

Kirkwood Meadows Public Utility District

Operations Committee

REGULAR MEETING NOTICE

NOTICE IS HEREBY GIVEN that the Operations Committee of the Kirkwood Meadows Public Utility District has called a Regular Meeting of the Committee to be held on **Wednesday, February 14, 2024 2:00 p.m.** via Zoom at: <https://us02web.zoom.us/j/87574849196>

HOW TO PARTICIPATE / OBSERVE THE MEETING:

Telephone: Call Zoom at (669) 900-6833 and enter Meeting ID# **875 7484 9196** followed by the pound (#) key.

Computer: Follow this link to join the meeting automatically: <https://us02web.zoom.us/j/87574849196>

Mobile: Open the Zoom mobile app on a smartphone and enter Meeting ID# **875 7484 9196**

ACCESSIBILITY INFORMATION:

Committee 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 the District, at least 48-hours before the meeting at (209) 258-4444 or info@kmpud.com Advanced notification will enable the District to swiftly resolve such requests and ensure accessibility.

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AGENDA

- 1) **Utility Updates.**
 - a. Electric
 - b. Fire
 - c. Playground
 - d. Propane
 - e. Snow Removal
 - f. Solid Waste
 - g. Water
 - h. Wastewater
 - i. WWTP Repair & Rehabilitation Project.
- 2) **Policy 630 Update.** Discussion & possible action.
- 3) **Snow Removal Percentage Allocations.** Discussion & possible action.
- 4) **Operational Metrics (Continued).** Discussion & possible action.
- 5) **Future Topics.**

Next Meeting/Staff Recommendation: *Wednesday, March 13, 2024 - 2:00pm.*

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

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 to info@kmpud.com. Requests must be made as early as possible, and at least two business days before the meeting.

STAFF REPORT

Policy 630 Update

Background:

District Counsel recently advised Staff that it was necessary to insert Section 5 (see attached policy) in order to be compliant with recent California law. While reviewing Policy 630, additional areas needing change were identified.

- General:
 - Capital Connections Fees nomenclature for this charge was changed to Connection fees over a decade ago and is modified here for consistency.
 - Some of the fees referenced in this Policy occur in the Miscellaneous Fee Schedule adopted by the Board annually, so reference to these fees was added.
- Sections B.3 & B.4: The current definitions were too narrow and did not fully encompass all areas of water or wastewater service to be considered for new applications.
- Section B.5: Required by California law.
- Section D.2: The District no longer allows two meters on the same service line, so this section was deleted.

Fiscal Impact:

None.

Prepared By:

Erik M. Christeson, P.E.

Drafted: 11/25/85
 Enacted: 03/20/86
 Modified: 05/25/01
03/08/24
 Repealed: _____

POLICY STATEMENT NO. 630
KIRKWOOD MEADOWS PUBLIC UTILITY DISTRICT
NEW SERVICES AND CHANGES OF TYPE OF SERVICE

A. PURPOSE

This policy statement is to assure uniform requirements for providing or changing different types of water service.

B. CONDITIONS UNDER WHICH NEW SERVICES WILL BE CONNECTED

New water and sewer services will be connected subject to all of the following conditions:

1. The land to be serviced is within the service area of and becomes subject to the bonded indebtedness of the District and annexed to the District.
2. The intended customer shall make application for all services and pay the charges as provided in the District's policies and regulations.

3. For water service:

a. Adequate treatment, storage, transmission, and distribution capacity is available.

a.b., a-District ~~distribution water main~~ of adequate capacity and pressure (as solely determined by the District) exists in a right-of-way abutting a principal boundary of the land to be served; or adequate treatment, storage, transmission, and distribution mains, pumps and storage facilities (as solely determined by the District) are constructed, as appropriate, in accordance with the District's engineering requirements.

