



INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT ✧ WATER SYSTEM

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**Board of Directors
Minutes, Regular Meeting
Wednesday, August 23, 2023, 9:00 a.m.
Inverness Firehouse, 50 Inverness Way, Inverness CA**

1. Call to Order; Attendance Report

Vice President Whitney called the meeting to order at 9:10 a.m.

Directors Present: Dakota Whitney, Kathryn Donohue, David Press

Directors Absent: Ken Emanuels, Brent Johnson

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 (via video)

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

3. **Board Officer Elections:** GM Redding noted that Director Emanuels had proposed to elect a new Board President at the previous meeting. Because of the absence of two Directors, it was decided to table the item to the September meeting.

4. Approval of Minutes:

- Regular Meeting of July 26, 2023

M/S Donohue/Press to approve the minutes of the Regular Meeting of July 26, 2023, as submitted.

AYES 3, NOES 0

5. Management Report

Grants and Projects

- **District Capital Projects Funding Strategy Report – Update:** GM Redding noted the two informational Staff Reports provided pertaining to the DWR Tank Replacement Grant and the Coastal Zone collaboration being pursued with a grant from NOAA. Staff member Jenna Nicolas briefly summarized the report from the previous meeting pertaining to the meetings with the County OES and the focus on a regional collaboration with the possibility of a grant from NOAA. GM Redding noted she attended a meeting in Stinson Beach with Stinson Beach County Water District, Bolinas Community Public Utility District, and Muir Beach Community Services District to discuss the opportunities for collaboration and submitting a Letter of Intent (LOI) for the NOAA grant for a regional assessment. She reported that each of the agencies was enthusiastic about the opportunity. The deadline for the LOI is August 28, 2023, and the decision will be in early November.

6. Water System Report: July 2023

Senior Water Operator Ken Fox presented the Water System report for July. He noted that streamflows are stronger than the previous year and usage has gone up as the days have warmed. It was noted that there were a few leaks and work done on a spur main on Via de la Vista to resolve concerns by a customer who was experiencing water of poor aesthetic quality (discolored). The issue was resolved and the customer is happy

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

with the result. It was also noted that staff responded to 32 Underground Service Alerts, most of which were for power pole replacement projects. It was also noted that the ENSO report has increased the likelihood of El Nino from 90% reported in July to 95% reported most recently.

7. Fire Department Reports: July 2023

Activity Report: Assistant Chief Briggs presented the monthly report of fire department activities. He reported on live fire training that was beneficial and well attended by several volunteer agencies. It was also noted that some potential new volunteers have contacted the department and there were inquiries during the Inverness Fair.

Marin Wildfire Prevention Authority (MWPA) Report: Assistant Chief Briggs presented the monthly report on MWPA activities. Specifically, he noted the defensible space inspections. He noted that 21 properties were noted as extreme risk, and he is working on a letter to the property owners to provide information on availability of grants for remediation work. Chief Fox reported on a meeting he attended with Jordan Reeser from Marin County Fire and property owner Felix Chamberlain regarding vegetation reduction efforts by property owners and ongoing maintenance of the shaded fuel break in the Seahaven area.

Marin Emergency Radio Authority (MERA) Update: Chief Fox noted a handout provided from MERA and did not have anything else new to report.

8. Approve Expenditures and Credit Card Charges: July 2023

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

M/S Press/Donohue to approve the July 2023 expenditures and credit card purchases as presented. AYES 3, NOES 0

9. Adoption of Ordinance 111-2023: Adding Water System Regulation 118, "Water Conservation and Prohibitions for Water Wastage"

GM Redding presented the ordinance, noting that the District did not have any general restrictions for water use outside of a declared water shortage emergency. As noted in the Staff Report, the need for specific language for encouraging continued water conservation and providing guidelines for prohibitions on water wastage. Director Press and Director Whitney asked for clarification on item #3 under "Prohibitions" pertaining to irrigation. It was clarified that it was meant to prohibit irrigation onto a driveway or sidewalk that would otherwise not benefit from irrigation.

M/S Press/Donohue to adopt Ordinance 111-2023, adding Regulation 118 to the Regulations of the Inverness P.U.D. Water System as presented. AYES 3, NOES 0

10. Committee Meetings/Reports

GM Redding noted there were no committee reports but she would be in touch with the Personnel Committee about recent changes in State Law pertaining to FMLA that will require an update to District policies.

11. Adjournment:

Vice President Whitney adjourned the meeting at 9:40 a.m. The next regular meeting is scheduled for September 27, 2023.

Attest: /s/

Date: 8/23/2023

Shelley Redding, Clerk of the Board