



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
FINANCE AND AUDIT COMMITTEE MEETING**

**Monday, September 29, 2025, (October meeting) at 9:00 a.m.
UWCD Headquarters, First Floor, Board Room
1701 N. Lombard Street, Oxnard, CA 93030**

OPEN SESSION

Chair Steve Huber called the meeting to order at 9:00 a.m.

Committee Members Roll Call

Present: Directors Keeling, Jones, and Huber.

Absent: None.

1. Public Comments: None.

EXECUTIVE (CLOSED) SESSION

Chair Huber moved the Committee into Executive (Closed) Session at 9:01 a.m.

2. Conference with Legal Counsel – Anticipated Litigation

Pursuant to Government Code Section 54956.9(d)(4): Two matters.

SECOND OPEN SESSION

Chair Huber called the Second Open Session to order at 9:21 a.m.

**3. Oral Report Regarding Executive (Closed) Session
Information Item**

Assistant General Manager Anthony Emmert stated no reportable action was taken pursuant to the California Ralph M. Brown Act.

4. Consent Calendar

Director Rachel Jones requested that item 4.3 of the Consent Calendar be pulled for discussion.

Action: M/S/C (Keeling, Jones) to amend the September 29, 2025, Agenda and pull Agenda item 4.3 from the Consent Calendar for discussion.

Vote: Ayes: Jones, Keeling, and Huber; Noes: None.



**4.3 Check Recap Monthly Report
Information Item
Received and filed.**

Action: M/S/C (Jones, Keeling) to approve the Consent Calendar items.

Vote: Ayes: Jones, Keeling, and Huber; Noes: None.

**4.1 Approval of Agenda
Motion**

Approved September 29, 2025, Finance and Audit Committee meeting Agenda as amended.

**4.2 Approval of Minutes
Motion**

Approved Minutes of September 2, 2025, Finance and Audit Committee meeting.

**4.4 Investment Monthly Report
Information Item
Received and filed.**

**4.5 Pipeline Delivery Monthly Report
Information Item
Received and filed.**

**5. Fiscal Year 2024-2025 Fourth Quarter Financial Report (July 1, 2024 – June 30, 2025)
Information Item**

Chief Financial Officer Brian H. Zahn presented the fourth quarter report to the Committee (presentation attached).

**6. Administrative Services Department Monthly Report
Information Item**

Finance Department monthly highlights were presented by Mr. Zahn. Chief Human Resources Officer Josh Perez presented monthly highlights from Human Resources, Risk Management, and Information Technology Departments (presentation attached).

- Director Jones suggested to staff, if budgeted for, that they explore hiring a full-time grant writer citing strong win/success rates with someone who does that for a living with a water background. District resources she felt may be more expensive per hour. Director Keeling concurred. Mr. Perez commented he would share the Directors input with the General Manager.

**7. Public Outreach and External Affairs Department Monthly Report
Information Item**

Interim Public Outreach and External Affairs Manager Tara Mullaly presented monthly highlights regarding the District's public outreach activities (presentation attached).



- Director Jones mentioned the City of Port Hueneme was interested in receiving a presentation from District staff at their location. Staff would follow-up with the General Manager for guidance.

**8. Recreation Department Monthly Report
Information Item**

On behalf of Senior Park Ranger Bernard Riedel, Jr., Assistant General Manager Anthony Emmert presented monthly highlights regarding activities of the Lake Piru Recreation Area (presentation attached).

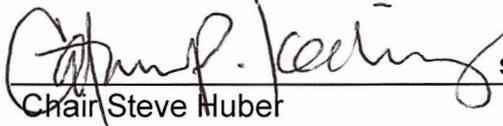
9. Future Agenda Items

Director Huber discussed with staff, brainstorming new names for the Finance and Audit Committee. No other requests were made by the Committee members.

ADJOURNMENT

Director Huber adjourned the meeting at 10:15 a.m.

I certify that the above is a true and correct copy of the minutes of the UWCD Finance and Audit Committee Meeting of September 29, 2025.

ATTEST:  substitute for
Chair Steve Huber



United Water
CONSERVATION DISTRICT

FINANCE AND AUDIT COMMITTEE MEETING
September 29, 2025 (October meeting)

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United Water
CONSERVATION DISTRICT



**UWCD Fourth Quarter FY2024-25
Financial Review**

Brian H. Zahn
Chief Financial Officer

September 29, 2025

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Highlights

PIPELINE, GROUNDWATER, TAXES, AND WIFIA LOAN & GRANTS DRIVE FAVORABILITY TO BUDGET

in \$000's	Q4 FY24-25 Actual	Q4 FY24-25 Budget	Q4 FY23-24 Actual
Taxes	9,792	7,674	10,519
Water Delivery/Fixed Cost	21,624	18,972	14,192
Groundwater	28,678	26,778	16,349
Other Operating Revenue	972	1,000	920
Non-Operating Revenue	23,006	14,621	4,508
Total Revenue	\$ 84,071	\$ 69,045	\$ 46,488

