



## **FRIENDS OF TUALATIN RIVER NATIONAL WILDLIFE REFUGE COMPLEX**

February 22, 2021 Board Meeting Minutes

The meeting was held via Zoom.

Present: Bonnie Anderson, Dawn Carovano, Alan Christensen, Cheryl Hart, Tom Hartz, , Michelle Miller, Phyllis Millan, Sharon Miller, Louie Olivares, Keith Palevsky, Tom Stibolt, Willem Stoeller, Irene Vlach.

Staff: Carly Hischmann, Larry Klimek, Curt Mycut.

Absent: Keith Mays

### **I. Quorum**

We have a quorum (8 directors required).

### **II. Call to Order (6:30pm)**

### **III. Welcome, Roll Call and Introduction**

### **IV. Approval of Agenda**

### **V. Approval of last meeting's minutes**

Motion to approve the minutes:

1. Tom H.
2. Phyllis

Passed.

### **VI. Committee Reports Consent Agenda**

#### **A. Financial Reports**

Reports were submitted electronically, as well as the draft Charter.

#### **B. Restoration Report**

Report was submitted electronically.

#### **C. Photo Society Report**

Report was submitted electronically.

#### **D. Governance Report**

Report was submitted electronically, as well as draft Charter.

- E. IT Report  
Report was submitted electronically.
- F. Membership Committee Report  
Report was submitted electronically.
- G. Store/Visitor Services report  
Report was submitted electronically.
- H. Advocacy Report  
N/A
- I. Tualatin River Bird Festival Report  
Report was submitted electronically.
- J. Community Asset Funds  
Report was submitted electronically, as well as the Charter.
- K. Any additions/supplements to reports.

Motion to approve the Consent Agenda and the Reports:

- 1. Tom S.
  - 2. Alan
- Passed.

**VII. Programs: Guest Speakers: Larry Klimek, Project Leader, Curt Mykut, Biologist USFWS and Carly Hirschmann, FOR Restoration Specialist**

a. Project Leader's Report

Michelle and Larry reviewed the Friends Agreement. Sterling is entering the corrections and will return the Agreement to Michelle, probably tomorrow (Feb. 23).

The walk-through at the pumps station took place and the pumps will probably start running tomorrow. The walk-through for the bridges will take place on March 2.

A mandatory mask policy for all federal lands is now in place, unless you can social distance.

The storm earlier this month took down many pine trees at the Rock Creek unit, falling on a neighbor's building, fence and right-of-way. An additional 30-40 trees will have to be removed this summer so they don't become a fire hazard.

Michelle offered to post on our website clarifications on mask wearing on the Refuge. Larry will give Bonnie some information.

- b. Biology AWP Presentation: Curt – Annual Work plan

**WAPATO LAKE NWR**

- **Protect the investments being made to improve ecological function and establish public use at Wapato Lake by developing a long-term levee infrastructure protection plan**
- **Prepare for first round of native plant re-establishment and restoration of hydrology at Wapato Lake**
- **Manage the 7-acre riparian planting zone at the N end of Wapato Lake**
- **Manage cooperative farming program on the Complex**

The levies are important to achieve ecological goals and public use. They were built in the 30s and require much maintenance (including nutria control). Substantial work has been done over several years on site preparation to get the lake bed ready for restoration. The first round of seeding and planting of native trees and shrubs will take place in the fall, on the periphery of the lake bed. Hopefully this is the last year the lake is de-watered. For the next two years we have to make sure the plantings of 2020 survive, which will require weed control. The Service also owns some upland property which will be part of a 5-year cooperative farming program with local farmers. The Service's goal is to provide winter forage for geese and to control weeds. The farming program is highly regulated. The Service is planning to maintain hunting at both Refuges.

**TUALATIN RIVER NWR**

**Restoration Focus**

- **Implement the final phase of the Chicken Creek restoration project**
- **Implement ecological restoration work for the Dennis uplands and wetlands**
- **Implement ecological restoration/enhancement work for Bump-Brenner**
- **Provide support to Metro associated with implementation of ecological enhancement work at Heritage Pine Natural Area**

The goal for Chicken Creek is to install the new bridges and to reconnect the creek. The Service is working with Clean Water Services (CWS) at the Dennis unit on riparian and emergent wetlands enhancement and restoration on 30+ acres. The Service is also working with CWS on the Bump-Brenner site (25 acres) on a riparian enhancement project. The plantings are completed on both units. This summer the Service will be helping Metro on their Heritage Pine property with restoration of wet prairie, emergent wetlands and oak habitat.

### **Management/Maintenance**

- **Manage the Oleson uplands and wetlands**
- **Management of listed prairie plants - Nelson's checkermallow and golden paintbrush (5S/Chicken Cr/Oleson)**
- **Implement management actions for the 1P/2P wetlands and uplands, and uplands around admin building and VC**

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This category includes long-term maintenance of the sites. In future years a large restoration project will be undertaken for oak prairie. The Service will maintain the populations of reintroduced listed prairie plants. 1P/2P still need additional restoration work.

The Service is setting up monitoring on Chicken Creek with ODFW. Before the ditch will be filled in, there will be an effort to salvage the fish (including cutthroat trout and coho) and mussels that live in it and to relocate them to a conservation easement owned by Metro in the headwaters.

