

Appendix P. Sample Annual Compliance Report⁶

⁶ Subject to revision over time with input from the USFWS and ODA.

20XX Annual Compliance Report
for Endangered Species Permit # _____
Submitted to the
U.S. Fish and Wildlife Service
and
Oregon Department of Agriculture

by

Benton County
_____, 20XX

Contents

Executive Summary.....	4
1 Introduction.....	5
1.1 Summary of Work towards Biological Goals and Objectives	5
1.1.0 Conservation Measures and Tasks Completed	5
2 Covered Activities Completed	6
2.1 Home, Farm and Forest Construction	6
2.2 Telephone Utility Construction and Maintenance.....	6
2.2.0 Pioneer Telephone Cooperative.....	6
2.3 Natural Gas Utility Construction and Maintenance	6
2.3.0 NW Natural.....	6
2.4 Public Service Facility Construction	6
2.4.0 Benton County	6
2.5 Transportation Activities.....	6
2.5.0 Benton County	6
2.5.1 Oregon Department of Transportation.....	7
2.6 Water and Wastewater Management	7
2.6.0 City of Corvallis	7
2.7 Agriculture	7
2.7.0 City of Corvallis.....	7
2.8 Emergency Response Activities.....	7
2.8.0 Benton County	7
2.8.1 City of Corvallis	7
2.8.2 Greenbelt Land Trust	7
2.8.3 NW Natural.....	7
2.8.4 Oregon Department of Transportation.....	7
2.8.5 Oregon State University.....	7
2.8.6 Pioneer Telephone Cooperative.....	7
2.9 Voluntary Parks/Natural Areas/Open Space Management	8
2.9.0 Summary of All Sites	8
2.9.1 Benton County	8
2.9.2 City of Corvallis	9
2.9.3 Oregon State University.....	11
2.9.4 Greenbelt Land Trust	11
2.10 Mitigation Related Habitat Restoration, Enhancement and Management.....	12
2.10.0 New Mitigation Initiated (See attached Cooperator Reporting Form D: Mitigation Notices)	12
2.10.1 New Mitigation Completed (See attached Cooperator Reporting Form D: Mitigation Notices)	12
2.10.2 Work Completed for On-Going Mitigation Projects	13
2.11 Seed Collection.....	13
2.11.0 Total Seeds/Plant Material Collected	13

2.11.1	Detailed Seed Collection Information by Site.....	13
2.12	Effectiveness Monitoring	14
3	Changed Circumstances.....	15
3.1	Additional Federal or State Listed Species in Plan Area	15
3.2	Delisted Species	15
3.3	New Wild Population of Fender’s Blue Butterfly Discovered outside Fender’s Blue Zone.....	15
3.4	New Invasive Species	15
3.5	Natural Catastrophes	15
4	Administration.....	16
4.1	Take Allocated.....	16
4.1.0	Total Take Issued	16
4.2	Certificates of Inclusion Issued	16
4.2.0	List by Private Ownership	17
4.2.1	List by Cooperator.....	17
4.3	Cooperative Agreements Executed.....	17
4.3.0	List by Cooperator.....	17
5	References	17

Executive Summary

Benton County committed under the Prairie Species Habitat Conservation Plan (HCP) to submit an annual report to the US Fish and Wildlife Service (USFWS) and the Oregon Department of Agriculture (ODA) describing the implementation of the HCP. This HCP annual report covers the period from [insert date] to [insert date] and describes the efforts within the County HCP program and with HCP Cooperators to implement the HCP.

[Insert summary of each section below].

1 Introduction

In [], Benton County completed the Prairie Species Habitat Conservation Plan (HCP) to achieve long term viability of rare species populations that is compatible with essential public services, public land management and home, farm and forest construction. This effort was completed by the County and several Cooperators in response to the federal and state threatened and endangered status of certain butterfly and plant species. The US Fish and Wildlife Service (USFWS) and Oregon Department of Agriculture (ODA) accepted the HCP and under the authority of the Endangered Species Act (ESA), on [insert date], the USFWS issued an Incidental Take Permit (ITP) to Benton County. As a part of the HCP agreement, the County is to submit an annual report to USFWS and ODA describing implementation activities. This, the [insert number] annual report, covers the period from [] to []. The report describes the County and Cooperators' (City of Corvallis, Greenbelt Land Trust, Oregon Department of Transportation, Oregon State University, NW Natural and Pioneer Telephone Cooperative) efforts to avoid, minimize and mitigate impacts to the HCP Covered Species (Fender's blue butterfly, Taylor's checkerspot butterfly, Kincaid's lupine, Willamette Daisy, Nelson's checkermallow, Bradshaw's lomatium and peacock larkspur).

