

Board of Directors Sheldon G. Berger President Lynn E. Maulhardt, Vice President Catherine P. Keeling, Secretary/Treasurer Mohammed A. Hasan Gordon Kimball

General Manager Mauricio E. Guardado, Jr.

Legal Counsel David D. Boyer

### AGENDA REGULAR BOARD MEETING

### Wednesday, March 13, 2024, 12:00 p.m. Board Room, UWCD Headquarters 1701 N. Lombard Street, Oxnard CA 93030

### 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.

### ROLL CALL

### 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 Executive (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.

### 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 1:00 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 <u>Oral Report Regarding Executive (Closed) Session</u> 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.

- 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)
  - 3.1 Approval of the February 14, 2024, Regular Meeting Minutes <u>Motion</u> Approve the minutes.
  - 3.2 Groundwater Basin Status Reports <u>Information Item</u> Receive and file Monthly Hydrologic Conditions Report for the District.
  - 3.3 Monthly Investment Reports for Month Ending January 31, 2024 Information Item

Receive and review the most current investment report.

3.4 Fiscal Year Second Quarter 2023-2024 Financial Reports (October 1, 2023 – December 31, 2023) Information Item

Review the Fiscal Year Second Quarter (FY Q2) 2023-24 Financial Reports for the period of October 1, 2023, through December 31, 2023.

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

## 4.1 Operations and Maintenance Department Monthly Report Craig Morgan

## Information Item

Summary report and presentation 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.

## 4.2 Park and Recreation Department Monthly Report Craig Morgan

### Information Item

Summary report and presentation 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.

## 4.3 Water Resources Department Monthly Report and Update on Activities of Local Groundwater Sustainability Agencies (GSAs) John Lindquist

### Information Item

Summary report and presentations on the monthly activities of the Water Resources Department including but not limited to updates to the District's Groundwater Flow Model; reservoir releases; importation of State Water Project (SWP) water; optimization of diversion and recharge operations; hydrologic and well conditions; available Forebay storage; support of design of the Extraction Barrier and Brackish (EBB) Water Treatment Project; other potential water supply and sustainability water projects; outreach and educational activities; and various user groups (including but not limited to Oxnard Plain and Pumping Trough Pipeline groups) including 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).

### 4.4 Administrative Services Department Monthly Report Josh Perez and Brian Zahn Information Item

Summary report and presentation 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.

### 4.5 Engineering Department Monthly Report Dr. Maryam Bral Information Item

Summary report and presentation 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.

### 4.6 Environmental Services Department Monthly Report Marissa Caringella Information Item

Summary report and presentation 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

### Finance Department – Brian Zahn

5.1 PUBLIC HEARING

Proposed Order to Cease Extraction of Groundwater at Well No. 03N20W02H05S (Water Code § 75637, subdivision (b)) Motion

Approve Resolution No. 2024-02 ordering an operator of Well No. 03N20W02H05S to cease extraction of groundwater due to delinquent groundwater extraction charges.

### Finance Department – Brian Zahn

5.2 Approve a Payment Plan for Southside Improvement Company January 2024 Groundwater Billing Motion

Approve a payment plan for Southside Improvement Company's (Southside) January 2024 Groundwater billing.

### Engineering Department – Dr. Maryam Bral

5.3 Authorize Approval of a Professional Consulting Services Agreement with Stantec Consulting Services, Inc. to Develop the 30% Design of the Lake Piru Recreation Area Facilities Improvement Project – Lake Piru Recreation Area Facilities Improvement Project (CIP 8055) <u>Motion</u>

Authorize the General Manager to execute an agreement with Stantec Consulting Services, Inc. (Stantec) in the amount of \$407,000 to develop the 30% design package of the Lake Piru Recreation Area Facilities Improvement Project (FIP) (CIP 8055).

### Engineering Department – Dr. Maryam Bral

5.4 Authorize Approval of a Construction Contract with ABC – Liovin Drilling, Inc. for EBB Phase 1 Monitoring Wells (CIP 8019) <u>Motion</u>

Authorize the General Manager to award a construction contract to the lowest responsive bidder, ABC Liovin Drilling Inc, in the amount of \$2,746,539 [\$2,692,685 plus 2% contingency] for the construction of the Extraction Barrier Brackish Water Treatment (EBB) Phase 1 Monitoring Wells. A California Department of Water Resources (DWR) Sustainable Groundwater Management (SGM) Round 1 grant will offset approximately 40% of project costs.

### Administration Services Department – Tracy Oehler

## 5.5 Director Vacancy - Division 6

### <u>Motion</u>

Open the recruitment process to have an individual fill the vacancy or call for a special election.

### Administration Services Department – Tracy Oehler

- 5.6 Conduct Board of Directors Division 5 Applicant Interviews and Select an Applicant for Appointment Motion
  - a. Conduct interviews for the Board of Directors Division 5 vacancy.
  - b. Select an applicant to be appointed to fill the Board of Directors Division 5 vacancy with the term of office ending December 2024.

### 6. BOARD OF DIRECTORS READING FILE

### 7. **FUTURE AGENDA ITEMS**

#### ADJOURNMENT 8.

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

This agenda was posted Thursday, March 7, 2024, at 4:00 p.m. at the United Water Conservation District Headquarters, Oxnard, CA and www.unitedwater.org.

Tracy J. Oehler, Clerk of the Board

### 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) cases.
- **1.2** Conference with Legal Counsel Existing Litigation Pursuant to Government Code Section 54956.9 (d)(1)
  - A. <u>Wishtoyo Foundation, et al v. United Water Conservation District</u>, U.S. District Court for the Central District of California, Case No.2:16cv-03869 GHK (PLAx).
  - B. <u>OPV Coalition v Fox Canyon Groundwater Management Agency</u>, 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.
  - C. <u>United Water Conservation District v United States</u>, U.S. Court of Federal Claims, Case No. 22-542L; Complaint for Just Compensation under the 5<sup>th</sup> Amendment.
  - D. <u>State of California Department of Transportation v. Santa Elena</u> <u>Farms, LLC</u>, County of Ventura, Case No. 2024CUE1019827 (assigned to Department 41); Complaint in Eminent Domain (Parcels 81213-1, 81213-2, and 81213-3).



## Staff Report

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado, Jr., General Manager
From:	Tracy J. Oehler, Clerk of the Board
Date:	March 5, 2024 (March 13, 2024 Meeting)
Agenda Item:	2.5 Board Members' Activities Reports Information Item

### Staff Recommendation:

Receive and file information regarding meeting participation provided by each of the Board of Directors through monthly activities reports (per diems).

### Discussion:

This item is provided on the agenda of each regular 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 the Board.
- 2) Meetings, workshops, conferences, and functions attended during the previous month on behalf of the District.
- 3) Possible conflicts the Directors might have with respect to issues on the agenda.

### Attachment(s):

A – Directors' Monthly Activities Reports

Board of Directors Activities and Expenses for Month July	Due on last day of month
Activities and Expenses for Month July	Year 2013

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MAULHARDT

1. UWCD Board Meetings			Date	Mileage
Regular, special or emergency meeting	<b>js</b> .		7/12/23	2.1
2. UWCD Committee/Advisory Bod	y Meetings	Committee Name & Location	Date	Mlieage
Environmental, Executive, Finance/Audit		FINANCE & AUY	7/3/27	2.1
Groundwater, Operations, Planning, R RiverPark JPA Committees.	ecreation and	ENGLOPE MITE	7/6/23	2.1
3. Meeting with GM or District Lega	W/GMorLC	Meeting Desaiption & Location	Date	MHeage
Counsel (LC)	W/6M	MTG W/BM	7/01/23	2.1
				4.4 × 4.
4. Conferences/Trainings. Includes educational activities organized by ACW		Event Name & Location	Date	Mileage
CSDA.				
5. Appointed representative to me			Date	Mlieage
entitles' Boards. Includes FCGMA, LA JPA, AWAVC BoD, Oxnard Chamber of		and the second design of the s	7/35/33	2.1
Water Committee, ACWA, CSDA and G preparatory meetings with GM regardir meetings.	SA. Or	FLGMA REG MTG	07/26/27	136
6. Meetings of other government	entitles at	Entity Name & Location	Date	Mileage
request of 800, BP or GM. Such as F		MTZ W/ John Mant for/PV	7/10/23	35
or Oxnard City Council.		PH W/ Jeft Pratt	7/13/23	0
		MTE WHE PUCUD	7/34/27 7/11/23	2./
7. Meetings with board members	orexecutive	Entity Name & Location	Date	MUeage
management of other agencies. In: LAFCO, RiverPark JPA, AWAVC BoD, Chamber of Commerce Water Committ CSDA, GSA.	Oxnard	Pub Mite ANNA MIE	7/2-/27	2.1
8. Public meetings hosted by Distric	ct regarding	Meeting Description & Location	Date	Mileage
District matters Such as Section 10 HCP, Vern Freema	an Fish Panel.			

Board of Directors Activities and Expenses for Month \_\_\_\_\_\_\_Year \_\_\_\_Year \_\_\_\_

Due on last day of month

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1. UWCD Board Meetings Regular, special or emergency meeting	<b>!\$</b> .	SPECIAL	Date 9/34/24	Mileage 2./
2. UWCD Committee/Advisory Bod Environmental, Executive, Finance/Audit Groundwater, Operations, Planning, R RiverPark JPA Committees.		Committee Name & Location	Date 8/3/23	Mlieage 2./
3. Meeting with GM or District Legal Counsel (LC)	W/GMorLC &M &M &M	Meeting Desaiption & Location MT& W/PV&GM MT& W/GM & OPV MT& W/GM	Date 8/8/24 9/15/24 8/9/24	MHeage 21/ 21/ 3.5
4. Conferences/Trainings. Includes educational activities organized by ACW CSDA.		Event Name & Location	Date	Mileage
5. <u>Appointed representative</u> to mee entitles' Boards. Includes FCGMA, LA JPA, AWAVC BoD, Oxnard Chamber of Water Committee, ACWA, CSDA and G preparatory meetings with GM regardin meetings.	FCO, RiverPark Commerce SA. Or		Date 3/22/24 8/22/24 8/22/24 9/30/24	Mlieage
6. Meetings of other government of request of 800, BP or GM. Such as P or Oxnard City Council.		Entity Name & Location	Date	Mileage
7. Meetings with board members of management of other agencies. Ind LAFCO, RiverPark JPA, AWAVC BoD, Chamber of Commerce Water Committe CSDA, GSA.	cludes FCGMA, Oxnard	Entity Name & Location	Date 3/8/2-3	MUeage 2.1
8. Public meetings hosted by Distric District matters Such as Section 10 HCP, Vem Freema		Meeting Description & Location	Date	Mileage

Board of Directors Per Diem and Expenses for Month Auto Year 23

Due on last day of month

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

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

Phone Allowance			\$50.00
Total# of meetings	9	x\$260	\$2340.0
-not to exceed 10 meeti	ngs and \$2,6	00. per month or 1 m	eeting per day
Total days of travel		x \$100.00/day	
Total # of miles	43.3	x \$0.655/mile	\$23.36
Total other expenses			\$
TOTAL MILEAGE AND	THER EXP	ENSES	\$2413.36

**Director Signature** 

Date: 2/26/24 Date: 3/5

Date

General Manager Signature

Definitions BoD: Board of Directors **BP: Board President** GM: General Manager

· attach all receipts

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Per Diem and Expenses for	Month	Jul	Year	23	

Due on last day of month

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

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

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TOTAL MILEAGE AND	1 11	INSES	3686.
Total other expenses			\$
Total # of miles	55.4	x \$0.655/mile	\$ 36.19
Total days of travel		x \$100.00/day	1
••not to exceed 10 meeting	ngs and \$2,60	0. per month or 1 m	eeting per day
Total# of meetings	10	x\$260	\$ 26 00
Phone Allowance		\$50.00	

**Director Sign** 

General Manager Signature

Definitions BoD: Board of Directors **BP: Board President** GM: General Manager

· attach all receipts

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Activities	and Expenses	for Month	SE?	_Year _2.7

Due on last day of month

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1. UWCD Board Meetings Regular, special or emergency meetin	gs.		Date 9/13/28	Mileage 2./
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.		Committee Name & Location FINANCE /Augot A)g OPC Executive	Date <u> <u> </u> </u>	Mlieage 2-/ 2./ 2./
3. Meeting with GM or District Legal	W/GMorLC	Meeting Desalption & Location	Date	MHeage
Counsel (LC)	w/6m W/6m	MTG W/GM & Kimbell MTG W/GM & John L	9/25/23 9/14/23	2./ 2./
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.		Event Name & Location	Date	Mileage
5. <u>Appointed representative</u> to medentitles' Boards. Includes FCGMA, LA JPA, AWAVC BoD, Oxnard Chamber of Water Committee, ACWA, CSDA and G preparatory meetings with GM regarding meetings.	FCO, RiverPark Commerce SA. Or	Entity Name & Location MTE TO CUD / OPV FCGMA MTC Prof MTC W/ Joht Prott	Date 09/06/23 9/26/23 9/29/23	Mileage 2.1 2.1 13.6
6. Meetings of other government e request of 800, BP or GM. Such as P or Oxnard City Council.		Entity Name & Location	Date	Mileage
7. Meetings with board members or executive management of other agencies. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.		Entity Name & Location	Date	MUeage
8. Public meetings hosted by Distric District matters Such as Section 10 HCP, Vem Freema		Meeting Description & Location	Date	Mileage

Board of Directors Per Diem and Expenses for Month Ser Year 23

Due on last day of month

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

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

Phone Allowance			\$50.00
Total# of meetings**	9	x\$260	\$2340.0
••not to exceed 10 meeti	ngs and \$2,6	00. per month or 1 m	
Total days of travel		x \$100.00/day	
Total # of miles	30.4	x \$0.655/mile	\$ 19.91
Total other expenses		,	\$
TOTAL MILEAGE AND	OTHER EXPE	INSES	\$ 2409.9

Director Signature

den 2. Marthus Date Date:

General Manager Signature

Definitions BoD: Board of Directors BP: Board President GM: General Manager

· attach all receipts

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Activities	and Expenses	for Month	OCT	Year	23	-

Due on last day of month

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1. UWCD Board Meetings Regular, special or emergency meetin	gs.		Date 10/11/23	Mileage 2.1	~
2. UWCD Committee/Advisory Bod Environmental, Executive, Finance/Audi Groundwater, Operations, Planning, F RiverPark JPA Committees.	it,	Committee Name & Location ENG 9 OPC FINANCE 9 Duckt	Date 10/5/33 10/30/33	Mlieage 2.7 2./	~
3. Meeting with GM or District Legal Counsel (LC)	W/GMorLC W/6M Gm GM	Meeting Desaiption & Location NTG W/GM & Garry A FCGMA Prop MTG W/PUCWD & DW	Date 10/4/23 10/24/23 10/24/23 10/10/23	MHeage 3.5 2.1	
4. Conferences/Trainings. Includes educational activities organized by ACM CSDA.			Date 10/19/23 10/26/23	Mileage	
5. Appointed representative to meet entitles' Boards. Includes FCGMA, LA JPA, AWAVC BoD, Oxnard Chamber of Water Committee, ACWA, CSDA and G preparatory meetings with GM regardin meetings.	AFCO, RiverPark Commerce SA Or		Date 10/35/23	Mileage 13.6	~
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7. Meetings with board members or executive management of other agencies. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA,		Entity Name & Location	Date 70/03/33	MUeage 3./ DIALICATE	:
CSDA, GSA. 8. Public meetings hosted by Distric District matters	t regarding	Meeting Description & Location	Date	Mileage	
Such as Section 10 HCP, Vern Freema	n Fish Panel.				

# Board of Directors Per Diem and Expenses for Month \_\_\_\_\_Year 23 \_\_\_\_

Due on last day of month

Date

OffidalName/Meeting Description & Location	Date	Milean

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

Phone Allowance			\$50.00
Total# of meetings	10	x\$260	\$ 2602.0
••not to exceed 10 meeti	ngs and \$2,6	00. per month or 1 m	eeting per day
Total days of travel		x \$100.00/day	
Total # of miles	45.4	x \$0.655/mile	\$ 29.74
Total other expenses			\$
TOTAL MILEAGE AND	THER EXP	ENSES /	\$2679.74
ure S	Pal	Malle	Date: 2/25

**Director Signature** 

General Manager Signature

Definitions BoD: Board of Directors BP: Board President GM: General Manager

· attach all receipts

	Board of Directors
Activities	Board of Directors and Expenses for MonthYear 22

Due on last day of month

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1, UWCD Board Meetings	1		Date	Mileage
Regular, special or emergency meetings.			10/3/22	2.1
2. UWCD Committee/Advisory Bod	v Meetings	Committee Name & Location	Date	Mlieage
Environmental, Executive, Finance/Audit		FLEMA OR MTG	11/01/23	13.6
Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.		OPBRAMONS		
3. Meeting with GM or District Legal	W/GMorL C	Meeting Description & Location	Date	MHeage
Counsel (LC)	U/6M	NTE WIT GM Ph	11/02/23	-G
	W/EA	Note willend Frank X	111212	2.1
	w/61	MT W/GM & CC	11/20/23	21
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.		Event Name & Location	Date	Mileage
5. <u>Appointed representative</u> to meetings of other entitles' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above			Date, ////7/23	Mileage 15.6
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request of 800, BP or GM. Such as or Oxnard City Council.		the second		
7. Meetings with board members or executive management of other agencies. Includes FCGMA,		Entity Name & Location	Date	MUeage
LAFCO, RiverPark JPA, AWAVC BoD Chamber of Commerce Water Commit CSDA, GSA.				
8. Public meetings hosted by Distri District matters		Meeting Description & Location	Date	Mileage
Such as Section 10 HCP, Vern Freen	nan Fish Panel.			

Board of Directors Per Diem and Expenses for Month NOV Year 22

Due on last day of month

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

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

Phone Allowance			\$50.00
Total# of meetings	6	x\$260	\$15620
-not to exceed 10 meetin	gs and \$2,60	00. per month or 1 m	eeting per day
Total days of travel		x \$100.00/day	
Total # of miles	33.5	x \$0.655/mile	\$ 21.94
Total other expenses			\$
TOTAL MILEAGE AND O	THEREXPE	INSES /	\$ 1631.9

to

**Director Signature** 

General Manager Signature

Definitions **BoD: Board of Directors BP: Board President** GM: General Manager

· attach all receipts

24

Date

Board of	Directors
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Director
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Board of Directors	Due on last day of month
tor: Maulhardt	

1. UWCD Board Meetings Regular, special or emergency meeting	<b>]</b> 9.		Date 12/13/83	Mileage 2/
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.		Committee Name & Location ENG & OPS FIN & AUDIT MTC PNCUD/DPV	Date 12/07/33 12/09/33 12/14/23	Mileage 2./ 2.1 2.1
3. Meeting with GM or District Legal Counsel (LC)	W/GMorLC	Meeting Desaiption & Location	Date	MHeage
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.		Event Name & Location	Date	Mileage
5. <u>Appointed representative</u> to meetings of other entities' Boards. 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.			Date (2/0//27 (1/06/23	Mileage 13.6 13.6
6. Meetings of other government entitles at request of 800, BP or GM. Such as PVCWD, FCGMA or Oxnard City Council.		Entity Name & Location	Date	Mileage
7. Meetings with board members or executive management of other agencies. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.		Entity Name & Location	Date	MUeage
8. Public meetings hosted by District regarding District matters Such as Section 10 HCP, Vern Freeman Fish Panel.		Meeting Description & Location	Date	Mileage

**Board of Directors** Per Diem and Expenses for Month DEC

Due on last day of month

Date

OffidatName/Meeting Description & Location	Date	Milean

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

hone Allowance	_		\$50.00
otal# of meetings	6	x\$260	\$ 1560.00
not to exceed 10 meeting	s and \$2,0	300. per month or 1 m	eeting per day
otal days of travel		x \$100.00/day	
tal # of miles	35.0	x \$0.655/mile	\$ 23 32
tal other expenses			\$
TAL MILEAGE AND OT	HER EXP	ENSES	\$1633.32

Jeg Maulta

Year23

**Director Signature** 

General Manager Signature

Definitions BoD: Board of Directors **BP: Board President** GM: General Manager

· attach all receipts

# Board of Directors Activities and Expenses for Month February Year 2024

Director: Berger

1. UWCD Board Meetings			Date	Mileage
Regular, special or emergency meetings.			2/14	20
		$\times$		
2. UWCD Committee/Advisory Body Meetings		Committee Name & Location	Date	Mileage
Environmental, Executive, Finance/Au	dit,	Executive	2/5	20
Groundwater, Operations, Planning, R	ecreation and	Board Prep	2/13	20
RiverPark JPA Committees.		GMA Board Prep	2/27	20
2 Manatine with CMA or District Logal	111/ 514 15		Data	Milesen
3. Meeting with GM or District Legal W/ GM or LC Counsel (LC)		Meeting Description & Location	Date	Mileage
4. Conferences/Trainings. Includes co	onferences or	Event Name & Location	Date	Mileage
educational activities organized by AC CSDA.				
CODA.				
5. Appointed representative to meet	ings of other	Entity Name & Location	Date	Mileage
entities' Boards. Includes FCGMA, LAFCO, RiverPark		CV Stratigies	2/8	20
JPA, AWAVC BoD, Oxnard Chamber of Water Committee, ACWA, CSDA and C				
preparatory meetings with GM regard				
meetings.				
6. Meetings of other government en	tities at	Entity Name & Location	Date	Mileage
request of BoD, BP or GM. Such as P <sup>1</sup> or Oxnard City Council.	VCWD, FCGMA	FCGMA	2/28	10
or oxinera city council.				
7. Meetings with board members or		Entity Name & Location	Date	Mileage
management of other agencies. Inclu LAFCO, RiverPark JPA, AWAVC BoD, O	1	AWA Board	2/1	20
Chamber of Commerce Water Commi		AWA WaterWise	2/15	20
CSDA, GSA.		AWA Water Issues	2/20	20
	-	Meeting Director Hassen	2/19	12
8. Public meetings hosted by District	regarding	Meeting Description & Location	Date	Mileage
District matters Such as Section 10 HCP, Vern Freemar	Fish Panel			
outries a action to the y vent rectila	- torrett			

Date: 3/5/24

# Board of Directors Per Diem and Expenses for Month February Year 2024

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

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

Phone Allowance	in the second	2112	\$50.00
Total # of meetings**	10	x \$248/\$260 as of 5/8	\$2600-
**not to exceed 10 mee	tings per moi	nth or 1 meeting per day	
Total days of travel		x \$100.00/day	
Total # of miles	182	x \$0.655/mile	\$121.94
Total other expenses		.67	\$
TOTAL MILEAGE AND	OTHER EXP	ENSES	\$ 2771.94

**Director Signature** 

General Manager Signature

Definitions BoD: Board of Directors BP: Board President GM: General Manager

Activities and Expen	Board of Directors ses for Month February Year 2		last day of mo
Director: Keeling			
1. UWCD Board Meetings		Date	Mileage
Regular, special or emergency meetings.		02/04	26
	$\times$	2/14	
2. UWCD Committee/Advisory Body Meetings	Committee Name & Location	Date	Mileage
Environmental, Executive, Finance/Audit,	Engineering & Operations	02/01	26
Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Finance & Audit	02/05	26
3. Meeting with GM or District Legal W/ GM or LC Counsel (LC)	Meeting Description & Location	Date	Mileage
4. Conferences/Trainings. Includes conferences or	Event Name & Location	Date	Mileage
educational activities organized by ACWA, AWAVC & CSDA.			
5. Appointed representative to meetings of other	Entity Name & Location	Date	Mileage
entities' Boards. Includes FCGMA, LAFCO, RiverParl JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above	Mound Basin Ventura	02/26	28
6. Meetings of other government entities at	Entity Name & Location	Date	Mileage
request of BoD, BP or GM. Such as PVCWD, FCGM/ or Oxnard City Council.			menge
7. Meetings with board members or executive	Entity Name & Location	Date	Mileage
A management of other agencies. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.		Lett	meage
8. Public meetings hosted by District regarding District matters Such as Section 10 HCP, Vern Freeman Fish Panel.	Meeting Description & Location	Date	Mileage

**Board of Directors** Due on last day of month Per Diem and Expenses for Month Keeling Year 2024 **Official Name/Meeting** 9. Meetings with state or federal legislators or Description & Location Mileage Date officials or representatives from other entities. At the request of the BoD, BP or GM.

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

	This section to be con	pleted by Fi	nance Department	only	
	Phone Allowance	Phone Allowance			
	Total # of meetings**	A	x \$260	\$1040-	
	**not to exceed 10 meet	tings and \$2,6	00. per month or 1 m		
	Total days of travel	-	x \$100.00/day		
	Total # of miles	106	x \$0.67/mile	\$71.02	
	Total other expenses			\$	
	TOTAL MILEAGE AND OTHER EXPENSES			\$1161,02	TO
Director Sig	gnature anager Signature	aprimp 1	feeling	Date: 01/25/11	07 <b>4</b>

Definitions BoD: Board of Directors **BP: Board President** GM: General Manager

Due on last day of month

# Board of Directors Activities and Expenses for Month Cirve & Year 2024

Director: Naumann

1. UWCD Board Meetings			Date	Mileage
Regular, special or emergency meeting	gs.		1-10	* 12
2 LINCO Committee (Advisory Rody	Maatinga	Committee Name & Logation	Dete	B dila a sa
2. UWCD Committee/Advisory Body Environmental, Executive, Finance/Au	-	Committee Name & Location	Date	Mileage
Groundwater, Operations, Planning, R		Water Resource	1-2	12
RiverPark JPA Committees.		Engineery & Beeters	1-4	12
3. Meeting with GM or District Legal	W/ GM or LC	Meeting Description & Location	Date	Mileage
Counsel (LC)				
4. Conferences/Trainings. Includes co		Event Name & Location	Date	Mileage
educational activities organized by AC	WA, AWAVC &	ANANAUNOUS	1-18	12
CSDA.		Ethics & Sex Haranna	1-16	12
5. Appointed representative to meet	ings of other	Entity Name & Location	Date	Mileage
entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce			1-25	14
Water Committee, ACWA, CSDA and C				
preparatory meetings with GM regard	ling above			
meetings.				
6. Meetings of other government en	tities at	Entity Name & Location	Date	Mileage
request of BoD, BP or GM. Such as P				
or Oxnard City Council.				
7. Meetings with board members or	executive	Entity Name & Location	Date	Mileage
management of other agencies. Inclu	ides FCGMA,	RDP	1-11	23.8
LAFCO, RiverPark JPA, AWAVC BoD, O		Co-LaB	1-17	20.4
Chamber of Commerce Water Commit	ttee, ACWA,	Vonting Water Commission	1-22	22.2
CSDA, GSA.		V Nung white white		
0 Dublic meetings based to Dist in	second to a	Meeting Description & Location	Date	Mileses
8. Public meetings hosted by District District matters	regarding	weeting bescription & Location	Date	Mileage
Such as Section 10 HCP, Vern Freemar	Fish Panel			
	i i on i oneli			
				-

# Board of Directors Per Diem and Expenses for Month January Year 2024

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

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

\* attach all receipts

1	This section to be com	pleted by Fin	ance Department	only
1	Phone Allowance			\$50.00
1	Total # of meetings**	9	x \$260	\$2,340
]	**not to exceed 10 meetings and \$2,600. per month or 1 meeting per day			eeting per day
]	Total days of travel		x \$100.00/day	
]	Total # of miles	140.4	x \$0.67/mile	\$ 94.06
-	Total other expenses			\$
	TOTAL MILEAGE AND	OTHER EXPEN	VSES	\$2434.06 V TO
Director Si	gnature	Emil	adm	noate 2-14-2024
General M	anager Signature	1.0	1	Date: 2/19/24

V

Definitions BoD: Board of Directors BP: Board President GM: General Manager

### Board of Directors Activities and Expenses for Month <u>February</u> Year <u>2024</u>

Director: Bruce Dandy

Regular, special or emergency meetings.       2/14       8         2. UWCD Committee/Advisory Body Meetings       Committee Name & Location       Date       Mileag         2. UWCD Committee/Advisory Body Meetings       Committee Name & Location       Date       Mileag         2. UWCD Committee/Advisory Body Meetings       Committee Name & Location       Date       Mileag         Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.       Interview W/CV Strategies.       2/8.       8         3. Meeting with GM or District Legal Counsel (LC)       W/ GM or LC       Meeting Description & Location       Date       Mileag         4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & Context and Saticory Staff       2/28       8       2         5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above       Entity Name & Location       Date       Mileag	ge
Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees. 3. Meeting with GM or District Legal Counsel (LC) 4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC& CSDA. 5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or	<u> </u>
Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees. 3. Meeting with GM or District Legal Counsel (LC) 4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC& CSDA. 5. <u>Appointed representative</u> to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or	
Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees. 3. Meeting with GM or District Legal Counsel (LC) 4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA. 5. <u>Appointed representative</u> to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or	
Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	;e
RiverPark JPA Committees.	_
Counsel (LC)       Interview w/CV Strategies.       2/8.       8         Exit and Saticoy Staff       2/28       8         4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & AWAVC       Event Name & Location       Date       Mileage         5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or       Entity Name & Location       Date       Mileage	
Counsel (LC)       Interview w/CV Strategies.       2/8.       8         Exit and Saticov Staff       2/28       8         4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & AWAVC       Event Name & Location       Date       Mileage         5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or       Entity Name & Location       Date       Mileage	_
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.       Event Name & Location       Date       Mileage         5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or       Entity Name & Location       Date       Mileage	je
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA. 5. <u>Appointed representative</u> to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or	
educational activities organized by ACWA, AWAVC &       AWAVC       2/15       8         CSDA.       2/6       24         5. Appointed representative to meetings of other       Entity Name & Location       Date       Mileage         9. AWAVC Bod, Oxnard Chamber of Commerce       WVCBA BAC       2/12       1         9. Water Committee, ACWA, CSDA and GSA. Or       0       0       0	
educational activities organized by ACWA, AWAVC & AWAVC & 2/15 8 CSDA. 2/6 24 5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or	_
CSDA. VCSDA 2/6 24 S. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or	je
5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or       Entity Name & Location       Date       Mileage	
entities' Boards. Includes FCGMA, LAFCO, RiverPark       WVCBA BAC       2/12         JPA, AWAVC BoD, Oxnard Chamber of Commerce       WVCBA BAC       2/12         Water Committee, ACWA, CSDA and GSA. Or       Or       Includes and the second	
entities' Boards. Includes FCGMA, LAFCO, RiverPark       WVCBA BAC       2/12         JPA, AWAVC BoD, Oxnard Chamber of Commerce       WVCBA BAC       2/12         Water Committee, ACWA, CSDA and GSA. Or       Or       Includes and the second	
JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or	e
Water Committee, ACWA, CSDA and GSA. Or	
preparatory meetings with GM regarding above	_
preparatory meetings with an regarding above	
meetings.	
6. Meetings of other government entities at Entity Name & Location Date Mileag	e
request of BoD, BP or GM. Such as PVCWD, FCGMA	
or Oxnard City Council.	_
7. Meetings with board members or executive Entity Name & Location Date Mileag	70
management of other agencies. Includes FCGMA,	
LAFCO, RiverPark JPA, AWAVC BoD, Oxnard	
Chamber of Commerce Water Committee, ACWA, CSDA, GSA.	
	_
8. Public meetings hosted by District regarding Meeting Description & Location Date Milea	ze
District matters	
Such as Section 10 HCP, Vern Freeman Fish Panel.	

