



Scope of Work  
January 15, 2024

Wilson Water Group (WWG) is pleased to submit this Amendment No. 2 Scope of Work to the City of Craig (City) to finalize the Water Rights Analysis. This amendment is necessary due to the out-of-scope tasks identified during the Water Rights Analysis effort that are time-sensitive and critical to successful completion of Water Rights Analysis, such as determining that the City holds the Yampa Valley Golf Course Pumps water rights and the Elkhead Reservoir accounting revisions. The tasks accomplish the following objectives:

- Document the water rights and typical irrigation operations of the Yampa Valley Golf Course, including a brief discussion of changes since the 1970s, as part of the *Craig Water Rights Yield Modeling Report*.
- Provide GIS mapping showing the decreed locations of the Yampa Valley Golf Course Pump No. 1 and No. 2 compared to the as-built location of the current pump. WWG will inform the City if the as-built location is within 500 feet of one of the decreed locations.
- Update the *City of Craig Accounting Workbook* to report use of the Yampa Valley Golf Course Pump. Update the supporting documentation. Coordinate with Carl Ray and a Golf Course representative to develop an easy process for the Golf Course to report their use to the City for inclusion in the accounting workbook. Coordinate with Water District 44 Commissioner Sarah Myers to review and approve the updated accounting.
- Coordinate with Division of Water Resources to confirm that the proposed revisions to the Elkhead Reservoir accounting form maintained by the Colorado River District to track the City's California Park Reservoir (CPR) right have been approved. Coordinate with the River District to continue tracking the City's CPR right into the future.
- Assist the City in reviewing their existing drought response plan and/or develop a SOW for a drought mitigation and response plan.

## Tasks

This section provides a detailed description of each task. Note that the numbering starts at Task 9 to indicate additional tasks beyond the original five tasks scoped for the Water Right Analysis and the three tasks scoped in the 1<sup>st</sup> extension.

### **TASK 9 – Yampa Valley Golf Course**

On January 12, 2024, representatives from the City and the Golf Course met to discuss water use at the Golf Course. WWG will document the discussion from the meeting and include in the *Craig Water Rights Yield Modeling Report*. The two key points from the meeting are that the City owns the water right to the Yampa Valley Golf Course Pump No. 1 and No. 2 and that the City allows the Golf Course to use some of the City's shares in the Deep Cut Ditch. These two sources supply the golf course's irrigation system, which includes ponds.

WWG will also provide GIS mapping showing the decreed locations of the Yampa Valley Golf Course Pump No. 1 and No. 2 compared to the as-built location of the current pump. WWG will measure the distance from the as-built location to the decreed locations. If the as-built location is within 500 feet of one of the decreed locations, no further action is needed. If the as-built location is beyond 500 feet, then the City and the Golf Course will need to decide how to proceed. This scope of work assumes that the as-built location is within 500 feet and does not include scope or budget for engineering support if the as-built location is beyond 500 feet.

Finally, WWG will update the *City of Craig Accounting Workbook* to allow the workbook to report use of the Yampa Valley Golf Course Pumps. WWG will start by coordinating with Carl Ray and a Golf Course representative to develop an easy process for the Golf Course to report their use to the City for inclusion in the accounting workbook. This will lay out the best format and timing for the Golf Course to provide information to the City. WWG will also update the supporting documentation and provide to the City. WWG will coordinate with Water District 44 Commissioner Sarah Myers to review and approve the updated accounting workbook (note this workbook is separate from the Elkhead Reservoir accounting).

#### **Task 10 – Elkhead Reservoir Accounting Coordination**

During the water rights review, WWG identified that the City's conditional storage water right, known as the California Park Reservoir right, has multiple decreed beneficial uses that are not decreed for the City's absolute storage right in Elkhead Reservoir. It is to the City's advantage to begin to store under the California Park Reservoir right. In the last diligence case (18CW3032), the Division Engineer identified the need for more robust accounting in order to track California Park Reservoir right in Elkhead Reservoir. Currently, the Colorado River District performs the accounting for Elkhead Reservoir. WWG did not include coordination with the River District to revise Elkhead Reservoir accounting as part of our original scope. However, this is a critical component to the City's water rights portfolios and the topic is time-sensitive as the City prepares to prove diligence prior to the next water court deadline of November 30, 2025.

Under the 1<sup>st</sup> Extension, WWG developed a proposed accounting approach in close coordination with the River District. WWG and the River District met with DWR in March 2023. At that time, DWR committed to reviewing the proposed Elkhead Reservoir Accounting, however, that has not yet happened. WWG confirmed that the River District used the proposed accounting for water year 2023 and showed that the City filled their pool in Elkhead Reservoir with California Park Reservoir water. The River District submitted this version of the Elkhead Reservoir accounting in November 2023. WWG will continue to reach out to DWR and coordinate with the River District to ensure that DWR approves the

proposed accounting approach. This scope includes up to 40 hours of additional revisions to the accounting spreadsheet to address any concerns raised by DWR.

#### **TASK 11 – Scope Drought Mitigation and Response Plan**

As the City of Craig contemplates a future with potentially less water available, the City could create a drought mitigation and response plan. One aspect of mitigation is to develop a municipal conservation program. The City could help residents and businesses reduce their water use through a variety of measures, such as water efficient appliances, leak reduction, or convert landscaping to low-water use plants. The response portion of the plan would outline the level of service that the City provides under average conditions and establish triggers for imposing drought restrictions in water deliveries. If the City authorizes this task, WWG will work with City staff to develop a draft scope of work that the City can use to solicit contractors to develop a Drought Mitigation and Response Plan.

#### **Schedule**

This amendment will begin January 1, 2024 and will expire December 31, 2024.

#### **Budget**

WWG’s effort for these additional tasks will be billed on a time and materials basis not to exceed \$5,000 using the following rate sheet.

<b>Task</b>	<b>Description</b>	<b>Budget</b>
9	Yampa Valley Golf Course	\$2,400
10	Elkhead Reservoir Accounting Coordination	\$7,960
11	Scope Drought Mitigation and Response Plan	\$2,960
<b>Total</b>		<b>\$13,320</b>

	<u>Hourly Rate</u>
PRINCIPAL .....	\$ 210.00
SENIOR PROJECT MANAGER .....	\$ 190.00
PROJECT MANAGER .....	\$ 170.00
SENIOR PROJECT ENGINEER.....	\$ 150.00
PROJECT ENGINEER.....	\$ 140.00
SENIOR STAFF ENGINEER .....	\$ 130.00
STAFF ENGINEER .....	\$ 120.00
GIS SUPPORT .....	\$ 100.00
ADMINISTRATIVE SUPPORT .....	\$ 95.00

Travel costs associated with airfares, airport parking, hotels, and meals will be billed as direct expenses. Mileage for automobile travel will be billed at the current Federal GSA POV mileage reimbursement rate. Other direct expenses may include report and presentation copy costs, dependent on the number of pages/copies required.