

Central Services  
Joan Araujo, DirectorEngineering Services  
Jim O'Tousa, DirectorRoads & Transportation  
Anitha Balan, DirectorWater & Sanitation  
Joseph Pope, DirectorWatershed Protection  
Glenn Shephard, Director

July 25, 2023

Board of Supervisors  
Ventura County Watershed Protection District  
800 South Victoria Avenue  
Ventura, CA 93009

**Subject: Approval of, and Authorization for the Public Works Agency Director or His Designee to Sign, a Memorandum of Agreement Between the Ventura County Watershed Protection District and the City of Thousand Oaks to Share Local Costs in the Amount of \$126,000, Effective from Date of Execution to June 30, 2028, for the Arroyo Conejo Flood Risk Management Project. Supervisorial District No. 2, Watershed Protection District Zone 3.**

**Recommendations:**

1. Approve Agreement No. WP-3-2023-03, a Memorandum of Agreement between the Ventura County Watershed Protection District (District) and the City of Thousand Oaks (City), to share local costs in the amount of \$126,000, effective from date of execution to June 30, 2028, for the Arroyo Conejo Flood Risk Management Project (Exhibit 3); and
2. Authorize the Public Works Agency Director, or his Designee, to execute and sign Agreement No. WP-3-2023-03.

**Fiscal/Mandate Impact:**

Mandatory:	No
Source of Funding:	Watershed Protection Zone 3
Funding Match Required:	None
Impact on Other Department(s):	None

<b>Summary of Revenue &amp; Costs:</b>	<b><u>FY 2023-24</u></b>	<b><u>FY 2024-25</u></b>
Revenue:	\$ 0	\$ 0
Costs:		
Direct	\$ 119,920	\$ 0
Indirect – Agency/Dept.	\$ 5,900	\$ 0



Indirect – County CAP	\$ 180	\$ 0
Total Costs:	\$ 126,000	\$ 0
Net County Costs:	\$ 126,000	\$ 0
Recovered Indirect Costs:	\$ 0	\$ 0

### **Current FY 2023-24 Budget Projection**

<b>FY 2023-24 Budget Projection for WPD Zone 3 - Unit 4231</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$ 5,709,275	\$ 5,709,275	\$ 5,709,275	\$ 0
Revenue	\$ 10,025,700	\$ 10,025,700	\$ 10,025,700	\$ 0
Net Cost	(\$ 4,316,425)	(\$ 4,316,425)	(\$ 4,316,425)	\$ 0

Appropriations are available in the FY 2023-24 Zone 3 Adopted Budget.

### **Discussion:**

The South Branch Arroyo Conejo channel begins in the Santa Monica Mountains southwest of the City of Thousand Oaks and traverses through the Newbury Park area in a northeasterly direction towards the intersection of U.S. Highway 101 and Borchard Road. The areas adjacent to the channel reach between Borchard Road and U.S. Highway 101 have been mapped in the floodplain by the Federal Emergency Management Agency (FEMA) and are currently classified as Special Flood Hazard Areas subject to flood insurance requirements on federally backed mortgages. There are approximately 428 properties affected, including 390 residential, with the remaining properties consisting of schools, commercial, industrial, and other land uses, within City limits and the County unincorporated area. See Exhibits 1 and 2 for vicinity and location maps.

The City and the District desire to hire a consultant to perform hydrology studies for the area, define the deficiencies, and propose solutions to reduce the overall size of the flood plain area (Deficiency Study). Any projects identified in the Deficiency Study will be managed and funded by their respective Agency. The overall goal is to request FEMA to revise the National Flood Insurance Rate Map in this area, thereby reducing the size of the floodplain and the overall number of properties in the floodplain.

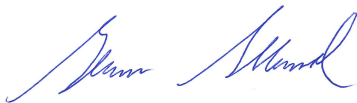
It is recommended that the District, as channel facility owner, enter into a Memorandum of Agreement (MOA) with the City for a 60/40 cost share for the Deficiency Study. The City will hire and manage the consultant contract for the Deficiency Study. Under this MOA, the District would be responsible for 40% of the cost share.



The distribution of tasks and costs are documented in the MOA (Exhibit 3). The estimated cost of the Deficiency Study is approximately \$265,000. The study will be conducted over a nine-month period beginning in August 2023. In addition to the cost of the Deficiency Study, \$20,000 for staff time is included. Any projects resulting from the Deficiency Study and their costs will be brought to your Board for approval.

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 the undersigned at (805) 654-2040.

Sincerely,



Glenn Shephard, P.E.  
Director, Watershed Protection District

Attachments:

- Exhibit 1 – Vicinity Map
- Exhibit 2 – Location Map
- Exhibit 3 – Memorandum of Agreement (Agreement No. WP-3-2023-03)

