



BLID-1569
AGRID-0559

**BOARD MINUTES
BOARD OF SUPERVISORS, COUNTY OF VENTURA, STATE OF CALIFORNIA**

**SUPERVISORS STEVE BENNETT, LINDA PARKS,
KELLY LONG, PETER C. FOY AND JOHN C. ZARAGOZA
September 12, 2017 at 8:30 a.m.**

**CONSENT – PUBLIC WORKS AGENCY – Watershed Protection District -
Authorization for the Ventura County Watershed Protection District Director to
Execute an Agreement for a Grant for the Matilija Dam Ecosystem Restoration
Project: Estuarine and Coastal Modeling Project From National Fish and Wildlife
Foundation Impact-Directed Environmental Accounts Program Funds in the
Amount of \$278,002; Find that the Project is Exempt from the California
Environmental Quality Act; and Authorization for the Auditor-Controller to
Process the Necessary Budgetary Transactions; Watershed Protection District
Zone 1; Supervisorial District No. 1.**

- (X) All Board members are present.

- (X) Upon motion of Supervisor Bennett, seconded by Supervisor Long, and duly carried, the Board hereby approves the recommendations as stated in the respective Board letters for Consent Items 11 – 40, with a Board Letter and Exhibits 1 - 4 for Item No. 23.

By: _____


Brian Palmer

Chief Deputy Clerk of the Board

Ventura County Watershed Protection District



PUBLIC WORKS AGENCY
JEFF PRATT
Agency Director

Glenn Shephard, Director
Watershed Protection District

Arne Anselm
Water Resources

Gerard Kapuscik
Strategic Resiliency Group

Karl Novak
Operations & Maintenance

Bruce Rindahl
Watershed
Resources & Technology

Peter Sheydayi
Design & Construction

Sergio Vargas
Watershed
Planning & Permits

September 12, 2017

Board of Supervisors
Ventura County Watershed Protection District
800 South Victoria Avenue
Ventura, CA 93003

Subject: Authorization for the Ventura County Watershed Protection District Director to Execute an Agreement for a Grant for the Matilija Dam Ecosystem Restoration Project: Estuarine and Coastal Modeling From National Fish and Wildlife Foundation Impact-Directed Environmental Accounts Program Funds in the Amount of \$278,002; Determination that the Project is Exempt from the California Environmental Quality Act; and Authorization for the Auditor-Controller to Process the Necessary Budgetary Transactions (Recommendation No. 3 Requires 4/5ths Vote). Watershed Protection District Zone 1; Supervisorial District No. 1.

Recommendations:

1. Authorize the Director of the Ventura County Watershed Protection District (District) to execute an agreement (Exhibit 1) for a grant from National Fish and Wildlife Foundation (NFWF) Impact-Directed Environmental Accounts Program (IDEA) funds for \$278,002 for the Matilija Dam Ecosystem Restoration Project: Estuarine and Coastal Modeling Project (Project).
2. Find that the project is exempt from the California Environmental Quality Act under Class 1 and Class 4 categorical exemptions.
3. Authorize the Auditor/Controller to process the necessary accounting transactions to increase appropriations and revenue as follows (Requires 4/5ths Vote):

INCREASE Unit 4211	Services and Supplies	\$155,000
INCREASE Unit 4211	Intergovernmental Revenue	\$155,000

Fiscal/Mandates Impact:

Mandatory: No
 Source of Funding: NFWF Foundation
 Funding Match Required: None
 Impact on Other Departments: None

<u>Summary of Revenues & Costs:</u>	<u>FY 2017-18</u>	<u>FY 2018-19 through 2019-20</u>
Revenue:	\$ 155,000	\$ 123,002
Costs:		
Direct	\$ 150,531	\$ 119,462
Indirect/Agency Dept.	\$ 4,249	\$ 3,366
Indirect/County CAP	\$ 220	\$ 174
Total Costs	\$ 155,000	\$ 123,002
Net District Costs	\$ 0	\$ 0
Recovered Indirect Costs	\$ 4,469	\$ 3,540

Current FY Budget Projections:

FY 2017-18 Budget Projection for Watershed Protection Zone 1 - Unit 4211				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$ 5,179,400	\$ 5,179,400	\$ 5,179,400	\$0
Revenue	\$ 7,184,400	\$ 7,184,400	\$ 7,184,400	\$0
Net Cost	\$(2,005,000)	\$(2,005,000)	\$(2,005,000)	\$0

Appropriations and revenue will be available in the FY 2017-18 adjusted Zone 1 budget upon approval of Recommendation Number 2. Future funding for the Project will be included in the FY 2018-19 through FY 2019-20 Budgets, as appropriate. The entire cost of District personnel, including indirects, will be recovered through this grant.

