

# Work Plan for Fiscal Year 2002

February 6, 2002

- I Program Title. Refuge Water Supply Program Refuge Water Conveyance (Wheeling)  
Component of the CVPIA Sections 3406(d)(1) and (2)
- II Responsible Entities.

	Agency	Staff Name	Role
Lead	USBR	Shana Kaplan	Refuge Water Conveyance Program Manager
Co-Lead/Partner	USFWS	Dale Garrison	Refuge Water Supply Coordinator
Cooperating	CDFG	Paul Forsberg	Refuge Water Supply Coordinator
Cooperating	GWD	Don Marciochi	Manager, Grassland Water District

### III Program Objectives for FY 2002

The Refuge Water Supply Program aims to meet the mandate of Section 3406(d)(1) and (2) of the CVPIA; to provide long-term, firm and reliable water deliveries to certain Federal, State, and private wildlife refuges located in the Central Valley of California. In order to do so Reclamation has entered into long-term refuge water supply contracts and conveyance and construction cooperative agreements. The Program has three components; water acquisition, water conveyance and facilities construction. This work plan covers coordination among the components as well as the conveyance component (managing the water supply contracts and conveyance and construction agreement). The refuge water acquisition component is covered in the Water Acquisition Program work plan and the refuge facilities construction component is covered on the Long-Term Facilities Conveyance as well as the San Joaquin Basin Action Plan work plans.

This work plan describes the program objectives that can be met through two types of activities; program management and conveyance cooperative agreements and water supply contract execution.

A. Cooperative Agreement Negotiation. Staff will negotiate interim and long-term conveyance agreements and facility improvement (construction) agreements with cooperating entities.

B. Budget. The Fiscal Year (FY) 02 program budget will be tracked and future years through FY 05 will be developed. Twenty five percent of the program costs are funded by the State of California. Past and current cost-share obligations will be processed. The Fish and Wildlife Service (USFWS) is a program partner. The Bureau of Reclamation (USBR) will coordinate the

program budget with USFWS and split according to program responsibilities.

Program funding is organized in two categories - program management and conveyance cooperative agreements and water supply contract execution. The majority of the funds allocated to this program will be used for conveyance cooperative agreements and water supply contract execution; the program reimburses water delivering entities using cooperative agreements for costs of conveying Level 2 and Incremental Level 4 water supplies through Federal, State, and private water distribution systems to the refuges. Area office staff is responsible for requesting annual conveyance agreement budget and expending funds based on water district submitted invoices for wheeling charges.

C. Interagency Coordination. The USBR program manager organizes and chairs the Interagency Refuge Water Management Team (IRWMT) meetings. This includes coordination with the program partner, USFWS, and with cooperating entities, Grassland Water District (GWD), and the California Department of Fish and Game (CDFG). The team coordinates and develops the annual refuge water delivery schedule and facilitates ongoing water management issues.

D. Planning. Program planning is necessary to ensure the program meets both long-term and short-term refuge water supply needs. The program must comply with all Federal and State laws, monitor program progress, maintain adequate records and provide information to interested parties. Planning includes NEPA compliance, accounting and audits, IRWMT coordination, Level 2 and Level 4 scheduling, WORKS database modifications, Internet applications and refuge facilities maps.

## 2. Conveyance Cooperative Agreement and Water Supply Contract Execution

A. Using water supply contracts the program has agreed to provide certain quantities of water to refuges. Contract execution consists of coordinating with Central Valley Operations office (CVO), the CVPIA Water Acquisition Program and the refuges on water needs and delivery schedules to ensure the contract obligations are met. CVO is responsible for providing Level 2 water supplies and the water acquisition program component is responsible for acquiring Incremental Level 4 supplies.

B. Using cooperative agreements as the funding mechanism, the program reimburses cooperating entities for conveying Level 2 and Incremental Level 4 water to the refuges. The area offices manages a significant portion of the conveyance agreement execution. The South Central California area office in Tracy manages California Department of Water Resources (DWR), Buena Vista Water Storage District, San Luis Canal Company, Grassland Water District (GWD), and Central California Irrigation District cooperative agreements. The Shasta office in Willows manages the Glenn-Colusa Irrigation District, Biggs-West Gridley Water District and

Tehama-Colusa Canal Authority cooperative agreements.

