

# INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT  WATER SYSTEM

50 INVERNESS WAY NORTH • P.O. BOX 469 • INVERNESS CA 94937 • (415) 669-1414

**Board of Directors**  
**Wednesday, September 22, 2021**

**AGENDA**  
**9:00 a.m.**

**Regular Meeting**  
**Teleconference**

## Coronavirus (COVID-19) Advisory Notice

*Video and Teleconference Meetings During COVID-19 Emergency: The health and safety of community members, public officials, and employees is a top priority for the IPUD. In compliance with local and state shelter-in-place orders, and as allowed by the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 (March 17, 2020), the IPUD will not offer an in-person meeting location for the public to attend this meeting. The meeting is limited to essential district business items and will be conducted by the IPUD Board and staff via teleconference (see below). Members of the public are encouraged to participate remotely from a safe location as described below. On June 11th, 2021, the Governor responded to a coalition of local government entities in a letter confirming that the provisions of N-29-20 will remain in effect until further notice. The Governor has not set a new expiration date for N-29-20; however, the Governor committed to provide advance notice of rescission of the order to provide the agencies the time necessary to meet statutory and logistical requirements.*

### **To participate by phone:**

- **Dial: 669 900 6833**
- **Meeting ID: 829 6896 4599**
- **Passcode: 935121**
- **Keep your phone on "mute" except when you have been recognized as a speaker**

### **To participate by video:**

<https://us06web.zoom.us/j/82968964599?pwd=TjNUMUZRaWs1MGZ1STcwbDZXNlIldzO9>

### **Opening 9:00 a.m.**

1. **Call to Order; Attendance Report**
2. **Public Expression:** Opportunity for members of the public to address the Board on matters under the Board's jurisdiction but not on the posted agenda. Directors or staff "**may briefly respond to statements made or questions posed**" during Public Expression, but "**no action or discussion shall be undertaken on any item not appearing on the posted agenda**" (Gov. Code §54954.2(a)(3)). Members of the public may comment on any item listed on the posted agenda at the time the item is considered by the Board.
3. **Approval of Minutes:** Regular meeting of August 25, 2021

### **The State of the District**

4. **Management Report:** Administrator Shelley Redding, Chief of Operations Jim Fox
  - **Financial Reports**
    - **FY 2021/2022**
    - **Audit Update**
  - **Capital Projects Accounting to August 2021**
  - **Tenney Tanks Replacement Project Update**

---

Material provided in the meeting packet is available on the District's website, [www.invernesspud.org](http://www.invernesspud.org), or by contacting the District office.  
Items may not be taken up in the order shown on this Agenda.

For assistance in participating in this event due to a disability as defined under the ADA, please call in advance to (415) 669-1414.

## **THE PUBLIC IS CORDIALLY INVITED TO PARTICIPATE IN THIS MEETING**

**BOARD OF DIRECTORS: KENNETH J. EMANUELS, PRESIDENT • DAKOTA WHITNEY, VICE PRESIDENT**  
**KATHRYN DONOHUE, TREASURER • BRENT JOHNSON • DAVID PRESS**



**SHELLEY REDDING, ADMINISTRATOR/CLERK OF THE BOARD**  
**JAMES K. FOX, CHIEF OF OPERATIONS (FIRE CHIEF, WATER SYSTEM SUPERINTENDENT)**

- **Marin Wildfire Prevention Authority (MWPA) Update**
  - **Marin Emergency Radio Authority (MERA) Update**
  - **State of the Water Shortage Emergency**
5. **Water System Report, August 2021:** Senior Water Operator Ken Fox, Water Superintendent Jim Fox
    - Water System Report
    - Daily Usage Chart, July/August
    - A/R Report, July/August
  6. **Fire Department Report, August 2021:** Chief Jim Fox

*The Business of the District*

7. **Initiate Prop. 218 Process for Changing Water Rates and Charges Effective January 1, 2022**
8. **Proposal to Submit a Parcel Tax Measure to the Voters**
9. **Resolution 260-2021:** Changing the Employer Contribution for CalPERS Health Care Benefits
10. **Resolution 261-2021:** Amending the Vesting Requirements for Retiree Health Care Benefits (Replacing Resolution 177-2009)
11. **Expenditures August 2021:** Review and Approve Expenditures and Cal Card Purchases for August 2021
12. **Committee Meetings/Reports**

*Closing*

13. **Announcements, Next Meeting, Adjournment**

**Posted: September 17, 2021**



Inverness Public Utility District  
Board Meeting September 22, 2021

---

Agenda Item No. 1

**Call to Order;**

**Attendance Report**



Inverness Public Utility District  
Board Meeting September 22, 2021

---

## Agenda Item No. 2

# Public Expression

**Opportunity for members of the public to address the Board on matters under the Board's jurisdiction but not on the posted agenda.**

**Directors or staff “*may briefly respond to statements made or questions posed*” during Public Expression, but “*no action or discussion shall be undertaken on any item not appearing on the posted agenda*” (Gov. Code §54954.2(a)(3)).**

**Members of the public may comment on any item listed on the posted agenda at the time the item is considered by the Board.**





Inverness Public Utility District  
Board Meeting September 22, 2021

---

## Agenda Item No. 3

# **Approval of Meeting Minutes**

- **Regular Meeting August 25, 2021**



# Inverness Public Utility District

Fire Department ✧ Water System

50 Inverness Way No., P.O. Box 469, Inverness CA 94937 ✧ (415) 669-1414

## Board of Directors

### Minutes, Regular Meeting

Wednesday, August 25, 2021, 9:00 a.m.

### Teleconference

#### 1. Call to Order; Attendance Report

President Emanuels called the meeting to order on Teleconference at 9:05 a.m.

Directors Present: Kenneth J. Emanuels, Kathryn Donohue, Brent Johnson, David Press, Dakota Whitney

Directors Absent: None

Staff Present: Shelley Redding, Clerk and Administrator; Jim Fox, Chief of Operations; Wade Holland, Customer Services Manager

#### 2. Public Expression

Jerry Meral asked if the Parcel Tax Committee should be discussed now or wait until the committee reports later in the meeting. Ken Emanuels asked it be addressed at the time committee reports are heard.

#### 3. Approval of Minutes: Regular Meeting of July 28, 2021

*M/S Donohue/Press to approve the minutes of the Regular Meeting of July 28, 2021, as submitted. AYES 4, NOES 0, Abstain 1 (Whitney)*

#### 4. Resolution 259-2021: Public Hearing on Water Rationing and Adoption of Resolution 259-2021 Declaring Activation of Water Rationing.

President Emanuels introduced the item. Customer Services Manager Wade Holland noted two edits in documents provided in the meeting packet. On the attachment listing non-residential customers, the name "Boathouse" should be changed to "Boatworks." In Resolution 259-2021, page 3, Option #3 in Section 8 should be corrected to read "...overall water consumption in the Water System's service area has resulted in the volume of water stored in the System's tanks dropping to less than 50% based on a 7-day running average."

**Public Hearing:** President Emanuels opened the public hearing at 9:13 a.m. and asked staff to present their recommendation for adopting Resolution 259-2021 and to confirm that the rationing daily allotments would be set as specified for Track 5 in the adopted Ordinance 101-2021. Customer Services Manager Holland summarized the current stage of the water shortage emergency and the options for consideration by the Board in adopting the resolution. Staff recommended for residential customers a base allotment of 50 gallons per meter per day plus an allotment of 25 gallons per day per full-time occupant. He said that staff also recommends that Option 3 in Section 8 be selected for when water rationing would come into effect. Option 3 states that rationing will be declared by the District Administrator to be in effect when the seven-day running average of the tank levels falls below 50%. The resolution also allows the District Administrator to reduce rationing allotments by up to 25% if needed to safeguard the District's water supply. The Staff answered questions posed by members of the public relating to storage capacity and if capacity could be expanded. Staff responded that the current Tenney Tanks replacement project will expand capacity by 26,400 gallons, but site and operational constraints at the Tenney property preclude any greater expansion than that. Staff was asked why water rationing is not

BOARD OF DIRECTORS: **KENNETH J. EMANUELS**, PRESIDENT • **DAKOTA WHITNEY**, VICE PRESIDENT  
**KATHRYN DONOHUE**, TREASURER • **BRENT JOHNSON** • **DAVID PRESS**



**SHELLEY REDDING**, ADMINISTRATOR • **JAMES K. FOX**, CHIEF OF OPERATIONS

being recommended to be placed in effect immediately and how allocations would be determined for commercial customers. Staff responded that none of the metrics (streamflows, demand, treatment capacity, tank levels) justify immediate implementation of rationing, but it is important to have the mechanisms for rationing in place in the event swift action to institute rationing becomes necessary. Because of noticing and public hearing requirements for adopting a rationing resolution, it is better to have such a resolution already in place with a stated trigger for declaring rationing. Staff explained that non-residential customers will receive an allotment based on a percentage of their consumption during a designated base year; it is being proposed that for most non-residential customers the applicable percentage will be determined by means of a negotiation between IPUD staff and the customer, and that those percentages must be reviewed and accepted by the Board of Directors.

The Public Hearing was closed at 9:48 a.m. Director Press asked how the District is messaging customers who are not in Inverness regularly. Staff reported that our email address list includes 94% of the customers in addition to a large number of tenants and others who are not a customer of record. If needed, outreach could also be targeted at property owners whose homes are registered as short-term rentals to encourage messaging to their customers about our water shortage and the applicable mandatory water usage restrictions. Currently, there are only 4 or 5 homeowners with whom we have issues about their high water usage, and we have contacted them directly. Director Johnson asked about a catastrophic event that reduces the water supply significantly. Staff responded that a catastrophic event would enable us to ask for emergency water from North Marin Water District through the Intertie.

Staff also noted that two objections have been raised by customers. One was strongly in favor of using Track 1 (a fixed amount of water per day per meter) instead of Track 5. The other was critical that the District had not done enough to increase availability of water so that gardens could be maintained; this person also opined that the water the District provides is not safe to drink or to bathe in.

*M/S Johnson/Whitney to approve Resolution 259-2021 as submitted with the language of Option 3 set in Section 8. AYES 5, NOES 0*

## 5. Management Report

**Financial Reports:** Administrator Redding presented the revised financial reports for June 2021 and the current reports for July 2021. She noted that staff is still in process of closing out the fiscal year in preparation for the audit; final reports for June 30, 2021 should be available for the Board's August meeting. President Emanuels noted that the actuals compared to budget show personnel costs over budget by \$100,000 and water revenue below budget. Staff explained that these were due to increased staffing needs and because the Chief of Operations has delayed his retirement and has remained on full-time employment. Water customer revenue is down because of drought conservation.

**Audit Update:** Administrator Redding reported that the audit for FY 2020/21 is underway and the auditor will be on-site in early September.

**Special Fire Tax Revenue for 2021-2022:** Staff presented the documentation showing the expected revenue from the District's Special Fire Tax for the current fiscal year is \$75,385.06.

**Capital Projects Accounting, June and July 2021:** Administrator Redding presented a corrected Capital Projects report for June 2021 as there were some expenses for the Tenney Tank Project in previous years that had not been categorized correctly. The July 2021 capital projects report was presented as well, showing capital projects that will be booked as assets at the end of the 2020/21 fiscal year.

**Tenney Tank Project Update:** Administrator Redding reported that the project continues to be delayed due to supply chain issues and noted that changes to the engineering for the tank pads had to be performed because of recent changes in the AWWA Standards. Administrator Redding reported that the first reimbursement request was being prepared for submission.

**MWPA Update:** Administrator Redding presented the year-end financial report that was submitted to MWPA's Finance Committee. Directors Emanuels and Donohue asked for a report on projects to be undertaken with MWPA funds. Administrator Redding reported that this year's Defensible Space inspections were being completed in the Inverness area for the year and any homes that were not inspected

this year will be inspected first next year. The evacuation routes clearing project is in the process of environmental review. Directors requested that a report be provided at the next Board meeting that outlines the local projects, the regional core projects, and the results of the inspections.

**MERA Update:** Administrator Redding reported that there has not been any activity other than the continued construction of communication towers and completion of installation of the new radios in all the IPUD vehicles.

**State of the Water Shortage Emergency:** Most items were covered under item #4, but it was reported that repairing the leak in the remaining Tenney Tank and the effort to get Well 5 online will help to maintain levels.

#### **6. Water System Report, July 2021**

Staff presented the monthly report. Senior Water Operator Ken Fox clarified the report and noted that usage is running slightly above supply. It was also noted that the motels have decreased their normal average usage by 28%, despite their high occupancy rates this season.

#### **7. Fire Department Report, July 2021**

Chief Jim Fox submitted the Fire Department report. It was noted that call volume was up in July over the previous month.

#### **8. Ordinance 103-2021: Compensation of the District Administrator**

Administrator Redding presented the ordinance providing for the compensation of the District Administrator effective September 1, 2021.

*M/S Whitney/Johnson to approve Ordinance 103-2021 providing for the compensation of the District Administrator as presented. AYES 5, NOES 0*

#### **9. Letter to Marin Municipal Water District's Board of Directors about Purchasing Supplemental Water During Emergencies**

Customer Services Manager Wade Holland reported on a preliminary meeting, facilitated by Jerry Meral, with MMWD's General Manager Ben Horenstein. Our staff inquired about the possibility of including for Inverness a small amount of water (around 40 acre feet) in the 15,000 acre feet MMWD is contemplating buying from agriculture water rights holders in the Sacramento Delta and Central Valley for delivery into Marin via a pipeline on the Richmond-San Rafael Bridge. He said the staff response at MMWD was favorable, and that the next step would be for the IPUD Board to write directly to MMWD's Board and ask that they include our request in the planning for their proposed supplemental water project. Administrator Redding reported that Drew McIntyre, General Manager of North Marin Water District, has also been contacted because the water would have to be wheeled via North Marin's facilities in Point Reyes Station in order to reach Inverness; Mr. McIntyre has the matter under advisement and consultation with this staff. Staff provided the Board with a draft of a proposed letter from the IPUD Board to the MMWD Board.

*M/S Donohue/Johnson to approve the letter to the Marin Municipal Water District's Board of Directors as drafted and to authorize and direct the President to sign and send it. AYES 5, NOES 0*

#### **10. Approve Expenditures and Credit Card Charges: July 2021**

Administrator Redding presented the monthly expenditures report for July and the July credit card statements for review and approval.

*M/S Donohue/Press to approve the July 2021 expenditures as presented and the July Cal Card statements for S. Redding and J. Fox as corrected. AYES 5, NOES 0*

#### **11. Committee Meetings/Reports**

**Parcel Tax Committee:** Director Johnson reported on a recent meeting with himself, Jerry Meral, Director Donohue, and Administrator Redding. He reported that they discussed what the parcel tax could

achieve for the District and potential programs that could be considered to be undertaken with the funds. Director Emanuels expressed concern about staff time constraints and how the process of pursuing a new parcel tax would impact the staff's workload. Jerry Meral offered his assistance and suggested that a citizens committee could provide assistance. Director Press also voiced his concern about the impact of the tax preparation process on staff time, as well as the messaging and outreach that would need to be handled by such a committee. Director Donohue requested that a timeline be presented at the next meeting to understand the activities that need to take place to move forward with a parcel tax election. It was also suggested that another meeting be held with Jerry Meral to identify priorities for use of the funds. Administrator Redding indicated she would contact Jerry and set up a time to meet.

**Personnel Committee:** Staff presented a summation of the items considered by the Personnel Committee, including recruitment options for the Fire Chief and the Water Superintendent positions, a recommendation to suspend recruitment of a Fire Chief (Chief Fox has delayed his retirement), administrative staffing needs (recruitment of an office assistant to eventually take over the customer services functions), and changes at CalPERS that will impact the health benefits the District provides its employees and annuitants. With respect to the CalPERS changes, the health care benefits the District provides to its employees and annuitants will be affected beginning on January 1, 2022, and the District must make some decisions and adopt new resolutions in a specific timely manner. Currently, CalPERS offers three PPO (Preferred Provider Organization) health plans, called PERS Care, PERS Choice, and PERS Select (in addition to offering plans such as Anthem Blue Cross, Blue Shield, Kaiser, and others). CalPERS is reducing its three PPO plans to two plans, which it is calling PERS Gold and PERS Platinum. Any of our employees or annuitants who is currently enrolled in one of the existing plans that is being discontinued must choose a new plan during this year's Open Enrollment period, which is from Sept. 20 to Oct. 15. Also, the District currently specifies that the amount of an employee's or annuitant's health insurance premium that the District will pay will not exceed the amount of the applicable PERS Choice premium; if an employee/annuitant elects a more expensive plan, the employee/annuitant must pay the difference. With PERS Choice going away, the District must now determine (by resolution) the plan whose premiums will determine the caps on the District's contribution to employee and annuitant health care premiums. The default if an employee or annuitant or employer does not designate a successor for PERS Choice will be PERS Platinum. The premiums for PERS Platinum will be substantially higher than would be the case if PERS Gold were selected. For example, for an employee alone, the 2022 monthly premium will be \$701.23 under PERS Gold, but \$1,057.01 under PERS Platinum (an increase of 50.7%). After discussion of staff's written report and consideration of possible alternatives to remaining with CalPERS for health benefits, the sense of the Board was for staff to prepare the necessary resolutions for (1) remaining with CalPERS, (2) amending the vesting period for post-employment retirement benefits to 10 years (from 5 years), (3) setting the maximum employer-contribution premium at the CalPERS Gold PPO rate, (4) changing the probationary period for new employees from three months to one year, and (3) stating that the percentage of the District's contribution payable for post-retirement health benefits for an employee will be based on the employee's completed years of credited service at retirement, as shown in the table in Government Code Section 22893 (and providing that at least five of those years must have been with the District).

## 12. Announcements, Next Meeting, Adjournment

President Emanuels adjourned the meeting at 11:08 a.m. The next Board meeting is scheduled for September 22, 2021.

These minutes were approved by the Board of Directors at the regular meeting on September 22, 2021.

Attest: /s/

Date: 9/22/2021

Shelley Redding, Clerk of the Board



Inverness Public Utility District  
Board Meeting September 22, 2021

---

# Agenda Item No. 4

## Management Report

**Clerk S. Redding & J. Fox**

**Financial Reports**

- **FY 2021/2022**
- **Audit Update**

**Capital Projects Accounting to August 2021**

**Tenney Tanks Replacement Project Update**

**Marin Wildfire Prevention Authority (MWPA) Update**

**Marin Emergency Radio Authority (MERA) Update**

**State of the Water Shortage Emergency**

3:32 PM

09/14/21

Accrual Basis

**Inverness PUD**  
**Summary Balance Sheet**  
As of August 31, 2020

---

	<u>Aug 31, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	244,006.19
Accounts Receivable	131,308.85
Other Current Assets	1,056,995.24
	<hr/>
<b>Total Current Assets</b>	1,432,310.28
<b>Fixed Assets</b>	1,505,979.40
Other Assets	695,051.04
	<hr/>
<b>TOTAL ASSETS</b>	<b>3,633,340.72</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	12,549.06
Credit Cards	-2,387.75
Other Current Liabilities	1,528,172.07
	<hr/>
<b>Total Current Liabilities</b>	1,538,333.38
<b>Long Term Liabilities</b>	116,081.00
	<hr/>
<b>Total Liabilities</b>	1,654,414.38
<b>Equity</b>	1,978,926.34
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>3,633,340.72</b>
	<hr/> <hr/>

**Inverness PUD**  
**Profit & Loss Budget vs. Actual**  
**July 2021 through June 2022**

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>N 600 · Property Tax Income</b>	3,307.36	670,502.00	-667,194.64
<b>N 650 · Other Agency Income</b>	1,708.15	122,490.00	-120,781.85
<b>N 700 · Water Charges</b>	91,777.00	523,526.00	-431,749.00
<b>N 710 · Misc. Income</b>	40,648.88	61,046.00	-20,397.12
<b>Total Income</b>	<u>137,441.39</u>	<u>1,377,564.00</u>	<u>-1,240,122.61</u>
<b>Gross Profit</b>	137,441.39	1,377,564.00	-1,240,122.61
<b>Expense</b>			
<b>N 810 · Personnel Expenses</b>	171,082.42	1,098,207.00	-927,124.58
<b>N 830 · Dispatch &amp; Communications</b>	261.10	31,030.00	-30,768.90
<b>N 833 · Collection &amp; Treatment</b>	562.92	5,000.00	-4,437.08
<b>N 835 · Lab &amp; Monitoring</b>	1,226.00	9,500.00	-8,274.00
<b>N 840 · Maintenance &amp; Utilities</b>	13,133.15	80,900.00	-67,766.85
<b>N 843 · Fire Prevention</b>	0.00	30,500.00	-30,500.00
<b>N 844 · Storage &amp; Distribution</b>	377.24	7,100.00	-6,722.76
<b>N 845 · Supplies &amp; Inventory</b>	4,635.41	28,290.00	-23,654.59
<b>N 850 · Training</b>	307.45	16,123.00	-15,815.55
<b>N 860 · Vehicle Operations</b>	2,659.00	16,000.00	-13,341.00
<b>N 870 · Administration</b>	22,825.21	123,236.00	-100,410.79
<b>Total Expense</b>	<u>217,069.90</u>	<u>1,445,886.00</u>	<u>-1,228,816.10</u>
<b>Net Ordinary Income</b>	<u>-79,628.51</u>	<u>-68,322.00</u>	<u>-11,306.51</u>
<b>Net Income</b>	<u><b>-79,628.51</b></u>	<u><b>-68,322.00</b></u>	<u><b>-11,306.51</b></u>



