

**MINUTES OF SPECIAL MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

Finance Committee

March 18, 2025

Approved

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee Meeting was held on March 18, 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
RICK SHINTAKU	South Coast Water District	Alternate Director [arrived @ 10:48 a.m.]
PAUL PENDER	Santa Margarita Water District	Alternate Director

Staff Participation:

AMBER BOONE	General Manager
JIM BURROR	Deputy GM/Chief Engineer
JACK BECK	Staff Accountant
ANNA SUTHERLAND	Accountant
DINA ASH	HR Administrator
RONI GRANT	CIP Manager
JAMES JONES	Superintendent of O&M
MATT CLARKE	Chief Technology Officer
DANITA HIRSH	Executive Assistant/Clerk of the Board

Also Participating:

ADRIANA OCHOA	Snell & Wilmer
KATHRYN FRESHLEY	El Toro Water District
KRISTI EVEN	South Coast Water District
JENNIFER LOPEZ	South Coast Water District
JENNY PAN	South Coast Water District
SANDER 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 10:43 a.m.

2. Public Comments

None.

3. Approval of Minutes

- Finance Committee Meeting of January 21, 2025.

ACTION TAKEN

A motion was made by Director Curran and seconded by Director Pender to approve the Minutes for January 21, 2025, as submitted.

Motion carried:	Aye 2, Nay 0, Abstained 1, Absent 1
	Director Curran Aye
	Director Cafferty Abstain
	Director Pender Aye
	Director Shintaku Absent

4. Financial Reports for the Month of January 2025 & Cash Disbursements for the Months of December 2024 & January 2025, and FY 2024-25 Q2 Capital Cash Roll Forward

ACTION TAKEN

A motion was made by Director Cafferty and seconded by Director Shintaku to recommend that the Board of Directors (i) ratify the December 2024 disbursement for the period from December 1, 2024, through December 31, 2024, totaling \$3,167,378, (ii) ratify the January 2025 Disbursement for the period from January 1, 2025, through January 31, 2025, totaling \$7,158,373, (iii) receive and file the January 2025 Financial Reports, and (iv) receive and file the Fiscal Year 2024-25 Q2 Cash Roll Forward as submitted.

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

5. FY 25-26 Draft Budget

An open discussion ensued regarding the FY 2025-26 draft budget and its current structure. The discussion noted the reduction in administrative overhead, line item specifics impacting labor costs, and the need for more detail on the capital projects and O&M.

There was consensus of the Finance Committee directing staff to present Table 2 (Administrative and IT Expenses) to the Board of Directors for feedback at the upcoming meeting.

6. Employee Reimbursement to Moulton Niguel Water District

This agenda item was pulled and will be brought back to the Finance Committee at a later date. No action was taken.

7. Adjournment

There being no further business, Director Pender adjourned the meeting at 11:39 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 March 18, 2025, and approved by the Finance Committee and received and filed by the Board of Directors of the South Orange County Wastewater Authority.



Danita Hirsh / Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY