

Soap Lake Floodplain Preservation Project PROJECT ASSESSMENT AND EVALUATION PLAN

A. Funding Program

The Soap Lake Floodplain Preservation Project (Soap Lake Project) is funded by Proposition 50 Integrated Regional Water Management and local matching funds.

B. Project Description

The Soap Lake Project, Phase 1 provides non-structural flood protection through preservation of approximately 9,000 acres of agricultural lands. It is the first phase of the long-term recommended non-structural, 100-year flood protection project developed by the Pajaro River Watershed Flood Prevention Authority (FPA). The Project provides flood protection in the lower Pajaro River Watershed by preserving the Soap Lake floodplain. The floodplain provides natural flood storage and attenuation characteristics for the Pajaro River watershed and reduces the flow that needs to be conveyed through the downstream channel. The project, in conjunction with the United States Army Corps of Engineers' (Corps) Levee Reconstruction Project, will ultimately provide 100-year flood protection for the City of Watsonville and surrounding farmlands.

Background

Flooding throughout the lower Pajaro River reaches is a hazard to public and private property, including residences, agriculture, highways, watercourses and environmental resources. Although efforts have been made in the past by individual agencies in the region to protect against flooding, the recent Pajaro River Watershed Study, completed by the Pajaro River Watershed FPA, demonstrated that the ultimate solution to flooding will require coordination of the structural downstream Pajaro River Levee Reconstruction Project and the Soap Lake Project. The combination of these two projects will maintain current storm flow water levels downstream and is considered to be the most feasible flood protection alternative to protect the region, its population, industry, and resources.

The Soap Lake area is a significant region of the Upper Pajaro River Watershed. The tributaries of the Upper Pajaro River converge with the Pajaro River along the Soap Lake floodplain, and the Gilroy-Hollister Valley Groundwater Basin, which lies beneath Soap Lake, is the watershed's major groundwater basin. During significant rainfall events, the low-lying areas of Soap Lake become flooded and storm flow backs up on the Pajaro River upstream of its confluence with the San Benito River. Functioning in this manner, the Soap Lake floodplain is a natural detention basin in the upper Pajaro River watershed, storing water and reducing peak flows that would otherwise increase flooding in the lower portions of the Pajaro River watershed.

Soap Lake plays a critical role in the attenuation of flood flows, reducing the impact of the 100-year flow in the Lower Pajaro River Watershed. In order to maintain this floodplain function, the Soap Lake Floodplain Preservation Project will implement a series of conservation easement acquisitions, which will restrict development that can hinder the flood attenuation benefits of the floodplain. Beyond the flood benefit, these conservation easements can also serve as opportunities for major eco-system restoration and groundwater recharge.

Land and easement acquisitions have begun in the Soap Lake floodplain and have been implemented by implementation partners of the FPA. Current as of August 2007, approximately 1,969 acres have been protected by conservation easements. Therefore, approximately 7,131 acres remain to be preserved. Funds for these acquisitions

have come from implementation partners, including The Nature Conservancy, Silicon Valley Land Conservancy, Santa Clara Open Space Authority, Wildlands, Inc., and the Santa Clara Valley Water District.

Description

The Soap Lake Project, Phase I, is the first phase of the long-term recommended non-structural, 100-year flood protection project developed by the Pajaro River Watershed FPA. The implementation of this project will enact flood protection in the Pajaro River watershed through land preservation.

The Soap Lake Project will protect the current floodplain attenuation benefits provided by the Soap Lake area in the upper Pajaro River watershed by preserving land in agricultural or open space through fee title acquisition and flood and conservation easements. The Soap Lake Project will protect approximately 9,100 acres of agricultural lands in the upper Pajaro River Watershed, the approximate area inundated by the 100-year flood flows. The project would maintain the current hydrologic and hydraulic conditions at the existing project site and adjacent properties. Furthermore, the floodplain limits would not be changed. This project does not include the construction of any structural facilities or the development of any additional storage.

