

## MEMORANDUM

**TO:** Nancy Brown, Environmental Protection Agency, Project Officer  
Alan Henning, Environmental Protection Agency, Project Monitor

**FROM:** Denise Kalakay, Lane Council of Governments, Project Manager

**SUBJECT:** Lane Council of Governments Estuary Project, Cooperative Agreement Progress Report – Billing period: April through June 2010

**DATE:** July 29, 2010

This memorandum describes services rendered, deliverables and outputs completed, and budget status for the EPA/LCOG cooperative agreement for the Multi-city/county Water Resource Assessment Project (MC-WRAP). This progress report is for the April through June 2010 quarter. This narrative coincides with the billing statement for the quarter and describes the services and products provided for the budgeted tasks.

**Contract Status.** The contract amount is \$471,638. Charges for the billing period are \$150,980 leaving a remaining balance of \$231,013.

**Project Accomplishments (May – July 2010)** – This quarter saw a number of accomplishments. Most significant is the completion of wetland and riparian inventories for each of the eight cities. This work was completed by the end of June and is one of the key components of the project. The official local wetland inventory reports are being completed by the wetland consultants, and one draft is currently being reviewed by LCOG. Other project accomplishments include; significant progress in the development of materials intended to assist communities in the interpretation and application of statewide planning goals; another successful quarterly Steering Team meeting; and the securing of an additional team member through the University of Oregon's Resource Assistance for Rural Environments (RARE program).

Following is a brief summary of accomplishments towards each of the contract's major tasks for this time frame:

**Task 1. Project Coordination and Introduction.** This task ensures that the project process moves smoothly, high quality products are generated, and the values of each partner are fully integrated. The remainder of this task consists of on-going Steering Team coordination and project management. Activities completed during this quarter include:

- Coordinated and held the 3<sup>rd</sup> Steering Team group meeting providing project updates and an overview and discussion of Statewide Planning Goals 5 and 6 and how they relate to the projects next steps.

- Maintained internal project management tasks, such as staff and budget oversight.
- Provided quarterly progress report.

**Task 2. Landowner, Public Official, Community Notification and Involvement.** This task created an initial support for the project throughout the region. It included initiation of outreach activities to raise knowledge and provide input regarding project goals, activities and approach among local governing officials, developers, and property owners with riparian areas or potential wetlands on their property.

The core of this task included individually contacting potentially affected property owners and holding a public meeting in each city and was completed during a previous reporting period.

**Task 3. Data Collection and Consultant Selection.** This task relates to the assurance of a high quality inventory and assessment through the compilation of all background materials and the selection of a wetland consultant.

This task was completed during a previous reporting period.

**Task 4. Conduct Local Wetland and Riparian Area Inventory and Functional Assessments.** This task represents the core of the project providing local jurisdictions and state agencies with an accurate depiction of where significant wetland and riparian resources are in order to protect those areas from development. This task was started during the previous reporting period and the remainder of the task will be conducted by the wetland contractor with LCOG support in the next 4 or 5 months. This task is now approximately 75 percent complete. Activities accomplished during this reporting period include the following:

- Contacted and scheduled meeting times with property owners granting property access and desiring to be present when field work is conducted.
- Completed field work for the non-agricultural areas of each city study area (agricultural areas were done first). Field mapped wetland boundaries where access was granted and inventoried wetland and riparian areas with off-site methods such as adjacent property observations, (note: field observations are only one factor in the off-site evaluation). Filled out wetland unit summary sheets for each site.
- In the southern cities (Creswell, Cottage Grove, Lowell) evaluated wetland functions and conditions of each wetland site using Oregon Freshwater Wetland Assessment Methodology (OFWAM) methodology. Note: The northern group of cities (Adair Village, Harrisburg, Monroe, Scio, and Mill City), had this work completed during the previous reporting period.

