United Water CONSERVATION DISTRICT

Board of Directors
Lynn E. Maulhardt, Vice President
Catherine P. Keeling, Secretary/Treasurer
Keith Ford
Mohammed A. Hasan
Steve Huber
Rachel Jones
Gordon Kimball

General Manager
Mauricio E. Guardado, Jr.

Legal Counsel
David D. Boyer

REVISED AGENDA
REGULAR BOARD MEETING

Meeting to be conducted in a hybrid model –
Zoom link added January 7, 2025

Wednesday, January 8, 2025, 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.

To access the meeting remotely: Join the Zoom meeting live at:
https://us02web.zoom.us/j/88635891984?pwd=pcabFg4xO5OpPrNUTUjc1FJb5TI7Z1.1
(Meeting ID: 886 3589 1984; Passcode: UW2025)

To request to speak on an item, use the chat function to notify the host by including the Agenda Item Number in your comment. The Clerk of the Board will announce public speakers and you will be unmuted to speak. All rules of procedure and decorum apply for in-person attendees and those participating remotely.

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

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

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

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

2.3 Approval of Agenda

Motion

2.4 Oral Report Regarding Executive (Closed) Session
Information Item
Presented by District Legal Counsel David D. Boyer.

2.5 Election of Officers
Motion
The Board will accept nominations and elect officers for 2025.

2.6 Board Members' Activities Report
Information Item
Receive and file information regarding meeting participation provided by each of the Board Members through Monthly Activities (aka per diem) Reports.

2.7 General Manager's Report
Information Item
The General Manager will present information on his activities of possible interest to the Board and that may have consequence to the District.

2.8 Staff Service Awards
Ceremonial Item
Presentation of service awards to staff.

Jackie Lozano, Administrative Assistant III – 5 years
Randall McInvale, Principal Environmental Scientist – 5 years
Michael Groeneveld, Park Ranger I – 5 years
Sara Guzman, Finance Supervisor – 5 years
Zachary Hanson, Water Resources Engineer – 5 years
Tony Huynh, Risk and Safety Manager – 5 years
Tessa Lenz, Environmental Scientist – 5 years
Josh Perez, Chief Human Resources Officer - 5 years
Steven Kadowaki, Water Treatment Operator IV – 10 years
Evan Lashly, Senior Environmental Scientist – 10 years
Anthony Emmert, Assistant General Manager – 10 years
Ruben Sanchez, Water Treatment Operator IV – 10 years
Randy Castaneda, Operations Supervisor – Water Treatment – 25 years
Craig Morgan, Chief Operations Officer – 25 years
Kurt White, Park Ranger IV – 25 years

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 December 11, 2024 Regular Meeting Minutes
Motion
Approve the minutes.

3.2 Groundwater Basin Status Reports
Information Item
Receive and file Monthly Hydrologic Conditions Report for the District.

3.3 Investment Monthly Report (November 2024)
Information Item
Review the most current investment report for the month ending November 30, 2024.

3.4 Resolution Setting the 2025 Board of Directors Meeting Schedule
Motion Item
Adopt a Resolution setting the 2025 Board of Directors meeting schedule.

3.5 Authorize Amendment No. 5 to the Professional Consulting Services Agreement with Northwest Hydraulic Consultants for Services Related to the Three Barrel Culvert Replacement Project (CIP 8018)
Motion
Authorize the General Manager to execute Amendment No. 5 to the Professional Consulting Services Agreement with Northwest Hydraulic Consultants in the amount of $52,000 (including 10% contingency in the amount of $4,580) for services related to the Three Barrel Culvert Replacement Project (CIP 8018).

3.6 Approval of United Water Conservation District's 2025 Strategic Plan Document
Motion
Approve United Water Conservation District's 2025 Strategic Plan document.

4. MONTHLY 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
Anthony Emmert
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.

5. BOARD OF DIRECTORS READING FILE

6. FUTURE AGENDA ITEMS

7. ADJOURNMENT

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 Guardado, General Manager

This agenda was posted Friday, January 3, 2025, at 2:00 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) Government Code Sections 54956.9(e)(1)

A. Pursuant to Government Code Section 54956.9(e)(1) (two matters).

1.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

A. Wishtoyo Foundation, et al v. United Water Conservation District, U.S. District Court for the Central District of California, Case No.2:16-cv-03869 GHK (PLAx).

B. OPV Coalition v Fox Canyon Groundwater Management Agency, Superior Court of the State of California, County of Ventura, Case No. 56-2021-00555357-CU-PT-VTA; Complaint for Comprehensive Groundwater Adjudication of the Oxnard Groundwater Subbasin (No. 4-004.02) and Pleasant Valley Subbasin (No. 4-006) Pursuant to Sections 830, *Et Seq*. of the Code of Civil Procedure; Declaratory Relief; Quiet Title; and Petition for Writs of Mandate.

Staff Report

To: **UWCD Board of Directors**

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

From: Tracy J. Oehler, Executive Assistant/Clerk of the Board

Date: **December 30, 2024 (January 8, 2025, meeting)**

Agenda Item: **2.5 Election of Officers**
Motion Item

Staff Recommendation:
Accept nominations and elect officers for 2025.

Discussion:
The Board's Policies and Procedures establishes January as the month for annual election of officers. Traditionally, the Board has taken nominations for the offices of President, Vice President, and Secretary/Treasurer of the Board and has voted and announced the results of the election immediately following the close of nominations for each position.

In accordance with the Policies and Procedures, no Director may serve for more than two consecutive one-year terms in any one of the three Board offices.

The Board's Policies and Procedures also fix the regular February Board meeting as the time the Board President makes committee assignments and assignments of District representatives to outside organizations for the year. As the District's Standing Committees may be reorganized for the year ahead, any Director who wishes to state a preference for committee assignments should inform the Board President or staff before the February meeting. A 2024 committee roster is attached. The Board President may only serve on the Executive Committee. No action on committee assignments will be made at the January 8, 2025 Board Meeting.

Fiscal Impact
There is no fiscal impact for this motion.

Attachment:
A – 2024 Roster of Standing Committees and Appointments

ATTACHMENT A

United Water CONSERVATION DISTRICT

2024 ROSTER OF COMMITTEES

Effective May 15, 2024

STANDING COMMITTEES

EXECUTIVE COMMITTEE
[GM]
Overall responsibility for Governance Issues and HR/Personnel policies
President: Sheldon Berger
Vice President: Lynn Maulhardt
Secretary/Treasurer: Catherine Keeling
Meets as necessary

ENGINEERING & OPERATIONS COMMITTEE
[AGM, Chief Engineer, Chief Operations Officer]
Projects, Operations, Permits, Planning, Equipment, Dam Safety, Facilities
Chair: Lynn Maulhardt
Catherine Keeling
Steve Huber
Meets first Thursday of the month

FINANCE & AUDIT COMMITTEE
[AGM, CFO]
Budgets, Rates, Audit, Appropriations, Policies, and Grant Administration; HR/ Risk Management and IT
Chair: Catherine Keeling
Lynn Maulhardt
Steve Huber
Meets nine days before the Regular Board Meeting

RECREATION COMMITTEE
[Chief Park Ranger, Senior Park Ranger]
Lake Piru Recreation Area, Park Ranger Staff, Concessionaire
Chair: Gordon Kimball
Mohammed Hasan
Keith Ford
Meets first Wednesday of the month

WATER RESOURCES COMMITTEE
[Chief Engineer]
Groundwater, Surface Water, Water Quality and Modeling, Overdraft, Seawater Intrusion, Replenishment, FCGMA, GSAs
Chair: Gordon Kimball
Mohammed Hasan
Keith Ford

Meets first Tuesday of the month

UWCD REPRESENTATIVES

COALITION OF LABOR, AGRICULTURE AND BUSINESS OF VENTURA COUNTY (CoLAB)
Sheldon Berger
Mauricio Guardado
Anthony Emmert

FILLMORE AND PIRU BASINS GSA
Gordon Kimball
Anthony Emmert

FOX CANYON GROUNDWATER MANAGEMENT AGENCY
Lynn Maulhardt
Alternate: Sheldon Berger

MOUND BASIN GSA
Catherine Keeling

VENTURA COUNTY AWA BOARD OF DIRECTORS
Sheldon Berger
Alternate: Steve Huber

VENTURA COUNTY AWA WATER ISSUES COMMITTEE
Mohammed Hasan
Alternate: Sheldon Berger

VENTURA COUNTY SPECIAL DISTRICTS ASSOCIATION
Mohammed Hasan

VENTURA WATER COMMISSION
Mohammed Hasan

REGIONAL DEFENSE PARTNERSHIP
Steve Huber
Alternate: Mauricio Guardado

STAFF REPORT

To: **UWCD Board of Directors**

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

From: Tracy J. Oehler, Clerk of the Board

Date: **December 30, 2024 (January 8, 2025 Meeting)**

Agenda Item: **2.6 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 Due on last day of month

Activities and Expenses for Month December **Year** 2024

Director: S. Huber

1. UWCD Board Meetings Regular, special or emergency meetings.			**Date**	**Mileage**
			12/11	8 ✓
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.		**Committee Name & Location**	**Date**	**Mileage**
		Admin and Finance Committee/HQ	12/2	8 ✓
3. Meeting with GM or District Legal Counsel (LC)	**W/ GM or LC**	**Meeting Description & Location**	**Date**	**Mileage**
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.		**Event Name & Location**	**Date**	**Mileage**
		ACWA Conference/Palm Desert, CA	12/3-12/5	386 ✓
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.		**Entity Name & Location**	**Date**	**Mileage**
6. Meetings of other government entities at request of BoD, 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**	**Mileage**
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 November **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 completed by Finance Department only			
Phone Allowance			$50.00
Total # of meetings**	5	x $260	$ 1300 –
**not to exceed 10 meetings and $2,600. per month or 1 meeting per day			
Total days of travel		x $100.00/day	
Total # of miles	402	x $0.67/mile	$ 269.34
Total other expenses			$
TOTAL MILEAGE AND OTHER EXPENSES			$1619.34

Director Signature _____ Date: 12/19/2024

General Manager Signature _____ Date: 12/23

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

STAFF REPORT

To: **UWCD Board of Directors**

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

Date: **December 30, 2024 (January 8, 2025 Meeting)**

Agenda Item: **2.7 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. These efforts are to be consistent with the District's Mission Statement and within the fiscal constraints set by the Board of Directors.

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

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

STAFF REPORT

To: **UWCD Board of Directors**

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

From: Tracy Oehler, Executive Assistant/Clerk of the Board

Date: **December 30, 2024 (January 8, 2025 meeting)**

Agenda Item: **3.1 Approval of the December 11, 2024 Regular Meeting Minutes**
Motion

Staff Recommendation:
Approve the minutes.

Board of Directors
Lynn E. Maulhardt, Vice President
Catherine P. Keeling, Secretary/Treasurer
Keith Ford
Mohammed A. Hasan
Steve Huber
Rachel Jones
Gordon Kimball

General Manager
Mauricio E. Guardado, Jr.

Legal Counsel
David D. Boyer

MINUTES
REGULAR BOARD MEETING

Wednesday, December 11, 2024, 12:00 p.m.
Board Room, UWCD Headquarters
1701 N. Lombard Street, Oxnard CA 93030

ROLL CALL

Present: Directors Ford, Hasan, Huber, Jones, Maulhardt, Keeling, and Kimball

Absent: None

1. FIRST OPEN SESSION: 12:04 p.m.

1.1 Public Comments: None

1.2 Clerk of the Board Administers Oath of Office to the Newly Elected Board Members for a Term Ending December 2028
The Clerk of the Board administered the oath of offices to:

- Board Member Lynn Maulhardt – Division 4
- Board Member Steve Huber – Division 5
- Board Member Keith Ford – Division 6
- Board Member Rachel Jones – Division 7

1.3 EXECUTIVE (CLOSED) SESSION: 12:11 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: 1:16 p.m.

2.1 Pledge of Allegiance: Director Jones

2.2 Public Comment

Public Speakers: None

2.3 Approval of Agenda

Action: M/S/C (Hasan/Huber) to approve the agenda.

Voice Vote: All Ayes

2.4 Oral Report Regarding Executive (Closed) Session

District Legal Counsel David D. Boyer stated there was no reportable action.

2.5 Board Members' Activities Report
Information Item

Received and filed.

2.6 General Manager's Report
Information Item

Received and filed.

3. CONSENT CALENDAR

Action: M/S/C (Hasan/Ford) to approve the consent calendar.

Vote: Ayes: Ford, Huber, Hasan, Jones, Keeling, Kimball, and Maulhardt; Noes: None; Absent: None

3.1 Approval of the November 13, 2024 Regular Meeting Minutes

Approved the minutes.

3.2 Groundwater Basin Status Reports

Received and filed.

3.3 Investment Monthly Report (October 2024)

Received and filed.

3.4 Fiscal Year 2024-2025 First Quarter Financial Report (July 1, 2024 – September 30, 2024)

Received and filed.

3.5 Request from Pleasant Valley County Water District to Waive Interest Charges for Late Payment

Authorized the General Manager to execute the Courtesy Waiver of Interest Request approving Pleasant Valley County Water District's (PVCWD) request to waive interest charges of approximately $6,276 for late payment of their September 2024 Pipeline invoice.

4. MONTHLY REPORTS BY DEPARTMENT

4.1 Operations and Maintenance Department Monthly Report
Craig Morgan

Chief Operations Officer Craig Morgan gave an oral presentation; received and filed.

4.2 Park and Recreation Department Monthly Report
Anthony Emmert

Assistant General Manager Anthony Emmert gave an oral presentation; received and filed.

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

Principal Hydrologist Murray McEachron gave an oral presentation; received and filed.

4.4 Administrative Services Department Monthly Report

Chief Financial Officer Brian Zahn and Chief Human Resources Officer Josh Perez gave an oral presentation; report received and filed.

4.5 Engineering Department Monthly Report

Chief Engineer Dr. Maryam Bral and gave an oral presentation; received and filed.

4.6 Environmental Services Department Monthly Report

Environmental Services Manager Marissa Caringella gave an oral presentation; received and filed.

5. BOARD OF DIRECTORS READING FILE

6. FUTURE AGENDA ITEMS

7. ADJOURNMENT

The meeting was adjourned at 1:34 p.m.

I certify that the above is a true and correct copy of the minutes of the UWCD Board of Directors meeting of December 11, 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) Government Code Sections 54956.9(e)(1)

A. Pursuant to Government Code Section 54956.9(e)(1) (two matters).

1.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

A. Wishtoyo Foundation, et al v. United Water Conservation District, U.S. District Court for the Central District of California, Case No.2:16-cv-03869 GHK (PLAx).

B. OPV Coalition v Fox Canyon Groundwater Management Agency, Superior Court of the State of California, County of Ventura, Case No. 56-2021-00555357-CU-PT-VTA; Complaint for Comprehensive Groundwater Adjudication of the Oxnard Groundwater Subbasin (No. 4-004.02) and Pleasant Valley Subbasin (No. 4-006) Pursuant to Sections 830, *Et Seq*. of the Code of Civil Procedure; Declaratory Relief; Quiet Title; and Petition for Writs of Mandate.

United Water
CONSERVATION DISTRICT

BOARD OF DIRECTORS MEETING
December 11, 2024

1

STAFF REPORT

To: **UWCD Board of Directors**

Through: Mauricio E. Guardado, Jr., General Manager
Maryam Bral, Assistant General Manager
John Lindquist, Water Resources Supervisor

From: Kathleen Kuepper, Hydrogeologist
Bram Sercu, Principal Hydrologist

Date: **December 19, 2024 (January 8, 2025 meeting)**

Agenda Item: **3.2 Groundwater Basin Status Report**
Informational Item

Staff Recommendation:

Receive and file the Monthly Hydrologic Conditions Report for the District for the month of November 2024.

Summary:

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

Activity	Amount (acre-feet)
Total Diversions at Freeman Diversion	3,774
Lloyd-Butler Mutual Water Company surface water use	31
Recharge to Saticoy basins (metered + unmetered)	202
Recharge to Noble and Rose basins	172
Recharge to El Rio basins	2,636
Total Ag Pipeline Deliveries of water diverted at Freeman	1,149
Total Ag Pipeline Deliveries of water pumped from 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 November 2024

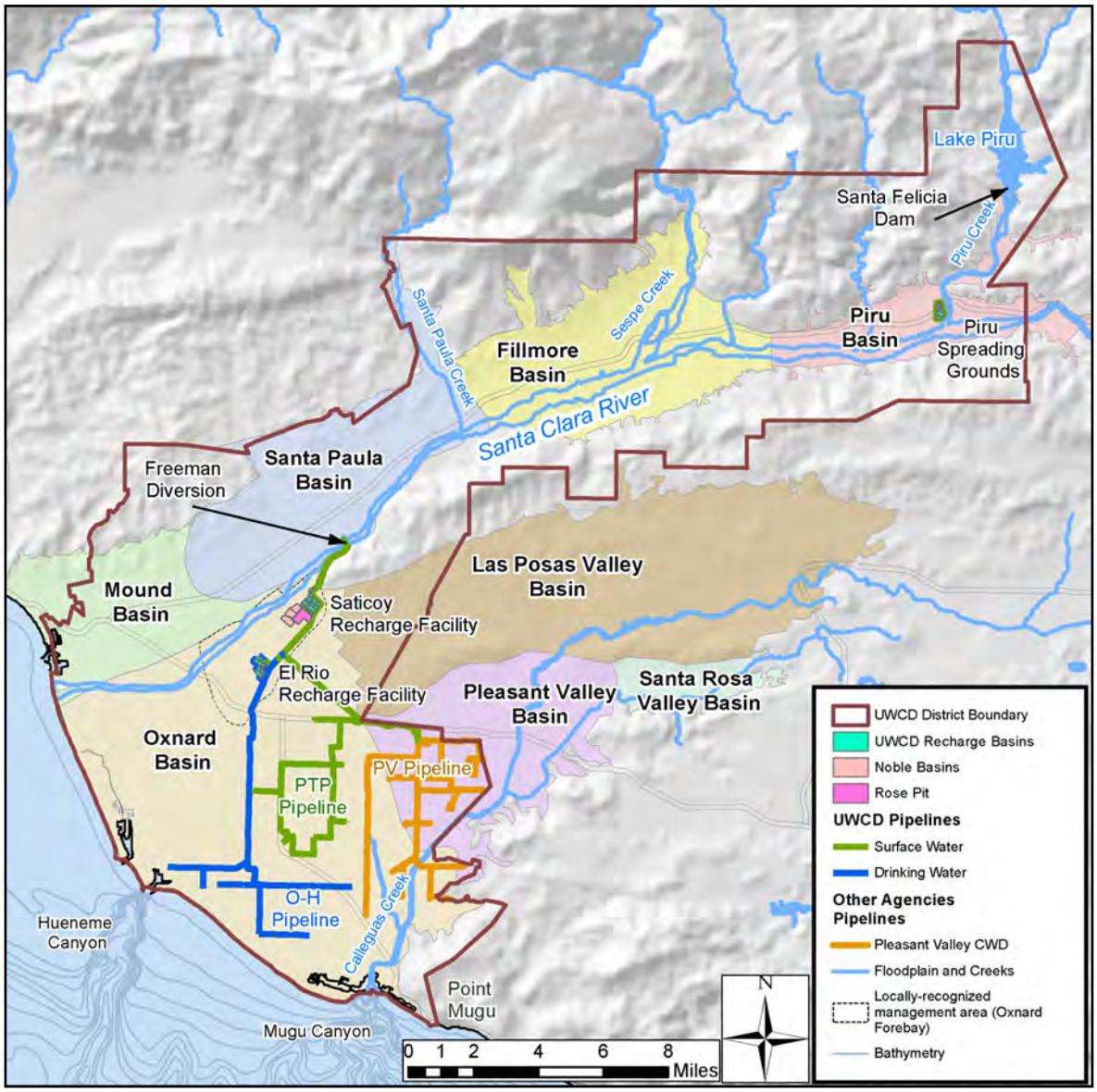
Basin	Available Storage (acre-feet)
Oxnard Forebay	9,700

Precipitation for Month of November 2024

Location	Precipitation (inches)
Lake Piru	0.23
Santa Paula	0.29
El Rio	0.41

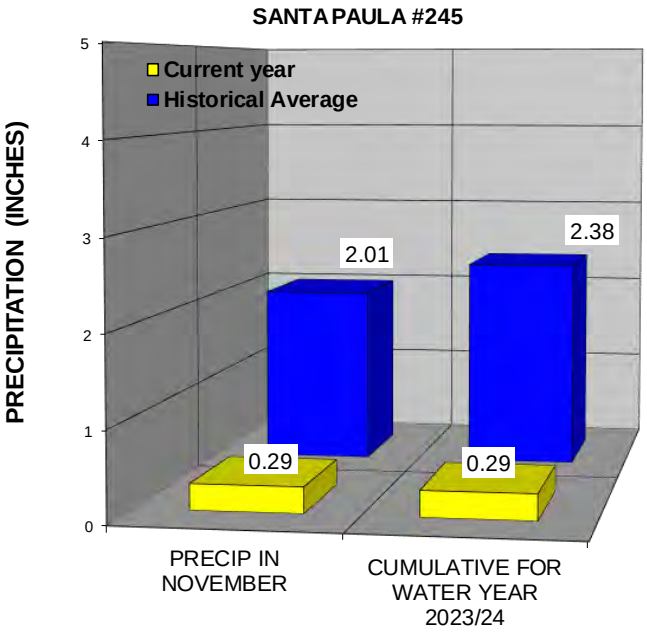
November 2024 Hydrologic Conditions Report
2024/25 Water Year

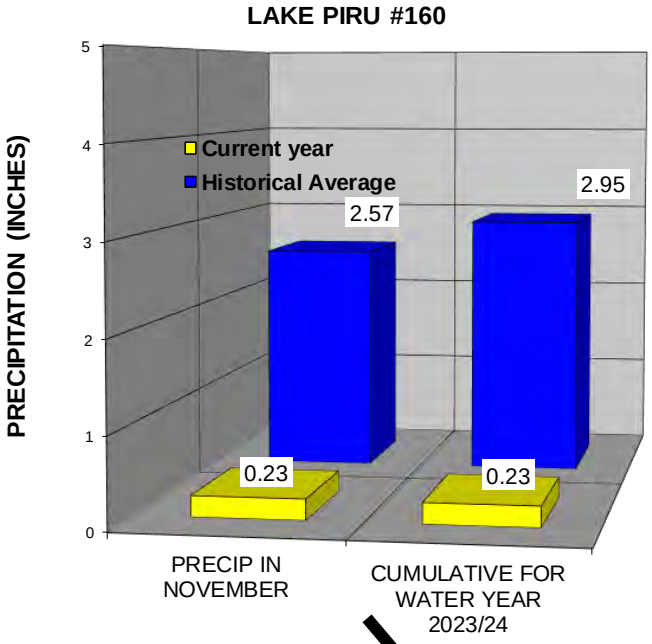
December 18, 2024

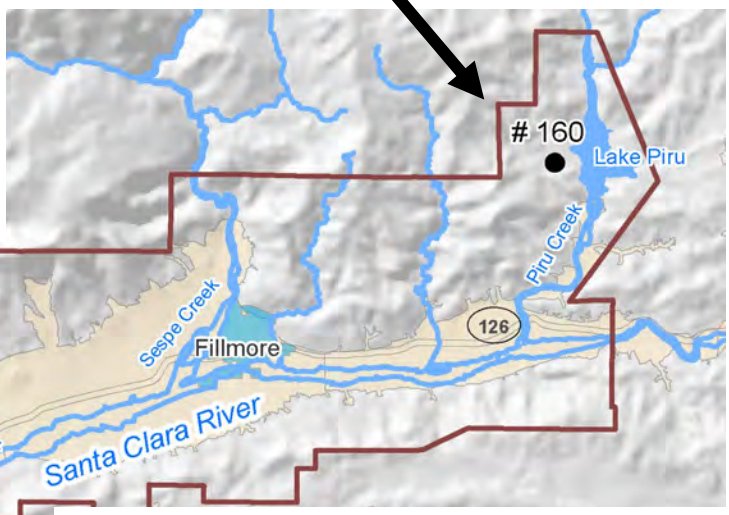


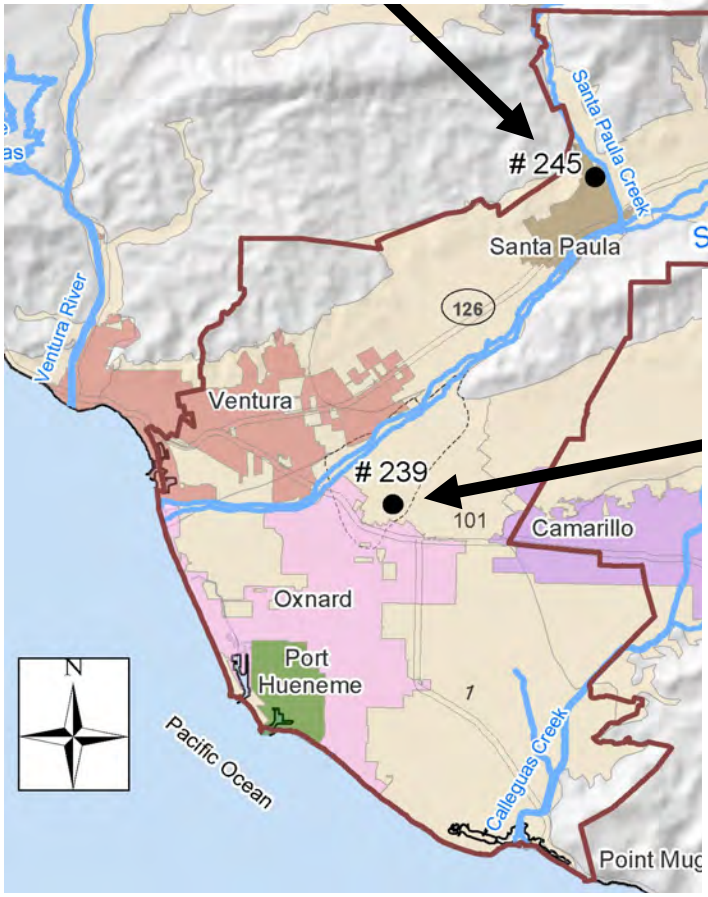
Note: This report may contain provisional data until final review at the end of the water year.

