

MINUTES

Thursday, September 16, 2021
Mammoth Community Water District
Regular Board Meeting

The Board of Directors convened in session at the hour of 5:32 p.m. There was no recess taken, and the meeting was adjourned at 7:58 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 held on Thursday, September 16, 2021 at 5:32 p.m.

ROLL CALL

Board Present *

Director: Tom Cage
Director: Robert Creasy
Director: Dennis Domaille
Director: Tom Smith
Director: Gary Thompson (*arrived at 5:44 p.m.*)

Board Absent

None

Staff Present *

General Manager: Mark Busby
District Engineer: Garrett Higerd
Operations Superintendent: Clay Murray
Maintenance Superintendent: Jerry Baker
Finance Manager: Jeff Beatty
Information Services Manager: Justin Mulbay
Principal Administrative Analyst: Chris Weibert
Executive Assistant: Stephanie Hake
District Counsel: Joshua Horowitz

Guests Present *

Richard Teaman - Teaman, Ramirez and Smith, Inc.
Rick Gallo - Teaman, Ramirez and Smith, Inc.
Kevin Kostiuik – Raftelis Consultants, Inc.
Joseph Collins – Raftelis Consultants, Inc.

**** As a result of the threat of COVID-19, the Governor issued Executive Order N-25-20 dated March 12, 2020 allowing for Directors, staff, and members of the public to attend this public meeting via teleconference without strict compliance with the Brown Act's teleconferencing requirements. To maximize public participation, comply with Brown Act requirements, and provide a clear record of the meeting, public comment was made available for each agenda item and all action items were voted on by roll call.***

PUBLIC FORUM

President Smith opened the public forum at 5:32 p.m.

No one addressed the Board and President Smith closed the public forum at 5:32 p.m.

CONSENT AGENDA A

- A-1 Approve August 2021 Check Disbursements (Incode10 #'s 1342 – 1464)**
- A-2 Approve Minutes from the Regular Board Meeting held August 19, 2021**

President Smith and Director Domaille said they would abstain from voting to approve the minutes, A-2, due to being absent from the August 19, 2021 meeting. Attorney Horowitz said that there was no need for either to abstain from the vote if they had read and were in agreement with the minutes.

There was no further discussion.

BOARD ACTION – To approve Consent Agenda A

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

CONSENT AGENDA B – STAFF REPORTS

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

Director Creasy made a motion.

BOARD ACTION – To approve Consent Agenda B

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

CURRENT BUSINESS

- C-1 Presentation, Discussion, and Filing of the 2020-2021 Financial Audit**
 - **Richard Teaman, CPA, Teaman, Ramirez & Smith**

Richard Teaman addressed the Board and stated that his firm was issuing an “unmodified” opinion on the District’s fiscal year 2021 financial statements, the highest rating available in accordance with GAAP (Generally Accepted Accounting Principles) and the same rating as the previous several years. An “unmodified” opinion indicates that financial information is being reported fairly and with full disclosures.

Mr. Teaman then provided a thorough review of the Draft 2020-2021 Financial Audit; highlighting that staff were well prepared and there were no items listed in the Internal Control Report. He described several Government Accounting Standards Board pronouncements implemented in the past year that impacted the required reporting and formatting of the financial statements. A few questions from Board members were addressed.

In closing, President Smith expressed compliments to the Finance Department staff for their thorough preparation and appreciation to Mr. Teaman and his team for their time.

President Smith called for a motion.

BOARD ACTION – To accept the Fiscal Year 2020-2021 draft Financial Audit dated 9/2/21 as presented

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

C-2 DRAFT Water and Wastewater Rate Study Report Prepared by Raftelis Financial Consultants for Proposed 2022-2026 Water and Wastewater Rates

A. Representatives of Raftelis Will Make a Presentation to the Board on the Draft Rate Study Report

B. The Board Will Discuss and Provide Direction to Staff and Raftelis on the Draft Report and Proposal to Adjust the District’s Water and Wastewater Service Rates and Charges Through April 1, 2026

Jeff Beatty gave a high-level introduction of the study and the draft water and wastewater rate study report being presented which support the District’s financial reserve targets and objectives. He said the goal is to have the proposed rate changes implemented at the start of the next fiscal year, April 1, 2022.

Kevin Kostiuk of Raftelis Financial Consulting provided a slide show presentation to the Board and attendees which described the proposed changes to the water and wastewater base rates, as well as the water usage rates and the methodology for the proposed changes.

