

INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT  WATER SYSTEM

12781 SIR FRANCIS DRAKE BLVD, #5 • P.O. BOX 469 • INVERNESS CA 94937 • (415) 669-1414

Board of Directors

AGENDA

Regular Meeting

Wednesday, October 25, 2023

9:00 a.m.

Inverness Firehouse, 50 Inverness Way No.

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 27, 2023

The State of the District

4. Management Report

- Grants and Projects
 - ◆ District Capital Projects Funding Strategy Report
 - DWR Tank Replacement Project
 - FEMA AFG Grant
 - 2024 Funding Strategy
 - ◆ Coastal Zone Regional Collaboration Project – Update
 - ◆ Local Hazard Mitigation Plan
 - County OEM Survey
- Quarterly Financial Reports
 - July – September 2023 Financials
 - Audit Update
 - LAIF Quarterly Earnings
 - CLASS (California Cooperative Liquid Assets Securities System) Investment Options

5. Water System Report

- September 2023, Senior Water Operator Ken Fox

6. Fire Department Report: Fire Chief Jim Fox & Assistant Chief David Briggs

- September 2023 Activity Report
- Marin Wildfire Prevention Authority (MWPA) Report

The Business of the District

7. Approval of Expenditures and Credit Card Charges: September 2023

8. Committee Meetings/Reports

- November Board Meeting date and time change

9. Adjournment

Posted October 21, 2023

Material provided in the meeting packet is available on the District's website, www.invernesspubd.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: KATHRYN DONOHUE, PRESIDENT • KENNETH J. EMANUELS, VICE PRESIDENT
DAVID PRESS, TREASURER • BRENT JOHNSON • DAKOTA WHITNEY



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 25, 2023

Agenda Item No. 1

Call to Order;
Attendance Report



Inverness Public Utility District
Board Meeting October 25, 2023

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.

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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 25, 2023

Agenda Item No. 3

Meeting Minutes

- September 27, 2023 Regular Meeting



INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT ✧ WATER SYSTEM

POST OFFICE BOX 469, INVERNESS, CA 94937

OFFICE: 12781 SIR FRANCIS DRAKE BLVD., SUITE 5, INVERNESS, CA

415-669-1414 📞 WWW.INVERNESSPUD.ORG 🌐 ADMIN@INVERNESSPUD.ORG

Board of Directors Minutes, Regular Meeting Wednesday, September 27, 2023, 9:00 a.m. Inverness Firehouse, 50 Inverness Way, Inverness CA

1. Call to Order; Attendance Report

President Emanuels called the meeting to order at 9:02 a.m.

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

Directors Absent: None

Staff Present: Shelley Redding, General Manager; Jim Fox, Chief of Operations; David Briggs, Assistant Fire Chief; Ken Fox, Sr. Water Operator; Jenna Nicolas, Grants and Projects Coordinator

2. Public Expression: There were no comments or public expression.

3. **Board Officer Elections:** President Emanuels presented a request to step down as Board President and asked the Directors to elect a new Board President. Discussion by each Board Member of availability for the position. Director Whitney and Director Johnson both declined, citing work and personal commitments that would constrain their ability to assume responsibility; both cited a desire to resign from the Board at the earliest practical opportunity. Director Press also cited work constraints that would not allow him to serve as Board President, but said he wished to continue serving on the Board. Director Donohue reported that she was willing to serve as Board President but wanted assurances that the current members will remain on the Board for a year to support her in her new role. Directors Whitney and Johnson both agreed that they would commit to a year, or until a potential successor could be identified. Director Press said he would be willing to be Board Treasurer but would like to be removed from the Personnel Committee. A general discussion followed about the difficulty of committing to committee work; President Emanuels proposed that when the need arises, an ad hoc committee could be appointed for the specific task at hand, based on Board members' availability. Director Press asked if the Board meetings could be moved to a different day and changed to the afternoon rather than in the morning. Director Johnson noted that an afternoon meeting on either a Tuesday or a Thursday would be preferred. Director Press stated that a time after 4:00 pm would be preferable. Director Press requested a survey to determine if either Tuesday or Thursday would be preferred for Board meetings at 4:00 pm. GM Redding stated that she would send out a survey to the Board and Staff to determine the best day.

M/S Whitney/Johnson to elect Kathryn Donohue as Board President, Ken Emanuels as Vice President, and David Press as Treasurer; and to have a survey conducted to determine a day and time change for future Board meetings. AYES 5, NOES 0

9:20 am President Emanuels passed the gavel to Director Donohue.

4. Approval of Minutes: Regular Meeting of August 23, 2023

M/S Press/Donohue to approve the minutes of the Regular Meeting of August 23, 2023, as submitted. AYES 5, NOES 0

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



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

5. Management Report

Grants and Projects

District Capital Projects Funding Strategy Report – Update

- Staff member Jenna Nicolas provided an overview of the past year’s grant and project activities, highlighting the areas of focus for capital projects to date.
- General Manager Redding reported that a no-cost amendment has been submitted for the DWR Tank Replacement Grant project to include replacement of the redwood tank at the Seahaven tank site, the last wooden tank in the water system. The amendment, if approved, will be reflected in the Scope of Work on the Financing Agreement.
- Staff member Nicolas reported that a Letter of Interest was submitted to NOAA on August 28, 2023, for the Coastal Zone Resiliency collaboration between the water system agencies in Inverness, Stinson Beach, Bolinas, and Muir Beach. If invited to submit a grant application, the grant could fund a 4-year comprehensive assessment for areas of mutual concern, workforce resiliency, climate change adaptations and resiliency measures.
- Staff member Nicolas noted that regular meetings have been occurring with the county’s Office of Emergency Services staff; participation in these monthly meetings provides the opportunity for Inverness to be included in the County’s Hazard Mitigation Planning projects.

6. Water System Report: August 2023

Senior Water Operator Ken Fox presented the Water System report for August. He noted that streamflows are stronger than they were at this time last year. He also noted that the ENSO report continues to maintain that the likelihood of an El Nino this winter is 95%.

7. Fire Department Report: August 2023

Activity Report: Assistant Chief David Briggs presented the monthly report of Fire Department activities and reported on training exercises. A discussion followed about how for some months the Fire Department has made Narcan available to the public on a 24/7 basis (it is accessible in the emergency phone box on the west side of the Firehouse building). Assistant Chief Briggs reported that the Department is planning to provide a Narcan dispenser in the lobby at the Post Office and is awaiting permission from the Postmaster. Directors discussed the benefit to the community from making facemasks and COVID testing kits easily available to the public in the Post Office lobby. It was suggested that a notice of the availability of Narcan be mentioned in the District’s next quarterly newsletter.

Marin Wildfire Prevention Authority (MWWPA) Report: Assistant Chief Briggs presented the monthly report on MWWPA activities.

- Chief Fox reported that property owners are continuing to have issues with the defensible space inspections and the feasibility of some of the recommendations. He has contacted the coordinator for the inspection activities to discuss some areas for improvement in how the inspectors communicate with homeowners about their recommendations and about the practicalities of instituting some of the types of recommendations that are being made.
- Chief Fox also reported on the ongoing weekly meetings with the West Marin CORE Group to identify the areas that will be included in the Public Works Project Environmental Study for work projects starting in July 2024. IPUD has initially designated specific areas within the District that are considered a priority and is providing feedback on areas bordering the District that are part of the State Responsibility Area that is managed by Marin County Fire. The discussions also include plans for the areas between Inverness, Olema, and Point Reyes Station along with the communities of Point Reyes

Station, Marshall, Muir Beach, Stinson Beach, and Bolinas. The weekly meetings are scheduled to continue through the end of October.

8. Approve Expenditures and Credit Card Charges: August 2023

General Manager Redding presented the August 2023 expenditures and credit card ledgers for approval.

M/S Press/Johnson to approve the August 2023 expenditures and credit card purchases as presented. AYES 5, NOES 0

9. Annual Investment Policy Review: Review the Investment Policy dated September 26, 2012, and adopted September 26, 2012, and determine whether modifications are needed at this time.

After discussion, M/S Whitney/Emanuel to approve the existing investment policy adopted September 26, 2012, without any modifications at this time. AYES 5, NOES 0

10. Meeting of the Committee of the Whole to Review and Approve Investment Options (Nuclear Free Zone Ordinance): Review and approve IPUD's investments as they relate to the Nuclear Free Zone Ordinance.

Directors discussed the current policy of using the State Treasurer's Local Agency Investment Fund for funds that are not needed on an immediate cash basis. Director Johnson asked about the interest return the District is receiving from LAIF. GM Redding stated that she would have a quarterly statement available at the next meeting that will provide the interest rate and interest amount earned in the current quarter. GM Redding also noted that the Auditor, Paul Kaymark, has suggested the District consider CLASS, a new investment fund being provided by the California Special Districts Association. Directors Johnson and Press asked that information on this fund be provided at the next Board meeting.

M/S Emanuel/Whitney to make no changes to the IPUD's investments policy as it relates to the Nuclear Free Zone Ordinance. AYES 5, NOES 0

11. Capital Project: Portable Vent Fan: Review and approve a capital project for the purchase of a portable vent fan for use by the Fire Department (estimated at \$5,000.00).

GM Redding presented the specifications and quotes from two vendors for a vent fan to be purchased for the fire department. Staff recommended that the vent fan be acquired from Kenco Fire Equipment, the provider of the lowest bid.

M/S Johnson/Press to approve a capital project in the amount of \$5,000 for purchase of a vent fan from the lowest bidder. AYES 5, NOES 0.

12. Personnel Policy Revision: Consider and approve changes to personnel policies for sick and bereavement leave according to changes in State law; update the list of paid holidays.

GM Redding presented the revised sick leave and bereavement leave policies based on updates to state laws. She also presented a request to add "Juneteenth" to the District's list of paid holidays for consistency with the list of Federal holidays, bringing to eleven the total number of paid holidays.

M/S Whitney/Johnson to approve the updates to the sick leave and bereavement leave policies as presented and to add the "Juneteenth" federal holiday to the list of District approved paid holidays. AYES 5, NOES 0

13. Support Assembly Constitutional Amendment 13: Majority Vote Protection Act: Approve letter of support for Assembly Constitutional Amendment 13 and direct the President to sign and transmit the letter.

GM Redding presented the staff report prepared by Wade Holland, which recommends approval of a proposed letter supporting Assembly Constitutional Amendment 13 as drafted.

M/S Johnson/Whitney to approve the letter supporting Assembly Constitutional Amendment 13 and direct President Donohue to sign and transmit the letter as proposed. AYES 5, NOES 0.

14. Committee Meetings/Reports

Personnel Committee: A draft of the Water Superintendent Job Opening was distributed to the Personnel Committee by GM Redding prior to today's Board meeting. General editing suggestions were provided, and GM Redding noted that she plans to post the job announcement for the position of Water Superintendent in

October in anticipation of Jim Fox's planned retirement at the end of December. She noted the platforms for the job posting include Indeed, the CSDA job board, and the Marin IJ. It was suggested it should also be posted on LinkedIn and the California Rural Water Association job board.