### **Board of Directors** Per Diem and Expenses for Month February Year 2024

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

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

\* attach all receipts

	This section to be comp	pleted by	Finance Department	only
	Phone Allowance			\$50.00
	Total # of meetings**	5	x \$260	\$ 1300 -
	**not to exceed 10 meeting	ngs and \$2,	600. per month or 1 m	eeting per day
	Total days of travel		x \$100.00/day	
	Total # of miles	48	x \$0.655/mile	\$32.16
	Total other expenses		.67	\$
	TOTAL MILEAGE AND O	THER EXP	PENSES	\$1382.16 7
Director	Signature Bru	re Ľ	Fandy	Date: 3/1/2024
General	Manager Signature		15	3/5 Date:

Definitions **BoD: Board of Directors BP: Board President** GM: General Manager



## Staff Report

То:	UWCD Board of Directors
From:	Mauricio E. Guardado, Jr., General Manager
Date:	March 5, 2024 (March 13, 2024 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**

То:	UWCD Board of Directors	
Through:	Mauricio E. Guardado, Jr., General Manager	
From:	Tracy Oehler, Executive Assistant/Clerk of the Board	
Date:	March 5, 2024 (March 13, 2024, meeting)	
Agenda Item:	3.1 Approval of the February 14, 2024 Regular Meeting Minutes <u>Motion</u>	

**Staff Recommendation:** Approve the minutes.



### MINUTES REGULAR BOARD MEETING Wednesday, February 14, 2024, 12:00 p.m. Board Room, UWCD Headquarters 1701 N. Lombard Street, Oxnard CA 93030

Board of Directors Sheldon G. Berger President Lynn E. Maulhardt, Vice President Catherine P. Keeling, Secretary/Treasurer Bruce E. Dandy Mohammed A. Hasan Gordon Kimball Daniel C. Naumann

General Manager Mauricio E. Guardado, Jr.

Legal Counsel David D. Boyer

### **ROLL CALL**

- **Present:** Directors Hasan, Maulhardt, Kimball, Keeling, Naumann, Vice President Berger, and President Dandy
- Absent: None
- 1. FIRST OPEN SESSION: 12:00 p.m.
  - 1.1 Public Comments: None
  - **1.2** EXECUTIVE (CLOSED) SESSION: 12:01 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: 1:01 p.m.

- 2.1 Pledge of Allegiance: Director Berger
- 2.2 **Public Comment:** Don Villafana

### 2.3 Approval of Agenda

- Action: M/S/C (Dandy/Kimball) to approve the agenda.
- Vote: Ayes: Dandy, Hasan, Keeling, Kimball, Maulhardt, Naumann, and Berger; Noes: None; Absent: None

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

District Legal Counsel David D. Boyer stated that on Closed Session Agenda Item 1.2D, State of California Department of Transportation v. Santa Elena Farms, LLC, the Board unanimously, 7-0, directed AALRR to file an answer on behalf of the District in that matter. No other action was taken in closed session reportable under the Brown Act.

### 2.5 Board Members' Activities Report

Received and filed.

### 2.6 General Manager's Report

Received and filed.

# 2.7 Standing Committee Assignments and Appointments of Board Representation to Outside Agencies

President Berger designated the 2024 Standing Committee assignments to the Board.

### 2.8 **Proclamation Presentation to Director Dandy**

A proclamation was presented to Director Bruce Dandy in recognition of 20 years of service to the United Water Conservation District in his role as Director of Division 5 and as Board President for six years, Board Vice President for six years, and Board Secretary/Treasurer for three years.

### 3. CONSENT CALENDAR

### 3.1 Approval of the January 10, 2024 Regular Meeting Minutes

Action: M/S/C (Hasan/Dandy) to approve the minutes.

Vote: Ayes: Dandy, Hasan, Keeling, Kimball, Maulhardt, Naumann, and Berger; Noes: None; Absent: None

### 3.2 Groundwater Basin Status Reports

Receive and filed.

3.3 Monthly Investment Reports for Month Ending December 31, 2023

Receive and filed.

### 3.4 Fiscal Year First Quarter 2023-2024 Financial Reports

Receive and filed.

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

4.1 Operation and Maintenance Department Monthly Report

Chief Operations Officer Craig Morgan gave the presentation.

### 4.2 Park and Recreation Department Monthly Report

Chief Operations Officer Craig Morgan gave the presentation.

# 4.3 Water Resources Department Monthly Report and Update on Activities of Local Groundwater Sustainability Agencies (GSAs)

Water Resources Supervisor John Lindquist gave the presentation.

### 4.4 Administrative Services Department Monthly Report

Chief Financial Officer Brian Zahn and Chief Human Resources Officer Josh Perez gave the presentation.

### 4.5 Engineering Department Monthly Report

Chief Engineer Maryam Bral gave the presentation.

### 4.6 Environmental Services Department Monthly Report

Environmental Services Manager Marissa Caringella gave the presentation.

### 5. MOTION ITEMS

### Administration Services Department – Tracy Oehler

### 5.1 Director Vacancy – Division 5

### <u>Motion</u>

Open the recruitment process to have an individual fill the Division 5 vacancy or call for a special election.

- Action: M/S/C (Dandy/Maulhardt) to open the recruitment process to have an individual fill the Division 5 vacancy.
- Vote: Ayes: Dandy, Hasan, Keeling, Kimball, Maulhardt, Naumann, and Berger; Noes: None; Absent: None

### Engineering Department – Dr. Maryam Bral

5.2 Freeman Conveyance System Upgrade – Freeman to Ferro Recharge Basin – Inverted Siphon Replacement Project Construction Contract in the Amount of \$891,000 Motion

Authorize the General Manager to award a construction contract to the lowest responsible bidder, Granite Construction, in the amount of \$891,000 for the construction of the Inverted Siphon Replacement Project, a component of the Freeman Conveyance System Upgrade – Freeman to Ferro Recharge Basin Project.

- Action: M/S/C (Naumann/Hasan) to approve staff's recommendation.
- Vote: Ayes: Dandy, Hasan, Keeling, Kimball, Maulhardt, Naumann, and Berger; Noes: None; Absent: None

### Finance Department – Brian Zahn

### Approve the Purchase of Two New Vehicles for the Operations and 5.3 Maintenance Department **Motion**

Approve the procurement of two new Operations and Maintenance vehicles in the amount of \$86,000 for both vehicles.

Action: M/S/C (Maulhardt/Hasan) to approve staff's recommendation.

Ayes: Dandy, Hasan, Keeling, Kimball, Maulhardt, Naumann, Vote: and Berger; Noes: None; Absent: None

#### 6. BOARD OF DIRECTORS READING FILE

#### 7. **FUTURE AGENDA ITEMS**

#### 8. ADJOURNMENT

The meeting was adjourned at 2:29 p.m.

I certify that the above is a true and correct copy of the minutes of the UWCD Board of Directors meeting of February 14, 2024.

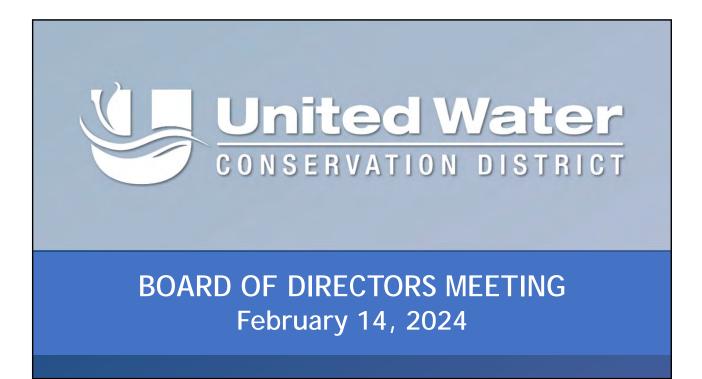
ATTEST: \_\_\_\_\_\_Catherine P. Keeling, Board Secretary

ATTEST: \_\_\_\_\_\_ Tracy J. Oehler, Clerk of the Board

### EXHIBIT A EXECUTIVE (CLOSED) SESSION AGENDA

### 1. LITIGATION

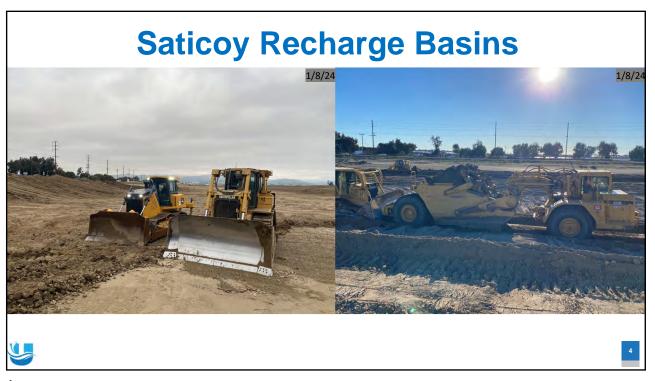
- **1.1 Conference with Legal Counsel Anticipated Litigation** Pursuant to Government Code Section 54956.9(d)(2), two (2) cases.
- **1.2 Conference with Legal Counsel Existing Litigation** Pursuant to Government Code Section 54956.9 (d)(1)
  - A. <u>Wishtoyo Foundation, et al v. United Water Conservation District</u>, U.S. District Court for the Central District of California, Case No.2:16cv-03869 GHK (PLAx).
  - B. <u>OPV Coalition v Fox Canyon Groundwater Management Agency</u>, 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.
  - C. <u>United Water Conservation District v United States</u>, U.S. Court of Federal Claims, Case No. 22-542L; Complaint for Just Compensation under the 5<sup>th</sup> Amendment.
  - D. <u>State of California Department of Transportation v. Santa Elena</u> <u>Farms, LLC</u>, County of Ventura, Case No. 2024CUE1019827 (assigned to Department 41); Complaint in Eminent Domain (Parcels 81213-1, 81213-2, and 81213-3).





1







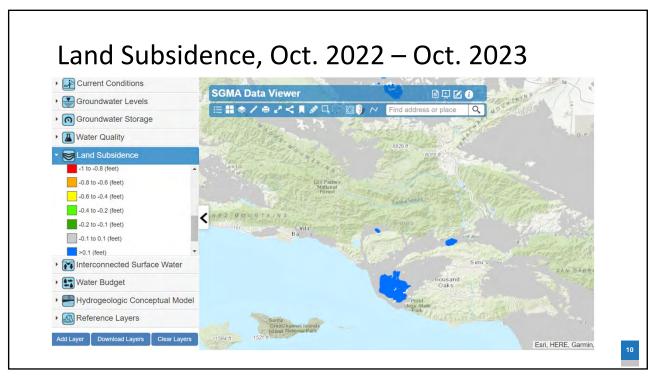


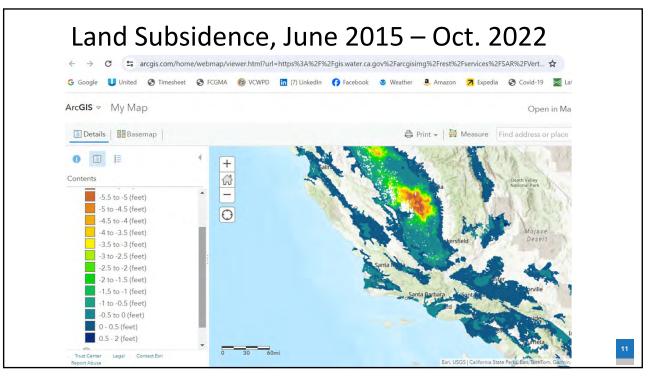






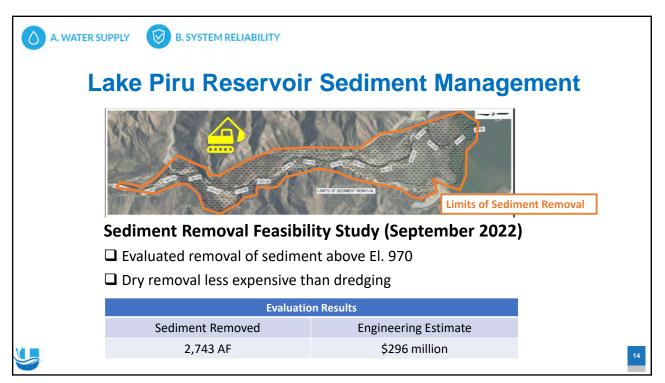


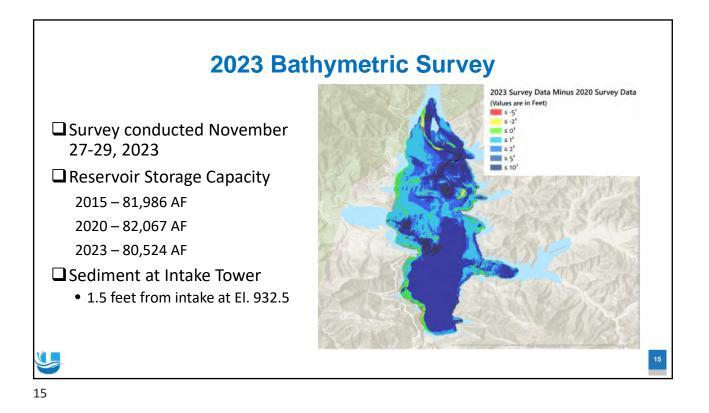


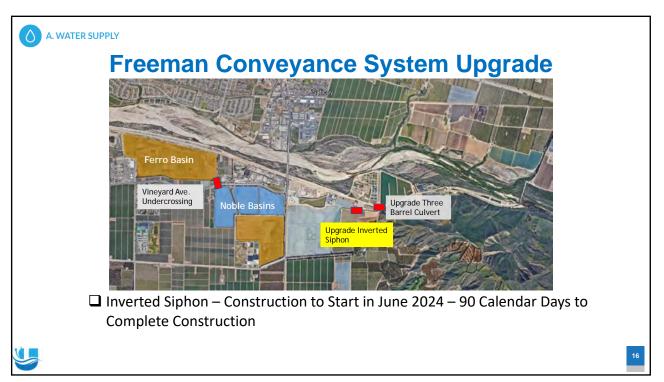




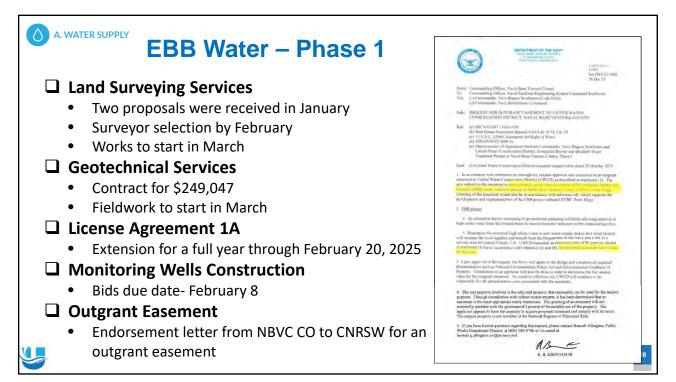








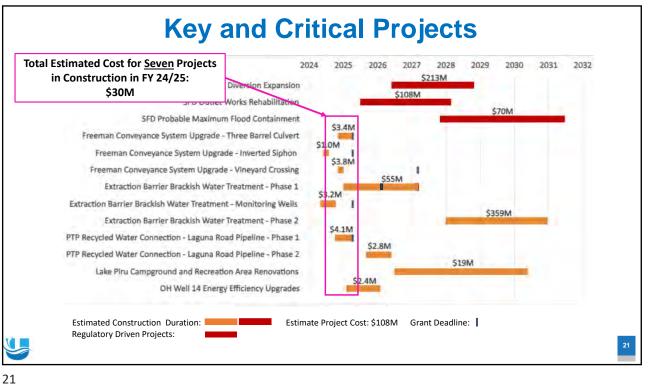




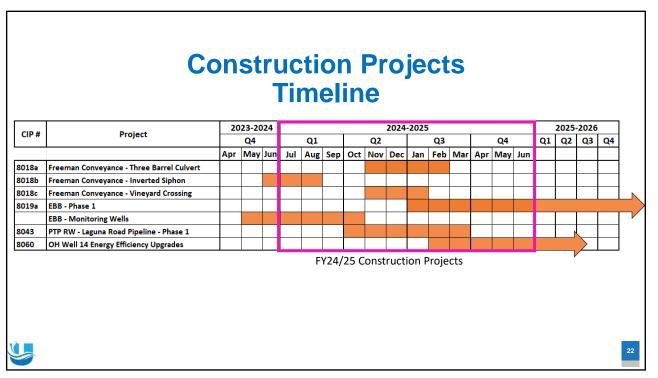


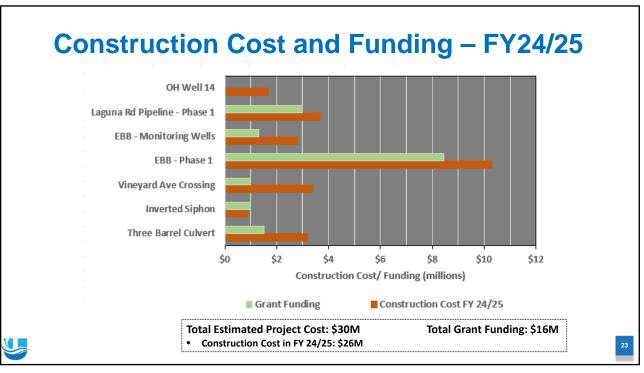
# **Key and Critical Projects**

CIP No.	Project Name	Total Estimated Cost	Spent To Date	Grant Funding	Grant Deadline
8001	Freeman Diversion Expansion	\$213M	\$13M	1 anang	bouume
8002	SFD Outlet Works Rehabilitation	\$108M	\$8M		
8003	SFD Probable Maximum Flood Containment	\$70M	\$5M		
8018a	Freeman Conveyance System Upgrade - Three Barrel Culvert	\$3.4M	\$0.1M	\$1.5M	Mar, 2025
8018b	Freeman Conveyance System Upgrade - Inverted Siphon	\$1.0M	\$0.1M	\$1.0M	Mar, 2025
8018c	Freeman Conveyance System Upgrade - Vineyard Crossing	\$3.8M	\$0.1M	\$1.0M	Mar, 2027
8019a	Extraction Barrier Brackish Water Treatment - Phase 1	\$55M	\$2M	\$8.4M	Feb, 2026
	Extraction Barrier Brackish Water Treatment - Monitoring Wells	\$3.2M	\$0.05M	\$1.3M	Mar, 2025
8019b	Extraction Barrier Brackish Water Treatment - Phase 2	\$359M	0		
8043a	PTP Recycled Water Connection - Laguna Road Pipeline - Phase 1	\$4.1M	\$0.2M	\$3.0M	Mar, 2025
8043b	PTP Recycled Water Connection - Laguna Road Pipeline - Phase 2	\$2.8M	\$0.0M		
8055	Lake Piru Campground and Recreation Area Renovations	\$19M	\$0.2M		
8060	OH Well 14 Energy Efficiency Upgrades	\$2.4M	0		
		\$844M	\$29M	\$16M	



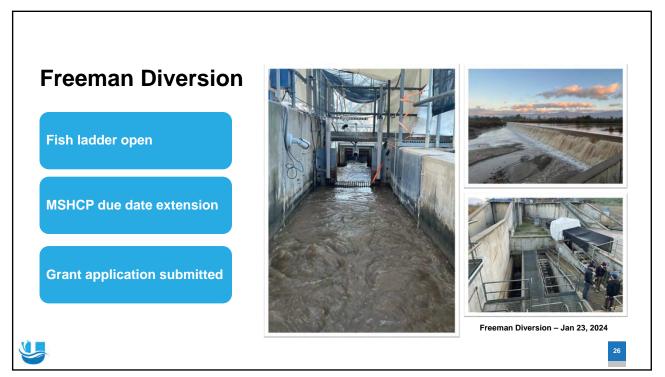


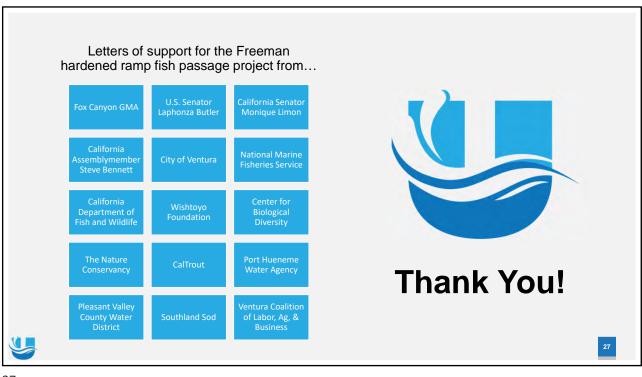












contra	val of the motion ct to the lowest re	0	eral Manager to award a construction nite, in the amount of \$891,000 for the
Replace	struction Contract for ment - CIP 8018 - Free grade – Freeman to Fe	eman Conveyance System	Saticoy Maintenance Yard
В	id Results:		Inverted Siphon
- G	ranite Construction	\$891,000	
Ta	ylor Jane Construction	\$912,978	
Sa	am Hill & Sons Inc.	\$966,999	
Te	oro Enterprises, Inc.	\$1,221,485	
U	nion Engineering	\$1,398,333	Ingress / egress via existing
G	ant Funding:		private road
	VR SGM Grant Program'	S	
	MA Implementation Fund		



#### Staff Report

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado, Jr., General Manager Maryam Bral, Chief Engineer John Lindquist, Water Resources Supervisor
From:	Kathleen Kuepper, Hydrogeologist Bram Sercu, Senior Hydrologist
Date:	March 5, 2024 (March 13, 2024 Meeting)
Agenda Item:	3.2 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 2024.

#### Summary:

Diversions, Recharge and Ag Pipeline Deliveries for Month of February 2024\*

Activity	Amount (acre-feet)
Total Diversions at Freeman Diversion	7,770
Lloyd-Butler Mutual Water Company surface water use	4
Recharge to Saticoy basins (metered + unmetered)	2,392
Recharge to Noble and Rose basins	3,173
Recharge to El Rio basins	2,073
Total Ag Pipeline Deliveries of water diverted at	129
Freeman	129
Total Ag Pipeline Deliveries of water pumped from	0
Saticoy Well Field	0
Recharge to Piru spreading grounds	0

\*Provisional data. Final data are made available in the September Hydrologic Conditions Report of each water year.

### Groundwater Basin Available Storage at End of Month of February 2024

Basin	Available Storage (acre-feet)
Oxnard Forebay	13,500

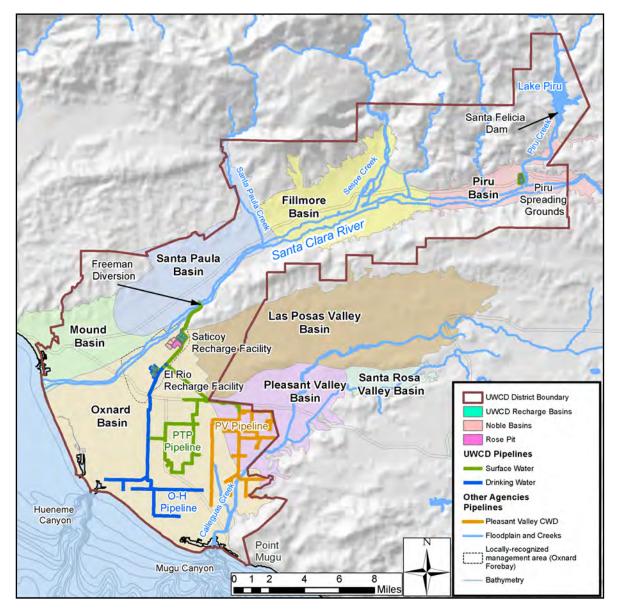
#### Precipitation for Month of February 2024

Location	Precipitation (inches)
Lake Piru	15.26
Santa Paula	14.37
El Rio	11.46



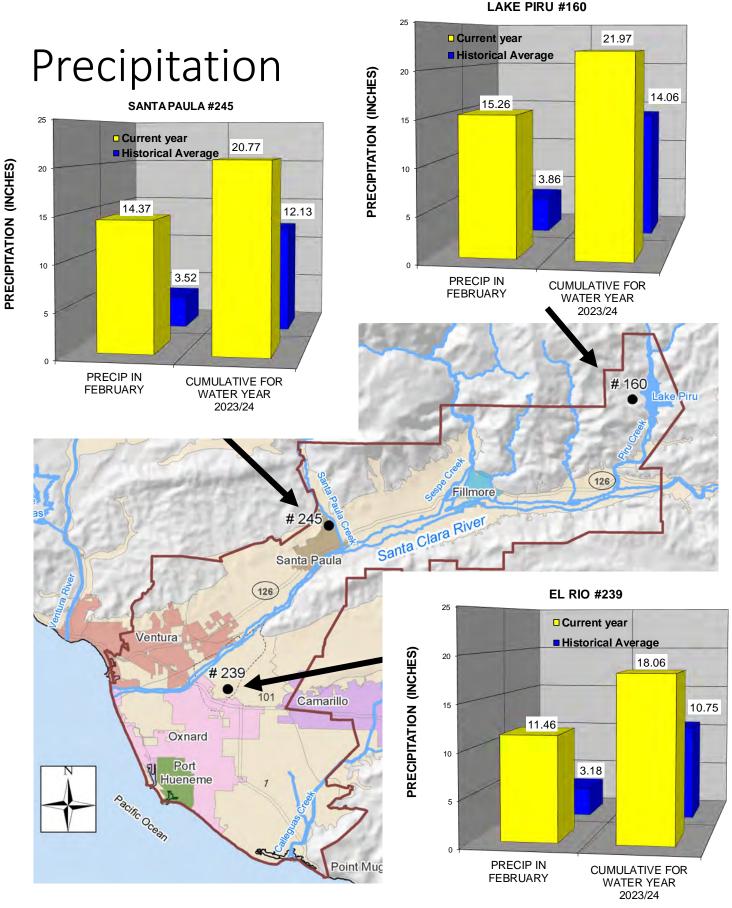
## February 2024 Hydrologic Conditions Report 2023/24 Water Year

March 5, 2024



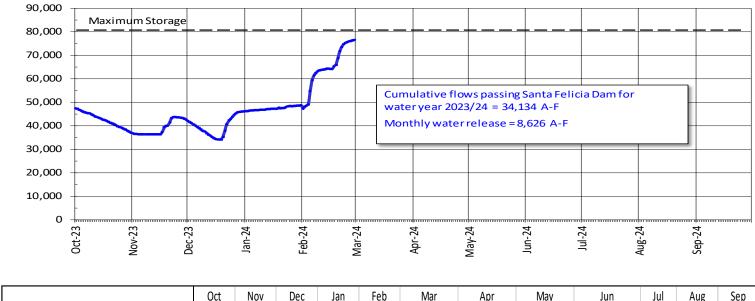
Note: This report may contain provisional data until final review at the end of the water year.