1.1 Summary of Work towards Biological Goals and Objectives

1.1.0 Conservation Measures and Tasks Completed

The HCP sets forth Conservation Measures to avoid, minimize and mitigate impacts to the HCP Covered Species. The HCP identifies three major objectives of the conservation program, each with Conservation Measures and specific tasks:

- 1) Conserve Covered Species populations and habitat
- 2) Enhance Covered Species populations and habitat
- 3) Increase the distribution and connectivity of Covered Species populations

Progress towards these objectives, measures and tasks completed between [insert dates] is described in this section

[Refer to specific conservation measures and tasks described in Section 6.2.0 of the HCP.]

2 Covered Activities Completed

[Information for this section included in Cooperator Reporting Form A: Project Impacts, and Cooperator Reporting Form B: Work Completed- Habitat Restoration, Enhancement and Management.]

2.1 Home, Farm and Forest Construction

Insert # projects, total impact area, average project impact area, total FBB habitat (total lupine, native nectar and non-native nectar) impacted.

2.2 Telephone Utility Construction and Maintenance

2.2.0 Pioneer Telephone Cooperative

Insert total line replaced, total impact area, total FBB habitat (total lupine, native nectar and non-native nectar) impacted.

2.3 Natural Gas Utility Construction and Maintenance

2.3.0 NW Natural

Insert total line installed and replaced, total impact area, total FBB habitat (total lupine, native nectar and non-native nectar) impacted.

2.4 Public Service Facility Construction

2.4.0 Benton County

Insert total acreage impacted for rural school or fire station construction, and total FBB habitat (total lupine, native nectar and non-native nectar) impacted.

2.5 Transportation Activities

2.5.0 Benton County

2.5.0.0 Transportation Maintenance

Insert total acreage impacted with transportation maintenance (mowing in the nectar zone), and total FBB nectar habitat (native nectar and non-native nectar) impacted.

2.5.0.1 Transportation Projects- Type 2 ROW

Kincaid's lupine outside the Fender's Blue Zone

List Type 2 SMA's impacted for this species, describe project, and insert number of individuals impacted.

Nelson's checkermallow

List Type 2 SMA's impacted for this species, describe project, and insert number of individuals impacted.

Peacock larkspur

List Type 2 SMA's impacted for this species, describe project, and insert number of individuals impacted.

2.5.1 Oregon Department of Transportation

Insert total acreage impacted with transportation maintenance (mowing in the nectar zone), and total FBB nectar habitat impacted (calculated using average native nectar cover of 1.39% and average non-native nectar cover of 1.36%).

2.6 Water and Wastewater Management**2.6.0 City of Corvallis**

Insert description of water and wastewater activities completed. Insert total area of habitat and Nelson's checkermallow plants impacted

2.7 Agriculture**2.7.0 City of Corvallis**

[Insert description of Agricultural activities completed at Owens Farm. Insert total area of habitat and Nelson's checkermallow plants impacted at Owens Farm.]

2.8 Emergency Response Activities

[For each ownership, describe any emergency response activities that occurred, total area impacted, and any species affected.]

2.8.0 Benton County**2.8.1 City of Corvallis****2.8.2 Greenbelt Land Trust****2.8.3 NW Natural****2.8.4 Oregon Department of Transportation****2.8.5 Oregon State University****2.8.6 Pioneer Telephone Cooperative**

2.9 Voluntary Parks/Natural Areas/Open Space Management

The Benton County HCP covers permanent impacts to the Covered Species from activities such as home, farm and forest construction, but also covers a significant amount of short-term impacts that may result from habitat restoration, enhancement and management activities (e.g., mortality to rare plant seeds from a prescribed fire) on County and Cooperator lands. These activities are undertaken proactively for conservation purposes, are not completed to fulfill a specific mitigation requirement. On the contrary, as these habitat restoration, enhancement and management activities are designed to produce long-term benefit the Covered Species and their associated habitats, mitigation is not required for any short term impacts that occur.

