03-1-6-5 M12D

# AGENDA COVER MEMORANDUM

Date:

January 6, 2003

To:

Lane County Board of Commissioners

From:

Peter Thurston, Community and Economic Development Coordinator

Agenda Title: ORDER/IN THE MATTER OF OFFICIALLY RECOGNIZING THE COAST FORK WILLAMETTE WATERSHED COUNCIL

# I. MOTION

MOVE TO ADOPT ORDER/IN THE MATTER OF OFFICIALLY

RECOGNIZING THE COAST FORK WILLAMETTE WATERSHED COUNCIL

### II. ISSUE OR PROBLEM

Shall Lane County formally recognize the Coast Fork Willamette Watershed Council under provisions in Lane Manual chapter 3.508?

### III. DISCUSSION

# A. Background

At the Nov. 13, 2002 Board meeting, the Board acknowledged the Coast Fork Willamette Watershed Council's desire to become officially recognized by Lane County. At that meeting the Board passed Order No. 02-11-13-4 in order to comply with Lane Manual sections 3.508(1)(b) and 3.508(1)(c), requiring the Board to convene a local government group to consider whether the requestor group be recommended to Lane County for official recognition.

Attachment A includes the Board memo and packet pertaining to Order No. 02-11-13-4. This attachment includes Order No. 02-11-13-4, Lane Manual section 3.508 pertaining to watershed councils, and the Coast Fork Willamette Watershed Council proposal for official recognition, which includes the letter requesting official recognition, council charter, and supporting documents.

In response to Order No. 02-11-13-4, the LCOG Board unanimously recommended the Coast Fork Willamette Watershed Council for official recognition by Lane County at its monthly board meeting on Dec. 12, 2002.

Having completed the process of having a local government group recommend the watershed council for official recognition as required in LM 3.508(1)(a), the Board of County Commissioners may now consider officially recognizing the watershed council if it meets the criteria described in LM 3.508(2).

		,

# B. Analysis

The LCOG Board was generally very supportive of the idea of the Coast Fork Willamette Watershed Council being officially recognized by Lane County. Board members from the area of the watershed council attested to the diversity of interests represented on the Coast Fork steering committee and to the good character of the committee members.

Questions were raised, though, regarding what constitutes a "balance" in reference to LM 3.508(1)(c) and ORS 541.388(2). While it is clear that a balance is required under LM 3.508(1)(c) and ORS 541.388(2), it is unclear what that balance should look like. Because of this ambiguity, one LCOG Board member abstained from voting. All other LCOG Board members voted in favor of recommending the Coast Fork Willamette Watershed Council for official recognition by Lane County.

With LCOG designating the Coast Fork Willamette Watershed Council as a recommended watershed council to the Board of County Commissioners, the last step in this process of official recognition is determining whether or not the watershed council meets the criteria described in LM 3.508(2) (Attachment A). The criteria are divided into two sections: watersheds (LM 3.508(2)(a) and membership (LM 3.508(2)(b).

The Coast Fork Willamette Watershed Council meets the criteria of LM 3.508(2)(a) as it represents interests covering the entirety of one of the five basins (Coast Fork of the Willamette) recognized by the Board. Within the Coast Fork Willamette Watershed Council Charter (Attachment A), the mission and organization of the council make clear that the watershed council encompasses everybody within the Coast Fork Willamette watershed.

The Board needs to determine whether or not the watershed council meets the criteria of membership (LM 3.508(2)(b). Specifically, the watershed council must 1) "be comprised of a balance of interested and affected stakeholders in the watershed" and 2) "meet the representational requirements of ORS 541.388(2)." In addition, "the Board must also be appropriately assured that the group will be able to sustain a high level of citizen involvement in the development and implementation of a watershed action program." The majority of the watershed Steering Committee are residents of the watershed and appear to represent a variety of interests. The organizational membership is set up to encourage participation by residents and ".... anyone affected by the watershed and its resources." Decision-making is generally by consensus, which is inclusive of the broadest range of input. The watershed organization appears similar to other watersheds and is ready to move forward with a plan and implementation of an action program, in accordance with their Charter.

If the Board agrees that the Coast Fork Willamette Watershed Council meets the criteria of LM 3.508(2), it may adopt the order granting official recognition to the watershed council.

# C. <u>Alternatives/Options</u>

The Board may:

- 1) Approve ORDER to officially recognize the Coast Fork Willamette Watershed Council, or
- 2) Determine that the Coast Fork Willamette Watershed Council does not meet the criteria of LM 3.508(2) and deny official recognition to the watershed council.

			,
·			

# D. Recommendation

Number 1 is recommended, to adopt ORDER granting official recognition to the Coast Fork Willamette Watershed Council.

# E. Timing

The watershed council is waiting for approval so it can continue its development process.

# IV. IMPLEMENTATION/FOLLOW-UP

Concerns were raised by the Board at the meeting on Nov. 13, 2002 regarding LM 3.508(3)(b), which requires watershed councils to periodically report on their activities to the Board, not less often than once per year. Some commissioners stated that they did not receive any reports by watershed councils, while other commissioners said that they had, but on an individual basis. The Board agreed that better reporting was required to keep the Board informed on watershed council activities. Therefore, the Board may want to entertain ways to ensure that reporting by watershed councils occurs. One option could include inviting representatives of the watershed councils to report to the Board at a specified meeting. Another option might be instructing staff to collect annual reports from all the watershed councils and making those available to the Board.