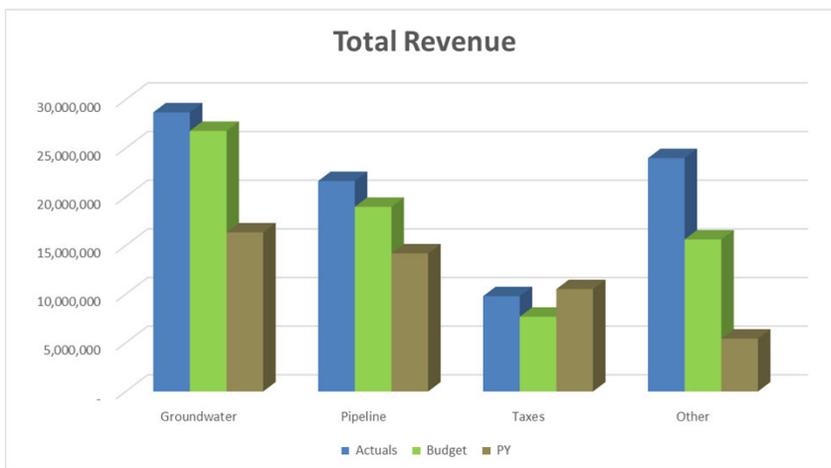
REVENUE

Total operating revenue is \$15.0M or 22% favorable to budget

- Pipeline revenue is favorable to budget by \$2.6M or 14%
- Groundwater revenue is favorable to budget by \$1.9M or 7%
- Taxes are favorable to budget by \$2.1M or 28%
- Other Operating Revenue is flat to budget
- Non-Operating Revenue is favorable to budget by \$8.4M or 57% primarily due \$3.8M of prior year WIFIA loan funding that arrived in this financial year, \$2.8M additional grants received and \$1.1M in higher interest on LAIF investment account



Total Revenue



- Groundwater favorable \$1.9M or 7%
- Pipeline favorable \$2.7M or 14%
- Taxes favorable \$2.1M or 28%
- Other Revenue favorable \$8.4M or 57%



Cash Balances

	Jun-25	Jun-24
Citizens Business Bank	\$ 6,461,957	\$ 6,158,652
Petty Cash	\$ 5,400	\$ 5,400
County Treasury	\$ 3,217	\$ 1,884
LAIIF Investments	\$ 45,834,248	\$ 29,413,935
Total	\$ 52,304,822	\$ 35,579,871



Highlights

PROFESSIONAL FEES AND OPERATIONAL EXPENSES DRIVE FAVORABILITY TO BUDGET

in \$000's	Q4 FY24-25 Actual	Q4 FY24-25 Budget	Q4 FY23-24 Actual
Personnel Expense	14,894	16,179	13,814
Professional Fees	8,195	10,033	8,607
Operating Expense	32,723	57,425	33,957
Allocated Overhead	6,365	7,305	5,547
Debt Service	2,347	2,616	843
Other	3,464	4,333	2,661
Total Expenditure	\$ 67,986	\$ 97,892	\$ 65,428

EXPENDITURE

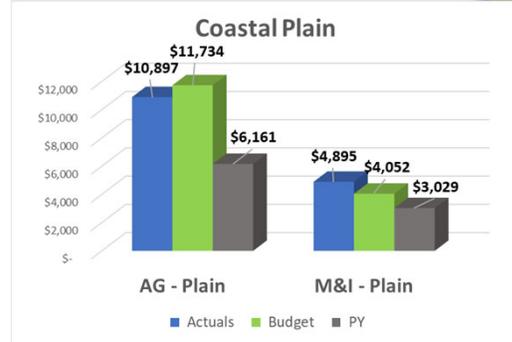
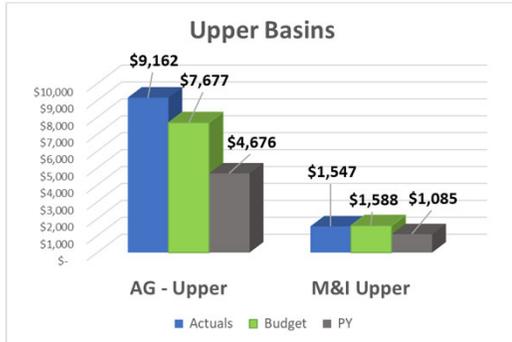
Total expenditures are \$29.9M or 31% favorable to budget

- Personnel Expenses are favorable \$1.3M or 8%
- Professional and legal fees are favorable to budget \$1.8M or 18%
- Operations expenses are below budget \$24.7M or 43% due to favorable Capital spend \$2.1M, CIP spend \$19.1M (Design, Construction and CEQA Permits), favorable State Water purchases \$2.9M, and favorable Operations cost \$0.9M (primarily maintenance)
- Allocated Overhead is favorable to budget \$0.9M or 13% primarily due to Professional and Legal Fees \$0.9M



