

MINUTES

Thursday, January 20, 2022
Mammoth Community Water District
Regular Board Meeting

The Board of Directors convened in session at the hour of 5:33 p.m. There was no recess taken and the meeting was adjourned at 6:31 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, January 20, 2022 at 5:33 p.m.

ROLL CALL

Board Present *

Director: Tom Cage
Director: Robert Creasy
Director: Dennis Domaille
Director: Tom Smith
Director: Gary Thompson

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
Senior Administrative Analyst: Betty Hylton
Principal Administrative Analyst: Chris Weibert
Executive Assistant: Stephanie Hake
District Counsel: Joshua Horowitz

Guests Present *

None

** 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 if the Board complies with the requirements of AB 361. 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 5:35 p.m.

No one addressed the Board and President Smith closed the public forum at 5:35 p.m.

PUBLIC HEARING

President Smith announced that the public hearing would be continued to the March 17, 2022 regular board meeting.

CONSENT AGENDA A

A-1 Consider finding by a majority vote under Gov. Code, section 54953, subd. (e)(1)(B) that, as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees: and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, section 54953, subd. (e)(1)(C)

A-2 Approval of November 2021 Check Disbursements (Incode #'s 1727-1848)

A-3 Approval of December 2021 Check Disbursements (Incode #'s 1854-1998)

A-4 Approval of Minutes from the Regular Board Meeting held November 18, 2021

There was no discussion and Director Domaille made a motion.

BOARD ACTION – To approve Consent Agenda A

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

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, Smith, and Thompson
NAYS: None
ABSENT: None

CURRENT BUSINESS

C-1 Public Hearing on Proposed new District Water and Wastewater Rate Structure

- The Board will receive a staff presentation and then public comment on the proposed new water and wastewater rates. Staff also will provide the Board with a tabulation of written protests of the new rate structure.

Jeff Beatty stated that some ministerial errors were discovered in a couple of tables in the Proposition 218 notice and supporting rate study. Raftelis, the District's consultant who prepared the study, was in the process of correcting the errors. Once the corrections had been made, a revised Proposition 218 notice would be mailed with a new hearing date set for the March 17, 2022 regular board meeting.

BOARD ACTION – None

C-2 Discuss and Possibly Adopt Ordinance No. 01-20-22-02 Concerning New Water and Wastewater Rate

It was noted that this item would be cancelled and rescheduled for the March 17, 2022 regular board meeting.

BOARD ACTION – None

C-3 Elect the Board President, Vice President, and Assign Committee Members for 2022

Director Creasy suggested that there be no change to the board assignments for the coming year. There was no further discussion and he made a motion.

Standing Committee Assignments - 2022

| <u>Committee</u> | <u>Members</u> | <u>Alternate</u> |
|--------------------------------|---------------------------------|-------------------|
| Finance Committee: | Directors Cage and Creasy | Director Smith |
| Technical Services Committee: | Directors Domaille and Thompson | Director Cage |
| Investment Committee: | Directors Cage and Creasy | Director Smith |
| Long-Range Planning Committee: | Directors Domaille and Cage | Director Thompson |
| Employee Housing Committee: | Directors Creasy and Thompson | na |

Other Board Assignments - 2022

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

BOARD ACTION – For all board assignments to remain the same for 2022 (as noted above)

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

C-4 Assign an Ad-Hoc Committee to Review and Provide Guidance to Staff Regarding Policy Decisions Related to Updating the MCWD Code

President Smith appointed himself and Director Domaille as an ad hoc committee to work with staff in the process of deconstructing the MCWD Code.

BOARD ACTION – None

C-5 Discuss and Consider Adopting Resolution No. 01-20-22-01 Appointing a Member of the Board of Directors as Trustee to the Mammoth Community Water District's Money Purchase Pension Plan for 2022

There was no discussion, Director Domaille made a motion.