Discussion:

In early June, NFWF invited the District to submit an application to their IDEA program to fund an element of the Matilija Dam Ecosystem Restoration Project. The District submitted a grant proposal in July 2017, which was ratified by your Board on August 1, 2017.

The Project will provide detailed modeling of sediments delivered to the Ventura River estuary and nearshore waters as a result of the removal of Matilija Dam assessing effects on estuarine and marine habitats. Modeling will include 2-dimensional

hydrodynamic sediment transport of the Ventura River from the West Main Street Bridge to the Ocean, and a one-line model to analyze shoreline change for the Ventura coastline from Emma Wood State Beach to the Ventura Harbor. Climate change will be considered in the development of the hydrologic time-series, as applicable, and sea level rise will be considered as part of the model boundary conditions. The analysis will consider the full range of sediment sizes (e.g., silts, clays, sand and larger clasts).

The modeling of sediments delivered to the Ventura River Estuary and nearshore waters is an integral component of the larger Matilija Dam Ecosystem Restoration Project (MDERP). MDERP intends to restore riverine processes to create and sustain a variety of instream, riparian, estuarine, and coastal habitats along 16 miles of the Ventura River, including migratory access to upstream habitats for the federally listed endangered southern California steelhead trout.

The term of the agreement will be from October 2, 2017, to September 30, 2019. Because NFWF is located in Washington, D.C., the grant agreement provides that the agreement will be subject to and interpreted by the laws of the District of Columbia and jurisdiction over any dispute will be in the courts of the District of Columbia.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office and County Counsel. If there are any questions regarding this item, please contact me at (805) 654-2040.



Glenn Shephard P.E.
Director

Attachment:

Exhibit 1 –Agreement for NFWF IDEA Grant

**NATIONAL FISH AND WILDLIFE FOUNDATION
PROJECT FUNDING AGREEMENT**

**Matilija Dam Ecosystem Restoration Project Estuarine and Coastal Modeling
NFWF Project ID #8006.17.057975**

This Project Funding Agreement (“Agreement”) is made between the Ventura County Watershed Protection District (“Recipient”), with an address of 800 South Victoria Avenue, Ventura, CA 93009, and the National Fish and Wildlife Foundation (“NFWF”), with an address of 1133 15th Street NW, Suite 1000, Washington, DC 20005, and a branch office at 90 New Montgomery Street, Suite 1010, San Francisco, CA 94105. (Recipient and NFWF each, a “Party,” and together, the “Parties.”)

1. **Purpose.** This Agreement pertains to Recipient’s implementation of the project entitled “Matilija Dam Ecosystem Restoration Project Estuarine and Coastal Modeling” (the “Project”). Under this Agreement, NFWF agrees to provide funds (“Funds”) to Recipient in accordance with the terms hereof to pay costs associated with Recipient’s implementation of the Project.
2. **Project to be Funded.** A detailed description of the Project, including but not limited to the Project purpose, schedule, Budget (as defined in Section 5.a. below), activities, outcomes, and deliverables (collectively, the “Project Description”), is included as Exhibit A hereto. Recipient hereby agrees to use the Funds it receives under this Agreement exclusively to pay the costs of the services, time, materials, equipment, and other items comprising the Project (collectively, the “Work”), all in accordance with the Project Description.
3. **Term.** The term of this Agreement is from October 2, 2017 to September 30, 2019 (the “Term”), unless sooner terminated in accordance with the terms and conditions set forth in Section 17.
4. **Maximum Amount of Funding.** Unless agreed otherwise in writing by NFWF (acting in its sole discretion), the amount of Funds to be made available by NFWF to Recipient under this Agreement for purposes of paying the costs of the Work shall not exceed a maximum of Two Hundred Seventy-Eight Thousand One Dollars and Ninety Cents (\$278,001.90) (the “Maximum Amount”).
5. **Project Budget.**
 - a. The budget for the Project from commencement through completion (the “Budget”) is described in the Project Description and attached hereto as Exhibit B. The Parties expect that Recipient will conduct all the Work and complete the Project within the Budget and, accordingly, for a total amount of Funds equal to or less than the Maximum Amount. If at any time during the term of this Agreement Recipient believes, based on the Work performed to date, that the aggregate costs to complete the Project are likely to exceed the Maximum Amount, Recipient shall so notify NFWF immediately in writing.

