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UNITED WATER CONSERVATION DISTRICT
“Conserving Water Since 1927”

Legal Counsel
Anthony H. Trembley

General Manager
Mauricio E. Guardado, Jr.

AGENDA

FINANCE AND AUDIT COMMITTEE MEETING
Tuesday, October 11, 2016 - 9:00 A.M.
Board Room, UWCD G.I. “Irv” Wilde Headquarters
106 North 8th Street, Santa Paula, California

1. Public Comment

2. Approval of September 13, 2016 Finance and Audit Committee Meeting Minutes

The Committee will review the minutes from the September 13, 2016 Finance and Audit Committee meeting and approve as submitted or direct staff to revise as necessary to accurately reflect the discussion and actions taken at the meeting.

3. October 12, 2016 Board Meeting Agenda-Items with Fiscal Impact

The Committee will review and discuss all of the agenda items to be considered for approval at the October 12, 2016 Board meeting that have a fiscal impact to the District. The Committee will formulate a recommendation to the entire Board based on the discussions with staff. The Committee will discuss the following items:

AGENDA ITEM 3.D Authorize the General Manager to amend the budget and correct the funding transfer for repair of the Santa Felicia Dam Hydroelectric Plant Unit 1 turbine-generator. Staff is recommending that the Board reduce the previous transfer by \$64,000 and authorize the transfer of an equal amount from the Boarding Float project to the Hydroelectric Plant Repair CIP. The Budget transfer from Recreation would require a new appropriation to complete the Boarding Float replacement in the future.

AGENDA ITEM 4.2 Authorize the General Manager to consider approving a five percent differential pay for any one position that would assume duties related to the dissemination of public information. The proposed five percent differential pay would have an annual fiscal impact between \$3,521 and \$4,274, which can be accommodated by existing funds in the FY 2016-17 Budget.

AGENDA ITEM 4.3 Authorize the General Manager to execute three contracts totaling \$109,000 for the Santa Felicia Dam Outlet Works and Spillway Improvement Projects Board of Consultants. The cost of the Board of Consultants will be split equally between the Outlets Works CIP and the Spillway CIP. While there is not sufficient funding in the FY 2016-17 Budget for the entire Phase 2 Alternatives Study, the Board of Consultants (BOC) and preparation of the EIS/EIR, there is sufficient funding to meet anticipated cash flow needs through FY 2016-17. Staff will request additional funding annually for the remaining BOC expenses in the FY 2017-18 Budget and subsequent budgets. Additionally,

the contract contains language indicating the award is contingent upon approval of future year funding.

AGENDA ITEM 4.4 Authorize 1) the initiation of a mid-year Capital Improvement Project (CIP) entitled “Recycled Water Program” 2) a supplemental appropriation of \$572,000 for the new CIP and 3) if needed, the General Manager to execute an interfund loan in a format approved by the District’s Counsel. The funds to be allocated are not in the adopted FY 2016-17 Budget. A supplemental appropriation of \$572,000 is necessary. The funding sources for the new CIP budget allocation are Freeman Fund \$199,333, PTP Fund \$343,500 and PVP Fund \$29,167. All funds with the exception of the PTP have sufficient fund balance reserves to cover their share of the project costs. Staff is proposing an interest bearing short-term interfund loan from the General Operating subfund to the PTP fund at the time the monies are needed. The terms and format of the interfund loan would be subject to the approval of the District’s Counsel.

AGENDA ITEM 4.5 Authorize the General Manager to execute a professional services agreement with KEH and Associates, Inc. (KEH) in the amount of \$80,000 for the evaluation of alternatives associated with the design of various recycled water pipelines. The Fiscal Impact for the entire Recycled Water Program is described under a separate report (Item 4.4). The funds to be expected are not in the adopted FY 2016-17 Budget. A supplemental appropriation of \$80,000 was requested in Agenda item 4.4. The funding sources for the expenditure are Freeman Fund \$26,400 (33%), PTP Fund \$40,000 (50%) and PVP \$13,600 (17%).

AGENDA ITEM 4.6 Authorize the General Manager to execute an amendment to the professional services agreement with AECOM in the amount of \$46,076 to provide a thorough response to the National Marine Fisheries Services’ comments on the 60% Hydraulic Design Report of the Freeman Diversion Fish Passage Facility. The hydraulic design and analysis of the Freeman Diversion Fish Passage Facility is included in the FY 2016-17 Budget, and sufficient funds are available to provide the additional \$46,076 requested for the contract amendment.

AGENDA ITEM 4.7 Authorize the General Manager to execute an amendment to the professional services agreement with R2 Resources for assessing the effects of water diversion operations at the Freeman Diversion on fish migration for the Multiple Species Habitat Conservation Plan (MSHCP) and authorize the expenditure of \$15,972. Funds to be expended are not included in the adopted FY 2016-17 Budget, therefore a supplemental appropriation of \$15,972 is necessary. The funding source for the expenditure is the Freeman Fund, consistent with the Environmental Cost Allocation Policy.

AGENDA ITEM 4.8 Authorize a supplemental appropriation of Freeman funds in the amount of \$45,000 in order to install flow measurement and monitoring equipment. The supplemental appropriation will decrease the year-end anticipated fund balance reserve for the Freeman Fund by \$45,000.

4. Monthly Investment & Pipeline Delivery Reports (August 31, 2016)

The Committee will review and discuss the District's investment portfolio and cash position, as well as the pipelines' water activity as of August 31, 2016. The Committee will provide direction to staff as necessary to ensure the fiscal stability of the District.

5. Board Requested Cost Tracking Items

The Committee will review and discuss the costs to date that the District has incurred:

- a) as part of the licensing efforts and the probable maximum flood studies for the Santa Felicia Dam
- b) in relation to environmental mandates
- c) in relation to litigation with the City of Ventura, Wishtoyo Foundation complaint and District legal costs over the past several fiscal years
- d) in relation to professional fees over the past several fiscal years.

6. District Staff and Board Member Reimbursement

The Committee will review the expense reimbursement report for all reimbursements of business expenses to staff and board members for the first quarter, FY 2016-17.

7. Monthly Administrative Services Department Update

The Committee will be briefed on the status of projects and the work of the Administrative Services Department.

Directors:

Dan Naumann
Shelly Berger
Mike Mobley

Staff:

Mauricio E. Guardado, Jr.
Tina Rivera
Tony Emmert
Steve Trocino

The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's services, programs or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda material in an alternative format, please contact the District Office at (805) 525-4431. Notification of at least 48 hours prior to the meeting will enable the District to make appropriate arrangements.

Approved: CR

Posted: (date) October 6, 2016

(time) 10:00 a.m.

(attest) Kris Sofley

At: United Water Conservation District Headquarters, 106 No. 8th St., Santa Paula, CA

Posted: (date) October 6, 2016

(time) 10:30 a.m.

(attest) Kris Sofley

At: www.Unitedwater.org