

# Upper Chewaucan Watershed Assessment Project



Applicant:

**Lake County Umbrella Watershed Council**

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# I. Technical Proposal

## A. Executive Summary

Date: January 19, 2020

Applicant: Lake County Umbrella Watershed Council

Location: Lakeview, Oregon / Lake County

The Lake County Umbrella Watershed Council, in coordination with local, state, and federal partners will update the Upper Chewaucan Watershed Assessment completed in 1999 and funded by a grant from the Oregon Watershed Enhancement Board (OWEB). The Upper Chewaucan Watershed, located in south-central Oregon, consists of a mainstem river and its several tributaries that provides habitat for native Chewaucan redband trout, winter range for Mule deer, recreators from across the country, and thousands of acres of irrigated meadows and rangeland that economically support ranching families in the watershed. An up-to-date watershed assessment will provide area resource managers with information necessary to understand the current watershed conditions, document completed restoration projects, help identify source problems along with restoration opportunities, and prioritize areas of concern. A watershed assessment would begin September of 2021 and conclude in December for 2023, allowing two full years for reconnaissance, data collection, and analysis of the watershed. The information will be compiled in a document that will guide action plans and restoration efforts for another 20 years. The Lake County Umbrella Watershed Council (LCUWC) will work collaboratively with the Upper Chewaucan Strategic Implementation Area Partnership. Partnership members represent the Lakeview Soil and Water Conservation District (SWCD), Lake County Natural Resource Conservation Service (NRCS), Oregon Department of Agriculture (ODA), Department of Environment Quality (DEQ), Oregon Department of Fish and Wildlife (ODFW), Fremont-Winema National Forest (USFS). A project coordinator from Natural Resource Initiatives (NRI) is contracted through the SWCD to lead the partnership as planning, monitoring, assessment, and project restoration develops.

## B. Project Location

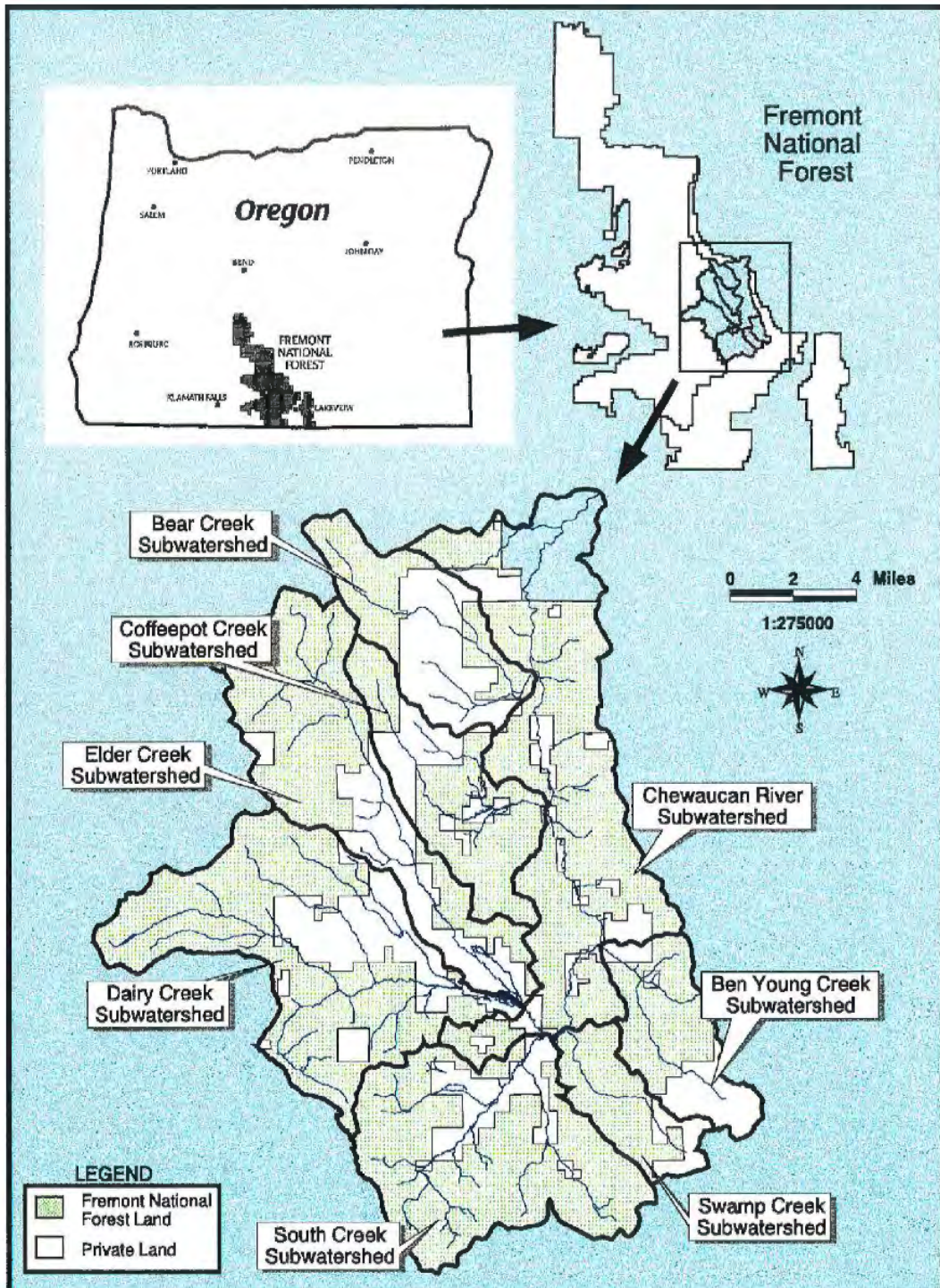
The Chewaucan is a closed basin river system that stretches a total of 53 miles. The Upper Chewaucan Watershed covers approximately 171,000 acres and is located in south-central Oregon, Lake County, where the Fremont-Winema National Forest meets the high desert. Approximately 44,000 acres or 26% of the watershed is privately owned while the other 127,000 acres or 74% of the watershed is on public lands. The nearest community to this watershed is the town of Paisley where the Chewaucan River runs along the town's northern edge and continues to flow through what was once the *Chewaucan Marsh*. This area is now 30,000 acres of irrigated pasture land where the river continues its path, eventually flowing into Lake Abert. Lake Abert provides breeding and staging habitat for thousands of shorebirds and waterbirds representing more than 80 species.

The Chewaucan is a closed basin river system that stretches a total of 53 miles. The Upper Chewaucan Watershed (HUC 17120006) consists of nine subwatersheds that drain 650 square miles



to the Chewaucan River. Waters throughout this system serve native redband trout and other aquatic species, recreators and tourists, along with agriculture producers who depend on the waters for their livelihoods.

Figure 1. Area Map of the Upper Chewaucan Watershed.



## C. Technical Project Description

### Applicant Category

The LCUWC, in coordination with the SIA Partnership, is seeking funds as an existing watershed group to extend on the monitoring, outreach, and planning efforts placed in motion in 2019. A Strategic Implementation Area, or “SIA,” is a geographic area of focus selected by the Oregon Department of Agriculture (ODA), in coordination with local partners, with the intent of providing targeted outreach and assistance for landowners to implement projects that improve water quality in the local watershed, while helping landowners adhere to state regulations.

The Upper Chewaucan Watershed was identified as an SIA by the ODA due to the water quality reports which demonstrated temperature and sediment concerns throughout stream reaches. Every two years the DEQ is required to assess water quality and report to the Environmental Protection Agency on the condition of Oregon's waters. The 2018-20 Integrated Report identifies 8 of the 9 tributaries in the watershed as water quality limited, along with the Chewaucan River itself, due to temperature and bio criteria.

In order to address these concerns, the SWCD applied for a project coordinator position through an Oregon Watershed Enhancement Board grant, to facilitate planning, implementation, and monitoring meetings; engage landowners regarding the SIA and project opportunities; and work with the partnership to gather baseline water quality data that would lead to the development of an implementation plan. At current time a water quality monitoring study is underway as SIA partners work to assist with data collection and support watershed planning and implementation projects that they develop.