b. The Budget is comprised of cost type categories (“Budget Categories”) which include the following: Personnel, Travel, Equipment, Materials and Supplies, Contractual Services, Other Direct Costs, Indirect Costs, and Other.

c. So long as Recipient reasonably believes, based on the Work performed to date, that the aggregate costs to complete the Project will not exceed the Maximum Amount, Recipient may re-allocate Funds between Budget Categories without prior notice to or approval by NFWF, provided that such re-allocation of Funds (i) does not cause any individual Budget Category to vary by more than twenty percent (20%) of the amount specified for such Budget Category; and (ii) does not materially change the proposed Project Description or Work as defined in Section 2. Recipient may not re-allocate Funds between Budget Categories in a manner that would cause any individual Budget Category to vary by more than twenty percent (20%) of the amount specified for such Budget Category or materially change the proposed Project Description or Work without first (i) submitting to NFWF a written request to modify the Budget, Project Description, or Work, in the manner proposed; and (ii) obtaining NFWF’s written approval of such request.

6. **Payment for Project Costs.** Recipient may request payment of Funds hereunder for Work costs already paid or incurred by Recipient, or, with NFWF’s prior written consent, Work costs to be paid or incurred imminently by Recipient (all such requests, “Payment Requests”). NFWF will pay to Recipient the amount of Funds properly requested and substantiated in a Payment Request within thirty (30) days of NFWF’s receipt of such Payment Request and all necessary supporting documentation. Recipient shall submit Payment Requests in accordance with the following procedures and subject to the following terms and conditions:

- a. **Frequency and Minimum Amount.** Recipient may submit Payment Requests no more frequently than once monthly and for no less than One Thousand Dollars (\$1,000) in expenses during the term of this Agreement. To receive payment, Recipient must submit to NFWF a written request containing the total dollar amount of Funds being requested. If requested by NFWF, Recipient shall provide such other supporting documentation as NFWF deems reasonably necessary to evaluate the request.
- b. **Method of Submission.** If specified by NFWF, Recipient shall submit Payment Requests through NFWF’s electronic project management system; otherwise, Recipient may submit Payment Requests to NFWF via electronic mail, facsimile, or regular mail.
- c. **Ongoing Compliance.** NFWF reserves the right to refuse to pay all or any part of the Funds requested in a Payment Request if at the time the request is submitted Recipient has failed to comply with any term or condition of this Agreement or has otherwise failed to perform the Work to date in accordance with the Project Description and Budget.
- d. **Final Payment after Completion of all Work.** The term “Final Amount” shall mean the amount of Funds requested in the final Payment Request submitted by Recipient or an amount equal to ten percent (10%) of the Maximum Amount,

whichever is greater. NFWF shall have no obligation to pay the Final Amount until such time as NFWF has (i) determined that Recipient has fully completed the Work; and (ii) received and approved all deliverables associated with the Work and this Agreement, including but not limited to the Final Reports required pursuant to Section 7 below. Within thirty (30) days after NFWF's determination that the requirements of the immediately preceding items (i) and (ii) have been satisfied, NFWF shall disburse to Recipient the Final Amount.

