



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

General Manager
Mauricio E. Guardado, Jr.

Legal Counsel
David D. Boyer

AGENDA
RECREATION COMMITTEE MEETING
Wednesday, February 3, 2021 at 9:00 a.m.
District Headquarters, Board Room
1701 N. Lombard Street, Oxnard, CA 93030

Meeting attendees should be aware that the meetings of the Committee are, as required by law, open to the public and the District has very limited powers to regulate who attends Committee meetings. Therefore, attendees must exercise their own judgement with respect to protecting themselves from exposure to COVID-19, as the District cannot ensure that all attendees at public meetings will be free from COVID-19.

In addition to its public meeting, people may choose to participate virtually using the Webex video conferencing application. To participate in the Recreation Committee Meeting via Webex, please click on this link:
<https://unitedwaterconservationdistrict.my.webex.com/unitedwaterconservationdistrict.my/j.php?MTID=md183ae0a67e6a279f4b4ef136686e6a4>

Meeting number: 126 761 2071

Password: h2eB67UeDmt (42326783 from phones)

Join by phone (audio only): 1-408-418-9388 (toll rates apply) Access code: 126 761 2071

OPEN SESSION 9:00 a.m.

Committee Roll Call

1. Public Comment

The public may address the Recreation Committee on any matter on the agenda or within the jurisdiction of the Committee. All comments are subject to a five-minute time limit.

2. Approval of Minutes

Motion

The Committee will review the Minutes from the January 6, 2021, meeting and approve as submitted or direct staff to revise as necessary to accurately reflect the discussion and action taken at the meeting.

3. Visitation and Revenue Recap

The Committee will receive an oral report and presentation from staff on the visitation and revenue associated with Recreation Area.

4. Monthly Operational Update

The Committee will receive and review the monthly report. Additionally, receive an oral report and presentation from staff which include ongoing tasks and activities from the Lake Piru Recreation Area for the month of January 2021.

5. Future Agenda Items

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



ADJOURNMENT

Directors:

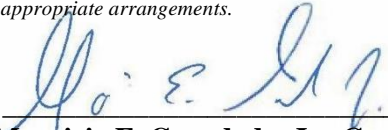
Sheldon G. Berger, chair
Mohammed A. Hasan
Edwin T. McFadden III

Staff:

Mauricio E. Guardado, general manager
Clayton Strahan, chief park ranger
Josh Perez, human resources manager
Zachary Plummer, IT manager
Jackie Lozano, administrative assistant

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: _____


Mauricio E. Guardado, Jr., General Manager

Posted: (Date) January 28, 2021 (time) 5:00p.m. (attest) Jackie Lozano
At: United Water Conservation District Headquarters, 1701 N. Lombard Street, Oxnard, CA 93030

Posted: (Date) January 28, 2021 (time) 5:00p.m. (attest) Jackie Lozano
At: www.unitedwater.org



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Daniel C. Naumann

General Manager
Mauricio E. Guardado, Jr.

Legal Counsel
David D. Boyer

MINUTES
RECREATION COMMITTEE MEETING

Wednesday, January 6, 2021 at 9am
1701 N. Lombard Street, Board Chambers, Oxnard CA 93030

Directors:

Sheldon G. Berger, Chair
Mohammed A. Hasan
Edwin T. McFadden III

Staff:

Mauricio E. Guardado, general manager
David D. Boyer, legal counsel
Clayton Strahan, chief park ranger
Josh Perez, human resources manager
Joseph Jereb, chief financial officer
Zachary Plummer, IT administrator
Kris Sofley, executive assistant

Committee Roll Call: 8:59a.m.

Clerk called the roll: Directors Berger, Hasan and McFadden were all participating via WebEx

OPEN SESSION: 9a.m.

Chair Berger call the meeting to order at 9a.m.

1. Public Comment

Although there were no members of the public present in the Boardroom or online, Chair Berger asked if there were any public comments. None were offered.

Chair Berger asked District Legal Counsel David Boyer to explain what the Committee would be discussing in Executive (Closed) Session. Mr. Boyer said the Committee would be discussing one case of anticipated litigation and one case of existing litigation, the case of Josey Hollis Dorsey and the Estate of Naya Rivera versus the County of Ventura, UWCD and PMC.

2. Executive (Closed) session 9:01a.m.

Chair Berger adjourned the Committee to Executive (Closed) session.

2.1 Conference with Legal Counsel-Anticipated Litigation

Pursuant to Government Code Section 54956.9(d)(2), one (1) case.

2.2 Conference with Legal Counsel – Existing Litigation

Pursuant to Government Code Section 54956.9 (d)(1)

- A. Josey Hollis Dorsey, a minor, through his guardian ad litem Ryan Dorsey; and The Estate of Naya Rivera, through its personal representative, Justin Stiegemeier, v. County of Ventura, a California public entity; United Water Conservation District, a California public entity; and Parks and Recreation Management, d/b/a Parks Management Company, a California corporation; and Does 1-20, inclusive, Superior Court of the State of California for the County of Ventura Case No. 56-2020-00547077-CU-PO-VTA



The Committee returned to Open Session at approximately 9:44a.m.

