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September 16, 2003

MEMORANDUM

TO: Council Members

FROM: Lynn Palensky

SUBJECT: Crab Creek Subbasin Planning Contract

Proposed Action

Staff recommends that the Council authorize the Executive Director to negotiate a contract with the Washington Department of Fish and Wildlife (WDFW) for the development of the Crab Creek Subbasin Plan pursuant to the Council's Master Contract for subbasin planning with Bonneville. The total projected cost of completing this work is not to exceed \$53,375.

Background

The WDFW has been designated by the Washington Level II group as the lead entity and fiscal agent for the subbasin. The Crab Creek subbasin has few anadromous fish and no significant resident fish populations. For those reasons, the focus of the plan will be primarily on wildlife issues. The planning/technical team will use the subbasin summary as a basis for the subbasin plan. The summary will be updated and expanded to incorporate the wildlife assessment, inventory information and a management plan. The Lincoln County Conservation District will take the lead on public outreach and involvement.

Proposed Schedule and Budget

The final Crab Creek Subbasin Plan will be submitted to the Council by May 28, 2004. The funding for this contract will not exceed for \$53,375 for FY03/04.

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WASHINGTON DEPARTMENT OF FISH AND WILDLIFE
STATEMENT OF WORK
Crab Creek Subbasin
Contract Number: SSWW18

I. Background

The Northwest Power Act directs the Northwest Planning Council (Council) to develop a program to protect, mitigate, and enhance the fish and wildlife of the Columbia River Basin and to make annual funding recommendations to the Bonneville Power Administration for projects that enhance, mitigate, and protect fish and wildlife populations adversely affected by the operation and maintenance of the Columbia River hydropower system. Subbasin planning is meant to document subbasin conditions, evaluate and define strategies that will drive the implementation of the Council's Fish and Wildlife Program at the subbasin level. The final subbasin plan will be submitted to the Council for adoption into its 2000 Fish and Wildlife Program. The Council will use the procedures and criteria required by the Northwest Power Act in evaluating a proposed plan. The plan will also be evaluated for consistency with the Clean Water Act, the Endangered Species Act, and federal treaty and trust responsibilities with the basin Native American Tribes.

II. Crab Creek Subbasin

The Crab Creek Subbasin is located in central Washington in portions of Douglas, Lincoln, Adams, Grant, and Spokane counties, within the Columbia Plateau Province. The headwaters begin approximately 30 km west of Spokane and flows through scab rock channels southwest for approximately 225 km. Crab Creek can be broken into three reaches: (1) Upper Crab Creek—from its Reardon, Washington downstream to Brook (Stratford) Lake; (2) Middle Crab Creek—from Brook Lake to, and including, Potholes Reservoir; (3) Lower Crab Creek—from below Potholes Reservoir to the Columbia River five miles south of the Wanapum Dam.

Upper Crab Creek was historically, and remains to present-day, a disappearing stream---reaches of permanent flow interspersed with miles of dry creek beds, or at best, isolated, stagnant pools during most of the year. Middle Crab Creek is the most heavily populated reach within the Crab Creek subbasin, with Moses Lake as the main human population center. Lower Crab Creek is the only reach supporting anadromous fish. Fall chinook and steelhead have been found upstream as far as, and into, Red Rock Creek. Chinook in significant numbers spawn near the mouth of Crab Creek and at the headwaters of Red Rock Creek. It is presumed that steelhead also spawn in Red Rock Creek.

Species of fish inhabiting the Crab Creek Subbasin include: pacific lamprey, white sturgeon, lake whitefish, mountain whitefish, brown trout, Lahontan cutthroat trout, rainbow trout, steelhead, brook trout, lake trout, chinook salmon, sockeye salmon, kokanee, tiger muskellunge, common carp, grass carp, goldfish, tench, redbreast shiner, longnose dace, N. pikeminnow, tui chub, peamouth, leopard dace, speckled dace, largescale sucker, bridgelip sucker, channel catfish, brown bullhead, burbot, three-spine stickleback, sandroller, largemouth bass, smallmouth bass, black crappie, white crappie, bluegill, pumpkinseed, walleye, yellow perch, torrent sculpin, prickly sculpin, mottled sculpin. Listed wildlife

species in the Crab Creek include: Merriam's screw, Washington ground squirrel, Pygmy rabbit, Townsend's big ear bat, common loon, American white pelican, bald eagle, Ferruginous hawk, Northern goshawk, Peregrine falcon, sharp-tailed grouse, sage grouse, sandhill crane, upland sandpiper, yellow billed cuckoo, burrowing owl, Lewis' woodpecker, olive-sided flycatcher, will flycatcher, sage thrasher, loggerhead shrike, sage sparrow, sagebrush lizard, striped wipsnake, ringneck snake, Columbia spotted frog, Northern leopard frog, Western toad, yuma skipper, and the silver-bordered bog fritillary.

