NORTHWEST POWER PLANNING COUNCIL

851 S.W. SIXTH AVENUE, SUITE 1100
PORTLAND, OREGON 97204-1348

Fax: 503-820-2370
Phone: 503-222-5161 1-800-452-5161
Internet: www.nwcouncil.org

January 10, 2003

MEMORANDUM

TO: **Council Members**

FROM: **Lynn Palensky and Brian Allee**

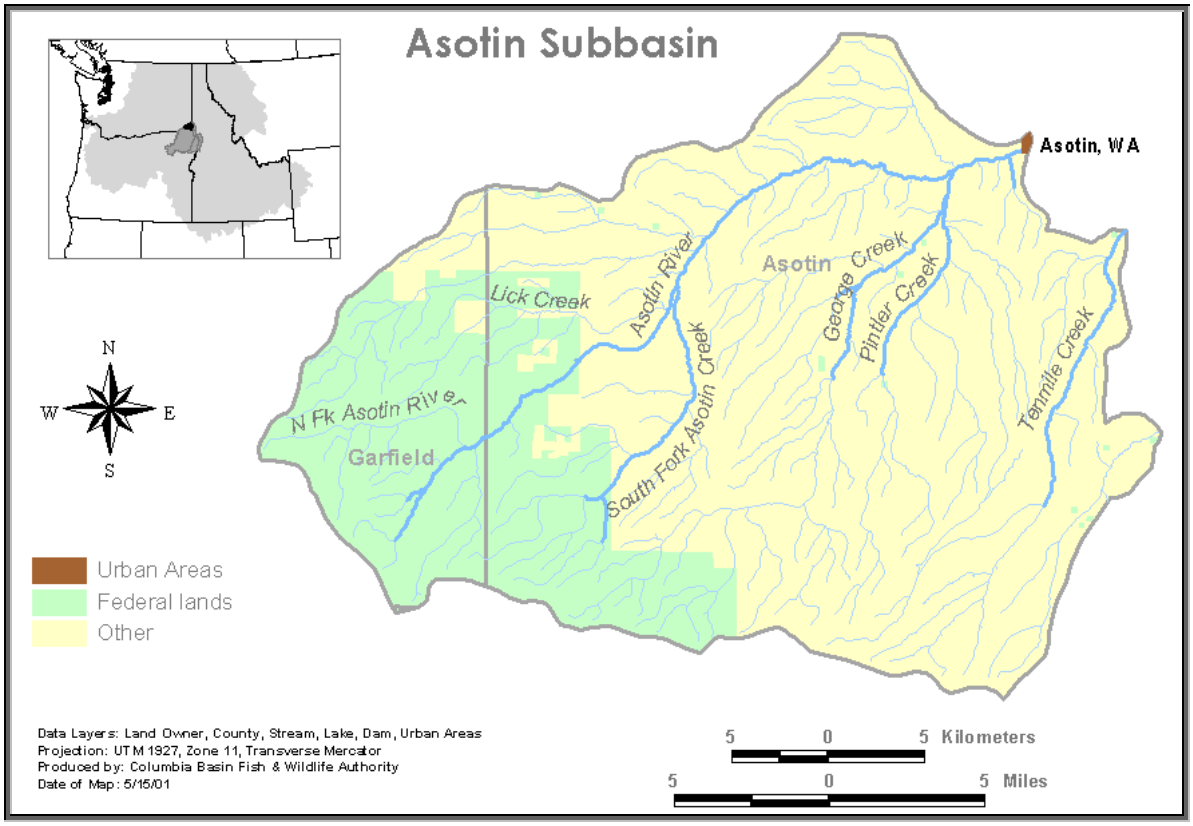
SUBJECT: **Asotin Creek Subbasin Planning**

Proposed Action
Staff recommends that the Council authorize the Executive Director to negotiate a contract with the Asotin County Conversation District (ACCD) at a cost not to exceed $106,638, to complete the Asotin Subbasin Plan in the Blue Mountain Province located within the Lower Snake region of Washington.

Background
The Snake River Salmon Recovery Board (SRSRB) is the Level II group in Washington and has regional jurisdiction in all or part of the Asotin, Lower Snake, Tucannon, and the Walla Walla subbasins. The SRSRB has designated individual lead entities as fiscal agents, and co-leads for all four subbasins. The Asotin County Conservation District (ACCD) will be the lead entity and contracting agent, while the Nez Perce Tribe will be the Co-lead along with the ACCD for the Asotin subbasin. The approach taken for the planning in this region is at the individual subbasin scale while the approach for completing the technical components will occur at the recovery region (Level II) scale as described in the Snake River Technical Work Plan. Some of the funding originally allocated to this subbasin for Level I planning was shifted to augment the Level II technical budget. *The proposed workplan and budget are available on the Council's website at www.council.org/news/agenda.htm. and have been sent to Council Members electronically.*

Schedule and Budget
The Asotin Creek subbasin plan will be submitted to the Council by May 2004. The SRSRB has approved the funding allocation for the Asotin Creek subbasin plan development. The budget described in the Asotin Creek workplan will not exceed $106,638 for FY03/04.

Asotin Creek
Subbasin Planning Work Plan and Budget
submitted by the
Asotin County Conservation District
January 2003



APPLICATION CERTIFICATION AND TRANSMITTAL

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

From: Lead Entity Organization
Asotin County Conservation District (Lead Entity and Fiscal Agent)
720 Sixth St., Ste B
Clarkston, WA 99403
Contact Person: Bradley J. Johnson
Phone #: (509) 758-8012

Request:

The Snake River Salmon Recovery Board is the Level II coordination group in the Lower Snake Region of Washington. The Snake River Salmon Recovery Board identified the Asotin County Conservation District (ACCD) as the Lead Entity and contracting Agent for the Asotin Creek Subbasin. The ACCD is requesting contract funding 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. This application is prepared with full knowledge and understanding of the Council's practices and procedures described in the request for funding materials provided.