Groundwater Revenue

UPPER BASIN AND COASTAL PLAIN

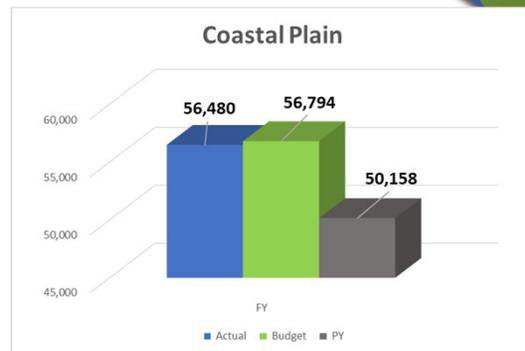
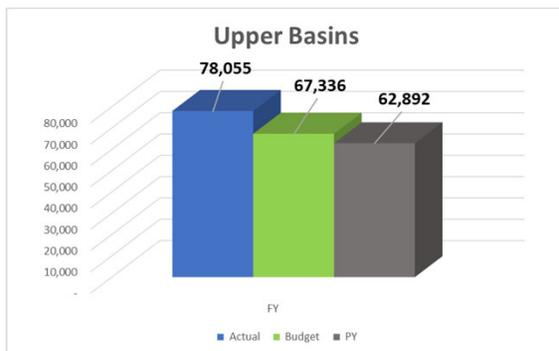


In \$000's	Groundwater	Actuals	Budget	PY	vs Budget	vs PY	% var Budget	% var PY
Zone A	AG - Upper	\$ 9,162	\$ 7,677	\$ 4,676	1,485	4,486	19%	96%
	M&I Upper	\$ 1,547	\$ 1,588	\$ 1,085	(41)	462	-3%	43%
Zone B	AG - Plain	\$ 10,897	\$ 11,734	\$ 6,161	(837)	4,736	-7%	77%
	M&I - Plain	\$ 4,895	\$ 4,052	\$ 3,029	843	1,866	21%	62%
		\$ 26,501	\$ 25,052	\$ 14,951	\$ 1,449	\$ 11,550	6%	77%



Groundwater Volume

UPPER BASIN AND COASTAL PLAIN



In AF		1st Half	2nd Half	FY
Upper Basins	Actual	46,468	31,588	78,055
	Budget	44,979	22,357	67,336
	PY	40,467	22,425	62,892
	Variance	103%	141%	116%

In AF		1st Half	2nd Half	FY
Coastal Plain	Actual	31,597	24,883	56,480
	Budget	38,021	18,772	56,794
	PY	31,955	18,203	50,158
	Variance	83%	133%	99%



Top 10 Groundwater – AG Pumpers

Customers	Total Revenue	Total AF
FARMERS IRRIGATION CO.	\$ 1,381,091.06	9,520.17
REITER BROTHERS INC.	\$ 1,041,815.12	3,944.75
FILLMORE FISH HATCHERY	\$ 997,119.79	6,873.37
SOUTHLAND SOD FARMS	\$ 954,921.36	3,406.54
DUDA FARM FRESH FOODS INC	\$ 860,365.92	3,438.27
PLEASANT VALLEY CO WTR,	\$ 640,853.57	2,286.15
SESPE AGRICULTURAL WATER,	\$ 563,531.65	3,884.55
NAUMANN RANCH	\$ 547,627.58	1,953.58
DEL NORTE WATER COMPANY,	\$ 454,942.57	1,622.94
ALTA MUTUAL WATER CO,	\$ 429,670.46	1,911.42
ALL OTHER	\$ 13,280,282.73	108,111.96
Grand Total	\$ 21,152,221.81	146,953.70



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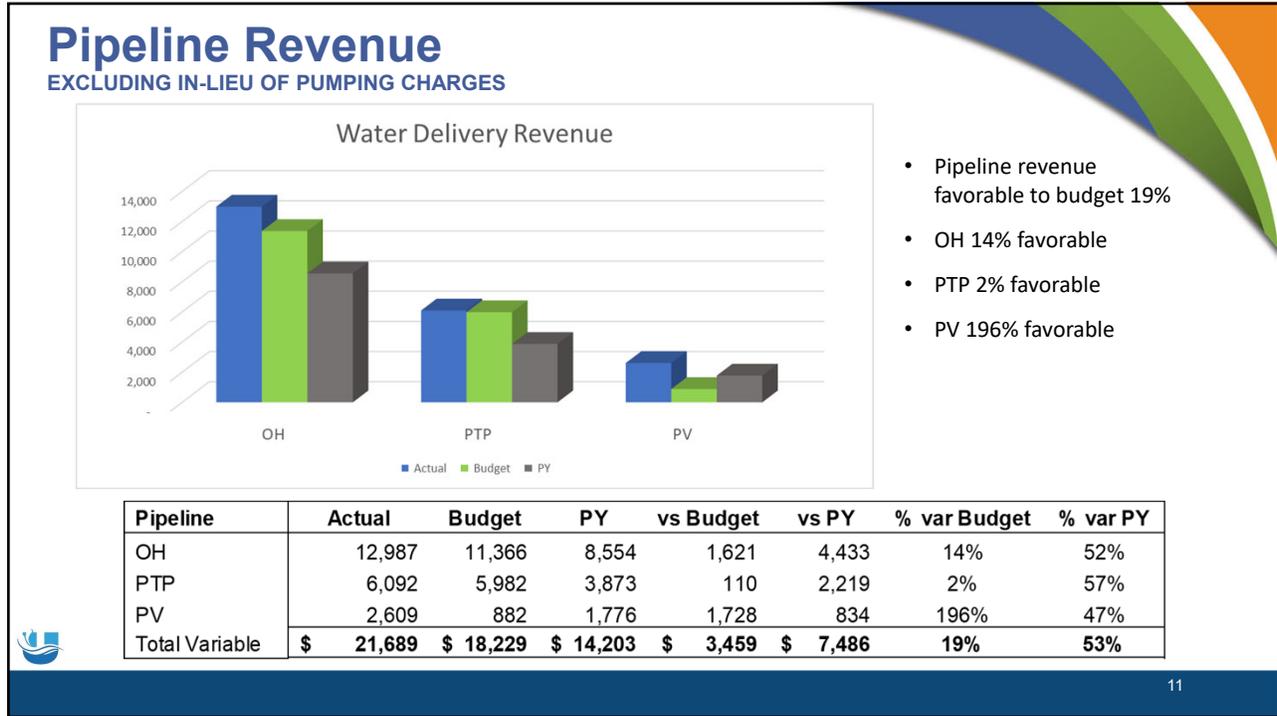
Top 10 Groundwater – M&I Pumpers