III. Organization

A. Lead Entity

The lead entity and fiscal agent is the Washington State Department of Fish and Wildlife (WDFW). The Subbasin Coordinator is Patrick Verhey of WDFW. Patrick's responsibility is to provide leadership throughout the process, to serve as a contact point, and to coordinate between the contractors, Planning/Technical Team and stakeholders.

B. Subcontractors

WDFW will subcontract for facilitation of Planning/Technical team meetings, and writing/editing the plan. The subcontractor will submit summary reports after key meetings and public involvement milestones and will assist with the analysis and synthesis of all public input. The subcontractor will work closely with the Planning/Technical team and the working group and will compile, edit, and write (as appropriate) various sections of all draft and final versions of the assessment, inventory, management plan, and subbasin plan. The subcontractor will post the final subbasin plan on the Council's website.

C. Planning / Technical Team

WDFW will organize a Planning/Technical Team. This group will be composed of representatives from government agencies and watershed planning units with jurisdictional authority in the subbasin. The subcontractor will facilitate the group to develop the vision, the biological objectives, and prioritization of subbasin strategies. Planning/Technical Team meetings will be held on an as needed basis, but no less than once a month.

D. Working Group

The coordinator and the subbasin planning contractor will organize a Working Group representing key interests and, or geographical areas to focus on and further discuss key concepts identified through the general public outreach efforts. The Working Group will assist in further defining the critical issues, recommending guiding principles, and identifying and analyzing alternative solutions. The Working Group will meet early in the process to help identify issues and strategies and continue to meet to remain informed and contribute to management issues. All Working Group meetings will be open to the public.

E. Public Involvement

The Lincoln County Conservation (LCCD) district will conduct the public involvement through the 2514 watershed planning process. As a product of the 2514 process, data will be available for fish and habitat, including instream flow to assist in subbasin planning. Networking with constituents and public outreach will be major contributions of the LCCD. The Upper Crab Creek Watershed Planning unit will also be invited to participate.

F. Federal and State Participation

The United States Department of the Interior Bureau of Land Management, The United States Department of Fish and Wildlife, WDFW, Washington State Department of Ecology, and the Federal Bureau of Reclamation will participate in this planning effort. WDFW will request that each agency provide technical support and data as review plan components to ensure consistency with federal management plans. These agencies are large landowners and or have jurisdiction within the Crab Creek Subbasin.

IV. **Tasks and Deliverables**

Because of limited funding provided for this subbasin plan, WDFW will rely heavily on the subbasin summary for the assessment and inventory components of the plan. However, all three components of the subbasin plan (assessment, inventory and management plans) will follow the guidance of the Technical Guide for Subbasin Planners (Council Document 2001-02). WDFW will dedicate staff and hire a subcontractor to complete this work. WDFW will also assist with the assembly of the Technical Team and Working Group in order to facilitate the development of the products including interpretation and synthesis of data.

The work includes five components for plan development: (1) Public Involvement, (2) Writing/Editing – the compilation of information produced in items 1, 2, and 3 and the writing and editing of the plan. (3) Assessment – the analysis of scientific data by the technical team; (4) Inventory; and (5) Management Plan – the development of goals, objectives and strategies by the planning team.

A. Public involvement

LCCD will facilitate and ensure public involvement in at least two public meetings. One meeting will be held in the Upper Crab Creek area and the other will be located in the Middle Crab Creek area. The results of all meetings will be summarized. The primary public involvement includes:

- Informal meetings targeting the public at large or specific public gatherings
- Mailers will offer opportunities to those who want to be informed and cannot attend meetings
- To the extent possible, the Council's Internet site will be used to keep the public informed and to gather public input. The sub-contractor/writer will be responsible for posting the final Crab Creek Subbasin Plan on the Council's Internet site.

