

**Boardman River Dams Committee
Finance and Fund Development Team
Meeting Minutes – 3/20/07**

In Attendance: Herb Lemcool, Amy Beyer, Don Tilton, Lew Coulter, Andy Knott, Brett Fessell, Jennifer Jay, and via phone, Michael Donahue and Scott Parker

Change in meeting time and location: Monthly, third Tuesday at 9:00 AM, Jennifer Jay's office

During discussion regarding the two work orders for ECT to begin the E&F study, Don Tilton explained that the Bottomlands Management Team requested the addition to the Boardman Pond Drawdown work order to explore the feasibility of drawing down Sabin Pond by 1 foot. The Scoping Team has reviewed and revised the scope and consensus was reached recommending approval of the work order. Discussion was had regarding which funds would pay for these work orders. Funds from the County, City and TCL&P will apply to these work orders.

Michael Donahue discussed comments received regarding the Economic Baseline WO; there was a request for clarification on three points:

- 1- items address only a subset of questions and elements in full SOW; should this be considered "phase 1" or is this it?
- 2- Who will do the work? ECT or part of their team?
- 3- Request for more details on deliverables as clarification to the BRDC

Reply from Don Tilton and Scott Parker:

- 1- This effort was intended to be a phase 1 of the economic study; examine existing data, document it and make specific recommendations moving forward, including costs to complete the SOW. End deliverable in approximately 4 months.
- 2- Veritas Economics will take the lead on this work but will also work directly with ECT.
- 3 – Clarification will be provided in final work order

After further discussion of the two work orders, the team is reminded of the work of the Scoping Team and the work of the Finance Team. In the future a member of the Scoping Team will be present to answer any questions before the Finance Team approves funding.

The Finance Team will recommend the Implementation Team approve both work orders.

Future work orders should and will include a brief "layman's" description for ease of understanding. Additionally, each work order does relate back to the original SOW. Scott Parker will also break each work order down with cost analysis in the SOW.

Tribal Wildlife Grant update: The contract is in the works for \$114,500 for environmental baseline data. It is in legal review at GTB as is required on any contract over \$20K. Expecting to receive from ECT the engineering SOW for baseline data collection. Scott Parker has discussed with USACE their work; they will at minimum do H&H modeling but in order to do that need cross sections of the river, ECT is preparing the scope to reflect that need.

New funding updates: Two proposals submitted to USFWS; decision should be within 2 weeks; while these are smaller grants, they are important – providing a direct \$20k funding and \$20k in

in-kind service under our direction. There are additional opportunities being pursued. Michael will discuss with ECT and provide update/ report to BRDC on 3/27.

Discussion regarding the Regional Great Lakes Protection Fund: Michael says there is a new RFP out there *Measures and Metrics* that may relate to the sustainability project. Michael is looking at that very seriously. The proposal is due very soon, and it is a large fund (typically \$300k plus). There may be a relationship to the BMP project – it is suggested to bring Dave Rankin here, in the field, to make the connection and hopefully to move that project forward. We should explore how best to marry that “in the field” opportunity with a meeting with BRDC members. This is a necessary step to garner strong support from within the state, and the timing is good. The site based connection has been what we’ve missed.

In-kind tracking update: The Fishery surveys on the ponds, starting with Boardman, will be starting mid-late April, it is likely that we will use USFWS in kind work for that. All in-kind time/work will be tracked. With our database moving to Access, it will be easier to track individual and agency in-kind services and time. Amy Beyer has experience with in-kind tracking and suggests that to facilitate the input of the information, we use a form, which she will share with the group. Herb suggests requesting a volunteer to help with data input. We will communicate that request to the BRDC. In order for in-kind work to make the strongest statement possible, it will be necessary to delineate and try to capture the type of source this is coming from: have people provide their constituent types. This is being done in our database.

Monthly spreadsheet: We will work to further explain the spreadsheets by month as more of a “profit/loss” report showing detail and account level breakdown.

Team membership is discussed and we will explore inviting a representative from the Council of Governments. Herb Lemcool and Jennifer Jay have a list of potential community members to recruit in support of the team.

Tasks and assignments: Jennifer and Brett to continue to work on spreadsheet, monthly tracking and in-kind work. Amy Beyer is sending a form for use and exploring the Great Lakes Protection Fund opportunities and field visit. Herb and Jennifer will recruit members for the team.

Next meeting: Tuesday April 17, 9:00 AM, Jennifer Jay’s office, University Center room 211