenance in the application process and the grant writing process.

- ✓ Staff will work with the Watershed Councils/Coordinator and the Natural Resource Conservation Service (NRCS) to identify producer needs and concerns and assist with tasks related to natural resource conservation and water quality.
- ✓ Staff will make contact with landowners and provide technical assistance relating to riparian restoration and weed eradication, irrigation efficiency, pasture management, manure management and cover crops, assist with conservation planning implementation and work with ODA on compliance visits when needed.
- ✓ The Wildlife Biologist will continue to work with the Sage-grouse conservation efforts. The biologist has reached out to landowners, signing them up for the CCAA and creating site specific plans that will restore and/or enhancement their habitat.
- ✓ Staff will conduct the Biennial Review with the LAC providing minutes, developing objectives and milestones and reporting progress made for/in Lake County, and recruiting new LAC members if needed.
- ✓ Staff will attend water, soil, ecological and conservation trainings.
- ✓ District Manager will participate as a board member on the OACD board.

Current Projects		
Muddy Creek Off-Site Water	Upper Chewaucan SIA	USFWS Lake County Fish Passage
12-Mile Creek Sage Grouse Habitat	Plush-Deboy Pasture Improvement	BLM Warner Basin Fish Passage
Cogswell Creek Fish Passage	Honey Creek Diversion Fish Passage-Focused Investment Partnership	

Objective #3:

Provide Conservation Education and Information

- ✓ Promote, and distribute Stewardship Week materials to area schools.
- ✓ Coordinate and conduct the annual conservation Speech Contest to educate students about our natural resources.
- ✓ Create quarterly newsletters addressing water quality/quantity, conservation or natural resource issues and information.
- ✓ Provide educational outreach on water quality/quantity and natural resource issues by distributing the Rural Living Handbook for Lake County landowners and managers.
- ✓ Develop and display a booth at the County fair with water quality handouts.
- ✓ The District's website will be revised and maintained. The site will better educate the public on what the district does and what it has to offer.

Objective #4:

Promote Noxious Weed Awareness

- ✓ Staff will attend the Lake County Cooperative weed Management Area (LCCwMA) meetings and participate in their annual events.
- ✓ Promote weed, water quality/quantity education at local landowner meetings and events.
- ✓ Work cooperatively with Watershed Council, LCCWmA, ODF&W, DU, USF&WS and BLM on riparian process and function and water quality issues.
- ✓ Support the LCCWmA with weed eradication throughout the county.

Objective #5:

NRCS Conservation Technical Assistance Partnership

- ✓ Staff will continue to promote EQIP cost-share program.
- ✓ Continue participating in Local Working Group and Basin Working Group.
- ✓ Assist NRCS with inventory for upland projects related to Sage Grouse and Mule Deer Habitat improvement projects.

Objective #6:

Fundraising

- ✓ Write and submit grants to OWEB and other funding organizations to fund on-the-ground, conservation projects.
- ✓ Continue to seek other avenues of funding for administration and technical support from other public and/or private grant funding sources.
- ✓ The District will promote the rental of the No-Till Drill, Rangeland Drill and Aerator and sale of water tests.

Objective #7:

Staff Training

- ✓ Staff and Contracted Staff will attend pertinent trainings related to implementation on Ag water practices, agricultural practices, conservation planning, monitoring, office practices, procedures, QuickBooks etc.

In order to fulfill the Lakeview SWCD mission, these objectives will be reviewed regularly and central to all Lakeview SWCD operations.

Board Members:

Keith Barnhart – Chair
Scott Warner – Vice Chair
Mary Woodworth – Secretary/Treasurer
Phil Shullenberger
Clark Maxwell

Staff:

Justin Ferrell – District Manager
Brandi St. Clair—Biologist/CCAA
Contracted Staff:
Tanya Graham—Fiscal Administrator
Colleen Withers—Office Assistant

The Lakeview Soil and Water Conservation District board of directors reviewed the July 1, 2021 through June 30, 2022 Annual Work Plan and approved the document at the October 20, 2021 board meeting.

Signature

Date