MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
EL TORO WATER DISTRICT
December 18, 2025

President Gaskins called the meeting of the Board of Directors of the EL TORO WATER DISTRICT to order at 7:30 a.m.

Director McClean led the Pledge of Allegiance to the flag.

Directors MARK MONIN, MIKE GASKINS, KAY HAVENS, KATHRYN FRESHLEY, and WYATT McCLEAN participated.

Also participating were DENNIS P. CAFFERTY, General Manager, GILBERT J. GRANITO, General Counsel, VISHAV SHARMA, CFO, HANNAH FORD, Director of Engineering, SCOTT HOPKINS, Operations Superintendent, JUDY CIMORELL, Director of Human Resources, SHERRI SEITZ, Public Affairs Manager, VU CHU, Water Resources Supervisor, VICKI TANIOUS, Senior Accountant, PAUL MESMER, ISDOC, DOUGLASS DAVERT, OC LAFCO, JAMES FISLER, Mesa Water District, STACY TAYLOR, Mesa Water District, PETER DORSCH, Venture Strategic, MIKE G. (Zoom), Member of the Public, and MARISOL MELENDEZ, Recording Secretary.

Determination of a Quorum

Five Board members were present for the meeting. Therefore, a Quorum was determined.

Oral Communications/Public Comments

Mr. Fisler, representing Mesa Water District and serving as a Commissioner for OC LAFCO, introduced himself and explained that *The Special District's Dialogue* is a quarterly email publication that provides updates relevant to special districts.

Mr. Davert introduced himself as Assistant General manager of Yorba Linda Water District, a Director of East Orange County Water District, and a Commissioner for OC LAFCO. He stated that he hopes to continue serving as a resource for special districts with the upcoming election of commissioners.

Mr. Mesmer of ISDOC provided an overview of the organization and invited input on opportunities to improve collaboration, advocacy, and networking.

Ms. Taylor of Mesa Water District thanked everyone for their time.

At approximately 7:40 a.m., Mr. Davert, Mr. Fisler, Mr. Mesmer, Ms. Taylor, and Mr. Dorsch left the meeting.

Items Received Too Late to be Agendized

President Gaskins asked if there were any items received too late to be agendized. Mr. Cafferty replied no.

Presentation of Awards, Recognitions, Certifications and Introductions

Mr. Cafferty recognized and congratulated Mr. Hopkins and Ms. Tanious for their years of service with the District.

Ms. Tanious left the meeting at approximately 7:53 a.m.

Consent Calendar

President Gaskins asked for a Motion.

Motion: Director McClean made a Motion, seconded by Director Monin to approve the Consent Calendar.

Roll Call Vote:

Director McClean	aye
Director Havens	aye
Director Monin	aye
Vice President Freshley	aye
President Gaskins	aye

Directors Reports for Meetings Attended

Director Havens stated that she attended the MWDOC P&O meeting, the ACWA Conference, the MWDOC Admin/Finance meeting, the Santiago Aqueduct Commission meeting, the WACO meeting, the District's Engineering and Finance meeting, and the District's regular Board meeting.

Vice President Freshley stated that she attended both ETWD's regular Board meetings, the RRC meeting, the ACWA Fall Conference, the SOCWA Board meeting, the Agenda Review meeting, the Laguna Woods City Council meeting, the WACO meeting, the MWDOC P&O meeting, the MWDOC Admin/Finance meeting, and the President/VP/GM meeting.

Director McClean stated that he attended the ACWA Conference, the District's Engineering and Finance meeting, the District's regular Board meeting, the WACO meeting, and the MWDOC P&O meeting,

Director Monin stated that he attended the District's Board meeting, the District's Engineering and Finance meeting, the WACO meeting, the WACO Planning meeting, the ISDOC meeting, the MWDOC Board meeting, the ISDOC Executive meeting, and the MWDOC P&O meeting.

President Gaskins stated that he attended the ACWA Conference, the WACO meeting, the RRC meeting, the SOCWA Board meeting, the District's Engineering and Finance meeting, the District's Board meeting, the Agenda Review meeting, and will be attending the the President/VP/GM meeting.

General Manager Action Items

Administrative Code Update – Section 2090 – Committees of the Board

Mr. Cafferty stated that at the November Board meeting, the Board approved the 2026 meeting schedule, which removed the Community Advisory Group (CAG) meeting as an assigned committee. This change aligns the schedule with Administrative Code section 2090. Mr. Cafferty confirmed that Board members may still attend CAG meetings as compensable meetings.

President Gaskins asked for a Motion.

Motion: Director Havens made a Motion, seconded by Director Monin to approve the amendments to Section 2090 of the El Toro Water District Administrative Code.

Roll Call Vote:

Director McClean	aye
Director Havens	aye
Director Monin	aye
Vice President Freshley	aye
President Gaskins	aye

Resolution No. 25-12-1 Revised Board and Committee Meetings Schedule

Mr. Cafferty stated that the RRC meeting schedule was revised to align with changes recently approved by the SOCWA Board. He further explained that although CAG is no longer a standing committee, it is often attended and participated in by all five Board members. To ensure compliance with Brown Act requirements, the CAG meeting will be listed as a regular Board meeting. CAG operations won't be affected. However, this change will allow flexibility to agendize action items when necessary.