Goals and Objectives

The primary goal is to preserve the current floodplain attenuation benefits provided by the Soap Lake area. The Project addresses prevention of flood damage to homes, businesses and agricultural lands in the watershed. Combined with other projects included in the overarching IRWMP, the ultimate goal of the program is to provide flood protection from the 100-year flood event. More directly, the goals and objectives of the Soap Lake Project include:

- Maintaining the current hydrologic and hydraulic conditions at the existing project site and adjacent properties
- Protecting 9,100 acres of agricultural lands in the upper Pajaro River Watershed
- Preserving ecologic and stream functions, and enhancing when appropriate
- Provide community benefits beyond flood protection, such as open space, recreation, agricultural preservation
- Minimize adverse effects on biological and cultural resources, including riparian habitats, habitats supporting sensitive plant or animal species
- Identify opportunities for open spaces, trails and parks.
- Contribute to the long-term sustainability of agricultural, commercial, industrial and urban land uses and activity within the basin.
- Aid in meeting TMDLs for the Pajaro River watershed.

C. Problem Statement

If the Soap Lake floodplain was to be developed, and the existing upstream natural flood storage characteristics eliminated, flood flow peaks would increase downstream. It is estimated that the loss of the existing Soap Lake floodplain would increase the 100-year peak flow downstream from 44,400 cubic feet per second (cfs) to 60,000 cfs (*Soap Lake Floodplain Preservation Project Final Initial Study and Negative Declaration*, March 2005, Page 1-7). This is a possible increase of 15,600 cfs. It is important to note that this project would not reduce the magnitude of flood flow peaks, but would prevent increases in flood flow peak magnitude in the long-term that may cause additional property damage and possibly loss of life. In other terms, the project would not decrease expected average annual flood damage, however, the project would prevent increases in

average annual flood damages. Working in conjunction with the Lower Pajaro River Levee Reconstruction Project downstream, the Soap Lake Floodplain Preservation Project would provide 100-year flood protection (*Soap Lake Floodplain Preservation Project Final Initial Study and Negative Declaration*, March 2005).

Preservation of the Soap Lake floodplain through the Soap Lake Floodplain Preservation Project is essential to the success of the Lower Pajaro River Levee Reconstruction Project. If the Soap Lake floodplain is not preserved, the proposed levee design will not provide adequate protection during the 100-year flood event because the design assumes that the storage and flood attenuation afforded by the Soap Lake floodplain will be available. Furthermore, without the preservation of Soap Lake, garnering the local support necessary to implement the Lower Pajaro River Levee Reconstruction Project will be difficult.

D. Project Activities or Tasks

This section details the specific activities that will be performed to implement the proposal. The Soap Lake Floodplain Preservation Project includes six implementation tasks. Of these six tasks, three have been completed. The work items described in this section include:

Task 1: Program Administration (On-going)
Task 3: Land Purchase/ Easement (On-going)
Task 6: Other Tasks

Task 1: Project Administration

As the lead administrator, the FPA will distribute funds to eligible entities for land and easement acquisitions to implement the Soap Lake Floodplain Preservation Project.

Task 1.1 Develop/Establish/Revise Guidelines and Request for Proposal (RFP)

In order to distribute funds on a competitive basis, a request for proposals (RFP) will be developed to commence Phase I of the Soap Lake Project. The RFP development will involve, but is not limited to, the development of grant guidelines which establish eligibility requirements, appropriate match percentage, proposal scoring process and criteria, and program timeline and proposal submittal schedule to final approval of grant awards. The Authority Board of Directors will approve the grant guidelines and authorize distribution of the RFP.

Deliverables:

- Grant Guidelines
- Request for Proposals

Milestones:

- Board approval of grant guidelines
- Board authorization to issue Request for Proposals

Task 1.2 Open Enrollment RFP

The RFP developed in Task 1.1 shall be an “open enrollment” RFP. The purpose for this is to allow eligible applicants access to acquisition funding as soon as land becomes available. If

proposal applicants meet RFP criteria, they will be eligible for funding. As the program grows, the open-enrollment RFP shall be evaluated on an annual basis for necessary updates and changes to the funding program. Once RFP changes have been reviewed and approved by the Authority and other necessary entities, such as legal counsel or real estate experts, then the revised RFP will be re-released once per year. The tentative annual month of release shall be August to occur soon after the start of the state fiscal year. The release of the RFP shall be advertised in local newspapers and through mailers to project partners and watershed stakeholders.

