



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

General Manager  
Mauricio E. Guardado, Jr.

Legal Counsel  
David D. Boyer

**AGENDA**  
**REGULAR BOARD MEETING**

**Wednesday, March 9, 2022, 12:00 P.M.**  
**Board Room, UWCD Headquarters**  
**1701 N. Lombard Street, Oxnard CA 93030**

Meeting attendees should be aware that the meetings of the Board are, as required by law, open to the public and the District has very limited powers to regulate who attends Board 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.

**BOARD MATTERS**

*Normally, Action (Motion) Items will be considered and acted upon separately; Consent Items will be considered and acted upon collectively, although a Consent Item may be considered and acted upon separately; and Information Items will be considered separately without action.  
The Board of Directors in its discretion may change the order of agenda items.*

**1. FIRST OPEN SESSION 12:00 P.M.**

Items to be discussed in Executive (Closed) Session will be announced.

**1.1 Public Comments**  
**Information Item**

Members of the public may address the Board on any matter on the Closed Session agenda or on any non-agenda item within the jurisdiction of the Board. All comments are subject to a five-minute time limit. Virtual participants, please use “raise hand” option in “participants” menu.

**1.2 EXECUTIVE (CLOSED) SESSION 12:05 P.M.**

The Board will discuss matters outlined in the attached Executive (Closed) Session Agenda (Exhibit A).

**2. SECOND OPEN SESSION AND CALL TO ORDER 1:30 P.M.**

**2.1 Pledge of Allegiance**

**2.2 Public Comment**  
**Information Item**

Members of the public may address the Board on any item on the Consent Calendar or on any non-agenda item within the jurisdiction of the Board. No action will be taken by the Board on any non-agenda item. All comments are subject to a five-minute time limit.

**2.3 Approval of Agenda**  
**Motion**

**2.4     Oral Report Regarding Executive (Closed) Session  
Information Item**

Presented by District Legal Counsel David D. Boyer.

**2.5     Board Members' Activities Report  
Information Item**

The Board will receive and file information regarding meeting participation provided by each of the Board Members through Monthly Activities (aka per diem) Reports.

**2.6     General Manager's Report  
Information Item**

The General Manager will present information on his activities of possible interest to the Board and that may have consequence to the District.

**2.7     Update on Brown Act Compliance  
Information Item**

The Board will receive and file information regarding updates on the Brown Act and compliance.

**2.8     Resolution 2022-11 Approving UWCD Board Policy Amendments  
Motion**

The Board will consider adopting Resolution 2022-11, approving amendments to existing UWCD Board policies, including: Board authorities (Section 2 – Executive (Closed) Session page 6), Committees (Section 3 – Standing Committee pages 6 and 7 regarding schedule change), and the District's Board of Directors Conflict of Interest, which has been updated to reflect changes in titles and the addition of new positions to the District's personnel and a few minor typographical errors in the District's Board of Directors Policies and Procedures document have been corrected.

**2.9     Resolution 2022-12, Supporting the Nomination of Scott H. Quady of  
Calleguas Municipal Water District to the California Water Insurance Fund  
Board, an ACWA JPIA Captive Insurance Company  
Motion**

The Board will consider adopting Resolution No. 2022-12, supporting the nomination of Scott H. Quady of Calleguas Municipal Water District to the California Water Insurance Fund Board, an ACWA JPIA Captive Insurance Company.

3. **CONSENT CALENDAR: All matters listed under the Consent Calendar are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member pulls an item from the Calendar. Pulled items will be discussed and acted on separately by the Board. Members of the public who want to comment on a Consent Calendar item should do so under Public Comments. (ROLL CALL VOTE REQUIRED)**

A. **Approval of Minutes**

**Motion**

Approval of the Minutes for the Regular Board Meeting of February 9, 2022 and the Special Board Meeting of February 28, 2022.

B. **Groundwater Basin Status Reports**

**Information Item**

Receive and file Monthly Hydrologic Conditions Report for the District.

C. **Monthly Investment Report**

**Information Item**

Report on the District's investments and the availability or restriction of these funds. All investments are in compliance with the District's investment policy, which is reviewed and approved annually by the Board.

- D. **Resolution 2022-08 Subsequent Finding that the Governor of California issued a Proclamation of a State of Emergency on March 4, 2020 relating to the COVID-19 virus and local officials continue to recommend social distancing measures to mitigate the spread of the COVID-19 virus and Authorizing remote teleconference meetings of the legislative bodies of United Water Conservation District for the period of March 9 through April 8, 2022, pursuant to Brown Act provisions**

**Motion**

The Board will consider adopting Resolution 2022-08 continuing subsequent findings that the requisite conditions exist for remote teleconference meetings of the District's legislative bodies without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e).

4. **PRESENTATIONS AND MONTHLY STAFF REPORTS (By Department)**

**Operations and Maintenance Department – Brian Collins**

4.1 **Monthly Operation and Maintenance Department Report**

**Information Item**

Summary report on monthly activities of the Operations and Maintenance Department, including but not limited to the District's facilities (Santa Felicia Dam and hydroplant; the Piru Groundwater Recharge facility; the Freeman Diversion; the Saticoy and El Rio Groundwater Recharge facilities; the Pleasant Valley and Pumping Trough Pipeline systems; and the Oxnard Hueneme Pipeline system), encompassing operating plans, the quantity and quality of water diverted and delivered, fish ladder operations, major maintenance problems and repairs, status of Operations and Maintenance projects and safety and training issues.

**Park and Recreation Department – Clayton Strahan**

**4.2 Monthly Park and Recreation Department Report**

**Information Item**

Summary report on monthly activities of the Park and Recreation Department, including but not limited to the Lake Piru Recreation Area, encompassing camping and boating policies at the lake; operations and activities; financing and status of facility improvement projects; maintenance activities; security issues; and emergency response activities.

**Water Resources Department – Dan Detmer**

**4.3 Monthly Water Resources Department Report**

**Information Item**

Summary report on the monthly activities of the Water Resources Department including but not limited to updates to the Ventura Regional Groundwater Flow Model; brackish water treatment feasibility study; upper Santa Clara River Chloride TMDL; hydrologic and well conditions statewide and locally; available Forebay storage; Ventura County well ordinance update; Fox Canyon GMA issues; City of Oxnard's recycled water program; potential water supply and recycled water projects, including use of United's terminal reservoirs; and various user groups (including but not limited to Oxnard Plain and Pumping Trough Pipeline groups).

**4.4 Update on Groundwater Sustainability Agencies (GSAs) and Sustainable Groundwater Management Act (SGMA)**

**Information Item**

Summary report on the monthly activities of the three local Groundwater Sustainability Agencies (Mound Basin GSA, Fillmore and Piru Basins GSA, and the Fox Canyon Groundwater Management Agency), for which the District serves as a member director, and the Santa Paula basin (adjudicated) Technical Advisory Committee (including formation of groundwater sustainability agencies in the District's basins, stakeholder and basin user groups, joint powers or governance agreements, development of water markets, and potential basin boundary changes). Staff may also report on state-wide issues related to the implementation of the Sustainable Groundwater Management.

**Administrative Services Department – Josh Perez and Brian Zahn**

**4.5 Monthly Administrative Services Department Report**

**Information Item**

Summary report on the monthly activities of the Administrative Services Department including but not limited to issues associated with budget development, financial performance versus budget plan, financial accounting requirements and procedures, potential debt issuance and related financial services, status of District investments and reserves, updates on its capital improvement programs, human resources and safety, District property and facilities maintenance and administration, District records and reports, groundwater extraction statements administration, risk management and District liability insurance matters, management of District contracts, policy development, governance procedures, and supporting activities of Board and staff.



**Engineering Department – Dr. Maryam Bral**

**4.6 Monthly Engineering Department Report**  
**Information Item**

Summary report on the monthly activities of the Engineering Department, including but not limited to water resources, planning efforts and department programs impacting the District, such as project design and construction; dam safety; FERC license compliance; Freeman Diversion; recycled water; pipeline operations and various engineering analysis.

**Environmental Services Department – Linda Purpus**

**4.7 Monthly Environmental Services Department Report**  
**Information Item**

Summary report on the monthly activities of the Environmental Services Department, including but not limited to environmental and regulatory issues of note to the District, water releases, operations of the fish ladder at the Freeman Diversion, various monitoring efforts, study plans and issues associated with the Endangered Species Act, including the Section 10 MSHCP process, future fish passage requirements, compliance with the District's FERC license/Biological Opinion, the Santa Felicia Dam, studies and operations in and near Piru Creek, and any interactions with Rancho Temescal and Rancho Camulos.

**5. MOTION ITEMS (By Department)**

**Administrative Services Department – Anthony Emmert, Josh Perez, Brian Zahn**

**5.1 Proposed Ordinance No. 26 - Consideration to Increase the Compensation of the Board of Directors**

**Motion**

The Board will consider adopting Ordinance No. 26, approving an increase in the Board of Director's per diem from \$237 to \$248 per day. A Public Hearing was held on February 9, 2022 as part of the Regular UWCD Board of Directors meeting. No public comments on the proposed Ordinance No. 26 were offered at that time. The Public Hearing was closed and Board President Dandy asked for the adoption of Ordinance No. 26 to be agendaized for the March 9, 2022 Regular Board meeting. If approved at this Regular Board meeting, the increase in the Director's per diem will take effect in 60 days (May 11, 2022).

**5.2 PUBLIC HEARING Resolution 2022-10 A Resolution of the Board of Directors of United Water Conservation District Initiating the Realignment of Directors' Division Boundaries to More Equitably Distribute Population among the Divisions in Accordance with the 2020 Census**

**Motion**

The Board President will open the Public Hearing and take comments from the public regarding the proposed realignment of Directors' Division Boundaries to more equitably distribute population among the Divisions in accordance with the 2020 Census. After all comments are heard, the Board President will close the

Public Hearing and the Board will consider adopting Resolution 2022-10 initiating the process of proposing new division boundaries within the District to establish a more equitable population balance.

**5.3 Request from Marz Farms Inc. to Waive Penalty Charges for Late Receipt of Groundwater Statements**

**Motion**

The Board will consider authorizing District staff to waive the penalties imposed on Marz Farms Inc. for the 2021 period one groundwater production statements.

**6. BOARD OF DIRECTORS READING FILE**

**7. FUTURE AGENDA ITEMS**

**8. ADJOURNMENT**

The Board will adjourn to the **Regular Board Meeting scheduled for Wednesday, April 13, 2022** or call of the President.

*All testimony given before the Board of Directors is recorded. Materials, which are non-exempt public records and are provided to the Board of Directors to be used in consideration of the above agenda items, including any documents provided subsequent to the publishing of this agenda, are available for inspection at the District's offices at 1701 N. Lombard Street, Suite 200, Oxnard CA 93030 during normal business hours.*

*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 materials 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) March 4, 2022**

**(time) 4:00p.m.**

**(attest) Kris Sofley**

**At: United Water Conservation District Headquarters, 1701 N. Lombard Street, Oxnard CA 93030**

**Posted: (date) March 4, 2022**

**(time) 4:15p.m.**

**(attest) Kris Sofley**

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

**EXHIBIT A**  
**EXECUTIVE (CLOSED) SESSION AGENDA**

**1. LITIGATION**

**1.1 Conference with Legal Counsel-Anticipated Litigation**

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

**1.2 Conference with Legal Counsel – Existing Litigation**

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

- A. City of San Buenaventura v. United Water Conservation District, et al, Santa Barbara County Superior Court Case No. 19CV06168, pending before the Court of Appeal of the State of California, Second Appellate District, Division 6, Court of Appeal No. B312471.
- B. Wishtoyo Foundation, et al v. United Water Conservation District, U.S. District Court for the Central District of California, Case No.2:16-cv-03869 GHK (PLAx).
- C. 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.
- D. OPV Coalition v Fox Canyon Groundwater Management Agency, Superior Court of the State of California, County of Ventura, Case No. 56-2021-00555357-CU-PT-VTA; Complaint for Comprehensive Groundwater Adjudication of the Oxnard Groundwater Subbasin (No. 4-004.02) and Pleasant Valley Subbasin (No. 4-006) Pursuant to Sections 830, *Et Seq.* of the Code of Civil Procedure; Declaratory Relief; Quiet Title; and Petition for Writs of Mandate.
- E. In re Sun Cress Distributors, Inc., United States Bankruptcy Court, Central District of California, Northern Division Case No.9:21-bk-11023-MB.



**Staff Report**

**To:** UWCD Board of Directors

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

**From:** Kris Sofley, Clerk of the Board

**Date:** February 27, 2022 (March 9, 2022 Meeting)

**Agenda Item:** 2.5 Board Members' Activities Reports  
**Information Item**

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**Staff Recommendation:**

The Board will receive and file information regarding meeting participation provided by each of the Board of Directors through Monthly Activities (aka per diem) Reports.

**Discussion:**

This item is provided on the agenda of each regular District Board of Directors meeting in order to allow Directors to report on non-agenda activities such as:

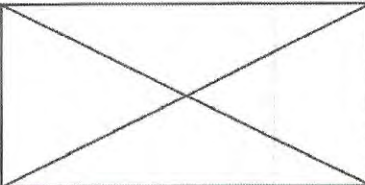
1. UWCD Committee participation – Committee Chair to report on Committee's objectives and actions to Board.
2. Meetings, workshops, conferences and functions attended during the previous month on behalf of the District.
3. Possible conflicts that Directors might have with respect to issues on the Agenda.

Attachments: A – Directors' Monthly Activities Reports (per diem)  
B - 2022 Calendar of District's Standing Committee and Outside Agency meetings  
C - 2022 AWA VC Calendar of Meetings and Events

**Board of Directors**  
**Activities and Expenses for Month** February **Year** \_\_\_\_\_

Due on last day of month

Director: Berger

<b>1. UWCD Board Meetings</b> Regular, special or emergency meetings.			<b>Date</b>	<b>Mileage</b>
			2/9	20
			2/28	20
<b>2. UWCD Committee/Advisory Body Meetings</b> Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.		<b>Committee Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
		Executive	2/1	20
		Recreation	2/2	20
		Finance	2/8	20
<b>3. Meeting with GM or District Legal Counsel (LC)</b>	<b>W/ GM or LC</b>	<b>Meeting Description &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>4. Conferences/Trainings.</b> Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.		<b>Event Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>5. Appointed representative to meetings of other entities' Boards.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above meetings.		<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
		AWA Board	2/10	-
		AWA Water Issues	2/15	-
		AWA Water Wise	2/17	-
		AWA/ Kris / Kelle Membership	2/22	20
<b>6. Meetings of other government entities at request of BoD, BP or GM.</b> Such as PVCWD, FCGMA or Oxnard City Council.		<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>7. Meetings with board members or executive management of other agencies.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.		<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>8. Public meetings hosted by District regarding</b>		<b>Meeting Description &amp; Location</b>	<b>Date</b>	<b>Mileage</b>



**Board of Directors**  
**Per Diem and Expenses for Month \_\_\_\_\_ Year \_\_\_\_\_**

Due on last day of month

9. Meetings with state or federal legislators or officials or representatives from other entities.  At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage

Other Expenses	Total
Days of out of town travel	
Lodging*	\$
Meals*	\$
Transportation*	\$
Misc.*	\$

\* attach all receipts

This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	9	x \$237./per month	\$ 2,133.00
**not to exceed 10 meetings and \$2,260. per month or 1 meeting per day			
Total days of travel		x \$100.00/day	
Total # of miles	120	x \$0.56/mile	\$ 67.20
Total other expenses			\$
<b>TOTAL MILEAGE AND OTHER EXPENSES</b>			<b>\$ 2,250.20</b>

Director Signature

General Manager Signature

Date:

Date:

**Definitions**

BoD: Board of Directors

BP: Board President

GM: General Manager

Board of Directors  
Activities and Expenses for Month February Year 2022

Due on last day of month

Director: Bruce Dandy

<b>1. UWCD Board Meetings</b> Regular, special or emergency meetings.			Date	Mileage
			2/9	8
			2/28	14
<b>2. UWCD Committee/Advisory Body Meetings</b> Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.		Committee Name & Location	Date	Mileage
		Executive	2/1	8
<b>3. Meeting with GM or District Legal Counsel (LC)</b>	W/ GM or LC	Meeting Description & Location	Date	Mileage
		BOD Prep	2/8	8
<b>4. Conferences/Trainings.</b> Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.		Event Name & Location	Date	Mileage
		VCAWA	2/17	
<b>5. Appointed representative to meetings of other entities' Boards.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above meetings.		Entity Name & Location	Date	Mileage
		VCAWA WIC	2/15	
<b>6. Meetings of other government entities at request of BoD, BP or GM.</b> Such as PVCWD, FCGMA or Oxnard City Council.		Entity Name & Location	Date	Mileage
<b>7. Meetings with board members or executive management of other agencies.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.		Entity Name & Location	Date	Mileage
<b>8. Public meetings hosted by District regarding District matters</b> Such as Section 10 HCP, Vern Freeman Fish Panel.		Meeting Description & Location	Date	Mileage

**Board of Directors**  
**Per Diem and Expenses for Month February Year 2022**

Due on last day of month

9. Meetings with state or federal legislators or officials or representatives from other entities.  At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage

Other Expenses	Total
Days of out of town travel	
Lodging*	\$
Meals*	\$
Transportation*	\$
Misc.*	\$

\* attach all receipts

This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	6	x \$237./per month	\$ 1,422.00
**not to exceed 10 meetings and \$2,260. per month or 1 meeting per day			
Total days of travel		x \$100.00/day	
Total # of miles	38	x \$0.56/mile	\$ 21.28
Total other expenses			\$
<b>TOTAL MILEAGE AND OTHER EXPENSES</b>			<b>\$ 1,493.28</b>

Director Signature

D. Dandy

Date: 2/28/22

General Manager Signature

[Signature]

Date: 3/4/22

**Definitions**

BoD: Board of Directors

BP: Board President

GM: General Manager



**Board of Directors**  
**Activities and Expenses for Month** 2 **Year** 22

Due on last day of month

Director: Mohammed A. Hasan, P.E.

<b>1. UWCD Board Meetings</b> Regular, special or emergency meetings.		<b>Date</b> 2-9	<b>Mileage</b> 12
<b>2. UWCD Committee/Advisory Body Meetings</b> Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	<b>Committee Name &amp; Location</b> Rec Finance Finance	<b>Date</b> 2-2 2-8 2-28	<b>Mileage</b> 12 12 12
<b>3. Meeting with GM or District Legal Counsel (LC)</b>	<b>W/ GM or LC</b>	<b>Meeting Description &amp; Location</b>	<b>Date</b>    
<b>4. Conferences/Trainings.</b> Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.	<b>Event Name &amp; Location</b> AWA water issue AWA Waterwise	<b>Date</b> 2-15 2-17	<b>Mileage</b>   
<b>5. Appointed representative to meetings of other entities' Boards.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above meetings.	<b>Entity Name &amp; Location</b>  VCSDA	<b>Date</b>  2-1	<b>Mileage</b>  12
<b>6. Meetings of other government entities at request of BoD, BP or GM.</b> Such as PVCWD, FCGMA or Oxnard City Council.	<b>Entity Name &amp; Location</b> Mr. Cole, CMWD	<b>Date</b> 2-16	<b>Mileage</b>   
<b>7. Meetings with board members or executive management of other agencies.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>8. Public meetings hosted by District regarding District matters</b> Such as Section 10 HCP, Vern Freeman Fish Panel.	<b>Meeting Description &amp; Location</b>	<b>Date</b>	<b>Mileage</b>

**Board of Directors**  
**Per Diem and Expenses for Month 2 Year 22**

Due on last day of month

9. Meetings with state or federal legislators or officials or representatives from other entities.  At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage

Other Expenses	Total
Days of out of town travel	
Lodging*	\$
Meals*	\$
Transportation*	\$
Misc.*	\$

\* attach all receipts

This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	8	x \$237./per month	\$ 1,896.00
**not to exceed 10 meetings and \$2,260. per month or 1 meeting per day			
Total days of travel		x \$100.00/day	
Total # of miles	60	x \$0.56/mile	\$ 33.60
Total other expenses			\$
<b>TOTAL MILEAGE AND OTHER EXPENSES</b>			<b>\$ 1,979.60</b>

Director Signature

Mohammed Hasan Date: 3-1-22

General Manager Signature

[Signature] Date: 3/1/22

**Definitions**

BoD: Board of Directors

BP: Board President


GM: General Manager



**Board of Directors**  
**Per Diem and Expenses for Month** February **Year** 2022

Due on last day of month

Director: Edwin T. McFadden III

<b>1. UWCD Board Meetings</b> Regular, special or emergency meetings.		<b>Date</b>	<b>Mileage</b>	
		02/09/22	40	
		02/28/22	34	
<b>2. UWCD Committee/Advisory Body Meetings</b> Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	<b>Committee Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>	
	Recreation Committee	02/02/22	40	
	Engineering and Operations	02/03/22	40	
<b>3. Meeting with GM or District Legal Counsel (LC)</b>	<b>W/ GM or LC</b>	<b>Meeting Description &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>4. Conferences/Trainings.</b> Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.	<b>Event Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>	
<b>5. <u>Appointed representative</u> to meetings of other entities' Boards.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above meetings.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>	
<b>6. Meetings of other government entities at request of BoD, BP or GM.</b> Such as PVCWD, FCGMA or Oxnard City Council.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>	
	FPBGSA BOD	02/17/22	0	
<b>7. Meetings with board members or executive management of other agencies.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>	
	Casitas MWD and UWCD GM	02/16/22	18	
<b>8. Public meetings hosted by District regarding District matters</b> Such as Section 10 HCP, Vern Freeman Fish Panel.	<b>Meeting Description &amp; Location</b>	<b>Date</b>	<b>Mileage</b>	

**Board of Directors**  
**Per Diem and Expenses for Month** January **Year** 2022

Due on last day of month

9. Meetings with state or federal legislators or officials or representatives from other entities.  At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage

Other Expenses	Total
Days of out of town travel	
Lodging*	\$
Meals*	\$
Transportation*	\$
Misc.*	\$

\* attach all receipts

This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	6	x \$226./per month	\$ 1,356.00
**not to exceed 10 meetings and \$2,260. per month or 1 meeting per day			
Total days of travel		x \$100.00/day	
Total # of miles	172	x \$0.56/mile	\$ 96.32
Total other expenses			\$
<b>TOTAL MILEAGE AND OTHER EXPENSES</b>			<b>\$ 1,502.32</b>

Director Signature

Edwin T. M. Johnson Date: 2/28/22

General Manager Signature

[Signature] Date: 2/1/22

**Definitions**

BoD: Board of Directors

BP: Board President

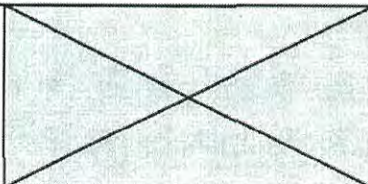
GM: General Manager



**Board of Directors**  
**Activities and Expenses for Month** February **Year** 2022

Due on last day of month

Director: Michael W Mobley

<b>1. UWCD Board Meetings</b> Regular, special or emergency meetings.		<b>Date</b>	<b>Mileage</b>
		2/9	26.0
		2/28	22.0
<b>2. UWCD Committee/Advisory Body Meetings</b> Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	<b>Committee Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
	Division Boundary Mod. Ad Hoc	2/17	26.0
<b>3. Meeting with GM or District Legal Counsel (LC)</b>	<b>W/ GM or LC</b>	<b>Meeting Description &amp; Location</b>	<b>Date</b>
			<b>Mileage</b>
<b>4. Conferences/Trainings.</b> Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.	<b>Event Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>5. Appointed representative to meetings of other entities' Boards.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above meetings.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
	Ventura Water Commission Zoom Mtg.	2/22	0.0
	FCGMA Board Meeting - Zoom	2/23	0.0
<b>6. Meetings of other government entities at request of BoD, BP or GM.</b> Such as PVCWD, FCGMA or Oxnard City Council.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>7. Meetings with board members or executive management of other agencies.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>8. Public meetings hosted by District regarding District matters</b> Such as Section 10 HCP, Vern Freeman Fish Panel.	<b>Meeting Description &amp; Location</b>	<b>Date</b>	<b>Mileage</b>

**Board of Directors**  
**Per Diem and Expenses for Month** February **Year** 2022

Due on last day of month

9. Meetings with state or federal legislators or officials or representatives from other entities.  At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage

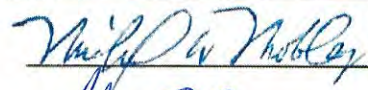
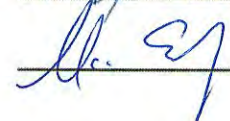
Other Expenses	Total
Days of out of town travel	
Lodging*	\$
Meals*	\$
Transportation*	\$
Misc.*	\$

\* attach all receipts

This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	5	x \$237./per month	\$ 1,185.00
**not to exceed 10 meetings and \$2,260. per month or 1 meeting per day			
Total days of travel		x \$100.00/day	
Total # of miles	74	x \$0.56/mile	\$ 41.44
Total other expenses			\$
<b>TOTAL MILEAGE AND OTHER EXPENSES</b>			<b>\$ 1,276.44</b>

Director Signature

General Manager Signature

 Date: 3/1/22  
 Date: 3/4/22

**Definitions**

BoD: Board of Directors

BP: Board President

GM: General Manager



**Board of Directors**  
**Activities and Expenses for Month** February **Year** 2022

Due on last day of month

Director: Daniel C. Naumann

<b>1. UWCD Board Meetings</b> Regular, special or emergency meetings.		<b>Date</b>	<b>Mileage</b>
		9	12
		28 SBM	16.4
<b>2. UWCD Committee/Advisory Body Meetings</b> Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	<b>Committee Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
	Engineering and Operations	3	12
<b>3. Meeting with GM or District Legal Counsel (LC)</b>	<b>W/ GM or LC</b>	<b>Meeting Description &amp; Location</b>	<b>Date</b>
	GM	ad hoc division boundary modification	17
<b>4. Conferences/Trainings.</b> Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.	<b>Event Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
<b>5. Appointed representative to meetings of other entities' Boards.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above meetings.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
	FC GMA Board Meeting	23	12
	VCSDA Membership Meeting	1	12
	Meeting with Gene West	25	20
<b>6. Meetings of other government entities at request of BoD, BP or GM.</b> Such as PVCWD, FCGMA or Oxnard City Council.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
	PVCWD Special Board Meeting	8	13.4
	Meeting with T. Vujovich and J Broome	15	13.4
<b>7. Meetings with board members or executive management of other agencies.</b> Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.	<b>Entity Name &amp; Location</b>	<b>Date</b>	<b>Mileage</b>
	Regional Defense Partnership for 21st Century	3	n/a
<b>8. Public meetings hosted by District regarding District matters</b> Such as Section 10 HCP, Vern Freeman Fish Panel.	<b>Meeting Description &amp; Location</b>	<b>Date</b>	<b>Mileage</b>

N/A

**Board of Directors**  
**Per Diem and Expenses for Month** February **Year** 2022

Due on last day of month

9. Meetings with state or federal legislators or officials or representatives from other entities.  At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage

Other Expenses	Total
Days of out of town travel	
Lodging*	\$
Meals*	\$
Transportation*	\$
Misc.*	\$

\* attach all receipts

This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	9	x \$237./per month	\$ 2,133.00
**not to exceed 10 meetings and \$2,260. per month or 1 meeting per day			
Total days of travel		x \$100.00/day	
Total # of miles	123.2	x \$0.56/mile	\$ 117.30
Total other expenses			\$
<b>TOTAL MILEAGE AND OTHER EXPENSES</b>			<b>\$ 2,300.30</b>

Director Signature

General Manager Signature

Date: 2-24-22

Date: 3/1/22

**Definitions**

BoD: Board of Directors

BP: Board President

GM: General Manager





# United Water

## CONSERVATION DISTRICT

### 2022 UWCD Standing Committee and Outside Agencies Meeting Dates

**JANUARY** 04- Water Resources (9am-10:05am)  
05- Recreation (9am-9:28am)  
05 Special UWCD Board Meeting (10am-10:02am)  
06- Engineering and Operations (9am-10:53am)  
11- Finance and Audit (9am-10:02am)  
12- Board Meeting (12noon-3:48pm)  
19- CoLAB VC WHEEL (1pm)  
20- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
26- Fox Canyon GMA (1:30pm)

**FEBRUARY:** 01- Water Resources (canceled)  
02- Recreation (9am-9:48am)  
03- Engineering and Operations (9am-10:30am)  
08- Finance and Audit (9am-10:04am)  
09- Board Meeting (12noon-3:54pm)  
16- CoLAB VC WHEEL (1pm)  
17- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
23- Fox Canyon GMA (1:30pm)  
28- Finance and Audit (9am-9:33am)  
Special Board Meeting (12noon-12:14pm)

**MARCH:** 01- Water Resources (9am-11:23am)  
02- Recreation (canceled)  
03- Engineering and Operations (canceled)  
09- Board Meeting (12noon)  
16- CoLAB VC WHEEL (1pm)  
17- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
23- Fox Canyon GMA (1:30pm)

**APRIL:** 05- Water Resources (9am)  
06- Recreation (9am)  
07- Engineering and Operations (9am)  
12- Finance and Audit (9am)  
13- Board Meeting (12noon)  
20- CoLAB VC WHEEL (1pm)  
21- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
27- Fox Canyon GMA (1:30pm)

**MAY:** 03 - Water Resources (9am)  
04- Recreation (9am)  
05- Engineering and Operations (9am)  
10- Finance and Audit (9am)  
11- Board Meeting (12noon)  
18- CoLAB VC WHEEL (1pm)  
19- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
25- Fox Canyon GMA (1:30pm)

31 – Water Resources\* (9am)  
**JUNE:** 01- Recreation (9am)  
02- Engineering and Operations (9am)  
07- Finance and Audit (9am)  
08- Board Meeting (12noon)  
15- CoLAB VC WHEEL (1pm)  
16- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)

22- Fox Canyon GMA (1:30pm)  
**JULY:** 05- Water Resources (9am)  
06- Recreation (9am)  
07 - Engineering and Operations (9am)  
12- Finance and Audit (9am)  
13- Board Meeting (12noon)  
20- CoLAB VC WHEEL (1pm)  
21- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
27- Fox Canyon GMA (1:30pm)

**AUGUST –** 17- CoLAB VC WHEEL (1pm)  
18- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
24- Fox Canyon GMA (1:30pm)

**SEPTEMBER:** 01- Engineering and Operations (9am)  
06- Water Resources (9am)  
07- Recreation (9am)  
13- Finance and Audit (9am)  
14- Board Meeting (12noon)  
15- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
21- CoLAB VC WHEEL (1pm)  
28- Fox Canyon GMA (1:30pm)

**OCTOBER:** 04- Water Resources (9am)  
05- Recreation (9am)  
06- Engineering and Operations (9am)  
11- Finance and Audit (9am)  
12- Board Meeting (12noon)  
19- CoLAB VC WHEEL (1pm)  
20- Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
26- Fox Canyon GMA (1:30pm)

**NOVEMBER:** 01 - Water Resources (9am)  
02- Recreation (9am)  
03- Engineering and Operations (9am)  
08- Finance and Audit (9am)  
09- Board Meeting (12noon)  
16- CoLAB VC WHEEL (1pm)  
17- Mound Basin GSA (1pm)/Fillmore and Piru Basin GSA (5pm)  
**DECEMBER:** 01- Engineering and Operations (9am)  
06 – Water Resources (9am -)

07- Recreation (9am)  
Fox Canyon GMA (1:30pm)  
13- Finance and Audit (9am)  
14- Board Meeting (12noon)  
15 -Mound Basin GSA (1pm)  
Fillmore and Piru Basin GSA (5pm)  
21- CoLAB VC WHEEL (1pm)

\*scheduled to prevent dual meetings on the same day



# ASSOCIATION OF WATER AGENCIES OF VENTURA COUNTY

## 2022 CALENDAR OF EVENTS

DATES ARE SUBJECT TO CHANGE

All AWA meetings are offered virtually until further notice. Hybrid (in-person & virtual) may occur when advisable (T.B.A.). Meeting/Event notices with all details will be sent via email prior to each occurrence. Contact AWA for more information

<b>JANUARY</b>	6	Board Meeting	3:00 pm, Thursday	
	18	Water Issues Committee	8:00 am, Tuesday	(AWA Members Only)
	20	<b>WaterWise Program</b>	<b>8:00 am, Thursday</b>	
	26	<b>Channel Counties/Water Systems</b>	<b>8:00 am, Wednesday</b>	
<b>FEBRUARY</b>	3	Executive Committee Meeting	3:00 pm, Thursday	
	15	Water Issues Committee	8:00 am, Tuesday	(AWA Members Only)
	17	<b>WaterWise Program</b>	<b>8:00 am, Thursday</b>	(T.B.A.)
	23	<b>Channel Counties/Water Systems</b>	<b>8:00 am, Wednesday</b>	
<b>MARCH</b>	3	Board Meeting (Annual Meeting-Elections)	3:00 pm, Thursday	
	15	Water Issues Committee	8:00 am, Tuesday	(AWA Members Only)
	17	<b>WaterWise Program (Installation/Directors)</b>	<b>8:00 am, Thursday</b>	(T.B.A.)
	23	<b>Channel Counties/Water Systems</b>	<b>8:00 am, Wednesday</b>	
<b>APRIL</b>	7	Executive Committee Meeting	3:00 pm, Thursday	
	19	Water Issues Committee	8:00 am, Tuesday	(AWA Members Only)
	21	<b>WaterWise Program</b>	<b>8:00 am, Thursday</b>	(T.B.A.)
	27	<b>Channel Counties/Water Systems</b>	<b>8:00 am, Wednesday</b>	
<b>MAY</b>	5	Board Meeting	3:00 pm, Thursday	
	<i>Date to be Confirmed</i> 26	<b>Annual Water Symposium &amp; Exposition</b>	<b>7:00am–1:00pm, Thurs.</b>	<b>Courtyard – Oxnard/T.B.A.</b>
	<i>Date to be Confirmed</i> 26	<b>Operators Tech Workshop &amp; Exposition</b>	<b>7:00 am-3:30pm, Thurs.</b>	<b>Courtyard – Oxnard/T.B.A.</b>
<b>JUNE</b>	2	Executive Committee Meeting	3:00 pm, Thursday	
	16	<b>WaterWise Program</b>	<b>8:00 am, Thursday</b>	(T.B.A.)
	21	Water Issues Committee	8:00 am, Tuesday	(AWA Members Only)
	22	<b>Channel Counties/Water Systems</b>	<b>8:00 am, Wednesday</b>	
	<i>Date to be Confirmed</i> —	<b>CC/Water Systems Workshop (Confined Space)</b>	<b>8-Noon</b>	(Fire Dept-Camarillo/ T.B.A.)
<b>JULY</b>	7	Board Meeting	3:00 pm, Thursday	
	19	Water Issues Committee	8:00 am, Tuesday	(AWA Members Only)
	21	<b>WaterWise Program</b>	<b>8:00 am, Thursday</b>	(T.B.A.)
	27	<b>Channel Counties/Water Systems</b>	<b>8:00 am, Wednesday</b>	
<b>AUGUST</b>		<b>DARK</b>		
<b>SEPTEMBER</b>	1	Board Meeting	3:00 pm, Thursday	
	15	<b>Reception for Members/Elected Officials</b>	<b>4:00 pm, Thursday</b>	(AWA Members/Guests Only)
	20	Water Issues Committee	8:00 am, Tuesday	(AWA Members Only)
	28	<b>Channel Counties/Water Systems Luncheon</b>	<b>8:00 am, Wednesday</b>	
<b>OCTOBER</b>	6	Executive Committee Meeting	3:00 pm, Thursday	
	18	Water Issues Committee	8:00 am, Tuesday	(AWA Members Only)
	20	<b>WaterWise Program</b>	<b>8:00 am, Thursday</b>	(T.B.A.)
	26	<b>Channel Counties/Water Systems Luncheon</b>	<b>8:00 am, Wednesday</b>	
	<i>Date to be Confirmed</i> —	<b>Math Workshop: Water Distribution Exam Review</b>	<b>8:00am–Noon</b>	
<b>NOVEMBER</b>	3	Board Meeting	3:00 pm, Thursday	
	<i>Date to be Confirmed</i> ?	<b>Annual VC Water Supply Bus Tour</b>	<b>8:00 am</b>	
	15	Water Issues Committee	7:00 am, Tuesday	(AWA Members Only)
	17	<b>WaterWise Breakfast Program</b>	<b>8:00 am, Thursday</b>	(T.B.A.)
	*29	<b>Channel Counties/Water Systems Lunch</b>	<b>8:00 am, Wednesday</b>	
	<i>Date to be Confirmed</i> —	<b>Math Workshop: Water Treatment Exam Review</b>	<b>8:00am–Noon</b>	
<b>DECEMBER</b>	*08	Executive Committee Meeting	3:00 pm, Thursday	
	08	<b>Holiday Mixer/Corporate Night</b>	<b>4:00 pm, Thursday</b>	(AWA Members/Guests Only)

\* Indicates change from typical event date

Board Approved 11/4/21



### **Staff Report**

**To:** UWCD Board of Directors

**From:** Mauricio E. Guardado, Jr., General Manager

**Date:** February 27, 2022 (March 9, 2022 meeting)

**Agenda Item:** 2.6 General Manager's Report  
**Information Item**

---

#### **Staff Recommendation:**

The General Manager will present information on his activities of possible interest to the Board and that may have consequences to the District.

#### **Discussion:**

The General Manager's primary responsibility is to ensure that the policies and directions of the Board of Directors are adhered to as he oversees and manages the efforts of the department managers and their staff in the day-to-day operation and administration of the District. All of these efforts are to be consistent with the District's Mission Statement and within the fiscal constraints set by the Board of Directors.

The District's managers provide detailed monthly updates to the Board of Directors which outline projects' statuses, accomplishments, issues of concern, projects planning, etc. The monthly General Manager's report provides an opportunity for the General Manager to discuss issues that may impact the efforts of the separate departments as they pursue their defined goals and objectives. The report also provides the Board with information on the District's efforts and involvement in local, regional and state-wide issues.

Finally, the monthly General Manager's report offers the Board of Directors an overview of how their policies and directions are being administered through discussion of the work plan and efforts of the General Manager.



**Staff Report**

**To:** UWCD Board of Directors

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

**From:** David Boyer, District's Legal Counsel

**Date:** February 28, 2022 (March 9, 2022 Meeting Date)

**Agenda Item:** 2.7 Update on Brown Act Compliance  
**Information item**

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**Staff Recommendation:**

The Board will receive and file information regarding updates on the Brown Act and compliance.



### **Staff Report**

**To:** UWCD Board of Directors

**Through:** Mauricio E. Guardado, Jr., general manager

**From:** David Boyer, District Legal Counsel

**Date:** February 28, 2022 (March 9, 2022 Meeting Date)

**Agenda Item:** 2.8 **Resolution 2022-11** Approving UWCD Board Policy Amendments  
**Motion**

---

#### **Staff Recommendation:**

The Board will consider adopting Resolution 2022-11, approving amendments to existing UWCD Board policies, including: Board authorities (Section 2 – Executive (Closed) Session page 6), Committees (Section 3 – Standing Committee pages 6 and 7 regarding schedule change), and the District’s Board of Directors Conflict of Interest, which has been updated to reflect changes in titles and the addition of new positions to the District’s personnel and a few minor typographical errors in the District’s Board of Directors Policies and Procedures document have been corrected.

#### **Discussion:**

District’s Legal Counsel has added an additional policy regarding Executive (Closed) Session under Section 2 Board Meetings (see page 6), clarifying Executive session guidelines for both Board and Committee meetings.

When the Board President made changes to the UWCD Board of Directors Standing Committees in February 2022, the new standing committees schedule was not updated in the UWCD Board of Directors Policies and Procedures document. The proposed amendment to Section 3 Standing Committees section (pages 7 and 8) of the Board Policies and Procedures document reflects the changes that were put in place in February 2022.

Additionally, the UWCD Board of Directors Conflict of Interest Code has been updated to reflect changes in titles and the addition of new positions to the District’s personnel and there were a few minor typographical errors in the UWCD Board of Directors Policies and Procedures document that have been corrected.

#### **Fiscal Impact:**

None.

Attachment A –Resolution 2022-11

Attachment B - Updated Board Policies and Procedures - redline version

Attachment C - Updated Board Policies and Procedures - clean version

**Resolution 2022-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
UNITED WATER CONSERVATION DISTRICT  
APPROVING THE ADOPTION OF AMENDMENTS  
TO EXISTING BOARD POLICIES AND PROCEDURES**

**WHEREAS**, the United Water Conservation District (“District”) has various Board Policies and Procedures to guide the District as a whole and help ensure effective governance; and

**WHEREAS**, from time to time, various amendments and/or modifications to such board policies and procedures may be necessary; and

**WHEREAS**, additional language was added to Executive (Closed) Session under Section 2 Board Meetings (page 6), clarifying Executive session guidelines for both Board and Committee meetings; and

**WHEREAS**, modification was made to Section 3 Standing Committees section (pages 7 and 8) of the Board Policies and Procedures document updating it to reflect the new standing committees schedule that was implemented by the Board President in February 2022; and

**WHEREAS**, the District’s Board of Directors Conflict of Interest Code has been updated to reflect changes in titles and the addition of new positions to the District’s personnel and a few minor typographical errors in the District’s Board of Directors Policies and Procedures document have been corrected.

**NOW THEREFORE BE IT RESOLVED THAT:**

Section 1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. The Board of Directors hereby approves the amendments as specified herein and reflected in the attached “Updated Board Policies and Procedures.”

Section 3. The Board of Directors authorizes the General Manager to implement the policies.

Section 4. This Resolution shall be effective as of the date of its adoption.

**PASSED AND ADOPTED** by the Board of Directors of United Water Conservation District, this 9<sup>th</sup> day of March, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Bruce E. Dandy, President

---

Lynn E. Maulhardt, Secretary/Treasurer



**UNITED WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS  
POLICIES AND PROCEDURES  
Effective April 10, 2013**

**Revised and Approved December 13, 2017**

**Revised and Approved March 13, 2018**

**Revised and Approved September 9, 2020**

**Revised and Proposed March 9, 2022**

**Scope**

This policy sets forth administrative procedures to guide the Board of Directors in conducting the governance of the District. It generally sets forth procedures that are not otherwise dictated by state Government Code or Water Code, though in some cases procedures governed by state law are covered here for the sake of clarity and convenience. May of the Board's activities are governed by the Ralph M. Brown Act (Government Code Section 54950), and the Board will comply with the Act's various provisions in recognition that it is the public's right to have access to and input on the District's governance.

Over the years, the District has adopted numerous resolutions and policies with respect to Board procedure, so this document also serves to bring together those past actions in one place.

Though otherwise intended to be as thorough as possible, it is expected that matters will arise which are not covered in this document and which must be addressed by the Board. It is expected that as these matters arise this policy will be amended to include provision to cover them.

The District also recognizes that laws change from time to time. If any of the provisions in this document are in conflict with current law, the conflicting provisions will be deemed invalid and the current law will apply. Likewise, if any of the provisions in this document are invalidated, the remainder of the provisions in this document shall remain in effect and shall not be invalidated.

**Purpose and General Provisions**

United Water Conservation District, reformed in 1950 under Division 21 of the state Water Code, is governed by a seven-member Board of Directors. In order to conduct its governance responsibilities, the Board of Directors requires a clear, succinct set of procedures. These procedures help in several ways, including ensuring that the District conducts its business in compliance with state Government and Water Code or other applicable laws, provide the public with ready information about how the Board will perform governance functions, and ensure that regular administrative requirements are addressed in a timely, consistent manner.





## **SECTION 1 – COMPOSITION OF THE BOARD**

### **Make-up of the Board**

United Water Conservation District has been established with seven divisions of approximately equal population. Consequently, the Board of Directors shall consist of seven members, each of which shall be an elector of the division for which he is elected and a resident of Ventura County. Each Director shall be elected for a term of four years.

### **Election of Directors**

The terms of the Directors shall be staggered such that the seats representing three of the District's divisions are up for election in the same year, and two years later the other four seats stand for election.

District elections shall be held on even numbered years and shall be consolidated with statewide general elections in November.

In accordance with Election Code section 15651, in the event of a tie vote between the leading vote-getters in one District division, the District will hold a special election to determine the winner.

Any fees associated with the filing of Candidate Statements or for acquiring voter registration information are the sole responsibility of the candidate.

### **Seating of the Board**

Directors shall be sworn in at the first regular Board meeting following certification of their election. They shall be sworn in by the county Clerk or by a person to whom the Clerk has delegated this authority. In the event that circumstances do not permit a newly elected or re-elected Director to be sworn in at a regular Board meeting before the last day of December following the election, special arrangements may be made with the county Clerk of his/her deputy to conduct the swearing-in.

### **Election of Officers**

At the regular Board meeting in January of each year, the Board shall elect three officers: President, Vice-President and Secretary/Treasurer. No member of the Board shall serve more than two consecutive one-year terms in any of these three offices.

### **Duties of the President**

- Chair meetings of the Board of Directors.
- Review agenda of Board meetings with General Manager before each meeting.
- Appoint committees of the Board of Directors and assign committee chairperson responsibilities.
- Set the time and place for special meetings of the Board of Directors.
- Represent the District at public ceremonies.
- Serve as public spokesperson of the District and express approved policy of the District when called upon to do so.
- Sign checks of the District as prescribed under financial policies.
- Annually facilitate review of the General Manager.

- Chair District's Executive Committee.

**Duties of the Vice President**

- Assume the duties of the President in his/her absence.
- Sign checks of the District as prescribed under financial policies.
- Serve as a member of the District's Executive Committee.

**Duties of the Secretary/Treasurer**

- Chair the District's Finance and Audit Committee.
- Attest to accuracy of Board meeting minutes.
- Serve as a member of the District's Executive Committee.

**Director Bonding**

Pursuant to Water Code section 74206, each director of a water conservation district must execute an official bond in the sum of \$1,000 and file the bond, together with his or her official oath, with the secretary of his or her agency. This obligation will be fulfilled by the District for its Directors through the District's liability insurance coverage.

## **SECTION 2 – BOARD MEETINGS**

### **Quorum**

A quorum of the Board shall be four or more members.

### **Regular Board Meetings**

Regular meetings of the Board of Directors will be held on the second Wednesday of each month, at 12:00p.m. at the District's offices. In consideration of certain factors, the Board may act to move the place or time of a specific future regular Board meeting, however, under no circumstances may the Board hold a meeting outside of the boundaries of the District, except to:

1. Comply with state or federal law or court order, or attend a judicial or administrative proceeding to which the District is a party.
2. Participate in meetings or discussions of multiagency significance that are outside the boundaries of the District. However, any such meeting or discussion shall take place within the jurisdiction of one of the participating local agencies and be noticed by all participating agencies.
3. Meet outside their immediate jurisdiction with elected or appointed officials of the federal or state governments when a local meeting would be impractical, solely to discuss a legislative or regulatory issue affecting the local agency and over which the federal or state officials have jurisdiction.
4. Visit the office of the local agency's legal counsel for a closed session on pending litigation, when to do so would reduce legal fees or costs.
5. Other circumstances as authorized by the Brown Act.

Notice of the meetings and an agenda for any such meeting must be posted at the entrance of the District's headquarters (in a position viewable from outside the building 24 hours a day) at least 72 hours in advance of the meeting.

### **Special Board Meeting**

In order to address urgent issues which cannot wait for the next regular Board meeting, the President or a majority of the Board may call a special Board meeting. In calling a special Board meeting written notice must be mailed to each member of the Board not calling the meeting at least three days prior to the meeting, and to each local newspaper and radio or television station requesting notice, in writing (email or fax is acceptable for this purpose) at least 24 hours before the time of the meeting. The notice shall specify the time and place of the special meeting and the business to be transacted or discussed, and no other business shall be considered at the special Board meeting.

The written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the Clerk of the Board a written waiver of notice. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

The special Board meeting agenda shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public at the District's offices.

At a special Board meeting the Board may not take action with respect to the salaries, salary schedules, or compensation paid to District Directors or employees.

#### **Emergency Board Meetings**

In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the District may hold an emergency Board meeting without complying with either the 24-hour notice requirement or the 24-hour posting requirement applicable to other special Board meetings. In such event, each local newspaper and radio or television station requesting notice of special meetings shall be notified by telephone at least one hour prior to the meeting by the Board President or designee.

An “emergency situation” shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body. Such an emergency Board meeting will commence with a determination by the Board as to the “emergency situation” which exists.

The Board may also meet in a “dire emergency,” defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity which poses such an immediate and significant public peril that requiring a one-hour notice before holding the meeting may endanger the public health, safety, or both, as determined by a majority of the members of the legislative body. Such an emergency Board meeting will commence with a determination by the Board as to the “dire emergency” which exists.

#### **Remote Attendance by Directors**

Directors may participate in any meeting within the subject matter jurisdiction of the Board, including Board and committee meetings, via teleconferencing from a remote location, including outside of District boundaries. All votes taken during a teleconferenced meeting shall be by roll call.

In the event of use of teleconferencing for Director Board meeting attendance, an agenda shall be posted at each teleconference location. Each teleconference location shall be identified in the notice and agenda of the meeting, and each teleconference location shall be accessible to the public. During the teleconference, at least four members of the Board shall participate from locations within the boundaries of the District. The meeting agenda and format shall provide opportunity for members of the public to address the Board at each teleconference location.

#### **Order of the Meeting**

##### **Public Comment**

Every agenda for Board or committee meetings shall provide an opportunity at the beginning of the meeting for members of the public to directly address the Board or committee on any item not on the agenda but within the jurisdiction of the District or, in the case of a committee meeting, within the specific jurisdiction of the committee. No action shall be taken on any item not

appearing on the agenda unless the item is added to the agenda in accordance with the requirements below.

With respect to items on the agenda, an opportunity will be given to the public to provide comment on the item before or during consideration by the Board or committee.

The agenda need not provide an opportunity for members of the public to address the Board on any item that has already been considered by a committee at a public meeting where interested members of the public were provided the opportunity to comment unless the item has been substantially changed since the committee heard the item.

#### Adding Items to the Agenda

Items may be added to the Board meeting agenda upon a determination by a two-thirds vote of the members of the Board present the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action on the item and that the need for the action came to the attention of the Board subsequent to the posting of the agenda; or upon a determination by the majority of the legislative body that an emergency exists; or as otherwise authorized under the Brown Act.

#### Consent Calendar

The agenda of regular meetings of the Board of Directors may contain a Consent Calendar for Board action on non-controversial items. An item shall be pulled from the Consent Calendar for separate consideration upon the request of any member of the Board. Non-controversial action items with a fiscal impact may only be included in the Consent Calendar for a budgeted expense of less than \$100,000 and an unbudgeted expense of less than \$30,000.

All votes on the Consent Calendar shall be conducted by roll call.

#### Voting on Board Actions

Under no circumstances shall the Board take action by secret ballot, whether preliminary or final.

Voting on items establishing District policy or approving resolutions or ordinances must be conducted by roll call vote. Action on items with a fiscal impact must be conducted by roll call vote for unbudgeted items and for budgeted items greater than or equal to \$100,000. All other items, upon the judgment of the President, may be conducted by voice vote.

#### Executive (Closed) Session

Executive (Closed) sessions are portions of District Board and committee meetings, conducted in private, without the attendance of the public or press. They are permitted for specified purposes as part of a regular or special meeting, and during an emergency meeting under certain circumstances.

