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AGENDA
RECREATION COMMITTEE MEETING
Wednesday, December 6, 2023, at 9:00 A.M.
District Headquarters, Board Room, First Floor
1701 N. Lombard Street, Oxnard, CA 93030

OPEN SESSION 9:00 A.M.

Committee Roll Call

1. Public Comment

The public may address the Recreation Committee on any matter not on the agenda within the jurisdiction of the Committee. All comments are subject to a five-minute time limit.

2. Approval of Minutes

Motion

The Committee will review and consider approving the Minutes from the October 4, 2023, meeting.

3. Monthly Park and Recreation Department Report

Information Item

The Committee will receive and review the monthly report. Additionally, the Committee will receive an oral report and presentation from staff which includes ongoing tasks and activities from the Lake Piru Recreation Area for the months of October and November 2023, along with a financial overview.

4. Board Motion Items for December 13, 2023, Meeting

The Committee will receive, review, and consider recommending the approval of the following motion items to the Board of Directors during the meeting scheduled for December 13, 2023:

4A. District Vehicle Procurement

The Committee will consider approving the procurement of a new vehicle to be used by Chief Operations Officer.

4B. Lake Piru Recreation Area Marina Replacement Project

The Committee will consider recommending to the Board a motion to execute an agreement with Bellingham Marine Industries, Inc. to design and replace the Lake Piru Recreation Area Marina.

Future Agenda Items

The Committee members may suggest issues or topics they would like to discuss at future meetings.

ADJOURNMENT

Directors:
Chair Sheldon G. Berger
Gordon Kimball
Daniel C. Naumann

Staff:
Mauricio Guardado Josh Perez
Clayton Strahan Ed Reese
Anthony Emmert Eva Ibarra

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: _____


General Manager Mauricio Guardado

Approved: _____


Chief Operations Officer Clayton Strahan

Approved: _____


Dam Operator Greg DeJarnette

Posted: (Date) November 30, 2023

(time) 4:00 p.m.

(attest) Eva Ibarra

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

Posted: (Date) November 30, 2023

(time) 4:10 p.m.

(attest) Eva Ibarra

MINUTES
RECREATION COMMITTEE MEETING
October 4, 2023, 9:00 A.M.
Boardroom, UWCD Headquarters
1701 N. Lombard Street, Oxnard, CA 93030

COMMITTEE MEMBERS IN ATTENDANCE

Sheldon G. Berger, chair
Gordon Kimball, director
Daniel Naumann, director

STAFF IN ATTENDANCE

Mauricio Guardado, general manager
Anthony Emmert, assistant general manager
Eva Ibarra, clerk of the committee
Josh Perez, chief human resources officer
Zachary Plummer, technology systems manager
Clayton Strahan, chief park ranger
Brian Zahn, chief financial officer

OPEN SESSION 9:02 A.M.

Chair Berger called the Committee meeting to order at 9:02 a.m. Three committee members were present (Director Berger, Director Kimball, and Director Naumann).

1. Public Comments
Information Item

Chair Berger asked if there were any comments or questions from the public for the Committee. None were offered.

2. Approval of Minutes
Motion

Motion to approve the minutes from June 7, 2023, Director Kimball; Second, Director Naumann. Voice vote: three ayes (Berger, Kimball and Naumann). Motion carries unanimously 3/0.

3. Monthly Park and Recreation Department Report
Information Item

The Committee received and reviewed the monthly report. Additionally, the Committee received an oral report and presentation from staff, which included ongoing tasks and activities from the Lake Piru Recreation Area for the month of July through September 2023, along with a financial overview.

Recreation Committee Meeting MINUTES

October 4, 2023

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Director Naumann asked if United has ever considered contracting a tree arborist for tree maintenance at the lake. Chief Strahan said yes, they currently have a contract with Pacific Vista Landscaping that will perform the annual tree trimming maintenance.

Director Berger asked if neighboring property owners use the lake roads to get to their properties. Chief Strahan said yes, and mentioned neighbors are considerate when lake tasks require United personal having to cross onto their properties.

Director Berger asked how many bins of debris from the lake have been removed to date. Chief Strahan stated 140 bins of debris have been removed.

Director Naumann asked if the Howl at the Moon Night Fishing events are actually on full moon nights. Chief Strahan stated the dates of events are based on full moon nights confirmed before they are announced.