3. Oral Report Regarding Executive (Closed) Session

District Legal Counsel David D. Boyer reported that the Committee took no action during Executive (Closed) session that would be reportable under the Brown Act.

4. Future Agenda Items

Chair Berger asked the Committee members if there were any topics they would like to discuss at future Committee meetings. Chair Berger said he would like to have regular updates on the management of Lake Piru Recreation Area. Director McFadden said that Chief Ranger Strahan and staff have done a very good job and Chair Berger added that it is a yeoman's job and appreciates everyone's hard work. Director Hasan thanked Mr. Guardado and staff for the tour they provided of the Lake Piru Recreation Area, adding that it had been three decades since his company did improvements to the water and wastewater infrastructure at the lake.

Motion to adjourn the meeting, Director McFadden; Second, Director Hasan. Roll call vote: three ayes (Berger, Hasan, McFadden). Meeting was adjourned by Chair Berger at 9:48a.m.

ADJOURNMENT 9:48a.m.

I certify that the above is a true and correct copy of the minutes of the UWCD Recreation Committee meeting of January 6, 2021.

ATTEST:

Sheldon G. Berger, Chair



Staff Report

To: UWCD Recreation Committee Members

Through: Mauricio E. Guardado, Jr., General Manager

From: Clayton W. Strahan, Chief Park Ranger

Date: January 24, 2021 (February 3, 2021 Meeting)

Agenda Item: 4. (Board Item 5.2) Monthly Park and Recreation Department Report
Information item

Staff Recommendation:

The Committee will receive this staff report and a presentation from the Park and Recreation Department staff regarding its activities for the month of January.

Discussion:

Traditionally, January is seen as the opportunity to start the year on a fresh note, make improvements, and prepare the Recreation Area for the coming summer season. As the Board is aware, the Lake Piru Recreation Area has been operated by a concessionaire for the past 12 years. As of January 1, 2021, the District began directly managing operations at the Lake. As a result, staff stayed extremely busy adapting to an expanded and diverse workload. The regular maintenance challenges continued, and staff also had to be present to operate the entry kiosk, complete administrative tasks related to receiving and processing payments for park use, coordinate contracts for supplies and utility services, and plan for future operations at the lake. Recreation staff were assisted in this process by others from throughout the District, including the Operations and Maintenance, Engineering, Administrative Services, Finance, and Environmental Services Departments. As noted below, this effort is already proving to be a successful and beneficial decision.

Throughout the month of January 2021, Recreation staff have worked hard to make positive changes at the Recreation Area.

Operations at the Recreation Area were somewhat hampered by the ongoing regional stay-at-home order associated with COVID-19, as the District is still unable to accept campers at the facility. This restriction significantly limits the revenue generating ability of the facility. Despite this obstacle, preliminary indicators of staff's efforts are proving to be overwhelmingly positive. Finalized figures were not available at the time of the filing of this report, but a partial analysis showed that day use revenue was increased by 632% and day use visitation was increased by 637% from the same period in January 2020. While it is uncertain as to whether this trend will continue with such intensity throughout the year, a busy January leaves us hopeful that visitation will remain high going forward and the year ahead will be productive and fruitful for the District. As we move into February, Recreation staff are focused on refreshing the facility, securing a concessionaire for the marina and storefront operations, completing a staffing plan and hiring quality staff, and preparing for the year ahead.

1. Tasks and Activities

- January 1, 2, 3, 5: With assistance from O&M staff, searched for, located, isolated, and coordinated the repair of a leaking 6” line in the domestic water system.
- January 5: Disposed of an abandoned boat that had been stored in the dry storage yard for several years.
- January 6: Installed a printer in the gatehouse to provide greater efficiencies for staff.
- January 7: Removed significant amounts of debris from the area of Piru Canyon Road adjacent to the Recreation Area.
- January 9, 10, 14, 20: Worked to clear several downed trees throughout the Recreation Area due to a significant wind event.
- January 9, 13, 14: With assistance of Administrative staff, cleaned and inventoried the Condor Point store.
- January 10: Removed a significant amount of trash from the dry storage / shop area.
- January 10: Picked up and disposed of trash that had been scattered across the day use picnic area by high winds.
- January 11, 12: Pressure washed picnic tables throughout the Recreation Area to provide higher quality facilities for guests and determine which picnic tables need repainting or replacement.
- January 12: Installed new IT infrastructure at the Santa Felicia Dam and Lake Piru Water Treatment Plant to assist IT Staff.
- January 13: With assistance from O&M staff, worked together to clean the chlorine injection quill at the Lake Piru Water Treatment Plant to ensure continued flow of safe drinking water.
- January 16: With assistance from O&M staff, constructed a pad of base fill in Resident’s Row to place a storage container on.
- January 17: Changed a leaking rubber gasket on a pre-filter vessel at the Lake Piru Water Treatment Plant.
- January 17: Repaired a leaking drip irrigation line in the Group 2 campground.
- January 17: Painted trim in an ongoing effort to improve the appearance of the gatehouse.
- January 18: Replaced the door on the paint storage shed which had broken down and was no longer functional.
- January 18, 21: Installed and mounted a safe at the Recreation Area to better secure cash and other valuables stored on premises.
- January 18: With the assistance from a state contractor, installed public awareness signs provided by the California Department of Boating & Waterways at several locations throughout the facility. These signs are intended to increase safety and reduce pollution at the Recreation Area.
- January 19: Installed webcams on several computers at the Santa Felicia Dam to assist IT staff.
- January 20: With assistance from O&M staff, transferred polymer for the Lake Piru Water Treatment Plant and returned the plant to operational condition after two days of shutdown due to Public Safety Power Shutoff events.
- January 21: Installed cloud-based CCTV cameras at several locations throughout the facility to provide a higher level of security in the Recreation Area.

