



KIRKWOOD MEADOWS
PUBLIC UTILITY DISTRICT

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, January 11, 2020 – 8:00 AM

BOARD MEETING MINUTES

Robert Epstein, Vice President
Peter Dornbrook, Secretary

BOARD MEMBERS
Eric Richert, President

Standish O'Grady, Treasurer
Bertrand Perroud, Assistant Secretary

1. CALL TO ORDER

President Smith

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

2. ROLL CALL

Secretary Dornbrook

Board of Directors Present:

President Richert, Directors Epstein, Dornbrook, O'Grady, and Perroud

Staff Present:

General Manager Erik Christeson, Assistant General Manager Rick Ansel, Operations Manager Brandi Benson, Administrative Manager Kelly McBride, Clerk of the Board Jessica Gillies, and Technology Specialist Drew Meteer

Others Present:

Jeff Brown (Amador County Supervisor, District 3) Terry Woodrow (Alpine County Supervisor, District 4), Frank Dixon (Kirkwood Property Services), Matt Jones (Kirkwood Mountain Resort General Manager)

3. ANNOUNCEMENTS

Assistant General Manager Ansel

Assistant General Manager Ansel welcomed members of the public to this special board meeting and stated this meeting is being fed live over the internet and the public can view this meeting by going to our website and following the appropriate link. If the public would like to make a comment, they may send an email to echristeson@kmpud.com and the comments will be read under the public comment portion of the associated agenda item.

4. CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR

None

5. COMMENTS FROM THE AUDIENCE

Amador County Supervisor, Jeff Brown noted the Amador County Supervisors will vote on a proposed noise ordinance affecting vacation rentals at their upcoming Board of Supervisors meeting.

6. ADOPTION OF CONSENT CALENDAR

- a. **Regular Board Meeting Minutes of December 13, 2019**
Approve December 13, 2019 Regular Board Meeting Minutes
- b. **Current Consent for Claims**
Approve Current Consent for Claims
- c. **Receivables/Shut Offs Report**

Review Receivables/Shut Offs Report.

- d. **Resolution 20-01 Updating Bank of the West Account Signatories**
Approve Resolution 20-01 Updating Bank of the West Account Signatories

Director Dornbrook motioned to approve the Consent Calendar as presented. Director O'Grady seconded the motion and it carried by the following voice vote:

AYES: President Richert, Directors O'Grady, Dornbrook, Epstein, and Perroud

NOES: None

ABSENT: None

ABSTAINING: None

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

None

8. ITEMS FOR BOARD ACTION

- a. **New Kirkwood Mountain Resort General Manager.** Introduction.

Matt Jones, Kirkwood Mountain Resort General Manager introduced himself and provided personal and professional background information, detailing priorities moving forward. Discussion ensued.

- b. **Finances.** Discussion and possible action regarding the District's financials.
Administrative Manager McBride

- i. **November Financials.** Administrative Manager McBride presented November Financials noting on the Balance Sheet the variance in Operating Cash is due to the timing of completion of projects. Revenue Account by Fund was presented noting that G&A is negative until the end of the year and Employee Housing is negative due to the purchase of two employee housing units. Snow Removal fund is now positive due to the receipt of additional contract revenue. Combined Income Statement was presented noting November revenues are down from plan and year-to-date total revenues are up from plan. Income Statements for each department were presented noting the variance in Operations and Maintenance in Water and Wastewater is due to the timing of receipt of invoices related to the Water/Wastewater rate study. Administrative Manager McBride presented the Interest Rate Confirmation Notice noting the RUS Loan Interest Rate is 2.021%. November EBITDA (Earnings Before Interest, Tax, Depreciation and Amortization) is down from plan and year-to-date is better than plan.
- ii. **December Preliminaries.** Actual December revenues were summarized noting revenue is down from plan, but year-to-date revenue is up from plan.
- iii. **Cash Flow.** Total Operating Cash for December was more than budget. A cash transfer from LAIF (Local Agency Investment Fund) to Operating Cash was noted and will be transferred back to LAIF in February.
- iv. **Budget Variance Tracking.** Variances were discussed.

- c. **Performance Reporting and Aquifer Levels.** Discussion. *Operations Manager Benson*

Operations Manager Benson presented performance reporting for each department detailing liquid propane gas levels in the bulk tanks. Aquifer levels were summarized. Discussion ensued regarding general maintenance.

