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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, May 10, 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 April 12, 2016 Finance and Audit Committee Meeting Minutes

The Committee will review the minutes from the April 12, 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 meetings.

3. May 11, 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 May 11, 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.C Authorize the General Manager to amend a 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 \$40,000. Funds to be expended were included in the adopted FY 2015-16 Budget in the Freeman Fund.

AGENDA ITEM 3.D Authorize the General Manager to execute an amendment the professional services agreement with Rincon Consultants for additional scope of work associated with developing the Multiple Species Habitat Conservation Plan (MSHCP) and authorized the expenditure of \$40,000. The funds to be expended are included in the adopted FY 2015-16 Budget.

AGENDA ITEM 3.E Authorize the General Manager to execute an amendment to the professional services agreement with Stillwater Sciences for assessing the effects of water diversion operations at the Freeman Diversion on downstream riparian vegetation for the Multiple Species Habitat Conservation Plan and authorize the expenditure of \$15,000. The funds to be expended are included in the adopted FY 2015-16 Budget.

AGENDA ITEM 4.3 Authorize the General Manager to execute an amendment to the professional services agreement with Cardno for additional scope of work associated with incorporating revised strategies to finalize the Lake Piru Quagga Mussel Monitoring and Control Plan and authorize a supplemental appropriation and expenditure of \$52,106. The

funds to be expended are not in the adopted FY 2015-16 Budget and a supplemental appropriation of \$52,106 is necessary.

AGENDA ITEM 7.2 Authorize the General Manager to execute Change Order No. 2 in the amount of \$82,000 to Design Space Modular Buildings, Inc. to include the installation of the modular building on site. The FY 2015-16 Budget has a current balance of \$305,679 for the construction of the new modular office. The project is 100 percent funded by the General/Water Conservation CIP Fund. While there is sufficient money for the contract modifications to construct and install the building, additional funding may be requested to complete the site construction prior to the building installation.

AGENDA ITEM 8.3 Direct staff to seek a 60-day extension for the \$18,170 Southern California Edison payment due and authorize the General Manager to make future decisions regarding this payment if the extension request is denied. The current budget is insufficient to fund the \$18,170 for the SCE installment payment should the Board elect to proceed with the project. The approval of the supplemental appropriation would be contingent on the District fulfilling its contractual obligations for all funds.

AGENDA ITEM 9.2 Authorize a supplemental appropriation for the operational priority replacement of the 36-inch Oxnard-Hueneme Pipeline (OH) System well field magnetic flow meter in the amount of \$40,000. Action requires Board authorization for a supplemental appropriation of \$40,000 to be funded from the OH Fund balance.

AGENDA ITEM 9.3 Authorize a \$17,000 supplemental appropriation of Oxnard-Hueneme funds and the expenditure of those funds for the lowering of Oxnard-Hueneme Well #15 pump assembly. The funds to be expended are not in the adopted FY 2015-16 Budget and a supplemental appropriation of \$17,000 is necessary.

AGENDA ITEM 9.4 Authorize the General Manager to execute a contract for the replacement of Pumping Trough Pipeline Well #3 pump assembly in the amount of \$100,000. Action requires Board authorization of a supplemental appropriation of \$100,000 to be funded from the PTP Fund balance. The supplemental appropriation would bring the projected FY 2015-16 year-end PTP fund balance to approximately \$480,000, still above the reserve goal of between \$250,000 – 300,000.

4. Third Quarter 2015-16 Financial Reports (July 1, 2015 – March 31, 2016)

The Committee will review and discuss the cash position of the District as of March 31, 2016 and the status of the District's investment portfolio and adherence to the Investment Policy for FY 2015-16. The Committee will provide direction to staff as necessary to ensure the fiscal stability of the District. Staff will make recommendations for modifications in revenues and allocations and will provide an update on projected year end reserve levels by fund.

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. Proposed FY 2016-17 Budget

The Committee will receive a summary presentation of the Proposed FY 2016-17 Budget and anticipated adoption process.

7. (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) May 5, 2016 (time) 3:50 p.m. (attest) Ofelia Leon

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

Posted: (date) May 5, 2016 (time) 3:55 p.m. (attest) Ofelia Leon

At: www.Unitedwater.org