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District-wide percent of normal precipitation = 165%

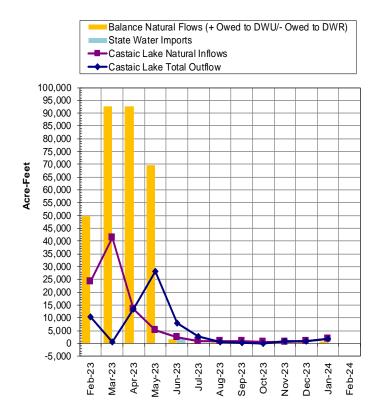
### Lake Piru Storage and Outflow



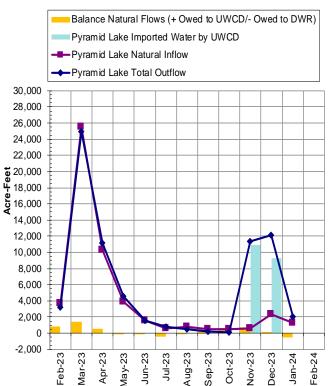
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Hydro Plant Outflow (Acre-Feet)	0	0	0	0	0							
Cumulative Hydro Plant Outflow (A-F)	0	0	0	0	0							

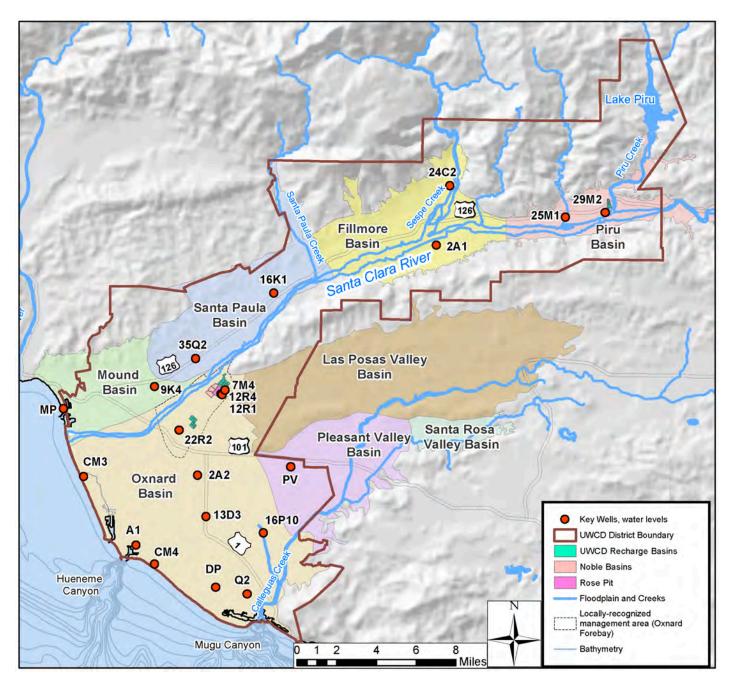
# Castaic Lake releases to downstream water users (DWU)

Storage (acre-feet)



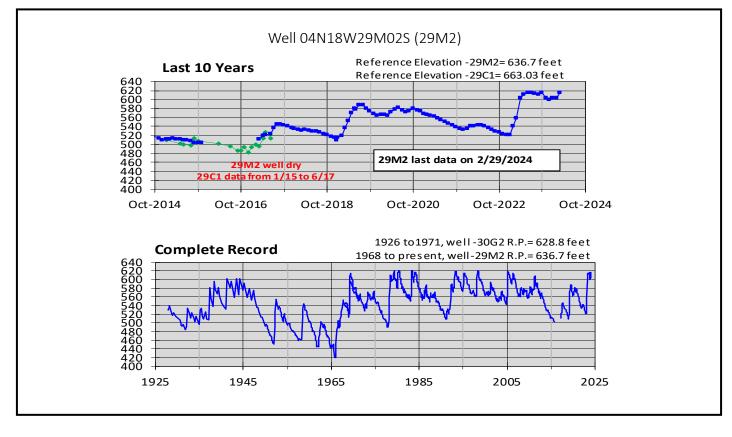
## Pyramid Lake releases to UWCD

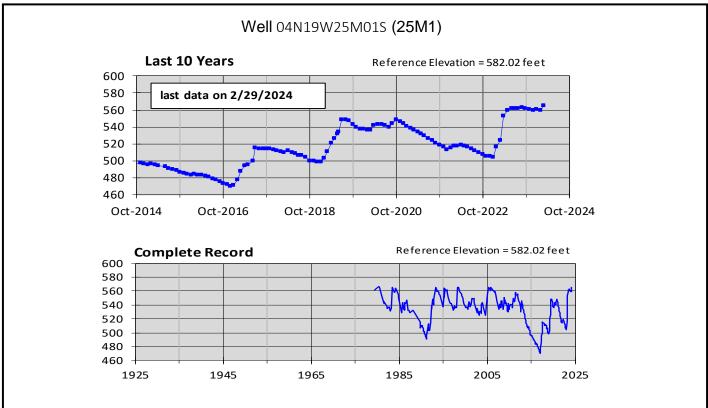




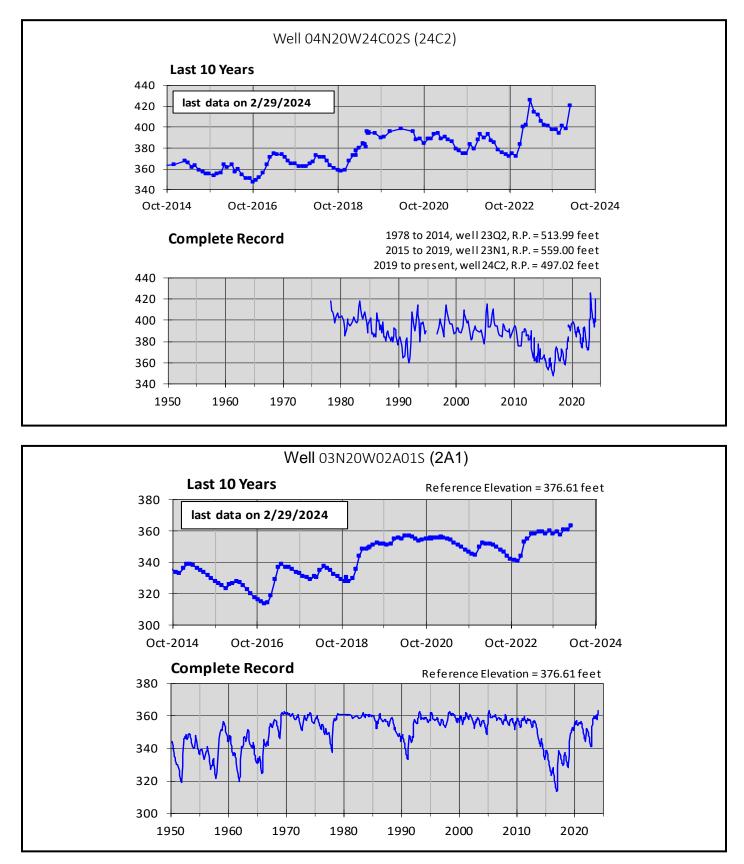
# Locations of Key Wells, Monthly Groundwater Elevation Monitoring

## Groundwater Elevation Records – Piru Basin

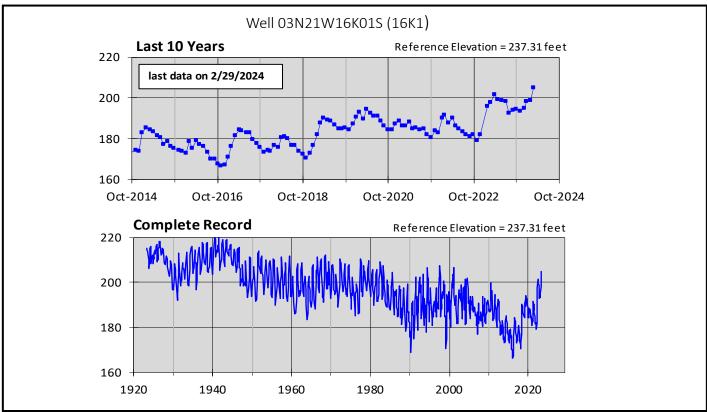




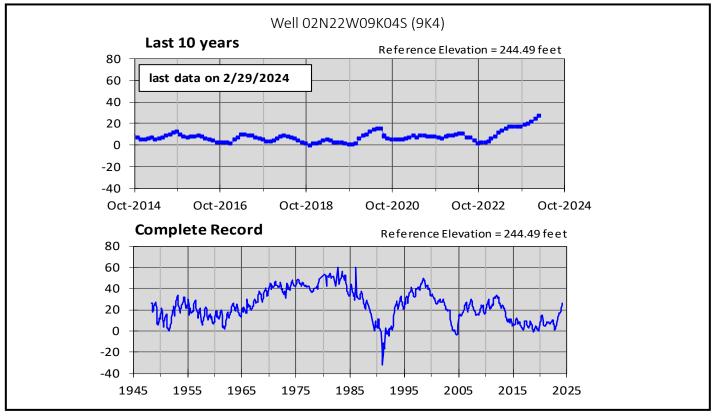
# Groundwater Elevation Records – Fillmore Basin



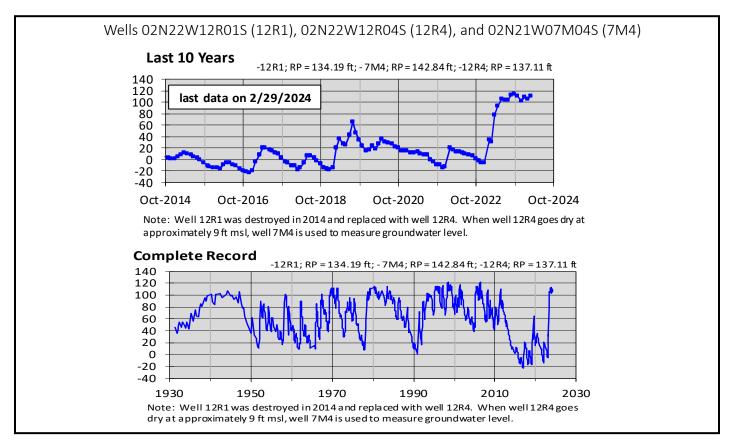
# Groundwater Elevation Records – Santa Paula Basin

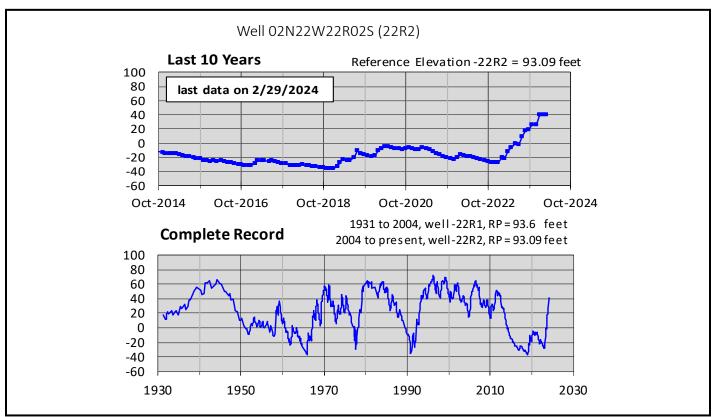


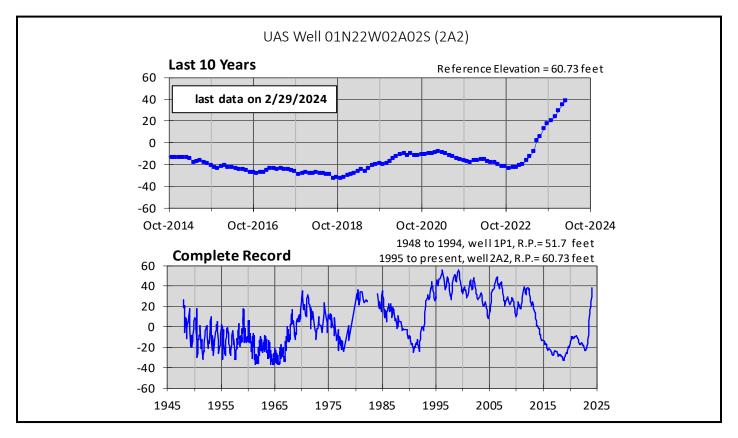
## Groundwater Elevation Records – Mound Basin



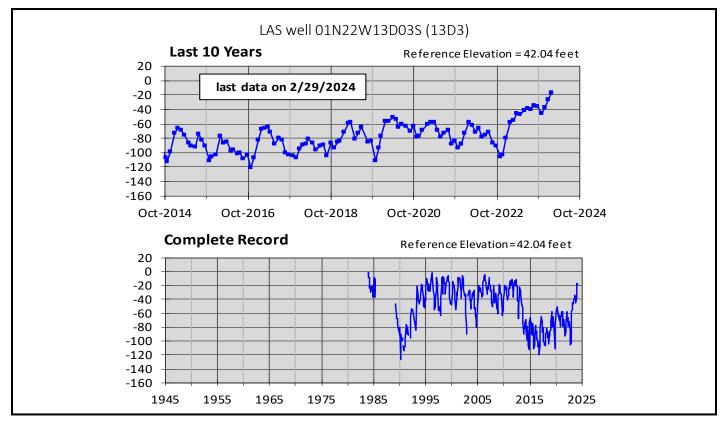
# Groundwater Elevation Records – Oxnard Basin, Forebay



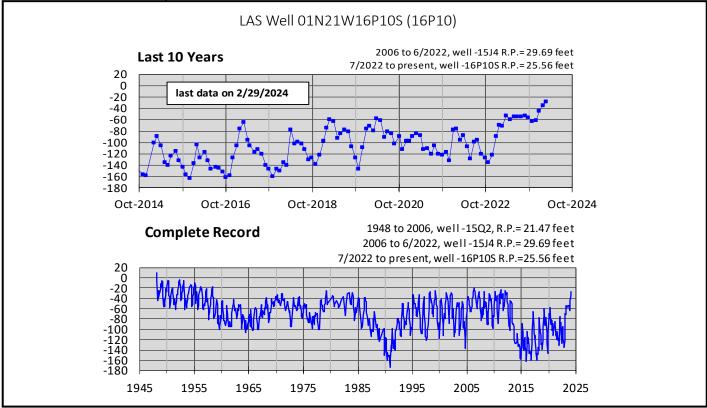




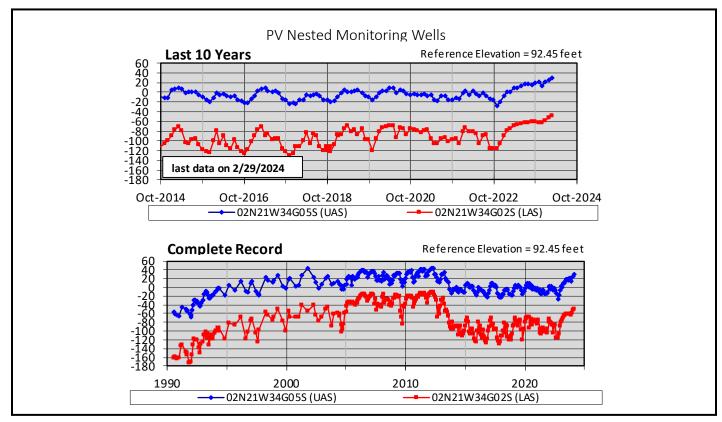
## Groundwater Elevation Records – Oxnard Basin

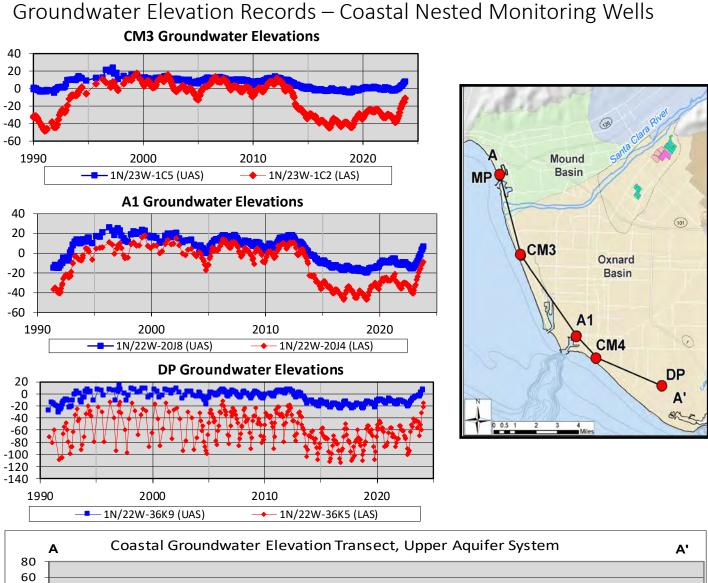


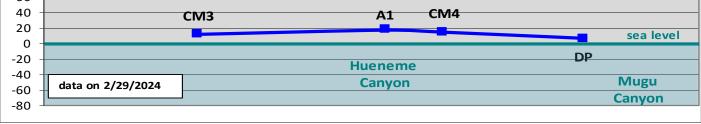
# Groundwater Elevation Records – eastern Oxnard/Pleasant Valley Basin Boundary Area

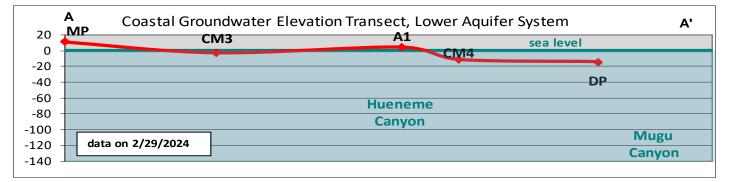


Groundwater Elevation Records – Pleasant Valley Basin







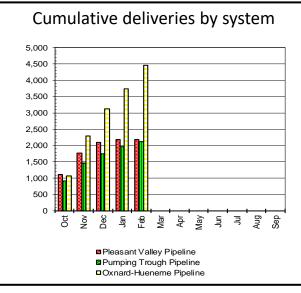


	4	,			•		•		•	'		
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
PV Pipeline (surface water)	1,114.2	555.3	314.4	96.3	0.0							
PV Pipeline (Saticoy well field)	0.0	105.8	0.0	4.1	0.0							
Total to Pleasant Valley Pipeline	1,114.2	661.1	314.4	100.4	0.0							
PTP (surface water)	913.9	359.0	289.4	201.6	129.1							
PTP (PTP 1-5)	10.5	54.2	7.1	16.2	10.3							
PTP (OH-12/13)	0.0	0.0	0.0	0.0	0.0							
PTP (Saticoy well field)	0.0	118.6	0.0	3.9	0.0							
Total PTP	924.4	531.8	296.5	221.6	139.5							
												-
C-customers (surface water)	0.0	0.0	0.0	0.0	0.0							
Saticoy Well Field (groundwater)	0.0	224.4	0.0	8.0	0.0							
O-H Pipeline (groundwater)	1,066.4	1,221.4	842.2	608.9	717.7							
												-
Total Surface Water Delivery	2 0 2 0 1	014.2	602.0	207.0	120.1							
(PTP, PV, c-cust)	2,028.1	914.3	603.8	297.9	129.1							
Total Groundwater Delivery												
(PTP, OH, Sat)	1,076.9	1,500.0	849.3	633.1	728.0							
Total Delivery	2 4 9 5 9	2 44 4 2	4 452 4	024.0	057.0							
(surface water, groundwater)	3,105.0	2,414.3	1,453.1	931.0	857.2							

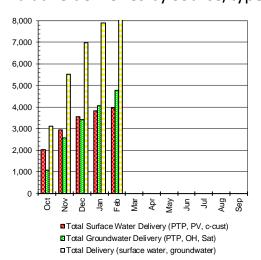
### Monthly Water Deliveries, acre-feet (Water Year 2023/24)

## Cumulative Water Deliveries, acre-feet (Water Year 2023/24)

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
PV Pipeline (surface water)	1,114.2	1,669.5	1,983.9	2,080.2	2,080.2							
PV Pipeline (saticoy well field)	0.0	105.8	105.8	109.9	109.9							
Total to Pleasant Valley Pipeline	1,114.2	1,775.3	2,089.7	2,190.1	2,190.1							
PTP (surface water)	913.9	1,272.9	1,562.3	1,763.9	1,893.0							
PTP (PTP 1-5)	10.5	64.7	71.8	88.0	98.3							
PTP (OH-12/13)	0.0	0.0	0.0	0.0	0.0							
PTP (Saticoy well field)	0.0	118.6	118.6	122.5	122.5							
Total PTP	924.4	1,456.2	1,752.7	1,974.3	2,113.8							
	-						•		•		•	
C-customers (surface water)	0.0	0.0	0.0	0.0	0.0							
Saticoy Well Field (groundwater)	0.0	224.4	224.4	232.4	232.4							
O-H Pipeline (groundwater)	1,066.4	2,287.8	3,130.0	3,738.9	4,456.6							
		-					-	-	-	-		
Total Surface Water Delivery	2 0 2 0 1	20424	2546.2	2 0 4 4 4	2 072 2							
(PTP, PV, c-cust)	2,028.1	2,942.4	3,546.2	3,844.1	3,973.2							
Total Groundwater Delivery												
(PTP, OH, Sat)	1,076.9	2,576.9	3,426.2	4,059.2	4,787.3							
Total Delivery												
(surface water, groundwater)	3,105.0	5,519.3	6,972.4	7 <i>,</i> 903.3	8,760.5							
	-											



### Cumulative deliveries by source/type

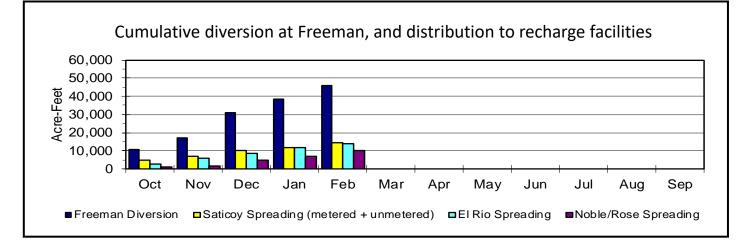


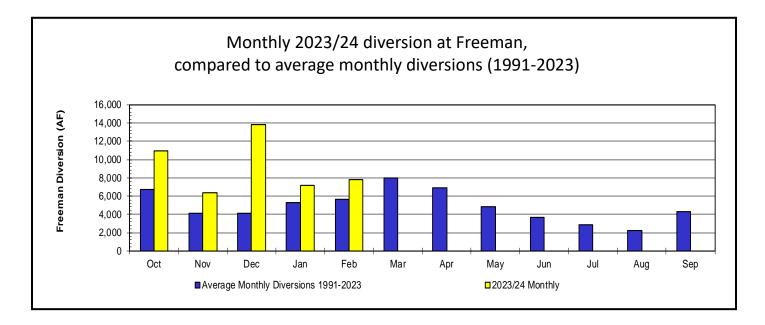
### Monthly diversion and recharge totals by facility, 2023/24, in acre-feet

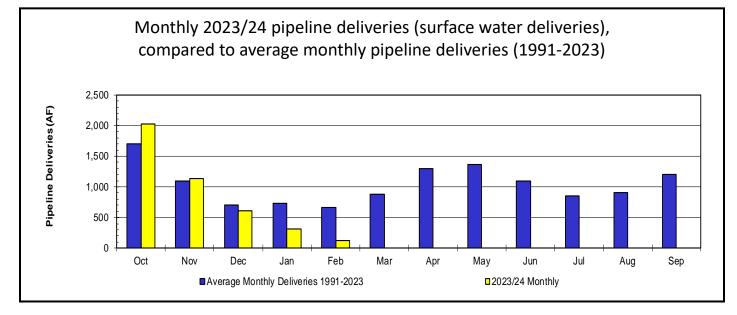
Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble/Rose Spreading	LBMWC Water Use
Oct	0	10,946	5,094	2,591	1,186	47
Nov	0	6,363	1,702	3,283	464	32
Dec	0	13,794	3,235	5,550	4,370	35
Jan	0	7,168	1,776	2,958	2,123	5
Feb	0	7,770	2,392	2,073	3,173	4
Mar						
Apr						
May						
Jun						
Jul						
Aug						
Sep						

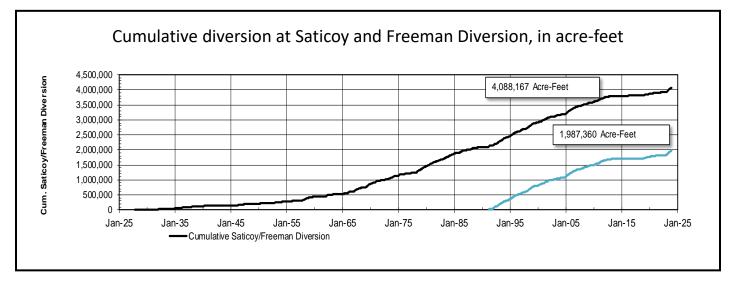
Cumulative diversion and recharge totals by facility, 2023/24, in acre-feet

Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble/Rose Spreading	LBMWC Water Use
Oct	0	10,946	5,094	2,591	1,186	47
Nov	0	17,309	6,796	5,875	1,650	78
Dec	0	31,103	10,031	8,833	4,834	113
Jan	0	38,271	11,807	11,791	6,957	118
Feb	0	46,041	14,199	13,864	10,129	122
Mar						
Apr						
May						
Jun						
Jul						
Aug						
Sep						