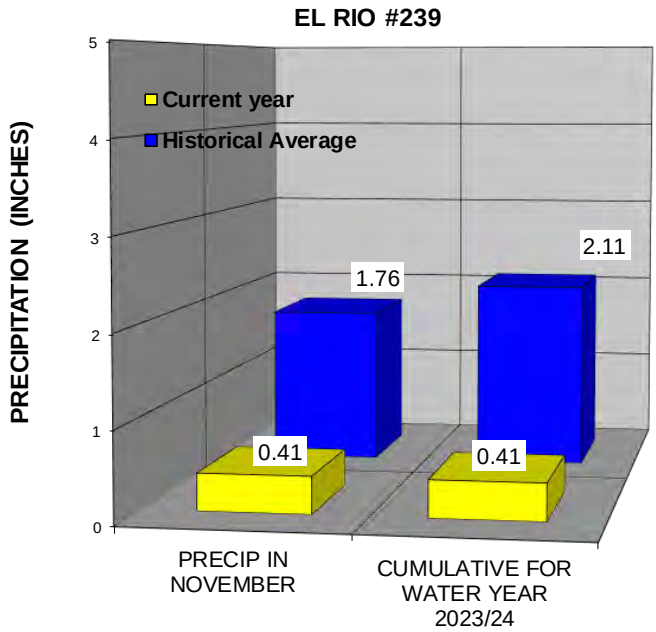
Precipitation





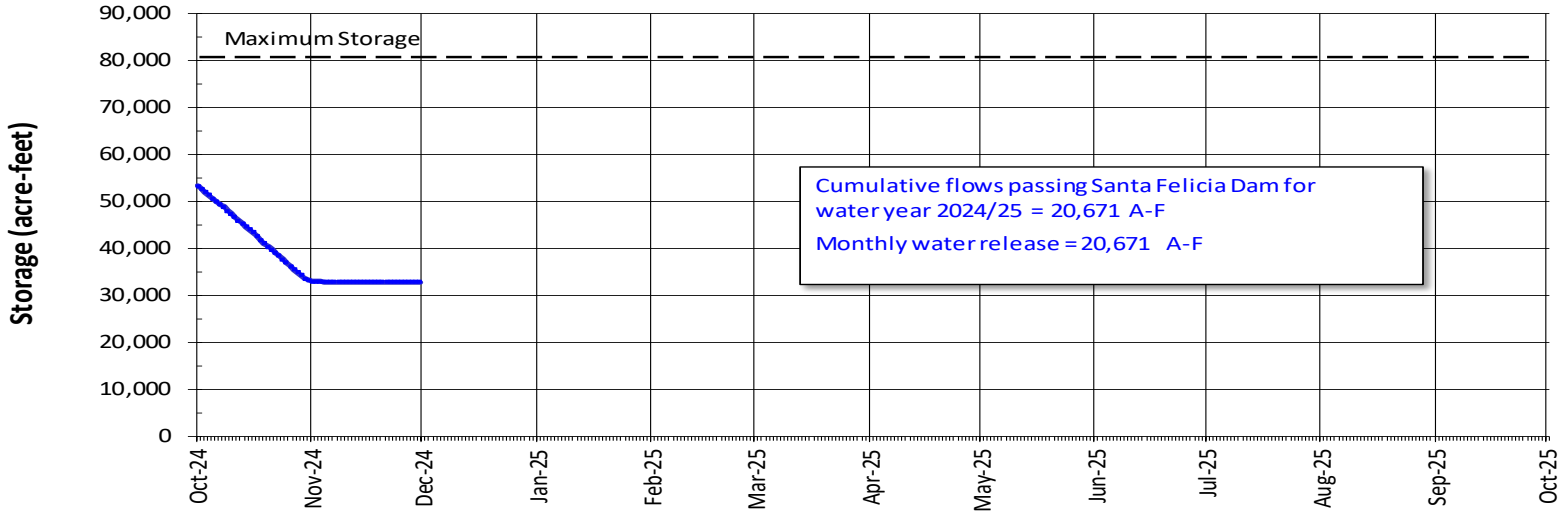






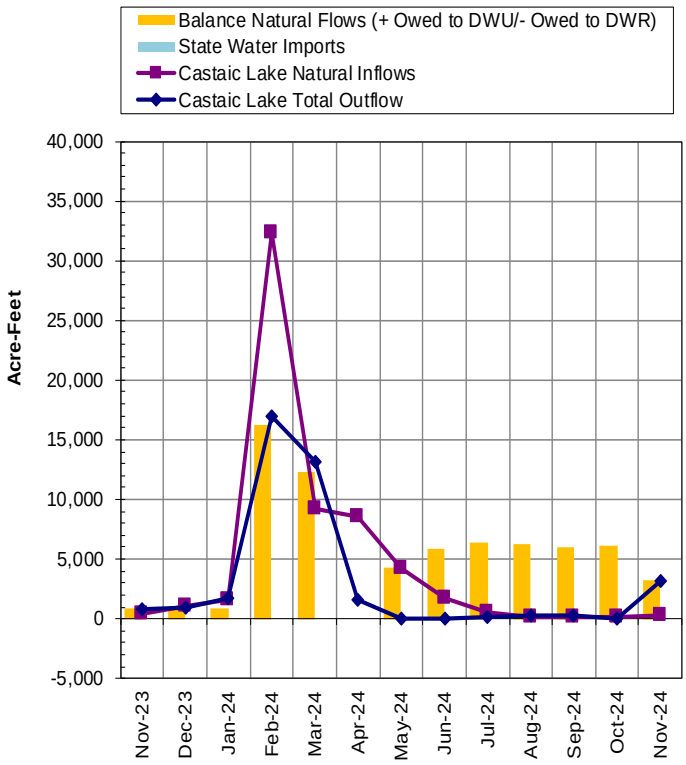
District-wide percent of normal precipitation = 13%

Lake Piru Storage and Outflow

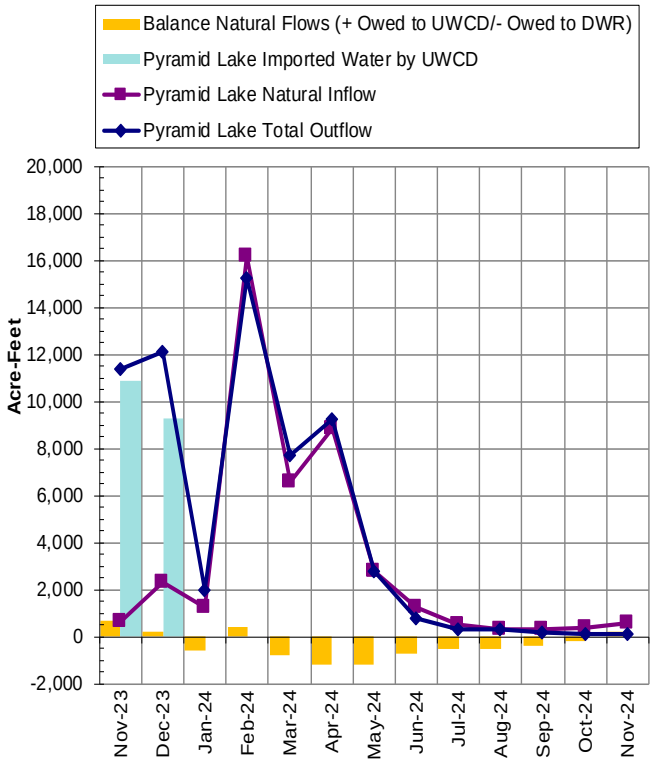


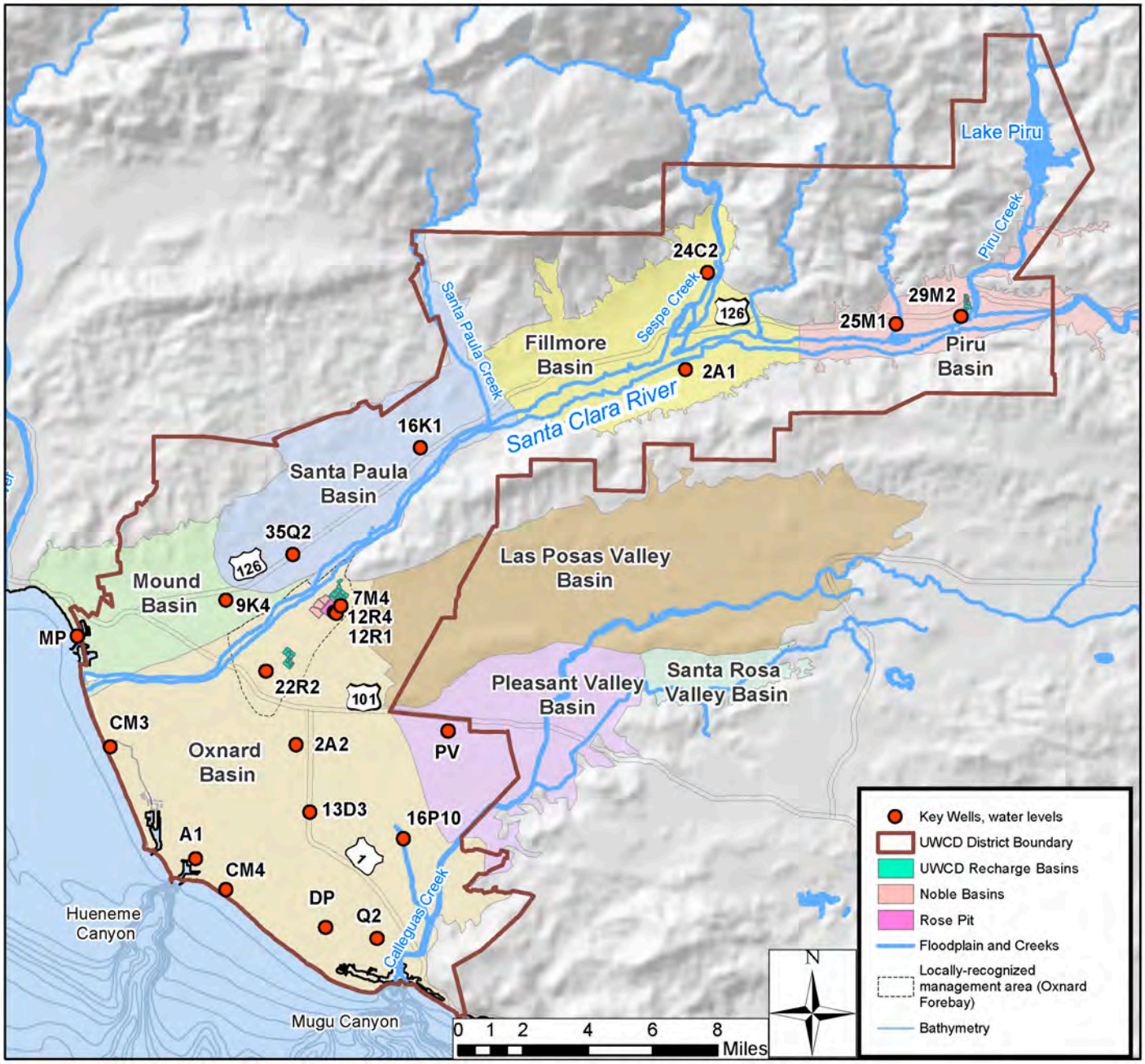
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Hydro Plant Outflow (Acre-Feet)	0	0										
Cumulative Hydro Plant Outflow (A-F)	0	0										

Castaic Lake releases to downstream water users (DWU)



Pyramid Lake releases to UWCD

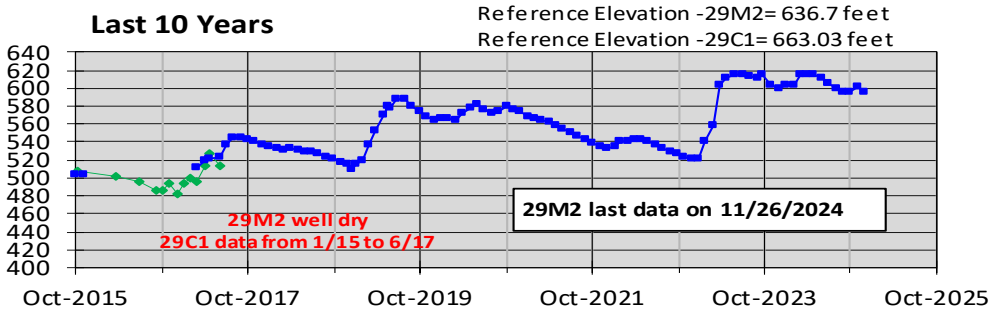


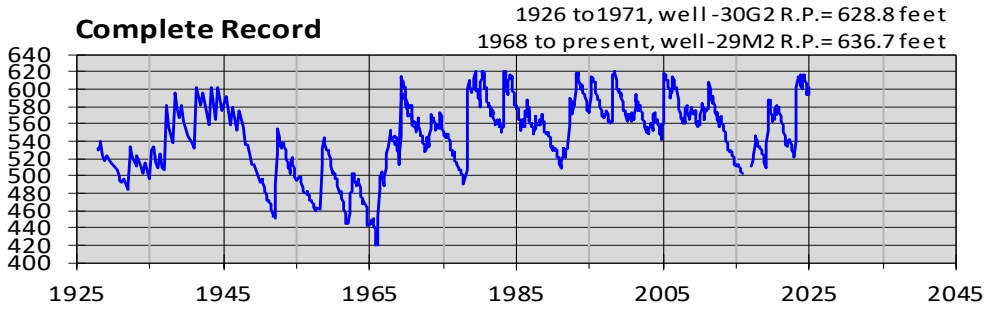


Locations of Key Wells, Monthly Groundwater Elevation Monitoring

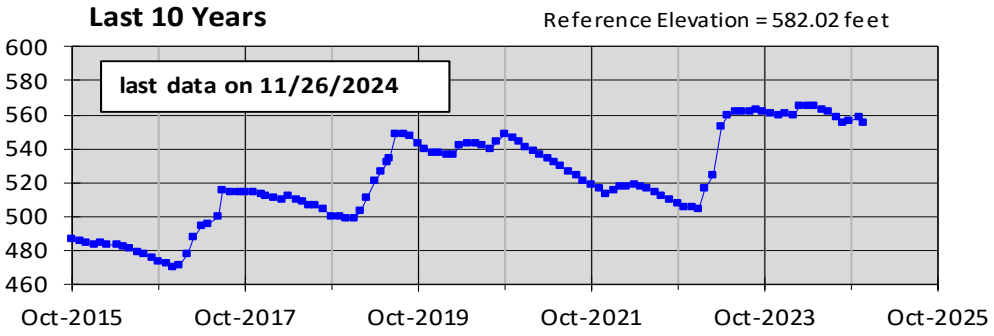
Groundwater Elevation Records – Piru Basin

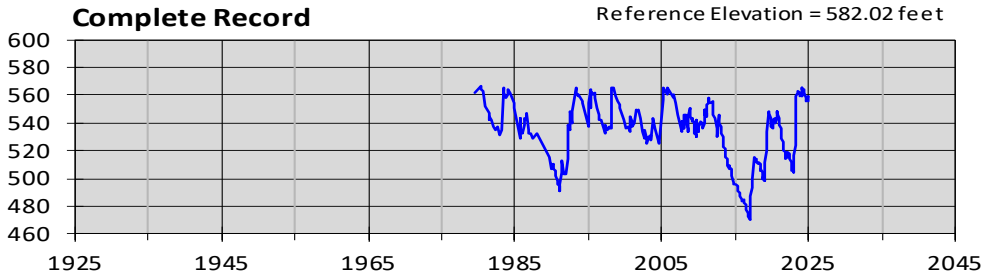
Well 04N18W29M02S (29M2)





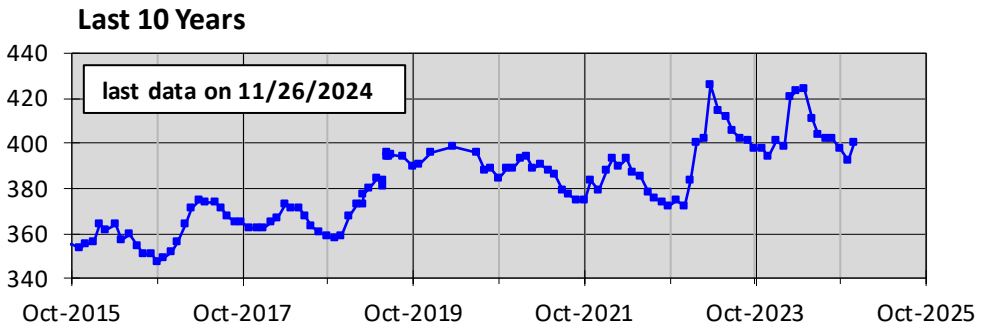
Well 04N19W25M01S (25M1)

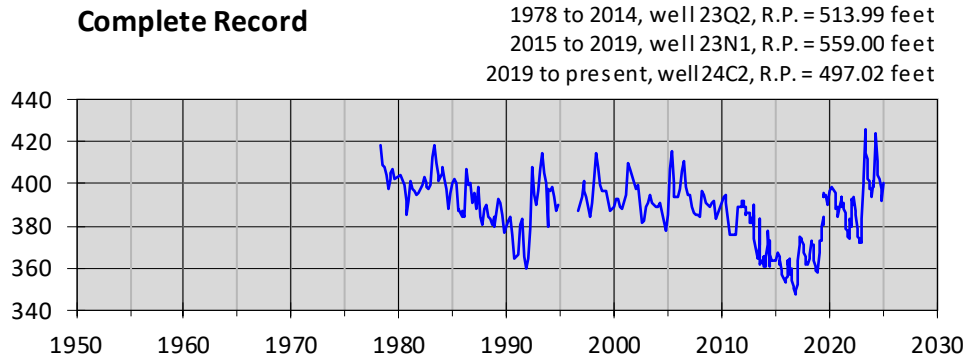




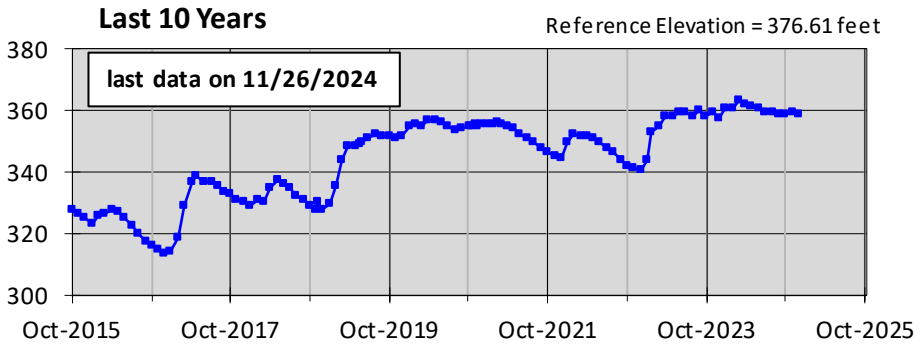
Groundwater Elevation Records – Fillmore Basin

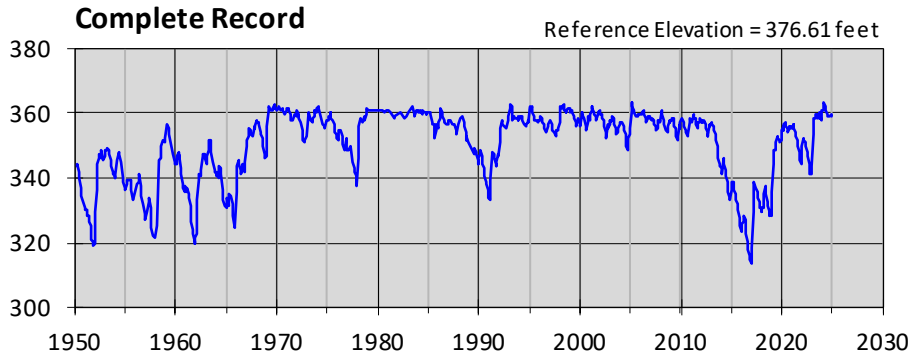
Well 04N20W24C02S (24C2)





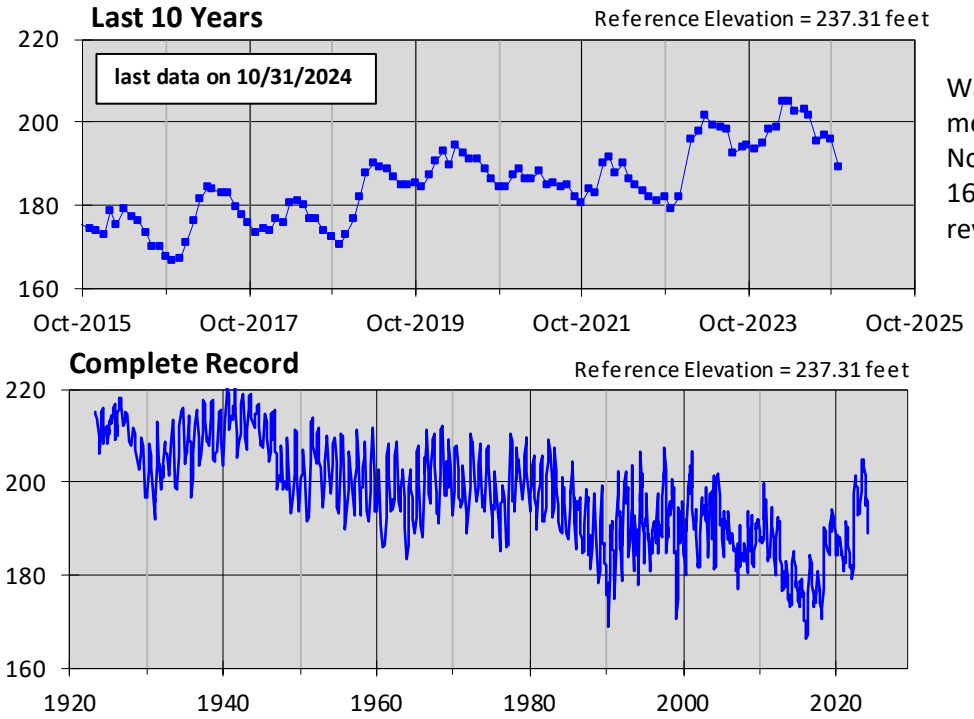
Well 03N20W02A01S (2A1)





Groundwater Elevation Records – Santa Paula Basin

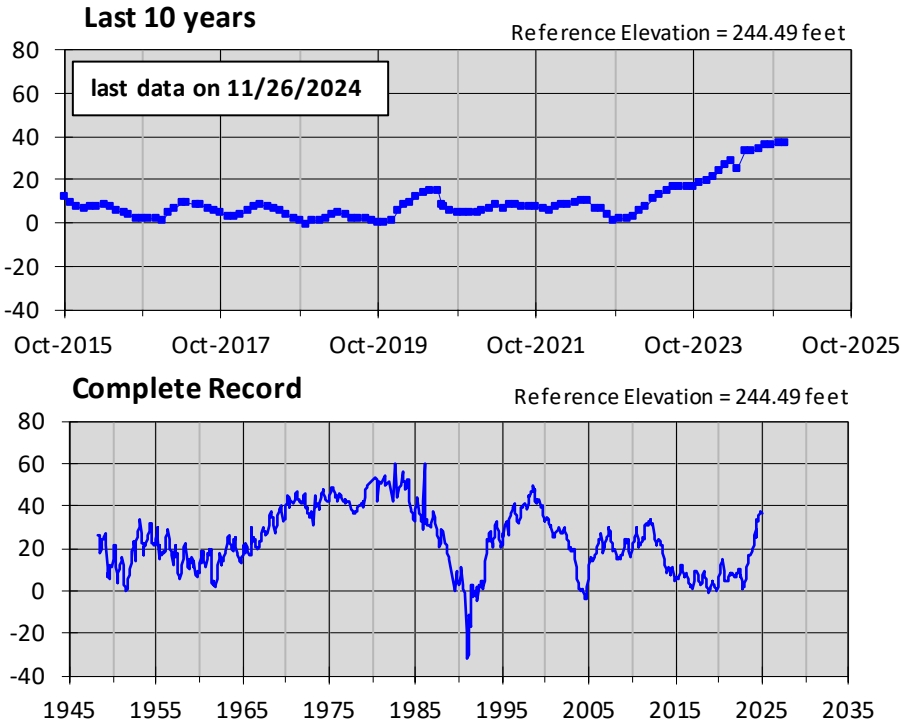
Well 03N21W16K01S (16K1)



Water level measured in November at 16K1 well under review.

Groundwater Elevation Records – Mound Basin

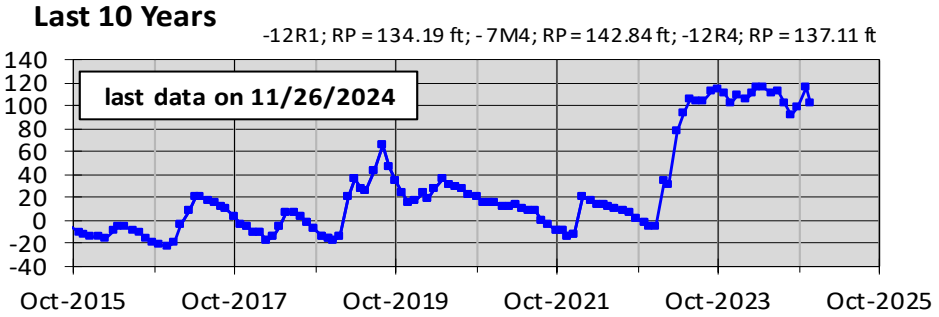
Well 02N22W09K04S (9K4)



Groundwater Elevation Records – Oxnard Basin, Forebay

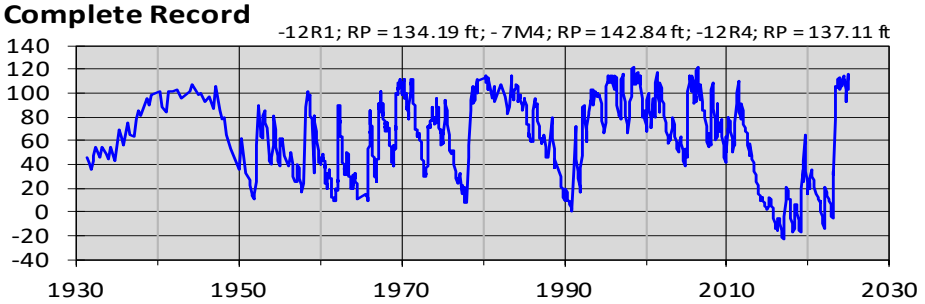
Wells 02N22W12R01S (12R1), 02N22W12R04S (12R4), and 02N21W07M04S (7M4)

Last 10 Years



Note: Well 12R1 was destroyed in 2014 and replaced with well 12R4. When well 12R4 goes dry at approximately 9 ft msl, well 7M4 is used to measure groundwater level.

