



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

General Manager
Mauricio Guardado

Legal Counsel
David D. Boyer

AGENDA REGULAR BOARD MEETING

Wednesday, April 9, 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.

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 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.

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

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

**2.7 Financial Audit Report Presentation
Information Item**

Receive a presentation from Certified Public Accountant Ryan Domino Partner at LSL of the District's Annual Financial Audit for Fiscal Year 2023-24.

**2.8 Fiscal Year 2025-2026 Proposed Budget Review Presentation
Information Item**

Receive a presentation from the Chief Financial Officer of the proposed Fiscal Year 2025-26 Budget.

**2.9 CV Strategies Marketing Plan and Public Outreach Presentation
Information Item**

Receive a presentation from CV Strategies' Chief Strategy Officer Tara Bravo regarding a proposed marketing plan and public outreach.

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 March 12, 2025 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 (February 2025)
Information Item**

Review the most current investment report for the month ending February 28, 2025.

**3.4 Request from Durango Harvest Inc. for a Payment Plan
Motion**

Approve a request from Durango Harvest Inc. to enter a payment plan for groundwater extraction charges of \$5,903.42 incurred from the billing period of July 1, 2024, to December 31, 2024.

4. MONTHLY REPORTS BY DEPARTMENT

**4.1 Operations and Maintenance Department Monthly Report
Craig Morgan, Chief Operations Officer
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 Recreation Department Monthly Report
Anthony Emmert, Assistant General Manager
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, Water Resources Supervisor
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 models and modeling efforts; reservoir releases; import of State Water Project (SWP) water; support of diversion and recharge operations; evaluation of groundwater conditions; estimates of available Forebay storage; support during development and implementation of water supply and sustainability projects; outreach and education; and engagement with Groundwater Sustainability Agencies, Technical Advisory Committees, and other user groups or governmental agencies involved in local and regional water-resource issues.

4.4 Administrative Services Department Monthly Report
Josh Perez, Chief Human Resources Officer and Brian Zahn, Chief Financial Officer
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, Assistant General Manager
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, Environmental Services Manager
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, monitoring efforts, water releases and increased State Water imports, Freeman Diversion fish ladder and sediment management operations, compliance with the District's FERC license, actions associated with the federal and state Endangered Species Acts, compliance with the California Environmental Quality and National Environmental Policy Acts, and support of local, state, and federal environmental and cultural permitting needs for District projects and operations.

5. MOTION ITEMS

5.1 Resolution Requesting the Approval of the Proposed Changes to the Engineering Projects Administration Policy

Motion

Adopt a Resolution approving the proposed changes to the Engineering Projects Administration Policy.

5.2 Authorize the General Manager to Sign a Professional Consulting Services Agreement with GEI Consultants, Inc. in the amount of \$966,700 for Design Consulting Services in Connection with the Freeman Diversion Expansion Project

Motion

Authorize the General Manager to sign a Professional Consulting Services Agreement with GEI Consultants, Inc. in the amount of \$966,700 for design consulting services in connection with the Freeman Diversion Expansion Project (CIP 8001).

5.3 Authorize the General Manager to Execute the Short-Term Recycled Water Purchase Agreement for Operational Testing with Pleasant Valley County Water District

Motion

Authorize the General Manager to finalize the terms and conditions and execute the Short-Term Recycled Water Purchase Agreement for Operational Testing between the Pleasant Valley County Water District and United Water Conservation District.

6. PUBLIC HEARING ITEM

6.1 Opening of Annual Groundwater Hearing to Accept Comment on Groundwater Conditions within the District

In accordance with the District's principal act in the California Water Code, the Board annually conducts a public hearing to consider the conditions of groundwater resources within the District. An "Annual Investigation and Report of Groundwater Conditions" was submitted to the Secretary/Treasurer of the Board on March 10, 2025 and has been available for public review and comment. This hearing will be opened and continued to the regular May 21, 2025, and June 11, 2025 Board meetings. At this meeting, staff will give a report about current groundwater conditions, and members of the public will be permitted to give testimony. At its June 11, 2025 meeting, the Board may choose to close the hearing and consider the establishment of zones and the levying of groundwater extraction charges in those zones.

Public comment will be accepted at this time and at each of the public hearing dates.

No Board decisions will be made until the final hearing on June 11, 2025.

7. FUTURE AGENDA ITEMS

8. 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: 
for Mauricio Guardado, General Manager

This agenda was posted Wednesday, April 2, 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)

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.
- C. United Water Conservation District v United States, U.S. Court of Federal Claims, Case No. 22-542L; Complaint for Just Compensation under the 5th Amendment.



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager

From: Tracy J. Oehler, Clerk of the Board

Date: March 28, 2025 (April 9, 2025 Meeting)

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

Staff Recommendation:

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

Discussion:

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

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

Attachment(s):

A – Directors' Monthly Activities Reports

Board of Directors
Activities and Expenses for Month 2 Year 25

Due on last day of month

Director: Mohammed Hasan, P.E.

1. UWCD Board Meetings Regular, special or emergency meetings.		Date	Mileage	
		2-3	12	✓
		2-12	12	✓
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location	Date	Mileage	
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	
	Ventura River watershed council	2-6	-	✓
	AWA VC			
	SDLA	2-19 and 2-20	-	✓
5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above 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	
	Groundbreaking Rice Ave.	2-21	14	✓
	Ventura Water Commission	2-24	15	✓
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	
	Director Cole, Casitas MWD meeting	2-28	9	✓
8. Public meetings hosted by District regarding District matters Such as Section 10 HCP, Vern Freeman Fish Panel.	Meeting Description & Location	Date	Mileage	

Board of Directors
Per Diem and Expenses for Month 2 Year 25

Due on last day of month

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

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

* attach all receipts

This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	<u>8</u>	x \$260	\$ <u>2,080</u>
**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	<u>02</u>	x \$0.67/mile	\$ <u>43.40</u>
Total other expenses		<u>.70</u>	\$
TOTAL MILEAGE AND OTHER EXPENSES			\$ <u>2,173.40</u>

Director Signature Mohammed Hassan Date: 3-2-25

General Manager Signature [Signature] Date: 3/10/25

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

Board of Directors
Activities and Expenses for Month March **Year** 2025

Due on last day of month

Director: Steve Huber

1. UWCD Board Meetings Regular, special or emergency meetings.			Date	Mileage	
			3/12 (Reg)	8	✓
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location		Date	Mileage	
	Finance-Audit/ HQ BDRM		3/3	8	✓
	Groundwater/ HQ BDRM		3/4	8	✓
	<i>Water Resources</i>				
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	
	AWAVC Waterwise BFAST/HQ		3/20	8	✓
	ADC National Summit/Wash DC		3/30-3/31		✓
5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above meetings.	Entity Name & Location		Date	Mileage	
	RDP / County Govt Ctr		3/6	10	✓
	RDP DC Trip Coord/HQ - 3/4 - NA				
	AWAVC BOD/HQ BDRM - 3/6 - NA				
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	
	<i>57 GSA with HQ</i>		3/26	8	✓
	<i>TOUR</i>				
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
Per Diem and Expenses for Month March **Year** 2025

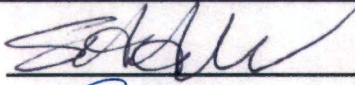
Due on last day of month

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

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

* attach all receipts

This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	<u>7</u>	x \$260	\$ <u>1820</u>
**not to exceed 10 meetings and \$2,600. per month or 1 meeting per day			
Total days of travel	<u>1</u>	x \$100.00/day	<u>100</u> -
Total # of miles	<u>50</u>	x \$0.67/mile	\$ <u>35</u> -
Total other expenses			<u>170</u>
TOTAL MILEAGE AND OTHER EXPENSES			\$ <u>2005</u> - ✓

Director Signature  Date: 3/26/2025

General Manager Signature  FOR MEG Date: 31 Mar 2025

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



STAFF REPORT

To: UWCD Board of Directors

From: Mauricio Guardado, General Manager

Date: March 28, 2025 (April 9, 2025 Meeting)

Agenda Item: 2.6 General Manager's Report
Information Item

Staff Recommendation:

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

Discussion:

The General Manager's primary responsibility is to ensure that the policies and directions of the Board of Directors are adhered to as he oversees and manages the efforts of the department managers and their staff in the day-to-day operation and administration of the District. 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 Guardado, General Manager

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

Date: March 28, 2025 (April 9, 2025 meeting)

Agenda Item: 3.1 Approval of the March 12, 2025 Regular Meeting Minutes
Motion

Staff Recommendation:
Approve the minutes.

Attachment(s):
A – March 12, 2025 Regular Meeting Minutes



ATTACHMENT A

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

General Manager
Mauricio Guardado

Legal Counsel
David D. Boyer

MINUTES REGULAR BOARD MEETING

Wednesday, March 12, 2025, 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:** 12:00 p.m.
Items to be discussed in Executive (Closed) Session will be announced.
 - 1.1 **Public Comments:** None
 - 1.2 **Executive (Closed) Session:** 12:02 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:** 2:21 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 consent calendar.
Vote: Ayes: Ford, Huber, Hasan, Jones, Keeling, Kimball, and Maulhardt;
Noes: None; Absent: None
 - 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**
Received and filed.

2.6 General Manager's Report

Received and filed.

2.7 Administer Peace Officers Oath of Office for Park Rangers

Clerk of the Board Tracy Oehler administered the Oath of Office to Park Rangers Jerrett Howery and Paul Reynoso.

3. CONSENT CALENDAR

Action: M/S/C (Hasan/Keeling) to pull Agenda Item No. 3.5 Adopt a Resolution Authorizing the General Manager as the District's Authorized Agent for Purposes of Obtaining Federal Assistance Provided by the Federal Department of Homeland Security and Subgranted through the California Governor's Office of Emergency Services Fiscal Years 2022/2023 State and Local Cybersecurity Grant Program from the consent calendar for individual consideration.

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

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

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

3.1 Approval of the February 12, 2025 Regular Meeting Minutes

Approved the minutes.

3.2 Groundwater Basin Status Reports

Received and filed.

3.3 Investment Monthly Report (January 2025)

Received and filed.

3.4 Approve an Addendum to the Final Initial Study – Mitigated Negative Declaration for the Pothole Trailhead Parking Area Project

Approved an Addendum to the Final Initial Study – Mitigated Negative Declaration for the Pothole Trailhead Parking Area Project and direct staff to include the addendum as part of CEQA documentation for the Project in accordance with CEQA guidelines.

4. MONTHLY REPORTS BY DEPARTMENT

4.1 Operations and Maintenance Department Monthly Report

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

4.2 Recreation Department Monthly Report

Senior Park Ranger Bernie Riedel 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 Bram Sercu and Water Resources Supervisor John Lindquist gave a 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

Engineering Manager Robert Richardson and gave a presentation; received and filed.

4.6 Environmental Services Department Monthly Report

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

5. MOTION ITEMS

***3.5 Adopt a Resolution Authorizing the General Manager as the District's Authorized Agent for Purposes of Obtaining Federal Assistance Provided by the Federal Department of Homeland Security and Subgranted through the California Governor's Office of Emergency Services Fiscal Years 2022/2023 State and Local Cybersecurity Grant Program**

Action: M/S/C (Hasan/Jones) to adopt a Resolution authorizing the General Manager as the District's authorized agent for purposes of obtaining federal assistance provided by the Federal Department of Homeland Security and Subgranted through the California Governor's Office of Emergency Services for Fiscal Years 2022/2023 State and Local Cybersecurity Grant Program, Grant Subaward Number 2023-9999. **RESOLUTION NO. 2025-03**

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

5.1 2025 Richard V. Laubacher Water Conservation Award

Action: M/S/C (Huber/Ford) nominating Option A - Regional Defense Partnership as the recipient of the 2025 Richard V. Laubacher Water Conservation Award.

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

5.2 Adopt a Resolution Supporting Scott Quady of Calleguas Municipal Water District to the Association of California Water Agencies-Joint Powers Insurance Authority Executive Committee

Action: M/S/C (Hasan/Huber) to adopt a Resolution supporting the nomination of Scott Quady of Calleguas Municipal Water District to the Association of California Water Agencies-Joint Powers Insurance Authority Executive Committee. **RESOLUTION NO. 2025-04**

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

5.3 Adopt a Resolution in Support of the State Water Project Delta Conveyance Facilities Funding Request to Continue Planning and Design Work

Action: M/S/C (Hasan/Kimball) to adopt a Resolution directing the Ventura County Watershed Protection District to execute a Contribution or Advance of Money for Delta Conveyance Planning Activities Letter as per the Agreement for the Advance or Contribution of Money to the California Department of Water Resources by the Ventura County Watershed Protection District for Preliminary Planning and Design Costs Related to a Potential Delta Conveyance Project on behalf of United Water Conservation District. **RESOLUTION NO. 2025-05**

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

6. FUTURE AGENDA ITEMS

7. ADJOURNMENT

The meeting was adjourned at 4:08 p.m.

I certify that the above is a true and correct copy of the minutes of the UWCD Board of Directors meeting of March 12, 2025.

ATTEST: _____
Gordon Kimball, Board Secretary

ATTEST: _____
Tracy J. Oehler, Clerk of the Board

*Agenda item heard out of order.

**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)

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.



1



2

Lake Piru



3

3

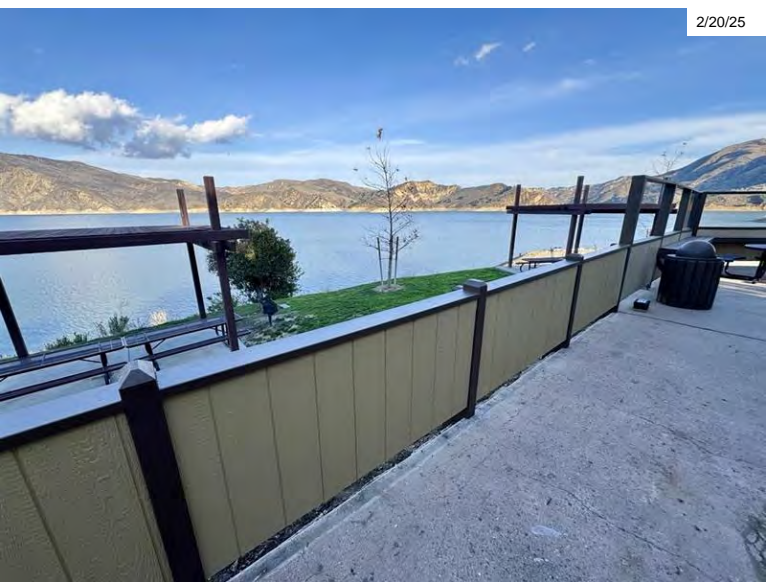
Juan Fernandez Swim Beach



4

4

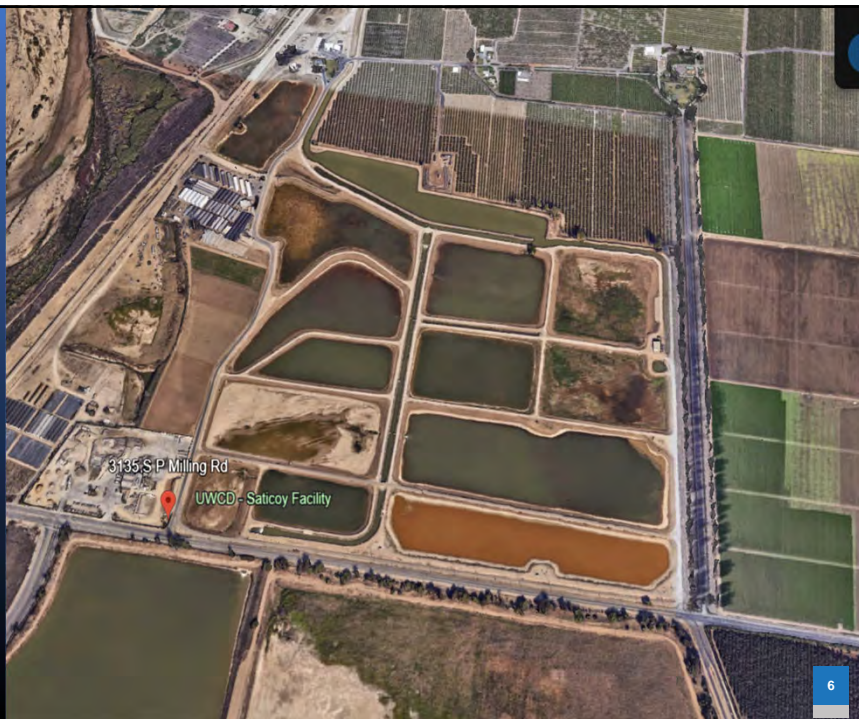
Condor Point Store



5

5

Saticoy Spreading Basins



6

6

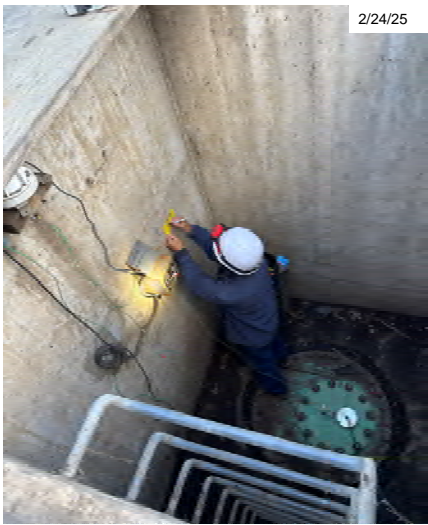
Saticoy Spreading Basins



7

7

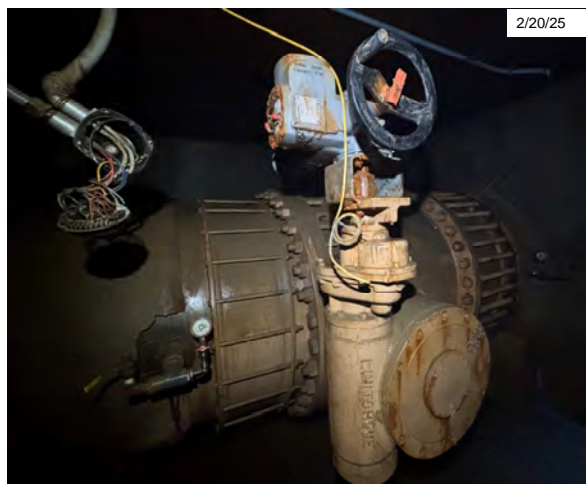
Meter Replacement



8

8

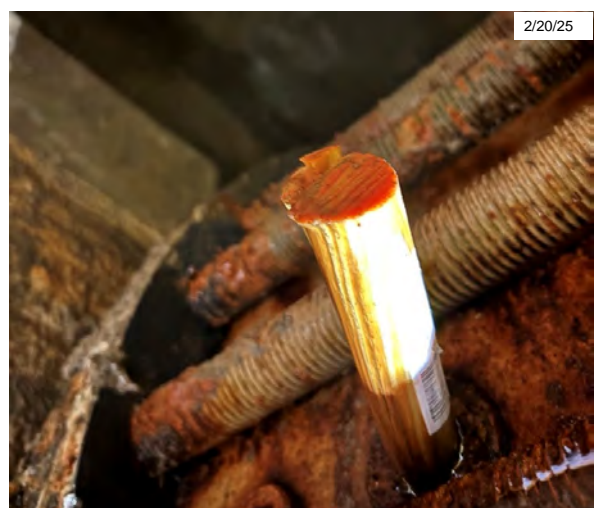
PV Isolation Vault



9

9

PV Isolation Vault Continued



10

10

Staff Training



Questions?





WATER RESOURCES DEPARTMENT UPDATE

UWCD Board of Directors Meeting
March 12, 2025



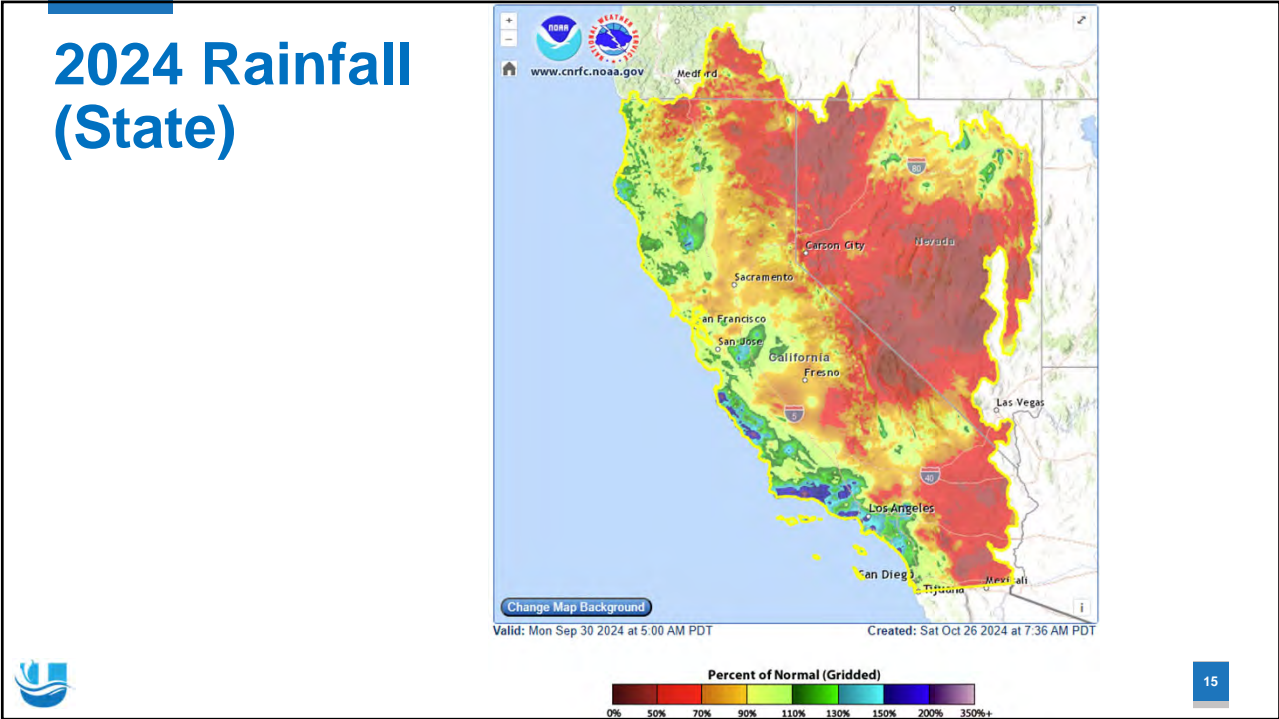
13

2024 YEAR-END SUMMARY OF HYDROLOGIC AND HYDROGEOLOGIC CONDITIONS WITHIN UNITED'S SERVICE AREA

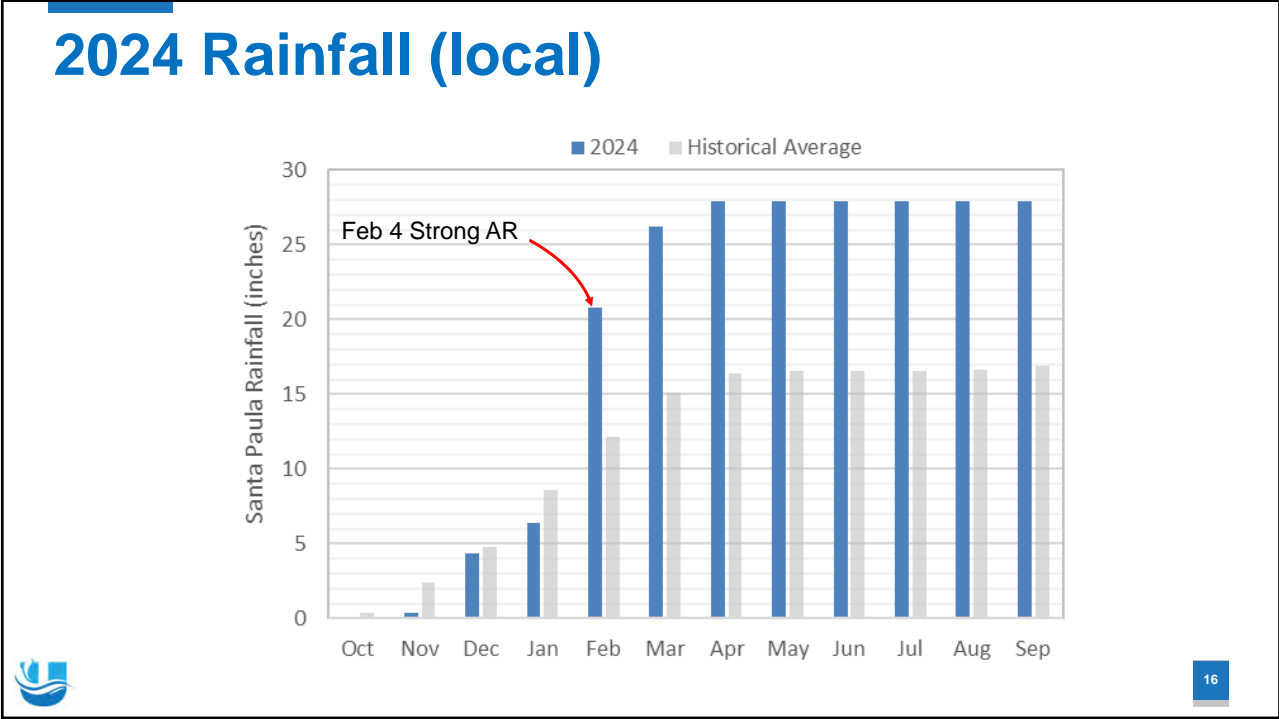
Presented by Dr. Bram Sercu,
Principal Hydrologist



14

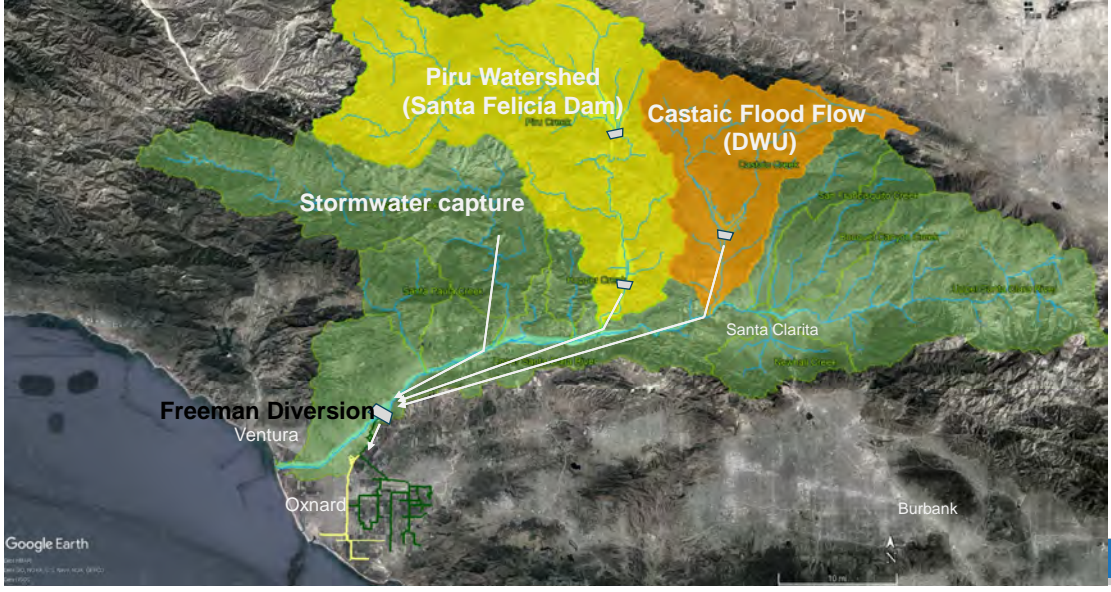


15



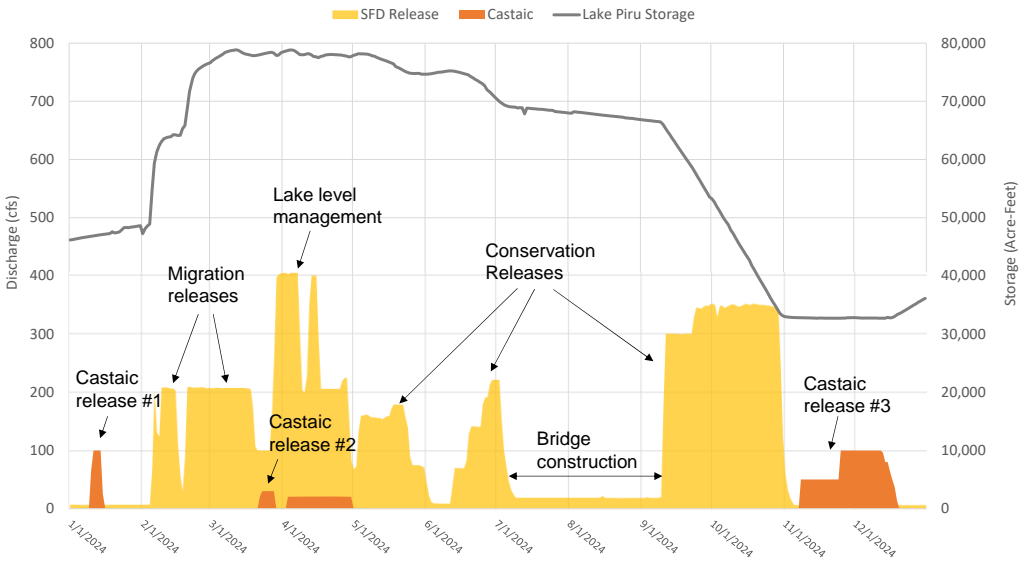
16

Watershed Supply Sources

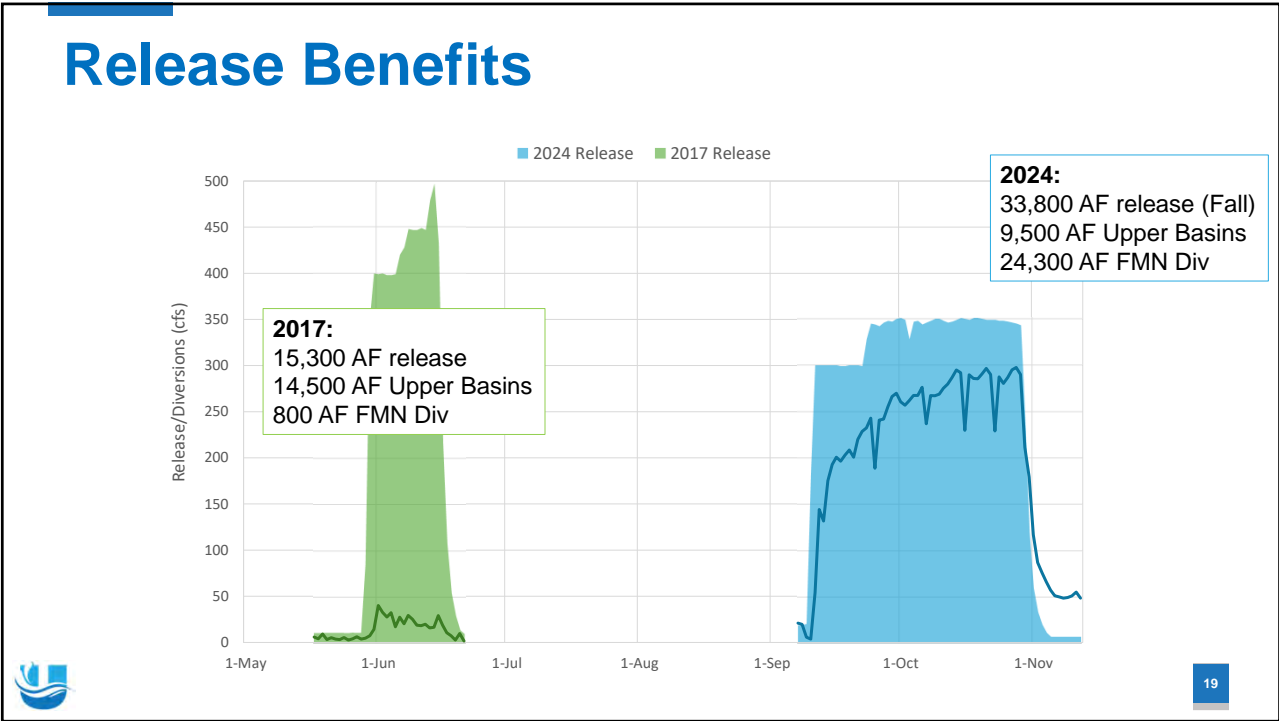


17

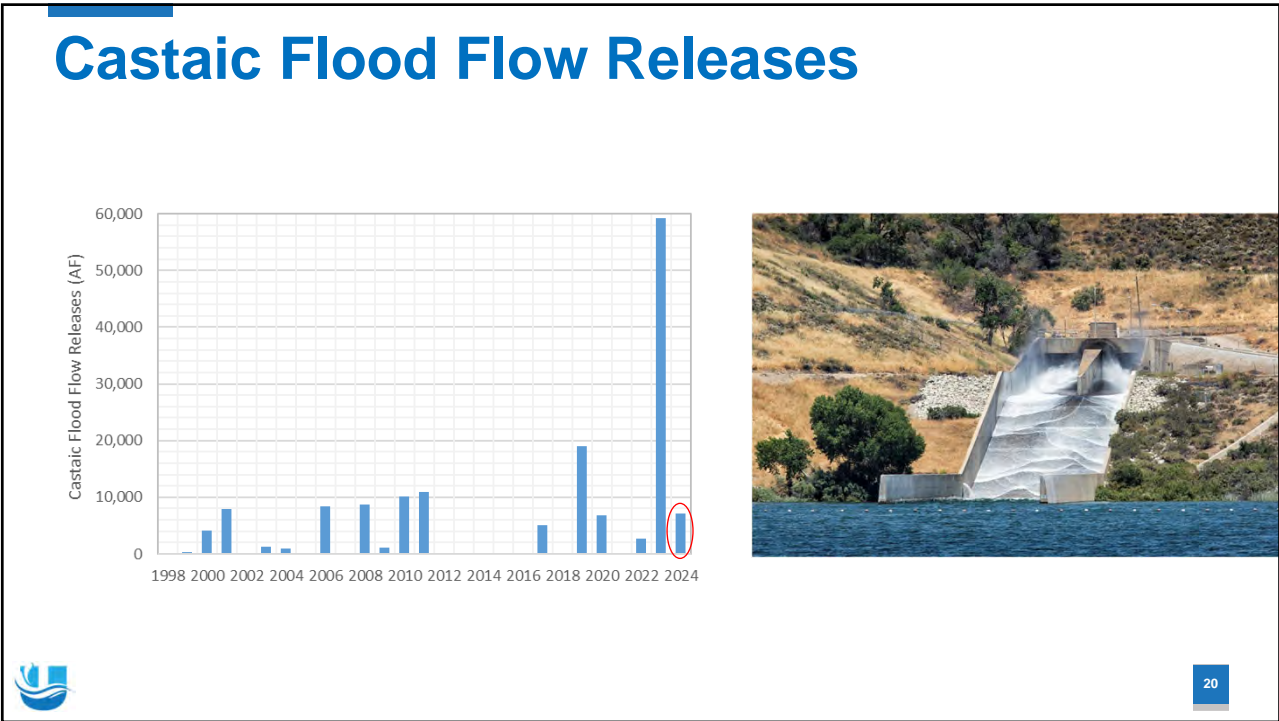
Complex Reservoir Operations



18

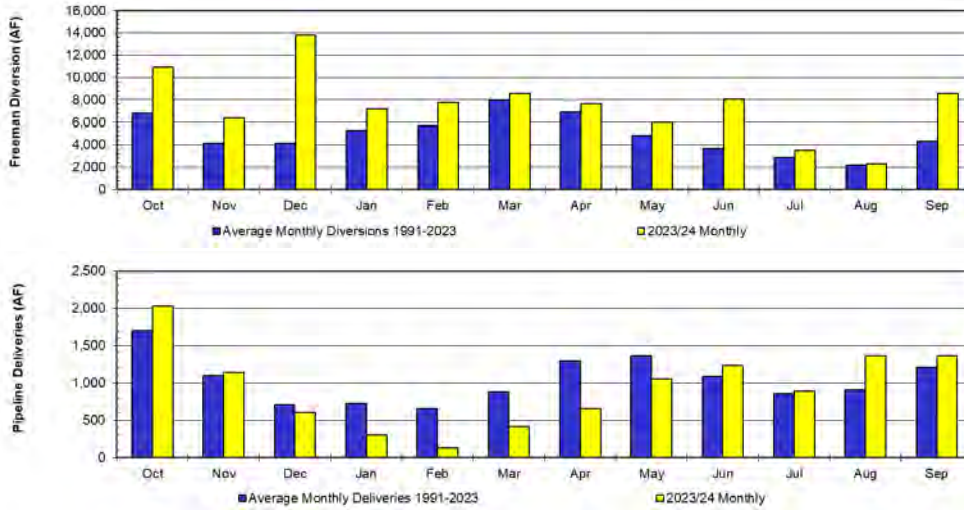


19



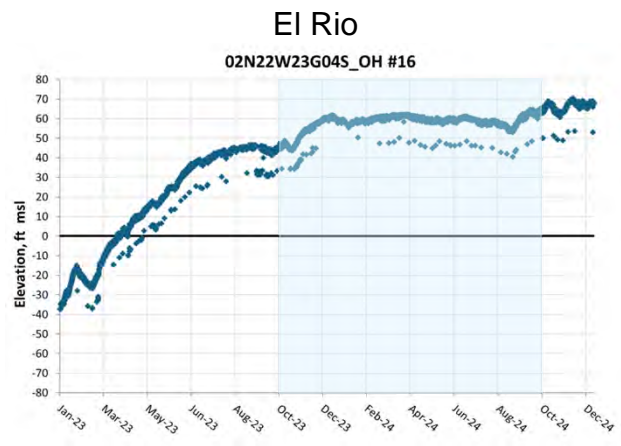
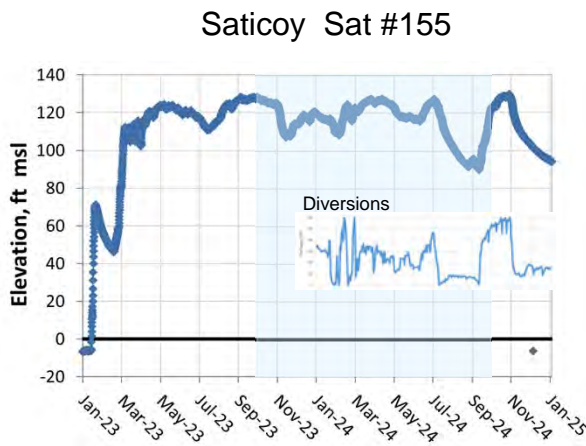
20

Freeman Operations

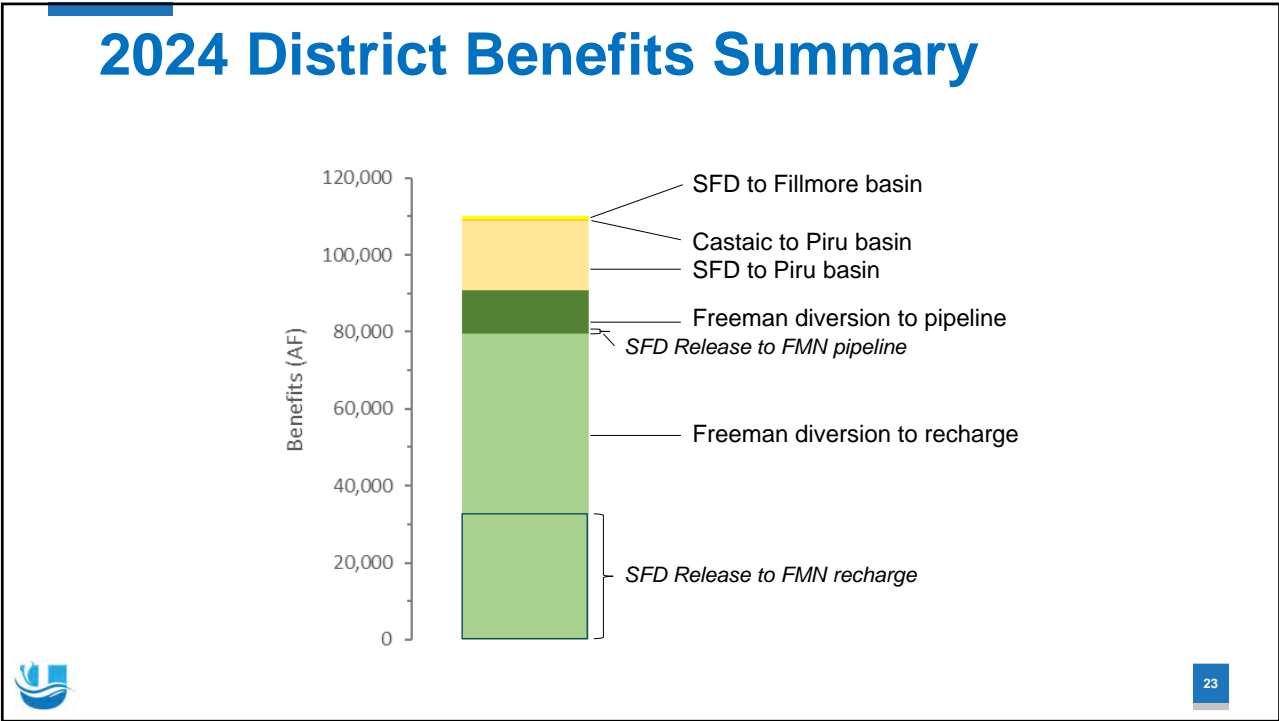


21

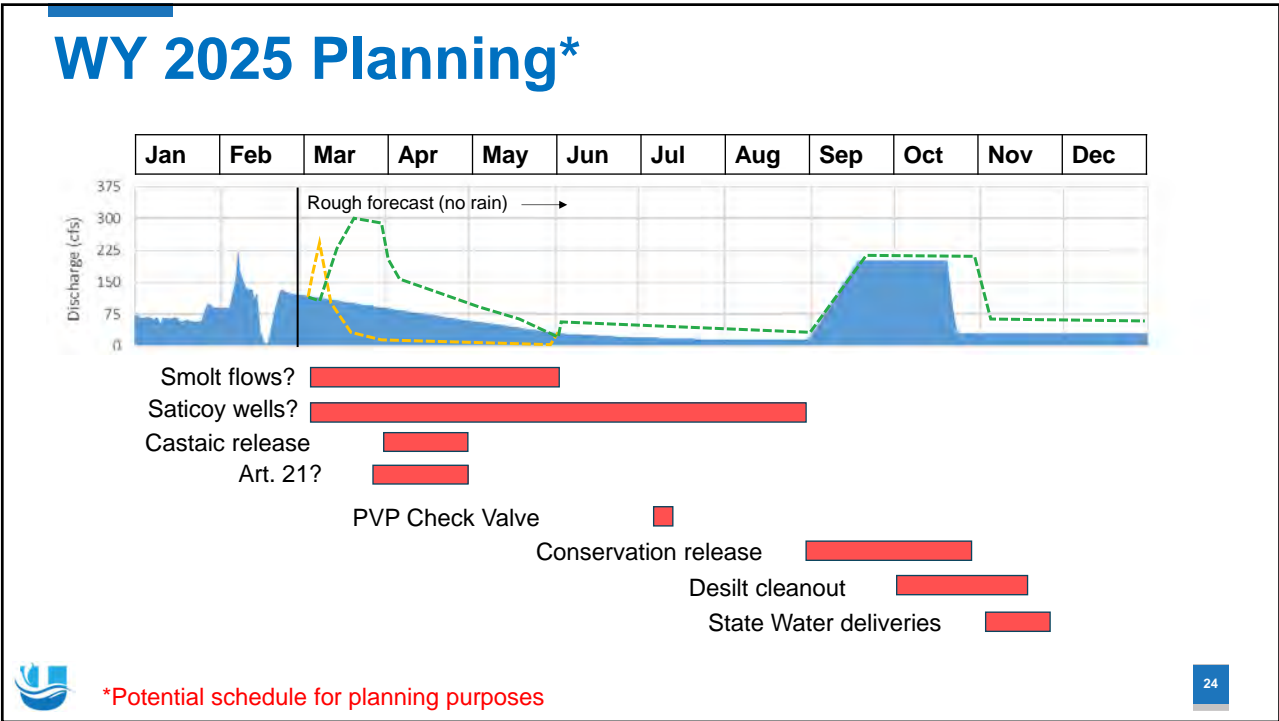
Saticoy/ El Rio Groundwater



22



23



24

2025 State Water Imports

Table A

- ✓ 35% allocation
- ✓ Table A purchases:
 - 1,100 AF (UWCD)
 - 110 AF (carry-over)
 - 1,750 AF (CMWD transfer)
 - Other agencies?
- ✓ Variance for Pyramid releases in progress