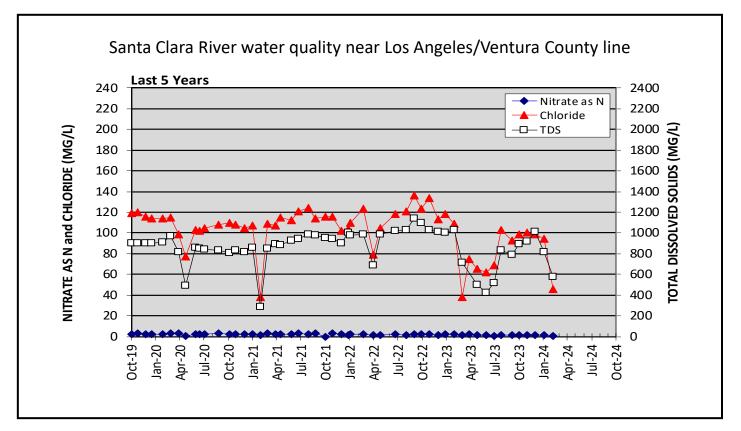


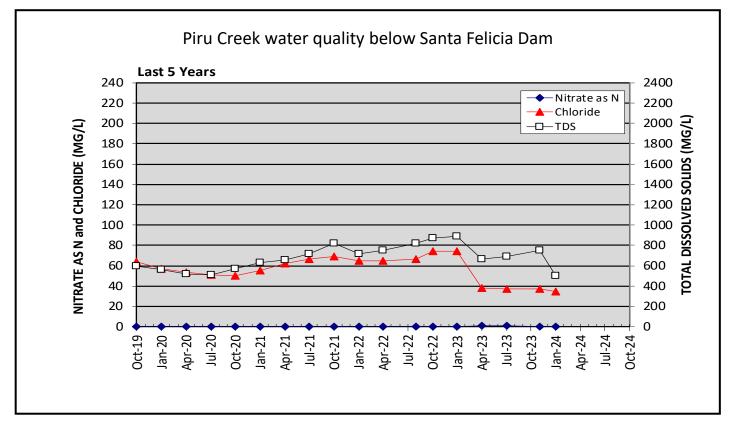




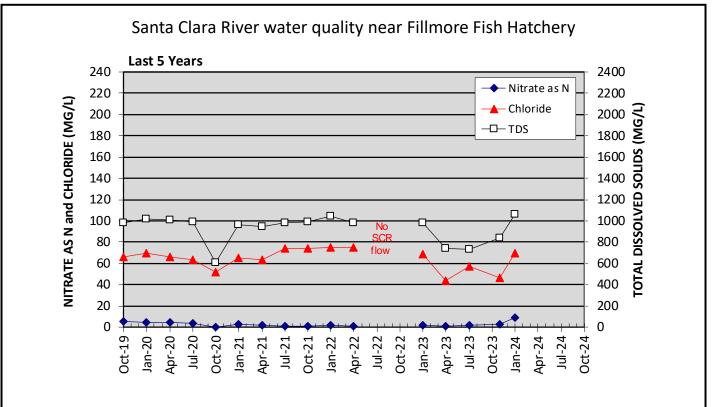


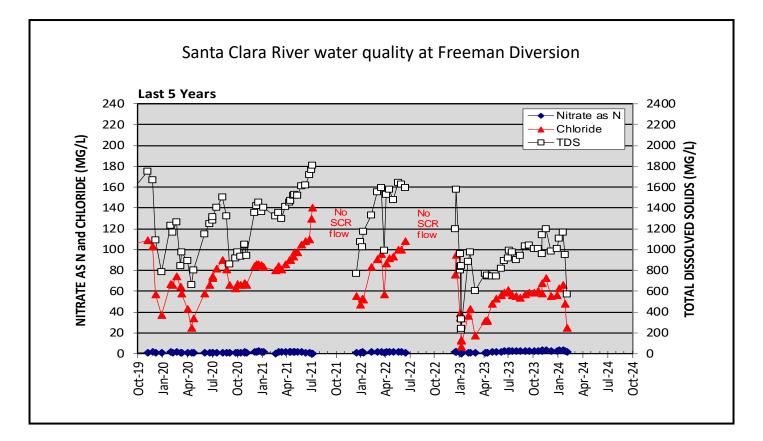
# Water Quality



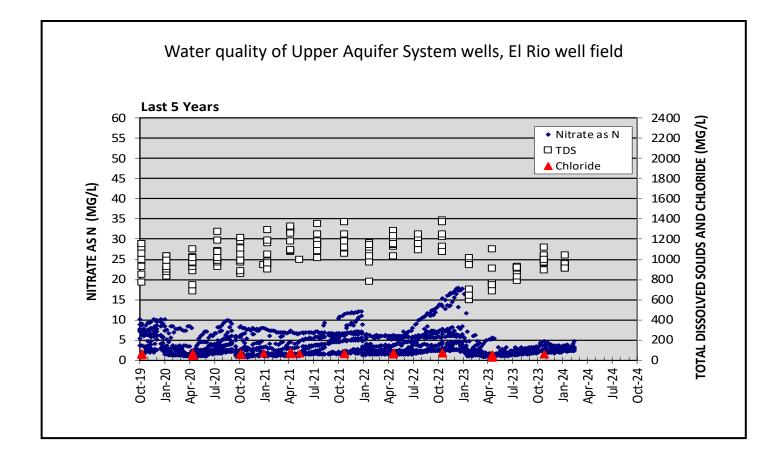


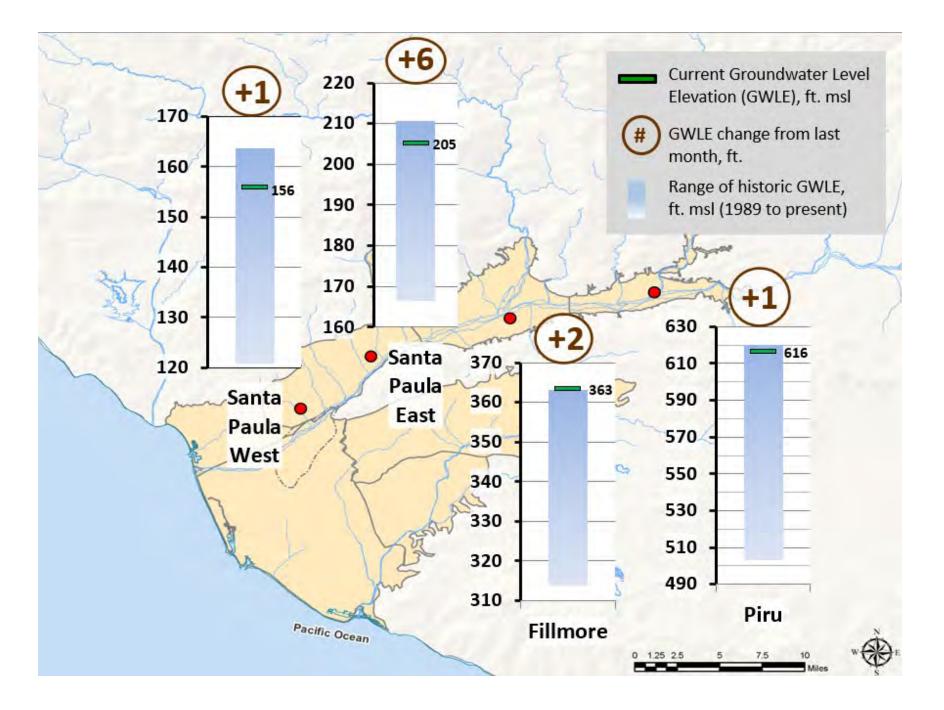
# Water Quality

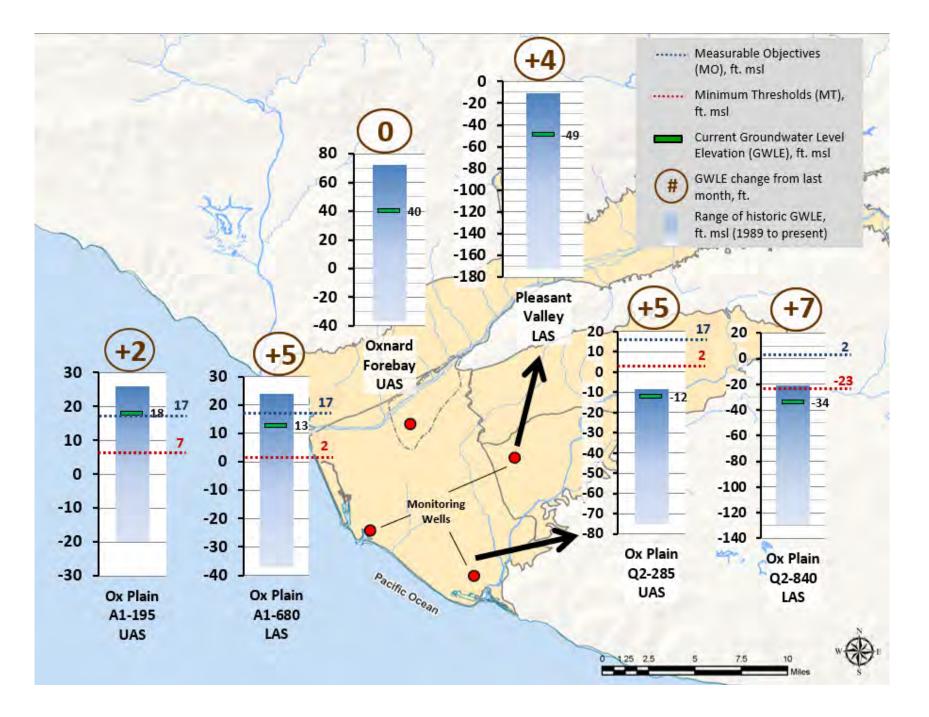


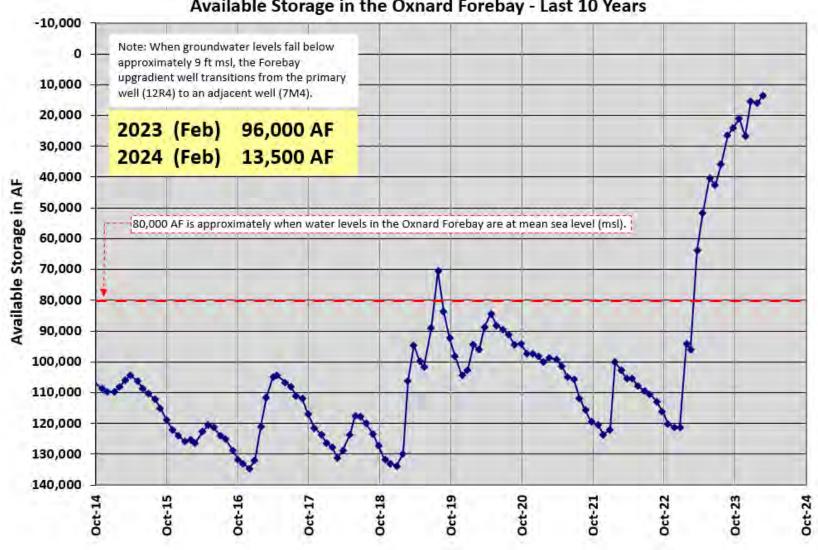


# Water Quality

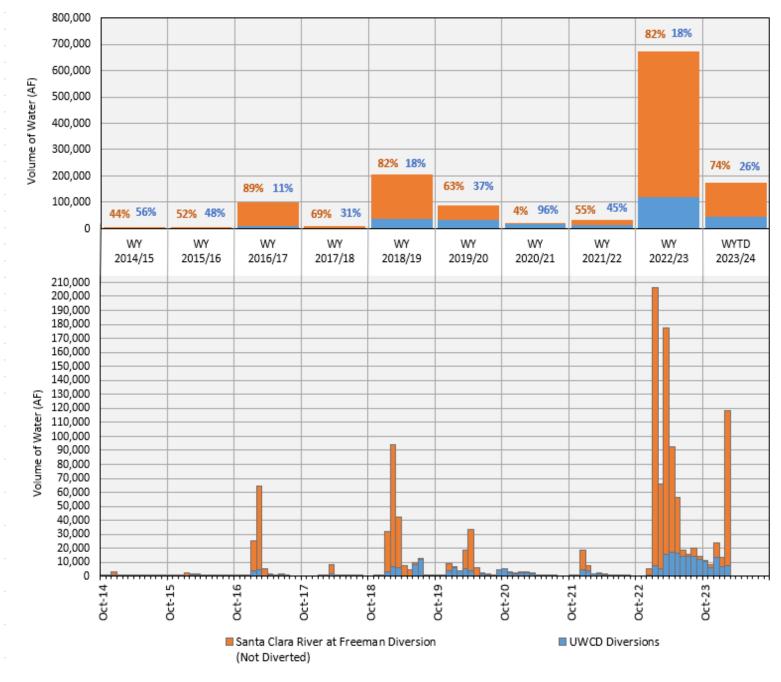








### Available Storage in the Oxnard Forebay - Last 10 Years



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



#### Staff Report

Agenda Item:	3.3 Monthly Investment Report (January 31, 2024) Information Item
Date:	February 28, 2024 (March 13, 2024, meeting)
From:	Brian H. Zahn, Chief Financial Officer Sara Guzman, Senior Accountant
Through:	Mauricio E. Guardado, Jr., General Manager Anthony A. Emmert, Assistant General Manager
To:	UWCD Board of Directors

#### Staff Recommendation:

Receive and review the most current investment report for January 31, 2024.

#### Discussion:

For informational purposes only.

#### Fiscal Impact:

As shown.

#### Attachment:

Combined Monthly Investment Report

### United Water Conservation District Monthly Investment Report January 31, 2023

<u>Investment Recap</u> Citizens Business Bank Petty Cash	G/L Balance 9,703,675 4,400	Weighted Avg Days to Maturity 1 1	Diversification Percentage of Total 24.71% 0.01%
County Treasury	1,884	1	0.00%
LAIF Investments Total Cash, Cash Equivalents and Securities	29,556,987 <b>39,266,947</b>	1	75.26% <b>100.00%</b>
Investment Portfolio w/o Trustee Held Funds Trustee Held Funds Total Funds	39,266,947		
l otal Funds	39,266,947		
Local Agency Investment Fund (LAIF)	Beginning Balance 29,258,812	<b>Deposits (Disbursements)</b> 298,175	Ending Balance 29,556,987
	Interest	Interest	
	<b>Earned YTD</b> 547,025	<b>Received YTD</b> 798,674	<b>Qtrly Yield</b> 4.00%

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

On behalf of Mauricio E. Guardado	2/28/2024	
Mauricio E. Guardado, Jr., General Manager	Date Certified	
DocuSigned by:	2/28/2024	
Anthony Emmert, Assistant General Manager	Date Certified	
Brian H Zahn	2/28/2024	
Brian H. Zahn, Chief Financial Officer	Date Certified	

F:\Reporting\Monthly Board Reports\Banking Balances & Investment Report - FY 23-24

		Water Conservation Di Cash Position							
January 31, 2023									
Fund	Total	Composition	Restrictions/Designations						
General/Water Conservation Fund:			Revenue collected for district operations						
General/Water Conservation	7,011,942	(6,717,636)	Includes General, Rec & Ranger, Water Conservation						
		4,962,000	Reserved for legal expenditures						
		4,633,064	Designated for replacement, capital improvements, and environmental projects						
		4,134,514	Supplemental Water Purchase Fund						
General CIP Funds	14,075,115	14,075,115	Appropriated for capital projects						
	5,729,880	5,729,880	Reserved for CIP Projects						
Special Revenue Funds:			Revenue collected for a special purpose						
State Water Project Funds	7,880,986	7,880,986	Procurement of water/rights from state water project						
Enterprise Funds:			Restricted to fund usage						
Freeman Fund	(2,440,567)	(2,440,567)	Operations, Debt Service and Capital Projects						
		-	Designated for replacement and capital improvements						
		-	Reserved for legal expenditures						
	3,402,104	3,402,104	Appropriated for capital projects						
Freeman CIP Fund	•,••=,•••	- , ,	rr - r						
Freeman CIP Fund OH Pipeline Fund	(2,136,404)	(2,136,404)	Delivery of water to OH customers						
OH Pipeline Fund	(2,136,404)	(2,136,404)	Delivery of water to OH customers						
OH Pipeline Fund OH CIP Fund OH Pipeline Well Replacement Fund PV Pipeline Fund	(2,136,404) 2,260,840 (122,890) 982,109	(2,136,404) 2,260,840	Delivery of water to OH customers Appropriated for capital projects						
OH Pipeline Fund OH CIP Fund OH Pipeline Well Replacement Fund	(2,136,404) 2,260,840 (122,890)	(2,136,404) 2,260,840 (122,890)	Delivery of water to OH customers Appropriated for capital projects Well replacement fund						
OH Pipeline Fund OH CIP Fund OH Pipeline Well Replacement Fund PV Pipeline Fund PV CIP Fund PT Pipeline Fund	(2,136,404) 2,260,840 (122,890) 982,109 244,539 1,107,227	(2,136,404) 2,260,840 (122,890) 982,109 244,539 1,107,227	Delivery of water to OH customers Appropriated for capital projects Well replacement fund Delivery of water to PV customers Appropriated for capital projects Delivery of water to PTP customers						
OH Pipeline Fund OH CIP Fund OH Pipeline Well Replacement Fund PV Pipeline Fund PV CIP Fund	(2,136,404) 2,260,840 (122,890) 982,109 244,539	(2,136,404) 2,260,840 (122,890) 982,109 244,539	Delivery of water to OH customers Appropriated for capital projects Well replacement fund Delivery of water to PV customers Appropriated for capital projects						



## Staff Report

Agenda Item:	3.4 Fiscal Year Second Quarter 2023-2024 Financial Reports (October 1, 2023 – December 31, 2023) Information Item
Date:	February 28, 2024 (March 13, 2024, meeting)
From:	Brian H. Zahn, Chief Financial Officer
Through:	Mauricio E. Guardado, Jr., General Manager Anthony Emmert, Assistant General Manager
То:	UWCD Board of Directors

### Staff Recommendation:

Review the Fiscal Year Second Quarter (FY Q2) 2023-24 Financial Reports for the period of October 1, 2023, through December 31, 2023.

#### Discussion:

The District prepares quarterly financial reports for each quarter which provide an analysis of District operations through the end of each quarter to highlight variances and for fiscal accountability.

This report represents six months of financial information for District operations for FYQ2 2023-24 (50 percent of the total fiscal year). Included in this report are budget to actual comparisons to date for District revenues, expenditures, and water deliveries, as well as discussion of any significant variances. This report is based on unaudited financial data and therefore is subject to revision as staff makes any necessary adjustments that may occur during the year.

While some funds appear to have some savings potential, adjustment recommendations may not be made at this time because the potential savings may be the result of delays in timing and therefore may not materialize.

Staff currently offer no recommendations for budget adjustments.

#### Attachments:

- A CIP Status FYQ2 2023-24 Financial Reports
- B FY 2023-24 Second Quarter Financial Reports



2023-24 First Quarter Financial Review

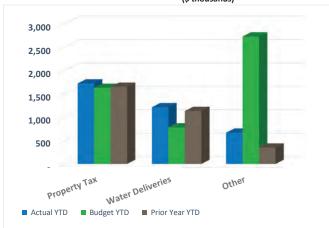
July 1, 2023 through December 31, 2023

50% of Fiscal Year Completed

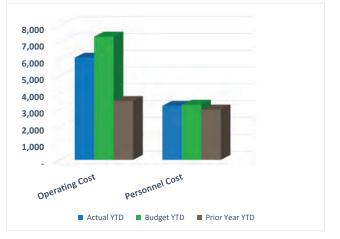
#### **General/Water Conservation Fund**

in \$ thousands	CY Actuals	CY Revised Budget	Variance	% Variance	PY Actuals	Variance	% Variance
Revenues							
Water Delivery	1,213	781	431	55%	1,131	81	7%
Groundwater	(105)	0	(105)	0%	68	(173)	-255%
Supplemental Water	0	0	0	0%	0	0	0%
Property Taxes	1,720	1,626	94	6%	1,648	72	4%
Earnings on Investments	615	147	468	318%	457	158	34%
Other	1,061	5,660	(4,598)	-81%	786	275	35%
Transfers in	98	98	0	0%	5	92	0%
Total Revenues	4,601	8,311	(3,710)	-45%	4,096	505	12%
Expenses							
Personnel Costs	3,216	3,277	(61)	-2%	2,992	224	7%
Operating Expenditures	6,082	7,335	(1,253)	-17%	3,500	2,582	74%
Capital Outlay	181	376	(195)	-52%	68	113	168%
Transfers out	8,521	11,046	(2,525)	-23%	4,772	3,748	79%
Total Expenses	17,999	22,035	(4,035)	-18%	11,333	6,667	59%
Net Surplus / (Shortfall)	(13,398)	(13,723)	325	-2%	(7,236)	(6,162)	85%

Revenues (\$ thousands)



Expenses (\$ thousands)



#### Revenue Status vs. Budget

- Revenue received through Second Quarter is \$4.6M, \$3.7M (45%) below Plan. This is predominantly due to Grant revenue being under Plan by \$2.5M. Grant revenue pertains to FEMA reimbursement for Lake Piru Flooding and SGM Grant for CIP Projects Ferro-Rose Recharge and Brackish Water Treatment. This is a timing variance as the budget is front loaded.
- Proceeds from Financing related to the WIFIA Laon are also under Budget (\$2.5M) but expected to happen later in the fiscal year.
- Groundwater Revenue below Budget (\$105K) due to revisions of groundwater statements from prior fiscal years.
- Lake Piru Revenue is also below projections by \$56K but expected to pick up in the future months.
- Shortfall offset by increases in Earnings on Investments (\$468K), Water Delivery (\$431K), and Property Taxes (\$94K).
- Investment increase is due to higher interest earnings and market value adjustments for LAIF.
- Water Deliveries \$431K (55%) higher than Plan, which is caused by 4,832 AF more deliveries for the OH, PV, and PTP Pipelines combined.
- Property taxes increase is due to a timing difference as property taxes are budgeted over 12 months and most are paid in December and April.

#### Revenue Status vs. Prior Year

- Second Quarter Revenue \$505K (12%) higher than the prior year mainly due to higher Earnings on Investments (\$158K), Property Taxes (\$72K), Transfers-In (\$92K), and Miscellaneous Revenue (\$317K) related to SDRMA Reimbursement.
- Pipeline deliveries (\$81K) are also higher than in the prior fiscal year attributable to 4,949 (62%) more deliveries in FY 2023-24.
- Offsetting the increase is lower Groundwater Revenue (\$173K) due to billing adjustments.
- Grant Revenue also lower in current fiscal year by \$71K caused by multiple grants being completed in FY 2022-23.

#### FY 2023-24 First Quarter Financial Review July 1, 2023 through December 31, 2023 50% of Fiscal Year Completed General/Water Conservation Fund - Continued

#### Appropriation/Expenditure Status vs. Budget

- Total Expenditures were \$18M, \$4M (18%) under Plan primarily due to a delay of CIP Transfers Out (\$2.5M) for Debt Proceeds related to CIP Projects SFD Outlet and SFD PMF, as well as lower than expected Operating Expenditures (\$1.3M).
- Overhead costs (\$562K) are below Budget due to timing differences and expected to pick up later in the fiscal year.
- Principal (\$303K) and Interest payments (\$356K) related to 2020 COP Payments are budgeted as expense but paid directly to liability.
- Salaries (\$213K) are also under Budget due to vacant Park Ranger Cadet, Field Technician, Park Ranger Assistants, and Part-Time Engineer positions.
- Office Expense (\$196K) lower than Budget, which is caused by a delay in public and community outreach. However, funds are expected to be used by the end of the fiscal year.
- Maintenance (\$116K), Travel Expenses (\$82K), and Capital Outlay (\$195K) are also below Plan but anticipated to be utilized later in the fiscal year.
- Offsetting savings are Professional Fees (\$217K) mainly related to the City of Ventura first installment payment made in December 2023.
- Benefits (\$152K) and Insurance Expense (\$156K) also over Budget. However, this was due to payments being made in July 2023 and funds budgeted over 12 months.

#### Appropriation/Expenditure Status vs. Prior Year

- Expenditures are \$6.7M (59%) higher than the prior year primarily due to CIP Transfers out (\$3.7M) and Operating Expenditures (\$2.6M).
- Professional Fees up \$2.1M, which was mainly due to the first installment payment for the City of Ventura settlement.
- Salaries and Benefits (\$224K) higher in the current fiscal year, which is caused by a Board approved 4% COLA increase and annual merit increases.
- Maintenance (\$158K), Overhead Costs (\$108K), and Capital Outlay (\$113K) are also higher in FY 2023-24 compared to the prior fiscal year.

#### Fund Balance

The projected ending undesignated working capital balance at the end of FY 23-24 is approximately \$2M.

The District's reserve policy requires a \$4 - \$5 million minimum undesignated balance. If the expected expenditures are realized, the fund is expected to finish the year under the District anticipated reserves.



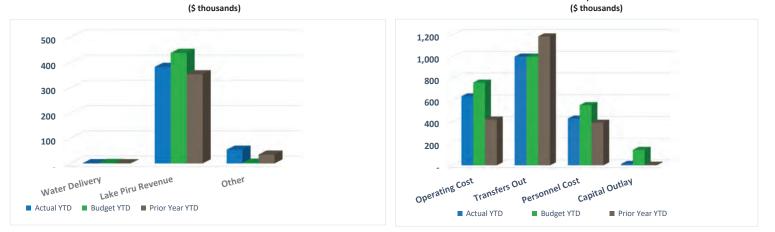
FY 2023-24 First Quarter Financial Review

July 1, 2023 through December 31, 2023

50% of Fiscal Year Completed

#### **Recreation Sub-Fund**

in \$ thousands	CY Actuals	CY Revised Budget	Variance	% Variance	PY Actuals	Variance	% Variance
Revenues							
Water Delivery	1	2	(1)	-41%	1	0	5%
Earnings on Investments	0	0	0	0%	0	0	0%
Lake Piru Revenue	382	437	(56)	-13%	353	29	8%
Other	54	3	52	1912%	35	19	55%
Total Revenues	437	442	(5)	-1%	389	48	12%
Expenses							
Personnel Costs	430	553	(124)	-22%	392	38	10%
Operating Expenditures	634	761	(127)	-17%	421	213	51%
Capital Outlay	13	142	(130)	-91%	6	7	127%
Transfers out	1,001	1,001	0	0%	1,186	(186)	-16%
Total Expenses	2,078	2,457	(380)	-15%	2,005	73	4%
Net Surplus / (Shortfall)	(1,641)	(2,016)	375	-19%	(1,616)	(24)	2%



Expenses

#### Revenue Status vs. Budget

• Operational Revenue received through Second Quarter is below budget by \$5K (1%), which is approximately on target with Budget. The slight revenue decrease was due to lower than planned Day Use, Camping, Boating fees and reservations.

#### **Revenue Status vs. Prior Year**

• Second Quarter Operational Revenue \$48K (12%) higher due to increased day use and reservations in the Current Year.

#### Appropriation/Expenditure Status vs. Budget

- Total expenditures of \$2.1M, \$380K (15%) under Budget due to Capital Outlay (\$130K), Operating Expenditures (\$127K), and Personnel Costs (\$124K).
- Capital Outlay purchases related to District Radios and Patrol Vehicle have been delayed to later in the fiscal year.
- Salaries and Benefits (\$124K) below Plan due to vacant Park Ranger and Seasonal Park Ranger positions.
- Professional Fees (\$43K) under Budget due to under-utilized Grant Solicitation and Legal fees.
- Maintenance (\$62K) also below Budget due to Land Maintenance not being needed through the first half of FY 2023-24 but is expected to be fully utilized by end of the fiscal year.
- Overhead Costs (\$41K) and Office Expenses (\$18K) are lower than forecast due to timing differences.
- Savings are partially offset by an increase in Insurance Premiums (\$19K).

Revenues

#### Appropriation/Expenditure Status vs. Prior Year

- Expenditures are \$73K (4%) higher in the current year primarily due to higher Operating Expenditures (\$213K). Maintenance (\$122K), Utilities (\$28K), and Overhead Cost (\$19K) are higher in FY 2023-24.
- Salaries and Benefits (\$38K) are also higher in the current fiscal year due to the Board Approved 4% COLA increase and annual merits increases.
- Offsetting increase is higher CIP Transfers Out (\$186K) in PY for the Lake Piru Campground and Recreation Area Renovations.



July 1, 2023 through December 31, 2023

50% of Fiscal Year Completed

		Freeman Dive	rsion Fund (Z	one B)			
in \$ thousands	CY Actuals	CY Revised Budget	Variance	% Variance	PY Actuals	Variance	% Variance
Revenues							
Groundwater	(6)	0	(6)		64	(70)	-110%
Water Delivery	1,175	756	419	55%	700	475	68%
Earnings on Investments	81	22	58	263%	19	62	328%
Other	45	586	(541)	-92%	53	(9)	-16%
Transfers in	0	0	0	0%	86	(86)	0%
Total Revenues	1,294	1,364	(70)	-5%	922	372	40%
Expenses							
Personnel Costs	578	571	7	1%	502	76	15%
Operating Expenditures	1,734	2,166	(432)	-20%	827	907	110%
Capital Outlay	32	68	(36)	-53%	14	18	136%
Transfers out	3,690	3,690	0	0%	20	3,670	18097%
Total Expenses	6,034	6,496	(462)	-7%	1,363	4,671	343%
Net Surplus / (Shortfall)	(4,741)	(5,132)	391	-8%	(441)	(4,300)	974%
Revenues (\$ thousands)						Expenses (\$ thousands)	
1,200				4,000			
				3,500			
1,000				3,000			
800	<u> </u>			2,500			
600				2,000			
400				1,500			
200		-		1,000			
				500			
Water Deliveries	estments Oth	er		Operating Cost Transf	ers Out personnel Cost	apital Outlay	
Water Actual YTD		Year YTD		Oper Train			
				Actual YTD	Budget YTD	Prior Year YTD	

#### *Revenue Status vs. Budget*

- Revenue received Second Quarter \$1.3M, down \$70K (5%) primarily due to Proceeds from Financing of 560k being delayed due to timing issues.
- Offsetting the deficit is Water Deliveries revenue being \$419K (55%) higher than Plan, which is caused by 4,832 AF more deliveries for the OH, PV, and PTP Pipelines combined.
- Earnings on Investments also over Budget by \$58K this Quarter due to higher interest rates.

#### Revenue Status vs. Prior Year

- Current Year higher by \$372K (40%). The increase is primarily due to Pipeline Deliveries increasing by 4,949 AF creating a 68% (\$475K) increase over FY 2022-23. Earnings on Investments also up \$62K.
- Slightly offsetting the increase is lower revenue from Groundwater (\$70K) due to billing adjustments being higher in the prior fiscal year. Transfers In (\$86K) also less in FY 2023-24 compared to the prior year.



FY 2023-24 Second Quarter Financial Review July 1, 2023 through December 31, 2023 50% of Fiscal Year Completed Freeman Diversion Fund (Zone B) - continued

#### Appropriation/Expenditure Status vs. Budget

- Total expenditures through the Second Quarter are \$6.5M, which is \$462K (7%) below Plan. Savings predominantly in Operating Expenditures of \$432K (20%) and under-utilized Capital Outlay costs of \$36k due to timing difference.
- Overhead cost (\$160K) under Budget due to timing differences and expected to pick up later in the fiscal year.
- Principal (\$287K) and Interest (\$31K) payments related to 2020 COP are budgeted as expense but paid directly to liability.
- Additional Operating Expenditures under Budget are Rents and Leases (\$18k) and Fuel Expense (\$11K). However, expected to be used by the end of the fiscal year.
- Savings are partially offset by an increase in Professional Fees of \$29k and Water Chemicals (\$16K).
- Insurance Premiums (\$53K) also over Plan due to payments being made in July 2023 and funds budgeted over 12 months.

### Appropriation/Expenditure Status vs. Prior Year

- Total Expenditures are \$4.7M higher than Prior Year, which is largely due to higher CIP transfers out \$3.7M related to the Freeman Expansion Project.
- Operating Expenditures (\$907K), Personnel Cost (\$76K), and Capital Outlay (\$18K) are also higher in FY 2023-24.
- Contributing to the Operating Expenditures variance are Water Treatment Chemicals (\$41k), Maintenance (\$94K), and Overhead costs (\$28K).
- Salaries and Benefits (\$76K) also higher than PY due to the Board approved 4% COLA increase, annual merit increases and unfunded liability payment.

#### Fund Balance

- The projected ending undesignated working capital balance at the end of FY 23-24 is approximately \$67K.
- The District's reserve policy requires an undesignated balance of \$1.5M.

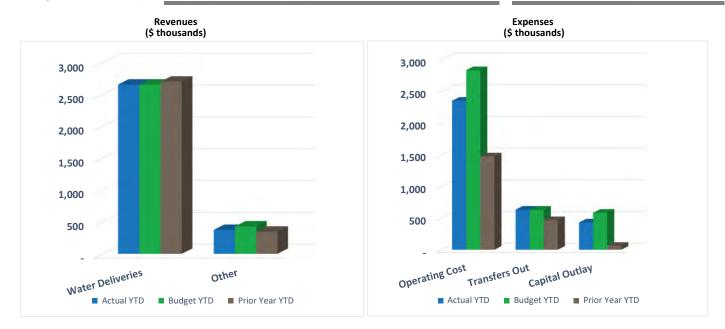


July 1, 2023 through December 31, 2023

50% of Fiscal Year Completed

**Oxnard Hueneme Pipeline Fund** 

in \$ thousands	<b>CY</b> Actuals	<b>CY Revised Budget</b>	Variance	% Variance	PY Actuals	Variance	% Variance
Revenues							
Water Delivery	2,659	2,658	1	0%	2,705	(46)	-2%
Earnings on Investments	46	31	15	47%	77	(31)	-40%
Grants	0	125	(125)	-100%	4,289	(4,289)	-100%
Other	330	399	(69)	-17%	270	60	22%
Total Revenues	3,035	3,213	(178)	-6%	7,341	(4,306)	-59%
Expenses							
Personnel Costs	612	512	100	20%	495	117	24%
Operating Expenditures	1,736	2,319	(583)	-25%	976	760	78%
Capital Outlay	429	582	(153)	-26%	62	368	596%
Transfers out	632	632	(0)	0%	466	165	35%
Total Expenses	3,409	4,045	(636)	-16%	1,999	1,410	71%
Net Surplus / (Shortfall)	(374)	(833)	458	-55%	5,342	(5,716)	-107%



#### Revenue Status vs. Budget and vs. Prior Year

- Total Revenue \$178K (6%) under Budget for the second quarter of FY 2023-24, which was near the forecasted Budget.
- Under budget is primarily due to the timing of Grant Revenue (\$125K) received which is related to Iron and Manganese Project. Compared to the prior year, Grant Revenue is \$4.3M lower due to multiple grants being completed in FY 2022-23.
- Fox Canyon Revenue was also below Budget \$81K (21%) due to GMA rate increase that was budgeted but not approved for current fiscal year. Compared to the prior fiscal year, Fox Canyon revenue was up \$57K (19%).
- Water Delivery Revenue was on target with FY 2023-24 Plan, and deliveries higher than prior year's second quarter by 320 AF (\$46K).



July 1, 2023 through December 31, 2023 50% of Fiscal Year Completed

**Oxnard Hueneme Pipeline Fund - continued** 

#### Appropriation/Expenditure Status vs. Budget and vs. Prior Year

- Total Expenses \$636K under Budget for the second quarter of FY 2023-24, which was primarily due to lower-than-expected Operating (\$583K) and Capital Outlay Expenditures (\$153K).
- Utilities (\$137K) below Budget due to delayed Edison invoices. November and December 2023 invoices were not received and paid in quarter two. However, Budget should be met by the end of fiscal year.
- Contractual Services (\$63K) below Budget due to SCADA troubleshooting, Allen Bradley tech support, and OH infrastructure analysis being delayed. Should pick up later in the fiscal year.
- Maintenance Cost (\$49K) and Overhead Costs (\$148K) lower than Plan but expected to pick up later in the fiscal year.
- Fox Canyon expenses (\$73K) lower than Budget due to delayed invoices from Fox Canyon GMA.
- Principal payments \$143K under Plan due to payments budgeted as expense but paid directly to liability.
- Slightly offsetting this is Insurance Expense (\$60K) and Water Chemicals (\$45K). Insurance Expense over Budget due to SDRMA payment paid in July, but budget was distributed evenly throughout the fiscal year. Treatment Chemicals over Budget due to a price increase per gallon.
- Personnel Cost (\$100K) were also higher than Plan, which was primarily due to SDRMA and Unfunded Liability payments being paid in July, but budget distributed evenly throughout the entire fiscal year. Secondly, there was also higher than expected work for the OH Pipelines, OH Booster Plant, and OH Well repairs.
- Compared to the last fiscal year, Personnel Cost (\$117K), Operating Expenditures (\$760K), Capital Outlay (\$368K), and Transfers Out (\$165K) were higher in FY 2023-24.
- Fox Canyon expenses over \$223K between the two fiscal years, which was due to a credit accrual for delayed GMA payments in FY 2022-23.
- Utilities (\$178K), Insurance Expense (\$41K), Maintenance (\$41K) and Water Treatment Chemicals (\$124K) were also higher in FY 2023-24 compared to the previous fiscal year. This was due to an increase in prices in the current fiscal year for operating expenses.

#### Fund Balance

- The projected ending undesignated working capital balance for FY 23-24 is approximately \$510K.
- The District's reserve policy requires an undesignated balance of \$1.1M for this fund, which is not expected to be met.