Disclosure of confidential information acquired in closed session is prohibited, unless the Board or committee holding the closed session authorizes disclosure by a majority vote. The Board may enforce this prohibition by seeking injunctive relief to prevent disclosure, disciplinary action against an employee who has willfully disclosed confidential information, or referral of a member of the Board or committee who has disclosed confidential information to the grand jury.

Alternatively, if the Board determines that a member of the Board or committee willfully disclosed confidential information acquired in closed session, the Board may publicly censure that Board or committee member. Censure must be done by resolution and requires a motion and second from the Board and 75% of the Board voting in favor of censure.

### **SECTION 3 – COMMITTEES (Revised and Adopted 2020-09-09)**

#### **Purpose and General Provisions**

In order to conduct its large volume of governance responsibilities in an organized fashion, the United Water Conservation District Board of Directors has delegated to certain standing committee the authority to meet at specified frequencies to hear about and discuss District issues in detail beyond what is practical at regular Board meetings. From time to time, or order to address large issues of a limited duration, advisory committees (e.g., ad hoc committees) may be formed by the Board President. Such advisory committees shall exist for a set term or until their assignment is deemed complete by the Board President.

Standing committees and ad hoc committees are for advisory purposes only; no decisions may be made without specific authority being approved by action of the full Board of Directors. Committees provide input and guidance to staff in developing recommendations to be presented to the entire Board. Committee area also tasked with making recommendations to the Board based upon their more extensive understanding of the details of specific issues.

#### **Committee Appointments and Substitutions**

Pursuant to District Resolution No. 82-5, the President, with advice and consent of the rest of the Board, shall make standing committee assignments each year at the regular February Board meeting or as soon thereafter as practical.

Each committee, whether standing or special, shall be made up of no more than three members of the Board of Directors, and two members will constitute a quorum of any of the committees. The Executive Committee will consist of the three Board officers (President, Vice President, Secretary/Treasurer) and the members of the other committees will be appointed by the President from among the other six Directors (i.e., the President will not be a member of a committee, except the Executive Committee).

In the event that a member of a committee is unable to attend a meeting of that committee, the General Manager may request a substitute to serve for that one meeting. The substitute may be appointed from any of the remaining Directors, including the President.

#### **Standing Committees**

**Executive Committee** – Made up of the three Board officers (President, Vice President, Secretary/Treasurer). Meets not less than quarterly or upon call of the President with regard to District governance, and human resources. Staff Liaison is the General Manager.

**Engineering and Operations Committee** – Made up of three members, including a Chair, appointed by the President. Meets to review District's dam safety, Capital Improvement Projects, equipment issues, and operation and maintenance of District facilities, including environmental services and recreation issues. Staff liaison is the Chief Engineer with input from ~~Chief Operations officer, and Maintenance Manager~~, Chief Park Ranger, Environmental Services Manager. Meets the first Thursday of the Month.

**Finance and Audit Committee** – Made up of three members, including a Chair (Board's Secretary/Treasurer), appointed by the President. Meets before each regular monthly Board meeting or upon call of the Chair to review District financial statements and reserves, conduct budget and financial planning review and to review in depth upcoming Board meeting agenda items with financial impact; also acts as District audit committee (i.e., with regard to internal controls, meeting with independent auditors, etc.) and reviews issues associated with District risk management and purchasing procedures. Staff liaison is the Chief Financial Officer. Meets nine days prior to the regular monthly Board meeting~~the second Tuesday of the month.~~

~~**Legislative and Outreach Committee** – Made up of three members, including a Chair, appointed by the President. Meets to review legislative policy, bond/grant development, media relations and stakeholder engagement. Staff liaison is the General Manager and Clerk of the Board. Meets the first Monday of the month.~~

~~**Recreation Committee** – Made up of three members, including a Chair appointed by the President. Meets to review Lake Piru Recreation Area issues including Park Ranger staff and concessionaires. Staff liaison is the Chief Park Ranger. Meets the first Wednesday of the month.~~

**Water Resources Committee** – Made up of three members, including a Chair appointed by the President. Meets to review groundwater, surface water, water quality, and modeling, overdraft, seawater intrusion, replenishment, Fox Canyon Groundwater Management Agency, Fillmore and Piru Basins and Mound Basin Groundwater Sustainability Agencies. Staff liaison is the Chief Engineer with input from Water Resources Manager~~Supervising Hydrogeologist~~ and the Water Resources staff. Meets the first Tuesday of the month.

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#### **Committee Meeting Public Access and Notice**

All District committee meetings shall be open to the public, except as required to discuss specific items in closed session as permitted by the Brown Act, and each meeting shall provide time for public comment on issues under the jurisdiction of the committee.

Notice of the regular meetings of a standing committee and an agenda for any such meeting must be posted at the entrance of the District's headquarters (in a position viewable from outside the building) at least 72 hours in advance of the meeting in compliance with the Brown Act.

#### **Attendance at Committee Meetings by Non-Committee Member**

A member of the Board of Directors who is not a current member of a particular committee or has not been requested to serve as a substitute for a member of the particular committee, may attend a meeting of the committee. However, he/she may only be an observer, and may not participate in any way in order to avoid violation of the Brown Act. This includes participation in the public comment portion of the meeting, making statement, or sitting with the committee.

#### **Appointment to Outside Organizations**

In recognition that it is in the District's interest to maintain an active, formal role in certain outside organizations, the President will annually in February, or as otherwise required by the



organizations, appoint District representatives to these organizations in accordance with their bylaws/procedures. These organizations consist of the following:

1. Fox Canyon Groundwater Management Agency – 1 representative, 1 alternate
2. Ventura County Association of Water Agencies Board of Directors – 1 representative, 1 alternate.
3. Ventura County Association of Water Agencies Water Issues Committee – 1 representative, 1 alternate.
4. Ventura County Special Districts Association – 1 representative, 1 alternate.
5. West Ventura County Business Alliance (WVCBA)~~Oxnard Chamber Water Committee~~ – 1 representative, 1 alternate.
6. ACWA-JPIA – 1 representative, 1 alternate.
7. Fillmore and Piru Basins Groundwater Sustainability Agency – 1 representative.
8. Mound Basin Groundwater Sustainability Agency – 1 representative.

#### **SECTION 4 – DIRECTOR VACANCIES**

Pursuant to state law, the seat of a District Director is vacated before the expiration of the term on the happening of certain events, including the following:

- a) The death of the incumbent.
- b) His or her resignation.
- c) His or her removal from office.
- d) His or her ceasing to be an inhabitant of the District division which he or she represents.
- e) His or her ceasing to discharge the duties of his or her office for the period of three consecutive months, except when prevented by sickness, or when absent from the state without permission required by law beyond the period allowed by law.
- f) His or her conviction of a felony or of any offense involving a violation of his or her official duties.
- g) His or her refusal or neglect to file his or her required oath within the time prescribed.

The remaining members of the Board will then act at their next regular Board meeting to determine whether the vacancy will be filled by appointment or election.

In the event the Board chooses to fill the vacancy by making an appointment the remaining members of the Board shall make the appointment within 60 days after either the date of which the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later. The District shall post a notice of the vacancy in three or more conspicuous places in the District at least 15 days before the Board makes the appointment.

If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next District election, the person appointed to fill the vacancy shall hold office until the next District election, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

If the Board chooses to fill the vacancy through election, the election shall be held on the next established election date provided in Section 1000 of the Elections Code that is 130 or more days after the date the Board calls the election.

The established election dates in each year are as follows:

- a) The second Tuesday of April in each even-numbered year.
- b) The first Tuesday after the first Monday in March of each odd-numbered year.
- c) The first Tuesday after the first Monday in June in each year.
- d) The first Tuesday after the first Monday in November of each year.
- e) The First Tuesday in February of each year evenly divisible by the number four.

### **SECTION 5 – REDISTRICTING**

The Board, following the release of data from each federal decennial census, shall ensure that the population of each of the seven division are substantially equal, and in no event shall the total population of any combination of division comprising a majority of the number of divisions of the District equal less than one half of the population of the District. Also, in no event shall the largest division exceed the population of the smallest division by a ration exceeding 2 to 1.

At a regular Board meeting as soon as is practical following the release of date for each decennial census, District staff will present information to the Board to help it determine whether an adjustment to division boundaries is appropriate. The Board may also undertake a process to adjust District division boundaries at any time on its own initiative.

If the Board finds that no adjustment to District boundaries is necessary, no further action is required. If the Board finds that adjustments to District boundaries are appropriate, it may be resolution propose changes to Division boundaries. Following adoption of such resolution, a report containing a map or description of new recommended division boundaries must be submitted to the Ventura County Board of Supervisors within 60 days.

The Board of Supervisors may change the proposed District boundaries provided that the change I in accordance with state Water Code and the District's resolution , and the Board of Supervisors shall hold a public hearing regarding such change.

It should be noted, in accordance with Water Code Section 74466(a), the above procedure for reapportionment of divisions must be conducted in a timely way such that, in order to be implements with the next District election, it must be completed, including adoption by the Board of Supervisors, at least 120 days before such next District election.

A change in division boundaries shall not affect the term of office of any Director. Also, if division boundaries are adjusted, the Director of the division whose boundaries have been adjusted shall continue to be the Director of the division bearing the number of his or her division as formerly comprised until the office becomes vacant through term expiration or otherwise, whether or not the Director is a resident within the boundaries of the division as adjusted.

**SECTION 6 – CONFLICT OF INTEREST CODE & ETHICS**

(revised and approved September 9, 2020)

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the United Water Conservation District, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the United Water Conservation District. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for the position in Exhibit A.

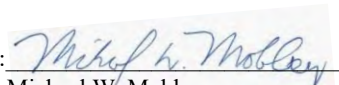
**Ethics Training**

Pursuant to AB1234, passed in 2005, local agency officials must take two hours of ethics training every two years. For the purposes of this training requirement, District officials are defined as the Directors and management staff. Upon completion of the training, these officials must present the District with a copy of the certificate proving fulfillment of the training.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

APPROVED AND ADOPTED this 9<sup>th</sup> day of September, 2020:

By:



Michael W. Mobley  
UWCD Board President

EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

Proposed amendments to the CoIC

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
1	General Manager <sup>1</sup>	1	COB
1	Assistant General Manager	5	AC
1	Associate Engineer	5	AC
1	Chief Financial Officer	5	AC
1	Chief Engineer	5	AC
1	Chief Operations Officer	5	AC
1	Chief Water Treatment Operator	5	AC
1	Controller	5	AC
1	Dam Operator	5	AC
1	Environmental Services Manager	6	AC
1	General Counsel	1	COB
7	Members of the Board of Directors	1	COB
1	Operations and Maintenance Manager	6	AC
1	Senior Environmental Scientist	6	AC
1	Senior Engineer	6	AC
12	Senior Hydrogeologist	6	AC
1	Senior Hydrologist	6	AC
1	Chief Park Ranger	6	AC
1	Supervising Hydrogeologist	6	AC
1	Principal Hydrologist <sup>2</sup>	6	AC
1	Operations and Maintenance Program Supervisor <sup>3</sup>	6	AC
1	<u>Chief Human Resources Officer<sup>1</sup></u>	5	AC
1	<u>Water Resources Manager<sup>1</sup></u>	6	AC
1	<u>Engineering Manager<sup>1</sup></u>	6	AC

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	<sup>1</sup> Technology Systems Manager <sup>1</sup>		<sup>6</sup> AC	
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<sup>1</sup> 2 and 3 new positions  
~~1-existing position omitted from previous positions and filing officers other title changes are updated titles for same position~~

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### **EXHIBIT B – DISCLOSURE CATEGORIES**

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

#### **Category 1 – BROADEST DISCLOSURE**

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

#### **Category 2 – REAL PROPERTY**

[SEE FORM 700 SCHEDULE B]

All interests in real property, including interests in real property held by business entities and trusts in which the public official holds a business position or has an investment or other financial interest.

#### **Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which engage in land development, construction, or real property acquisition or sale.

#### **Category 4 – PROCUREMENT**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

#### **Category 5 – REGULATION AND PERMITTING**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

#### **Category 6 – FUNDING**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which received grants or other funding from or through the designated position's agency or department.

**APPENDIX – DESIGNATING OFFICIALS  
WHO MANAGE PUBLIC INVESTMENTS**

Pursuant to Government Code section 87200 et seq., certain city and county officials, as well as all “other officials who manage public investments,” are required to disclose their economic interests in accordance with the Political Reform Act. This Appendix provides the relevant definitions for determining which public officials qualify as “other officials who manage public investments,” designates the agency’s positions which qualify as such, and states the Filing Officer for each designated position.

**APPLICABLE DEFINITIONS**

As set forth in 2 California Code of Regulations section 18701, the following definitions apply for the purposes of Government Code section 87200:

(1) “Other public officials who manage public investments” means:

(A) Members of boards and commissions, including pension and retirement boards or commission, or of committees thereof, who exercise responsibility for the management of public investments;

(B) High-level officers and employees of public agencies who exercise primary responsibility for the management of public investments, such as chief or principal investment officers or chief financial managers. This category shall not include officers and employees who work under the supervision of the chief or principal investment officers or the chief financial managers; and

(C) Individuals who, pursuant to a contract with a state or local government agency, perform the same or substantially all the same functions that would otherwise be performed by the public officials described in subdivision (1)(B) above.

(2) “Public investments” means the investment of public moneys in real estate, securities, or other economic interests for the production of revenue or other financial return.

(3) “Public moneys” means all moneys belonging to, received by, or held by, the state, or any city, county, town, district, or public agency therein, or by an officer thereof acting in his or her official capacity, and includes the proceeds of all bonds and other evidences of indebtedness, trust funds held by public pension and retirement systems, deferred compensation funds held for investment by public agencies, and public moneys held by a financial institution under a trust indenture to which a public agency is a party.

(4) “Management of public investments” means the following non-ministerial functions: directing the investment of public moneys; formulating or approving investment policies; approving or establishing guidelines for asset allocations; or approving investment transactions.



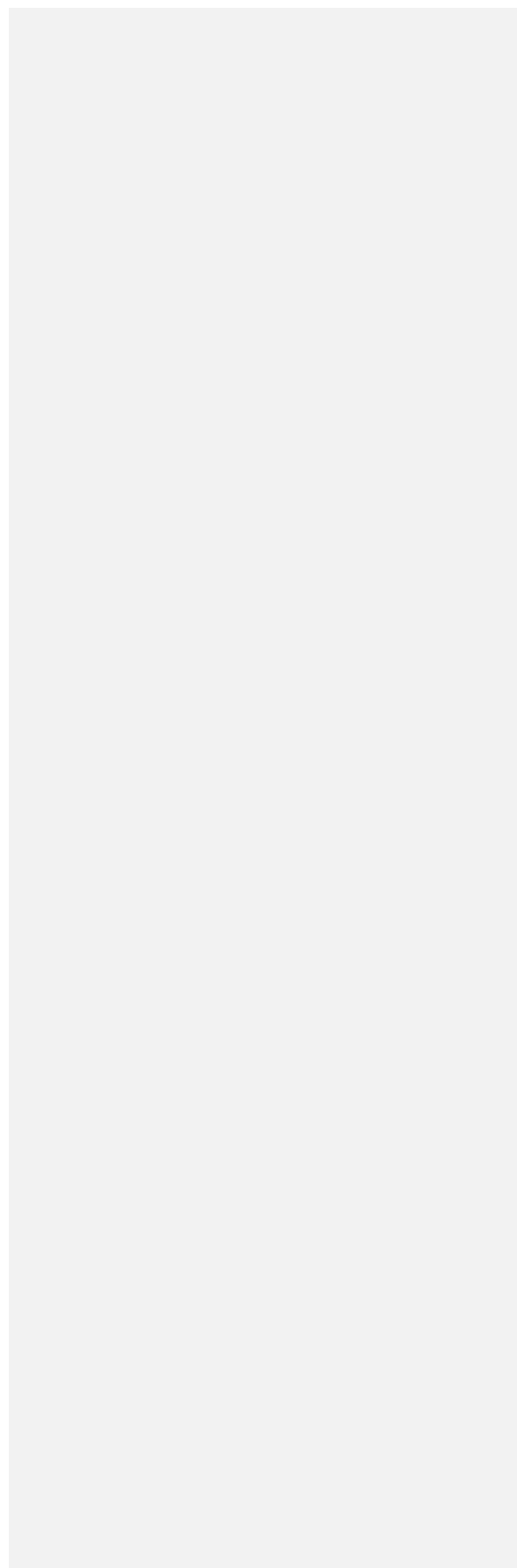
## DESIGNATED POSITIONS AND FILING OFFICERS

Based on the foregoing, the following agency positions and/or consultants qualify as “other officials who manage public investments” and shall file Statements of Economic Interests (Form 700) pursuant to Government Code section 87200 et seq. with the below-designated Filing Officers:

# of POSITIONS	POSITION TITLE/CONSULTANT	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
1	Chief Financial Officer	AC
1	General Manager	COB
7	Member of the Board of Directors	COB
<u>1</u> Consultants <sup>1</sup>	<u>General Counsel</u>	<u>COB</u>

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<sup>1</sup>The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant’s duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.



Section 7

**BOARD MEMBER AND DISTRICT EXECUTIVE  
TRAVEL/COMPENSABLE ACTIVITY POLICY  
(Revised and Adopted ~~February 13, 2019~~ July 1, 2021)**

**SCOPE**

This policy applies to members of the Board of Directors and to District executive staff (General Manager and assistant General Manager) that have occasion to incur expense on behalf of the District.

This policy additionally sets forth the types of activities for which board members may receive compensation and reimbursement for their actual and necessary expenses thereto in accordance with Government Code Section 53232 et seq.

**PURPOSE AND GENERAL PROVISIONS**

The intent of this policy is to establish equitable standards and achieve reasonably consistent and fair treatment relating to reimbursement of actual and necessary expenses incurred in the service of the District. It is further intended as a guide for both the preparation of expense reports and for approval of such reports. It is also a means of informing all concerned of their privileges and obligations in the use of District funds for travel, education, community and legislative outreach, and other expenses.

The District recognizes that attendance at workshops, seminars, meetings and conferences provides Board members and District staff with a vital forum for the exchange of ideas and methods in all areas of governmental administration, for presenting and receiving information, to provide training and professional growth opportunities. The District also recognizes the important of building relationships with legislators, regulators and key opinion leaders in local, state and federal government centers. It is the District's policy to reimburse individuals for all actual and necessary expenses incurred while engaged in activities critical to building these relationships. Individuals are expected to exercise good judgment in the expenditure of District funds. Items deemed to be of a purely personal nature are not reimbursable or covered by the District.

**A. District Executives**

Advance approval by the immediate supervisor and General Manager is required for attendance at all training programs, meetings, seminars and conferences, and/or professional growth events beyond Los Angeles and Santa Barbara Counties that require an overnight stay, air travel and/or involves an expense exceeding \$500.

**B. District Board Members**

Consistent with the requirements of this policy, Board members may receive reimbursement for their actual and necessary expenses incurred when participating in those activities listed in the "Compensable Activities" section of this policy. Pre-approval of the Board for these expenses is not required.

However, any expenses which are incurred for activities not set forth in the “Compensable Activities” section, or which do not fall within the requirements of this policy (e.g., which exceed the maximum permissible rate), must be approved by the Board of Directors in a public meeting before the expense is incurred, or the expense will not be reimbursed. The only exception to this requirement pertains to lodging expenses, as set forth below.

## **ALLOWABLE EXPENSES**

### **A. Travel Expenses**

1. Airline or other travel accommodations shall be economy class. Travel arrangements will be made through District staff. Airline travel will be arranged so as to be as cost efficient to District as possible, including early booking to minimize costs. Baggage fees are considered part of the cost of airline travel and are an allowable expense.

In case of trips longer than three hours scheduled flight time, tickets may be booked in premium economy class (e.g., Economy Plus on United Airlines, Main Cabin Extra on American, etc.). Where possible, this class should be booked at time of ticket purchase. Upgrades to premium economy purchased at check-in will be reimbursed. The District will not pay for upgrades in any other circumstances. When traveling on District business, the work/meeting schedule will take priority over the travel schedule. As such, opportunities for premium bookings and upgrades may not be available on every trip.

When scheduling flexibility is necessary, a refundable ticket may be purchased.

Travel arrangements and costs for guests are the responsibility of the individual attending and are not considered a District expense.

2. District owned vehicles shall be used by executive management staff assigned a District-owned vehicle or staff that do not receive a mileage allowance, whenever possible when traveling on District business.

3. Personal vehicles may be used if necessary and the Board members or staff shall be reimbursed at the standard IRS mileage rate (i.e., \$0.56-8 per mile for calendar year 2021-19), but for a total of no more than the cost of round trip airfare. Mileage is to be calculated via the shortest route between the District worksite or point of origin for staff, whichever is less, and from the point of origin for Directors, to the destination and the return. The owner’s/driver’s auto insurance is responsible for any damage, accident, etc. incurred. Executive management staff receiving a monthly mileage allowance shall abide by the terms of this section except where it conflicts with their employment agreement, in which case the terms of the employment agreement shall apply. Staff who do not receive a monthly mileage allowance must seek approval from their department manager in advance for use of personal vehicles on District business. Employees must provide the District with evidence of personal auto insurance, including liability insurance, in advance of travel.

4. Mileage reimbursement for a Board member's use of their personal vehicle shall be from the point of origin to destination and return. Executive management staff receiving a monthly mileage allowance shall abide by the terms of this section except where it conflicts with their employment agreement, in which case the terms of the employment agreement shall apply. Board members may be reimbursed for mileage for up to 10 meetings per month in accordance with Section B of the District Board Members: Compensation and Compensable Activities section of this policy.

5. Rental automobile costs are reimbursable when justified by the nature of the trip. Except in cases where there are more than three District-affiliated individuals traveling together, only rental of vehicles of full-size standard or smaller are permitted to be reimbursed. Rental of SUVs, minivans or premium/luxury vehicles will not be reimbursed for fewer than four individuals in one vehicle. In such cases, the names of all District-affiliated individuals will be recorded in the expense report. All drives of rental vehicles must provide their own insurance that covers the rental vehicle. Charges for insurance provided by the rental company will not be reimbursed. Fuel costs will be reimbursed with appropriate receipts.

6. Taxis and other local transportation costs, including ride-share apps, incurred to and from businesses, hotels or airports, or in other District-related activities are reimbursable upon submittal of a receipt (see tipping guidelines under Tipping section).

7. Government and group rates offered by a transportation provider will be utilized when available.

B. Hotels

1. The cost of hotel or motel accommodations incurred on approved business trips is reimbursable. It is expected that an individual will use accommodations appropriate to the nature of the business trip. Accommodations may be reserved for guests attending a District-approved function; however, the District will reimburse only the cost of the single person room rate.

2. Government and group rates offered by a lodging services provider will be utilized when available. If a lodging expense is incurred in connection with a conference or organized educational activity conducted in compliance with Government Code Section 54952.2(c), including but not limited to ethics training required by Government Code Section 53234 et seq., lodging costs covered by the District shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Board member or District staff at the time of booking. If lodging is available at the group rate, and a Board member or District staff elects to stay at a non-group rate hotel which has a higher rate, District charges shall not exceed the maximum group rate published by the activity or group sponsor, that is the Board member or staff shall be financially responsible for the difference. If rooms at the group rate are not

available, the Board member or staff shall use comparable lodging that is consistent with the requirements of Government Code Section 53232.2(c) and (e), respectively. In such event, the District may pay for up to 110% of the group rate, that is the Board member or staff shall be financially responsible for any amount in excess of 110% of the group rate.

The rates specified in the above paragraph refer to base rates and shall not include transient occupancy taxes or parking.

C. Travel Per Diem

In order to provide for the costs of ad-hoc expenses related to District travel, the District will reimburse ~~\$1050~~ per full day of authorized travel outside of the District that requires an overnight stay. The per diem is expected to cover all meals not part of outreach activities and other district business as well as any and all incidental expenses not specifically addressed in this document. The per diem will be claimed on the standard business expense report and will not be paid in advance of travel.

D. District Outreach Events

Periodically, Board Members and District Executives engage in activities related to legislative outreach. Recognizing that these events often have irregular schedules and venues, food and beverages provided as part of these activities will be reimbursed, provided the cost is reasonable for the situation as determined by the General Manager. Alcohol of reasonable costs and quantity may be provided at these events at District expense. Third-party attendees of such events must be verbally approved by the General Manager in advance to assure that the event is pursuant to District objectives and not social in nature.

Meetings of District personnel prior to or following outreach events where food and beverage are provided will be considered part of the outreach activities and as such will be covered by the District and not an incidental expense covered by the above mentioned travel per diem.

Expenses for such activities will be comprehensively documented. Supporting documentation will include a detailed check or invoice (not just a credit card receipt) and a clear accounting of the names, positions and affiliations of all attendees at the event.

E. Communications (Phone calls)

All necessary business calls and messages are reimbursable. It is expected that the least expensive method of communications (i.e., use of a mobile phone in lieu of hotel phone) that is consistent with the best interest of the District will be used whenever possible. The Board of Directors will be reimbursed \$50.00 per month for District business related phone/fax costs. Each Director is also eligible for reimbursement of business related long distance calls from their personal phone that are not covered by an all-inclusive phone plan upon submittal of their phone bill. Staff receiving a cellular phone allowance will adhere to the District's Cellular Phone Allowance Policy.

F. Travel Requiring Advance Approval (District Executives)

When overnight lodging is required, a travel authorization form “Request for Travel/Training Approval” must be completed by the staff as follows:

1. The completed travel authorization form must list all actual and anticipated costs associated with attendance at the event, and required approvals per the Purpose and General Provisions section. Please include the account number to be used to pay for the associated expense costs and all background information describing the event and attendance arrangements.
2. When required the travel authorization form is submitted to the General Manager for final approval (Allowable Expenses – Section A).
3. If the General Manager’s approval is granted, a copy of the request is submitted to the designated Finance personnel. If the request is denied, all paperwork is returned to the Department Manager.

G. Advances

The District will not provide cash advances for travel to Board members or Executives. Airfare will be paid directly by the District. Whenever possible, the District will prepay hotel, tuition, etc. costs to vendors with an approved purchase requisition, therefore an advance for these costs will not be necessary.

H. Non-Use of Advance Paid Reservations

Whenever staff or Board members make an advance paid reservation, or the District staff makes a reservation on behalf of the staff or Board members, whether for travel, lodging or meals (e.g. conference meal tickets), if the reservation or ticket is unused and the associated expense is not refundable and the staff or Board members utilizes alternative arrangements, the expense associated with such alternative arrangements will be reimbursable by the District at the General Manager’s discretion.

I. Tipping

The District shall cover tipping up to 20% of costs of the meal ~~and or 15% of~~ transportation service charges.

J. Non-reimbursable expenses

This document covers all reimbursable expenses. Any expenses not specifically mentioned will not be reimbursed without prior General Manager approval.

If no circumstances will the following be reimbursed:

- Hotel movie rentals
- Personal medical expenses not related to a workplace injury
- Personal entertainment such as sight-seeing, movies/theater, golf or other sports (except in the course of District outreach activities).





## **DISTRICT BOARD MEMBERS: COMPENSATION AND COMPENSABLE ACTIVITIES**

### **A. Compensation**

Compensation for members of the Board of Directors is established in accordance with section 74208 of the California Water Code, and increases are authorized in accordance with Water Code Section 20202. Actual and necessary expenses incurred by a Board member in the performance of his duties required or authorized by the Board are reimbursed in accordance with Water Code Section 74208 and the of this policy.

### **B. Compensable Activities**

In accordance with Government Code Section 53232.1, a Board member's attendance at the following occurrences (activities) constitutes the performance of official duties on behalf of the District which qualify a Board member to receive compensation and reimbursement of actual and necessary expenses but limited to 1 compensable activity per day and 10 compensable activities per month incurred thereto:

1. Regular, special or emergency meetings of the District Board of Directors.
2. Regular or special meetings of District Board committees, or an advisory body established by the Board of Directors, of which the Board members is a member thereof.
3. Agenda review meeting of President with General Manager, as well as other meetings of Board members with the District's General Manager or Legal Counsel, as requested by the General Manager.
4. A conference or organized educational activity conducted in compliance with Government Code Section 54952.2(c), including but not limited to ethics training required by Government Code Section 53234 et seq. This includes conferences or educational activities organized by the Association of California Water Agencies (ACWA), the Association of Water Agencies of Ventura County (AWAVC), and the California Special Districts Association (CSDA). It shall also include any other training providers approved in advance by the Board of Directors. AWAVC events included within this policy are the Water Wise breakfast series, annual Symposium, Elected Official Nigh and Year-End Report event; not included are the Annual BBQ or other events of a strictly social nature.
5. Meeting of the Board of Directors or Board committees of governmental or non-governmental entities to which a Board member has been designated by the President, as the District's representative, liaison or alternate. Such designation shall be published at least annually at a District Board meeting. The entities include the Fox Canyon Groundwater Management Agency (FCGMA), Ventura County Local Agency Formation Commission (LAFCO), ~~RiverPark Joint Powers Authority~~, the AWAVC Board of Directors and the AWAVC Water Issues Committee, West Ventura County Business Alliance (WVCBA)~~Oxnard Chamber of Commerce Water Committee~~, ACWA, CSDA, and GSA~~s~~. A District Board member who is a designated representative, liaison or alternate to a non-governmental entity, and who will be unable to attend a scheduled meeting, may request or ask the General Manager to designate

another Board member to attend the meeting on his behalf, and attendance at the meeting shall be considered a compensable activity for such other Board member.

Additionally, any preparatory meetings the Board member needs with the District's General Manager ahead of Board meetings or Board Committee entities in the paragraph above.

6. At the specific request of the District Board of Directors, Board President or General Manager, meetings of the Board of Directors of the Pleasant Valley County Water District (PVCWD), FCGMA, or the Oxnard City Council, or the governing body of any local government entity during which there is discussion of specific matters related to the District.
7. Meetings by designated District Board members or alternates, with Board members or executive management of the entities set forth in No. 5 during which there is substantial and substantive discussion of specific matters related to the District.
8. Attendance at public meetings hosted by the District (e.g., Section 10 HCP, Vern Freeman Fish Panel) at which there is a presentation of specific matters related to the District.
9. At the specific request of the District Board of Directors, Board President or General Manager, attendance at meetings with state or federal legislators, or officials of the state or federal administration (e.g., California Department of Water Resources, U.S. Bureau of Reclamation, etc.), or representatives from other entities during which there is discussion of specific matters related to the District.

#### **ADMINISTRATION**

This policy shall be administered by the General Manager. The key to prompt reimbursement is proper documentation. This includes a clear statement of the business purpose of the trip, a copy of the meeting/conference agenda, and receipts for business expenses.

Expenses rendered for reimbursement shall be itemized and sufficiently described as to the nature and intent of the expense. Expense reports should be prepared on a monthly basis and submitted to the Finance Division on prescribed forms. To receive reimbursement for authorized travel, please submit a "Travel Expense Claim" form to the Finance Division. A separate Travel Expense Claim is to be submitted for each trip taken. Original documents such as receipts or bills for all hotel charges, the last page of the airline ticket showing the itinerary and costs, usually called the "passenger receipt," and receipts for other expense must be attached to the Travel Expense Claim for documentation. Credit card charge slips will not serve as adequate documentation for transportation, room or car rental expense. In the event a receipt is lost please provide a written explanation.

The traveler is required to sign the Travel Expense Claim certifying that the amounts included on the report are actual and reasonable.

It is the responsibility of each individual, as well as each person approving the Travel Expense Claim, to ensure that there is no appearance nor occurrence of extravagant and/or unsupported expenditures for travel. During the review of these reports, any questionable or incomplete reports may be returned to the individual in order to obtain additional approval or documentation to support expenses.

The Chief Financial Officer shall advise the General Manager of any outstanding matters relating to the administration of this policy.

Exceptions to this policy may be authorized by the General Manager for other staff and by the Board Treasurer if the exception applies to the General Manager.

The Chief Financial Officer or his/her designee shall provide overall oversight of the reimbursement of expenses, and shall provide a quarterly report to the Board Finance Committee detailing the expense of the District of at least one hundred dollars (\$100.00) for each individual charge for service or product received. Additionally in compliance with Government Code §53065.5, by September 30<sup>th</sup> of each year, the Finance Division will submit a detailed report to the Board's Finance Committee that discloses any reimbursement paid to any one employee or member of the Board by the District within the immediately preceding fiscal year of at least one hundred dollars (\$100.00) for each individual charge for service or product received. The report shall be made available for public inspection at the first meeting of the Board of Directors following the Finance Committee submittal.

For District Board Members:

1. Expense reports of Board members shall be submitted to the General Manager, together with receipts, within a reasonable time after incurring the expense, and shall document that the expenses have been incurred for the types of occurrences (activities) authorized by the Board for reimbursement of such expenses.
2. Members of the Board shall provide brief reports on meetings attended at the District's expense at the next regular meeting of the Board of Directors.
3. All documents relating to expenditures of Board members as set forth herein are public records subject to disclosure under the California Public Records Act.

### **SECTION 8 – LAUBACHER AWARD**

In honor of former Director Richard V. Laubacher, the District has each year since 1997 awarded the Richard V. Laubacher Water Conservation Award. The award annually recognizes a different individual or organization whose efforts have led to lasting, extraordinary benefit to local water resources. Though the award is established as an annual one, the Board, at its discretion, may choose to not present the award in any year.

The process for annual selection of the Laubacher Award recipient set forth below recognizes that the California Government Code prohibits a legislative body from taking action by use of a secret ballot. At the same time, it attempts to be discreet about the identity of the recipient until the award can be publicly presented.

#### **Award Selection Criteria**

The Richard V. Laubacher Award shall be presented to an individual or organization that has demonstrated leadership and innovation in water conservation in agriculture, business or educational fields in Ventura County. It should be awarded in recognition of a body of work over a long period of time, taking particular note of the recipient's longevity in Ventura County water resources leadership.

Additionally, consideration shall be given to a nominee's contributions specifically to the mission of United Water Conservation District.

Finally, the award shall not be presented to a current staff member or Director of the District.

#### **Award Selection Process**

##### **Nomination**

In January and/or February of each year, a copy of the Laubacher Award criteria will be presented to Directors to solicit nominees. Names of nominees, along with reasons each is deserving of the award, should be delivered to the General Manager at least two weeks before the regular March Board meeting. Nominations may be presented by either District Directors or staff.

##### **Executive Committee Recommendation**

At an open session meeting of the District's Executive Committee within two weeks' time ahead of the regular March Board meeting, staff will provide a list of at least eight nominees for the award along with reasons why each nominee should be considered for the award.

From these nominations the committee will then select three finalists, including one recommended recipient for presentation to the full Board of Directors. It maybe the recommendation of the committee that the award not be presented in that particular year.

The committee will also review the physical award that will be presented to the recipient to determine whether the award is suitable commemoration.

#### Board of Directors Award Election

At the regular March Board meeting, staff will again present the criteria for the Richard V. Laubacher Award, along with a list of previous recipients.

In the Board's reading file, given to each Director on the day of the Board meeting, a list will be presented showing all Laubacher Award nominations for that year. This document will also identify the top three nominations as determined by the Executive committee, along with reasons each of the three should be considered as a good candidate, and it will identify the committee's recommended recipient. Each of the names on the document will be numbered for identification.

Though this list will not be proactively distributed to the public in attendance at the Board meeting, it will be provided upon request by anyone.

To determine the recipient of the award, a Director should move to present the award to a particular nominee by identifying that nominee by the corresponding number on the list. If the nomination is seconded, the Directors will then vote "aye" or "nay." This process will continue until a nominee receives "ayes" from the majority of the Directors present.

#### Presentation of the Award

Upon selection of a recipient for the Laubacher Award, staff will ensure preparation of the physical award in time for the Water Agencies of Ventura County's Annual Water Symposium. Staff will also prepare statements to assist the Board President in presenting the award at the Symposium.

## **SECTION 9 – PUBLIC FINANCING CORPORATION**

### **United Water Conservation District Public Financing Corporation**

The Corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the California Nonprofit Public Benefit Corporation Law for public purposes. It is organized and operated exclusively for social welfare purposes within the meaning of Section 501(c)(4) of the Internal Revenue Code. The specific and primary purposes for which the Corporation is formed are:

- a) To provide assistance to the District by financing the acquisition and construction of public facilities for the use and benefit of the District.
- b) To acquire (by lease, purchase, installment purchase or otherwise) real and personal property, including any interest therein; to enter into contracts for services or for other purposes; to construct, reconstruct, modify, add to, improve or otherwise acquire, construct, modify and equip buildings, structures, equipment, facilities and improvements thereto and (by sale, installment sale, lease, sublease, leaseback, gift or otherwise) make any part or all of any such real or personal property (and any interest therein) available to or for the benefit of the District.
- c) To borrow the necessary funds to pay the cost of financing, refinancing, acquiring, constructing, replacing, establishing, improving, maintaining, equipping and operating such real and personal property for the herein described purposes, the indebtedness for which borrowed money may, but need not, be evidenced by securities of the Corporation of any kind or characters issued at any one of more times, which may be either unsecured or secured by any mortgage, trust deed, pledge, encumbrance or other lien upon any part or all of the properties and assets at any time or thereafter owned or acquired by the Corporation.

### **Public Financing Corporation Governance**

#### **Board of Directors**

The members of the Board of Directors of United Water Conservation District shall serve ex-officio as the Board of Directors of the Corporation.

#### **Officers**

The officers of the Corporation shall be a President, a Vice President, a Chief Financial Officer and a Secretary and such subordinate officers, including one or more assistant secretaries and assistant financial officers, as the Board of Directors may appoint. Only members of the Board of Directors shall be qualified to hold the office of President or Vice President and neither the Secretary nor the Chief Financial Officer may serve concurrently as President.

Each officer shall be appointed by the Board of Directors and shall hold office until his or her successor shall have been appointed and qualified, or until the death, resignation or removal of such officer.

Director Compensation

No member of the Board of Directors shall be entitled to receive any compensation for serving as a Director or as an officer of the corporation, except that any Director or officer may be reimbursed for expenses duly incurred in the performance of duties as Director or officer of the corporation, upon approval of the Board of Directors.

Meetings

Unless otherwise designated in the notice of the meeting, all meetings shall be held at the principal offices of the District.

The time and place of regular meetings of the Board of Directors of the Corporation may be fixed by resolution of the Board.

Special meetings may be called in accordance with Section 54956 of the state Government Code.

A meeting of the Public Facilities Financing Corporation may not be held simultaneous to or in serial with a United Water Conservation District Board of Directors meeting without first there being an announcement by the Board of the compensation to be paid to the Directors for the meeting of the Public Facilities Financing Corporation.

Quorum

A majority of the Board of Directors shall constitute a quorum for the transaction of business by the Board of Directors, except that less than a quorum may adjourn from time to time. No action may be taken by the Board of Directors except upon the affirmative vote of a majority of the members of the Board of Directors.



**UNITED WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS  
POLICIES AND PROCEDURES**

**Effective April 10, 2013**

**Revised and Approved December 13, 2017**

**Revised and Approved March 13, 2018**

**Revised and Approved September 9, 2020**

**Revised and Proposed March 9, 2022**

**Scope**

This policy sets forth administrative procedures to guide the Board of Directors in conducting the governance of the District. It generally sets forth procedures that are not otherwise dictated by state Government Code or Water Code, though in some cases procedures governed by state law are covered here for the sake of clarity and convenience. May of the Board's activities are governed by the Ralph M. Brown Act (Government Code Section 54950), and the Board will comply with the Act's various provisions in recognition that it is the public's right to have access to and input on the District's governance.

Over the years, the District has adopted numerous resolutions and policies with respect to Board procedure, so this document also serves to bring together those past actions in one place.

Though otherwise intended to be as thorough as possible, it is expected that matters will arise which are not covered in this document and which must be addressed by the Board. It is expected that as these matters arise this policy will be amended to include provision to cover them.

The District also recognizes that laws change from time to time. If any of the provisions in this document are in conflict with current law, the conflicting provisions will be deemed invalid and the current law will apply. Likewise, if any of the provisions in this document are invalidated, the remainder of the provisions in this document shall remain in effect and shall not be invalidated.

**Purpose and General Provisions**

United Water Conservation District, reformed in 1950 under Division 21 of the state Water Code, is governed by a seven-member Board of Directors. In order to conduct its governance responsibilities, the Board of Directors requires a clear, succinct set of procedures. These procedures help in several ways, including ensuring that the District conducts its business in compliance with state Government and Water Code or other applicable laws, provide the public with ready information about how the Board will perform governance functions, and ensure that regular administrative requirements are addressed in a timely, consistent manner.



## **SECTION 1 – COMPOSITION OF THE BOARD**

### **Make-up of the Board**

United Water Conservation District has been established with seven divisions of approximately equal population. Consequently, the Board of Directors shall consist of seven members, each of which shall be an elector of the division for which he is elected and a resident of Ventura County. Each Director shall be elected for a term of four years.

### **Election of Directors**

The terms of the Directors shall be staggered such that the seats representing three of the District's divisions are up for election in the same year, and two years later the other four seats stand for election.

District elections shall be held on even numbered years and shall be consolidated with statewide general elections in November.

In accordance with Election Code section 15651, in the event of a tie vote between the leading vote-getters in one District division, the District will hold a special election to determine the winner.

Any fees associated with the filing of Candidate Statements or for acquiring voter registration information are the sole responsibility of the candidate.

### **Seating of the Board**

Directors shall be sworn in at the first regular Board meeting following certification of their election. They shall be sworn in by the county Clerk or by a person to whom the Clerk has delegated this authority. In the event that circumstances do not permit a newly elected or re-elected Director to be sworn in at a regular Board meeting before the last day of December following the election, special arrangements may be made with the county Clerk of his/her deputy to conduct the swearing-in.

### **Election of Officers**

At the regular Board meeting in January of each year, the Board shall elect three officers: President, Vice-President and Secretary/Treasurer. No member of the Board shall serve more than two consecutive one-year terms in any of these three offices.

### **Duties of the President**

- Chair meetings of the Board of Directors.
- Review agenda of Board meetings with General Manager before each meeting.
- Appoint committees of the Board of Directors and assign committee chairperson responsibilities.
- Set the time and place for special meetings of the Board of Directors.
- Represent the District at public ceremonies.
- Serve as public spokesperson of the District and express approved policy of the District when called upon to do so.
- Sign checks of the District as prescribed under financial policies.
- Annually facilitate review of the General Manager.

- Chair District's Executive Committee.

Duties of the Vice President

- Assume the duties of the President in his/her absence.
- Sign checks of the District as prescribed under financial policies.
- Serve as a member of the District's Executive Committee.

Duties of the Secretary/Treasurer

- Chair the District's Finance and Audit Committee.
- Attest to accuracy of Board meeting minutes.
- Serve as a member of the District's Executive Committee.

**Director Bonding**

Pursuant to Water Code section 74206, each director of a water conservation district must execute an official bond in the sum of \$1,000 and file the bond, together with his or her official oath, with the secretary of his or her agency. This obligation will be fulfilled by the District for its Directors through the District's liability insurance coverage.

## **SECTION 2 – BOARD MEETINGS**

### **Quorum**

A quorum of the Board shall be four or more members.

### **Regular Board Meetings**

Regular meetings of the Board of Directors will be held on the second Wednesday of each month, at 12:00p.m. at the District's offices. In consideration of certain factors, the Board may act to move the place or time of a specific future regular Board meeting, however, under no circumstances may the Board hold a meeting outside of the boundaries of the District, except to:

1. Comply with state or federal law or court order, or attend a judicial or administrative proceeding to which the District is a party.
2. Participate in meetings or discussions of multiagency significance that are outside the boundaries of the District. However, any such meeting or discussion shall take place within the jurisdiction of one of the participation local agencies and be noticed by all participating agencies.
3. Meet outside their immediate jurisdiction with elected or appointed officials of the federal or state governments when a local meeting would be impractical, solely to discuss a legislative or regulatory issue affecting the local agency and over which the federal or state officials have jurisdiction.
4. Visit the office of the local agency's legal counsel for a closed session on pending litigation, when to do so would reduce legal fees or costs.
5. Other circumstances as authorized by the Brown Act.

Notice of the meetings and an agenda for any such meeting must be posted at the entrance of the District's headquarters (in a position viewable from outside the building 24 hours a day) at least 72 hours in advance of the meeting.

### **Special Board Meeting**

In order to address urgent issues which cannot wait for the next regular Board meeting, the President or a majority of the Board may call a special Board meeting. In calling a special Board meeting written notice must be mailed to each member of the Board not calling the meeting at least three days prior to the meeting, and to each local newspaper and radio or television station requestion notice, in writing (email or fax is acceptable for this purpose) at least 24 hours before the time of the meeting. The notice shall specify the time and place of the special meeting and the business to be transacted or discussed, and no other business shall be considered at the special Board meeting.

The written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the Clerk of the Board a written waiver of notice. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

The special Board meeting agenda shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public at the District's offices.

At a special Board meeting the Board may not take action with respect to the salaries, salary schedules, or compensation paid to District Directors or employees.

### **Emergency Board Meetings**

In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the District may hold an emergency Board meeting without complying with either the 24-hour notice requirement or the 24-hour posting requirement applicable to other special Board meetings. In such event, each local newspaper and radio or television station requesting notice of special meetings shall be notified by telephone at least one hour prior to the meeting by the Board President or designee.

An “emergency situation” shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body. Such an emergency Board meeting will commence with a determination by the Board as to the “emergency situation” which exists.

The Board may also meet in a “dire emergency,” defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity which poses such an immediate and significant public peril that requiring a one-hour notice before holding the meeting may endanger the public health, safety, or both, as determined by a majority of the members of the legislative body. Such an emergency Board meeting will commence with a determination by the Board as to the “dire emergency” which exists.

### **Remote Attendance by Directors**

Directors may participate in any meeting within the subject matter jurisdiction of the Board, including Board and committee meetings, via teleconferencing from a remote location, including outside of District boundaries. All votes taken during a teleconferenced meeting shall be by roll call.

In the event of use of teleconferencing for Director Board meeting attendance, an agenda shall be posted at each teleconference location. Each teleconference location shall be identified in the notice and agenda of the meeting, and each teleconference location shall be accessible to the public. During the teleconference, at least four members of the Board shall participate from locations within the boundaries of the District. The meeting agenda and format shall provide opportunity for members of the public to address the Board at each teleconference location.

### **Order of the Meeting**

#### **Public Comment**

Every agenda for Board or committee meetings shall provide an opportunity at the beginning of the meeting for members of the public to directly address the Board or committee on any item not on the agenda but within the jurisdiction of the District or, in the case of a committee meeting, within the specific jurisdiction of the committee. No action shall be taken on any item not

appearing on the agenda unless the item is added to the agenda in accordance with the requirements below.

With respect to items on the agenda, an opportunity will be given to the public to provide comment on the item before or during consideration by the Board or committee.

The agenda need not provide an opportunity for members of the public to address the Board on any item that has already been considered by a committee at a public meeting where interested members of the public were provided the opportunity to comment unless the item has been substantially changed since the committee heard the item.

#### Adding Items to the Agenda

Items may be added to the Board meeting agenda upon a determination by a two-thirds vote of the members of the Board present the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action on the item and that the need for the action came to the attention of the Board subsequent to the posting of the agenda; or upon a determination by the majority of the legislative body that an emergency exists; or as otherwise authorized under the Brown Act.

#### Consent Calendar

The agenda of regular meetings of the Board of Directors may contain a Consent Calendar for Board action on non-controversial items. An item shall be pulled from the Consent Calendar for separate consideration upon the request of any member of the Board. Non-controversial action items with a fiscal impact may only be included in the Consent Calendar for a budgeted expense of less than \$100,000 and an unbudgeted expense of less than \$30,000.

All votes on the Consent Calendar shall be conducted by roll call.

#### Voting on Board Actions

Under no circumstances shall the Board take action by secret ballot, whether preliminary or final.

Voting on items establishing District policy or approving resolutions or ordinances must be conducted by roll call vote. Action on items with a fiscal impact must be conducted by roll call vote for unbudgeted items and for budgeted items greater than or equal to \$100,000. All other items, upon the judgment of the President, may be conducted by voice vote.

#### **Executive (Closed) Session**

Executive (Closed) sessions are portions of District Board and committee meetings, conducted in private, without the attendance of the public or press. They are permitted for specified purposes as part of a regular or special meeting, and during an emergency meeting under certain circumstances.

Disclosure of confidential information acquired in closed session is prohibited, unless the Board or committee holding the closed session authorizes disclosure by a majority vote. The Board may

enforce this prohibition by seeking injunctive relief to prevent disclosure, disciplinary action against an employee who has willfully disclosed confidential information, or referral of a member of the Board or committee who has disclosed confidential information to the grand jury.

Alternatively, if the Board determines that a member of the Board or committee willfully disclosed confidential information acquired in closed session, the Board may publicly censure that Board or committee member. Censure must be done by resolution and requires a motion and second from the Board and 75% of the Board voting in favor of censure.

### **SECTION 3 – COMMITTEES (Revised and Adopted 2020-09-09)**

#### **Purpose and General Provisions**

In order to conduct its large volume of governance responsibilities in an organized fashion, the United Water Conservation District Board of Directors has delegated to certain standing committee the authority to meet at specified frequencies to hear about and discuss District issues in detail beyond what is practical at regular Board meetings. From time to time, or order to address large issues of a limited duration, advisory committees (e.g., ad hoc committees) may be formed by the Board President. Such advisory committees shall exist for a set term or until their assignment is deemed complete by the Board President.

Standing committees and ad hoc committees are for advisory purposes only; no decisions may be made without specific authority being approved by action of the full Board of Directors. Committees provide input and guidance to staff in developing recommendations to be presented to the entire Board. Committee area also tasked with making recommendations to the Board based upon their more extensive understanding of the details of specific issues.

#### **Committee Appointments and Substitutions**

Pursuant to District Resolution No. 82-5, the President, with advice and consent of the rest of the Board, shall make standing committee assignments each year at the regular February Board meeting or as soon thereafter as practical.

Each committee, whether standing or special, shall be made up of no more than three members of the Board of Directors, and two members will constitute a quorum of any of the committees. The Executive Committee will consist of the three Board officers (President, Vice President, Secretary/Treasurer) and the members of the other committees will be appointed by the President from among the other six Directors (i.e., the President will not be a member of a committee, except the Executive Committee)

In the event that a member of a committee is unable to attend a meeting of that committee, the General Manager may request a substitute to serve for that one meeting. The substitute may be appointed from any of the remaining Directors, including the President.

### **Standing Committees**

**Executive Committee** – Made up of the three Board officers (President, Vice President, Secretary/Treasurer). Meets not less than quarterly or upon call of the President with regard to District governance, and human resources. Staff Liaison is the General Manager.

**Engineering and Operations Committee** – Made up of three members, including a Chair, appointed by the President. Meets to review District's dam safety, Capital Improvement Projects, equipment issues, and operation and maintenance of District facilities, including environmental services and recreation issues. Staff liaison in the Chief Engineer with input from Chief Operations officer, Chief Park Ranger, Environmental Services Manager. Meets the first Thursday of the Month.

