

Yamhill County
Public Works Department
2060 Lafayette Avenue, McMinnville, OR 97128
Ph. 503.434.7515 Fax 503.472.4068 E-mail pubwork@co.yamhill.or.us

John Phelan
Director

Roy Panschow
Road Supervisor

Russ Heath
Shop Supervisor

Griffin Peal
Road Master

MEMORANDUM

April 6, 2018

To: Administrator Laura Tschabold

From: John F. Phelan, Public Works Director

Re: Jointly Funded Position for Yamhill Soil and Water Conservation District Invasive Species Program Coordinator

I am requesting consideration of the following action:

I would like to collaborate with Yamhill Soil and Water Conservation District to fund the salary of an Invasive Species Program Coordinator to provide support for the Yamhill County Public Works roadside surveying program.

In 2016, the Yamhill County Commissioners approved the RIAC subcommittee, Roadside Vegetation Technical Advisory Committee's (hereinafter RVTAC) "Yamhill County Roadside Vegetation Management Plan" via BO# 16-61. One goal identified in the plan is to reduce the spread of noxious weeds and non-native invasive plant species. This is of critical concern to Public Works because roadside vegetation impacts erosion, which can damage or destroy county roads. In order to facilitate the vegetation control goal, last summer Public Works began surveying populations of plants with the hiring of two interns. This work is ongoing.

The funding set aside for this project would help support the coordinator, hired and managed by Yamhill Soil and Water District, to continue the roadside surveying program which is currently managed by a RVTAC volunteer. Public Works and the Yamhill SWCD have a shared interest in surveying the roads because both parties recognize that roads are the main vector for spreading noxious weed in the County. Public Works will allocate \$15,329 of the matching funds to support the inventory process as well as \$10,000 to support interns for data collection.

There is money available in the 2018-19 budget, in professional services (011-060-610.01) for the funding of this project.

John F. Phelan
Director, Yamhill County Public Works

B.O. 18-99

Invasive Species Program Coordinator Position Description

A. SUMMARY

The position is a regular full time, limited duration position of one year with Yamhill Soil and Water Conservation District (District). Extension of this appointment is dependent on available grant funding. The work schedule is five days per week, eight hours per day, Monday through Friday. The purpose of the position is to prevent and reduce the economic, environmental and social impacts of noxious weeds throughout Yamhill County. The Invasive Species Program Coordinator (Coordinator) will manage a roadside inventory project and act as the project manager for invasive species projects to control Mouse Ear Hawkweed, Garlic Mustard and Knotweed in Yamhill County.

The Coordinator acts on behalf of the District board and is supervised by the Senior Conservation Technician. The position is funded partly through a cooperative agreement with Yamhill County Public Works Department (YCPWD), and will be involved in coordinating work with the District, YCPWD, and other conservation partners involved in invasive species management. The position is located in a multi-agency office at 2200 SW Second Street in McMinnville and must work closely with other agencies and groups.

B. SUPERVISION RECEIVED

The Senior Conservation Technician serves as the Coordinator's direct supervisor. The Coordinator reports to the full Board of Directors monthly through monthly staff reports, at scheduled committee meetings, and occasional board meetings. The supervisor will provide the Coordinator with orientation and initial training, an assessment of training needs, and overview of expectations probation period.

Staff Performance Evaluation: All District staff positions are evaluated each spring. Evaluations consider performance in meeting the responsibilities and expectations outline in their position description, demonstration of initiative and creativity toward meeting district goals, team work, and support of other staff and partners. The Executive Director works with each employee to develop an evaluation format that considers job responsibilities and duties, and allows for evaluation of performance.

C. SUPERVISION EXERCISED

The Coordinator has direct supervisory authority over other interns providing support for the ongoing roadside inventory project and other related projects. The Coordinator is responsible to ensure District volunteers and temporary hourly employees under his/her management are properly supervised and informed of district policies.

Yamhill Soil and Water Conservation District
2200 SW 2nd St., McMinnville, OR 97128
PH: (503) 472-6403

D. WORK CONDITIONS AND PHYSICAL DEMANDS

To perform the duties of this position, this employee must serve as incidental motor vehicle operator during daylight and after dark. The position requires a combination of office and fieldwork. Office work involves regular use of computers and prolonged sitting or standing at meetings. Field work requires walking over rough or uneven terrain, sometimes in inclement weather, and carrying objects such as measuring tools and supplies.

This position involves periodic travel to early morning, daytime and evening meetings and field tours visiting landowner properties throughout the county. Occasionally conferences, workshops, training sessions require out-of-area travel and overnight stays.

E. RESPONSIBILITIES AND DUTIES

District Operations and Leadership

- Complete monthly reports for the District in a timely manner
- Share progress, successes, methods, and challenges with team members and partners
- Work to establish and maintain good working relationships with Yamhill County Public Works Department, USDA-Natural Resources Conservation Service, USDA-Farm Service Agency, and other agencies and groups
- Participate in annual events organized by the District such as annual meeting, the native plant sale and other outreach events
- Work with the Office Administrator to fulfill all requirements of grant administration for the Oregon Watershed Enhancement Board
- Write grants to support the District's Invasive Species Program

Provide Technical and Financial Assistance to Landowners

- Primary lead for inventory project on the Yamhill County road network
 - Inventory will include noxious weeds, native plants and erosion sites
 - Data will be collected with handheld GPS units and entered into a geodatabase
 - Coordinate with YCPWD for weed control efforts along county roads
- Act as project manager for noxious weed projects in Yamhill County to control Mouse Ear Hawkweed, Garlic Mustard and Knotweed. Duties include:
 - Outreach with landowners to control target weeds on their properties
 - Manage contractors applying herbicides and hand pulling crews
 - Collect GPS data and photo point relevant to the project

Provide Education and Outreach

- Recruit private landowners to participate in invasive weed control on their properties
- Distribute fact sheets about conservation opportunities for local landowners
- Develop / improve best management practices for roadside weed management
- Organize and conduct needed outreach and information activities to raise public awareness about Garlic Mustard, Mouse Ear Hawkweed and Knotweed

Other Duties

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- Perform other duties as assigned that support invasive species management, the District's Annual Work Plan, and other projects/activities implemented in cooperation with various conservation partners, landowners, agencies and groups.

F. QUALIFICATIONS

1. A Bachelor's degree with major course work in Geographic Information Systems, natural resource management, soils or water quality, or a related discipline. Additional years of experience and/or specialized training may be substituted for a degree at the District's discretion.
2. Experience or knowledge of planning and project management for projects designed to control invasive species.
3. Strong knowledge of both native and invasive plants is highly desirable.
4. Candidate must possess knowledge of Geographic Information Systems, and have experience with geodatabases and use of a GPS unit to collect data.
5. Demonstrated ability to work both individually with little supervision and cooperatively as part of a diverse team. Candidate must demonstrate a positive attitude and possess both personal and professional motivation.
6. Experience working with landowners. Yamhill County has a diverse variety of landowners, farms, and rural properties. Lands are managed for crop production including grass seed and small grains, vineyards, hazelnuts and other orchard crops, livestock, row crops, nurseries, and other crops. Acreages are also managed as small woodlands, wildlife habitat and conservation uses. Candidate must demonstrate the ability to work in a cooperative manner with a variety of landowners.
7. Candidate must possess a valid driver's license upon employment and an Oregon driver's license within three months of employment
8. Candidate must pass a Federal background check within three months of employment.

G. EMPLOYMENT STATUS, SALARY INFORMATION, AND BENEFITS

This position is classified as Professional Exempt and not subject to overtime compensation. Annual salary range is \$38,000 - \$42,000 depending on experience and qualifications. Benefits are offered per the District's policy and include provisions for vacation and sick leave. After three months, employees may become eligible for employer-paid health insurance coverage (employee only) and contribution to the District's 401(a) plan.

H. EQUAL OPPORTUNITY

Yamhill Soil and Water Conservation District prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. Yamhill Soil and Water Conservation District is an equal opportunity provider and employer.

Amendment #1 to

INTERGOVERNMENTAL AGREEMENT (Signed 8/14/2017)

Between

Yamhill Soil and Water Conservation District

And

Yamhill County Public Works Department

This is **Amendment #1** to an existing Intergovernmental Agreement ("IGA") entered into by and between the Yamhill Soil and Water Conservation District ("District"), and the Yamhill County Public Works Department ("Public Works"). The original IGA was signed by Public Works and the District on August 14, 2017 and August 15, 2017, respectively, and is incorporated by reference with this amendment.

The purpose of the IGA and **Amendment #1** is to document intent and agreement to cooperate on projects and other work relating to roadside vegetation management, erosion control, water quality protection and other special projects mutually agreed to by both parties.

Amendment to Section #4. IMPLEMENTATION STRATEGY

- 4.5 Public works will provide payment to the District in the amount of \$30,478 to support delivering of roadside vegetative inventory, to be completed by technical staff employed by the District. The inventory is part of a larger project that includes roadside inventory, noxious weed control, landowner outreach, GPS data entry and mapping, and other related roadside management.
- 4.6 The District shall supervise technical staff and work with Public Works and its designated individuals from the Roadside Technical Advisory Committee to implement the project.
- 4.7 Public Works will provide use of vehicles and GPS equipment for the project as available.

Signatures and Authorization

The respective parties have caused to be signed in their behalf, to make and enter into this **Amendment #1** to the referenced Intergovernmental Agreement. Amendment #1 does not alter or void any previous commitments or conditions agreed to in the original IGA.

Yamhill Soil and Water Conservation District

Larry Ojua, Executive Director

Date

Yamhill County Public Works Department



John Phelan, Director

3-23-18
Date

INTERGOVERNMENTAL AGREEMENT
Between
Yamhill Soil and Water Conservation District
And
Yamhill County Public Works Department

This Intergovernmental Agreement ("IGA") is entered into by and between the Yamhill Soil and Water Conservation District ("District"), and the Yamhill County Public Works Department ("Public Works"), both local governments and/or municipal corporations of the State of Oregon. This IGA is entered into pursuant to Oregon Revised Statutes ("ORS") 190.010, *et seq.*, and shall be effective upon signing by both parties.

RECITALS

WHEREAS, ORS 190.110 allows units of local government to enter into agreement for performance of any or all functions and activities which such units have authority to perform; and WHEREAS, Oregon law authorizes each entity to carry out its responsibilities within its respective boundaries and cooperate with parties to achieve work objective and goals,

NOW, THEREFORE, both parties agree to the following:

1. INCORPORATION OF RECITALS

1.1. The Recitals contained herein are true and accurate and incorporated herein.

2. EFFECTIVE DATE AND TERM

2.1. This IGA becomes effective upon signature of both parties, and shall terminate on December 31, 2019, unless extended or modified pursuant Section 2.3 of the IGA.