### Eligibility of Applicant

The Lake County Umbrella Watershed Council is a non-profit 501 c3 organization that was established in 2007 when representatives from the five existing Watershed Councils merged (Silver Lake, Upper Sycan, Upper Chewaucan, Warner Basin, and Goose Lake Basin). The Council consists of a board of directors made up of six members (landowners from each watershed and Crooked Creek subwatershed) and three contracted employees including a Program Manager/Fiscal Administrator, a Stream and Riparian Project Coordinator, and Uplands Project Coordinator. The LCUWC's goal is to promote cooperative watershed restoration across jurisdictional boundaries to better Lake County's watersheds and community. Since its organization the council has accomplished an extensive amount of work with a holistic approach and ridgetop to ridgetop vision. The council understands that quality outcomes are reliant on “Action Plans” to provide guidance towards restoration activities. The LCUWC's Action Plans are based on a variety of watershed assessments, watershed analysis, stream reconnaissance plans, and regional and state documents.

The LCUWC is working in collaboration with the SIA Partnership since 2019. The Council is an eligible applicant as a non-profit organization who is a participant in an existing watershed partnership. The Upper Chewaucan SIA Partnership represents local, state, and federal organizations whose members are capable of providing technical advice to address watershed

issues. As indicated in the executive summary, a coordinator position is in place to facilitate within the partnership and assist with outreach to stakeholders. The table below demonstrates the organizations and individuals involved.

Table 1. Upper Chewaucan Strategic Implementation Area Partnership Members

<b>Organization (Role)</b>	<b>Name</b>	<b>Title</b>
Natural Resource Initiative (Partnership Coordinator)	Marci Schreder	Private Contractor
Lake County Umbrella Watershed Council (Applicant)	Brandi Neider	Stream and Riparian Project Coordinator
Lakeview/North Lake Soil and Water Conservation District (Local SIA Lead)	Justin Ferrell	District Manager
Lake County Natural Resources Conservation Service	Max Corning	District Manager
Oregon Department of Fish and Wildlife	Justin Miles	District Fish Biologist
Oregon Department of Agriculture (SIA Monitoring Lead)	Ellen Hammond	Monitoring and Implementation Lead
Oregon Department of Agriculture (SIA Lead)	Maria Snodgrass	Regional Water Quality Specialist
Department of Environmental Quality – Oregon	Mike Hiatt	Basin Coordinator
U.S. Forest Service (Fremont-Winema NF)	Rich Pyzik	District Fish Biologist

### Goals

Current knowledge and understanding of the Upper Chewaucan Watershed comes from a combination of local resource managers and an Upper Chewaucan Watershed Assessment developed in 1999. The 1999 assessment is an excellent resource that has provided resource managers a history of the hydrological processes, current and desired conditions, and recommendations. The assessment led to a variety of projects over the last two decades that have incorporated fish connectivity and screening, streambank stabilization, riparian enhancement, large wood placement, and forest health treatments.

The document is 22 years aged and does not reflect the restoration work completed, nor does it represent the most current conditions of the watershed. To demonstrate an example, land ownership is much the same since 1999, while wildfire has greatly changed the landscape. Tracking back to 2016, the Withers Fire located on the upper end Mill Creek sub watershed burned 3,422 acres. In 2018 the Watson Creek Fire burned 58,900 acres which impacted Bear

Creek, Elder Creek, and the headwaters of Mill and Coffeepot Creeks. Most recently in 2020, the Ben Young Fire burned 1200 acres while the Brattain Fire burned 50,000 acres; both fires lie within this SIA. Fire is only one of the factors that has altered the information we currently have, but demonstrates how much the watershed has changed over the last two decades and the need for an updated assessment.

Goal 1: Develop an updated assessment of the Upper Chewaucan Watershed and associated nine sub watersheds that will provide a comprehensible document that includes documentation on previous restoration projects, an analysis on existing conditions, limiting factors, priorities, and recommended restoration treatments.

Objectives:

- A. Compile and review existing information.
- B. Evaluate the existing stream channel features while identifying limiting factors and impairment locations.
- C. Provide a prioritization plan for restoration projects that addresses the identified limiting factors and recommended treatment strategies.
- D. Document and evaluate the effectiveness of previous restoration work within the watershed.
- E. Document fish distribution within the watershed using eDNA techniques, identifying the effectiveness of previous fish passage and screening efforts and connectivity concerns.
- F. Compile and summarize water quality data collected in the last 10 years +

Goal 2: Area resource managers will utilize the updated watershed assessment document to develop site plans and implement restoration projects that will improve and enhance overall watershed function and condition.

Objectives:

- A. Electronic and hard copies of the watershed assessment document will be distributed to private land managers and public organizations at the local, state, and federal level.
- B. The watershed assessment document will be a tool used to provide opportunity for all resource managers to strategically communicate, plan, and work together across the landscape.

Goal 3: The updated watershed assessment will be a tool to seek and leverage funds that are associated with technical assistance, project design, implementation, and monitoring.

Objectives:

- A. The watershed assessment will assist restoration practitioners in developing funding proposals that are backed by science.

## Approach

The LCUWC's planned approach aligns with Task B – Watershed Restoration Planning and more specifically bullet point items 1, 5, and 7. This includes completing and updating a watershed restoration plan that will assist the watershed group, landowners, and agencies to determine how the watershed can be improved; and developing and prioritizing watershed management project concepts. The activities associated with these task items are as follows: Activity 1. The LCUWC and SIA Partnership will continue to meet throughout the assessment process.

Activity 2. The LCUWC will work with the SIA Partnership to engage stakeholders regarding the purpose of the watershed assessment and potential for project opportunities that would lead to a win-win for private and public land managers and the watershed.

Activity 3. The LCUWC will establish a working relationship and agreement between a reputable consultant company who specializes in watershed assessment and analysis. The agreement for services will be held between the LCUWC and consultant company.

Activity 4. The consultant will complete survey and reconnaissance within the Upper Chewaucan Watershed (with permission granted by private landowners) to gather past project restoration information and results, collect current data, and gather photographs that will depict location and concerns.

Activity 5. The consultant will compile a draft document to be reviewed by the LCUWC, partners, and other stakeholders for feedback and presentation layout. The LCUWC and consultant will work together to ensure project elements were fully addressed.

Activity 6. A final Upper Chewaucan Watershed Assessment will be completed and distributed for use - leading to project planning, design, funding opportunities, implementation, and post project monitoring results.

## **D. Evaluation Criteria**

### **E.1.1. Evaluation Criterion A— Watershed Group Diversity and Geographic (30 points)**

#### **Sub-criterion No. A1. Watershed Group Diversity**

Stakeholders within the Upper Chewaucan Watershed include recreators (fisherman, hikers, hunters, campers), cattle ranchers, private industrial timber companies, the USFS, and private landowners who are not agriculture producers. While many of the recreators within this project area are local, there are a considerable number of folks who travel to the area to fish native redband and enjoy what the forest and streams have to offer. The Oregon Timber Trail (popular among bikers and hikers) stretches from the Washington border to the California border intersecting a path directly through the watershed. In addition, the Fremont National Recreation Trail also traverses the watershed. There are five large generational cattle ranchers who own property within this watershed (approximately 16,000



acres combined) and have been grazing these lands for decades. Green Diamond Resource Company, a fifth generation, family-owned forest product company is the largest private landowner with ownership of 26,253 acres. The Collins Timber Company, like Green Diamond, is a family-owned forest product company who is the second largest private landowner with 12,200 acres of ownership. The USFS has managed the public lands throughout this watershed since 1908. 26 other private landowners are included within this area whose ownership ranges from 2 – 600 acres.

