

Monday, November 14, 2022
 6:00-7:30 PM Board Meeting
 Zoom Video Conference: <https://zoom.us/join>
 Phone: 1-669-900-6833
 Meeting ID: 844 6825 0202
 Passcode: 640956



BOARD OF DIRECTORS MEETING AGENDA

| Goal | Item | Lead | Time | ACTION |
|------|--|--|------|--------|
| | Call to Order, Introductions, Public Comments, Announcements, Additions to Agenda | <i>Johnson</i> | 6:00 | |
| | CONSENT AGENDA | <i>Johnson</i> | 6:02 | ACTION |
| 5 | Approve draft Minutes from October 11th Board Meeting | | | |
| 5 | Approve Financials (9/30/22) | | | |
| | REGULAR AGENDA | | | |
| 4 | Meet student Associate Director candidate Henry Pitts; presentation on North American Youth Parliament for Water – Lynn Porta and Henry Pitts (20 minutes) | <i>Lynn Porta Henry Pitts</i> | 6:03 | |
| 4 | Appointment of new student Associate Director (Pitts application in packet) | <i>Directors</i> | 6:23 | ACTION |
| 4 | Meet Associate Director candidate Aubrey Cloud. Appointment of Associate Director (Aubrey Cloud application in packet) 10 minutes | <i>Cloud/ Directors</i> | 6:25 | ACTION |
| 1 | Summary of upcoming Mid-Willamette Agricultural Water Quality Management Area review meeting on Nov 16 at 6 PM (virtual and in person – info in packet) | <i>Schmitz</i> | 6:35 | |
| 5 | Nov 8 Benton SWCD Director election results | <i>Crosson</i> | 6:40 | |
| 4, 5 | OACD and SWCC meeting updates (10 minutes) | <i>Crosson</i> | 6:45 | |
| 5 | Renaissance Lease update (5 minutes) | <i>Crosson</i> | 6:55 | |
| 1-5 | Questions from Board about BSWCD staff activities and NRCS staff report (25 minutes) | <i>Directors/ BSWCD & NRCS Staff</i> | 7:00 | |
| 1-5 | Other Board business? | | 7:25 | |
| | Meeting Adjourned | <i>Johnson</i> | 7:30 | |

Strategic Direction Goals 2022-2027

Goal #1: Ensure that the soil, water, and ecosystems of Benton County, including diverse habitats on wild, working, and urban lands, are protected, restored, and resilient.

Goal #2: Deliver engaging education and outreach opportunities that inspire residents throughout Benton County to protect and restore soil, water, and habitat.

Goal #3: Develop clear, consistent communications so people throughout Benton County can easily participate in Benton SWCD services and take action to steward our resources.

Goal #4: Enhance our strategic partnerships and revenue to increase Benton SWCD's impact.

Goal #5: Implement operations that support highly effective programs and services.

| BSWCD Board and Outreach Events (subject to change) | | |
|---|--|---|
| Date/Time | Event | Location |
| October 17-November 17 | Salmon Watch | Alsea |
| November 9, 7pm | Kalapuya Seasonal Round presentation | Online webinar |
| November 15, 9 - 11 am | NRCS Local Work Group Meeting | Willamette Grange, 27555 Greenberry Rd |
| November 16, 6pm | Mid Willamette Agricultural Water Quality Management Area Plan Light Biennial Review | NRCS Plant materials center at 3415 NE Granger Ave, Corvallis, OR 97330 / Zoom (Passcode: 818206) |
| November 17, 7pm | Wild and Scenic Film Festival | Whiteside Theater, Corvallis |

Check our website calendar regularly for additional items that are still being finalized:

<https://bentonswcd.org/activities/calendar/>

Tuesday, October 11, 2022; 6:00-7:30 PM
Phone: 1-669-900-6833
Meeting ID: 844 6825 0202
Passcode: 640956



BOARD OF DIRECTORS MEETING MINUTES

In Attendance

Board Members Present: Nate Johnson, Bob Morris, Jerry Paul, Eliza Mason, Kerry Hastings, Henry Storch

Board Members Absent: Graham Trask, Faye Yoshihara (Emeritus)

Associate Directors Present: Marcella Henkels, David Barron, Rana Foster (joined approx. 7:15pm)

Staff Present: Holly Crosson, Michael Ahr, Teresa Matteson, Donna Schmitz, Sara Roberts

Others Present: Deb Merchant (minutes), Amy Kaiser (NRCS), Aubrey Cloud

Call to Order

[Johnson] 6:03 pm

Introductions, Public Comments, Announcements, Additions/Changes to Agenda

Additions to agenda:

- Teresa Mattson: finalized NRCS local working group annual meeting, Nov. 15th, 11am: expect presentations on soil health and Emerald Ash Borer
- Holly Crosson: reopening search for Operations Coordinator; BSWCD Directors on the ballot are encouraged to make sure website bio is accurate/relevant and updated for public consumption. While on work duty, BSWCD staff cannot lobby for or against candidates or ballot measures. Audit draft is ready and will be emailed to Nate, Jerry and Bob to review. Holly thanked staff for smooth operations while she was on leave, and noted Sara's nice job on our new office door sign.
- Sara: Salmon Watch starts next week in Alsea (Clemens Park), volunteers are needed. Training involves shadowing other experienced volunteers: <https://www.signupgenius.com/go/4090945aaa82ca4fa7-20226>
- Credit card limit review will be added to a future meeting.

CONSENT AGENDA

- **Approve draft minutes from September 12, 2022 Board Meeting:** Discussion: none
- **Approve Financials for 8/31/22:** Discussion: none

MOTION: Approve Consent Agenda: Nate called for Hands; All Approved (vote 6/6);

REGULAR AGENDA

- Native Bulb and Seed Sale Recap: Michael Ahr
 - Sept. 24 – 25, Corvallis Fall Festival tent sale
 - Grossed \$3,666; expenses \$1,700 (direct only); no online pre-orders
 - 166 transactions; 57 were one bag sales; sold all bulbs and majority of seed packets
 - Great outreach tool; numerous new e-news sign-ups
 - 25 volunteers including several Directors and all staff
 - Related: 2023 Native Plant Sale inventory available to order on website
- Strategic Direction Progress: Quarterly Review
 - Holly: five strategic goals are in the plan; not fully completed were measurable objectives; staff meetings continue to work on refining objectives – still gathering information. The intention is

All documents referenced in these minutes are a part of the official record and can be distributed upon request.

to use SMART (Specific, Measurable, Achievable, Realistic, Time-bound) framework for each objective. Holly wants Board feedback soon to ensure alignment in staff/strategic thinking and direction.

All staff reports are meaningful when referenced in the context of the strategy and goal statements.

Approve Resolution #FY2022-2023-03: add \$96,646 from OWEB grant (# TBD) for Mitchell Oak Woodland Restoration.

- Donna Schmitz slideshow: 146 acres in Kings Valley across from Beazell including pasture, prairie, Douglas fir, wetland; BSWCD funds will restore 18-acres of prairie.

Jerry: how can BSWCD approve the Resolution prior to OWEB's final approval in November? Timing to move forward is important, and OWEB ranked this project as #2 out of four proposals. Holly: BSWCD can't spend money unless the project is actually funded even if the Resolution is approved.

MOTION: Approve Resolution: Bob Morris/Eliza Mason (vote 6/6)

- OACD's Director Eligibility Survey

Discussion: On Nov. 2nd during the annual OACD meeting, the Soil and Water Conservation Commission (SWCC) will consider board service eligibility criteria for SWCD Directors (as described in the Statute - see BSWCD September Board packet). SWCC will review the statewide SWCD survey report and invites all SWCD Directors to attend on Nov. 2nd and provide feedback (virtually or in-person). Holly will email Directors and Associates the SWCC meeting details for connecting remotely. Meeting minutes will be made available to the Directors, including decisions that could impact Director eligibility criteria in the future.

- Annual Meeting 2023

Purpose is to *present the Annual Report* (audited financials); required to issue a public notice (when, where, what). Typically held the 2nd Monday in January.

Questions: in-person? Virtual? Both? Districts must offer electronic attendance. Former meetings have been open to the public and held at various places around Benton County. Need room for public attendance (perhaps 75).

Discussion: Directors support in-person/virtual meeting hybrid. Indoor event must be adequate in size to accommodate the public for the sake of social distancing for Covid. Can we limit in-person attendance through registration, and others can attend virtually? Sara can set up an online registration where the public would select in-person or virtual. Indoor/Outdoor venue is possible at Corvallis Community Center.

Date considerations: combined with Board meeting, or not? Business in January new Directors via Oath of Office. Need to avoid Holidays, and being too close to February board meeting and Native Plant Sale.

Annual Meeting Vote: Hold in-person/virtual hybrid meeting January 23, 2023 as both business and Annual Meeting.

MOTION: Hold Annual Meeting January 23, 2023. Nate called for hands (vote 6/6).

Staff Reports

None

Other Board Business

All documents referenced in these minutes are a part of the official record and can be distributed upon request.

Holly asked for Director feedback on reinstating the North American Youth Parliament for Water Student Associate Director position. Discussion and agreement to welcome youth/student perspectives. Holly will update roles and responsibilities of position for Board and NAYPM review. Add item to November meeting agenda and invite presentation from NAYPW.

Meeting Adjourned

[Johnson] 7:39 pm

DRAFT

Benton Soil & Water Conservation District
Balance Sheet
 As of September 30, 2022

| | Sep 30, 22 | Sep 30, 21 | \$ Change |
|--|-------------------|-------------------|-------------------|
| ASSETS | | | |
| Current Assets | | | |
| Checking/Savings | | | |
| 10100 · Citizens Bank | 154,002.49 | 134,199.35 | 19,803.14 |
| 10150 · Citizens Bank #2 | 4,956.73 | 5,034.94 | -78.21 |
| 10200 · LGIP | 664,362.48 | 723,579.13 | -59,216.65 |
| 10300 · Stripe | -4.00 | 6,420.70 | -6,424.70 |
| 10800 · Petty Cash | 24.00 | 24.00 | 0.00 |
| Total Checking/Savings | 823,341.70 | 869,258.12 | -45,916.42 |
| Accounts Receivable | | | |
| 11000 · Accounts Receivable | 0.00 | 15,832.76 | -15,832.76 |
| 11400 · Grants Receivable | 47,415.80 | -4,500.84 | 51,916.64 |
| Total Accounts Receivable | 47,415.80 | 11,331.92 | 36,083.88 |
| Other Current Assets | | | |
| 100-1050 CashDue to/from Bld Fnd | -103,200.00 | -103,200.00 | 0.00 |
| 100-1500 Due to/from Proj Fund | -102,910.93 | -102,910.93 | 0.00 |
| 200-1080 CashDue to/from Gen Fnd | 102,910.93 | 102,910.93 | 0.00 |
| 400-1505 Due to/from BR Fund | 103,200.00 | 103,200.00 | 0.00 |
| 13000 · Prepaid expenses-Audit | 3,903.91 | 3,564.02 | 339.89 |
| Total Other Current Assets | 3,903.91 | 3,564.02 | 339.89 |
| Total Current Assets | 874,661.41 | 884,154.06 | -9,492.65 |
| Other Assets | | | |
| 18400 · Property Tax Receivable-Audit | 10,110.00 | 10,110.00 | 0.00 |
| Total Other Assets | 10,110.00 | 10,110.00 | 0.00 |
| TOTAL ASSETS | 884,771.41 | 894,264.06 | -9,492.65 |
| LIABILITIES & EQUITY | | | |
| Liabilities | | | |
| Current Liabilities | | | |
| Accounts Payable | | | |
| 20000 · General Accounts Payable | 8,305.46 | 2,336.76 | 5,968.70 |
| 20100 · Project Accts Payable | 5,909.93 | 10,838.74 | -4,928.81 |
| Total Accounts Payable | 14,215.39 | 13,175.50 | 1,039.89 |
| Credit Cards | | | |
| 22000 · CITIZENS BANK MASTER CARD | | | |
| 22200 · Holly's CC - 2995 | 1,266.79 | 770.60 | 496.19 |
| 22300 · Donna's CC - 3001 | 0.00 | 20.00 | -20.00 |
| 22400 · Teresa's CC - 3019 | 64.70 | 97.81 | -33.11 |
| 22500 · Heath's CC - 3027 | 0.00 | 94.47 | -94.47 |
| 22520 · Linda's CC - 5980 | 350.92 | 300.76 | 50.16 |
| 22530 · Michael's CC - 3266 | 394.28 | 161.95 | 232.33 |
| 22532 · Sara's CC - xxxx | 297.41 | 0.00 | 297.41 |
| Total 22000 · CITIZENS BANK MASTER CARD | 2,374.10 | 1,445.59 | 928.51 |
| Total Credit Cards | 2,374.10 | 1,445.59 | 928.51 |
| Other Current Liabilities | | | |

