

MINUTES

Thursday, January 18, 2024
Mammoth Community Water District
Regular Board Meeting

The Board of Directors convened in session at the hour of 5:31 p.m., and the meeting was adjourned at 7:09 p.m.

Prepared by:



Stephanie Hake
Executive Assistant

ATTEST:



Mark Busby
Board Secretary

THE REGULAR MEETING of the Board of Directors of the Mammoth Community Water District was held on Thursday, January 18, 2024 at 5:31 p.m.

ROLL CALL

Board Present

Director: Tom Cage
Director: Dennis Domaille
Director: Elizabeth Hylton
Director: Tom Smith
Director: Gary Thompson

Board Absent

None

Staff Present

General Manager: Mark Busby
District Engineer: Garrett Higerd
Finance Manager: Jeff Beatty
Operations Superintendent: Clay Murray
Maintenance Superintendent: Rob Motley
Information Services Manager: Justin Mulbay
Human Resources Manager: Chris Weibert
Executive Assistant: Stephanie Hake
District Counsel: Joshua Horowitz (*attending via Zoom*)

Guests Present

Janet Hatfield, Whitebark Institute
Leanna Block, MCWD staff

PUBLIC FORUM

President Smith opened the public forum at 5:31 p.m.

Leanna Block addressed the Board on behalf of her husband, Jeff, and their three sons, Asher, Corban, and Ezra. She said she and her family recently purchased and moved into their "forever home" thanks to the District's Employee Home Purchase Assistance program. She said they would never be able to purchase a home in the region without the help of the program. She expressed her gratitude and appreciation for the Board consistently putting an emphasis on taking care of the District's staff.

President Smith thanked Ms. Block for her comments and closed the public forum at 5:33 p.m.

CONSENT AGENDA A

- A-1 Approve the November and December 2023 Check Disbursements**
- A-2 Approve the Minutes from the Regular Board Meeting held November 16, 2023**
- A-3 Approve the Minutes from the Special Board Meeting held December 7, 2023**

Director Domaille made a motion.

BOARD ACTION – To approve Consent Agenda A

MOVED BY: Director Domaille
SECONDED BY: Director Thompson
AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson
NAYS: None

CONSENT AGENDA B – DEPARTMENT REPORTS

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|--|---|
| B-1 Operations Department Report | B-5 Information Services Report |
| B-2 Maintenance Department Report | B-6 Personnel Services Report |
| B-3 Finance Department Report | B-7 Regulatory Support Services Report |
| B-4 Engineering Department Report | B-8 General Manager’s Report |

Director Cage made a motion.

BOARD ACTION – To approve Consent Agenda B

MOVED BY: Director Cage
SECONDED BY: Director Domaille
AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson
NAYS: None

CURRENT BUSINESS

C-1 Elect the Board President, Vice President, and Assign Committee Members for 2024

Following a very brief discussion Director Domaille made a motion for Director Smith to remain as President and a separate motion for Director Cage to remain as Vice President.

BOARD ACTION – For Director Smith to remain as Board President

MOVED BY: Director Domaille
SECONDED BY: Director Cage
AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson
NAYS: None

BOARD ACTION – For Director Cage to remain as Board Vice President

MOVED BY: Director Domaille
SECONDED BY: Director Thompson
AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson
NAYS: None

President Smith then suggested the committee assignments remain the same unless Director Hylton was interested in being a trustee for the Pension Committee. Ms. Hylton declined the offer and said she would like to simply observe for another year.

President Smith noted that the current two ad-hoc committees for MOU Negotiations and Code/Policy work, would remain in place for the foreseeable future.