Director Berger asked about the hike in revenue for WiFi. Chief Strahan stated WiFi is one of the best amenities offered to our visitors. Allowing visitors to post and tag the lake, helping to gain popularity and bring more visitors to the Lake Piru Recreation Area.

Director Berger asked for a status update on Pothole Trail and whether it has reopened. Chief Strahan replied, Pothole Trail is now open and being used by visitors, as road work has been completed and explained the work performed to reopen.

Director Berger asked what is revenue looking like with the last quarter. Chief Strahan anticipates revenue reaching \$150,000, and mentioned there is a slowdown at the end of quarter due to the weather change, it is close to that dollar amount.

Director Berger asked who controls social media for the lake. Chief Strahan said both he and the administrative staff are directly responsible for the content of the Lake Piru website.

Director Berger asked where are we with lake levels. A discussion followed regarding the lake levels and the reason for the changes.

Future Agenda Items

None mentioned.

ADJOURNMENT: 9:45 a.m.

Director Berger adjourned the Recreation Committee meeting at 9:45 a.m.

I certify that the above is a true and correct copy of the minutes of the UWCD Recreation Committee meeting of October 4, 2023.

ATTEST: _____
Director Sheldon Berger



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Operational Update: JULY – SEPTEMBER 2023

Facilities Maintenance Highlights

- Staff continued to work and manage the FEMA cleanup efforts associated with the January 9, 2023, storm (July-August).
- Performed an overhaul of the District's quagga mussel decontamination unit (July 10-25).
- Staff completed an overhaul of the District's patrol vessels and PWC including reupholstering vessels and making mechanical repairs (July 17-24 and August 24-28).
- Provided oversight for asphalt repair mitigation project in the Oak Lane Campground (August 10-16).
- Staff performed substantial moves of the marina and marina anchors (three outings in July, August and September).
- Staff along with contractors performed the installation of the newly purchased coin operated laundry unit (August 1-22).

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A blue maintenance trailer with various tools and equipment, parked outdoors.A stack of four coin-operated laundry machines, two on top and two on the bottom, in a utility room.

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Operational Update: JULY – SEPTEMBER 2023

Facilities Maintenance Highlights

- Staff coordinated the Oak Lane asphalt repair project in conjunction with engineering (Aug. 1-9).
- Staff performed cleanup in the wake of Hurricane Hilary (Aug. 22-24).
- Staff coordinated the marina asphalt repair project in conjunction with engineering (Aug. 28-Sept. 1).
- Staff installed a new irrigation system at Dog Park (Aug. 24-Sept. 1).
- Staff performed the removal of three 100-year-old oak trees that fell in Group Camp 1 on Labor Day weekend (Sept. 2-3).
- Staff managed the annual tree care maintenance project performed by Pacific Vista Landscapes totaling \$68,000 in budgeted work (Sept.18-29).

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Operational Update: FEMA RESTORATION UPDATE

Facilities Maintenance Highlights

- June 9: Completed work on westside of Lake Piru.
- June 12: Repaired the lower access road and creek crossing.
- June 16: Crossed the Wet Creek Crossing below SFD.
- July 5: Began repairs to East road and drain basins.
- July 5-21: Repaired drain basin 1 nearest SFD.
- July 23-31: Repaired basins 2-6.
- August 1-15: Repaired three-barrel culvert crossing in Santa Felicia Cove.

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Operational Update: FEMA RESTORATION UPDATE

Facilities Maintenance Highlights

- August 30: Cleaned off SFD Spillway.
- September 1-15: Installed overflow drain culvert risers in all east road drain basins.
- September 18-29: Completed clearing drain basins on the western side of the reservoir along Piru Canyon Road (two drain basins located between Kings Ranch and Layman Ranch).