Customers	Total Revenue	Total AF
OXNARD - WTR DIV, CITY OF	\$ 2,904,061.37	8,503.84
SAN BUENAVENTURA, CITY OF	\$ 2,133,284.46	7,404.85
SANTA PAULA, CITY OF	\$ 666,013.81	4,129.55
FILLMORE, CITY OF	\$ 360,884.96	2,237.63
RIVER RIDGE GOLF COURSE	\$ 258,918.47	758.18
CALIFORNIA AMERICAN WATER	\$ 161,322.25	818.98
STERLING HILLS GOLF CLUB,	\$ 88,238.98	282.13
VINEYARD AVE ACRES MUTUAL	\$ 63,008.63	201.46
BOSKOVICH FARMS INC,	\$ 42,076.22	123.21
NYELAND ACRES MUTUAL WTR,	\$ 33,768.70	107.97
ALL OTHER	\$ 438,325.08	26,393.62
Grand Total	\$ 7,149,902.93	50,961.42

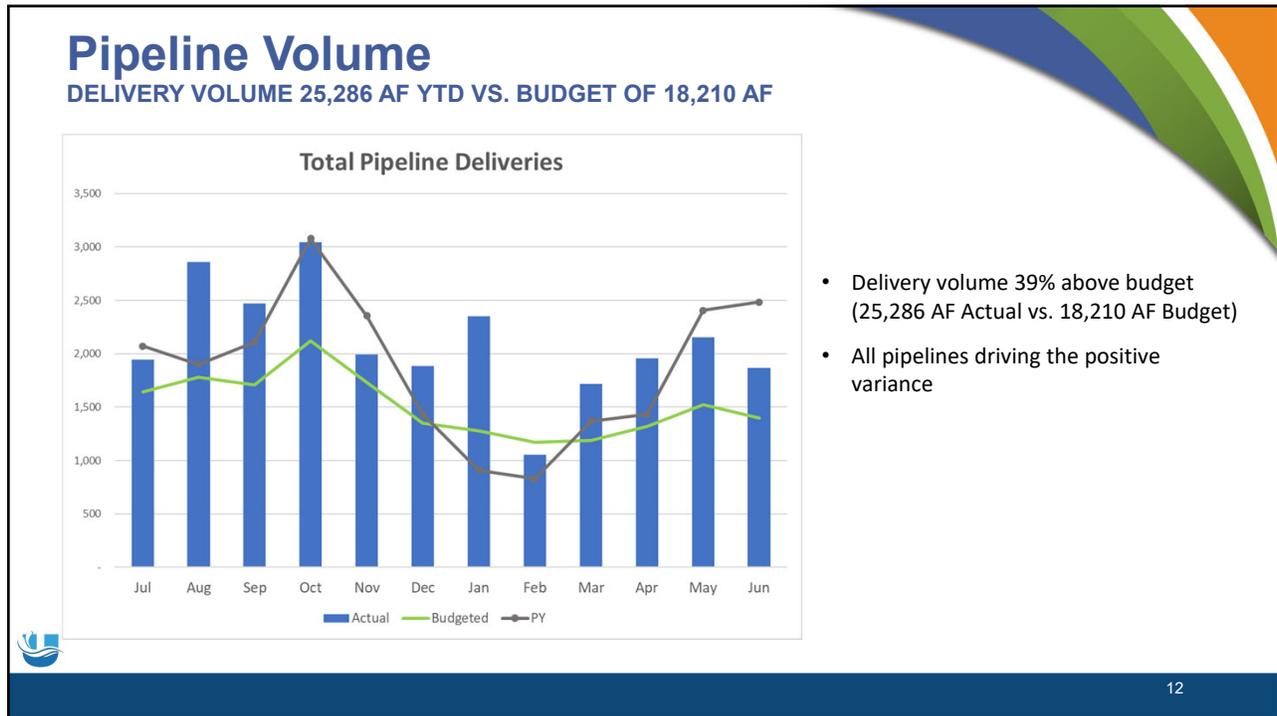


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Top 10 AG Pipeline Customers

