



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, September 10, 2025, 12:00 p.m.
UWCD Headquarters, First Floor, Board Room
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 Comment

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 1:30 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 Special District Leadership Foundation Presentation of District Transparency Certificate of Excellence to United Water Conservation District Ceremonial Item

California Special District Association's Public Affairs Field Coordinator Richelle Noroyan will present the Board of Directors with the District Transparency Certificate of Excellence.

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 Approve the Minutes for the July 9, 2025, Regular Meeting and the September 2, 2025, Special Meeting Motion

Approve the minutes.

3.2 Groundwater Basin Status Report Information Item

Receive and file Monthly Hydrologic Conditions Report for the District.

3.3 Investment Monthly Reports Information Item

Review the most current investment reports for the months of June and July 2025.

3.4 Approve a Request for a Payment Plan and Waiver of Accrued Penalty and Interest Charges from William G. Scholle Ranch LLC Motion

Approve the proposed payment plan as well as a waiver of accrued penalty and interest charges for William G. Scholle Ranch LLC.

**3.5 Adopt a Resolution Approving Board Norms
Motion**

Adopt a resolution approving an appendix to the Board of Directors Policies and Procedures Manual which establishes Board Norms for all Directors serving at the District.

**3.6 Adopt a Resolution Approving the Proposed Changes to the Existing Financial Policies and the Adoption of a Proposed New Financial Policy
Motion**

Adopt a resolution approving certain changes to existing financial policies as identified and the adoption of a proposed new financial policy as specified.

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
Bernard Riedel, Jr., Senior Park Ranger
Information Item**

Summary report and presentation on monthly activities of the 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
Dr. Bram Sercu, 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 (GSAs), 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
Robert Richardson, Engineering 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 Adopt a Resolution Approving the Proposed New Public Outreach and External Affairs Manager Position

Motion

Adopt a resolution approving the creation of a Public Outreach and External Affairs Manager position to support the District's outreach and public relations efforts.

5.2 Election of ACWA's President, Vice President, and Region 5 Board for the 2026-'27 Term

Motion

Authorize the General Manager to cast United Water Conservation Districts' electronic vote for the Board Officer Candidates and the Region 5 Board Member slate.

6. FUTURE AGENDA ITEMS

7. ADJOURNMENT

All testimony given before the Board of Directors is recorded. Materials, which are non-exempt public records and are provided to the Board of Directors to be used in consideration of the above agenda items, including any documents provided subsequent to the publishing of this agenda, are available for inspection at the District's offices at 1701 N. Lombard Street, Suite 200, Oxnard CA 93030 during normal business hours.

The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's services, programs or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda materials in an alternative format, please contact the District Office at (805) 525- 4431. Notification of at least 48 hours prior to the meeting will enable the District to make appropriate arrangements.

Approved: _____

Mauricio Guardado, General Manager

This agenda was posted Thursday, September 4, 2025, at 9:00 a.m. at the United Water Conservation District Headquarters, Oxnard, CA and www.unitedwater.org.

Jacquelyn Lozano, Acting 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) and 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) (four matters).

- 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.
- D. United Water Conservation District v. California Fish and Game Commission, a California Public Agency, Superior Court of California, Los Angeles County (Central District), Case No. 25STCP01671; Petition for Writ of Mandate challenging the Commission's determination to list O'mykiss as endangered under the California Endangered Species Act.



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager

From: Jacquelyn Lozano, Administrative Assistant III/Acting Clerk of the Board

Date: August 28, 2025 (September 10, 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 for June 2025
- B – Directors' Monthly Activities Reports for July 2025

ATTACHMENT A

Board of Directors

Due on last day of month

Activities and Expenses for Month June Year 2025

Director: Foud

1. UWCD Board Meetings Regular, special or emergency meetings.		Date	Mileage	
		6-11-25	6.6	✓
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location	Date	Mileage	
	Ethics Training	6-3-25	6.6	✓
	Sex Harassment	6-10-25	6.6	✓
	Bond Noun	6-23-25	6.6	✓
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	
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	
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	
	Water Wise	6-19-25	6.6	✓
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 June 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>5</u>	x \$260	\$ <u>1300</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>33</u>	x \$0.70/mile	\$ <u>23.10</u>
Total other expenses			\$
TOTAL MILEAGE AND OTHER EXPENSES			\$ <u>1373.10</u> ✓ TO

Director Signature

[Signature]

Date: 6-30-25

General Manager Signature

[Signature]

Date: 7/2/25

Definitions

BoD: Board of Directors

BP: Board President

GM: General Manager

Board of Directors
Activities and Expenses for Month 6 Year 25

Due on last day of month

Director: Mohammed A. Hasan, P.E.

1. UWCD Board Meetings Regular, special or emergency meetings.			Date	Mileage
			11	12
			23	12
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location	Date	Mileage	
	Water res.	6-3	12	
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	6-5	-	
	Farm Bureau TGIF	6-20	24	
	AWA water issues	6-17	-	
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	
7. Meetings with board members or executive management of other agencies. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA, GSA.	Entity Name & Location	Date	Mileage	
8. Public meetings hosted by District regarding District matters Such as Section 10 HCP, Vern Freeman Fish Panel.	Meeting Description & Location	Date	Mileage	

Board of Directors

Due on last day of month

Per Diem and Expenses for Month 6 Year 25

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>5</u>	x \$260	\$ <u>1300</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>36</u>	x \$0.70/mile	\$ <u>25.20</u>
Total other expenses			\$
TOTAL MILEAGE AND OTHER EXPENSES			\$ <u>1375.20</u>

Director Signature

Muhammad Khan Date: 8-12-25

General Manager Signature

[Signature] Date: 8/10

Definitions

BoD: Board of Directors

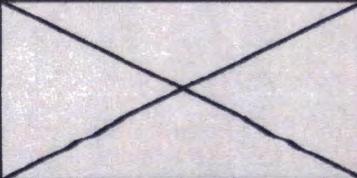
BP: Board President

GM: General Manager

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

Due on last day of month

Director: S. Huber

1. UWCD Board Meetings Regular, special or emergency meetings.			Date	Mileage	
			6/11 / Regular	8	✓
			6/23 / Special	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		6/2	8	✓
	Water Resources / HQ		6/3	8	✓
	Finance&Audit / HQ		6/30	8	✓
3. Meeting with GM or District Legal Counsel (LC)	W/ GM or LC	Meeting Description & Location	Date	Mileage	
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.	Event Name & Location		Date	Mileage	
	AWAVC Waterwise / HQ		6/19	8	✓
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 Center		6/5	10	✓
	AWAVC / HQ - 6/5 - 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	
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	
	WVCBA State of the City / Oxnard		6/12	10	✓
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 June **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
	EBB Mtg with ASN (EIE)/Teams	6/23	0
	EBB Mtg with DASD/Teams - NA - 6/30		

MORE THAN ONE MEETING DAY

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**	8	x \$260	\$ 2080-
**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	68	x \$0.70/mile	\$ 47.60
Total other expenses			\$
TOTAL MILEAGE AND OTHER EXPENSES			\$2177.60

✓ TO

Director Signature



Date: 6/30/2025

General Manager Signature



Date: 7/2/25

Definitions

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

Board of Directors
Activities and Expenses for Month June Year 2025

Due on last day of month

Director: Rachel Jones

1. UWCD Board Meetings Regular, special or emergency meetings.			Date	Mileage	
			6/23	5	✓
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location		Date	Mileage	
	Audit & Finance		6/2	5	✓
	Audit & Finance		6/30	5	✓
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	
	AWA		6/17		✓
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	
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 June 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**	4	x \$260	\$ 1040
**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	15	x \$0.70/mile	\$ 10.50
Total other expenses			\$
TOTAL MILEAGE AND OTHER EXPENSES			\$ 1050

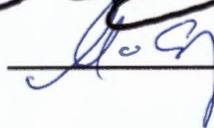
1,100.50 ✓ TO

Director Signature



Date: 7/5/2025

General Manager Signature



Date: 7/8/25

Definitions

BoD: Board of Directors

BP: Board President

GM: General Manager

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

Due on last day of month

Director: Maulhardt

1. UWCD Board Meetings Regular, special or emergency meetings.	X		Date	Mileage	
			6/11/25	2.1	✓
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location		Date	Mileage	
	Executive Committee		6/17/2025	2.1	✓
	Board Norms		6/23/2025	2.1	✓
	FCGMA Prep		6/24/2025	2.1	✓
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	
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	
	FCGMA REG BOARD		6/25/2025	13.6	✓
	AWA Water Wise		6/19/2025	2.1	✓
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	
	State of Oxnard Mtg		6/12/2025	13.8	✓
	<i>(STATE OF THE CITY)</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 June **Year** 2025

Due on last day of month

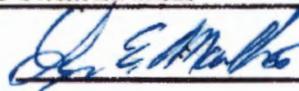
9. Meetings with state or federal legislators or officials or representatives from other entities. At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage
		MTG W/ SUP Parvin	6/26/2025

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**	8	x \$260	\$ 2080.00
**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	103.9	x \$0.70/mile	\$ 72.73
Total other expenses			\$
TOTAL MILEAGE AND OTHER EXPENSES			\$ 2202.73

Director Signature



Date: 7/1/2025

General Manager Signature



Date: 7/2/25

Definitions

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

ATTACHMENT B

Board of Directors

Due on last day of month

Activities and Expenses for Month 7 Year 25

Director: Mohammed A. Hasan, P. E.

1. UWCD Board Meetings Regular, special or emergency meetings.		Date	Mileage
		7-9	12
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location	Date	Mileage
	Water res.	7-1	12
3. Meeting with GM or District Legal Counsel (LC)	W/ GM or LC	Meeting Description & Location	Date
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.	Event Name & Location	Date	Mileage
	AWA water issues	7-15	-
	AWA waterwise	7-17	-
	SCWC <i>Simi</i>	7-18	62
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
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 7 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>5</u>	x \$260	\$ <u>1300</u>
**not to exceed 10 meetings and \$2,600. per month or 1 meeting per day			
Total days of travel	<u> </u>	x \$100.00/day	
Total # of miles	<u>86</u>	x \$0.70/mile	\$ <u>60.20</u>
Total other expenses			\$
TOTAL MILEAGE AND OTHER EXPENSES			\$ <u>1410.20</u>

Director Signature

Mohammed Karan

Date: 8-12-25

General Manager Signature

[Signature]

Date: 8/15/25

Definitions

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

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

Due on last day of month

Director: S. Huber

1. UWCD Board Meetings Regular, special or emergency meetings.			Date	Mileage
			7/9	8
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location		Date	Mileage
	Water Resources / HQ		7/1	8
3. Meeting with GM or District Legal Counsel (LC)	W/ GM or LC	Meeting Description & Location	Date	Mileage
	GM	Mtg with Supv LaVere / Cty Gov Ctr	7/2	10
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.	Event Name & Location		Date	Mileage
	AWAVC Waterwise / Zoom		7/17	0
	AWAVC Water Issues / Zoom - 7/15 NA			
	SCWA Mtg/ Simi Valley		7/18	58
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
	AWAVC BoD / Zoom		7/10	0
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
	Mtg with Oxnard Council / Ox City Hall		7/21	6
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
	EXWC Art the Possible Mtg/Zoom		7/15	0
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 July Year 2025

Due on last day of month

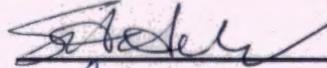
9. Meetings with state or federal legislators or officials or representatives from other entities. At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage

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

* attach all receipts

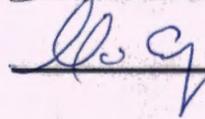
This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	8	x \$260	\$ 2080
**not to exceed 10 meetings and \$2,600. per month or 1 meeting per day			
Total days of travel	—	x \$100.00/day	—
Total # of miles	90	x \$0.70/mile	\$ 63
Total other expenses			\$ —
TOTAL MILEAGE AND OTHER EXPENSES			\$ 2143

Director Signature



Date: 7/28/2025

General Manager Signature



Date: 8/15/25

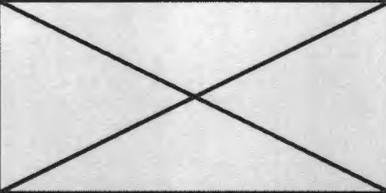
Definitions

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

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

Due on last day of month

Director: Rachel Jones

1. UWCD Board Meetings Regular, special or emergency meetings.			Date	Mileage
			7/9/2025	5
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
	AWA WaterWise		7/17/2025	-
	CSDA Capital Projects Finance		7/22/2025	-
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
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
Activities and Expenses for Month July 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
		Bert Perello, Michael Wolfe	7/21/2025

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**	4	x \$260	\$ 1040
**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	15	x \$0.70/mile	\$ 10.50
Total other expenses			\$ =
TOTAL MILEAGE AND OTHER EXPENSES			\$ 1100.50

Director Signature

Date: 8/12/2025

General Manager Signature

Date: 8/10

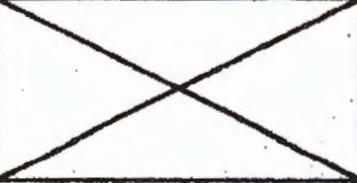
Definitions

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

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

Due on last day of month

Director: MAULHARDT

1. UWCD Board Meetings Regular, special or emergency meetings.			Date	Mileage
			07/09/25	2.1
2. UWCD Committee/Advisory Body Meetings Environmental, Executive, Finance/Audit, Groundwater, Operations, Planning, Recreation and RiverPark JPA Committees.	Committee Name & Location		Date	Mileage
	EXECUTIVE COM MTG		07/13/25	2.1
	MTG W/GM			
3. Meeting with GM or District Legal Counsel (LC) <i>* Federal Advocacy update</i> <i>** Funding Decisions</i> <i>*** OPV update</i>	W/ GM or LC	Meeting Description & Location	Date	Mileage
	GM	Exec Meeting with MEG	07/24/25	Teams
	GM	Update Phone Mtg *	07/30/25	Phone
	GM	Update Phone Mtg **	07/15/25	Phone
	GM	Update Phone Mtg ***	7/10/25	Phone
4. Conferences/Trainings. Includes conferences or educational activities organized by ACWA, AWAVC & CSDA.	Event Name & Location		Date	Mileage
5. Appointed representative to meetings of other entities' Boards. Includes FCGMA, LAFCO, RiverPark JPA, AWAVC BoD, Oxnard Chamber of Commerce Water Committee, ACWA, CSDA and GSA. Or preparatory meetings with GM regarding above meetings.	Entity Name & Location		Date	Mileage
	FCGMA BOARD MTG		07/23/25	13.6
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
	FCGMA PREP		7/22/2025	2.1
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 JULY **Year** 2025

Due on last day of month

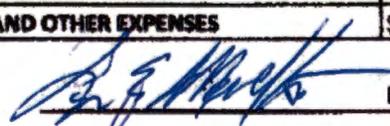
9. Meetings with state or federal legislators or officials or representatives from other entities. At the request of the BoD, BP or GM.	Official Name/Meeting Description & Location	Date	Mileage	

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

* attach all receipts

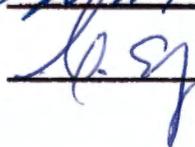
This section to be completed by Finance Department only			
Phone Allowance			\$50.00
Total # of meetings**	8	x \$260	\$ 2080.00
**not to exceed 10 meetings and \$2,600. per month or 1 meeting per day			
Total days of travel		x \$100.00/day	
Total # of miles	19.9	x \$0.70/mile	\$ 13.93
Total other expenses			\$
TOTAL MILEAGE AND OTHER EXPENSES			\$ 2143.93

Director Signature



Date: 8/11/2025

General Manager Signature



Date: 8/11/25

Definitions

BoD: Board of Directors

BP: Board President

GM: General Manager



STAFF REPORT

To: UWCD Board of Directors

From: Mauricio Guardado, General Manager

Date: August 28, 2025 (September 10, 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
Anthony A. Emmert, Assistant General Manager

From: Josh Perez, Chief Human Resources Officer
Tony Huynh, Risk and Safety Manager

Date: August 13, 2025 (September 10, 2025, meeting)

Agenda Item: 2.7 Special District Leadership Foundation Presentation of District Transparency Certificate of Excellence to United Water Conservation District
Ceremonial Item

Staff Recommendation:

Created by the Special District Leadership Foundation (District), the District Transparency Certificate of Excellence recognizes transparency in the operations and governance of special districts to the public and provides special districts with an opportunity to showcase their efforts in transparency, covering all general, website and outreach best practices and affirms the District's commitment to engaging the public and creating greater awareness of its activities.

California Special District Association's Public Affairs Field Coordinator Richelle Noroyan will present the Board of Directors with the District Transparency Certificate of Excellence.



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager

From: Jacquelyn Lozano, Administrative Assistant III/Acting Clerk of the Board

Date: August 28, 2025 (September 10, 2025 meeting)

Agenda Item: 3.1 Approve the Minutes for the July 9, 2025 Regular Meeting and the September 2, 2025 Special Meeting
Motion

Staff Recommendation:
Approve the minutes.

Attachment(s):
A – July 9, 2025 Regular Meeting Minutes
B – September 2, 2025 Special 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, July 9, 2025, 12:00 p.m.
Board Room, UWCD Headquarters
1701 N. Lombard Street, Oxnard CA 93030**

ROLL CALL

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

Absent: Director Ford

1. FIRST OPEN SESSION: 12:00 p.m.

1.1 Public Comment: 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: 1:05 p.m.

2.1 Pledge of Allegiance: Director Hasan

2.2 Public Comment: None

2.3 Approval of Agenda

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

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

2.4 Oral Report Regarding Executive (Closed) Session

District Legal Counsel David 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.

3. CONSENT CALENDAR

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

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

3.1 Approve the Minutes for the June 11, 2025, Regular Meeting and the June 23, 2025, Special Meeting

Approved the minutes.

3.2 Groundwater Basin Status Report

Receive and file the report.

3.3 Investment Monthly Report (May 2025)

Receive and file the report.

4. MONTHLY REPORTS BY DEPARTMENT

4.1 Operations and Maintenance Department Monthly Report

Chief Operations Officer Craig Morgan gave a PowerPoint presentation (attached); received and filed.

4.2 Recreation Department Monthly Report

Senior Park Ranger Bernie Reidel gave a PowerPoint presentation (attached); received and filed.

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

Water Resources Supervisor Bram Sercu and Chris Coppinger gave a PowerPoint presentation (attached); received and filed.

4.4 Administrative Services Department Monthly Report

Chief Financial Officer Brian Zahn and Chief Human Resources Officer Josh Perez gave a PowerPoint presentation (attached); received and filed.

4.5 Engineering Department Monthly Report

Engineering Manager Robert Richardson gave a PowerPoint presentation (attached); received and filed.

4.6 Environmental Services Department Monthly Report

Environmental Services Manager Marissa Caringella gave a PowerPoint presentation (attached); received and filed.

5. MOTION ITEMS

5.1 Authorize the Professional Consulting Services Agreement with GEI Consultants, Inc. for the Bid Document Preparation and Bid Phase Support Services for the Santa Felicia Dam Outlet Works Improvement Project (CIP 8002)

Action: M/S/C (Hasan/Keeling) to authorize the General Manager to execute a Professional Consulting Services Agreement with GEI Consultants, Inc. in the amount of \$1,295,214 for the Bid Document Preparation and Bid Phase Support Services for the Santa Felicia Dam Outlet Works Improvement Project (CIP 8002).

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

5.2 Adopt a Resolution Authorizing and Delegating Authority to the General Manager to Execute State Water Project Purchase Agreements During Calendar Year 2025 up to a Combined Total Expenditure of \$5 Million

Action: M/S/C (Hasan/Kimball) to adopt a Resolution authorizing and delegating authority to the General Manager to execute State Water Project purchase agreements during calendar year 2025 up to a combined total expenditure of \$5 million.

RESOLUTION NO. 2025-13

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

6. FUTURE AGENDA ITEMS

None were offered by the Directors.

7. ADJOURNMENT

The meeting was adjourned at 3:17 p.m.

I certify that the above is a true and correct copy of the minutes of the UWCD Board of Directors meeting of July 9, 2025.

ATTEST: _____
Gordon Kimball, Board Secretary

ATTEST: _____
Jacquelyn Lozano, Acting Clerk of the Board
Prepared by Vanessa Vasquez, Acting 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.
- D. United Water Conservation District v. California Fish and Game Commission, a California Public Agency, Superior Court of California, Los Angeles County (Central District), Case No. 25STCP01671; Petition for Writ of Mandate challenging the Commission's determination to list O'mykiss as endangered under the California Endangered Species Act.

ATTACHMENT B



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 SPECIAL BOARD MEETING

**Tuesday, September 2, 2025, 1:00 p.m.
Board Room, UWCD Headquarters
1701 N. Lombard Street, Oxnard, CA 93030**

This is a special meeting of the Board of Directors called in accordance with Government Code 54956. Other than the listed agenda items, no other business will be considered by the Board of Directors.

ROLL CALL

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

Absent: Director Keeling

1. **OPEN SESSION:** 1:19 p.m.

1.1 **Pledge of Allegiance:** Director Maulhardt

1.2 **Public Comment:** None

2. **EXECUTIVE (CLOSED) SESSION:** 1:20 p.m.

2.1 **Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code Section 54956.9 (d)(1)**

A. 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

3. **SECOND OPEN SESSION:** 3:03 p.m.

3.1 **Oral Report Regarding Executive (Closed) Session**

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

4. **ADJOURNMENT**

The meeting was adjourned at 3:03 p.m.

I certify that the above is a true and correct copy of the minutes of the UWCD Special Board of Directors meeting of September 2, 2025.

ATTEST: _____
Gordon Kimball, Board Secretary

ATTEST: _____
Eva Ibarra, Acting Clerk of the Board



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager
 Dr. Maryam Bral, Assistant General Manager
 Dr. Bram Sercu, Water Resources Supervisor

From: Kathleen Kuepper, Hydrogeologist
 Luke Bryden, Associate Hydrologist

Date: August 25, 2025 (September 10, 2025, meeting)

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

Staff Recommendation:

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

Summary:

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

Activity	Amount (acre-feet)
Total Diversions at Freeman Diversion	958
Lloyd-Butler Mutual Water Company surface water use	27
Recharge to Saticoy basins (metered + unmetered)	207
Recharge to Noble and Rose basins	0
Recharge to El Rio basins	132
Total Ag Pipeline Deliveries of water diverted at Freeman	593
Total Ag Pipeline Deliveries of water pumped from Saticoy Well Field	245
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 July 2025

Basin	Available Storage (acre-feet)
Oxnard Forebay	31,100

Precipitation for Month of July 2025

Location	Precipitation (inches)
Lake Piru	0.00
Santa Paula	0.00
El Rio	0.00

Attachment:

July 2025 Hydrologic Conditions Report WY2025/25

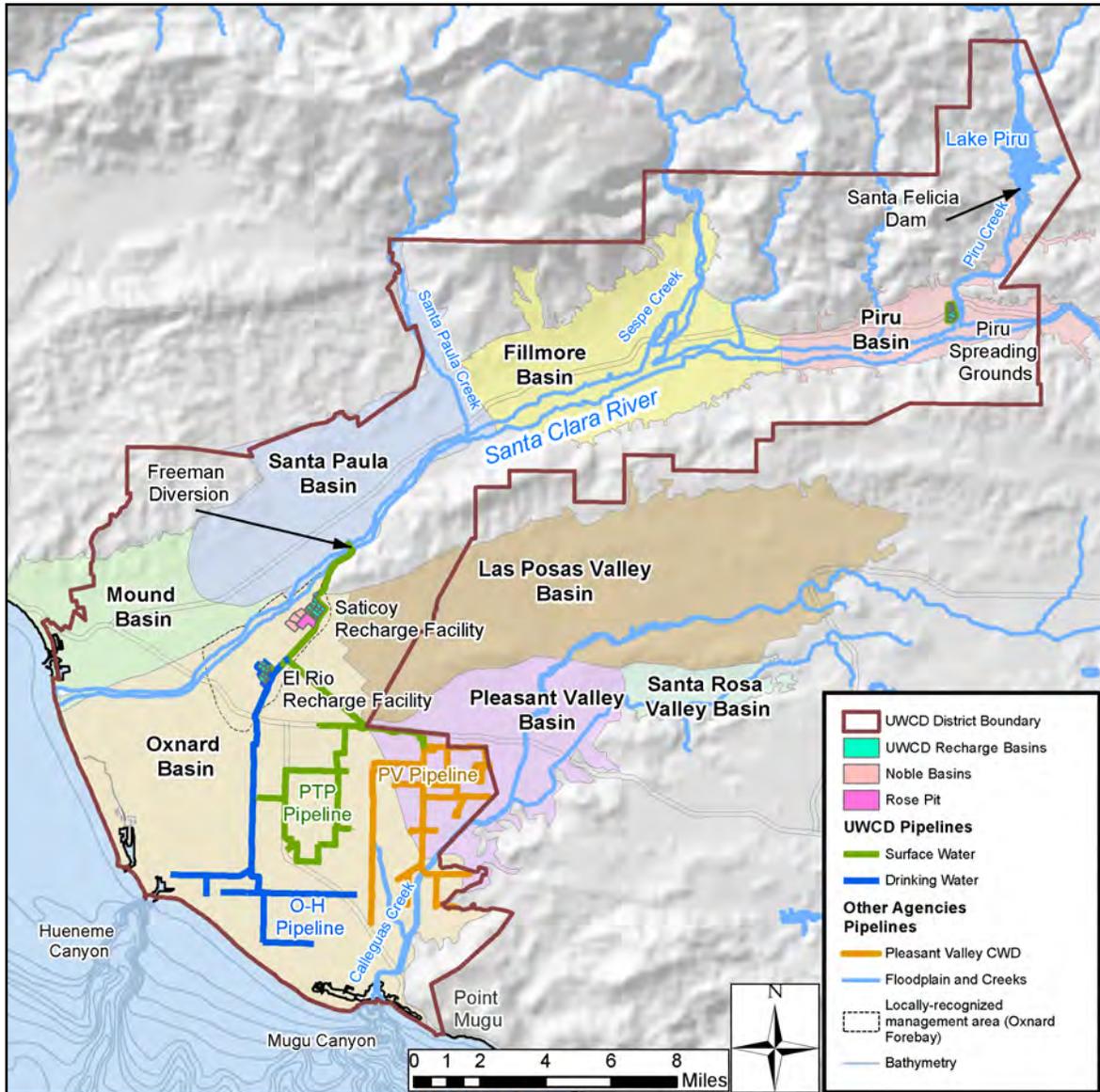


United Water

CONSERVATION DISTRICT

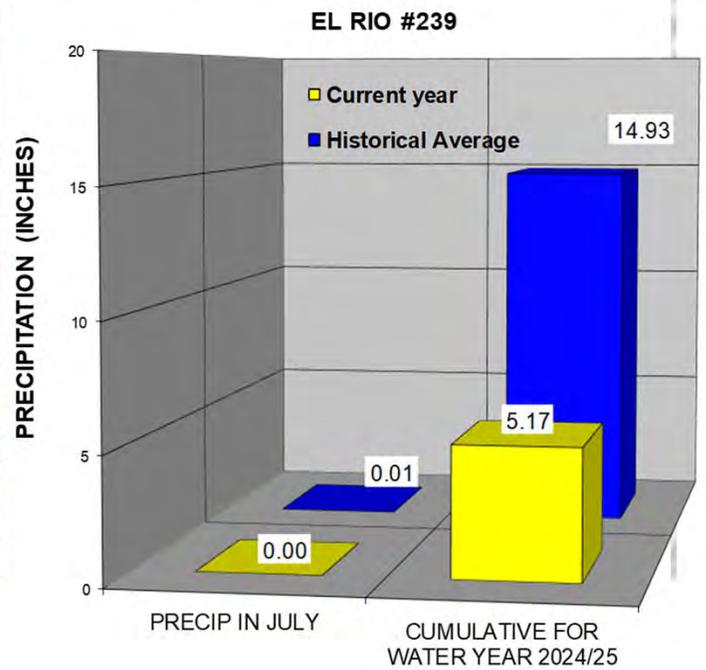
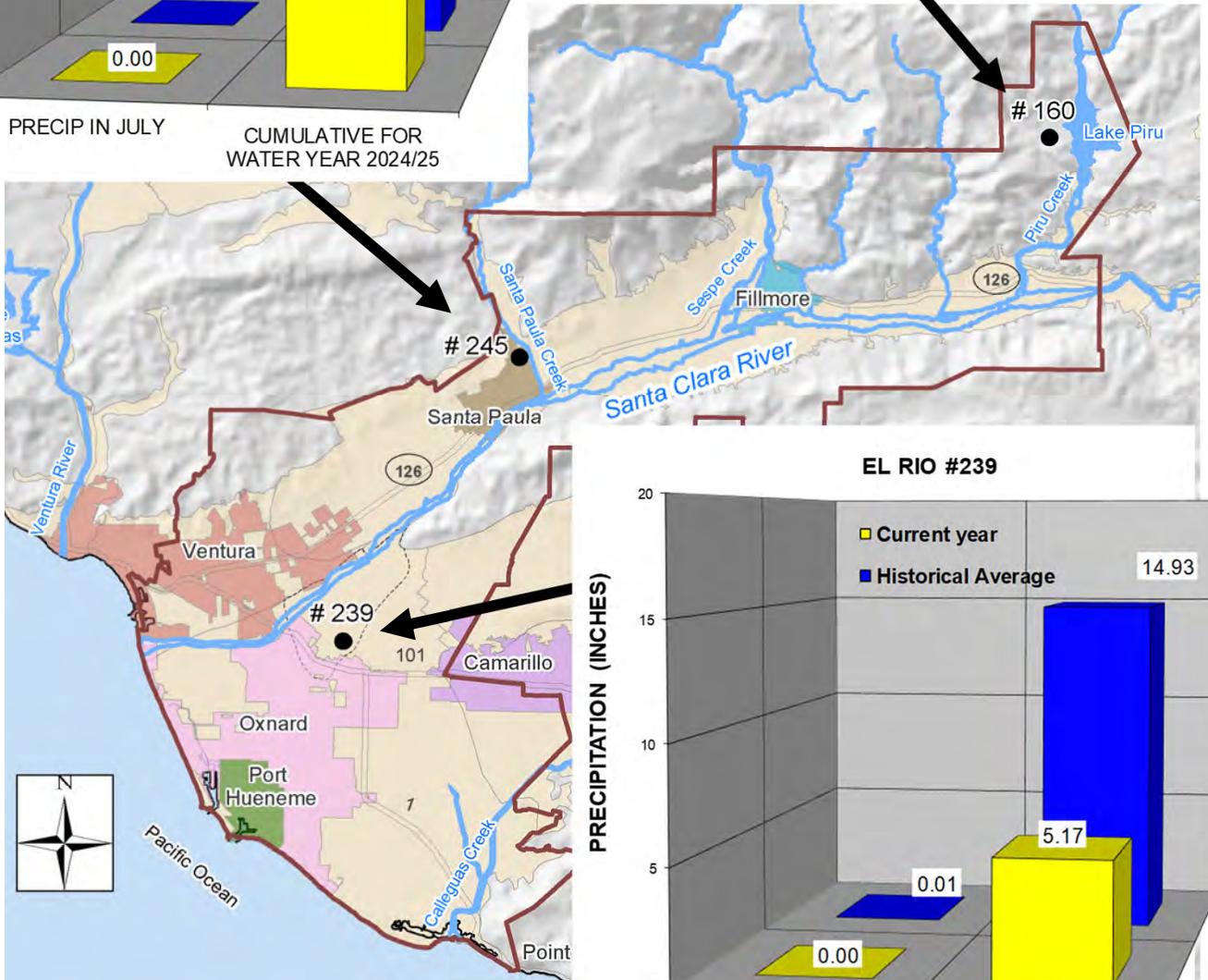
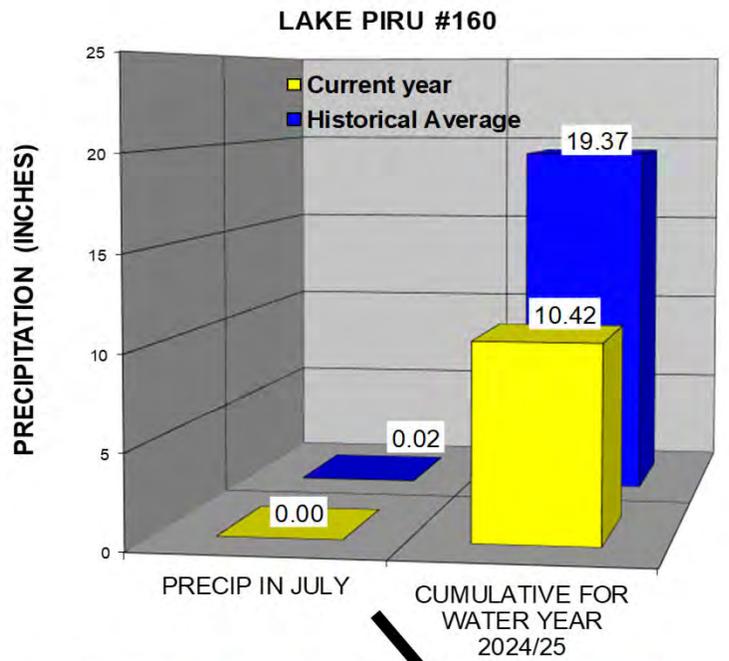
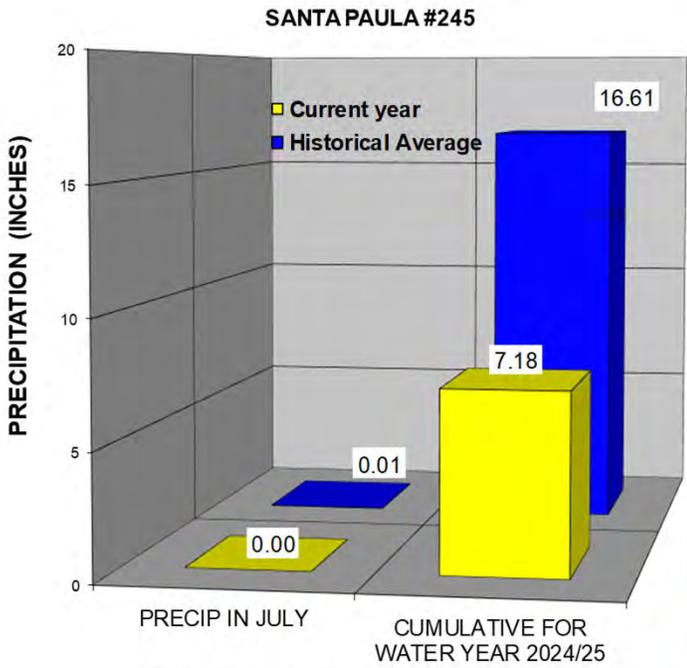
July 2025 Hydrologic Conditions Report 2024/25 Water Year

August 25, 2025



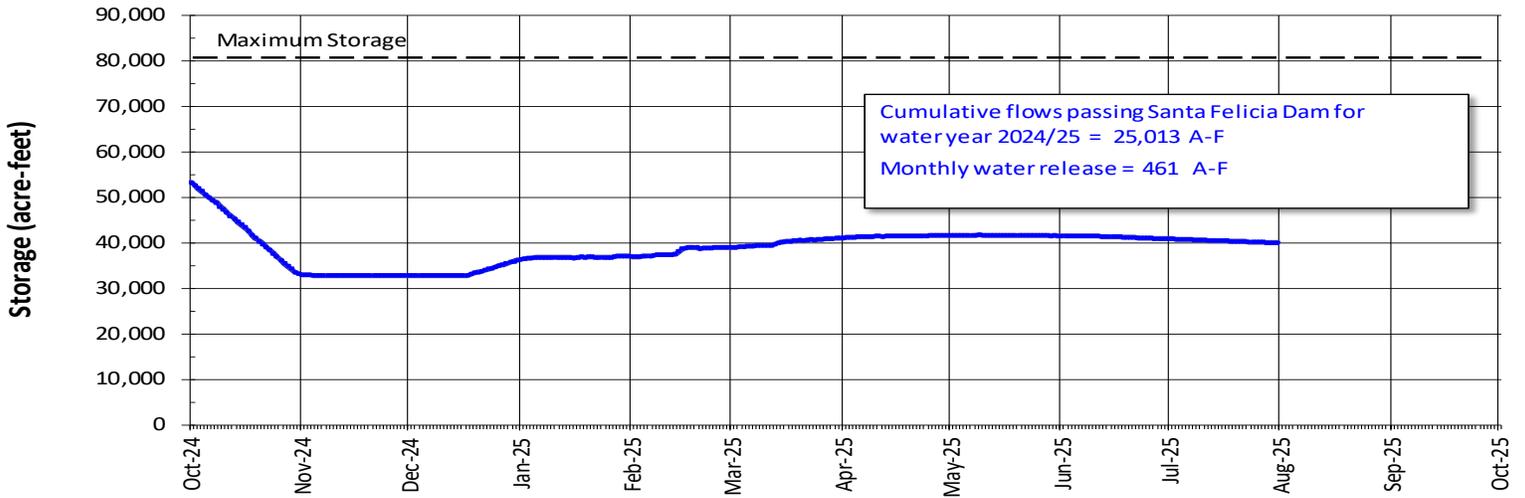
Note: This report may contain provisional data until final review at the end of the water year.