Benton Soil & Water Conservation District
Balance Sheet
 As of September 30, 2022

| | Sep 30, 22 | Sep 30, 21 | \$ Change |
|--|--------------------------|--------------------------|-------------------------|
| 24000 · PAYROLL LIABILITIES | | | |
| 24010 · 941 Account | 7,431.86 | 6,835.32 | 596.54 |
| 24020 · Oregon Withholding | 1,853.00 | 1,791.00 | 62.00 |
| 24030 · OR-WBF SUTA | 679.71 | 904.29 | -224.58 |
| Total 24000 · PAYROLL LIABILITIES | <u>9,964.57</u> | <u>9,530.61</u> | 433.96 |
| 25800 · Deferred Revenue Grants-Audit | 92,370.31 | 126,687.48 | -34,317.17 |
| 25810 · Deferred Revenue Donations | 246.72 | 246.72 | 0.00 |
| 25850 · Deferred Revenue - NPS Presales | 0.00 | 31,340.35 | -31,340.35 |
| Total Other Current Liabilities | <u>102,581.60</u> | <u>167,805.16</u> | -65,223.56 |
| Total Current Liabilities | <u>119,171.09</u> | <u>182,426.25</u> | -63,255.16 |
| Long Term Liabilities | | | |
| 27050 · Deferred Revenue Taxes -Audit | 8,261.09 | 8,261.09 | 0.00 |
| Total Long Term Liabilities | <u>8,261.09</u> | <u>8,261.09</u> | 0.00 |
| Total Liabilities | <u>127,432.18</u> | <u>190,687.34</u> | -63,255.16 |
| Equity | | | |
| 31100 · Building Reserve Fund Balance | 108,200.00 | 103,200.00 | 5,000.00 |
| 31200 · Project Fund Balance | 10,210.00 | 10,210.11 | -0.11 |
| 32000 · General Fund Balance | 736,413.75 | 666,461.80 | 69,951.95 |
| Net Income | -97,484.52 | -76,295.19 | -21,189.33 |
| Total Equity | <u>757,339.23</u> | <u>703,576.72</u> | 53,762.51 |
| TOTAL LIABILITIES & EQUITY | <u><u>884,771.41</u></u> | <u><u>894,264.06</u></u> | <u><u>-9,492.65</u></u> |

5:20 PM

10/27/22

Accrual Basis

Benton Soil & Water Conservation District
Citizens Bank Check Register
As of September 30, 2022

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|------------------------------|------------|------|---------------------------------|--------------------------|------------|-----------|------------|
| 10100 - Citizens Bank | | | | | | | 93,227.35 |
| Deposit | 09/06/2022 | | | Deposit | 314.34 | | 93,541.69 |
| Deposit | 09/06/2022 | | | Deposit | 5,368.71 | | 98,910.40 |
| Deposit | 09/09/2022 | | | Deposit | 10,890.00 | | 109,800.40 |
| Transfer | 09/22/2022 | | | Funds Transfer | 100,000.00 | | 209,800.40 |
| Liability Check | 09/29/2022 | | QuickBooks Payroll Service | Adjusted for voided p... | | 18,034.88 | 191,765.52 |
| Deposit | 09/26/2022 | | | Deposit | 6,708.00 | | 198,473.52 |
| Liability Check | 09/29/2022 | | QuickBooks Payroll Service | Created by Payroll S... | | 3,271.61 | 195,201.91 |
| Deposit | 09/29/2022 | | | Deposit | 800.00 | | 196,001.91 |
| Deposit | 09/29/2022 | | | Deposit | 3,666.00 | | 199,667.91 |
| Deposit | 09/12/2022 | | | Deposit | 7,500.00 | | 207,167.91 |
| Deposit | 09/30/2022 | | | Interest | 5.06 | | 207,172.97 |
| Paycheck | 09/30/2022 | DD | Crosson, Holly A | Direct Deposit | 0.00 | | 207,172.97 |
| Paycheck | 09/30/2022 | DD | Ahr, Michael S | Direct Deposit | 0.00 | | 207,172.97 |
| Paycheck | 09/30/2022 | DD | Matteson, Teresa L | Direct Deposit | 0.00 | | 207,172.97 |
| Paycheck | 09/30/2022 | DD | Schmitz, Donna J | Direct Deposit | 0.00 | | 207,172.97 |
| Paycheck | 09/30/2022 | DD | Roberts, Sara | VOID: Direct Deposit... | 0.00 | | 207,172.97 |
| Paycheck | 09/30/2022 | DD | Roberts, Sara | Direct Deposit | 0.00 | | 207,172.97 |
| Liability Check | 09/07/2022 | EFT | United States Treasury | 93-1077051 | | 8,820.76 | 198,352.21 |
| Liability Check | 09/07/2022 | EFT | Oregon Dept of Revenue | 0292193-0 | | 2,161.00 | 196,191.21 |
| Bill Pmt -Check | 09/09/2022 | EFT | 2 - Xerox Financial Services | autopay due on 10th ... | | 156.17 | 196,035.04 |
| Bill Pmt -Check | 09/19/2022 | EFT | 1Auto - Comcast | 8778 10 601 2891048 | | 109.85 | 195,925.19 |
| Bill Pmt -Check | 09/26/2022 | EFT | 1Auto - Verizon | autopay due on 29th ... | | 75.66 | 195,849.53 |
| Check | 09/13/2022 | 7978 | Card Service Center - Master... | CIR# 7168 | | 1,286.61 | 194,562.92 |
| Bill Pmt -Check | 09/13/2022 | 7979 | Edge Analytical | CIR# 7159 | | 286.34 | 194,276.58 |
| Bill Pmt -Check | 09/13/2022 | 7980 | Shaundra Robinson | VOID: CIR# 7165 | 0.00 | | 194,276.58 |
| Bill Pmt -Check | 09/13/2022 | 7981 | Wild Habitat Contracting LLC | CIR# 7151 | | 4,880.71 | 189,395.87 |
| Bill Pmt -Check | 09/13/2022 | 7982 | Banner Non-Profits, LLC | CIR# 7163 | | 1,426.25 | 187,969.62 |
| Bill Pmt -Check | 09/13/2022 | 7983 | CASH | CIR# 7167 | | 500.00 | 187,469.62 |
| Bill Pmt -Check | 09/13/2022 | 7984 | Jenny Brausch Business Solu... | CIR# 7166 | | 1,836.33 | 185,633.29 |
| Bill Pmt -Check | 09/13/2022 | 7985 | Koontz, Blasquez & Associate... | CIR# 7164 | | 2,800.00 | 182,833.29 |
| Bill Pmt -Check | 09/13/2022 | 7986 | Shaundra Robinson | CIR# 7165 | | 10,890.00 | 171,943.29 |
| Bill Pmt -Check | 09/20/2022 | 7987 | AGSOURCE LABORATORIES | VOID: CIR# 7172 | 0.00 | | 171,943.29 |
| Bill Pmt -Check | 09/20/2022 | 7988 | bio-Med Testing Services, Inc. | CIR# 7169 | | 18.00 | 171,925.29 |
| Bill Pmt -Check | 09/20/2022 | 7989 | Crystal Lake Storage | CIR# 7170 | | 157.00 | 171,768.29 |
| Bill Pmt -Check | 09/20/2022 | 7990 | Staff- Teresa Matteson {V} | CIR# 7174 and 7171 | | 91.26 | 171,677.03 |
| Bill Pmt -Check | 09/20/2022 | 7991 | Staff- Teresa Matteson {V} | CIR# 7173 | | 2.50 | 171,674.53 |
| Bill Pmt -Check | 09/22/2022 | 7992 | AgSource Coop Services | CIR# 7172 | | 31.59 | 171,642.94 |
| Bill Pmt -Check | 09/23/2022 | 7993 | CASH | CIR# 7175 | | 300.00 | 171,342.94 |

5:20 PM

10/27/22

Accrual Basis

Benton Soil & Water Conservation District
Citizens Bank Check Register
As of September 30, 2022

| <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Debit</u> | <u>Credit</u> | <u>Balance</u> | |
|-----------------------------|-------------|------------|-----------------------------------|-----------------------|--------------|-------------------|------------------|-------------------|
| Bill Pmt -Check | 09/27/2022 | 7994 | Willamette Riverkeeper | CIR# 7176 | | 3,745.44 | 167,597.50 | |
| Bill Pmt -Check | 09/27/2022 | 7995 | Advantage Computing & Elec... | CIR#s 7178-7182 | | 1,063.51 | 166,533.99 | |
| Bill Pmt -Check | 09/27/2022 | 7996 | Scholls Valley Native Nursery,... | CIR# 7183 | | 2,033.00 | 164,500.99 | |
| Bill Pmt -Check | 09/27/2022 | 7997 | Sevenoaks Native Nursery LLC | CIR# 7177 | | 870.00 | 163,630.99 | |
| Bill Pmt -Check | 09/27/2022 | 7998 | Staff- Michael Ahr - V | CIR# 7184 | | 7.13 | 163,623.86 | |
| Bill Pmt -Check | 09/27/2022 | 7999 | Mater Investment Company | CIR# 7185: | | 2,002.25 | 161,621.61 | |
| Bill Pmt -Check | 09/27/2022 | 8000 | Staff- Michael Ahr - V | CIR# 7184 | | 42.19 | 161,579.42 | |
| Liability Check | 09/27/2022 | 8001 | SDIS | 03-0018433 CIR# 71... | | 4,758.25 | 156,821.17 | |
| Liability Check | 09/27/2022 | 8002 | VALIC | Group #67994 | | 2,818.68 | 154,002.49 | |
| Total 10100 · Citizens Bank | | | | | | 135,252.11 | 74,476.97 | 154,002.49 |
| TOTAL | | | | | | 135,252.11 | 74,476.97 | 154,002.49 |