Debris Removed to Date:

- 4,197 cubic yards floating debris
- 8,629 cubic yards (June 23)

FUNDING UPDATE:

- \$3.97 million requested
- \$20,000 received

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Operational Update: JULY-SEPTEMBER 2023

Training, Events, and Meetings

July 14,18, and Aug. 11 and 25	S'mores and Stories Interpretive Talks
July 1 and August 5	Howl at the Moon Night Fishing Event
July 12	Park Ranger Staff Swear in, and Received Lexipol Award
July 15 and August 5	Hosted Semi Professional Bass Fishing Tournaments for National Bass West
July 21-24 and Aug. 1	Hosted Film Shoots Totaling Over \$5,000
Aug.4	Santa Clarita Valley Tourism Board Tour
Aug. 16	Ventura County Search and Rescue Training Day
Aug. 26	Boat Sonar Training Hosted by Ventura County

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Operational Update: July-September

Training, Events, and Meetings

Sept. 8, 11 and 12	• Ventura County Radio Dispatch Training
Sept. 19-20	• Wilderness First Aid
Sept. 15	• Part 107 Drone License Training
Sept. 9, 10 and 16	• Ventura County – Water Rescue Training
Sept. 14, 15-26	• Hosted Film Shoots Totaling Over \$9,000
Sept. 21	• CDFW Enforcement Training

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FINANCE

PARK VISITATION AND REVENUE RECAP

Annual Month to Month Comparison

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Operational Update

Revenue Recap 2023 vs. 2022
Jan. 1 – Sept. 26

Year	Day Use Revenue	Camping Revenue	All Other Revenue	Revenue Collected	Revenue Received (after refunds)	Visitation (# of people)
2023	\$223,287	\$499,550	\$134,404	\$915,872	\$859,105	77,940
2022	\$206,815	\$450,114	\$119,341	\$826,265	\$776,270	70,579

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Operational Update

Other Revenue Recap – 2023 vs. 2022
Jan. 1 – Sept. 26

Year	Firewood	Ice/Water	Showers/Laundry	Wi-Fi	Filming/Events	Pet Fees	Concessions/T-shirts
2023	\$19,750	\$23,977	\$8,316	\$29,112	\$20,942	\$10,127	\$12,610
2022	\$15,464	\$20,260	\$14,956	\$25,272	\$15,509	\$8,635	\$8,000

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QUESTIONS?

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Staff Report

To: UWCD Recreation Committee

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

From: Clayton W. Strahan, Chief Park Ranger

Date: November 15, 2023 (December 6, 2023, meeting)

Agenda Item: 3. **Monthly Park and Recreation Department Report**
Information item

Staff Recommendation:

The Committee will receive and file this staff report from Parks and Recreation Department regarding its activities for the month of November 2023.

Discussion:

During the month of November staff and guests alike enjoyed the first significant rainfall of the season, which occurred on November 15 and 18, bringing approximately 0.86 inches of rain to the Piru area. Staff continued to perform maintenance tasks throughout the park during this time, as it typical during the fall. The lake also received its annual allotment of Table A State Water, along with water purchased under transfers with Palmdale Water and Santa Clarita Valley Water Agency. With this influx of water, staff worked to ensure lakeside facilities remained operational, including the critically disabled marina which is slated for replacement. Staff hope for more rain in the coming months to raise the lake level and provide additional water for United customers.

Staff Tasks and Activity Highlights

- **November:** Staff worked on facilities rehabilitation project at the condor point store. This included painting the store, redoing the floors on the interior, and conducting pest control. These are small steps being taken toward the goal of opening the store next season.
 - **November 2:** Staff upgraded the lakes herbicide application rig with a new and improved 5-nozzle boom assembly that replaces an old and leaking assembly that is out of regulation. This new assembly will allow staff to spend less time in the field spraying.
 - **November 8, 17- 20:** Staff, along with support of the Santa Felicia dam team, spent a significant amount of time moving the marina as the water levels fluctuated from the influx of water coming into the lake and as releases from the lake ramped up to ensure diversions downstream.
 - **November 8:** Waterworks Plumbing performed repairs to the septic line in the Olive Grove campground. The septic line was full of rocks and other debris that was causing major
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3. Monthly Park and Recreation Department Report

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blockages. Waterworks also cut out low spots in the septic line that were promoting new blockages. Staff will be installing locking lids, so that when not in use, debris cannot be put into the line. It's believed that this is the result of young kids being kids and placing rocks in the line.