#### IV Status of the Program

The Program is interconnected with other refuge water related programs such as activities in the Water Acquisition Program, Facilities Construction and San Joaquin Basin Action Plan. The Program conveys set quantities of water based on refuge water supply contracts using cooperative agreements with wheeling entities using Project or acquired water. There are allocations for both the Level 2 and Incremental Level 4 water to be supplied to each refuge that serves as the program's targets for water conveyance quantities. However, each year in February and March the CVO and the Water Acquisition Program announce the actual available refuge water quantities for the contract, or water year, that begins in March. At this time an annual water delivery schedule is established for each refuge by the IRWMT. The schedules are reviewed by the CVO, Water Acquisition Program and the refuge water supply program manager in coordination with the IRWMT. Much of the Program's activities are focused on delivering water according to the annual schedules and in compliance with the water supply contracts and associated conveyance cooperative agreements. If the CVO and/or the Water Acquisition Program cannot provide full level 2 or level 4 allocation, then this Program component (conveyance) cannot convey the water to the refuges. Likewise, if either of the construction programs have not completed water conveyance facilities this program cannot deliver water to the affected refuges. It is critical that the Refuge Water Supply Program (conveyance/wheeling), Refuge Construction (both the MP700 and the South Central California offices), and the Water Acquisition Program have close intra agency coordination to ensure the mandate of Section 3406(d)(1) and (2) of the CVPIA is met.

To meet the mandate of the CVPIA, the refuge water supply contracts between USBR and GWD, USFWS, and CDFG identify the requirements of each party to the contract, which includes the quantities of Level 2 and Incremental Level 4 water supplies mandated by the CVPIA to be provided by USBR on an annual basis. There are five refuge water supply contracts; two with DWR for water to Gray Lodge, Los Banos, Volta, Mendota and North Grasslands, two with the USFWS for water to Sacramento, Delevan, Colusa, Sutter, San Luis, Merced, Kern and Pixley and one with GWD for water to the district's lands. The costs shown in this Work Plan under conveyance cooperative agreement and water supply contract section represent the calculated costs of conveying the quantities of water identified in the contracts.

To meet the mandate of the CVPIA, five long-term (30 year) and three interim conveyance cooperative agreements are currently in place and are administered by the Program. The long-term agreements are with San Luis Canal Company, Central California Irrigation District, Glenn-Colusa Irrigation District, San Luis Delta Mendota Water Authority and the Grassland Water District. The three interim agreements are with Buena Vista Water Storage District, Department of Water Resources and Biggs-West Gridley Water District. These interim agreements will continue to provide for refuge water conveyance until the long-term recommended alternatives

identified in the facilities construction component of the Program can be implemented.

USBR area offices manage a significant portion of the agreement negotiation. The South Central California area office, including Tracy office, manages DWR, Buena Vista Water Storage District, San Luis Canal Company, Grassland Water District, and Central California Irrigation District, cooperative agreements. The Shasta office in Willows manages the Glenn-Colusa Irrigation District, Biggs-West Gridley Water District and Tehama-Colusa Canal Authority cooperative agreements.

The program is waiting for the State Task Order to be funded in the State FY02 budget as it was removed from the State budget for funding in FY01.

## V FY 2001 Accomplishments

The Refuge Water Supply Contracts were executed in January 2001 between USBR and GWD, USFWS, and CDFG. The IRWMT was established and has worked to expedite the coordination of monthly water delivery schedules as well as the distribution and management of acquired Incremental Level 4 water supplies. The Incremental Level 4 water supplies are acquired through the Water Acquisition Program.

The FY01 budget allocation of \$5,304,000 has been obligated and the conveyance of Level 2 and the acquired Incremental Level 4 water supplies has been/is being accomplished according to the delivery schedules provided by GWD, USFWS, and CDFG.