Benton Soil & Water Conservation District
Profit & Loss by Class
 July through September 2022

| | General Fund | Project Fund | TOTAL |
|---------------------------------------|-------------------------|-------------------------|-------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 43300 · Grant/Project Administration | 0.00 | 37,871.60 | 37,871.60 |
| 44535 · Taxes Levied | 2,598.51 | 0.00 | 2,598.51 |
| 44540 · ODA Operations | 26,372.00 | 0.00 | 26,372.00 |
| 44545 · ODA Tech, LMA & Scope of Work | 15,383.63 | 0.00 | 15,383.63 |
| 45000 · Interest Income | 2,955.30 | 0.00 | 2,955.30 |
| 47400 · Native Plant Sale Income | 3,666.00 | 0.00 | 3,666.00 |
| 48000 · TRANSFERS IN | 2,266.61 | 0.00 | 2,266.61 |
| Total Income | 53,242.05 | 37,871.60 | 91,113.65 |
| Gross Profit | 53,242.05 | 37,871.60 | 91,113.65 |
| Expense | | | |
| 60000 · MATERIALS & SERVICES | 38,449.08 | 0.00 | 38,449.08 |
| 66000 · PAYROLL EXPENSES | 105,213.41 | 8,561.16 | 113,774.57 |
| 68000 · PROJECTS-SVC-SUPP-MATERIALS | 0.00 | 34,107.91 | 34,107.91 |
| 69400 · TRANSFERS OUT | 0.00 | 2,266.61 | 2,266.61 |
| Total Expense | 143,662.49 | 44,935.68 | 188,598.17 |
| Net Ordinary Income | -90,420.44 | -7,064.08 | -97,484.52 |
| Net Income | -90,420.44 | -7,064.08 | -97,484.52 |

Benton Soil & Water Conservation District
Profit & Loss by Class
 July through September 2022

| | General Fund | Project Fund | TOTAL |
|---|-------------------------|-------------------------|------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 43300 · Grant/Project Administration | 0.00 | 37,871.60 | 37,871.60 |
| 44535 · Taxes Levied | 2,598.51 | 0.00 | 2,598.51 |
| 44540 · ODA Operations | 26,372.00 | 0.00 | 26,372.00 |
| 44545 · ODA Tech, LMA & Scope of Work | 15,383.63 | 0.00 | 15,383.63 |
| 45000 · Interest Income | 2,955.30 | 0.00 | 2,955.30 |
| 46430 · MISCELLANEOUS | 0.00 | 0.00 | 0.00 |
| 47400 · Native Plant Sale Income | 3,666.00 | 0.00 | 3,666.00 |
| 48000 · TRANSFERS IN | | | |
| 48400 · Transfer Admin from Project Fd | 2,266.61 | 0.00 | 2,266.61 |
| Total 48000 · TRANSFERS IN | 2,266.61 | 0.00 | 2,266.61 |
| Total Income | 53,242.05 | 37,871.60 | 91,113.65 |
| Gross Profit | 53,242.05 | 37,871.60 | 91,113.65 |
| Expense | | | |
| 60000 · MATERIALS & SERVICES | | | |
| 61300 · CONFERENCES AND TRAINING | | | |
| 61330 · Registration | 659.81 | 0.00 | 659.81 |
| Total 61300 · CONFERENCES AND TRAINING | 659.81 | 0.00 | 659.81 |
| 61500 · COMMUNITY CONSERVATION PROGRAMS | | | |
| 61530 · Invasives Program | 766.85 | 0.00 | 766.85 |
| 61540 · Native Plant Sale | 3,950.15 | 0.00 | 3,950.15 |
| 61570 · Soil Quality Program | 231.96 | 0.00 | 231.96 |
| Total 61500 · COMMUNITY CONSERVATION PROGI | 4,948.96 | 0.00 | 4,948.96 |
| 62100 · CONTRACTED AND PROF SERVICES | | | |
| 62115 · Audit | 2,800.00 | 0.00 | 2,800.00 |
| 62120 · Computer Support | 1,308.00 | 0.00 | 1,308.00 |
| 62130 · PROFESSIONAL SERVICES | | | |
| 62150 · Accounting | 7,086.09 | 0.00 | 7,086.09 |
| 62170 · Web Design, Logo - Marketing | 1,507.75 | 0.00 | 1,507.75 |
| Total 62130 · PROFESSIONAL SERVICES | 8,593.84 | 0.00 | 8,593.84 |
| 62180 · Consultation/Contracts - NPP | 2,651.25 | 0.00 | 2,651.25 |
| 62190 · Misc Contracted Services | 271.25 | 0.00 | 271.25 |
| Total 62100 · CONTRACTED AND PROF SERVICES | 15,624.34 | 0.00 | 15,624.34 |
| 62300 · Dues/Subscriptions/Fees | 3,719.48 | 0.00 | 3,719.48 |
| 62800 · OFFICE OCCUPANCY | | | |
| 62820 · Rent & Parking | 8,637.00 | 0.00 | 8,637.00 |
| 62830 · Utilities | 1,045.58 | 0.00 | 1,045.58 |
| Total 62800 · OFFICE OCCUPANCY | 9,682.58 | 0.00 | 9,682.58 |
| 65000 · SUPPLIES AND MATERIALS | | | |
| 65010 · COPIER AND SUPPLIES | | | |
| 65012 · Copies | 182.92 | 0.00 | 182.92 |
| 65014 · Lease | 510.16 | 0.00 | 510.16 |

Benton Soil & Water Conservation District
Profit & Loss by Class
 July through September 2022

| | General Fund | Project Fund | TOTAL |
|--|-------------------|------------------|-------------------|
| Total 65010 · COPIER AND SUPPLIES | 693.08 | 0.00 | 693.08 |
| 65030 · Office Supplies | 325.48 | 0.00 | 325.48 |
| 65040 · Postage | 4.00 | 0.00 | 4.00 |
| 65050 · Software/Computer Accessories | 116.26 | 0.00 | 116.26 |
| Total 65000 · SUPPLIES AND MATERIALS | 1,138.82 | 0.00 | 1,138.82 |
| 65110 · PRODUCTION COSTS | | | |
| 65112 · Advertising and Website | 225.84 | 0.00 | 225.84 |
| 65114 · Merchandise | 18.00 | 0.00 | 18.00 |
| Total 65110 · PRODUCTION COSTS | 243.84 | 0.00 | 243.84 |
| 65120 · Insurance & Fidelity Bond | 2,100.32 | 0.00 | 2,100.32 |
| 65320 · Mileage/travel related expenses | 184.41 | 0.00 | 184.41 |
| 65400 · Meetings & Events | 146.52 | 0.00 | 146.52 |
| Total 60000 · MATERIALS & SERVICES | 38,449.08 | 0.00 | 38,449.08 |
| 66000 · PAYROLL EXPENSES | | | |
| 66200 · Wages | 82,200.41 | 6,635.94 | 88,836.35 |
| 66410 · Health, Dental & Life Insurance | 11,225.48 | 1,071.83 | 12,297.31 |
| 66420 · Retirement | 4,978.19 | 298.09 | 5,276.28 |
| 66500 · Payroll Taxes | | | |
| 66510 · FICA Employer | 6,278.99 | 506.76 | 6,785.75 |
| 66520 · SUTA | 468.51 | 46.69 | 515.20 |
| 66530 · OR-WBF | 21.83 | 1.85 | 23.68 |
| Total 66500 · Payroll Taxes | 6,769.33 | 555.30 | 7,324.63 |
| 66800 · Fees | 40.00 | 0.00 | 40.00 |
| Total 66000 · PAYROLL EXPENSES | 105,213.41 | 8,561.16 | 113,774.57 |
| 68000 · PROJECTS-SVC-SUPP-MATERIALS | | | |
| 68010 · Project Contracted Services | 0.00 | 30,424.47 | 30,424.47 |
| 68020 · Project Mileage & Travel | 0.00 | 150.44 | 150.44 |
| 68040 · Project Supplies & Materials | 0.00 | 3,533.00 | 3,533.00 |
| Total 68000 · PROJECTS-SVC-SUPP-MATERIALS | 0.00 | 34,107.91 | 34,107.91 |
| 69400 · TRANSFERS OUT | | | |
| 69440 · Trf PF to General Fund | 0.00 | 2,266.61 | 2,266.61 |
| Total 69400 · TRANSFERS OUT | 0.00 | 2,266.61 | 2,266.61 |
| Total Expense | 143,662.49 | 44,935.68 | 188,598.17 |
| Net Ordinary Income | -90,420.44 | -7,064.08 | -97,484.52 |
| Net Income | -90,420.44 | -7,064.08 | -97,484.52 |

Benton Soil & Water Conservation District
Profit & Loss YTD Comparison
 July through September 2022

| | Jul - Sep 22 | Jul - Sep 21 | \$ Change |
|--|---------------------|---------------------|-------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 43300 · Grant/Project Administration | 37,871.60 | 80,659.19 | -42,787.59 |
| 44535 · Taxes Levied | 2,598.51 | 3,609.45 | -1,010.94 |
| 44540 · ODA Operations | 26,372.00 | 16,128.83 | 10,243.17 |
| 44545 · ODA Tech, LMA & Scope of Work | 15,383.63 | 30,823.19 | -15,439.56 |
| 45000 · Interest Income | 2,955.30 | 1,057.00 | 1,898.30 |
| 46430 · MISCELLANEOUS | | | |
| 46432 · Contributions | 0.00 | 174.00 | -174.00 |
| Total 46430 · MISCELLANEOUS | 0.00 | 174.00 | -174.00 |
| 47400 · Native Plant Sale Income | 3,666.00 | 0.00 | 3,666.00 |
| 48000 · TRANSFERS IN | | | |
| 48400 · Transfer Admin from Project Fd | 2,266.61 | 6,755.99 | -4,489.38 |
| Total 48000 · TRANSFERS IN | 2,266.61 | 6,755.99 | -4,489.38 |
| Total Income | 91,113.65 | 139,207.65 | -48,094.00 |
| Gross Profit | 91,113.65 | 139,207.65 | -48,094.00 |
| Expense | | | |
| 60000 · MATERIALS & SERVICES | | | |
| 61300 · CONFERENCES AND TRAINING | | | |
| 61330 · Registration | 659.81 | 968.00 | -308.19 |
| Total 61300 · CONFERENCES AND TRAINING | 659.81 | 968.00 | -308.19 |
| 61500 · COMMUNITY CONSERVATION PROGRAMS | | | |
| 61510 · Conservation Education (Youth) | 0.00 | 333.00 | -333.00 |
| 61530 · Invasives Program | 766.85 | 250.00 | 516.85 |
| 61540 · Native Plant Sale | 3,950.15 | 1,587.46 | 2,362.69 |
| 61570 · Soil Quality Program | 231.96 | 222.21 | 9.75 |
| Total 61500 · COMMUNITY CONSERVATION PF | 4,948.96 | 2,392.67 | 2,556.29 |
| 62100 · CONTRACTED AND PROF SERVICES | | | |
| 62115 · Audit | 2,800.00 | 2,750.00 | 50.00 |
| 62120 · Computer Support | 1,308.00 | 210.20 | 1,097.80 |
| 62130 · PROFESSIONAL SERVICES | | | |
| 62150 · Accounting | 7,086.09 | 6,251.05 | 835.04 |
| 62170 · Web Design, Logo - Marketing | 1,507.75 | 1,219.00 | 288.75 |
| Total 62130 · PROFESSIONAL SERVICES | 8,593.84 | 7,470.05 | 1,123.79 |
| 62180 · Consultation/Contracts - NPP | 2,651.25 | 0.00 | 2,651.25 |
| 62190 · Misc Contracted Services | 271.25 | 0.00 | 271.25 |
| Total 62100 · CONTRACTED AND PROF SERVI | 15,624.34 | 10,430.25 | 5,194.09 |
| 62300 · Dues/Subscriptions/Fees | 3,719.48 | 3,177.86 | 541.62 |
| 62800 · OFFICE OCCUPANCY | | | |
| 62820 · Rent & Parking | 8,637.00 | 6,449.75 | 2,187.25 |
| 62830 · Utilities | 1,045.58 | 1,368.04 | -322.46 |
| Total 62800 · OFFICE OCCUPANCY | 9,682.58 | 7,817.79 | 1,864.79 |
| 65000 · SUPPLIES AND MATERIALS | | | |
| 65010 · COPIER AND SUPPLIES | | | |

