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April 16, 2003

MEMORANDUM

TO: Council Members

FROM: Lynn Palensky

SUBJECT: Fifteen Mile Subbasin Planning Contract

Proposed Action

Staff recommends that the Council authorize the Executive Director to negotiate a contract for the development of the Fifteen Mile Subbasin Plan pursuant to the Council's Master Contract for subbasin planning with Bonneville. The Fifteen Mile workplan is approved by and submitted through the Oregon Subbasin Planning Coordination Group (OSPCG). The total projected cost of completing this work is not to exceed \$129,978.

Background

The Fifteen Mile Coordinating Group (FCG) has been designated by the OSPCG as the lead entity for the Fifteen Mile subbasin. Wasco County Soil and Water Conservation District will be the fiscal and contracting agent. The FCG is comprised of representatives from watershed councils, local, state and federal governments, and the Confederated Tribes of the Warm Springs. The FCG will oversee the development of a subbasin plan that includes the entire Fifteen Mile subbasin and small tributaries to the west, and east of Hood River. The final plan will be submitted to the Council for adoption into the Fish and Wildlife Program and to the Oregon Watershed Enhancement Board (OWEB) for consideration and adoption by OWEB under state statute. *The proposed workplan and budgets, which have been sent to you electronically, are also available on the Council's website at www.council.org/news/agenda.htm.*

Proposed Schedule and Budget

The final Fifteen Mile subbasin plan will be submitted to the Council by May 28, 2004. The funding for this contract will not exceed for \$129,978 for FY03/04.

Fifteenmile Coordinating Group
Fifteenmile Subbasin Plan Workplan

2000 Columbia River Basin Fish and Wildlife Program

Subbasin Planning
Request for Funding

April 2003

APPLICATION CERTIFICATION AND TRANSMITTAL

To: Northwest Power Planning Council
851 SW Sixth Avenue, Suite 1100
Portland, OR 97204
Attn: Contracts Officer

Through: Oregon Subbasin Planning Coordination Group

Contact Person: Jim Owens

From: Wasco County Soil and Water Conservation District
2325 River Rd., Suite 3
The Dalles, Oregon 97058
Contact Person: Ron Graves, District Manager

Request:

Through the Oregon Subbasin Planning Coordination Group identified above, the Wasco County SWCD, as lead entity for Fifteenmile subbasin planning, is requesting contract financial assistance from the Northwest Power Planning Council for the development of the subbasin plan described below and in accordance with such funding conditions as may be required by the Council and the Bonneville Power Administration. This application is prepared with full knowledge and understanding of the Council's practices and procedures.

Project Name: Fifteenmile Subbasin Plan
Subbasin: Fifteenmile
Province: Columbia Gorge

Certification:

I certify that to the best of my knowledge, the information provided in this application is true and correct and that the financial assistance requested will be utilized only for the purpose of carrying out the activities described in the attached statement of work.

Authorized Representative _____
Signature Date

Printed Name and Title: Ronald M. Graves, District Manager

APPLICANT/ORGANIZATION INFORMATION

Province name: Columbia Gorge

Subbasin name: Fifteenmile

Organization name: Wasco County SWCD,
as agent for the Fifteenmile Coordinating Group.

Type of Organization: local government

Address: 2325 River Rd., Suite 3

City/Town: The Dalles

State, Zip: Oregon 97058

Telephone #541-296-6178

Email address: wasco-swcd@or.nacdnet.org

FAX #541-296-7868

Describe organization purpose and legal status:

The Wasco County SWCD is a local government, a subdivision of the State of Oregon, organized under ORS 568. The district responsibilities include identifying and prioritizing natural resource conservation needs within the district, obtaining technical, financial, and educational resources, and focussing and coordinating those resources to meet local conservation needs.

Contract contact information:

Project Management Coordinator:

Name: Ronald M. Graves

Mailing address: 2325 River Rd., Suite 3

City/Town, State, Zip: The Dalles, Oregon 97058

Email address: ron-graves@or.nacdnet.org

Telephone #541-296-6178 x 114

Contract administration representative:

Same as Project Management Coordinator

SUMMARY DESCRIPTION OF PROJECT

Setting

The planning effort for this project includes the entire Fifteenmile Subbasin and a significant portion of the Columbia Gorge Subbasin, both within the Columbia Gorge Province. The part of Columbia Gorge Subbasin included in this effort takes in The Dalles Area watersheds and areas west to and including the Mosier watershed, all of which are Oregon tributaries to the Columbia River.