2.2. Either party may terminate this IGA by providing to the other party thirty (30) days' written notice prior to the intended date of termination.

2.3. The District and Public Works review this IGA annually, in July, and may modify, extend, or terminate agreement at such time.

3. PURPOSES AND INTENT

3.1. To develop written agreement that facilitates cooperative work, sharing of equipment and technical resources, and exchange of services and materials (such as native plants, seed and erosion control materials).

3.2. To facilitate implementation of projects relating to roadside vegetation management, erosion control, water quality protection and other special projects mutually agreed to by both parties.

4. IMPLEMENTATION STRATEGY

4.1. The District and Public Works will mutually identify projects, terms and conditions, and payment conditions (if required) within the IGA, or through additional amendments.

4.2. Public Works will provide the District use of a Reinco Power Straw Blower, model TM-JR, Serial # 1924, at no charge for use on erosion control projects, demonstration projects, roadside projects and other similar uses.

4.3. The District shall be responsible for maintenance, storage, transportation, and operation costs for the equipment while in District possession.

4.4. Public Works and the District will coordinate issues of scheduling and transportation as needed.

5. AMENDMENT

5.1. This IGA may be amended by mutual agreement of the parties.

5.2. To be effective, all amendments shall be in writing and signed by authorized representatives of each party.

6. ATTORNEY FEES

6.1. In the event an action, lawsuit or proceeding is brought for failure to fulfill or comply with any of the terms of this agreement, each party shall be responsible for its own attorney fees, expenses, costs and disbursements for the action, lawsuit, or proceeding, including any appeal therefrom.

7. HOLD HARMLESS

7.1. Subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act. ORS 30.260 to 30.3300, the District shall hold harmless and indemnify Public Works, its officers, employees and agents against any and all claims, damages, losses and expenses (including all attorney(s) fees and costs), arising out of, or resulting from the District's performance of this agreement when the loss or claim is attributable to the acts or omissions of the District.

7.2. Subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act. ORS 30.260 to 30.3300, Public Works shall hold harmless and indemnify the District, its officers, employees and agents against any and all claims, damages, losses and expenses (including all attorney(s) fees and costs), arising out of, or resulting from the Public Works' performance of this agreement when the loss or claim is attributable to the acts or omissions of Public Works.

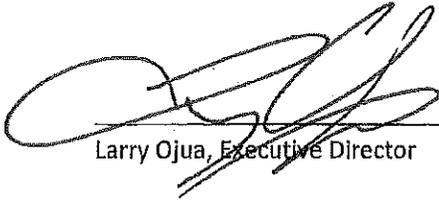
8. SEVERABILITY

8.1. The District and Public Works agree that if any term or provision of this IGA is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the agreement did not contain the particular term or provision held to be invalid.

9. Signatures and Authorization

The respective parties have caused to be signed in their behalf, to make and enter into this IGA.

Yamhill Soil and Water Conservation District

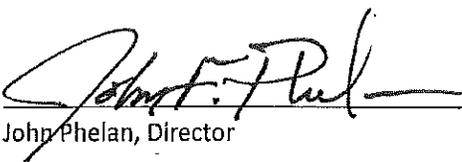


Larry Ojua, Executive Director

8/15/17

Date

Yamhill County Public Works Department



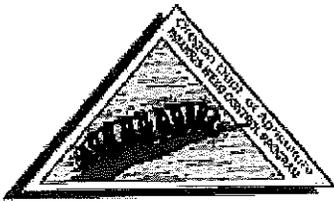
John Phelan, Director

8/14/17

Date

Oregon State Weed Board (OSWB) Grant Program Match Funding Form

*Document the match funding shown on the budget
page of grant application*



COPY

OSWB accepts all non-OWEB funds as match. An applicant may not use another OWEB grant to match an OSWB grant. At the time of agreement signature, match funding for OSWB funds requested must be secured, you must show that at least 25% of match funding has been secured. On this form, identify the type of match (cash or in-kind), the status of the match and either a dollar amount or a dollar value (based on local market rates) of the in-kind contribution. You may also provide proof of match by submitting a copy of signature pages from your funding sources, such as Federal or State grants/contracts.

If you have questions about whether your proposed match is eligible or not, visit the OWEB website at http://www.oregon.gov/OWEB/forms/Allowable_Match_7-2011rev.pdf, or contact Tristen Berg • tberg@oda.state.or.us or 503-986-4622.

Grantee: Yamhill SWCD

Grant #: 2018-31-875

Project Name: Yamhill County Vector Control

Match Funding Source	Type (√ one)	Status (√ one)*	Dollar Value	Match Funding Source Signature/Date*
Yamhill County Public Works	<input checked="" type="checkbox"/> cash <input type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$25,329	<i>[Signature]</i> 3-22-18
Naturals Resources Conservation Service	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$6,230	<i>[Signature]</i> 3/22/18
Yamhill SWCD	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$1,268	<i>[Signature]</i> 3/22/18
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending		
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending		
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	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending		

Do not include this page with application submission

Oregon State Weed Board Grant Program

Section 31-8 – Application Form



**Oregon State Weed Board
635 Capitol St NE • Salem, OR 97301-2532
Tristen Berg, Noxious Weed Grant Coordinator
503-986-4622 • tberg@oda.state.or.us**

Do not include this page with application submission

Application Submission Requirements

All documents must be uploaded to the FTP server
and postmarked by December 15, 2017.

1. Submit an electronic version of application in workable format (Microsoft Word preferred) with all mandatory attachments through the FTP server upload:

<http://files.oda.state.or.us/?login=oswb>

2. Submit by mail one SIGNED - single sided original version of your completed application.

Mail to:

Tristen Berg
Noxious Weed Grant Program
Oregon Dept. of Agriculture
635 Capitol St NE
Salem, OR 97301

3. **Mandatory attachments: must be included or your application will automatically be rejected. These items include: Project Budget, Project Partner form, Racial and Ethnic Statement, photos of project area, maps of project area, and landowner lists for cost reimbursement projects.**

OSWB 2018 Grant Application Form
Grant Cycle 31-8 – Application Due Date: December 15, 2017

Project title: Yamhill County Vector Control

County or counties project is located in: Yamhill

Type of Organization: A grant applicant must be a legal entity identified below and have a FEIN number. A state or federal agency may apply for funding only as a co-applicant with an eligible entity.

- | | |
|---|---|
| <input type="checkbox"/> Cooperative Weed Management Area | <input type="checkbox"/> Not-For-Profit Organization |
| <input type="checkbox"/> Watershed Council | <input type="checkbox"/> Local or tribal government |
| <input checked="" type="checkbox"/> Soil & Water Conservation District | <input type="checkbox"/> Institution for Higher Education |
| <input type="checkbox"/> Individual (not eligible for indirect or administrative costs) | |

OSWB dollars requested: \$ 36,966

Total cost of project: \$ 69,793

Name of Applicant or Organization: Yamhill Soil and Water Conservation District

Contact: Michael Crabtree

email: michael@yamhillswcd.org

Address: 2200 SW 2nd st

City: McMinnville

State: OR

Zip: 97128

Phone: 503-376-7614 **Fax:**

Project Manager for Applicant or Organization:

Contact: Michael Crabtree

email: michael@yamhillswcd.org

Address: 2200 SW 2nd St

City: McMinnville

State: OR

Zip: 97128

Phone: 503-376-7614 **Fax:**

Payee for Organization:

Contact: Julie Lorenzen

email: julie@yamhillswcd.org

Address: 2200 SW 2nd St

City: McMinnville

State: OR

Zip: 97128

Phone: 503-472-6403 **Fax:**

Project Information

1. Weed Species: (List all state listed noxious weeds pertaining to this project. Use common name plus genus and species. If your project has more weeds than the allowable space please duplicate this table on a separate sheet and attach to this application)

Habitat	Method of treatment	Weed species	Net/treatment acres	Gross/survey acres	Herbicide(s)	Define the timing of treatment
Wetland	Bio-control	Purple loosestrife, Lythrum salicaria	1	13	N/A	Late June
Upland	Herbicide	Mouse Ear Hawkweed (H. pilosella)	8	35.4	Triclopyr	March - May
Roadside	Herbicide	Knotweed	2	86.6	Imazapyr, Triclopyr	Late Summer
Upland	Herbicide	Garlic Mustard (Alliaria petiolate)		120	Imazapyr Triclopyr	Survey will happen between May and Sep.

*Choose the primary habitat where the weed exists -- Upland, Riparian, Wetland, Instream, Estuary. It is recognized that some projects have mixed habitat types, chose only one habitat per weed per line. Habitats are described within the instructions. Use only state listed noxious weeds as described within the Instructions Exhibit B.**see question 5. below for treatment type

Total estimated project acreage: net: 10 gross: 242

Project will prioritize surveying along 50 miles of roadside near known Garlic Mustard sites, 14.9 miles of roadside near known Mouse Ear Hawkweed sites and 39.5 miles of known Knotweed sites.
(see appendix c with Instructions for understanding calculation of your total project net/gross project acreage)

2. Project location: (directions to the site) (Location of Mouse Ear Hawkweed population) 10701 SW GOPHER VALLEY RD Sheridan Or 97378 Latitude: 45.179 Longitude: -123.3700 (at least one lat/long reading is mandatory)

3. Does this project exist within a designated weed control district?
(Refer to ORS 569.360)

Yes No If Yes, provide district name: Yamhill County

4. Is this part of an established Cooperative Weed Management Area?
Yes No If Yes provide name: Mid-Willamette

****5. Identify your integrated pest management methods:** (all activities must be directly related to the proposed project):

- Assessment/Management Plan Development
- Biological control
- Herbicide control
- Mechanical control
- Prevention
- Other -- Explain:
- Education and outreach
- Manual control
- Monitoring
- Restoration

Survey – Describe the method of survey planned:

The Yamhill SWCD and the Yamhill County Public Works have collaborated on a roadside vegetative management plan that involves surveying the county roadsides for noxious / invasive weeds. The Yamhill SWCD developed a geodatabase that is used in the field with a mobile GPS unit. Data is collected regarding species, location, percent cover, property management adjacent and type of road. The information gathered during the surveys of Yamhill County roads will be used to guide control projects.

6. Have you consulted with ODA staff? Yes No

If yes who? Beth Myers-Shenai, Tristen Berg and Glenn Miller

7. Is this a landowner reimbursement (cost share) project? Yes No

Remember to attach a list of landowners with acreage by weed species. Updated landowner lists are required with your progress reporting.