**Finance and Audit Committee** – Made up of three members, including a Chair (Board's Secretary/Treasurer), appointed by the President. Meets before each regular monthly Board meeting or upon call of the Chair to review District financial statements and reserves, conduct budget and financial planning review and to review in depth upcoming Board meeting agenda items with financial impact; also acts as District audit committee (i.e., with regard to internal controls, meeting with independent auditors, etc.) and reviews issues associated with District risk management and purchasing procedures. Staff liaison is the Chief Financial Officer. Meets nine days prior to the regular monthly Board meeting.

**Recreation Committee** – Made up of three members, including a Chair appointed by the President. Meets to review Lake Piru Recreation Area issues including Park Ranger staff and concessionaires. Staff liaison is the Chief Park Ranger. Meets the first Wednesday of the month.

**Water Resources Committee** – Made up of three members, including a Chair appointed by the President. Meets to review groundwater, surface water, water quality, and modeling, overdraft, seawater intrusion, replenishment, Fox Canyon Groundwater Management Agency, Fillmore and Piru Basins and Mound Basin Groundwater Sustainability Agencies. Staff liaison is the Chief Engineer with input from Water Resources Manager and the Water Resources staff. Meets the first Tuesday of the month.

### **Committee Meeting Public Access and Notice**

All District committee meetings shall be open to the public, except as required to discuss specific items in closed session as permitted by the Brown Act, and each meeting shall provide time for public comment on issues under the jurisdiction of the committee.

Notice of the regular meetings of a standing committee and an agenda for any such meeting must be posted at the entrance of the District's headquarters (in a position viewable from outside the building) at least 72 hours in advance of the meeting in compliance with the Brown Act.

**Attendance at Committee Meetings by Non-Committee Member**

A member of the Board of Directors who is not a current member of a particular committee or has not been requested to serve as a substitute for a member of the particular committee, may attend a meeting of the committee. However, he/she may only be an observer, and may not participate in any way in order to avoid violation of the Brown Act. This includes participation in the public comment portion of the meeting, making statement, or sitting with the committee.

**Appointment to Outside Organizations**

In recognition that it is in the District's interest to maintain an active, formal role in certain outside organizations, the President will annually in February, or as otherwise required by the organizations, appoint District representatives to these organizations in accordance with their bylaws/procedures. These organizations consist of the following:

1. Fox Canyon Groundwater Management Agency – 1 representative, 1 alternate
2. Ventura County Association of Water Agencies Board of Directors – 1 representative, 1 alternate.
3. Ventura County Association of Water Agencies Water Issues Committee – 1 representative, 1 alternate.
4. Ventura County Special Districts Association – 1 representative, 1 alternate.
5. West Ventura County Business Alliance (WVCBA) – 1 representative, 1 alternate.
6. ACWA-JPIA – 1 representative, 1 alternate.
7. Fillmore and Piru Basins Groundwater Sustainability Agency – 1 representative.
8. Mound Basin Groundwater Sustainability Agency – 1 representative.



#### **SECTION 4 – DIRECTOR VACANCIES**

Pursuant to state law, the seat of a District Director is vacated before the expiration of the term on the happening of certain events, including the following:

- a) The death of the incumbent.
- b) His or her resignation.
- c) His or her removal from office.
- d) His or her ceasing to be an inhabitant of the District division which he or she represents.
- e) His or her ceasing to discharge the duties of his or her office for the period of three consecutive months, except when prevented by sickness, or when absent from the state without permission required by law beyond the period allowed by law.
- f) His or her conviction of a felony or of any offense involving a violation of his or her official duties.
- g) His or her refusal or neglect to file his or her required oath within the time prescribed.

The remaining members of the Board will then act at their next regular Board meeting to determine whether the vacancy will be filled by appointment or election.

In the event the Board chooses to fill the vacancy by making an appointment the remaining members of the Board shall make the appointment within 60 days after either the date of which the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later. The District shall post a notice of the vacancy in three or more conspicuous places in the District at least 15 days before the Board makes the appointment.

If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next District election, the person appointed to fill the vacancy shall hold office until the next District election, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

If the Board chooses to fill the vacancy through election, the election shall be held on the next established election date provided in Section 1000 of the Elections Code that is 130 or more days after the date the Board calls the election.

The established election dates in each year are as follows:

- a) The second Tuesday of April in each even-numbered year.
- b) The first Tuesday after the first Monday in March of each odd-numbered year.
- c) The first Tuesday after the first Monday in June in each year.
- d) The first Tuesday after the first Monday in November of each year.
- e) The First Tuesday in February of each year evenly divisible by the number four.

## **SECTION 5 – REDISTRICTING**

The Board, following the release of data from each federal decennial census, shall ensure that the population of each of the seven division are substantially equal, and in no event shall the total population of any combination of division comprising a majority of the number of divisions of the District equal less than one half of the population of the District. Also, in no event shall the largest division exceed the population of the smallest division by a ration exceeding 2 to 1.

At a regular Board meeting as soon as is practical following the release of date for each decennial census, District staff will present information to the Board to help it determine whether an adjustment to division boundaries is appropriate. The Board may also undertake a process to adjust District division boundaries at any time on its own initiative.

If the Board finds that no adjustment to District boundaries is necessary, no further action is required. If the Board finds that adjustments to District boundaries are appropriate, it may be resolution propose changes to Division boundaries. Following adoption of such resolution, a report containing a map or description of new recommended division boundaries must be submitted to the Ventura County Board of Supervisors within 60 days.

The Board of Supervisors may change the proposed District boundaries provided that the change I in accordance with state Water Code and the District's resolution , and the Board of Supervisors shall hold a public hearing regarding such change.

It should be noted, in accordance with Water Code Section 74466(a), the above procedure for reapportionment of divisions must be conducted in a timely way such that, in order to be implements with the next District election, it must be completed, including adoption by the Board of Supervisors, at least 120 days before such next District election.

A change in division boundaries shall not affect the term of office of any Director. Also, if division boundaries are adjusted, the Director of the division whose boundaries have been adjusted shall continue to be the Director of the division bearing the number of his or her division as formerly comprised until the office becomes vacant through term expiration or otherwise, whether or not the Director is a resident within the boundaries of the division as adjusted.

**SECTION 6 – CONFLICT OF INTEREST CODE & ETHICS**

(revised and approved September 9, 2020)

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the United Water Conservation District, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the United Water Conservation District. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for the position in Exhibit A.

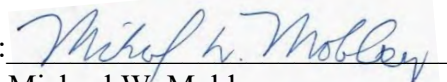
**Ethics Training**

Pursuant to AB1234, passed in 2005, local agency officials must take two hours of ethics training every two years. For the purposes of this training requirement, District officials are defined as the Directors and management staff. Upon completion of the training, these officials must present the District with a copy of the certificate proving fulfillment of the training.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

APPROVED AND ADOPTED this 9<sup>th</sup> day of September, 2020:

By:



Michael W. Mobley

UWCD Board President

## EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
<b>1</b>	<b>General Manager<sup>1</sup></b>	<b>1</b>	<b>COB</b>
<b>1</b>	<b>Assistant General Manager</b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Associate Engineer</b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Chief Financial Officer</b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Chief Engineer</b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Chief Operations Officer</b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Chief Water Treatment Operator</b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Controller</b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Dam Operator</b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Environmental Services Manager</b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>General Counsel</b>	<b>1</b>	<b>COB</b>
<b>7</b>	<b>Members of the Board of Directors</b>	<b>1</b>	<b>COB</b>
<b>1</b>	<b>Operations and Maintenance Manager</b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Senior Environmental Scientist</b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Senior Engineer</b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Senior Hydrogeologist</b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Senior Hydrologist</b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Chief Park Ranger</b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Supervising Hydrogeologist</b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Principal Hydrologist<sup>2</sup></b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Operations and Maintenance Program Supervisor<sup>3</sup></b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Chief Human Resources Officer<sup>1</sup></b>	<b>5</b>	<b>AC</b>
<b>1</b>	<b>Water Resources Manager<sup>1</sup></b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Engineering Manager<sup>1</sup></b>	<b>6</b>	<b>AC</b>
<b>1</b>	<b>Technology Systems Manager<sup>1</sup></b>	<b>6</b>	<b>AC</b>

<sup>1</sup> new positions

## **EXHIBIT B – DISCLOSURE CATEGORIES**

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

### **Category 1 – BROADEST DISCLOSURE**

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

### **Category 2 – REAL PROPERTY**

[SEE FORM 700 SCHEDULE B]

All interests in real property, including interests in real property held by business entities and trusts in which the public official holds a business position or has an investment or other financial interest.

### **Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which engage in land development, construction, or real property acquisition or sale.

### **Category 4 – PROCUREMENT**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

### **Category 5 – REGULATION AND PERMITTING**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

### **Category 6 – FUNDING**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which received grants or other funding from or through the designated position's agency or department.

**APPENDIX – DESIGNATING OFFICIALS  
WHO MANAGE PUBLIC INVESTMENTS**

Pursuant to Government Code section 87200 et seq., certain city and county officials, as well as all “other officials who manage public investments,” are required to disclose their economic interests in accordance with the Political Reform Act. This Appendix provides the relevant definitions for determining which public officials qualify as “other officials who manage public investments,” designates the agency’s positions which qualify as such, and states the Filing Officer for each designated position.

**APPLICABLE DEFINITIONS**

As set forth in 2 California Code of Regulations section 18701, the following definitions apply for the purposes of Government Code section 87200:

(1) “Other public officials who manage public investments” means:

(A) Members of boards and commissions, including pension and retirement boards or commission, or of committees thereof, who exercise responsibility for the management of public investments;

(B) High-level officers and employees of public agencies who exercise primary responsibility for the management of public investments, such as chief or principal investment officers or chief financial managers. This category shall not include officers and employees who work under the supervision of the chief or principal investment officers or the chief financial managers; and

(C) Individuals who, pursuant to a contract with a state or local government agency, perform the same or substantially all the same functions that would otherwise be performed by the public officials described in subdivision (1)(B) above.

(2) “Public investments” means the investment of public moneys in real estate, securities, or other economic interests for the production of revenue or other financial return.

(3) “Public moneys” means all moneys belonging to, received by, or held by, the state, or any city, county, town, district, or public agency therein, or by an officer thereof acting in his or her official capacity, and includes the proceeds of all bonds and other evidences of indebtedness, trust funds held by public pension and retirement systems, deferred compensation funds held for investment by public agencies, and public moneys held by a financial institution under a trust indenture to which a public agency is a party.

(4) “Management of public investments” means the following non-ministerial functions: directing the investment of public moneys; formulating or approving investment policies; approving or establishing guidelines for asset allocations; or approving investment transactions.

**DESIGNATED POSITIONS AND FILING OFFICERS**

Based on the foregoing, the following agency positions and/or consultants qualify as “other officials who manage public investments” and shall file Statements of Economic Interests (Form 700) pursuant to Government Code section 87200 et seq. with the below-designated Filing Officers:

# of POSITIONS	POSITION TITLE/CONSULTANT	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
<b>1</b>	<b>Chief Financial Officer</b>	<b>AC</b>
<b>1</b>	<b>General Manager</b>	<b>COB</b>
<b>7</b>	<b>Member of the Board of Directors</b>	<b>COB</b>
<b>1</b>	<b>General Counsel</b>	<b>COB</b>
<b>Consultants<sup>1</sup></b>		

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<sup>1</sup>The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant’s duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

## **SECTION 7**

### **BOARD MEMBER AND DISTRICT EXECUTIVE TRAVEL/COMPENSABLE ACTIVITY POLICY**

**(Revised and Adopted July 1, 2021)**

#### **SCOPE**

This policy applies to members of the Board of Directors and to District executive staff (General Manager and assistant General Manager) that have occasion to incur expense on behalf of the District.

This policy additionally sets forth the types of activities for which board members may receive compensation and reimbursement for their actual and necessary expenses thereto in accordance with Government Code Section 53232 et seq.

#### **PURPOSE AND GENERAL PROVISIONS**

The intent of this policy is to establish equitable standards and achieve reasonably consistent and fair treatment relating to reimbursement of actual and necessary expenses incurred in the service of the District. It is further intended as a guide for both the preparation of expense reports and for approval of such reports. It is also a means of informing all concerned of their privileges and obligations in the use of District funds for travel, education, community and legislative outreach, and other expenses.

The District recognizes that attendance at workshops, seminars, meetings and conferences provides Board members and District staff with a vital forum for the exchange of ideas and methods in all areas of governmental administration, for presenting and receiving information, to provide training and professional growth opportunities. The District also recognizes the importance of building relationships with legislators, regulators and key opinion leaders in local, state and federal government centers. It is the District's policy to reimburse individuals for all actual and necessary expenses incurred while engaged in activities critical to building these relationships. Individuals are expected to exercise good judgment in the expenditure of District funds. Items deemed to be of a purely personal nature are not reimbursable or covered by the District.

##### **A. District Executives**

Advance approval by the immediate supervisor and General Manager is required for attendance at all training programs, meetings, seminars and conferences, and/or professional growth events beyond Los Angeles and Santa Barbara Counties that require an overnight stay, air travel and/or involves an expense exceeding \$500.

##### **B. District Board Members**

Consistent with the requirements of this policy, Board members may receive reimbursement for their actual and necessary expenses incurred when participating in those activities listed in the "Compensable Activities" section of this policy. Pre-approval of the Board for these expenses is not required.



However, any expenses which are incurred for activities not set forth in the “Compensable Activities” section, or which do not fall within the requirements of this policy (e.g., which exceed the maximum permissible rate), must be approved by the Board of Directors in a public meeting before the expense is incurred, or the expense will not be reimbursed. The only exception to this requirement pertains to lodging expenses, as set forth below.

## **ALLOWABLE EXPENSES**

### **A. Travel Expenses**

1. Airline or other travel accommodations shall be economy class. Travel arrangements will be made through District staff. Airline travel will be arranged so as to be as cost efficient to District as possible, including early booking to minimize costs. Baggage fees are considered part of the cost of airline travel and are an allowable expense.

In case of trips longer than three hours scheduled flight time, tickets may be booked in premium economy class (e.g., Economy Plus on United Airlines, Main Cabin Extra on American, etc.). Where possible, this class should be booked at time of ticket purchase. Upgrades to premium economy purchased at check-in will be reimbursed. The District will not pay for upgrades in any other circumstances. When traveling on District business, the work/meeting schedule will take priority over the travel schedule. As such, opportunities for premium bookings and upgrades may not be available on every trip.

When scheduling flexibility is necessary, a refundable ticket may be purchased.

Travel arrangements and costs for guests are the responsibility of the individual attending and are not considered a District expense.

2. District owned vehicles shall be used by executive management staff assigned a District-owned vehicle or staff that do not receive a mileage allowance, whenever possible when traveling on District business.

3. Personal vehicles may be used if necessary and the Board members or staff shall be reimbursed at the standard IRS mileage rate (i.e., \$0.56-8 per mile for calendar year 2021), but for a total of no more than the cost of round trip airfare. Mileage is to be calculated via the shortest route between the District worksite or point of origin for staff, whichever is less, and from the point of origin for Directors, to the destination and the return. The owner's/driver's auto insurance is responsible for any damage, accident, etc. incurred. Executive management staff receiving a monthly mileage allowance shall abide by the terms of this section except where it conflicts with their employment agreement, in which case the terms of the employment agreement shall apply. Staff who do not receive a monthly mileage allowance must seek approval from their department manager in advance for use of personal vehicles on District business. Employees must provide the District with evidence of personal auto insurance, including liability insurance, in advance of travel.

4. Mileage reimbursement for a Board member's use of their personal vehicle shall be from the point of origin to destination and return. Executive management staff receiving a monthly mileage allowance shall abide by the terms of this section except where it conflicts with their employment agreement, in which case the terms of the employment agreement shall apply. Board members may be reimbursed for mileage for up to 10 meetings per month in accordance with Section B of the District Board Members: Compensation and Compensable Activities section of this policy.

5. Rental automobile costs are reimbursable when justified by the nature of the trip. Except in cases where there are more than three District-affiliated individuals traveling together, only rental of vehicles of full-size standard or smaller are permitted to be reimbursed. Rental of SUVs, minivans or premium/luxury vehicles will not be reimbursed for fewer than four individuals in one vehicle. In such cases, the names of all District-affiliated individuals will be recorded in the expense report. All drives of rental vehicles must provide their own insurance that covers the rental vehicle. Charges for insurance provided by the rental company will not be reimbursed. Fuel costs will be reimbursed with appropriate receipts.

6. Taxis and other local transportation costs, including ride-share apps, incurred to and from businesses, hotels or airports, or in other District-related activities are reimbursable upon submittal of a receipt (see tipping guidelines under Tipping section).

7. Government and group rates offered by a transportation provider will be utilized when available.

B. Hotels

1. The cost of hotel or motel accommodations incurred on approved business trips is reimbursable. It is expected that an individual will use accommodations appropriate to the nature of the business trip. Accommodations may be reserved for guests attending a District-approved function; however, the District will reimburse only the cost of the single person room rate.

2. Government and group rates offered by a lodging services provider will be utilized when available. If a lodging expense is incurred in connection with a conference or organized educational activity conducted in compliance with Government Code Section 54952.2(c), including but not limited to ethics training required by Government Code Section 53234 et seq., lodging costs covered by the District shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Board member or District staff at the time of booking. If lodging is available at the group rate, and a Board member or District staff elects to stay at a non-group rate hotel which has a higher rate, District charges shall not exceed the maximum group rate published by the activity or group sponsor, that is the Board member or staff shall be financially responsible for the difference. If rooms at the group rate are not

available, the Board member or staff shall use comparable lodging that is consistent with the requirements of Government Code Section 53232.2(c) and (e), respectively. In such event, the District may pay for up to 110% of the group rate, that is the Board member or staff shall be financially responsible for any amount in excess of 110% of the group rate.

The rates specified in the above paragraph refer to base rates and shall not include transient occupancy taxes or parking.

C. Travel Per Diem

In order to provide for the costs of ad-hoc expenses related to District travel, the District will reimburse \$100 per full day of authorized travel outside of the District that requires an overnight stay. The per diem is expected to cover all meals not part of outreach activities and other district business as well as any and all incidental expenses not specifically addressed in this document. The per diem will be claimed on the standard business expense report and will not be paid in advance of travel.

D. District Outreach Events

Periodically, Board Members and District Executives engage in activities related to legislative outreach. Recognizing that these events often have irregular schedules and venues, food and beverages provided as part of these activities will be reimbursed, provided the cost is reasonable for the situation as determined by the General Manager. Alcohol of reasonable costs and quantity may be provided at these events at District expense. Third-party attendees of such events must be verbally approved by the General Manager in advance to assure that the event is pursuant to District objectives and not social in nature.

Meetings of District personnel prior to or following outreach events where food and beverage are provided will be considered part of the outreach activities and as such will be covered by the District and not an incidental expense covered by the above mentioned travel per diem.

Expenses for such activities will be comprehensively documented. Supporting documentation will include a detailed check or invoice (not just a credit card receipt) and a clear accounting of the names, positions and affiliations of all attendees at the event.

E. Communications (Phone calls)

All necessary business calls and messages are reimbursable. It is expected that the least expensive method of communications (i.e., use of a mobile phone in lieu of hotel phone) that is consistent with the best interest of the District will be used whenever possible. The Board of Directors will be reimbursed \$50.00 per month for District business related phone/fax costs. Each Director is also eligible for reimbursement of business related long distance calls from their personal phone that are not covered by an all-inclusive phone plan upon submittal of their phone bill. Staff receiving a cellular phone allowance will adhere to the District's Cellular Phone Allowance Policy.

F. Travel Requiring Advance Approval (District Executives)

When overnight lodging is required, a travel authorization form “Request for Travel/Training Approval” must be completed by the staff as follows:

1. The completed travel authorization form must list all actual and anticipated costs associated with attendance at the event, and required approvals per the Purpose and General Provisions section. Please include the account number to be used to pay for the associated expense costs and all background information describing the event and attendance arrangements.
2. When required the travel authorization form is submitted to the General Manager for final approval (Allowable Expenses – Section A).
3. If the General Manager’s approval is granted, a copy of the request is submitted to the designated Finance personnel. If the request is denied, all paperwork is returned to the Department Manager.

G. Advances

The District will not provide cash advances for travel to Board members or Executives. Airfare will be paid directly by the District. Whenever possible, the District will prepay hotel, tuition, etc. costs to vendors with an approved purchase requisition, therefore an advance for these costs will not be necessary.

H. Non-Use of Advance Paid Reservations

Whenever staff or Board members make an advance paid reservation, or the District staff makes a reservation on behalf of the staff or Board members, whether for travel, lodging or meals (e.g. conference meal tickets), if the reservation or ticket is unused and the associated expense is not refundable and the staff or Board members utilizes alternative arrangements, the expense associated with such alternative arrangements will be reimbursable by the District at the General Manager’s discretion.

I. Tipping

The District shall cover tipping up to 20% of costs of the meal and transportation service charges.

J. Non-reimbursable expenses

This document covers all reimbursable expenses. Any expenses not specifically mentioned will not be reimbursed without prior General Manager approval.

If no circumstances will the following be reimbursed:

- Hotel movie rentals
- Personal medical expenses not related to a workplace injury
- Personal entertainment such as sight-seeing, movies/theater, golf or other sports (except in the course of District outreach activities).

## **DISTRICT BOARD MEMBERS: COMPENSATION AND COMPENSABLE ACTIVITIES**

### **A. Compensation**

Compensation for members of the Board of Directors is established in accordance with section 74208 of the California Water Code, and increases are authorized in accordance with Water Code Section 20202. Actual and necessary expenses incurred by a Board member in the performance of his duties required or authorized by the Board are reimbursed in accordance with Water Code Section 74208 and the of this policy.

### **B. Compensable Activities**

In accordance with Government Code Section 53232.1, a Board member's attendance at the following occurrences (activities) constitutes the performance of official duties on behalf of the District which qualify a Board member to receive compensation and reimbursement of actual and necessary expenses but limited to 1 compensable activity per day and 10 compensable activities per month incurred thereto:

1. Regular, special or emergency meetings of the District Board of Directors.
2. Regular or special meetings of District Board committees, or an advisory body established by the Board of Directors, of which the Board members is a member thereof.
3. Agenda review meeting of President with General Manager, as well as other meetings of Board members with the District's General Manager or Legal Counsel, as requested by the General Manager.
4. A conference or organized educational activity conducted in compliance with Government Code Section 54952.2(c), including but not limited to ethics training required by Government Code Section 53234 et seq. This includes conferences or educational activities organized by the Association of California Water Agencies (ACWA), the Association of Water Agencies of Ventura County (AWAVC), and the California Special Districts Association (CSDA). It shall also include any other training providers approved in advance by the Board of Directors. AWAVC events included within this policy are the Water Wise breakfast series, annual Symposium, Elected Official Night and Year-End Report event; not included are the Annual BBQ or other events of a strictly social nature.
5. Meeting of the Board of Directors or Board committees of governmental or non-governmental entities to which a Board member has been designated by the President, as the District's representative, liaison or alternate. Such designation shall be published at least annually at a District Board meeting. The entities include the Fox Canyon Groundwater Management Agency (FCGMA), Ventura County Local Agency Formation Commission (LAFCO), the AWAVC Board of Directors and the AWAVC Water Issues Committee, West Ventura County Business Alliance (WVCBA), ACWA, CSDA, and GSAs. A District Board member who is a designated representative, liaison or alternate to a non-governmental entity, and who will be unable to attend a scheduled meeting, may request or ask the General Manager to designate another Board

member to attend the meeting on his behalf, and attendance at the meeting shall be considered a compensable activity for such other Board member.

Additionally, any preparatory meetings the Board member needs with the District's General Manager ahead of Board meetings or Board Committee entities in the paragraph above.

6. At the specific request of the District Board of Directors, Board President or General Manager, meetings of the Board of Directors of the Pleasant Valley County Water District (PVCWD), FCGMA, or the Oxnard City Council, or the governing body of any local government entity during which there is discussion of specific matters related to the District.
7. Meetings by designated District Board members or alternates, with Board members or executive management of the entities set forth in No. 5 during which there is substantial and substantive discussion of specific matters related to the District.
8. Attendance at public meetings hosted by the District (e.g., Section 10 HCP, Vern Freeman Fish Panel) at which there is a presentation of specific matters related to the District.
9. At the specific request of the District Board of Directors, Board President or General Manager, attendance at meetings with state or federal legislators, or officials of the state or federal administration (e.g., California Department of Water Resources, U.S. Bureau of Reclamation, etc.), or representatives from other entities during which there is discussion of specific matters related to the District.

## **ADMINISTRATION**

This policy shall be administered by the General Manager. The key to prompt reimbursement is proper documentation. This includes a clear statement of the business purpose of the trip, a copy of the meeting/conference agenda, and receipts for business expenses.

Expenses rendered for reimbursement shall be itemized and sufficiently described as to the nature and intent of the expense. Expense reports should be prepared on a monthly basis and submitted to the Finance Division on prescribed forms. To receive reimbursement for authorized travel, please submit a "Travel Expense Claim" form to the Finance Division. A separate Travel Expense Claim is to be submitted for each trip taken. Original documents such as receipts or bills for all hotel charges, the last page of the airline ticket showing the itinerary and costs, usually called the "passenger receipt," and receipts for other expense must be attached to the Travel Expense Claim for documentation. Credit card charge slips will not serve as adequate documentation for transportation, room or car rental expense. In the event a receipt is lost please provide a written explanation.

The traveler is required to sign the Travel Expense Claim certifying that the amounts included on the report are actual and reasonable.

It is the responsibility of each individual, as well as each person approving the Travel Expense Claim, to ensure that there is no appearance nor occurrence of extravagant and/or unsupported expenditures for travel. During the review of these reports, any questionable or incomplete reports may be returned to the individual in order to obtain additional approval or documentation to support expenses.

The Chief Financial Officer shall advise the General Manager of any outstanding matters relating to the administration of this policy.

Exceptions to this policy may be authorized by the General Manager for other staff and by the Board Treasurer if the exception applies to the General Manager.

The Chief Financial Officer or his/her designee shall provide overall oversight of the reimbursement of expenses, and shall provide a quarterly report to the Board Finance Committee detailing the expense of the District of at least one hundred dollars (\$100.00) for each individual charge for service or product received. Additionally in compliance with Government Code §53065.5, by September 30<sup>th</sup> of each year, the Finance Division will submit a detailed report to the Board's Finance Committee that discloses any reimbursement paid to any one employee or member of the Board by the District within the immediately preceding fiscal year of at least one hundred dollars (\$100.00) for each individual charge for service or product received. The report shall be made available for public inspection at the first meeting of the Board of Directors following the Finance Committee submittal.

For District Board Members:

1. Expense reports of Board members shall be submitted to the General Manager, together with receipts, within a reasonable time after incurring the expense, and shall document that the expenses have been incurred for the types of occurrences (activities) authorized by the Board for reimbursement of such expenses.
2. Members of the Board shall provide brief reports on meetings attended at the District's expense at the next regular meeting of the Board of Directors.
3. All documents relating to expenditures of Board members as set forth herein are public records subject to disclosure under the California Public Records Act.

## **SECTION 8 – LAUBACHER AWARD**

In honor of former Director Richard V. Laubacher, the District has each year since 1997 awarded the Richard V. Laubacher Water Conservation Award. The award annually recognizes a different individual or organization whose efforts have led to lasting, extraordinary benefit to local water resources. Though the award is established as an annual one, the Board, at its discretion, may choose to not present the award in any year.

The process for annual selection of the Laubacher Award recipient set forth below recognizes that the California Government Code prohibits a legislative body from taking action by use of a secret ballot. At the same time, it attempts to be discreet about the identity of the recipient until the award can be publicly presented.

### **Award Selection Criteria**

The Richard V. Laubacher Award shall be presented to an individual or organization that has demonstrated leadership and innovation in water conservation in agriculture, business or educational fields in Ventura County. It should be awarded in recognition of a body of work over a long period of time, taking particular note of the recipient's longevity in Ventura County water resources leadership.

Additionally, consideration shall be given to a nominee's contributions specifically to the mission of United Water Conservation District.

Finally, the award shall not be presented to a current staff member or Director of the District.

### **Award Selection Process**

#### **Nomination**

In January and/or February of each year, a copy of the Laubacher Award criteria will be presented to Directors to solicit nominees. Names of nominees, along with reasons each is deserving of the award, should be delivered to the General Manager at least two weeks before the regular March Board meeting. Nominations may be presented by either District Directors or staff.

#### **Executive Committee Recommendation**

At an open session meeting of the District's Executive Committee within two weeks' time ahead of the regular March Board meeting, staff will provide a list of at least eight nominees for the award along with reasons why each nominee should be considered for the award.

From these nominations the committee will then select three finalists, including one recommended recipient for presentation to the full Board of Directors. It maybe the recommendation of the committee that the award not be presented in that particular year.

The committee will also review the physical award that will be presented to the recipient to determine whether the award is suitable commemoration.



### Board of Directors Award Election

At the regular March Board meeting, staff will again present the criteria for the Richard V. Laubacher Award, along with a list of previous recipients.

In the Board's reading file, given to each Director on the day of the Board meeting, a list will be presented showing all Laubacher Award nominations for that year. This document will also identify the top three nominations as determined by the Executive committee, along with reasons each of the three should be considered as a good candidate, and it will identify the committee's recommended recipient. Each of the names on the document will be numbered for identification.

Though this list will not be proactively distributed to the public in attendance at the Board meeting, it will be provided upon request by anyone.

To determine the recipient of the award, a Director should move to present the award to a particular nominee by identifying that nominee by the corresponding number on the list. If the nomination is seconded, the Directors will then vote "aye" or "nay." This process will continue until a nominee receives "ayes" from the majority of the Directors present.

### Presentation of the Award

Upon selection of a recipient for the Laubacher Award, staff will ensure preparation of the physical award in time for the Water Agencies of Ventura County's Annual Water Symposium. Staff will also prepare statements to assist the Board President in presenting the award at the Symposium.

## **SECTION 9 – PUBLIC FINANCING CORPORATION**

### **United Water Conservation District Public Financing Corporation**

The Corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the California Nonprofit Public Benefit Corporation Law for public purposes. It is organized and operated exclusively for social welfare purposes within the meaning of Section 501(c)(4) of the Internal Revenue Code. The specific and primary purposes for which the Corporation is formed are:

- a) To provide assistance to the District by financing the acquisition and construction of public facilities for the use and benefit of the District.
- b) To acquire (by lease, purchase, installment purchase or otherwise) real and personal property, including any interest therein; to enter into contracts for services or for other purposes; to construct, reconstruct, modify, add to, improve or otherwise acquire, construct, modify and equip buildings, structures, equipment, facilities and improvements thereto and (by sale, installment sale, lease, sublease, leaseback, gift or otherwise) make any part or all of any such real or personal property (and any interest therein) available to or for the benefit of the District.
- c) To borrow the necessary funds to pay the cost of financing, refinancing, acquiring, constructing, replacing, establishing, improving, maintaining, equipping and operating such real and personal property for the herein described purposes, the indebtedness for which borrowed money may, but need not, be evidenced by securities of the Corporation of any kind or characters issued at any one of more times, which may be either unsecured or secured by any mortgage, trust deed, pledge, encumbrance or other lien upon any part or all of the properties and assets at any time or thereafter owned or acquired by the Corporation.

### **Public Financing Corporation Governance**

#### **Board of Directors**

The members of the Board of Directors of United Water Conservation District shall serve ex-officio as the Board of Directors of the Corporation.

#### **Officers**

The officers of the Corporation shall be a President, a Vice President, a Chief Financial Officer and a Secretary and such subordinate officers, including one or more assistant secretaries and assistant financial officers, as the Board of Directors may appoint. Only members of the Board of Directors shall be qualified to hold the office of President or Vice President and neither the Secretary nor the Chief Financial Officer may serve concurrently as President.

Each officer shall be appointed by the Board of Directors and shall hold office until his or her successor shall have been appointed and qualified, or until the death, resignation or removal of such officer.

### Director Compensation

No member of the Board of Directors shall be entitled to receive any compensation for serving as a Director or as an officer of the corporation, except that any Director or officer may be reimbursed for expenses duly incurred in the performance of duties as Director or officer of the corporation, upon approval of the Board of Directors.

### Meetings

Unless otherwise designated in the notice of the meeting, all meetings shall be held at the principal offices of the District.

The time and place of regular meetings of the Board of Directors of the Corporation may be fixed by resolution of the Board.

Special meetings may be called in accordance with Section 54956 of the state Government Code.

A meeting of the Public Facilities Financing Corporation may not be held simultaneous to or in serial with a United Water Conservation District Board of Directors meeting without first there being an announcement by the Board of the compensation to be paid to the Directors for the meeting of the Public Facilities Financing Corporation.

### Quorum

A majority of the Board of Directors shall constitute a quorum for the transaction of business by the Board of Directors, except that less than a quorum may adjourn from time to time. No action may be taken by the Board of Directors except upon the affirmative vote of a majority of the members of the Board of Directors.



### **Staff Report**

**To:** UWCD Board of Directors

**Through:** Mauricio E. Guardado, Jr., general manager

**From:** Name, Title

**Date:** Date of Staff Report (Date of Board Meeting)

**Agenda Item:** 2.9 **Resolution 2022-12, Supporting the Nomination of Scott H. Quady of Calleguas Municipal Water District to the California Water Insurance Fund Board, an ACWA JPIA Captive Insurance Company Motion**

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#### **Staff Recommendation:**

The Board will consider adopting Resolution No. 2022-12, supporting the nomination of Scott H. Quady of Calleguas Municipal Water District to the California Water Insurance Fund Board, an ACWA JPIA Captive Insurance Company.

#### **Background:**

ACWA JPIA has set up a “captive insurance company” called the California Water Insurance Fund (CWIF). It is a wholly owned private insurance company set up in Utah as a non-profit organization. It is expected to save members money with discounted excess and reinsurance costs, higher investment earnings, and a wider variety of risk financing options. CWIF is owned by ACWA JPIA, has its own Board of Directors, and is managed by ACWA JPIA staff.

There are two positions to be filled on the CWIF Board of Directors. Candidates must be nominated by resolution by their own agency and receive concurring resolutions from three other ACWA JPIA members.

Calleguas Municipal Water District has nominated Director Scott Quady to the CWIF Board of Directors and has requested that United Water Conservation District adopt a concurring resolution in support of that nomination. Director Quady has represented Calleguas on the ACWA JPIA Board of Directors for the past six years and on this CWIF Board for three years. He has extensive knowledge of both the water industry and public agency finance and would apply that knowledge to a role on the CWIF Board of Directors. Biographical information about Director Quady is enclosed for reference.

**Fiscal Impact:** none

**Attachment:** A: Resolution 2022-12  
B: Scott H. Quady biography

**RESOLUTION 2021-12**

**A RESOLUTION OF THE UNITED WATER CONSERVATION DISTRICT  
SUPPORTING THE NOMINATION OF CALLEGUAS BOARD MEMBER AND  
ACWA JPIA BOARD MEMBER SCOTT H. QUADY FOR ANOTHER TERM  
ON THE ACWA JPIA CALIFORNIA WATER INSURANCE FUND (CWIF) BOARD**

**WHEREAS**, Calleguas Municipal Water District has nominated Director Scott Quady to the California Water Insurance Fund (WCIF) Board of Directors, and

**WHEREAS**, Director Scott H. Quady has already served on the CWIF Board of Directors for the past three years, and

**WHEREAS**, Calleguas Municipal Water District has requested that United Water Conservation District adopt a concurring resolution in support of that nomination, and

**WHEREAS**, Director Quady has represented Calleguas on the ACWA JPIA Board of Directors for the past six years and has extensive knowledge of both the water industry and public agency finance and would apply that knowledge to a role on the CWIF Board of Directors, and

**WHEREAS**, United Water Conservation District is a member district of the ACWA JPIA that participates in the JPIA's Liability Program, Property, Workers' Compensation, or Employee Benefits;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the United Water Conservation District, that Director Scott H. Quady's nomination as a candidate for the **California Water Insurance Fund** Board for the election to be held on May 2, 2022.

**BE IT FURTHER RESOLVED** that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

**ADOPTED** this 9<sup>th</sup> day of March, 2022.

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Bruce E. Dandy, President

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Lynn E. Maulhardt, Secretary/Treasurer



## **Scott H. Quady**

Treasurer – Calleguas Municipal Water District Board of Directors (*Term Expires December 2024*)

Scott H. Quady was elected Calleguas Municipal Water District Board representative of Division 2 in November, 2008, served as Board President 2012-2016, and currently serves as Board Treasurer. Retired in 2017 from employment as an Environmental Resource Analyst, he has long-term experience in the non-profit, private and municipal agency sectors.

Academically, he holds a Master of Science degree in environmental science, a Bachelor of Science degree in biochemistry, and is a Thousand Oaks High School alumnus.

Career track and training include:

- Engineer-In-Training (EIT) certificate from the California Department of Consumer Affairs.
- Water Treatment Operator (Grade II) from the California Department of Health Services.
- Management level certifications (Grade 4) from the California Water Environment Association (CWEA) for two vocations: Laboratory Analyst and Environmental Compliance Inspector.

Director Quady is chair of the Calleguas Water Quality Committee and the Finance Committees. He serves on the Association of California Water Agencies (ACWA) Water Quality and Water Management Committees. He is Calleguas' representative on the Board of Directors of the ACWA/Joint Powers Insurance Authority (ACWA/JPIA) and was elected to its California Water Insurance Fund Board in May 2019. He also serves on the Board of Directors of the Ventura County Regional Energy Alliance.

Other affiliations: Mr. Quady serves on the Emmett R. Quady Foundation, where he advocates for educational categories in science/mathematics, and U.S. Naval History.



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

General Manager  
Mauricio E. Guardado, Jr.

Legal Counsel  
David D. Boyer

**MINUTES**  
**REGULAR BOARD MEETING**  
**Wednesday, February 9, 2022, 12:00 P.M.**  
**Board Room, UWCD Headquarters**  
**1701 N. Lombard Street, Oxnard CA 93030**

**DIRECTORS IN ATTENDANCE**

Bruce E. Dandy, president  
Sheldon G. Berger, vice president  
Lynn E. Maulhardt, secretary/treasurer  
Mohammed A. Hasan, director  
Edwin T. McFadden III, director  
Michael W. Mobley, director  
Daniel C. Naumann, director

**STAFF IN ATTENDANCE**

Mauricio E. Guardado, Jr., general manager  
David D. Boyer, legal counsel  
Dr. Maryam Bral, chief engineer  
John Carman, operations and maintenance program supervisor  
Brian Collins, chief operations officer  
Dan Detmer, water resources manager  
Anthony Emmert, assistant general manager  
Dr. Zachary Hanson, hydrogeologist  
Chris Hendricks, senior water treatment operator  
Josh Perez, chief human resources officer  
Tessa Lenz, associate environmental scientist  
Randall McInvale, environmental scientist regulatory affairs  
Craig Morgan, engineering manager  
Zachary Plummer, IT administrator  
Linda Purpus, environmental services manager  
Daryl Smith, controller  
Kris Sofley, executive assistant/clerk of the board  
Clayton Strahan, chief park ranger  
Brian Zahn, chief financial officer

**PUBLIC IN ATTENDANCE**

Jim Baca, AALRR  
Sam Cullie, OPV Coalition  
Burt Handy  
Abraham Maldonado, City of Oxnard  
Jennifer Tribo, Ventura Water

**1. FIRST OPEN SESSION 12:00 P.M.**

President Dandy called the first open session of the UWCD Board of Directors meeting to order at 12noon. President Dandy asked District's Legal Counsel to announce the items for discussion in Executive (Closed) Session.

Mr. Boyer announced that, pursuant to Government Code Section 54956.9(d)(2), two cases of anticipated litigation; and, pursuant to Government Code Section 54956.9(d)(1), five cases of existing litigation, including Santa Barbara County Superior Court Case No. 19CV06168, City of San Buenaventura v UWCD, et. al; U.S. District Court for the Central District of California Case No. 2:16-vc-03869 GK (PLAx), Wishtoyo Foundation et. al. v UWCD; Superior Court of the Sate of California for the County of Ventura Case No 56-2020-00547077-CU-PO-VTA, Josey Hollis Dorsey and the Estate of Naya Rivera v County of Ventura, UWCD, and Parks Management Company; Superior Court of the State of California, County of Ventura, Case No. 56-2021-0055557-CU-PT-VTA, OPV Coalition v Fox Canyon Groundwater Management Agency; and U.S. Bankruptcy Court, Central District of California, Northern Division Case No. 9:21-bk-11023-MB, Sun Cress Distributors, Inc., would be discussed by the Board in Executive (Closed) Session.

**1.1 Public Comments**

**Information Item**

President Dandy asked if there were any comments or questions from the public for the Board. None were offered.

**1.2 EXECUTIVE (CLOSED) SESSION 12:03 P.M.**

President Dandy adjourned the meeting into Executive (Closed) Session at 12:03p.m., stating that the Board would reconvene in opening session at approximately 1:30p.m.

**2. SECOND OPEN SESSION AND CALL TO ORDER 1:45 P.M.**

**2.1 Pledge of Allegiance**

President Dandy asked Director McFadden to lead everyone in reciting the Pledge of Allegiance.

**2.2 Public Comment  
Information Item**

President Dandy asked if there were any public comments for the Board. None were offered.

**2.3 Approval of Agenda  
Motion**

President Dandy asked if there were any changes to the agenda. General Manager Mauricio Guardado stated that on motion item 5.3, attachment B had been revised indicating a different checked box.



Motion to approve the agenda, Director Mobley; Second, Director McFadden. Voice vote: seven ayes (Berger, Hasan, Maulhardt, McFadden, Mobley, Naumann, Dandy); none opposed. Motion carries unanimously 7/0.

**2.4 Oral Report Regarding Executive (Closed) Session**

**Information Item**

President Dandy asked District Legal Counsel David D. Boyer to report out of the Board's Executive session. Mr. Boyer reported that the Board took no action during Executive session that is reportable under the Brown Act.

**2.5 Board Members' Activities Report**

**Information Item**

President Dandy asked if Board members or the public had any questions or comments regarding the Board Members' Activities reports. None were offered.

**2.6 General Manager's Report**

**Information Item**

General Manager Mauricio Guardado reported to the Board that he and Chief Park Ranger Clayton Strahan had traveled to the City of Tehachapi at the request of City Councilmembers and the City Manager to review the city's water issues and offer their advice and/or suggestions. He added that both UWCD and the City of Tehachapi work with legislators on various water issues and that the City Councilmembers and City Manager were friends and allies. Mr. Guardado also reported that he would be speaking with the GM of Palmdale Water District next week regarding some preliminary action items for both districts to pursue. He ended his report by stating that the District had been awarded some \$9 million in grant funding, which was a significant offset of costs to rate payers, in keeping with the District's fiduciary responsibilities.

**2.7 United Water Conservation District's Mid-Year Achievements**

**Information Item**

The Board received an informational update from Department Heads regarding the District's achievements and accomplishments for the first half of Fiscal Year 2021-22, as aligned with the District's Strategic Planning objectives (see attached presentation slides). At the end of the presentation, Mr. Guardado explained that there is a lot going on within the District and this presentation is just key highlights, demonstrating the "value added" for rate payers and provide staff with an opportunity to briefly celebrate the successes of the District. President Dandy concluded by saying "good job" to all District staff.

**2.8 Standing Committee Assignments and Appointments of Board Representation to Outside Agencies**

**Motion**

President Dandy designated the 2022 Standing Committee assignments and revised schedule of the Finance and Audit Committee (now nine days prior to the regularly scheduled Board of Directors meeting).

**2.9     Public Hearing**

**Proposed Ordinance No. 26 - Consideration to Increase the Compensation of the Board of Directors**

**Motion**

President Dandy opened a Public Hearing to receive public comments on the proposed adoption of Ordinance No. 26, approving an increase in the Board of Director's per diem from \$237 to \$248 per day. President Dandy asked if there were any comments or questions from the public. None were offered. He then asked if any of the Board members had any questions or comments. None were offered. President Dandy then closed the Public Hearing and asked the clerk to agendize adoption of Ordinance No. 26 for the March 9, 2022 Regular Board meeting, reminding Board members that, if Ordinance 26 is approved at the March 9, 2022 Regular Board meeting, the increase in the Director's per diem will take effect in 60 days (May 11, 2022).

**3.     CONSENT CALENDAR: All matters listed under the Consent Calendar are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member pulls an item from the Calendar. Pulled items will be discussed and acted on separately by the Board. Members of the public who want to comment on a Consent Calendar item should do so under Public Comments. (ROLL CALL VOTE REQUIRED)**

**A.     Approval of Minutes**

**Motion**

Approval of the Minutes for the Special Board Meeting of January 5, 2022 and the Regular Board Meeting of January 12, 2022.

**B.     Groundwater Basin Status Reports**

**Information Item**

Receive and file Monthly Hydrologic Conditions Report for the District.

**C.     Monthly Investment Report**

**Information Item**

Report on the District's investments and the availability or restriction of these funds. All investments are in compliance with the District's investment policy, which is reviewed and approved annually by the Board.

**D.     Second Quarter Fiscal Year Financial Report (July 1 – December 31, 2021)**

**Information Item**

The Board will review the FY 2021-22 Second Quarter Financial Report for the period of July 1, 2021 through December 31, 2021.

**E.     Resolution 2022-04 Subsequent Finding that the Governor of California issued a Proclamation of a State of Emergency on March 4, 2020 relating to the COVID-19 virus and local officials continue to recommend social distancing measures to**

**mitigate the spread of the COVID-19 virus and Authorizing remote teleconference meetings of the legislative bodies of United Water Conservation District for the period of February 9 through March 9, 2022, pursuant to Brown Act provisions**

**Motion**

The Board will consider adopting Resolution 2022-04 continuing subsequent findings that the requisite conditions exist for remote teleconference meetings of the District's legislative bodies without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e).

**F. Resolution 2022-07 Requesting an Amendment to the District's List of Authorized Signers on the District's Local Agency Investment Fund (LAIF) account with the California State Treasurer's Office**

**Motion**

The Board will consider approving Resolution 2022-07 requesting an amendment of the District's list of authorized signers on the District's Local Agency Investment Fund (LAIF) account with the California State Treasurer's Office.

President Dandy asked if anyone had any questions or comments regarding the Consent Calendar items. No comments or questions were offered.

Motion to approve the Consent Calendar, Director Maulhardt; Second, Director Hasan. Roll call vote: seven ayes (Berger, Hasan, Maulhardt, McFadden, Mobley, Naumann, Dandy); none opposed. Motion carries unanimously 7/0.

**4. PRESENTATIONS AND MONTHLY STAFF REPORTS (By Department)**

**Administrative Services Department – Anthony Emmert and Josh Perez**

**4.1 Monthly Administrative Services Department Report – Josh Perez and Darryl Smith**

**Information Item**

The Board received the summary report on the monthly activities of the Administration Department and a presentation from Controller Darryl Smith and Chief Human Resources Officer Josh Perez (see attached slide presentation). President Dandy asked if there were any questions or comments, none were offered.

**Engineering Department – Dr. Maryam Bral**

**4.2 Monthly Engineering Department Report**

**Information Item**

The Board received the summary report on the monthly activities of the Engineering Department and a presentation from Chief Engineer Dr. Maryam Bral (see attached slide presentation). Directors McFadden and Maulhardt both complimented Dr. Bral on the improved graphics in her slides and said that the slides now clearly convey the design. President Dandy asked about the anticipated life of the new intake and Dr. Bral said 50 years at a minimum. Director Maulhardt stated that it was important to acknowledge that the District did the leg work for these various projects and Fox Canyon GMA would be awarded and administer the

grant based on how the projects were graded with the highest scores earning the most money.” Dr. Bral replied that by June 30, 2025 the projects would be fully implemented. Director Naumann asked that she make clear this is relating to the supply side projects not studies. Director Maulhardt added that the Water Sustainability Summit II clearly mapped out the process of these projects and he would like to offer his compliments to staff not only for the vision of the Summit, but also for these projects which he believes will be instrumental over the next 10 to 15 years. President Dandy asked if there were any additional comments or questions. None were offered.

**Environmental Services Department – Linda Purpus**

**4.3 Monthly Environmental Services Department Report**

**Information Item**

The Board received the summary report on the monthly activities of the Environmental Services Department and a presentation from Environmental Services Department Manager Linda Purpus and Environmental Scientist Regulatory Affairs Randall McInvale (see attached slide presentation). Director Naumann commented at the end of Mr. McInvale’s presentation that the CalTrout CESA petition listing is a much bigger issue than just water as it impacts building, development, contractors, unions, businesses and more. President Dandy asked if there were any prohibitions regarding fishing since steelhead can begin as rainbow trout. Mr. McInvale said its highly variable and if the potential listing is considered, it may cause a reevaluation of fishing permits. Director McFadden added that 100 years or more ago, rainbow trout were trucked into every lake in southern California and now they have established themselves. Mr. McInvale said that the level of detail required was not provided in the petition. Director Maulhardt said he believed this was an overreach and that no one is thinking about the unintended consequences of this action. Mr. Guardado said that the issue doesn’t stop on February 17 either and that the actions taken by the Fish and Game Commission are not lawful based on its own code and that going forward other species could be handled in the same manner. President Dandy asked if there were any additional comments or questions. None were offered.

**Operations and Maintenance Department – Brian Collins**

**4.4 Monthly Operation and Maintenance Department Report**

**Information Item**

The Board received the summary report on monthly activities of the Operations and Maintenance Department from Chief Operations Officer Brian Collins as well as a presentation (see attached slide presentation). Director Maulhardt asked questions about the impact of the trash rack and if it was included in the modeling work being done. Mr. Collins said that it was included in the 1:12 model, but couldn’t be done in the 1:24 model. President Dandy asked if there were any additional comments or questions. None were offered.

**Park and Recreation Department – Clayton Strahan**

**4.5 Monthly Park and Recreation Department Report**

**Information Item**

The Board received the summary report on monthly activities of the Park and Recreation Department from Chief Park Ranger Clayton Strahan as well as a presentation (see attached slide presentation.) Director Maulhardt praised Chief Strahan saying he was totally pleased with the way the District is running the lake and that the Recreation department has matured as an agency. Director Maulhardt also said that by earning more revenue to offset operating expenses, the Recreation department is saving rate payers from having to subsidize the entire recreational operation. Director Berger added that as Tommy's Boat Rentals, food concessionaires, and the store come online revenues will continue to increase adding that staff is doing an outstanding job. Director McFadden said that in 2019 there was a lot of water in the lake which makes the 2021 numbers even more impressive. Chief Strahan added that 2019 also posted \$100,000 in filming revenue. President Dandy asked if there were any additional comments or questions. None were offered.

**Water Resources Department – Dan Detmer**

**4.6 Monthly Water Resources Department Report  
Information Item**

The Board received the summary report on the monthly activities of the Water Resources Department from Water Resources Manager Dan Detmer. Mr. Detmer reminded the Board that there had been no Water Resources Committee meeting in February. He also reported that the District was diverting at the Freeman at the end of December and there has been no rain since and much of the basin is below sea level. Water Resources department has been busy working on the SGM grants and that District projects did well in the selection process. Director Naumann asked Mr. Detmer about State Water purchases. Mr. Detmer replied that there is 20,000 AF of storage at Lake Pyramid and is something staff is talking to Santa Clarita Valley Water Agency about. There was more discussion about available storage and assignment of agreements as well as conditions at Castaic and Bouquet Canyon, flood flows and Los Angeles County Public Works. President Dandy asked if there were any additional comments or questions. None were offered.