The LCUWC has board representation of two private landowners within the Upper Chewaucan while the SIA Partnership includes representation from federal, state, and local entities: USFS, NRCS, DEQ, ODA, ODFW, SWCD, LCUWC, and NRI (See Table 1 in section C, Eligibility of Applicant). Local members are part of the Lake County community who have lived, recreated, and worked within the SIA for many years. Non-local members live and work in areas throughout the state, their experience outside the county brings a balance of perspective. The group includes two fish biologists who inform and advise the group on current fish monitoring data and stream health. Three members are cattle ranchers. Biological gender is also represented as the group involves five males and four females. All members have a science-based approach to the project where inquiry followed by quality data and analysis are the driving forces behind planning efforts. Last, the group is made of members who are newer to the restoration world and members who have been involved with this type of work for their entire career. Diversity in organization, residency, background, gender, values, and experience are represented throughout the LCUWC and SIA Partnership that support creative ideas and drive a well-rounded approach to the project as a whole.

In order to engage stakeholders regarding the Upper Chewaucan Watershed Assessment opportunities, focused efforts will be placed on landowner outreach and engagement. The local project lead (SWCD) and Project Coordinator (NRI) will contact stakeholders within the watershed to discuss field reconnaissance and potential treatment areas. Once communication paths have been opened, planning meetings will be established with stakeholders to develop projects that will achieve water quality benefits, improved stream channel and riparian area conditions, and overall watershed function. The Project Coordinator will keep the partnership informed and act as the liaison between all parties involved.

The LCUWC will remain cognitive on the diversity of members and engagement of stakeholders. There is value in diversity and incorporating a wide range of organizations. There is also sensitivity among stakeholders as more interest groups become involved, however, the cost benefit versus property owner relationships is always considered. The LCUWC in cooperation with the SIA Partnership is a diverse group of members who share a common goal; where plans become action, and projects are implemented with long term and sustainable benefits.

Sub-criterion No. A2. Geographic Scope

Figure 2. Map of the nine sub watersheds within the Upper Chewaucan Watershed.

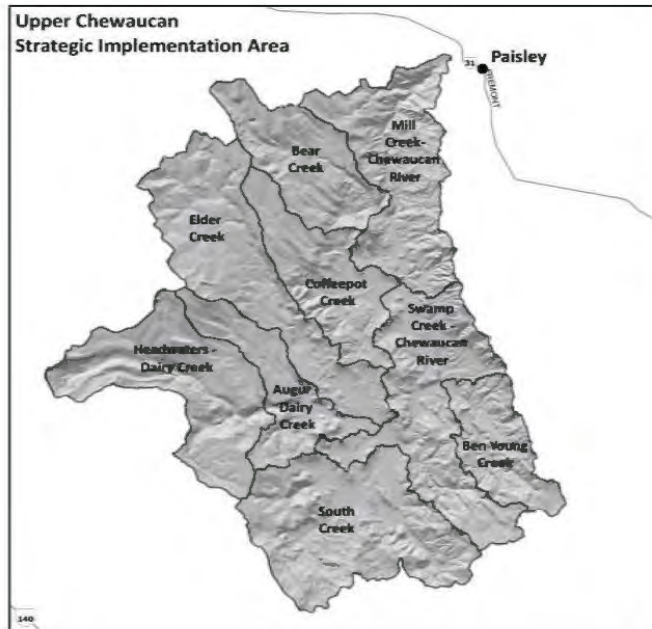
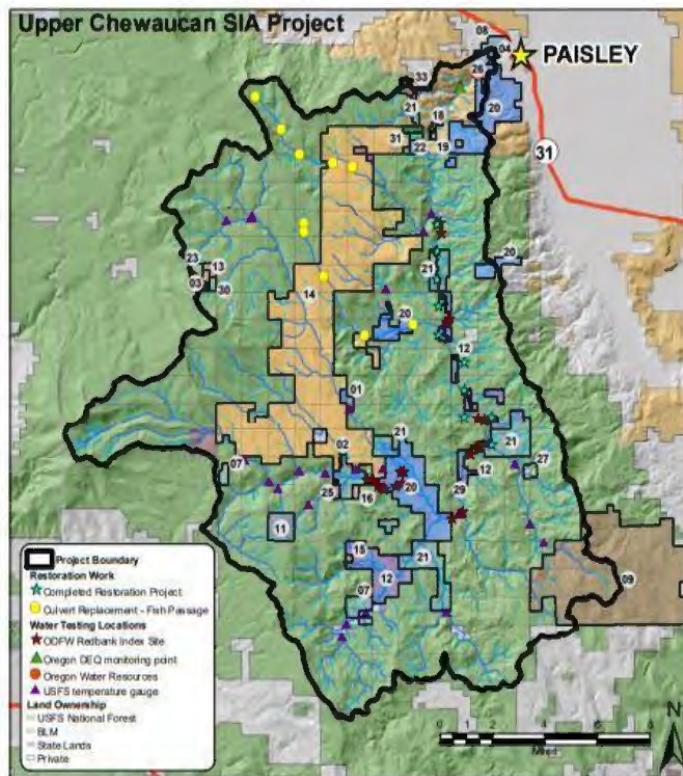


Figure 3. Map illustrates past restoration work, water testing locations and the agency that administers the associated data, along with land ownership. The numbers in the map represent the name of the 33 private landowners within the area.



Land ownership within this watershed area includes federal, state, and private property (local). The SIA Partnership has representation from two members at the federal level (NRCS and USFS) , four members at the state level (ODA, ODFW, DEQ), two members at the local/county level (LCUWC, SWCD), and one private contractor. Focused effort will be placed in landowner outreach and engagement opportunities. The Lakeview SWCD (local project lead) and the Partnership Coordinator will reach landowners within the watershed focus area to discuss potential treatment areas and complete field reconnaissance. The purpose is to achieve a quality analysis throughout the watershed and identify opportunities for improvement for the overall benefit of land, streams, and diversity of species within this ecosystem.

### E.1.2. Evaluation Criterion B — Addressing Critical Watershed Needs (35 points)

#### Sub-criterion No. B1. Critical Watershed Needs or Issues

The history of the Chewaucan Watershed is much the same as many of our Great Basin landscapes, where early 1800's European trappers and settlers embarked upon the watershed to reap the benefits from area resources. Trappers reduced beaver populations in streams, large livestock operators moved their sheep and cattle throughout the landscape to graze the lush vegetation, and timber companies clear cut large tracts of land. The result changed the course of history from a highly functioning watershed, to one that was considered functioning at risk. These impacts resulted in severe bank erosion and downcutting, denuded streambanks, multiple logging roads, overland erosion and sediment entry into the streams.

By 1998, private and public landowners worked diligently to adjust management techniques to meet ecological concerns, however, consequences created by the past left the watershed in an altered condition. In addition, land managers were contending with stream temperatures throughout the watershed that indicated poor water quality in some locations, placing five of the nine streams on the 303d list. The most current watershed assessment for this area was published approximately the same time in 1999. The document was an excellent tool for resource managers as restoration efforts prevailed, including fish passage and screening, streambank stabilization and riparian enhancement projects, large wood placement, and upland forest health treatment. The Chewaucan redband trout was never listed due to the progressive nature of the group to address resource conditions.

While much has been accomplished over the past two decades, there is continued room for improvement as the area is subject to beetle kill among lodgepole pine, wildfire, climate change, livestock grazing, and timber harvesting. High elevation backcountry prevents this focal area from being utilized until June and sometimes July each year. The typical season of use extends into the fall months of September - November. Each of the ten priority streams in the watershed (Dairy, Auger, Elder, South, Ben Young, Swamp, Coffeepot, Bear, Mill and the Chewaucan River) provide important habitat for Chewaucan redband trout, a state listed vulnerable species and USFS sensitive species. It is important to manage for a diversity of high-quality habitat types to maintain healthy populations in the watershed. Tributary streams associated with the Chewaucan River provide refuge for native species during the summer months when flows are decreased and water temperatures rise. In addition, these streams provide spawning and rearing habitat, which are critical to species survival.

