



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 8, 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

Due to mandates by the Governor and the Alpine and Amador County Health Officers to shelter in place and guidance from the CDC to minimize the spread of COVID-19, this meeting took place via video/teleconference.

1. CALL TO ORDER

President Richert

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

2. ROLL CALL

Secretary Dornbrook

Board of Directors Present via Zoom: President Richert, Directors Epstein, Dornbrook, Perroud, and O'Grady

Staff Present via Zoom: General Manager Erik Christeson, Assistant General Manager Ansel, Administrative Manager Kelly McBride

Others Present via Zoom: Jeff Brown (Amador County Supervisor, District 3)

3. ANNOUNCEMENTS

General Manager Christeson

General Manager Christeson welcomed Jeff Brown, Amador County Supervisor, District 3 to the meeting.

4. CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR

Director Perroud proposed to change the order of items to be discussed under Agenda Item 8h. Snow Removal Pricing. President Richert concurred. Agenda Item 8h. Snow Removal Pricing will take place as follows:

8h) **Snow Removal Pricing.** Discussion and possible action. *President Richert*

- i. Alternative Pricing Model
- ii. Motion to Rescind

5. COMMENTS FROM THE AUDIENCE

Jeff Brown, Amador County Supervisor, District 3 announced the deaths of two Amador County residents due to COVID-19.

6. ADOPTION OF CONSENT CALENDAR

- a. **Regular Board Meeting Minutes: July 11, 2020**
Approve July 11, 2020 Regular Board Meeting Minutes

- b. **Appointment of Frank Pedroncelli to the Finance Committee**
Approve appointment of Frank Pedroncelli to the Finance Committee
- c. **Current Consent for Claims**
Approve Current Consent for Claims
- d. **Receivables / Shut Offs Report**
Review Receivables /Shut Offs Report

Director O'Grady motioned to adopt Consent Calendar Items 6b. Current Consent for Claims and 6c. Receivables/Shut Offs Report. Director Epstein seconded the motion and it carried by the following roll-call vote:

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

NOES: None

ABSENT: None

ABSTAINING: None

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

None

8. **ITEMS FOR BOARD ACTION**

- a. **Finances.** Discussion and possible action regarding the District's financials. *Administrative Manager McBride*
 - i. **June Financials.** Administrative Manager McBride presented the Balance Sheet noting the change in deferred outflows and deferred inflows from the GASB 68 and GASB 75 have been added. Operating Cash by Fund was presented noting property tax allocations are not included and Snow Removal and Solid Waste Departments will need inter-fund loans from the Electric Department. Income Statements for each department were presented.
 - ii. **July Preliminaries.** Commercial revenue is down from plan and Residential revenue is up from plan. The variance in Base Rates will be noted in Budget Variance Tracking and will occur throughout the Fiscal Year.
 - iii. **Cash Flow.** Cash Flow for Fiscal Year 2021 was presented noting the final apportionment of Property Tax Allocations from Alpine County has not been received to-date.
 - iv. **Budget Variance Tracking.** Budget Variances for Fiscal Year Ending 2020 were presented noting the Playground Budget Variance was updated through June 30, 2020.
- b. **Health Insurance.** Discussion and possible action. *General Manager Christeson*
 - i. **Departure from CALPERS Medical Insurance.** Discussion and possible action.

General Manager Christeson detailed the District's current medical insurance contract with CalPERS (California Public Employee Retirement System) including the recent increase in Medical Insurance costs. Staff and the Personnel Committee recommend the District terminate its medical insurance contract with CalPERS.

Director O'Grady motioned to adopt Resolution 20-05 Electing Cease to be Subject to the Public Employees' Medical and Hospital Care Act with Respect to a Recognized Employee Organization. President Richert seconded the motion and it carried by the following roll-call vote:

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

NOES: None

ABSENT: None

ABSTAINING: None

Director O'Grady motioned to adopt Resolution 20-06 Electing Cease to be Subject to the Public Employees' Medical and Hospital Care Act with Respect to a Recognized Employee Organization. President Richert seconded the motion and it carried by the following roll-call vote:

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

NOES: None

ABSENT: None

ABSTAINING: None

ii. **Enrollment in ACWA-JPIA Medical Insurance.** Discussion and possible action.

Director Epstein motioned to direct staff to enroll in ACWA-JPIA Medical Insurance. Director O'Grady seconded the motion and it carried by the following roll-call vote:

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

NOES: None

ABSENT: None

ABSTAINING: None

c. **District Wide Employee Survey.** Discussion and possible action. *General Manager Christeson*

General Manager Christeson detailed the District Wide Employee Survey as approved by the Personnel Committee. Responses will be anonymous and reviewed by the Personnel Committee. Discussion ensued. It was the consensus of the Board to implement this survey, with changes as discussed, through the Personnel Committee.

d. **Bi-Annual Customer Survey.** Update. *General Manager Christeson*

General Manager Christeson presented the 2020 Bi-Annual Customer Survey results. Discussion ensued. The Communications Committee will review the survey responses in detail and address customer questions and concerns through District Newsletter articles.

e. **Records Retention Policy.** Discussion and possible action. *General Manager Christeson*

General Manager Christeson presented the draft Records Retention Policy. The Communications Committee has reviewed and recommends adoption.