Project Name:

Subbasin Asotin Creek Subbasin
Province Blue Mountains

Certification:

I certify that to the best of my knowledge, the information provided in this application is true and correct and that the funding 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: Bradley J. Johnson – District Manager

APPLICANT/ORGANIZATION PROPOSAL

Province name Blue Mountains Subbasin name Asotin Creek Subbasin

Organization Asotin County Conservation District (ACCD)
(i.e. city, county, tribe, water district, etc.)

Address 720 Sixth Street, Suite B

City/Town Clarkston

State, Zip Washington, 99403

Telephone # (509) 758-8012 Email address brad-johnson@wa.nacdnet.org

FAX # (509) 758-7533

Describe organization purpose, legal status and contract administration capability:
Asotin County Conservation District (ACCD) Mission Statement: "To advocate, educate and assist people in responsible land management and agricultural practices that conserve and improve air, soil and water quality and fish and wildlife habitat for present and future generations."
Political Sub-Division of the State of Washington, Tax ID # 91-0805554. We have held contracts with Bonneville Power Administration, Washington State Conservation Commission, Interagency Committee for Outdoor Recreation and Washington Department of Fish and Wildlife.

Contract contact information:

Project management coordinator:

Name Bradley J. Johnson Mailing address same as above

City/Town, State, Zip same as above

Email address same as above Telephone # same as above

Contract administration representative:

Name Megan Browne Mailing address same as above

City/Town, State, Zip same as above Email address megan-browne@wa.nacdnet.org

Telephone # same as above

Snake River Salmon Recovery Board
Recommendations for Subbasin Planning in the Lower Snake River Region

1. Subbasin Planning Funding (Level I) for the Lower Snake River Subbasins

Shown below are the Snake River Salmon Recovery Board (Board) recommendations from the October 30th Meeting. The Asotin Subbasin Plan budget is highlighted. The subbasin planning lead entities agreed to shift some of the planning budget to the technical budget for each of Lower Snake subbasins. The table below shows the amount shifted from planning to technical. The proposed planning budget column shows the amount for this workplan. The technical work will come under separate contracts.

Subbasin	Original Planning Budget	Proposed Planning Budget	*Amount shifted from planning to technical*	Proposed Tech Budget	Total Budget
Asotin	$152,666	$106,638 (this work plan)	*$46,028*	$78,362	$185,000
Tucannon	$152,666	$100,388	*$52,278*	$84,612	$185,000
Walla Walla	$152,666	$109,138	*$43,528*	$75,862	$185,000
Snake Lower	$100,000	$73,334	*$26,666*	$59,000	$132,334
TOTAL	$557,998	$389,498	*$168,500*	$297,836	$687,334

October 30th, meeting participants and recommendation for Subbasin and Technical Funding for the Lower Snake River Region in Washington.

Participants who helped develop the individual Subbasin Planning and Technical Budgets:

Name	Organization	Email
Bradley J. Johnson	Asotin County Conservation District	brad-johnson@wa.nacdnet.org
Megan Browne	Asotin County Conservation District	megan-browne@wa.nacdnet.org
Del Groat	US Forest Service – Pomeroy Ranger District	dgroat@fs.fed.us
Duane Bartels	Pomeroy Conservation District	duanebar@pomeroy.wa.co
Terry Bruegman	Columbia Conservation District	terry-bruegaman@wa.nacdnet.org
Mark Wachtel	Washington Department of Fish and Wildlife	wachtmlw@dfw.wa.gov
John Andrews	Washington Department of Fish and Wildlife	andrejga@dfw.wa.gov
Cathy LaRoque	Walla Walla County	claroque@co.walla-walla.wa.us
Jim Scott	Washington Department of Fish and Wildlife	scottjbs@dfw.wa.gov
Emmit E. Taylor Jr.	Nez Perce Tribe Fisheries	emmitt@nezperce.org
Steve Martin	Snake River Salmon Recovery Board	compost@gohighspeed.com

2. Statewide Technical Funding (Level II) for the Lower Snake River Budget

The Snake River Subbasin Planning Participants (listed above) recommend to the Northwest Power Planning Council that the original Regional Technical budget of $129,336 be added to the Subbasin Contributions of $168,500 and be allocated to the entities described in the following table:

The $297,836 Regional Technical Budget shall be allocated as shown:

The two areas highlighted are the subbasin contribution and the Councils Technical Budget with the Planning Participants recommendations for each subbasin. These budgets are explained in the Technical Scope of Work.

Subbasin	WDFW/Mobrand[1]		CTUIR		NPT		USFS[2]	Subbasin Contribution	Technical Budget	Total
	Fish	Wildlife	Fish	Wildlife	Fish	Wildlife				
Asotin	**$47,112**	$12,000	$0	$0	$15,000	$3,000	$1,250	$46,028	$32,334	$78,362
Tucannon	**$47,112**	$12,000	$10,000	$1,500	$10,000	$1,500	$2,500	$52,278	$32,334	$84,612
Snake	**$38,000**	$12,000	$0	$0	$6,000	$3,000	$0	$26,666	$32,334	$59,000
Walla Walla	**$47,112**	$12,000	$12,500	$3,000	$0	$0	$1,250	$43,528	$32,334	$75,862
Subtotal	$179,336[3]	$48,000[4]	$22,500	$4,500	$31,000	$7,500				
Total	$227,336		$27,000		$38,500		$5,000	$168,500	$129,336	$297,836

[1]WDFW will subcontract to Mobrand $113,496 for running EDT in six streams and associated tributaries (Ten Mile, Almota, Deadman, Asotin, Tucannon and Walla Walla), while the wildlife component will be completed by WDFW working with the co-managers to conduct the inventory, assessment and develop a draft terrestrial and fish management plan. WDFW may run the EDT modeling if Mobrand is unable to perform this task due to workload.

[2]USFS shall provide technical assistance and data for three subbasins, Asotin, Tucannon and Walla Walla.

[3]l The distribution shall be $65,840 to WDFW and $113,496 to Mobrand on subcontract to WDFW providing Mobrand runs the EDT modeling.

[4]This budget amount was requested of the four regional boards by WDFW to fund 0.7 FTE in each region of the State.

