



Douglas Soil and Water Conservation District
Board of Directors Meeting
Wednesday, September 17th 2025

Attendees

Directors: John Estill (D), David Briggs (D), Diana Woodward (D), Scott Hendy (D) |
Employees: Maggie Begoun, Cindy Bright | **Partners:** Beth Pietrzak (ODA), Eric Nusbaum (ODA)

Call to Order

The meeting was called to order by Board Chair, David Briggs at 5:00pm.

Agency Reports

Beth Pietrzak (ODA)

Pietrzak is in the Roseburg area doing OWEB tours, checking out the sites of the recent OWEB Restoration grant applications. She was part of the group today that went to go see the Buckhorn property that Bright applied for as well as to check out Fall Creek to showcase the work Bright is already doing. Tomorrow Pietrzak will be seeing sites from PUR and ECWC.

SIA is in its second year, which is about the time that ODA follows up with landowners who may have had water quality concerns. A week ago, Pietrzak visited a sight with Bright that had cattle accessing the creek. The landowner there is interested in working together to get alternative watering systems in place. A separate landowner was contacted recently and it turns out he is already taking action with NRCS to get fencing and restoration work in place. A third landowner was contacted who noted they were unable to make the SIA open house last year, but they did know about it and made changes because of it, but are interested in getting help from the SWCD for additional work. The general impression is that landowners have been very proactive and willing to work together.

There is a single landowner that has been working with Bright through a potential violation that has become a little difficult to continue work with. The project is about done and it is likely they are now in compliance, but ODA will be taking over contact with this landowner to make sure.

Outside of the SIA, there is a potential compliance violation in the Oakland area that Pietrzak will drive by tomorrow. There was a lot of manure piled up next to a stream that since speaking with ODA the landowner said they've moved upland. An actual site visit will occur at a later date.



Pietrzak asks the board if they've made a decision on whether they would like to go forward with a 2026 SIA. The new SIA area doesn't have to be contiguous with the old SIA, but it may be beneficial to do so to continue momentum with SURCAT and other organizational efforts. PUR has been contracted to monitor the current SIA and would probably be contracted to monitor the future one as well. Monitoring points are typical above and below confluences, wherever there is a historical monitoring site as well. There are 5-6 along just Days Creek alone, where each bridge is located. Dir. Briggs asks if there is historical data of temperatures in the Umpqua. Bright believes PUR would have that data.

Strategic Planning Follow-Up

Eric Nusbaum (ODA) - See attached 2025 Strategic Planning Document.

The board finalizes this document, assigning tasks to important goals. Nusbaum suggest that the board have separate standing work sessions planned monthly, some time after each monthly board meeting. This would expedite the process of completing all the tasks at hand.

Note: Board decides to add a work session onto the next board meeting (Oct 15). Board to arrive at 4pm to work with Nusbaum on district planning. Regularly scheduled board meeting will follow. Board will come up with a standing date for work sessions at a later time.

Approval of Minutes

Motion: Dir. Woodward motions to approve the minutes of the July Board Meeting.

For: Hendy, Briggs, Woodward, Estill. **Against:** N/A. **The motion passed unanimously.**

Financial & Admin Report – Please see attached reports.

Documents presented to the board:

- July QuickBooks Reports, July Expense Report

- FY24-25 Year End QuickBooks, Expense Reports, Budget Report

- August QuickBooks Reports, August Expense Report

IRS - Offer in Compromise rejected by the IRS. As noted in the admin report, our tax lawyer did not respond to the IRS agent, the IRS letters, nor Begoun about inquiries related to the our offer within 30 days of notification. She actively ignored Begouns calls, and without Power of Attorney, Begoun could not discuss the case with the IRS agent. The lawyer finally contacted



Begoun after the rejection with apologies for being MIA and promised to reach out to the IRS agent to try and correct things.

The response the IRS was looking for was why the district didn't have 940s filed which is FUTA tax. As a local government, we just don't file those. It had been noted to many agents before this one, but somehow not passed along.

As far as billing goes, our lawyer agreed to cap us at \$10k total. We surpassed that number back in March but our lawyer had the billing department halt the bill and promised that because there was very minimal work to do after the Offer was sent in, we could keep the cap at \$10k. Begoun is not sure if she has this in writing though and the board wonders if the lack of payment is why the lawyer stopped responding.

Begoun suggests waiting for the lawyer to get in contact with the IRS agent and see where things go from there. It's unfortunate, but there isn't a whole lot to do. Nusbaum suggests that Begoun probably is just being treated as an easily ignored secretary, and that it would be more efficient for the board chair to call the lawyer office and get to the bottom of everything.

Motion: Dir. Hendy motions for the Board Chair to speak on behalf of the district to the tax lawyer and IRS as necessary.

For: Hendy, Briggs, Woodward, Estill. **Against:** N/A. **The motion passed unanimously.**

Agreed Upon Procedures Audit - The district had expenses over \$250k this past fiscal year and so is required to file a AUP with the state. Begoun recently found a CPA who will do this for half the price she was previously looking at, about \$6-7k. This CPA will not have time to this until after the deadline of Dec 31st, but there is no real penalty from the Sec. of State. Penalty would come to the district from ODA regarding the capacity grant's terms. As long as we maintain a letter of engagement and show we're trying in good faith to get an AUP, it should be okay.