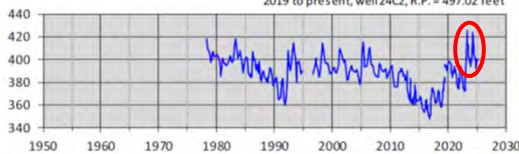
Article 21

- ✓ Unlikely
- ✓ Delivery from Castaic
- ✓ SCVWA agreement

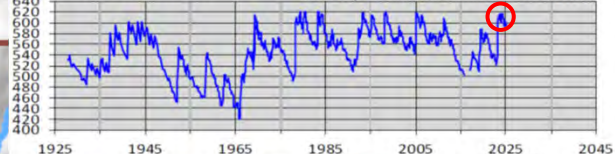


Groundwater Levels in Piru and Fillmore Basins

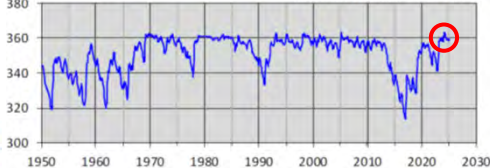
Complete Record
 1978 to 2014, well 23Q2, R.P. = 513.99 feet
 2015 to 2019, well 23N1, R.P. = 559.00 feet
 2019 to present, well 24C2, R.P. = 497.02 feet



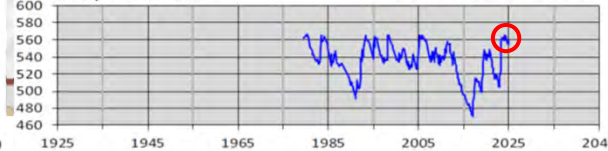
Complete Record
 1926 to 1971, well -30G2 R.P.= 628.8 feet
 1968 to present, well-29M2 R.P.= 636.7 feet

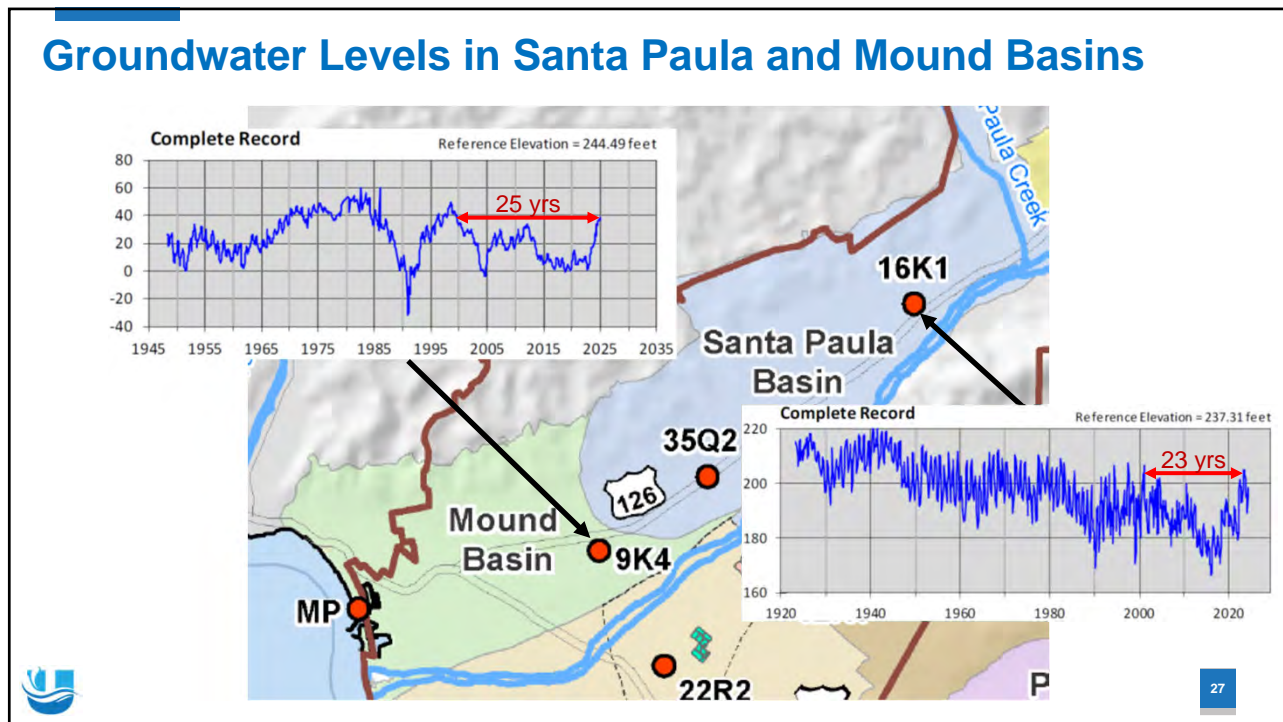


Complete Record
 Reference Elevation = 376.61 feet

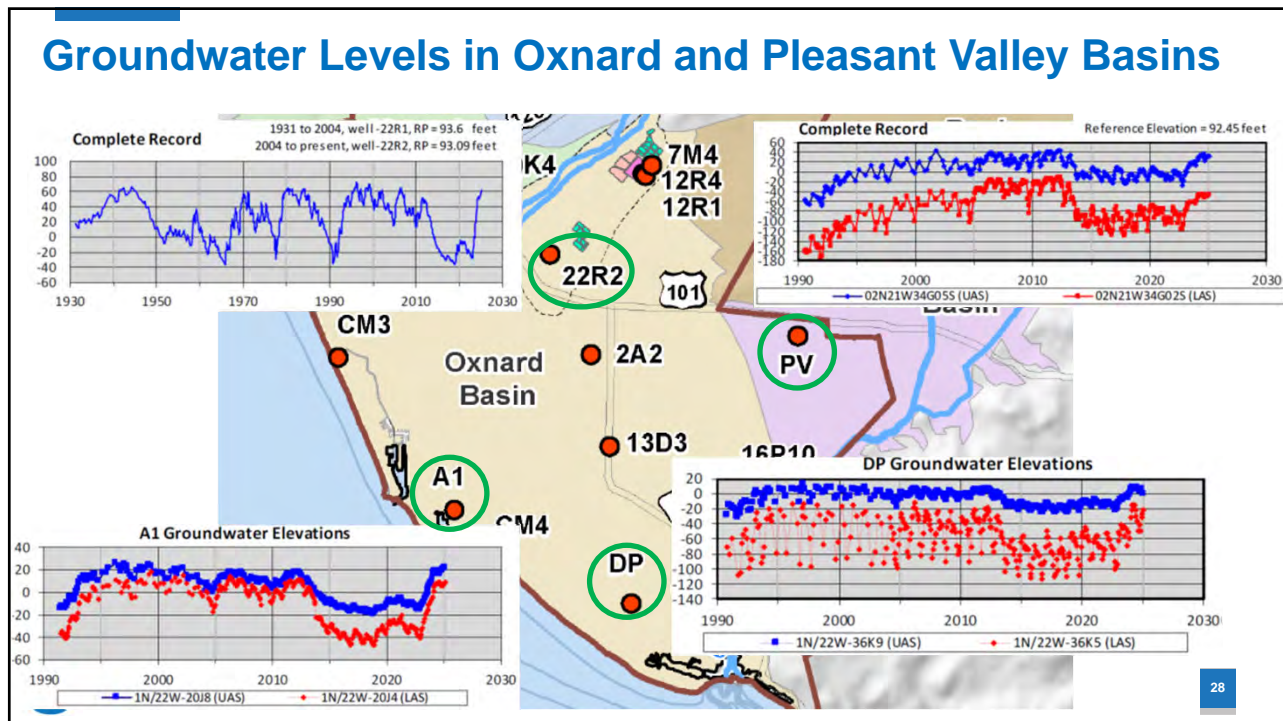


Complete Record
 Reference Elevation = 582.02 feet

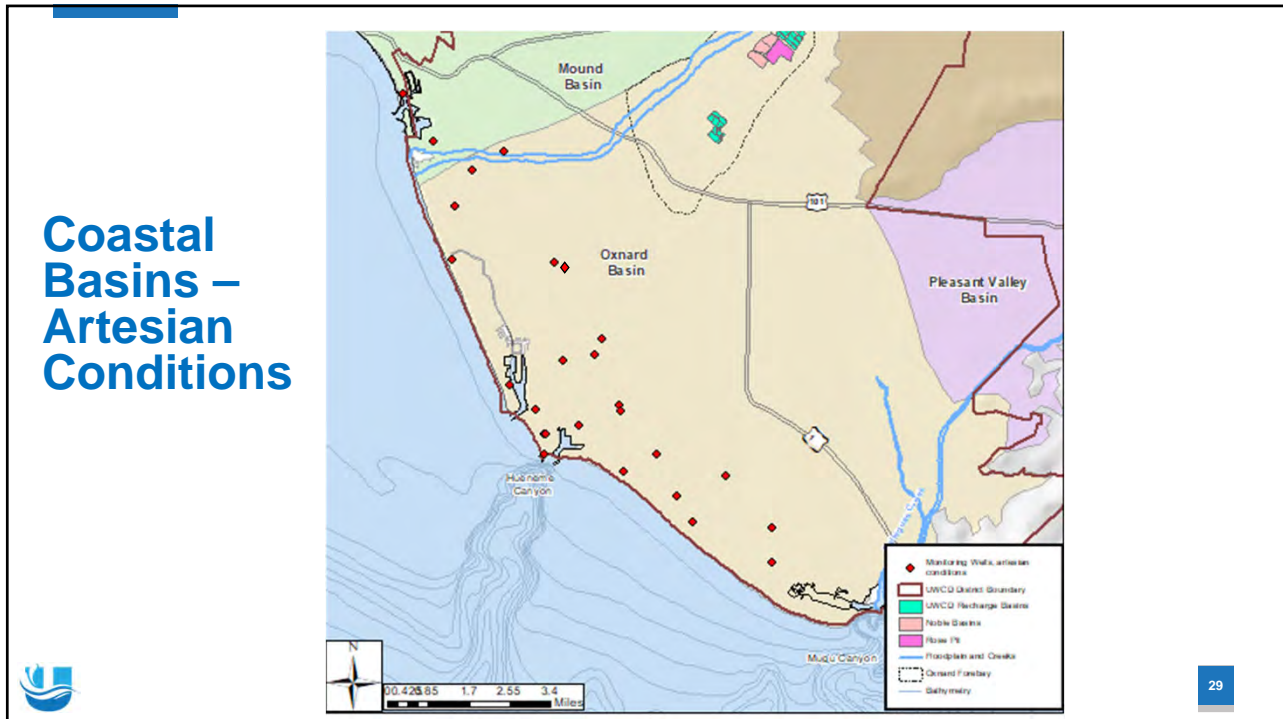




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28



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Questions?

30



ENGINEERING DEPARTMENT
Monthly Update
March 12, 2025

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C. REGULATORY AND ENVIRONMENTAL COMPLIANCE

Santa Felicia Dam Safety Improvement Project

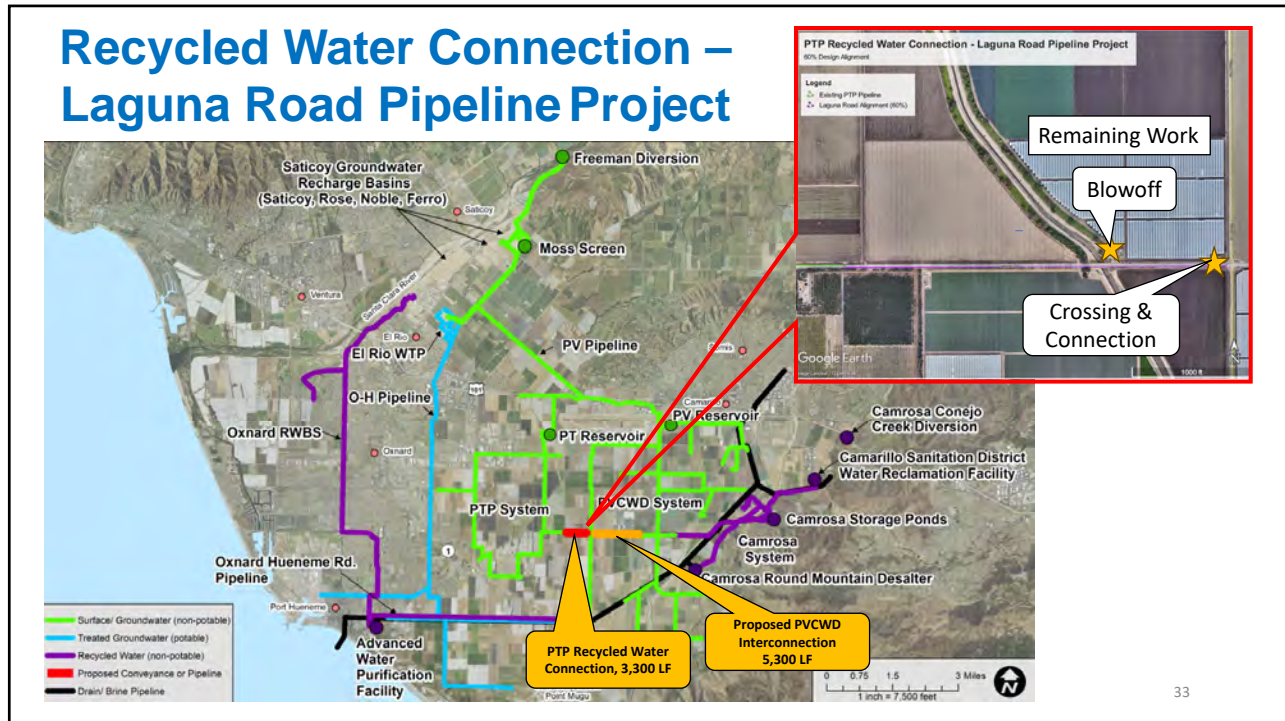
New Release Channel Drilling Program
(COMPLETE)

Nov 13, 2024

Jan 13, 2025

Jan 15, 2025

32



33



34

9

A. WATER SUPPLY **B. SYSTEM RELIABILITY**

Recycled Water Connection – Laguna Road Pipeline Project

Feb 4, 2025 Feb 19, 2025 Feb 24, 2025



9

35

Rice Avenue Overpass

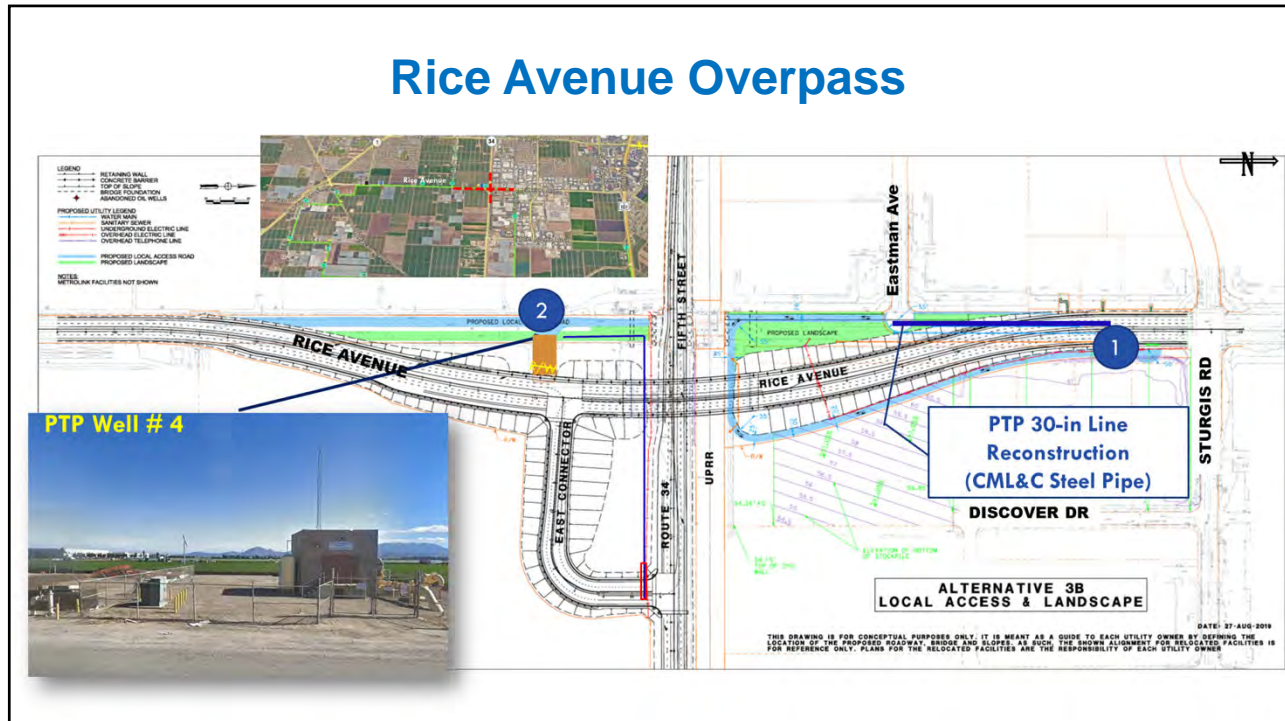
Groundbreaking Ceremony

Feb 21, 2025

Feb 21, 2025

36

36



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F. COMMUNICATIONS AND COMMUNITY OUTREACH

Public Outreach

2025 ANNUAL CONFERENCE
February 5-6 • Temecula

Feb 5, 2025

Feb 5, 2025

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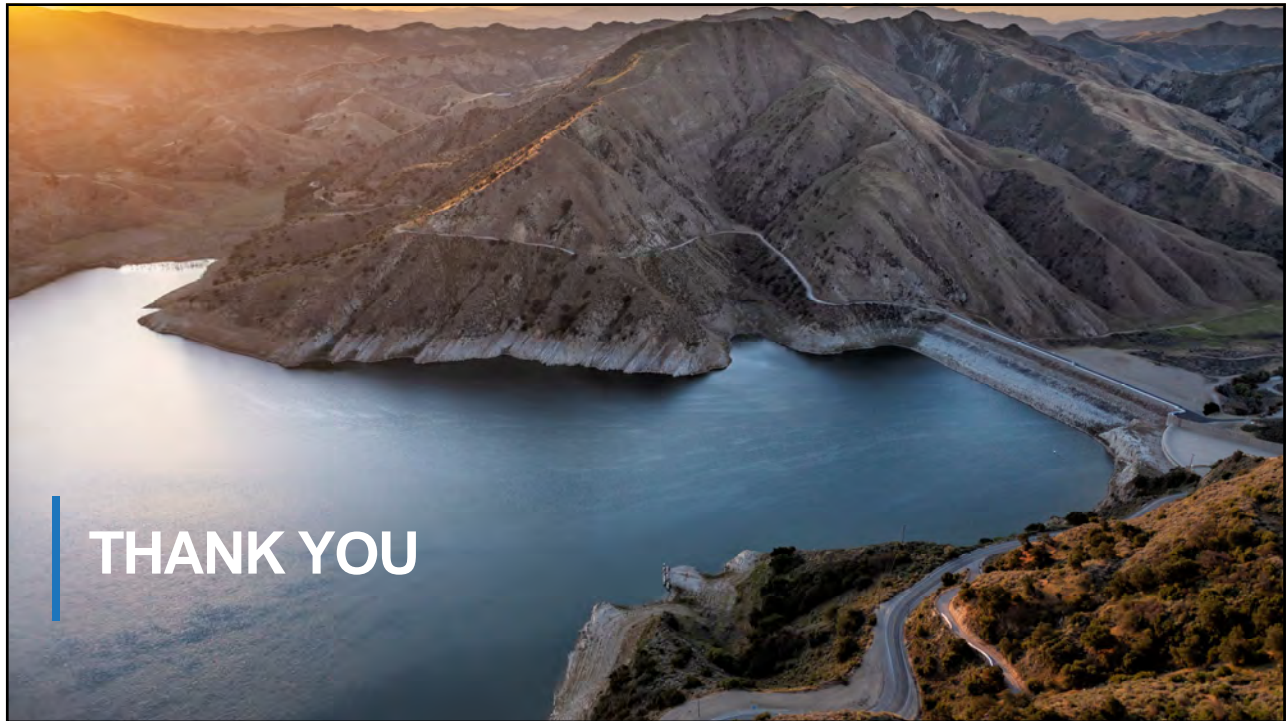
38



F. COMMUNICATIONS AND COMMUNITY OUTREACH

Other Events and Public Outreach

- **January 22:** Leadership Meeting No. 5 at NBVC Point Mugu with CAPT Brown (Commanding Officer), CAPT Kranz (Chief Staff Officer), CDR Warren (Public Works Officer) and others.
- **February 6:** Maryam Bral attended the RDP General Meeting.
- **February 13:** Director Huber presented at the Navy League Channel Islands Council general meeting on the EBB Water Treatment Project.
- **February 18:** Staff visited the Active Membranes Pilot Plant (right).
- **February 27:** Maryam Bral attended the West Ventura County Business Alliance Statement Lunch Series: City Managers.



STATE WATER PROJECT DELTA CONVEYANCE FACILITIES FUNDING REQUEST TO CONTINUE PLANNING AND DESIGN WORK

UWCD Board of Directors Meeting
March 12, 2025





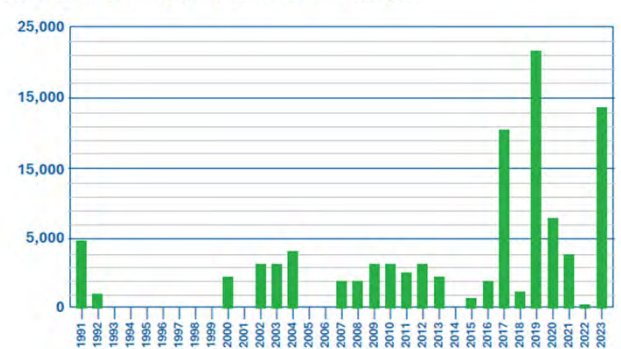
41

BACKGROUND AND BENEFITS OF DELTA CONVEYANCE PROJECT


State Water Project Water Important to District's Water Portfolio

- **Strategic Plan Objective A3:** Maximize State Water Project water import opportunities.
- **Strategic Plan Key Performance Indicator:** Import 8,000 acre-feet per year on 5- to 10-year rolling average.

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



Year	Volume (acre-feet)
1991	5,000
1992	1,000
1993	0
1994	0
1995	0
1996	0
1997	0
1998	0
1999	0
2000	2,000
2001	3,000
2002	3,000
2003	3,000
2004	4,000
2005	0
2006	0
2007	2,000
2008	2,000
2009	3,000
2010	3,000
2011	3,000
2012	3,000
2013	2,000
2014	0
2015	1,000
2016	2,000
2017	18,000
2018	2,000
2019	22,000
2020	8,000
2021	4,000
2022	0
2023	14,000


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BACKGROUND AND BENEFITS OF DELTA CONVEYANCE PROJECT

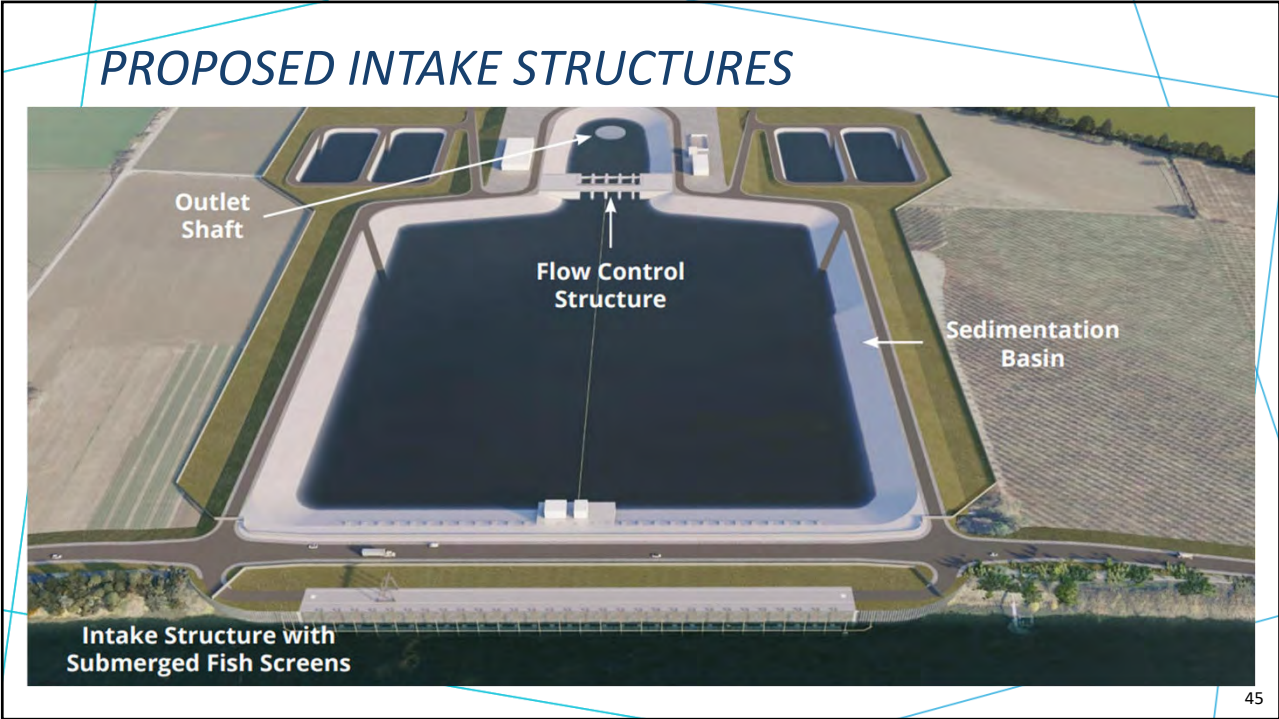
- Projected decrease in SWP annual average allocation from 60% to 40%
 - ✓ Primarily due to conveyance using Delta surface water channels
- Proposed Project will directly convey water from Sacramento River to pumping facilities in southern Delta
- Key Benefits for District (at DCP-Plus Level):
 - ✓ Maintains average allocation at 60% (Avoids losing ~630 AFY)
 - ✓ Increases deliveries for DCP-Plus participation (~ 2,000 AFY Incl. Ventura’s share)
 - ✓ Reduces reliance on aging infrastructure in the Delta



KEY FEATURES OF DELTA CONVEYANCE PROJECT

- Two Intake Structures on Sacramento River
- 45-Mile Tunnel Across Delta
- Pumping Plant
- Termination at Bethany Reservoir
- Estimated \$16 Billion Construction Cost







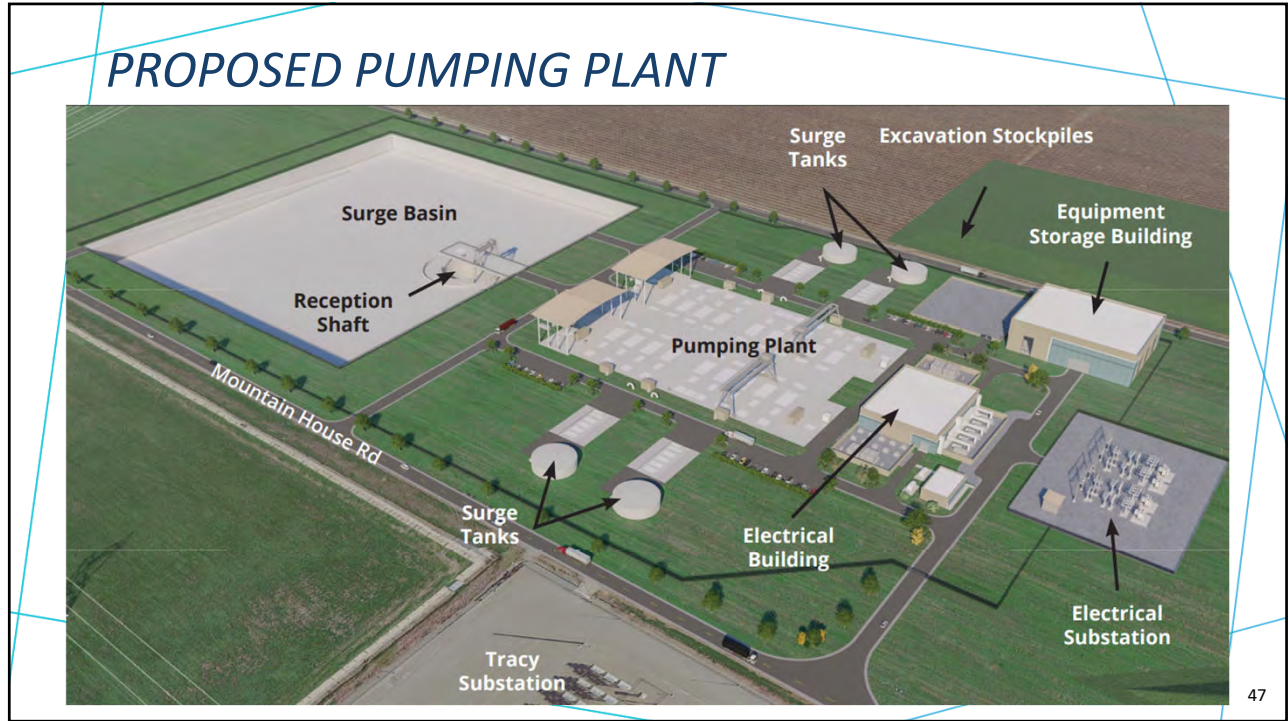
45

TUNNEL CONSIDERATIONS

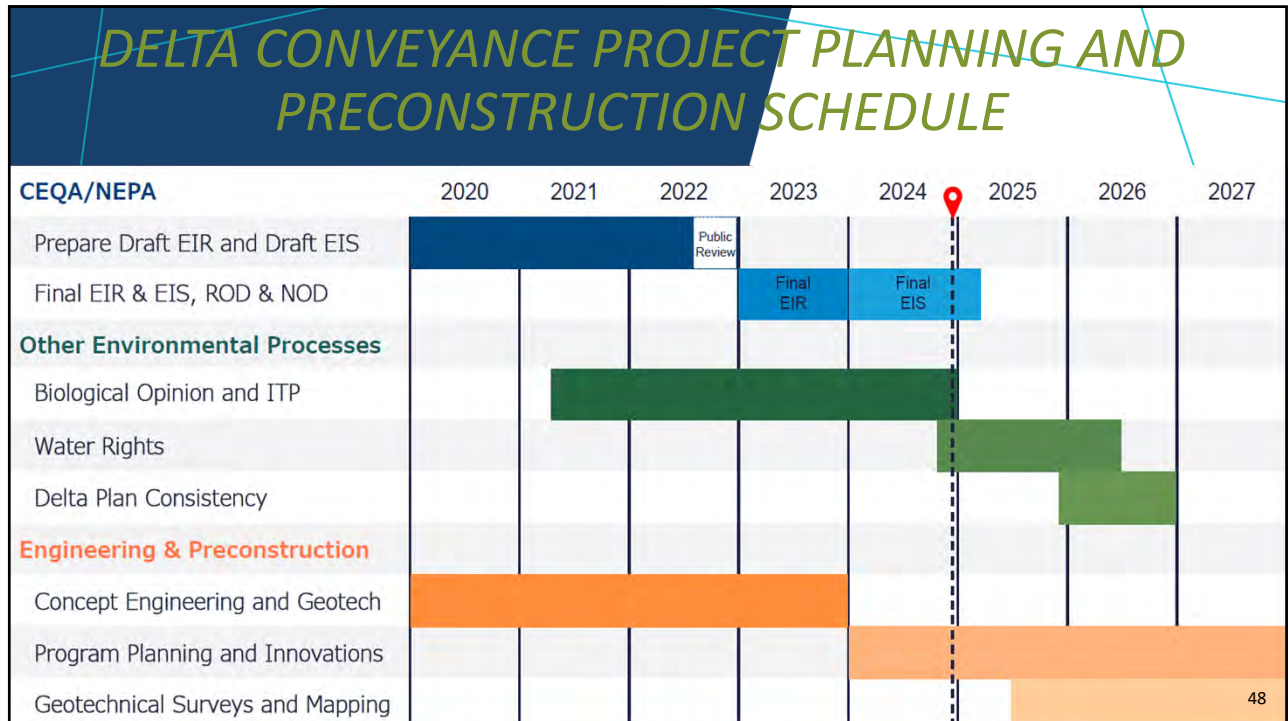
- Fewer Surface Impacts
- Enhanced Seismic Resilience
- No Evaporative Loss
- Surface Flooding Resilience

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REQUEST FROM VCWPD CONTRACT GROUP

• 2020 – 2025 Period	\$2,101,339	4 Payments	Complete
• 2025 – 2027 Period	\$1,637,407	2 Payments	Requested



49

REQUEST FROM UNITED

• 2020 – 2025 Period	\$525,335	4 Payments	Complete
• 2025 – 2027 Period	\$461,451	2 Payments	Requested





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RECOMMENDED ACTION:

ADOPT A RESOLUTION DIRECTING THE VENTURA COUNTY WATERSHED PROTECTION DISTRICT TO EXECUTE A CONTRIBUTION OR ADVANCE OF MONEY FOR DELTA CONVEYANCE PLANNING ACTIVITIES LETTER...

FOR PRELIMINARY PLANNING AND DESIGN COSTS RELATED TO A POTENTIAL CONVEYANCE PROJECT ON BEHALF OF UNITED WATER CONSERVATION DISTRICT.



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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: March 14, 2025 (April 9, 2025, meeting)

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

Staff Recommendation:

The Board will receive and file the Monthly Hydrologic Conditions Report for the District for the month of February 2025.

Summary:

Diversions, Recharge and Ag Pipeline Deliveries for Month of February 2025*

Activity	Amount (acre-feet)
Total Diversions at Freeman Diversion	5,905
Lloyd-Butler Mutual Water Company surface water use	8
Recharge to Saticoy basins (metered + unmetered)	2,542
Recharge to Noble and Rose basins	148
Recharge to El Rio basins	2,923
Total Ag Pipeline Deliveries of water diverted at Freeman	284
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 February 2025

Basin	Available Storage (acre-feet)
Oxnard Forebay	12,800

Precipitation for Month of February 2025

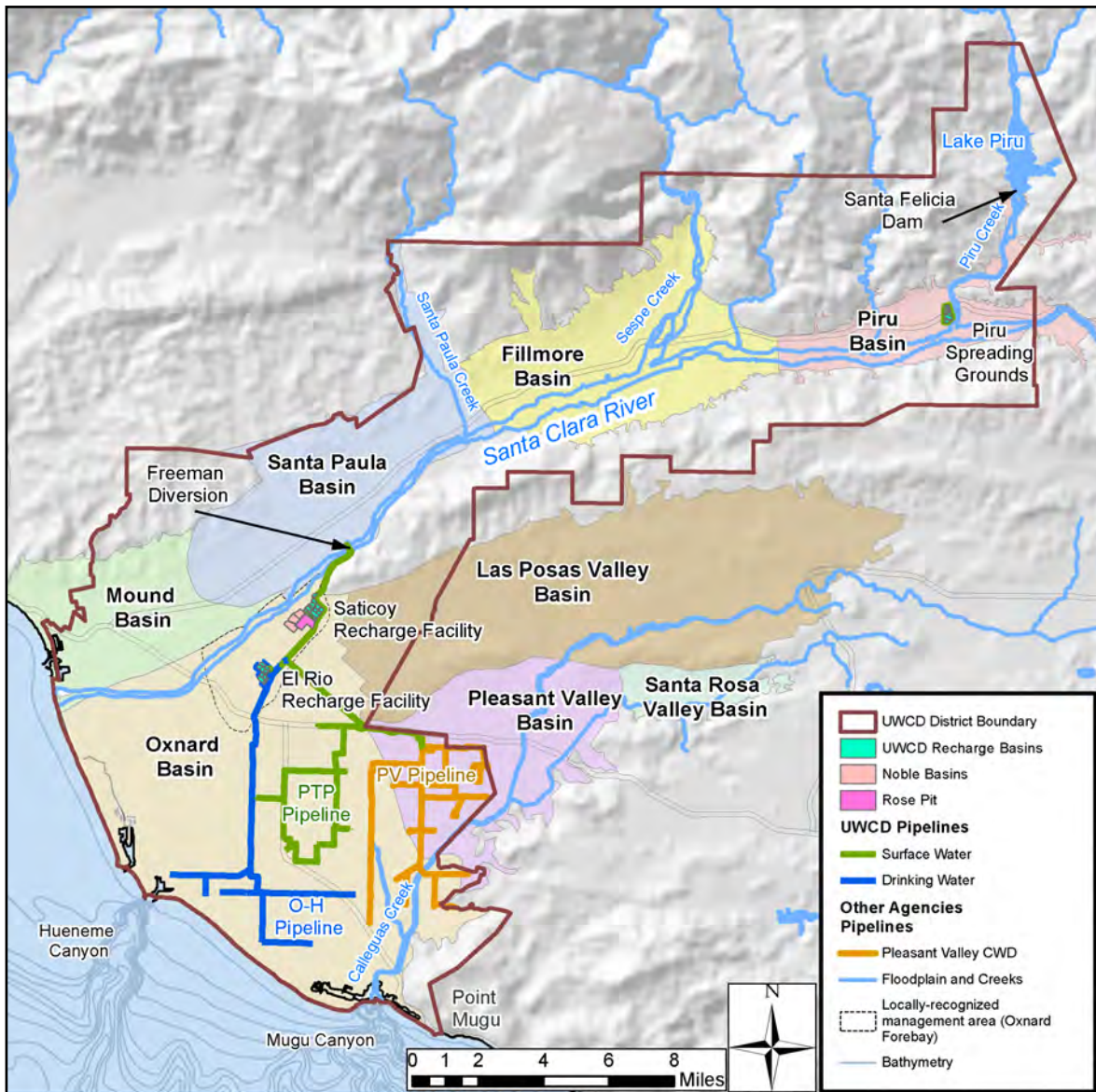
Location	Precipitation (inches)
Lake Piru	6.17
Santa Paula	3.74
El Rio	2.60



United Water CONSERVATION DISTRICT

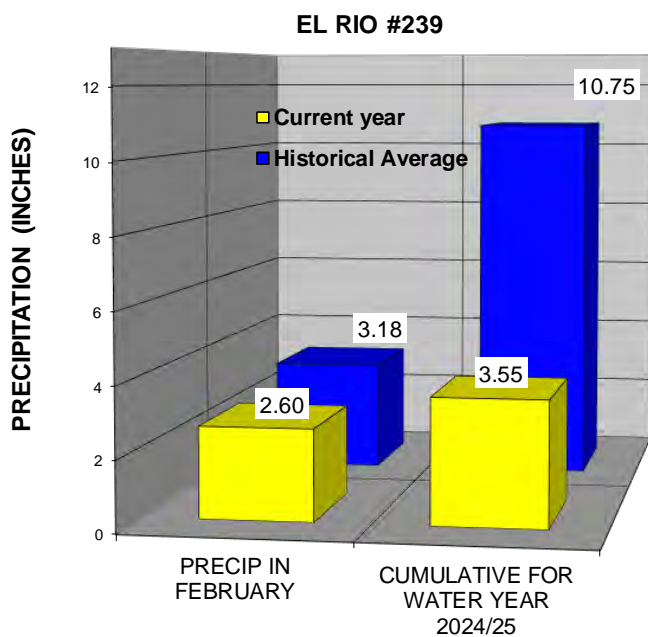
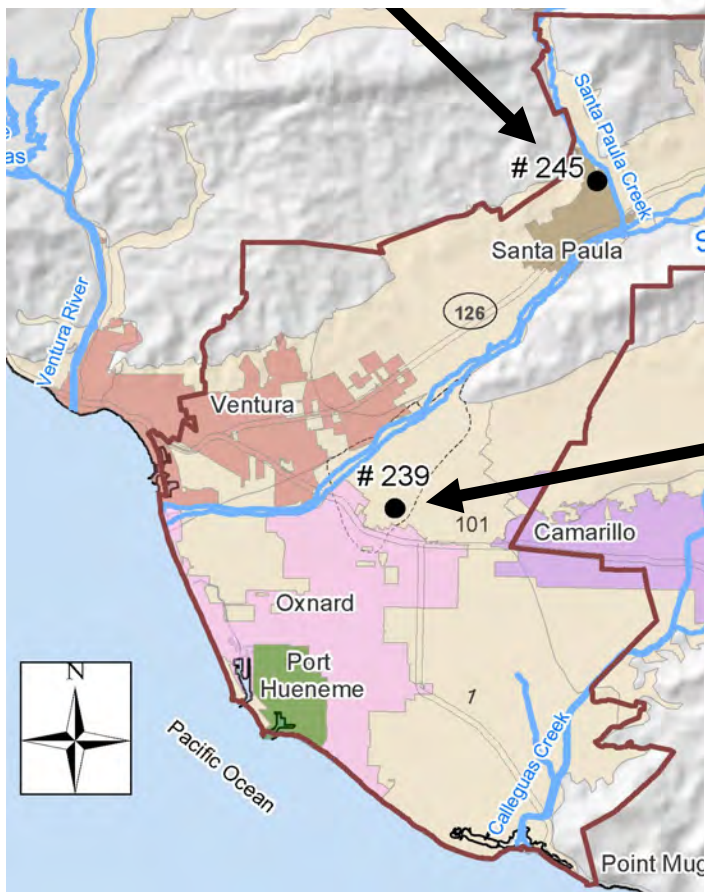
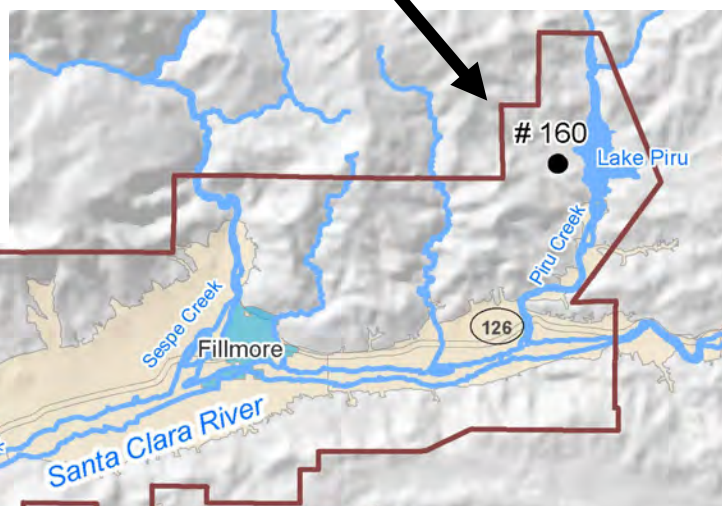
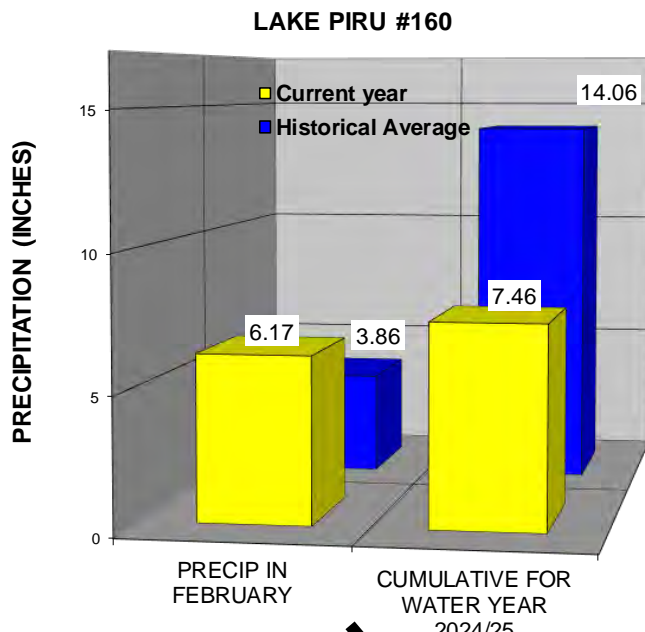
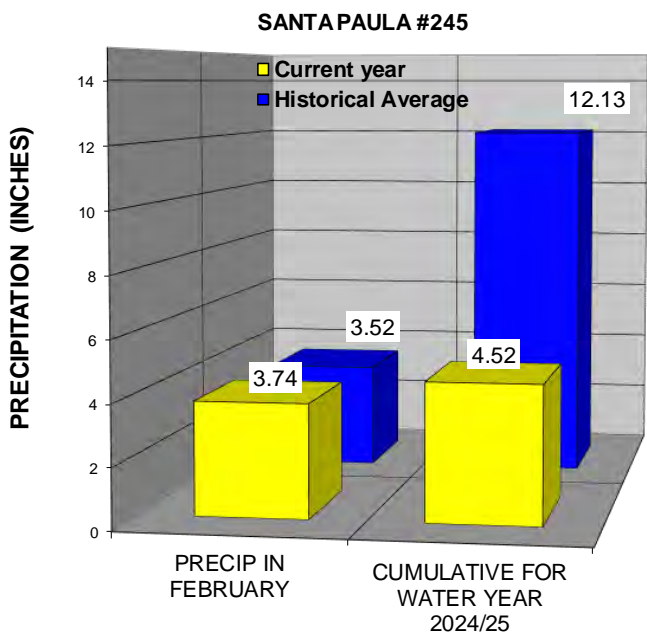
February 2025 Hydrologic Conditions Report 2024/25 Water Year

March 14, 2025



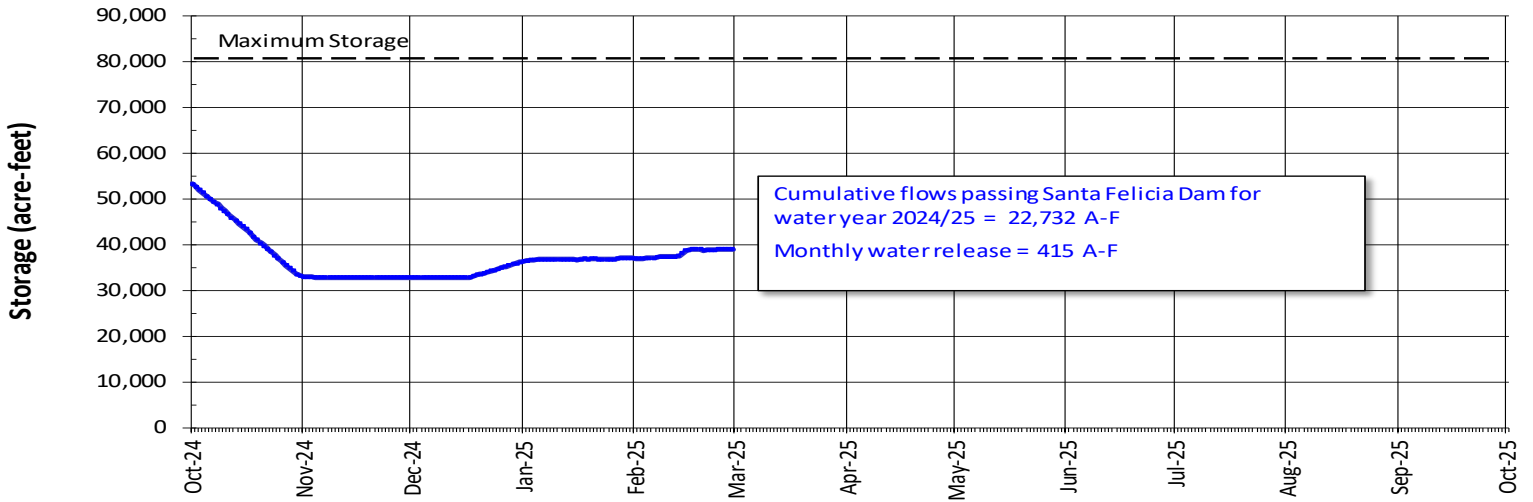
Note: This report may contain provisional data until final review at the end of the water year.