SUMMARY DESCRIPTION OF PROJECT

Project Overview

The Asotin Creek Subbasin Plan will contain the strategies that drive the implementation of the Council's Fish and Wildlife Program at the subbasin level. The subbasins plans will be developed in an open, public process that will include the participation of a wide range of state, federal, and tribal governments; local managers; landowners; local governments; and other citizen stakeholders. The lead entity and fiscal agent identified for the Asotin is the Asotin County Conservation District (ACCD) and will work with the Nez Perce Tribe (NPT) as Co-Lead. The Planning Team is composed of representatives from the lead agency, local landowners and city, county and state governments, although it will expand in the early stages of the planning process. The Planning Team will form a group of technical experts to work on the assessment piece of the plan. The Technical Team will have the biological, physical, and management expertise to refine, validate and analyze data that will inform the planners in developing the plan. This plan will be based on current scientific understanding of the subbasin and explicitly identify the underlying data, assumptions and rules.

Importantly, the Council expects that subbasin plans will be developed locally, and in collaboration with fish and wildlife managers, local governments, interest groups, and stakeholders and other state and federal land and water resources managers. This means public involvement is a fundamental part of the process; this is where having the ACCD and NPT Lead Entities will ensure that local parties are an important part of the planning process.

In May of 2001, the Planning Team that will be working on the Asotin Creek Subbasin Plan completed the Subbasin Summary. As a starting point for developing the subbasin plan, we will use the subbasin summary.

We will be posting document updates and subbasin news on the Council's website that will serve two purposes: (1) facilitate public involvement in the planning process, and (2) serve as the official repository of the most up to date or adopted version of the plan, and associated information that may be updated and expanded if this process continues in the future.

Overall approach, including infrastructure, coordination with other entities and technical assistance that will be utilized in the plan development process.

The ACCD has the infrastructure in place to help facilitate, coordinate and administer the Asotin Creek Subbasin Plan. Bradley J. Johnson was the Subbasin Team Leader for the Draft Asotin Creek Subbasin Summary.

The Nez Perce Tribe Fisheries Watershed Program (NPTFWP) also has the infrastructure in place to help facilitate, coordinate and administer the Asotin Creek Subbasin Plan. Emmit E. Taylor Jr. will be Co-Lead with the ACCD and he brings his experience working with BPA Projects in the Clearwater System of Idaho to the State of Washington.

The ACCD has been the primary entity working with BPA, Salmon Recovery Funding Board (SRFB), Washington State Conservation Commission (WCC), and Department of Ecology (DOE) Funds for habitat protection and restoration projects in the Asotin Creek Subbasin. The overall approach of the ACCD has been to include local citizen and landowners and get voluntary participation on sensitive habitat restoration projects. Coupled with the trust ACCD has gained with

not only the private sector, but also the local technical agencies we envision a very cohesive Technical and Planning Team (previously in the Model Watershed Planning process there was a Technical Advisory and Landowner Steering Committees who have worked together to complete the *Asotin Creek Model Watershed Plan* in 1995). In the past year the ACCD has worked with both Washington Department of Fish and Wildlife and the Nez Perce Tribe. We believe that co-manager participation is key and needed to get the general public to understand the roles and responsibilities of each agency and what is appropriate protocol for subbasin planning.

Other ongoing complimentary planning efforts that will be considered for integration in the final plan.

Asotin Creek Model Watershed Plan, Asotin *Creek Subbasin Summary,* WRIA #35 Watershed Planning (2514), Snake River Salmon Recovery Plan (SRFB/IAC), and NOAA Fisheries Technical Review Team (TRT) Process, and Limiting Factors for WRIA #35.

The subbasin, including geographical characteristics, species, habitat, reservoir implications, tributaries, etc.

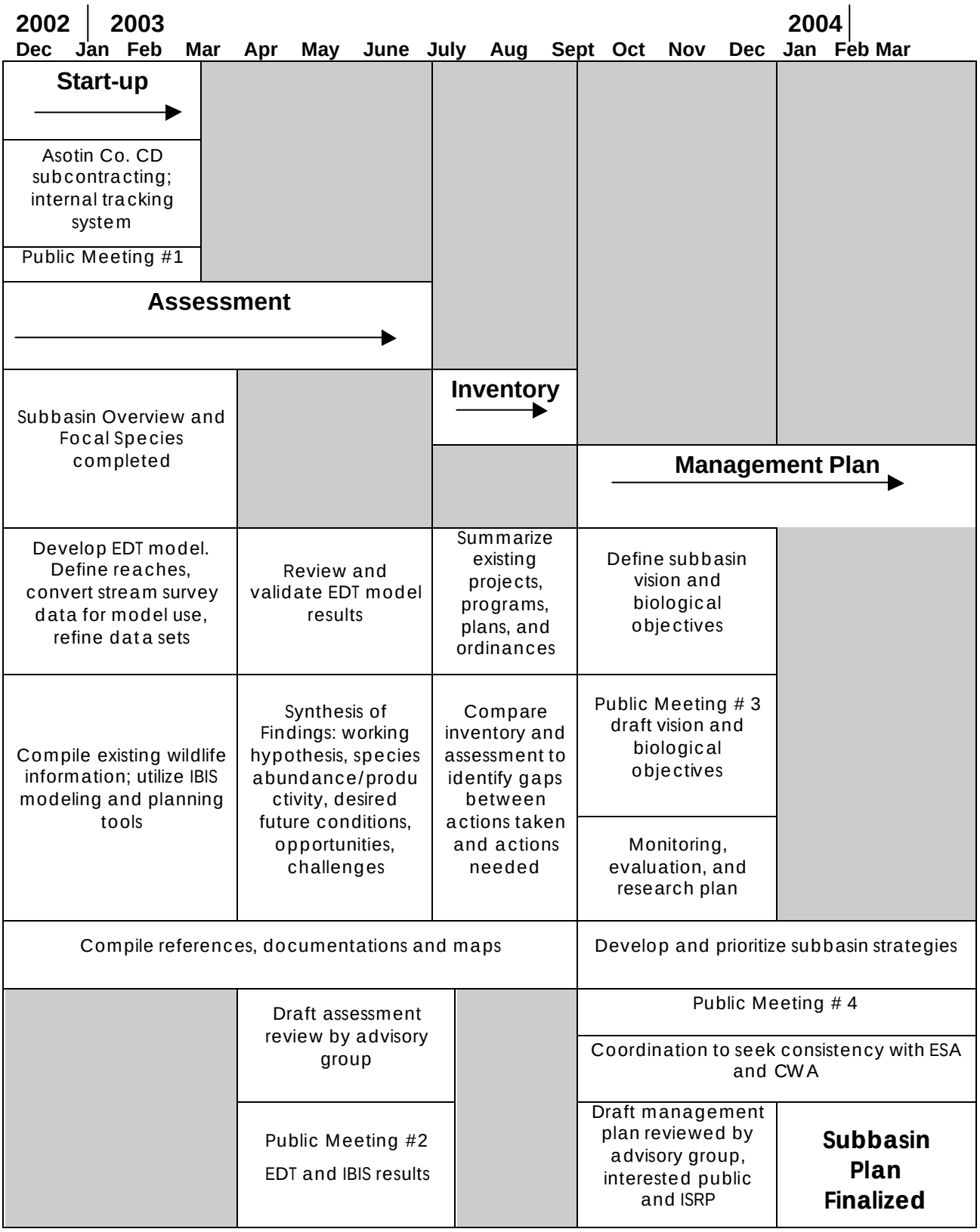
Asotin Creek, a tributary to the Snake River (Rm 145) drains approximately 325 square miles of Asotin and Garfield Counties. Headwaters originate in Blue Mountains (6,200 ft) and flow east into the Snake River (800 ft) at Asotin, WA in WRIA 35, which is the highest priority in southeastern WA according to WDFW's At-Risk Stock Significance Map.