Another thing to note is that the bookkeeper is working on seeing if there are any expenses she can move back to FY23-24 that would then allow FY24-25 expenses to fall below \$250k. She can do this simultaneously while we try to get a letter of engagement from the auditor, that way our bases are covered. The board agrees.

Grants - The money has come in from the BLM - \$165k! Some covers Begoun's salary but most if for getting contract work down in the North Bank area. Additionally, The Understory Initiative received a grant for meadow restoration at three sites throughout the county and will be contracting Begoun for about \$10k to consult with the land managers about weed management and also to conduct some education workshops.

Job Desc. Updates - It's time for job description updates, employee reviews and contract updates. Nusbaum recommends against "employee contracts" as they lose at-will designation in the state of OR. He instead recommends letters of engagement or a detailed personnel policy.



Begoun will look into alternatives to the contract. Staff to meet with the supervisor for review Oct 1st.

Conservation Technician Report – Please see attached report.

Drone - Bright shows the board picture and video of the drone spraying that was done at her own property that morning. She used Agra Agricultural Drone Solutions LLC and had a great experience. It broke down to about \$55/acre with a minimum of 20 acres. He uses a 25 foot buffer where needed (trees, fences, etc). Some landowners were able to come watch and see if they wanted to use drone spraying in the future.

OWEB - Review team came to see Buckhorn and Fall Creek. We will know about the award for Buckhorn in Jan or Feb 2026. Previously Buckhorn was not ranked high enough for funding, so hopefully the changes this time and the fact that work is already going on will help it out.

Beals Creek - Landowner becoming difficult to work with, treating Bright and her contractor poorly. The land owner believes the contractor damaged a horse arena panel and the contractor denies this. Bright said she'd get reimbursement for the panel to keep a good working relationship. The contractor did a good job regardless. Everything is documented and filed. Bright has spent a lot of extra, unplanned time on this project.

Cultural Resource Surveys - There is an opportunity to sign an MOA with NRCS to have access to their cultural resource specialist to reduce costs on OWEB required surveys.

Director Reports

Dir. Estill asks about the state of the SWCD staying in the NRCS building. There is currently no risk of being kicked out. A lot of federally owned buildings are shutting down/being sold - but this building is leased and not at risk.

Conclusion of Meeting

The meeting was adjourned at 6:15pm.

The board will be meeting for a **District Planning Meeting (4:00 PM)** which will be followed by the **regularly scheduled board meeting on Wednesday, October 15th @ NRCS Roseburg - 5:00pm.**

Submitted by Maggie Begoun for Diana Woodward, District Secretary/Treasurer.

**Douglas SWCD Goals and Work Plan
2025**

Goal	Deadline	Lead	Subtask	Subtask Deadline	Subtask Lead	Notes
1 Increase Funding & Grant Management	1/20/2026	Nusbaum & Briggs	Develop Funding Policy/Grant Management System Balance Budget			
2 Resolve IRS Taxes	6/30/2026	Begoun				
3 Increase Board Engagement	3/31/2026 Start 10/26	Begoun & Nusbaum	Clarify & Re-Examine Policies for Board Roles Have More Work Sessions (Standing Monthly) Onsite Fieldtrips	4/30/2026	Bright	
4 Get Books Settled	12/31/2025	Begoun	Finish "Projects" designations & upload budgets to QBO			
5 Policy Development	5/30/2026 10/15/2025	Begoun & Board	Contracting, Media *Safety Policy ASAP			
6 AgWQ Focus (SOW)		Bright				
7 SIA		Bright				
8 Focus on Larger Grants		Staff				
9 Weeds Program & Oak Restoration		Begoun				
10 SURCAT		Bright				

**Douglas SWCD Goals and Work Plan
2025**

Strengths

-
- 1** Two Strong Staff
 - 2** Good Response to Outreach Leading to Projects
 - 3** Administrative tasks getting done
 - 4** Semi-engaged Board
 - 5** Buy in from partners eager to work with district
 - 6** Agricultural community eager to work with district
 - 7** Website up and running
 - 8** ODA Support
 - 9** More Experienced
 - 10** More Positive Community Connections

Weaknesses

-
- 1** Semi-Engaged Board
 - 2** IRS Back Taxes
 - 3** Budget Needs More Money
 - 4** No on the ground projects (yet)
 - 5** Hours Cut for Staff
 - 6** Bookkeeping
 - 7** Still Need Mapping Software
 - 8** Clarity on Roles/Responsibilities

Board Reports-Profit & Loss

July 2025

	Total
REVENUE	
Grants	55,160.93
Total Revenue	55,160.93
GROSS PROFIT	55,160.93
EXPENDITURES	
Bank Charges	15.92
Contracted Services	48,686.18
Education & Training	0.00
Training	200.00
Total Education & Training	200.00
Insurance	0.00
Workers Comp Ins.	432.88
Total Insurance	432.88
Legal & Accounting	0.00
Accounting/Bookkeeping	250.00
Total Legal & Accounting	250.00
Materials	13,514.42
Office	0.00
Dues & Memberships	140.00
Rent	95.00
Subscriptions	381.98
Telephone	103.24
Total Office	720.22
Payroll Expenses	0.00
Taxes	0.00
Wages	5,724.00
Total Payroll Expenses	5,724.00
Payroll Taxes	668.22
Payroll-PERS	678.48
Total Payroll Taxes	1,346.70
Reimbursements	44.10
Total Expenditures	70,934.42
NET OPERATING REVENUE	-15,773.49
OTHER REVENUE	
Interest Income	914.40
Total Other Revenue	914.40
NET OTHER REVENUE	914.40
NET REVENUE	\$ -14,859.09

