Approved
11-19-2026

MINUTES

Thursday, October 15, 2026
Mammoth Community Water District
Special Board Meeting

The Board of Directors convened in session at the hour of 2:36 p.m. No recess was taken, and the meeting was adjourned at 5:25 p.m.

Prepared by:

Stephanie Hake
Executive Assistant

ATTEST:

Clay Murray
Board Secretary

THE SPECIAL MEETING of the Board of Directors of the Mammoth Community Water District was held on Thursday, October 15, 2026 at 2:36 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: Clay Murray
District Engineer: Garrett Higerd
Finance Manager: Melissa McKenzie
Operations Superintendent: Chris Monroe
Maintenance Superintendent: Rob Motely
Information Services Manager: Justin Mulbay
Human Resources Manager: Renee English
Principal Administrative Analyst: Michael Draper
Executive Assistant: Stephanie Hake

Guests Present
Leanna Block – MCWD
Molly Massena – MCWD
Greg Bokenkamp – Oram & Kaylor

PUBLIC FORUM

President Smith opened the public forum at 2:36 p.m.

Melissa McKenzie addressed the Board to introduce Molly Massena. Ms. Massena was recently hired into the Finance department as a Principal Administrative Analyst. The Board welcomed Ms. Massena.

No one else addressed the Board and President Smith closed the public forum at 2:37 p.m.

CONSENT AGENDA A

A-1 Approve the September 2026 Check Disbursements
A-2 Approve the Minutes from the Regular Board Meeting held September 17, 2026

President Smith called for a motion.

BOARD ACTION – To approve Consent Agenda A

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

CONSENT AGENDA B – DEPARTMENT 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 Thompson made a motion.

BOARD ACTION – To approve Consent Agenda B

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

CURRENT BUSINESS

C-1 Discuss and Provide Direction Regarding Possible Amendments to the MCWD 401(a) Money Purchase Pension Plan and the MCWD 457 Plan as a Result of the Federal SECURE 2.0 Act

Melissa McKenzie provided the Board with a brief background of the Federal SECURE 2.0 Act ("Act"). Ms. McKenzie highlighted both required and optional provisions included in the Act that would impact the District's 401(a) and 457(b) plans. Greg Bokenkamp added a few comments. Board members asked a few clarifying questions of Ms. McKenzie and Mr. Bokenkamp.

Following a short discussion, the Board directed staff to have the 401(a) and 457 plan documents amended with only the required changes and to not include any of the optional changes.

BOARD ACTION – None, direction only

C-2 Discuss and Provide Direction Regarding the Fiscal Year 2027 Mid-Year Financial Forecast

Melissa McKenzie addressed the Board and described the highlights from the past six months of financial activity.

A brief discussion followed.

BOARD ACTION – None, informational only

C-3 Update on Status of the Fiscal Year 2027 MCWD Strategic Plan

Clay Murray and the department managers engaged the Board in a mid-year review of the District's FY2027 Strategic Plan. Many strategic objectives and metrics for progress were highlighted and garnered some discussion.

BOARD ACTION – None, informational only

C-4 Discuss and Consider Approving Proposed Amendments to the Fiscal Year 2027 MCWD Master Fee Schedule

Melissa McKenzie said the proposed minor amendment to the Master Fee Schedule was to lower the sewer replacement charge for some Out-of-District (OOD) campsites to align more equitably with the ratio applied to OOD cabins.

Following a brief discussion, President Smith called for a motion.

BOARD ACTION – To approve the amendments to the Fiscal Year 2027 MCWD Master Fee Schedule as presented

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

C-5 Discuss and Consider Adopting Amended Information Services Policies

1. **Security Camera Policy (PL-IT-005)**
2. **Responsible Use of Artificial Intelligence (AI) (PL-IT-008)**

Justin Mulbay said that both policies being presented were originally implemented in 2024 as administrative policies, but due to technology starting to dominate in the workplace, it was thought the policies should be elevated to the Board level. He added that due to the rapidly evolving technology world, both policies needed a significant overhaul.

Mr. Mulbay stated that the policies had been created with the assistance of the District's legal counsel, industry experts, then the final drafts were vetted by the Code/Policy Committee.

Following a brief discussion, President Smith called for a motion.

BOARD ACTION – To adopt the Security Camera Policy

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

BOARD ACTION – To adopt the Responsible Use of Artificial Intelligence Policy

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

C-6 Discuss and Consider Adopting the New MCWD Reasonable Accommodation Requests Policy

Ms. Hake said that the District's legal counsel recommends having a set of procedures in place that describe the process for individuals with disabilities to request reasonable accommodations to participate in the District's public meetings. This policy defines the District's available accommodations and the procedures for the public to make a request. Additionally, once adopted, the policy will be available on the District's website.

Following a quick question, Director Cage made a motion.

BOARD ACTION – To adopt the Responsible Accommodation Requests Policy

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

C-7 Discuss and Consider Adopting the Revised Director Compensation and Expense Reimbursement Policy (PL-BOD-002)

Director Domaille said the proposed revisions were discussed at the Policy Committee meeting. There was no discussion and Director Domaille made a motion.

BOARD ACTION – To adopt the Director Compensation and Expense Reimbursement Policy as presented

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

C-8 Water Supply Update

Chris Monroe said the water supply is currently as expected for this time of year. He recommended remaining at the current water conservation level, Level 0 for the next quarter. A brief discussion followed.

BOARD ACTION – None, informational only

COMMITTEE MEETINGS HELD DURING THE MONTH

Code/Policy Committee – *October 6, 2026*
- Tom Smith
- Dennis Domaille

Technical Services Committee – *October 14, 2026*
- Dennis Domaille
- Gary Thompson

Investment Committee – *October 14, 2026*
- Tom Cage
- Elizabeth Hylton

Finance Committee – *October 14, 2026*
- Tom Cage
- Elizabeth Hylton

Code/Policy Committee:

Director Domaille reported that the committee discussed the policies that were presented to the Board at tonight's meeting.

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Technical Services Committee:

Director Domaille said the committee only discussed routine business.

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Investment Committee:

The meeting was cancelled on October 14.

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Finance Committee:

Directors Cage and Hylton reported that there were the typical questions regarding the check register, otherwise, business is going smoothly in the Finance Department.

DIRECTOR COMMENTS, REQUESTS, AND REPORTS

Director Cage complimented Renee English on her department report and asked her about settling into the Personnel Services Department. He also questioned Michael Draper about possible opportunities for education for properties that are violating MAWA guidelines.

President Smith asked for staff look into how HOA meters are assigned to addresses.

ATTORNEY REPORT

There was no attorney's report.

CLOSED SESSION

D-1 Public Employee Performance Evaluation – General Manager
Pursuant to Government Code sections 54954.5(e) and 54957

D-2 Conference with District Labor Negotiators
Pursuant to Government Code sections 54954.5(f) and 54957.6
District Negotiators: Tom Smith and Tom Cage
Direction concerning proposed terms of General Manager Employment agreement, including compensation and benefits

ADJOURNMENT

President Smith adjourned the meeting at 5:25 p.m.