The County and the Cooperators are responsible for independently tracking the habitat restoration, enhancement and management activities they complete, and monitoring (Effectiveness Monitoring) the effects of these activities on the Covered Species and their habitat. Monitoring data is compiled and analyzed so that adaptive management, a process allowing resource managers to adjust their actions to reflect new information or changing conditions, can take place to achieve the best outcomes for the Covered Species.

2.9.0 Summary of All Sites

[Insert total:

Acres mowed

Acres grazed

Acres burned

Acres treated with herbicide

Species/# introduced/augmented]

2.9.1 Benton County

2.9.1.0 Bezell Memorial Forest

This 237 ha (586 ac) property is located in Kings Valley and was gifted to Benton County in 2000 for perpetual park purposes. The property has a demonstration forest and open space area, with progressive ecosystem management practices used to protect, conserve, and restore the natural, scenic, outdoor recreation, and wildlife values. Revenue generated from logging is used to manage the property. Bezell is open to the public, and has restrooms, drinking water, hiking trails, and picnicking facilities. Taylor's checkerspot butterfly is present (Ross 2007), and Kincaid's lupine was planted at the Bezell prior to the HCP.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated

5. Species and # introduced/augmented

2.9.1.1 Fitton Green Natural Area

Fitton Green Natural Area is a 124.6 ha (308 ac) property acquired by Benton County for the purposes of demonstrating progressive stewardship practices (David Reed & Associates 2000). Approximately 56.6 ha (140 ac) of the natural area (northern meadow) is covered by a conservation easement held by the Greenbelt Land Trust. A portion of Fitton Green will be designated for use as a mitigation site. A single Taylor's checkerspot butterfly was observed in 2007 in the southern meadow (Ross 2007). Kincaid's lupine was introduced to the site prior to the HCP.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.9.1.2 Jackson-Frazier Wetland

This 58 ha (144 ac) site is located northeast of Corvallis. The park was established in 1992 to protect the natural features of the area and provide educational and research opportunities. The site is open to public use, although foot traffic is limited to a wooden boardwalk winding through the wetland. Four acres outside the wetland overlay, and lacking Covered Species occurrences, have a conservation easement held by the Greenbelt Land Trust. There are naturally occurring populations of Kincaid's lupine, Nelson's checkermallow, and Bradshaw's lomatium within the wetland. Additional Nelson's checkermallow and Bradshaw's lomatium were planted at the site prior to the completion of the HCP.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.9.2 City of Corvallis

2.9.2.0 Bald Hill Park

This 115 ha (284 ac) site includes oak savanna, upland prairie, wetlands, riparian, and oak woodlands. The park also includes a historic barn, an interpretive trail, and trails that connect with the Benton County Fairgrounds. The site has a natural population of Willamette daisy. IAE has introduced Kincaid's lupine and planted additional Willamette daisy at this site.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.9.2.1 Corvallis Watershed

The City of Corvallis owns 951.8 ha (2,352 ac) encompassing the lower elevations of the 4,406.9 ha (10,000 ac) Rock Creek Watershed on the northeast flanks of Marys Peak. The land is managed primarily by the City of Corvallis Public Works Department although a section near south east end of the property is managed by the Parks Department as "Rock Creek Park". There are native prairie remnants along Rock Creek Road and on the rocky knoll adjacent to Highway 34 significant for their concentration of native prairie species. The wedge-shaped parcel of land (Rock Creek Corner) containing the rocky knoll and bordered by Highway 34 and Rock Creek Road will be managed as a mitigation area. Peacock larkspur is present at the site, both along the Rock Creek Road and in Rock Creek Corner.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.9.2.2 Herbert Farm and Natural Area

This 89.4 ha (221 ac) historic farmland site includes wetlands, oak woodlands, wet prairie, and riparian habitat supporting diverse plant communities and wildlife. Marys River and Muddy Creek converge on the property. There are no existing trails, but future passive public use is under consideration at this time. The City of Corvallis owns Herbert Farm and Natural Area, but The Trust for Public Lands holds the conservation easement. The property serves as mitigation for the Bonneville Power Administration's Willamette Basin federal hydro-electric dams and reservoirs. Naturally occurring populations of Kincaid's lupine, Nelson's checkermallow and peacock larkspur are present at this site.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.9.2.3 Lancaster Property