Overall Approach

Purpose. The Fifteenmile Coordinating Group (“FCG”) was organized to establish a locally led process for cooperating local stakeholders, private citizens, public organizations, local, tribal, state and federal governments to develop a comprehensive watershed restoration plan for the Fifteenmile subbasin in North Central Oregon. The plan will be submitted to the Northwest Power Planning Council for (“NWPPC”) adoption as a subbasin plan under the Council’s Fish and Wildlife Program following the subbasin planning guidance adopted by the NWPPC. The plan will also be submitted to the Oregon Watershed Enhancement Board (“OWEB”) for consideration and adoption by OWEB as the goals and priorities for watershed restoration in the Eastern Hood Basin under ORS 541.371(1)(c).

The overall purpose of the planning effort goes beyond the requirements of the NWPPC subbasin planning process. The FCG seeks to develop a watershed restoration plan that identifies and prioritizes actions needed to:

- Identify priority actions necessary to recover healthy stocks of native fish and wildlife in the subbasin.
- Protect and enhance streamflows to meet water quality standards, existing water rights, instream water rights, and fish and wildlife habitat objectives;
- Maintain the productive natural resource base in the Basin, consistent with existing land use plans, conservation plans, and the economic viability of the resource-based economy in the Basin;
- Promote sustainability and conservation consistent with the custom, culture and quality of life in the Basin.

The plan is intended to be consistent with and to assist in addressing the requirements of the following: Endangered Species Act (ESA) species recovery plans, the Federal Clean Water Act (CWA), the Oregon Plan for Salmon and Watersheds, Wy-Kan-Ush-Mi Wa-Kish-Wit (Spirit of the Salmon), tribal trust responsibilities and treaty rights, and local land use plans. Additional basin management tools include the Agriculture Water Quality Management Area Plan, ODFW basin plans, and other laws and regulations.

Applicable management documents for anadromous and resident salmonids on federal lands include PACFISH and INFISH (see www.fs.fed.us/rm/boise/teams/fisheries/pac_infish). The land management plan, known as "Pacfish," was produced by the United States Forest Service and the Bureau of Land Management. It establishes habitat conservation areas for salmon in and along rivers and streams, and sets goals and standards to protect salmon within that habitat.

FCG intends that the subbasin plan serve as a building block for ESA recovery plans to be developed by NOAA Fisheries for listed anadromous fish species. NOAA Fisheries Local Recovery Plan Guidelines provide a framework for what is needed for a subbasin plan to meet recovery plan needs.

Organization. The FCG includes representatives from basin organizations, watershed councils, cities, counties, irrigation districts, state agencies and federal land and resource management agencies. Local, state, and federal agencies are participants in an existing MOU for watershed activities in Fifteenmile Watershed. The Confederated Tribes of Warm Springs has participated in early discussions on this planning process and is expected to participate. The organizational structure of the FCG is explained in detail in Exhibit A. All meetings of the FCG will be open to the public and participation by others interested in the subbasin planning effort will be encouraged. (See chart P. 6.)