Benton Soil & Water Conservation District
Profit & Loss YTD Comparison
 July through September 2022

| | Jul - Sep 22 | Jul - Sep 21 | \$ Change |
|--|---------------------|---------------------|-------------------|
| 65012 · Copies | 182.92 | 0.00 | 182.92 |
| 65014 · Lease | 510.16 | 593.45 | -83.29 |
| Total 65010 · COPIER AND SUPPLIES | 693.08 | 593.45 | 99.63 |
| 65030 · Office Supplies | 325.48 | 1,180.40 | -854.92 |
| 65040 · Postage | 4.00 | 0.00 | 4.00 |
| 65050 · Software/Computer Accessories | 116.26 | 844.00 | -727.74 |
| Total 65000 · SUPPLIES AND MATERIALS | 1,138.82 | 2,617.85 | -1,479.03 |
| 65110 · PRODUCTION COSTS | | | |
| 65112 · Advertising and Website | 225.84 | 0.00 | 225.84 |
| 65114 · Merchandise | 18.00 | 0.00 | 18.00 |
| Total 65110 · PRODUCTION COSTS | 243.84 | 0.00 | 243.84 |
| 65120 · Insurance & Fidelity Bond | 2,100.32 | 1,655.83 | 444.49 |
| 65320 · Mileage/travel related expenses | 184.41 | 70.00 | 114.41 |
| 65400 · Meetings & Events | 146.52 | 173.90 | -27.38 |
| Total 60000 · MATERIALS & SERVICES | 38,449.08 | 29,304.15 | 9,144.93 |
| 66000 · PAYROLL EXPENSES | | | |
| 66200 · Wages | 88,836.35 | 87,458.75 | 1,377.60 |
| 66410 · Health, Dental & Life Insurance | 12,297.31 | 15,347.39 | -3,050.08 |
| 66420 · Retirement | 5,276.28 | 4,114.42 | 1,161.86 |
| 66500 · Payroll Taxes | | | |
| 66510 · FICA Employer | 6,785.75 | 6,468.02 | 317.73 |
| 66520 · SUTA | 515.20 | 762.72 | -247.52 |
| 66530 · OR-WBF | 23.68 | 28.71 | -5.03 |
| Total 66500 · Payroll Taxes | 7,324.63 | 7,259.45 | 65.18 |
| 66800 · Fees | 40.00 | 40.50 | -0.50 |
| Total 66000 · PAYROLL EXPENSES | 113,774.57 | 114,220.51 | -445.94 |
| 68000 · PROJECTS-SVC-SUPP-MATERIALS | | | |
| 68010 · Project Contracted Services | 30,424.47 | 56,572.75 | -26,148.28 |
| 68020 · Project Mileage & Travel | 150.44 | 146.16 | 4.28 |
| 68040 · Project Supplies & Materials | 3,533.00 | 8,503.28 | -4,970.28 |
| Total 68000 · PROJECTS-SVC-SUPP-MATERIALS | 34,107.91 | 65,222.19 | -31,114.28 |
| 69400 · TRANSFERS OUT | | | |
| 69440 · Trf PF to General Fund | 2,266.61 | 6,755.99 | -4,489.38 |
| Total 69400 · TRANSFERS OUT | 2,266.61 | 6,755.99 | -4,489.38 |
| Total Expense | 188,598.17 | 215,502.84 | -26,904.67 |
| Net Ordinary Income | -97,484.52 | -76,295.19 | -21,189.33 |
| Net Income | -97,484.52 | -76,295.19 | -21,189.33 |

Benton Soil & Water Conservation District
P&L Budget vs. Actual GENERAL FUND
 July through September 2022

| | Jul - Sep 22 | Budget | \$ Over Budget | % of Budget |
|--|-------------------------|---------------------|---------------------------|------------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 43000 · Beginning Balance | 0.00 | 697,346.00 | -697,346.00 | 0.0% |
| 44530 · Benton County Public Works | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 44535 · Taxes Levied | 2,598.51 | 490,000.00 | -487,401.49 | 0.53% |
| 44540 · ODA Operations | 26,372.00 | 26,372.00 | 0.00 | 100.0% |
| 44545 · ODA Tech, LMA & Scope of Work | 15,383.63 | 61,535.00 | -46,151.37 | 25.0% |
| 45000 · Interest Income | 2,955.30 | 3,000.00 | -44.70 | 98.51% |
| 46430 · MISCELLANEOUS | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 47400 · Native Plant Sale Income | 3,666.00 | 10,000.00 | -6,334.00 | 36.66% |
| 48000 · TRANSFERS IN | | | | |
| 48400 · Transfer Admin from Project Fd | 2,266.61 | 31,424.00 | -29,157.39 | 7.21% |
| Total 48000 · TRANSFERS IN | 2,266.61 | 31,424.00 | -29,157.39 | 7.21% |
| Total Income | 53,242.05 | 1,326,677.00 | -1,273,434.95 | 4.01% |
| Gross Profit | 53,242.05 | 1,326,677.00 | -1,273,434.95 | 4.01% |
| Expense | | | | |
| 60000 · MATERIALS & SERVICES | | | | |
| 61300 · CONFERENCES AND TRAINING | | | | |
| 61330 · Registration | 659.81 | | | |
| 61300 · CONFERENCES AND TRAINING | 0.00 | 6,000.00 | -6,000.00 | 0.0% |
| Total 61300 · CONFERENCES AND TRAINING | 659.81 | 6,000.00 | -5,340.19 | 11.0% |
| 61500 · COMMUNITY CONSERVATION PROGRAMS | | | | |
| 61510 · Conservation Education (Youth) | 0.00 | 7,700.00 | -7,700.00 | 0.0% |
| 61520 · Conservation Incentive Program | 0.00 | 3,333.00 | -3,333.00 | 0.0% |
| 61530 · Invasives Program | 766.85 | 3,333.00 | -2,566.15 | 23.01% |
| 61540 · Native Plant Sale | 3,950.15 | 20,000.00 | -16,049.85 | 19.75% |
| 61570 · Soil Quality Program | 231.96 | 3,334.00 | -3,102.04 | 6.96% |
| Total 61500 · COMMUNITY CONSERVATION PROGRAMS | 4,948.96 | 37,700.00 | -32,751.04 | 13.13% |
| 62100 · CONTRACTED AND PROF SERVICES | | | | |
| 62115 · Audit | 2,800.00 | 6,000.00 | -3,200.00 | 46.67% |
| 62120 · Computer Support | 1,308.00 | 4,000.00 | -2,692.00 | 32.7% |
| 62130 · PROFESSIONAL SERVICES | | | | |
| 62150 · Accounting | 7,086.09 | | | |
| 62160 · Facilitation | 0.00 | 7,000.00 | -7,000.00 | 0.0% |
| 62170 · Web Design, Logo - Marketing | 1,507.75 | | | |
| 62130 · PROFESSIONAL SERVICES | 0.00 | 33,000.00 | -33,000.00 | 0.0% |
| Total 62130 · PROFESSIONAL SERVICES | 8,593.84 | 40,000.00 | -31,406.16 | 21.49% |
| 62180 · Consultation/Contracts - NPI | 2,651.25 | 10,000.00 | -7,348.75 | 26.51% |
| 62190 · Misc Contracted Services | 271.25 | | | |
| Total 62100 · CONTRACTED AND PROF SERVICES | 15,624.34 | 60,000.00 | -44,375.66 | 26.04% |
| 62300 · Dues/Subscriptions/Fees | 3,719.48 | 11,000.00 | -7,280.52 | 33.81% |
| 62800 · OFFICE OCCUPANCY | | | | |
| 62810 · Alarm & Janitorial Services | 0.00 | 500.00 | -500.00 | 0.0% |

Benton Soil & Water Conservation District
P&L Budget vs. Actual GENERAL FUND
 July through September 2022

| | Jul - Sep 22 | Budget | \$ Over Budget | % of Budget |
|---|-------------------------|-------------------|---------------------------|------------------------|
| 62820 · Rent & Parking | 8,637.00 | 28,000.00 | -19,363.00 | 30.85% |
| 62830 · Utilities | 1,045.58 | 4,000.00 | -2,954.42 | 26.14% |
| Total 62800 · OFFICE OCCUPANCY | 9,682.58 | 32,500.00 | -22,817.42 | 29.79% |
| 65000 · SUPPLIES AND MATERIALS | | | | |
| 65010 · COPIER AND SUPPLIES | | | | |
| 65012 · Copies | 182.92 | | | |
| 65014 · Lease | 510.16 | 3,000.00 | -2,489.84 | 17.01% |
| Total 65010 · COPIER AND SUPPLIE | 693.08 | 3,000.00 | -2,306.92 | 23.1% |
| 65020 · Equipment | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 65030 · Office Supplies | 325.48 | 2,500.00 | -2,174.52 | 13.02% |
| 65040 · Postage | 4.00 | 500.00 | -496.00 | 0.8% |
| 65050 · Software/Computer Accesso | 116.26 | 4,000.00 | -3,883.74 | 2.91% |
| Total 65000 · SUPPLIES AND MATERIAL | 1,138.82 | 15,000.00 | -13,861.18 | 7.59% |
| 65110 · PRODUCTION COSTS | | | | |
| 65112 · Advertising and Website | 225.84 | 1,500.00 | -1,274.16 | 15.06% |
| 65114 · Merchandise | 18.00 | 500.00 | -482.00 | 3.6% |
| 65116 · Newsletters | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 65118 · Publications | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Total 65110 · PRODUCTION COSTS | 243.84 | 5,000.00 | -4,756.16 | 4.88% |
| 65120 · Insurance & Fidelity Bond | 2,100.32 | 6,000.00 | -3,899.68 | 35.01% |
| 65160 · Miscellaneous | 0.00 | 200.00 | -200.00 | 0.0% |
| 65320 · Mileage/travel related expenses | 184.41 | 3,000.00 | -2,815.59 | 6.15% |
| 65400 · Meetings & Events | 146.52 | 2,100.00 | -1,953.48 | 6.98% |
| Total 60000 · MATERIALS & SERVICES | 38,449.08 | 178,500.00 | -140,050.92 | 21.54% |
| 66000 · PAYROLL EXPENSES | | | | |
| 66200 · Wages | 82,200.41 | 373,671.00 | -291,470.59 | 22.0% |
| 66410 · Health, Dental & Life Insurance | 11,225.48 | 59,155.00 | -47,929.52 | 18.98% |
| 66420 · Retirement | 4,978.19 | 24,280.00 | -19,301.81 | 20.5% |
| 66500 · Payroll Taxes | | | | |
| 66510 · FICA Employer | 6,278.99 | | | |
| 66520 · SUTA | 468.51 | | | |
| 66530 · OR-WBF | 21.83 | | | |
| 66500 · Payroll Taxes - Other | 0.00 | 32,308.00 | -32,308.00 | 0.0% |
| Total 66500 · Payroll Taxes | 6,769.33 | 32,308.00 | -25,538.67 | 20.95% |
| 66800 · Fees | 40.00 | 300.00 | -260.00 | 13.33% |
| Total 66000 · PAYROLL EXPENSES | 105,213.41 | 489,714.00 | -384,500.59 | 21.49% |
| 69100 · Capital Outlay | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 69200 · Contingency | 0.00 | 84,973.00 | -84,973.00 | 0.0% |
| 69400 · TRANSFERS OUT | | | | |
| 69410 · Trf GF to Building Reserve Fd | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| Total 69400 · TRANSFERS OUT | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 69600 · Reserved for Future Expenditure | 0.00 | 233,959.00 | -233,959.00 | 0.0% |
| 69800 · Unappropriated Fund Balance | 0.00 | 329,531.00 | -329,531.00 | 0.0% |