8. Project summary: In 200 words – give a statement about your overall

project. Provide a summary in 200 words (1000 characters) or less describing what the project will accomplish and what problems will be addressed. The information you provide will be used for project review, OWEB reporting purposes and will be displayed to the general public.

This project will be focused on surveying 242 acres or 100 miles of Yamhill County roadside for Yamhill County listed noxious weed communities. Additionally, this project will provide funding for control projects for two EDRR weeds in Yamhill County, Mouse Ear Hawkweed and Knotweed. Currently there are relatively small populations of each of these weeds. It is very important to Yamhill County that these EDRR species do not become the problem that neighboring counties have. Control is achievable if action is taken quickly.

9. What are you proposing to do? Give an overview of the project (1,300 words which is approximately 8,000 characters) This should include: is this an extension of a previously funded project if so, include details of past treatments such as successes and failures • estimated acreage for treatment • method of control • restoration component • how this project relates to other projects within the area. It is important to be concise and keep this to the 1,300-word limit.

Was this project previously funded by OSWB? Yes No

If yes what year(s) and provide the grant number?

Proposal details:

In 2016, the Yamhill County commissioners approved the Yamhill County Roadside Vegetation Management Plan. (See attachment) The plan was developed over 2 years, while collaborating with representatives from the vineyard and farm industries, the Native Plant Society of Yamhill County, Western Invasive Network, Yamhill County Public Works and the Yamhill SWCD. Goal 2 identified in the Roadside Vegetative Management Plan is to, "Reduce the Spread of Noxious Weeds and Non-native Invasive Plant Species." In order to achieve this goal, the Yamhill SWCD created a geodatabase that could be used to survey the roadsides. The surveying began in the summer of 2017. That work has identified populations of noxious and other non-native invasive plants.

The funding set aside by this project would provide for support to continue the roadside surveying program. Yamhill County Public Works and the Yamhill SWCD have a shared interest in surveying the roads. The Public Works department want to know about noxious weed populations in their road right of ways. Both parties recognize that roads are the main vector for spreading noxious weed in the County. The Yamhill County Public Works will allocate \$15,329 of the matching funds to support the inventory process as well as \$10,000 to support interns for data collection.

The noxious weed inventory data that is surveyed will be used to implement control projects for two noxious weeds in the county, Mouse Ear Hawkweed and Knotweed. Other weeds that are discovered in the survey will be controlled by the Yamhill County Road Department. Also, the Yamhill SWCD is current aware of existing populations of Mouse Ear Hawkweed and Knotweed. They each have relatively small populations compared with the neighboring counties to the north. These two noxious weeds will be treated as EDRR priorities to gain rapid control. The known population of Mouse Ear Hawkweed is located on 2 properties adjacent to Gopher Valley Rd, North East of Sheridan. One property is owned by The Nature Conservancy and the other is a private ownership. The combined population is located in a 7.9 acre area. (See attached Hawkweed map.) That population will be treated with spot spray applications of tryclopypyr in the spring to early summer before the plants are fully in flower. Careful surveying will be done along Gopher Valley Rd to make sure the class A weed is not spreading along the road system. The populations of Knotweed are located primarily along roadsides and in urban areas in Yamhill County. Priority for control will be given to Knotweed communities that are

growing on waterways, or have not recently been treated. The Knotweed will be treated with a tank mix of Imazapyr, Tryclopypyr and Aminopyralid.

The Yamhill SWCD will develop or improve BMPs for the Yamhill County Public Works for control of all Yamhill County listed noxious weeds. Moving forward, the Public Works department will take on control of their weeds using these BMPs.

Outreach for this project will include targeted mailings, writing newspaper articles, site visits and writing management plans to control noxious weeds.

10. Using a bulleted list: Explain the project goals and objectives.

(See Instructions section for specific guidance on goals and objectives)

- Survey Yamhill County road for populations of noxious weeds
 - Complete 100 road miles or 242 acres of survey
- Implement Mouse Ear Hawk Control project on 2 sites along Gopher Valley Road
 - One project will be focused on The Nature Conservancy property and the other is on an adjacent property.
 - Careful surveying will identify any new populations of the class A weed along Gopher Valley Rd
- Implement Knotweed control project on 15 known sites throughout the Yamhill County Rd system
 - Priority will be given to population that are along waterways or have been untreated in recent years
- Manage geo data in a way that benefits the many parties interested in this information
 - Process data obtained through the survey and share it with partners, and private landowners to inform them about the existence of weed populations in Yamhill County.
- Address future discoveries of populations of Mouse Ear Hawkweed, Garlic Mustard or Knotweed
 - As funds remain, the Noxious Weed Coordinator will take on control project for the newly discovered populations
- Develop and/or improve BMPs for managing roadside noxious weeds for the Yamhill County Public Works.

11. Is the project part of an existing weed management plan?

Yes No (if yes, provide the plan name, author & date published)

The Yamhill SWCD is part of a weed control district and the Yamhill SWCD is the inspector. The district prioritizes its control projects annually and determines the county noxious weed list. Controlling Mouse Ear Hawkweed, Knotweed and Garlic Mustard is a high priority for Yamhill County. Additionally, this project is in line with Yamhill County's Roadside Vegetative Management Plan. (see attached)

12. Are there additional partners? Yes No

Who are the additional partners and what are their roles and responsibilities?

Yamhill County Public Works will provide funds to support the roadside survey with \$15,329 of funding as well as provide \$10,000 for intern support. They will also provide a GPS data collector.

The Nature Conservancy will provide access to their Gopher Valley property. They will also help out with survey and give a history of control efforts.

13. Which elements of the project will OSWB funds be used for? Be specific to activity and specific timing of the activity.

OWEB funds will be used to survey the Yamhill County Roadsides for county listed noxious weeds. The funds will be used for hand pulling crews, time for private landowner outreach, spray contractor work and herbicide.

14. How does this project relate to other projects (BLM, USFS or local projects)

completed or planned? Is the project related to work funded in part with another grant from OWEB (i.e. restoration, land acquisition, or technical assistance)? List the OWEB grant number and briefly describe the relationship to this proposal.

NA

15. How does this project fit into the statewide and/or local weed management objectives? Identify the county weed listing priority if known.

This project is focused on surveying for problem weeds that occur along roadsides. The control portion of the project is focused on two noxious weeds, Mouse Ear Hawkweed and Knotweed. Mouse Ear Hawkweed is currently an A listed Noxious weed on both the state and Yamhill County lists. Knotweed is a B listed weed on the state list and A listed on the Yamhill County list. The survey will be looking for populations of all Yamhill County listed noxious weeds.

16. How will restoration be a part of your project? If restoration is not a component of this project please explain.

Restoration will be managed on a case by case basis. If, during the control project, bare earth is left exposed, an appropriate grass cover will be seeded.

17. Does this project protect a high priority species or habitat? Please give a brief description of the species or habitat/land use designation for this project.

The two weeds that will be targeted for control have the potential to effect many different habitats and the flora and fauna that live in those habitats. Mouse Ear Hawkweed threatens upland sites, it could have a large impact on plant communities in

rare and declining oak prairie and woodland ecosystems located in the area of the infestation. Knotweed riparian habitats by out competing understory plants.

18. Salmon/Steelhead Populations Targeted and Expected Benefits to Salmon/Steelhead

The information provided will be used by OWEB to better meet federal and state reporting requirements. Completion of this section is required but will not be used to evaluate this application for funding.

- This project is NOT specifically designed to benefit salmon or steelhead.
 - If you check this box do not answer supplemental question 18(A)

Targeted Salmon/Steelhead Populations: Select one or more of the salmon ESUs (Evolutionary Significant Unit) or steelhead DPSs (Distinct Population Segment) that the project will address/benefit. Additional information on the designation and location of the salmon/steelhead populations can be found at <http://www.nwr.noaa.gov/ESA-Salmon-Listings/Salmon-Populations/Maps/Index.cfm>

Chinook Salmon (<i>Oncorhynchus tshawytscha</i>)		Coho Salmon (<i>O. kisutch</i>)	
<input type="checkbox"/>	Deschutes River summer/fall-run ESU	<input type="checkbox"/>	Lower Columbia River ESU
<input type="checkbox"/>	Lower Columbia River ESU	<input type="checkbox"/>	Oregon Coast ESU
<input type="checkbox"/>	Mid-Columbia River spring-run ESU	<input type="checkbox"/>	Southern Oregon/Northern California ESU
<input type="checkbox"/>	Oregon Coast ESU		
<input type="checkbox"/>	Snake River Fall-run ESU	Steelhead (<i>O. mykiss</i>)	
<input type="checkbox"/>	Snake River Spring/Summer-run ESU	<input type="checkbox"/>	Klamath Mountains Province DPS
<input type="checkbox"/>	Southern Oregon and Northern California Coastal ESU	<input type="checkbox"/>	Lower Columbia River DPS
<input type="checkbox"/>	Upper Klamath-Trinity Rivers ESU	<input type="checkbox"/>	Middle Columbia River DPS
<input type="checkbox"/>	Upper Willamette River ESU	<input type="checkbox"/>	Oregon Coast DPS
		<input type="checkbox"/>	Snake River Basin DPS
Chum Salmon (<i>O. keta</i>)		<input type="checkbox"/>	Washington Coast DPS (SW Washington)
<input type="checkbox"/>	Columbia River ESU	<input type="checkbox"/>	Upper Willamette River DPS
<input type="checkbox"/>	Pacific Coast ESU	<input type="checkbox"/>	Steelhead/Trout unidentified DPS

18(A). Expected Benefits: Write a brief description of the goals and purpose of the project and how it is expected to benefit salmon/steelhead habitat.
NA

19. How will success be determined? What elements will be monitored/evaluated and by whom, how often and for how long?

Success will be determined by continued monitoring of the sites that are treated for control. The monitoring aspects of the project will be the responsibility of the party that is taking on long-term management. That will be either the Yamhill SWCD, a private landowner or the Yamhill County Public Works.

Projects in the road right of way will be surveyed every year to monitor the site. Photo points are a part of the data that is collected in the field.

The Yamhill SWCD will establish photo points for the other projects. The points will be managed by the district's noxious weed geodatabase. The geodatabase helps prioritize projects and will keep the sites listed for work to be done until no plants are found on site.