**Inverness PUD**  
**Profit & Loss by Fund**  
**August 2021**

	DISTRICT	FIRE	WATER	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>N 600 · Property Tax Income</b>				
600-01 · Ad Valorem Property Taxes	45	0	0	45
<b>Total N 600 · Property Tax Income</b>	<b>45</b>	<b>0</b>	<b>0</b>	<b>45</b>
<b>N 700 · Water Charges</b>				
700-01 · Basic Charges	0	0	74,935	74,935
700-02 · Usage Charges	0	0	16,448	16,448
700-03 · Cross Connection Fees	0	0	216	216
<b>Total N 700 · Water Charges</b>	<b>0</b>	<b>0</b>	<b>91,599</b>	<b>91,599</b>
<b>N 710 · Misc. Income</b>				
710-02 · Other Income	0	150	200	350
710-04 · Merchandise Sales	0	15	0	15
710-08 · CERBT OPEB Reimbursement	39,984	0	0	39,984
<b>Total N 710 · Misc. Income</b>	<b>39,984</b>	<b>165</b>	<b>200</b>	<b>40,349</b>
<b>Total Income</b>	<b>40,029</b>	<b>165</b>	<b>91,799</b>	<b>131,992</b>
<b>Gross Profit</b>	<b>40,029</b>	<b>165</b>	<b>91,799</b>	<b>131,992</b>
<b>Expense</b>				
<b>N 810 · Personnel Expenses</b>				
810-01 · Management	13,200	6,940	6,940	27,081
810-02 · Operations Personnel	0	1,792	27,770	29,562
810-03 · Administrative Personnel	4,832	0	2,228	7,059
810-04 · Employer Payroll Taxes	1,424	668	2,796	4,888
810-07 · Health Insurance Premiums	3,519	1,138	4,313	8,970
810-09 · Unfunded Accrued Liability	29,605	0	0	29,605
810-10 · Accrued Vacation	0	0	683	683
810-11 · Workers Comp Insurance	-3,348	0	0	-3,348
<b>Total N 810 · Personnel Expenses</b>	<b>49,232</b>	<b>10,538</b>	<b>44,729</b>	<b>104,499</b>
<b>N 830 · Dispatch &amp; Communications</b>				
830-02 · Commo Supplies	0	182	0	182
<b>Total N 830 · Dispatch &amp; Communications</b>	<b>0</b>	<b>182</b>	<b>0</b>	<b>182</b>
<b>N 835 · Lab &amp; Monitoring</b>				
835-01 · BacT & Raw Samples	0	0	378	378
<b>Total N 835 · Lab &amp; Monitoring</b>	<b>0</b>	<b>0</b>	<b>378</b>	<b>378</b>
<b>N 840 · Maintenance &amp; Utilities</b>				
840-02 · Building Maintenance	0	550	0	550
840-05 · Collection & Treatment Maint.	0	0	257	257
840-06 · Distribution System Maintenance	0	0	2,131	2,131
840-07 · Collection-Treatment Utilities	0	0	3,583	3,583
840-08 · Distribution System Utilities	0	0	88	88
840-09 · Firehouse Utilities	0	808	0	808
<b>Total N 840 · Maintenance &amp; Utilities</b>	<b>0</b>	<b>1,358</b>	<b>6,058</b>	<b>7,416</b>
<b>N 844 · Storage &amp; Distribution</b>				
844-01 · Telemetry	0	0	189	189
<b>Total N 844 · Storage &amp; Distribution</b>	<b>0</b>	<b>0</b>	<b>189</b>	<b>189</b>
<b>N 845 · Supplies &amp; Inventory</b>				
845-01 · Supplies and Inventory	0	0	1,160	1,160
845-02 · Personal Protective Equipment	0	142	0	142
<b>Total N 845 · Supplies &amp; Inventory</b>	<b>0</b>	<b>142</b>	<b>1,160</b>	<b>1,302</b>

**Inverness PUD**  
**Profit & Loss by Fund**  
**August 2021**

	<u>DISTRICT</u>	<u>FIRE</u>	<u>WATER</u>	<u>TOTAL</u>
<b>N 850 · Training</b>				
850-01 · Volunteer Training	0	79	0	79
<b>Total N 850 · Training</b>	0	79	0	79
<b>N 860 · Vehicle Operations</b>				
860-02 · Repairs & Service	0	0	1,012	1,012
<b>Total N 860 · Vehicle Operations</b>	0	0	1,012	1,012
<b>N 870 · Administration</b>				
870-01 · Telephone, Internet, Cable	184	51	96	331
870-04 · Financial Reporting/Audit	5,620	0	0	5,620
870-05 · Office Supplies, Postage, Fees	199	0	0	199
870-06 · Bank & Payroll Charges	474	0	0	474
870-07 · Legal Expenses and Attorneys	1,950	0	200	2,150
870-10 · Public Relations & Outreach	260	181	1,330	1,771
870-12 · Billing & Collections	0	0	9	9
870-14 · Miscellaneous	350	700	350	1,400
<b>Total N 870 · Administration</b>	9,037	932	1,986	11,955
<b>Total Expense</b>	58,268	13,231	55,511	127,010
<b>Net Ordinary Income</b>	-18,240	-13,066	36,288	4,982
<b>Net Income</b>	<b>-18,240</b>	<b>-13,066</b>	<b>36,288</b>	<b>4,982</b>



**Inverness Public Utility District  
TENNEY TANK CAPITAL PROJECT REPORT**

			FY1617	FY1718	FY1819	FY1920	FY2021	FY2122	Active Projects	Completed Projects	Capitalized		
No.	Project Name	Total Budget							Total Am't Spent	Amount Remaining	Total Spent	Total Unspent	Total
<b>Water</b>													
1-371-22	Tenney Tank Replacement Project	\$865,000	-\$4,000	-\$49,316	-\$5,745	-\$5,758	-\$157,198	-\$6,859	-\$228,876	\$636,124			\$0
<b>Totals</b>		<b>\$865,000</b>	<b>-\$4,000</b>	<b>-\$49,316</b>	<b>-\$5,745</b>	<b>-\$5,758</b>	<b>-\$157,198</b>	<b>-\$6,859</b>	<b>-\$228,876</b>	<b>\$636,124</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Totals</b>		<b>\$865,000</b>							<b>-\$228,876</b>	<b>\$636,124</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Date	Description	Expense Amount	5% Retention	Invoiced Receiveable	Balance	FY Total							
	<b>Beginning Balance</b>	<b>0.00</b>			<b>0.00</b>								
6/30/2017	<i>Fiscal Year Expenses</i>	<b>4,000.00</b>											
6/30/2017	<i>End of year balance</i>					<b>(4,000.00)</b>	FY1617						
6/30/2018	<i>Fiscal Year Expenses</i>	<b>49,316.32</b>											
6/30/2018	<i>End of year balance</i>					<b>(53,316.32)</b>	FY1718						
6/30/2019	<i>Fiscal Year Expenses</i>	<b>5,745.38</b>											
6/30/2019	<i>End of year balance</i>					<b>(59,061.70)</b>	FY1819						
6/30/2020	<i>Fiscal Year Expenses</i>	<b>5,757.60</b>											
6/30/2020	<i>End of year balance</i>					<b>(64,819.30)</b>	FY1920						
6/30/2021	<i>Fiscal Year Expenses</i>	<b>154,159.17</b>											
6/30/2021	<i>End of year balance</i>	<b>154,159.17</b>	<b>(4,840.13)</b>	<b>91,962.46</b>		<b>(222,017.09)</b>	FY2021						
7/16/2021	<i>Brelje &amp; Race Engineers</i>	2,621.25			(224,638.34)								
8/6/2021	<i>Bauer &amp; Associates - Geotech</i>	3,378.00			(228,016.34)								
8/16/2021	<i>Brelje &amp; Race Engineers</i>	860.00			(228,876.34)	<b>(228,876.34)</b>							



**WEST MARIN AREA**

**West Marin Core Proposals 2021-2022**

Proposal Name	Proposal Category	Proposal Description	Total Cost	Scoping and Environmental Compliance Costs	Environmental Compliance Needed
Bolinás-Stinson Beach Resource Recovery Project	Equipment	<p>The Bolinas-Stinson Beach Resource Recovery Project ("RRP") was established in 1999 by the Bolinas Fire Protection District, the Stinson Beach Fire Protection District, the Stinson Beach County Water District and the Bolinas Community Public Utility District as a means by which to ecologically dispose of fire fuels/green waste originating in these communities. The RRP is located at 25 Olema-Bolinas Road in Bolinas and has fulfilled its original mission as it is the sole repository for green waste in these communities. The RRP processes 7,000 - 8,000 cubic yards of green waste material annually and redistributes it back into the communities as compost, especially to local farms, thereby reducing wildfire fuels as well as green-house emissions. Critical to RRP operations is a front loader; this piece of heavy equipment is used on a daily basis by RRP staff to process hundreds of yards of vegetation on-site at any one time and to load receiving trucks with compost. The RRP's existing front loader was purchased (used) in 2001 and is well beyond its useful life; it has large rust holes in the bucket, floor pans and body (presenting safety concerns) and it is no longer cost effective to maintain it (hydraulic system leaks, engine repairs).</p> <p>This collaborative project of the Stinson Beach and Bolinas Fire Protection Districts is proposed to replace the RRP's old and deteriorating front loader ASAP to ensure the uninterrupted operation of this critical fire fuel reduction site. The RRP would hold title to the new (used) front loader.</p>	\$125,000		No

West Marin Core Proposals 2021-2022					
Proposal Name	Proposal Category	Proposal Description	Total Cost	Scoping and Environmental Compliance Costs	Environmental Compliance Needed
Defensible Space and Home Hardening Evaluation and Inspection Program	DSpace Evaluations	The West Marin Fire Agencies (MRN, Bolinas, Inverness, Stinson) representing the local taxing authority MWPA members propose an MWPA West Zone core funding allocation to support the development and capital investment required to launch a multi-agency Defensible Space and Home Hardening Evaluation and Inspection Program. This program would be managed in conjunction with Central Marin Fire Agencies, and aims to utilize 24 Seasonal Defensible Space Inspectors to inspect 12,000 to 20,000 properties annually in more than 20 communities. Supported with a variety of tools, and utilizing fleet transportation, inspectors will provide state-of-the-art defensible space and home hardening evaluations, education, initial and follow up defensible space code compliance inspections, and data collection to enhance future MWPA programs and analysis. This core funding would be utilized to supplement the 20% allocation by member agencies to support first-year program cost, including seasonal labor and capital investment in tools and transportation.	\$59,106		Yes
West Marin DSpace and Home Hardening Grant Core 2021	DSpace Grants Home Hardening	A local grant program will be established to provide additional resources for homeowners with home-hardening efforts and reduce the likelihood of ignition. Property owners unable to implement home-hardening efforts on their own because of income, age, and/or disability will be eligible for grants to ensure that critical fire-aware upgrades and improvements are made. Specifically, homeowners will be eligible to apply for grant funding of [\$500] to match up to [\$1000] of the cost of fuel reduction and home-hardening.	\$75,000		No

West Marin Core Proposals 2021-2022					
Proposal Name	Proposal Category	Proposal Description	Total Cost	Scoping and Environmental Compliance Costs	Environmental Compliance Needed
West Marin Evacuation Route Core 2021	Evacuation Routes	<p>This project is aimed at creating and supporting improving evacuation routes throughout all the communities in West Marin. The project will involve contractors and County Fire crews cutting and chipping vegetation along identified road. All material will be chipped and spread on site or hauled to a recovery site. This is a partnership project with the communities who will also be supporting through funds and additional labor to expand upon and improve the proposed work areas. Many of the communities are registered firewise communities. The work will be completed on prioritized roads in Inverness, Tomales, Bolinas, Stinson, Nicasio, Point Reyes , Olema and the San Geronimo Valley.</p> <p>In order to improve evacuation routes, invasive, non-native, and fire-hazardous vegetation and accumulated dead biomass will be reduced along roads in [priority hillside neighborhoods throughout the area. Work will focus on roadside vegetation up to 15 feet above the road surface and up to [10 feet] from road edges.</p>	\$150,000	\$15,000	Yes
Total Funding			\$409,106		





**INVERNESS PUD**

Inverness Defensible Space Proposals 2021-2022					
Proposal Name	Proposal Category	Proposal Description	Total Cost	Scoping and Environmental Compliance Costs	Environmental Compliance Needed
Defensible Space Inspections- Inverness	DSpace Evaluations	Contract with Marin County Fire Department for defensible space inspections for Inverness.	\$20,335		No
Total Funding			\$20,335		



**COUNTY OF MARIN**

**Marin County Fire Department Local Proposals 2021-2022**

Proposal Name	Proposal Category	Proposal Description	Total Cost	Scoping and Environmental Compliance Costs	Environmental Compliance Needed
MCFD DSpace Grants Local Funds 2021	DSpace Grants Home Hardening	Marin Fire Department proposes a Defensible Space Grant Program that will provide direct assistance to property owners in need of vegetation management and home hardening improvements to improve defensible space, specifically to comply with requirements outlined in the CA Public Resources Code, CA Government Code, and CA Fire Code. Fire Department personnel and Defensible Space Inspectors will identify properties in need, provide an initial assessment and list of actions required to meet standards, and determine a mitigation solution based on potential hazard, defensible space guidelines, and environmental best management practices. All program work will occur within 150' of structures or 10' of roadways as required by CA Fire Code sections 4907.2 and 4908.	\$85,000		No
Inverness Ridge Association Evacuation Clearance	Evacuation Routes	<p>This project is aimed at creating and supporting increased evacuation routes within the Inverness Ridge Association community in Inverness California. There is a significant fuel loading issue throughout the community and adjacent public lands. This neighborhood lost numerous homes in the 1995 vision fire and has seen significant regrowth and mortality of highly flammable vegetation. Last years Woodward fire posed a significant threat to this community. It is critical we support them in creating evacuation route opportunities as well as improving emergency equipment ingress. The area is very steep with narrow roads.</p> <p>Work will focus on the 15 feet a vegetation immediately adjacent to road edges. The project will involve contractors and County Fire crews cutting and chipping dense stands of Bishop pine regeneration as well as coastal chaparral species. All material will be chipped and spread on site. This is a partnership project with the Association who will also be supporting through funds and additional labor to expand upon and improve the proposed work areas.</p>	\$106,481	\$10,648	Yes


**Marin County Fire Department Local Proposals 2021-2022**

Proposal Name	Proposal Category	Proposal Description	Total Cost	Scoping and Environmental Compliance Costs	Environmental Compliance Needed
MCFD Community Wide Evacuation Route Local Funds	Evacuation Routes	In order to improve evacuation routes, invasive, non-native, and fire-hazardous vegetation and accumulated dead biomass will be reduced along roads in [priority hillside neighborhoods throughout] the [jurisdiction]. Work will focus on roadside vegetation up to 15 feet above the road surface and up to [10 feet] from road edges. Clearing vegetation and lower-level tree limbs from these areas will improve emergency responder access, reduce the amount of heat that evacuating residents might be exposed to during a fire, improve visibility, and expand usable width of roadways on [narrow hillside streets]. No healthy, mature trees will be removed under this project. Trimmings and removed vegetation will be recycled through chipping or composting at regional facilities. Work will be performed at appropriate times of the year in order to reduce the potential for biological impacts (e.g., tree trimming work will mainly occur between September and mid-February, unless a recent nesting bird survey conducted by a qualified expert prior to the work confirms no active nests would be disturbed; grass mowing during summer months.)	\$70,346	\$7,035	Yes
Total Funding			\$261,827		



**INVERNESS PUD**

Inverness Local Proposals 2021-2022					
Proposal Name	Proposal Category	Proposal Description	Total Cost	Scoping and Environmental Compliance Costs	Environmental Compliance Needed
Perth to Highland Evacuation Route	Shaded/ Non-shaded Fuel Break	Clear brush and trees from unpaved fire road between Perth Way and Highland Way in the Inverness Public Utility watershed lands, using Inverness Public Utility District personnel and equipment.	\$20,335	\$2,034	Yes
Total Funding			\$20,335		

		2021	
West Zone		JPA Category	CORE
Project Name		Defensible Space and Home Hardening Evaluation and Inspection Program	
Lead Agency		Marin County Fire Department	
Supporting Agency		MWPA	

**1. Project Description Summary:** Please provide a paragraph summarizing proposed project.

The West Marin Fire Agencies (MRN, Bolinas, Inverness, Stinson) representing the local taxing authority MWPA members propose an MWPA West Zone core funding allocation to support the development and capital investment required to launch a multi-agency Defensible Space and Home Hardening Evaluation and Inspection Program. This program would be managed in conjunction with Central Marin Fire Agencies, and aims to utilize 24 Seasonal Defensible Space Inspectors to inspect 12,000 to 20,000 properties annually in more than 20 communities. Supported with a variety of tools, and utilizing fleet transportation, inspectors will provide state-of-the-art defensible space and home hardening evaluations, education, initial and follow up defensible space code compliance inspections, and data collection to enhance future MWPA programs and analysis. This core funding would be utilized to supplement the 20% allocation by member agencies to support first-year program cost, including seasonal labor and capital investment in tools and transportation.

**2. Project Location:**

*Latitude N:* ALL POINTS, MARIN

*Longitude W:* ALL POINTS, MARIN

**3. Scope of Work:** *This item is broken into project specific criteria depending on the type of project being proposed:* 1. Vegetation management & fuel hazard reduction. 2. Detection, notification, evacuation 3. Grant management 4. Public education 5. Defensible space programs - Home Hardening 6. Local projects.

*Please answer one section of questions that pertain to the primary activity type of your project.  
\*Additional form for physical projects located on the last page of form.*

**Section 1: Vegetation Management and Fire Hazard Reduction** (Answer questions A through F)

**A.** Describe the geographic scope of the project, including an estimate of the number of habitable structures and the names of the general communities that will benefit:

NA



**B. Describe the goals, objectives, and expected outcomes of the project:**

NA

**C. Provide clear rationale for how the proposed project will reduce the risks associated with wildfire to habitable structures in the WUI:**

NA

**D. Identify any additional assets at risk to wildfire that will benefit from the proposed project. These may include, but are not limited to, domestic and municipal water supplies, power lines, communication facilities and community centers:**

NA

**E. How will the project/activity utilize the left-over woody biomass? Will the project/activity use the biomass to reduce greater green-house emissions?**

NA

F. Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved:

NA

**Section 2: Detection, notification, evacuation projects:**

A. Describe the Wildfire Detection project and how it will impact emergency response:

NA

B. Describe Notification goals and outcomes:

NA

C. Describe Evacuation projects and outcomes. Example: Evacuation Route Study, Mutual Threat Zone Maps, Parking Boxes, Public Evacuation Maps, Choke Point Reduction, Evacuation Route Signage, Evacuation Drills:

NA

**Section 3: Grant management projects**

A. Describe grant emphasis and type of grant (local, state, federal, private):

NA

B. Describe how the grants will be managed:

NA

**Section 4: Public Education Projects**

A. Describe the specific message of the education program and how it relates to reducing the risk of wildfire to owners of structures in the WUI?

NA

B. Describe the target audience of the education programs and how the information will be distributed to this audience.

NA

C. Will the education program raise awareness of the homeowner responsibilities of living within a fire prone environment?

NA

D. Identify specific actions being advocated in the education material that is expected to increase the preparedness of residents and structures in the WUI for wildfire.

NA

E. Describe the expected outcome of the education in terms of increased or changed public awareness about wildfire.

NA

**Section 5: Describe the expected outcome of the Defensible Space-Home Hardening Programs.**

Provide improved communication to residents, improved compliance with defensible space requirements and home hardening recommendations, and provide improved data for trend analysis by MWPA and member agencies.

**Section 6: Describe the scope and expected outcomes of the Local Wildfire Prevention Mitigation project.** (If the project type falls under any of the Core Area descriptions, fill out those sections above)

A.

**4. Project Maintenance Plan: Describe the short and long-term plan for maintaining the project.**

Annual maintenance and support will range from \$40,000 to \$100,000 depending on the number of agencies participating.

**5. Relationship to CWPP plans or strategic plans including local plan, HOA Plan, HMMP, or a Fire Wise Community Assessment?**

A. Does the proposed project support the goals and objectives of the Marin County Wildfire Protection Plan or any other long term planning document? Yes  No

B. Describe other strategic plans or VMP's in relation to your project.

**6. Project Timeline:**

Approximate Start Date:

Approximate Completion Date:

**7. CEQA Compliance:** Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved in the Scope of Work. Is there an existing CEQA document that addresses this project or can be used to meet CEQA requirements?

**A. Indicate the CEQA document type** (For planning, education, ministerial approvals and other activities that are not “projects” under CEQA Guidelines section 15378 or 15369 and therefore exempt on that basis, state “not applicable”. For activities that are “projects” under CEQA, but fall under an exempt class of actions, explain which statutory or categorical exemptions apply to the project and provide facts in support of the determination that the project meets the applicable criteria, including consideration of the potential exceptions to categorical exemptions at CEQA Guidelines section 15300.2):

For MWPA review

**b. Provide environmental compliance status:**

NA

**8. Fire Hazard Severity Zones:**

Rating	Acres
Very High	NA
High	NA
Moderate	NA
Federal or Local Area (Non-SRA)	NA

**9. Communities at Risk:** Yes  No

Name of the community(s): All Marin Communities

Number of community(s) at risk:

**10. Describe how your proposal would create “Fire Adaptive Communities”:**

**11. Project Budget: Budget and any in-kind contributions:**


Equipment Purchases	\$ 59106
Contractor Services	\$
Fuels Crew	\$
Project management	\$
Partners/Matching Funds	\$
Total project Budget	\$ 59106

## Vegetation and Fire Hazard Reduction Program Form

Zone	Multiple Zones	2021  Physical Projects
Total acreage of project footprint:		
What is the approximate acreage of the projects surface disturbance?		
What type of equipment (chainsaws, chipper, masticators, etc.) will be used		
Is the proposed project located on an existing road (rocked, seasonal or paved) or off road? <i>What is the distance of off-road travel required, or of existing seasonal road travel?</i>		
Will temporary roads be developed?		
What is the distance (in feet) from live stream, wetlands, and other special site characteristics? Please describe.		
Have biological and/or archaeological aspects been addressed?		
Vegetation communities ex. Oak woodland, grassland etc.		
Name the months of the year in which you would like to perform the treatment.		
Identify any seasonal constraints, such as nesting season, fire season, weather?		
Name the time of day during which you would like to perform the treatment.		
Prescribed burning projects: Have you created smoke management plan/permits?		