Critical Issues: The ODA conducted an evaluation of the SIA in 2018-2019 and found areas with opportunities for improvement where there is a lack of riparian vegetation, absence of riparian fences, bare ground and nutrient runoff. Water quality is of concern as sediment enters the stream systems and elevated water temperatures. Several factors may be potential source problems:

Timber Management: Areas of watershed include over-stocked timber stands and juniper encroachment that can reduce water quality because the trees outcompete shrubs, grasses, and forbs. Healthy timber stands and riparian vegetation protect water quality and improve aquatic and terrestrial habitat for native species by moderating stream temperatures, stabilizing soil in uplands and along stream banks, and filtering out sediment and excess nutrients from overland flows

Wildfire: Unprecedented wildfires have made waves of impact most recently; in 2020 approximately 62,000 acres burned within and around the Chewaucan Watershed. Landowners and managers acted quickly to ensure rehab work was underway and seedings took place. It is unknown at this time how effective these efforts will be.

Forest Roads: Poorly maintained roads systems and high road densities can contribute sediment to streams. Streamside vegetation is not adequate in some of the roadway reaches, which eliminates shading of the stream corridor and causes excessive warming of perennial streams, as well as the riparian areas ability to trap sediment.

Channel modifications: Historical channel alterations removed vegetation that provided shade, cover and habitat for aquatic species. Alterations also removed large woody debris that help stabilize banks, capture sediment, and create complex habitats. As the Chewaucan River width to depth ratios increased, stream complexity was altered. The number of rock gravel bars were reduced, which impacted stream flow velocities, habitat for aquatic species, and potentially impacted stream temperature.

Livestock: The watershed is actively grazed from late spring until late fall. Often, the areas impacted by livestock occur in locations where cattle are gathered in the fall, obtain drinking water from streams, and loaf along the streambank. These activities have the ability to introduce pollutants, impair vegetation and cause erosion. Oregon's Agricultural Water Quality regulations state that agricultural activities must allow for the ongoing growth and establishment of streamside vegetation necessary to provide shade, stabilize banks, and filter pollutants from overland flows along year-round and seasonal streams.

Many factors have the potential to negatively impact the overall health of the land and streams. A thorough watershed analysis will provide the most current scope of information and allow source problems and limiting factors to be identified within the stream systems, along the riparian areas, and throughout the upland areas.

## Sub-criterion No. B2. Developing Strategies to Address Critical Watershed Needs or Issues

The LCUWC, in cooperation with the SIA Partnership, began meeting in 2019 with initiation by the ODA SIA, establishing the SWCD as the local lead agency. An Oregon Watershed Enhancement Board grant was secured to contract a SIA Project Coordinator to facilitate meetings and engage landowners in order to develop a strategic plan and action items to design and implement high priority projects and to monitor results.

In December of 2020 the SIA Partnership designed a water quality monitoring study that will provide water quality data in regards to the concentration of Total Suspended Solids (TSS), Total Phosphorus (TP), and Water Temperature in the Upper Chewaucan watershed. Samples will be taken at three identified locations on the mainstem Chewaucan River. **The purpose of the study is to gather sufficient data to determine when the effects of 2020 fires have subsided, which will then be the baseline data to which to compare long term water quality monitoring.** Data collection will begin in February of 2021 and continue for two years or until concentrations of TSS and P stabilize post fire.

In order to complement the efforts that have already begun and provide the SIA Partnership with a greater scope of information within the watershed, the LCUWC has chosen to pursue the waterSMART funding opportunity through the Bureau of Reclamation with the goal of updating the Upper Chewaucan Watershed Assessment document. In pursuing this funding opportunity, the LCUWC is taking the second step towards a comprehensive understanding of the most current conditions and limiting factors in this area. The LCUWC will seek out a quality contractor who specializes in watershed analysis using a scientific approach and latest technologies. The product derived from this assessment project will ultimately assist the SIA Partners and local resource managers in prioritizing project development, and further expanding to implementation and monitoring results. The product will assist in securing funds to design and implement projects. It is expected the water quality study will be incorporated into the assessment.

Partners involved with the Upper Chewaucan SIA have a considerable history working together over the last 15 years, where transparent conversations have taken place and problem solving, brainstorming, and the feedback loop are often incorporated. The team has strong leadership with extensive background working within partnerships. The leadership's commitment to the partnership is evident. Meetings ensure members continuous engagement and communication where investments are made in the partnership's efforts. While a formal decision-making process has not been considered at this time, it is a legitimate action item partners can explore to help facilitate discussion through conflicting ideas.



**E.1.3 Evaluation Criterion C— Implementation and Results (25 points)**

**Sub-criterion No. C1—Project Implementation**

Implementation Schedule:

Major Tasks/Associated Cost	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023
1)The SIA Partnership will continue to meet to discuss water quality study and assessment feedback.									
2) The SIA Partnership Lead and Coordinator will continue to engage private landowners and stakeholders.									
3)The LCUWC will acquire requests for proposals from interested contractors and select a reputable consultant who specializes in watershed assessments.									
4)Survey, reconnaissance, and data collection will be conducted by the consultant company.									
5)The consultant will compile a draft that will include comprehensible documentation on previous restoration projects, an analysis on existing conditions, limiting factors, priorities, and recommended restoration treatments.									
6)The LCUWC and partners will review the updated watershed assessment draft, and provide feedback for a final approval.									
7)The consultant will complete a final Upper Chewaucan Watershed Assessment document. The document will be made available electronically and in print.									
8)The LCUWC will distribute the updated watershed assessment to area resource managers, landowners, and other stakeholders with the intent to utilize the contents for planning and implementing projects that will benefit the watershed.									

**Sub-criterion No. C2—Building on Relevant Federal, State, or Regional Planning Efforts**

- Upper Chewaucan Watershed Assessment: The assessment was written in 1996 and published in 1999 by the US Forest Service, the Upper Chewaucan Watershed Council, and private landowners in the watershed. The purpose was to assess overall watershed condition, identify limiting factors in the watershed and to develop action items to address areas of concern. The Upper Chewaucan

Assessment has been used as a guide for area resource managers for years. Multiple restoration efforts have occurred as a result of this assessment. **Updating this watershed assessment will provide most current information to capture the progress made over the last two decades and outline priorities and opportunities to continue restoration and enhancement for the next 20 years.**

- Oregon Department of Agriculture’s Strategic Implementation Area - Statewide Plan: The Strategic Implementation Area (SIA) initiative includes three key components:
  - Voluntary, incentive-based conservation
  - Compliance with Oregon’s agricultural water quality program and regulations
  - Monitoring to track water quality and land conditions.

ODA has identified agricultural properties that may not be in compliance with Agricultural Water Quality Area Rules. The presence of an agricultural activity (such as livestock or cropping), slope, proximity to the waterbody, size of the waterbody, and stream type (seasonal or year-round) are considered when identifying potential water quality impacts. ODA also completes a field evaluation from public viewpoints to verify results from the remote evaluation and document any additional observations. The plan and purpose is to offer opportunities to stakeholders to address areas of concern, to implement projects that result in a healthier watershed and to improve agricultural practices that impact water quality. **Updating the watershed assessment will complement the SIA initiative as both efforts will lead to voluntary conservation and restoration actions.**

- The Lake County Limiting Factors Analysis: This analysis was written in 2009, by Watershed Professionals Network. The goal of this analysis was to summarize limiting factors that are limiting the health of watersheds. This report fulfills the Oregon Watershed Enhancement Board’s legislative mandate to establish priorities that help guide funding decisions in line with OWEB’s mission to achieve healthy watersheds and sustainable communities. **Updating the watershed assessment will align with OWEB’s legislative mandate to establish priorities and guide project development that will ultimately support restoration practitioners in pursuit of funding opportunities.**

**E.1.4 Evaluation Criterion D— Department of the Interior and Bureau of Reclamation Priorities (10 points)**

*DOI Priority 1. Creating a conservation stewardship legacy second only to Teddy Roosevelt*

<b>DOI Priority Detail</b>	<b>Project Alignment</b>	<b>Explanation</b>
<i>a. Utilize science to identify best practices to manage land and water resources and adapt to changes in the environment</i>	X	<i>LCUWC will contract a science- base consultant to complete the watershed assessment</i>
<i>b. Examine land use planning processes and land use designations that govern public use and access</i>	X	<i>A watershed assessment will identify limiting factors within the area taking land use planning and designation into consideration</i>

