

**Water Supply Reserve Fund – Grant and Loan Program**  
**Water Activity Summary Sheet**  
**September 18-19, 2019**  
**Agenda Item 9(f)**

**Applicant & Grantee:** Deborah Martin  
**Water Activity Name:** Martin Springs Irrigation and Storage Improvements  
**Water Activity Purpose:** Agricultural/Environmental & Recreational - Implementation  
**County:** Routt  
**Drainage Basin:** Yampa/White/Green  
**Water Source:** Northern High Plains Aquifer  
**Amount Requested:** \$7,462 Yampa/White/Green Basin Account  
**Matching Funds:** Applicant & 3<sup>rd</sup> Party Match (in-kind) = \$2,488  
• Exceeds 25% match requirement for the Basin Account request

**Staff Recommendation:**

Staff recommends approval of up to \$7,462 from the Yampa/White/Green Basin Account to help fund the project titled: Martin Springs Irrigation and Storage Improvements.

**Water Activity Summary:** WSRF grant funds, if approved, will assist Deborah Martin make improvements to an existing storage pond and develop an irrigation system. The proposed activities include developing a point of diversion by constructing a stainless-steel head gate, 50 feet of 12” HDPE pipe, and a stainless-steel flume. Then, approximately 600 liner feet of lateral swale/ditch will be constructed to provide conveyance of 0.6 cfs of surface water for flood irrigation on approximately 12 irrigated acres. Lastly, the remaining contracted amount will be used for dredging the existing storage pond to remove accumulated sediment to provide capacity for the absolute storage right of 3.5 acre-feet. The improvements will promote agricultural uses for livestock watering and irrigation for grass hay production. The improvements will protect wildlife habitat for fish, ducks, sandhill cranes, elk, deer, etc. The water protected and developed is from Martin Spring, tributary to Red Creek tributary to Elk River, tributary to the Yampa River within the Yampa-White-Green Basin.

**Discussion:** This project supports the goal to Protect and encourage agricultural uses of water in the YWG Basin within the context of private property rights (Section 1.2.4), and Improve agricultural water supplies to increase irrigated land and reduce shortages (section 1.2.5) as stated in the Yampa/White/Green Basin Implementation Plan, while also assisting the state maintain agricultural viability, and support agricultural conservation and efficiency as stated in Chapter 10 of Colorado’s Water Plan.

**Issues/Additional Needs:** No issues or additional needs have been identified

**Eligibility Requirements:** The application meets requirements of all eligibility components: General Eligibility, Entity Eligibility, Water Activity Eligibility, and Eligibility Based on Match Requirements.

**Evaluation Criteria:** This activity has undergone review and evaluation and staff has determined that it satisfies the Evaluation Criteria. Please refer to Basin Roundtable Chair’s Recommendation Letter and the WSRF Grant Application for applicant’s detailed response.

**Funding Summary/Matching Funds:**

<b><u>Funding Sources</u></b>	<b><u>Cash</u></b>	<b><u>In-kind</u></b>	<b><u>Total</u></b>	<b><u>Status</u></b>
Professional Engineering Services	\$0	\$2,488	\$2,488	Secured
WSRF Yampa/White/Green Basin Account	\$7,462	\$0	\$7,462	Secured
<b>Total Study Costs</b>	<b>\$7,462</b>	<b>\$2,488</b>	<b>\$9,950</b>	

**CWCB Project Manager:** Craig Godbout



Rebecca Mitchell, Director  
Colorado Water Conservation Board  
1313 Sherman St., Room 718  
Denver, CO 80203

August 14, 2019

Dear Ms. Mitchell,

I am writing on behalf of the Yampa White Green Basin Roundtable (BRT) in support of the Martin Springs grant request.

The WSRF grant request is for \$7,462 to make improvements to an existing storage pond and point of diversion. If granted, the applicant intends to dredge the existing pond to remove accumulated sediment, install a stainless steel head gate, 12" HDPE pipe diversion structure, and construct approximately 600 feet of lateral swales for 11.42 new acres of irrigated land. This grant passed its first reading in October 2018 and waited to come before the BRT until they received a conditional water right to irrigate the additional 11 acres. The Court ruled to award them surface water rights for Irrigation in Case 2018CW8.

The motion to support the Martin Springs application passed the BRT with two members in opposition. Travis Day voted no because he believed there wasn't enough public benefit, and Steve Hinkemeyer voted no because the project benefited only private lands. Steve would like to see BRT money spent on projects that have public access.

The application meets the Yampa White Basin goals of the BIP to:

- Restore, maintain, and modernize water storage and distribution infrastructure.
- Protect and encourage agriculture uses of water in the YWG Basin within the context of private property rights.
- Improve agricultural water supplies to increase irrigated land and reduce shortages. The agricultural needs study of the YWG BRT identified an additional 14,805 acres of potential new agricultural production in the future.