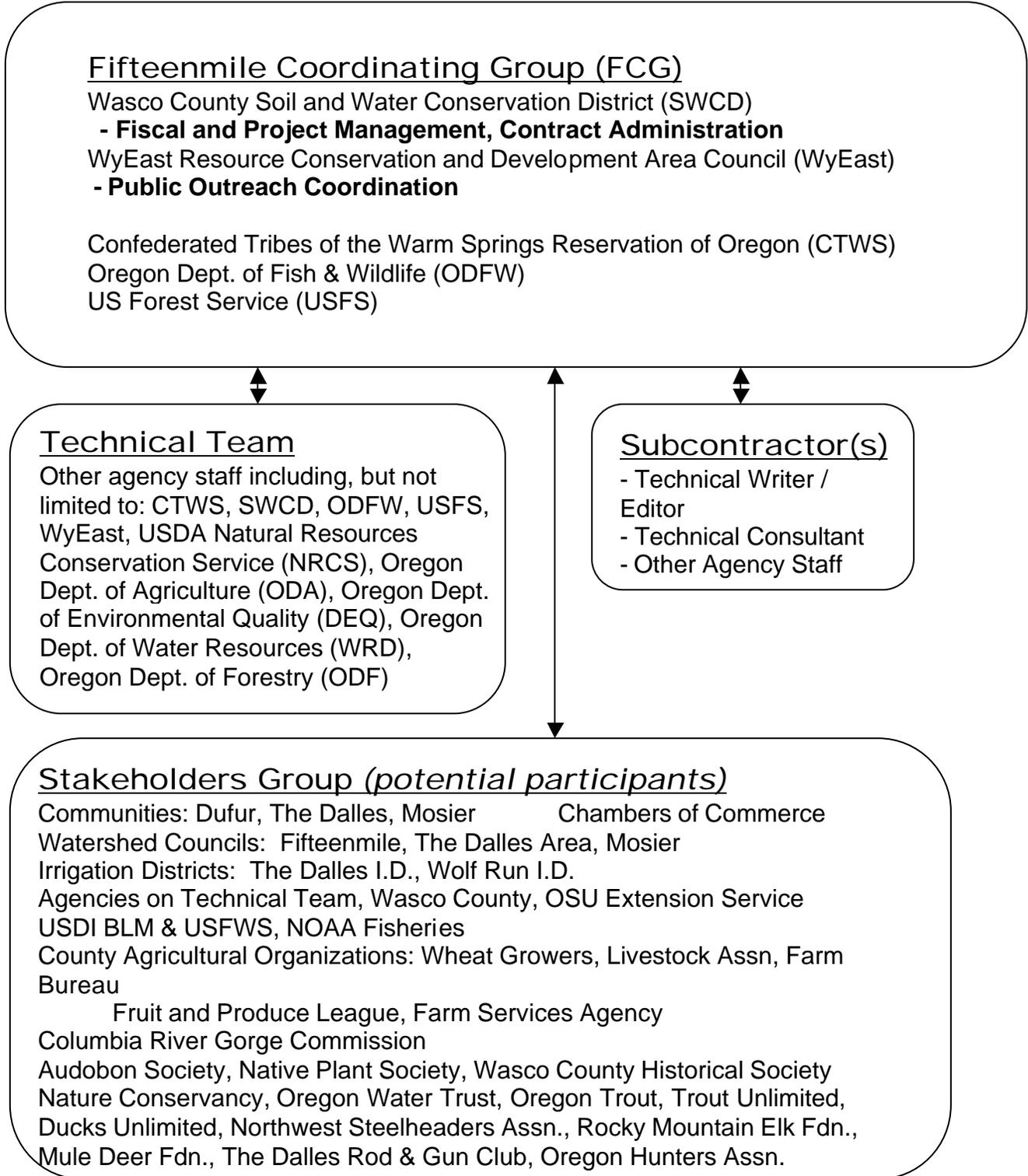
The WASCO SWCD will serve as fiscal agent for the FCG managing the contract with the NWPPC and contracting for other services, as required, to prepare the subbasin plan. The WASCO SWCD has the authority to contract with the NWPPC and has extensive experience administering grant programs and managing projects. The WASCO SWCD expects to contract with an experienced technical writer to work as principal author of the plan. The writer will work closely with the technical teams and the FCG to compile, edit and write various sections of the draft assessment, inventory, management plan and subbasin plan.

The WASCO SWCD expects to contract with Wy'East Resource Conservation & Development ("Wy'East") to assist with outreach and communication work, including meetings of the FCG. Wy'East's experience and capabilities are described on its website, www.wyeastrcd.org. FCG meetings are expected to be held monthly through the start up phase of the planning process, and as needed during later phases of the process.

Coordination. The organizational structure of the FCG assures coordination with all of the groups actively working on watershed restoration in the Fifteenmile sub-basin. The participants are committed to building on all of the watershed assessment and planning work that has already been done. The individuals serving on the FCG will assure that their organizations receive regular updates on the planning process so that as many people as possible track developments as they occur. They will take the lead in reviewing the subbasin assessment for accuracy, developing the vision and biological objectives and prioritizing action strategies.

Technical Assistance. The FCG will establish technical teams as needed to complete the various products required in the subbasin plan. It is anticipated that the WASCO SWCD will contract with the Oregon Department of Fish and Wildlife and the Confederated Tribes of Warm Springs for assistance on: (1) fish and wildlife matters; and (2) preparation of the EDT analysis. The U.S. Forest Service and the Bureau of Land Management will provide assistance on their land and resource management plans and watershed assessments, hydrology and fish and wildlife biology. Assistance on resource inventories on private lands will be provided by the Natural Resource Conservation Service. Cities and counties will provide information on land use and zoning and on municipal water supply needs.