Attached Project Map



		2021	
West Zone		JPA Category CORE	
Project Name		West Marin Dspace & home hardening homeowner grant core 2021	
Lead Agency		Marin County Fire Department	
Supporting Agency		Inverness VFD, Bolinas VFD, Stinson VFD	

**1. Project Description Summary:** Please provide a paragraph summarizing proposed project.

A local grant program will be established to provide additional resources for homeowners with home-hardening efforts and reduce the likelihood of ignition. Property owners unable to implement home-hardening efforts on their own because of income, age, and/or disability will be eligible for grants to ensure that critical fire-aware upgrades and improvements are made. Specifically, homeowners will be eligible to apply for grant funding of [\$500] to match up to [\$1000] of the cost of fuel reduction and home-hardening.

**2. Project Location:**

*Latitude N:* 38°01'18"N

*Longitude W:* 122°37'07"W

**3. Scope of Work:** *This item is broken into project specific criteria depending on the type of project being proposed:* 1. Vegetation management & fuel hazard reduction. 2. Detection, notification, evacuation 3. Grant management 4. Public education 5. Defensible space programs - Home Hardening 6. Local projects.

*Please answer one section of questions that pertain to the primary activity type of your project.  
\*Additional form for physical projects located on the last page of form.*

**Section 1: Vegetation Management and Fire Hazard Reduction** (Answer questions A through F)

**A.** Describe the geographic scope of the project, including an estimate of the number of habitable structures and the names of the general communities that will benefit:

**B. Describe the goals, objectives, and expected outcomes of the project:**

**C. Provide clear rationale for how the proposed project will reduce the risks associated with wildfire to habitable structures in the WUI:**

**D. Identify any additional assets at risk to wildfire that will benefit from the proposed project. These may include, but are not limited to, domestic and municipal water supplies, power lines, communication facilities and community centers:**

**E. How will the project/activity utilize the left-over woody biomass? Will the project/activity use the biomass to reduce greater green-house emissions?**

F. Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved:

No potential for significant impact to the environment is anticipated in compliance with CEQA §15300.2. If the project is implemented as indicated within the project description, then it likely meets the definition of a ministerial exemption also [CEQA Statute Sections 21080(b)(1) and State CEQA Guidelines Sections 15268 and 15369]. Projects are also likely exempt under CEQA §15304 - Minor Alterations to Land, as an exempt activity according to CEQA §15300.4 as J. "Fuel Management Activities" (Class 4, Section 15304).

**Section 2: Detection, notification, evacuation projects:**

A. Describe the Wildfire Detection project and how it will impact emergency response:

B. Describe Notification goals and outcomes:

C. Describe Evacuation projects and outcomes. Example: Evacuation Route Study, Mutual Threat Zone Maps, Parking Boxes, Public Evacuation Maps, Choke Point Reduction, Evacuation Route Signage, Evacuation Drills:

### **Section 3: Grant management projects**

#### **A. Describe grant emphasis and type of grant (local, state, federal, private):**

The grant will focus on assisting residents in need due to physical, fiscal or other limitations. This will be a local grant. Grant work will be primarily accomplished in the defensible space zone around homes and along roads. Monies may also be available for larger grants to support large land owners in fuel reduction projects that have greater community wildfire protection goals and objectives.

#### **B. Describe how the grants will be managed:**

The grant will be managed through either reimbursement to property owners, or with Marin County fire Department directly contracting with licensed and insured contractors to accomplish the work.

### **Section 4: Public Education Projects**

#### **A. Describe the specific message of the education program and how it relates to reducing the risk of wildfire to owners of structures in the WUI?**

#### **B. Describe the target audience of the education programs and how the information will be distributed to this audience.**

#### **C. Will the education program raise awareness of the homeowner responsibilities of living within a fire prone environment?**

#### **D. Identify specific actions being advocated in the education material that is expected to increase the preparedness of residents and structures in the WUI for wildfire.**

#### **E. Describe the expected outcome of the education in terms of increased or changed public awareness about wildfire.**

**Section 5: Describe the expected outcome of the Defensible Space-Home Hardening Programs.**

This program will increase compliance of residential properties with defensible space requirements of state and local laws and ordinances by reducing hazardous vegetation fuels within 150' of structures or 10' of roadways as required by CA Fire Code sections 4907.2 and 4908 (as amended and adopted by the Town of Corte Madera and City of Larkspur). The program will reduce the likelihood of structure ignitions during wildfires by creating defensible space in locations where deferred maintenance, invasive vegetation growth, or vegetation mortality has resulted in fire-hazardous conditions.

**Section 6: Describe the scope and expected outcomes of the Local Wildfire Prevention Mitigation project.** (If the project type falls under any of the Core Area descriptions, fill out those sections above)

Same as above in section 5. This is a Defensible Space-Home Hardening Grant and property assistance Program.

**4. Project Maintenance Plan: Describe the short and long-term plan for maintaining the project.**

Annual Defensible Space Inspections conducted by MWPA through the Greater Ross Valley and West Marin Fire Agencies consortium will confirm maintenance of work completed under this program, and continued compliance with defensible space codes.

**5. Relationship to CWPP plans or strategic plans including local plan, HOA Plan, HMMP, or a Fire Wise Community Assessment?**

A. Does the proposed project support the goals and objectives of the Marin County Wildfire Protection Plan or any other long term planning document? Yes  No

B. Describe other strategic plans or VMP's in relation to your project.

**6. Project Timeline:**

Approximate Start Date:

7/1/2021

Approximate Completion Date:

6/30/2022

**7. CEQA Compliance:** Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved in the Scope of Work. Is there an existing CEQA document that addresses this project or can be used to meet CEQA requirements?

**A. Indicate the CEQA document type** (For planning, education, ministerial approvals and other activities that are not “projects” under CEQA Guidelines section 15378 or 15369 and therefore exempt on that basis, state “not applicable”. For activities that are “projects” under CEQA, but fall under an exempt class of actions, explain which statutory or categorical exemptions apply to the project and provide facts in support of the determination that the project meets the applicable criteria, including consideration of the potential exceptions to categorical exemptions at CEQA Guidelines section 15300.2):

A. The work that would be performed on individual parcels by grant recipients are not anticipated to result in any significant impacts to the existing environment. The work will be limited to the individual parcels and would be similar to the kinds of landscaping and home renovation activities by homeowners that typically do not require discretionary permits or do have any significant environmental impacts. Therefore, the activities that would result from implementation of the grant project are expected to be exempt as they do not need discretionary approvals and are not "projects" under CEQA. Alternatively, the activities may be determined to be exempt under one or more categorical exemptions..

**b. Provide environmental compliance status:**

NA until review/NOE is completed

**8. Fire Hazard Severity Zones:**

Rating	Acres
Very High	UNK
High	UNK
Moderate	UNK
Federal or Local Area (Non-SRA)	All LRA

**9. Communities at Risk:** Yes  No

Name of the community(s): numerous

Number of community(s) at risk: lots

**10. Describe how your proposal would create “Fire Adaptive Communities”:**

Residential defensible space is a key concept of Fire Adapted Communities. This program does not in and of itself create a fire adapted communities, but will enhance an important component.

**11. Project Budget: Budget and any in-kind contributions:**


Equipment Purchases	\$
Contractor Services	\$ 75000
Fuels Crew	\$
Project management	\$ 25000
Partners/Matching Funds	\$
Total project Budget	\$ 100000

## Vegetation and Fire Hazard Reduction Program Form

<b>Zone</b>	Central	2021
		<b>Physical Projects</b>
Total acreage of project footprint:	not applicable	
What is the approximate acreage of the projects surface disturbance?	NA, unknown, to be determined	
What type of equipment (chainsaws, chipper, masticators, etc.) will be used	Chainsaws, hand tools, chippers	
Is the proposed project located on an existing road (rocked, seasonal or paved) or off road? <i>What is the distance of off-road travel required, or of existing seasonal road travel?</i>	Yes, paved none	
Will temporary roads be developed?	No	
What is the distance (in feet) from live stream, wetlands, and other special site characteristics? Please describe.	All work within 150' of homes and 10' of road edges	
Have biological and/or archaeological aspects been addressed?	NA	
Vegetation communities ex. Oak woodland, grassland etc.	Varies, primarily previously disturbed residential landscaping	
Name the months of the year in which you would like to perform the treatment.	July 2021 - June 2022	
Identify any seasonal constraints, such as nesting season, fire season, weather?	nesting season, fire season, weather all present potential constraints	
Name the time of day during which you would like to perform the treatment.	8am-5pm	
Prescribed burning projects: Have you created smoke management plan/permits?	No, will complete as needed (if needed)	



Attached Project Map

			2021
	West Zone	JPA Category	CORE
Project Name		West Marin Evac route core 2021	
Lead Agency		Marin County Fire Department	
Supporting Agency		Bollinas, Stinson, Nicasio and Inverness VFD's	

**1. Project Description Summary:** Please provide a paragraph summarizing proposed project.

This project is aimed at creating and supporting improving evacuation routes throughout all the communities in West Marin . The project will involve contractors and County Fire crews cutting and chipping vegetation along identified road. All material will be chipped and spread on site or hauled to a recovery site. This is a partnership project with the communities who will also be supporting through funds and additional labor to expand upon and improve the proposed work areas. Many of the communities are registered firewise communities. The work will be completed on prioritized roads in Inverness, Tomales, Bollinas, Stinson, Nicasio, Point Reyes , Olema and the San Geronimo Valley. In order to improve evacuation routes, invasive, non-native, and fire-hazardous vegetation and accumulated dead biomass will be reduced along roads in [priority hillside neighborhoods throughout the area. Work will focus on roadside vegetation up to 15 feet above the road surface and up to [10 feet] from road edges.

**2. Project Location:**

*Latitude N:* 38°01'17.9"N

*Longitude W:* 122°38'207"W

**3. Scope of Work:** *This item is broken into project specific criteria depending on the type of project being proposed:* 1. Vegetation management & fuel hazard reduction. 2. Detection, notification, evacuation 3. Grant management 4. Public education 5. Defensible space programs - Home Hardening 6. Local projects.

*Please answer one section of questions that pertain to the primary activity type of your project.  
\*Additional form for physical projects located on the last page of form.*

**Section 1: Vegetation Management and Fire Hazard Reduction** (Answer questions A through F)

**A.** Describe the geographic scope of the project, including an estimate of the number of habitable structures and the names of the general communities that will benefit:

**B. Describe the goals, objectives, and expected outcomes of the project:**

**C. Provide clear rationale for how the proposed project will reduce the risks associated with wildfire to habitable structures in the WUI:**

**D. Identify any additional assets at risk to wildfire that will benefit from the proposed project. These may include, but are not limited to, domestic and municipal water supplies, power lines, communication facilities and community centers:**

**E. How will the project/activity utilize the left-over woody biomass? Will the project/activity use the biomass to reduce greater green-house emissions?**

**F. Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved:**

It is likely that the proposed project will qualify for one or more exemptions from CEQA. MCFD will document the project's compliance with CEQA with the technical assistance of the MCFD contracted environmental consultant or county staff prior to starting any work. If the project is confirmed to be exempt from CEQA, the MCFD will file a Notice of Exemption (NOE) with the Marin County Clerk, as recommended under CEQA.

**Section 2: Detection, notification, evacuation projects:**

**A. Describe the Wildfire Detection project and how it will impact emergency response:**

This project is aimed at creating and supporting increased evacuation routes throughout all the West Marin Communities. The project will involve contractors and County Fire crews cutting and chipping vegetation along identified road. All material will be chipped and spread on site or hauled to a recovery site. This is a partnership project with the communities who will also be supporting through funds and additional labor to expand upon and improve the proposed work areas. Many of the communities are registered firewise communities.

**B. Describe Notification goals and outcomes:**

NA

**C. Describe Evacuation projects and outcomes. Example: Evacuation Route Study, Mutual Threat Zone Maps, Parking Boxes, Public Evacuation Maps, Choke Point Reduction, Evacuation Route Signage, Evacuation Drills:**

The goals of this project are to reduce fuel loading levels along the roadways throughout all West Marin Communities. Reducing the vegetation will improve opportunities for community egress in the event of a wildfire. It will also improve the ingress for responding emergency vehicles. Additional areas along roadways will be targeted for clearing of vegetation to improve pullouts for vehicles to allow passing. This is the first phase of a multi phase project to improve all the roads within the community. After completion of the initial phases the vegetation will be treated so that maintenance will be simplified through utilization of a boom mounted or excavated mounted brush mower. It is likely that the proposed project will qualify for one or more exemptions from CEQA. The [agency] will document the project's compliance with CEQA with the technical assistance of the [agency's] contracted environmental consultant prior to starting any work. If the project is confirmed to be exempt from CEQA, the [agency] will file a Notice of Exemption (NOE) with the Marin County Clerk, as recommended under CEQA.

**Section 3: Grant management projects**

A. Describe grant emphasis and type of grant (local, state, federal, private):

B. Describe how the grants will be managed:

**Section 4: Public Education Projects**

A. Describe the specific message of the education program and how it relates to reducing the risk of wildfire to owners of structures in the WUI?

B. Describe the target audience of the education programs and how the information will be distributed to this audience.

C. Will the education program raise awareness of the homeowner responsibilities of living within a fire prone environment?

D. Identify specific actions being advocated in the education material that is expected to increase the preparedness of residents and structures in the WUI for wildfire.

E. Describe the expected outcome of the education in terms of increased or changed public awareness about wildfire.

**Section 5: Describe the expected outcome of the Defensible Space-Home Hardening Programs.**

A.

**Section 6: Describe the scope and expected outcomes of the Local Wildfire Prevention Mitigation project.** (If the project type falls under any of the Core Area descriptions, fill out those sections above)

A.

**4. Project Maintenance Plan: Describe the short and long-term plan for maintaining the project.**

The proposed project area will have a return interval maintenance plan of three to five years depending on rates and species of vegetation growth. The initial project is aimed at creating a zone along the road corridor that is easily maintainable into the future with mechanized equipment. Utilization of mechanized equipment is much safer and more cost efficient than hand labor.

**5. Relationship to CWPP plans or strategic plans including local plan, HOA Plan, HMMP, or a Fire Wise Community Assessment?**

A. Does the proposed project support the goals and objectives of the Marin County Wildfire Protection Plan or any other long term planning document? Yes  No

B. Describe other strategic plans or VMP's in relation to your project.

**6. Project Timeline:**

Approximate Start Date:

7/1/2021

Approximate Completion Date:

6/30/2022

**7. CEQA Compliance:** Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved in the Scope of Work. Is there an existing CEQA document that addresses this project or can be used to meet CEQA requirements?

**A. Indicate the CEQA document type** (For planning, education, ministerial approvals and other activities that are not “projects” under CEQA Guidelines section 15378 or 15369 and therefore exempt on that basis, state “not applicable”. For activities that are “projects” under CEQA, but fall under an exempt class of actions, explain which statutory or categorical exemptions apply to the project and provide facts in support of the determination that the project meets the applicable criteria, including consideration of the potential exceptions to categorical exemptions at CEQA Guidelines section 15300.2):

It is likely that the proposed project will qualify for one or more exemptions from CEQA, including, potentially, the Class 4 exemption for minor alterations to land that do not involve the removal of healthy, mature, scenic trees. The [agency] will document the project's compliance with CEQA with the technical assistance of the [agency's] contracted environmental consultant prior to starting any work. If the project is confirmed to be exempt from CEQA, the [agency] will file a Notice of Exemption (NOE) with the Marin County Clerk, as recommended under CEQA.

**b. Provide environmental compliance status:**

Documentation of the project's compliance with CEQA will be completed and will be made publicly available prior to project implementation.

**8. Fire Hazard Severity Zones:**

Rating	Acres
Very High	UNK
High	UNK
Moderate	UNK
Federal or Local Area (Non-SRA)	All SRA

**9. Communities at Risk:** Yes  No

Name of the community(s): numerous

Number of community(s) at risk: numerous

**10. Describe how your proposal would create “Fire Adaptive Communities”:**

The threat from wildfire can never be fully mitigated therefore creating fire adaptive communities is not only about reducing fire threat from fire growth. Improving the safety of the residents is a key component of creating a fire adaptive community. People are going to continue to live in this community and creating quality evacuation routes is a critical component to their long term fire adaptive strategy. This project will also increase Fire Department access in the event of an approaching or initial attack wildfire which will increase the likelihood of protection of residences and the community as a whole. Recognizing fire is a critical role of the ecosystem is also important and many of the species rely on disturbance, traditionally from fire, to maintain their health and resiliency.

**11. Project Budget: Budget and any in-kind contributions:**

Equipment Purchases	\$
Contractor Services	\$ 135000
Fuels Crew	\$
Scoping and	\$ 15000
Compliance	\$
Partners/Matching Funds	\$ 150000
Total project Budget	




## Vegetation and Fire Hazard Reduction Program Form

<b>Zone</b>	Central	2021
		<b>Physical Projects</b>
Total acreage of project footprint:	NA, multiple locations throughout the county	
What is the approximate acreage of the projects surface disturbance?	NA, unknown, to be determined	
What type of equipment (chainsaws, chipper, masticators, etc.) will be used	Chainsaws, hand tools, chippers	
Is the proposed project located on an existing road (rocked, seasonal or paved) or off road? <i>What is the distance of off-road travel required, or of existing seasonal road travel?</i>	NA	
Will temporary roads be developed?	No	
What is the distance (in feet) from live stream, wetlands, and other special site characteristics? Please describe.	NA, unknown, to be determined	
Have biological and/or archaeological aspects been addressed?	Not yet	
Vegetation communities ex. Oak woodland, grassland etc.	Varies, primarily previously disturbed residential landscaping	
Name the months of the year in which you would like to perform the treatment.	July 2021 - June 2022	
Identify any seasonal constraints, such as nesting season, fire season, weather?	nesting season, fire season, weather all present potential constraints	
Name the time of day during which you would like to perform the treatment.	8am-5pm	
Prescribed burning projects: Have you created smoke management plan/permits?	No, will complete as needed (if needed)	



**INVERNESS PUD**

		2021		
West Zone		JPA Category	Defensible Sp	01
Project Name		Defensible Space Inspections		
Lead Agency		Inverness Fire Department		
Supporting Agency		Marin County Fire Department		

**1. Project Description Summary:** Please provide a paragraph summarizing proposed project.

Contract with Marin County Fire Department for defensible space inspections for Inverness.

**2. Project Location:**

*Latitude N:* 38.10

*Longitude W:* 122.86

**3. Scope of Work:** *This item is broken into project specific criteria depending on the type of project being proposed:* 1. Vegetation management & fuel hazard reduction. 2. Detection, notification, evacuation 3. Grant management 4. Public education 5. Defensible space programs - Home Hardening 6. Local projects.

*Please answer one section of questions that pertain to the primary activity type of your project.*

*\*Additional form for physical projects located on the last page of form.*

**Section 1: Vegetation Management and Fire Hazard Reduction** (Answer questions A through F)

**A.** Describe the geographic scope of the project, including an estimate of the number of habitable structures and the names of the general communities that will benefit:

**B. Describe the goals, objectives, and expected outcomes of the project:**

**C. Provide clear rationale for how the proposed project will reduce the risks associated with wildfire to habitable structures in the WUI:**

**D. Identify any additional assets at risk to wildfire that will benefit from the proposed project. These may include, but are not limited to, domestic and municipal water supplies, power lines, communication facilities and community centers:**

**E. How will the project/activity utilize the left-over woody biomass? Will the project/activity use the biomass to reduce greater green-house emissions?**

F. Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved:

**Section 2: Detection, notification, evacuation projects:**

A. Describe the Wildfire Detection project and how it will impact emergency response:

B. Describe Notification goals and outcomes:

C. Describe Evacuation projects and outcomes. Example: Evacuation Route Study, Mutual Threat Zone Maps, Parking Boxes, Public Evacuation Maps, Choke Point Reduction, Evacuation Route Signage, Evacuation Drills:

**Section 3: Grant management projects**

A. Describe grant emphasis and type of grant (local, state, federal, private):

B. Describe how the grants will be managed:

**Section 4: Public Education Projects**

A. Describe the specific message of the education program and how it relates to reducing the risk of wildfire to owners of structures in the WUI?

B. Describe the target audience of the education programs and how the information will be distributed to this audience.

C. Will the education program raise awareness of the homeowner responsibilities of living within a fire prone environment?

D. Identify specific actions being advocated in the education material that is expected to increase the preparedness of residents and structures in the WUI for wildfire.

E. Describe the expected outcome of the education in terms of increased or changed public awareness about wildfire.

**Section 5: Describe the expected outcome of the Defensible Space-Home Hardening Programs.**

A. The Inverness Volunteer Fire Department does not have the staffing to adequately inspect properties in the district. Contracting with Marin County Fire Department will improve overall home hardening.

**Section 6: Describe the scope and expected outcomes of the Local Wildfire Prevention Mitigation project.** (If the project type falls under any of the Core Area descriptions, fill out those sections above)

A.

**4. Project Maintenance Plan: Describe the short and long-term plan for maintaining the project.**

Contracting with Marin County Fire Department is the most consistent and cost effective method of conducting inspections and re-inspections to maintain the defensible space program in the Inverness Volunteer Fire Department district.

**5. Relationship to CWPP plans or strategic plans including local plan, HOA Plan, HMMP, or a Fire Wise Community Assessment?**

A. Does the proposed project support the goals and objectives of the Marin County Wildfire Protection Plan or any other long term planning document? Yes  No

B. Describe other strategic plans or VMP's in relation to your project.

**6. Project Timeline:**

Approximate Start Date:

2021 Fire Season ?

Approximate Completion Date:

As long as funds permit.

**7. CEQA Compliance:** Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved in the Scope of Work. Is there an existing CEQA document that addresses this project or can be used to meet CEQA requirements?