Negotiations continued with Biggs-West Gridley Water District and Sutter Extension Water District with minimal progress toward execution of a cooperative agreement.

The Task Order which was developed under this portion of the Refuge Water Supply Program between USBR and CDFG was approved by both parties as well as the DWR. The Task Order was forwarded to the State budget office for approval, however, it was removed from the State budget for funding in FY01. The accomplishment is the fact that format and context will allow for more timely review and approval for the next budget process. There is the possibility that FY01 funding could be realigned later this year to assist with the acquisition of Incremental Level 4 water supplies.

## VI Tasks, Costs, Schedules and Deliverables

### A. Narrative Explanation of Tasks.

1. Program Management. The effort in this task includes all of the Program Objectives addressed in Section III, above.
  - 1.1 Conveyance Cooperative Agreements and Water Supply Contracts Execution
  - 1.2 Long-term and interim agreements which are coordinated through the Willows, Tracy and Fresno USBR Area Offices.

2 USFWS Budget for conveyance, pumping, and administration

Additional Funding Needs.

None known at this time

B. Schedule and Deliverables

#	Task	Dates		Deliverable
		Start	Complete	
1	Program Management (USBR)	10/01/01	09/30/02	<p>A. Conveyance Cooperative Agreements Negotiation.</p> <ol style="list-style-type: none"> <li>1. Fresno area office - Execute new DWR contract by 5/1/02, respond with payment to DWR when previous 12 month wheeling invoice is submitted (waiting on modification from DWR), extend agreement with BVWSD that expires on 2/28/03 for an additional three years, no wheeling activity for Pixley NWR until environmental work and construction facilities identified by Construction Program (activities in MP 700).</li> <li>2. Tracy office -develop new 5-year budget for SLCC, GWD, CCID and SLDMWA agreements.</li> <li>3. Willows office - continue negotiations with BWGWD for long-term conveyance agreement pending OMB Circular A-87 review, execute one year interim agreement with BWGWD while negotiating long-term agreement, continue negotiation for long-term conveyance agreement with Sutter Extension Water District pending construction (MP700) determination of preferred alternative, develop new 5-year budget for GCID agreement.</li> </ol> <p>B. Budget</p> <ol style="list-style-type: none"> <li>1. Fiscal Year 2002. Track FY02 program obligations versus expenditures. Monitor cooperative agreement obligations in coordination with area office staff, delivering entities, refuge managers and IRWMT.</li> <li>2. Future Years. Prepare FY05 activity plan.</li> </ol>

				<ul style="list-style-type: none"> <li>3. Cost-share. Track the State of California, Department of Fish and Game Task Order for program reimbursements per cost-share agreement. Develop FY01 costs reimbursement Task Order.</li> <li>4. USFWS - develop coordinated budgets for partnership efforts</li> </ul> <p>C. Interagency Coordination</p> <ul style="list-style-type: none"> <li>1. Develop annual refuge water delivery schedule</li> <li>2. Develop scope of work for long range water acquisition plan.</li> </ul> <p>D. Program Planning</p> <ul style="list-style-type: none"> <li>1. NEPA. Develop environmental compliance fact sheet. Assess compliance issues to ensure water delivered is covered by existing documentation or develop appropriate documentation working with WAP.</li> <li>2. Accounting. Reconcile level 4 accounts. Continue to improve Level 2 and Level 4 accounting by coordinating with Water Acquisition Program (WAP), MP3600, CVO, and the Area Offices.</li> <li>3. Scheduling. Formalize policies and procedures with WAP, CVO, Area Offices, Refuge Managers and delivering Districts to maintain program flexibility while ensuring adequate funding.</li> </ul>
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				<ol style="list-style-type: none"> <li>4. Database Modification. Work with IT to modify the refuge module for the BOR WORKS database in order to create a database that can integrate the WAP with the Wheeling Program.</li> <li>5. Website. Update existing Refuge Water Supply website and work with the WAP to examine the potential to merge program information onto the WAP public website that can be accessed by the Refuge Managers and the delivering Districts.</li> <li>6. Mapping. Build on existing GIS maps to develop detailed maps of the Refuges and their associated existing and potential conveyance systems.</li> <li>7. Conveyance Losses. Develop a fact sheet of conveyance agreement losses integrated with refuge maps.</li> <li>8. Field work. Visit and inspect construction sites, refuges, and water districts.</li> <li>9. Agreement/contract administration. Develop summary sheets for each.</li> </ol>
2	Conveyance Cooperative Agreement and Water Supply Contract Execution	10/01/01	ongoing 09/30/02	<ol style="list-style-type: none"> <li>A. Conveyance C cooperative Agreements <ol style="list-style-type: none"> <li>1. Summary spreadsheet of agreed upon losses versus actual losses.</li> </ol> </li> <li>B. Water Supply Contracts <ol style="list-style-type: none"> <li>1. Summary spreadsheet of water supply contract quantities versus actual deliveries</li> </ol> </li> </ol>
3	USFWS Partner - Managed Cooperative Agreements	10/01/01	09/30/02	<ol style="list-style-type: none"> <li>A..USFWS Partnership. <ol style="list-style-type: none"> <li>1. Coordinate with the USFWS co-lead for budgeting associated program costs.</li> </ol> </li> </ol>