Additionally, Colorado's Water Plan sets an objective that agricultural economic productivity will keep pace with growing state, national, and global needs, even if some acres go out of production. This grant application is consistent with that objective.

With Gratitude

A handwritten signature in black ink, appearing to read 'Jackie Brown', with a long horizontal line extending to the right.

Jackie Brown

Yampa White Green Basin Roundtable, Chair

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Last Update: July 31, 2018

<b>Colorado Water Conservation Board</b>
<b>Water Supply Reserve Fund Grant Application</b>

<b>Instructions</b>
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All WSRF grant applications shall conform to the current [2016 WSRF Criteria and Guidelines](#).

To receive funding from the WSRF, a proposed water activity must be approved by a Roundtable(s) **AND** the Colorado Water Conservation Board (CWCB). The process for Roundtable consideration and recommendation is outlined in the 2016 WSRF Criteria and Guidelines. The CWCB meets bimonthly according to the schedule on page 2 of this application.

If you have questions, please contact the current CWCB staff Roundtable liaison:

<p><b>Arkansas</b></p> <p>Ben Wade <a href="mailto:ben.wade@state.co.us">ben.wade@state.co.us</a> 303-866-3441 x3238</p>	<p><b>Gunnison   North Platte   South Platte   Yampa/White</b></p> <p>Craig Godbout <a href="mailto:craig.godbout@state.co.us">craig.godbout@state.co.us</a> 303-866-3441 x3210</p>	<p><b>Colorado   Metro   Rio Grande   Southwest</b></p> <p>Megan Holcomb <a href="mailto:megan.holcomb@state.co.us">megan.holcomb@state.co.us</a> 303-866-3441 x3222</p>
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<b>WSRF Submittal Checklist (Required)</b>
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X	I acknowledge this request was recommended for CWCB approval by the sponsoring roundtable.
X	I acknowledge I have read and understand the <a href="#">2016 WSRF Criteria and Guidelines</a> .
X	I acknowledge the Grantee will be able to contract with CWCB using the <a href="#">Standard Contract</a> . <sup>(1)</sup>
Application Documents	
X	Exhibit A: Statement of Work <sup>(2)</sup> ( <i>Word – see Template</i> )
X	Exhibit B: Budget & Schedule <sup>(2)</sup> ( <i>Excel Spreadsheet – see Template</i> )
X	Letters of Matching and/or Pending 3 <sup>rd</sup> Party Commitments <sup>(2)</sup>
X	Map <sup>(2)</sup>
X	Photos/Drawings/Reports
X	Letters of Support
Contracting Documents <sup>(3)</sup>	
	Detailed/Itemized Budget <sup>(3)</sup> ( <i>Excel Spreadsheet – see Template</i> )
	Certificate of Insurance <sup>(4)</sup> ( <i>General, Auto, &amp; Workers' Comp.</i> )
	Certificate of Good Standing <sup>(4)</sup>
	W-9 Form <sup>(4)</sup>
	Independent Contractor Form <sup>(4)</sup> ( <i>If applicant is individual, not company/organization</i> )
	Electronic Funds Transfer (ETF) Form <sup>(4)</sup>

(1) Click "Grant Agreements". For reference only/do not fill out or submit/required for contracting

(2) Required with application if applicable.

(3) Additional documentation providing a Detailed/Itemized Budget maybe required for contracting. Applicants are encouraged to coordinate with the CWCB Project Manager to determine specifics.

(4) Required for contracting. While optional at the time of this application, submission can expedite contracting upon CWCB Board approval.

Last Update: July 31, 2018

<b>Schedule</b>		
<b>CWCB Meeting</b>	<b>Application Submittal Dates</b>	<b>Type of Request</b>
January	December 1	Basin Account; BIP
March	February 1	Basin/Statewide Account; BIP
May	April 1	Basin Account; BIP
July	June 1	Basin Account; BIP
September	August 1	Basin/Statewide Account; BIP
November	October 1	Basin Account/BIP

<b>Desired Timeline</b>	
Desired CWCB Hearing Month:	September
Desired Notice to Proceed Date:	October 1

<b>Water Activity Summary</b>	
Name of Applicant	Deborah Martin and Zachary Henrichs
Name of Water Activity	Martin Springs Irrigation and Storage Improvements
Approving Roundtable(s)	Basin Account Request(s) <sup>(1)</sup>
Yampa-White-Green	\$7,462.00
Basin Account Request Subtotal	\$7,462.00
Statewide Account Request <sup>(1)</sup>	\$0
Total WSRF Funds Requested (Basin & Statewide)	\$7,462.00
Total Project Costs	\$9,950

(1) Please indicate the amount recommended for approval by the Roundtable(s)