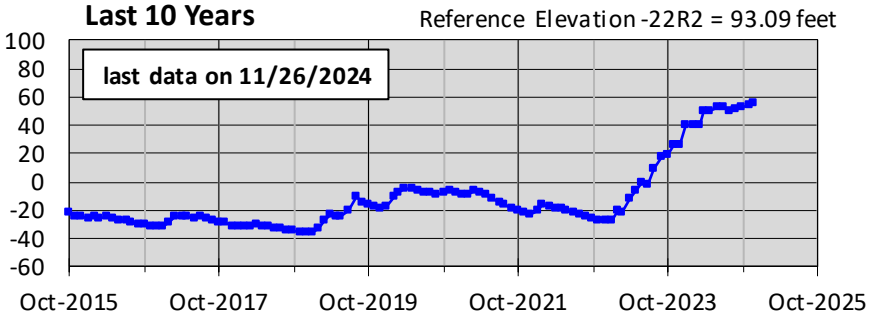
Complete Record



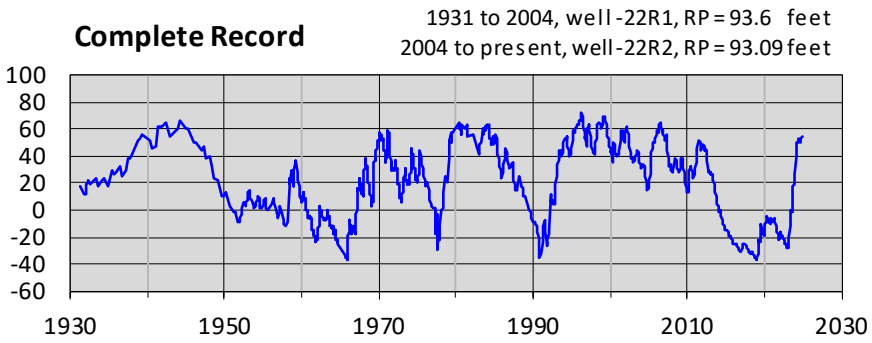
Note: Well 12R1 was destroyed in 2014 and replaced with well 12R4. When well 12R4 goes dry at approximately 9 ft msl, well 7M4 is used to measure groundwater level.

Well 02N22W22R02S (22R2)

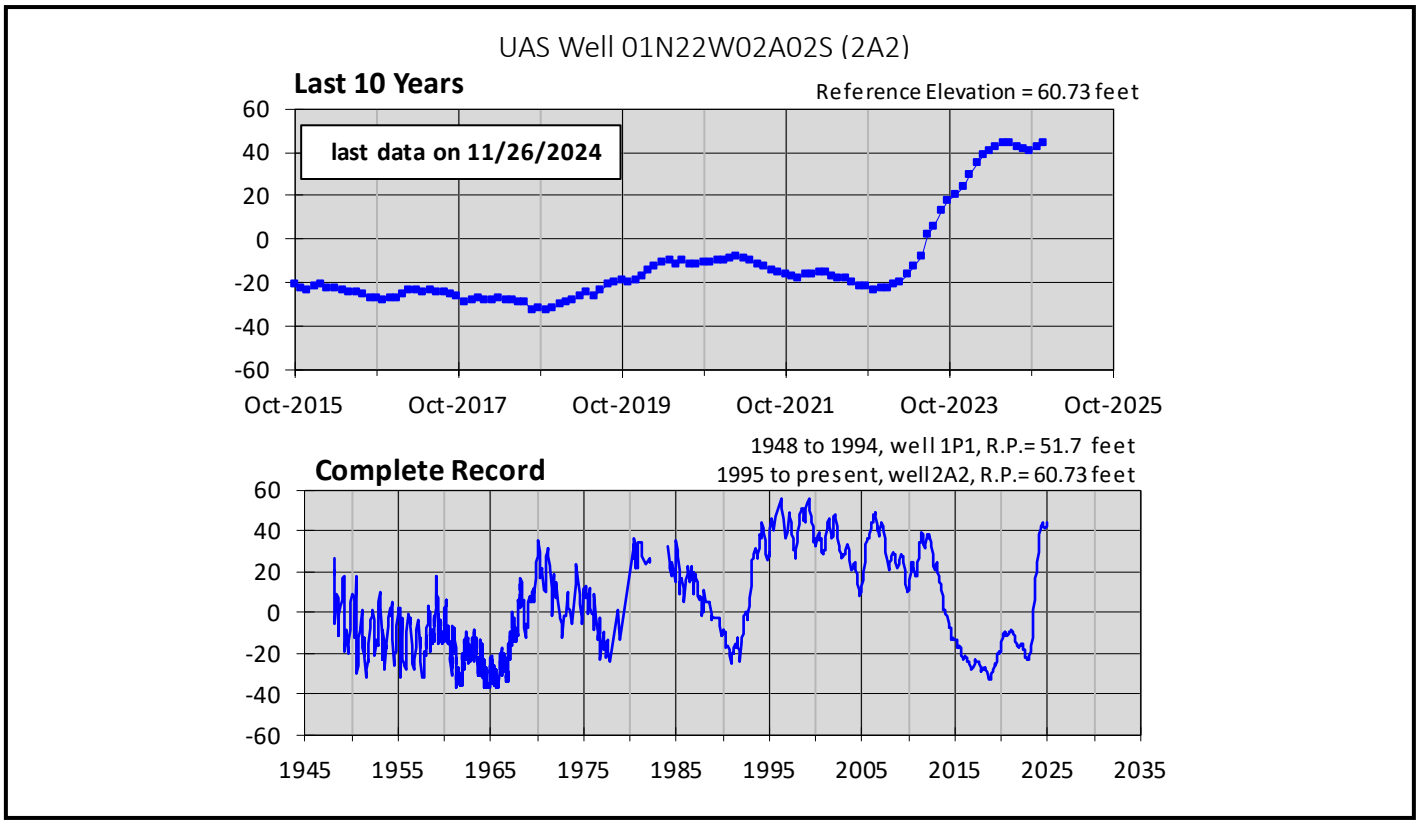
Last 10 Years

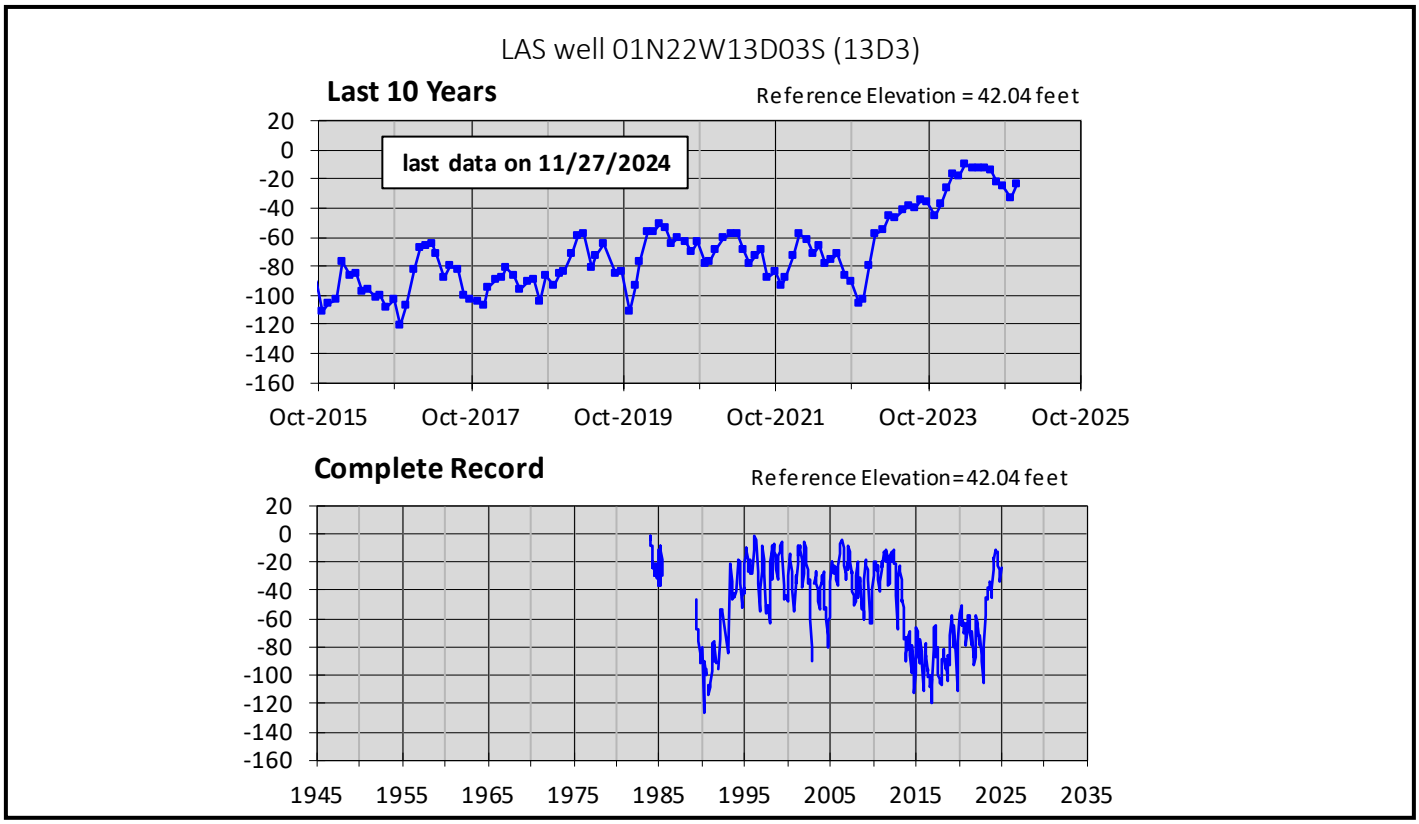


Complete Record

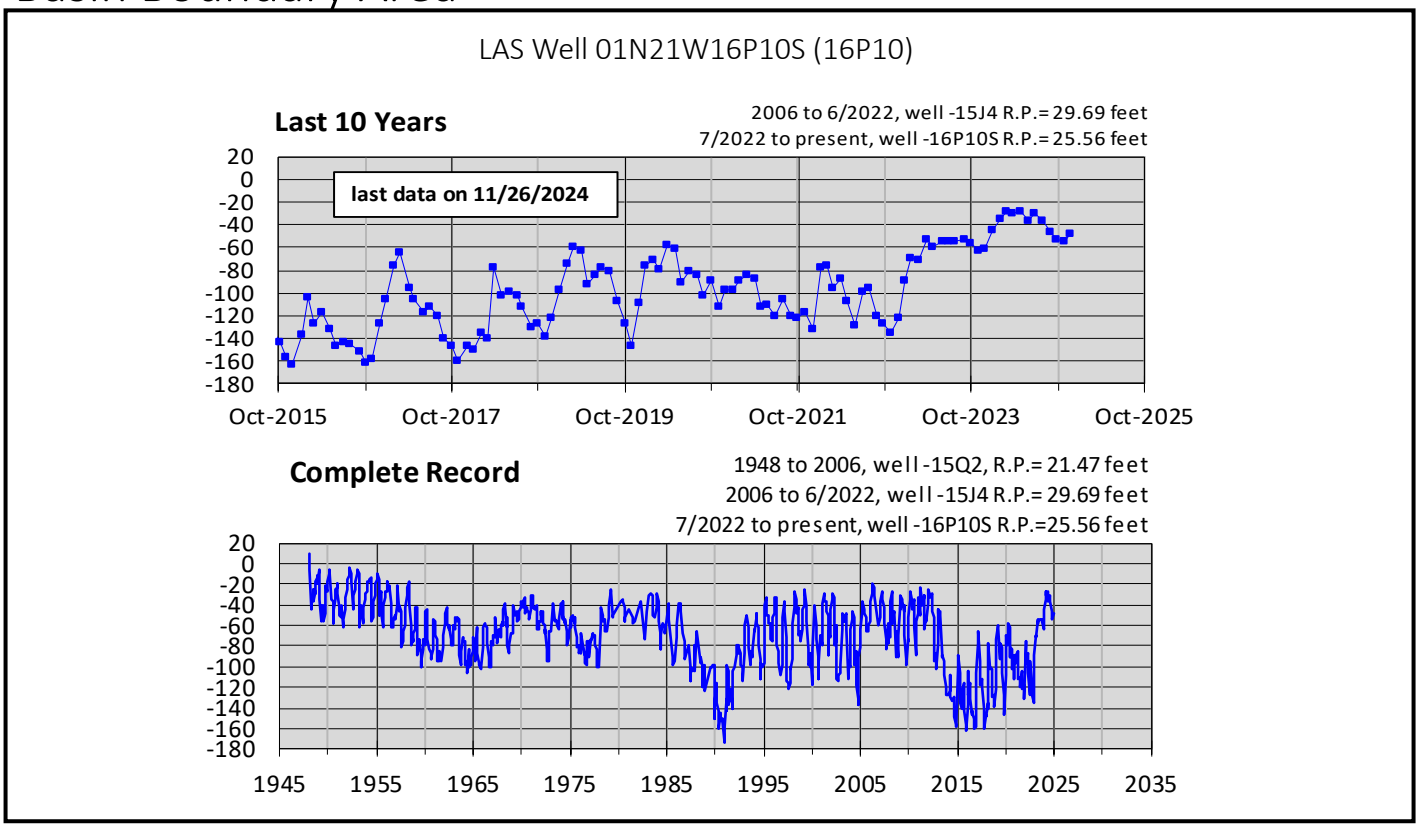


Groundwater Elevation Records – Oxnard Basin

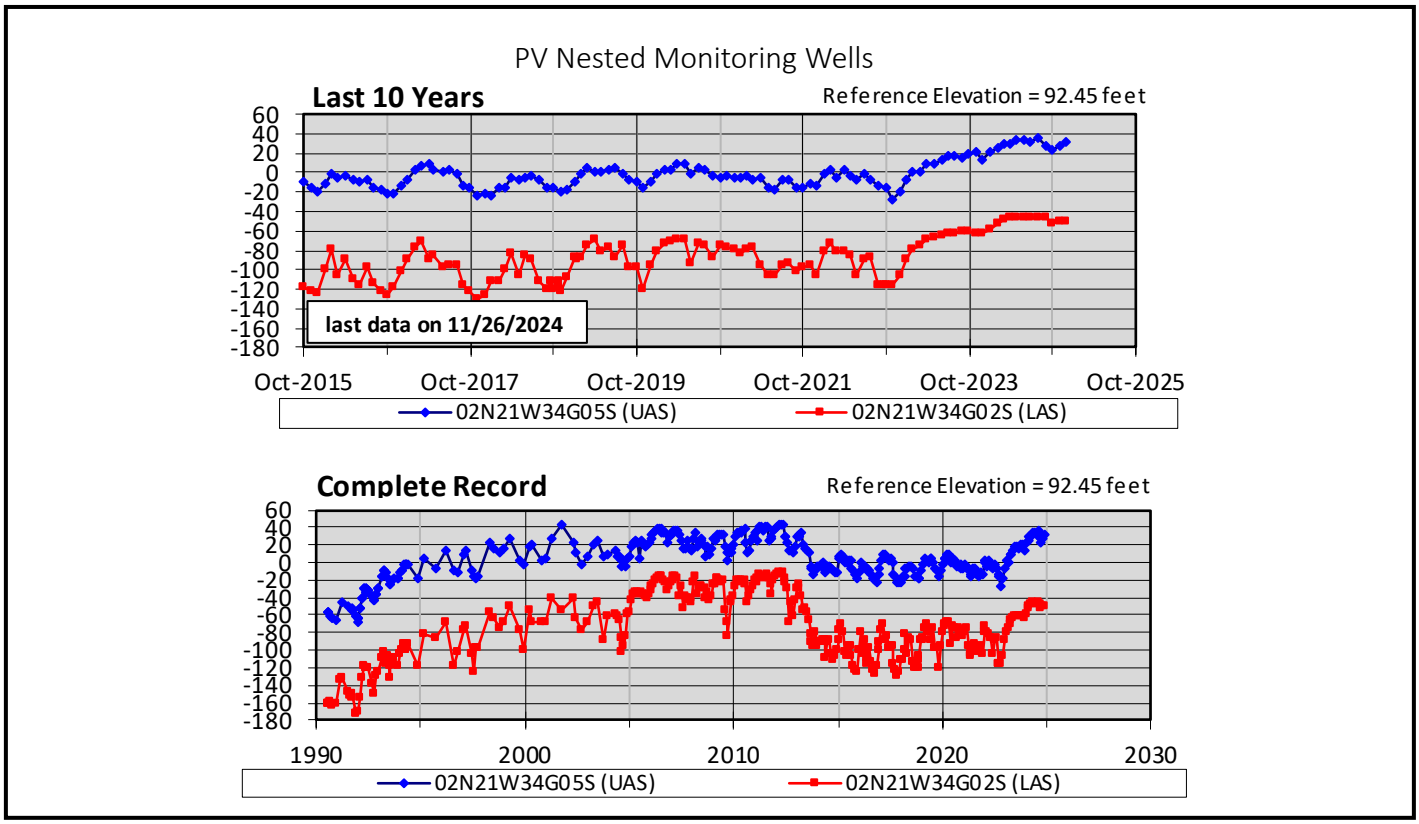




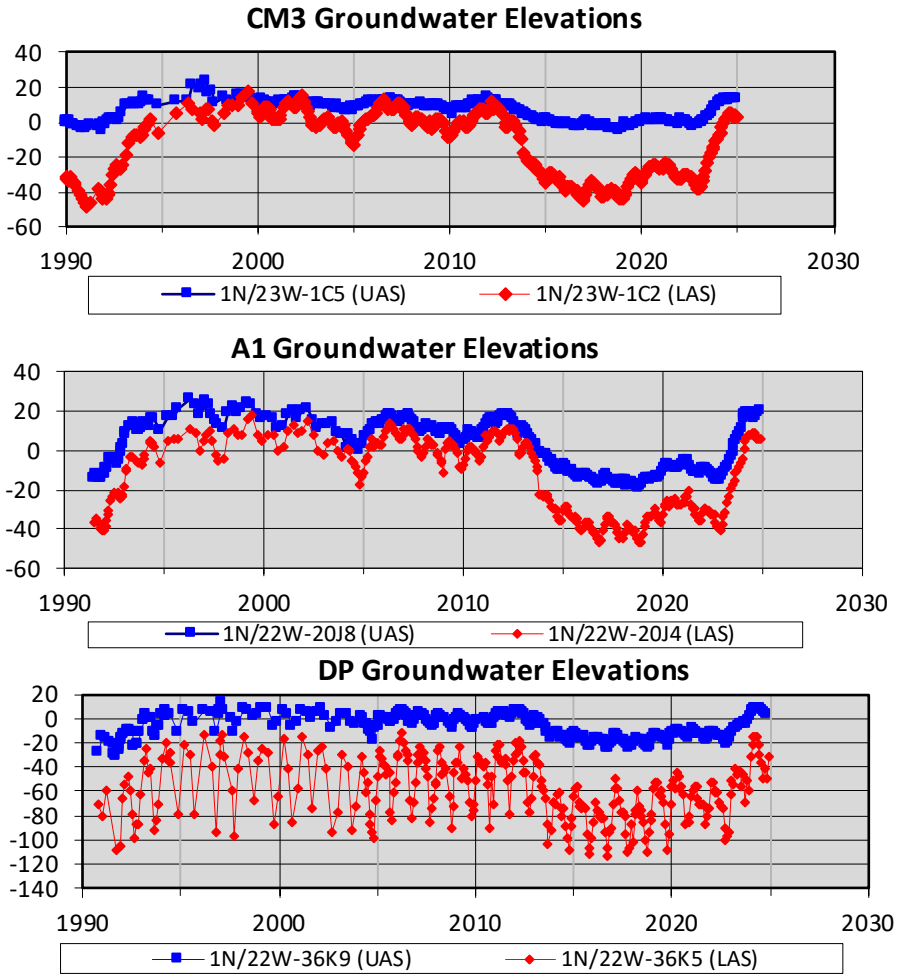
Groundwater Elevation Records – eastern Oxnard/Pleasant Valley Basin Boundary Area

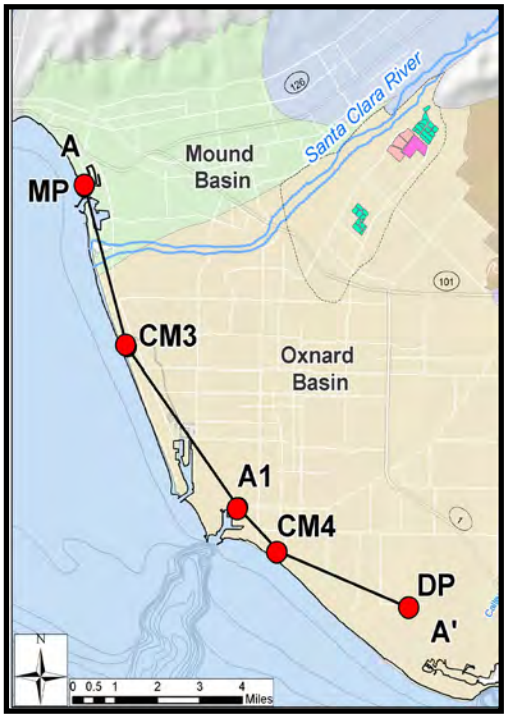


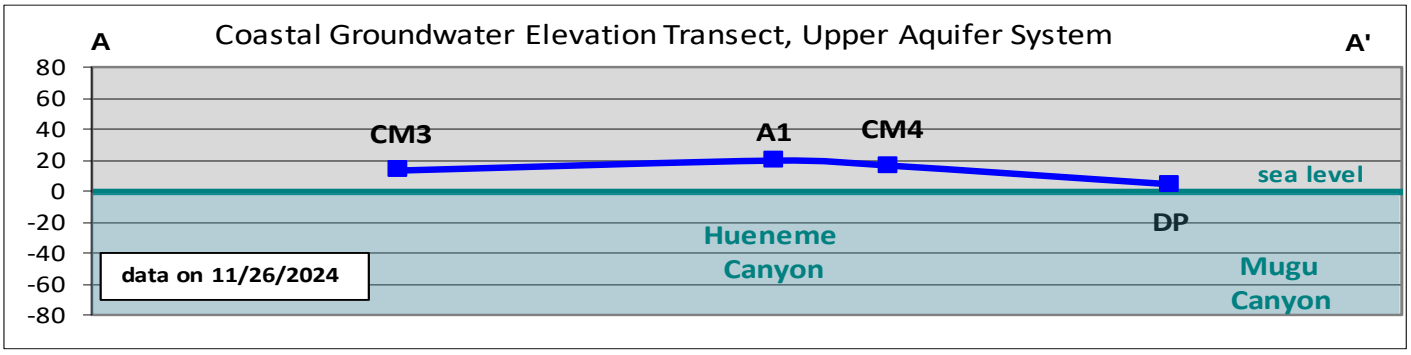
Groundwater Elevation Records – Pleasant Valley Basin

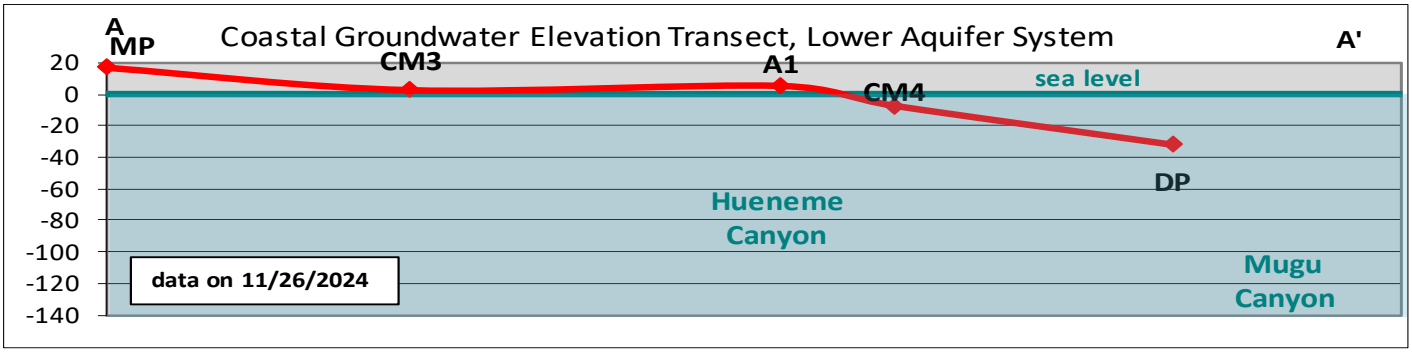


Groundwater Elevation Records – Coastal Nested Monitoring Wells









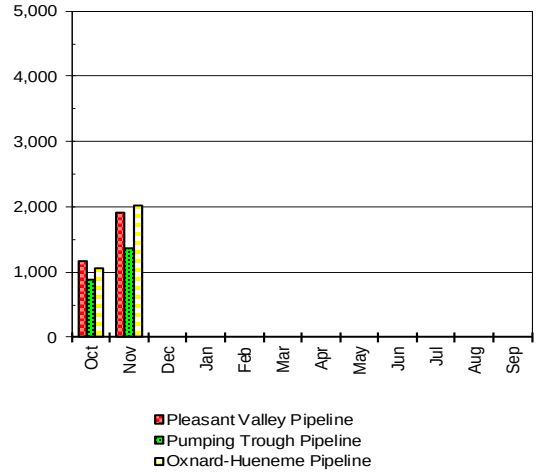
Monthly Water Deliveries, acre-feet (Water Year 2023/24)

