

JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA REQUEST

TO: Board of Commissioners
FROM: Jefferson County Marine Resources Committee
DATE: December 20, 2010
SUBJECT: Amendment 1 to CZM310 Grant No. G1000023 between the State of Washington Department of Ecology and JEFFERSON COUNTY (Northwest Straits Project: Marine Resources Committee Administration and Action Projects)

STATEMENT OF ISSUE:

The Marine Resources Committee (MRC) is requesting approval on the consent agenda of an amendment to the above referenced grant agreement. The purpose of the amendment is to add a new task and increase the budget to include funds for the new task. The term of the amendment for the new task is until December 31, 2011.

ANALYSIS:

The Jefferson County Marine Resources Committee received these grant funds to restore 1800' of Discovery Bay marine nearshore including the upper beach, beach upland interface and upland riparian area and create a 2-acre pocket estuary at Maynard Beach at the head of Discovery Bay. This task is consistent with the MRC's strategic plan.

Jefferson MRC will partner with the North Olympic Salmon Coalition to complete engineering plans/specifications and all pre-project studies and permitting. The project is currently at 30% design. This task will complete 100% design phase and secure required permits for project construction. Construction will be completed with other funding. The total project cost (100% Ecology share) is increased by \$103,000 from \$268,040 to \$371,040.

Through the process of the feasibility study conducted during 2009 and 2010, stakeholder outreach was conducted. Through this process, project partners have worked with Jefferson County Public Works regarding their trail interests, with the owner of a private water line located in the railroad grade, with WDFW habitat, and have reached out to affected adjacent landowners. To our knowledge there are no outstanding issues.

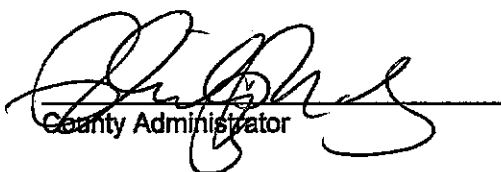
FISCAL IMPACT:

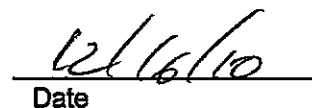
The project is 100% grant funded. There is no match requirement. The grant is administered by WSU Jefferson County Extension at no cost to the County.

RECOMMENDATION:

We request three originals of this contract be approved and signed by the Jefferson County BOCC.

REVIEWED BY:


County Administrator


Date

Amendment 1 to CZM310 Grant No. G1000023

between the

State of Washington Department of Ecology and

JEFFERSON COUNTY

Northwest Straits Project: Marine Resources Committee Administration and Action Projects

PURPOSE: In accordance with the original agreement, this grant is amended to add a new task and increase the budget to include funds for the new task.

IT IS MUTUALLY AGREED THAT THE GRANT AGREEMENT IS AMENDED AS FOLLOWS:

1. This amendment is effective on July 1, 2010.
2. The period of performance is extended to December 31, 2011 (for task 7 only, all other tasks to be complete by June 30, 2011).
3. The scope of work is deleted and replaced as follows (revised task 5, new task 7, changes noted in red)

TASK 1: Administrative Duties

- 1.1: **MRC Meetings and Communication:** schedule and hold meetings; prepare and distribute agenda; prepare and distribute minutes, other logistical and communication functions as needed.
- 1.2: **Grant administration:** Prepare progress reports, final report and completion report for Northwest Straits Commission; track and administer budget; contract management.
- 1.3: **MRC Web Site:** Ongoing maintenance of MRC web site and/or development of content, design, images or other web site features.
- 1.4: **Annual Report:** This report will summarize MRC activities and progress on projects, including progress in achieving the Initiative's performance benchmarks, successes and failures in the workplan priorities, training, etc.
- 1.5: **Workplan:** The workplan will include the objectives, timeframe, products, and benchmarks addressed.
- 1.6: **Training:** The MRC members will attend the annual Northwest Straits Commission training and additional conferences as appropriate. A representative of the MRC will attend each Northwest Straits Commission meeting.
 - 1.6.1: **Training & Implementation Manual:** The MRC will update and maintain the Training and Implementation Manual CD-rom.

