



BOARD OF DIRECTORS
KIRKWOOD MEADOWS PUBLIC UTILITY DISTRICT
33540 Loop Rd., P.O. Box 247, Kirkwood, CA 95646
Telephone (209) 258-4444

REGULAR MEETING OF THE BOARD OF DIRECTORS
Saturday, August 13, 2016 – 8:00am

BOARD MEETING MINUTES

Eric Richert, Vice President
Peter Dornbrook, Secretary

BOARD MEMBERS
Robert Epstein, President

Standish O'Grady, Treasurer
Geoffrey Smith, Assistant Secretary

1. CALL TO ORDER

President Epstein

Determining a quorum present, President Epstein called the meeting to order at 8:00 am.

2. ANNOUNCEMENTS

Manager Sharp

General Manager Michael Sharp welcomed Doug Pierini, Kirkwood Mountain Resort's new V.P. and General Manager. President Epstein noted the passing of John Voss; Director Dornbrook described John as a scientist and entrepreneur whose great sense of humor and tenacity kept Caples Lake Resort operating for many years. A moment of silence in his memory was held, and a celebration of John's life is being scheduled in Kirkwood for early October. President Epstein also noted that Michael Sharp has marked his 20th anniversary with the District, a milestone that will be celebrated at the District's holiday party in December.

Manager Sharp stated that this meeting is being fed live over the internet and that the public can view this meeting by going to our website, www.kmpud.com and following the appropriate link. If the public would like to make a comment they may send an email to msharp@kmpud.com and the Board will respond. Members of the public should identify themselves when making comments.

3. ROLL CALL

Secretary Dornbrook

Board of Directors Present:

Directors Epstein, Richert, O'Grady, Smith and Dornbrook.

Board of Directors Absent:

None.

Staff Present:

Manager Sharp, Rick Ansel, Brandi Benson, Kelly McBride, Sandy McKay.

Others Present:

Vail Resorts: Doug Perini and Andrew Strain.

Community Members: Judy Flinn, Nancy Trevett, Cheryl Stern, Reid Bennett.

4. COMMENTS FROM THE AUDIENCE

Doug Perini, Vail Resort's new Vice President & General Manager for Kirkwood Mountain Resort introduced himself and provided an update on capital projects underway, including motor and grip replacements on some lifts, replacing the two cat crossings on Kirkwood Meadows Drive, offering a new app for smart phones, Epic Mix Time, that gives skiers and riders wait times for lifts, some Mountain Dining improvements, and visual improvements surrounding Vehicle Maintenance including removal of old logs and other debris visible from Kirkwood Meadows Dr.. He noted that clean-up of the asphalt grindings is taking a significant amount of their time and resources. Doug also announced that Tom Fortune is the new Director of Mountain Operations, replacing Dave Myers who has retired after a 40-year career at Kirkwood. Tom is from Stephen's Pass in Washington, a resort similar to Kirkwood, and most recently was the Base Operations Manager at Heavenly.

5. CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR

Manager Sharp requested to pull Item 6.e, Hydrant Meter Agreement from the Consent Calendar. He also requested to move Agenda Items 8.i Grindings, 8.l Street Sweeping, 8.n.ii Chair 10 Transformer, and 8.o Chair 4 Harmonics to the beginning of the Agenda to address first, as a courtesy to Vail Resorts' attendees. Director O'Grady requested Item 6.b Consent for Claims be pulled, specifically as it relates to a \$100,000 payment to Vail Resorts, and address under Agenda Item 7 Consent Items Brought Forward for Separate Discussion/Action.

6. ADOPTION OF CONSENT CALENDAR**a. Regular Board Meeting Minutes: June 11, 2016 and July 3, 2016**

Approve June 11, 2016 and July 3, 2016 Board Meeting Minutes.

b. Current Consent for Claims

Approve current Consent for Claims.

c. Receivables / Shut Offs

Review current Receivables/Shut Offs Report.

d. Revised CSB Meeting Room Use Policy and Agreement

Approve revised CSB Meeting Room Use Policy and Agreement.

e. Revised Hydrant Meter Agreement

Approve revised Hydrant Meter Agreement.

f. Timber Creek Townhomes – Refund of Maintenance Guarantee

Approve refund of Timber Creek Townhomes Maintenance Guarantee back to Developer.

