

# 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

AGENDA

Regular Meeting

Wednesday, October 26, 2022

9:00 a.m.

Inverness Firehouse

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 September 28, 2022

## *The State of the District*

4. **Management Report:** Shelley Redding
  - FY 2022/2023 Quarterly financial reports
  - FY 2021/2022 Audit Update
  - Capital Projects Accounting: September 2022
  - Grant Funding Report
  - Local Hazard Mitigation Plan – RFP DRAFT
5. **Water System Report:** September 2022, Senior Water Operator Ken Fox
  - State of the Water Shortage Emergency
  - Quarterly Marin County Water Managers Meeting Update
6. **Fire Department Report:** September 2022, Chief of Operations Jim Fox
  - Marin Wildfire Prevention Authority (MWPA) update
  - Marin Emergency Radio Authority (MERA) update

## *The Business of the District*

7. **Approve Expenditures and Credit Card Charges:** September 2022
8. **Approve Resolution 266-2022:** Opposing Initiative 21-0042A1 officially titled as "LIMITS ABILITY OF VOTERS AND STATE AND LOCAL GOVERNMENTS TO RAISE REVENUES FOR GOVERNMENT SERVICES. INITIATIVE CONSTITUTIONAL AMENDMENT".
9. **Approve and Adopt Health Resolution 267-2022:** Changing the Employer Contribution for CalPERS Health Care Benefits.
10. **Approve and Adopt Ordinance 106-2022:** 2022 Marin County Fire Code
11. **Review and Approve CalWARN Membership**
12. **Review and Approve 2023 Board Meeting Schedule**
13. **Committee Meetings/Reports**
14. **Adjournment**

Posted: October 21, 2022

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Material provided in the meeting packet is available on the District's website, [www.invernesspub.org](http://www.invernesspub.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 ATTEND AND TO COMMENT ON AGENDA ITEMS**

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



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



Inverness Public Utility District  
Board Meeting October 26, 2022

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# Agenda Item No. 1

**Call to Order;**  
**Attendance Report**



Inverness Public Utility District  
Board Meeting October 26, 2022

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# 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 October 26, 2022

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## Agenda Item No. 3

### **Approval of Meeting Minutes**

- **Regular Meeting September 28, 2022**



# 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, September 28, 2022, 9:00 a.m.  
Inverness Firehouse**

## 1. Call to Order; Attendance Report

Vice President Whitney called the meeting to order at 9:04 a.m.

Directors Present: Dakota Whitney, Brent Johnson, David Press

Directors Absent: Ken Emanuels, Kathryn Donohue

Staff Present: Shelley Redding, General Manager; Jim Fox, Chief of Operations; David Briggs, Fire Services Assistant

*Board Clerk Redding asked that Item 4 on the agenda be taken up first to accommodate the guest speaker.*

## 4. Presentation by Mark Brown, Executive Director of the Marin Wildfire Prevention Authority

Mark Brown gave a brief summary of his career with Marin County Fire for 30 years before assuming the role of Executive Director at Marin Wildfire Prevention Authority (MWPA). He described the creation of the MWPA as the first of its kind. He also noted that defensible space inspections are being performed for the first time within all 17 participating agencies. The goal is to achieve more buy-in from homeowners about defensible space. Most recent data reports between 13,000 and 14,000 inspections have been conducted since the program started, being the highest per capita inspection rate in the state. He also noted that most first-time inspections were conducted in the State Responsibility Area (SRA) which includes Inverness. The inspections are scheduled to be performed every three years but in fact they are being performed every two years.

He also reported that MWPA is asking to partner with the Insurance Institute for Business & Home Safety (IBHS) to accept the MWPA inspections. This partnership could provide a discount on fire insurance policies for homes in the future. There were some general questions about the inspections and the data collected and if it was currently being shared outside of the agencies. He confirmed that other than the homeowner, the inspectors, and the local agency, the inspection reports are not shared. He realizes that homeowner policies are being cancelled or premiums being raised, and his hope is that with the MWPA activity, the region could see a reduction in increases and cancellations.

He summarized how the funds are used to conduct the various MWPA program within the five MWPA zones and member agencies. Each member agency receives 20% of the revenue realized from within its borders for local discretionary projects and 20% for defensible space inspections. The West Marin CORE Fund receives the remaining 60%, which is pooled with that of the other agencies within the zone to fund regional projects for regional benefit. He recognizes that the amount of funding for West Marin does not meet the need, but the way the measure was written, 80% the funds collected must be spent within the same area where it was collected. He may be approaching agencies that have a surplus to ask for them to allocate some of their funds to the West Marin region, but it is a topic for the MWPA Board to discuss and ultimately decide.

He reported on the delays in implementing programs that have been caused by environmental review and permitting, especially with the West Marin CORE projects for evacuation route clearing. MWPA and its environmental consultants have decided to follow the model that both Santa Cruz and San Mateo counties utilized to conduct their wildfire mitigation projects. Most of the West Marin CORE funds spent to date have been for the environmental component of the regional projects. He noted that this is no longer the case. From

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



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

now on, environmental consulting costs will be taken from the “the top” so that CORE funds for projects are available for the work that is to be performed.

He also highlighted other programs that the MWPA is conducting.

1. The Chipper program, which is performed by Firesafe Marin with MWPA funds, shows Inverness is the largest participant in Marin County.
2. A biomass study is being conducted to decide what to do with the excess chips being created.
3. Provision of NOAA weather radios may be the next public safety outreach to be considered.
4. Grant programs for assistance with defensible space projects has been successful.
5. The Ross Valley Fuel Reduction Zone project was funded by a \$3.25 million grant from Cal-Fire, and MWPA is planning similar model in other agencies’ jurisdictions.

Director Press asked Mr. Brown about the Inverness tax initiative on the November 8 ballot and if the MWPA could utilize the funds and manage the projects outlined in the measure or would the District need to manage the projects itself. Mr. Brown noted that such a role for MWPA might be a possible, but it would require hiring additional staff to oversee the projects specifically for Inverness and doing that would require an action by the MWPA Board. He does not think that such a position would require a full-time employee; as an example, a Vegetation Management Specialist’s salary is approximately \$90,000 per year. He also noted that projects in the Coastal Zone are more expensive and that needs to be factored into estimates. Director Johnson asked if the funds could be used to augment grant funding; Mr. Brown said that the general answer was yes.

There was general discussion about possibilities for property abatement issues and fire risk and whether MWPA could provide enforcement. Mr. Brown noted that the County does have an ordinance, but abatement isn’t part of it. He noted that it was better to try to work with property owners to reduce the risk and to cost share the mitigation activity.

Director Whitney thanked Mr. Brown for attending the meeting and providing such a comprehensive report on the MWPA.

## 2. Public Expression:

Woody Elliott expressed appreciation for the informational meeting.

## 3. Approval of Minutes: Regular Meeting of July 27, 2022, and Special Meeting August 18, 2022

*M/S Johnson/Press to approve the minutes of the Regular Meeting of July 27, 2022, and the Special Meeting of August 18, 2022, as submitted. AYES 3, NOES 0*

## 5. Management Report

**Financial Reports:** General Manager Redding presented the current financial reports for July and August together with an updated balance sheet showing the allocation of the district’s reserves. Director Johnson asked if Financial Reports can be provided quarterly instead of monthly. General Manager Redding noted that while she is still working with the new Accounting software and learning the best reports, she would work on a report package that will summarize activity for the Board on a quarterly basis.

**State of the Water Shortage Emergency:** Staff reported that slightly more than one inch of rain has been recorded so far since July 1, which has enabled the stream flows to hold steady. However, continued conservation is needed in order to maintain an adequate supply as warmer days can be expected.

## 6. Water System Report

Senior Water Operator Ken Fox presented the July and August 2022 Water Reports. Superintendent Jim Fox had nothing to add to the written reports.

## 7. Fire Department Report

Chief Fox presented the July and August 2022 Fire Department reports; he had nothing to add to the written reports.

**8. Approve Expenditures and Credit Card Charges**

*M/S Press/Johnson to approve the July 2022 and August 2022 expenditures, as presented, and the July 2022 and August 2022 Cal Card statements for S. Redding and J. Fox, as presented. AYES 3, NOES 0*

**9. Annual Investment Policy Review**

*M/S Johnson/Press to adopt the Annual Investment Policy with no noted changes as presented. AYES 3, NOES 0*

**10. Meeting of the Committee of the Whole to Review and Approve Investment Options (Nuclear Free Ordinance)**

*M/S Press/Johnson to accept and approve the current investment options as presented. AYES 3, NOES 0*

**11. Approve Initiation of RFP Process for Contracting with a Local Hazard Mitigation Consultant**

General Manager Redding introduced a draft of a Scope of Work to be utilized to develop an RFP for a consultant to be contracted to develop a Local Hazard Mitigation Plan for the District. The plan will incorporate the active work being done with the MWPA, take into account the current County Wildfire Prevention Plan and the County Hazard Mitigation Plan which is currently being updated. The goal is to assist the staff and the Board to identify the priorities and feasibility of all hazards identified. It was also noted that the public will be invited to engage in the planning process to ensure that community concerns are addressed and adequately reviewed.

*M/S Johnson/Press to approve the initiation of an RFP process to contract with a consultant to develop a Local Hazard Mitigation Plan as presented. AYES 3, NOES 0*

**12. Approve Capital Project Purchase of a 10-Kw Portable Diesel Generator**

Staff presented two comparative purchasing options for a portable diesel generator to be purchased for use at one of the filtration plants, as needed, during extended power outage events. A portable generator provides flexibility to be moved around the community where needed. It was noted that the preferred generator is designed with an insulated casement for sound muting. Director Johnson asked about solar options and indicated that the District may be able to find something adequate for the needs of the water system and as emergency backup with battery storage. Staff indicated that they would investigate that option, but that this purchase was needed for extended outage periods.

*M/S Press/Johnson to approve the purchase of a 10-Kw diesel generator as recommended by staff for the price of approximately \$16,000. AYES 3, NOES 0*

**13. Committee Meetings/Reports**

There were no committee reports, and no committee meetings are currently scheduled.

**14. Adjournment**

The meeting adjourned at 11:00 a.m. The next regular meeting is scheduled for October 26, 2022.

Attest: /s/

Date: 9/28/2022

Shelley Redding, Clerk of the Board



Inverness Public Utility District  
Board Meeting October 26, 2022

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# Agenda Item No. 4

## Management Report

**Clerk S. Redding**

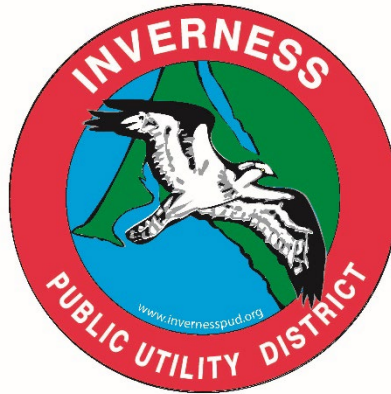
- FY2022-2023 Quarterly Financial Reports
- FY2021-2022 Audit Update
- Capital Projects Accounting – September 2022
- Grant Funding Report
- Local Hazard Mitigation Plan – RFP Draft



**Inverness Public Utility District**  
**CAPITAL PROJECTS REPORT FY22/23**  
**September 30, 2022**

<i>All projects active at any time during the current year are listed.</i>		Active Projects			Completed Projects		Capitalized 2021-22	
No.	Project Name	Total Budget	Total Am't Spent	Amount Retention	Amount Remaining	Total Spent	Total Unspent	
<b>Water</b>								
	Tenney Tank Replacement Project	\$865,000				\$753,411	\$111,589	\$753,411
	Flume Program	\$21,000	-\$13,471		\$7,529			
	<b>Subtotals for Water</b>	<b>\$886,000</b>	<b>-\$13,471</b>	<b>\$0</b>	<b>\$7,529</b>	<b>\$753,411</b>	<b>\$111,589</b>	<b>\$753,411</b>
<b>Fire</b>								
	10Kw Portable Diesel Generator							
	<b>Subtotals for Fire</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>District</b>								
	Integrated Accounting Software	\$28,235	-\$28,235	\$0				
	<b>Subtotals for District</b>	<b>\$28,235</b>	<b>-\$28,235</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Grand Totals</b>	<b>\$914,235</b>	<b>-\$41,706</b>		<b>\$7,529</b>	<b>\$753,411</b>	<b>\$111,589</b>	<b>\$753,411</b>

# Inverness Public Utility District



## **REQUEST FOR PROPOSALS FOR CONSULTING SERVICES TO PREPARE A LOCAL HAZARD MITIGATION PLAN**

**ISSUED:**

**PROPOSALS DUE:**

**All responses must be sent to:**

**Shelley Redding, General Manager  
50 Inverness Way  
Inverness CA 94937**

**Phone: 415-669-1414**

**REQUEST FOR PROPOSAL  
FOR CONSULTING SERVICES FOR THE  
INVERNESS PUBLIC UTILITY  
DISTRICT**

The purpose of this Request for Proposal (RFP) is to define the District's minimum requirements, solicit proposals, and gain adequate information by which the District may evaluate the services offered by Proposers.

The Inverness Public Utility District, hereinafter referred to as the "District", is seeking proposals with the intention of securing a contract with a Consultant who will perform all work required for the preparation, approval and adoption for a single jurisdiction, Local Hazard Mitigation Plan that will align with Marin County's current Multi-Jurisdictional Local Hazard Mitigation plan which includes the 202 Community Wildfire Protection Plan.

The Inverness Public Utility District is dedicated to the development, establishment, and maintenance of programs and procedures which will provide for the protection of lives and property of District residents from the effects of natural or human caused disasters. Disasters to which the District is subject and for which we must make efforts to mitigate, train and properly respond to include, but may not be limited to floods, earthquakes, major fires, storms, radiological or hazardous material incidents, severe drought, climate change, and, extended utility outages.

District staff is working to create a document that would satisfy the requirements of the Disaster Mitigation Act of 2000, as well as the Code of Federal Regulations Section 44 CFR 201.6, for a single jurisdiction local hazard mitigation plan.

By submittal of a proposal, the proposer acknowledges that they have not been debarred or suspended or otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension."

## **1.0 PROPOSAL REQUIREMENTS**

### **1.1 Cover Letter**

The cover letter shall be signed by an official authorized to bind the firm and shall contain a statement that the proposal is valid for ninety (90) days.

### **1.2 Approach**

Describe your technical approach for completing the scope of services. Identify and detail specific tasks as necessary to complete the work. Proposers are encouraged to amplify the scope of work, to identify any supplemental tasks necessary, and to recommend any alternatives, which may enhance the project or reduce costs.

The District is particularly interested in a description of your approach for completing the services in a timely fashion.

### 1.3 Experience and Qualifications

Describe the proposed personnel's qualifications for conducting the proposed work. For each proposed key person, provide a brief description of three projects where that person provided similar services. For each of the three projects referenced, provide the client's name.

### 1.4 Estimated Fee Schedule and Deliverables

The proposal shall define the total estimated contract price on a time-and-expenses basis. The price shall be an estimate of the time and expenses needed to complete the work as proposed. The estimate shall include:

- 1) A listing of tasks required to accomplish the proposed scope of services.
- 2) An estimate of the hours for each task and each phase.
- 3) The proposed hourly fee schedule for calendar year 2022-2023.
- 4) All other reimbursable fees and expenses (noting that the District will **not** pay for lodging, vehicles, travel time, and/or insurance related fees);
- 5) Assumptions upon which estimate is based; and
- 6) Mark-up on other direct costs (ODC), not to exceed 5 percent.

### 1.5 General

Maximum number of page count : 30 sheets (not including resumes/separators), printed on both sides acceptable. Maximum 10 number of sheets for resumes allowed.

Paper Sizes : Letter, Only one sheet of 11 x 17 folded to letter size is allowed

## 2.0 SELECTION CRITERIA

The District's selection criteria for this work include, but may not be limited to, the following:

- Responsiveness to requirements, terms and conditions of RFP
- The quality of the Consultant's response to the RFP and understanding of the scope of services.
- The ability to establish a local presence or to otherwise assure Consultant availability and familiarity with the environment in which the project will take place.
- Proven ability to perform in a timely fashion.

## 3.0 GENERAL INFORMATION

### 3.1 Proposal Due Date

Proposals will be received by the Inverness Public Utility District **until 5:00 p.m. on Monday, December 19, 2022**. District is requesting two (2) hardcopies of the proposal and one (1) electronic version of the proposal in pdf format. Proposers shall send two (2) copies of their proposals to:

Inverness Public Utility District  
Attn: Shelley Redding, General Manager  
50 Inverness Way, Inverness, CA 94937

Inverness Public Utility District is not responsible for proposals that are delinquent, lost, mismarked, sent to an address other than that given above, or sent by mail or courier service. The Inverness Public Utility District reserves the right, after opening the proposals, to reject any or all proposals, or to accept the proposal(s) that is, in its sole judgment, in the best interest of the Inverness Public Utility District.

### **3.2 Project Time Schedule**

The following is the schedule for consultant selection and project initiation:

Release of RFP:	November 7, 2022
Deadline for Questions:	December 2, 2022
Final Response to Questions posted:	December 7, 2022
Proposal due date	5:00 p.m., Wednesday, December 12, 2022
Consultant Selection:	January 11, 2022
Award and Notice to Proceed (NTP)	January 31, 2022

### **3.3 Relevant Questions**

Any relevant questions concerning the RFP or Scope of Services shall be directed to Shelley Redding at (415) 669-1414 or [shelley.redding@invernesspud.org](mailto:shelley.redding@invernesspud.org). All communications should be in writing. Any oral communications will generally be considered nonbinding on the District. The District will respond in writing to written communications. Deadline for Questions is December 9, 2022; staff will post written answers to these questions at the website noted below. If, in the District's opinion, any such response changes the intent of the RFP, or otherwise would provide an advantage to one proposer over another, an addendum to the RFP will be issued and posted on the District's website at: <https://www.invernesspud.org/requests-for-proposals>.

### **3.4 Attachments**

Attached are the following:

Attachment A	Scope of Services
Attachment B	Milestone Schedule
Attachment C	Standard Professional Services Agreement (PSA)

### **4.0 PROFESSIONAL DESIGN SERVICES AGREEMENT**

The successful firm will be required to execute the Inverness Public Utility District Standard Professional Design Services Agreement (see Attachment C). No exceptions to this agreement will be accepted and that any consultant submitting a proposal must be prepared to execute this agreement without modification.

### **5.0 NEGOTIATION OF CONTRACT**

After selection of the consultant, the District and the consultant shall negotiate the contract under which the work shall be performed. All items submitted in the consultant's proposal shall be subject to negotiation.

## **ATTACHMENT A**

### **SCOPE OF SERVICES FOR CONSULTING SERVICES FOR THE INVERNESS PUBLIC UTILITY DISTRICT**

#### **PROJECT OBJECTIVES**

The requirement of the Consultant under this scope of work is to manage, coordinate, prepare, and administer the development of a single jurisdiction Local Hazard Mitigation Plan (LHMP) for the Inverness Public Utility District (District). This scope and contract are intended to be inclusive of the entire LHMP process from initial planning through final approval by FEMA and adoption by the District. The Consultant shall perform all necessary planning, administration, professional analysis, supporting documentation, and work required for the preparation and adoption of the Inverness Public Utility District Local Hazard Mitigation Plan in full conformance with the requirements of the Disaster Mitigation Act of 2000, 44 CFR 201.6 and the FEMA Local Mitigation Plan Guidelines.

#### **TASK ELEMENT #1 – PLANNING, RESOURCE ASSESSMENT & OUTREACH**

The Consultant's primary objective for this task element is to develop the plan strategy, define the planning area, assemble the Planning Team, identify all participating jurisdictions, and develop a public outreach strategy that will be utilized throughout the facilitated planning effort. Under this task the Consultant will:

- Identify a District Planning Team consisting of key personnel from District Staff and Directors of the Board of the Inverness Public Utility District.
- Identify Planning Team members from partner jurisdictions, community organization partners, and community members.
- Facilitate an initial meeting to confirm and seek concurrence on the purpose of the LHMP, to refine the scope and schedule to complete the LHMP.
- Facilitate the development and organization of personnel resources within the District and partner organizations and identification of community members to serve on the LHMP Planning Team.
- Prepare, organize, and maintain documentation that memorializes the entire planning process, informs the public and stakeholders of the overall approach, and serves as permanent record as to the plans development, public involvement, and decisions made.
- Develop and implement a public outreach strategy:
  - Conform to the statutory requirements of the Code of Federal Regulations 44 CFR 201.6, and the requirements of FEMA Local Mitigation Plan Guidelines and Community Rating System (CRS) program.
  - Document, evaluate and incorporate input received from outreach efforts.
- Organize, notice, and facilitate a minimum of two (2) public outreach workshops. The workshops should provide the public with an opportunity to interact with the LHMP Planning Team, introduce the public to the progress and outcomes of the LHMP planning process, review the outcomes of the hazard identification and risk assessment, and act as a public commenting tool for the Public Review Draft LHMP

Present at a minimum of two (2) District Board meetings and two (2) public outreach workshops

- Ensure neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development, as well as other to be determined interests are involved in the planning process as required by 44 CFR 201.6 (b)(2).