Explanatory Notes:

The above referenced long-term (30 years) cooperative agreements include the requirement to have funds obligated prior to paying invoices for water conveyed to the refuges and wildlife habitat areas. Some of the agreements include monthly invoicing while some include quarterly invoicing. Due to the method of availability of Restoration Funds, as soon as funds are available, the funds can, and will, be obligated against the agreement with the most urgent need of funds.

## Schedule and Deliverables - Additional Funding Needs.

### Explanatory Notes:

The budget of \$7,800,000 for Refuge Water Conveyance for FY 2002 appears to be adequate, at this time, based on the quantities of Level 2 and Incremental Level 4 water supplies estimated to be requested by the refuges and wildlife habitat areas. However, it should be noted, if the budget is reduced or any portion of the budget prioritized to another program there will not be adequate funding to meet the mandate of Section 3406(d)(1) and (2) of the CVPIA.

### C. Summary of Program Costs and Funding Sources.

#	Task	Total Cost	Funding Sources					
			RF	W&R R	Prop 204			
1	Program Management	\$ 827,238	\$ 827,238	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
2	Funding of Coop. Agreements	\$ 586,072	\$ 586,072	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
3	USFWS Partnership	\$ 1,112,000	\$ 1,112,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total Program Budget</b>		<b>\$7,800,000</b>	<b>\$7,800,000</b>	<b>??</b>	<b>??</b>	<b>??</b>	<b>??</b>	<b>??</b>

### Explanatory Notes:

In accordance with Section 3406(d)(3) of the CVPIA, the State of California has an obligation through direct reimbursement or equivalent in-kind contributions to cover 25% of the costs related to Incremental Level 4 water supplies provided to the refuges and wildlife habitat areas. Based on historic information, to date, there has been no direct reimbursement to Reclamation by the State of California.

### Program Costs and Funding Sources - Additional Funding Needs.

#	Task	Total Cost	Funding Sources					
			RF	W&RR	Prop 204			
	* See Below	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total Program Budget</b>		<b>??</b>	<b>??</b>	<b>??</b>	<b>??</b>	<b>??</b>	<b>??</b>	<b>??</b>

Explanatory Notes: The budget of \$7,800,000 for Refuge Water Conveyance for FY02 appears to be adequate, at this time, based on the quantities of Level 2 and Incremental Level 4 water supplies estimated to be requested by the refuges and wildlife habitat areas. However, it should be noted, if the budget is reduced or any portion of the budget prioritized to another program there will not be adequate funding to meet the mandate of Section 3406(d)(1) and (2) of the CVPIA.