EXHIBIT A



Related Planning Efforts

Extensive watershed analysis and planning has already been done in the Fifteenmile Basin. These existing assessments and plans will be used to prepare the assessment, particularly the Fifteenmile Subbasin Summary prepared by the Oregon Department of Fish and Wildlife for the NWPPC in 1999 and more recent watershed assessment for Fifteenmile, The Dalles Area watersheds, and Mosier Watershed prepared by Wasco County Soil and Water Conservation District. Other key documents the Soil and Water Conservation District Fifteenmile Geographic Priority Area, and Hazard Mitigation Plans for Fifteenmile and Mill Creeks, federal land management agency land and resource management plans (including the data in the Interior Columbia Basin Ecosystem Management Project), irrigation district water conservation plans, ODFW fish management plans and local zoning regulations and land use plans.

As noted in the overall approach section, the FCG seeks to coordinate this planning process with several other on-going planning efforts. Specifically, the Oregon Department of Environmental Quality is scheduled to prepare total maximum daily load allocations for rivers and streams in much of the Basin. They are scheduled for completion between now and 2007. See www.deq.state.or.us/wq/303list/TMDLs. The Oregon Department of Agriculture assisted by a Local Advisory Committee has prepared agricultural water quality management area plans. The plan for the Lower Deschutes including the Fifteenmile subbasin was adopted in 2000 and just completed a biennial review. The subbasin plan should integrate the Total Maximum Daily Load (“TMDL”) implementation plans and the area water quality management plans.

The FCG also seeks to have the subbasin plan serve as the foundation for the recovery plans now being developed by the NOAA Fisheries for listed species of anadromous fish in the subbasin.

Timeframe and Schedule

Members of the FCG have recently organized for subbasin planning. Some representatives of the group have also attended meetings with NWPPC staff and the Oregon Subbasin Planning Coordination Group. Based upon contract award on or before April 15, 2003, the timeline and deliverables are as follows:

June 2003	Complete subbasin assessment, including species characterization and status, environmental conditions, ecological relationships, and limiting factors.
August 2003	Complete inventory of existing activities.
November 2003	Complete draft vision and biological objectives.
April 2004	Complete draft management plan.
May 28, 2004	Submit draft management plan to NWPPC.

Public Participation and Involvement

Broad participation in the subbasin planning process can be assured through the formation and meetings of the FCG. An extensive stakeholder listing has been developed to aid in the outreach and public participation effort. Wy'East RC&D is working with other participants to develop a comprehensive outreach plan. The goal is to assure that all of those interested in watershed restoration know about the planning process and have an opportunity to participate and comment.

Public notice will be given for all FCG meetings, we will use the Council website (with links from other websites) for the subbasin planning effort, meetings will be scheduled to brief local elected officials and special public meetings/hearings will be held at key stages of the planning process to obtain public input and comments. A more detailed description of the planned public involvement activities is included in the statement of work and budget.

Involvement of the Federal land management agencies, predominantly the USDA Forest Service is critical for ensuring a successful planning effort since a significant amount of the land in the Basin is federally owned and managed. Participation includes providing technical support and data as well as providing information to insure subbasin plan compatibility with the land use management plans for the basin. This collaboration will avoid duplication of planning efforts as well as promote integration and coordination in project planning.

STATEMENT OF WORK

The FCG will prepare the subbasin plan using the NWPPC Technical Guide for Subbasin Planners and Oregon Specific Guidance. The basic approach will be for the writer to prepare chapters of the plan for review by the FCG. Materials provided by the Oregon Subbasin Coordinating Group will be integrated into appropriate chapters. If the FCG concludes that additional technical work is needed in order to prepare particular chapters, a technical team appropriate to the issue will be formed and additional technical assistance will be obtained. The assessment will be based on existing data and plans. The FCG is committed to focusing its efforts on development of the management plan and strategies. Public outreach and involvement will be built in at every stage of the planning process.

Startup

The planning process has already begun in the Fifteenmile Subbasin through the development of watershed assessments and discussion meetings among key participants to identify an agreeable approach to the planning process. The process will proceed upon signing of a contract with the NWPPC. At startup the Project Manager will set up detailed project management tracking and accounting systems.

The WASCO SWCD will contract with Wy'East RC&D for outreach and coordination services and identify a writer/planner to take the lead in drafting the plan. The WASCO SWCD will develop appropriate project management systems to track and manage the planning process and associated contracts.

The FCG will announce the beginning of the planning process and solicit participation from other qualified entities in the FCG. The Outreach Coordinator will meet with others who may be interested in the planning process and discuss how they can participate. The Outreach Coordinator will also meet with key public officials and editorial boards throughout the Basin to make them aware of the planning process and solicit their issues and concerns. We will use the Council website with links from other websites during the planning process and we will publicize the Council website during the startup period.