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Grantee and Applicant Information	
Name of Grantee(s)	Deborah Martin and Zachary Henrichs
Mailing Address	P.O. Box 848 Clark, CO 80428
FEIN	N/A
Grantee's Organization Contact <sup>(1)</sup>	Zachary Henrichs, PE
Position/Title	Project Manager
Email	zachhenrichs@gmail.com
Phone	970-761-0501
Grant Management Contact <sup>(2)</sup>	Zachary Henrichs, PE
Position/Title	Same
Email	Same
Phone	Same
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	

**(1)** Person with signatory authority

**(2)** Person responsible for creating reimbursement invoices (Invoice for Services) and corresponding with CWCB staff.

Description of Grantee
Provide a brief description of the grantee's organization (100 words or less).
The grantees are private individuals whom own land in north Routt County Colorado. The grantees where recently awarded a conditional surface water right for irrigation and have an existing absolute storage right on the property. The grantees are committed to sustaining agriculture and wildlife in Colorado by having upmost stewardship of the land and preserving natural water resources.



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Type of Eligible Entity (check one)	
	<b>Public (Government):</b> municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities. Federal agencies are eligible, but only if they can make a compelling case for why a local partner cannot be the grant recipient.
	<b>Public (Districts):</b> authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises
	<b>Private Incorporated:</b> mutual ditch companies, homeowners associations, corporations
X	<b>Private Individuals, Partnerships, and Sole Proprietors:</b> are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.
	<b>Non-governmental organizations:</b> broadly, any organization that is not part of the government
	<b>Covered Entity:</b> as defined in

Type of Water Activity (check one)	
	Study
X	Implementation

Category of Water Activity (check all that apply)		
X	Nonconsumptive (Environmental)	
X	Nonconsumptive (Recreational)	
X	Agricultural	
	Municipal/Industrial	
	Needs Assessment	
	Education & Outreach	
	Other	Explain:

Location of Water Activity	
Please provide the general county and coordinates of the proposed activity below in <b>decimal degrees</b> . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Countries	Routt County
Latitude	40.763590
Longitude	-106.982299

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### Water Activity Overview

Please provide a summary of the proposed water activity (200 words or less). Include a description of the activity and what the WSRF funding will be used for specifically (e.g. studies, permitting, construction). Provide a description of the water supply source to be utilized or the water body affected by the activity. Include details such as acres under irrigation, types of crops irrigated, number of residential and commercial taps, length of ditch improvements, length of pipe installed, area of habitat improvements. If this project addresses multiple purposes or spans multiple basins, please explain. The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, and Schedule.

The WSRF funds will be used for construction to make improvements to an existing storage pond and develop an irrigation system. The proposed activities include developing a point of diversion by constructing a stainless-steel head gate, 50 feet of 12” HDPE pipe, and a stainless-steel flume. Then, approximately 600 liner feet of lateral swale/ditch will be constructed to provide conveyance of 0.6 cfs of surface water for flood irrigation on approximately 12 irrigated acres (Case #18CW8). Lastly, the remaining contracted amount will be used for dredging the existing storage pond to remove accumulated sediment to provide capacity for the absolute storage right of 3.5 acre-feet (Case #08CW92). The improvements will promote agricultural uses for livestock watering and irrigation for grass hay production. The improvements will protect wildlife habitat for fish, ducks, sandhill cranes, elk, deer, etc. The water protected and developed is from Martin Spring, tributary to Red Creek tributary to Elk River, tributary to the Yampa River within the Yampa-White-Green Basin.

### Measurable Results

To catalog measurable results achieved with WSRF funds please provide any of the following values.

	New Storage Created (acre-feet)	
0.6 cfs, Consumptive	New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive	
3.5 acre-feet	Existing Storage Preserved or Enhanced (acre-feet)	
	Length of Stream Restored or Protected (linear feet)	
0.5 acre-ft/year	Efficiency Savings (indicate acre-feet/year OR dollars/year)	
	Area of Restored or Preserved Habitat (acres)	
600 ft	Length of Pipe/Canal Built or Improved	
11.42 acres	Other	Explain: Irrigatable Acres Developed



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### Water Activity Justification

Provide a description of how this water activity supports the goals of [Colorado's Water Plan](#), the most recent [Statewide Water Supply Initiative](#), and the respective [Roundtable Basin Implementation Plan and Education Action Plan](#) <sup>(1)</sup>. The Applicant is required to reference specific needs, goals, themes, or Identified Projects and Processes (IPPs), including citations (e.g. document, chapters, sections, or page numbers).

For applications that include a request for funds from the Statewide Account, the proposed water activity shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan criteria for state support (CWP, Section 9.4, pp. 9-43 to 9-44;) (Also listed pp. 4-5 in [2016 WSRF Criteria and Guidelines](#)).