## **TASK ELEMENT #2 – COMMUNITY CAPABILITIES & RISK ASSESSMENT**

### **1. Community Capabilities**

The Consultant will compile and review available existing plans, policies, reports, studies, and data available from local, state, and federal sources, interview local departments and agencies and work with the LHMP Planning Team to identify and document all capabilities currently in place within the District that reduce disaster losses, or that could be utilized to reduce losses in the future. Under this task we are looking for the Consultant to:

- Identify and document any current authorities, programs, staffing, funding, and other resources currently in place or available to accomplish mitigation and reduce vulnerability.
- Identify and document current infrastructure in place that either positively or negatively impact the District's vulnerability to disaster.
- Review and describe the District's participation in the MWPA and its mitigation management program.
- Develop strategies to expand upon and/or improve existing policies and programs.

### **2. Risk Assessment and Vulnerability Analysis**

The objective of this task is to identify and prioritize potential hazards and risks to the people, economy, as well as both built and natural environments of the District; and to develop an overall assessment of the District's vulnerability to and potential impacts of each identified hazard. Using various planning documents within the District and/or Marin County, appropriate FEMA hazard software and other resources, and local staff, compile an accurate inventory of the types and numbers of buildings, infrastructure, and critical facilities that may be vulnerable to each of the identified potential hazards. Results from this task element will form the foundation for the subsequent identification of the appropriate mitigation actions for reducing losses. Under this task the Consultant will:

- Identify and evaluate vulnerable assets and estimate loss potential of those assets.
- Describe natural, technological, and/or human caused hazards that have potential to affect the District's assets.
- For each hazard affecting the planning area, prepare a description of geographic location, extent, previous occurrences, and probability of future events.
- Prepare and provide an overall summary of each hazard profile and its impact on the community in accordance with 44 CFR 201.6 (c)(2)(ii).
- Review existing studies, reports and plans related to historical disasters, and document disaster declaration history.
- Utilize FEMA's Hazus, RiskMAP products (and/or other appropriate software) to generate level 2 vulnerability assessments for earthquake and flood hazards.
- Develop a parcel-level inventory of vulnerable District structures.
- Document the analysis and findings from this task element in a manner and format that planners, policy makers and community members can easily decipher. Technical data and output relevant to the risk assessment may be included in appendices.
- Include graphics and generate Geographic Information System (GIS) based maps that will illustrate the extent and location of each hazard, as well as other available information, within the defined planning area. All GIS based data and mapping shall be tied to the Inverness Public Utility District coordinate control network.

### **TASK ELEMENT #3 – DEVELOP MITIGATION ACTIONS & STRATEGY**

The objective of this task is to develop a mitigation strategy, and specific mitigation actions to address each of the identified hazards with the goal of reducing or avoiding long-term vulnerabilities to the identified hazards. Under this task, the Consultant will identify mitigation goals, mitigation actions, and develop a mitigation action plan. Mitigation actions will be evaluated and prioritized based on, amongst other criteria, a planning level Benefit-Cost assessment. Other criteria may include life safety, preservation of property, environmental, legal, and political. Under this task the Consultant will:

- Identify Mitigation Goals that define what long-term outcomes the District wants to achieve with the plan.
- Identify specific mitigation actions, projects, activities, policies & processes, or programs recommended to reduce or eliminate the impacts of the hazards identified in the risk assessment task element.
- To the extent that appropriate data and information is available, prepare a cost estimate on a defined comparative cost scale as a basis to compare and prioritize mitigation actions.
- Identify those mitigation actions for which there is no current or planned funding mechanism.
- Prepare a matrix that summarizes mitigation actions, priority, responsible party(ies), funding mechanisms, benefit/cost, and technical feasibility like the example given on Page 6-14 of the FEMA Local Mitigation Planning Handbook (March 2013).

### **TASK ELEMENT #4 – PREPARE DRAFT HAZARD MITIGATION PLAN**

The principal objective of this entire scope, and specifically this task, is to compile and submit updated comprehensive Single Jurisdiction Local Hazard Mitigation Plan to California Emergency Management Agency (Cal EMA) and FEMA Region IX to meet FEMA's criteria for such plans. Under this task, the Consultant, working with the Planning Team will assemble the plan utilizing all data generated in Task Elements 1 through 3.

The Consultant will ensure that each required component is included in the plan in accordance with the FEMA Local Mitigation Plan Review Guide, 44 CFR 201.6, including plan maintenance procedures for scheduled monitoring, evaluating, and updating the plan. Specifically, the plan will identify and analyze a comprehensive range of specific mitigation actions and projects to reduce hazards, with emphasis on existing buildings and infrastructure. The plan will also identify the process for incorporating the plan's requirements into other planning mechanisms, such as the District's Emergency Procedures Manual.

The anticipated plan review and adoption process is as follows:

- Submit an administrative draft of the LHMP to the Planning Team for review and comment.
- Collaborate and incorporate comments from the Planning Team, and prepare a Public Review Draft, and District presentation of the draft, and circulate as appropriate for public review and comment. Public Review comments shall be incorporated into an Appendix of the final LHMP.
- Incorporate public review comments and submit a draft LHMP to Cal OES State Hazard mitigation Officer (SHMO) for review and comment.
- Collaborate and incorporate comments from Cal OES/SHMO and submit a final draft LHMP through Cal OES to FEMA for review and comment.
- Collaborate and incorporate comments from FEMA and prepare a final LHMP for adoption by



the Inverness Public Utility District.

- Assist the Planning Team with final adoption procedures by the Inverness Public Utility District Board and incorporate documentation of local adoption into the final LHMP.
- Assist the Planning Team to secure final approval letter and plan review tool from FEMA.

Under this task, the Consultant is responsible to ensure the plan and the planning process is completed to the satisfaction of, and in accordance with the criteria establish by FEMA. Should the LHMP not receive approval after Cal EMA and FEMA review, the Consultant is responsible to review FEMA “required revision” comments provided and perform all necessary follow-on tasks to finalize the LHMP to the satisfaction of FEMA.

### **TASK ELEMENT #5 – PROJECT MANAGEMENT**

Consultant shall identify a Project Manager to be used on this project at the time of their proposal. This individual shall coordinate with the District’s Project Manager and oversee the management of the entire project, administer all instructions from the Planning Team, Cal OES and/or FEMA and answer or obtain answers to all questions from the Planning Team, Cal OES and/or FEMA during and after the work. Specific Project Management Tasks will include:

- Develop and maintain a critical path method schedule for the project. Update project schedule at least monthly.
- Prepare monthly progress reports to be submitted with payment invoices describing work progress and indicating the percentage of work completed, and percentage of budget expended by task element.
- Assist the District’s Project Manager to prepare monthly progress reports and quarterly reports to be submitted to Cal OES.
- Anticipate planning and facilitating the following meetings:
  - a. Kick Off meeting
  - b. Monthly project management team meetings – on site or via phone
  - c. Monthly planning team meetings – on site or via phone
  - d. Public workshop meetings – (2 meetings: 1 during the planning process, 1 during public review period)
  - e. District Board meetings (2 meetings)
  - f. District Board adoption
- Project management closeout meeting
- Prepare agendas and reference information and keep/prepare minutes for all conference calls or meetings. Conference notes shall be prepared in typed form and furnished electronically to the District within five (5) days after date of conference/meeting.

### **OPTIONAL TASK ELEMENT #6 – ASSISTANCE WITH CAL OES**

Consultant shall assist the District with applying for a California Office of Emergency Services (Cal OES) grant for development of the Local Hazard Mitigation Grant.

For more information on Cal OES grant (past grants available), see:

<https://www.caloes.ca.gov/cal-oes-divisions/hazard-mitigation/hazard-mitigation-planning/local->

DRAFT

## ATTACHMENT B

### MILESTONE SCHEDULE

The proposal submitted shall include a detailed project schedule from planning through approval and adoption of the LHMP.

However, following is the anticipated milestone schedule (in calendar days); variances from this:

Begin All Work	Immediately Upon Contract Effective Date
Provide Project Schedule	Within 10 Days of Award Date
Kick-Off Meeting	Within 15 days of Contract Effective Date
Complete Primary Objectives of Task Element #1	Within 45 Days of Contract Effective Date
Submit Draft LHMP to Cal OES	October 2023
Correct / Resubmit Any Corrections to Cal OES	Upon receipt of comments
Submit Final Draft LHMP to FEMA	30 days after receipt of comments from Cal OES
Correct and Resubmit Any Corrections to FEMA	Date TBD
District Board Adoption of LHMP	Following FEMA Approval
Closeout / Finalize Required FEMA Documentation	90 Days Following Completion Deadline



Inverness Public Utility District  
Board Meeting October 26, 2022

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## Agenda Item No. 5

### **Water System Report**

- September 2022
- Water Shortage Emergency Update
- Quarterly Marin County Water Managers Meeting Update



**INVERNESS PUBLIC UTILITY DISTRICT**

FIRE DEPARTMENT • WATER SYSTEM

POST OFFICE BOX 469

INVERNESS, CA 94937

(415) 669-1414 • FAX (415) 669-1010 • INFO@INVERNESSPUD.ORG

**AUGUST 2022 – WATER SYSTEM REPORT**

/ **End of August Stream-Flows** \

End of August Statistics	August 2022	Aug. 2021	DIVERSION	20	22	Aug 2021
				GPM	GPD	GPM
<b>RAINFALL @ F1</b>	Recorded at F1	(@ F1)	D1	4	5,760	1½
Monthly total (in inches “)	.08”	0.05”	D2	11	15,840	7
For Year 7/01 -> to date (Sept 01)	0.28”	.07”	D3	10	14,400	6
Avg. yearly since 1925 (inches)	37.26”	37.32”	D4	8	11,520	5
<b>*Compare E of M Streamflow</b>	June 2022	July 2022	D5	10	14,400	7½
*upper diversions total gpd ->	132,480	118,080	D6	9	12,960	7
Apr 21-May 22: 68;53½; 55;40;43; 251;165;975;455; 255; 224;218;127	92 gpm	82 gpm	D7	11	15,840	5
<b>PRIOR 3-MONTH PRODUCTION Trend</b>	June 2022	May 2022	D8	1	1,440	1
<b>July 2022: 1,849,000 gal</b>	1,741,900 gal	1,699,400	<b>TOTALS--</b>	<b>55</b>	<b>79,200</b>	<b>40</b>
<b>59,645</b> Avg. gallons per day <b>41.4</b> Average gpm	58,063 gal 40.3 gpm	54,819 gal 38.1 gpm	<b>AUGUST SYSTEM USAGE PATTERNS</b>			
<b>SOURCES USED</b>	( Aug 2022 )	(Aug 2021 )	<b>USE BY</b>	<b>ZONE</b>	<b>2022</b>	<b>2021</b>
1 <sup>st</sup> Valley High Intakes (D 3,2,1)	31 %	23 %	Colby -	800,700 -	41 %	45 %
2 <sup>nd</sup> Valley High Intakes (D 6,5,4)	30 %	22 %	Tenney +	747,800 +	38 %	35 %
3 <sup>rd</sup> Valley Intakes (D 7)	18 %	9 %	Conner -	43,200 -	2 %	5 %
1st Valley lower intake	21 %	19 %	Stockstill -	205,000 -	11 %	8 %
2 <sup>nd</sup> Valley lower (L2 )	0 %	20 %	Sea Haven	164,600+	8 %	7 %
Wells (W1, W3,W4)	0 %	7 %	TOTAL Prod	<b>1,961,300+</b>	<b>100 %</b>	<b>100.0 %</b>
TOTAL	100 %	100.0 %				

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

**AUGUST Production 63,268 gal/day => 43.9 gpm**

Note: daily usage has increased from previous months

**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→ 0.67 parts per million (ppm); average CL<sub>2</sub> at F3→ >@0.67+ ppm

**Major Activities**

- Monthly reports sent to CA RWQCB
- F1: broken fitting on Nano A recycle-flowmeter repaired
- F3: cleaned & disinfected break tank, cleaned (CIP) both Ultra and Nano Units, need to install water heater.
  - replacement printer in place, need to interface directly to HMI
  - Programing glitch on ultra-unit discovered and resolved
- SCADA system: CORE continue working on SCADA system
- Continued Hydrant clearing/ and brush & tree clearing of watershed roads, and culvert clearing
- Lower Vision Road: Old sub-standard thin-wall 2” PVC pipe replaced with 6” C-900, & new Fire Hydrant installed
- All customer meters read. Use is up, but still well-within our ability to produce water. Customer leaks discovered & shut
- Conner-Vision Tank: security cameras installed & functioning
- Lead & copper sample bottles distributed to participating customers
- Regular flushing of 4” iron line on Via de la Vista

*Kenneth J. Fox*



INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT • WATER SYSTEM

POST OFFICE BOX 469

INVERNESS, CA 94937

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SEPTEMBER 2022 - WATER SYSTEM REPORT

End of September Stream-Flows

End of September Statistics	Sept. 2022	Sept. 2021	DIVERSION	20	22	Sept 2021
				GPM	GPD	GPM
<b>RAINFALL @ F1</b>	Recorded at F1	(@ F1)	D1	2	2,880	1½
Monthly total (in inches “)	.75”	0.64”	D2	11	15,840	7½
For Year 7/01 -> to date (Oct 01)	0.83”	.71”	D3	9	12,960	6
Avg. yearly since 1925 (inches)	37.26”	37.32”	D4	7	10,080	4½
<b>*Compare E of M Streamflow</b>	<b>July 2022</b>	<b>Aug 2022</b>	D5	10	14,400	7
*upper diversions total gpd ->	118,080	79,200	D6	9	12,960	8
May 21-Jun 22: 53½; 55;40;43; 251; 165;975;455; 255; 224;218;127;92	82 gpm	55 gpm	D7	11	15,840	7
<b>PRIOR 3-MONTH PRODUCTION Trend</b>	<b>July 2022</b>	<b>June 2022</b>	D8	1	1,440	1½
<b>August 2022: 1,961,300 gal</b>	1,849,000 gal	1,741,900	<b>TOTALS--</b>	<b>60</b>	<b>86,400</b>	<b>43</b>
<b>63,268</b> Avg. gallons per day <b>43.9</b> Average gpm	59,645 gal 41.4 gpm	58,063 gal 40.3 gpm	<b>S E P T E M B E R</b>			
<b>SOURCES USED</b>	<b>( Sep 2022 )</b>	<b>(Sep 2021 )</b>	<b>S Y S T E M U S A G E P A T T E R N S</b>			
1 <sup>st</sup> Valley High Intakes (D 3,2,1)	28 %-	22 %	<b>USE BY</b>	<b>ZONE</b>	<b>2022</b>	<b>2021</b>
2 <sup>nd</sup> Valley High Intakes (D 6,5,4)	33 % +	24 %	Colby -	720,300 -	43 %	46 %
3 <sup>rd</sup> Valley Intakes (D 7,8)	15 % -	10 %	Tenney -	488,700 -	29 %	33%
1st Valley lower intake	24 % +	17 %	Conner	43,700	3 %	4 %
2 <sup>nd</sup> Valley lower (L2 )	0 %	18 %	Stockstill -	200,000 -	12 %	9 %
Wells (W1, W3,W4)	0 %	9 %	Sea Haven	208,300 +	13 %	8 %
<b>TOTAL</b>	<b>100 %</b>	<b>100.0 %</b>	<b>TOTAL Prod</b>	<b>1,661,000-</b>	<b>100 %</b>	<b>100.0 %</b>

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

**SEPTEMBER Production 55,367 gal/day => 38.4 gpm**

Note: daily usage has decreased from previous months

**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 -> 0.71 parts per million (ppm); average CL<sub>2</sub> at F3 -> >@0.65+ ppm

**Major Activities**

- Monthly reports sent to CA RWQCB
- F1: both Ultra Units, A&B, cleaned (CIP). F3: yet to install water heater.
- TOC sample grabs from 1<sup>st</sup>, 2<sup>nd</sup> an 3<sup>rd</sup> valleys
- TOC 3<sup>rd</sup> quarter sample grabs from 1<sup>st</sup>, 2<sup>nd</sup> an 3<sup>rd</sup> valleys and sent to Alpha labs for analysis
- Yearly DBP (disinfection by-product). TTHM and HAA5 samples grabbed and sent for analysis
- SCADA system: Issue arose with charge controllers at Conner and Tenney Tanks sites
- Power Outages: tree down on lower park avenue, power out Inv. Mesa; levee road tree following week... 24 hrs +
- Continued brush & tree clearing of watershed, access road to top of Mt. Vision cleared and drivable for emergencies
- Lower Vision Road: Garcia/Bartolini residential development: new C-900 main flushed, disinfected, and tested.

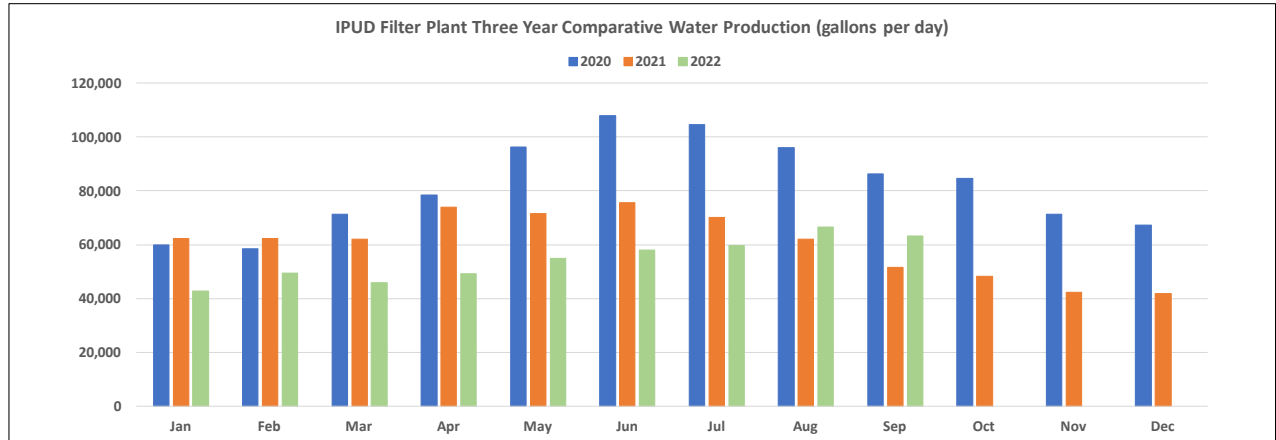
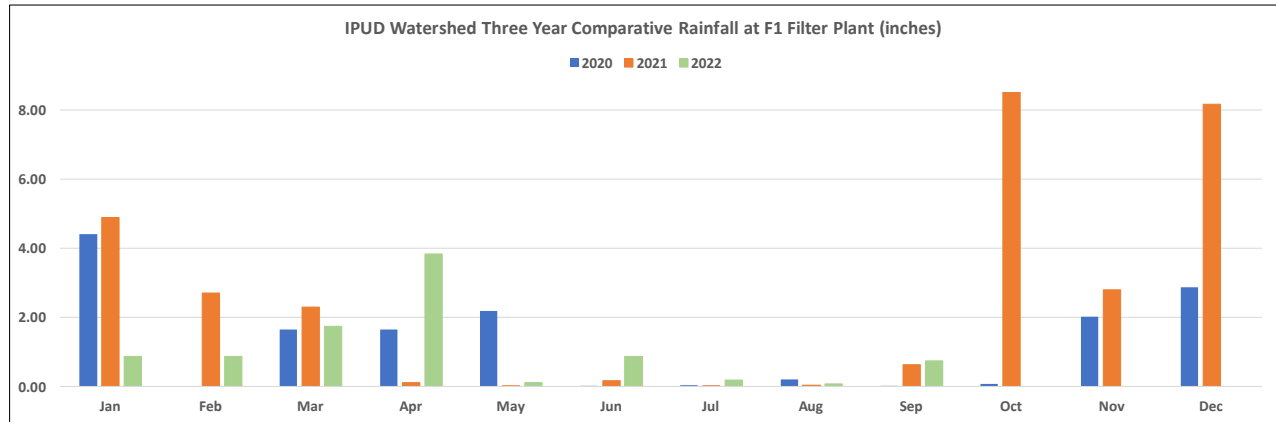
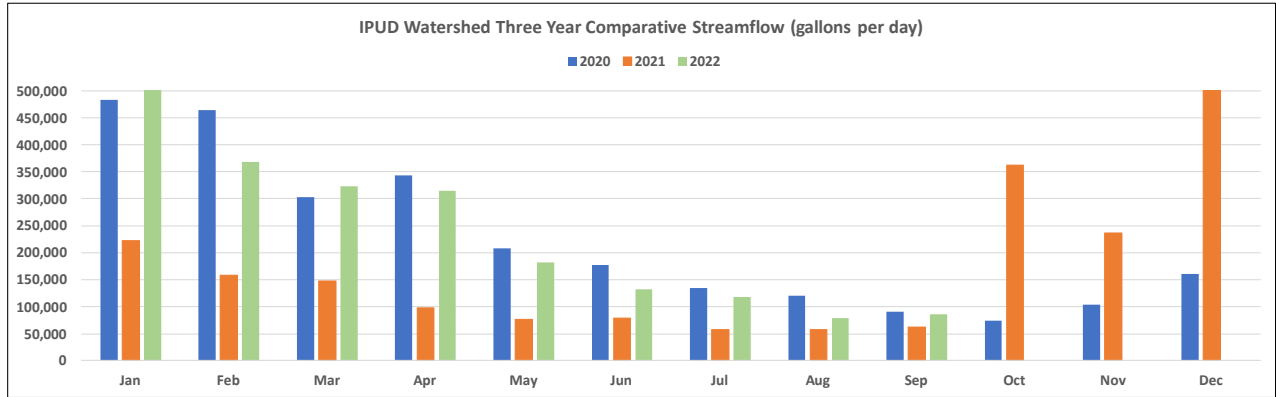
All affected customers now on the new 6" main