**4.7 Update on Groundwater Sustainability Agencies (GSAs) and Sustainable  
Groundwater Management Act (SGMA)  
Information Item**

The Board received the summary report on the monthly activities of the three local Groundwater Sustainability Agencies (Mound Basin GSA, Fillmore and Piru Basins GSA, and the Fox Canyon Groundwater Management Agency). Mr. Detmer reported that the Fillmore and Piru Basins GSA had submitted its GSPs to DWR and now begins the two year review period DWR will be taking public comments on the GSP for the next 60 days and the agency may need some help regarding addressing environmental issues. The GSPs for Oxnard, Pleasant Valley, Las Posas and the Oxnard Plain have demonstrated a clear understanding of the objectives. DWR had commented that by including projects in the annual reports and five year updates the GSPs can demonstrate how to get to the goal. Incomplete plans are given a 180 day probation, such was the case for San Joaquin Valley, and Las

Posas' GSP had been submitted early and was accepted by DWR. President Dandy asked if there were any additional comments or questions. None were offered.

## **5. MOTION ITEMS (By Department)**

### **Administrative Services Department – Anthony Emmert**

#### **5.1 Resolution 2022-05 A Resolution of the Board of Directors of United Water Conservation District Placing in Nomination Director Daniel C. Naumann as a Member of the Association of California Water Agencies (ACWA) Region 5 Board**

##### **Motion**

President Dandy stated that Jack Burgett, the current chair of Region 5, personally requested UWCD nominate one of its Directors for the vacant Region 5 Board seat. . President Dandy asked if there were any additional comments or questions. None were offered

Motion to adopt Resolution 2022-05, approving the nomination of Director Daniel C. Naumann to fill the vacancy for the Association of California Water Agencies (ACWA) Region 5 Board seat, Director Berger; Second, Director McFadden. Roll call vote: seven ayes (Berger, Hasan, Maulhardt, McFadden, Mobley, Naumann, Dandy); none opposed. Motion carries unanimously 7.0.

### **Engineering Department – Dr. Maryam Bral**

#### **5.2 Approve Submission of an Application to the United States Environmental Protection Agency (EPA) Water Infrastructure Finance and Innovation Act (WIFIA) Loan Program and Authorize the General Manager to approve the estimated application fee of \$125,000 in Support of the Santa Felicia Dam Safety Improvement Project**

##### **Motion**

Dr. Bral presented the motion to the Board. Director Maulhardt said the Finance Committee and the Engineering and Operations Committee had both reviewed the motion and that Director Berger had raised a question about the loan application cost and whether it was outside the loan amount. Director Berger stated that the \$125,000 fee was to pay for the experts who review the application. Dr. Bral explained further that it was legal fees for underwriters to review the applications. President Dandy asked if there were any additional comments or questions. None were offered

Motion to approve submitting an application to the United States Environmental Protection Agency (EPA) for the Water Infrastructure Finance and Innovation Act (WIFIA) low interest loan for \$62 million, including a 20 percent contingency, or not to exceed 49 percent of the total eligible cost of the Santa Felicia Dam Safety Improvement Project, and authorize the General Manager to approve the loan application fee of approximately \$125,000, Director Maulhardt; Second, Director Naumann. Roll call vote: seven ayes (Berger, Hasan, Maulhardt, McFadden, Mobley, Naumann, Dandy); none opposed. Motion carries unanimously 7/0.

**5.3      Resolution 2022-06 A Resolution of the United Water Conservation District Board of Directors supporting the submission of the 2021 Sustainable Groundwater Management (SGM) Grant Program SGMA Implementation Round 1 application to the California Department of Water Resources**

**Motion**

Dr. Bral explained that UWCD was the sub-grantee on the SGMA grant and that the DWR required the Resolution to consider the grant award, which will be managed by Fox Canyon GMA. President Dandy asked if there were any additional comments or questions. None were offered

Motion to adopt Resolution 2022-06, supporting the submission of a 2021 Sustainable Groundwater Management Act (SGMA) grant program's SGMA Implementation Round 1 grant application to the California Department of Water Resources, Director Maulhardt; Second, Director McFadden. Roll call vote: seven ayes (Berger, Hasan, Maulhardt, McFadden, Mobley, Naumann, Dandy); none opposed. Motion carries unanimously 7/0.

**Operations and Maintenance Department – Brian Collins**

**5.4      Authorize an Amendment to the Bureau of Reclamation's Agreement for the Physical Modeling of the Hardened Ramp for the Freeman Expansion Project**

**Motion**

Mr. Collins introduced the motion to the Board. Director Maulhardt said that the Engineering and Operations committee had reviewed the motion and that it is work that is required of the District and needs to be done, so the committee was recommending full board approval. President Dandy asked if there were any additional comments or questions. None were offered

Motion to authorize an amendment to the Bureau of Reclamation's (BoR) agreement for the physical modeling of the Hardened Ramp for the Freeman Expansion Project in the amount of \$683,633, Director Maulhardt; Second, Director Hasan. Roll call vote: seven ayes (Berger, Hasan, Maulhardt, McFadden, Mobley, Naumann, Dandy); none opposed. Motion carries unanimously 7/0.

**5.5      Authorize an Amendment to the Iowa Institute of Hydraulic Research Contract for the Physical Modeling of the Vertical Slot for the Freeman Expansion Project**

**Motion**

Mr. Collins introduced the motion to the Board. Director Maulhardt said that the Engineering and Operations committee had reviewed the motion and was recommending full board approval. President Dandy asked if there were any comments or questions. None were offered.

Motion to authorize an amendment to the Iowa Institute of Hydraulic Research (IIHR) contract for the physical modeling of the Vertical Slot for the Freeman Expansion Project in the amount of \$1,004,495, Director Maulhardt; Second, Director McFadden. Roll call vote: seven ayes (Berger, Hasan, Maulhardt,

McFadden, Mobley, Naumann, Dandy); none opposed. Motion carries unanimously 7/0.

**6. BOARD OF DIRECTORS READING FILE**

**7. FUTURE AGENDA ITEMS**

Director Maulhardt wanted a reminder about the Board visits to locations and facilities within the District at future meetings.

Before adjourning the meeting, President Dandy said he would like to dedicate the meeting to the memory of Mr. James Lloyd-Butler, who was in a class by himself and that his passing is a tremendous loss to the water, agricultural and entire Ventura County community. Director Maulhardt echoed that sentiment stating that when he was chair of the Fox Canyon GMA, Mr. Lloyd-Butler would make his way to the podium to address the Directors and that his comments were always thoughtful and insightful and that he was honored that Mr. Lloyd-Butler made the effort and took the time to speak to the Board of Directors, whom he all knew well. Director Maulhardt called it an impressive action. Director Hasan added that Mr. Lloyd-Butler had given him a tour of his avocado ranch and was a very innovative farmer and always opened his operation to growers in other counties and countries and that his passing was a big loss for Ventura County. Director McFadden stated that James Lloyd-Butler was a true gentleman that treated everyone nicely, and participated with dignity in so many of the important agricultural discussions that shaped the region.

**8. ADJOURNMENT 3:54p.m.**

President Dandy adjourned the meeting at 3:54p.m. to the **Regular Board Meeting scheduled for Wednesday, March 9, 2022** or call of the President.

I certify that the above is a true and correct copy of the minutes of the UWCD Board of Directors meeting of February 9, 2022.

ATTEST: \_\_\_\_\_  
Lynn E. Maulhardt, Board Secretary

ATTEST: \_\_\_\_\_  
Kris Sofley, clerk of the Board





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

General Manager  
Mauricio E. Guardado, Jr.

Legal Counsel  
David D. Boyer

## ATTENDANCE LIST

**MEETING DATE: Wednesday, February 9, 2022 12 noon**

**MEETING: UWCD Board of Directors Meeting**

The signing or registering of your name on this sign-up form is not required but is voluntary. All persons may attend the meetings of the Board of Directors of United Water Conservation District without signing or registering their names on this form.

Name (Please Print)


Sam Collie


Representing

OPY Coalition

July – December 2021

# Key Accomplishments





1



2



## A. Water Supply

3

### GOAL STATEMENT

Ensure long term water supply for all users

### STRATEGIC OBJECTIVES

A1

Identify and optimize use of all potential water supplies in District's "tool box" including recycled water, high sediment river water, supplemental State Water Project water, urban storm water runoff, treated brackish groundwater, etc.

A2

Maximize and expand State Water Project water delivery

A3

Prepare an Integrated Water Resources Management Plan that prioritizes all water supply alternatives.


A4

Work collaboratively with groundwater sustainability agencies and support implementation of their water plans.

3

## A. Water Supply

### Accomplishments

4

- Developed an operational strategy to facilitate State Water purchase deliveries (Table A and Carry Over acquired from Ventura and Casitas) which led to the facilitation and implementation of a collaborative "pulse-flow" study in middle Piru Creek to increase importation of SWP water. Also utilized the Lake Piru Reservoir Model to assess long term sedimentation in Lake Piru. B C E
- Published documentation of improvements and expansion of the District's Regional (groundwater flow) Model for the years 2016-2019. Completed 50-year model runs in support of Groundwater Sustainability Plans for the Piru, Fillmore and Mound basins. C E F
- Converted the Oxnard Plain Surface Water Distribution Model to a daily time step and ran numerous basin optimization scenarios with the water supply projects identified in the FCGMA OPV Stakeholder Projects Committee, including various injection well simulations to address seawater intrusion in specific areas. C E
- Contributed to the adoption of Groundwater Sustainability Plans for the Fillmore Basin, Piru Basin and Mound Basin by the respective Groundwater Sustainability Agencies; and contributed several water sustainability projects for consideration by the Fox Canyon Groundwater Management Agency for inclusion in its Groundwater Sustainability Plans' projects for the Oxnard Plain basin and Pleasant Valley basin. C F G
- Completed Extraction Barrier and Brackish Water Treatment Project initial Desktop Treatment Alternatives Analysis; performed extended coastal groundwater baseline sampling; developed a comprehensive baseline groundwater sampling plan in response to LARWQCB and DDW; received conditional project approval from regulatory agencies; completed high-level Distribution System Alternatives Analysis and began Initial Study and CEQA permitting. C D E

4





## B. System Reliability

5

### GOAL STATEMENT

Ensure District's existing and planned water supply, conveyance and recharge systems meet regional needs, including emergency response.

### STRATEGIC OBJECTIVES

B1

Maintain effectiveness of existing infrastructure.

B2

Develop and implement new infrastructure projects that maintain and improve water supply.

B3


Implement an asset management policy and develop an asset management plan.

B4

Develop strategies that leverage existing and new infrastructure to improve flexibility and reliability.

5


## B. System Reliability

6


### Accomplishments

- Completed Santa Felicia Dam Safety Improvement supplemental 10% design of Spillway PMF Containment, and 30% design of new Outlet Works. A C D
- Completed 35% design for Condor Pointe picnic/day use area and swim beach. C F
- Completed Lake Piru Water Treatment Plant slope repair and drainage improvement project. A C D
- Completed Desilting Basin Cleanout. G
- Completed construction of Grand Canal Headworks upgrade.
- Completed design of El Rio Iron and Manganese Treatment project and initiated construction A C D E
- Installed new El Rio Well No. 19 to replace El Rio Well No. 6. A
- Rehabilitated El Rio Booster. E
- Replaced the PTP Valve, PV Valve, and the PV Reservoir Fill Valve. G
- Developed and implemented an internal energy efficiency reporting program

6



C. Regulatory and Environmental Compliance

7

GOAL STATEMENT

Ensure long-term sustainability of all water sources within the District while complying with all regulations.

STRATEGIC OBJECTIVES

C1

Resolve outstanding legal disputes and prevent future legal disputes in an operationally and financially sustainable fashion.

C2

Work collaboratively with environmental resource agencies to obtain agreement on outstanding permitting requirements.

C3

Work collaboratively with local, state and federal elected officials to streamline and modernize the application process for permits.

C4

Promote and provide leadership in securing reasonable and science-based decisions on environmental regulations.

C5

Comply with state and federal drinking water quality standards.

C6

Evaluate all projects from an economic, social and environmental perspective.

C7

Incorporate environmental best practices in all District projects where feasible.

7

C. Regulatory and Environmental Compliance Accomplishments

8

- Completed a time-sensitive effort to 1) complete federal environmental compliance and 2) amend the Domestic Water System Permit to achieve grant eligibility for the Iron and Manganese facility. 
- Conducted an extensive research campaign that identified a robust regulatory consultation history for the Freeman Diversion facility providing documented evidence that supports the District's position regarding past consultations with regulatory agencies. 
- Negotiated multiple regulatory permits and authorizations including those required for the Freeman Diversion Sediment Management Project; bolstered by a hydrologic analysis that successfully contesting disproportional agency-proposed mitigation measures. 
- Pursued and received approval from CalOES on the SFD Emergency Action Plan expanding our eligibility for state administered grants. 
- Facilitated extensive "Technical Assistance" consultation under Section 7 of the ESA for the SFD Safety Improvement Project culminating in a 30% design of the new Release Reach Channel. 
- Physical modeling for both Hardened Ramp and Vertical Slot at 1:24 baseline has been completed for both proposals.
- Pothole Trailhead secured FERC permitting requirements and attracted visitors to Lake Piru Recreation area.

8





E. Regional Partnerships and Leadership

11

GOAL STATEMENT

Work collaboratively with local jurisdictions, agencies and stakeholders to provide cost-effective water-supply solutions.

STRATEGIC OBJECTIVES

Build and strengthen partnerships and coalitions with all stakeholders (e.g., GMAs, GSAs, cities, water agencies, Ventura County, neighbor groups, Non-Government Organizations, Department of Water Resources, State Water Resources Quality Control Board, United States Navy, United States Department of Fish and Wildlife, agriculture and business communities).

E1 Maintain advocacy efforts at federal, state and local levels.

E2 Strengthen partnerships with other water agencies and municipalities to fund future Article 21 water and capital projects of regional significance.

E3

E4 Develop cooperative agreements with local and regional agencies for projects that provide regional benefits.

11

E. Regional Partnerships and Leadership



12

Accomplishments


- Provided technical, financial and administrative support to the Fillmore and Piru Basins GSA and Mound Basin GSA in support of SGMA compliance. (A)(C)(F)(G)
- Developed and led a coalition of agencies to advocate before the CA Fish and Game Commission for science-based decision making in consideration of CalTrout's petition to list southern California steelhead under CESA. (A)(B)(C)(G)
- Partnered with the Santa Paula Chamber of Commerce, Santa Clarita Tourism Bureau, Heritage Valley Tourism Bureau, and Central Coast Tourism Bureau on a region-wide public outreach campaign. (F)(G)
- Built a partnership with Palmdale Water District to share resources and cooperatively develop large-scale projects of mutual benefit, resulting in adoption of a Memorandum of Understanding. (A)(F)(G)
- Produced Water Sustainability Summit II, demonstrating progress on regional water supply projects, with participation from over 150 people representing federal and state legislatures, regulatory agencies and regional water agencies. (A)(B)(F)(G)
- Provided administrative and technical support to the Ventura County Special Districts Association for its bimonthly meetings.
- Provided facilities and technical support to Association of Water Agencies of Ventura County for its meetings and Symposium event.
- Provided speakers and presentations to the Santa Clara Watershed Committee.

12





### F. Communications and Community Outreach



13

#### GOAL STATEMENT

Promote awareness and understanding of the District's mission, programs and priority projects to raise the District's profile and credibility with customers and constituencies.

#### STRATEGIC OBJECTIVES

F1

Continue efforts to educate stakeholders, taxpayers, and elected officials on the true cost of water and our role as UWCD to ensure water reliability.

F2

Promote technical expertise of UWCD staff as value to stakeholders.

F3

Maintain and distribute cohesive messaging on District issues at all levels of representation (i.e., staff, Board, consultants) and across all mediums.

F4

Build support for infrastructure replacement and a future bond measure.

F5

Create new drought awareness to support a more robust water supply.


F6

Promote recreational use of the reservoir.

F7

Seek and work collaboratively with groups of shared interest to enhance collaboration.

### F. Communications and Community Outreach



14

#### Accomplishments

- Staff invited to present the District's Iron and Manganese Treatment project to the 2021 Department of Defense's Infrastructure Innovation Forum and the Extraction Barrier and Brackish Water Treatment project to the Society of American Military Engineers 

A

B

C

D

E
- Staff selected to deliver technical presentations to the Groundwater Resources Association of California (GRAC) Western Groundwater Congress 

A

E
- Presented Water Sustainability Projects to Fox Canyon GMA, AWA WaterWise meetings and Water Sustainability Summit II 

A

B

E
- District staff resented project updates and technical presentations to University Club, Santa Clara Watershed Committee, AWA WaterWise Monthly Meetings, CoLAB WHEEL monthly meetings, Santa Paula Rotary Club, Notre Dame Undergraduate program on Groundwater Modeling Careers, Oxnard Union High School's STEAM Day and SeeAG-STEM Careers in Agriculture Program, among others. 

C

E
- Facilitated community cleanup days along the Santa Clara River in partnership with the local chapter of The Sierra Club and developed and initiated a homeless liaison program for riverbed properties. 

C

E
- Launched and expanded ExploreLakePiru.com website. 

C

D

E
- Ranger staff participated in Piru Christmas Parade event
- Secured interviews with numerous media outlets re: drought conditions throughout CA, activities at Lake Piru Recreation Area, Community Outreach programs, and collaboration with other water agencies. 

E





### G. Organizational Effectiveness

**GOAL STATEMENT**  
*Increase UWCD's organizational capacity to meet current and future challenges.*

**STRATEGIC OBJECTIVES**

- G1 Improve administrative efficiencies.
- G2 Build staff capacity.
- G3 Hire and retain the best, most technically competent staff.
- G4 Develop recruitment plans for key and strategic positions.
- G5 Continue efforts to make Board meetings more efficient.
- G6 Advance workforce excellence and capability: Leverage technology, management and innovation to implement a culture of continuous improvement.
- G7 Establish and implement an energy efficiency program targeting continual improvement.


15

15

## G. Organizational Effectiveness

**Accomplishments**

- New staffing structure for the District that includes succession planning and hired Chief Financial Officer, Controller, Water Resources Manager, Recharge Operator, Tech Systems and Engineering Manager.
- Professional development program for management staff including coaching, leadership training, communication skills. E F
- Initiated and implemented Cybersecurity efforts, including End User Policy development and Cybersecurity and Infrastructure Security Agency (CISA) Validated Architecture Design Review and modernization of server solutions increasing system cyber security and reliability. B D F
- Maintained operational functionality during COVID-19 pandemic, including refinements to District's COVID19 Prevention plan. B D F
- Utilized BidNet, online project bid platform, for outreach to widest extent possible for District's project bids. D E F
- Updated District's Health and Safety Programs, including training and certifying 61 District staff in Adult and Pediatric CPR/AED/First Aid and modernizing respiratory protection and confined space entry. D E
- Installed Wi-Fi capabilities and security systems at Lake Piru Recreation Area. B D

16

16



## Environmental Services Highlight

Actions to oppose listing of southern California steelhead under CESA

February 9, 2022



1

## District-led Effort to Address and Oppose Listing of Southern California Steelhead Under CESA



Science-based evaluation and development of comments on:

- CalTrout petition to list
- CDFW evaluation of petition



Building Coalitions and Leading the Charge

- ✓ Diversity of stakeholder groups
- ✓ Providing leadership on technical and regulatory review
- ✓ Highlighting the future challenges

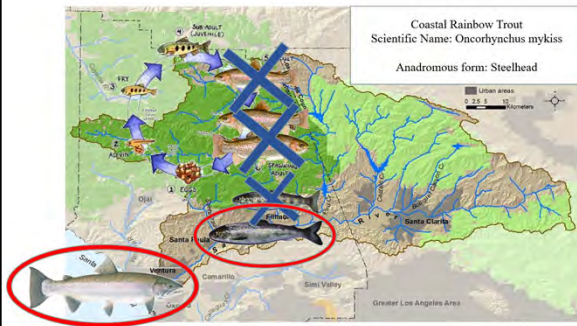


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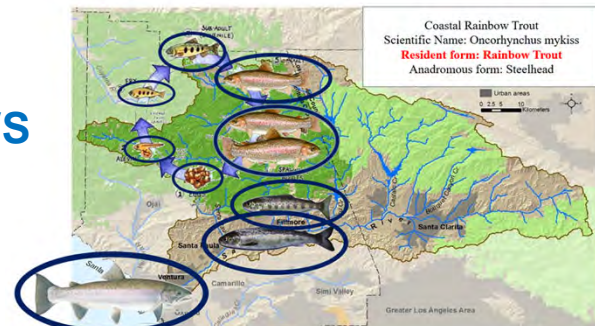
# CESA Listing Petition Proposal

## Current Federal Listing



VS

## Proposed State Listing



3

3




## Looking Ahead

- Comments were provided to stakeholders and submitted to the Commission in preparation for the February 16-17, 2022 meeting
- Strategy for additional engagement



4

4



# QUESTIONS








# OPERATIONS AND MAINTENANCE HIGHLIGHTS

February 9, 2022





## MODELING

### 1:24 Model at 226 kcfs




### Dam and Diversion





IIHR – HYDROSCIENCE & ENGINEERING



2



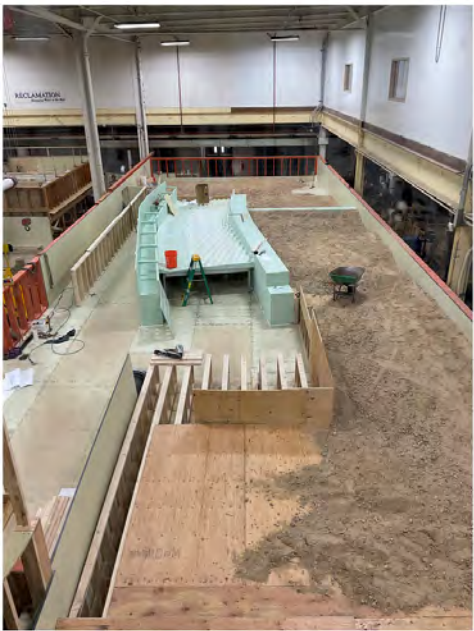
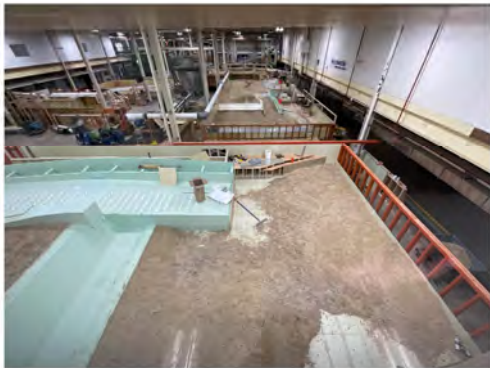
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4



1:12 Construction Update



5

5

1:24 MOD-6 Upstream Photos – 3,000 cfs

Flushing Channel Closed

Flushing Channel Open

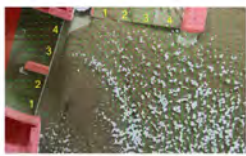
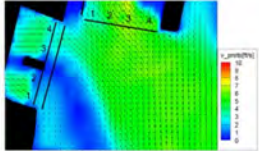
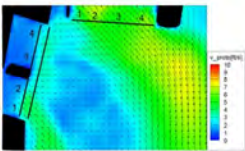
Flushing Channel Removed



1:24 PIV Flushing Closed – 3,000 cfs

MOD-6

MOD-9



6

6

# QUESTIONS?







1

## Economic Update

### 2021 vs. 2019 Revenue Comparison

Year	Day Use Revenue	Camping Revenue	All Other Revenue	Revenue Collected	Revenue Received
2021	\$265,665.09	\$499,954.40	\$108,504.40	\$874,127.89	\$874,127.89
2019	\$232,742.00	\$487,164.00	\$404,245	\$1,124,151.00	\$24,564.30

2021 revenue and figures are current through December 31, 2021.

2019 figures are for entire month and were provided by PMC. PMC revenue collected includes boat rental and store operations for January through December.

**14.1% increase** in **Day Use Revenue** between January 1 and December 31 (2021 vs. 2019).

**22% decrease** in total **revenue** between January 1 and December 31 (2021 vs. 2019) – affected by availability of boat rentals, no store operations, loss of 2 months camping and filming.

15-year Camping Revenue Avg. = **\$339,909**  
15-year Day Use Revenue Avg. = **\$231,934**

United Water Conservation District

2

## Economic Update

### Fund 020 Cost/Expense Detail

Year	Lake Specific Expenses	PMC Expense	Overhead Expense	One Time Expenses - Vehicles	Total Expense	TOTAL RATE PAYER SAVINGS
2021	\$1,240,871.05	\$158,141.88	\$137,668.13	\$114,278.88	\$1,650,959.37	\$427,000.00
2019	\$733,274.91	\$273,665.76	\$218,782.01	\$1,214.49	\$1,226,937.17	-

\$272,420.76 of the \$1,650,959.37 were on time expenses associated with startup and or outstanding contractual obligations to PMC. Total cost without these expenses was \$1,378,538.61

Actions taken by the Board and General manager resulted in net savings to rate payers in the amount **\$427,000.00**. (Without PMC and one-time costs, this dollar figure would have been closer to \$650,000.00).

United Water Conservation District

3

## Economic Update

### CAMPING REVENUE DETAIL


2021 OCCUPANCY AND REVENUE BY SITE TYPE				
Type	Nights Available	Nights Booked	Occupancy Rate	TOTAL REVNUe (NO ADD ONS)
Basic - No Hookups	45,625	4,081	8.94%	\$177,421.34
Electric - Electric Hookups	35,040	5,418	15.46%	\$246,962.19
Group II	5475	403	7.36	\$12,399.00
Group1	365	41	11.23%	\$11,725.75
Full Hookups	3,285	1,314	40%	\$67,321.15
TOTAL	83,950	10,813	12.88%	\$314,283.34

United Water Conservation District

4

# QUESTIONS?

United Water Conservation District 5



**United Water**  
CONSERVATION DISTRICT

**Approve Submission of an application to the United States Environmental Protection Agency (EPA) Water Infrastructure Finance and Innovation Act (WIFIA) Loan Program and Authorize the General Manager to approve the estimated application fee of \$125,000 in support of the Santa Felicia Dam Safety Improvement Project**


**MOTION ITEM 5.2**  
ENGINEERING AND OPERATIONS DEPARTMENT

FEBRUARY 9, 2022

1

**WIFIA Key Terms and Conditions**

- ✓ \$125,000 Loan Application
- ✓ \$62M maximum loan amount (equivalent to 49% of total project cost)
- ✓ Includes 20% contingency
- ✓ Loan amount subject to increase, if needed
- ✓ Spending full loan amount is not required
- ✓ Begin repayment five years after project completion date
- ✓ Interest does not accrue on unused funding
- ✓ Payment over 35 years



2

2

# Motion Item 5.3

**A Resolution of the United Water Conservation District Board of Directors supporting the submission of the 2021 Sustainable Groundwater Management (SGM) Grant Program SGMA Implementation Round 1 application to the California Department of Water Resources**



# Motion Item 5.4

## **Amendment to the Bureau of Reclamation CFA for the Physical Modeling of the Hardened Ramp for the Freeman Expansion Project.**

- ☐ CFA/Change order with Bureau of Reclamation for \$683,633
  - ☐ Physical Modeling Scope Changes include:
    - ☐ Extended schedule for design development work to conclude by September 30, 2022. Draft report due by October 31, 2022.
    - ☐ Evaluate Mod 6 and Mod 9 designs baseline.
    - ☐ Covid related material cost increases.
    - ☐ Support BoR response to Agency comments on draft report for finalization.



# Motion Item 5.5

## **Amendment to the University of Iowa Contract for the Physical Modeling of the Vertical Slot for the Freeman Expansion Project.**

- ☐ Contract with University of Iowa for \$1,004,495
  - ☐ Physical Modeling Scope Changes include:
    - ☐ 72 tons of Sediment sourced from Texas (match BoR).
    - ☐ Sediment volume increase in 1:12 model.
    - ☐ Increase the AWS flow from 600 to 750 cfs.
    - ☐ Modeling 1,200 cfs AWS flow condition via 1:24 fish entrance gates.
    - ☐ Simulating fish pipe discharge from fish counting stations.
    - ☐ Project schedule extension to October 31, 2022.
    - ☐ 1:8 scale screen model (decision by May 1, 2022).





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

General Manager  
Mauricio E. Guardado, Jr.

Legal Counsel  
David D. Boyer

**MINUTES**  
**SPECIAL BOARD MEETING**  
**Monday, February 28, 2022, 12:00 P.M.**  
**UWCD's El Rio Facility**  
**3561 N. Rose Avenue, Oxnard CA 93036**

**DIRECTORS IN ATTENDANCE**

Bruce E. Dandy, president  
Sheldon G. Berger, vice president  
Lynn E. Maulhardt, secretary/treasurer  
Mohammed A. Hasan, director  
Edwin T. McFadden III, director  
Michael W. Mobley, director  
Daniel C. Naumann, director

**STAFF IN ATTENDANCE**

Mauricio E. Guardado, Jr., general manager  
Dr. Maryam Bral, chief engineer  
John Carman, operations and maintenance program supervisor  
Brian Collins, chief operations officer  
Anthony Emmert, assistant general manager  
Chris Hendricks, senior water treatment operator  
Josh Perez, chief human resources officer  
Craig Morgan, engineering manager  
Linda Purpus, environmental services manager  
Daryl Smith, controller  
Kris Sofley, executive assistant/clerk of the board  
Clayton Strahan, chief park ranger  
Brian Zahn, chief financial officer

**PUBLIC IN ATTENDANCE**

Arthur Lopez

**1. FIRST OPEN SESSION 12:00 P.M.**

**1.A Pledge of Allegiance**

**1.B Public Comment**  
**Information Item**  
None were offered.

**1.C Photo Opportunity – UWCD Board of Directors and District's Executive Management Staff**  
**Ceremonial Item**  
The Board and staff posed for ceremonial photographs of the “groundbreaking” for the District’s Iron and Manganese Treatment plant project at its El Rio facility.



UWCD Special Board of Directors Meeting MINUTES

February 28, 2022

Page 2

**2. ADJOURNMENT**

The Special Board was adjourned at 12:13p.m. to the **Regular Board Meeting scheduled for Wednesday, March 9, 2022** or call of the President.

I certify that the above is a true and correct copy of the minutes of the UWCD Board of Directors meeting of February 28, 2022.

ATTEST: \_\_\_\_\_  
Lynn E. Maulhardt, Board Secretary

ATTEST: \_\_\_\_\_  
Kris Sofley, clerk of the Board



### **Staff Report**

**To:** UWCD Board of Directors

**Through:** Mauricio E. Guardado, Jr., General Manager  
Dan Detmer, Water Resources Manager

**From:** Kathleen Kuepper, Hydrogeologist  
Bram Sercu, Senior Hydrologist

**Date:** March 2, 2022 (March 9, 2022 Meeting)

**Agenda Item:** **3.B Groundwater Basin Status Report**  
**Informational Item**

---

#### **Staff Recommendation:**

The Board will receive and file the Monthly Hydrologic Conditions Report for the District for the month of February 2022.

#### **Summary:**

##### Spreading and Pipeline Deliveries for Month of February 2022

<b>Location</b>	<b>Amount (acre-feet)</b>
Saticoy	241
Noble and Rose Pits	
El Rio	807
Piru	
Diverted at Freeman for Pipeline Deliveries	724
Saticoy/O-H Deep Wells Pumped for Ag Pipeline Deliveries	
Lloyd-Butler Diversion	not available

##### Groundwater Basin Available Storage at End of Month of February 2022

<b>Basin</b>	<b>Available Storage (acre-feet)</b>
Oxnard Forebay	102,400

##### Precipitation for Month of February 2022

<b>Location</b>	<b>Precipitation (inches)</b>
Lake Piru	0.10
Santa Paula	0.01
El Rio	0.00

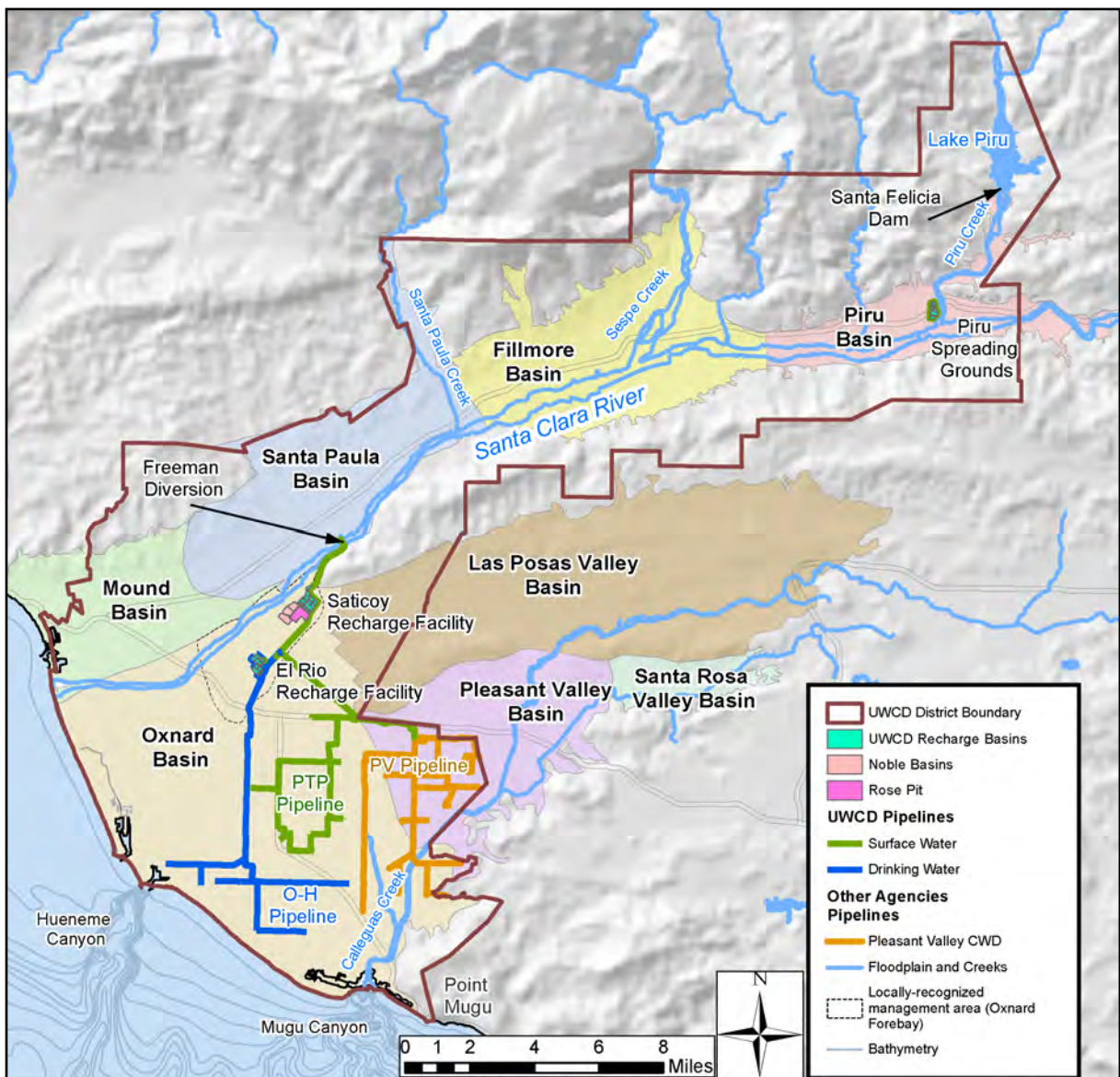


# United Water

## CONSERVATION DISTRICT

### February 2022 Hydrologic Conditions Report 2021/22 Water Year

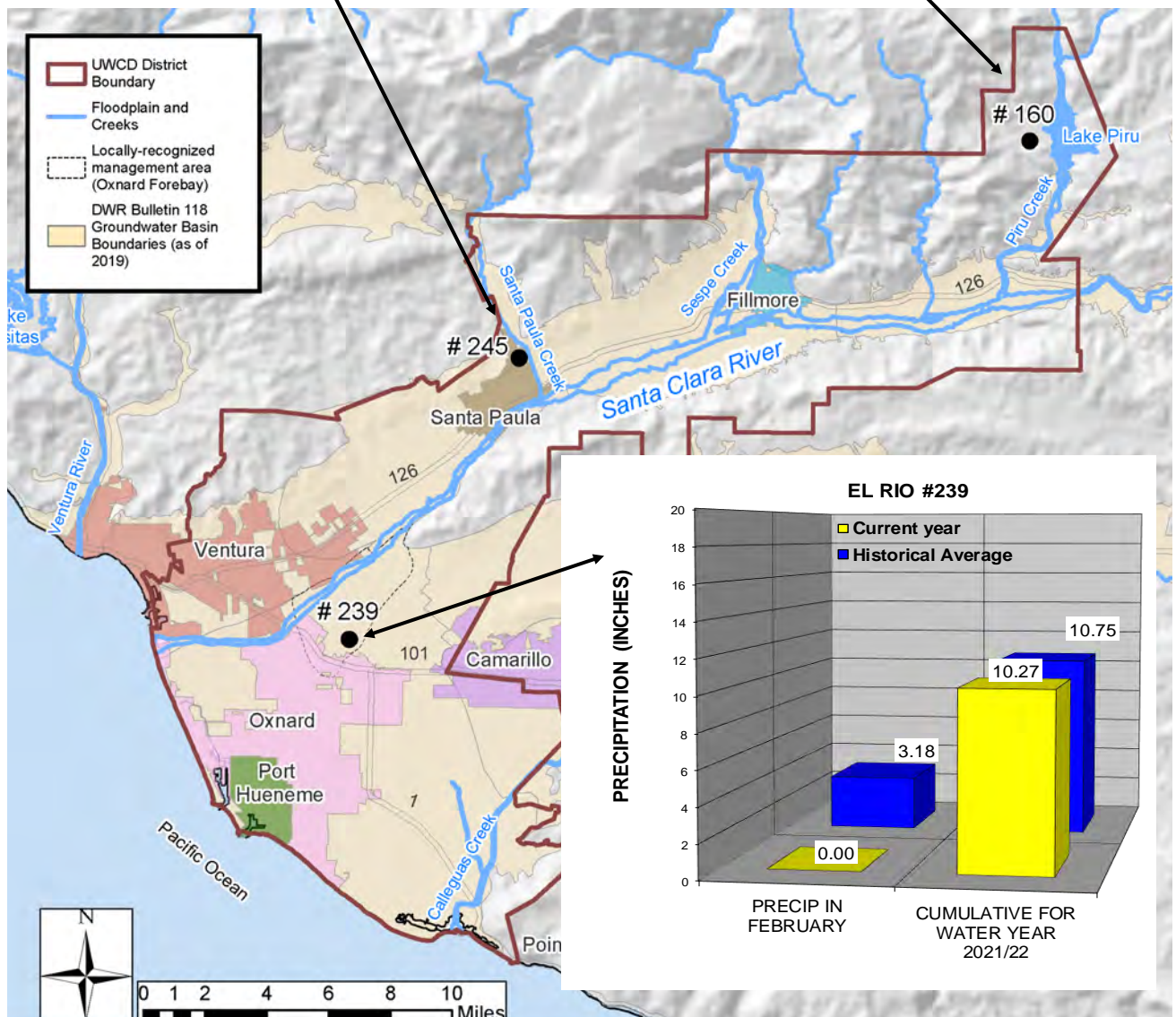
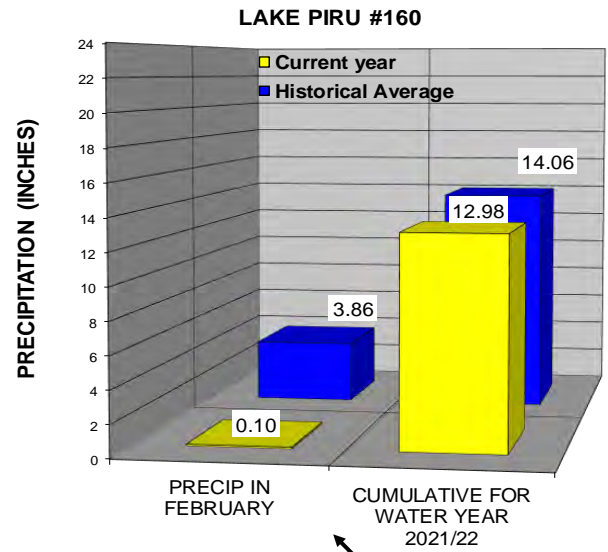
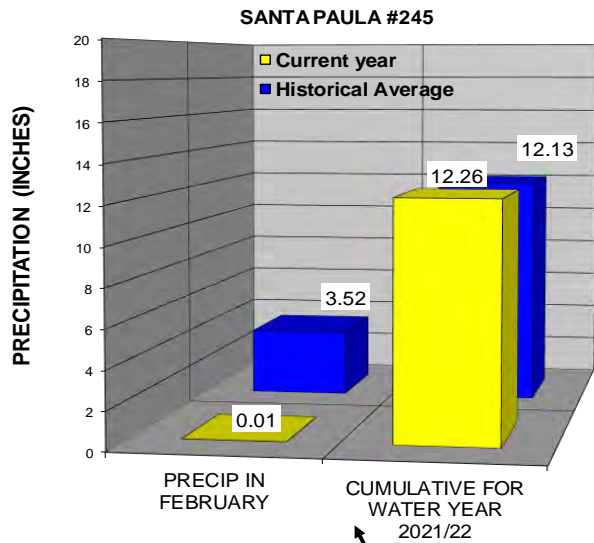
March 2, 2022



*Note: This report may contain provisional data until final review at the end of the water year.*

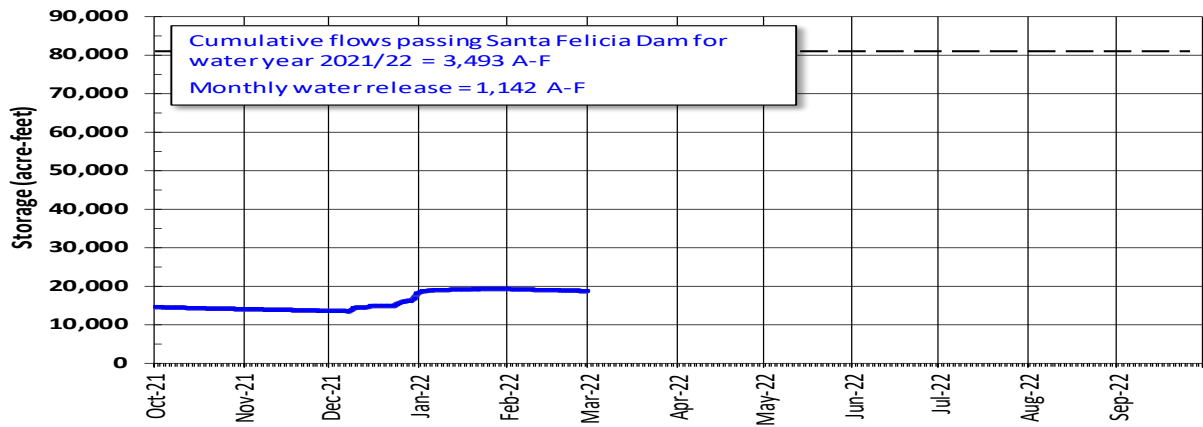
**Page Intentionally  
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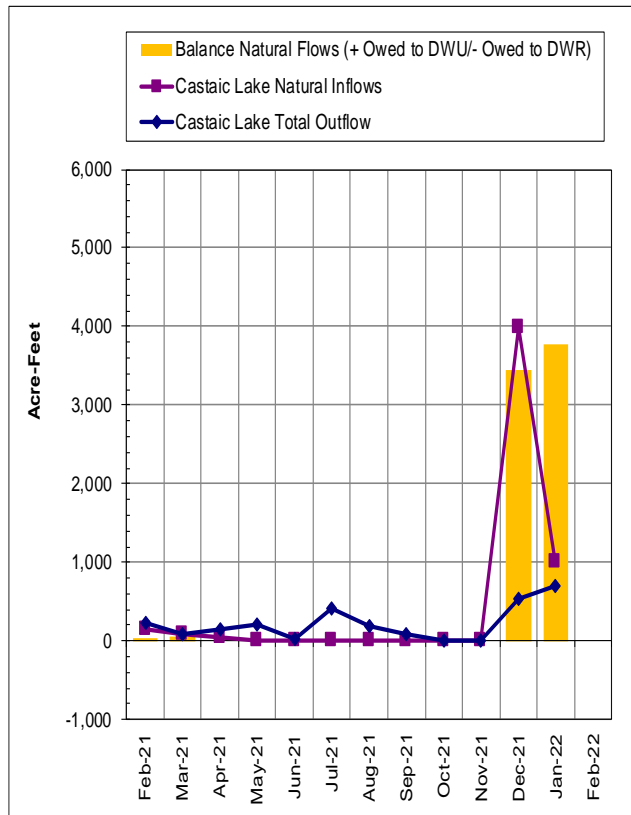
**District-wide percent of normal precipitation = 96%**

## Lake Piru storage and outflow

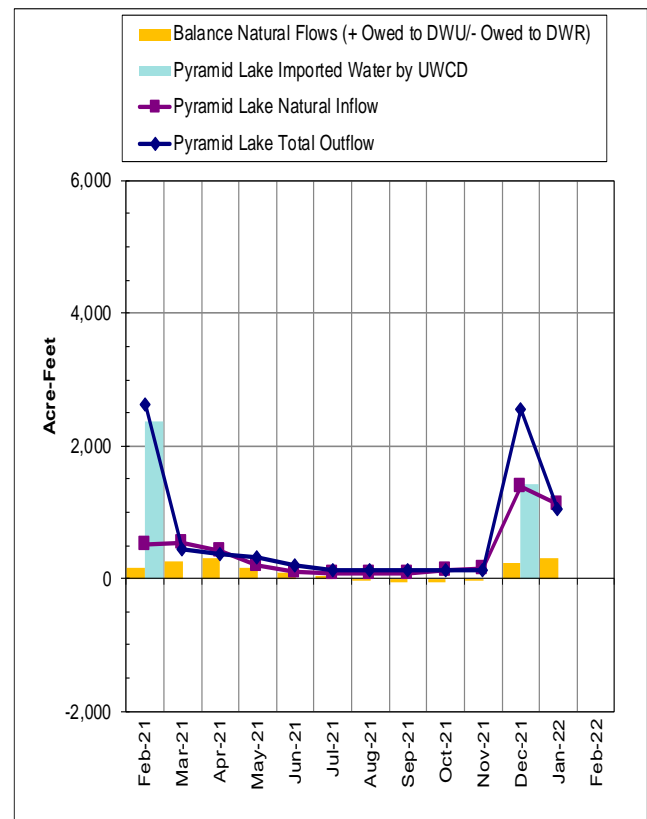


	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Hydro Plant Outflow (Acre-Feet)	0	0	0	0	0							
Cumulative Hydro Plant Outflow (A-F)	0	0	0	0	0							

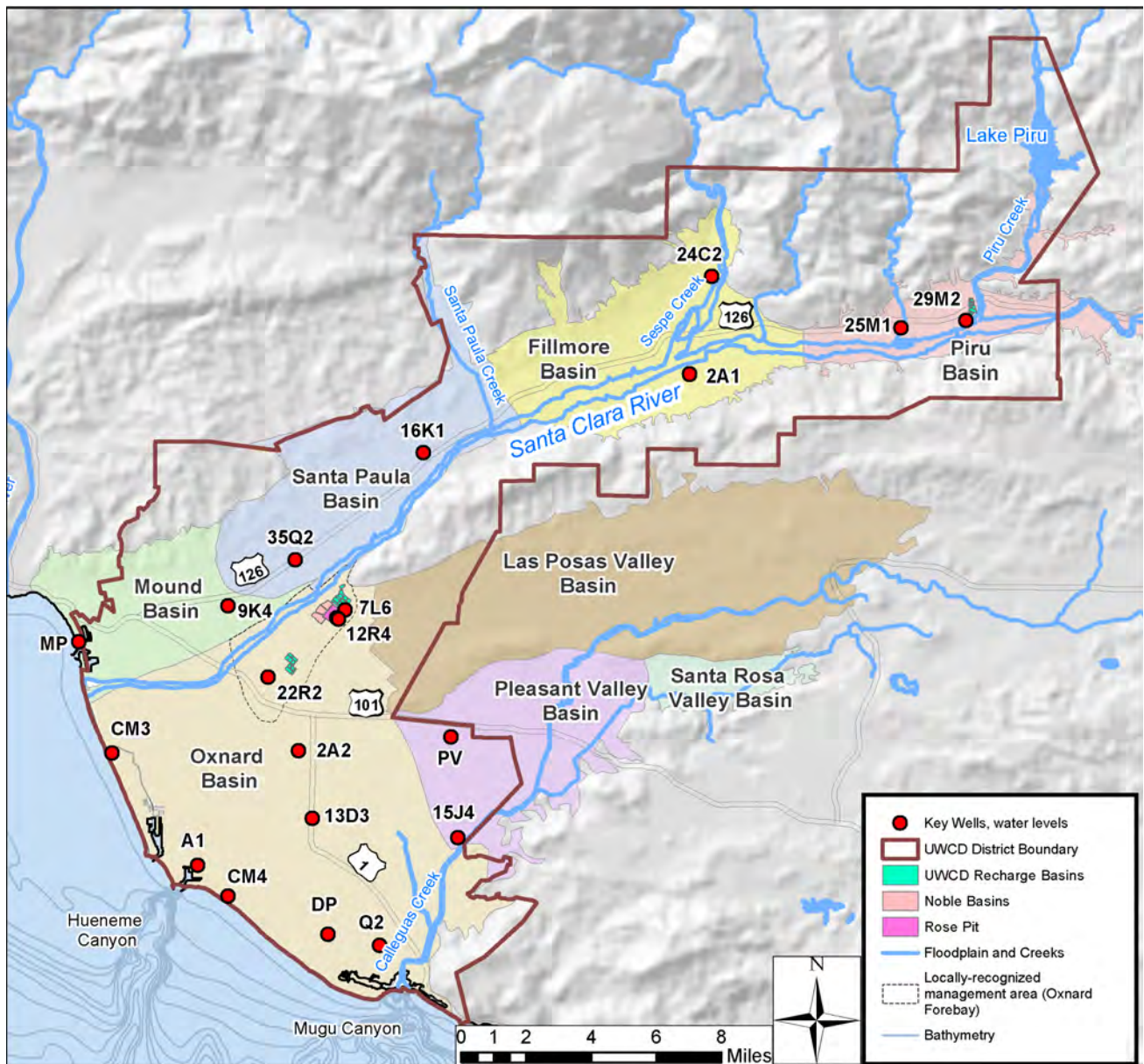
## Castaic Lake releases to downstream water users (DWU)