This project serves multiple purposes and promotes existing facilities and develops new facilities as identified as a CWCB Board Task on Page 1-10 of the Statewide Water Supply Initiative.

This project protects and encourages agriculture use by providing 11.42 new acres of irrigated land within the YWG Basin by providing approximately 0.60 cfs of decreed water surface right. This helps to reduce the agricultural shortage in the YWG Basin identified by page 6-82 of the Statewide Water Supply Initiative.

This project protects the YWG Basin from curtailment of existing decreed water uses by removing sediment in the existing pond bringing the storage volume to contain the absolute storage volume of 3.5 acre-feet. The proposed conditions provide the existing amount of decreed water; thus, providing a probable increase of future livestock, riparian, and other storage uses. Protecting existing water rights are outlined by Section 4 of the BIP.

This project improves agricultural water uses by creating 11.42 new acres of irrigated land by improving the point of diversion and constructing laterals. This project also protects against agricultural water supply shortages by providing maintenance to existing storage structures and increasing irrigation demands within the basin. New irrigatable water is a goal of the CWP on page 6-101.

This project protects environmental and recreational water uses by removing sediment from the bottom of the existing pond and restoring the volume and depth to provide the decreed storage right. This will provide protection to secure the fish habitat during the winter months and provides decreed water for environmental uses such as wildlife. This project also ensures adequate surface area to retain recreational uses such as canoeing and fishing. This also helps the goals outlined by Section 4 of the BIP.

This project provides completes for multiple objectives for the YWG BRT Implementation Plan by protecting the basin from curtailment of existing water rights, protecting and encouraging agricultural uses, by increasing the amount of irrigated acres, and protecting environmental and recreational uses.

This project restores water storage by maintaining the existing pond. This project will maintain and modernize water distribution infrastructure by updating the head gate and constructing new laterals to improve flood irrigation. This helps with the goals set by the CWP on page 6-151.

This project maintains an integrate water system by restoring storage capacity to ensure livestock, fire suppression, recreational, and other storage uses. This protects and develops irrigated acres by constructing delivery infrastructure. This project will protect agricultural, environmental, and recreational use and help to reduce water shortages within the YWG Basin.

This project helps implement the CWP by providing storage for release during times heightened demand. This helps address the supply gap within the YWG Basin by expanding irrigated acres.

(1) Access Basin Implementation Plans or Education Action Plans from Basin drop down menu.



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<b>Matching Requirements: Basin Account Requests</b>	
<p><b>Basin (only) Account</b> grant requests require a 25% match (cash and/or in-kind) from the Applicant or 3<sup>rd</sup> party and shall be accompanied by a <b>letter of commitment</b> as described in the 2016 WSRF Criteria and Guidelines (submitted on the contributing entity's letterhead). Attach additional sheet if necessary.</p>	
Contributing Entity	Amount and Form of Match (note cash or in-kind)
Professional Engineering Services	\$2,488 in-kind
<b>Total Match</b>	<b>\$2,488.00</b>
If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.	

<b>Matching Requirements: Statewide Account Requests</b>	
<p><b>Statewide Account</b> grant requests require a 50% match as described in the 2016 WSRF Criteria and Guidelines. A minimum of 10% match shall be from Basin Account funds (cash only). A minimum of 10% match shall be provided by the applicant or 3<sup>rd</sup> party (cash, in-kind, or combination). The remaining 30% of the required match may be provided from any other source (Basin, applicant, or 3<sup>rd</sup> party) and shall be accompanied by a <b>letter of commitment</b>. Attach additional sheet if necessary.</p>	
Contributing Entity	Amount and Form of Match (note cash or in-kind):
<b>Total Match</b>	<b>\$</b>
If you requested a Waiver to the Statewide Account matching, indicate % you wish waived. (Max 50% reduction of requirement).	



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**Related Studies**

Please provide a list of any related studies, including if the water activity is complimentary to or assists in the implementation of other CWCB programs.

This project helps the implementation of goals outlined by the following:

Yampa/White/Green Basin Roundtable – Basin Implementation Plan  
 Colorado Water's Plan  
 Statewide Water Initiative

**Previous CWCB Grants**

List all previous or current CWCB grants (including WSRF) awarded to both the Applicant and Grantee. Include: 1) Applicant name; 2) Water activity name; 3) Approving RT(s); 4) CWCB board meeting date; 5) Contract number or purchase order

N/A

**Tax Payer Bill of Rights**

The Tax Payer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect the applicant.