4. For sewer service:

a. Adequate treatment, collection, lift stations, and disposal capacity is available.

b. District, a sewer collection main of adequate capacity (as solely determined by the District) exists in a right-of-way abutting boundary of the land to be served;

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or adequate treatment, collection, transmission, and disposal sewer facilities; ~~including lift stations and storage facilities~~ are constructed, as appropriate, in accordance with the District's engineering requirements.

5. In determining whether the District possesses adequate water and sewer capacity and facilities to serve an applicant's proposed development project and in otherwise allocating available water and sewer system capacity, the District shall allocate available water and sewer system capacity pursuant to the following priorities:

- a. Continued water and sewer service to existing water and sewer connections and customers;
- b. New water and sewer service to residential developments that help meet Counties' share of the regional housing need for lower income households as identified in the Counties' housing elements, in accordance with Government Code section 65589.7;
- c. New water and sewer service to development on existing in-fill, developable parcels in the District (i.e., those parcels that can be developed and connected to the water and sewer system without a major sewer main line extension); and
- b.d. New water and sewer service to other development projects.

C. APPLICATIONS FOR NEW SERVICE

Applications for new service shall be in writing on forms provided by the District signed by the intended customer or an authorized agent.

Applications shall be supported by such data as the District shall reasonably require, such as a map or legal description of the property to be served, the date service is to begin, the name and billing address of the person responsible for the payment of the District's fees, charges and rates, whether such person is the owner or tenant of the property, and credit information.

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D. CHARGES FOR NEW SERVICES - WATER AND SEWER

1. ~~Capital connection~~ Connection fees shall be paid prior to processing any application for service.
2. A service line charge, to cover the District's cost of installing a service line from the main adjacent to the property to be served equal to the District's actual costs of material plus handling fees as established by the Board; labor and installation costs and overhead will be charged at rates as established by the Board.
3. At the time of application, the District will collect the estimated cost of the service line and meter installation. When the work has been completed, the customer will be furnished with an itemized statement of cost. If the estimated amount paid is less than said actual costs, the difference shall be paid to the District by the customer. Any amount paid or deposited in excess of said actual cost will be refunded.
4. In accordance with Public Utilities Code section 16481.6, the District may require new water and/or sewer service customers to deposit a sum of money with the District prior to establishing an account and furnishing service. The decision of the District to require a new customer to pay a deposit shall be based solely upon the credit worthiness of the customer/applicant as determined by the District Manager or his or her designee. If the District requires a customer to pay a deposit, the monthly usage for the subject premises as determined by the District Manager or his or her designee.

E. CHANGE OF TYPE OF WATER SERVICE

No change shall be made in the type or size of a water service except upon the filing and processing of an application and payment of a charge in accordance with the following:

1. If the type of service is changed, the applicant shall pay any excess of the current charges set forth in ~~capital connection~~ and miscellaneous fees for a new service of the changed type over the amount paid as said charges when the service was originally installed.
- ~~2. For a smaller meter on the same service line, a charge of \$25 will be made. No credit will be allowed for charges paid when the service was originally installed.~~
- ~~3.2.~~ For a new service of the same type but different size, the applicant shall pay any charges as set forth in the ~~capital connection~~ and miscellaneous fees.

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F. ABANDONMENT OF WATER SERVICE LINE

Whenever a service line is abandoned, the owner of the land served by said line shall pay the District's actual costs for removing the connection of the service line to the District's main and the District's facilities appurtenant to the service line.

G. REVIEW OF NEW APPLICATIONS

Acceptance of an application for service by the District is not a guarantee that a service connection will be made or service provided. No service connection will be made if it is found that actual conditions or facilities as they exist in the field would cause violation of District regulations if such installation were made; information appearing on maps and notes or the signing of a building permit application, notwithstanding.

H. REBATE FEES

Should the applicant request service from a water or sewer pipeline installed by another party who is eligible for rebate of a portion of the original pipeline installation costs, the applicant shall pay a rebate fee equal to the District's calculation of the proportional share of the cost of the original pipeline considering footage of pipeline adjacent to the properties involved.