

**IRSH BEACH WATER DISTRICT BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**  
**Saturday, January 10, 2026, at 10:00 A.M. (ZOOM AND IN-PERSON)**

**CALL TO ORDER AND ROLL CALL:** Vice President Hohos called the regular meeting of the Irish Beach Water District Board Meeting to order at 10:00am. Roll call of Directors in attendance: Director Hackett, Director Hohos, Director Reynolds, and Director Weston attended in person; Director Ottoboni was absent. General Manager Vaughn attended in person, while Water System Manager O'Dell attended the meeting via Zoom.

**PUBLIC INPUT:** None.

**OLD BUSINESS:**

- A. **DISCUSSION AND OR ACTION:** BUDGET & FINANCE COMMITTEE UPDATE REVIEW OF FISCAL YEAR 2025/2026 LINE- ITEM BUDGETED V. ACTUALS.

**Action:** General Manager Vaughn reported that the District's financials reflect a lower than projected income from water use due to the timing of the report. She explained that billing for two of the three months in the first quarter was issued the day after this report was generated, so the income reflects the point in time in the annual cycle. Director Hackett noted that while individual lines items are over budget, such as equipment and supplies for maintenance, overall operational costs are where we would expect them to be. She explained that labor costs continue to run a bit lower than projected, but we expect that to change as the year progresses and overall expenses are on track. The Board accepted General Manager Vaughn's report and thanked her for the update.

**NEW BUSINESS:**

- A. **DISCUSSION AND OR ACTION:** DISTRICT MANAGEMENT REPORT.

**Action:** General Manager Vaughn reported that the 2025 performance evaluations were completed and merit bonuses issued as part of the January payroll, as well as the resignation of the Operator Trainee who was hired in January 2025. She explained that she is in the process of doing some clean-up of the District's QBO accounts and anticipates eliminating some accounting codes as part of that process. General Manager Vaughn noted that she is evaluating options for insurance coverage to determine if another risk management pool might provide more cost-effective options than are currently offered by the Special Districts Risk Management Authority, which has insured the District for many years. She reported that the District is preparing to release the 2024-2025 tax year pass-through to the Redwood Coast Fire Protection District and plans to change the process so that tax year 2025-2026 funds are passed as received, so the Board will see a change in the balance of our savings account. General Manager Vaughn noted that she has authorized Water System Manager O'Dell to look for a used truck so that we have the heavy duty 4-wheel drive vehicle necessary to move the vacuum excavator and haul materials to project sites throughout the District. Vehicle costs will be split between operational expenses and Assessment projects. She explained that the financial statement audit for the fiscal year ending 9/30/23 is almost complete, and since it will have little value at this late date, it will not include the Management Discussion & Analysis (MDA) section. General Manager Vaughn noted that the auditor is prepared to begin working concurrently on audits for the fiscal years ending 9/30/24 and 9/30/25, which will bring us up to date. She explained that the report for 2024 will once again omit the MDA section, while the audit for 2025 will be current and will include an MDA. The Board can expect to see increased audit costs in current budget year since we will be paying for two audits; however, the District will once again be current with audit requirements. The Board directed General Manager Vaughn to implement the recommended approach to the audits and thanked her for the report.

- B. **DISCUSSION AND OR ACTION:** OPERATIONS UPDATE – ROAD MAINTENANCE ANNUAL PLAN.

**Action:** Director Reynolds and Water System Manager O'Dell presented the District's road maintenance plan, which they explained addresses the requirements of the July , 2025 settlement agreement to maintain the unpaved portion of the loop road that runs from Alta Mesa Road to Hillcrest Drive by keeping the roads graded, rocked, and drive-worthy. They reported that the maintenance plan covers routine activities to be completed in each season of the year, as well as emergency maintenance events during the three-year period from September, 2025 to September 2028. Water System Manager O'Dell noted that owners of parcels in Unit 9 have contacted him regarding the need for improvements to the loop road and are

under the impression that the District is responsible for more than maintenance. The Board acknowledged the need to share the requirements of the settlement agreement with all Unit 9 acreage parcel owners so that District staff is not faced with responding to requests that fall outside of the scope of maintenance activities. The Board accepted the road maintenance plan and thanked Director Reynolds and Water System Manager O'Dell for their report.

**C. DISCUSSION AND OR ACTION: 2026 ELECTION OF OFFICERS TO THE BOARD OF DIRECTORS.**

**Action:** Director Hackett explained that each year the Board holds an annual organizational meeting at its regular meeting in January. She noted that there have been a few changes in the composition of the Board, so we have two new members with limited experience. Given the inexperience of the newer members, Director Hackett recommended that the Vice President role be left vacant this year and made a motion to approve the following slate of Officers for 2026

President: Danielle Hohos  
Vice President: vacant  
Secretary: Heather Hackett  
Treasurer: Tom Ottoboni  
Director at Large 1: John Reynolds  
Director at Large 2: Ken Weston

Vice President Hohos seconded the motion and called for a vote: Director Hackett – Aye, Director Weston – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**D. DISCUSSION AND OR ACTION: CONSIDER RESOLUTION 2026-01 – REQUESTING APPROVAL FROM THE COUNTY BOARD OF SUPERVISORS TO REPLACE ITS ANNUAL AUDIT REQUIREMENT WITH A BIENNIAL AUDIT.**