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
PV Pipeline (surface water)	1,177.5	734.3										
PV Pipeline (Saticoy well field)	0.0	0.0										
Total to Pleasant Valley Pipeline	1,177.5	734.3										
PTP (surface water)	772.4	414.7										
PTP (PTP 1-5)	115.2	65.2										
PTP (OH-12/13)	0.0	0.0										
PTP (Saticoy well field)	0.0	0.0										
Total PTP	887.6	479.9										
C-customers (surface water)	0.0	0.0										
Saticoy Well Field (groundwater)	0.0	0.0										
O-H Pipeline (groundwater)	1,051.5	976.6										
Total Surface Water Delivery (PTP, PV, c-cust)	1,949.9	1,149.0										
Total Groundwater Delivery (PTP, OH, Sat)	1,166.7	1,041.8										
Total Delivery (surface water, groundwater)	3,116.6	2,190.8										

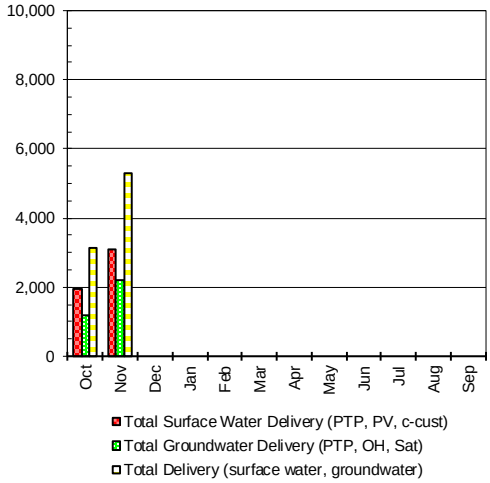
Cumulative Water Deliveries, acre-feet (Water Year 2023/24)

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
PV Pipeline (surface water)	1,177.5	1,911.8										
PV Pipeline (saticoy well field)	0.0	0.0										
Total to Pleasant Valley Pipeline	1,177.5	1,911.8										
PTP (surface water)	772.4	1,187.1										
PTP (PTP 1-5)	115.2	180.4										
PTP (OH-12/13)	0.0	0.0										
PTP (Saticoy well field)	0.0	0.0										
Total PTP	887.6	1,367.5										
C-customers (surface water)	0.0	0.0										
Saticoy Well Field (groundwater)	0.0	0.0										
O-H Pipeline (groundwater)	1,051.5	2,028.1										
Total Surface Water Delivery (PTP, PV, c-cust)	1,949.9	3,098.9										
Total Groundwater Delivery (PTP, OH, Sat)	1,166.7	2,208.5										
Total Delivery (surface water, groundwater)	3,116.6	5,307.4										

Cumulative deliveries by system



Cumulative deliveries by source/type

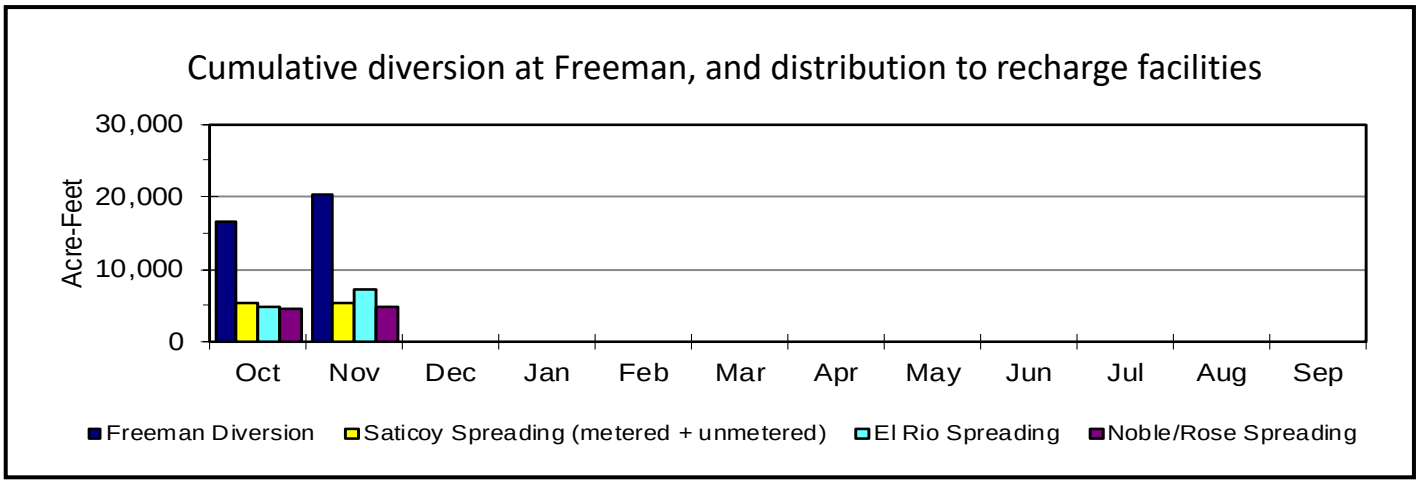


Monthly diversion and recharge totals by facility, 2023/24, in acre-feet

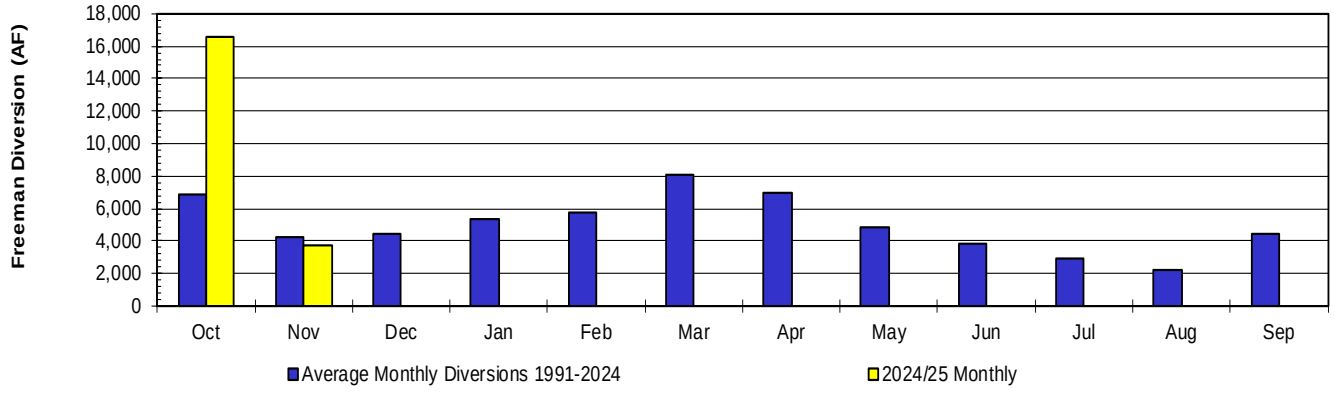
Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble/Rose Spreading	LBMWC Water Use
Oct	0	16,614	5,394	4,700	4,545	25
Nov	0	3,774	-112	2,636	172	31
Dec	0					
Jan	0					
Feb	0					
Mar	0					
Apr	0					
May	0					
Jun	0					
Jul	0					
Aug	0					
Sep	0					

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

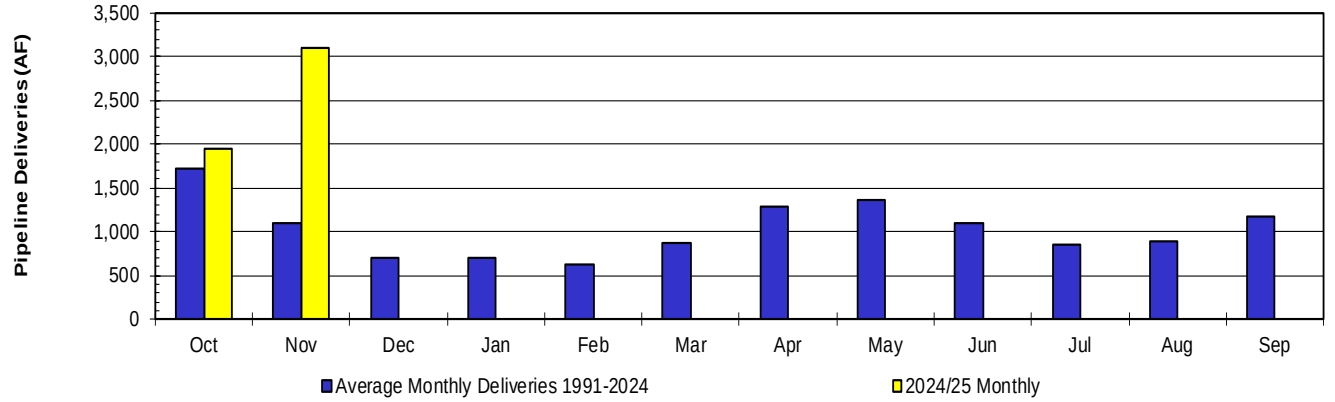
Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble/Rose Spreading	LBMWC Water Use
Oct	0	16,614	5,394	4,700	4,545	25
Nov	0	20,387	5,282	7,335	4,716	56
Dec	0					
Jan	0					
Feb	0					
Mar	0					
Apr	0					
May	0					
Jun	0					
Jul	0					
Aug	0					
Sep	0					



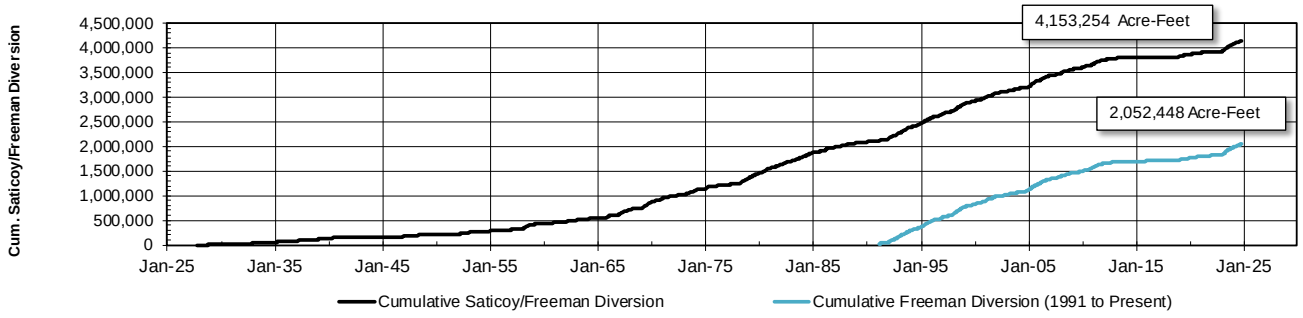
Monthly 2023/24 diversion at Freeman, compared to average monthly diversions (1991-2023)



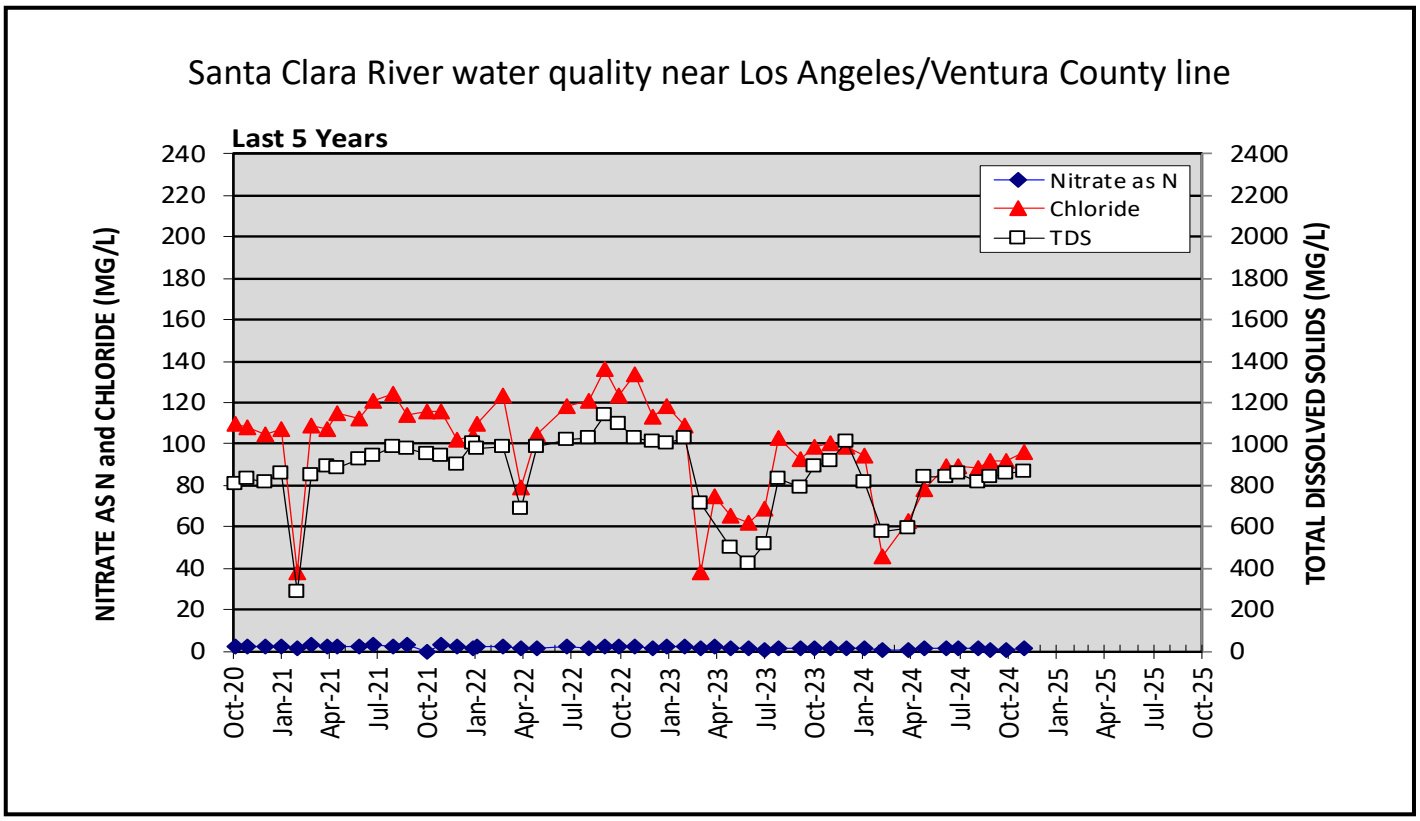
Monthly 2023/24 pipeline deliveries (surface water deliveries), compared to average monthly pipeline deliveries (1991-2023)

