



## 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, June 10, 2017 has been cancelled. A Special Meeting of the Board is scheduled to be held on Saturday, June 3, 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.

The Agenda for this Special Meeting is Attached.

Dated: May 26, 2017

  
Kirkwood Meadows PUD  
Clerk of the Board



**AGENDA**  
**SPECIAL BOARD MEETING**  
**Saturday, June 3, 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: May 6, 2017
  - b. Approve Current Consent for Claims.
  - c. Review Receivables/Shut Offs Report
  - d. Approve Resolution 17-07 Authorizing Establishment of a Credit Card with Bank of the West and Affirming Authorized Signers
  - e. Approve Resolution 17-08 Approving 2017-2018 Job Titles and Job Descriptions as per CalPERS Requirements
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. April Financials
    - ii. May Preliminaries
    - iii. Cash FlowLead: Finance Committee

- b. **CalPERS Payment.** Discussion and Possible Approval of the Payment of \$92,000, Being the Second and Final Payment to CalPERS to Pay Off the District's Side Fund Liability. *Manager Sharp*  
Lead: Finance Committee
- c. **Public Hearing: Rate Adjustments.** Public Hearing and Possible Action on the Rate Study Detailing the Possible Increase of Water, Wastewater, Solid Waste, and Irrigation Water Rates for the 2017-2020 Fiscal Years. *Manager Sharp*  
Lead: Finance Committee
- d. **Rate Adjustments.** Discussion and Possible Approval of Ordinance 17-01 Modifying Regulation 610.01 on Adjustment of Water, Wastewater and Irrigation Usage Rates and Solid Waste Base Rates. *Manager Sharp*  
Lead: Finance Committee
- e. **2018-2022 District Budget Presentation.** Discussion and Possible Approval of Resolution 17-09 Approving the District's Five-Year Operating Budget and Capital Plan for the 2018-2022 Period. *Manager Sharp*  
Lead: Finance Committee
- f. **2017-2018 Employee Manual.** Discussion and Possible Approval of Revised Employee Manual for the 2017-2018 Fiscal Year. *Manager Sharp*  
Lead: Personnel Committee
- g. **Timed Item 9:30am: 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
- h. **Timed Item 10:00am: Rick Hopson, District Ranger, USDA Forest Service Amador Ranger District.** Presentation by Rick Hopson and Possible Action on the Caples Ecological Restoration Project (Prescribed Burn) Impacting the Forest to the North of Kirkwood. *Manager Sharp*  
Lead: Operations Committee
- i. **Timed Item 10:30am: General Manager Replacement.** Update and Possible Action on Efforts to Secure a Replacement for the General Manager Position. Confirmation of Agreement with CPS HR Consulting for Recruitment Services. *President Epstein/Pamela Derby, Executive Recruiter CPS HR*  
Lead: Personnel Committee
- j. **2017 USFS Work Plan.** Presentation and Possible Approval of the 2017 Out Valley Work Plan for Submittal to the United States Forest Service. *Manager Sharp*  
Lead: Operations Committee

- k. **Kirkwood Development Correspondence on Connection Fees.** Discussion and Possible Action Regarding Correspondence From Eggleston Kosnik Representing Kirkwood Development Entities Regarding District Connection Fees. *Manager Sharp*  
Lead: Finance Committee
  - l. **Fire Service Master Plan.** Discussion and Possible Action Regarding the Update of the Fire Service Master Plan. *Assistant General Manager Ansel*  
Lead: Planning Committee
  - m. **Kirkwood Summer Festival/ Chili Cook Off.** Discussion and Possible Action on the District's Planning and Preparation for the Operation of the Annual Kirkwood Summer Festival and Chili Cook Off. *Assistant General Manager Ansel*  
Lead: Operations Committee
  - n. **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
  - o. **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
  - p. **Wastewater Absorption Beds.** Discussion and Possible Action on Project to Upgrade the Size and Operation of the Absorption Bed Pumping System. *Assistant Manager Ansel*  
Lead: Operations Committee
  - q. **Utility Rules and Regulations.** Discussion and Possible Approval of Revised Electric, Propane, Water and Wastewater Rules and Regulations. *Assistant Manager Benson*  
Lead: Operations Committee
- 9. CLOSED SESSION:**
- a. 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)).
  - b. Closed session for public employee appointment or employment of the General Manager position.
- 10. GENERAL MANAGER REPORT** (Discussion may take place; however, no action will be taken.)
- 11. OPERATIONS REPORT**  
*Assistant General Manager Ansel* (Discussion may take place; however, no action will be taken.)
- 12. STANDING COMMITTEE REPORTS**
- a. Finance Committee
  - b. Planning Committee

- c. Operations Committee
- d. Personnel Committee
- e. IT Committee

- 13. 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.
- 14. ADJOURNMENT** (The next Special Board Meeting is scheduled for Saturday, July 2, 2017 at 8:00 a.m.)

  
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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***