- **November 8:** Staff worked to clear Reasoner Launch Ramp of sediment that accumulated on the bottom of the ramp after the January storms brought in significant sediment. Clearing this sediment is crucial in ensuring the launch ramp is accessible for future use and safe for guests.
- **November 13-15:** Staff worked to fill sandbags and set hay wattles in key areas of the campground in preparation for the excessively wet winter we are expecting. These sandbags and wattles effectively route water runoff through the campground to avoid damage to any of the sites.
- **November 16:** Staff performed maintenance on the districts dump trailer and restored the hydraulic dump capability by replacing the electric motor and rewiring the trailer. Staff uses this trailer to move debris, green waste and other heavy items from one location to another in and around the recreation area. The dump trailer has been historically used to remove trash from the river bottom and to haul sediment off the launch ramps.
- **November 13-16:** Staff made repairs to the aging tile floors in the upper Olive Grove restroom. Staff replaced broken tiles in order to ensure public safety and a best in class appearance.
- **November 18-22:** Staff worked to remove a large fallen tree in the upper Olive Grove campground. The tree fell as a result of the high East winds experienced during much of the second half of November.
- **November 20:** Staff began spraying herbicide to prevent excess growth of weeds and brush following the storm earlier in the month. It should be noted that this effort has been ongoing due to the unprecedented rainfall received this year.

Staff Training/Meetings/Events

- **October 30-November 3:** Staff conducted a physical battery test for new Park Ranger Cadet candidates. All of those who tested passed successfully and they are all moving forward with the hiring process. A conditional offer has been made for the preferred candidate, pending completion of a California POST approved background and psychological evaluation.
 - **November:** Park Ranger Cadet Natalie Everton completed her online portion of her Part 107 FAA drone training certification. She will complete the process in December when she tests for certification and performs the practical exam.
 - **November:** Park Ranger Cadet Matt Lundberg completed his POST mandated public safety-first aid training. The 24-hour course is a state requirement for first responders working in a law enforcement role.
 - **November 13:** CDFW conducted a fisheries survey at Lake Piru. The collected data is used to track fish population trends, evaluate the effectiveness of management actions, and establish realistic management goals for a given lake or stream.
 - **November 15:** Ranger staff had the opportunity to work with O&M staff, as they trained
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3. Monthly Park and Recreation Department Report

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staff to take reads at the Santa Felicia Dam. Staff also had the opportunity to gain a better understanding of how the dam operates with a tour of the Santa Felicia Dam.

Revenue and Visitation Recap

2023 Day Use/Other Revenue Recap and Comparison	
2023 Day Use/Other Revenue (Jan. 1 – Nov. 15)	\$388,863
2022 Day Use/Other Revenue (Jan. 1 – Nov. 15)	\$359,115
Total Revenue Increase/Decrease from Prior Year	\$29,748
Annual Increase/Decrease %	+8.28%
2023 Camping Revenue Recap and Comparison	
2023 Camping Revenue (Jan. 1 – Nov 15)	\$537,771
2022 Camping Revenue (Jan. 1 – Nov 15)	\$498,735
Total Revenue Increase/Decrease from Prior Year	\$39,036
Annual Increase/Decrease in %	+7.82%
Total Combined Revenue Current and Previous Year Comparison (2023 vs. 2022)	
2023 All Revenue (Jan. 1 – Nov 15)	\$926,634
2022 All Revenue (Jan. 1 – Nov 15)	\$857,850
Total Revenue Increase from Prior Year	+\$68,784
Annual Increase/Decrease in %	+8.01%

***It should be noted that the above figures have not been verified by the district's finance department

2023 Total Visitation Figures				
Month	# People	# Vehicles	# Vessels	Pets
January	598	414	16	10
February	1,698	366	0	3
March	3,475	1,036	0	3
April	11,466	3,222	125	67
May	12,194	3,242	514	47
June	12,873	2,955	513	29
July	24,482	5,716	893	54
August	9,105	2,561	400	16
September	3,747	1,667	694	17
October	2,243	1,400	197	8
November	1,811	693	64	4
Total	83,692	23,272	3,416	254

- **Incidents/Arrests/Medicals**

Nothing new to report.

- **Citations/Enforcement Summary**

Throughout November, no citations were issued for violations of District Ordinance 15 and or for violations of the California Penal Code of the California Harbors and Navigation Code.

3. Monthly Park and Recreation Department Report

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Additionally, it should be noted that Ranger staff issued numerous verbal warnings throughout the month for violations of District ordinances and State laws.

- **Grants**
Nothing new to report.