Precipitation



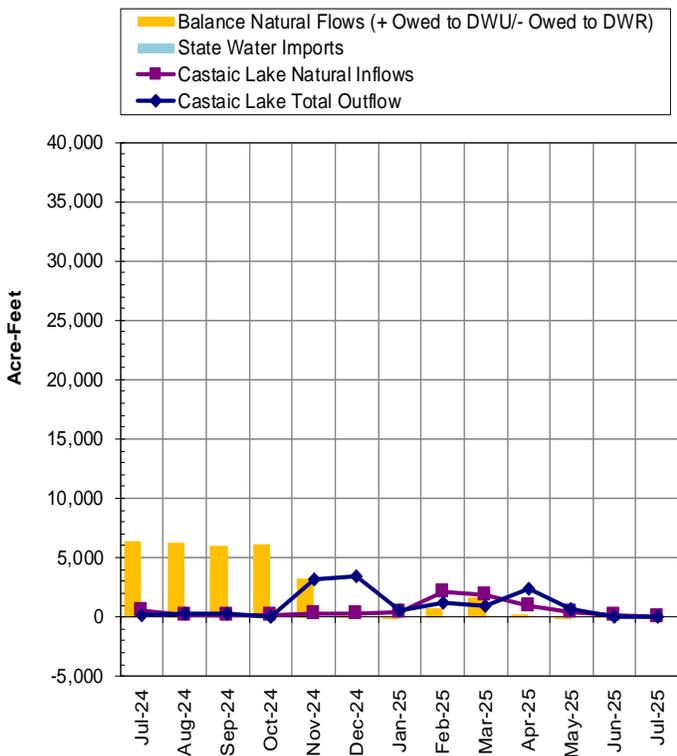
District-wide percent of normal precipitation = 45%

Lake Piru Storage and Outflow

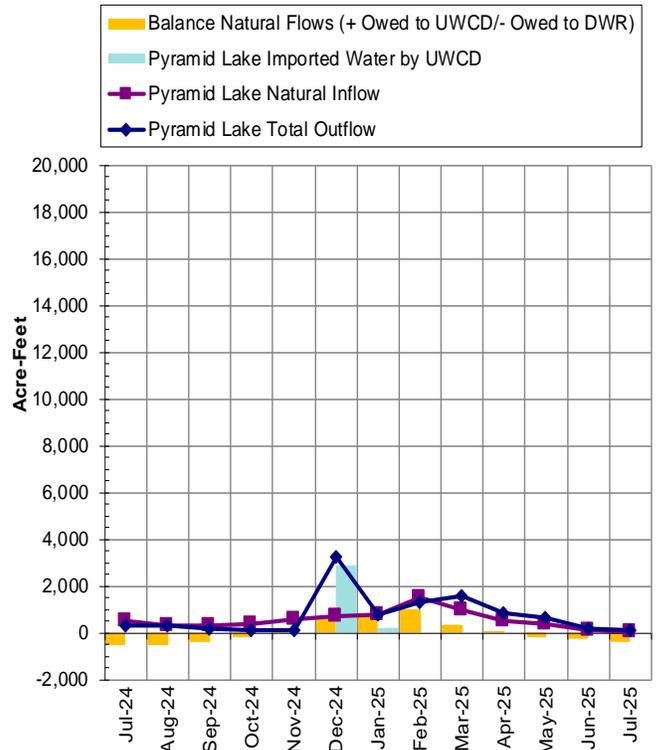


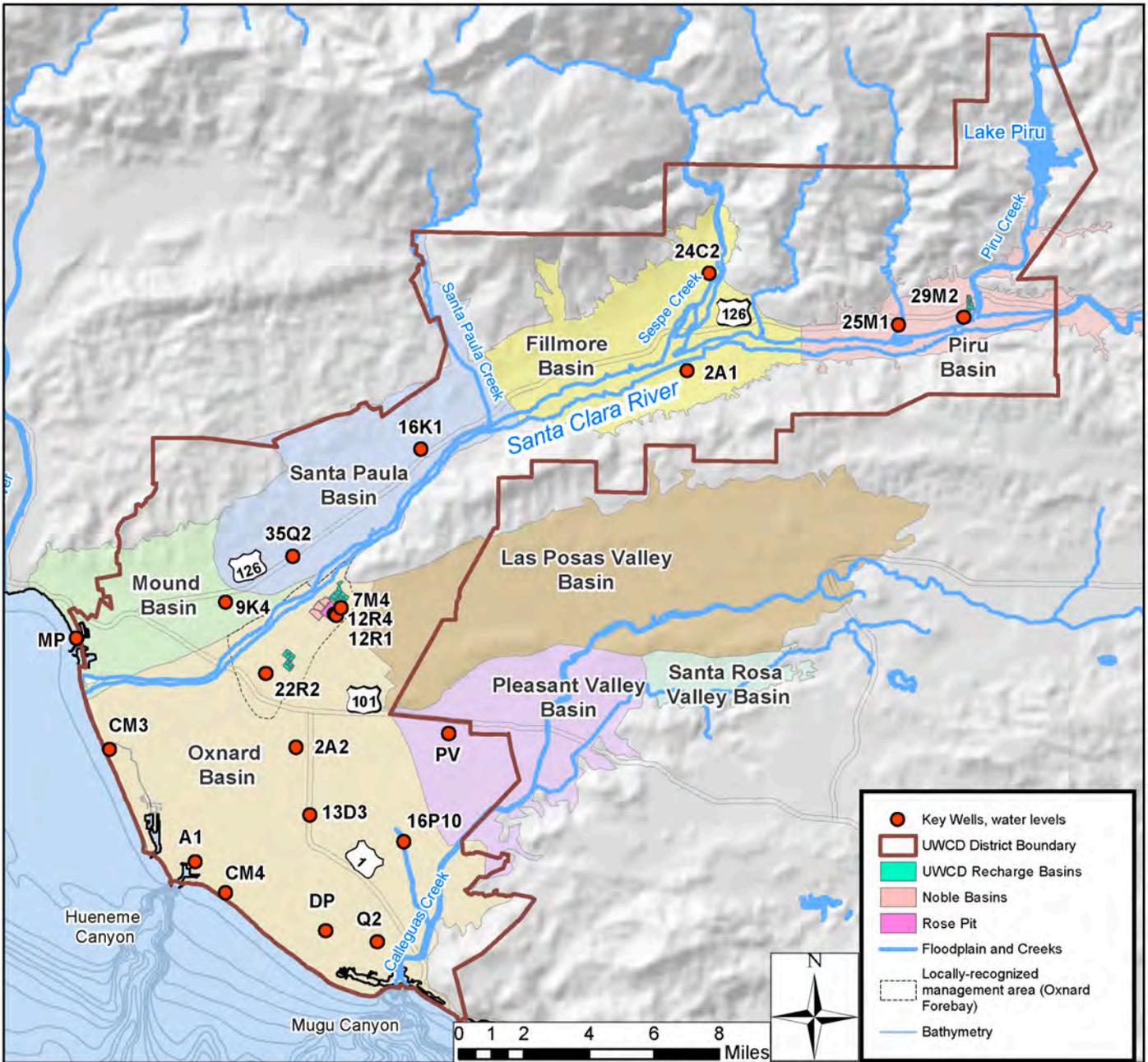
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Hydro Plant Outflow (Acre-Feet)	0	0	0	0	0	0	0	0	0	0	0	
Cumulative Hydro Plant Outflow (A-F)	0	0	0	0	0	0	0	0	0	0		

Castaic Lake releases to downstream water users (DWU)



Pyramid Lake releases to UWCD

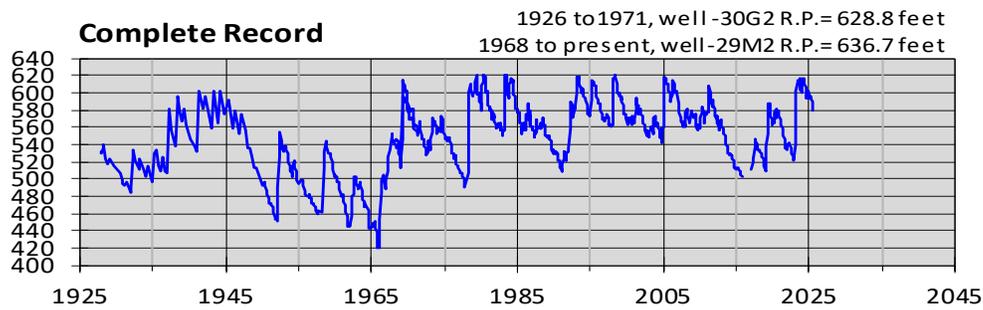
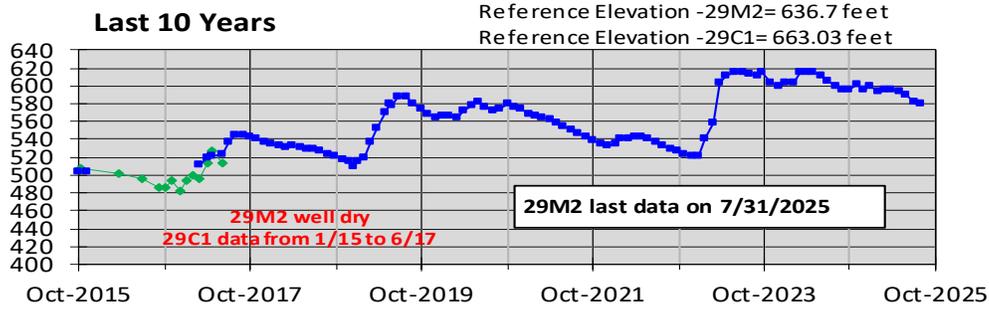




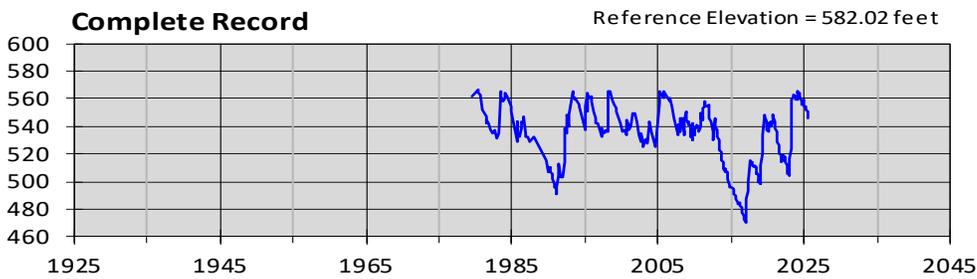
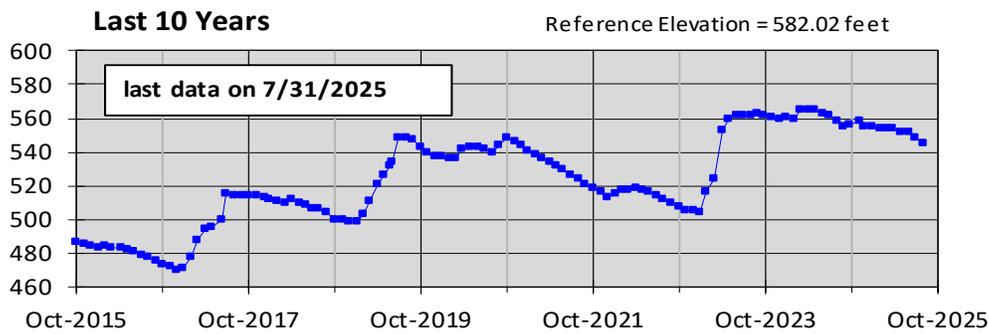
Locations of Key Wells, Monthly Groundwater Elevation Monitoring

Groundwater Elevation Records – Piru Basin

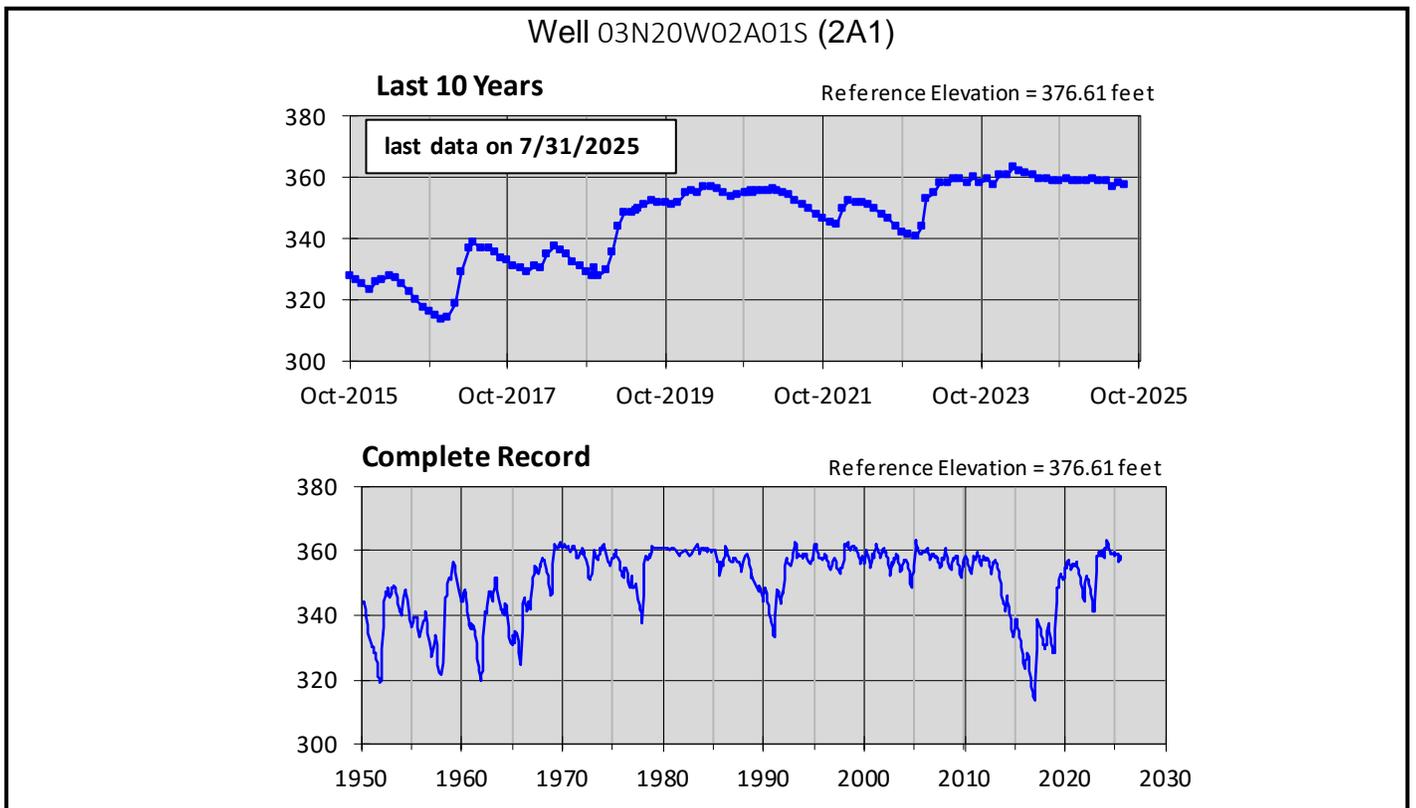
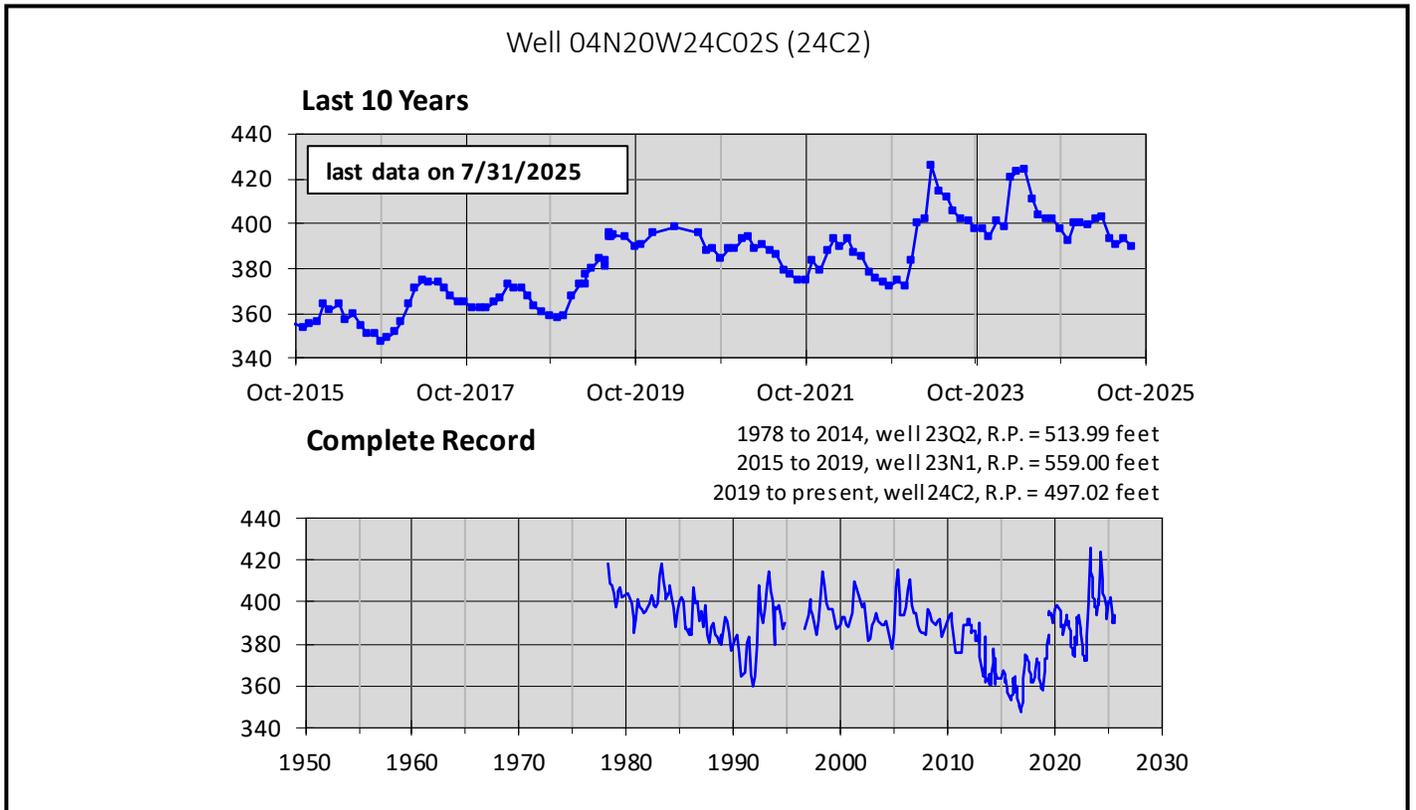
Well 04N18W29M02S (29M2)



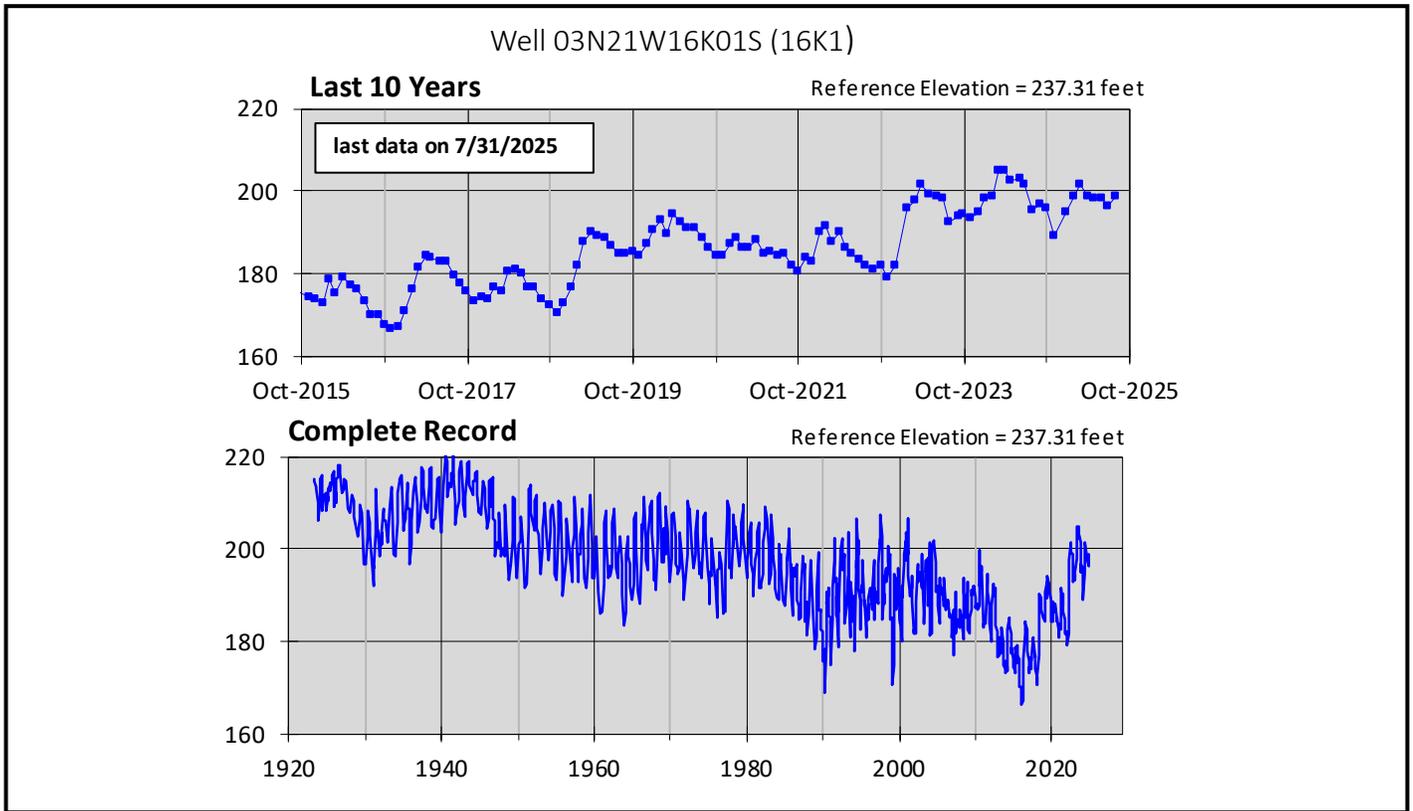
Well 04N19W25M01S (25M1)



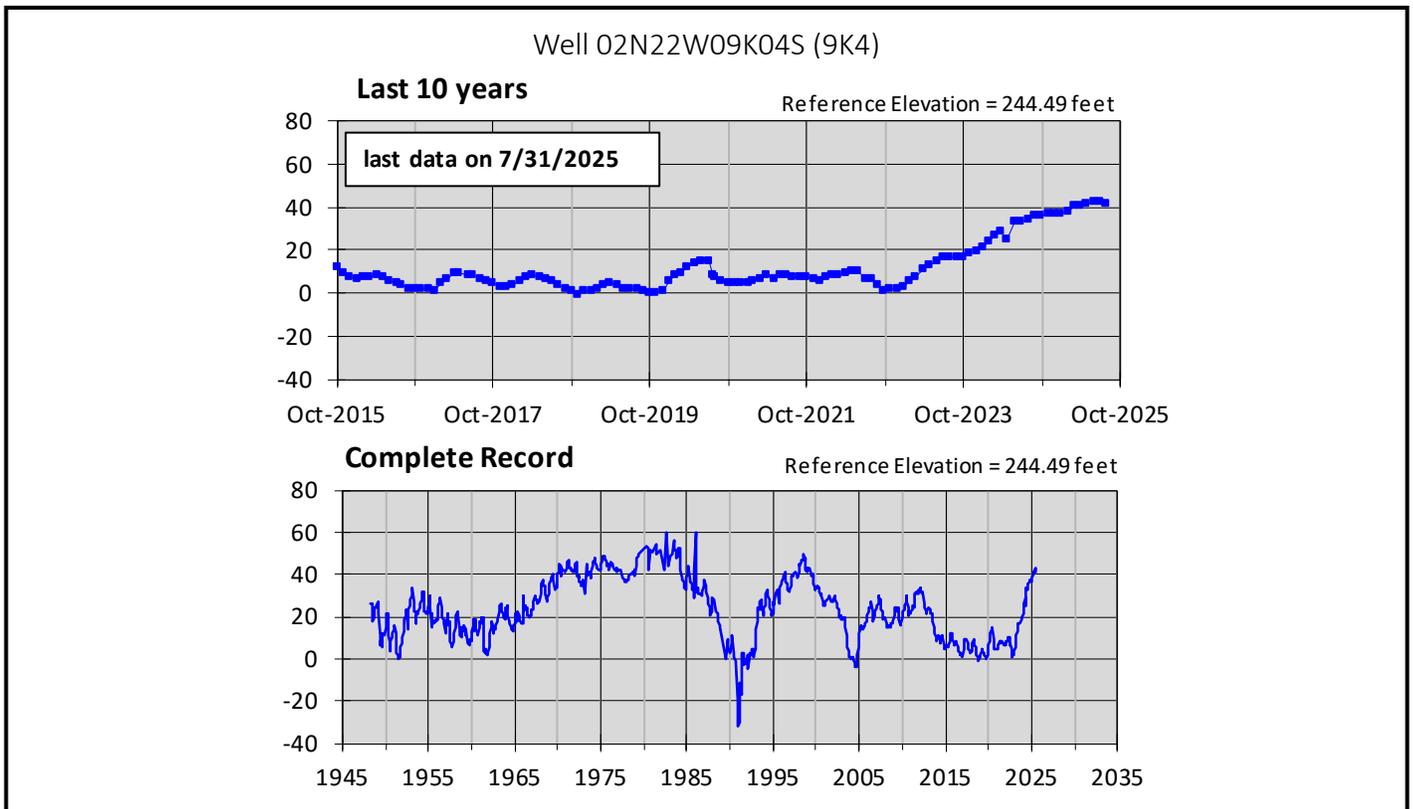
Groundwater Elevation Records – Fillmore Basin



Groundwater Elevation Records – Santa Paula Basin



Groundwater Elevation Records – Mound Basin

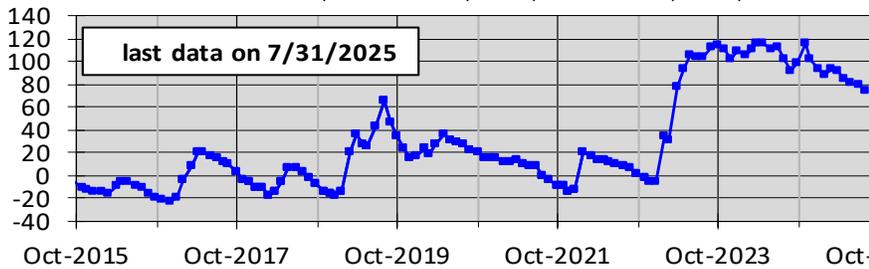


Groundwater Elevation Records – Oxnard Basin, Forebay

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

Last 10 Years

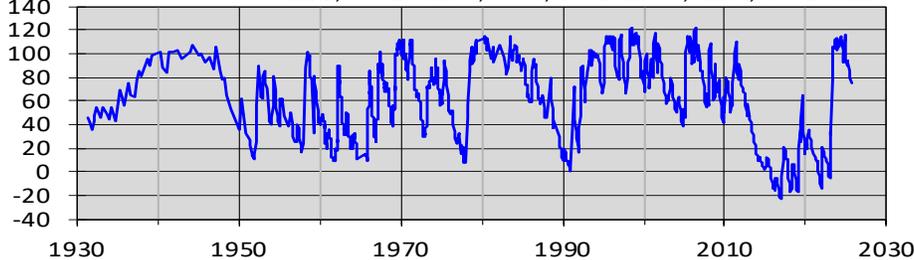
-12R1; RP = 134.19 ft; -7M4; RP = 142.84 ft; -12R4; RP = 137.11 ft



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

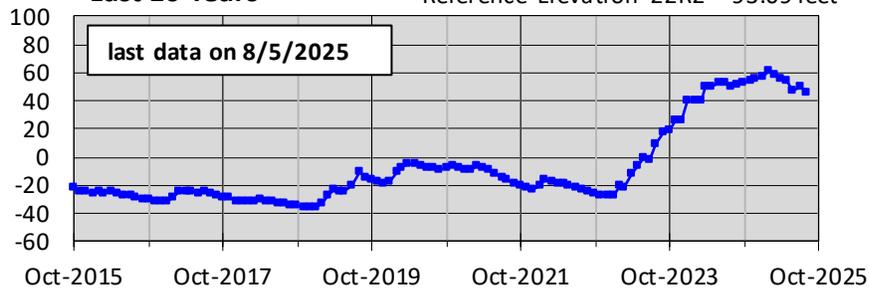


Note: Well 12R1 was destroyed in 2014 and replaced with well 12R4. When well 12R4 goes dry at approximately 9 ft msl, well 7M4 is used to measure groundwater level.

Well 02N22W22R02S (22R2)

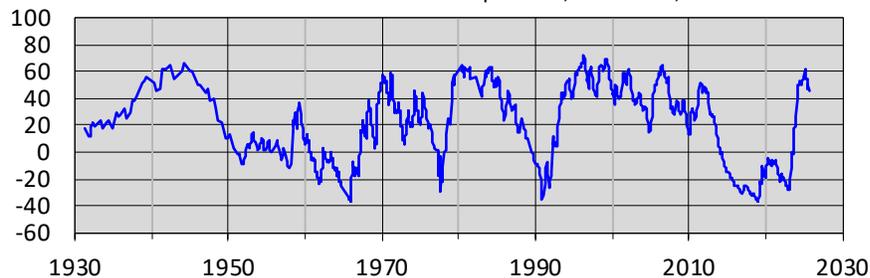
Last 10 Years

Reference Elevation -22R2 = 93.09 feet

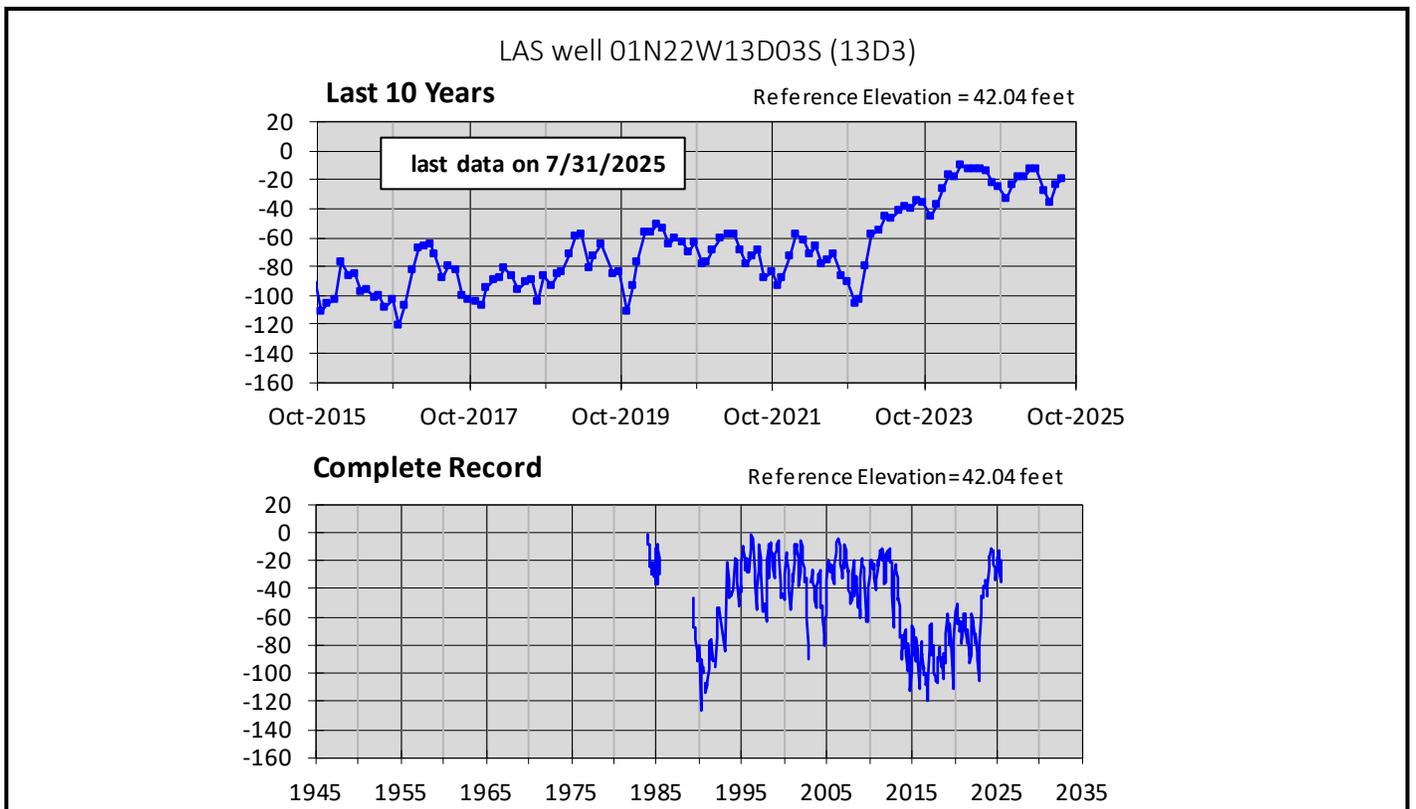
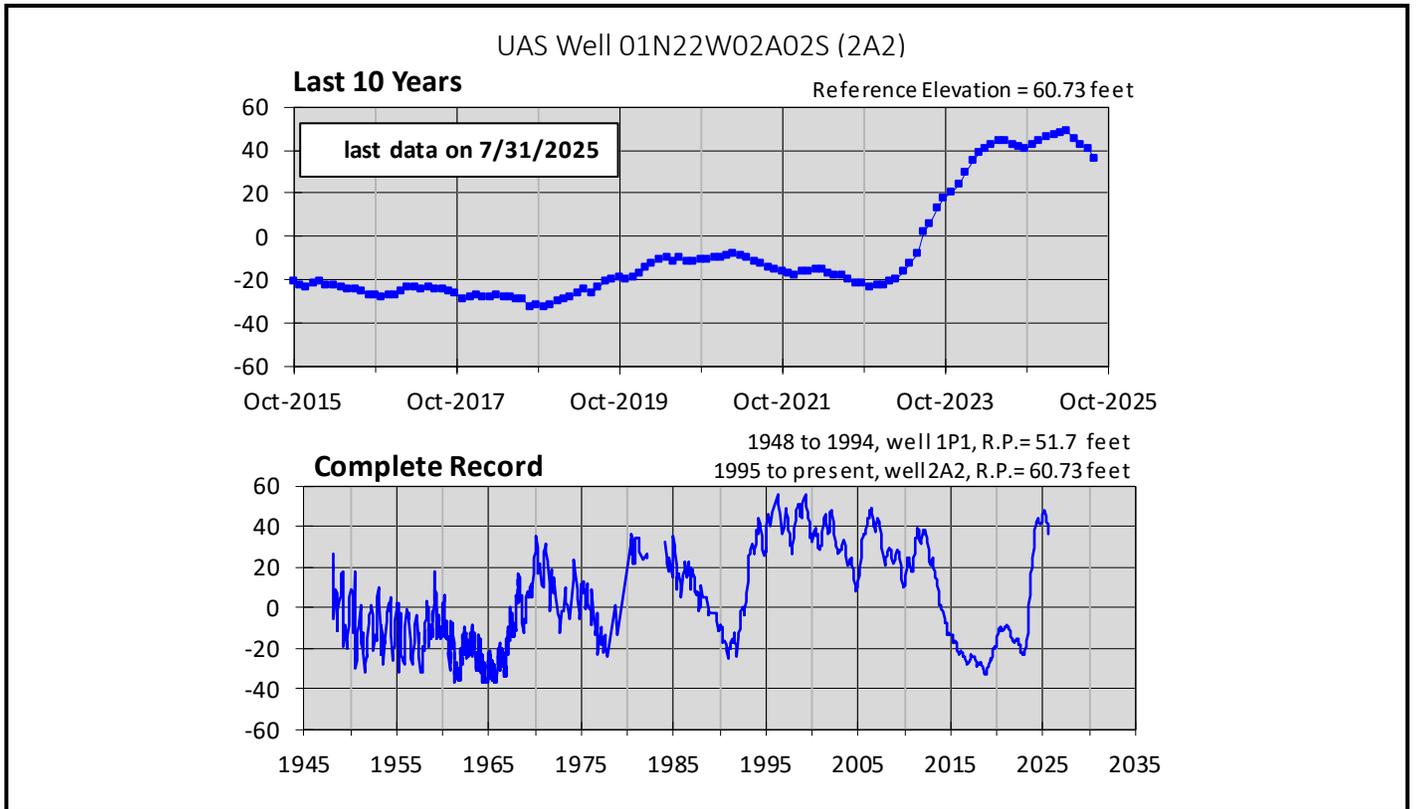


