



**AGENDA**  
**SPECIAL BOARD MEETING**  
**Saturday, August 12, 2017 – 8:00 A.M.**  
District Board Room, Community Services Building  
33540 Loop Road, Kirkwood, CA 95646

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Standish O'Grady, Treasurer  
Eric Richert, Vice President

**BOARD MEMBERS**  
Robert Epstein, President

Peter Dornbrook, Secretary  
Geoffrey Smith, Assistant Secretary

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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: July 2, 2017
  - b. Approve Current Consent for Claims
  - c. Review Receivables/Shut Offs Report
  - d. Approve Bruce Lawler as a Community Member of the District's IT Committee
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.  
*Assistant Manager, Administration McBride*
    - i. June Financials
    - ii. Year End Financial Review
    - iii. Budget Variance Tracking
    - iv. June Cash FlowLead: Finance Committee

- b. **Property Tax Allocations.** Discussion and Possible Approval of Final Property Tax Allocations for the 2016-2017 Fiscal Year. *Manager Sharp*
- c. **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
- d. **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
- 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. **Self-Contained Breathing Apparatus.** Discussion and Possible Purchase of Six Self Contained Breathing Apparatus for the Kirkwood Volunteer Fire Department Utilizing Proceeds From the Kirkwood Summer Festival. *Assistant General Manager Ansel*  
Lead: Operations Committee
- h. **Wastewater Absorption Bed Pumps.** Discussion and Possible Action on the Replacement of Absorption Bed Pumps to transport Effluent From the Wastewater Treatment Plant to the Absorption Beds. *Assistant General Manager Ansel*  
Lead: Operations Committee
- i. **ACES Solid Waste Contract.** Discussion and Possible Action on Proposal by ACES Waste Management for a Five Year Contract Extension. *Manager Sharp*
- j. **Wastewater Collection System.** Presentation and Possible Action as to the District's Progress on Finding and Repairing Issues with the Wastewater Collection System in 2017 and Plans for the Future. *Manager Sharp*  
Lead: Operations Committee
- k. **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

- I. **Propane Tank.** Update and Possible Action on District's Efforts to Purchase and Install an Additional Propane Storage Tank This Year. *Manager Sharp/Assistant Manager Benson*  
Lead: Operations Committee
    - i. Timeline
    - ii. Warranty
    - iii. Permitting
    - iv. Foundation
    - v. Testing/ Commissioning
  
  - m. **Propane Safety.** Presentation and Possible Action on the District's Efforts to Require Safe, Protected Locations for Propane Meters. *Assistant Manager Benson*  
Lead: Operations Committee
  
  - n. **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. **Assistant General Manager Interim Position.** Discussion and Possible Approval of Resolution No. 17-12 Appointing PERS Retiree Michael Sharp to the Position of Assistant General Manager and Approving the Related Employment Contract. *Human Resources Representative Kimberly Norton*  
Lead: Personnel Committee
  
  - p. **Annual Report.** Presentation and Possible Action on Draft of the District's Annual Report for 2016-2017. *Manager Sharp*
  
  - q. **iPad Project.** Presentation and Possible Action on the new iPad Project, Designed to Give Emergency Personnel and Operations Staff Critical Site-Specific Information in the Field with the use of an iPad. *President Epstein/ Manager Sharp*
  
  - r. **Closed Session** for
    - i. 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)).
    - ii. Closed session for consideration of liability claim against the District by claimants Algonda Noia and CSAA (Government Code section 54956.95).
    - iii. Closed session for public employee appointment or employment of the General Manager position.
- 9. GENERAL MANAGER REPORT** (Discussion may take place; however, no action will be taken.)
  - i. Board Elections
- 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 Special Board Meeting is scheduled for Sunday, September 3, 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](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.

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***