Director Epstein motioned to adopt the Records Retention Policy as presented. Director O'Grady seconded the motion and it carried by the following roll-call vote:

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

NOES: None

ABSENT: None

ABSTAINING: None

- f. **Performance Reporting and Aquifer Levels.** Update. *General Manager Christeson*

Performance Reporting and Aquifers Levels for the month of July were not available for presentation at the time of this Board meeting. Staff will present July Performance Reporting and Aquifer Levels to the Operations Committee at the August 26 Operations Committee Meeting.

- g. **Playground Installation.** Discussion and possible action. *General Manager Christeson*

General Manager Christeson provided an update on the playground construction completed to date by staff and donated contractor labor. An update on the Playground Committee's efforts to open the playground to public was provided, including the response from Alpine County Health Officer, Dr. Johnson. Discussion ensued. It was the consensus of the Board that the playground will remain closed to the public this year. Instead, when the equipment is installed for construction purposes a short video will be created to share with the Community and Donors the progress their efforts have yielded. Once completed the playground equipment will be disassembled and stored for installation in 2021.

- h. **Snow Removal Pricing.** Discussion and possible action. *General Manager Christeson*

President Richert detailed a discrepancy discovered in the Snow Removal Pricing model.

i. **Alternative Pricing Model**

President Richert proposed an alternative pricing model as follows. The three HOAs with individual private driveway contracts remain as approved by the Board at the July 11, 2020 Board of Directors meeting. For all other HOAs, the prices will remain as presented at the July 11, 2020 Board of Directors meeting, 2020-21 Contract Amount 3 Year Average. Discussion ensued.

ii. **Motion to Rescind**

President Richert made a motion to rescind the motion approved at the July 11, 2020 Board of Director meeting to "Adopt average with 90% Policy for HOA Snow Removal Contract Pricing for Fiscal Year 2020-21." Director O'Grady seconded the motion and it failed due to lack of majority:

AYES: President Richert and Director O'Grady

NOES: Directors Epstein and Perroud

ABSENT: None

ABSTAINING: Director Dornbrook

9. **GENERAL MANAGER'S REPORT**

General Manager Christeson

General Manager Christeson reported on:

- The ACWA Virtual Conference
- OGALS (Office of Grants and Local Services) Training
- Alpine County LAFCO
- Meeting with Stantec regarding the Wastewater Treatment Plant Preliminary Design
- Resignation of Wastewater Treatment Plant Operator, Spencer Patterson

10. OPERATIONS REPORT

Assistant General Manager Ansel reported on:

- Water Valve Installation on Wintergreen Way to service the Inn and the Cross-Country Center
- Mountain Club and Chair 11 Replacement Transformer Installation
- An increase in emergency calls to the fire department and a reminder to be safe while recreating in the mountains.

11. STANDING COMMITTEE REPORT

a. Finance Committee

Director O'Grady reported on Committee discussions regarding:

- COVID-19 Financial Contingency Planning
- EV Charging Rates
- Solar Net Metering
- Wastewater Treatment Plant Financing Strategy

General Manager Christeson summarized the Wastewater Treatment Plant Financing Strategy and the COVID-19 Financial Contingency Planning.

Director Epstein summarized Committee discussions regarding Solar Net Metering.

b. Planning Committee

Director Perroud reported on Committee discussions regarding:

- School in Kirkwood
- Tesla Charging Station
- Wastewater Treatment Plant COVID Testing
- Irrigation Incentive Program
- Voluntary Utility Funding
- COVID-19 Contingencies

c. Communications Committee

Director Epstein reported on Committee discussions regarding:

- Changes to the Website
- Customer Survey Results
- How to Increase Online Registration

d. Personnel Committee

All items were covered.

e. Operations Committee

All items were covered

12. TEMPORARY ADVISORY COMMITTEE REPORT

a) Playground

All items were covered.

b) Summer Festival

Assistant General Manager reported on use of the funds raised from the Summer Festival

c) Fire Funding

Did not meet.

13. GENERAL DISCUSSION

General Manager Christeson stated that due to uncertainty of Vail Resorts winter operations, the annual District Holiday Party may not be able to take place as scheduled. If Vail Resorts is not able to host the District Holiday Party, the December 2020 Board of Directors meeting will take place as a Regular Board meeting on Saturday, December 12, 2020 at 8:00am.

14. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:30am.

(The next Regular Board Meeting is Saturday, September 12, 2020 at 8:00am)



Jessica Gillies, Clerk of the Board



Peter Dornbrook, Board Secretary
Kirkwood Meadows Public Utility District