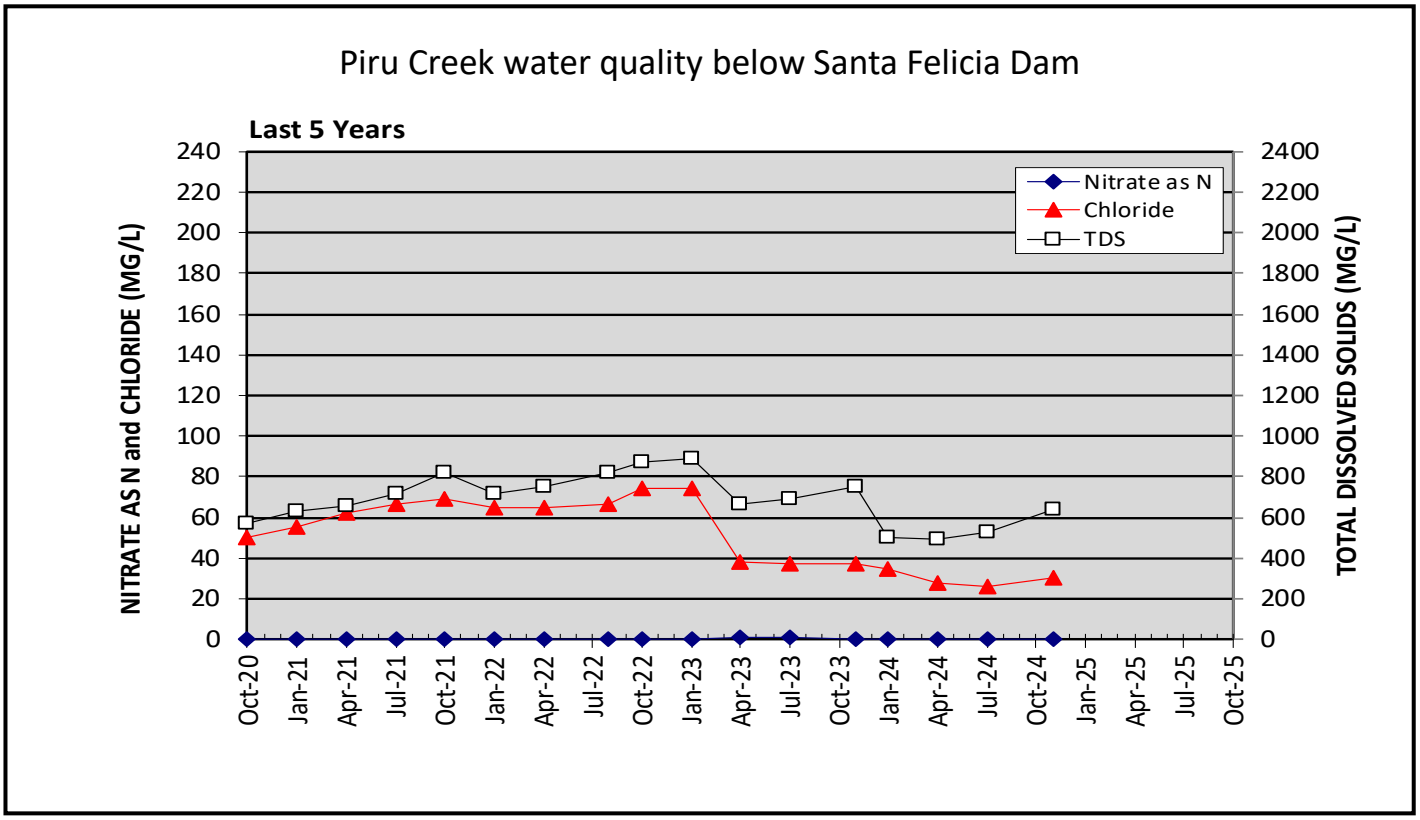


Cumulative diversion at Saticoy and Freeman Diversion, in acre-feet

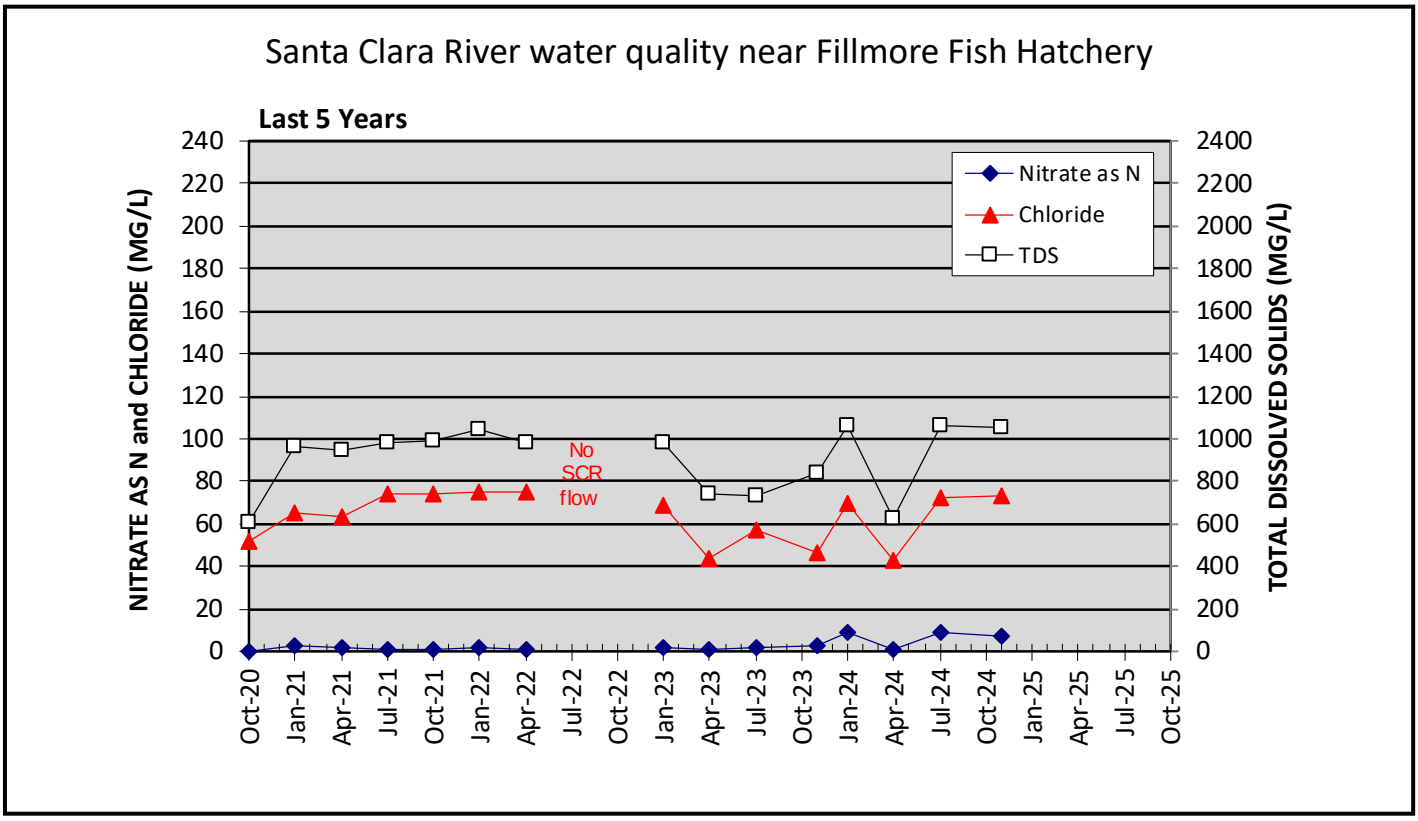


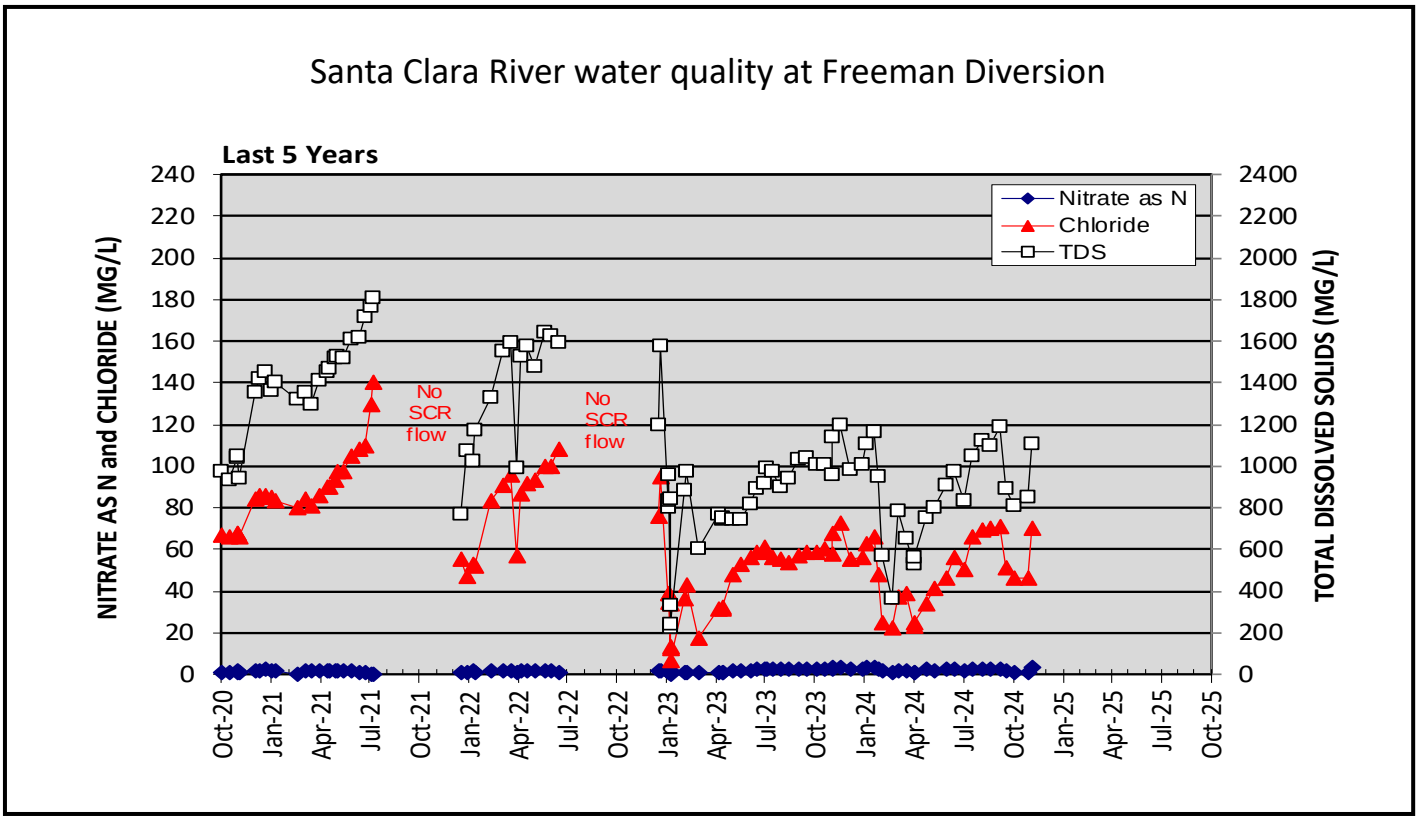
Water Quality



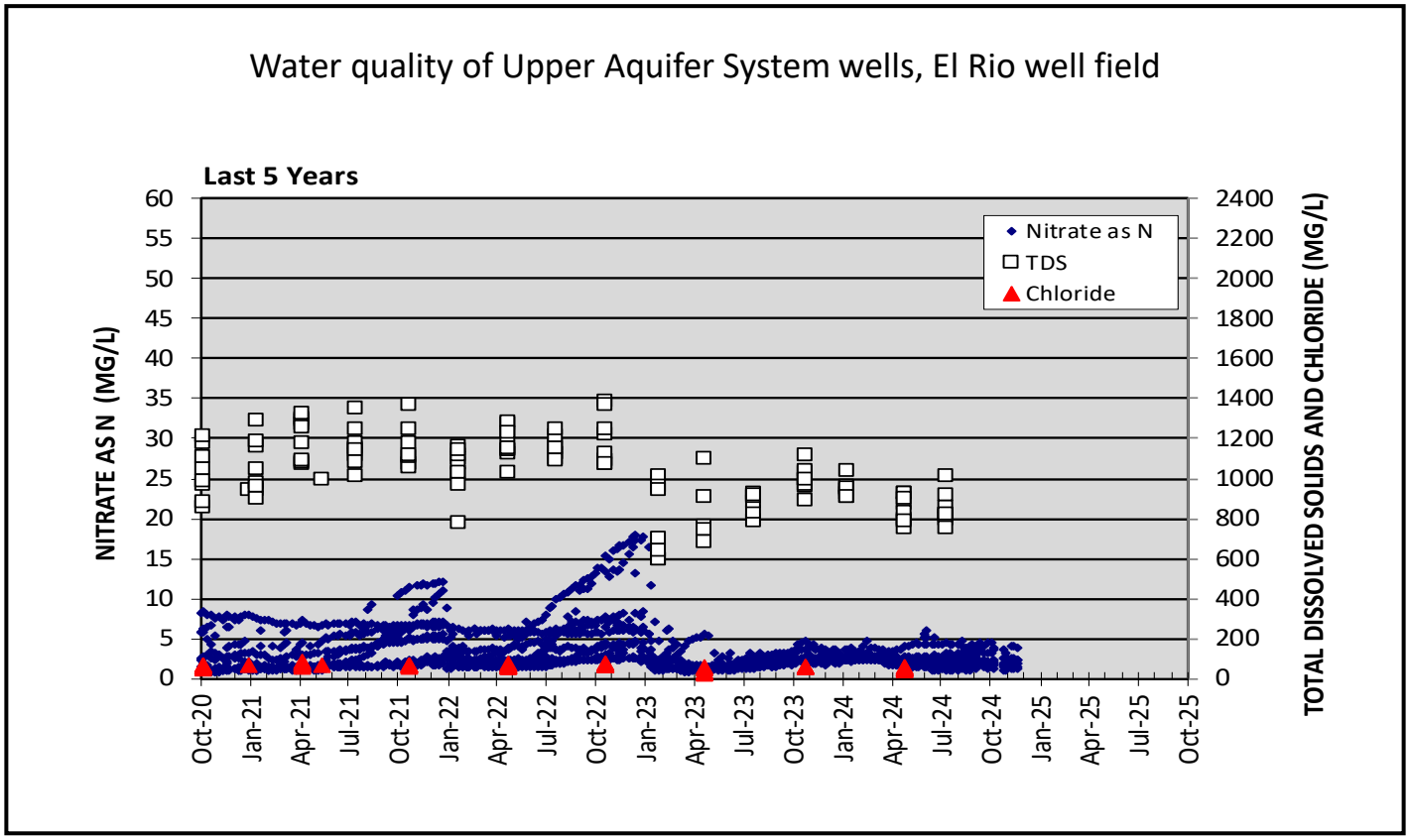


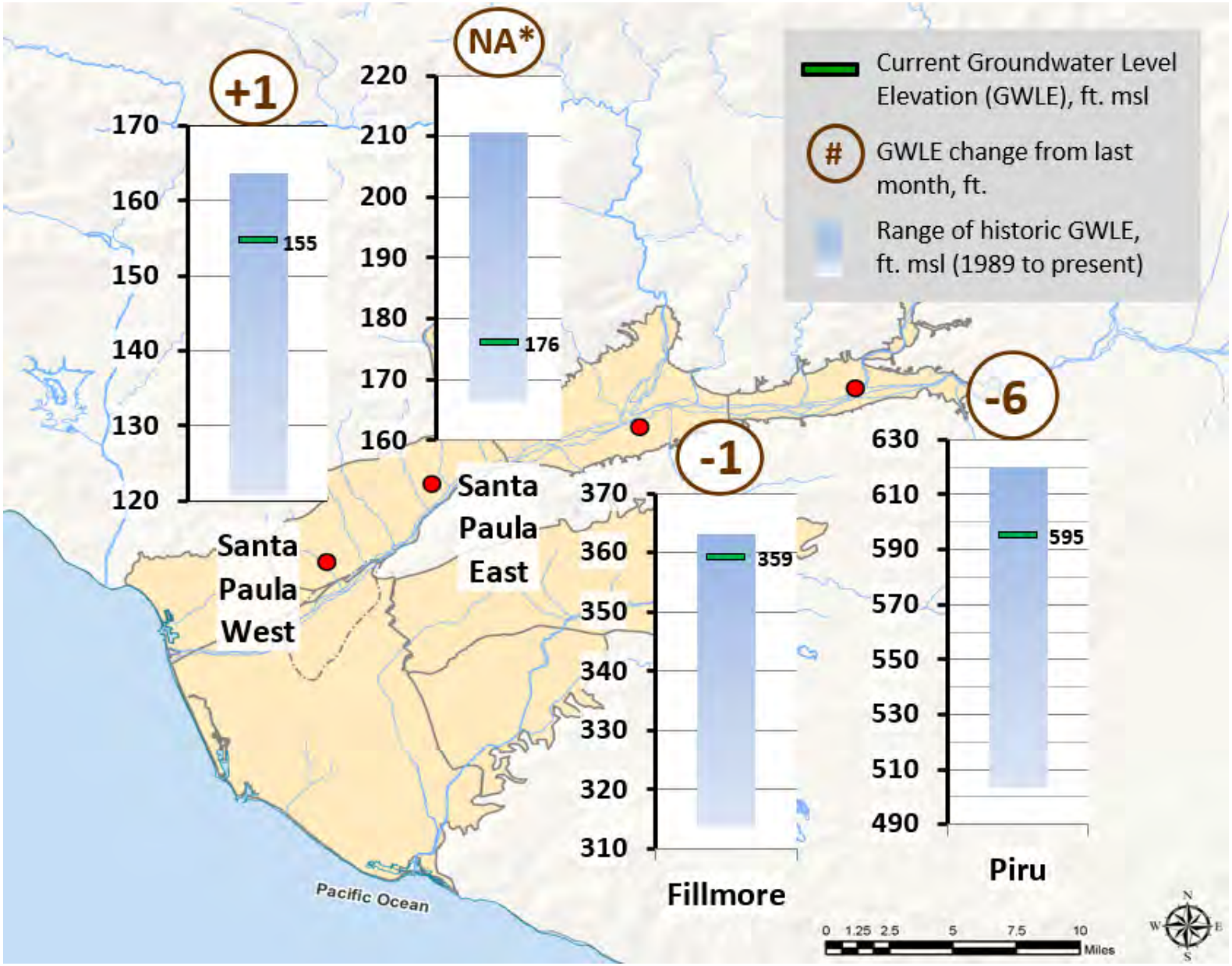
Water Quality



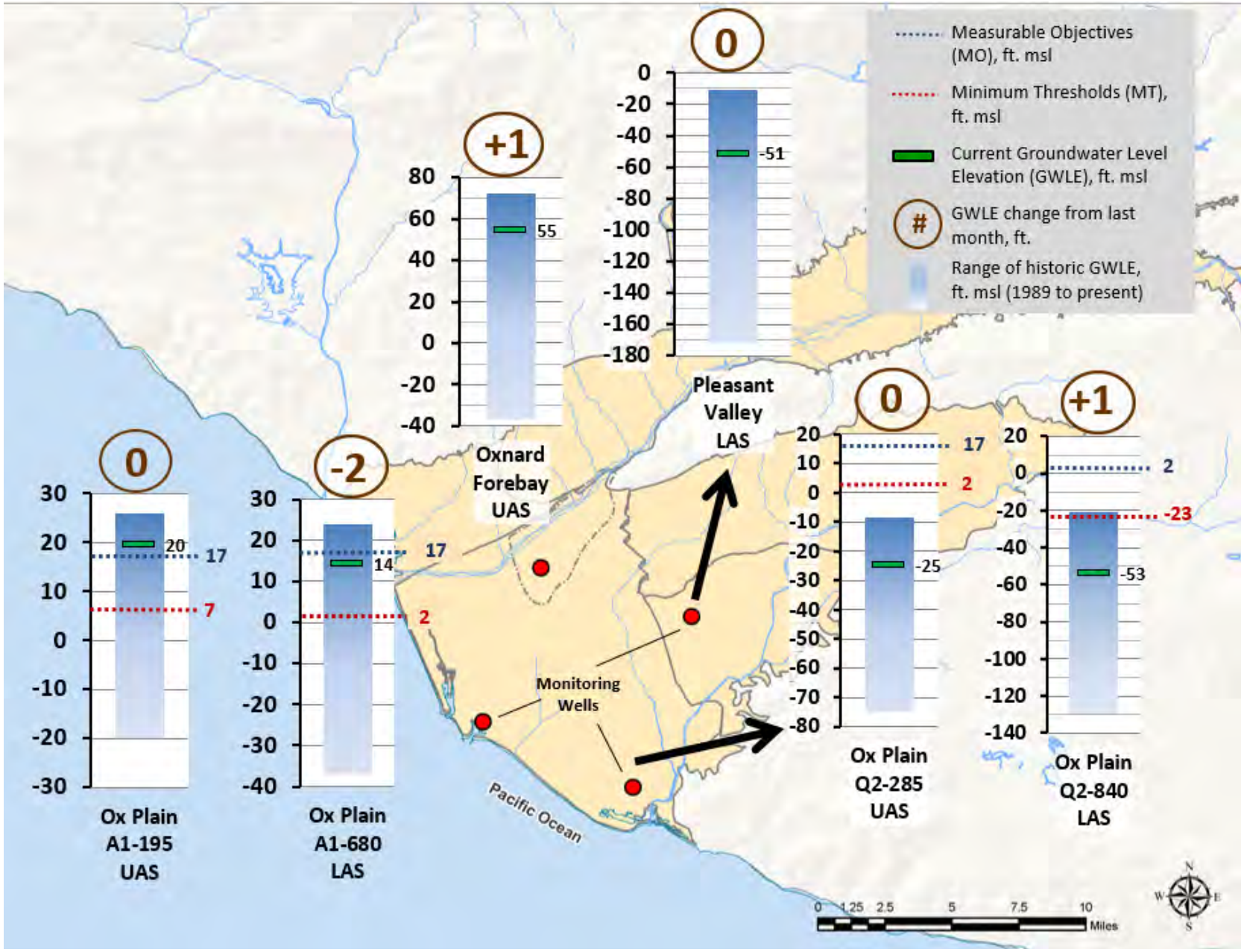


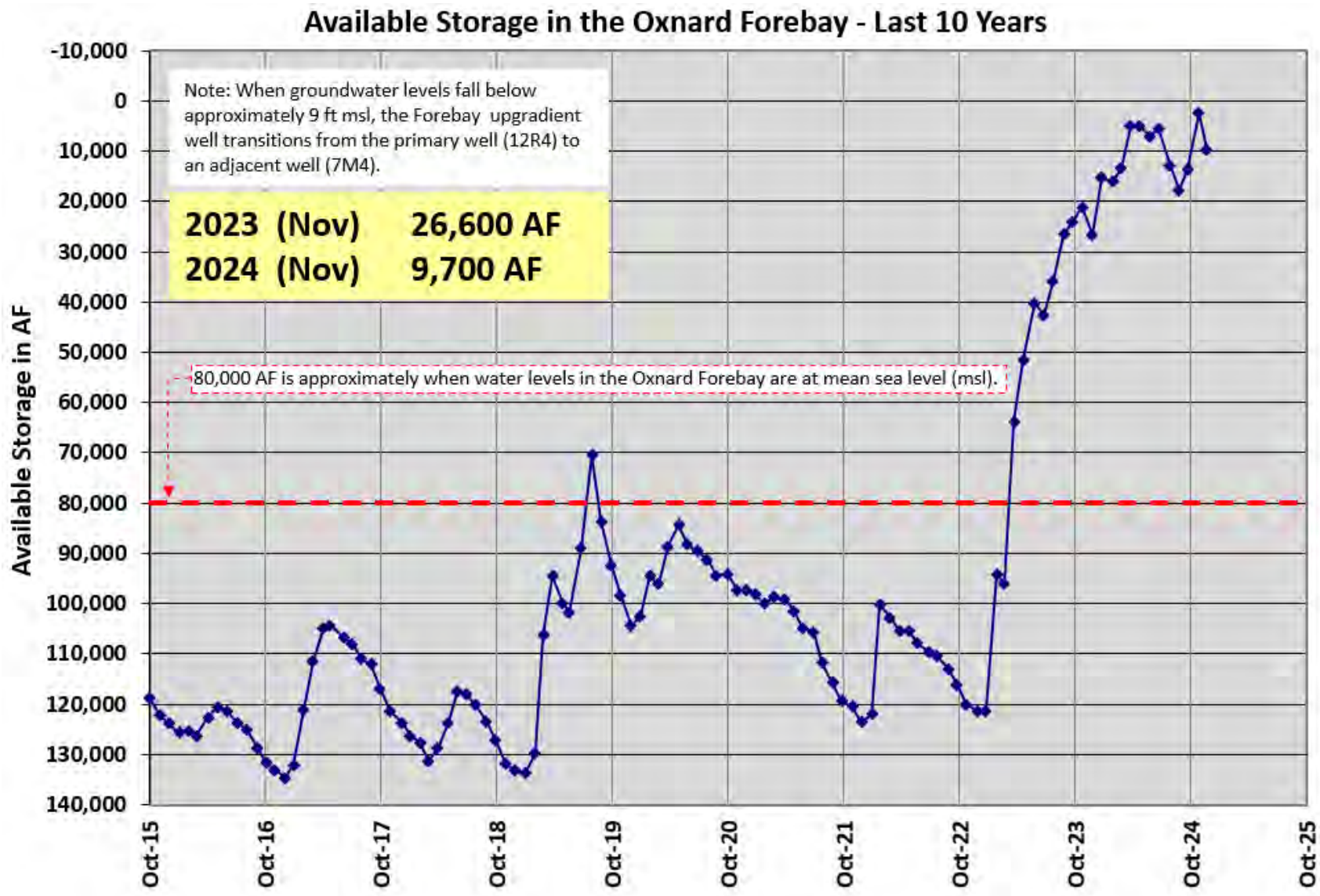
Water Quality

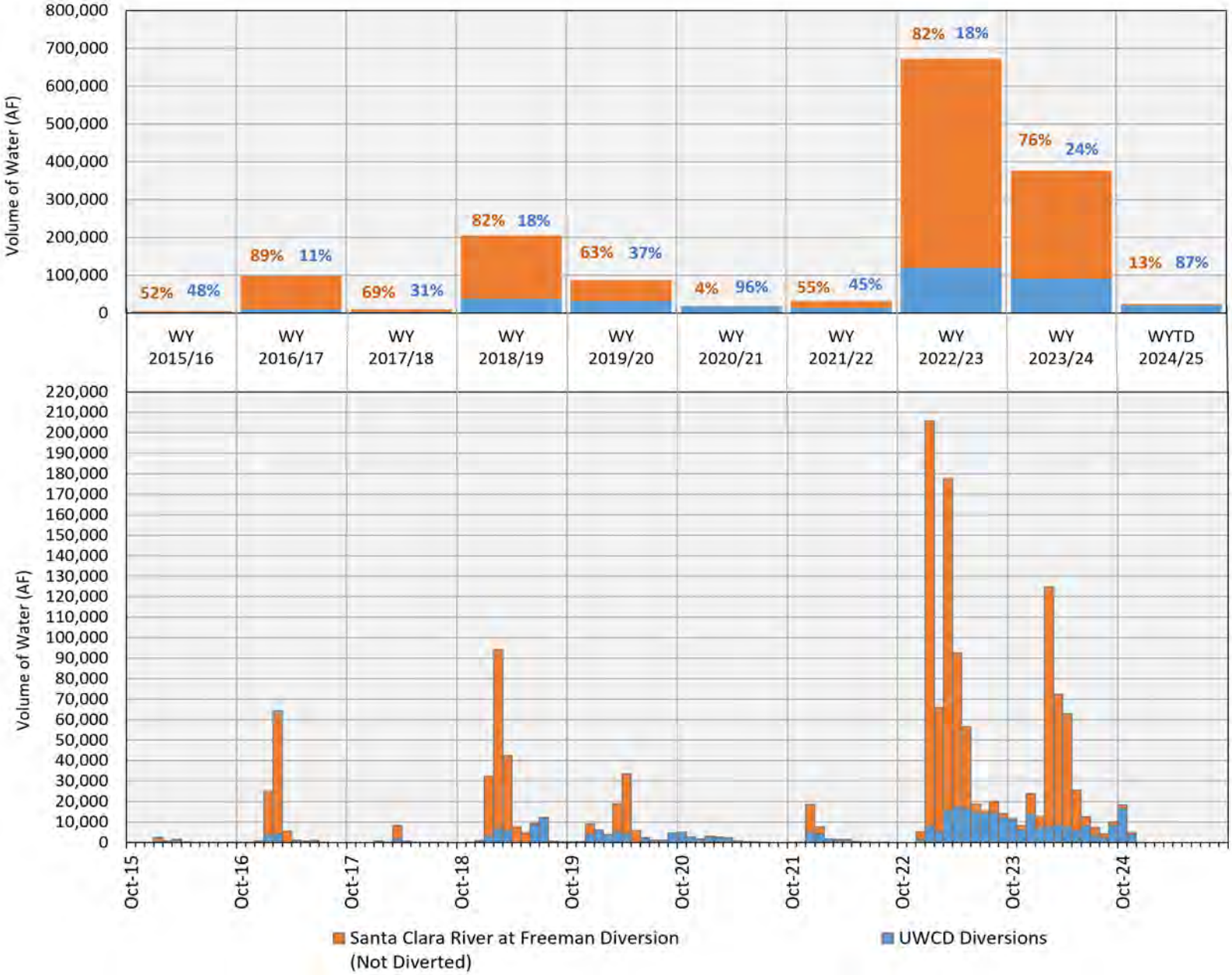




*NA – water level measured in November at Santa Paula East well under review.


Measurable Objectives (MO), ft. msl
Minimum Thresholds (MT), ft. msl
Current Groundwater Level Elevation (GWLE), ft. msl
GWLE change from last month, ft.
Range of historic GWLE, ft. msl (1989 to present)
0
20
17
7
Ox Plain A1-195 UAS
-2
14
17
2
Ox Plain A1-680 LAS
+1
55
Oxnard Forebay UAS
0
-51
Pleasant Valley LAS
0
-25
17
2
Ox Plain Q2-285 UAS
+1
-53
2
-23
Ox Plain Q2-840 LAS
Monitoring Wells
Pacific Ocean
0 1.25 2.5 5 7.5 10 Miles
N
S
E
W


Available Storage in the Oxnard Forebay - Last 10 Years
Note: When groundwater levels fall below approximately 9 ft msl, the Forebay upgradient well transitions from the primary well (12R4) to an adjacent well (7M4).
2023 (Nov) 26,600 AF
2024 (Nov) 9,700 AF
80,000 AF is approximately when water levels in the Oxnard Forebay are at mean sea level (msl).
Available Storage in AF
-10,000
0
10,000
20,000
30,000
40,000
50,000
60,000
70,000
80,000
90,000
100,000
110,000
120,000
130,000
140,000
Oct-15
Oct-16
Oct-17
Oct-18
Oct-19
Oct-20
Oct-21
Oct-22
Oct-23
Oct-24
Oct-25



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

STAFF REPORT

To: UWCD Finance and Audit Committee Members

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

From: Brian H. Zahn, Chief Financial Officer
Sara Guzman, Finance Supervisor

Date: December 31, 2024 (January 8, 2025, meeting)

Agenda Item: 3.3 Investment Monthly Report (November 2024)
Information Item

Staff Recommendation:
Review the most current investment reports for the month ending November 30, 2024.

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

Fiscal Impact:
As shown.

Attachment:
Combined Investment Monthly Report

Docusign Envelope ID: 05C03E93-C196-4221-974A-A2B500743E6C

United Water Conservation District
Monthly Investment Report
November 30, 2024

Investment Recap	G/L Balance	Weighted Avg Days to Maturity	Diversification Percentage of Total
Citizens Business Bank	5,171,052	1	17.36%
Petty Cash	5,400	1	0.02%
County Treasury	2,934	1	0.01%
LAIF Investments	24,612,033	1	82.60%
Total Cash, Cash Equivalents and Securities	**29,791,419**		**100.00%**
Investment Portfolio w/o Trustee Held Funds	**29,791,419**		
Trustee Held Funds	**-**		
Total Funds	**29,791,419**		

Local Agency Investment Fund (LAIF)	Beginning Balance	Deposits (Disbursements)	Ending Balance
	29,759,145	(5,147,112)	24,612,033
	Interest Earned YTD	**Interest Received YTD**	**Qtrly Yield**
	352,888	698,097	4.71%

.ll 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.

DocuSigned by: Mauricio Guardado 51950C116BDC414...

Mauricio E. Guardado, Jr., General Manager — 12/30/2024 **Date Certified**

DocuSigned by: 70D59ECF0D8D46E...

Anthony Emmert, Assistant General Manager — 12/26/2024 **Date Certified**

DocuSigned by: 6685DB362A674A3...

Brian H. Zahn, Chief Financial Officer — 12/26/2024 **Date Certified**

Docusign Envelope ID: 05C03E93-C196-4221-974A-A2B500743E6C

United Water Conservation District

Cash Position

November 30, 2024

Fund	Total	Composition	Restrictions/Designations
General/Water Conservation Fund:			**Revenue collected for district operations**
General/Water Conservation	3,044,243	(9,213,663)	Includes General, Rec & Ranger, Water Conservation
		4,962,000	Reserved for legal expenditures
		1,249,683	Designated for replacement, capital improvements, and environmental projects
		6,046,223	Supplemental Water Purchase Fund
General CIP Funds	13,078,319	13,078,319	Appropriated for capital projects
	4,348,578	4,348,578	Reserved for CIP Projects
Special Revenue Funds:			**Revenue collected for a special purpose**
State Water Project Funds	3,376,955	3,376,955	Procurement of water/rights from state water project
Enterprise Funds:			**Restricted to fund usage**
Freeman Fund	(4,894,932)	(4,894,932)	Operations, Debt Service and Capital Projects
		-	Designated for replacement and capital improvements
		-	Reserved for legal expenditures
Freeman CIP Fund	4,161,304	4,161,304	Appropriated for capital projects
OH Pipeline Fund	1,340,548	1,340,548	Delivery of water to OH customers
OH CIP Fund	1,300,391	1,300,391	Appropriated for capital projects
OH Pipeline Well Replacement Fund	(85,046)	(85,046)	Well replacement fund
PV Pipeline Fund	1,035,430	1,035,430	Delivery of water to PV customers
PV CIP Fund	254,136	254,136	Appropriated for capital projects
PT Pipeline Fund	762,147	762,147	Delivery of water to PTP customers
PT CIP Fund	2,069,348	2,069,348	Appropriated for capital projects
Total District Cash & Investments	**29,791,419**	**29,791,419**	

STAFF REPORT

To: **UWCD Board of Directors**

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

From: Tracy Oehler, Executive Assistant/Clerk of the Board

Date: **December 30, 2024 (January 8, 2025 meeting)**

Agenda Item: **3.4 Resolution Setting the 2025 Board of Directors Meeting Schedule**
Motion Item

Staff Recommendation:
Adopt a Resolution setting the 2025 Board of Directors meeting schedule.

Discussion:
The Board's Policies and Procedures establishes its meeting date as the second Wednesday of each month. An adopted meeting schedule assists the Board and staff with advance planning and preparation of Board business and allows for public participation. The proposed schedule includes an adjusted May meeting on the third Wednesday due to a scheduling conflict with ACWA's 2025 Spring Conference and Expo and also notes the Board will not meet regularly in August. With the adoption of this Resolution, there is no impact if the Board chooses to have a special meeting.

Fiscal Impact
There is no fiscal impact for this motion.

Attachment:
A – Resolution Establishing the 2025 Board of Directors Meeting Schedule including Calendar

ATTACHMENT A

RESOLUTION NO. 2025-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF UNITED WATER CONSERVATION DISTRICT SETTING A BOARD OF DIRECTORS MEETING SCHEDULE FOR CALENDAR YEAR 2025

WHEREAS, the Board of Directors of United Water Conservation District shall set an annual Board of Directors meeting calendar to establish dates and times assisting the Board and staff with advance planning and scheduling of City business; and

WHEREAS, pursuant to the Board's Policies and Procedures, the following calendar is established notwithstanding the scheduling of additional meetings as required upon proper notice under the Brown Act.

BE IT RESOLVED, the Board of Directors of the United Water Conservation District does resolve as follows:

Section 1. The Board of Directors hereby establishes noon as the first open session regular meeting time for each regular meeting, executive (closed) sessions held at 12:05 p.m., and second open session held at 1:00 p.m.

Section 2. The Board of Directors establishes the following meeting schedule for calendar year, typically meeting the second Wednesday of each month and adjusted if needed due to dates that will cause quorum issues:

2025 UWCD MEETING SCHEDULE
January 8, 2025
February 12, 2025
March 12, 2025
April 9, 2025
May 21, 2025 (Third Wednesday)
June 11, 2025
July 9, 2025
August - No Meeting
September 10, 2025
October 8, 2025
November 12, 2025
December 10, 2025

Section 3. With proper notice during the year, meetings may be cancelled, rescheduled, or added as necessary pursuant to California law and in compliance with the Brown Act.

The foregoing Resolution was adopted by the Board of Directors of United Water Conservation District on January 8, 2025 by the following vote:

Ayes: Board members: Ford, Hasan, Huber, Jones, Keeling, Kimball, and Maulhardt

Noes: None

Absent: None

ATTEST: _____
President

ATTEST: _____
Secretary/Treasurer

STAFF REPORT

To: **UWCD Board of Directors**

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

From: Maryam Bral, Ph.D., P.E., Assistant General Manager
Robert Richardson, P.E., Engineering Manager
Nathan Summerville, P.E., Senior Engineer

Date: **December 18, 2024 (January 8, 2024, meeting)**

Agenda Item: **3.5 Authorize Amendment No. 5 to the Professional Consulting Services Agreement with Northwest Hydraulic Consultants for Services Related to the Three Barrel Culvert Replacement Project (CIP 8018)**
Motion

Staff Recommendation:
Authorize the General Manager to execute Amendment No. 5 to the Professional Consulting Services Agreement with Northwest Hydraulic Consultants in the amount of $52,000 (including 10% contingency in the amount of $4,580) for services related to the Three Barrel Culvert Replacement Project (CIP 8018).