Board Reports-Balance Sheet

As of July 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
LGIP-Operating Reserve	256,102.98
US Bank Checking	97,107.26
Total Bank Accounts	353,210.24
Accounts Receivable	
Accounts Receivable	15,891.45
Total Accounts Receivable	15,891.45
Other Current Assets	
Inventory Asset	1,939.01
Total Other Current Assets	1,939.01
Total Current Assets	371,040.70
TOTAL ASSETS	\$371,040.70

LIABILITIES AND EQUITY

Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	778.96
Total Accounts Payable	778.96
Other Current Liabilities	
DCWAB Fiscal Sponsor Funds	2,226.01
Deferred Revenue-ODA Beals	6,719.88
Deferred Revenue-ODA SIA	33,910.26
Deferred Revenue-ODA Weaver	22,372.00
Deferred Revenue-ODA Weeds	54,139.21
Deferred Revenue-OWEB Applgate (Elk)	3,599.78
Deferred Revenue-OWEB Doemer	8,685.60
Deferred Revenue-OWEB Fall	12,227.89
Grant Income	62,441.00
IRS Payable	148,800.00
Payroll Liabilities	0.00
OR Employment Taxes	417.41
OR Income Tax	835.55
OR Paid Family and Medical Leave	0.41
OR Statewide Transit Taxes	12.09
Total Payroll Liabilities	1,265.46
Total Other Current Liabilities	356,387.09
Total Current Liabilities	357,166.05

	Total
Total Liabilities	357,166.05
Equity	
Net Assets	28,733.74
Net Revenue	-14,859.09
Total Equity	13,874.65
TOTAL LIABILITIES AND EQUITY	\$371,040.70

Nonprofit-Statement of Financial Position

As of July 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
LGIP-Operating Reserve	256,102.98
US Bank Checking	97,107.26
Total Bank Accounts	353,210.24
Accounts Receivable	
Accounts Receivable	12,200.20
Total Accounts Receivable	12,200.20
Total Current Assets	365,410.44
TOTAL ASSETS	\$365,410.44
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
DCWAB Fiscal Sponsor Funds	2,226.01
Deferred Revenue-ODA Beals	6,719.88
Deferred Revenue-ODA SIA	33,910.26
Deferred Revenue-ODA Weaver	22,372.00
Deferred Revenue-ODA Weeds	54,139.21
Deferred Revenue-OWEB Applgate (Elk)	3,599.78
Deferred Revenue-OWEB Doemer	8,685.60
Deferred Revenue-OWEB Fall	12,227.89
Grant Income	62,441.00
IRS Payable	148,800.00
Payroll Liabilities	0.00
OR Employment Taxes	417.41
OR Income Tax	835.55
OR Paid Family and Medical Leave	0.41
OR Statewide Transit Taxes	12.09
Total Payroll Liabilities	1,265.46
Total Other Current Liabilities	356,387.09
Total Current Liabilities	356,387.09
Total Liabilities	356,387.09
Equity	
Net Assets	23,882.44
Net Revenue	-14,859.09
Total Equity	9,023.35
TOTAL LIABILITIES AND EQUITY	\$365,410.44

Board Reports-Profit & Loss

August 2025

	Total
REVENUE	
Grants	44,134.79
Total Revenue	44,134.79
GROSS PROFIT	44,134.79
EXPENDITURES	
Bank Charges	12.83
Contracted Services	28,424.77
Legal & Accounting	0.00
Accounting/Bookkeeping	593.75
Total Legal & Accounting	593.75
Office	0.00
Rent	95.00
Subscriptions	21.98
Telephone	103.22
Total Office	220.20
Payroll Expenses	0.00
Taxes	0.00
Wages	12,622.00
Total Payroll Expenses	12,622.00
Payroll Taxes	1,391.58
Payroll-PERS	1,374.92
Total Payroll Taxes	2,766.50
Reimbursements	79.80
Total Expenditures	44,719.85
NET OPERATING REVENUE	-585.06
OTHER REVENUE	
Interest Income	954.00
Total Other Revenue	954.00
NET OTHER REVENUE	954.00
NET REVENUE	\$368.94

Board Reports-Balance Sheet

As of August 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
LGIP-Operating Reserve	238,765.36
US Bank Checking	115,294.07
Total Bank Accounts	354,059.43
Accounts Receivable	
Accounts Receivable	15,891.45
Total Accounts Receivable	15,891.45
Other Current Assets	
Inventory Asset	1,939.01
Total Other Current Assets	1,939.01
Total Current Assets	371,889.89
TOTAL ASSETS	\$371,889.89