Deliverables:

- Newspaper advertisement
- Mailer notifications

Milestones:

- Issuance of the RFP

Task 1.3 Review Proposals

A thorough review of all proposals will be conducted by the Authority to determine applicant eligibility. At a minimum, proposals will be reviewed for project applicability to the Soap Lake Project and compliance with the goals and objectives of the Authority, and will be evaluated for conformity with the criteria outlined in the RFP. The willingness of the landowner to sell and the demonstrated ability of the purchaser to adhere to necessary easement provisions for the preservation of the Soap Lake floodplain shall be clearly demonstrated, as well.

A list of the proposals submitted to the Authority for the Soap Lake Project will be maintained for the duration of the project. A metric for proposal review shall be a final computed score and a results discussion between the applicant and the Authority.

Deliverables:

- List of proposals submitted
- Summary of findings and score for each proposal

Task 1.4 Grant Recipient Recommendations

Grant recommendations for land and easement acquisitions in the Soap Lake floodplain shall be made on an on-going basis as proposals are received and reviewed for those components discussed in Task 1.3. The structure of proposal review and project recommendations will be developed in more detail and finalized in the first quarter of Phase I.

Deliverables:

- List of Grant Recipient Recommendations
- Recommendation letters to grantees

Task 1.5 Grant Agreements Development

The Authority would be the grant contract administrator for the grants that are provided to partners for the protection of Soap Lake. All agreements, contracts, and MOUs related to the administration of this program will be developed by the Authority. For each proposal funded through the Soap Lake Floodplain Preservation Project, the Authority would also write in oversight of the easement transaction process and coordination with the landowner into any grant agreements. Such oversight will ensure that the objectives of the Authority and project will be met by the chosen projects.

Deliverables:

- Draft Grant Agreement Template, grant agreements, contracts, memoranda of understanding

Task 1.6 Review Easement Documents

For any proposed acquisition associated with the Soap Lake Project, the Authority shall review the easement document. The Authority shall ensure that the easement provisions will protect the flood attenuation benefits and meet the Authority's goals. The Authority shall provide implementing partners in advance with conservation easement provisions that will meet the Authority's goals. The Authority would also review the easement provisions with respect to the Authority's on-going role in monitoring, commenting, right-of-notification of change in ownership and proposed amendments to the easement, and successors to grantee. Easement agreements should be written to give the Authority staff the ability to inspect the property with the implementing partner.

Deliverables:

- Easement provisions
- Easement agreements

Task 1.7 Informational and Public Outreach Program

It is anticipated that there will be many questions from the community as to how the project will be implemented, how the Project will benefit or impact them, and how individuals can participate and get involved.

An informational program shall be developed to ensure that targeted landowners within the floodplain were made aware of opportunities for land preservation. The Authority shall draft materials for handouts or mailings that describe the program's goals and objectives, an overview of the need for the program, a history of land acquisitions to date, a list of partners, and financial benefits/costs to the landowner including tax benefits. A list of contact information for interested parties, such as landowners, realtors, agencies, and other groups interested in the program, shall be maintained.

Meetings will be held where land trust staffs discuss the financial incentives and costs associated with land preservation. These meetings could be for groups or conducted one-on-one with interested landowners. If appropriate, a press release or media event may publicize acquisitions and explain its benefits to the community. This may generate more interest from other landowners within the floodplain.

The Authority shall post the on-going success of the program on their website and shall mail information to all landowners in the area to keep them apprised of the program. The Authority may also assist the implementing partners with their outreach efforts.

Deliverables:

- Public Information Flyers (handouts, mailings, and other applicable products as developed)
- List of Interested Parties
- Agendas and Meeting Summaries of Public Meetings (held by the Authority, Land Trusts, and Other Relevant Parties)
- Press Releases
- Website postings

Task 1.8 Database Maintenance

The Authority shall act as the central point of contact for the status of in-progress acquisitions, potential acquisitions, and past history of acquisitions within the Soap Lake floodplain. Information shall be kept on all acquisitions within the floodplain, including those acquisitions by land trusts, such as The Nature Conservancy, California Department of Fish and Game, Santa Clara County Open Space Authority, and Silicon Valley Land Conservancy (formerly Land Trust for Santa Clara County).

The Authority shall maintain maps of the floodplain with each parcel delineated. Maps shall be developed in GIS and may have layers with information such as ownership, partners involved, acquisition status, prime farmland designations, county jurisdiction, adjacent waterways, and other environmental information, as available, while maintaining confidentiality where necessary. The Authority shall also maintain a list of agencies, organizations, and firms who could assist in easement transactions such as appraisers, brokers, realtors, surveyors, environmental consulting firms, and more.

