



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**

**Tuesday, September 2, 2025, at 10:30 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 10:30 a.m.

Committee Members Roll Call

Present: Directors Huber and Jones

Absent: Director Keeling

1. Public Comments: None.

2. Consent Calendar

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

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

2.1 Approval of Agenda

Motion

Approved September 2, 2025, Finance and Audit Committee meeting Agenda.

2.2 Approval of Minutes

Motion

Approved Minutes of June 30, 2025, Finance and Audit Committee meeting.

2.3 Check Recap Monthly Report

Information Item

Received and filed.

2.4 Investment Monthly Report

Information Item

Received and filed.

2.5 Pipeline Delivery Monthly Report

Information Item

Received and filed.



2.6 District Staff and Board Member Reimbursement for Fiscal Year 2024-25 Fourth Quarter Report
Information Item

Received and filed.

2.7 Board Requested Cost Tracking Items for Fiscal Year 2024-25 Fourth Quarter Report
Information Item

Received and filed.

3. UWCD Board of Directors Meeting Agenda Items

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

Chief Financial Officer Brian H. Zahn presented the proposed changes and new financial policy to the Committee for their consideration to the Board.

Action: M/S/C (Jones, Huber) recommending adoption of a resolution approving the proposed changes to the existing financial policies and adoption of a proposed financial policy that are listed below to the full Board, and with guidance from the General Manager, staff will consider the newly proposed changes from the Committee members.

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

- Auditor Rotation and Selection Policy
- Capital Assets Policy
- Disputed or Revised Groundwater Pumping Reports
- Expense Policy – Staff
 - *Update calendar year of mileage reimbursement to 2025*
- Expense Policy - Director and Executive
 - *Update calendar year of mileage reimbursement to 2025*
 - *Remove Oxnard Chamber Water Committee*
 - *Change UWCD to UWCD Board of Directors (above redline)*
 - *Remove language regarding Travel Expense Claim*
- Investment Policy
 - *Remove reference of Deputy General Manager from paragraph*
- Procurement Policy
- Vehicle Replacement Schedule and Policy
- Verification of Production Statements
 - *Staff offered to research for grant funding to help offset the cost of new groundwater meters and share out when sending statements and/or point the customers to those resources.*



Proposed new financial policy:

- Subscription-based Information Technology Arrangements GASB 96 Policy

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

Motion

Mr. Zahn presented the motion to the Committee for their consideration to the full Board.

Action: M/S/C (Jones, Huber) recommending full Board approval of a payment plan request as well as a waiver of accrued penalty and interest charges from William G. Scholle Ranch LLC.

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

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

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

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

Senior Park Ranger Bernard Riedel, Jr. presented monthly highlights regarding activities of the Lake Piru Recreation Area (presentation attached).

Director Huber expressed his appreciation to Risk and Safety Manager Tony Huynh for passing along information regarding the Canyon Fire and to Mr. Riedel for holding down the area and for his response to guests and employees during that time.

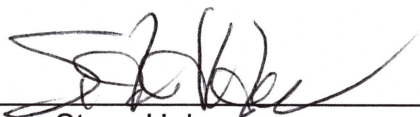
5. Future Agenda Items

Staff mentioned information forthcoming on the Lake Piru Recreation Area restroom maintenance and enhancements.

ADJOURNMENT

Director Huber adjourned the meeting at 11:40 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 2, 2025.