Also, success will be determined when we have established a roadside survey / inventory program that will hopefully be adopted long term by the Yamhill County Public Works

20. What is the long-term plan for this project? Who will maintain the project after the grant and for how long?

Long-term management of the project will be split between the Yamhill SWCD and Yamhill County Public Works. When weeds are found and/or controlled on private lands, the Yamhill SWCD will take on outreach and set up a long term maintenance plan with the landowner. For noxious weed populations found in the roadside easement, the Public Works department will be responsible for long-term management. The Yamhill SWCD will act a technical adviser for control on those populations.

21. Insurance information- If applicable, select all the activities that are part of your project (check all that apply). See Tables in Grant Instructions for required insurance amounts.

- Grantee or grantee's staff are applying herbicides or pesticides (Additional insurance is required)
- Contractors are applying herbicides or pesticides (Contractors are required to carry the additional insurance)
- Grantee or grantee's staff or volunteers are working with kids related to this project (Additional insurance is required)
- Aerial application of chemicals is applied by contractors. (Contractors are required to have required insurance.)

RACIAL AND ETHNIC IMPACT STATEMENT

This form is used for informational purposes only and must be included with the grant application.

Chapter 600 of the 2013 Oregon Laws require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons¹ in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons. "Minority persons" are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African-Americans, Hispanics, Asians or Pacific Islanders, American Indians and Alaskan Natives.

1. The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

Indicate all that apply:

<input type="checkbox"/> Women	<input type="checkbox"/> Asians or Pacific Islanders
<input type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Alaskan Natives
<input type="checkbox"/> African-Americans	<input type="checkbox"/> American Indians
<input type="checkbox"/> Hispanics	

2. The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

Indicate all that apply:

<input type="checkbox"/> Women	<input type="checkbox"/> Asians or Pacific Islanders
<input type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Alaskan Natives
<input type="checkbox"/> African-Americans	<input type="checkbox"/> American Indians
<input type="checkbox"/> Hispanics	

3. The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

If you checked numbers 1 or 2 above, on a separate sheet of paper, provide the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

I HEREBY CERTIFY on this ___ day of _____, 20____, the information contained on this form and any attachment is complete and accurate to the best of my knowledge.

Signature _____

Printed Name: _____

Title _____

Project Partners

List agencies/organizations from which funding is anticipated for the proposed project.

The Oregon State Weed Board requires 25% match for projects. If you have questions with this requirement please contact Tristen Berg, ODA Grant Program Coordinator at 503-986-4622.

Show all anticipated funding sources, and indicate the dollar value for cash and in-kind contributions. For all funding please state within the "use of contribution" column exactly what the cash/in-kind will be used for- include a separate line for volunteers, labor, or materials. This helps the OSWB gain a better understanding of the roles and responsibilities the partners will have with the project. Check the appropriate box to denote if the funding status is secured or pending. In the Amount/Value Column, provide a total dollar amount or value for each funding source. Match should be directly related to the noxious weed project. Other OWEB funding is not eligible for match toward OSWB grants.

NOTE: If your project is selected for funding your organization will be asked to provide signatures for 25% match as a component of agreement procedures.

Funding Source (Name the Partner)	Use of Contribution	Cash	In-kind	Secured (x)	Pending (x)	Amount/Value
<i>Sample Agency</i>	<i>GIS mapping, and ATV use</i>		\$2,500	X		\$2,500
OSWB	37.5% FTE Noxious Weed Coordinator Position, spray contractor hours, hand pulling crew, herbicide, mailing and grant administration	\$36,966	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$36,966
Oregon Dept. of Agriculture		N/A	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
Yamhill County Public Works	25% FTE Noxious Weed Coordinator Position, Intern support	\$25,329	\$	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$25,329
Natural Resources Conservation Service	Office space, computer and network (\$26.45 / sqft * 150 sqft)*62.5%FTE	\$	\$6,230	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$6,230
Yamhill SWCD	Travel	\$	\$268	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$268
Yamhill SWCD	Mailings	\$	\$1,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$1,000
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
		\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
Total Estimated Funds (add all amounts in the far-right Column):	(The total should equal the total cost of the project on page 1 of the application)					*\$69,793
Have any conditions been placed on matching funds that may affect completion? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						

If Yes, Explain:

NOTICE of Grant Award Conditions

Initial each category below and be sure this page is submitted along with your completed proposal.

- If this proposal is funded, you will be required to:
 - Sign a Grant Agreement containing the terms and conditions for the project implementation, release of funds, and documentation of completion.
 - Payments will be made only for work started after the effective date of the grant agreement, unless special conditions have been placed by ODA/OWEB.

- Before ODA/OWEB releases the Grant Agreement, you will be required to:
 - Resolve any and all outstanding issues from your previous grants with ODA/OWEB.

- Upon signing the Grant Agreement, you will be required to:
 - Certify in the Grant Agreement that prior to starting work on private land, you have or will obtain cooperative agreements with the private landowner(s). Exhibit D of the ODA/OWEB Grant Agreement may also require you to submit copies of those agreements to ODA/OWEB prior to the release of funds.
 - Agree that monitoring information resulting from projects are public domain.
 - Determine what insurance, permits and licenses are required.

- Before ODA/OWEB releases any payments, you will be required to:
 - Document that 25% match funding has been secured.
 - Submit an OWEB Metrics Form.
 - Submit copies of all applicable permits and licenses from local, state, or federal agencies or governing bodies, or certify that permits and licenses are not needed.

- Upon completing the project, you will be required to:
 - Submit a Project Completion Report as required in the Grant Agreement, including maps, and photos. OGMS Online Project Completion Reporting can be completed at <http://apps.wrd.state.or.us/apps/oweb/fiscal/default.aspx>.
 - Submit your Oregon Watershed Restoration Inventory report(s) electronically at <http://apps.wrd.state.or.us/apps/oweb/owrio/default.aspx>. New weed site data will be pulled from OWRI to meet Weedmapper requirements.

CERTIFICATION:

I certify that this application is a true and accurate representation of the proposed project and that I am authorized to sign as the Applicant or Co-Applicant. By the following signature, the Applicant certifies that they are aware of the requirements (*see Application Instructions*) of an OSWB/OWEB grant and are prepared to implement the project if awarded. **I have read and initialed the NOTICE of Grant Award Conditions**

Applicant Signature: _____ Date: _____

Print Name: _____ Title: _____

Co-Applicant Signature: _____ Date: _____

Print Name: _____ Agency: _____

All appendices are housed within the application instructions section and can be downloaded at:

<http://www.oregon.gov/ODA/programs/Weeds/Pages/GrantProgram.aspx>

Mandatory attachments:

- Oregon State Weed Board Project Budget.
- Project Partner Form.
- Racial and Ethnic Statement.
- Maps highlighting specific area of project activities.
- Photos (please use the same photo points you will use on interim progress reporting and project completion reports).
- For landowner reimbursement projects – landowner list with acreages listed by weed species.

Oregon State Weed Board Project Budget

Large

IMPORTANT: Read the application instructions and the current OWEB Budget Categories Document.

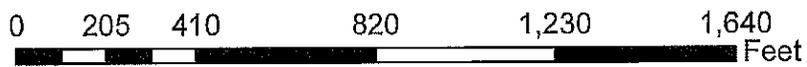
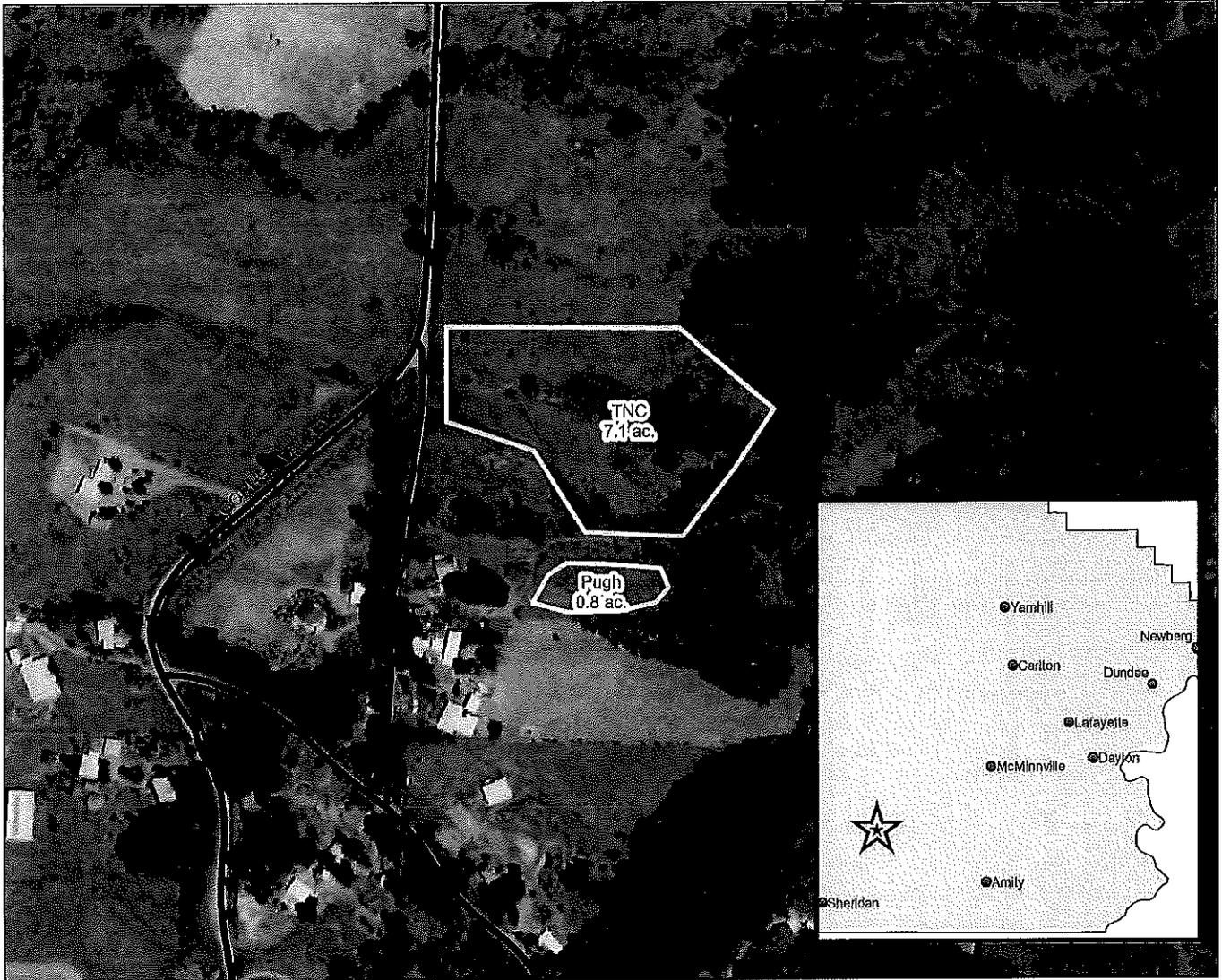
Add additional lines, if necessary. All costs must be directly associated with project.