<i>c. Revise and streamline the environmental and regulatory review process while maintaining environmental standards.</i>		
<i>d. Review DOI water storage, transportation, and distribution systems to identify opportunities to resolve conflicts and expand capacity</i>		
<i>e. Foster relationships with conservation organizations advocating for balanced stewardship and use of public lands</i>	X	<i>The project is supported by a diversity of conservation organizations working together for shared objectives</i>
<i>f. Identify and implement initiatives to expand access to DOI lands for hunting and fishing</i>		
<i>g. Shift the balance towards providing greater public access to public lands over restrictions to access</i>	X	<i>The project promotes healthy watersheds for all, when the watershed is healthy less restrictions are placed on public access</i>

*DOI Priority 2. Utilizing our natural resources*

<i>a. Ensure American Energy is available to meet our security and economic needs</i>		
<i>b. Ensure access to mineral resources, especially the critical and rare earth minerals needed</i>		
<i>c. Refocus timber programs to embrace the entire 'healthy forests' lifecycle</i>	X	<i>An updated watershed assessment will be shared with natural resource managers (USFS, Green Diamond, Collins Timber, livestock producers, and other) to assist with the decision-making process in regards to timber and grazing.</i>
<i>d. Manage competition for grazing resources</i>	X	

*DOI Priority 3. Restoring trust with local communities*

<i>a. Be a better neighbor with those closest to our resources by improving dialogue and relationships with persons and entities bordering our lands;</i>	X	
<i>b. Expand the lines of communication with Governors, state natural resource offices, Fish and Wildlife offices, water authorities, county commissioners, Tribes, and local communities.</i>	X	

DOI Priority 4. Striking a regulatory balance

<i>a. Reduce the administrative and regulatory burden imposed on U.S. industry and the public</i>		
<i>b. Ensure that Endangered Species Act (ESA) decisions are based on strong science and thorough analysis</i>	X	<i>An updated watershed assessment conducted by a science-based consultant company will provide the latest data to guide decision making.</i>

DOI Priority 5. Modernizing our infrastructure

<i>a. Support the White House Public/Private Partnership Initiative to modernize U.S. infrastructure</i>	X	<i>The project is intended to lead into implementation of restoration and enhancement projects where infrastructure is updated on private and public lands (example: remove dated perched culvert and install bridge to allow fish passage upstream)</i>
<i>b. Remove impediments to infrastructure development and facilitate private sector efforts to construct infrastructure projects serving American needs</i>	X	
<i>c. Prioritize DOI infrastructure needs to highlight:</i> 1. <i>Construction of infrastructure</i> 2. <i>Cyclical maintenance</i> 3. <i>Deferred maintenance</i>		

Bureau of Reclamation Priorities and Alignment with the Upper Chewaucan SIA Watershed Assessment

<i>1. Increase Water Supplies, Storage, and Reliability under WIIN and other Authorities to Benefit Farms, Families, Businesses, and Fish and Wildlife</i>	X	<i>Resource managers in Lake County (both private and public) are very familiar with drought conditions and water reliability as the area contains five closed basins, one of which is the Chewaucan. The area is heavily reliant on seasonal snowpack to ensure water needs are met.</i>
<i>2. Streamline Regulatory Processes and Remove Unnecessary Burdens to Provide More Water and Power Supply Reliability</i>		
<i>3. Leverage Science and Technology to Improve Water Supply Reliability to Communities</i>	X	<i>A watershed assessment is intended to lead into project development that will address concerns and a thorough evaluation of the watershed can guide project designs. Project designs will need to ensure water supply, storage, and reliability meet the needs of those who depend on the water.</i>
<i>4. Address Ongoing Drought</i>	X	
<i>5. Improve the Value of Hydropower to Reclamation Power to Customers</i>		
<i>6. Improve Water Supplies for Tribal and Rural Communities</i>	X	<i>Meeting the diverse needs drives ingenuity where improved water supply and reliability concerns can be explored through project opportunities.</i>
<i>7. Title Transfer</i>		

## II. Project Budget

### A. Budget Proposal

Table 1. Total Project Cost

Source	Amount
Costs to be reimbursed with the requested Federal Funding	\$99,626
Costs to be paid by the applicant	\$0
Value of third-party contributions	\$18,440
<b>Total Project Cost</b>	<b>\$118,066</b>

Table 2. Budget Table

Item Descriptions	Computation		Quantity Type	Total Cost \$
	\$/Unit	Quantity		
<b>Salaries and Wages</b>				
<i>Project Management</i>	30	84	<i>hr</i>	2,520
<b>Travel</b>				
<i>Project Manager</i>	.56	530	<i>mi</i>	297
<i>Consultant (milage)</i>	.56	2400	<i>mi</i>	1,344
<i>Consultant (per diem and lodging)</i>	150	12	<i>day</i>	1,800
<b>Equipment</b>				
<b>Supplies and Materials</b>				
<b>Contractual/Construction</b>				
<i>SIA Project Coordinator</i>	40	63	<i>hr</i>	2,520
<i>Consultant: Compile existing data</i>	124	80	<i>hr</i>	9,920
<i>Consultant: Data Analysis - Update Watershed Assessment</i>	124	172	<i>hr</i>	21,328
<i>Consultant: Identify and Prioritize Restoration Projects</i>	124	98	<i>hr</i>	12,152
<i>Consultant: Audit Previous Restoration Work</i>	124	212	<i>hr</i>	26,288
<i>Consultant: Final Reporting</i>	124	100	<i>hr</i>	12,400
<b>Other</b>				
<b>Total Direct Costs</b>				<b>Total</b> 90,569
<b>Indirect Costs</b>				
Type of Rate			10%	9,057
<b>TOTAL ESTIMATED PROJECT COSTS</b>				<b>99,626</b>



## B. Budget Narrative

Salaries and Wages: Brandi Neider is a contracted by the LCUWC as a Stream and Riparian Project Coordinator. Brandi will serve as the Project Manager for this grant. Roles and responsibilities include compliance with all grant requirements (financial and performance reporting), contracting a qualified consultant company to complete an updated watershed assessment, working with SIA partners and stakeholder to ensuring the goals and objectives of the grant are met. Wages and hours associated with these responsibilities are reflected in the budget proposal.

Travel: The current state rate for travel reimbursement is \$.56 per mile. It is expected the Project Manager will travel to and from the project location (round trip of 132 miles) four times over the course of this grant to meet with consulting company, partners and stakeholders. Other meetings and conversations will take place over the phone or virtually. The furthest consultant company would come from is Portland, OR at a distance of 600 miles round trip. To complete field data the budget reflects four trips for a total of 2400 miles. If the consulting company comes from a closer distance the budget will allow for more visits. Standard rates for lodging and meal are approximately \$150 per day (96 lodging/55 meals). The budget proposal reflects 12 days which was calculated on four trips and three days of field data each trip.

Contractual: The SIA Project Coordinator's time is accounted for under contractual services. The SIA Project Coordinator has a key role in engagement and outreach among stakeholders and has extensive background working within the watershed. Their expertise and knowledge will be valuable to ensure an updated watershed assessment aligns with the needs of the SIA. The budget proposal reflects their time in phone calls, meetings, and coordination efforts among all entities involved.

The LCUWC sought the assistance of the SIA Project Coordinator, USFWS Fish Biologist, and two consulting companies to develop costs associated with this project. Discussions and meetings were held to ensure the project objectives and costs associated will meet the needs of the LCUWC and SIA partners. Once key tasks were identified the LCUWC obtained a budget example from a one of the consulting companies. The company created a detailed spreadsheet where the number of hours for each task were calculated with the cost/hr for the technician associated. The proposed budget in Table 2 is based on the budget provided by the consultant.