The Subbasin contains dryland and irrigated cropland, rangeland and forests. The Umatilla National Forest, Washington Department of Fish and Wildlife (WDFW) and Department of Natural Resource lands cover most of the headwaters, which is approximately 15% of watershed. The watershed is largely rural, comprised of farming (30%), ranching (30%), and timber enterprises (40%). Asotin, a small town, is located at the mouth of the creek and concentrated rural development extends upstream about three miles.

Asotin Creek remains an important Snake River tributary for anadromous salmonid production in Washington and has been given the distinction of a reserve for wild steelhead under current WDFW management policy (Glen Mendel, WDFW Fisheries Biologist, personal communication).

ESA listed stocks of summer steelhead, spring chinook salmon, and bull trout along with resident rainbow trout utilize the Asotin Creek watershed. Historical records indicate that Asotin Creek once harbored strong runs (> 800 adults) of summer steelhead and moderate runs (> 100 adults) of spring chinook salmon. However, recent surveys indicate few adult chinook salmon spawn in Asotin Creek and spawner escapement for steelhead has declined to about 200 (ACMWP, 1995). A 1993 Forest Service survey documented the presence of bull trout in the middle branch of the North Fork of Asotin Creek and the lower 1.5 miles of the South Fork of the North Fork of Asotin Creek, and in Charley Creek. The WDFW's Salmon and Steelhead Stock Inventory (SASSI 1992) indicates their presence only in the North and South Forks of Asotin Creek.

Asotin Creek Subbasin Project Schedule



Timeline for Subbasin Planning with Leads and Coordinating Agencies

Task	Description	Lead	Coordinating Agencies	Schedule
Public Involvement	Provide for public involvement in the development of the subbasin plan by: **1.** Providing the public with information regarding threatened species and reasons for their decline and conditions limiting their recovery; **2.** Soliciting public input on factors to be considered in developing recovery strategies, actions and priorities; and Soliciting and responding to public input on proposed strategies and priorities and implementation measures.	ACCD / NPT		Dec 2002
Life History and Stock Assessment	Life history description, review and update of escapement and run size data, identification of population units, and evaluation of stock status and extinction risk for each ESA species. This information will be used to set recovery goals, establish priorities, and define a baseline of monitoring recovery progress.	WDFW	NPT, USFS, NMFS, USFWS	Jan 2003
Inventory - Factors for Decline/ Conditions Limiting Recovery	Includes both a regional and watershed-specific discussion of limiting factors (abundance and conditions) limiting recovery of each species. The regional overview provides a discussion of conditions and factors affecting fish throughout their range and life cycle. The watershed discussion focuses on conditions or factors occurring within a specific watershed. The following factors and conditions will be discussed: **1.** Habitat (includes an examination of habitat needs, historic watershed and habitat conditions and the impacts natural and human processes); **2.** Ecological interactions (includes competition and predation effects of wild and hatchery salmonids, other fish, birds, marine mammals, etc.) **3.** Harvest **4.** Hydro projects **5.** Artificial Production	Writers	WDFW (lead), NPT, USFS, NMFS, USFWS WDFW (lead), NPT, WCC, WDOE WDFW for freshwater; NMFS for estuary/marine	Jan 2003
Regional Objectives, Strategies, Actions and Priorities	Contains region-wide objectives, strategies, actions, and priorities to achieve recovery goals through the mitigation or correction of factors for decline and conditions limiting recovery.	Writers	WDFW / NPT USFS	Oct 2003
Watershed Objectives, Strategies, Actions, and Priorities	Watershed specific objectives, strategies, actions, and priorities to achieve recovery goals through the mitigation or correction of factors for decline and conditions limiting recovery.	Writers	WDFW / NPT USFS	Oct 2003
Management Plan	This subbasin management plan element will: **1.** Summarize how the regional and watershed objectives, strategies, actions, and priorities will contribute to achieving recovery goals; **2.** Identify specific implementation responsibilities for federal, state, and local governments. **3.** Provide implementation schedules and funding strategies; **4.** Provide monitoring, evaluation, and adaptive management processes.	Writers	WDFW / NPT USFS	Oct 2003

Asotin Creek Subbasin Plan
Statement of Work

Subbasin Overview

The Asotin Creek Subbasin is within the 4,000 square mile planning area encompassing the Snake River Salmon Recovery Region, with the exceptions of the Grande Ronde, Palouse, and the Snake Hells Canyon basins, which were omitted at the request of Technical Agencies from the Snake. It includes the Washington portion of the lower Snake mainstem and 12 major tributaries and a number of lessor tributary basins. The Asotin Creek Subbasin Summary included two small tributaries to the Snake River, Tenmile and Couse Creeks and they will be a part of the Asotin Creek Subbasin Plan.