N/A



Last Update: January 9, 2018

<b>Colorado Water Conservation Board</b>	
<b>Water Supply Reserve Fund</b>	
<b><u>Exhibit A - Statement of Work</u></b>	
<b>Date:</b>	<b>August 1, 2019</b>
<b>Water Activity Name:</b>	<b>Martin Spring Irrigation &amp; Storage Improvements</b>
<b>Grant Recipient:</b>	<b>Deborah Martin &amp; Zachary Henrichs</b>
<b>Funding Source:</b>	<b>YWG Roundtable - WSRF</b>
<b>Water Activity Overview:</b> (Please provide brief description of the proposed water activity (no more than 200 words). Include a description of the overall water activity and specifically what the WSRF funding will be used for.)	
<p>The WSRF funds will be used for construction to make improvements to an existing storage pond and develop an irrigation system. The proposed activities include developing a point of diversion by constructing a stainless-steel head gate, 50 feet of 12” HDPE pipe, and a stainless-steel flume. Then, approximately 600 liner feet of lateral swale/ditch will be constructed to provide conveyance of 0.6 cfs of surface water for flood irrigation on approximately 12 irrigated acres (Case #18CW8). Lastly, the remaining contracted amount will be used for dredging the existing storage pond to remove accumulated sediment to provide capacity for the absolute storage right of 3.5 acre-feet (Case #08CW92). The improvements will promote agricultural uses for livestock watering and irrigation for grass hay production. The improvements will protect wildlife habitat for fish, ducks, sandhill cranes, elk, deer, etc. The water protected and developed is from Martin Spring, tributary to Red Creek tributary to Elk River, tributary to the Yampa River within the Yampa-White-Green Basin.</p>	
<b>Objectives:</b> (List the objectives of the project)	
<p>This project has many objectives that include multiple purposes and functions that maintains existing facilities and develops new facilities.</p> <p>This project will complete the objective of protecting and encouraging agriculture uses by providing 11.42 new acres of irrigated land within the YWG Basin by providing approximately 0.60 cfs of conditionally decreed water surface right. This will help to reduce the agricultural shortage in the YWG Basin.</p> <p>This project will also protect from basin curtailment of existing decreed water uses by removing sediment in the existing pond bringing the storage volume to contain the absolute storage volume of 3.5 acre-feet. The proposed conditions provide the existing amount of decreed water; thus, providing a probable increase of future livestock, riparian, and other storage uses by protecting existing water rights.</p> <p>This project also aims to protect environmental and recreational water uses by restoring the volume, depth, and surface area to decreed storage rights to secure the fish habitat during the winter months and provides decreed water for wildlife as migratory birds, deer, and elk. This project also ensures adequate surface area</p> <p>This project will maintain and modernize water distribution infrastructure to providing storage for release during times heightened demand. This helps address the supply gap within the YWG Basin.</p>	



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<b>Tasks</b>
Provide a detailed description of each task using the following format:
<b>Task 1 - (CONSTRUCT POINT OF DIVERSION)</b>
Description of Task:
Install stainless-steel head gate, 50 feet of 12” HDPE pipe, and a stainless-steel flume.
Method/Procedure:
<ol style="list-style-type: none"> <li>1. Construct a temporary berm at the point of diversion within in the existing pond to allow for construction of the proposed headgate and diversion pipe.</li> <li>2. Excavate existing earthen dam to allow construction of the diversion pipe.</li> <li>3. Install 50 feet of 12” HDPE pipe.</li> <li>4. Backfill diversion pipe and repair dam.</li> <li>5. Install head gate</li> <li>6. Install stainless steel flume down gradient of diversion pipe</li> <li>7. Remove temporary berm</li> <li>8. Final grading and seeding</li> </ol>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
The deliverable will be a point of diversion system that will convey surface water from the existing storage pond to a flume to be measured for consumptive irrigatable uses.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
The grantee will provide documentation in the Final Report that demonstrates the work completed and will provide photos and receipts for proof of completion.



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Tasks
Provide a detailed description of each task using the following format:
<b>Task 2 - (CONSTRUCT CONVEYANCE SWALE/DITCH)</b>
Description of Task:
Construct approximately 600 liner feet of earthen lateral swale/ditches that will provide conveyance of 0.6 cfs of decreed surface water for flood irrigation to approximately 12 acres.
Method/Procedure:
<ol style="list-style-type: none"> <li>1. Survey the proposed ditch locations and provide construction survey to maintain constant slope from the flume location to the terminus.</li> <li>2. Excavate a 1' deep ditch along survey stakes.</li> <li>3. Test the ditch by releasing surface water.</li> <li>4. Identify and correct any low areas in the top elevation of the ditch.</li> <li>5. Final grading and seeding.</li> </ol>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
The deliverable will be a conveyance system that will provide surface water for flood irrigation to 12 acres for hay production.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
The grantee will provide documentation in the Final Report that demonstrates the work completed and will provide photos and receipts for proof of completion.