Deliverables:

- Floodplain map of acquired parcels/easements
- Database of acquired lands/easements (parcel acquisition database)
- List of resources (partner agencies, organizations, experts)

Task 1.9 Partner Facilitation

The Authority has identified interested partners and maintains on-going communications with each partner through regular meetings, conference calls and e-mail. The Authority shall inform all partners of the on-going status of acquisitions, facilitate inter-agency cooperation, share strategies, work on joint projects, and ensure that the project goals are being met through acquisitions.

A Memorandum of Understanding (MOU) shall be developed to help formalize the collaboration effort. Each partner shall sign an MOU that outlines conditions and goals that the Authority hopes to accomplish. The coordination of tasks – securing funding, public outreach, and landowner contact – shall all be done jointly and details in the agreement shall point out responsibilities for specific tasks. The MOU shall specify a regular meeting interval, such as monthly for the next five years, with an evaluation performed at the end of each year to assess the group's progress. Established partners who have signed an MOU may be promoted through the Authority's website. A link to their website or program information could be included.

Milestone:

- Monthly partner meetings

Deliverables:

- MOUs, Partner Agreements, Contracts
- Partner Meeting Agendas, Meeting Summaries, and Other Applicable Documentation
- Website postings for partners

Task 3 – Land Purchase/ Easement (Partner Implementation)

The tasks in this work item come directly from the *Soap Lake Floodplain Preservation Project Final Initial Study and Negative Declaration, Attachment G: Implementation Plan*. March 2005. Page 17-19, 22-23. Work items in Task 3 will be performed by Implementation Partners that receive grant funds through the Authority for the Soap Lake Floodplain Preservation Project.

Land and easement acquisitions have begun in the Soap Lake floodplain and have been implemented by Implementation Partners of the Authority. Approximately, 2,900 acres have been protected thus far. Therefore, since the 100-year floodplain is approximately 9,100 acres, about 6,200 acres remain to be preserved.

To further these efforts and to support the greater Pajaro River watershed flood prevention goal, the Authority is requesting \$3.825 million for additional land and easement acquisitions within Soap Lake to protect the existing flood flow storage and attenuation benefits it affords the watershed.

The Authority’s collaboration with implementing partners will be crucial to the success of the program. The partners would continue their efforts in acquiring land and easements within the Soap Lake floodplain through landowner and public outreach, completing the steps needed to obtain easements, holding title to the land (in fee or easement), and providing monitoring. The partners may also help establish an agricultural mitigation bank, if deemed appropriate. All land acquisition work completed by the implementation partners for the Soap Lake Project shall involve cooperation with and oversight by the Authority. However, the responsibility for all deliverables listed for this task is borne by the implementation partner who will hold the fee title or easement title. These deliverables are not considered submittals to the State, but rather they represent the documentation necessary to complete land and easement acquisitions, and must be completed pursuant to standard real estate and legal practices to preserve Soap Lake and its natural floodplain benefits. The Authority will be proactively involved in the land acquisition process by assisting the partners whenever possible at every phase of Soap Lake floodplain acquisitions.

Implementation partners shall hold the fee title or easement title. If a partner holds the easement, the Authority may be a co-easement holder or listed as a cooperating partner with specific rights. These rights shall include notification of change in ownership, notification if the partner wishes to sell the easement or if the partner dissolves, the Authority’s role in monitoring, and proposed amendments to the easement, and successors to grantee.

There are some situations where a third-party is needed to hold an easement temporarily. For example, if an implementation partner purchases land in fee title with the intent to sell the land with an easement, a third-party would need to hold the easement temporarily (since the landowner cannot hold and sell the easement simultaneously). The American Farmland Trust has been used in this role for the Carnadero Preserve acquisition (*Soap Lake Floodplain Preservation Project Final Initial Study and Negative Declaration, Attachment G: Implementation Plan*. March 2005. Page 12; Document is available on the Attachment 8 CD), and may be considered for other acquisitions on a case-by-case basis. Other land trusts shall be considered to fill this role, if needed, throughout the term of the Soap Lake Project.

Task 3.1 Contacting Land Owners and Owner Outreach

Each land trust or agency has their own public outreach efforts and the Authority would assist them with their outreach programs. The land trusts also may have established relationships with land owners and would make contact directly with them.