Benton Soil & Water Conservation District
P&L Budget vs. Actual GENERAL FUND
July through September 2022

| | Jul - Sep 22 | Budget | \$ Over Budget | % of Budget |
|----------------------------|-------------------------|---------------|---------------------------|------------------------|
| Total Expense | 143,662.49 | 1,326,677.00 | -1,183,014.51 | 10.83% |
| Net Ordinary Income | -90,420.44 | 0.00 | -90,420.44 | 100.0% |
| Net Income | -90,420.44 | 0.00 | -90,420.44 | 100.0% |

Benton Soil & Water Conservation District
P&L Budget vs. Actual PROJECT FUND
 July through September 2022

| | Jul - Sep 22 | Budget | \$ Over Budget | % of Budget |
|--|-------------------------|--------------------|-------------------------|----------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 43300 · Grant/Project Administration | 37,871.60 | 330,192.00 | -292,320.40 | 11.47% |
| Total Income | <u>37,871.60</u> | <u>330,192.00</u> | <u>-292,320.40</u> | <u>11.47%</u> |
| Gross Profit | 37,871.60 | 330,192.00 | -292,320.40 | 11.47% |
| Expense | | | | |
| 66000 · PAYROLL EXPENSES | | | | |
| 66200 · Wages | 6,635.94 | 31,220.00 | -24,584.06 | 21.26% |
| 66410 · Health, Dental & Life Insurance | 1,071.83 | 8,723.00 | -7,651.17 | 12.29% |
| 66420 · Retirement | 298.09 | 1,837.00 | -1,538.91 | 16.23% |
| 66500 · Payroll Taxes | | | | |
| 66510 · FICA Employer | 506.76 | 0.00 | 506.76 | 100.0% |
| 66520 · SUTA | 46.69 | 0.00 | 46.69 | 100.0% |
| 66530 · OR-WBF | 1.85 | 0.00 | 1.85 | 100.0% |
| 66500 · Payroll Taxes - Other | 0.00 | 4,132.00 | -4,132.00 | 0.0% |
| Total 66500 · Payroll Taxes | <u>555.30</u> | <u>4,132.00</u> | <u>-3,576.70</u> | <u>13.44%</u> |
| Total 66000 · PAYROLL EXPENSES | <u>8,561.16</u> | <u>45,912.00</u> | <u>-37,350.84</u> | <u>18.65%</u> |
| 68000 · PROJECTS-SVC-SUPP-MATERIALS | | | | |
| 68010 · Project Contracted Services | 30,424.47 | 0.00 | 30,424.47 | 100.0% |
| 68020 · Project Mileage & Travel | 150.44 | 0.00 | 150.44 | 100.0% |
| 68040 · Project Supplies & Materials | 3,533.00 | 0.00 | 3,533.00 | 100.0% |
| 68000 · PROJECTS-SVC-SUPP-MATERIALS | 0.00 | 252,856.00 | -252,856.00 | 0.0% |
| Total 68000 · PROJECTS-SVC-SUPP-MATERIALS | <u>34,107.91</u> | <u>252,856.00</u> | <u>-218,748.09</u> | <u>13.49%</u> |
| 69400 · TRANSFERS OUT | | | | |
| 69440 · Trf PF to General Fund | 2,266.61 | 31,424.00 | -29,157.39 | 7.21% |
| Total 69400 · TRANSFERS OUT | <u>2,266.61</u> | <u>31,424.00</u> | <u>-29,157.39</u> | <u>7.21%</u> |
| Total Expense | <u>44,935.68</u> | <u>330,192.00</u> | <u>-285,256.32</u> | <u>13.61%</u> |
| Net Ordinary Income | <u>-7,064.08</u> | <u>0.00</u> | <u>-7,064.08</u> | <u>100.0%</u> |
| Net Income | <u>-7,064.08</u> | <u>0.00</u> | <u>-7,064.08</u> | <u>100.0%</u> |

September 2022 Qtrly All Grant Projects Financial Report

| Project Name | Grant # | Funding Agency | Start Date | End Date | Status | Final Report Due Date | Fund Amount | (INCOME) Received to | Earned Income to | (EXPENSES) Spent to | Unearned Funds | Remaining balance to | Grant Manager | Grant Report Dates | How grant funds are received | Admin Expected | Admin Earned | Admin Remaining |
|---|-------------|----------------|------------|------------|--------|-----------------------|-------------|----------------------|------------------|---------------------|----------------|----------------------|---------------|--------------------------------------|--|----------------|--------------|-----------------|
| UMC SIA Station 2 Match | | Donation | | | Open | | 8,000 | 8,000 | 7,753 | 7,753 | 247 | 0 | TM | | Donation from George Ice | 0 | 0 | 0 |
| Ludwigia Management Alternatives | 19100538 | MMT | 12/1/2019 | 7/31/2023 | Open | 9/15/2023 | 27,742 | 27,742 | 7,970 | 7,970 | 19,772 | 0 | MA | Interim Report: 1/1/2021 & 1/1/2022. | 100% of funds at beginning of grant | 2,522 | 725 | 1,797 |
| State of the River Synthesis | 20010715 | MMT | 2/1/2020 | 6/30/2023 | Open | 8/15/2023 | 80,000 | 80,000 | 77,487 | 77,487 | 2,513 | 0 | MA | Interim 2/1/2021 & Final 8/15/2023 | 100% of funds at beginning of grant | 12,000 | 10,159 | 1,841 |
| Willamette Mainstem Restoration Opportunities and Strategies for Engagement | 20100515 | MMT | 11/1/2020 | 4/30/2023 | Open | 6/30/2023 | 70,164 | 70,164 | 14,868 | 14,868 | 55,296 | 0 | MA | 5/15/21 & 6/30/23 | 100% of funds at beginning of grant | 6,379 | 1,352 | 5,027 |
| Willamette Weed Control and Landowner Engagement | ODA 4364-GR | ODA | 4/27/2022 | 6/30/2023 | Open | 6/30/2023 | 15,000 | 7,500 | 1,825 | 1,825 | 5,675 | 7,500 | MA | 1/30/23, 6/30/23 | *50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA | 1,364 | 166 | 1,198 |
| Purge the Spurge! EDRR and Community Outreach | 2020-33-011 | ODA-OSWB | 2/28/2020 | 9/30/2021 | Open | 11/29/2021 | 8,808 | 7,870 | 7,870 | 7,870 | 0 | 938 | MA | | *50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA | 801 | 715 | 86 |
| Purge the Spurge Outreach | 2022-35-014 | ODA-OSWB | 2/24/2022 | 4/30/2023 | Open | 6/30/2023 | 9,971 | 4,986 | 4,833 | 4,833 | 153 | 4,986 | MA | 9/30/22, 6/30/23 | *50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA | 907 | 439 | 468 |
| WRAWM 8 | 2022-35-015 | ODA-OSWB | 2/24/2022 | 4/30/2023 | Open | 6/30/2023 | 28,430 | 14,215 | 9,928 | 9,928 | 4,287 | 14,215 | MA | 9/30/22, 6/30/23 | *50% of funds received at start of grant *25% of funds are received after interim grant report submitted and approved by ODA *final funds are received after final grant report submitted and approved by ODA | 2,585 | 903 | 1,682 |
| Horse Island for Clean Water | 09-022-002 | OWEB | 3/30/2022 | 3/30/2024 | Open | 3/30/2024 | 12,100 | 10,890 | 10,890 | 10,890 | 0 | 1,210 | DS | 3/30/2024, 3/30/2026 | no funds received at start of grant; funds received by reimbursement of invoices/receipts submitted by BSWCD two times total (including final); OWEB holds last 10% of funds until they receive and approve of Final Report at end of grant. | | | 0 |
| Fackrell Soil & Water Imp | 09-20-002 | OWEB | 12/5/2020 | 10/16/2022 | Open | 12/16/2022 | 10,123 | 2,370 | 2,370 | 2,370 | 0 | 7,753 | DS | 12/16/2022, 10/16/2024 | no funds received at start of grant; funds received by reimbursement of invoices/receipts submitted by BWCD two | 1,012 | 215 | 797 |

September 2022 Qtrly All Grant Projects Financial Report

| Project Name | Grant # | Funding Agency | Start Date | End Date | Status | Final Report Due Date | Fund Amount | (INCOME) Received to | Earned Income to | (EXPENSES) Spent to | Unearned Funds | Remaining balance to | Grant Manager | Grant Report Dates | How grant funds are received | Admin Expected | Admin Earned | Admin Remaining |
|--|----------------|----------------|------------|------------|--------|-----------------------|----------------|----------------------|------------------|---------------------|----------------|----------------------|---------------|--|--|----------------|---------------|-----------------|
| Carson Riparian Buffer Access Control | 09-20-003 | OWEB | 3/18/2021 | 1/26/2023 | Open | 3/26/2023 | 14,889 | 13,400 | 13,400 | 13,400 | 0 | 1,489 | DS | 3/26/2023, 3/26/2025 | no funds received at start of grant; funds received by reimbursement of invoices/receipts submitted by BSWCD two times total (including final); OWEB holds last 10% of funds until they receive and approve of Final Report at end of grant. | 1,353 | 1,218 | 135 |
| 100 Acre Wood Habitat | 217-3002- | OWEB | 10/25/2016 | 6/30/2022 | Open | 8/30/2022 | 25,278 | 20,944 | 20,944 | 20,944 | 0 | 4,334 | DS | Project completion only | When expenses >\$250 occur; invoices and | 2,298 | 1,901 | 397 |
| OWEB SIA grant | 218-8010-16782 | OWEB | 3/4/2019 | 12/22/2023 | Open | 12/22/2023 | 125,000 | 64,896 | 64,896 | 65,378 | -482 | 60,104 | DS | Multiple dates (6/17/2019, 12/16/2019, 6/14/2020, 12/14/2020, 6/14/2021, | | 11,364 | 5,861 | 5,503 |
| 2019 Supplemental Data Collection for WFIP Effectiveness Monitoring (Phase 3) | 218-8390-17212 | OWEB | 2/4/2020 | 12/31/2022 | Open | 12/31/2022 | 100,000 | 84,735 | 84,735 | 84,826 | -91 | 15,265 | MA | Interim Report: 12/31/2020 & Final Report: 2/28/2022 | When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted | 9,091 | 7,703 | 1,388 |
| Building soil-minded relationships for resilient | 219-9001-19457 | OWEB | 8/3/2021 | 6/15/2023 | Open | 6/15/2023 | 45,967 | 19,215 | 20,070 | 20,070 | -855 | 26,752 | TM | Reports are submitted with Request for release | Fund requests (OWEB website/manage your grant/payments & budget. Request | 4,179 | 1,747 | 2,432 |
| J2E RTR Project | 220-3033-17504 | OWEB | 4/22/2020 | 6/30/2025 | Open | 6/30/2025 | 239,915 | 76,780 | 76,780 | 76,780 | 0 | 163,135 | DS | 6/30/2028 and 6/30/2030 | | 23,084 | 6,793 | 16,291 |
| Willamette FIP Effectiveness Monitoring Program Phase 4: Data Collection 2020-2021 and Reporting | 220-8201-17233 | OWEB | 1/1/2020 | 12/31/2022 | Open | 2/28/2023 | 119,988 | 113,300 | 118,937 | 118,937 | -5,637 | 6,688 | MA | Interim Report: 6/30/2021 & Final Report: 2/28/2023 | When expenses >\$250 occur; invoices and financial tracking spreadsheet submitted. Up to 10% of grant will be held until final report is complete. | 10,908 | 10,300 | 608 |
| Total | | | | | | | 941,375 | 627,008 | | | | 314,367 | | | | | 50,197 | 39,651 |



Student Associate Director Appointment, Roles, and Responsibilities

This document describes the appointment, roles, and responsibilities of the Oregon State University (**OSU**) - North American Youth Parliament for Water (**NAYPW**) **Student Associate Director** of Benton Soil & Water Conservation District (**BSWCD**).