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable	778.96
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Total Accounts Payable	778.96
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Other Current Liabilities

DCWAB Fiscal Sponsor Funds	2,226.01
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Deferred Revenue-ODA Beals	6,719.88
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Deferred Revenue-ODA SIA	33,910.26
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Deferred Revenue-ODA Weaver	22,372.00
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Deferred Revenue-ODA Weeds	54,139.21
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Deferred Revenue-OWEB Applgate (Elk)	3,599.78
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Deferred Revenue-OWEB Doemer	8,685.60
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Deferred Revenue-OWEB Fall	12,227.89
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Grant Income	62,441.00
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IRS Payable	148,800.00
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Payroll Liabilities	0.00
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OR Employment Taxes	770.50
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OR Income Tax	874.36
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OR Paid Family and Medical Leave	76.14
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OR Statewide Transit Taxes	24.71
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Total Payroll Liabilities	1,745.71
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Total Other Current Liabilities	356,867.34
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Total Current Liabilities	357,646.30
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	Total
Total Liabilities	357,646.30
Equity	
Net Assets	28,733.74
Net Revenue	-14,490.15
Total Equity	14,243.59
TOTAL LIABILITIES AND EQUITY	\$371,889.89

Nonprofit-Statement of Financial Position

As of August 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
LGIP-Operating Reserve	238,765.36
US Bank Checking	115,294.07
Total Bank Accounts	354,059.43
Accounts Receivable	
Accounts Receivable	12,200.20
Total Accounts Receivable	12,200.20
Total Current Assets	366,259.63
TOTAL ASSETS	\$366,259.63
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
DCWAB Fiscal Sponsor Funds	2,226.01
Deferred Revenue-ODA Beals	6,719.88
Deferred Revenue-ODA SIA	33,910.26
Deferred Revenue-ODA Weaver	22,372.00
Deferred Revenue-ODA Weeds	54,139.21
Deferred Revenue-OWEB Applgate (Elk)	3,599.78
Deferred Revenue-OWEB Doemer	8,685.60
Deferred Revenue-OWEB Fall	12,227.89
Grant Income	62,441.00
IRS Payable	148,800.00
Payroll Liabilities	0.00
OR Employment Taxes	770.50
OR Income Tax	874.36
OR Paid Family and Medical Leave	76.14
OR Statewide Transit Taxes	24.71
Total Payroll Liabilities	1,745.71
Total Other Current Liabilities	356,867.34
Total Current Liabilities	356,867.34
Total Liabilities	356,867.34
Equity	
Net Assets	23,882.44
Net Revenue	-14,490.15
Total Equity	9,392.29
TOTAL LIABILITIES AND EQUITY	\$366,259.63

**Douglas Soil And Water Conservation District
Budget 2024-2025**

	Yearly Budget		As of June 30th, 2025		
Checking Account July 1 2024	\$	31,550.57	\$	31,550.57	
LGIP Account July 1 2024	\$	272,316.13	\$	272,316.13	
Resource (Inflows):					
Project Income - Federally Funded	\$	51,600.00	\$	20,678.60	40%
Project Income - State Funded	\$	258,750.00	\$	348,943.76	135%
Project Income - Other Sources	\$	-	\$	-	
Project Expense Reimbursement	\$	-	\$	-	
Donations	\$	-	\$	60.00	
Interest Income	\$	6,000.00	\$	12,265.41	204%
Total Deposits	\$	316,350.00	\$	381,947.77	121%
Amount Available for Appropriation	\$	620,216.70	\$	685,814.47	111%
Charges to Appropriations (Outflows):					
Personnel Services					
Wages (+Tax, Fringe)	\$	170,000.00	\$	156,195.97	92%
Worker's Compensation Ins.	\$	350.00	\$	-	0%
Total Personnel Services	\$	170,350.00	\$	156,195.97	92%
Materials & Services					
Legal Fees	\$	10,000.00	\$	7,597.00	76%
Advertising	\$	500.00	\$	65.54	13%
Bookkeeping (include QBO)	\$	7,500.00	\$	8,284.00	110%
Contracted Services	\$	137,614.83	\$	101,120.13	73%
Dues & Bank Fees	\$	500.00	\$	622.20	124%
Insurance (Liabilty + Vehicle)	\$	1,600.00	\$	3,132.00	196%
Materials	\$	15,000.00	\$	12,172.26	81%
Monitoring	\$	-	\$	-	
Office Supplies	\$	1,000.00	\$	891.41	89%
District Vehicle	\$	1,500.00	\$	1,326.61	88%
Staff Travel & Training	\$	2,500.00	\$	1,495.44	60%
Telephone	\$	1,250.00	\$	1,238.54	99%
Rent (Storage)	\$	1,200.00	\$	1,140.00	95%
Other Utilities	\$	2,000.00	\$	952.04	48%
Total Materials & Services	\$	182,164.83	\$	140,037.17	77%
IRS Payment from LGIP	\$	200,000.00	\$	75,544.07	38%
Total Charges to Appropriations	\$	552,514.83	\$	371,777.21	67%
End of Year Total	6/30/2025	\$ 67,701.87	6/30/2025	\$ 314,037.26	
Checking Account	6/30/2025	\$ 30,884.57	6/30/2025	\$ 29,788.84	
LGIP Account	6/30/2025	\$ 36,817.30	6/30/2025	\$ 284,248.42	