- Other customer leaks discovered & services shut at request
- Lead & copper samples analyzed. One outlier significantly above
- Regular flushing of 4" iron line on Via de la Vista & Escondido 2" PVC lines
- Reduced stove & floor-board leaks at #4 Colby tank

2020	Streamflows (gpd)	Monthly Rainfall (inches)	Production (gpd)	Residential Average Use (gpd)	Non Residential Average Use (gpd)
Jan	482,400	4.41	59,794		
Feb	463,680	0.00	58,403	93	304
Mar	302,400	1.66	71,379		
Apr	342,720	1.66	78,357	114	239
May	208,800	2.19	96,174		
Jun	177,120	0.01	108,027	162	235
Jul	135,360	0.05	104,587		
Aug	120,960	0.22	95,971	164	353
Sep	91,440	0.03	86,380		
Oct	74,800	0.09	84,580	139	396
Nov	103,680	2.02	71,333		
Dec	161,280	2.88	67,210	98	335

2021	Streamflows (gpd)	Monthly Rainfall (inches)	Production (gpd)	Residential Average Use (gpd)	Non Residential Average Use (gpd)
Jan	223,300	4.90	62,200		
Feb	158,400	2.72	62,216	84	333
Mar	147,600	2.31	61,977		
Apr	97,920	0.11	73,840	93	271
May	77,040	0.02	71,539		
Jun	79,200	0.18	75,700	106	373
Jul	57,600	0.02	70,239		
Aug	57,600	0.05	62,100	94	495
Sep	61,920	0.64	51,500		
Oct	361,440	11.40	48,200	68	448
Nov	237,600	2.81	42,360		
Dec	1,404,000	8.17	41,784	60	300

2022	Streamflows (gpd)	Monthly Rainfall (inches)	Production (gpd)	Residential Average Use (gpd)	Non Residential Average Use (gpd)
Jan	655,200	0.87	42,826		
Feb	367,200	0.87	49,450	69	322
Mar	322,560	1.74	45,852		
Apr	313,920	3.85	49,267	68	340
May	182,880	0.12	54,819		
Jun	132,480	0.87	58,063	90	412
Jul	118,080	0.20	59,645		
Aug	79,200	0.08	66,445	96	494
Sep	86,400	0.75	63,268		
Oct					
Nov					
Dec					





Inverness Public Utility District  
Board Meeting October 26, 2022

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## Agenda Item No. 6

### **Fire Department Report**

September 2022

- Marin Wildfire Prevention Update (MWPA)
- Marin Emergency Radio Authority Update





# Inverness Public Utility District Board Meeting October 26, 2022

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# FIRE DEPARTMENT REPORT

## September 2022

### INCIDENTS:

<i>#</i>	<i>Date</i>	
#22-096	9-3	<b>Public service @ 12938 SFD</b> for an odor investigation.
#22-097	9-3	<b>EMS @ Cameron St.</b> for a confirmation of death.
#22-098	9-4	<b>EMS @ SFD</b> for a fall.
#22-099	9-4	<b>EMS @ SFD</b> for another fall.
#22-100	9-4	<b>Accidental alarm activation @ Bishop Pine Preserve.</b>
#22-101	9-5	<b>Vehicle accident @ 9457 Hwy 1.</b> Non-injury. Inverness cancelled.
#22-102	9-5	<b>Tree into wires @ 35 Park Ave.</b>
#22-103	9-7	<b>EMS @ McDonald Ln</b> in PRS. Inverness for LZ.
#22-104	9-10	<b>Lines down @ 900 Vision Rd.</b> Not active, no hazard.
#22-105	9-12	<b>Vehicle accident @ Bear Valley Rd.</b> Non-injury.
#22-106	9-14	<b>EMS @ Aberdeen Way.</b> No transport.
#22-107	9-18	<b>Tree down @ 14100 SFD.</b>
#22-108	9-19	<b>Vehicle accident @ 11260 Hwy 1.</b> Non-injury.
#22-109	9-19	<b>EMS @ Perth Way</b> for a lift assist.
#22-110	9-20	<b>Tree down @ 7 Woodhaven.</b>
#22-111	9-20	<b>Wire down @ 270 Aberdeen.</b> Communication wires.
#22-112	9-20	<b>EMS @ Tomales Bay Resort.</b> M-94 transport to MGH.
#22-113	9-21	<b>EMS @ Laurel St, Inverness Park.</b> Helicopter transport.
#22-114	9-21	<b>EMS @ Inverness Store.</b> M-94 transport to MGH.
#22-115	9-21	<b>EMS @ Laurel St.</b> M-94 transport to MGH.
#22-116	9-24	<b>EMS @ Camino Del Mar.</b> No transport.
#22-117	9-26	<b>EMS @ Heather Ln.</b> M-94 transport to MGH.

### TRAININGS:

September 18: Set up Tablet Command for volunteers. Went over knots for rope rescue.

September 27: Scene lighting.

### ACTIVITIES AND MAINTENANCE:

1. New SCBA grant discussion.
2. Install new equipment on 380 and 381.
3. Exercise, inspect and repair equipment.

### PERSONNEL:

Mike Meszaros, Jim Fox, Ken Fox, Tom Fox, Burton Eubank, Brian Cassel, Jeff McBeth, Tim Olson, Dennis Holton, Brett Miller, Roy Pitts, David Briggs, David Wright, Nikki Spencer, Greg Eastman, Celine Bennett, Jay Borodic, Liam Riley, David Thompson, Jack von Thaer, Andrew Bock

**Jim Fox, Chief**



Inverness Public Utility District  
Board Meeting October 26, 2022

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## Agenda Item No. 7

### **Review and Approve Expenditures**

- September 2022 Expenditures
- September 2022 Credit Card Charges

INVERNESS PUBLIC UTILITY DISTRICT						
Claims and/or Payroll Checks List						
For the Accounting Period: 9/22						
Check Type	Check #	Type	Vendor/Employee/Payee Number	Check Amount	Period	Date Issued
Claims	-99927	E	263 R.J. RICCIARDI, INC., CPAS	800.00	9/22	09/14/22
Claims	-99926	E	146 HORIZON CABLE TV INC.	90.04	9/22	09/14/22
Claims	-99925	E	289 STREAMLINE	260.00	9/22	09/14/22
Claims	-99924	E	136 HARRINGTON INDUSTRIAL PLASTICS, L	1036.43	9/22	09/14/22
Claims	-99923	E	36 BRELJE AND RACE LABORATORIES, INC	504.00	9/22	09/14/22
Claims	-99922	E	11 AMAZON CAPITAL SERVICES	466.54	9/22	09/14/22
Claims	-99921	E	271 RILEY F. HURD III	1040.00	9/22	09/14/22
Claims	-99920	E	115 THOMAS FOX	520.00	9/22	09/14/22
Claims	-99919	E	215 MCPHAIL FUEL CO.	511.95	9/22	09/22/22
Claims	-99918	E	71 CORE	960.00	9/22	09/22/22
Claims	-99917	E	213 MCMMASTER-CARR	83.16	9/22	09/22/22
Claims	-99916	E	8 ALPHA ANALYTICAL LABORATORIES, IN	330.00	9/22	09/22/22
Claims	-99915	E	253 PETALUMA MINUTEMAN, INC.	289.85	9/22	09/22/22
Claims	-99914	E	130 GRAINGER	186.57	9/22	09/22/22
Claims	-99913	E	196 MARIN COUNTY FINANCE DEPARTMENT	1624.69	9/22	09/22/22
Claims	-99912	E	282 SPECIAL DISTRICT RISK MANAGEMENT	159.79	9/22	10/11/22
Claims	-99911	E	342 SHELLEY REDDING	439.99	9/22	10/11/22
Claims	-99910	E	196 MARIN COUNTY FINANCE DEPARTMENT	1411.61	9/22	10/11/22
Claims	-99909	E	146 HORIZON CABLE TV INC.	94.04	9/22	10/11/22
Claims	-99908	E	128 GOOD & CLEAN, INC.	227.00	9/22	10/11/22
Claims	-99907	E	105 FAILSAFE TESTING	831.62	9/22	10/11/22
Claims	-99906	E	262 QUILL CORPORATION	199.79	9/22	10/11/22
Claims	-99905	E	262 QUILL CORPORATION	62.61	9/22	10/11/22
Claims	-99904	E	32 BLACK MOUNTAIN SOFTWARE	9632.50	9/22	10/11/22
Claims	-99903	E	343 Karen Voets	87.10	9/22	10/11/22
Claims	-99902	E	245 PACE SUPPLY CORP.	1582.20	9/22	10/11/22
Claims	-99901	E	130 GRAINGER	111.56	9/22	10/11/22
Claims	-99900	E	113 FLUME, INC.	102.60	9/22	10/11/22
Claims	-99899	E	41 BUILDING SUPPLY CENTER	481.17	9/22	10/11/22
Claims	-99898	V	Check not processed in this period	0.00	/	/ /
Claims	-99897	V	Check not processed in this period	0.00	/	/ /
Claims	-99896	E	17 AT&T - Electronic	69.55	9/22	10/02/22
Claims	-99895	E	29 TRUIST BANK	9.49	9/22	10/15/22
Claims	-99894	E	306 U.S. BANK CORPORATE PAYMENT SYSTE	772.82	9/22	10/17/22
Claims	-99893	E	306 U.S. BANK CORPORATE PAYMENT SYSTE	569.86	9/22	10/17/22
Claims	-99892	E	256 PG&E	2957.90	9/22	10/03/22
Payroll	-89939	P	CHILD SUPPORT STATE OF CALIFORNIA	402.00	9/22	09/15/22
Payroll	-89938	P	FIT EFTPS	7407.71	9/22	09/15/22
Payroll	-89937	P	SDI EDD	307.11	9/22	09/15/22
Payroll	-89936	P	SIT CA STATE TAX	1079.99	9/22	09/15/22
Payroll	-89935	P	CHILD SUPPORT STATE OF CALIFORNIA	402.00	9/22	09/30/22
Payroll	-89934	P	SDI EDD	286.40	9/22	09/30/22
Payroll	-89933	P	SIT CA STATE TAX	998.40	9/22	09/30/22
Payroll	-89932	P	FIT EFTPS	6864.64	9/22	09/30/22
Payroll	-89931	P	HEALTH INS CALPERS HEALTH	7851.11	9/22	10/07/22
Payroll	-89930	P	CLASSIC CALPERS	7707.12	9/22	09/30/22
Payroll	55138	P	313 DAVID C. BRIGGS	1276.01	9/22	09/15/22
Payroll	55139	P	6 JAMES K. FOX	3447.83	9/22	09/15/22
Payroll	55140	P	7 KENNETH J. FOX	2582.88	9/22	09/15/22
Payroll	55141	P	8 KAAREN S. GANN	1117.75	9/22	09/15/22
Payroll	55142	P	10 WADE B. HOLLAND	1250.70	9/22	09/15/22
Payroll	55143	P	311 JACOB LEYVA	1824.75	9/22	09/15/22
Payroll	55144	P	17 JEFFREY MCBETH	2229.25	9/22	09/15/22
Payroll	55145	P	316 JENNA NICOLAS	1291.96	9/22	09/15/22
Payroll	55146	P	309 SHELLEY L. REDDING	3464.70	9/22	09/15/22
Payroll	55147	P	312 CASSIDY S. RUSSELL	1904.99	9/22	09/15/22
Payroll	55148	P	313 DAVID C. BRIGGS	1276.01	9/22	09/30/22
Payroll	55149	P	6 JAMES K. FOX	3447.83	9/22	09/30/22
Payroll	55150	P	7 KENNETH J. FOX	2582.88	9/22	09/30/22
Payroll	55151	P	8 KAAREN S. GANN	347.99	9/22	09/30/22
Payroll	55152	P	10 WADE B. HOLLAND	908.84	9/22	09/30/22
Payroll	55153	P	311 JACOB LEYVA	2134.72	9/22	09/30/22
Payroll	55154	P	17 JEFFREY MCBETH	1864.00	9/22	09/30/22
Payroll	55155	P	316 JENNA NICOLAS	941.98	9/22	09/30/22
Payroll	55156	P	309 SHELLEY L. REDDING	3779.53	9/22	09/30/22
Payroll	55157	P	312 CASSIDY S. RUSSELL	1724.63	9/22	09/30/22

INVERNESS PUBLIC UTILITY DISTRICT

Vendor Detail Query

For claims processed from: 9/22 to 9/22

Vendor Name	Doc #	Invoice #/Description	Date	Warrant	Amount	Inv Date	Period	Fund	Account	Object
Cal Card - Shelley Redding										
U.S. BANK CCL	242	1 0665042 Amazon	10/17/22	-99894	108.61	09/03/22	9/22 10	52101	62212	
U.S. BANK CCL	242	2 7099415-1 Amazon	10/17/22	-99894	8.58	09/03/22	9/22 10	52101	62212	
U.S. BANK CCL	242	3 090622 USPS	10/17/22	-99894	1.92	09/06/22	9/22 10	52101	62212	
U.S. BANK CCL	242	4 7099415-2 Amazon	10/17/22	-99894	16.10	09/06/22	9/22 10	52101	62212	
U.S. BANK CCL	242	5 Fraud Rev.com-Fraud Reported	10/17/22	-99894	0.66	09/08/22	9/22 10	52101	68112	
U.S. BANK CCL	242	6 22613194 Canva	10/17/22	-99894	12.95	09/10/22	9/22 10	52101	62212	
U.S. BANK CCL	242	7 Fraud Bed Bath & Beyond-Fraud	10/17/22	-99894	134.05	09/12/22	9/22 10	52101	68112	
U.S. BANK CCL	242	8 091322 Marin IJ	10/17/22	-99894	18.00	09/12/22	9/22 10	52101	62212	
U.S. BANK CCL	242	9 091222 Costco	10/17/22	-99894	471.95	09/12/22	9/22 10	52101	62212	
					<b>772.82</b>					

Cal Card - Jim Fox										
U.S. BANK CCL	243	1 082422 Inverness Store	10/17/22	-99893	19.21	08/24/22	9/22 21	53101	63811	
U.S. BANK CCL	243	2 24366 Missouri Wind & Solar	10/17/22	-99893	13.88	08/26/22	9/22 51	57101	62211	
U.S. BANK CCL	243	3 083022 Inverness Store	10/17/22	-99893	39.02	08/30/22	9/22 21	53101	63811	
U.S. BANK CCL	243	4 083122-1 UPS	10/17/22	-99893	18.18	08/31/22	9/22 21	53101	63111	
U.S. BANK CCL	243	5 083122-2 UPS	10/17/22	-99893	38.11	08/31/22	9/22 21	53101	63111	
U.S. BANK CCL	243	6 083122-3 UPS	10/17/22	-99893	8.14	08/31/22	9/22 21	53101	63111	
U.S. BANK CCL	243	7 083122-4 UPS	10/17/22	-99893	8.14	08/31/22	9/22 21	53101	63111	
U.S. BANK CCL	243	8 3186 Meret	10/17/22	-99893	124.03	09/01/22	9/22 21	53101	62211	
U.S. BANK CCL	243	9 3186-R Meret	10/17/22	-99893	-72.72	09/02/22	9/22 21	53101	62211	
U.S. BANK CCL	243	10 090222 Palace Market	10/17/22	-99893	65.67	09/02/22	9/22 21	53101	63811	
U.S. BANK CCL	243	11 2262326816 Adobe	10/17/22	-99893	24.99	09/13/22	9/22 10	52101	62212	
U.S. BANK CCL	243	12 091722 Palace Market	10/17/22	-99893	92.21	09/17/22	9/22 21	53101	63811	
U.S. BANK CCL	243	13 DM5313018 Discount Mugs	10/17/22	-99893	191.00	09/20/22	9/22 21	53101	63364	
					<b>569.86</b>					
Total					<b>1,342.68</b>					



Inverness Public Utility District  
Board Meeting October 26, 2022

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## Agenda Item No. 8

### **Resolution 266-2022**

Opposing Initiative 21-0042A1 Limiting  
Ability of Voters and State and Local  
Governments to Raise Revenues For  
Government Services

*Inverness Public Utility District*

**RESOLUTION 266-2022**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE INVERNESS  
PUBLIC UTILITY DISTRICT OPPOSING INITIATIVE 21-0042A1**

**WHEREAS**, an association representing California’s wealthiest corporations and developers is spending millions of dollars to qualify a deceptive proposition for the November 2024 statewide ballot; and

**WHEREAS**, the proposed proposition, Initiative 21-0042A1, has received the official title “LIMITS ABILITY OF VOTERS AND STATE AND LOCAL GOVERNMENTS TO RAISE REVENUES FOR GOVERNMENT SERVICES. INITIATIVE CONSTITUTIONAL AMENDMENT”; and

**WHEREAS**, the measure includes provisions that would make it more difficult for local voters to pass measures needed to fund local services and infrastructure, and would limit voter input by prohibiting local advisory measures where voters provide direction on how they want their local tax dollars spent; and

**WHEREAS**, the measure exposes taxpayers to new costly litigation, limits the discretion and flexibility of locally elected boards to respond to the needs of their communities, and injects uncertainty into the financing and sustainability of critical infrastructure; and

**WHEREAS**, the measure severely restricts state and local officials’ ability to protect our environment, public health and safety, and our neighborhoods against those who violate the law; and

**WHEREAS**, the measure creates new constitutional loopholes that would allow corporations to pay less than their fair share for the impacts they impose on our communities, including local infrastructure, our environment, water quality, air quality, and natural resources; and

**WHEREAS**, the measure threatens billions of dollars currently dedicated to state and local services, and could force cuts to fire prevention and protection, emergency response, and to provision of domestic water service, as well as to public schools, law enforcement, public health, parks, libraries, affordable housing, services to address homelessness, mental health services, and more; and

**WHEREAS**, the measure would also reduce funding for critical infrastructure like streets and roads, public transportation, ports, drinking water, sanitation, utilities, and more,

**NOW, THEREFORE, BE IT RESOLVED** that the Inverness Public Utility District opposes Initiative 21-0042A1;

**BE IT FURTHER RESOLVED** that the Inverness Public Utility District will join the No on Initiative 21-0042A1 coalition, a growing coalition of public safety, labor, local government, infrastructure advocates, and other organizations throughout the state;

**BE IT FURTHER RESOLVED** that the Clerk of the Board is directed to transmit a copy of this adopted resolution to the California Special Districts Association at [advocacy@cdda.net](mailto:advocacy@cdda.net).

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Inverness Public Utility District on the 26th day of October, 2022, by the following vote, to wit:

**AYES:**

**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 266-2022 on record in this office, and that subsequent to its adoption no provision of Resolution 266-2022 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 \_\_\_\_\_





Inverness Public Utility District  
Board Meeting October 26, 2022

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## Agenda Item No. 9

### **Resolution 275-2022**

### **Changing the Employer Contribution for CalPERS Health Benefits**



# Board Agenda Item Staff Report

Subject: Resolution 275-2022: CalPERS Health Employer Contribution  
 Meeting Date: October 26, 2022  
 Date Prepared: October 17, 2022  
 Prepared by: Shelley Redding, General Manager  
 Attachments: Draft of Resolution 275-2022

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

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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, 2023.

