



**AGENDA**  
**REGULAR BOARD MEETING**  
**Saturday, September 11, 2021 – 8:00AM**  
District Board Room, Community Services Building  
33540 Loop Road, Kirkwood, CA 95646

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**BOARD MEMBERS**

Eric Richert, President

Robert Epstein, Vice President/Treasurer  
John Schroeder, Director

Peter Dornbrook, Secretary  
Bertrand Perroud, Assistant Secretary

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**IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:**

Based on mandates by the Governor and the Alpine and Amador County Health Officers to shelter in place and the guidance from the CDC, to minimize the spread of coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not open to the public at this time.
- The meeting will be conducted via teleconference using Zoom.
- All members of the public seeking to observe and/or to address the Board may participate in the meeting telephonically or otherwise electronically in the manner described below.

**HOW TO PARTICIPATE / OBSERVE THE MEETING:**

All participants will be automatically muted upon entering the meeting.

**Telephone:** Listen to the meeting live by calling Zoom at (669) 900-6833 and enter the Meeting ID# **886 3858 6116** followed by the pound (#) key. Raise your hand to talk by pressing \*9.

**Computer:** Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/85917633847> using a computer with internet access the meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/204003179-System-Requirements-for-Zoom-Rooms>) Raise your hand to talk by clicking Participants/Raise Hand.

**Mobile:** Login through the Zoom mobile app on a smartphone and enter Meeting ID# **859 1763 3847**

**HOW TO SUBMIT PUBLIC COMMENTS:**

Prior to the meeting, please mail comments to P.O. Box 247, Kirkwood, CA 95646, fax your comments to (209) 258-8727 Attn: Erik Christeson or email at [echristeson@kmpud.com](mailto:echristeson@kmpud.com), write "Public Comments" in the subject line. Include the agenda item number and title, as well as your comments. During the meeting, the Board President will announce the opportunity to make public comments. Please utilize the "raise your hand" function via the Zoom application or your telephone if participating in this manner.

**ACCESSIBILITY INFORMATION:**

Board meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Jessica Gillies, Clerk of the Board, at least 48-hours before the meeting at (209) 258-4444 or [jgillies@kmpud.com](mailto:jgillies@kmpud.com). Advanced notification will enable the District to swiftly resolve such requests and ensure accessibility.

*Distribution Date: July 6, 2021*

**AGENDA**

- 1) **CALL TO ORDER** *President Richert*
- 2) **ROLL CALL** *Secretary Dornbrook*
- 3) **ANNOUNCEMENTS** *General Manager Christeson*
- 4) **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.)
- 5) **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.)
- 6) **WRITTEN COMMENTS FROM THE PUBLIC** (This is an opportunity for Directors and Staff to share written comments received from the public. No discussion or action can be taken on matters not listed on the agenda, per the Brown Act.)
- 7) **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 July 10, 2021 Regular Minutes
  - b) Approve Current Consent for Claims
  - c) Review Receivables/Shut Offs Report
- 8) **CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION**
- 9) **ITEMS FOR BOARD ACTION**
  - a) **Finances.** Discussion and possible action regarding the District's financials. *AM McBride*
    - i) July Financials
    - ii) August Preliminaries
    - iii) Cash Flow
    - iv) Budget Variance Tracking
  - b) **Work Order Closing Policy.** Discussion & possible action. *AM McBride*
  - c) **Secondary Review/Month End Closing.** Discussion & possible action. *AM McBride*
  - d) **Electric to Solid Waste Interfund Loan.** Discussion & possible action. *AM McBride*
  - e) **Property Tax Revenue Allocations.** Discussion & possible action. *AM McBride*
  - f) **Staff Bonuses.** Discussion & possible action. *GM Christeson*
  - g) **Employee Handbook Update.** Discussion & possible action. *GM Christeson*

- h) **Injury, Illness, & Prevention Program.** Discussion & possible action. *AGM Ansel*
  - i) **Performance Reporting & Aquifer Levels.** Update. *OM Benson*
  - j) **Caltrans Peddler Hill Annexation Request.** Discussion & possible action. *GM Christeson*
  - k) **Resolution 21-10 A Resolution of the Board of Directors of the Kirkwood Meadows Public Utility District Authorizing Entering Into an Interim Loan Agreement in Anticipation of Long-Term Financing for Wastewater System Improvements and Approving Related Documents and Actions.** *GM Christeson*
  - l) **WWTP Schedule.** Update. *GM Christeson*
  - m) **USDA RUS Letter of Conditions.** Discussion & possible action. *GM Christeson*
  - n) **Fuel Reduction / Fire Prevention.** Discussion & possible action. *Director Dornbrook*
- 10) **GENERAL MANAGER’S REPORT** (Discussion may take place; however, no action will be taken.)
- 11) **OPERATIONS REPORT** (Discussion may take place; however, no action will be taken.)
- 12) **STANDING COMMITTEE REPORTS**
- 13) **TEMPORARY ADVISORY COMMITTEE REPORTS**
- 14) **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.
- 15) **ADJOURNMENT**  
The next Regular Board Meeting is scheduled for Saturday, October 9, 2021 at 8:00AM

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 4:30 p.m. Monday through Friday. This meeting is recorded and broadcast over Volcano Community Channel 19 and on the internet at [www.kmpud.com](http://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.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District at (209) 258-4444, by email at [jgillies@kmpud.com](mailto:jgillies@kmpud.com). Requests must be made as early as possible, and at least two business days before the meeting.

*The Kirkwood Meadows Public Utility District is an Equal Opportunity Provider and Employer*