

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
EL TORO WATER DISTRICT
November 25, 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 Havens led the Pledge of Allegiance to the flag.

Committee Members 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, JUDY CIMORELL, Director of Human Resources, JAKE KNOKE Maintenance Worker III, ED MEANS, Means Consulting LLC, RANDALL CRANE, MWDOC, 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

There were no comments.

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 Jake Knoke, Maintenance Worker III, for 10 years of service with the District.

Mr. Knoke left the meeting at approximately 7:36 a.m.

Consent Calendar

President Gaskins asked for a Motion.

Motion: Director Monin made a Motion, seconded by Director McClean 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 McClean stated that he attended the District's Engineering and Finance meeting, the District's regular Board meeting, the CSDA Leadership Conference, the ACWA Region 10 Event, the Laguna Hills Chamber of Commerce event, the Hoover Dam MET Inspection Tour, the ISDOC meeting, and the MWDOC P&O meeting,

Director Havens stated that she attended the MWDOC P&O meeting, the MWDOC/Met Directors Workshop, the MWDOC Board meeting, the Laguna Hills Chamber of Commerce event, the MET Inspection Tour, 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 SOCWA Finance Committee meeting, the Agenda

Review meeting, the Laguna Woods City Council meeting, the WACO meeting, the ACWA Region 10 meeting, the MWDOC P&O meeting, the MWDOC/Met Directors Workshop, the MWDOC Board meeting, the LAFCO meeting, will be attending the SOCAG meeting, and the President/VP/GM meeting.

Director Monin stated that he attended the District's Board meeting, the District's Engineering and Finance meeting, the MWDOC P&O meeting, the MWDOC/Met Directors Workshop, the MWDOC Admin/Finance meeting, the MWDOC Board meeting, the CAG meeting, the WACO meeting, the WACO Planning meeting, the ISDOC meeting, the Laguna Hills Chamber of Commerce event, and the OCWA luncheon.

President Gaskins stated that he attended the MWDOC P&O meeting, the RRC meeting, the MWDOC/Met Directors Workshop, the SOCWA Board meeting, the WACO meeting, the Agenda Review meeting, the President/VP/GM meeting, the District's Engineering and Finance meeting, the SOCAG meeting, the Laguna Hills Chamber of Commerce event, and will be attending the ACWA JPIA meeting on Sunday.

General Manager Action Items

Strategic Plan 2026-2030

Mr. Cafferty stated that the updated plan incorporates extensive input from the Board, management staff, and all employees. Mr. Means has produced a final document, which will serve as a guide for the next five years. Staff will make two final corrections; updating the spelling of Vice President Freshley's name and revising the Board photo to remove the empty chairs.

President Gaskins asked for a Motion.

Motion: Director Havens made a Motion, seconded by Director Monin to approve and adopt the Strategic Plan 2026-2030.

Roll Call Vote:

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

Administrative Code Update – Identity Theft Prevention Program

Mr. Cafferty stated that the program requires annual review and that several staff members contributed input to ensure the information is current and the program remains effective.

President Gaskins asked for a Motion.

Motion: Director Monin made a Motion, seconded by Vice President Freshley to approve the amendments to Section 9020 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

Mr. Means left the meeting at approximately 7:49 a.m.

Resolution No. 25-11-1 Board and Committee Meetings Schedule for the 2026

Calendar Year

Mr. Cafferty reported recent changes to the Brown Act and noted that Legal Counsel is assessing their impact, particularly regarding requirements for providing remote public access to meetings. The District already offers remote access for

Engineering/Finance and Regular Board meetings, but has not historically done so for standing committee meetings. Legal Counsel's preliminary view is that Agenda Review and RRC meetings should also be made remotely accessible, which can be implemented easily. However, providing remote access for Community Advisory Group (CAG) meetings would be challenging. Since CAG does not actually function as a formal standing committee, it will be removed from the list of standing advisory committee meetings. Board members will still be eligible for compensation for attending CAG meetings.

Director Monin asked about the feasibility of offering remote access for CAG meetings to increase public participation. Mr. Cafferty responded that staff will look into potential remote options.

President Gaskins asked for a Motion.

Motion: Director Monin made a Motion, seconded by Director Havens to adopt Resolution No. 25-11-1, which adopts the 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

Mr. Cafferty reported that the first-quarter Director travel expense report will be distributed next week and these updated reports will be sent out quarterly. The report will list registration fees and travel expenses separately.