Background:
The Three Barrel Culvert Replacement Project is one component of the Freeman Conveyance Upgrade Freeman to Ferro Project (CIP 8018). The project will replace aging infrastructure and improve the efficiency of the existing system. Replacing the culvert would also remove a hydraulic bottleneck and prepare the system for future flow increase. Planning efforts for the overall conveyance system were completed in 2017 by Northwest Hydraulic Consultants (NHC). United Water Conservation District (United) entered into a Professional Consulting Services Agreement (PCSA) with NHC for the final design of both the Inverted Siphon Replacement Project and the Three Barrel Culvert Replacement Project. The original contract was executed on May 4, 2020, and the contract has been amended four times. The Inverted Siphon Replacement Project was completed on November 4, 2024. However, the Three Barrel Culvert Replacement Project area is within a portion of the Santa Clara River Levee, which was built by the United States Army Corp of Engineers (USACE) and is owned and maintained by the Ventura County Public Works Agency Watershed Protection (WP). Because of the impact the project will have on the federally funded County facility, a County Encroachment Permit is required under County Ordinance WP-2 and a Section 408 Permission is required from the US Army Corp of Engineers.

United Staff began working with the County in September 2023. After obtaining preliminary concurrence from County staff, the USACE permit process began in December 2023. On July 9, 2024, a complete permit application package was submitted to USACE, and subsequently, two rounds of review comments have been completed.

Discussion:
The Three Barrel Culvert Replacement Project is within the permitting phase. United staff is currently working with WP and USACE staff to respond to environmental and technical comments. After all environmental and technical comments are addressed, United staff must complete administrative requirements and coordinate the specification package with the permit conditions that will be required by both WP and USACE. Amendment No. 5 provides for an additional budget to continue the permitting efforts with the goal of completing the permitting effort and enabling a construction-ready project. The actual construction schedule will depend on funding availability, operations, and weather. The proposed amendment, which includes a small contingency, will increase the contract budget to a total not-to-exceed contract amount of $350,149, as summarized in the table below. The original contract amount and Amendment 2 were executed under the General Manager's signing authority as defined by United's procurement policy. However, all subsequent amendments require Board approval per the procurement policy because the total contract value is above the General Manager's approval limit.

Contract and Amendments	Contract Amount	Execution Date
Original Contract	$193,208	May 4, 2020
Amendment No. 1	Time Extension Only	March 2, 2022
Amendment No. 2	$55,481	February 1, 2023
Amendment No. 3	Time Extension Only	March 1,
Amendment No. 4	$49,460	May 21, 2024
Amendment No. 5	$52,000 (including contingency)	January 8, 2025 (tentative)
Total Contract Amount	**$350,149**	

Staff recommends the Board of Directors authorize the General Manager to execute the proposed Contract Amendment No. 5, which is attached herein as Attachment A and further details the associated scope of work and schedule of fees.

Mission Goal:
Meets Mission-Related Goal A, Water Supply, and Goal B, System Reliability.

Agenda Item: 3.5 Authorize Amendment No. 5 to the Professional Consulting Services Agreement with Northwest Hydraulic Consultants for Services Related to the Three Barrel Culvert Replacement Project (CIP 8018)
Motion

Fiscal Impact:
There are sufficient funds in the FY 2024-25 budget (Account No. 051-400-81080-8018-815) to cover the proposed additional fee of $52,000 associated with Amendment No. 5.

Attachments:
Attachment A – NHC Proposal for Amendment No. 5.

ATTACHMENT A

200 S. Los Robles Avenue, Suite 405 | Pasadena, CA 91101 | 626.440.0080 |

nhc
northwest hydraulic consultants

NHC Ref. No. 5005686

15 Nov 2024

United Water Conservation District
1701 N Lombard Street
Oxnard, CA 93030

Attention: **Nathan Summerville, P.E.**
Senior Engineer

Via email: NathanS@unitedwater,org

Subject: **Three Barrel Culvert; Services for Bid-Ready Documents**

BACKGROUND

United Water Conservation District (United) retained Northwest Hydraulic Consultants and subconsultant Gannett Fleming to design improvements to the Freeman Diversion conveyance system to supply more water to existing and future recharge ponds. NHC and Gannett Fleming completed the design of the inverted siphon replacement. The three-barrel culvert design has recently been completed to draft final and NHC and Gannett Fleming have assisted United with Section 408 permitting of the project. United plans to go to construction for the project in 2025 or 2026 and has requested engineering support services to address any additional comments from United, Ventra County or USACE and to incorporate permit conditions into a bid-ready set of construction documents.

NHC will provide technical input where appropriate, focusing on hydraulic and civil design aspects of the project. As design engineer, Gannett Fleming (GF) will lead response to comments, permitting coordination support, and preparation of bid documents with NHC NHC oversight and coordination.

SCOPE OF WORK

Based on discussion with United we anticipate the following tasks:

Task 1 – Permitting and Coordination
Task 2 – Bid-Ready Construction Document Preparation
Task 3 - Project Management

Each task is briefly described below.

Task 1 – Permitting and Coordination

The draft plans and design report have been reviewed by Ventura County and USACE as part of the Section 408 permitting process. Comments were received, and a comment-response table and memorandum have been prepared. United anticipates additional comments and coordination to finalize the permitting process, respond to agency questions, and identify permit conditions that need to be incorporated into the construction documents.

- Coordinate with United on any additional agency comments and questions.
- Assist United to prepare responses to comments or questions, as needed.
- Compile changes needed in the construction documents to incorporate permit conditions or other requirements from the agencies.

Deliverables:

- May include revisions to comment-response table, as needed.
- May include additional responses to questions or comments, as needed
- Compiled list of changes needed in construction documents to incorporate permitting conditions and requirements

Task 2 – Finalize Bid-Ready Construction Documents

The changes compiled in Task 1 will be incorporated into the project plans, as changes to respond to United comments. NHC and Gannett Fleming will also assist United with technical aspects of the Special Provisions to prepare for advertising the project. Review submittals to confirm conformance to plans (assume review of up to 20 submittals, up to 80 GF hours)

- Incorporate United comments, permit conditions and other comments in project plans
- Assist United with Special Provisions and final bid package.

<u>Deliverables:</u>

- Bid-Ready plans with notes
- Final Design Calculation Technical Memorandum
- Input to sections of the Special Provisions

Task 3 – Project Management

This task includes administration of the consulting contract, invoicing, and coordination with United. This task assumes that all comments will be received by the end of January 2025, and the work will be completed by 30 Apr 2025.

Deliverables:

- No deliverables anticipated for this task.

COST

The cost to complete the work described above is estimated to be $47,420 including all direct costs. Table 1 shows a breakdown of costs.

CLOSURE

We appreciate the opportunity to present this proposal and look forward to supporting United in construction of the project.

Sincerely,

Northwest Hydraulic Consultants Inc.

Edward E. Wallace, P.E.
Principal

Attachment: Table 1 NHC Cost Proposal

TABLE 1. NHC COST PROPOSAL

PROJECT:	Freeman Diversion Conveyance - 3-Barrel Culvert Engineering Services Bid-Ready Documents
PROJECT NO:	5005686
CLIENT:	United Water Conservation District
DATE:	15 Nov 2024
BY:	EW

Task No	Task Description	NHC Personnel pe2 bjm 310.00	se1 ghp 220.00	Labor Cost	GF Subcons Cost	Direct Cost	Task Cost
1	Permitting and Coordination	12		$3,720	$17,270	$0	$20,990
2	Bid-Ready Construction Documents	16		$4,960	$11,990	$0	$16,950
3	Project Management	10		$3,100	$6,380	$0	$9,480
	Totals	*38*	*0*	*$11,780*	*$35,640*	*$0*	*$47,420*

10% Contingency for Unanticipated Comments or Delays = $4,580

Total Amendment Amount = $52,000

STAFF REPORT

To: **UWCD Board of Directors**

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

Date: **December 31, 2024 (January 8, 2025 meeting)**

Agenda Item: **3.6 Approval of United Water Conservation District's 2025 Strategic Plan Document**
Motion

Staff Recommendation:
Approve United Water Conservation District's 2025 Strategic Plan document.

Background:
This staff report presents a comprehensive strategic plan for United Water Conservation District covering 2025-2030. The plan outlines the organization's vision, mission, key strategic objectives, goals, and key performance indicators. The plan was developed through extensive engagement, data analysis, and careful consideration of internal and external factors.

- October 9, 2024 – Staff presented the updated plan to the Board of Directors

Fiscal Impact: None.

Attachment(s):
A 2025 Strategic Plan Document

ATTACHMENT A

2025 Strategic Plan

United Water Conservation District

United Water
CONSERVATION DISTRICT

Outfall to a groundwater recharge basin

A Message from the President

On behalf of the Board of Directors, I am pleased to present the United Water Conservation District Strategic Plan.

In 2019, the District launched its first strategic plan that outlined a clear vision for the following five years. In the ensuing years, we have achieved many notable successes—forging partnerships, meeting challenges, and fulfilling our essential role as the region's water provider and steward of the watershed.

As the timeframe for the 2019 Strategic Plan came to a close, the District began the process of crafting this new plan, embarking on a journey of analysis and self-reflection to help determine how we can address the new issues and challenges facing our region and continue to serve as a leader in the field.

The goals and strategies outlined in this plan are the culmination of diligent efforts on behalf of the Board, District leadership, and the many dedicated staff members who work tirelessly to ensure that UWCD provides a reliable supply of clean, healthy water while protecting this beautiful environment, now and for the future.

I am deeply proud of their work.

Sincerely,

Sheldon G. Berger

Sheldon G. Berger
President, United Water Conservation District Board of Directors

Fisheries biologist

2025

United Water Conservation District

Strategic Plan

BOARD OF DIRECTORS

Sheldon G. Berger, *President*
Lynn E. Maulhardt, *Vice President*
Catherine P. Keeling, *Secretary/Treasurer*
Keith Ford, *Board Member*
Mohammed A. Hasan, *Board Member*
Steve Huber, *Board Member*
Gordon Kimball, *Board Member*

EXECUTIVE MANAGEMENT STAFF

Mauricio E. Guardado, *General Manager*
Anthony Emmert, *Assistant General Manager*
Maryam Bral, *Assistant General Manager*
Craig Morgan, *Chief Operations Officer*
Brian Zahn, *Chief Financial Officer*
Josh Perez, *Chief Human Resources Officer*
Tracy Oehler, *Executive Assistant /Clerk of the Board*

PREPARED BY

MIG

United Water
CONSERVATION DISTRICT

Lake Piru

CONTENTS

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Agency History 2

Governance 3

Funding 3

Facilities and Strategies 3

2 Current Trends, Issues, and Opportunities 7

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Mission, Vision, Values 12

Plan Framework 13

4 Goals, Objectives, and Key Performance Indicators 15

5 In Summary 43

Freeman Diversion

1

INTRODUCTION

The **United Water Conservation District Strategic Plan** is a roadmap for informed decision-making during the next five years, guiding operations and ensuring that all decisions are aligned with the District's vision and mission and support its core goals. The Plan reflects thoughtful deliberation by the Board of Directors and District staff for the long-term health of the organization and its ability to meet current and future water needs.

The District always puts the needs and priorities of its many customers and community members at the forefront of all its efforts.

Physical model for the Santa Felicia Dam Spillway, circa 1954

History

From its initial formation in 1927, the United Water Conservation District has proven to be a distinguished leader among water agencies, providing a reliable and sustainable supply of clean, healthy water to the residents, farmers, and businesses of central Ventura County—with a population currently totaling 832,605 people.

The District conserves and enhances the water resources of the Santa Clara River while working to protect the ecology of the watershed. Through groundwater replenishment and the construction and operation of water supply and delivery systems, the District continues to provide excellent stewardship for the region.

The District serves as the conservator of groundwater resources utilized by the cities of Oxnard, Port Hueneme, Ventura, Santa Paula, and Fillmore, as well as several mutual water districts and numerous farms and individual pumpers. It conserves runoff from all major tributaries of the Santa Clara River within the District, including Piru, Hopper, Sespe, and Santa Paula Creeks. Otherwise, much of this water would simply flow out to sea. It also provides surface water for agricultural irrigation and provides treated drinking water to the cities of Oxnard and Port Hueneme.

Governance

The United Water Conservation District comprises a 77-member team of water

Water Sustainability Summit

professionals representing a range of disciplines, including Engineering, Operations, Finance, Administration, and related services. A seven-member, elected Board of Directors governs the agency's policy-making activities dedicated to water conservation and protection.

Headquartered in Oxnard, the District encompasses 335 square miles of the fertile Santa Clara River Valley and the Oxnard Coastal Plain. District facilities include the Lake Piru Recreation Area; Santa Felicia Dam and Hydroelectric Facility; water recharge basins in Saticoy, El Rio, and Piru; the Freeman Diversion Facility; the Oxnard Hueneme Wholesale Water Pipeline System; and an agricultural water delivery system. The region receives between 13 and 30 inches of rainfall in an average year, which combined with the mild, Mediterranean climate, allows agriculture to flourish.

Funding

United Water Conservation District is funded primarily through groundwater pumping charges, property taxes, and water delivery charges. **In total, the District manages an annual budget of approximately $69 million**. Collaborative partnerships with other agencies help create efficiencies and maximize the use of District resources. An active participant in the community, the District is a leader in the region with a strong commitment to county, state, and national water issues.

Facilities and Strategies

The United Water Conservation District works to maximize the water resources of the Santa Clara Valley and Oxnard Plain, utilizing the surface flow

of the Santa Clara River and its tributaries for groundwater replenishment. More than five million acre-feet has been reintroduced to the aquifers via this system—enough water to supply the City of Oxnard for the next 100 years. Over its lifetime, the District has built and managed many facilities to meet local water demand while simultaneously working to reverse groundwater overdraft and seawater intrusion into coastal aquifers, balancing demand with the increasing need to provide water for environmental purposes.

District facilities include:

- **The Santa Felicia Dam,** constructed in 1955, was the first dam built to solely recharge groundwater.
- **The Freeman Diversion, constructed in 1990,** replenishes approximately 47,000 acre-feet of stream flow to the underground water supply each year. A fish ladder was built into the Diversion to allow for the annual migration of steelhead trout.
- **Lake Piru Recreation Area** was created by the dam and holds approximately 82,000 acre-feet of winter run-off and state water deliveries while providing year-round camping, boating, fishing, and other outdoor recreational opportunities to visitors.
- **The Piru, Saticoy, El Rio, Rose, and Noble Recharge Basins** facilitate a natural percolation process, allowing water from the Freeman Diversion Facility to seep through layers of sand and gravel in an area known as the Oxnard Forebay to replenish the underground supply.
- **The Pumping Trough Pipeline and the Pleasant Valley Pipeline and Reservoirs** deliver approximately 13,000 acre-feet of surface water directly from the Santa Clara River to agriculture on the Oxnard Plain and Pleasant Valley to reduce pumping in the overdrafted lower aquifer system.
- **The Oxnard-Hueneme Pipeline** delivers treated groundwater for drinking water to the City of Oxnard, Port Hueneme Water Agency, Rio School District, E&H Land Company, and several mutual water companies, including Dempsey Road, Cypress, Saviers Road, and Vineyard Avenue Estates.

Prior Strategic Planning Efforts

In 2019 the District completed its first Strategic Plan, establishing a series of goal areas that supported the District's overarching mission. Three mission-related goals were directly related to the management and protection of the District's water resources: Water Supply, System Reliability, and Regulatory and Environmental Compliance. Four mission-supportive goals related to the general operations of the District and its role in the community: Fiscal Responsibility, Regional Partnerships & Leadership, Communications & Community Outreach, and Organizational Effectiveness. Each goal area included a list of specific strategic objectives and performance measures to track progress.

Successes

The 2019 Strategic Plan provided the foundation for future success. Since its adoption, the District has enjoyed significant accomplishments, including the following notable successes:

- ***Water Sustainability Summit***

  In February 2020, the District inaugurated the first annual Water Sustainability Summit, an event that gathered over 150 elected officials, representatives from water agencies, members of the farming

community, developers, businesses, and community members from across Ventura County to share best practices and engage in meaningful discussion about the region's water issues. Since then, the Sustainability Summit has grown to be one of the most significant opportunities for resolving the water sustainability challenges we face.

- ***Navy Partnership***

  The District's collaboration with the U.S. Navy that began in 2019 has yielded many benefits, including the siting of extraction wells and a brackish groundwater treatment plant at the Point Mugu Naval Base in Ventura County. This partnership serves as a model for regional and federal cooperation.

- ***Water Replenishment Efforts***

  In 2024, the California Department of Water Resources ranked the District first in California for resupplying more than 36 billion gallons to the Oxnard Groundwater Basin—a best-in-State recharge rate of 1.92 acre-fee per acre.

- ***Iron and Manganese Treatment Project***

  In 2024, construction of Phase I of the El Rio Iron and Manganese Treatment Plant was completed, improving the water quality and drought resiliency of the drinking water supply for over a quarter of a million Ventura County residents. The treatment facility removes iron and manganese from water stored in deep aquifers and is currently capable of treating up to 3,500 gallons of water per minute. Provisions were included in the design to allow for a future expansion of the treatment capacity up to 8,250 gallons per minute. The project received over $6.7 million in Federal and State grant funding.

- ***Grants***

  The District has established a robust and successful grant program, securing over $46 million in funding from both Federal and State partners. Notable awards include:

  Recycled Water: $343,422 from the Natural Resources Conservation Service and $4,615,856 from the State Water Resources Control Board.

  El Rio Iron and Manganese: $2,500,000 from the Department of Water Resources and $4,230,133 from the Department of Defense.

  Extraction Barrier and Brackish Water Project: $1,317,900 and $8,449,062 from the State Water Resources Control Board.

  Freeman Diversion Fish Passage: $20,000,000 from the United States Bureau of Reclamation.

  Santa Felicia Dam: $626,066 and $113,750 from the Federal Emergency Management Agency.

  These significant awards demonstrate the District's strong partnerships and its ability to secure funding for vital projects.

Freeman Diversion

2

CURRENT TRENDS, ISSUES, AND OPPORTUNITIES

The 2019 Strategic Plan identified a series of challenges and opportunities facing the District. These topics included: maintaining and upgrading basic infrastructure, accommodating the impacts of climate change, incorporating new technologies, addressing complex habitat issues, and meeting the expectations of a growing customer base.

In the intervening years between the adoption of the 2019 plan and the development of the current plan, the region saw a number of significant events that impacted District operations, such as the COVID-19 pandemic, which required the District to block recreational access to Lake Piru.

Not surprisingly, many of the issues identified in 2019 are still relevant today—particularly the challenges of maintaining aging infrastructure and providing resiliency in the face of more frequent and extreme weather conditions (wildfires, floods, etc.), as well as expanded regulations.

In addition, the District has identified the following new challenges and opportunities that the Strategic Plan can help to address:

- ***Ensuring Financial Strength***

  The District will need to maintain its diligence in obtaining sufficient funding for future capital improvements and operations.

- ***Building Staff Continuity***

  The District's dedicated staff and experienced leadership provides stability and direction; however, we must anticipate future turnover and retirements among both District staff and Board members. Therefore, a clear succession plan is essential to maintain the level of professionalism and quality we currently enjoy.

- ***Managing Regulatory Requirements***

  The District must continue to address legal and regulatory mandates related to its various projects, including the Santa Felicia Dam and the Freeman Diversion Project, among others.

- ***Addressing Usage of the Pumping Trough Pipeline (PTP) Program***

  The PTP water program has experienced a decline in usage due to rising operating costs. PTP customer support is critical to the success of the program, and the District should explore ways to recruit new participants to ensure its solvency.

- ***Enhancing Public Awareness***

  Educating consumers about the District's diverse work—and the tangible benefits of its varied projects and programs—can increase public understanding of the District's mission and goals.

- ***Expanding Partnerships***

  UWCD's collaboration with the U.S. Navy demonstrates the power of partnerships. Looking forward, the District should explore other opportunities to coordinate our efforts with key partners at the local, regional, state, and federal levels.

Variable Frequency Drive Booster Pumps at the El Rio Water Treatment and Groundwater Recharge Facility

Santa Clara River at the Freeman Diversion

3

STRATEGIC PLAN FRAMEWORK

This chapter presents the District's mission and vision statements and its organizational values, along with a framework that shows how they feed into each relevant goal area.

Mission, Vision, and Values

MISSION

The mission statement articulates the purpose of the District—its reason for being:

In concert with its community partners, the United Water Conservation District manages, protects, conserves, and enhances the water resources of the District, producing a reliable and sustainable water supply for all users, in an environmentally and fiscally responsible manner.

VISION

The vision statement describes the aspirations of the District and presents its impact on the public:

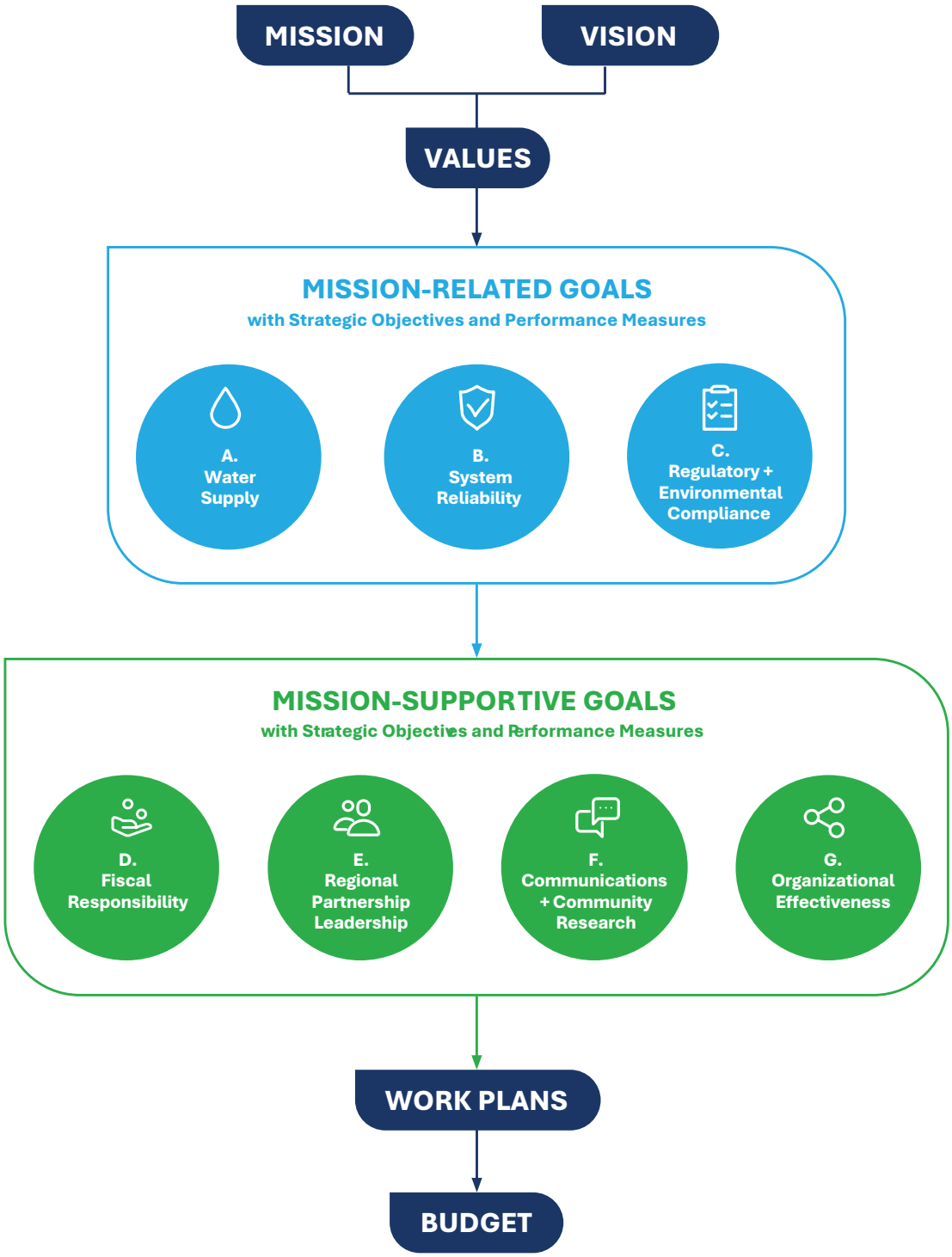
United is recognized as an industry leader for its ability to deliver a reliable, high quality, sustainable supply of water to all users, shaping and supporting sound public policy, and cultivating strong partnerships within the water resources field.

VALUES

The organizational values guide the daily operational work of the District:

- ***Transparency***
  We are open in our actions and communications.
- ***Informed Decision Making***
  We prioritize impartial research and science-based decision making.
- ***Integrity***
  We operate ethically and honestly across all services.
- ***Collaboration***
  We understand the power of partnerships.
- ***Mission-Diven Focus***
  We ensure that all work supports our mission.
- ***Operational Efficiency***
  We strive for proficiency and productiveness across all operations.
- ***Fiscal Responsibility***
  We manage all resources of the District in a fiscally responsible manner to maintain the public trust.
- ***Courage***
  We act with resolve to address current and future challenges.

Strategic Plan Framework



Denil fish ladder at Freeman Diversion

4

GOALS, OBJECTIVES, AND KEY PERFORMANCE INDICATORS

The Strategic Plan comprises three mission-related goal areas and four mission-supportive goal areas.

Each goal area includes strategic objectives that support and guide the District's work over the next three to five years, along with specific performance measures to chart the success of District operations and progress toward achieving each goal.

Freeman Diversion

GOAL A

Strategic Objectives for Water Supply

Goal Statement

Ensure all constituents have access to a reliable long-term water supply.

A1	Identify and optimize use of all potential water supplies in our "toolbox," including recycled water, high-sediment river water, supplemental State Water Project (SWP) water, storm-water runoff, treated brackish water, etc.
A2	Develop and implement new infrastructure projects that maintain and improve water supply and quality.
A3	Maximize and expand State Water Project water import opportunities; consider our existing storage capacity at Lake Piru, developing offsite storage opportunities and novel exchange/transfer arrangements to acquire water from multiple sources.
A4	Continue developing the tools (e.g., groundwater flow models) and knowledge that have made the District the science and engineering subject matter experts within our service area and water industry.
A5	Serve communities within our service area by working collaboratively with groundwater sustainability agencies to help them achieve the goals of their groundwater sustainability plans under the Sustainable Groundwater Management Act (SGMA).