15. Adjournment: President Donohue adjourned the meeting at 10:14 a.m. The next regular meeting is scheduled for October 25, 2023 at 9:00 am.

Attest: /s/

Date: 9/27/2023

Shelley Redding, Clerk of the Board



Inverness Public Utility District
Board Meeting October 25, 2023

Agenda Item No. 4

Management Report

Grants and Projects

- District Capital Projects Funding Strategy Report
 - DWR Tank Replacement Project
 - FEMA AFG Grant
 - 2024 Funding Strategy
- Coastal Zone Regional Collaboration Project – Update
- Local Hazard Mitigation Plan
 - County OEM Survey

- Quarterly Financial Reports
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 - Audit Update
 - LAIF Quarterly Earnings
 - CLASS (California Cooperative Liquid Assets Securities System) Investment Options

| | | | | | |
|---|---|--|--|--|--|
| Creator: Jenna Nicolas | | | | | |
| Last updated: 10/03/2023 | | | | | |
| Purpose: Summary of funding timelines as given by the grantor. | | | | | |
| Generalized overview highest priority grants and their progress. | | | | | |
| | Funding Strategy Application | Title | Grantor | Type of Award | Notes |
| | Community: Vulnerability Assesment, Hazard Mitigation Planning | CalOES Hazard Mitigation Grant Program | CalOES | Cost Share 75/25 Grantor/District for mitigation activity, 100% for management | |
| | | Timeline | Action Item | Progress Description | |
| | | Wednesday, March 1, 2023 | Cal OES releases DR-4683 NOFO with PrepareCA Match | Complete | |
| | | March, 2023 | Project Scoping Calls (Programmatic and BCA) | Shelley, Jenna completed via phonecall on 3/9/2023 after OES contractor reached out on 3/7/2023 | |
| | | Friday, March 31, 2023 | HMGP Notice of Interest (NOI) open via Engage Cal OES Portal | Complete | |
| | | Wednesday, May 10, 2023 | HMGP NOIs due to Cal OES via the Engage Cal OES Portal | Completed, sent, approved | |
| | | Friday, June 2, 2023 | HMGP Subapplications (with PrepareCA Match) open via Engage Cal OES Portal | Jenna is collecting data, writing project proposal, building relationship with grantor, meeting with local groups, coordinating meetings with IPUD and stakeholders in Marin County. | July 2023: application is still in process and being completed in a timely manner; Marin County OES meeting in May 2023 provided insight into joining the Marin County Multi-Jurisdictional Hazard |

| | | | | | |
|--|--|--------------------------|--|---|--|
| | | Friday, August 4, 2023 | HMGP Subapplications (with PrepareCA Match) due to Cal OES via Engage Cal OES Portal | IPUD has formed an important relationship with the Director of Marin OES. Preparing to join the Marin County Multi Jurisdictional Plan will be our focus. | Withdrew application on 7/12/2023. Our application has been saved and documented. NOI is rolling acceptance. |
| | | Sunday, January 14, 2024 | Cal OES submits HMGP and PrepareCA selections to FEMA for further review | | |
| | | 2024, onward | FEMA awards projects after completing programmatic and Environment and Historic Preservation (EHP) reviews | | |

| | | | | | |
|--|---|--|--|---|--|
| | | | | | |
| | | <p>NOAA Climate Resilience Regional Challenge; Track 1: Regional collaborative building and strategy development</p> | <p>NOAA</p> | <p>Grant, no match required, \$500,000 - \$2M, Period of performance: October 2024 - September 2029 (3-5 yrs)</p> | |
| | | <p><u>Timeline</u></p> | <p><u>Action Item</u></p> | <p><u>Progress Description</u></p> | |
| | <p>Community: Vulnerability Assesment, Build regional collaboration and workforce capacity</p> | <p>June 2023, ongoing</p> | <p>Engage West Marin jurisdictions to align motivation, understand limitations</p> | <p>Jennifer Blackmann from Bolinas PUD is interested in getting more information and is meeting with Jenna; Shelley reached out re: quarterly meeting of West Marin water boards with Dennis Rodoni to share our motivation and inquiry.</p> | |
| | | <p>August 28th, 2023</p> | <p>Letter of Intent due</p> | <p>Jenna is meeting with Mary from Muir beach, getting edits from Jennifer (Bolinas) and has already accepted notes from Stinson. Final draft being presented to the group Friday 8/24 and letter being sent Saturday 8/28. (Sent 8/26 after final edits)</p> | |
| | | <p>October 11th, 2023</p> | <p>Notification given</p> | <p>Waiting</p> | <p>Not awarded, received feedback.need to schedule stakeholder</p> |
| | | <p>February 13th, 2024</p> | <p>Application/ full proposal due</p> | | <p>meeting</p> |

| Funding Strategy Application | Title | Grantor | Type of Award | Notes | |
|--|--|--|--|--|--|
| Water: Infrastructure / Capital Improvements | Small Community Drought Relief Program | Department of Water Resources | Grant | | |
| | <u>Timeline</u> | <u>Action Item</u> | <u>Progress Description</u> | | |
| | Rolling application acceptance until December 29, 2023 or until funds expire | No formal solicitation or NOI needed. | Completed, sent, awaiting decision. Application portal closes December 28th, 2023. | | |
| | Awarded 1.2M June 2023 | | | | |
| | <u>Title</u> | <u>Grantor</u> | <u>Type of Award</u> | | |
| | Expedited Drinking Water Grant | State Water Resources Control Board | Grant | | |
| | <u>Timeline</u> | <u>Action Item</u> | <u>Progress Description</u> | | |
| | Wednesday, March 8, 2023 | Updated Guidelines Published and Adopted | Jenna is becoming familiar with the grant terms and requirements | Stopped pursuing this line of funding due to award from DWR (7/1/2023) | |
| | March/ April 2023 | EDWG Program is administered by the Division of Financial Assistance (DFA) Office of Sustainable Water Solutions | Jenna is got in touch with the DFA to establish contact and ask questions about their funding priorities. Starting to design work flow to prioritize this award in 2023. | | |

| Funding Strategy Application | Title | Grantor | Type of Award | Notes |
|---|-------------------------------------|---|--|---|
| Fire : updated vehicles, equipment, station upgrades | Assistance to Firefighters Grant | FEMA | 15% standard, 10% IPUD match due to our size | |
| | | | | |
| | | | | |
| | 2023 FY NOFO has not been announced | Contact regional coordinator, Jenna gathering internal documents and historical information to identify internal capacity to win the award. | 6/18/2023, 7/14/2023, 9/22/2023 reached out to regional coordinator via email without receiving a response. | |
| | September 21 2023 | Internal meeting w/ Jim, Shelley, Jenna, David for grant overview and create a work plan to be application ready | Department heads were briefed on what inputs from their departments will be needed to be ready for application time. | |
| | September 22 2023 | Critical Assessment: Fire vehicles, engine bay, radio room, fire fighter equipment | Jim, David, and Jenna completed. | |
| | September 28 2023 | Critical Assesment: volunteer fire staff, medical equipment, station improvements | Jim, David, and Jenna completed. | |
| | Ongoing October 2023 - January 2024 | Fire department specific application materials due to Jenna Jenna working with Shelley, David, and Jim to buidl application | Jenna has head start on narratives, Jenna and David to work on budget after call data is documeted. | Ideally would like to submit by the last week of January. |

Cal OEM on site monthly meeting (3rd Wednesday of the month)

These meetings are set up as part training session and part networking/informational session for Marin County Operational Area (OA) and included members of fire, police, educational, medical response, and utility services. Cal OEM hosts the meeting in Terra Linda from 9:30am – 12:00am.

The purpose of the briefings and trainings are to:

- Establish routine training opportunities
- Connect EOC / Field / partners of the OA
- Proficiency checks for systems/ technology
- Seasonal EOC briefings and forecasting
- Opportunities for training from other partners
- Enhance awareness and collaboration

The hope is to decentralize the approach to emergency response and create communication awareness from a "boots on the ground" level. One major goal is to establish working groups with similar issues and provide solutions; this way groups can jointly train on complex systems and processes.

8/16 Bolinas attendance

9/20 Jenna attendance

10/18 Jim attendance

9/20 meeting highlights

Jenna signed up to be part of a working group for Grants within the work groups being established. This will hopefully lead to more information and better networking within Marin county.

2024 Hazard Mitigation Update: the two week comment period for the public is planned to come out in mid-October 2023; following that it will be submitted for CalOES and FEMA review. After the approval of the plan by FEMA the County Board of Supervisors will need to adopt which will hopefully take place before the end of 2023.

- IPUD filled out a short survey on 10/20 which Cal OEM sent to attendees of the meetings regarding the HMP and what focus areas may be missing from the plan. IPUD advocated for coastal West Marin areas to receive special planning consideration due to the fact that we are rural and more isolated than other Marin Operational Areas.

Training session included step-wise processes for declaring a state of emergency and encouraged people to reach out to their FEMA coordinators to understand the benefits and cautions re; declaring your own state of emergency even if your county has declared one.

AFG Regional Coordinator Meeting (David and Jenna, 10/5)

Grant Management costs can be supplemented under Maintenance and Admin; 3% of costs can be applied for reimbursement but it is rarely taken advantage of

Our application will be more compelling if we apply to replace the 1980 Type 1 vehicle- we can still replace 360 by getting a slightly bigger pumping capacity for the Type 6 that would replace it. Internal discussions must be had to engage Jim and understand the benefits/risks of replacing one of the Type 1 engines with a Type 6.

Our fire station upgrades that are structural: replace windows, new fireproof shingles, new roofing, expansion, better sleeping quarters, etc., are not eligible for funding through this grant. Getting a bid from an architect or contractor to design and build out our upgrades is also not eligible for funding.

- New legislation in this announcement from March 28th 2023: The Facilitating Investments Required for Emergency Services to All Towns in Our Nation (FIRE STATION) Act, would authorize \$750 million in fire station construction grants administered by the Federal Emergency Management Agency (FEMA) for modifying, upgrading, and building fire and EMS department facilities, including local fire and EMS stations and training facilities. The legislation requires that FEMA allocate 25% of the grants for career fire and EMS departments, 25% of the grants for combination fire and EMS departments, and 25% of the grants for volunteer fire and EMS departments. The remaining 25% would be open to competition between the various department types. Grantees must meet prevailing wage and labor standards requirements under the Davis-Bacon Act, and procurement requirements under the Buy American Act. Grant awards are limited to \$7.5 million per project.

Next steps should focus on getting prepared in 2024 to figure out what we want to ask for.