Upon adoption by the Board, the watershed council will be sent a copy of the Order. The direction from the Board regarding watershed council reporting will be sent to the recognized watershed councils in Lane County.

# V. ATTACHMENTS

### ORDER

A – Board memo and packet pertaining to Order No. 02-11-13-4. This attachment includes Order No. 02-11-13-4, Lane Manual section 3.508 pertaining to watershed councils, and the Coast Fork Willamette Watershed Council proposal for official recognition, which includes the letter requesting official recognition, council charter, and supporting documents.

BCC Memo Coast Fork WC.doc

		•
	4	
·		

# IN THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER NO.	<ul> <li>IN THE MATTER OF OFFICIALLY RECOGNIZING</li> <li>THE COAST FORK WILLAMETTE WATERSHED</li> <li>COUNCIL</li> </ul>
WHEREAS, the Coast recognized by Lane County; an	Fork Willamette Watershed Council requests to be officially d
WHEREAS, Lane Manu watershed councils; and	al chapter 3.508 establishes the criteria for official recognition of
•	of County Commissioners requested the Lane Council of ther or not the Coast Fork Willamette Watershed Council ought to nition by Lane County; and
the Coast Fork Willamette Waterstakeholders in the watershed,	ouncil of Governments Board found on December 12, 2002 that ershed Council is comprised of a balance of interested and affected and that the group will be able to sustain a high level of citizen at and implementation of a watershed action plan; and
_	ouncil of Governments Board voted affirmatively to recommend ognize the Coast Fork Willamette Watershed Council; and
•	of County Commissioners believes that the Coast Fork Willamette criteria of Lane Manual 3.508, NOW, THEREFORE, IT IS
·	rd of County Commissioners of Lane County officially recognize ershed Council under Lane Manual chapter 3.508; and
	<b>ERED</b> that the Coast Fork Willamette Watershed Council will vities to the Board, not less often than once a year.
<b>DATED</b> this da	y of January, 2003.
	Chair Board of County Commissioners

			,	
			,	
		·		
ř				

# AGENDA COVER MEMORANDUM

AGENDA DATE: November 13, 2002

TO: LANE COUNTY BOARD OF COMMISSIONERS

FROM: Community and Economic Development Program

PRESENTED BY: Peter Thurston, Community and Economic Development Coordinator

Michael Meyers, Community and Economic Development Intern

AGENDA ITEM TITLE: ORDER/IN THE MATTER OF CONVENING A LOCAL GOVERNMENT GROUP TO DETERMINE WHETHER OR NOT THE COAST FORK WILLAMETTE WATERSHED COUNCIL OUGHT TO BE CONSIDERED FOR OFFICIAL RECOGNITION BY LANE COUNTY

- I. MOTION Move approval of Order 02-11-13-xx: In the Matter of Convening a Local Government Group to Determine Whether or Not the Coast Fork Willamette Watershed Council Ought to be Considered for Official Recognition by Lane County.
- II. ISSUE OR PROBLEM According to Lane Manual section 3.508(1)(b), a watershed council seeking formal recognition shall request the Board to convene a local government group for the purpose of recommending or not recommending that the requestor group be officially recognized by Lane County.

# III. DISCUSSION

# A. Background

The Board has recognized five river basins in Lane County: the McKenzie, the Middle Fork of the Willamette, the Coast Fork of the Willamette, the Long Tom, and the Siuslaw. The Coast Fork of the Willamette is the only basin of the five that does not have an officially recognized watershed council. The last watershed council to be officially recognized by Lane County was the Middle Fork Willamette Watershed Council in November of 2000.

The Coast Fork Willamette Watershed Council is requesting to be officially recognized by Lane County. The proposal by the Coast Fork Willamette Watershed Council for official recognition is attached to this memorandum (Attachment B.)

# B. Analysis

Lane Manual provides the process by which watershed councils can become officially recognized by the County. The entire section of the Lane Manual dealing with watershed councils is attached (Attachment A.)

According to Lane Manual section 3.508(1)(a), in order for a watershed council to be considered for official recognition by the County it must meet a specific set of criteria as outlined in LM 3.508(2) and it must come recommended from a local government group convened by the Board as described in LM 3.508(1)(b) and 3.508(1)(c).

LM 3.508(1)(a) does not specify whether the local government group is to be convened before or after the Board considers whether or not the proposal meets the criteria in LM 3.508(2). LM 3.508(1)(a) only states that both processes are to be completed in order for the watershed council to be officially recognized by the County.

Staff believes that it would helpful to the Board to have the recommendation by the local government group before applying the criteria from LM 3.508(2) to the proposal. Therefore, we recommend convening the local government group first before applying the criteria from LM 3.508(2) to the proposal.

LM 3.508(1)(d) states that the Board may use the services of the Lane Council of Governments as the local government group. John Falzone, Coordinator of the Coast Fork Willamette Watershed Council, asked Michael Meyers if the East Lane Soil and Water Conservation District or the City of Cottage Grove could be used as the local government group. Michael presented this request to County Counsel, but County Counsel determined that these groups did not have the broad representation contemplated by LM 3.508(1)(b) to meet the purpose of reviewing the proposal. Therefore, we recommend that LCOG be used as the local government group.

