

Wells, Rocky Reach, and Rock Island HCP Tributary Committees Notes 14 February 2013

Members Present: Dale Bambrick (NOAA Fisheries), Lee Carlson (Yakama Nation), Jeremy Cram (WDFW), Chris Fisher (Colville Tribes), Steve Hays (Chelan PUD), Tom Kahler (Douglas PUD), and Tracy Hillman (Committees Chair).

Members Absent: Kate Terrell (USFWS).

Others Present: Becky Gallaher (Tributary Project Coordinator).

The Wells, Rocky Reach, and Rock Island Hydroelectric Projects Habitat Conservation Plans Tributary Committees met in the Chelan PUD Auditorium in Wenatchee, Washington, on Thursday, 14 February 2013 from 10:00 am to 12:15 pm.

I. Review and Adopt Agenda

Tracy Hillman welcomed everyone to the meeting. Tracy introduced Jeremy Cram as the WDFW representative on the Tributary Committees. Carmen Andonaegui will serve as the alternate.

The Committees reviewed and adopted the proposed agenda with the following additions:

- Wenatchee Nutrient Enhancement Study Update.
- Icicle Diversion Update.
- Shingle Creek Update.

II. Review and Approval of Meeting Minutes

The Committees reviewed and approved the 10 January 2013 meeting notes with edits.

III. Monthly Update on Ongoing Projects

Becky Gallaher gave an update on funded projects. Most are progressing well or had no salient activity in the past month.

- Chewuch River Instream Flow Project – The sponsor (Trout Unlimited – WWP) continues to refine the reservoir permit. A meeting is planned for mid-February to resolve any issues. All other work is on hold until the reservoir permit is resolved.
- Coulter Creek Barrier Replacement Project – Funding for this project is contingent upon the successful implementation of the railroad reconnection project, which has not yet happened.
- Wenatchee Levee Removal and Riparian Restoration Project – The sponsor (Chelan County Natural Resources Department) continues to coordinate with the landowner on water rights issues. The landowner is working with the irrigation district to ensure all of his water needs will be met in case there are issues with his current claim.

- Entiat Stormy Reach Phase 2 Acquisition – The project is complete and the project sponsor submitted a final report.

Becky indicated that she is having difficulty receiving project updates from sponsors. The Committees suggested adding a clause in future contracts that states that payments may be withheld if sponsors do not submit monthly updates on project status.

IV. Review of Policies and Procedures Documents

The Committees reviewed the edits made by Tracy Hillman and Tom Kahler. Tom described some of the issues he identified in the Policies and Procedures for Funding Projects document. What follows are the issues identified by Tom.

- Under Section 3.8 (Management Guidelines for Conservation Easements/Acquired Lands), there is language that indicates that the Committees “reserve the right to require public access on conservation easements or lands acquired with Plan Species Account funds.” This statement is inconsistent with the July 2012 meeting notes, which state that all protection projects funded by the Committees will have public access. The Committees agreed that the Policies and Procedures document should say that all protection projects funded by the Committees will have public access except under extraordinary circumstances. In addition, the Committees agreed to include language in this section that states that the project sponsors will allow restoration if deemed necessary and that the restoration actions must be approved by the Committees.
- Under Section 4.2 (Eligible Projects and Elements), the Committees agreed to add language that indicates that they may provide a one-time fee for the development of a stewardship plan for acquisition projects.
- After reviewing the revised SRFB manual (SRFB Manual 3 Acquisition Projects), Tom identified additional elements that could be added to the list of administration costs associated with acquisitions. These elements are listed under Section 4.4 (Administrative and Support Costs) in the Policies and Procedures document. The Committees reviewed the list provided by Tom and agreed to most of the elements. Advertising and contract award correspondence were elements not approved by the Committees.
- Tom indicated that the revised SRFB manual (SRFB Manual 5 Restoration Projects) also included additional elements associated with Architectural and Engineering Services (A&E) and Administrative costs for restoration projects (identified under Section 4.4 in the Policies and Procedures document). Currently, A&E costs cannot exceed 15% of the total restoration cost and administration costs cannot exceed 15% of the total restoration cost. Although the Committees questioned the percentages, they agreed to be consistent with the SRFB. They were unclear as to how one calculates and codes the percentages. For example, are subcontractor A&E and admin costs included in the 30%? Dale Bambrick indicated that he will speak with the Washington State Recreation and Conservation Office on how they calculate and code A&E and admin costs for restoration projects. Chris Fisher said that he will contact his engineer to see what they include as A&E and admin costs.