- January 23: Cleared multiple large rocks which had fallen onto Piru Canyon Road due to wind and rain.
- January 24: Continued with efforts to cut and remove downed trees that blocked the Oak Lane fire road. The fallen trees were a result of recent windstorms that brought down dead oak trees near Group Camp One.

2. Training/Meetings/Events

- January 11, 18, 22: Met with several landscaping services to secure proposals for a potential landscaping contract for the Recreation Area. This effort is being done to evaluate the benefit of performing the work with a contracted vendor versus purchasing equipment and having District staff perform the work.
- January 12: Completed Live-Scan fingerprinting through the Ventura County Sheriff's Office to access criminal justice information and work more efficiently.
- January 14: Participated in a meeting to ensure District's compliance with Payment Card Industry standards, as we are now directly accepting payment at the Recreation Area.
- January 15: Met with representatives from House Sanitary Supply to secure necessary cleaning supplies for the Recreation Area.
- January 17: Completed periodic training on policy and operating procedures through the District's contracted policy vendor Lexipol.
- January 19: Met with Environmental Services staff to review permitting from California Department of Fish & Wildlife and ensure compliance with environmental regulations.
- January 20: Met with Engineering staff to discuss potential CIP projects in the coming fiscal year and to discuss a five-year CIP project list for the Recreation Area.
- January 21: Met with representatives from Southeast Media to review the first version of the Recreation Area's new reservation system and familiarize themselves with the operation of the system. Staff identified several changes and will be working with the firm to further refine the software.

3. Revenue & Visitation Recap

2020 End of Year Revenue Recap & Comparison	
2019 Calendar Year (Jan.-Dec.)	\$1,073,654.11
2020 Calendar Year (Jan.-Dec.)	\$ 470,834.51
Total Revenue Increase/Decrease from Prior Year	-\$ 602,819.60
2021 Revenue Recap & Comparison	
2021 Day Use Revenue (Jan. 1-22)	\$ 12,496.00
2020 Day Use Revenue (Jan. 1-31)	\$ 1,570.00
Total Revenue Increase/Decrease from Prior Year	\$ 10,926.00

Revenue has been impacted by the park closure order due to COVID-19

2020 Total Visitation Figures				
Month	# Nights/Sites	# People	# Vehicles	# Vessels
January	127	739	339	26
February	197	1253	556	130
March	117	893	387	68
April	0	0	0	0
May	0	0	0	0
June	0	0	0	0
July	720	4307	1688	243
August	171	3478	1421	415
September	686	7781	3109	760
October	618	6474	2591	635
November	626	4700	1866	273
December	33	1691	809	150
Total	3295	32404	12766	2700
2021 Total Visitation Figures				
Month	# Nights/Sites	# People	# Vehicles	# Vessels
January	0	2036	899	106

4. Incidents/Arrests/Medicals

- There were three incidents of note during the month of January. They are as follows:
 - On January 2, 2021, Rangers located a vehicle left in the parking lot near the marina after hours. Rangers checked the area on foot and by boat and located the overdue party on the lake in an unlit inflatable raft. Their trolling motor had broken down and they were attempting to paddle back to the marina. Rangers provided the group with a ride back to the marina in the patrol boat and ensured they safely departed the Recreation Area.
 - On January 14, 2021, Rangers located a vehicle left in the parking lot near the marina after hours. Rangers checked the area on foot and by boat and located the overdue party on the lake in an unlit canoe without personal flotation devices. Rangers provided the group with a ride back to the marina on the patrol boat. Once back on land, Rangers determined that both persons in the canoe had been drinking and were not legally able to drive their vehicle. Rather than take enforcement action, Rangers opted to educate the group and coordinate a sober driver to come to the lake and transport the group out of the Recreation Area.
 - On January 22, 2021, Rangers completed a patrol of District property in the Santa Clara River drainage near Saticoy. Rangers identified a large fallen tree which will need to be removed from the access roadway into the area. Additionally, Rangers determined that a previously identified large homeless encampment on the property had been vacated but a smaller encampment had been established. Rangers are following up with the Ventura Police Department to conduct further patrols of the area.

5. Citations/Enforcement Summary

On January 3, 2021, Rangers issued a citation for violation of Ordinance 15, Section 3.2 (Enter/Use Recreation Area w/o Paying Fee) to a subject who was unwilling to voluntarily comply with District Ordinance.

6. Grants

Staff is continuing to actively monitor and evaluate all available grant opportunities. There is currently nothing to report on this matter.