Task 3.2 Obtaining Land/Easements

The Authority has forged partnerships with cooperating land trusts to obtain conservation easements within the floodplain. With oversight from the Authority, the land trusts would be responsible for completing the steps outlined below to obtain an easement within the Soap Lake floodplain:

- **Qualified Appraisal.** A “qualified appraisal” includes: a description of the property, information on the appraiser’s qualifications, the valuation method used to determine fair market value, and a description of the fee arrangement between the appraiser and the donor.

Deliverable: Parcel Appraisals

- **Funding.** The partners would be responsible for securing funding for transactions where they will hold the title or easement. The typical process is to apply for funding grants from government and private sources. The Authority could provide a letter of support or assist with the funding application process as described under the Role of the Authority. Some groups, such as The Conservation Fund, also can provide bridge financing for land acquisitions (fee and easement) when funding is not immediately available.

Deliverable: Funding Proposals

- **Sales Agreement.** Between the time the parties come to an agreement and the time they are ready to acquire the easement, a title search must be completed, an environmental assessment may be ordered, and the grantee may need time to raise funds for the purchase. To document the parties’ commitment during this period, which often can take several months, it is wise to have a written agreement prepared and signed by the parties. This agreement can take the form of a standard real estate sales contract, in which the easement buyer makes a deposit towards the purchase price. In other instances, the preferred agreement would be a letter contract requiring the landowner to reimburse the municipality for title and other costs should the landowner subsequently withdraw from the transaction. The partner that intends to hold the easement would be responsible for preparing a sales agreement.

Deliverable: Sales Agreements

- **Baseline Documentation.** An analysis of the property’s conservation values should be performed. This is an IRS requirement for landowners who intend to take a charitable tax deduction and a way for easement holders to conduct meaningful inspections in the future. The partner would prepare a report – called “baseline documentation” – that describes the condition of the property at the time the easement is placed on it and identifies the property’s important resources and any threats to those resources.

Deliverable: Baseline Documentation

- **Title Search.** An entity acquiring a conservation easement should always do a title search to check for liens, encumbrances, or other problems with the property’s title. Title information furnishes the legal property description that must be included in any land transfer document. A title insurance policy is recommended for every purchased easement. Title insurance

protects an easement holder from financial loss resulting from defects in the property's title, other than defects that are listed and excluded from the title insurance policy. Some grantees obtain title insurance for donated easements as well. The cost of title insurance usually is borne by the entity acquiring the easement. The partner that intends to hold the easement would be responsible for obtaining both the title search and title insurance.

Deliverables: Title Search and Title Insurance

- **Environmental Assessment.** A Phase I environmental assessment shall be conducted to document the environmental condition of the property prior to acquisition. The assessment includes a site inspection of the property (and neighboring properties), review of past uses of the property (and neighboring properties), and could include ground or water sampling if necessary. A geology report may also be needed if mineral resources are potentially present at the site. These reports would be obtained by the partner and kept in their files. Copies of the report may be provided to the Authority.

Deliverables: Phase I Environmental Assessment (required) and Geology Report (if necessary)

- **Drafting the Easement Document.** The easement document will list mutually agreed-upon use and development restrictions and will specify which parcels (or portions of parcels) are covered by those restrictions. The partner would draft the easement and negotiate the document with the landowner. The easement should be prepared following the required and suggested easement provisions provided by the Authority.

Deliverables: Easement Document

- **Survey.** A survey may be required if the property boundaries are unclear or in dispute, or if grant funds are being used. If necessary, the partner would arrange for the survey to be conducted.

Deliverables: Property Survey

- **Closing/Recording.** A real estate closing is completed after all the conditions of the easement have been agreed on. The title company or buyer's attorney generally handle the closing. After the grantor and grantee have signed the document, the easement is recorded on the deed at the county recorder's office.

Deliverables: Closing/Recording Documentation

Task 3.3 Annual Monitoring

Part of upholding the legal terms of the easement will include parcel compliance monitoring and reporting. The grantee (implementation partner) shall be responsible for monitoring and enforcement responsibilities, but this does not preclude the Authority from assisting with this responsibility or in providing their own monitoring if authorized. Currently, the Authority's eight agency members contribute \$8,000 annually to support the administration of the Authority. During implementation of the Soap Lake Project, the Authority administration could include support for compliance monitoring.