Based on these discussions, Tracy Hillman and Tom Kahler will update the language in the Policies and Procedures document. The Committees will review the revised language during their March meeting.

The Committees also reviewed their Operating Procedures. They approved the minor edits made to the document (i.e., changed the name of the WDFW representative on the Committees).

V. Rocky Reach and Rock Island HCP Action Plans for 2013

Steve Hays provided the Committees with the Draft Rocky Reach and Rock Island HCP Tributary Committees Action Plans for 2013. The 2013 Action Plan for both Rocky Reach and Rock Island Tributary Committees is as follows:

- Plan Species Account Deposit: January 2013
- GSHP Project solicitation: March through July 2013
- GSHP Project Approval: May through August 2013
- GSHP Project Implementation: Ongoing
- Small Project Review and Approval: January through December 2013
- Small Project Implementation: Ongoing

The Rocky Reach and Rock Island Tributary Committees approved the Rocky Reach and Rock Island Action Plans for 2013.

VI. Small Projects Program Application: Okanogan Basin Stream Discharge Monitoring Project

The Committees reviewed a Small Projects Program application from the Confederated Tribes of the Colville Reservation titled *Okanogan Basin Stream Discharge Monitoring Project*.

Okanogan Basin Stream Discharge Monitoring Project

The purpose of this project is to fund the monitoring of stream flows for two years within two tributaries to the Okanogan River (likely Loup Loup and 9-Mile creeks). The two-year period will allow the Colville Tribes enough time to find a long-term funding source. The total cost of the project is \$94,924. The sponsor requested \$62,984 from HCP Tributary Funds. Because of a lack of information, the Committees were unable to make a funding decision. They identified the following issues:

1. The sponsor needs to confirm that the gauges will be placed in Loup Loup and 9-Mile creeks. The proposal indicates that they will likely be placed in these streams. The Committees would like more certainty that they will indeed be placed in these streams.
2. The sponsor needs to provide information indicating that the water that is being monitored in the two streams is protected in trust (i.e., the water is not available for agricultural consumption).
3. The sponsor needs to describe the monitoring equipment and whether it is already at the USGS sites, or if it needs to be installed at the sites.
4. The sponsor needs to fix the budget so the Committees know the exact amount they are requesting from the Committees and the total amount of the project. The budget on the first page is inconsistent with the detailed budget on the last page. In addition, the amounts in the detailed budget add up to \$106,924, which exceeds the upper limit for the Small Projects Program.

The Committees directed Tracy Hillman to share these concerns with the project sponsor. In addition, if the sponsor is able to send an electronic copy of the revised proposal to the Committees, the Committees will make a funding decision before their next meeting.

VII. Information Updates

The following information updates were provided during the meeting.

