

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, July 27, 2022

9:00 a.m.

Inverness Firehouse

Opening 9:00 a.m.

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

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

3. **Parcel Tax Initiative Measure on November 8 Ballot: Determine Whether to Take a Position on the Ballot Measure**

4. **Approval of Minutes:** Regular meeting of June 29, 2022

The State of the District

5. **Management Report:** Shelley Redding, Jim Fox

- Financial Reports
 - FY 2021/2022 financial reports
 - Capital projects accounting: June 2022
- Marin Wildfire Prevention Authority (MWPA) update
- Marin Emergency Radio Authority (MERA) update
- State of the water shortage emergency

6. **Water System Report:** June 2022, Senior Water Operator Ken Fox

7. **Fire Department Report:** June 2022, Chief of Operations Jim Fox

The Business of the District

8. **Approve Expenditures and Credit Card Charges: June 2022**

9. **Resolution 273-2022: Calling an Election on November 8, 2022, to Adjust the Appropriations Limit for Fiscal Years 2022/23 through 2025/26 (Replacing Resolution 271-2022)**

10. **Resolution 274-2022: Conflict of Interest Code Update 2022**

11. **Committee Meetings/Reports**

12. **Adjournment**

Posted: July 22, 2022

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: 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 July 27, 2022

Agenda Item No. 1

Call to Order;

Attendance Report



Inverness Public Utility District
Board Meeting July 27, 2022

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 July 27, 2022

Agenda Item No. 3

Parcel Tax Initiative Measure on November 8 Ballot



Board Agenda Item Staff Report

Subject: Options for Board Action Concerning the Parcel Tax Initiative on the November Ballot
Meeting Date: June 29, 2022, July 27, 2022
Date Prepared: June 13, 2022
Prepared by: Shelley Redding, General Manager; Wade Holland, Customer Services Manager
Attachments: Text of ballot initiative measure

Recommended Actions:

- a) **Decide whether to support, oppose, or take no action on the ballot measure.**
 - b) **Plan to conduct one or more educational, Q&A, and feedback meetings for the public, with a focus on the process for developing an implementation plan.**
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Here is staff's overview of the Board's (District's) options between now and the November 8 election with respect to the parcel tax initiative measure that will be on the ballot.

1. Do Nothing

This is the default option. The Board discharged its legal requirements at the May meeting by adopting Resolution 272-2022 to place the initiative ordinance on the November general election ballot. The Board has no legal obligation to do anything else between now and election day.

If the voters reject the measure, that will be the end of the matter; if the voters approve the measure, the Board (District) will be obligated to initiate implementation of the voter-enacted ordinance.

2. Support the Measure

The Board may adopt (by motion or resolution) a statement that it (the Board) supports the initiative measure, and it can cite its reasons for doing so.

The Board cannot campaign in favor of or in opposition to the measure or expend District resources in support of or in opposition to the measure.

The Board can provide informational and educational material about the initiative. It could also participate in community meetings about the initiative, so long as the District's participation is not in the nature of campaigning for or against the ballot measure or promoting either a Yes or a No vote. Educational materials produced and disseminated by the District as well as presentations made by the District at community events must be factual and devoid of rhetoric that could be interpreted as advocating passage or defeat of the ballot measure.

3. Oppose the Measure

The Board may adopt (by motion or resolution) a statement that it (the Board) opposes the initiative measure, and it can cite its reasons for doing so.

The same discussion as under No. 2 above applies equally to this option

4. Submit a Ballot Argument Opposing the Measure

If the Board decides on Option 3 above (stating its opposition to the ballot measure), the Board will have priority for providing the opposition argument (up to 300

words) that will be printed in the voter guide for distribution to the registered voters in the District. The sponsor of the initiative has top priority for providing the supporting argument.

An opposition argument provided by the Board may urge voters to vote against the measure.

If the Board does not pursue this option, the County's Registrar of Voters will select the opposition argument to be printed in the voter guide based on a list of priorities set out in the Elections Code.

5. Sponsor or Participate in Community Meeting(s) About the Measure

Independently of the foregoing options, the Board (District) may organize or participate in community meetings about the ballot measure.

The District's purpose in participating in any such meetings should be to educate the public, respond to questions from the public, receive comments and feedback from the public, and guide the Board (District) in how to implement the initiative ordinance in the event the voters approve the measure.

Presentations by or on behalf of the District at community meetings must not promote or oppose the ballot measure (beyond, if applicable, stating any position the Board has taken, such as pursuant to Option 2 or 3 above).

