

Kirkwood Meadows PUD Communications Committee Meeting Minutes FINAL

October 7, 2014

In Attendance

Committee Members: Chairmen Bob Epstein and Director Robert Ende

Community Members: Cheryl Stern and Melene Smith

Staff: Manager Sharp, Jill Campbell

1. Approval of Minutes

The minutes from the August 5, 2014 meeting were approved as submitted.

2. Web Site Launch Update

a. Training

Jill Campbell stated that this refers to training on Report Server with Chairman Epstein, Kelly McBride and Jill Campbell.

Jill Campbell presented an updated account statistics and stated that we are gaining online customers. Total registered accounts are at 348 up from 296 in June. ACH customers are up to 141 from 129 in June and emailed bill customers are up to 113 from 97 in June.

b. Homeowner Association Letter Regarding

Chairman Epstein presented a letter that Cheryl Stern drafted that would go out to each of the HOA President's. Chairman Epstein suggested posting this letter on the website with examples/visuals that would also provide a link. Jill Campbell stated we are working with Vail, who is showing interest.

Chairman Epstein requested help with getting the letters out to the HOA's and encouraging the HOA Presidents to get the letter out to their membership. Manager Sharp stated that District Staff will work with Cheryl Stern on this.

3. Web Content

Manager Sharp stated that staff has taken a thorough look at the website and has made many changes to update the content. Manager Sharp encouraged the Committee to take a look and report back with any changes and/or corrections that they notice need attention. A discussion ensued.

Chairman Epstein stated that we are starting to test the addition of algorithms to look for overnight water usage as a sign of a possible leak and we will add low propane usage once it gets cold.

4. Meadow Trail Survey

Director Ende presented Cheryl Stern's communication to Homeowners summarizing the Meadow Trail Survey. Director Ende summarized a meeting that he had with Casey Blann, Vail Resorts, and Peter Forsch, KCP, with regards to the Meadow Trail Survey and how we move forward.

5. Board Packet Distribution

Manager Sharp stated that at the August 31st Board meeting a question was raised on the

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distribution of the Board Packet material. The Communications Committee was asked to review our existing policies. Manager Sharp presented a letter received with certain recommendations that have to do with the Board Packet. As per state law the Board Packet is available to the public 72 hours prior to the Board meeting and state law requires that we have a hard copy at the office, available at the meeting and it is mailed upon request. Additionally, above and beyond what state law says, the District emails the entire Packet to anyone who requests it and we post portions of the packet on the website, which we are not required to do. The District has consulted with General Counsel to establish a policy as to what does get posted on the internet. What is not posted on the internet is receivable shut offs, consent for claims, various proposals, attorney correspondence, email addresses, or Committee packets. A discussion ensued.

Chairman Epstein asked if we have provided a general description of what our policy is to the public and Manager Sharp stated that we have not. A discussion ensued.

Manager Sharp stated that he will draft a policy that states what we do now and why we do it and send it out to the Committee members to review.

Chairman Epstein addressed some of the specific comments from the letter of recommendations that was received. A discussion ensued.

6. Board Meeting Teleconference Quality

Manager Sharp stated that items that were last discussed included improving our polycom system and going to audio only presentations. A discussion ensued. These topics will be revisited after November 1st.

7. Newsletter

Chairman Epstein presented the October Newsletter and the input from the Committee was all positive.

8. Other Business

Melene Smith questioned how we will communicate to the community our Go Live! moment. A discussion ensued and it was the consensus of the Committee to produce a special Newsletter that would include a timeline.

9. Next Meeting

The next meeting was scheduled for Tuesday, December 9, 2014 at 3:30 p.m.