Purpose

The purpose of the subbasin planning process is to conduct a thorough scientific assessment, define a vision and goals for fish, wildlife, and habitat in the Asotin Creek Subbasin (figure 1), define objectives that measure progress toward those goals, and establish strategies to meet the objectives identified. The purpose of this statement of work is to outline a plan of action to guide the development of the Asotin Creek Subbasin plan.

Overall Project Schedule

The planning process is expected to conclude in May 2004. The final subbasin plan will be posted at the completion of the process on the Council's web site (see tables above for the schedules).

Project Goals

- By sometime in the winter of 2003 we will have initiated our public process and posted the Asotin Creek Subbasin Planning to the Councils Website.
- Ten months from the start date we will have completed the public review of the draft plan.
- Approximately fourteen months from the start date we will have completed the final version of the Asotin Creek Subbasin Plan and posted it on the Councils web site.

Organization

Lead Entities

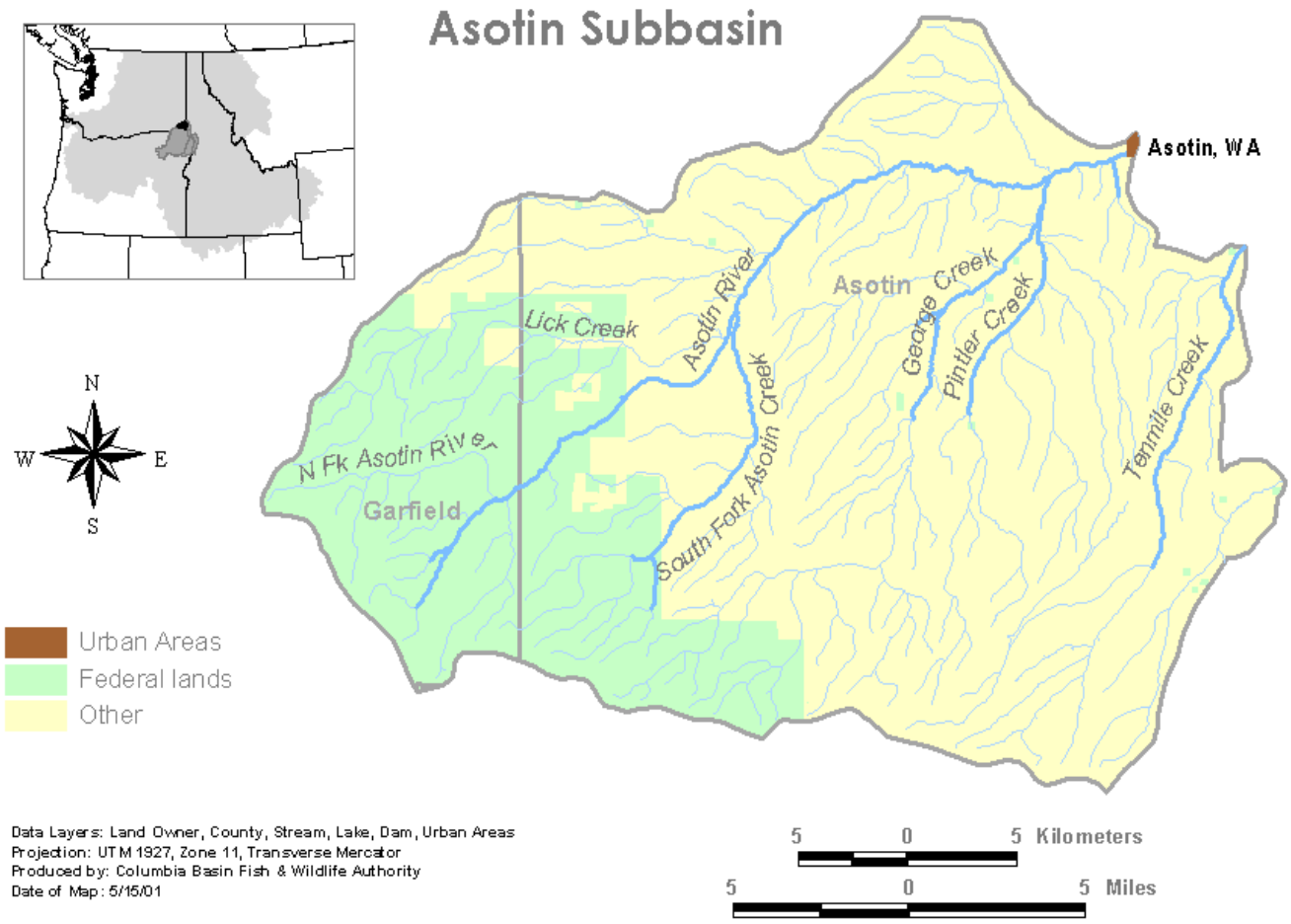
The lead entity, the Asotin County Conservation District (ACCD) will initiate the process and ensure that it is open and inclusive and that there is proper outreach to subbasin stakeholders. The Council will contract with the ACCD. The Co-Lead Entity is the Nez Perce Tribe Fisheries Watershed Program (NPTFWP). They will help initiate process and ensure proper outreach to subbasin stakeholders, specifically tribal public involvement.

Subbasin Lead and Co-Lead

The Subbasin Lead is Bradley J. Johnson of the ACCD. His responsibility is to provide

leadership throughout the process, to serve as a contact point, and to coordinate communication between various players. Emmit E. Taylor Jr. is Co-Lead bringing tribal leadership and serving as co-Lead helping communicate between various players.