**A. Indicate the CEQA document type** (For planning, education, ministerial approvals and other activities that are not “projects” under CEQA Guidelines section 15378 or 15369 and therefore exempt on that basis, state “not applicable”. For activities that are “projects” under CEQA, but fall under an exempt class of actions, explain which statutory or categorical exemptions apply to the project and provide facts in support of the determination that the project meets the applicable criteria, including consideration of the potential exceptions to categorical exemptions at CEQA Guidelines section 15300.2):

Categorically Exempt

**b. Provide environmental compliance status:**

Exempt

**8. Fire Hazard Severity Zones:**

Rating	Acres
Very High	
High	1600
Moderate	
Federal or Local Area (Non-SRA)	

**9. Communities at Risk:** Yes  No

Name of the community(s): Inverness

Number of community(s) at risk:

**10. Describe how your proposal would create “Fire Adaptive Communities”:**



**11. Project Budget: Budget and any in-kind contributions:**

Cost Description

Contract costs	\$ 20335
	\$
	\$
	\$
	\$
	\$
<b>Total project Budget</b>	<b>\$ 20335</b>


## Vegetation and Fire Hazard Reduction Program Form

Zone	2021
West	Category <span style="background-color: #ADD8E6; padding: 2px;">Local</span> <span style="background-color: #ADD8E6; padding: 2px;">01</span> <b>Physical Projects</b>
Total acreage of project footprint:	
What is the approximate acreage of the projects surface disturbance?	
What type of equipment (chainsaws, chipper, masticators, etc.) will be used	
Is the proposed project located on an existing road (rocked, seasonal or paved) or off road? <i>What is the distance of off-road travel required, or of existing seasonal road travel?</i>	
Will temporary roads be developed?	
What is the distance (in feet) from live stream, wetlands, and other special site characteristics? Please describe.	
Have biological and/or archaeological aspects been addressed?	
Vegetation communities ex. Oak woodland, grassland etc.	
Name the months of the year in which you would like to perform the treatment.	
Identify any seasonal constraints, such as nesting season, fire season, weather?	
Name the time of day during which you would like to perform the treatment.	
Prescribed burning projects: Have you created smoke management plan/permits?	

Attached Project Map



**COUNTY OF MARIN**

		2021	
West Zone		JPA Category	
		Local	
Project Name		MCFD DSpace Grants Local Funds 2021	
Lead Agency		Marin County Fire Department	
Supporting Agency			

**1. Project Description Summary:** Please provide a paragraph summarizing proposed project.

Marin Fire Department proposes a Defensible Space Grant Program that will provide direct assistance to property owners in need of vegetation management and home hardening improvements to improve defensible space, specifically to comply with requirements outlined in the CA Public Resources Code, CA Government Code, and CA Fire Code. Fire Department personnel and Defensible Space Inspectors will identify properties in need, provide an initial assessment and list of actions required to meet standards, and determine a mitigation solution based on potential hazard, defensible space guidelines, and environmental best management practices. All program work will occur within 150' of structures or 10' of roadways as required by CA Fire Code sections 4907.2 and 4908. A local grant program will be established to provide additional resources for homeowners with home-hardening efforts and reduce the likelihood of ignition. Property owners unable to implement home-hardening efforts on their own because of income, age, and/or disability will be eligible for grants to ensure that critical fire-aware upgrades and improvements are made. Specifically, homeowners will be eligible to apply for grant funding of [\$500] to match up to [\$1000] of the cost of fuel reduction and home-hardening.

**2. Project Location:**

*Latitude N:* 38°01'18"N

*Longitude W:* 122°37'07"W

**3. Scope of Work:** This item is broken into project specific criteria depending on the type of project being proposed: 1. Vegetation management & fuel hazard reduction. 2. Detection, notification, evacuation 3. Grant management 4. Public education 5. Defensible space programs - Home Hardening 6. Local projects.

*Please answer one section of questions that pertain to the primary activity type of your project.  
\*Additional form for physical projects located on the last page of form.*

**Section 1: Vegetation Management and Fire Hazard Reduction** (Answer questions A through F)

**A.** Describe the geographic scope of the project, including an estimate of the number of habitable structures and the names of the general communities that will benefit:

**B. Describe the goals, objectives, and expected outcomes of the project:**

**C. Provide clear rationale for how the proposed project will reduce the risks associated with wildfire to habitable structures in the WUI:**

**D. Identify any additional assets at risk to wildfire that will benefit from the proposed project. These may include, but are not limited to, domestic and municipal water supplies, power lines, communication facilities and community centers:**

**E. How will the project/activity utilize the left-over woody biomass? Will the project/activity use the biomass to reduce greater green-house emissions?**

F. Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved:

No potential for significant impact to the environment is anticipated in compliance with CEQA §15300.2. If the project is implemented as indicated within the project description, then it likely meets the definition of a ministerial exemption also [CEQA Statute Sections 21080(b)(1) and State CEQA Guidelines Sections 15268 and 15369]. Projects are also likely exempt under CEQA §15304 - Minor Alterations to Land, as an exempt activity according to CEQA §15300.4 as J. "Fuel Management Activities" (Class 4, Section 15304).

**Section 2: Detection, notification, evacuation projects:**

A. Describe the Wildfire Detection project and how it will impact emergency response:

B. Describe Notification goals and outcomes:

C. Describe Evacuation projects and outcomes. Example: Evacuation Route Study, Mutual Threat Zone Maps, Parking Boxes, Public Evacuation Maps, Choke Point Reduction, Evacuation Route Signage, Evacuation Drills:

### **Section 3: Grant management projects**

#### **A. Describe grant emphasis and type of grant (local, state, federal, private):**

The grant will focus on assisting residents in need due to physical, fiscal or other limitations. This will be a local grant. Grant work will be primarily accomplished in the defensible space zone around homes and along roads. Monies may also be available for larger grants to support large land owners in fuel reduction projects that have greater community wildfire protection goals and objectives.

#### **B. Describe how the grants will be managed:**

The grant will be managed through either reimbursement two property owners or Marin County fire Department directly contract ING with licensed and insured contractors to accomplish the work.

### **Section 4: Public Education Projects**

#### **A. Describe the specific message of the education program and how it relates to reducing the risk of wildfire to owners of structures in the WUI?**

#### **B. Describe the target audience of the education programs and how the information will be distributed to this audience.**

#### **C. Will the education program raise awareness of the homeowner responsibilities of living within a fire prone environment?**

#### **D. Identify specific actions being advocated in the education material that is expected to increase the preparedness of residents and structures in the WUI for wildfire.**

#### **E. Describe the expected outcome of the education in terms of increased or changed public awareness about wildfire.**



**Section 5: Describe the expected outcome of the Defensible Space-Home Hardening Programs.**

This program will increase compliance of residential properties with defensible space requirements of state and local laws and ordinances by reducing hazardous vegetation fuels within 150' of structures or 10' of roadways as required by CA Fire Code sections 4907.2 and 4908 (as amended and adopted by the Town of Corte Madera and City of Larkspur). The program will reduce the likelihood of structure ignitions during wildfires by creating defensible space in locations where deferred maintenance, invasive vegetation growth, or vegetation mortality has resulted in fire-hazardous conditions. The program aims to

**Section 6: Describe the scope and expected outcomes of the Local Wildfire Prevention Mitigation project.** (If the project type falls under any of the Core Area descriptions, fill out those sections above)

Same as above in section 5. This is a Defensible Space-Home Hardening Grant and property assistance Program.

**4. Project Maintenance Plan: Describe the short and long-term plan for maintaining the project.**

Annual Defensible Space Inspections conducted by MWPA through the Greater Ross Valley and West Marin Fire Agencies consortium will confirm maintenance of work completed under this program, and continued compliance with defensible space codes.

**5. Relationship to CWPP plans or strategic plans including local plan, HOA Plan, HMMP, or a Fire Wise Community Assessment?**

A. Does the proposed project support the goals and objectives of the Marin County Wildfire Protection Plan or any other long term planning document? Yes  No

B. Describe other strategic plans or VMP's in relation to your project.

**6. Project Timeline:**

Approximate Start Date:

7/1/2021

Approximate Completion Date:

6/30/2022

**7. CEQA Compliance:** Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved in the Scope of Work. Is there an existing CEQA document that addresses this project or can be used to meet CEQA requirements?

**A. Indicate the CEQA document type** (For planning, education, ministerial approvals and other activities that are not “projects” under CEQA Guidelines section 15378 or 15369 and therefore exempt on that basis, state “not applicable”. For activities that are “projects” under CEQA, but fall under an exempt class of actions, explain which statutory or categorical exemptions apply to the project and provide facts in support of the determination that the project meets the applicable criteria, including consideration of the potential exceptions to categorical exemptions at CEQA Guidelines section 15300.2):

A. The work that would be performed on individual parcels by grant recipients are not anticipated to result in any significant impacts to the existing environment. The work will be limited to the individual parcels and would be similar to the kinds of landscaping and home renovation activities by homeowners that typically do not require discretionary permits or do have any significant environmental impacts. Therefore, the activities that would result from implementation of the grant project are expected to be exempt as they do not need discretionary approvals and are not “projects” under CEQA. Alternatively, the activities may be determined to be exempt under one or more categorical exemptions.

**b. Provide environmental compliance status:**

NA until review/NOE is completed

**8. Fire Hazard Severity Zones:**

Rating	Acres
Very High	UNK
High	UNK
Moderate	UNK
Federal or Local Area (Non-SRA)	All LRA

**9. Communities at Risk:** Yes  No

Name of the community(s): numerous

Number of community(s) at risk: lots

**10. Describe how your proposal would create “Fire Adaptive Communities”:**

Residential defensible space is a key concept of Fire Adapted Communities. This program does not in and of itself create a fire adapted communities, but will enhance an important component.


**11. Project Budget: Budget and any in-kind contributions:**

Equipment Purchases	\$
Contractor Services	\$ 60000
Fuels Crew	\$
Project management	\$ 25000
Partners/Matching Funds	\$
Total project Budget	\$ 85000

## Vegetation and Fire Hazard Reduction Program Form

<b>Zone</b>	Central	2021
		<b>Physical Projects</b>
Total acreage of project footprint:	not applicable	
What is the approximate acreage of the projects surface disturbance?	NA, unknown, to be determined	
What type of equipment (chainsaws, chipper, masticators, etc.) will be used	Chainsaws, hand tools, chippers	
Is the proposed project located on an existing road (rocked, seasonal or paved) or off road? <i>What is the distance of off-road travel required, or of existing seasonal road travel?</i>	Yes, paved none	
Will temporary roads be developed?	No	
What is the distance (in feet) from live stream, wetlands, and other special site characteristics? Please describe.	All work within 150' of homes and 10' of road edges	
Have biological and/or archaeological aspects been addressed?	NA	
Vegetation communities ex. Oak woodland, grassland etc.	Varies, primarily previously disturbed residential landscaping	
Name the months of the year in which you would like to perform the treatment.	July 2021 - June 2022	
Identify any seasonal constraints, such as nesting season, fire season, weather?	nesting season, fire season, weather all present potential constraints	
Name the time of day during which you would like to perform the treatment.	8am-5pm	
Prescribed burning projects: Have you created smoke management plan/permits?	No, will complete as needed (if needed)	

Attached Project Map

		2021	
West Zone		JPA Category	Local
Project Name		MCFD Community Wide Evacuation route local funds	
Lead Agency		Marin County Fire Department	
Supporting Agency			

**1. Project Description Summary:** Please provide a paragraph summarizing proposed project.

In order to improve evacuation routes, invasive, non-native, and fire-hazardous vegetation and accumulated dead biomass will be reduced along roads in [priority hillside neighborhoods throughout] the [jurisdiction]. Work will focus on roadside vegetation up to 15 feet above the road surface and up to [10 feet] from road edges. Clearing vegetation and lower-level tree limbs from these areas will improve emergency responder access, reduce the amount of heat that evacuating residents might be exposed to during a fire, improve visibility, and expand usable width of roadways on [narrow hillside streets]. No healthy, mature trees will be removed under this project. Trimmings and removed vegetation will be recycled through chipping or composting at regional facilities. Work will be performed at appropriate times of the year in order to reduce the potential for biological impacts (e.g., tree trimming work will mainly occur between September and mid-February, unless a recent nesting bird survey conducted by a qualified expert prior to the work confirms no active nests would be disturbed; grass mowing during summer months.)

**2. Project Location:**

*Latitude N:* 37°55'32.9"N

*Longitude W:* 122°31'36.7"W

**3. Scope of Work:** This item is broken into project specific criteria depending on the type of project being proposed: 1. Vegetation management & fuel hazard reduction. 2. Detection, notification, evacuation 3. Grant management 4. Public education 5. Defensible space programs - Home Hardening 6. Local projects.

*Please answer one section of questions that pertain to the primary activity type of your project.  
\*Additional form for physical projects located on the last page of form.*

**Section 1: Vegetation Management and Fire Hazard Reduction** (Answer questions A through F)

**A.** Describe the geographic scope of the project, including an estimate of the number of habitable structures and the names of the general communities that will benefit:

This project is aimed at creating and supporting increased evacuation routes throughout the jurisdictional responsibility of Marin County Fire. The project will involve contractors and County Fire crews cutting and chipping vegetation along identified road. All material will be chipped and spread on site or hauled to a recovery site. This is a partnership project with the commun

**B. Describe the goals, objectives, and expected outcomes of the project:**

**C. Provide clear rationale for how the proposed project will reduce the risks associated with wildfire to habitable structures in the WUI:**

**D. Identify any additional assets at risk to wildfire that will benefit from the proposed project. These may include, but are not limited to, domestic and municipal water supplies, power lines, communication facilities and community centers:**

**E. How will the project/activity utilize the left-over woody biomass? Will the project/activity use the biomass to reduce greater green-house emissions?**

F. Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved:

It is likely that the proposed project will qualify for one or more exemptions from CEQA. MCFD will document the project's compliance with CEQA with the technical assistance of the MCFD contracted environmental consultant or county staff prior to starting any work. If the project is confirmed to be exempt from CEQA, the MCFD will file a Notice of Exemption (NOE) with the Marin County Clerk, as recommended under CEQA.

**Section 2: Detection, notification, evacuation projects:**

**A. Describe the Wildfire Detection project and how it will impact emergency response:**

This project is aimed at creating and supporting increased evacuation routes throughout the jurisdictional responsibility of Marin County Fire. The project will involve contractors and County Fire crews cutting and chipping vegetation along identified road. All material will be chipped and spread on site or hauled to a recovery site. This is a partnership project with the communities who will also be supporting through funds and additional labor to expand upon and improve the proposed work areas. Many of the communities are registered firewise communities.

**B. Describe Notification goals and outcomes:**

NA

**C. Describe Evacuation projects and outcomes. Example: Evacuation Route Study, Mutual Threat Zone Maps, Parking Boxes, Public Evacuation Maps, Choke Point Reduction, Evacuation Route Signage, Evacuation Drills:**

The goals of this project are to reduce fuel loading levels along the roadways throughout the county. Reducing the vegetation will improve opportunities for community egress in the event of a wildfire. It will also improve the ingress for responding emergency vehicles. Additional areas along roadways will be targeted for clearing of vegetation to improve pullouts for vehicles to allow passing. This is the first phase of a multi phase project to improve all the roads within the community. After completion of the initial phases the vegetation will be treated so that maintenance will be simplified through utilization of a boom mounted or excavated mounted brush mower.



**Section 3: Grant management projects**

A. Describe grant emphasis and type of grant (local, state, federal, private):

B. Describe how the grants will be managed:

**Section 4: Public Education Projects**

A. Describe the specific message of the education program and how it relates to reducing the risk of wildfire to owners of structures in the WUI?

B. Describe the target audience of the education programs and how the information will be distributed to this audience.

C. Will the education program raise awareness of the homeowner responsibilities of living within a fire prone environment?

D. Identify specific actions being advocated in the education material that is expected to increase the preparedness of residents and structures in the WUI for wildfire.

E. Describe the expected outcome of the education in terms of increased or changed public awareness about wildfire.

**Section 5: Describe the expected outcome of the Defensible Space-Home Hardening Programs.**

A.

**Section 6: Describe the scope and expected outcomes of the Local Wildfire Prevention Mitigation project.** (If the project type falls under any of the Core Area descriptions, fill out those sections above)

A.

**4. Project Maintenance Plan: Describe the short and long-term plan for maintaining the project.**

The proposed project area will have a return interval maintenance plan of three to five years depending on rates and species of vegetation growth. The initial project is aimed at creating a zone along the road corridor that is easily maintainable into the future with mechanized equipment. Utilization of mechanized equipment is much safer and more cost efficient than hand labor.

**5. Relationship to CWPP plans or strategic plans including local plan, HOA Plan, HMMP, or a Fire Wise Community Assessment?**

A. Does the proposed project support the goals and objectives of the Marin County Wildfire Protection Plan or any other long term planning document? Yes  No

B. Describe other strategic plans or VMP's in relation to your project.

**6. Project Timeline:**

Approximate Start Date:

7/1/2021

Approximate Completion Date:

6/30/2022

**7. CEQA Compliance:** Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved in the Scope of Work. Is there an existing CEQA document that addresses this project or can be used to meet CEQA requirements?

**a. Indicate the CEQA document type** (For planning, education, ministerial approvals and other activities that are not “projects” under CEQA Guidelines section 15378 or 15369 and therefore exempt on that basis, state “not applicable”. For activities that are “projects” under CEQA, but fall under an exempt class of actions, explain which statutory or categorical exemptions apply to the project and provide facts in support of the determination that the project meets the applicable criteria, including consideration of the potential exceptions to categorical exemptions at CEQA Guidelines section 15300.2):

No potential for significant impact to the environment is anticipated in compliance with CEQA §15300.2. If the project is implemented as indicated within the project description, then it likely meets the definition of a ministerial exemption also [CEQA Statute Sections 21080(b)(1) and State CEQA Guidelines Sections 15268 and 15369]. Projects are also likely exempt under CEQA §15304 - Minor Alterations to Land, as an exempt activity according to CEQA §15300.4 as J. “Fuel Management Activities” (Class 4, Section 15304.

**b. Provide environmental compliance status:**

NA until review/NOE is completed

**8. Fire Hazard Severity Zones:**

Rating	Acres
Very High	10
High	UNK
Moderate	UNK
Federal or Local Area (Non-SRA)	All SRA

**9. Communities at Risk:** Yes  No

Name of the community(s): numerous

Number of community(s) at risk: numerous

**10. Describe how your proposal would create “Fire Adaptive Communities”:**

The threat from wildfire can never be fully mitigated therefore creating fire adaptive communities is not only about reducing fire threat from fire growth. Improving the safety of the residents is a key component of creating a fire adaptive community. People are going to continue to live in this community and creating quality evacuation routes is a critical component to their long term fire adaptive strategy. This project will also increase Fire Department access in the event of an approaching or initial attack wildfire which will increase the likelihood of protection of residences and the community as a whole. Recognizing fire is a critical role of the ecosystem is also important and many of the species rely on disturbance, traditionally from fire, to maintain their health and resiliency.


**11. Project Budget: Budget and any in-kind contributions:**

Equipment Purchases	\$
Contractor Services	\$ 60000
Fuels Crew	\$
Project management	\$ 10346
Partners/Matching Funds	\$
Total project Budget	\$ 70346

## Vegetation and Fire Hazard Reduction Program Form

<b>Zone</b>	Central	2021
		<b>Physical Projects</b>
Total acreage of project footprint:	NA, multiple locations throughout the county	
What is the approximate acreage of the projects surface disturbance?	NA, unknown, to be determined	
What type of equipment (chainsaws, chipper, masticators, etc.) will be used	Chainsaws, hand tools, chippers	
Is the proposed project located on an existing road (rocked, seasonal or paved) or off road? <i>What is the distance of off-road travel required, or of existing seasonal road travel?</i>	NA	
Will temporary roads be developed?	No	
What is the distance (in feet) from live stream, wetlands, and other special site characteristics? Please describe.	NA, unknown, to be determined	
Have biological and/or archaeological aspects been addressed?	Not yet	
Vegetation communities ex. Oak woodland, grassland etc.	Varies, primarily previously disturbed residential landscaping	
Name the months of the year in which you would like to perform the treatment.	July 2021 - June 2022	
Identify any seasonal constraints, such as nesting season, fire season, weather?	nesting season, fire season, weather all present potential constraints	
Name the time of day during which you would like to perform the treatment.	8am-5pm	
Prescribed burning projects: Have you created smoke management plan/permits?	No, will complete as needed (if needed)	

Attached Project Map

		2021	
West Zone		JPA Category	Local
Project Name		Inverness Ridge Association Evacuation Clearance	
Lead Agency		Marin County Fire Department	
Supporting Agency		National Park Service, Inverness Fire, State Parks	

**1. Project Description Summary:** Please provide a paragraph summarizing proposed project.

This project is aimed at creating and supporting increased evacuation routes within the Inverness Ridge Association community in Inverness California. There is a significant fuel loading issue throughout the community and adjacent public lands. This neighborhood losted numerous homes in the 1995 vision fire and has seen significant regrowth and mortality of highly flammable vegetation. Last years Woodward fire posed a significant threat to this community. It is critical we support them in creating evacuation route opportunities as well as improving emergency equipment ingress. The area is very steep with narrow roads. Work will focus on the 15 feet a vegetation immediately adjacent to road edges. The project will involve contractors and County Fire crews cutting and chipping dense stands of Bishop pine regeneration as well as coastal chaparral species. All material will be chipped and spread on site. This is a partnership project with the Association who will also be supporting through funds and additional labor to expand upon and improve the proposed work areas.

**2. Project Location:**

**Latitude N:** 38°04'23.9"N

**Longitude W:** 122°50'57.7"W

**3. Scope of Work:** This item is broken into project specific criteria depending on the type of project being proposed: 1. Vegetation management & fuel hazard reduction. 2. Detection, notification, evacuation 3. Grant management 4. Public education 5. Defensible space programs - Home Hardening 6. Local projects.

*Please answer one section of questions that pertain to the primary activity type of your project.  
\*Additional form for physical projects located on the last page of form.*

**Section 1: Vegetation Management and Fire Hazard Reduction** (Answer questions A through F)

**A.** Describe the geographic scope of the project, including an estimate of the number of habitable structures and the names of the general communities that will benefit:

The project is located within the Inverness Ridge Association in Inverness California. This is the first phase of a multi year project to improve and increase the effectiveness of evacuation routes throughout the community. There are over 125 residents that will directly be benefited from this project. The area is steep narrow winding roads with dance highly flammable vegetation. The project will involve removal of vegetation along roadways to a distance of 15 feet at a minimum on each side. The community is surrounded by National Park Service and State Park lands that have significant fuel loading levels created by the 1995 vision fire. Pine pitch canker has infected much of the regeneration of Bishop Pines and has created extreme fuel loading conditions. This project will also benefit adjacent communities of Inverness park and Inverness. In order to improve evacuation routes, invasive, non-native, and fire-hazardous vegetation and accumulated dead biomass will be reduced along roads in [priority hillside neighborhoods throughout] the [jurisdiction]. Work will focus on roadside vegetation up to 15 feet above the road surface and up to [10 feet] from road edges. Clearing vegetation and lower-level tree limbs from these areas will improve emergency responder access, reduce the amount of heat that evacuating residents might be exposed to during a f



**B. Describe the goals, objectives, and expected outcomes of the project:**

The goals of this project are to reduce fuel loading levels along the roadways within the Inverness Ridge Association community. Reducing the vegetation will improve opportunities for community egress in the event of a wildfire. It will also improve the ingress for responding emergency vehicles. Additional areas along roadways will be targeted for clearing of vegetation to improve pullouts for vehicles to allow passing. This is the first phase of a multi phase project to improve all the roads within the community. After completion of the initial phases the vegetation will be treated so that maintenance will be simplified through utilization of a boom mounted or excavated mounted brush mower.