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<b>Tasks</b>
Provide a detailed description of each task using the following format:
<b>Task 3 - (RESTORE EXISTING STORAGE FACILITIES)</b>
Description of Task:
Dredge the existing storage pond to remove accumulated sediment and maintain capacity and function for the absolute storage right of 3.5 acre-feet.
Method/Procedure:
<ol style="list-style-type: none"> <li>1. Clear and grub overgrowth around edges of the existing pond and dam for maintenance of dam and provide access for dredging.</li> <li>2. Dredge accumulated sediment from bottom of pond.</li> <li>3. Spread and stabilize overburden soils removed from onsite.</li> <li>4. Inspect the existing dam structure and make any repairs if necessary.</li> <li>5. Final grading and seeding.</li> </ol>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
The deliverable will be to restore the existing storage pond to maintain the absolute decreed storage volume and maintain a safe condition for the existing pond.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
The grantee will provide documentation in the Final Report that demonstrates the work completed and will provide photos and receipts for proof of completion.



Last Update: January 9, 2018

### Budget and Schedule

**Exhibit B - Budget and Schedule:** This Statement of Work shall be accompanied by a combined [Budget and Schedule](#) that reflects the Tasks identified in the Statement of Work and shall be submitted to CWCB in excel format. A separate excel formatted Budget is required for engineering costs to include rate and unit costs.

### Reporting Requirements

**Progress Reports:** The grantee shall provide the CWCB a progress report every 6 months, beginning from the date of issuance of a purchase order, or the execution of a contract. The progress report shall describe the status of the tasks identified in the statement of work, including a description of any major issues that have occurred and any corrective action taken to address these issues. The CWCB may withhold reimbursement until satisfactory progress reports have been submitted.

**Final Report:** At completion of the project, the grantee shall provide the CWCB a Final Report on the grantee's letterhead that:

- Summarizes the project and how the project was completed.
- Describes any obstacles encountered, and how these obstacles were overcome.
- Confirms that all matching commitments have been fulfilled.
- Includes photographs, summaries of meetings and engineering reports/designs.

### Payments

Payment will be made based on actual expenditures, must include invoices for all work completed and must be on grantee's letterhead. The request for payment must include a description of the work accomplished by task, an estimate of the percent completion for individual tasks and the entire Project in relation to the percentage of budget spent, identification of any major issues, and proposed or implemented corrective actions.

The CWCB will pay the last 10% of the entire water activity budget when the Final Report is completed to the satisfaction of CWCB staff. Once the Final Report has been accepted, and final payment has been issued, the water activity and purchase order or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to CWCB within 90 days of the expiration of a purchase order or contract may be denied consideration for future funding of any type from CWCB.

### Performance Requirements

Performance measures for this contract shall include the following:

(a) Performance standards and evaluation: Grantee will produce detailed deliverables for each task as specified. Grantee shall maintain receipts for all project expenses and documentation of the minimum in-kind contributions (if applicable) per the budget in Exhibit B. Per Grant Guidelines, the CWCB will pay out the last 10% of the budget when the final deliverable is completed to the satisfaction of CWCB staff. Once the final deliverable has been accepted, and final payment has been issued, the purchase order or grant will be closed without any further payment.

(b) Accountability: Per the Grant Guidelines full documentation of project progress must be submitted with each invoice for reimbursement. Grantee must confirm that all grant conditions have been complied with on each invoice. In addition, per the Grant Guidelines, Progress Reports must be submitted at least once every 6 months. A Final Report must be submitted and approved before final project payment.

