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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, April 12, 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 and March 8, 2016 Finance and Audit Committee Meeting Minutes**  
The Committee will review the minutes from the February 9, 2016 and March 8, 2016 Finance and Audit Committee meetings and approve as submitted or direct staff to revise as necessary to accurately reflect the discussion and actions taken at the meetings.
- 3. April 13, 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 April 13, 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 budgeted expenditures for the purchase of a new vehicle for the Operations & Maintenance (O&M) Department in an amount not to exceed \$30,000. Expenditure of \$30,000 from FY 2015-16 budgeted funds from the Water Conservation, Freeman, Pleasant Valley and Pumping Trough Pipeline Funds for the replacement of an O&M vehicle.

**AGENDA ITEM 6.2** Authorize staff to initiate a Proposition 218 process for consideration of a rate increase(s) (and the amount of such increase(s)) to the FY 2016-17 Water Conservation Activities Fund Groundwater Extraction/Replenishment Charge (Zone A) and the Freeman Diversion Fund Groundwater Extraction/Replenishment Charge (Zone B) and/or the establishment of a new zone(s). If the Board elects to proceed with a Proposition 218 process to consider a rate increase, authorize the transmittal of notices and set a public hearing for June 8, 2016. Authorizing staff to initiate the Proposition 218 process will have minimal fiscal impact on the District for copying and mailing Proposition 218 public hearing notices.

**AGENDA ITEM 6.3** Authorize the General Manager to 1) execute professional service agreements with Dr. Bill Mathis, of Mathis Consulting Group, for organizational effectiveness facilitation in an amount of \$20,000, and with The Kahlen Group for grant writing services in an amount of \$10,000 and 2) re-appropriate savings within the Overhead funds to cover the cost of these agreements. Staff has identified savings in the FY 2015-16

Budget for the Overhead Fund to cover the cost associated with both professional service agreements. As such, there will be no additional fiscal impact should the Board decide to authorize the General Manager to execute the contracts.

**AGENDA ITEM 7.2** Authorize reallocation of \$20,000 to cover the District's cost share in the Channel Islands Regional Geographical Information System (GIS) Collaborative Aerial Imagery project. This project is unbudgeted but can be covered by reallocating some savings in the general and administrative costs account within the General Water Conservation Fund.

**AGENDA ITEM 7.3** Authorize the General Manager to execute an amendment in an amount of \$113,000 to the professional services agreement with AECOM to continue Phase II 2-Dimensional Modeling of the hydraulic design and analysis of the Freeman Diversion Fish Passage Facility. The hydraulic design and analysis of the Freeman Diversion Fish Passage Facility is included in the FY 2015-16 Budget, and sufficient funds are available to provide the additional \$113,000 requested for the contract amendment.

**AGENDA ITEM 7.4** Receive the Draft Urban Water Management Plan (UWMP) Update and set June 8, 2016 as the date of the public hearing for adopting the update. Adoption of the Urban Water Management Plan Update is mandated by the California Water Code. Failure to adopt the update could render the District ineligible for future grants and financial assistance. In accordance with Section 10656 of the California Water Code, an urban water supplier that does not prepare, adopt, and submit its urban water management plan to the California DWR is ineligible to receive funding pursuant to Division 24 (commencing with Section 78500) or Division 26 (commencing with Section 79000), or receive drought assistance from the state until the urban water management plan is submitted pursuant to this article.

**AGENDA ITEM 7.5** Award a contract to GEI Consultants, Inc. for the Santa Felicia Dam Outlet Works Phase 2 Alternatives Study in the amount of \$740,000. While there is not sufficient funding in the FY 2015-16 Budget for the entire Phase 2 Alternatives Study, the Board of Consultants and preparation of the EIS/EIR, there is sufficient funding to meet anticipated cash flow needs through FY 2016-17 of \$587,000. Staff will request additional funding for the remaining expenses in the FY 2017-18 Budget. Additionally, the contract contains language indicating contract approval is contingent upon approval of future year funding.

**AGENDA ITEM 7.6** Award a contract to GEI Consultants, Inc. for the Santa Felicia Dam Spillway Improvements Phase 2 Alternatives Study in the amount of \$699,000 and authorize a re-appropriation of \$120,000 from the Outlet Works to the SFD Spillway Improvement project. While there is not sufficient funding in the FY 2015-16 Budget for the entire Phase 2 Alternatives Study, the Board of Consultants and preparation of the EIS/EIR, staff is requesting a reappropriation of \$120,000 from the outlet works improvement project to meet anticipated cash flow needs through FY 2016-17 of \$561,000. Staff will request funding for the remaining expenses in the FY 2017-18 Budget. Additionally, the contract contains language indicating contract approval is contingent upon approval of future year funding.

**AGENDA ITEM 7.7** Staff recommends that Board of Directors award a contract to perform iron and manganese pilot plant testing to Layne Christensen Company in the amount of \$21,000. There are sufficient funds in the current budget to perform the pilot plant testing, provide filter feed and sampling connections, provide a power source and perform the water quality analysis.

**AGENDA ITEM 8.2** Direct the General Manager and staff to work with other eligible entities and stakeholder groups towards the formation of Groundwater Sustainability Agencies (GSAs) in the Mound, Fillmore, and Piru basins. Provide guidance to the General Manager and staff on the Board of Director's preference for the District's role in these GSAs. The fiscal impact of this effort is expected to be negligible this fiscal year as the majority of the effort would be done with existing staff. An unknown fiscal impact from legal counsel engagement (e.g., review of JPAs) is expected, but currently unquantifiable. The proposed budget for FY 2016-17 (under development) contains funds to address the anticipated legal expenses.

**4. Monthly Investment & Pipeline Delivery Reports (February 29, 2016)**

The Committee will review and discuss the District's investment portfolio and cash position, as well as the pipelines' water activity as of February 29, 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 third quarter, FY 2015-16.

**7. Collection Accounts Report**

The Committee will review a report of all accounts referred for collection during the third quarter, FY 2015-16.

**8. (Board Agenda Item 6.1) 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) April 7, 2016 (time) 11:30 a.m. (attest) Ofelia Leon**

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

**Posted: (date) April 7, 2016 (time) 11:40 a.m. (attest) Ofelia Leon**

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