

MINUTES OF SPECIAL MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

Finance Committee

August 19, 2025

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee was held on August 19, 2025, at 10:30 a.m. in-person and via teleconference from the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Finance Committee were present:

GAVIN CURRAN	City of Laguna Beach	Alternate Director
DENNIS CAFFERTY	El Toro Water District	Alternate Director
ERICA CASTILLO	South Coast Water District	Alternate Director [exited @ 11:30 am]
PAUL PENDER	Santa Margarita Water District	Alternate Director

Staff Participation:

AMBER BOONE	General Manager
JACK BECK	Accountant
ANNA SUTHERLAND	Staff Accountant
JAMES JONES	Superintendent of O&M
RONI GRANT	Capital Improvement Program Manager
MATT CLARKE	Chief Technology Officer
DANITA HIRSH	Executive Assistant/Clerk of the Board

Also Participating:

KATHRYN FRESHLEY	El Toro Water District
RICK SHINTAKU	South Coast Water District
JENNIFER LOPEZ	South Coast Water District
SAUNDER HUANG	South Coast Water District
KELSEY DECASAS	Moulton Niguel Water District

1. Call Meeting to Order

Chairperson Paul Pender called the meeting to order at 10:30 a.m.

2. Public Comments

None.

3. Approval of Committee Member Request for Remote Participation (Standing Item)

None.

4. Approval of Minutes

- Finance Committee Meeting of June 17, 2025.

ACTION TAKEN

A motion was made by Director Castillo and seconded by Director Curran to approve the Minutes for June 17, 2025, as submitted.

Motion carried: Aye 4, Nay 0, Abstained 0, Absent 0
Director Curran Aye
Director Cafferty Aye
Director Pender Aye
Director Castillo Aye

5. Financial Reports for the Months of May & June 2025

ACTION TAKEN

A motion was made by Director Castillo and seconded by Director Curran to recommend that the Board of Directors receive and file the Financial Reports for the Months of May & June 2025.

Motion carried: Aye 4, Nay 0, Abstained 0, Absent 0
Director Curran Aye
Director Cafferty Aye
Director Pender Aye
Director Castillo Aye

6. Cost Allocation Policy Update

An open discussion ensued regarding revisions, additions, and clarifications to the proposed Cost Allocation Policy.

The Finance Committee directed staff to incorporate the comments provided in the discussion and bring the updated version back to the Committee for review at the next meeting in September.

7. Financial Policies Update

An open discussion ensued regarding revisions, additions, and clarifications to the following SOCWA policies:

- Capitalization and Depreciation of Facilities & Equipment Policy
- Disposal of Surplus Property Policy
- Eternal Auditor Policy; and
- Travel and Expense Reimbursement Policy

The Finance Committee directed staff to incorporate the comments provided in the discussion and bring the updated versions back to the Committee for review at the next meeting in September.

8. Adjournment

There being no further business, Chairperson Pender adjourned the meeting at 11:32 a.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the Special Meeting of the South Orange County Wastewater Authority Finance Committee of August 19, 2025, and approved by the Finance Committee and received and filed by the Board of Directors of the South Orange County Wastewater Authority.



Lynda May/ Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY