



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

REGULAR MEETING OF THE BOARD OF DIRECTORS
Friday December 8th, 2023 – 2:00 PM

BOARD MEETING MINUTES

Doug Mitarotonda, Vice President
Peter Dornbrook, Secretary

BOARD MEMBERS
Robert Epstein, President

John Schroeder, Treasurer
Chris Tucher, Asst. Secretary

Under provisions of Assembly Bill No. 361 and authorization of the Kirkwood Meadows Public Utility District Board of Directors to hold meetings remotely, this meeting took place via a hybrid of in-person and video/teleconference.

1. **CALL TO ORDER**

President Epstein

Determining a quorum present, President Epstein called the meeting to order at 2:01 PM.

2. **ROLL CALL**

Secretary Dornbrook

Board of Directors Present: President Epstein, Directors Schroeder, Mitarotonda, Dornbrook.

Board of Directors Present via Zoom: None

Board of Directors Absent: Director Perroud.

Staff Present: General Manager Christeson, Assistant General Manager Ansel, Administration Manager Baggett Operations Manager Benson.

Others Present and via Zoom: Howard Hoffman, Amy, Eric Richert, Sandy Sloan, Terry Woodrow, KPS, Edcymerys, Ricky Newberry, Pamela Hyde, Jack Longinotti, Larry Parker, Antun Karlovac, Frank Pedroncelli, Ellen Chang, Rob Beste, Ellon Ablow, Anne-Flore Dwyer, Sandy Goldberg, Catherin Elmasian.

3. **ANNOUNCEMENTS**

General Manager Christeson

General Manager Christenson welcomed everyone to the December 8th, 2023, Board meeting and noted that if anybody would like to comment during the meeting to please use the raise your hand function.

4. **SEATING OF NEW BOARD MEMBERS**

Clerk of the Board Morris

Clerk of the Board Morris gave an overview of the district elections and welcomed Chris Tucher and Doug Mitarotonda as new and returning board members respectively.

5. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR**

None

6. **COMMENTS FROM THE AUDIENCE**

Howard Hoffman commented on the district board elections.
Sandy Goldberg commented on the district board elections.
Sandy Sloan commented on the Kirkwood community.
Ricky Newberry introduced himself as the new GM of Kirkwood Mountain Resort.

7. **WRITTEN COMMENTS FROM THE PUBLIC**

None.

8. **ADOPTION OF CONSENT CALENDAR**

- a. **Approve November 10th regular meeting minutes.**
Approve November 10th regular meeting minutes.
- b. **Approve Current Consent for Claims.**
Approve Current Consent for Claims.
- c. **Review Receivables/Shut Offs Report**
Review Receivables/Shut offs Report.
- d. **Re-authorize AB 361 Teleconference Meetings.**
Re-authorize AB 361 Teleconference Meetings.

Director Schroeder motioned to adopt the consent calendar, Director Dornbrook seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Mitarotonda, Schroeder, Tucher, and Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

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

None.

10. **ITEMS FOR BOARD ACTION**

- a. **President Nomination & Election.** Discussion & Possible action. *President Epstein*

Director Dornbrook motioned to elect President Epstein for a second term as board president, Director Schroeder seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Mitarotonda, Schroeder, Tucher, and Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

- b. **Board Officer Nomination & Elections.** Discussion & Possible action. *President Epstein*

President Epstein Presented the Proposed Slate:

Vice President: Mitarotonda
Treasurer: Schroeder
Secretary: Dornbrook

Assistant Secretary: Tucher
Discussion ensued.

Director Dornbrook motioned to approve the Seating of the board members as proposed, Director Schroeder seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Mitarotonda, Schroeder, Tucher, and Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

c. **Committee Appointments.** Discussion & Possible action.

President Epstein

President Epstein Proposed the following committee slate.

Communications: Mitarotonda (Chair), Tucher
Finance: Schroeder (Chair), Epstein.
Operations: Dornbrook (Chair), Schroeder.
Planning: Tucher (Chair), Dornbrook.
Personnel: President, Vice President.

LAFCO: Mitarotonda, Epstein

TAC Fire & EMS: Mitarotonda (Chair), Dornbrook
Discussion ensued.

Director Schroeder motioned to approve the committee appointments, Director Dornbrook seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Mitarotonda, Schroeder, Tucher, and Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

d. **Robert's Rules of Order.** Discussion & Possible action.

Gm Christeson

Director Mitarotonda motioned to adopt the customized Robert's Rules of Order for Public Hearings with the recommended changes to item 3, Director Tucher seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Mitarotonda, Schroeder, Tucher, and Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

11. PUBLIC HEARING. Discussion & Possible action.

Gm Christeson

General Manager Christeson Presented the Proposed Changes to Electric Rates and Possible Adoption of Ordinance 23-02 Revising Electric Rates to Protect Against Market Fluctuations.

