




Kirkwood Meadows Public Utility District

SPECIAL MEETING NOTICE

NOTICE IS HEREBY GIVEN that the Regular Meeting of the Board of Directors of the Kirkwood Meadows Public Utility District scheduled for Saturday, July 8, 2017 has been cancelled. A Special Meeting of the Board is scheduled to be held on Sunday, July 2, 2017 beginning at 8:00 AM at the Kirkwood Meadows Public Utility District Community Services Building, 33540 Loop Road, Kirkwood, California.

The Public is welcome and encouraged to attend this meeting.

Dated: June 23, 2017


Kirkwood Meadows PUD
Clerk of the Board

Kirkwood Meadows Public Utility District Special Meeting of the Board of Directors TELECONFERENCE NOTICE

NOTICE IS HEREBY GIVEN that the President of the Board of Directors of the Kirkwood Meadows Public Utility District, pursuant to Government Code Section 54956, has called a regular meeting of the Board to be held on **Sunday, July 2, 2017 at 8:00 am PST** at the Kirkwood Meadows Public Utility District Community Services Building, 33540 Loop Road, Kirkwood, California.

The Agenda for this Special Meeting is attached.

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code Section 54953(b). The teleconferencing location is as follows:

31 Parker Avenue
San Francisco, CA 94118

This location is accessible to the public, and members of the public may address the Board of Directors from any teleconference location.

Dated: June 23, 2017



Kirkwood Meadows PUD
Michael Sharp, General Manager



AGENDA
SPECIAL BOARD MEETING
Sunday, July 2, 2017 – 8:00 A.M.
District Board Room, Community Services Building
33540 Loop Road, Kirkwood, CA 95646

Standish O'Grady, Treasurer
Eric Richert, Vice President

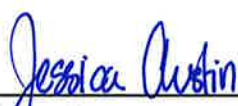
BOARD MEMBERS
Robert Epstein, President

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: June 3, 2017
 - b. Approve Current Consent for Claims
 - c. Review Receivables/Shut Offs Report
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. May Financials
 - ii. Budget Variance Tracking
 - iii. Cash FlowLead: Finance Committee
 - b. **Connection Fees Rate Adjustments.** Discussion and Possible Action on Study to Update and Revise Connection Fee Charges for all Departments. *Manager Sharp*
Lead: Finance Committee

- c. **Base Rates on Destroyed Houses.** Discussion and Possible Action on Requests From Homeowners to Suspend Base Rate Charges on Residences Destroyed by Fire. *Manager Sharp*
Lead: Finance Committee
- d. **Snow Removal Contracts.** Presentation and Possible Action on the Contract Amounts, Contract Forms and Cover Letters for 2017-2018 Snow Removal Services for Homeowner Associations and Private Driveways. *Manager Sharp*
Lead: Finance Committee
- e. **Fire Service Master Plan.** Discussion and Possible Action Regarding the Update of the Fire Service Master Plan. *Assistant General Manager Ansel*
Lead: Planning Committee
- f. **Kirkwood Summer Festival/ Chili Cook Off.** Recap and Possible Action on the District's Annual Kirkwood Summer Festival and Chili Cook Off. *Assistant General Manager Ansel*
Lead: Operations Committee
- g. **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. *Assistant Manager Benson*
Lead: Operations Committee
- h. **Capital Plan.** Discussion and Possible Action Regarding the 2017-2018 Capital Plan and Prioritizing Projects. *Manager Sharp*
- i. **Propane Tank.** Update and Possible Action on District's Efforts to Purchase and Install an Additional Propane Storage Tank This Year. *Assistant Manager Benson*
- j. **Wastewater Collection System.** Discussion and Possible Action on Plans to Identify and Correct Infiltration Issues with the Wastewater Collection System. *Manager Sharp*
Lead: Operations Committee
- k. **Wastewater Treatment Plant Operations.** Presentation and Possible Action on Recent Maintenance Work and Repairs needed at the Wastewater Treatment Plant. *Assistant Manager Ansel*
Lead: Operations Committee
- l. **FEMA Claim.** Update and Possible Action on FEMA Claims on Damages the District Suffered During the Two Flood Events Early in 2017. *Assistant Manager Benson*
- m. **General Manager Objectives.** Presentation of Final 2016-2017 General Manager Objectives Performance Recap and Possible Approval of 2017-2018 General Manager Objectives. *Manager Sharp*

- n. **Timed Item 9:00am General Manager Replacement.** Update and Possible Action on Efforts to Secure a Replacement for the General Manager Position. *Pam Derby, CPS HR Consultants / President Epstein*
Lead: Personnel Committee
 - o. **Board Elections.** Discussion and Possible Approval of Notice of Election for Election to be Held on Tuesday, November 7, 2017. *Clerk of the Board Austin*
 - p. **Closed Session for**
 - i. Closed Session for public employee performance evaluation of all District staff positions pursuant to Government Code section 54957(b), and (2) conference with District designated labor negotiator Manager Sharp regarding all District staff positions (except the General Manager) pursuant to Government Code section 54957.6(a).
 - ii. **Timed Item 11:30am.** Closed session conference with legal counsel regarding anticipated litigation - significant exposure to litigation involving one potential case concerning a dispute over compliance with the KMPUD/PG&E Interconnection Agreement (Government Code section 54956.9(d)(2)).
 - iii. Closed session for public employee appointment or employment of the General Manager position.
 - q. **Employee Performance Reviews.** Discussion and Possible Action regarding the Duties, Positions and Compensation for all District Staff positions. *Manager Sharp*
9. **GENERAL MANAGER REPORT** (Discussion may take place; however, no action will be taken.)
10. **OPERATIONS REPORT**
Assistant General Manager Ansel (Discussion may take place; however, no action will be taken.)
11. **STANDING COMMITTEE REPORTS**
- a. Finance Committee
 - b. Planning Committee
 - c. Operations Committee
 - d. Personnel Committee
 - e. IT Committee
12. **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.
13. **ADJOURNMENT** (The next Regular Board Meeting is scheduled for Saturday, August 12, 2017 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