Third party contribution: The LCUWC would like the existing SIA water quality study and past water quality data to be summarized and compiled into a report that would be included in the watershed assessment. Associated cost from the quote provide would be \$6,440. The LCUWC would also like the consultant to evaluate fish passage barriers using eDNA technologies, the cost associated with this task is \$12,000. In order to incorporate these two tasks, the LCUWC will seek funding from a separate funding organization. A letter of commitment will be provided to Reclamation once these funds are secured. An estimated timeline to secure these funds will be August of 2021.

Indirect costs: The LCUWC will charge 10% for administrative duties. Administrative duties include general operating expenses such as payment processing, office space, phone and internet.

### III. Required Permits or Approvals

The LCUWC understands there are a considerable number of permits and approval that are required during restoration activities on public and private lands. Prior to the implementation of on the ground work, the LCUWC works closely with their partners to ensure compliance with all departments and policies: local, state, and federal. The following compliance checklist is a guide the LCUWC uses for common permits and approvals:

- State Historic Preservation Office/ Sec. 106 National Historic Preservation Act
- Endangered Species Act
- Clean Water Act
- National Environmental Policy Act
- Department of Environmental Quality
- Oregon Department of Fish and Wildlife - Fish Passage Design Approval
- Department of State Lands
- US Army Corp of Engineers
- Land Use Forms (County Planning Department)
- **Landowner Agreement**

The proposed project will only require the LCUWC to obtain landowner permission for reconnaissance and data collection on private property. The LCUWC works extensively with private landowners and ensures an agreement is in place before beginning any project. No other permits or approval are required at this time.

## IV. Official Resolution

### A. By Laws

#### LAKE COUNTY UMBRELLA WATERSHED COUNCIL BYLAWS

##### ARTICLE I - GENERAL

Section 1. NAME. The name of the group will be the Lake County Umbrella Watershed Council (LCUWC).

Section 2. FORM OF ORGANIZATION. The Lake County Umbrella Watershed Council will be an unincorporated association.

Section 3. AMENDMENT OR DISSOLUTION. The members will have the authority to amend, repeal or adopt new Bylaws for the group or to dissolve the group. Any change to the Bylaws will be presented and read at a regular membership meeting prior to the meeting at which any decision regarding the change is made.

Section 4. ADDRESS. The mailing address of the group will be PO Box 848 Lakeview, OR. 97630.

Section 5. MISSION. The mission of the group is:

TO PROMOTE COOPERATIVE WATERSHED RESTORATION ACROSS  
JURISDICTIONAL BOUNDARIES, TO ENHANCE LAKE COUNTY'S WATERSHEDS  
FOR PRESENT AND FUTURE GENERATIONS.

##### ARTICLE II. - MEMBERSHIP

Section 1. COMPOSITION OF THE BOARD. The Board of Directors will represent the voting members of the LCUWC which will include a representative from each of the five individual watersheds (Silver Lake, Upper Sycan, Upper Chewaucan, Warner Basin, Goose Lake Basin) and those individuals representing other significant sub-watersheds within Lake County, specifically (Crooked Creek, Summer Lake, and Fort Rock).

Section 2. TERM OF OFFICE. The Board members will remain a part of the membership for a two-year term or until they would like to withdraw from the Lake County Umbrella Watershed Council (whichever occurs first). Once the term is expired or a withdrawal has occurred the voting members will select a new representative from the watershed area.

The two-year terms are staggered for half of the board members; the membership re-appoints/votes on 3 board members every other year. This schedule ensures an appropriate overlap of experienced and new representation.

Section 3. REMOVAL AND REPLACEMENT. The voting members of the group which selected a board member may, by consensus, remove or replace that member at any time during that member's term.

Section 4. MEMBERSHIP MEETINGS. LCUWC meetings will be held four times a year with one of those meetings held at the annual watershed gathering. Meetings will be held alternately between Paisley and Lakeview. The time and date of membership meetings will be announced through invitational letter and/or phone call by the Watershed Program Manager. Notice of membership meetings will also be provided via the LCUWC's various media sources.

Section 5. PURPOSE OF MEMBERSHIP MEETINGS. The purpose of the membership meetings is to offer county wide direction to our Umbrella Watershed Council as a whole, through the representation of each individual watershed and the technical advisory committee. The discussion and decisions made at these meetings will assist Watershed Coordinators in creating county wide goals with project action plans each year. An education plan will also be devised to reach a greater number of landowners and students throughout Lake County. Watershed Coordinators will provide a guest speaker at meetings when necessary to keep the committee abreast of pertinent watershed issues.

Section 6. QUORUM. A quorum at a membership meeting will be those in attendance.

Section 7. CHAIR. The Board of Director's chairperson will run the meetings in accordance with the agenda, lead discussions and allow for voting when necessary. The chairperson will be selected annually at the first meeting of each calendar year.

Section 8. FACILITATOR. The Watershed Program Manager will coordinate the meeting agenda, take minutes of the meeting, and coordinate public information and media contacts from the group and such other duties as authorized by the membership. Unless otherwise directed by the members, the facilitator will schedule meetings, mail minutes, and in general oversees the necessary administrative duties and organizing needed by the group.

Section 9. NEW BUSINESS. The membership will not make decisions on new business without giving the members an opportunity to seek advice from the technical advisory committee or the watersheds they represent if requested.

Section 10. DECISION-MAKING. Decision-making at LCUWC meetings will be made by consensus of the voting members (Board of Directors). Determination of any major LCWUC decision will therefore require consensus approval during one regularly announced membership meeting. Consensus is defined by majority vote, greater than fifty percent. All minutes from past meetings will list a summary of all consensus actions that were approved or denied at that meeting.

### ARTICLE III. - TECHNICAL ADVISORY COMMITTEE

Section 1. PURPOSE OF THE TECHNICAL ADVISORY COMMITTEE. The Board members will bring direction and support to Watershed Coordinators, while the technical advisory group

will offer assistance, suggestions, and critique within their areas of expertise when needed in assessing and analyzing projects.

Section 2. COMPOSITION OF THE TECHNICAL ADVISORY COMMITTEE. Members of the technical advisory committee may include a representative from the following organizations; the Lake County Soil Water Conservation District, Natural Resources Conservation Service, Oregon State University Extension Service, Bureau of Land Management, Oregon Department of Fish and Wildlife, United States Forest Service, Oregon Department of Forestry, Lake County Cooperative Weed Management Area, Lake County Resource Initiatives, the Lake County Commissioner's Office.

#### ARTICLE IV. – PROJECTS

Per the professional services contract for each Watershed Coordinator the Lake County Umbrella Watershed Council Board of Directors authorizes the Watershed Coordinators to initiate all projects on behalf of the LCUWC if they are in accordance with the LCUWC's Annual Work Plan and follow the LCUWC's Financial Plan. All proposed projects should be presented to the Board of Directors at the earliest quarterly meeting.

#### ARTICLE V – CONTRACTS, GRANTS, AGREEMENTS, CHECKS, AND DEPOSITS

Section 1. CONTRACTS. The Board of Directors authorizes the Watershed Coordinators to enter any contract or execute any instrument in the name of and on behalf of the LCUWC if these contracts or instruments are not in violation of any local, state, or federal law and are within the scope of the "MISSION" as described in Article I, Section 5.

Section 2. GRANTS. The Board of Directors authorizes the Watershed Coordinators to enter into any grant proposal and receive funds or execute any instrument for grants in the name of and on behalf of the LCUWC so long as these instruments for the acquisition of the grants do not violate any local, state or federal law.

Section 3. AGREEMENTS. The Board of Directors authorizes the Watershed Coordinators to enter into agreements with the United States, the State of Oregon, public or private agencies, foundations, corporations, and individuals for the purpose of obtaining funding or payment to carry out the objectives, programs and purposes of the LCUWC so long as these agreements do not violate any local, state, or federal laws.

Section 4. INVOICES, CHECKS, DRAFTS, ETC. Invoices received from contractors can be approved by the Watershed Coordinators prior to payment processing. All checks, drafts or other orders for the payment of invoices, notes, or other evidence of indebtedness in the name of the LCUWC, shall be signed by one Board member that has been designated as check signer, and payments made in accordance with the annual budget as determined and approved in the Annual Work Plan, or as the Board of Directors may select. All bank reconciliation reports and quarterly financial reports shall be signed by a Board Member.