- d. **Committee Appointments & Logistics.** Discussion and possible action. *President Richert*

President Richert proposed appointments of community members to Standing Committees as follows:

Operations Committee: Caroline Scott (continuing member)
Howard Hoffman (continuing member)
Jeanne Reuter (new member)
Frank Dixon (new member)
Christian Bastoul (new member)

Planning Committee: Nate Whaley (continuing member)
Brian Bigley (continuing member)
John Schroeder (new member)

Finance Committee: Nancy Trevett (continuing member)
Jack Longinotti (continuing member)
Paul Pfothenhauer (continuing member)

Communications Committee: Steve King (paid consultant member)
Cheryl Stern (previously a Planning Committee member)
Sandy Goldberg (new member)

President Richert detailed Standing Committee regular meeting days and times as follows:

- Operations Committee meets the fourth Wednesday each month at 2:00pm.
- Planning Committee meets the fourth Friday each month at 2:00pm
- Finance Committee meets the Tuesday prior to the regular Board meeting each month at 10:00am.
- Communications Committee meets the third Monday each month at 10:30am.
- Personnel Committee meets the third Monday each month at 9:30am.

Director Dornbrook motioned to approve community member Standing Committee appointments as presented. Director Epstein seconded the motion and it carried by the following voice vote:

AYES: Vice-President Richert, Directors O'Grady, Dornbrook, Epstein, and Perroud

NOES: None

ABSENT: None

ABSTAINING: None

President Richert summarized members of advisory committees including the Summer Festival Committee, the Economic Development Committee, and the Playground Committee.

President Richert proposed possible Standing Committee topics for discussion.

- e. **Legislative Visits and Topics.** Discussion. *General Manager Christeson*

General Manager Christeson detailed three legislative events select staff and Board members will attend. Discussion ensued.

- f. **Resolution 20-02 Nominating GM Christeson as Member of the Association of California Water Agencies Region 3.** Discussion and possible action. *General Manager Christeson*

General Manager Christeson summarized an open seat on the ACWA (Association of California Water Agencies) Region 3 Board of Directors and his desire to submit his candidacy for the open

seat. Candidate requirements were detailed including the submission of a Board approved Resolution nominating General Manager Christeson as Board Member of ACWA Region 3. Discussion ensued.

Director O'Grady motioned to adopt Resolution 20-02 Placing in Nomination Erik M. Christeson as a Member of ACWA Region 3. Director Epstein seconded the motion and it carried by the following voice vote:

AYES: Vice-President Richert, Directors O'Grady, Dornbrook, and Epstein

NOES: Director Perroud

ABSENT: None

ABSTAINING: None

9. GENERAL MANAGER'S REPORT

General Manager Christeson

General Manager Christeson reported on:

1. ACWA Fall Conference
2. Caltrans – Peddler Hill
3. Wastewater Treatment Plant Replacement Option

10. OPERATIONS REPORT

Assistant General Manager Ansel reported on:

1. Wastewater Treatment Plant Issues
2. Snow Removal Performance
3. Caltrans Storm Preparedness Conference Call

11. STANDING COMMITTEE REPORT

- a. Planning Committee**
Has not met since the last Board meeting.
- b. Operations Committee**
Has not met since the last Board meeting.
- c. Finance Committee**
All items were covered.
- d. Communication Committee**
Has not met since the last Board meeting.
- e. Personnel Committee**
Has not met since the last Board meeting.

12. TEMPORARY ADVISORY COMMITTEE REPORT

General Manager Christeson reported the Playground Committee will hold an informational event soliciting input from the community on Saturday, January 18, 2020 from 4:00pm to 5:00pm in the upstairs Club space in the Red Cliffs Lodge. Director Epstein provided details on the upcoming event.

13. GENERAL DISCUSSION

President Richert requested Bruce Gianola provide an update to the Board regarding the ongoing Economic Development meetings.

The meeting adjourned to Closed Session at 10:00am.

14. CLOSED SESSION

- a) Closed Session Conference with Labor Negotiators: General Manager Contract
 - i. Government Code §54957.6

The meeting reconvened to open session at 10:24am.

President Richert reported proposed General Manager contract amendment was discussed. No action was taken. General Manager Employment Contract Amendment will be discussed in open session at the February 1 Special Board Meeting.

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:25am.

(The next Special Board Meeting is Saturday, February 1 at 8:00am)



Jessica Gillies, Clerk of the Board



Peter Dornbrook, Board Secretary
Kirkwood Meadows Public Utility District