Precipitation



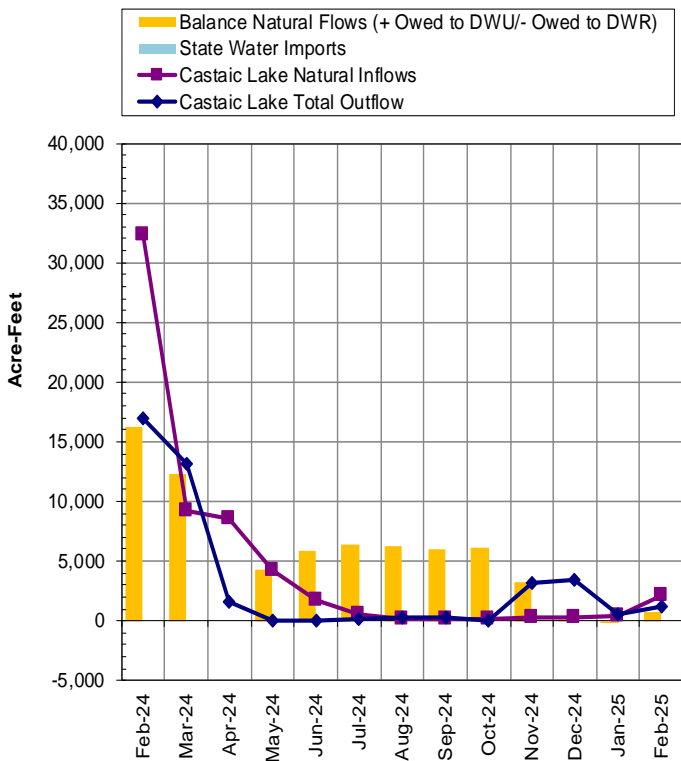
District-wide percent of normal precipitation = 42%

Lake Piru Storage and Outflow

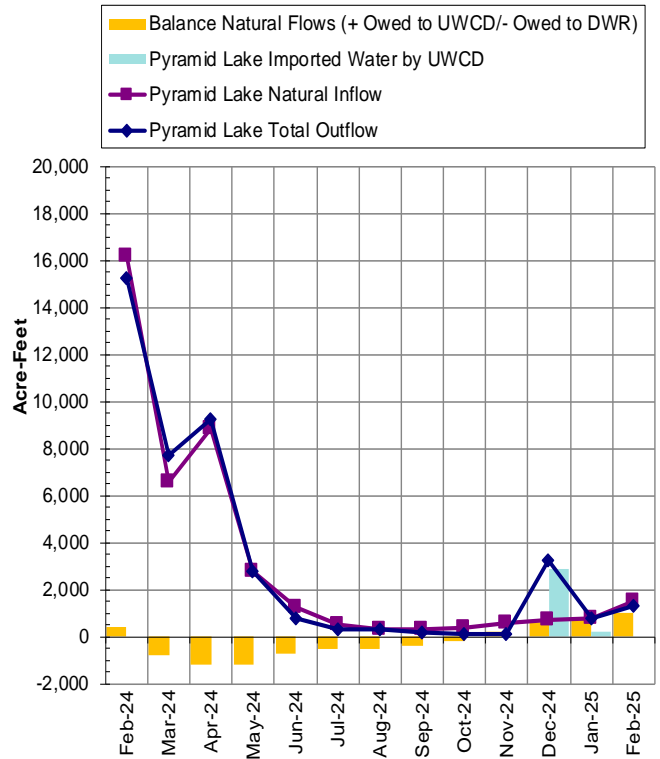


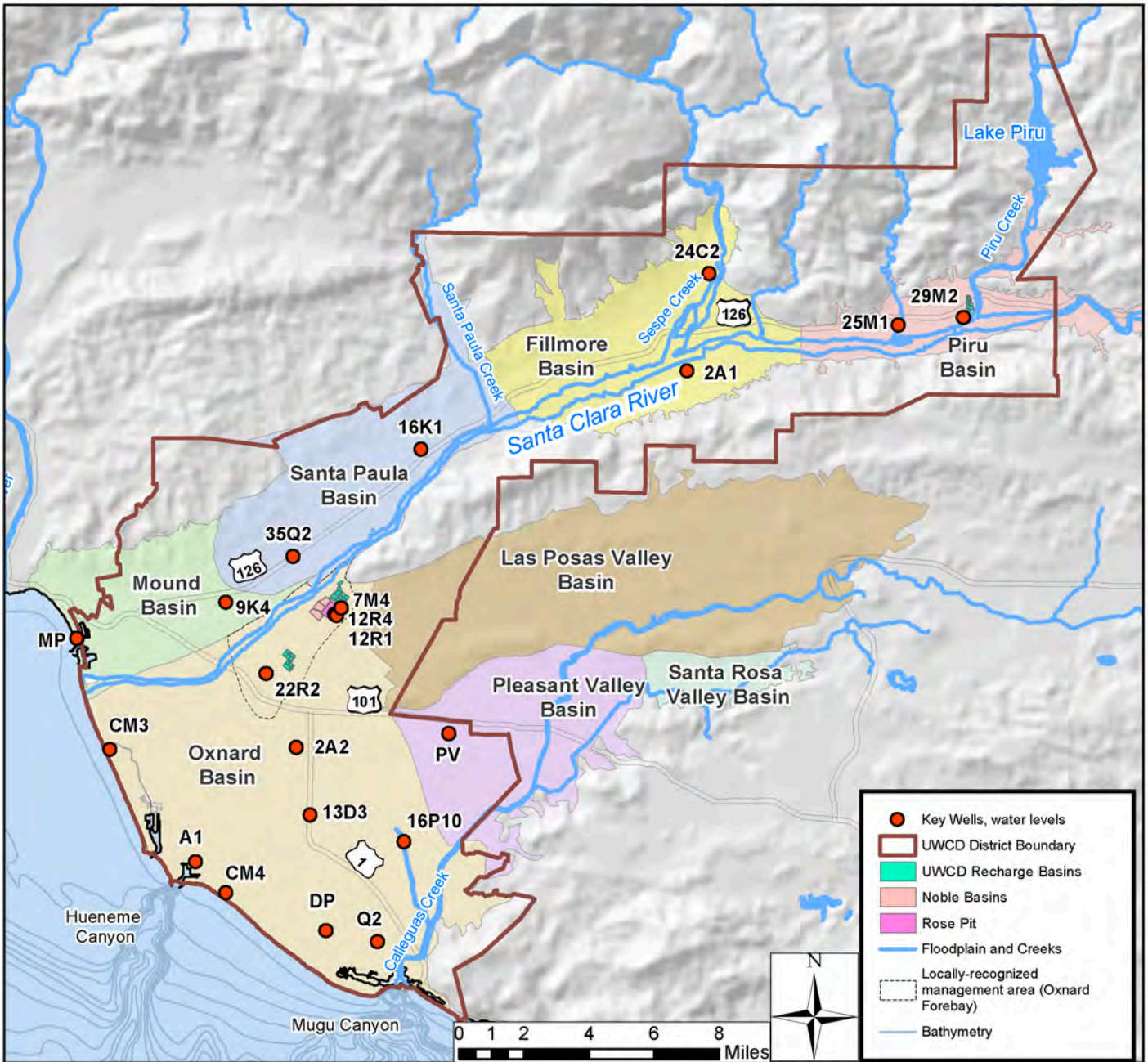
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Hydro Plant Outflow (Acre-Feet)	0	0	0	0	0							
Cumulative Hydro Plant Outflow (A-F)	0	0	0	0	0							

Castaic Lake releases to downstream water users (DWU)



Pyramid Lake releases to UWCD

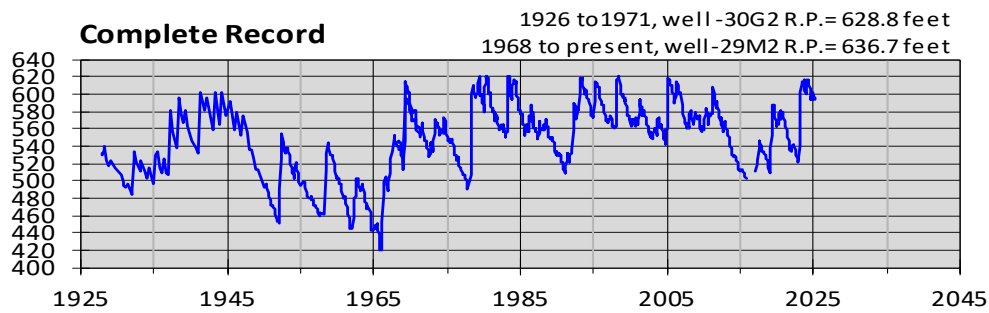
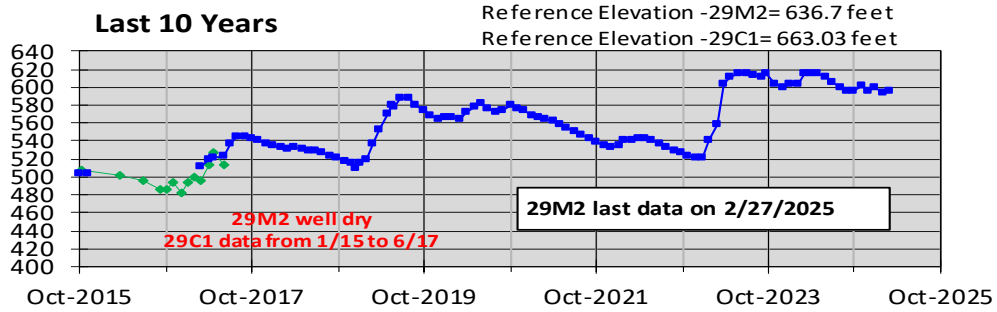




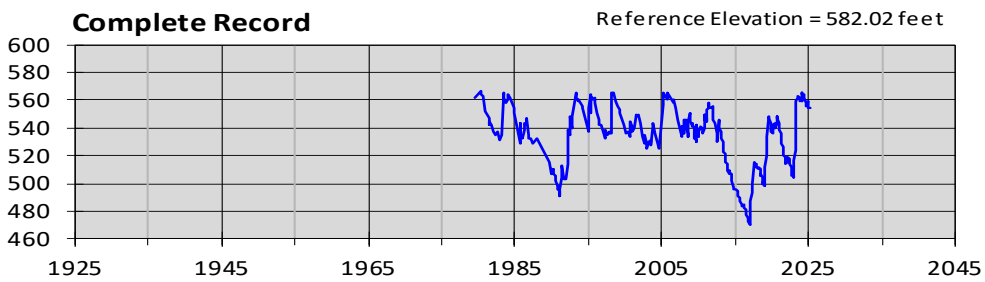
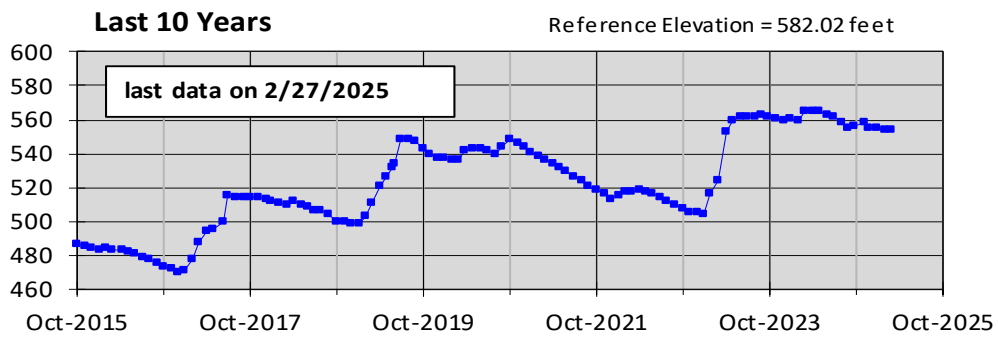
Locations of Key Wells, Monthly Groundwater Elevation Monitoring

Groundwater Elevation Records – Piru Basin

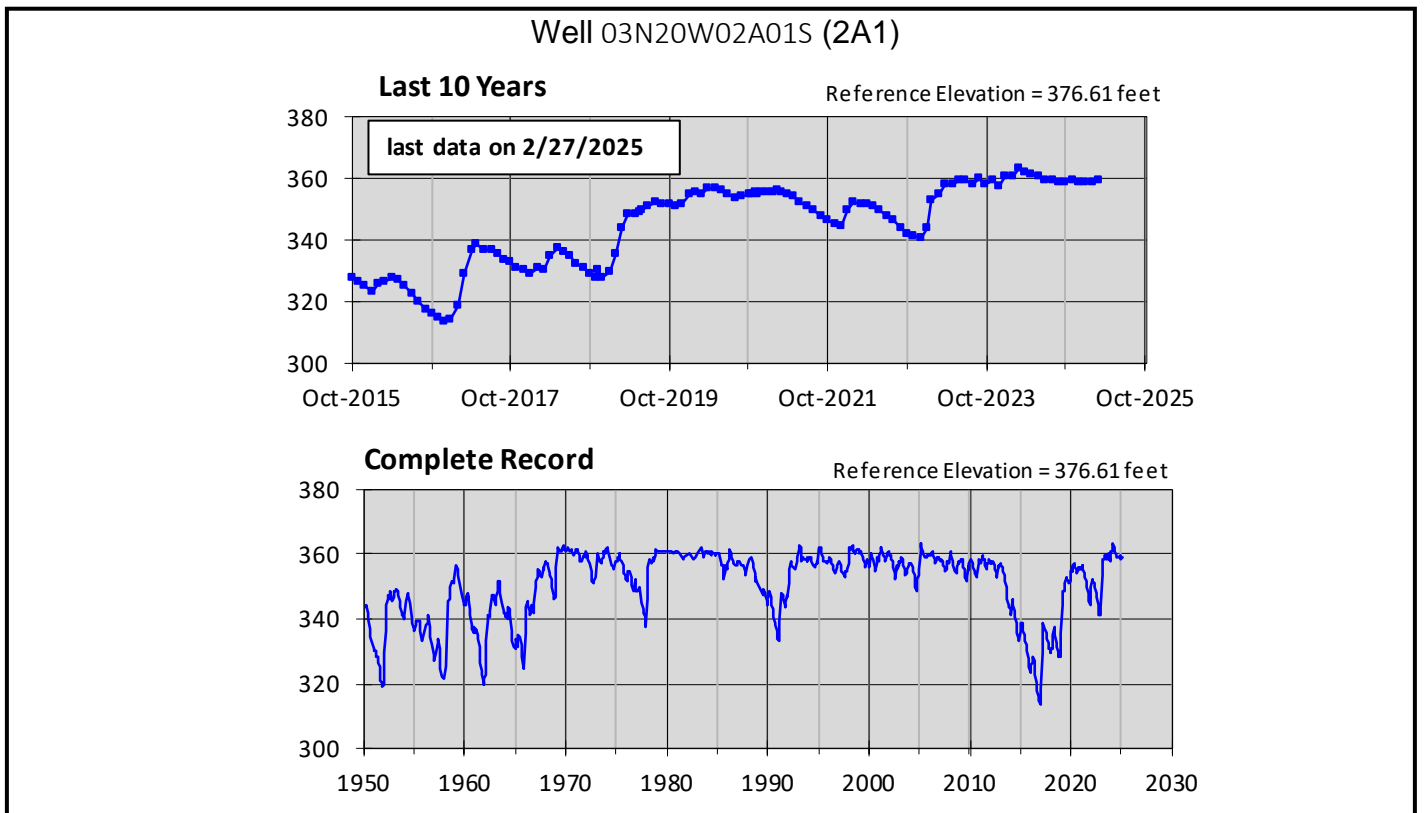
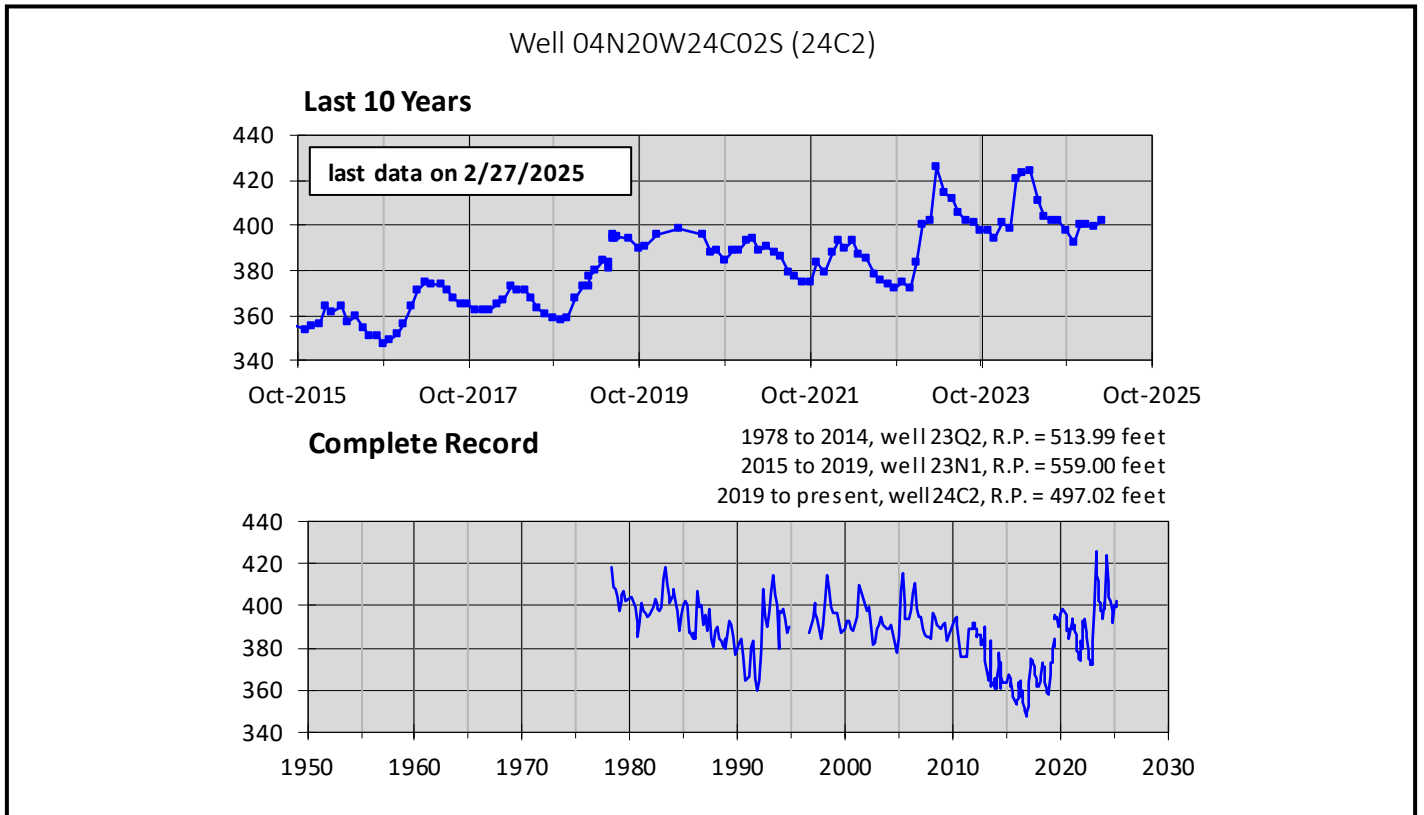
Well 04N18W29M02S (29M2)



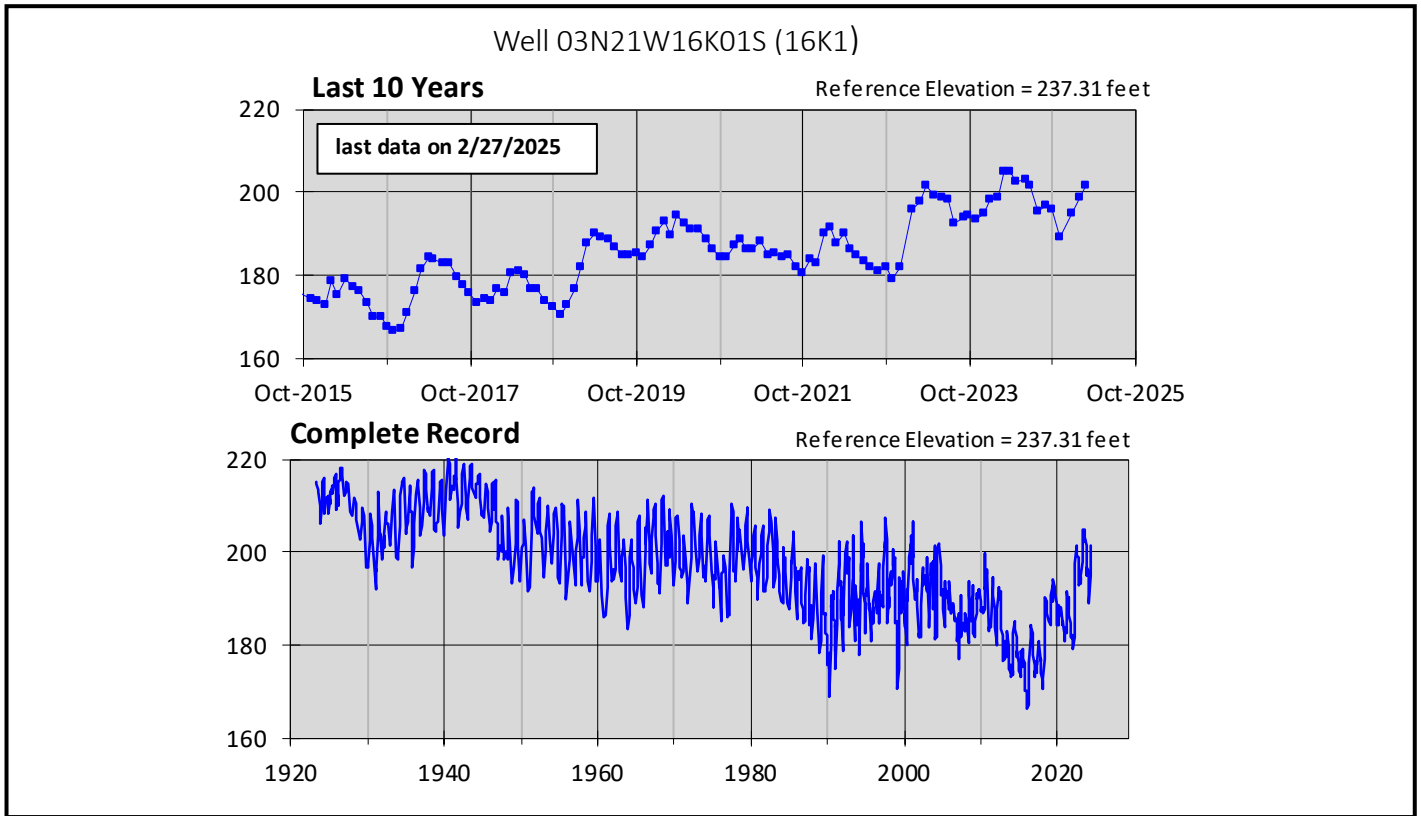
Well 04N19W25M01S (25M1)



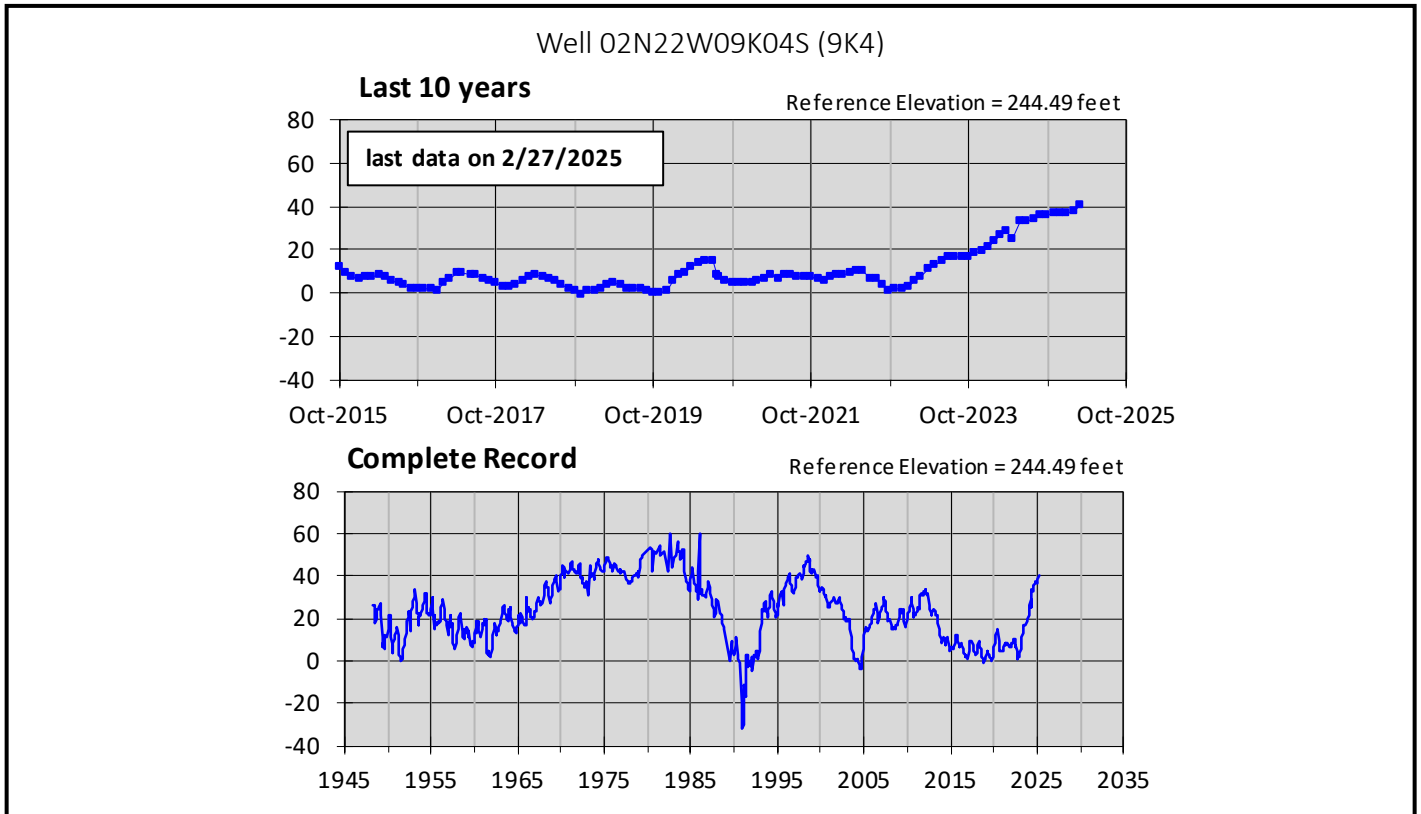
Groundwater Elevation Records – Fillmore Basin



Groundwater Elevation Records – Santa Paula Basin



Groundwater Elevation Records – Mound Basin

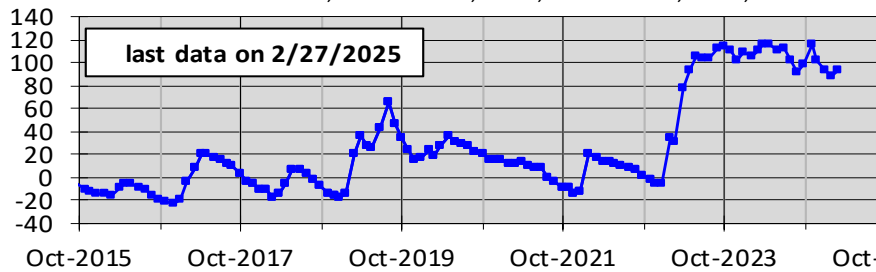


Groundwater Elevation Records – Oxnard Basin, Forebay

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

Last 10 Years

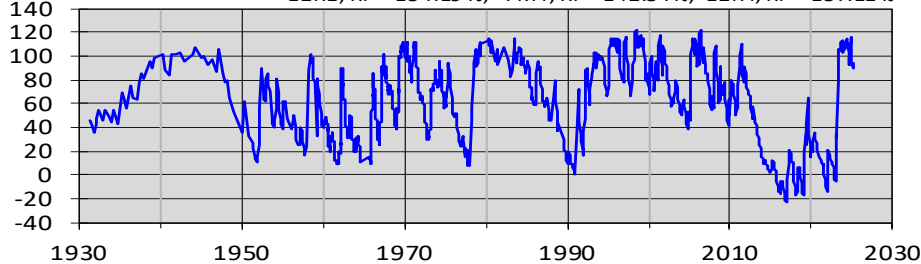
-12R1; RP = 134.19 ft; -7M4; RP = 142.84 ft; -12R4; RP = 137.11 ft



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

-12R1; RP = 134.19 ft; -7M4; RP = 142.84 ft; -12R4; RP = 137.11 ft

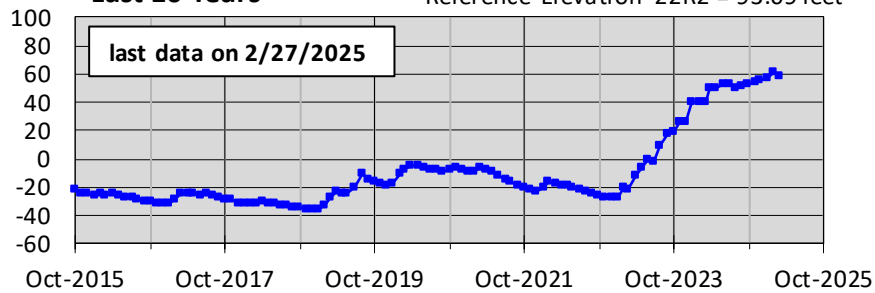


Note: Well 12R1 was destroyed in 2014 and replaced with well 12R4. When well 12R4 goes dry at approximately 9 ft msl, well 7M4 is used to measure groundwater level.

Well 02N22W22R02S (22R2)

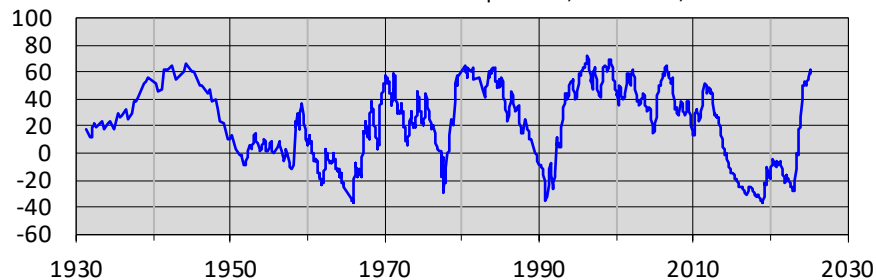
Last 10 Years

Reference Elevation -22R2 = 93.09 feet

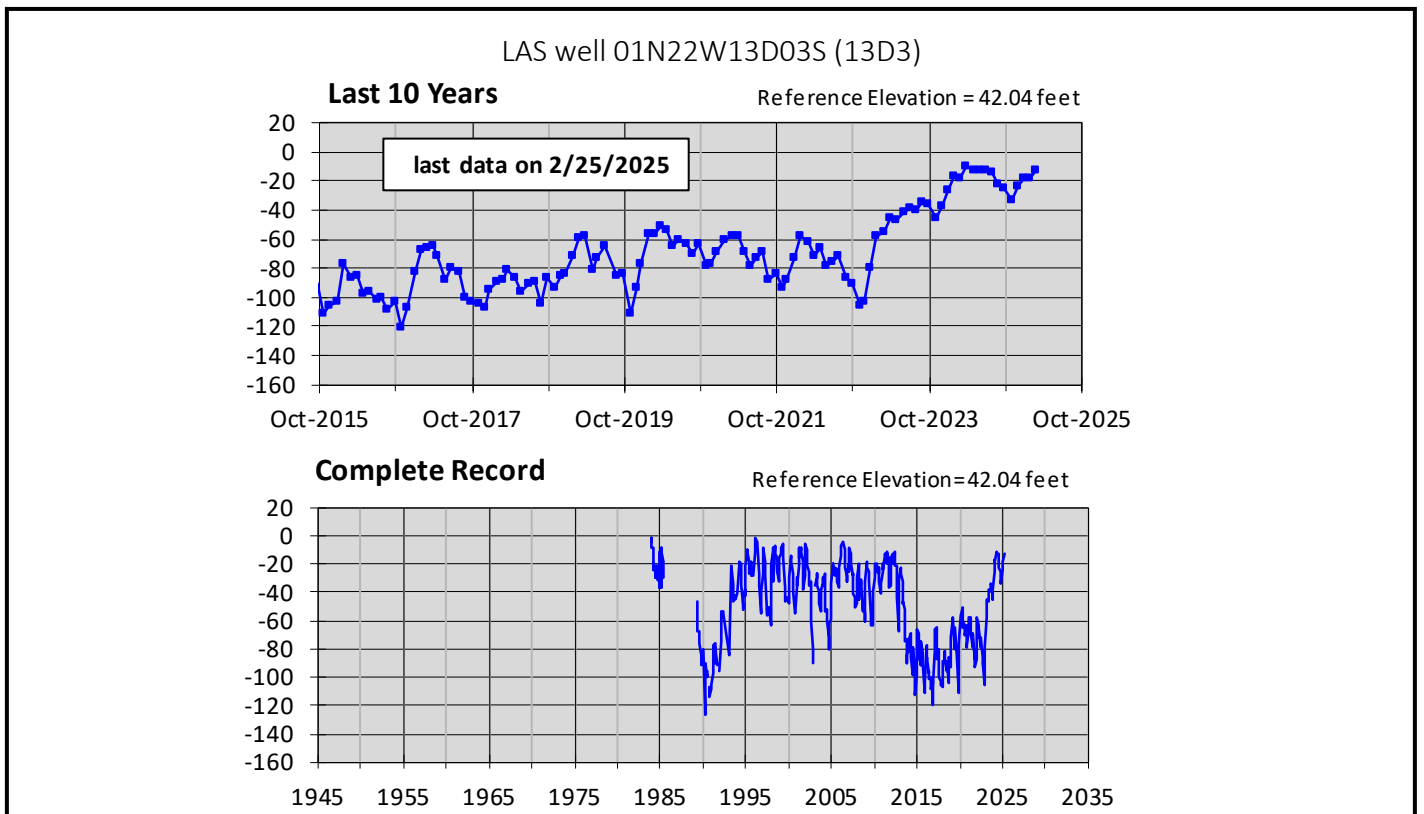
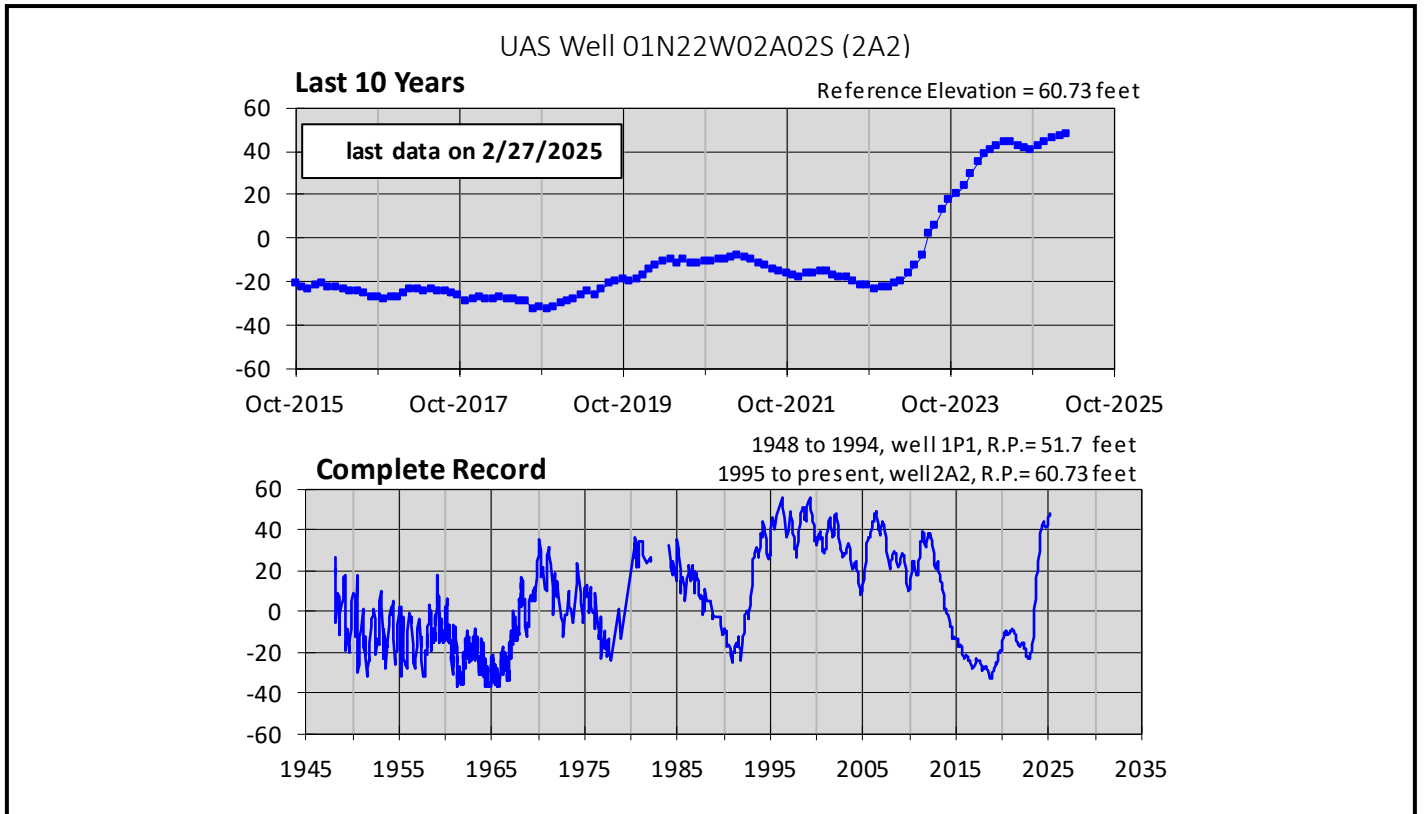