GOAL A

Key Performance Indicators

1. Groundwater recharge, wholesale and surface water delivery (or new, alternative sources, such as treated brackish water) to meet the needs of all District constituents and the objectives of groundwater sustainability plans for each basin.

2. Meeting the overall schedules for development of United's current major water-supply and sustainable-yield improvement projects, e.g., Freeman Expansion and Extraction Barrier and Brackish (EBB) Water Treatment.

3. Importation of up to 8,000 AFY of water from outside the District (e.g., SWP water), on a 5- to 10-year rolling average.

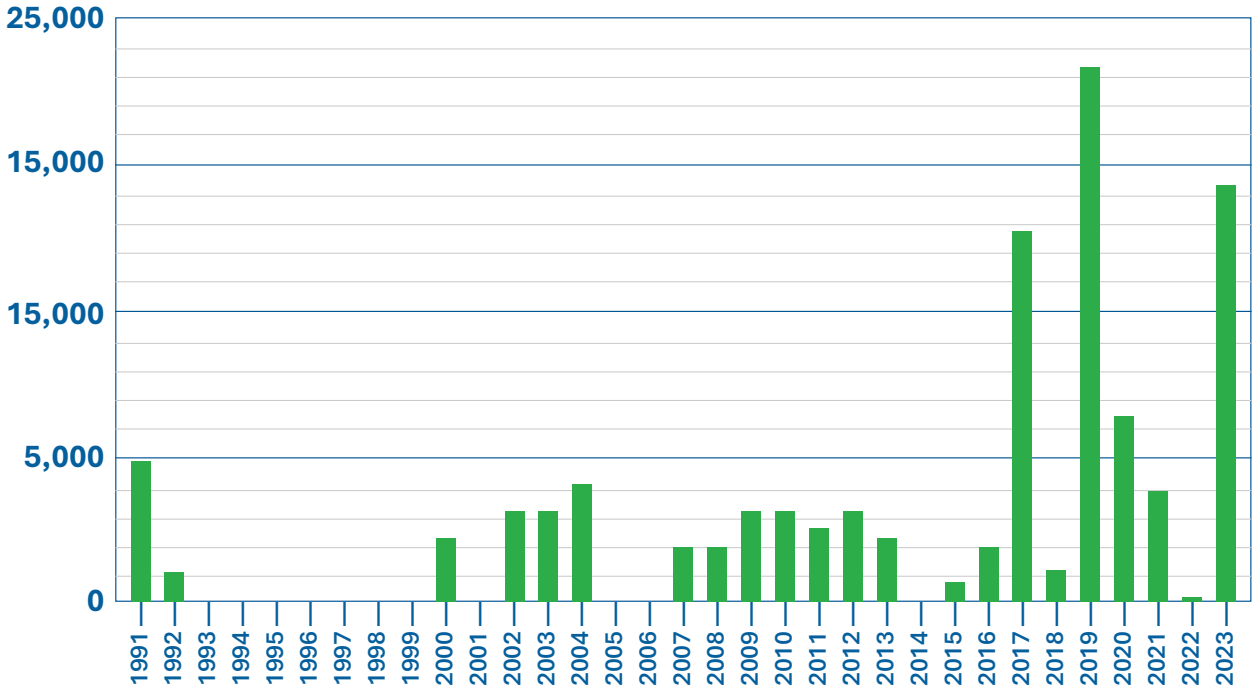
4. Recognition from community members and community leaders that District water-supply and technical efforts are key to achieving water sustainability in the region.

2023 SWP Imports

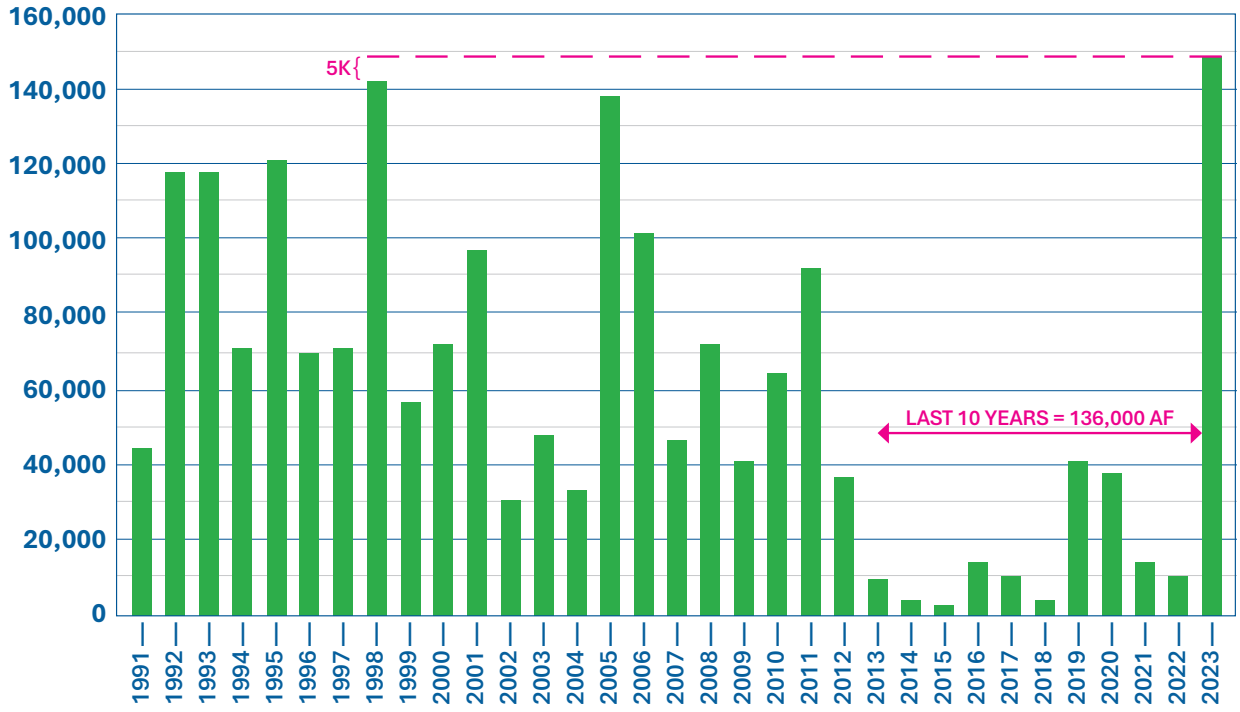
UWCD TABLE A	3,150 AF
CMWD TRANSFER	5,000 AF
PWD TRANSFER	2,000 AF
SCVWA TRANSFER	10,000 AF
ARTICLE 21	2,079 AF
TOTAL	22,229 AF

State Water Project (SWP) Deliveries

SWP Purchases, Exchanges, and Transfers to the District by Year



Total Diversion of Surface Water (including SWP Imports) by Year



Agricultural irrigation

GOAL B System Reliability

Goal Statement

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

B1	Upgrade the effectiveness of existing infrastructure.
B2	Increase overall system redundancy to advance operational flexibility, the District's capability to respond to emergency events.
B3	Develop and implement new infrastructure projects that improve water supply and maintain water quality standards.
B4	Continue development of an asset management plan and policy.
B5	Repurpose existing infrastructure to meet regional needs in light of uncertain future conditions.
B6	Maintain and enhance the District's energy efficiency program.

GOAL B

Key Performance Indicators

1. Ground-breaking events for:
   - Santa Felicia Dam Safety Improvement Project (Outlet Works).
   - Freeman Expansion.
   - Extraction Barrier and Brackish Water Treatment Project (Phase 1).

2. Continuation of programmatic inspection, assessment, and maintenance of critical water delivery infrastructure.

3. Increased operational efficiency.

Lake Piru Recreation Area

Goal B in Action

PTP turnout meter

Oxnard-Hueneme Well

Construction of a replacement Oxnard-Hueneme well

Principal environmental scientist

GOAL C

Regulatory and Environmental Compliance

Goal Statement

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

C1	Promote and provide leadership in securing reasonable and science-based decisions on environmental regulations.
C2	Incorporate environmental stewardship and best practices in District projects.
C3	Work collaboratively with local, state, and federal elected officials to streamline and modernize permitting processes.
C4	Support balanced and reasonable regulations by applying legal best practices and scientific expertise.
C5	Comply with applicable local, state, and federal water quality standards.

GOAL C

Key Performance Indicators

1. Acquiring operational and construction permits for District activities to ensure continued operations and implementation of new projects.

2. Completion of required monitoring, sampling, analysis, reporting, and other permit requirements.

3. Compliance with applicable laws, statutes, and regulations.

Goal C in Action

Trout studies in Piru Creek

Lake Piru

Goal C in Action

Studies at Mugu Lagoon at Point Mugu Naval Base

Iron and Manganese Treatment Plant grand opening

Pleasant Valley Pipeline

Environmental Compliance for Targeted Sediment Management Project

GOAL D

Fiscal Responsibility

Goal Statement

Protect the current and future value of District resources in a transparent, timely, and accurate fashion while adhering to all applicable legal, ethical, and government accounting standards.

D1	Create a robust, long range Financial Strategic Plan that illustrates a path to financial sustainability, reasonable rates, and value to the end user.
D2	Increase financial resources available to fund District initiatives through the expansion of legislative initiatives, grant awards, and utilization of low interest loans, while exploring additional bond opportunities.
D3	Ensure District finances remain visible and transparent to the public, the Board of Directors and District management through accurate, timely, and relevant reporting.
D4	Maintain financial controls, regular reviews, and documentation to ensure compliance with government accounting standards.

GOAL D

Key Performance Indicators

1. Maintenance of fund reserve levels.
2. Diversity of financing sources.
3. Number and value of grant awards.
4. Favorable findings from audit reports.
5. Accuracy and relevance of financial reporting.

Goal D in Action

- Closed WIFIA Design loan in the amount of $13M for Santa Felicia Dam project.
- Engaged new audit firm to conduct annual financial audit.
- Completed an S&P Ratings review that resulted in a revised Long-Term Ratings outlook from "negative' to "stable."
- Consolidated and streamlined transactional processing for Groundwater Sustainability Agencies (GSAs).
- Transitioned GSA banking for a consistent and improved relationship.
- Completed FY2022-23 annual audit with no negative findings.

UCWD Board of Directors

Brian Zahn, Chief Financial Officer

Annual Comprehensive Financial Report

United Water
CONSERVATION DISTRICT
NOT AN EXIT
Mauricio Guardado

GOAL E

Regional Partnership and Leadership

Goal Statement

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

E1	Continue the regional Water Sustainability Summit program.
E2	Continue and build upon advocacy efforts at local, state and federal levels.
E3	Continue to strengthen and expand partnerships with other water agencies and municipalities to fund future supplemental water procurement and capital projects of regional significance.
E4	Develop cooperative agreements with local and regional agencies for projects that provide regional benefits.
E5	Build relationships between District Board and elected officials with clear goals and outcomes.
E6	Support water-related initiatives that meet economic, agricultural, environmental, and regional needs.

GOAL E

Key Performance Indicators

1. Engagement of identified key partners.
2. Procurement of supplemental water.
3. Creation of cooperative agreements for regional projects and programs.
4. Receipt of local, state, and federal funding.
5. Active participation in community organizations by District directors and staff.

Goal E in Action

Water Sustainability Summit brochure

4 Million Acre Feet Recharge Celebration

Water Sustainability Summit attendees

Groundwater Sustainability Agencies

Lake Piru Spillway

GOAL F

Communications and Community Outreach

Goal Statement

Create a strong understanding of and support for the District's value proposition and efforts to protect and enhance regional water supplies at the local, regional, state, and federal levels.

F1	Educate and engage ratepayers, community members, and elected officials on the true cost of water and the District's role to ensure water reliability, increasing Board, organizational, and leadership visibility.
F2	Promote the technical, regulatory, and environmental expertise of District staff as a value to constituents.
F3	Establish and enhance a clear, consistent agency message on District issues for all those representing the District (i.e., staff, Board, consultants) and across all communication channels.
F4	Build support for infrastructure upgrades and priority projects through additional community outreach and education.
F5	Promote recreational use of the Lake Piru Recreation Area and highlight its community value.
F6	Ensure that all the communities we serve are aware of the value of the District's 100 years of service.

GOAL F

Key Performance Indicators

1. Increased number of presentations by the Board and leadership.
2. Increased number of presentations by staff.
3. Completion and implementation of a Communications Plan.
4. Passage of a bond measure.
5. Increased attendance at Lake Piru events.
6. Implementation of the 100 year anniversary celebration.

Goal F in Action

UWCD newsletter: *Issues & Insights*

Goal F in Action

Water Sustainability Summit V

Extraction and Brackish Water Treatment Project

Bill Ball, Senior Policy Advisor, U.S. House of Representatives

Water Sustainability Summit V: Endangered Species Act Panel

Water Sustainability Summit V: Legislative Leadership Panel

GOAL G

Organizational Effectiveness

Goal Statement

Increase the District's organizational capacity to meet current and future challenges.

G1	Expand staff capability by hiring, training, and retaining the best and most technically competent staff.
G2	Review the developed organization succession plan to successfully prepare for anticipated retirements and departures.
G3	Develop and implement recruitment plans for key and strategic positions.
G4	Advance workforce excellence and capability by leveraging technology, management, and innovation to maintain a culture of continuous improvement.
G5	Enhance the District's cybersecurity capabilities through use of technology and partnerships on the local, state, and federal level.

District Headquarters, Oxnard

GOAL G

Key Performance Indicators

1. Annual employee turnover and employee succession plan analysis.
2. Time/days to fill vacant positions.
3. Candidate interest/applications for vacant positions.
4. Staff certifications and professional registrations.
5. Completion of annual review of District's Policy and Procedures Manual.
6. Improvement of staff performance metrics.
7. Cybersecurity and physical security assessments.
8. Quarterly and annual revenue and visitation assessments of Lake Piru Recreation Area.

5

IN SUMMARY...

The Board, leadership, and staff of United Water Conservation District are committed to the ongoing sustainability of our operations, and we look forward to implementing the actions outlined in the Plan and engaging and collaborating with the public and our partners in the months and years ahead to achieve our goals.

We will provide ongoing status updates on our progress through regular Board reports, communication from the General Manager, and other reporting distributed to the public.

United Water Conservation District is committed to transparency and accountability. We value our customers' right to access information pertaining to District finances, operations, policies, and services.

El Eio Recharge Basin

United Water
CONSERVATION DISTRICT

STAFF REPORT

To: **UWCD Board of Directors**

Through: Mauricio E. Guardado, Jr., General Manager
Dr. Maryam Bral, Assistant General Manager

From: Craig Morgan, Chief Operations Officer
Randy Castañeda, Operations Supervisor — Water Treatment
J.D. Smallwood, Operations Supervisor — Water Distribution

Date: **December 18, 2024 (January 8, 2025, meeting)**

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

Staff Recommendation:
Receive this summary report from the Operations and Maintenance department about its activities for November and December 2024.

1. Major Facilities Update

- **Santa Felicia Dam**
  - On November 1st, 2024, the lake level was 1007.6' and on November 31st, 2024, the lake level was 1007.3' and is static due to reduced inflows, evaporation, and SFD Habitat Releases.
  - Santa Felicia Dam release flows varied from approximately 7 CFS to 52 CFS throughout November due to Habitat Flow requirements and Conservation Releases.
  - SFD staff is hosting MDJ Management LLC for the SFD 72-Inch Butterfly Valve Redundancy and Seismic Resiliency Project. Commission testing of the hydraulic system was successfully completed on December 2nd.
  - SFD staff are preparing for the rainy season by cleaning out and removing debris in various drainages and catch basins within the Recreation area and along the East Road.
  - SFD staff are continuing to assist with various Felicia Fire clean up tasks.

- **Freeman Diversion, Saticoy, and El Rio Recharge Facilities**
  - District staff operated the Freeman Diversion throughout December, harvesting Santa Clara River flows and delivering surface water to El Rio, PTP and PV pipelines.
  - Saticoy's Desilt Project has concluded, and staff are currently awaiting sediment removal totals.
  - Saticoy staff replaced critical components to the Freeman Fish Wiper assembly as part of our winter preparations activities.

- Various clean-up and storm preparation activities are taking place around the Saticoy facility and the Freeman Diversion.
- Herbicide application tasks are ongoing and continuing near the Freeman Diversion, the Saticoy Spreading Grounds, the Noble Basins, and the North Bank.
- Various cleanup and storm preparation activities are ongoing at the Rose and Nobles Basins.
- Static water levels (distance of water from the well pad to the water table):

	2024	2023	2022
Saticoy	37’	28’	145’
El Rio	56’	71’	145’
PTP	76’-105’	80’-111’	145’176’

- **Oxnard-Hueneme (OH) Delivery System**
  - El Rio operators assisted with scheduled El Rio Booster Plant shutdown so multiple projects could be performed on the OH Pipeline, such as installation of new turnout valves and video inspection of pipeline interior.
  - El Rio operators assisted UWCD I&E team with completion of telemetry station for new Fe/Mn pressure relief valve.
  - El Rio operators completed troubleshooting Gas Eng. 4 priming issues by removing and installing refurbished air starter.
  - El Rio staff resolved numerous Booster Plant and OH well issues after an extreme high wind event.
  - El Rio operators made repairs to continuous monitoring analyzers at OH sample station 1 location.
  - El Rio operators put Fe/Mn Plant through new testing procedures when utilizing OH Wells 12 and 13.

- **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.

- **Pumping Trough Pipeline (PTP)**
  - During November, the PTP system demand was met with surface water and PTP wells.
  - UWCD staff conducted drone video footage of construction work for Recycle Water pipeline work on Laguna Rd.
  - El Rio operators performed monthly operational tests for the PTP emergency generators.

- El Rio operators began planning for the upcoming replacement of isolation valves on Sturgis Rd.

- **Control Systems**
  - We have replaced the VFD Cisco Catalyst 3560 Network Switch with an Ubiquiti USW Pro 24 to improve network reliability and security.
  - The team has completed the wiring for the new Endress+Hauser OH-MLM and connected head units to the meter.
  - We have completed the installation of the new OH-MLM Clamp-On Meter.
  - We began the initial phase for Pleasant Valley (PV) Clamp-On Meter Installation
  - We conducted the first successful test of the new elevated OH Well 13 valve at the Pressure Relief Station. The actuator opened and closed the valve.
  - The Control Systems team participated in SFD-Dam Safety Cross Training and introduced the new and revised SFD Emergency Power Generator SOP.
  - We have set up the new desk and workstation for our new Chief Operator Steven Torres.
  - We installed new electrical panel boxes for the Pressure Relief Station to power the equipment. This included pulling cable from the VFD building and laying new conduit.
  - We participated in the UWCD EOC Section Overview.
  - We welcome a new member to the Control Systems team, Luis Perez.
  - We elevated cabling at SFD between the Hydro Bldg. and Support Bldg. to accommodate boring operations and equipment upon Engineering's request.
  - Successfully Completed Genetec Enterprise Technician Training

- **Lake Piru Water System**
  - All chlorine residuals and turbidity readings for the drinking water system were within proper ranges for December.
  - 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.

2. <u>Operations and Maintenance Projects Update</u>

- El Rio completed the monthly DDW Drought Tolerance report.
- El Rio operators worked with HACH Co. technician on quarterly service of continuous monitoring water quality analyzers.
- Staff performed weed abatement at PTP and PV reservoirs.
- El Rio operators made operational adjustments to comply with Voltus Demand Respond energy curtailment for OH well field.
- El Rio staff began training the new interim Chief Water Treatment Operator on daily operations for OH, PTP and PV activities.

3. Other Operations and Maintenance Activities

- 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.
- The Annual 2024 Santa Felicia Dam / Saticoy Duty Operator - Dam Safety Cross-Training took place on Tuesday, November 19.
- Saticoy Staff assisted El Rio staff with the OH Pipeline Shut Down / Meter Replacement on the weekend of 11/23 - 11/24.

4. Safety and Training

- Staff attended a safety meeting that traffic safety.
- Tailgate safety meetings were conducted at all individual O&M field locations and the topics included refresher training on equipment used at the various O&M locations; specifically, tailgate safety meetings were conducted prior to every commencement of maintenance activities at the Freeman Diversion.

Attachment: Operations Log for November

United Water
CONSERVATION DISTRICT

Staff Report

To: **UWCD Board of Directors**

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

From: **Bernard Riedel Jr., Senior Park Ranger**

Date: **December 30, 2024 (January 8, 2025, meeting)**

Agenda Item: **4.2 Parks and Recreation Department Monthly Report**
Information item

Staff Recommendation:

The Board will receive and file this staff report from the Parks and Recreation Department regarding its activities for the month of December 2024.

Discussion:

December marks the slower season for the Lake Piru Recreation Area (LPRA), visitation has greatly reduced and there hasn't been any major events or incidents. Ranger staff continues to ensure the LPRA remains clean, accessible, and visually appealing to the public, and uses this slow time to work on various maintenance projects to ensure facilities are ready for the upcoming busier months.

On December 14th, Ranger staff participated in the Piru Christmas Parade. This annual Christmas celebration provides an opportunity to interact with the local community for Ranger staff. A patrol vehicle was decorated and staff handed out candy to the youth on the parade route.

Staff Tasks and Activity Highlights

- **December 14th**: Staff participated in the annual Piru Christmas Parade.
- **December 18th:** A production crew paid to film a music video at the LPRA.

Staff Training/Meetings/Events

- **Various dates:** Rangers completed training in case law, law enforcement policies and procedures, from District vendor Lexipol.
- **Various dates:** Rangers completed safety training from District vendor Target Solutions.

Revenue and Visitation Recap

2024 Day Use/Other Revenue Recap and Comparison	
2024 Day Use/Other Revenue (Jan 1 – December 30)	$530,620
2023 Day Use/Other Revenue (Jan 1 – December 30)	$401,517
Total Revenue Increase/Decrease from Prior Year	**$129,103**
Annual Increase/Decrease %	**32%**
2024 Camping Revenue Recap and Comparison	
2024 Camping Revenue (Jan 1 – December 30)	$562,628
2023 Camping Revenue (Jan 1 – December 30)	$557,334
Total Revenue Increase/Decrease from Prior Year	**$5,294**
Annual Increase/Decrease in %	**1%**
Total Combined Revenue Current and Previous Year Comparison (2024 vs. 2023)	
2024 All Revenue (Jan 1 – December 30)	$1,093,248
2023 All Revenue (Jan 1 – December 30)	$958,851
Total Revenue Increase from Prior Year	**$134,397**
Annual Increase/Decrease in %	**14%**

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	2,423	979	112	13
February	2,240	748	105	3
March	5,236	1,861	358	12
April	7,128	2,407	546	25
May	12,760	3,678	765	11
June	19,024	5,245	1,176	20
July	21,656	5,094	1,016	27
August	16,369	4,118	777	27
September	10,909	2,906	552	9
October	3,116	918	149	4
November	3,104	776	70	4
December	2,535	752	104	6
Total	**106,500**	**29,482**	**4,730**	**161**

Incidents

- Nothing significant to report.

Citations/Enforcement Summary

- Throughout November, no citations were issued for violations of District Ordinance 15 or for violations of the California Penal Code of the California Harbors and Navigation Code. It should be noted Ranger staff issued verbal warnings for violations of District ordinances and state laws.

Grants

- Nothing to report.

STAFF REPORT

To: **UWCD Board of Directors**

Through: Mauricio E. Guardado, Jr., General Manager
Dr. Maryam Bral, Assistant General Manager

From: Dr. Jason Sun, Supervisory Water Resources Engineer
Murray McEachron, Hydrologist Supervisor
John Lindquist, Water Resources Supervisor

Date: **December 30, 2024 (January 8, 2025, 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 a report on Water Resources Department activities for the month of December 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 Groundwater Sustainability Agency, and Mound Basin Groundwater Sustainability Agency).

Discussion:

Staff Activities

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

- Groundwater modeling:
  - Staff continued updating the groundwater model for the Fillmore-Piru Basins Groundwater Sustainability Agency (FPGSA).
  - Staff provided data to support the US Navy's contractor, Jacobs, in modeling shallow groundwater at NBVC-Ventura County (both the Point Mugu and Port Hueneme facilities).
  - Staff supported the OPV adjudication process.
  - Staff reviewed the contract for the West Las Posas Basin Optimization Yield study proposed by FCGMA.
- Hydrology:
  - Staff are monitoring and coordinating with the Operations Department for continued diversions after the conservation release.

- Staff continued to assist the Environmental Services and Engineering Departments in evaluating fish passage under consideration for United's Habitat Conservation Plan (HCP), particularly comments provided by NMFS and CDFW.
- Staff is coordinating the purchase of State Water that has been released from Pyramid to Lake Piru.
- Staff continue to provide information to the FPBGSA on technical issues.
- Staff continued collecting surface water data throughout the district's service area, following up with quality control, analysis, and reporting activities required or requested to support water resources management by United and other entities within our service area.
- Staff have been coordinating with DWR on the ending of the flood flow release from Castaic Lake on the behalf of the Down Stream Water Users Group.
- Staff worked on real-time data access for customers on the PTP system.
- Staff attended the Annual State Water Fall workshop in Sacramento.

- Hydrogeology:
  - Staff continued collecting groundwater elevation and quality data throughout the District's service area, following up with quality control, analysis, and reporting activities required to support water resources management by United and other entities within our service area.
  - Staff continued to participate in planning and execution of Phase 1 of the EBB Water Project at Navy Base Ventura County (NBVC) Point Mugu, including the following activities:
    - Processing of aquifer-testing data from the new EBB monitoring wells.
    - Coordinate with contractors and analytical laboratories to plan for the second round of sampling at the new EBB monitoring wells.
    - Coordinate with contractors and the US Navy to dispose of wastes from drilling and testing of new EBB monitoring wells.
    - Continue assisting with design of extraction wells.
    - Continue planning for execution of specific EBB project tasks required under the recently awarded $8.4 million grant from the State Water Resources Control Board (SWRCB), including establishment of technical and stakeholder advisory committees and meeting progress reporting requirements specified in the grant agreement.
  - Staff continued planning for support of the first 5-Year GSP Update effort for the Fillmore and Piru Basins.
  - Staff supported development of United's strategic plan update.