STAFF'S RECOMMENDATIONS

Staff submits that it would be beneficial to the District and a service to the community for the Board to sponsor one or more public educational, Q&A, and feedback sessions. These should be held at a time that maximizes the opportunity for the public to attend and participate, such as in the evening or on a weekend, and should be in a comfortable venue, such as the Yacht Club (rather than in the Firehouse engine bay).

A major focus should be to determine from public opinion and feedback what the public expects of the District in the event the voters approve the measure. An important question for the public is what sort of process the District should use to plan how it implements the proposed ordinance. The District will need to communicate to the community the limitations the District faces in developing the programs mandated by the proposed ordinance and the options for a planning process that blends the District's (limited) resources with assistance from professional sources.

We are aware that members of the public would like to see a comprehensive implementation plan before they cast their ballot. However, it is staff's contention that the District does not have in-house either the expertise or the time and budgetary resources to put together a credible and comprehensive implementation plan between now and election day (moreover, even to attempt such an undertaking might be considered a misuse of resources because of the possibility that the measure will not be approved by the electorate).

Instead, we suggest that between now and election day the District and the public work collaboratively to develop a framework for planning how we will implement the ordinance (in the event it passes).

As we have noted previously, once the measure passes, the parcel tax will not appear on the property tax bills until the fall of 2023, and the first revenue from the tax will not flow to the District until around December 15, 2023. That is more than 13 months from the date the voters make their decision at the ballot box. If the measure passes, we can use that 13+ months productively to develop a detailed, data- and expertise-driven plan for implementing the ordinance's programs so as to achieve maximum impact at most efficient cost in the least amount of time.

Thirteen months should be time enough to develop a strong plan that evaluates feasibility, defines goals and benchmarks, analyzes and establishes priorities, sets goal-post guidelines, establishes protocols with other agencies and entities, provides five- or ten-year outlooks, establishes project implementation schedules, and enables actual work to begin just as soon as funding begins to flow midway during the 2023/24 fiscal year. It could also be useful in advising the District on internal organizational issues that need to be addressed in order to assure efficient use of the tax funds and effective implementation of the programs.

Voter approval of the parcel tax will guarantee that revenue will become available to cover the costs of plan development (as well as of implementation), even if borrowing is necessary to pay for the planning work that is undertaken during the 13-month funding interval. More likely, the voters' commitment to open their pocketbook should provide a powerful argument for securing grants to underwrite at least a major part (if not all!) of the costs of the planning phase.

If you choose to follow this course, we should put together before November an RFP for the help we will need to develop the implementation plan so that it is ready to go (if warranted) just as soon as the voting results are reported.

FULL TEXT OF MEASURE
Inverness Public Utility District
ORDINANCE 105-2022

**FULL TEXT OF THE INVERNESS PUBLIC UTILITY DISTRICT INCREASED FIRE PREVENTION AND CONTROL
AND WATER SUPPLY MEASURE THROUGH AN ORDINANCE SUBMITTED TO THE VOTERS IN THE
INVERNESS PUBLIC UTILITY DISTRICT TO AUTHORIZE THE LEVY OF A SPECIAL PARCEL TAX**

THE PEOPLE OF THE INVERNESS PUBLIC UTILITY DISTRICT DO ORDAIN AS FOLLOWS:

SECTION 1. STATEMENT OF PURPOSE AND INTENT.

(a) It is the purpose and intent of the voters of the Inverness Public Utility District in adopting this Ordinance to authorize the levy of a special, non-ad valorem tax on parcels of real property on the secured property tax roll of Marin County that are located within the jurisdiction of the District.

(b) In a string of recent cases, the California courts have made clear that local special tax measures proposed by initiative may be adopted by a majority vote of the electorate. *See City and County of San Francisco v. All Persons Interested in the Matter of Proposition G*, 66 Cal. App. 5th 1058 (2021); *Howard Jarvis Taxpayers Association v. City and County of San Francisco*, 60 Cal. App. 5th 227 (2021); *City of Fresno v. Fresno Building Healthy Communities*, 59 Cal. App. 5th 220 (2020); *City and County of San Francisco v. All Persons Interested in Matter of Proposition C*, 51 Cal. App. 5th 703 (2020). Therefore, pursuant to the authority of Chapter 4 of Division 9 of the California Elections Code and the foregoing case law, following the certification of the results of the election, if a majority of the voters vote “yes,” it is the purpose and intent of the voters that there shall be levied and assessed a special parcel tax by the District on all taxable parcels of real property in the District for each fiscal year.