Complete Record

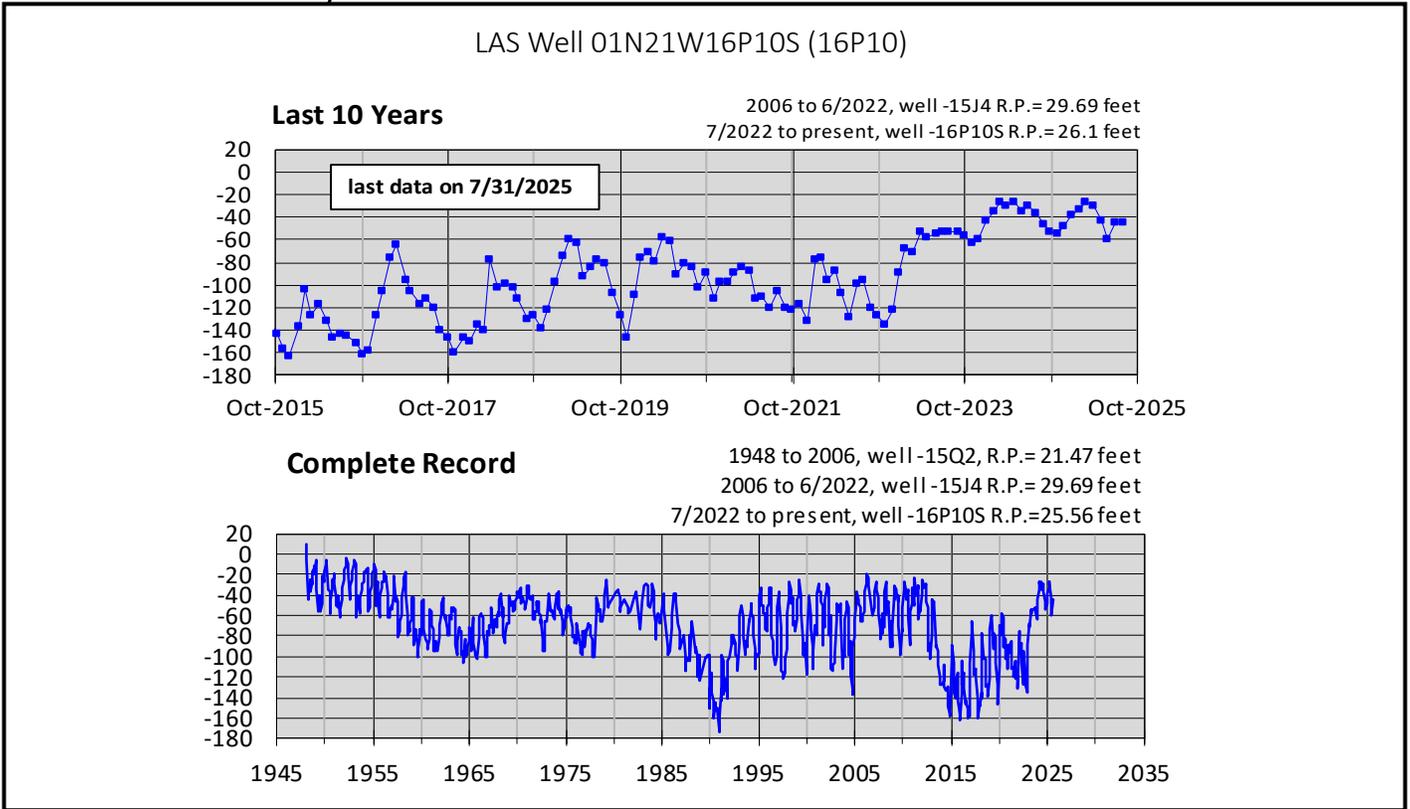
1931 to 2004, well -22R1, RP = 93.6 feet
2004 to present, well -22R2, RP = 93.09 feet



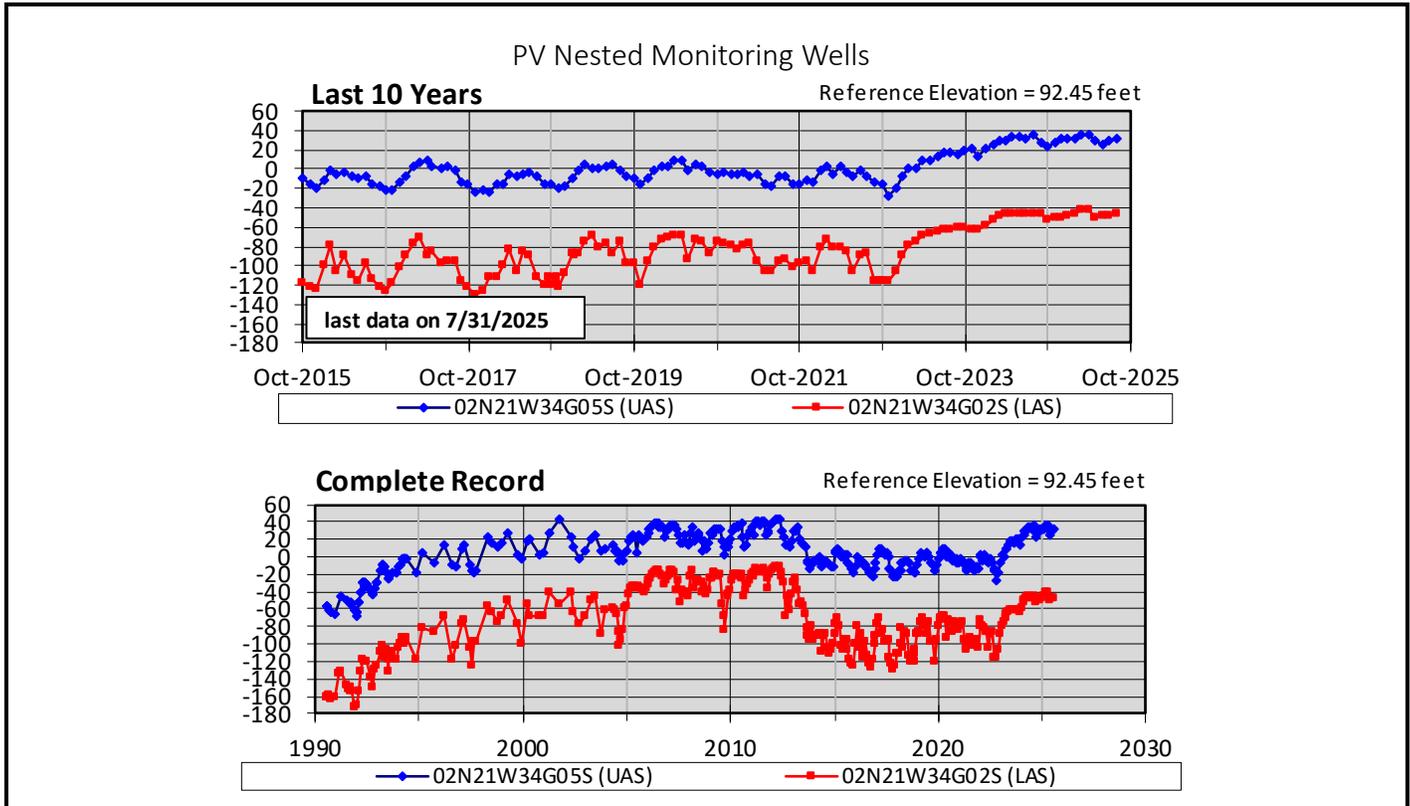
Groundwater Elevation Records – Oxnard Basin



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

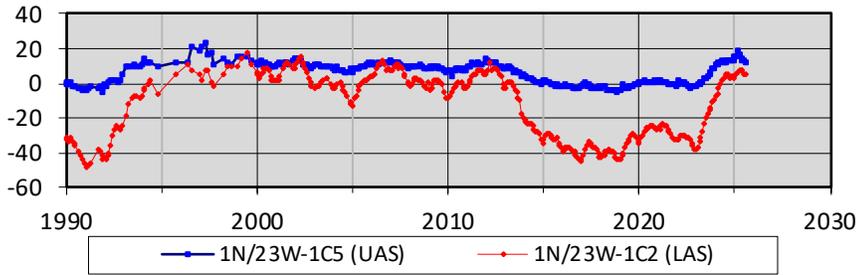


Groundwater Elevation Records – Pleasant Valley Basin

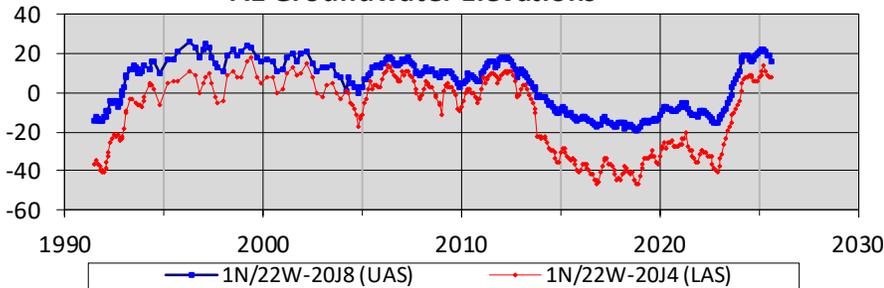


Groundwater Elevation Records – Coastal Nested Monitoring Wells

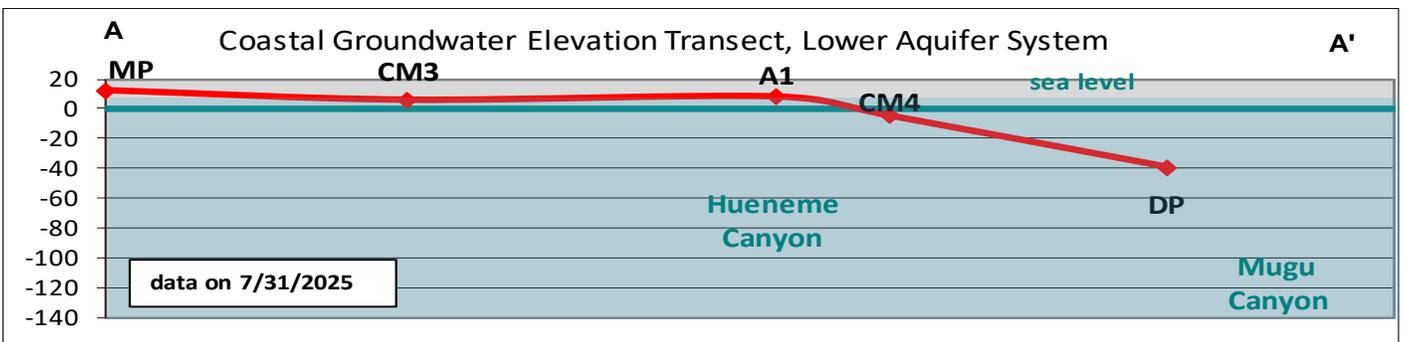
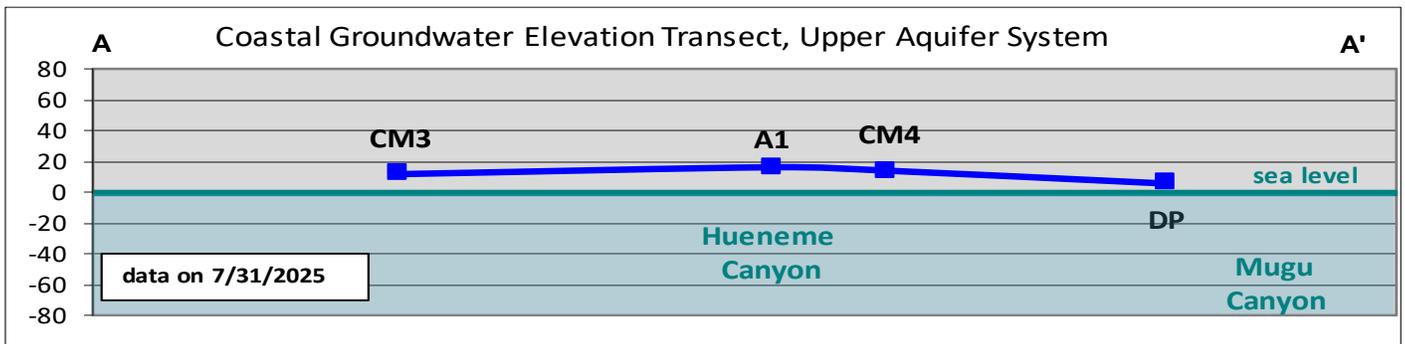
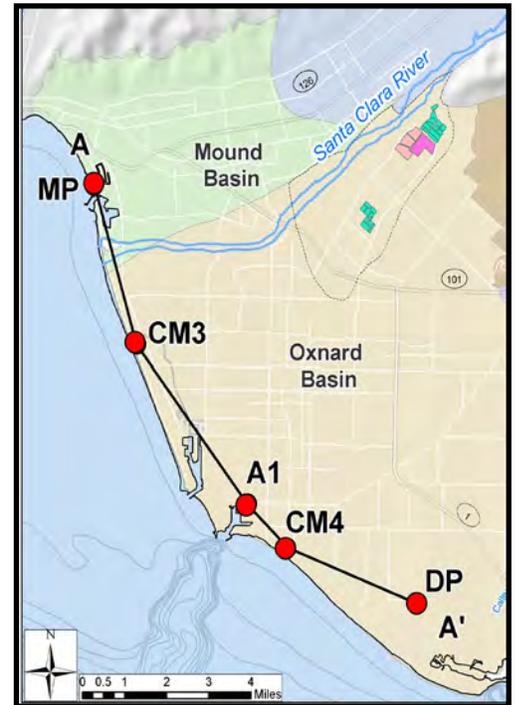
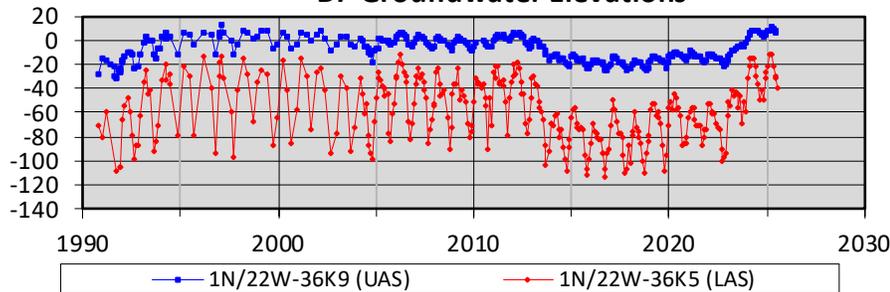
CM3 Groundwater Elevations



A1 Groundwater Elevations



DP Groundwater Elevations



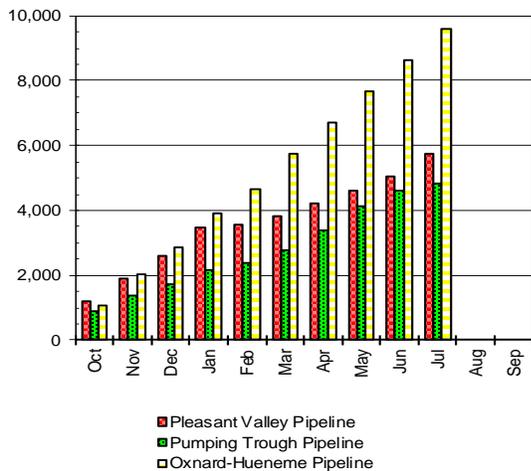
Monthly Water Deliveries, acre-feet (Water Year 2024/25)

	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	134.1	0.0	106.5	381.6	498.8		
PV Pipeline (Saticoy well field)	0.0	0.0	0.0	0.0	0.0	134.4	376.7	307.6	51.3	189.3		
Total to Pleasant Valley Pipeline	1,177.5	734.3	679.6	876.1	85.9	268.5	376.7	414.1	432.9	688.1		
PTP (surface water)	772.4	414.7	335.7	404.6	198.1	165.9	48.3	73.4	378.7	78.1		
PTP (PTP 1-5)	115.2	65.2	12.7	19.8	30.6	93.7	422.5	453.3	63.3	110.1		
PTP (OH-12/13)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		
PTP (Saticoy well field)	0.0	0.0	0.0	0.0	0.0	134.1	162.6	212.0	14.4	55.3		
Total PTP	887.6	479.9	348.4	424.4	228.7	393.7	633.4	738.8	456.5	243.5		
C-customers (surface water)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	9.7	25.1	15.6		
Saticoy Well Field (groundwater)	0.0	0.0	0.0	0.0	0.0	268.5	539.3	519.6	65.7	244.6		
O-H Pipeline (groundwater)	1,051.5	976.6	853.0	1,033.7	748.2	1,072.4	975.9	958.5	965.3	973.5		
Total Surface Water Delivery (PTP, PV, c-cust)	1,949.9	1,149.0	1,015.3	1,280.7	284.0	300.0	48.3	189.6	785.4	592.5		
Total Groundwater Delivery (PTP, OH, Sat)	1,166.7	1,041.8	865.7	1,053.5	778.8	1,434.6	1,937.7	1,931.4	1,094.3	1,328.2		
Total Delivery (surface water, groundwater)	3,116.6	2,190.8	1,881.0	2,334.2	1,062.8	1,734.6	1,986.0	2,121.1	1,879.7	1,920.7		

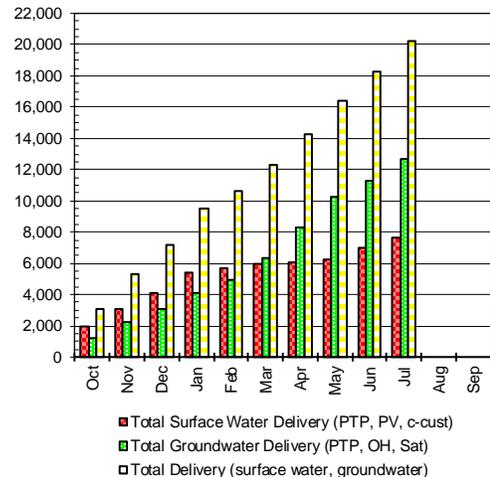
Cumulative Water Deliveries, acre-feet (Water Year 2024/25)

	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	3,687.5	3,687.5	3,794.0	4,175.6	4,674.4		
PV Pipeline (saticoy well field)	0.0	0.0	0.0	0.0	0.0	134.4	511.1	818.7	870.0	1,059.3		
Total to Pleasant Valley Pipeline	1,177.5	1,911.8	2,591.4	3,467.5	3,553.4	3,821.9	4,198.6	4,612.7	5,045.6	5,733.7		
PTP (surface water)	772.4	1,187.1	1,522.8	1,927.4	2,125.5	2,291.4	2,339.7	2,413.2	2,791.9	2,870.0		
PTP (PTP 1-5)	115.2	180.4	193.1	212.9	243.5	337.2	759.7	1,213.0	1,276.3	1,386.4		
PTP (OH-12/13)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		
PTP (Saticoy well field)	0.0	0.0	0.0	0.0	0.0	134.1	296.7	508.7	523.1	578.4		
Total PTP	887.6	1,367.5	1,715.9	2,140.3	2,369.0	2,762.7	3,396.1	4,134.9	4,591.3	4,834.8		
C-customers (surface water)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	9.7	34.8	50.4		
Saticoy Well Field (groundwater)	0.0	0.0	0.0	0.0	0.0	268.5	807.8	1,327.4				
O-H Pipeline (groundwater)	1,051.5	2,028.1	2,881.1	3,914.8	4,663.0	5,735.4	6,711.3	7,669.8	8,635.1	9,608.6		
Total Surface Water Delivery (PTP, PV, c-cust)	1,949.9	3,098.9	4,114.2	5,394.9	5,678.9	5,978.9	6,027.2	6,216.9	7,002.3	7,594.8		
Total Groundwater Delivery (PTP, OH, Sat)	1,166.7	2,208.5	3,074.2	4,127.7	4,906.5	6,341.1	8,278.8	10,210.2	11,304.5	12,632.6		
Total Delivery (surface water, groundwater)	3,116.6	5,307.4	7,188.4	9,522.6	10,585.4	12,320.0	14,306.0	16,427.1	18,306.8	20,227.4		

Cumulative deliveries by system



Cumulative deliveries by source/type



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

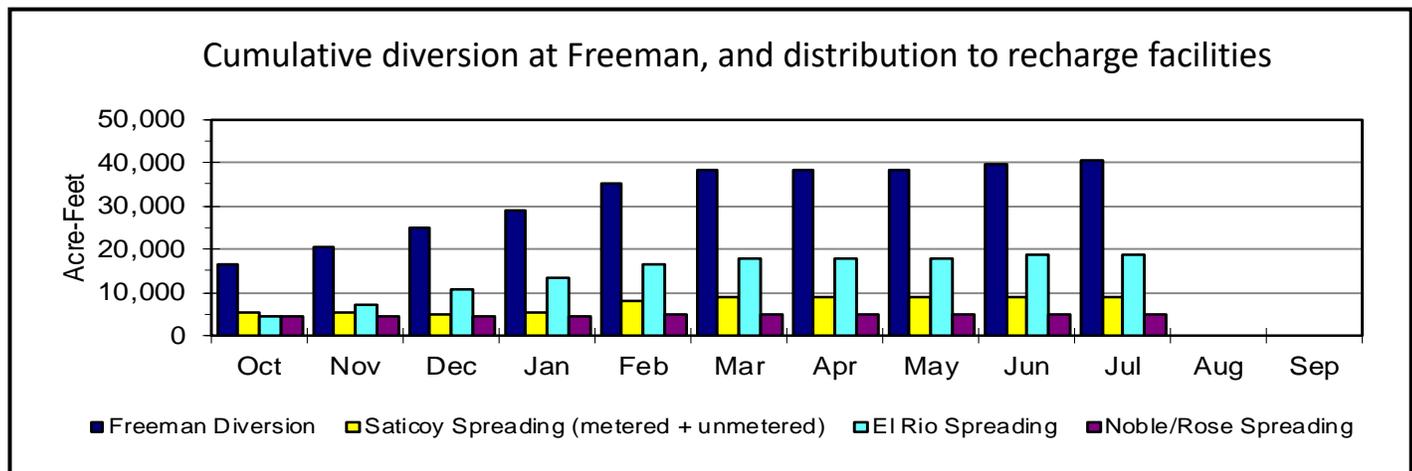
Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble/Rose Spreading	LBMWC Water Use
Oct	0	16,587	5,368	4,700	4,545	25
Nov	0	3,774	-111 *	2,636	70	31
Dec	0	4,438	-139 *	3,534	0	27
Jan	0	4,272	314	2,566	71	41
Feb	0	5,905	2,542	2,923	148	8
Mar	0	3,301	1,152	1,651	201	11
Apr	0	0	-48 **	0	0	1
May	0	27	-200 **	37	0	0
Jun	0	1,352	15	553	0	21
Jul	0	958	207	132	0	27
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.

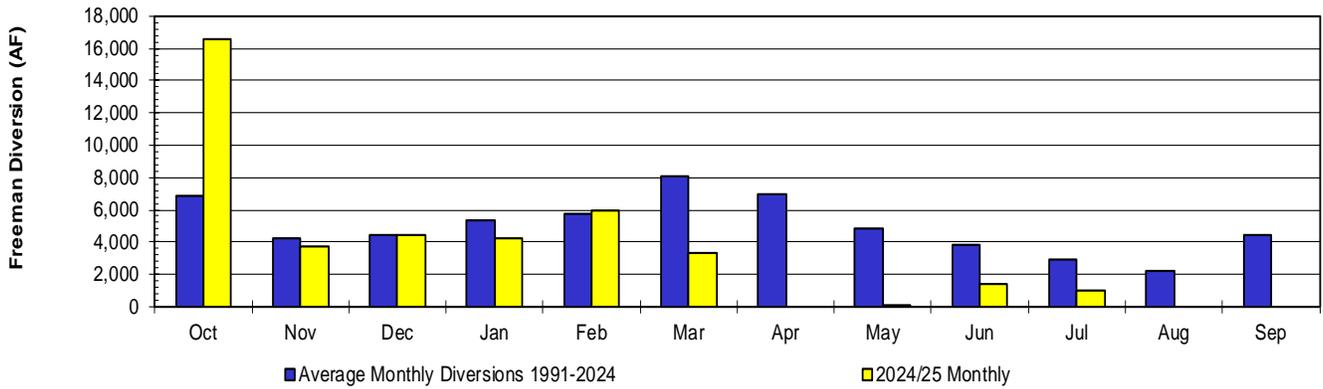
**Water delivered from desilting basin.

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

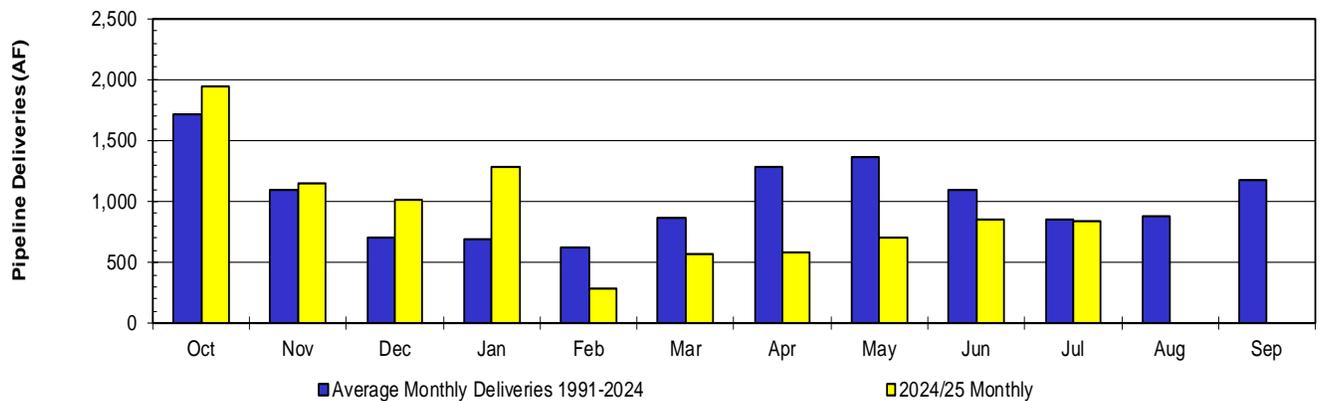
Month	Piru Spreading	Freeman Diversion	Saticoy Spreading (metered + unmetered)	El Rio Spreading	Noble/Rose Spreading	LBMWC Water Use
Oct	0	16,587	5,368	4,700	4,545	25
Nov	0	20,361	5,256	7,335	4,615	56
Dec	0	24,799	5,118	10,869	4,615	84
Jan	0	29,071	5,431	13,436	4,685	125
Feb	0	34,976	7,973	16,358	4,833	133
Mar	0	38,276	9,126	18,009	5,034	143
Apr	0	38,276	9,077	18,009	5,034	145
May	0	38,303	8,878	18,046	5,034	145
Jun	0	39,655	8,893	18,599	5,034	166
Jul	0	40,613	9,100	18,731	5,034	193
Aug	0					
Sep	0					



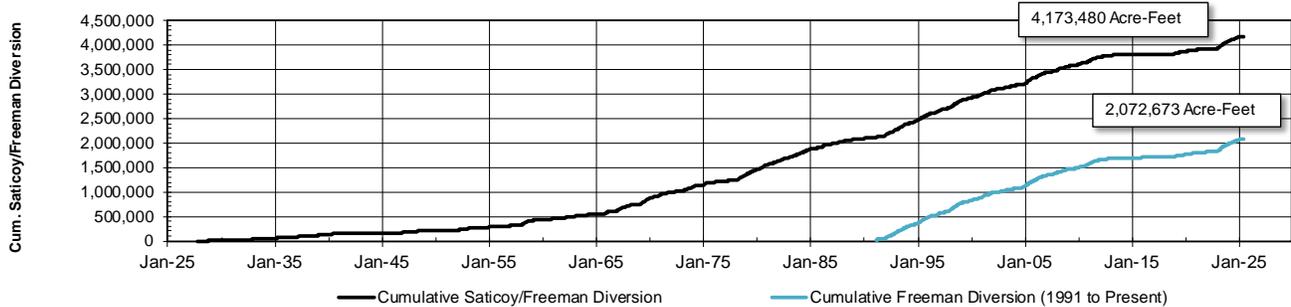
Monthly 2024/25 diversion at Freeman,
compared to average monthly diversions (1991-2024)



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

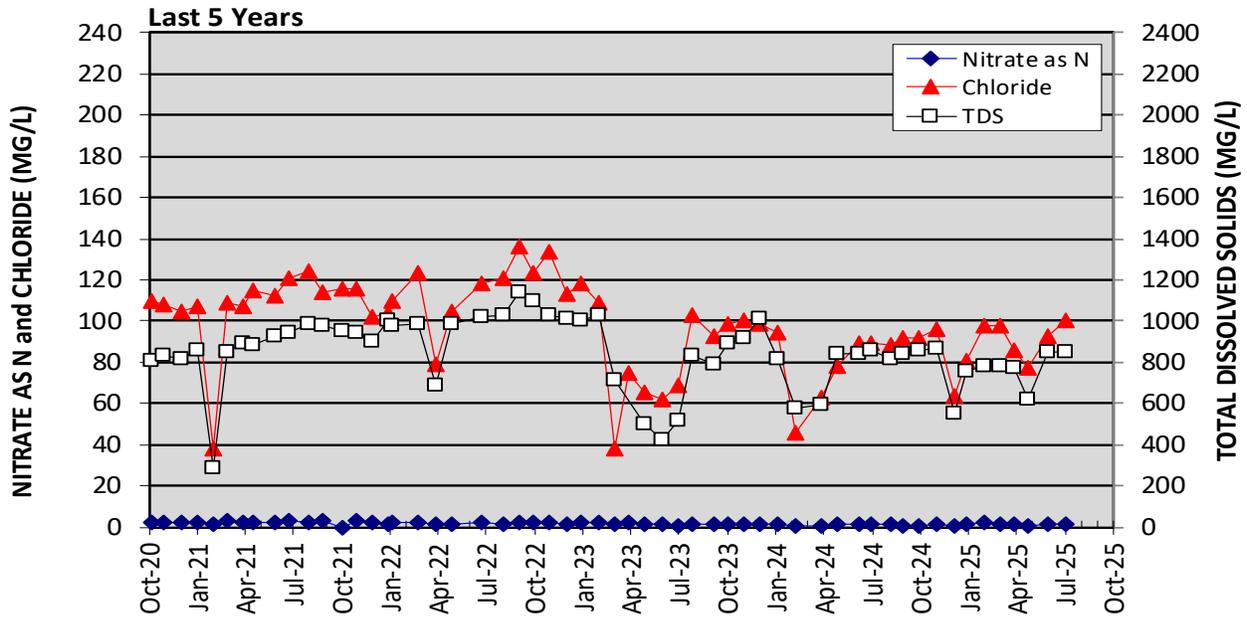


Cumulative diversion at Saticoy and Freeman Diversion, in acre-feet

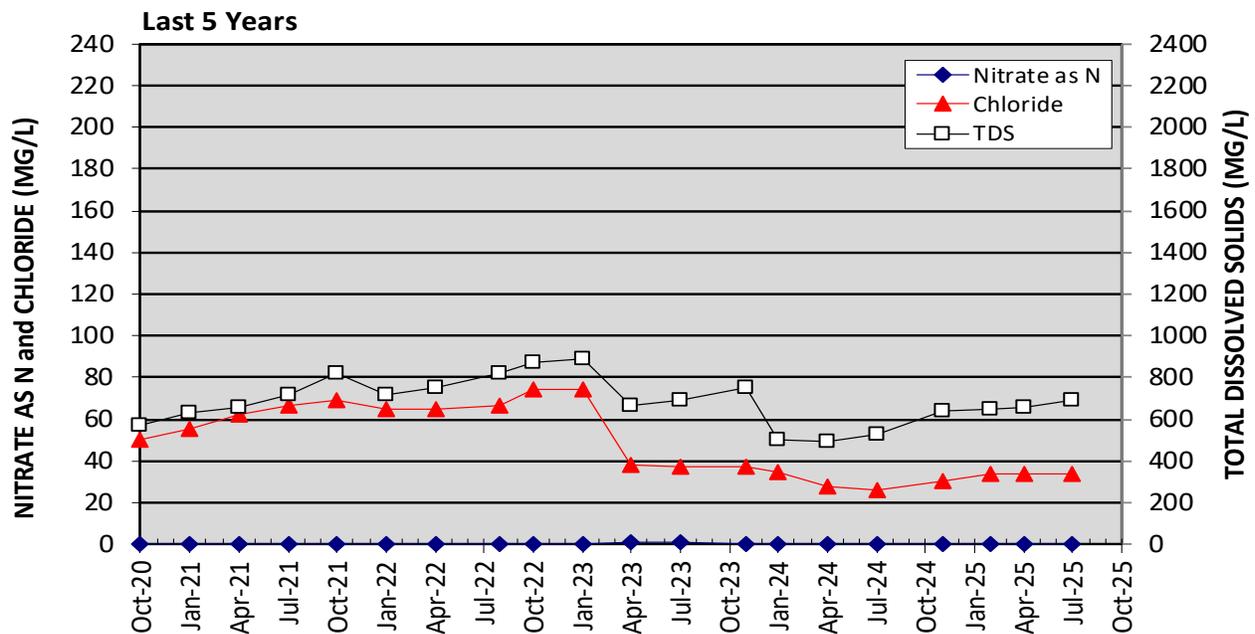


Water Quality

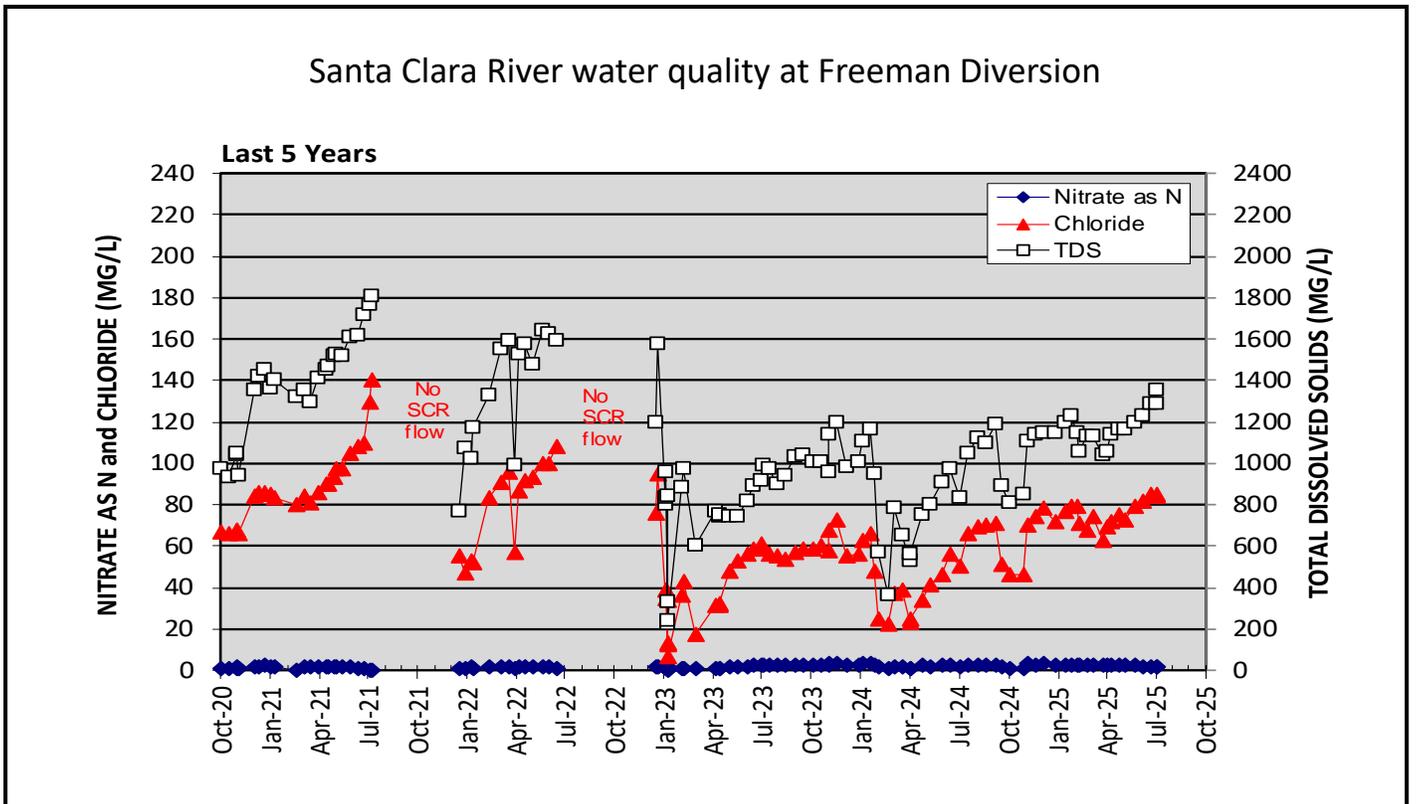
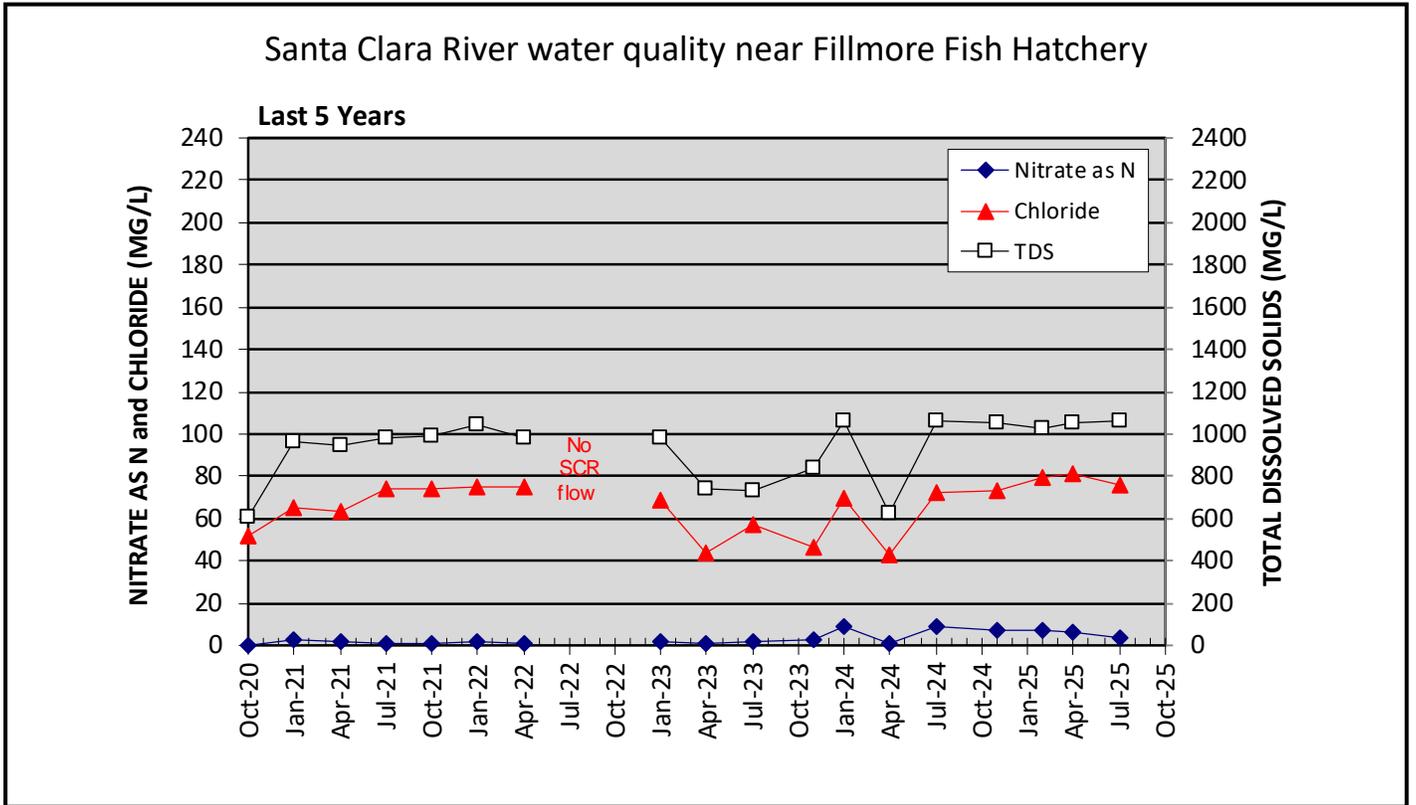
Santa Clara River water quality near Los Angeles/Ventura County line