Associate Directors are valuable contributors to **BSWCD**. They expand the knowledge base that supports **BSWCD**, provide additional community input, and strengthen the Board's decision-making process.

Appointment

Associate Directors are volunteers appointed by the **BSWCD** Board of Directors and serve without pay. The **BSWCD** Board should record in its minutes when an Associate Director is appointed, removed, or resigns. The **Student Associate Director** must be a Benton County resident and of voting age.

Roles and Responsibilities

The **Student Associate Director's** term of service is a minimum of one academic year and a full term maximum of two years. At the end of the term, the Student Associate Director could be reappointed for another term or a different student could be appointed. The **Student Associate Director** is required to attend at least four regular **BSWCD** Board meetings per academic year. The November Board meeting will be attended by the candidate **Student Associate Director** and marks the beginning of the **Student Associate Director's** term of service.

Associate Directors do not vote on **BSWCD** Board decisions. As an individual, the Student Associate Director does not speak for, or represent, the **BSWCD** Board. However, while serving in the role of Student Associate Director, the incumbent can augment the **BSWCD** Board's knowledge and experience and assist with the **BSWCD** programs and activities.

The **Student Associate Director** will be a representative of the **NAYPW** network in the **OSU** community. The individual in this role will fulfill responsibilities and meet expectations from the two organizations they will link: **BSWCD** and the **OSU/NAYPW** club community.



BSWCD Expectations of the Student Associate Director

Through their connection with the **OSU/NAYPW** club community, the **Student Associate Director** will participate in and support **BSWCD** activities in the following ways:

- Attend quarterly check-in meetings with designated **BSWCD** staff liaison (most frequently the Communications and Community Engagement Coordinator) to identify and coordinate joint efforts between **OSU/NAYPW-BSWCD** and to ensure that the expectations of this agreement are being met by both parties. These meetings will take place outside of **BSWCD** Board meetings.
- Serve as primary point of contact for organizing volunteer opportunities between the **NAYPW** club, **OSU** campus, and **BSWCD**.
- Participate in and support **BSWCD** activities and events by:
 - Coordinating directly with appropriate **BSWCD** staff person on program-specific volunteer opportunities;
 - Participating in training opportunities, where appropriate;
 - Attending the District's annual meeting, if possible;
 - In partnership with **BSWCD**, helping to develop, promote*, and contribute to **OSU/NAYPW/BSWCD** activities based on student community interest, experience level, and availability.

NAYPW Expectations of the Student Associate Director

Within the **OSU/NAYPW** community, the **Student Associate Director** will:

- Promote, advertise, and coordinate any volunteer opportunities with **BSWCD**.*
- Develop OSU student volunteer teams from campus and get students to sign up for volunteer shifts for **BSWCD** programs and events.
- Secure university permission for driving and vanpools. **BSWCD** does not provide vehicle insurance.
- Develop presentations/reports/summaries/announcements/and other communications for **OSU** campus **NAYPW** members about **BSWCD**'s priority conservation topics.*
- Help raise awareness of **OSU/NAYPW-BSWCD** partnership activities and opportunities, including but not limited to developing oral and written reports to **BSWCD** and **NAYPW** Board members and club community, social media promotion, etc.*

*Any communications materials (written or verbal, including but not limited to social media) created by **NAYPW** students for the **NAYPW/BSWCD** partnership must be reviewed and approved by the **BSWCD Communications Coordinator** before being distributed/posted. Any communications materials created by **BSWCD** featuring members of the **NAYPW** or World Youth Parliament for Water regarding the **NAYPW/BSWCD** partnership should be reviewed and approved by the **Student Associate Director** prior to distribution.



Board Member Application

Benton SWCD board members play a leadership role in executing our mission: to engage Benton County residents in the conservation and stewardship of natural resources for current and future generations. Benton SWCD provides services that encourage people to value and enhance resilient habitats from the floodplains of the Willamette River to the mountains and valleys of the Coast Range. To learn more about how we achieve our mission, read our [Strategic Plan](#).

Name: _____ Date: _____

Address: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

Are you a resident of Benton County? _____ Are you a registered voter? _____

What position are you applying for? (Click on one.)

Zone Director* At-Large Director Associate Director

*If you selected Zone Director, which Zone? _____ ([Click here for zone map](#))

Eligibility Requirements are different for the three positions listed above. For Zone Director and At-large Director Eligibility Requirements [click here](#). For Associate Director Requirements, [click here](#).

Why do you want to serve on the Benton SWCD Board?

Describe past experiences or positions held that would assist you as a board member.

Continued →



Outline strengths, abilities, and talents that you would bring to the board.

In your opinion, what is the most important role of a board member?

If appointed, would you be able to serve the entire term? _____

For information about the election process, [click here](#).

Please submit your application to:

Benton SWCD Operations Manager
456 SW Monroe Ave., Suite 110
Corvallis, OR 97333

Or email completed application form to:
office@bentonswcd.org



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Continued →



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MIDDLE WILLAMETTE



Agricultural Water Quality Management Area Plan and Rules

The Oregon Legislature passed the Agricultural Water Quality Management Act in 1993. It requires the Oregon Department of Agriculture (ODA) to prevent and control water pollution from agricultural activities.

As a result, ODA worked with local advisory committees to develop Water Quality Management Area Plans and Rules throughout the state. Area Plans are reviewed and updated by ODA and the local advisory committee every two years. The original Middle Willamette Area Plan and Rules were approved by ODA in 2002.

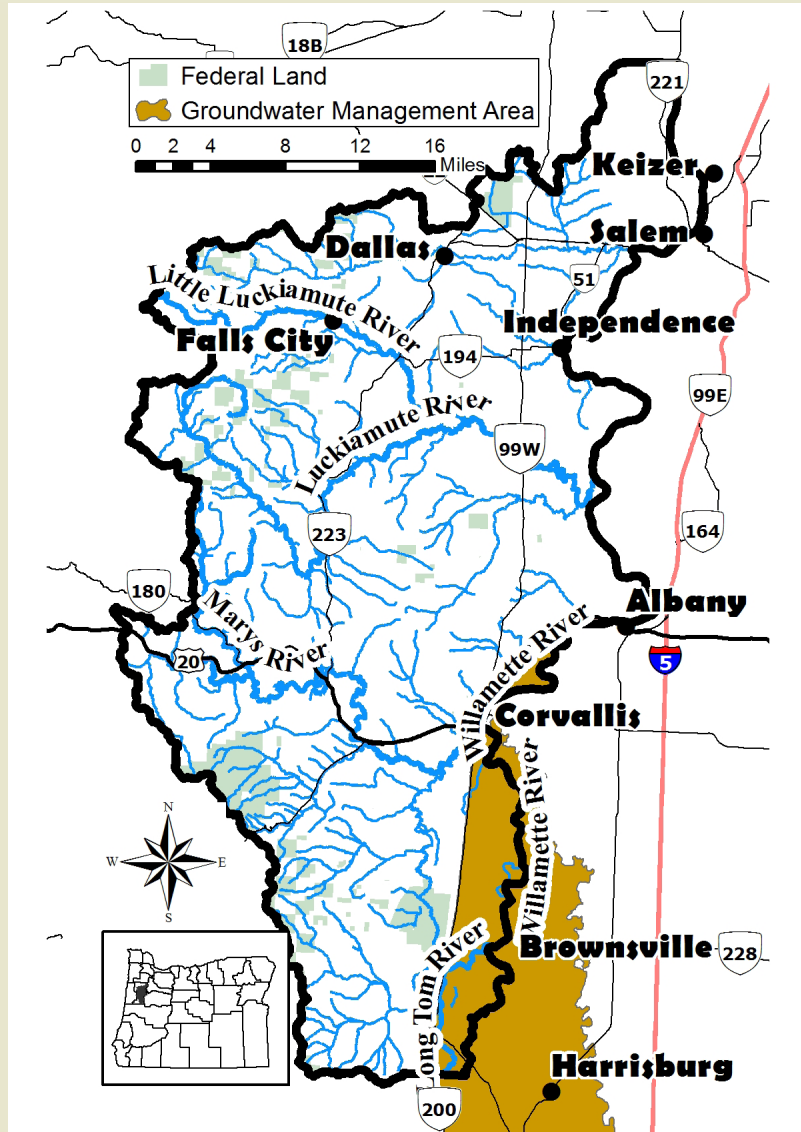
THE AREA PLAN

The Area Plan guides local landowners and their conservation partners on how to prevent pollution. It includes information on agricultural water quality concerns and recommendations for addressing them.

The Area Plan does not tell anyone how to farm, ranch, or otherwise use natural resources. Rather, it includes recommended practices from which a landowner can choose. The practices can help meet business and conservation goals, while also preventing water pollution.

Agricultural water quality concerns in the Middle Willamette area are primarily:

- Temperature.
- Bacteria.
- Dissolved oxygen.
- pH.
- Mercury.



THE AREA RULES

The Agricultural Water Quality Program focuses on voluntary and cooperative efforts by landowners and others to protect water quality.

However, the Agricultural Water Quality Management Act also includes enforcement to ensure prevention

CONTINUED ON BACK

THE AREA RULES

CONTINUED FROM FRONT

and control of water pollution from agricultural sources.

Area Rules allow landowners flexibility in how they protect water quality. Area Rules describe conditions that landowners must achieve on agricultural lands, rather than practices they must implement.

All agricultural landowners must allow vegetation along:

- Year-round streams to provide shade, stabilize banks, and filter out pollutants from overland flows.
- Seasonal streams to stabilize banks and filter out pollutants from overland flows.

In addition, landowners must not pollute ground or surface water by discharging wastes* into waters of the state or placing any wastes in a location where they are likely to enter waters of the state.**

* Wastes include excess soil, manure, fertilizer, or other substances that can pollute water.

** Waters of the state include ponds, groundwater, canals, ditches, and rivers.

The local advisory committee helped ODA develop Area Rules (Oregon Administrative Rules 603-095-0640) specifically for the Middle Willamette area. These Rules address water quality issues identified in the Area Plan.

MORE INFORMATION

Benton Soil and Water Conservation District: (541) 753-7208

Polk Soil and Water Conservation District: (503) 623-9680

Oregon Department of Agriculture:
Jo Morgan, Water Quality Specialist,
(503) 986-4712, jmorgan@oda.state.or.us

Agricultural Water Quality Program at ODA: (503) 986-4700,
<http://bit.do/AgWQPlans>

DO THE AREA PLAN AND AREA RULES APPLY TO ME?

The Area Plan and Area Rules apply to all agricultural lands. This includes lands in current agricultural use and those lying idle or on which management has been deferred. They also apply to agricultural activities within incorporated city boundaries, urban growth boundaries, and non-federal forest lands.

WHAT SHOULD I DO?

Landowners should evaluate their agricultural activities and try to determine if they might:

- Pollute streams, canals, or groundwater.
- Prevent growth of appropriate vegetation along streams.

Then change any problem practices to ensure compliance with the Area Rules and to protect water quality.

WHO CAN HELP?

Benton and Polk Soil and Water Conservation Districts (SWCDs) are the primary sources of landowner assistance to address water quality concerns. SWCDs are nonregulatory local organizations that can help or direct landowners to additional sources of help.