Totals automatically round to the nearest dollar.

A	B	C	D	E	F	G
<i>Itemize projected costs under each of the following categories:</i>	Unit Number (e.g. # of hours)	Unit Cost (e.g. hourly rate)	OWEB Funds	Cash Match	In-Kind Match	Total Costs (add columns)
SALARIES, WAGES AND BENEFITS. List position titles for in-house staff/applicant employees for whom payroll						
Noxious Weed Coordinator - Yamhill SWCD (62.5% FTE in Hours)	1300	\$ 29.50	23,021	15,329		38,350
Summer Interns Roadside Inventory - Yamhill County Public Works	1	10,000		10,000		10,000
						0
(1)	SUBTOTAL		23,021	25,329	0	48,350
CONTRACTED SERVICES. Labor, supplies, materials and travel to be provided by <i>non-staff</i> for project						
Spray Contractor (Hrs)	40	80	3,200			3,200
5 person Hand Pulling / Spray Crew (Days)	4	600	2,400			2,400
(2)	SUBTOTAL		5,600	0	0	5,600
TRAVEL. Mileage, per diem, lodging, etc. Must use current State of Oregon rates.						
Site Visit Travel (miles)	500	0.535			268	268
						0
(3)	SUBTOTAL		0	0	268	268
MATERIALS and SUPPLIES. Refers to items that are purchased by, or invoiced to, the applicant, and are "used up"						
Herbicide (Gallons of assorted herbicide and surfactant)	12.5	27.62	345			345
Mailings	4	250		1,000		1,000
(4)	SUBTOTAL		345	1,000	0	1,345
EQUIPMENT/SOFTWARE. List portable equipment costing \$1000 or more per unit. Must remain property of a						
						0
						0
(5)	SUBTOTAL		0	0	0	0
OTHER. Grantee-owned equipment costs, small equipment repair, project-specific printing, and items that do not						
						0
						0
(6)	SUBTOTAL		0	0	0	0
(7)	MODIFIED TOTAL DIRECT COSTS: Add all subtotals (1-6)		28,966	26,329	268	55,563
INDIRECT COSTS. Not to exceed 10% of Modified Total Direct Costs (7). Choose ONE of the indirect cost methods						
10% indirect rate requested.	<input checked="" type="checkbox"/>	10%	8,000		6,230	14,230
No reimbursement for indirect costs requested	<input type="checkbox"/>	0%	0			0
(8)	SUBTOTAL (8)		8,000	0	6,230	14,230
GRANT BUDGET TOTAL: Add Totals (7), and (8). Totals			36,966	26,329	6,498	69,793

* The totals for these two columns must mirror the match totals provided on the Match Funding form..

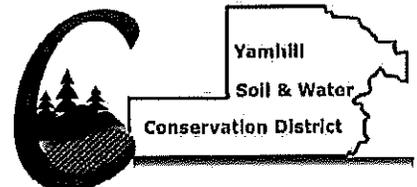
Mouse Ear Hawkweed Population Near Gopher Valley Rd



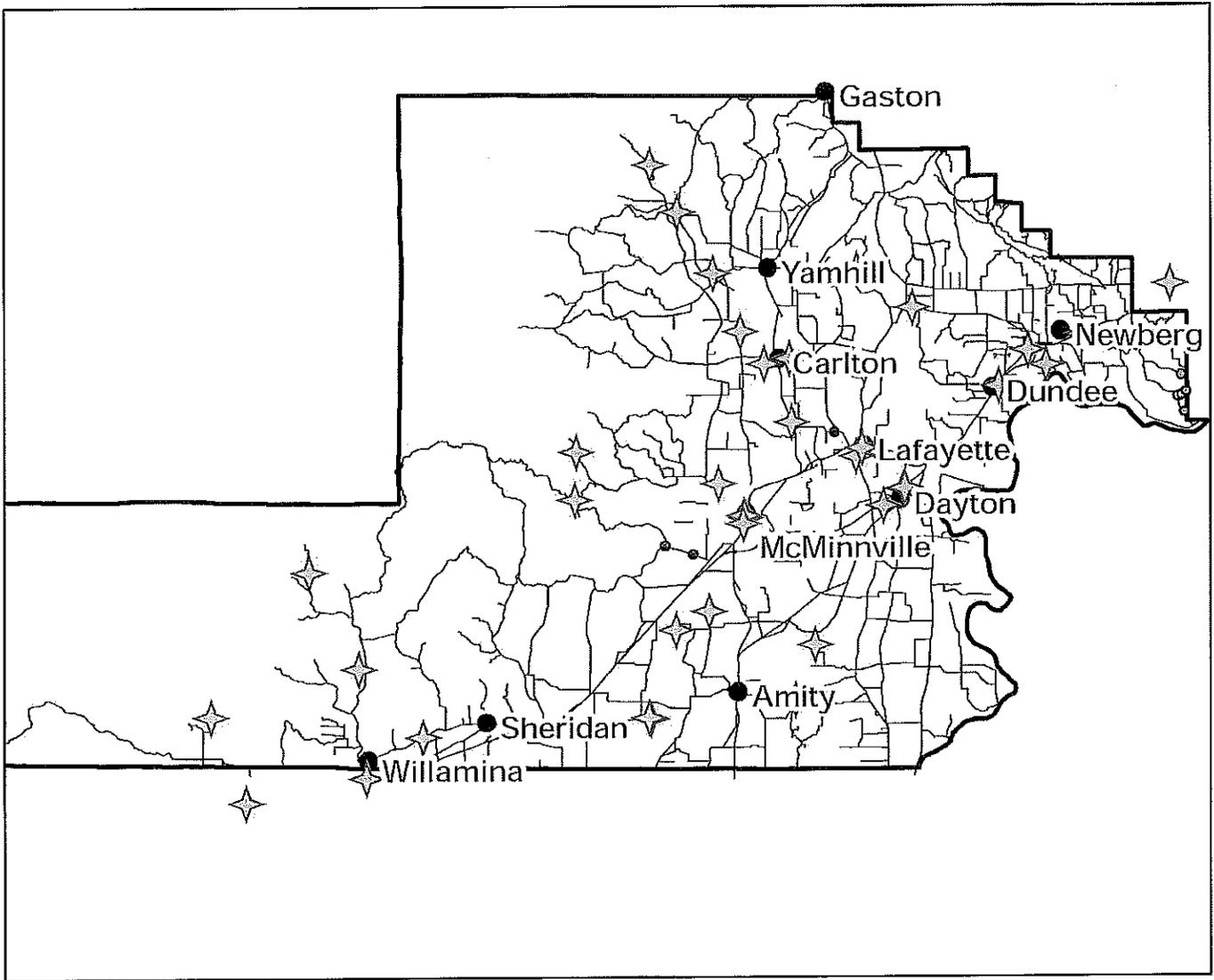
1 inch = 400 feet



Legend
Mouse Ear Hawkweed Area



Known Knotweed Sites Yamhill County



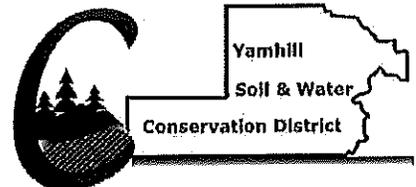
0 15,500 31,000 62,000 93,000 124,000 Feet

1 inch = 30,455 feet



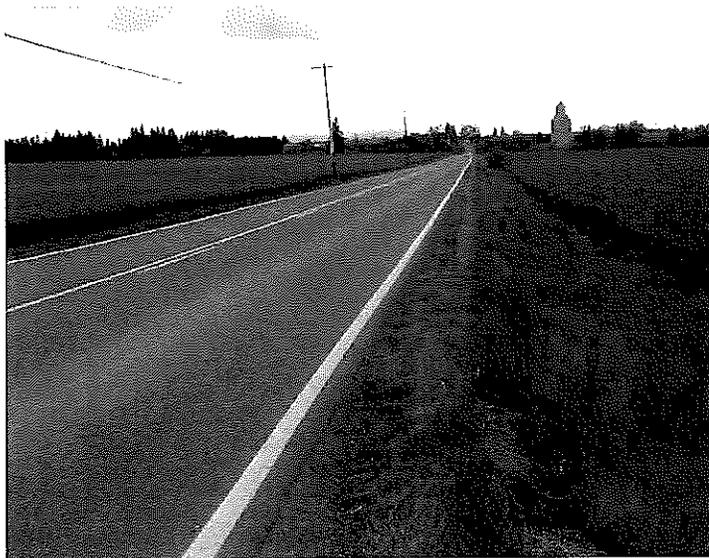
Legend

★ Knotweed



YAMHILL COUNTY ROADSIDE VEGETATION MANAGEMENT PLAN

Yamhill County Public Works Department



February 2016

TABLE OF CONTENTS

EXECUTIVE SUMMARY	1
INTRODUCTION	2
VEGETATION MANAGEMENT POLICY	2
VEGETATION MANAGEMENT GOALS	2
TYPICAL ROAD SECTIONS AND MAINTENANCE ACTIVITIES.....	4
BEST MANAGEMENT PRACTICES.....	6
General	6
Brush Cutting, Mowing, and Tree Removal.....	6
Shoulder, Foreslope, Ditch, and Backslope Spraying.....	8
Activities in Areas with Priority Noxious Weeds and Invasive Plants	9
Planting.....	10
Coordination	11
Communication.....	11
APPENDIX A: Definitions	13
APPENDIX B: Yamhill County Roadside Vegetation Management Technical Advisory Committee	16
APPENDIX C: References.....	17
Figure 1. Typical Road Section for Gravel and Paved Surfaces	4
Table 1. Maintenance Guidelines	4
Table 2. Recommended Schedule for Roadside Maintenance Activities	5

EXECUTIVE SUMMARY

The Yamhill County Public Works Department (PWD) manages vegetation within the right-of-way to ensure safe and efficient travel on County roadways. This involves evaluating costs and effectiveness of vegetation control measures; minimizing impacts to water quality, and native plants and animals; working with diverse landowner interests; and complying with federal, state and local regulations and guidelines. Within its 716 miles (1,432 lane miles) of roads, public right-of-way encompasses 20 feet or more on each side of the road centerline, and vegetation is managed on the shoulders, foreslopes, ditches, and backslopes.