Board Report

DOUGLAS SOIL & WATER CONSERVATION DISTRICT
For the period ended June 30, 2025



Prepared on
July 23, 2025

Table of Contents

Profit and Loss3

Balance Sheet.....5

Statement of Cash Flows.....7

Profit and Loss

July 2024 - June 2025

	Total
REVENUE	
Donation	60.00
Grants	238,426.06
Total Revenue	238,486.06
GROSS PROFIT	
238,486.06	
EXPENDITURES	
Advertising	65.54
Ask Accountant	-701.91
Bank Charges	333.35
Contracted Services	99,860.13
Education & Training	807.44
Fees	150.00
Insurance	3,132.00
Legal & Accounting	
Accounting/Bookkeeping	10,384.00
Legal Fees	7,597.00
Total Legal & Accounting	17,981.00
Materials	11,185.26
Office	97.88
Dues & Memberships	280.00
Rent	1,140.00
Subscriptions	2,212.04
Supplies	793.53
Telephone	1,238.64
Total Office	5,762.09
Payroll Expenses	
Wages	144,690.03
Total Payroll Expenses	144,690.03
Payroll Taxes	18,173.16
Payroll-PERS	6,320.13
Payroll-SUI	90.67
Payroll-Workers Comp	3.60
Total Payroll Taxes	24,587.56
Permits	774.36
Reimbursements	688.48
Unapplied Cash Bill Payment Expense	273.48
Vehicle Expense	72.60
Fuel	492.47
Maintenance	593.12
Total Vehicle Expense	1,158.19

	Total
Total Expenditures	310,747.00
NET OPERATING REVENUE	-72,260.94
OTHER REVENUE	
Forgiveness of Debt	104,120.86
Interest Income	12,266.14
Total Other Revenue	116,387.00
NET OTHER REVENUE	116,387.00
NET REVENUE	\$44,126.06

Balance Sheet

As of June 30, 2025

		Total
	As of Jun 30, 2025	As of Jun 30, 2024 (PY)
ASSETS		
Current Assets		
Bank Accounts		
LGIP-Operating Reserve	282,248.42	313,242.53
US Bank Checking	29,791.43	20,082.31
Total Bank Accounts	312,039.85	333,324.84
Accounts Receivable		
Accounts Receivable	15,891.45	0.00
Total Accounts Receivable	15,891.45	0.00
Other Current Assets		
Deposited Funds	0.00	59,898.50
Inventory Asset	1,939.01	1,939.01
Total Other Current Assets	1,939.01	61,837.51
Total Current Assets	329,870.31	395,162.35
TOTAL ASSETS	\$329,870.31	\$395,162.35

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable	778.96	0.00
Total Accounts Payable	778.96	0.00

Other Current Liabilities

DCWAB Fiscal Sponsor Funds	2,226.01	
Deferred Revenue-ODA Beals	6,719.88	
Deferred Revenue-ODA SIA	33,910.26	
Deferred Revenue-ODA Weaver	22,113.88	
Deferred Revenue-ODA Weeds	54,139.21	
Deferred Revenue-OWEB Applgate (Elk)	3,599.78	
Deferred Revenue-OWEB Doemer	8,685.60	
Deferred Revenue-OWEB Fall	12,227.89	
Grant Income	0.00	102,854.50
IRS Payable	148,800.00	326,633.36
Payroll Liabilities	7,129.22	-233.80
Direct Deposit Liabilities	0.00	-15.75
Federal Taxes (941/943/944)	2,891.80	
OR Employment Taxes	1,311.33	

	As of Jun 30, 2025	As of Jun 30, 2024 (PY)	Total
OR Income Tax	844.49		
OR Paid Family and Medical Leave	155.68		
OR Statewide Transit Taxes	37.97		
Payroll Tax - 941 Deposit (deleted)	0.00		111,053.14
Payroll Tax - FUTA	0.00		473.69
Payroll Tax - SIT	0.00		6,033.96
Payroll Tax -OR Quarterly	0.00		-346.74
Transit Tax - Employee (deleted)	0.00		-68.98
Total Payroll Liabilities	12,370.49		116,895.52
Total Other Current Liabilities	304,793.00		546,383.38
Total Current Liabilities	305,571.96		546,383.38
Total Liabilities	305,571.96		546,383.38
Equity			
Fund Balance (deleted)	0.00		2,469.91
Net Assets	-19,827.71		76,502.00
Net Revenue	44,126.06		-230,192.94
Total Equity	24,298.35		-151,221.03
TOTAL LIABILITIES AND EQUITY	\$329,870.31		\$395,162.35