Top AG	Total Revenue	Total Usage
OceanView	\$ 284,449.84	399.07
Sorrento Berry Farms	\$ 213,056.44	207.95
Laubacher Farms Inc	\$ 172,331.64	174.81
Reiter Brothers Inc	\$ 163,998.57	152.04
Catalinos Berry Farms	\$ 134,479.37	138.77
Colorado Farms, LLC	\$ 103,285.79	109.30
3H Custom Farming Inc	\$ 104,775.89	107.32
Bengard DeBusschere	\$ 79,544.96	82.51
Oxnard Village Apartments	\$ 80,523.79	80.47
Capri Farms LLC	\$ 75,757.88	78.34
Total	\$ 1,412,204.17	1,530.58



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Top 10 M&I Pipeline Customers

Top MI	Total Revenue	Total Usage
City of Oxnard	1,472,905.76	1,536.21
PVCWD	465,437.05	1,195.10
Port Hueneme Water Agency + USNCBC	1,108,142.60	875.73
Vineyard Estates	66,894.45	45.07
Dempsey Road MWC	40,227.17	24.69
Cypress Mutual	20,874.59	12.81
Saviers Road MWC	9,484.63	9.68
Rio Del Valle	19,011.00	0.87
E & H Land Company, LLC	1,575.33	0.54
Total	\$ 3,204,552.57	3,700.70



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Personnel Expenses

SALARIES DRIVE BUDGET FAVORABILITY

\$000's	Q4 2024-25 Actual	Q4 2024-25 Budget	PY Actual	Var to Budget	% Var to Budget	Var to PY	% Var to PY
Regular Salary	9,442	9,424	8,841	(18)	0%	601	7%
Over-time Salary	135	326	198	191	59%	-63	-32%
Part-time	598	489	541	(109)	-22%	58	11%
Salaries	\$ 10,176	\$ 10,240	\$ 9,580	64	1%	\$ 596	6%
Retirement- Classic	1,861	1,891	1,651	30	2%	210	13%
Retirement - PEPRA	458	480	382	22	5%	76	20%
Soc Sec/457b Expense	564	574	537	10	2%	27	5%
Medicare Expense	143	150	136	7	5%	6	5%
SUI Expense	23	13	18	(10)	-79%	5	30%
Medical Ins Exp	1,108	1,241	1,017	133	11%	91	9%
LTD	29	38	25	9	24%	4	16%
Life Insurance	27	31	24	4	13%	2	10%
Worker's Comp Expense	278	347	252	68	20%	27	11%
OPEB	58	42	40	(16)	0%	18	46%
Deferred Comp	69	75	68	5	7%	2	0%
Other	99	76	85	(23)	0%	14	0%
Employee Benefits	\$ 4,718	\$ 4,957	\$ 4,234	239	5%	\$ 484	11%
Personnel Expenses	\$ 14,894	\$ 15,197	\$ 13,814	303	2%	\$ 1,080	8%



Operating Expenses

PROFESSIONAL FEES DRIVE BUDGET FAVORABILITY

\$000's	Q4 2024-25 Actual	Q4 2024-25 Budget	PY Actual	Var to Budget	% Var to Budget	Var to PY	% Var to PY
Profess Fees - Engineering	193	425	297	(232)	-55%	(104)	-35%
Prof. Fees - Environmental	569	1,800	1,140	(1,231)	-68%	(571)	-50%
Prof. Fees - IT consulting	155	289	94	(134)	-46%	60	64%
Prof. Fees - GW Consulting	0	0	11	-	#DIV/0!	(11)	-100%
Prof. Fees - Other	1,324	2,093	1,831	(769)	-37%	(507)	-28%
Professional Fees	\$ 2,241	\$ 4,607	\$ 3,374	\$ (2,366)	-51%	\$ (1,133)	-34%
Legal Fees	\$ 5,953	\$ 5,426	\$ 5,232	\$ 527	10%	\$ 721	14%
Utilities	2,297	2,499	2,128	(203)	-8%	168	8%
Maintenance	2,076	2,795	1,920	(719)	-26%	157	8%
Field Supplies	132	151	160	(19)	-12%	(28)	-17%
Insurance	956	1,146	788	(189)	-17%	169	21%
Office Expenses	186	240	755	(54)	-23%	(569)	-75%
Miscellaneous	2,197	2,821	1,229	(625)	-22%	968	79%
Travel, Trainings and Meetings	154	343	171	(189)	-55%	(17)	-10%
Gasoline, Diesel, Fuel	204	231	200	(26)	-11%	4	2%
Fox Canyon GMA	950	886	469	64	7%	480	102%
Safety, supplies, clothing	178	224	187	(46)	-21%	(9)	100%
Telephone	103	95	95	7	8%	8	8%
General Operating Expenses	\$ 9,433	\$ 11,432	\$ 8,102	\$ (1,999)	-17%	\$ 1,331	16%
State Water Import Costs	\$ 2,930	\$ 5,200	\$ 9,772	\$ (2,270)	-44%	\$ (6,842)	100%
Total Operating Expenses	\$ 20,557	\$ 26,666	\$ 26,481	\$ (6,108)	-23%	\$ (5,923)	-22%



