

# Program Manager Report

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July 13, 2020

## General Updates:

- Golden State Risk Management Authority trainings offered (email sent 6/30/20)
  - Reducing Stress in the Workplace, July 9 (past)
  - [Ralph M. Brown Act Training, August 4<sup>th</sup> @9:30-11:30AM](#)
  - [How to Conduct a Tailgate Safety Training\(and overcoming the fear of public speaking\), August 6<sup>th</sup> @10AM](#)
  - [Safe Driving Practices, September 10<sup>th</sup> @10AM](#)
  - [Customer Service for Public Entities, featuring "Give 'em the pickle!", October 8<sup>th</sup> @10AM](#)

## Administrative Updates:

- Continued coordination with Mary Fahey, Colusa Groundwater Authority (CGA), and others as needed to organize and direct joint tasks and upcoming activities
- Northern Sac Valley Inter-Basin Coordination Staff Level communication and planning for next meeting (facilitated)
- Various meeting preparations and post meeting tasks
  - Board
  - CGA/GGA Joint TAC
  - Project coordination meetings
  - Executive Committee
- Fiscal Year 2020/2021 Budget Worksheet preparation for Glenn County (will submit once minutes are available)
- Finalize Resolutions
- Various website updates

## Project Updates:

- Outreach (June/July)
  - A modified approach to providing information during permit renewal appointments has been implemented to ensure outreach materials are still distributed, individuals can sign up for interested parties lists, and ask questions
  - Updates provided at the Northern Sacramento Valley Integrated Regional Water Management Technical Advisory Committee meeting (6/17/20)
- Colusa Subbasin GSP Development Proposition 1 & Proposition 68 Grant (CGA contracting agency)
  - Invoicing to CGA for GSP Development tasks will be submitted in mid-July for consultant project invoices received April-June 2020
  - Upcoming: Invoice and Progress report coordination for April-June 2020
  - Agreement Amount: \$1,999,600; Billed: \$153,974.65 (through March 2020- Invoice 6)
- HCM/Water Budget Project Update (GGA contract with Davids Engineering)
  - Continuing bi-weekly meetings with M. Fahey, L. Hunter, and consulting team on project updates (now also merged with GSP Development bi-weekly meetings)

- The anticipated completion date listed in the contract is April 30, 2020; there may be a need to amend the contract with an updated schedule; staff will work with legal counsel and Davids Engineering staff to determine next steps
  - Contract Amount: \$378,000; Spent: \$256,906.40
- Colusa Subbasin GSP Development (GGA contract with Davids Engineering)
  - Management Team and facilitation lead continue to outline immediate next steps, target meeting dates and topics, and interim milestones, especially as they relate to outreach
  - Initiated bi-weekly meetings with M. Fahey, L. Hunter, and consulting team on project updates (merged with HCM/Water Budget bi-weekly meetings)
  - Planning for Joint TAC meeting (7/24/20)
  - Preparing notice to proceed for option task: Funding Mechanism Evaluation
  - Contract Amount: \$834,800; Spent: \$3,529.00 (Does not yet include additional projects or option task)
- Technical Support Services (TSS) Project (CGA is DWR's point of contact)
  - Continue to explore possibility of requesting services for translating materials or other needs
- Facilitation Support Services (CGA lead)
  - Continue to exploring future needs and potential requests for services
- CGA/GGA MOU
  - Executed MOU received
- Long-Term Funding
  - Coordination with Provost & Pritchard Consulting Group regarding Tax Year 2020-2021 Direct Charge Preparation contract approval
  - Addendum to Agreement with Provost & Pritchard executed and sent to project lead
  - Reviewed the direct charge instructions packet for 2020 received from Glenn County Department of Finance
- Fiscal Year 2019/2020 Annual Audit
  - Engagement Letter reviewed by Counsel, signed, and sent to project lead
  - Site visit scheduled for mid-November to coincide with Glenn County's audit