The City of Corvallis owns approximately 1.8 ha (4.5 ac) of property with wet prairie habitat adjacent to the County-owned Jackson-Frazier Wetland. These lands, known as the Lancaster Property are managed by the City of Corvallis Housing Division of Community Development. As a result of its location between a residential area and the County-owned Jackson-Frazier Wetland, the area receives light pedestrian traffic. There are natural populations of Bradshaw's lomatium and Nelson's checkermallow and augmented populations of Nelson's checkermallow.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated

5. Species and # introduced/augmented

2.9.3 Oregon State University

2.9.3.0 Butterfly Meadows

Butterfly Meadows is a (0.45 ha [1.1 ac]) meadow owned by Oregon State University. The meadow is surrounded by forest lands. Kincaid's lupine and Fender's blue butterfly are present at the site.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.9.3.1 Soap Creek Ranch

The OSU Department of Animal Sciences operates the Soap Creek Ranch (1,880 acres), which is located 11 miles north of the OSU campus. Approximately 65% of the ranch is open grasslands utilized primarily for forage production, and the remainder is forested. The site supports a large population of Kincaid's lupine, and a scattered population of Nelson's checkermallow.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.9.4 Greenbelt Land Trust

2.9.4.0 Lone Star Ranch

This 80.5 ha (199 ac) property west of Philomath is under conservation easement to the Greenbelt Land Trust. Lone Star includes wet and upland prairie and oak savanna. Portions of the easement may be managed as a mitigation area for purposes of the HCP, provided they are not used as mitigation for any other project. No Covered Species are known to occur at this site.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.9.4.1 Lupine Meadows

Lupine Meadows is a 23.5 ha (58 ac) site with dominant habitats including wetland and upland prairie, ash swale and savanna and riparian forest habitat. Lupine Meadows has a high diversity of native vegetation. The upland prairie supports natural populations of Kincaid's lupine and Fender's blue butterfly. The wetland prairie, ash swales, and

riparian areas support an existing small and scattered population of Nelson's checkermallow (Kaye 2008). Nelson's checkermallow was planted on the western and southeastern sides of the property prior to the HCP.

1. Acres mowed, date mowed
2. Acres grazed with (X livestock during X and Y months)
3. Acres burned, date burned
4. Acres treated with herbicide, date treated
5. Species and # introduced/augmented

2.10 Mitigation Related Habitat Restoration, Enhancement and Management

2.10.0 New Mitigation Initiated (See attached Cooperator Reporting Form D: Mitigation Notices)

- 2.10.0.0 Benton County**
- 2.10.0.1 City of Corvallis**
- 2.10.0.2 Greenbelt Land Trust**
- 2.10.0.3 NW Natural**
- 2.10.0.4 Oregon Department of Transportation**
- 2.10.0.5 Oregon State University**
- 2.10.0.6 Pioneer Telephone Cooperative**

2.10.1 New Mitigation Completed (See attached Cooperator Reporting Form D: Mitigation Notices)

- 2.10.1.0 Benton County**
- 2.10.1.1 City of Corvallis**
- 2.10.1.2 Greenbelt Land Trust**
- 2.10.1.3 NW Natural**
- 2.10.1.4 Oregon Department of Transportation**
- 2.10.1.5 Oregon State University**
- 2.10.1.6 Pioneer Telephone Cooperative**

2.10.2 Work Completed for On-Going Mitigation Projects

[List each mitigation site for each ownership, species being mitigated, then insert acres burned, mowed, grazed or treated with herbicide this year, as reported on Reporting Form B].

- 2.10.2.0 **Benton County**
- 2.10.2.1 **City of Corvallis**
- 2.10.2.2 **Greenbelt Land Trust**
- 2.10.2.3 **NW Natural**
- 2.10.2.4 **Oregon Department of Transportation**
- 2.10.2.5 **Oregon State University**
- 2.10.2.6 **Pioneer Telephone Cooperative**

2.11 Seed Collection

[Information for this section included in Cooperator Reporting Form B: Work Completed-Habitat Restoration, Enhancement and Management].

2.11.0 Total Seeds/Plant Material Collected

	Year 1	Year 2	Year 3
Bradshaw’s lomatium			
Nelson’s checkermallow			
Peacock larkspur			
Willamette daisy			
Kincaid’s lupine (Outside Fender’s Blue Zone)			
Kincaid’s lupine (Inside Fender’s Blue Zone)			
Fender’s blue Nectar Species (Inside nectar zone)			
Taylor’s checkerspot Host Species			
Taylor’s checkerspot Nectar Species			

2.11.1 Detailed Seed Collection Information by Site

See attached Reporting Form(s).

