



FY2016 (7/1/15 – 6/30/16) Annual Work Plan

Cowlitz Conservation District

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Mission of the Cowlitz Conservation District

- The mission of the Cowlitz Conservation District is to protect and improve the natural resources of the District and to guide resource development and use to provide the highest quality of life for present and future citizens.

Natural Resource Priorities

- To coordinate the delivery of, and maintain the Districts capacity to provide technical assistance to landowners within the district promoting sound resource management. This includes the ability to provide walk-in/call-in, field visits, and community watershed level technical assistance for planning, designing, and implementing practices that address site-specific resource concerns.
 - Local priority, based upon landowner feedback during long range planning outreach, supporting agencies includes all of our local natural resource partners including Cowlitz County Noxious Weed Control Board, WSU Cooperative Extension, WDFW, WSDNR, WSDOE

Local Resource Priorities include:

- Salmon Recovery*:
 - State (Lower Columbia Salmon Recovery and Fish and Wildlife Plan), Regional / Federal (Pacific Coast Salmon Recovery & Endangered Species Act)
 - LCFRB, SRFB, NOAA-NMFS, WDFW, LCREP,
- Water Quality*: predominantly non point source pollution
 - State (WSDOE 303(d) list; Federal (EPA - Clean Water Act & USDA NRCS - State Natural Resource Concerns)
- Flood Damage Mitigation*
 - State & Federal (WSDOE & FEMA - Flood Hazard Mitigation Programs)
- Economic Viability*
- Invasive Weeds*
 - State (WSDA Noxious Weed Program)

* Landowner assistance does not fit neatly into natural resource priorities as listed above. Landowners typically request assistance to resolve their resource concerns which generally encompass most if not all of the priorities. Landowners typically are interested in being good all around stewards of the land under their care.



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Natural Resource Priority Program Area: Community Watershed Management Program

Goal(s):

Continue to develop and secure funding to maintain the District’s capacity to assist watershed communities with planning and implementation on a watershed level.

Assist local watershed communities to address local natural resource issue(s) on a comprehensive basis.

Natural Resource Measurable Result Objective:

Measurable result objectives are somewhat variable amongst watershed communities. Typical measurable result objectives include

Improve water quality by implementing practices designed to bring specific parameters to within state standards

Implement short-term practices that will address high priority limiting factors for salmon recovery on a reach-by-reach basis and implement long term practices that will help sustain improvements.

Implement practices designed to address landowner identified site specific resource.

Conduct education / outreach activities community wide and individually to increased awareness of natural resources stewardship.

Assist with community based effort to manage noxious weeds emphasizing those species that spread aggressively via water.

Programmatic Measurable Result Objective: [

Long term objective: Develop and implement plans and designs with 75 percent (spatially) of the community watershed in order to realize a measurable difference in most watershed based resource concerns.

Annual measureable objective:

Assist 2 landowners with implementation, 2 landowners with site planning and design, and 2 landowners with project development/funding in each community watershed.

Funding Source(s): The principal funding sources for this program includes WSCC implementation and Governors Salmon Recovery Office.

Activities for FY2016	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<u>Coweeman River Community Watershed Project</u>					
Continue monitoring and maintaining stream restoration projects that have been implemented in cooperation with landowners (10 landowners)	May 2016	Mgr/RT	2/10	3600	
Complete implementation of the Andrews Homeplace Project and Fowler Restoration Project	10/15	Mgr/RT	20/40	20100	
Continue to identify opportunities, plan projects, and apply for project funds during the 2015/16 LCFRB funding cycles (Libby site)	June 2015	Mgr/RT	5/10	5025	
Collaborate with the Cowlitz County Weed Board and the St Helens Cooperative Weed Management Program to continue treatment of	6/2017	Mgr/Rt	10/128	38538	Includes assessment;