## Pyramid Lake releases to UWCD

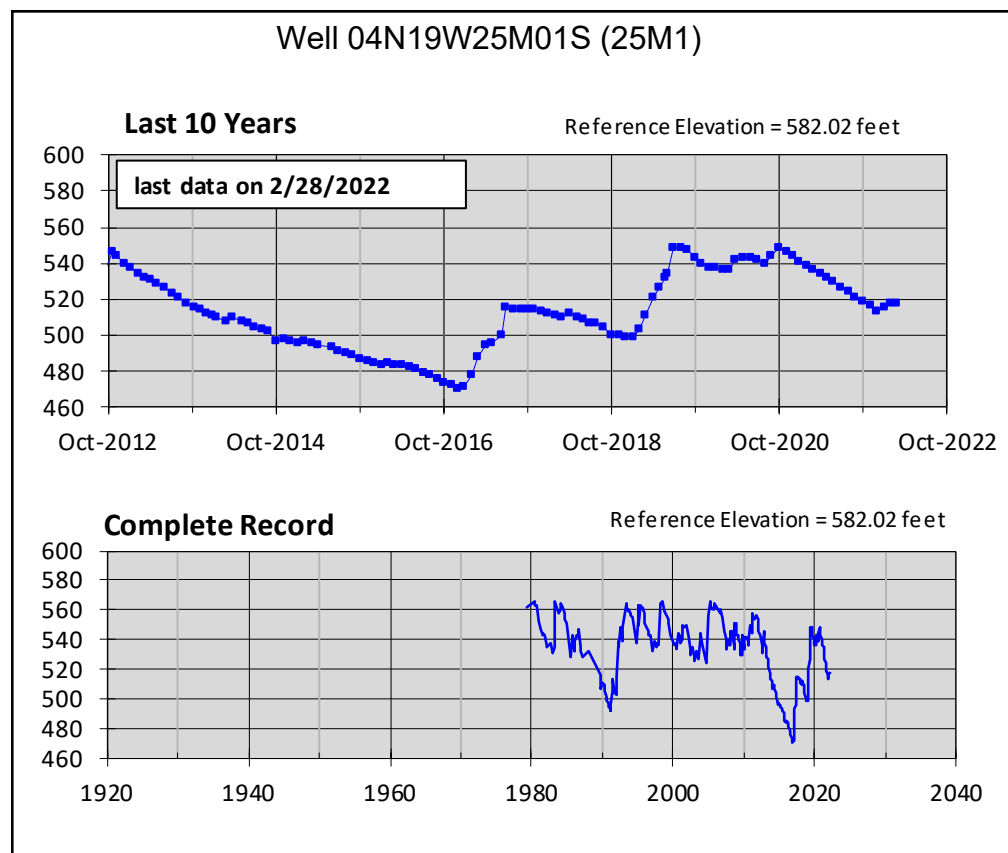
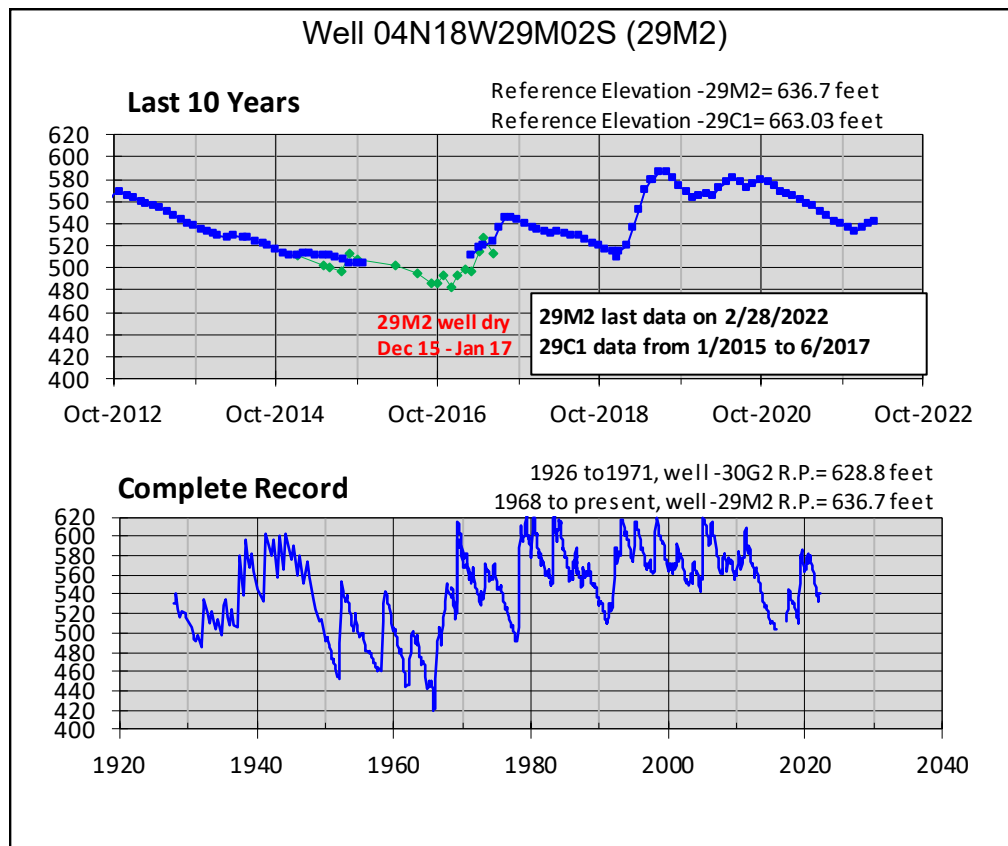


## Locations of key wells, monthly groundwater elevation monitoring



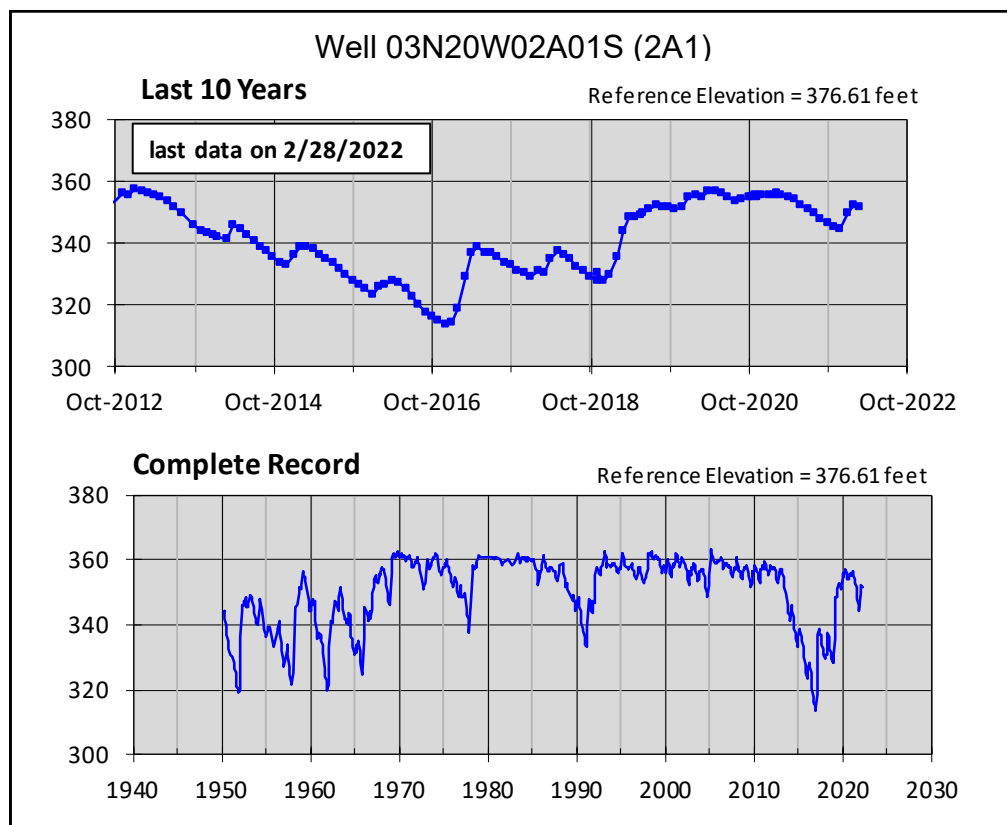
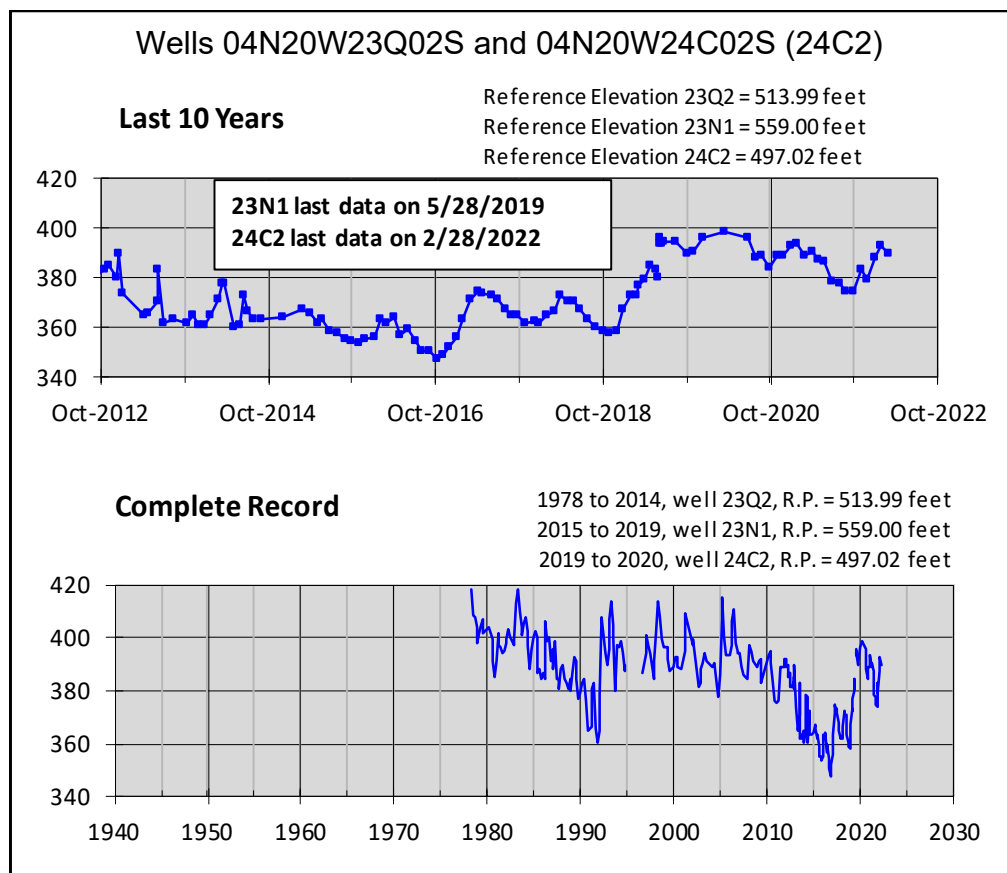


## Piru Basin Key Wells Groundwater Elevation Records



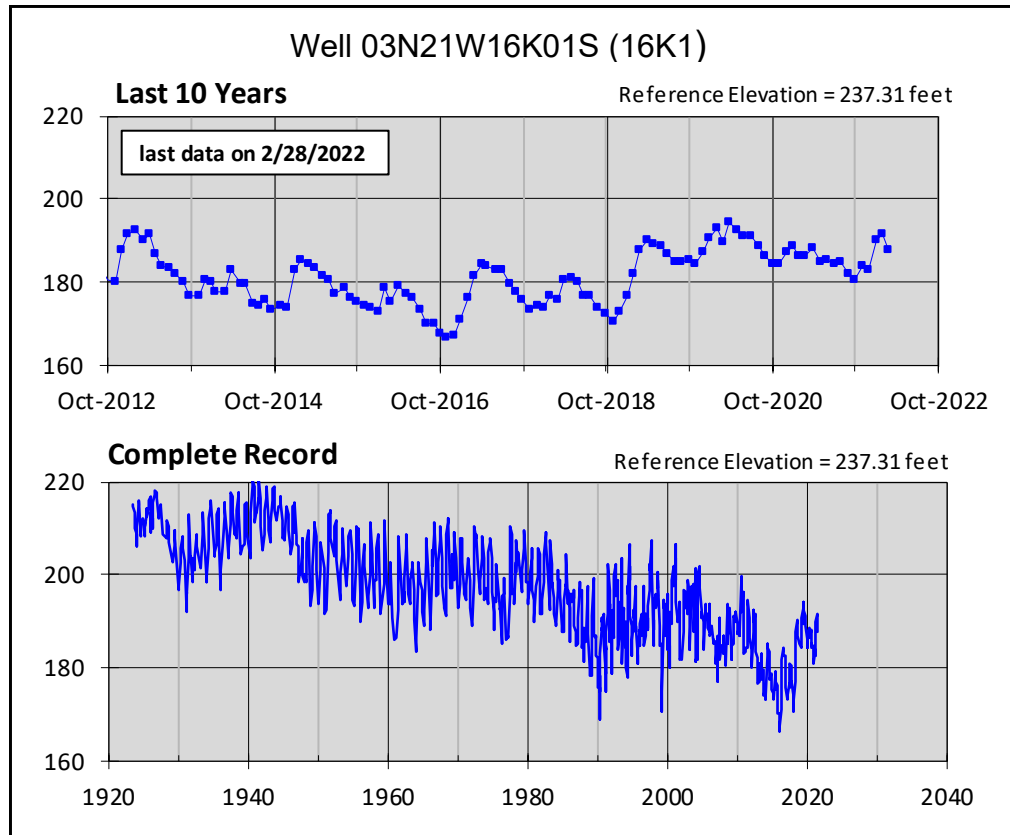


## Fillmore Basin Key Wells Groundwater Elevation Records

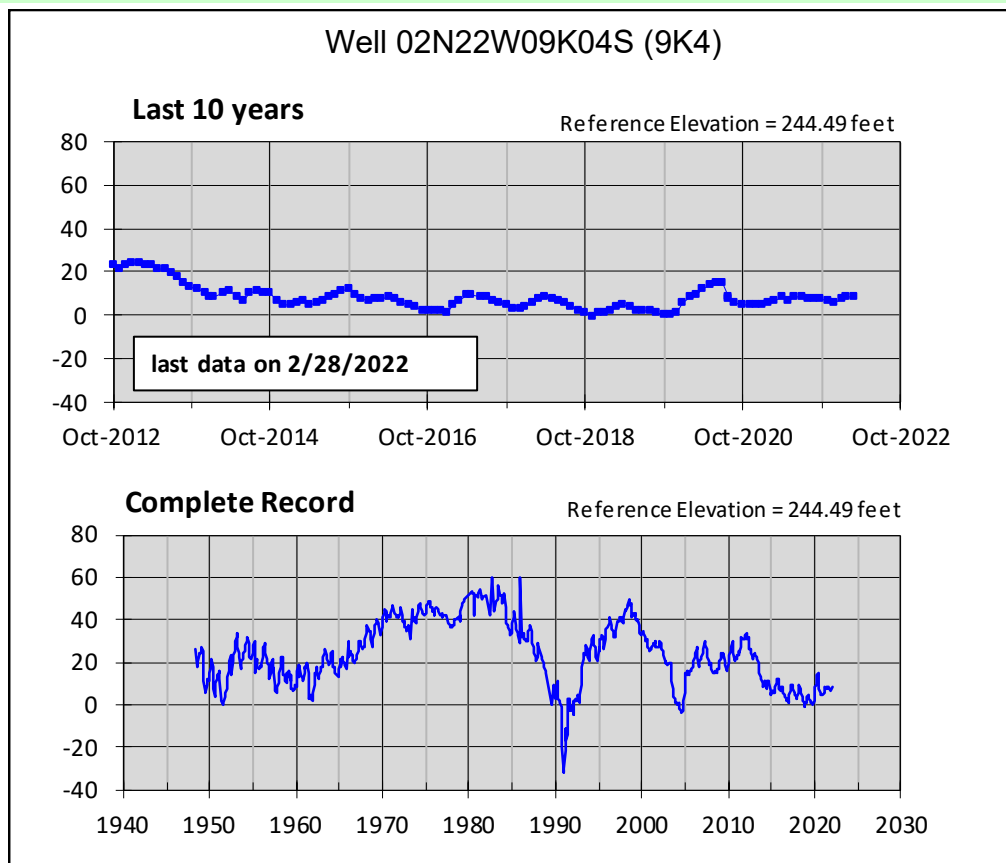


# Groundwater Elevation Records

## Santa Paula Basin Key Well



## Mound Basin Key Well



# Oxnard Basin—Forebay Key Wells Groundwater Elevation Records

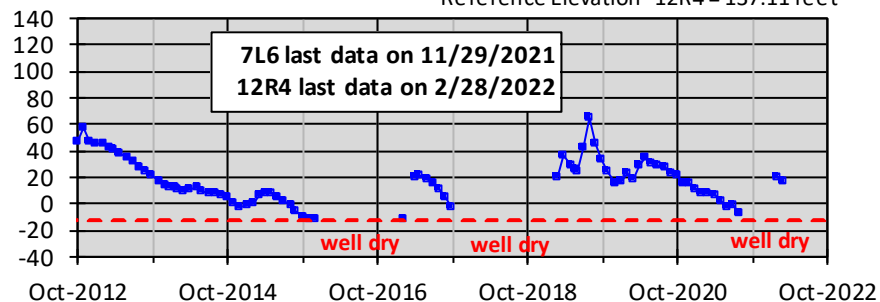
## Wells 02N22W12R04S (12R4) and 02N21W07L06S (7L6)

### Last 10 Years

Reference Elevation - 12R1 = 134.19 feet

Reference Elevation - 7L6 = 145.75 feet

Reference Elevation - 12R4 = 137.11 feet

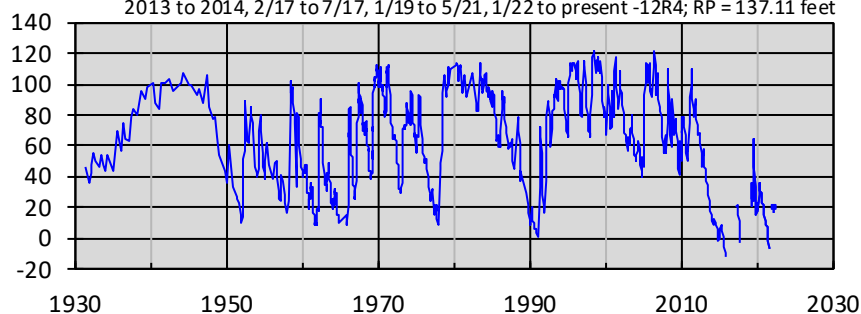


### Complete Record

1931 to 2013 - 12R1; RP = 134.19 feet

2014 to 1/17, 8/17 to 1/19, 6/21 to 12/21 - 7L6; RP = 145.75 feet

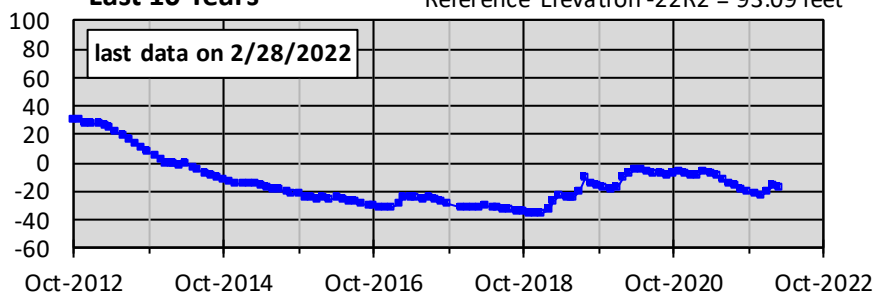
2013 to 2014, 2/17 to 7/17, 1/19 to 5/21, 1/22 to present - 12R4; RP = 137.11 feet



## Wells 02N22W22R01S and 02N22W22R02S (22R2)

### Last 10 Years

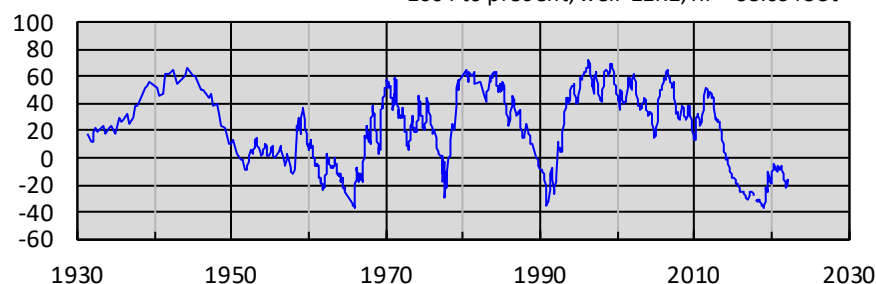
Reference Elevation - 22R2 = 93.09 feet



### Complete Record

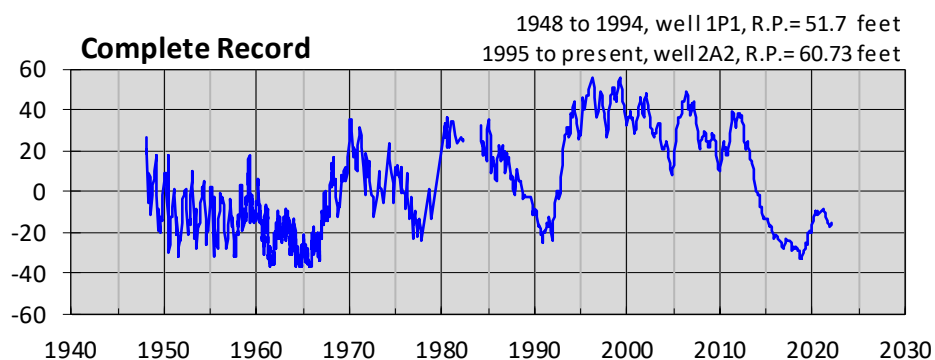
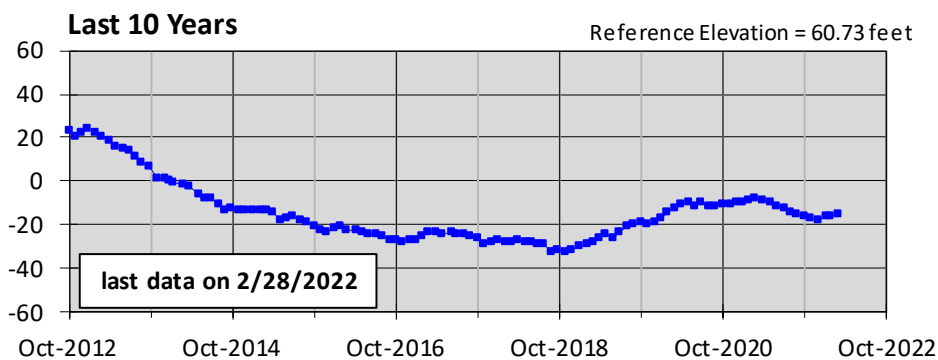
1931 to 2004, well - 22R1, RP = 93.6 feet

2004 to present, well - 22R2, RP = 93.09 feet

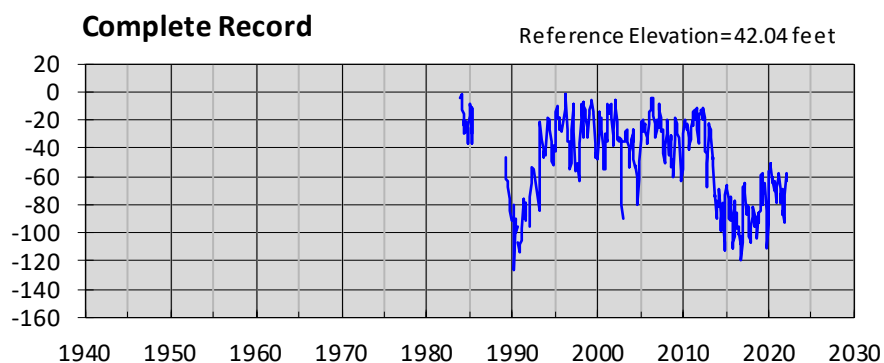
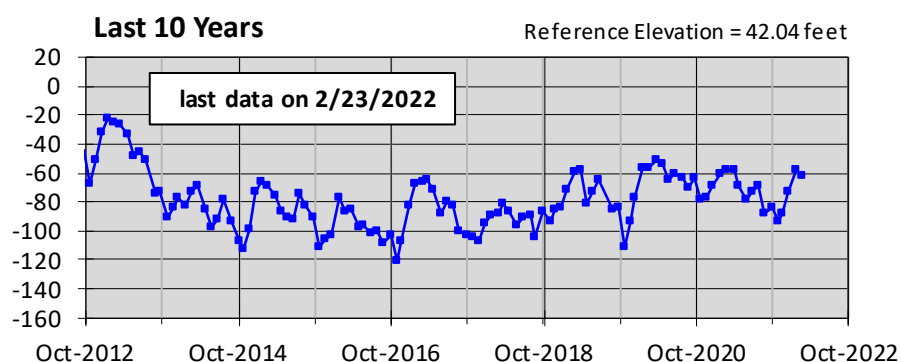


## Oxnard Basin Key Wells Groundwater Elevation Records

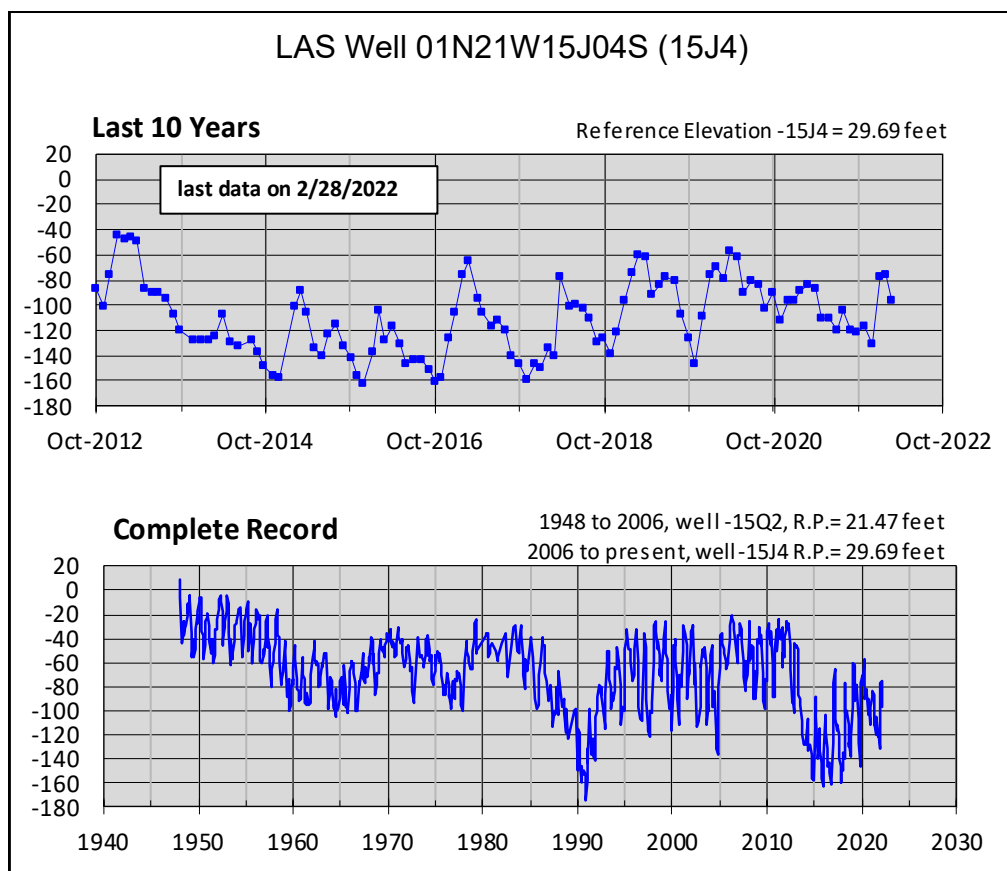
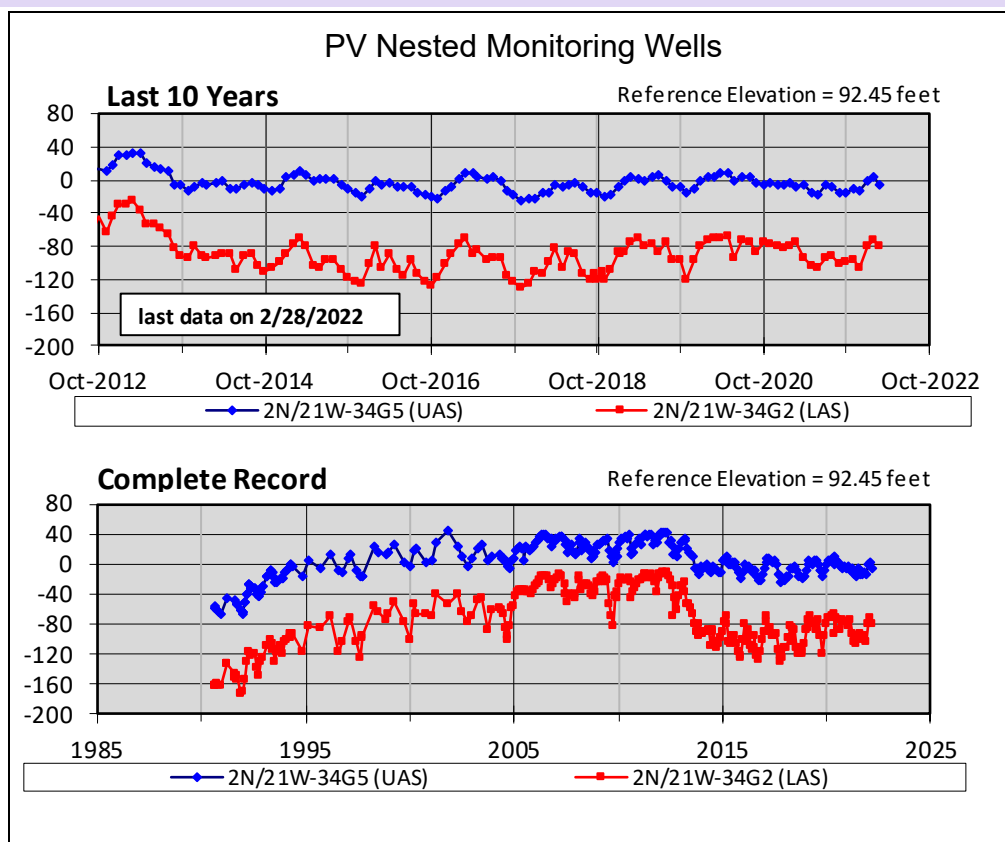
UAS Well 01N22W02A02S (2A2)



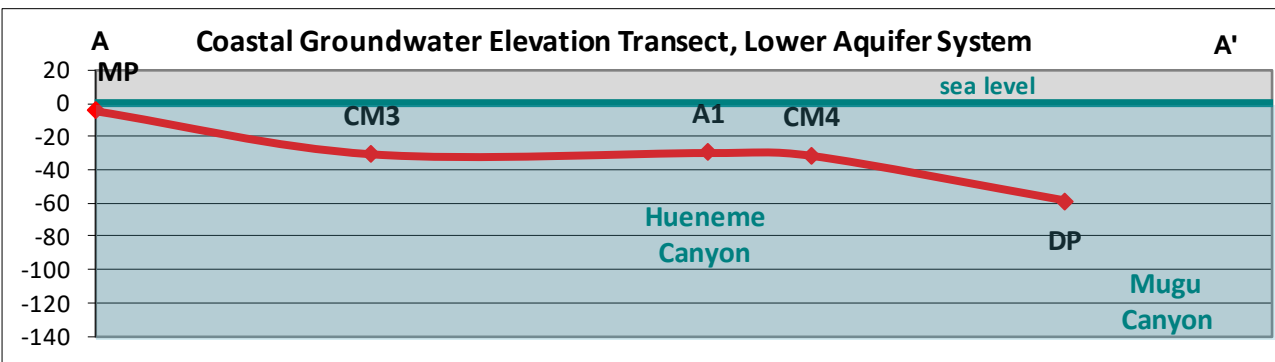
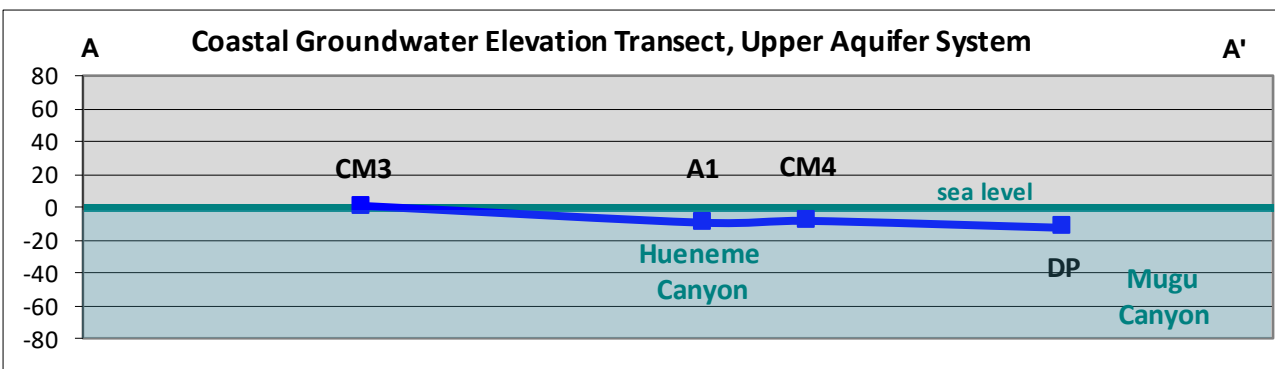
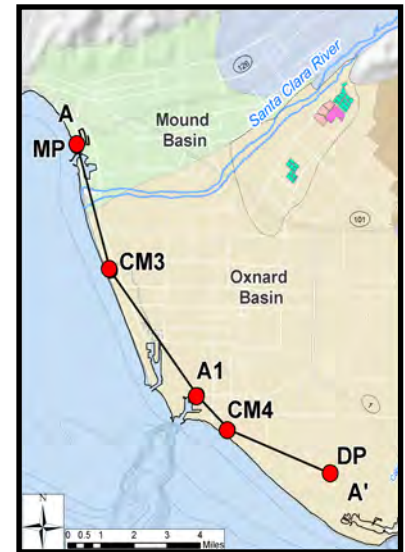
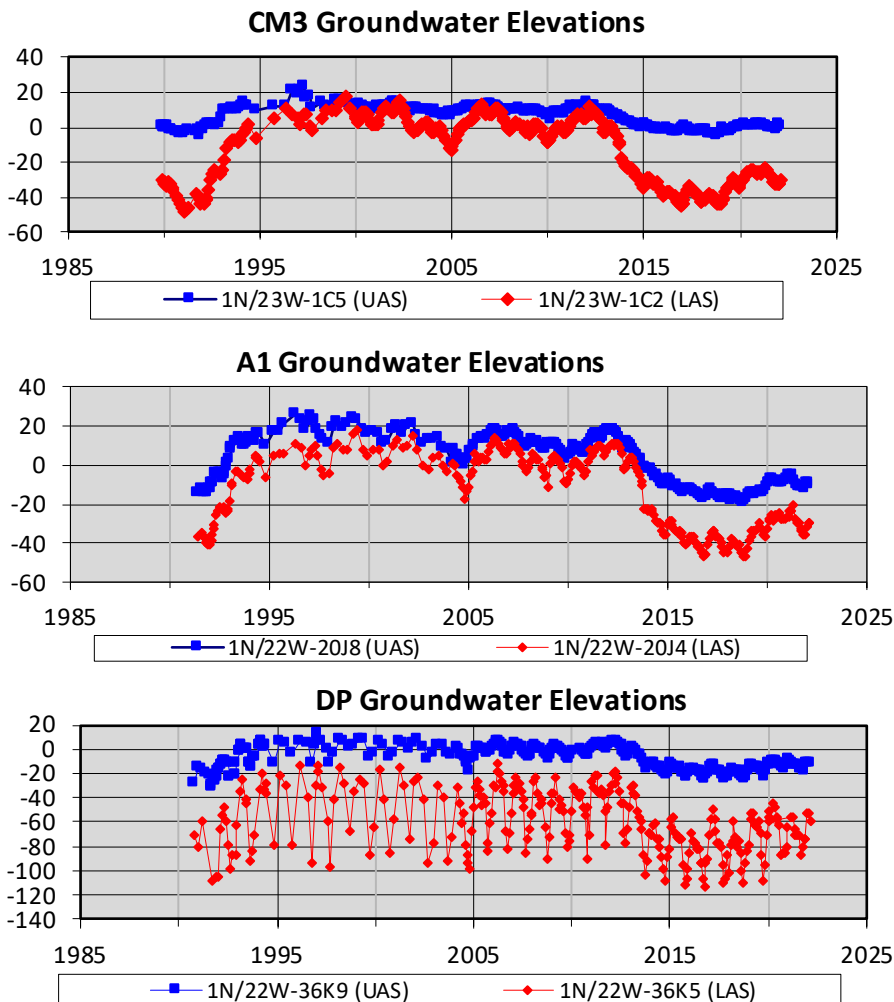
LAS well 01N22W13D03S (13D3)



## Pleasant Valley Basin Key Wells Groundwater Elevation Records



## Oxnard Plain Coastal Key Wells—Nested Monitoring Wells



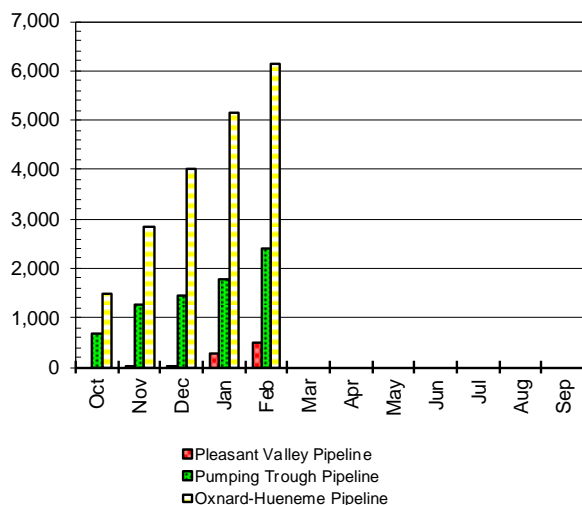
## Monthly Water Deliveries, acre-feet (Water Year 2021/22)

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
PV Pipeline (surface water)	0.0	0.0	7.5	274.9	222.5							
PV Pipeline (saticoy well field)	0.0	0.1	0.0	0.0	0.0							
Total to Pleasant Valley Pipeline	0.0	0.1	7.5	274.9	222.5							
Saticoy Well Field	0.0	0.0	0.0	0.0	0.0							
PTP (surface water)	0.0	0.0	37.3	296.5	501.0							
PTP (groundwater)	695.3	557.9	139.7	36.7	123.4							
PTP (Saticoy well field)	0.0	0.0	0.0	0.0	0.0							
Total PTP	695.3	557.9	177.0	333.2	624.4							
O-H Pipeline (groundwater)	1,497.9	1,346.1	1,161.3	1,148.7	993.9							
Total Surface Water Delivery (PTP & PV)	0.0	0.0	44.8	571.4	723.5							
Total Groundwater Delivery (OH & PTP)	2,193.2	1,904.0	1,301.0	1,185.4	1,117.3							
Total Delivery, Surface Water & GW	2,193.2	1,904.0	1,345.8	1,756.8	1,840.8							

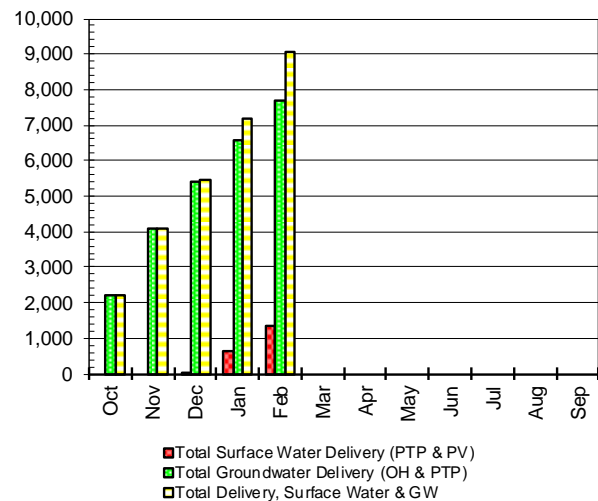
## Cumulative Water Deliveries, acre-feet (Water Year 2021/22)

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
PV Pipeline (surface water)	0.0	0.0	7.5	282.4	504.9							
PV Pipeline (saticoy well field)	0.0	0.1	0.1	0.1	0.1							
Total to Pleasant Valley Pipeline	0.0	0.1	7.6	282.5	505.0							
Saticoy Well Field	0.0	0.0	0.0	0.0	0.0							
PTP (surface water)	0.0	0.0	37.3	333.8	834.8							
PTP (groundwater)	695.3	1,253.2	1,392.9	1,429.5	1,552.9							
PTP (Saticoy well field)	0.0	0.0	0.0	0.0	0.0							
Total PTP	695.3	1,253.2	1,430.2	1,763.3	2,387.7							
O-H Pipeline (groundwater)	1,497.9	2,844.0	4,005.3	5,154.0	6,147.9							
Total Surface Water Delivery (PTP & PV)	0.0	0.0	44.8	616.2	1,339.7							
Total Groundwater Delivery (OH & PTP)	2,193.2	4,097.2	5,398.2	6,583.5	7,700.8							
Total Delivery, Surface Water & GW	2,193.2	4,097.2	5,443.0	7,199.7	9,040.5							

### Cumulative deliveries by system



### Cumulative deliveries by source/type



### Monthly diversion and recharge totals by facility, 2021/22, in acre-feet

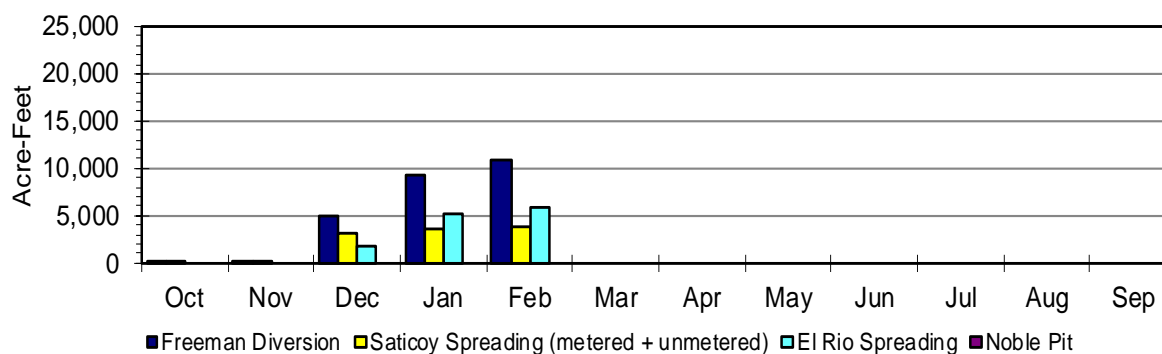
Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble Pit
Oct	0	2	2	0	0
Nov	0	76	76	0	0
Dec	0	4,936	3,037	1,860	0
Jan	0	4,168	386	3,262	0
Feb	0	1,702	241	807	0
Mar					
Apr					
May					
Jun					
Jul					
Aug					
Sep					

Lloyd-Butler diversion was not available at the time this report was prepared and therefore not accounted for in the calculation of Saticoy Spreading.

### Cumulative diversion and recharge totals by facility, 2021/22, in acre-feet

Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble Pit
Oct	0	2	2	0	0
Nov	0	78	78	0	0
Dec	0	5,014	3,115	1,860	0
Jan	0	9,182	3,501	5,122	0
Feb	0	10,884	3,742	5,929	0
Mar					
Apr					
May					
Jun					
Jul					
Aug					
Sep					

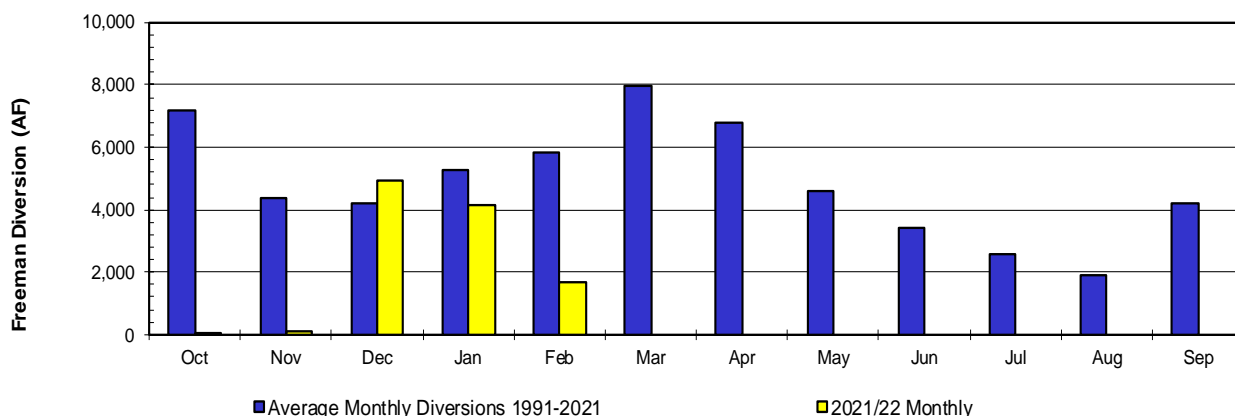
### Cumulative diversion at Freeman, and distribution to recharge facilities



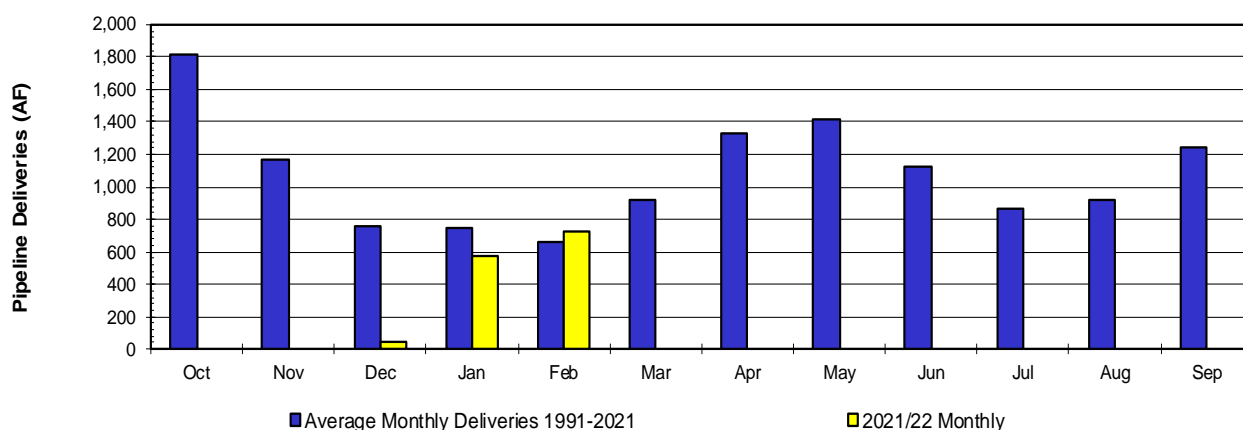
**Cumulative diversions to Piru Spreading Grounds, 2021/22 = 0 AF**



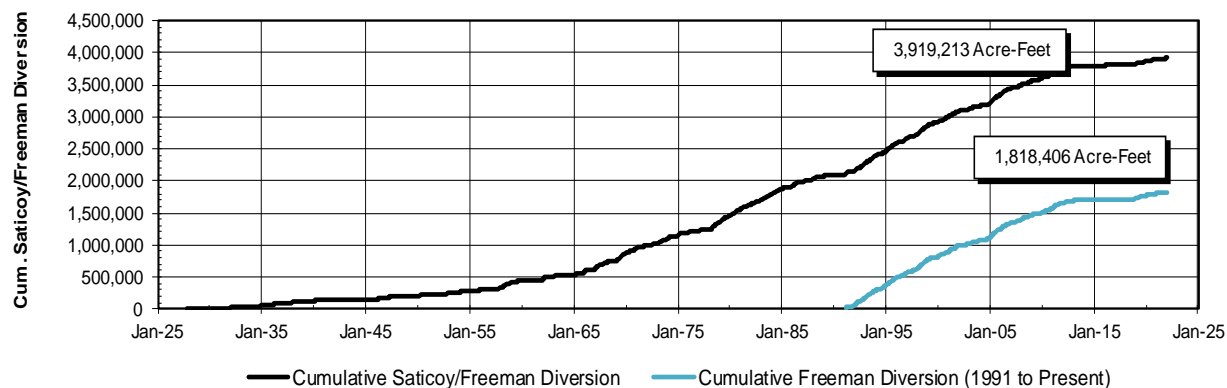
**Monthly 2021/22 diversion at Freeman, compared to average monthly diversions (1991-2021)**



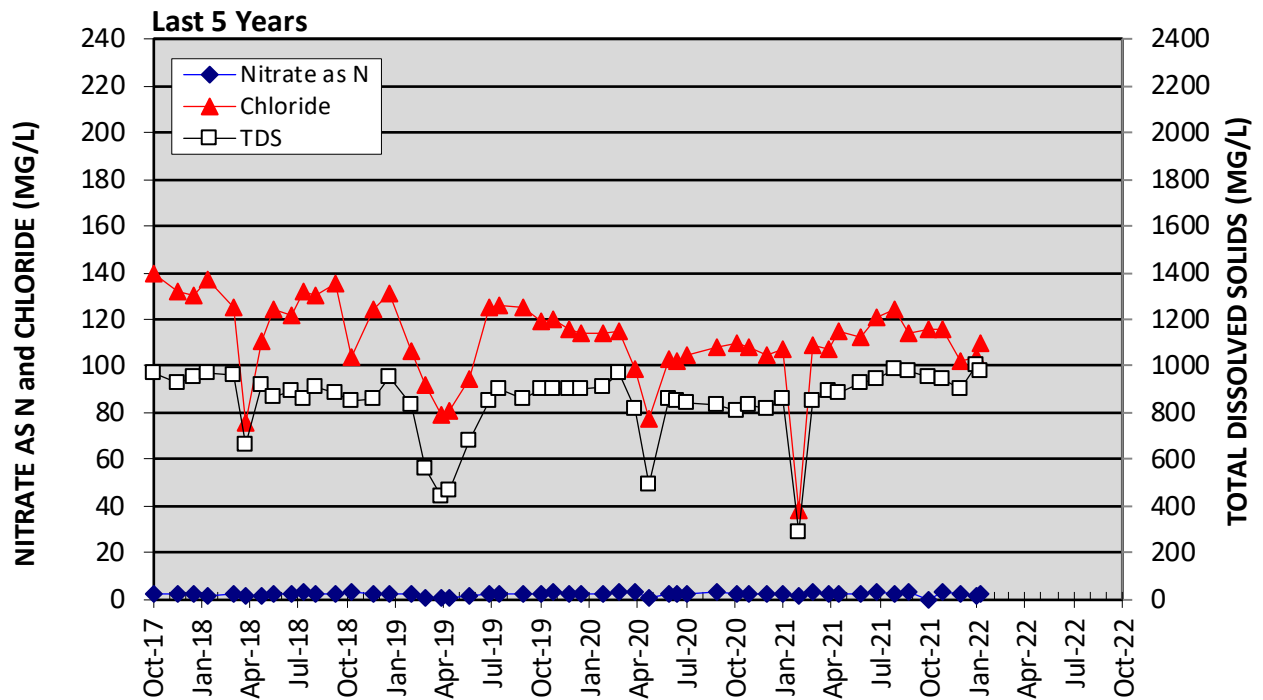
**Monthly 2021/22 pipeline deliveries (surface water deliveries), compared to average monthly pipeline deliveries (1991-2021)**