ATTEST: 
Chair Steve Huber



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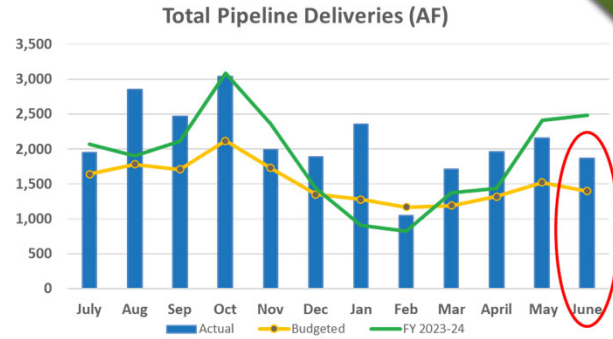


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June 2025 Pipeline

	Actual AF	Budget AF	Variance AF	Actual \$
OH	958	930	28	\$939K
PTP	478	470	8	\$492K
PV	429	0	429	\$154K

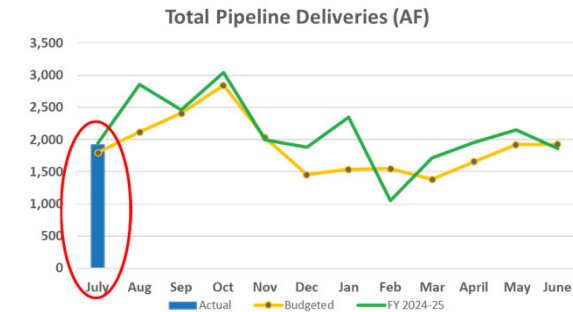
Year-to-date deliveries are 39% above plan and 13% above prior year.



July 2025 Pipeline


	Actual AF	Budget AF	Variance AF	Actual \$
OH	968	960	8	\$1.18M
PTP	244	340	-96	\$160K
PV	704	495	209	\$269K

Year-to-date deliveries are 7% above plan and 2% below prior year.



Finance Department

- 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.



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Administrative Update

Josh Perez
Chief Human Resources Officer

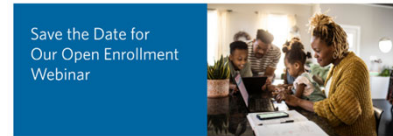
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Human Resources

- Working on recruitment for the following positions:
 - Associate Engineer and Engineer – interviews scheduled
 - Hydrologist and Senior Hydrologist – final interviews pending
 - Executive Assistant – final interviews scheduled
 - Water Treatment Operator II – Matthew Wills and Garrett Torres selected, will start September 15,16
 - Technology Systems Associate – Two staff members selected
- Held an AI in the workplace Brownbag on July 23
- Began preparing for 2025 Healthcare Open Enrollment period based on CalPERS released information



July 23, 2025 - AI in the Workplace Brownbag



CalPERS Health Open Enrollment is Monday, September 15–Friday, October 10, 2025

Learn about Open Enrollment and find out about the resources available to help you explore your options and find the plan that's right for you. Join us for an overview including:

- Information about CalPERS health plans and benefit changes for 2026
- Open Enrollment resources available on the CalPERS website and in myCalPERS
- Answers to frequently asked questions

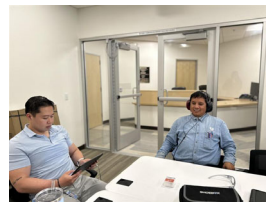


Risk Management

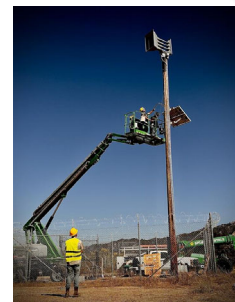
- Coordinated Piru Community outreach partnership between the District and Sheriff's Office of Emergency Services
- Oversaw the dam siren CIP alongside Engineering and coordinated contractor access and social media updates
- Conducted annual hearing test for staff across multiple departments who are part of the District's Hearing Conservation Program



August 7, 2025 - Outreach video filming with OES



August 11, 2025 - Annual Hearing Tests



July 23, 2025 - Dam Siren Upgrade at Piru Spreading Grounds



continued

- Coordinated internal response to Canyon Fire and disseminated Situation Status Reports
- 2023 Winter Storms Disaster Recovery/FEMA Public Assistance Grant Update:
 - Finance received four checks from FEMA totaling \$331,910.99
 - To date, the District has received a total of \$401,067.97



