

**Green Valley Domestic Water Improvement District  
FINANCIAL ADVISORY COMMITTEE  
MEETING MINUTES**

**Thursday, December 11, 2025**

**Conducted at the Green Valley Water District Conference Room**

Committee Members	John Green, Chair	Lee Lemas
Present:	April Boysen	
Committee Members Absent:	George (Doctor) Orndorff	
District Staff Present:	Patricia (Pat) Carlstadt, Interim District Manager	
	Olvia Santiago, temporary employee of Robert Half Hiring Solutions	
Public Present:	Jean Reikofski. Departed 10:11 AM	
Clerk of the Board:	Luis Rodriguez	

1. The meeting was called to order at 9:00 AM by committee chair John Green.
2. Roll was taken with 3 committee members present.
3. Welcome new financial advisory committee member, April Boysen.  
The Chair introduced a new advisor, April Boysen. April is a former CPA and owned her accounting firm in Colorado.
4. Introduction of District employee, Olvia Santiago. Also introduced was Olvia Santiago. Olvia has been a temporary employee from the Robert Half employment agency. She will be a full-time employee of the district effective December 17<sup>th</sup>. Her title is Full Charge Bookkeeper.
5. Review of Draft Forensic Audit Report.  
The Keegan Linscott & Associates forensic draft audit was reviewed. The goal was for the committee to be familiar with the report ahead of the formal presentation to the Directors on December 17<sup>th</sup>. The report confirms that from July 1, 2017, to June 30, 2025, Lora Burrueal paid herself \$3.34 million mostly through fraudulent checks. The checks were taken from customer sales tax collections not paid to the state of \$1.4 million, and fake invoices for the balance. The committee reviewed the suggested internal control improvements and restated balance sheets and income statements for these six years.
6. July and August 2025 Monthly Financial Reports.  
Olvia Santiago presented the July and August monthly financial reports. The report format is directly from the Sage accounting system, making the format different from the previous monthly reports. We will configure with this format and improve the format as Olvia becomes more familiar with the Sage system. Water sales variance is positive, and most expenses are tracking the budget except for professional expenses related to the fraud investigation. At August end we have expended \$114,563 on the investigation. The YTD loss as of August 31 is \$46,988.
7. Update of Embezzlement Loss Professional Fees.
8. Pat Carlstad presented the detail of the professional expenses to December 9<sup>th</sup>, which totaled \$316,077, for which \$156,000 was for our attorneys and \$156,000 was for our forensic auditors.
9. Sales Tax suspension.  
John Green outlined the Board action on suspending sales tax collection and removing the \$144,000 liability from the June 30, 2025, reports. This is based on the legal analysis by Doug Johns, our tax attorney. Our new auditors will likely report this sales tax liability as a contingent liability on their audit report.
10. Finance Committee Goals and Projects.  
The committee reviewed the Finance Committee's Goal for FY 2026. One goal is to carefully review the balance sheet assets of Goodwill and Water Supply, and Recharge. The committee desires to ascertain whether these assets are of value or whether they should be written down or off. Lee

Lemas moved that the committee accept these goals and present them to the board for board adoption. Second by April Boysen. Consensus approved.

11. Executive session – Chair, John Green

Pursuant to A.R.S. §38-431.03.B and C., all information from the executive session is to remain confidential. The public is not permitted to attend this portion of the meeting. Pursuant to A.R.S. § 38-431.03.A(2), an executive session will be convened to discuss current litigation arising from fraud and embezzlement.

- Motion to enter executive session to discuss current litigation arising from fraud and embezzlement.

Moved: Lee Lemas

2<sup>nd</sup>: April Boysen

Approved: 3/0

Abstain: None

A. The committee entered executive session at 10:49 AM and reconvened the regular committee meeting at 11:05 AM.

B. No vote or action was taken while in executive session.

12. The next Financial Advisory Committee meeting is scheduled for Thursday, January 22, 2026, at 9:00 AM.

13. Adjournment. The meeting was adjourned at 11:06 AM.

## Green Valley Domestic Water Improvement District

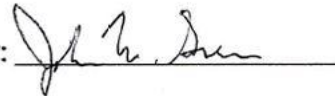
Prepared by:



Luis Rodriguez

Clerk of the Board of Directors

Approved by:



John Green

Chair, Financial Advisory Committee