The attached ORDER states that the Board acknowledges the intent of the Coast Fork Willamette Watershed Council to be officially recognized by Lane County and, therefore, the Board shall convene a local government group to review the proposal by the watershed council so that it may determine whether or not the watershed council contains a sufficient balance of interested and affected stakeholders and whether it assures a high level of citizen involvement (ORS 541.388 and LM 3.508(1)(c)). The Board requests the Lane Council of Governments as the local government group to be convened in its usual manner.

# C. Alternatives/Options

# The Board may:

- 1) Approve ORDER to request that LCOG review the proposal by the Coast Fork Willamette Watershed Council and make a recommendation to the Board, or
- 2) Change the ORDER to name a different local government group to review the proposal, or
- 3) Determine not to convene a local government group at this time, or
- 4) Approve the Coast Fork Willamette Watershed Council as an officially recognized watershed council in Lane County, subject to LCOG recommendation.

# D. Recommendation

Number 1 is recommended, to adopt the Order requesting that LCOG review the proposal by the Coast Fork Willamette Watershed Council and make a recommendation to the Board.

# IV. IMPLEMENTATION/FOLLOW-UP

Upon approval by the board, Lane County Community and Economic Development staff will present the proposal by the Coast Fork Willamette Watershed Council to the board of LCOG for review. The board of LCOG will be asked to provide a recommendation to the Board of County Commissioners stating whether or not they believe the Coast Fork Willamette Watershed Council meets the balance and citizen involvement requirements of LM 3.508(1)(c). No LCOG staff time will be required in this process and we expect no cost to the County for this process.

Upon receiving the recommendation from LCOG, the Board of County Commissioners will consider whether or not the watershed council meets the criteria in LM 3.508(2). If the Board determines that the watershed council meets the criteria in LM 3.508(2), it may then officially recognize the Coast Fork Willamette Watershed Council.

# V. ATTACHMENTS

# ORDER

A – Lane Manual section 3.508 Watershed Councils

B – Coast Fork Willamette Watershed Council proposal for official recognition (includes letter requesting official recognition, council charter, and other supporting documents)

BCC Memo Coast Fork WC.doc

# IN THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER NO.	) IN THE MATTER OF CONVENING A LOCAL
00 11 10 /	) GOVERNMENT GROUP TO DETERMINE
02-11-13-4	) WHETHER OR NOT THE COAST FORK
	) WILLAMETTE WATERSHED COUNCIL OUGHT TO
	BE CONSIDERED FOR OFFICIAL RECOGNITION
	BY LANE COUNTY

WHEREAS, the Coast Fork Willamette Watershed Council requests to be officially recognized by Lane County, and

WHEREAS, Lane Manual sections 3.508(1)(b) and 3.508(1)(c) state that the Board shall convene a local government group to consider whether the requestor group be recommended to Lane County for official recognition, and

WHEREAS, the Board designates the Lane Council of Governments as the local government group to be convened, NOW, THEREFORE, IT IS HEREBY

- 1) ORDERED that Lane County request the Lane Council of Governments to review the proposal by the Coast Fork Willamette Watershed Council for official recognition by Lane County, and
- 2) FURTHER ORDERED that Lane County request the Lane Council of Governments to make a recommendation to the Board of County Commissioners as to whether the requesting Council is comprised of a sufficient balance of interested and affected stakeholders in the watershed, and whether it assures a high level of citizen involvement in the watershed action program, per LM 3.508(1)(c) and ORS 541.388(2).

Signed this 13<sup>th</sup> day of November, 2002.

Bill Dwyer

Chair, Board of County Commissioners

APPROVED AS TO FORM

Jeres Aple

- (b) Staff may participate in committee deliberations, but shall not vote on deliberations.
- (c) Staff may serve as chair for a new committee until it is sufficiently organized to elect officers. (Revised by Order No. 00-8-16-1; Effective 8.17.00)

## TASK FORCES

# 3.507 Task Forces.

(1) Creation of task forces:

- (a) Task Forces will be created by Board action, or by the County Administrator in cases where Board policy is being implemented. Task forces which are created by the County Administrator will follow the guidelines in 3.507(c).
- (b) When the Board creates a task force, the following procedures will be followed:
- (i) The Board will give the task force a specific charge, and that charge will be transmitted to the task force through a Norice of Board Action. The charge will include a date on which the task force will complete their deliberations and report to the Board or request an extension.
  - (ii) In creating a specific task force, the Board will designate

membership.

(iii) Meetings and Reports.