**C. Provide clear rationale for how the proposed project will reduce the risks associated with wildfire to habitable structures in the WUI:**

By improving emergency equipment ingress to this community it will improve the capacity to defend structures during the event of an established wildfire or quicker response times just suppress an initial attack fire. The removal of the fuels along the road corridors will also diminish fire behavior along those strategic points allowing for better fire suppression opportunities. The quicker a fire can be extinguished the less threat it will be to homes in the community.

**D. Identify any additional assets at risk to wildfire that will benefit from the proposed project. These may include, but are not limited to, domestic and municipal water supplies, power lines, communication facilities and community centers:**

There are numerous water tanks throughout the community that will benefit from the project by removing vegetation around the access roads. There are numerous power lines within the community that are being actively and aggressively managed by PG&E.

**E. How will the project/activity utilize the left-over woody biomass? Will the project/activity use the biomass to reduce greater green-house emissions?**

All material will be chipped and spread on-site to a depth of no more than 6 inches. No material will be utilized for biomass.



**F. Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved:**

It is likely that the proposed project will qualify for one or more exemptions from CEQA. MCFD will document the project's compliance with CEQA with the technical assistance of the MCFD contracted environmental consultant or county staff prior to starting any work. If the project is confirmed to be exempt from CEQA, the MCFD will file a Notice of Exemption (NOE) with the Marin County Clerk, as recommended under CEQA

No potential for significant impact to the environment is anticipated in compliance with CEQA §15300.2. If the project is implemented as indicated within the project description, then it likely meets the definition of a ministerial exemption also [CEQA Statute Sections 21080(b)(1) and State CEQA Guidelines Sections 15268 and 15369]. Projects are also likely exempt under CEQA §15304 - Minor Alterations to Land, as an exempt activity according to CEQA §15300.4 as J. "Fuel Management Activities" (Class 4, Section 15304.

**Section 2: Detection, notification, evacuation projects:**

**A.** Describe the Wildfire Detection project and how it will impact emergency response:

**B.** Describe Notification goals and outcomes:

**C.** Describe Evacuation projects and outcomes. Example: Evacuation Route Study, Mutual Threat Zone Maps, Parking Boxes, Public Evacuation Maps, Choke Point Reduction, Evacuation Route Signage, Evacuation Drills:

**Section 3: Grant management projects**

A. Describe grant emphasis and type of grant (local, state, federal, private):

B. Describe how the grants will be managed:

**Section 4: Public Education Projects**

A. Describe the specific message of the education program and how it relates to reducing the risk of wildfire to owners of structures in the WUI?

B. Describe the target audience of the education programs and how the information will be distributed to this audience.

C. Will the education program raise awareness of the homeowner responsibilities of living within a fire prone environment?

D. Identify specific actions being advocated in the education material that is expected to increase the preparedness of residents and structures in the WUI for wildfire.

E. Describe the expected outcome of the education in terms of increased or changed public awareness about wildfire.

**Section 5: Describe the expected outcome of the Defensible Space-Home Hardening Programs.**

A.

**Section 6: Describe the scope and expected outcomes of the Local Wildfire Prevention Mitigation project.** (If the project type falls under any of the Core Area descriptions, fill out those sections above)

A.

**4. Project Maintenance Plan: Describe the short and long-term plan for maintaining the project.**

The proposed project area will have a return interval maintenance plan of three to five years depending on rates and species of vegetation growth. The initial project is aimed at creating a zone along the road corridor that is easily maintainable into the future with mechanized equipment. Utilization of mechanized equipment is much safer and more cost efficient than hand labor.

**5. Relationship to CWPP plans or strategic plans including local plan, HOA Plan, HMMP, or a Fire Wise Community Assessment?**

A. Does the proposed project support the goals and objectives of the Marin County Wildfire Protection Plan or any other long term planning document? Yes  No

B. Describe other strategic plans or VMP's in relation to your project.

**6. Project Timeline:**

Approximate Start Date:

7/1/2021

Approximate Completion Date:

6/30/2022

**7. CEQA Compliance:** Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved in the Scope of Work. Is there an existing CEQA document that addresses this project or can be used to meet CEQA requirements?

**A. Indicate the CEQA document type** (For planning, education, ministerial approvals and other activities that are not “projects” under CEQA Guidelines section 15378 or 15369 and therefore exempt on that basis, state “not applicable”. For activities that are “projects” under CEQA, but fall under an exempt class of actions, explain which statutory or categorical exemptions apply to the project and provide facts in support of the determination that the project meets the applicable criteria, including consideration of the potential exceptions to categorical exemptions at CEQA Guidelines section 15300.2):

A. It is likely that the proposed project will qualify for one or more exemptions from CEQA, including, potentially, the Class 4 exemption for minor alterations to land that do not involve the removal of healthy, mature, scenic trees. The [agency] will document the project's compliance with CEQA with the technical assistance of the [agency's] contracted environmental consultant prior to starting any work. If the project is confirmed to be exempt from CEQA, the [agency] will file a Notice of Exemption (NOE) with the Marin County Clerk, as recommended under CEQA.

**b. Provide environmental compliance status:**

Documentation of the project's compliance with CEQA will be completed and will be made publicly available prior to project implementation.

**8. Fire Hazard Severity Zones:**

Rating	Acres
Very High	UNK
High	UNK
Moderate	UNK
Federal or Local Area (Non-SRA)	All LRA

**9. Communities at Risk:** Yes  No

Name of the community(s): Inverness, Inverness Park

Number of community(s) at risk: 2

**10. Describe how your proposal would create “Fire Adaptive Communities”:**

The threat from wildfire can never be fully mitigated therefore creating fire adaptive communities is not only about reducing fire threat from fire growth. Improving the safety of the residents is a key component of creating a fire adaptive community. People are going to continue to live in this community and creating quality evacuation routes is a critical component to their long term fire adaptive strategy. This project will also increase fire Department access in the event of an approaching or initial attack wildfire which will increase the likelihood of protection of residences and the community as a whole. Recognizing fire is a critical role of the ecosystem is also important and many of the species rely on disturbance, traditionally from fire, to maintain their health and resiliency.

**11. Project Budget: Budget and any in-kind contributions:**

Equipment Purchases	\$
Contractor Services	\$ 60000
Fuels Crew	\$ 36481
Project management	\$ 10000
Partners/Matching Funds	\$
Total project Budget	\$ 106481

## Vegetation and Fire Hazard Reduction Program Form


<b>Zone</b>	West	2021
		<b>Physical Projects</b>
Total acreage of project footprint:	15 acres	
What is the approximate acreage of the projects surface disturbance?	None	
What type of equipment (chainsaws, chipper, masticators, etc.) will be used	Chainsaws, hand tools, chippers, brush mowers	
Is the proposed project located on an existing road (rocked, seasonal or paved) or off road? <i>What is the distance of off-road travel required, or of existing seasonal road travel?</i>	Yes on paved and gravel roads. No off-road travel is required	
Will temporary roads be developed?	No	
What is the distance (in feet) from live stream, wetlands, and other special site characteristics? Please describe.	No stream locations within or immediately adjacent to the project	
Have biological and/or archaeological aspects been addressed?	Yes- this area is with the regular work zone of the Associations road committee. no known arch sites.	
Vegetation communities ex. Oak woodland, grassland etc.	Coastal chaparral and bishop pine regeneration forest	
Name the months of the year in which you would like to perform the treatment.	July 2021 - June 2022	
Identify any seasonal constraints, such as nesting season, fire season, weather?	nesting season, fire season, weather all present potential constraints	
Name the time of day during which you would like to perform the treatment.	8am-5pm	
Prescribed burning projects: Have you created smoke management plan/permits?	No, will complete as needed (if needed)	

Attached Project Map



**INVERNESS PUD**



		2021	
West Zone		JPA Category	Local 01
Project Name		Perth to Highland evacuation route	
Lead Agency		Inverness Fire Department	
Supporting Agency		Inverness Public Utility District	

**1. Project Description Summary:** Please provide a paragraph summarizing proposed project.

Clear brush and trees from approximately 1.2 miles of an existing unpaved fire road between Perth Way and Highland Way in the Inverness Public Utility watershed lands using Inverness Public Utility District personnel and equipment.

**2. Project Location:**

*Latitude N:* 38.09

*Longitude W:* 122.86

**3. Scope of Work:** *This item is broken into project specific criteria depending on the type of project being proposed:* 1. Vegetation management & fuel hazard reduction. 2. Detection, notification, evacuation 3. Grant management 4. Public education 5. Defensible space programs - Home Hardening 6. Local projects.

*Please answer one section of questions that pertain to the primary activity type of your project.  
\*Additional form for physical projects located on the last page of form.*

**Section 1: Vegetation Management and Fire Hazard Reduction** (Answer questions A through F)

**A.** Describe the geographic scope of the project, including an estimate of the number of habitable structures and the names of the general communities that will benefit:

**B. Describe the goals, objectives, and expected outcomes of the project:**

**C. Provide clear rationale for how the proposed project will reduce the risks associated with wildfire to habitable structures in the WUI:**

**D. Identify any additional assets at risk to wildfire that will benefit from the proposed project. These may include, but are not limited to, domestic and municipal water supplies, power lines, communication facilities and community centers:**

**E. How will the project/activity utilize the left-over woody biomass? Will the project/activity use the biomass to reduce greater green-house emissions?**

F. Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved:

**Section 2: Detection, notification, evacuation projects:**

A. Describe the Wildfire Detection project and how it will impact emergency response:

B. Describe Notification goals and outcomes:

C. Describe Evacuation projects and outcomes. Example: Evacuation Route Study, Mutual Threat Zone Maps, Parking Boxes, Public Evacuation Maps, Choke Point Reduction, Evacuation Route Signage, Evacuation Drills:

This project will utilize 1.2 miles of an existing unpaved fire road in the Inverness Public Utility District watershed to provide an evacuation route between the top of Perth Way and the top of Highland Way. These two streets each currently only have single downhill ingress and egress routes available.

**Section 3: Grant management projects**

A. Describe grant emphasis and type of grant (local, state, federal, private):

B. Describe how the grants will be managed:

**Section 4: Public Education Projects**

A. Describe the specific message of the education program and how it relates to reducing the risk of wildfire to owners of structures in the WUI?

B. Describe the target audience of the education programs and how the information will be distributed to this audience.

C. Will the education program raise awareness of the homeowner responsibilities of living within a fire prone environment?

D. Identify specific actions being advocated in the education material that is expected to increase the preparedness of residents and structures in the WUI for wildfire.

E. Describe the expected outcome of the education in terms of increased or changed public awareness about wildfire.

**Section 5: Describe the expected outcome of the Defensible Space-Home Hardening Programs.**

A.

**Section 6: Describe the scope and expected outcomes of the Local Wildfire Prevention Mitigation project.** (If the project type falls under any of the Core Area descriptions, fill out those sections above)

A.

**4. Project Maintenance Plan: Describe the short and long-term plan for maintaining the project.**

The proposed evacuation route clearing was started in mid-February 2021 and is expected to be completed by fall of 2021. The route will be monitored and maintained by IPUD personnel throughout each successive year.

**5. Relationship to CWPP plans or strategic plans including local plan, HOA Plan, HMMP, or a Fire Wise Community Assessment?**

A. Does the proposed project support the goals and objectives of the Marin County Wildfire Protection Plan or any other long term planning document? Yes  No

B. Describe other strategic plans or VMP's in relation to your project.

**6. Project Timeline:**

Approximate Start Date:

Mid February 2021

Approximate Completion Date:

Fall 2021

**7. CEQA Compliance:** Describe how compliance with the California Environmental Quality Act (CEQA) will be achieved in the Scope of Work. Is there an existing CEQA document that addresses this project or can be used to meet CEQA requirements?

**A. Indicate the CEQA document type** (For planning, education, ministerial approvals and other activities that are not “projects” under CEQA Guidelines section 15378 or 15369 and therefore exempt on that basis, state “not applicable”. For activities that are “projects” under CEQA, but fall under an exempt class of actions, explain which statutory or categorical exemptions apply to the project and provide facts in support of the determination that the project meets the applicable criteria, including consideration of the potential exceptions to categorical exemptions at CEQA Guidelines section 15300.2):

Categorically Exempt

**b. Provide environmental compliance status:**

Exempt

**8. Fire Hazard Severity Zones:**

Rating	Acres
Very High	
High	
Moderate	
Federal or Local Area (Non-SRA)	

**9. Communities at Risk:** Yes  No

Name of the community(s): Inverness

Number of community(s) at risk:

**10. Describe how your proposal would create “Fire Adaptive Communities”:**

**11. Project Budget: Budget and any in-kind contributions:**

Cost Description

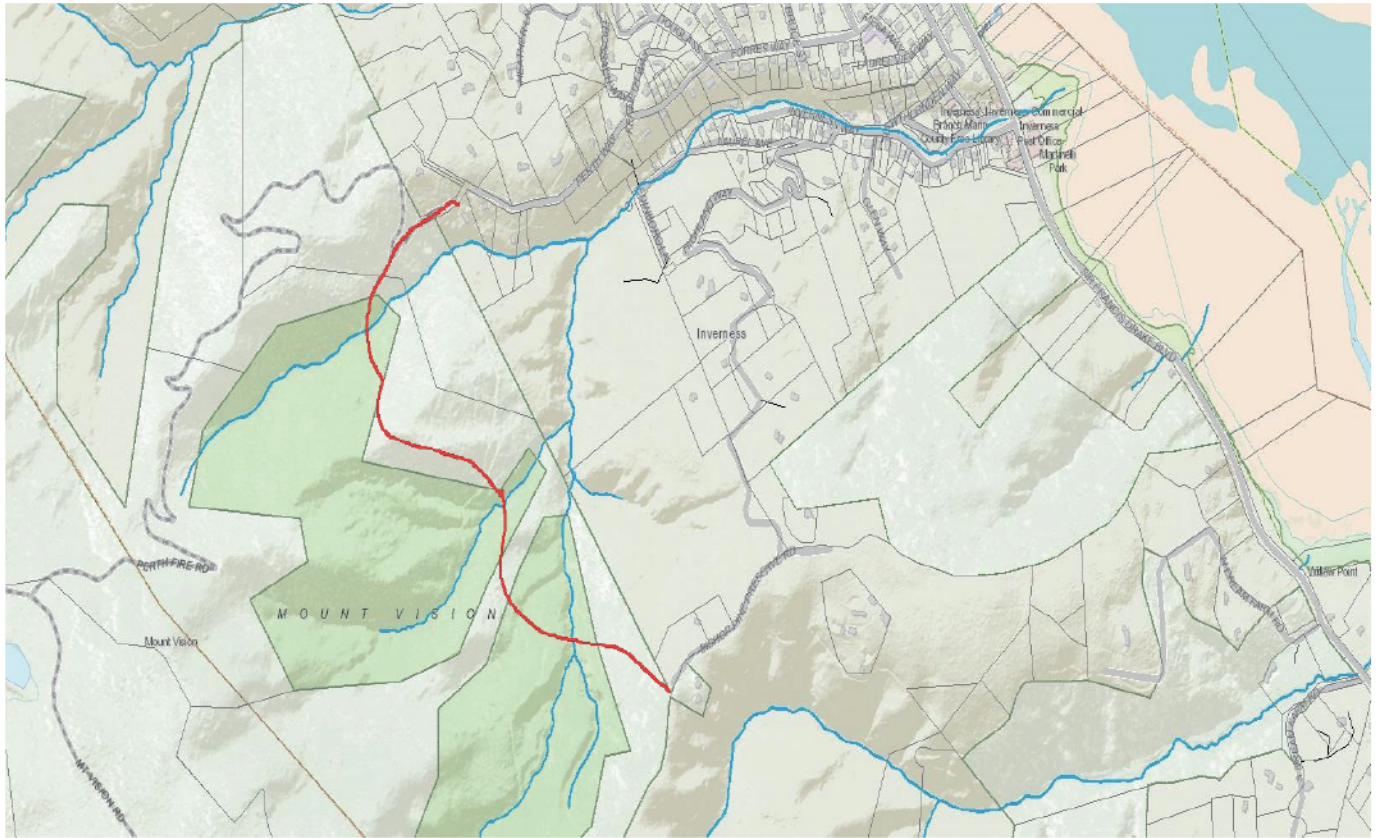
Contractors	\$ 21035
Scoping and Compliance	\$ 2300
	\$
	\$
	\$
<b>Total project Budget</b>	<b>\$ 23335</b>

## Vegetation and Fire Hazard Reduction Program Form

Zone	2021
West	Category <span style="background-color: #add8e6; padding: 2px;">Local</span> <span style="padding: 2px;">12</span> <b>Physical Projects</b>
Total acreage of project footprint:	
What is the approximate acreage of the projects surface disturbance?	
What type of equipment (chainsaws, chipper, masticators, etc.) will be used	
Is the proposed project located on an existing road (rocked, seasonal or paved) or off road? <i>What is the distance of off-road travel required, or of existing seasonal road travel?</i>	
Will temporary roads be developed?	
What is the distance (in feet) from live stream, wetlands, and other special site characteristics? Please describe.	
Have biological and/or archaeological aspects been addressed?	
Vegetation communities ex. Oak woodland, grassland etc.	
Name the months of the year in which you would like to perform the treatment.	
Identify any seasonal constraints, such as nesting season, fire season, weather?	
Name the time of day during which you would like to perform the treatment.	
Prescribed burning projects: Have you created smoke management plan/permits?	



Attached Project Map



**Notice of Exemption**

21-2021-129

**To:** Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, CA 95812-3044

**From (Public Agency):**  
Marin County Fire Department  
33 Castle Rock Avenue  
Woodacre, CA 94973

County Clerk County of: Marin  
Marin Civic Center  
3501 Civic Center Dr., Suite 234,  
San Rafael, CA 94903

FILED

JUL 21 2021

SHELLY SCOTT  
MARIN COUNTY CLERK  
BY: T. GUARDI, Deputy

**Project Title:** West Marin Zone Evacuation Route Core Project

**Project Applicant:** Marin County Fire Department

**Project Location – Specific:** Approximately 24.7 miles of prioritized roadways in Inverness, Tomales, Bolinas, Stinson, Nicasio, Point Reyes, Olema, and the San Geronimo Valley in west Marin County.

**Project Location – City:**  
Western Marin Communities

**Project Location – County:**  
Marin County

**Description of Nature, Purpose and Beneficiaries of Project:**

The purpose of the project is to improve routes for evacuation and ingress/egress throughout the communities in West Marin and comply with the Marin County Fire Code (Title 16 § 4908). Many of the communities and neighborhoods served by this project are registered Firewise<sup>1</sup> communities (FIRE Safe Marin, 2021). Creating fire adaptive communities is not only about reducing fire threat from fuel growth but also improving the safety of the residents. Creating safe evacuation routes is a critical component to long term fire adaptive strategy. The project would also increase access for local fire departments in the event of an approaching wildfire or initial attack on a wildfire, which would increase the likelihood that residences and the community as a whole can be protected.

**Name of Public Agency Approving Project:** Marin County Fire Department

**Name of Person or Agency Carrying Out Project:** Jordan Reeser

**Exempt Status (check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Common Sense Exemption (Sec. 15061(b)(3));

<sup>1</sup> Firewise communities are local neighborhoods or communities that have taken appropriate measures meeting a specific criteria put forth by the National Fire Protection Association to become more resistant to wildfire structural damage.

POSTED 7/21/21 TO 8/21/21

Categorical Exemption. State type and section number: Section 15304(i). Minor alterations to land for fuel management activities. Section 15301. Existing Facilities for vegetation removal on existing roadways.

Statutory Exemptions. State code number: \_\_\_\_\_

**Reasons why project is exempt:**


The project is categorically exempt under California Environmental Quality Act (CEQA) Guidelines Section 15304, Class 4 Minor Alterations to Land and Section 15301, Class 1 Existing Facilities. A Class 4 exempt project consists of minor public or private alterations in the condition of land, water, and/or vegetation that do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. A Class 1 exempt project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The project would involve vegetation trimming and removal along roads identified as key routes used for evacuation and ingress/egress in west Marin County. The scope of the project is consistent with a minor alteration to the condition of the vegetation along the routes and maintenance of the existing roadways. Additionally, no healthy, mature, scenic trees would be removed; no work would take place within sensitive habitat, including wetlands or waterways; and no ground disturbance, such as excavation, would take place. There are no facts or circumstances specific to this project that would support an exception to the categorical exemption. No exceptions listed under Section 15300.2 apply.