Moved Richert / Second Dornbrook / Epstein Yes / O'Grady Yes / Smith Yes / Richert Yes / Dornbrook Yes to adopt Consent Calendar as amended and approve Consent Calendar Items 6.a, 6.c, 6.d and 6.f.

7. CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION / ACTION

6.b Current Consent for Claims – Deferred, to follow Agenda Items 8.i, 8.l, 8.n.ii and 8.o.

8. ITEMS FOR BOARD ACTION**8.i. Discussion and Possible Action Regarding the Impacts Associated with the Use of Grindings on Parking Areas Throughout Kirkwood. *Manager Sharp*****Lead: Operations Committee**

Manager Sharp reported that Vail continues to remove grindings from areas adjacent to their parking lots as identified in the State Water Board's May 6, 2016 Notice of Violation. They are confident that short term clean-up will be completed before winter, but are concerned with the Water Board's directive that clean snow cannot be blown onto waterways which could impact their number of available parking spaces. Director Richert requested a copy of the Resort's 2015/16 Parking Analysis, which is an annual Specific Plan reporting requirement to the Tri-County Technical Advisory Committee (TC-TAC) showing number of vehicles parked on their peak winter days.

Manager Sharp added that he has had discussions with the Resort regarding their earlier request to move newly plowed snow this winter onto District property just south of Lava Rock Lodge, and discussing the eventual need to pave their parking lots. Manager Sharp stated he has contacted Howard Hoffman to identify any potential negative effects of paving over absorption beds; initial indications are positive this can be done without issue. Doug Pierini noted that any paving project in their parking lots will need to be engineered and include drainage plans, so no paving will occur prior to winter. Vail is providing their action plan for remediation, revegetation and adjusted snow removal procedures to the State agencies at future meetings. Regarding grindings that were spread along the east shoulder of Kirkwood Meadows Drive, Community Member Nancy Trevett expressed her concern that even though this location has been identified in the Water Board's July 8, 2016 Order for Technical Reports, private property along Kirkwood Meadows Drive does not appear to be

included in Vail's remediation efforts. Manager Sharp will continue to keep the Board updated on this matter.

8.i. **Discussion and Possible Action Regarding the District's Role as an Ex-Officio Member of TC-TAC and Street Sweeping as Specified in the 2003 Kirkwood Specific Plan.** *Manager Sharp*
Lead: Planning Committee

Manager Sharp referred to Specific Plan Mitigation Measure COA 51, which states the Responsible Party (KMR/HOA) is required to sweep streets twice a year. County Counsel has held that this requirement cannot be imposed on HOAs and that it is the Proponent's (Resort's) responsibility. Nate Whaley, representing Kirkwood Resort Development (KRD/KCP) stated at the 8/12/16 TC-TAC meeting that their attorneys will also review and respond regarding responsibility for this requirement. This topic will continue to be brought before TC-TAC until resolution is reached.

8.n. **Discussion and Possible Action Regarding Improvements Needed to the District's Electric Distribution System.**

Lead: Operations Committee

ii. **Chair 10 Transformer.** Manager Sharp reported that the District has ordered a 750KV Transformer for Chair 10, as previously approved by the Board at a cost of \$20,000, which should be delivered in September. Dave Rightley reviewed the installation plans during his summer visit and found that the Chair's disconnect was wired through and attached to the existing transformer. Vail Resorts (VR) was informed on July 13 that the disconnect would have to be moved and rewired off of the transformer

Doug Pierini stated that this project was more complicated than originally thought and they do not currently have the resources to install the disconnect this fall, and it may have to be deferred until next summer when the estimated \$10K can be appropriated. Manager Sharp suggested developing a plan of having the District install the transformer and the proper disconnect, and have Vail pay the District back next summer. An agreement to this effect would have to be executed in advance and since the District would be acting as the Resort's electrician in this effort, any agreement would need to explicitly state future obligations, if any.

Director Dornbrook expressed his concerns with any delay with this project and asked VR to appropriate the necessary funds to complete this project.