July 1, 2023 through December 31, 2023

50% of Fiscal Year Completed

Pleasant Valley Pipeline I	Fund
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in \$ thousands	CY Actuals	CY Budget	Variance	% Variance	<b>PY</b> Actuals	Variance	% Variance
Revenues							
Water Delivery	398	156	242	155%	205	193	94%
Earnings on Investments	26	7	19	254%	16	10	60%
Other	3	4	(1)	-28%	1	1	102%
Total Revenues	426	167	259	155%	222	204	92%
Expenses							
Personnel Costs	68	32	36	113%	30	38	127%
Operating Expenditures	72	78	(6)	-8%	29	43	148%
Capital Outlay	2	4	(3)	0%	1	1	64%
Transfers out	1	1	0	0%	1	0	0%
Total Expenses	142	115	27	23%	61	81	134%
Net Surplus / (Shortfall)	284	52	233	449%	162	123	76%
	evenues housands)				Expenses (\$ thousands)		
400				140			
350				120			
300				100			
250				80			
200				60			
100				40			
50				20			
						-	
Water Deliveries	Other			perating Cost Transf	ers Out Capital Out	lay	<ul> <li>Actual YTD</li> <li>Budget YTD</li> </ul>
	Budget YTD 🔳 Pric	or Year YTD	OF	eraune Transi	Capital		Prior Year YTD

#### Revenue Status vs. Budget & vs. Prior Year

- Revenue received in Q2 exceeds what was budgeted by 155% (\$259K) predominately due to water delivery \$242K (155%) over budget (4,393AF).
- Revenue is up \$204K from prior fiscal year due mainly to Water Delivery revenue \$193K (94%) as there was minimal water delivered in Q2 in FY 22-23. Also overrun of \$10K in Earnings on Investments due to the GAAP market value adjustment to LAIF.

#### Appropriation/Expenditure Status vs. Budget & vs. Prior Year

- Expenses for Q2 of \$142K, over plan by \$27K (23%) primarily due to Personnel Costs which are \$36K over plan. Offsetting overrun are Operating Expenditures (\$6K) and Capital Outlay (\$3K).
- Compared to prior year expenses are up \$81K. Operating Expenditures have increased \$43K primarily due to higher electricity expense of \$7K and Maintenance \$22K. Salaries and Benefits also up \$38K from prior year.

#### Fund Balance

The projected ending undesignated working capital balance at the end of FY 23-24 is approximately \$641K. The District's reserve policy requires a \$258K minimum undesignated balance which is projected to be met.



July 1, 2023 through December 31, 2023

50% of Fiscal Year Completed

**Pumping Trough Pipeline Fund** 

			•				
in \$ thousands	CY Actuals	CY Revised Budget	Variance	% Variance	PY Actuals	Variance	% Varianc
Revenues							
Water Delivery	1,606	1,454	152	10%	1,232	374	30%
Earnings on Investments	54	16	39	243%	37	18	49%
Grants	4	0	4		5	(1)	0%
Other	212	203	9	5%	330	(118)	-36%
Total Revenues	1,877	1,673	204	12%	1,603	273	17%
Expenses							
Personnel Costs	194	185	9	5%	209	(15)	-7%
Operating Expenditures	455	1,098	(643)	-59%	623	(168)	-27%
Capital Outlay	16	243	(227)	-93%	129	(113)	-88%
Transfers out	775	775	0	0%	395	380	96%
Total Expenses	1,440	2,301	(861)	-37%	1,356	84	6%
Net Surplus / (Shortfall)	437	(628)	1,065	-170%	247	190	77%
	Revenues Sthousands)				Expenses (\$ thousands)		
1,800			1,40	0			
1,600			1,20	。			
1,400							



### Revenue Status vs. Budget

- Revenue received through Q2 \$1.9M, up \$204K (12%). This is due to higher Water Deliveries \$152K (10%) Transfers In (\$198K), and Earnings on Investments (\$39K) being over projection.
- Water Deliveries 436 AF (16%) over Plan.
- Offsetting the increase was Fox Canyon fees which were \$188K under Budget as there were significant surface water deliveries in Q2 and GMA did not have anticipated rate increase in new water year.

### Revenue Status vs. Prior Year

- Revenue up \$273K (17%) from prior year. This is primarily due to \$374K (30%) increase in water delivery. There was 244 AF more water deliveries in FY 2023-24.
- Earnings on investments up \$18K (49%) from prior year due to higher interest rates.
- Offsetting increase was Fox Canyon fees (\$135K), which is lower this fiscal year versus last fiscal year.



July 1, 2023 through December 31, 2023 50% of Fiscal Year Completed Pumping Trough Pipeline Fund - continued

### Appropriation/Expenditure Status vs. Budget

- Total expenditures through Q2 are \$1.4M, \$861K (37%) below Budget predominantly due to lower Operating Expenditures of \$643K (59%).
- Utilities (\$183K), Maintenance (\$108K), Overhead costs (\$72K), and Water Chemicals (\$19K) under Plan but expected to pick up later in the fiscal year.
- Fox Canyon expense (\$54K) under projection due to more surface water deliveries and a delay in invoicing.
- Principal payments \$177K under Budget due to 2020 COP payments budgeted as expense but paid directly to liability.
- Professional fees also underutilized by \$24K due to delayed infrastructure analysis.
- Capital outlay (\$227K) also lower than anticipated due to fewer than planned PTP isolation valves and VFD replacements.
- Slightly offsetting the savings is an increase in Insurance Premiums of \$13K, which was caused by SDRMA payments made in July 2023 and budget distributed throughout 12 months.
- Salary and benefits also slightly over Plan by \$9K due to unfunded liability payment.

### Appropriation/Expenditure Status vs. Prior Year

- Compared to last fiscal year, expenditures are higher by \$84K (6%) predominantly due to higher CIP transfers out of \$380K for PTP Recycled Water Connection and Critical Well Environmental projects.
- Offsetting expenditures increase is Capital Outlay (\$113K), which is due to a delay in PTP isolation valves being replaced.
- Operating Expenditures are also lower by \$168K (27%) in FY 2023-24 compared to last fiscal year. This predominately due to lower electricity costs due to significant surface water deliveries in the current fiscal year. Personnel costs also down \$15K (7%) from prior year.

#### Fund Balance

- The projected ending undesignated working capital balance is approximately \$(298K).
- The District's reserve policy requires an undesignated balance of \$1M for this fund.



July 1, 2023 through December 31, 2023

50% of Fiscal Year Completed

State Water Fund										
in \$ thousands	CY Actuals	CY Revised Budget	Variance	% Variance	PY Actuals	Variance	% Variance			
Revenues										
Earnings on Investments	144	33	110	330%	85	59	70%			
Property Taxes	3,206	2,892	314	11%	1,291	1,915	148%			
Total Revenues	3,350	2,925	425	15%	1,376	1,974	143%			
Expenses										
Personnel Costs	0	0	0	0%	0	0	0%			
Operating Expenditures	3,581	2,199	1,382	63%	576	3,005	522%			
Capital Outlay	0	0	0	0%	0	0	0%			
Debt Service	0	0	0	0%	0	0	0%			
Transfers out	0	0	0	0%	0	0	0%			
Total Expenses	3,581	2,199	1,382	63%	576	3,005	522%			
Net Surplus / (Shortfall)	(231)	726	(957)	-132%	800	(1,031)	-129%			



#### Revenue Status vs. Budget and vs. Prior Year

- Revenue received through Q2 is above plan by \$425K (15%).
- Property tax revenue was favorable by \$314K (11%) largely due to higher than budgeted unsecured taxes. Earnings on investments also over Plan by \$110K due to GAAP market value adjustment to LAIF in addition to increase in rate of return.
- Compared to Prior Year, revenue is up \$2M (143%) due to an increase in property taxes.

#### Appropriation/Expenditure Status vs. Budget and vs. Prior Year

- Total expenditures of \$3.6M over budget by \$1.4M (63%). This is primarily due to higher variable costs from State Water Purchases.
- Compared to Prior Year, expenditures are up by \$3M (522%). This is also due to higher fixed costs in FY 23-24.

#### Fund Balance

- The projected ending undesignated working capital balance for FY 23-24 is approximately \$7.7M. Assuming FY 2023-24 activity
  is consistent with the approved budget; the projected ending balance is higher than the District's fund reserve maximum of
  \$5.5M.
- The entire fund balance is designated for the fixed and variable costs related to the District's State Water Project allocation of 5,000 AF per year, plus allowable Table A water.



July 1, 2023 through December 31, 2023

Overhead Fund							
in \$ thousands	CY Actuals	CY Revised Budget	Variance	% Variance	PY Actuals	Variance	% Variance
Expenses							
Personnel Costs	1,810	1,928	(117)	-6%	1,712	98	6%
Operating Expenditures	909	1,629	(720)	-44%	672	237	35%
Capital Outlay	0	208	(208)	0%	0	0	0%
Total Expenses	2,719	3,765	(1,046)	-28%	2,384	335	14%

50% of Fiscal Year Completed

## Expenses



#### Appropriation/Expenditure Status vs. Budget and vs. Prior Year

- Expenditures under budget by \$1M (28%).
- The largest savings were in Professional Fees \$644K primarily due to Admin Consulting Fees and Legal Counsel being underutilized. Contributing to the variance are Salaries and Benefits \$117K under budget due to vacant Receptionist, Finance Manager and Finance Supervisor positions. Safety Supplies \$16K and Travel \$29K are expected to be fully utilized by the end of the year. Slightly offsetting the savings are Telephone Expenses, which were \$8K over plan due to rollout of new District cell phones.
- Capital Outlay \$208K under budget due to the purchase of a Ceragon radio link replacement and for a Siklu radio monitoring software which is expected to be purchased later in year.
- Compared to prior year, expenditures are lower by \$335K (14%). The variance is mainly due to office expenses lower by \$109K, travel \$7K and maintenance by \$20K.



# Staff Report

To: UWCD Board of Directors
Through: Mauricio E. Guardado, Jr., General Manager
From: Craig Morgan, Chief Operations Officer Randy Castañeda, Operations Supervisor — Water Treatment J.D. Smallwood, Operations Supervisor — Water Distribution
Date: March 4, 2024 (March 13, 2024, meeting)
Agenda Item: 4.1 Monthly Operations and Maintenance Department Report

Agenda Item: 4.1 Monthly Operations and Maintenance Department Report Information Item

## Staff Recommendation:

Receive and file this summary report from the Operations and Maintenance department regarding its activities for the month of February 2024.

## 1. <u>Water Releases, Diversions</u>

- Lake Piru rose to 27.52 feet in February. Levels peaked at 77,700 acre-feet (AF) of storage and are currently increasing primarily due to storm inflows.
- 7,770 AF of water was diverted by the Freeman Diversion facility in February.
- 5,565 AF of water was delivered to the Saticoy recharge basins in February (metered plus unmetered, including Noble and Rose Basins).
- 2,073 AF of surface water was delivered to the El Rio recharge basins in February.
- 119 AF of surface water was delivered to the PTP system in February.
- 0 AF of surface water was delivered to C customers in February.
- 0 AF of surface water was delivered to Pleasant Valley County Water District in January.

# 2. Major Facilities Update

- Santa Felicia Dam
  - On February 1<sup>st</sup>, 2024, the lake level was 1023.83 and reached a peak of 1051.35 on February 28, 2024.
  - Santa Felicia Dam release flows varied from 7–208 CFS throughout February due to multiple Migration Releases initiated by rainfall throughout the county.
  - United staff hosted a facility tour at Santa Felicia Dam for Black & Veatch on February 15, 2024, as part of the new Outlet Works / Spillway Design Project.
  - SFD monthly inspection for February is near completion.
  - Saticoy staff assisting with Santa Felicia Dam activities and inspections as part of our cross-training program.

## Agenda Item: 4.1 Monthly Operations and Maintenance Department Report Information Item

- Herbicide applications were performed at Santa Felicia Dam and Lake Piru Campgrounds.
- Siren test was held and completed on Friday, February 2<sup>nd</sup>.
- Freeman Diversion, Saticoy, and El Rio Recharge Facilities
  - District staff operated the Freeman Diversion throughout the month of February, harvesting increased Santa Clara River flows due to storm events, accommodating fish ladder by-pass flows, recharging basins, and delivering surface water to El Rio, PTP and PV pipelines.
  - Staff performed various heavy equipment operations which included: sediment removal from both Freeman Diversion's canal bay and head bay, road repairs / drainage pipe installation near the Rose Basin, and other miscellaneous tasks.
  - Herbicide application tasks are ongoing and continuing near the Freeman Diversion and the Saticoy Spreading Grounds / Noble Basins.

	2024	2023	2022
Saticoy	26'	62'	113'
El Rio	62'	129'	136'
PTP	56'-89'	97-115'	105-145'

• Static water levels (distance of water from the well pad to the water table):

## • Oxnard-Hueneme (OH) Delivery System

- Staff monitored contractors as they excavated and exposed Fe/Mn 24" isolation valve for removal and inspection.
- EL Rio operators assisted General Pump Co. with the installation of a new pump motor for OH Well 20.
- Staff set up temporary EL Rio break room until new one is constructed at previous location.
- Staff continued pumping water out of EL Rio spreading basins to dry them out so earthwork could be performed to improve percolation rates.
- EL Rio operators worked with welding contractor to complete fabrication of a new section of inlet piping for Gas Engine 1.
- Staff assisted SCE with pump efficiency testing of all operational wells.

## • Pleasant Valley County Water District (PVCWD)

- PVCWD received United's surface water supply, surface supply from Conejo Creek Project and received highly treated recycled water from the City of Oxnard's Advanced Water Purification Facility (AWPF).
- 12% sodium hypochlorite injection continues at Saticoy's Moss Screen facilities for quagga mussel control.
- Staff performed additional weed abatement at PV Reservoir after major brush clearing was completed last month.

# • Pumping Trough Pipeline (PTP)

- During the month of January, the PTP system demand was met primarily with surface water.
- Staff upgraded PTP Turnout meter #161 with Endress Hauser Electromagnetic meter.
- Staff installed a new sodium hypochlorite storage tank along with miscellaneous peripherals at PTP Reservoir.
- Staff assisted SCE with pump efficiency testing of all 5 PTP wells.
- EL Rio operators located UWCD infrastructure and monitored contracted pipeline work near PTP well 4.

# Control Systems

- Control Systems staff began preparations to install new flow meter at Freeman Diversion Auxiliary Gate.
- Staff replaced faulty level transducer at OH Well 19.
- Staff has started to develop program to have remote capability of verifying accuracy for PTP and OH well flow meters
- Staff programed and commissioned an Endress Hauser Electromagnetic flow meter at Turnout #161 off Laguna Road.
- Staff performed troubleshooting at Saticoy Moss Screen that revealed motor for trash pump will need to be replaced in the near future.
- Staff worked on EL Rio SCADA modifications for OH well energy efficiency program.

# Lake Piru Water System

- All chlorine residuals and turbidity readings for the drinking water system were within proper ranges for February.
- 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.
- Basic maintenance and inspections are ongoing and continuing.

# 3. Operations and Maintenance Projects Update

- EL Rio staff responded to and rectified emergency repair of power pole at OH Well 20 site.
- EL Rio operators completed OSHA required HazWoper 40-hour online course and attended aerial lift training.
- UWCD staff met with representatives from CalAmerican Water Co. to discuss their prospective connections to the OH pipeline.
- Staff assisted with upgrades, by Dial Security, to intrusion alarm system for all EL Rio buildings.
- EL Rio staff assisted with maintenance operations at Freeman Diversion.

## Agenda Item: 4.1 Monthly Operations and Maintenance Department Report Information Item

- Staff met with representatives from MKN Consulting on Laguna Rd. to discuss the projected Oxnard recycle water connection to PTP system.
- EL Rio staff performed monthly calibrations for chlorine and ammonia leak detectors.
- UWCD staff met with General Pump at Saticoy well field to discuss potential well pump inspections for all 4 wells.
- Saticoy and SFD staff united to complete a major spraying operation at the Santa Felicia Dam and Lake Piru campgrounds.
- Saticoy pond "O" scraping efforts at 100% completion.

## 4. Other Operations and Maintenance Activities

- Staff continued oversight of the chemical injection process at the Moss screen for quagga control.
- Monthly bacteria samples were obtained for the PTP system.
- Monthly meter readings were obtained for OH, PTP and PV pipelines.
- Staff completed and electronically transmitted the monthly OH Surface Water Treatment Rule 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.

# 5. Safety and Training

- The online Target Safety assignment for November was "Water Industry Industrial Ergonomics."
- Staff deployed new safety and security signs as part of the Santa Felicia Dam Public Safety Plan assessment.
- Tailgate safety meetings were conducted at all individual O&M field locations and the topic included refresher training on equipment used at the various O&M locations; specifically, tailgate safety meetings were conducted prior to every commencement of maintenance activities at the Freeman Diversion.

Attachment: Operations Log for February.



# Staff Report

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado, Jr., General Manager
From:	Michael T. Groeneveld, Park Ranger I and Kathryn Prado, Lake Piru Administrative Assistant
Date:	February 26, 2024 (March 13, 2024, meeting)
Agenda Item:	4.2 Monthly Park and Recreation Department Report Information item

### Staff Recommendation:

Receive and file this staff report from the Parks and Recreation Department regarding its activities for the month of February 2024.

### **Discussion:**

During the month of February, the lake received approximately 16.20 inches of rainfall. Bringing the season total to 21.79 inches. Staff continued working on projects throughout the park. Major progress has been made on the store; Rangers constructed a new partition wall inside the store to divide the storefront from storage area. Ranger staff also demolished a secondary partition wall dividing two public restrooms previously utilized in 2011. This area will be used to store merchandise and other essential equipment.

This month, ranger staff also attended the monthly Board meeting where General Manager, Mauricio Guardado announced several well-earned promotions. At this meeting, Bernard Riedel was also introduced as the new Senior Park Ranger. Bernie will fill a vital role in the District as the new manager of Lake Piru.

## Staff Tasks and Activity Highlights

- **February 1<sup>st</sup>:** SAS installed license plate reader cameras at the kiosk. These license plate reader cameras will enhance the security of the lake by keeping track of all vehicles that enter the lake.
- **February 3<sup>rd</sup>:** Staff removed weathered and nonfunctional Day Use grills. These grills rusted through the bottom and became a danger to the public.
- **February 7th**: Staff performed noxious weed abatement measures by applying herbicide for weed management throughout the park. With warmer weather to follow, this is a critical effort to ensure fire safety, in, and around the park.
- February 9<sup>th</sup>: Staff utilized drone technology to obtain an aerial view of the debris

# 4.2 Monthly Park and Recreation Department Report

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field brought in by the storm event from February.

- **February 14<sup>th</sup>**: Staff continued working in the store. A dividing wall was installed separating the storefront from storage area. In addition, a wall was removed where two public restrooms were previously available. This area will now be utilized as a storage room.
- **February 14**<sup>th</sup>: Ranger staff attended the monthly Board meeting. At the meeting Ranger staff were recognized for their promotions. Our new Senior Park ranger, Bernard Riedel, was also introduced to United Water staff.
- **February 15**<sup>th</sup>: Staff had the opportunity to tour our new Senior Park Ranger and familiarize him with the surrounding areas of Lake Piru.
- **February 17, 22**: Staff moved the marina. The marina suffered additional damage to the gangway ramp. There is also an issue with one of the lakeside anchors, the anchor is stuck on something at the bottom. Staff are continuing to work on this issue.
- **February 22<sup>nd</sup>**: O&M staff repaired the offroad Tuatara patrol vehicle. The Tuatara is the Rangers most off-road capable vehicle and is used to get to difficult areas throughout the park, and other areas of the District.
- **February 22<sup>nd</sup>**: The lake hosted the filming of Delta Airlines Summer Olympic commercial, featuring a paralympic rower. This film generated \$2,800 in revenue.

# Staff Training/Meetings/Events

- Weekly throughout February: Staff completed training in case law, law enforcement policies, and procedures from District vendor Lexipol.
- Weekly throughout February: Staff completed safety training from District vendor Target Solutions.
- **February 9<sup>th</sup>:** Park Ranger Matt Lundberg completed Inland Boating Operator training. This course is designed to provide vessel operators with the skills necessary to safely operate a public safety vessel on inland rivers and lakes. Ranger Lundberg gained practical knowledge in nomenclature, vessel inspections, navigation rules, aids to navigation, charts, weather, boating law, patrol techniques, boating under the influence (BUI), and boating accident investigation (BAI) scenarios. Ranger Lundberg looks forward to sharing his knowledge with other rangers.

# 4.2 Monthly Park and Recreation Department Report

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# **Revenue and Visitation Recap**

2024 Day Use/Other Revenue Recap and Comparison			
2024 Day Use/Other Revenue (Jan 1 – Feb 22)	\$25,867		
2023 Day Use/Other Revenue (Jan 1 – Feb 22)	\$11,099		
Total Revenue Increase/Decrease from Prior Year	\$14,768		
Annual Increase/Decrease %	57.09%		
2024 Camping Revenue Recap and Comparison			
2024 Camping Revenue (Jan 1 – Feb 22)	\$37,961		
2023 Camping Revenue (Jan 1 – Feb 22)	\$33,262		
Total Revenue Increase/Decrease from Prior Year	\$4,699		
Annual Increase/Decrease in %	12.38%		
Total Combined Revenue Current and Previous Year Comparison (2024 vs. 2023)			
2024 All Revenue (Jan 1 – Feb 22)	\$63,828		
2023 All Revenue (Jan 1 – Feb 22)	\$44,361		
Total Revenue Increase from Prior Year\$19,46			
Annual Increase/Decrease in %	30.49%		

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

	2024 Total	Visitation Figures		
Month	# People	# Vehicles	# Vessels	Pets
January	1,650	662	74	6
February	1,591	613	57	22
Total	3,241	1,275	131	28

## Incidents/Arrests/Medicals

• Nothing to report.

### **Citations/Enforcement Summary**

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

### <u>Grants</u>

• Nothing to report.



# Staff Report

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado, Jr., General Manager Maryam Bral, Chief Engineer
From:	Dr. Jason Sun, Supervisory Water Resources Engineer Murray McEachron, Hydrologist Supervisor John Lindquist, Water Resources Supervisor
Date:	February 29, 2024 (March 13, 2024, meeting)
Agenda Item:	4.3 Water Resources Department Monthly Report and Update on Activities of Local Groundwater Sustainability Agencies (GSAs) Information Item

## Staff Recommendation:

Receive and file a report on Water Resources Department activities for the month of February 2024, including a summary of the activities of the Santa Paula Basin (adjudicated) Technical Advisory Committee and three local Groundwater Sustainability Agencies (Fox Canyon Groundwater Management Agency, Fillmore and Piru Basins GSA, and Mound Basin GSA.

## Discussion:

## **Staff Activities**

Notable efforts and activities conducted by staff during February included the following:

- Groundwater Modeling:
  - Staff has converted diverse datasets (precipitation, water level measurements, pumping records, and stream flows) spanning from 2016 to September 2022 into the model input files. Staff has completed the model simulation up to September 2022.
  - Staff are validating the UWCD flow model with data from 2016 to September 2022. Initial validation efforts indicate that the UWCD flow model is well calibrated.
  - o Staff are in the preparation of the GSP baseline scenarios for FCGMA.

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- Staff conducted several meetings, with FCGMA staff and their consultant, DUDEK, on the modeling support efforts utilizing the updated Coastal Plain Model. Data gaps were discussed including hydrological data, modeling data requirements and deliverables.
- Staff are assisting FCGMA staff and their consultant, DUDEK, in the process of requesting GSP-related data from local cities and agencies.
- Staff continued to provide modeling support the EBB project related to Phase 1 construction.
- Staff are working on the subsidence model calibration.
- Hydrology:
  - Staff are coordinating with Operations and Environmental on the implementation of bypass flows at the Santa Felicia Dam and Freeman Diversion.
  - Staff continued to provide input on operational decisions at Freeman Diversion to manage sediment accumulation near the intake structure, maximize diversions, and comply with regulatory requirements.
  - Staff continued to assist the Environmental Services and Engineering Departments in evaluating fish passage design modifications under consideration for United's Habitat Conservation Plan (HCP),
  - Staff continued to coordinate with operations at Saticoy and El Rio to maintain optimum percolation rates for the facilities.
  - Staff continued to assist the Engineering Department in developing a reservoir operations plan and hydrological risk assessment for Lake Piru prior and during the construction of the new outlet works as part of the Santa Felicia Dam Safety Improvement project.
  - Staff submitted annual Water Rights reports to the State Water Resources Control Board.
- Hydrogeology:
  - Staff continued collecting groundwater elevation and quality data throughout the District, followed by quality control, evaluation, and reporting activities as required or requested to support water resources management by United and other entities within our service area.
  - Staff supported review and preparations to respond to DWR's determination that the GSPs for Fillmore and Piru Basins were "inadequate."
  - Staff collected data as directed by United's legal counsel in response to Public Records Act requests received.
  - Staff estimated carryover from United's unused WY 2023 groundwater allocations for our PTP and EI Rio well fields and continued preparation of

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the annual report required to be submitted to the FCGMA for the Santa Clara River flex allocation.

- Staff continued to assist the Engineering Department and their consultant with design of Phase 1 of the EBB Water Project, including providing guidance and input on development of specifications for extraction wells, as well as support in planning and contracting for a geotechnical investigation at the project site. Staff are also coordinating with the U.S. Navy and the FCGMA to plan for obtaining EBB Water extraction well permits in the second half of 2024.
- Staff prepared bidding documents for installation of EBB Water Project Phase 1 groundwater monitoring wells this summer and responded to questions from potential drilling contractors. Staff also coordinated with the U.S. Navy on planning the upcoming monitoring-well installation work.
- Staff continued working with the State Water Resources Control Board to develop an appropriate scope of work for the Prop 1, Round 3 grant in support of the EBB Water Project. The grant is expected to be finalized and signed early in 2024.
- Staff prepared a new three-dimensional animated visualization of the forecasted effects of EBB-Water extractions on groundwater elevations and the saline-intrusion front within the Upper Aquifer System near NBVC Point Mugu.
- Staff provided input to FCGMA on the scale and timing of planned new water-supply projects that are being considered by the FCGMA for inclusion in the 5-year updates of the Oxnard and Pleasant Valley Basin GSPs.
- Staff continued analysis and preparation of a presentation on downscaled climate model forecasts for future rainfall within the District's service area, to inform ongoing GSP updates and planning of new water supply projects.
- Staff began considering future demand for water within the District and on the OH Pipeline system for short- and long-range planning purposes.
- Staff began investigation of potential locations for an additional groundwater recharge basin in the Forebay area, and began evaluating how much additional recharge would be expected if such a basin were available in the future
- Staff followed the live broadcast of a SGMA Oversight Hearing of the California State Assembly on February 21 and provided relevant input to a United representative attending the meeting in-person to assist in formulation of a public comment.
- Staff continued forecasting staff time, support services, and equipment needs for the Water Resources Department budget for FY 2024/25.
- Outreach and Education

- Page 4
  - Water Resources and Engineering staff gave a joint presentation on the EBB Water project at the Cal Desal Conference (February 8 and 9).
  - Staff gave a tour of the Santa Felicia Dam, Freeman Diversion, and El Rio spreading grounds on February 15.
  - Staff attended a Groundwater Resources Association of California (GRAC), Central Coast chapter, panel on well permitting changes on February 22.
  - Staff attended California Lutheran University's Center for Economic Research & Forecasting (CERF) 2024 Ventura County Economic Forecast presentation (February 28).
  - Staff from the Water Resources, Environmental, and Recreation Departments coordinated to begin development of an expanded STEM educational outreach program and Lake Piru.

# 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 continued to meet periodically with FCGMA staff and other stakeholders to analyze benefits and impacts of water-supply projects in support of developing a sustainable, resilient water-supply portfolio for the service areas of both agencies, and to conduct modeling for the 5-year update of the Oxnard and Pleasant Valley Basin GSPs. United staff also attended and, where appropriate, contributed to, FCGMA Board and Committee meetings, as follows:

*Board of Directors meetings* – The FCGMA held a regular Board meeting on February 28, which included the following notable agenda items:

- The Board authorized the Executive Officer to continue to approve temporary variances for the current water year for operators in the Oxnard and Pleasant Valley basins (those with pending variance requests up to the amount of extractions that did not incur surcharges in CY 2018).
- The Board received a presentation from Agency staff on FCGMA projects (components) submitted to DWR as part of the application package for the awarded Sustainable Groundwater Management Round 1 Grants in the Oxnard Subbasin and Pleasant Valley Basin. The Board also approved plans and specifications for the FCGMA's nested multi-depth and shallow single completion monitoring wells and authorized the Executive Officer or designee to execute a contract for construction of the wells at a cost of \$4,989,069.
- The Board received a presentation from Agency staff and approved an amendment to the existing contract with Dudek of \$241,150 for a new not-to-exceed amount of \$1,658,560 to prepare amendments to the GSPs for the Las Posas Valley Basin, Oxnard Subbasin, and Pleasant Valley Basin in coordination with the GSP 5-year evaluations.

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- The Board received a presentation from Agency staff, adopted WY 2023 annual allocations, and approved a schedule for invoicing of initial basin assessments for the Las Posas Valley Basin adjudication.
- The Board received an update on nominees to the Las Posas Valley Watermaster Technical Advisory Committee (this was mistakenly listed on FCGMA's agenda as "Receive an update and appoint nominees to the Las Posas Valley Watermaster *Policy* Advisory Committee" [emphasis added]).
- The Board received a presentation on amending "An Ordinance to Establish an Allocation System for the Oxnard and Pleasant Valley Groundwater Basins" to comply with the decision and order in City of Oxnard v. Fox Canyon Groundwater Management Agency, LASC Case No. 20STCP00929.

The next regular Board meeting is scheduled for March 27 at 1:30 p.m.

# Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA)

Staff continue to participate in FPBGSA activities supporting SGMA compliance and GSP implementation for the Fillmore and Piru basins, as follows:

*Board of Directors meetings* – The FPBGSA held a Board meeting on February 15, which included the following notable agenda items:

- The Board received a presentation from staff summarizing the findings, comments, and recommendations received from the California Department of Water Resources regarding its Sustainable Groundwater Management Act review of the Agency's Fillmore Basin Groundwater Sustainability Plan and Piru Basin Groundwater Sustainability Plan, and its findings that both plans were "inadequate."
- The Board received a presentation from Daniel B. Stephens and Associates summarizing the Water Year 2023 Annual Reports to the California Department of Water Resources.

The next FPBGSA Board meeting is scheduled for March 21 at 4:00 p.m.

# 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 MBGSA held a Board meeting on February 26, which included the following notable agenda items:

- The Board approved the Water Year 2023 Annual GSP Report for submittal to the Department of Water Resources.
- The Board authorized its Executive Director to procure the services of a licensed surveyor to conduct right-of-way research for proposed Monitoring Well Site B.

