



**CALFED  
BAY-DELTA  
PROGRAM**

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Date: November 10, 1997

To: CALFED Policy, Management and Program Coordination Teams

From: Lester A. Snow  
Executive Director

Subject: Review of Administrative Draft Programmatic EIS/EIR and Filing of Public Draft Programmatic EIS/EIR

This memo describes our plans for the review and revision of the administrative draft programmatic EIS/EIR and for the distribution of the public draft programmatic EIS/EIR. It is our intent to distribute the administrative draft EIS/EIR in mid-December for agency review and to revise the report in concert with the agencies in January. Further, we intend to file and distribute the draft EIR/EIS at the end of January 1998. Accomplishing the first task in this short of a time frame will require a substantial staff and time commitment from all agencies. The second task is an effort largely undertaken by CALFED staff but will require agency review and accord.

Our current schedule indicates the administrative draft will be available for distribution to the agencies in mid-December. After the agencies have had time to review and compile their comments, we are proposing to hold a CALFED agency retreat (two to three days) in mid-January. This retreat will be used to discuss agency comments and revise, as appropriate, the EIS/EIR before distribution to the public. We anticipate a general session in which we will discuss overarching comments, policy issues, etc. followed by resource specific sessions. The focus of each session will be a collective effort to revise, as appropriate, the various sections of the administrative draft EIS/EIR.

If each agency provided us with the following before the end of November, we may be able to shorten the distribution time (increase the review time) for the administrative draft. This would be particularly true for those agencies with out-of-state reviewers:

- identification of the recipients (local, regional and national) including addresses and number of documents required; and
- identification of the internal Agency contact and phone number for internal questions about the Program and EIS/EIR. This information would be added to our distribution letter to the respective agencies.

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**CALFED Agencies**

**California**  
The Resources Agency  
Department of Fish and Game  
Department of Water Resources  
California Environmental Protection Agency  
State Water Resources Control Board

**Federal**  
Environmental Protection Agency  
Department of the Interior  
Fish and Wildlife Service  
Bureau of Reclamation  
U.S. Army Corps of Engineers

Department of Agriculture  
Natural Resources Conservation Service  
Department of Commerce  
National Marine Fisheries Service

In the absence of this information, we intend to provide 10 copies to each Program Coordination Team liaison. We will distribute more information on the retreat at a later date.

Filing and distribution of the draft EIS/EIR involves a variety of actions. Efforts and suggested approaches follow. We would appreciate any comments or suggestions.

Filing Notice of Availability of Draft EIS/EIR and Notice of Public Hearings

- Propose to work with all agencies in drafting Notice of Availability/Public Hearings.
- Propose to follow Reclamation's format for Notice of Availability/Public Hearing (example attached).
- Propose to follow Reclamation's Federal Register Notice Process.
- Propose to prepare the State's Public Notice of Draft's Availability and distribute the Notice following CEQA guidance.
- Propose to work with agency public affairs offices on News Release(s).

Filing the draft with EPA/OPR

- Propose to follow Reclamation's Process for Filing EISs with EPA.
- Propose to submit the Notice of Completion and draft programmatic EIS/EIR to the State Clearinghouse.

Distribution to Public

- Propose to work with all agencies in preparing letter transmitting draft EIS/EIR to the public.

Attachment

cc: CALFED Program Managers and Staff