**Lead Agency Contact Person:**  
Jordan Reeser

**Area Code/Telephone/Extension:**  
(415) 473-6566

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  
Yes  No

Signature:  Date: 7-19-21 Title: Fire Chief

Signed by Lead Agency

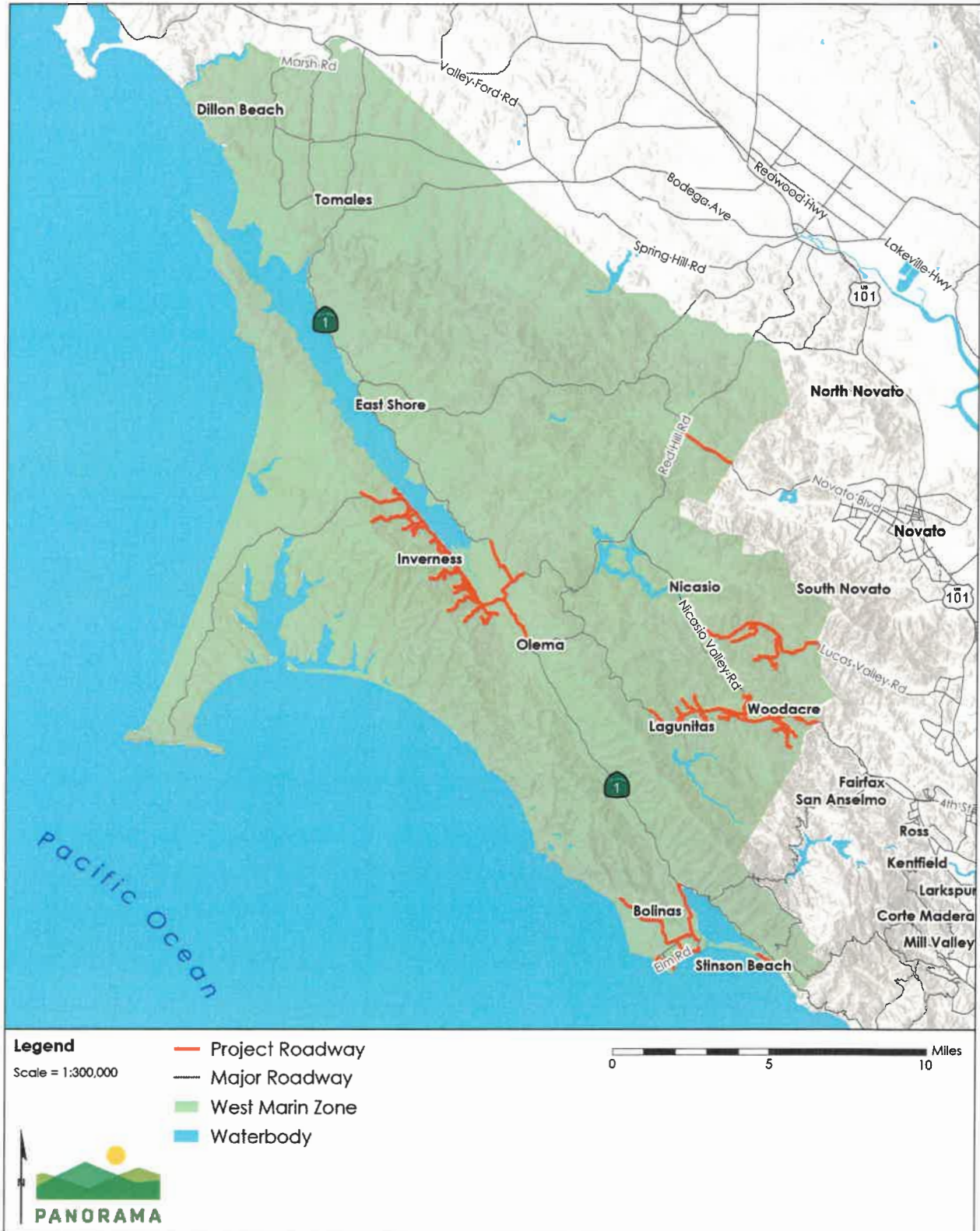
Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.  
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: \_\_\_\_\_



Figure 1 Project Roadways



**From:** [Jim Fox](#)  
**To:** [Shelley Redding](#)  
**Subject:** FW: Zonehaven: Please update your boards and councils  
**Date:** Monday, September 13, 2021 2:33:07 PM  
**Attachments:** [image001\[59\].png](#)

---

**From:** M Brown <[mbrown@marinwildfire.org](mailto:mbrown@marinwildfire.org)>  
**Sent:** Monday, September 13, 2021 10:32 AM  
**Subject:** FW: Zonehaven: Please update your boards and councils

Good Afternoon Marin Public Safety Community,

Back on June 28, we presented to you about public outreach plans for Zonehaven, the new evacuation platform. Since then, we've developed a variety of public outreach materials, which we plan to deploy in the next two weeks.

The Sheriff's Department is currently working with us to finalize the press release and when it is completed we will share it with you all. We are sending this email now so you can start your process of informing your boards and councils before the press release goes out.

We are asking for your help to get the word out about Zonehaven, beginning by using the material below to **help update your boards and councils.**

Elements that have been created for the Zonehaven launch include:

- [Public-facing video](#) is now live on MWPA YouTube. This will be posted to social media and can be used at board and council meetings to demonstrate use of the platform.
- [Talking Points](#) for PIOs/Team Leads (for use in presenting to boards/councils)
- [FAQs](#) or PIOs/Team Leads (for use in presenting to boards/councils or answering questions as needed)
- News Release: forthcoming in September
- Social media posts. Posts in conjunction with news release. The first post will be the video, other images are attached. We will reach out to you to share once the news release has gone out.
- [Internal training video](#). This is getting placed on training calendars and will give you a deeper insight into how to use the platform.

We appreciate your support in getting the word out. Please feel free to call me with any questions or concerns.

Thanks,  
Mark

**Mark Brown, Executive Officer**

cell (415) 246-0280  
[mbrown@marinwildfire.org](mailto:mbrown@marinwildfire.org)  
28 Liberty Ship Way, Suite 2800  
Sausalito, CA 94965  
[marinwildfire.org](http://marinwildfire.org)



PREPARE · EDUCATE · PARTNER · TRANSPARENT



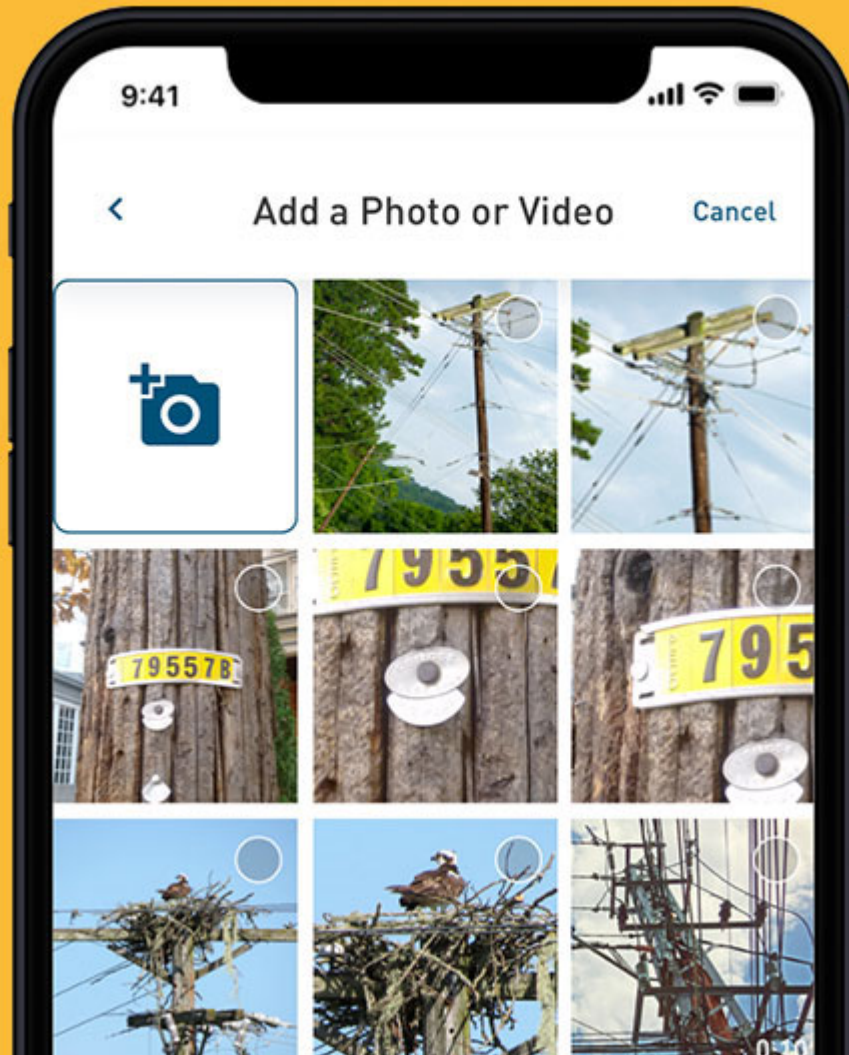
# Introducing the PG&E Report It Mobile App



## Helping keep our communities safe

Our teams work every day to help keep communities safe from wildfire. We use drones, helicopters, weather stations, cameras and more to enhance our efforts. And now, PG&E Report It is part of our safety toolkit. **This app can be used to send photos of safety concerns related to electrical equipment, like vegetation posing a potential risk to PG&E lines.** Our plans are in place and our goal is clear. Together, we can further reduce the risk of wildfires and keep our communities safe.

**This app is intended for non-emergency safety concerns only.** In the event of an emergency, please dial 911.



### You can use the app to:

- Learn about the types of issues to report.
- Submit photos of non-emergency safety concerns related to PG&E electrical equipment directly to our safety team.
- Find submissions made by others.
- Get notified when the issue is under review or closed.
- See PG&E's findings.

Learn more at: [pge.com/safetyapp](https://pge.com/safetyapp) »



## Download the App



### Do You Have a Plan to Stay Safe During Wildfires?

California continues to experience an increase in wildfire risk and a longer wildfire season. Below are a few ways you can prepare:

- **Update your contact information** and select your preferred language by visiting [pge.com/myalerts](https://pge.com/myalerts) or calling 1-866-743-6589.
- **Create an emergency kit** and review safety resources at [safetyactioncenter.com](https://safetyactioncenter.com).
- **Identify backup charging methods** by visiting [pge.com/backuppower](https://pge.com/backuppower).
- **Sign up for the Medical Baseline Program** to receive additional energy at the lowest price and extra outreach before a Public Safety Power Shutoff (PSPS). To find out if you are eligible, visit [pge.com/medicalbaseline](https://pge.com/medicalbaseline).



[pge.com](https://pge.com) |

[Privacy](#) |

[Disclosure](#) |

[View as a web page](#)



Inverness Public Utility District  
Board Meeting September 22, 2021

---

# Agenda Item No. 5

## Water System Report

- **August 2021 Water System Report**
- **Daily Usage Chart July/August**
- **A/R Report July/August**



# Inverness Public Utility District

Fire Department • Water System

Post Office Box 469  
Inverness, CA 94937

(415) 669-1414 • Fax (415) 669-1010 • info@invernesspubd.org

## AUGUST 2021 - WATER SYSTEM REPORT -

### | End of August Stream-Flows |

End of August Statistics	August 2021	Aug. 2020	DIVERSION	AUG GPM	2021 GPD	Aug 2020 GPM
<b>RAINFALL</b>	Recorded at F1	(@ F1)	D1	1½	2,160	4
Monthly total (in inches)	0.05"	0.22"	D2	7	10,800	12
For Year 7/1//2021 -> thru August	.07"	0.27"	D3	6	9,360	10
Avg. yearly since 1925 (inches)	37.32"	37.57"	D4	5	67,200	6
<b>*Comparative EoM Streamflow</b>	June 2021	July 2021	D5	7½	9,360	10
*upper diversions total gpd ->	79,200	57,600	D6	7	9,360	10
July2020-> May21 (gpm) 84;63½;54; 119%;72;112; 155,110,102½,68;53½	55 gpm	40 gpm	D7	5	7,920	9
<b>MONTHLY PRODUCTION:</b>	June 2021	July 2021	D8	1	1,440	2½
(June daily use up from May )	2,272,000 gal	2,177,400	<b>TOTALS--</b>	<b>40</b>	<b>57,600</b>	<b>63½ gpm</b>
Average gallons per day ->	75,700gal	70,239gal	<b>AUGUST</b>			
Average gallons per minute ->	52.6 gpm	48.8 gpm	<b>SYSTEM PATTERNS</b>			
<b>SOURCES USED</b>	(Aug 2021)	(Aug 2020)	<b>USE BY</b>	<b>ZONE</b>	<b>2021</b>	<b>2020</b>
1 <sup>st</sup> Valley High Intakes (D 1,2,3)	23 %	29 %	Colby -	865,800-	45 %	36.2 %
2 <sup>nd</sup> Valley High Intakes (D 4,5,6)	22 %	20 %	Tenney -	673,400-	35 %	39.1%
3 <sup>rd</sup> Valley Intakes (2) (D 7,8)	9 %	15 %	Conner +	101,500+	5 %	3.4 %
1st Valley lower intake	19 %	17 %	Stockstill -	146,600-	8 %	12.5 %
2 <sup>nd</sup> Valley lower (L2 )	20 %	14 %	Sea Haven	137,500+	7 %	8.8 %
Wells (W1, W3,W4)	7 %	5 %	TOTAL Prod	<b>2,924,800-</b>	100.0 %	100.0 %
TOTAL	100 %	100.0 %				

(\* gpd = gallons per day; gpm = gallons per minute; ppm=parts per million)

**Total above = Aug Prod=> 62.1kpd= 43.1gpm**

Note: Sea Haven and Conner use was higher, decrease in others, with overall 11% decrease systemwide

### Water Quality

All sources Ultra and Nano filtered; chlorine and turbidity correct continuously; no positive coliform bacteria samples from distribution sample grabs. Samples of distribution water tested twice monthly and influent raw water are being collected once a month for lab analysis of coliform content. Average CL<sub>2</sub> dose at F1→ 0.57 parts per million (ppm); F3→ > 0.55 ppm

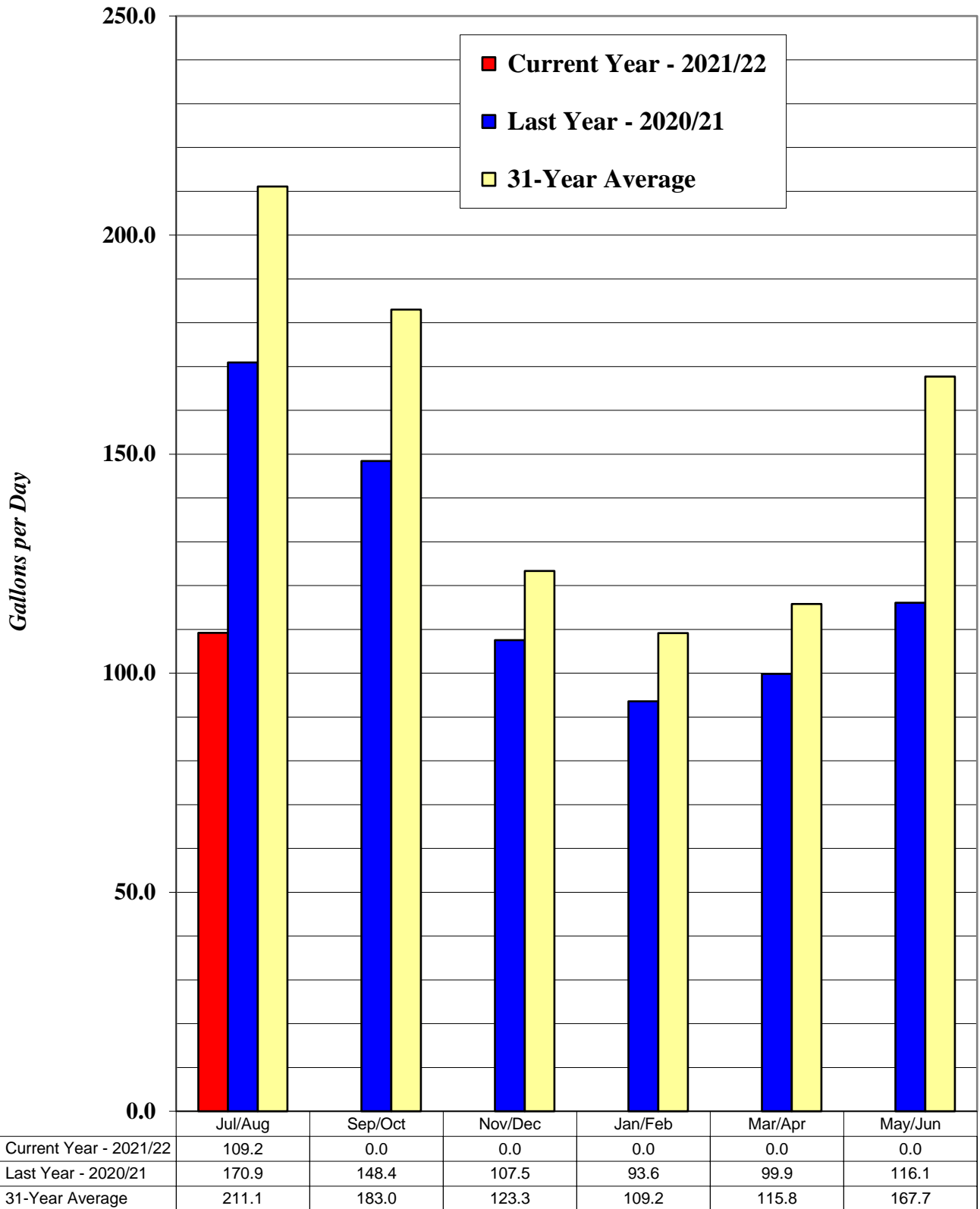
### Major Activities

- Monthly reports sent to CA RWQCB
- Filter Plants: F1: Performed CIP cleaning on UF A and B units. F3 problem valve on UF unit discovered and repaired
- Raw water samples grabbed for VOC and pesticides (routine) testing
- The August heavy fogs have added 0.05" precipitation at F1 station
- Conservation and Water restriction signs posted all over town
- All customer meters read: Major leak discovered on customer's water line, shut service and notified owner
- Shut automatic-irrigation control valves at several customers,...
- Tenney 60 kgal tank leak significantly stopped by diving company. Currently still dealing with removing small debris left from leak-stopping material
- Flume program: continue to replace non-compatible meters with new ones where needed.
- L1 and L2 available water lower. the 3 wells also operating. Well 5 in operation at F3 for testing purposes only
- New SCADA antenna installed for better communication from Conner vision tank

*Kenneth J. Fox*

*Inverness Public Utility District Water System*

## Average Daily Water Usage per Active Customer



## Water Customer Accounts Receivable Totals, July/August 2021

- The Accounts Receivable balance on July 1, 2021, consisted of:

Current balances (from bills sent out on June 25)	85,986.66
Past-due balances (4.5%)	<u>4,013.04</u>
<b>Total Accounts Receivable balance on July 1, 2021:</b>	<b><u>89,999.70</u></b>
- During July/Aug, we received the following **payments** from our customers:

Electronic payments:	60,316.57	(68.7%)
Payments by check:	27,488.50	(31.3%)
<b>Total payments received:</b>		<b>- 87,805.07</b>
- During July/Aug, we posted the following **charges** to our customers' accounts:

Write-offs:	--	
Adjustments:	--	
Basic charges (future):	75,080.50	(517 Basic charges billed 8/26 for <u>Sep/Oct*</u> )
X-C charges (future):	216.00	(18 Cross-Connection charges billed 8/26 for <u>Sep/Oct</u> )
Usage charges:	16,448.00	(Usage charges billed 8/26 for 6/22/21 to 8/20/21†)
Misc. charges:	200.00	
Refused payments:	--	
Refunds:	49.45	(1 closed account credit balance refund)
<b>Total charges posted:</b>		<b>+ 91,993.95</b>
- Thus, the Accounts Receivable balance on June 30 (the end of the period) was: **94,188.58**  
(of which 2.4%, or \$2,244.08, is past due)

---

\* Bimonthly Basic Charges (for Sep/Oct): 513 customers @ \$146.00; 3 Lifeline customers at \$36.50; 1 suspended customer @ \$0.00 (+ one Basic Charge @ \$73.00 back-billed for July/August)

† Total billed usage was \$16,463.00, less one credit for \$15.00 (for a prior-period meter read error).

---

### Reconciliation with BofA checking account:

There were no deposits in transit on 8/31/2021. Thus, the A/R balance on the District's books as of 8/31 should also be \$94,188.58.

---

**Scheduled ACH receipts: \$47,503.03 on September 16, 2021 (from 271 customers, which is 52.4% of the total of 517 customers).**

**A temporary security debit to IPUD's checking account in the amount of \$47,503.03 will be made on or about September 14, 2021 (subject to adjustments).**

---

**Report on Number of Discontinuations of Residential Service** (pursuant to paragraph (g) of IPUD Water System Regulation 303 and in compliance with Chapter 6, "Discontinuation of Residential Water Service," of Part 12, Division 104, of the Health and Safety Code (HSC) of the State of California)

Period covered: July/August 2021

Number of residential services discontinued for inability to pay during the covered period: 0

Number of residential services discontinued for inability to pay during a previous period and still on discontinued status at the close of the covered period: 1



Inverness Public Utility District  
Board Meeting September 22, 2021

---

**Agenda Item No. 6**  
**Fire Department Report**  
• **August 2021**

# FIRE DEPARTMENT REPORT

## August 2021

### INCIDENTS:

#	Date	
#21-091	08-02	<b>Public Assist @</b> 40 Cromary for tree blocking street.
#21-092	08-03	<b>Fire Alarm @</b> 231 Keith Way. No merit. Alarm due to cooking.
#21-093	08-05	<b>Fire Alarm @</b> Inverness School. False alarm due to construction.
#21-094	08-05	<b>Vehicle Accident @</b> Platform Bridge. Cancelled enroute.
#21-095	08-17	<b>Fire Alarm @</b> Inverness School. No merit. Construction work.
#21-096	08-20	<b>Bonfire Report @</b> Chicken Ranch. Found small, attended campfire & extinguished.
#21-097	08-27	<b>Possible Water Rescue @</b> Millerton Point. No merit.
#21-098	08-28	<b>EMS @</b> Estero Trail for cardiac arrest.
#21-099	08-28	<b>Possible Water Rescue @</b> Shell Beach. Marine assist only for swamped sailboat.
#21-100	08-29	<b>Vehicle Accident @</b> 27099 SFD. Solo motorcycle. No transport
#21-101	08-29	<b>Error</b>
#21-102	08-29	<b>Vehicle Accident @</b> 17171 SFD. Same time as motorcycle accident. M-94 transport.

### TRAININGS:

08-08 Drill: Rope rescue practical evolution on Ottinger's hill.

08-31 Drill: Nighttime rope rescue practical on Ottinger's Hill

New volunteer trainings every Tuesday afternoon.

