

AGENDA

FINANCE AND AUDIT COMMITTEE MEETING
Tuesday, March 19, 2019 – 9:00 A.M.
Board Room, UWCD G.I. “Irv” Wilde Headquarters
106 North 8th Street, Santa Paula, California

1. Public Comment

2. Approval of February 12, 2018 Finance and Audit Committee Meeting Minutes

The Committee will review the minutes from the February 12, 2018 Finance and Audit Committee meeting and approve as submitted or direct staff to revise as necessary to accurately reflect the discussion and actions taken at the meetings.

3. March 20, 2019 Board Meeting Agenda-Items with Fiscal Impact

The Committee will review and discuss all of the agenda items to be considered for approval at the March 20, 2019 Board meeting that have a fiscal impact to the District. The Committee will formulate a recommendation to the entire Board based on the discussions with staff. The Committee will discuss the following items:

AGENDA ITEM 4.2 Board to consider adopting Resolution 2019-05, authorizing entering into a funding agreement with the State Water Resources Control Board and authorizing and designating the General Manager for the Coastal Brackish Water Treatment Plant Project. The grant requires a 50% match by the recipient. Since the costs associated with this planning grant is simply staff time, which is fully budgeted regardless, no additional fiscal impact is expected by adopting this resolution.

AGENDA ITEM 4.3 Board to consider the creation of one additional Executive Assistant position to provide additional executive administrative support to the District’s executive management team and Board of Directors. The cost for the proposed addition of the new Executive Assistant position’s based on their salary range is estimated to be approximately \$18,517 inclusive of benefits for the remainder of the fiscal year from 5/1/2019 – 6/30/2019. There are sufficient funds in the FY 2018-2019 budget to cover these costs. For the full annual period in beginning on 7/1/2019, the cost is estimated at approximately \$119,710 for the first annual period.

AGENDA ITEM 4.4 Board to consider authorizing the General Manager to execute a professional services agreement with Northwest Hydraulic Consultants (NHC) in the amount of \$567,859 to provide further analysis of the Hardened Ramp as a Freeman Diversion Fish Passage Facility alternative. The hydraulic design and analysis of the Freeman Diversion Fish Passage Facility is included in the Fiscal Year 2018-19 Budget, and sufficient funds are available to provide \$567,859 for the contract and the negotiated cost for the contract amendment.

AGENDA ITEM 4.5 Board to consider authorizing the General Manager to execute an Amendment to the Agreement with ICF Jones & Stokes, Inc. (ICF) of \$12,260 to assist the federal regulatory agencies with National Environmental Policy Act (NEPA) compliance for incidental take permit issuance under the Endangered Species Act, Section 10(a)(1)(B). Sufficient funds for the proposed scope of work in Fiscal Year 2018-2019 are encumbered in an open P.O. that has been carried over.

AGENDA ITEM 4.6 Board to consider authorizing the General Manager to execute a professional services agreement with ICF Jones & Stokes, Inc. in the amount of \$158,674 to advise on strategy regarding the Multiple Species Habitat Conservation Plan (MSHCP), attend and assist with agency meetings, revise the administrative draft MSHCP's Alternatives to Take Chapter, and provide an optional task of leading an HCP training workshop for District and relevant regulatory agency staff. Sufficient funds to cover the expenditure for services proposed to be conducted through June 2019 are included in the current FY 2018-19 Budget.

AGENDA ITEM 4.7 Board to consider approving a Consulting Agreement between United Water Conservation District (District) and the Mound Basin Groundwater Sustainability Agency (MBGSA) to provide technical support for the Sustainability Plan (GSP) that will be prepared for the Mound basin. There will be no adverse impact on the District's finances. District's consulting services to the MBGSA are anticipated to generate \$214,296.93 in revenue, equal to the direct cost of the staff time required to conduct the work.

4. Monthly Investment & Pipeline Delivery Reports (January 31, 2019)

The Committee will review and discuss the District's investment portfolio and cash position, as well as the pipelines' water activity as of January 31, 2019. The Committee will provide direction to staff as necessary to ensure the fiscal stability of the District.

5. Board Requested Cost Tracking Items

The Committee will review and discuss the costs to date that the District has incurred:

- a) as part of the licensing efforts and the probable maximum flood studies for the Santa Felicia Dam
- b) in relation to environmental mandates
- c) in relation to litigation with the City of Ventura, Wishtoyo Foundation complaint and District legal costs over the past several fiscal years
- d) in relation to professional fees over the past several fiscal years.

6. Monthly Administrative Services Department Update

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

7. Future Agenda Items

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

Directors:

Bruce Dandy
Shelly Berger
Mike Mobley

Staff:

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

The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's services, programs or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda material in an alternative format, please contact the District Office at (805) 525-4431. Notification of at least 48 hours prior to the meeting will enable the District to make appropriate arrangements.

Approved: 

Posted: (date) March 14, 2019

(time) 9:00a.m.

(attest) *Kris Sofley*

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

Posted: (date) March 14, 2019

(time) 9:15a.m.

(attest) *Kris Sofley*

At: www.Unitedwater.org