

REVISED AGENDA

FINANCE AND AUDIT COMMITTEE MEETING **Tuesday, February 12, 2019 – 9:00 A.M.** **1701 Lombard Street, 2nd Floor Conference Room** **Oxnard, California 93035**

1. Public Comment

2. Approval of January 15, 2018 Finance and Audit Committee Meeting Minutes

The Committee will review the minutes from the January 15, 2018 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. February 13, 2019 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 February 13, 2019 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 4.1 Board to consider authorizing the General Manager to execute a letter of engagement agreement for 2019 with government advocacy firm Foley & Lardner LLC. There are sufficient funds in the FY 2018-19 budget to cover the expected costs of the agreement during the fiscal year. Funds will be included in the FY 2019-20 budget for the expenditures expected beginning in July 2019.

AGENDA ITEM 4.2 Board to consider adopting Resolution 2019-03, requesting the inclusion of the District's newly appointed Chief Financial Officer Joseph Jereb as an authorized signer on the District's bank account at Bank of the Sierra. There will be no fiscal impact attributed to this request.

AGENDA ITEM 4.3 Board to consider adopting the revised Board of Directors Travel and Expense Reimbursement Policy (Section 7 UWCD Board of Directors Policies and Procedures). The proposed revisions to the existing policy will improve efficiencies in travel expense management. The change in per diem will be expense neutral. Changes to travel/training, based on an average of 12 to 15 trips to Washington, D.C. per year, may increase Travel funds by \$3,000.

AGENDA ITEM 4.4 Board to consider authorizing the General Manager to execute a professional services agreement with Best Environmental Subsurface Science and Technologies, Inc. (BESST) in the amount of \$54,400 to perform well profiling services of El Rio Wells No. 13 and 16 and provide recommendations for selective extraction. Board will additionally consider authorizing a supplemental appropriation of \$63,000 (includes \$8,600 for laboratory testing) for the project from the Oxnard-Hueneme Pipeline Fund. The funds to

be allocated are not in the adopted FY 2018-19 Budget. A supplemental appropriation of \$63,000 is necessary.

AGENDA ITEM 4.5 Board to consider adopting Resolution 2019-02, certifying the Final Environmental Impact Report (Final EIR) for the Santa Felicia Dam Safety Improvement Project and set February 13, 2019 as the date for approval of the Santa Felicia Dam Safety Improvement Project. The FY 18/19 Budget includes the preparation of the final EIR and no additional funding is being requested for this work at this time.

AGENDA ITEM 4.6 Board to consider approving an amendment to the lease agreement with AT&T Communications of Illinois, Inc. and authorize the General Manager to execute the amendment to the agreement on behalf of the District. To date, this lease has provided approximately \$75,000 of lease income to the District. The approximate projected income over the full term of this proposed lease amendment is \$ 592,000. Legal fees for review of the lease renewal are estimated to be \$1,200.

4. Second Quarter 2018-19 Financial Reports (July 1, 2018 – December 31, 2018)

The Committee will review and discuss the cash position of the District as of December 31, 2018 and the status of the District's investment portfolio and adherence to the Investment Policy for FY 2018-19. The Committee will provide direction to staff as necessary to ensure the fiscal stability of the District. Staff will also 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. Collection Accounts Report

The Committee will receive an update on delinquent accounts referred to collections, as well as on the progress made on collection efforts through the second quarter of FY 2018-19.

7. Second Quarter 2018-19 Budget Adjustments

The Committee will review and discuss the adjustments made to the budget during the second quarter (October 1, 2018 – December 31, 2018).

8. 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 second quarter, FY 2018-19.

9. Monthly Administrative Services Department Update

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

10. Future Agenda Items

The Committee will address with staff any issues they would like to see added to future agendas.

Directors:

Bruce Dandy
Shelly Berger
Dan Naumann

Staff:

Mauricio E. Guardado, Jr.
Anthony Emmert
Robert Siemak
Joseph Jereb
Erin Gorospe
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: 

Posted: (date) February 11, 2019

(time) 2:45p.m.

(attest) *Kris Sofley*

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

Posted: (date) February 11, 2019

(time) 2:45p.m.

(attest) *Kris Sofley*

At: www.Unitedwater.org