### ACTIVITIES AND MAINTENANCE:

1. MERA operations committee meeting.
2. Disaster council meetings.
3. Monthly disaster radio drill.
4. Several requests for fire defensible space advise.

### PERSONNEL: (Two new volunteers and one leaving)

Mike Meszaros, Jim Fox, Ken Fox, Tom Fox, Burton Eubank, Brian Cassel, Jeff McBeth,  
Tim Olson, Dennis Holton, Brett Miller, Roy Pitts, David Briggs, John Roche, David Wright,  
Kai Heimpel, Tim Olson, Sabrina Meyerson, Nikki Spencer, Michael Duncan, Ian Duncan,  
Greg Eastman, Celine Bennett, Jay Borodic, Fiona Pettigrew, Liam Riley, David Thompson

**Jim Fox, Chief**



Inverness Public Utility District  
Board Meeting September 22, 2021

---

## Agenda Item No. 7

**Initiate Prop. 218 Process for Changing  
Water Rates and Charges Effective  
January 1, 2022**





## Board Agenda Item Staff Report

Subject: Initiate process to increase water rates and charges effective January 1, 2022  
Meeting Date: September 22, 2021  
Date Prepared: September 11, 2021  
Prepared by: Wade Holland, Customer Services Manager  
Attachments: Draft of Prop. 218 notice to customers; Calculations spreadsheet

---

**Recommended Action: Consider proposed increases in water rates and charges; make changes if desired; instruct staff to proceed with issuing Prop. 218 notice for public hearing on November 17, 2021**

---

After adopting the District's operating budget for the current fiscal year on July 28, 2021, the Board asked staff to develop a proposal for adjustments in the Water System's customer rates and charges in order to address the District's projected current-year operating budget *deficit* of \$96,699. The reason for this deficit is because the Water System is projected to have an operating deficit this year of \$257,307 and the District will not have sufficient revenue to fully cover a deficit of that magnitude.<sup>1</sup>

Staff is proposing to address the issue on a two-year basis, in large part because the earliest a rate increase could be put into effect would be January 1, 2022, which is already halfway through the current fiscal year. Staff does not believe it would be feasible to fund a meaningful portion of such a large deficit over the course of just three water customer billing periods (January/February, March/April, and May/June).

Staff's proposal has three principal components:

1. **BASIC CHARGE.** A 2.7% "cost of living" increase in the Basic Charge would become effective with the January/February 2022 billing period. The basic charge for full-paying customers would increase from \$146 bimonthly to \$150 bimonthly (and proportionately for Lifeline customers).
2. **ANNUAL COST-OF-LIVING ADJUSTMENTS.** Beginning in July 2023, all Water System customer rates and charges would be adjusted by the change in the Consumer Price Index for the preceding calendar year. However, any increase would be capped at 5% (notwithstanding that the CPI increase might have exceeded 5%).
3. **DROUGHT SURCHARGE.** A surcharge of \$30 per billing period (\$15 per month) would be placed in effect on January 1, 2022, for all full-paying customers, and would continue for 18 months until June 30, 2023, at which time the surcharge would sunset (the drought surcharge would be applied proportionately to Lifeline customers).

The net effect of implementing the Basic Charge and Drought Surcharge elements would be to increase the fixed charge for all full-paying customers from \$146 bimonthly (currently) to \$180 bimonthly for 18 months (January 2022 to June 2023). In July of 2023, the fixed charge would drop automatically to \$150 bimonthly (assuming no intervening adjustments in water rates), plus the annual adjustment in rates attributable to the CPI.

For a more detailed explanation of the proposed changes in rates and charges, please see the attached draft of the proposed Prop. 218 notice. A spreadsheet showing the calculations used to set the proposed Drought Surcharge at \$30 is also attached (a shorter version of this spreadsheet is included in the proposed Prop. 218 notice). The spreadsheet documents that the minimum bimonthly amount of the surcharge that would eliminate the projected deficit would be \$27.29. Staff proposes to round the surcharge up to \$30 to produce a narrow surplus on June 30, 2023, of \$12,542.

---

<sup>1</sup> The Water System's projected deficit is a *cash* deficit; it does *not* include funding of depreciation.

**TIMELINE.** To comply with Prop. 218, the ordinance setting the new rates must be adopted by the Board no later than December 1, 2021 (in order to go into effect 30 days later, in time for the beginning of the January/February 2022 billing period).

Adoption of such an ordinance requires the Board to conduct a public hearing on the proposal to raise the rates and charges and to determine whether the number of protests of the increase in the rates that have been received satisfies the threshold at which the proposal must be abandoned (the threshold is a majority of the affected property owners/customers).

The notice required under Prop. 218 must be mailed to all affected property owners/customers at least **45 days** in advance of the date of the hearing. Assuming the public hearing would be conducted at the Board's regular November meeting, which is scheduled for **November 17, 2021**, the last day to mail the Prop. 218 notice is **October 1**.

September 22, 2021	Board	Agree on a rates increase proposal and direct staff to proceed with preparation of Prop. 218 notice and a draft ordinance
October 1, 2021	Staff	Last day to mail Prop. 218 notice to customers
November 17, 2021	Board	Conduct public hearing; tally protests; enact rates ordinance (if permissible)
January 1, 2022		New rates schedule goes into effect

**Calculations for Determining Amount of Drought Surcharge (Jan 2022 - June 2023)**

<b>District's FY 2021/22 deficit, per budget adopted 7/28/2021</b>	<b>-96,699</b>	
FY 2021/22 deficit divided by 12 for monthly average deficit	-8,058	
Monthly deficit projected out from July 2021 through June 2023 (\$8,058 x 24)		-193,398
Interfund allocation from District to offset July-December 2021 deficit	48,350	
Revenue from 1/1/2022 increase in Basic Charge (\$4 bimonthly) (\$4 x 9 x 515*)	18,540	
<b>Adjusted projected deficit on 6/30/2023</b>		<b>-126,508</b>
Revenue from <b>\$30.00 Drought surcharge</b> (\$30.00 x 9 x 515*)	139,050	
<b>Surplus on 6/30/2023</b>		<b>12,542</b>
Surplus per customer per billing period (Jan 2022 - Jun 2023)	\$2.71	
Revenue from <b>\$27.29 Drought surcharge</b> (\$27.29 x 9 x 515*)	126,489	
Surplus on 6/30/2023		-19
Surplus per customer per billing period (Jan 2022 - Jun 2023)	\$0.00	

\* 517 total customers adjusted to 515 to account for Lifeline reductions. 9 is number of bimonthly billing periods during which drought surcharge is projected to be in effect.



## INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT ❖ WATER SYSTEM

POST OFFICE BOX 469  
50 INVERNESS WAY NORTH  
INVERNESS, CA 94937

(415) 669-1414 ❖ FAX (415) 669-1010 ❖ ADMIN@INVERNESSPUD.ORG ❖ INVERNESSPUD.ORG

### PUBLIC HEARING ON CHANGES IN WATER RATES AND CHARGES

- PURPOSE:** Receive public comment on and consider (act on) adopting changes in water rates and charges to be in effect for the period of 2022 to 2026
- WHEN:** Wednesday, November 17, 2021, 9:00 a.m.
- WHERE:** By Teleconferencing: Participation will be available by video (Zoom) and by telephone (see below)

The Board of Directors of the Inverness Public Utility District is proposing changes to the Water System's rates and charges in order to adjust the Water System's revenues during the period 2022 through 2026 by the rate of inflation and to increase the Water System's revenues during a maximum of nine bimonthly billing periods beginning in January 2022 by instituting a "drought surcharge."

*Video and Teleconference Meetings During COVID-19 Emergency: The health and safety of community members, public officials, and employees is a top priority for the IPUD. In compliance with local and state shelter-in-place orders, and as allowed by the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 (March 17, 2020), the IPUD will not offer a location for the public to attend this meeting in person. The meeting is limited to essential District business items and will be conducted by the IPUD Board and staff via video and telephone (see below). Members of the public are encouraged to participate remotely from a safe location as described below. On June 11, 2021, the Governor responded to local government entities in a letter confirming that the provisions of N-29-20 will remain in effect until further notice. The Governor has not set a new expiration date for N-29-20; however, the Governor committed to provide advance notice of rescission of the order to provide agencies the time necessary to meet statutory and logistical requirements.*

*Instructions for participating in this meeting by video (Zoom) or by telephone will be included on the Agenda for the November 17 meeting, which Agenda will be posted on the District's website, [invernesspud.org](http://invernesspud.org), on Friday, November 12, 2021 (as well as being posted in public places within the District).*

### REASONS FOR THE PROPOSED INCREASE IN REVENUE

Over the past 12 years, the Water System's rates have been increased only twice for the purpose of providing additional revenue for ordinary operating expenses. These increases occurred in July 2009 and July 2020 (a two-stage increase in water rates that went into effect in January 2018 and July 2019 generated revenue that was dedicated primarily to infrastructure needs, such as replacement of aging storage tanks and a water main in Seahaven). The Board of Directors has determined that a more effective approach to funding cost-of-living increases in operating expenses is to provide for smaller, periodic adjustments that are tied to the rate of inflation. The Board is proposing to institute a one-time 2.7% increase in the Basic Charge only, to become effective beginning with the January/February 2022 billing period. Thereafter, beginning on July 1, 2023 (18 months later), all Water System rates and charges, including both the Basic Charge and the Usage Rates, would be adjusted annually to reflect the change in the Consumer Price Index for the preceding calendar year (using the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area (1982-1984=100) as published by the U.S. Department of Labor, Bureau of Labor Statistics). Such annual CPI-U adjustments would occur thereafter on July 1, 2024, July 1, 2025, and July 1, 2026. No increase in water rates attributable to the change in the CPI-U will exceed 5% in any calendar year. The purpose

BOARD OF DIRECTORS: **KENNETH EMANUELS**, PRESIDENT • **DAKOTA WHITNEY**, VICE PRESIDENT  
**KATHRYN DONOHUE**, TREASURER • **BRENT JOHNSON** • **DAVID PRESS**

  
**SHELLEY REDDING**, ADMINISTRATOR • **JAMES K. FOX**, CHIEF OF OPERATIONS

of these adjustments would be to provide the revenue needed to fund normal increases in the Water System's day-to-day operating expenses.

The Board of Directors has also analyzed the fiscal impacts of the drought that has gripped our area for the past 2½ years. These impacts have included both reductions in income from customer revenues and increases in operating costs related to coping with the drought. Thus, the District's current (fiscal year 2021/22) budget projects a monthly operating deficit of \$8,058.25. Projected out to June 30, 2023, this would create a total deficit of \$193,398. An interfund allocation to the Water System from the District to cover the July-December 2021 portion of the deficit would defray \$48,350, and the increase in the Basic Charge of \$2.00 per month beginning in January 2022 (noted above) would raise an additional \$18,540. These items would trim the June 30, 2023, deficit to \$126,508. The Board is proposing to close the remaining gap by adopting a temporary drought surcharge of \$15 per month per customer for 18 months (January 2022 through June 2023). This would result in a narrow surplus of \$12,542 on June 30, 2023, at which time the surcharge is being set explicitly to go out of existence automatically.

Please be advised that, pursuant to Sec. 6 of Article XIII D of the Constitution of the State of California, notice is hereby given that the parcels upon which the proposed increases in water rates and charges are to be imposed are all parcels in Marin County served by a customer connection to the Inverness Public Utility District Water System. The amounts of the charges shall be determined on the basis of the Basic Charge and the volume of water used by each served parcel in each bimonthly billing period using the schedule of rates and charges shown on Page 4 of this notice.

### **HOW WILL THE AVERAGE BILL BE AFFECTED?**

The proposed changes would add \$17.00 per month (\$34.00 per bimonthly bill) to the cost of water service for each full-paying (non-Lifeline) customer account, beginning in January 2022 and continuing through June 2023. Thereafter, for each full-paying customer account the proposed changes will result in a reduction in the cost of water service of \$15.00 per month, adjusted by the amount of the change in the CPI-U for the preceding calendar year (not to exceed an increase of 5%).

The typical single-family residential customer uses 9 units of water (approximately 6,700 gallons) per billing period. Compared to the current rates, that typical residential customer's cost for water will increase by 21.1% during the 18-month period of January 2022 through June 2023. Beginning in July 2023, assuming no intervening changes in rates and charges, that typical residential customer's cost of water will drop by at least 11.2%, which means that the increase in July 2023 from today's (2021) rates will be a maximum of 7.6% (depending on the amount of the July 2023 inflation adjustment).

### **NOTEWORTHY DETAILS OF THE PROPOSED CHANGES**

- The 2.7% increase in the Basic Charge (from \$146 bimonthly to \$150 bimonthly) will apply to all full-paying customers effective on January 1, 2022 (and proportionately to Lifeline customers).
- The temporary drought surcharge of \$30 bimonthly will expire automatically after 18 months (at the end of June 2023). You can expect to see a decrease in your water bill at that time.
- The annual increase in water rates (beginning in July 2023) triggered by changes in the cost of living will be capped at 5% (even if the increase in the CPI is greater than 5%).
- Each customer will continue to receive up to 400 cubic feet (4 units) of water (approximately 50 gallons per day) at no charge during each two-month billing period; this base allotment of water is included in the Basic Charge.

- The bimonthly “Cross Connection Charge” (which is not being changed) applies only to customers who have a water storage tank or other source of water (such as a well) on their property.

## **PUBLIC HEARING**

A public hearing will be held by teleconferencing (on Zoom or by telephone) at 9:00 a.m. on Wednesday, November 17, 2021, to consider enactment of the proposed changes. You are cordially invited to participate and testify at the hearing or to mail your comments in advance to P.O. Box 469, Inverness, CA 94937. For more information, visit the District’s website ([invernesspud.org](http://invernesspud.org)) or phone the District office at (415) 669-1414.

If you wish to protest against the proposed changes in fees and charges, you must submit your protest in writing prior to the close of the public hearing portion of the November 17, 2021, meeting. A written protest must legibly identify and be signed by the owner of (or the Water System customer of record for) the affected property, and must include a description of the property (Assessor’s Parcel Number or Water System account number). Protests may be mailed, faxed, emailed (if appropriately signed), or delivered to the applicable address shown at the top of Page 1 of this notice. Protests must be received prior to the close of the public hearing portion of the November 17, 2021, meeting. Only one protest will be accepted per customer service connection. If written protests are submitted by a majority of the affected property owners or customers, the proposed changes will not be imposed (you must submit your protest in writing even if you testify at the public hearing).

If the number of protests received does not meet the threshold that requires withdrawal of the proposal to change the rates and charges, the Board of Directors may immediately adopt an ordinance enacting the proposed changes in rates and charges to go into effect no earlier than January 1, 2022.

**SCHEDULE OF CURRENT RATES AND PROPOSED NEW RATES**

<b>CURRENT RATES (bimonthly)</b> (as of 7/1/2020)	
<u>Basic Charge</u> (bimonthly)	
Regular	146.00
Lifeline: Very low income	73.00
Lifeline: Extremely low income	36.50
<u>Usage Rates</u> (per ccf)	
1-4 ccf	---
5-12 ccf	3.00
13-24 ccf	5.00
25-36 ccf	6.00
37-48 ccf	10.00
49-60 ccf	12.00
61 & up*	28.00
1 ccf = 748 gallons	
<u>Cross Connection Charge</u> (bimonthly)	
Each cross connection	12.00

<b>PROPOSED RATES (bimonthly)</b> (to be in effect January 2022 - June 2023)	
<u>Basic Charge + Surcharge</u> (bimonthly)	
Regular	180.00
Lifeline: Very low income	90.00
Lifeline: Extremely low income	45.00
<u>Usage Rates</u> (per ccf)	
1-4 ccf	---
5-12 ccf	3.00
13-24 ccf	5.00
25-36 ccf	6.00
37-48 ccf	10.00
49-60 ccf	12.00
61 & up*	28.00
1 ccf = 748 gallons	
<u>Cross Connection Charge</u> (bimonthly)	
Each cross connection	12.00

\* This tier is not applicable to non-residential customer accounts, for which the top tier is 49 & up.

**PROPOSED RATES (bimonthly) beginning in July 2023**

Beginning in July 2023, the changes being proposed at this time will result in the Basic Charge for full-paying customer accounts being reduced from \$180 to \$150 bimonthly (to \$75 for very low income Lifeline, and to \$37.50 for extremely low income Lifeline), plus a cost-of-living adjustment based on calendar year 2022 (not to exceed an increase of 5%). The Usage Charge rates will also be modified in July 2023 by the same cost-of-living (CPI) adjustment.

Note: The Cross Connection Charge applies to customers who have a water storage tank or other source of water (such as a well) on their property.

**Calculations for Determining Amount of Drought Surcharge**

Projected District deficit at 6/30/2023 (@ \$8,058.25/month from July 2021)	193,398
Interfund allocation to offset Jun - Dec 2021 portion of deficit	-48,350
Revenue from \$4 increase in Basic Charge beginning in January 2022	-18,540
Adjusted projected deficit at 6/30/2023	126,508
Revenue from \$30 bimonthly drought surcharge (Jan 2022 - Jun 2023)*	-139,050
<b>Projected surplus at 6/30/2023</b>	<b>12,542</b>
Amount of surplus per customer per billing period	\$2.71

\* Based on 515 customers X \$30 per customer X 9 bimonthly billing periods (Jan/Feb 2022 - May/June 2023).



Inverness Public Utility District  
Board Meeting September 22, 2021

---

## Agenda Item No. 8

**Proposal to Submit a Parcel Tax  
Measure to the Voters**



## **Plan, timeline and budget for Parcel Tax ballot measure Inverness Public Utility District**

**Proposal:** Ask Marin County to schedule a special election for IPUD, and ask the voters to approve a parcel for fire and water purposes. As part of the measure, add EMT services to the purposes of Measure C, 1980.

**Timeline:** One option is to schedule a special election for one of the dates reserved for this purpose by Marin County. March 8 is the earliest practical such date. This paper discusses what would be needed to have the election on that date. Dates are also available in April, May, and June.

To have the election on March 8, the IPUD Board of Directors would have to adopt a resolution to place the ordinance before the voters no later than 88 days before the election. That date is December 10. This could be done at the November regular board meeting, or a special board meeting.

September 7. IPUD staff requests legal counsel to draft the ordinance, based on the current draft text. Request a draft back no later than September 30. IPUD staff time required:

September 7. Ken Emmanuel asks the Inverness Association to form a committee to promote the parcel tax. IA takes responsibility for forming the committee. The committee raises funds and runs the campaign for the parcel tax. IPUD staff time required: None.

September 15. Publish an outline of the proposed ordinance on the IPUD website as a staff proposal. IPUD staff time required:

September 22. Take public comment on the outline at the IPUD Board meeting. IPUD staff time required:

Sept 24. Transmit needed changes to the ordinance to legal counsel. IPUD staff time required:

October 1. Receive draft ordinance from counsel, and publish draft ordinance on the IPUD website. IPUD staff time required:

October 27. Public hearing on draft ordinance at IPUD Board Meeting. Staff report on how the funds from the proposed ordinance could be spent, including administrative costs. IPUD staff time required:

October 29. Transmit needed changes to ordinance to counsel, request new draft by November 6. IPUD staff time required:

November 8. Publish revised draft ordinance on the IPUD website. IPUD staff time required:

November 24. Final hearing on draft ordinance. Adopt ordinance. IPUD staff time required:

January 7. Publish impartial analysis of ordinance on website. Prepare ballot argument and rebuttal in timeline provided by County elections office. IPUD staff time required:

February 8. Mail impartial analysis of measure to all voters in IPUD. IPUD staff time required:



Inverness Public Utility District  
Board Meeting September 22, 2021

---

## Agenda Item No. 9

### **Resolution 260-2021:**

Changing the Employer Contribution for  
CalPERS Health Care Benefits



*Inverness Public Utility District*

## **Board Agenda Item Staff Report**

Subject: Resolution 260-2021: CalPERS Health Employer Contribution  
Meeting Date: September 22, 2021  
Date Prepared: September 8, 2021  
Prepared by: Shelley Redding, Administrator  
Attachments: Draft of Resolution 260-2021; CalPERS notification letter

---

---

**Recommended Action:** Set the District's maximum Employer Contribution for Health Benefits for Employees, Retirees, and their Dependents at the monthly rate for the **PERS Gold Region 1** Basic/Medicare/Combination premium.

---

---

The District currently contracts with CalPERS for health benefits for employees, retirees, and their eligible dependents. CalPERS is changing some of its health benefits options effective January 1, 2022. The open enrollment period for CalPERS starts on September 20, 2021 and ends on October 15, 2021.

District policy has been that coverage would be paid 100% by the District for employees, retirees, and their eligible dependents up to a maximum amount set by the District's Board of Directors. Resolution 177-2009 set the maximum District contribution at the PERS Choice level of coverage. The CalPERS changes are reducing the PPO options from three levels down to two levels, and the PERS Choice option is going away. Thus, the District must submit a change resolution to identify the PPO plan that will replace PERS Choice for our District.

Setting the maximum premium amount for coverage of both employees and dependents at the CalPERS Gold rate will save the District \$1,594.69 per month (based on current enrollments). This will also benefit the District by reducing its future OPEB liabilities.

**Staff Recommendation:** Approve the resolution to change the maximum Employer Contribution for coverage of employees, retirees, and their eligible dependents at the amount of the PERS Gold Region 1 Basic/Medicare/Combination.

# Health Resolution Template Packet

## Contract vs. Resolution

The CalPERS Health Program is governed by the Public Employees Medical and Hospital Care Act (PEMHCA), and the California Code of Regulations (CCR), of the California Public Employees Retirement Law (PERL). PEMHCA contains all the rules and regulations that a contracting agency must adhere to. We define PEMHCA as the actual *health contract*, and the *resolution* as the method by which an agency elects to become subject to PEMHCA.

## Resolution Type (Enclosed)

Change Resolution	Purpose
Format: <input checked="" type="checkbox"/> All, Equal <input type="checkbox"/> All, Unequal <input type="checkbox"/> By Group, Equal <input type="checkbox"/> By Group, Unequal	An agency must file a <i>change resolution</i> to change the monthly employer health contribution. Contracting agencies may change their employer contribution anytime in the contracting year. A change resolution becomes effective on the first day of the second month in which the resolution is filed and received by CalPERS. It is the agency's responsibility to notify its active and retired employees of the change.