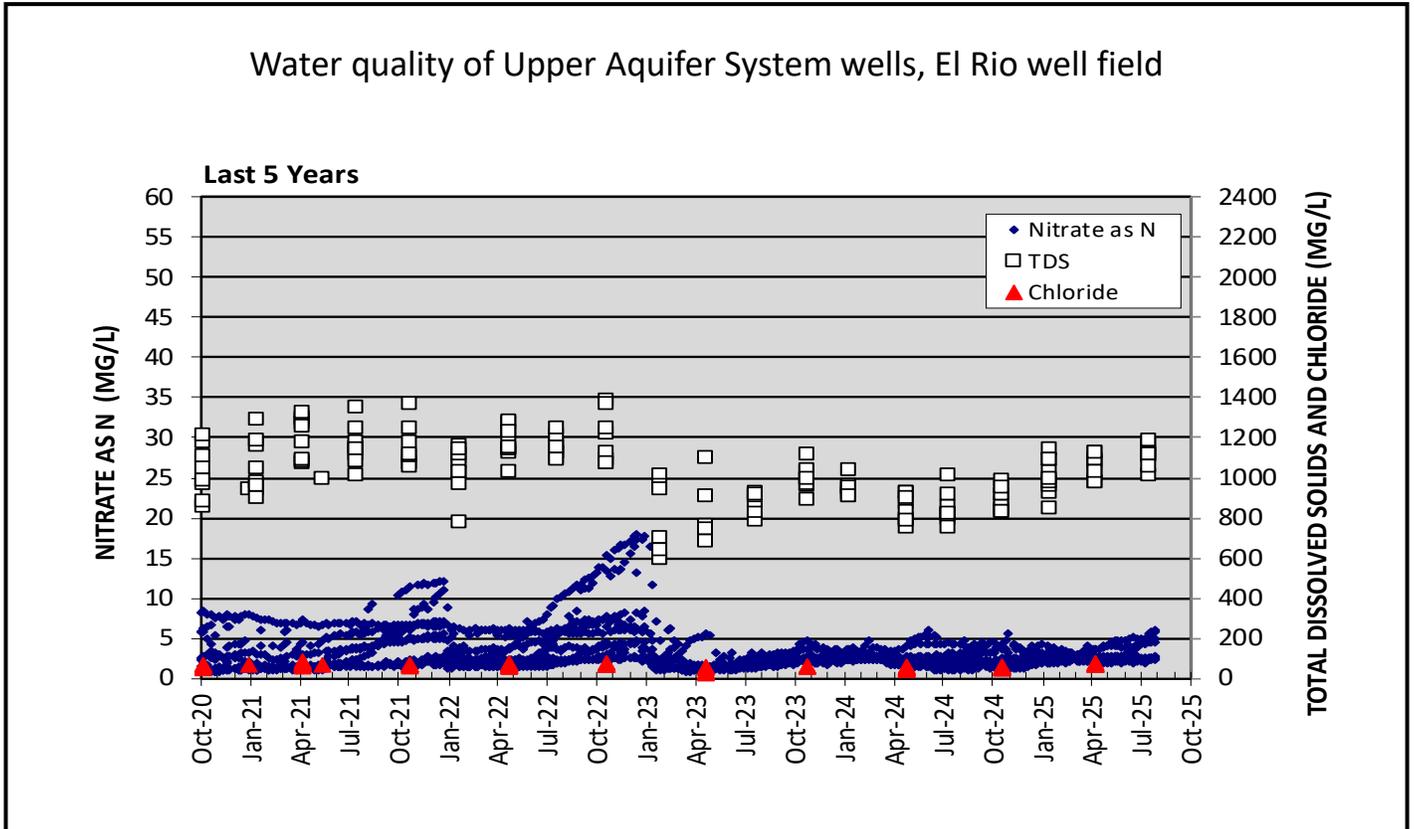
Piru Creek water quality below Santa Felicia Dam

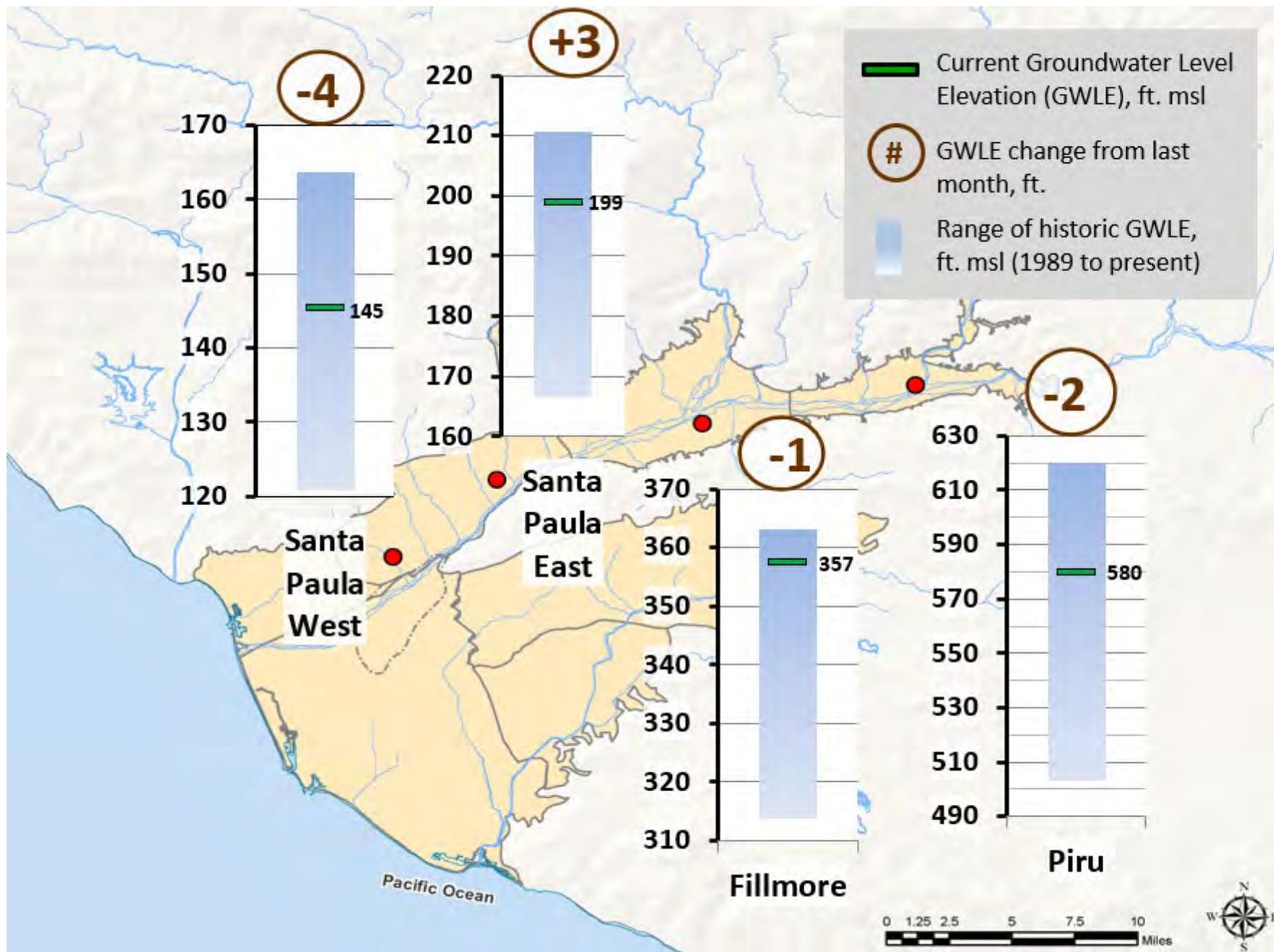


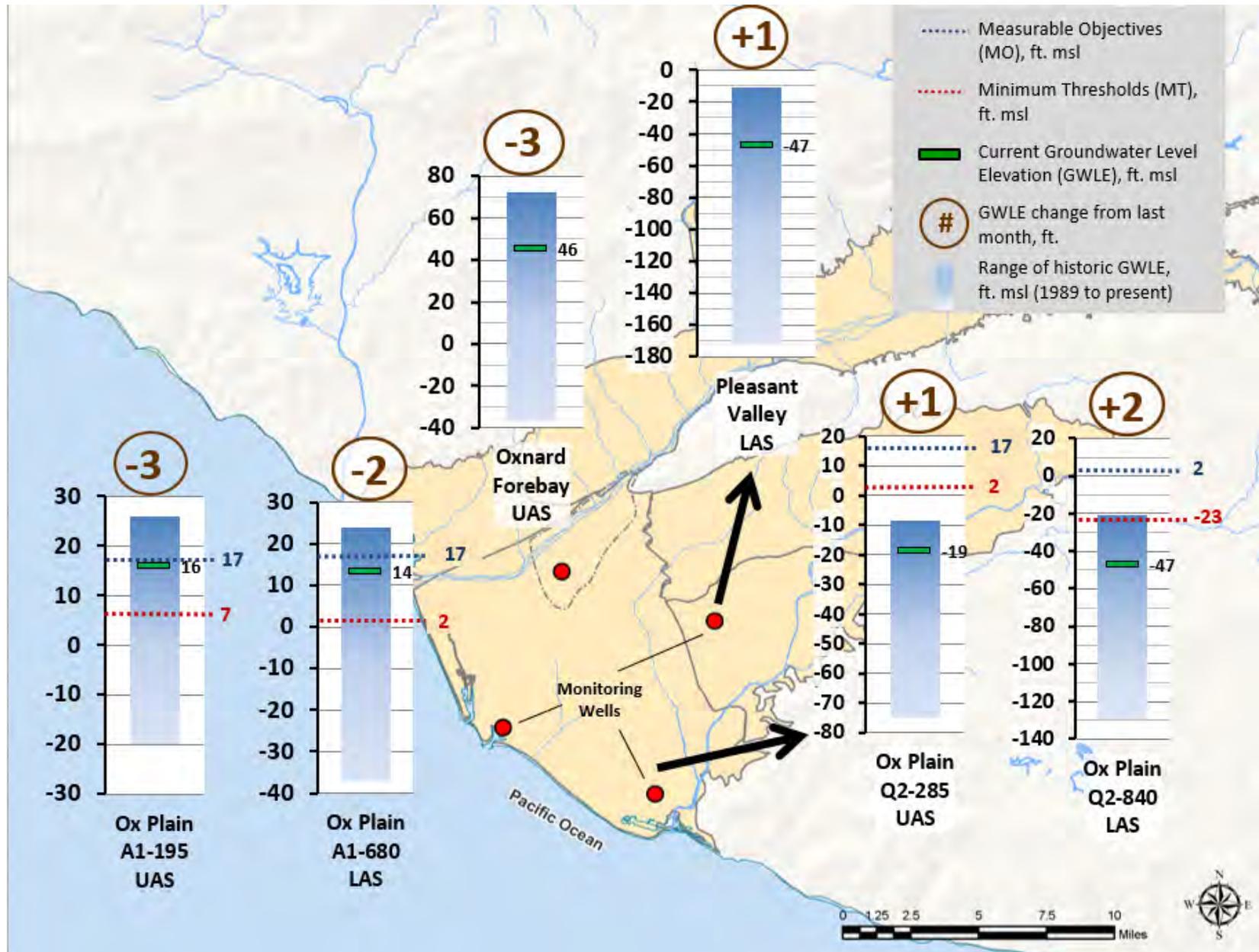
Water Quality



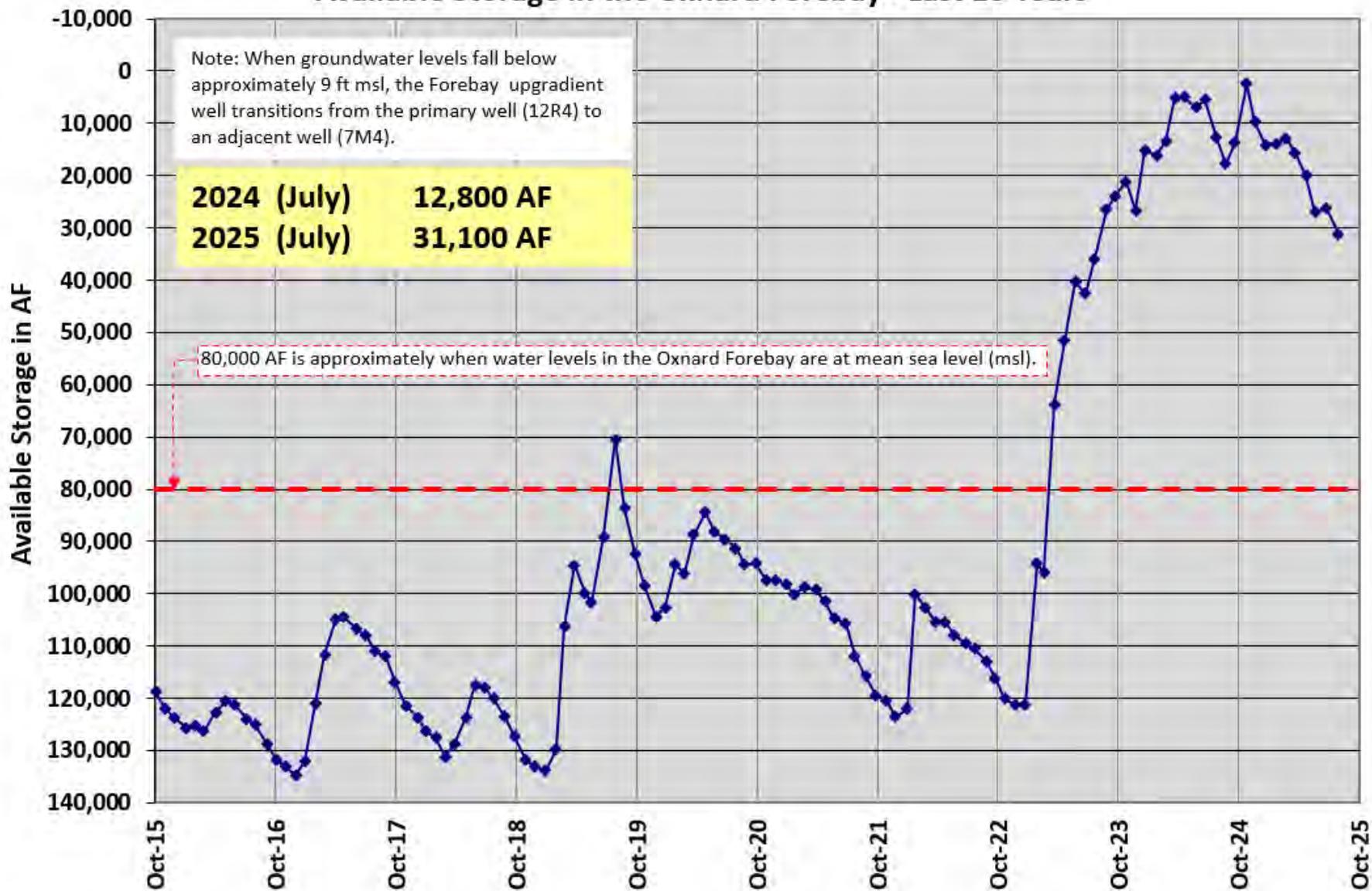
Water Quality

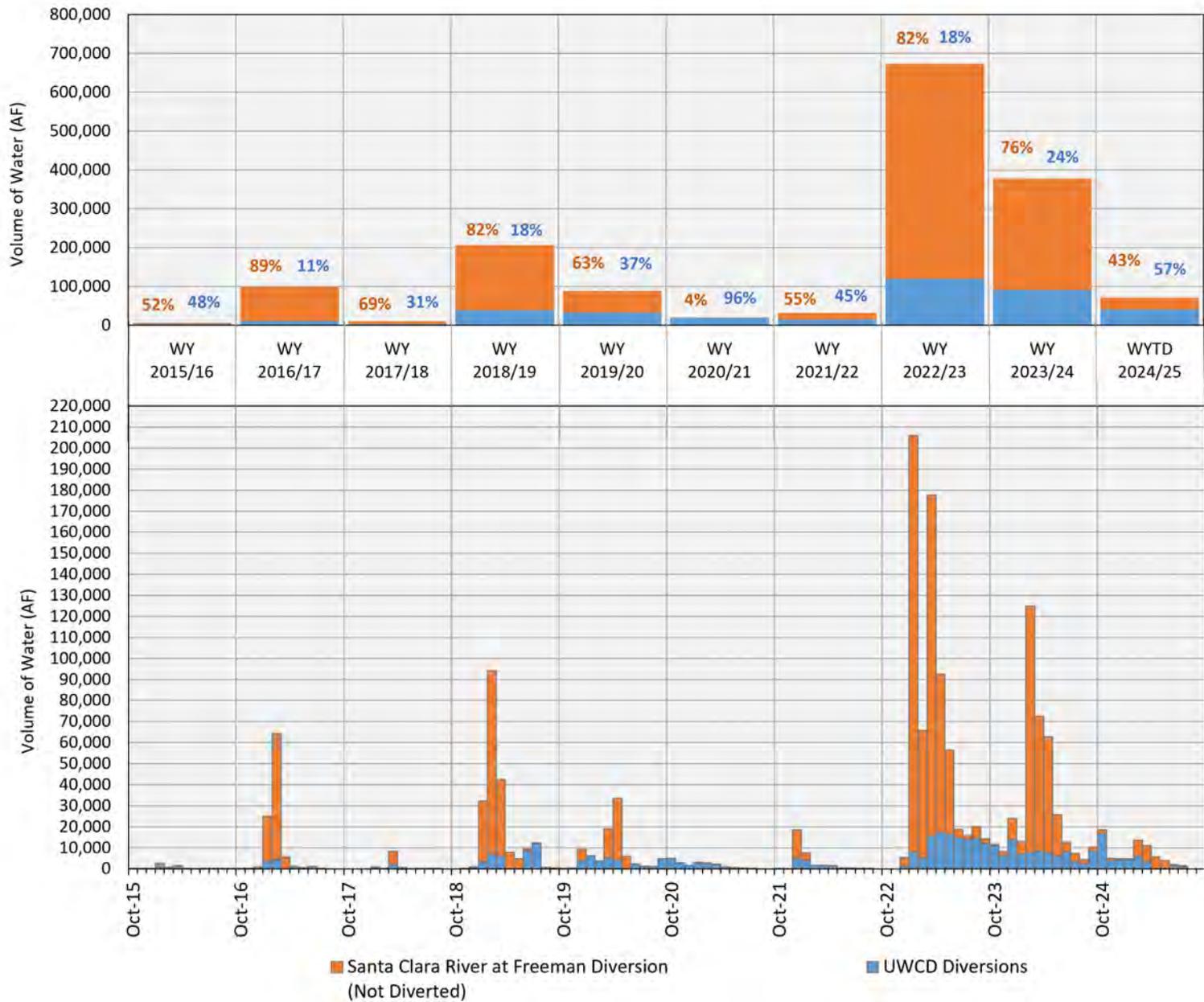






Available Storage in the Oxnard Forebay - Last 10 Years





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: August 18, 2025 (September 10, 2025, meeting)

Agenda Item: 3.3 Investment Monthly Reports for June and July 2025
Information Item

Staff Recommendation:

Review the most current investment report for the months ending June 30, 2025, and July 31, 2025.

Discussion:

None. Informational only.

Fiscal Impact:

As shown.

Attachments:

A - Combined Investment Monthly Report for June 2025
B - Combined Investment Monthly Report for July 2025

ATTACHMENT A

United Water Conservation District Monthly Investment Report June 30, 2025

Investment Recap	G/L Balance	Weighted Avg Days to Maturity	Diversification Percentage of Total
Citizens Business Bank	6,461,957	1	12.35%
Petty Cash	5,400	1	0.01%
County Treasury	3,217	1	0.01%
LAIF Investments	45,834,248	1	87.62%
Total Cash, Cash Equivalents and Securities	52,304,822		100.00%
Investment Portfolio w/o Trustee Held Funds	52,304,822		
Trustee Held Funds	-		
Total Funds	52,304,822		

Local Agency Investment Fund (LAIF)	Beginning Balance	Deposits (Disbursements)	Ending Balance
	48,834,248	(3,000,000)	45,834,248
	Interest Earned YTD	Interest Received YTD	Qtrly Yield
	1,075,103	1,420,312	4.48%

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

DocuSigned by:

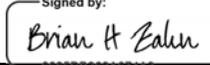
 On behalf of Mauricio Guardado
 70D59ECF0D8048E

8/25/2025
 Date Certified

DocuSigned by:

 Anthony Emmert, Assistant General Manager
 70D59ECF0D8048E

8/25/2025
 Date Certified

Signed by:

 Brian H. Zahn, Chief Financial Officer
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8/25/2025
 Date Certified

United Water Conservation District			
Cash Position			
June 30, 2025			
Fund	Total	Composition	Restrictions/Designations
General/Water Conservation Fund:		Revenue collected for district operations	
General/Water Conservation	12,022,879	(2,263,074)	Includes General, Rec & Ranger, Water Conservation
		4,962,000	Reserved for legal expenditures
		1,253,968	Designated for replacement, capital improvements, and environmental projects
		8,069,984	Supplemental Water Purchase Fund
General CIP Funds	14,414,318	14,414,318	Appropriated for capital projects
	4,815,038	4,815,038	Reserved for CIP Projects
Special Revenue Funds:		Revenue collected for a special purpose	
State Water Project Funds	8,507,550	8,507,550	Procurement of water/rights from state water project
Enterprise Funds:		Restricted to fund usage	
Freeman Fund	2,475,434	2,475,434	Operations, Debt Service and Capital Projects
		-	Designated for replacement and capital improvements
		-	Reserved for legal expenditures
Freeman CIP Fund	2,890,575	2,890,575	Appropriated for capital projects
OH Pipeline Fund	2,123,634	2,123,634	Delivery of water to OH customers
OH CIP Fund	1,112,265	1,112,265	Appropriated for capital projects
OH Pipeline Well Replacement Fund	64,177	64,177	Well replacement fund
PV Pipeline Fund	1,176,101	1,176,101	Delivery of water to PV customers
PV CIP Fund	253,558	253,558	Appropriated for capital projects
PT Pipeline Fund	6,333,955	6,333,955	Delivery of water to PTP customers
PT CIP Fund	(3,884,664)	(3,884,664)	Appropriated for capital projects
Total District Cash & Investments	52,304,822	52,304,822	

ATTACHMENT B

**United Water Conservation District
Monthly Investment Report
July 31, 2025**

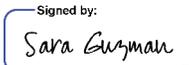
Investment Recap	G/L Balance	Weighted Avg Days to Maturity	Diversification Percentage of Total
Citizens Business Bank	10,078,553	1	19.04%
Petty Cash	5,400	1	0.01%
County Treasury	3,217	1	0.01%
LAIF Investments	42,843,011	1	80.93%
Total Cash, Cash Equivalents and Securities	52,930,182		100.00%
Investment Portfolio w/o Trustee Held Funds	52,930,182		
Trustee Held Funds	-		
Total Funds	52,930,182		

Local Agency Investment Fund (LAIF)	Beginning Balance	Deposits (Disbursements)	Ending Balance
	45,834,248	(2,991,237)	42,843,012
	Interest Earned YTD	Interest Received YTD	Qtrly Yield
	-	508,763	4.40%

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


 DocuSigned by: On behalf of Mauricio Guardado
 70D59ECF0D8D46E...
Mauricio Guardado, General Manager
8/27/2025
Date Certified


 DocuSigned by: Anthony Emmert, Assistant General Manager
 70D59ECF0D8D46E...
Anthony Emmert, Assistant General Manager
8/27/2025
Date Certified


 Signed by: On behalf of Brian Zahn
 Sara Guzman
 9C96BC3E77DE470...
Brian H. Zahn, Chief Financial Officer
8/27/2025
Date Certified

<i>United Water Conservation District</i>			
<i>Cash Position</i>			
July 31, 2025			
Fund	Total	Composition	Restrictions/Designations
General/Water Conservation Fund:			Revenue collected for district operations
General/Water Conservation	4,422,796	(12,388,057)	Includes General, Rec & Ranger, Water Conservation
		4,962,000	Reserved for legal expenditures
		3,671,412	Designated for replacement, capital improvements, and environmental projects
		8,177,441	Supplemental Water Purchase Fund
General CIP Funds	24,602,697	24,602,697	Appropriated for capital projects
	4,815,038	4,815,038	Reserved for CIP Projects
Special Revenue Funds:			Revenue collected for a special purpose
State Water Project Funds	6,872,356	6,872,356	Procurement of water/rights from state water project
Enterprise Funds:			Restricted to fund usage
Freeman Fund	(1,712,290)	(1,712,290)	Operations, Debt Service and Capital Projects
		-	Designated for replacement and capital improvements
		-	Reserved for legal expenditures
Freeman CIP Fund	6,688,128	6,688,128	Appropriated for capital projects
OH Pipeline Fund	(415,306)	(415,306)	Delivery of water to OH customers
OH CIP Fund	3,536,916	3,536,916	Appropriated for capital projects
OH Pipeline Well Replacement Fund	86,243	86,243	Well replacement fund
PV Pipeline Fund	1,171,151	1,171,151	Delivery of water to PV customers
PV CIP Fund	261,683	261,683	Appropriated for capital projects
PT Pipeline Fund	5,264,969	5,264,969	Delivery of water to PTP customers
PT CIP Fund	(2,664,199)	(2,664,199)	Appropriated for capital projects
Total District Cash & Investments	52,930,182	52,930,182	



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: August 19, 2025 (September 10, 2025, meeting)

Agenda Item: 3.4 Approve a Request for a Payment Plan and Waiver of Accrued Penalty and Interest Charges from William G. Scholle Ranch LLC
Motion

Staff Recommendation:

Approve a request from William G. Scholle Ranch LLC, well number 02N21W10Q04S, to enter a payment plan for the production charges of \$27,092.93 accrued during the billing period from January 1, 2025, through June 30, 2025. They also seek a waiver for penalty and interest charges of \$7,459.68 incurred from the billing period of July 1, 2024, to December 31, 2024.

Background and Purpose:

On July 25, 2025, Dianne Connelly, a representative of the ranch, contacted the district to inquire about the production charges calculated for the period ending June 30, 2025. Mrs. Connelly requested a payment plan to help settle their outstanding balance. They made a payment of \$6,774.00 towards this balance on 8/1/2025. The ranch has been facing difficulties in paying the groundwater production charges since the last billing cycle. While the extraction charges from the previous cycle were settled in full, the payments were submitted after the due date, which resulted in the accumulation of penalties and interest.

William G. Scholle Ranch LLC has not requested or had a payment plan or penalty and interest waiver in the past three years. Dianne proposed paying the balance in four installments of approximately \$6,774.00 each, as outlined on page 2. She has requested that, upon receipt of the payments for the principal charges, the penalties and interest be waived.

3.4 Approve a Request for a Payment Plan and Waiver of Accrued Penalty and Accrued Penalty and Interest Charges from William G. Scholle Ranch LLC

Due Date	Amount Due
8/1/2025	\$ 6,774.00
9/1/2025	\$ 6,774.00
10/1/2025	\$ 6,774.00
11/1/2025	\$ 6,770.93

Fiscal Impact:

Forfeiture of \$7,459.68 of General Water Conservation Funds, which were not previously anticipated or included in the adopted budget, and a delay of receipt for remaining expected charges.

Attachment:

Request for payment plan and waiver of penalty and interest charges



ATTACHMENT

**REQUEST FOR PAYMENT PLAN AND
WAIVER OF PENALTY & INTEREST CHARGES**

William G. Scholle Ranch LLC has requested a payment plan for production charges totaling \$27,092.93 for the period from January 1 to June 30, 2025. They are also seeking a waiver for \$7,459.68 in penalties and interest incurred from July 1 to December 31, 2024. Dianne Connelly, a representative of the ranch, contacted the district on July 25, 2025, to discuss these charges and proposed a plan to pay the balance in four installments of about \$6,774.00 each. The ranch has previously settled prior extraction charges but has struggled to make timely payments, resulting in accumulated penalties and interest. This is their first request for a payment plan and penalty and interest waiver in the past three years.

Payment Plan Request: Approved Denied

Penalty and Interest waived within the last three years: Yes No

Waiver request: \$ 7,459.68 Approved Denied

Signature  Date 8/20/25
Mauricio Guardado, General Manager

Signature  Date 8/19/25
Brian Zahn, Chief Financial Officer

Semi-Annual Ground Water Statement.

From Diane Connelly [REDACTED]
Date Fri 7/25/2025 6:13 AM
To Wendy Sandoval <WendyS@unitedwater.org>

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

Hello Wendy,

The William G Scholle Ranch LLC would like to request a payment plan for the Upcoming Production statement due July 31,2025. We would like to make four (4) payments of approximately \$7000.00 each.

I will be mailing in the first payment with the report today.

Thank you for your consideration.

Diane Connelly
William G Scholle Ranch LLC
This message was scanned by Microsoft.

Groundwater Calculations

07/01/2024 THRU 12/31/2024

	<i>Meter 1</i>	<i>Meter 2</i>
Ending Meter Read	418546	
Beginning Meter Read	396929	
Total Units	21617	0

	Units	Multiplier	Divider	Total AF
Total Production	21,617	0.01	1	216.17
Total Production	-	0.01	1	-
	21,617			216.17

NONAG/DOMESTIC USE:

Number of People			0.00	
Livestock	0	0.00	0.00	
Total MI			0.00 AF	

	Total AF	216.17000	Rates	Total \$
Zone B AG	216.17		280.32	60,596.77
Zone B MI	-		312.76	-
Current Subtotal	216.17			60,596.77

Past Due Balance	-
Previous Credit	-
Sub Total	60,596.77
Paid 2/12/2025	(20,596.77)
Paid 3/14/2025	(20,000.00)
Interest Charge	200.00
Paid 7/9/2025	(20,000.00)
Interest Charge	1,200.00
Penalty	6,059.68
Balance Due	7,459.68

UNITED WATER CONSERVATION DISTRICT
 1701 N. Lombard Street, Suite 200 Oxnard, CA 93030
 Phone: (805) 317-8974 | Email: gwreporting@unitedwater.org
SEMI-ANNUAL GROUND WATER PRODUCTION STATEMENT

800 03491 1007881 SCH0005

Reporting Period: 01/01/2025 through 06/30/2025

State Well Number 02N21W10Q04S
 State Recordation Number 562110
 Well Operator (Mailing Address)
 SCHOLLE RANCH, WILLIAM G
 [REDACTED]
 [REDACTED]

Well Owner: WILLIAM G SCHOLLE RANCH
 Name of Well: NEW
 Well Use: AG
 Acres Irrigated: 197.00
 Crops Grown: LEMON, VEGETABLE, AVOCADO

Telephone: [REDACTED]
 Email: [REDACTED]

RECEIVED
 31 JUL 2025
 CHECK AMOUNT: \$6,774.00
 CHECK NO: 10318

Signed statement with payment due on or before: 07/31/2025. Late filings and payments subject to delinquent charges. Please make a copy for your records.

WATER METER #1: Meter Type/Serial #: WTR SPEC S/N 20020945 Unit of Measure: AF
 Meter Read: Ending: 428,211 - Beginning: 418546 = Total Units: 9,665 x Multiplier: 0.0100 ÷ Divider: 1 = Production: 96.65

Date of last flow meter calibration test: 7/12/2022 Meter photo required.

WATER METER #2: Meter Type/Serial #: _____ Unit of Measure: _____
 Meter Read: Ending: _____ - Beginning: _____ = Total Units: _____ x Multiplier: _____ ÷ Divider: _____ = Production: _____

Date of last flow meter calibration test: _____

ELECTRIC POWER METHOD: Meter Type/Serial #: _____ Unit of Measure: _____
 KWH for six-month period (enclose copy of SCE statement): Total Units: _____ x Multiplier: _____ ÷ Divider: _____ = Production: _____

Date of last Southern California Edison Efficiency Test _____

Total Production (Round to the nearest hundredth AF xxx.xx): 96.65
 *For changes to account see back side.

