



**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 May 10, 2024 – 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 2:00 PM.

**2. ROLL CALL**

*Secretary Dornbrook*

Board of Directors Present:

President Epstein, Directors Mitarotonda, Dornbrook.

Board of Directors Present via Zoom:

Directors Schroeder, Tucher

Board of Directors Absent:

Staff Present:

General Manager Christeson, Assistant General Manager Ansel, Operations Manager Benson, Clerk of the Board Williams Cheryl Stern, Sandy Goldberg, Anh Oppenheimer, Sandy Sloan, Eric Richert, Beth McAllister, Jack Longinotti, Meg Caldwell, Howard Hoffman, Bruce Gianola, Caroline Scott

Others Present and via Zoom:

**3. ANNOUNCEMENTS**

*General Manager Christeson*

General Manager Erik Christeson welcomed everyone to the May 10th, 2024, Board meeting and noted if you are on Zoom, please use the raise your hand function if you would like to speak.

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

None

**5. COMMENTS FROM THE AUDIENCE**

We had multiple members of the public comment on Anne O'Grady.

**6. WRITTEN COMMENTS FROM THE PUBLIC**

None.

**7. ADOPTION OF CONSENT CALENDAR**

- a. **Approve April 12th, 2024, regular meeting minutes.**  
Approve April 12<sup>th</sup> 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 Dornbrook motioned to adopt the consent calendar. 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

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

None.

#### 9. **ITEMS FOR BOARD ACTION**

- a. **Fiscal Year 2024/25 Draft Capital Budget.** GM Christeson  
General Manager Christeson gave an overview of the Fiscal Year 2024-25 Draft Capital Budget. Discussed ensued and consensus was reached by the Board that barring any changes due to Operations budget, it was ready for Board review and adoption in July.
- b. **Fiscal Year 2024/25 Draft Operations Budget.** GM Christeson  
General Manager Christeson gave an overview of the fiscal Year 2024-25 Draft Operations Budgets. Discussion ensued. Next step is a review by the Finance Committee.
- c. **Performance Reporting & Aquifer Levels.** OM Benson  
Operations Manager Benson gave an overview of the Performance Reporting and Aquifer levels. Discussion ensued.
- d. **Customer Communications Policies** GM Christeson  
General Manager Christeson gave an overview of the Customer Communications Policies. Discussion ensued.  
  
Director Dornbrook motioned to adopt the consent Customer Communications Policies. Director Epstein seconded the motion, and it carried out by the following roll call vote:  
  
AYES: President Epstein, Directors Mitarotonda, Schroeder, Tucher, and Dornbrook.  
  
NOES: None  
  
ABSENT: None  
  
ABSTAINING: None
- e. **Public Benefit Charge – Low Income Program.** GM Christeson  
General Manager Christeson gave an overview of the Low-Income Program. Discussion ensued and approved by the Board.

Director Mitarotonda motioned to adopt the consent Low Income Program with the clarification that the credit be either \$25 per month or a credit against the energy portion (kWh used) of their bill, whichever was lower. Director Epstein seconded the motion, and it carried out by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAINING: None

f. **KVFD New Logo.**

Chief Ansel

Chief Ansel provided an update on the KVFD New Logo. Discussion ensued and approved by the Board.

Director Mitarotonda motioned to adopt the consent KVFD New Logo with the changes identified by the Communications Committee. Director Epstein 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

g. **General Manager Goals.**

President Epstein

President Epstein provided a brief overview on the DRAFT General Manager Goals and requested that the Board members send any suggestions him.

**10. MAJOR PROJECT UPDATES.**

General Manager Christeson noted the Major Projects update was covered under the Capital Projects List.

**11. GENERAL MANAGERS REPORT**

GM Christeson

General Manager Christeson discussed the recent WAPA meeting, attended by the Operations Manager and Administrative Manager. President Epstein noted that he and the GM would be attending the California Municipal Rate Group conference next month.

**12. OPERATIONS REPORT**

Chief Ansel

Chief Ansel provided an overview of the CPUC Inspection, WWTP replacement membranes, irrigation meter turn-ons, KVFD Call Report, Amador Fire Chiefs meeting, and Cal Fire Co-Operators meeting, CalFire Defensible Space work (Alpine County), and the Firewise wood chipping August 12-16th

**13. STANDING COMMITTEE REPORTS**

a. **Finance Committee**

No further update.

**b. Operations Committee**

Nothing to add.

**c. Planning Committee**

Director Tucher commented on the Large customer fuel switching and the Low-Income Program

**d. Communications Committee**

Director Mitarotonda commented on the FAQs and the Roadmap

**e. Personnel Committee**

President Epstein commented on the Remote Work guidelines and protocols, commercial endorsements by employees or the Board, and the updated Employee Handbook.

**f. LAFCO**

Did not meet.

**14. TEMPORARY ADVISORY COMMITTEE REPORTS**

None

**15. GENERAL DISCUSSION**

None

**16. CLOSED SESSION**

President Epstein stated there was no reportable action from the closed session.

**17. ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:07 pm

*(The next Board Meeting is scheduled for Friday, June 7th, 2024 at 2:00 PM)*

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Peter Dornbrook, Board Secretary  
Kirkwood Meadows Public Utility District

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Carrie Williams, Clerk of the Board