- Conducted wetland assessments for Creswell, Cottage Grove, and Lowell using the Oregon Rapid Wetland Assessment Protocol (ORWAP). Began preparing summary report that compares and contrasts the use of ORWAP relative to the use of OFWAM including: depth and breadth of information gathered, time to administer the assessments, ease of use, and rationale for quantifiable breaks in determining wetland significance. With this information we hope that ORWAP can be applied to and better the results of other local wetland inventories state-wide.
- Conducted the riparian assessment in Creswell, Lowell, and Cottage Grove using the *Urban Riparian Inventory and Assessment Guide*. The northern group of cities can choose whether they want this assessment completed for their city.
- Gathered light detection and ranging (LiDAR) data for the northern group of cities.
- Drafted LiDAR Research Plan to assess its use in wetland and waterway identification and assessment.
- Both wetland consultant groups have begun drafting local wetland inventory reports for each of the eight cities. LCOG has reviewed the draft Scio report and is developing a template for SWCA (northern cities consultant) to follow. Draft reports for all cities are expected in the early phases of the next reporting period.
- LCOG generated inventory maps for the City of Scio. This included the incorporation of some wetland assessment components into digital (GIS) datasets. The process followed, and mapping format established, will serve as a template and protocol for the remaining cities.

**Task 5. Water Resource Land Use Action Kit Development.** The policy portion of the project provides a menu of mechanisms for cities to choose from so that water resources are protected and their environmental values maintained. Oregon's Statewide Land Use Planning Goals set the regulatory framework that the cities and counties are operating under. Planning Goal 5 relates to natural resources including wetland and riparian resources while Planning Goal 6 is the State's water quality goal. Non-regulatory approaches will also be integrated into the options to be explored by the local jurisdictions. Although this task remains in its initial stages, about 20 percent complete, significant progress was made in some of the initial steps. Activities from this period include:

- Continued background research of Statewide Planning Goals 5 and 6 and related Oregon OARs.
- Developed a Goal 5 and Goal 6 "options summary." The Oregon Administrative Rules for Goal 6 can be very complex and confusing. This summary provides a

boiled down, practical overview of Goals 5 and 6, as the goals relate to wetlands and riparian areas. The summary includes visualization aids and helpful examples/scenarios.

- Investigated and began preparing paper on non-regulatory incentives based approaches to water resource protection. Drafted survey to inquire about what other jurisdictions of similar size have done in Oregon.
- Research and early development of a Gaps Analysis methodology identifying what jurisdictions are already doing which will be critical to the Action Kit in developing strategies that will fill the gaps for what they are not doing.
- Prepared an application for and began communications with the coordinators of the University of Oregon's RARE program. LCOG was selected as a finalist sponsor agency in RARE, which places AmeriCorps volunteers (college graduates) in positions in rural communities (or positions addressing rural issues). The RARE participant will assist in all components of Action Kit development, exploring policy and incentives options for local communities. The participant will also provide a "missing link" to the local watershed councils. The RARE website can be explored at: <http://rare.uoregon.edu/>
- Working with Lane County staff and technical advisory committee to craft floodplain and source water protection ordinances that will protect riparian areas and water quality in Lane County.
- Working with Benton County Riparian Technical Advisory Committee to explore regulatory and non-regulatory options for riparian protection throughout Benton County.
- Assisted City of Coburg and Soil and Water Conservation District staff in evaluating the potential for wetland site improvements and interpretive opportunities associated with bio-swales and wetland areas adjacent to I-5.
- Researched and discussed with staff Goal 5 and Goal 6 opportunities for the Glenwood area of the City of Springfield.

**Task 6. Public Official and Community Involvement.** This task is designed to provide a series of vehicles to generate informed decision making and give public officials and staff an accurate depiction of how their constituents feel on issues related to water quality. The task will help ensure that ordinances and programs are developed which meet public need and have public support, thus nurturing in policy makers the political will needed to take necessary implementation steps. This task is about 20 percent complete. Activities related to this task which were performed this reporting period include the following:

- Made occasional responses to public and public official inquiries and data requests.
- Continued participating in the Benton, Lane, Linn Water Resource Study Group discussing projects and potential projects of mutual interest to the three county area. Hosted a public meeting in each county to share information about water resources and gather public input as to the needs and issues of most importance to residents and businesses in the region.
- Developed fact sheet hand-out and poster for the Benton, Lane, Linn Water Resource Study Group.
- Presented water resource project information at the Regional Managers meeting a meeting among city managers of the cities within the region.
- Research and initial concept development has begun 3-D visualization components of creating a environment of “informed decision making,” and public understanding. This has included exploring available software programs and examining display options.
- Developed materials for the wetland inventory and assessment reports that convey complex scientific information and methodologies in a way that is understandable and usable for staff, public officials, and the public.
- Up-dated project website content, maps, and meeting notes.  
<http://www.lcog.org/southwillamettelwi/default.cfm>