### **Planning**

- **Develop an ecological enhancement/restoration plan for the E side of 1P and uplands around admin buildings and VC**
- **Draft a public-private cooperative enhancement and management plan for Onion Flats**

### **Monitoring/Data Management**

- **Implement Complex I&M Plan**
- **Develop geodatabase for Refuge spatial data**

### **Funding**

**Prepare for final year of BPA stewardship funding**

The Service is developing further restoration plans for 1P/2P, as they still need a lot of work.

At Onions Flats, a patchwork of public and private ownership, it is challenging to develop a restoration plan. The Service is working with the private landowners to find an outcome that is a win for all. Ducks Unlimited is also involved. The goal is to enhance the hydrology of the site and to create shorebird and wintering waterfowl habitat while allowing opportunities for the private landowners to implement their agricultural operations in the late spring through summer.

Monitoring: the Service recently completed a new inventory and monitoring plan for the Complex that guides how the Service handles biological monitoring across the Complex.

Over the past 10 years, BPA has given stewardship money (app. \$100,000 per year) for a biological science technician and field supplies. This funding stream is coming to an end this year and the Service has to plan for this void.

Feel free to email Curt with questions.

- c. Open for Q&A and discussion

## **VIII. Reports**

- a. President: Friends Partnership Agreement

Larry and Michelle are currently wrapping up the finalizing of the Agreement.

- b. Project Leader (see Program)

- c. Refuge Staff (See Program)

- d. Financial Update and Charter vote

Willem reported that he and Keith made changes to the reports. If you have questions or suggestions about the new format, send an email to either Keith or Willem. Going forward they will track net store income separately, i.e., store income minus direct and allocated store expenses and minus any funds used for Refuge assist.

The finance committee finalized the new Charter.

Motion to approve the Charter:

- 1. Keith P.
- 2. Tom Hartz

Passed.

The Finance committee recommends increasing operational reserves to 6 months, including payroll for administrative functions, to \$29,375.

Motion to increase operational reserve to \$29,375:

- 1. Willem
- 2. Tom S.

Bonnie recused herself.

Passed.

If we qualify, we will apply for a 3<sup>rd</sup> PPP loan (Paycheck Protection Plan).

We have remaining designated funds for 1P/2P planting. Since the mechanism for obtaining Refuge assist funding has changed, Willem proposes to undesignate these funds.

Motion: to undesignated \$1,382 remaining from planting expenses for 1P/2P and to return these funds to our general (unrestricted) funds:

1. Willem
2. Tom H.

Passed.

e. Governance Committee Charter vote

Motion to approve the Governance committee Charter:

1. Louie
2. Willem

Passed.

f. Community Asset Funds update: Bonnie

The Community Assets Funds are designated for the Friends groups to spend out of Urban program funding – each of the Friends groups has a say on how the funds are allocated and may receive grants from this fund. The Friends of Ridgefield are the fiscal agent for these funds. The Greenway Elementary School project, in which we are involved, is the first one in the pipeline to receive a grant from this fund.

The total available funds amount to \$50,000. This year \$5,000 will be spent on Greenway. At this point it is not clear whether we will be allowed to roll the funds over to next year, or whether more funding will be available next year. Bonnie's priority is equity, i.e. ensure that Multnomah and Clark counties also benefit from the fund. The funded projects should span several years and build upon themselves to benefit the community. Building trust and breaking down barriers are the focus of the Greenway project at this point.

Greenway is a pilot project with much potential to grow – including in the Gaston school district, to build a relationship with Wapato Lake.

g. Committee breakdown of Fundraising and Membership

Bonnie asked for help in figuring out membership, volunteer recruitment, fundraising and grant writing committees.

Todd and the Visitor Services team are also grappling with the questions of how to ensure they have the volunteers they need and how to recruit them. Is there a potential link between the membership committee and the Volunteer Services Committee? We need to encourage members to learn what volunteer opportunities exist so they can become involved, either through committee membership, or by working on projects. Willem volunteered to help figuring out what the members want, and what we want from the members.

Phyllis will work with Bonnie and Irene on a draft committee Charter.

- h. Any committee report needed to present in person

## IX. Old Business

- a. Action Items from the November meeting:
  - Status of Photo Society: will be dealt with at the end of the pandemic.

From the October meeting:

- Signing and updating of bank documents: completed.
- Wapato Lake visit: postponed until the pandemic allows.

- b. Any other old business

## X. New Business

- a. Questions for Portland Vancouver Urban Refuge Program (PVYRP) – share link for recorded 9-part Urban Series, identify questions for PVURP Team

Kim Strasburg will attend our next meeting to discuss the Urban program. The hope is to have a tailored conversation, based on our questions after we have watch 2 videos, part of a series on the Urban Refuge program, to which Bonnie will send the links. Send your questions for Kim to Bonnie by March 15.

Work with Derron Cole (DEI training) will resume. People will be randomly selected. If you receive an email from Derron, make sure you respond.

Jenna and Bonnie will propose dates for the first DEI book club meeting. Let Bonnie know which dates work for you.

- b. Any other New Business

Items for the March meetings:

- We should have a discussion about the new Agreement if the Administration is planning on releasing it on May 1st ;
- Michelle will talk about urban planning issues surrounding the Refuge, including the King City planning process;
- Membership committee.

## XI. Announcements

## XII. Adjourn (8:30pm)

Motion to adjourn:

1. Michelle
2. Louie

Passed.