Figure 1



Subcontractors

The ACCD will subcontract with a firm to facilitate, write and edit (see Note 1 under Budget). It is the expectation of the lead entities that the firm will facilitate and assist with the coordination of Technical and Advisory Team meetings. The firm will submit summary reports after key meetings and public involvement milestones and will assist with all public input. The firm will work closely with the Technical and Advisory Teams compiling, editing, writing and assessing (as appropriate) various sections of all draft and final versions of the subbasin plan. The ACCD will contract with NRCS for technical assistance and a firm for a data repository for previous projects and monitoring information.

Planning Team

A Planning Team will be organized by the Lead Entities. This group will be composed of representatives from government agencies with jurisdictional authority in the subbasin and quasi-governmental groups. Their primary responsibility will be to coordinate the process, but they will also take the lead in developing the vision, the biological objectives, and prioritization of subbasin strategies. Planning Team meetings will be held on an as needed basis, but no less than once a month.

Technical Work Group

The Technical Team will be comprised of scientific experts as well as key members of the Planning Team. Their primary responsibility will be to analyze scientific data as part of the subbasin assessment, and so they will have the biological, physical, and management expertise to refine, validate, and analyze data that will inform the planners as they develop the management plan. The Technical Team will meet several times as part of Component 2 (see Strategies Section) and again near the end of the process to review the draft of the plan.

Advisory Working Group

A Working Group representing key interests and/or geographical areas will be organized as to focus on and further discuss key concepts identified through the general public involvement efforts. The Working Group will assist in further defining the critical issues, recommending guiding principles, and identifying and analyzing alternative solutions. Initially, the Working Group will meet early in the process to help identify issues and strategies. They may reconvene near the end of the process, in mid-January, to review the draft of the plan.

Other groups will also play a role in the planning process. These include but are not limited to:

Commissions and Boards

County commissions and citizen boards can offer tremendous insight and knowledge about the community and the complex issues facing the subbasin. Presentations will be made to boards and commissions by representatives of the Planning Committee.

The Washington State Departments of Fish and Wildlife and Natural Resources

These state agencies have an interest in subbasin planning. As with the Tribes and the federal agencies, their participation will be key. WDFW is a co-manager and has most of the technical information that will make up the management section of the plan.

The Nez Perce Tribal Council

The NPT Council governs the interest of ceded subbasin lands. The Tribal Council will be kept informed on the process and plan development. Presentations will be made by representatives of the Lead Entities on a regular basis.

Snake River Salmon Recovery Board (Board)

The Board has been instrumental in developing a Regional Recovery Plan. The fisheries portion of the Plan will be coordinated regionally and inserted into the Snake River Salmon Recovery Plan. Presentations will be made by representatives of the Lead Agencies on a regular basis.

WRIA #35 Watershed Planning Unit

The Public Utility District #1 of Asotin County has been instrumental in developing a Watershed Plan for WRIA #35. The fisheries portion of the Asotin Creek Subbasin Plan will be instrumental in development of the WRIA 35 Watershed Plan.

Federal Land Management Agencies

It is recognized that the involvement of the Federal land management agencies, predominantly the USDA Forest Service and the USDI Bureau of Land Management is critical for ensuring a successful planning effort. In many basins these agencies have the responsibility for managing a majority of the acres in the basin. 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.

NOAA Fisheries Technical Review Team (TRT)

NOAA is in the preliminary phase of developing a process that will describe salmon recovery goals from a numerical perspective for various subbasins. In other words, subbasins will have salmon productions goals that collectively will "ensure" adult returns that are sustainable and harvestable, and that will lead to the delisting of the ESA species. We will work with the TRT to ensure that the Asotin Subbasin Plan is following their guidelines.

Work plan components

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

Table 1: Subbasin Plan General Table of Contents (adapted from Council 2001)	
Chapter Title	**Description**
I. Introduction	▪ Introduction to the plan and subbasin overview ▪
II. Subbasin Assessment	▪ Overview, Focal Species, Key Habitats, Environmental Conditions, Hydrosystem Operations, Ecological Relationships, Limiting Factors, Synthesis
III. Inventory of Existing Activities	▪ Summary of existing projects and programs
IV. Management Plan	▪ Development of subbasin vision & biological objectives ▪ Development and prioritization of subbasin strategies/Integration of Lower Snake River Compensation Plan ▪ Operations Plan ▪ Research, Monitoring, and Evaluation plan Endangered Species and Clean Water Act considerations
V. Technical	▪ Appendix Assessment data, references, maps, supporting documentation ▪

More detailed information on the proposed strategies employed for each of the components follows:

Asotin Creek Subbasin Plan – Organizational Chart

Subbasin Lead and Contract Administrator

Bradley J. Johnson, District Manager, Asotin County Conservation District
Megan Browne, Office Assistant, Asotin County Conservation District

Subbasin Planning Team Members

Emmit E. Taylor Jr., Nez Perce Tribe Watershed Program – **Co-Lead**
Paul Kraynak, Nez Perce Tribe Watershed Program
Steve Martin, Snake River Salmon Recovery Board, Project Manager
Glen Mendel, Washington Department of Fish & Wildlife, Fish Management
Mark Schuck, Washington Department of Fish & Wildlife
Joe Bumgarrner, Washington Department of Fish & Wildlife
Mark Wachtel, Washington Department of Fish & Wildlife
Del Groat, U.S. Forest Service, Pomeroy Ranger District
Jim Schroeder, Natural Resource Conservation Service
Courtney Smith, Natural Resource Conservation Service
Barry Southerland, Natural Resource Conservation Service
Larry Cooke, Natural Resource Conservation Service
Mark Schuller, Natural Resource Conservation Service
Chad Atkins, Washington Department of Ecology
Chad Fisher, Washington Department of Ecology
Dorie Welch, Bonneville Power Administration, Project Manager
Tara Galuska, Salmon Recovery Funding Board, IAC Project Manager
Mike Kuttel Jr., Washington State Conservation Commission