Deliverables (one hard copy and one electronic copy of each):

1. Update in progress reports (all tasks)– due semi-annually (see semi-annual progress reporting)
2. Meeting agendas and minutes – due semi-annually (see semi-annual progress reporting)
3. Web site address and CD of site contents – due January 20, 2010 and January 20, 2011

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4. Annual Report – 2009: Due January 20, 2010
5. Annual Report – 2010 – Due January 20, 2011
6. 2010 Workplan – due January 20, 2010
7. 2011 Workplan – due January 20, 2011
8. List of NWSC meetings attended and name of MRC member attending in the progress reports – due semi-annually (see semi-annual progress reporting)
9. Volunteer hour time tracking – due semi-annually (see semi-annual progress reporting)
10. Electronic copy of Training and Implementation Manual (no hard copy) – due June 30, 2010

Task 2: Marine Stewardship Program

Description:

The MRC will expand the work of achieving long-term stewardship for Jefferson County marine resources by building community through citizen involvement. In order to provide public education and outreach about natural systems, nearshore processes, water quality issues, and marine protection, Jefferson MRC will:

- Partner with local shoreline education programs (WSU Shore Stewards, Shoreline Landowner Workshops, WSU Water/Beach Watchers, community clubs) to provide shoreline protection education and citizen stewardship opportunities. At least 45 landowners will be contacted and three workshops held annually, including in Discovery Bay communities.
- Produce and distribute shoreline protection education materials and make presentations for the Shoreline Master Program Implementation. Materials will include the MRC logo as sponsor.
- Participate in coordinating local stewardship efforts by attending meetings the Puget Sound Partnership, Chumsortium, ECO Net, Straits Workgroup and Hood Canal Coordinating Council.
- Design, produce and install interpretive panels at the new Northwest Maritime Center at Point Hudson, Port Townsend.

Deliverables (one hard copy and one electronic copy of each):

1. Update in progress reports – due semi-annually (see semi-annual progress reporting)
2. Stewardship annual report (including agendas/rosters and summary of workshops, list of presentations made and estimated number of people reached, copies of outreach materials produced, list of meetings/events attended, summary of partnership results, number of new Shore Stewards recruited, copies of press releases and any media generated, jpg images) – due annually June 18, 2010 and June 17, 2011
3. Interpretive panel (including copy of design, jpg images of installed signage) – due June 17, 2010

Task 3: Olympia Oyster Restoration

Description:

Jefferson MRC will monitor one existing *O.conchaphila* (Olympia oyster) population in Discovery Bay and characterize the dynamics and the limiting factors of this population. Surveys will be done twice annually (pre and post growth season) to estimate number of individuals, size distribution, age and geographic location (using GPS). Larval settlement will be monitored annually during spawning season to determine population recruitment.

The MRC will also partner with the Puget Sound Restoration Fund to develop and implement a water quality monitoring program that will look at temperature, water flow, sediment collection, pH and salinity in Discovery Bay.

Deliverables (one hard copy and one electronic copy of each):

1. Update in progress reports – due semi-annually (see semi-annual progress reporting)
2. Discovery Bay oyster population monitoring report (include volunteer hours and jpg images) and GIS layer – due annually June 18, 2010 and June 17, 2011
3. Water quality monitoring plan (including protocols and QAQC) - due January 20, 2010
4. Water quality monitoring report (including monitoring results, volunteer hours and jpg images) – due – June 17, 2011

Task 4: Eelgrass Protection

Description: To protect eelgrass beds from damage due to anchoring, Jefferson MRC will place seasonal marker buoys beyond the outer edge of the eelgrass meadows from Point Hudson to the state ferry terminal in Port Townsend. The marked area will be monitored seasonally to determine the efficacy of the buoys. The MRC will survey eelgrass beds in Discovery Bay, Mats Mats Bay and Port Ludlow. Outreach for the project will include distribution of brochures and partnership with and presentations to boaters, civic organizations and the Port.