(c) It is the purpose and intent of the voters that the proceeds of the special parcel tax be expended by the Inverness Public Utility District to develop and implement policies and programs that aggressively pursue protection of the community from the threat of fire and drought through fire fuel reduction, including fuel reduction projects in partnership with state and federal park agencies and Marin County; the development of emergency evacuation procedures; and improvements to the District’s water supply system.

(d) It is the further purpose and intent of the voters that administration and implementation of this Ordinance be funded from the proceeds of the special parcel tax.

SECTION 2. DEFINITIONS.

The following definitions shall apply for purposes of this Ordinance:

(a) “Board of Directors” means the Board of Directors of the Inverness Public Utility District.

(b) “Consumer Price Index” means the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-Hayward Area (1982-84=100) as published by the U.S. Department of Labor, Bureau of Labor Statistics. If the Consumer Price Index is discontinued or revised, another similar government index or computation shall be utilized, as determined by the District.

(c) "District" means the Inverness Public Utility District.

(d) "Fiscal year" means the period of July 1 through the following June 30.

(e) "Parcel" means the land and any improvements thereon, designated by an assessor's parcel map and parcel number and carried on the secured property tax roll inside the boundaries of the District. "Parcel" does not include any land or improvements owned by any governmental agency.

(f) "Special parcel tax" means the tax imposed under Section 3.

(g) "Use Code" means the two-digit number created by the Marin County Assessor's Office to define classes of properties.

SECTION 3. SPECIAL PARCEL TAX IMPOSED.

(a) A special parcel tax is hereby imposed on all taxable parcels of real property within the jurisdictional boundaries of the District, as described in subdivisions (b) and (c).

(b) The amount of the special parcel tax for each fiscal year for each parcel with one of the following Use Codes shall be \$0.20 per square foot of each structure, as adjusted pursuant to subdivision (d):

(1) Use Code 11: Single family residential – improved; improved, one living unit; or improved, one living unit with second dwelling unit.

(2) Use Code 12: Manufactured home – improved.

(3) Use Code 14: Attached single family residential – improved (includes condominiums, townhouses, PUDs (if attached), and co-ops).

(4) Use Code 21: Multiple family residential – improved; or true duplex.

(5) Use Code 31: Rural – improved.

(6) Use Code 33: Agricultural preserve contract – improved.

(7) Use Code 35: Agricultural Preserve Farmland Security Zone – improved.

(8) Use Code 37: Open space contract – improved.

(9) Use Code 38: Historical Property (Mills Act).

(10) Use Code 41: Industrial – improved.

(11) Use Code 51: Commercial – improved.

(12) Use Code 61: Subject to exemption – improved.

(c) The amount of the special parcel tax for each fiscal year for each parcel with one of the following Use Codes shall be \$150 per parcel, as adjusted pursuant to subdivision (d):

- (1) Use Code 10: Single family residential – vacant.
- (2) Use Code 20: Multiple family residential – vacant.
- (3) Use Code 30: Rural – vacant.
- (4) Use Code 32: Agricultural preserve contract – vacant.
- (5) Use Code 34: Agricultural Preserve Farmland Security Zone – vacant.
- (6) Use Code 36: Open space contract – vacant.
- (7) Use Code 40: Industrial – vacant.
- (8) Use Code 50: Commercial – vacant.
- (9) Use Code 60: Subject to exemption – vacant.

(d) Before the beginning of each fiscal year subsequent to the first fiscal year the special parcel tax is in effect, the Board of Directors shall adjust the amount of the special parcel tax to be levied upon parcels for the upcoming fiscal year to reflect any change in the Consumer Price Index. Change in the Consumer Price Index shall be calculated for the immediately preceding calendar year, but not to exceed an increase of 3% each year.

(e) The records of the Marin County Tax Collector, as provided by the County Assessor each year, shall constitute the basis for determining the calculation of the special parcel tax applicable to each parcel, with such corrections as deemed necessary by the Board of Directors to reflect the actual use and improvement of any parcel.

SECTION 4. EXEMPTIONS.

(a) The special parcel tax shall not be imposed upon any parcel that is exempt from ad valorem property taxes pursuant to any provision of state or federal law, except that the exemptions from ad valorem property taxes under state law for homeowners and disabled veterans shall not apply to the special parcel tax.

(b) Parcels that are classified by County Assessor Use Codes 13, 15, 39, 53-59, and 80-99 are exempt from the special parcel tax.

(c) The Board of Directors may implement a special parcel tax fee waiver or reduction program for low-income households by ordinance.

SECTION 5. COLLECTION.

(a) Insofar as is feasible and not inconsistent with this Ordinance, the special parcel tax shall be collected in the same manner in which the County of Marin collects secured roll ad valorem property taxes. All laws, regulations, and procedures regarding due dates, installment payments, corrections, appeals, cancellations, refunds, late payments, penalties, liens, and collections for secured roll ad valorem property taxes shall be applicable to the collection of the special parcel tax.