Subbasin Planning Technical Team

Washington Department of Fish & Wildlife
Nez Perce Tribe
U.S. Forest Service, Pomeroy Ranger District
Natural Resource Conservation Service
Washington Department of Ecology
Bonneville Po wer Administration, Project Manager

Subbasin Planning Advisory Committee

Asotin Creek Model Watershed Landowner Steering Committee
Asotin County Conservation District
Asotin County Cattleman
Asotin County Wheat Growers
City of Asotin
City of Clarkston
Asotin Public Utility District
Asotin County Commissioners
Port of Clarkston
Environmental Groups

Component 1. Public Involvement

The ACCD and NPT will facilitate and ensure broad-based public involvement component and will summarize the outcomes of all meetings. The primary public involvement tools will include;

- Presentations and Open Houses—informal meetings targeting the public at large or specific public gatherings (i.e., organizations, service clubs, etc.)—will enable individuals to hear and see information, talk to planning and technical team members one-on-one, ask questions, and provide input into the planning process.
- Mailers will offer opportunities to those who want to be informed and stay involved through the mail rather than meetings.

The basic assumptions that will be employed for the public involvement component include the following:

- Meetings will be documented, and people will be kept informed throughout the process.
- Public Advertisement: News releases will be submitted to selected media.
- Letter of Invitation: Letters will be written and transmitted to local officials and individuals who have shown an interest or attended previous meetings.
- Meeting Preparation: A strategy session with the Planning Team will be held to reach consensus on the meeting format, agenda, and handout materials before the public event. Subsequently, agendas, and handout materials will be prepared.

Component 2. Assessment: Analysis of scientific data

Task: **ASSESSMENT** of historical and existing conditions.

Sub-tasks:

a) Overview of assessment
b) Unique considerations (e.g. extirpation of anadromous salmonids, specific mitigation and substitution decisions and factors, etc.)
c) Key focal species (including substitution species)
d) Key habitats
e) Environmental conditions
f) Hydrosystem operations
g) Ecological relationships
h) Limiting factors
i) Synthesis

- Utilize Asotin Creek Subbasin Summary
- Utilize WRIA #35 Limiting Factors Analysis for Asotin, Tenmile & Couse
- Summarize Asotin Creek Model Watershed
- Summarize Nez Perce Tribe Historical Information for Asotin, Tenmile & Couse
- Summarize WDFW reports for Asotin, Tenmile & Couse
- Summarize US Forest Service reports for Asotin
- WDFW Compiling and preparing habitat & salmonid data for EDT analysis and Streamnet.
- Summary of WDFW distribution of fish and wildlife species and habitat types.
- Summary of WDFW available biological information by species including: population specific life histories, adult escapement data, juvenile density/distribution data and wildlife density distribution.
- Summary of WDFW available habitat information including: water temperature, stream flow and fish use by habitat type.
- Summary of WDFW assessment of current and potential biological performance, estimation of viability of species and population characteristics (to be provided in part from EDT analysis).
- Meetings with facilitator/writer to clarify the summaries of above and provide technical review of specific written section.

- Meetings with Technical Team to compile information identify gaps in data (gap analysis) and coordinate with other agencies/entities.

Table 2: Content of Subbasin Assessment (from the NWPPC's Technical Guide)	
Assessment Section	**Content**
A. Background and Introduction	▪ Purpose of the assessment
B. Subbasin description	▪ Province/ESU context ▪ Basin-scale (HUC-2) context or EDT ▪ Subbasin characteristics
C. Habitat condition and trends; historic habitat types and current	▪ Distribution of species and habitat types ▪ Geologic characteristics ▪ Hydrologic characteristics ▪ Water quality ▪ Riparian condition ▪ Wetlands ▪ Land ownership and land use ▪ Biological information by species
D. Synthesis and interpretation	▪ Coarse-scale association of habitats ▪ Characteristics and population attributes of species ▪ Estimation of viability of species ▪ Assessment of current and potential biological performance

The strategy for Component 2 would be similar to that used for the subbasin summary, except that the team would fully utilize the information already compiled for the summary and incorporate data and analysis provided by the Council, including out-of-basin effects. The Technical Team's focus would be on synthesizing available information, filling data gaps, and providing the technical link with USFWS endangered species recovery planning. The Technical Team would hold two to three meetings during which information would be compiled, gaps identified, and assignments made. Team members would work to fill the gaps and complete the interpretation and synthesis for the assessment. The firm will help with the compilation of information, the follow-up on assignments, the synthesis, analysis and the summarization.

Component 3. Inventory: Survey of Existing Programs and Activities

Task: **INVENTORY** of existing projects and past accomplishments.

Sub-tasks:

a) Summary of existing projects and programs

- BPA existing and past projects on Asotin Creek
- SRFB existing and past projects on Asotin Creek
- Existing and past projects on Asotin, Tenmile & Couse Creeks (WCC funding)
- WDFW existing and projects on Asotin, Tenmile and Couse Creeks
- US Forest Service existing and past projects on Asotin Creek
- USDA existing and past projects on Asotin, Tenmile and Couse Creeks
- WDFW Compilation and summary of fish and wildlife protection, restoration and artificial propagation activities and programs within the subbasin that occurred over the last 5 years or are about to be implemented. This includes written (not ready for publication) summaries, meetings with writer/facilitator to update Subbasin Summary and technical review of specific section.

Component 4. Management Plan: Development of goals, objectives and strategies by the planning team

The outcome of this component will be the Management Plan, and the strategy would be similar to that of Component 2 except that the focus will be on developing the vision; goals; objectives; strategies;

research, monitoring, and evaluation; and Endangered Species Act and Clean Water Act requirements. The Team will work closely with the Working Group and Technical Team and will ensure there is a good flow of information between all groups. Once the Technical Team's work has been completed, the Planning Team will hold three meetings to develop the management plan utilizing the assessment and the products of the Working Group. Team members will have a period of time to review the objectives and strategies and will then reconvene to finalize their work. The facilitator will manage these meetings and ensure that public input is incorporated. The writer/editor will prepare the results.

