

Board of Directors  
Bruce E. Dandy, President  
Robert Eranio, Vice President  
Daniel C. Naumann, Secretary/Treasurer  
Sheldon G. Berger  
Lynn E. Maulhardt  
Edwin T. McFadden III  
Michael W. Mobley



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, March 8, 2016 - 9:00 A.M.**  
**Board Room, UWCD G.I. “Irv” Wilde Headquarters**  
**106 North 8<sup>th</sup> Street, Santa Paula, California**

**1. Public Comment**

**2. Approval of February 9, 2016 Finance and Audit Committee Meeting Minutes**

The Committee will review the minutes from the February 9, 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. March 9, 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 March 9, 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 2.7** Adopt Ordinance No. 20 as introduced at the February 10, 2016 Board meeting. The fiscal impact would be limited to the actual compensable time worked by Directors. The rate increase from \$196.00 to \$200.00 could increase annual costs by up to \$3,360 per year to the District. However, the annual cost increase will more likely be approximately \$1,700, based on the historical activities of the Board.

**AGENDA ITEM 3.D** Authorize the General Manager to execute a professional services agreement with Griffith Wildlife in the amount of \$123,450 to complete riparian bird surveys for the Santa Felicia Project for one breeding season and for the Multiple Species Habitat Conservation Plan for five breeding seasons and authorize an expenditure of \$41,492 for work to be conducted in the first breeding season (FY15-16/FY16-17). The expenditure in FY15-16 (\$24,684) for the MSHCP portion of the surveys are included in the budget. The expenditure is split equally between the Freeman Fund and the Freeman Rehab CIP Fund. The expenditures for subsequent years of MSHCP surveys would be included in the respective future budgets. The FY 15-16 expenditure (\$16,808) for the Santa Felicia portion of the surveys will come from a budget transfer between projects under the Water Conservation Fund, consistent with the District’s Environmental Activity Cost Allocation Policy.

**AGENDA ITEM 3.E** Authorize the General Manager to enter into a professional services agreement with BioResources Consultants Inc. in the amount of \$71,515 to complete noxious weed management activities at the Lake Piru facility over a five-year term, in

compliance with United's license issued by the Federal Energy Regulatory Commission (FERC) for the Santa Felicia Project, and authorize an expenditure of \$13,039 for work to be conducted in FY15-16. The expenditures for FY15-16 (\$13,039) are included in the budget. The expenditures for subsequent years would be included in the respective budgets. The funding source for the expenditure is the Water Conservation Activities Fund, consistent with the District's Environmental Activity Cost Allocation Policy.

**AGENDA ITEM 3.F** Authorize the General Manager to execute a grant agreement with the California Department of Fish and Wildlife (CDFW) to receive up to \$750,000 in grant funding for completing specific tasks associated with developing the multiple species habitat conservation plan (MSHCP). This will have a positive fiscal impact for both the Water Conservation Activities Fund and the Freeman Fund.

**AGENDA ITEM 3.G** Authorize the General Manager to amend a professional services agreement with Cardno to conduct additional tasks for the development of a habitat improvement plan (HIP) for lower Piru Creek as required in United's license issued by the Federal Energy Regulatory Commission (FERC) for the Santa Felicia Project and authorize the expenditure of the amount of \$60,474. Of the expenditures, \$50,000 are included in the FY 2015-16 Budget in the Water Conservation Fund. In addition, \$10,474 will be covered by a transfer from the FERC Release project to the FERC Habitat Improvement Plan project since the FERC Release project will not be undertaken in FY2015-16. This is consistent with the District's Environmental Activity Cost Allocation Policy.

**AGENDA ITEM 3.H** Authorize the General Manager to amend a professional services agreement with Rincon Consultants to add surveys for the California least tern at the Saticoy Recharge Facility for the 2016 breeding season, in support of the multiple species habitat conservation plan (MSHCP), and authorize an expenditure of \$27,000. The expenditure (\$27,000) is included in the FY 2015-16 Budget in the Water Conservation Activities Fund, consistent with the District's Environmental Activity Cost Allocation Policy.

**AGENDA ITEM 6.2** Authorize the General Manager to execute a contract with Tyler Technologies in an amount not to exceed \$109,326 for a new financial software system and implementation services. The FY 2015-16 Budget includes \$110,000 for the purchase of a new financial system.

**AGENDA ITEM 6.3** Authorize the Chief Financial Officer to assign claim of delinquent accounts to Attorney Recovery Systems, Inc. (ARS). The District would forego between 15% to 45% of the outstanding balances assigned to ARS. While the actual fiscal impact is difficult to determine, staff believes this arrangement provides a positive financial impact to the District because it would only incur collection costs on balances recovered, which are accounts unlikely to be collected through the District's internal collection efforts.

**AGENDA ITEM 7.2** Authorize the General Manager to: (1) execute professional services agreements with the selected list of professional engineering, surveying, geotechnical, and environmental consulting firms for on-call services; and (2) increase the authorization limits for the on-call service contracts as recommended by staff. The fiscal impacts cannot be quantified at this time. It is anticipated that the majority of work to be performed under the on-call services contracts would be for items already included in the annual budget. The on-call services could be used for emergencies, disaster response and other unplanned activities. The ability to maintain project schedules and deliver projects in a reasonable

time frame is a benefit that cannot be quantified at this time. Funding for this item exists either in the specific project budgets or in savings within the engineering division.

**AGENDA ITEM 7.3** Authorize the General Manager to execute the revised agreement with Ventura County Watershed Protection District (VCWPD) for the installation and maintenance of precipitation and stream gage equipment at certain locations within the Piru Creek Watershed. There are sufficient funds budgeted to reimburse VCWPD for the San Guillermo rain gage.

**AGENDA ITEM 7.4** Authorize the General Manager to execute a professional services agreement with Rincon Consultants, Inc. in the amount of \$37,120 to provide environmental project management and environmental support services for the Santa Felicia Dam environmental compliance documents for the spillway modification and outlet works replacement projects. There is sufficient funding for this contract. The cost will be evenly split between the Santa Felicia Dam Probable Maximum Flood Containment Spillway Improvements project and the Santa Felicia Dam Outlet Works project.

**AGENDA ITEM 8.3** Authorize the General Manager to enter into contract(s) with groundwater modeling experts to perform a technical review of the District's groundwater flow model development efforts. Adequate funds for this project (\$100,000 total for all modeling experts) were included in FY15-16 Budget. Funds to support ongoing expert panel review efforts for future phases of the model development effort will be included in future budgets.

**4. Monthly Investment & Pipeline Delivery Reports (January 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 January 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. 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: AR**

**Posted: (date) March 2, 2016 (time) 1:45 p.m. (attest) Ofelia Leon**

**At: United Water Conservation District Headquarters, 106 No. 8<sup>th</sup> St., Santa Paula, CA**

**Posted: (date) March 2, 2016 (time) 2:05 p.m. (attest) Ofelia Leon**

**At: [www.Unitedwater.org](http://www.Unitedwater.org)**