(b) The special parcel tax on each parcel shall be billed on the secured roll tax bills for ad valorem property taxes and shall be due to the District. Notwithstanding anything to the contrary in subdivision (a), the secured roll tax bill shall be the only notice required for collection of the special parcel tax.

(c) The amount of the special parcel tax for each parcel each fiscal year shall constitute a lien on such property in accordance with California Revenue and Taxation Code Section 2187 and shall have the same effect as an ad valorem real property tax lien until fully paid. The special parcel tax, together with all penalties and interest thereon, shall constitute until paid, to the extent authorized by law, a personal obligation to the District by the person or persons who own the parcel on the date the tax is due.

SECTION 6. SPECIAL FUND.

The proceeds of the special parcel tax shall be placed in a designated fund to be used solely for the purposes of this Ordinance.

SECTION 7. USE OF FUNDS.

(a) Funds generated by this Ordinance shall be used only for the following purposes:

(1) Creation, maintenance, and updating of multiagency-based plans and programs to identify the Inverness community's specific vulnerabilities to wildfire threats and to develop and implement fire-adaptive, cohesive strategies for reducing the risk of wildfire and enhancing capability to effectively respond to and manage wildfires.

(2) Fire fuel reduction programs to reduce the risk of loss of life and property due to fire through the reduction of fuels on public and private property within the District and on state and federal park lands near the District. Authorized fire fuel reduction programs include, but are not limited to, any of the following:

(A) Creation, restoration, and maintenance of shaded fuel breaks.

(B) Removal of trees and branches which could fall on electrical wires and cause fires, where removal of such trees and branches is not the obligation of other utilities or public agencies.

(C) Home hardening and fuel reduction to improve defensible space on private property, if the private property owner agrees to create and maintain defensible space, on a cost sharing basis.

(D) Removal of fuels which impair the utility of roads and trails needed for access by firefighters or for evacuation.

(3) Programs to develop emergency evacuation procedures and maintain emergency evacuation routes.

(4) Programs to increase the availability of water to fight fires and survive drought. Authorized water availability programs include, but are not limited to, any of the following:

(A) Implementing consumer water conservation programs, including leak detection, on a cost sharing basis.

(B) Making irrigation systems more efficient, on a cost sharing basis.

(C) Replacing inefficient water using appliances with more efficient appliances, on a cost sharing basis.

(D) Construction of rainwater collection and storage systems, including equipment to make the water available to firefighters, if requested by the property owner and approved by the District, on a cost sharing basis.

(E) Leak detection and elimination in District facilities.

(F) Purchasing water for health and sanitation purposes in extremely dry years.

(G) Construction and improvement of water storage and distribution facilities.

(b) For programs identified in subdivision (a) that are to be implemented on a cost sharing basis, the District may establish the cost sharing ratio after taking into consideration such factors as need, the relative benefits of the program, and the availability of funding.

(c) In implementing programs identified in subdivision (a), the District may adopt regulations to ensure that all expenditures are cost effective. Programs may be modeled on similar programs adopted by other water agencies.

(d) All projects funded pursuant to this Ordinance that are subject to and not exempt from the California Environmental Quality Act (CEQA) shall comply with CEQA requirements. Fuel reduction projects of more than three acres may use the California Department of Forestry and Fire Protection Vegetation Treatment Plan as guidance for project implementation.

(e) No more than 5% of the net revenue generated by this Ordinance and distributed to the District may be spent for administrative costs, as authorized by the Board of Directors.

SECTION 8. AUDITS.

Pursuant to Section 50075.3 of the California Government Code, the chief fiscal officer of the District shall file an annual report with the Board of Directors describing both of the following:

(a) The amount of funds collected and expended pursuant to this Ordinance.

(b) The status of any project required or authorized to be funded by this Ordinance.

SECTION 9. AMENDMENT AND IMPLEMENTATION OF ORDINANCE.

(a) Except as provided in subdivision (b), the Board of Directors may amend this Ordinance to carry out the general purposes of this Ordinance, to conform the provisions of this Ordinance to applicable state law, to modify the methods of collection of the special parcel tax, or to assign the duties of public officials under this Ordinance.

(b) Unless approved by a majority of the District's voters voting thereon, the Board of Directors shall not amend this Ordinance to increase the amount of the special parcel tax, except as provided in subdivision (d) of Section 3, or to modify the uses for which the tax proceeds are authorized, as provided in Section 7.