B. Writing and editing

WDFW will hire and manage a writer/editor to compile information, as it is prepared throughout the process in order to write and edit versions of the draft subbasin plan. A preliminary draft of the subbasin plan will be developed for review after the assessment is completed and the vision, goals, objectives, and strategies are identified. A public Review Draft will be prepared after the planning/technical team have reviewed and commented on the plan. The writer/editor will track comments and integrate them into the subbasin plan where appropriate. The appendix, assessment data, maps, and supporting documentation will be incorporated into the final plan.

V. Assessment: Analysis of Scientific data

WDFW will form and facilitate the Planning/Technical Team. The Team will use the information from the Crab Creek Subbasin Summary and incorporate terrestrial wildlife data provided by the Council, including out-of-basin effects. The Planning/Technical Team's focus will be on synthesizing available information and filling in data gaps. The Planning/Technical Team will hold two to three meetings to compile information, identify data gaps, and make assignments. WDFW will work with the Team on the following subtasks:

Sub-tasks: review and synthesize historical and existing conditions using known data, studies, and plans

- Crab Creek Subbasin Summary
- Lower Crab Creek and Upper Crab-Wilson planning effort
- WDFW reports and databases for Crab Creek Subbasin

Sub-task: Identify data gaps and attempt to augment or suggest a process to fill in the gaps

Sub-task: Submit draft assessment to Planning/Technical Team

Sub-task: Incorporate public input and recommendations.

VI. Inventory of Existing Programs and Activities

The writer/editor will work with the Planning/Technical Team to update the subbasin summary by identifying all programs, projects, and locally developed regulations and ordinances that provide wildlife and habitat protections. Compiling this information will help demonstrate: 1) current management directions, 2) existing and imminent protections, and 3) current strategies implemented through specific projects. This review should help to identify gaps between actions taken and needed action. Gap analysis should provide context to the needs within the subbasin, the types of projects underway and the relationship between activities. The inventory review in concert with the technical assessment should help identify the value and effectiveness of current activities.

Sub-task: Summarize and review all present and past programs and activities in the Crab Creek Subbasin.

- WDFW programs and activities
- Conservation Districts activities
- Private Landowner activities

Sub-task: Summarize local regulations and ordinances affecting habitat

Sub-task: Identify gaps between needed actions and accomplishments

Sub-task: Incorporate public input and recommendations

VII. Management Plan: Development of goals, objectives and strategies by the Planning/Technical team

WDFW will oversee the development of the management plan components. The writer/editor will work with the Team to develop the vision; goals; biological objectives; strategies; research, and monitoring and evaluation plan. They will also write a section on consistency with Clean Water Act requirements.

The Team will work closely with the Working Group and communicate information between all groups.

Team members will have a period of time to review the objectives and strategies and will reconvene to finish their work. The facilitator will manage these meetings and provide opportunity for public input.

The writer/editor will prepare the results.

Sub-tasks: Develop plan components

- Vision for the subbasin
- Biological objectives for the subbasin
- Strategies to be used to address biological objectives
- Consistency with Clean Water Act Requirements
- Research, Monitoring and Evaluation
- Appendices: Supporting documentation

Sub-task: Post Draft Management Plan on Council's Internet site

Sub-task: Review of Draft Management Plan by

- Working Groups
- Planning/Technical Team
- Public

Sub-task: Incorporate comments into final Subbasin Plan

Sub-task: Submit final Crab Creek Subbasin Plan to the Council and post on the Council's Internet Site (May 28, 2004)

VIII. Schedule

The schedule assumes this contract is signed in early September 2003 and that the final Crab Creek Plan will be submitted to the Council by May 28, 2004.

CRAB CREEK SUBBASIN PLANNING BUDGET				FTE	HOURLY RATE	EST.# HOURS	TOTAL
1. PERSONAL SERVICES							
Assessment, Inventory, and Management Plan							
WDFW Co-coordinator					\$55.00	200	\$11,000.00
Lincoln County Conservation Dist. Public Outreach					\$35.00	60	\$2,100.00
Outreach I & E					\$20.00	25	\$500.00
News Releases					\$35 per release	8	\$280.00
meeting room rental						3 \$100	\$300.00
Consultants: (Writer/Editor/Facilitator)					\$60.00	467	\$28,020.00
SUBTOTAL							
2. Printing of Subbasin Plan							
Printing and Copying of Final Plan					5000 pages	at \$0.10	\$500.00
SUBTOTAL							\$42,700.00
INDIRECT							25%
TOTAL							\$53,375.00

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