

MINUTES

Thursday, July 17, 2025
Mammoth Community Water District
Regular Board Meeting

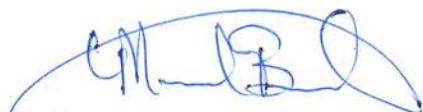
The Board of Directors convened in session at the hour of 5:32 p.m. No recess was taken, and the meeting was adjourned at 8:00 p.m.

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, July 17, 2025 at 5:32 p.m.

ROLL CALL

Board Present

Director: Tom Cage
Director: Dennis Domaille
Director: Elizabeth Hylton (*remote attendance via Zoom*)
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
District Counsel: Joshua Horowitz (*attending via Zoom*)

Guests Present

Leanna Block – MCWD Staff

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 the May and June 2025 Check Disbursements

A-2 Approve the Minutes from the Regular Meeting held May 17, 2025

There was no discussion. Director Cage made a motion.

BOARD ACTION – To approve Consent Agenda A

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

BOARD ACTION – To approve Consent Agenda B

MOVED BY: Director Domaille

SECONDED BY: Director Cage

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

NAYS: None

ABSENT: None

CURRENT BUSINESS

C-1 Presentation of the MCWD 2024 Annual Report on Key Projects, Programs, and System Improvements

Michael Draper presented the District's Annual Report on Key Projects, Programs, and System Improvements to the Board. He briefly discussed the highlights from the past fiscal year.

Board members complimented Mr. Draper for a great report that showcased the many accomplishments by staff and the District throughout the past year.

BOARD ACTION – None, informational only

C-2 Water Supply Update

Clay Murray provided a brief summary of the current water supply. He said the recommendation was to remain at Conservation Level 0 during the remainder of the summer season.

A brief discussion followed.

BOARD ACTION – None, informational only

C-3 Quarterly Cybersecurity Report

Justin Mulbay introduced the new quarterly cybersecurity report to the Board. The report detailed the many metrics and measures that staff are employing to keep the District's cybersecurity awareness a top priority. Mr. Mulbay said after this month's report it would be included in the Information Systems department report to the Board on a quarterly basis.

President Smith commended Mr. Mulbay on a great summary of the departments ongoing and innovative efforts.

BOARD ACTION – None, informational only

C-4 Discuss and Consider Approving an Amendment to the Fiscal Year 2026 Budget to Increase the Line Item for the MCWD Campus Paving Project by \$332,000

Garrett Higerd provided a brief history of the extensive paving project taking place at the District over the past two summers. He described the project's complexity; the many challenges of estimating the volume of asphalt that would be required for the project during the bid process; as well as the need to include some enhanced features.

Director Cage said the Finance Committee had thoroughly reviewed the proposal and supported staff's request to increase the project's budget.

There was no discussion and Director Cage made a motion.

BOARD ACTION – To amend the fiscal year 2026 budget to increase the line item for the MCWD Campus Paving Project by \$332,000

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

C-5 Discuss Strategy and Process for Selecting a New General Manager, including Possible Appointment of an Ad Hoc General Manager Selection Committee

President Smith stated that Mark Busby has given his notice of retirement and the Board needed to begin the process of selecting a replacement General Manager. He briefly described the process the Board has done in the past to fill the General Manager's position.

He suggested that the process start with an internal posting for a minimum of seven days to allow any staff that meets the minimum qualifications to apply for the position. Interviews of qualified candidates would then be conducted by the entire Board.

President Smith requested that Director Cage join him on an ad-hoc committee that would do the preliminary work with the Human Resources Manager to prepare for selecting a replacement General Manager.

Following was a brief discussion about the process and the timing considerations. Attorney Horowitz clarified that interviews of an employee for the position could be conducted in closed session.

BOARD ACTION – None

COMMITTEE MEETINGS HELD DURING THE MONTH

Mono LAFCO – June 12, 2025

Tom Cage

Employee Housing Committee – July 10, 2025

Tom Smith

Gary Thompson

Ad-Hoc Rate Study Committee – July 15, 2025

Tom Smith

Tom Cage

Technical Services Committee – July 16, 2025

Dennis Domaille

Gary Thompson

Investment Committee – July 16, 2025

Tom Cage

Elizabeth Hylton

Finance Committee – July 16, 2025

Tom Cage

Elizabeth Hylton

Mono LAFCO:

Director Cage reported that LAFCO staff would formally respond to the Mono County Grand Jury's report on the handling of Spheres of Influence and the suggestion of expanding the commission's responsibilities.

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Employee Housing Committee:

Director Smith said that the items discussed at the committee meeting fell under closed session and the details would be shared with the Board during tonight's closed session.

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Ad-Hoc Rate Study Committee:

Director Cage said that the committee is continuing to define the various considerations with the consultant conducting the rate study. Director Smith added that the committee is focusing on individual characteristics specific to the District and has been provided with models for both 2.5% and 3% rate increases which appears to be prudent particularly when projecting eight to ten years out.

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Technical Services Committee:

Director Domaille said the committee discussed the department reports. Garrett Higerd added that the Laurel Pond Study was on hold until after the new monitoring wells go in later this summer.

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Investment Committee:

Director Cage said the District's investment portfolio continues to generate good returns. He added that the property tax payment was a little less than expected.

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Finance Committee:

Director Hylton reported that the meeting was routine, and staff answered all questions.

DIRECTOR COMMENTS, REQUESTS, AND REPORTS

Director Cage said he received an email from a customer asking who to thank for work done on a sewer line near Sierra Meadows Ranch and the equestrian center. Rob Motley described more of the details of the project and that the Line Maintenance team did an excellent job on it.

ATTORNEY REPORT

Attorney Horowitz said there wasn't much to report that is of interest to the District except Senate Bill 707 is being monitored and contains many changes to the Ralph M. Brown Act that are not necessarily favorable to the District. He will continue to watch its development and report as needed.

No recess was taken, and the Board went into closed session at 7:02 p.m.

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 – 022-400-023-000; 022-400-024-000; 022-400-025-000

Under Negotiation: Price and Terms of Payment

MCWD Negotiators: Mark Busby

Property Owner Negotiator: Plum Family Limited Partnership

Note: Due to a potential conflict of interest, Directors Smith and Domaille recused themselves, left the boardroom and did not participate in the discussion of Closed Session item D-1.

D-2 Conference with Real Property Negotiators

Pursuant to Government Code Sections 54954.5(e) and 54956.8

Property Description: Mono County APN – 035-160-078-000

Under Negotiation: Price and Terms of Payment

MCWD Negotiators: Mark Busby and Jeff Beatty

Property Owner Negotiator: Destination Real Estate

D-3 Conference with Real Property Negotiators

Pursuant to Government Code Sections 54954.5(e) and 54956.8

Property Description: Mono County APN – 035-245-014-000

Under Negotiation: Price and Terms of Payment

MCWD Negotiators: Mark Busby and Jeff Beatty

Property Owner Negotiator: Mammoth Realty Group

ADJOURNMENT

The Board returned from closed session and there was no report out.

President Smith adjourned the meeting at 8:00 p.m.