Complete Record

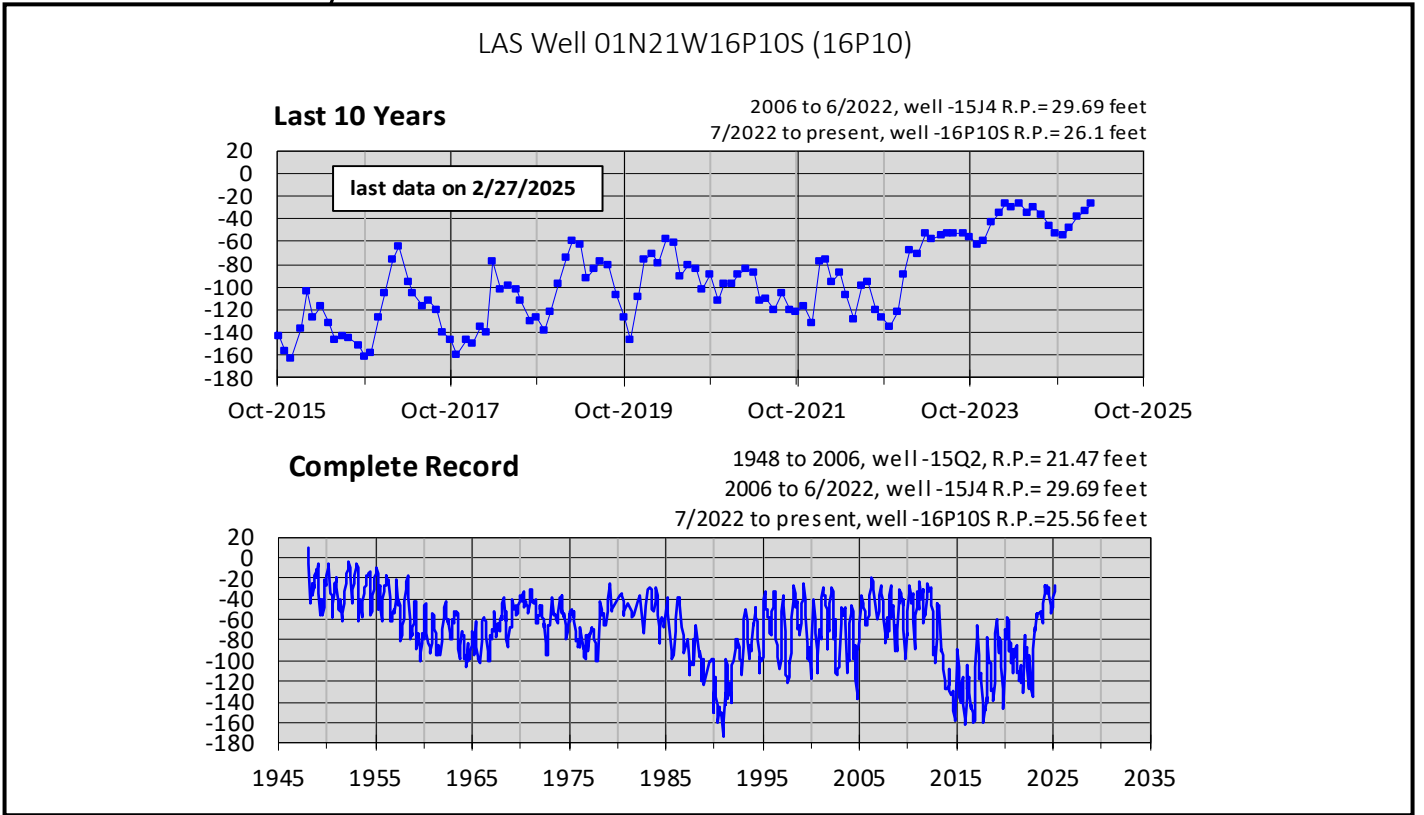
1931 to 2004, well -22R1, RP = 93.6 feet
2004 to present, well -22R2, RP = 93.09 feet



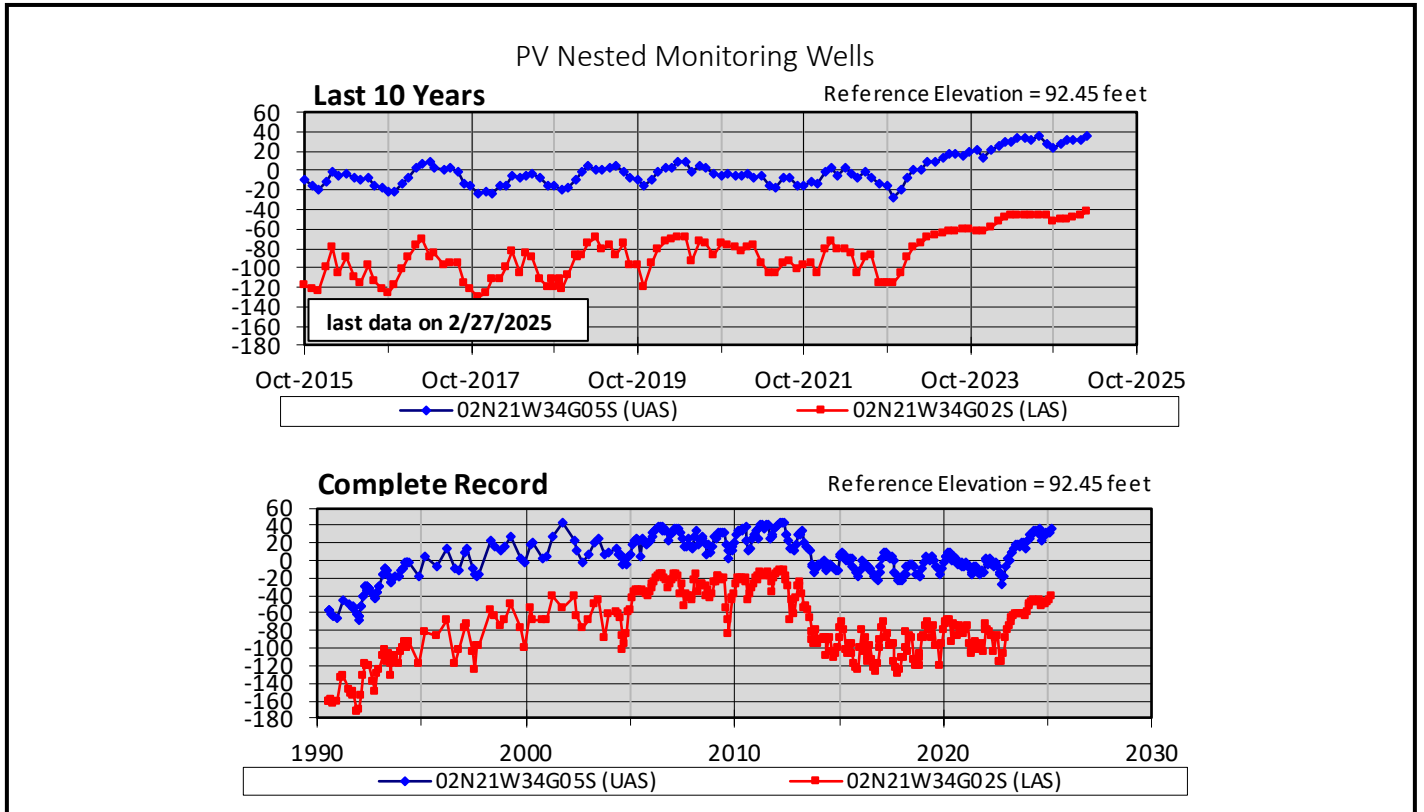
Groundwater Elevation Records – Oxnard Basin



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

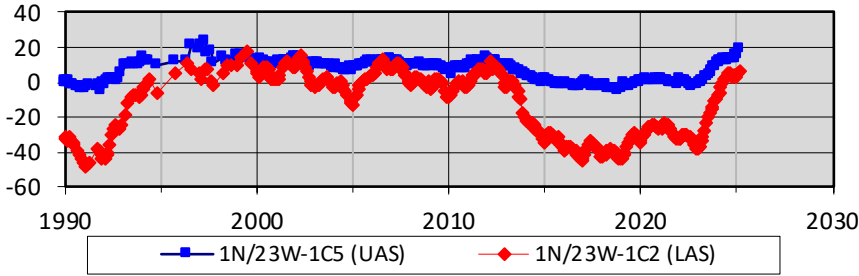


Groundwater Elevation Records – Pleasant Valley Basin

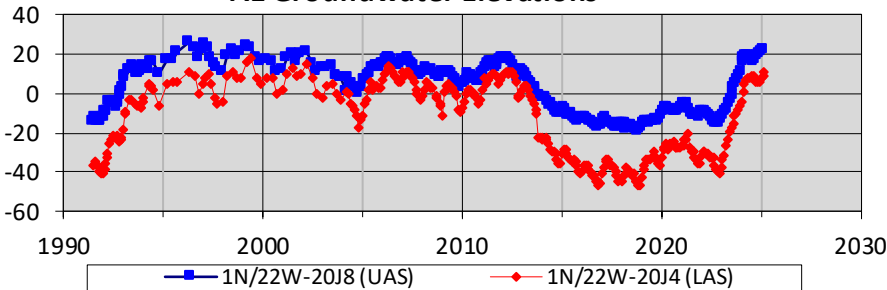


Groundwater Elevation Records – Coastal Nested Monitoring Wells

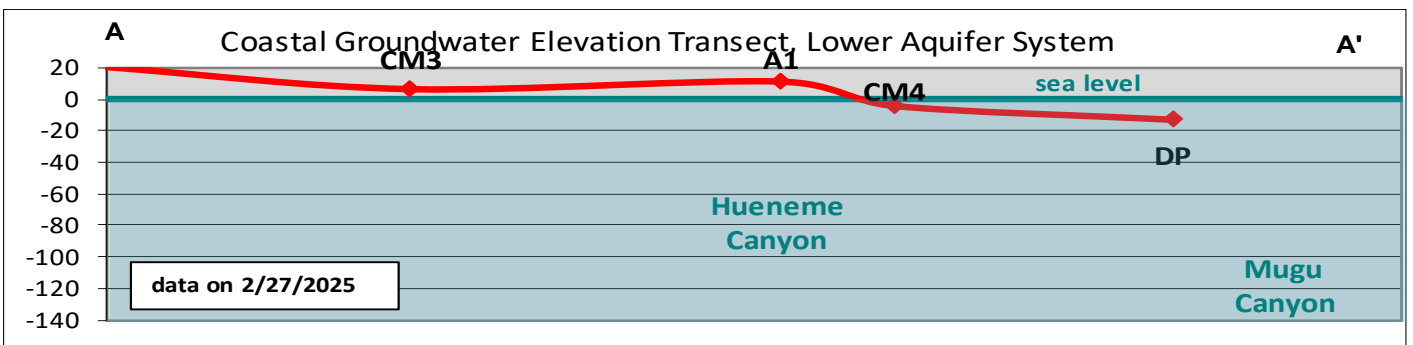
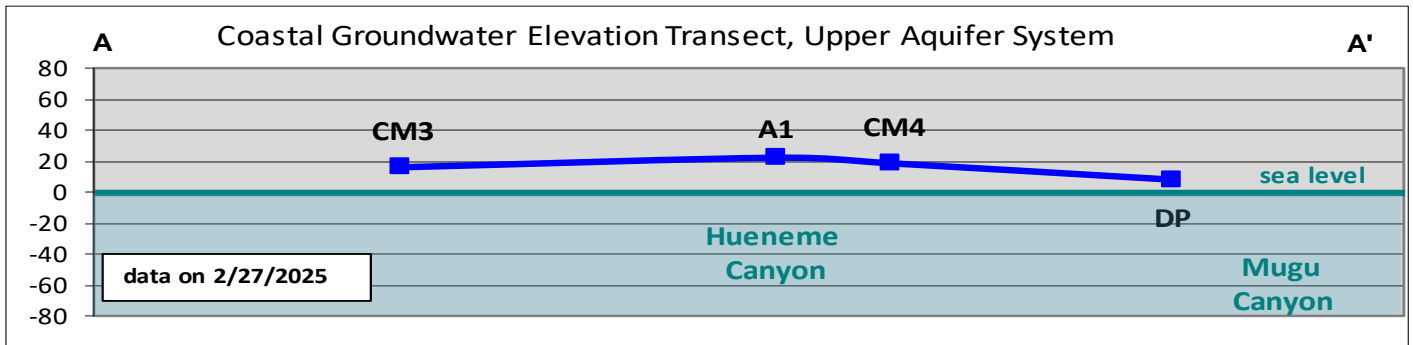
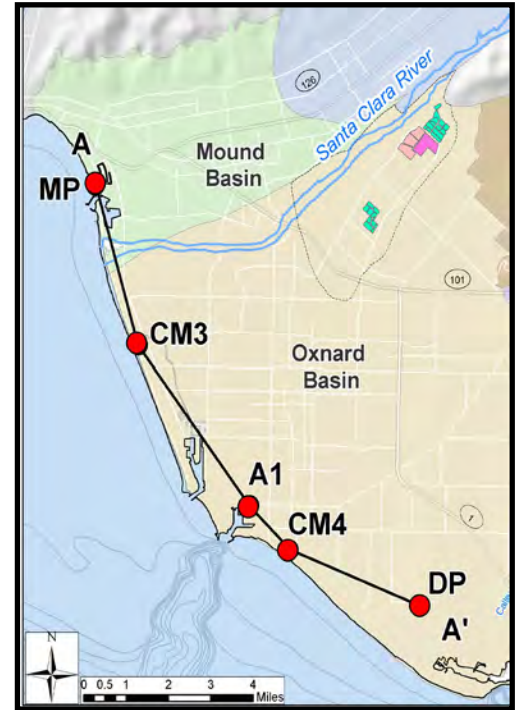
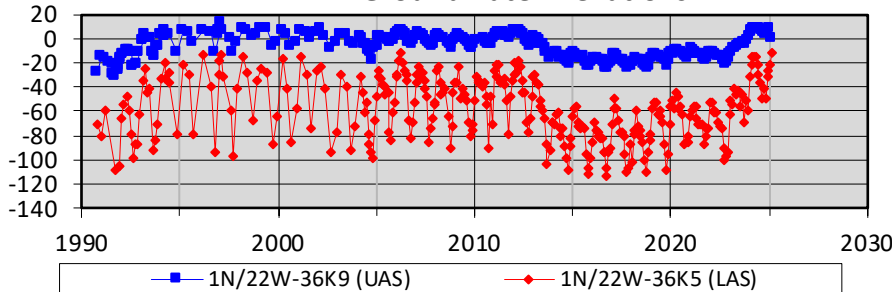
CM3 Groundwater Elevations



A1 Groundwater Elevations



DP Groundwater Elevations



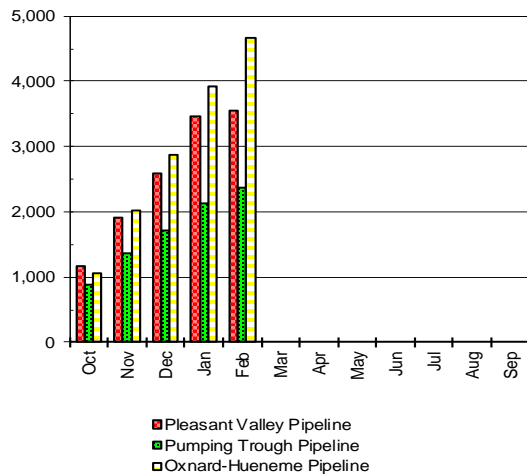
Monthly Water Deliveries, acre-feet (Water Year 2024/25)

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
PV Pipeline (surface water)	1,177.5	734.3	679.6	876.1	85.9							
PV Pipeline (Saticoy well field)	0.0	0.0	0.0	0.0	0.0							
Total to Pleasant Valley Pipeline	1,177.5	734.3	679.6	876.1	85.9							
PTP (surface water)	772.4	414.7	335.7	404.6	198.1							
PTP (PTP 1-5)	115.2	65.2	12.7	19.8	30.6							
PTP (OH-12/13)	0.0	0.0	0.0	0.0	0.0							
PTP (Saticoy well field)	0.0	0.0	0.0	0.0	0.0							
Total PTP	887.6	479.9	348.4	424.4	228.7							
C-customers (surface water)	0.0	0.0	0.0	0.0	0.0							
Saticoy Well Field (groundwater)	0.0	0.0	0.0	0.0	0.0							
O-H Pipeline (groundwater)	1,051.5	976.6	853.0	1,033.7	748.2							
Total Surface Water Delivery (PTP, PV, c-cust)	1,949.9	1,149.0	1,015.3	1,280.7	284.0							
Total Groundwater Delivery (PTP, OH, Sat)	1,166.7	1,041.8	865.7	1,053.5	778.8							
Total Delivery (surface water, groundwater)	3,116.6	2,190.8	1,881.0	2,334.2	1,062.8							

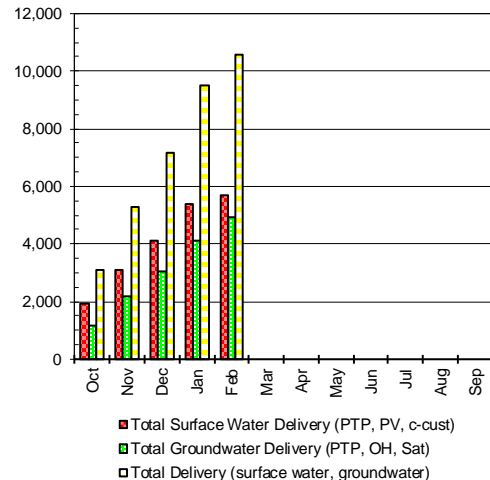
Cumulative Water Deliveries, acre-feet (Water Year 2024/25)

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
PV Pipeline (surface water)	1,177.5	1,911.8	2,591.4	3,467.5	3,553.4							
PV Pipeline (saticoy well field)	0.0	0.0	0.0	0.0	0.0							
Total to Pleasant Valley Pipeline	1,177.5	1,911.8	2,591.4	3,467.5	3,553.4							
PTP (surface water)	772.4	1,187.1	1,522.8	1,927.4	2,125.5							
PTP (PTP 1-5)	115.2	180.4	193.1	212.9	243.5							
PTP (OH-12/13)	0.0	0.0	0.0	0.0	0.0							
PTP (Saticoy well field)	0.0	0.0	0.0	0.0	0.0							
Total PTP	887.6	1,367.5	1,715.9	2,140.3	2,369.0							
C-customers (surface water)	0.0	0.0	0.0	0.0	0.0							
Saticoy Well Field (groundwater)	0.0	0.0	0.0	0.0	0.0							
O-H Pipeline (groundwater)	1,051.5	2,028.1	2,881.1	3,914.8	4,663.0							
Total Surface Water Delivery (PTP, PV, c-cust)	1,949.9	3,098.9	4,114.2	5,394.9	5,678.9							
Total Groundwater Delivery (PTP, OH, Sat)	1,166.7	2,208.5	3,074.2	4,127.7	4,906.5							
Total Delivery (surface water, groundwater)	3,116.6	5,307.4	7,188.4	9,522.6	10,585.4							

Cumulative deliveries by system



Cumulative deliveries by source/type



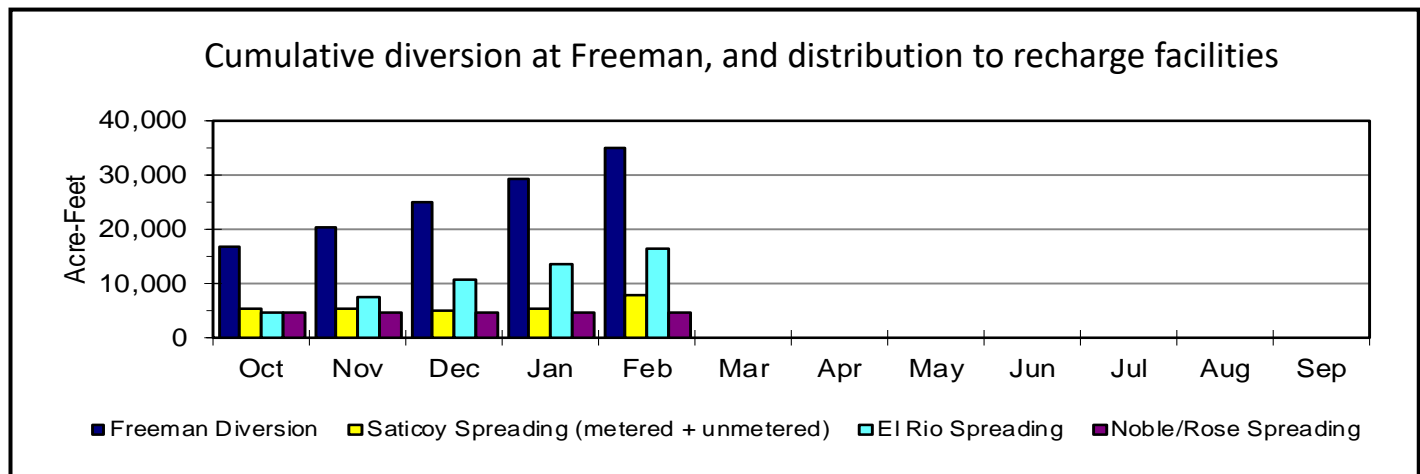
Monthly diversion and recharge totals by facility, 2024/25, in acre-feet

Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble/Rose Spreading	LBMWC Water Use
Oct	0	16,587	5,368	4,700	4,545	25
Nov	0	3,774	-111 *	2,636	70	31
Dec	0	4,438	-139 *	3,534	0	27
Jan	0	4,272	314	2,566	71	41
Feb	0	5,905	2,542	2,923	148	8
Mar	0					
Apr	0					
May	0					
Jun	0					
Jul	0					
Aug	0					
Sep	0					

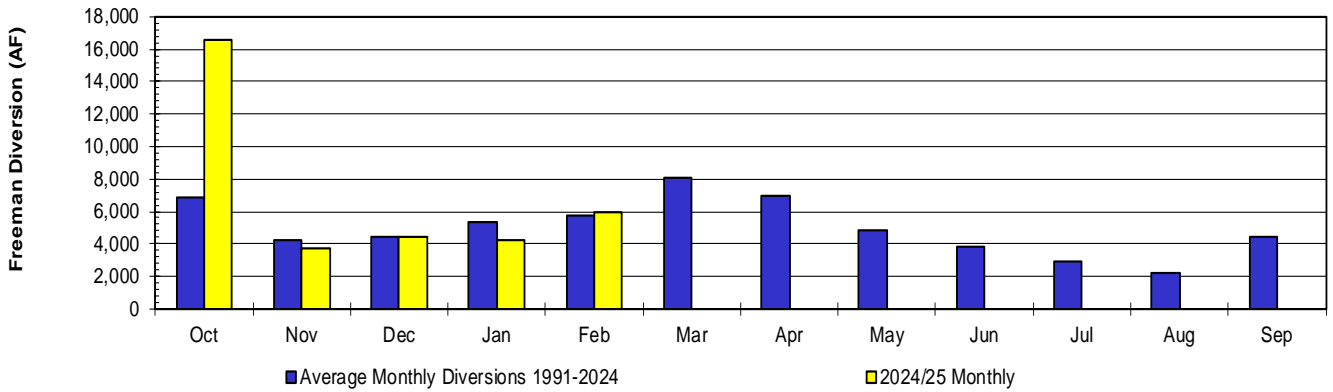
*Metered recharge at Saticoy is zero. Negative values are due to minor measurement inconsistencies where the sum of metered deliveries (surface water and recharge to El Rio) exceed metered diversions.

Cumulative diversion and recharge totals by facility, 2024/25, in acre-feet

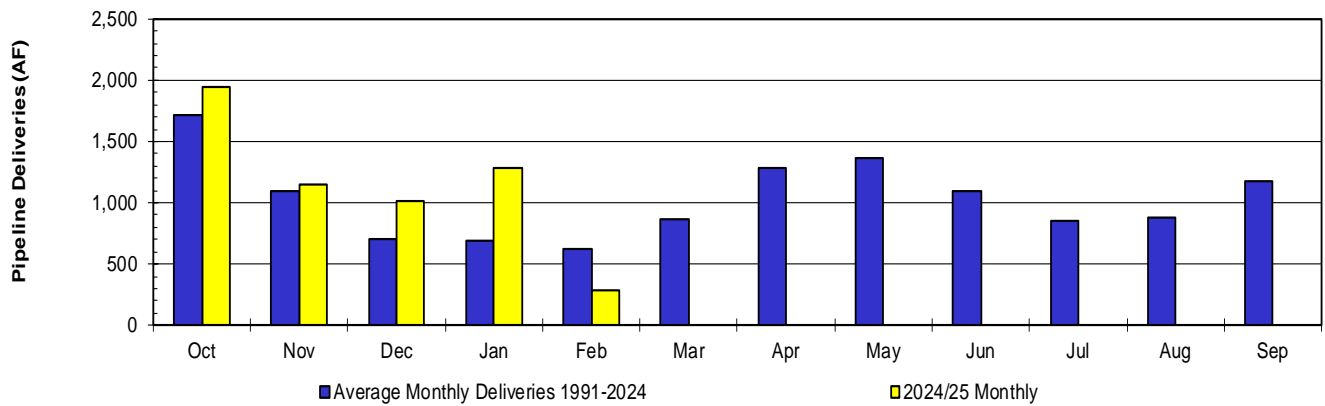
Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble/Rose Spreading	LBMWC Water Use
Oct	0	16,587	5,368	4,700	4,545	25
Nov	0	20,361	5,256	7,335	4,615	56
Dec	0	24,799	5,118	10,869	4,615	84
Jan	0	29,071	5,431	13,436	4,685	125
Feb	0	34,976	7,973	16,358	4,833	133
Mar	0					
Apr	0					
May	0					
Jun	0					
Jul	0					
Aug	0					
Sep	0					



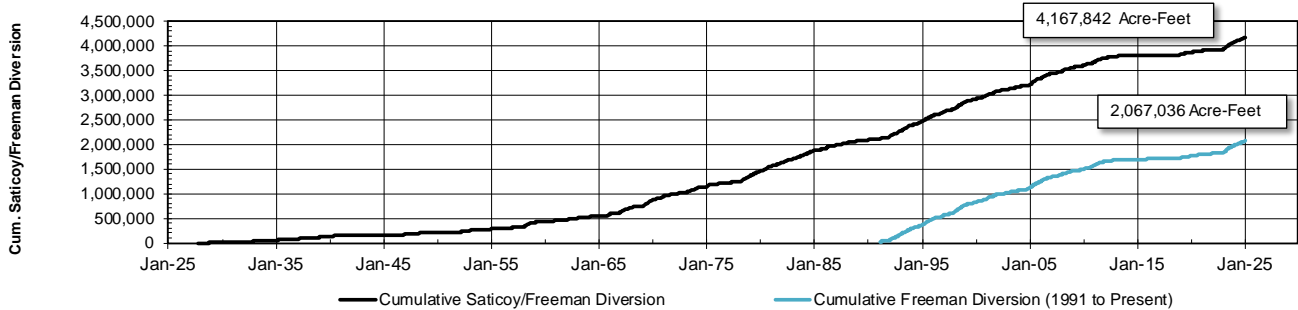
Monthly 2024/25 diversion at Freeman,
compared to average monthly diversions (1991-2024)



Monthly 2024/25 pipeline deliveries (surface water deliveries),
compared to average monthly pipeline deliveries (1991-2024)

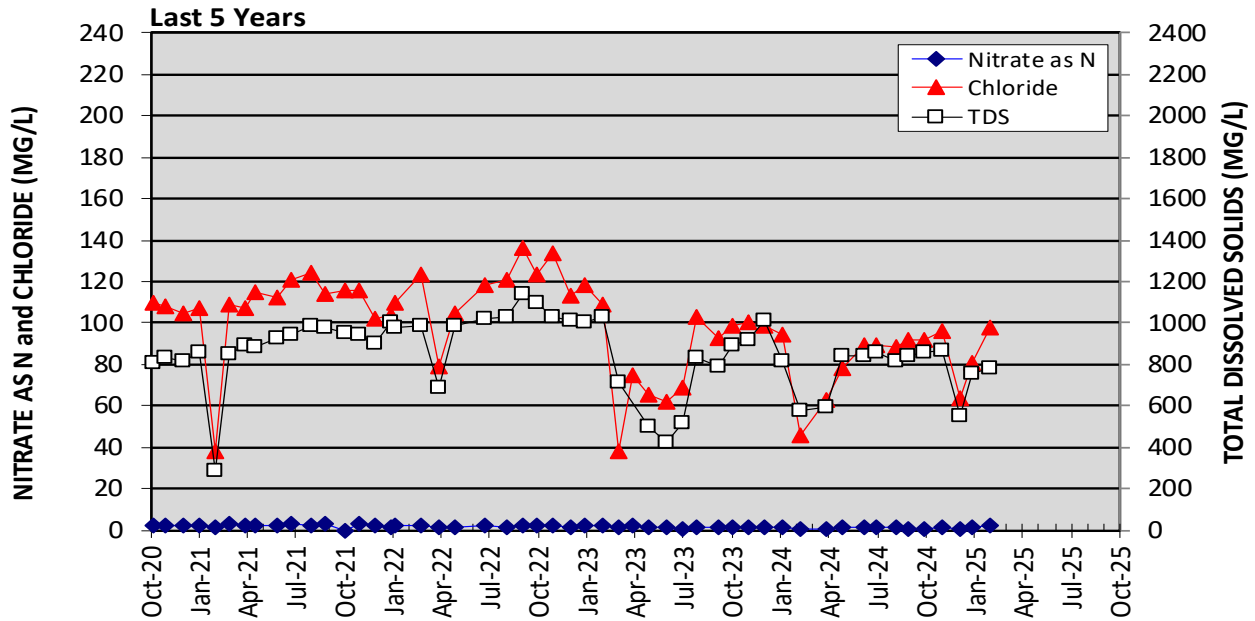


Cumulative diversion at Saticoy and Freeman Diversion, in acre-feet

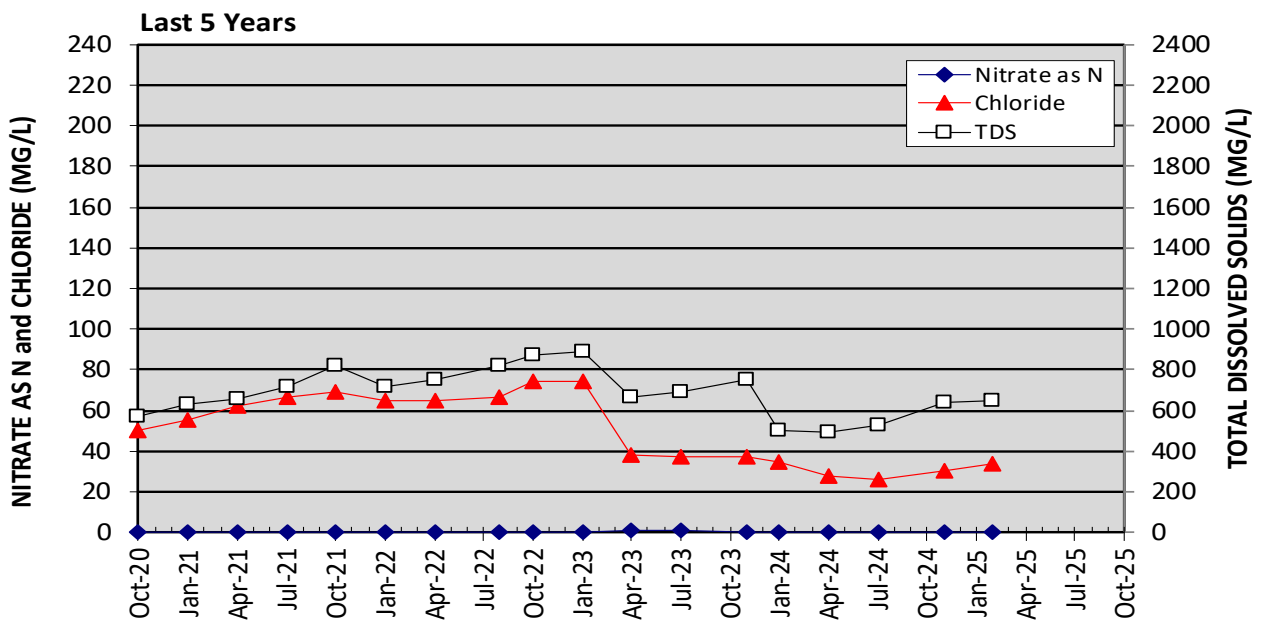


Water Quality

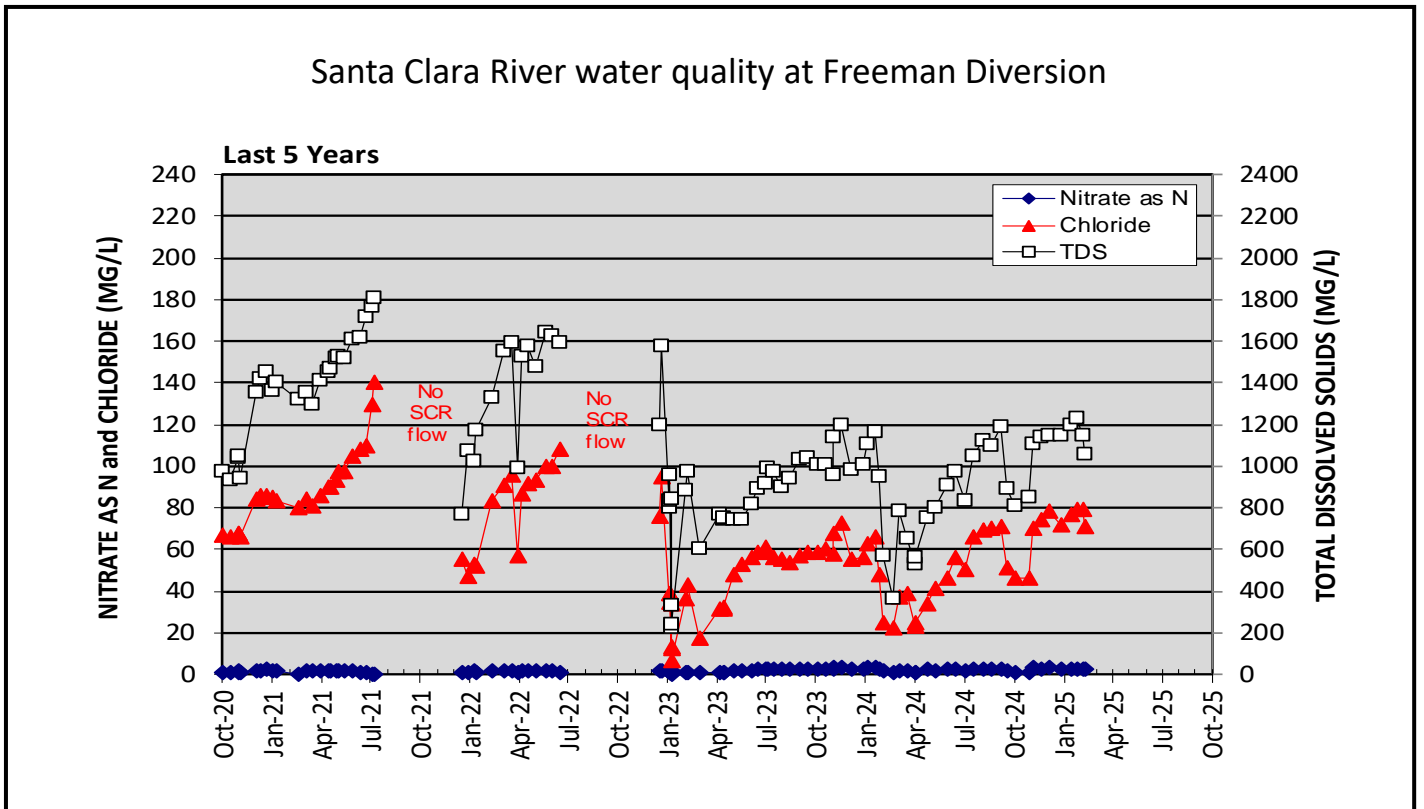
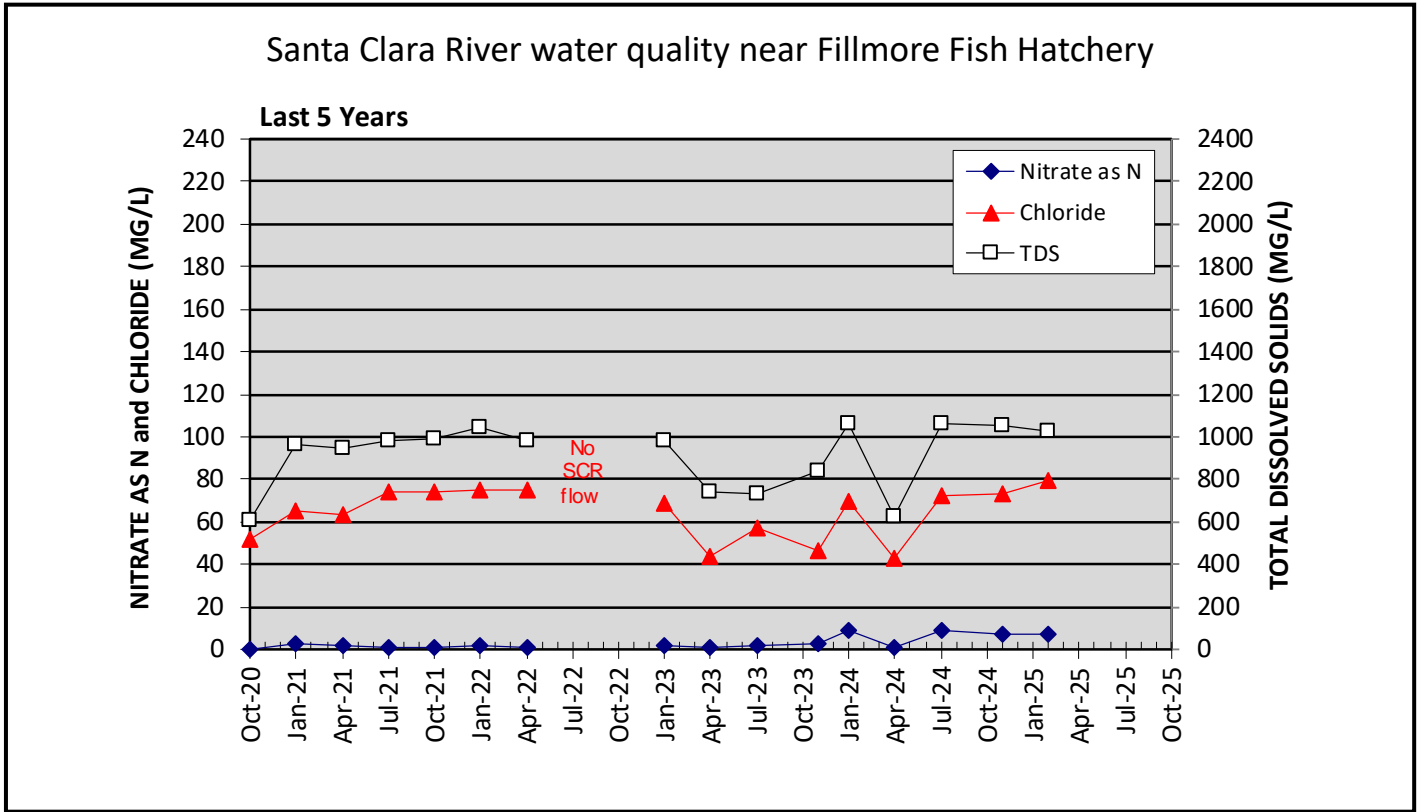
Santa Clara River water quality near Los Angeles/Ventura County line



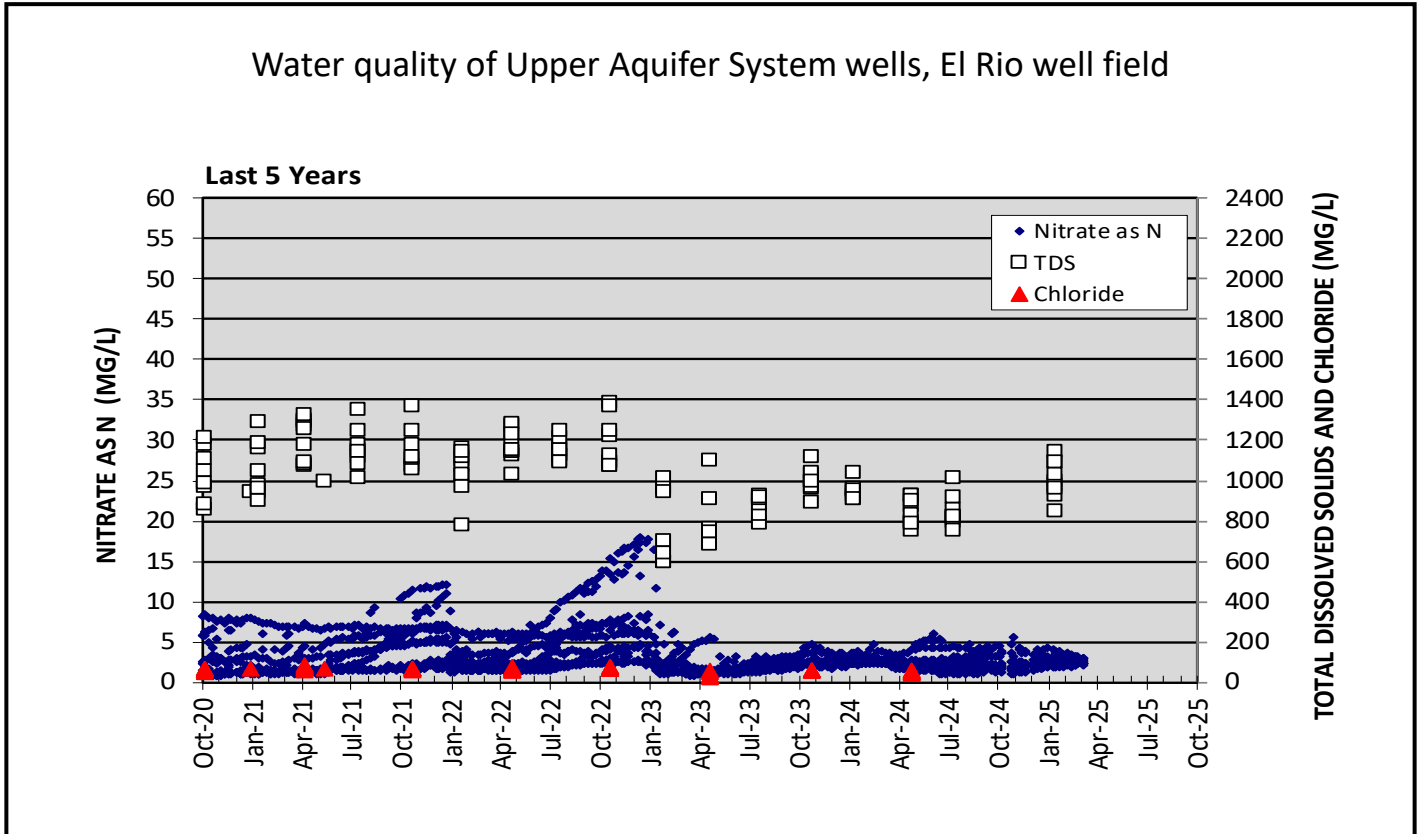
Piru Creek water quality below Santa Felicia Dam

