

MINUTES

Thursday, March 21, 2024
Mammoth Community Water District
Regular Board Meeting

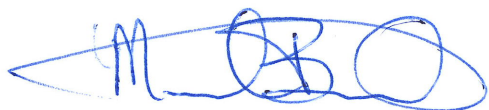
The Board of Directors convened in session at the hour of 5:37 p.m., and the meeting was adjourned at 6:52 p.m.

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, March 21, 2024 at 5:37 p.m.

ROLL CALL

Board Present

Director: Tom Cage

Director: Dennis Domaille (*remote attendance under Gov't Code section 54953(b)*)

Director: Elizabeth Hylton

Director: Tom Smith

Director: Gary Thompson (*remote attendance under Gov't Code section 54953(b)*)

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

Janet Hatfield, Whitebark Institute

Pam Bold, High Sierra Energy Foundation

Gil Campos, Mammoth Middle School

JoAnna Lessard, Yuba Water Agency (*attending via Zoom*)

Laura Beardsley, Whitebark Institute (*attending via Zoom*)

PUBLIC FORUM

President Smith opened the public forum at 5:37 p.m.

Janet Hatfield of Whitebark Institute addressed the Board and said she was recently notified that a grant had been awarded to the Whitebark Institute to construct a biomass utilization facility in Mono County.

Director Cage congratulated Ms. Hatfield on the accomplishment.

Pam Bold addressed the Board and thanked MCWD staff members Rob Motley, Garrett Higerd, and Dave Carlson for organizing a tour of the District's solar farm for the June Lake PUD. Additionally, she said that the High Sierra Energy Foundation and Mono County Free Library system are working with MCWD staff to organize a "behind the scenes" public tour of the wastewater treatment plant in the coming months. This opportunity is being made

available through a California Sustainable Library grant. She said if anyone is interested in participating, they should register through the library system.

No one else addressed the Board and President Smith closed the public forum at 5:40 p.m.

CONSENT AGENDA A

- A-1 Approve the February 2024 Check Disbursements**
- A-2 Approve the Minutes from the Special Board Meeting held February 13, 2024**
- A-3 Approve the Minutes from the Regular Meeting held February 15, 2024**
- A-4 Approve the Minutes from the Special Board Meeting held March 4, 2024**
- A-5 Approve and Adopt Amended Title 22 Engineering Report Appendices Expanding the Trucked Recycled Water Program Use Area**

Director Hylton made 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-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 |

President Smith complimented staff of the thorough and comprehensive department reports each month. He then called for a motion.

Director Hylton made a motion.

BOARD ACTION – To approve Consent Agenda B

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

CURRENT BUSINESS

- C-1 Presentation by JoAnna Lessard Regarding Yuba Water Agency’s Involvement and Experience with Blue Forest Finance Inc. and Other Agencies Related to Funding and Conducting Forest Restoration Projects**

JoAnna Lessard of Yuba Water Agency attended remotely and provided a PowerPoint presentation regarding protection of their agency’s watershed from forest fires through forest restoration projects. The focus of her

presentation was on the partnerships they have formed with their many local stakeholders, which has increased available funding and the pace of getting projects completed. She also talked about her experience of working with Blue Forest Financial to obtain a forest resilience bond that ensured cash flow stability during the projects.

The Board asked several questions. President Smith expressed appreciation to Ms. Lessard for sharing her insight and information; as well as to Josh Horowitz and Mark Busby for arranging her presentation.

BOARD ACTION – None

C-2 Discuss and Approve or Provide Direction to Staff Regarding a Request by Eastern Sierra Climate & Communities Resilience Project Team (ESCCRP) to Enter into a Memorandum of Understanding (MOU) with Blue Forest Finance Inc. and Other Agencies to Explore Stakeholder Benefits Related to Funding Forest Restoration Projects in the Mammoth Lakes Region of the Inyo National Forest

Board members asked Janet Hatfield if other agencies had signed the MOU. Ms. Hatfield said: the Town of Mammoth Lakes has signed; Mono County would consider signing in a few weeks; the Mammoth Lakes Fire Department has indicated they will be signing; and Mammoth Mountain Ski Area, LADWP, and SCE have not formally committed yet.

Mark Busby reiterated that by signing the MOU, there was no financial commitment from the District at this time.

Director Cage expressed some concern about the amount of staff time that could potentially be consumed with this project. There was no further discussion and Director Hylton made a motion.

BOARD ACTION – To direct staff to enter into an MOU with Blue Forest Finance Inc. and other agencies to explore stakeholder benefits related to funding forest restoration projects in the Mammoth Lakes region of the Inyo National Forest

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

C-3 Discuss and Possibly Approve a Sponsorship Grant for the High Sierra Energy Foundation’s LivingWise Education Program in the Amount of \$4,500.00

Pam Bold thanked the Board for continuing to support the LivingWise program for nearly 20 years.

There was no discussion and Director Domaille made a motion.

BOARD ACTION – To approve a sponsorship grant for the High Sierra Energy Foundation’s LivingWise Education Program in the amount of \$4,500

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

C-4 Discuss and Consider Adopting the Amended Operating and Capital Reserve Policy (PL-FIN-002)

Jeff Beatty said he had revised the fund targets following the Capital Improvement Plan presentation at the February 15 meeting.

Director Cage said the Finance Committee thoroughly reviewed the amendments and didn't have anything to add.