BOARD ACTION – For Director Cage to remain as the Board Member Trustee to the Mammoth Community Water District's Money Purchase Pension Plan, and adopt Resolution No. 01-20-22-01 for that reappointment

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

C-6 Discuss and Consider Approval of Revised Employee Housing Purchase Assistance Program Policy and Agreements

General Manager Busby made a brief presentation, noting that there were three changes to the policy and agreements, including a clarification of how interest is calculated on the loans. Director Creasy said that the recommended changes to the policy and agreements had been discussed at the committee meeting and they were straightforward and made sense.

BOARD ACTION – To approve the recommended changes to the District's Employee Home Purchase Assistance Program policy and agreements

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

C-7 Quarterly Water Update

Clay Murray provided an overview of the current water supply. He recommended that MCWD remain at the current conservation level, Level 1. There was a brief discussion.

BOARD ACTION – None, informational only

Committee Meetings Held During the Month

Long-Range Planning Committee – December 3, 2021

Dennis Domaille
Tom Cage

Employee Housing Committee – January 12, 2022

Robert Creasy
Gary Thompson

Technical Services Committee – January 19, 2022

Dennis Domaille
Gary Thompson

Investment Committee – January 19, 2022

Tom Cage
Robert Creasy

Finance Committee – January 19, 2022

Tom Cage
Robert Creasy

Pension Committee – January 20, 2022

Tom Cage

Long-Range Planning Committee:

Director Domaille said that the only item of significance to report on was that staff met with Alterra/MMSA regarding the planned development at Main Lodge and the options for the handling of their wastewater. Future meetings will be held. Director Domaille also noted that Alterra/MMSA are awaiting the results of their consultant's engineering report and environmental review to determine the most beneficial process for handling their wastewater conveyance and treatment needs. It is anticipated that any final decision is probably at least one year away.

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Employee Housing Committee:

Director Creasy reported that in the past year three participants in the Employee Housing Purchase Assistance Program had bought out the District; and the funds had been returned to reserves for the program. He also noted that, of MCWD's six rental units, five are currently occupied by District employees. It is anticipated that the one unit occupied by an employee from another agency in town should be available for District use by June 1, 2022.

Director Creasy said the committee also discussed the need for purchasing additional rental housing units. Mark Busby said that staff would propose increasing the fund reserve for the upcoming fiscal year 2023 budget to allow for the potential purchase an additional rental housing unit or two. President Smith commented that the discussion is timely, and staff should look for opportunities to add to the rental program.

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Technical Services Committee:

Director Domaille reported that the committee was updated on the current water supply status, the R900 meter project, and that Tesla is scheduled to begin its backup battery installation in May.

He also noted that the Engineering Department has a new staff member, Paige Borges, and complimented the Maintenance staff on achieving 100% of their maintenance goals for 2021.

Investment Committee:

Director Cage said that the committee was provided with a thorough review of the financial market trends and the District's investment portfolio by the advisors from Chandler Asset Management. Director Creasy added that even in the current low rate of return environment, the District's portfolio is doing slightly better than the national benchmarks.

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Finance Committee:

Director Cage commented that the discussion was routine.

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Pension Committee:

Director Cage reported that staff are being informed of opportunities and encouraged to meet regularly with the investment advisor. He also noted that the District's Money Purchase Pension Plan currently has a good rate of return.

DIRECTOR COMMENTS, REQUESTS, AND REPORTS

Director Creasy echoed Director Domaille's appreciation for the Maintenance Department meeting their goals. Director Cage expressed appreciation for the District's Long-Range Planning committee and staff's diligence with planning for the future.

ATTORNEY REPORT

Attorney Horowitz reported that the state legislature is back in session and the State Water Board is implementing emergency conservation regulations that should have little impact on urban water agencies. He also reported that a bill carried over from 2021, AB1434, is attempting to tighten up the indoor conservation requirements. It is being opposed by ACWA and other agencies, and he will update staff and the Board if it progresses.

ADJOURNMENT

Director Domaille made a motion to adjourn the meeting.

BOARD ACTION – To adjourn the Regular Board meeting

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

President Smith adjourned the meeting at 6:31 p.m.