

MINUTES

Thursday, October 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 a brief recess taken and the meeting was adjourned at 8:12 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, October 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
Finance Manager: Jeff Beatty
Information Services Manager: Justin Mulbay
Human Resources Manager: Chris Weibert
Plant Maintenance Supervisor: Rob Motley
Executive Assistant: Stephanie Hake
District Counsel: Joshua Horowitz (*via Zoom*)

Guests Present

Betty Hylton

PUBLIC FORUM

President Smith opened the public forum at 5:34 p.m.

No one addressed the Board and President Smith closed the public forum at 5:34 p.m.

CONSENT AGENDA A

A-1 Approve the September 2022 Check Disbursements (InCode #'s 2922 – 3054)

A-2 Approve the Minutes from the Regular Board Meeting held September 15, 2022

Director Creasy made a motion.

BOARD ACTION – To approve Consent Agenda A

MOVED BY: Director Creasy
SECONDED BY: Director Cage
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson
NAYS: 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 Domaille made a motion.

BOARD ACTION – To approve Consent Agenda B

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

CURRENT BUSINESS

C-1 Quarterly Water Supply Update

Clay Murray described the status of the water supply, noting that groundwater is presently the primary source. He recommended remaining at the current water conservation level, Level 3 for the next three months. He noted that the next update in January 2023 should have more insight as to what the snowpack may indicate for the coming spring/summer season. A brief discussion followed.

BOARD ACTION – None, informational only

C-2 Discuss and Possible Direction Regarding the Fiscal Year 2023 Mid-Year Financial Forecast

Jeff Beatty provided the Board with a high-level financial review of the past six months and what might be expected in the remainder of the fiscal year. He noted that revenue is projected to end the year very close to the originally budgeted amount.

He noted that the US economy’s high inflation was impacting District operations in many areas, including the ability to complete some of the planned summer construction projects. He said the end result would be contributions to the reserve fund would be greater than budgeted. Although, there is currently a lot of activity and interest with the District’s employee housing program, and staff will be asking the Board in November for a budget amendment to add funds to the program.

There were no questions or comments and President Smith thanked Mr. Beatty and the Finance team for their work on the report.

BOARD ACTION – None, informational only

C-3 Update on Status of the Fiscal Year 2023 Strategic Plan

Mark Busby and the department managers led the Board through the strategic plan document, discussing the mid-year status of many of the strategic objectives in the eight categories.

President Smith thanked Mr. Busby and staff for the comprehensive update.

BOARD ACTION – None, informational only

C-4 Appoint an Ad-Hoc Committee to Discuss Possible Updates to the MCWD Salary and Authorized Positions and Classification Plan

Chris Weibert said that staff were evaluating the possible need to add a lead worker for the summer construction crew as a permanent position. She added that staff also want to explore the wage range for the temporary construction crew to ensure MCWD is competitive.

President Smith appointed himself and Director Domaille as an ad hoc committee to work with staff to update the MCWD Salary and Authorized Positions plan.

BOARD ACTION – None

C-5 Consider and Possibly Approve Adjustments in Compensation and Benefits provided to the General Manager (to be considered after closed session)

Due to the closed session items being continued to the November 17 meeting, this item was postponed.

BOARD ACTION – None

COMMITTEE MEETINGS HELD DURING THE MONTH

Technical Services Committee – October 19, 2022

Dennis Domaille

Tom Cage (*alternate*)

Investment Committee – October 19, 2022

Tom Cage

Robert Creasy

Finance Committee – October 19, 2022

Tom Cage

Robert Creasy

Technical Services Committee:

Director Domaille said the meeting was routine and there was nothing to report.

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Investment Committee:

Director Cage reported that discussions with the investment advisor indicated that the District should start to see some higher interest returns on the portfolio as investments rollover from lower interest rates to higher interest rates. He also said that staff suggested revising the investment program to essentially have three different investment strategies; one for short term maturities (less than 1 year), another for medium range anticipated expenditures; and one for long-range planned expenditures (5-10 or more years).

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Finance Committee:

Director Cage reported that the District's finances are in good shape. There were brief comments from both Directors Cage and Creasy about finding a balance between budgeting for and completing capital projects and maintaining a comfortable reserve fund, because you never know when the District could get hit with a very large and expensive regulatory driven project.

Director Creasy said that direction was given to staff to come back to the Board in the coming months to consider having customers that choose to use their credit card for payment of fees, either utility billing or permits, pay the third-party processing fee rather than the District and its rate payers absorbing the cost.

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DIRECTOR COMMENTS, REQUESTS, AND REPORTS

- **California Special District Association (CSDA) Leadership Academy – September 19 – 21, 2022**
Attended by Directors Cage and Smith

President Smith and Vice-President Cage reported on the CSDA Leadership Training Academy they attended in September, stating that the event was very informative and well organized. They said that all MCWD directors, both old and new, would find value in attending in the future.

ATTORNEY REPORT

Attorney Horowitz reported that the Governor announced that he would end the COVID-19 emergency on February 28, 2023. This would terminate the authority for the Board to elect to meet under the AB 361 rules. After that Assembly Bill 2449 would take effect and provide some revised options for board members to attend meetings remotely. Specifics of this bill and allowances will be provided in the BKS year-end 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

The Board returned from closed session and President Smith reported that the Board would continue the closed session discussion at the next regular board meeting scheduled for November 17, 2022.

ADJOURNMENT

President Smith called for 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

The meeting was adjourned at 8:12 p.m.