Statement of Cash Flows

July 2024 - June 2025

	Total
OPERATING ACTIVITIES	
Net Revenue	70,125.18
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Accounts Receivable	-15,891.45
Accounts Payable	-25,220.16
DCWAB Fiscal Sponsor Funds	2,226.01
Deferred Revenue-ODA Beals	6,719.88
Deferred Revenue-ODA SIA	33,910.26
Deferred Revenue-ODA Weaver	22,113.88
Deferred Revenue-ODA Weeds	54,139.21
Deferred Revenue-OWEB Applgate (Elk)	3,599.78
Deferred Revenue-OWEB Doemer	8,685.60
Deferred Revenue-OWEB Fall	12,227.89
Grant Income	-102,854.50
IRS Payable	-177,833.36
Payroll Liabilities	7,363.02
Payroll Liabilities:Direct Deposit Liabilities	15.75
Payroll Liabilities:Federal Taxes (941/943/944)	2,891.80
Payroll Liabilities:OR Employment Taxes	1,311.33
Payroll Liabilities:OR Income Tax	844.49
Payroll Liabilities:OR Paid Family and Medical Leave	155.68
Payroll Liabilities:OR Statewide Transit Taxes	37.97
Payroll Liabilities:Payroll Tax - 941 Deposit (deleted)	-111,053.14
Payroll Liabilities:Payroll Tax - FUTA	-473.69
Payroll Liabilities:Payroll Tax - SIT	-6,033.96
Payroll Liabilities:Payroll Tax -OR Quarterly	346.74
Payroll Liabilities:Transit Tax - Employee (deleted)	68.98
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	-282,701.99
Net cash provided by operating activities	-212,576.81

	Total
FINANCING ACTIVITIES	
Fund Balance (deleted)	-2,469.91
Net Assets	133,863.23
Net cash provided by financing activities	131,393.32
NET CASH INCREASE FOR PERIOD	-81,183.49
Cash at beginning of period	393,223.34
CASH AT END OF PERIOD	\$312,039.85

Strategic Work Plan Meeting:

Tuesday, September 16th - 4pm @ NRCS

Next Board Meeting:

Wednesday, September 17th - 5pm @ NRCS

I will be visiting my family in Illinois Thursday Sept 4th - Monday Sept 15th. I will be tele-working a majority of those days. Please feel free to reach out at any time.

Strategic Planning:

Please check the Strategic Planning folder for documents to review. The last time we had a meeting like this was 2023, and the goals and strengths/weaknesses of the district addressed at that time are a great place to start.

Please brainstorm how the district ought to be reaching its new goals and which ones you find more important than others for the next 1-2 years. Be prepared to speak up at our Strategic Planning Meeting 9/16/25 @ 4pm.

Bookkeeping:

Year End Financials: For those who missed the financials meeting discussing the close out of the fiscal year, [please review the notes and recording here.](#)

“Agreed Upon Procedures” Audit: We spent more than \$250k so we have to submit two financial documents as I understand it and one is to be completed by a (ideally municipal) CPA.

I reached out to many CPAs across the state. Most of them quoted me around \$12-14k... However, I did find a single auditor in Newport who **charges \$6.5k.** They've done AUPs for SWCDs before too. They would not be able to file for us until after the deadline (12/31/25). Upon talking with the Sec. of State, we would

not be penalized... it would just be marked as "late." We would just need to make ODA aware of our situation and document we are in good faith working on it.

<https://sos.oregon.gov/audits/Pages/muni-faq.aspx>

Cash-Flow: *As long as we keep finishing up our current grants in a timely manor, we should be okay through January. If we do not receive grants by the end of January, we will have to re-evaluate and make some hard decisions (possibly layoffs).*

IRS:

Our tax lawyer has completely ignored our case and our Offer in Compromise has been rejected. She has contacted me for the first time today (9/10/25) after ignoring my call for weeks. The actual IRS agent that was assigned couldn't talk to me about the offer because I do not have the power of attorney. I will hopefully have an update on the how our lawyer is going to make this right by our board meeting.

As crappy as this is, it might be a good thing overall... We can re-submit our offer with less money - saving some to pay the audit for this year... and maybe next year. I don't know what the IRS will think about that but, our large payments to them are part of the reason we actually have to do a financial review this year.

Insurance:

Due to periodic use of chainsaw and other slightly more injurious activities that come with field work being performed, I spoke with our insurance agent about making sure there is appropriate worker's compensation insurance. We adjusted a few things and the yearly fee basically doubled (\$400 -> \$800). I believe this is affordable and necessary.

**Note: There are potentially new laws about driving vehicles during fire season on agricultural properties. Need more information from ODA/DFPA/ODF.

Current Grant Updates:

New: Natural & Working Land Grant - The Understory Initiative put in a grant this spring that focused around native seed propagation and restoration of three large properties in Douglas County. The district is part of the grant, receiving a little bit to help with integrative weed management consulting and outreach.

Class A Weeds 2025 - Work completed! There is about \$4k left that is going toward my time creating some outreach materials for landowners in the affected areas (known places we see Distaff thistle). When completed, the final reports will be submitted. Let me know if you'd like to see the pamphlets, flyers, or reports.

BLM GNA + MIT Funds - We were awarded \$165k! Yay! Note: This is money that I can only withdraw periodically - it will not sit in our account making us interested,

Conservation crews went out over the summer to help limb up / thin fire lines as well as cut down hawthorn surrounding sensitive plant areas.

Capacity Grant 2023-25 - Completed officially. Last \$5k received.

Capacity Grant 2025-27 - Officially started. Received first \$25k.