NON-AG/DOMESTIC USE

Number of People: x 0.2 per person or .50 minimum = Total Domestic Usage: 0 AF

Livestock(number of head): x 2,760 gallons per head ÷ 325,851(gallons in an AF) = Total Non-AG Usage: 0 AF

EXEMPTIONS: Inactive Well

TOTAL AGRICULTURAL WATER USAGE: Total Production 96.65 x Rate: \$280.32 = \$ 27,092.93

TOTAL NON-AG/DOMESTIC WATER USAGE: Total Production _____ x Rate: \$312.76 = \$ _____

CURRENT CHARGES: Previous Balance Due(Add) \$ PAID 6/25/2025 20,000.00

DELINQUENT PENALTY CHARGES: *If statement is postmarked after 08/10/2025 add 10% of Current Charges* \$ 0

DELINQUENT INTEREST CHARGES: *If payment is postmarked after 09/01/2025 add 1% of Total Charges for each month the statement is past due* \$ 0

TOTAL AMOUNT ENCLOSED PAYABLE TO: UNITED WATER CONSERVATION DISTRICT \$ 27,092.93

I DECLARE under the penalties of perjury that this water production statement has been examined by me and to the best of my knowledge and belief is a true, correct and complete statement.

Date: 7/21/2025

Signature: [Handwritten Signature]

This Statement is not complete unless signed.

Please Print Signature: DIANE CONNELLY

The production charge determined in this statement represents a charge for pumping ground water. United Water uses these funds in its' mission to replenish groundwater throughout the District. Section 74508 of the California Water Code grants a Water Conservation District the right to charge for groundwater production as a means to cover the cost of groundwater replenishment and Section 75611 requires each operator of each water production facility (well) to file with the District a statement providing production in the preceeding six month period. There is no additional filing fee to file this statement with United Water pursuant to California Water Code 5009. Upon good cause shown, an amended statement of water production may be filed or a correction of the records may be made at any time prior to the final date for filing the next semi-annual water production statement pursuant to California Water Code 75618.

Actual 7/19/25

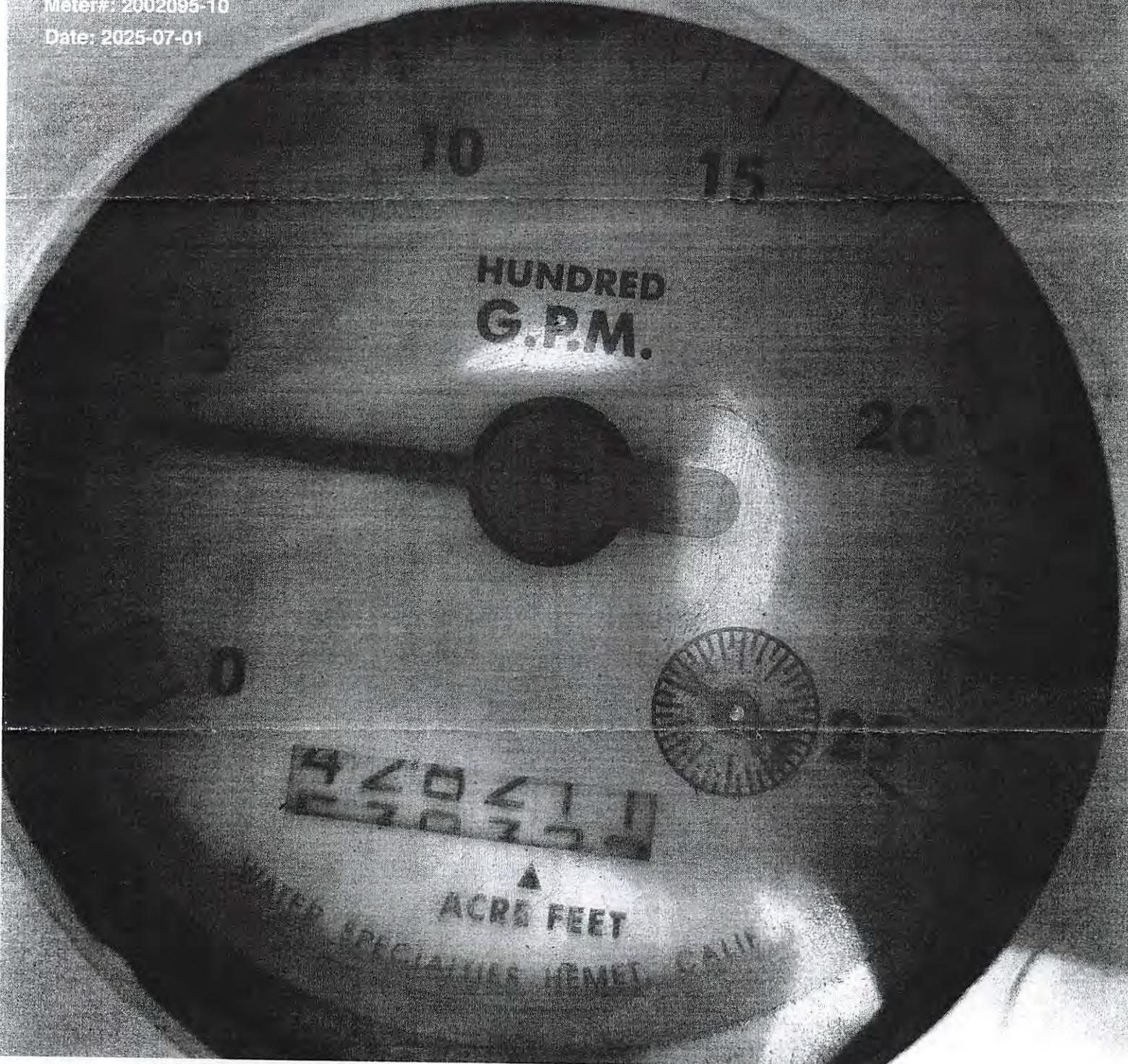
WMID: 1001

Ranch: 49 Acres Scholle Ranch & William G. Scholle Ranch

Source: State Well # 02N21W10Q04

Meter#: 2002095-10

Date: 2025-07-01



4041
3030

▲
ACRE FEET

WATER METER

WILLIAM G. SCHOLLE RANCH



United Water Conservation District
1701 Lombard St., Suite200
Oxnard, CA 93030

Date: July 21, 2025

Re: State Well #02N21W10Q04S and State Well #02N21W10Q03S

To whom it may concern:

Enclosed is the requested reporting and payment for the groundwater extraction fees for the above-referenced wells.

Payment of these fees to United Water is made in protest to United Water Conservation District (UWCD) and are subject to the ultimate outcome of the current litigation in the adjudication of water rights/use in the Los Posas Valley.

The William G. Scholle Ranch is an overlying landowner with rights that are senior to all municipalities. The William G. Scholle Ranch keeps its own static water level elevations and does not believe that we are receiving any benefits to our groundwater wells from the UWCD groundwater recharge efforts and replenishment projects therefore do not believe that we have any obligation to pay for these efforts and projects.

For many years we have requested such evidence from UWCD. As of the date of this letter the William G. Scholle Ranch has not received any such evidence. We are not aware of any new publically available data for the West Los Posas basin to change our opinion, if any exists. In addition, over these last few wet years, UWCD has frequently utilized the groundwater replenishment basins in El Rio and Saticoy and our wells have NOT seen any variation to our Static Water Levels.

Endorsement of said payment acknowledges this letter by United Water Conservation District.

Sincerely,

Diane Connelly
William G. Scholle Ranch LLC &
49 Acres Scholle Ranch LLC



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager

From: Josh Perez, Chief Human Resources Officer

Date: August 21, 2025 (September 10, 2025, meeting)

Agenda Item: 3.5 Adopt a Resolution Approving Board Norms
Motion

Staff Recommendation:

Adopt a resolution approving an appendix to the Board of Directors Policies and Procedures Manual which establishes Board Norms for all Directors serving at the District.

Background:

Staff recommends the adoption of the document titled *Appendix to United Water Conservation District Board of Directors Policies and Procedures Manual*, which outlines Board Norms applicable to all Directors serving at the District. The attached appendix provides clear guidance on the standards of conduct and collaboration expected of Board members in their distinguished roles.

There is no fiscal impact associated with this recommendation.

Attachments:

Resolution (includes Appendix)

ATTACHMENT

RESOLUTION 2025-_____

A RESOLUTION OF THE BOARD OF DIRECTORS OF UNITED WATER CONSERVATION DISTRICT APPROVING THE ADOPTION OF A PROPOSED NEW SECTION TO THE BOARD OF DIRECTORS POLICIES AND PROCEDURES

WHEREAS, the Board of Directors of United Water Conservation District (District) has the authority to establish and revise the District’s policies and procedures; and

WHEREAS, District staff recommends the establishment of a new addition to the Board of Directors policy to remain consistent with District management and practices.

BE IT RESOLVED that the Board of Directors of the District hereby approves the adoption of the following new Board of Directors policy listed below and attached to this Resolution:

- Section 10 – Board Norms
- Appendix to United Water Conservation District Board of Directors Policies and Procedures

NOW, THEREFORE, BE IT RESOLVED AND ORDERED 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 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ADOPTED AND PASSED this 10th day of September 2025.

ATTEST: _____
Lynn Maulhardt, President

ATTEST: _____
Gordon Kimball, Secretary/Treasurer

SECTION 10 - BOARD NORMS

The Board of Directors will create written norms related to and/or for the conduct of its members. These are not intended as binding regulations or rules governing its members, but advisory guidelines to which each member has agreed to follow. On an annual basis, the Board will review and discuss the current norms and may modify those norms as agreed upon by its members. The norms are attached as an appendix to the Board of Directors Policies and Procedures and shall be made available to the public at the District's offices and on the District's website.

**APPENDIX TO UNITED WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
POLICIES AND PROCEDURES**

BOARD NORMS

- Members of the Board of Directors should never make a request to staff for any reason. All requests should be directed to the District's General Manager. There are two exceptions to this norm.
 - A member has the right and responsibility to speak to staff when the member is acting in the role of customer of the District.
 - A member may exercise direct access to the District's General Counsel but should include the General Manager in those communications when feasible.
- Committee assignments should be based upon a range of variables that may include, but may not be limited to, a member's personal interests, professional background and skill set, and geographic representation. The duration of a member's service on the Board should never play a role in such assignments.
- Members play a public role representing the District, including, but not limited to:
 - Conferences;
 - Communications to/with other public agencies;
 - Communications to/with non-public agency organizations; and
 - General outreach and engagement at public events.
- Members have certain responsibilities and expectations to which they should be held accountable, including the following:
 - Members should report (using their best professional discretion and using methods preferred by the respective member [i.e., written, verbal]) to the President and/or Board of Directors as a whole, their intent to attend a public event and the results of such attendance such as key questions, outcomes, etc.;
 - Members should seek to build relationships at and through public events that can be advantageous to the interests and mission of the District;

- Members are "always on," meaning that they are obligated to maintain behavior that is appropriate and should avoid any behavior detrimental to the District's interests; and
- Members are obligated to, and responsible for, elevating to the District General Manager all discussion topics and outcomes that emerge from any event (as listed above) that may be in the interests of the District so that the General Manager might then act on and/or report to the Board President for potential future actions.



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: September 3, 2025 (September 10, 2025, meeting)

Agenda Item: 3.6 Adopt a Resolution Approving the Proposed Changes to the Existing Financial Policies and the Adoption of a Proposed New Financial Policy Motion

Staff Recommendation:

Adopt a resolution approving certain changes to existing financial policies as identified and the adoption of a proposed new financial policy as specified.

Discussion:

Periodically the Finance team reviews and evaluates the Financial Policies in effect to determine if any changes are needed based on changes in the law and/or the changing environment that the District is in.

The attached recommended changes will allow the Finance team to work more efficiently, meet IRS guidelines, and clarify areas in the policies that were somewhat vague, so the policies are more easily understood and enforceable.

Fiscal Impact:

There is no financial impact.

Attachments:

Resolution (with redline documents and proposed new policy)

ATTACHMENT

RESOLUTION 2025-_____

A RESOLUTION OF THE BOARD OF DIRECTORS OF UNITED WATER CONSERVATION DISTRICT APPROVING THE PROPOSED CHANGES TO EXISTING FINANCIAL POLICIES AND THE ADOPTION OF A PROPOSED NEW FINANCIAL POLICY

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

WHEREAS, District staff recommends the adoption of updated policies and the establishment of a new financial policy to remain consistent with District management and practices.

BE IT RESOLVED that the Board of Directors of the District hereby approves the following proposed changes to the financial policies listed below as set forth in the attached redlines to this Resolution:

- Auditor Rotation and Selection Policy
- Capital Assets Policy
- Disputed or Revised Groundwater Pumping Reports
- Expense Policy - Staff
- Expense Policy - Director and Executive
- Investment Policy
- Procurement Policy
- Vehicle Replacement Schedule and Policy
- Verification of Production Statement

BE IT FURTHER RESOLVED that the Board of Directors of the District hereby approves adoption of the following new financial policy listed below and attached to this Resolution:

- Subscription-based Information Technology Arrangements GASB 96 Policy

NOW, THEREFORE, BE IT RESOLVED AND ORDERED 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 by the following vote:

RESOLUTION 2025-___

Page 2

Ayes:

Noes:

Absent:

Abstain:

ADOPTED AND PASSED this 10th day of September 2025.

ATTEST: _____
Lynn Maulhardt, President

ATTEST: _____
Gordon Kimball, Secretary/Treasurer

AUDITOR ROTATION & SELECTION POLICY

Effective September 10, 2025

PURPOSE

The purpose of this policy is to provide for the periodic rotation of independent auditing firms who perform the annual examination of the District's financial statements and render an opinion thereon.

SELECTION PROCESS

A full-scale competitive process will be held at a minimum every five years for the selection of the independent auditing firm. The Finance Division is responsible for conducting the interview and selection process and recommending a firm to the Board.

The then current auditing firm will not be reconsidered to serve beyond a five-year consecutive period. Firms may serve more than a five-year period so long as there is a minimum three-year break in their service or a new partner has been assigned to the account and the Board approves issuing a new contract to the firm.

TERM OF CONTRACT

The initial contract term should be for three years. Providing services are satisfactory, the firm may be retained for an additional two years thereafter.

SCOPE OF SERVICE

The firm will perform the annual audit, prepare required reports and assist staff in analyzing/implementing accounting pronouncements.

AMENDMENTS OR EXCEPTIONS

Amendment of or exceptions to this policy may be made by action of the Board of Directors.

CAPITAL ASSET POLICY

Effective September 10, 2025

OBJECTIVE/PURPOSE

- ▶ To account and record the District's capital assets as required by Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB) Statement No. 34.
- ▶ To maintain a listing of all capital assets at original cost.
- ▶ To calculate depreciation and determine book value of all capital assets.

GENERAL GUIDLINES

- ▶ All capital purchases must conform to the procurement policy.
- ▶ With each budget cycle all capital outlay and capital project requests are reviewed by a District Accountant for applicability to the capitalization threshold and general definitions for fixed assets.
- ▶ Structures and improvements, tangible equipment, intangible assets and vehicles purchased are capitalized each accounting period and depreciation begins the following month after the effective "in operation" date of the asset.
- ▶ Construction in progress projects are reviewed semi-annually in December and June. Assets that are completed during the six-month period are capitalized and begin depreciation as of December 31 or June 30. Qualifying expenditures related to construction in progress projects, including any District employee's compensation (i.e. salary and employee benefits), are capitalized as part of the overall cost of the project.

CAPITALIZATION THRESHOLD

The capitalization threshold for tangible equipment, intangible assets and vehicles purchased or constructed is ~~\$7,5005,000~~ or greater with a useful life of two years or more per item. The threshold for structures and improvements purchased or constructed is \$25,000 or greater.

DISCRETE COMPONENTS OF LARGER ASSETS

A single capital asset may be composed of one or more discrete components with a significantly shorter useful life (e.g., roof). In such cases the cost of the components is included in the cost of the larger asset and replacements are treated as a repair. Infrastructure rehabilitation projects are capitalized.

DEPRECIATION METHOD

The District uses the straight-line depreciation method. Land is not depreciated and construction is not depreciated until completed.

The following is the useful life table, by category, used to calculate depreciation:

Asset Class	Type	Years
Equipment	Construction Type (i.e. Tractors, Graders)	25
	Durable Equipment	10
	Furniture	10
	Office Furniture/Equipment	10
	Computer Programs and Models	10
	Meters, Test Equipment, Gauges	5
	Phone Systems	5
	Radio Equipment	5
	Computer Equipment	3
	SCADA Systems	10
	Security Systems	10
	Pumps	5
	Structures & Improvements	Dams
Buildings		50
Wells		50
Pipelines		40
Dam Structures, Canals		40
Park & Recreation Facilities		30
Hydro-Plant		30
Tanks		25
Asphalt		20
Irrigation System		20
Communication towers		20
VFD Variable Drives		15
Recreation Playground/Picnic		15
Fences, Gates		15
Valves and Associated Gates		10
Floating Restrooms		10
Pumps		5
Pumps	5	
Vehicles	Boats	10
	Heavy Duty Vehicles	10
	Automobiles	7
	Trucks, SUVs	7
	ATV – CanAm	7

DISPUTED OR REVISED GROUNDWATER PUMPING REPORTS

Effective September 10, 2025

Policy:

A. Presumption of Correctness

All statements of water production submitted to the District pursuant to Water Code section 75611 are presumed correct, unless the District has probable cause to believe that production is in excess of that disclosed. In which case, the District will follow the procedures set forth in Water Code section 75619, et seq.

B. Request to Revise Water Production Statement within Six Months of Filing

As set forth in Water Code section 75618, upon good cause shown, an amended statement of water production may be filed or a correction of records may be made at any time prior to the final date for filing the next semiannual water production statement under Water Code section 75611.

C. Request to Revise Statement after Six Months of Filing

Under no circumstances will the District consider a request to revise a water production statement that is more than five years old at the time of the request. The District expects that requests for revisions to a water production statement that is made more than six months after filing will be infrequent. The District, in its sole discretion, may grant such a request subject to the following conditions.

The request must be made by the operator of the subject water-producing facility. No request will be considered if made by an operator delinquent in the payment of ground water charges to the District.

The operator requesting the revision bears the burden of providing sufficient evidence of past misreported extraction volumes and/or amounts sufficient to warrant a change in reporting in the sole discretion of the District. The District is not obligated to provide any information other than the original groundwater extraction reports and confirmation of amounts paid to the District.

Requests for reporting revisions will be considered only for periods in which the well in question was under its current ownership. A well owner cannot request a reporting change for a period that pre-dates their acquisition of the well.

In the case of revisions of extraction reports that result in a refund owed the operator, the refund will be paid within 30 days of the mailing of the notice of determination approving the revision request. In the case that the revision results in additional charges owed the District, a notice of determination and an invoice will be issued to the pumper that will include a 10% late penalty and 1% monthly interest on the amount owed calculated from the date of the original statement. That invoice will be due and payable in 30 days following issuance of the invoice, after which point, a 10% late penalty will be assessed and 1% monthly interest will begin to accrue.

Procedure:

I. The operator of a water-producing facility seeking to revise a past water production statement will initiate the process with a request in writing submitted to the District office. The request must include the following to be considered:

1. Revision request form (District template)
2. Original groundwater reports submitted for period(s) in question
3. Any legitimate documentation supporting claim for revised extraction such as:
 - a. Photographs of meter
 - ~~b. Electric bills~~
 - ~~c. Crop reports~~
 - ~~d. b.~~ Written explanation of reasons for revision
 - ~~e. c.~~ Authorization permitting District staff to inspect the subject water producing facility and property.

II. If the reporting period in question ended less than 12 months from the date of the request AND the total value of the adjustment in extraction fees would be less than \$5,000, District Finance will make a recommendation to the District General Manager or designee, who will approve or deny within 30 days of the receipt of the request. Written notice of the determination shall be mailed to the operator of the water-producing facility at the address as shown by the District's records.

In the event the request is approved, District Finance will issue an invoice or a refund check, as appropriate, within 30 days of the decision. Any invoices issued will be payable within 30 days of the mailing of the invoice, after which period, a 10% penalty will be assessed, and 1% monthly interest will accrue.

A determination made by the District shall be conclusive on all persons having an interest in the water-producing facility involved, and the ground water charges, and the interest and penalties thereon, shall be paid forthwith, unless any such person files with the District's Board of Directors, within 10 days after the mailing of the notice of the determination, a written protest setting forth the ground or grounds for protesting.

Upon the filing of a written protest, the Board shall hold a hearing at which time the determination by the District General Manager will be reviewed. The determination shall be upheld and deemed conclusive if based upon substantial evidence.

At least 10 days before the date fixed for the hearing, a notice of the hearing shall be mailed to the protestant at the address shown on the District's records at least 10 days before the date fixed for the hearing.

Notice of the determination of the Board at the hearing shall be mailed to each protestant at the address shown on the District's records.

- III. If the reporting period in question ended more than 12 months prior to the date of the request, OR if the value of adjustment in extraction fees would be greater than \$5,000, the initial and final determination must be made by the Board. In this case, District Finance will review the request within 30 days of receipt. The Board will then take the request into consideration at the earliest regularly scheduled Board meeting for which time is available on the Board agenda, but no later than 90 days after receipt.

EXPENSE POLICY - STAFF

Effective September 10, 2025

SCOPE

This policy applies to District staff that have occasion to incur expenses on behalf of the District, with the exception of executive management (General Manager and Assistant General Managers).

PURPOSE AND GENERAL PROVISIONS

The intent of this policy is to establish equitable standards and achieve reasonably consistent and fair treatment relating to reimbursement of actual and necessary expenses incurred in the service of the District. It is further intended as a guide for both the preparation of expense reports and for approval of such reports. It is also a means of informing all concerned of their privileges and obligations in the use of District funds for travel, education, and other expenses.

The District recognizes that attendance at workshops, seminars, meetings and conferences provides District staff with a vital forum for the exchange of ideas and methods in all areas of governmental administration, for presenting and receiving information, to provide training and professional growth opportunities, and for advocating legislation of benefit to the District. It is the District's policy to reimburse individuals for all actual and necessary expenses incurred while engaged in such activity. Individuals are expected to exercise good judgment in the expenditure of District funds. Items deemed to be of a purely personal nature are not reimbursable.

ADVANCE APPROVAL

Supervisor or Department Manager approval is required in advance for attendance at all training programs, meetings, seminars and conferences, and/or professional growth events.

Advance approval by the Department Manager and General Manager is required for attendance at all training programs, meetings, seminars and conferences, and/or professional growth events beyond Los Angeles and Santa Barbara Counties that require an overnight stay, air travel and/or involves an expense exceeding \$500.

ALLOWABLE EXPENSES

A. Travel Expenses

1. Airline or other travel accommodations shall be economy class. Travel arrangements will be made through District staff. Airline travel will be arranged so as to be as cost efficient to District as possible, including early booking to minimize costs. Baggage fees are considered part of the cost of airline travel and are an allowable expense.

In cases of trips longer than three hours scheduled flight time, tickets may be booked in premium economy class. (eg; Economy Plus on United Airlines, Main Cabin Extra on American, etc.). Where possible, this class should be booked at time of ticket purchase. The District will not pay for upgrades in any other circumstances. When travelling on District business, the work/meeting schedule will take priority over the travel schedule. As such, opportunities for premium bookings and upgrades may not be available on every trip.

When scheduling flexibility is necessary, a refundable ticket may be purchased.

Travel arrangements and costs for guests are the responsibility of the individual attending and are not considered a District expense.

2. District owned vehicles shall be used by staff assigned a District-owned vehicle or staff that do not receive a mileage allowance, whenever possible when traveling on District business.
3. Personal vehicles may be used if necessary and the staff shall be reimbursed at the standard IRS mileage rate (i.e. \$0.~~7065.5~~ cents a mile for calendar year 202~~53~~), but for a total of no more than the cost of round trip airfare. Mileage is to be calculated via the shortest route between the District worksite or point of origin for staff, whichever is less, to the destination and the return. The owner's/driver's auto insurance is responsible for any damage, accident, etc. incurred. Staff who do not receive a monthly mileage allowance must seek approval from their department manager in advance for use of personal vehicles on District business. Employees must provide the District with evidence of personal auto insurance, including liability insurance, in advance of travel.
4. Mileage reimbursement for staff's use of their personal vehicle shall be from the point of origin to destinations in Southern California, including District offices or facilities, as defined as counties south of and including: Monterey, Kern and Inyo Counties and any other destination involving total round-trip mileage equal to or less than such destinations. If the destination is outside these geographic areas (e.g. is in San Francisco, Sacramento, etc.), the individual may elect to drive rather than fly, but shall receive a mileage reimbursement not greater than the cost of a round trip standard economy or coach class airline ticket to that destination. Parking and taxis fees should not be included in the cost of the round trip.
5. Rental automobile costs are reimbursable when justified by the nature of the trip. Except in cases where there are more than three District-affiliated individuals travelling together, only rental of vehicles of full-size standard or smaller are permitted to be reimbursed. Rental of SUVs, minivans or premium/luxury vehicles will not be reimbursed for fewer than four individuals in one vehicle. In such cases, the names of all District-affiliated individuals will be recorded in the expense report. All drivers of rental vehicles must provide their own insurance that covers the rental vehicle. Charges for insurance provided by the rental company will not be reimbursed. Fuel costs will be reimbursed with appropriate receipts.
6. Taxis and other local transportation costs, including ride share apps, incurred to and from businesses, hotels or airports, or in other District-related activities are reimbursable upon submittal of a receipt (see tipping guidelines under Tipping section).
7. Government and group rates offered by a transportation provider shall be used when available.

B. Hotels

1. The cost of hotel or motel accommodations incurred on approved business trips is reimbursable. It is expected that an individual will use accommodations appropriate to the nature of the business trip. Accommodations may be reserved for guests attending a

District-approved function; however, the District will reimburse only the cost of the single person room rate.

2. Government and group rates offered by a lodging services provider will be utilized when available. If a lodging expense is incurred in connection with a conference or organized educational activity conducted in compliance with Government Code Section 54952.2(c), including but not limited to ethics training required by Government Code Section 53234 et seq., reimbursement of lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Board member or District staff at the time of booking. If lodging is available at the group rate, and a Board member or District staff elects to stay at a non-group rate hotel which has a higher rate, reimbursement to the director or staff shall not exceed the maximum group rate published by the activity or group sponsor, that is the Board member or staff shall be financially responsible for the difference. If rooms at the group rate are not available, the Board member or staff shall use comparable lodging that is consistent with the requirements of Government Code Section 53232.2(c) and (e), respectively. In such event, a Board member or staff may be reimbursed for up to 110% of the group rate, that is the Board member or staff shall be financially responsible for any amount in excess of 110% of the group rate.

The rates specified in the above paragraph refer to base rates and shall not include transient occupancy taxes or parking.

C. Meals

The actual costs of meals, including tips, incurred on approved business trips is reimbursable. Meals for guests in attendance are the responsibility of the individual, except for business guests invited as part of a District-hosted event.

For staff attending functions, such as training or meetings of professional organizations, the District will reimburse the cost of the event including meals provided. For functions occurring during normal mealtimes and which do not provide meals, meal reimbursement will not exceed \$125 for each full day of travel. For partial days of travel, managers will use their discretion in approving their employees' meal expenses.

See tipping guidelines in section I, below. Itemized receipts are required for all meal expenditures.

The daily meal allowance will be adjusted for those meals included in the cost of the conferences and seminars. It is not the intent of the District to pay twice for the same meal. Exceptions may be made by the General Manager when the traveler is unable to partake in the meal provided.

The limits for daily meals include all aspects of the meal, e.g. appetizer, entrée, dessert and beverages, excluding tip. Meal costs eligible for reimbursement do not include alcohol. Any amount in excess of the maximum limit for the day (excluding tip) shall be the responsibility of the individual.

It is recognized that periodically, District staff may need to use their District-issued credit cards (if issued) or directly pay for meals with and for District guests while conducting District business. Reasonable use of this privilege for this purpose is permissible, provided there is adherence to the above limits, and documentation is provided as to the participants and the business discussed.

D. Communications (Phone calls)

~~All necessary business calls and messages are reimbursable.~~ It is expected that the least expensive method of communications (i.e. use of a mobile phone in lieu of hotel phone) that is consistent with the best interest of the District will be used whenever possible. ~~Staff receiving a cellular phone allowance will adhere to the District's Cellular Phone Allowance Policy.~~

E. Travel Requiring Advance Approval [District Staff]

When overnight lodging is required, a travel authorization form "Request for Travel/Training Approval" must be completed by the staff as follows:

1. The completed travel authorization form must list all actual and anticipated costs associated with attendance at the event and required approvals per the Purpose and General Provisions section. Please include the account number to be used to pay for the associated expense costs and all background information describing the event and attendance arrangements.
2. When required the travel authorization form is submitted to the General Manager for final approval.
3. If the General Manager's approval is granted, a copy of the request is submitted to the designated Finance personnel. If the request is denied, all paperwork is returned to the Department Manager.

F. Advances

If an advance is required for approved travel, please indicate such on the "Request for Travel/Training Approval" form. Advances and District-issued credit cards are appropriate means of funding District-related trips. As stated above, whenever possible, the District will prepay hotel, tuition, airline, etc. costs to vendors with an approved purchase requisition, therefore an advance for these costs will not be necessary. Staff may request an advance for meals, not to exceed the maximum per diem amounts, via a Check/Petty Cash Request form. Upon return, all receipts must be submitted and any excess advance shall be returned to the District.

G. Non-Use of Advance Paid Reservations

Whenever staff makes an advance paid reservation, or the District staff makes a reservation on behalf of the staff, whether for travel, lodging or meals (e.g. conference meal tickets), if the reservation or ticket is unused and the associated expense is not refundable and the staff utilizes alternative arrangements, the expense associated with such alternative arrangements is not reimbursable by the District.

I. Tipping

The District shall cover tipping up to 20% of the cost of meal and transportation service charges.

J. Non-reimbursable expenses

This document covers all reimbursable expenses. Any expenses not specifically mentioned will not be reimbursed without prior General Manager approval.

In no circumstances will the following be reimbursed:

- Hotel movie rentals
- Personal medical expenses not related to a workplace injury
- Personal entertainment such as sight-seeing, movies/theater, golf or other sports (except in the course of District outreach activities).

ADMINISTRATION

This policy shall be administered by the General Manager. The key to prompt reimbursement is proper documentation. This includes a clear statement of the business purpose of the trip, a copy of the meeting/conference agenda, and receipts for business expenses.

Expenses rendered for reimbursement shall be itemized and sufficiently described as to the nature and intent of the expense. Expense reports should be prepared on a monthly basis and submitted to the Finance Division on prescribed forms. To receive reimbursement for authorized travel, please submit a "Travel Expense Claim" form to the Finance Division. A separate Travel Expense Claim is to be submitted for each trip taken. Original documents such as receipts or bills for all hotel charges, the last page of the airline ticket showing the itinerary and costs, usually called the "passenger receipt," and receipts for other expenses must be attached to the Travel Expense Claim for documentation. Credit card charge slips will not serve as adequate documentation for transportation, room or car rental expense. In the event a receipt is lost please provide a written explanation. A copy of the approved "Request for Travel/Training Approval Form" should be attached to the Travel Expense Claim when the travel required advance approval.

The traveler is required to sign the Travel Expense Claim certifying that the amounts included on the report are actual and reasonable. Refunds of unused advances, by a check payable to the United Water Conservation District, should be submitted to the Finance Division with the Travel Expense Claim.

It is the responsibility of each individual, as well as each person approving the Travel Expense Claim, to ensure that there is no appearance nor occurrence of extravagant and/or unsupported expenditures for travel. During the review of these reports, any questionable or incomplete reports may be returned to the individual in order to obtain additional approval or documentation to support expenses.

The Chief Financial Officer shall advise the General Manager of any outstanding matters relating to the administration of this policy. Exceptions to this policy may be authorized by the General Manager.

The Chief Financial Officer or his/her designee shall provide overall oversight of the reimbursement of expenses and shall provide a quarterly report to the Board Finance Committee detailing the expenses of the District of at least one hundred dollars (\$100.00) for each individual charge for service or product received. Additionally, in compliance with Government Code §53065.5, by September 30th of each year, the Finance Division will

submit a detailed report to the Board's Finance Committee that discloses any reimbursement paid to any one employee or member of the Board by the District within the immediately preceding fiscal year of at least one hundred dollars (\$100.00) for each individual charge for service or product received. The report shall be made available for public inspection at the first meeting of the Board of Directors following the Finance Committee submittal.

EXPENSE AND COMPENSABLE ACTIVITY POLICY – BOARD MEMBERS AND DISTRICT EXECUTIVES

Effective September 10, 2025

SCOPE

This policy applies to members of the Board of Directors and to District executive staff (General Manager and Assistant General Managers) that have occasion to incur expenses on behalf of the District.

This policy additionally sets forth the types of activities for which board members may receive compensation and reimbursement for their actual and necessary expenses thereto in accordance with Government Code Section 53232 et seq.

PURPOSE AND GENERAL PROVISIONS

The intent of this policy is to establish equitable standards and achieve reasonably consistent and fair treatment relating to reimbursement of actual and necessary expenses incurred in the service of the District. It is further intended as a guide for both the preparation of expense reports and for approval of such reports. It is also a means of informing all concerned of their privileges and obligations in the use of District funds for travel, education, community and legislative outreach, and other expenses.

The District recognizes that attendance at workshops, seminars, meetings and conferences provides Board members and District staff with a vital forum for the exchange of ideas and methods in all areas of governmental administration, for presenting and receiving information, to provide training and professional growth opportunities. The District also recognizes the importance of building relationships with legislators, regulators and key opinion leaders in local, state and federal government centers. It is the District's policy to reimburse individuals for all actual and necessary expenses incurred while engaged in activities critical to building these relationships. Individuals are expected to exercise good judgment in the expenditure of District funds. Items deemed to be of a purely personal nature are not reimbursable or covered by the District.

A. District Executives

Advance approval by the immediate supervisor and General Manager is required for attendance at all training programs, meetings, seminars and conferences, and/or professional growth events beyond Los Angeles and Santa Barbara Counties that require an overnight stay, air travel and/or involves an expense exceeding \$500.

B. District Board Members

Consistent with the requirements of this policy, Board members may receive reimbursement for their actual and necessary expenses incurred when participating in those activities listed in the "Compensable Activities" section of this policy. Pre-approval of the Board for these expenses is not required.

However, any expenses which are incurred for activities not set forth in the "Compensable Activities" section, or which do not fall within the requirements of this policy (e.g. which exceed the maximum permissible rate), must be approved by the Board of Directors in a public meeting before the expense is incurred, or the expense will not be reimbursed. The only exception to this requirement pertains to lodging expenses, as set forth below.

ALLOWABLE EXPENSES

A. Travel Expenses

1. Airline or other travel accommodations shall be economy class. Travel arrangements will be made through District staff. Airline travel will be arranged so as to be as cost efficient to District as possible, including early booking to minimize costs. Baggage fees are considered part of the cost of airline travel and are an allowable expense.

In cases of trips longer than three hours scheduled flight time, tickets may be booked in premium economy class. (eg; Economy Plus on United Airlines, Main Cabin Extra on American, etc.). Where possible, this class should be booked at time of ticket purchase. Upgrades to premium economy purchased at check-in will be reimbursed. The District will not pay for upgrades in any other circumstances. When travelling on District business, the work/meeting schedule will take priority over the travel schedule. As such, opportunities for premium bookings and upgrades may not be available on every trip.

When scheduling flexibility is necessary, a refundable ticket may be purchased.

Travel arrangements and costs for guests are the responsibility of the individual attending and are not considered a District expense.

2. District-owned vehicles shall be used by executive management staff assigned a District-owned vehicle or staff that do not receive a mileage allowance, whenever possible when traveling on District business.
3. Personal vehicles may be used if necessary and the Board member or staff shall be reimbursed at the standard IRS mileage rate (i.e. \$0.~~7065.5~~ per mile for calendar year 202~~53~~), but for a total of no more than the cost of round-trip airfare. Mileage is to be calculated via the shortest route between the District worksite or point of origin for staff, whichever is less, and from the point of origin for Directors, to the destination and the return. The owner's/driver's auto insurance is responsible for any damage, accident, etc. incurred. Executive management staff receiving a monthly mileage allowance shall abide by the terms of this section except where it conflicts with their employment agreement, in which case the terms of the employment agreement shall apply. Staff who do not receive a monthly mileage allowance must seek approval from their department manager in advance for use of personal vehicles on District business. Employees must provide the District with evidence of personal auto insurance, including liability insurance, in advance of travel.
4. Mileage reimbursement for a Board member's use of their personal vehicle shall be from the point of origin to destination and return. Executive management staff receiving a monthly mileage allowance shall abide by the terms of this section except where it conflicts with their employment agreement, in which case the terms of the employment agreement shall apply. Board members may be reimbursed for mileage for up to 10 meetings per month in accordance with Section B of the District Board Members: Compensation and Compensable Activities section of this policy.
5. Rental automobile costs are reimbursable when justified by the nature of the trip. Except in cases where there are more than three District-affiliated individuals travelling together, only rental of vehicles of full-size standard or smaller are permitted

to be reimbursed. Rental of SUVs, minivans or premium/luxury vehicles will not be reimbursed for fewer than four individuals in one vehicle. In such cases, the names of all District-affiliated individuals will be recorded in the expense report. All drivers of rental vehicles must provide their own insurance that covers the rental vehicle. Charges for insurance provided by the rental company will not be reimbursed. Fuel costs will be reimbursed with appropriate receipts.