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 260-2021 set the maximum District contribution at the PERS Gold level of coverage. The PERS Gold health premium increased 15%, while the Western Health Advantage premium increased 2.5%.

Setting the maximum premium amount for coverage of both employees and dependents at the Western Health Advantage HMO rate will save the District \$1,460.31 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 Western Health Advantage HMO Region 1 Basic/Medicare/Combination.

**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

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# HEALTH RESOLUTION

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<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, 2023</b>

**RESOLUTION NO. 275-2022**  
**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 Western Health Region 1 Basic/Medicare/Combination per month, 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, Position Title or Name of Person 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, 2023.

Adopted at a regular meeting of the Board of Directors at Inverness, this 26th day of October, 2022.

Signed: \_\_\_\_\_  
Kenneth J Emanuels, President, Board of Directors

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



Inverness Public Utility District  
Board Meeting October 26, 2022

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# Agenda Item No. 10

Review and Approve Ordinance 106-2022

Marin County Fire Code 2022



Inverness Public Utility District

# Board Agenda Item Staff Report

Subject: Ordinance 106-2022: 2022 Fire Code  
 Meeting Date: October 26, 2022  
 Date Prepared: October 17, 2022  
 Prepared by: Shelley Redding, General Manager  
 Attachments: Ordinance 106-2022

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**Recommended Action:** Adopt Ordinance 106-2022

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Marin County has adopted (with revisions) the 2022 version of the California Fire Code and Appendix A of the International Wildland-Urban Interface Code, which prescribe regulations governing conditions hazardous to life and property from fire or explosion and provide for the issuance of permits for hazardous uses or operations.

Each fire jurisdiction in the county is urged to adopt the County’s Fire Code as its Fire Code for purposes of uniformity among all jurisdictions within the county. The County’s modifications to the State Fire Code relate (*inter alia*) to building standards relating to fire and panic safety which are more stringent than the standards adopted by the State Fire Marshal and contained in the California Building Standards Code.

## SUMMARY OF ORDINANCE

### CHAPTERS 16.08, 16.10 & 16.16 OF THE MARIN COUNTY CODE

**PLEASE TAKE NOTICE** that on Tuesday, November 15 , 2022, at 11:00 a.m. in the Chambers of the Marin County Board of Supervisors located at 3501 Civic Center Drive, Room 330 (Marin Civic Center – Administration Building), San Rafael, CA 94903, the Marin County Board of Supervisors will consider the passage of an Ordinance. Any interested person may appear and be heard by submitting either an oral or written presentation prior to or at the hearing.

SUMMARY: The proposed Ordinance adopts portions of the 2021 International Wildland-Urban Interface Code, the 2021 International Fire Code, and the 2022 California Fire Code with amendments, regarding fire prevention and fire safety regulations in structures and on property located within the jurisdiction of the Marin County Fire Department.

This adoption process is required of the Marin County Fire Department once every three years to stay current with the minimum requirements of the State of California Building and Fire standards as determined by the California Building Standards Commission. As such, over the last several months, all Fire Marshals and Fire Prevention Officers in the county met several times and cooperatively reviewed the proposed amendments so as to make as consistent as possible our respective amendments to each jurisdiction's adoptive local ordinances. This Ordinance, if passed, will be effective January 1, 2023. A copy of the full text of the Ordinance is available at the Offices of the Marin County Clerk of the Board (Room 329) at 3501 Civic Center Drive, Administration Building, Civic Center, San Rafael, CA 94903.

The following is a summary of the specific provisions of each section of the ordinance:

16.08.065 This Section of the Marin County Code is hereby amended in its title only.

16.16.010. Adopts the 2022 California Fire Code, which consists of certain portions of the 2021 edition of the International Fire Code as amended by the Building Standards commission and Appendix A of the 2021 edition of the International Wildland Urban Interface Code.

16.16.020. Establishes a Fire Prevention Bureau and establishes duties and enforcement authority under the supervision of the Fire Chief.

16.16.030. Adds specific definitions and meanings ascribed to them including; Fire Code, jurisdiction, county counsel, Fire Code Official, and Chief of the Fire Prevention Bureau.



16.16.031-037. Establishes limits of Districts in which storage of flammable or combustible liquids in outside and inside above ground tanks is prohibited; establishment of limits of districts in which the storage of stationary tanks of flammable cryogenic fluids is to be prohibited; establishment of limits in which storage of liquefied petroleum gases is to be restricted; establishment of limits of Districts in which storage of explosives and blasting agents is to be prohibited; establishment of limits of Districts in which the storage of compressed natural gas is to be prohibited; and establishment of the limits of Districts in which the storage of hazardous materials is to be prohibited or limited.

16.16.040. Amends several specific sections of the 2022 California Fire Code and the 2021 edition of the International Fire Code: Permits; liability for incidents; enforcement authority; emergency access for Fire Department personnel to buildings and properties; fire alarm and protection systems; fire hydrant upgrades; fire sprinkler systems; public storage facilities; fire apparatus access roads; smoke detector and fire extinguisher documentation; parking of tank trucks transporting hazardous and flammable materials; and, corrective action requirements and public nuisance relative to clearance of brush and vegetative growth.

16.16.050. Designates Chief Officers and other Fire Department, as well as law enforcement personnel specific authority to arrest and issue citations pursuant to violations of the International Fire Code and California Fire Code.

16.16.055. Describes the processes and procedures for hearings and appeals of abatement orders.

16.16.060. Describes the penalties and procedures for issuing infraction and misdemeanor citations.

16.16.070. Repeals former ordinances.

16.16.080. Describes the validity of the adopted ordinance.

16.16.090. Ordinance publication and effective date.

16.16.100 Environmental Quality Act.

*Inverness Public Utility District*

**ORDINANCE NO. 106-2022**

**AN ORDINANCE OF INVERNESS PUBLIC UTILITY DISTRICT ADOPTING AND MODIFYING THE CALIFORNIA FIRE CODE AND APPENDIX A OF THE INTERNATIONAL WILDLAND-URBAN INTERFACE CODE WITH AMENDMENTS SUPPORTED BY LOCAL FINDINGS, PRESCRIBING REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSION; PROVIDING FOR THE ISSUANCE OF PERMITS FOR HAZARDOUS USES OR OPERATIONS; AND DEFINING THE POWERS AND DUTIES OF INVERNESS PUBLIC UTILITY DISTRICT AND OFFICERS.**

**WHEREAS**, the Inverness Public Utility District may adopt a fire code by reference pursuant to Article 2 commencing with Section 50022 of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code;

**WHEREAS**, pursuant to Health and Safety Code Section 13869, Inverness Public Utility District may adopt building standards relating to fire and panic safety that are more stringent than those building standards adopted by the State Fire Marshal and contained in the California Building Standards Code when such modified standards are reasonably necessary because of local climatic, geological or topographical conditions;

**WHEREAS**, pursuant to Sections 17958.5, 17958.7, and 18941.5 of the State of California Health and Safety Code, changes, or modifications to the 2022 California Building Standards Code are needed and are reasonably necessary because of local climatic, geographic, and topographic conditions.

**WHEREAS**, this Ordinance No. **106-2022** was introduced and read by title only at a meeting of the Board of Directors of the Inverness Public Utility District on the 26th day of October, 2022.

**NOW THEREFORE BE IT ORDAINED** by the Board of Directors of the Inverness Public Utility District as follows:

**SECTION 1.**

The Board of Directors of Inverness Public Utility District hereby adopts, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, the following:

1. The 2022 California Fire Code, which consists of certain portions of the 2021 edition of the International Fire Code as amended by the California Building Standards Commission, including:

- a. Appendix 4 SPECIAL DETAILED REQUIREMENTS BASED ON USE AND OCCUPANY
  - b. Appendix B FIRE FLOW REQUIREMENTS FOR BUILDINGS, the whole thereof, save and except such portions as are hereafter amended by section 11 of this Ordinance.
  - c. Appendix BB FIRE FLOW REQUIREMENTS FOR BUILDINGS
  - d. Appendix C FIRE HYDRANT LOCATIONS AND DISTRIBUTION
  - e. Appendix CC FIRE HYDRANT LOCATIONS AND DISTRIBUTION
  - f. Appendix E HAZARD CATEGORIES
  - g. Appendix F HAZARD RANKING
  - h. Appendix G CRYOGENIC FLUIDS – WEIGHT AND VOLUME EQUIVALENTS
  - i. Appendix H HAZARDOUS MATERIALS MANAGEMENT PLAN AND HAZARDOUS MATERIAL INVENTORY STATEMENTS
  - j. Appendix O TEMPORARY HAUNTED HOUSES, GHOST WALKS AND SIMILAR AMUSEMENT USES.
2. The International Fire Code published by the International Fire Code Council, Inc., 2022 Edition hereof and the whole thereof, save and except such portions as are hereinafter amended, added, or deleted by Section 11 of this Ordinance.
  3. Appendix A of the 2021 edition of the International Wildland-Urban Interface Code save and except such portions as are hereinafter deleted, modified, or amended by Section 11 of this Ordinance.

Not less than one (1) copy of the Codes and Standards hereby adopted is filed in the office of the Fire Marshal of the Inverness Public Utility District and the same are hereby adopted and incorporated fully as if set out at length herein, and from the date on which this Ordinance shall take effect, and the provisions thereof shall be controlling within the limits of the Inverness Public Utility District.

**SECTION 2. ESTABLISHMENT AND DUTIES OF THE FIRE PREVENTION BUREAU**

The 2022 California Fire Code, which consists of certain portions of the 2021 edition of the International Fire Code as amended by the California Building Standards Commission, and Appendix A of the 2021 edition of the International Wildland-Urban Interface Code as adopted and amended herein, shall be enforced by the Inverness Public Utility District, and shall be operated under the supervision of the Chief of the Inverness Volunteer Fire Department of the Inverness Public Utility District.

**SECTION 3. DEFINITIONS**

Wherever they appear in the California and International Fire Codes, unless otherwise provided, the following words shall have the meanings ascribed to them in this section:

- (a) Whenever the words “Fire Code” are used they shall mean those Codes and Standards adopted in Section 1 of this Ordinance.
- (b) Wherever the term "Counsel" is used in the Fire Code, it shall be held to mean the attorney for the Inverness Public Utility District.

**SECTION 4. ESTABLISHMENT OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF CLASS I, CLASS II AND CLASS III LIQUIDS IN OUTSIDE ABOVEGROUND TANKS IS PROHIBITED**

The geographic limits referred to in Section 5704.2.9.6.1 of the California Fire Code in which storage of Class I, Class II and Class III liquids in outside aboveground tanks is prohibited are amended as follows: In all residential areas and in all heavily populated or congested commercial areas, and agricultural land of less than two (2) acres as established by the Inverness Public Utility District.

**SECTION 5. ESTABLISHMENT OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF CLASS I, CLASS II AND CLASS III LIQUIDS IN ABOVEGROUND TANKS IS PROHIBITED**

The geographic limits referred to in Section 5706.2.4.4 of the California Fire Code in which storage of Class I, Class II and Class III liquids in aboveground tanks is prohibited are amended as follows: In all residential areas and in all heavily populated or congested commercial areas, and agricultural land of less than two (2) acres. as established by Inverness Public Utility District.

**SECTION 6. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF STATIONARY TANKS OF FLAMMABLE CRYOGENIC FLUIDS IS TO BE PROHIBITED**

The geographic limits, referred to in Section 5806.2 of the California Fire Code in which the storage of flammable cryogenic fluids in stationary containers are prohibited, are hereby established as follows: In all residential areas and in

heavily populated or congested commercial areas, as established by Inverness Public Utility District.

**SECTION 7. ESTABLISHMENTS OF GEOGRAPHIC LIMITS IN WHICH STORAGE OF LIQUEFIED PETROLEUM GASES IS TO BE RESTRICTED**

The geographic limits referred to in Section 6104.2 of the California Fire Code, in which storage of liquefied petroleum gas is restricted, are amended as follows: In all residential areas and in all heavily populated or congested commercial areas, and agricultural land less than two (2) acres. The aggregate capacity of any one installation shall not exceed a water capacity of 2,000 gallons as established by the Inverness Public Utility District.

**SECTION 8. ESTABLISHMENT OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF EXPLOSIVES AND BLASTING AGENTS IS TO BE PROHIBITED**

The geographic limits in which storage of explosives and blasting agents is prohibited, are as follows: In all residential areas and in heavily populated or congested commercial areas as established by the Inverness Public Utility District.

**SECTION 9. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF COMPRESSED NATURAL GAS IS TO BE PROHIBITED**

The geographic limits, in which the storage of compressed natural gas is prohibited, are hereby established as follows: In all residential areas and in heavily populated or congested commercial areas, as established by the Inverness Public Utility District.

**SECTION 10. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF HAZARDOUS MATERIALS IS TO BE PROHIBITED OR LIMITED**

The geographic limits, in which the storage of hazardous materials is prohibited or limited, are hereby established as follows: In all residential areas and in heavily populated or congested commercial areas, as established by Inverness Public Utility District.

**SECTION 11. AMENDMENTS MADE TO THE 2022 CALIFORNIA FIRE CODE AND 2021 INTERNATIONAL WILDLAND-URBAN INTERFACE CODE.**

The District Board hereby finds that local conditions have an adverse effect on the prevention of (1) major loss fires, (2) major earthquake damage, and (3) the potential for life and property loss, making necessary changes or modifications to the 2022 California Fire Code and the 2022 California Building Standards Code in order to provide a reasonable degree of property security and fire and life safety in this Fire District.

Specifically, the District Board finds that the following local conditions make more stringent standards a necessity:

**1. Climatic**

a. **Precipitation.** Precipitation ranges from 15 to 40 inches per year with an average of approximately 38 inches per year. Approximately ninety percent (80%) falls during the months of November through April, and 20% from May through October.

b. **Relative Humidity.** Humidity generally ranges from 50% during daytime to 86% at night. It drops to 20% during the summer months and occasionally drops lower.

c. **Temperatures.** Temperatures have been recorded as high as 104 degrees F. Average summer highs are in the 78 degrees to 85 degrees range.

d. **Winds.** Prevailing winds are from the northwest. However, winds are experienced from virtually every direction at one time or another. Velocities are generally in the 5 – 15 mph range, gusting to 7.4 – 30 mph, particularly during the summer months. Extreme winds, up to 50 mph, have been known to occur.

e. **Summary.** These local climatic conditions affect the acceleration, intensity, and size of fire in the community. Times of little or no rainfall, of low humidity and high temperatures create extremely hazardous conditions, particularly as they relate to wood shake and shingle roof fires and conflagrations. The winds experienced in this area can have a tremendous impact upon structure fires of buildings in close proximity to one another, commonly found in Inverness Public Utility District. During wood shake and shingle roof fires, or exposure fires, winds can carry sparks and burning brands to other structures, thus spreading the fire, and causing conflagrations. In building fires, winds can literally force fires back into the building and can create a blowtorch effect, in addition to preventing “natural” ventilation and cross-ventilation efforts.

## 2. Geographic and Topographic

a. **Geography.** The fire environment of a community is primarily a combination of two factors: the area's physical geographic characteristics and the historic pattern of urban-suburban development. These two factors, alone and combined, create a mixture of environments which ultimately determines the area's fire protection needs.

The basic geographical boundaries of the District include Point Reyes National Seashore to the west, the Tomales Bay State Park to the North, the Tomales Bay to the east and the unincorporated area of Marin County including the Drakes View Drive and Inverness Park Communities to the South.

Because of the size of the Inverness Public Utility District (2.5 square miles) and is in a unique geographic area. The District is water bound on one side, and along its ridgeline is a National Park of highly combustible grass, brush, and trees, (Mainly cypress, bishop pine, and eucalyptus). Therefore, the District has not one, but several fire environments, each of which has its individual fire protection needs.

The structural buildup occurred between the 1890s and the 1920s in many of the residential areas and the District's commercial center. The original construction typically consisted of frame structures built with little or no side yard setbacks on small, narrow lots typical of that era.

The service area of the Inverness Public Utility District has a varied topography and vegetative cover. A conglomeration of hills and ridges make up the terrain. Development has occurred in the valleys up to the ridges of the District.

The domestic water supply is located on the hillside to the west of the Inverness Public Utility District's service area on lands whose ownership is shared principally among the District, Tomales Bay State Park, and Point Reyes National Seashore.

b. **Seismic Location.** The relatively young geological processes that have created the San Francisco Bay Area are still active today. The District sits adjacent to the San Andreas earthquake fault as well as numerous potentially active faults. 100% of the District's land surface is in the strong to-moderate seismic hazard zones.

c. **Size and Population.** The Inverness Public Utility District covers 2.5 square miles including a population estimated at 1,400. Inverness Public Utility District has a volunteer fire department that works in cooperation with Marin County Fire Department. Within the District is one (1) fire station. The District responds directly to structural fires, as well as to wildland fires, emergency paramedical calls in a mutual aid role to Marin County Fire Department.

d. **Roads and Streets.** Most of the smaller valleys, hillsides and ridge roads are served by roads with narrow paved widths and by private roads which create access problems.

The roadway system on the flat land within the Inverness Public Utility District is comprised primarily of Sir Francis Drake Boulevard with valley access roads to houses along the valley floors, up to the ridge. Roadways with less than 20 feet of unobstructed paved surface, with a dead-end longer than 150 feet, with a cul-de-sac longer than 800 feet, or with a cul-de-sac diameter less than 68 feet are considered hazardous in terms of fire access and protection. Most roadways within the District fall into one of these categories.

e. **Topography.** The District's service area is a conglomeration of hills, valleys, and ridges. The flatter lands are found along the shoreline that borders Tomales Bay. Most of the existing developed areas consist of both valley floor and upslope lands. During extraordinary precipitation events, areas adjacent to creeks and streams in the valley areas are susceptible to flooding potentially preventing access to some occupied residential and commercial areas of the District. Potential for water supply failure in these areas is also of concern.

Most of the hillsides in these areas have slopes ranging from 25 – 45%. Slope is an important factor of fire spread.

Elevations are varied in the District with the village center at 3 feet above sea level and the top of the service area at approximately 525 feet.

f. **Vegetation.** The Inverness Public Utility District's modified Mediterranean-type climate produces vegetation similar to areas north along the California Coast, with specific growth locale a result of topography and prevailing wind. Slopes are heavily wooded from lower elevations to the ridge with oak and bay trees and minor shrubs of general chaparral class.

Expansion of the residential community into areas of heavier vegetation has resulted in homes existing in close proximity to dense natural foliage. Often such dwellings are completely surrounded by highly combustible vegetation compounding the fire problem from a conflagration point of view.

Due to fire safe roofing ordinances adopted approximately 30 years ago less than 10% of all dwellings in the District currently have wood shingle roofs, however, very few structures meet current fire hardening construction and/or vegetation management standards

Of the Fire District's 2.5 square mile service area, the majority encompasses the wildland urban interface area. Proliferation of sudden oak death syndrome has increased the dead fuel loads in the oak woodlands and bay forests which



has significantly increased fire brand production and crown fire potential within the wildland urban interface area.

g. **Summary.** The above local geographic and topographic conditions increase the magnitude, exposure, accessibility problems and fire hazards presented to the District. The protection of life and property from fire is difficult due to limited access problems created by water, cliffs, steep slopes, and the lack of side-yard setbacks, as well as the combustible structures and their roofs.

Fire following an earthquake has the potential of causing greater loss of life and damage than the earthquake itself.

Other variables may tend to intensify the situation:

- 1) The extent of damage to the water system;
- 2) The extent of isolation due to bridge collapse along access roadways;
- 3) The extent of roadway damage and debris blocking the roadways;
- 4) Climatic conditions (hot, dry weather with high winds);
- 5) Time of day will influence the amount of traffic on roadways and could intensify the risk to life during heavy tourist season;
- 6) The availability of timely mutual aid or military assistance;
- 7) The large portion of dwellings with wood shingle roof coverings could result in conflagrations.

**Conclusion:** Local climatic, geographic and topographic conditions impact fire prevention efforts, and the frequency, spread, acceleration, intensity and size of fire involving buildings in this community. Further, they impact potential damage to all structures from earthquake and subsequent fire. Therefore, it is found to be reasonably necessary that the California Fire Code and the State Building Standards Code be changed or modified to mitigate the effects of the above conditions.

**ACCORDINGLY, THE 2022 CALIFORNIA FIRE CODE IS AMENDED, ADDED OR DELETED AS IDENTIFIED HEREIN:**

**CHAPTER 1**  
**SCOPE AND ADMINISTRATION**

Section 101.1 of Chapter 1 is amended to read as follows:

Section 101.1 Title. *These regulations and locally adopted standards shall be known as the Fire Code of the Inverness Public Utility District, hereinafter referred to as “this code.”*

Section 102.5 of Chapter 1 is hereby amended to read as follows:

Section 102.5 Application of residential code. Where structures are designed and constructed in accordance with the *California Residential Code*, the provisions of this code shall apply as follows:

1. Construction and designed provisions: Provisions of this code pertaining to the exterior of the structure shall apply including, but not limited to, premises identification, fire apparatus access and water supplies. *Provisions of this code pertaining to the interior of the structure when specifically required by this code including, but not limited to, Section 903.2 and Chapter 12 shall apply.* Where interior or exterior systems or devices are installed, construction permits required by Section 105.7 of this code shall also apply
2. Administrative, operational and maintenance provisions of this code shall apply.

