

CALFED BAY-DELTA PROGRAM

Office Memorandum

Date: September 16, 1996
To: Ray McDowell
From: Marco Bell *M.B.*
Subject: Affected Environment Reports

My review of the Affected Environment reports is completed. The reports need a bit of work to convey what the affected environment is. The affected environment is the environment that may be impacted by implementation of the CALFED Bay-Delta proposed alternatives. I feel that the documents represent a historical reference and a well documented literary review, but not the affected environment.

Now I know that criticizing is easy, therefore here are some of my suggestions to help:

- The Delta boundary should enclosed the impacts of the affected environment. The descriptions must include significant impacts that originate from outside the Delta boundary. A clear example is Flood Control structures. Reservoir play an integral and significant part in Flood Control System of the Delta boundary. They are not mentioned because they are physically located outside the Delta boundary. Significant contributors to tha affected Delta environment must be included regardless of geographic origin.
- A technical or research writer should review all the documents. There are numerous sentences that are difficult to follow and digest. Eliminate long sentences, bullet long lists and simplify all the long paragraphs. The reading difficulty needs to be decreased. A technical writer may provide positive guidance to improve readability.
- Do not assume that the reader knows a technical term. Various difficult terms are presented without explanation. The average reader will not follow a technical description without a clear definition. The standard technical jargon needs to be describe to the standard non-technical reader.

In short, maybe a second round should be completed before going to Agency review. It is important that the focus of the reports be *"to successfully describe the affected environment"*. If you like to discuss this further please feel free to contact me.

cc:

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Victor Pacheco
Stein Buer