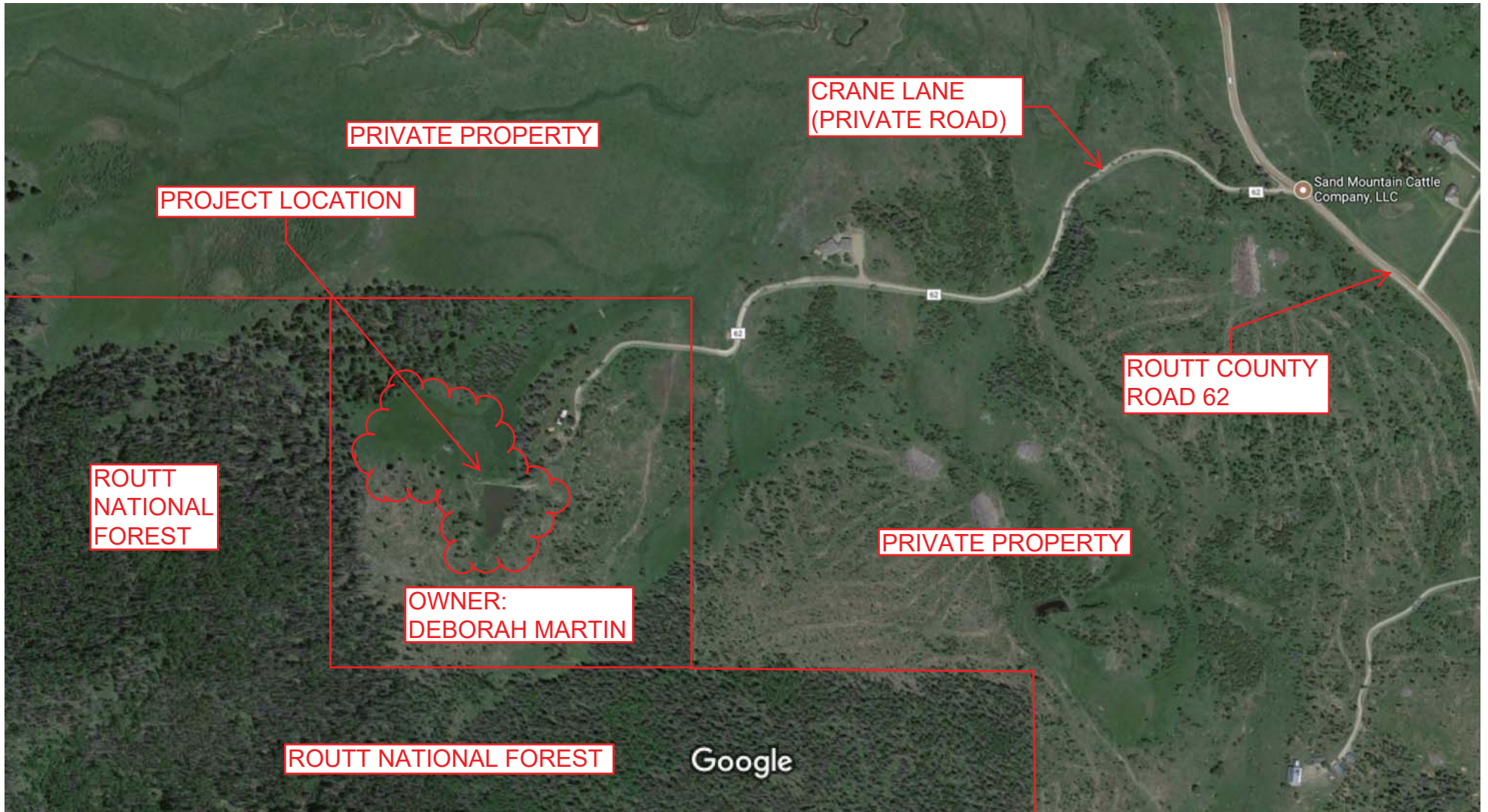
(c) Monitoring Requirements: Grantee is responsible for ongoing monitoring of project progress per Exhibit A. Progress shall be detailed in each invoice and in each Progress Report, as detailed above. Additional inspections or field consultations will be arranged as may be necessary.

(d) Noncompliance Resolution: Payment will be withheld if grantee is not current on all grant conditions. Flagrant disregard for grant conditions will result in a stop work order and cancellation of the Grant Agreement.





EXHIBIT C - AREA MAP: NOT TO SCALE  
MARTING IRRIGATION AND STORAGE IMPROVEMENTS



**ZACHARY R. HENRICHS, PE**

P.O. Box 848 Clark, CO 80428

Phone: (970) 761-0501 | email: zachhenrichs@gmail.com

August 1, 2019

Colorado Water Conservation Board  
Craig Godbout  
1313 Sherman St., Room 718  
Denver, CO 80203

**RE: LETTER OF MATCHING FUNDS  
WSRF GRANT APPLICATION - MARTIN SPRINGS IRRIGATION & STORAGE IMPROVEMENETS**

Dear Mr. Craig Godbout,

This letter of matching funds is to serve as a promissory for the required match amount in regards to the WSRF Grant Application for the Martin Spring Irrigation and Storage Improvement Project. The Grantee is Deborah Martin and co-Applicant with myself, Zachary Henrichs.

I, Zachary Henrichs, am a registered Professional Engineer in the State of Colorado. I will provide Professional Engineering Services, in-kind, to match grant funds no less than the amount of \$2,488.

The Professional Engineering Services provided in-kind include, but is not limited to, Project Management, Civil Engineering Design, Construction Oversight, Construction Surveying, and Administration. These services will be based on my 2019 billable hourly rate of \$120 per hour.