Fire station upgrade: It would be best to have a contractor or architect come through and do a critical assessment of the fire station who is used to looking at upgrades to complete an assessment. We have no current insight into what types of approval IPUD would need to get from Marin County for upgrades. Jenna is currently looking at foundations and private grants that are specific to fire station upgrade needs.

AFG 2024, Volunteer trainings and vehicle replacements: What do David and Jim feel is necessary and possible for 2024?

Internal AFG progress and planning for 2024 transitions

The purpose of this meetings was to update Shelley on David and Jenna's AFG progress and things learned in the 1:1 meeting with the Regional coordinator for CA. A discussion following the AFG topic centered on how Shelley and Jenna can support David and Jim in the staff transition for 2024.

- We gained new insight into how the vehicle awards are given and IVFD would have a much higher chance of getting a vehicle replaced if we applied with the 1980 Type 1 and opposed to the 1997 Type 6.
- There is no way to supplement the grant writing/ admin costs with award funding but there is a 3% match for award management IVFD could apply for if given an award.
- The NOFO release date is slated for the end of January 2024, which is a few weeks later than the original NOFO was slated to come out (first week January 2024). Shelley, David, and Jenna are deciding how to manage submission given that Jenna will likely be on maternity leave at that point.

Like other areas of IPUD, there are limited people and time resources to accomplish all of the desired projects and activities that would benefit the fire department and it's volunteers. Jim and David will work together following Jim's retirement in December 2023.

Recruitment and retention is a challenge and there are still only a select few volunteers (the Fox brothers and David) who consistently respond to radio calls despite the roster showing about 20 volunteers. Shelley and Jenna want to support David and Jim in fostering the volunteer program to a level that corresponds with Inverness' capacity for response. Early ideas include collaborative (Bolinas/ PRS) approaches to training, creating different educational incentives for volunteers, assigning non-responsive volunteers as DC liaisons, and applying for funding to support volunteer certifications.

NOAA LOI feedback/ next steps

Letter of Intent was submitted to use NOAA Coastal Resiliency funding to allow for the unincorporated communities of Inverness, Bolinas, Muir Beach, and Stinson to identify a regional strategy for long term resiliency, specifically as it applies to our Water and Fire departments, and our communities. This proposal included an ecosystem-based adaptation strategy following hazard identification and coordination with Marin County, the NPS, and California State Park systems.

Overall Feedback:

Reviewer 1: The LOI is somewhat responsive to one or more of the program priorities and has some deficiencies related to the evaluation criteria.

Reviewer 2: The proposed effort offers a vision and plans to work collaboratively between several districts to identify vulnerabilities and develop tailored adaptation and resilience strategies to improve risk awareness and preparedness, emergency response, and ecosystem-based resilience. While the vision is clear, the activities and outcomes could be strengthened with more details. The proposal offers a vision and plan to build enduring capacity. It could be strengthened by increasing equity and inclusion considerations throughout, including environmental justice and collaborations with tribes and/or marginalized populations. Costs seem mostly in line with what is proposed and a range of entities are included in the plans for coordination, but the proposal could be strengthened by additional engagement with marginalized communities and tribes.

Reviewer 3:

The letter of intent is a good start to considering a regional resilience planning effort that address many critical issues. It's clear how there is a strong existing regional partnership with entities in the unincorporated areas and an immediate need to support those areas. Additionally, the review was impacted because of the length of the letter. Recommend including more about connecting with marginalized communities, tribes, and other organizations to support a co-created, community-led approach.

Next steps

This feedback is a good reminder that project proposals take a long time to develop, have clear and deliverable outcomes/phases, and must be nested within larger departmental strategies. Generally our motivations and ideas were well received, but the reviewers sensed a lack of deliverables which is consistent with the fact that we were seeking funding for planning activities; the deliverables of which were meant to be collaboratively developed as we identified our vulnerabilities.

Next steps include reaching out to our neighbors with whom we collaborated to share the feedback and discussing what the group has the time to focus on next. Options include finding another funding opportunity, editing the proposal, or breaking up the proposal into more manageable phases as opposed to a 4 year project.

Combined Funds

Assets

Current Assets

| | |
|---------------------------------|---------------|
| Checking B of A 0489 | 556,698.17 |
| Bank of America 0150 | 256,060.13 |
| OPEB Trust Cash and Investments | 478,034.00 |
| LAIIF-Uncommitted | 33,210.83 |
| LAIIF- Main Replacement | 27,275.73 |
| LAIIF-Tank Replacement | 137,990.28 |
| LAIIF-Equipment Replacement | 81,827.20 |
| LAIIF-Vehicle Replacement | 69,585.55 |
| LAIIF-Emergency Reserves | 779,431.34 |
| LAIIF-CalPERS Liability | 272,757.35 |
| LAIIF-Assigned Funds | (95,615.00) |
| LAIIF-Trossach Road Rehab | 40,000.00 |
| Interfund | 0.00 |
| Bank of America Clearing | 53,894.75 |
| Accounts Receivable-Water | (282,669.49) |
| Accounts Receivable-Tax | (3,605.94) |
| Accounts Receivable-Other | (97,170.12) |
| Prepaid-Other | 10,908.38 |

Total Current Assets

2,318,613.16

Fixed Assets

| | |
|--------------------------------|-----------------|
| Land | 66,319.95 |
| Buildings | 179,065.76 |
| Personal Gear | 26,283.52 |
| Furnishings | 16,108.95 |
| Office Equipment | 28,953.75 |
| Integrated Accounting Software | 33,080.00 |
| Equipment | 165,271.69 |
| Field Equipment | 22,583.61 |
| Communications Equipment | 69,950.09 |
| Vehicles | 437,804.00 |
| Collection System | 382,967.51 |
| Distribution System | 1,164,265.08 |
| Tenney Tank Replacement | 751,356.77 |
| Flume Rebate | 13,812.25 |
| Storage System | 1,062,275.72 |
| Treatment Plants | 1,387,898.43 |
| Wells | 71,498.98 |
| Startup Costs | 33,887.00 |
| Other Fixed Asset | 58,449.10 |
| Accumulated Depreciation | (3,586,110.76) |
| Accumulated Depr | (104,294.00) |

10/22/23
14:06:25

INVERNESS PUBLIC UTILITY DISTRICT
Balance Sheet
For the Accounting Period: 9 / 23

Page: 2 of 3
Report ID: L150

Combined Funds

| | | |
|---------------------------|------------|---------------------|
| | ----- | |
| Total Fixed Assets | | 2,281,427.40 |
| | | |
| Other Assets | | |
| Deferred Outflows OPEB | 216,187.00 | |
| OPEB Prefunding | 78,315.88 | |
| Unknown | 115,170.00 | |
| Amount to be provided | 304,864.00 | |
| | ----- | |
| Total Other Assets | | 714,536.88 |
| | | |
| | ----- | |
| Total Assets | | 5,314,577.44 |

Combined Funds

Liabilities and Equity

Current Liabilities

| | |
|------------------------------------|------------|
| Accounts Payable | (660.00) |
| Conversion Accounts Payable | 4,323.72 |
| Fox, Jim - Cal Card | 64.94 |
| Redding, Shelley - Cal Card | 23.71 |
| Conversion Retirement Payable | 4,577.20 |
| Accrued Vacation | 32,172.12 |
| Compensated Absences | 3,261.00 |
| Deferred Inflows Pension | 26,026.00 |
| OPEB Liability | 577,615.00 |
| Net Pension Liability | 424,554.00 |
| Customer Construction Deposits | 1,888.29 |
| Refunds Payable - Utility Accounts | (133.55) |

Total Current Liabilities

1,073,712.43

Long-Term Liabilities

| | |
|---------------------------|------------|
| SWRCB Tenney Tank Project | 469,331.65 |
|---------------------------|------------|

Total Long-Term Liabilities

469,331.65

Other Liabilities

| | |
|------------------------|------------|
| OPEB Deferred Outflows | 246,605.00 |
| Deferred Inflows | 1,653.20 |
| Unearned Income | 89,378.41 |

Total Other Liabilities

337,636.61

Total Liabilities

1,880,680.69

Equity

| | |
|----------------------------|-----------------|
| Invest Fixed Assets | 1,923,693.93 |
| Fund Balance | 3,084,866.17 |
| Retained Earnings | (2,087,145.60) |
| Conversion Balancing | 709,440.33 |
| CURRENT YEAR INCOME/(LOSS) | (196,958.08) |

Total Equity

3,433,896.75

Total Liabilities & Equity

5,314,577.44

INVERNESS PUBLIC UTILITY DISTRICT
Quarterly Income Statement
For the Year 2023-2024

| Fund Description | Account | Account Description | Object | Object Desc | 1st Quarter | Current YTD | Budget | Variance |
|------------------|---------|---------------------------|--------|---------------------------|-------------|-------------|------------|------------|
| District | 41101 | Ad Valorem Property Taxes | | | 176.28 | 176.28 | 494,502.00 | 494,325.72 |
| District | 41122 | Excess ERAF | | | | | 100,000.00 | 100,000.00 |
| District | 52101 | District | 60101 | Management Wages | 18,451.92 | 18,451.92 | 105,560.00 | 87,108.08 |
| District | 52101 | District | 60103 | Administrative Wages | 16,977.55 | 16,977.55 | 64,757.00 | 47,779.45 |
| District | 52101 | District | 60135 | Accrued Vacation Wages | | | 4,500.00 | 4,500.00 |
| District | 52101 | District | 60210 | SS/Medicare Contribution | 2,944.41 | 2,944.41 | 13,029.00 | 10,084.59 |
| District | 52101 | District | 60220 | Health Insurance | 4,047.00 | 4,047.00 | 8,709.00 | 4,662.00 |
| District | 52101 | District | 60221 | Retiree Health Insurance | | | 30,050.00 | 30,050.00 |
| District | 52101 | District | 60251 | Retirement | 4,242.99 | 4,242.99 | 20,829.00 | 16,586.01 |
| District | 52101 | District | 60254 | Works Comp Ins | 1,554.38 | 1,554.38 | 573.00 | -981.38 |
| District | 52101 | District | 60271 | Unfunded PR Liabilities | | | 214.00 | 214.00 |
| District | 52101 | District | 62211 | General Supplies and Inve | | | 1,500.00 | 1,500.00 |
| District | 52101 | District | 62212 | Office Supplies, Postage, | 2,502.14 | 2,502.14 | 7,000.00 | 4,497.86 |
| District | 52101 | District | 62241 | Personal Protective Equip | | | 300.00 | 300.00 |
| District | 52101 | District | 62311 | Equipment Maintenance | | | 500.00 | 500.00 |
| District | 52101 | District | 62312 | Building Maintenance | | | 1,450.00 | 1,450.00 |
| District | 52101 | District | 62329 | Admin Office Utilities | 162.07 | 162.07 | | -162.07 |
| District | 52101 | District | 63312 | Dues & Publications | | | 6,100.00 | 6,100.00 |
| District | 52101 | District | 63361 | Board & Election Expenses | 29.61 | 29.61 | 1,000.00 | 970.39 |
| District | 52101 | District | 63362 | Public Relations & Outrea | 778.82 | 778.82 | 3,120.00 | 2,341.18 |
| District | 52101 | District | 63421 | Telephone, Internet, Cabl | 6,016.32 | 6,016.32 | 3,000.00 | -3,016.32 |
| District | 52101 | District | 63521 | Legal Expenses and Attorn | | | 5,000.00 | 5,000.00 |
| District | 52101 | District | 63531 | Financial Reporting/Audit | 7,140.00 | 7,140.00 | 5,500.00 | -1,640.00 |
| District | 52101 | District | 63532 | Other Agency Assessments | 648.10 | 648.10 | 1,200.00 | 551.90 |
| District | 52101 | District | 63551 | Office IT Support | 2,730.00 | 2,730.00 | 2,200.00 | -530.00 |
| District | 52101 | District | 63731 | Travel & Meetings | 83.84 | 83.84 | | -83.84 |
| District | 52101 | District | 63821 | Certification & Courses | 495.00 | 495.00 | 500.00 | 5.00 |
| District | 52101 | District | 65111 | Insurance | | | 2,645.00 | 2,645.00 |
| District | 52101 | District | 65541 | Bank & Payroll Charges | | | 9,000.00 | 9,000.00 |
| District | 52101 | District | 65554 | Property Tax Admin. Fees | | | 8,000.00 | 8,000.00 |
| District | 52101 | District | 68112 | Miscellaneous | 4,139.65 | 4,139.65 | 900.00 | -3,239.65 |
| District | 47211 | Interest Income | | | 171.74 | 171.74 | 5,000.00 | 4,828.26 |
| District | 47291 | Miscellaneous Income | | | 236.93 | 236.93 | 2,000.00 | 1,763.07 |
| District | 91000 | Transfer Out | 89100 | Transfer to Water | | | 257,307.00 | 257,307.00 |
| District | 91000 | Transfer Out | 89200 | Transfer to Fire | | | 134,367.00 | 134,367.00 |