Section 102.7.3 is hereby added to Chapter 1 and shall read as follows:

*Section 102.7.3 **Nationally Recognized Listed Products.** Any installation of products and equipment due to permits required by this Code shall be Labeled and Listed, as defined in Section 202.*

Section 104.1.1 is hereby added to Chapter 1 and shall read as follows:

*Section 104.1.1 **Supplemental Rules, Regulations and Standards or Policies.** The Fire Code Official is authorized to render interpretations of this code and to make and enforce rules and supplemental regulations and to develop Fire Protection Standards or Policies to carry out the application and intent of this code.*

Section 104.13 is hereby added to Chapter 1 and shall read as follows:

Section 104.13. **Fire Prevention Resource Sharing.** Other enforcement agencies shall have authority to render necessary assistance in plan review, inspection, code interpretation, enforcement, investigation, and other fire prevention services when requested to do so.

Section 105.5 of Chapter 1 is hereby amended by adding the following additional operational permits:

105.5 **Required Operational Permits.** The fire code official is authorized to issue operational permits for operations set forth in Sections 105.6.1 through 105.5.55

Section 105.5.55 of Chapter 1 is hereby added to read as follows:

105.5.55 **Local Operational Permits.** In addition to the permits required by section 105.5, the following permits shall be obtained from the (Bureau of Fire prevention/ Fire Prevention Division) prior to engaging in the following activities, operations, practices, or functions:

1. **Fire Protection Plan.** An operational permit is required to implement a fire protection plan.
2. **Radioactive material.** An operational permit is required to store or handle at any installation more than 1 micro curie (37,000 Becquerel) of radioactive material not contained in a sealed source or more than 1 millicurie (37,000,000 Becquerel) of radioactive material in a sealed source or sources, or any amount of radioactive material for which specific license from the Nuclear Regulatory Commission is required.

Section 105.6 of Chapter 1 is hereby amended by adding the following additional operational permits:

105.6 **Required Construction Permits.** The fire code official is authorized to issue construction permits for work as set forth in Sections 105.6.1 through 105.6.25

Section 105.6.25 of Chapter 1 is hereby added to read as follows:

105.6.25 **Local Construction Permits.** In addition to the permits required by section 105.6, the following permits shall be obtained from the (Bureau of Fire prevention/ Fire Prevention Division) prior to installation of the following:

1. **Exterior Wildfire Protection Systems.** *A construction permit is required for the installation of or design modification to an Exterior Wildfire Protection System as regulated by section 918.*

2. **Home Backup Generator.** *A construction permit is required for the installation of a home backup generator as regulated by section 1218.*

3. **Vegetation Management Plan.** *A construction permit is required to implement a vegetation management plan.*

Section 112.4 of Chapter 1 is hereby amended to read as follows:

Section 112.4 **Violation Penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter repair or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate used under provisions of this code, shall be guilty of a *misdemeanor*, punishable by a fine of not more than \$500 dollars or by imprisonment not exceeding 180 days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

*The imposition of one penalty of any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each day that a violation continues after due notice has been served shall be deemed a separate offense.*

Section 112.4.2 of Chapter 1 is added to read as follows:

Section 112.4.2 **Abatement of clearance of brush or vegetative growth from structures.** *The executive body is authorized to instruct the Chief to give notice to the owner of the property upon which conditions regulated by section 304.1.2 of Chapter 3 and section 4907.4 of Chapter 49 exists to correct such conditions. If the owner fails to correct such conditions, the executive body is authorized to cause the same to be done and make the expense of such correction a lien upon the property where such condition exists.*

Section 113.4 of Chapter 1 is hereby amended to read as follows:

Section 113.4 **Failure to Comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine not less than \$500 dollars or more than \$1,500 dollars.

Section 115 of Chapter 1 is hereby added and shall read as follows:

**Section 115 DAMAGES AND EXPENSE RECOVERY**

*Section 115.1 **Damages and Expense Recovery.** The expense of securing any emergency that is within the responsibility for enforcement of the Fire Chief as given in Section 104 is a charge against the person who caused the emergency. Damages and expenses incurred by any public agency having jurisdiction or any public agency assisting the agency having jurisdiction shall constitute a debt of such person and shall be collectible by the Fire Chief for proper distribution in the same manner as in the case of an obligation under contract expressed or implied. Expenses as stated above shall include, but not be limited to, equipment and personnel committed and any payments required by the public agency to outside business firms requested by the public agency to secure the emergency, monitor remediation, and clean up.*

**CHAPTER 2**  
**DEFINITIONS**

Section 202 of Chapter 2 is hereby amended by adding the following general definition:

***ALL WEATHER SURFACE*** shall mean A/C paving, or concrete capable of supporting 70,000 gross vehicle weight. Grades up to and including 18% may be of A/C paving. Grades greater than 18% shall be of concrete kerf-cut so as to allow for water run-off and traction. (FROM STANDARD 210)

*Exception: Materials approved by the Fire Code Official.*

***COVERINGS*** shall mean materials including, but not limited to gypsum board, paneling, floorboards, lathe and plaster, wood paneling, brick and mortar, or other materials attached to rough framing of the building elements. ‘Coverings’ do not include carpet, linoleum, tile, wallpaper, or other decorative finishes.

***DRIVEWAY*** is a vehicular ingress/egress access route that serves no more than two dwelling units, not including accessory structures. Driveways shall provide a minimum unobstructed width 16 feet and a minimum unobstructed height of 15 feet. Driveways in excess of 150 feet in length shall be provided with turnarounds. Driveways in excess of 200 feet in length and less than 20 feet in width shall be provided with turnouts in addition to turnarounds.

***EXTERIOR WILDFIRE PROTECTION SYSTEM*** An approved system of devices and equipment which is automatically or manually activated to discharge water and or an approved fire-extinguishing agent onto the structure and or the exterior of the structure to hydrate the Immediate Zone 0 (0-5 feet from the home, including the home) and the Intermediate Zone 1 (5-30 feet from the home).

**HOME BACKUP GENERATOR.** A permanent, fixed installation, internal combustion engine-driven device that provides temporary electrical power to a Group R-3 and R-4 Occupancies.

**OCCUPANCY CLASSIFICATION** is modified to include:

*[BG] **Factory Industrial F-1 Moderate-hazard occupancy** is amended to add to the list of moderate-hazard factory industrial groups the following:*

*Agricultural crop production including cultivation, drying, processing and /or storage.*

**PRE-PLANS** shall mean detailed plans of target hazard buildings. These pre-plans include information on the building's location, occupancy, hazards, fire department connections and hydrants, building layout, and other pertinent data that would assist the fire department in case of an emergency.

**PUBLIC STORAGE FACILITY** shall mean any business that sells, leases or rents space to the public that is enclosed, whether it is a building, storage container or similar configuration.

**SPARK ARRESTOR** shall mean a chimney device constructed in a skillful-like manner. The net free area of a spark arrestor shall not be less than four times the net free area of the outlet of the chimney. The spark arrestor screen shall have heat and corrosion resistance equivalent to 12-gauge wire, 19-gauge galvanized wire or 24-gauge stainless steel. Opening shall not permit the passage of spheres having a diameter larger than 1/2 inch and shall not block the passage of spheres having a diameter of less than 3/8 inch.

**SUBSTANTIAL REMODEL** shall mean the renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure within any 36-month period. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for the purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings.

**TARGET HAZARD** is defined as a location or plausible scenario in which a fire department or fire district could quickly become overwhelmed and for which additional resources, now scarce, would be needed.

**TEMPORARY** shall mean any use for a period of less than 90 days, where not otherwise referenced.

**UNWARRANTED ALARM** shall mean the giving, signaling or transition of an alarm notification to a public fire station or emergency communication center when such alarm is the result of a defective condition of an alarm system, system servicing testing, construction activities, ordinary household activities, false alarm or other cause when no such danger exists.

### **CHAPTER 3** **GENERAL REQUIREMENTS**

Section 302.1 in Chapter 3 is hereby amended to add the following:

#### **PUBLIC STORAGE FACILITY UNWARRANTED ALARM**

Section 324 is hereby added to Chapter 3 and shall read as follows:

#### *Section 324 **Public Storage Facilities***

*Section 324.1 **General.** Public Storage Facilities shall comply with the provisions of this section.*

*Section 324.2 **Location on Property and Fire Resistance of Exterior.** All public storage facilities shall meet the minimum requirements for setback from property lines or fire resistive construction as set forth in Table 602 of the Building Code for Group S, Division 1 occupancies.*

*Section 324.3 **Fire Apparatus Access.** All public storage facilities shall have fire apparatus access roads provided in accordance with Section 503.*

*Section 324.4 **Storage of Flammable and Combustible Liquids and Hazardous Materials.** The storage of hazardous materials or flammable or combustible liquids in public storage facilities is prohibited. Such facilities shall post legible and durable sign(s) to indicate same in a manner and location(s) as specified by the Fire Code Official. This section shall apply to new and existing public storage facilities.*

*Exception: Only those quantities of flammable and combustible liquids necessary for maintenance of the facility may be stored by the facility management per Chapter 57 of this code.*

**CHAPTER 4**  
**EMERGENCY PLANNING AND PREPAREDNESS**

Section 401.1.1 is hereby added to Chapter 4 and shall read as follows:

*Section 401.1.1 **Hazardous Occupancies.** In occupancies of a hazardous nature, where access for fire apparatus is unduly difficult, or where special life and fire safety hazards exist as determined by standards or policies of the Inverness Public Utility District that facility or business management shall be required to develop and implement an Emergency Response Plan, provide for an on-site Emergency Response Team, Emergency Liaison Officer, staff training and fire drills in accordance with Sections 405 and 406 and standards developed by the Inverness Public Utility District.*

Section 401.3.2.1 is hereby added to Chapter 4 and shall read as follows:

*Section 401.3.2.1 **Unwarranted Alarm Notification.** Notification of emergency responders based on an unwarranted alarm may be punishable by a fine in accordance with the adopted fee schedule. In addition, the responsible party may be liable for the operational and administrative costs, incurred from the emergency response or mitigation procedures resulting from an unwarranted alarm notification.*

Section 401.3.2.2 is added to read as follows:

*Section 401.3.2.2 **Multiple Unwarranted or Nuisance Alarm Activations.** Any occupancy that has more than 3 unwarranted or nuisance alarms causing emergency response within a 12-month period may be required to modify, repair, upgrade or replace their system and or monitoring station as determined by the Fire Code Official.*

Section 402.1 of Chapter 4 is hereby amended to add the following:

**PRE-PLANS**  
**UNWARRANTED ALARMS**  
**TARGET HAZARDS**

Section 403.1.1 is hereby added to Chapter 4 and shall read as follows:

*Section 403.1.1 **Pre-Plans:** When required by the fire code official, pre-plans shall be developed for target hazard buildings according to the written standards developed by the authority having jurisdiction.*

Section 403.9.1.4 is hereby added to Chapter 4 and shall read as follows:



**Emergency Preparedness for Hotels, Lodging and Congregate Houses.** Hotels, lodging and congregate houses shall provide guests with immediate access to a telephone to report emergencies. The exit diagram shall indicate the location of the nearest telephone and instructions to dial 911.

**CHAPTER 5**  
**FIRE SERVICE FEATURES**

Section 502.1 in Chapter 5 is hereby amended to add the following:

***DRIVEWAY***

Section 503.1. of Chapter 5 is hereby amended as follows:

Section 503.1 **Where Required.** Fire Apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.5.

Section 503.1.4 of Chapter 5 is hereby added to read as follows:

*Section 503.1.4 **Undeveloped Areas.** Fire Apparatus Access Roads, improved or unimproved, shall be provided for firefighting equipment, apparatus, and personnel to undeveloped areas of the District so as to gain access to improved, unimproved, and undeveloped areas of the District, in a manner approved by the Fire Code Official. Any vehicle or other obstructions may be towed away at the owner's expense.*

Section 503.1.5 of Chapter 5 is hereby added to read as follows:

*Section 503.1.5 **Aerial fire apparatus access.** Buildings or facilities exceeding 30 feet or three stories in height, approved aerial apparatus access roads shall be provided. For the purposes of this section, the highest road surface shall be determined by the measurement to the eave of the pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.*

*Section 503.1.5.1 **Width.** Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof.*

*Section 503.1.5.2 **Proximity to building.** One or more of the required access routes meeting this condition shall be located not less than 15 feet and not more than 30 feet from the building and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.*

*Section 503.1.5.3 **Obstructions.** Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus access road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official.*

Section 503.2.1. of Chapter 5 is hereby amended as follows:

*Section 503.2.1 **Dimensions.** Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 15 feet (4572 mm).*

Section 503.2.6.1. is hereby added to Chapter 5 and shall read as follows:

*Section 503.2.6.1 **Evaluation and maintenance.** All existing private bridges and elevated surfaces that are a part of the fire department access roadway shall be evaluated by a California licensed civil engineer experienced in structural engineering or a California licensed structural engineer, for safety and weight rating, in accordance with American Association of State Highway and Transportation Officials (AASHTO) Manual: "The Manual for Bridge Evaluation," Second Edition, or other approved standard. Vehicle load limits shall be posted at both entrances to bridges. All bridges and elevated structures providing fire department access shall be routinely maintained in accordance with Section 503.2.6 or when directed by the fire code official or authorized designee.*

Section 503.4 of Chapter 5 is amended to read as follows:

*Section 503.4 **obstruction of fire apparatus access roads.** Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in sections 503.2.1 and 503.2.2 shall be maintained at all times. Any vehicle or other obstruction may be towed away at the owner's expense.*

Section 503.4.2 is hereby added to read as follows:

*503.4.2 **Prohibition on Vehicular Parking on Private Access ways.** If, in the judgment of the Fire Code Official, it is necessary to prohibit vehicular parking along private access ways serving existing facilities, buildings, or portions of buildings in order to keep them clear and unobstructed for fire apparatus access, the Fire Code Official may issue an Order to the owner, lessee or other person in charge of the premises to paint the curbs red or install signs or other appropriate notices to the effect that parking is prohibited by Order of the Fire Department. It shall thereafter be unlawful for such owner, lessee, or other person in charge of*

*the premises to fail to install, maintain in good condition, the form of notice so prescribed. When such areas are marked or signed as provided herein, no person shall park a vehicle adjacent to any such curb or in the private access way contrary to such markings or signs. Any vehicle so parked in the private access way may be towed away at the expense of the owner of the vehicle.*

Section 503.6.1 is hereby added to Chapter 5 and shall read as follows:

*503.6.1 **Width.** All gates shall open fully to provide an unobstructed passage width of not less than 16 feet or a minimum of two feet wider than the approved net clear opening of the required all weather roadway or driveway and a minimum net vertical clearance of 15 feet.*

Section 503.6.2 is hereby added to Chapter 5 and shall read as follows:

*Section 503.6.2 **Electronic Gates.** All electronic operated gates shall have installed an approved key switch override system mounted on a stanchion or wall as approved by the Chief in accordance with Standards/Policies adopted by the Fire Code Official. All electronic or motorized gates shall incorporate in their design the means for fast, effective manual operation of the gates in the event of power or mechanical failure (i.e., easily removable hinge pins for separating power linkage from gates; undercut, weakened or frangible members requiring 40 pounds or less pressure against the gates to cause their failure and the gates to open. All electrical wiring and components of motorized gates shall be UL listed and installed in accordance with the National Electric Code.*

Section 503.6.3 is hereby added to Chapter 5 and shall read as follows:

*Section 503.6.3 **Gate Setback Required.** Gates shall be set back from roadways a minimum of 30 feet or more so as not to cause cross traffic to stop or create a hazardous traffic condition on the roadway approach to the driveway.*

*Exception: The fire code official is authorized to modify the setback if fire apparatus access onto the property is not required to achieve 150-foot access to the most remote portion of the building per 503.1.1.*

Section 507.5.1 of Chapter 5 is hereby amended by deleting exceptions 1 and 2.

Section 507.5.1.1 of Chapter 5 is amended to read as follows:

*Section 507.5.1.1 **Hydrant for fire department connections.** Buildings equipped with a water-based fire protection system installed in accordance with Section 903 through 905 shall have a fire hydrant within 100 feet of the fire department connections, or as approved by the fire code official.*

Section 507.5.7 is hereby added to Chapter 5 and shall read as follows:

*Section 507.5.7 **Fire Hydrant Upgrades.** When additions or modifications to structures are made, the nearest fire hydrant (if a new one is not required) located by the Fire Code Official, shall be upgraded to the minimum standard of one 4 1/2" outlet and one 2 1/2" outlet for single family dwellings and the minimum standard of one 4 1/2" outlet and two 2 1/2" outlets for commercial structures.*

*Exception:*

- 1) If the cost of upgrading the fire hydrant exceeds 2% of the cost of the project based on the building permit valuation.*
- 2) One- and Two-family dwellings equipped throughout with an approved automatic sprinkler system that includes protection of all closets and bathrooms.*

Section 510.1 of Chapter 5 is hereby amended by deleting Exception 1.

## **CHAPTER 9** **FIRE PROTECTION AND LIFE SAFETY SYSTEMS**

Section 901.7 of Chapter 9 is hereby amended by adding the following sentence:

**Section 901.7 Systems out of Service.** Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall be either evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service. *This section shall also apply to residential fire sprinkler systems.*

Section 902.1 in Chapter 9 is hereby amended to add the following:

### **EXTERIOR WILDFIRE PROTECTION SYSTEMS**

**Section 903.2 of Chapter 9 is repealed in its entirety** *(with the exception of subsections 903.2.5, 903.2.6, 903.2.8, 903.2.11, 903.2.12, 903.2.14, 903.2.15, 903.2.16, 903.2.17, 903.2.18, 903.2.19, 903.2.20, 903.2.21 which shall remain in effect).*

Section 903.2 of Chapter 9 is hereby added to read as follows:

**Section 903.2 Where required.** *Approved automatic sprinkler systems in new and existing buildings and structures shall be provided in the locations described in this section 903.2.1 through 903.2.21.*

Section 903.2.1 through 903.2.4 of Chapter 9 are hereby added to read as follows:

*Section 903.2.1 **Required installations.** An automatic sprinkler system shall be installed and maintained in all newly constructed buildings or structures.*

**Exceptions:**

- 1. Detached pool houses, workshops, Group U private garages, barns, and similar structures, built in conjunction with existing non-sprinklered single family residences and provided the new structure is less than 1,000 square feet and is not intended for use as a dwelling unit.*
- 2. Detached non-combustible, limited combustible, or fire-retardant treated wood canopies.*
- 3. Group B or M occupancies less than 1000 square feet.*
- 4. Detached restroom facilities associated with golf courses, ball fields, parks and similar uses as approved by the Fire Code Official.*
- 5. Agricultural buildings as defined in Appendix C of the Building Code and not exceeding 2000 square feet, having clear unobstructed side yards free of combustible materials, exceeding 60 feet in all directions and not exceeding 25 feet in height, located within an agricultural zoned district as defined in the Marin County Planning Code.*

*Section 903.2.2 **Additions and Alterations.** An automatic sprinkler system shall be installed in all buildings in excess of 3,000 sq. ft. which have ten per cent (10%) or more floor area added within any 36-month period.*

*Exception: R-3 occupancies. See 903.2.3.*

*Section 903.2.2.1 **Substantial Remodel.** An automatic sprinkler system shall be installed in all buildings which have fifty per cent (50%) or more floor area added, or any “substantial remodel” as defined in this code, within any 36-month period.*

*Section 903.2.3 **Group R-3.** An automatic sprinkler system installed in accordance with Section 903.3.1.3 shall be permitted in Group R-3 occupancies and shall be provided throughout all one- and two-family dwellings regardless of square footage in accordance with the-California Residential Code. An automatic sprinkler system shall be installed in all mobile homes, manufactured homes and multi-family manufactured homes with two or more dwelling units in accordance with Title 25 of the California Code of Regulations.*

*Section 903.2.4 **Change of Occupancy or Use.** For any change of occupancy or use, when the proposed new occupancy classification is more hazardous based on a fire and life safety evaluation by the Fire Code Official, including but not limited to conversion of buildings to single family residences, accessory dwelling units, bed and breakfast, inns, lodging houses or congregate residences or other similar uses, an automatic sprinkler system shall be installed throughout.*

Section 903.3.9 of Chapter 9 is hereby amended by replacing item 2 with the following:

*Section 903.3.9 **Floor control valves.** Floor control valves and waterflow detection assemblies shall be installed at each floor where any of the following occur:*

- 1. Buildings where the floor level of the highest story is located more than 30 feet above the lowest level of fire department vehicle access.*
- 2. Buildings that are two or more stories in height.*
- 3. Buildings that are two or more stories below the highest level of fire department vehicle access.*

***Exception:** Group R-3 and R-3.1 occupancies floor control valves and water flow detection assemblies shall not be required.*

Section 903.6.1 of Chapter 9 is hereby added and shall read as follows:

*Section 903.6.1 **Application.** In all existing buildings, when the addition of automatic fire sprinklers are required by the provisions of this code, automatic fire sprinklers shall be extended into all unprotected areas of the building.*

Section 907.2.13.1.2 of Chapter 9 is hereby amended by adding new subsection 3 to read as follows:

- 4. Duct smoke detectors shall be capable of being reset by a readily accessible, remote push button or key activated switch as approved by the Fire Code Official.*

Section 907.6.6 is hereby amended to read as follows:

*Section 907.6.6 **Monitoring.** New and upgraded fire alarm systems required by this chapter or by the California Building Code shall be monitored by an approved Central Station in accordance with NFPA 72 and this section.*

***Exception:** Monitoring by central station is not required for:*

1. *Single- and multiple-station smoke alarms required by Section 907.2.11.*
2. *Group I-3 occupancies shall be monitored in accordance with Section 907.2.6.3.*
3. *Automatic sprinkler systems in one- and two-family dwellings.*

Section 907.8.5 of Chapter 9 is hereby added and shall read as follows:

*Section 907.8.5 **Smoke Alarm Documentation.** The owner and/or operator of every Group R Division 1, Division 2, Division 3.1, and Division 4 Occupancies shall annually provide the Fire Code Official with written documentation that the smoke alarms installed pursuant to the Building Code have been tested and are operational. If alarms are found to be inoperable or are missing, such alarms shall be repaired or replaced immediately.*

Section 918 of Chapter 9 is hereby added and shall read as follows:

## **SECTION 918 EXTERIOR WILDFIRE PROTECTION SYSTEMS**

Section 918.1 of Chapter 9 is hereby added and shall read as follows:

*Section 918.1 **General.** Exterior Wildfire Protection Systems shall comply with this section.*

Section 918.2 of Chapter 9 is hereby added and shall read as follows:

*Section 918.2 **Construction documents.** Documentation of the system shall be submitted per 901.2.*

Section 918.3 of Chapter 9 is hereby added and shall read as follows:

*Section 918.3 **Permits.** Permits shall be required as set forth in section 901.3*

## **CHAPTER 11 CONSTRUCTION REQUIREMENTS FOR EXISTING BUILDINGS**

Section 1103.1 of Chapter 11 is hereby amended to read as follows:

**Section 1103.1 Required Construction.** Existing buildings shall comply with not less than the minimum provisions specified in Table 1103.1 and as further enumerated in Sections 1103.2, 1103.7 through 1103.8.5.3, 1103.9.1, and 1103.10.