In 2014, the County Board of Commissioners appointed a technical advisory committee to update its 2005 roadside vegetation management policies. The committee set several goals to guide policy development:

1. Ensure roadways are safe by removing potentially hazardous vegetation.
2. Reduce spread of noxious weeds and invasive plants.
3. Minimize negative impacts to species listed as threatened, endangered, or of concern.
4. Promote native plant communities.
5. Minimize negative impacts to water quality.
6. Work with property owners who want to maintain their own roadsides, and partner with others to identify and manage areas of special value or concern.
7. Communicate these goals and policies effectively.

Policies were developed for each goal using approaches that have consistently shown superior results. Best Management Practices were advanced for each of the County's primary roadside vegetation management activities, including brush-cutting, mowing, tree removal, planting, spraying, and noxious weed and invasive plant control. A program to permit landowners to manage their own roadside vegetation was defined, as was a program for groups with special expertise to assist PWD with identifying areas of special concern or high value for native plants and wildlife and to help the County implement this program. The Plan reaffirms the need to engage the public with easily accessible and understandable information and to implement an open and transparent vegetation management program.

INTRODUCTION

Yamhill County faces many challenges in managing vegetation within its 716 miles (1,432 lane miles) of road right-of-way. These include: ensuring the safe and efficient movement of people, goods and services; protecting the public investment in its roads; minimizing negative impacts to water quality and to native plants and animals and their habitats; recognizing concerns of adjacent landowners; and complying with federal, state and local regulations and guidelines.

The following policy and practices update the 2005 Yamhill County Vegetation Management Policy and Best Management Practices and are designed to assist the Yamhill County Public Works Department (PWD) in managing roadside vegetation in a consistent, conscientious, and cost-effective manner. Implementation depends upon County resources, and not all goals or objectives can be met in all circumstances.

VEGETATION MANAGEMENT POLICY

Yamhill County will maintain its road system in a safe, efficient, economical, and ecologically sound manner.

VEGETATION MANAGEMENT GOALS

GOAL 1: PROTECT AND MANAGE THE ROAD INFRASTRUCTURE TO ENSURE THE SAFETY OF THE TRAVELING PUBLIC

PURPOSE: Remove hazardous and undesirable vegetation within or encroaching upon County road right-of-way (e.g., noxious weeds, invasive plants, brush, branches, and trees) to maintain sight distance and vertical and horizontal vehicle clearance for general public safety; maintain visibility of signs, guardrails, delineator posts, utility facilities, and other permitted structures within the right-of-way; maintain drainage; and ensure pavement and road structure integrity.

GOAL 2: REDUCE THE SPREAD OF NOXIOUS WEEDS AND NON-NATIVE INVASIVE PLANT SPECIES

PURPOSE: Control plants that crowd out desirable plants. Prevent roads from serving as corridors for the spread of noxious weeds and invasive plants to new areas.

GOAL 3: MINIMIZE NEGATIVE IMPACTS TO NATIVE SPECIES LISTED AS THREATENED, ENDANGERED, OR SPECIES OF CONCERN

PURPOSE: Follow conservation measures to comply with state and federal regulations that protect and enhance listed species and species of concern.

GOAL 4: PROMOTE NATIVE PLANT COMMUNITIES, ENHANCE EXISTING COMMUNITIES, AND ESTABLISH NEW COMMUNITIES ON NEW CONSTRUCTION AND ROAD IMPROVEMENT PROJECTS

PURPOSE: Use well-adapted, low-maintenance native plants to provide the benefits of limiting storm water runoff, reducing soil erosion and water pollution, providing habitat, and resisting weed invasion, for the lowest cost in the long term. Maintain the unique native plant communities in the roadside landscape that provide a regional identity and natural beauty. Preserve our natural heritage, recognizing that roadsides are the last refuge for many native plants and animals, including insect pollinators.

GOAL 5: MINIMIZE NEGATIVE IMPACTS TO WATER QUALITY

PURPOSE: Act as good stewards of water and land resources by minimizing erosion from runoff and pollution of waterways within County road right-of-way.

GOAL 6: WORK WITH PROPERTY OWNERS/MANAGERS OR GROUPS WITH SPECIAL EXPERTISE TO PRESERVE AND MANAGE VEGETATION IN A MANNER THAT DOES NOT NEGATIVELY IMPACT PUBLIC SAFETY OR ROAD INTEGRITY.

PURPOSE: Recognizing that adjacent property owners or their authorized agents may have interests in management of certain roadsides, work with them to establish Special Maintenance Zones and ensure that the zones are regularly maintained. Yamhill County may initiate designation of Special Maintenance Zones for identified roadsides requiring special County maintenance plans, or may partner with groups with special expertise to develop and implement such plans.

GOAL 7: EFFECTIVELY COMMUNICATE THE YAMHILL COUNTY ROADSIDE VEGETATION MANAGEMENT POLICY AND GOALS

PURPOSE: Establish a transparent and open process for sharing information on County roadside vegetation management.

TYPICAL ROAD SECTIONS AND MAINTENANCE ACTIVITIES

A typical road section is illustrated in Figure 1. General guidelines for road maintenance and vision clearance zones are included in Table 1. Recommended timing for maintenance activities is summarized in Table 2.

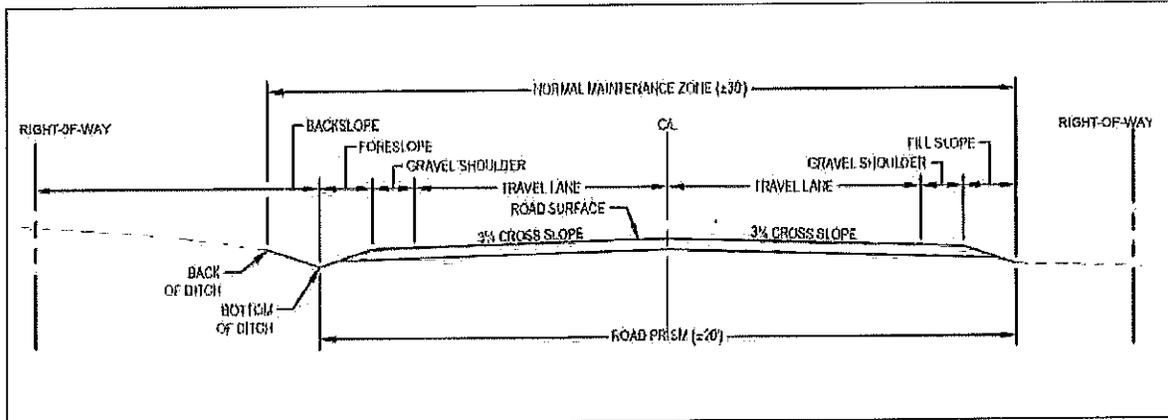


Figure 1. Typical Road Section for Gravel and Paved Surfaces

Road Section	Width	Maintenance Activities as Needed
Travel lane: paved or gravel surface	11'-12'	<ul style="list-style-type: none"> • Pave or grade
Gravel shoulder and foreslope: shoulder to bottom of ditch	Varies	<ul style="list-style-type: none"> • Spray next to paved roads to maintain a vegetation-free zone • Limit broadcast spray zone to 2-3' from edge of travel lane; stay above ditch high water mark • Target spray for noxious weeds and invasive plants • Mow • Cut brush • Clean ditches • Maintain vegetative cover in ditch bottom
Backslope: bottom of ditch to outside edge of right- of-way	Varies	<ul style="list-style-type: none"> • Mow, cut brush, remove trees, or target spray to: <ul style="list-style-type: none"> ○ Respond to emergency/hazardous circumstances ○ Maintain sight distance ○ Maintain vehicle clearance ○ Maintain visibility of signs, guard rails, permitted structures ○ Control noxious weeds and invasive plants • Clean ditches • Maintain vegetative cover in ditch bottom

Table 1. Maintenance Guidelines

Month		J	F	M	A	M	J	J	A	S	O	N	D
Maintenance Activity	Mowing (6' from edge of roadway)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Brush cutting	✓	✓	x	x	x	x	x	✓	✓	✓	✓	✓
	Broadcast spraying (2'-3' from edge of paved roadway)	-	-	-	✓	✓	✓	✓	-	-	-	-	-
	Targeted spraying	-	-	✓	✓	✓	✓	✓	✓	✓	✓	✓	-
	Large tree and brush removal	✓	✓	x	x	x	x	x	✓	✓	✓	✓	✓
	Drainage maintenance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Seeding	-	-	✓	✓	✓	-	-	-	✓	✓	-	-
	Grading and gravel placement	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Shoulder preparation and rocking	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Bridge vegetation management	-	-	-	✓	✓	✓	-	-	-	-	-	-

- ✓ Activities are not restricted during these months.
- x Activities are recommended to be restricted during these months. Activity may occur after consultation with an expert to minimize negative impacts on native plant and animal species.
- Activities are generally not performed during these months.

NOTE: Times may differ to accommodate emergencies, weather conditions, or special circumstances.

Table 2. Recommended Schedule for Roadside Maintenance Activities

BEST MANAGEMENT PRACTICES

The following Best Management Practices (BMPs) are intended to achieve Yamhill County's policy and goals for roadside vegetation management and to embrace cost-effective and sound vegetation management practices that consider: traffic safety, water quality, wetland protection, threatened and endangered species protection, native plant protection, noxious weed and invasive plant control, and regulatory requirements.

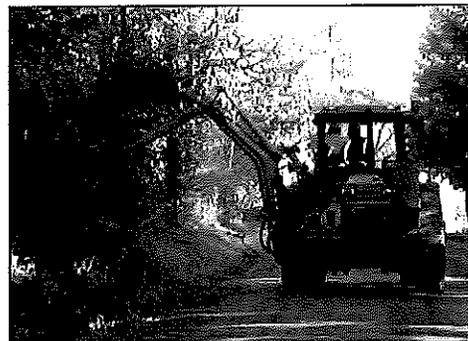
Adaptive management strategies should be followed in order to constantly improve on these BMPs. Strategies could include trials or demonstration projects to explore new ideas and practices, such as ditch burning, controlled grazing, or implementing alternatives to removal of all roadside vegetation in the right-of-way by adjacent property owners. New and innovative ways to improve the maintenance and reduce the costs of vegetation management should be explored, for example, use of rotary mowers, weed wipers for targeted herbicide application, and seasonal timing of herbicides near sensitive areas.