INVERNESS PUBLIC UTILITY DISTRICT
Quarterly Income Statement
For the Year 2023-2024

| Fund Description | Account | Account Description | Object | Object Desc | 1st Quarter | Current YTD | Budget | Variance |
|------------------|---------|---------------------------|--------|---------------------------|-------------|-------------|------------|------------|
| Fire | 41121 | Special Fire Tax Assessme | | | | | 76,000.00 | 76,000.00 |
| Fire | 42131 | TOT Revenue (Meas)-Restri | | | | | 75,000.00 | 75,000.00 |
| Fire | 42132 | MWPA Defensible Space Pro | | | 1,048.91 | 1,048.91 | 20,000.00 | 18,951.09 |
| Fire | 42133 | MWPA Local Specific Preve | | | 1,048.92 | 1,048.92 | 20,000.00 | 18,951.08 |
| Fire | 42134 | WMES (Burton Funds) | | | | | 7,490.00 | 7,490.00 |
| Fire | 52101 | District | 62312 | Building Maintenance | 278.00 | 278.00 | | -278.00 |
| Fire | 53101 | Fire | 60101 | Management Wages | 10,062.17 | 10,062.17 | 46,051.00 | 35,988.83 |
| Fire | 53101 | Fire | 60102 | Operations Wages | 8,093.28 | 8,093.28 | 49,608.00 | 41,514.72 |
| Fire | 53101 | Fire | 60104 | Fire Staff | | | 2,000.00 | 2,000.00 |
| Fire | 53101 | Fire | 60105 | Duty Officer Wages | 550.00 | 550.00 | 1,000.00 | 450.00 |
| Fire | 53101 | Fire | 60135 | Accrued Vacation Wages | | | 4,500.00 | 4,500.00 |
| Fire | 53101 | Fire | 60210 | SS/Medicare Contribution | 1,304.30 | 1,304.30 | 7,318.00 | 6,013.70 |
| Fire | 53101 | Fire | 60220 | Health Insurance | 5,473.20 | 5,473.20 | 17,419.00 | 11,945.80 |
| Fire | 53101 | Fire | 60221 | Retiree Health Insurance | | | 3,703.00 | 3,703.00 |
| Fire | 53101 | Fire | 60251 | Retirement | 3,775.83 | 3,775.83 | 20,526.00 | 16,750.17 |
| Fire | 53101 | Fire | 60254 | Works Comp Ins | 98.88 | 98.88 | 3,131.00 | 3,032.12 |
| Fire | 53101 | Fire | 60271 | Unfunded PR Liabilities | 13,895.00 | 13,895.00 | 14,042.00 | 147.00 |
| Fire | 53101 | Fire | 62211 | General Supplies and Inve | 950.53 | 950.53 | 4,000.00 | 3,049.47 |
| Fire | 53101 | Fire | 62212 | Office Supplies, Postage, | 924.72 | 924.72 | 500.00 | -424.72 |
| Fire | 53101 | Fire | 62241 | Personal Protective Equip | 10,661.17 | 10,661.17 | 7,490.00 | -3,171.17 |
| Fire | 53101 | Fire | 62242 | Uniforms | | | 1,000.00 | 1,000.00 |
| Fire | 53101 | Fire | 62311 | Equipment Maintenance | | | 3,000.00 | 3,000.00 |
| Fire | 53101 | Fire | 62312 | Building Maintenance | 278.00 | 278.00 | 3,000.00 | 2,722.00 |
| Fire | 53101 | Fire | 62313 | Grounds Maintenance | 391.00 | 391.00 | 1,000.00 | 609.00 |
| Fire | 53101 | Fire | 62328 | Firehouse Utilities | 623.15 | 623.15 | 5,500.00 | 4,876.85 |
| Fire | 53101 | Fire | 62411 | Vehicle Gas & Oil | 761.53 | 761.53 | 7,000.00 | 6,238.47 |
| Fire | 53101 | Fire | 62412 | Vehicle Repairs & Service | 2,361.74 | 2,361.74 | 6,000.00 | 3,638.26 |
| Fire | 53101 | Fire | 63111 | Radio/Pager Repair | 1.81 | 1.81 | 500.00 | 498.19 |
| Fire | 53101 | Fire | 63112 | Commo Supplies | 801.31 | 801.31 | 4,000.00 | 3,198.69 |
| Fire | 53101 | Fire | 63113 | MERA Operations | 16,862.00 | 16,862.00 | 13,460.00 | -3,402.00 |
| Fire | 53101 | Fire | 63115 | MERA New Financing | | | 1,121.00 | 1,121.00 |
| Fire | 53101 | Fire | 63311 | Public Education and Awar | | | 1,000.00 | 1,000.00 |
| Fire | 53101 | Fire | 63312 | Dues & Publications | 1,089.00 | 1,089.00 | 500.00 | -589.00 |
| Fire | 53101 | Fire | 63314 | Resale Merchandise | | | 3,000.00 | 3,000.00 |
| Fire | 53101 | Fire | 63331 | MWPA Defensible Space | | | 21,172.00 | 21,172.00 |
| Fire | 53101 | Fire | 63332 | MWPA Local Projects | | | 21,172.00 | 21,172.00 |
| Fire | 53101 | Fire | 63362 | Public Relations & Outrea | 597.97 | 597.97 | 500.00 | -97.97 |
| Fire | 53101 | Fire | 63364 | Disaster Council | 580.19 | 580.19 | 5,000.00 | 4,419.81 |
| Fire | 53101 | Fire | 63411 | Utilities | 223.87 | 223.87 | | -223.87 |
| Fire | 53101 | Fire | 63421 | Telephone, Internet, Cabl | 939.53 | 939.53 | 700.00 | -239.53 |
| Fire | 53101 | Fire | 63531 | Financial Reporting/Audit | 700.00 | 700.00 | | -700.00 |
| Fire | 53101 | Fire | 63811 | Volunteer Training | 759.03 | 759.03 | 2,000.00 | 1,240.97 |
| Fire | 53101 | Fire | 63812 | Volunteer Appreciation | 42.73 | 42.73 | 1,500.00 | 1,457.27 |
| Fire | 53101 | Fire | 63813 | Volunteer Stipends | | | 2,390.00 | 2,390.00 |
| Fire | 53101 | Fire | 63821 | Certification & Courses | | | 1,500.00 | 1,500.00 |
| Fire | 53101 | Fire | 65111 | Insurance | | | 16,671.00 | 16,671.00 |
| Fire | 53101 | Fire | 68112 | Miscellaneous | | | 3,300.00 | 3,300.00 |
| Fire | 47114 | Merchandise Sales | | | 550.00 | 550.00 | 500.00 | -50.00 |
| Fire | 47291 | Miscellaneous Income | | | | | 700.00 | 700.00 |
| Fire | 49100 | Transfer In from District | | | | | 134,367.00 | 134,367.00 |

INVERNESS PUBLIC UTILITY DISTRICT
Quarterly Income Statement
For the Year 2023-2024