Written Comments were addressed.

Public Comment was opened:

Howard Hoffman commented on hedge pricing.

Frank Pedroncelli commented on hedge pricing.

Director Dornbrook made a motion to close public comment, Director Schroeder seconded, and it carried by the following roll call vote:

AYES: President Epstein, Directors Mitarotonda, Schroeder, Tucher, and Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

Director Schroeder motioned to approve Ordinance 23-02 Revising Electric Rates to Protect Against Market Fluctuations, Director Mitarotonda seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Mitarotonda, Schroeder, Tucher, and Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

10. ITEMS FOR BOARD ACTION.

e. **Finances.** Discussion and Possible action.

AM Baggett

i. **Overview & Budget Variances**

Administrative Manager Baggett gave an overview of Budget Variances. Discussion Ensued.

ii. **October Financials.**

Administrative Manager Baggett gave an overview of October Financials. Discussion ensued.

iii. **November Preliminaries.**

Administrative Manager Baggett gave an overview of November Preliminaries. Discussion Ensued.

iv. **Cash Flow.**

Administrative Manager Baggett went over Cash Flow. Discussion ensued.

f. **Annual Employee Bonuses.** Discussion & possible action.

GM Christeson

General Manager Christeson Presented the Annual employee Bonuses. Discussion ensued.

Director Mitarotonda motioned to approve the Annual Employee Bonuses, Director Schroeder seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, Mitarotonda, Tucher, Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

- g. **Performance Reporting & Aquifer Levels.** Discussion & Possible action. *OM Benson*

Operations Manager Benson gave an overview of the Performance reporting & Aquifer Levels. Discussion ensued.

- h. **Propane/electric Meter shed Status.** Update. *OM Benson*

Operations Manager Benson gave an overview of the Propane/Electric Meter Shed Status. OM Benson noted that due to winter, no further progress was expected and this would be the last report until new activity occurred next summer. Discussion ensued.

- i. **Electric Power Content.** Update. *OM Benson*

Operations Manager Benson gave an update on the Electric Power Content. Discussion Ensued.

Director Tucher motioned to approve the Electric Power Content Label, Director Mitarotonda seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, Mitarotonda, Tucher, Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

- j. **Low-Income Electric Program / Needs Assessment.** Discussion & possible action. *GM Christeson*

General Manager Christeson gave an overview of the Low-Income Electric program / Needs Assessment. Discussion ensued.

Director Mitarotonda motioned to instruct staff to develop a low-income program for Board consideration, Director Schroeder seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, Mitarotonda, Tucher, Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

- k. **Future Board Meetings Date/Time.** Discussion & possible action. *GM Christeson*

General Manager Christeson Presented the Future Board Meetings Date/Time. Discussion Ensued.

Director Mitarotonda motioned to move board meetings to the fourth Friday of the month, effective April 2024, Director Dornbrook seconded the motion, and it carried by the following roll call vote:

AYES: President Epstein, Directors Schroeder, Mitarotonda, Tucher, Dornbrook.

NOES: None

ABSENT: None

ABSTAINING: None

10. MAJOR PROJECT UPDATES.

General Manager Christeson gave updates on:

- Propane Master plan

11. GENERAL MANAGER'S REPORT

General Manager Christeson reported on:

- CMUA Meeting
- Wildfire Mitigation Plan
- Water Law Seminar
- Audit
- WWTP Improvement Project (Membrane Replacement)

12. OPERATIONS REPORT

Assistant General Manager Ansel reported on:

- Snow Removal
- Kirkwood Volunteer Fire Department
- ISO Rating
- New Fire Engine

13. STANDING COMMITTEE REPORTS

a. Finance Committee

No further items.

b. Operations Committee

No further items.

c. Planning Committee

No further items.

d. Communications Committee

No further items.

e. Personnel Committee

Did not meet.

- f. **LAFCO**
Did not meet.

14. TEMPORARY ADVISORY COMMITTEE REPORTS

Director Mitarotonda commented on the Fire and Emergency Medical Services Committee.

15. GENERAL DISCUSSION

President Epstein welcomed Chris Tucher to the Board.

Director Dornbrook recommended getting Chris Tucher a new chair.

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:00 pm

(The next Board Meeting is scheduled for Friday, January 12th, 2023, at 2:00 PM)


Brittnie Morris, Clerk of the Board


Peter Dornbrook, Board Secretary
Kirkwood Meadows Public Utility District