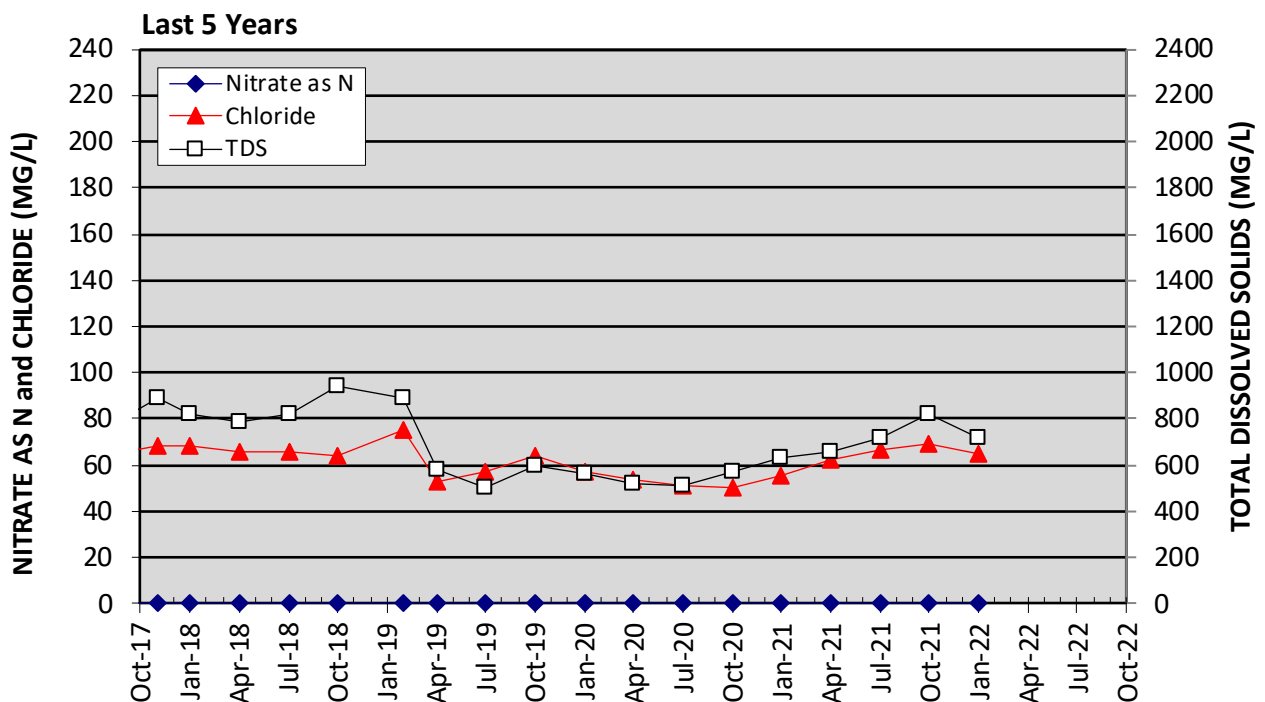
**Cumulative diversion at Saticoy and Freeman Diversion, in acre-feet**



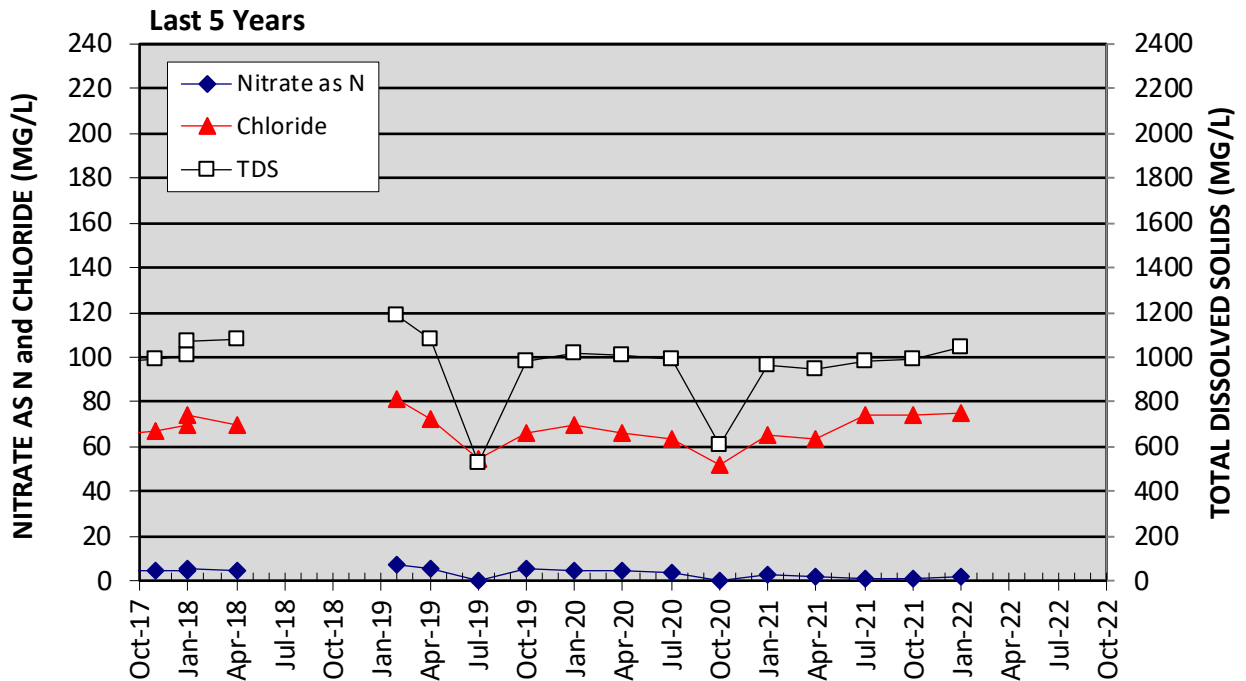
### Santa Clara River water quality near Los Angeles/Ventura County line



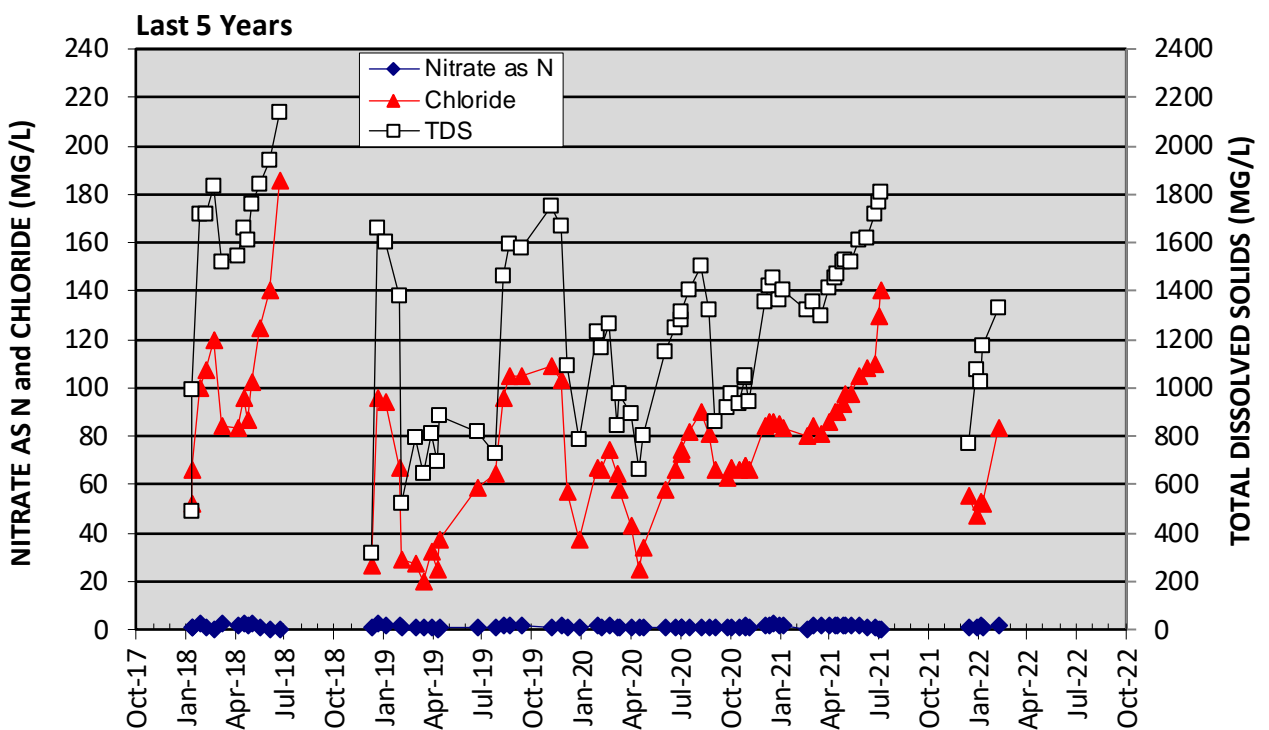
### Piru Creek water quality below Santa Felicia Dam



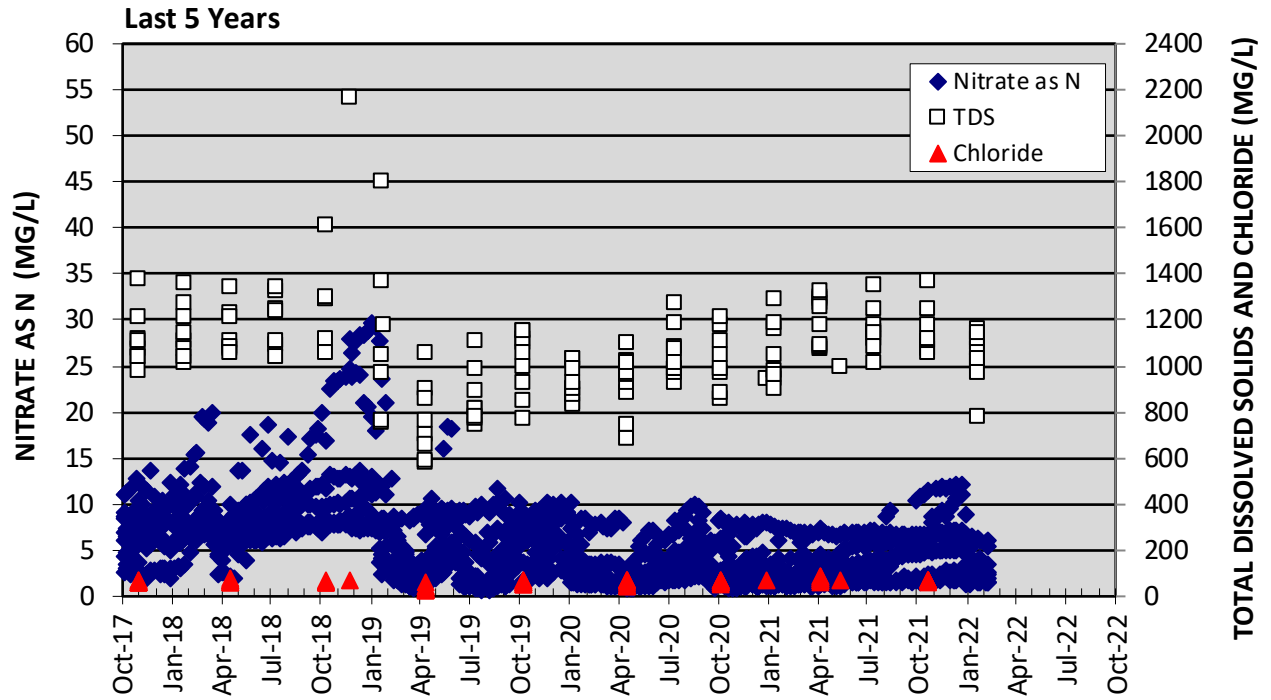
## Santa Clara River water quality near Fillmore Fish Hatchery

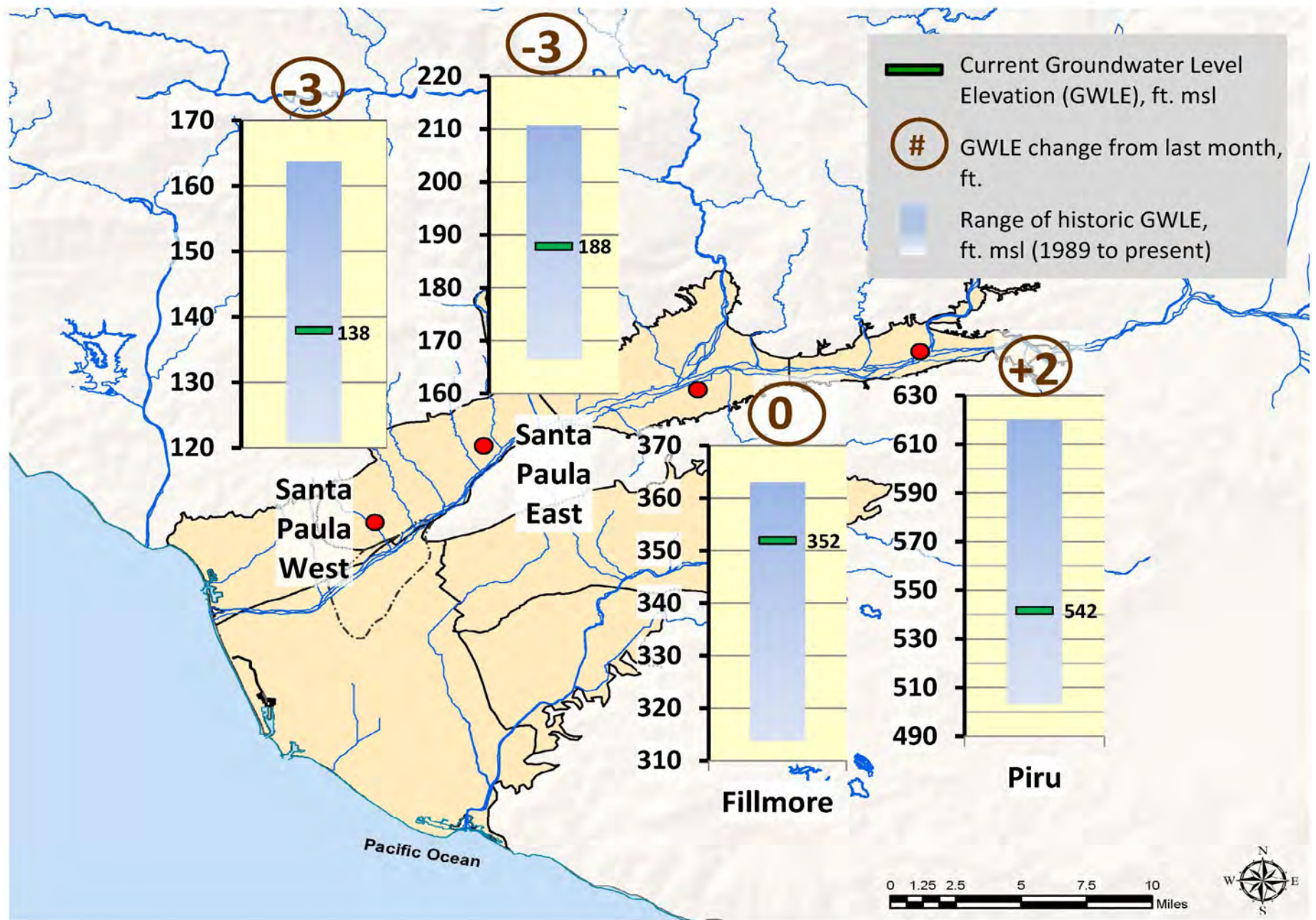


## Santa Clara River water quality at Freeman Diversion

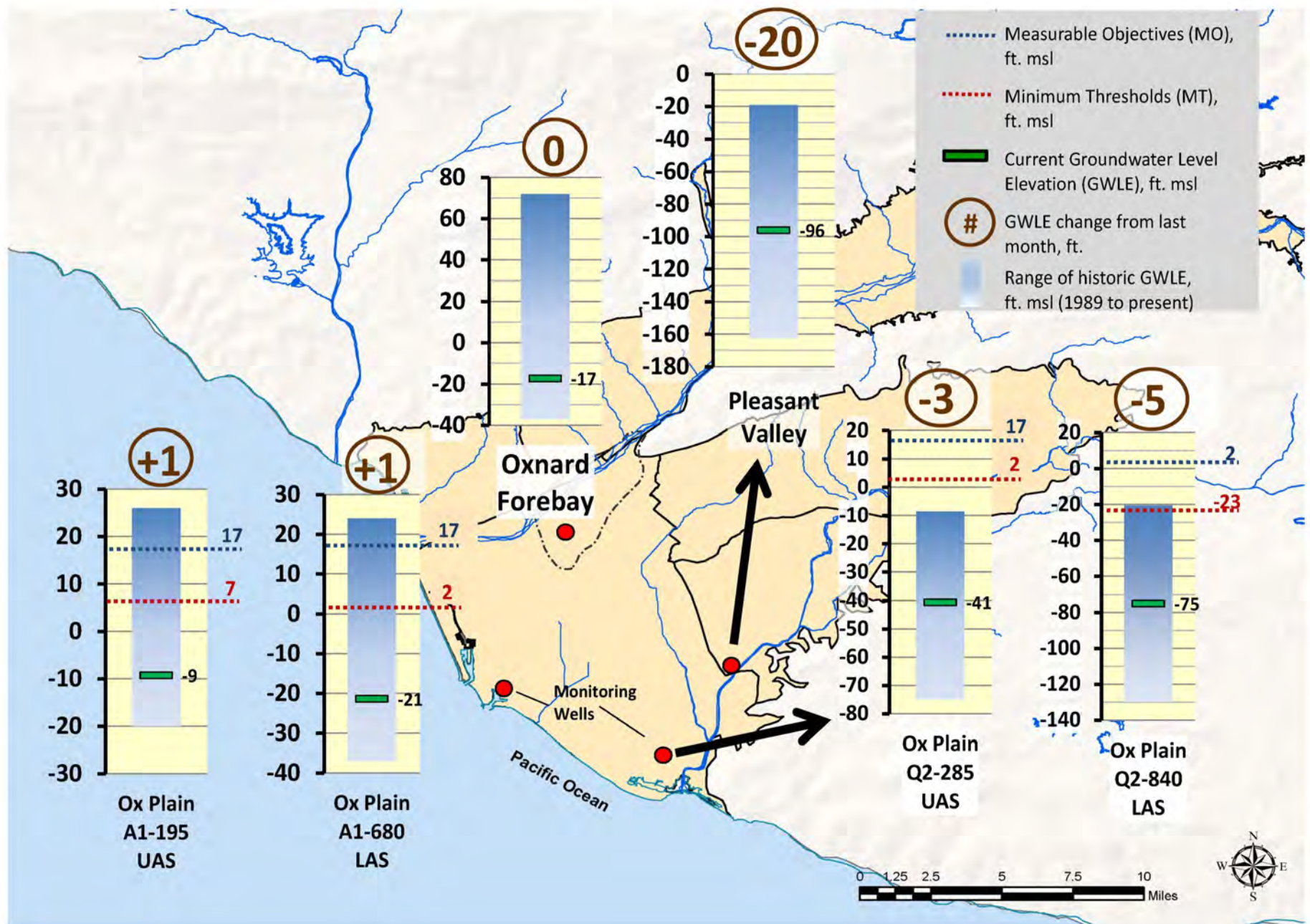


## Water quality of Upper Aquifer System wells, El Rio well field

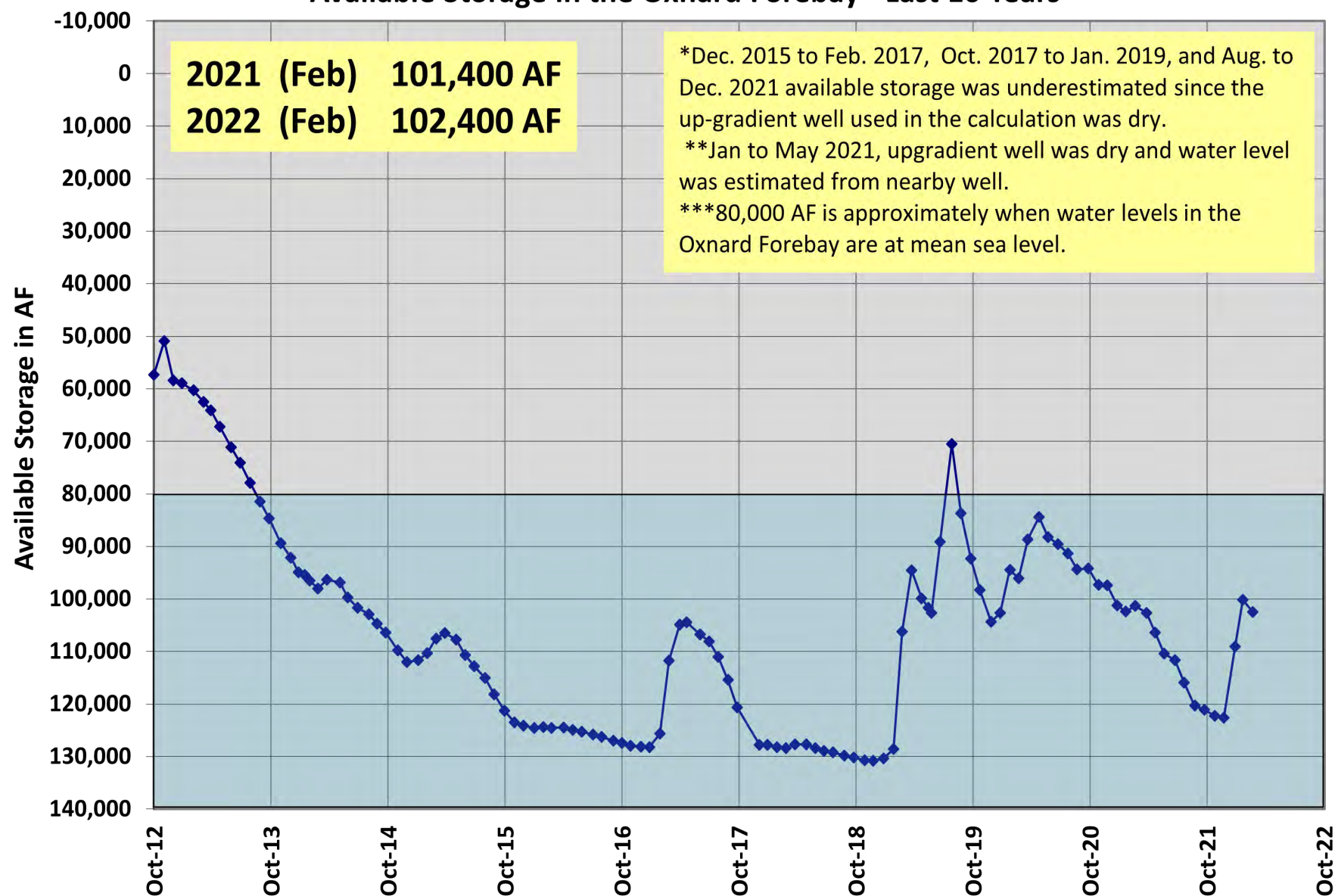




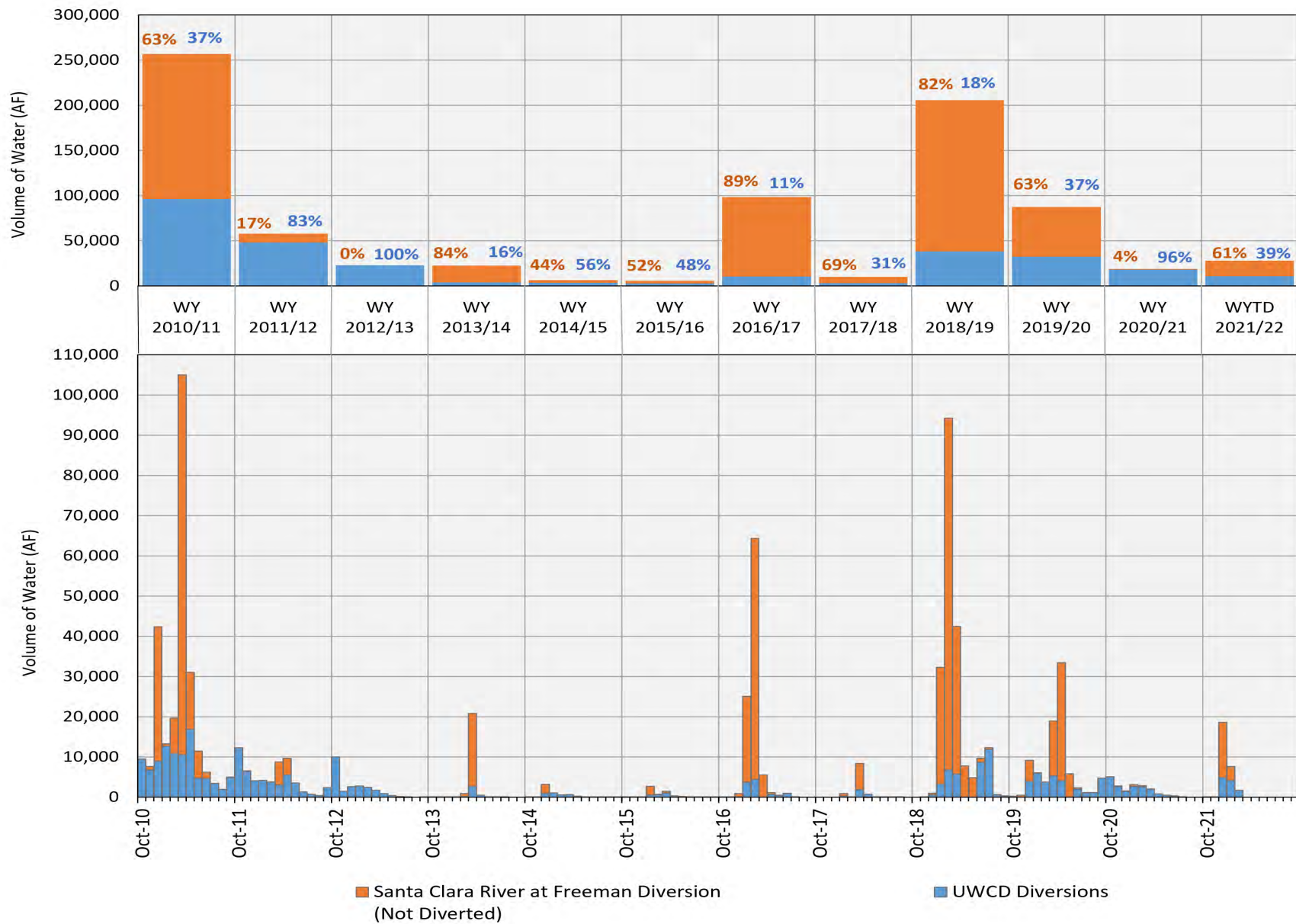




## Available Storage in the Oxnard Forebay - Last 10 Years







Water Year (WY) = October 1 to September 30; WYTD = Water Year To Date



**Staff Report**

**To:** UWCD Board of Directors

**Through:** Mauricio E. Guardado, Jr., General Manager  
Anthony A. Emmert, Assistant General Manager

**From:** Brian Zahn, Chief Financial Officer  
Daryl Smith, Controller

**Date:** February 14, 2022 (March 9, 2022, meeting)

**Agenda Item:** 3.C. Monthly (January 31, 2022) Investment Report  
**Information Item**

---

**Staff Recommendation:**

The Board will receive and review the most current investment report for January 31, 2022, that is enclosed.

**Discussion:**

Based on the information included in the attached reports, staff will present a summary and discuss key information as an overview.

**Fiscal Impact:**

As shown.

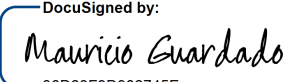

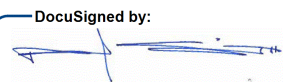
Attachment: Combined Investment Report

**United Water Conservation District**  
**Monthly Investment Report**  
**January 31, 2022**

<b><u>Investment Recap</u></b>	<b><u>G/L Balance</u></b>	<b><u>Weighted Avg Days to Maturity</u></b>	<b><u>Diversification Percentage of Total</u></b>
Bank of the Sierra	4,599,253	1	9.48%
US Bank - 2020 COP Bond Balance	19,007,481	1	39.18%
Petty Cash	3,400	1	0.01%
County Treasury	1,644	1	0.00%
LAIF Investments	24,895,890	1	51.31%
<b>Total Cash, Cash Equivalents and Securities</b>	<b>48,507,668</b>		<b>100.00%</b>
<b>Investment Portfolio w/o Trustee Held Funds</b>	<b>48,507,668</b>		
<b>Trustee Held Funds</b>	<b>-</b>		
<b>Total Funds</b>	<b>48,507,668</b>		

<b>Local Agency Investment Fund (LAIF)</b>	<b>Beginning Balance</b>	<b>Deposits (Disbursements)</b>	<b>Ending Balance</b>
	22,881,671	2,014,218	24,895,890
	<b>Interest</b>	<b>Interest</b>	
	<b>Earned YTD</b>	<b>Received YTD</b>	<b>Qtrly Yield</b>
	31,507	54,762	0.23%

All District investments are shown above and conform to the District's Investment Policy. All investment transactions during this period are included in this report  
Based on budgeted cash flows the District appears to have the ability to meet its expenditure requirements for the next six months.

<p>DocuSigned by:    36D23F9D982745E</p> <hr/> <p><b>Mauricio E. Guardado, Jr., General Manager</b></p>	<p>2/16/2022</p> <hr/> <p><b>Date Certified</b></p>
<p>DocuSigned by:    70D59ECF0D8D46E</p> <hr/> <p><b>Anthony Emmert, Assistant General Manager</b></p>	<p>2/15/2022</p> <hr/> <p><b>Date Certified</b></p>
<p>DocuSigned by:    C00D61B430034D1...</p> <hr/> <p><b>Daryl Smith, Controller</b></p>	<p>2/15/2022</p> <hr/> <p><b>Date Certified</b></p>

<b><i>United Water Conservation District</i></b>			
<b><i>Cash Position</i></b>			
<b>January 31, 2022</b>			
<b>Fund</b>	<b>Total</b>	<b>Composition</b>	<b>Restrictions/Designations</b>
<b>General/Water Conservation Fund:</b>			<b>Revenue collected for district operations</b>
General/Water Conservation	15,416,608	6,559,674	Includes General, Rec & Ranger, Water Conservation
		1,725,000	Reserved for legal expenditures
		5,435,000	Designated for replacement, capital improvements, and environmental projects
		1,696,934	Supplemental Water Purchase Fund
General CIP Funds	5,066,556	5,066,556	Appropriated for capital projects
2020 COP Bond Funds	12,718,695	12,718,695	Reserved for CIP Projects
<b>Special Revenue Funds:</b>			<b>Revenue collected for a special purpose</b>
State Water Project Funds	4,721,145	4,721,145	Procurement of water/rights from state water project
<b>Enterprise Funds:</b>			<b>Restricted to fund usage</b>
Freeman Fund	37,898	37,898	Operations, Debt Service and Capital Projects
		-	Designated for replacement and capital improvements
		-	Reserved for legal expenditures
Freeman CIP Fund	681,956	681,956	Appropriated for capital projects
OH Pipeline Fund	1,761,332	1,761,332	Delivery of water to OH customers
OH CIP Fund	4,870,411	4,870,411	Appropriated for capital projects
OH Pipeline Well Replacement Fund	455,420	455,420	Well replacement fund
PV Pipeline Fund	416,712	416,712	Delivery of water to PV customers
PV CIP Fund	186,070	186,070	Appropriated for capital projects
PT Pipeline Fund	1,258,065	1,258,065	Delivery of water to PTP customers
PT CIP Fund	916,801	916,801	Appropriated for capital projects
<b>Total District Cash &amp; Investments</b>	<b>48,507,668</b>	<b>48,507,668</b>	



### **Staff Report**

**To:** UWCD Board of Directors

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

**From:** Kris Sofley, Clerk of the Board

**Date:** February 28, 2022 (March 09, 2022 meeting)

**Agenda Item:** 3.D **Resolution 2022-08** Subsequent Finding that the Governor of California issued a Proclamation of a State of Emergency on March 4, 2020 relating to the COVID-19 virus and local officials continue to recommend social distancing measures to mitigate the spread of the COVID-19 virus and Authorizing remote teleconference meetings of the legislative bodies of United Water Conservation District for the period of March 9, 2022 through April 8, 2022, pursuant to Brown Act provisions  
**Motion**

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#### **Staff Recommendation:**

The Board will consider adopting Resolution 2022-08 continuing subsequent findings that the requisite conditions exist for remote teleconference meetings of the District's legislative bodies without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e).

#### **Background:**

Starting in March 2020, amid rising concern surrounding the spread of COVID-19 throughout communities in the state, California Governor Gavin Newsom issued a series of Executive Orders aimed at containing the novel coronavirus. These Executive Orders (N-25-20, N-29-20, N-35-20) collectively modified certain requirements created by the Ralph M. Brown Act ("the Brown Act"), the state's local agency public meetings law.

On June 11, 2021, the Governor issued Executive Order N-08-21 which rescinds the aforementioned modifications made to the Brown Act, effective September 30, 2021. After that date, local agencies are required to observe all the usual Brown Act requirements status quo ante (as they existed prior to the issuance of the orders). Local agencies must once again ensure that the public is provided with access to a physical location from which they may observe a public meeting and offer public comment. Local agencies must also resume publication of the location of teleconferencing board members, post meeting notices and agendas in those locations, and make those locations available to the public in order to observe a meeting and provide public comment.

**3.D     Resolution 2022-08 Subsequent Finding that the Governor of California issued a Proclamation of a State of Emergency on March 4, 2020 relating to the COVID-19 virus and local officials continue to recommend social distancing measures to mitigate the spread of the COVID-19 virus and Authorizing remote teleconference meetings of the legislative bodies of United Water Conservation District for the period of March 9, 2022 through April 8, 2022, pursuant to Brown Act provisions**  
**Motion**

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On September 16, the Governor signed AB 361 into law, effective immediately, which extends the flexibilities provided in the Governor’s prior executive order to local and state bodies to hold public meetings remotely beyond the executive order’s September 30, 2021 expiration date.

On September 20, the Governor signed an executive order (N-15-21) waiving the application of AB 361 until October 1, 2021, when the provisions of prior Executive Orders that established certain requirements for public agencies to meet remotely during the COVID-19 emergency will expire. The September 20 order makes clear that, until September 30, local agencies may conduct open and public remote meetings relying on the authority provided under prior Executive Orders (rather than AB 361). The revised Order also explicitly permits a local agency to meet pursuant to the procedures provided in AB 361 before October 1, so long as the meeting is conducted in accordance with the requirements of AB 361.

All local agencies are being asked to be aware that they may not conduct remote teleconference meetings pursuant to the authority in the Governor’s prior Executive Orders beyond September 30; after that date, all meetings subject to the Brown Act must comply with standard teleconference requirements (as they existed “pre-pandemic”) OR must comply with the newly enacted provisions of AB 361. The adoption of this Resolution provide the District with compliance as it relates to the newly enacted provisions of AB 361.

**Fiscal Impact:**

There is no fiscal impact related to the approval of this Resolution.

**Attachment:     Resolution 2022-08**

**RESOLUTION NO. 2022-08**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF UNITED WATER CONSERVATION DISTRICT REAFFIRMING THAT THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR OF CALIFORNIA ISSUED ON MARCH 4, 2020 RELATING TO THE COVID-19 VIRUS REMAINS IN EFFECT AND LOCAL OFFICIALS CONTINUE TO RECOMMEND SOCIAL DISTANCING MEASURES TO MITIGATE THE SPREAD OF THE COVID-19 VIRUS AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF UNITED WATER CONSERVATION DISTRICT FOR THE PERIOD OF MARCH 9, 2022 THROUGH APRIL 8, 2022 PURSUANT TO BROWN ACT PROVISIONS.**

WHEREAS, United Water Conservation District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §54950 *et seq.*) (“Brown Act”), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2022-04 on February 9, 2022, finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists, and the Board of Directors has done so; and

WHEREAS, the State of Emergency proclaimed by the Governor of California on March 4, 2020, due to the outbreak and spread of the COVID-19 virus remains in effect and active in order to be able to prepare, respond, and implement measures to mitigate the spread of the COVID-19 virus; and

WHEREAS, local officials within the County of Ventura continue to recommend social distancing measures to mitigate the spread of the COVID-19 virus; and

WHEREAS, as a consequence of the proclaimed state of emergency pursuant to the COVID-19 virus which continues to remain in effect, and local officials continuing to recommend social distancing measures to mitigate the spread of the COVID-19 virus, the Board of Directors does hereby find that the legislative bodies of the District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of



section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the meetings of the District's legislative bodies continue to be open to the public, in accordance with the law.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Reaffirmation of Governor's Proclamation of a State of Emergency. The Board hereby finds that the Governor of the State of California's Proclamation of State of Emergency pursuant to the COVID-19 virus, effective as of its issuance date of March 4, 2020, continues to remain in effect.

Section 3. Reaffirmation of Local Officials Recommendation of Social Distancing Measures. The Board hereby finds that local officials within the County of Ventura continue to recommend social distancing measures to mitigate the spread of the COVID-19 virus.

Section 4. Remote Teleconference Meetings. The General Manager of the District and legislative bodies of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) April 8, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND ADOPTED** by the Board of Directors of United Water Conservation District, this 9<sup>th</sup> day of March, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: \_\_\_\_\_  
Bruce E. Dandy, Board President

ATTEST: \_\_\_\_\_  
Lynn E. Maulhardt, Board Secretary/Treasurer



### **Staff Report**

**To:** UWCD Board of Directors

**Through:** Mauricio E. Guardado, Jr., General Manager  
Brian Collins, Chief Operations Officer

**From:** John Carman, Programs Supervisor

**Date:** March 1, 2022 (March 9, 2022 Meeting)

**Agenda Item:** 4.1 Monthly Operations and Maintenance Department Report  
**Information Item**

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#### **Staff Recommendation:**

The Board will receive and file this staff report from the Operations and Maintenance department regarding its activities for the month of February.

#### 1. Water Releases, Diversions and Deliveries

- Lake Piru dropped 1.00 feet in February to 19,131 acre-feet (AF) of storage.
- 1702 AF of water was diverted by the Freeman Diversion facility in February.
- 0 AF of water was diverted to the Saticoy recharge basins in February.
- 807 AF of surface water was delivered to the El Rio recharge basins in February.
- 507 AF of surface water was delivered to the PTP system in February.
- 304 AF of surface water was delivered to Pleasant Valley County Water District in February.

#### 2. Major Facilities Update

- **Santa Felicia Dam**
    - Lake Piru dropped 1.00 feet February 1, 2022 through March 1, 2022, to 19,131 AF of storage.
    - On January 1, 2022 the lake level was 70.1 feet below the spillway lip.
    - Habitat water releases from Santa Felicia Dam (SFD) were maintained at 20 cubic feet per second (cfs), for the month of February, as per the Water Release and Ramping Rate Implementation Plan for lower Piru Creek.
    - Staff performed First Check inspections for Earthquakes on February 11<sup>th</sup> and 14<sup>th</sup>.
  - **Freeman Diversion, Saticoy, and El Rio Recharge Facilities**
    - Flows at the Freeman Diversion averaged 31 cfs for the month of February, with 24 cfs of surface water being diverted on March 1, 2022.
    - During the month of February, 0 AF of surface water deliveries were made to the Saticoy Recharge Facility.
-

**Agenda Item: 4.1 Monthly Operations and Maintenance Department Report –  
Information Item**

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- During the month of February, 807 AF of surface water deliveries were made to the El Rio Recharge Facility.
- Static water levels (distance of water from the well pad to the water table):

	<b>2022</b>	<b>2021</b>	<b>2020</b>
Saticoy	112'	123'	113'
El Rio	126.4'	115.6'	112.5'
PTP	104' - 145'	100' - 132'	97' - 138'

- **Noble/Rose/Ferro Basins**
  - 0 AF of surface water was delivered to the Noble & Rose basins during February.
- **Oxnard-Hueneme (OH) Delivery System**
  - OH Wellfield #19 regulatory compliance responsibilities completed, production capacity 5.5 cubic feet per second with 3 mg/L nitrate water.
  - Staff upgraded OH Well #12 check-valve.
- **Pleasant Valley County Water District (PVCWD)**
  - During the month of February PVCWD received 304 AF of surface water from United and PVCWD continued to receive surface water from the Conejo Creek Project and received some highly treated recycled water from the City of Oxnard's Advanced Water Purification Facility (AWPF).
- **Pumping Trough Pipeline (PTP)**
  - During the month of February PTP system demand was met with a combination of surface water from the Freeman Diversion and PTP wells.
  - Staff upgraded PTP Well #1 electromagnetic flow meter to Endress Hauser.
  - Staff assisted contractor Travis Ag with contractor with emergency repairs to turnout #112 on Wolf Road.
- **Instrumentation**
  - Staff installed new construction site camera for FeMn treatment plant.
  - Staff assisted with the startup, testing, and commissioning of grant funded OH Wellfield Emergency generator.
  - Staff completed El Rio Booster Plant SCADA server migration.
  - Instrumentation staff upgraded El Rio Booster Plant OH mainline meter programmable logic controller.
- **Lake Piru Water System**
  - All chlorine residuals and turbidity readings for the drinking water system were within proper ranges for the month of February.

**Agenda Item: 4.1 Monthly Operations and Maintenance Department Report –  
Information Item**

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- Monthly pH, turbidity and coliform samples were obtained for Lake Piru, as part of the Long Term 2 Enhanced Surface Water Treatment Rule compliance monitoring.

**3. Operations and Maintenance Projects Update**

- Iron and Manganese grant funded project is progressing at El Rio Booster Plant.

**4. Other Operations and Maintenance Activities**

- The Santa Felicia Dam Emergency Action Plan sirens located in Piru were exercised on February 3, 2021.
- On February 16, 2022 staff attended the Santa Paula Chamber of Commerce board meeting remotely.
- The monthly inspection of Santa Felicia Dam was performed.
- Monthly bacteria samples were obtained for the PTP system.
- Monthly meter readings were obtained for the OH, PTP, and PV Pipelines.
- Completed and electronically transmitted the monthly OH Pipeline report to the State Water Resources Control Board Division of Drinking Water.
- Static water levels were obtained for all El Rio, Saticoy, and PTP wells.
- Weed abatement continued throughout the District.
- Action priority update biweekly meetings for operations staff were continued.

**5. Safety and Training**

- During the month of February, approximately 3100 hours of work, within the O & M department, were performed with no reportable accidents. The department's YTD safety record is 1 recordable injury.
- One Safety Meeting was conducted via Microsoft Teams to maximize social distancing considering COVID-19. One safety video was provided to staff entitled *Safety Glasses Impact Test | ANSI Z87 VS Nail Gun, Wrench, and Dust by Ally Safety*. The primary objective was to provide awareness of eye safety. AWWA safety handout entitled on "Eyes on Safety" was briefed to staff. The purpose was to emphasize the importance of eye safety, especially regarding hazards posed by welding and chemicals. O&M staff also completed a confined space refresher training hosted on site.
- Tailgate safety meetings were conducted at all individual O&M field locations and the topics included refresher training on equipment used at the various O&M locations. The online Target Safety assignments for January was "Water Industry Eye Safety." A COVID-19 situational update was also briefed to staff.

Attachments: A - Operations Log for February

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## OPERATIONS LOG v 3/1/22

DATE	SANTA FELICIA DAM								FREEMAN DIVERSION**					RECHARGE				IRRIGATION						O-H		
	SFD El.	Stor.	Surface	Evap.	Inflow Balance	Outflow USGS	Hydro	Rain 106E	River	Diverted	Fish*** Facility	Bypass Channel	Crest	El Rio	Saticoy Facility		Noble/ Rose	Piru	T.I.D.	P.T.P.	PVCWD		L.P.	Saticoy Wells	Total	Cl2
	Ft.	A/F	Acres	Inches	Av. CFS	Av. CFS	Kw	Inches	Av. CFS	Av. CFS	Av. CFS	Av. CFS	Av. CFS	Av. CFS	Misc CFSI	Weir CFS	Av. CFS	Av. CFS	A/F	A/F	A/F	%	A/F	A/F	A/F	Lbs.
A/F*		19175			7,285	2,351		12.88	26,329	9,182	1,784	3,473		5,122	3424		0	0.0	557	340	253		0.0	0	5,151	39,448
2/1/22	985.80	19181	557.50	0.048	22	18.8	0	0.00	48	48	0	0	0	30.5	7	0	0	0.0	20.9	11.3	9.6	0.10	0.0	0.0	29.5	256
2/2/22	985.53	19031	555.30	0.133	-53	20.8	0	0.00	45	45	0	0	0	23.79	5	0	0	0.0	30.9	15.3	15.6	0.18	0.0	0.0	28.0	235
2/3/22	985.73	19142	556.90	0.164	79	20.7	0	0.00	43	43	0	0	0	20.36	5	0	0	0.0	33.9	20.8	13.1	0.15	0.0	0.0	31.7	266
2/4/22	985.72	19136	556.80	0.118	19	20.7	0	0.00	40	40	0	0	0	22.04	1	0	0	0.0	31.7	17.0	14.7	0.19	0.0	0.0	33.9	297
2/5/22	985.66	19103	556.30	0.194	6	20.8	0	0.00	40	40	0	0	0	17.6	6	0	0	0.0	30.7	17.8	12.9	0.16	0.0	0.0	32.0	267
2/6/22	985.64	19092	556.20	0.102	16	20.8	0	0.00	39	39	0	0	0	22.62	4	0	0	0.0	24.7	7.0	17.7	0.23	0.0	0.0	28.6	235
2/7/22	985.59	19064	555.80	0.126	8	20.6	0	0.00	38	38	0	0	0	18.09	4	0	0	0.0	30.8	18.9	11.9	0.16	0.0	0.0	30.1	246
2/8/22	985.56	19047	555.50	0.128	13	20.5	0	0.00	36	36	0	0	0	16.38	6	0	0	0.0	27.6	21.3	6.3	0.09	0.0	0.0	31.2	275
2/9/22	985.53	19031	555.30	0.129	14	20.5	0	0.00	35	35	0	0	0	12.55	8	0	0	0.0	28.2	25.1	3.1	0.05	0.0	0.0	31.3	255
2/10/22	985.49	19009	555.00	0.130	11	20.5	0	0.00	30	30	0	0	0	0	30	0	0	0.0	0.5	0.6	0.0	0.00	0.0	0.0	17.3	266
2/11/22	985.48	19003	554.90	0.107	19	20.6	0	0.00	29	29	0	0	0	12.11	-10	0	0	0.0	54.5	49.4	5.1	0.09	0.0	0.0	46.5	295
2/12/22	985.43	18975	554.50	0.126	8	20.6	0	0.00	28	28	0	0	0	12.49	4	0	0	0.0	23.0	19.3	3.7	0.07	0.0	0.0	44.1	369
2/13/22	985.41	18964	554.30	0.126	17	20.7	0	0.00	30	30	0	0	0	19.99	4	0	0	0.0	12.4	4.6	7.8	0.13	0.0	0.0	33.9	291
2/14/22	985.37	18942	554.00	0.115	11	20.7	0	0.00	31	31	0	0	0	16.93	3	0	0	0.0	22.1	18.2	3.9	0.06	0.0	0.0	34.1	275
2/15/22	985.35	18931	553.80	0.130	17	20.7	0	0.00	29	29	0	0	0	15.98	2	0	0	0.0	21.2	18.1	3.1	0.05	0.0	0.0	37.2	309
2/16/22	985.33	18920	553.70	0.103	16	20.7	0	0.10	27	27	0	0	0	12.3	3	0	0	0.0	22.8	19.3	3.5	0.07	0.0	0.0	35.8	286
2/17/22	985.30	18904	553.40	0.127	14	20.7	0	0.00	24	24	0	0	0	10.55	3	0	0	0.0	20.6	16.7	3.9	0.08	0.0	0.0	39.9	326
2/18/22	985.25	18876	553.00	0.014	7	20.7	0	0.00	24	24	0	0	0	8.32	3	0	0	0.0	23.7	20.6	3.1	0.07	0.0	0.0	37.5	306
2/19/22	985.22	18860	552.80	0.122	14	20.7	0	0.00	24	24	0	0	0	9.76	3	0	0	0.0	22.0	19.1	2.9	0.06	0.0	0.0	43.9	354
2/20/22	985.19	18843	552.50	0.120	14	20.7	0	0.00	28	28	0	0	0	16.28	4	0	0	0.0	13.9	7.9	6.0	0.11	0.0	0.0	37.0	303
2/21/22	985.16	18827	552.30	0.126	14	20.7	0	0.00	28	28	0	0	0	16.43	2	0	0	0.0	19.1	21.0	0.0	0.00	0.0	0.0	43.3	335
2/22/22	985.10	18793	551.80	0.083	4	20.7	0	0.00	27	27	0	0	0	12.69	3	0	0	0.0	21.7	17.4	4.3	0.08	0.0	0.0	43.1	342
2/23/22	985.06	18772	551.50	0.131	12	20.7	0	0.00	25	25	0	0	0	8.74	3	0	0	0.0	26.2	25.2	1.0	0.02	0.0	0.0	41.6	347
2/24/22	985.03	18755	551.30	0.128	14	20.7	0	0.00	23	23	0	0	0	8.06	4	0	0	0.0	20.7	18.5	2.2	0.05	0.0	0.0	41.0	316
2/25/22	985.00	18739	551.00	0.094	14	20.7	0	0.00	22	22	0	0	0	4.86	4	0	0	0.0	24.3	24.6	0.0	0.00	0.0	0.0	35.3	301
2/26/22	984.97	18722	550.80	0.110	13	20.7	0	0.00	22	22	0	0	0	10.28	2	0	0	0.0	18.2	17.6	0.6	0.01	0.0	0.0	34.2	291
2/27/22	984.92	18695	550.40	0.140	9	20.6	0	0.00	23	23	0	0	0	14.45	5	0	0	0.0	6.2	8.1	0.0	0.00	0.0	0.0	30.9	241
2/28/22	984.88	18673	550.10	0.145	11	20.6	0	0.00	24	24	0	0	0	13.33	0	0	0	0.0	21.1	26.7	0.0	0.00	0.0	0.0	38.9	322
TOTAL CFS					362	577		0.10	860	860	0	0	0	407	122	0	0	0.0								
AVERAGE CFS					13	21			31	31	0	0	0	15	4	0	0	0.0								
TOTAL A/F					717	1142			1702	1702	0	0	0	807	241	0	0	0.0	654	507	156		0	0.0	992	8207
MONTHLY REVENUE TO DATE (approx.)							\$0	K																		
AVERAGE A/F					26	41			61	61	0	0	0	29	9	0	0	0.0	23	18	6	8%	0	0.0	35	293
WATER YEAR TOTALS A/F					8,002	3,493		12.98	28,030	10,884	1,784	3,473	0	5,929	3,665		0	0.0	1,211	847	409		0	0	6,143	47,655
* Input total A/F previous month																										
** Daily averages imported from Ranch Systems																										
*** Fish facility flows include Denil fishladder, aux pipe and smolt bypass pipe																										
I Includes Ponds A, C, E, and I overflows, temporary storage in the desilting basin and Pond B, JLB diversions, losses between meters. Negatives mean prior storage from pond B or desilting basin is discharging to other metered sources.																										