knotweed in the Coweeman River Watershed					initial treatment; initial planting
<u>Mill, Abernathy, Germany Creek Community Watershed</u>					
Continue monitoring and maintaining stream restoration projects that have been implemented in cooperation with landowners (3 landowners)	May 2016	Mgr/RT	1/2	1005	
Plan, survey, design, and permit the Davis Project for construction during the 2016 hydraulic window.	March 2016	Mgr			
Continue to identify opportunities, plan projects, and apply for project funds during the 2015/16 LCFRB funding cycles (Smtih and Barker Tree Farm project sites)	January 2016	Mgr/RT	2/2	1480	
Attempt to collaborate with LCFRB and cooperators that have worked with CCD to implement projects in an effort to use our projects as a demonstration site for neighbors in the drainage	Ongoing	Mgr/RT	2/2	1480	
<u>Arkansas Creek Community Watershed</u>					
Plan, survey, design, and permit the Bingham Stream Restoration project for construction during the 2016 hydraulic window	June 2016	Mgr/Rt	7/1	3590	
Plan, survey, design, and permit the Richards Stream Restoration project for construction during the 2017 hydraulic window	June 2016	Mgr/Rt	3/1	1690	
Implement the Scwinn phase I salmon recovery project during the 2015 hydraulic window.	Oct. 2015				
Plan, survey, design, and permit the Schwinn phase II Salmon recovery project for construction during the 2016 hydraulic window.	June 2016				
Continue to identify opportunities, plan projects, and apply for project funds during the 2015/16 LCFRB funding cycles.	Jan 2016	Mgr/RT	5/10	5025	
<u>Toutle River Watershed</u>					
Continue to increase our awareness of the actions in process in the Toutle River Watershed in order to ascertain potential role of the District in this watershed. LCFRB is proposing a Lower South Fork Toutle River project scoping process for 2013	Ongoing	Board/Mgr	1/3	475	
Collaborate with Cowlitz County Public Works and Commissioners to develop a watershed based fee-in-lieu mitigation plan. 2015/16 efforts focused on buy-in and plan development.	Ongoing	Mgr/Board	5/2	2400	



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Natural Resource Priority Program Area: Technical Assistance

Goal(s):

Natural Resource Measurable Result Objective: To coordinate the delivery of and maintain the District’s capacity to provide technical assistance to landowners within the district promoting sound resource management.

Programmatic Measurable Result Objective: [

Maintain existing CREP Contract Sites and enroll two additional sites (~30 acres)

Provide technical assistance to 35 landowners

Assist 5 landowners with planning / design assistance

Inform community of programs and opportunities available to them

Funding Source(s): The principal funding sources for this program includes WSCC implementation and SRFB.

Activities for FY2016	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<u>Conservation Reserve Program</u>					
Provide planning assistance to landowners with new contracts to plan and implement CREP and provide assistance to two additional landowners interested in the program by assisting with getting them enrolled in the program, conducting site inventory, preparing management plans, and implementing plans (Smith, Bingham, Richards, Schwinn anticipated)	6/2016	Mgr/RT/BK	2/5/1	2565	
<u>Livestock management assistance</u>					
Provide assistance to livestock operations as needed; currently 1 in process through cat 3 funding.	6/2016	Mgr/RT/BK	.5/.5/.5	515	

<u>Fish Passage Projects</u> Continue to assist landowners and agencies with FFFPP projects. Activities include conducting barrier assessments and generate project cost estimates. (none known at this time)	6/2016	Mgr/RT/BK	1/1/1	1030	
Utilize regional culvert inventory database and GIS application to inform forest land manager about the FFFPP program and inform agriculture and rural residential landowners about opportunities to correct fish passage through the GSRO process	6/2016	MGR/RT	1/2/2	1585	
Monitor all former FFFPP project sites for effectiveness	12/15	Mgr	1	475	
<u>General technical assistance</u> Assist walk-in/cal-in customers with technical assistance needs. Typically over 50 per year	6/2016	Mgr/RT/BK	5/10/12	8505	
Assist about five landowners with the development of plans.	6/2016	Mgr/RT/BK	10/10/5	8850	
Continue to explore opportunities to re-establish a SW (or CCD/WCD) Washington forestry position (Cat 3 pending)	6/2016				
<u>Forestry Program</u> Continue exploring opportunities to reinstate a full time forestry position capable of meeting cooperators needs	Ongoing	Mgr/Brd	1/1	475	
Continue providing forestry assistance to cooperators	6/2016	Mgr/For	5/113	30625	
<u>SWPE</u> Continue to participate in the ECB in support of the SW Region PE position	6/2016	Mgr/BK	1	475	
<u>Noxious Weeds</u>					
Assist the Cowlitz County Weed Control Board with development and implementation of an effective noxious weed abatement program.	6/16	Mgr/Brd	2/4	950	
Participate as warranted in the SWWA Cooperative Weed Management Area (CWMA) process	Ongoing	Mgr	2	950	
<u>Cowlitz Public Works</u> Continue to collaborate on task orders through interlocal agreement (silver lake mitigation)	Ongoing	Mgr/Rt	2/10		
<u>Miscellaneous</u> Continue to represent the constituency we serve by monitoring and taking action as needed on issues relating to natural resources within the area	Ongoing	Brd/Staff	10/2	950	



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Natural Resource Priority Program Area: Information, Education, and Outreach

Goal(s):

Natural Resource Measurable Result Objective: Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.