Following a lengthy discussion by the Board, direction was provided to staff and the consultant to make adjustments to the year-over-year forecasts of revenues to reflect changes in how property taxes might increase and have the ad hoc committee review the updates prior to the next presentation to the board.

BOARD ACTION – None, direction only

C-3 Discuss and Possibly Adopt the MCWD Board of Directors Delegation of Authority Policy (PL-BOD-003)

Stephanie Hake briefly outlined the proposed policy. Following a brief discussion, Director Creasy made a motion.

BOARD ACTION – To adopt the MCWD Board of Directors Delegation of Authority Policy (PL-BOD-003)

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

C-4 Appoint an Ad Hoc Committee to Conduct an Annual Performance Review of the General Manager

President Smith appointed himself and Director Cage as an ad hoc committee to conduct the annual performance review of the General Manager.

BOARD ACTION – None

C-5 Ratify Resolution No. 08-19-21-16 Honoring Jesus Guarneros

Following a brief discussion Director Domaille made a motion.

BOARD ACTION – To ratify Resolution No. 08-19-21-16 honoring Jesus Guarneros

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

Committee Meetings Held During the Month

Technical Services Committee – September 15, 2021

Dennis Domaille
Gary Thompson

Finance Committee – September 15, 2021

Tom Cage
Robert Creasy

Technical Services Committee:

Director Domaille reported that the committee was updated on the following District activities:

- ✓ *The well drilling activities at Well 32, Well M-33 (Center Street), and Laurel Pond*
- ✓ *The status of monitoring equipment for Wells BLM 2 & 3*
- ✓ *The rehabilitation of Lake Mary storage tank, T-1*

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Finance Committee:

Director Cage reported that the committee primarily discussed the draft FY21 audit report presented earlier in the meeting. Director Creasy noted that the Finance department is struggling with the new financial software to get accurate reporting, but that staff are making progress towards this goal.

DIRECTOR COMMENTS, REQUESTS, AND REPORTS

None

ATTORNEY REPORT

Attorney Horowitz said the only item to report on is that Assembly Bill 361 (AB 361) had just been approved by the Assembly and Senate and is awaiting the Governor's signature. The bill modifies certain Brown Act requirements allowing for public agencies to hold meetings remotely when a State of Emergency has been declared by the Governor. The current practice of holding virtual meetings is allowed due to a series of Executive Orders issued in March 2020, but those provisions expire on September 30. Once the bill is signed as expected, his office will circulate a memo and work with staff to ensure understanding of and compliance with the new AB 361 meeting guidelines.

CLOSED SESSION

D-1 Conference with Real Property Negotiators

Pursuant to Government Code Sections 54954.5(e) and 54956.8

Property Description: Mono County APNs – 035-100-003; 035-010-020; 022-322-035

Under Negotiation: Price and Terms of Payment

MCWD Negotiators: Mark Busby, Garrett Higerd, and Tom Cage

Property Owner Negotiator: Town of Mammoth Lakes

ADJOURNMENT

Mark Busby said there were no updates to report on item D-1, therefore there would be no need for closed session. 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

ABSENT: None

President Smith adjourned the meeting at 7:58 p.m.

Shred Pro Inc.
 SHRED, PRO, INC
 PO BOX 100-PMB 353
 MAMMOTH LAKES, CA 93546

Invoice

Date	Invoice #
10/14/2021	8239

Mammoth Lakes Water District
 P.O. Box 597
 Mammoth Lakes, CA 93546

Due Date
11/13/2021

Did you know that it takes an employee 5 hours to shred 50 lbs. of paper?

Item	Quantity	Description	Rate	Service Date	Amount
65 Gal	1	65 Gallon Wheeled Bin 200-250 lbs., 1315 Meridian Blvd, Mammoth Lakes, CA 93546	60.00	10/14/2021	60.00

Total	\$60.00
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Balance Due	\$60.00
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NAID non-certified Member receipt of destruction certifies that all materials received for confidential destruction throughout the preceding schedule of services was confidentially handled, completely destroyed beyond recognition and responsibly recycled.

Email: shredproinc@yahoo.com

Phone #	760-920-0022	Fax #	760-648-7193
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www.shredproinc.com

Payment due upon receipt. Finance charges of 5% will be applied on unpaid balance after 30 days