- (iv) If the County Administrator is a member of the task force, he or she will call the first meeting. If the County Administrator is not a member of the task force(s), he or she will designate one of the members to call the first meeting.
- (v) At the first meeting of the task force, a chairperson will be elected, the charge of the task force will be reviewed and a time frame will be established for meeting that charge.
- (vi) The chairperson will be responsible for developing a memorandum to be sent to the County Administrator, listing the chairperson and the schedule for meeting the charge of the task force.
- (vii) No later than every two months, the chairperson will submit a memorandum to the County Administrator, detailing the progress of the task force and outlining the status of deliberation.
- (viii) Disbandment. When the task force has accomplished its original charge and has prepared a report to the Board of County Commissioners, the chairperson will contact the County Administrator to put the report on the Board agenda. The chairperson will then present the report to the Board. If the Board does not set any additional specific tasks or charges to the task force, the task force will cease to exist. If additional charges are given to the task force, then they will operate according to the above-established guidelines.
- (c) In cases where the County Administrator creates the task force, he or she will designate membership as well as the chairperson. A charge and date of completion for task force activities will be determined by the County Administrator who will have discretion as to when the task force is disbanded or extended. Progress reports will be presented to the County Administrator as needed and prior to the scheduled date of completion. (Revised by Order No. 93-3-31-7; Effective 3.31.93)

# WATERSHED COUNCILS

# 3.508 Watershed Council.

(1) Creation.

- (a) The Board will consider officially recognizing a watershed council when it meets the criteria described in LM 3.508(2) below, and upon completion of the following process.
- (b) When a group believes it meets the criteria of LM 3.508(2) and it desires formal recognition, it shall request the Board convene a local government group comprised of elected officials of interested cities, counties, water supply districts and sewer districts.
- (c) The purpose of convening the local government group is to consider whether the requestor group is comprised of a sufficient balance of interested and affected stakeholders in the watershed, and whether it assures a high level of citizen involvement in the watershed action program. If so, the local government group shall designate the requestor group as a recommended watershed council to the Board.
- (d) The Board may, but is not required to, use the services of the Lane Council of Governments as the local government group.

(2) Criteria.

- (a) Watersheds. The Board has recognized five (5) river basins: the McKenzie, the Middle Fork of the Willamette, the Coast Fork of the Willamette, the Long Tom and the Siuslaw. To be a recognized watershed council, the group must represent interests covering the entirely of one of these five basins.
- (b) Membership. The group seeking to be a recognized watershed council must be comprised of a balance of interested and affected stakeholders in the watershed, and it must meet the representational requirements of ORS 541.388(2). The Board must also be appropriately assured that the group will be able to sustain a high level of citizen involvement in the development and implementation of a watershed action program.
- (3) Purpose. Recognized watershed councils are formed and recognized for the purpose of addressing the goal of sustaining natural resource and watershed protection and enhancement, in accordance with 541.395. The councils are recognized as voluntary local organizations.
- (a) Councils are encouraged to seek monetary and staff resources through partnerships or grants. Lane County recognition does not mean the County can or will provide such resources.
- (b) Councils shall periodically report on their activities to the Board, not less often than once per year. (Revised by Order No. 97-4-2-1; Effective 4.2.97)

# PLANNING COMMISSION

3.510 Planning Commission.

Pursuant to the authority granted to the Board of County Commissioners of Lane County by ORS Chapter 215, the Lane County Home Rule Charter, and by the Lane Code, Chapter 2, a Planning Commission, hereinafter referred to as The Commission, is established for Lane County.

- (1) Duties and Functions:
- (a) Recommend to the Board for adoption a comprehensive plan for Lane County, or any part or element thereof, and any amendment to such plan, or part or element thereof. The official comprehensive plan shall be effective only after its formal adoption by the Board.
- (b) Recommend to the Board ordinances intended to carry out the purposes, principles and proposals expressed in the comprehensive plan.
- (c) Perform the duties and functions imposed upon the prior Lane County Planning Commission and West Lane Planning Commission (abolished by

# Watershed Council

28 South Sixth Street, Suite A, Cottage Grove, OR 97424 (541) 767-9717

September 4, 2002

Cindy Weeldreyer Lane County Board of Commissioners 125 East 8th Avenue Eugene, OR 97401

CC: Peter Thurston

Dear Ms. Weeldreyer:

On behalf of the Coast Fork Willamette Watershed Council Steering Committee, I respectfully request that you present the enclosed documents to the Board of Commissioners for consideration at your earliest convenience. We will greatly appreciate adoption of a Lane County Resolution, recognizing the Coast Fork Willamette Watershed Council as a viable entity that serves to improve water quality and watershed condition in the region.

Our watershed council began with five local citizens that formed a planning group in 1998. Since that time, we have attracted a diverse membership, engaged a volunteer Steering Committee, adopted a Charter, and entered into partnership and project agreements with many public agencies, businesses and private organizations.

We have conducted monthly public meetings since October 2000, and have gained official recognition by the City of Cottage Grove, the City of Creswell and the State of Oregon. We are currently conducting a scientific assessment of the Lower Coast Fork Basin that will help us to develop a prioritized plan for water quality and habitat enhancement activities.

Enclosed are the following documents:

- 1. Coast Fork Willamette Watershed Council CHARTER
- 2. Current Steering Committee Membership List
- 3. Map of major watersheds in Lane County
- 4. Project Summary, Lower Coast Fork Willamette Watershed Assessment
- 5. Watershed Council brochure

I have sent a copy of this letter and six copies of the enclosed documents to Mr. Peter Thurston, for distribution to the Lane County Commissioners and Administration.

If you would like for me to appear before the Board, provide additional information, or if I can be of assistance in any way, please contact me. Thank you very much for your continued interest and consideration.

Sincerely,

John Falzone Coordinator

# COAST FORK WILLAMETTE WATERSHED COUNCIL

# **CHARTER**

Prepared by the Planning Group and Steering Committee from April 20 to October 19, 2000.