Task: **MANAGEMENT PLAN** addressing policy, legal & ecological considerations. (10-15 years)

Sub-tasks:

a) Subbasin vision
b) Subbasin biological objectives
c) Subbasin cultural and socio-economic objectives
d) Subbasin strategies and priorities
e) Research, Monitoring, and Evaluation plan
f) Endangered Species and Clean Water Act considerations
g) Integration with other planning processes (e.g. in Washington, HB 2514 and HB 2496, TRT and WDFW recovery planning)

Component 5. Writing/Editing: Compilation of information and writing and editing of the plan

Once the assessment is completed and the vision, goals, objectives, and strategies are decided, the writer/editor will prepare a Preliminary Review Draft of the Subbasin Plan for review by Planning and Technical Team members. After their comments have been received, a Public Review Draft will be prepared. A public comment period will be announced, and meetings will be held. At the end of that period, the final Subbasin Plan will be prepared and submitted to Council and ISRP for their review.

Critical Path, Tasks, and Deliverables: Specific planning tasks are described in detail below.

1. Lead Entities Initiate Process

Lead Entities meet with the facilitator and writer/editor to review and comment on the work plan, identify Planning and Technical Team members, and develop a proposed meeting schedule.

2. Convene Planning and Technical Teams

The two teams meet together with the facilitator and writer/editor to review and finalize work plan, schedule, and web site and to discuss roles, responsibilities, and expectations.

3. Public Involvement Process Begins

Planning Team meets w/ facilitator to identify stakeholders and involve each and hold meetings.

4. Posting of Plan on Web Site

Lead Entities will use the Council's website to post documents and updates.

5. Technical Team Begins Work

Technical Team meets to review Council expectations for the Subbasin Assessment, to discuss the data set provided by the Council, identify data gaps, and agree to an action plan for filling the gaps and completing the subbasin assessment.

6. First Stage of Public Involvement Process Ends

Lead Entities submit a summary report.

7. Technical Team Submits Draft Assessment

Technical Team and writer/editor complete a preliminary draft of the Subbasin Assessment and submit it to the Planning Team.

✓DELIVERABLE for component #2

8. Technical and Planning Teams Conduct Inventory

Writer/editor works closely with technical and planning teams and other groups and individuals in the subbasin to complete the inventory of existing programs and activities.

✓DELIVERABLE for component #3

9. Planning Team Begins Work on Management Plan

Planning Team meets to review the Subbasin Assessment and develop a vision statement, goals, objectives, and strategies. Once these are completed, they meet to develop a monitoring plan and research agenda and discuss compliance of the plan with the Endangered Species Act and Clean Water Act. Meets as needed to complete the management plan within the time allotted.

10. Planning Team Submits Draft Management Plan

Planning Team and writer/editor complete a preliminary draft of the Management Plan and submit it to the Technical Team members for review.

11. Preliminary Review Draft of Subbasin Plan Completed

Writer/editor completes preliminary review draft of Subbasin Plan and submits to the Planning and Technical Team for comments. Teams provide comments within the time allotted.

✓DELIVERABLE for component #4

12. Public Review Draft Available to Public, Comment Period Announced

Electronic version of public review draft of the plan is available for downloading at web site and hard copies made available to interested parties. Public comment period announced.

13. Comments Received and Public Meeting Summary Submitted

Writer/editor receives, organizes, and summarizes written comments submitted via the web site, e-mail, or mail. Facilitator submits summary report from public meeting.

14. Hard Copy of Subbasin Plan finalized and submitted to Council

Writer/editor and Planning Team review comments finalize the plan and submit to Council.

✓DELIVERABLE - Final subbasin plan submitted to Council

15. Electronic Version of Plan Prepared and Phase Two Web Site Posted

Writer/editor prepares an electronic version of the plan and develops and submits phase two of the web site to Planning Team for review and approval. Once approved, site is posted on the web.

Budget

ASOTIN CREEK SUBBASIN BUDGET September 2002	FTE	HOURLY RATE	EST. # HOURS	TOTAL
1. PERSONAL SERVICES				
Assessment				
NRCS Staff		$50.00	80	$4,000.00
Outreach – I&E		$40.00	40	$1,600.00
Lead Entity (ACCD)		$45.00	111	$4,995.00
Consultants: (Data Repository)		$100.00	120	$12,000.00
Consultants: (Writer/Editor)		$65.00	281	$18,265.00
Subtotal				**$40,860.00**
Inventory				
NRCS Staff		$50.00	130	$6,500.00
Outreach – I&E		$40.00	40	$1,600.00
GIS Mapping		$40.00	25	$1,000.00
Lead Entity (ACCD)		$45.00	111	$4,995.00
Administrative Assistant (ACCD)		$40.00	125	$5,000.00
Consultants: (Data Repository)		$100.00	50	$5,000.00
Consultants: (Writer/Editor)		$65.00	153	$9,945.00
Subtotal				**$34,040.00**
Management Plan				
NRCS Staff		$50.00	30	$1,500.00
Outreach – I&E		$40.00	40	$1,600.00
GIS Mapping		$40.00	25	$1,000.00
Consultants: (Data Repository)		$100.00	30	$3,000.00
Consultants: (Writer/Editor)		$65.00	210	$13,650.00
Subtotal				**$20,760.00**
2. Printing of Subbasin Plan				
Printing and Copying of Final Plan				
Color Copies (50 x 55 @ .80/page)				$2,200.00
Subtotal				**$2,200.00**
SUBTOTAL				$97,860.00
INDIRECT COSTS - 9%				$8,778.00
TOTAL				$106,638.00

NOTE 1 --- For professional services indicate how the individual/organization was selected and what qualifications or criteria were utilized in the selection process. **Professional Services such as the writers and data repository will be selected by a Request for Proposals or single source provider (they will be "Deliverable Based Contracts").**

NOTE 2 --- Indirect Costs, Washington State Conservation Commission allows 15%. **We have identified a 9% Indirect Cost to complete subbasin planning and do not have a pre-approved rate with BPA.**

NOTE 3 --- Travel is not included since we will be utilizing funding from another grant for this budget item.