7. **Reporting.** Recipient will submit periodic reports on the Project through NFWF's electronic project management system (unless otherwise specified by NFWF), all in accordance with the following schedule:

Report Due Dates

Reporting Task	Task Due Date
Interim Programmatic Report	10/31/2018
Annual Financial Report	10/31/2018
Final Programmatic Report	8/31/2019
Final Financial Report	8/31/2019

At NFWF's request, Recipient will respond to any inquiries regarding the status or progress of the Project made outside of the reporting schedule.

8. **Final Reports.** When Recipient believes that it has fully and completely performed all the Work, and in any event no less than thirty days (30) prior to the end of the Term of this Agreement, Recipient shall prepare and submit to NFWF (and if specified by NFWF, by uploading to NFWF's electronic project management system) a comprehensive report on the Work and the corresponding results (the "Final Programmatic Report") and a full accounting of the Funds disbursed to it hereunder (as well as any amount still due and owed to Recipient that has not yet been disbursed as a reimbursement) as compared against the Budget (the "Final Financial Report"). (The Final Programmatic Report and Final Financial Report are hereinafter referred to collectively as the "Final Reports.") As appropriate, the Final Programmatic Report should include copies of all publications, press releases, and other documents, materials, and products developed as part of the Project, including without limitation photographs, video footage, and other electronic representations of the Project and Work. The Final Reports shall be provided by Recipient to NFWF as soon as practicable after Recipient reaches a determination that it has fully and completely performed all the Work; in addition, in accordance with Section 6, NFWF's receipt and approval of the Final Reports is an express condition to NFWF's obligation to disburse to Recipient the Final Amount.

9. **Contact Information.**

NFWF Primary: Whitney Ray
National Fish and Wildlife Foundation
Manager, Impact-Directed Environmental Accounts (IDEA)
90 New Montgomery, Suite 1010
San Francisco, CA 94105

Telephone: 415-593-7628
Fax: 415-778-0988
E-mail: Whitney.Ray@nfwf.org

NFWF Alternate: Anne Butterfield
National Fish and Wildlife Foundation
Manager, Impact-Directed Environmental Accounts (IDEA)
90 New Montgomery, Suite 1010
San Francisco, CA 94105
Telephone: 415-243-3106
Fax: 415-778-0988
E-mail: Anne.Butterfield@nfwf.org

Recipient: Martha Irene Symes
Ventura County Watershed Protection District
Staff Services Specialist
800 South Victoria Avenue
Ventura, California 93009
Telephone: 805-654-2069
Fax: 805-654-3350
Email: martha.symes@ventura.org

Each Party agrees to notify the other Party promptly in writing of any change in named representative, address, telephone, or other contact information. The Parties agree and acknowledge that any change to their respective named representative as set forth above shall not constitute an amendment to this Agreement and may be effected through written notice to the other Party.

10. **Incorporation of Project Description and Budget.** The Project Description and Budget are hereby expressly incorporated into this Agreement by this reference.

11. **Assignment.** Recipient may not assign this Agreement, in whole or in part, to any other individual or other legal entity without the prior written consent of NFWF.

12. **No Agency Between NFWF and Recipient or Subcontractors.** Neither Recipient nor any contractor, subcontractor, or other recipient of Funds from Recipient (each, a "Subcontractor") shall be deemed to be an agent, representative, employee, or servant of NFWF in connection with this Agreement. NFWF shall neither have the right to control, nor have any actual, potential or other control over, the methods and means by which Recipient or any of its agents, representatives, employees, or Subcontractors conducts its business operations. Recipient shall not, in the performance of the Work, perform any act or make any representation to any person to the effect that Recipient or any of its agents, representatives, employees, or Subcontractors is the agent, representative, employee, or servant of NFWF.

Recipient shall be responsible for supervising and directing the Work performed by all Subcontractors and shall be responsible for all Subcontractor activities as well as for coordinating all Subcontractors' Work. As between Recipient and NFWF, Recipient shall bear

sole responsibility for any and all liability caused or incurred by any Subcontractor in performing Work. NFWF shall not be deemed by virtue of this Agreement to have any contractual obligation to, or relationship with, any Subcontractor, and the Parties agree and acknowledge that as between NFWF and Recipient, all Work shall be deemed to be the responsibility of, and shall be performed by, Recipient.