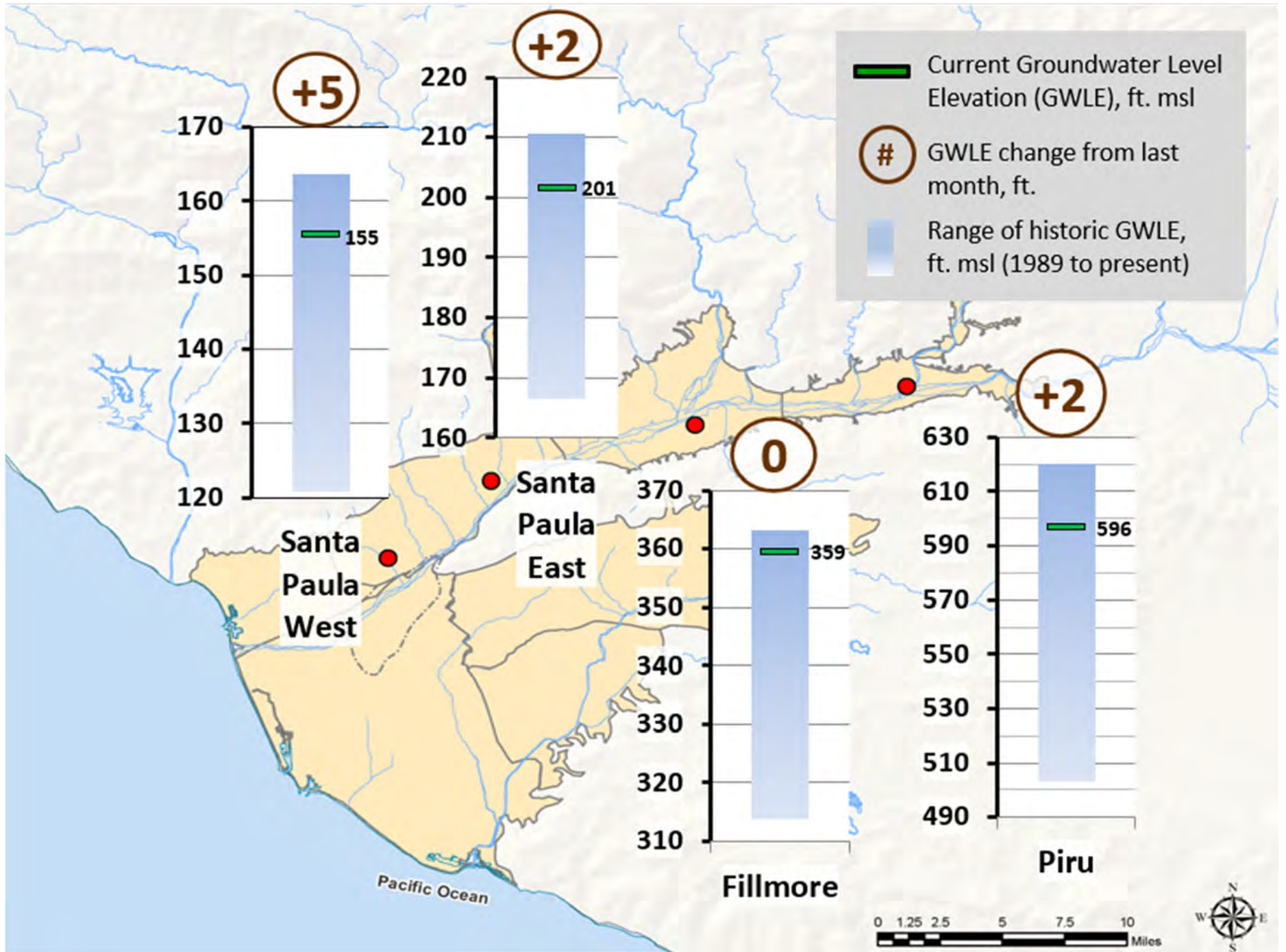


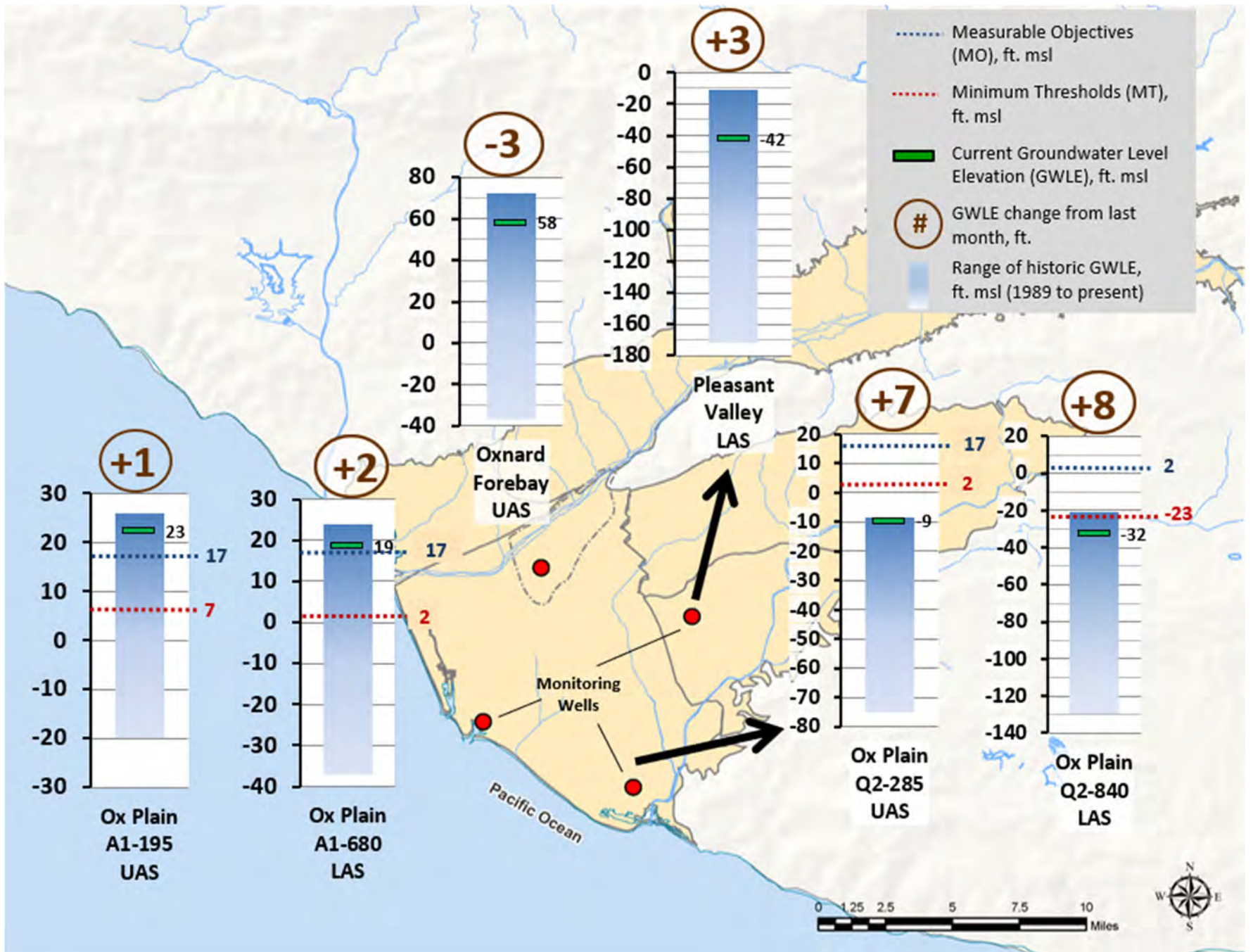
Water Quality



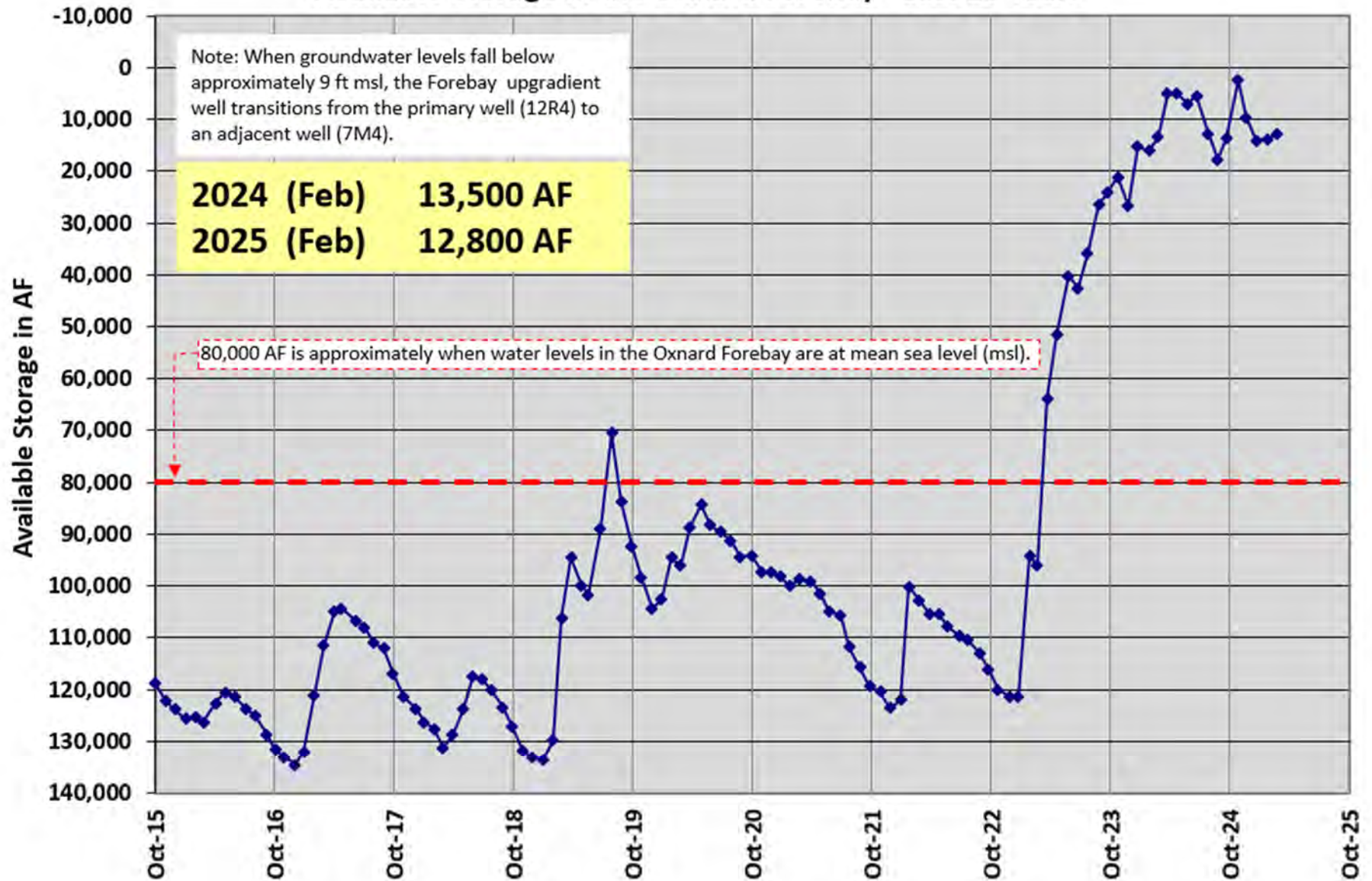
Water Quality

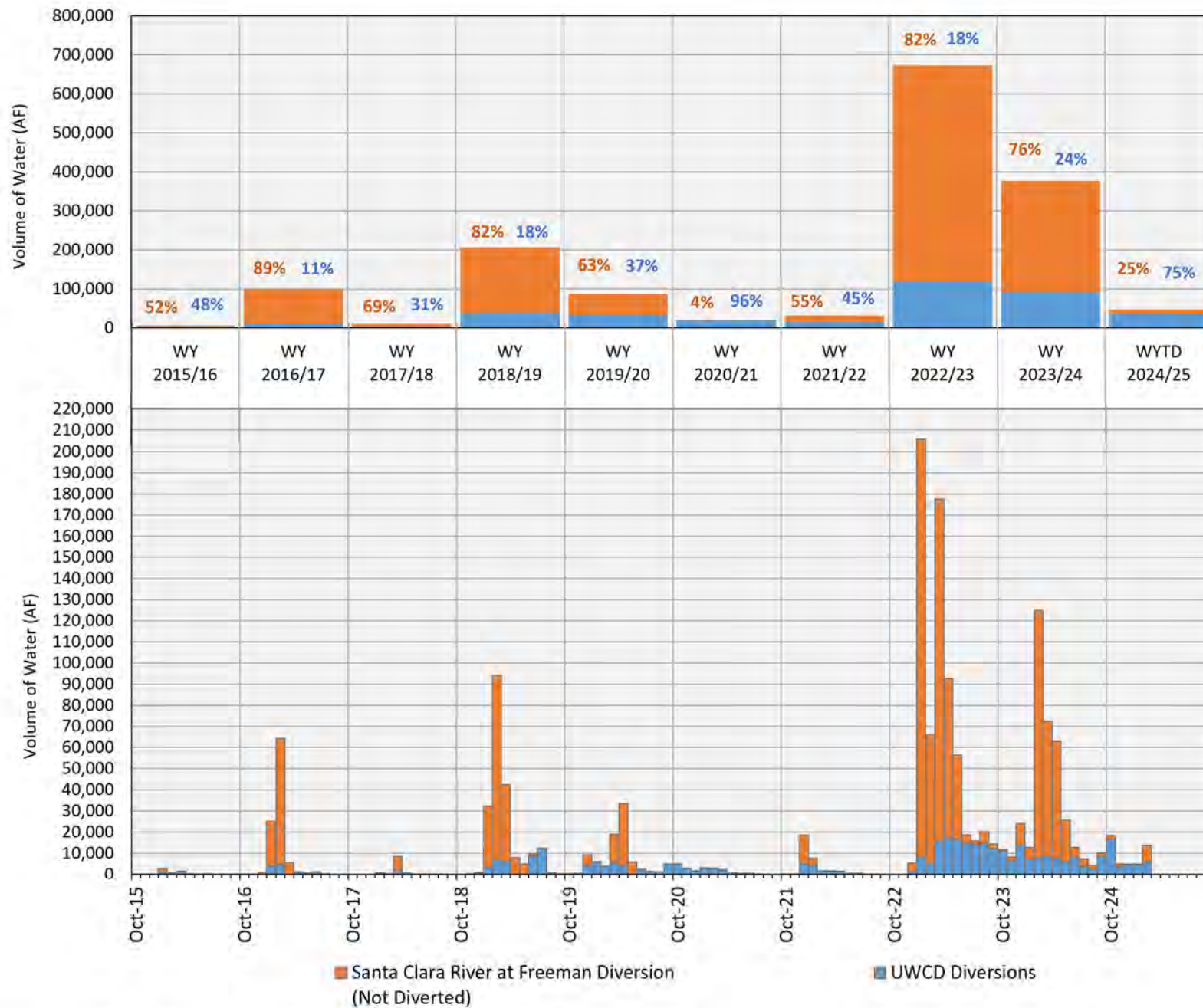






Available Storage in the Oxnard Forebay - Last 10 Years





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



STAFF REPORT

To: UWCD Board of Directors

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

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

Date: March 25, 2025 (April 9, 2025, meeting)

Agenda Item: 3.3 Investment Monthly Report (February 2025)
Information Item

Staff Recommendation:

Review the most current investment report for the month ending February 28, 2025.

Discussion:

None. Informational only.

Fiscal Impact:

As shown.

Attachment:



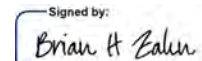
Combined Investment Monthly Report

**United Water Conservation District
Monthly Investment Report
February 28, 2025**

Investment Recap	G/L Balance	Weighted Avg Days to Maturity	Diversification Percentage of Total
Citizens Business Bank	11,348,611	1	21.30%
Petty Cash	5,400	1	0.01%
County Treasury	3,217	1	0.01%
LAIF Investments	41,923,239	1	78.67%
Total Cash, Cash Equivalents and Securities	53,280,467		100.00%
Investment Portfolio w/o Trustee Held Funds	53,280,467		
Trustee Held Funds	-		
Total Funds	53,280,467		

Local Agency Investment Fund (LAIF)	Beginning Balance	Deposits (Disbursements)	Ending Balance
	29,612,033	12,311,206	41,923,239
	Interest Earned YTD	Interest Received YTD	Qtrly Yield
	664,094	1,009,303	4.62%

..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.

 <small>DocuSigned by:</small> <small>70D59ECF008048E</small>	On behalf of Mauricio Guardado	3/25/2025
<hr/> Mauricio Guardado, General Manager		<hr/> Date Certified
 <small>DocuSigned by:</small> <small>70D59ECF008048E</small>		3/25/2025
<hr/> Anthony Emmert, Assistant General Manager		<hr/> Date Certified
 <small>Signed by:</small> <small>80D59ECF008048E</small>		3/25/2025
<hr/> Brian H. Zahn, Chief Financial Officer		<hr/> Date Certified

United Water Conservation District			
Cash Position			
February 28, 2025			
Fund	Total	Composition	Restrictions/Designations
General/Water Conservation Fund:			Revenue collected for district operations
General/Water Conservation	22,262,994	8,951,313	Includes General, Rec & Ranger, Water Conservation
		4,962,000	Reserved for legal expenditures
		1,249,683	Designated for replacement, capital improvements, and environmental projects
		7,099,999	Supplemental Water Purchase Fund
General CIP Funds	10,556,014	10,556,014	Appropriated for capital projects
	5,133,911	5,133,911	Reserved for CIP Projects
Special Revenue Funds:			Revenue collected for a special purpose
State Water Project Funds	6,317,912	6,317,912	Procurement of water/rights from state water project
Enterprise Funds:			Restricted to fund usage
Freeman Fund	(1,208,153)	(1,208,153)	Operations, Debt Service and Capital Projects
		-	Designated for replacement and capital improvements
		-	Reserved for legal expenditures
Freeman CIP Fund	4,381,632	4,381,632	Appropriated for capital projects
OH Pipeline Fund	1,505,991	1,505,991	Delivery of water to OH customers
OH CIP Fund	1,188,451	1,188,451	Appropriated for capital projects
OH Pipeline Well Replacement Fund	(20,591)	(20,591)	Well replacement fund
PV Pipeline Fund	1,081,832	1,081,832	Delivery of water to PV customers
PV CIP Fund	254,128	254,128	Appropriated for capital projects
PT Pipeline Fund	1,418,391	1,418,391	Delivery of water to PTP customers
PT CIP Fund	407,955	407,955	Appropriated for capital projects
Total District Cash & Investments	53,280,467	53,280,467	



STAFF REPORT

To: UWCD Board of Directors

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

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

Date: March 25, 2025 (April 9, 2025, meeting)

Agenda Item: 3.4 Request from Durango Harvest Inc. for a Payment Plan Motion

Staff Recommendation:

Approve a request from Durango Harvest Inc. to enter a payment plan for groundwater extraction charges of \$5,903.42 incurred from the billing period of July 1, 2024, to December 31, 2024.

Discussion:

Cindy Balderas, a representative of Durango Harvest Inc., has requested a payment plan for groundwater extraction charges totaling \$5,903.42 incurred during the billing period from July 1, 2024, to December 31, 2024. The United Water Conservation District's (District) adopted payment plan policy requires Board approval for payment plans extending the payment of the delinquent amounts beyond six months. The proposed payment plan spans nine months, comprising eight installments of \$700.00 each, followed by a final payment of \$303.42 as listed below.

Due Date	Amount Due
4/21/2025	\$700.00
5/21/2025	\$700.00
6/21/2025	\$700.00
7/21/2025	\$700.00
8/21/2025	\$700.00
9/21/2025	\$700.00
10/21/2025	\$700.00
11/21/2025	\$700.00
12/21/2025	\$303.42

3.4 Request from Durango Harvest Inc. for a Payment Plan Motion

Ms. Balderas has informed the District they are currently unable to pay the full amount due to ongoing financial challenges. She mentioned there are other pressing financial obligations, including payroll, which Durango Harvest Inc. must address. Ms. Balderas has demonstrated her commitment to settling the balance by submitting a payment of \$600.00 towards the initial amount owed on February 11, 2025. Staff recommends that the Board approve the proposed payment plan.

Fiscal Impact:

Minimal fiscal impact, General Water Conservation Funds will receive funds for Fiscal Year 24-25 later than anticipated.

Attachment:

Payment Plan Request



PAYMENT PLAN REQUEST

Durango Harvest Inc. has requested to enter a nine-month payment plan for groundwater extraction charges totaling \$5,903.42, incurred between July 1, 2024, through December 31, 2024. Cindy Balderas, a representative for the company, indicated that they are facing financial difficulties and cannot pay the full amount at once. The payment plan includes eight installments of \$700.00 and a final payment of \$303.42, ranging from April 21, 2025, to December 21, 2025. She has shown commitment to settling her balance by making an initial payment of \$600.00 toward the total amount owed. Staff recommends approving the payment plan.

Entered payment plan within the last three years: Yes _____ No X

Payment Plan Amount: \$ 5,903.42

Approved X Denied _____

Signature:  FOR MEG Date 25 MAR 2025
Mauricio Guardado, General Manager

Signature:  Date 3/25/25
Brian Zahn, Chief Financial Officer



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, 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: March 21, 2025 (April 9, 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 March 2025.

1. Major Facilities Update

- **Santa Felicia Dam**
 - On February 1st, 2025, the lake level was 1012.4' and on February 28th, 2025, the lake level had risen to 1014.8'.
 - Santa Felicia Dam release flows consistently remained at 7+ cubic feet per second (cfs) throughout February due to Habitat Flow requirements and no Migration Releases due to lack of rainfall.
 - United staff performed the Monthly Siren Test on Friday, March 7, 2025, with no issues to report.
 - Various preparations are ongoing and continuing at SFD in anticipation of regulatory inspection season.
 - SFD's monthly inspection is ongoing for the month of March.
 - Staff utilize a rental manlift for housekeeping tasks, such as dusting equipment and cleaning security camera lenses.
 - Various Dam Safety Improvement workshops and meetings taking place regarding the new Outlet Works Project.
 - Herbicide application and weed abatement ongoing near SFD and the Piru Spreading Grounds.

- **Freeman Diversion, Saticoy, and El Rio Recharge Facilities**
 - District staff operated the Freeman Diversion at various flows throughout March, harvesting Santa Clara River flows and storm runoff, maintaining compliance with our environmental regulations, and delivering surface water to El Rio, PTP, and PV pipelines.

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

- Various clean-up activities are taking place at and 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.
- Staff completed the scraping of Pond G at the Saticoy Spreading Grounds. Staff have now moved to Pond F, and that process is ongoing.
- BC Rincon performed asphalt overlay and crack sealing on various locations along SP Milling Road.
- Various heavy equipment maintenance is ongoing and continuing at the Saticoy location.
- Various cleanup and maintenance activities are ongoing around the Saticoy Shop and the Freeman Diversion.
- Static water levels (distance of water from the well pad to the water table):

Facility	2025*	2024	2023
Saticoy	40'	26'	62'
El Rio	47'	62'	129'
PTP	54'-97'	56'-89'	97'-115'

** Static groundwater levels are typically recorded in the last week of the month. This table represents data in the month of February.*

- **Oxnard Hueneme (OH) Delivery System**

- El Rio operators performed an annual preventative maintenance (PM) check of Booster Plant 16" check valves and oil changes on motors that drive these pumps.
- El Rio operator obtained quarterly TCP 1,2,3 water quality samples from all OH wells.
- El Rio operators responded and rectified multiple alarms for OH VFD booster pumps.
- El Rio operators isolated PHWA emergency turnout for PM work on their flow control valve.
- El Rio staff met with contractors at multiple sites to discuss upcoming raising of OH pipeline manholes.
- El Rio staff met with consultants to discuss progress on feasibility study to replace natural gas engine booster station with emergency generator power.
- El Rio operators replaced the flow meter that registers water usage for Naval Construction Battalion Center (CBC) Port Hueneme.
- El Rio operators performed testing and adjustments to the Iron and Manganese (Fe/Mn) Plant pressure relief system.

- **Pleasant Valley County Water District (PVCWD)**

- PVCWD received United's surface water supply, and surface water supply from Conejo Creek Project.

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

- 12% sodium hypochlorite injection continues at Saticoy's Moss Screen facilities for quagga mussel control.
- **Pumping Trough Pipeline (PTP)**
 - During February, the PTP system demand was met with surface water and PTP wells.
 - UWCD staff conducted drone video footage of the construction work for the Recycle Water pipeline project on Laguna Rd.
 - El Rio operators drained and dewatered PV pipeline to replace Total Irrigation Delivery (TIID) flow meter.
 - El Rio operators performed monthly operational tests of the PTP emergency generators.
 - El Rio operators assisted Groundwater Dept. with water quality data gathering at PTP well 2.
- **Control Systems**
 - Announced to O&M the implementation and planned enforcement of security enhancements for the Industrial Control Systems
 - A Resolution related to the State and Local Cybersecurity Grant Program (SLCGP) was presented to the Engineering and Operations Committee in March and was adopted by the Board on March 12, 2025.
 - New lighting has been installed at the PTP Reservoir.
 - A new speaker system for remote monitoring has been installed at the PTP Reservoir.
 - Floc Building camera has been replaced, and a new camera has been integrated into Genetec.
 - Replaced the main electrical contactors at the Moss Screen.
- **Lake Piru Water System**
 - All the chlorine residuals and turbidity readings for the Lake Piru Water Treatment system were within proper ranges in the month of February.
 - Monthly pH, turbidity, and coliform samples were obtained from Lake Piru, as part of the Long Term 2 Enhanced Surface Water Treatment Rule compliance monitoring. The results were favorable, with another passing grade.
 - Basic maintenance and inspections are ongoing and continuing.

2. Operations and Maintenance Projects Update

- El Rio completed the monthly DDW Drought Tolerance report.
- Staff performed weed abatement at PTP and PV reservoirs.
- El Rio staff continued training the new interim Chief Water Treatment Operator on daily operations for OH, PTP, and PV activities.
- Saticoy and SFD staff assisted the Recreation Team by performing carpentry and landscaping work at the Condor Point Store.

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

- El Rio operator completed the State Water Resources Control Board Electronic Annual Report and submitted it to DDW.
- El Rio operators performed monthly testing and calibration of chlorine and ammonia leak detection systems.
- El Rio staff attended OH Emergency Response Plan update and Recycle Water Project meetings.

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.
- El Rio staff completed annual NPDES reports and submitted them to Los Angeles Regional Water Quality Control Board.
- Static water levels were obtained for all El Rio, Saticoy, and PTP wells.
- Weed abatement continued throughout the District.
- Saticoy staff assisted the El Rio Team by operating District and rental heavy equipment to spread and compact road base around El Rio's spreading pond's roads.

4. Safety and Training

- Staff attended a safety meeting on equipment safety with focus on the grinder and chop saw on March 20.
- 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 February



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager
Anthony Emmert, Assistant General Manager

From: Bernard Riedel Jr., Senior Park Ranger

Date: March 31, 2025 (April 9, 2025, meeting)

Agenda Item: 4.2 Recreation Department Monthly Report
Information item

Staff Recommendation:

Receive this summary report from the Recreation Department regarding its activities for the month of March 2025.

Discussion:

March is the beginning of the busy season and visitation numbers are steadily increasing. Staff continue to work on various projects throughout the park in preparation for the busy summer months.

Tasks and Activity Highlights

- Bear-proofed dumpster lids were installed by EJ Harrison on some of the dumpsters to reduce the mess made by some of the local wildlife on March 7.
- Staff installed new volleyball nets in the campground and day use area on March 18.
- Staff installed new horseshoe pits near the lower restroom in Olive Grove campground on March 21.
- Throughout March, staff restriped parking lots and replaced six plastic or aluminum trashcans with steel bear proof trashcans to reduce the mess made by some of the local wildlife.

Training/Meetings/Events

- On March 3, Park Rangers discovered large graffiti markings on three trash dumpsters and a vandalism report was made to the Ventura County Sheriff's Office. Staff have increased their monitoring for this type of activity to either prevent or ensure it is reported and cleaned up expeditiously.
- Park Ranger Cadets Paul Reynoso and Jerrett Howrey attended Public Safety-First Aid training on March 7 to 9, 2025, which equips personnel with the skills and knowledge to render care until EMS resources arrive.

4.2 Recreation Department Monthly Report Information Item

- On March 11, O&M staff provided herbicide applicator training to LPRA staff. This training will allow staff to safely apply herbicide to the abundant weed growth that appears after the rainy season throughout the park.
- Throughout March, Park Rangers completed training in case law, and law enforcement policies and procedures from District vendor Lexipol as well as completed safety training from District vendor Target Solutions.

Revenue and Visitation Recap

2025 Day Use/Other Revenue Recap and Comparison	
2025 Day Use/Other Revenue (Jan 1 – March 25)	\$50,860
2024 Day Use/Other Revenue (Jan 1 – March 25)	\$51,048
Total Revenue Increase/Decrease from Prior Year	\$188
Annual Increase/Decrease %	.4%
2025 Camping Revenue Recap and Comparison	
2025 Camping Revenue (Jan 1 – March 25)	\$100,621
2024 Camping Revenue (Jan 1 – March 25)	\$97,658
Total Revenue Increase/Decrease from Prior Year	\$2,963
Annual Increase/Decrease in %	3%
Total Combined Revenue Current and Previous Year Comparison (2025 vs. 2024)	
2025 All Revenue (Jan 1 – March 25)	\$151,481
2024 All Revenue (Jan 1 – March 25)	\$145,706
Total Revenue Increase from Prior Year	\$5,775
Annual Increase/Decrease in %	4%

* It should be noted that the above figures have not been verified by the District's Finance Department.

2025 Total Visitation Figures				
Month	# People	# Vehicles	# Vessels	# Pets
January	1,952	649	76	3
February	3,203	1,141	189	12
March	3,965	1,413	339	7
Total	9,120	3,203	604	22

4.2 Recreation Department Monthly Report Information Item

Incidents

On March 20, Park Rangers responded to a verbal complaint regarding a man hitting his wife in their campsite. The Ventura County Sheriff's Office was notified, and deputies took the man, who was identified as having an outstanding arrest warrant in Illinois, into custody without further incident.

Citations/Enforcement Summary

Throughout March, 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 that Park Ranger staff issued verbal warnings for violations of District ordinances and state laws.



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, 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: March 21, 2025 (April 9, 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 March 2025, including a summary of the activities of the Santa Paula Basin 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 activities conducted by staff during the month included the following:

- Groundwater modeling:
 - Staff continued updating the groundwater model for the Fillmore-Piru Basins Groundwater Sustainability Agency (FPGSA).
 - Staff supported the OPV adjudication process.
 - Staff provided a level of effort estimate to Mound Basin GSA in response to their request for a detailed budget estimate on modeling support for the Mound Basin GSP update.

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

- Hydrology:
 - Staff are monitoring and coordinating with the Operations Department for operations of diversions while implementing the bypass flows for steelhead migration.
 - Staff continued to assist in evaluating fish passage under consideration for United's Habitat Conservation Plan (HCP), particularly comments provided by NMFS and CDFW.
 - Staff is preparing a new model to evaluate proposed bypass flows on an hourly basis to help inform the HCP process.
 - Staff evaluated and prepared a report on the impact of water resources on alternative designs proposed for the new outlet works intakes of the SFD SIP.
 - Staff is evaluating and planning supplemental SWP purchases.
 - Staff continued to provide information and review reports for the FPBGSA.
 - 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 attended the Evidentiary Hearing with Wishtoyo on March 6-7, and are preparing with Legal for a second Evidentiary Hearing in April.
 - Staff evaluated the flex allocation program for the recent operations of the Saticoy Wells.

- Hydrogeology:
 - Staff finalized the WY 2024 Annual Groundwater Conditions report for submission to Board Secretary Kimball on Monday, March 3.
 - Staff finalized the Santa Paula Basin annual report following review by TAC members. Staff also prepared the associated annual submission required by DWR for adjudicated basins under SGMA.
 - Staff continued supporting United's legal counsel with the collection and organization of information as required in response to legal actions.
 - Staff continued to participate in the planning and execution of Phase 1 of the EBB Water Project at Navy Base Ventura County (NBVC) Point Mugu, including the following activities:
 - Submittal of a Notice of Completion for the EBB monitoring wells with Ventura County (required for SGM grant closeout) and preparation of a change order to adjust the significantly reduced final drilling cost.

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

- Processing aquifer-testing and water-quality data from the new EBB monitoring wells.
 - Plan last steps in SGM grant funding, including final reporting to DWR under SGM grant.
 - Staff continued supporting the first 5-Year GSP Update effort in the Fillmore and Piru Basins by providing and processing data for the Fillmore-Piru Basins Groundwater Sustainability Agency's consultant.
 - Staff continued development of United's Water Resources Development draft budget for FY 2025/26.
 - Staff prepared annual reports to FCGMA regarding surface-water use (required for our "SCR flex allocation") and Forebay conditions (for GREAT water allocation adjustment by the City of Oxnard).
 - Staff continued organizing data and planning for the preparation of a five-year update to United's Santa Clara River Watershed Sanitary Survey, as required by the State Division of Drinking Water (DDW).
 - Staff conducted routine collection of 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 working with the Operations and Engineering Departments, as well as the Division of Drinking Water staff, to update United's public water-supply permit for the O-H System.
 - Staff continued developing plans to update United's Database Management System across departments.
- Outreach and Education
 - Staff led a tour of the Freeman Diversion and Saticoy Spreading Facility to the Groundwater Resources Association of California, Central Coast chapter, on March 13.
 - Staff participated in Association of Water Agencies-Ventura County Annual Symposium Committee meetings and helped develop a Symposium program.
 - Staff attended an Association of Water Agencies-Ventura County "Water Issues Committee" meeting and provided an update on Santa Clara River Watershed activities on March 18.
 - Staff attended an Association of Water Agencies-Ventura County "Waterwise Breakfast" meeting, which included a presentation by United

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

General Counsel David Boyer on “The End of Chevron Deference,” on March 20.

- Staff participated in a meeting of the informal Seawater Intrusion Extraction Barrier Working Group (with reps from several counties along the CA coast) on March 20.
- Staff helped lead a field trip to Freeman Diversion and El Rio Water Treatment Plant for Ventura College’s Water Sciences students on March 21.
- Staff led a tour of the Freeman Diversion and Saticoy Spreading Facility to the Santa Ynez GSA, on March 26.

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 continue to meet periodically with FCGMA staff and other stakeholders to evaluate groundwater conditions and advance water-supply projects that support a sustainable, resilient water-supply portfolio for the region. United staff also attended and, where appropriate, contributed to FCGMA Board and Committee meetings, as follows:

Board of Directors meetings –The FCGMA held a regular Board meeting on March 26, which included the following notable agenda topics:

- The Board selected Director Eugene West as their Chair and Director Kelly Long as their Vice Chair for CY 2025. They also selected Board members to serve as members of their Executive, Fiscal, and Operations Committees.
- The Board approved awarding a contract to consulting firm Peckham & McKenney for support with recruiting an Executive Officer for the FCGMA.
- The Board approved the WY 2024 annual report for the Las Posas Valley Basin and authorized Agency staff to submit it to DWR (as required under SGMA).

The next regular Board meeting is scheduled for April 23.

Committee meetings –The FCGMA held an Executive Committee meeting on March 17, which included the following notable agenda topics:

- Discussion of the FCGMA’s Executive Officer position; the recruitment timeline and process, including the appointment of and considerations for the Stakeholder Screening Panel.
- Discussion of agency priorities and objectives to guide development of the FY2025/26 budget.

The FCGMA held a Fiscal Committee meeting on March 18, which included the following notable agenda topics:

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

- A “Study Session” for the LPV Watermaster FY 2025/26 Budget Development.
- A “Study Session” for FCGMA’s FY 2025/26 Budget Development for non-LPV-Watermaster activities.

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 March 20, which included the following notable agenda topics:

- The Board approved submittal of its Water Year 2023-2024 Annual Reports for the Fillmore subbasin and Piru subbasin to the California Department of Water Resources.
- The Board received a presentation from its consultants, Stillwater Sciences and Daniel B. Stephens and Associates (DBS&A), on the background for and development of the Cienega Springs Groundwater Dependent Ecosystem Drought Refuge Study.
- The Board received a presentation from DBS&A on the draft scenarios to be included in the Agency’s modeling in support of the development of its Five-Year Progress Report to the California Department of Water Resources.

The next regular Board meeting is scheduled for April 17.

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 held a regular Board meeting on March 20, which included the following notable agenda topics:

- The Board approved submittal of its Water Year 2024 Annual Report for Mound Basin to the California Department of Water Resources.

The next regular Board meeting is scheduled for April 28.

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:

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

- Staff finalized the WY 2023 Santa Paula Basin annual report based on input from TAC members, and filed the required annual summary data for adjudicated basins with DWR.



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, 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: March 27, 2025 (April 9, 2025, meeting)

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

Staff Recommendation:

Review this summary report from the Administrative Services Department regarding its activities for March 2025.

Discussion:

Finance

- Finalizing FY 2025-26 Proposed Budget for print on May 1
- Finalizing the FY 2023-24 Annual Comprehensive Financial Report
- Finalizing the FY2023-24 Audit Report

Administrative Services

- Provided administrative assistance for drafting, finalizing, distributing/posting materials, and room set up for the following meetings: Finance and Audit Committee (Mar. 3 and Mar. 31), Water Resources Committee (Mar. 4), Engineering and Operations Committee (Mar. 6), and regular Board of Directors (Mar. 12), as well as the Fillmore and Piru Basins Groundwater Sustainability Agency meeting (Mar. 20) held at the City of Fillmore's office and Mound Basin Ground Water Sustainability Agency meeting (Mar. 20) held at the City of Ventura.
- Coordinated logistical support with room and beverage setup for the following outside agency meetings: AWA Board (Mar. 6), Farm Bureau (Mar. 10), UC Cooperative Extension (Mar. 13), AWA Water Issues Committee (Mar. 18), AWA WaterWise Program (Mar. 20), and VC CWA (Mar. 20).

4.4 Administrative Services Department Monthly Report Information Item

- Coordinated with staff by providing support for District-led tours with confirming attendance and gathering waivers, securing vehicles, providing materials, and beverage set up (GRAC Central Coast Chapter (Mar. 13) and Santa Ynez Groundwater Sustainability Agency (Mar. 26).
- Formed an Outreach Alliance Team to bridge the gap between UWCD and CV Strategies to communicate events and information for their use in developing social media posts.

Human Resources

- Working on recruitment for the following positions:
 - Associate Engineer – position closes April 4
 - Engineer – position closes April 4
 - Technology Systems Intern – position closes April 21
- Hired three Seasonal Park Ranger Assistants in preparing for the busy season at the Lake.
- Hosted a tour for the Ventura College Water Science Program on March 21.
- Registered for the April 16, 2025, Oxnard College Career Fair.

Risk and Safety Management

- Coordinated Annual Fire Sprinkler System Inspection of HQ Building and replacement of defective water flow detector.
- Partnered with the Engineering Department on outreach efforts with Oxnard's Emergency Services Manager on going over District emergency plans that would impact the city.
- Attended annual SDRMA Education Day in Sacramento and breakout sessions pertaining to developments within worker's compensation and property/liability insurance space; also achieved cost-savings to annual premiums through this participation.
- Supported Human Resources with Ventura College Water Science Program tour of District facilities.
- Delivered machine guarding safety training at monthly safety meeting.
- Attended CSDA webinars on AI in 2025: Legal Landscape and Strategic Imperatives, and Grant Funding Readiness and Continuity Planning for Maintaining Essential Services.
- Conducted respirator fit testing of park rangers.

Technology Systems

- In March 2025, the Technology Systems Department continued to support District operations through infrastructure maintenance, security improvements, and ongoing helpdesk services. The team also played a crucial role in facilitating hybrid meetings

4.4 Administrative Services Department Monthly Report Information Item

and initiated the onboarding of new interns into the Technology Systems Internship Program.

- Staff closed more than 32 helpdesk tickets this month, addressing a range of user support issues. Common requests included printer and scanner troubleshooting, camera and microphone issues, and account access management.
- Staff resolved a database maintenance issue that had been causing periodic disruptions to the helpdesk portal, improving reliability for district staff.
- The Technology Systems asset management software was successfully upgraded to its latest version, improving performance and device tracking capabilities.
- A new security policy was implemented to restrict email authentication access to specific geographic locations, including the United States, Canada, and Mexico. This geofencing technique dramatically reduces unnecessary exposure to login attempts from potential foreign cybersecurity actors that could pose a threat to the District operational activities.
- Staff detected and mitigated AI-based phishing attempts, including an attempted login using non-standard keyboard characters.
- A long-term service update was completed to resolve a network vulnerability affecting the district's server infrastructure. This effort was a collaboration between United's IT team and support services from an external vendor. The resolution of this issue ensures the district's technology infrastructure remains secure and up to date.
- Staff successfully conducted interviews for new Technology Systems Interns.
- Two interns graduated from their respective universities and as such from the internship program. However, they continue to support the District in part-time capacities while budgeting is reviewed for a potential team addition in the next fiscal year. This intern program has provided invaluable resources to the District and allowed for development and advancement of many projects because of the work being performed. Our Technology Systems interns played a key role in multiple projects this month, contributing to system monitoring, helpdesk support, and technology improvements.
- Two new interns with backgrounds in software development have been selected for part time assignments. They will contribute to the development of a data management system that will improve the district's ability to track and manage information efficiently as well as to AI technology potentially being phased into the Districts day-to-day operations.
- Staff continue to provide technical assistance for hybrid meetings held in the district's headquarters boardroom. During the month, two large-format hybrid meetings take place each week, requiring live Technology Systems support to ensure proper operation of audiovisual equipment and network stability.

STAFF REPORT

To: UWCD Board of Directors

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

From: Robert J. Richardson, Engineering Manager

Date: March 26, 2025 (April 9, 2025, 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 February through mid-March 2025. Please refer to the end of the report for a list of acronyms.

Discussion:

1. Santa Felicia Dam Safety Improvement Project

- FERC General Compliance
 - March 6 – Staff participated in the Annual USFS Consultation Meeting led by ESD.
 - March 19 – Adrian Quiroz and Tony Huynh met with Candy Campbell from the Oxnard Fire Department to review the Santa Felicia Dam Emergency Action Plan (see **Figure 1**).
- Outlet Works Improvement Project
 - February 19 – Staff received a time extension from FERC to submit the New Release Channel Boring Geotechnical Data Report by April 15, 2025.
 - February 25 – Staff conducted a workshop with the UWCD's Control Systems Staff and GEI to discuss the location of the proposed Communications Tower.
 - March 5 – Staff received the draft Geotechnical Investigation Report for the New Release Channel Borings from Stantec.
 - March 12 – FERC accepted the Lake Piru Reservoir Drawdown Contingency Plan, which is an IRRM.
 - March 13 – Staff conducted a Final Design Progress Review Workshop with GEI.
 - March 14 – Staff received final design progress set drawings.

4.5 Engineering Department Monthly Report Information Item

- March 21 – Responses to FERC’s February 19 comments on the Design PFMA Report were e-filed with FERC.
- Spillway Improvement Project
 - 90% design documents are currently being prepared by GEI Consultants, Inc., and are on track to be submitted to FERC, DSOD, and the BOC as part of the BOC Meeting No.10 pre-meeting packet no later than May 5, 2025.
- Grants: See the Grants section as part of this report.