BOARD ACTION – To adopt the amended Operating and Capital Reserve Policy (PL-FIN-002)

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

C-5 Discuss and Consider Adopting Resolution No. 03-21-24-04 Establishing the Fiscal Year 2024-2025 MCWD Master Fee Schedule

Jeff Beatty briefly described the few changes to the FY25 Master Fee Schedule. Changes include: the addition of a maintenance and replacement charge for out-of-district water customers; a 2% incremental increase to water and wastewater base and commodity rates as authorized by the 2021 Rate Study; and a 2.58% increase to connection fees for new customers. The connection fee increase is calculated based on the Engineering News Record Construction Cost Index and aligns with the MCWD Code. Other changes include the addition of permit and administration/inspection fees for Trucked Recycled Water and updates to the application fees for construction, connection, and landscaping permits.

There was no discussion.

BOARD ACTION – To adopt Resolution No. 03-21-24-04 Establishing the Fiscal Year 2024-2025 MCWD Master Fee Schedule

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

C-6 Discuss and Consider Adopting Resolution No. 03-21-24-05 Approving the Fiscal Year 2024-2025 Operating and Capital Budget

Jeff Beatty highlighted the few changes to the FY25 Budget since the draft was presented at the February 15 Board meeting. He noted that the anticipated expense budget is greater than projected revenue, therefore there will be a need to withdraw funds from the District reserves this year.

Director Cage said the Finance Committee thoroughly reviewed the budget with staff and was pleased with the final version.

President Smith expressed appreciation to all staff for the hard work that went into the final budget presentation.

Director Cage made a motion.

BOARD ACTION – To adopt Resolution No. 03-21-24-05 approving the Fiscal Year 2024-2025 Operating and Capital Budget

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

C-7 Discuss and Consider Adopting Resolution No. 03-21-24-06 Establishing an Initial Appropriations Limitation for the Fiscal Year 2024-2025

Jeff Beatty said that due to the state's fiscal year being different than MCWD's, the Board must adopt the appropriations limitation twice each year. The first time in March is an estimated amount, then after the state provides the necessary annual figures, the estimated amount is revised with the actual figure.

There was no discussion.

BOARD ACTION – To adopt Resolution No. 03-21-24-06 establishing the initial Appropriation Limitation for the Fiscal Year 2024-2025

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

C-8 Discuss and Consider Adopting Resolution No. 03-21-24-07 Approving the Fiscal Year 2024-2025 Salary and Authorized Positions (SAPR)

Chris Weibert said the only changes to FY2025 Salary and Authorized Positions Resolution from the previous year were a couple of corrections to align with language in the Personnel Manual and the position of Senior Administrative Analyst had been deleted.

There was no discussion and Director Hylton made a motion.

BOARD ACTION – To adopt Resolution No. 03-21-24-07 approving the Fiscal Year 2024-2025 Salary and Authorized Positions (SAPR)

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

C-9 Annual Update on the Status of the LADWP Agreement

Clay Murray briefly described the key points of the 2013 agreement noting that the primary term expires in 2064. The agreement set a maximum consumptive water use per year by the District. During the primary term, if MCWD's consumptive use is less than the maximum in a year, it is considered water savings and added to a Consumptive Use Savings Credit Balance. This credit balance will be used to extend the primary term for no more than 10 years. Mr. Murray said the District's annual consumptive use has been well under the maximum and the current usage and savings credits are tracking well to extend the primary term.

Jeff Beatty then provided a brief summary of the financial component of the agreement.

President Smith thanked staff for the thorough update. There was no further discussion.

BOARD ACTION – None, information only

C-10 Receive Water Supply Update and Discuss and Consider Changing the Water Conservation Level

Clay Murray provided a status of the season's snowpack and the groundwater levels. He said that staff recommend moving from Conservation Level 1, currently in place, to Conservation Level 0. Director Cage noted that Level 0 has good conservation practices in place and made a motion.

BOARD ACTION – To change the conservation level to Level 0 for the coming summer months

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

COMMITTEE MEETINGS HELD DURING THE MONTH

Ad-Hoc Auditor Selection Committee – February 20, 2024

Tom Cage
Elizabeth Hylton

Ad-Hoc Code/Policy Committee – March 7, 2024

Tom Smith
Dennis Domaille

Ad-Hoc MOU Negotiations Committee – March 15, 2024

Tom Smith
Tom Cage

Technical Services Committee – March 20, 2024

Gary Thompson
Tom Cage (alternate)

Finance Committee – March 20, 2024

Tom Cage
Elizabeth Hylton

Ad-Hoc Auditor Selection Committee:

Director Cage reported that following the committee meeting, Requests for Proposals went out with a deadline to submit by the end of March. It appears that five or six auditing firms are interested.

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Ad-Hoc Code/Policy Committee:

Director Smith reported that the meeting focused on streamlining engineering and landscape permit fees.

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Ad-Hoc MOU Negotiations Committee:

Director Smith said there wasn't much to report since the discussions pertain to the closed session subject matter.

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Technical Services Committee:

Director Thompson reported that the only notable topic discussed was the damage to the solar farm due to the tremendous wind event earlier in the month.

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Finance Committee:

Director Hylton reported that the committee reviewed most of the business that had been discussed at this meeting.

DIRECTOR COMMENTS, REQUESTS, AND REPORTS

None.

ATTORNEY REPORT

Attorney Horowitz said there was nothing of legal interest to report.

CLOSED SESSION

D-1 Conference with Labor Negotiator

Pursuant to Government Code section 54957.6

District Employee Relations Officer: Mark Busby

Employee Organization: International Union of Operating Engineers, Local Union No. 12

Unrepresented Employees: Management, Supervisory, and Confidential

ADJOURNMENT

President Smith said there was not a need for any closed session discussion.

President Smith adjourned the meeting at 6:52 p.m.