13. **NFWF Right to Inspect Work; Access.** NFWF and its representatives and consultants shall, upon reasonable prior notice to Recipient, have access to inspect all Work hereunder; provided, however, that any inspection of the Work shall be conducted at a reasonable time and in a manner that does not delay or disrupt the Work. Notwithstanding any review or inspection by NFWF, Recipient shall not be relieved of its responsibility for performance of the Work or the submission of reports as expressly set forth in this Agreement solely by virtue of NFWF's inspection or review of the Work. Recipient shall provide NFWF and its representatives and consultants with the opportunity to participate in site inspections, meetings, and/or teleconferences, as appropriate, related to Recipient's performance of the Work and completion of the Project.

14. **Conflict of Interest.** During the term of this Agreement, Recipient will maintain in effect policies governing conflicts of interest and, with respect to its performance of the Work and Project, will adhere to such policies.

15. **Unexpended Funds.** Any Funds provided by NFWF and held by Recipient and not expended or obligated for Work on or before the Agreement's termination date will be returned by Recipient to NFWF within thirty (30) days after such termination date.

16. **Amendments.** Any amendment to this Agreement must be in writing and must be consented to in writing by both Parties. If required by NFWF, Recipient will submit amendment requests through NFWF's electronic project management system. Notwithstanding any provision of this Agreement to the contrary, any duly executed amendment of this Agreement to extend its term shall be deemed to automatically add or modify, as appropriate, reporting due dates pursuant to Sections 7 and 8 hereof such that the dates are commensurate with the extended term of this Agreement.

17. **Default and Termination.** Failure by Recipient to comply (as determined by NFWF in its reasonable discretion) with any material term of this Agreement, including but not limited to any failure by Recipient to perform the Work in accordance with the Budget and schedule set forth in the Project Description, shall be deemed to be a default of this Agreement and shall constitute cause for NFWF to issue a written "Notice of Default" to Recipient. Any such Notice of Default shall describe in reasonable detail the basis for NFWF's determination of default and shall provide Recipient with a period of no less than ninety (90) days in which to cure such default (or, if such default is incapable of being cured within ninety (90) days, to commence a cure of such default). If Recipient has not cured or, as the case may be, commenced a cure of, any default within ninety (90) days of its receipt of a Notice of Default, NFWF may thereafter terminate this Agreement by a further written notice delivered to Recipient.

Recipient may terminate this Agreement by providing no less than thirty (30) days' prior written notice to NFWF.

In the event of termination of this Agreement prior to Recipient's expenditure or obligation of the Funds available hereunder, Recipient shall immediately (unless otherwise directed by NFWF in its notice if NFWF initiated the termination) undertake all reasonable steps to terminate any further expenditure or obligation of Funds, including but not limited to the following:

- a. Stop work on any portion of the Work that is incomplete, and refrain from undertaking any further Work on the Project.
- b. Place no further orders or enter into any further contracts or subcontracts for materials, facilities, or other aspects of the Work.
- c. Terminate all pending orders, contracts, and subcontracts for Work that have not yet commenced.
- d. Promptly take all other reasonable and feasible steps to minimize and/or mitigate any damages that may be caused by the failure to complete the Work, including but not limited to reasonable settlements of any outstanding claims arising out of termination of orders, contracts, and subcontracts related to the Work.
- e. Deliver or make available to NFWF all data, drawings, specifications, reports, estimates, summaries, deliverables, and such other information and material as may have been accumulated by Recipient with respect to the Work, whether completed or in progress.
- f. Return to NFWF any unobligated or unspent portion of the Funds then held by Recipient.

18. **Additional Support.** By entering into this Agreement, NFWF assumes no obligation to provide further funding or financial support to Recipient beyond the terms stated in this Agreement.

19. **Choice of Law.** This Agreement shall be subject to and interpreted by the laws of the District of Columbia, without regard to choice of law principles. By entering into this Agreement, Recipient agrees to submit to the jurisdiction of the courts of the District of Columbia.

20. **Compliance with Laws; Insurance; Indemnification.**

- a. In conducting its activities relating to the Work and performing its obligations under this Agreement, Recipient agrees to conduct all such activities in compliance with all applicable Federal, State, and local laws, regulations, and

ordinances; and to secure all appropriate and necessary public or private permits and consents.