Staff Report

To: UWCD Recreation Committee

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

From: Clayton Strahan, Chief Operations Officer
Brian H. Zahn, Chief Financial Officer

Date: November 20, 2023 (December 6, 2023, Meeting)

Agenda Item: 4A. District Vehicle Procurement
Motion

Staff Recommendation:

The Committee will consider approving the procurement of a new vehicle to be used by Chief Operations Officer and authorize the General Manager to execute a purchase order in the amount of up to \$60,000 for this vehicle and its supporting equipment pursuant to the district's procurement policy.

Background:

As the operations at Lake Piru have increased in scope, so has the size of the full-time staff. With the increase in staff associated with the park ranger team, there is an increased need for the appropriate number of emergency response vehicles necessary to perform public safety functions at Lake Piru. As part of the Fiscal Year 2023-2024 budget, the Board approved a capital purchase for a new vehicle. The intent is the purchase of this vehicle will allow the Chief Operations Officer patrol vehicle to be placed into patrol rotation and allow for the purchase of a more economical, appropriate, and fuel-efficient vehicle. If approved, the new vehicle will be utilized by the Chief Operations Officer position, while increasing the patrol fleet size at Lake Piru. This would ensure a greater presence and response within the park. With the increased volume of driving conducted by the Chief Operating Officer position through the District's service area and the increase in the frequency for tours and passenger related activities, the decision has been made to purchase a sedan, rather than the typical pickup truck often used by staff. If approved, this vehicle would be outfitted with hidden "visor bar" light bar so that in emergencies the vehicle could still be used to respond to emergencies, if necessary, without giving the appearance of the vehicle being an emergency response vehicle. The vehicle would also not be badged and would simply be unmarked like all other District vehicles.

Fiscal Impact:

The total procurement cost requested is \$60,000. This is a budgeted item that is included in the Fiscal Year 2023-24 budget. The budgeted request includes the purchase of the vehicle and the purchase and installation of the necessary supporting equipment such as radios. It should be noted

**4A. District Vehicle Procurement
Motion**

that while this is a budgeted item, pursuant to financial policies, Board approval is necessary for the procurement of all vehicles even when budgeted.



Staff Report

To: UWCD Recreation Committee Members

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

From: Clayton Strahan, Chief Operating Officer
Maryam Bral, Chief Engineer
Brian Zahn, Chief Financial Officer

Date: November 21, 2023 (December 6, 2023, meeting)

Agenda Item: **4.B Authorize the General Manager to execute a contract with Bellingham Marine Industries, Inc. for the Lake Piru Recreation Area Marina Replacement Project**
Motion

Staff Recommendation:

The Committee will consider recommending to the Board a motion that gives the General Manager the authority to execute an agreement with Bellingham Marine Industries, Inc. (BMI). The supplemental appropriation from the Replacement, Capital Improvement and Environmental Projects reserve account in the amount of \$1,196,119, would be used to fund the contract, once the District is reimbursed from FEMA and CalOES, the funds will then be returned to the reserve account.

Discussion:

The 2023 winter storms damaged the existing marina at the Lake Piru Recreation Area. SDRMA has inspected the marina and deemed that an in-kind replacement of the existing marina is warranted. As a result, staff circulated an RFP, to multiple dock building contractors, for the design and construction of a marina that mimics the existing marina and be built to the current standards. A sole proposal was received in the amount of \$1,636,701 from BMI.

BMI visited Lake Piru and worked with staff to produce a comprehensive proposal that outlines their plan for an in-kind replacement of the existing marina.

SDRMA placed a \$854,000 value on the existing marina, for which the District has a \$500,000 deductible, so the check received from SDRMA was \$354,000.

Of the remaining \$1,282,701 in costs, the District will receive a 75% reimbursement from FEMA and an 18.25% reimbursement from CalOES, in addition to the SDRMA funds for a combined total of \$1,550,119. This leaves \$86,582 to be funded by the District.

Staff are requesting the Committee consider recommending the award of a contract with Bellingham Marine Industries, Inc. to the full Board and authorizing the General Manager to execute said contract.

Agenda Item: 4B. Lake Piru Recreation Area Marina Replacement Project
Board Motion

Fiscal Impact:

After deducting the \$354,000 SDRMA funds from the contract price of \$1,636,701, FEMA and CalOES will reimburse the District 93.25% of the balance or \$1,196,119. The fiscal impact for the District is \$86,582. This will be accounted for using 050-200-52290 (professional services – other).