Deliverable: Compliance Reporting Documentation

Task 6: Other Tasks

Other tasks include program assessment, evaluation, reporting, parcel site visits, and easement compliance tracking. This is an important task by which to measure the on-going success of the Soap Lake Floodplain Preservation Project implementation. After land and easements have been acquired, field visits will be conducted and records kept as to the compliance with easement provisions. Success of the Soap Lake Project and the associated Pajaro River Levee Reconstruction Project relies on the continued availability of the flood water storage and attenuation provided by the Soap Lake area. Therefore, parcel observations and compliance with flood control easement provisions are essential to protecting communities and resources downstream, as well as important to maintaining the many benefits of preserving Soap Lake in its existing agricultural and undeveloped state for surrounding communities.

Task 6.1 Program Evaluation and Reporting

The Authority shall regularly evaluate the effectiveness of the program and suggest any modifications to be made, as well as report on the progress and accomplishments of the Soap Lake Project. Program aspects to evaluate and consider include, but are not limited to, outreach effectiveness, acquisition strategies and rate, priority targets for acquisition, role of partners, implementation schedule, and other funding sources.

The Authority will prepare quarterly and annual reports that will be provided to the State Water Resources Control Board and the Department of Water Resources. These reports will also be available to all partners and the general public for review. The quarterly reports shall document, at a minimum, project progress, issues, changes, and accomplishments since the last quarterly report. Annual reports will summarize all program findings for the previous year, as well as evaluate and discuss overall program effectiveness and percent of acquisition by acreage and priority parcel.

Although this task describes evaluation and reporting on the Soap Lake Project program performance, a more refined Project Assessment and Evaluation Plan (PAEP) shall be developed upon the initiation of project implementation. The PAEP will provide the framework for how the Authority, as the program administrator, will assess, evaluate, and report implementation performance and proposal achievements for the Soap Lake Project.

If necessary, this task will include the development of a Labor Compliance Plan to conform with California Labor Code as regulated by the Department of Industrial Relations, Division of Labor Statistics and Research .

Milestone:

- Periodic report submittals to State

Deliverables:

- PAEP
- LCP
- Quarterly Reports
- Annual Reports

Task 6.2 Parcel Site Visits and Outreach

The Authority shall develop a standard checklist for annual field visits to acquired parcels. The checklist will be utilized to ensure that flood attenuation benefits of the Soap Lake Project are

maintained. This form shall be provided to each implementing partner for their use during their post-acquisition outreach efforts, such as site visits and other landowner outreach (letters and telephone calls).

The Authority shall maintain a right to accompany partners on the annual field visits. The easement agreement shall be written to give the Authority the ability to inspect the property with the implementing partner. During such site visits, parcels shall be assessed for easement provision compliance. Authority staff could visit the property and respond to landowner's questions and requests.

Milestone:

- Annual inspection of parcels

Deliverables:

- Checklist for post-acquisition field visits

Task 6.3 Provision Compliance and Reporting

The Authority will maintain records regarding parcel compliance with easement provisions. Compliance status will be determined from the field visit checklists and other notes and data gathered by the Authority and/or Implementation Partners during field visits and other outreach. The Authority shall also maintain adequate records of actions taken post-acquisition, such as amendments to the easement, amendments to the successors to the grantee, and right-of-notification of change of ownership. Any interpretations, changes and associated decisions shall be recorded. Information gathered shall be summarized by the Authority for reporting purposes, and will be included in the appropriate quarterly and annual progress reports submitted to the DWR and SWRCB.

Deliverables:

- Completed checklists per acquired parcel/easement with other field notes
- Compliance status worksheet
- Written actions per acquired parcel: interpretations, issuance of concurrence or dissent to proposed easement changes

Submittals to the State

Submittals to the State were identified in the work items and are summarized in the table on the following page. All submittals will be delivered to the State by PVWMA.