8.o. **Discussion and Possible Action Regarding Vail Resort's Request to Delay the Installation of the Chair 4 Harmonics Filter Until Next Summer.** *Manager Sharp*

Lead: Operations Committee

Manager Sharp reported that the Chair 4 Harmonic Filter purchased by Vail Resorts (VR) has been received and approved by the District. This is a solid filter which can be moved to another lift when the Chair 4 drive is replaced. Unfortunately, VR did not budget for labor and material and have requested that this installation be delayed until next year when funds can be appropriated. Manager Sharp noted that since the completion of the Out Valley line, total harmonic distortion has improved dramatically, however, District customers are still required to meet District standards on an individual basis. Manager Sharp stated that Staff recommends to delay on this project until VR is ready to properly install the filter next summer. Director O'Grady stated he was opposed to Staff's recommendation to delay, and requested the scheduled \$100K final payment to VR for meter overbilling of Chair 1 be withheld pending their commitment to install the harmonics filter on Chair 4.

7. **CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION / ACTION**

6.b **Current Consent for Claims.** At Director O'Grady's request, this item has been brought forward to discuss the District's final payment to Vail Resorts for the Chair 1 overbilling in the amount of \$100,000, and further, his recommendation to exclude this payment from the Current Consent for Claims pending VR's commitment to the Chair 4 harmonics filter. Release of this payment will be reconsidered in three weeks, at the September 4 Board meeting.

Moved Richert / Second Smith / Epstein Yes / O'Grady Yes / Dornbrook Yes / Richert Yes / Smith Yes to approve Agenda Item 6.b Current Consent for Claims, excluding the VR payment in the amount of \$100,000 which will be reconsidered for release at the next Board meeting.

8.a. Discussion and Possible Action Regarding the District's Financials. *Manager Sharp and Accounting Manager McBride*

Lead: Finance Committee

Accounting Manager McBride presented the June Financials, July Forecast, and Cash Water Fall reports and answered questions from the Board. She reported that for the first time in the District's history, FY 2015-16 revenue reached \$9M.

- i. June Financials. Manager McBride reported that June EBITDA shows a negative variance of \$169K.
- ii. July Preliminary Financials. Revenue was \$506K for the month; Expenses for July have not been entered into the budget as yet.
- iii. Cash Flow. July ended better than budget by \$103K.
- iv. PCS Billing Training Recap. Accounting and Customer Service staff members underwent a very productive 2-day training session on the District's PCS billing system, learning new service functions that will save time and improve accuracy. President Epstein also noted that PCS's website software has greatly improved since contracting with them in 2012.

Manager McBride also reported that the auditors from Moss Adams are scheduled to be onsite August 15-19.

8.b. Presentation and Possible Approval of Writing Off \$1,954.86 in Bad Debt and the Voiding of \$285.00 in Un-Cashed Checks. *Manager McBride*

Lead: Finance Committee

Accounting Manager McBride reported that the bad debt is associated with escrow closings and previous owner delinquencies that are left uncollectable. Manager Sharp stated that Staff will research the current policy on change of ownership so that this Bad Debt does not occur in the future. Director O'Grady stated that the Finance Committee reviewed this and recommends writing off the bad debt and deferring on the uncashed checks. Manager Sharp stated that the District will work with First American Title, who records most of the real estate transactions in the Valley, and have them provide the District with notice when their Estimated Settlement Date has changed.

Moved O'Grady / Second Richert / Epstein Yes / Smith Yes / Dornbrook Yes / O'Grady Yes / Richert Yes to approve writing off \$1,954.86 in bad debt, and defer on the \$285.00 in uncashed checks.

8.c. Discussion and Possible Action on the Completion of the Depreciation Breakdown by Robert Benson, Consultant RUS Accounting and Staff on Fiscal Years 2016 and 2017. *Manager Sharp*

Lead: Finance Committee

Manager Sharp reported that the District has completed a massive effort allocating Out Valley expenses to the appropriate RUS accounts. As a result, amounts that were thought to be over depreciated were lowered, which also lowers the variance on FY 2017 Accumulated Depreciation to \$107K.

8.d. Discussion and Possible Action Regarding the Proposed Property Tax Allocation for FY 2016. *Manager Sharp*

Lead: Finance Committee

Manager Sharp presented a slide showing the proposed department allocations from property tax revenue, explaining the priorities for their use and noted the District should meet its RUS Tier Ratio. A \$100,000 allocation to Electric is a conservative approach and provides a good safety net. Manager Sharp recommended approval of the property tax allocations as presented.

Moved Richert / Second O'Grady / Epstein Yes / Smith Yes / Dornbrook Yes / Richert Yes / O'Grady Yes to approve the FY 2016 property tax allocations as presented.