Section 5: DEPOSITS. All funds of the LCUWC shall be deposited to the credit of the LCUWC in such banks, trust companies or other depositions that the Watershed Program Manager has created and opened for and on the behalf of the LCUWC, or as Board of Directors may select.

ADOPTED on the 28th day of June, 2006.

FIRST UPDATE on the 22nd day of March, 2018.

SECOND UPDATE on the 16th day of June 2020.

Signatures of the Board of Directors on behalf of the Lake County Umbrella Watershed Council Members.

  
Signature of Board Member

  
Signature of Board Member

  
Signature of Board Member

  
Signature of Board Member

  
Signature of Board Member

\_\_\_\_\_  
Signature of Board Member

  
Signature of Board Member

## **B. Policies and Procedures**

### **Lake County Umbrella Watershed Council Policies and Procedures**

#### **I. PURPOSE:**

This policies and procedures document is designed to provide guidance and oversight over general Council operations and the fiscal affairs of the Lake County Umbrella Watershed Council (LCUWC). These policies apply to LCUWC contracted staff and the Council Board. The organization received its 501(c)(3) status with the Internal Revenue Service in 2007.

This manual includes fiscal and procurement policies established by the Board and Contracted Staff. The manual describes the policies and methods implemented and the simple methods used to transact the organizations business affairs. The manual will be updated periodically to reflect changes and clarifications in policies and procedures. Upon full review, the Council Coordinator will ensure that copies of the manual in use are updated and outdated policies and procedures are removed.

#### **II. GEOGRAPHIC AREA and COMMUNITY INTERESTS:**

The Lake County Umbrella Watershed Council geographically covers all of Lake County, including the following watersheds: Silver Lake Watershed, Upper Sycan Watershed, Upper Chewaucan Watershed, Warner Basin Watershed and Goose Lake Basin Watershed.

The LCUWC seeks to meet community interests by including a broad range of local individuals and organizations. Voting members in the LCUWC will include a representative from each of the five individual watershed councils and those individuals representing other significant sub-watersheds within Lake County, specifically (Crooked Creek, Summer Lake, and Fort Rock). Members of the technical advisory committee will include; the SWCD, NRCS, OSU Extension, BLM, ODFW, USFS, Lake County Cooperative Weed Management Area, Lake County Resource Initiatives, the Lake County Commissioners Office.

#### **III. COUNCIL OPERATIONS:**

LCUWC meetings are held four times a year with one of those meetings held at the annual watershed gathering. Meetings will be held alternately between Paisley and Lakeview. The time and date of membership meetings will be announced through invitational letter and/or phone call by the Watershed Program Manager. Notice of membership meetings will also be provided via the LCUWC's various media sources.

#### **IV. FINANCIAL MANAGEMENT POLICIES:**

##### **A. Budget Approval and Maintenance**

1. The annual budget of the organization shall be prepared by designated financial contractor and approved by the Board. The budget shall be approved prior to the beginning of the fiscal year.

2. The organization's fiscal reporting period is January 1st through December 31st.

### B. Financial Reporting

1. To ensure that the ongoing financial condition of the organization is consistent with the priorities approved by the Board, the financial contractor, directly or through his or her designee, shall:

- a. Report once every three months to the Board on the financial position and financial operating results of the organization activities.
- b. Pay all debts and file required reports in a timely manner.
- c. Plan and control administrative operations so as to work within approved budget amounts, reporting to the Board any line-item General Fund expense increase in excess of \$2,500 and the reason for these variances.
- d. Limit vendor credit amounts to prudent and necessary levels.
- e. Make no contractual commitment for bank loans or for real estate leases or purchase without the approval of the Board.
- f. Avoid conflicts of interest in purchases and in all other uses of the organization's assets
- g. Periodically assess the adequacy of reserves as they relate to current and long-range spending plans. Allocations shall be made for programs, fundraising, and management and general expenses.
- h. Financial reports shall be approved by the Board every three months at Board meetings. This action must be documented in the meeting minutes.
- i. Journal entries shall be kept regularly for changes made within QuickBooks.
- j. Bank reconciliations will be signed by a Board Member quarterly.

### C. In-Kind Goods and Services

Donations of in-kind goods and services shall be recorded per the applicable grant agreement on a quarterly basis by designated Board staff. Records shall be kept in the applicable grant files.

### D. Transactions

Separation of duties shall be employed where feasible concerning all financial transactions.

### E. Revenue

1. Revenue shall be recorded in the period earned. All invoices shall be reviewed by designated Board contractor(s) prior to submitting to customer/funder for payment.

### F. Billing

1. Customers/funders shall be billed for all eligible expenses related to their contractor or grant. Expenses related to program transactions shall be captured via the Accounts Payable process.
2. Designated staff shall review all draft invoices prior to mailing.

### G. Cash Receipts and Deposits

1. Copies of funds received shall be attached to related documents.

2. A bank deposit slip shall be filled out and attached to check for deposit.
3. Invoices shall be filed in appropriate files.
4. A check stub or copy of check/receipt shall be attached to bank deposit receipt and filed in appropriate file.
5. All checks shall be signed and invoices initialed by a designated Board Member (check signer) prior to payment. This can be done in-person or via the e-signing process.
6. All receipts shall be retained by the LCUWC for six years prior to discarding.

#### H. Expenses

1. All expenses shall be recorded when expended. Allocation of direct expenses and shared expenses shall be based on appropriate relationships, i.e., square footage of facilities and/or staff time.
2. Allocations shall be made for programs, fundraising, and management and general expenses.

#### I. Purchases, Accounts Payable and Cash Disbursements

1. All purchases shall be approved by the designated Board financial contractor and designated board members.
2. Supporting documentation for each invoice received shall include the original invoice or purchase document and account, program, and donor/grant to be charged.
3. All requests for payment shall be reviewed by the Lake County Umbrella Watershed Council financial contractor and designated board members.
4. The numeric sequence of all checks shall be maintained.

#### J. Travel and Entertainment

The LCUWC has chosen to utilize guidelines for business travel and entertainment expense reimbursement as outlined by the State of Oregon.

1. Travel advances: Individuals may require a travel advance when overnight, out-of-town travel is required to conduct business. Requests for advances should be approved by the Board and submitted for payment.
2. Mileage reimbursement: Mileage will be reimbursed at the standard state reimbursement rate. Requests for reimbursement shall include documentation of the date and purpose for travel, destination, and mileage.
3. Meal and lodging expenses: Requests for reimbursement for lodging shall include original receipts or invoices and documentation of the date and purpose for travel, the location of the activity and the amount of the expense. A receipt for meals and incidentals is not required if the expense is incurred for overnight out-of-town travel and is not more than the daily state reimbursement rate for the locale.

#### **V. ASSET PROTECTION:**

To ensure that the assets of the LCUWC are adequately protected and maintained, Board financial contractor, shall:

1. Plan and carry out suitable protection and maintenance of property and equipment.

2. Avoid actions that would expose the LCUWC, its Board or its staff to claims of liability.
3. Protect intellectual property, information, and files from unauthorized access, tampering, loss, or significant damage.
4. Clearly identify personnel authorized to establish accounts and contractual relationships with vendors and other outside organizations.
5. Invest money in accordance with Board approved investment policies.

## **VI. SUCCESSION PLAN:**

To ensure that the LCUWC is suitably prepared to face the following significant risks:

### A. Prompt Meeting of Executive Committee when the Following Occurs

1. Loss of key personnel
2. Loss of key performance or administrative facilities
3. Significant financial developments

## **VII. AUDITS AND REVIEW:**

The Council will have an annual review of their books by a legally qualified accounting organization. An audit will be conducted if recommended by the organization conducting the review or if more than \$750,000 in federal funding is obtained in one fiscal year by the Council.

## **VIII. PROCUREMENT POLICY:**

### A. Purpose

The purpose of this policy is to ensure that the Lake County Umbrella Watershed Council (LCUWC) procurement activities result in a fair, time-efficient process that delivers high quality products and services for the greatest overall value.