President Gaskins asked for a Motion.

Motion: Director Monin made a Motion, seconded by Vice President Freshley to adopt Resolution No. 25-12-1, which adopts the revised District's schedule of Board and Committee meetings for the 2026 calendar year.

Roll Call Vote:

Director McClean	aye
Director Havens	aye
Director Monin	aye
Vice President Freshley	aye
President Gaskins	aye

General Manager Information Items

General Manager's Monthly Report

Vice President Freshley commented on the low level of uncollectible accounts. Mr. Sharma explained that the Springbrook software transition caused delays in the aging accounts process and stated that staff is currently in the process of sending uncollectible accounts to the collection agency.

Public Education and Outreach Report

Ms. Seitz reported that Vice President Freshley will be the next guest on TV-6 in January. She noted that the Winter newsletter was recently distributed and provided an overview of recent and upcoming community events in which staff has participated.

Water Loss Audit

Mr. Chu reported that for the calendar year 2024, the District delivered approximately 6,386 acre-feet (AF) of water, with 6,076 AF recorded as authorized consumption, resulting in a total system loss of approximately 311 AF. Of this amount, approximately 61 AF were attributed to apparent losses, and approximately 250 AF were classified as real losses. Real losses equated to approximately 22.4 gallons per connection per day.

Mr. Cafferty added that these figures compare total water purchased by the District to total water sold. He noted that water loss is a calculated metric and that water meters are inherently inexact, with accuracy varying based on flow rates. He further stated that total water loss is less than five percent when compared to total water purchased, which is below the industry standard. The real loss standard is 24.3 gallons per connection per day, placing the District below the standard. Staff is taking proactive steps to maintain compliance and continue reducing water losses.

Water Use Efficiency Report

Mr. Chu reported that November water usage decreased due to rainfall, with total potable demand declining by approximately 15% compared to November 2024. As a result, year-to-date usage is down approximately 5% compared to the same billing period in the prior fiscal year. He also noted that recycled water usage decreased.

SOCWA Reports

Vice President Freshley reported that most of the discussion pertained to the Latham and Coastal Treatment Plants, which do not involve the District. She also noted that, as previously mentioned, the Board discussed defining the distinction between public notice and advertising, with policy approval still pending.

Santiago Aqueduct Commission Quarterly Meeting

Director Havens reported a recently completed audit identified a significant risk between SAC and IRWD related to a pipeline administration. She also reported that the Irvine Company is funding the relocation of the pipeline for a residential project currently underway.

MWDOC

Mr. Cafferty discussed SB 707 and its potential impacts on the District with the changes going into effect on January 1, 2026. He explained that the District does not meet the definition of an eligible legislative body under SB 707. Some amendments to the Ralph M. Brown Act do not apply to the District, while others apply to all legislative bodies. These changes include provisions related to teleconferencing, disability accommodations, and the requirement to provide copies of the Brown Act to each member of a legislative body. Mr. Cafferty also noted that SB 827 requires local agency officials to complete financial training every two years.

SOCAG

There were no comments.

LAFCO

There were no comments.

ISDOC

Director Monin reported that the committee discussed a potential Form 700 Workshop.

WACO

Director Monin reported that he received updates from the OCFA.

Election of Officers

Office of President

Mr. Cafferty stated that according to the District's Bylaws, the Vice President automatically ascends to the position of President. Therefore, Vice President Freshley will succeed to the role of President effective January 1, 2026.

Election of Vice President

President Gaskins asked for a Motion.

Motion: President Gaskins made a Motion, seconded by Director Monin to elect Director Havens for the position of Vice President of the Board of Directors of the El Toro Water District.

Roll Call Vote:

Director McClean	aye
Director Havens	aye
Director Monin	aye
Vice President Freshley	aye
President Gaskins	aye

Ratification of Existing Officer Appointments

President Gaskins asked for a Motion.

Motion: Director Monin made a Motion, seconded by Vice President Freshley to ratify the existing appointments for the offices of Dennis Cafferty as Secretary, Judy Cimorell as Assistant Secretary, and Vishav Sharma as Treasurer.

Roll Call Vote:

Director McClean	aye
Director Havens	aye
Director Monin	aye
Vice President Freshley	aye
President Gaskins	aye

COMMITTEE AND GENERAL INFORMATION

Dates to Remember for December 2025/January 2026

There were no comments.

Comments Regarding Non-Agenda Items

Mr. Cafferty informed everyone that Brian Parker was recently appointed as MNWD's new Board Member.

Attorney Report

Mr. Granito reported that on December 8, 2025, the California Court of Appeals issued a very favorable decision in Dreher v. City of Los Angeles affirming the City's budgeted-based tiered water rates. In doing so, the Court rejected Patz v. City of San Diego's strict interpretation of Proposition 218 in several key respects. Mr. Granito stated that the important key findings are reported in the December 11. 2025 Bulletin of COLANTUONO HIGHSMITH WHATLEY, PC.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 9:05 a.m.

Respectfully submitted,

MARISOL MELENDEZ
Recording Secretary

APPROVED:

KATHRYN FRESHLEY, President of
the El Toro Water District and the
Board of Directors thereof

DENNIS P. CAFFERTY, Secretary
of the El Toro Water District and
the Board of Directors thereof