6. Taxis and other local transportation costs, including ride-share apps, incurred to and from businesses, hotels or airports, or in other District-related activities are reimbursable upon submittal of a receipt (see tipping guidelines under Tipping section).
7. Government and group rates offered by a transportation provider will be utilized when available.

B. Hotels

1. The cost of hotel or motel accommodations incurred on approved business trips is reimbursable. It is expected that an individual will use accommodations appropriate to the nature of the business trip. Accommodations may be reserved for guests attending a District-approved function; however, the District will reimburse only the cost of the single person room rate.

2. Government and group rates offered by a lodging services provider will be utilized when available. If a lodging expense is incurred in connection with a conference or organized educational activity conducted in compliance with Government Code Section 54952.2(c), including but not limited to ethics training required by Government Code Section 53234 et seq., lodging costs covered by the District shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Board member or District staff at the time of booking. If lodging is available at the group rate, and a Board member or District staff elects to stay at a non-group rate hotel which has a higher rate, District charges shall not exceed the maximum group rate published by the activity or group sponsor, that is the Board member or staff shall be financially responsible for the difference. If rooms at the group rate are not available, the Board member or staff shall use comparable lodging that is consistent with the requirements of Government Code Section 53232.2(c) and (e), respectively. In such event, the District may pay for up to 110% of the group rate, that is the Board member or staff shall be financially responsible for any amount in excess of 110% of the group rate.

The rates specified in the above paragraph refer to base rates and shall not include transient occupancy taxes or parking.

C. Travel Per diem

In order to provide for the costs of ad-hoc expenses related to District travel, the District will reimburse \$100 per full day of authorized travel outside of the District that requires an overnight stay. The per diem is expected to cover all meals not part of outreach activities and other District business as well as any and all incidental expenses not specifically addressed in this document. The per diem will be claimed on the standard business expense report and will not be paid in advance of travel.

D. District Outreach Events

Periodically Board Members and District Executives engage in activities related to legislative outreach. Recognizing that these events often have irregular schedules and venues, food and

beverages provided as part of these activities will be reimbursed, provided the cost is reasonable for the situation as determined by the General Manager. Alcohol of reasonable cost and quantity may be provided at these events at District expense. Third-party attendees of such events must be verbally approved by the General Manager in advance to assure that the event is pursuant to District objectives and not social in nature.

Meetings of District personnel prior to or following outreach events where food and beverage are provided will be considered part of the outreach activities and as such will be covered by the District and not an incidental expense covered by the abovementioned travel per diem.

Expenses for such activities will be comprehensively documented. Supporting documentation will include a detailed check or invoice (not just a credit card receipt) and a clear accounting of the names, positions and affiliations of all attendees at the event.

E. Communications (Phone calls)

~~All necessary business calls and messages are reimbursable. It is expected that the least expensive method of communications (i.e. use of a mobile phone in lieu of hotel phone) that is consistent with the best interest of the District will be used whenever possible.~~ The Board of Directors will be reimbursed \$50.00 per month for District business related phone/fax costs. Each Director is also eligible for reimbursement of business-related long-distance calls from their personal phone that are not covered by an all-inclusive phone plan upon submittal of their phone bill. ~~Staff receiving a cellular phone allowance will adhere to the District's Cellular Phone Allowance Policy.~~

F. Travel Requiring Advance Approval (District Executives)

When overnight lodging is required, a travel authorization form "Request for Travel/Training Approval" must be completed by the staff as follows:

1. The completed travel authorization form must list all actual and anticipated costs associated with attendance at the event and required approvals per the Purpose and General Provisions section. Please include the account number to be used to pay for the associated expense costs and all background information describing the event and attendance arrangements.
2. When required the travel authorization form is submitted to the General Manager for final approval (Allowable Expenses -Section A).
3. If the General Manager's approval is granted, a copy of the request is submitted to the designated Finance personnel. If the request is denied, all paperwork is returned to the Department Manager.

G. Advances

The District will **not** provide cash advances for travel to board members or executives. Airfare will be paid directly by the District. Whenever possible, the District will prepay hotel, tuition, etc. costs to vendors with an approved purchase requisition, therefore an advance for these costs will not be necessary.

H. Non-Use of Advance Paid Reservations

Whenever staff or Board member makes an advance paid reservation, or the District staff makes a reservation on behalf of the staff or Board member, whether for travel, lodging or meals (e.g. conference meal tickets), if the reservation or ticket is unused and the associated

expense is not refundable and the staff or Board member utilizes alternative arrangements, the expense associated with such alternative arrangements will be reimbursable by the District at the General Manager's discretion.

I. Tipping

The District shall cover tipping up to 20% of cost of the meal and transportation service charges.

J. Non-reimbursable expenses

This document covers all reimbursable expenses. Any expenses not specifically mentioned will not be reimbursed without prior General Manager approval.

In no circumstances will the following be reimbursed:

- Hotel movie rentals
- Personal medical expenses not related to a workplace injury
- Personal entertainment such as sight-seeing, movies/theater, golf or other sports (except in the course of District outreach activities).

DISTRICT BOARD MEMBERS: COMPENSATION AND COMPENSABLE ACTIVITIES

A. Compensation.

Compensation for members of the Board of Directors is established in accordance with section 74208 of the California Water Code, and increases are authorized in accordance with Water Code Section 20202. Actual and necessary expenses incurred by a Board member in the performance of their duties required or authorized by the Board are reimbursed in accordance with Water Code Section 74208 and the terms of this policy.

B. Compensable Activities.

In accordance with Government Code Section 53232.1, a Board member's attendance at the following occurrences (activities) constitutes the performance of official duties on behalf of the District which qualify a Board member to receive compensation and reimbursement of actual and necessary expenses but limited to 1 compensable activity per day and 10 compensable activities per month incurred thereto:

1. Regular, special or emergency meetings of the District Board of Directors.
2. Regular or special meetings of District Board committees, or an advisory body established by the Board of Directors, of which the Board member is a member thereof.
3. Agenda review meeting of President with General Manager as well as other meetings of Board members with the District's General Manager, Legal Counsel or District consultants, as requested by the General Manager.
4. A conference or organized educational activity conducted in compliance with Government Code Section 54952.2(c), including but not limited to ethics training required by Government Code Section 53234 et seq. This includes conferences or educational activities organized by the Association of California Water Agencies (ACWA), the Association of Water Agencies of Ventura County (AWAVC), and the California Special Districts Association (CSDA). It shall also include any other training providers approved in advance by the Board of Directors. AWAVC events

included within this policy are the Water Wise breakfast series, annual Symposium, Elected Official Night and Year-End Report Event; not included are the Annual BBQ or other events of a strictly social nature.

5. Meetings of the board of directors or board committees of governmental or non-governmental entities to which a Board member has been designated by the President, as the District's representative, liaison or alternate. Such designation shall be published at least annually at a District Board meeting. The entities include the Fox Canyon Groundwater Management Agency (FCGMA), Ventura County Local Agency Formation Commission (LAFCO); ~~RiverPark Joint Powers Authority~~; the AWAVC Board of Directors and the AWAVC Water Issues Committee; ~~West Ventura County Business Alliance-Oxnard Chamber of Commerce Water Committee~~; ACWA; CSDA, and GSA. A District Board member who is a designated representative, liaison or alternate to a non-governmental entity, and who will be unable to attend a scheduled meeting, may request or ask the General Manager to designate another Board member to attend the meeting on his behalf, and attendance at the meeting shall be considered a compensable activity for such other Board member.

Additionally, any preparatory meetings the Board member needs with the District's General Manager ahead of Board meetings or Board Committees entities in the paragraph above.

6. At the specific request of the District Board of Directors, Board President, or General Manager, meetings of the board of directors of the Pleasant Valley County Water District (PVCWD), FCGMA, or the Oxnard City Council, or the governing body of any local government entity during which there is discussion of specific matters related to the District.
7. Meetings by designated District Board members or alternates, with board members or executive management of the entities set forth in No. 5 during which there is substantial and substantive discussion of specific matters related to the District.
8. Attendance at public meetings hosted by the District (e.g. Section 10 HCP, Vern Freeman Fish Panel) at which there is a presentation of specific matters related to the District.
9. At the specific request of the District Board of Directors, Board President or General Manager, attendance at meetings with state or federal legislators, or officials of the state or federal administrations (e.g. California Department of Water Resources, U.S. Bureau of Reclamation, etc.), or representatives from other entities during which there is discussion of specific matters related to the District.

All Non-District meetings must be attended in person to receive compensation. Zoom or Teams meetings do not qualify for, unless approved by the President of the Board.

ADMINISTRATION

This policy shall be administered by the General Manager. The key to prompt reimbursement is proper documentation. This includes a clear statement of the business purpose of the trip, a copy of the meeting/conference agenda, and receipts for business expenses.

Expenses rendered for reimbursement shall be itemized and sufficiently described as to the nature and intent of the expense. Expense reports should be prepared on a monthly basis and submitted to the Finance Division on prescribed forms. ~~To receive reimbursement for authorized travel, please submit a "Travel Expense Claim" form to the Finance Division. A separate Travel Expense Claim is to be submitted for each trip taken.~~ Original documents such as receipts or bills for all hotel charges, the last page of the airline ticket showing the itinerary and costs, usually called the "passenger receipt," and receipts for other expenses must be attached to the monthly expense report~~Travel Expense Claim~~ for documentation. Credit card charge slips will not serve as adequate documentation for transportation, room or car rental expense. In the event a receipt is lost please provide a written explanation.

The traveler is required to sign the monthly expense report~~Travel Expense Claim~~ certifying that the amounts included on the report are actual and reasonable.

It is the responsibility of each individual, as well as each person approving the monthly expense report~~Travel Expense Claim~~, to ensure that there is no appearance nor occurrence of extravagant and/or unsupported expenditures for travel. During the review of these reports, any questionable or incomplete reports may be returned to the individual in order to obtain additional approval or documentation to support expenses.

The Chief Financial Officer shall advise the General Manager of any outstanding matters relating to the administration of this policy.

Exceptions to this policy may be authorized by the General Manager for other staff and by the Board Treasurer if the exception applies to the General Manager.

The Chief Financial Officer or his/her designee shall provide overall oversight of the reimbursement of expenses and shall provide a quarterly report to the Board Finance Committee detailing the expenses of the District of at least one hundred dollars (\$100.00) for each individual charge for service or product received. Additionally, in compliance with Government Code §53065.5, by September 30th of each year, the Finance Division will submit a detailed report to the Board's Finance Committee that discloses any reimbursement paid to any one employee or member of the Board by the District within the immediately preceding fiscal year of at least one hundred dollars (\$100.00) for each individual charge for service or product received. The report shall be made available for public inspection at the first meeting of the Board of Directors following the Finance Committee submittal.

For District Board Members:

1. Expense reports of Board members shall be submitted to the General Manager, together with receipts, within a reasonable time after incurring the expense, and shall document that the expenses have been incurred for the types of occurrences (activities) authorized by the Board for reimbursement of such expenses.
2. Members of the Board shall provide brief reports on meetings attended at the District's expense at the next regular meeting of the Board of Directors.
3. All documents relating to expenditures of Board members as set forth herein are public records subject to disclosure under the California Public Records Act.

INVESTMENT POLICY

Effective September 10, 2025

The purpose of this policy is to provide guidelines for the prudent investment of the District's temporarily idle cash, outline policies for maximizing efficiency of the District's cash management system and emphasize the preservation of capital. The ultimate goal is to enhance the economic status of the District while protecting its cash resources.

I. GOVERNING AUTHORITY

The investment program shall be operated in conformance with federal, state, and other legal requirements, including Government Code sections 53600 – 53609.

II. SCOPE

This policy applies to the investment of all funds held directly by the District. Funds held and invested by trustees or fiscal agents are excluded from this policy; however, such funds are subject to the regulations established by the State of California pertaining to investments by local agencies.

1. *Pooling of Funds*

Except for cash in certain restricted and special funds, the District will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

III. GENERAL OBJECTIVES

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

1. *Safety*

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

a. Credit Risk

The District will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by:

- Limiting investments to the types of securities listed in Section VII of this Investment Policy
- Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the District will do business in accordance with Section V
- Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized

b. Interest Rate Risk

The District will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity
- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy (see Section VIII)

2. *Liquidity*

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual funds or local government investment pools which offer same-day liquidity for short-term funds.

3. *Yield*

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal
- A security swap would improve the quality, yield, or target duration in the portfolio
- Liquidity needs of the portfolio require that the security be sold

In an effort to evaluate the performance of the investment activity of the District, as it pertains to this policy, the District's cash management portfolio shall be designed with the objective of regularly meeting or exceeding a performance benchmark, which could be the average return on three-month U.S. Treasury Bills, the California Local Agency Investment Fund (LAIF) or the County of Ventura Investment Pool.

IV. STANDARDS OF CARE

1. *Prudence*

The standard of prudence to be used by investment officials shall be the "prudent person" standard (Civil Code Section 2261, et seq.) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

The "prudent person" standard states that, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

2. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the District.

3. Delegation of Authority

The District's Chief Financial Officer has been authorized to recommend to the General Manager investment transactions on behalf of the District. The disbursement of funds for the placement of individual investments undertaken by these officers will generally be approved in advance by the Finance Committee. If, in the opinion of the Chief Financial Officer and the General Manager, investment opportunities become available that the District should take advantage of before the Finance Committee is able to convene, the Committee will be notified, via ~~email-FAX~~, 24 hours in advance of any disbursement of funds. A full report of the investment decision will be given to the Committee at the next scheduled meeting. In any event, such investment decisions will be within the guidelines set forth in this policy. The District may, upon approval by the Board of Directors utilize an investment management service. Any investment management service used must follow the District's Investment Policy outlined herein and as directed by the Board of Directors.

The Finance Committee shall consist of three members of the Board of Directors (as appointed by the President of the Board), the General Manager or the ~~Assistant Deputy~~ General Manager, and the Chief Financial Officer. The Committee should meet as required to determine general strategies, the existing portfolio and to monitor results. The Committee shall include in its deliberations such topics as portfolio diversification, maturity structure, potential risks to District funds, brokers and dealers, the target rate of return on investments, and any other topics as it may determine or as directed by the Board of Directors. All actions of the Committee shall be reported to the full Board of Directors at the next regular Board meeting.

V. AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS

The District shall transact business only with Federal Deposit Insurance Corporation (F.D.I.C.) insured institutions, and licensed securities dealers as described in Government Code Section 53601.5. In selecting financial institutions for the investment of District funds, the Chief Financial Officer shall consider the creditworthiness of institutions. The Chief Financial Officer shall monitor, from time to time, financial institutions' credit characteristics and financial history throughout the period in which the District's funds are deposited or invested.

~~Investment of all funds held directly by the District should only be invested in The following investment firms and financial institutions that are authorized by United Water Conservation District Board of Directors to hold investments in the above authorized investment media:~~

~~California Pooled Local Agency Investment Fund (LAIF)
Ventura County Investment Pool
Union Bank
Morgan Stanley Dean Witter
Union Banc Investment Services (wholly owned subsidiary of Union Bank of California)
Bank of the West~~

Bond proceeds issued by the District and held by a trustee or fiscal agent are invested in accordance with the statutory provisions governing the issuance of the bonds, indebtedness or lease installment agreement approved by the District.

Changes or additions to the approved list of investment media, institutions and firms may be recommended from time to time by the Chief Financial Officer to the General Manager for presentation to the Board's Finance Committee and then to the full Board of Directors, for approval. When considering additional institutions or firms, priority should be given to firms with local representatives, who have offices within the District boundaries.

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following, as appropriate:

- Audited Financial Statements demonstrating compliance with State and federal capital adequacy guidelines
- Proof of State registration
- Certification of having read and understood and agreeing to comply with the District's Investment Policy
- Evidence of adequate insurance coverage
- Other information as determined necessary by staff or the Board of Directors

An annual review of the financial condition and registration of all qualified financial institutions and broker/dealers will be conducted by the Chief Financial Officer.

VI. INTERNAL CONTROLS

The Chief Financial Officer shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed by the General Manager, the Finance Committee and the independent auditor. The controls shall be designed to prevent losses of public funds arising from fraud, collusion, employee error, misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by District staff.

VII. SUITABLE AND AUTHORIZED INVESTMENTS

1. *Investment Types* (Government Code Section 53601 – Exhibit A)

The following investment media have been approved by United Water Conservation District:

- *Government Investment Pools*
- *U. S. Government Securities* - generally limited to Treasury Bills, Treasury Notes, Bonds or other direct obligations which carry the full faith and credit of the United States Government.
- *U.S. Government Agencies* – generally limited to items issued by a federal agency or a United States government-sponsored enterprise, such agencies include, but are not limited to, the Federal Farm Credit Bank (FFCB), Student Loan Marketing Association (SLMA), and the Federal National Mortgage Association (FNMA) and those issued by the Federal Housing Administration (FHA). The "prudent investor" rule shall apply for a single agency name, as U.S. Government backing is implied rather than guaranteed.
- *Certificates of Deposit (CD)* of domestic banks and savings and loan fully insured by the federal government or collateralized
- *Approved Bank Demand Deposit Accounts*
- *Approved domestic Bank Overnight Sweep Accounts*
- *Money Market Funds* that are rated no less than AAA, AAA or similar rating under any revised rating format by Standard & Poor's or Moody's.

2. *Collateralization*

The District's cash held in its bank demand deposit accounts (including checking accounts and non-negotiable Certificates of Deposit) or bank overnight sweep accounts shall be collateralized by the financial institution with securities having a market value of at least 110% of the amount of deposits.

VIII. INVESTMENT PARAMETERS

1. *Diversification*

The District will diversify its investment portfolio to control the risks of loss resulting from over-concentration of assets in a specific maturity, specific issue or a specific class of securities. Maturities should be staggered to provide for liquidity and stability of income.

- No less than twenty-five percent (25%) of the portfolio should be invested in LAIF or other securities, which can be liquidated on one day's notice.
- No more than one-third (33%) of the District's portfolio shall be held by any single investment firm or institution, or as otherwise limited by Government Code Section 53601. The sole exceptions shall be the State of California Investment Pool (LAIF) or Obligations of the U.S. Government.
- No more than fifteen percent (15%) of the District's temporarily idle cash should be left in the District's general checking account or sweep instruments for more than 5 business days.
- Sufficient funds may be maintained in the District's general checking account to minimize monthly bank charges. The savings in monthly bank charges, over time, should be sufficient to offset the lost investment earnings potential of these excess funds retained in the general checking account. Generally, the State Local Agency Investment Fund and Obligations of the U.S. Government are the most favored investment choices for the District.

2. *Maximum Maturities*

To the extent possible, the District shall attempt to match its investments with anticipated cash flow requirements. Generally, the District's temporarily idle operating cash shall be invested in instruments whose average maturity does not exceed one year, except after review and approval by the Finance Committee, a portion of the District's portfolio may be invested in authorized investment instruments (i.e. securities and/or certificates of deposit) for up to but not to exceed three-years. Investments with maturities exceeding

one year shall be disclosed to the Board of Directors at the next meeting of the entire Board. All District investments are intended to be held to maturity.

IX. REPORTING

The Chief Financial Officer, through the General Manager, will provide the Board of Directors with monthly reports of investments. Such reports will provide at least the following:

- The type of investment, name of issuer, date of maturity, par and dollar amount invested in each security or investment
- The weighted average maturity of the investments
- Any funds, investments, or programs, including loans that are under the management of contracted parties
- The market value as of the date of the report, and the source of this valuation for any security
- A description of the compliance with the statement of investment policy
- A statement denoting the ability of the District to meet its expenditure requirements for the next six months

X. APPROVAL OF INVESTMENT POLICY

This policy may be presented to and reviewed by the Board of Directors on an annual basis in a regularly scheduled Board meeting.

PROCUREMENT POLICY

Effective September 10, 2025

OVERVIEW

This policy is written to document the policies and procedures that shall be followed when purchasing goods or services. All purchases of materials, supplies, equipment and services required by the District shall be made in accordance with the following, and pursuant to applicable provisions of the Government Code. This policy will be reviewed with new members of the Board of Directors and new District Department Heads/Managers as soon as possible after they assume responsibility. This policy shall also be reviewed as part of the annual budgeting process.

OBJECTIVES

- Purchase the best product or service at the most favorable price
- Establish authority, responsibility, accountability for purchasing activity
- Provide an environment of fair competition and impartiality in purchasing process
- Set objective decision-making procedures for District staff to follow when procuring materials or services
- Communicate organization goals/policies as they relate to purchasing

QUOTATIONS FOR GOODS, SERVICES AND EQUIPMENT; PROFESSIONAL SERVICES; PUBLIC WORKS PROJECTS

The District shall invite bid proposals or quotations for goods, services and equipment as required by applicable provisions of California Law. Invitations to bid shall include all information required by law and grant requirements. District personnel shall always use their best judgment in receiving either oral or written quotations. For expenditures over \$50,000, the District shall solicit, if available, two (2) written quotations or bids. Generally, the purchase will be made from the lowest responsible bidder. The District in its sole discretion reserves the right to reject all bids or quotations. In the event bids or quotations are not received or, in the District's sole discretion are unacceptable, the District reserves the right to have the work done by its own forces.

For Federally funded projects the following provisions should be included in the procurement process as applicable and necessary:

- Standards of conduct related to conflicts of interest in accordance with the requirements contained in Title 2 CFR, 220.318(c)(1)
- Federally required provisions per Title 2 CFR, Part 200 including:
 - a) Debarment and Suspension (Section H),
 - b) Byrd Anti-Lobbying and Certification (Section I),
 - c) Clean Air Act and Federal Water Pollution Control Act (Section G)
 - d) Equal Employment Opportunity clause (Section C)

- Solicitation of small and minority business in accordance with Title 2 CFR, Part 200.321 to the standard contact

EXCEPTIONS TO COMPETITIVE BIDDING

Competitive bidding may be waived in the case of an emergency or when:

- The items or services to be furnished are in such short supply that there is no competition.
- The specifications or other restrictions limit the number of prospective suppliers.
- The skill or knowledge of a particular individual is sought.
- Consolidating its procurement with that of another agency or entity constituted for governmental purposes; provided that the commodities or contractual services to be procured have been subjected to competitive bidding by said other agency or entity and documentation of such competitive bidding exists.
- Using on-call services as described in the Engineering Projects Administration Policy.

PROFESSIONAL SERVICES

The District may, in its discretion, but is not required to, utilize a request for proposal process or other formal process for the selection of consultants to provide professional services. Selection of professional services consultants shall be made in the District's sole discretion based on demonstrated competence, professional qualifications and other criteria which the District deems relevant.

PUBLIC WORKS PROJECTS

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

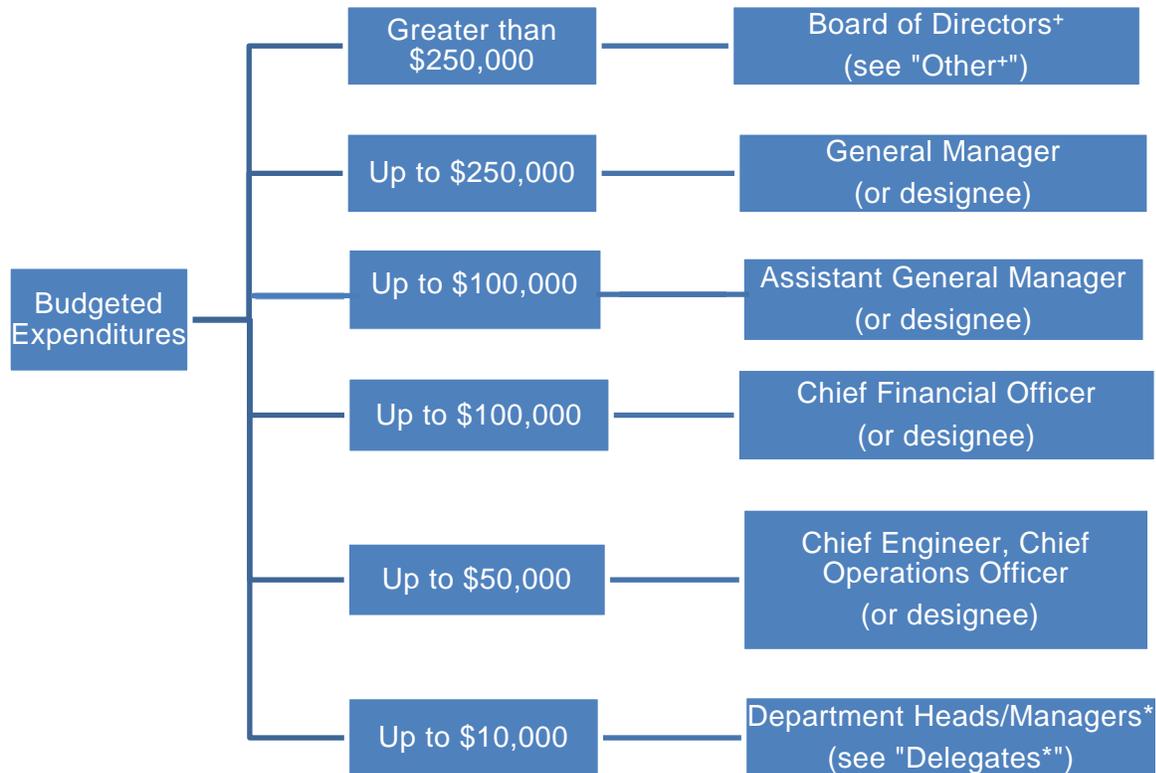
PURCHASING AUTHORITY

The Board of Directors adopts an annual budget, which includes details of all capital items, professional fees for services and all other expenditures. Items referred to hereafter as "budgeted" refer to expenditures that have been appropriated in the adopted budget or approved for expenditure by the Board after the budget is adopted for the current fiscal year.

Authority to approve expenditures and sign contracts shall be determined as shown in the diagrams below. Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the guidelines.

The General Manager and Chief Financial Officer may designate their approval authority in their absence. Designation must be made in writing and a log of designations of authority will be maintained by the Executive Assistant. The General Manager, Assistant General Manager, and other Department Heads/Managers may delegate approval authority to anyone within their department up to \$5,000. A list of delegates and their approval authority level is maintained in the Finance Department.

Figure 1. Purchase Authority Levels for Budgeted Expenditures



A contract amendment that is a budgeted expenditure and relates to an original contract with an amount below the General Manager’s authority may be executed by the General Manager provided that the total amount of the contract and amendment(s) do not exceed the General Manager’s authority. For example, a contract amendment of \$50,000 to a \$200,000 contract may be executed by the General Manager. However, a contract amendment of \$50,000 to a \$210,000 (total contract value of \$260,000) must be approved by the Board.

A contract amendment that is a budgeted expenditure and relates to an original contract with an amount exceeding the General Manger’s authority, may be executed by the General Manager up to his approval level, not exceeding 50% of the original contract amount. For example, a contract amendment to a \$400,000 contract may be made up to \$200,000. Contract amendments for non-budgeted expenditures are subject to the limits set forth in the Appropriations section of the Budget Amendment Policy.

Exceptions to Purchase Authority Levels

Charges over \$250,000 do not need to be approved by the Board if they are related to payroll, State Water (including supplemental water purchases), insurance, utilities, debt service payments, GMA fees, U.S. Geological Survey charges, or regulatory fees for the Santa Felicia Dam. Charges related to payroll are approved during the payroll process. Charges related to all other items in the above list are approved at the department head level.

Authority levels for non-budgeted expenditures are detailed in the Budget Amendment policy.

CREDIT CARDS

The General Manager or their designee may acquire credit cards in the name of the District for use by designated District personnel. The District shall maintain a written log of credit cards. Employees assigned credit cards will sign an acknowledgement form (Exhibit A) agreeing to the limitations of the card use as described below.

Credit cards:

- May be used to charge necessary supplies and equipment, authorized travel, food and lodging for the person in possession of the credit card and any other District employee. Credit cards should only be used for the purchase of supplies and equipment when the vendor does not accept other forms of payment (such as an online vendor) or when the vendor does not extend credit to the District.
- May be used for the purchase of gas, oil, supplies, and repairs for District vehicles.
- May be used to purchase meals.
- May be acquired for vendors (i.e. Home Depot.) with approval by the General Manager.
- May not be used for personal benefit or personal use even when the cardholder reimburses the District.
- May not be issued to members of the Board of Directors. They will be reimbursed according to the District's established Reimbursement Policy.
- Must be returned to the district upon termination or resignation prior to receiving their last paycheck.
- Cannot be used to pay for another credit card.

Misuse of the credit card privilege can result in disciplinary action, including termination.

Receipts for all credit card expenditures must be promptly turned into the Finance Division along with appropriate documentation stating the purpose of the expenditure.

Credit card limits are as follows:

General Manager	\$12,500
Assistant General Manager	\$10,000
Chief Financial Officer	\$ 5,000
Chief Engineer	\$10,000
Chief HR Officer	\$ 5,000
Chief Operations Officer	\$ 5,000
Chief Park Ranger	\$ 5,000
Engineering Manager	\$ 2,000
Environmental Services Manager	\$ 2,000
Travel Card	\$25,000
Water Resources Manager	\$ 2,000
Executive Assistant/Clerk of the Board • Administration	\$ 5,000
Park Ranger IV	\$ 2,000

The travel card is to be used for conference/seminar registration, airline, hotel and car rental costs for the Board of Directors, General Manager, employees or other designated individuals of the District. The card may be used by the Administrative Assistant(s) occasionally to purchase supplies when the vendor does not accept other forms of payment (such as an online vendor). This card is kept in the District headquarters vault.

Supervisors approve credit card charges for all staff and the Chief Financial Officer approves the General Manager's credit card charges.

PURCHASE ORDERS

A purchase order will be created and electronically approved for all expenditures in excess of ~~\$7,500~~~~5,000~~ for which a fixed price is known or can be reasonably estimated prior to receiving the invoice. Purchase orders must be approved electronically by appropriate level of management prior to making the actual purchase or commitment of funds. In the case of purchase orders for amounts over the General Manager's approval limits, the Clerk of the Board will electronically approve the purchase order at the Board level after the item has been approved at a Board meeting.

It is the responsibility of each department manager to verify that the funding amount of the requested purchase is available before authorizing the purchase order.

If a purchase order is required by the vendor, one may be created even if the dollar amount of the product or services falls below ~~\$7,500~~~~5,000~~.

After a purchase order has been approved by the appropriate level of management, only department head approval is required for payment of invoices related to those purchase orders. The invoice may exceed the amount of the purchase order by the lower of 10% or ~~\$7,500~~~~5,000~~. Invoices that exceed the purchase order by more than these levels will require the purchase order to be modified and will require reapproval at the appropriate level of management.

If a purchase order has not been fully utilized by the end of the year, the PO Creator may request that the purchase order be rolled over to the next year to accommodate expenses that come in the next fiscal year. The PO creator must notify the Finance Department and the purchase order will be rolled over. If the Finance Department is not notified, the open purchase order will be closed out at year end. Purchase orders can only be rolled over a maximum of 3 consecutive years.

PETTY CASH FUND

A Petty Cash fund of \$300 will be established for the District ~~headquarters and \$100 at El Rio~~. Expenditures up to \$20 may be made for postage, freight, permit fees, licenses and similar charges, and employee expenses. In each instance a written receipt for payment is required. The Chief Financial Officer or their designee will be responsible for the Petty Cash Fund in the District ~~headquarters and the Chief Water Treatment Officer will be responsible at El Rio~~.

A petty cash fund of ~~\$5~~~~4,000~~ will be established at the Lake Piru Recreation Area for change from cash sales. Each gatehouse staff person will have a change bank of \$100 for point-of-sale cash transactions. Change banks will be reconciled at the end of each shift and signed off by the ranger in charge of supervising gatehouse staff. The Chief Park Ranger is responsible for the petty cash at the Lake Piru Recreation Area.

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".

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 an audit requirement.

REQUIREMENTS FOR PROFESSIONAL SERVICES

The District's standardized agreement for professional services, made available on the District's shared network, should be utilized. Any changes to the standard agreement need to be approved by the General Manager, and if necessary, legal counsel. In cases where the standardized agreement is not used because the contractor has a standard agreement that the District has deemed acceptable any professional services agreement must specify the scope of work, timing of work/term of the contract, indemnification, and hourly rates for the consultants engaged in the work. A request for any change order to the signed agreement must be submitted in writing.

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VEHICLE AND EQUIPMENT REPLACEMENT AND MAINTENANCE/REPAIRS SCHEDULE AND POLICY

Effective September 10, 2025

PURPOSE

Establish guidelines to be used by the District for addition/replacement and maintenance of vehicles and equipment by utilizing acquisition and replacement criteria and purchasing procedures that promote cost effectiveness, employee safety and environmental benefits. The guidelines set are based on criteria that allow employees to perform their assigned work and minimize "down time" due to frequent or regular major repairs and maintenance resulting from declining conditions of District vehicles and equipment due to age, mileage, hours of operation, wear and tear, etc. While vehicle and equipment appearance/condition should not be a primary decision criterion it can be used in some circumstances that are clearly documented and reviewed by the Board.

ACQUISITION OF VEHICLES/EQUIPMENT

All vehicle/equipment acquisitions must be approved by the Board of Directors either through the annual budget process or through a supplemental budget appropriation request if the funds were not allocated previously. For non-replacement vehicle/equipment purchases, the justification must include why the new acquisition is needed, how it will be used and how it will help the District meet its mission objectives. If the vehicle was approved in the budget adoption process, staff must get the Board's approval prior to making the actual expenditure. Acquisitions of replacement vehicles/equipment must meet certain mileage, age, or usage criteria as identified below:

Vehicle/Equipment Replacement Criteria

Full Ton/3/4 Ton	120,000 miles or 1 0 2 years
Small Truck	120,000 miles or 1 0 2 years
Sedan/SUV	100,000 miles or 1 0 2 years
Scraper	7,000 hours or 18 years
Bulldozer	7,000 hours or 20 years
Backhoe	7,000 hours or 20 years
Grader	8,500 hours or 25 years
Frontload Tractor	7,000 hours or 20 years
Dump Truck	100,000 miles or 20 years
Water Truck	100,000 miles or 20 years

Even when a vehicle meets the replacement criteria above, managers should evaluate the vehicle operation performance. If the vehicle is sound and in good working condition, runs satisfactorily and the continued operation of the vehicle is cost effective, the vehicle should be retained.

Vehicles/equipment that does not meet the replacement criteria may be considered for early replacement if it can be shown that it is not cost effective to continue operating and

maintaining the unit (excessive maintenance costs and the vehicles/equipment down-time for maintenance is disruptive to the District's operations) or its specifications no longer meet the requirements of the job it was purchased to perform. Approval by the Board of Directors is required for early replacement. Lease options will only be considered for large equipment.

Purchasing the Vehicle/Equipment – In purchasing a new vehicle/equipment staff will:

- Purchase through the State, if time allows, and it is cost effective and price competitive.
- Prepare vehicle/equipment specifications and secure at least two price quotes unless available only through a sole vendor, with appropriate justification.

Purchasing Used Vehicles/Equipment

Department Managers may authorize the purchase of a used vehicle if they can justify that it is in the District's best interest and cost effective. When purchasing a used vehicle/equipment manager will:

- Provide a complete justification and description of vehicle/equipment (year, mileage, condition etc.).
- Estimated remaining life of used vehicle/equipment.
- Price quote and seller information.

Standardization of Vehicles/Equipment

- Department managers are responsible for final determination of the types of vehicles/equipment and specifications needed to perform the necessary operations.
- All District vehicles will be white except those assigned to management employees (General Manager will have final approval).
- Department managers will determine whether vehicle/equipment should be powered by diesel, gasoline or alternative fuel options. Diesel is preferred for heavy equipment.
- Full-ton or $\frac{3}{4}$ ton pick-ups only should be purchased - no $\frac{1}{2}$ ton pick-ups due to the frequent need to tow other equipment. Light duty trucks are preferred for certain positions such as technicians and will only be purchased on recommendation by the department manager.

Disposing of Vehicles/Equipment – Refer to the District's "Disposition of Surplus Assets Policy".

Spare vehicles/equipment

Upon recommendation by the appropriate department manager, the number of spare vehicles/equipment will be based on the benefit they provide versus the cost of their maintenance. Retaining vehicles/equipment as spares must be approved by the General Manager. Spare vehicles/equipment provide back-ups while repairs are being made or for seasonal workers, as necessary. Unless otherwise approved, all replaced vehicles/equipment must be disposed of according to the District's "Disposition of Surplus Assets Policy", within a 12-month timeline of being replaced.