1. Approved Payment Requests in January and February:
 - Rock Island Plan Species Account:
 - \$92,748.13 to Trout Unlimited – Washington Water Project for pipe for the Lower Wenatchee Instream Flow Enhancement Project.
 - Rocky Reach Plan Species Account:
 - \$1,904.12 to Chelan-Douglas Land Trust for the Entiat Stormy Reach Phase 2 Acquisition. This is the final invoice for this project.
 - Wells Plan Species Account:
 - \$198.28 to the Methow Salmon Recovery Foundation for the Twisp River Acquisition (Hovee Property). This is the final invoice for this project.
2. Tracy Hillman reported that he and Becky Gallaher completed Section 2.6 (Tributary Committees and Plan Species Accounts) for the Annual Report of Activities under the Anadromous Fish Agreement and Habitat Conservation Plan for each hydroelectric project. Members of the Committees should soon receive the draft reports for their review. The final reports will be submitted to the Federal Energy Regulatory Commission in April.
3. Becky Gallaher reported that the PUDs deposited funds into each of the Plan Species Accounts at the end of January. Chelan PUD deposited \$690,515 into the Rock Island Account and \$327,041 into the Rocky Reach Account. Douglas PUD deposited \$250,729 into the Wells Account.
4. Tracy Hillman reported that he and Becky will attend the Annual 13th Funding Round Debrief meeting in Chelan on 21 February. The purpose of the meeting is to discuss potential changes to the funding process, identify potential concerns and solutions, and outline the funding schedule. Steve Hays indicated that he will also try to attend the debrief meeting.
5. Tracy Hillman shared with the Committees the draft Funding Process Schedule (see Attachment 1). Pre-proposals will be delivered to the Tributary Committees on 7 May and the Committees will review the pre-proposals during their May and June meetings (9 May and 13 June). Project tours are scheduled for 29-30 May (Methow and Okanogan) and 5-6 June (Wenatchee and Entiat). Pre-proposal presentations will occur on 12 June. Final proposals will be delivered to the Tributary Committees on 12 July. The Committees will make funding decisions on 8 August. This gives the Committees about 3.5 weeks to review the final proposals.
6. Tracy Hillman reported that Jason Lundgren gave a presentation to the RTT on the Wenatchee Nutrient Assessment – Treatment Design Project, which was funded in part by the Rock Island Tributary Committee. The baseline results indicate that the Wenatchee River basin is nutrient poor (oligotrophic). The researchers reported low levels of nutrients and low levels of periphyton. They also indicated that macroinvertebrate abundance was low, but species richness was relatively high. Tracy asked the Committees if they would like to invite Jason to the March meeting to discuss his results. The Committees said they would like to see a copy of the PowerPoint presentation, but there is no need for Jason to present to the Committees at this time. The presentation is appended to these notes as Attachment 2.
7. Dale Bambrick indicated that he attended a meeting last week to discuss an integrated plan for the Peshastin and Icicle Creek diversions. Dale said that he is recommending that

- the water pump station be located on the Wenatchee River upstream from the Peshastin Creek confluence. This would be a more reasonable approach than placing the pump station downstream from the Peshastin Creek confluence (near Alice Avenue). The pump station would contribute water to both the Peshastin Irrigation District canal and the Icicle Irrigation District canal.
8. Chris Fisher reported that the managers, engineers, and bios met to discuss the three options for fish passage at Shingle Creek Dam. Recall that the three options were (1) backwater the dam with a series of riffles, (2) notch the dam and backwater with a series of riffles, and (3) remove the dam. Chris said that because of deterioration of the dam, the engineers and managers recommended that the dam be removed. This is consistent with the recommendation from the Tributary Committees in November 2012.

VIII. Next Steps

The next meeting of the Tributary Committees will be on Thursday, 14 March 2013 at Chelan PUD in Wenatchee.

Meeting notes submitted by Tracy Hillman (tracy.hillman@bioanalysts.net).

Attachment 1

Proposed 2013 SRFB/GSHP/BPA Process Schedule

DRAFT Upper Columbia Lead Entity Funding Process Schedule				
DATE	ACTIVITY/MILESTONE	PARTICIPANTS	LOCATION	LEAD
FEBRUARY				
Feb 21	Meeting: SRFB/TRIB Debrief for 2012	LE, RTT, Sponsors, TRIB	Lake Chelan PUD	LE
February	Meeting: Sponsor Meetings Begin	Project Sponsors, LE, Data Steward	Wen, Okan, Methow	LE
MARCH				
March 13	Meeting: RTT Biological Strategy Approved & Sponsor RTT Dialog	Sponsors, BOR, RTT	TBD	RTT
March 15	Deadline: All active and completed projects updated in HWS	Sponsors, data steward	HWS	Data Steward
March 27	Meeting: SRFB/TRIB/BPA Kickoff Meeting for the Region	LE, RTT, TRIB, BPA, Sponsors, RCO	Chelan	LE
APRIL				
April (TBD)	Meeting/Workshop: Sponsor Science Workshop	Sponsors, BOR, RTT, Agencies, Independent scientists, LE	TBD	LE/Region
April 30	Deadline: Projects are submitted to PRISM via HWS to initiate a new project	Sponsors, Data Steward, LE	HWS	LE
MAY				
May 7	DEADLINE: DRAFT PROPOSALS DUE (must be 3 weeks prior to tours)	Sponsors, LE, RCO, SRP, RTT, CAC, TRIB, BPA	Prism	LE