8.e. Discussion and Possible Action Regarding the Update of the Fire Service Master Plan. *Manager Sharp and Assistant General Manager Ansel*

Lead: Planning Committee

Assistant General Manager Ansel reported that he continues to work on updating the Fire Service Master Plan and will have a draft for review at the September 4 Board meeting. There have been

many changes to the Fire Department since the 1997 Plan was approved, including a new fire station and equipment. Load projections will be based on two community growth scenarios at 1% and 3% per year. Director Richert asked that the Plan identify what we have, and what our needs are presently. The updated Plan will combine elements of the existing 1997 Plan as well as the 2014 Services Capacity Study. A draft will be presented at the September 4 meeting that will include current staffing, growth projections and future needs. This draft will continue to be formulated with regular presentations and input from the Planning Committee, the public and the Board between now and December.

8.f Discussion and Possible Action Regarding the Investigation into Sources of Funding for the Fire Department Including the Establishment of a Mello-Roos Service Tax. Manager Sharp

Lead: Finance Committee

Manager Sharp reported the District and Vail Resorts are formulating a proposal to Alpine County to house a sheriff here in Kirkwood for the winter season. An offering package is being developed that will include a remodeled Renwick housing unit, provided by Vail (Vail awaiting approval of funds to spend on housing); office space to be provided by the KCA; and a utility credit from the District.

- i. Review and Possible Action of Information and Cost Estimate from District's General Counsel Dick Shanahan. Manager Sharp advised that initial need for funding by the Fire Department is anticipated at between \$50K and \$100K, with future amounts to be determined by the updated Fire Service Master Plan. The concept for Fire Department funding is to tax visitors to the area, rather than current residents. Manager Sharp provided information from District Counsel Shanahan on the process of implementing a Mello Roos services tax, including an estimated cost of \$14K for his services through and including a special tax election.
- ii. Review and Possible Action Regarding a Proposal from Goodwin Consulting to Perform Mello-Roos CFD Formation and Special Tax Levy Services. Goodwin Consulting provided a bid to complete the tax administration portion at a cost of \$28,500. The Finance Committee had recommended the District look at these options and then approach Vail Resorts for their input. Staff has met twice with Vail and is putting together a recap to distribute to them and other shareholders in the Valley so they can circulate for input before the end of the calendar year. Staff recommends to continue discussions with Vail and continue to research all credible options.

8.g Review and Possible Action on the Financial Performance of the Snow Removal Department for the 2015-2016 Winter Season, Presentation and Possible Approval of Snow Removal Contracts for the 2016-2017 Winter Season, and a Review of Tracking and Notification Services Being Investigated. Manager Sharp

Lead: Operations Committee

Manager Sharp reported that YTD total operating for Snow Removal ended better than budget by \$22K and net income was better than budget by \$19K. Total revenues were up by \$22K due primarily to outside services performed for non-contracted customers. Staff recommends holding rates stable on Snow Removal Contracts for both HOAs and private driveways in 2016-2017, as reflected in the Board Packet. Director O'Grady requested Staff investigate using the program Docu-Sign for the paperless execution of snow removal contracts.

Moved Smith / Second O'Grady / Epstein Yes / Richert Yes / Dornbrook Yes / Smith Yes / O'Grady Yes to approve the Snow Removal contract rates and distribution of the contracts for the 2016-2017 winter season.

8.h General Update and Possible Action Regarding Ongoing Issues with PG&E. Manager Sharp

Lead: PG&E Ad Hoc Committee

Manager Sharp stated that the District is in dispute over the Cost of Ownership with PG&E. The District paid the Cost of Ownership charges less a 20% discount for the replacement of pre-existing equipment based on a previous agreement. PG&E is demanding full payment of the disputed amount of \$50,468.52, covering April to August 2016, before they will proceed any further with an appraisal effort. The District and PG&E have interviewed two firms to conduct an appraisal for the 115kV line only, as if it were constructed without the 12kV underbuild. The 12kV underbuild impacted the size of the foundations and height of the poles. The cost of an appraisal is estimated at \$20,000 and will be split between PG&E and the District. District staff will work

with RCI and Exponential on a probable cost of installing a lone 115kV line from Salt Springs to KM Green for comparison purposes to the appraisal being completed with PG&E. District staff recommended the payment of the delinquent Cost of Ownership charges in the amount of \$50,468.52.

Moved O’Grady / Second Smith / Epstein Yes / Richert Yes / Dornbrook Yes / O’Grady Yes / Smith Yes to release payment to PG&E including interest in the amount of \$50,468.52.