MID WILLAMETTE

Agricultural Water Quality Management Area

Biennial Review Report to the Board of Agriculture and ODA Director

Submitted by the Local Advisory Committee (LAC)



OREGON
DEPARTMENT OF
AGRICULTURE

| |
|---|
| Meeting Date(s): |
| LAC Members Present: |
| Reporting Time Frame: Calendar years |

PROGRESS MEASUREMENT

This was a Light Review; progress toward Measurable Objectives will be reported at the next Full Review.

| Activities (list entities here in red) | # | Discussion |
|---|------------|---|
| Events That Actively Engage Landowners | 6 10 | Fairs, farmers markets, plant sales, courses, classes, workshops, social night, webinar Native Plant sales, cover crops, native plants |
| Landowners Participating in Active Events | 141 638 | A lot of active engagement focused on ag WQ and funding availability Plant sale tours and workshops |
| Landowners Provided Technical Assistance* | 14 98+ | Pasture management Various assistance on ag water quality |
| Site Visits | 19 78 | |
| Conservation Plans Written | 1 6 | 179.3 acres |
| Funding Applications Submitted | 1 5 | Four OWEB small grants, on technical assistance with soil health |
| Funding Applications Awarded | 0 4 | Riparian restoration (2), manure composting/paddock (2), 1 soil health |

* Number reported likely double-counts some landowners due to tracking methods.

LAC DISCUSSION

| |
|--|
| Summary of Progress |
| |
| Impediments |
| |
| Recommended Modifications and Adaptive Management |
| |

ODA COMPLIANCE ACTIVITIES

| Location | Cases | | Site Visits | Agency Actions | | | | |
|-------------|-------|--------|-------------|-----------------------|-------------------------|------------------------------|-------------------------|---------------|
| | New | Closed | | Letter of Compliance | | Pre-Enforcement Notification | Notice of Noncompliance | Civil Penalty |
| | | | | Already in compliance | Brought into compliance | | | |
| Outside SIA | 6 | 4 | 11 | 2 | 2 | 6 | 0 | 0 |
| Within SIA | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 0 |



Mid Willamette
Agricultural Water Quality Management Area
2022 Biennial Review

Note: This is a "Light Review". ODA is not revising the Area Plan in 2022. It will be revised in 2024.

LAC MEMBERS: Eric Horning (Chair), Bogdan Caceu, Frank Bricker, Frank Nusbaum, George Ice, Jock Dalton, Larry Venell, Madeline Hall, Mark Taratoot, Scott Setniker

| DATE | LOCATION |
|---------------------------------|--|
| Nov 16th 2022 | Virtual / Online hybrid Meeting Zoom: https://us02web.zoom.us/j/86900417229?pwd=WVNydDVTb3gxWUJTSUo5TTEtSHRHUT09 Meeting ID: 869 0041 7229 Passcode: 818206 One tap mobile +13462487799,,86900417229#,,,,*818206# US (Houston) +16694449171,,86900417229#,,,,*818206# US Dial by your location +1 253 215 8782 US (Tacoma) +1 309 205 3325 US Meeting ID: 869 0041 7229 Passcode: 818206 Find your local number: https://us02web.zoom.us/j/86900417229?pwd=WVNydDVTb3gxWUJTSUo5TTEtSHRHUT09 |

| FACILITATOR | CONTACT EMAIL |
|--|---|
| Olivia Jasper and Theresa Debardelaben | olivia.jasper@oda.oregon.gov; theresa.debardelaben@oda.oregon.gov |

| TIME | AGENDA ITEM |
|-------------------------|---|
| <i>5:45 PM (15 min)</i> | <i>Pre-Meeting Informal Time; Test "Zoom" Meeting Functions</i> |
| 6:00 (10 min) | Call Meeting to Order / Welcome / Introductions |
| 6:10 (15 min) | ODA Ag Water Quality Program Update |
| 6:25 (10 min) | Polk Focus Area update |
| 6:35 (10 min) | Benton SWCD update and Soil Health overview |
| 6:45 (10 min) | Mercury TMDL update |
| 6:55 (35 min) | LAC Report to Board of Agriculture (BOA): Discussion of AgWQ Implementation, Progress, Impediments, Modific |
| 7:30 (5 min) | Recruiting additional LAC members (if needed) |
| 7:35 (5 min) | Expectations for next Biennial Review |
| 7:40 (5 min) | Next Steps and Adjourn |



Benton Soil and Water CONSERVATION DISTRICT

Date: November 1, 2022

To: Benton SWCD Directors

From: Holly Crosson, Executive Director

Re: October 2022 Monthly Report for November Board Packet

Operations (filling in on these tasks until new Operations staff hired)

- Responded to General Election questions/comments from ODA, Board members, and the public. (5.4)
- Responded to SDIS underwriters about coverage under our Workers Comp policy, and coverage for volunteers and Directors under general liability policy. (5.16)
- Updated monthly Employee Datasheet with staff changes and benefits costs. (5.14)
- Updated BSWCD Board and staff contact list for OACD Directory. (5.17)
- Updated Annual Report Notebook. (5.3)
- Researched room rental options and costs at Corvallis Museum and Corvallis Community Center. (5.3)
- Met with Catherine Mater about outstanding issues from the OSHA consultation (electrical panel labeling; emergency procedures for Renaissance Building). (5.16)
- Checked L. Lovett's email inbox, USPS mailbox, filed timesheets/paystubs, etc. (5.17)

PROGRAMS/PROJECTS/PARTNERSHIPS

- Signed support letter for Oregon Agricultural Trust's stakeholder engagement grant proposal to OWEB. (4.1)
- Completed Donna's draft budget resolution for Mitchell Oak restoration project (\$96,646). (1.3)
- Explored Oregon Conservation and Recreation Fund grantmaking pages on the ODFW website for potential submittal in 2023. (4.8)
- Responded to an inquiry about participating in SkillBridge with a US Marine Corps veteran who is retiring in 2023 and wants to do a BSWCD internship (he also owns family farm in Corvallis). (4.7)

FISCAL

- Reviewed draft FY22 audit; forwarded draft to Board; set up audit meeting for Nov 15. (5.11)
- Reviewed/authorized/completed/submitted: staff timesheets, payroll, invoices, CIRs (check issuance requests), EFTs (electronic funds transfers) for bill

payment, fiscal admin and accounting on grants, journal entry approvals, monthly financial reports, checks, credit card and bank statements, account reconciliations, bank deposits, and LGIP balance. (5.6 & 5.7)

- Held weekly meetings with bookkeeper. (5.8)
- Began researching types of financial management software that partners use. (5.17)

PERSONNEL/TRAINING

- Posted required flyer on Paid Leave Oregon in storage/break room at office and sent poster to all employees. (5.12)
- Continued to train communications staff, Sara Roberts, hired in August. (5.12)
- Reviewed Operations Coordinator applications; drafted interview questions; set up interview with candidate, Michael, and Sara; conducted interview and followed up with candidate; updated questions for references. (5.12)
- Signed transfer of retirement account form for previous employee. (5.13)
- Attended 2-day OACD Annual Meeting. (5.12)
- Viewed 30-minute training video from Department of Human Services for Mandatory Reporters. (5.16)
- Attended Champinefu Series webinar. (3.8)

BOARD

- Revised Roles and Responsibilities of student Associate Director position. (5.4)
- Reviewed Associate Director applications from Aubrey Cloud, and Henry Pitts (NAYPW - North American Youth Parliament for Water). (5.4)
- Lined up speakers for Board meetings in November (NAYPM) and December (OAT - Oregon Agricultural Trust). (5.4)
- Read SWCD Guidebook updates from ODA. (5.17)
- Read summary report with results on Director Eligibility Criteria from OACD/SWCC survey, and potential options for ORS changes (sent to Board/staff). (5.4)

SAFETY/IT

- Addressed 2-day office internet outage with Comcast and Advantage Computing. (5.17)
- Met with Jim about Microsoft 365 intrusions and new cyber security policy. (5.16)
- Dealt with multiple VPN and Outlook failures. (5.17)

DEIJ

- Wrote measurable outcomes for Equity in Strategic Plan. (3.8)

Date: November 3, 2022
To: Benton SWCD Directors
From: Michael Ahr
Re: Staff Report for October 2022



In parentheses, note the District workplan goal and task that each item relates to. For example, (1.6) would mean that the item related to task 6 under Goal 1 in the work plan.

Conservation Program Manager

- Met with partners about a potential Oak focused Regional Conservation Partnership Program (RCPP), which would bring funding to landowners who are interested in enhancing this habitat on their property. This included 2 meetings and a phone conversation this month (1.4, 4.1, 4.8)
- Attended a quarterly meeting on the ODA Strategic Implementation Area program. I was pleased that Donna shared with the group that the water quality monitoring has been very time-consuming for our organization. (1.7)
- Assisted in interview for the Operations Coordinator position (5.12)
- Two “check-in” meetings with Holly to maintain good communication (5.2)

Willamette Mainstem Cooperative

- Worked with partners to offer presentations at the Within Our Reach conference in Eugene in early October. It was great to be back at a conference in-person (3.2, 3.6)
 - Presentation on aquatic invasive work with Willamette Riverkeeper
 - Presentation on landowner outreach and habitat prioritization with Long Tom WC
- Collins Bay and Wapato Cove were treated by a contractor to control Ludwigia (1.9)
- Presented on our Ludwigia work to the Oregon Invasive Species Council at Peter Kenagy’s farm. While I focused a bit on our work, I took the opportunity to talk more about the overall issues of Ludwigia in the river from top to bottom. Peter had a lot of his own commentary to add and Vanessa Youngblood of Willamette Riverkeeper assisted on the presentation. A great venue to share the aquatic invasive species story! (3.2, 2.6)
- Met with Stan van de Wetering of the Siletz tribe to talk about Siletz priorities on the Willamette River. They’d be eager to have a little property on the river and always look for opportunities to get tribal members out on properties for collection of basketry materials and other endeavors. (4.1, 3.8)

Invasive Species Program

- Made time to visit almost every oblong spurge site that had an active population this year. The rain is back, so it’s an opportunity to hand pull any new weeds that we missed earlier. (1.8)
- Beginning conversations on next phase of Oregon State Weed Board Grants (1.8, 1.9)
- Having several discussions on Ludwigia with partners/contractors to inform one of our Meyer Memorial Grants (1.8, 1.9)
- Presented to the Benton County Public Works road crew on knotweed (4.5)

Native Plant Program *(All of this section applies to Goal 2, Task 1)*

- Deb Merchant took care of everything this month. We sold more seed packets for a total of \$80



Salmon Watch (2.3)

Each year, Cherie Taylor, College Hill High School, gives her students the opportunity to be trained as Salmon Watch instructors. Beside the smokey air, it was a fantastic day on October 18, when I joined the College Hill crew (above) for their training. What could be better than the beautiful Alsea River, D-nets, tubs, turkey basters, ice cube trays, and identification cards that help to determine water quality with bioindicators, aka macroinvertebrates? See photo left for supplies and fun. A good time was had by all, thanks in no small part to Sara’s masterful organization and leadership! Hazzah!



Upper Muddy Creek Water Quality Monitoring (1.7, 1.2, 2.5,)

The water quality monitoring crew has included Marys River Watershed Council staff and me. Through October, we continued weekly site visits to check Hammer and Muddy Creek water levels.



The telemetry device (photo right) at Station 2 on Hammer Creek, has failed, perhaps due to a damaged cable.

The UMC SIA project has become more costly and labor intensive than expected due to extra field visits and data management. It may be prudent to consider lessons learned if BSWCD considers adopting another SIA.

