



AGENDA
SPECIAL BOARD MEETING
Sunday, September 4, 2016 – 8:00 A.M.
District Board Room, Community Services Building
33540 Loop Road, Kirkwood, CA 95646

Standish O'Grady, Treasurer
Eric Richert, Vice President

BOARD MEMBERS
Robert Epstein, President


Peter Dornbrook, Secretary
Geoffrey Smith, Assistant Secretary

-
1. **CALL TO ORDER** *President Epstein*
 2. **ROLL CALL** *Secretary Dornbrook*
 3. **ANNOUNCEMENTS** *Manager Sharp*
 4. **COMMENTS FROM THE AUDIENCE** (This is an opportunity for members of the public to address the Board on any short non-agenda items that are within the subject matter jurisdiction of the District. No discussion or action can be taken on matters not listed on the agenda, per the Brown Act.)
 5. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR** (For purposes of the Brown Act, all Action and Consent items listed give a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.)
 6. **ADOPTION OF THE CONSENT CALENDAR** (Any item can be removed to be discussed and considered separately upon request. Comments and questions from members of the public, staff or Board can be taken when the comment does not necessitate separate action.)
 - a. **Approve Regular Board Meeting Minutes: August 13, 2016**
 - b. **Approve Current Consent for Claims**
 - c. **Review Receivables/Shut Offs Report**
 - d. **Approve Revised Hydrant Meter Agreement**
 - e. **Approve Bennett Engineering Groundwater Monitoring Report and Annual Wastewater Report Proposal Totaling \$12,610.00 for FY 2016/17**
 7. **CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION**
 8. **ITEMS FOR BOARD ACTION**
 - a. **Finances.** Discussion and Possible Action Regarding the District's Financials. *Accounting Manager McBride*
 - i. July Financials
 - ii. August Preliminaries
 - iii. Cash Flow
 - iv. Audit Recap
 1. CalPERS Adjustment
 - v. Consent for Claims, Change in Format
Lead: Finance Committee
 - b. **Capital Plan/Operations Projects.** Presentation and Possible Action on the Plans for Completion of the 2017 Capital and Operating Projects. *Manager Sharp*
Lead: Operations Committee

- c. Presentation and Possible Approval of Proposals to Install a New Hydronic Heater in the Vehicle Maintenance Shop. *Manager Sharp*
- d. **Fire Service Master Plan.** Discussion and Possible Action Regarding the Update of the Fire Service Master Plan. *Assistant Manager Ansel*
 - i. Time Line
 - ii. Current Fire Department Status
 - iii. Load Projections
 - iv. Future Department Needs**Lead: Planning Committee**
- e. **Fire Department Funding.** Discussion and Possible Action Regarding the Investigation into Sources of Funding for the Fire Department. *Manager Sharp*
Lead: Finance Committee
- f. **Fire Department Staffing.** Discussion and Possible Action Regarding Creating a Temporary Fire Department Position for Weekend/Holiday Coverage During the 2016-2017 Winter Season. *Assistant General Manager Ansel*
Lead: Operations Committee
- g. **Public Safety Officer.** Update and Possible Action Regarding a Joint Proposal to Provide Housing and Other Accommodations for an Alpine County Sherriff to Live in Kirkwood During the Winter Months. *Manager Sharp*
Lead: Planning Committee
- h. **Fire Department Personnel Protective Gear.** Presentation and Possible Action Regarding the Purchase of \$16,000 in Structure and Wildfire Personnel Protective Gear for the Kirkwood Volunteer Fire Department. *Assistant General Manager Ansel*
- i. **Snow Removal Tracking.** Discussion and Possible Action on Developing a Trial Program to Install GPS Tracking Units on Snow Removal Equipment to Gather Data for Customer Service, Productivity and Confirming Contract Rates. *Manager Sharp*
Lead: Information Technologies Committee
- j. **Internet Services.** Discussion and Possible Action on a Proposal from Wired Solution to Install Equipment to Connect the Vehicle Maintenance Shop, Wastewater Treatment Plant and Lava Rock Lodge to the Community Services Building to Provide Internet Services and/or Connectivity to These Facilities. *Accounting Manager McBride/ Manager Sharp*
Lead: Information Technologies Committee
- k. **PG&E.** General Update and Possible Action Regarding Ongoing Issues with PG&E including:
 - i. Continued Discussion and Possible Action on the Cost of Ownership Charges on the PG&E Sub Station Work.
 - ii. Continued Discussion of Possible Alternatives to the Construction of a Potential Switch Station Project Including an Update on Obtaining Appraisals on the Value of the 115KV Line. *Manager Sharp***Lead: PG&E Ad Hoc Committee**