DRAFT Upper Columbia Lead Entity Funding Process Schedule				
DATE	ACTIVITY/MILESTONE	PARTICIPANTS	LOCATION	LEAD
MAY				
May 12	Meeting/Call: Discuss project tour logistics	RTT, LE, TRIB, SRFB Panel Members, and Sponsors?	Call	LE
May 29 & 30	Meeting/Tours: SRFB/TRIB/BPA Project Tours	RTT, LE, TRIB, BPA, SRFB SRP, and Project Sponsors	TBD	LE
	· 29th Methow (Wed)			
	· 30th Okanogan (Thur)			
JUNE				
June 5 & 6	Meeting/Tours: SRFB/TRIB/BPA Project Tours	RTT, LE, TRIB, BPA, SRFB SRP, and Project Sponsors	TBD	LE
	· 5th Wenatchee (Wed)			
	· 6th Entiat (Thur)			
June 12	Meeting/Presentations: Draft Proposal Presentations to Reviewers	Project Sponsors, CAC, RTT, LE	River Bank, Twisp	LE
June 13	Action: TRIB reviews draft proposals	TRIB	Tributary Committee Meeting	TRIB
June 20	Action: TRIB provides comments on draft proposals	TRIB	Tributary Committee Meeting	TRIB
JULY				
July 12	DEADLINE: FINAL PROPOSALS DUE to LE for regional review	Sponsors, LE, RTT, CAC, TRIB, BPA	Prism	LE

DRAFT Upper Columbia Lead Entity Funding Process Schedule				
DATE	ACTIVITY/MILESTONE	PARTICIPANTS	LOCATION	LEAD
July 17/18 or 24/25 31/Aug1 (TBD)	Meeting/Presentations: Proposal Presentations to CACs	Project Sponsors, CAC, RTT, LE	River Bank, Twisp	LE
AUGUST				
August 8	Action: TRIB reviews final proposals	TRIB	Tributary Committee Meeting	TRIB
August 14	Action: RTT Meeting formal project reviews and technical ranking	RTT, CAC, LE, Region, BPA, BOR	RTT Meeting	LE
August 14	DEADLINE: FINAL PROPOSALS DUE to RCO	Sponsors, LE, RCO, SRP, RTT, CAC, TRIB, BPA	Prism	LE
August 20	Action: TRIB preliminary decisions	TRIB, LE	Email via LE	TRIB
August 21 or 22 (TBD)	Meeting: Chelan CAC project rankings	CAC, LE	Wenatchee	LE
August 21 or 22 (TBD)	Meeting: Okanogan CAC project rankings	CAC, LE	River Bank Twisp	LE
August 28 or 29 (TBD)	Meeting: Regional joint CAC approves final combined ranked list	Joint CAC, LE	Lake Chelan PUD?	LE
SEPTEMBER				
Sept 6	Deadline: LE & Regional Organization submits Final Ranked List to SRFB	LE/Region	Email	LE
OCTOBER				

DRAFT Upper Columbia Lead Entity Funding Process Schedule				
DATE	ACTIVITY/MILESTONE	PARTICIPANTS	LOCATION	LEAD
Oct 17	Deadline: Response from Project Sponsors to SRP comment forms	Project Sponsors, LE	email	LE
Oct 21-24	Meeting/Presentations: LE and project sponsors present projects (<i>only projects identified by SRP</i>)	Select Project Sponsors, LE, Region	Olympia	LE/Region
Oct 30	Action: SRP panel finalizes comments	SRP	Email	SRP
NOVEMBER				
November	Action: TRIB decisions	TRIB	Email	TRIB
November	Final report by SRP to SRFB	RCO		RCO
DECEMBER				
December	Action: SRFB Decisions	SRFB	Olympia	RCO
December	TRIB supplemental decisions	TRIB		TRIB

Acronyms

- CAC Citizen’s Advisory Committee
- BPA Bonneville Power Administration
- LE Lead Entity Program
- RCO Recreation and Conservation Office
- Region UCSRB
- RTT Regional Technical Team
- SRP State Review Panel
- SRFB Salmon Recovery Funding Board
- TRIB Tributary Committee

Attachment 2

**PowerPoint Presentation on the Wenatchee Nutrient
Assessment – Treatment Design Project**