General

1. Use an integrated approach to manage problem vegetation, including mechanical, chemical, cultural, and biological controls if available.
2. Maintain proper sight distance, line of sight, and vertical clearance for motorists consistent with the American Association of State Highway and Transportation Officials (AASHTO) Highway Safety Manual.
3. Maintain visibility of signs, guardrails, delineator posts, utility facilities, and other permitted structures within the right-of-way.
4. Develop and maintain an inventory of threatened and endangered species and species of concern, significant native plant communities, and noxious weeds and invasive plants within County road right-of-way, and develop maintenance management plans for selected roadway sections.
 - a. Create and maintain a GIS map with GPS coordinate locations.
 - b. Characterize and prioritize County roadside sections.
 - c. Establish Special Maintenance Zones and develop BMPs for prioritized sections of roadways.
5. Develop and include standard contract and permit provisions to ensure compliance with BMPs by contractors, utilities, and others working in County road right-of-way.
6. Provide annual training on these BMPs to PWD staff.

Brush Cutting, Mowing, and Tree Removal

Description: These activities remove noxious weeds and other problem vegetation on County right-of-way to maintain road integrity, sight distance, vertical and horizontal vehicle clearance, and general public safety.



Best Management Practices

General

1. Limit mowing and other methods of vegetation removal to the area from the edge of pavement to the foreslope edge of the ditch, except where problem plants, sight distance, vehicle clearance, drainage, or public safety is of concern.
2. Trim branches that enter the right-of-way to achieve a 15-foot minimum vertical clearance.



Water Quality

1. Reduce or eliminate pollutants and sediments from entering surface waters to improve water quality and comply with federal, state, and local regulations.
2. Deposit excess material above the 100-year floodplain and not within 75' of a stream, wetland, or riparian area.
3. If trees providing shade or bank stabilization within 50' of water bodies are determined to be a risk to public safety, remove the trees and replace at a 2:1 ratio in an area that will not pose a future threat to the roadway or bridge structures.
4. Refuel, repair, and clean equipment at least 25' from water bodies.
5. At bridge heads, remove brush on either side, either end, and under the structure only as needed to maintain sight distance and safety of the structure or to control noxious weeds and invasive plants. Maintain adequate air flow to prevent moisture build-up on wood, steel, and concrete bridge components.
6. Remove 10' of brush, upstream, downstream, and on each side of culverts that are 6" in diameter or greater. Removal of noxious weeds and invasive plants may extend beyond this limit.

Wildlife

1. Minimize impacts to migratory birds and other wildlife by not mowing in the backslope and by avoiding brush cutting during major nesting periods (March through the end of July), except where sight distance or public safety is of concern.
2. Leave in place brush cut in riparian areas for wildlife habitat where doing so does not interfere with sight distance, create safety issues, cause fire hazards, involve noxious weeds or invasive plants, or hinder the proper functioning of highway features (e.g., drainage).
3. Install beaver screens where necessary to maintain free-flowing culverts. Work with property owners to eliminate water backup resulting from beaver dams that undermine roads.

Native Plant Species

1. Follow management plans for Special Maintenance Zones.
2. Where significant GIS-mapped populations of native plants are present, avoid brush-cutting or mowing in the area until the plants have set seed.
3. Consider requests to forego maintenance for significant areas of native plants that are well defined by location; consult with resource experts as needed.

Shoulder, Foreslope, Ditch, and Backslope Spraying

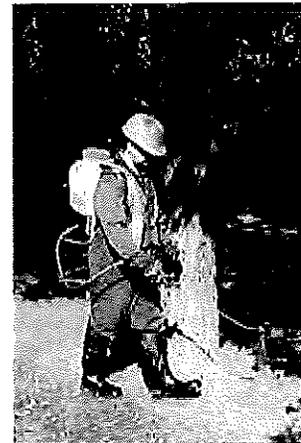
Description: The purpose of applying herbicides along the roadside is to eradicate or reduce the growth of noxious weeds, invasive plants, sight-obstructing brush, and other undesirable vegetation. Generally, tree stumps are hand-painted with an herbicide labeled for this purpose, shoulder spraying is truck-applied, and targeted foliar spraying is applied either by truck or backpack sprayer. 2,4-D is specifically not used by the County because of its risks to sensitive crops that may be in close proximity. Herbicides used include selective and non-selective foliar-active and pre-emergent (soil residual) chemicals. No restricted-use chemicals are used to control vegetation.



Best Management Practices

Regulations

1. Comply with all labels, laws, rules, and regulations.
2. Require PWD staff and contractors that mix or apply herbicides to carry a current public applicator's license or be supervised by a licensed person.
3. Require annual training for PWD staff that mix or apply herbicides.
4. Maintain a record-keeping system that documents the date, amount of chemical applied, location of application, temperature, and wind speed at the beginning and end of application.
5. Apply only when wind speeds are within Environmental Protection Agency (EPA) label guidelines.
6. Dispose of empty herbicide containers in accordance with EPA guidelines.
7. Carry supplies to contain small spills (absorbent materials, bags, shovel, etc.) and follow established guidelines for spill containment.



General

1. Favor mechanical and biological control of undesirable plants over chemical controls, whenever possible.
2. Choose the most environmentally benign herbicides at the lowest doses within EPA recommendations to achieve vegetation management goals.
3. Base spray decisions on weather conditions, terrain, soil types, adjacent vegetation, adjacent land uses, and presence of water in ditches.
4. Use lowest pressure compatible with adequate coverage.
5. Inspect spraying equipment, calibrate sprayers, and check nozzles for uniform spray patterns at least once a year; replace worn nozzles.
6. Rotate herbicides and/or alternate herbicides with mechanical/manual control methods to prevent herbicide resistance.
7. Do not spray the ditch bottom.

8. Spray non-selective herbicides for a vegetation-free shoulder from the pavement edge to the roadside edge of ditch: generally, 2' for local and resource roads, 3' for collector roads, and 5' for arterials.
9. Target spray herbicides as needed to control noxious weeds and invasive plants.
10. Refrain from applying non-selective herbicides beyond the foreslope, except to control noxious weeds or invasive plants.
11. Take care not to spray foliage of non-target shrubs and trees.
12. Replant with native grasses, trees, and shrubs.
13. Develop and post a list of chemicals commonly used by PWD on County roadsides on its website for information and transparency to the public.

Water Quality

1. Adjacent to water bodies, only use herbicides that are permitted for aquatic use.
2. Target spray within 25' of flowing water.
3. Target spray within 25' of bridges only if vegetation control is critical to the function of the structure, and mechanical control is not practical.
4. Maintain vegetative cover in the foreslope, ditch, and backslope to minimize erosion.

Native Plant and Wildlife Species

1. Do not apply herbicides to known locations of Federal or State-recognized threatened or endangered plants or species of concern, except as provided in their Special Maintenance Zone management plans.
2. Do not apply herbicides to Special Maintenance Zones, except as provided in Special Maintenance Zone management plans.
3. Consider requests to forego spraying for significant areas of native plants that are well defined by location; consult with resource experts as needed.

Activities in Areas with Priority Noxious Weeds and Invasive Plants

Description: Working with the Roadside Vegetation Management Technical Advisory Committee, the PWD developed a list of noxious weeds and invasive plants that are targeted priorities for control. Control of noxious weeds and invasive plants may require the use of herbicides, and a list of herbicides labeled for roadside vegetation management was developed. Both lists are posted on the PWD website and will be regularly updated. Yamhill County also cooperates with the Yamhill Soil & Water Conservation District (SWCD) to address noxious weeds, and the SWCD Noxious Weed List is available at <http://www.yamhillswcd.org/weeds>.

General Best Management Practices

1. Prevention is the most effective and cost effective method of controlling noxious weeds and invasive plants. It is important to avoid inadvertently transporting seeds or portions of plants that could propagate new plants elsewhere.
2. Map the location of reported noxious weed and invasive plant infestations on a Yamhill County road GIS overlay(s). Coordinate this effort with SWCD.
3. Work with the Yamhill County Road Improvement Advisory Committee (RIAC) during development of the annual Maintenance Improvement Projects (MIP) list to identify all projects within known areas of invasive plants and noxious weeds for special care during construction or maintenance.

4. In any mapped location where soil will be moved, including new construction, ditching, grading, paving, or other shoulder work:
 - a. Stockpile all soil moved during work on the site and return it only to the site, if possible.
 - b. Where soil will be removed from the site, monitor the dump site for at least three years and ensure that any weeds detected are promptly controlled.
 - c. Do not deposit the soil on private land or allow members of the public to take the soil for private use.
 - d. At the completion of the project, map where any soil removed from the site was placed so it can be monitored.
5. Before leaving an infested site, clean soil and plant material from workers' clothing and footwear, vehicles, and equipment using a broom, blower, and/or other tools to detach mud and soil from tires, wheel wells, etc. Do not take vehicles or equipment to another project site before a thorough cleaning.
6. To keep contaminated soil localized as much as possible, where invasive plants or noxious weeds are present on only a portion of a project site, operate earth-moving or maintenance equipment in the clean portion first and finish in the infested area.
7. Place signs at both ends of known infested areas, and develop management plans specific to each area.
8. Coordinate with SWCD to monitor infested sites and to enlist adjacent landowner assistance in regular monitoring and control of infested areas.
9. Maintain a list of priority noxious weeds and invasive plants that warrant special attention for Yamhill County roadside maintenance efforts and recommend control measures. Regularly update this list, in coordination with SWCD.
10. Maintain a list of herbicides labeled for roadside vegetation management, with descriptions of their effects on plants, their potential uses and use restrictions, and their risks to human health and to the environment. Regularly update this list to serve as a resource for Yamhill County maintenance staff and as information for the general public.
11. Use the list of priority noxious weeds and invasive plants and the list of herbicides in decisions on maintaining County roadsides.

Planting

Description: Careful purchase and placement of plants enhances soil stabilization and beautification programs, and requires knowledge of appropriate plant materials and planting methods for roadside vegetation projects.

Best Management Practices

1. After ditching and shaping of right-of-way, establish low-maintenance vegetation for erosion control and maintenance of water quality.
2. Replant areas where soil has been removed and where colonization by invasive plants or noxious weeds is likely.
3. Use low-growing plants, such as grasses, in areas with sight distance limitations.
4. When available, use native seed of known origin that is free of noxious weeds and invasive plants.

5. Prior to planting, control existing vegetation to achieve good seed-soil contact and to reduce competition from weeds germinating from seeds in the existing soil.
6. To reduce erosion, use planting techniques that minimize the disturbance of soils, such as hydroseeding, manual planting, and no-till planting.
7. Plant sterile or non-competitive non-native species when necessary to control erosion and to compete with invasive species until desired vegetation is established.
8. Avoid the use of excess fertilizers that can run off into waterways.