- Professional Fees are favorable to budget by \$2.4M
- Legal fees are favorable to budget by \$0.5M
- Operating expenses are favorable to budget \$2.0M
- Key variances include:
 - Utilities \$203K favorable
 - Maintenance \$719K favorable
 - Misc \$625K favorable
- State Water cost lower due to less State Water purchases

Top 10 AP Vendors

Vendor	Payment Amount
ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	\$ 1,623,961.33
GEI CONSULTANTS, INC	\$ 1,614,538.96
TORO ENTERPRISES INC	\$ 1,173,566.73
SO. CALIFORNIA EDISON	\$ 630,688.58
FOX CANYON GW MGMNT AGENC	\$ 368,619.90
ABC LIOVIN DRILLING, INC	\$ 310,242.48
MOTT MACDONALD GROUP, INC	\$ 250,560.39
NOVACOAST, INC	\$ 180,142.14
BLACK & VEATCH CORPORATION	\$ 169,506.25
GENERAL PUMP COMPANY	\$ 157,117.26



Allowance For Doubtful Accounts

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Variance
050-11199 Allowance for Doubtful Accounts	\$ 95,627	\$ 229,190	\$ 291,716	\$ 447,310	\$ 774,890	\$ 771,626	\$ 920,748	\$ 1,083,631	\$ 162,882
420-11199 Allowance for Doubtful Accounts	\$ 24,418	\$ 34,862	\$ 53,507	\$ 77,892	\$ 158,196	\$ 194,119	\$ 375,498	\$ 368,870	\$ (6,629)
120-11199 Allowance for Doubtful Accounts	\$ -	\$ -	\$ 3,356	\$ 13,568	\$ 32,494	\$ 37,850	\$ 77,296	\$ 87,927	\$ 10,631
450-11199 Allowance for Doubtful Accounts	\$ -	\$ -	\$ -	\$ -	\$ 31,872	\$ 174,591	\$ 261,921	\$ 347,489	\$ 85,568
452-11199 Allowance for Doubtful Accounts	\$ -	\$ -	\$ -	\$ -	\$ 961	\$ 3,242	\$ 6,436	\$ 7,909	\$ 1,473
470-11199 Allowance for Doubtful Accounts								\$ 12,362	\$ 12,362
Allowance for Doubtful Accounts	\$ 120,044	\$ 264,052	\$ 348,579	\$ 538,770	\$ 998,414	\$ 1,181,428	\$ 1,641,900	\$ 1,908,187	\$ 266,287
Year Over Year Increase (\$)		\$ 144,008	\$ 84,527	\$ 190,191	\$ 459,644	\$ 183,014	\$ 460,472	\$ 266,287	
Year Over Year Increase (%)		120.0%	32.0%	54.6%	85.3%	18.3%	39.0%	16.2%	



SUPPLEMENTAL WATER PURCHASE FUND STATUS UPDATE

	<u>Revenue (\$000'S)</u>
Beginning Balance - July 1, 2024	\$5,145
Changes in Surcharge	\$2,925
Other	\$0
Ending Balance - June 30, 2025	\$8,070



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United Water
CONSERVATION DISTRICT

FINANCE AND AUDIT COMMITTEE MEETING

- Finance
- Administrative Services
- Public Outreach and External Affairs
- Recreation

Monthly Updates
September 29, 2025

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Financial Update

Brian H. Zahn
Chief Financial Officer

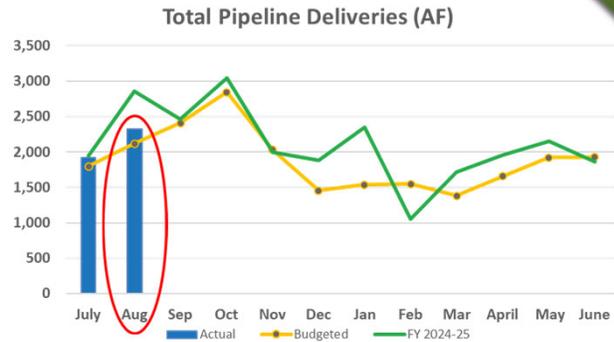


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August 2025 Pipeline

	Actual AF	Budget AF	Variance AF	Actual \$
OH	1110	970	140	\$1.3M
PTP	535	560	(25)	\$270K
PV	676	588	88	\$261K