Standing and Ad Hoc Committee Assignments - 2024

<u>Committee</u>	<u>Members</u>	<u>Alternate</u>
Finance Committee	Directors Cage and Hylton	Director Smith
Investment Committee	Directors Cage and Hylton	Director Smith
Technical Services Committee	Directors Domaille and Thompson	Director Cage
Long-Range Planning Committee	Directors Domaille and Cage	Director Thompson
Employee Housing Committee	Directors Smith and Thompson	Director Hylton
MOU Negotiations Committee (<i>ad-hoc</i>)	Directors Smith and Cage	<i>na</i>
MCWD Code and Policy Committee (<i>ad-hoc</i>)	Directors Smith and Domaille	<i>na</i>

Other Board Assignments - 2024

<u>Committee / Position</u>	<u>Members</u>	<u>Alternate</u>
President	Director Smith	<i>na</i>
Vice President	Director Cage	<i>na</i>
Secretary	Mark Busby	<i>na</i>

BOARD ACTION – Board assignments for 2024 per the above table.

C-2 Discuss and Consider Adopting Resolution No. 01-18-24-01 Appointing a Member of the Board of Directors as Trustee to the Mammoth Community Water District’s Money Purchase Pension Plan for 2024

Director Smith nominated Director Cage to remain as the trustee and there was no discussion.

BOARD ACTION – To adopt Resolution No. 01-18-24-01 reappointing Director Cage as the Board Member Trustee to the Mammoth Community Water District’s Money Purchase Pension Plan

MOVED BY: Director Smith
SECONDED BY: Director Domaille
AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson
NAYS: None

C-3 Discuss and Provide Direction to Staff Regarding a Request by Eastern Sierra Climate & Communities Resilience Project Team (ESCCRP) to Enter into a Memorandum of Understanding (MOU) with Blue Forest

Finance Inc. and Other Agencies to Explore Stakeholder Benefits Related to Funding Forest Restoration Projects in the Mammoth Lakes Region of the Inyo National Forest

Mark Busby provided a brief overview of the request to sign the MOU.

Janet Hatfield with Whitebark Institute addressed the Board and explained the background of the ESCCRP and the relationship to Whitebark. She described how Whitebark is working to secure grant funding for forest thinning projects in the region. These projects support the USFS, but the focus is to protect the community. Ms. Hatfield said the first few signers of the MOU are anticipated to sign in February.

Attorney Horowitz said that Yuba Water Agency has been successfully working with Blue Forest on some large thinning projects on the west side of the Sierras. He said it is within the District's mission due to wildfire risk exposure if the District chooses to participate. He pointed out that the MOU is non-binding and does not include a commitment of District funds at this time.

Following some discussion, the Board decided to gather more information before deciding to sign the MOU. Direction was given to staff to contact Yuba Water Agency about making a presentation to the MCWD Board at the next meeting to share their experience in being involved with a Forest Resiliency Bond (benefits, staff time, and takeaways).

BOARD ACTION – None, direction only

C-4 Discuss and Consider Adopting the Disposal of Surplus Assets Policy

President Smith noted that development of this policy has been one of the topics that the ad-hoc Code/Policy committee has been working on.

Jeff Beatty said this policy was developed because asset disposal was minimally addressed in the Code and there have been recent legislative updates regarding disposal of real property that needed to be incorporated. He went on to say that the policy provides for guidelines and structure to dispose of District assets transparently and effectively; particularly old equipment that has reached the end of its useful life or no longer meets regulatory requirements.

There was no discussion and Director Domaille made a motion.

BOARD ACTION – To adopt the Disposal of Surplus Assets Policy

MOVED BY: Director Domaille
SECONDED BY: Director Thompson
AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson
NAYS: None

C-5 Discuss and Consider Adopting the Out-of-District Water and Wastewater Service Policy

Garrett Higerd said that the policy is to address both existing and future water and sewer service to all out-of-district customers. He said that the MCWD Code has only provided for out-of-district service in the Sewer Code, Chapter 11, and that water service has never been addressed in the Code. This policy is written to address both commercial and residential users. After adopting the policy, the goal is to have updated individual agreements

with each of the commercial accounts (approximately 21) and a set of rules and regulations to govern the Lakes Basin Cabin accounts, along with updated language in both the Water Code and Sewer Code that references the policy and rules and regulations.

Mr. Higerd added that the policy describes the District's philosophy for prioritizing in-district vs. out-of-district service and the process for addressing new uses or expanded uses.