2. Lake Piru Recreation Area FIP

- Lake Piru Asphalt
 - February 27 – Staff conducted a site visit at LPRA to survey distressed asphalt areas, including the Marina Bathroom road, the road South of the Ranger office connecting the Upper Marina and Piru Canyon Road, and the road to the Marina.
- Lake Piru Campground and Recreation Area Renovations
 - February 28-March 6 – Engineering and O&M staff continued to develop the OMMP for Lake Piru WTP. The OMMP is due May 1, 2025.
 - February 28 - Staff held a meeting with the Gordian Group and MDJ for a Demo, Pad Preparation, and Installation proposal for restroom replacements.
 - March 4 – Staff held a meeting with Stantec to discuss the LRPA WTP next steps.
 - March 12 – Staff held a meeting with Romtec to discuss a proposal for restroom replacements.
 - March 14 – Staff held a meeting with Rincon and ESD staff to discuss CEQA documentation for the LPRA Improvement Project.
- Grants: See the Grants section as part of this report.

3. Freeman Diversion Expansion

- March 14 – Staff received a proposal for the 30% design of the Freeman Fish Passage and Diversion Improvement Project Alternative. Please see the Motion Item related to this topic.
- 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
 - March 3 – NHC completed record drawings, which were transmitted to DWR as required by the Flood Diversion and Recharge Enhancement Agreement.
- Three Barrel Culvert Replacement

4.5 Engineering Department Monthly Report Information Item

- No major updates to report.
 - Vineyard Avenue Crossing
 - March 14 – HDR started the online submittal of the encroachment permit to Caltrans.
 - Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.
5. SWP Interconnection Pipeline Project
- No major updates to report.
6. OH Well 14 Energy Efficiency Upgrade
- March 4 – Amendment No. 1 to the agreement with MNS Engineers, Inc. for providing a no-cost time extension to the professional consulting services for design services was executed by the General Manager.
 - March 7 – Staff provided comments on PDR to MNS Engineers, Inc. for the design of the discharge line for Well 14.
7. Iron and Manganese Treatment Facility
- February 26, March 11 – Staff conducted a coordination meeting for the one-year anniversary of the Washwater Recovery Tank with O&M. Staff discussed potential options for the disposal of solids (waste hauler disposal, construction of temporary evaporation ponds, and a connection to the County sewer).
 - March 4 – Staff held a coordination call with Rincon Consultants and Waste Management regarding regulatory requirements for waste disposal associated with solids in the Washwater Recovery Tank
8. OHP Gas Booster Replacement Project
- March 10 – Staff held a meeting with Beacon West Inc. to discuss three proposed alternatives for gas booster replacement.
9. Rice Avenue Grade Separation Project and Impact on PTP
- February 28 – Staff, in coordination with O&M, gathered photo/video documentation of the Well No. 4 site condition pre-construction.
10. PTP Metering Improvement Project
- No major updates to report.
11. PTP Recycled Water Connection – Laguna Road Pipeline Project
- February 24 through March 14 – Worked on eastern section of 24-inch PVC mainline including tees, BFV, 12-inch turnouts, check valve vault, meter vault, gate valve, and blow-offs in VCWPD property and intersection of Wood and Laguna

4.5 **Engineering Department Monthly Report** **Information Item**

Road. Work included excavation in and around a storm drain and 4-inch gas line at the intersection of Wood and Laguna Road (see **Figure 2 and Figure 3**).

- March 4 – West side PVC main line pressure testing completed with passing results.
- March 14 - East side PVC main line pressure testing completed with passing results.
- March 15-18 – West side and east side HDPE/PVC connections made and pressure tested.
- March 17-18 – Dewatering of the PTP 16-inch lateral and the final west (PTP) and east (PVCWD) connections were made.

12. **Recycled Water Planning**

- February 24 – Staff held a meeting with PVCWD to discuss the Recycled Water Delivery agreement. Staff discussed a potential short-term agreement for operational testing that would involve the Oxnard recycled water pass-through rate plus PVCWD's operational cost.
- March 5, 10, 17 – Staff prepared the draft PVCWD-UWCD short-term recycled water delivery agreement. PVCWD and UWCD met to review the draft short-term recycled water delivery agreement, which was sent to both parties' legal counsel for review.
- March 10 – Staff held an informational meeting with SoCal Water Pro to discuss potential Cross Connection Control Plan solutions.
- March 19 – Staff met with City of Oxnard staff to discuss the progress of the Title 22 California Code of Regulations report. At a minimum, the PTP system as a recycled water end-user must be included in the City's Title 22 California Code of Regulations report.

13. **Extraction Barrier and Brackish Water Treatment Project**

- Staff reviewed 30% design plans for the pipeline and discharge facility prepared by the design engineer (K/J).
- March 3 – Staff prepared Phase 1 and 2 cost projections for the March 6, 2025 RDP meeting.
- March 6 – Staff held the monthly United/Navy Monthly Progress Meeting No. 49. Discussions included the succeeding license agreement, public outreach, SWRCB Prop 1 GWGP R3 grant TAC, the OLDCC DCIP letter of support, the outgrant easement legal description and plat, new Navy cadastral requirements, 30% design status, potholing waste management, and the power study RFI.
- March 12 – Change Order No. 3 to the Construction Agreement with ABC Liovin Dilling was executed by the General Manager for a total credit of \$507,262.15.
- March 14 – The Notice of Completion for Phase 1 Monitoring Wells was recorded at the Ventura County Recorder's Office.

4.5 **Engineering Department Monthly Report** **Information Item**

- CEQA/NEPA/Permits: Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.
- Grants: See the Grants section as part of this report.

14. **Asset Management/ CMMS System**

- March 13 – Engineering staff conducted an Asset Management workshop with O&M staff. The morning session introduced industry best practices for Asset Management. The afternoon session included discussions of asset definition, naming conventions, and work scheduling. The outcome of the meeting will be a data management plan and standard that will assist in building the foundation of a Computerized Maintenance Management System and Asset Management Decision Support System that the District is implementing as part of CIP 8041 (see **Figure 4**).

15. **Grants:**

- February 27 – Staff conducted an SLCGP Implementation Meeting.
- March 4 – UWCD and RDP held a Washington DC trip preparation meeting.
- March 5 – Staff attended a Grant and Legislative Updates meeting.
- March 6 – Staff attended a LWCF Grant funding opportunity meeting.
- March 7 – Staff attended the ACWA State Legislative Committee meeting.
- March 10 – Staff attended an RDP Fly-In planning session with Foley & Lardner.
- March 10 – Staff attended an EBB RDP White Paper meeting.
- March 12 – Staff attended an LWCF meeting with California State Parks.
- March 13 – Staff prepared an SLCGP implementation package submittal.

16. **Professional Development (Trainings, Conferences, Tours)**

- February 27 – Staff participated in Valley Fever Training at the Monthly Safety Meeting.
- March 13 – Engineering and O&M Staff attended an Asset Management Workshop conducted by HDR.

17. **Current and Upcoming Public Outreach Activities**

- March 6 – Maryam Bral and Robert Richardson attended the RDP Regular meeting. Captain Angel L. Santiago from Naval Construction Group One presented a “Pacific Naval Construction Force (Seabee) Update.”
- March 12 - Maryam Bral and Kaili Taniguchi attended the Women in Ag Mixer organized by CoLAB.

4.5 Engineering Department Monthly Report Information Item

- March 14 – Chris Coppinger gave a presentation using slides prepared for the 2025 CalDesal Annual Conference at the Groundwater Resources Association of California (Central Coast Branch) meeting.
- Adrian Quiroz and Tony Huynh (**Figure 4**) met with Candy Campbell (Oxnard Fire Department Emergency Services Manager) to review the Santa Felicia Dam Emergency Action Plan on March 19, 2025
- March 20 - Chris Coppinger and Robert Richardson attended the Seawater Intrusion Extraction Barrier working group meeting.
- March 28 - Maryam Bral attended the Farm Bureau of Ventura County TGIF BBQ.

4.5 Engineering Department Monthly Report Information Item



Figure 1 - Adrian Quiroz and Tony Huynh met with Candy Campbell (Oxnard Fire Department Emergency Services Manager) to review the Santa Felicia Dam Emergency Plan on March 19, 2025



Figure 2 - Slurry backfill around meter and check valve vaults on March 10, 2025

4.5 Engineering Department Monthly Report Information Item



Figure 3 - 4-inch blow-off installation leading to VCWPD property on March 10, 2025



Figure 4 - Asset Management Workshop hosted by HDR with Engineering and O&M Staff on March 13, 2025

**4.5 Engineering Department Monthly Report
Information Item**

Acronym Index

Acronym	Definition
ACWA	Association of California Water Agencies
BFV	Butterfly Valve
CEQA	California Environmental Quality Act
CoLAB	Ventura County Coalition of Labor, Agriculture, and Business
DCIP	Defense Community Infrastructure Program
EBB	Extraction Barrier and Brackish
ESD	Environmental Services Department
FERC	Federal Regulatory Commission
GEI	GEI Consultants
GWGP	Groundwater Grant Program
HDPE	High-density polyethylene
HDR	HDR Consultants, Inc.
IRRM	Interim Risk Reduction Measure
K/J	Kennedy Jenks Consultants
LPRA	Lake Piru Recreation Area
LWCF	Land and Water Conservation Fund
MNS	MNS Engineers, Inc.
NEPA	National Environmental Policy Act
NHC	Northwest Hydraulic Consultants
O&M	Operations and Maintenance
OLDCC	Office of Local Defense and Community Cooperation
PDR	Preliminary Design Review
PFMA	Potential Failure Mode Analysis
PTP	Pumping Trough Pipeline
PVC	Polyvinyl Chloride
PVCWD	Pleasant Valley County Water District
RDP	Regional Defense Partnership
SLCGP	State and Local Cybersecurity Grant Program
TAC	Technical Advisory Committee
USFS	United States Forest Service
VCWPD	Ventura County Watershed Protection District
WTP	Water Treatment Plant



STAFF REPORT

To: UWCD Board of Directors

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

From: Marissa Caringella, Environmental Services Manager

Date: March 20, 2025 (April 9, 2025, meeting)

Agenda Item: 4.6 Environmental Services Department Monthly Report
Information Item

Staff Recommendation:

Receive this summary report from Environmental Services Department staff regarding its activities for the month of March 2025.

Discussion:

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

Santa Felicia Dam Safety Improvement Project

On March 7, 2025, the Federal Energy Regulatory Commission (FERC) issued a Notice of Availability for a National Environmental Policy Act Environmental Assessment (EA) and a request for formal Endangered Species Act Section 7 consultation with the National Marine Fisheries Service (NMFS) for United Water Conservation District's (United) Santa Felicia Dam Safety Improvement Project. Public comments on the EA are due by April 7, 2025, and United will submit comments.

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. United evaluates whether the trigger is met on the first day of each month, between January and June. The table below presents trigger criteria for each month and minimum required releases if triggers are met. Each month the trigger is not met, the minimum required habitat water release is seven cubic feet per second (cfs). The trigger is not expected to be met by April 1, 2025. The minimum required habitat water release for the month of April is expected to be seven cfs.

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

Habitat water release trigger date	Trigger criteria (total cumulative precipitation on trigger date)	Minimum required water release if trigger is met	2025 Measured cumulative precipitation	Actual minimum required habitat water release for month
January 1	4.80 inches	15 cfs	0.18 inches	7 cfs
February 1	8.10 inches	20 cfs	1.60 inches	7 cfs
March 1	12.00 inches	20 cfs	7.68 inches	7 cfs
April 1	14.90 inches	20 cfs	9.84**	7 cfs (expected)
May 1	16.30 inches	10 cfs	TBD	TBD
June 1	17.50 inches	9 cfs*	TBD	TBD

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

**Provisional total as of when this report was written on March 20, 2025.

Lower Piru Creek Habitat Improvement Plan

On September 4, 2024, United submitted a revised draft 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. On December 5, 2025, and March 12, 2025, United met with NMFS and FERC to discuss NMFS’ comments on the draft HIP. United will complete revisions to the draft HIP to meet the current deadline of October 15, 2025, to file a revised NMFS-approved HIP with FERC.

Santa Felicia Recreation Trail Plan – Santa Felicia Project

In April 2018, United approved an Initial Study-Mitigated Negative Declaration (IS-MND) for the Pothole Trailhead Parking Area Project on the northwest side of Lake Piru. On February 14, 2025, United received an Addendum to the IS-MND from the Los Padres Forest Association (LPFA) for consideration. The purpose of the addendum is to update the California Environmental Quality Act (CEQA) documentation to include a modification to the Pothole Trailhead Parking Area Project that includes moving the trailhead to the parking area to improve public access. On March 12, 2025, the addendum was approved by United’s Board of Directors. The work will be completed by LPFA and supported by grant funding. A start date has not yet been scheduled.

Annual Consultations and Reporting

U.S. Forest Service (USFS) Annual Consultation: On March 6, 2025, Environmental Services (ES) staff met with staff from the Los Padres National Forest for an annual

4.6 Environmental Services Department Monthly Report Information Item

consultation to discuss the USFS 4(e) Conditions, as required by United's FERC license. USFS-approved minutes from the consultation were filed with FERC on March 14, 2025.

Vegetation and Noxious Weed Management Plan: On March 17, 2025, ES staff filed the 2024 Annual Report with FERC.

Dissolved Oxygen Monitoring Plan: On March 31, 2025, ES staff filed the 2024 Annual Report with FERC.

2. Freeman Diversion Operations

During the month of March, 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.

Bypass flow and fish ladder operations were initiated on March 13, 2025, triggered by storm flows. During the late evening/early morning of March 15 and 16, 2025, the fish ladder video surveillance system captured two clips of *Oncorhynchus mykiss* passing upstream through the fish ladder. United continues to monitor flow triggers and implement bypass flows and fish ladder operations according to the court order.

On March 27, 2025, ES staff will accompany California Department of Fish and Wildlife (CDFW) staff as they are scheduled to conduct monthly electrofishing and snorkel surveys upstream and downstream of the Freeman Diversion.

3. Freeman Diversion Multiple Species Habitat Conservation Plan

On March 6 and 7, 2025, United staff attended an evidentiary hearing in the *Wishtoyo et al. v United* case. The evidentiary hearing is scheduled to continue on April 1, 2, and 3, 2025.

4. Quagga Mussel Management

Throughout the month of March, 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). ES staff also continued quagga mussel veliger (larva) sampling in United's lower system. United continues to meet and coordinate regularly with Pleasant Valley County Water District.

On March 31, 2025, ES staff submitted the 2024 QMMCP Annual Report to CDFW. An annual consultation meeting with CDFW has been scheduled for April 23, 2025.

5. Capital Improvement Project Permitting and California Environmental Quality Act Support

During the month of March, ES staff continued to support Engineering Department staff with environmental permitting and CEQA compliance. On March 13, 2025, ES staff completed

4.6 Environmental Services Department Monthly Report Information Item

a survey of the Revolon Slough, and completed a nesting bird survey on March 17, 2025, as part of the Laguna Road Pipeline Project CEQA compliance requirements.

6. Grant Efforts

United continues to coordinate with the United States Bureau of Reclamation (USBR) regarding the \$23 million in WaterSMART Program grant funding for the optimized Freeman fish passage facility that United was selected for. USBR staff previously reported that as a result of the President's Executive Order "Unleashing American Energy," both WaterSMART grant programs are paused. However, on March 10, 2025, USBR reached out for additional information to move forward the grant agreement process for the WaterSMART Environmental Water Resources Project funding of \$3 million. United will continue to work with the USBR grant representatives to determine the next steps.

7. Miscellaneous

On March 13, 2025, staff met with Department of Water Resources (DWR) staff to discuss the increased importation of State Water Project water from Pyramid Dam to Lake Piru. United provided draft materials to DWR for review and coordination will be ongoing between United and DWR in pursuit of the necessary approvals from FERC and the State Water Resources Control Board to allow increased State Water imports during the 2025-2026 November through February delivery window.

During the week of March 18, 2025, ES staff assisted researchers from the University of California Davis with collecting partially armored threespine stickleback (*Gasterosteus aculeatus*) from the Santa Clara River near Saticoy and Santa Paula for a thermal tolerance study.

On March 19, 2025, ES staff attended the monthly safety meeting.

On March 20, 2025, United submitted written testimony on the Endangered Species Act (ESA) Amendments Act of 2025 to the House Committee on Natural Resources. General Manager Mauricio Guardado was invited to testify and will appear before the House Subcommittee on Water, Wildlife, and Fisheries during its March 25, 2025, hearing in Washington, D.C.

On March 20, 2025, United submitted a Petition to Revise the Critical Habitat Designation for the Southern California Steelhead (*O. mykiss*) under the ESA to the Secretary of Commerce.

On March 24 and 31, 2025, ES staff will participate in a least Bell's vireo survey protocol training led by the U.S. Fish and Wildlife Service.

ES Field Technician Robyn Gorecki's last day with United was March 13, 2025, and internal candidate Megan Johnson was selected from a robust applicant pool to fill the vacancy. Megan was promoted from her role as Part-Time Field Assistant at United.



STAFF REPORT

To: UWCD Board of Directors

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

From: Robert Richardson, Engineering Manager
Adrian Quiroz, Engineer

Date: March 26, 2025 (April 9, 2025, meeting)

Agenda Item: 5.1 Resolution Requesting the Approval of the Proposed Changes to the Engineering Projects Administration Policy
Motion

Staff Recommendation:

Adopt a Resolution approving the proposed changes to the Engineering Projects Administration Policy.

Background:

Historically, and consistent with the current UWCD financial policies, UWCD has awarded construction contracts to the lowest responsible and responsive bidder and delivered public works projects utilizing the design-bid-build delivery method. In recent years, the state of practice has shifted towards public agencies increasingly utilizing best value selection methods for selecting contractors and alternative project delivery methods for delivering public works projects, particularly in the water sector. For additional context, best value selection and alternative project delivery methods, are defined below:

Best Value Selection: In contrast to awarding a construction contract to the lowest responsible and responsive bidder, which focuses solely on the lowest price, best value selection considers multiple factors such as contractor experience, technical capability, past performance, and overall project approach. This method aims to identify the contractor who offers the best combination of price and qualitative factors, ensuring higher quality and more reliable project delivery.

Alternative Project Delivery Methods: Alternative Project Delivery Methods, sometimes referred to as Collaborative Delivery, are delivery methods such as Design-Build (DB), Progressive Design-Build (PDB), Construction Manager at Risk (CMAR) or Construction Manager/General Contractor (CMGC), etc. In contrast to the Design-Bid-Build delivery method, where a contractor is engaged after completion of the design, alternative delivery project delivery methods integrate the design and construction phases through early contractor involvement. The primary benefits of adopting alternative project delivery methods are: 1) ensuring designs can be constructed in an efficient manner 2) reducing

Agenda Item: 5.1 Resolution Requesting the Approval of the Proposed Changes to the Engineering Projects Administration Policy
Motion

the constriction duration and cost 3) shifting cost and schedule risk from the owner to the contractor.

As laid out in the adopted Fiscal Year 2024-25 Budget, UWCD has approximately \$800 million in capital improvement projects to deliver in the next 7-10 years. Among these projects are various multi-year and multi-million-dollar construction projects that will face complex challenges associated with regulatory oversight, environmental permit requirements, grant funding requirements and deadlines, start-up operations, temporary works, interagency coordination, technical requirements, unknown site conditions, etc. By implementing Best Value Selection and Alternative Project Delivery Methods, UWCD would enhance its ability to select the best project team, increase the probability of effectively navigating complex challenges, and mitigate financial risks on projects.

Discussion:

Attached herein for your review is the redlined and clean version of the proposed updated Engineering Projects Administration Policy. As discussed above, the proposed updates include added language that would allow UWCD to conduct Best Value Procurement and implement Alternative Project Delivery Methods. In addition, Staff have also made minor updates to the policy on items that are no longer standard practice (e.g., advertising for bids in local newspaper in lieu of utilizing online bid solicitation platforms such as BidNet Direct). The proposed updates to the policy have been reviewed by legal counsel.

Mission Goal:

Goal D – Fiscal Responsibility
Goal G – Organizational Effectiveness

Fiscal Impact:

There is no fiscal impact associated with the updated policies.

Attachments:

Attachment A – Resolution
Attachment B – Draft Proposed Engineering Projects Administration Policy (Redlined Version)
Attachment C – Draft Proposed Engineering Projects Administration Policy (Clean Version)

ATTACHMENT A

RESOLUTION

A RESOLUTION OF THE BOARD OF DIRECTORS OF UNITED WATER CONSERVATION DISTRICT ADOPTING THE UPDATED ENGINEERING PROJECTS ADMINISTRATION POLICY

WHEREAS, the Board of Directors of United Water Conservation District has the authority to establish and revise the District's policies; and

WHEREAS, United Water Conservation District staff recommends the adoption of updated policies to remain consistent with District management and practices.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT the Board of Directors of United Water Conservation District hereby approves the following proposed changes to the financial policies listed below as set forth in the attached redlines to this Resolution:

- Engineering Projects Administration Policy

BE IT RESOLVED that the proposed changes shall take effect immediately upon the adoption of this resolution.

The foregoing Resolution was adopted by the Board of Directors of United Water Conservation District on April, 9, 2025, by the following vote:

Ayes:

Noes:

Absent:

ATTEST: _____
Lynn Maulhardt, President

ATTEST: _____
Gordon Kimball, Secretary/Treasurer

ATTACHMENT B

ENGINEERING PROJECTS ADMINISTRATION POLICY

Effective ~~December 13, 2023~~ April 9, 2025

POLICY GOALS

To the extent possible:

- A. Obtain the long-term best value for the public's resources.
- B. Adhere to an objective decision-making process utilizing documented procedures.
- C. Provide fair competition for District work.

DESIGN

A. In designing improvements, attempt to achieve the following objectives:

The features designed should:

- 1) Be safe to construct and operate;
- 2) Achieve the highest economy;
- 3) Provide maximum operational simplicity and flexibility;
- 4) Utilize redundancy where appropriate;
- 5) Utilize industry standards where appropriate; and
- 6) Incorporate those components for which service and parts may be expected to remain readily available in the future.

B. The engineering staff holds primary Design responsibility for design work. ~~rests with engineering staff.~~ Depending on the size and complexity of the project, ~~d~~Design should all be performed in-house to the fullest extent possible when practical and applicable. ~~Utilize external professional services and design.~~ Outside consultants are to be utilized when project the schedule, scale, or scope of a project exceeds the available in-house capabilities. The use of outside consultants is encouraged for the design or peer-review of specialty components of a particular project, such as electrical, geotechnical, or complex structural, mechanical and hydraulic items (e.g., electrical, geotechnical, structural, or mechanical disciplines).

C. Engineering Drawings should be plotted on either "11x17" or "~~22x34~~24x36" sheets as appropriate for the specific project. ~~Final Record Drawings and Project Specifications are logged in the drawing log and filed in the central drawing Engineering Department files (both electronic and hard copies).~~ Digital copies of supporting Backup documentation, including reports, calculations, specs, permits, survey data, approved submittals, etc., should be is organized and maintained, placed in appropriately labeled folders, and filed in the project drawers filed in the Engineering Department. One copy of the specifications should also be filed sequentially on the spec shelf.

CONSULTANT SELECTION

A. On-Call Services

An on-call services agreement may be used for projects that are

- ~~Up to~~ \$100,000 for a single task **AND**
- Less than 6 months in duration **AND**

- Time critical

The Engineering department accepts proposals from qualified firms to be included in the District's list of on-call services firms every 5 years. Priorities shall be given to qualified firms with local presence (within radius of approximately 250 miles from the District Headquarters) and Eligible firms shall have responsive and experienced staff. that lives and works within a radius not more than 250 miles from the District's Headquarters. The proposals ~~shall be~~ are evaluated based on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. Upon inclusion in the list, the District ~~will execute~~ signs a contract with the firm which specifies rates and other terms and conditions of engagement. At the time on-call services are to be utilized, District staff selects a firm from this list and initiates a work-task order for the needed work. The department must document the reason that on-call services are needed. A firm may be used more than once per fiscal year for on-call services, but the total amount of work ordered under on-call services must be limited to \$250,000 cumulative per firm per fiscal year.

B. Qualification Based Selections

Qualification Based Selections will be used for projects that are

- Over \$100,000 **OR**
- Greater than 6 months in duration **OR**
- Construction management projects

For larger one-time capital projects (with Engineering Fees expected to be greater than \$100,000), specialized studies and similar matters, consultants should ~~go be~~ through a process known as Qualification Based Selection (QBS).

The QBS process is accomplished through the following steps:

1. Prepare a detailed "Request for Proposals" and transmit to a list of firms with relevant qualifications or use a digital purchasing platform to advertise the RFP. The RFP may request the proposers include their fee schedules, proposed total hours, and the fee for the proposed services in their proposals.
2. Establish a selection panel consisting of representatives from various District departments as appropriate and relevant to the scope of the project. ~~Other District representatives (e.g., operations or financial consultants) may be invited to serve on the selection panel.~~ Additionally, external parties (e.g., consultants, other agencies) may be invited to participate in the selection process as panelists if needed. These individuals should have no financial interest in the outcome of the selection and should be willing to sign a non-collusion affidavit.
3. Create a rating table prior to the receipt of proposals in which specific responses are to be graded with appropriate weighting factors. All rating tables shall be maintained in appropriately labeled files and filed in the Engineering Department. **DO NOT SHARE THE FINAL TABLE WITH ANYONE OUTSIDE THE SELECTION PANEL.** Each selection panel member rates each proposal's merits on the rating table. The weighting factors are multiplied and the products summed to yield ranking values, which are then compared.
4. Consider using the following criteria for selecting the qualified proposers: Specialized experience and technical competence of the proposer, the proposer's familiarity with types of problems applicable to the project or project understanding, past performance on District projects, or other governmental agencies, including the project completion within

budget and on schedule, the proposer's project team's expertise and qualifications to perform the work, the proposer's financial responsibility, level of efforts and fee proposal for the proposed services, the proposer's litigation history against public entities or agencies, the proposer's history with terminations for cause and without cause, and other key factors as appropriate for the type of service.

5. The rankings provided by the selection panel will be used to determine the top 2 to 4 proposers qualified to perform the work. If deemed necessary by the panel, the selected top 2 to 4 firms are interviewed by the panel. A second table ~~is~~ will be used for rating and ranking ~~the~~ interview responses and all interview rating tables shall be maintained in appropriately labeled folders by the Engineering Department.

6. Begin negotiation for a professional services agreement with the highest ranked firm. If agreement is not reached, begin negotiations with the second highest ranked firm and so on.

~~6.7.~~ Proposals received from interested consultants are subject to disclosure pursuant to the California Public Records Act (CPRA), unless specifically exempt under applicable law. Proposal documents received from consultants not selected by the District shall not be subject to the California Public Records Act until after a professional services agreement has been established with the selected consulting firm.

PROFESSIONAL SERVICES AGREEMENT

A standardized legal counsel-reviewed agreement shall be agreement is utilized. – There are three templates available for use, including: one for time and materials, one for a fixed prices, amount, and a third for on-call services.

The standard agreements are were created in-house and reviewed and approved by the District's Legal Counsel. Once updated or finalized by the Counsel, and should not be modified without additional legal review of the proposed change(s). This standard is used for all professional services, including not just for engineering design services, engineering. The use of a consistent format for administrating services greatly simplifies the administration of multiple contracts. ~~It is recommended that staff copy the template into their project folders and begin modifications there to avoid writing over the template.~~

Each specific agreement requires modification to the firm's name, address and type of business, the District's contact person, the not-to-exceed cap as well as to the four attached exhibits. These exhibits generally detail the scope of services (Exhibit A), the fee schedule(s) to be used (Exhibit B), the time of delivery schedule(s) (Exhibit C), and insurance requirements (Exhibit D). However, the District may add or modify the exhibits of any agreement based on the circumstances and services being procured as applicable.

Legal Counsel has confirmed that the language in the templates conforms to California law. Changes to the templates may be approved by the General Manager and, when necessary, reviewed by legal counsel.

Administration of professional service agreements includes checking that each billing shows the actual hours worked by each class of consultant as well as division of incidental costs in compliance with Exhibit B. A description of work performed shall be provided for each billing to match with the actual hours worked. United's project administrator should also track overall time and costs relative to the schedule provided in Exhibit C.

Consultants shall not exceed the not-to-exceed amount in a contract without the District's prior written approval. In the event a Consultant anticipates that it will exceed Consultants shall forecast potential exceedances of the not-to-exceed amount in a contract, and such consultant shall be required to provide notice-in-advance written notice to the District as soon as is practical and applicable. Consultants who ~~have exceeded~~ anticipate exceeding the not-to-exceed amount in the contract must inform the project administrator and submit written requests for extra compensation. —Clear justification for the expense should be included. The District has full discretion to approve/disapprove such requests. Approval authority will be determined by the total contract value including amendments.

EQUIPMENT SUPPLY CONTRACTS

When purchasing major equipment, proposals rather than bids are solicited from potential suppliers. The proposals are then ranked according to predetermined criteria. Typical ranking criteria include cost, operability, durability, efficiency, schedule of delivery, ease of installation, availability of parts and location of fabrication / assembly.

The District has a form for Request for Quotations for the purchase of equipment over \$40,000. This form will be used to the extent possible.

CONSTRUCTION CONTRACTS

The District's standard construction contract for the appropriate project delivery method shall be used for jobs exceeding \$100,000.

GRANT COMPLIANCE

Grant-required language will be incorporated in bid documents, professional services agreements, equipment supply contracts and construction contracts as needed. District contracts will provide language required to be in all subcontracts and disclosure of any audit requirement.

PREVAILING WAGES

State Law requires that contractors pay their workers "prevailing wages" when a project is a "public work". The meaning of "public works" is defined in the California Labor Code Section 1720-1743. Therefore, the district will affirmatively state in all "public works" contracts over \$1,000 that contractors are required to pay their workers "prevailing wages".

CONSTRUCTION ADMINISTRATION

A. The District goals in Construction Management (CM) are as follows:

1. Complete a safe, accident-free project.
2. Acquire the quality required by the design.
3. Eliminate cost increases.
4. Complete work in a timely manner.

Water conservation districts, such as United, are not included within, and are not subject to, competitive bidding requirements in the Public Contract Code. ~~At its discretion, the District reserves the right to determine whether to seek competitive bids for public works projects.~~

Additionally or, in its discretion, the District may decide to utilize— alternative project delivery methods in accordance with this policy if such delivery methods ~~benefit~~ in the

best interest of the District. Alternative project delivery methods considered by the District include but are not limited to:

- Fixed-Price Design-Build
- Progressive Design-Build
- Construction Manager at Risk or Construction Manager/General Contractor

B. The general sequence of construction project administration ~~should be as is follows:~~ listed below. For awarding to lowest responsible and responsive bidder see item No.2 below, if awarding using best value selection and/or implementing alternative project delivery methods see items No.4 and No.5:

1. Prequalification: The District, in its discretion, may pre-qualify contractors that wish to bid on specific public works projects subject to all applicable rules and regulations.
2. Bidding (Public Bidding is recommended for Projects not involving critical infrastructure (security information) and estimated over \$100,000). If Awarding to Lowest Responsible and Responsive Bidder:
 - a. Advertise: ~~Draft:~~ Draft Notice for publication in the ~~Ventura County Star & give to Clerk of the UWCD Board on the District website at www.unitedwater.org.~~ The District may also choose to advertise for bids and proposals on third-party bid solicitation platforms such as Bidnet Direct.
 - b. Bid Package Distribution: ~~Each plan set is numbered and accounted for. Determine a fair price for each set. Finance Division sells the packages and tracks the plan holders. The bid or proposal package is available for download on the District website or third-party bid solicitation platform at no cost.~~
 - c. Addenda Issuance: Make sure each set of planholders receives ~~an~~ all addenda. ~~Fax addenda are acceptable. Follow up faxed copies with a telephone call. The bidders are to acknowledge any addenda in their bid.~~ Addenda shall be issued electronically, and confirmation of receipt will be requested and required.
 - d. Public Bid Opening: ~~The preferred schedule is 2:00 PM on Tue., Wed., or Thur.~~ Bids will be opened at the date and time specified in the bid documents at the District Headquarters. Bids may be submitted electronically or at the District headquarters. The bid documents will specify whether bids are to be submitted online using a third-party bid solicitation platform or at the District Headquarters. The front desk will accept sealed bids until the scheduled time. The sealed bids are taken together to the meeting area. The District reserves the right to reject any and all bids received ~~after the bids due dates~~ and to waive any irregularities in any bid and the bid process ~~deadline to receive bids.~~
 - i. Engineer's Estimate: ~~Provide this information prior to opening bids.~~ If the lowest bids are more than 15% above or below estimate,

ascertain the reasons for the discrepancy and include in the staff recommendation for the Board's decision.

- ii. Bid reading: Open each envelopebid, scan for completeness, state and log the bidder's names and the appropriate bid amount(s).
- iii. Bid Bonds: ~~Must: Must~~ be attached. Declare the presence of the bond during the opening.
- iv. Bid Information / Subcontractor listing: ~~This: This~~ can be verbally shared with the other bidders after opening all bids. Copies of bid documents, not including sensitive information information that is protected or otherwise precluded from disclosure, are provided should they be requested in writing.
- v. Apparent Low Bid: ~~Always: Always~~ refers to the bidder with the lowest dollar amount by this term. There may be inconsistencies with the bid package that are not apparent until a detailed review is performed. The lowest responsive and responsible contractor will be determined once the detailed review is complete.
- vi. Waiver of Irregularities: ~~This: This~~ is complicated and can have specific timing and wording requirements. Refer to Acret Calif. Construction Law Manual and dDiscuss with Legal Counsel.

3. Projects involving critical infrastructure (especially certain features of Santa Felicia Dam) should also include a modified section 1) Notice which references an additional document named, "Confidential and Proprietary Information Protection Agreement-" and/or "Electronic Document Transfer Agreement." –A template is available for this purpose. This agreement is to be signed by any prospective bidder prior to receiving bid documents containing information of a secure nature. In order to limit the number of copies of secure bid documents, staff may limit the number of bidders on critical infrastructure projects to invited firms.

4. Best Value Procurement: On a case-by-case basis, –the District may select construction contractors, design-build entities, or construction managers at-risk, construction manager/general contractor entities, etc. based on a "best value" selection determination that includes specifically stated criteria including but not limited to price, qualifications, life-cycle costs (when applicable), function and past performance. In these cases, the District shall issue RFPs or Notice Inviting Bids, which clearly set forth all the requirements, and state the qualitative factors or criteria, in addition to price, which will also be used to evaluate and rank the proposals/bids as well as the methodology and rating or weighting system that will be used by the District in evaluating bids which shall include the relative importance or weight assigned to each factor/criteria for evaluating the qualifications of bidders. An award, if made, will be to the proposer/bidder providing the best value to the District who receives receiving the highest consensus ranking based on the evaluation criteria set forth in the RFP or Notice Inviting Bid and subject to successful negotiations with the District, as may be applicable. This District, in its discretion, may utilize Best Value Procurement for any project delivery method including alternative project delivery methods and the traditional design-bid-build delivery method. The District let any contract pursuant to this provision to the bidder that represents the best value or else reject all bids.

5.2. Award / Rejection: Prepare a staff report recommending the Board to authorize the General Manager to execute the construction contract for the amounts specified, or reject all bids/proposals and direct staff to reconsider project specifics.

6.3.—Contract Execution: Receive, review and check dollar amounts and AM Best ratings of all insurance and bond documents. These shall include Payment Bond, Performance Bond, Liability Insurance and Worker's Compensation Insurance as specified in the bid documents. Have the contractor sign the agreement documents and submit for the execution by the General Manager's signature. If implementing alternative project delivery methods, contract execution will follow the District's standard construction agreement for the appropriate project delivery method.

74. Contract Administration

- a. Pre-construction Meeting: Create an agenda to include schedule, testing, etc. Take and publish minutes for all parties.
- b. Notice to Proceed: There may be one or more Notice to Proceeds (e.g. Administrative, Construction, etc.). This document~~This document~~The Construction Notice to Proceed must be issued prior to mobilization onto District right of way. The notice's date starts the time clock for the construction performance period.
- c. Preliminary Notices: Subcontractors will submit these to maintain their lien rights for work performed on the property. Legally, contractors cannot lien public property, however subs can file claim against the District and are entitled to fair payment. Accordingly, all preliminary notices should be logged in for later use. (see "release of retention" below)
- d. Construction Observation: The Department representative assures that a daily construction progress log is kept that includes activities, key conversations and the weather conditions. Inspections should be scheduled promptly. It is often best to spend extra observation / testing effort at the start of any specific activity. The Contractor's work force then understands what quality is acceptable.
- e. Pay Requests: On a monthly basis the Department representative should estimate the degree of completion (or units) that is expected to be complete by the 1st of the next month. The bill is then submitted to the Finance Division for each pay cycle. The Department will assure that each bill accurately depicts the status of the construction under contract, showing all change orders, liquidated damages, retainages, etc. The District will retain 5% of the construction cost for each invoice until the project is completed.
- f. Submittals: These should be reviewed and returned promptly. Log and track submittals on an appropriate form. Always have the appropriate O&M staff member review the specific items of mechanical, ~~or~~ electrical, and SCADA equipment that will be operated or periodically maintained by O&M staff.
- g. Record Drawings / Technical Specifciations/O&M Manuals: The Contractor is to keep an active set of drawings with as-built changes marked thereon.

These and ~~three sets of binders containing~~ all approved submittals should be provided during start-up and prior to issuing the Notice of Completion.

- h. The General Manager is authorized to approve change orders in accordance with the District's Procurement Policy.
- h. Notice of Completion: ~~Department A District~~ representative shall complete ~~our the~~ standard form and file a copy with the County Recorder's Office. The date of recordation starts a 35 -calendar-day period for release of undisputed retention. It also starts a minimum 1-year period in which the performance bond remains in effect to secure the contractor's warranties.
- i. Release of Retention: The contractor shall be required to submit Unconditional Waivers from each subcontractor that filed a preliminary notice. If there are any missing or if conditional waivers are submitted, contact the subs, ascertain the amount owed and request written authorization to release retention from the Payment Bond Surety.

ATTACHMENT C

ENGINEERING PROJECTS ADMINISTRATION POLICY

Effective April 9, 2025

POLICY GOALS

To the extent possible:

- A. Obtain the long-term best value for the public's resources.
- B. Adhere to an objective decision-making process utilizing documented procedures.
- C. Provide fair competition for District work.

DESIGN

A. In designing improvements, attempt to achieve the following objectives:

The features designed should:

- 1) Be safe to construct and operate;
- 2) Achieve the highest economy;
- 3) Provide maximum operational simplicity and flexibility;
- 4) Utilize redundancy where appropriate;
- 5) Utilize industry standards where appropriate; and
- 6) Incorporate those components for which service and parts may be expected to remain readily available in the future.

B. The engineering staff holds primary responsibility for design work. Depending on the size and complexity of the project, design should be performed in-house when practical and applicable. Utilize external professional services and design consultants when project schedule, scale, or scope exceeds in-house capabilities. The use of outside consultants is encouraged for the design or peer-review of specialty components (e.g., electrical, geotechnical, structural, or mechanical disciplines).

C. Engineering Drawings should be plotted on either "11x17" or "24x36" sheets as appropriate for the specific project. Final Record Drawings and Project Specifications are logged and filed in the central Engineering Department files (both electronic and hard copies). Digital copies of supporting documentation, including reports, calculations, specs, permits, survey data, approved submittals, etc., should be organized and maintained, in appropriately labeled folders, and filed in the Engineering Department.

CONSULTANT SELECTION

A. On-Call Services

An on-call services agreement may be used for projects that are

- Up to \$100,000 for a single task **AND**
- Less than 6 months in duration **AND**
- Time critical

The Engineering department accepts proposals from qualified firms to be included in the District's list of on-call services firms every 5 years. Priorities shall be given to qualified firms with local presence (within radius of approximately 250 miles from the District Headquarters) and

responsive and experienced staff. The proposals shall be evaluated based on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. Upon inclusion in the list, the District will execute a contract with the firm which specifies rates and other terms and conditions of engagement. At the time on-call services are to be utilized, District staff selects a firm from this list and initiates a task order for the needed work. The department must document the reason that on-call services are needed. A firm may be used more than once per fiscal year for on-call services, but the total amount of work ordered under on-call services must be limited to \$250,000 cumulative per firm per fiscal year.

B. Qualification Based Selections

Qualification Based Selections will be used for projects that are

- Over \$100,000 **OR**
- Greater than 6 months in duration **OR**
- Construction management projects

For larger one-time capital projects (with Engineering Fees expected to be greater than \$100,000), specialized studies and similar matters, consultants should go through a process known as Qualification Based Selection (QBS).

The QBS process is accomplished through the following steps:

1. Prepare a detailed "Request for Proposals" and transmit to a list of firms with relevant qualifications or use a digital purchasing platform to advertise the RFP. The RFP may request the proposers include their fee schedules, proposed total hours, and the fee for the proposed services in their proposals.
2. Establish a selection panel consisting of representatives from various District departments as appropriate and relevant to the scope of the project. Additionally, external parties (e.g., consultants, other agencies) may be invited to participate in the selection process as panelists if needed. These individuals should have no financial interest in the outcome of the selection and should be willing to sign a non-collusion affidavit.
3. Create a rating table prior to the receipt of proposals in which specific responses are to be graded with appropriate weighting factors. All rating tables shall be maintained in appropriately labeled files and filed in the Engineering Department. **DO NOT SHARE THE FINAL TABLE WITH ANYONE OUTSIDE THE SELECTION PANEL.** Each selection panel member rates each proposal's merits on the rating table. The weighting factors are multiplied and the products summed to yield ranking values, which are then compared.
4. Consider using the following criteria for selecting the qualified proposers: Specialized experience and technical competence of the proposer, the proposer's familiarity with types of problems applicable to the project or project understanding, past performance on District projects, or other governmental agencies, including the project completion within budget and on schedule, the proposer's project team's expertise and qualifications to perform the work, the proposer's financial responsibility, level of efforts and fee proposal for the proposed services, the proposer's litigation history against public entities or agencies, the proposer's history with terminations for cause and without cause, and other key factors as appropriate for the type of service.
5. The rankings provided by the selection panel will be used to determine the top 2 to 4 proposers qualified to perform the work. If deemed necessary by the panel, the selected

top 2 to 4 firms are interviewed by the panel. A second table will be used for rating and ranking interview responses and all interview rating tables shall be maintained in appropriately labeled folders by the Engineering Department.

6. Begin negotiation for a professional services agreement with the highest ranked firm. If agreement is not reached, begin negotiations with the second highest ranked firm and so on.
7. Proposals received from interested consultants are subject to disclosure pursuant to the California Public Records Act (CPRA), unless specifically exempt under applicable law.

PROFESSIONAL SERVICES AGREEMENT

A standardized legal counsel-reviewed agreement shall be utilized. There are three templates available for use, including time and materials, fixed prices, , and on-call services.

The standard agreements are created in-house and reviewed and approved by the District's Legal Counsel. Once updated or finalized by the Counsel, should not be modified without additional legal review of the proposed change(s). This standard is used for all professional services, including engineering design services. The use of a consistent format for administering services greatly simplifies the administration of multiple contracts.

Each specific agreement requires modification to the firm's name, address and type of business, the District's contact person, the not-to-exceed cap as well as to the four attached exhibits. These exhibits generally detail the scope of services (Exhibit A), the fee schedule(s) to be used (Exhibit B), the time of delivery schedule(s) (Exhibit C), and insurance requirements (Exhibit D). However, the District may add or modify the exhibits of any agreement based on the circumstances and services being procured as applicable.

Legal Counsel has confirmed that the language in the templates conforms to California law. Changes to the templates may be approved by the General Manager and, when necessary, reviewed by legal counsel.

Administration of professional service agreements includes checking that each billing shows the actual hours worked by each class of consultant as well as division of incidental costs in compliance with Exhibit B. A description of work performed shall be provided for each billing to match with the actual hours worked. United's project administrator should also track overall time and costs relative to the schedule provided in Exhibit C.