The provisions of this chapter shall not be constructed to allow the elimination of fire protection systems or a reduction in the level of fire safety provided in buildings constructed in accordance with previously adopted codes.

Sections 1103.2 Item #1 is deleted.

Sections 1103.3 through 1103.6.2 are deleted.

Sections 1103.9 is deleted.

Sections 1104 and 1105 are deleted.

## **CHAPTER 12** **ENERGY SYSTEMS**

Section 1201.4 of Chapter 12 is hereby added and shall read as follows:

*Section 1201.4 **Construction Documents.** A scaled and dimensioned site plan showing the location of all energy systems, property lines, buildings, service and electrical panels, transfer switches, disconnects, underground wiring and piping, fuel type and piping, map placard and signage. Site Plan shall clearly designate property frontage for viewer orientation.*

Section 1201.5 of Chapter 12 is hereby added and shall read as follows:

*Section 1201.5 **Signs and Labels.** Caution signs or labels are required to identify the quantity and type of additional power source(s) located on site. Signs shall be required at the main service panel, and on disconnect equipment. Additional locations may be required by the fire code official.*

Section 1201.6 of Chapter 12 is hereby added and shall read as follows:

*Section 1201.6 **Disconnect.** An approved and readily accessible independent and clearly labeled single exterior disconnect shall be located prior to any load/service panel and installed as close as possible to the main service panel or as approved by the fire code official. Integrated equipment toggle, rocker, or electronic switches shall not be utilized as an independent disconnects.*



Section 1201.7 of Chapter 12 is hereby added and shall read as follows:

*Section 1201.7 **Operational Testing.** New installations shall be tested for complete power and energy system shutdown. A normal power failure shall be simulated by closing the main service breaker supplying normal power to the building. Upon transfer from main power to alternate power source(s), the single disconnect(s) shall be used to disconnect alternate power from all alternate energy sources. A successful result of the shutdown test shall include termination of all alternate energy power sources serving the building (i.e., main service, photovoltaic system, energy storage systems, and generators, when installed).*

Section 1202.1 in Chapter 12 is hereby amended to add the following:

**HOME BACKUP GENERATOR**

Section 1208 of Chapter 12 is hereby added and shall read as follows:

**SECTION 1208  
HOME BACKUP GENERATOR**

Section 1208.1 of Chapter 12 is hereby added and shall read as follows:

*Section 1208.1 **General.** The use, operation, and maintenance of home backup generators in Group R-3 and R-4 occupancies shall comply with this section.*

Section 1208.2 of Chapter 12 is hereby added and shall read as follows:

*Section 1208.2 **Use.** Home backup generators shall be installed in accordance with the California Building Code, the California Electrical Code, NFPA 110.*

Section 1208.3 of Chapter 12 is hereby added and shall read as follows:

*Section 1208.3 **Permits.** Permits shall be obtained for Home Backup Generators as set forth in Section 105.*

Section 1208.4 of Chapter 12 is hereby added and shall read as follows:

*Section 1208.4 **Installation.** Home backup generators shall be installed in accordance with the California Building Code, the California Electrical Code, NFPA 110.*

Section 1208.5 of Chapter 12 is hereby added and shall read as follows:

*Section 1208.5 **Listing.** Home backup generators shall be listed and labeled in accordance with UL 2200.*

Section 1208.6 of Chapter 12 is hereby added and shall read as follows:

*Section 1208.6. **Maintenance.** Home backup generators shall be operated and maintained in accordance with the manufacturer's instructions.*

**CHAPTER 26**  
**FUMIGATION AND INCECTICIDAL FOGGING**

Chapter 26 is deleted in its entirety.

**CHAPTER 33**  
**FIRE SAFETY DURING CONSTRUCTION**

Section 3314.3 of Chapter 33 is amended by adding the following to the end of the exception:

**Exception:** Standpipes shall be either temporary or permanent in nature, and with or without a water supply, provided that such standpipes comply with the requirements of Section 905 as to capacity, outlets, and materials, *as approved by the Fire Code Official.*

Section 3315.3 in Chapter 33 is added to read as follows:

*Section 3314.3 **Where required.** In buildings of combustible construction required to have automatic sprinkler system by Section 903, automatic sprinkler system shall be installed prior to construction exceeding two stories in height above the lowest level of fire department vehicle access. Such automatic sprinkler system shall be extended as construction progresses to within one floor of the highest point of construction having secured decking or flooring.*

Section 3315.4 of Chapter 33 is added to read as follows:

*Section 3314.4 **Buildings being demolished.** Where a building is being demolished and an automatic sprinkler system is existing within such a building, such automatic sprinkler system shall be maintained in an operable condition so as to be available for use by the fire department. Such automatic sprinkler system shall be demolished with the building but shall not be demolished more than one floor below the floor being demolished.*

Section 3315.5 of Chapter 33 is added to read as follows:

*Section 3314.5 **Detailed requirements.** Automatic sprinkler systems shall be installed in accordance with the provisions of Section 903.*

**CHAPTER 36**  
**MARINAS**

Section 3603.6.1 of Chapter 36 is added to read as follows:

*Section 3603.6.1 **Width.** A minimum width of 36" shall remain unobstructed on all docks serving more than two vessels.*

Section 3603.6.2 of Chapter 36 is added to read as follows:

*Section 3603.6.2 **Storage.** Storage on docks shall be approved by the fire code official.*

Section 3603.8 of Chapter 36 is added to read as follows:

*Section 3603.8 **Lighting.** Electrical lighting shall be provided to ensure adequate illumination of all exterior areas, piers, and floats.*

Section 3603.9 of Chapter 36 is added to read as follows:

*Section 3603.9 **When Required.** The requirements in 3603.6.1 and 3603.6.2 and 3603.8 shall be applied retroactively to all marinas within six months of the adoption of this code.*

**CHAPTER 39**  
**PLANT PROCESSING AND EXTRACTION FACILITIES**

Section 3901.1.1 OF Chapter 39 is added to read as follows:

***Section 3901.1.1 Marijuana growing, processing, or extraction facilities.*** *Marijuana growing, processing and extraction facilities shall be designed and constructed in accordance with this chapter and NFPA 1, Chapter 38 as amended in Chapter 80.*

**CHAPTER 49**  
**REQUIREMENTS FOR WILDLAND-URBAN INTERFACE FIRE AREAS**

Section 4902.1 of Chapter 49 is amended to read as follows:

**FIRE PROTECTION PLAN.** *A document prepared for a specific project or development proposed for construction and development in areas designated as Wildland-Urban Interface (WUI), and/or Moderate, High, or Very High Fire Hazard Severity Zone. It describes ways to minimize and mitigate potential for loss from wildfire exposure.*

**WILDLAND-URBAN INTERFACE FIRE AREA.** *A geographical area identified by the Inverness Public Utility District as a “Fire Hazard Severity Zone” in accordance with the Public Resources Code, Sections 4201 through 4204, and Government Code, Sections 51175 through 51189, or other areas designated by the enforcing agency to be at a significant risk from wildfires as designated on the map titled Wildland-Urban Interface Fire Area, dated May 17, 2019.*

Section 4903.2.1 of Chapter 49 is amended to read as follows:

**Section 4903.2.1.1 Preliminary fire protection plan.** *When a preliminary fire protection plan is submitted, it shall include, at a minimum, the following:*

- 1) *Total size of the project.*
- 2) *Information on the adjoining properties on all sides, including current land uses, and if known, existing structures and densities, planned construction, natural vegetation, environmental restoration plans, roads, and parks.*
- 3) *A map with all project boundary lines, property lines, slope contour lines, proposed structure foundation footprints, and proposed roads and driveways. The map shall identify project fuel modification zones and method of identifying the fuel modification zone boundaries.*
- 4) *The map shall include all existing emergency water supplies.*

Section 4903.2.2 of Chapter 49 is amended to include the following:

**The final fire protection plan shall include items listed in Section 4903.2.1.1 and the following:**

- 1) A map identifying all proposed plants in the fuel modification zones with a legend that includes a symbol for each proposed plant species. The plan shall include specific information on each species proposed, including but not limited to:
  - (a) The plant life-form.

- (b) The scientific and common name; and
- (c) The expected height and width for mature growth.
- 2) Identification of irrigated and non-irrigated zones.
- 3) Requirements for vegetation reduction around emergency access and evacuation routes.
- 4) Identification of points of access for equipment and personnel to maintain vegetation in common areas.
- 5) Legally binding statements regarding community responsibility for maintenance of fuel modification zones.
- 6) Legally binding statements to be included in covenants, conditions and restrictions regarding property owner responsibilities for vegetation maintenance
- 7) Identify the location of fire protection systems or equipment.
- 8) Identify any power sources, meters, and shutdowns.

Section 4906.2 of Chapter 49 is amended to read as follows:

*Section 4906.2 **Application.** Buildings and structures located in any Fire Hazard Severity Zone or any Wildland-Urban Interface (WUI) Fire Area designated by the enforcing agency shall maintain the required hazardous vegetation and fuel management per Sections 4906.3 through 4906.5.3.*

Section 4906.3 of Chapter 49 is amended to read as follows:

*Section 4906.3. **Vegetation Management Plan.** A Vegetation Management plan shall be required for new construction, substantial remodels, and landscape modifications including new plantings, modifications to existing plantings, and/or excavation.*

Section 4906.3.1 of Chapter 49 is deleted in its entirety.

Section 4906.4.2.1 of Chapter 49 is amended to read as follows:

*Section 4906.4.2.1 **Tree Planting.** New trees classified as fire-resistant vegetation shall be permitted provided the tree is planted and maintained so that the tree's drip line at maturity is a minimum 5 feet (9144 mm) from any combustible structure.*

Section 4907.2 of Chapter 49 is amended to read as follows:

*Section 4907.2 **Application.** Buildings and structures located in any Fire Hazard Severity Zone, or any Wildland-Urban Interface (WUI) Fire Area designated by the enforcing agency shall maintain the required hazardous vegetation and fuel management:*

Section 4907.4 of Chapter 49 is hereby added and shall read as follows:

*Section 4907.4 **Fire Hazard Reduction.** Any person who owns, leases, controls, or maintains any building or structure, vacant lands, open space, and/or lands within specific Wildland Urban Interface areas of the jurisdiction of the (Jurisdiction/District), shall comply with the following:*

- 1. Cut and remove all hazardous vegetation and ground coverings within 100 feet of structures, up to 200 feet when topographic or combustible vegetative types necessitate removal as determined by the Fire Code Official.*
- 2. Remove accumulated dead vegetation on the property.*
- 3. Cut and remove tree limbs that overhang wood decks and roofs.*
- 4. Remove that portion of any tree which extends within 10 feet of any chimney or stovepipe, roof surfaces and roof gutters*
- 5. Clean any leaves and needles from roof and gutters.*
- 6. Cut and remove growth less than 3-inches in diameter, from the ground up to a height of 10 feet, provided that no crown shall be raised to a point so as to remove branches from more than the lower one-third of the tree's total height.*
- 7. Ladder fuels shall be removed within 30 feet of the structure.*
- 8. When required by the Fire Code Official, cut, and remove trees that are 6" of diameter or less at breast height, or four feet, six inches above ground, to achieve canopy separation within 30 feet of the structure.*
- 9. Vegetation clearance requirements for new construction and substantial remodels in Wildland-Urban Interface Areas shall be in accordance with the 2021 International Wildland-Urban Interface Code, as amended by the Inverness Public Utility District.*

*EXCEPTION 1: When approved by the Fire Code Official, single specimens of trees, ornamental shrubbery or similar plants, or plants used as ground covers, provided that they do not form a means of rapidly transmitting fire from the native growth to any structure.*

*EXCEPTION 2: When approved by the Fire Code Official, grass and other vegetation located more than 30 feet (9144 mm) from buildings or structures less than 18 inches (457 mm) in height above the ground need not be removed where necessary to stabilize soil and prevent erosion.*

Section 4907.5 of Chapter 49 is hereby added and shall read as follows:

*Section 4907.5 **Fire Hazard Reduction from Roadways.** The Fire Code Official is authorized to cause areas within 10 feet (3048 cm) on each side of portions of highways, fire apparatus access roads (improved or unimproved), and driveways (improved or unimproved), which are improved, designed, or ordinarily used for vehicular traffic to be cleared of flammable vegetation and other combustible growth. Corrective action, if necessary, shall be the same as the actions required in section 4907.4. The Fire Code Official is authorized to enter upon private property to carry out this work.*

*EXCEPTION 1: When approved by the Fire Code Official, single specimens of trees, ornamental shrubbery or similar plants, or plants used as ground covers, provided that they do not form a means of rapidly transmitting fire from the native growth to any structure.*

## **CHAPTER 56** **EXPLOSIVES AND FIREWORKS**

Section 5601.1.3 of Chapter 56 Exceptions 1, 2, and 4 are hereby deleted.

Section 5608.1.2 of Chapter is added to read as follows:

*Section 5608.1.2 **Permit required.** A permit shall be obtained from the fire code official in accordance with Section 105.6 prior to the performance of any firework display. Application for such approval shall be made in writing no less than twenty (20) days prior to the proposed display. The application shall be considered and acted upon by the fire code official or authorized designee pursuant to this Chapter and Title 19, Chapter 6, Article 3 - Licenses of the California Code of Regulations. Any permit for a fireworks display may be suspended or revoked at any time by the Fire code official or authorized designee.*

Section 5608.2 of Chapter 56 is added to read as follows:

*Section 5608.2 **Limitations.** Possession, storage, offer or expose for sale, sell at retail, gift or give away, use, explode, discharge, or in any manner dispose of fireworks is prohibited within the limits established by law as the limits of the districts in which such possession, storage, offer or exposure for sale, retail sale, gifting, use, explosion, discharge, or disposal of fireworks is prohibited in any area as established by applicable land-use and zoning standards.*

**Exception:** *Firework displays authorized pursuant to section 5608.1 for which a permit has been issued.*

**CHAPTER 80**  
**REFERENCED STANDARDS**

*California Fire Code, Chapter 80 is amended as follows:*

**NFPA 1: Fire Code**

*Add Chapter 38: Cannabis Growing, Processing, or Extraction Facilities.*

**NFPA 13-22: Standard for the installation of Sprinkler Systems**

*\*NFPA 13, Amended Sections as follows:*

*Revise Section 29.4.1 as follows:*

29.4.1 The installing contractor shall identify a hydraulically designed sprinkler system with permanently *raised, stamped, or etched* marked weatherproof metal or ridged plastic sign secured with corrosion resistant wire, chain, or other approved means. Such signs shall be placed at the alarm valve, dry pipe valve, pre-action valve, or deluge valve supplying the corresponding hydraulically designed area. *Pipe schedule systems shall be provided with a sign indicating that the system was designed and installed as a pipe schedule system and the hazard classification(s) included in the design.*

303-21: Fire Protection Standard for Marinas and Boatyards

**APPENDIX B**  
**FIRE-FLOW REQUIREMENTS FOR BUILDINGS**

California Fire Code, Appendix B Table B105.1(1) is amended to read as follows:

**TABLE B105.1(1)**  
**REQUIRED FIRE-FLOW FOR ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES**

<b>FIRE-FLOW CALCULATION AREA (square feet)</b>	<b>AUTOMATIC SPRINKLER SYSTEM (Design Standard)</b>	<b>MINIMUM FIRE-FLOW (gallons per minute)</b>	<b>FLOW DURATION (hours)</b>
0-3,600	No automatic sprinkler system	500	1
3,601 and greater	No automatic sprinkler system	Value in Table B105.1(2)	Duration in Table B105.1(2) at The required fire-flow rate
0-3,600	Section 903.3.1.3 of the <i>California Fire Code</i> or Section 313.3 of the <i>California Residential Code</i>	500	1



3,601 and greater	Section 903.3.1.3 of the <i>California Fire Code</i> or Section 313.3 of the <i>California Residential Code</i>	½ value in Table B105.1(2) <sup>a</sup>	Duration in Table B105.1(2) at The required fire-flow rate
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For SI: 1 square foot = 0.0929 m<sup>2</sup>, 1 gallon per minute = 3.785 L/m.

a. The reduced fire-flow shall be not less than 1,500 gallons per minute.

Appendix B Table B105.2 is amended to read as follows:

**TABLE B105.2  
REQUIRED FIRE-FLOW FOR BUILDINGS OTHER THAN ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES**

<b>AUTOMATIC SPRINKLER SYSTEM (Design Standard)</b>	<b>MINIMUM FIRE-FLOW (gallons per minute)</b>	<b>FLOW DURATION (hours)</b>
No automatic sprinkler system	Value in Table B105.1(2)	Duration in Table B105.1(2)
Section 903.3.1.1 of the <i>California Fire Code</i>	50% of the value in Table B105.1(2) <sup>a</sup>	Duration in Table B105.1(2) at the reduced flow rate
Section 903.3.1.2 of the <i>California Fire Code</i>	50% of the value in Table B105.1(2) <sup>a</sup>	Duration in Table B105.1(2) at the reduced flow rate

For SI: 1 gallon per minute = 3.785 L/m.

a. The reduced fire-flow shall be not less than 1,500 gallons per minute.

**APPENDIX C**  
**FIRE HYDRANT LOCATIONS AND DISTRIBUTION**

Section C103.1 of Appendix C is amended to read as follows:

Section C103.1 **Hydrant spacing.** Fire apparatus access roads and public streets providing required access to buildings in accordance with Section 503 of the *California Fire Code* shall be provided with one or more fire hydrants, as determined by Section C102.1. Where more than one fire hydrant is required, the distance between required fire hydrants shall be *approved by the fire code official*.

Section C103.2 of Appendix C is deleted.

Section C103.3 of Appendix C is deleted.