Published and presented to the Community on October 25, 2000.

Approved and adopted by the Council on February 21, 2001.

# **VISION**

Enhanced ecology of our Coast Fork Willamette Watershed.

# **MISSION**

The Coast Fork Willamette Watershed Council serves to improve water quality and watershed condition in the Coast Fork Willamette River Basin through education, coordination, consultation, and cooperation among all interests, using the collective wisdom and voluntary action of community members.

# **GOALS**

- 1) Maintain and improve water quality.
- 2) Improve habitat (especially aquatic, riparian, and wetland) for fish, wildlife, and associated vegetation.
- 3) Foster communication, learning, and participation among all people with interests in the watershed.
- 4) Promote continued social, economic, and aesthetic benefits from watershed resources.
- 5) Gather, evaluate, and share information about past and present watershed conditions.
- 6) Assist people in locating economic, educational, and technical resources for watershed enhancement activities.
- 7) Identify ways for individuals, organizations, and administrative agencies to help achieve the goals of the Coast Fork Willamette Watershed Council.

# **ORGANIZATION**

# Council

The Council is an ever-changing group of interested people that work toward the achievement of the Vision, Mission, and Goals as defined by this Charter.

The Council provides a supportive community forum with regular public meetings for discussion of watershed issues, while respecting individual rights, decisions, actions, and property ownership.

Council membership is free and open to anyone that lives, works, or recreates in, benefits from, or is otherwise directly affected by the watershed and its resources.

Members support the Council by participating in the various activities and projects of the Council. Membership indicates a person's interest in receiving the newsletter and taking part in Council activities, and implies a willingness to consider Council involvement as a way to achieve meaningful improvement of local watershed conditions.

The Council encourages individuals and groups to identify issues and develop projects that contribute to the success of the Council and the improvement of local watershed conditions. Opportunities for volunteer participation in Council projects may be developed and announced at regular public meetings, through mailings, on the Council web-site, or by direct personal request.

All members may participate in Council decision-making.

# **Steering Committee**

The Coast Fork Willamette Watershed Council is guided by a volunteer Steering Committee that will maintain continuity of activities and monitor progress toward the Council Vision, Mission, and Goals.

The Steering Committee supports communication among people with interests in the watershed and provides direction to the Council Coordinator, other staff, and sub-committee members. Steering Committee Members also make staffing and operating decisions, oversee fiscal operations and assets, facilitate project development, and serve to represent the Council to the general public.

Steering Committee Members represent a diversity of interests and are accountable to the entire Council for discussion topics, project planning, and decisions. The Steering Committee makes recommendations and reports to the entire Council at scheduled public meetings.

Steering Committee Members volunteer from the Council membership and are affirmed by the entire Council. Steering Committee Members serve two-year terms that are staggered to maintain continuity, with a minimum of 5 people and a maximum of 11 people comprising the Committee. Terms will transfer at the first Steering Committee meeting following the Annual Watershed Celebration in September. The Council Coordinator is included as a non-voting member of the Steering Committee for a term that is at the discretion of the Committee.

Offices of the Steering Committee are Chair, Vice-chair, Secretary, and Treasurer. Officers are selected by Steering Committee Members at their first meeting following the Annual Watershed Celebration.

# **Technical Advisory Team**

The Steering Committee identifies private and public sector resource professionals that are willing to serve on a Technical Advisory Team. The Team is a voluntary, scientific, interdisciplinary group that provides advice and guidance on technical issues that concern the Council. The Team may be a dynamic body with no specific size, meeting schedule, or term limits except those agreed upon between the Steering Committee and the individual Team member. When prioritization of Council resources and technical projects is necessary, the Technical Advisory Team may review proposed actions and make recommendations to the Council.

# **Other Committees**

Members of the Council may form sub-committees as needed to perform specific projects, tasks, or functions that support Council Goals. Each sub-committee will be comprised of Council volunteers that have appropriate skills and knowledge. Sub-committees must communicate membership, focus, and meeting information to the Steering Committee in order to be recognized as a part of the Council.

# **MEETINGS**

Meetings of the Council are scheduled monthly except for December. All Council meetings are open to anyone that wishes to attend.

Agenda items will be prioritized and decided by the Steering Committee based upon time constraints and recommendations from Council members and the Technical Advisory Team. Agendas will be sent to all Council Members before Council meetings. Proposed agenda items must be submitted to the Council Coordinator at least three weeks prior to the desired meeting date to allow for prioritization by the Steering Committee and publication/distribution deadlines.

An Annual Watershed Celebration (details to be determined) takes place in September to observe Council accomplishments, affirm Steering Committee Members, review Council membership, amend the Charter as needed, and have fun.

The Steering Committee meets as needed to conduct Council business. Sub-committees and the Technical Advisory Team meet as often as necessary to complete specific tasks. Notes or minutes of all meetings are published or available upon request.

# **DECISIONS**

Matters of substance, such as Council direction and project prioritization will be discussed by the Steering Committee, which will make recommendations for consideration of the entire Council.

General operating decisions, including staffing and fiscal decisions, will be made by Steering Committee consensus. All decisions of the Steering Committee are recorded and are available at Council meetings for review and comment.