DATE ACTIVITY

| | |
|------------|---|
| 9/22 | Native Bulb & Seed Sale prep |
| 9/22 | Jen Moore, USDA ARS, Local Workgroup Mtg prep |
| 9/23 | UMC SIA WQ monitoring meeting with contractors (MRWC) |
| 9/24 | Native Bulb & Seed Sale |
| 9/25 | Native Bulb & Seed Sale |
| 9/27 | Staff meeting & Planners meeting |
| 10/3 | Adam Thomas, Soil Health intern; first meeting |
| 10/3– 10/7 | UMC SIA Aqua Troll 600 sonde maintenance |
| 10/13 | Avery Jones, SH meeting; 3rd party data permission |
| 10/14 | Chloe Hull, OSU grad student inquiry - wetland restoration |
| 10/17 | NRCS to pick up SH kit; laptop troubleshoot |
| 10/18 | Salmon Watch with College Hill students; macroinvertebrates |
| 10/20 | Cancelled field work due to poor air quality |

SOIL HEALTH IN-FIELD ASSESSMENT (1.1, 1.2, 1.4, 2.1, 4.2)

Adam Thomas, intern, and I started using the NRCS [Cropland In-Field Soil Health Assessment Worksheet](#). The new tool leads an exploration through various soil attributes that are impacted by management including: surface cover, residue breakdown, crusts, ponding, compaction, stable aggregates, structure, color, roots, soil creatures, and channels from roots and worms. The simple one-page worksheet is supported by decision trees to determine if soil health resource concerns are present in the field including: compaction, soil organism habitat loss or degradation, soil organic matter depletion, and aggregate instability.

Also included in the tool is a concise interview sheet of example questions to guide conversations with the landowner. Answers help us to understand how the current conditions and management contribute to soil health. Interview topics include: crop rotation, soil disturbance, cover crop use, and irrigation. The helpful tool comes with clear instructions, considerations, and details for each assessment parameter. I plan to facilitate a workshop based on the in-field assessments during winter/spring 2023. Please contact me for more information. 541-840-3616 or tmatteson@bentonswcd.org



Irrigation resources helped fall seedings germinate during this year's dry weather. (TM 2022)

NRCS 2023 LOCAL WORKGROUP MEETING (4.2)

Please join us!!!

Nov. 15, 2022 9 - 11 AM - Willamette Community & Grange Hall
Hwy 99 W and Greenberry Rd

Dig into Soil Health!

Jen Moore, Ph.D.
Research Soil Scientist
USDA Ag Research Service
Forage Seed and Cereal Research



FREE!!! Open to the Public!!!
Landowners, please attend.
We value your input!

Annual Local Workgroup Meetings are a valuable part of the NRCS planning process, providing an opportunity for local land managers to be part of a collaborative effort to improve natural resources within our county.



Emerald Ash Borer in Oregon

It's a Dis-Ash-ter!!!

Max Ragozzino, Ph.D.
Biological Control Entomologist
Oregon Dept. of Ag - IPPM



Donna Schmitz
Resource Conservationist

| SOW Task | Goals | October 1, 2022 to October 31, 2022 |
|---|-------|--|
| Landowner Engagement & Technical Assistance | 1 & 2 | <p>TA: Ag water quality compliance native plants (3), invasives, plant sale (2), drainage ditches, oak restoration (2), native plant seeds Site visit: Crescent Valley for oak restoration, native plant hedgerows/patches, invasives control</p> <ul style="list-style-type: none"> * <i>J2E River to Ridge Diversity Project</i>: request for funds for bulb deposit, discussion with LWC about other grant to pay for native plant order. Contract modification for bulb planting this fall. Request for funds for LWC work. Review article about project written by LWC. * <i>100 Acre Wood Habitat Project</i>: Final vegetation management (blackberry spray and cane cutting) implemented. Project completion report and Oregon Watershed Restoration Inventory data submitted. Final request for funds. * <i>Mitchell Oak and Savanna Restoration Project</i>: Confirmed OWEB has granted funding for this project. * <i>Upper Muddy Creek Strategic Implementation Area</i>: Contract amendment for Marys River Watershed Council to add site visits and additional funds for work. Submitted Credit references for purchasing new equipment. Two requests for funds submitted. Attended meeting with ODA, OWEB and statewide Districts that have SIAs. Followup with SIA budget question * <i>Fackrell Water and Soil Improvement Small Grant</i>: Site visit to check on project completion. Submitted project completion report and final request for funds. * <i>Carson Riparian Buffer Access Control Small Grant</i>: Landowner acquired student help with finishing out fencing part of this grant. * <i>Upper Muddy Creek Strategic Implementation Grant</i>: Discussions about monitoring equipment needed. Request for funds. |
| Partnerships/ Non-ag Upland and urban land management & restoration | 1 & 4 | <ul style="list-style-type: none"> * Oregon Department of Agriculture: Meeting with Water Quality Specialist to discuss upcoming AWQ Management Area Plan Local Advisory Committee meeting on November 16th. See Board Meeting agenda. Compiling BSWCD accomplishment for the last two years for presentation. We need recommendations for LAC members from the community. Contact me for more information. * Attended meeting with partners about NRCS Regional Conservation Partners Program (RCPP) funds for oak restoration in Benton County. Research on current guidelines for program. |
| SOW/Capacity grant, | 5 | <ul style="list-style-type: none"> * Submitted Budget Amendment for ODA/OWEB for the new capacity funding. Follow up on last request for funds. |

| | | |
|-----------------------------|--|--|
| training, organizational | | <ul style="list-style-type: none"> * Attended Staff Meetings, presented safety topic (fire safety escape route planning). * Attended planner meetings * Attended Board meeting-presented Benton Co. Floodplain Permit |
| | | |

OWEB grant 09-20-002 Project Completion

Landowner had a muddy mess in the paddocks during the winter and didn't have anywhere to store manure. Two horse paddocks were excavated, and hard rock was installed.



A three-bin aerated compost system was built to help manage and turn waste into useable compost. A roof structure with gutters was added to divert rainwater from the horse paddocks and compost area.





October 2022 Monthly Report for November 2022 Board Packet
Sara Roberts, Communications and Community Engagement Coordinator

COMMUNICATIONS

- Wrote and posted a new Blog article on the website: *Soil, Water, and Fire: Ethnobotany in Soap Creek*
- Created a series of social media posts entitled "Plant Pick Thursdays" which highlight one of the native plants available in our Winter Sale to build interest in native plants and promote the sale. These will post every Thursday until the beginning of February
- Sent the October BSWCD Newsletter out to our Communications list. This included an announcement about the Winter Plant Sale, a link to the above blog article, and more
- Each week, I send a newsletter to the Salmon Watch Volunteers list providing updates about the program, continuing learning opportunities, and upcoming volunteer needs

WINTER PLANT SALE

- Updated inventory and other information for this year's available plants
- Published the sale page on the website and opened up sales to the public
- We are currently at 158 sales totaling \$9,147.60

LINN-BENTON SALMON WATCH

- We are halfway through this year's Salmon Watch season. I have completed 9 programs thus far. 7 more to go!
- The feedback from the teachers so far has been very positive. The volunteers are doing an incredible job. I will be getting more feedback via the Teacher Evaluation I'll send out at the end of November.
- I've gained several new volunteers this year through personal connections and reaching out on social media/our newsletter. I have several more who'd like to join next year.
- There are now lots of very active spawning salmon in the Alsea that have been providing students a great show!

OTHER: Participated in interview process for new Operations Coordinator with Holly and Michael.





Natural Resources Conservation Service

District Conservationist Monthly Report – Benton & Linn Counties
November 2022

Announcements:

- The field office has a new Pathways Student Intern: Claire Ebert!

Hello! My name is Claire Ebert. I grew up in Medford Oregon and am currently attending Oregon State University as a 4th year undergraduate student. Last summer I worked for NRCS in the Pendleton field office and am currently working part time in the Tangent office during the school year. I love the earth and helping people manage it better making this opportunity educational and exciting!



- **Local Workgroup Meeting for Benton County**
 - When: November 15th 9am-11am
 - Where: Willamette Grange
 - Details and Flyers attached!
 - <https://content.govdelivery.com/accounts/USDAFARMERS/bulletins/3336e8b>
- **Willamette Valley Ag Expo 2022**
 - When: November 15th – 17th
 - Where: Linn County Fairgrounds
 - Stop by at the NRCS and FSA booths!
- NRCS is always accepting applications for all programs, but here are some annual deadlines coming up...
 - Environmental Quality Incentive Program (EQIP)
 - **Application Deadline November 18th, 2022**
 - <https://www.nrcs.usda.gov/programs-initiatives/eqip-environmental-quality-incentives/oregon/environmental-quality-incentives>
 - Conservation Stewardship Program (CSP)
 - <https://www.nrcs.usda.gov/programs-initiatives/csp-conservation-stewardship-program/oregon/conservation-stewardship-program>
 - Agricultural Conservation Easement Program (ACEP)
 - <https://www.nrcs.usda.gov/programs-initiatives/acep-agricultural-conservation-easement-program/oregon/agricultural>
 - Regional Conservation Partnership Program (RCPP)
 - <https://www.nrcs.usda.gov/programs-initiatives/rcpp-regional-conservation-partnership-program/oregon/regional-conservation>



- What's available in **Benton** County?
 - <https://www.nrcs.usda.gov/conservation-basics/conservation-by-state/oregon/benton-county>
- What's available in **Linn** County?
 - <https://www.nrcs.usda.gov/conservation-basics/conservation-by-state/oregon/linn-county>
- Signup for <https://www.farmers.gov/account>: Farmers.gov account allows you to access self-service features and information that are available through a secure login. With an account, you can use features such as the ability to apply for select programs online, process transactions, and manage your USDA records.
- Would you like to be added to Benton/Linn list serv for USDA announcements using **GovDelivery**? If so, send me a message at amy.kaiser@usda.gov.



United States
Department of
Agriculture

Natural Resources Conservation Service



Benton Soil and Water
CONSERVATION DISTRICT

BENTON COUNTY LOCAL WORKGROUP MEETING 2023



Annual Local Workgroup Meetings are a valuable part of the NRCS planning process, providing an opportunity for local land managers to be part of a collaborative effort to improve natural resources within our county.

You are invited to:

- ✓ Learn from SOIL HEALTH and EMERALD ASH BORER presenters
- ✓ Help NRCS and BSWCD shape a strategic approach and prioritize future conservation projects
- ✓ Connect with local partners to learn about opportunities
- ✓ Discover USDA programs which may prove beneficial to you

WHERE:

Willamette Community and Grange Hall
Hwy 99 W and Greenberry Rd
(27555 Greenberry Rd)

DATE:

Tuesday, November 15, 2022

TIME: 9 AM to 11 AM

For more information contact:
Teresa Matteson, Benton SWCD
541-840-3616
tmatteson@bentonswcd.org



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Agriculture

Natural Resources Conservation Service



Benton Soil and Water
CONSERVATION DISTRICT

2023 LOCAL WORKGROUP MEETING

Nov. 15, 2022 9 - 11 AM

Willamette Community & Grange Hall

FREE!!!
Open to the Public!!!
Landowners, please attend.
We value your input!

Jen Moore, Ph.D.
Research Soil Scientist
USDA Ag Research Service
Forage Seed and Cereal Research

Dig into Soil Health!



Max Ragozzino, Ph.D.
Biological Control Entomologist
Oregon Dept. of Ag - IPPM

**Emerald Ash Borer in Oregon
It's a Dis-Ash-ter!!!**

FOR MORE INFORMATION

tmatteson@bentonswcd.org

541-840-3616