

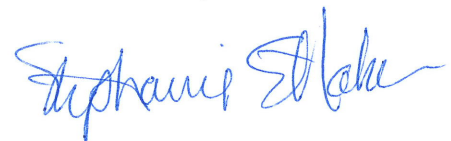
# MINUTES

Thursday, February 20, 2025  
Mammoth Community Water District  
Regular Board Meeting

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*The Board of Directors convened in session at the hour of 5:32 p.m. No recess was taken, and the meeting was adjourned at 7:05 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, February 20, 2025 at 5:32 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

Principal Administrative Analyst: Michael Draper

Executive Assistant: Stephanie Hake

Legal Counsel: Josh Horowitz (*remote attendance*)

#### **Guests Present**

Leanna Block – MCWD

Chris Monroe – MCWD

### **PUBLIC FORUM**

*President Smith opened the public forum at 5:33 p.m.*

*No one addressed the Board and President Smith closed the public forum at 5:33 p.m.*

### **PUBLIC HEARING**

#### **Concerning the Status of Vacancies and Recruitment and Retention Efforts**

*President Smith stated that the public hearing would be held following the staff report for current business item C-1.*

*Following the discussion of C-1, the public hearing was opened at 5:38 p.m.*

*No one addressed the Board and President Smith closed the public hearing at 5:38 p.m.*

### **CONSENT AGENDA A**

**A-1 Approve the January 2025 Check Disbursements**

**A-2 Approve the Minutes from the Regular Board Meeting held January 23, 2025** *(continued to March 20, 2025)*

**A-3 Approve the Minutes from the Special Board Meeting held January 23, 2025** *(continued to March 20, 2025)*

**A-4 Adopt the Updated 2025 Records Retention and Disposal Schedules**

*Stephanie Hake noted that items A-2 and A-3 had not been completed, and would be continued to the March 20, 2025 board meeting.*

*Director Domaille made a motion.*

#### **BOARD ACTION – To approve Consent Agenda items A-1 and A-4**

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

### **CONSENT AGENDA B – DEPARTMENT REPORTS**

**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 Hylton made a motion.*

#### **BOARD ACTION – To approve Consent Agenda B**

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

### **CURRENT BUSINESS**

#### **C-1 Presentation on the Status of Vacancies and Recruitment and Retention Efforts per Assembly Bill 2561**

*Chris Weibert provided a brief explanation of Assembly Bill 2561's requirement to annually hold a public hearing and report on the status of job position vacancies and recruitment and retention efforts. Ms. Weibert noted the vacancy rate over the past year. She said that the Local 12 union had been notified of the hearing, and they declined to make a presentation.*

*There was no discussion. President Smith then opened the public hearing.*

#### **BOARD ACTION – None, informational only**

## **C-2 Engineering and Maintenance Update on the Close-out of 2024 MCWD Capital Projects**

*Garrett Higerd provided an abbreviated recap of the projects completed during the 2024 construction season. Rob Motley added some comments about a couple of summer projects and noted that the annual CIPP sewer lining project would likely come to an end in the next few years because all lines that could be rehabilitated will have been done.*

*There was very little discussion.*

**BOARD ACTION – None, informational only**

## **C-3 Presentation on the Development of 2025 MCWD Capital Projects and Consider Adopting the District's Revised Capital Improvement Plan (CIP)**

*Garrett Higerd said that the CIP is a living document and aligns directly with the draft budget being presented as the next business item. He explained the color coding in the document and highlighted a couple of the projects scheduled for the upcoming construction season. Mr. Higerd added that anticipated projects for subsequent years are staff's best guest and priorities can shift for many reasons. Some discussion followed about estimating for projects in future years.*

*Director Hylton commented that the format of the document is great and easy to understand.*

*President Smith called for a motion.*

**BOARD ACTION – To adopt the revised MCWD Capital Improvement Plan (CIP) as presented for Fiscal Year 2026**

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

## **C-4 Discuss and Consider Adopting the Amended Operating and Capital Reserve Policy (PL-FIN-002) (continued to March 20, 2025)**

*Director Cage asked that this item be continued to the March 20, 2025 board meeting and requested that a special Finance Committee meeting be scheduled before March 20th to allow for a more thorough review of the proposed amendments.*

**BOARD ACTION – None**

## **C-5 Review and Provide Direction to Staff Regarding the Draft Fiscal Year 2026 Capital and Operating Budget**

*Jeff Beatty provided a high-level breakdown of the projected revenue and expense categories and explained his reasoning for the final numbers.*

*The Board asked a few questions but did not have any recommended changes to the draft budget. Mr. Beatty said he would continue to fine-tune the document, and the final version would be presented in March.*

*Director Cage complimented Melissa Bretz on her significant work and contribution to the annual process.*

**BOARD ACTION – None**

**C-6 Discuss and Consider Approving the Ad-Hoc Auditor Selection Committee's Recommended Candidate for the New District Auditor and Authorize the Finance Manager to Execute an Engagement Letter with the Selected Candidate**