Assessment

Subbasin Overview. The writer/planner will work with the FCG to identify and gather the existing plans, watershed assessments and reports on the Subbasin. Working with these documents and the Subbasin Summary, the writer will prepare the subbasin description for review by the FCG. The overview will describe the geography, land ownership, biological and environmental situation in the Basin. Information needed on how the Fifteenmile Basin fits into the overall regional context will be provided by the

Technical Outreach Assistance and Support Team (“TOAST”) and included in the overview.

Species Characterization and Status. Wasco County SWCD will work with the Forest Service Fish Biologist and ODFW District Biologist to identify the focal species based upon ESA status, state sensitive species lists, cultural importance and other factors. The list will be reviewed by a technical review team from federal land management agencies and others, before review by the FCG. Based upon the list of focal species, the writer will work with ODFW and CTWS to delineate and characterize each species and the conditions needed to assure their long-term sustainability in the Basin. This work will utilize input from the TOAST to assure consistency. NOAA Fisheries and/or the NWPPC will provide needed information on out-of-subbasin effects and assumptions for each focal species. The US Fish and Wildlife Service will be contacted to obtain information on focal species as well.

Environmental Conditions. The writer will develop the description of existing conditions based upon the Subbasin Summary and existing plans and watershed assessments. This description will be reviewed by the FCG to assure that it accurately provides a benchmark of the present situation. The TOAST will provide database structures, data input, retrieval tools and standard report templates to use in the plan. The TOAST will also provide coarse screen Ecosystem Diagnosis and Treatment (EDT) data sets and Interactive Biodiversity Information System (IBIS) data. Tribal, ODFW, and Forest Service biologists will work with TOAST to complete the EDT analysis.

Ecological Relationships. A workshop will be held with TOAST and a technical team from ODFW, CTWS, USFS and other state and federal agencies and technical experts to analyze the key interspecies relationship and the key functional relationships, processes and functions of the focal species. The writer will then work with the TOAST, ODFW, USFS, and CTWS to prepare a written assessment of habitat population interactions for the focal species. This section will then be reviewed by the full FCG. The project will rely on TOAST for educational and technical support for EDT documentation.

Limiting Factors and Conditions. Based upon the analysis of environmental conditions and analysis of ecological relationships, the Technical Team participating in the workshop will identify the limiting factors and conditions that inhibit the ecological processes needed for sustainable populations of the focal species. The description and discussion of limiting factors and conditions will be reviewed by the FCG and documented, including data sources. The analysis of limiting factors and conditions would be integrated with work on the ecological relationships.

Interpretation and Synthesis. All of the information and analysis above will be used to develop alternatives for the management plan. Key assumptions will be stated and the key factors that impede optimal ecological function and biological performance for the focal species will be identified. Near term opportunities will be identified based upon areas that are high priorities for protection, needed reference sites and high priority

areas for restoration. Prudent interim strategies and actions will be described and prioritized. The Technical Team will do the work with assistance from the TOAST.

All Assessment associated work should be complete by June 2003.

Inventory Existing Activities

While the assessment is being done, the WASCO SWCD will work with the FCG to prepare the inventory of existing activities. Current management strategies and restoration projects that are complete or on-going will be briefly summarized. The focus of the inventory will be on identifying areas that are protected or will be protected and identifying the gaps between these areas and additional needed actions. All FCG members and other organizations that may be involved in restoration work will be interviewed or surveyed.

The Inventory should be complete by August 2003.

Management Plan

Vision. The vision will be developed and written by the FCG as a whole. It will describe the desired future condition of the Basin.

Biological Objectives. The biological objectives will be based on the vision statement. They will explain how the limiting factors will be addressed and describe and quantify the resulting changes in biological performance of the focal species. The biological objectives will be developed by the Technical Team with support from ODFW, CTWS, USFS, and the TOAST.

Both the Vision and the Biological Objectives will be complete by November 2003.

Strategies. The strategies are the heart of the plan. The initial proposed strategies will be developed by the Technical Team and they will be reviewed and approved by the full FCG. Through the public participation process and the FCG, strategies will be prioritized and implementation sequence will be determined. The strategies will be directly linked to achieving the biological objectives. A data gap strategy will be included to assure that any data gaps identified in the planning process are filled.