**INTERNATIONAL WILDLAND-URBAN INTERFACE**  
**APPENDIX A**

Section A104.7.2 of Appendix A of the International Wildland-Urban Interface Code is amended to read as follows:

*Section A104.7.2 **Permits.** The Fire Code Official is authorized to stipulate conditions for permits. Permits shall not be issued when public safety would be at risk, as determined by the Fire Code Official.*

Section A104.11 of Appendix A of the International Wildland-Urban Interface Code is hereby added and shall read as follows:

*Section A104.11 – **Tracer Bullets, Tracer Charges, Rockets and Model Aircraft.** Tracer bullets and tracer charges shall not be possessed, fired, or caused to be fired into or across hazardous fire areas. Rockets, model planes, gliders and balloons powered with an engine, propellant, or other feature liable to start or cause a fire shall not be fired or projected into or across hazardous fire areas.*

Section A104.12 of Appendix A of the International Wildland-Urban Interface Code is hereby added and shall read as follows:

*Section A104.12 **Explosives and Blasting.** Explosives shall not be possessed, kept, stored, sold, offered for sale, given away, used, discharged, transported, or disposed of within hazardous fire areas except by permit from the Fire Code Official.*

Section A104.13 of Appendix A of the International Wildland-Urban Interface Code is hereby added and shall read as follows:

*Section A104.13 **APIARIES.** Lighted or smoldering material shall not be used in connection with smoking bees in or upon hazardous fire areas except by permit from the Fire Code Official.*

The following table provides code sections that have been modified pursuant to this Ordinance, due to local climatic, geological, and topographical reasons.

CA Fire Code Section Number Local followed by corresponding climatic, geological and topographical condition findings as set forth above:

<del>202</del>	<del>1e, 2a, 2b, 2d, 2e, 2f</del>
<del>321.1 – 321.4</del>	<del>2b, 2d, 2e, 2g</del>
<del>401.1.1</del>	<del>2c, 2d, 2e, 2g</del>
<del>401.3.2.2</del>	<del>2a, 2c, 2d, 2e, 2g</del>
<del>403.1.1</del>	<del>2a, 2b, 2c, 2d, 2e, 2g</del>
<del>403.10.1.4</del>	<del>2a, 2b, 2c, 2d, 2e, 2g</del>
<del>503.1</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>503.1.4</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>503.1.5</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>503.2.6.1</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>503.4</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>503.4.2</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>503.6.1</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>503.6.2</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>507.5.1</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>507.5.1.1</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>507.5.7</del>	<del>2a, 2c, 2d, 2e, 2f, 2g</del>
<del>510.1</del>	<del>2a, 2b, 2c, 2d, 2g</del>
<del>903.2.1 – 903.2.4</del>	<del>2a, 2b, 2c, 2d, 2e, 2g</del>
<del>903.3.9</del>	<del>2a, 2b, 2c, 2d, 2e, 2g</del>
<del>903.6.1</del>	<del>2a, 2b, 2c, 2d, 2e, 2g</del>
<del>907.6.6</del>	<del>2a, 2b, 2c, 2d, 2e, 2g</del>
<del>912.2</del>	<del>2a, 2b, 2c, 2d, 2e, 2g</del>
<del>3313.3</del>	<del>2a, 2b, 2c, 2d, 2g</del>
<del>3314.3</del>	<del>2a, 2b, 2c, 2d, 2g</del>
<del>3314.4</del>	<del>2a, 2b, 2c, 2d, 2g</del>
<del>4902.1</del>	<del>1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2g</del>
<del>4906.2</del>	<del>1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2g</del>
<del>4907.1 – 4907.2</del>	<del>1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2g</del>
<del>4908</del>	<del>1a, 1c, 2a, 2b, 2c, 2d, 2g</del>
<del>5608.1.2 – 5608.2</del>	<del>2a, 2c, 2d, 2e, 2g</del>
<del>Appendix B</del>	<del>2a, 2b, 2c, 2d, 2e, 2f, 2g</del>

<del>101.1</del>	
<del>102.5</del>	
<del>102.7.3</del>	
<del>104.1.1</del>	
<del>104.13</del>	
<del>105.5</del>	
<del>105.5.55</del>	
<del>105.6</del>	
<del>105.6.25</del>	
<del>112.4</del>	
<del>112.4.2</del>	
<del>115-202</del>	
302.1	2b, 2d, 2e, 2g
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324	2b, 2d, 2e, 2g
401.1.1	2c, 2d, 2e, 2g
401.3.2.1-401.3.2.2	2a, 2c, 2d, 2e, 2g
402.1 -403.1.1	
403.9.1.4	2a, 2b, 2c, 2d, 2e, 2g
502.1	2a, 2c, 2d, 2e, 2f, 2g
503.1. 503.1.4 - 503.1.5	2a, 2c, 2d, 2e, 2f, 2g
503.2.1.	2a, 2c, 2d, 2e, 2f, 2g
503.2.6.1.	2a, 2c, 2d, 2e, 2f, 2g
503.4-503.4.2	2a, 2c, 2d, 2e, 2f, 2g
503.6.1-503.6.3	2a, 2c, 2d, 2e, 2f, 2g
507.5.1-507.5.1.1	2a, 2b, 2c, 2d, 2g
507.5.7	2a, 2b, 2c, 2d, 2g
510.1	2a, 2b, 2c, 2d, 2g
901.7	2a, 2b, 2c, 2d, 2e, 2g
902.1	2a, 2b, 2c, 2d, 2e, 2g
903.2 - 903.2.1	2a, 2b, 2c, 2d, 2e, 2g
903.3.9	2a, 2b, 2c, 2d, 2e, 2g
903.6.1	2a, 2b, 2c, 2d, 2e, 2g
906.11	2a, 2b, 2c, 2d, 2e, 2g
907.2.13.1.2	2a, 2b, 2c, 2d, 2e, 2g
907.6.6	2a, 2b, 2c, 2d, 2e, 2g
907.8.5	2a, 2b, 2c, 2d, 2e, 2g
918	
1103.1	
1103.2	
1103.3 -1103.6.2	
1103.9	
1104 -1105	

1201.4-1201.7	
1202.1	
1208 -1208.6	
Chapter 26	
3314.3- 3315.5	2a, 2b, 2c, 2d, 2g
3603.6.1-3603.6.2	
3603.8 - 3603.9	
<b>3901.1.1</b>	
4902.14903.2.1 - 4903.2.2	1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2g
4906.2	1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2g
4906.3 -4906.3.1.	1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2g
4906.4.2.1	1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2g
4907.2-4907.5	1a, 1b, 1c, 1d, 1e, 2a, 2b, 2c, 2d, 2g
5601.1.3	2a, 2c, 2d, 2e, 2g
5608.1.2-5608.2	2a, 2c, 2d, 2e, 2g
Appendix B	2a, 2b, 2c, 2d, 2e, 2f, 2g
IWUI Appendix A	

**SECTION 12. AUTHORITY TO ARREST AND ISSUE CITATIONS**

(a) The Fire Chief, Chief Officers, shall have authority to arrest or to cite any person who violates any provision of this Chapter involving the Fire Code or the California Building Standards Code regulations relating to fire and panic safety as adopted by the State Fire Marshal, in the manner provided for the arrest or release on citation and notice to appear with respect to misdemeanors or infractions, as prescribed by Chapters 5, 5c and 5d of Title 3, Part 2 of the California Penal Code, including Section 853.6, or as the same hereafter may be amended.

(b) It is the intent of the Board of Directors of the Inverness Public Utility District that the immunities provided in Penal Code Section 836.5 be applicable to aforementioned officers and employees exercising their arrest or citation authority within the course and scope of their employment pursuant to this Chapter.

**SECTION 13. PENALTIES**

(a) The violations of the Fire Code as adopted herein are misdemeanors/infractions and are subject to the penalties set forth herein.

(b) If a criminal citation is issued, penalties shall be per Section 109 of the California Fire Code and, 109.3, or 111.4 of Section 11 of this ordinance. If an administrative citation is issued, the penalties are as follows:

(c) The first citation, within a 12-month period, for violations of the Fire Code and any amendments adopted herein shall be treated as a Civil Penalty payable directly to the Inverness Public Utility District and is set at \$150 plus the actual costs of all inspections required to gain compliance at the rate set from time to time by the Inverness Public Utility District. Said civil penalties shall be a debt owed to the District by the person responsible for the violation within thirty (30) days after the date of mailing of the citation unless an appeal is filed as provided in Section 14. Upon failure to pay the civil penalty when due, the responsible person shall be liable in a civil action brought by the Inverness Public Utility District for such civil penalty and costs of the litigation, including reasonable attorney's fees.

(d) Any subsequent citations within a twelve (12) month period for any violations of the Fire Code and any amendments adopted herein shall be misdemeanors/infractions and shall be subject to the penalties set forth herein.

(e) The imposition of one penalty for any violation shall not excuse the violation or permit it to continue and all such persons shall be required to correct or remedy such violations or defects within a reasonable time and, when not otherwise specified each day that a violation occurs or continues, after a final notice has been delivered shall constitute a separate offense. The application of both penalties shall not be held to prevent the enforced correction of prohibited conditions.

(f) Nothing contained in Subsections (a) through (f) of this Section shall be construed or interpreted to prevent the Inverness Public Utility District from recovering all costs associated with Inverness Volunteer Fire Department response as described in Section 104.12 of the 2022 International Fire Code as amended.

(g) Any violation of any provision of this Chapter shall constitute a public nuisance and shall entitle the Inverness Public Utility District to collect the costs of abatement and related administrative costs by a nuisance abatement lien as more particularly set forth in Government Code Section 38773.1, and by special assessment to be collected by the County Tax Collector as more particularly set forth in Government Code Section 38773.5. At least thirty (30) days prior to recordation of the lien, or submission of the report to the Tax Collector for collection of this special assessment, the record owner shall receive notice from the Chief of the Inverness Volunteer Fire Department with the intent to charge the property owner for all administrative costs associated with enforcement of this Ordinance and abatement of the nuisance. The notice shall

include a summary of costs associated with enforcement of this Ordinance and abatement of the nuisance. The property owner may appeal the Chief's decision to the Board of Directors of the Inverness Public Utility District within fifteen (15) days of the date of the notice and request a public hearing prior to recordation of the lien or submission of the report to the County Tax Collector for collection of the special assessment. In addition to the foregoing, the Inverness Public Utility District is authorized to prosecute a civil action to collect such abatement costs from the property owner or other person in possession or control of the affected property, and shall be entitled to recover such abatement costs, together with the cost of litigation, including reasonable attorney's fees. The provisions of this section shall also apply to corrective actions for the clearance of brush or vegetative growth from structures as outlined in section 109.3.2.

#### **SECTION 14. APPEALS**

(a) Any person receiving a citation for a civil penalty pursuant to Subsection (b) of Section 13 or a bill for Inverness Public Utility District response costs and expenses pursuant to Section 104.12 of the Fire Code, may file within thirty (30) days after the date of mailing the citation or bill, an administrative appeal against imposition of the civil penalty or response costs and expense. The appeal shall be in writing and filed with the Fire Chief and shall include a copy of the bill and statement of the grounds for appeal. The Fire Chief shall conduct an administrative hearing on the appeal, after giving the appellant at least ten (10) days' advance written notice of the time and place of the hearing. Within ten (10) days after the hearing the Chief shall give written notice of the decision to the appellant, which decision shall be final. If the appeal is denied in part or full, all amounts due shall be paid within thirty (30) days after the mailing of the notice of the decision of the hearing officer.

(b) Whenever the Chief shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the Chief to the Board of Directors of the Inverness Public Utility District within 10 days from the date of the decision. The provision of this section shall not apply to corrective actions for the clearance of brush or vegetative growth from structures as outlined in various sections of this Code, or to matters for which an appeal is provided pursuant to Section 14 (a) above.

#### **SECTION 15 FORMER ORDINANCES**

All former ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance or the Code hereby adopted are hereby repealed.

## **SECTION 16     VALIDITY**

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The Board of Directors of the Inverness Public Utility District hereby declares that it would have adopted the Ordinance and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases shall be declared invalid.

## **SECTION 17     ORDINANCE PUBLICATION AND EFFECTIVE DATE**

A certified copy of the full text of this Ordinance shall be posted in the office of the District Clerk at least five (5) days prior to the Board of Directors' meeting at which it is adopted.

This Ordinance shall be and hereby is declared to be in full force and effect as of thirty (30) days from and after the date of its adoption. The Clerk of the Board shall cause a summary of this Ordinance to be published in a newspaper of general circulation in the District at least one (1) week before the expiration of said thirty (30) days and shall also cause copies of the summary of this Ordinance to be posted in at least three (3) public places in the District for the said thirty (30) days, and said publication and said posted copies shall show the names of the Directors voting for and against adoption of this Ordinance.

## **SECTION 18     CALIFORNIA ENVIRONMENTAL QUALITY ACT**

The Board of Directors of the Inverness Public Utility District finds that adoption of this ordinance is exempt from the California Environmental Quality Act ("CEQA") under California Code of Regulations, Title 14, § 15061(b)(3).

Within fifteen (15) days after adoption, the Inverness Public Utility District Clerk shall also post in the office of the District Clerk, a certified copy of the full text of this Ordinance along with the names of those Board of Directors members voting for and against the Ordinance.

**PASSED AND ADOPTED** by the Board of Directors of the Inverness Public Utility District. on the 26th day of October 2022, by the following vote:



AYES:

NOES:

ABSTAIN:

ABSENT:

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Kenneth J. Emanuels, President  
Inverness Public Utility District

Attest:

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Shelley Redding, Clerk of the Board



Inverness Public Utility District  
Board Meeting October 26, 2022

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## Agenda Item No. 11

### **Review and Approve Cal WARN Membership**



*Inverness Public Utility District*

## **Board Agenda Item Staff Report**

Subject: California Water/ Wastewater Agency Response Network (CalWARN) Membership for Inverness Public Utility District  
Meeting Date: October 26, 2022  
Date Prepared: October 17, 2022  
Prepared by: Shelley Redding, General Manager  
Attachments: CalWARN Articles of Agreement, CalWARN Signatory Agreement

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**Recommended Action: Adopt and Approve the CalWARN 2007 Omnibus Mutual Assistance Agreement**

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The mission of the California Water/Wastewater Agency Response Network (CalWARN) is to support and promote statewide emergency preparedness, disaster response, and mutual assistance processes for public and private water and wastewater utilities. Resources are available by using the CalWARN Web Portal to enhance preparedness by providing tools and proven practices that can enhance readiness.

The CalWARN Web portal provides it's Signatories with information about available tools and how they can be used for emergencies and disasters before, during and after these events occur.

The CalWARN Program provides its member utilities with:

- A standard omnibus mutual assistance agreement and process for sharing emergency resources among Signatories statewide.
- The resources to respond and recover more quickly from a disaster.
- A mutual assistance program consistent with other statewide mutual aid programs and the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).
- A forum for developing and maintaining emergency contacts and relationships.
- New ideas from lessons learned in disasters.

Joining this network will enhance the resources and mutual aid assistance for the District in the event of an emergency.

Staff recommends that the District approve the CalWARN Omnibus Mutual Assistance Agreement.



1 **Articles of Agreement**  
2 **California Water/Wastewater Agency Response Network**  
3 **WARN 2007 Omnibus Mutual Assistance Agreement**  
4

5 This AGREEMENT is made and entered into by those water and wastewater utilities which have  
6 adopted and signed this agreement to provide mutual assistance in times of emergency in  
7 accordance with the California Emergency Services Act and the California Disaster and Civil  
8 Defense Master Mutual Aid Agreement; and to provide reimbursement for equipment, supplies  
9 and personnel made available on an emergency basis.

10  
11 All of said water and wastewater utilities being herein referred to collectively as "the parties."  
12

13 In consideration of the mutual covenants and agreements hereinafter set forth, the parties agree  
14 to provide mutual assistance to one another in times of emergency as follows:  
15

16  
17 **ARTICLE I.**  
18 **PURPOSE**  
19

20 Recognizing that emergencies may require assistance in the form of personnel, equipment, and  
21 supplies from outside the area of impact, the signatory utilities hereby establish an Intrastate  
22 Program for Mutual Aid and Assistance. Through the Mutual Aid and Assistance Program,  
23 Members coordinate response activities and share resources during emergencies. This  
24 Agreement sets forth the procedures and standards for the administration of the Intrastate  
25 Mutual Aid and Assistance Program and is available to all water and wastewater utilities, public  
26 and private, in the State of California.  
27

28  
29 **ARTICLE II.**  
30 **DEFINITIONS**  
31

- 32 A. **Authorized Official** – An employee or officer of a Member who is authorized to: (1) request  
33 assistance; (2) offer assistance; (3) refuse to offer assistance or (4) withdraw assistance  
34 under this.  
35
- 36 B. **Emergency** – A natural or human caused event or circumstance causing, or imminently  
37 threatening to cause impact to the operations of a member utility's system, loss of life, injury  
38 to person or property, human suffering or financial loss, and includes, but is not limited to,  
39 fire, flood, severe weather, earthquake, civil disturbance, riot, explosion, drought, volcanic  
40 activity, spills or releases of oil or hazardous material, contamination, utility or transportation  
41 emergencies, disease, blight, infestation, intentional acts, sabotage, declaration of war, or  
42 other conditions which is, or is likely to be beyond the control of the services, personnel,  
43 equipment, and facilities of a Member and requires mutual assistance.  
44
- 45 C. **Member** – Any public or private water or wastewater utility that manifests intent to  
46 participate in the Mutual Aid and Assistance Program by executing this, the California  
47 Water/Wastewater Agency Response Network (CalWARN) Agreement.  
48
- 49 D. **Associate Member** – Any non utility participant, approved by the State Steering Committee,  
50 that provides a support role for the WARN program, for example State Department of Public

1 Health, or associations, who are members of the Regional or State Steering Committees  
2 and do not officially sign the WARN agreement.