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The next MBGSA Board meeting is scheduled for March 25 at 1:00 p.m.

# 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 finalized the Annual Report for Santa Paula Basin for 2022.



## Staff Report

То:	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 H. Zahn, Chief Financial Officer Tony Huynh, Risk and Safety Manager Zachary Plummer, Technology Systems Manager Tracy Oehler, Executive Assistant/Clerk of the Board
Date:	February 29, 2024 (March 13, 2024, meeting)
Agenda Item:	4.4 Administrative Services Department Monthly Report Information Item

### Staff Recommendation:

Review and receive this staff report from the Administrative Services Department about its activities for February 2024.

### **Discussion:**

### **Finance**

- In-person timekeeping training was conducted with Operations and Maintenance staff.
- Received initial FY 2024-25 budget information.
- GM and AGM budget review is scheduled for the week of March 4.
- Preliminary budget highlights for Finance and Audit Committee April 1.
- Obtaining resale license for Lake Piru store sales.

### **Administrative Services**

- Provided administrative assistance for drafting, finalizing, distributing/posting materials, and room set up for the following Committee meetings, Engineering and Operations (Feb. 1), Finance and Audit (Feb. 5), Executive (Feb. 5), as well as the regular Board of Directors meeting (Feb. 14); and additionally, Fillmore and Piru Basins Groundwater Sustainability Agency meeting (Feb. 15) held at the City of Fillmore and Mound Basin Groundwater Sustainability Agency (Feb. 26) held at the City of Ventura.
- Coordinated logistical support with room and beverage setup for the following outside agency meetings: AWA VC Board of Directors (Feb. 1), AWA Waterwise Breakfast (Feb. 15), Avocado Growers (Feb. 15), AWA Water Issues Committee (Feb. 20), Ventura County Women for Agriculture (Feb 20), CA Avocado Commission Board of Directors (Feb. 22), and Santa Clara River Watershed (Feb. 29).

## Human Resources

- Pending Recruitments:
  - Associate Engineer position open, one interview held January 31
  - Engineer position open
  - Senior Engineer position open, one interview held February 22
  - Engineering Assistant position to close on March 3
  - Technology Systems Intern position to close on March 3
  - Seasonal Park Ranger Assistants interviews held February 20
- New Hire:
  - Technology Systems intern selected, tentative start date of March 4
- Completed all ACA Reporting and issued 1095-C documentation to staff as required by the IRS.
- Met with Lincoln Financial to ensure Secure 2.0 Act changes into 457 Plan by Internal Revenue Service deadline of February 1.
- Attended a demonstration for a payroll vendor on February 6.
- Attended a demonstration for an employee wellness vendor on February 7.
- Attended an Associate of Public Works Agencies meeting on February 8 to aid in our recruiting efforts for Engineering staff.
- Distributed 2024 Brown Bag Schedule, first Brown Bag topic was presented on February 28 on District Technology.
- Finalized rollout of District cell phones to designated staff.
- Assisted in posting OSHA Form 300A and Regulatory Compliance Posters at all District facilities.
- Developed and completed budget requests and gathered personnel requests from Departments for FY24-25.
- Assisted Risk and Safety in reporting damages from storms to SDRMA.

## Safety and Risk Management

- Responded to FEMA EHP Request for Information for Public Assistance Grant stemming from January 2023 Winter Storms; all remaining projects are pending FEMA obligation.
- Completed CSDA ChatGPT/A.I. virtual workshop.
- Completed hearing test for new staff (including Senior Park Ranger).
- Assisted Environmental Services with compiling Lake Piru Recreation signage updates as part of reported activities to FERC.
- Collaborated with Environmental Services in virtualizing Historical Properties Management Plan (HPMP) annual training in District's learning management system (Target Solutions).
- Coordinated electrical safety (NFPA 70E) and aerial lift safety training for Operations and Maintenance staff.
- Coordinated with admin staff on Five-Year Sprinkler Test and Inspection and check valve replacement for HQ building.
- Certified additional District staff from multiple departments in Adult & Pediatric CPR/AED/First Aid.
- Attended legal webinar on new Workplace Violence Prevention Plan requirement under Cal/OSHA (Feb. 27).

## Technology Systems

- Provided critical IT support to UWCD's Water Resources, Finance, and Engineering and Operations Committees, ensuring effective technology integration for essential discussions.
- Offered comprehensive IT assistance to the AWA Board of Directors, the California Avocado Commission, and Ventura County Women for Agriculture, promoting efficient hybrid meeting environments.
- Supported key workshops and meetings, enabling productive hybrid meeting environments including:
  - SFD Outlet Works Improvement Project 90% Design E&I Review Workshop
  - o AWA Waterwise Breakfast
  - o AWA Water Issues Committee
  - FPB GSA and Mound Basin GSA Board of Directors Meetings
  - o Santa Felica Improvement Project Design Workshop
- Executed a significant update to our management systems, enhancing cloud connectivity and backup protocols to ensure data integrity and system reliability.
- Coordinated with IT service providers for advanced system upgrades, reinforcing our cybersecurity infrastructure.
- Developed and implemented the OT Ticketing System, optimizing the tracking and management of operational technology issues.
- Conducted strategic discussions and upgrades for the UWCD network and firewall, enhancing security and synchronization across our systems.
- Completed a threat detection system upgrade, ensuring the latest system functionalities with comprehensive backup and restoration processes.
- Reviewed SCADA system integration, focusing on improving security posture, data integration, and reporting capabilities.
- Conducted Technology Systems site surveys at Lake Piru for retail operations, preparing for future infrastructure installations at the storefront.
- Initiated procurement for Water Resources modeling computers to enhance their capabilities and performance in their roles that heavily rely on our technology to achieve exceptional results.
- Hosted knowledge-sharing and technology Brown Bag sessions to discuss modern IT solutions. These included attending a KnowBe4 demonstration on Learning Management Software systems.
- Engaged in webinars and training for enhanced understanding of technology systems safety and governance.
- Held cadence meetings with regional radio and security integration teams, ensuring our services remain at the cutting edge.



# Staff Report

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado Jr., General Manager
From:	Maryam A. Bral, Chief Engineer Robert J. Richardson, Principal Engineer Nathan Summerville, Senior Engineer Adrian Quiroz, Engineer Kaili Taniguchi, Engineer
Date:	February 29, 2024 (March 13, 2024, meeting)
Agenda Item:	4.5 Monthly Engineering Department Report Information item

# Staff Recommendation:

Receive this summary report from the Engineering Department regarding its activities for the month of February 2024.

## **Discussion:**

- 1. Santa Felicia Dam Safety Improvement Project
  - Spillway Improvement Project
    - The construction management firm for the Outlet Works Improvement Project, Black & Veatch (BV), and UWCD Engineering, Environmental Services and O&M staff conducted a site visit on February 15, 2024 (See Figure 1) to discuss several considerations for enhancing contractor access/egress and staging areas during construction for both the Outlet Works and Spillway Improvement projects.
  - Outlet Works Improvement Project
    - Board of Consultants (BOC) Meeting No.9 for the 100% design package has been scheduled for May 1-2, 2024. The 100% design package will be submitted to FERC and the BOC no later than April 15, 2024, prior to the BOC Meeting.
    - On February 15, 2024, UWCD and BV met with Piru Neighborhood Council Member, Ken Wiseman, to discuss the needs and concerns of the Piru Community relate to recreational opportunities at Lake Piru, releases from Santa Felicia Dam, Emergency Preparedness and construction of the Santa Felicia Dam Safety Improvement Project.

## 4.5 Monthly Engineering Department Report Information Item

- On February 15, 2024, UWCD staff and BV met with legal counsel to discuss contractor prequalification and bid strategies for the Outlet Works Improvement Project.
- Design PFMA 90% Outlet Works and 60% Spillway
  - Design PFMA Workshop The design PFMA workshop was conducted at District HQ from January 22 - 25, 2024, and two virtual overflow days were conducted on February 2, 2024, and February 5, 2024. An additional 8-hour overflow session has been scheduled for March 11, 2024, to finalize the PFMs that were identified but could not be fully developed during the previous workshop days. A Design PFMA Summary Report will be prepared by BV and submitted to the District for review in March 2024.
- FERC License Amendment Application, NEPA Documentation and the Endangered Species Act Section 7 Consultation
  - Please see the monthly Environmental Services Department staff report for additional updates. report.
- Loan and Grant Applications
  - Staff and the Grant Task Force (GTF) responded to multiple requests regarding the 2023 FEMA Flood Mitigation Assistant (FMA) grant sub-application. The sub-application was resubmitted multiple times to Cal OES and most recently on February 12, 2024.
  - On February 14, 2024, Staff and the GTF submitted the Part 1 Document expressing interest in FEMA's High Hazard Potential Dams (HHPD) grant funding for the 100% design scope of work for the Spillway Improvement Project.
- 2. Condor Point Improvement Project
  - No updates to report this period.
- 3. Lake Piru Recreation Area Facility Improvement Plan (FIP)
  - Staff received a proposal from Stantec for development of the 30% and 60% design of the FIP. Please refer to Motion Item related to this project.
- 4. Freeman Diversion Expansion
  - Staff continue to meet with the special advisors to provide data to be used in their sediment model.
  - Staff continue to participate in meetings and discussions for the delivery of the Multi-Species Habitat Conservation Plan (MSHCP). Please see the monthly Environmental Services Department staff report for additional updates.
  - Staff collected and provided imagery data to NHC to analyze the impacts of recent storms on the geomorphology downstream.

# 4.5 Monthly Engineering Department Report Information Item

# 5. Iron and Manganese Treatment Facility

- GSE has submitted approximately 400 out of a total of 411 submittal packages anticipated for the project (many remaining submittals relate to project close-out). HDR and KJ have provided responses on approximately 375 submittal packages including a requirement to comply with the Buy American Act (BAA).
- GSE has submitted approximately 148 RFIs to date. HDR, KJ and the District have been providing responses and two RFIs (Nos. 144 and 148) are currently open.
- Forty-Two (42) Change Orders (COs) have been fully executed to date amounting to a net total of \$1,473,222.18. This represents approximately 15.8% of the original contract amount (\$9,342,900). Four (4) of these COs amounting to \$662,910.19 or 7.1% of the original contract amount are directly related to compliance with the BAA which is a federal grant requirement (the project was not originally bid with this requirement in place) and \$810,311.99 or 8.7% of the original contract amount is related to all other COs that have resulted in additions or modifications to the original scope of work.
- GSE's work in this reporting period included the following:
  - o Punchlist Items
  - Air Scour System Troubleshooting and Filter Vessel CAV Modifications (see Figure 3)
  - Washwater Recovery Tank Floating Decanter Troubleshooting (see Figure 4)
  - Replacement of buried 24" Filter Water Butterfly Valve Gearbox (see Figures 5 and 6)
- The facility startup and testing activities will continue for a period of three months to comply with the Division of Drinking Water (DDW) requirements for demonstrating full treatment efficacy.
- 6. PTP Metering Improvement Project
  - Total number of meters installed: 53 of 60 or 88.3% complete.
  - One (1) meter installed on February 22, 2024 (Turnout No. 161).
  - Easement acquisition completion: 33 of 41 obtained or 80.5% complete (no change).
  - Task Order No. 3 with Hamner, Jewell and Associates was prepared in the amount of \$7,700 to assist in the acquisition of eight (8) outstanding utility easement deeds:
    - One (1) partially signed (Turnout No. 120)
    - Six (6) that are under advisement by the property owner's legal counsel (Turnout Nos. 107, 142, 144, 145, 150, 156)
    - One (1) that has been rejected by the property owner (Turnout No. 154)
- 7. <u>PTP Recycled Water Connection Laguna Road Pipeline Project</u>
  - On February 20, UWCD and PVCWD Staff met to discuss draft terms of a recycled water delivery agreement and wheeling rates.

# 4.5 Monthly Engineering Department Report Information Item

- Staff completed their review of the draft Initial Study Mitigation Negative Declaration (IS-MND) and submitted comments to Rincon Consultants. The draft IS-MND is expected to be issued for public review and comments in April.
- Staff worked with MKN Associates to incorporate a blow-off into the design of the pipeline at the Revolon Slough crossing. Staff also worked with MKN Associates on a scope of work to update coverage under the General National Pollutant Discharge Elimination System (NPDES) Permit and Rincon Consultants to update the CEQA IS-MND.
- On February 23, MKN Associates' geotechnical subconsultant conducted a hand auger boring at the location of the future booster pump station along Laguna Road and Wood Road.
- 8. <u>Rice Avenue Grade Separation Project and Impact on PTP</u>
  - No update to report.
- 9. <u>State Water Project (SWP) Interconnection Pipeline Project</u>
  - No update to report.

# 10. Freeman Conveyance System Upgrade - Freeman to Ferro

- A contract for final design with HDR Engineering, Inc for \$227,000 was executed and United held a kick-off meeting and site visit with HDR staff on February 22, 2024.
- United Staff submitted the first progress report and invoice under the Proposition 1 Round 2 Integrated Regional Water Management Plan (IRWM Plan). The IRWM grant will provide one million dollars in funding to the Vineyard Avenue Crossing Project with the requirement for the District to fund a million dollars in match.
- A Notice of Award was provided to Granite Construction for the construction of the Inverted Siphon Project. The Board of Directors approved the construction contract under Motion Item 5.2 as part of the February regular meeting. Figures 10 and 11 provide sections of the existing and proposed facility.
- Staff conducted a pre-application meeting with Ventura County Watershed Protection District and the United States Army Corp of Engineers for 408 Application for the Three Barrel Culvert Replacement Project.

# 11. Extraction Barrier and Brackish Water Treatment Project

- Agreements:
  - On February 12, Naval Facilities Engineering Systems Command (NAVFAC) Southwest Real Estate Product Support Division provided draft Modification No. 1 to the succeeding monitoring wells license agreement that covers construction, access, maintenance, operation, and data collection of new monitoring wells (EM-1 through EM-5). Staff returned comments on the agreement to NAVFAC on February 20.

- Grants:
  - The District is currently working with the State Water Resources Control Board (SWRCB) Division of Financial Assistance (DFA) staff in development of a grant agreement for the \$8,449,062 Groundwater Grant Program (GWGP) grant that was approved on March 6, 2023, for the Phase 1 project. Execution of the grant agreement is anticipated by March 2024.
  - On February 7, Staff visited DFA staff at the CalEPA headquarters in Sacramento to discuss the status of the project and grant agreement.
- Meetings:
  - Held regular progress meetings with District staff, Navy staff, Phase 1 project design team (KJ) and environmental documentation and permitting team (ESA Consultants).
- Design:
  - On February 9, Kennedy/Jenks Consultants (K/J) submitted the Basis of Design Report which is currently under review by District Staff.
  - On February 23, District and NAVFAC Staff conducted site reconnaissance at Naval Base Ventura County (NBVC) Point Mugu to evaluate project impacts by the abandonment of proposed extraction well site "EBB3" due to storm-related damage to Beach Road (see Figure 9).
- CEQA/NEPA/Permits:
  - Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.
- Geotech/Hydrogeology:
  - o Additional boring locations were identified on February 23.
- Land Surveying:
  - Staff reviewed two (2) proposals received for land surveying services at NBVC Point Mugu and additional questions for clarification were issued to prospective land surveyors on February 23. Work is anticipated to proceed in March 2024.

## 12. Asset Management/ CMMS System

 District staff participated in learning sessions with GEI, AtkinsRéalis, and HDR Engineers Inc. to discuss Asset Management and Computerized Maintenance Management Systems (CMMS). Operations and Engineering staff attended the sessions.

13. OH Water Well No.20

• The General Pump Company completed the installation and start-up testing of the pump and motor for OH Well No. 20 on February 09, 2024. Staff is currently working to obtain the DDW Permit Amendment that would allow delivery of OH Well No. 20 water into the distribution system.

# 14. OH Well 14 Energy Efficiency Upgrade

- The District's consultant MNS has completed the field work for geotechnical and survey to support the preliminary design effort for the replacement of the OH Well 14 discharge line.
- 15. <u>California American Water (CalAm) Emergency Use Interconnection to the OH</u> <u>Pipeline</u>
  - In September 2021, United Board of Directors authorized execution of an agreement (Agreement) with CalAm to establish an emergency use interconnection to the OH Pipeline for providing additional system reliability to the El Rio Service Area. The Agreement between United and CalAm was fully executed by the General Manager on February 14, 2024. Per the Agreement, CalAm is allowed to establish emergency connections to the OH pipeline, one at the intersection of North Rose Avenue and Simon Way and another near the intersection of North Rose Avenue and E. Collins Road. The emergency connection at Simon Way includes a new valve and a lateral from the OH Pipeline existing 8-inch nozzle to a new metering vault within street right of way on Simon Way between North Rose Avenue and George Street. The E. Collins Road emergency connection is for future use and only includes a new valve and a lateral from an existing 8-inch nozzle on the OH Pipeline. CalAm has completed the design plans which were reviewed by Staff and is currently coordinating the construction schedule with the Engineering and Operations Staff. Construction of the emergency connections, which is expected to start in late 2024 requires a shutdown. The OH Pipeline shutdown and construction activities will be closely coordinated with the District customers at the minimum two weeks prior to the shutdown.

# 16. Other Topics, Meetings and Training

- On February 8 through 9, Maryam Bral, Robert Richardson and Chris Coppinger attended the 2024 CalDesal Annual Conference in Sacramento and presented progress on the Extraction Barrier and Brackish Water Treatment Project (see Figure 7 and 8).
- On February 9, 2024, Nathan Summerville and Destiny Rubio attended the APWA Lunch.
- On February 15, 2024, Robert Richardson and Nathan Summerville attended the AWA Breakfast.
- Winter storms have caused erosion of the Santa Clara River Levee owned and operated by Watershed Protection (See Figure 2). On February 22, Nathan

Summerville attended a progress meeting with the Ventura County Watershed Protection District for the Santa Clara River Levee (SCR-1) to find out about the status of the SCR-1 project and the County's maintenance plan for the portion of the levee upstream of the SCR-1 adjacent to the Ferro Basin.



Figure 1 – Site visit with BV on February 15, 2024





Figure 2 – Erosion of Santa Clara River Levee adjacent to Ferro Basin

Figure 3 – Installation of 3" Electrically Actuated Valves on Filter Vessel Vents



Figure 4 – O&M Staff Ascending Washwater Recovery Tank Ladder for Inspection



Figure 5 – GSE Construction Vacuum Excavating at Buried 24" Butterfly Valve



Figure 6 – GSE Construction Replacing Gearbox at Buried 24" Butterfly Valve



Figure 7 – Maryam B., Chris C., Robert R. for 2024 CalDesal Annual Conference



Figure 8 – Robert R. and Chris C. co-presenting at 2024 CalDesal Annual Conference



Figure 9 – Nathan J. (NAVFAC), Tessa L., Maryam B., Chris C. at NBVC Point Mugu on February 23

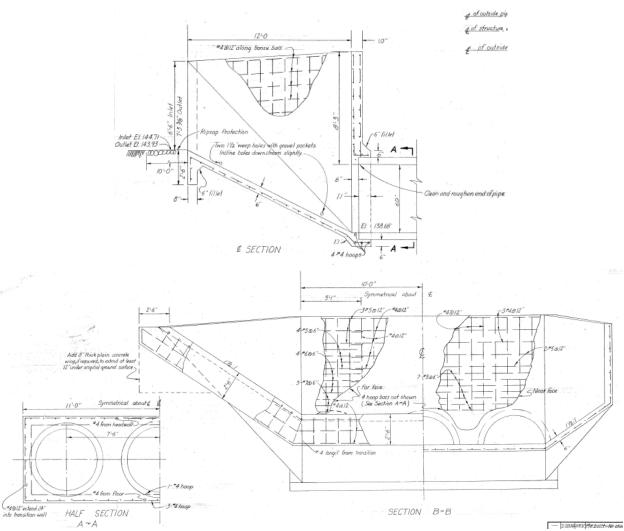


Figure 10 – Inverted Siphon Replacement Project Existing Sections

#### Information Item 170--170 (N) CALTRANS TYPE 80-TOP OF ROAD EL: 153.00 BARRIER OR EQUIVALENT, TYP (DESIGNED BY 3 PAVED ROAD SUPPLIER) C5 160--160 FG OUTLET INV ELEV: 143.32-÷ (N) CONC APRON C4 Т (N) WINGWALL BEYOND, TYP (DESIGNED BY 150--150 EG FG FLOW S=0.0% SUPPLIER) $\leq$ 36 -0" 140--140 1.0 (N) FOOTING BEYOND, SEE EARTHWORK NOTES ON PAGE G2 FOR SUBGRADE INLET INV ELEV: 143.32 TYP (DESIGNED BY PREPARATION SUPPLIER) 130 2+00 1+00 A SECTION SCALE: 1" = 10' 170--170 (N) PRECAST WINGWALL, TYP (DESIGNED BY (N) ROAD BEYOND 160-SUPPLIER) -160 9" CONC SLAB FG FG EG-ELEVATION (FT) FG Ъ 150-150 5 0 140 140 ROCK SLOPE PROTECTION, TYP. SEE NOTES ON SHT G2 24" KEY CONSTRUCT CAST IN PLACE (N) FOOTING, TYP (DESIGNED BY SUPPLIER) 30'-0"(INSIDE) 130 1+20 130-0+10 0+00 1+00 C3

# **Monthly Engineering Department Report** 4.5

Figure 11 – Inverted Siphon Replacement Project Proposed Sections

= 10

B SECTION C4 SCALE: 1"



# Staff Report

То:	UWCD Board of Directors	
Through:	Mauricio E. Guardado, Jr., General Manager Anthony A. Emmert, Assistant General Manager	
cc:	Dr. Maryam Bral, Chief Engineer	
From:	Marissa Caringella, Environmental Services Manager	
Date:	February 29, 2024 (March 13, 2024, meeting)	
Agenda Item:	4.6 Monthly Environmental Services Department Report Information Item	

### Staff Recommendation:

Receive and file this summary report from the Environmental Services Department regarding its activities for the month of February 2024.

### Discussion:

- 1. <u>Santa Felicia Project Operations and Federal Energy Regulatory Commission (FERC) License</u> <u>Support</u>
  - Santa Felicia Dam Safety Improvement Project (SFDSIP)

On January 30, 2024, Environmental Services staff (ES) submitted the 2023 Annual Project Activity Progress Report in compliance with the SFDSIP's 401 Water Quality Certification from the State Water Resources Control Board.

On January 30, 2024, the National Marine Fisheries Service (NMFS) filed a letter with FERC with comments on the project and the Endangered Species Act (ESA) Section 7 consultation. In response, United will meet with FERC to discuss the path forward for consultation.

On February 15, 2024, ES participated in a project site tour with Black & Veatch, the construction management firm for the Outlet Works Improvement Project. In addition, ES met with the full project team to discuss environmental compliance coordination and implementation during construction.

On February 23, 2024, NMFS filed a letter with FERC requesting a response from FERC on aspects of the project and the ESA Section 7 consultation.

On February 28, 2024, United met with FERC to discuss the SFDSIP and the ESA Section 7 consultation process.

• Santa Felicia Fish Passage Pre-Implementation Studies

Trapping activities in middle Piru Creek continued in late January and February 2024. High flows and hazardous road conditions due to storm activity have periodically limited trap operations and site access. Both fish traps (rotary screw and fyke) have operated as flows and access allow. One passive integrated transponder (PIT) antenna was partially damaged during a mid-February storm. Cramer Fish Sciences staff, with support from ES, expect to complete the repair before the end of February. Trap and PIT antenna operations are planned to continue through May 2024 as flows allow.

• 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 Water Conservation District (United) is required to make certain water releases from the 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 seven (7) cubic feet per second (cfs). The total precipitation as of March 1, 2024, has met the triggers for elevated habitat releases for the water year. The minimum required habitat water release for the month of March is 20 cfs.

Habitat water release trigger date	Trigger criteria (total cumulative precipitation on trigger date)	Minimum required water release if trigger is met	2024 Measured cumulative precipitation	Actual minimum required habitat water release for month
January 1	4.80 inches	15 cfs	4.64 inches	7 cfs
February 1	8.10 inches	20 cfs	7.82 inches	7 cfs
March 1	12.00 inches	20 cfs	21.12 inches	20 cfs
April 1	14.90 inches	20 cfs	TBD	20 cfs
May 1	16.30 inches	10 cfs	TBD	10 cfs
June 1	17.50 inches	9 cfs*	TBD	9 cfs

\*If triggered, the minimum required water release will remain at nine (9) cfs through October 1, at which time, minimum required water release will be seven (7) cfs through January 1 of next calendar year.

• Annual Reporting and Notifications

Vegetation and Noxious Weed Management Plan: The 2023 Annual Report was submitted to the U. S. Forest Service (USFS) on February 21, 2024. ES will file the Annual Report with FERC following the USFS Annual Consultation on February 28, 2024.

# 4.6 Monthly Environmental Services Department Report Information Item

Historic Properties Management Plan (HPMP): On February 8, 2024, ES submitted a supplemental status update to FERC for the 2023 HPMP Annual Report. The supplemental information was requested by FERC staff and will finalize the annual reporting under the HPMP.

USFS Annual Consultation: On February 28, 2024, ES met with staff from the Los Padres National Forest for an annual consultation to discuss the USFS' 4(e) Conditions, as required by United's FERC license. Minutes from the consultation will be filed with FERC by May 15, 2024.

### 2. Freeman Diversion Operations

During the month of February, ES supported Freeman Diversion operations and maintenance activities by coordinating with and providing notifications to resource agencies as needed, conducting surveys of dewatered areas, and providing on-site biological monitoring. The fish ladder and surveillance system have remained in operation, except for a few interruptions due to storm impacts, since the Sespe trigger was met in late January.

On January 25, 2024, the California Department of Fish and Wildlife (CDFW) issued a draft Lake or Streambed Alteration Agreement (LSAA) for the Freeman Diversion Routine Maintenance Project. On February 26, 2024, ES met with CDFW staff to discuss necessary revisions to the draft LSAA. ES will prepare and submit revisions.

### 3. Freeman Diversion Multiple Species Habitat Conservation Plan (MSHCP)

Following the January 17, 2024, status hearing in the *Wishtoyo et al. v. United* case, a meeting with special master Judge Smith, NMFS, and CDFW has been scheduled for April 3, 2024. The meeting is intended to address outstanding issues and determine next steps regarding the proposed fish passage improvements. Currently, the deadline for the Freeman Diversion MSHCP and associated court ordered regulatory applications is April 9, 2024.

# 4. Quagga Mussel Management

Throughout the month of February, ES continued conducting all quagga mussel monitoring activities on Lake Piru, lower Piru Creek, and the spillway pool in accordance with the Quagga Mussel Monitoring and Control Plan. ES also continued quagga mussel veliger (larva) sampling in United's lower system. United staff continues to meet regularly with Pleasant Valley County Water District. Additionally, ES ordered eight (8) totes of Clearigate product to replenish the product used to treat the Pleasant Valley reservoirs and to have additional product on hand for repeat treatments of the Pleasant Valley reservoirs as needed.

ES completed updates to United's "Unistandard Operating Procedures for Cleaning, Decontaminating, and Inspecting Equipment Exposed to Areas Contaminated with Quagga Mussels," which was last updated in 2016. The updated standard operating procedures for quagga mussel decontamination have been provided to United staff.

# 5. Extraction Barrier and Brackish Water Treatment Project (EBB Water Project)

On February 8, 2024, United submitted the initial draft National Environmental Policy Act (NEPA) Project Description to the Navy's NEPA team for review. This action kicks off the internal NEPA process and is progress towards federal environmental compliance for Phase 1 of the EBB Water Project.

# 4.6 Monthly Environmental Services Department Report Information Item

# 6. Capital Improvement Project Permitting and California Environmental Quality Act (CEQA) Support

On February 1, 2024, ES submitted a request to the California Natural Resources Agency (CNRA) for a suspension of CEQA for the Vineyard Undercrossing Project under Paragraph 5 of Executive Order N-7-22. On February 21, 2024, the CNRA denied United's request to suspend CEQA. ES is working with Engineering to complete the CEQA requirements for the project.

On February 20, 2024, ES participated in the Three Barrel Culvert Replacement Project 408 preapplication meeting with the Engineering Department and the U.S. Army Corps of Engineers (USACE). The USACE confirmed that the project qualifies for a replacement of existing facilities categorical exclusion under NEPA. On February 21, 2024, Pax Environmental completed a cultural survey of the project area. A cultural resource assessment report is required for the 408 permit application. Pax Environmental expects to have the report completed by March 26, 2024.

### 7. Grant Efforts

On February 9, 2024, United submitted 60% design plans and associated supporting materials to the U.S. Bureau of Reclamation as requested to support the WaterSMART Aquatic Ecosystem Restoration Projects grant application for the Freeman hardened ramp fish passage facility.

On February 14, 2024, United submitted a project description memorandum expressing interest in the Federal Emergency Management Agency's FY24 High Hazard Potential Dams grant funding for the design scope of work for the SFDSIP.

During February, ES developed materials for the legislative team to support the federal appropriations budget process.

# 8. Miscellaneous

- During late January and February, ES attended National Weather Service webinars for updates regarding storm forecasts.
- On January 30, 2024, Andrew Dennhardt, a Biologist with the U.S. Fish and Wildlife Service (USFWS), provided a presentation to ES on the results of USFWS' watershed-wide least Bell's vireo surveys (which United has contributed to) and the recently published Arroyo Toad (*Anaxyrus californicus*) 5-Year Review: Status and Evaluation.
- On February 20, 2024, Terra Dressler, a Fisheries Biologist with Stillwater Sciences, provided a presentation to ES about her Ph.D. research which investigated the comparisons of thermal tolerance of geographically distinct populations of *Oncorhynchus mykiss*.
- On February 29, 2024, ES attended the Santa Clara River Watershed Committee Meeting.
- ES staff is developing a comment letter for the California Fish and Game Commission in response to the January 30, 2024, CDFW California Endangered Species Act (CESA) Status Review of Southern California Steelhead. The comment letter will be submitted in advance of a possible CESA listing decision at the April Fish and Game Commission meeting.