Programmatic Measurable Result Objective: [

- Assist ~10 landowner with stewardship forestry training
- Assist 4 local school district with environmental education
- Promote natural resource stewardship by providing information to the public through county fair
- Assist local partners disseminate natural resource information through a wide range of local venues (earth day, kids fishing day, arbor day, parks and recreation...)

Funding Source(s): The principal funding sources for this program is WSCC implementation funds.

Activities for FY2016	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Education/Outreach					
<u>Coached Planning Workshops</u> Partner with Department of Natural Resources and Cooperative Extension to host local workshops	6/2016	Mgr	2	950	
<u>Envirothon</u> Participate in regional Envirothon	5/2016	RT/BK	1/3	1135	
<u>Cowlitz County Fair</u> Participate in the county fair by developing and displaying an exhibit in the natural resource building. Cooperate with building exhibitors to foster a cooperative effort to manage the building and draw in fair-goers.	8/2015	Mgr/RT/BK	.5/1/5	1953	

<p><u>Miscellaneous Activities</u> Continue to participate when possible in local activities oriented around natural resources (e.g. earth day celebrations, classroom partnerships, and assistance to student groups for tree planting days, and annual tree sale).</p>	6/2016	RT/BK	1/3	1135	
<p><u>Tree Sale</u> Partner with Cowlitz Farm Forestry Association to conduct an annual tree sale to support local students and adults participating in natural resource education activities</p>	4/16	BK/Brd	5/1	1450	



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District Program Area: District Operations

Goal(s): To maintain effective and efficient operation including accounting, grant administration, personnel management, and implementation of district policies.

Programmatic Measurable Result Objective:

Proper use of public money

At least one meeting to inform the public of district activities and upcoming plans

Funding Source(s):

Activities for FY2016	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
District Operations					
Submit grant vouchers and misc. grant paperwork as required.	Monthly	Mgr/BK	4/24	8860	
Prepare business information for Board meetings/Board Meetings	Monthly	Mgr/BK	2/12	4430	
Mid Month AP/AR	Monthly	Mgr/BK	2/6	2690	
Annual Plan of Accomplishments	Monthly	Mgr/BK	1/2	1055	
Prepare Southwest Association Meeting	10/15/2015	Mgr/BK	2/2	1530	
Prepare for and conduct annual election	10/15/2015	BK	1	290	
Arrangements to participate in WACD Annual Meeting	4/15/2016	BK	1	290	
Continue to prepare and submit grant applications as needed	7/15/2015	BK	1	290	
Prepare annual plan of work/review Long Range Plan	Ongoing	Mgr/RT	2/4	2110	
	10/15-4/16	Mgr/Brd	1.5/1	713	
Submit reports as required (quarterly and semi annual reports)	Ongoing	Mgr/BK	2/1	1240	
Complete and submit annual financial report	5/1/2016	Mgr/BK	1/5	1925	
Complete internal audit / Schedule 22	3/1/2016	BK	5	1450	
Apply for WSCC Funding	5/1/2016	Mgr/BK	1/2	1055	
Manage and Maintain District Owned Land	6/16	Mgr/Brd	2/5	950	



FY2016 Annual Budget
Cowlitz Conservation District

Insert district budget for FY2016 (7/1/15 – 6/30/16)

Salaries and Benefits		
	District Operations	\$40,000
	Community Watershed*	\$80,000
	Technical*	\$45,000
	Education Outreach	\$10,000
Facilities		\$40,000
Vehicle		\$4,000
Equipment		\$3,500
Travel		\$5,000
Misc Goods & Services		\$5,000
ESTIMATED OPERATING BUDGET*		\$227,500
* + \$30,000 depending on local ability to fund a forestry position		