| Fund Description | Account | Account Description | Object | Object Desc | 1st Quarter | Current YTD | Budget | Variance |
|------------------|---------|---------------------------|--------|---------------------------|-------------|-------------|------------|------------|
| Water | 45101 | Basic Charges | | | 81,059.13 | 81,059.13 | 452,100.00 | 371,040.87 |
| Water | 45102 | Usage Charges | | | 15,170.01 | 15,170.01 | 68,126.00 | 52,955.99 |
| Water | 45103 | Cross Connection Fees | | | 204.00 | 204.00 | 1,300.00 | 1,096.00 |
| Water | 45104 | Miscellaneous Water Charg | | | 200.00 | 200.00 | | -200.00 |
| Water | 45109 | Customer Work Overhead | | | 1,255.81 | 1,255.81 | 500.00 | -755.81 |
| Water | 45113 | New Service Connection Fe | | | | | 7,800.00 | 7,800.00 |
| Water | 45211 | Misc. Water Charges | | | | | 2,000.00 | 2,000.00 |
| Water | 57101 | Water | 60101 | Management Wages | 10,062.19 | 10,062.19 | 46,051.00 | 35,988.81 |
| Water | 57101 | Water | 60102 | Operations Wages | 51,078.83 | 51,078.83 | 254,521.00 | 203,442.17 |
| Water | 57101 | Water | 60103 | Administrative Wages | 2,743.85 | 2,743.85 | | -2,743.85 |
| Water | 57101 | Water | 60135 | Accrued Vacation Wages | | | 15,000.00 | 15,000.00 |
| Water | 57101 | Water | 60210 | SS/Medicare Contribution | 4,736.21 | 4,736.21 | 22,994.00 | 18,257.79 |
| Water | 57101 | Water | 60220 | Health Insurance | 10,523.96 | 10,523.96 | 60,965.00 | 50,441.04 |
| Water | 57101 | Water | 60251 | Retirement | 10,130.87 | 10,130.87 | 44,667.00 | 34,536.13 |
| Water | 57101 | Water | 60254 | Works Comp Ins | 293.41 | 293.41 | 9,196.00 | 8,902.59 |
| Water | 57101 | Water | 60271 | Unfunded PR Liabilities | 22,291.00 | 22,291.00 | 23,606.00 | 1,315.00 |
| Water | 57101 | Water | 62211 | General Supplies and Inve | 6,785.79 | 6,785.79 | 15,000.00 | 8,214.21 |
| Water | 57101 | Water | 62212 | Office Supplies, Postage, | 216.00 | 216.00 | 1,000.00 | 784.00 |
| Water | 57101 | Water | 62221 | Chemicals | 2,022.21 | 2,022.21 | 5,000.00 | 2,977.79 |
| Water | 57101 | Water | 62222 | BacT & Raw Samples | 774.00 | 774.00 | 4,500.00 | 3,726.00 |
| Water | 57101 | Water | 62223 | Periodic Samples | 90.00 | 90.00 | 6,850.00 | 6,760.00 |
| Water | 57101 | Water | 62224 | Lead & Copper | 1,250.00 | 1,250.00 | 825.00 | -425.00 |
| Water | 57101 | Water | 62231 | Telemetry | 874.01 | 874.01 | 2,500.00 | 1,625.99 |
| Water | 57101 | Water | 62241 | Personal Protective Equip | | | 500.00 | 500.00 |
| Water | 57101 | Water | 62242 | Uniforms | | | 500.00 | 500.00 |
| Water | 57101 | Water | 62311 | Equipment Maintenance | | | 5,000.00 | 5,000.00 |
| Water | 57101 | Water | 62312 | Building Maintenance | | | 1,000.00 | 1,000.00 |
| Water | 57101 | Water | 62321 | Tank Maintenance | | | 3,000.00 | 3,000.00 |
| Water | 57101 | Water | 62322 | Collection & Treatment Ma | | | 8,200.00 | 8,200.00 |
| Water | 57101 | Water | 62323 | Distribution System Maint | 281.24 | 281.24 | 13,000.00 | 12,718.76 |
| Water | 57101 | Water | 62324 | Collection & Treatment Ut | 8,789.18 | 8,789.18 | 32,000.00 | 23,210.82 |
| Water | 57101 | Water | 62325 | Distribution System Utili | 1,350.94 | 1,350.94 | 1,100.00 | -250.94 |
| Water | 57101 | Water | 62326 | SCADA Maintenance | 90.00 | 90.00 | 8,000.00 | 7,910.00 |
| Water | 57101 | Water | 62327 | Cross Connect Maintenance | 1,620.00 | 1,620.00 | 1,200.00 | -420.00 |
| Water | 57101 | Water | 62411 | Vehicle Gas & Oil | 1,579.69 | 1,579.69 | 15,000.00 | 13,420.31 |
| Water | 57101 | Water | 62412 | Vehicle Repairs & Service | 2,298.73 | 2,298.73 | 2,500.00 | 201.27 |
| Water | 57101 | Water | 63312 | Dues & Publications | 300.00 | 300.00 | 2,000.00 | 1,700.00 |
| Water | 57101 | Water | 63411 | Utilities | 131.77 | 131.77 | | -131.77 |
| Water | 57101 | Water | 63421 | Telephone, Internet, Cabl | 761.54 | 761.54 | 1,200.00 | 438.46 |
| Water | 57101 | Water | 63521 | Legal Expenses and Attorn | | | 1,000.00 | 1,000.00 |
| Water | 57101 | Water | 63531 | Financial Reporting/Audit | 560.00 | 560.00 | | -560.00 |
| Water | 57101 | Water | 63532 | Other Agency Assessments | | | 4,700.00 | 4,700.00 |
| Water | 57101 | Water | 63541 | Billing & Collections | 10.66 | 10.66 | 9,000.00 | 8,989.34 |
| Water | 57101 | Water | 63821 | Certification & Courses | 409.99 | 409.99 | 200.00 | -209.99 |
| Water | 57101 | Water | 65111 | Insurance | | | 16,603.00 | 16,603.00 |
| Water | 57101 | Water | 68112 | Miscellaneous | | | 30.00 | 30.00 |
| Water | 47291 | Miscellaneous Income | | | | | 500.00 | 500.00 |
| Water | 49100 | Transfer In from District | | | | | 257,307.00 | 257,307.00 |
| Water | 85000 | Debt Services | 85200 | Loan Principal | | | 33,000.00 | 33,000.00 |
| Water | 85000 | Debt Services | 85250 | | | | 33,000.00 | 33,000.00 |



MALIA M. COHEN

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

| | |
|----------------|-------------------------------|
| Agency Name | INVERNESS PUBLIC UTILITY DIST |
| Account Number | 85-21-001 |

As of 10/13/2023, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2023.

| | | |
|-------------------------------|----|--------------------|
| Earnings Ratio | | .00009812538629360 |
| Interest Rate | | 3.59% |
| Dollar Day Total | \$ | 133,396,599.72 |
| Quarter End Principal Balance | \$ | 1,451,560.91 |
| Quarterly Interest Earned | \$ | 13,089.59 |



CALIFORNIA STATE TREASURER
FIONA MA, CPA



PMIA Daily Effective Yield

| Date | Daily | Quarter to Date | Average Maturity |
|----------|-------|-----------------|------------------|
| 10/18/23 | 3.76 | 3.60 | 250 |
| 10/17/23 | 3.73 | 3.59 | 252 |
| 10/16/23 | 3.69 | 3.58 | 252 |
| 10/15/23 | 3.62 | 3.57 | 250 |
| 10/14/23 | 3.63 | 3.57 | 249 |
| 10/13/23 | 3.63 | 3.56 | 249 |
| 10/12/23 | 3.62 | 3.56 | 250 |
| 10/11/23 | 3.59 | 3.55 | 251 |
| 10/10/23 | 3.56 | 3.55 | 254 |
| 10/09/23 | 3.57 | 3.55 | 253 |
| 10/08/23 | 3.57 | 3.54 | 256 |
| 10/07/23 | 3.57 | 3.54 | 256 |
| 10/06/23 | 3.57 | 3.54 | 256 |
| 10/05/23 | 3.57 | 3.53 | 257 |
| 10/04/23 | 3.55 | 3.52 | 255 |
| 10/03/23 | 3.53 | 3.51 | 257 |
| 10/02/23 | 3.52 | 3.50 | 258 |
| 10/01/23 | 3.48 | 3.48 | 255 |
| 09/30/23 | 3.48 | 3.42 | 256 |
| 09/29/23 | 3.50 | 3.42 | 252 |
| 09/28/23 | 3.53 | 3.42 | 248 |
| 09/27/23 | 3.53 | 3.42 | 247 |
| 09/26/23 | 3.57 | 3.42 | 243 |
| 09/25/23 | 3.56 | 3.42 | 244 |
| 09/24/23 | 3.61 | 3.41 | 239 |
| 09/23/23 | 3.61 | 3.41 | 239 |
| 09/22/23 | 3.61 | 3.41 | 239 |
| 09/21/23 | 3.62 | 3.41 | 238 |
| 09/20/23 | 3.63 | 3.40 | 235 |
| 09/19/23 | 3.63 | 3.40 | 236 |
| 09/18/23 | 3.59 | 3.40 | 236 |
| 09/17/23 | 3.58 | 3.40 | 239 |
| 09/16/23 | 3.58 | 3.39 | 239 |
| 09/15/23 | 3.58 | 3.39 | 239 |
| 09/14/23 | 3.53 | 3.39 | 240 |
| 09/13/23 | 3.50 | 3.39 | 238 |
| 09/12/23 | 3.49 | 3.39 | 239 |

*Daily yield does not reflect capital gains or losses



CALIFORNIA STATE TREASURER
FIONA MA, CPA



PMIA Daily Effective Yield

| Date | Daily | Quarter to Date | Average Maturity |
|----------|-------|-----------------|------------------|
| 09/11/23 | 3.47 | 3.39 | 240 |
| 09/10/23 | 3.48 | 3.38 | 240 |
| 09/09/23 | 3.48 | 3.38 | 240 |
| 09/08/23 | 3.48 | 3.38 | 240 |
| 09/07/23 | 3.49 | 3.38 | 239 |
| 09/06/23 | 3.48 | 3.38 | 239 |
| 09/05/23 | 3.47 | 3.38 | 240 |
| 09/04/23 | 3.48 | 3.38 | 243 |
| 09/03/23 | 3.48 | 3.37 | 243 |
| 09/02/23 | 3.48 | 3.37 | 243 |
| 09/01/23 | 3.48 | 3.37 | 243 |

*Daily yield does not reflect capital gains or losses



Inverness Public Utility District

Board Agenda Item Staff Report

Subject: California Cooperative Liquid Assets Securities Systems (CLASS) Investment Option
Meeting Date: October 25, 2023
Date Prepared: October 20, 2023
Prepared by: Shelley Redding, General Manager
Attachments: CLASS options summary from website and Prime Fund Investment Rates

Recommended Action: Provide instruction on whether to pursue further information about CLASS

Background: The District currently has reserves cash assets invested in the State's managed investment option LAIF(Local Agency Investment Fund) and a separate non-interest-bearing account at the Bank of America. With the recent increases in interest rates, the Board of Directors were interested in the current interest rates and accumulated interest received by LAIF in the current fiscal year. Additionally, the Financial Auditor referred staff to a new option for investments named California CLASS (Cooperative Liquid Assets Securities Systems). Staff mentioned the new investment option at the Board meeting held in September and were asked to provide information about the fund.

California CLASS is a joint project of CSDA and the League of California Cities; its inception date was 7/1/2022 (so it is only in its 16th month of operation). It has two funds, one that is completely liquid (the PRIME fund, intended for operating cash), and the higher-yield Enhanced Cash fund (for long-term investment; which requires deposits are kept into the fund for a minimum of 90 days).

Staff thinks CLASS bears watching because of its much higher rate of return than LAIF, but wouldn't recommend jumping into it right yet, because answers to some questions would need to be obtained to provide a more thorough study of the funds, including who is currently participating, to ensure compliance with District Investment Policy. Like LAIF, an investment in CLASS is not insured, but unlike LAIF, it doesn't have the resources of the State of California behind it.

California CLASS Enhanced Cash

A next-day liquidity investment option designed for California CLASS Participants seeking additional income

California
CLASS

California CLASS Enhanced Cash

California CLASS Enhanced Cash is a next-day liquidity investment option designed for California CLASS Participants that seeks to generate a higher yield while complementing the daily liquidity offered by the California CLASS fund for California public agencies. California CLASS Enhanced Cash is designed for investors with slightly longer investment horizons and the ability to tolerate a higher risk profile.