## Instructions

- The enclosed resolution should be completed by filling in the editable fields with the information requested in the field tab. Contracting agencies may not add, edit, or remove language in the enclosed resolution, other than the editable fields. CalPERS may reject resolutions that are submitted with additional changes.
- The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the governing body (i.e. Board of Directors, Board of Trustees, etc.), and the location and the date of signing.
- **This resolution serves as a legally binding document, and we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.** Please complete and include the enclosed cover sheet when mailing the resolution.

## Questions or Additional Information

The Health Resolutions & Compliance Unit is responsible for authoring and maintaining this document. The unit can be contacted directly at [HealthContracts@calpers.ca.gov](mailto:HealthContracts@calpers.ca.gov).



**Please staple on top of your health resolution(s) or cover letter.  
This will ensure that the CalPERS mailroom expedites delivery to our office.  
Mail packet to either:**

**Overnight Mail Service**

California Public Employees' Retirement System  
Health Resolutions & Compliance Services, HAMD  
400 Q Street  
Sacramento, CA 95811

**Regular Mail**

California Public Employees' Retirement System  
Health Resolutions & Compliance Services, HAMD  
PO BOX 942714  
Sacramento, CA 94229-2714

---

# HEALTH RESOLUTION

---

<b>CalPERS ID #</b>	<b>1929220653</b>
<b>Agency Name</b>	<b>Inverness Public Utility District</b>
<b>Desired Effective Date</b>	<b>January 1, 2022</b>

**RESOLUTION NO. 260-2021**  
**FIXING THE EMPLOYER CONTRIBUTION**  
**UNDER THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT**  
**AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS**

WHEREAS, (1) Inverness Public Utility District is a contracting agency under Government Code Section 22920 and subject to the Public Employees’ Medical and Hospital Care Act (the “Act”); and

WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it

RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of PERS Gold Region 1 Basic/Medicare/Combination per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (b) Inverness Public Utility District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (c) That the participation of the employees and annuitants of Inverness Public Utility District shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Inverness Public Utility District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, District Administrator to file with the Board a verified copy of this resolution, and to perform on behalf of Inverness Public Utility District all functions required of it under the Act; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2022.

Adopted at a regular meeting of the Board of Directors at Inverness, this 22<sup>nd</sup> day of September, 2021.

Signed: \_\_\_\_\_  
Board President, Kenneth J. Emanuels

Attest: \_\_\_\_\_  
Board Secretary, Shelley L Redding





California Public Employees' Retirement System  
Health Account Management Division  
400 Q Street, Sacramento, CA 95811  
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | [www.calpers.ca.gov](http://www.calpers.ca.gov)

---

CalPERS 1929220653

SHELLEY REDDING  
INVERNESS PUBLIC UTILITY DISTRICT  
P.O. BOX 469  
INVERNESS, CA 94937

June 15, 2021

**Subject: PPO Plans & Changes to your Employer Health Contribution**

Dear Ms. Redding,

The CalPERS Board of Administration approved changes to the CalPERS Preferred Provider Organization (PPO) health plans effective January 1, 2022. CalPERS' three PPO plans, PERSCare, PERS Choice, and PERS Select will transition to two plans, **PERS Platinum** and **PERS Gold**. The new health plans were adopted following extensive analysis to stabilize the Basic plan portfolio, including engagement with members, employers and stakeholders. The two PPO plans will offer more distinction in benefit design, networks, and premium pricing. More information on the change can be found on our website at [www.calpers.ca.gov](http://www.calpers.ca.gov), under [Health Plan Changes for 2022](#).

**Enrollment Impacts**

Members currently enrolled in PERSCare and PERS Choice will be administratively transferred to **PERS Platinum** and members currently enrolled in PERS Select will be administratively transferred to the **PERS Gold** plan if they do not make a health plan change during Open Enrollment. The new PPO health plans retain the same provider networks. Subscribers will have the option to make a health plan change during Open Enrollment, which will be held September 20 – October 15.

**Employer Contribution Impacts**

We have identified that your agency designates at least one PPO health plan in the calculation of your employer health contribution. Contribution methods that currently use the PERSCare or PERS Choice plan will now use the **PERS Platinum** plan. Contribution methods that currently use the PERS Select plan will now use the **PERS Gold** plan. This administrative transfer will be effective January 1, 2022.

**If your agency wishes to designate a different health plan or contribution method, please contact us as soon as possible so we can provide the correct resolution(s) you will need to complete and file with CalPERS.**

Government Code Section 22892(a) stipulates that the resolution shall be effective on the first day of the second month following the month in which the resolution is received. Therefore, your board signed resolution(s) must be received by our office no later than November 30, 2021 to be effective January 1, 2022.

We are here to assist you. Contact us at **888 CalPERS** (or **888-225-7377**) or email our unit directly at [HealthContracts@calpers.ca.gov](mailto:HealthContracts@calpers.ca.gov).

Sincerely,

Katrina Rossow, Manager  
Health Resolutions and Compliance Services  
Health Account Management Division



Inverness Public Utility District  
Board Meeting September 22, 2021

---

## Agenda Item No. 10

### **Resolution 261-2021:**

Amending the Vesting Requirements for Retiree  
Health Care Benefits (Replacing Resolution 177-2009)



*Inverness Public Utility District*

## **Board Agenda Item Staff Report**

Subject: Resolution 261-2021: Health Vesting (Replacing Res.177-2009)  
Meeting Date: September 22, 2021  
Date Prepared: September 17, 2021  
Prepared by: Shelley Redding, Administrator  
Attachments: Draft of Resolution 261-2021; CalPERS Public Agency Vesting Reference

---

---

**Recommended Action:** Set the District's Health Vesting in accordance with GC 22893

---

---

Resolution 177-2009, approved in June, 2009 set the District vesting for retiree health benefits at five (5) years for the retiree and dependents.

While researching the options for the change in CalPERS health benefits, staff was reviewing GC 22893, that sets the vesting requirements and the percentage of the District's contribution payable for post-retirement health benefits for an employee. The health benefits provided by CalPERS is based on the employee's completed years of credited service at retirement, as shown in the attached table in Government Code Section 22893. Resolution 177-2009 follows the basic components of the GC section, but staff felt the language should be updated to clearly define the vesting requirements.

**Staff Recommendation:** Approve the resolution to replace Resolution 177-2009 with Resolution 261-2021, to set the health vesting for eligible retirees and their eligible dependents to 10 years, with five of those years to be with the District prior to retirement.

*Inverness Public Utility District*

**RESOLUTION 261-2021**

**A RESOLUTION REPLACING RESOLUTION 177-2009 AND  
AMENDING THE HEALTH BENEFIT VESTING REQUIREMENTS FOR  
RETIREES UNDER THE PUBLIC EMPLOYEES' MEDICAL AND  
HOSPITAL CARE ACT**

**WHEREAS**, Resolution 177-2009 was adopted by the Board of Directors of the Inverness Public Utility District on June 24, 2009; and

**WHEREAS**, Government Code Section 22893 provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post-retirement vesting requirement for employees who retire from service; and

**WHEREAS**, Inverness Public Utility District is a local agency contracting under the Act; and

**WHEREAS**, the Board of Directors desires to amend the vesting requirements for health benefits for retirees as provided by Resolution 177-2009, including (a) to amend the effective date of the vesting requirements; (b) to provide that the employer contributions may be adjusted each year; and (c) to provide that the definition of coverage for retirees and dependents shall be in accordance with the provisions of Government Code Section 22893; and

**WHEREAS**, Inverness Public Utility District certifies that unrepresented employees are not represented by a bargaining unit and that there is no applicable memorandum of understanding; and

**WHEREAS**, the credited service of an employee for purposes of determining the percentage of employer contributions shall mean service as defined in Government Code Section 20069, except that at least five years of service shall be performed entirely with the Inverness Public Utility District; and

**WHEREAS**, the contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); and

**NOW, THEREFORE, BE IT RESOLVED** that coverage under the Act be effective on January 1, 2022.

**BE IT FURTHER RESOLVED** that for each eligible retired employee first hired on or after August 1, 2009, the percentage of employer contribution payable for post-retirement health benefits shall be based on the employee's completed years of credited service as shown in and consistent with Government Code Section 22893(a); plus Administrative fees and Contingency Reserve Fund assessments.

**BE IT FURTHER RESOLVED** that for each eligible retired employee first hired on or after August 1, 2009, the employer's contribution with respect to each annuitant shall be adjusted each year.

**BE IT FURTHER RESOLVED** that for each eligible retired employee first hired on or after August 1, 2009, the employer contribution adjustments made annually shall be based upon

the principle that the employer contribution for health benefits for each annuitant may not be less than the amount equal to 100 percent (100%) of the weighted average of the health benefit plan premiums for an employee or annuitant enrolled for self-alone, during the benefit year to which the formula is applied, for the four health benefit plans that had the largest state enrollment, excluding family members, during the previous benefit year. For each annuitant with enrolled family members, the employer shall contribute an additional 90 percent of the weighted average of the additional premiums required for enrollment of those family members, during the benefit year to which the formula is applied, in the four health benefit plans that had the largest state enrollment, excluding family members, during the previous benefit year.

**BE IT FURTHER RESOLVED** that Resolution 177-2009 shall be and hereby is to be withdrawn and shall become no longer applicable or in effect on and after January 1, 2022.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Inverness Public Utility District on the 22<sup>nd</sup> day of September 2021, by the following vote, to wit:

- AYES:**                 **Directors**
- NOES:**
- ABSTAINING:**
- ABSENT:**

\_\_\_\_\_  
Kenneth J. Emanuels, President

ATTEST:

\_\_\_\_\_  
Shelley Redding, Clerk of the Board

\*\*\*\*\*

*I hereby certify that the foregoing instrument is a true and correct copy of the original of Resolution 261-2020 on record in this office, and that subsequent to its adoption no provision of Resolution 261-2020 has been amended, modified, or revoked by the governing body.*

\_\_\_\_\_, Clerk of the Board, Inverness Public Utility District,  
County of Marin, State of California.

By \_\_\_\_\_ Date \_\_\_\_\_

## Public Agency Vesting

Contracting agencies may adopt Public Agency Vesting under PEMHCA Section 22893 by filing the appropriate *vesting resolution* with CalPERS. This optional provision establishes additional criteria an employee must have in order to receive a post-retirement monthly employer health contribution. Only those hired on or after the effective date of the *vesting resolution* are subject to this criteria.

The vesting schedule for Public Agency employees mirrors the vesting schedule for State employees (see below table). Annuitants subject to vesting will receive a percentage of designated employer contribution for vesting, depending on their total years of CalPERS service credit, towards the cost of their monthly health premium.

Specifically, those subject to vesting must have at least 10 years of CalPERS service credit, 5 of which must be earned at the contracting agency, to receive 50% of the designated employer contribution for vesting. An additional 5% is earned for each additional year of CalPERS service credit. Those who retire for disability are automatically considered 100% vested.

Any difference between the enrolled health premium and employer contribution is called the member share, and will be deducted directly from the annuitant's monthly retirement warrant.

## Employer Contribution for Vesting and Vesting Schedule

The designated employer contribution for vesting must be equal or greater than the 100/90 State Annuitant Contribution. These amounts are determined by the 100/90 formula (PEMHCA Section 22871) and are adjusted annually.

		100/90 State Annuitant Contribution Amounts for 2021		
		Single	Two Party	Family
		\$798.00	\$1,519.00	\$1,937.00
Credited Years of Service	Percentage of Contribution	Single	Two Party	Family
10	50%	\$399.00	\$759.50	\$968.50
11	55%	\$438.90	\$835.45	\$1,065.35
12	60%	\$478.80	\$911.40	\$1,162.20
13	65%	\$518.70	\$987.35	\$1,259.05
14	70%	\$558.60	\$1,063.30	\$1,355.90
15	75%	\$598.50	\$1,139.25	\$1,452.75
16	80%	\$638.40	\$1,215.20	\$1,549.60
17	85%	\$678.30	\$1,291.15	\$1,646.45
18	90%	\$718.20	\$1,367.10	\$1,743.30
19	95%	\$758.10	\$1,443.05	\$1,840.15
<b>20</b>	<b>100%</b>	<b>\$798.00</b>	<b>\$1,519.00</b>	<b>\$1,937.00</b>

<b>Examples</b>				
<p>The City of Giants filed a <i>new agency resolution</i> electing to be subject to PEMHCA. This resolution became effective 1/1/2010. The designated non-vesting employer contribution for both active employees and annuitants is the \$700.00. The City also filed a <i>vesting resolution</i> for its "All Employees" group. The vesting resolution became effective 1/1/2015. The designated employer contribution for vesting is the 100/90 State Annuitant Contribution (\$798.00, \$1519.00, and \$1937.00 for single, two party, and family enrollments, respectively).</p>	<p>Jack was hired on 7/1/2010 and is not subject to vesting. He will receive the non- vesting contribution designated for annuitants in the City's original resolution.</p>	<p>Jill was hired on 1/1/2015 and is subject to vesting. She retires on 1/1/2020 and has the required 5 years at City of Giants, but has no other CalPERS service credit. She does not qualify for an employer contribution, but may still enroll at full cost to the member (given she meets the defintion of Annuitant under PEMHCA Section 22760 and is eligible to enroll.)</p>	<p>Sam was hired on 1/1/2015 and is subject to vesting. He retires on 1/1/1018. He has over 20 years of total CalPERS service credit earned at previous CalPERS employers, but only 3 of the required 5 years at the City of Giants. He does not qualify for an employer contribution, but may still enroll at full cost to the member (given he meets the defintion of Annuitant under PEMHCA Section 22760 and is eligible to enroll.)</p>	<p>Sue was hired on 1/1/2015 and is subject to vesting. She retires on 1/1/2020 and has the required 5 years at City of Giants, and another 10 years of CalPERS service credit earned at previous CalPERS employers. Her total CalPERS service credit is 15 years, thus she is entitled to 75% of the designated employer contribution for vesting. As a single enrollment in 2021, this amounts to 75% of \$798.00, which is \$598.50.</p>
Employer Contribution as Active	\$700.00	\$700.00	\$700.00	\$700.00
Employer Contribution as Annuitant	\$700.00	\$0.00	\$0.00	\$598.50





Inverness Public Utility District  
Board Meeting September 22, 2021

---

## Agenda Item No. 11

### **Review and Approve Expenditures**

- **August 2021 Expenditures**
- **August 2021 Credit Card Charges**

**Inverness PUD**  
**Monthly Expense Ledger Report**  
**August 2021**

Date	Num	Name	Memo	Amount
<b>Aug 21</b>				
08/02/2021	14216	Streamline	August 2021 Website w/Engage	-260.00
08/02/2021	MWPA 02		Tax Payment	-6,021.94
08/02/2021	MWPA 02		Direct Deposit	-15,443.66
08/03/2021	EFT	CalPERS Health	August 2021 Health	-8,554.20
08/03/2021	EFT	Paychex	Monthly Section 125 Fee	-40.00
08/04/2021	14218	Brelje & Race Engineers	Professional Services Tenney Tank	-1,758.75
08/06/2021	14219	Alpha Analytical Laboratories, Inc.	Customer Request Sample	-170.00
08/06/2021	14220	Brelje and Race Laboratories, Inc.	July 2021 Sampling	-378.00
08/06/2021	14221	Building Supply Center	Supplies	-402.55
08/06/2021	14222	Flume, Inc.	Flume Program Installment Payment #1	-6,375.93
08/06/2021	14223	Good & Clean, Inc.	Janitorial Services - July	-330.00
08/06/2021	14224	Grainger	Supplies	-121.09
08/06/2021	14225	Horizon Cable TV Inc.	005-003907	-90.79
08/06/2021	14226	John's Dairy Equipment & Supply, Inc.	Liquid Chlorine	-101.12
08/06/2021	14227	Quill Corporation	Office Supplies	-62.28
08/06/2021	14228	R.J. Ricciardi, Inc., CPAs	Audit FY 2019-2020 Billing through April 2021	-3,695.00
08/10/2021	Auto	Diversified Technology	Billing Service	-684.00
08/13/2021	14229	Actuarial Retirement Counseling	GASB 68 Disclosure Report	-1,000.00
08/13/2021	14230	Bauer Associates	Tenney Tank - Geotech Engineering Services	-3,378.00
08/13/2021	14231	Cheda's Garage	Repairs	-881.22
08/13/2021	14232	CORE	July services	-120.00
08/13/2021	14233	Pace Supply Corp.	Customer# 09035-00	-465.48
08/13/2021	14234	Point Reyes Light Publishing Co., LC	Water Conservation Notices	-550.00
08/13/2021	14235	Riley F. Hurd III	Flume Program Legal Review	-200.00
08/13/2021	14236	Uline	Dog Waste Disposal Bags	-119.47
08/13/2021			To record 8/11/21 - 8/25/21 payroll	-7,135.76
08/13/2021			To record 8/11/21 - 8/25/21 payroll	-16,362.81
08/13/2021	EFT	Paychex	Monthly Section 125 Fee	-40.00
08/13/2021	EFT	Paychex	Payroll Fees	-194.40
08/13/2021	EFT	CPS DES	AR BOX	-9.49
08/16/2021	14237	Black Mountain Software	Customer # 1140	-8,417.50
08/17/2021	EFT	CalPERS UAL	2021-2022 Unfunded Accrued Liability	-10,983.83
08/17/2021	EFT	CalPERS UAL	2021-2022 Unfunded Accrued Liability	-554.67
08/17/2021	EFT	CalPERS UAL	2021-2022 Unfunded Accrued Liability	-18,066.25
08/20/2021	14238	Able Tire & Brake	2000 Chevy	-1,012.01
08/20/2021	14239	Actuarial Retirement Counseling	GASB 75 Valuation Report; GASB 75 Disclosur...	-2,500.00
08/20/2021	14240	AT&T CalNet	Telemetry and Phones	-461.13
08/20/2021	14241	Grainger	Supplies	-256.50
08/20/2021	14242	Petaluma Minuteman, Inc.	550 Water Rationing Postcards	-504.70
08/20/2021	14243	Quill Corporation	Office Supplies	-139.60
08/20/2021	EFT	CalPERS	GASB 68 Fees for Reports and Schedules	-1,400.00
08/20/2021	14244	Nick Corcoran	Closed account refund	-49.25
08/20/2021	14245	Holton, Dennis - reimbursement	National Night Out 8/3/21	-181.19
08/20/2021	EFT	AT&T U-verse	139584573 August 2021	-69.55
08/23/2021	EFT	Verizon Wireless	2 months Cell Phone charges	-458.36
08/25/2021	EFT	Diversified Technology	Billing Service	-665.00
08/27/2021	14246	Dick Lemon	Closed account refund 119-010-19	-16.68
08/27/2021	14247	Brelje & Race Engineers	Professional Services Tenney Tank	-860.00
08/27/2021	14248	Jerry & Don's Yager Pump Well Service	Customer # 02-IN3418	-2,130.83
08/27/2021	14249	Pace Supply Corp.	Maintenance and Repair Supplies	-466.83
08/27/2021	14250	Point Reyes Light Publishing Co., LC	Display ad	-275.00
08/31/2021			To record 8/11/21 - 8/25/21 payroll	-7,392.96
08/31/2021			To record 8/11/21 - 8/25/21 payroll	-16,564.26
08/31/2021		Cassidy, Russell,	To record 8/11/21 - 8/25/21 payroll	-393.74
08/31/2021	Auto	Cassidy, Russell,	Payroll 8/11 - 8/25/2021	-393.74
08/31/2021	EFT	Paychex	Payroll Fees	-199.60
				<b>-149,359.12</b>

Aug 21

Inverness PUD

9/14/2021 3:39 PM

Register: 2670 · US Bank Cal Card:XX-6591 · Fox, Jim - Cal Card

From 07/23/2021 through 08/22/2021

Sorted by: Date, Type, Number/Ref

<b>Date</b>	<b>Ref.</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Charge</b>	<b>C</b>	<b>Payment</b>	<b>Balance</b>
07/26/2021		Inverness Store	N 850 · Training:850-01 · Volu...	Supplies	36.25	X		92.51
07/26/2021		Amazon	N 830 · Dispatch & Communic...	Supplies	26.82	X		119.33
07/27/2021		Palace Market	N 850 · Training:850-01 · Volu...	Drill Supplies	84.25	X		203.58
08/02/2021		Amazon	N 830 · Dispatch & Communic...	Supplies	181.50	X		385.08
08/04/2021		Amazon	N 840 · Maintenance & Utilitie...		18.39	X		403.47
08/07/2021		Amazon	N 840 · Maintenance & Utilitie...		421.09	X		824.56
08/08/2021		Palace Market	N 850 · Training:850-01 · Volu...	Drill Supplies	53.76	X		878.32
08/08/2021		Bovine Bakery	N 850 · Training:850-01 · Volu...	Volunteer Training/...	25.20	X		903.52
08/13/2021		Adobe	N 870 · Administration:870-05 ...		24.99	X		928.51
08/13/2021		U. S. Bank Corporate Payme...	20000 · Accounts Payable				928.51	0.00

Inverness PUD

9/14/2021 3:40 PM

Register: 2670 · US Bank Cal Card:XX-7757 · Redding, Shelley - Cal Card

From 07/23/2021 through 08/22/2021

Sorted by: Date, Type, Number/Ref

<b>Date</b>	<b>Ref.</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Charge</b>	<b>C</b>	<b>Payment</b>	<b>Balance</b>
07/28/2021	EO200F88D0	Microsoft	N 870 · Administration:870-05 ...			X	81.81	-81.81
07/31/2021		Costco	N 845 · Supplies & Inventory:8...		55.09	X		-26.72
08/03/2021		CPS HR Consulting	N 870 · Administration:870-07 ...		1,950.00	X		1,923.28
08/10/2021		Canva	N 870 · Administration:870-05 ...		12.95	X		1,936.23
08/10/2021		U. S. Bank Corporate Payme...	20000 · Accounts Payable				1,936.23	0.00



Inverness Public Utility District  
Board Meeting September 22, 2021

---

# Agenda Item No. 12

## **Committee Meetings/Reports**



Inverness Public Utility District  
Board Meeting September 22, 2021

---

## Agenda Item No.13

**Announcements,**

**Next Meeting,**

**Adjournment**