Major issues of Council direction, structure, and priorities will be identified by the Steering Committee and presented in writing to all Council Members prior to final decision at Council meetings.

All decisions made by the Council, Steering Committee, and sub-committees are made by a consensus of those present. If a consensus is not reached during the first discussion, the issues of conflict will be identified, reevaluated, and presented at the next meeting for further discussion and decision. If consensus does not occur after a second decision attempt, then the group may use a *simple majority* vote to: a) table the decision with suggestions on ways to make future progress, or

b) make a decision on the issue by a majority vote of two-thirds of those present.

A committee may request the assistance of the Council or any other Council committee for conflict resolution or arbitration.

All decisions of the Council, Steering Committee, and sub-committees are recorded and made available to anyone by request.

Any protested decisions may be recorded and posted by request.

# **AMENDMENTS**

Proposed Amendments to this Charter must be submitted in writing to the Steering Committee before July 1 each year. The Steering Committee will review and present any proposals to the Council for review and modification suggestions at least 30 days prior to the Annual Watershed Celebration in September. Charter Amendments are adopted when approved by a consensus of Council members present at the Annual Watershed Celebration

# **Steering Committee Members**

Serving until October 2002

Mitch Allen
Paul Boehner
Shari Bostelman, Vice Chair
John Falzone, Coordinator
Philip Jones, Assessment Project Manager

Don Loeffler, Internet Webmaster Allen Martin Jim Mough, Chair Steve Woodard

# Coast Fork Willamette

Watershed Council

28 South 6th Street, Suite A Cottage Grove, OR 97424

541 767-9717

www.geocities.com/coastfork

**Steering Committee Membership** 

October 2001 - September 2002

Treasurer

Mitch Allen

1371 S. 7th Street

Cottage Grove, OR 97424

allenml@concentric.net

541 942-7097

**Paul Boehner** 

78553 Halderman Road Cottage Grove, OR 97424 franb@oip.net 541 942-8204

Vice Chair

Shari Bostelman

37869 Row River Road Culp Creek, OR 97427 izzyfern@yahoo.com 541 946-1812

Coordinator

John Falzone

78310 Swanson Lane Cottage Grove, OR 97424 jmjfalzone@cs.com 541 767-0574

Project Manager **Philip Jones** 

78312 Rat Creek Road

Cottage Grove, OR 97424

pjjones@ureach.com

541 942-6107

Webmaster

**Don Loeffler** 

516 Adams Avenue

Cottage Grove, OR 97424

MmL@aol.com 541 942-9729

**Allen Martin** 

36562 Shoreview Drive Dorena, OR 97434

geo@pacinfo.com 541 946-1013

Chair

Jim Mough

PO Box 3854

Eugene, OR 97403

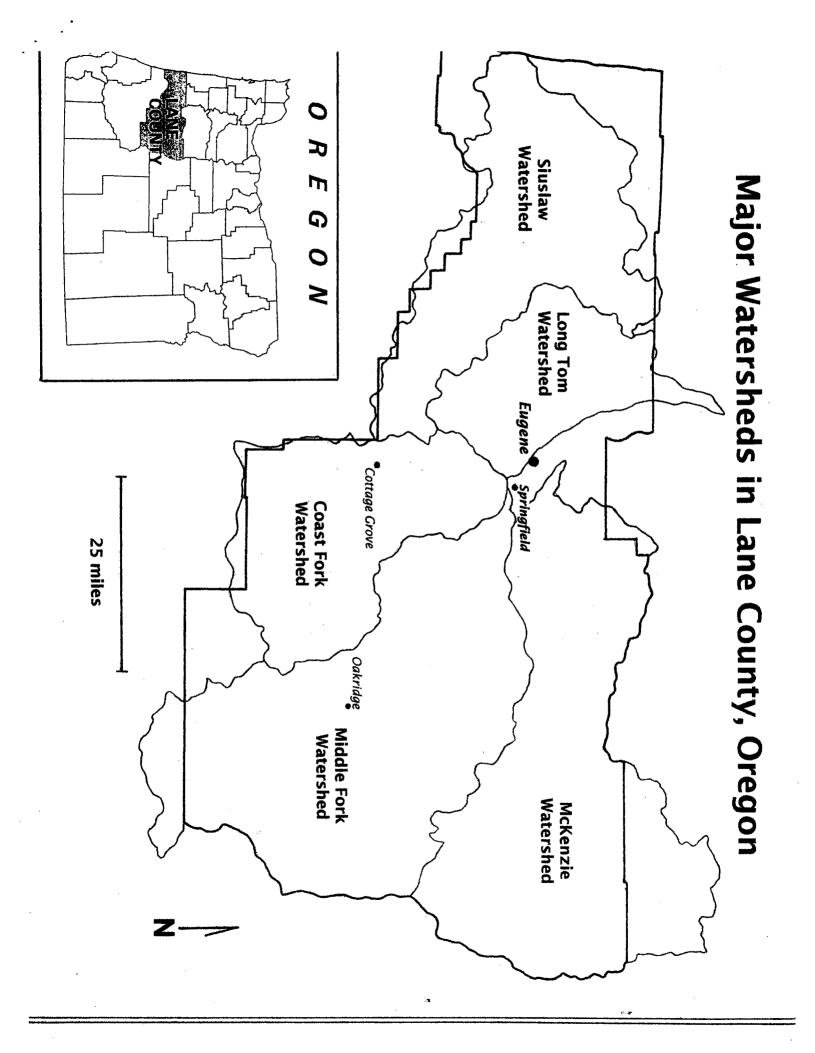
jmough@oregon.uoregon.edu

541 746-7733

**Steve Woodard** 

34582 Garoutte Road Cottage Grove, OR 97424 541 942-8372

. 