After some discussion Director Richert requested Manager Sharp produce a list of all grievances the District has had with PG&E, including their project management of the Out Valley, endless delays that caused late bidding on the Overhead portion, overbilling, etc. to recap the District’s issues from the start of the Out Valley project. As Director O’Grady noted, this will provide a good macro view of the District’s short term history with PG&E. President Epstein reminded everyone that the overall goal is to end up with a final O&M cost to the District of approximately 3¢/kWh.

8.j 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

Manager Sharp reported that the District responded on July 20 to the State Water Board’s June 30 request Order for Technical Reports from the CA State Water Board, based on the District’s response clarifying ownership and operation of the ammonia tank located at the former powerhouse site where an algae bloom in a lower drainage ditch was discovered in late May. The State responded on July 25 that the Work Plan meets the Order’s requirements and is approved to implement as written, including pressure testing the underground ammonia line for leaks between the aboveground ammonia tank and the existing powerhouse, which is scheduled to be performed on July 28. Test results will be submitted back to the CA State Water Board, at which time the District will look for final compliance confirmation.

8.k Preliminary Review of Revisions to the District’s Water Stage Alert System. Manager Sharp

Lead: Operations Committee

The District’s Water Stage Alert Plan is being revised to more accurately reflect the “new normal” as drought conditions persist. District staff made adjustments to the minimum aquifer levels that dictate the Stage of Alert, and whether some conditions may be too restrictive for the particular Stage, in addition to the provisions on enforcement of water restrictions and associated fines. The Board requested Staff to complete an edit of the current System and bring back at a future meeting. Manager sharp noted that District staff can now monitor irrigation usage.

8.m 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

Electric/Propane Manager Benson provided an update on Performance Reporting for Electric, Propane, Water and Wastewater for the month of July 2016. Total Electric Line Loss for the month was 15%. Water production in July was just over 1,000,000 gallons, with 2% unidentified loss. Metered Wastewater in July was 757,000 gallons, with a 28% unidentified system loss. Noting how high the Wastewater loss is, Director O’Grady asked whether the manhole covers have been installed which is hoped to reduce the WW system loss. Assistant Manager Ansel confirmed they have been installed as part of the Sewer System Management Plan.

8.n Discussion and Possible Action Regarding Improvements Needed to the District’s Electric Distribution System. Electric/Propane Manager Benson/Manager Sharp

Lead: Operations/Capital Committee

- i. Exponential Engineering Inspection. Electric/Propane Manager Benson provided a follow-up to Dave Rightley’s site visit during the week of July 11-14 during which time he was able to do a partial inspection of the Out Valley underground line, inspect the substations, update the tap changer at KM Blue’s transformer, provide training on certain functions, and perform some distribution system inspections including the Chair 4 harmonics filter and Chair 10 disconnect,

previously discussed. Dave Rightley's detailed assessment of all inspections conducted during his visit are included in the Board Packet.

- iii. Caples Lake Spill Containment. Dave Rightley was also able to gather enough information through pictures and measurements of the transformer installation to discuss various ways to approach a requirement for oil containment based on the Federal Energy Regulatory Commission's (FERC) El Dorado Project No. 184 environmental inspections conducted in August 2015. At that time El Dorado Irrigation District was notified of their results, requesting they coordinate with the Eldorado National Forest and the Permittee regarding their specific concern of a lack of a secondary containment of the transformer in the event of an incident. District staff will review the existing Spill Prevention Containment and Countermeasure (SPCC) Plan first to determine if there's a way to satisfy FERC with inspections and countermeasures; other options may involve getting heavy equipment into a challenging location.
- iv. Circuit Project. Manager Benson reported that staff has completed inspections of the distribution transformers and equipment for the Commercial circuit, as well as the front side of the Lifts circuit (Chairs 1-6). The Backside remains to do, as does the connection point between the Commercial and Lifts circuit, requiring additional planned outages the week after next. Staff will provide regular updates to the Board, noting that Residential will be the most time consuming, taking up to two years to complete.

Manager Benson also reported that staff has completed a majority of the relatively minor issues that were addressed in the CPUC's Letter of Findings audit conducted earlier this year.

8.p 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

Lead: Operations Committee

Manager Sharp provided a slide that shows specific commercial meters that have been tested and certified by Tri-Mark, noting that the Snowmaking Compressor meter could not be tested because the transformer must be grounded. Staff will present an update at the next Board meeting.