- Staff virtually met with data management system (DMS) vendors and held internal meetings to discuss potential applicability of their products to United's databases.
- Staff assisted with development of a template letter describing United's groundwater model and its suitability for evaluating sustainability of local groundwater basins, to potentially be used by outside agencies.
- Staff developed a list of priority tasks and accomplishments for 2024.
- Staff consulted with District legal counsel and responded to a subpoena to provide a deposition regarding groundwater quality data in Santa Paula basin.
- Staff met with Intera (a hydrogeology consulting firm) to discuss their experience with brackish-groundwater extraction systems.

- Outreach and Education
  - Staff gave a tour of the Saticoy Spreading Facility and extraction wells on December 6 to students in the Environmental Sampling and Analysis class at California State University, Northridge.

Fox Canyon Groundwater Management Agency (FCGMA)

Staff continue to participate in the FCGMA's groundwater sustainability planning and implementation efforts in the Oxnard and Pleasant 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 support 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 regular Board meeting planned for December 4 was cancelled. The FCGMA held a special Board meeting on December 13 which included the following notable agenda topics:

- The Board adopted a Resolution of Appreciation for past Board member David Borchard.
- The Board rescinded Resolution 2005-08 and adopted Resolution 2024-06, defining the function of the position of the Agency's Executive Officer.
- The Board approved the Five-Year Periodic Evaluations for the GSPs for the Pleasant Valley and Oxnard Basins, with amended language for the Pleasant Valley Basin evaluation as submitted by Board Member Trembley. The Board also authorized staff to submit the evaluations to DWR.

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. United staff also attended and, where appropriate, contributed to FPBGSA Board and Committee meetings, as follows:

Board of Directors meetings – The FPBGSA held a regular Board meeting on December 12, which included the following notable agenda topics:

- The Board received a presentation from consultant Daniel B. Stephens & Associates (DBS&A) on the Cienega Springs Groundwater Dependent Ecosystem Drought Refuge Pilot Project progress.

The next regular Board meeting is scheduled for January 16.

Mound Basin Groundwater Sustainability Agency (MBGSA)

Staff continue to participate in MBGSA activities supporting SGMA compliance and GSP implementation for the Mound basin. United staff also attended and, where appropriate, contributed to MBGSA Board and Committee meetings, as follows:

Board of Directors meetings – The MBGSA canceled their regular Board meeting scheduled for December 19.

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 submitted a draft version of the WY 2023 annual report for Santa Paula adjudicated basin to TAC members for their review.

STAFF REPORT

To: **UWCD Board of Directors**

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

From: Josh Perez, Chief Human Resources Officer
Brian 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: **December 30, 2024 (January 8, 2025, meeting)**

Agenda Item: **4.4 Administrative Services Department Monthly Report**
Information Item

Staff Recommendation:
Review this staff report from the Administrative Services Department of its highlights for December 2024.

Discussion:

Finance

- Concluded financial audit for fiscal year 2023-24
- Preparing Annual Comprehensive Financial Report for fiscal year 2023-24
- Preparing Zone A and Zone B forecasted rates for the next 15 years
- Conducting Prop 26 reviews for various United Water Conservation District projects
- Beginning the federal Water Infrastructure Finance and Innovation Act loan process for the Santa Felician Dam construction loan

Administrative Services

- Provided administrative assistance for drafting, finalizing, distributing/posting materials, and room setup for the Finance and Audit Committee meeting (Dec. 2) and the regular Board of Directors meeting (Dec. 10). Additionally, aided with providing administrative support to the Fillmore and Piru Basins Groundwater Sustainability Agency meeting (Dec. 12) held at the City of Fillmore's office. Also assisted with three internal meetings (Dec. 2, 18, and 19). Further, coordinated logistical support with room and beverage setup for the following outside agency meeting: California Avocado Commission (Dec. 17).

4.4 Administrative Services Department Monthly Report
Information Item

Human Resources

- Finalized selection and background processing of two Park Ranger Cadets slated for hire in January 2025 to backfill recent staff departures.
- Worked with Risk and Safety to improve security at the HQ office through several measures involving code entry.
- Met with managers regarding personnel requests in preparation for FY25-26 budget preparation.
- Discussed retirement planning with several staff members contemplating retirement in the next eighteen months. We expect four retirements next year based on preliminary conversations with staff.
- Coordinated with the Technology Systems team to coordinate delivery of our newly procured three leased copiers. These copiers will enhance the efficiency of our admin and finance teams and improve the quality of our prepared documents. We will accomplish this while also reducing costs, increasing print speed, reducing carbon footprint, and toner use. In addition, these new machines will also use less space in our facilities maximizing storage of other items.

Risk and Safety Management

- Held monthly safety meeting that focused on proper use of hand and power tools in the workplace.
- Coordinated noise dosimeter sampling for early January to set baseline for our hearing conservation program.

Technology Systems

- Infrastructure and Device Management:
    - Worked with various departments to continue enhancing hardware and to plan for future projects in 2025 and supported key meetings. The team also worked to ensure that the district remains on track for technological improvements heading into the new year. Upgraded devices eligible for technology refresh free of charge through our cell phone provider.

- Key Accomplishments in December:
    - Vendor Collaboration and Project Planning
        - Cadence Calls with IT Vendors: Conducted regular calls with various IT vendors to track progress across ongoing projects, software renewals, and upcoming initiatives.
        - SCADA Sensor Data Analytics: Held a call with Ranch Systems to discuss future projects involving SCADA sensor data. This project aims to provide PTP owners with access to analytics via a web-based portal.

        - ERP Vendor Meeting: Met with the ERP vendor to plan professional services for routine maintenance of the district's software products. These services will ensure the reliability and performance of critical systems.

- Network and Infrastructure Improvements
    - Network Discovery Services: Collaborated with an IT professional services vendor to develop a Statement of Work (SoW) for network discovery services. This initiative will include:
        - A comprehensive inventory of network assets.
        - Recommendations for upgrade paths to modernize the district's IT infrastructure.
    - Copier Machine Refresh: Delivered and installed new state-of-the-art copier machines to replace the older generation. These devices feature modernized designs and user-friendly interfaces, improving accessibility and productivity across departments.

- Specific Board Meeting or Technology Systems Support
    - Provided meeting support for UWCD Board of Directors and Committee meetings as well as hybrid meeting support for Fillmore and Piru Basins Groundwater Sustainability Agency at the City of Fillmore.

STAFF REPORT

To: **UWCD Board of Directors**

Through: Mauricio E. Guardado Jr., General Manager
Maryam A. Bral, Assistant General Manager

From: Robert J. Richardson, Engineering Manager
Nathan Summerville, Senior Engineer

Date: **December 18, 2024 (January 8, 2024, meeting)**

Agenda Item: **4.5 Engineering Department Monthly Report**
Information item

Staff Recommendation:
Receive this summary report from the Engineering Department regarding its activities for the end of November through December 2024. Please refer to the end of the report for a list of acronyms.

Discussion:

1. Santa Felicia Dam Safety Improvement Project
   - FERC General Compliance
     - November 30 – Staff e-filed the final HHA and PSHA with FERC
     - End of December – Staff e-filed the 2024 EAP Status Report, DSSMR, and ASCC with FERC.
   - Outlet Works Improvement Project
     - December 2 - 72" Butterfly Valve Redundant HPU successfully commissioned.
     - December 12 – Site visit to review sloping intake geologic features with DSOD and GEI (see ***Figure 1*** and ***Figure 2***).
   - Spillway Improvement Project
     - November 26 - A construction Agreement in the amount of $48,497.70 with MDJ for the 2024 Santa Felicia Dam Spillway Waterproofing Project was executed by the Assistant General Manager.
     - December 2 – Notice to Proceed for the 2024 Spillway Waterproofing Project issued.
   - Grants: See the Grants section as part of this report.

2. Lake Piru Recreation Area FIP
   - November 25 – Continued to advance Lake Piru Recreation Area FIP by assessing CUP conditions, discussing existing water treatment plant operations with Stantec, the design engineer, reviewing and providing comments on the geotechnical report, and coordinating with Santa Barbara Parks & Recreation staff on a potential site visit of yurts at Lake Cachuma.
   - December 19 – Conducted a site visit with Gordian and a potential contractor to develop the scope of work and cost proposal for the Lower Olive Grove Restroom rehabilitation project.

3. Freeman Diversion Expansion
   - Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.

4. Freeman Conveyance System Upgrade – Freeman to Ferro
   - Inverted Siphon Replacement
     - December 5 - Staff prepared an end-of-water year report on the DWR's FDRE Initiative for the Canal Bypass Pumping that was completed on September 9, 2024.
   - Three Barrel Culvert Replacement
     - December 13 – USACE responded to the District's 408 application.
     - See Motion Item related to Amendment No. 5 with NHC.
   - Vineyard Avenue Crossing
     - December 5 - A Ventura County Well Permit Application for two test bores was executed by United to enable HDR to conduct a geotechnical investigation in support of the Groundwater Recharge Capacity Expansion Project - Noble to Ferro.
   - Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.

5. SWP Interconnection Pipeline Project
   - December 5 – The City of Ventura's consultant (Stantec) is planning to mobilize to conduct cultural resources shovel test pits along the alignment of the proposed State Water Interconnection Project.
   - December 13 – Staff continued to collaborate with the City of Ventura on the project. The pipeline will cross under the Santa Clara River and through the access roads of the District's Ferro and Noble 3 basins. The 100% design is now complete, and Staff continues to collaborate with its partner agencies.

6. El Rio Water Treatment and Groundwater Facility
   - December 5 - Agreement with Beacon West Energy Group LLC for Professional Electrical Engineering Consultation Services for a Feasibility Study to replace the Gas-Driven Booster Pumps at the El Rio Water Treatment and Groundwater Facility was executed by the Assistant General Manager in the amount of $84,190.
   - December 10 – Kick-off meeting and site visit with Beacon West Energy Group with engineering and O&M staff.

7. Iron and Manganese Treatment Facility
   - November 26 – Staff met with OLDCC staff to discuss grant close-out procedures for the DCIP grant.
   - December 5 – Staff and GSE reached an agreement on the final accounting and close out of the project. Staff and GSE agreed to set the start date for the 10-year tank warranty on April 11, 2024.
   - December 6 - Received unstamped/unsigned as-built drawings from K/J. Staff reviewed as-built drawings for completeness.
   - December 10 – Staff met with OLDCC staff to discuss final accounting and clarify non-Federal amount.

8. OH Pipeline Shutdown (November 23-26)
   - November 27 – Staff continued to update record drawings related to the OH Pipeline shutdown on November 23 through 26, which included Cal-Am emergency interconnections at two locations off the OH pipeline and new valve and meter installations by the District at various locations.

9. Rice Avenue Grade Separation Project and Impact on PTP
   - Staff coordinated a follow-up meeting with K/J, who designed the utility relocations and PTP pipeline reinforcement in response to the Project impacts on the PTP system. K/J will provide engineering support services to the District during the construction of the Project.

10. PTP Metering Improvement Project
    - December 4 – Internal meeting with Finance and Water Resources staff to discuss Ranch System proposal for PTP turnout user interface that would provide real-time flow, totalization, and conductivity to users at an estimated cost of $180/yr per turnout.

11. PTP Recycled Water Connection – Laguna Road Pipeline Project
    - November 25 - Laguna Road potholing was completed by Toro at PTP POC and at Wood Road.

- November 25 – Engineering and Water Resources staff located a temporary GW well and took measurements of current GW conditions. Data was forwarded to MottMac to be distributed to Toro.
- December 2 - UWCD rejected Toro's request for the HDD realignment.
- December 2 - Toro mobilized to the designated staging area (VCWPD property) and began setting up BMPs. Toro installed a project sign on the existing VCWPD property fence.
- December 4 - Toro north shoulder grading and pavement completed (hot mix asphalt). Received written approval from landowners regarding Laguna Road tree-trimming (VCPWA added tree-trimming to existing encroachment permit).
- December 13 – Conductor Casing Pit 1 (east) excavation and shoring completed. Sixty (60) feet of 36-inch casing was installed (see ***Figure 4***).

12. Extraction Barrier and Brackish Water Treatment Project
    - Continued solicitation requesting bids for potholing to advance pipeline design.
    - Continued solicitation requesting proposals to conduct power study to advance electrical design.
    - K/J continued to prepare 30% design documents.
    - December 9 – UWCD met with Navy staff and discussed the February 5-6 CalDesal Annual Conference and letter of request for Phase 1 outgrant easement.
    - CEQA/NEPA/Permits: Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.
    - Geotech/Hydrogeology: Please see the Monthly Water Resources Department Report for updates on the construction of new monitoring wells.
    - Grants: See the Grants section as part of this report.

13. Asset Management/ CMMS System
    - Continued to review asset management pilot proposals from two prospective consultants.

14. Grants:
    - Staff participated in OLDCC-hosted DCIP listening sessions.
    - December 12 – GTF, Engineering, and Water Resources staff met with the NBVC Community Planning Liaison Officer regarding the FY25 DCIP grant.

15. Training and Conferences
    - December 3-5: Maryam Bral attended the 2024 ACWA Fall Conference and Expo in Palm Desert, CA, and presented/participated in the Water Supply in Dry Times – Region 5 Panel. See **Figure *2***.

16. Public Outreach
    - December 5 – Staff attended the RDP Meeting at the Ventura County Government Center.

Figure 1 - Site Visit with DSOD, GEI, and District Staff on December 12.

Figure 2 - Site Visit with DSOD, GEI, and District Staff on December 12.

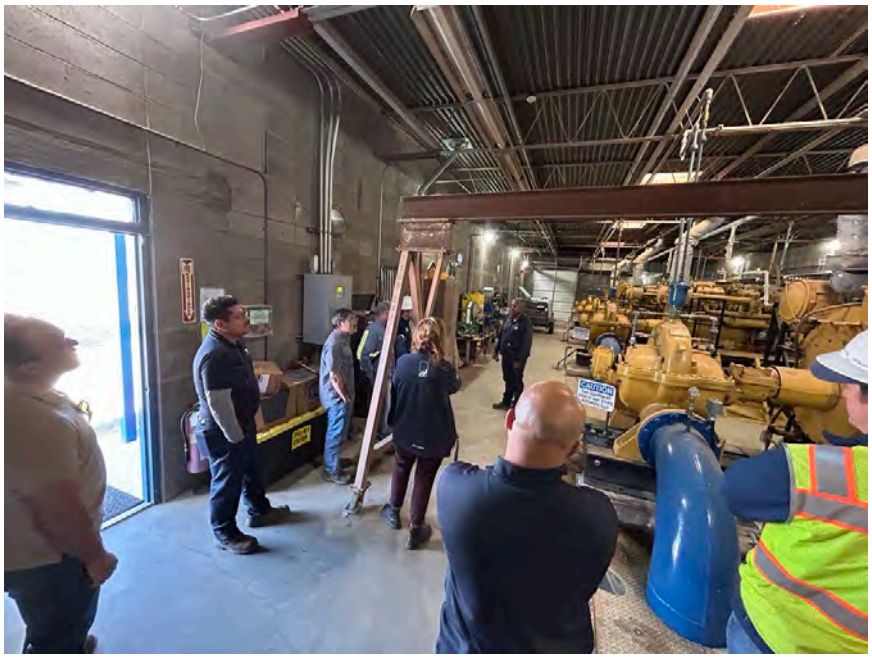


Figure 3 - Kick-off Meeting and Site Visit with Beacon West Energy Group, LLC

Figure 4 - Conductor Casing Pit 1 (East) Installation - Laguna Road Recycled Water Pipeline (December 13)

Figure 5 - Maryam Bral participating in the Water Supply in Dry Times – Region 5 Panel at ACWA's 2024 Fall Conference on December 5, 2024.

Acronym Index

Acronym	Definition
AALRR	Atkinson, Andelson, Loya, Ruud & Romo Law Firm
AgWUE	Agricultural Water Use Efficiency
AM	Asset Management
APWA	American Public Works Association
ASCC	Annual Security Compliance Certification
BA	Biological Assessment
BFV	Butterfly Valve
BMP	Best Management Practice
BOC	Board of Consultants
BOD	Board of Directors
BRIC	Building Resilient Infrastructure and Communities
BWRDF	Brackish Water Reclamation Demonstration Facility
BV	Black & Veatch
CalAm	California American Water
Calboring	California Boring
Cal-OSHA	California Division of Occupational Safety and Health
CEQA	California Environmental Quality Act
CNRSW	Commander Navy Region Southwest
CoLAB	Ventura County Coalition of Labor Agriculture and Business
CPUC	California Public Utilities Commission
CUP	Conditional Use Permit
DBW	Division of Boating and Waterways
DCIP	Defense Community Infrastructure Program
DDW	Division of Drinking Water
DFA	Division of Financial Assistance
DPP	Drilling Program Plan
DSOD	Division of Safety of Dams
DSSMR	Dam Safety Surveillance and Monitoring Report
DWPR	Drinking Water Purification Research Program
DWR	California Department of Water Resources
EAP	Emergency Action Plan
EBB	Extraction Barrier and Brackish
ESA	Environmental Science Associates
ESD	Environmental Services Department
FCGMA	Fox Canyon Groundwater Management Agency

Acronym	Definition
FDRE	Flood Diversion and Recharge Enhancement
FEMA	Federal Emergency Management Agency
FERC	Federal Regulatory Commission
FGL	Fruit Growers Laboratory
FIP	Facility Improvement Project
FMA	Flood Mitigation Assistance
GEI	GEI Consultants
GF	Gannett Fleming
GHD	GHD Group
GPRS	Ground Penetrating Radar Systems, LLC
GSE	GSE Construction Company, Inc.
GTF	Grant Task Force
GW	Ground Water
GWGP	Groundwater Grant Program
HHA	Hydraulic Hazard Analysis
HDD	Horizontal Directional Drilling
HPU	Hydraulic Power Unit
ICF	Intake Control Facility
IRWM	Integrated Water Management Plan
IS-MND	Initial Study/Mitigated Negative Declaration
K/J	Kennedy Jenks Consultants
MDJ	MDJ Management, LLC
MKN	MKN & Associates
MNS	MNS Engineers, Inc.
MottMac	Mott MacDonald
NAVFAC	Naval Facilities Engineering Systems Command
NAVFAC EXWC	Naval Facilities Engineering and Expeditionary Warfare Center
NBVC	Naval Base Ventura County
NEPA	National Environmental Policy Act
NHC	Northwest Hydraulic Consultants
NMFS	National Marine Fisheries Service
NOI	Notice of Interest
NRCS	Natural Resources Conservation Service
O&M	Operations and Maintenance
OH	Oxnard-Hueneme
OLDCC	Office of Local Defense and Community Cooperation
OMMP	Operation, Maintenance, and Monitoring Plan

Acronym	Definition
PCSA	Professional Consulting Services Agreement
PDM	Pre-Disaster Mitigation
PFMA	Potential Failure Mode Analysis
PHWA	Port Hueneme Water Agency
POC	Point of Connection
PSHA	Probabilistic Seismic Hazard Analysis
PTP	Pumping Trough Pipeline
PVWCD	Pleasant Valley County Water District
QCIP	Quality Control and Inspection Program
RDP	Regional Defense Partnership
REPI	Readiness and Environmental Protection Integration
RFI	Request for Information
RFP	Request for Proposals
SAG	Stakeholder Advisory Group
SAME	Society of American Military Engineers
SFD	Santa Felicia Dam
SGMA	Sustainable Groundwater Management Act
SIP	Safety Improvement Plan
SWRCB	State Water Resources Control Board
TAC	Technical Advisory Committee
TCP	Traffic Control Plan
TM	Technical Memorandum
Toro	Toro Enterprises, Inc.
Trussell	Trussell Technologies, Inc.
USACE	United States Army Corps of Engineers
USBR	United States Bureau of Reclamation
USDA	United States Department of Agriculture
USFW	U.S. Fish and Wildlife
VCPWA	Ventura County Public Works Agency
VCWPD	Ventura County Watershed Protection District
VFD	Variable Frequency Drive
WM	Waste Management
WTP	Water Treatment Plant
WUE	Water Use Efficiency

STAFF REPORT

To: **UWCD Board of Directors**

Through: Mauricio E. Guardado, Jr., General Manager
Anthony A. Emmert, Assistant General Manager
Dr. Maryam Bral, Assistant General Manager

From: Marissa Caringella, Environmental Services Manager

Date: **December 17, 2024 (January 8, 2025, meeting)**

Agenda Item: **4.6 Environmental Services Department Monthly Report**
Information Item

Staff Recommendation:
Receive this summary report from the Environmental Services Department staff regarding its activities for the month of December 2024.

Discussion:

1. Santa Felicia Project Operations and Federal Energy Regulatory Commission License Support

   Santa Felicia Dam Safety Improvement Project

   On November 18, 2024, the Federal Energy Regulatory Commission (FERC) asked United Water Conservation District (United) to submit supplemental draft environmental protection measure plans to support the September 30, 2024, Santa Felicia Dam Safety Improvement Project (SFDSIP) Endangered Species Act Section 7 National Marine Fisheries Service (NMFS) consultation package submittal. On December 5, 2024, United filed the requested plans. On December 6, 2024, FERC requested additional information, and on December 10, 2024, United met with FERC staff to discuss and clarify the request.

   Water Release Plan and Water Release and Ramping Rate Implementation Plan

   Under the Water Release Plan and FERC license for the Santa Felicia Project, United is required to make certain water releases from 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. The measured cumulative rainfall for the current water year has exceeded the triggers for enhanced habitat water releases through October 1, 2024. The minimum required habitat water release from June 1 through October 1, 2024, was nine cubic feet per second (cfs). The minimum required water release from October 2, 2024, through January 1, 2025, is seven cfs.

Habitat Improvement Plan

On September 4, 2024, United submitted a revised draft of the Lower Piru Creek Habitat Improvement Plan (HIP) and response to comments to NMFS for review and approval. NMFS' review and approval are required prior to FERC's approval of the HIP. NMFS requested a technical meeting with Untied staff to discuss the revised draft. On December 5, 2024, United staff participated in a technical workshop with NMFS and FERC staff to discuss the plan. An additional technical meeting will be held in 2025 to continue the technical discussion. FERC requested that United file the December 5, 2024, meeting minutes, a proposed schedule, and a scheduled date for the follow up meeting by January 3, 2025.

Santa Felicia Whitewater Boating Access – Lake Piru Recreation Area

On December 13, 2024, United submitted the draft 2024 Annual Whitewater Boating Access Monitoring Report to stakeholders including the U.S. Forest Service, California State Parks, the Sierra Club, Los Angeles Kayak Club, and American Whitewater. Stakeholders have 30 days to provide comments prior to the report being finalized and filed with FERC.

Lake and Streambed Alteration Agreement – Lake Piru Recreation Area

On December 31, 2024, Environmental Services (ES) staff submitted the 2024 Annual Report covering activities under the California Department of Fish and Wildlife (CDFW) Lake and Streambed Alteration Agreement (LSAA) General Maintenance Permit at the Lake Piru Recreation Area. The report details routine maintenance activities conducted at the Lake Piru Recreation Area and Santa Felicia Dam between January 1 and December 31, 2024.

Arroyo Toad Protection Plan and Revised Lower Piru Creek Herpetological Monitoring Plan

On December 31, 2024, ES staff submitted the 2024 combined annual report for the FERC Arroyo Toad Protection Plan and Revised Lower Piru Creek Herpetological Monitoring Plan. This report details the activities conducted under each of these plans between January 1 and December 31, 2024, including aquatic exotic species removal below Santa Felicia Dam.

Santa Felicia Fish Passage Pre-implementation Studies

On December 30, 2024, ES staff submitted an information update to FERC regarding the status of the Santa Felicia Fish Passage Pre-implementation Studies. This update included a summary of preliminary data collected in 2024 and prior project phases, a summary of the project deliverables currently in development, and an anticipated timeline for upcoming agency consultation (FERC, NMFS, CDFW, U.S. Department of Fish and Wildlife, and U.S. Forest Service). United anticipates the project deliverables will be finalized in June 2025.

Historic Properties Management Plan

On November 26, 2024, ES staff filed a Supplemental Status Update supporting the 2024 Historic Properties Management Plan (HPMP) Annual Report filed with FERC on September 30, 2024. The annual report documented all work conducted under the HPMP within the reporting period of October 1, 2023, through September 30, 2024, including built environment property findings, activity specific cultural resource surveys, a summary of conducted screened activities, and a summary of exempt work activities conducted utilizing cultural resource avoidance and mitigation measures. This completes the 2024 HPMP annual reporting.

2. Freeman Diversion Operations

During the month of December, ES staff supported Freeman Diversion operations and maintenance activities by coordinating with resource agencies as needed, assisting with fish ladder operations and sediment management activities, conducting surveys of dewatered areas, and providing on-site biological monitoring.

On December 16, 2024, the District finalized the CDFW LSAA for Freeman Diversion routine maintenance activities including vegetation control, in-kind repair of riprap and roads, and desilting basin maintenance. The new permit has a five-year term expiring December 13, 2029.

3. Quagga Mussel Management

Throughout the month of December, ES staff continued conducting quagga mussel monitoring activities on Lake Piru, lower Piru Creek, and the spillway pool in accordance with the Quagga Mussel Monitoring and Control Plan (QMMCP). Also, staff continued quagga mussel veliger (larva) sampling in United's lower system. United staff continue to meet and coordinate regularly with Pleasant Valley County Water District.

4. Grant Efforts

During the month of December, United provided the U.S. Bureau of Reclamation (USBR) additional information requested in relation to the awarded $20 million WaterSMART grant for the hardened ramp fish passage facility. Coordination with USBR is ongoing regarding the execution of a grant agreement.

5. Miscellaneous

On December 4, 2024, United submitted a letter to the California Fish and Game Commission and CDFW including supplemental *O. mykiss* survey data and an update on the Cramer Fish Sciences southern California steelhead lifecycle model acceptance for publication. This letter follows similar supplemental data submissions by United in June and August of 2024.

On December 10, 2024, ES staff submitted special-status species observations to the California Natural Diversity Database (CNDDB) for the 2024 calendar year.

On December 11 and 12, 2024, ES staff virtually attended the 8th Annual Information Exchange of the Pacific Lamprey Conservation Initiative, an annual conference hosted by the interagency cooperative (governmental, tribal, non-governmental, and private organizations) focused on pacific lamprey conservation.