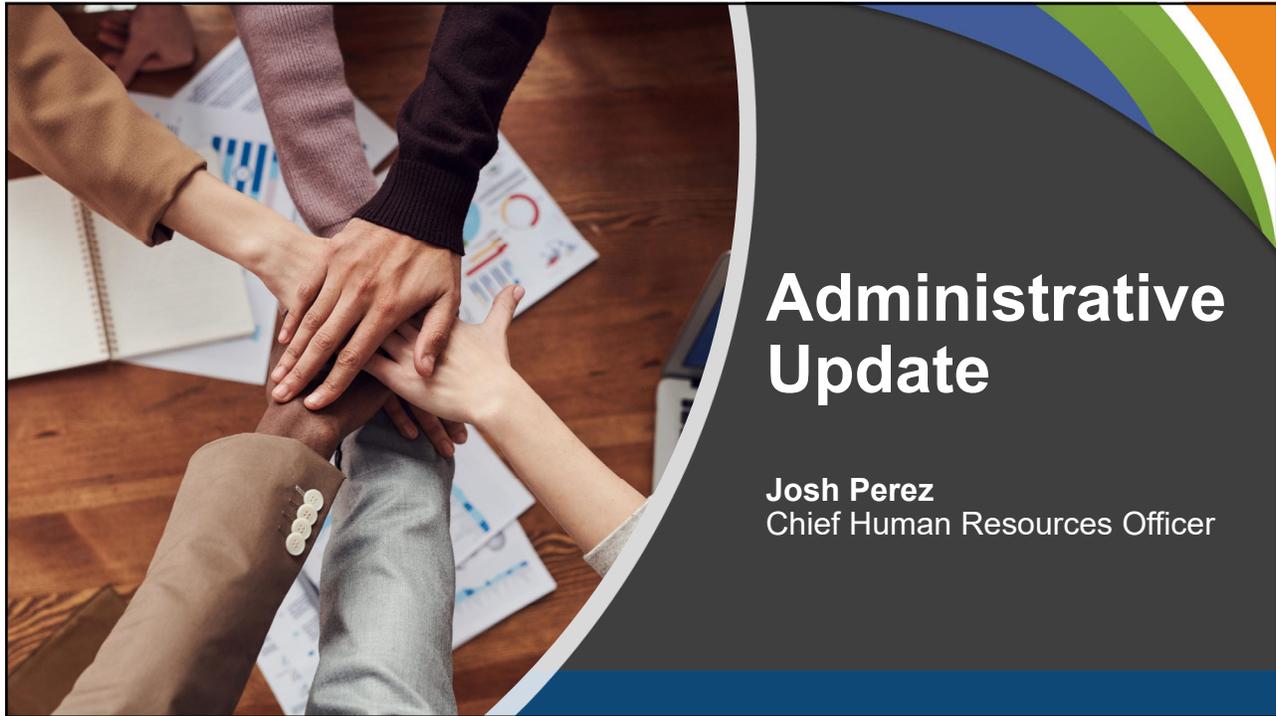
Year-to-date deliveries are 8% above plan and 12% below prior year.



Finance Department

- Finalizing FY2024-25 Financials
- Analyzing YE Budget to Actual Variances
- Building Financial Analysis for Water Sustainability Summit
- Finalizing Policy Updates from Board Meeting
- Meeting with and Preparing Data for Rates Consultants
- Processing GSA Groundwater Billing





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Human Resources

- Working on recruitment for the following positions:
 - **Hydrologist** – finalists being interviewed
 - **Engineer** – finalists being interviewed
 - **Public Outreach and External Affairs Manager** – posting closed on 09/24/2025
Interviews to be held in the coming several weeks
- Key Hiring Accomplishments:
 - Garrett Torres Water Treatment Operator II started 09/15/2025
 - Matthew Wills Water Treatment Operator II started 09/16/2025
 - Tara Acosta Executive Assistant started 09/22/2025
 - Anselm Knecht Part-Time Seasonal Park Ranger Assistant



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- Held Annual Benefits presentation on 09/11/2025.
- Led session for staff entitled “*The Art of Public Speaking*” by guest speaker Professor Ken Steele on 09/15/2025.
- Began initial coordination effort on open enrollment season for District Health Care, Flexible Spending Account, and AFLAC insurance to be effective 01/01/2026.
 - Sent open enrollment e-mail to staff with all accompanying documentation; open season slated to close on 10/06/2025.
 - Calculated all new rates for staff to consider when selecting plans that best fit their individual needs.



September 15, 2025
The Art of Public Speaking



Risk Management

- Coordinated confined space and HAZWOPER trainings for new water treatment operators; also conducted their baseline hearing tests.
- Supported Human Resources staff with evaluation of Public Outreach and External Affairs application evaluations.



- Conducted Annual Fire Extinguisher training for staff across the District and coordinated annual fire extinguisher servicing.



continued

- FEMA 2023 Winter Storms Disaster Recovery Update:
 - Lake Piru Marina Replacement Project officially obligated in mid-September
 - Total amount: \$375,000 (federal cost-share) and \$90,000 (state portion) to be received by the District.
- In coordination with Engineering and O&M, oversaw the final programming fine tuning of the new Piru Spreading Ground dam siren and initiated the procurement of the second dam siren replacement above Fire Station 28 in Piru.