Complement your investment management strategy with Enhanced Cash by gaining exposure to a diversified set of high-quality, short-term securities for your public agency's portfolio. Enhance your ability to manage your assets more efficiently and effectively while still emphasizing safety and liquidity.

DETAILED PORTFOLIO FEATURES:

CASH MANAGEMENT DIVERSIFICATION

Gain exposure to longer-dated securities to potentially increase the total return profile of your public agency's liquidity portfolio.



WITHDRAWALS

Withdrawn funds are available the business day after the transaction date that is entered in the online portal.



REPORTING

Enhanced Cash Participants can conveniently access transaction confirmations and monthly statements on-demand via the Online Participant Portal.



ACCOUNTS


With Enhanced Cash, your public agency will enjoy unlimited subaccounts and monthly transactions; seamlessly transfer between all of your California CLASS accounts.



California
CLASS

 www.californiaclass.com

 info@californiaclass.com

 550 S. Hope Street, Suite 560
Los Angeles, CA 90071

INVESTING MADE EASY

Which investment option better suits your public agency's needs?

| Investment Option | California CLASS Prime | California CLASS Enhanced Cash |
|-----------------------|--|--|
| Portfolio Type | Prime-style fund | Enhanced cash |
| Purpose | Operating Funds | Strategic Reserves |
| Rating | 'AAAm' | 'AAAf/S1' |
| Liquidity Offered | Daily | Next-Day |
| Min/Max Investment | None | None |
| Online Reporting | Transaction confirms, monthly & on-demand statements | Transaction confirms, monthly & on-demand statements |
| Withdrawals | Unlimited | Unlimited |
| Accounts | Unlimited | Unlimited |
| Investment Horizon | Day-to-Day | 12-18 Months |
| Dividend Rate | Accrue Daily | Accrue Daily |
| WAM | ≤60 days | 90-200 days |
| Net Asset Value (NAV) | Stable \$1.00 per share | Variable \$10.00 per share |

ELIGIBLE INVESTMENTS

California CLASS investments are made in accordance with California State Code, Section 6509.7. For a complete description of permitted investments, please [click here](#) to view the Enhanced Cash Investment Policy.

Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. California CLASS is not a bank. An investment in California CLASS is not insured by the Federal Deposit Insurance Corporation or any other government agency. Please read the applicable information statement(s) carefully before making any investment decision. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

California CLASS Prime is rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. California CLASS Enhanced Cash is rated 'AAAf/S1' by FitchRatings. The 'AAAf' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'S1' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'S1' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk.

California CLASS Investment Options

What is California CLASS?

The California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code. California CLASS is a pooled investment option that was created via a joint exercise of powers agreement by and among California public agencies. California CLASS provides California public agencies with a convenient method for investing in high-quality, short- to medium-term securities carefully selected to optimize interest earnings while prioritizing safety and liquidity. The California CLASS Prime and Enhanced Cash funds offer public agencies the opportunity to strengthen and diversify their cash management programs in accordance with the safety, liquidity, and yield hierarchy that governs the investment of public funds.

California CLASS strives to minimize risk by managing its portfolios in a manner that prioritizes principal preservation and only invests in securities that are permitted pursuant to the laws of the state of California and the California CLASS Investment Policies.

The management of California CLASS is under the direction of a Board of Trustees comprised of eligible Participants of the program. The Board of Trustees has appointed Public Trust Advisors, LLC to serve as the Investment Advisor and Administrator of the program and has appointed U.S. Bank as the Custodian.

Who Can Participate?

Participation in California CLASS is open to all public agencies in the state of California that have the authority to invest their treasury's funds. According to California Government Code 6500, the federal government or any federal department or agency, this state, another state or any state department or agency, a county, county board of education, county superintendent of schools, city, public corporation, public district, or regional transportation commission of the State of California or another state, or any joint powers authority formed pursuant to this article [Article 1 of the Joint Exercise of Powers Act] by any of these agencies can participate in California CLASS. Additionally, according to Section 6509.7, a nonprofit corporation whose membership is confined to public agencies or public officials may also participate.



Q How can I participate in California CLASS?

Q Does California CLASS limit the number of subaccounts a Participant can have?

Q What is the minimum requirement for investing in California CLASS?

A There is no minimum investment amount for either of the California CLASS portfolios.

California CLASS Product Suite

California CLASS can provide public agency with a comprehensive, professionally managed approach to investing your funds. California CLASS currently offers two investment options:

| | California CLASS Prime | California CLASS Enhanced Cash |
|---------------------------|--|--|
| Portfolio Type | Prime-Style | Enhanced Cash |
| Purpose | Operating Funds | Strategic Reserves |
| Rating | 'AAAm' Rated by S&P Global Ratings* | 'AAAf/S1' Rated by FitchRatings** |
| Liquidity | Daily | Next-Day |
| Min/Max Investment | None | None |
| Online Reporting | Transaction confirms, monthly & on-demand statements | Transaction confirms, monthly & on-demand statements |
| Withdrawals | Unlimited | Unlimited |
| Accounts | Unlimited | Unlimited |
| Investment Horizon | Day-to-Day | 12-18 Months |
| WAM | ≤ 60 Days | 90-200 Days |

Learn More About Our Portfolios

(<http://www.flclass.com/flclass>)

(<http://www.flclass.com/flclass-enhanced-cash>)

California CLASS Historical Rates - October 2023

| Date | Daily Rate (%) | YTD Yield (%) | 7-Day Yield (%) | 30-Day Yield (%) | WAM Days to Reset | WAM Days to Final | Daily Dividend | Net Asset Value (NAV) |
|------------|----------------|---------------|-----------------|------------------|-------------------|-------------------|----------------|-----------------------|
| 10/18/2023 | 5.5159 | 5.0944 | 5.5087 | 5.5033 | 45 | 70 | 0.000151121 | 0.99992935 |
| 10/17/2023 | 5.5045 | 5.0929 | 5.507 | 5.5022 | 41 | 66 | 0.000150809 | 0.99993957 |
| 10/16/2023 | 5.5064 | 5.0915 | 5.5078 | 5.5011 | 41 | 67 | 0.000150859 | 0.99994268 |
| 10/15/2023 | 5.5088 | 5.09 | 5.5071 | 5.5001 | 42 | 67 | 0.000150925 | 0.99985765 |
| 10/14/2023 | 5.5088 | 5.0886 | 5.506 | 5.4989 | 43 | 68 | 0.000150925 | 0.9999019 |
| 10/13/2023 | 5.5088 | 5.0871 | 5.5049 | 5.4977 | 44 | 69 | 0.000150925 | 0.99994615 |
| 10/12/2023 | 5.5075 | 5.0856 | 5.5038 | 5.4963 | 44 | 68 | 0.00015089 | 0.99993012 |
| 10/11/2023 | 5.5043 | 5.0842 | 5.5038 | 5.495 | 42 | 66 | 0.000150804 | 0.99994562 |
| 10/10/2023 | 5.5101 | 5.0827 | 5.504 | 5.4937 | 44 | 69 | 0.000150963 | 0.99994585 |
| 10/9/2023 | 5.5011 | 5.0812 | 5.503 | 5.492 | 44 | 69 | 0.000150716 | 0.99981671 |
| 10/8/2023 | 5.5011 | 5.0797 | 5.5025 | 5.4906 | 44 | 70 | 0.000150716 | 0.99986178 |
| 10/7/2023 | 5.5011 | 5.0782 | 5.5051 | 5.4892 | 45 | 71 | 0.000150716 | 0.99990685 |
| 10/6/2023 | 5.5011 | 5.0766 | 5.5077 | 5.488 | 46 | 72 | 0.000150716 | 0.99995193 |
| 10/5/2023 | 5.5072 | 5.0751 | 5.5103 | 5.4865 | 46 | 71 | 0.000150883 | 0.99993587 |
| 10/4/2023 | 5.506 | 5.0735 | 5.5114 | 5.4847 | 45 | 70 | 0.000150848 | 0.99993786 |
| 10/3/2023 | 5.5033 | 5.072 | 5.5122 | 5.4827 | 45 | 70 | 0.000150776 | 0.9999216 |
| 10/2/2023 | 5.4978 | 5.0704 | 5.5113 | 5.4808 | 46 | 71 | 0.000150625 | 0.99992591 |
| 10/1/2023 | 5.5193 | 5.0689 | 5.5098 | 5.479 | 46 | 71 | 0.000151213 | 0.99985192 |

Source: Public Trust Advisors[®] Data unaudited. Performance results for California CLASS are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. California CLASS is not a bank. An investment in California CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the California CLASS Prime Fund seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. Please review the California CLASS Information Statement(s) before investing. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses. Please visit www.californiaclass.com/rates-disclaimer for more information. Visit www.californiaclass.com/rates/ for more information on historical yields and performance.

SEE THIS

Performance

Annualized as of June 30, 2023

| Time Period | California CLASS Prime |
|-----------------|------------------------|
| Inception Date | 7/1/2022 |
| 1 year | 3.9692% |
| 3 years | N/A |
| 5 years | N/A |
| 10 years | N/A |
| Since Inception | 3.9692% |

| Benchmark(s) | 1 year | 3 year | 5 year | 10 year |
|------------------------------------|---------|---------|---------|---------|
| ICE BofA US 3-Month Treasury Index | 3.5931% | 1.2723% | 1.5510% | 0.9847% |



Inverness Public Utility District
Board Meeting October 25, 2023

Agenda Item No. 5

Water System Report

- September 2023
- Rainfall Report

Daily Precipitation Record

2023 - 2024

Inverness Public Utility District

Location: 275 Perth Way

Season: 7/1/2023 - 6/30/2024

| Date | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|-------|------|------|------|------|------|------|------|------|------|------|------|------|
| 1 | -- | -- | 0.07 | -- | | | | | | | | |
| 2 | -- | 0.01 | -- | -- | | | | | | | | |
| 3 | -- | 0.01 | -- | -- | | | | | | | | |
| 4 | -- | -- | -- | -- | | | | | | | | |
| 5 | -- | -- | -- | -- | | | | | | | | |
| 6 | 0.01 | -- | -- | -- | | | | | | | | |
| 7 | -- | -- | -- | -- | | | | | | | | |
| 8 | -- | -- | -- | -- | | | | | | | | |
| 9 | -- | -- | -- | 0.08 | | | | | | | | |
| 10 | -- | -- | -- | 0.28 | | | | | | | | |
| 11 | -- | -- | -- | -- | | | | | | | | |
| 12 | -- | -- | -- | -- | | | | | | | | |
| 13 | -- | -- | -- | -- | | | | | | | | |
| 14 | -- | -- | -- | 0.05 | | | | | | | | |
| 15 | -- | -- | -- | 0.01 | | | | | | | | |
| 16 | -- | -- | -- | -- | | | | | | | | |
| 17 | -- | -- | -- | -- | | | | | | | | |
| 18 | -- | -- | -- | -- | | | | | | | | |
| 19 | -- | -- | -- | -- | | | | | | | | |
| 20 | -- | -- | -- | -- | | | | | | | | |
| 21 | -- | -- | -- | -- | | | | | | | | |
| 22 | -- | -- | -- | -- | | | | | | | | |
| 23 | -- | -- | -- | -- | | | | | | | | |
| 24 | -- | -- | -- | -- | | | | | | | | |
| 25 | -- | -- | 0.15 | -- | | | | | | | | |
| 26 | -- | -- | -- | -- | | | | | | | | |
| 27 | -- | -- | -- | -- | | | | | | | | |
| 28 | -- | -- | -- | -- | | | | | | | | |
| 29 | -- | -- | 0.06 | -- | | | | | | | | |
| 30 | -- | -- | -- | -- | | | | | | | | |
| 31 | -- | 0.01 | | | | | | | | | | |
| Month | 0.01 | 0.03 | 0.28 | 0.42 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Year | 0.01 | 0.04 | 0.32 | 0.74 | | | | | | | | |

Historic average annual rainfall (Oct. 1925 - June 2023): **37.39 inches**

2023/24 is 94th year of data (no data is available for the five years 7/1959 through 6/1964).