Consultants shall not exceed the not-to-exceed amount in a contract without the District's prior written approval. In the event a Consultant anticipates that it will exceed the not-to-exceed amount in a contract, such consultant shall be required to provide advance written notice to the District as soon as is practical and applicable. Consultants who anticipate exceeding the not-to-exceed amount in the contract must inform the project administrator and submit written requests for extra compensation. Clear justification for the expense should be included. The District has full discretion to approve/disapprove such requests. Approval authority will be determined by the total contract value including amendments.

EQUIPMENT SUPPLY CONTRACTS

When purchasing major equipment, proposals rather than bids are solicited from potential suppliers. The proposals are then ranked according to predetermined criteria. Typical ranking criteria include cost, operability, durability, efficiency, schedule of delivery, ease of installation, availability of parts and location of fabrication / assembly.

The District has a form for Request for Quotations for the purchase of equipment over \$40,000. This form will be used to the extent possible.

CONSTRUCTION CONTRACTS

The District's standard construction contract for the appropriate project delivery method shall be used for jobs exceeding \$100,000.

GRANT COMPLIANCE

Grant-required language will be incorporated in bid documents, professional services agreements, equipment supply contracts and construction contracts as needed. District contracts will provide language required to be in all subcontracts and disclosure of any audit requirement.

PREVAILING WAGES

State Law requires that contractors pay their workers "prevailing wages" when a project is a "public work". The meaning of "public works" is defined in the California Labor Code Section 1720-1743. Therefore, the district will affirmatively state in all "public works" contracts over \$1,000 that contractors are required to pay their workers "prevailing wages".

CONSTRUCTION ADMINISTRATION

A. The District goals in Construction Management (CM) are as follows:

1. Complete a safe, accident-free project.
2. Acquire the quality required by the design.
3. Eliminate cost increases.
4. Complete work in a timely manner.

Water conservation districts, such as United, are not included within, and are not subject to, competitive bidding requirements in the Public Contract Code. The District reserves the right to determine whether to seek competitive bids for public works projects or, in its discretion, the District may decide to utilize alternative project delivery methods in accordance with this policy if such delivery methods are in the best interest of the District. Alternative project delivery methods considered by the District include but are not limited to:

- Fixed-Price Design-Build
- Progressive Design-Build
- Construction Manager at Risk or Construction Manager/General Contractor

B. The general sequence of construction project administration is listed below. For awarding to lowest responsible and responsive bidder see item No.2 below, if awarding using best value selection and/or implementing alternative project delivery methods see items No.4 and No.5:

1. Prequalification: The District, in its discretion, may pre-qualify contractors that wish to bid on specific public works projects subject to all applicable rules and regulations.
2. If Awarding to Lowest Responsible and Responsive Bidder:

- a. Advertise: Draft Notice for publication on the District website at www.unitedwater.org. The District may also choose to advertise for bids and proposals on third-party bid solicitation platforms such as Bidnet Direct.
- b. Bid Package Distribution: The bid or proposal package is available for download on the District website or third-party bid solicitation platform at no cost.
- c. Addenda Issuance: Make sure each set of planholders receives all addenda. Addenda shall be issued electronically, and confirmation of receipt will be requested and required.
- d. Public Bid Opening: Bids will be opened at the date and time specified in the bid documents at the District Headquarters. The bid documents will specify whether bids are to be submitted online using a third-party bid solicitation platform or at the District Headquarters. The District reserves the right to reject any and all bids received and to waive any irregularities in any bid and the bid process.
 - i. Engineer's Estimate: If the lowest bids are more than 15% above or below estimate, ascertain the reasons for the discrepancy and include in the staff recommendation for the Board's decision.
 - ii. Bid reading: Open each bid, scan for completeness, state and log the bidder's names and the appropriate bid amount(s).
 - iii. Bid Bonds: Must be attached. Declare the presence of the bond during the opening.
 - iv. Bid Information / Subcontractor listing: This can be verbally shared with the other bidders after opening all bids. Copies of bid documents, not including information that is protected or otherwise precluded from disclosure, are provided should they be requested in writing.
 - v. Apparent Low Bid: Always refers to the bidder with the lowest dollar amount by this term. There may be inconsistencies with the bid package that are not apparent until a detailed review is performed. The lowest responsive and responsible contractor will be determined once the detailed review is complete.
 - vi. Waiver of Irregularities: This is complicated and can have specific timing and wording requirements. Discuss with Legal Counsel.

3. Projects involving critical infrastructure (especially certain features of Santa Felicia Dam) should also include a modified section 1) Notice which references an additional document named, "Confidential and Proprietary Information Protection Agreement" and/or "Electronic Document Transfer Agreement." A template is available for this purpose. This agreement is to be signed by any prospective bidder prior to receiving bid documents containing information of a secure nature. In order to limit the number of copies of secure bid documents, staff may limit the number of bidders on critical infrastructure projects to invited firms.

4. Best Value Procurement: On a case-by-case basis, the District may select construction contractors, design-build entities, or construction managers at-risk, construction manager/general contractor entities, etc. based on a "best value" selection determination that includes specifically stated criteria including but not limited to price, qualifications, life-cycle costs (when applicable), function and past performance. In these cases, the District shall issue RFPs or Notice Inviting Bids, which clearly set forth all the requirements, and state the qualitative factors or criteria, in addition to price, which will also be used to evaluate and rank the proposals/bids as well as the methodology and rating or weighting system that will be used by the District in evaluating bids which shall include the relative importance or weight assigned to each factor/criteria for evaluating the qualifications of bidders. An award, if made, will be to the proposer/bidder providing the best value to the District who receives the highest consensus ranking based on the evaluation criteria set forth in the RFP or Notice Inviting Bid and subject to successful negotiations with the District, as may be applicable. The District, in its discretion, may utilize Best Value Procurement for any project delivery method including alternative project delivery methods and the traditional design-bid-build delivery method. The District let any contract pursuant to this provision to the bidder that represents the best value or else reject all bids.

5. Award / Rejection: Prepare a staff report recommending the Board to authorize the General Manager to execute the construction contract for the amounts specified, or reject all bids/proposals and direct staff to reconsider project specifics.

6. Contract Execution: Receive, review and check dollar amounts and AM Best ratings of all insurance and bond documents. These shall include Payment Bond, Performance Bond, Liability Insurance and Worker's Compensation Insurance as specified in the bid documents. Have the contractor sign the agreement documents and submit for the execution by the General Manager's signature. If implementing alternative project delivery methods, contract execution will follow the District's standard construction agreement for the appropriate project delivery method.

7. Contract Administration

a. Pre-construction Meeting: Create an agenda to include schedule, testing, etc. Take and publish minutes for all parties.

b. Notice to Proceed: There may be one or more Notice to Proceeds (e.g. Administrative, Construction, etc.). The Construction Notice to Proceed must be issued prior to mobilization onto District right of way. The notice's date starts the time clock for the construction performance period.

c. Preliminary Notices: Subcontractors will submit these to maintain their lien rights for work performed on the property. Legally, contractors cannot lien public property, however subs can file claim against the District and are entitled to fair payment. Accordingly, all preliminary notices should be logged in for later use. (see "release of retention" below)

d. Construction Observation: The Department representative assures that a daily construction progress log is kept that includes activities, key conversations and the weather conditions. Inspections should be scheduled promptly. It is often best to spend extra observation / testing effort at the start of any specific activity. The Contractor's work force then understands what quality is acceptable.

- e. Pay Requests: On a monthly basis the Department representative should estimate the degree of completion (or units) that is expected to be complete by the 1st of the next month. The bill is then submitted to the Finance Division for each pay cycle. The Department will assure that each bill accurately depicts the status of the construction under contract, showing all change orders, liquidated damages, retainages, etc. The District will retain 5% of the construction cost for each invoice until the project is completed.
- f. Submittals: These should be reviewed and returned promptly. Log and track submittals on an appropriate form. Always have the appropriate O&M staff member review the specific items of mechanical, electrical, and SCADA equipment that will be operated or periodically maintained by O&M staff.
- g. Record Drawings / Technical Specifications/O&M Manuals: The Contractor is to keep an active set of drawings with as-built changes marked thereon. These and all approved submittals should be provided during start-up and prior to issuing the Notice of Completion.
- h. The General Manager is authorized to approve change orders in accordance with the District's Procurement Policy.
- h. Notice of Completion: A District representative shall complete the standard form and file a copy with the County Recorder's Office. The date of recordation starts a 35 -calendar-day period for release of undisputed retention. It also starts a minimum 1-year period in which the performance bond remains in effect to secure the contractor's warranties.
- i. Release of Retention: The contractor shall be required to submit Unconditional Waivers from each subcontractor that filed a preliminary notice. If there are any missing or if conditional waivers are submitted, contact the subs, ascertain the amount owed and request written authorization to release retention from the Payment Bond Surety.



STAFF REPORT

To: UWCD Board of Directors

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

From: Craig Morgan, Chief Operations Officer
Nathan Summerville, Senior Engineer

Date: March 26, 2025 (April 9, 2025, meeting)

Agenda Item: 5.2 Authorize the General Manager to sign a Professional Consulting Services Agreement with GEI Consultants, Inc. in the amount of \$966,700 for Design Consulting Services in Connection with the Freeman Diversion Expansion Project (CIP 8001)
Motion

Staff Recommendation:

Authorize the General Manager to sign a Professional Consulting Services Agreement with GEI Consultants, Inc. (GEI) in the amount of \$966,700 for design consulting services in connection with the Freeman Diversion Expansion Project (CIP 8001).

Discussion:

The Freeman Fish Passage and Diversion Improvement Project has been identified as a feasible alternative for the Freeman Diversion that would provide environmental and operational benefits in a shorter timeframe and at a reduced cost compared to other alternatives. In November 2024, GEI was contracted to investigate technical feasibility, provide conceptual design, and develop a construction cost estimate for a new alternative that consists of improving and expanding the current fish passage and diversion facility. Northwest Hydraulic Consultants (NHC) was re-tasked under separate contracts to provide conceptual hydraulic analysis and design.

The Freeman Fish Passage and Diversion Improvement Project has five primary goals: 1) improve fish passage compared to the current facility, 2) increase diversion capabilities, 3) reduce construction impacts to fish passage and riparian habitat, 4) reduce construction interruption of water diversions, and 5) reduce construction costs.

The proposed Professional Consulting Services Agreement with GEI would advance the conceptual design to a 30% design level. The scope includes preliminary analysis, design, and drawings; a memorandum documenting design decisions; and development of construction cost, scheduling, and constructability. NHC is included as a subconsultant to GEI and would continue to provide hydraulic design.

Agenda Item: 5.2 Agreement with GEI Consultants, Inc. in the amount of \$966,700 for Design Consulting Services in Connection with the Freeman Diversion Expansion Project (CIP 8001)
Motion

Mission Goal:

This contract meets mission-related Goal A (Water Supply) and Goal C (Regulatory & Environmental Compliance)

Fiscal Impact:

The contract fee is \$966,700 and is included in the Fiscal Year 2024-25 budget for CIP 8001 (421-400-81020-8001-8015).

Attachments:

Attachment A – Proposal from GEI for 30% Design of the Freeman Fish Passage and Diversion Improvement Project.

ATTACHMENT A



March 12, 2025

Consulting
Engineers and
Scientists

Mr. Craig Morgan, P.E.
Chief Operations Officer
United Water Conservation District
1701 N Lombard St, Suite 200
Oxnard, CA 93030

**Subject: Freeman Fish Passage and Diversion Improvement Project – 30% Design
Freeman Diversion, Ventura County, California**

Dear Mr. Morgan:

GEI Consultants, Inc. (GEI) has prepared this scope of services, cost estimate, and schedule for the Freeman Fish Passage and Diversion Improvement Project - 30% Design as requested by United Water Conservation District (UWCD). Our scope is based on discussions between UWCD, GEI, and Northwest Hydraulics Consultants (NHC).

PURPOSE

The purpose of this proposed contract is to advance the conceptual design drawings developed during the feasibility evaluation stage of the Improvement Project to a 30% Design level.

SCOPE OF SERVICES

We propose to divide the scope of work for the Freeman Fish Passage and Diversion Improvement Project – 30% Design into the following tasks:

- Task 1 – Project Management and Coordination
- Task 2 – 30% Analyses and Design
- Task 3 – 30% Design Drawings
- Task 4 – Technical Specifications Table of Contents
- Task 5 – 30% Design Criteria Memorandum
- Task 6 – 30% Opinion of Probable Construction Cost (OPCC), Preliminary Construction Schedule, and Constructability Assessment
- Task 7 – Comment Response Sheet

The scope of work for each of these tasks is described in the sections below.

Task 1 – Project Management and Coordination

This task includes internal coordination and management of the GEI team, contract administration, project controls, progress reporting, and coordination with UWCD, and other UWCD consultants. GEI's project manager will coordinate with UWCD throughout the duration of the work, with assistance as needed from task leads. The following activities are included in this task:

- Management and supervision of the GEI design team.
- Coordination meetings with UWCD and NHC.
- Management, coordination, and evaluation of subconsultant services.
- Management of the project scope, schedule, and budget.
- Progress report included with submittal of monthly invoices.

Coordination and communications with UWCD include a one-hour weekly progress meeting (virtual) to discuss project issues and progress, and one-hour biweekly meetings with NHC.

Task 2 – 30% Analysis and Design

GEI will perform civil, geotechnical, structural, mechanical, and electrical analyses and evaluations to advance the Improvement Project design and plans to a 30% level of completion. The engineering design criteria will be compiled in an updated design criteria memorandum. The study will focus on the improvements to the existing fish ladder to address issues that have been previously identified. Some of the key improvements include:

- Increase attraction flow to meet Agency criteria.
- Meet Agency criteria for operational range of flows.
- Expand turning pools to reduce turbulence in the entrance pool and turning pools.
- Evaluate the potential for an exit gate and include if necessary.
- Add a notch in the diversion structure on the side of the fishway with an Obermeyer type gate.
- Upgrade fish screens.
- Limit in-river work to reduce impact.
- Phase improvement work to be completed in the dry season to reduce impact and cost.

Hydraulic analyses, evaluations, and related layouts will be provided by NHC as GEI's subconsultant. NHC will provide the appropriate sizing and spatial arrangements of the Improvement Project elements to satisfy the hydraulic flow requirements of UWCD and the Agencies.

Task 3 – 30% Design Drawings

GEI will update the concept level plan drawings developed during the feasibility evaluation phase to bring them to a 30% level of completion. Updates will be based on the results of the design development including civil, geotechnical, structural, mechanical, and electrical design. The deliverable will be the 30% design plan set.

Task 4 – Technical Specifications Table of Contents

A table of contents of anticipated technical specifications for construction of the Freeman Fish Passage and Diversion Improvement Project will be developed. Detailed preparation of the technical specifications will be done at the 60% design level.

Task 5 – 30% Design Criteria

GEI will prepare a Design Criteria Memorandum (DCM) for the 30% design level project. A draft 30% DCM will be submitted to UWCD for review, and a final 30% DCM will be prepared addressing UWCD comments.

Task 6 – 30% OPCC and Constructability Assessment

GEI will prepare an OPCC based on the 30% design information. The cost estimated will be generated in accordance with the guidelines established by AACE as a Class 3 equivalent (-20% to +30%) estimate level. The OPCC will be based on our evaluation of the major construction items appropriate to complete the work, and quantity estimates developed from the 30% design drawings.

GEI will also prepare an anticipated construction schedule (Microsoft Project format) based on a preliminary sequence of construction in addition to developing an approximate Project Impact Area sheet.

A draft 30% OPCC, Construction Schedule, and Project Impact Area Sheet will be submitted to UWCD for review and a final version will be prepared to address and incorporate UWCD comments.

The OPCC, Construction Schedule, and Project Impact Area Sheet effort will be supported by Integrated Engineering and Construction (IEC) as GEI's subconsultant.

Task 7 – Comment Response Sheet

GEI will compile comments on the 30% design plan set provided to them by UWCD after review of the 30% design. GEI will prepare a comment response sheet (CRS) to compile the comments and responses. A Draft CRS will be submitted to UWCD for review and finalized to address UWCD comments on GEI's responses.

Our cost estimate for GEI services is based on receiving one round of comments from UWCD for each deliverable. Any changes resulting from UWCD's or regulatory agency's considerations will be incorporated into the next phases of design, as appropriate.

COST ESTIMATE AND SCHEDULE

We developed our cost estimate based on a planned schedule of 16 weeks starting from April 15, 2025, through August 15, 2025. We developed this cost estimate by establishing a detailed list of estimated design drawings based on our prior experience working on this project, identifying design efficiencies that could be applied for the design from prior phases of the project, and formulating a budget to meet this anticipated level of effort within the agreed upon schedule. Our estimated cost to perform the above scope of work is \$966,700 (includes subconsultants' costs). A breakdown of the cost estimate is provided in Attachment A.

PROPOSED SUBCONSULTANTS

As requested by UWCD, GEI will engage NHC as a subconsultant to support the 30% Design effort to provide hydraulic analyses and evaluations including design support. NHC's proposed cost for this effort is included in GEI's cost estimate and a copy of NHC's proposal is included as Attachment B. In addition, GEI plans to engage Frisch Engineering to provide initial electrical design support and IEC to provide support in preparing the OPCC and constructability assessment. Costs for these subconsultants have been included in GEI's cost estimate.

ASSUMPTIONS

The following assumptions were made in developing the scope of work and cost estimate for the 30% design of the Freeman Fish Passage and Diversion Improvement Project:

1. Hydraulic analyses, evaluations, and related layouts will be provided by NHC for the 30% Design to be completed under a subcontract with GEI. NHC will provide GEI with the appropriate sizing and spatial arrangements of the Improvement Project elements to satisfy the hydraulic requirements and address the issues identified by the Agencies.
2. UWCD will provide all available as-built drawings, technical information, and documents for the existing facility.
3. No additional field subsurface explorations will be required for the 30% design of the facilities.
4. No additional survey and topographic mapping will be required for the 30% design of the facilities.
5. All deliverables will be submitted in electronic format.

CLOSING

GEI is looking forward to continuing to assist UWCD with the Freeman Fish Passage and Diversion Improvement Project – 30% Design. Please contact Rich Sanchez or Iqbal Ahmed if you have any questions or comments. Mr. Sanchez can be reached at 916.631.4579; rsanchez@geiconsultants.com or Dr. Ahmed at 818.552-6400; iahmed@geiconsultants.com.

Sincerely,

GEI Consultants, Inc.



Iqbal Ahmed, Ph.D., P.E., G.E.
Project Manager



Richard Sanchez, P.E.
Principal-in-Charge

Attachment A: Cost Estimate Freeman Diversion
Attachment B: Proposal from NHC for 30% Design

\$966,700

ODCs and Expenses include 15% mark-up

Description												Expenses				Total Cost													
	Grade 8	Grade 7	Grade 6	Grade 5	Grade 4	Grade 3	Grade 2	Grade 1	CAD	Admin	Subtotals		Subs	Travel/ Mileage	ODCs and Other Expenses (hotel + perdiem)		Subtotal												
	\$370 /hr	\$331 /hr	\$278 /hr	\$244 /hr	\$207 /hr	\$184 /hr	\$168 /hr	\$153 /hr	\$184 /hr	\$137 /hr	Hrs	Cost																	
TASK 1 PROJECT MANAGEMENT																													
Coordination and Management	48			60							108	\$32,400				\$0	\$32,400												
Meetings	60		60	64							184	\$54,496				\$0	\$54,496												
Progress reports	4				4						8	\$2,308				\$0	\$2,308												
QA/QC Management	4	20									24	\$8,100				\$0	\$8,100												
Technical Advisor		8									8	\$2,648				\$0	\$2,648												
Administrative Support										24	24	\$3,288				\$0	\$3,288												
	Task Totals											116	28	60	124	4	0	0	0	0	24	356	\$103,200	\$0	\$0	\$0	\$0	\$103,200	
TASK 2 30% ANALYSES AND DESIGN																													
Civil	4		60								64	\$18,160				\$0	\$18,160												
Structural	4	40		80	120						244	\$59,080				\$0	\$59,080												
Geotechnical and geological	4	16		20	60						100	\$24,076				\$0	\$24,076												
Mechanical design	4	80									84	\$27,960				\$0	\$27,960												
Electrical -Tom Frisch Engineers	4										4	\$1,480	\$5,000		\$5,750	\$7,230													
Hydraulic Design-NHC											0	\$0	\$340,000		\$391,000	\$391,000													
	Task Totals											20	136	60	100	180	0	0	0	0	0	496	\$130,800	\$345,000	\$0	\$0	\$0	\$396,750	\$527,500
TASK 3 30% DESIGN DRAWINGS																													
Civil	20		80		40				100		240	\$56,320				\$0	\$56,320												
Structural	20	100		100					200		420	\$101,700				\$0	\$101,700												
Mechanical	20	100							80		200	\$55,220				\$0	\$55,220												
Electrical	4								10		14	\$3,320				\$0	\$3,320												
	Task Totals											64	200	80	100	40	0	0	0	390	0	874	\$216,600	\$0	\$0	\$0	\$0	\$216,600	
TASK 4 TECHNICAL SPECIFICATIONS TABLE OF CONTENTS																													
Table of contents of anticipated technical specifications	4	8			16					4	32	\$7,988				\$0	\$7,988												
	Task Totals											4	8	0	0	16	0	0	0	0	4	32	\$8,000	\$0	\$0	\$0	\$8,000		
TASK 5 30% DESIGN CRITERIA																													
Draft Technical Memorandum	4	20	10	10	40				10	10	104	\$24,810				\$0	\$24,810												
Final Technical Memorandum	4	12	8	8	10				6	6	54	\$13,624				\$0	\$13,624												
	Task Totals											8	32	18	18	50	0	0	0	16	16	158	\$38,400	\$0	\$0	\$0	\$38,400		
TASK 6 30% OPCC AND CONSTRUCTABILITY ASSESMENT																													
Draft OPCC, Construction Schedule, and Project Impact Area Sheet	4	48			52				20		124	\$31,812				\$0	\$31,812												
Final OPCC, Construction Schedule, and Project Impact Area Sheet	4	8			10				10		32	\$8,038				\$0	\$8,038												
Cost Estimate Support-Subconsultant IEC											0	\$0	\$10,000		\$11,500	\$11,500													
	Task Totals											8	56	0	0	62	0	0	0	30	0	156	\$39,900	\$10,000	\$0	\$0	\$11,500	\$51,400	
TASK 7 COMMENT RESPONSE SHEET																													
Comment response sheet	4	20	10	10	40						84	\$21,600				\$0	\$21,600												
	Task Totals											4	20	10	10	40	0	0	0	0	0	84	\$21,600	\$0	\$0	\$0	\$0	\$21,600	
	PROJECT TOTALS											224	480	228	352	392	0	0	0	436	44	2,156	\$558,500	\$355,000	\$0	\$0	\$0	\$408,250	\$966,700



NHC Ref. No. 5008463
12 March 2025

United Water Conservation District

1701 Lombard Street
Oxnard, CA 93030

Attention: **Craig Morgan, P.E.** Chief Operations Officer
Nathan Summerville, P.E. Senior Engineer
Rich Sanchez, P.E. Senior Vice President
Iqbal Ahmed Ph.D, P.E Senior Project Manager

Via email: craigm@unitedwater.org
nathans@unitedwater.org
rsanchez@geiconsultants.com
iahmed@geiconsultants.com

Subject: Freeman Diversion Improvement Design DDR and 30% Design Plans

Northwest Hydraulic Consultants (NHC) has provided support to United Water Conservation District (United) through several phases of work on the Freeman Diversion. This has included work on the Hardened Ramp up through development of the 100% hydraulic designs for the Hardened Ramp concept (February 2023) and hydraulic support for the 90% Design phase being led by GEI. NHC also recently provided a review of the geomorphic processes in the system to support the potential adjustment of the downstream ramp invert elevation (2024). NHC is currently performing the initial hydraulic and fisheries work on the Diversion Optimization Design. This concept, developed by United, updates and optimizes the existing Denil Fish Ladder system while also expanding the intake auxiliary water system (aux water) capacities while allowing to increase diversion flows up to 750 cfs. The initial work has included development of the concept layout to support a feasibility assessment of the design (GEI) while refining the hydraulic details of the design to improve facilities operations and functionality.

This task order will provide additional funding for NHC to advance the hydraulic and fisheries concept to the 30% Design Level. NHC's work will support GEI's larger 30% design plan set and cost submittal.

The services to be provided can be described to some degree at present but will be adapted depending on the needs identified by United and GEI moving forward. The work will be coordinated in regular meetings. A description of work tasks and budgets to support the expected level of effort are provided below.

TASKS

NHC has identified six primary tasks for completion of the work described below.

Task 1: In-River and Sediment Analysis

In this task NHC will provide hydraulic and geomorphic analysis support the development of the full plan set. NHC has developed HEC-RAS 2D models for the larger river system (Hardened Ramp) and the intake (feasibility) that can be updated and utilized for the analysis.

Work on this task may include:

- 2D modeling and analysis of the river and diversion facilities during typical operational flows to determine flow splits, velocities, water levels and head losses through the system for the increased diversion capacity of 750 cfs.
- Analysis of the 100-year flood event to develop design water levels for use by GEI in estimating flood protection features and riprap sizes.
- Review of the design for adaptability to variation in tailwater and changing geomorphic conditions.
- Hydraulic support to GEI in sizing the Diversion Crest Gates, Approach Channel and Training Wall.
- A review of sedimentation issues/areas of concern for the design. Previous work and experience at the site will be leveraged where applicable to understand potential performance.
- Potential impacts on the design due to upstream channel variability will be modeled (2D) and discussed, including any potential recommendations for analysis/in-stream features for future design phases.
- Review of hydraulic impacts to the flushing channel operation and design, the current plan is to keep in place as is.

Assumptions: NHC will utilize the existing 2D models to assess the reach wide and local conditions. No changes will be made to the hydrology and only modifications to structures/channel topography of the models. Tailwater review will utilize previous work done in the Geomorphic Assessment (2024) and data collected over varying conditions in 2023 and 2024. No sediment management features (desander, internal sluicing, etc.) will be analyzed at this stage of the analysis. It is assumed that there will be no physical modeling as part of this phase of work. Support for crest gate and training wall development will be done using a 2D model, assuming up to 3 iterations of crest gates/approach channel and up to 3 flow rates, results will be provided from RAS Mapper.

Task 2: Intake, Aux Water and Operations Designs

A preliminary intake design and aux water layout was developed in collaboration with United and GEI. The preliminary intake design has a diversion capacity of 750 cfs with a bypass flow of up to 5% (38 cfs) and up to 180 cfs attraction flow through the fish ladder and aux water. This task will include analysis and refinements to this concept to bring it to 30% design.

Work on this task may include:

- Description of the proposed trash rack and fish screens, including hydraulic impacts.
- Refined hydraulic modeling of the intake for flows up to the diversion capacity of 750cfs.
- Hydraulic modeling and assessment of sweeping and approach velocity profiles along the aux water fish screens.
- Design and Hydraulic Analysis of the Aux Water System. This will expand upon the concept outlined to include the general sizing of the screens, hydraulics of the water through the energy dissipation structures and into the Denil as well as for the bypass flows.
- Refinement of the bypass pipe hydraulics for the Aux Water.
- A description of potential operation conditions up to 750 cfs diversion flows showing schematics of expected hydraulic profiles for up to five typical conditions from the forebay through to the diversion canal.

Assumptions: A 2D intake model will be developed that includes the Aux Water fish screens and will be run for up to 5 operational conditions (discharge and screen elevation). A new 1D/2D model will be developed for the Aux Water system. The existing 1D modeling will be utilized for the bypass hydraulics. There may be some overlap between the models developed in this task and the next.

Task 3: Fish Passage Designs

The NHC team has developed a concept for an optimized Denil fish ladder on the existing footprint along with a preliminary bypass pipe system and fish evaluation facility. This has been analyzed from a feasibility perspective. In this task the designs will advance to the 30% level. The fish passage designs are based on a maximum river flow rate of 1800 cfs and with an attraction flow rate of 10%, to be split through the Fish Ladder and Aux Water.

Work on this task may include:

- Design and Hydraulic Analysis of the Denil Fish Ladder. A preliminary concept has been outlined, this will be advanced further to include plans and typical sections including additional hydraulic modeling of the concept where necessary.

- Analysis of the fish ladder entrance pool conditions and preliminary design of the openings. This will include hydraulic modeling to replicate the conditions for varying Denil and Aux Water flow rates. Plots of expected velocities, depths and flow patterns will be provided. This modeling will need to include a portion of the river/tailrace conditions.
- Primary Fish Screens Hydraulics, including sweeping and approach velocity profiles will be analyzed using a 2D model.
- Hydraulics of bypass system including to the fish evaluation station. General 1D model with supplementary CFD model where needed (drop box from tilting weir to bypass pipes, junctions and/or bifurcations)
- Review of how the fish passage design meets known NMFS and CDFW criteria.
- Preliminary extents and hydraulics for the fish evaluation station.
- Outline potential concepts for the bypass outfall.

Assumptions: New models/analysis will need to be developed for the intake, fish ladder and entrance pool conditions. The existing 1D model will be refined for the bypass system. This scope does not include coordination with agencies (CDFW/NMFS) or any analysis or modification of the concepts if they review the DDR and 30% Design Plan Submittal. Time is included for one response to comments letter if required. It is assumed that any interfacing with regulating agencies will take place with the submittal of the 30% Drawings.

Task 4: Development Design Report (DDR) and 30% Design Plans

A Development Design Report (DDR) will be prepared to document the hydraulic design and relevant features. Work completed in Tasks 1-3 will be summarized in the DDR. The report will include a description of how the proposed design would work hydraulically through a range of operations for both diversions and fisheries. Performance relative to fish passage criteria will be documented where available. Sedimentation and upstream in-river training works will not be examined in detail at this phase of design.

NHC will provide the concepts for the hydraulic related components for the design to GEI as they are developed. NHC will provide hydraulic related components of the design plans to a 30 percent level. This will include a layout of all proposed features, sizing of all hydraulic elements and cross-sections. Details will be included for key features such as the typical Denil fishway cross-sections, fish screens, evaluation station and gate configurations.

Assumptions: It is assumed that the 30% concept will be a refinement and further development of the work done at the concept level without any major changes. It is assumed that NHC will provide input on up to 8 sheets. This task assumes two draft versions of the DDR. The DDR will use similar structure to previous documentation for United. The first draft of the DDR will be provided to GEI, those comments will be addressed prior to the initial draft to United. NHC will then provide a final version addressing United concepts. NHC will address

one set of comments/questions on the plan features from GEI. NHC will address one set of United comments on the concepts NHC developed that were incorporated into the larger drawing set by GEI.

Task 5: Meetings, Support and Coordination

NHC has allocated time for coordination with the design team on concepts as well as regular interactions and meetings with GEI and United to coordinate on the project. This scope does not include additional time for any hearings or additional related items.

Assumptions: This subtask includes meetings to discuss the design with GEI and United. This scope assumes up to up to 8 meetings with both GEI and United, and weekly up to 15 total with GEI.

Task 6: Legal and As-Directed Support Tasks

The needs for the project may change over time. This item provides NHC a way to address hydraulics items and requests from United or GEI that may come up as part of the project or supporting the legal work that were unforeseen.

Assumptions: Requests will come from GEI or United. NHC will assess if funds are available before completing the work. The use of these funds will be summarized in the monthly progress reports. Depending on the request, additional budget may be required, this will be requested prior to doing the task.

SCHEDULE

It is assumed that work will start after board approval in April and extend through submittal of the draft report and plans in alignment with GEI's schedule. The schedule for other individual tasks and activities within tasks will be coordinated with United and GEI as the work proceeds. The work will conclude with the submittal of the final 30% plans by GEI.

BUDGET

The costs for the tasks outlined above were estimated based on the expected level of effort for design and analysis of potential solutions that are presently anticipated. Depending on initial development and review of potential solutions with GEI and United team, cost allocations may need to be shifted between tasks. The hourly rates will be based on our 2025 Table.

A cost breakdown by task is given below.

#	Task	Budget
1	In-River and Sediment Analysis	\$52K
2	Intake, Aux Water and Operations	\$54K
3	Fish Passage Designs	\$80K
4	Development Design Report (DDR) and 30% Hydraulic Plans	\$86K
5	Meetings, Support and Coordination	\$43K
6	Legal Support and As-Directed	\$25K
	Amount Requested	\$340K

CLOSURE

We hope the approach outlined above and the estimated schedule meets your needs for contracting purposes. Please call or email with any questions or comments.

Sincerely,

Northwest Hydraulic Consultants Inc.



Brady McDaniel, P.E.
Principal



Barry Chilibeck, P Eng
Principal



STAFF REPORT

To: UWCD Board of Directors

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

From: Robert Richardson, Engineering Manager

Date: March 21, 2025 (April 9, 2025, meeting)

Agenda Item: 5.3 **Authorize the General Manager to Execute the Short-Term Recycled Water Purchase Agreement for Operational Testing with the Pleasant Valley County Water District**
Motion

Staff Recommendation:

Authorize the General Manager to finalize the terms and conditions and execute the Short-Term Recycled Water Purchase Agreement for Operational Testing between the Pleasant Valley County Water District and United Water Conservation District.

Background:

On January 13, 2014, the City of Oxnard executed the Full Advanced Treatment Recycled Water (FATW) Management and Use Agreement (A-7651) between the City of Oxnard (City), United Water Conservation District (UWCD), Pleasant Valley County Water District (PVCWD), Houweling's nurseries, Southland Sod, and Reiter Affiliated Companies. UWCD countersigned the agreement on August 18, 2016. Both PVCWD and UWCD are listed as Third and Fourth Priority users in the FATW Management and Use Agreement.

The rates in the FATW Management and Use Agreement are based on Calleguas Municipal Water District (CMWD) rates. The original rate in 2014 for Third Priority use was \$500 per acre-foot which assumes the City receives in exchange a right to pump local groundwater. A management discount of \$175 per acre-foot is applied to Fourth Priority use. The rates are subject to consumer price index (CPI) and pump charge (Groundwater Management Agency and UWCD extraction charge) annual adjustments. The Fox Canyon Groundwater Management Agency (FCGMA) adopted Resolution 2023-02 (superseded by 2013-02) that allows the City to accrue Recycled Water Pumping Allocation (RWPA) for the delivery of each acre-foot of recycled water that results in an acre-foot reduction of groundwater extraction from areas of the groundwater basins impacted by seawater intrusion.

In 2014, when the FATW Management and Use Agreement was executed, the City's Advanced Water Purification Facility (AWPF) was undergoing commissioning, and it is currently capable of producing up to 6.25 million gallons per day (mgd) or 7,000 acre-feet

5.3 Authorize the General Manager to Execute the Short-Term Recycled Water Purchase Agreement for Operational Testing with the Pleasant Valley County Water District

Motion

per year (AFY). The Hueneme Road Recycled Water Pipeline which carries recycled water from the AWPf along Hueneme Road from Perkins Road to Wood Road was completed in two phases spanning from 2011 to 2023. Between the first and second phases of the Hueneme Road Pipeline, the City and CMWD formed an agreement to deliver recycled water on a temporary basis using the existing Salinity Management Pipeline (SMP). This innovative approach involved mixing AWPf recycled water with brine from an upstream groundwater desalter to turnouts along Hueneme Road. PVCWD is now capable of receiving direct deliveries of AWPf recycled water through a 12-inch turnout connected to the Hueneme Road Pipeline at the intersection of Hueneme Road and Wood Road.

The FATW discussed Points of Delivery (POD) that included a connection with the Pumping Trough Pipeline (PTP) system along Etting Road through a pipeline along Naumann Road, and potentially another connection to recharge basins in the Oxnard Forebay. In 2020, UWCD received a \$343,000 grant from the Natural Resources Conservation Service (NRCS) for construction of a pipeline along Laguna Road (between Wood Road and approximately 4,900 feet east of Pleasant Valley Road) as an alternative and cost-effective way to convey AWPf recycled water from the Hueneme Road Pipeline through the PVCWD system and into the PTP system. In September 2022, the project was selected by the California Department of Water Resources (DWR) and FCGMA to receive a total of \$2,651,500 in grant funding related to the Sustainable Groundwater Management (SGM) Act Implementation Grant for the Oxnard Subbasin. On October 9, 2024, UWCD's Board of Directors authorized the General Manager to execute a construction contract with Toro Enterprises, Inc. (Toro) in the amount of \$5,092,286, contingent upon the Project receiving additional grant funding from DWR. On November 1, 2024, DWR approved an additional \$1,964,356 to be reallocated from the Oxnard Subbasin and Pleasant Valley Basin SGM grant agreements, bringing total grant funding to nearly \$5 million. On November 5, 2024, a construction contract was executed with Toro and work is substantially complete as of March 2025.

Discussion:

In 2023, PVCWD and UWCD started collaborating on an agreement to deliver AWPf recycled water through PVCWD's system to UWCD's PTP system. The intent was to execute a long-term recycled water agreement upon completion of the Laguna Road Recycled Water Pipeline. However, it was determined that additional data from operational testing is needed to finalize the terms and conditions of the long-term recycled water agreement, including but not limited to flow, pressure, and conductivity measurements. The additional data will help determine operational parameters, constraints, and capacity reservations.

**5.3 Authorize the General Manager to Execute the Short-Term Recycled Water Purchase Agreement for Operational Testing with the Pleasant Valley County Water District
Motion**

During operational testing, the District anticipates up to 1,000 gallons per minute (gpm) of AWPf recycled water delivered to the PTP system. The Laguna Road Pipeline is designed with an ultimate capacity of up to 4,340 gpm (the current AWPf production capacity) with the construction of a future pump station (Phase 2).

The Short-Term Recycled Water Purchase Agreement for Operational Testing (Agreement) includes the following terms and conditions:

- The Term of Agreement is in effect for one (1) year or until the time the long-term written agreement is finalized.
- Valid only under the condition that the City can provide AWPf recycled water.
- The Parties will comply with the Title 22 California Code of Regulations related to recycled water.
- The Parties will share operational data (e.g. flow, pressure and conductivity measurements) during testing.
- The Parties agree to coordinate on recycled water deliveries (quantity and duration must be mutually agreeable).
- PVCWD will bill UWCD on a monthly basis and UWCD will provide meter readings.
- UWCD will compensate PVCWD on a per acre-foot basis consistent with the charges to PVCWD (City Pass-Through Charge) plus a 5% Wheeling Charge.

The Agreement has been reviewed by UWCD's legal counsel and is intended to serve on a short-term basis, with the intention of being replaced by a long-term agreement (i.e., a master agreement) that will be developed based on the flow testing results.

Mission Goal:

Goal A – Water Supply

Goal B – Water System Reliability

Goal D – Fiscal Responsibility

Fiscal Impact:

No Fiscal Impact is anticipated. The purchase of recycled water through this Agreement is anticipated to be equal to or less than the current PTP Pipeline charges (variable plus fixed rates).

Attachment:

Draft PVCWD-UWCD Recycled Water Purchase Agreement for Operational Testing

**Pleasant Valley County Water District
United Water Conservation District
Recycled Water Purchase Agreement for Operational Testing**

This Agreement (“AGREEMENT”) is entered into and made effective **M, D, 2025**, by signing the Agreement between the PLEASANT VALLEY COUNTY WATER DISTRICT (“PVCWD”) and UNITED WATER CONSERVATION DISTRICT (“UWCD”) and hereinafter referred to individually as Party and collectively as Parties.

RECITALS

WHEREAS, PVCWD was formed in 1956 under the County Water District Law of California, with the purpose of constructing a distribution system within its boundaries, connecting to the Pleasant Valley (“PV”) Terminal Reservoir owned by UWCD and operated by PVCWD. The system supplies supplemental irrigation water to local farmlands, primarily sourced from surface water received from UWCD through the PV Terminal Reservoir.

WHEREAS, UWCD was formed in 1950 as an independent special District of the State of California that owns and operates the PV Pipeline that delivers surface water and the Pumping Trough Pipeline (“PTP”) irrigation system located in Oxnard, Ventura County, California.

WHEREAS, PVCWD receives various sources of water, including recycled water from the City of Oxnard (“City” or “Oxnard”) as produced at the City’s Advanced Water Purification Facility (“AWPF”). The AWPF is currently capable of producing up to 6.25 million gallons per day and delivers all or a portion to PVCWD in accordance with Full Advanced Treatment Recycled Water Management and Use Agreement (Agreement No. A-7651). PVCWD receives recycled water from the City at a 12-inch turnout near the intersection of Hueneme Road and Wood Road (“Oxnard Turnout”).

WHEREAS, UWCD desires to receive Oxnard recycled water from the AWPF and is also a signatory on the Full Advanced Treatment Recycled Water Management and Use Agreement and has identified an interconnection with PVCWD as an economical way of accessing recycled water.

WHEREAS, the recycled water sources that PVCWD currently has or will have access to comply with the Title 22 California Code of Regulations related to recycled water. In addition, PVCWD and UWCD agree to maintain approval from the State Water Resources Control Board for recycled water distribution and use.

WHEREAS, PVCWD and UWCD have each separately entered into a Sustainable Groundwater Management Act (“SGMA”) Implementation Subgrant Agreement with the Fox Canyon Groundwater Management Agency (FCGMA) who as the “Grantee” separately entered into a

SGMA Grant Agreement (Agreement No. 4600014642) with the State of California Department of Water Resources on September 14, 2022 to administer the SGMA grant obligations on behalf of the Parties. The SGMA grant provides funding to both Parties for the construction of interconnection pipelines intended to facilitate conveyance of recycled water. Both Parties must provide Post-Performance Reports on an annual basis for a period of three (3) years after the completed projects begin operations.

NOW, THEREFORE, for and in consideration of the terms and conditions contained herein, PVCWD and UWCD hereby agree as follows:

1.1 Interconnection Description

The interconnection is described as connecting the PVCWD System and UWCD's PTP System along Laguna Road between Wood Road and nearly one mile east of Pleasant Valley Road.

1.2 PVCWD Infrastructure

PVCWD will own, operate and maintain its interconnection component which includes a 24-inch isolation valve connected to a pipeline on PVCWD's 27-inch Wood Road transmission main at the intersection of Wood Road and Laguna Road. PVCWD will provide UWCD with access to the Oxnard Turnout meter readings and flow data.

1.3 UWCD Infrastructure

UWCD will own, operate and maintain its interconnection segment which includes 3,300 linear feet of pipeline along Laguna Road that connects to an existing 16-inch lateral on the PTP system east of Pleasant Valley Road and to PVCWD's 24-inch isolation valve on Wood Road. UWCD will own, operate, maintain and calibrate (per the manufacturer's recommendations) the necessary new water meter. The water meter measures the amount of recycled water delivered. UWCD will provide PVCWD with access to the meter readings and flow data. PVCWD shall bill UWCD on a monthly basis during the terms of this agreement.

1.4 Purpose of Agreement

Both Parties desire to receive recycled water from the City and conduct operational testing to confirm the volume, flow rates, and pressures provided by the new interconnections and existing infrastructure. The operational testing will provide valuable information in the development of a long-term agreement (draft agreement attached) between both Parties.

1.5 Coordination

PVCWD shall provide Oxnard recycled water upon written request from UWCD under the condition the City is able to provide recycled water and is permitted to do so. The quantity and duration shall be based upon mutually agreeable conditions. Both Parties agree to share

operational data for the purpose of optimizing recycled water deliveries and improving existing hydraulic models.

1.6 Term of Agreement

This Agreement is valid only under the condition that the City can deliver recycled water to PVCWD and UWCD. Moreover, it is the Parties' mutual intent to subsequently replace this Agreement with a long-term agreement, the terms and conditions of which shall be negotiated and finalized in writing upon the successful completion of the new interconnections and existing infrastructure. Accordingly, the term of this Agreement shall be effective from the date it is approved and fully executed by both Parties ("Effective Date") and shall remain in effect for one (1) year or upon the Parties negotiating and entering into a long-term written agreement as discussed above, whichever occurs first.