Work Item	Deliverable	Estimated Submittal Date
Task 1.1 Develop/Establish/Revise Guidelines and Request for Proposal (RFP)	Grant Guidelines Request for Proposals	9/2008 9/2009 (Annual update will occur)
Task 1.2 Open Enrollment RFP	Newspaper advertisement Mailer notifications	9/2008 (Published annually) 9/2009 (Sent out annually)
Task 1.3 Review Proposals	List of proposals submitted Summary of findings and score for each proposal	11/2008 (updated as appropriate) 11/2009 (provided upon grant decision)
Task 1.4 Grant Recipient Recommendations	List of Grant Recipient Recommendations Recommendation letters to grantees	1/2009 (on-going, open enrollment RFP) 1/2010
Task 1.5 Grant Agreements Development	Draft Grant Agreement Template, Grant agreements, contracts, memoranda of understanding	2/2009 (on-going as grants are awarded)
Task 1.6 Review Easement Documents	Easement provisions Easement agreements	2/2009 (developed as needed) 2/2010 (developed as needed)
Task 1.7 Informational and Public Outreach Program	Public Information Flyers (handouts, mailings, and other applicable products as developed) List of Interested Parties Agendas and Meeting Summaries of Public Meetings (held by the Authority, Land Trusts, and Other Relevant Parties) Press Releases	8/2008 (Biannual public outreach documentation) 8/2009 (update as needed) 8/2008 (developed as needed) 9/2008 (Quarterly)
Task 1.8 Database Maintenance	Floodplain map of acquired parcels/easements Database of acquired lands/easements (parcel acquisition database) List of resources (partner agencies, organizations, experts)	4/2009 (Map revised per acquisitions) 4/2009 (Maintained per acquisitions) 10/2008 (updated as needed)
Task 1.9 Partner Facilitation	MOUs, Partner Agreements, Contracts Partner Meeting Agendas, Meeting Summaries, and Other Applicable Documentation	Developed as needed Quarterly Partner Meetings Added as appropriate
Task 6.1 Program Evaluation and Reporting	PAEP Quarterly Reports Annual Reports	8/2008 10/2008 (Quarterly on-going) 2/2009 (Annually on-going)
Task 6.2 Parcel Site Visits and	Checklist for post-acquisition field visits	5/2009 (Updated periodically)

Work Item	Deliverable	Estimated Submittal Date
Outreach		
Task 6.3 Provision Compliance and Reporting	Completed checklists per acquired parcel/easement with other field notes Compliance status worksheet Written actions per acquired parcel: interpretations, issuance of concurrence or dissent to proposed easement changes	12/2009 (On-going during wet season) 05/2010 (Updated per acquisitions) 07/2010 (On-going as needed)

E. Category of Project Activities or Tasks

Project activities and tasks fall into the Beneficial Use Improvement and Protection category.

F. Project Goals and Desired Outcomes

Project Goals

1. Maintain the existing flood protection benefits provided by the Soap Lake floodplain.
2. Preserve existing flood attenuation by implementing land management strategies throughout the watershed.

Desired Outcomes

1. Maintain the existing hydrologic and hydraulic conditions of the Soap Lake Floodplain for flood water attenuation and storage.
2. Preserve 100-year Soap Lake floodplain (9,100 acres) with the collaboration of local communities, landowners, land use authorities, and other stakeholders.

G. Performance Measures Table

The Performance Measures Table is shown on the following page.

Project Performance Measures for the Soap Lake Floodplain Preservation Project

Project Goals	Desired Outcomes	Output Indicators	Outcome Indicators	Measurement Tools and Methods	Targets
1. Maintain the existing flood protection benefits provided by the Soap Lake floodplain	Maintain the existing hydrologic and hydraulic conditions of the Soap Lake Floodplain for flood water attenuation and storage	Formation of natural detention "lake" in the Soap Lake area during storm flow events	No change in existing 100-year flood water level downstream	Pajaro River stage data at Chittenden (upstream of Watsonville)	Prevent increases in downstream flood flow magnitude
2. Ensure flood protection strategies are developed and implemented through a collaborative and watershed-wide approach and are designed to maximize opportunities for comprehensive management of water resources	Collaborative, comprehensive approach to floodplain and other water resources management within the Pajaro River watershed	Stakeholder meetings conducted to examine water resources needs, goals, and objectives, and to develop stakeholder consensus on integrated management strategies to address needs, goals and objectives	Multi-agency and multiple stakeholder agreement on flood protection and other water resources strategies and management, and the development of applicable management strategies	Regular collaborative meetings, meeting minutes, and stakeholder letters of support	Soap Lake Project works in conjunction with other water resources projects in the watershed and supports a collaborative effort watershed-wide