D. CVPI A Program Budget.

#	Task	FTE	Direct Salary and Benefits Costs	Contracts Costs	Miscellaneous Costs	Administrative Costs
1	Program Management	1.2	\$ 135,992	\$ 424,113	\$ 4,762	\$
2	Funding of Coop. Ag'mts	0.5	\$ 0	\$ 5,860,762	\$ 175,000	\$
3	USFWS Budget	0.8	\$ 0	\$ 1,112,000	\$ 0	\$
		0.0	\$ 0	\$ 0	\$ 0	\$
		0.0	\$ 0	\$ 0	\$ 0	\$
	<b>Total by Category</b>	<b>2.5</b>	<b>\$ 135,992</b>	<b>\$ 7,396,875</b>	<b>\$ 1,797,624</b>	<b>\$</b>

Explanatory Notes:

The "0.2" FTE for Program Management is the distributive cost for administration by the MP-410 branch chief and secretary.

CVPI A Program Budget - Additional Funding Needs.

#	Task	FTE	Direct Salary and Benefits Costs	Contracts Costs	Miscellaneous Costs
	* See Below	0.0	\$ 0	\$ 0	\$ 0
		0.0	\$ 0	\$ 0	\$ 0
		0.0	\$ 0	\$ 0	\$ 0
		0.0	\$ 0	\$ 0	\$ 0
	<b>Total by Category</b>	<b>0.0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Explanatory Notes:

The budget of \$7,800,000 for Refuge Water Conveyance for FY02 appears to be adequate, at this time, based on the quantities of Level 2 and Incremental Level 4 water supplies estimated to be requested by the refuges and wildlife habitat areas. However, it should be noted, if the budget is reduced or any portion of the budget prioritized to another program there will not be adequate funding to meet the mandate of Section 3406(d)(1) and (2) of the CVPIA.

E. Quarterly Obligation/Expenditures.

#	Task	Quarter 1	Quarter 2	Quarter 3	Quarter 4
1	Program Management	\$ 206,810	\$ 206,810	\$ 206,809	\$ 206,809
2	Funding of Coop. Agreements	\$ 1,465,190	\$ 1,465,190	\$ 1,465,191	\$ 1,465,191
3	USFWS Budget	\$ 278,000	\$ 278,000	\$ 278,000	\$ 278,000
<b>Total CVPIA Budget by Quarter</b>		<b>\$ 1,950,000</b>	<b>\$ 1,950,000</b>	<b>\$ 1,950,000</b>	<b>\$ 1,950,000</b>

Explanatory Notes:

Quarterly Obligation/Expenditures - Additional Funding Needs.

#	Task	Quarter 1	Quarter 2	Quarter 3	Quarter 4
	<b>* See Below</b>	\$ 0	\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0	\$ 0
<b>Total CVPIA Budget by Quarter</b>		<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

Explanatory Notes: The budget of \$7,800,000 for Refuge Water Conveyance for FY02 appears to be adequate, at this time, based on the quantities of Level 2 and Incremental Level 4 water supplies estimated to be requested by the refuges and wildlife habitat areas. However, it should be noted, if the budget is reduced or any portion of the budget prioritized to another program there will not be adequate funding to meet the mandate of Section 3406(d)(1) and (2) of the CVPIA.

VII Future Years Commitments/Actions.

In accordance with Section 3406(d)(1) and (2) of the CVPIA , commencing with FY02, the Secretary of Interior is obligated to provide the Level 2 water supplies and 100% of the Incremental Level 4 water supplies identified in the contracts. This will require the commitment of funds based mainly on the Activity Plans, which should then be reflected in the annual Mid-Pacific Region Budget justifications, and the Mid-Pacific Region Operating Budget.

To meet the mandate of Section 3406(d) of the CVPIA, in January 2001, USBR entered into long-term (25 year) water service contracts with GWD, CDFG, and USFWS which in part includes USBR's obligation to convey the Level 2 and the Incremental Level 4 water supplies. Based on the mandate and USBR's contractual commitment it is imperative that the dollar amounts identified in the Activity Plans, created for this Program, be included in the Mid-Pacific Region budget justifications, allocated in the Mid-Pacific Region Operating Budget and then not be reduced when the total Restoration Funds are limited, reduced and/or distributed between offices.