1.7 Compensation

UWCD shall compensate PVCWD on a per acre-foot basis consistent with the charges to PVCWD (City Pass-Through Charge) plus a 5% Wheeling Charge. Compensation shall not exceed the cost paid by PVCWD to Oxnard for recycled water received, plus a 5% Wheeling Charge. UWCD shall pay PVCWD the Wheeling Charge which is an initial estimate to cover the cost of operations, maintenance and depreciated capital cost of PVCWD's Wood Road Transmission Main.

1.8 Notifications and Correspondence

To UWCD: United Water Conservation District
1701 N. Lombard Street, Suite 200
Oxnard, CA 93030

To PVCWD: Pleasant Valley County Water District
154 S. Las Posas Road
Camarillo, CA 93010

1.9 Signatures

UWCD General Manager

PVCWD General Manager



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager

From: John Lindquist, Water Resources Supervisor
Maryam Bral, Assistant General Manager

Date: March 28, 2025 (April 9, 2025, meeting)

Agenda Item: 6.1 PUBLIC HEARING Opening of Annual Groundwater Hearing to Accept Public Comment on Groundwater Conditions within the District

Staff Recommendation:
Open Annual Groundwater Hearing.

Discussion:
In accordance with the California Water Code, the Board annually conducts a public hearing to consider the conditions of groundwater resources within the District. An Annual Engineering Investigation and Report of Groundwater Conditions within the United Water Conservation District was submitted to the Board’s Secretary/Treasurer on March 10, 2025, and has been available for public review and comment. It is suggested that this hearing be opened and continued through each regular Board meeting through June. During its June meeting, the Board may choose to close the hearing and consider the establishment of zones and the levying of groundwater extraction charges in those zones.

Staff will present a summary of the groundwater conditions detailed in the 2025 Annual Report. The Water Code Section 75574 uses specific definitions for terms such as “overdraft” and “total of annual overdrafts”; these terms will be explained in the context of their use in the Annual Report.

	2023-2024 (previous year)	Water Year 2024-2025 (current year)	2025-2026 (ensuing year)
Annual Overdraft*	-91,000 AF	30,000 AF (projected)	0 – 22,000 AF
Accumulated Overdraft	20,000 – 25,000 AF	20,000 – 25,000 AF	-
Total of Annual Overdrafts*	1,004,000 AF	-	-

*The methodology for calculating Annual Overdraft and Total of Annual Overdrafts was updated in 2023, as described in Attachment A.

6.1 PUBLIC HEARING Opening of Annual Groundwater Hearing to Accept Public Comment on Groundwater Conditions within the District

	2023-2024 (previous year)	Water Year 2024-2025 (current year)	2025-2026 (ensuing year)
Estimated Groundwater Pumping for Agriculture	-	-	87,000 AF
Estimated Groundwater Pumping for M&I	-	-	38,000 AF
Estimated Surface Water Distribution	-	-	60,000 AF
Total Water Distribution	-	-	185,000 AF

The Forebay groundwater basin is an important element of the water resources management program implemented by the District. Staff calculates the available storage in the Forebay on a monthly basis. The available storage, as of the end of February 2025, is approximately 12,800 AF. For reference, an available storage value of about 80,000 AF means that water levels in the Forebay basin are at about sea level and these lower water levels cannot provide the positive pressures on the seawater intruded aquifers at the coast to retard landward migration of saline waters. The current, relatively high groundwater levels are helping to provide positive pressures on the seawater-intruded aquifers at the coast, likely retarding landward migration of saline waters to some degree. However, these current high groundwater levels are largely a result of two back-to-back water years (2022-2023 and 2023-2024) with above-average rainfall and record-setting diversions of surface and imported water to United's Saticoy and El Rio spreading facilities in the Forebay. Years with average to below-average precipitation should be expected in the near-term future, consistent with historical patterns of rainfall in the region. During these years, available storage in the Forebay will increase, groundwater elevations in the District will decrease, and seawater intrusion will continue, unless the projects planned by United and others are implemented to provide additional sources of supply and create a seawater-intrusion barrier.

Public comment will be accepted at this time. This hearing will be continued until Wednesday, May 21, 2025. No Board decisions will be made until the final hearing on Wednesday, June 11, 2025.

Attachment A: Annual Investigation and Report of Groundwater Conditions within the United Water Conservation District, Water Year 2024-2025

*Annual Investigation and Report
of
Groundwater Conditions Within
United Water Conservation District*



*A summary of findings for the previous water year (2023-2024),
current water year (2024-2025), and ensuing water year (2025-2026)*

**Prepared by
Water Resources Department**

UNITED WATER CONSERVATION DISTRICT

March 2025

**ANNUAL INVESTIGATION AND REPORT
OF
GROUNDWATER CONDITIONS WITHIN
UNITED WATER CONSERVATION DISTRICT**

**A SUMMARY OF FINDINGS FOR THE
PREVIOUS WATER YEAR (2023-2024),
CURRENT WATER YEAR (2024-2025),
AND ENSUING WATER YEAR (2025-2026)**

**PREPARED BY
WATER RESOURCES DEPARTMENT
UNITED WATER CONSERVATION DISTRICT**

Cover Photo: Santa Clara River and Hopper Creek, looking downstream
toward confluence within Piru Subbasin

Photo by Luke Bryden, December 03, 2024

MARCH 04, 2025

INTRODUCTION

Background

United Water Conservation District (UWCD or the District) is organized and operates pursuant to the Water Conservation District Law of 1931, which is set forth in Division 21 of the Water Code. [Section 74000 et seq.]

The District may establish and levy groundwater extraction charges against persons operating groundwater producing facilities within zone(s) of the District. Such groundwater charges are in furtherance of the District's activities in the protection and augmentation of the water supplies for users within the District or its zone(s) which are necessary for the public health, welfare and safety of the people of the State of California. In connection with the establishment and levying of such charges, Section 75560 of the Water Code provides that "The district shall annually cause to be made an engineering investigation and report upon the groundwater conditions of the district." The annual groundwater conditions report is provided to the District's Board of Directors (Board) to assist the Board in evaluating the nature and extent of groundwater overdraft within the District.

Definitions

Several terms are defined here to minimize confusion as to their meaning within the context of this report. The following definitions are provided from the California Water Code:

Water Year means July 1st of one calendar year to June 30th of the following calendar year. (§ 75507)

Annual Overdraft means the amount, determined by the Board, by which the production of water from groundwater supplies within the district or any zone or zones thereof during the water year exceeds the natural replenishment of such groundwater supplies in such water year. (§ 75506)

Accumulated Overdraft means the amount of water necessary to be replaced in the intake areas of the groundwater basins within the district or any zone or zones thereof to prevent the landward movement of salt water into the fresh groundwater body, or to prevent subsidence of the land within the district or any zone or

zones thereof, as determined by the Board from time to time.
(§ 75505)

The management of the basins within the District has required artificial recharge to be an integral part of annual replenishment. Therefore, this report includes both artificial recharge and natural recharge in all calculations of overdraft. The above definition of "accumulated overdraft" for water conservation districts differs significantly from the definition in the Water Code used for water replenishment districts, where "accumulated overdraft" is an accumulated total of annual overdrafts. The District has historically tracked this accumulated total of annual overdrafts. Data analysis via the District's Geographic Information System (GIS) and use of the modified Ventura Regional Groundwater Flow Model (UWCD, 2006; as adapted from the USGS RASA Model, [Hanson et. al, 2003]) has informed the calculation of "accumulated overdraft" under the meaning of Section 75505; however, though these calculated figures were informed by the older Ventura Regional Groundwater Flow Model, it was not specifically used in calculating the figures presented in this report. In this report, we use the term "**total of annual overdrafts**" for the running total of accumulated annual overdrafts, and the term "**accumulated overdraft**" for the long-term increase of the average annual replenishment that is necessary to prevent landward movement of salt water and to prevent land subsidence. Techniques for these calculations and differences between the overdraft totals are described in the sections "Data and Methods" and "Discussion".

Groundwater Basins of the District

All or portions of seven groundwater basins lie within the District. These basins are defined by their hydrologic, geologic and physiographic interconnectivity, which influence the quantity and quality of groundwater available in each of the basins. Three ground water basins are located completely or almost completely within the boundaries of the District. These three basins include two along the upstream reaches of the Santa Clara River (Fillmore and Santa Paula basins), as well as one basin in the coastal plain area (Oxnard basin). In addition to these three groundwater basins, most of the Mound Basin in the Ventura area and portions of the Pleasant Valley and Las Posas Valley groundwater basins also lie within the District. A majority of the Piru basin is within the District; however, some eastern areas of the Piru basin with minimal groundwater pumping extend beyond the boundaries of the District. The locations of these basins are shown in Figure 1.

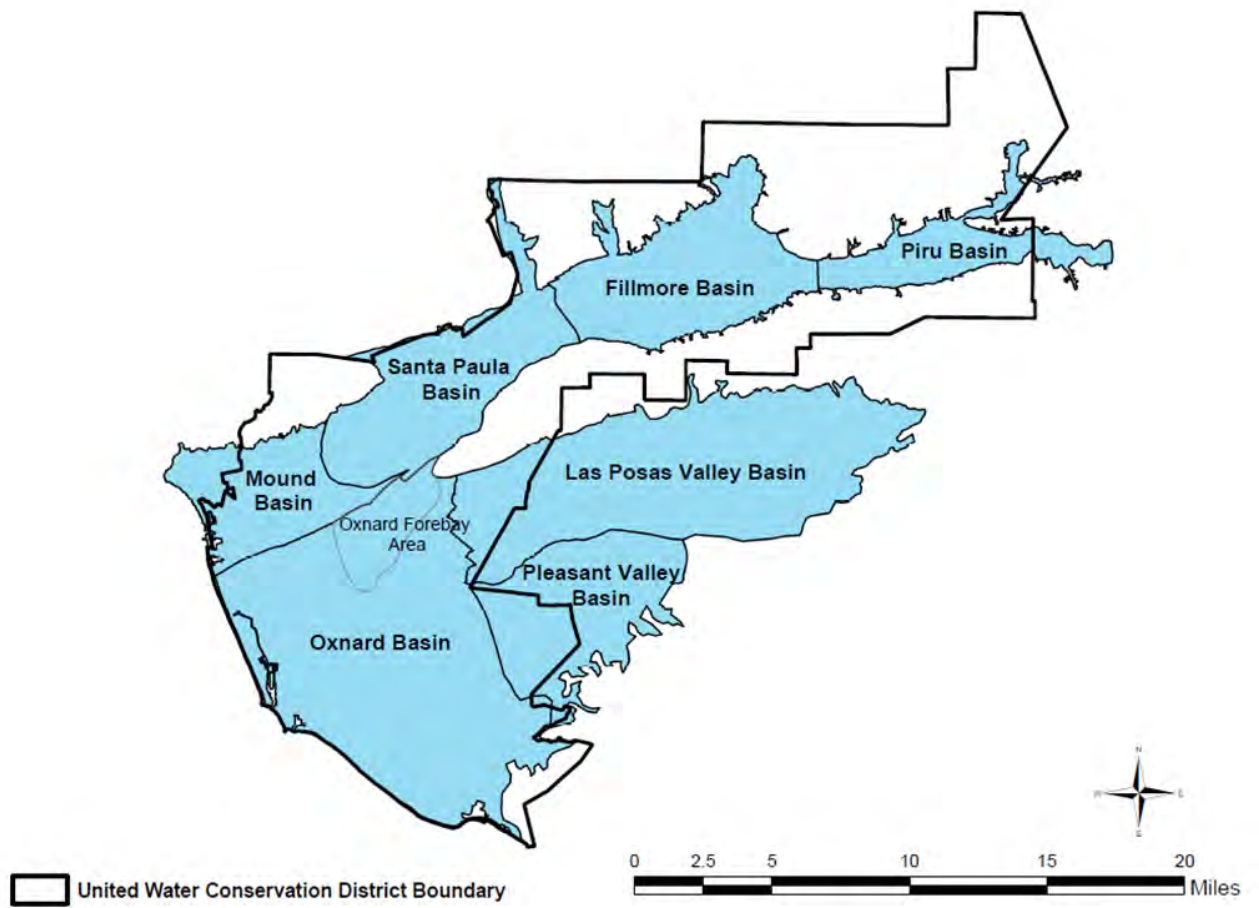


Figure 1. Groundwater basins of United Water Conservation District.

PURPOSE AND SCOPE OF REPORT

This report provides the Board with updated information on groundwater overdraft so that the Board may consider that information when deciding: 1) whether to levy a groundwater charge or charges, and 2) whether a zone or zones should be established within which groundwater charges should be levied.

The District compiles and evaluates hydrologic data to promote efficiency in its water conservation operations and to assist in planning for future water needs. The District also uses these data to prepare a district-wide water balance to evaluate the occurrence and extent of groundwater overdraft. This report presents those findings concerning the occurrence and extent of groundwater overdraft, and other related issues, as outlined in section 75574 of the Water Code.

DATA AND METHODS

The methods used by the District to estimate “Annual Overdraft” were modified in the water year 2022-2023 annual report. The District has invested significant time and effort in developing and refining a number of modeling tools and methods in recent years, and these tools provided an opportunity to improve the calculations within this report. The overall methodology and approach remained similar to before; the updates were largely related to the calculation of basin recharge from surface water percolation in the upper Santa Clara River basins (UWCD, 2021c) and the Forebay Area of the Oxnard basin (R2 Resource Consultants, 2016). The method compares estimates of annual recharge to reported groundwater extractions. Precipitation and surface water data compiled by federal, state, and local agencies are used to evaluate groundwater recharge. Appendix A includes details regarding the updated methodology.

The methods used by the District to compute “Annual Overdraft” have been updated over time as new data and technologies have become available. Prior to 1991 it was assumed that overdraft only occurred in the Oxnard basin, and the amount of overdraft was calculated using groundwater elevation data. Beginning in 1991, the District began using a District-wide water balance method to evaluate and report “Annual Overdraft”. The annual overdraft calculations were then updated beginning in the reporting for water year 2022-2023 that maintained a similar approach for the District-wide calculations as before, but the tools for estimating basin inflows and outflows were improved, and the

improvements were incorporated into the updated methodology (see Appendix A).

Utilizing the modified Ventura Regional Groundwater Flow Model (UWCD, 2006; as adapted from the USGS RASA Model, [Hanson et. al, 2003]), Geographic Information System (GIS) and its extensive historic data bases of groundwater levels, groundwater extractions, artificial recharge and water chemistry, local water resource managers have been able to document and model the response of the hydrologically interconnected basins to varying climatic cycles and, subsequently, to variations in the seasonal amounts of natural and artificial groundwater recharge. The District relies on that analysis to help inform the "Accumulated Overdraft" estimate which is the long-term increase of the average annual replenishment that is necessary to prevent landward movement of salt water and to prevent subsidence (see FCGMA and others, 2007).

FINDINGS AS REQUIRED BY SECTION 75574 OF WATER CODE

- (a) The average annual overdraft for the immediate past 10 water years is estimated to be approximately **22,000 acre-feet**.
- (b) The annual overdraft for the current water year is estimated to range up to **30,000 acre-feet**. This **positive** number implies that extractions will exceed replenishment for the District, as a whole for this current water year, ending on June 30, 2025.
- (c) The annual overdraft for the ensuing water year is estimated to be between **0 and 22,000 acre-feet**.
- (d) The accumulated overdraft as of the last day of the preceding water year, ending on June 30, 2024, is estimated to range between **20,000 and 25,000 acre-feet**.
- (e) The accumulated overdraft as of the last day of the current water year, ending on June 30, 2025, is estimated to range between **20,000 and 25,000 acre-feet**.
- (f) The estimated amount of agricultural water to be withdrawn from the groundwater supplies of the District for the ensuing water year is approximately **87,000 acre-feet**.
- (g) The amount of water for municipal and industrial (M&I) purposes to be pumped from the groundwater supplies of the District for the ensuing water year is estimated to be approximately **38,000 acre-feet**.
- (h) The estimated amount of water necessary for surface distribution for the ensuing water year is expected to be at least the long-term average of **60,000 acre-feet**.
- (i) The amount of water, which is necessary for the replenishment of the groundwater supplies of the District for the ensuing year, is estimated to be at least **827,000 acre-feet**, as of the last day of the current water year, ending on June 30, 2025.
- (j) The District is not obligated by contract to purchase any amount of water for the ensuing water year, from July 1, 2025 to June 30, 2026, except

Annual Groundwater Conditions Report, Water Year 2024-2025

State Water Project water, ordered for and reimbursed by the Port Hueneme Water Agency. This amount of water is not to exceed **1,850 acre-feet** per year.

- (k) The total production of water from the groundwater supplies of the District during the preceding water year, ending on June 30, 2024, was approximately **125,000 acre-feet** [WC Section 75561 (c)].

An additional finding, which was incorporated in the required findings, is that the “total of annual overdrafts” for the District as of the end of the current water year, ending on June 30, 2025, is estimated to be approximately **1,033,000 acre-feet**. For completeness, the “total of annual overdrafts” for the District as of the end of the preceding water year, ending on June 30, 2024, is estimated to have been **1,004,000 acre-feet**.

These findings have also been included in tabular format on Table 1.

Table 1: Findings as Required by Section 75574 of Water Code

Finding Item	Value (acre-feet)	Description	Water Code Reference
a	22,000	The average annual overdraft for the immediate past 10 water years. Positive value means overdraft; negative value means surplus.	Section 75574 (a)
b	30,000	The estimated annual overdraft for the current water year.	Section 75574 (b)
c	0 - 22,000	The estimated annual overdraft for the ensuing water year.	Section 75574 (c)
d	20,000 - 25,000	The accumulated overdraft as of the last day of the preceding water year.	Section 75574 (d)
e	20,000 - 25,000	The estimated accumulated overdraft as of the last day of the current water year.	Section 75574 (e)
f	87,000	The estimated amount of agricultural water to be withdrawn from the ground water supplies of the District for the ensuing water year.	Section 75574 (f)
g	38,000	The amount of water other than agricultural water (i.e. municipal and industrial) to be drawn from the ground water supplies of the District for the ensuing water year.	Section 75574 (g)
h	60,000	The estimated amount of water necessary for surface distribution for the ensuing water year.	Section 75574 (h)
i	827,000	The amount of water which is necessary for the replenishment of the ground water supplies of the District for the ensuing water year, as of the end of the current year.	Section 75574 (i) Section 75561 (e)
j	1,850	The amount of water the District is obligated by contract to purchase during the ensuing water year .	Section 75574 (j) Section 75561 (e)
k	125,000	The total production of water from the ground water supplies of the District for the preceding water year.	Section 75561 (c)
Additional	1,004,000	The estimated “total of annual overdrafts” of the District for the current water year, as of the end of the preceding water year.	Section 75574 (b, i) Section 75561 (e)
Additional	1,033,000	The estimated “total of annual overdrafts” of the District for the ensuing water year, as of the end of the current year.	Section 75574 (b, i) Section 75561 (e)
<p>Notes: Preceding Water Year: July 1, 2023 to June 30, 2024 (Water Code Section 75507 (c)) Current Water Year: July 1, 2024 to June 30, 2025 (Water Code Section 75507 (b)) Ensuing Water Year: July 1, 2025 to June 30, 2026 (Water Code Section 75507 (d)) “Annual overdraft”: The amount, determined by the board, by which the production of water from ground water supplies within the District or any zone or zones thereof during the water year exceeds the natural replenishment of such ground water supplies in such water year. (Water Code Section 75505) Positive value means overdraft, negative value means surplus. “Accumulated overdraft”: The amount of water necessary to be replaced in the intake areas of the ground water basins within the District or any zone or zones thereof to prevent the landward movement of salt water into the fresh ground water body, or to prevent subsidence of the land within the District or any zone or zones thereof, as determined by the board from time to time. (Water Code Section 75506) “Total of Annual Overdrafts”: This additional finding is a cumulative total of each water years’ annual overdraft (item b), up to the last day of the preceding and current water year.</p>			

Description of Findings as Required by Section 75574 of Water Code

(a) The annual overdraft (explained in item b below) of the preceding ten years is averaged to derive the average annual overdraft. The average annual overdraft of **22,000 acre-feet** means that over the last ten years the average pumping has exceeded the average recharge, both natural and artificial, on a District-wide basis.

(b) Although the annual overdraft for the previous year can be calculated, the **annual overdraft** for the current water year must be estimated. This is because only a portion of the year has passed. At best, the appropriate data are available for the period July 1 through February 28/29 of the current water year. To standardize this prediction for current year overdraft, water resources staff developed a regression curve fit that compares overdraft for previous years to rainfall through February for each of the years 1982-1983 through 2023-2024 (Figure 2). The goal is to be able to predict the annual overdraft for the current year, based on the percentage of normal rainfall as of the end of February. Normal rainfall refers to the updated long-term average from 1890-1891 through the previous year (2023-2024). The prediction is considerably improved by weighting in the prior year precipitationⁱ. This regression methodology serves to recognize antecedent conditions, which influences how readily the Santa Clara River, streams, and precipitation can recharge to groundwater.

As of February 28, of this current water year (2024-2025), precipitation was approximately **35%** of normal. The previous year (2023-2024) precipitation was approximately **191%** of normal at the end of February. The overdraft for the current water year is predicted to be approximately **30,000 acre-feet**. The **positive** number implies a net **deficit** to the aquifers. A review of overdraft data from 1982-1983 to 2023-2024 suggests that a net District-wide surplus of water will occur when the weighted precipitation, of the current year through February and the prior year, equals or exceeds approximately **108%** of normal (Figure 2). For the 2024-2025 water year the weighted precipitation is **87%**, therefore suggesting the estimated deficit for the current year.

ⁱ Weighted percent of normal precipitation = [current year + (previous year * 0.5)]/1.5

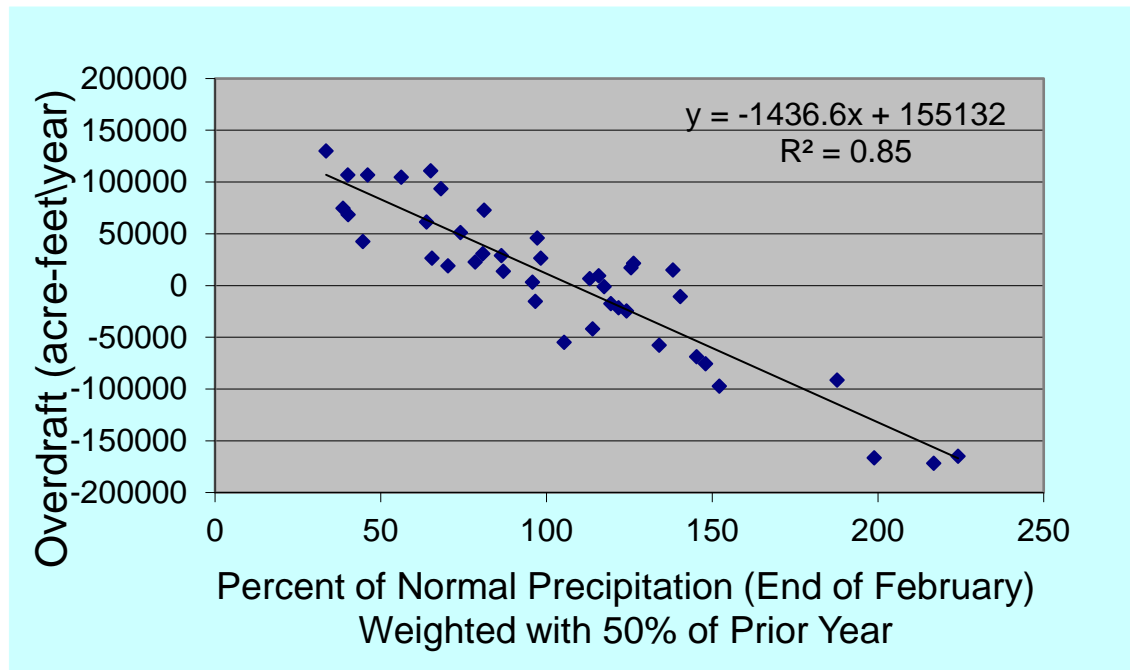


Figure 2. District-Wide Overdraft vs. Percent of Normal Precipitation.

The prior year overdraft is calculated once all the data are available for the period July 1 to June 30. In this manner, the actual overdraft is calculated approximately eight months in arrears. This calculated overdraft for the prior year is then used with the nine preceding years to determine the ten-year average annual overdraft.

In last year’s report (Water Year 2023-2024), the regression correlation was used to predict an overdraft District-wide of approximately **-118,000 acre-feet** (surplus) for the period July 1, 2023 through June 30, 2024. After receiving data for the entire year, the actual annual overdraft was determined to be approximately **-91,000 acre-feet** (surplus). Therefore, the projected surplus was overestimated by approximately **27,000 acre-feet**. A basic summary of the methodology for determining the hydrologic balance for the groundwater basins is included in Appendix A of this report.

(c) The annual overdraft for the ensuing water year is difficult to forecast. It projects the hydrologic balance 16 months in advance. The projected District-wide overdraft is assumed to be between 0 acre-feet and the ten-year average annual overdraft, which is approximately 22,000 acre-feet from water years 2014-2015 to 2023-2024. The past two water years have significantly reduced the 10-year average overdraft, from a 10-year average of 59,000 acre-feet

estimated in 2022-2023, to a 10-year average of 44,000 acre-feet estimated in 2023-2024.

(d) “Accumulated Overdraft” means the amount of water necessary to be replaced in the intake areas of the groundwater basins within the District to prevent the landward movement of salt water into the fresh groundwater body, or to prevent subsidence of the land within the District or any zone(s) thereof (§ 75505, California Water Code).

Past efforts to estimate long-term overdraft utilized the Ventura Regional Groundwater Flow Model and Best Management Objective (BMO) groundwater level goals to inform the calculation of “Accumulated Overdraft”. Groundwater modeling efforts for the 2007 Fox Canyon Groundwater Management Agency (FCGMA) Management Plan update included simulating pumping reductions in the Oxnard and Pleasant Valley basins. Modeling efforts included calculating the amount of pumping reduction in the southern Oxnard and Pleasant Valley basins required to raise groundwater levels so that on average over a complete hydrologic cycle (1944 to 1998) there would not be net landward movement of seawater (FCGMA and others, 2007). This pumping reduction is the “Accumulated Overdraft” and was estimated to be 20,000 to 25,000 acre-feet, mostly in the Lower Aquifer System (LAS).

The Fox Canyon Groundwater Management Agency adopted Groundwater Sustainability Plans in December 2019 (FCGMA 2019a, 2019b, and 2019c). The plans were prepared in compliance with the Sustainable Groundwater Management Act (SGMA) and based upon estimated sustainable yield for the Oxnard and Pleasant Valley basins. The “Accumulated Overdraft” or the necessary reduction in pumping, if no new water supply projects are completed, may be as high as 40,000 acre-feet to 45,000 acre-feet.

(e) The “Accumulated Overdraft” does not change from year to year unless new water supply projects are brought online or unless there is a long-term change in pumping or climate.

(f) The amount of agricultural water likely to be withdrawn for the ensuing water year should be reported as the same as the previous year unless there is overriding information that pumping will change. Because the Annual Groundwater Conditions Report is finished in early March before the year’s rainfall can be accurately predicted, it is more conservative to use the previous year’s pumping. The number comes from semi-annual groundwater extraction statements reported by well owners to the District’s Finance Department, where

the water usage is reported as either agricultural or M&I and extraction fees are calculated.

(g) As in (f), it is more conservative to use the previous year's pumping. The amount of M&I water likely to be withdrawn for the ensuing water year should be reported as the same as the previous year unless there is overriding information that pumping will change. The number comes from the previous year's semi-annual groundwater extraction statements.

(h) The estimated amount of water necessary for surface distribution for the ensuing water year is estimated to be at least the long-term average diversion rate for the Freeman Diversion. From January 1991 to June 2024, this long-term average is approximately 60,000 acre-feet per year.

(i) The total replenishment necessary for replenishment of groundwater supplies of the District comes from the equation: $\text{Total Replenishment} = 0.80 * \text{Total Annual Overdrafts}$. The 80% factor comes from the USGS RASA groundwater flow model simulation results (Hanson et. al., 2003), which estimated that about 20% of the annual overdraft is water derived from the compaction and dewatering of fine-grained sediments (and subsequent subsidence). Water cannot be forced back into the sediments, the storage space lost forever, and thus should be subtracted from the total water needed to replenish the aquifer. However, thick deposits of fine-grained sediments are not common to all the basins within District boundaries, and the 20% reduction in all the basin storage capacity based on presumed subsidence may be excessive.

(j) The District is not obligated by contract to purchase any amount of water, except State Project water, ordered for and reimbursed by the Port Hueneme Water Agency. This amount of water is not to exceed 1,850 acre-feet per year.

(k) The preceding year's water production comes from the District's Finance Department records of reported pumping from the semi-annual statements of groundwater extraction and pumping charges.

“Total of Annual Overdrafts” – this additional finding is a cumulative total of each year's annual overdraft (item b). It is derived through multiple steps that are informed by the finalized annual overdraft for the previous year as well as the estimated annual overdraft for the current year. First, once all complete records are available for the previous water year, the annual overdraft for the previous water year is finalized and added to last year's “total of annual overdrafts” at the end of the preceding water year. Then, to estimate the “total of annual

overdrafts” for the ensuing water year, the estimated annual overdraft of the current year is added to the recently finalized “total of annual overdrafts” for the preceding year. In the wettest years when there is a surplus of water, this total will be reduced. In average and dry years, the total will increase. Even in some wetter-than-average years, there exists a District-wide overdraft and the total will increase, as discussed in (b). In 2022-2023, when a revised methodology used to calculate annual overdraft for the period since 1992-1993, the annual overdrafts and the “total of annual overdrafts” were recalculated for each year, and the “total of annual overdrafts” at the end of 2020-2021 was estimated to be 1,109,000 acre-feet. The “total of annual overdrafts” as of the end of the preceding water year, ending on June 30, 2024, has now been updated to be approximately **1,004,000 acre-feet**. With the annual overdraft of the current water year, ending on June 30, 2025, estimated to be **30,000 acre-feet** (deficit), the “total of annual overdrafts” as of the end of the current water year, ending on June 30, 2025, is estimated to be approximately **1,033,000 acre-feet**.

DISCUSSION

The occurrence of overdraft in a groundwater basin is often controversial. This is due in part to the definition of the term. Overdraft has been defined as “*the condition of a groundwater basin or aquifer in which the amount of water extracted exceeds the amount of water that recharges the basin over a period of many years (during which hydrologic conditions do not significantly change)*” (Bachman et al., 2005). Within the District, the withdrawal of groundwater is known through reporting by pumpers. The recharge within the District by artificial means is also known through measurements of diversions, spreading, and pipeline deliveries (e.g., State water deliveries and Conejo Creek diversions as discussed in Appendix B). Natural recharge, however, must be determined through indirect measurements. This natural recharge occurs primarily along the rivers and streams within the District, but also occurs by direct infiltration from rainfall and by leakage through adjacent bedrock and alluvial units.

The District calculates the natural recharge in its basins using measured data for precipitation, stream flow, and groundwater elevations. The value reported as annual overdraft compares the natural and artificial annual recharge to annual groundwater withdrawals. The average annual overdraft varies over the long-term with fundamental changes in both historic pumpage and artificial recharge facilities. Year-to-year, however, the annual District-wide overdraft varies widely with the climatic cycle. Wet years may produce a surplus of replenishment whereas average and dry years result in an overdraft.

Long-term overdraft is more serious than an annual overdraft. Long-term overdraft occurs when recharge is less than extraction over a period of many years. Long-term overdraft has resulted in both landward migration of saline ocean water in the Oxnard basin and dewatering of salt-rich clays surrounding the aquifers; this dewatering has resulted in saltwater moving from the clays to the aquifer and in compaction of the clays (UWCD, 2016). These conditions continue to persist in the coastal areas, with areas of increasing chloride concentrations in recent years (UWCD, 2021b). The majority of this saline ocean water is likely contained in the extensive offshore portions of the aquifers of the Oxnard basin. It is in the areas of the submarine canyons that this seawater is drawn into onshore portions of the aquifer and poses a hazard. It is also in these areas where it is imperative that an offshore gradient be maintained to prevent further intrusion. Thus, the calculation of “accumulated overdraft” for water conservation districts in the Water Code is very appropriate to the District’s situation – it is the replenishment water necessary to prevent landward movement of saltwater and to prevent subsidence. This is an inherently important aspect of the District’s efforts to protect and augment water supplies for users within the District or its zone(s) which are necessary for public health, welfare and safety.

Two calculated values related to long-term overdraft are presented in this report: 1) the amount of water necessary for the total replenishment of the groundwater supplies of the District for the ensuing water year, which is calculated from the total of annual overdrafts, with a value of **827,000 acre-feet** estimated as of the end of the current water year, ending on June 30, 2025; and 2) the accumulated overdraft, as per the Water Code, which represents the amount of additional replenishment water that is needed on a continuing basis in the future to prevent further salt water intrusion. Past estimates suggest that a minimum of approximately **20,000 to 25,000 acre-feet** of additional replenishment water per year is required to prevent further saltwater intrusion; however, more recent estimates suggest as much as 40,000 to 45,000 acre-feet may be required. A large proportion of this saltwater intrusion is associated with seawater intrusion of the offshore extension of the aquifers and onshore seawater intrusion in the vicinity of Port Hueneme and Point Mugu. The remainder is from poor-quality water derived from the compaction of clays.

There is evidence for the occurrence of long-term overdraft in at least two of the groundwater basins of the District. Groundwater levels have generally been declining or depressed for periods of several decades in the Oxnard and Pleasant Valley basins. While the factors causing declining groundwater trends may have varied among these two basins, long-term replenishment rates have not kept up

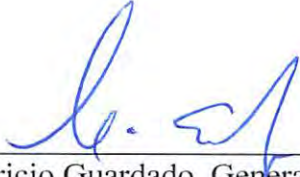
with long-term extraction rates in either of them. Thus, these basins are considered by the District to be in the condition of long-term overdraft.

In the past, the Santa Paula basin had been considered in a state of potential long-term overdraft. A basin yield study (UWCD, 2003) by experts for the City of Ventura, Santa Paula Basin Pumpers Association, and the District suggested that the yield of the basin is probably near the historic pumping amount. In 2017, Daniel B. Stephens & Associates, Inc., estimated that safe yield of the Santa Paula basin is in the range from 24,000 to 25,500 acre-feet per year, slightly less than the long-term-average pumping rate of 25,800 acre-feet per year (Daniel B. Stephens & Associates, 2017).

The stresses that cause long-term overdraft in a particular basin may be occurring only within that basin, or they may be occurring in several connected basins. For example, the seawater intrusion that has occurred in a portion of the Oxnard basin can be aggravated by increases in pumping from that basin, but it can also be aggravated by decreases in the replenishment supply coming from the upstream basins. This is caused by the hydraulic continuity between the aforementioned groundwater basins.

The California Department of Water Resources (DWR) recognized the hydraulic continuity of the District's several groundwater basins, and in 1980 DWR concluded that these basins should be considered as one groundwater basin, the Ventura Central Basin (DWR, 1980). The Ventura Central Basin was identified by the DWR as "subject to critical conditions of overdraft." The Bulletin 118 Update (DWR, 2003) did not re-evaluate the conditions of critical overdraft in the Ventura Central Basin and other California groundwater basins because the task was not identified by the State Legislature, nor was there sufficient funding. More recently, DWR has confirmed that all the groundwater basins within the District boundaries are high-priority basins, with the exception of the Santa Paula basin, which is adjudicated (DWR, 2021). DWR has also confirmed that the Oxnard and Pleasant Valley basins remain subject to critical overdraft (DWR, 2021).

Annual Groundwater Conditions Report, Water Year 2024-2025



Mauricio Guardado, General Manager

Date

3/10/25



Maryam A. Bral, Ph.D., P.E., Assistant General Manager

3/3/2025

Date

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Appendix A

Methodology for Hydrologic Balance

United Water Conservation District prepares an Annual Investigation and Report of the Groundwater Conditions within the United Water Conservation District. The report is specifically written to meet the requirements included in the Water Code 75560-75561.

In reporting for the water year 2022-2023, staff improved the methodology for determining the groundwater conditions within the District's boundaries. The updated methodology determined annual hydrologic balance in a similar, and relatively simple, manner to the prior methodology. However, the calculated components to the hydrologic balance were informed with improved modeling tools. The hydrologic balance incorporates precipitation, streamflow percolation, artificial recharge and extracted groundwater return flows as recharge components and groundwater extraction and phreatophyte consumptive use as discharge components.

The District has invested significant efforts in developing multiple models in recent years that have been used for water resource planning by both the District and other local agencies and consultants. These models have been used in this methodology to inform recharge and discharge components of the hydrologic balance.

The calculated balance for each component is determined individually for each basin, where possible. The hydrologic balance for the entire District is the net sum of the balance for each basin (a total of seven basins). The data acquired for each basin, where applicable, includes:

- Annual rainfall (ft);
- Total area of each basin (acres); the calculated area of each basin has been updated in this report to reflect the more recent California Department of Water Resources (DWR) basin boundary modifications (2019).
- Mean daily surface flows (cfs);
- Daily artificial recharge (ac-ft);
- Mean daily diversions (cfs);
- Consumptive use rate (percent of groundwater pumping);
- Annual groundwater extractions (ac-ft); and
- Modeled average phreatophyte consumptive use over 30-year period (1985-2015) (ac-ft).

Precipitation

Recharge by precipitation on valley alluvium or aquifer outcrop is held constant at 10% for all the unconfined groundwater basins. Rain gauges at Lake Piru, Fillmore, Santa Paula, and El Rio are used to calculate the amount of recharge to the corresponding basin. Final data approved for publication are used, when possible, but due to the timing of this report, some provisional data are included.

Area

The areas for the unconfined groundwater basins (Piru basin, Fillmore basin, Santa Paula basin, and the Forebay area of the Oxnard basin) were calculated using a Geographic Information System and were based on recently updated (2019) DWR basin boundaries (DWR, 2021). The updated basin boundaries resulted in an increase in areal extent of approximately 33% for the unconfined basin compared methodology used previously to the 2023 report, and this increase was largely due to the addition of outcrop areas of the production formations.

Surface Flows

Infiltration and percolation of surface flows was estimated using the Upper Basins Surface Water Model (UWCD, 2021c). This model, developed by United, calculates surface flows, recharge, and rising groundwater for the Santa Clara River reaches overlying the Piru, Fillmore, and Santa Paula basins. Model inputs include gaged flow in the Santa Clara River and its tributaries and historical available storage in the Piru and Fillmore basins; final data approved for publication are used, when possible, but due to the timing of this report, some provisional data are included. The model also includes estimates for surface flow losses in Santa Paula basin. Available data suggest that water percolation rates from the Santa Clara River within the Santa Paula basin is limited and difficult to quantify (UWCD, 2013). For this report, 12% of estimated Santa Clara River losses within the Santa Paula basin were estimated as recharge (percolation) to groundwater, on an annual basis, based on the model outputs from the Upper Basins Surface Water Model. From 1992-1993 to 2021-2022, this method results in an average annual percolation total of approximately 2,180 acre-feet per year. Additionally, the streamflow percolation within the Oxnard Forebay area was estimated using the Hydrological Operations Simulations System (HOSS; R2 Resource Consultants, 2016), which uses correlations between groundwater elevations in nearby monitoring wells and observed percolation rates within the portion of the Santa Clara River of the Oxnard Forebay area.

Artificial Recharge

The off-channel annual recharge to the District's Recharge Facilities (Piru, Saticoy, Noble, Rose and El Rio basins) are allocated to respective groundwater basins. It is assumed that there exists 100% efficiency in the recharge (i.e., no losses).

Groundwater Extractions

The groundwater extractions for each basin within the District boundaries are tabulated through pumping reported to the District by well owners and operators.

Consumptive Use

A consumptive use factor is used for all the unconfined groundwater basins. Pressure basins have 0% return flow that effectively recharge the Upper Aquifer System (UAS). However, within the pressure groundwater basins, leakage from the Semi-perched aquifer to the UAS is considered using the previously estimated 1985-2015 average values (UWCD, 2021a), and adjusting for areal extent of the basin that is within the District boundaries.

The estimation of return flow from groundwater pumped in the unconfined basins is based on a representative three-year period as calculated by United (UWCD, 2013). This report accounts for "typical" return flows of over-application of water for salt-leaching requirements, as well as special-use cases by particular pumpers (i.e., recycled water percolation from Municipal and Industrial pumping) within the basins.

The three-year average (2010, 2011, and 2012) was chosen as a reasonable period of climatically wet and dry years. Climatic conditions in 2011 were slightly wetter than normal, 2012 was drier than normal, and 2010 is believed to be more representative of "normal climatic conditions" (UWCD, 2013). The average percentage of agricultural pumping as return flow was calculated as 40.8%, and the average of the percent of municipal and industrial pumping as return flow was calculated as 64.4% for the unconfined basins. Some pumped groundwater is exported from the Forebay area via pipeline to users in the confined Oxnard basin, and as such they are not included in estimates of return flows (i.e., they are considered in this report as 100% consumptive use).

Phreatophyte consumptive use is estimated in this report using the more recently updated Ventura Regional Groundwater Flow Model (UWCD, 2021a) modeled average riparian evapotranspiration over the period from calendar years 1985-2015, adjusted for the extent of the simulated riparian vegetation within the District boundaries. This period captures various climatic and riparian conditions, and the annual average evapotranspiration was used to estimate the District phreatophyte consumptive use.

Groundwater Basin Water Balance

Groundwater Basin Water Balance =

[(Groundwater Extractions Consumptive Use + Phreatophyte Consumptive Use) –

(Total Percolated Rainfall + Percolated Surface Water + Artificial Recharge + Return Flow + Leakage)]

Note: Positive values represent overdraft and negative values represent surplus

Appendix B

Additional Water Resources Utilized within the District

State Water

The District has a State Water Project maximum annual Table A amount of 5,000 acre-feet. The District contracts out 1,850 acre-feet of this amount to Port Hueneme Water Agency where it displaces an equal amount of groundwater pumping on the Oxnard Plain. The District receives up to 3,150 acre-feet per year of its Table A amount in Lake Piru via Pyramid Lake. Following a conservation release from Lake Piru, this water flows down the Santa Clara River within the District where it contributes to streamflow and groundwater recharge.

The California Department of Water Resources determines what percentage of the annual Table A amount is allocated to State Water Contractors each year, based on hydrological conditions and project water use. During most years, the Table A allocation is less than 100%, and it has been as low as 5% during periods of drought. The District historically has not always purchased its full allocation of State water in very wet years due to the lack of available storage.

Conejo Creek Diversion

The Conejo Creek diversion, located near U.S Highway 101 and operated by Camrosa Water District, was used for diversion of approximately 8,400 acre-feet per year of water from Conejo Creek on average from 2002 – 2019. Over that same period, approximately 4,500 acre-feet per year of water was delivered by Camrosa to Pleasant Valley County Water District, where it replaces groundwater pumping in the Pleasant Valley basin.



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Mauricio Guardado

Legal Counsel
David D. Boyer

I, Gordon Kimball, Secretary/Treasurer of the Board of Directors of United Water Conservation District, do certify that I am in receipt of the Annual Investigation and Report of Groundwater Conditions within United Water Conservation District – *A summary of findings for the previous water year (2023-2024), current water year (2024-2025), and ensuing water year (2025-2026).*



Gordon Kimball



Date