Project Goals	Desired Outcomes	Output Indicators	Outcome Indicators	Measurement Tools and Methods	Targets
3. Preserve existing flood attenuation by implementing land management strategies throughout the watershed	Preserve 100-year Soap Lake floodplain (9,100 acres) with the collaboration of local communities, landowners, land use authorities, and other stakeholders	Local land use agency involvement and interest; Land use stakeholder meetings and collaboration; Landowner willingness to sell and to implement conservation easement provisions	Development of local community land use ordinances and general plan statements for the preservation of Soap Lake; Continued easement and land acquisitions and landowner compliance with easement provisions	<ol style="list-style-type: none"> 1. Implement land use ordinances in local government and discuss preservation in general plans 2. Track the amount of acreage preserved by implementation partners and examine acreage remaining to be protected (utilize mapping of parcels) 	Preserve approximately 700 acres of the 100-year Soap Lake floodplain in Phase I
4. Provide community benefits beyond flood protection, such as public access, open space, recreation, agricultural preservation, and economic development	Soap Lake Project implementation will preserve agricultural lands and open space, and spawn other multi-beneficial projects within the Soap Lake area	Community- and stakeholder- coordinated meetings with implementation partners to develop community projects	Community consensus and agreement on project alternatives, as developed through meetings and coordination	<ol style="list-style-type: none"> 1. Community meeting agendas and minutes. 2. Community benefits planning documents and maps illustrating proposed projects. 3. Track acreage of agriculture protected through easement acquisition (acreage summaries and mapping) 	Over duration of Phase I, preserve agricultural lands and open space in perpetuity, and identify/propose at least one public access and one recreational opportunity to benefit community within the protected Soap Lake floodplain

Project Goals	Desired Outcomes	Output Indicators	Outcome Indicators	Measurement Tools and Methods	Targets
5. Aid in meeting Total Maximum Daily Loads established for the Pajaro River watershed	Reduce sediment load	Results of water quality sampling monitoring program(s)	Reduction in sediment during flood events	Water quality samples and analysis downstream of Soap Lake floodplain (Monitoring Plan to be developed)	Removal of Pajaro River from 303d list for sediment
6. Minimize impacts from storm water through implementation of established Best Management Practices or other detention projects	Minimize impacts of storm water with detention	Implementation of Soap Lake Project to preserve natural detention capabilities of floodplain	Land acquired in fee title or conservation easement with appropriate provisions to protect natural storm water attenuation and storage capabilities of the area	Downstream monitoring of storm water flow levels at Chittenden and in levees through Watsonville area	Once constructed, the downstream Corps' Levee Project shall maintain 100-year peak flood flows by working in conjunction with the upstream detention provided by the Soap Lake floodplain
7. Identify opportunities to protect, enhance, and/or restore natural resources when developing water management strategies	Protect, enhance, and/or restore natural resources	Preservation of parcels significant to biological community and significant to groundwater recharge	Biological assessments of Soap lake	1. Biological surveys in Soap Lake area and summary reports 2. Target acreages for resource importance and track acquisitions	Among acquisition of Phase I, attempt to acquire targeted parcels for their biological and groundwater recharge significance through land and easement acquisitions

Project Goals	Desired Outcomes	Output Indicators	Outcome Indicators	Measurement Tools and Methods	Targets
8. Identify opportunities for open spaces, trails, parks along creeks and other recreational projects in the watershed to be incorporated with water supply, water quality or flood protection projects	Identify recreational opportunities in the Soap Lake floodplain	Community- and stakeholder- coordinated meetings with implementation partners to develop community projects	Community consensus and agreement on project list/alternatives, as developed through meetings and coordination	1. Community meeting agendas and minutes 2. Community list and map of possible recreation opportunities	Identification of at least one community recreational project within the protected Soap Lake floodplain by the end of Phase I
9. Project elements should maintain and to the extent practicable, enhance the local environment and contribute to the long-term sustainability of agricultural, commercial, industrial and urban land uses and activity within the basin	Improve the environment and long-term sustainability of the region through implementation of the project	Analysis of benefits provided by implementation of the project	Quantification of improved conditions in the local environment and long-term sustainability of the regions industries	1. Track land use changes (if any) utilizing mapping techniques 2. Track land use changes (if any) utilizing acreage summaries	Preserve, in perpetuity, all lands acquired in Phase I of the Soap Lake Project for the long-term sustainability of local community economy