



Topic: **Reservoir Committee Agenda Item 2-1** **2018 May 18**

Subject: **Monthly Status Report**

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**Requested Action:**

No action requested. Informational item.

**Detailed Description/Background:**

General Manager and staff to provide an update on project activities for April 2018 for; Program Management & Administration, Engagement & Outreach, Proposition 1, Environmental, Feasibility Study, and Engineering and Technical Support.

**Prior Reservoir Committee Action:**

None.

**Fiscal Impact/Funding Source:**

None.

**Staff Contact:**

Jim Watson

**Attachments:**

Attachment 2-1: April 2018 Status Report

Topic: **Sites Reservoir Project, Phase 1**

Subject: **Monthly Status Report**

Report Period: **2018 April**

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**Monthly Status Summary:**

The Program continues to make progress in the critical areas associated with the rebalancing process, development of a plan to fund Phase 2, engaging with the Water Commission on aspects of the WSIP application; engaging with Reclamation on the requirements for an application for potential WIIN Act funding; development of the Phase 2 work plan, funding, and execution of new Phase 2 participation agreements; and development of the process and documents needed to procure resources at the start of phase 2. In addition, exploratory meetings with USDA indicates they are receptive to a potential low interest loan to benefit participating agencies that provide direct and/or indirect benefits to rural communities. As the requirements for Phase 2 become clearer and given the diversity of our participants, prioritizing the remaining budget will be essential to develop an interim financing plan that works for the participants while preserving flexibility to pursue low-cost options for Phases 3 & 4.

The following highlights the status of activities conducted during the month of April 2018:

**Program Management & Administration:**

Contract Management and Compliance: Continued review and management of consultant contracts and evaluation of their compliance. Processed contract modifications and continued development of consultant contracting files and tracking logs.

Financials:

- Financial Auditor: Provided fiscal years 2016 and 2017 financial materials to the financial auditing firm to conduct onsite audit activities the week of May 21.
- Municipal Financial Advisor Services: Development of an interim finance plan is underway and will include a series of recommendations for consideration in May.

Procurements:

- Bond Counsel: Submitted request for proposals for Bond Counsel Services to 11 bond counsel firms and posted to the Sites Project website. Six proposals were received. Staff recommended the top two firms be interviewed on May 11.
- Advisors: Retained advisors having expertise in banking and finance (Dave Houston) and in Alternative Project Delivery (Mike Loulakis).
- Phase 2 Services: Staff continued to define the process and to prepare a Request for Qualifications that will enable consultants to propose in the nine different service areas.
- Contract: Staff continues to develop a standardized contract to be used as the basis to retain resources for Phase 2.

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Status: Issued for Use  
Purpose: Informational.  
Caveat: Subject to change  
Notes:

Preparer: RDT, JAT, KMS  
Checker: Watson  
QA/QC:

Phase: 1    Version: 0  
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Procurement Plan: Staff continues to advance the procurement plan based that will transition from the current “centralized” engineering and planning approach to the use of multiple competitively-bid design and construction contracts based on the premise of obtaining early contractor involvement.

Phase 2 Work Plan: Staff continues to develop a proposed work plan and associated cash flow.

Administrative Support: Retained, on a part-time basis, administrative staff to support the duties of a board clerk for monthly meetings as well as perform other project administrative functions.

**Engagement & Outreach:**

Continuing to coordinate with landowners, media outlets, state and federal elected officials, and coalitions of regional and statewide organizations; to plan and facilitate meetings and site tours with program stakeholders; and to conduct research into the rich history of the project area.

Conducted project presentations and project site tours for the Colusa County Young Farmers and Ranchers, and an environmental science student group from San Francisco State University. Initiated preparation of several new collateral materials including new general overview brochure, Native Fish Benefits fact sheet, and completed update of the project’s website.

Responded to inquiries from stakeholders, media, and elected officials regarding the status of the California Water Commission’s revised technical evaluation related to the Public Benefit Ratio (PBR) component score and the Sites Project Authority’s appeal and developed revised messaging platform in advance of the Water Commission’s three-day meetings starting May 1.

Monthly Website Usage: 1,515 unique users or visitors and 2,179 times they visited.

**Proposition 1 (WSIP) Application:**

Attended the monthly Water Commission meeting to request their technical reviewers meet with applicants in advance of the April 20, 2018 posting of staff’s evaluation of the Authority’s appeal that was submitted on February 23, 2018 and to request additional meetings with technical reviewers to clarify elements in the August 14, 2017 application related to the other three component scores that will be evaluated by the Water Commissioners in June.

Provided comments to the Commission’s staff regarding their proposed Early Funding Agreement.

**Environmental Documentation (EIR/S):**

Additional comments on the Draft EIR/EIS were received and incorporated into the evaluation and response processes.

**Federal Feasibility Report:**

Working with Reclamation to prepare an application for consideration of federal funding as authorized in the WIIN Act for a locally-led water storage project.

**Engineering & Technical:**

Advancing the risk assessment to incorporate strategies to mitigate risks identified in February.