### **Staff Report**

**To:** UWCD Board of Directors

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

**From:** Clayton W. Strahan, Chief Park Ranger

**Date:** February 23, 2022 (March 9, 2022 meeting)

**Agenda Item:** 4.2 Monthly Park and Recreation Department Report  
**Information item**

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#### **Staff Recommendation:**

The Board will receive and file this staff report from the Parks and Recreation Department regarding its activities for the month of February 2022.

#### **Discussion:**

In February, Recreation personnel continued with campus beautification efforts to improve and maintain the park, all ultimately aimed at providing excellent service to our guests. Unfortunately, very little rain was received in February, but staff remains hopeful that we will receive additional rain before the peak season begins. Work campers continued with significant off-season maintenance tasks to include cleaning and painting picnic tables throughout the Recreation Area, re-painting space numbers on asphalt and painting fire rings. Rangers began the process of discing and clearing firebreaks as well as spraying herbicide to prevent weed growth. Staff continued cleanup work in the marina and dry storage area in anticipation of the arrival of boat concessions Tommy's Marine who is slated to start March 15. Staff is looking forward to working closely with Tommy's over the coming months to provide rental boat services to our guests this summer and the District's anticipates a sizeable offset in additional revenue because of the new agreement. Additionally, staff spent time working with the Engineering Department to initiate the entry kiosk rehabilitation project. The project is set for a full remodel of the facility and is expected to be completed before the beginning of the busy season. Lastly, staff initiated and executed an agreement with Fence Works to replace all seven hundred and twenty feet of fence in the Olive Grove campground which separates the campground and residence row area. The former six-foot fence was replaced with an eight-foot fence with privacy screening and additional gates to allow work campers access to and from the residence area to the campground much more easily. In sum, we continue to make progress to improve the Recreation Area and look forward to the busy months ahead.

Note – this report contains several tasks and incidents that occurred during the month of January after the filing of the previous staff report and are included here to ensure the Board is fully informed of activities at the Recreation Area.

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**1. Staff Tasks and Activity Highlights**

- **January 30, February 2:** Staff continued efforts to clean up and rehab the dry storage and shop facility in preparation for the arrival of Tommy's Marine in March. This included disposal of rubbish left behind from PMC and working with dry storage renters to clean up their rented spaces.
- **January 30:** Staff performed quarterly maintenance on the buoys and floats on the lake. These efforts included adjusting moorings and brushing the buoys so that their visibility remains sufficient to the boating public.
- **February:** Staff spent a great deal of time during the first half of the month preparing the Fiscal Year 2022/2023 Recreation Division Annual budget which was submitted on February 11 to the finance division for consideration as part of the draft budget request.
- **February 1:** Staff installed boulders around the Juan Fernandez Launch Facility gate to prevent unauthorized vehicle access.
- **February 2:** Staff conducted several remote patrols of the Santa Clara Riverbed in an around Saticoy. Ultimately staff contacted several homeless encampments as the District's homeless liaison officers and provided those individuals with the appropriate notices to vacate the area while also offering them resources for services available to them.
- **February 3:** Staff painted signs around the Recreation Area to provide a more professional appearance for our guests, while also placing an order for a total of 20 standard traffic/directional signs and 10 custom signs to improve signage in the park.
- **February 4:** Staff performed significant road maintenance tasks by clearing a sizeable rockslide from an access path to infrastructure at the Recreation Area.
- **February 5:** Staff contracted with Waterworks plumbing to replace the hot water heater in the upper restroom located in the Olive Grove Campground after it failed. The plumbing labor and equipment were provided by Waterworks, while the electrical work was performed in house by Operations and Maintenance staff. Additionally, Waterworks replaced the mixing valve in the lower restrooms water heater while on site.
- **February 14:** Staff purchased and installed a 60-gallon diesel transfer tank on the park's utility trailer to provide refueling capabilities for the new tractor at the Recreation Area.
- **February 13, 15, 17:** Staff disced and cleared firebreaks around the Recreation Area to ensure compliance with county fire regulations.
- **February 18:** Staff performed quarterly herbicide application efforts throughout the park to aid in noxious weed management efforts.
- **February 23:** Staff began picnic table rehabilitation efforts. These efforts including replacing damaged or missing hardware and replacing broken and or damaged bench/table lumber. This effort, conducted annually, is a labor-intensive task and requires involvement from all the recreation department staff.

**2. Staff Training/Meetings/Events**

- **Weekly throughout January:** Intra-departmental staff meetings were held to communicate tasks and updates.
  - **February 7-11:** Ranger Witman completed Inland Boat Operator training from the California Department of Boating and Waterway at Lake Havasu. Training covered slow
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and high-speed maneuvering, trailering, boating law, accident investigations, boating under the influence, and towing.

- **February 9-10:** Chief Strahan completed a Crisis Communication training hosted by California Special Districts Association. This training not only prepares him for his duties as a Public Information Office at the lake during emergency events but helps to offset the District insurance rates with SDRMA.
- **February 11:** Chief Strahan completed ICS-100: Incident Command System certification through FEMA's Emergency Command Institute.
- **February 16:** Staff met with Engineering and contractors for a site walk on the renovation of the entry kiosk.
- **February 16:** Staff participated in the monthly District safety meeting.
- **Throughout February:** Staff held meetings to continue and finalize the Lake Piru Recreation Area Facilities Improvement Plan.
- **February 22 & 23:** Staff held interviews for seasonal Park Ranger assistance positions within the park to address staffing needs for the 2022 summer season.
- **February 22 & 23:** Staff hosted internal training and online training for the mysites.com point of sale training for new hires, including the new Reservation Coordinator position at the lake.

### 3. Revenue and Visitation Recap

2022 Day Use Revenue Recap and Comparison	
2022 Day Use Revenue (Jan. 1 – Feb. 20)	\$25,589.90
2021 Day Use Revenue (Jan. 1 – Feb. 28)	\$15,055.50
Total Revenue Increase/Decrease from Prior Year	\$10,534.40
Annual Increase/Decrease in %	69%
2022 Camping Revenue Recap and Comparison	
2022 Camping Revenue (Jan. 1 – Feb. 20)	\$63,872.80
2021 Camping Revenue (Jan. 1 – Feb. 28)	\$14,403.00
Total Revenue Increase/Decrease from Prior Year	\$49,469.80
Annual Increase in %	343%
Current and Previous Year Comparison (2021 vs. 2022)	
2022 Combined Revenue (Jan. 1 – Feb. 20)	\$89,462.70
2021 Combined Revenue (Jan. 1 - Feb. 28)	\$29,458.50
Annual Increase in %	203%

\*\*\* It should be noted that 2019 was one of the highest revenue years in the history of the park. 2022 is on pace to exceed the 2019 day-use and camping figures.

2022 Total Visitation Figures				
Month	# Nights/Sites	# People	# Vehicles	# Vessels
January	153	1,450	822	155
February	203	1,372	685	155
<b>Total</b>	<b>356</b>	<b>2,822</b>	<b>1,507</b>	<b>310</b>

**4. Incidents/Arrests/Medicals**

Rangers responded to zero incidents of note during February aside from providing minor first aid.

**5. Citations/Enforcement Summary**

Throughout February, zero citations were issued.

It should be noted that numerous other enforcement contacts were made for violations of District Ordinances, however, as it is the district's goal to use education as a means for compliance in most cases, Park Rangers used these incidents as an opportunity to educate the guests via a verbal warning. Citations are typically issued as a last resort when the violation is egregious or voluntary compliance cannot be obtained.

**6. Grants**

Nothing new to report.

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### **Staff Report**

**To:** UWCD Board of Directors

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

**From:** Maryam Bral, Chief Engineer  
Dan Detmer, Water Resources Manager

**Date:** March 1, 2022 (March 9, 2022 Meeting)

**Agenda Item:** 4.3 Monthly Water Resources Department Report  
**Information Item**

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#### **Staff Recommendation:**

The Board will receive and file this summary report on various Water Resources Department activities.

#### **Discussion:**

#### **Staff Activities**

In addition to the Department's routine, ongoing groundwater monitoring and reporting programs and its support of Groundwater Sustainability Agencies (summarized in a separate staff report), notable efforts and activities conducted by staff during the past month included the following:

- Groundwater Modeling:
    - Staff has converted the 2018 version of the groundwater flow model (Coastal Plain Model) to a new software version MODFLOW-USG-Transport that allows for the simulation of salinity and water density changes associated with seawater intrusion in the coastal areas surrounding Point Mugu and Port Hueneme. Staff used the new model to simulate various extraction barrier scenarios near Point Mugu as part of a feasibility study for the Extraction Barrier and Brackish Water Treatment Project. That work was funded by a Prop 1 Round 2 grant. The model is also being used to estimate the inland extent of chloride impacts in the primary production aquifers of the Oxnard basin. Staff is working to update the Coastal Plain Model to include the years 2016-2019.
    - Staff continue to model alternatives for integrating (optimizing) new and existing water-supply and conjunctive-use projects to increase sustainable yield and provide sufficient water to meet current and future water demands in the Oxnard and Pleasant Valley (OPV) basins, which are classified as "critically overdrafted" by CA Department of Water Resources. This effort incorporates both surface-water-distribution modeling and groundwater modeling to evaluate different combinations of
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**Agenda Item: 4.3 Monthly Water Resources Department Report**  
**Information Item**

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water-supply and conveyance infrastructure to maximize sustainability, resiliency, and environmental benefits while keeping potential project costs reasonable.

Staff have updated simulated extraction-well locations and pumping rates in the basin-wide optimization model to maintain consistency with simulated locations selected during the Prop 1, Round 2 grant modeling described above. In addition, the optimization modeling has been updated to incorporate United's new understanding of the inland extent of seawater intrusion in each aquifer near the coast. To date, scenarios that assume construction of a 10,000 AF/yr extraction barrier have been modeled (as requested by the FCGMA's *ad hoc* Stakeholder Projects Committee). Currently, scenarios assuming a 20,000 AF/yr extraction barrier are being developed and simulated.

- Staff continue to help the Environmental Services Department (ESD) evaluate effects of existing and potential future surface water flow conditions at the Freeman Diversion.
  - Staff are assisting Environmental Services and Engineering Departments in evaluating fish passage design modifications under consideration for United's Habitat Conservation Plan (HCP), including assisting with physical modeling efforts at the Bureau of Reclamation's facility in Denver.
- Staff continue to assist with planning and coordination for the purchase and release of Table A water and supplemental State Water Project water acquired from City of San Buenaventura and other parties.
- Staff continue to collaborate with the Engineering Department to develop, design, and implement a portfolio of new or improved water-supply projects within the District's service area. The collaborative effort is currently focused on refining the conceptual design of water-supply projects and new conveyance systems so that they yield the best value in terms of sustainable yield for the groundwater basins in United's service area.
  - Staff continue to evaluate conveyance alternatives (for treated water from the Extraction Barrier and Brackish Water Treatment Project [EBB Water]), the potential benefits of pumping optimization scenarios, and other options to achieve sustainability in the OPV basins.
  - Staff assisted with development of site layouts and construction planning for extraction and monitoring wells to be included as Phase 1 of the EBB Water project.
  - Staff assisted with submittal of SGM Grant application materials to the FCGMA for approximately \$6 million in financial aid for the Ferro-Rose Artificial Recharge, Laguna Road Recycled Water Interconnection, and Phase 1 EBB Water projects.

**Outreach and Educational Activities:**

- Staff continue to participate in meetings or phone calls with the FCGMA, State and local government representatives, and other stakeholders to provide information regarding sustainability issues and water-supply projects, as requested.

**Agenda Item: 4.3 Monthly Water Resources Department Report**  
**Information Item**

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- Staff gave a presentation titled “Update On Water Supply And Demand Trends in the Oxnard and Pleasant Valley (OPV) Basins” to the AWA-Ventura County Water Issues Committee at their February 15 meeting.
- Staff gave a presentation titled “A Path to Achieving Water-Supply Sustainability in the OPV Basins before 2030, without Ramp Downs” to the Fox Canyon Groundwater Management Agency’s Board of Directors at their February 23 meeting.
- Staff attended a GRAC Webinar titled “SGMA Implementation: Using an Integrated Hydrologic Model to “Monitor” and Manage Stream Depletion Due to Groundwater Pumping.”



### **Staff Report**

**To:** UWCD Board of Directors

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

**From:** Maryam Bral, Chief Engineer  
Dan Detmer, Water Resources Manager

**Date:** March 1, 2022 (March 9, 2022 Meeting)

**Agenda Item:** 4.4 Update on Groundwater Sustainability Agencies (GSAs) and Sustainable Groundwater Management Act (SGMA)  
**Information Item**

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#### **Staff Recommendation:**

The Board will receive and file a summary report on the monthly activities of the three local Groundwater Sustainability Agencies (Fox Canyon Groundwater Management Agency, Fillmore and Piru Basins GSA, and Mound Basin GSA), for which District board members serve as member directors, and the Santa Paula basin (adjudicated) Technical Advisory Committee, for which District staff serve as members. Staff may also report on state-wide issues related to the implementation of the Sustainable Groundwater Management Act of 2014.

#### **Discussion:**

##### **Fox Canyon Groundwater Management Agency (FCGMA)**

Staff continue to monitor and, where appropriate, participate in the FCGMA's groundwater sustainability planning and implementation efforts in the Oxnard, Pleasant Valley, and Las Posas Valley basins. United staff continue to meet periodically with FCGMA staff to develop analyses of benefits and impacts of water-supply projects and different variations of those projects in support of developing a sustainable, resilient water-supply portfolio for the service areas of both agencies.

In February, staff from United and other water agencies in the Oxnard and Pleasant Valley basins assisted the FCGMA's effort to finalize and submit project proposals to include in the California Department of Water Resources' (DWR) Sustainable Groundwater Management (SGM) Grant Program, with \$7.6 million reserved for each critically overdrafted (COD) basin. The Oxnard and Pleasant Valley basins are COD basins. Grant funding can be used for project planning, design, and implementation activities. It is our understanding that the FCGMA submitted the proposal by

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**Agenda Item: 4.4 Update on Groundwater Sustainability Agencies (GSAs) and Sustainable Groundwater Management Act (SGMA)**  
**Information Item**

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the February 28, 2022, deadline, with a recommendation to provide approximately \$6.5 million in funding for three United projects, including:

- Ferro-Rose Artificial Recharge of Groundwater
- Laguna Road Recycled Water Interconnection
- Monitoring Well Construction and Design of Extraction Barrier and Brackish Water Treatment (EBB Water).

Also in February, staff attended meetings with City of Oxnard representatives to discuss results of modeling potential recycled water credit recovery pumping alternatives under consideration by the City. Specifically, the modeling was conducted to forecast potential effects on groundwater elevations and flow rates in selected areas of the Oxnard basin. It is expected that staff will meet with representatives from the City and FCGMA in the near future to further discuss the modeling results.

United staff also attended and, where appropriate, contributed to FCGMA Board and Committee meetings, as follows:

*Board of Directors meetings* – The FCGMA Board held a special meeting on January 5. The main topic of discussion during the closed session was existing litigation with the Las Posas Valley Water Rights Coalition.

The FCGMA Board held its regular meeting on February 23 at 1:30 pm. Notable topics included:

- The Board adopted amended Resolution No. 2020-03 delegating authority to the Executive Officer to adjust prescribed civil penalties for certain non-reporting violations of owners or operators applying for extraction allocation founded on those non-reported extractions based on factors set forth in the Resolution.
- The Board received a report on the agency's budget performance through the second quarter of Fiscal Year 2021-2022.
- A presentation by United staff, John Lindquist, entitled *Path to achieving water-supply sustainability in the OPV basins before 2030, without ramp downs*.

*OPV Variance Review Committee meeting* – There were no committee meetings in January.

*OPV Projects Committee meeting* – There were no committee meetings in February.

*Fiscal Committee meeting* – The FCGMA Fiscal Committee has not met since May 18, 2021.

*Operations Committee meeting* – The FCGMA Operations Committee has not met since May 19, 2021.

The Legal *Ad Hoc* Committee of the OPV Core Stakeholder Group has not met since June 11, 2021. Discussions by this committee are subject to a non-disclosure agreement.



**Agenda Item: 4.4 Update on Groundwater Sustainability Agencies (GSAs) and Sustainable Groundwater Management Act (SGMA) Information Item**

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**Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA)**

Staff continue to participate in FPBGSA activities supporting SGMA compliance and GSP preparation for the Fillmore and Piru basins, as follows:

*Board of Directors meetings* – The FPBGSA held a regular Board meeting on February 17. Notable topics included:

- The Board considered potential development of an Agency Governmental Advocacy Platform which includes topics related to water supply, water use efficiency, water quality, land use and funding.

The next regular FPBGSA Board meeting is scheduled for March 17 at 5:00 pm.

*GSP preparation* – The FBBGSA submitted Final GSPs for the Fillmore and Piru basins and provided supporting materials to the DWR web portal as required by the January 31, 2022 deadline. Staff met with representatives from the Sespe Cienega site to discuss ways the agency can potentially support restoration efforts, especially during periods of drought.

*Data Resources* - A web-based data management and mapping system that includes well construction information and available water level and water quality records for wells within the Piru and Fillmore basins remains available on the agency website, as are numerous technical references relating to the basins and development of the GSPs.

*New Monitoring Wells* – Staff is helping coordinate land access agreements with area landowners in opportune locations for new monitoring wells funded by a DWR Technical Support Services (TSS) grant. Staff is assisting with the preparation of a monitoring plan and other grant submittal documents as part of the TSS grant agreement with DWR.

**Mound Basin Groundwater Sustainability Agency (MBGSA)**

Staff continue to participate in MBGSA activities supporting SGMA compliance and GSP implementation for the Mound basin, as follows:

*Board of Directors meetings*

The regular Board meeting scheduled for February 17 was cancelled.

The next regular MBGSA Board meeting is scheduled for March 17, at 1:00 pm.

*GSP implementation* – The MBGSA submitted the Final GSP and provided supporting materials to the DWR web portal as required by the deadline January 31, 2022. United staff assisted the MBGSA with preparation of the first annual GSP update report, due April 1, 2022. Staff has agreed to instrument a few existing monitoring wells in the vicinity of the Santa Clara River estuary with pressure transducers to better document surface water-groundwater interaction in that vicinity.

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**Agenda Item: 4.4 Update on Groundwater Sustainability Agencies (GSAs) and Sustainable Groundwater Management Act (SGMA)**  
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**Santa Paula Basin Technical Advisory Committee (TAC)**

Staff continue to participate in the Santa Paula basin TAC in support of the Santa Paula Basin Judgment and in conformance with SGMA reporting requirements for adjudicated basins, as follows:

- Staff worked with the TAC to finalize the 2020 Annual Report of groundwater conditions within the Santa Paula Basin adjudicated area and submit the report to the court and to DWR.



### **Staff Report**

**To:** UWCD Board of Directors

**Through:** Mauricio E. Guardado, Jr., General Manager  
Anthony A. Emmert, Assistant General Manager

**From:** Josh Perez, Chief Human Resources Officer  
Brian Zahn, Chief Financial Officer  
Zachary Plummer, Technology Systems Manager  
Tony Huynh, Safety and Security Program Coordinator  
Kris Sofley, Executive Assistant/Clerk of the Board

**Date:** February 10, 2022 (March 9, 2022, meeting)

**Agenda Item:** **4.5 Monthly Administrative Services Department Report**  
**Information Item**

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#### **Staff Recommendation:**

The Board will receive and file a summary report on the monthly activities of the Administrative Services Department for the month of February 2022.

#### **Discussion:**

##### **Finance**

- Met with department managers to review their FY 22-23 Budget templates and preliminary requests. Staff is working to combine requests into a FY 2022-23 draft Budget.
- Received and processed large volumes of groundwater statements.

##### **Administrative**

- Provided administrative assistance for drafting, finalizing, and distributing/posting materials for the UWCD's Executive Committee, Recreation Committee, Engineering and Operations Committee, and Finance and Audit Committee meetings as well as a Special UWCD Board Meeting and the regular UWCD Board meeting in February.
  - Provided administrative assistance for drafting, finalizing, and distributing/posting materials for the Fillmore and Piru Basins Groundwater Sustainability Agency's Board meeting in February.
  - Provided support to outreach effort and document preparation for the District's comments and testimony as well as ACWA coalition efforts in response to the CalTrout CESA listing petition submitted to the California Fish and Game Commission for consideration at its February 17 meeting.
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- Prepared and distributed news release for the Special “ceremonial” Board meeting on February 28 – “groundbreaking” ceremony for the Iron and Manganese Treatment project at the District’s El Rio facility.

**Human Resources**

- Finalizing the 2022 SDRMA Annual Renewal Questionnaire submission due on March 1<sup>st</sup> of the current year.
- Successful onboarding for following position:
  - Environmental Services Field Assistant (Hanna Rueter)
- Working on recruitments for following positions:
  - Technology Systems Specialist/Senior Technology Systems Specialist (interviews held on 2/15, 2/16 and 2/17)
  - Seasonal Park Ranger Assistant (close date 2/25)
  - Controls Systems Supervisor (close date 2/25)
- Processed promotion paperwork for following position:
  - Environmental Services Field Technician (Robyn Gorecki)
- Continue to work with Recreation Department to fill Volunteer Camp Host positions in preparation of upcoming annual season.

**Safety and Risk Management**

- Developed—in partnership with O&M—an excavator field exam checklist/evaluation.
- Coordinated the completion of Confined Space Refresher training for O&M staff and GIS analyst.
- Completed annual Confined Space Permit review at Santa Felicia Dam.
- Coordinated Narcan (Naloxone) training for Park Ranger staff to enhance Public Safety-First Aid capabilities.
- Updated COVID-19 Prevention Program Plan to reflect changes in state and local guidance.
- Provided COVID-19 updates and training on eye safety at monthly safety meeting.
- Arranged the completion and walk-through of annual fire sprinkler inspection, as required by the City of Oxnard.
- Troubleshooted Security Cameras at Lake Piru Kiosk candidates.
- Participated in career selection panel of Tech Systems Specialist position.
- Completed CSDA live virtual training (webinar) on Tools for Workplace Violence De-escalation.
- Evaluated and initiated procurement of quantitative fit testing device
  - This capability provides long term cost-savings through eliminating reliance upon external vendors and enhances operational flexibility as well as leveraging best-in class technology to provide fit testing resources administered and controlled by District personnel.

**Technology Systems**

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- Server migration to new servers is continuing to progress towards final completion. Some ancillary punch list items to complete, but primary and secondary migrations have been completed successfully.
- Participated in selection of Technology Systems Specialist position.
- Backup system initiated and competed; next action will be integration to Cloud-based server product.
- Began initial review of 24-hour specialized monitoring service providers for Operational Technology Environment.
- Continued with computer refreshments for several departments deploying newly received devices.
- Provided audio/visual support to February Committee and Board meetings.



### **Staff Report**

**To:** UWCD Board of Directors

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

**From:** Maryam A. Bral, Chief Engineer  
Craig A. Morgan, Engineering Manager  
Robert J. Richardson, Senior Engineer  
Michel Kadah, Engineer  
Adrian Quiroz, Associate Engineer  
Erik Zvirbulis, GIS Analyst

**Date:** March 1, 2022 (March 9, 2022 meeting)

**Agenda Item:** 4.6 Monthly Engineering Department Report  
**Information item**

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#### **Staff Recommendation:**

The Board will receive and file this summary report on the monthly activities of the Engineering Department for the month of February 2022.

#### **Discussion:**

##### 1. Santa Felicia Dam Safety Improvement Projects

- Spillway Improvement Project
  - The 30% design phase activities continued during the month of February. Staff attended the bi-weekly progress meetings discussing the design progress with GEI Consultants (GEI).
  - Staff submitted two response letters to the Federal Energy Regulatory Commission (FERC) on February 10 and February 24 regarding the 2021 spillway seepage incident reporting and the proposed plan and schedule for the Interim Risk Reduction Measures (IRRM) for the Santa Felicia Dam Safety Improvement project, respectively. The District will continue monitoring the seepage incident area during the SFD monthly inspections and after significant storm events. United is planning to evaluate the feasibility of a Contingency Plan. If deemed practical, United will prepare and submit the Contingency Plan to FERC no later than September 30, 2022.
  - On February 3, Engineering and Water Resources Staff met with GEI to discuss the spillway hydrology risk analysis. This analysis is to estimate the risk of spilling during spillway construction with the reservoir lowered to about El 950.
- Outlet Works Improvement Project
  - The above updates reported for the Spillway Improvement Project are also applicable to the Outlet Works Improvement Project.

#### 4.6 Monthly Engineering Department Report Information Item

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- Staff began the review of the Downstream Control Facility (DCF) Removable Roof Alternatives Technical Memorandum (TM) and the DCF Passive Aerator TM.
  - Staff is planning a tour of the San Vicente and Olivenhain dams in March. The fish screen systems at both dams are comparable to the proposed fish screens for the new sloped intake facility. The purpose of the tour is to visit the fish screens and discuss the operation and maintenance needs of the fish screens with Staff from the City of San Diego and San Diego Water Authority.
  - FERC License Amendment Application and NEPA Documentation
    - On February 1, using FERC's e-filing system Staff submitted the SFD new release channel 30% design packet to FERC. Other regulatory agencies, including NMFS and CDFW will receive the design documents from FERC. The agencies review comments are expected in March.
    - On February 4, Engineering and ESD Staff met with Catalyst Environmental Solutions (Catalyst) and GEI to discuss NMFS comments on the design criteria of the fish screens for the SFD new intake facility. The agency's comment letter was submitted to FERC on January 27, 2022. Staff met with the consultants on February 18 to discuss the District's draft response letter to FERC. The design of the fish screens is currently at 60% design level.
    - Staff has been working with Mike Swiger with Van Ness Feldman to stay current with FERC's Notice of Inquiry (NOI) regarding Financial Assurance Measures for hydroelectric projects under FERC jurisdiction, such as SFD. The NOI was issued on January 26, 2021 and the public comments were due on March 9, 2021. Engineering and Financial Staff provided comments on the NOI and have continued working with Mike Swiger and ten other public agencies to provide comments to FERC. FERC released a notice of technical conference on January 25, 2022. The technical conference will be led by FERC Staff and is scheduled for April 26, 2022. Three panels are planned for this event with the purpose to discuss whether, and if so, how the Commission should require additional financial assurance mechanisms in the licenses and other authorizations it issues for hydroelectric projects, and to ensure that licensees have the capability to carry out license requirements and, particularly, to maintain their projects in safe condition. The conference is open to the public to attend virtually.
  - Loan and Grant Applications
    - 2021 FEMA HMGP
      - The 2021 FEMA Hazard Mitigation Grant Program (HMGP) provides federal cost share funding and project scoping/ sub-application technical assistance to projects that reduce risk to loss of life and property from natural disasters. On January 7, Staff received a notification from CalOES indicating that the District's Notice of Interest (NOI) for the 2021 FEMA HMGP was accepted and the District was invited to submit a full sub-application for the Santa Felicia Dam Outlet Works Improvement project
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#### **4.6 Monthly Engineering Department Report Information Item**

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(Project) to CalOES by April 8, 2022. The list of projects accepted for the grant awards will be announced by FEMA in 2023. The federal share cost will be \$39 million or 75% of the cost of the Project. The local cost share (non-federal share) of \$13 million or 25% of the Project cost is required to be funded by the sub-applicant.

##### **PrepareCA Match – FEMA HMGP**

- In January 2022, CalOES announced investment in new funding for infrastructure improvements to build community resilience in the areas of the state most susceptible to natural disasters. The goal of the new funding program is to prepare California and to protect the Californians most at risk of fires, floods, earthquakes, and other natural disasters. On February 8, Staff requested CalOES update the approved Notice of Interest (NOI) for the 2020 FEMA HMGP to include the Project in the PrepareCA Match program. CalOES accepted Staff request and the NOI was updated to include the PrepareCA Match. The PrepareCA Match will provide \$85 million in state funding to cover the required 25% local cost share (non-federal share). If approved, the entire cost of the outlet works improvement project currently estimated at \$52 million will be covered by federal and state grant funding programs.
  - On February 24, 2022 – Staff participated in a webinar related to CalOES Subapplication development for structural benefit cost analysis of earthquakes.
  - Staff received and reviewed a proposal from Kennedy Jenks (KJ) to assist the District with the preparation of the sub-application for the 2021 FEMA HMGP which is due to Cal OES on April 8.
  - EPA WIFIA loan application is planned to be submitted in March 2022.
- Santa Felicia Dam Safety
    - Staff has begun planning for the 2022 SFD Vulnerability and Security Assessments. FERC requires these assessments to be conducted on a 5-year basis. Staff has conducted a series of planning meetings to develop a strategy for completing these assessments in 2022. Staff plans to complete a portion of these assessments using in-house resources.
    - Staff has received a proposal from Gannett Fleming, Inc. (GF) for performing the 2022 SFD Owner Dam Safety Program (ODSP) External Audit. FERC requires an external audit of the ODSP on a 5-year basis. As required by FERC, the District must submit the resume of the proposed auditor to FERC for review and approval. District staff submitted the resume of the proposed GF ODSP auditor on January 28, 2022. The external audit will be performed by GF beginning in July 2022. The External ODSP Audit Report will be submitted to FERC by December 31, 2022.
    - The FERC requires an Independent Consultant (IC) to conduct a Part 12D Inspection for SFD on a 5-year basis. In a letter dated May 26, 2021, FERC notified the District that the twelfth Part 12D Independent Consultant's Safety Inspection Report for SFD is due on November 1, 2022. On February 11, 2022, Staff issued a Request for Proposal/Qualifications (RFP/Q) to two (2) consultants for the Independent Consultant
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#### 4.6 Monthly Engineering Department Report Information Item

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for the 2022 SFD Part 12D Inspection. Both consultants confirmed receipt of RFP/Q package and confirmed that they would be submitting a proposal. Proposals are due on March 10, 2022.

- On January 13, Staff received a letter from FERC in response to the 12.10(a) incident report submitted by the District on August 13, 2021 for the seepage incident below the cantilevered section of the spillway chute. FERC requested to update the Dam Safety Surveillance and Monitoring Plan (DSSMP) to include the inspection frequency and inspection procedures for future monitoring of this intermittent seepage location. Staff is planning to update the DSSMP and include it in the 2021 Santa Felicia Dam Supporting Technical Information Document (STID), which will be submitted to FERC by the end of May 2022.
- On January 20, Staff performed field observation for the rocks and debris slide from the adjacent hill along the east side of the spillway east access way around the third weekend in January following the recent rain and wind events. Staff discussed the debris removal plan with the Santa Felicia Dam Operator and is planning to evaluate further the existing wire mesh revetement.
- On February 18, Staff contacted Hi-Tech Rockfall Construction (the contractor who installed the anchored wire mesh for hillside stabilization at the Santa Felicia Dam in 2008) to request a quote for fixing the existing anchors and wire mesh and install additional anchored wire mesh after the recent rockslide at the east side of the spillway access way.

#### 2. Santa Felicia Dam Sediment Management Project

- With the support of SFD O&M staff, four (4) test pits were excavated at the north end of Lake Piru lakebed on February 23, 2022, per the Lake Piru Reservoir Sediment Sampling and Testing Plan (See Figure 1). Test pit depth ranged between 9 – 12 feet. A geologist from Earth Systems Pacific was present to perform the test pit logging. Also on hand was a Recreation staff member performing bio monitoring to ensure the work was conducted per the conditions outlined in the environmental permits. Prior to the work, the Environmental Services Department conducted a nesting bird survey on February 18, 2022. A geotechnical report summarizing the observations of the test pits will be prepared by Earth Systems and submitted to GEI to supplement their Lake Piru Reservoir Sediment Removal Study.

#### 3. Pothole Trailhead Parking Area

- Engineering Staff will participate in the Annual Forest Service Consultation Meeting on March 3 and will provide an update on the status on the public use easements for the Pothole Trailhead and portions of the Pothole Trail that lie on District property.

#### 4. Lake Piru Water Treatment Plant Slope Evaluation

- Construction of the Lake Piru Water Treatment Plant Slope Repair and Drainage Improvement Project was completed on February 4, 2022 (See Figure 2). As-Built were
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#### **4.6 Monthly Engineering Department Report Information Item**

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submitted to the District on February 15, 2022. The District filed Notice of Completion with the Ventura County Clerk Recorder's Office on February 18, 2022.

##### **5. Freeman Diversion Rehabilitation/Fish Passage Facility**

- USBR presented the baseline draft report of the 1:24 scale model of the Hardened Ramp to the agencies.
- Staff visited the University of Iowa to view both the 1:24 and 1:12 scale Vertical Slot physical models.
- Staff, USBR, University of Iowa, Stantec and NHC participate in rotating weekly calls with NMFS and CDFW to provide updates on physical modeling, CFD modeling and design alternations.

##### **6. Iron and Manganese Removal at the El Rio Water Treatment Plant**

- Grants:
  - USBR WaterSMART Drought Response Program (\$300k)
    - i. As of February 22, 2022, the decision from the USBR is still pending on a 6-month time extension.
  - DWR Integrated Regional Water Management (IRWM) Prop 1 (\$2.5M)
    - i. January 7, 2022 - Draft Project Monitoring Plan submitted by Kennedy/Jenks Consultants and is currently under review by District staff.
    - ii. 4<sup>th</sup> Quarterly Progress Report is due at the end of April 2022.
  - DOD OLDCC Defense Community Infrastructure Program (\$4.23M)
    - i. 2<sup>nd</sup> Quarterly Progress Report is due at the end of March 2022 which is currently being prepared by District staff.
- Meetings:
  - Weekly coordination meetings between Staff and the District's construction manager (HDR, Inc.)
  - Weekly construction progress meetings hosted by HDR and attended by GSE Construction, Taft Electric, Kennedy/Jenks Consultants and Staff.
- GSE Construction has submitted approximately 175 out of a total of 328 submittal packages anticipated for the project. HDR and design engineer (Kennedy Jenks Consultants) have provided responses on approximately 146 submittal packages including a requirement to comply with the Buy American Act.
- GSE Construction has submitted approximately 49 Requests for Information (RFI) to date. HDR, KJ and the District have been providing responses.
- GSE Construction completed approximately 98 potholes and rough grading operations in Pond 8.
- GSE Construction advanced construction of the 4-inch HDPE sewer line. Approximately 500 of 1243 linear feet installed.

#### 4.6 Monthly Engineering Department Report Information Item

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- GSE Construction partially completed construction of the Filter Drain Pump Station (See Figure 3)
- GSE Construction started work on the Fe/Mn building. The first activity carried out was the installation of underground electrical and communication conduits (See Figure 4). This work was performed by GSE's subcontractor, Taft Electric.
- Saticoy O&M Staff completed improvements to the Pond 8 Storm Drain Discharge structure (See Figure 5).
- The tentative date for construction completion and implementation is January 3, 2023. A total of four (4) inclement weather days have been counted.
- Projected construction activities for the next few months are:
  - Excavation and installation of the:
    - i. 24" raw water pipeline
    - ii. 20" backwash supply pipeline
    - iii. 20" tank overflow
    - iv. 20" surface wash water/filter to waste
    - v. 8" filter drain
    - vi. 8" recycled wash water
    - vii. 6" and 4" solids line
    - viii. 4" utility water
    - ix. Chemical lines
    - x. Filter drain pump station
  - Installation of building
  - Installation of washwater recovery tank

#### 7. El Rio Well Replacement

- Nothing new to report. Project is completed.

#### 8. OH System Backup Generator at the El Rio Booster Plant

- On February 10, the final functional and acceptance test of the electrical equipment and the generator was successfully conducted by Oilfield Electric (Contractor) (see Figure 6).
  - On February 16, during a job walk with the contractor and construction manager and after review of the final items on the project punch list Staff determined that the construction was completed.
  - A Notice of Completion (NOC) will be issued after receiving the as-built drawings and the transformer warranty letter from the contractor.
  - The CalOES notice of grant compliance assessment was received via a letter from CalOES on February 10. The purpose of a grant compliance assessment by CalOES is to ensure that the project procedures and project execution comply with the FEMA HMGP guidelines. On February 17, Engineering and Finance Staff met with CalOES to discuss the list of
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#### **4.6 Monthly Engineering Department Report Information Item**

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supporting documents requested by CalOES. Staff are in the process of preparing the documents and planning to submit it to Cal OES before the due date on March 14. An informal exit meeting will be held between CalOES and the District to discuss the results of the assessment.

##### **9. PTP Turnout Metering System Improvement**

- Total number of meters installed: 34 of 61 or 55.7% complete. (no change)
- An additional four (4) meter installations are planned by mid-2022.
- Easement acquisition completion: 19 of 42 obtained or 45.2% complete (no change)
- Two (2) owner-signed easements require recording with the County Recorder's office.
- The Board authorized the General Manager to serve as its agent for the execution and acceptance of a modified utility easement deed for select properties (PTP Turnout Nos. 113, 114, 135, 139, 144, 145, 146, 147, 150, 156, 158, and 161) at the January Board meeting (Agenda Item 5.5). Easement acquisition is currently underway.

##### **10. Recycled Water Update – Laguna Road Pipeline Project**

- On February 17, the Professional Service Agreement (PSA) to develop the Preliminary Design Report (PDR) for the PTP Recycled Water connection, Laguna Road Pipeline Project, with Kennedy Jenks (KJ) was fully executed. The Notice to Proceed (NTP) was issued on February 22.
- On February 23, Staff attended the kickoff meeting with KJ. The PDR is scheduled to be completed by August 2022.

##### **11. State Water Project (SWP) Interconnection Pipeline Project**

- The City of Ventura continues to work with Stantec and Calleguas to verify the background data and assumptions utilized in the hydraulic analysis conducted by Stantec. The City will coordinate a meeting with the partner agencies to discuss the hydraulic analysis results.
- Stantec continues the work on the preliminary design report (PDR) for the interconnection and is planning to complete a draft copy of the PDR by March for the City's review.
- Casitas Municipal Water District (Casitas) has hired a consultant and appointed an ad hoc committee to help prepare and provide input on the "Exchange Agreement" between the City and Casitas. The City and Casitas are currently discussing the terms of the Exchange Agreement previously known as the in-lieu Agreement. Once the Exchange Agreement is complete, the partner agencies will resume work on the draft Interagency Agreement which is still in draft format.
- California Water Impact Network (CWIN) continues to challenge the project. CWIN's request for an extension for submitting the opening brief has been approved by the court. The CWIN's opening brief is due on March 7, 2022.

#### **4.6 Monthly Engineering Department Report Information Item**

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##### **12. Rice Avenue Grade Separation Project**

- United's utility relocation expenses have not been adopted as part of the Rice Avenue Grade Separation Project (Project). Per United's request, a meeting was held on January 10 with Assemblywoman Jacqui Irwin and her Staff to discuss the Project and United's utility relocation expenses. United's General Manager, United's Chief Engineer, City of Oxnard's Public Works Director and Assistant City Attorney, Ventura County Public Works Director, other County Staff and a CalTrans representative were in attendance. The meeting ended with Assemblywoman Jacqui Irwin directing her staff to request a meeting with the California Transportation Commission (CTC) to discuss CTC's concerns for including the cost of United's utility relocation in the Project costs.
- The District received a letter and a copy of a Utility Agreement from the City of Oxnard City Manager, Mr. Nguyen in January, requesting the District's executed Utility Agreement for the Project by February 28, 2022. The letter states that the design documents and engineering cost estimates are 100% complete, Caltrans District 7 has begun the property acquisitions and right of way certification, and the City must submit all documents, including the utility agreements in March 2022 to meet the CTC's July 2022 deadline. Additionally, the City and its contractors will not be allowed to reconstruct/reinforce the District's pipe unless the right of way documentation is presented to CalTrans. The letter states that the District's failure in executing the Utility Agreement as is would jeopardize the Project. The City does not acknowledge that the District utility relocation/reinforcement expenses are part of the Project costs, instead the City offers to assist the District apply for grants to help pay for the District's utility reconstruction.
- The District provided a response letter to the City Manager on February 8, 2022. In the letter, the District pointed out that the Public Utilities section 10101 and the Streets and Highway Code section 702 supersede the Caltrans Right of Way Manual, the District's Pumping Trough Pipeline (PTP) and related facilities are in the Rice Avenue right-of-way and all the costs associated with the District's pipeline relocation or reinforcement must be included in the Project.
- On February 24, 2022, the District received a response letter from the City Manager providing legal counter arguments against the District's position and request for inclusion of the District's utility relocation expenses in the Project.

##### **13. Extraction Barrier and Brackish Water Treatment Project**

- Meetings:
    - February 17 – Progress Mtg. 18 with Navy and District staff. Discussed Navy's staff debrief of the project with CAPT Kinnach, Navy's Project Manager and onboarding in March, PFAS survey at NBVC Point Mugu, license agreement and Phase 1 project, extraction well locations and siting tour, Leadership Meeting No. 4, existing grant applications (SWRCB Prop 1 GWGP Round 3 and DWR SGM Grant), CEQA progress, baseline groundwater sampling and geophysical investigations.
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#### 4.6 Monthly Engineering Department Report Information Item

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- Grants:
    - Prop 1 Round 3 Ground Water Grant Program (GWGP)
      - The State Water Resources Control Board (SWRCB) was originally anticipating invitations in November 2021, but it has been pushed back to “early 2022”. The District has not received an invitation from its concept proposal to date.
    - Sustainable Groundwater Management Grant Program
      - Water Resources and Engineering staff prepared a grant application related to the Phase 1 project (construction of up to six monitoring wells) which was submitted to the Department of Water Resources through the Fox Canyon Groundwater Management Agency. Award announcement is expected on April 30, 2022.
  - Design:
    - February 9, 2022 – Conducted Extraction Well Siting Tour No. 3 at Naval Base Ventura County Point Mugu with Navy staff, District staff, GEI Consultants, Trussell Technologies and Kennedy/Jenks Consultants. The tour route was approximately 12 miles and the list included forty-one (41) potential extraction well locations. Of these locations, nine (9) sites were considered viable without modification, twelve (12) sites were considered viable with modification, eight (8) were considered tentative, four (4) were considered appropriate for monitoring wells only and eight (8) were considered no-go.
    - February 16, 2022 – Developed construction and maintenance footprints for extraction well locations.
    - February 22, 2022 – Held an internal meeting to review and discuss evaluation criteria for the distribution alternatives analysis technical memorandum prepared by Kennedy/Jenks Consultants.
    - Continued coordination on baseline groundwater sampling effort involving Eurofins Laboratory and Blaine Tech Environmental Sampling which is anticipated to take place in April 2022.
    - Continued to develop detailed site maps for proposed Phase 1 extraction well locations.
  - CEQA/NEPA:
    - Held bi-weekly meetings with GEI Consultants to review draft project description and Initial Study (IS) development related to CEQA.
    - February 18, 2022 – GEI Consultants delivered the Draft Permitting Work Plan (PWP) and Draft Initial Study (IS).
  - Upcoming (scheduled and tentative dates):
    - March – Prepare and negotiate draft license agreement with U.S. Navy for the Phase 1A project
    - March – Develop scope of work for brine concentrate discharge and management evaluation
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#### **4.6 Monthly Engineering Department Report Information Item**

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- March – Develop scope of work for pre-treatment and main process pilot test plan with Trussell Technologies
- April – Conduct baseline groundwater sampling at monitoring wells CM1A, Q2 and GP1
- April – Complete CEQA Initial Study and Permitting Matrix
- April to May – Leadership Meeting No. 4 between District and U.S. Navy
- March to June – Potential invitation to submit full proposal for SWRCB Prop 1 GWGP Round 3 Implementation Grants.

#### **14. Asset Management**

- February 25 – EPS Arrow Gold is still delayed due to shipping issues out of Canada per EOS Representative.
- Staff is working on tables and graphs for the end of year reporting from Santa Felicia Dam monthly reporting Survey123 app data exports.

#### **15. California American Water (CalAm)**

- Engineering and Operations Staff with support from the Legal Counsel completed an Emergency Contract Agreement between the District and CalAm and provided a copy to Cal Am for review on February 8. The agreement was prepared in response to CalAm's request related to a resilience/ emergency connection to the Oxnard Hueneme (OH) Pipeline at the intersection between Rose Avenue and Simon Way to support the Rio Plaza small water system.
- Before finalizing the agreement, CalAM and United will meet to discuss and agree on the terms and conditions set forth via this proposed agreement.

#### **16. CalOES Community Power Resiliency Grant Program**

- No updates to report.

#### **17. Condor Point Improvement Project**

- Pursuant to Article 412 of the FERC license, by May 8, 2022 the District must rehabilitate and formalize the swim beach areas below Condor Point Picnic Area, to include the following at a minimum: (1) shoreline grade improvements; (2) clearance of brush just below the ordinary high water mark; (3) addition of sand and gravel as needed to create a smoother substrate for swimming and wading; (4) add amenities to at least five of the existing picnic sites to accommodate groups of 10-12 individuals; (5) install accessible paths and pads for at least one picnic site; (6) add shade ramadas to six picnic sites; (7) develop new flat-surfaced pads and pathways for picnic tables, barbecues, and shade ramadas; (8) plant additional trees; and (9) install a new 15 foot-long covered kiosk for information, safety, and interpretive signage. Two new shade ramadas and picnic facilities

#### **4.6 Monthly Engineering Department Report Information Item**

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must also be added at the Juan Fernandez Boat Launch in the currently developed picnic area.

- Staff are in the process of obtaining an extension of time from FERC to complete the swim beach element of the project. This is because the swim beach currently permitted under USACE General Maintenance Permit is located over 1000 feet away from the Condor Point Picnic Area and not immediately accessible to visitors of the improvements. In addition, the location of the currently permitted swim beach at the end of Reasoner Creek has resulted in many maintenance challenges. Therefore, Staff would like to relocate the permitted swim beach to be closer to the Condor Point Improvements. Staff submitted a request for a two-year extension of time to FERC on October 29, 2021. This schedule extension would give staff enough time to apply for the required permits to relocate the swim beach. On January 5, 2021, FERC requested additional information to justify the need for a schedule extension. Staff met with FERC staff on January 21, 2022, to discuss the FERC's request for additional information. Staff will submit additional information to supplement the original request for extension of time by beginning of March 2022.
- In November 2021, staff executed an agreement with MNS Engineers, Inc. (MNS) for design services for the Condor Point Improvement Project. The 35% design plans were delivered to the District on December 9, 2021. The District received 95% Design Plans on January 31, 2022 and are in the process of reviewing them.
- Engineering Staff are working with Environmental Services staff to prepare an arborist report for the Condor Point Area as a requirement to obtain a Zoning Clearance for the project from Ventura County Planning. A tree survey was conducted on January 26, 2022. The arborist report will be submitted to Ventura County Planning along with a Conditional Use Permit minor adjustment application to Ventura County Planning in March 2022.

#### Other Topics, Meetings and Training

- February 15 – Maryam Bral attended the AWA Water Issues meeting.
- February 17 – Maryam Bral attended the AWA Waterwise meeting. The LADWP Hyperion Reuse and Water Resilience Program Leader presented LA's Next Major Water Source.
- February 24 – Michel Kadah and Destiny Rubio attended Cal OES HMGP Sub-application Development Series, Earthquake Projects informational webinar.





**Figure 1 – Lake Piru Reservoir Sediment Sampling and Testing Plan Test Pits**



**Figure 2 – New Catch Basins at Lake Piru Water Treatment Plant Slope Repair and Drainage Improvement Project**



#### 4.6 Monthly Engineering Department Report Information Item

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**Figure 3 – Construction of the Filter Drain Pump Station for the Iron and Manganese Treatment Project**



**Figure 4 – Construction of underground power and communications conduits at the building for the Iron and Manganese Treatment Project**





**Figure 5 – Pond 8 Storm Drain Discharge Improvements**



**Figure 6 – OH System Backup Generator Project – Functional and Acceptance Test**



### **Staff Report**

**To:** UWCD Board of Directors

**Through:** Mauricio E. Guardado, Jr., General Manager  
Anthony A. Emmert, Assistant General Manager

**From:** Linda Purpus, Environmental Services Manager

**Date:** March 1, 2022 (March 9, 2022, meeting)

**Agenda Item:** 4.7 Monthly Environmental Services Department Report  
**Information Item**

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#### **Staff Recommendation:**

The Board will receive and file this summary report on the monthly activities of the Environmental Services Department for the month of February 2022.

#### **Discussion:**

1. Santa Felicia Project Operations and Federal Energy Regulatory Commission (FERC) License Support

- Water Release Plan and Water Release and Ramping Rate Implementation Plan

Under the Water Release Plan and FERC license for the Santa Felicia Project, United is required to make certain water releases from Santa Felicia Dam for steelhead habitat and migration, when specific triggers are met. Triggers for habitat water releases are based on cumulative rainfall within the water year. United evaluates whether the trigger is met on the first day of each month, between January and June. The table below presents trigger criteria for each month and minimum required releases if those triggers are met. Each month that the trigger is not met, the minimum required habitat water release is 7 cubic feet per second (cfs). The trigger was met on March 1, 2022. The minimum required habitat water release for the month of March is 20 cfs.

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**Monthly Environmental Services Department Report**  
**Information Item**

<b>2022 Habitat water release trigger date</b>	<b>Trigger criteria (total cumulative precipitation on trigger date)</b>	<b>Minimum required water release if trigger is met</b>	<b>2022 Measured cumulative precipitation</b>	<b>Actual minimum required habitat water release for mo.</b>
<b>January 1</b>	4.80 inches	15 cfs	12.48 inches	15 cfs
<b>February 1</b>	8.10 inches	20 cfs	12.88 inches	20 cfs
<b>March 1</b>	12.00 inches	20 cfs	12.98 inches	20 cfs
<b>April 1</b>	14.90 inches	20 cfs	TBD	TBD
<b>May 1</b>	16.30 inches	10 cfs	TBD	TBD
<b>June 1</b>	17.50 inches	9 cfs*	TBD	TBD

\*If triggered, the minimum required water release will remain at 9 cfs through October 1, at which time, minimum required water release will be 7 cfs through January 1 of next calendar year.

- **Santa Felicia Fish Passage Pre-Implementation Studies**

Throughout the reporting period, Environmental Services staff and our consultant, Cramer Fish Sciences, have operated the fyke net fish trap in middle Piru Creek. No *O. mykiss* were captured during this effort. On February 15, 2022, United held two training events in accordance with the terms and conditions of a Biological Opinion issued by the U.S. Fish and Wildlife Service for the project. The trainings were focused on species identification and habitat usage of sensitive species (notably, arroyo toad and Least Bell's Vireo) that have the potential to be affected by project activities. The trainings were led by experts on the respective species (including a representative from USGS) and attended by staff from United, Cramer Fish Sciences, and U.S. Fish and Wildlife Service.