MAINTANANCE OF VEHICLES/EQUIPMENT

- Preventative Maintenance (PM) and major repairs of all District vehicles/equipment is the responsibility of the employee assigned the vehicle/equipment. If not assigned, the appropriate supervisor will be responsible to ensure proper preventative maintenance is done.
- Each employee/supervisor with vehicle/equipment assignments will maintain and keep up to date a complete log in the vehicle/equipment of all maintenance or repairs performed (including date and mileage) and the associated costs. Supervisors will maintain a centralized log of all preventative maintenance and repairs and review this log on monthly basis to ensure timely PM and early detection of problems.
- Preventative Maintenance (i.e. oil and oil filter changes, tire pressure and other fluids checked/filled as necessary, etc.) should be performed every 3,000-5,000 miles depending on usage (frequent stopping and starting, excessive dust and towing or use of regular oil would indicate a need to perform PM at the 3,000 mile mark. 5,000 mile interval PM can be done if synthetic oil is used).
- ~~Preventative maintenance may be done in the District's El Rio shop, if approved by supervisor or at "quick-stop" oil change establishments. Major repairs or warranty work must be done at an appropriate dealership/shop.~~
- Owner's Manual suggested servicing schedule should be followed to ensure proper maintenance of all vehicles/equipment.

The General Manager is authorized to deviate from this policy when doing so is cost effective, furthers the District mission objectives and is consistent with the intent and purpose of this policy.

VERIFICATION OF GROUNDWATER PRODUCTION STATEMENT

Effective September 10, 2025

Pursuant to Water Code section 75611 each operator of a water-producing facility within the District boundaries, unless permanently abandoned under Water Code section 75614, shall file with the District on or before the 31st day of January and on or before the 31st day of July in each year, a statement setting forth the total production in acre-feet of water for the preceding six-month period. In order to verify the reported production amount, the District's Finance Division requires each statement to include a current photograph of the meter for each listed water-producing facility in the statement. Photographs may be mailed along with the groundwater production statement to the District office at 1701 N. Lombard St., Suite 200, Oxnard, CA 93030 or may be emailed to gwreporting@unitedwater.org. For identification purposes, either the account number or the well number must be included in the subject line of the email.

In the event a statement is submitted without the required photograph, the Finance Division will send the operator a request for a photograph no later than 30 days following the date the report is submitted and a 10% penalty will be assessed. The operator will have 30 days after the request is mailed to provide the District with a current photograph. Failure to provide a photograph within 30 days after a mailed request by the District shall constitute sufficient grounds to warrant a District inspection of each water producing facility listed in the statement pursuant to the procedures set forth in Water Code section 75634.5. Alternatively, the failure of an operator to provide the required photograph with a production statement shall constitute sufficient probable cause to permit the District to cause an investigation and report, and to fix the amount of water production pursuant to Water Code section 75619.

Please note that United will no longer accept electric bill/meter reports or crop factor reports after June 30, 2026. Only meter photos and domestic use calculations will be accepted as proof of usage. Failure to use an accepted reporting method will result in a 10% penalty.

SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (GASB 96) POLICY

Effective September 10, 2025

OBJECTIVE/PURPOSE

- To ensure that United Water Conservation District (“District”) accounts for and reports Subscription-Based Information Technology Arrangements (SBITAs) in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) Statement No. 96.
- To identify and properly recognize the subscription asset and subscription liability arising from SBITAs.
- To implement consistent procedures for capitalization, amortization, and disclosure of SBITAs in the District’s financial statements.

GENERAL GUIDELINES

- All SBITAs must comply with the District’s procurement policy and budget authorization procedures.
- An SBITA is defined as a contract that conveys control of the right to use another party’s IT software, alone or in combination with tangible capital assets, for a period of time in an exchange or exchange-like transaction.
- The District will evaluate each arrangement to determine if it meets the definition of an SBITA under GASB 96.
- SBITAs are recorded as intangible assets with an associated subscription liability at the commencement of the subscription term.
- Subscription assets are amortized using the straight-line method over the subscription term, including any optional renewal periods reasonably certain to be exercised.
- The subscription term begins when the District obtains control of the right to use the underlying IT asset, not when the contract is signed.

CAPITALIZATION THRESHOLD

- SBITAs are capitalized when the present value of the subscription payments (including fixed and variable payments that are fixed in substance) equals or exceeds \$7,500 and the subscription term is two years or more.
- Short-term SBITAs (12 months or less, including any renewal options) are not capitalized and are expensed in the period incurred.

MEASUREMENT

- At commencement, the District will measure the subscription liability at the present value of subscription payments expected to be made during the subscription term, discounted using the District’s incremental borrowing rate or the interest rate implicit in the contract, if known.

- The subscription asset will be measured as:
 - The initial amount of the subscription liability
 - Plus any payments made to the vendor before the commencement of the subscription term
 - Plus capitalizable implementation costs incurred before commencement
 - Less any incentives received from the vendor

IMPLEMENTATION COSTS

- Implementation costs incurred before the commencement of the subscription term are capitalized as part of the subscription asset.
- Implementation costs incurred during the subscription term may be capitalized only if they improve the asset's functionality and are directly attributable to preparing the asset for use.
- Post-implementation or training costs are expensed as incurred.

AMORTIZATION

- The subscription asset is amortized over the subscription term using the straight-line method beginning the month following the commencement of the subscription term.
- Amortization expense is reported in the District's financial statements as part of operating expenses.

REVIEW AND MONITORING

- All active SBITAs are reviewed annually for:
 - Modifications that affect the subscription term or payments
 - Early terminations
 - Renewal or cancellation decisions
- Changes resulting in remeasurement of the subscription liability are updated in the financial records accordingly.



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: August 20, 2025 (September 10, 2025, meeting)

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

Staff Recommendation:

Review this summary report from the Operations and Maintenance Department of its activities for July 2025 as well as receive a verbal presentation of its highlights.

1. Major Facilities Update

- **Santa Felicia Dam**
 - On July 1, 2025, the lake level was 1017.0' and on July 31, 2025, the lake level decreased to 1015.95' due to Habitat Flows, reduced inflows, and evaporation caused by warmer weather.
 - Santa Felicia Dam (SFD) release flows consistently remained at 7+ cubic feet per second throughout July due to Habitat Flow requirements.
 - SFD's monthly inspection is ongoing for the Month of August.
 - On June 17, 2025, Santa Felicia Dam staff hosted the Division of Safety of Dams (DSOD) for their annual inspection, which included a comprehensive review of dam structures, operations, and maintenance activities.
 - SFD's staff assisted with the installation and upgrade of a new siren system at the North Piru Spreading Grounds, supporting ongoing improvements to site safety and emergency communication infrastructure.
 - On July 15, 2025, SFD staff utilized an air contractor's drone to conduct herbicide applications at key locations, including the upstream dam face, the west side of the spillway, and the spillway chute. This effort supports vegetation management, satisfies Federal Energy Regulatory Commission (FERC) requirements, and ongoing facility maintenance.
 - On August 6, 2025, SFD staff hosted FERC for the annual dam inspection. The visit included a comprehensive review of dam structures, operations, and maintenance practices.

4.1 Operations and Maintenance Department Monthly Report Information Item

- The Canyon Fire began on August 7, 2025, at 1:25 p.m. and remained active for seven days, reaching 100% containment on August 14, 2025, at 5:52 a.m. SFD staff played a critical role in supporting response efforts by providing site access, staging areas, and operational guidance to fire crews throughout the incident.
- **Freeman Diversion, Saticoy, and El Rio Recharge Facilities**
 - Various clean-up activities such as access road maintenance, pond discing, the painting of various equipment at the Freeman Diversion, and trash collection in and around the Saticoy facility and the Freeman Diversion.
 - Tours continue at the Freeman Diversion.
 - On July 10, 2025, Saticoy staff completed discing of the Saticoy Spreading Grounds. This work supports weed abatement efforts while enhancing groundwater recharge rates within the ponds.
 - Slater Waterproofing completed concrete repairs on the downstream side of the Freeman Flush Channel on August 1, 2025. The project was completed in one week and addressed structural maintenance needs to ensure the continued functionality of the channel.
 - On August 11, 2025, Saticoy staff performed annual Headbay maintenance at the Freeman Diversion. Work included inspection and repairs of the fish screens and associated components. This maintenance was completed in preparation for the 2025 Conservation Release and the 2025–2026 storm season.
 - Saticoy staff utilized rental heavy equipment to perform and complete pond scraping on Ponds M, D, and H. The work enhances groundwater recharge rates and provides valuable training opportunities in heavy equipment operation for Operations and Maintenance staff.
 - Static water levels (distance to water - from the well pad to the water table):

Facility	2025*	2024	2023
Saticoy	66'	37'	25'
El Rio	72'	64'	74'
PTP	61' - 102'	56' - 100'	27' - 95'

** Static groundwater levels are typically recorded in the last week of the month.
This table represents data in the months of June and July.*

- **Oxnard Hueneme (OH) Delivery System**
 - Isolated UWCD water supply for Saviers Rd. Mutual Water Co., PHWA and City of Oxnard maintenance projects.
 - Replaced defective backpressure valve inside El Rio ammonia injection vault.
 - Assisted the Control Systems team in isolating OH Well 15 after multiple electrical component failures.

4.1 Operations and Maintenance Department Monthly Report Information Item

- El Rio operators worked with Engineering to develop customer backflow testing report forms as part of the new SWRCB-DDW Cross-Connection Program.
- Made repairs to El Rio Gas Eng. 1 pump drain line.
- El Rio operators worked in conjunction with D&H Water Technology technicians to perform annual services on CL2 injection equipment.

- **Pleasant Valley County Water District (PVCWD)**
 - Demand was met with UWCD surface water and Saticoy well supply.
 - Participated in meetings related to the construction of a new Costco store near the PV 54" water pipeline.

- **Pumping Trough Pipeline (PTP)**
 - Performed preventative maintenance service on the valve for PTP Reservoir pressure relief station.
 - Conducted sand testing and motor vibration monitoring at all five PTP well sites.
 - Marked PTP locations, near PTP 4 well, related to new Rice Ave. Bridge project.

- **Control Systems**
 - Completed Phase 1 of El Rio Network Upgrade.
 - Deployment of Win-911 host on a separate physical backup system.
 - Met with the California Energy Commission to discuss opportunities to reduce the District's energy consumption and carbon footprint.
 - Attended EPA's Cybersecurity 102 course.
 - Supported Wes Richardson with Cybersecurity Grant Funding and Cybersecurity best practices.
 - Introduction to Control Systems Cross-training with IT intern staff.
 - Troubleshooting of OH VFD due to PLC fault.
 - Participated in Dam Siren Upgrade installation.
 - Added Freeman Smolt Bypass Gate operation to SCADA.
 - Fiber optic cable upgrade between VFD and CL2 to allow 10Gbps traffic flow.
 - Deployed the first OPTO22 controller at Freeman for Smolt Bypass Control.

- **Lake Piru Water Treatment Plant**
 - All the chlorine residuals and turbidity readings for the Lake Piru Water Treatment Plant (LPWTP) were within proper ranges in the month of July.
 - Monthly pH, turbidity, and coliform samples were obtained from the treatment plant as part of the Long-Term 2 Enhanced Surface Water Treatment Rule compliance monitoring. The results were favorable, with another passing grade.
 - On August 13, 2025, the Santa Felicia Dam crew conducted inspection and maintenance of the media vessels at the Lake Piru Water Treatment Plant

4.1 Operations and Maintenance Department Monthly Report Information Item

(LPWTP). Work included inspection of vessel system components, removal of old filter media using El Rio's vacuum trailer, installation of new media, and replacement of worn or damaged parts. Upon completion, conditions within the vessels were deemed satisfactory.

2. Operations and Maintenance Treatment Compliance Projects Update

- Obtained quarterly photos for quarterly FCGMA file updates.
- Completed and emailed monthly El Rio Surface Water Treatment Rule Report to DDW.
- Completed monthly inspection of OH Clear Wells.
- Completed and emailed monthly DDW Safer Clearinghouse - drought resilience report to SWRCB.
- Obtained miscellaneous water quality samples from OH and PTP water systems.
- Performed maintenance flush of OH Pipeline at blow-off near CBC Naval Base Port Hueneme.
- Completed and emailed quarterly NPDES report to Los Angeles Regional Water Quality Control Board office.
- Logged CL2 residuals from grab samples taken at miscellaneous surface water delivery locations.

3. Safety and Training

- 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.

Attachments:

Operation Logs for June and July

OPERATIONS LOG v 10/7/21

DATE	SANTA FELICIA DAM								FREEMAN DIVERSION**					RECHARGE				IRRIGATION					O-H					
	SFD El.	Stor.	Surface	Evap.	Inflow Balance	Outflow USGS	Hydro	Rain 106E	River	Diverted	Fish*** Facility	Bypass Channel	Crest	El Rio	Saticoy Facility		Noble/Rose	Piru	T.I.D.	P.T.P.	PVCWD		L.P.	Saticoy Wells	Total	Cl2		
	Ft.	A/F	Acres	Inches	Av. CFS	Av. CFS	Kw	Inches	Av. CFS	Av. CFS	Av. CFS	Av. CFS	Av. CFS	Av. CFS	Misc CFS†	Weir CFS	Av. CFS	Av. CFS	A/F	A/F	A/F	%	A/F	A/F	A/F	Lbs.		
A/F*		40868			12,990	24,551		10.415	69,313	39,655	18,349	3,970		18,599	14541		5033	0.0	7,954	2,568	4,407		0.0	1,439	8,300	64,965		
7/1/25	1016.89	40841	875	0.343	0	7.53	0	0.00	27	19	7.6	0	0	0	5	0	0	0.0	28.4	11.5	16.9	0.45	0.0	0.0	30.0	239		
7/2/25	1016.84	40798	875	0.362	-8	7.53	0	0.00	25	18	7.6	0	0	0	6	0	0	0.0	24.3	12.1	12.2	0.35	0.0	0.0	31.9	322		
7/3/25	1016.79	40754	874	0.318	-9	7.53	0	0.00	24	16	7.6	0	0	0	5	0	0	0.0	22.5	5.3	17.2	0.54	0.0	0.0	31.1	342		
7/4/25	1016.77	40736	874	0.299	4	7.53	0	0.00	23	16	7.6	0	0	0	5	0	0	0.0	20.5	3.4	17.1	0.55	0.0	0.0	31.0	350		
7/5/25	1016.74	40710	874	0.291	0	7.53	0	0.00	27	20	7.6	0	0	0	8	0	0	0.0	23.4	3.4	20.0	0.52	0.0	0.0	28.3	263		
7/6/25	1016.71	40684	874	0.300	0	7.53	0	0.00	26	18	7.6	0	0	0	5	0	0	0.0	25.7	4.6	21.1	0.60	0.0	0.0	26.4	212		
7/7/25	1016.68	40658	874	0.311	0	7.53	0	0.00	30	22	7.6	0	0	0	7	0	0	0.0	29.3	1.4	27.9	0.64	0.0	0.0	31.4	336		
7/8/25	1016.64	40623	873	0.292	-5	7.53	0	0.00	25	18	7.6	0	0	0	4	0	0	0.0	26.4	5.9	20.5	0.59	0.0	0.0	30.4	343		
7/9/25	1016.60	40588	873	0.346	-4	7.52	0	0.00	23	16	7.6	0	0	0	6	1.16	0	0.0	17.1	5.0	12.2	0.39	0.0	0.0	31.8	321		
7/10/25	1016.57	40561	873	0.340	0	7.52	0	0.00	22	14	7.6	0	0	0	6	0	0	0.0	15.7	2.0	13.7	0.49	0.0	0.0	30.0	255		
7/11/25	1016.53	40527	873	0.344	-3	7.52	0	0.00	20	12	8.4	0	0	0	6	0	0	0.0	11.9	3.4	8.5	0.36	0.0	0.0	30.9	242		
7/12/25	1016.49	40492	873	0.311	-4	7.52	0	0.00	21	14	7.9	0	0	0	7	0	0	0.0	12.4	0.6	11.8	0.44	0.0	0.0	29.2	215		
7/13/25	1016.46	40465	872	0.280	-1	7.52	0	0.00	25	17	7.9	0	0	0	8	0	0	0.0	16.8	2.6	14.2	0.43	0.0	0.0	31.1	166		
7/14/25	1016.43	40439	872	0.281	0	7.52	0	0.00	26	17	8.5	0	0	0	5	0	0	0.0	24.1	0.4	23.7	0.70	0.0	0.0	31.1	327		
7/15/25	1016.40	40413	872	0.291	0	7.52	0	0.00	25	15	9.6	0	0	0	7	0	0	0.0	15.7	5.5	10.2	0.34	0.0	0.0	30.1	302		
7/16/25	1016.37	40387	872	0.261	-1	7.52	0	0.00	22	14	7.7	0	0	0	5	0	0	0.0	18.4	2.0	16.4	0.58	0.0	0.6	33.3	324		
7/17/25	1016.34	40361	872	0.282	0	7.52	0	0.00	21	13	7.6	0	0	0.25	7	0	0	0.0	20.8	5.1	15.7	0.61	0.0	8.7	31.5	253		
7/18/25	1016.31	40335	872	0.304	0	7.52	0	0.00	20	12	8.3	0	0	0	6	0	0	0.0	29.7	4.4	25.3	1.08	0.0	17.2	31.8	219		
7/19/25	1016.27	40300	871	0.330	-4	7.51	0	0.00	22	14	8.8	0	0	0	10	0	0	0.0	24.7	5.0	19.8	0.74	0.0	17.1	31.3	231		
7/20/25	1016.23	40265	871	0.302	-5	7.51	0	0.00	25	17	8.1	0	0	0.3	9	0	0	0.0	31.2	4.6	26.6	0.80	0.0	17.1	26.8	192		
7/21/25	1016.21	40247	871	0.256	3	7.51	0	0.00	27	20	7.1	0	0	20.79	2	0	0	0.0	9.9	10.7	-0.8	-0.02	0.0	16.7	31.4	256		
7/22/25	1016.17	40212	871	0.270	-5	7.51	0	0.00	24	17	6.9	0	0	19.58	-10	0	0	0.0	31.2	5.1	26.1	0.78	0.0	16.9	35.1	340		
7/23/25	1016.14	40186	871	0.194	-2	7.51	0	0.00	22	15	6.9	0	0	0	3	0	0	0.0	41.5	3.8	37.7	1.25	0.0	16.9	39.0	294		
7/24/25	1016.11	40160	871	0.302	0	7.51	0	0.00	21	14	7.4	0	0	10.63	-2	0	0	0.0	26.8	5.1	21.7	0.79	0.0	16.9	36.5	301		
7/25/25	1016.01	40073	870	0.296	-31	7.51	0	0.00	20	12	7.8	0	0	0	3	0	0	0.0	34.5	0.4	34.1	1.41	0.0	16.9	35.4	269		
7/26/25	1016.04	40099	870	0.288	26	7.51	0	0.00	20	13	7.4	0	0	0	6	0	0	0.0	29.6	8.9	20.7	0.81	0.0	16.9	30.7	223		
7/27/25	1016.00	40064	870	0.256	-5	7.5	0	0.00	24	16	7.4	0	0	0	10	0	0	0.0	28.0	6.9	21.1	0.66	0.0	16.9	27.2	206		
7/28/25	1015.96	40030	870	0.284	-4	7.5	0	0.00	24	16	7.6	0	0	14.91	-4	0	0	0.0	26.4	7.5	18.9	0.58	0.0	15.4	32.3	333		
7/29/25	1015.93	40003	869	0.280	-1	7.5	0	0.00	21	15	6.4	0	0	0	2	0	0	0.0	42.6	2.8	39.8	1.38	0.0	16.8	31.8	335		
7/30/25	1015.91	39986	869	0.340	5	7.5	0	0.00	20	14	5.9	0	0	0	6	0	0	0.0	32.8	7.3	25.5	0.89	0.0	16.8	32.9	340		
7/31/25	1015.87	39951	869	0.313	-4	7.5	0	0.00	20	13	7	0	0	0	5	0	0	0.0	31.5	0.6	30.9	1.22	0.0	16.8	37.3	282		
TOTAL CFS					-60	233		0.00	720	484	237	0	0	66	149	1	0	0.0										
AVERAGE CFS					-2	8			23	16	8	0	0	2	5	0	0	0.0										
TOTAL A/F					-119	461			1426	958	468	0	0	132	295	2	0	0.0	774	147	627		0	244.6	979	8633		
MONTHLY REVENUE TO DATE (approx.)																												
AVERAGE A/F					-4	15			46	31	15	0	0	4	10	0	0	0.0	25	5	20	68%	0	7.9	32	278		
WATER YEAR TOTALS A/F					12,871	25,013		10.42	70,740	40,613	18,818	3,970	0	18,731	14,838		5,033	0.0	8,728	2,715	5,034		0	1,684	9,279	73,598		
* Input total A/F previous month																												
** Daily averages imported from Ranch Systems																												
***Fish facility flows include Denil fishladder, aux pipe and smolt bypass pipe																												
† Includes Ponds A, C, E, and I overflows, temporary storage in the desilting basin and Pond B, JLB diversions, losses between meters. Negatives mean prior storage from pond B or desilting basin is discharging to other metered sources.																												



STAFF REPORT

To: UWCD Board of Directors

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

From: Bernard Riedel, Jr., Senior Park Ranger

Date: August 25, 2025 (September 10, 2025, meeting)

Agenda Item: 4.2 Recreation Department Monthly Report
Information Item

Staff Recommendation:

Review this monthly report from the Recreation Department as well as receive a verbal presentation of its highlights for June and July 2025.

Discussion:

June and July are two of the busiest months at the Lake Piru Recreation Area (LPRA). In June, LPRA took possession of three 20-foot pontoon boats that were made available to rent on July 3, 2025. As of the date of this report, the LPRA is awaiting delivery of four 16-foot aluminum v-hull fishing boats.

Starting in July, landscaping maintenance duties at the LPRA were taken over in-house in order to better direct resources to prioritized areas.

Staff Tasks and Activity Highlights

- **July 31:** Park Rangers Groeneveld and Reynoso attended the 2025 World Ranger Day Conference in Morro Bay, California.

Staff Training/Meetings/Events

- **June 3-4:** Rangers participated in personal watercraft (PWC) training instructed by members of the Coast Guard auxiliary. Rangers were taught how to use the district owned patrol PWC as another tool for patrolling Lake Piru, helping ensure the safety of visitors.
- **June 10:** Rangers participated in Narcan training provided by Ventura County EMS.
- **June 21:** Ranger staff hosted a Ranger Talk featuring Friends of Condors.
- **June 24:** Ranger staff hosted a fireside talk, nature walk, and fishing clinic for an organization that brings groups of inner-city youth to enjoy outdoor experiences.

4.2 Recreation Department Monthly Report Information Item

- **July 16-17:** Ranger staff led a nature walk and hosted a fishing clinic for youth from the Tataviam tribe.
- **Various dates:** LPRA hosted fishing tournaments hosted by National Bass West and California Bass Contenders.
- **Various dates:** Ranger staff hosted several Ranger Talks featuring guests such as John Lindquist (United Water), Friends of Condors, and Dr. Kimo Morris, professor of biology at Santa Ana college and diver contracted to study the invasive mussels in Lake Piru.
- **Various dates:** LPRA hosted Howl at the moon nighttime fishing events.
- **Various dates:** Rangers hosted family fishing clinics in collaboration with Reel Guppy outdoors, a nonprofit based in Port Hueneme that provides fishing supplies and teaches families how to fish as well as the importance of protecting our environment.
- **Various dates:** Rangers completed training in case law, law enforcement policies and procedures, from District vendor Lexipol.
- **Various dates:** Rangers completed safety training from District vendor Target Solutions.

2025 Day Use/Other Revenue Recap and Comparison	
2025 Day Use/Other Revenue (Jan 1 – July 31)	\$359,108
2025 Boat Rental Revenue (Jan 1 – July 31)	\$15,706
2024 Day Use/Other Revenue (Jan 1 – July 31)	\$365,928
Total Revenue Increase/Decrease from Prior Year	\$-6,820
Annual Increase/Decrease %	1.8%
2025 Camping Revenue Recap and Comparison	
2025 Camping Revenue (Jan 1 – July 31)	\$432,631
2024 Camping Revenue (Jan 1 – July 31)	\$422,797
Total Revenue Increase/Decrease from Prior Year	\$9,834
Annual Increase/Decrease in %	2.3%
Total Combined Revenue Current and Previous Year Comparison (2025 vs. 2024)	
2025 All Revenue (Jan 1 – July 31)	\$791,739
2024 All Revenue (Jan 1 – July 31)	\$788,725
Total Revenue Increase from Prior Year	\$3,014
Annual Increase/Decrease in %	0.4%

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

4.2 Recreation Department Monthly Report Information Item

2025 Total Visitation Figures				
Month	# People	# Vehicles	# Vessels	Pets
January	1,952	649	76	3
February	3,203	1,141	189	12
March	5,958	3,526	763	22
April	8,906	2,823	618	22
May	12,266	3,563	651	8
June	14,366	4,083	916	12
July	19,565	4,873	930	11
Total	66,216	20,658	4,143	90

Incidents

- **June 30:** Park Rangers investigated a single vehicle, non-injury accident near the entrance of Group Camp #1. The owner had the vehicle towed the following morning. No further incident.
- **July 5:** Rangers responded to a physical altercation between two boaters. Ventura County Sheriff's Office, already present at the LPRA for the holiday, responded to the incident, investigated, and placed one of the individuals under arrest.

Citations/Enforcement Summary

- No citations were issued. It should be noted that Ranger staff issued verbal warnings for violations of District ordinances and state laws.

Grants

- Nothing to report.



STAFF REPORT

To: UWCD Board of Directors

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

From: Dr. Jason Sun, Supervisory Water Resources Engineer
Dr. Bram Sercu, Water Resources Supervisor

Date: August 27, 2025 (September 10, 2025, meeting)

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

Staff Recommendation:

Receive a report on Water Resources Department activities for the months of July and August of 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 [FCGMA], Fillmore and Piru Basins Groundwater Sustainability Agency [FPBGSA], and Mound Basin Groundwater Sustainability Agency [MBGSA]).

Discussion:

Staff Activities

Notable activities conducted by staff during the month included the following:

- Groundwater Modeling:
 - Staff reviewed and processed the dataset from 2020 to 2023 for incorporation into the FPGSA groundwater model.
 - Staff updated the groundwater model for the FPGSA and are currently re-calibrating the model.
 - Staff ran model scenarios to evaluate the benefits of the District's conjunctive use programs.
 - Staff ran model scenarios to evaluate the benefits of the District's projects to achieve sustainability.
 - Staff provided technical support related to the OPV adjudication.
 - Staff are working on historical flow budgets for MBGSA.

4.3 Water Resources Department Monthly Report and Update on Activities of Local Groundwater Sustainability Agencies Information Item

- Hydrology:
 - Staff continued to assist with the modified fish passage and Freeman Diversion system.
 - Staff evaluated data for and participated in the PTP evaluation work group.
 - Staff evaluated and planned supplemental SWP purchases.
 - Staff performed field measurements for the calibration of flow meters at the Freeman Diversion and to monitor hydrological conditions in the watershed.
 - Staff performed field infiltration measurements and data evaluation to support nuisance runoff management for the SFD SIP, as part of construction planning and preparation.
 - Staff developed a plan for the 2025 conservation release.
 - Staff interviewed candidates for the Hydrologist or Sr. Hydrologist positions.
- Hydrogeology:
 - Staff have reviewed and provided input on concepts proposed to the FCGMA by Calleguas MWD and the Cities of Oxnard and Ventura that could support future expansion of groundwater storage and conjunctive-use projects in the Oxnard and Pleasant Valley basins.
 - 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:
 - Selecting and ordering transducers and dataloggers for new monitoring wells
 - Meeting with NBVC personnel
 - Preparing reimbursement requests for SWRCB Prop 1 Grant
 - Staff continued supporting the first 5-Year GSP Update effort in the Fillmore and Piru Basins by preparing data for updated model input and developing and implementing a work plan for interconnected surface-water data gaps.
 - Staff continued analyzing and quantifying the basin wide benefits of United's conjunctive-use and recharge efforts.
 - Staff evaluated benefits of District sustainability projects on groundwater basins
 - Staff continued soliciting comments on United's proposed revisions to the FCGMA's OPV Allocation Plan.
 - 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).

4.3 **Water Resources Department Monthly Report and Update on Activities of Local Groundwater Sustainability Agencies** **Information Item**

- Staff continued developing plans to update United's Database Management System across departments, organized and participated in meetings with consultant and department SMEs.
- Staff reviewed and evaluated groundwater sampling methods.
- 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 began preparing the Santa Paula Basin (adjudicated) annual report for CY and WY 2024.
- Staff provided technical information as needed to support various efforts by the District's legal counsel.
- Outreach and Education
 - Staff participated in the STEAM Day education event in Santa Paula on July 11
 - Staff provided a tour of the El Rio and Saticoy facilities to the Ventura County Taxpayers Association on July 16
 - Staff prepared exhibit display materials and participated in the Ventura County Fair.
 - Staff participated in the National Night Out in Oxnard East Village Park on August 5.
 - Staff presented an update on UWCD operations, hydrology and basin conditions at the Fillmore City Council meeting on August 12.
 - Staff presented an update on District-wide challenges and solutions at the UC ANR Irrigation and Nutrient Management Workshop on August 21.

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 discuss 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 special Board meeting on August 22, which included the following notable agenda topics:

- Closed session discussion on existing litigation OPV coalition et al v. FCGMA

4.3 Water Resources Department Monthly Report and Update on Activities of Local Groundwater Sustainability Agencies Information Item

The FCGMA held regular Board meetings on July 23 and August 27, which included the following notable agenda topics:

- John Demers, the new FCGMA executive officer started on August 11 and introduced himself to the Board on August 27.
- The Board discussed the need for staff to prioritize updates to the database agreed to direct the EO to prioritize database development.
- The Board received a presentation from Agency staff on the Agency administration of the DWR SGMA grant award. Dr. Maryam Bral provided a public comment thanking the FCGMA for support.
- The Board adopted the FY 2025-2026 FCGMA budget, including a reduction of the sustainability fee by \$5. The Board adopted Resolution No. 2025-06 directing Agency staff to collect \$24 per acre-foot (AF) of groundwater extracted for the FY 2025-26, WY 2026 sustainability fee.
- The Board adopted Resolution No. 2025-04 cancelling the fourth installment of the Las Posas Valley Watermaster Basin Assessment for WY 2024, FY 2025-26.
- The Board adopted Resolution No. 2025-05 approving a Basin Assessment of \$60 per acre-foot of Annual Allocation for Water Right Holders in the Las Posas Valley for WY 2025.
- The Board directed Agency staff that Watermaster should prepare and execute a contract with the Landowner representative to the Calleguas Municipal Water District Aquifer Storage and Recovery Project Study Group.

The next regular Board meeting is scheduled for September 24.

Committee meetings – The FCGMA held an Operations Committee meeting on August 4 which included the following notable agenda topics:

- The Committee received a presentation on a groundwater banking framework led by City of Oxnard. The Committee discussed the timing of the storage framework considering the OPV litigation.

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 regular Board meetings on July 17 and August 21, which included the following notable agenda topics:

- The Board approved task orders for consultant Stillwater Sciences and United Water Conservation District for as-needed technical and planning support services during FY 2025-26.
- The Board adopted resolution 2025-03 approving and adopting new financial policies and corresponding amendments to the Bylaws.

The next regular Board meeting is scheduled for September 18.

4.3 Water Resources Department Monthly Report and Update on Activities of Local Groundwater Sustainability Agencies Information Item

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 regular Board meetings for July and August were cancelled.

The next regular Board meeting is scheduled for September 22.

Santa Paula Basin Technical Advisory Committee (TAC)

Staff continue to participate in the Santa Paula Basin TAC in support of the Santa Paula Basin Judgment and in conformance with SGMA reporting requirements for adjudicated basins, as follows:

- Staff continued preparation of the WY and CY 2024 Santa Paula Basin annual report.



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

Date: August 25, 2025 (September 10, 2025, meeting)

Agenda Item: 4.4 Administrative Services Department Monthly Report
Information Item

Staff Recommendation:

Review this monthly report from the Administrative Services Department as well as receive a verbal presentation of its highlights for July 2025.

Discussion:

Finance

- Closing out FY2024-25
- Prepared Financial Policies for the Fillmore Piru Basin GSA
- Processing WIFIA Construction Letter of Interest
- Closed out 25-2 Groundwater billing, totals came in over budget for the fiscal year. Will begin preparing for GSA billing.

Administrative Services

Provided administrative assistance for drafting, finalizing, distributing/posting materials, and room set up for the following meetings: Water Resources Committee (July 1), Engineering and Operations Committee (July 3), Regular Board of Directors (July 9), as well as the Fillmore and Piru Basins Groundwater Sustainability Agency (July 17) held at the City of Fillmore's office.

Coordinated with staff and assisted with logistics for the VC Taxpayers Association Tour of the Freeman Diversion (July 16).

Coordinated logistical support with room and beverage set up for the following outside agency meetings: CAC Conference (July 7), VC Resource Conservation District (July 10), AWA Board (July 10), AWA Water Issues (July 15), VC CWA (July 17), and CAC Conference (July 24).

4.4 Administrative Services Department Monthly Report Information Item

Human Resources

- Working on recruitments for the following positions:
 - Senior Engineer, internal candidate selected
 - Associate Engineer, position closes August 15th
 - Engineer, position closes August 15th
 - Hydrologist, position closed on August 3rd, interviews scheduled for August 20-21
 - Senior Hydrologist, position closed on August 3rd, interviews scheduled for August 20-21
 - Executive Assistant, position closed on August 3rd, interviews completed week of August 18, 2025
 - Water Treatment Operator, position closed on August 3rd, initial interviews completed on August 13th-14th
 - Technology Systems Associate, position closed on August 3rd, and initial interviews completed. Selection pending GM approval.
- Hired two new Seasonal Park Rangers, Allen Walton and Victoria Gomez.
- Officially processed Cost-of-Living Increases for all district staff.
- Processing end of fiscal year annual employee evaluations for staff.
- Began preparations for Healthcare Open Enrollment period based on CalPERS released information. A Brownbag Session will be scheduled for all staff to present a detailed overview of available options and plan changes for 2026.
- Held a Brownbag Session – AI in the Workplace on July 23rd.
- Reviewed and submitted AWWA and ACWA nominations for consideration in annual awards.

Risk and Safety Management

- Coordinated Piru Community outreach partnership between the District and Sheriff's Office of Emergency Services.
- Oversaw the dam siren CIP alongside Engineering and coordinated contractor access and social media updates.
- Along with Engineering, met with OES and Fillmore Unified School District on Dam Evacuation Procedures.
- Along with Senior Park Ranger, met with CHP Moorpark Captain to update SFD EAP.
- Conducted annual hearing test for staff across multiple departments who are part of the District's Hearing Conservation Program and consulted with audiologist on the results.
- Supported HR in the recruitment and selection efforts of the Executive Assistant/Clerk of the Board position.
- Coordinated internal response to Canyon Fire and disseminated Situation Status Reports.
- Expanded new Everbridge emergency mass notification system to all staff.

4.4 Administrative Services Department Monthly Report Information Item

- 2023 Winter Storms Disaster Recover / FEMA Public Assistance Grant Update: Finance received four checks since our last Board meeting from FEMA totaling \$331,910.99; to date, the District has received a total of \$401,067.97.

Technology Systems Support Activity and Helpdesk Summary

Helpdesk and Technical Support Activity

- A total of 103 tickets were managed in July, covering routine service requests and user support.
- Twenty-six (26) tickets remained active at the end of the month:
 - Nineteen (19) are in progress.
 - Five (15) remain open.
 - One (1) is in confirm resolution status.
 - One (1) is awaiting a reply.

System Maintenance and Cybersecurity

- Firewall management: Systems were upgraded to the latest vendor-approved stable version, addressing known vulnerabilities and performance issues.
- Network storage optimization: Redundant files were identified and deduplicated across shared drives, resulting in the recovery of approximately 300 GB (15% reduction).
- Secure remote access: A new remote access solution for UWCD staff was deployed, leveraging multi-factor authentication and a zero-trust model to enhance security posture.

Infrastructure and Project Initiatives

- Several end-user devices were upgraded or replaced to maintain performance and compatibility with updated software.
- Minor networking improvements were completed to support field operations and system performance.
- Deployment of a new server and network monitoring system began, replacing a legacy platform to improve infrastructure visibility.
- Planning documentation was drafted for a network asset inventory project, including cost estimates and coordination with a third-party partner.
- A districtwide AI Use Technology Policy was drafted and submitted for internal and legal review, with potential presentation to the Board scheduled for September.
- Internet service cutover planning continued, with coordination between UWCD staff and the ISP to support interface-level changes to their managed router platform.

Meeting and Event Support

- AV and technical support continued for hybrid meetings in the district boardroom and other locations.
- On average, two large-format meetings per week required IT presence to ensure audio/video continuity and remote participation.