*Director Cage said the ad-hoc committee met and interviewed representatives from Nigro & Nigro. The interview resulted in a recommendation to bring Nigro & Nigro's proposal to the Board for approval.*

**BOARD ACTION – To direct staff to prepare an engagement letter for President Smith to sign with Nigro & Nigro for conducting financial audits for the next three fiscal years (2025, 2026, and 2027) with a possible two year extension (fiscal years 2028 and 2029)**

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

**C-7 Discuss and Consider Approving the Revised Employee Housing Purchase Assistance Program Policy and Forms of Agreements with Employees Entering into the Program**

*Jeff Beatty briefly described the recommended revisions to the policy and associated agreements that resulted from the recent Employee Housing Committee meeting. He said the changes were suggested to enhance flexibility to the District's right of first refusal. In addition, the requirement to carry a home warranty policy was removed and language was added to clarify the title insurance requirement.*

*There was no discussion and President Smith called for a motion.*

**BOARD ACTION – To approve the revised Employee Housing Purchase Assistance Program Policy and forms of agreements with employees entering into the program**

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

**C-8 Discuss and Consider Approving the Revised Policy Regarding District-owned Rental Housing Units**

*Jeff Beatty said there was only one minor recommended change to the policy. The committee wanted to extend the maximum amount of time that a new employee can stay in the housing unit available for new recruits from six to nine months.*

*There was no discussion and President Smith called for a motion.*

**BOARD ACTION – To approve the revised District-owned Rental Housing Policy**

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

**C-9 Water Supply Update**

*Clay Murray said that recent storms have left the snowpack looking favorable, but there are still a couple of months left in the winter season. Mr. Murray said he would produce at least one more monthly report before making a recommendation for the upcoming irrigation season's conservation level.*

*There was no discussion.*

**BOARD ACTION – None, informational only**

**COMMITTEE MEETINGS HELD DURING THE MONTH**

Employee Housing Committee – February 11, 2025

Tom Smith  
Gary Thompson

Pension Committee – February 11, 2025

Tom Cage

Ad-Hoc Auditor Selection Committee – February 11, 2025

Tom Smith  
Elizabeth Hylton

Ad-Hoc MOU Negotiations Committee – February 12, 2025

Tom Smith  
Tom Cage

Technical Services Committee – February 19, 2025

Dennis Domaille  
Gary Thompson

Finance Committee – February 19, 2025

Tom Cage  
Elizabeth Hylton

**Employee Housing Committee:**

*Director Smith reported that the committee discussed the topics addressed in tonight's business items.*

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**Pension Committee:**

*Director Cage reported that the Pension committee reviewed the performance of the entire plan, but the discussion focused on the watch-list funds and the fact that there are thousands of investment funds available for individuals that want to self-manage their portfolio. It was suggested that the list of investment funds available*

*for participants be significantly reduced to a limited number of top-performing funds. He said that direction was given to Oram & Kaylor and Rick Tasker of Robertson Stevens to bring a reduced list back to the committee in the coming months for discussion and consideration.*

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**Ad-Hoc Auditor Selection Committee:**

*Director Hylton said the committee's discussion was covered under this evening's business item C-6.*

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**Ad-Hoc MOU Negotiations Committee:**

*Director Smith said the committee met and discussed the timeline for the labor negotiations that would begin later in the year.*

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**Technical Services Committee:**

*Director Domaille said the notable topic discussed at the committee meeting was the prospective TV truck used for videoing sewer lines that staff were considering purchasing in the coming months.*

~

**Finance Committee:**

*Director Hylton said the committee did a thorough review of the check register and the draft budget.*

~

**DIRECTOR COMMENTS, REQUESTS, AND REPORTS**

*There were no comments from directors.*

**ATTORNEY REPORT**

*Attorney Horowitz reported the state legislature is back in session and there are a couple of assembly and senate bills that could possibly impact the district being presented. Assembly Bill (AB) 263 would allow the state water board to maintain some current emergency regulations; the industry is concerned because it could open the door for extending other emergency regulations in the future. Assembly Bill (AB) 532 is a low-rate assistance bill and Senate Bill (SB) 350 which the industry is concerned about; it is a statewide water tax to support low-income households. The hope is SB 350 will merge into AB 532, which the industry is supporting. Lastly, Senate Bill (SB) 72 mandates that the current California Water Plan under DWR be extended from 2040 to 2050. Additionally, DWR would be required to propose some plans to increase surface and groundwater supplies. He said his staff will continue to watch and report on the developments.*

**CLOSED SESSION**

**None**

**ADJOURNMENT**

*President Smith asked for a motion to adjourn the meeting.*

**BOARD ACTION – To adjourn the Board Meeting**

MOVED BY: Director Hylton

SECONDED BY: Director Cage

AYES: Directors Cage, Domaille, Hylton, Smith, and Thompson

NAYS: None

ABSENT: None

*President Smith adjourned the meeting at 7:05 p.m.*