***** OWEB Projects:** Small grants are now going to be up to \$20k, but will only allow 60% withdrawal until the project is completed. That means about \$8k will be held back for reimbursement. We may not be able to sustainably continue using this form of grant because we do not have the cash-flow to support multiple \$8k reimbursements.

Grants Submitted Recently Submitted:

Please let me know if you're interested in reviewing any of these:

- OWEB Technical Assistance – Assistance in Planning for prospective Ag Water Quality Projects
- OWEB Restoration – Ag Water Quality Funding for existing Projects
- OWEB Restoration – Buckhorn Property Restoration Project
- OWEB Monitoring – Extended SIA Monitoring (PUR Partner)
- OWEB Engagement – Invasive Species in Priority Oak Habitat Landowner Engagement (UOP Partner)
- OWEB Engagement – Private Lands Pump Chance Maintenance Engagement (PUR Partner)
- BLM – BLM Lands Pump Chance Inventory + Restoration Project (PUR Partner)
- NFF – County-Wide Pump Chance Inventory, Assessment & Restoration Partnership Collaboration (PUR Partner)

Grant Writing Webinar

If you're interested, the webinars held throughout August were recorded and can be accessed here:

https://nonprofitoregon.sharepoint.com/:f:/s/OpenSharing/EjGdaXKcAwtDr9L_KYD9Or8B3U9OLPXYIGGFKx9c6FGxBw?e=mfaN19

Employee Reviews/ Job Descriptions / Contracts

Job descriptions & contracts will be reviewed in September. Review of the employees, job descriptions, and their new contracts should be done in October for approval by the Oct. Board meeting. More information to come.

DEQ TMDL Umpqua Informational Meeting:

Sept. 30, 2025, at 4 p.m. at the Roseburg Public Library.

Virtual option: [MS Teams](#) or dial in by phone: +1 503-446-4951 / Phone conference ID: 804 675 289#

August 2025 Cindy K. Bright Conservation Technician/Project Manager

SIA/ODA:

I am meeting with Beth Tuesday 19th to discuss status of current SIA and the next steps for another SIA. OWEB is restructuring the SIA small grants program they are taking over from ODA and of course it looks like the process will be more cumbersome and may be limiting one grant per year per project site, and they cannot give a date for when the next cycle will be open.

ODA/Complaints:

No new complaints.

OWEB:

OWEB review team will be coming on Sept. 17th to review the Buckhorn site again and to review the Fall creek project process and to discuss our project management grant we submitted.

PUR:

The monitoring grant for the current SIA has been submitted. I will be attending a director training on Tuesday 19th.

SURCAT:

We are meeting on Sept. 9th to hopefully tie up the final review criteria for sub-watersheds to help determine the next focus area for our SIA.

August/September work plan:

Now that the grant hump is over for now, I am concentrating on catching up on projects being implemented. I'm meeting with landowners and contractors to go over project elements and reviewing installations. And planning the next planting phases on several projects.

Project management will also include compiling plant orders, and I will be assisting on some of the projects in stake creation and placement and willow weaves on Pheasant after the contractor installs the posts. And I will be picking up the posts being held at Lee Russel's and transporting them to Pheasant creek.

I will also be working on getting the recently approved SIA projects started and lining up contractors for Fall/Winter work.

I have several site visits lined up with landowners on the Calapooia to review site with ODFW and a site visit on Cooper creek with a major erosion issue.

I would like to plan a tour to project site in October. We can discuss timing at the September board meeting.

Grant writing will pick up again near the end of September through October. So far, I am planning on working on OWEB and SIA small grants.

Maggie and I are still reviewing other possible funding opportunities for our salaries.

Projects in progress at a glance:

Elk Creek:

Follow up treatment is currently happening and I'm meeting with the planting contractor for stake creation and placement along the banks and in areas where the flood increased erosion.

Morgan Creek:

I will be meeting with planting contractor soon to plan timing of stake creation and placement. And I will be assisting the landowner with some follow up brush removal to clear irrigation area.

Pheasant Creek:

I'll be transporting BDA posts out soon and then contractor will install by Sept. 15th. The stake placements of willow, red dogwood and cottonwood can occur in the Fall.

Fall Creek:

Initial project almost complete with seed application to occur soon and planting in the winter/spring. OWEB review team to go out Sept. 17th. Board members are welcome to join.

Buckhorn Creek:

Grant resubmitted and OWEB review team to go out on Sept. 17th.

Doerner Creek:

Project will be completed by Aug. 24th.

Callahan Creek:

Planning a meeting with landowners to discuss options left for bank stabilization and that it may be another year to get funding.

Huntley Creek:

Planning a meeting again with landowner to discuss timing of project. PUR will not be able to work on instream for another year.

Ag water quality projects in assessment: (10) All on hold for now until more information on funding sources.

Pheasant Creek extension, Doerner II, Callahan, Lookingglass, Huntley, 2 Calapooia, Green Valley, Riddle Ag ponds and Little River.

I will be contacting landowners to discuss delay issues.

SIA (3 grants will be resubmitted as soon as OWEB knows what they are doing.)

Weaver Creek:

Project has been delayed with the issue of parts have not all come in yet.

I'm working with contractor on the next phases of blackberry removal and livestock fencing. The NRCS engineer has finished the upper spring design and will submit to contractor for bid.