2.12 Effectiveness Monitoring

Effectiveness Monitoring is conducted to determine the success of habitat restoration, enhancement, and management, as measured by tracking species status and habitat condition. Only sites with new effectiveness monitoring data will be included in this report in any given year.

The first year of monitoring data, along with data from any prior surveys, will serve as the site's baseline inventory. Once baseline conditions have been established, they will be followed up with periodic re-sampling (monitoring) occurring at a minimum of every three years. If significant management activities (e.g. prescribed fire) are implemented, monitoring should be conducted at a greater frequency (e.g., to collect pre-and post-treatment data) if needed to supply data for adaptive management, then return to regular three year monitoring cycles.

[Information for this section included in Cooperator Reporting Form C: Effectiveness Monitoring Summary. For each site, insert:

Monitoring Summary-[Was monitoring completed this year? If so, insert "See attached Monitoring Summary Form.", if not, insert 'No effectiveness monitoring required at this site this year".]

Actions in response to any triggered Adaptive Management-[Were any such actions taken? If so, describe. If not, insert "No such actions taken".]

2.12.0.0 Benton County

Bezell Memorial Forest

Fitton Green Natural Area

Jackson Frazier Wetland

2.12.0.1 City of Corvallis

Bald Hill

Corvallis Watershed

Herbert Farm and Natural Area

Lancaster property

2.12.0.2 Oregon State University**Butterfly Meadows****Soap Creek Ranch****2.12.0.3 Greenbelt Land Trust****Lone Star Ranch****Lupine Meadows****Owens Farm**

3 Changed Circumstances

3.1 Additional Federal or State Listed Species in Plan Area

Note additional species listed. Discuss whether Benton County plans to address these species through a major amendment to the HCP and additional formal review process.

3.2 Delisted Species

Note any Covered Species that have been delisted.

3.3 New Wild Population of Fender's Blue Butterfly Discovered outside Fender's Blue Zone

Note any such populations, and whether the County plans to seek additional HCP coverage or refer landowner to USFWS.

3.4 New Invasive Species

Note any new invasive species detected at Prairie Conservation Areas.

3.5 Natural Catastrophes

Describe the location, scope and scale of any natural disasters occurring within the Plan Area.

4 Administration

4.1 Take Allocated

4.1.0 Total Take Issued

	Bradshaw's lomatium (#)	Willamette daisy (#)	peacock larkspur (#)	Nelson's checker-mallow (#)	Kincaid's lupine outside the Fender's Blue Zone	Kincaid's lupine inside the Fender's Blue Zone	Nectar for Fender's blue butterfly (m ²)	Taylor's checkerspot butterfly habitat (m ²)
Home, Farm and Forest Construction								
Telephone Utility Construction and Maintenance								
Natural Gas Utility Construction and Maintenance								
Public Service Facility Construction								
Transportation Activities								
Construction, maintenance, utility work and road approach								
Maintenance, utility and road approach outside known populations								
Water and Wastewater Management								
Agriculture								
Emergency Response Activities								
Total								

4.2 Certificates of Inclusion Issued

As part of Benton County’s incidental take permit, the County has authorization to issue Certificates of Inclusion (take authorization) to persons needing a County permit or agricultural building authorization for impacts to Fender’s blue butterfly habitat resulting from home, farm or forest construction in the Fender’s Blue Zone. The County

may also issue Certificates of Inclusion to HCP Cooperators for activities identified and covered in the HCP.

4.2.0 List by Private Ownership

Benton Count issued a total of [insert number] Certificates of Inclusion to private landowners between [insert dates].

[insert list of Certificates of Inclusion for private landowners]

4.2.1 List by Cooperator

Benton Count issued a total of [insert number] Certificates of Inclusion to Cooperators between [insert dates].

[insert list of Certificates of Inclusion for Cooperators]

4.3 Cooperative Agreements Executed

To obtain a Certificate of Inclusion, a Cooperator must enter into a Cooperative Agreement with Benton County. This agreement sets forth the requirements of the County and the Cooperator entering the agreement, including monitoring and reporting commitments of the Cooperator.

4.3.0 List by Cooperator

Benton Count entered into a total of [insert number] Cooperative Agreements with Cooperators between [insert dates].

[insert list of Cooperative Agreements]

5 References

[insert any references cited.]