- **Historical Properties Management Plan**

During February 2022, Environmental Services staff completed final consultation with the California State Historic Preservation Office (SHPO) on the District's Historical Properties Management Plan (HPMP) for the Santa Felicia Project. The HPMP outlines measures intended to protect cultural and historical resources when performing ongoing operations and maintenance activities at the Lake Piru Recreation Area and Santa Felicia facility and support federal consultations under Section 106 of the National Historic Preservation Act for future projects under the FERC license. The final revised draft of the HPMP was submitted to SHPO for review and comment on February 10, 2022. On February 11, 2022, SHPO responded with a letter stating, their previous comments were sufficiently addressed, and they have no further comments. On February 28, 2022, United submitted the final draft of the HPMP to FERC for approval. Once approved by FERC, United will start implementation of the plan.

- California Department of Water Resources (DWR) and Los Angeles Department of Water and Power (LADWP) FERC License (No. 2426) – South State Water Hydropower Project (Pyramid Lake)

On January 26, 2022, the State Water Board issued a 401 Water Quality Certificate (Certificate) for DWR and LADWP's South State Water Hydropower Project FERC relicensing process. In the final Certificate, it specifies that DWR make a good faith effort to obtain United's agreement to specific ramping schedules for release of United's State Water Project deliveries through middle Piru Creek. The Certificate does not become effective until Pyramid's FERC license is reissued. Environmental Services staff is engaged with DWR, LADWP, and State Water Board regarding multiple conditions outlined in the Certificate and their implications on United's interests. As the license holder, DWR, and LADWP have committed to request an amendment of the Certificate to address specific conditions outlined in the document which concern both licensees and United. United will participate and support the licensees in the Certificate amendment process.

2. California Endangered Species Act (CESA) Listing Petition for Southern California Steelhead

In the California Fish and Game Commission's (Commission) proceedings addressing CalTrout's petition to list southern California steelhead under the California Endangered Species Act (CESA), on February 17, 2022, the Commission unanimously voted to close the public hearing and administrative record on the matter and continue their deliberation to the April 20-21, 2022, meeting. The Commission directed staff to work with the California Department of Fish and Wildlife (CDFW) and interested parties on developing a proposal for a regulation under Fish and Game Code 2084 for consideration by the Commission.

A regulation under Fish and Game Code 2084 would identify activities and prescribe measures for providing incidental take coverage of southern California steelhead during the candidacy period, which would extend for at least one-year following a "may be warranted" decision. United staff is evaluating the District's ongoing operations and activities and developing a proposal to request incidental take coverage under the 2084 regulation for continued operations during the candidacy period.

3. Multiple Species Habitat Conservation Plan (MSHCP)

- Geotechnical Exploration for the Freeman Fish Passage Facility

On February 1, 2022, Environmental Services staff submitted the first Annual Report to CDFW for the Geotechnical Exploration Project Restoration and Revegetation Plan. As reported previously, all restoration site plantings were scoured from the river during rain events in December 2021. The restoration and revegetation plan does not require United to replant scoured individuals. The plan requires United to continue to monitor the site to remove noxious weeds monthly until May 2022 and then quarterly, thereafter, submit annual reports through February 2026.



#### 4. Lake Piru Sediment Sampling Project

As previously reported, Environmental Services staff prepared and submitted application packages to regulatory agencies requesting authorization to conduct the Lake Piru Sediment Sampling Project. On November 22, 2021, United received verification from the U.S. Army Corps of Engineers authorizing the project under Clean Water Act (CWA) Section 404, Nationwide Permit (NWP) 6. On December 3, 2021, United received approval to conduct the project from the Los Angeles Regional Water Resources Control Board under CWA Section 401, NWP 6. On December 6, 2021, CDFW informed United that our Section 1600 Lake and Streambed Alteration Agreement application for the project was complete, starting a 60-day timeline for CDFW to complete their evaluation and provide a draft agreement for the project.

On February 10, 2022, CDFW issued an Opt Law letter, stating that they did not meet the 60-day timeline, and therefore authorized United to complete the project implementing measures outlined in the notification. Environmental Services and Recreation staff completed pre-construction and nesting bird surveys on February 18, 2022. Project activities were conducted in compliance with all permit and authorization requirements on February 23, 2022.

#### 5. Quagga Mussel Management

- **Monitoring**

Environmental Services staff continues to conduct routine monitoring under the Quagga Mussel Monitoring and Control Plan (QMMCP) including monthly water quality sampling; monthly veliger (microscopic planktonic larvae) sampling; monthly artificial substrate sampling in Lake Piru (plate sampling); and natural substrate sampling in Piru Creek (surface surveys).

The February water quality sampling results indicate a thermocline is not present, and seasonal stratification has not yet occurred. February data collection in Lake Piru and lower Piru Creek confirm the quagga mussel population is stable and typical seasonal population densities are present.

#### 6. Miscellaneous

- On February 7, 2022, Hanna Reuter began employment with the District as a new part-time Field Assistant.
- On February 7, 2022, Robyn Gorecki was promoted from part-time Field Assistant to the full-time Field Technician position.
- On February 14, 2022, Evan Lashly provided a presentation to Dr. Brad Shaffer's UCLA student group regarding available arroyo toad data for middle Piru Creek. The presentation provided an orientation for the group to begin analysis related to both the Pulsed Flow study and historic arroyo toad monitoring data.



### **Staff Report**

**To:** Board of Directors

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

**From:** Kris Sofley, Clerk of the Board

**Date:** February 28, 2022 (March 9, 2022 Meeting)

**Agenda Item: 5.1 Proposed Ordinance No. 26 –  
Consideration to Increase Compensation of the Board of Directors  
Motion**

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#### **Staff Recommendation:**

The Board will consider adopting proposed Ordinance No. 26, approving an increase in the Board of Director's per diem from \$237 to \$248 per day.

At the February 9, 2022 UWCD Board of Directors Meeting, a Public Hearing was conducted to receive public comments on the proposed adoption of Ordinance 26. There were no public comments offered at that time, so the Board President closed the Public Hearing and agendaize adoption of Ordinance No. 26 for this, the March 9, 2022 Regular Board meeting. If approved at this meeting, the increase in the Director's per diem will take effect in 60 days (May 11, 2022).

#### **Discussion:**

Since 2021, District Directors have received \$237 per meeting, for up to ten meetings per month. California Water Code Section 20202 authorizes the Board to increase its compensation up to five percent annually. A full five percent increase would allow the per-meeting compensation to increase to no more than \$248.85.

Notice has been given in the Ventura County Star on Saturday, January 29, 2022 and on Thursday, February 3, 2021 (in accordance with notice requirements for this public hearing) to allow for the per diem to be increased by five percent, up to \$248.85, as permitted by law.

District staff surveyed other local water agencies and ascertained per diems paid to Directors as of January 2022. As listed below, per diems are:

Calleguas MWD	\$227.00 (considering increase to \$232.00)
Camrosa Water District	\$200.00
Casitas MWD	\$198.02
Las Virgenes MWD	\$220.00
Santa Clarita Valley Water	\$239.00



**5.1 Proposed Ordinance No. 26 –  
Consideration to Increase Compensation of the Board of Directors  
Motion**

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The attached draft Ordinance includes a new per diem rate of \$248, reflecting a rounding of the maximum five percent increase allowable by law (\$248.85), however, the Board could move to reduce this amount prior to adopting and approving the Ordinance.

Regardless of the amount, any increase must be adopted through an Ordinance and a Public Hearing process, which is schedule for the February 2022 Regular Board meeting, along with the introduction of Ordinance No. 26. The Board would then vote to adopt the proposed Ordinance No. 26 at its March 2022 Regular Board meeting, and, if approved, the increase in per diem would take effect 60 days after the Ordinance’s adoption (May 11, 2022).

**Fiscal Impact**

Based upon prior activities and an average number of five meetings per month per Director, an increase in the per diem from \$237 to \$248 would result in a cost increase of approximately \$9,240 annually, as up to 10 meetings per month are compensable. There are sufficient funds within the budget to cover the additional costs.

**Attachments:** A – Proposed Ordinance No. 26

**UNITED WATER CONSERVATION DISTRICT  
ORDINANCE NO. 26**

**AN ORDINANCE AUTHORIZING AN INCREASE  
IN COMPENSATION OF THE MEMBERS OF  
THE BOARD OF DIRECTORS**

WHEREAS, the compensation of each Director of United Water Conservation District was last adjusted in 2021 to an amount not to exceed two hundred thirty seven dollars and no cents (\$237) per day for each day's attendance at meetings of the Board or for each day's service rendered as a Director by request of the Board, not exceeding a total of ten days in any calendar month, together with any expenses incurred in the performance of each Director's duties required or authorized by the Board; and

WHEREAS, California Water Code sections 20201 and 20202 authorize the governing board of a water conservation district to increase the compensation received by members of the Board of Directors of the District above the amount of one hundred dollars (\$100.00) per day by an amount not to exceed five percent of the compensation which is received when the ordinance is adopted, for each calendar year following the operative date of the last adjustment, for a total of not more than ten days in any calendar month.

NOW, THEREFORE, the Board of Directors of United Water Conservation District hereby ordains as follows:

That each Director of this District shall receive compensation in an amount not to exceed two hundred forty eight dollars and no cents (\$248) per day for each day's attendance at meetings of the Board or for each day's service rendered as a Director by request of the Board, not exceeding a total of ten days in any calendar month, together with any expenses incurred in the performance of the Director's duties required or authorized by the Board.

This ordinance shall become effective sixty (60) days after its adoption.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of March 2022.

**ATTEST:**

By \_\_\_\_\_  
Bruce E. Dandy, President

By \_\_\_\_\_  
Lynn E. Maulhardt, Secretary/Treasurer



### **Staff Report**

**To:** UWCD Board of Directors

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

**From:** Dan Detmer, Water Resources Manager

**Date:** February 28, 2022 (March 9, 2022)

**Agenda Item:** 5.2 **PUBLIC HEARING Resolution 2022-10 A Resolution of the Board of Directors of United Water Conservation District (UWCD) Initiating the Realignment of Directors' Division Boundaries to more Equitably Distribute Population among the Division in Accordance with the 2020 Census Motion**

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#### **Staff Recommendation:**

The Board President will open the Public Hearing and take comments from the public regarding the proposed realignment of Directors' Division Boundaries to more equitably distribute population among the Divisions in accordance with the 2020 Census. After all comments are heard, the Board President will close the Public Hearing and the Board will consider adopting Resolution 2022-10 initiating the process of proposing new division boundaries within the District to establish a more equitable population balance.

#### **Discussion:**

After each census, the District reviews director division boundaries, and, if necessary, redraws the division boundaries to balance population numbers as closely as possible while using voter precincts to align the boundaries. The District previously realigned Directors' division boundaries in 2017 in order to equalize the population of the respective division. The total population within the District based on the 2020 Census is approximately 399,068 so each division should represent a population as close as possible to 57,009. The redrawn divisions leave the disparity between the most and least-populous division to only 3.1% (or 12,367), with Division 4 having 65,146 (highest population) and Division 1 having 52,779 (least population). The new boundaries conform to existing voting precincts and anticipate population growth in certain areas, socio-economic values, and better conform to groundwater basin boundaries and major roadways.

The Executive Committee reviewed the draft division boundaries at its March meeting and recommended bringing the current proposal to the Board for final approval. If the Board decides to approve the new boundaries, it must hold a Public Hearing, which has been noticed in the Ventura County Star in both its February 21, 2022 and March 2, 2022 editions, in accordance with Public Hearing Notice procedures which state that a Public Hearing Notice must be published

**5.2 PUBLIC HEARING Resolution 2022-10 A Resolution of the Board of Directors of United Water Conservation District (UWCD) Initiating the Realignment of Directors' Division Boundaries to more Equitably Distribute Population among the Division in Accordance with the 2020 Census**  
**Motion**

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twice with five days intervening between the two notices, and the first notice being published at least 15 days prior to the hearing.

If the new division boundaries are adopted by the Board by its approval of Resolution 2022-10, then the new division boundaries are to be submitted to the County Board of Supervisors for its approval and official mapping.

**Fiscal Impact: None**

**Attachment: A: Resolution 2022-10**  
**B: Current Division Boundary Maps**  
**C: Proposed Division Boundary Realignment**

**RESOLUTION 2022-10**  
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE**  
**UNITED WATER CONSERVATION DISTRICT**  
**INITIATING THE REALIGNMENT OF DIRECTORS' DIVISION BOUNDARIES TO**  
**MORE EQUITABLY DISTRIBUTE POPULATION AMONG THE DIVISION IN**  
**ACCORDANCE WITH THE 2020 CENSUS**

**WHEREAS**, United Water Conservation District ("District") is a Special District formed pursuant to the Water Conservation District Law of 1931 (District's "principal act"); and

**WHEREAS**, in 1950, The District under its original formation resolution was divided into seven (7) divisions as nearly equal in area as practicable; and

**WHEREAS**, the State Legislature as part of the District's principal act has enacted the procedures set forth in Water Code Section 74450 et seq. for the re-division of water conservation districts within Ventura County, and

**WHEREAS**, in 1970, pursuant to the referenced statutory provisions, the District re-divided the seven (7) divisions within the District based upon population; and

**WHEREAS**, a substantial change in the population of the District's divisions had occurred since the division boundaries were last changed based on the 2010 decennial federal census; and

**WHEREAS**, in the opinion of the District Board of Directors ("Board") it is desirable to change the boundaries of the District's divisions based upon population so as to equalize as nearly as may be practicable the population of the respective divisions, based upon the 2020 federal decennial census.

**NOW THEREFORE BE IT RESOLVED**, that a public hearing shall be held before the Board at the District's headquarters located at 1701 N. Lombard Street, in Oxnard, California 93030 on March 9, 2022 at approximately 1:30 p.m.; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, that notice of said hearing was given by publication in a newspaper of general circulation within the District once a week for two successive weeks with at least five (5) days intervening between the respective publication dates, not counting the publication dates themselves, informing all interested persons that they may be present and heard at said hearing.

We, the undersigned, being the duly qualified and acting President and Secretary, respectively, of the Board of Directors of United Water Conservation District, do hereby certify that the above and foregoing resolution was duly and regularly adopted and passed by resolution of the Board of Directors of said water conservation district at a regular meeting thereof held on March 9, 2022, by the following vote:

Resolution 2022-10, continues

In favor of, Directors:

Abstain, Directors:

Not in favor, Directors:

Absent, Directors:

PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF MARCH 2022

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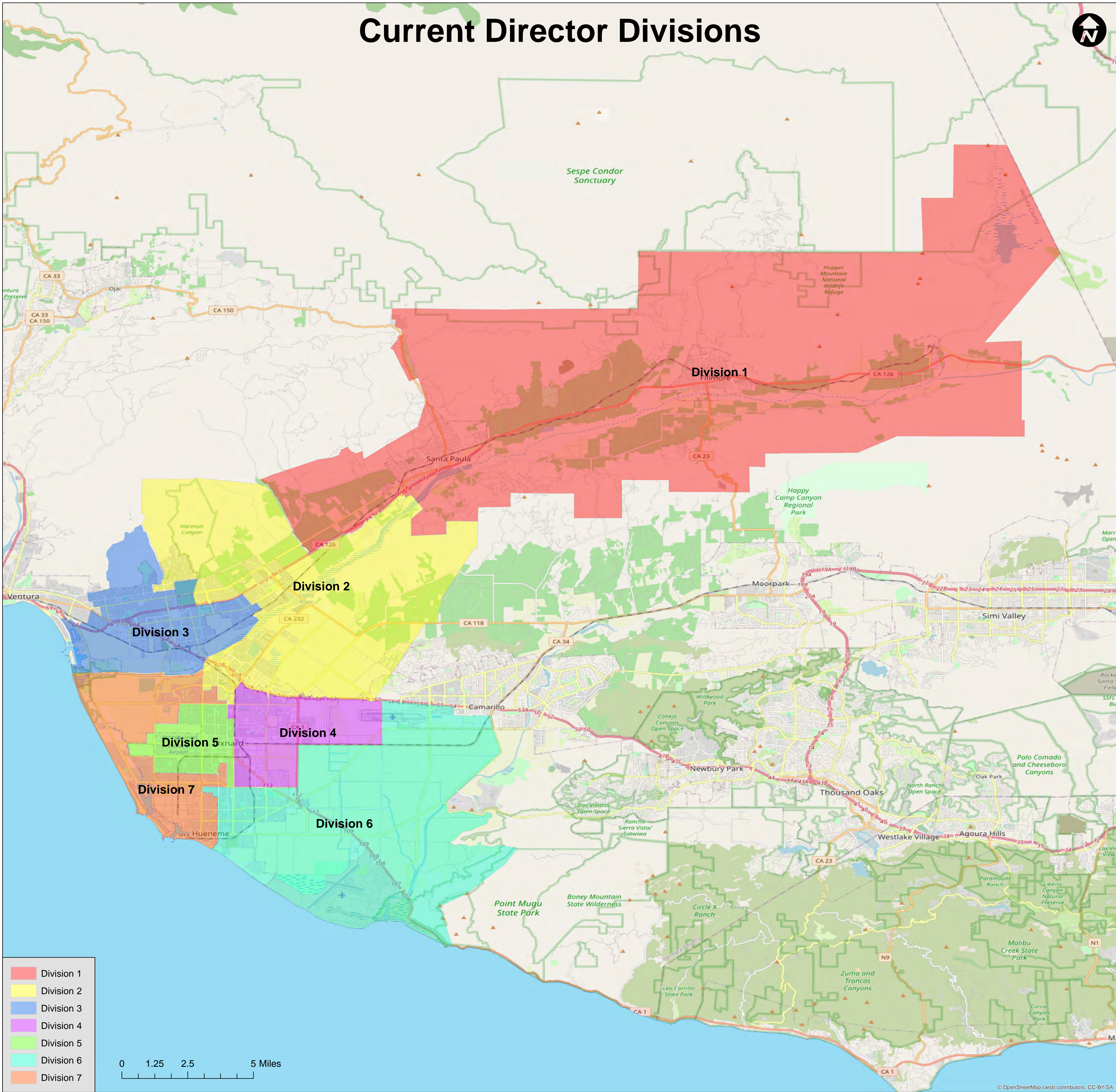
Attest: Bruce E. Dandy, Board President

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Attest: Lynn E. Maulhardt, Board Secretary/Treasurer



# Current Director Divisions











**Staff Report**

**To:** UWCD Board of Directors

**Through:** Mauricio E. Guardado Jr., General Manager  
Anthony A. Emmert, Assistant General Manager

**From:** Brian Zahn, Chief Financial Officer  
Daryl Smith, Controller

**Date:** February 11, 2022 (March 9, 2022, meeting)

**Agenda Item:** 5.3 Request from Marz Farms Inc. to Waive Penalty Charges for Late Receipt of Groundwater Statements  
**Motion**

---

**Staff Recommendation:**

The Board will review and consider approving the authorization of District staff to waive the penalties imposed on Marz Farms Inc. for the 2021 period one groundwater production statements.

**Discussion:**

Mr. Jorge Reyes of Marz Farms Inc. contacted District staff to request a waiver of the penalties imposed on the groundwater production statements for the 2021 period one for seven accounts. Mr. Reyes indicated that Marz Farms Inc. has never been late on these accounts. This was a unique situation that is unlikely to occur in the future.

UWCD Finance staff reviewed all seven accounts to confirm they had not made any late payments in the past and all accounts are current. The total amount of the penalty late fees:

Marz Farms Inc.	Penalty 10% late
600-00520	976.46
600-00590	553.76
600-00930	431.61
600-03820	921.70
600-04510	930.98
600-01160	2,212.24
700-03325	828.28
<b>TOTAL</b>	<b>6,855.03</b>

**Fiscal Impact:**

Waiving late fees and interest will result in reduced revenue received by the District in the amount of \$6,855.03. However, late fees and interest are not budgeted by the District and waiving the fees will not materially impact the District's financial position.

HOME / NEWSROOM

# UWCD BEGINS CONSTRUCTION OF IRON AND MANGANESE TREATMENT FACILITY

BY UNITED WATER CONSERVATION DISTRICT MAR 1, 2022 MEMBER SUBMITTED NEWS

OXNARD — United Water Conservation District (UWCD), a leader in effective and efficient water management, begins construction of its new Iron and Manganese Treatment plant in Oxnard. Once operational, the first phase of the plant's operation will have the capacity to treat approximately 3,500 gallons of groundwater per minute, while future phases can expand operations up to 8,500 gallons per minute, vastly improving water quality, water supply reliability and enhancing drought resiliency.



"Collaboration is the key to the Iron and Manganese Treatment project's success," stated UWCD Board President Bruce E. Dandy. "The District was able to secure the support of Congresswoman Julia Brownley, U.S. Naval Base Ventura County Commanding Officer Captain Jeff Chism and his successor Captain Robert Kimnach, the State Water Resources Control Board's Division of Drinking Water and Fox Canyon Groundwater Management Agency. Each of the project's supporters recognize the importance of providing safe, reliable drinking water to the communities that are home to many of our military personnel as well as civilians working at the base. Their support of this project was essential in securing the Department of Defense (DoD) federal grant of \$4.21 million, as well as the State's Department of Water Resources (DWR) grant of \$2.5 million, eliminating what could have been a significant obligation on UWCD customers."

"Sustained periods of drought have negatively impacted the water quality of UWCD's El Rio wellfield and its Oxnard Hueneme (OH) pipeline system as well as wells of neighboring water mutuals," added UWCD General Manager Mauricio E. Guardado, Jr., "By removing the iron and manganese from the wells in the lower aquifer system (LAS) and then using that water to blend with water from the upper aquifer system (UAS) wells, we're able to utilize up to 11,757 acre-feet of local groundwater supply per year, and that's a tremendous benefit to the entire region."

The Iron and Manganese Treatment plant, expected to be fully operational by February 2023, will treat the groundwater from existing LAS wells at the El Rio Water Treatment and Groundwater Recharge facility. By reducing iron and manganese concentrations in the water from LAS wells, UWCD will then use that water to blend with water from the UAS wells that contains high concentrations of nitrate during periods of drought.

Significant grant awards from both the State of California's Department of Water Resources (\$2.5 million) and the federal government's DoD Office of Local Defense Community Cooperation (\$4.21 million), offset some 65 percent of the estimated cost of building the Iron and Manganese Treatment plant, estimated to be \$10.32 million, thereby greatly reducing the financial burden on UWCD rate payers.

## NEWSROOM

[All News](#)[News Releases](#)[Member Innovation](#)[Member Submitted News](#)[Voices on Water](#)[Newsletters](#)[Water News](#)



**VAN LIFE WANDERER**

## Top 8 Things To Do In Piru, CA

Written by [Mariska Lee](#) in [California](#), [Destinations](#), [Things To Do](#), [United States](#)  
February 28, 2022

If you're going to be in the Los Angeles area, visiting Piru, CA and paying your respects to the deep cultural history of the area is definitely worth your time.

You can see everything from old Indigenous cave paintings to original ranchos, or immerse yourself in the unique nature of the area at refuges and recreational facilities.

Eat some truly authentic Mexican food and experience lineage and heritage in every bite!

Piru is a stop that will touch your heart. You'll never forget Piru, and it really isn't a town to skip!

### History

Piru is a tiny, unincorporated historic town.

The Tataviam people originally lived on this land, leaving behind vital information about their culture painted and chiseled on secret caves and rocky overhangs throughout the mountains.

They were a very peaceful people, and were Christianized during the San Fernando Mission. They later came to work on big Spanish ranchos like Rancho Camulos (to be discovered later in our guide!)

The name Piru originates from the Tataviam word that represents the tule reeds (a large species of sedge native to freshwater marshes) that grow along Piru Creek. They used to be used to make baskets, a tradition that still continues today.

In 1887 the town was founded by David C. Cook. He bought the Rancho Temescal Mexican land grant and wanted to create a "Second Garden of Eden". So he planted Biblical fruit like grapes, olives, dates, and figs.

### Where exactly is Piru? How far is it from major cities?



Piru is in southwest California in eastern Ventura County. It's in the Santa Clara River Valley close to the Santa Clara River as well as Highway 126.

- It takes about an hour to drive from Piru to Los Angeles [via I-5 S](#).
- It takes about five and a half hours to drive from Piru to San Francisco [via I-5 N](#).
- It takes about three hours and 20 minutes to drive from Piru to San Diego [via I-5 S](#).

## Things to do in Piru

Let's take an adventure through Piru for deep heritage, good food, beautiful nature, and more!

### 1. Bennett's Honey Farm



[Forty years ago](#), the Bennets felt called to the Ventura County countryside to escape the hustle and bustle of city life.

They weren't always beekeepers, but then a swarm of bees landed in their backyard. Instead of removing them, they decided to let the bees set up shop, thrive- and create yummy honey from the flowers of the surrounding valleys, foothills, and orchards.

As demand grew, so did the business. Bennet's Honey Farm was established in Piru Canyon, and eventually moved the business to Fillmore, CA after acquiring the Topanga Quality Honey label.

3176 Honey Ln, Fillmore, CA 93015

## 2. Brenda's Casamia Restaurant & Catering



[Brenda's](#) is famous for their Menudo, Chile Verde, and Chile Rellenos, among other classic Mexican dishes.

Locals relish in the food that feels as authentic and heartwarming as a home cooked meal. It's a mom-and-pop restaurant in the middle of nowhere- so you know the food has to be good!

Chips are freshly fried and everything is prepared by Brenda herself.

The food is so delicious that the staff at other businesses and recreational areas will recommend you have a visit!

3944 E Center St, Piru, CA 93040

### 3. Rancho Camulos Museum



The [Rancho Camulos Museum](#) is a National Historic Landmark that is a prime example of a still-standing early Californian rancho. It serves as a great reminder of California's Mexican and Spanish heritage.

Established in 1853, the rancho was a section of a nearly 50,000 acre land grant contracted in 1839 to Antonio Del Valle.

This family was very prominent in Californio, heavily involved in local and state politics both throughout the Mexican period and subsequently when California turned into a state. The family was well known for their unwavering hospitality and for upkeep of the conventional rancho lifestyle years after it nearly entirely disappeared everywhere else.

Now, the Rancho Camulos Museum is “dedicated to researching, collecting, preserving and interpreting the diverse cultural heritage and agricultural history of Southern California from 1853 to 1943.”

5164 E Telegraph Rd, Fillmore, CA 93015



#### 4. California Tactical Academy



The [California Tactical Academy](#) is a public shooting range open Wednesday-Sunday from 8am to 4pm. They're one of the largest public shooting facilities in California!

A daily fee of \$25 Wednesday-Friday and \$30 Saturday-Sunday will get you unlimited shooting at the shotgun, pistol, and rifle ranges.

The range has over 1,500 acres of land and 50 different shooting range bay configurations!

6700 Holser Canyon Rd, Piru, CA 93040

## 5. Hopper Mountain National Wildlife Refuge



(photo: [USFWS Pacific Southwest Region](#))

[Hopper Mountain National Wildlife Refuge](#) is “the gateway into California condor country”, with an elevated mountain valley surrounded by rocky summits, steep ridgelines, and depthy canyons.

The refuge is on the edge of a brutal terrain where condors safely roost, nest, and forage. It’s home to many thriving ecosystems such as seasonal wetlands, grasslands, oak woodlands, and some of the last intact forests of California black walnut trees.

You can humbly view Chumash rock art encapsulating the connection between the Indigenous community and the sacred birds.

Fillmore, CA 93015

## 6. Lake Piru Recreation Area



The [Lake Piru](#) website claims that “There are no limits to fun at Lake Piru!” and there’s never been a truer statement!

Whether you want to relax or have an adventure, you can find what you’re looking for. Lake Piru is a respite from the bustling city, featuring a shaded campground, boating, fishing, and water sports.

If that isn’t enough for you, they have a lakeside picnic area with disc golf, horseshoes, a playground, and more.

Not bad for being less than an hour away from LA!

4780 Piru Canyon Rd, Piru, CA 93040



## 7. Piru Train Depot



The Piru Train Depot is a 2000 reconstruction and replica of the original depot, which was torn down. It was part of the Southern Pacific Railroad, but the tracks out front are now abandoned.

The depot was completed in 1888 and turned into a church in the 60's since it was empty. Around 1938, passenger traffic stopped, and then in 1953 it closed to freight trains as well.

You can see in old photos from the 60's that there was a cross put on the roof of the depot.

The depot is in the center of town, as it was one of the first buildings and then the town was built around it.

510 Main St, Piru, CA 93040

## **8. Devil's Gateway Vía Agua Blanca Creek and Pothole Trail**

|



## Naya Rivera's Family Settles Wrongful Death Lawsuit Nearly 2 Years After Glee Star's 'Tragic' Drowning

Naya Rivera's Family Settles Wrongful Death Lawsuit Nearly 2 Years After Glee Star's 'Tragic' Drowning

Joelle Goldstein  
Mon, February 28, 2022

[Naya Rivera](#)'s family has settled [the wrongful death lawsuit](#) they filed against Ventura County.

A settlement was reached in the lawsuit, which had been filed by the [Glee](#) star's ex-husband [Ryan Dorsey](#) in November 2020 on behalf of their [6-year-old son Josey](#).

"Through this settlement, Josey will receive just compensation for having to endure the drowning of his beloved mother at Lake Piru," the Rivera family's lawyer, Amjad M. Khan of Brown Neri Smith & Khan, said in a statement, which was obtained by PEOPLE on Monday.

"Though the tragic loss of Josey's mother can never truly be overcome, we are very pleased that the monetary settlement will significantly assist Josey with his life beyond this tragedy," Khan added.

The settlement is "subject to approval by the Ventura Superior Court on March 16," according to Khan.

[The Blast](#) was the first to report the news.

Reps for the Rivera family and Dorsey did not immediately respond to PEOPLE's requests for comment.

Dorsey, 38, and Rivera's estate sued Ventura County, California — where Rivera [accidentally drowned](#) during [a boat excursion](#) with her son at [Lake Piru](#) the previous July — the county's



Parks and Recreation Management, and the United Water Conservation District for wrongful death and negligent infliction of emotional distress.

The [lawsuit argued that Rivera's death was preventable](#) and stated that the boat she and her son rented from Lake Piru did not have the proper features and equipment necessary to comply with U.S. Coast Guard safety standards.



## CALIFORNIA DEPARTMENT OF WATER RESOURCES

**Monday, February 28, 2022**

### TOP STORIES

#### **Forecasting Our Future: Two ways high-flying technology helps track and predict California's water supply**

By KCRA, 2/25/2022 - In order to efficiently manage California's water supply, water managers need detailed information on how much water is available to start. Most of that water, especially during the dry season comes from melted snowpack. The rest comes from rainfall and reservoirs. Getting detailed data that is accurate is a challenge, especially when considering how much ground California covers, over 160,000 square miles. A lot of that area is hard to access to take in-person measurements.

### WATER INFRASTRUCTURE

#### **Undamming the Klamath may be a reality this year**

By The Times Standard, 2/26/2022 - Twenty years ago, undamming the Klamath River seemed like an impossibility. Against all odds, the project is entering its home stretch and dam removal may begin as early as this year. On Friday, the Federal Energy Regulatory Commission released a draft environmental impact statement detailing how removing four hydroelectric dams on the Klamath River would have permanent and significant benefits for the environment and the public.

### WATER SUPPLY & QUALITY

#### **Planned water treatment facility in El Rio to improve drinking water supply for thousands**

By The VC Star, 2/27/2022 - An unusual military grant will help launch a new groundwater treatment facility in El Rio that will improve drinking water supplies for thousands of Ventura County residents. The \$10.3 million project from the United Water Conservation District will put the plant's first phase at the district's groundwater recharge facility on North Rose Avenue in El Rio, north of Oxnard city limits.

VENTURA COUNTY



## Planned water treatment facility in El Rio to improve drinking water supply for thousands

**Federal military, state grants help pay for treatment plant; dignitaries expected to gather Monday for groundbreaking**



[Gretchen Wenner](#)

February 28, 2022



*A \$10.3 million treatment plant to improve groundwater – mostly drinking water – will be constructed at United Water Conservation District's El Rio facility with help from military and state grants.*

An unusual military grant will help launch a new groundwater treatment facility in El Rio that will improve drinking water supplies for thousands of Ventura County residents.

The \$10.3 million project from the United Water Conservation District will put the plant's first phase at the district's groundwater recharge facility on North Rose Avenue in El Rio, north of Oxnard city limits.

Because the facility helps supply water to Naval Base Ventura County — both the Port Hueneme and Point Mugu locations — the project was awarded a \$4.2 million federal grant from the Department of Defense. It also won a \$2.5 million state grant from the California Department of Water Resources.

Maryam Bral, United's chief engineer, said the defense department grant is part of a pilot funding program that's been around about two years. The treatment plant was a good fit because it will help maintain water supplies for families living on the base.

The treated water will benefit a number of other users as well, Bral said, including the cities of Oxnard and Port Hueneme as well as four small water mutual companies. United's El Rio facility helps supply water to about 250,000 county residents.

The new plant will reduce concentrations of iron and manganese in groundwater pumped from deep wells at the El Rio wellfield. The treated water will be mixed with groundwater from wells closer to the surface that historically have increased nitrate concentration during droughts, improving the overall quality of the blended water.

When the first phase is fully operational in a year or so, it will treat up to 3,500 gallons of groundwater per minute. Future phases can expand capacity to 8,500 gallons per minute.

The blended water will allow use of up to 11,750 acre-feet of groundwater a year, district officials said, calling it "a benefit to the entire region." An acre-foot is about 326,000 gallons.

The specialized plant underscores the complexity of the region's intertwined network of pipes and pumps that deliver water to urban and agricultural users. As such, a range of agencies and elected officials stepped in to support the effort.



*United Water Conservation District staff set up a miniature version of a groundwater treatment unit in El Rio they built in 2018. The district has since been awarded a military grant to help pay for construction of the \$10 million plant.*

That support included the Navy base, U.S. Rep. Julia Brownley and other elected officials, the State Water Resources Control Board's drinking water division and the Fox Canyon Groundwater Management Agency, among others. Many are expected to gather at the site Monday for a ceremonial groundbreaking.

The treatment plant will add another tool for area facilities that enhance the local water supply and boost the county's resiliency to drought. In November, [Camarillo unveiled its \\$66.3 million desalter facility](#) on Somis Road.

Mauricio Guardado Jr., United's general manager, said naval base officials were drawn to the project after learning about it at a water sustainability summit.

"The Navy saw a tremendous benefit when it comes to their water supply," he said, not only for those working on the base but also for military families living in the community.

United, headquartered in Oxnard, encompasses about 214,000 acres that straddle the Santa Clara River from Lake Piru to the coast. The district owns and operates Santa Felicia Dam, which created Lake Piru — a reservoir — and multiple facilities along the river, including the Freeman Diversion Dam near Saticoy. United provides surface water and groundwater to many large agricultural users.

The district doesn't directly supply residential customers, but its groundwater is used by the cities of Fillmore, Santa Paula, Ventura, Oxnard and Port Hueneme.

A pipeline from the El Rio facility known as the Oxnard Hueneme system will carry the blended water from the new treatment plant to Oxnard and to the Port Hueneme Water Agency, which will distribute it to the Navy base.





**FOR IMMEDIATE RELEASE**

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

General Manager  
Mauricio E. Guardado, Jr.

Legal Counsel  
David D. Boyer

**UNITED WATER CONSERVATION DISTRICT  
BEGINS CONSTRUCTION OF  
IRON AND MANGANESE TREATMENT FACILITY**

**Project has been Awarded \$4.21 Million in Federal Grant Funding from Department Of Defense Office of Local Defense Community Cooperation and \$2.5 Million in State Grant Funding from Department of Water Resources Prop 1 Integrated Regional Water Management Grant Program**

Oxnard, CA February 28, 2022 – United Water Conservation District (UWCD), a leader in effective and efficient water management, begins construction of its new Iron and Manganese Treatment plant in Oxnard. Once operational, the first phase of the plant’s operation will have the capacity to treat approximately 3,500 gallons of groundwater per minute, while future phases can expand operations up to 8,500 gallons per minute, vastly improving water quality, water supply reliability and enhancing drought resiliency.

“Collaboration is the key to the Iron and Manganese Treatment project’s success,” stated UWCD Board President Bruce E. Dandy. “The District was able to secure the support of Congresswoman Julia Brownley, U.S. Naval Base Ventura County Commanding Officer Captain Jeff Chism and his successor Captain Robert Kimnach, the State Water Resources Control Board’s Division of Drinking Water and Fox Canyon Groundwater Management Agency. Each of the project’s supporters recognize the importance of providing safe, reliable drinking water to the communities that are home to many of our military personnel as well as civilians working at the base. Their support of this project was essential in securing the Department of Defense (DoD) federal grant of \$4.21 million, as well as the State’s Department of Water Resources (DWR) grant of \$2.5 million, eliminating what could have been a significant obligation on UWCD customers.”

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###





## UNITED WATER CONSERVATION DISTRICT BEGINS CONSTRUCTION OF IRON AND MANGANESE TREATMENT FACILITY

Page 2

### **About United Water Conservation District**

#### **United Water Conservation District:**

Initially formed in 1927, United Water Conservation District serves as a leader in water sustainability by managing, protecting, enhancing and securing the water resources of the Santa Clara River and Oxnard Coastal Plain. The District works to protect the environment's natural attributes and conserves runoff from all major tributaries of the Santa Clara River including Piru, Hopper, Sespe and Santa Paula Creeks. Additionally, the District collaborates with other water agencies, US Naval Base Ventura County, and others on the innovation and development of long-term water sustainability projects and partnerships all to bring Ventura County to water sustainability.

Committed to the effective and efficient management of the area's water supplies through groundwater replenishment and the construction and operation of resourceful water supply and delivery system infrastructure, the District manages the groundwater resources utilized by the cities of Oxnard, Port Hueneme, Ventura, Santa Paula and Fillmore, as well as several mutual water districts, farms and individual pumpers. United Water also provides surface water delivery for agricultural irrigation and treated drinking water to the cities of Oxnard and Port Hueneme.

[UnitedWater.org](http://UnitedWater.org)

[United Water Facebook](#)

**UWCD Contact:**      **Kris Sofley**  
(T) (805) 525-4431  
(E) [kriss@unitedwater.org](mailto:kriss@unitedwater.org)

## Infrastructure law targets Western water funding

Dan Keppen of Family Farm Alliance breaks down successfully pushing for the allocations of billions of dollars for Western water infrastructure.

BY MCKENNA CORSON

February 24, 2022



Over the last few years, Dan Keppen, the executive director of Family Farm Alliance, and some like-minded agriculture industry members pushed to put aging water infrastructure on the front burner of Congress.

It was with the election of President Joe Biden in November 2020 that Keppen and his group saw an opportunity to push their efforts even further.

“It’s a challenge getting people excited in Congress about infrastructure, especially water infrastructure,” Keppen says. “And when people do talk about water infrastructure, it’s usually in terms of drinking water, like Flint, Michigan, sort of stuff.”

But Biden’s election was more than just a long-awaited opening to have their voices heard. This was a chance for national legislators to finally address water infrastructure, and most importantly, Western water infrastructure.

“We wanted to show that there was a need for our kinds of infrastructure, which is Western water, but we also wanted to make the list as broad as possible so that we could draw in as many organizations as possible, especially urban entities,” Keppen says. “It wasn’t just an agricultural focus like we’ve done in the past.”

A steering committee was born, consisting of organizations like Family Farm Alliance, Western Growers, California Farm Bureau Federation, Association of California Water Agencies and National Water Resources Association. With a lengthy, diverse wish list of infrastructures ranging from dams and canals to watershed programs and forest health, over 230 organizations signed on to the list that would be passed on to Congress.

“Our approach was, ‘Look, there are programs out there that can be accessed by folks from all over the Western United States,’” Keppen says. “‘Let’s just make sure we have enough money put into those authorizations.’ We didn’t really get into advocating for one project over another, although we encouraged the people from the individual states to do that on their own.”

Through the establishment of a communications network involving the Congress members of the Western United States, lobbyist efforts and a detailed justification for the dollars they asked for, a grand majority of their wish list moved into law with Biden’s signing of his \$1 trillion Infrastructure Investment and Jobs Act on Nov. 15, 2021.

In the bipartisan infrastructure law, the \$8.3 billion for water infrastructure, over \$500 million for the Natural Resources Conservation Service’s Watershed and Flood Prevention Operations Program, and several billion dollars for forest health and wildfire provisions came from the many ag and water organizations’ efforts.

“I think it was successful, because we had a lot of members and organizations behind it,” Keppen says. “But also, we had a drought happening and we could just point to the drought and say, ‘Look, we’re going to be better equipped to deal with these droughts in the future if you get a package like this pushed through.’”

“We also always brought up climate change and how infrastructure is a good way to deal with mitigating and adaptively dealing with climate change impacts on hydrology.”

Some specific water infrastructure projects Keppen says will be tackled through the law include an imperial dam on the Arizona-California border, watershed planning and modernization projects in Oregon, provisions for the Yakima River Basin in Washington, and continuations for water storage projects in California, Washington and Idaho.

In January, the Bureau of Reclamation outlined its 2022 fiscal year spending plan, outlining exactly where the infrastructure law's dollars will go toward. The bureau will receive \$1.66 billion annually to support a range of infrastructure improvements for fiscal years 2022-2026.

Keppen advises irrigation ag professionals looking to get involved in the law to stay on top of the Bureau of Reclamation's programs and keep close contact with irrigation districts and consulting firms to see what projects they have lined up.

"Almost on a weekly basis, there's opportunities coming out for the various programs that are getting funded," Keppen says.

For the water-based and ag-based industries spanning the West, the infrastructure bill carries an encompassing, deep impact.

"Water storage and conveyance structures across the Western United States help sustain agricultural operations that provides food, fuel and fiber for the whole nation," says Coleman Garrison, the government and public affairs director for the Irrigation Association. "Signing this legislation into law is a win for these producers to provide them stable access to irrigation water for years to come."

To Keppen, seeing what started as a dream of hopeful infrastructure funding turn into law was "a once-in-a-generation funding investment by the government."

"I've been doing this stuff for over 30 years, and it's the most I've ever seen be applied to our industry," Keppen says. "It's probably the most gratifying thing I've been involved with in my career."

### **The Bureau of Reclamation's 2022 fiscal year spend plan allocations include:**

- \$420 million for rural water projects that benefit various Tribal and non-Tribal underserved communities by increasing access to potable water.
- \$245 million for WaterSMART Title XVI that supports the planning, design and construction of water recycling and reuse projects.
- \$210 million for construction of water storage, groundwater storage and conveyance project infrastructure.
- \$160 million for WaterSMART Grants to support Reclamation efforts to work cooperatively with states, tribes and local entities to implement infrastructure investments to increase water supply.
- \$100 million for aging infrastructure for major repairs and rehabilitation of facilities.
- \$100 million for safety of dams to implement safety modifications of critical infrastructure.
- \$50 million for the implementation of Colorado River Basin drought contingency plans to support the goal of reducing the risk of Lake Mead and Lake Powell reaching critically low water levels.
- \$18 million for WaterSMART's Cooperative Watershed Management Program for watershed planning and restoration projects for watershed groups.

- \$15 million for Research and Development's Desalination and Water Purification Program for construction efforts to address ocean or brackish water desalination.
- \$8.5 million for Colorado River Basin Endangered Species Recovery and Conservation Programs.

McKenna Corson is the digital content editor for *Irrigation Today* and can be reached at [mckennacorson@irrigation.org](mailto:mckennacorson@irrigation.org).

# Los Angeles Times

**California agriculture takes \$1.2-billion hit during drought, losing 8,700 farm jobs, researchers find**



Farmworker Alma Guedea packs up freshly harvested grapes in Delano, Calif.  
(Brian van der Brug / Los Angeles Times)

By [Ian James](#) Staff Writer  
Feb. 25, 2022 5 AM PT

Severe drought last year caused the California agriculture industry to shrink by an estimated 8,745 jobs and shoulder \$1.2 billion in direct costs as water cutbacks forced growers to fallow farmland and pump more groundwater from wells, according to new research.

In a [report](#) prepared for the California Department of Food and Agriculture, researchers calculated that reduced water deliveries resulted in 395,000 acres of cropland left dry and



unplanted — an area larger than Los Angeles. In estimating the costs, they factored in losses in crop revenue and higher costs for pumping more groundwater.

California's agriculture industry is the largest in the country, averaging \$50 billion in annual revenue and employing more than 400,000 people. The researchers' analysis shows that the past year of drought had significant economic impacts, and these costs are likely to accumulate as climate change intensifies drought, and as California implements regulations to curb the chronic overpumping of groundwater.

The report, part of a larger three-year study, did not examine how the elimination of some full-time and part-time jobs are playing out for farmworkers. The authors said some workers have turned to taking other jobs, driving longer distances or moving.

"These farmworkers belong to the lowest-income group in the state, particularly in the Central Valley," said Josué Medellín-Azuara, a water resources economist and associate professor of civil and environmental engineering at UC Merced. "So when climate hits, these communities are hit harder."

Medellín-Azuara and colleagues from UC Merced, UC Davis and the Public Policy Institute of California estimated changes in the acreage of irrigated farmlands last year as compared to 2018. They surveyed irrigation districts, analyzed water data and reviewed satellite data to track changes in croplands.

In addition to considering the direct effects on farming businesses, the researchers estimated the "spillover effects" in the broader economy and found that analysis pushed the total impacts to more than 14,600 lost jobs, both full-time and part-time, and \$1.7 billion in gross revenue losses.

Here's what you should know.

The state is now entering a third year of drought. Many reservoirs remain at low levels and the snowpack in the Sierra Nevada stands at 67% of average for this time of year. Federal water managers announced this week that many farmers [should prepare to receive no water](#) from the Central Valley Project.

If the state doesn't get more precipitation in March, Medellín-Azuara said, "we are likely to see more severe cutbacks from water agencies to agriculture this year, and then the impacts can intensify."

The past year was one of the driest and hottest on record in California, and comes during a larger 22-year [megadrought](#) in the West that research shows is being worsened by global warming.

The researchers found the economic effects on California agriculture last year were comparable to the impacts in 2014, in the middle of the last major drought, which ended in 2016.

But they also found that this time the drought has been more severe in the Sacramento Valley and North Coast regions, leading to an increase in dry farmlands and revenue losses in those areas.

For example, the Russian River Basin has suffered from drier conditions over the past year, Medellín-Azuara said, “so the map of the dry areas changed a little bit.”

His team found that the croplands left fallow included rice fields in the Sacramento Valley, cotton fields in the San Joaquin Valley, as well as farmlands that had been producing grains and other field crops.

These shifts are occurring alongside other long-term changes in crops driven by the global market and other factors. Over the past decade, the acreage planted with wheat, cotton and alfalfa has decreased, while new orchards with high-value pistachios and almonds have expanded across vast stretches of farmland.

The report’s authors cited statistics showing milk remained the state’s top agricultural commodity in 2020, followed by almonds and grapes.

The research shows a substantial economic toll on agriculture, especially in the Central Valley, where the economy depends heavily on farming, said Alvar Escriva-Bou, a coauthor and senior research fellow with the Public Policy Institute of California.

“It’s a lot of money, a lot of jobs,” Escriva-Bou said.

The study focused on revenue losses and pumping costs but didn’t estimate profits in the agriculture industry.

Farming operations in the Central Valley have long turned to pumping more groundwater during droughts, and water levels have been dropping for decades. State lawmakers in 2014 passed the Sustainable Groundwater Management Act, which established a framework for managing groundwater and required local agencies to develop plans to eliminate problems of chronic overpumping.

Local groundwater agencies have been developing plans to begin implementing the law between now and 2040, with state officials overseeing the process and reviewing plans.

In the meantime, declining water levels in farming areas have continued to leave more rural homeowners, including many farmworkers, [struggling with dry wells](#). The state received reports of 975 household wells that ran dry in 2021, many in farming areas in the Central Valley.

The law is expected to gradually bring [limits on groundwater pumping](#) that will reduce the strains on depleted aquifers, and these limits will eventually force growers to leave dry a portion of the farmland in the San Joaquin Valley.

Escriva-Bou and other researchers have estimated that at least [500,000 acres of farmland](#) will probably have to stop being irrigated by 2040 to meet groundwater sustainability goals.

He and colleague Ellen Hanak have [presented a list of proposals](#) for improving implementation of the groundwater law. Their recommendations include accelerating “demand management,” or limits on pumping, while also planning how to convert some farmlands to other uses, such as solar farms and [habitat restoration areas](#) — a direction state officials have supported by [budgeting \\$50 million](#) for a land “repurposing” program.

Steps to reduce groundwater pumping should speed up in areas where water levels are falling, Escriva-Bou said.

“We need to accelerate that to be more resilient. Because if not, we are more vulnerable to droughts like this one,” Escriva-Bou said. At the same time, he said, “we have to think about alternative means of income for farmers and for communities.”

According to [state data](#), agriculture uses nearly 80% of the water that is diverted and pumped for human use in an average year in California.

Medellín-Azuara and other researchers have written that they expect California agriculture will [continue to use less water](#) in the long term because of the groundwater law and other factors including expanding development. They’ve also said they expect the state’s agriculture industry will continue to make efficiency improvements and benefit from growing demand for its specialty crops.

“Agriculture in California is very resilient and innovative,” Medellín-Azuara said. “Overall, we are weathering the drought and adapting to future droughts as well.”

Representatives of the agriculture industry said the economic losses, as well as the federal government’s announcement of minimal water deliveries, point to a need for California to build infrastructure projects to capture and store more water, both in groundwater basins and aboveground reservoirs.

The reduction in farming due to water shortages is having broader economic impacts, affecting local governments as well as workers who transport food products, said Danny Merkley, director of water resources for the California Farm Bureau.

“It’s a tremendous hit and it’s going to get worse before it gets better as we see SGMA, the Sustainable Groundwater Management Act, unfold and play out,” Merkley said. He compared groundwater to a savings account, saying the state has cut surface water deliveries — like reducing deposits to a checking account — while also cutting “our ability to go to our fallback, or our savings account.”

Merkley pointed out that California voters in 2014 passed a \$7.5-billion water bond measure, [Proposition 1](#), and some of the funds are for infrastructure and water storage projects. He said the

toll on the farming economy shows California should move ahead with building these projects to capture more water when wet weather returns.

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## **PWD to offer water use, conservation courses to customers**

- By ALLISON GATLIN Valley Press Staff Writer
- Feb 21, 2022

PALMDALE — The Palmdale Water District Board of Directors gave the go-ahead to staff to develop a water education class, which customers could attend in lieu of paying fines for overuse, should mandatory water restrictions be put in place.

Suggested by Director Amberrose Merino, the class is modeled after one used successfully in Santa Cruz in 2014, which offered customers a one-time waiver of fees for overuse if they attended a course about water use and conservation.

“They actually had a really successful program,” Resource and Analytics Supervisor Claudia Bolanos said.

The drought had a significant impact on Santa Cruz, as the city has no outside source of water, and therefore significant fines were imposed for overuse, she said.

More than 700 customers took advantage of the program in the first year, Bolanos said, and the city waived more than \$400,000 in fines.

“It is something that we feel would be effective if we had to move into mandatory (reductions),” she said.

The District will have to investigate the program further to determine what resources would be required to have a similar water education class, Bolanos said.

“I am so very excited about this idea,” Director Kathy Mac Laren-Gomez said. “I would like to see this program go forward and become a very successful educational tool to replace tickets.”

The water class could also save money for the District in the long run by saving water, Merino said.

The Board approved providing direction to the staff to develop the program and study its costs, bringing back a plan for the Board’s approval before it is implemented.