Deliverables (one hard copy and one electronic copy of each):

1. Update in progress reports – due semi-annually (see semi-annual progress reporting)
2. Summary Report for Eelgrass Protection Zone Project covering all aspects of the project (including number of presentations, results of vessel monitoring, press releases and any media generated, volunteer hours contributed and jpg images) – due annually June 18, 2010 and June 17, 2011
3. Copies of the "best boating practices pledge" – due June 18, 2010
4. Digital eelgrass data and GIS layer for Discovery Bay, Mats Mats Bay and Port Ludlow – due January 20, 2011

Task 5: Drift Cell Restoration (revised)

Description: ~~The MRC will continue education and outreach efforts to encourage shoreline landowners to consider alternatives to bulkheads and other hardening structures that impede drift cell function. A video of past, current and potential restored shoreline properties will be produced and presented at community events and meetings. The MRC will produce and distribute brochures on alternatives to shoreline armoring.~~

The MRC will contract to conduct a cultural survey and ~~prepare a draft shoreline armoring alternative design~~ for Oak Bay. To document the recovery of drift cell functions, a beach profile survey at Fort Flagler initiated in 2008 will be completed. The MRC will work towards improving drift cell function at Fort Worden by conducting a feasibility study to minimize and/or redesign the pier, shore defense and boat launch facilities at the Port Townsend Marine Science Center.

Deliverables (one hard copy and one electronic copy of each):

1. Update in progress reports – due semi-annually (see semi-annual progress reporting)
2. Cultural survey for Oak Bay – due January 20, 2010
- ~~3. Draft project design for Oak Bay – due January 20, 2011~~
4. Feasibility study for the Port Townsend Marine Science Center Pier at Fort Worden – due January 20, 2011
5. Fort Flagler Beach profile survey – due January 20, 2010
- ~~6. Copies of drift cell restoration projects video and brochure – due June 17, 2011~~

TASK 6: Mystery Bay Harbor Management Plan
Description: The MRC will collaborate with state agency, tribal, local government and industry partners to develop and implement a Harbor Management Plan for Mystery Bay. This will include establishment of a volunteer no anchor/no discharge zone, removal of derelict mooring buoys, volunteer boat monitoring and boater education.

- 6.1: In conjunction with key partners, the MRC will facilitate the development of a written Harbor Management Plan for Mystery Bay to allow for shellfish harvest and recreational boat use to co-exist.
- 6.2: The MRC will apply for permits and install two to three voluntary no anchor zone buoys at the entrance to inner Mystery Bay.
- 6.3: The MRC will coordinate with Jefferson County Department of Community Development and Washington Department of Natural Resources and Washington Department of Parks to contract to remove or relocate approximately 10 mooring buoys within Mystery Bay.
- 6.4: In partnership with WSU Beach Watchers, the MRC will implement volunteer vessel monitoring program to document compliance with the voluntary no anchor zone.
- 6.5: Outreach and education: the MRC will develop and install two informational signs at locations around Mystery Bay and will print and distribute 250 brochures about the project

Deliverables (one hard copy and one electronic copy of each):

1. Updates in progress reports - due semi-annually (see semi-annual progress reporting)
2. Draft Mystery Bay Harbor Management Plan – due January 20, 2010
3. Mystery Bay Implementation Report (including copies of permits, photos of no anchor zone buoys in place, summary of mooring buoy removal/relocation operations and number of mooring buoys removed/relocated, monitoring program results, copies of outreach materials produced, pictures of signage in place, list of events where brochures were distributed and estimated number of people reached, copies of any associated

TASK 7: Maynard Nearshore Restoration Design (new)
Description: To restore 1800' of Discovery Bay marine nearshore including the upper beach, beach upland interface and upland riparian area and create a 2-acre pocket estuary at Maynard Beach at the head of Discovery Bay, Jefferson MRC will partner with the North Olympic Salmon Coalition to complete engineering plans/specifications and all pre-project studies and permitting. The pre-project studies will include a cultural resource survey, wetland delineation and geotechnical investigations. The project is currently at 30% design. This task will complete 100% design phase and secure required permits for project construction. Construction will be completed with other funding. The MRC will also develop and implement a monitoring plan and conduct pre-project monitoring to survey the existing conditions on the property and establish project photopoints in order to establish a baseline for future annual monitoring of beach profiles and sediment composition.