Beals Creek:

Landowner does not want to finish project, but I informed her she will have to pay back the funds we already spent on fencing if she pulls out. I am meeting with her Thursday 21st to discuss what is left to do, which is hiring weed crew to finish removing blackberries and then I can spread native grass seed. I will not be submitting the next phases for heavy use areas on this project until a later time.

Beals creek tributary:

Hopefully this project will begin Sept. Oct.

Woods/Days creek:

We do not know next open cycle yet, but I will be preparing grants to submit.

Bland Branch:

Contractor to hopefuls begin in Fall. NRCS engineers are slammed with work and not able to complete crossing design yet.

Phase III and IV when we find out new rules and open cycle.

September 2025 *Cindy K. Bright Conservation Technician/Project Manager*

SIA/ODA:

I've been working with contractors on getting new projects started. Beth and I did a site visit to a new project for livestock water in Canyonville. When a new target is chosen, we will begin the process with ODA for an SIA II in the South Umpqua watershed.

Calapooia is not in the South Umpqua that's being analyzed with SURCAT, but it keeps coming up and I'm in a conversation with the Wild Salmon Center to start another SAP like SURCAT for the Middle Umpqua which would include the Calapooia watershed. This SAP may be led by the new Elk Creek watershed coalition.

SURCAT:

We met to go over criteria for the watersheds we analyzed for high, medium and low importance for our focus area. We are very close.

ODA/Complaints:

No new complaints.

OWEB:

OWEB review team will be coming on Sept. 17th to review the Buckhorn site again and to review the Fall creek project process and to discuss our project management grant we submitted.

PUR:

I'm working with PUR on partnering up a large project on the Calapooia at the train trestle area. This will encompass a large area for bank stabilization and in-stream work. We will need to get funding for an

assessment and bid from an engineering company specializing in larger in-stream work. We will also need to work with the city of Oakland. This could be a one-to-two-million-dollar project.

September/October work plan:

I'm working on finishing up a couple of projects and working towards new projects. The PFA grant cycle is opening again and I will be working on a proposal for the SIA area for match funds for several SIA projects to do the instream portion. We were partially funded through the DERBY grant for the BDA posts, so hopefully the PFA will fund the installations.

The SIA small grant cycle may be opening in October so I will be resubmitting the non-funded grants. The grant cap has been increased from \$15,000 not to \$20,000. So, this will help to gain more project management funds and admin.

Projects in progress at a glance:

Elk Creek:

All that is left to do is the stake creation and placement along the banks and in areas where the flood increased erosion. I met with contractor so hopefully we can finish the project by the end of October.

Morgan Creek:

As soon as the contractor can work on this project it will be done this winter.

Pheasant Creek:

I had the contractors install the posts and I have been working on cutting them to size and weaving willows. I will be going out several times over the next month to analyze and add more willows. The planting contractor will also be out this winter to do planting. Then this phase will be done, and I can begin working on the next proposal for additional phases.

I would like to do a site visit with the board to this site in October.

Fall Creek:

Initial project almost complete with seed application to occur soon and planting in the winter/spring. OWEB review team to go out Sept. 17th. Board members are welcome to join. We are meeting at ODFW at 1pm.

Buckhorn Creek:

OWEB review team to go out on Sept. 17th. We will be going to Buckhorn first then to Fall creek.

Doerner Creek:

The phase I project is completed, and we have been working on the reporting to do the final close out. And I'll begin working on the next phase for riparian restoration.

Callahan Creek:

This project is on hold for now due to my time restrictions and PUR pulled out of the in-stream project.

Huntley Creek:

This project is on hold for now do to my time restrictions.

Calapooia:

I will begin making contacts for bid etc.

Ag water quality projects in assessment: On hold for now until more information on funding sources.

Callahan, Lookingglass, Huntley, Green Valley, Riddle Ag ponds and Little River.

I was able to obtain a design packet for spring development for the Little River project. I gave the landowner the design so he can decide if he wants to do it himself or wait for me to get funding, which could take another year.

SIA (3 grants will be resubmitted as soon as OWEB knows what they are doing.)**Weaver Creek:**

Phases I and II are in progress and hopefully finished by end of September.

Phases III and IV will begin when contractor is available.

Phase V upper spring development design is completed but because of new OWEB SIA small grant rules I will not be able to submit a proposal until 2026.

Beals Creek:

Will be completed by the end of September. Additional phases are on hold. The landowner is overwhelmed with other NRCS work going on and wants to stop for now.

Beals creek tributary:

Hopefully this project will begin Sept. Oct. as soon as the contractor is available.

Woods/Days creek:

Phase I proposal to be submitted soon. Unfortunately, I will not be able to submit phase II until 2026.

Stinger Gulch:

The in-stream portion of work for BDAs has been partially funded. I will be working on a new proposal for additional match funds.

Bland Branch:

Contractor to hopefully begin in Fall. NRCS engineers are slammed with work and not able to complete crossing design yet.

Because of new rules I will only be able to submit Phase III and phase IV in 2026.

Tiller Trail:

New project for spring development and livestock water on Days Creek ranch. This project just may be getting a design done for them from NRCS. A grant proposal may not be decided until 2026.