# Staff Report

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado, Jr., General Manager
From:	Anthony Emmert, Assistant General Manager
Date:	February 27, 2024 (March 13, 2024, meeting)
Agenda Item:	5.1 <u>PUBLIC HEARING</u> Proposed Order to Cease Extraction of Groundwater at Well No. 03N20W02H05S (Water Code § 75637, subdivision (b)) <u>Motion</u>

# Staff Recommendation:

The Board President will open the public hearing regarding extraction of groundwater at Well No. 03N20W02H05S ("Well H05S") per Water Code section 75637, subdivision (b). After the Board hears a presentation from District staff, the Board will call for public comments regarding a potential order to cease pumping groundwater at Well H05S. The Board will then close the public hearing.

After the public hearing is closed, the Board will consider adopting Resolution No. 2024-02 Resolution of the Board of Directors of United Water Conservation District Ordering an Operator of Well No. 03N20W02H05S to Cease Extraction of Groundwater per Water Code Section 75637, Subdivision (b).

### Motion:

Approve Resolution No. 2024-02 ordering an operator of Well No. 03N20W02H05S to cease extraction of groundwater due to delinquent groundwater extraction charges.

### Background:

Water Code section 75500 *et seq.* authorizes United Water Conservation District ("District") to levy groundwater extraction charges upon well operators within the District's jurisdictional boundaries. An operator is required to provide the District with a semi-annual (each an "Installment") groundwater production statement on or before January 31st and on or before July 31st of each year. (Wat. Code § 75611.) The groundwater production statements must include the total production in acre-feet of water for the preceding six-month period, a general description or number locating each well, and the method or basis of the computation of such water production. (*Ibid.*) The groundwater production statements are also signed by the well operator.

If an operator fails to file a groundwater production statement with the District for an Installment, the Water Code authorizes the District to charge interest at a rate of 1% each month on the delinquent amount of the groundwater charge and to charge a one-time penalty of 10% of the amount found by the District to be due. (Wat. Code §§ 75615, 75616.)

Pursuant to Water Code section 75637, subdivision (b), the Board may conduct a public hearing regarding a proposed order to cease extraction of groundwater from a well until all delinquent fees and charges are paid. In order to conduct such public hearing, the District must provide notice to the operator of the well not less than 15 days in advance of the public hearing.

### Discussion:

Mr. Alan Van Wagner ("Operator") is one of three owners and/or operators of Well No. 03N20W02H05S ("Well H05S"), which is located within the District's jurisdictional boundaries.

The Operator is delinquent in the payment of groundwater charges for Well H05S from June 30, 2019, through August 23, 2023, in the amount of approximately \$44,323.00, which includes amounts for penalties and interest (although such interest is on-going).

On February 22, 2024, the District provided the Operator with notice by certified mail of a public hearing regarding the Operator's delinquency (Attachment B). On February 28, 2024, the District also published notice of the public hearing in the *Ventura County Star* newspaper.

The Board will open the public hearing regarding this issue. After a presentation from District staff, the Board will call for public comments regarding delinquent groundwater extraction charges and a potential order to the Operator to cease pumping groundwater.

Following the close of the public hearing, the Board will consider Resolution No. 2024-02 which will authorize an order to be sent to the Operator to cease extracting groundwater at Well H05S until all delinquencies are brought current.

# **Fiscal Impact:**

No fiscal impact, unless and until the Operator brings the outstanding delinquencies current.

# Attachments:

Attachment A – Resolution 2024-02 Attachment B – February 22, 2024, Letter to Operator

# ATTACHMENT A

# **RESOLUTION NO. 2024-02**

# A RESOLUTION OF THE BOARD OF DIRECTORS OF UNITED WATER CONSERVATION DISTRICT ORDERING AN OPERATOR OF WELL NO. 03N20W02H05S TO CEASE EXTRACTION OF GROUNDWATER PER WATER CODE SECTION 75637, SUBDIVISION (b)

**WHEREAS**, United Water Conservation District ("District") is authorized to levy groundwater extraction charges upon well operators within the District's jurisdictional boundaries per Water Code section 75500 *et seq*.; and

WHEREAS, a well operator must provide the District with a semi-annual groundwater production statement on or before January 31st and on or before July 31st of each year (Wat. Code § 75611); and

WHEREAS, the groundwater production statements must set forth: (a) the total production in acre-feet of water for the preceding six-month period; (b) a general description or number locating each water-producing facility; and (c) the method or basis of the computation, of such water production (Wat. Code § 75611); and

WHEREAS, if an operator of a groundwater well fails to file a semi-annual groundwater production statement with the District, the District's policy and practice is to send a written notice to the operator that includes a District-prepared informational groundwater production statement based on a 3-year average of reporting for the same period; and

WHEREAS, the District's above-mentioned notice also informs the delinquent operator that the District may charge interest at the rate of one percent (1%) each month on the delinquent amount of the groundwater charge and a one-time penalty of ten percent (10%) of the amount found by the District to be due (Wat. Code §§ 75615 & 75616); and

WHEREAS, the District may order, after a public hearing, an operator to cease extraction of groundwater from a water-producing facility until all delinquent fees and charges are paid (Wat. Code § 75637, subd. (b)); and

**WHEREAS**, the District must give notice to the operator of the aforementioned public hearing by certified mail not less than 15 days in advance of the public hearing (Wat. Code § 75637, subd. (b)); and

WHEREAS, Mr. Alan Van Wagner ("Operator") is one of three owners and/or operators of Well No. 03N20W02H05S ("Well H05S"), located at 2632 Aliso Canyon Rd., Santa Paula, California 93060, which is within the District's jurisdictional boundaries; and

**WHEREAS,** Well H05S features four meters: one at the main well (#15-13526) and one at each of the three turnouts; and

WHEREAS, the District understands that the meter at the Operator's specific turnout (#16-15006-06) was not installed until July 17, 2021 and, consequently, in all prior groundwater reporting, the Operator provided readings solely from the main well meter, resulting in an overestimation of groundwater usage; and

**WHEREAS,** the District has determined that the meter readings on the Operator's groundwater statements are inaccurate, which is primarily due to the absence of groundwater statements filed with the District since June 30, 2019; and

WHEREAS, the last reported accurate meter reading received from the Operator dates back to the June 30, 2019 groundwater statement, with a recorded reading of 911.877 from the main well meter (#15-13526); and

WHEREAS, on June 30, 2021, the District received a copy of the Operator's main well meter (#15-13526) reading of 346.746, but did not receive a statutorily required groundwater statement; and

WHEREAS, subsequent communications with the Operator, including an email dated September 8, 2023, included a picture of a new meter (#16-15006-06) installed at the Operator's specific turnout, displaying a reading of 315.174 as of August 28, 2023 (the District presumes that, upon installation, the Operator's specific turnout meter read 000.000); and

**WHEREAS,** based on all information available to the District, the District has calculated the Operator's water usage from June 30, 2019, through August 23, 2023, as follows:

- From June 30, 2019, to June 30, 2021: total usage amounted to 434.87 acre feet of water;
- From July 1, 2021, to August 28, 2023: total usage amounted to 315.17 acre feet of water;
- During the period from June 30, 2016, to June 30, 2021, the District determined that the Operator overpaid for 242.14 Acre Feet of water while utilizing the main well meter for readings;
- Consequently, the Operator's total usage for the period spanning June 30, 2019, to August 28, 2023, equates to 507.90 acre feet of water (434.87 + 315.17 242.14); and

WHEREAS, upon converting the foregoing water usage into dollars, the District has determined that the Operator is delinquent in the payment of groundwater charges for Well H05S in the amount of <u>\$44,323.00</u>, which includes amounts for penalties and interest (although such interest is on-going); and

**WHEREAS**, on February 22, 2024, by certified mail, the District provided the Operator with notice of a public hearing regarding a potential order ordering the Operator to cease pumping groundwater due to the Operator's delinquency; and

**WHEREAS**, on February 28, 2024, the District also published notice of the public hearing in the *Ventura County Star* newspaper; and

**WHEREAS**, on March 13, 2024, the District's Board of Directors held a public hearing regarding a proposed order to the Operator to cease extraction of groundwater at Well H05S, with a call for public comment; and

**WHEREAS**, all persons were given an opportunity to present public comments during the public hearings; and

**WHEREAS**, following the close of the public hearings, District staff recommends that the Board of Directors order the Operator to cease extraction of groundwater from Well H05S until all delinquent groundwater fees and charges are paid per Water Code section 75637, subdivision (b).

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

<u>Section 1.</u> <u>Recitals</u>. All of the above-listed recitals are incorporated herein by this reference and shall hereinafter be deemed to be the findings of the Board of Directors ("Board").

<u>Section 2.</u> Order. Pursuant to Water Code section 75637, subdivision (b), the Board hereby orders the Operator to cease extraction of groundwater from Well H05S until all delinquent groundwater fees and charges are paid. The Board also authorizes the General Manager, or the General Manager's designee(s), to issue a written notice of the foregoing order to the Operator.

<u>Section 3.</u> <u>Other Acts; Delegation</u>. The Board hereby approves a delegation of authority and appoints its General Manager, or the General Manager's designee(s), who is/are hereby authorized and directed to take any other action to carry out the terms or intent of this Resolution including, but not limited to, investigating compliance with the Board's orders hereunder and/or enforcing the Board's orders per any statute or any other legal or equitable means.

<u>Section 4.</u> <u>Severability</u>. If a court of competent jurisdiction determines, for any reason, that any language, part, section, provision, or requirement of this Resolution is invalid or unenforceable, such determination shall not invalidate or render unenforceable any other language, part, section, provision, or requirement of this Resolution. In such event, the language, parts, sections, provisions, or requirements that are not the subject of the court's determination shall be interpreted, to the extent permitted by law, in a

manner that is consistent with the intent and purpose underlying the invalid or unenforceable language, part, section, provision, or requirement.

Likewise, if a court of competent jurisdiction determines, for any reason, that any language, part, section, provision, or requirement of this Resolution is invalid or unenforceable as applied to a specific person or entity, such determination shall not affect the applicability of such language, part, section, provision, or requirement to other persons or entities. In such event, the language, parts, sections, provisions, or requirements that are not the subject of the court's determination shall be interpreted, to the extent permitted by law, in a manner that is consistent with the intent and purpose underlying the inapplicable language, parts, sections, provisions, or requirements.

<u>Section 5.</u> <u>Effective Date of Resolution</u>. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 13<sup>th</sup> day of March, 2024.

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Sheldon Berger, President

ATTEST:

Catherine Keeling, Secretary/Treasurer



# ATTACHMENT B

Daniel C. Naumann General Manager Mauricio E. Guardado, Jr.

Mohammed A. Hasan

Sheldon G. Berger, President

Lynn E. Maulhardt, Vice President Catherine P. Keeling, Secretary/Treasurer

Legal Counsel David D. Boyer

Board of Directors

Gordon Kimball

February 22, 2024

# VIA CERTIFIED MAIL--RETURN RECEIPT

Mr. Alan Van Wagner 2632 Aliso Canyon Rd. Santa Paula, California 93060

# Re: United Water Conservation District - Notice of public hearing regarding proposed order to cease extraction of groundwater at Well No. 03N20W02H05S (Water Code § 75637, subd. (b))

Dear Mr. Van Wagner:

My name is Brian H. Zahn, and I am the Chief Financial Officer for the United Water Conservation District ("District"). The District is a Water Conservation District organized pursuant to the Water Conservation District Law of 1931 (Water Code § 74000 *et seq.*). The District provides groundwater management and conservation services to all well owners and operators of groundwater wells within the District's boundaries. As you know, the District levies groundwater extraction charges upon well operators within the District's jurisdictional boundaries pursuant to Water Code section 75590 *et seq.* 

You are the owner and/or operator of a groundwater well that is located within the District's jurisdiction. This letter concerns the groundwater well registered as Well No. 03N20W02H05S ("Well H05S"), which is located at 2632 Aliso Canyon Rd., Santa Paula, California 93060. With respect to Well H05S, you are delinquent in the payment of groundwater charges.

Because you are delinquent in the payment of ground water charges for Well H05S, Water Code section 75637, subdivision (b), authorizes the District's Board of Directors ("Board") to order that you stop pumping groundwater from Well H05S until all delinquencies are paid:

"As an additional remedy, the [District] may order, after a public hearing, an operator to **cease extraction of groundwater** from a water-producing facility until all delinquent fees and charges are paid. The [District] shall give notice to the operator by certified mail not less than 15 days in advance of the public hearing." (Emphasis added.)

Please accept this letter as notice under Water Code section 75637, subdivision (b), that the Board will hold a public hearing on whether to issue you an order to cease extracting groundwater from Well H05S. **The public hearing will occur on <u>March 13, 2024</u>**. Following the foregoing public hearing, the Board will consider adopting a Resolution that orders you to cease pumping groundwater from Well H05S until all delinquencies are paid. **The Board's meeting will begin at 12:00 p.m. in the Board Room of the District's headquarters located at 1701 N. Lombard Street, Oxnard, California 93030**.

The public hearing will consider delinquencies from the years 2019, Installment #1 to 2023, Installment #2. The District has calculated that you are delinquent in the amount of **\$44,323.00**.

Mr. Van Wagner February 22, 2024 Page 2

You may attend the above-referenced public hearing and present the Board with evidence (whether oral or written) demonstrating that you are not delinquent.

Please contact us if you have any questions.

Very truly yours,

Brian H. Zahn Chief Financial Officer



# Staff Report

То:	UWCD Board of Directors	
Through:	Mauricio E. Guardado, Jr., General Manager	
From:	Brian H. Zahn, Chief Financial Officer	
Date:	February 22, 2024 (March 13, 2024, meeting)	
Agenda Item:	5.2 Approving Payment Plan for Southside Improvement Company January 2024 Groundwater Billing <u>Motion</u>	

### Staff Recommendation:

Review and consider approving a payment plan for Southside Improvement Company's (Southside) January 2024 Groundwater billing.

#### Background:

The Board of Directors for Southside was recently replaced with new members that are working to improve the conditions within their service area. The prior Board of Directors did not take into account the rate increases United Water Conservation District (the District) implemented on July 1, 2023, and now find themselves unable to pay the January 2024 Groundwater bill of \$99,186.41. They have requested from United to make payments to pay off the balance due.

Southside has agreed to the following:

- Balance due \$99,186.41
- Monthly payments of \$10,000
- Interest will be changed are a rate of 1% per month
- Total payments under the agreement: \$104,990.79

The District has not had any payment issues Southside in the past, however, it must be noted that currently we are looking into historical reporting errors that have resulted in under reporting of approximately 24,709 AF of water (\$2.2 million).

### **Fiscal Impact:**

The only financial impact to the District is that the current plan will straddle between two fiscal years, but in total it has no material impact.

### Attachment:

Payment schedule

Month	est 1% per month	Payment	Balance
January 2024	\$ -	\$ -	99,186.41
March 2024	\$ 991.86	\$ 10,000.00	90,178.27
April 2024	\$ 901.78	\$ 10,000.00	81,080.06
May 2024	\$ 810.80	\$ 10,000.00	71,890.86
June 2024	\$ 718.91	\$ 10,000.00	62,609.77
July 2024	\$ 626.10	\$ 10,000.00	53,235.86
August 2024	\$ 532.36	\$ 10,000.00	43,768.22
Sept 2024	\$ 437.68	\$ 10,000.00	34,205.90
Oct. 2024	\$ 342.06	\$ 10,000.00	24,547.96
Nov 2024	\$ 245.48	\$ 10,000.00	14,793.44
Dec 2024	\$ 147.93	\$ 10,000.00	4,941.38
Jan. 2025	\$ 49.41	\$ 4,990.79	-

Total

\$

5,804.38 \$ 104,990.79



# Staff Report

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado, Jr., General Manager
From:	Dr. Maryam Bral, Chief Engineer Adrian Quiroz, Engineer
cc:	Brian Zahn, Chief Financial Officer Craig Morgan, Chief Operations Officer
Date:	February 29, 2024 (March 13, 2024, meeting)
Agenda Item:	5.3 Authorize Approval of a Professional Consulting Services Agreement with Stantec Consulting Services, Inc. to Develop the 30% Design of the Lake Piru Recreation Area Facilities Improvement Project – Lake Piru Recreation Area Facilities Improvement Project (CIP 8055) <u>Motion</u>

# Staff Recommendation:

Authorize the General Manager to execute an agreement with Stantec Consulting Services, Inc. (Stantec) in the amount of \$407,000 to develop the 30% design package of the Lake Piru Recreation Area Facilities Improvement Project (FIP) (CIP 8055).

# Background:

United Water Conservation District (District) is in the process of designing campground facility improvements to the Lake Piru Recreation Area (LPRA). The District seeks to improve visitor experience at the LPRA by renovating the existing Olive Grove, Oak Lane, Lower Oaks and Group Camp 1 Campgrounds and by creating a new recreational vehicle (RV) campground at the Overflow Campground. Based on revenue estimates conducted by Stantec in 2022, using 2021 LPRA revenue and occupancy data, the improvements are expected to increase year-round campground occupancy by approximately seventy-five (75) percent and total annual revenue by approximately \$380,000 (2022 USD). The multi-year construction of the improvements would be implemented in three (3) phases; Phase 1 would consist of constructing the new RV campground at the Overflow Campground; Phase 2 would consist of renovating the Olive Grove Campground; and Phase 3 would consist of renovating the Oak Lane, Lower Oaks and Group 1 Campsites. The total cost of the Lake Piru Recreation Area FIP, including design, permitting, bidding, and construction is estimated to be \$17.7 million (2022 USD).

# Agenda Item: 5.3 Professional Consulting Services Agreement with Stantec Consulting Services, Inc. to develop the 30% Design of the Lake Piru Recreation Area Facilities Improvement Plans – Lake Piru Recreation Area Facilities Improvement Plan (CIP 8055)

# Discussion:

A conceptual design package for the Lake Piru Recreation Area FIP was completed by Stantec in November 2022. The conceptual design package developed three (3) alternatives, which varied in the number of camp sites, amenities, and level of service. At the June 14, 2023 Borad of Directors meeting, the Board adopted the proposed conceptual draft of the FIP and the General Manager was authorized to direct staff to advance the preferred alternative (Alternative 2) to 30% and 60% design phases. Included in the 30% design phase services developed by Stantec are a comprehensive topographic and boundary survey that would be used to develop a base map for the design, a geotechnical investigation supported by a nine (9) borehole drilling exploration program; 30% design plans consisting of approximately one hundred five (105) sheets; and a water distribution system analysis to support the design of a new water distribution system. It is anticipated that Stantec will proceed with the 30% design phase in March 2024 and be completed by December 2024. Subsequently, sufficient funds are included in the FY 2024-25 budget to begin work on the 60% design phase.

A copy of Stantec's complete proposal, including the scope of work and deliverables, proposed fee, and the project schedule, is included in Attachment A.

# Mission Goal:

Meets Mission-Related Goal B, System Reliability, and Goal D, Fiscal Responsibility.

# Fiscal Impact:

Sufficient funds to cover the proposed contract amount of \$407,000 are included in the Fiscal Year 2023-24 and 2024-25 budgets (Project Account No. 8055-815).

# Attachment:

Attachment A Lake Piru Recreation Facilities 30% Design Proposal from Stantec

# **ATTACHMENT A**



Stantec Consulting Services Inc. 200 East Carrillo Street, Suite 101 Santa Barbara CA 93101-2137

January 18, 2024 File:184031644

Attention: Maryam Bral, PhD, PE United Water Conservation District 1701 N. Lombard St., Suite 200 Oxnard, CA 93030 via email: maryamb@unitedwater.org

Dear Maryam Bral, PhD, PE,

### Reference: Lake Piru Recreation Facilities 30% Design Proposal

Per the request of United Water Conservation District (United), we have provided the following scope, fee and proposed schedule for the Lake Piru Recreation Facilities Improvement Plan 30% Design. We understand this project will require a new consulting agreement with United, that we assume can be based on similar terms and conditions as the Agreement for Professional Consulting Services for the Lake Piru Area Facilities Improvement Plan Conceptual Design dated June 9, 2022.

# **Project Understanding**

United's goal is to improve the user's experience for the recreation facilities at Lake Piru and has developed a Concept plan based on a preferred alternative design as part of the "Lake Piru Recreation Facilities Improvement Plan Conceptual Design Proposal" (Concept Design). The current Concept Plan includes all features desired for the project depicted in a concept-level overview format. The Concept Plan was developed by Stantec as part of a separate task order.

To better define the project, project costs and present the proposed project to sub-committees of the board (Committee), Stantec will develop a 30% design. The 30% design stage will include design plans, Phasing Estimate, and Construction estimate to present at the meetings. At the completion of this scope of work, the Project will be developed to a 30% design level, sufficient for Committee communications and discussions. No design phases beyond 30% are included in this scope of work.

# **Scope of Work**

Based on United's request, we understand the following scope of work will be required:

# 1 30% Design

Stantec will prepare 30% design documents for use in presenting the project to the Committee. The design will be based on the Concept Design developed from Alternative 2 as identified in the Lake Piru Recreation Facilities Improvement Plan Conceptual Design completed by Stantec in 2022 (not a part of this proposal). The 30% Design will build on the Concept Plan and include more detail for the proposed improvements. A topographic survey is included in the 30% design to ensure the proposed improvements are mapped using current and accurate existing conditions.



January 18, 2024 Mr. Clayton Strahan Page 2 of 8

### Reference: Lake Piru Recreation Facilities 30% Design Proposal

The 30% design stage will include a geotechnical investigation to ensure appropriate foundation and roadway design.

# 1.1 Topographic Survey

Stantec will provide the necessary field surveying efforts for the project and collect the necessary field information (e.g., topography, planimetrics) to develop an accurate basemap. The topographic information collected will be sufficient to develop 1-foot contours within the project area (approximately 40 acres). The planimetric survey will include survey shots of all found features (e.g., structures, drainage features, signs, campsite features, curbs, sidewalks, trees, surface evidence of underground utilities, existing overhead utilities, fences, and walls) within the survey area. The survey will include the recreation areas proposed for improvements with a 50' buffer from existing features. A boundary survey will be completed to provide property data for County permitting.

Careful and detailed mapping is critical to successful project design and construction. The basemap will be used in all future design efforts. The Stantec team will compile the field survey data collected and develop a detailed project basemap. The basemap will be used for each design stage to ensure an accurate representation of existing site features and topography.

Based on a preliminary title report to be provided by the client, the boundary of the subject property will be retraced and/or established and any existing easements will be determined and located. A record of survey [required by §8762 (b)4] will be developed for use in County permitting requirements to accurately depict the boundaries of the property. The record of survey will be completed in addition to the base mapping efforts required for design.

### Deliverables:

- Project Area Basemap
- Boundary Survey / Record of Survey

### Assumptions:

- Survey will include trees with sizes within 50' of existing features
- Survey will be performed with the use of a UAV (Drone) LiDAR augmented by traditional field surveying.
- Approximately 4 permanent control points will be established for future use in construction with additional semi-permanent work points in between main points.
- Title Report provided by United Water

# 1.2 Geotechnical Investigation and Analysis

A geotechnical investigation will be performed to identify subsurface soils to inform the design of roadways and building foundations.



January 18, 2024 Mr. Clayton Strahan Page 3 of 8

### Reference: Lake Piru Recreation Facilities 30% Design Proposal

The Stantec team will prepare for field exploration by visiting the site to mark points of exploration and notify Underground Service Alert of our intent to dig. Earth Systems will not be held responsible for damage to any utilities that were not marked or that were not brought to our attention prior to beginning our field activities. Once utility clearance is obtained, the team will explore the subsurface conditions and materials by drilling up to nine (9) borings. The maximum planned depth of exploration is about 15 feet. Relatively undisturbed samples will be taken from the test holes and sealed in containers, and bulk samples from the cuttings will be secured in bags. The samples will be returned to our laboratory for testing. The roadway section will be measured to identify the existing section of pavement including asphalt and base material. Any borings in pavement will be capped with cold mix AC. We currently anticipate that cuttings from the borings may be used to backfill the holes, and any remaining cuttings can be left and/or spread on-site.

Laboratory testing will be performed on soil samples collected during the field exploration to help identify and evaluate subsurface site characteristics. Tests will include but may not be limited to: measurement of in-place moisture and density; determination of maximum density and optimum moisture of soils anticipated to be involved in site grading; direct shear testing of remolded samples of anticipated bearing soils; and expansion index testing of anticipated bearing soils.

Once field and laboratory tests are complete the data will be organized and analyzed to develop conclusions and recommendations relevant to site development. The data will be summarized into a report including recommended pavement section and building foundation design. The report will be developed to a draft level for review. After review, the report will be finalized.

### <u>Deliverables:</u>

- Draft Geotechnical Investigation Report
- Final Geotechnical Investigation Report

# Assumptions:

- Up to 9 borings will be drilled to a maximum depth of 15 feet.
- Cutting s from the borings will be used to backfill the holes and any remaining cuttings will be spread on site.
- No infiltration testing, environmental assessment, or investigation for the presence or absence of wetlands, hazardous or toxic materials in the soil, surface water, groundwater or air, on, below, or around the subject site is included.

# 1.3 30% Design Plans

Stantec will prepare 30% level design plans for the project. The design will build on the previously developed preferred alternative Concept Plan. The 30% Design Plans will include features based on the Basemap developed as part of task 1.1. The 30% Design Plans will include each improvement area (Olive Grove, Overflow, and Oak Lane) in a single plan set. As part of the 30% design effort, a site visit will be conducted with PK Electrical and Stantec.



January 18, 2024 Mr. Clayton Strahan Page 4 of 8

### Reference: Lake Piru Recreation Facilities 30% Design Proposal

To design the new potable water distribution system, a waterline analysis will be completed to ensure pressures and flows are adequate for the intended use. The model will be completed in EPANET software or equivalent. Figures with water pressures will be developed to document results and support the design plans; no formal report will be prepared as part of the analysis.

In order to accurately and completely depict the Project improvements, the 30% design plan sheets will include the following sheets (approximately 105 sheets total: title, notes, phasing, index, staging/storage, demolition, plan sheets (20 scale), utility sheets (water and electric), and detail sheets. Project elements will be shown and identified in plan view; no grading will be completed during the 30% design. The plans will be of sufficient detail for use in communications with United and for development of the presentation for the Committee meeting and to further refine the cost estimates.

Upon completion of the Draft 30% plans, United will review and provide comments identifying any changes to the plans. The Draft 30% plans will be updated to a Final 30% based on comments received from the United review. The Water system analysis figures will be completed for Draft and Final 30% Plan designs. The Final 30% Plans and Final Water System Analysis Figures will be used in the presentation of the project at the committee meeting identified in subtask 1.5.

### Deliverables:

- Draft 30% Plans
- Draft Water System Analysis Figures
- Final 30% Plans
- Final Water System Analysis Figures
- Final Water System Analysis Figures

### Assumptions:

- Virtual review meeting, Electrical on-site meeting, and committee meeting hours/costs are included in task 1.5
- No site grading design will be completed
- No hydrology or hydraulic model is included
- Water system analysis will include figures only, no formal report is included
- A single plan set will include all facilities (Olive Grove, Overflow, Oak Lane)
- Edison will provide electrical design of the main equipment to the switchgear.
- Electrical does not include street lighting, stage/theatrical lighting for the Amphitheater, or pathway lighting.
- Electrical excludes title 24 calculations; coordination study and arc flash analysis; digital renderings; permit, plan check, and utility fees.



January 18, 2024 Mr. Clayton Strahan Page 5 of 8

### Reference: Lake Piru Recreation Facilities 30% Design Proposal

# 1.4 30% Construction & Phasing Cost Estimate

Stantec will build from the Concept Design estimates using a similar format while updating to reflect the refined 30% design stage. The estimates will be compiled together to show the estimated cost of the project along with how phasing affects the project. No revenue analysis or estimating is included as part of this scope of work. The estimates will be developed for the draft and final 30% designs.

A Construction Cost estimate will be developed to quantify the cost of the Project. The estimate will break out project elements into line items to provide a total cost of the project. The 30% Construction Cost Estimate will include a 30% contingency to account for any unknowns or changes to the project. The Estimate will be separated by site and include costs for the Olive Grove, Overflow, and Oak Lane improvement areas.

A Phasing estimate will be developed to forecast costs related to delaying the project or sequencing portions to be constructed over multiple years. The phasing estimate will be based on the phasing identified in the Concept Design.

Draft estimates will be provided to United for review and comment along side the Draft 30% Plans. Comments from United will be incorporated into the Final Estimates for use in the Committee Meeting Presentation.

### Deliverables:

- Draft Construction Cost Estimate
- Final Construction Cost Estimate
- Draft Phasing Cost Estimate
- Final Phasing Cost Estimate

### Assumptions:

- The Estimate format will follow the current Concept Design estimate excel files
- Phasing will follow the proposed phasing by site identified in the Concept Design
- No revenue projection estimates are included

### 1.5 30% Design Project Management and Meetings

Project management is broken out by design stage to clearly differentiate costs between the design stages. Timely and consistent project management, scheduling, and coordination are critical parts of any project. Generally, the efforts will include project management, coordination, meetings, invoicing, and scheduling. Invoicing will be completed monthly.

Stantec assigns a single project manager to a project to be the lead on anything related to completing the Project on time and on budget. The project manager will update the schedule



January 18, 2024 Mr. Clayton Strahan Page 6 of 8

### Reference: Lake Piru Recreation Facilities 30% Design Proposal

quarterly, and facilitate communications, and coordinate with Stantec staff to complete the project. The Project Management and Coordination includes the efforts required to perform the work including monthly budgeting, invoicing, filing, and general project administration.

Monthly coordination meetings will be held virtual with an agenda and follow up summary provided to formalize any decisions moving forward. The meetings will be attended by the Stantec Project Manager and include other staff as appropriate for the tasks to be discussed (anticipated two other team members at each meeting). An agenda will be developed to facilitate each meeting with summary notes distributed to the team following the meeting to document decisions, ideas, and action items.

A kickoff meeting will be conducted to initiate the project. This meeting will be virtual with all responsible parties from Stantec and United. During the meeting, roles and responsibilities will be outlined while discussing project goals and desired outcomes. The kickoff meeting will replace the first monthly coordination meeting. An agenda will be developed to facilitate the meeting with summary notes distributed to the team following the meeting to document decisions, ideas, and action items. The meeting summary notes will be distributed for comment and additions and approved by all responsible parties.

When the Draft 30% Plans are complete, Stantec will schedule a virtual review meeting with United to go over any comments or questions. This meeting will be attended virtually by the Stantec team and United.