Deliverables (one hard copy and one electronic copy of each):

1. Updates in progress reports - due semi-annually (see semi-annual progress reporting)
2. Geotechnical investigation summary, wetland delineation maps (including any associated GIS data layers), 60% project design, coastal geologist memo – due January 14, 2011
3. Completed JARPA application, monitoring protocol/QAQC, Section 106 archaeology determination documents – due April 15, 2011
4. Final project report (including 100% project design, copies of project permits, project images, volunteer hours contributed, pre-project monitoring report) – due December 30, 2011

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Semi-annual progress reporting (update on all tasks):

	Reporting Period	Date Due
2009-2010		
First Semi-Annual Report	July 1, 2009 – December 31, 2009	January 15, 2010
Second Semi-Annual Report	January 1, 2010 – June 30, 2010	July 9, 2010
2010-2011		
First Semi-Annual Report	July 1, 2010 – December 31, 2010	January 14, 2011
Second Semi-Annual Report	January 1, 2010 – June 30, 2011	July 8, 2011

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4. Schedule

	2010				2011			
	January	June	July	January	April	June	July	December
TASK 1 Admin	Progress Report 2009 Annual Report 2010 Work Plan CD of website Minutes	Training/Implement Stewardship annual report Inter panel	Progress Report Minutes	Progress Report 2010 Annual Report 2011 Work Plan CD of website Minutes		Stewardship annual report	Progress Report Minutes	
TASK 2 - Marine Stewardship Prog.	Progress Report		Progress Report	Progress Report		Summary report WQ monitoring Eelgrass summary report	Progress Report	
TASK 3 - Olysters	Progress Report WQ monitoring plan	Summary report	Progress Report	Progress Report		Eelgrass data/GIS report	Progress Report	
TASK 4 - Eelgrass	Progress Report	Eelgrass summary/report Best boat pledge	Progress report	Progress report		Website architecture	Progress report	
TASK 5 - Drift Cell	Progress Report Oak Bay cultural survey Fogler beach profile		Progress Report	Draft Oak Bay design Fort Warden feasibility			Progress Report	
TASK 6 - Mystery Bay	Draft Harbor Mgmt Plan	Implementation Plan	Progress Report	Progress Report Geotech summary, wetland data, 60% design, ocasional geo memo	JARPA application, monitoring protocol Section 1.06		Progress Report	100% design permits images, volunteer hours, pre-project monitoring report
TASK 7 - Maynard				Progress Report			Progress Report	

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5. Budget

The total project cost / 100% Ecology share is increased by \$103,000 from \$268,040 to \$371,040. All funds for tasks 1-6 to be spent by June 30, 2011. Task 7 to be complete by December 31, 2011.

The budget is deleted and replaced as follows:

Task Number	Task 1	Task 2	Task 3	Task 4	Task 5 (revised)	Task 6 (revised)	Task 7 (new)	Totals
Task Title	Admin	Mar.Stew.	Oly Oyster	Eelgrass	Drift Cell	Mystery Bay	Maynard Beach	
Salaries/Benefits	\$5,000	\$32,500				\$4,500		\$42,000
Indirect (2.5%)	\$1,250	\$8,050				\$1,125		\$10,425
Consultant Services							\$109,133	\$109,133
Coord./Manager	\$14,040	\$12,530	\$1,200	\$14,550	\$15,550	\$7,800	\$9,346	\$75,016
Subs (bio, geo, eng, survey etc.)			\$34,000	\$33,000	\$17,521	\$13,040		\$97,561
Contracted Services								\$0
Mtg. Minutes	\$6,000							\$6,000
Mtg./storage/booth rent	\$300	\$200		\$640				\$1,140
web hosting	\$50							\$50
Advertising		\$2,200		\$1,000				\$3,200
Interpretive panels		\$5,000						\$5,000
Dive Services (installation)				\$5,600				\$5,600
Printing/Copying		\$2,800		\$500	\$400	\$2,000		\$5,700
Supplies			\$1,740	\$500		\$1,575		\$3,815
Permits						\$1,000		\$1,000
Travel	\$4,800	\$100	\$300	\$100	\$100			\$5,400
TOTAL	\$31,440	\$63,380	\$37,240	\$55,890	\$33,571	\$31,040	\$118,479	\$371,040