4.4 Administrative Services Department Monthly Report Information Item

- Agencies and events supported during this period included:
 - Ventura County Resource Conservation District (VCRCD)
 - Association of Water Agencies (AWA)
 - Ventura County Taxpayers Association
 - Ventura County Coalition of Water Agencies (VC-CWA)
 - California Avocado Commission Board
 - District-hosted brown bag informational sessions

Internship Program and Staff Development

- Interviews were conducted for a full-time Technology Systems Associate position were conducted. We anticipate these will be approved and introductions will be made at the Board of Directors meeting in September.
- One member of the IT Intern team exited mid-August due to an external employment opportunity with Ventura County.
- Intern-led projects included:
 - Enhancements to the district's document management workflows.
 - Planning for a brown bag presentation to educate staff on document handling best practices.
 - Continued improvements to internal tooling for automating PC imaging and deployment processes.

Vendor Engagement and Collaboration

- Participated in recurring and ad hoc meetings with vendors and strategic partners:
 - Cybersecurity and Infrastructure Security Agency (CISA): Coordination around security posture testing.
 - Ongoing phishing simulation and user awareness training.
 - Kickoff meetings and roadmap planning for district Data Management System upgrades.
 - Managed Services Provider: Monthly cadence calls reviewing open tickets, server health, and upcoming needs.
- Renewed licensing of critical software platforms, including:
 - Digital Signature Software
 - Log Management Server
 - Microsoft 365 services and applications.
 - Server Backup Software
 - Document Management software

STAFF REPORT

To: UWCD Board of Directors

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

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

Date: August 28, 2025 (September 10, 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 from late June through July 2025 as well as receive a presentation of its highlights. Please refer to the end of the report for a list of acronyms.

Discussion:

- Santa Felicia Dam Safety Improvement Project
 - FERC General Compliance
 - July 28 – Staff reviewed the SFD Monthly Inspection report for the month of July, prepared by O&M.
 - July 31 – Staff reviewed the First Check Inspection report prepared by O&M following the 4.5 magnitude seismic event that occurred at 9:32 am on July 31, 2025, near Fontana, California, approximately 79 miles from the Santa Felicia Dam.
 - July 31 – August 1 - Staff received the 2023 and 2024 FERC Inspection reports
 - FERC EAP
 - June 25 – Staff conducted the 2025 SFD EAP Call-Down Drill. Fifteen external agencies were notified in 18 minutes. United's new Everbridge System was utilized to simultaneously disseminate automatic notifications to 36 emergency contacts. Thirty-five contacts successfully acknowledged the Everbridge notifications. Staff also conducted a successful radio check following the call-down drill.
 - July 16 – Staff participated in the monthly Piru Neighborhood Council Meeting (see **Figure 1**) to provide updates on the SFD SIP, the upcoming Piru Early Warning System siren upgrades, a refresher presentation on the SFD EAP Inundation Maps, and recreation activities.

4.5 Engineering Department Monthly Report Information Item

- Outlet Works Improvement Project
 - July 15 – Groundwater infiltration testing was completed at SFD. Testing was conducted by the WR Department with support from Environmental, Engineering, and O&M staff. (See **Figure 2**). This testing is a part of preconstruction activities.

- Spillway Improvement Project
 - No major updates to report.
- *Grants: See the Grants section as part of this report.*
- *Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.*

- Lake Piru Recreation Area FIP
 - Lake Piru Asphalt
 - No major updates to report.
 - Lake Piru Campground and Recreation Area Renovations
 - July 25 – Stantec has gathered sufficient information from vendors and is currently finalizing a draft drawing package for United's review. A draft design package will be delivered to United in August.

- Freeman Diversion Expansion
 - Staff continued to meet with the Design Team from GEI and NHC and with United's technical advisors to advance the conceptual design of the Freeman Fish Passage and Diversion Improvement Project.
 - *Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.*

- Freeman Conveyance System Upgrade – Freeman to Ferro
 - Three Barrel Culvert Replacement
 - No major updates to report.

 - Vineyard Avenue Crossing
 - June 30 – HDR completed a boring in the center of Vineyard Ave. The work completed concludes with the field work associated with the Vineyard Ave Crossing. A final geotechnical report will be provided by HDR in August.
 - *Grants: See the Grants section as part of this report.*
 - *Please see the Monthly Environmental Services Department Report for updates on the Project's environmental compliance and permitting process.*

- SWP Interconnection Pipeline Project
 - No major updates to report.

4.5 Engineering Department Monthly Report Information Item

- OH Well Replacement
 - No major updates to report.
- OH Well 14 Energy Efficiency Upgrade
 - No major updates to report.
- Iron and Manganese Treatment Facility
 - June 27 – The final truck load (~2,000 gallons) pumped from the washwater recovery tank was hauled offsite by BGI for disposal. (See **Figure 5**).
 - July 31 – Staff held a meeting with RoviSys (original system integrator) and O&M to discuss potential Fe/Mn Treatment Plant programming changes.
 - *Grants: See the Grants section as part of this report.*
- OHP Gas Booster Replacement Project
 - No major updates to report.
- OH Pipeline
 - June 30 – Staff submitted the CCC Plan, Draft Program, and Draft Resolution to DDW.
 - July 1 – Staff submitted the OH Annual Supply and Demand Report to DWR.
 - July 24 – The OH 2025 Annual Supply and Demand Assessment Report was uploaded to United's website.
 - July 31 – A new Backflow Prevention Assembly Test fillable form was uploaded to United's website.
- Pleasant Valley Pipeline
 - July 24 – Staff attended the Monthly Quagga Coordination meeting with Jared Bouchard (PVCWD) and notified him of the upcoming PV Pipeline inspection related to the pre-condition assessment for Costco Development (See the Utility Requests section below).
- PT Pipeline
 - No major updates to report.
- Utility Requests
 - July 7 – Staff held a call with Georg Winkler (City of Camarillo) about the Costco Development. Mr. Winkler confirmed the developer's desire to start grading in July 2025.
 - July 10 – Staff provided a letter to the City of Camarillo regarding a proposed development near Springville and US 101 that would impact the PV Pipeline and easement.

4.5 Engineering Department Monthly Report Information Item

- July 15 – Staff conducted a meeting with Kimley-Horn and the City of Camarillo to discuss comments on the Costco Development. The Developer has opted to move site improvements off the District's easement and the PV Pipeline.
- July 23 – Staff sent the District's responses to Jacob Glaze (Kimley-Horn) on the Costco Development responses.
- July 25 – Staff responded to utility requests from the County of Ventura, United Distribution Services Edison, and CivilGrid.
- July 25 – Staff visited the site of a proposed Costco Development near Springville Road in Camarillo. The proposed development overlaps with a portion of the Pleasant Valley Pipeline. Staff began coordination with GPRS for an inspection and visited the site to verify the inspection-access locations and verify the contractor activity around the line. Staff are coordinating with both the City of Camarillo and the Developer to protect United's facility and property rights.
- July 31 – Staff provided comments on the Envision Development (West Springville) in a letter to the City of Camarillo.
- July 31 – Staff responded to the VCTD Saticoy Pedestrian Improvements Utility Request.
- Rice Avenue Grade Separation Project and Impact on PTP
 - June 26 – Staff held a meeting with K/J to discuss a LOSSAN Leesdale Railroad Siding Extension project utility request. This impacts the PTP system water line at Rice Avenue/Fifth Street and Wolff Road/Fifth Street. The existing casings likely do not extend out far enough. A meeting will be scheduled with Clark Adams from Zephyr Rail to discuss it.
- PTP Metering Improvement Project
 - No major updates to report.
- PTP Recycled Water Connection – Laguna Road Pipeline Project
 - June 20 – The general manager signed the USDA NRCS grant payment application, and it was sent to USDA for final payment.
 - June 23-24 – Toro replaced the meter, and it was successfully installed, and transmitter operations within the vault are functional (see **Figure 3**). A visual leak test was performed on June 24 and Toro is working on a plan for pressure testing the replaced meter.
 - June 27 – USDA NRCS confirmed that the payment was approved and will be received by Finance soon.
 - *Grants: See the Grants section as part of this report.*
- Recycled Water Planning
 - July 7 – 10 – Engineering and O&M Staff reviewed the operational plan (SOP) prepared by MKN on behalf of PVCWD for recycled water trial run procedures. The City of Oxnard will provide comments on the SOP.

4.5 Engineering Department Monthly Report Information Item

- July 15 – Staff held a coordination meeting with PVCWD and the City of Oxnard to discuss the status of the Title 22 report, the WDR/WRR permit, and short-term operations. The City is still finalizing the Title 22 report.
- July 31 – Staff responded to the SWRCB regarding the delay in short-term recycled water delivery operations to October 2025 or later. Staff also provided an update that grant funds were received, Oxnard's Title 22 report is still pending, and an operational plan is underway.
- Extraction Barrier and Brackish Water Treatment Project
 - June 27 – Staff submitted a SAR for the Phase 1 Project to APWO and NAVFAC staff. Navy staff requested that the work be split into three separate SARs: two for remaining field activities under Phase 1A and one for the Phase 1B construction project.
 - July 2 – Staff reviewed the exploratory drilling (sonic boring) cores with RCS (see **Figure 4**). More samples were selected for further lab testing. The data will be used to inform the screen and gravel pack design for the extraction wells.
 - July 17 – Staff held a collaborative delivery meeting with K/J to discuss the potential for PDB or CMAR options for EBB WTP and conducted a workshop with O&M Staff at El Rio WTP to review the 30% design of the Phase 1 EBB WTP.
 - July 21 – Staff finalized and submitted Phase 1A SAR to the Navy. This includes remaining field activities related to advancing the 30% design to the 60% design level (power study, potholing, temporary piezometers, soil resistivity testing).
 - July 24 – K/J and ESA held a design coordination meeting. K/J provided a presentation of the discharge facility design in preparation for the upcoming meeting with Navy SMEs.
 - July 31 – Staff received an update from NAVFAC Staff regarding the new PWO change-over ceremony that was underway and that EBB WTP is undergoing project induction following the submittal of SARs.
 - *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.*
- Asset Management/ CMMS System
 - June 26 – Staff provided comments to the interim draft OH Pipeline Condition Assessment prepared by HDR.
 - July 18 – Staff received a submittal of remaining deliverables for the Asset Management Pilot completed by HDR.
 - July 28 – Staff reviewed and provided comments on HDR's July 18 asset management submittal for the OH Pipeline.
 - July 31 – HDR Completed the Asset Management Pilot Project. The final deliverables include the Asset Management Data Management Plan, Asset Data Gap Analysis, Maintenance Plans, Asset Registers for the OH Pipeline and El Rio

4.5 Engineering Department Monthly Report Information Item

Disinfection Facility, OH Pipeline CCTV Review and Condition Assessment Action Plan, and an Implementation Roadmap for the larger Asset Management/CMMS Effort.

- Grants:
 - DWR:
 - IRWM Prop 1 – Iron and Manganese Project:
 - July 8 – Staff finalized the draft IRWM Post Performance Report (April 2004–2005).
 - June 25 – Staff submitted the Project Completion Report to DWR.
 - July 24 – Staff submitted the Vineyard Crossing IRWM Prop. 1 Round 2 progress report #7.
 - IRWM Prop 1 Round 2 – Vineyard Avenue Crossing
 - July 24 – Staff submitted the Vineyard Crossing IRWM Prop. 1 Round 2 progress report #7.
 - FEMA:
 - HMGP – Santa Felicia Dam Projects (Outlet Works Improvement and Piru Siren System Upgrades):
 - The grant application is due on September 15.
 - OLDCC:
 - DCIP – Iron and Manganese Project
 - July 29 – Staff submitted the DCIP Final Performance Report to the OLDCC.
 - DCIP – EBB
 - July 3 – Staff completed and submitted the Final Phase EBB WTP FY25 DCIP proposal to the OLDCC.
 - Installation Readiness Program:
 - No updates to report.
 - SWRCB:
 - GWGP – EBB Water Treatment Project:
 - July 10 – Staff held a meeting with SWRCB regarding proposed changes to the grant agreement.
 - July 15 – Staff submitted the FY 24-25 Estimated Accrual Report.
 - USDA NRCS:
 - EQIP – PTP Recycled Water Connection:
 - No updates for this reporting period.
 - Additional Grant Funding Updates
 - June 30 – Staff held a meeting with Rebecca Isacowitz (Deputy Assistant Secretary of Defense for Energy Resilience and Optimization). Rebecca informed the team of the ERCIP, which is a fourth pathway to MILCON funding.

4.5 Engineering Department Monthly Report Information Item

- July 29 – Staff attended the California Energy Commission Grants Meeting. Two grant opportunities were reviewed, but it was decided not to pursue the grants due to the match requirements.
- July 29 – Staff attended the Wildfire Prevention Program Grant meeting and reviewed the required grant documents and pending information still needed in preparation for the August 5 grant submittal date.



Figure 1 – July 16, 2025 – Adrian Quiroz presenting at the Piru Neighborhood Council Meeting.

4.5 Engineering Department Monthly Report Information Item



Figure 2 – July 15 – Kaili Taniguchi and JD Smallwood pictured during groundwater infiltration testing at SFD.



Figure 3 – June 23–24, 2025 – Toro replacing the meter for the Recycled Water Connection Laguna Road Project.

4.5 Engineering Department Monthly Report Information Item



Figure 4 – July 2, 2025 - RCS reviews exploratory boring sonic drilling sample taken from NBVC Point Mugu.

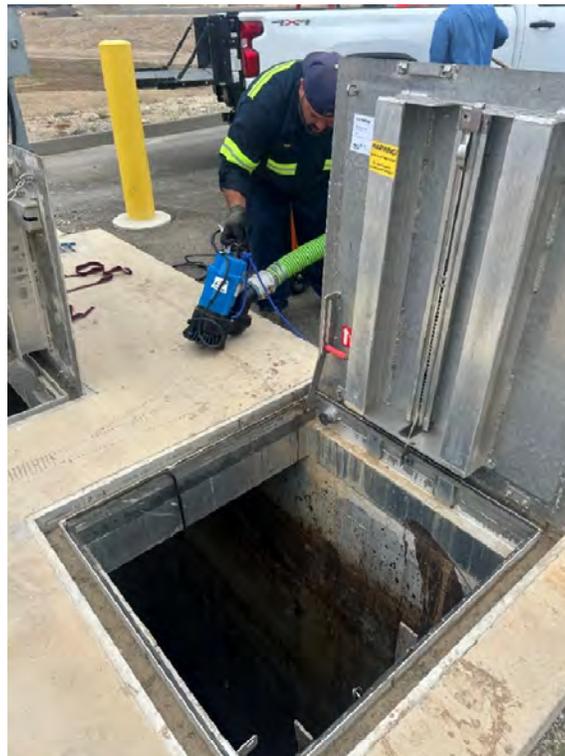


Figure 5 – June 27, 2025 – BGI pumping out the final truck load of waste for offsite disposal (~2,000 gallons).

4.5 Engineering Department Monthly Report Information Item



Figure 6 – June 24, 2025 – Kaili Taniguchi, Nathan Summerville, Adrian Quiroz, Matt Wong, and Patrick O'Connell attending a tour of Calleguas MWD's Lake Bard.



Figure 7 – July 15, 2025 - Tour of Active Membranes Laboratory in Moorpark.

4.5 Engineering Department Monthly Report Information Item

- Professional Development (Conferences, Trainings, Webinars)
 - July 16 – Maryam Bral delivered a presentation on United’s water supply projects, including EBB Water, at the CoLAB WHEEL Committee.
 - July 17 – Staff attended the AWA Breakfast Series, where Calleguas MWD presented "Flowing Forward: The Salinity Management Pipeline Powers a Sustainable Water Future".
 - July 18 – Robert Richardson and Maryam Bral attended the Southern California Water Coalition Meeting at Ronald Reagan Library. The presentation topic was “Financing the Future: New Models and Partnerships for Water Investment in California”.
 - July 22 – Staff received a Lunch and Learn presentation from Seaman Corp. at El Rio WTP on various liner products.
 - July 23 – Staff attended the AI in the Workplace Brownbag Session hosted by HR.
 - July 30 – Staff attended the AWA CCWUC luncheon: "Cybersecurity in the Water Sector" by Matthew Forsberg (CalOES) and Veronica R. Mitchell (CISA).

- Current and Upcoming Public Outreach Activities
 - June 24 – Staff attended a tour hosted by Calleguas MWD of the Bard Lake Water Treatment Plant and the Los Posas Storage and Recovery Well Field. (see **Figure 6**).
 - July 10 – Staff attended the RDP Regular Meeting. The meeting discussion topics included the County of Ventura's Energy & Military Land Use Compatibility Project.
 - July 15 – Engineering staff took a tour of the Active Membranes office and laboratory (see **Figure 7**).
 - July 16 – Staff held a quarterly meeting with FCGMA staff.

4.5 Engineering Department Monthly Report Information Item

Acronym Index

Acronym	Definition
AALRR	Atkinson, Andelson, Loya, Ruud & Romo Law Firm
APWO	Assistant Public Works Officer
AWA	Association of Water Agencies
AWPF	Advanced Water Purification Facility
BCA	Benefit–Cost Analysis
BCR	Benefit–Cost Ratio
BGI	Black Gold Industries
BO	Biological Opinion
BOC	Board of Consultants
BV	Black & Veatch
CalOES	California Governor's Office of Emergency Services
CCC	Cross Connection Control
CCTV	Closed Circuit Television
CCWUC	Channel Counties Water Utilities Committee
CEQA	California Environmental Quality Act
CISA	Cybersecurity and Infrastructure Security Agency
CMAR	Construction Manager at Risk
CMMS	Computerized Maintenance Management System
DCIP	Defense Community Infrastructure Program
DIR	Department of Industrial Relations
DSOD	Division of Safety of Dams
DWR	California Department of WR
EAP	Emergency Action Plan
EBB	Extraction Barrier and Brackish
EQIP	Environmental Quality Incentives Program
ERCIP	Energy Resilience and Conservation Investment Program
ERP	Emergency Response Plan
ESD	Environmental Services Department
FCGMA	Fox Canyon Groundwater Management Agency
FDRE	Flood Diversion and Recharge Enhancement
Fe/Mn	Iron and Manganese
FERC	Federal Regulatory Commission
FY	Fiscal Year
GEI	GEI Consultants
GHD	GHD Group
GIS	Geographic Information Systems

4.5 Engineering Department Monthly Report Information Item

Acronym	Definition
GM	General Manager
GPRS	Ground Penetrating Radar Systems, LLC
GSI	GSI Water Solutions, Inc.
GSP	Groundwater Sustainability Plan
HDR	HDR Consultants, Inc.
HMGP	Hazard Mitigation Grant Program
ICF	Intake Control Facility
IRWM	Integrated Water Management Plan
K/J	Kennedy Jenks Consultants
LOG	Lower Olive Grove
LOSSAN	Los Angeles – San Diego – San Luis Obispo
LPRA	Lake Piru Recreation Area
LT	Lieutenant
MILCON	Military Construction
MKN	MKN & Associates
MNS	MNS Engineers, Inc.
MottMac	Mott MacDonald
MWD	Municipal Water District
NAVFAC	Naval Facilities Engineering Systems Command
NBVC	Naval Base Ventura County
NEPA	National Environmental Policy Act
NHC	Northwest Hydraulic Consultants
NMFS	National Marine Fisheries Service
NRCS	Natural Resources Conservation Service
O&M	Operations and Maintenance
OH	Oxnard Hueneme
OLDCC	Office of Local Defense and Community Cooperation
OPCC	Opinion of Probable Construction Cost
OPV	Oxnard–Pleasant Valley
OW	Outlet Works
PDB	Progressive Design Build
PHWA	Port Hueneme Water Agency
PSA	Professional Services Agreement
PTP	Pumping Trough Pipeline
PV	Pleasant Valley
PVCWD	Pleasant Valley County Water District
PWO	Public Works Officer
RCS	Richard Slade and Associates

4.5 Engineering Department Monthly Report Information Item

Acronym	Definition
RDP	Regional Defense Partnership
SAR	Site Approval Request
SFD	Santa Felicia Dam
SIP	Safety Improvement Plan
SME	Subject Matter Expert
SOP	Standard Operating Procedure
SWRCB	State Water Resources Control Board
TAC	Technical Advisory Committee
TM	Technical Memorandum
Toro	Toro Enterprises, Inc.
USDA	United States Department of Agriculture
VCTD	Ventura County Transportation Department
VCWPD	Ventura County Watershed Protection District
WDR	Waste Discharge Requirements
WR	Water Resources
WRR	Water Reclamation Requirements
WTP	Water Treatment Plant/Project



STAFF REPORT

To: UWCD Board of Directors

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

From: Marissa Caringella, Environmental Services Manager

Date: August 21, 2025 (September 10, 2025, meeting)

Agenda Item: 4.6 Environmental Services Department Monthly Report
Information Item

Staff Recommendation:

Review this staff report from the Environmental Services Department (ES) staff regarding its activities for the month of July 2025 as well as receive a presentation of its highlights.

Discussion:

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

Santa Felicia Dam Safety Improvement Project

On July 14, 2025, ES staff completed nesting bird surveys and biological monitoring for the preparation of percolation testing sites downstream of the Santa Felicia Dam (SFD). On July 15, 2025, Engineering and Water Resources staff conducted percolation tests at four locations downstream of SFD to support permitting decisions for the construction of the new outlet works system for the Santa Felicia Dam Safety Improvement Project (SFDSIP).

On July 15, 2025, the National Marine Fisheries Service (NMFS) issued a Biological Opinion for the SFDSIP. NMFS concluded that the SFDSIP is not likely to jeopardize the continued existence of the endangered southern California steelhead or destroy or adversely modify its designated critical habitat.

Water Release Plan and Water Release and Ramping Rate Implementation Plan

Under the Water Release Plan and the Federal Energy Regulatory Commission's (FERC) license for the Santa Felicia Project, United Water Conservation District (United) is required to make certain water releases from the Santa Felicia Dam for steelhead habitat and migration when specific triggers are met. Triggers for habitat water releases are based on cumulative rainfall within the water year. The measured cumulative rainfall for the current

4.6 Environmental Services Department Monthly Report Information Item

water year has not exceeded the triggers for enhanced water releases; therefore, the minimum required habitat water release between June 1 through October 1, 2025, is seven cubic feet per second.

Fish Passage Feasibility Assessment Study Plan

On July 23, 2025, United submitted a status update to FERC regarding the Fish Passage Feasibility Assessment Study Plan. Cramer Fish Sciences is in the process of developing the analyses and final reports resulting from field activities conducted from 2018-2023, including data integration into three separate modeling efforts (life cycle model, harvest model, and close-kin mark recapture model). Preparation of the deliverables is taking longer than originally anticipated. United is now targeting November to submit results to FERC.

Lower Piru Creek Herpetological Monitoring Plan and Arroyo Toad Protection Plan

On July 21 and 22, 2025, ES staff conducted exotic species eradication efforts in the spillway ponds as part of FERC compliance in accordance with the Revised Lower Piru Creek Herpetological Monitoring Plan and Arroyo Toad Protection Plan.

United Water Conservation District v. FERC, Court Case in Abeyance

On September 29, 2010, the U.S. Court of Appeals granted United a motion to hold the court case "United Water Conservation District v. FERC" in abeyance and directed United to file status reports every 60 days. United filed the court case to challenge the biological opinion issued by NMFS on FERC's issuance of a license for the Santa Felicia Project. On July 8, 2025, the eighty-ninth status update was filed with the U.S. Court of Appeals for District of Columbia Circuit.

2. Petition to Revise the Critical Habitat Designation for Southern California Steelhead

On March 20, 2025, United submitted a petition to the Department of Commerce to revise designated critical habitat for southern California steelhead (*Oncorhynchus mykiss*; *O. mykiss*) below Santa Felicia Dam. On July 11, 2025, NMFS posted a 90-day finding that United's petition presents substantial scientific information that the petitioned action may be warranted. This finding initiates a one-year formal review period.

3. Increased State Water Project Imports from Pyramid Lake to Lake Piru

In June 2025, ES staff collaborated with the Department of Water Resources (DWR) to finalize United's request for a variance to DWR and Los Angeles Department of Water and Power's FERC license for Pyramid Lake to allow increased State Water Project (SWP) imports from Pyramid Dam to Lake Piru. The variance, when approved by FERC, will allow United to import additional SWP water above the current 3,150 AF maximum in the Nov-Feb delivery window each year between 2025 and 2030. A request was also prepared for a temporary amendment to the Clean Water Act Section 401 Water Quality Certification associated with the Pyramid Dam FERC license. On June 30, 2025, DWR filed the variance

4.6 Environmental Services Department Monthly Report Information Item

request with FERC and filed the temporary amendment request with the State Water Resources Control Board (SWRCB).

On July 30, 2025, DWR filed a CEQA Notice of Exemption for the proposed increased importation of SWP water from Pyramid Lake to Lake Piru.

On July 30, 2025, the SWRCB responded to the temporary amendment request with a notification that the temporary amendment request is complete and pending before the State Water Board.

4. Freeman Diversion Operations

During the month of July 2025, ES staff supported Freeman Diversion operations and maintenance activities by coordinating with resource agencies as needed, conducting pre-construction surveys, and providing on-site biological monitoring. Specifically, during July, ES staff supported Operations and Maintenance staff with concrete patch repairs of several areas.

On July 1, 2025, ES staff held a Worker Environmental Awareness Training for Saticoy Operations and Maintenance staff as required by the California Department of Fish and Wildlife (CDFW) Freeman Diversion Routine Maintenance Lake and Streambed Alteration Agreement.

On July 23, 2025, ES staff accompanied California Department of Fish and Wildlife staff while they conducted monthly surveys upstream and downstream of the Freeman Diversion. No *O. mykiss* were observed.

5. Extraction Barrier and Brackish Water Treatment Project

In July 2025, United staff received comments from the Navy on the draft National Environmental Policy Act (NEPA) Environmental Assessment for the Extraction Barrier and Brackish (EBB) Water Treatment Project. United completed updates and revisions to the document, which will undergo further review by the Navy in preparation for future public distribution and review per NEPA requirements.

6. Quagga Mussel Management

Throughout the month of July 2025, 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 the United's lower system. United continues to meet and coordinate regularly with Pleasant Valley County Water District.

On July 31, 2025, ES staff attended a quagga and golden mussel in-person lecture and lab training with veliger expert Kelly Stockton from KASF Consulting, LLC. Staff was trained on quagga and golden mussel biology, sample collection and processing, best laboratory practices, and sample analysis.

4.6 Environmental Services Department Monthly Report Information Item

Since the initial discovery in October 2024 in the Sacramento-San Joaquin River Delta, invasive golden mussel veligers have spread rapidly throughout the State Water Project infrastructure and into isolated water bodies. On May 8 and May 29, 2025, golden mussel veligers were detected in Quail Lake – a reservoir that discharges directly into Pyramid Lake. On July 7, 2025, golden mussels were detected at the Wheeler Ridge Pumping Plant in Kern County. On July 10, 2025, golden mussel veligers were detected in Lake Palmdale in Los Angeles County.

7. Grant Efforts

In July 2025, ES staff supported the development of the Office of Local Defense Community Cooperation Defense Community Infrastructure Program grant application for the construction of Phase 1 of the EBB Water Treatment Project in collaboration with Engineering and Water Resources. The application was submitted on July 3, 2025.

In July 2025, United coordinated with the United States Bureau of Reclamation (USBR) for the WaterSMART Aquatic Ecosystem Restoration Projects program grant (\$20 million). Staff submitted the draft environmental documentation checklist per USBR's request. United also continues to coordinate with USBR on the WaterSMART Environmental Water Resources Project program grant (\$3 million) and is currently awaiting a final grant agreement from USBR.

During the month of July 2025, United developed a grant application for the Cal Fire Wildfire Prevention 2025-2026 grant opportunity. United will request \$429,580 to remove *Arundo donax* from 110 acres on United property along the Santa Clara riverbed. United received five letters of support for the multi-benefit project from the City of Oxnard, City of Ventura, County of Ventura, Ventura County Fire Department, and Ventura County Sheriff's Office. Applications are due August 6, 2025.

8. Sustainable Groundwater Management Act

During the month of July 2025, ES staff executed two task orders to continue to support the Fillmore and Piru Basins Groundwater Sustainability Agency with filling data gaps identified in the Fillmore Basin Groundwater Sustainability Plan. ES staff, with support from Water Resources and Stillwater Sciences, continued biological and hydrological monitoring efforts in the East Grove Groundwater Dependent Ecosystem and began hydrological monitoring and surface water mapping in lower Sespe Creek. Fieldwork is planned to continue through spring 2026.

9. Miscellaneous

During the month of July 2025, ES staff supported Recreation staff in preparation of outreach materials for United's Ventura County Fair booth. The fair runs from July 30 to August 10, 2025.

4.6 Environmental Services Department Monthly Report Information Item

During the month of July 2025, Senior Environmental Scientist Evan Lashly advanced completion of continuing education requirements for maintaining his Arborist Certification under the International Society of Arboriculture in order to continue providing arborist services to the District.

On July 7, 2025, Sydney Riedel joined the United team as a part-time ES Field Assistant.

On July 9, 16, 23, and 30, 2025, ES staff participated in presence/absence surveys for arroyo toad in historically occupied streams in a collaborative effort with U.S. Fish and Wildlife Service, U.S. Geological Survey, and Santa Barbara Zoo staff. Surveys were conducted in upper Piru Creek, Castaic Creek, Sespe Creek, and the middle Santa Ynez River.

On July 11, 2025, ES staff participated in the Boys & Girls Club of Santa Clara Valley Kids STEM Day event. ES and Water Resources staff co-hosted a booth with interactive games and materials to teach kids about the water cycle and wildlife living within the watershed.

On July 15, 2025, ES staff attended the AWA Waterwise meeting where the focus topic was the Intertie Project to connect Casitas Municipal Water District to the State Water Project.

Between July 15 and 17, 2025, ES staff assisted UC Davis researchers in collecting partially-armored threespine stickleback (*Gasterosteus aculeatus*) specimens from the Santa Clara River for an ongoing thermal tolerance study.

On July 16, 2025, ES staff attended the CoLAB WHEEL (Water, Housing, Energy, Environment, Land Use) Committee meeting. United staff Maryam Bral provided a presentation on United's projects.

On July 18, 2025, ES staff attended the Southern California Water Coalition Quarterly Luncheon "Financing the Future: New Models and Partnerships for Water Investment in California".

On July 25 and 29, 2025, ES staff conducted snorkel surveys for resident *O. mykiss* in Piedra Blanca and Santa Paula Creeks, respectively. Numerous *O. mykiss* were observed during both surveys.

On July 30, 2025, ES staff attended the ACWA Permit Reform Working Group meeting.

July 31, 2025, was Deanna Lomeli's last day as a part-time ES Field Assistant.



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager

From: Josh Perez, Chief Human Resources Officer

Date: August 21, 2025 (September 10, 2025, meeting)

Agenda Item: 5.1 **Adopt a Resolution Approving the Proposed New Public Outreach and External Affairs Manager Position Motion**

Staff Recommendation:

Adopt a resolution approving the creation of a Public Outreach and External Affairs Manager position to support the District's outreach and public relations efforts.

Background:

Public outreach activities have already been budgeted through an agreement with a third-party consultant. Leadership now recommends reallocating those previously approved funds to hire an internal staff member to manage these responsibilities. The proposed position will provide direct support to the General Manager, enhance responsiveness during emergency scenarios, and play a key role in planning and executing the District's Centennial Celebration.

Importantly, this role will also focus on strategically marketing District projects to external stakeholders and funding agencies, helping to secure financial support and build public awareness of the District's initiatives. Executives and staff believe that establishing this position will improve efficiency, strengthen external affairs coordination, and elevate the District's overall communication strategy.

There is no fiscal impact. The creation of this position is projected to result in an estimated \$70,000 cost savings to the District compared to the original budget request approved in June 2025.

Attachment:

Resolution

ATTACHMENT

RESOLUTION 2025-_____

A RESOLUTION OF THE BOARD OF DIRECTORS OF UNITED WATER CONSERVATION DISTRICT APPROVING THE PROPOSED CHANGE TO THE EXISTING ORGANIZATIONAL CHART AS PART OF THE FISCAL YEAR 2025-2026 ADOPTED BUDGET

WHEREAS, the Board of Directors of United Water Conservation District (District) has the authority to establish and revise the District's organizational and financial directives; and

WHEREAS, the District wishes to amend the current organization chart that was part of the Fiscal Year 2025-2026 Adopted Budget to add a new position that will support the District's outreach and public relations efforts; and

BE IT RESOLVED that the Board of Directors of the District hereby approves the following proposed change to the organizational chart and addition of a new position as listed below:

- Public Outreach and External Affairs Manager position

NOW, THEREFORE, BE IT RESOLVED AND ORDERED 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 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ADOPTED AND PASSED this 10th day of September 2025.

ATTEST: _____
Lynn Maulhardt, President

ATTEST: _____
Gordon Kimball, Secretary/Treasurer



STAFF REPORT

To: UWCD Board of Directors

Through: Mauricio Guardado, General Manager

From: Jacquelyn Lozano, Administrative Assistant III/Acting Clerk of the Board

Date: September 2, 2025 (September 10, 2025, meeting)

Agenda Item: 5.2 Election of ACWA's President, Vice President, and Region 5 Board for the 2026-'27 Term
Motion

Staff Recommendation:

Authorize the General Manager to cast United Water Conservation Districts' electronic vote for the Board Officer Candidates and the Region 5 Board Member slate as identified below.

Discussion:

Statements of candidate qualifications are located on the ACWA website at <https://www.acwa.com/elections/>.

Board Officer Candidates

- President: Ernesto (Ernie) Avila, PE – Contra Costa Water District
- Vice President: Carol Lee Gonzales-Brady, Director – Rancho California Water District

Region 5 Board Member Slate

- Chair: Sarah Palmer, Director – Zone 7 Water Agency
- Vice Chair: John Varela, Board of Director – Santa Clara Valley Water District

Board Members:

- Steve Huber, Director – United Water Conservation District
- Antonio Martinez, Vice President – Contra Costa Water District
- John H. Muller, Director – Coastside County Water District
- John H. Weed, Board Member – Alameda County Water District
- Floyd Wicks, Board Director – Montecito Water District

Background:

In response to the ACWA Advisory Call for Candidates for the 2026-2027 term, United Water Conservation District's Board of Directors adopted Resolution 2025-12 at its June 11, 2025, regular meeting approving the nomination of Director Steve Huber as a candidate for Region 5 Board Member.

5.2 Election of ACWA's President, Vice President, and Region 5 Board for the 2026-'27 Term
Motion

Authorized voters received an electronic ballot on July 21, 2025, listing all qualified candidates. Votes must be submitted using the official ballot by 5:00 p.m. on September 19, 2025. Election results will be announced on September 26, 2025, and the newly elected officers and regional board members will be introduced at the ACWA Fall Conference on December 3, 2025.

Attachment:
Region 5 Election Ballot

ATTACHMENT

Association of California Water Agencies

Online Voting



Region 5 Election Ballot for 2026-'27 Term

Region 5 Board Ballot	
View Region 5 Rules & Regulations.	
Nominating Committee Recommended Slate	
	Chair: <ul style="list-style-type: none">• Sarah Palmer, Director, Zone 7 Water Agency Vice Chair: <ul style="list-style-type: none">• John Varela, Board of Director, Santa Clara Valley Water District Board Members: <ul style="list-style-type: none">• Steve Huber, Director, United Water Conservation District• Antonio Martinez, Vice President, Contra Costa Water District• John H. Muller, Director, Coastside County Water District• John H. Weed, Board Member, Alameda County Water District• Floyd Wicks, Board Director, Montecito Water District
<input type="checkbox"/>	I concur with the Region 5 Nominating Committee's recommended slate above.

<input type="checkbox"/>	I do not concur with the Region 5 Nominating Committee's recommended slate. I will vote for individual candidates below as indicated.
	Candidates for Chair: You may select one of the following <ul style="list-style-type: none">• Sarah Palmer, Director, Zone 7 Water Agency• John H. Weed, Board Member, Alameda County Water District
	Candidates for Vice Chair: You may select one of the following <ul style="list-style-type: none">• Sarah Palmer, Director, Zone 7 Water Agency• John Varela, Board of Director, Santa Clara Valley Water District• John H. Weed, Board Member, Alameda County Water District
	Candidates for Board Members: You may select up to 5 of the following <ul style="list-style-type: none">• Steve Huber, Director, United Water Conservation District• Antonio Martinez, Vice President, Contra Costa Water District• John H. Muller, Director, Coastside County Water District• Sarah Palmer, Director, Zone 7 Water Agency• John H. Weed, Board Member, Alameda County Water District• Floyd Wicks, Board Director, Montecito Water District

Deadline to submit ballots is Friday, September 19, 2025, at 5 p.m.