Coordination

Description: For a variety of reasons, some property owners request the authority to maintain vegetation within the right-of-way adjacent to their property as an alternative to County maintenance. Groups with special expertise may also request the opportunity to maintain segments of right-of-way that support plant or wildlife habitats of special concern. The County supports these requests as long as private actions or inactions do not compromise public safety, and they are consistent with the overall Best Management Practices.

To maximize limited staff and resources, it is important to work with other local, state, and federal jurisdictions and agencies and to share access to information that may be of interest or value to Yamhill County residents.

Best Management Practices

1. Maintain a Special Maintenance Zone Permit Program for the right-of-way where a landowner or authorized agent whose property is adjacent to a County roadside may request a permit to manage the roadside vegetation.
2. Follow management plans for Special Maintenance Zones, including zones created by the Habitat Conservation Plan for Kincaid's lupine and Fender's blue butterfly.
3. Encourage those working within County road right-of-way to use adaptive management practices.
4. Establish a process by which local groups with special expertise may assist in training PWD staff to identify species and habitats of concern within the right-of-way, to recommend Special Maintenance Zones, or to partner on issues to maximize conservation opportunities.
5. Coordinate with governmental agencies and others involved in roadside maintenance in an integrated approach to vegetation management.

Communication

Description: It is important to provide easily accessible and understandable information to the general public to maintain an open and transparent vegetation management program.

Best Management Practices

1. Regularly post and update the following information on roadside vegetation policy and management on the County webpage:
 - a. Provide forms and procedures to apply for Special Maintenance Zones.
 - b. Identify Special Maintenance Zone locations.

- c. Develop and post a list of chemicals commonly used by PWD.
 - d. Prior to spraying, provide timely information on spray areas, sprays used, and general spraying schedules.
- 2. Provide a mechanism for public questions, comments, and requests, and a process to appeal staff decisions on maintenance activities.
- 3. Annually review complaints, procedures, and other related issues to improve and update vegetation management procedures.
- 4. Share links to other agencies and group websites or contact information.

APPENDIX A: Definitions

ADAPTIVE MANAGEMENT: a process for continually improving management policies and practices, and learning from the outcomes of operational programs by experimentally comparing practices and evaluating alternative hypotheses about the system being managed.

BEST MANAGEMENT PRACTICE: a method or technique that has consistently shown results superior to those achieved by other means, is used as a benchmark, and may become better as improvements are discovered; i.e., today's best practice is a baseline for tomorrow's better practice.

BROADCAST SPRAYING: application of spray over a broad area, as opposed to a specific area or individual plants.

DIRECTED OR TARGETED SPRAYING: precise application of an herbicide to a specific area, specific plants, or parts of a plant.

ENDANGERED SPECIES: a species that is in danger of extinction within the foreseeable future throughout all or a significant portion of its range.

GIS: a geographic information system is a system designed to capture, store, manipulate, analyze, manage, and present all types of spatial or geographical data.

GROUP WITH SPECIAL EXPERTISE: a formally recognized non-profit (501c3) or governmental organization with an adopted mission to protect water quality, native species, and/or habitats; for example, the Yamhill Soil & Water Conservation District, Greater Yamhill Watershed Council, and the Native Plant Society of Oregon.

HABITAT CONSERVATION PLAN: the importance of preserving rare species was legally recognized in 1973 when the Endangered Species Act (ESA) was signed into federal law. The purpose of the ESA is not only to protect species that have been listed as threatened or endangered, but also to conserve the ecosystems upon which those species depend. In aiming to protect species in danger of becoming extinct, the ESA prohibits actions that have the potential to result in a "taking" of any listed species. The term "take" under the ESA refers to any attempt or action involving the harassment, harm, pursuit, hunting, shooting, wounding, killing, trapping, capturing, or collecting of any listed species. Under this definition, the alteration of habitat that results in injury to, or death of, any listed species by preventing essential behavior (such as breeding, feeding or sheltering) is considered unlawful "harm."

A **Habitat Conservation Plan** is a required part of an application for an Incidental Take Permit, a permit issued under the United States Endangered Species Act (ESA) to entities undertaking projects that might result in the destruction of an endangered or threatened species. It is a planning document that ensures that the anticipated take of a listed species will be minimized or mitigated by conserving the habitat upon which the species depend, thereby contributing to the recovery of the species as a whole. In the context of roadside vegetation management, it outlines

how State and Federally listed Threatened and Endangered plant species are managed along County right-of-way.

INTEGRATED VEGETATION MANAGEMENT (IVM): the practice of managing and promoting desirable, stable plant communities through the use of appropriate, environmentally sound, and cost-effective control methods.

- These methods may include a combination of chemical, biological, cultural, mechanical, and/or manual treatments.
 - **Biological:** using a natural predator to control a noxious weed or other unwanted vegetation.
 - **Chemical:** applying EPA-approved chemicals per product label.
 - **Cultural:** incorporating native or appropriate plant material to out-compete unwanted vegetation, using weed-free mulch, or modifying a land use practice.
 - **Mechanical:** using equipment, such as mowers, brushers, or chain saws.
 - **Manual:** weeding, brushing, hand removal.
- An IVM approach strives to manage vegetation and the environment by balancing benefits of control, cost, public health, environmental quality, and regulatory compliance.
- Adopting IVM on the right-of-way can reduce vegetation management costs; reduce utility customers' costs; improve native plant, animal, insect, and songbird habitat; and provide other ecological benefits (e.g., reduce runoff, control invasive species, create wildlife habitat).

INVASIVE PLANT: a plant that is not native to an ecosystem and, due to its fast growth and reproduction and lack of natural enemies, has the ability to spread aggressively, crowd out other plants, and create a single-species stand.

NATIVE PLANT: a plant that is indigenous to a region, ecosystem, or habitat; in Yamhill County, it is a plant that was indigenous to the Willamette River watershed prior to settlement by Euroamericans.

NON-SELECTIVE HERBICIDE: a chemical that kills all plants it comes in contact with.

NOXIOUS WEED: as defined by the Oregon Department of Agriculture (ODA), any plant designated by a Federal, State or County government as injurious to public health, agriculture, recreation, wildlife or property.

- "A" List – a plant of known economic importance that occurs in a county in small enough infestations to make eradication/containment possible; or is not yet known to occur, but its presence in neighboring areas makes future occurrence in a county seem imminent.
- "B" List – a plant of economic importance that is regionally abundant and needs to be controlled where found.
- "T" List – weed species selected annually by the Oregon State Weed Board (OSWB) from either the A or B list as top priority for prevention and control, and for which ODA must develop and implement a statewide management plan.

PLANT COMMUNITY: a group of plants growing together that interact with one another and with their physical environment. Community composition may vary over time and depends on a

variety of environmental factors, such as soil type, water, climate, topography, fire, and the presence of other living things.

PRE-EMERGENT (SOIL RESIDUAL) HERBICIDE: a chemical applied prior to the emergence of a plant from the soil, intended to prevent seeds from germinating. The effectiveness of soil residual herbicides may be temporary or relatively permanent.

PROBLEM PLANT: a plant that is considered undesirable within a certain context; it grows where it is not wanted (e.g., it blocks sight distance or grows into road travel lanes) or is invasive (i.e., is able to reproduce rapidly and spread into new areas of potential habitat) in Yamhill County.

RIGHT-OF-WAY: all County roads are located on land that is referred to as the road right-of-way, which extends on both sides of the traveled road surface to include shoulders, foreslope, ditches, and backslope. The width of the road right-of-way and the road surface itself can vary a great deal, and the general rule of thumb is that it is 40 feet wide, approximately 20 feet on both sides of the center of the road.

SELECTIVE HERBICIDE: an herbicide formulated to control specific weeds or weed categories; a material that is toxic to some plant species but less toxic to others.

SPECIAL MAINTENANCE AGREEMENT: a contract between a landowner or authorized agent and County Public Works Department establishing a Special Maintenance Zone in which the adjacent landowner or applicant assumes, or assigns responsibility for, the vegetation management and maintenance, including guidelines for management agreed upon by both parties.

SPECIAL MAINTENANCE ZONE: a section of County road right-of-way designated for other than routine maintenance activities.

- Landowners whose property adjoins the right-of way may submit an application, fee, and proof of insurance to have the right-of-way abutting their property excluded from any County maintenance activities, subject to a private maintenance agreement.
- Yamhill County may designate a Special Maintenance Zone that will be maintained by the County according to a special maintenance plan.

SPECIES OF CONCERN: an informal term used to refer to species that are in need of proactive protection, but for which insufficient information is available to list the species as threatened or endangered.

TARGET WEED: a weed that is new to Yamhill County or currently has limited distribution and is known to be highly invasive. Target weeds have a high priority for eradication or containment.

THREATENED SPECIES: any species that is likely to become an endangered species within the foreseeable future throughout all or a significant portion of its range.

APPENDIX B: Yamhill County Roadside Vegetation Management Technical Advisory Committee

The Yamhill County Board of Commissioners appointed the Yamhill County Roadside Vegetation Management Technical Advisory Committee (TAC) to update policies and Best Management Practices to guide and assist the Yamhill County Public Works Department (PWD) to manage roadside vegetation in a consistent, conscientious, and cost-effective manner. The TAC reports to the Yamhill County Road Improvement Technical Advisory Committee (RIAC). Upon completion of its charge, the TAC provides recommendations to RIAC, who then make recommendations to the Board of Commissioners. The TAC met monthly from February 2014 through November 2015 to develop this Management Plan and implementing procedures.

Committee Members

Michal Wert, Chair
Retired, planning consultant
Member, Road Improvement Advisory
Committee
Member, Native Plant Society of Oregon

Susan Aldrich-Markham
Retired, Oregon State University Field Crops
Extension Agent and Professor Emeritus
Member, Native Plant Society of Oregon

Dave Hanson
Naturalist/land owner, Gopher Valley area
Member, Native Plant Society of Oregon

Vern Holm
Coordinator, Western Invasives Network
Director, Oregon Vegetation Management
Association
Representative, Oregon Cooperative Weed
Management Association
Advisory Committee, Oregon Invasive
Species Council

Mark Huff
Ecologist/wildlife biologist, US National Park
Service
Owner, Stag Hollow Winery & Vineyard

Larry Ojua
Executive Director, Yamhill Soil & Water
Conservation District

Kareen Sturgeon
Professor Emerita, Biology Department,
Linfield College
Member, Native Plant Society of Oregon

Staff

John Phelan, Public Works Director
Steve Kindel, Vegetation Management Specialist
Stan Primozych, Board of Commissioners Liaison

APPENDIX C: References

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