Consistency with ESA and Clean Water Act Requirements. The WASCO SWCD will work with the US Fish and Wildlife Service and NOAA Fisheries to evaluate consistency with ESA requirements and with DEQ to determine consistency with Clean Water Act requirements. The plan will explain how the objectives and strategies are integrated with recovery goals for listed species and TMDL implementation plans.

Research, Monitoring and Evaluation. Research needs will be identified to assure that the critical assumptions in the analysis are addressed and data gaps filled. Additional monitoring and research studies needed for improved decision making will be

identified. This portion of the plan will be developed by the Technical Team in coordination with the Oregon Plan Monitoring Team, but will be reviewed by the FCG to assure that it meets decision making needs and priorities. The TOAST will assist with preparation of the monitoring and evaluation component.

The draft management plan will be completed in time to allow adequate time for public review and response to comments before the plan is submitted to the NWPPC. We anticipate the draft Plan will be complete by April 2004, with a final Plan submitted to the Council by May 28, 2004. After submission to the Council, potential revision to the final Plan may occur based upon review by the Independent Scientific Review Panel (ISRP) and the Council.

Budget

Please see attached spreadsheet.

Assumptions:

1. The FCG will meet monthly.
2. The Project Manager will submit monthly written progress and financial reports to the Oregon Coordinating Group and BPA. The Project Manager will coordinate with the Oregon Coordinating Group and the TOAST liaison throughout the process and coordinate with all subcontractors on all deliverables. The Project Manager will also convene technical teams, as needed.
3. Substantial reliance will be placed on TOAST for assistance with EDT analysis.
4. In-kind support is expected to add considerable value to this planning effort. In-kind support is estimated at \$46,160.

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Personal services

Task	Position title	Rate	Hours	Total	
Assessment	Project Manager 1	28.62	80.00	2,290	
	Outreach/Coordinator Contract 2	25.00	312.00	7,800	
	Technical Support Contract(s) 3	35.00	480.00	16,800	
	Technical Writer / Editor 4	27.00	180.00	4,860	
	GIS Technician 1	20.00	40.00	800	
	Clerical Support 1	20.00	32.00	640	
		34%			
Inventory	Project Manager 1	28.62	80.00	2,290	
	Outreach/Coordinator Contract 2	25.00	180.00	4,500	
	Technical Support Contract(s) 3	35.00	180.00	6,300	
	Technical Writer / Editor 4	27.00	180.00	4,860	
	GIS Technician 1	20.00	40.00	800	
	Clerical Support 1	20.00	32.00	640	
		20%			
Management plan	Project Manager 1	28.62	190.00	5,438	
	Outreach/Coordinator Contract 2	25.00	400.00	10,000	
	Technical Support Contract(s) 3	35.00	480.00	16,800	
	Technical Writer / Editor 4	27.00	360.00	9,720	
	GIS Technician 1	20.00	64.00	1,280	
	Clerical Support 1	20.00	40.00	800	
		46%			
		Note 1: existing staff			
		Note 2: Contract with WyEast RC&D Council			
		Note 3: Biol/tech Support contracts with ODFW, USFS, CTWSRO to be negotiated			
	Note 4: SWCD will determine: use existing personnel or contract				

Task	Describe other payroll costs	Total
Assessment	Health Ins, FICA, Medicare, SUTA, PERS, Workers Comp	2,576.88
Inventory	Health Ins, FICA, Medicare, SUTA, PERS, Workers Comp	2,576.88
Management plan	Health Ins, FICA, Medicare, SUTA, PERS, Workers Comp	5,171.34
	Note: Applies only to Note 1 items and Note 4	

Travel

Expense	Days/nights	Rate	Total
Per diem (days)	5	24.00	120
Lodging (nights)	5	55.00	275

Air travel	From/to	Rate	# of trips	Total
Type reason here				-

Car travel	From/to	Rate/mi	# of miles	Total
Attend meetings	TD to PD 5x	0.365	900.00	329
Local area field work	local area	0.365	2,400.00	876

Services and supplies

	Unit cost	Quantity	Total
Advertising (\$ per ad x # of ads)	60.00	6.00	360
Meeting expenses (room rate x # of mtgs)	150.00	6.00	900
Postage (\$ per month x months)	100.00	12.00	1,200
Printing/copying (\$ per copy x copies)	5.00	1,000.00	5,000
Supplies (\$ per month x months)	125.00	12.00	1,500
Cell phone (\$ per month x months)	55.00	12.00	660

Subtotal	118,162
+ BPA approved indirect	10%
Total	\$ 129,978

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