Director Monin asked about the decrease in customer activity inquiries compared to last year. Mr. Cafferty explained that the change is due to the transition to the new billing system.

Mr. Cafferty noted that billing and finance staff are currently documenting uncollectable account data.

Legislative Reports

Mr. Cafferty noted that MWDOC recently renewed its contracts for federal and state legislative support and will be entering into a new contract with its state firm.

Public Education and Outreach Report

Vice President Freshley asked about the results of the updated turf removal rebate inspection measurement training. Mr. Chu explained that Metropolitan has instituted a new measuring requirement for turf removal across its entire service area, which mandates the use of the new device. Metropolitan requested that District staff provide training for their staff and consulting team since the District is currently the only member agency already using this device.

Water Use Efficiency Report

Mr. Chu reported that total potable water consumption increased by 0.01% in October 2025 compared to October 2024. However, year-to-date potable water consumption has decreased 2.13% compared to last year. He also noted that the District completed the Water Loss and Urban Water Use Objective report and is meeting standards on a preliminary basis.

SOCWA Reports

Vice President Freshley reported that the Finance Committee agreed that public notices and public relation expenses should be separated, with monetary

donations for public relations made optional. This matter will be discussed as a policy at the next SOCWA Board meeting.

Ms. Ford reported that a feasibility study to evaluate improvements to the regional lab was discussed. While no consensus has been reached, multiple options are being considered.

MWDOC

Mr. Cafferty confirmed that MWDOC has renewed its federal contract with Natural Resource Results and that the new state lobbyist firm is Westcoast Advisors.

LAFCO

Vice President Freshley reported that the commission discussed feedback from agencies involved in recent MSRMs and also addressed the counties that have withdrawn from CALAFCO.

ISDOC

Director Monin reported that the committee discussed membership dues and the possibility of a Form 700 workshop.

WACO

Director Monin reported that the guest speaker at the meeting was an advisor from Community Water System Alliance.

COMMITTEE AND GENERAL INFORMATION

Dates to Remember for October/November

There were no comments.

Comments Regarding Non-Agenda Items

There were no comments.

Attorney Report

Mr. Granito reported that ACWA and CASA Attorney Groups are addressing the challenges local public agencies have faced when defending their rates fees and charges in Prop 218 litigation. The idea is to pursue legislation that develops a formal assignment process which in some form, assigns such litigation to designated Superior Court Judges. All for the hopeful purpose of developing consistency in Prop 218 decisions.

Mr. Granito then reported that there is a need for a Closed Session today to address Item No. 2 on today's Closed Session Agenda.

Closed Session

At approximately 8:44 a.m., everyone left the open session except the Board members and General Counsel. Thereafter, Mr. Cafferty and Ms. Cimorell participated in different phases of the Closed Session.

Regular Session

At approximately 9:31 a.m., the Board returned to Regular Session. Also, at this time, Mr. Cafferty and Ms. Melendez returned to the meeting.

Open Session Report

Mr. Granito reported that the Board went into Closed Session to discuss Item No. 2 of today's Closed Session agenda. Mr. Granito further reported that the Board of Directors had made the threshold decision that a compensation increase in some form was in order.

General Manager Compensation

Vice President Freshley led a discussion to grant the District's General Manager at least a 5% base salary increase and a superior performance award ranging between 10-15%.

President Gaskins asked for a Motion.

Vice President Freshley made a Motion, seconded by Director Havens to grant the District's General Manager, Mr. Cafferty, a 5% base salary increase and a superior performance award on the current base salary of 15%.

Roll Call Vote:

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

Vice President Freshley amended the Motion, seconded by Director McClean to grant the District's General Manager, Mr. Cafferty, a 5% base salary increase and a superior performance award on the current base salary of 15%, effective the first pay period of the year 2026.

Roll Call Vote:

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

Vice President Freshley amended the Motion, seconded by President Gaskins to grant the District's General Manager, Mr. Cafferty, a 5% base salary increase and a superior performance award on the current base salary of 15%, effective on the last pay period of December 2025 (the first pay check in January 2026), in accordance with the existing employment contract.

Roll Call Vote:

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

Adjournment

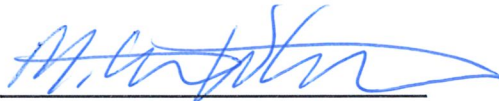
There being no further business to come before the Board, the meeting was adjourned at approximately 9:44 a.m.

Respectfully submitted,




MARISOL MELENDEZ
Recording Secretary

APPROVED:



MIKE GASKINS, 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