Stantec will prepare a presentation for the Committee summarizing the project 30% designs. The presentation will be reviewed by United and discussed during a monthly coordination call, the presentation will then be finalized for the committee meeting. Stantec will present the Project to the committee virtually and answer questions the committee has during the meeting. The presentation will be in PowerPoint format and include major features of the project including design and phasing. The meeting will be attended virtually and occur during the next available committee meeting as scheduled by United.

### Deliverables:

- Monthly Invoices (9)
- Monthly Schedule Updates (9)
- Monthly Meeting Agenda and Summary (8)
- Kickoff Meeting Agenda and Summary (1)
- 30% Review Meeting Agenda and Summary (1)
- Draft Committee PowerPoint Presentation (1)
- Final Committee PowerPoint Presentation (1)

### Assumptions:

• Virtual meetings facilities through MSTeams



January 18, 2024 Mr. Clayton Strahan Page 7 of 8

### Reference: Lake Piru Recreation Facilities 30% Design Proposal

Committee Presentation will be scheduled by United and occur after final 30% designs are completed

# SERVICES NOT INCLUDED

The following services and all other services not specifically listed herein are excluded:

- 1. Construction bidding documents
- 2. Technical Specifications
- 3. Sub-surface utility detection or potholing services.
- 4. Environmental services including but not limited to biological studies, noise, archeological, etc. Stantec is happy to provide an additional scope of work for this work if needed.
- 5. Permit preparation and/or processing. Stantec is happy to provide an additional scope of work for this work if needed.
- 6. Services not listed herein.

# **Proposed Fee**

Based on our understanding of your requirements and our experience with similar projects, we estimate that the fee required for our services will be approximately as follows:

### Lake Piru Recreation 30% Design ......\$ 407,000

Our charges will not exceed the above fee estimate without your prior authorization. Stantec reserves the right to reallocate budget between the tasks if necessary provided the overall total is not exceeded.

We have estimated the cost of our services based on our understanding at this time of the scope and complexity of the work. During the performance of our services, the need for additional or expanded services may be determined. We will make every reasonable effort to keep you informed of our progress and costs incurred.

# Authorization to Proceed

Should you require additional information or wish to discuss this work authorization further, please give me a call at 775-339-3321. If this work authorization is satisfactory, please provide us written authorization to proceed in the form of a task order. We understand this project will require a new consulting agreement with United, that we assume can be based on similar terms and conditions as the Agreement for Professional Consulting Services for the Lake Piru Area Facilities Improvement Plan Conceptual Design dated June 9, 2022.



January 18, 2024 Mr. Clayton Strahan Page 8 of 8

Reference: Lake Piru Recreation Facilities 30% Design Proposal

Respectfully,

### STANTEC CONSULTING SERVICES INC.

11

**Stephen Peck** PE, PMP, CPSWQ, QSD/P Title: Principal / Senior Engineering Consultant Phone: 775-339-3321 Stephen.peck@stantec.com

Cami Payton

Carrier Poytress PE Title: Project Manager Phone: 805-308-9158 Carrie.poytress@stantec.com

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# Staff Report

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado, Jr., General Manager
From:	Dr. Maryam Bral, Chief Engineer John Linquist Water Resources Supervisor Chris Coppinger, Senior Hydrogeologist
Date:	February 29, 2024 (March 13, 2024, meeting)
Agenda Item:	5.4 Authorize Approval of a Construction Contract with ABC– Liovin Drilling, Inc. for EBB Phase 1 Monitoring Wells (CIP 8019) <u>Motion</u>

# Staff Recommendation:

Authorize the General Manager to award a construction contract to the lowest responsive bidder, ABC Liovin Drilling Inc, in the amount of \$2,746,539 [\$2,692,685 plus 2% contingency] for the construction of the Extraction Barrier Brackish Water Treatment (EBB) Phase 1 Monitoring Wells. A California Department of Water Resources (DWR) Sustainable Groundwater Management (SGM) Round 1 grant will offset approximately 40% of project costs.

# Discussion:

This project will install a new monitoring well field at Navy Base Ventura County, Point Mugu (NBVC). The new wells will provide additional aquifer and water quality data for EBB Phase 1 extraction well field design and permitting, serve as sentinel wells for the EBB extraction barrier, and provide United monitoring points for groundwater level and quality.

A total of 20 wells will be installed at 5 different sites. The wells will be constructed in both nests (multiple wells in the same borehole) and clusters (several wells sited near each other). The wells will be screened in the semi-perched aquifer and the upper aquifer system. Following construction, the wells will be sampled for water quality parameters, instrumented with pressure transducers and dataloggers, and included in United's regular data collection efforts. Pending Navy approval, key monitoring wells will be equipped with cellular telemetry systems.

# 5.4 Construction Contract with ABC – Liovin Drilling, Inc. for EBB Phase 1 Monitoring Wells (CIP 8019)

Jacobs Engineering Group Inc., prepared technical specifications, drawings and bid schedule for the project. Jacobs will also provide field services during the construction of the wells.

Contract documents were published January 2, 2024. A pre-bid job walk was conducted January 18, 2024. Five drilling contractors attended the meeting. Before bids were due one of the contractors indicated that they did not have equipment available to meet United's schedule and another contractor stated they would not have the bonding capacity for the bid. Two bids were received on February 8, 2024. The lowest responsive bid was provided by ABC Liovin Drilling, Inc.

The bids received are summarized in the table below.

Bidder	Base Bid <sup>A</sup>	Total Bid <sup>A</sup>
ABC Liovin Drilling, Inc.	\$ 1,630,015.00 <sup>B</sup>	\$ 2,692,235.00 <sup>B</sup>
Cascade Drilling, LP <sup>C, D</sup>	\$ 1,317,090.00	\$ 2,222,375.00

# EBB Phase 1 Monitoring Well Bid Results

Notes:

- A Base Bid includes construction of 18 monitoring wells targeting portions of Semi-Perched, Oxnard, and Mugu aquifers. The Total Bid adds optional drilling methods, geophysical testing, and the construction of two additional wells for extraction testing. One well will fully penetrate the Oxnard aquifer, the other fully penetrates the Mugu. These test wells may be utilized as monitoring wells when the aquifer testing is completed.
- B ABC Liovin Drilling, Inc.'s proposal contained a math error on bid schedule item 11. The extended cost was not correctly calculated from the unit cost resulting in a \$450 error. Prices shown have been corrected.
- C Cascade Drilling, LP's proposal did not acknowledge the second addendum that was published.
- D Cascade Drilling, LP took exception to liquidated damages clauses and insurance requirements in the construction contract.

Cascade Drilling, LPs exceptions to the contract were considered material defects to the bid based on United procurement policy, grant funding deadline requirements, and insurance requirements in the license agreement between NBVC and United.

Based on the information and references provided, staff have verified that ABC Liovin Drilling, Inc. has satisfactory experience to perform the work.

# 5.4 Construction Contract with ABC – Liovin Drilling, Inc. for EBB Phase 1 Monitoring Wells (CIP 8019)

Staff recommends that the Committee recommend the full Board to authorize the General Manager to award the construction contract to ABC Liovin Drilling, Inc. for the construction of EBB Phase 1 Monitoring Wells.

# Fiscal Impact:

The Adopted FY 23-24 CIP Budget in the amount of \$4.18 million under construction provides sufficient funding for the total construction cost (including contingency) in the amount of \$2,746,539. This cost, along with \$412,316 design contract with Jacobs, initial sampling, and instrumentation costs will be partially offset by a DWR SGM grant of \$1,317,900.



# **STAFF REPORT**

То:	UWCD Board of Directors
Through:	Mauricio E. Guardado, Jr., General Manager
From:	Tracy Oehler, Executive Assistant/Clerk of the Board
Date:	March 4, 2024 (March 13, 2024, meeting)
Agenda Item:	5.5 Director Vacancy - Division 6 <u>Motion</u>

# Staff Recommendation:

Open the recruitment process to have an individual fill the vacancy or call for a special election.

# Discussion:

On March 2, 2024, Division 6 Board member Daniel Naumann submitted his resignation to the United Water Conservation District's Board of Directors effective March 2, 2024.

When a Director vacates his seat, the Board has 60 days from the date of notification of the vacancy OR 60 days from the effective date of the vacancy, whichever is later, to appoint someone to the seat.

As the Director resigned on March 2, 2024, the Board has until approximately May 1, 2024, to appoint someone to that seat or to call for a special election (Government Code §1780(c)(d)(1)).

If the Board decides to appoint someone to fill the vacancy, the Board first must post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the appointment is made. (Government Code § 1780(d)(1)). If the Board wishes to appoint someone at the April 10 Board meeting, notices of the vacancy would have to be posted by March 26.

The Board must notify the County Elections Office of the appointment no later than 15 days after the appointment is made (Government Code § 1780(d)(1)).

As the vacancy has occurred in the second half of a term of office, the person appointed shall hold office until the next general election, which is scheduled for November 5, 2024. (Government Code § 1780(d)(3)).

#### 5.5 Director Vacancy – Division 6 Motion Item

Staff proposes opening the recruitment on March 14, 2024 with the recruitment closing March 29, 2024 at 5:00 p.m., conducting interviews and making the appointment at the April 10, 2024 regular meeting.

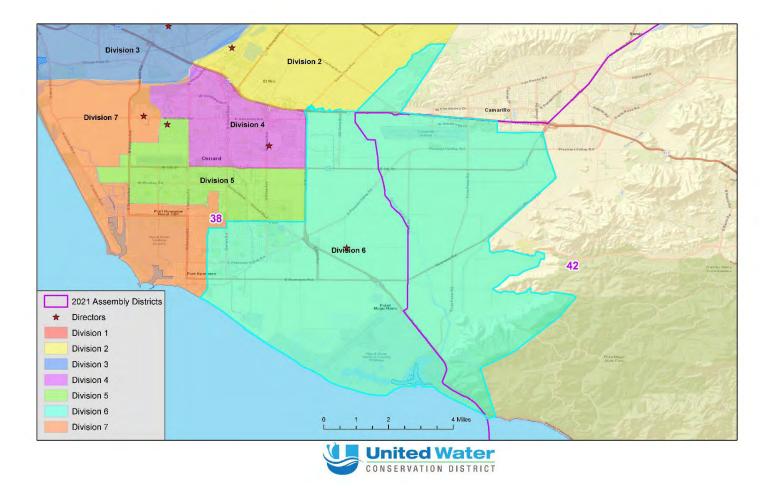
Attachment(s): A – Vacancy Notice



# NOTICE OF VACANCY – DIVISION 6 ON THE BOARD OF DIRECTORS OF UNITED WATER CONSERVATION DISTRICT

In accordance with California Government Code Section 1780, notice is hereby given of a vacancy on the Board of Directors of United Water Conservation District ("District"). A seven person board governs the District. Each director is elected from one of the seven divisions of the District. The vacancy is for the position of Director for Division 6 of the District. It is the intent of the Board of Directors to hold interviews and fill the vacancy by appointment at its regular Board meeting on April 10, 2024, at which time the appointment will be effective.

To be eligible for appointment, a person must be a qualified elector and reside within Division 6. Division 6 primarily occupies most of Port Hueneme and portions of Oxnard and Camarillo. Division boundaries are aligned with voter precincts, as defined by the County of Ventura. If your residence is near a boundary, please confirm the location with District staff to determine eligibility.





Notice of Vacancy – Division 6 United Water Conservation District March 14, 2024

The eastern boundary of Division 6 is generally defined by South Lewis Road including California State University Channel Islands with the western boundary generally defined by Rice Avenue and extends west at E. Channel Island to J Street. The northern boundary is generally defined by the United States Route 101 with the southern boundary is generally defined by the Pacific Ocean.

Persons interested in appointment as the Director from Division 6 should submit a written expression of interest and/or resume of their experience and qualifications to United Water Conservation District, c/o Tracy Oehler, Clerk of the Board, 1701 N. Lombard Street, Suite 200, Oxnard, CA 93030 on or before 5 p.m., March 29, 2024. The Board of Directors will review letters and/or resumes and will interview candidates and make the appointment at its regular meeting scheduled for April 10, 2024. For more information, please contact Tracy Oehler at 805-525-4431 or email at tracyo@unitedwater.org.

UWCD is a public water agency responsible for conserving and protecting groundwater resources in Ventura County. In addition to the District's Lake Piru Recreation Area, United Water's facilities include Santa Felicia Dam; recharge basins in Saticoy, El Rio and Piru; an agricultural water delivery system; a wholesale municipal water delivery system; and the Vern Freeman Diversion facility. The District provides wholesale water to the City of Oxnard, the Port Hueneme Water Agency (which includes the CBC and Point Mugu naval bases), Pleasant Valley County Water District, and several small mutual water companies. A seven-member elected Board of Directors directs the District's policies and activities.



# **STAFF REPORT**

То:	UWCD Board of Directors	
Through:	Mauricio E. Guardado, Jr., General Manager	
From:	Tracy Oehler, Executive Assistant/Clerk of the Board	
Date:	March 4, 2024 (March 13, 2024, meeting)	
Agenda Item:	5.6 Conduct Board of Directors Division 5 Interviews and Select an Applicant for Appointment <u>Motion</u>	

# Staff Recommendation:

- a. Conduct interviews for the Board of Directors Division 5 vacancy.
- b. Select an applicant to be appointed to fill the Board of Directors Division 5 vacancy with the term of office ending December 2024.

# Discussion:

On December 28, 2023, Division 5 Board member Bruce Dandy submitted his resignation to the United Water Conservation District's Board of Directors effective March 1, 2024.

At the February 14, 2024 meeting, the Board of Directors directed staff to open the recruitment process for appointing an individual to fill the vacancy beginning February 15, 2024 and closing the recruitment on March 1, 2024. The vacancy notice was published in the Ventura County Star, posted on United Water's website, as well as physically posted at the City of Oxnard, the Main Oxnard Library, and the South Oxnard Branch Library.

Two applications were received by the District with both applicants qualified by the County Elections Office as being registered in Division 5.

Once the interviews are concluded, the public may make any public comments limited to three minutes each. Written comments are encouraged to be submitted before the meeting as to allow the Board to review public comments prior to the interview.

The President will open the floor for discussion and nominations. If there is a motion and a second on the applicant, the Clerk of the Board will conduct a roll call vote. If the applicant does not receive a majority of votes, the voting process may be repeated until a decision is made.

#### 5.6 Interview and Appointment of Applicant Division 5 Information Item

Following a majority vote, the applicant would then receive their Oath of Office administered by the Clerk of the Board, making the appointment effective immediately. The Clerk will notify the County Elections Office and the California Secretary of State of the appointment within 15 days of the appointment (March 28, 2024).

The person appointed to fill the vacancy shall hold office only until the next general election (November 5, 2024) that is scheduled 130 or more days after the date the Board is notified of the vacancy and thereafter until the person elected at that election to fill the vacancy has been qualified to fill the vacancy for the remainder of the unexpired term of office [Government Code §1780(h)(3)].

Attachment(s): A – Applications

# **STEPHEN HUBER**

Stephen H. Huber

Oxnard, CA 93030

RECEIVED

United Water Conservation District c/o Tracy Oehler, Clerk of the Board 1701 N. Lombard Street, Suite 200 Oxnard, CA 93030

Dear Ms. Oehler and the District 5 Director Interview Panel,

I am interested in the District 5 Director vacancy on the Board of Directors of the United Water Conservation District. I live within the District 5 boundaries at the second sec

For background, I was born in Pennsylvania where I learned the value of public service. My father was a Navy Chief and a wastewater treatment plant operator/manager, then became the director of public works. I graduated from the Naval Academy with a degree in Oceanography (Physics) and served honorably for 33 years. While in the Navy I was Commanding Officer of a destroyer, USS FIFE (DD 991), and later Commanding Officer of the Naval Surface Warfare Center, a major acquisition command located at Naval Base Ventura County, with over 1,800 employees and a \$600 Million budget. I became very knowledgeable in water treatment during my time in Port Hueneme. The command had been purchasing bottled water, as they were unsure of the potability of the tap water. After having the water analyzed, the consumer confidence report showed that the water was safe to drink. I held numerous meetings with my employees and with their understanding of the safety of tap water, we stopped taxpayer spending on bottled water. When working in the Pentagon, I was a Defense Acquisition Workforce Improvement Act Level III Program Manager (equivalent to PMP certification).

After transition from the Military in Oxnard, I formed a business consulting company to help good companies get better through a unique blend of Lean 6 Sigma and Continuous Improvement. I helped the Ventura County Public Works Agency realize savings of over \$30M using continuous improvement training. I was appointed to the Oxnard City Planning Commission in 2012 and served as Chair of the Commission twice over 8 years. In 2021, I was asked by the Oxnard city manager to lead the formation and chair the Downtown Oxnard Improvement Association, overseeing the Property and Business Improvement District (PBID). I have volunteered and held leadership positions on a number of local boards and organizations to include St John's Hospital Executive and Community Boards, Channel Islands Maritime Museum, Military Officers Association, and the Oxnard Ambassadors.

The United Water Conservation Board position came to my attention when I learned that my neighbor had submitted his letter of resignation. I have been aware of water issues in our area from the time the Navy moved me to Ventura County. I have admired the success of the United Water Conservation District and would enjoy joining the Board. Please let me know if you have any questions.

Thank you and most sincerely,

Enclosed resume

### Stephen H. Huber



Objective To become the United Water Conservation District Director for District 5

- Summary 20+ Years of hands-on leadership experience in corporate program management to include command of a Navy Destroyer and a Naval Warfare Center that focused on In-Service Engineering/Logistics and Testing/Evaluation of 25 major programs. An experienced program manager and effective communicator with proven organizational, administrative, and people skills. Experience includes:
  - Organizational Leadership
     Budgeting Expertise
  - Community Leadership
     PM Certified DAWIA Level III

#### Accomplishments

Organizational Leadership	contract partne	e Officer/Commanding Officer of 1800 Navy civilian, military, and rs who provide in-service support for all surface ship weapon nanded USS FIFE (DD 991), a multi-mission destroyer.	
Community Leadership	Chair of the Downtown Oxnard Improvement Association – 2021-2023 City of Oxnard Planning Commissioner (Chair twice) – 2012-2020		
Budget Expertise	Expertise in Planning, Programming, and Budgeting Systems. As the CEO of the Port Hueneme Warfare Center, I oversaw a \$600M budget and 25 major programs.		
Certified PM	Completed Defense Acquisition University's Program Manager's course and maintains proficiency through continuous, active learning.		
Education	MAIS Old Do MA Naval V	aval Academy – Physics / Oceanography - 1980 minion University – MA in International Studies - 1992 War College – National Security and Strategic Studies - 1993 se University, Maxwell School – Natl Security Studies - 2003	
Volunteer Affiliations	Volunteer St John's Hospital Volunteer Santa Clara Church Ventura County Chapter of the Military Officers Association of America Volunteer Oxnard Ambassadors – Past Consul General		

### **Tracy Oehler**

From:
Sent:
To:
Subject:

Steve Huber Wednesday, February 21, 2024 5:07 PM Tracy Oehler Fwd: Huber Endorsement

Praceed with caution. This email originated from outside the District.

Hi Tracy,

Please add the attached to my application folder.

Thank you, Steve

Forwarded message	
From: Bert Perello	
Date: Wed, Feb 21, 2024, 4:12 PM	
Subject:	
To: Steve Huber	

#### 2/21/2024

This email serves as my letter of endorsement for Mr Steve Huber to fill the remaining term of the UWCD seat recently vacated by Mr Bruce Dandy .

I specifically know Mr Huber's work from his service as a member of the City of Oxnard Planning Commission . A position requiring foremost the reading of volumes of material, digesting, comprehending and distilling the same while asking pertinent questions of staff PRIOR to deliberations.

I knew him to be prepared for the position he held and equally important unafraid to ask questions during deliberations he felt needed to be publicly addressed before giving his vote on any matter before the body. I expect no less from him in the position he seeks in this appointment, the seat on UWCD.

He has proven to me through his work and deeds in his numerous volunteer efforts for residents of our community to be deserving of this position. He will serve the residents of the UWCD district he hopes to represent AND the full UWCD organization I trust with the highest of standards. Sincerely Bert E Perello

This message was scanned by Microsoft.

# **Tracy Oehler**

From: Sent: To: Subject: Attachments: Bryan Macdonald Saturday, February 24, 2024 10:29 AM Tracy Oehler Letter of Recommendation S Huber LOR UWCD Division 5.pdf

Proceed with caution. This email originated from outside the District.

Attached please find a letter of recommendation in support of Steve Huber for appointment to the Division Five seat with United Water Conservation District. This message was scanned by Microsoft. Bryan MacDonald Oxnard City Council Mayor Pro Tem

February 22, 2024

United Water Conservation District (UWCD) Mauricio Guardado, General Manager 1701 N. Lombard Street, Suite 200 Oxnard, CA 93030

Dear Sir:

I am writing to support Captain Steve Huber, USN (RET) for appointment to the Division 5 seat of the Board of Directors of UWCD. Steve is a resident of Oxnard and lives within the area of Division 5 of the UWCD. I have known Steve for over ten years and have the highest regard for his knowledge, skills, and ability to be a strong and valuable addition to the UWCD Board of Directors. After retiring from the Navy Steve and his wife have resided in the City of Oxnard. Steve has been active in the local community and has served on the Oxnard Planning Commission and the Downtown Oxnard Improvement Association. One of the admirable characteristics that Steve possesses is the ability to step into a role where he must be able to work with others to accomplish the goal of the particular organization. Steve has clearly demonstrated this ability, not only in the Navy where he attained a rank one level below Admiral, but also in his work with local groups.

Although I live in UWCD Division 4 I am very interested in the overall makeup of your Board of Directors as a successful board needs to have the ability to work together, disagree civilly where appropriate, and work as a team to advance the mission of UWCD. Steve is just the person that can fill that role without question and will be a valuable member of the UWCD team.

I wholeheartedly encourage the UWCD Board of Directors to appoint Steve Huber to fill the remainder of the term left open due to the retirement of Bruce Dandy. While I have worked very well with Bruce over the years, and will miss him, I think that Steve Huber is an excellent candidate to fill the void left by the departure of Bruce.

Sincerely,

BANYhill

Bryan MacDonald Oxnard City Council District Four and Mayor Pro Tem

# DON VILLAFANA



#### February 28, 2024

TO: United Water Conservation District Board of Directors

SUBJECT: Request to be considered to fill the vacancy in Division 5 of the District.

Honorable Board members : My name is Don Villafana, my wife and I are 40 year residents of Oxnard and live in Division 5 of the District. Again, I would like to acknowledge Mr. Dandy's long service to Oxnard and the District. I would like to serve as the board member for Division 5. The District is a major supplier of water in Ventura County. I believe that the district has been doing a good job and would like to help continue to make sure the County has a safe, sustainable supply of water that services our Agriculture Industry and supplies the needs of a growing population.

With respect to my qualifications:

Bachelor's Degree in Civil Engineering from the University of Southern California

Master's Degree in Business Administration from Pepperdine University

Registered Civil Engineer and Licensed Land Surveyor State of California.

Military Service United States Navy reserve 1973-1975 Honorable Discharge

Life member of American Legion Post 482 Ojai

Over the past forty years I have worked in both the Public and private sector , Last year I retired as Public Works Director for the City of Port Hueneme and Director of the Port Hueneme Water Agency.

I currently own a consulting firm providing Structural and Civil Engineering services. I also continue to be an Adjunct Professor at Ventura College.

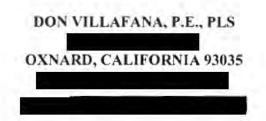
I hope you give me the opportunity to interview for the position and give me the opportunity to be of service for years to come.

Respectfully Submitted,

Don Villafana, P.E, PLS

Oxnard

NOTE: I have also included, see second attachment my full resume with references.



EDUCATION: B.S. in Civil Engineering from the University of Southern California (1978), Masters of Business Administration from Pepperdine University (1987)

MILITARY SERVICE: Unites States Naval Reserve 1973 to 1975 (Honorable Discharge)

REGISTRATIONS AND CERTIFICATIONS:

Registered Civil Engineer California: # 37354 (SINCE 1983) Registered Professional Land Surveyor, California # 9759 General Contractors License # 449107 California (SINCE 1983) Registered Civil Engineer Nevada: # 10332 (SINCE 1993) California Office of Emergency Services (OES) Disaster Safety Assessor (Structural and Soils Engineering) # 76785

Mr. Villafana also holds certification from the International Conference of Building Officials as a Deputy Inspector in Reinforced Concrete (License # 91760) and Structural Masonry, (License # 05736620-84).

PROFESSIONAL ASSOCIATIONS: Member Southern California Association of Structural Engineers Member Southern California Association of Land Surveyors.

WORK EXPERIENCE:

Public Works Director & City Engineer, City of Port Hueneme: March 2017 to January 2023 (Retired)

I was both Public Works Director and City Engineer. I was responsible for overseeing the Public Works Department for the City of Port Hueneme with an authorized staff of 50.

Public Works consists of eight divisions. Solid Waste Division (City staff and vehicles) Waste Water Division (City crews maintain collection and lift stations), Water Division (the City operates a water treatment plant and distribution system) Fleets Division (City mechanics). Landscape Division (responsible for maintaining parks, street medians, building grounds and the beach park). Streets Division (Responsible for street maintenance, traffic signals). Engineering Division (Responsible for overseeing the design of all City capital projects from conception through construction)

I regularly prepared staff reports and make presentations at the City Council, Port Hueneme Water Agency, Housing Authority meetings. I am also active in engaging the community, making presentations at Chamber of Commerce functions, and Home Owners Associations. I work closely with Naval Base Ventura and The Port of Hueneme on issues and projects concerning both. In addition, I represent the City in dealing with other agencies.

#### Ventura College Adjunct Professor: 1996 to Present.

I have been an Adjunct Professor in the Construction Technology Division of Ventura College. I currently teach evening courses in Structural Engineering, Public Works Construction, Uniform Building Code, Contractor License Law and OSHA safety standards.

# Facilities Project Manager County of Ventura: November 2006 to February 2017:

In this position I was responsible for selecting design consultants, overseeing the preparation of plans, specifications and construction for various renovations to County Facilities including Hospital, Sheriffs, Library and Administration buildings. I regularly interacted with division heads of various County agencies with respect to ongoing facilities projects. I prepared needs assessments and budget estimates for County infrastructure upgrades. Salary \$120,000 /yr.

# Principal Civil Engineer City of Ventura: February 2004 to June 2006

In this position I supervised the engineering design section for the City of Ventura. This section oversaw the design of all City Capital projects.

The section consists of one Principal Civil Engineer, two Senior Engineers, five Civil Engineers, four Engineering technicians and three Engineering Aids. The projects included all new or remodels of City facilities, water and waste water projects, parks, roads, storm drains and other special projects. In addition, I routinely interfaced with City Division Managers and Department Heads. I served as acting City Engineer as needed and make presentations before City Council or other commissions. Some of my additional duties as Principal Engineer included: training, employee evaluations, preparation of the section budget, assisting in the preparation of the overall budget for the Public Works Department. Another important duty was the preparation of the annual Capital Projects report for the City. This was presented as an ongoing five-year plan for the City Capital Projects. This included detailed budgeting and a needs assessment. After the preparation I presented it to the City Council.

Owner, Principal Engineer Villafana Engineering and Construction: 1988 to Present.

Villafana Engineering was established in late 1988 and has provided turnkey: civil, soils and structural engineering design services for both private and public works projects. Villafana Engineering also provides construction management and inspection services. Typical projects have been: Chief auto Parts (Oxnard Ca.) Taco Bell (Oxnard), Shell gas Station and Mini Mart (Ventura County), City of Oxnard Del Sol baseball field. Numerous custom residential projects, small commercial office buildings including all structural and site improvement design. In addition, I have provided expert witness and forensic investigations for numerous construction defect cases.

# Project Manager/Civil Engineering Specialist, County of Santa Barbara Public Works Department December 2000 to December 2001.

In this position I supervised the road design section for the southern half of Santa Barbara County. I supervised both registered and associate level engineers, along with engineering technicians. Our section was responsible for all road, bridge and culvert design in the southern unincorporated portion of Santa Barbara County. I negotiated consultant contracts, provided project tracking and budgeting. I routinely presented power point presentations for County Supervisors on various ongoing projects.

# City of Thousand Oaks Senior Civil Engineer January 1986 to December 1988.

This position headed the capital projects section for the City of Thousand Oaks. I supervised associate and assistant level engineers and engineering technicians. We were responsible for all capital projects for the City (excluding wastewater). All roads, bridges, City buildings and facilities. Specifically, I oversaw the following projects from design through construction (Olsen Rd widening 2 miles). Libraries remodel (Thousand Oaks Main), Police stations (Thousand Oaks East Valley Sheriff's Station). I regularly made presentations before the City Council on these and other high-profile projects.

County of Ventura Public Works Agency: Design Engineer and Project Engineer 1981 to January 1986.

Project Engineer for Capital Projects Section: In this position I was responsible for overseeing projects from preliminary design through final design and construction. The projects included College Park Phase I, Channel Islands Fishing pier, Camarillo Air Port VASI system, Remodel to Camarillo AirPort office facilities. These projects were designed by contract consultants. I was responsible for negotiating the contracts and plan review during the design phase. During construction I was the project engineer overseeing the construction with the assistance of an on-site inspector.

Design Engineer for road department. In this position I was in charge of a design squad consisting of one design engineer and two engineering technicians. I designed road improvements, culvert replacements, bridge replacements. I was the County Bridge Engineer. As the Bridge Engineer I inspected every bridge under County jurisdiction (220 bridges) and checked the load ratings.

California Department of Transportation: Assistant Engineer March 1979 to May 1981.

In this position I rotated through four primary divisions of District Seven of the California Department of Transportation. I spent six months in road design, twelve months in construction and surveys and six months in Bridge Structures.

Henry C. Beck Construction: Assistant Project Engineer. June 1978 to December 1978. I was an estimator and on-site assistant project engineer for a 12-story office building. I performed construction estimates for change orders and over saw various phases of the construction.

Ventura County Transportation Commission: for ten years I have served as the City of Oxnard's Citizen Representative to the Commission.

#### **References:**

- 1) Rich Rollins former mayor City of Port Hueneme
- 2) Charles Cable, City Engineer, City of Port Hueneme
- 3) Ken Corney Police Chief City of Ventura Retired
- 4) Ralph Fernandez, Department Chair Ventura College
- 5) Pete Martinez, General Manager Channel Islands Community Beach District
- 6) Rod Smith City of Ventura Assistant Fire Chief Retired