### B. Definitions

1. Professional Services: Contracting with private professional service consultants (e.g., engineers, restoration biologists, landscape architects, watershed scientists, etc.) to provide analysis and interpretation typically culminating in a project design and/or analytical report.
2. Construction/Implementation: Contracting with construction and/or implementation crews (e.g., heavy equipment, labor crews, planting crews, or other implementation services) to assist in the implementation of a project.
3. Supplies/Materials/Equipment: The acquisition of supplies, materials, or equipment (e.g., plants, rock/whole trees, tools, computers, vehicles, software, etc.) for the implementation of projects and/or the operations of the LCUWC.

### C. Professional Services Procurement

1. Council Coordinator and/or Project Manager shall use the following policies when obtaining Professional Services:
2. For contracts involving an anticipated fee of \$100,000 or less per year, the Coordinator and Project Manager may negotiate a contract for such services with any qualified contractor listed on the qualified contractor list.

3. For contracts involving an anticipated fee of greater than \$100,000 the Council Coordinator and Project Manager shall solicit a competitive bid proposal.
4. Coordinator and Project Manager shall advertise a request for proposal with a Scope of Work (including work products, schedules, evaluation criteria, desired outcomes, and other details), and may utilize the bid evaluation form and conflict of interest form to determine the prospective contractors' interest and ability to perform the proposed assignment.
5. Following a review of the qualifications and/or use of the bid evaluation form, Coordinator and/or Project Manager shall select the prospective contractor and negotiate a Professional Services Contract.

#### D. Construction/Implementation Procurement

1. Coordinator and/or Project Manager shall use the following policies when procuring Construction/Implementation Services: For contracts involving an anticipated fee of \$100,000 or less per year, the Coordinator and/or Project Manager may negotiate a contractor for such services with any qualified contractor selected by the Coordinator or Project Manager.
2. Contracts involving an anticipated fee of greater than \$100,000/project shall be subjected to competitive bid process.
3. Coordinator or Project Manager shall prepare a Request for Proposal and Qualifications outlining the needs of the project, schedule evaluation criteria, and other necessary details. The Request for Proposal and Qualifications shall be advertised and made available to prospective contractors.
4. Quotes and Qualifications shall be received and reviewed by Coordinator and Project Manager per the evaluation criteria.
5. The bid evaluation form and conflict of interest form may be used and an evaluation team may be formed to review and compare proposals.
6. Following a review of the qualifications, Coordinator and Project Manager shall select the prospective contractor and negotiate a Construction/Implementation Contract.

#### E. Supplies/Materials/Equipment Procurement

1. Coordinator or Project Manager shall use the following policies when procuring supplies, materials and/or equipment:  
Procurement of supplies, materials or equipment valued at greater than \$10,000/contract or item shall require a minimum of two price quotes. If two price quotes cannot be obtained, Coordinator or Project Manager shall make a written record of this fact and proceed with negotiating a purchase from the supplier.
2. Price quotes shall be received and reviewed by Coordinator and/or Project Manager. Coordinator or Project Manager shall select the supplier that provides the best value for the LCUWC, taking into account price and other applicable factors such as quality, brand, or availability.
3. Coordinator or Project Manager shall negotiate the details of the procurement contractor with the selected supplier.

#### F. Responsibility

1. The Coordinator and/or Project Manager is responsible for negotiating all contracts under this policy.
2. All projects that exceed \$100,000 shall be advertised with a Request for Proposal bid opportunities prior to contractor selection.

G. Reporting

1. The Coordinator or Project Manager shall provide a list of awarded contracts in the normal meeting Coordinator or Project Manager reports to the board.
2. The Coordinator or Project Manager report shall include the name of the contractor, the amount of the contract and the project.

H. Contract Review Board

Exceptions to this policy may be granted by the Council Board on a case by case basis.

**IX. LITIGATION:**

The LCUWC does not rely on litigation to compel regulatory enforcement to implement its mission. All interactions are voluntary.



## **IV. Letters of Support**

A. US Forest Service (Attached)

B. Oregon Department of Agriculture (Attached)



File Code: 2600  
Date: January 14, 2021

Bureau of Reclamation  
Denver Federal Center  
Bldg. 67 Rm. 581  
6th Ave. and Kipling Street  
Denver, CO 80225

RE: WaterSmart Grant Application – Chewaucan Strategic Implementation Area Partnership

To Whom It May Concern:

The purpose of this letter is to demonstrate the Fremont-Winema National Forest's commitment to the Chewaucan Strategic Implementation Area Partnership and its pursuit of watershed assessment funding. I encourage you to consider the partnership's technical grant application proposal for updating the 1999 Upper Chewaucan Watershed Assessment.

The Fremont-Winema has provided many hours of in-kind support to several members of the partnership in the form of aquatic habitat restoration, fish passage, and various watershed restoration projects. The requested technical grant funds are needed by the partnership to continue with the goal to improve water quality and restore watershed conditions in the Upper Chewaucan, particularly in light of a changing climate.

Approval of the technical grant application would lead to a better understanding of watershed conditions in the Upper Chewaucan and will assist the Partnership with the development of a restoration plan and pursue funding for identified projects. These projects will ultimately assist in the improvement of water quality conditions in the watershed, most notably water temperature, suspended sediment, total phosphorous and nitrogen. Therefore, the Fremont-Winema National Forest encourages you to consider the Chewaucan Strategic Implementation Area Partnership technical grant proposal for updating the Upper Chewaucan Watershed Assessment.

Sincerely,

Richard Pyzik  
Eastside Fish Biologist  
Fremont-Winema National Forest  
Paisley, OR  
541-943-4440  
[richard.pyzik@usda.gov](mailto:richard.pyzik@usda.gov)





**OREGON  
DEPARTMENT OF  
AGRICULTURE**

*Protect. Promote. Prosper.*

**Agricultural Water Quality Program**  
635 Capitol St NE, Salem, OR 97301-2532  
503.986.4767 | [Oregon.gov/ODA](http://Oregon.gov/ODA)

January 15, 2021

Bureau of Reclamation  
Denver Federal Center  
Bldg. 67 RM 152  
Denver, CO 80225

Dear Reviewer:

The Oregon Department of Agriculture (ODA) is pleased to support the proposal "Upper Chewaucan Watershed Assessment." The project will support Strategic Implementation Areas, a priority initiative.

Strategic Implementation Areas (SIAs) are geographic areas selected by ODA in coordination with several other state natural resource agencies and local partners. The purpose is to ensure compliance with Agricultural Water Quality Rules and identify and act on additional opportunities for improving water quality and watershed health ("uplift"). An SIA Partnership is formed for each SIA and consists of members of Coordinated Streamside Management agencies and local partners. Its purpose is to provide targeted outreach and assistance to landowners and implement projects that support uplift, while helping landowners comply with state regulations. In addition, land and water quality conditions are monitored before and after project implementation to track the benefits of work in the SIA; the monitoring plan is developed and implemented by a subset of the SIA Partnership.

The Upper Chewaucan Watershed in Lake County was selected as an SIA in 2019. Despite a history of decades of work by public and private landowners in this watershed, the last assessment dates from 1999. In addition, a series of wildfires have altered the results of that assessment. An updated assessment is needed to guide SIA Partnership and landowner efforts to address existing issues and to develop a monitoring plan for measuring the benefits of the SIA process in the Upper Chewaucan.

ODA has already provided support to the Upper Chewaucan SIA by evaluating likely compliance of taxlots with the Rules and identifying opportunities for uplift. However,

all information is from aerial imagery or public viewpoints; a new assessment would complement ODA's observations. ODA is also an active member of the SIA Local Monitoring Team.

ODA has a long successful history of working with the Lake County Umbrella Watershed Council on projects throughout Lake County. We look forward to working with them as part of the SIA Partnership and are eagerly anticipating an updated Watershed Assessment.

Sincerely,

A handwritten signature in black ink that reads "Stephanie Page". The signature is written in a cursive, flowing style.

Stephanie Page, Director  
Natural Resources Program Area  
(503) 986-4700