- l. **Grindings.** Discussion and Possible Action Regarding the Impacts Associated with the Use of Grindings on Parking Areas Throughout Kirkwood. *Manager Sharp*
Lead: Operations Committee
 - m. **Algae.** Discussion and Possible Action on the Algae Plume Issue and the Order for Technical Reports Received from the Central Valley Regional Water Quality Control Board. *Manager Sharp*
Lead: Operations Committee
 - n. **Water Stage Alert System.** Review of Revisions to the District's Water Stage Alert System. *Manager Sharp*
Lead: Operations Committee
 - o. **Personnel Training/Development.** Update and Possible Action on the Employee Interviews Conducted by MHN and Plans for the Training and Organizational Development Program and Job Description Revisions. *Manager Sharp*
Lead: Personnel Committee
 - p. **Performance Reporting.** Discussion and Possible Action Related to District's Research and Efforts to Improve the Efficiencies and Minimize the Losses of Each Department as Measured in Performance Reporting. *Electric/Propane Manager Benson*
Lead: Operations Committee
 - q. **Electric Distribution.** Discussion and Possible Action Regarding Improvements Needed to the District's Electric Distribution System. *Manager Sharp/ Electric/Propane Manager Benson*
 - i. Chair 10 Transformer
 - ii. Caples Lake Spill Containment
 - iii. Circuit Project**Lead: Operations Committee**
 - r. **Chair 4 Harmonics.** Discussion and Possible Action Regarding Vail Resort's Request to Delay the Installation of the Chair 4 Harmonics Filter Until Next Summer. *Manager Sharp/ Electric/Propane Manager Benson*
Lead Operations Committee
 - s. **TRI-MARK Meter Certification.** Presentation and Possible Action Regarding the Findings of the TRI-MARK Meter Certification and the Under Charging of the Meadows Homeowner Association and the 7800 Restaurant Electric Usage. *Manager Sharp/ Electric/Propane Manager Benson*
Lead: Operations Committee
- 9. GENERAL MANAGER REPORT** (Discussion may take place; however, no action will be taken.)
- a. Caltrans Water Intrusion - Highway 88
 - b. Caltrans - Ice Box Issue
 - c. Epic Promise
 - d. Electric Vehicle Charging
- 10. OPERATIONS REPORT**
Assistant General Manager Ansel (Discussion may take place; however, no action will be taken.)
- a. Kirkwood 5K/10K

11. **GENERAL DISCUSSION** Opportunity for Board Members to Ask Questions for Clarification, Provide Information to Staff, Committee Updates, Request Staff to Report Back on a Matter, or to Direct Staff to Place a Matter on a Subsequent Agenda.
12. **CLOSED SESSION** (The Board will adjourn to Closed Session to discuss items identified below. Closed Session is not open to the public; however, an opportunity will be provided at this time if members of the public would like to comment on any item listed – three-minute limit.)
 - a. Discussion of Performance Evaluations for All Employees Pursuant to G.C. 54957.6
13. **OPEN SESSION**
 - a. Discussion and Possible Action Regarding Employee Evaluations
14. **ADJOURNMENT** (The next Regular Board Meeting is scheduled for Saturday, October 8, 2016 at 8:00 a.m.)


Kirkwood Meadows PUD
Clerk of the Board

The Kirkwood Meadows Public Utility District Board of Directors regularly meets the second Saturday of each month. A complete Agenda packet is available for review at the meeting and at the District office during the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. This meeting is recorded and broadcast over Volcano Community Channel 19 and on the internet at www.kmpud.com. Items on the Agenda are numbered for identification purposes only and will not necessarily be considered in the order in which they appear. Designated times are for particular items only. Public Hearings will not be called to order prior to the time specified, but may occur slightly later than the specified time.

Public participation is encouraged. Public comments on items appearing on the Agenda will be taken at the same time the Agenda items are heard; comments should be brief and directed to the specifics of the item being considered. Please provide the Clerk of the Board with a copy of all written materials presented at the meeting. Comments on items not on the Agenda can be heard during "Comments from the Audience"; however, action cannot be taken on items not on the Agenda.

Backup materials relating to an open session item on this Agenda, which are not included with the Board packet, will be made available for public inspection at the same time they are distributed or made available to the Board, and can be viewed at the District office, at the Board meeting and upon request to the Clerk of the Board.

The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations are needed, please contact the Clerk of the Board at (209) 258-4444, ext. 110. All inquiries must be made at least 48 hours in advance of the meeting.

The Kirkwood Meadows Public Utility District is an Equal Opportunity Provider and Employer