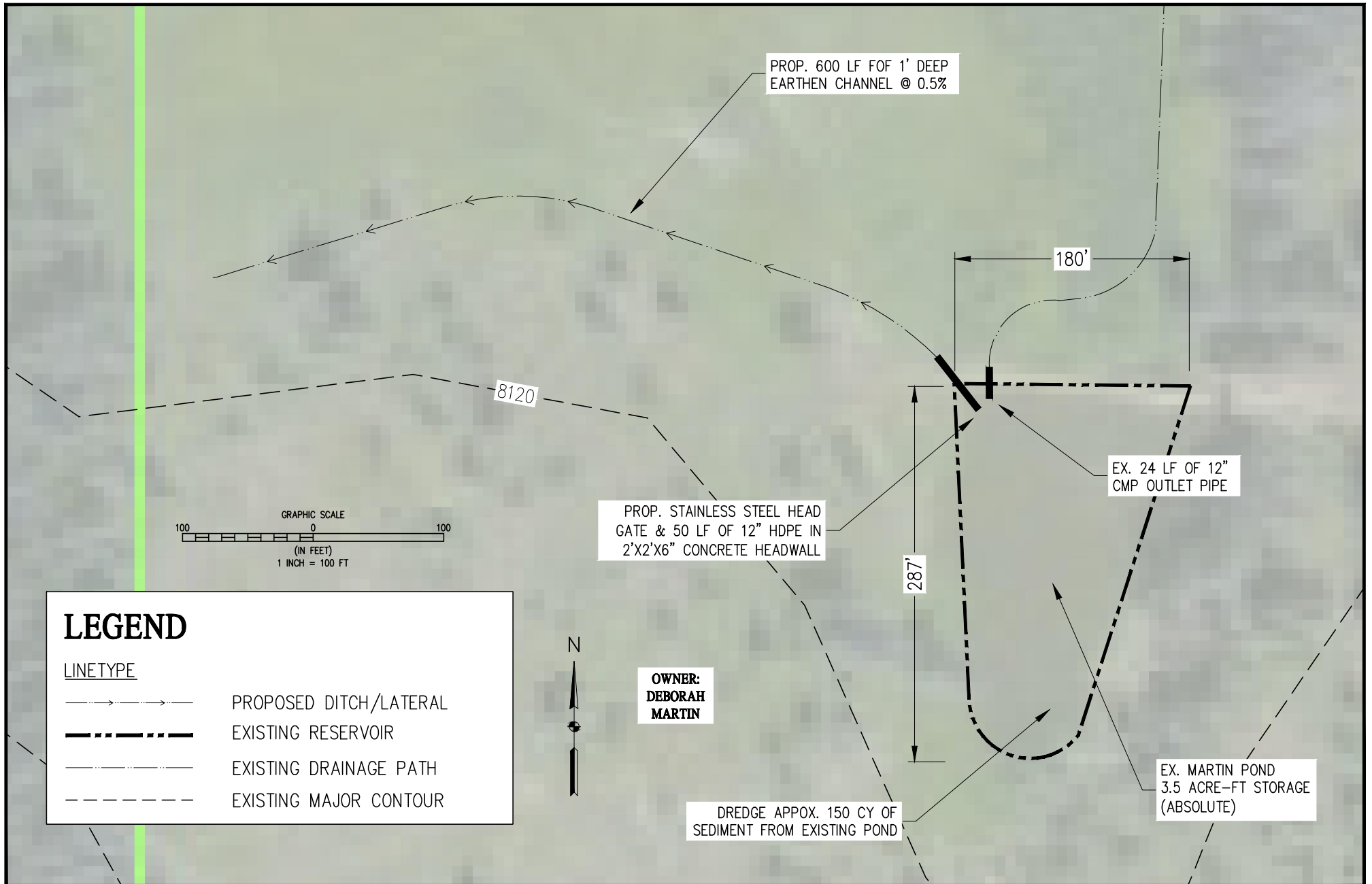
I have included the WSRF application and required documents along with this letter. I am grateful for the opportunity and am available to answer any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Zachary Henrichs".

Zachary Henrichs, PE  
Project Manager

cc. WSRF Application, Exhibits A, B, C, and D



**LEGEND**

LINETYPE

- → → → → PROPOSED DITCH/LATERAL
- — — — — EXISTING RESERVOIR
- · · · · EXISTING DRAINAGE PATH
- - - - - EXISTING MAJOR CONTOUR

**OWNER:  
DEBORAH  
MARTIN**

**BASELINE**  
Engineering - Planning - Surveying

1639 HILLTOP PKWY, SUITE 204 - STEAMBOAT SPRINGS, CO 80477  
P: (970) 764-0501 zach.henrichs@baselinecorp.com

REVISION DESCRIPTION	PREPARED BY	DATE

DESIGNED BY ZRH
DRAWN BY ZRH
CHECKED BY ZRH

**DEBORAH MARTIN**

TOWN OF CLARK      ROUTT COUNTY

**MARTIN IRRIGATION AND STORAGE IMPROVEMENTS**

23600 CRANE LANE  
PRELIMINARY CONSTRUCTION PLAN

INITIAL SUBMITTAL	8/31/18
DRAWING SIZE	8.5" X 11"
SURVEY FIRM	ROUTT COUNTY GIS
SURVEY DATE	7/3/18
JOB NO.	C020100
DRAWING NAME	Crane Lane.dwg
SHEET	1 OF 1
<b>EXB 1</b>	