						•
						·
					4	
·			·			
	·					
	,					
					·	
				•		
				e e		
		*				
				•		

# Lower Coast Fork Willamette Watershed Assessment Project Summary

# Coast Fork Willamette Watershed Council 28 South 6th Street, Cottage Grove, OR 97424

# **Background**

The Coast Fork Willamette Watershed Council is conducting an assessment of the Lower Coast Fork Basin. The assessment area, a fifth field USGS Hydrologic Unit, encompasses approximately 88,500 acres. The basin includes the Coast Fork River from confluence with the Row River to the Middle Fork Willamette, Camas Swale Creek, Bear Creek, Lynx Hollow Creek, Gettings Creek and other tributaries.

The Forest Service, Bureau of Land Management and Weyerhaeuser Company have recently completed watershed analyses on upland regions of the Coast Fork, but no comprehensive analysis has been conducted in the Lower Coast Fork of the Willamette.

The Watershed is predominantly multiple-use historic floodplain under private ownership. The Lower Coast Fork is listed as *Water Quality Limited* by Toxics (mercury), Bacteria and Temperature (DEQ, 1998). The watershed is also included in the Upper Willamette Evolutionarily Significant Unit for spring chinook salmon (Listed *Threatened*, NMFS, 1999). Floodplain and wetland communities also provide habitat for Endangered Oregon chub, western pond turtle and other at-risk species.

Other regional agency projects include DEQ Total Maximum Daily Load establishment, Western Pond Turtle Population and Habitat Assessment, ODA Agricultural Water Quality Management Plans, comprehensive culvert surveys, federal agency watershed restoration plans and Lower Coast Fork floodplain restoration.

# **Assessment Project Summary**

The Watershed Council will complete the Lower Coast Fork assessment to fill data gaps and provide information that will be useful in developing restoration priorities. The assessment is conducted in accordance with Oregon Watershed Assessment protocol.

Components of the project include: historic conditions, channel habitat classification, hydrology, riparian/wetland conditions, sediment sources, channel modification, water quality, species distribution, migration barriers and sources of impact.

The project will require organization of existing data from multiple sources and new data collection from aerial photography, in-stream habitat surveys and field references. Filling these data gaps is necessary to complete an integrated assessment of the entire Coast Fork Willamette Basin. The Watershed Council anticipates this project to be completed in March 2003.

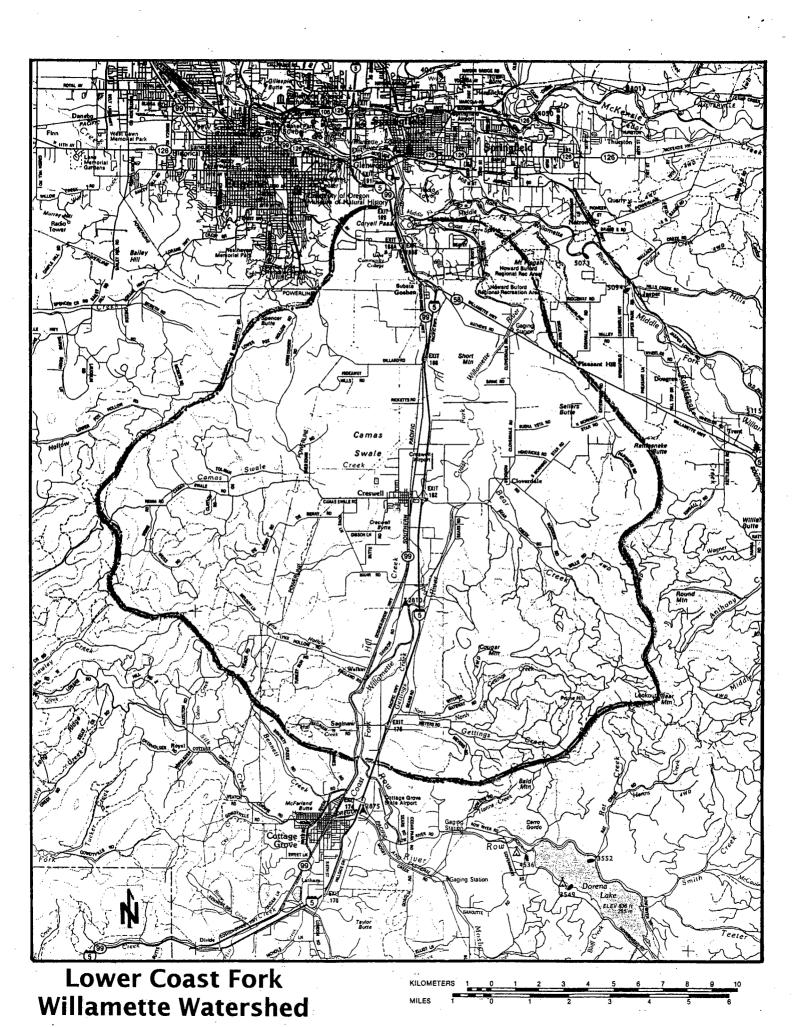
Partners include the Oregon Department of Environmental Quality, Oregon Department of Fish & Wildlife, Oregon Watershed Enhancement Board, Bureau of Land Management, National Oceanic and Atmospheric Administration, US Army Corps of Engineers, US Forest Service, Weyerhaeuser Company, City of Creswell, City of Cottage Grove, local landowners, student interns and community volunteers.