Inverness Public Utility District  PO Box 469  Inverness CA 94937-0469  415-669-1414



Inverness Public Utility District
Board Meeting October 25, 2023

Agenda Item No. 6

Fire Department Report

- September 2023
- Marin Wildfire Prevention Update (MWPA)

FIRE DEPARTMENT REPORT

September 2023

INCIDENTS:

| <u>#</u> | <u>Date</u> | |
|----------|-------------|--|
| #23-098 | 9-3 | EMS @ Sir Francis Drake Blvd for broken arm. M94 transport. <i>Attendance:</i> Brian Cassel, Cassidy Russell, Jim Fox, Tom Fox |
| #23-099 | 9-6 | Vehicle accident @ 11250 Hwy 1. Crashed avoiding deer. Inverness cancelled. <i>Attendance:</i> David Briggs, Greg Eastman, Jim Fox, Ken Fox |
| #23-100 | 9-8 | Carbon monoxide alarm @ 10 Escondido Way. No merit. <i>Attendance:</i> David Briggs, Greg Eastman, Jim Fox, Ken Fox |
| #23-101 | 9-9 | EMS @ Sir Francis Drake Blvd for pain in side. <i>Attendance:</i> David Briggs, Jim Fox |
| #23-102 | 9-14 | Vehicle accident @ 45 Drakes View Dr. Non-injury. Road shut down for hours. <i>Attendance:</i> David Briggs, Jim Fox, Greg Eastman, Tim Olson |
| #23-103 | 9-17 | Vegetation Fire @ Reported from across the bay, in the area of Sacramento Landing. No merit. <i>Attendance:</i> David Briggs, Jim Fox, Greg Eastman, Andrew Boc, Brian Cassel, Jay Borodic, Liam Riley, Nikki Spencer, Tom Fox. |
| #23-104 | 9-18 | EMS @ Sir Francis Drake Blvd. Fall with poss. Broken hip. M94 transport. <i>Attendance:</i> David Briggs, Jim Fox, Ken Fox, Tom Fox. |
| #23-105 | 9-18 | EMS @ Rannoch for chest pain. M94 transport. <i>Attendance:</i> David Briggs, Jim Fox, Ken Fox |
| #23-106 | 9-20 | Tree down @ 25 Woodhaven. <i>Attendance:</i> David Briggs, Tim Olson |
| #23-107 | 9-20 | EMS @ Laurel View for arm cut with chainsaw. M94 transport. <i>Attendance:</i> David Briggs, Jacob Leyva, Jim Fox, Ken Fox, Tim Olson |
| #23-108 | 9-20 | Fire alarm @ 180 Douglas. No merit. <i>Attendance:</i> Jim Fox |
| #23-109 | 9-23 | Wires down @ Vision Road. <i>Attendance:</i> Jim Fox, David Briggs, Dennis Holton, Tom Fox |
| #23-110 | 9-26 | Vehicle accident @ 12642 SFD. False alarm from iPhone crash detection. <i>Attendance:</i> Cassidy Russell, David Briggs, Jim Fox, Tom Fox |
| #23-111 | 9-26 | EMS @ Inverness Way for high blood pressure. <i>Attendance:</i> David Briggs, Ken Fox, Tom Fox |
| #23-112 | 9-28 | EMS @ Inverness Way for allergic reaction to insect bite. <i>Attendance:</i> David Briggs |
| #23-113 | 9-29 | EMS @ Inverness Way for high blood pressure. <i>Attendance:</i> David Briggs, Tom Fox |

TRAININGS:

September 10: Water rescue training at Yacht Club.

Attendees: Greg Eastman, Jim Fox, Tom Fox, Andrew Bock, David Briggs, Cassidy Russell, Jacob Leyva, Dennis Holton

September 26: SCBA training

Attendees: Greg Eastman, Jim Fox, Tom Fox, Andrew Bock, David Briggs, Brian Cassell, Ken Fox, Cassidy Russell, Jacob Leyva, Dennis Holton, Jay Borodic

ACTIVITIES AND MAINTENANCE:

1. NFIRS data preparation.
2. Station cleanup
3. Revise Fire Department Handbook.
4. Review and revise pre-plans.
5. Meeting with neighborhood stakeholders and Marin County Fire personnel at site of Seahaven Shaded Fuel Break.
6. EMR class in Bolinas.
7. Distribute Narcan.
8. MWPA weekly meetings and environmental review project mapping.
9. MERA inventory.
10. SCBA training with Stinson.
11. Capital project planning with Jenna and Shelley.
12. WMDC meeting.
13. FEMA AFG data preparation / meetings.
14. MWPA sponsored chipping event at firehouse.
15. VOAD / WMDC planning meeting.

PERSONNEL:

Jim Fox, Ken Fox, Tom Fox, Burton Eubank, Brian Cassel, Jeff McBeth, Tim Olson, Dennis Holton, Brett Miller, David Briggs, David Wright, Nikki Spencer, Greg Eastman, Celine Bennett, Jay Borodic, Liam Riley, Jack von Thaer, Andrew Bock, Jacob Leyva, Cassidy Russell, Andrew Bock, Skyla Stedwell Hill

Jim Fox, Chief

MWPA MONTHLY REPORT

SEPTEMBER 2023 / SEPTEMBER BOARD MEETING

LOCAL CORE PROJECTS

- Discussed pursuing funding for NOAA weather radios to distribute to community.

DEFENSIBLE SPACE

MWPA/Fire Foundry bring your own chipper event held on Sept 29, 2023. Chipped 27.5 cubic yards of vegetation, plus nearly everything that Jerry Meral had lined up on Vision Road.

WEST MARIN CORE PROJECT ACTIVITY

- Seahaven residents coordinated with County Fire to have “Phase 1” of a shaded fuel break completed. We are looking into adding phases 2 and 3, and maintenance as a Core project.
- Weekly meetings with MWPA and other fire departments in the coastal zone to discuss which projects to pursue.
 - Sept 8:
 - Identifying areas for next years evacuation route work, then using Evacuation Route Planning Tool (to be released this fall) to further define which areas to pursue work.
 - Evacuation Route White paper ([Literature Review of the State-of-the-Science in Wildfire Evacuation \(website-files.com\)](#))
 - Neighborhood level labelling for MWPA maps.
 - NOAA radios for emergency communications.

MEETINGS / COMMITTEES

- None.



Inverness Public Utility District
Board Meeting October 25, 2023

Agenda Item No. 7

Review and Approve Expenditures

- **September 2023 Expenditures**
- **September 2023 Credit Card Charges**
- **September 2023 Payroll Summary**

10/19/23
12:20:59

INVERNESS PUBLIC UTILITY DISTRICT
Check Register for Bank of America
For the Accounting Period: 9/23

Page: 1 of 3
Report ID: AP300

Claim Checks

| Check # | Type | Vendor #/Name | Check Amount | Date Issued | Period Redeemed | Claim # | Claim Amount |
|---------|------|--|--------------|-------------|-----------------|---------|--------------|
| -99672 | E | 29 TRUIST BANK | 1.04 | 09/18/23 | 9/23 | | |
| -99665 | E | 376 INVERNESS PROPERTY MANAGEMENT | 1200.00 | 09/01/23 | 9/23 | CL 777 | 1.04 |
| -99664 | E | 256 PG&E | 3771.45 | 09/27/23 | 9/23 | CL 808 | 1200.00 |
| -99662 | E | 306 U.S. BANK CORPORATE PAYMENT SYSTEMS | 952.90 | 10/02/23 | 9/23 | CL 805 | 3771.45 |
| -99661 | E | 306 U.S. BANK CORPORATE PAYMENT SYSTEMS | 994.94 | 10/02/23 | 9/23 | CL 810 | 952.90 |
| -99660 | E | 306 U.S. BANK CORPORATE PAYMENT SYSTEMS | 135.64 | 10/02/23 | 9/23 | CL 811 | 994.94 |
| -99651 | E | 321 VERIZON WIRELESS | 40.01 | 09/21/23 | 9/23 | CL 812 | 135.64 |
| 60178 | S | 8 ALPHA ANALYTICAL LABORATORIES, INC. | 1250.00 | 09/18/23 | _____ | CL 835 | 40.01 |
| 60179 | S | 360 AT&T MOBILITY (Firstnet) | 231.58 | 09/18/23 | _____ | CL 781 | 1250.00 |
| 60180 | S | 36 BRELJE AND RACE LABORATORIES, INC. | 387.00 | 09/18/23 | _____ | CL 780 | 231.58 |
| 60181 | S | 385 CHARLES PLANT | 40.73 | 09/18/23 | _____ | CL 783 | 387.00 |
| 60182 | S | 213 MCMASTER-CARR | 102.45 | 09/18/23 | _____ | CL 779 | 40.73 |
| 60183 | S | 384 STINSON BEACH FIRE PROTECTION DISTRICT | 8776.45 | 09/18/23 | _____ | CL 782 | 102.45 |
| 60184 | S | 18 AT&T (CalNet) | 860.12 | 09/25/23 | _____ | CL 778 | 8776.45 |
| 60185 | S | 17 AT&T -F1 Internet | 117.70 | 09/25/23 | _____ | CL 789 | 860.12 |
| 60186 | S | 130 GRAINGER | 74.10 | 09/25/23 | _____ | CL 788 | 117.70 |
| 60187 | S | 132 HACH COMPANY | 540.12 | 09/25/23 | _____ | CL 792 | 74.10 |
| 60188 | S | 386 KENNETH R. STEVENS | 1620.00 | 09/25/23 | _____ | CL 790 | 540.12 |
| 60189 | S | 193 LUNNY GRADING & PAVING, INC. | 379.15 | 09/25/23 | _____ | CL 787 | 1620.00 |
| 60190 | S | 11 AMAZON CAPITAL SERVICES | 387.84 | 10/02/23 | _____ | CL 791 | 379.15 |
| 60191 | S | 339 JENNA NICOLAS | 83.84 | 10/02/23 | _____ | CL 800 | 387.84 |
| 60192 | S | 196 MARIN COUNTY FINANCE DEPARTMENT | 986.92 | 10/02/23 | _____ | CL 797 | 83.84 |
| 60193 | S | 245 PACE SUPPLY CORP. | 2626.59 | 10/02/23 | _____ | CL 798 | 986.92 |
| 60194 | S | 262 QUILL CORPORATION | 357.87 | 10/02/23 | _____ | CL 799 | 2626.59 |
| | | | | | | CL 801 | 207.82 |
| | | | | | | CL 802 | 143.67 |
| | | | | | | CL 803 | 6.38 |