**Action:** General Manager Vaughn explained that the District is currently required to complete financial statement audits every year, and as discussed earlier the District is behind schedule. Director Hackett noted that the State recognizes that annual audits may not be necessary for every District, so there is a process for changing to a biennial schedule by requesting the approval of the County Board of Supervisors. She made a motion to approve Resolution Number 2026-01 - Requesting Approval from the County Board of Supervisors to Replace its Annual Audit Requirement with a Biennial Audit. Director Weston seconded the motion, and Vice President Hohos called for a vote: Director Hackett – Aye, Director Weston – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**E. DISCUSSION AND OR ACTION: CONSIDER RESOLUTION 2026-02 – COMMENDING SUSAN ISRAEL FOR HER SERVICE TO THE COMMUNITY OF IRISH BEACH.**

**Action:** Director Hohos explained that Suzy Israel served as a Director and President of the Board for quite some time and was involved in settling longstanding litigation. She made a motion to approve Resolution Number 2026-02 - Commending Susan Israel for her service to the community of Irish Beach. Director Reynolds seconded the motion, and Vice President Hohos called for a vote: Director Hackett – Aye, Director Weston – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**F. DISCUSSION AND OR ACTION: CONSIDER RESOLUTION 2026-03 – AUTHORIZING CERTAIN BOARD MEMBERS AND STAFF TO SIGN ON DISTRICT BANK ACCOUNTS**

**Action:** Director Hackett explained that the resolution is a routine housekeeping action to address Suzy's resignation from the Board, and Karen's addition as the new General Manager. She noted that the General Manager needs access to all of the Districts accounts and made a motion to approve Resolution Number 2026-03 – authorizing certain Board members and staff to sign on District bank accounts. Director Reynolds seconded the motion, and Vice President Hohos called for a vote: Director Hackett – Aye, Director Weston – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**G. DISCUSSION AND OR ACTION: CONSIDER RESOLUTION 2026-04 – PERTAINING TO THE LOCATION, CONSTRUCTION, AND USE OF PRIVATE WELLS WITHIN THE IRISH BEACH WATER DISTRICT; UPDATE TO POLICY 3005 – WATER SERVICE CONNECTIONS**

**Action:** Director Hackett reported that the District recently engaged in discussion with the owner of six of the acreage parcels located in Unit 9 regarding water service. She explained that policy 3005 requires parcel owners to pay for the extension of water mains to provide service to parcels not currently connected to the system; however, the District does not currently have a process for approving wells when the cost of installing water mains would be prohibitive or impractical. She noted that Resolution 2026-04 is an effort to balance the need for private wells in some unique circumstances against the District's obligation to have, or develop, sufficient water supply to serve all properties in the District, which adds value to all parcels. After discussion among the Directors, Director Hackett made a motion to approve Resolution Number 2026-03 - Pertaining to the location, construction, and use of private wells within the Irish Beach Water District and the modification to IBWD policy 3005 - Water Service Connections. Director Reynolds seconded the motion and Vice President Hohos called for a vote: Director Hackett – Aye, Director Weston – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**COMMUNICATIONS AND CORRESPONDENCE.** None.

**CONSENT CALENDAR:**

- A. TREASURER'S REPORT, CHECKS ISSUED.
- B. OPERATIONS REPORT.
- C. HOUSEKEEPING REOLUTIONS:
  - a. RESOLUTION 2026-05 DOCUMENTING THE DECISION TO RESCIND ORDINANCE 1991-01 - PERTAINING TO GROUNDWATER EXTRACTION PERMITS.
  - b. RESOLUTION 2026-06 DOCUMENTING THE DECISION TO RESCIND RESOLUTION 1989-08 - PERTAINING TO THE ACCEPTANCE OF HOOK-UP FEES.
  - c. RESOLUTION 2026-07 DOCUMENTING THE DECISION TO RESCIND RESOLUTION 2002-01- PERTAINING TO CUSTOMER REQUESTED DISCONNECTION AND TERMINATION OF SERVICE.
  - d. RESOLUTION 2026-08 DOCUMENTING THE DECISION TO RESCIND RESOLUTION 2004-01 - PERTAINING TO USE OF THE FIREHOUSE FOR COMMUNITY ACTIVITIES.
- D. MINOR UPDATES TO PERESONNEL POLICIES:
  - a. 2300 - DISTRICT COMPENSATION & WORK SCHEDULE
  - b. 2400 - DISTRICT PERFORMANCE EVALUATIONS
  - c. 2500 - EMPLOYEE LEAVE
  - d. 2800 – DISTRICT TRAINING PROGRAM
- E. REPORT FROM THE PROP. 218 COMMITTEE: ONE-TIME 2002 ASSESSMENT REFUND SETTLEMENT AND LITIGATION FEE STATUS UPDATE; AND 2002 ASSESSMENT REFUND TO UNCONNECTED PARCELS.
- F. APPROVAL OF MINUTES: NOVEMBER 1, 2025 REGULAR MEETING AND NOVEMBER 29, 2025 SPECIAL MEETING.

**Action:** Vice President Hohos made a motion to accept the accept the checks issued, operations report, resolutions, policy updates, report from the Prop. 218 Committee, and the meeting minutes included in the consent calendar. Director Hackett seconded the motion, and Vice President Hohos called for a vote: Director Hackett – Aye, Director Weston – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**ADJOURNMENT:** Vice President Hohos made a motion, with a second from Director Hackett, to adjourn the regular meeting at 11:14am. She noted that due to the absence of District Counsel Emrick, the Executive Session has been continued to the March meeting. The motion passed with a quorum.

Respectfully submitted:  
/s/ Danielle Hohos  
President  
Date: January 10, 2026

Attest as Presented:  
/s/ Heather Hackett  
Secretary of the Board  
Date: January 10, 2026