For more information, contact:

Philip Jones, Assessment Manager 541-767-9717 pjjones@ureach.com

John Falzone, Council Coordinator 541-767-9717 imifalzone@cs.com

Visit our web site: www.geocities.com/coastfork



Cottage Crove Community Center 700 Cibbs Avenue, downtown Cottage Crove Fourth Wednesdays at 7pm Public meetings monthly (except December)

28 South 6th Street, Suite A Cottage Grove, OR 97424 (541) 767-9717

Watershed Council





share human and natural resources a partnership between citizens, businesses and governments that

COAST FORK WILLAMETTE WATERSHED LANE COUNTY, OREGON USGS SUBBASIN HUC 17090002

MILES

Watershed Boundary

# Watershed Council

Walterville

Coast Fork Willamette

# VISION

Enhanced ecology of our Coast Fork Willamette Watershed

# MISSION

The Council serves to improve water quality and watershed condition through education, coordination, consultation and cooperation among all interests, using the collective wisdom and voluntary action of community members.

# GOALS

- 1) Maintain and improve water quality.
- Improve habitat (especially aquatic, riparian and wetland) for fish, wildlife and associated vegetation.
- Foster communication, learning and participation among all people with interests in the watershed.
- Promote continued social, economic and aesthetic benefits from watershed resources.
- 5) Gather, evaluate and share information about past and present watershed conditions.
- 6) Assist people in locating economic, educational and technical resources for watershed enhancement activities.
- Identify ways for individuals, organizations and administrative agencies to help achieve the goals of achieved as the fools.

# OUR COUNCIL

Our Watershed Council is a voluntary, local organization that focuses on sustaining and enhancing water-related resources within the watershed. The primary functions of the Council are to gather and share information that helps to identify and evaluate watershed conditions, and to develop plans and projects that protect or improve those conditions.

In Oregon, more than 90 watershed councils serve to unite landowners, business people, agencies, governments, students, teachers and others with concern for watershed issues.

Although watershed councils have no regulatory or enforcement authority over land and water uses, they do provide opportunities for citizens to work toward collective goals.

Scientific assessments, water quality monitoring programs, aquatic inventories, stream bank stabilization projects, stream structure development, riparian habitat improvement, education programs, and administration of regular monthly meetings are among the many accomplishments of watershed councils.



# OUR WATERSHED

A watershed is the land area of a geographic basin from which surface waters flow toward a single outlet.
If a drop of water falls onto the top of a ridge, it flows down one side or another, into one watershed or another.

All of us that live, work and play near the Coast Fork and Row Rivers, tributaries, lakes and uplands are members of the Coast Fork Willamette Watershed community. How we manage the vegetation, land, water, and the disposal of waste contributes to or detracts from our watershed. We rely on our resources for economic benefits and a great quality of life!

The Coast Fork Willamette basin occupies nearly 680 square miles at the upper end Coast Fork and Row River surface waters and the Cascades on the eastern divides, entering the Columbia River and the sea, Oregon. The watershed is bound by the foothills of the Coast Range on the west, headwaters to the Pacific Ocean is more flow northward in the Willamette River, Calabooia Mountains on the south, the An in-stream journey from Coast Fork passing through the cities of Cottage of the Willamette Valley in Western Albany, Safem and Portland, before Grove, Creswell, Eugene, Corvallis than 270 miles.

Coast Fork uplands are characterized by dendritic (branched) drainage patterns developed on volcanic landforms.

Most of the divide peaks range between 2,000 and 5,000 feet, with a few southeastern peaks approaching 6,000

Steep, narrow valleys have been glaciated Engineers flood control reservoirs, Dorena Grove (pop. 8,300+) is situated along the opportunities during the summer months. miles downstream of Cottage Grove Dam. The lower valleys and flood plain support Latham, Saginaw, Walker, Delight Valley, residential lands. Two US Army Corps of Cloverdale and Goshen have also formed residential and agricultural communities, industrial concerns. The city of Cottage in many of the upper elevations. Upper on Row River and Cottage Grove on the agricultural/ residential area (one of the river valleys contain a mixture of public Coast Fork Willamette River, nearly six fastest growing areas in Lane County). Creswell (pop. 3,500+), located in the ands and private timber, grazing and Disston, Culp Creek, Dorena, London, as well as wood processing and light northern region of the basin, is near The unincorporated communities of along the many waterways of the Coast Fork, provide recreational Coast Fork Willamette Watershed Camas Swale, a large wetlands/

A healthy watershed is one that satisfies the requirements of people, plants and animals over *long* periods of time.

Healthy watersheds can provide

for stable local economies and

enable people to enjoy

quality lives and

quality environment