10/19/23
12:20:59

INVERNESS PUBLIC UTILITY DISTRICT
Check Register for Bank of America
For the Accounting Period: 9/23

Page: 2 of 3
Report ID: AP300

Claim Checks

| Check # | Type | Vendor #/Name | Check Amount | Date Issued | Period Redeemed | Claim # | Claim Amount |
|-------------------------------|------|--|-----------------|-------------|-----------------|---------|--------------|
| 60195 | S | 282 SPECIAL DISTRICT RISK MANAGEMENT AUTHORI | 1533.81 | 10/02/23 | _____ | CL 804 | 1533.81 |
| 60196 | S | 41 BUILDING SUPPLY CENTER | 1268.27 | 10/16/23 | _____ | CL 831 | 1268.27 |
| 60197 | S | 64 CHEDA'S GARAGE | 914.01 | 10/16/23 | _____ | CL 827 | 914.01 |
| 60198 | S | 71 CORE UTILITIES, INC. | 120.00 | 10/16/23 | _____ | CL 836 | 120.00 |
| 60199 | S | 146 HORIZON CABLE TV INC. | 195.08 | 10/16/23 | _____ | CL 832 | 105.04 |
| | | | | | | CL 834 | 90.04 |
| 60200 | S | 169 JOHN'S DAIRY EQUIPMENT & SUPPLY, INC. | 118.50 | 10/16/23 | _____ | CL 833 | 118.50 |
| 60201 | S | 196 MARIN COUNTY FINANCE DEPARTMENT | 1354.30 | 10/16/23 | _____ | CL 829 | 1354.30 |
| 60202 | S | 215 MCPHAIL FUEL CO. | 5.08 | 10/16/23 | _____ | CL 830 | 5.08 |
| 60203 | S | 262 QUILL CORPORATION | 214.94 | 10/16/23 | _____ | CL 828 | 214.94 |
| Total for Claim Checks | | | 31642.43 | | | | |
| Count for Claim Checks | | | | | | | 33 |

* denotes missing check number(s)

of Checks: 33 Total: 31642.43

10/19/23
12:20:59

INVERNESS PUBLIC UTILITY DISTRICT
Fund Summary for Claim Check Register
For the Accounting Period: 9/23

Page: 3 of 3
Report ID: AP110

| Fund/Account | Amount |
|---------------|--------------------|
| 10 District | |
| 10101 | \$4,323.31 |
| 21 Fire | |
| 10101 | \$12,318.45 |
| 51 Water | |
| 10101 | \$15,000.67 |
| Total: | \$31,642.43 |

10/02/23
13:40:32

INVERNESS PUBLIC UTILITY DISTRICT
Claim Approval List
For the Accounting Period: 9/23
For Pay Date: 10/02/23

Page: 1 of 1
Report ID: AP100

For doc #s from 810 to 812, Bank of America
* ... Over spent expenditure

| Claim | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|--------------------------------|----------|--|-------------------------|------------------------------------|------|-----------------|-------------|-----------------|
| 810 | E | 306 U.S. BANK CORPORATE PAYMENT | 952.90 | | | | | |
| J.Fox | Cal Card | 09/22/23 | | | | | | |
| | 082323 | 08/23/23 Vics Tow - Jeep | 375.00 | | | 21 53101 | 62412 | 10101 |
| | 87220897 | 08/23/23 Emerg Med Products | 48.04 | | | 21 53101 | 62211 | 10101 |
| | 082923 | 08/29/23 Inv. Store-Drill Supples | 63.83 | | | 21 53101 | 63811 | 10101 |
| | 2858603 | 09/02/23 Amazon - AAA Batteries | 27.93 | | | 21 53101 | 63112 | 10101 |
| | 7047401 | 09/01/23 Amazon-AAA Rechargeable Batte | 17.85 | | | 21 53101 | 63112 | 10101 |
| | 091023 | 09/10/23 Bovine Bakery - Drill Supplies | 45.00 | | | 21 53101 | 63811 | 10101 |
| | 091023-2 | 09/10/23 Palace Mkt - Drill Supplies | 45.64 | | | 21 53101 | 63811 | 10101 |
| | 0923 | 09/13/23 Adobe - Subsc. Fee Monthly | 29.99* | | | 21 53101 | 62212 | 10101 |
| | 6980227 | 09/19/23 Amazon - Keyless Lock Admin O | 35.70 | | | 10 52101 | 62212 | 10101 |
| | 091923 | 09/19/23 Inv. Store - Supplies | 14.97 | | | 51 57101 | 62212 | 10101 |
| | 0773059 | 09/19/23 Amazon - Desk Admin Office | 248.95 | | | 10 52101 | 62212 | 10101 |
| 811 | E | 306 U.S. BANK CORPORATE PAYMENT | 994.94 | | | | | |
| S Redding | Cal Card | 09/22/23 | | | | | | |
| | 367436 | 08/29/23 Brenntag Pacific | 951.18 | | | 51 57101 | 62221 | 10101 |
| | 083023 | 08/30/23 Costco - Drill Supplies | 43.76 | | | 21 53101 | 63811 | 10101 |
| 812 | E | 306 U.S. BANK CORPORATE PAYMENT | 135.64 | | | | | |
| D. Briggs | Cal Card | 09/22/23 | | | | | | |
| | 0423435 | 09/10/23 Amazon - 2 NOAA Weather Radio | 72.14* | | | 21 53101 | 62212 | 10101 |
| | 228323 | 09/10/23 Pearson Ed.-Emerg.Med.Books | 63.50 | | | 21 53101 | 63811 | 10101 |
| # of Claims | | | 3 | Total: | | 2,083.48 | | |
| Total Electronic Claims | | | 2,083.48 | Total Non-Electronic Claims | | | | |

Total for Payroll Checks

| | Employee | Employer | Amount |
|---------------------------------|-----------|----------|-----------|
| HOL HOURS (Holiday Pay) | 60.00 | | 2,594.04 |
| J001 HOURS (INS IN LIEU) | 0.00 | | 1,020.00 |
| OVER HOURS (Overtime) | 1.00 | | 55.50 |
| REG HOURS (Regular Time) | 1,210.75 | | 53,830.02 |
| SICK HOURS (Sick Time) | 1.50 | | 55.37 |
| VACA HOURS (Vacation Time Used) | 64.00 | | 2,519.01 |
| GROSS PAY | 60,073.94 | 0.00 | |
| NET PAY | 44,748.55 | 0.00 | |
| CLASSIC | 0.00 | 2,247.38 | |
| FIRE CLASSIC | 0.00 | 1,170.46 | |
| FIT | 6,619.42 | 0.00 | |
| HEALTH INS HSA | 1,539.70 | 8,471.62 | |
| MEDICARE | 848.74 | 848.74 | |
| PEPRA | 0.00 | 4,908.55 | |
| PEPRA SAFETY | 0.00 | 884.20 | |
| SDI | 540.69 | 0.00 | |
| SIT | 2,147.72 | 0.00 | |
| SOCIAL SECURITY | 3,629.12 | 3,629.12 | |
| WORKERS' COMP | 0.00 | 208.89 | |
| CHASE BANK | 4,373.34 | 0.00 | |
| EXCHANGE BANK | 5,643.30 | 0.00 | |
| REDWOOD CU | 21,684.97 | 0.00 | |
| UMB BANK | 2,802.24 | 0.00 | |
| UMPQUA BANK | 1,401.14 | 0.00 | |
| WELLS FARGO | 8,843.56 | 0.00 | |
| FIT/SIT BASE | 58,534.24 | 0.00 | |
| MEDICARE BASE | 58,534.24 | 0.00 | |
| SOC SEC BASE | 58,534.24 | 0.00 | |
| UN BASE | 60,073.94 | 0.00 | |
| WC BASE | 60,055.44 | 0.00 | |

Total 22,368.96
Total Payroll Expense (Gross Pay + Employer Contributions): 82,442.90

Check Summary

| | |
|----------------------------|--------------|
| Payroll Checks Prev. Out. | \$143,303.54 |
| Payroll Checks Issued | \$0.00 |
| Payroll Checks Redeemed | \$0.00 |
| Payroll Checks Outstanding | \$143,303.54 |
| Electronic Checks | \$82,234.01 |

| Deductions Accrued | Carried Forward From Previous Month | Deduction Checks Issued | Difference | Liab Account |
|--------------------|--|----------------------------|------------|--------------|
| Social Security | 7258.24 | 7258.24 | | 21103 |
| Medicare | 1697.48 | 1697.48 | | 21102 |
| Unempl. Insur. | 0.00 | | | 21107 |

10/19/23
12:23:57

INVERNESS PUBLIC UTILITY DISTRICT
Payroll Summary For Payrolls from 09/01/23 to 09/30/23

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| | | | | | |
|----------------|----------|---------|----------|---------|-------|
| Workers' Comp | 208.89 | 1372.07 | | 1580.96 | 21108 |
| FIT | 6619.42 | | 6619.42 | | 21101 |
| SIT | 2147.72 | | 2147.72 | | 21104 |
| SDI | 540.69 | | 540.69 | | 21105 |
| PEPRA | 4908.55 | | 4908.55 | | 21123 |
| CLASSIC | 2247.38 | | 2247.38 | | 21121 |
| FIRE CLASSIC | 1170.46 | | 1170.46 | | 21122 |
| PEPRA SAFETY | 884.20 | | 884.20 | | 21125 |
| HEALTH INS HSA | 10011.32 | | 10011.32 | | 21111 |
| Total Ded. | 37694.35 | 1372.07 | 37485.46 | 1580.96 | |

**** Carried Forward column only correct if report run for current period.



Inverness Public Utility District
Board Meeting October 25, 2023

Agenda Item No. 8

Committee Meetings/Reports

- November Board Meeting Date & Time Change



Inverness Public Utility District
Board Meeting October 25, 2023

Agenda Item No. 9

Announcements,

Next Meeting,

Adjournment