- b. Recipient agrees to obtain and maintain all appropriate insurance against liability for injury to persons or property from any and all activities undertaken by Recipient and associated with this Agreement in any way; will have NFWF named as an additional insured on all such policies; and will provide NFWF with appropriate Certificates of Insurance reflecting such additions within sixty (60) days after this Agreement is fully executed.
- c. Recipient shall indemnify and hold harmless NFWF and its officers, directors, agents, representatives, and employees in respect of any and all claims, injuries, losses, diminution in value, damages, liabilities, whether or not currently due, and related expenses (including without limitation, settlement costs and any legal or other expenses for investigating or defending any actions or threatened actions) arising from or in connection with the Work or Recipient's performance under this Agreement, including but not limited to, environmental laws, regulations, orders and decrees of whatever character or nature and damage or injury to persons or property.
- d. The terms of the Section will survive termination of this Agreement.

21. **Publicity.** Recipient agrees to give appropriate credit to the "National Fish and Wildlife Foundation" for its financial support in any and all press releases, publications, annual reports, video credits, dedications, and other public communications regarding the Project that is receiving financial support under this Agreement or any of the deliverables associated with the Project, the Work, and/or this Agreement. Recipient hereby grants NFWF the right and authority to publicize NFWF's financial support for the Project and the Work in press releases, publications and other public communications.

22. **Disclaimers.** Payments made to Recipient under this Agreement do not by direct reference or implication convey NFWF's endorsement of the Work or any deliverables provided pursuant to the Agreement. All information submitted by Recipient for formal publication under this Agreement shall carry the following disclaimer:

"The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions, views, or policies of the National Fish and Wildlife Foundation. Nothing contained herein constitutes an endorsement in any respect by the National Fish and Wildlife Foundation."

23. **Website Links.** Recipient agrees to permit NFWF to post a link on any or all of NFWF's websites to descriptions of the Work, the Project, or this Agreement.

24. **Evaluation.** Recipient agrees to cooperate with NFWF by providing timely responses to

all reasonable requests for information to assist in evaluating the accomplishments of the Project and this Agreement for a period of three (3) years after the date on which the Final Reports are provided. The terms of this Section will survive termination of this Agreement.


25. **Access to Records.** NFWF and any of its duly authorized representatives shall have access to any books, documents, papers and records of Recipient that are directly pertinent to this Agreement for purposes of making audits, examinations, excerpts, or transcription during the term of this Agreement and for a period of five (5) years after the date of delivery of the Final Reports under this Agreement. By executing this Agreement and accepting Funds hereunder, Recipient agrees, without limiting any other obligation under this Agreement, to produce, maintain, and retain such invoices, purchase orders, bills, time records, evidence of payment, and other documents as are necessary to permit NFWF to verify the proper use and expenditure of the Funds received by Recipient hereunder. The terms of this Section will survive termination of this Agreement.

26. **Severability.** Each provision of this Agreement is distinct and severable from the others. If one or more provisions is or becomes invalid, unlawful, or unenforceable in whole or in part, the validity, lawfulness and enforceability of the remaining provisions (and of the same provision to the extent enforceable) will not be impaired, and the parties agree to substitute a provision as similar to the offending provision as possible without its being invalid, unlawful or unenforceable.

27. **Binding Obligation.** This Agreement has been duly executed by a representative of Recipient with full authority to execute this Agreement and bind Recipient to the terms hereof. After execution by the representative of Recipient named on the signature page hereto, this Agreement will represent the legal, valid, and binding obligation of Recipient, enforceable against Recipient in accordance with its terms.

IN WITNESS WHEREOF, both parties have signed this Agreement, intending to be bound legally.

Ventura County Watershed Protection District

 Date: September 12, 2017

Name: Glenn Shphard

Title: Director, Ventura County Watershed Protection District

National Fish and Wildlife Foundation

 on behalf of _____ Date: 9/12/17

Name: Timothy DiCintio

Title: Senior Vice President, IDEA

Exhibit A
Project Description

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Exhibit B
Budget

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