8.q Discussion and Possible Action on the Results from the Annual Kirkwood Summer Festival.

Assistant Manager Ansel

Lead: Summer Festival Committee

Assistant Manager Ansel thanked everyone involved for a very successful fundraiser and provided a 4-year financial recap. 628 attended this year's event, compared to a record 728 in 2014. Assistant Manager Ansel also thanked the Committee for their hard work, and reminded everyone of Anne O'Grady's suggestion to join eScrip for year-round donations to the Fire Department.

9. GENERAL MANAGER REPORT

- a. Caltrans Highway 88 Water Intrusion. Caltrans is continuing to investigate the cause of water surfacing on the roadway in two sections on Hwy. 88. Caltrans' contractor removed a portion of the District's slurry and is maintaining 9-inches of cover over the conduits at all times. The soil encountered so far appears dry and at no time was flowing water or saturated soil observed. RCI provided photos and exact locations of the work currently being done; repaving of the entire section is expected to be complete early next week.
- b. Caltrans Ice Box Investigation. Caltrans responded to the District's concerns on August 9, reporting that their investigation is complete. Based on available data, field review and input from their Field Maintenance team, their recommendation is to relocate the Slippery Road/Ice signs on the westbound direction to improve the advance warning to motorists, and that they will continue to monitor the location and respond accordingly. The District had hoped they would consider relocating the westbound 45mph sign and install flashing signage when conditions warrant. The District will continue to pursue additional safety measures with Caltrans.
- c. Epic Promise Event. Vail Resort's Epic Promise program for their Tahoe Region has elected to focus on Kirkwood, beautifying the east shoulder of Kirkwood Meadows Drive south of Loop Road with landscaping and irrigation. The District is planting the trees and shrubs and many of the staff will participate in this project, scheduled for Saturday, September 17. Interested volunteers are asked to sign up at epicpromise.com.

10. OPERATIONS REPORT *Assistant General Manager Rick Ansel*

- a. Summer Projects. Assistant General Manager Ansel provided an update on summer projects that have been completed so far, including valve checks, painting of fire hydrants in the Valley and many other projects as listed in his presentation.
- b. Death Ride. Another successful Death Ride took place on July 9, with Alpine County providing a donation to the Kirkwood Volunteer Fire Department in the amount of \$1,000.00. The last fundraising event of the summer will be the 5K/10K and Chili Cook-off Labor Day weekend.

11. STANDING COMMITTEE REPORTS

- a. Finance. Chair O'Grady reported that two items have not been addressed from the Finance Committee: (1) Looking at ways to reduce the scope of increases in the Water and Wastewater Rates, which are budgeted to increase by 8%; and (2) looking at the possibility of paying off the CalPERS Side Fund Liability in one-third increments over the next three years.
- b. Planning. Chair Richert reported on progress that District staff have made regarding the logistics of installing one or more Electric Vehicle charging stations in Kirkwood. This topic is in the early stages of identifying technical requirements, demand, location(s), billing, etc. Several homeowners have also indicated their interest and will be participating in future Planning Committee discussions on short term and long term action items. Committee Member Cheryl Stern has been asked to develop a community-wide survey to be used to gauge interest and specifics needed to proceed with this effort. A draft of the survey will be presented for comment at the September 4 Board meeting.
- c. Operations. Chair Dornbrook stated that all topics have been previously discussed.
- d. Information Technology. Chair Epstein reported that the IT Committee is still looking for a community member to fill a vacancy. Email addresses of Board members have been set up now with their first name initial, last name @ kmpud.com; these have been updated on the website. Security functions on the firewall have been updated, and the Committee is looking at wiring the Wastewater and Vehicle Maintenance buildings so all Staff have access to the Server. Also, the Committee is investigating installing GPS tracking on snow removal vehicles, with the data gathered supporting billing and other features such as real time location of the plows, customer notification when a driveway is done, etc.
- e. Personnel. Chair Epstein noted that the Committee's focus is on training and other tools to help District personnel.

12. GENERAL DISCUSSION

None.

13. ADJOURNMENT *(The next Special Board Meeting is Sunday, September 4, 2016 at 8:00am)*

There being no further business, the meeting was adjourned at 11:02am.



Peter Dornbrook, Board Secretary
Kirkwood Meadows Public Utility District



Sandy McKay, Clerk of the Board
Kirkwood Meadows Public Utility District