BOARD ACTION – To adopt the Out-of-District Water and Wastewater Service Policy

MOVED BY: Director Domaille
SECONDED BY: Director Hylton
AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson
NAYS: None

C-6 Discuss and Consider Adopting Ordinance No. 01-18-24-02 Amending Chapter 11 of the MCWD Code to Update Division XII Regarding Out-of-District Wastewater Service and Adding Division XIII to Chapter 12 Regarding Out-of-District Water Service

President Smith thanked Attorney Horowitz for his guidance with developing the Out-of-District Service Policy and associated ordinance update to the MCWD Code. There was no discussion and Director Hylton made a motion.

BOARD ACTION – Adopt Ordinance No. 01-18-24-02 amending Chapter 11 of the MCWD Code to update Division XII regarding Out-of-District Wastewater Service and adding Division XIII to Chapter 12 regarding Out-of-District Water Service

MOVED BY: Director Hylton
SECONDED BY: Director Cage
AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson
NAYS: None

C-7 Engineering and Maintenance Update on the Close-out of 2023 MCWD Capital Projects

Garrett Higerd provided a brief summary of the highlighted projects completed during the past construction season and added that moving forward, staff will produce a close-out report at the completion of big projects.

- *Highway 203 Sewer Upgrade*
- *Equalization Basin Pump Building Roof Replacement*
- *Water Storage Tank, T-8 Replacement*
- *2023 Summer Construction Crew Projects*

Rob Motley elaborated on the variety of maintenance-related projects that get accomplished each summer primarily due to the District's success in assembling a temporary construction crew each year.

BOARD ACTION – None, informational only

C-8 Quarterly Water Supply Update

Clay Murray said that snowpack is much lower than it was a year ago, but it is still early in the season. He noted that even after last year's record-breaking snowpack, groundwater recharge has still not fully recovered. He said he would report monthly over the next couple of months on how the snowpack develops.

There was a brief discussion.

BOARD ACTION – None, informational only

COMMITTEE MEETINGS HELD DURING THE MONTH

Ad-Hoc Code/Policy Committee – *January 9, 2024*

Tom Smith
Dennis Domaille

Technical Services Committee – *January 16, 2024*

Dennis Domaille
Gary Thompson

Finance Committee – *January 16, 2024*

Tom Cage
Elizabeth Hylton

Investment Committee – *January 16, 2024*

Tom Cage
Elizabeth Hylton

Ad-Hoc Code/Policy Committee:

Director Smith reported that the committee met and discussed the topics that were covered by tonight's actions.

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Technical Services Committee:

Director Thompson said there was not much to report from the committee meeting that had not been discussed this evening.

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Finance Committee:

Director Hylton reported that there wasn't much of interest discussed at the finance meeting.

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Investment Committee:

Director Hylton reported that staff and the investment advisors have developed a good strategy for the long-term LADWP investment fund. She also said that the investment portfolio is currently able to maximize the high interest rate environment.

Director Cage added that the committee is very appreciative of the good work with the District's investments being done by staff and Chandler investment advisors.

DIRECTOR COMMENTS, REQUESTS, AND REPORTS

Director Domaille noted the handout provided by staff describing the required training in the coming year for Board members and asked if the training could be handled by calling a special board meeting. Stephanie Hake responded that she would work with the Board members to schedule the trainings in the next couple of months.

Director Hylton requested that she be able to attend the CSDA's Leadership Conference in early February. It was suggested that she work with Ms. Hake to make the appropriate arrangements to attend.

ATTORNEY REPORT

Attorney Horowitz reported that his office had prepared and distributed a year-end report regarding laws affecting the District taking effect in 2024.

CLOSED SESSION

None

ADJOURNMENT

Director Domaille made a motion to adjourn the meeting.

BOARD ACTION – To adjourn the meeting

MOVED BY: Director Domaille
SECONDED BY: Director Cage
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson
NAYS: None

The meeting was adjourned at 7:09 p.m.