- 3  
4 E. **Confidential Information** - Any document shared with any signatory to this Agreement that  
5 is marked confidential, including but not limited to any map, report, notes, papers, opinion,  
6 or e-mail which relates to the system vulnerabilities of a Member or Associate Member.  
7  
8 F. **Non-Responding Member** - A Member that does not provide assistance during a Period of  
9 Assistance under the Mutual Aid and Assistance Program.  
10  
11 G. **Requesting Member** – A Member who requests assistance under the Mutual Aid and  
12 Assistance Program.  
13  
14 H. **Responding Member** – A Member that responds to a request for assistance under the  
15 Mutual Aid and Assistance Program.  
16  
17 I. **Period of Assistance** – A specified period of time when a Responding Member assists a  
18 Requesting Member. The period commences when personnel, equipment, or supplies  
19 depart from Responding Member’s facility and ends when the resources return to their  
20 facility (portal to portal). All protections identified in the Agreement apply during this period.  
21 The specified Period of Assistance may occur during response to or recovery from an  
22 Emergency.  
23  
24 J. **National Incident Management System (NIMS)** - A national, standardized approach to  
25 incident management and response that sets uniform processes and procedures for  
26 emergency response operations.  
27  
28 K. **Standardized Emergency Management System (SEMS)** - A standardized approach to  
29 field command and jurisdictional management and response set forth by State of California  
30 Code of Regulations for multi-agency or multi-jurisdictional response to an emergency.  
31  
32

33 **ARTICLE III.**  
34 **ADMINISTRATION**  
35

36 The administration of the Water/Wastewater Agency Response Network (WARN) will be  
37 through WARN Regional Steering Committees (RSC) and the WARN State Steering Committee  
38 (SSC).  
39

40 The WARN RSCs will be established by representatives from the Members in that region. A  
41 chair and co-chair will be elected and act as administrators for that region. The chair will  
42 represent the region on the WARN SSC. Each WARN RSC will sponsor an annual meeting for  
43 Members, maintain a data base of all water and wastewater utilities who have signed this  
44 Agreement, and meet as a committee to address concerns and procedures for requesting  
45 mutual assistance in that region. The regions will be comprised of one or more of the six Office  
46 of Emergency Services (OES) mutual aid regions.  
47

48 The WARN SSC will include the chairs of the regional steering committees, and a  
49 representative from the California Department of Public Health (CDPH), California Utilities  
50 Emergency Association (CUEA), Department of Water Resources (DWR), the American Water  
51 Works Association (AWWA) Emergency Planning Committee, California Rural Water

1 Association (CRWA) and California Sanitation Risk Management Authority (CSRMA). The SSC  
2 will identify a Chair for the purpose of leading the SSC and act as a point of contact for the  
3 WARN SSC. At a minimum, the WARN SSC will meet annually and issue a list of participating  
4 utilities. The database will be maintained on the WARN website, managed by a volunteer  
5 Member, as appointed by the SSC.  
6  
7

8 **ARTICLE IV.**  
9 **PROCEDURES**

- 10  
11 A. In coordination with the Regional Steering Committees, emergency management and public  
12 health system of the state, the State Steering Committee shall develop operational and  
13 planning procedures for the Mutual Aid and Assistance Program. These procedures shall  
14 be consistent with the Standardized Emergency Management System (SEMS) and the  
15 National Incident Management System (NIMS), reviewed at least annually and updated as  
16 needed by the State Steering Committee.  
17  
18 B. Requests for emergency assistance under this Agreement shall be directed to the  
19 appropriate Authorized Official(s) from the list of Members.  
20  
21 C. Consistent with SEMS, when more than one County is impacted by a disaster, requests for  
22 mutual assistance under this Agreement may be channeled through the CUEA Utility  
23 Operation Center to ensure maximum effectiveness in allocating resources to the highest  
24 priority needs.  
25

26  
27 **ARTICLE V.**  
28 **REQUESTS FOR ASSISTANCE**

29  
30 In general, assistance will be in the form of resources, such as equipment, supplies, and  
31 personnel. Assistance shall be given only when Responding Member determines that its own  
32 needs can be met while rendering assistance. The execution of this Agreement shall not create  
33 any duty to respond on the part of any party hereto. A potential Responding Member shall not  
34 be held liable for failing to provide assistance. A potential Responding Member has the  
35 absolute discretion to decline to provide any requested assistance.  
36

- 37 A. **Member Responsibility** - Members shall identify an Authorized Official and alternates;  
38 provide contact information including 24-hour access; and maintain resource information  
39 made available by the utility for mutual aid and assistance response, as allowed by utility  
40 policy. Such information shall be updated annually or as changes occur (whichever is  
41 sooner), provided to the State Steering Committee, and uploaded into the statewide  
42 database.  
43  
44 B. **Member Request** - In the event of an Emergency, a Member's Authorized Official may  
45 request mutual aid and assistance from a participating Member. Requests for assistance  
46 can be made orally or in writing. When made orally, the request for personnel, equipment,  
47 and supplies shall also be prepared in writing and submitted to the participating Member as  
48 soon as practicable. Requests for assistance shall be directed to the Authorized Official of  
49 the participating Member. Specific protocols for requesting aid shall be provided in the  
50 procedures developed under Article IV.  
51

- 1 C. **Response to a Request for Assistance** – Members are not obligated to respond to a  
2 request. After a Member receives a request for assistance, the Authorized Official evaluates  
3 whether or not to respond, whether resources are available to respond, or if other  
4 circumstances would hinder response. Following the evaluation, the Authorized  
5 Representative shall inform, as soon as possible, the Requesting Member whether it will  
6 respond. If the Member is willing and able to provide assistance, the Member shall inform  
7 the Requesting Member about the type of available resources and the approximate arrival  
8 time of such assistance.  
9
- 10 D. **Discretion of Responding Member’s Authorized Official** – Execution of this Agreement  
11 does not create any duty to respond to a request for assistance. When a Member receives  
12 a request for assistance, the Authorized Official shall have sole and absolute discretion as to  
13 whether or not to respond, or the availability of resources to be used in such response. An  
14 Authorized Member’s decisions on the availability of resources shall be final.  
15  
16

17 **ARTICLE VI.**  
18 **RESPONSE COORDINATION**  
19

20 When providing assistance under this Agreement, the Requesting Member and Responding  
21 Member shall be organized and shall function under the Standard Emergency Management  
22 System and National Incident Management System protocols and procedures.  
23

- 24 A. **Personnel** – Responding Member retains right to identify the employees who are willing  
25 to participate and the resources that are available.  
26
- 27 B. **Control** – While employees so provided may be under the supervision of the  
28 Responding Member, the Responding Member’s employees come under the direction  
29 and control of the Requesting Member, consistent with the NIMS Incident Command  
30 System to address the needs identified by the Requesting Member. The Requesting  
31 Member’s Authorized Official shall coordinate response activities with the designated  
32 supervisor(s) of the Responding Member(s). Whenever practical, Responding  
33 Member personnel must be self sufficient for up to 72 hours. The Responding Member’s  
34 designated supervisor(s) must keep accurate records of work performed by personnel  
35 during the specified Period of Assistance.  
36
- 37 C. **Food and Shelter** – When possible, the Requesting Member shall supply reasonable food  
38 and shelter for Responding Member personnel. If the Requesting Member is unable to  
39 provide food and shelter for Responding Member personnel, the Responding Member’s  
40 designated supervisor is authorized to secure the resources necessary to meet the needs of  
41 its personnel. Except as provided below, the cost for such resources must not exceed the  
42 State per diem rates for that area. To the extent Food and Shelter costs exceed the State  
43 per diem rates for the area, the Responding Member must demonstrate that the additional  
44 costs were reasonable and necessary under the circumstances. Unless otherwise agreed  
45 to in writing, the Requesting Member remains responsible for reimbursing the Responding  
46 Member for all reasonable and necessary costs associated with providing food and shelter,  
47 if such resources are not provided.  
48
- 49 D. **Communication** – The Requesting Member shall provide Responding Member personnel  
50 with radio equipment as available, or radio frequency information to program existing radio,  
51 in order to facilitate communications with local responders and utility personnel.



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2 E. **Status** - Unless otherwise provided by law, the Responding Member's officers and  
3 employees retain the same privileges, immunities, rights, duties and benefits as provided in  
4 their respective jurisdictions.  
5  
6 F. **Licenses and Permits** – To the extent permitted by law, Responding Member personnel  
7 who hold licenses, certificates, or permits evidencing professional, mechanical, or other  
8 skills shall be allowed to carry out activities and tasks relevant and related to their respective  
9 credentials during the specified Period of Assistance.  
10  
11 G. **Right to Withdraw Resources** - The Responding Member's Authorized Official retains the  
12 right to withdraw some or all of its resources at any time for any reason in the Responding  
13 Member's sole and absolute discretion. Notice of intention to withdraw must be  
14 communicated to the Requesting Member's Authorized Official as soon as soon as is  
15 practicable under the circumstances.  
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17

18 **ARTICLE VII.**  
19 **COST REIMBURSEMENT**  
20

21 Unless otherwise mutually agreed in whole or in part by both parties, the Requesting Member  
22 shall reimburse the Responding Member for each of the following categories of costs incurred  
23 while providing aid and assistance during the specified Period of Assistance.  
24

- 25 A. **Personnel** – Responding Member will make such employees as are willing to  
26 participate available to Requesting Member at Requesting Member's expense equal to  
27 Responding Member's full cost, i.e., equal to the employee's applicable salary or hourly  
28 wage plus fringe benefits and overhead, and consistent with Responding Member's  
29 collective bargaining agreements or other conditions of employment. All costs incurred  
30 for work performed during the specified Period of Assistance will be included. The  
31 Requesting Member shall be responsible for all direct and indirect labor costs.  
32  
33 B. **Equipment** – Use of equipment, such as construction equipment, vehicles, tools, pumps  
34 and generators, shall be at Responding Member's current equipment rate and subject to the  
35 following conditions: The Requesting Member shall reimburse the Responding Member for  
36 the use of equipment during the specified Period of Assistance, including, but not limited to,  
37 reasonable rental rates, all fuel, lubrication, maintenance, transportation, and  
38 loading/unloading of loaned equipment. All equipment shall be returned to the Responding  
39 Member as soon as is practicable and reasonable under the circumstances.  
40 (a) At the option of Responding Member, equipment may be provided with an  
41 operator.  
42 (b) Equipment shall be returned to Responding Member within 24 hours after receipt  
43 of an oral or written request for return.  
44 (c) Requesting Member shall, at its own expense, supply all fuel, lubrication and  
45 maintenance for furnished equipment.  
46 (d) Responding Member's cost related to the transportation, handling and  
47 loading/unloading of equipment shall be chargeable to Requesting Member.  
48 (e) In the event equipment is damaged while being dispatched to Requesting Member,  
49 or while in the custody and use of Requesting Member, Requesting Member shall  
50 reimburse Responding Member for the reasonable cost of repairing said damaged  
51 equipment. If the equipment cannot be repaired, then Requesting Member shall

1 reimburse Responding Member for the cost of replacing such equipment with  
2 equipment that is of at least equal capability as determined by the Responding  
3 Member. If Responding Member must lease a piece of equipment while Requesting  
4 Member equipment is being repaired or replaced, Requesting Member shall  
5 reimburse Responding Member for such lease costs.  
6

7 C. **Materials and Supplies** – Requesting Member shall reimburse Responding Member in  
8 kind or at actual replacement cost, plus handling charges, for use of expendable or non-  
9 returnable supplies. Other supplies and reusable items that are returned to Responding  
10 Member in a clean, damage-free condition shall not be charged to the Requesting  
11 Member and no rental fee will be charged; otherwise, they shall be treated as  
12 expendable supplies. Supplies that are returned to the Responding Member with  
13 damage must be treated as expendable supplies for purposes of cost reimbursement.  
14

15 D. **Payment Period** – The Responding Member shall provide an itemized bill to the Requesting  
16 Member for all expenses incurred by the Responding Member while providing assistance  
17 under this Agreement. The Requesting Member shall send the itemized bill not later than  
18 (90) ninety days following the end of the Period of Assistance. The Responding Member  
19 may request additional periods of time within which to submit the itemized bill, and  
20 Requesting Member shall not unreasonably withhold consent to such request. The  
21 Requesting Member agrees to reimburse the Responding Member within 60 days from  
22 receipt of an invoice for assistance provided under this Agreement. The Requesting  
23 Member may request additional periods of time within which to pay the itemized bill, and  
24 Responding Member shall not unreasonably withhold consent to such request, provided,  
25 however, that all payment shall occur not later than one-year after the date a final itemized  
26 bill is submitted to the Requesting Member.  
27

28 E. **Records** - Each Responding Member and its duly authorized representatives shall have  
29 access to a Requesting Member's books, documents, notes, reports, papers and records  
30 which are directly pertinent to this Agreement for the purposes of reviewing the accuracy of  
31 a cost bill or making a financial, maintenance or regulatory audit. Each Requesting Member  
32 and its duly authorized representatives shall have access to a Responding Member's books,  
33 documents, notes, reports, papers and records which are directly pertinent to this  
34 Agreement for the purposes of reviewing the accuracy of a cost bill or making a financial,  
35 maintenance or regulatory audit. Such records shall be maintained for at least three (3)  
36 years or longer where required by law and as needed for federal reimbursement practices.  
37  
38

39 **ARTICLE VIII.**  
40 **ARBITRATION**  
41

42 If any controversy or claim arises out of, or relates to, the Agreement, including, but not limited  
43 to an alleged breach of the Agreement, the disputing Members shall first attempt to resolve the  
44 dispute by negotiation, followed by mediation and finally shall be settled by arbitration in  
45 accordance with the Rules of the American Arbitration Association. Judgment on the award  
46 rendered by the arbitrator(s) may be entered in any court having jurisdiction.  
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**ARTICLE IX.**  
**REQUESTING MEMBER'S DUTY TO INDEMNIFY**

Pursuant to Government Code Section 895.4, and subject to Article X, Requesting Member shall assume the defense of, fully indemnify and hold harmless Responding Member, its Directors, Council Members, Supervisors, officers and employees, from all claims, loss, damage, injury and liability of every kind, nature and description, directly or indirectly arising from the Requesting Member's work hereunder, including, but not limited to, negligent or wrongful use of equipment, supplies or personnel provided to Requesting Member or faulty workmanship or other negligent acts, errors or omissions by Responding Member, or by personnel provided to Requesting Member from the time assistance is requested and rendered until the assistance is returned to Responding Member's control, portal to portal.

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**ARTICLE X.**  
**SIGNATORY INDEMNIFICATION**

In the event of a liability, claim, demand, action or proceeding, of whatever kind or nature arising out of the rendering of assistance through this Agreement, the parties involved in rendering or receiving assistance agree to indemnify and hold harmless all Members whose only involvement is the execution and approval of this Agreement, in the transaction or occurrence which is the subject of such claim, action, demand or other proceeding. Such indemnification shall include indemnity for all claims, demands, liability, damages and costs, including reasonable attorneys' fees and other costs of defense, for injury, property damage and workers compensation.

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**ARTICLE XI.**  
**WORKER'S COMPENSATION CLAIMS**

The Responding Member is responsible for providing worker's compensation benefits and administering worker's compensation for its employees. The Requesting Member is responsible for providing worker's compensation benefits and administering worker's compensation for its employees.

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**ARTICLE XII.**  
**NOTICE**

Each party hereto shall give to the others prompt and timely written notice of any claim made or any suit instituted coming to its knowledge, which in any way, directly or indirectly, contingently or otherwise, affects or might affect them, and each Member shall have the right to participate in the defense of the same, as it considers necessary to protect its own interests.

1 **ARTICLE XIII.**  
2 **INSURANCE**

3  
4 Members shall maintain an insurance policy or maintain a self insurance program that covers  
5 activities that it may undertake by virtue of membership in the Mutual Aid and Assistance  
6 Program.  
7

8  
9 **ARTICLE XIV.**  
10 **CONFIDENTIAL INFORMATION**

11  
12 To the extent allowed by law, any Member or Associate Member shall maintain in the strictest  
13 confidence and shall take all reasonable steps necessary to prevent the disclosure of any  
14 Confidential Information provided to it by another Member pursuant to this Agreement. If any  
15 Member, Associate Member, or third party requests or demands, by subpoena or otherwise,  
16 that a Member or Associate Member disclose any Confidential Information provided to it under  
17 this Agreement, the Member or Associate Member shall immediately notify the owner of the  
18 Confidential Information and shall take all reasonable steps necessary to prevent the disclosure  
19 of any Confidential Information by asserting all applicable rights and privileges with respect to  
20 such information and shall cooperate fully in any judicial or administrative proceeding relating  
21 thereto.  
22

23  
24 **ARTICLE XV.**  
25 **EFFECTIVE DATE**

26  
27 This Agreement shall take effect for a new party immediately upon its execution by said  
28 party.  
29

30  
31 **ARTICLE XVI.**  
32 **WITHDRAWAL**

33  
34 Any party may terminate its participation in this Agreement by written notice to the Chair of the  
35 appropriate RSC and to the SSC Chair. Withdrawal takes effect 60 days after the appropriate  
36 officials receive notice. Withdrawal from this Agreement shall in no way affect a Requesting  
37 Member's duty to reimburse a Responding Member for cost incurred during a Period of  
38 Assistance, which duty shall survive such withdrawal.  
39

40  
41 **ARTICLE XVII.**  
42 **MODIFICATION**

43  
44 No provision of this Agreement may be modified, altered or rescinded by individual parties to the  
45 Agreement. Modifications to this Agreement require a simple majority vote of Members within  
46 each region and unanimous agreement among the regions. The State Steering Committee will  
47 notify all parties of modifications to this Agreement in writing and those modifications shall be  
48 effective upon 60 days written notice to the parties.  
49

1  
2 **ARTICLE XVIII.**  
3 **SEVERABILITY**  
4

5 If any term or provision of this Agreement is declared by a court of competent jurisdiction to be  
6 illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be  
7 affected, and the rights and obligations of the parties shall be construed and enforced as if the  
8 Agreement did not contain the particular term or provision held to be invalid.  
9

10  
11 **ARTICLE XIX.**  
12 **PRIOR AGREEMENTS**  
13

14 To the extent that prior agreements among signatories to this Agreement for mutual assistance  
15 are inconsistent with this Agreement, such agreements are hereby superseded. This  
16 Agreement supersedes the 1996 Omnibus Mutual Aid Agreement, the WARN 1997 Omnibus  
17 Mutual Aid Agreement, and the WARN 2001 Omnibus Mutual Aid and Assistance Agreement.  
18

19  
20 **ARTICLE XX.**  
21 **PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES**  
22

23 This Agreement is for the sole benefit of the Members and no other person or entity has rights  
24 under this Agreement as a third party beneficiary. Assignment of benefits or delegation of  
25 duties created by this Agreement to third parties that are not Members is prohibited and without  
26 effect.  
27

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29 **ARTICLE XXI.**  
30 **TORT CLAIMS**  
31

32 This Agreement in no way abrogates or waives any immunity or defense available under  
33 California law.  
34

35  
36 **ARTICLE XXII.**  
37 **INTRASTATE AND INTERSTATE MUTUAL AID AND ASSISTANCE PROGRAMS**  
38

39 To the extent practicable, Members retain the right to participate in mutual aid and assistance  
40 activities conducted under the State of California Intrastate WARN Mutual Aid and Assistance  
41 Program and the Interstate Emergency Management Assistance Compact (EMAC) and similar  
42 programs.  
43  
44  
45

## **California Water/Wastewater Agency Response Network (CalWARN) 2007 Omnibus Mutual Assistance Agreement**

**WHEREAS**, the California Office of Emergency Services (OES), the Department of Water Resources (DWR), the Department of Public Health (DPH) and the California Utilities Emergency Association (CUEA) have expressed a mutual interest in the establishment of a plan to facilitate and encourage water agency mutual assistance agreements between water agencies; and

**WHEREAS**, the California Water Agency Response Network (CalWARN) was originally created to provide a forum for the development of mutual assistance agreements between water agencies in the OES Coastal Region of California; and later expanded to all water and wastewater agencies in the State of California, and

**WHEREAS**, the CALIFORNIA WATER/WASTEWATER AGENCY RESPONSE NETWORK (CalWARN) 2007 OMNIBUS MUTUAL ASSISTANCE AGREEMENT is a continuation of the WARN 1996 OMNIBUS MUTUAL AID and 2001 OMNIBUS MUTUAL AID AGREEMENT and sets forth the mutual covenants and agreements for water and wastewater agencies to provide mutual assistance to one another in times of emergency; and

**WHEREAS**, State OES regulates the SEMS program, and this agreement is consistent with SEMS, and that it is necessary to have a mutual assistance agreement in place to support requests to FEMA for costs of using assistance during an emergency, and

**WHEREAS**, the water or wastewater agency hereto has determined that it would be in its best interests to enter into an agreement that implements that plan and sets forth procedures and the responsibilities of the agency whenever emergency personnel, equipment and facility assistance are provided from one agency to the other; and

**WHEREAS**, no water or wastewater agency should be in a position of unreasonably using its own resources, facilities, or services providing such mutual assistance; and

**WHEREAS**, it is the intent of WARN to revise this agreement as necessary and to annually publish a list of all water and wastewater agencies participating in this agreement, as posted on [www.calwarn.org](http://www.calwarn.org); and

**WHEREAS**, such an agreement is in accord with the California Emergency Services Act set forth in Title 2, Division 1, Chapter 7 (Section 8550 et seq.) of the Government Code and specifically with Articles 14 and 17 (Section 8630 et seq.) of the Act.

**NOW, THEREFORE**, in consideration of the conditions and covenants contained therein, the

\_\_\_\_\_

(Utility)

agrees to abide by the current CalWARN Omnibus Mutual Assistance Agreement and the CalWARN ACS Chapter Governance Document.

Date:

Name: (printed)

(signature)

Title:

Please return a signed copy of this page to: [CWC-ACS@YourACS.org](mailto:CWC-ACS@YourACS.org)



Inverness Public Utility District  
Board Meeting October 26, 2022

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## Agenda Item No. 12

### **Review and Approve 2023 Board Meeting Schedule**



## INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT & WATER SYSTEM

POST OFFICE BOX 469

INVERNESS, CA 94937-0469

50 INVERNESS WAY NO. & (415) 669-1414 & FAX (415) 669-1010 & ADMIN@INVERNESSPUD.ORG

### NOTICE OF 2023 MEETING SCHEDULE

Notice is hereby given that the Regular Meetings of the Board of Directors of the Inverness Public Utility District for the year 2023 are scheduled for the following dates:

January 25

February 22

March 22

April 26

May 24

June 28

July 26

August 23

September 27

October 25

November 15 (*moved up one week for Thanksgiving*)

December 20 (*moved up one week for Christmas*)

Note: All meetings are scheduled for the fourth Wednesday of the month, except for November and December. Meetings are held at the Inverness Firehouse, 50 Inverness Way North, Inverness, at 9:00 a.m. Any changes from this schedule will be duly noticed.

ATTEST:

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

Date: \_\_\_\_\_

Distribution:

Directors (5)

Staff (5)

Press (1)

Copies posted locally (3)

Copies available to the public (on request)

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



**SHELLEY REDDING, GENERAL MANAGER**

**JAMES K. FOX, CHIEF OF OPERATIONS (FIRE CHIEF, WATER SYSTEM SUPERINTENDENT)**





Inverness Public Utility District  
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## Agenda Item No. 13

### **Committee Meetings/Reports**



Inverness Public Utility District  
Board Meeting October 26, 2022

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# Agenda Item No. 14

**Announcements,  
Next Meeting,  
Adjournment**