Canyon Fire started August 7, 2025,
near Lake Piru



Technology Systems

- A total of 103 tickets were managed in July covering routine service requests and user support.
- Firewall management systems were upgraded to the latest vendor-approved stable version, address unknown vulnerabilities and performance issues.
- Deployment of a new server and network monitoring system began replacing a legacy platform to improve infrastructure visibility.
- Intern-led projects included:
 - Enhancements to the District's management workflows
 - Planning for Brown Bag presentation to educate staff on best practices of document handling
 - Continued improvements to internal tooling for automating PC imaging and deployment process





Recreation Update

Bernard Riedel, Jr.
Senior Park Ranger

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June - August 2025, Family Fishing Clinic



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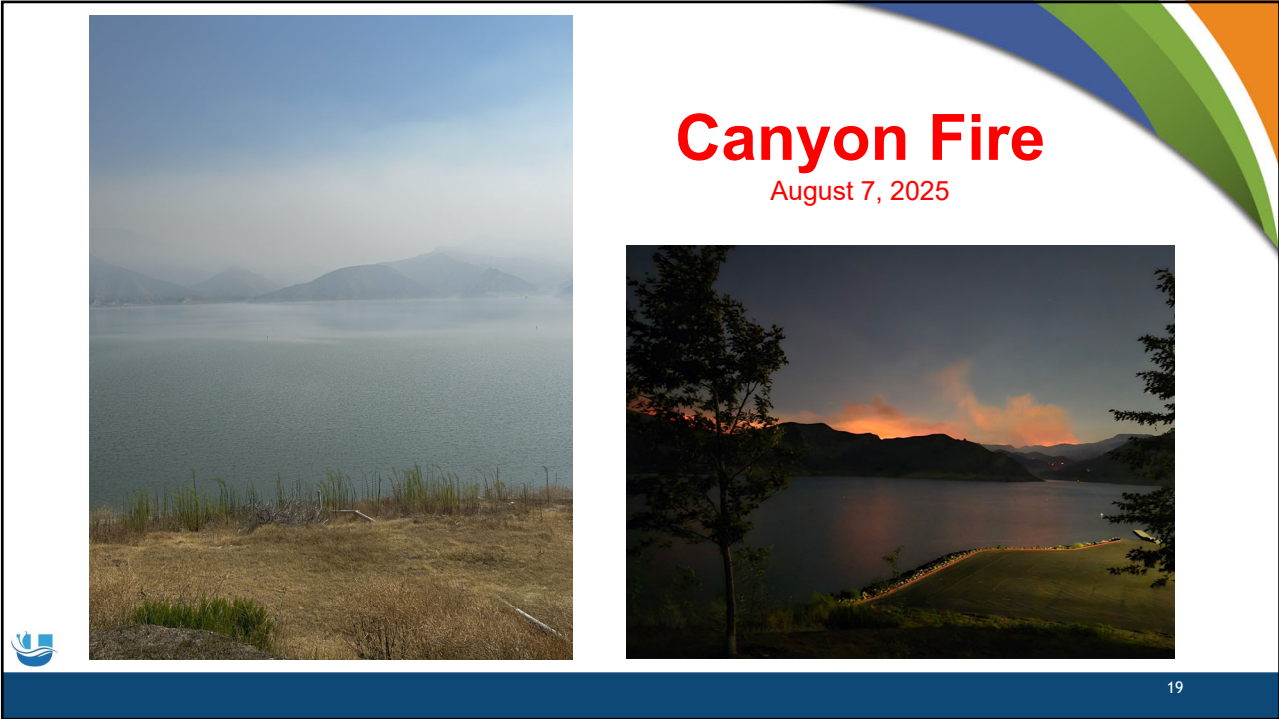
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Ventura County Fair
July 30 through August 10, 2025



Canyon Fire

August 7, 2025

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Video of Canyon Fire from Lake Piru

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