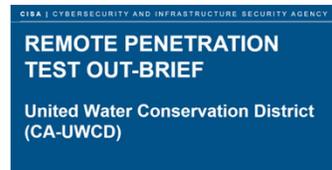


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Technology Systems

- A total of 102 tickets were managed in August covering routine service requests and user support.
- The IT department coordinated with the Cybersecurity and Infrastructure Security Agency (CISA) to perform internal and external vulnerability assessments.
- Configured Helpdesk Management for automatic sign-in
 - Enables specialized login features to make administrative efforts more efficient while also enhancing security

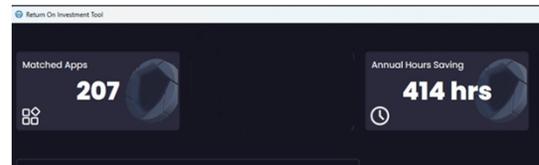


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- Interviewed multiple SMEs across several departments to develop Data Flow Diagrams (DFDs) to provide visual documentation of the district's current workflows.
- Onboarding processes were executed for incoming staff, including device setup, software deployment, and system access.
- Changes in update processes will save over 400 tech systems labor hours and at least \$15,000 annually.



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Outreach Events

Events Attended

- AWA 31st Annual Member & Policymaker's Reception
- Ventura County Farm Bureau Agri-Tech Fair

Upcoming Tours

- John Demers (FCGMA)
- Ventura County Public Works Agency
- Sam Barcastle (FFA)
- Casitas Water District

Upcoming Events

- GRAC Conference (Oct 6-8)
- Water Sustainability Summit (Oct 16)
- Advocacy in Action – CoLAB (Moorpark, Oct 22)
- Installation Innovation Forum (Monterey, Oct 27-29)



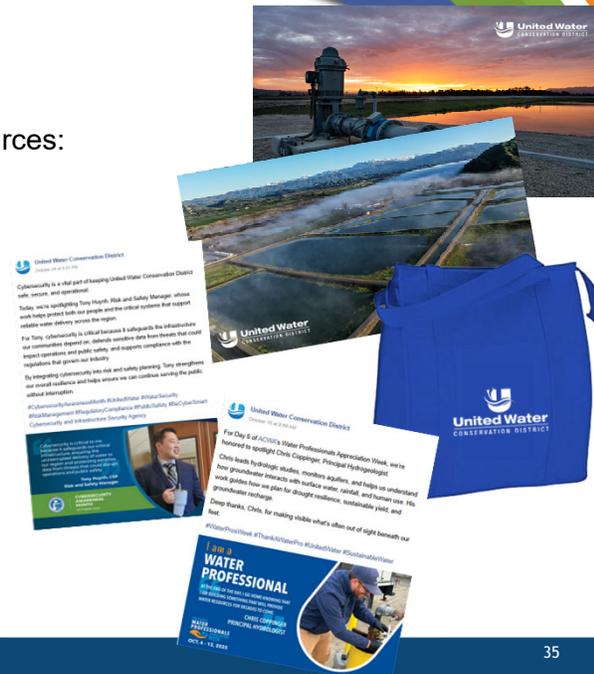
Successes

- **Annual Communications Plan:** Complete
- **New Resources:** Ag Industry Handout
- **WSS:** Agenda and Giveaways
- **SDLF Award Press Release:** ACWA Coverage
- **"The Water Zone" podcast**
 - Tara Mulally to Co-Host
 - Rated #1 Global Podcast in 2023 by FeedSpot
 - Broadcast on KCAA 1050 AM, Talk 102.3, Express 106.5, as well as iTunes, NBCNewsRadio.com, iHeart Radio and others
 - United Water to be highlighted regularly in exchange for staff time (1 hr. per week)
- **Completed Press Releases:** SDRMA Letter & Conservation Release



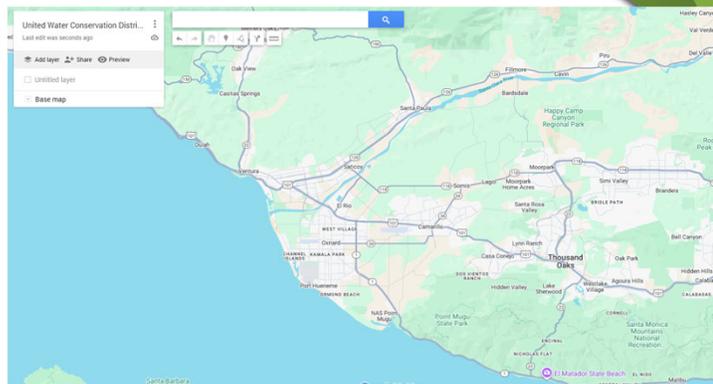
Discussion Items

- Additional Board Communications Resources:
 - Santa Felicia Dam SIP Impacts Handout
 - Teams Backgrounds
- Monthly Speaking Opportunities List
- Promotional Item Plan
- October Social Media Calendar



Upcoming Initiatives

- Social Media Advancement Plan
- One-on-One Media Training
- Interactive Project Map
- Legislative Platform Webpage
- Website Refresh
- **Future Items:** Funding-specific Outreach





Recreation Update

Bernard Riedel, Jr.
Senior Park Ranger

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- End of a successful summer season at Lake Piru



- Four fishing boats just added to the rental fleet and like the pontoon boats were an immediate success



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Transition to Shoulder Season

- Closing summer attractions
- Making the necessary adjustments due to the conservation release
- Formulating plans for events to encourage winter visitation



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Detailed coordination required to ensure the marina is properly moved and positioned with the receding water



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Landscaping/Maintenance Team



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