(c) In addition to amendment of this Ordinance pursuant to subdivision (a), the Board of Directors may adopt by resolution procedures and definitions for the implementation and administration of the special parcel tax, consistent with this Ordinance.

SECTION 10. SEVERABILITY.

If any provision, section, subdivision, sentence, phrase, or clause of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the Ordinance. The voters hereby declare that they would have adopted the remainder of this Ordinance, including each provision, section, subdivision, sentence, phrase, or clause, irrespective of the invalidity of any other provision, section, subdivision, sentence, phrase, or clause.

From: [Christopher Adams](#)
To: [Shelley Redding](#)
Subject: IPUD support of fire measure tax
Date: Saturday, June 11, 2022 1:46:00 PM

Shelley, Please forward this to the IPUD board.

Dear IPUD Board,

While not a voting resident of Inverness, I am the owner of property at 385 Via de la Vista in the area of Sea Haven close to Tomales Bay State Park.

I have supported the efforts of my neighbors to work with private contractors to clear flammable material along the park boundary. I urge you to endorse the tax measure for additional fire suppression efforts.

Christopher Adams

From: [Woody Elliott](#)
To: [Kathryn Donohue-Hutter](#); [David Press](#); [Kenneth J Emanuels](#); [Brent Johnson](#); [Dakota Whitney](#)
Cc: [Tom Gaman](#); [Bridger Mitchell](#); [Mike Durrie](#); [Felix Chamberlain](#); [Francine Allen](#); [Shelley Redding](#); [Wade Holland](#); [Ann Elliott](#); [Jerry Meral](#); [Tom & Sherry Baty](#); [Kathleen Hartzell](#); [Mairi Pileggi](#); [Phil Jonik](#); [Nora Koven](#); [Jane Stringer](#); [Jim Grant](#); [Jeanetta Miller](#); [Chuck Miller](#); [Dominique Richard](#); [Bambi Schwartz](#); [Timothy H. Smallsreed](#); [Molly Michet](#); [Erik Herman](#); [Herb Kutchins](#); [Wes Sokolosky](#); [Stanley Lubman](#); [Jim Selfridge](#); [Charles Plant](#); [Christian Anthony](#); [Bill Lasley](#); [Gayanne Enquist](#); [Carolyn Longstreth](#); [John Longstreth](#); [Stuart Kutchins](#); [Alex Riley](#); [Carlos Porrata](#); [Alex Porrata](#); [Rodoni, Dennis](#); [Jim Fox](#); [Dewey Livingston](#); [Martha Proctor](#); [Richard Plant](#); [Connie Morse](#); [William Prince](#); [William Barrett](#); [Barry Linder](#); [Joe Mueller](#); [Rebecca Porrata](#); [Ken Fox](#); [Sarah Killingsworth](#)
Subject: Fire Prevention and Control and Water Supply Initiative - IPUD
Date: Friday, July 22, 2022 10:14:31 AM
Attachments: [2022_06_29 Staff Report Parcel Tax Initiative.pdf](#)
[Fire Tax Initiative Questions.pdf](#)

IPUD Board of Directors: You will be considering endorsement of a parcel tax initiative for "Increased Fire Prevention and Control and Water Supply", devised and promoted by Jerry Meral and included in the attached IPUD Staff Report for June 29, 2022, that qualified for the November 2022 ballot. Critical to an informed decision on this Initiative by yourselves and voters is knowing whether each of its specified plans, programs and projects can significantly lessen the risk of destructive wildfire in Inverness and whether IPUD can effectively implement them.

Attached are questions asked by several Inverness residents and myself about these issues. Their answers, informed by IPUD staff, should help you consider whether or not to endorse the Initiative individually or collectively as a Board. Your positive, neutral, or negative endorsement(s), accompanied by explanations based in part on answers to these questions, will inform the voters of the Initiative's usefulness.

Thank you for consideration of these questions and the Initiative's endorsement based on your considerable experience as IPUD Directors and knowledge of the efficacy of the Initiative's specified plans, programs and projects. Unfortunately, I will be out of town and unable to attend next Wednesday's [Board Meeting on July 27](#) in person. I look forward to learning of your deliberations about such a potentially si

Woody Elliott
75 Escondido Way
Inverness, CA

Cell Phone: (530) 588-2555

**Questions for Inverness Public Utility District (IPUD) Staff to Address Regarding:
Parcel Tax Initiative for “Increased Fire Prevention and Control and Water Supply”
By: Inverness Residents who want to be informed!**

General Questions:

- Is IPUD capable of implementing the programs and projects listed in the Initiative given the initiative’s projected initial annual income (approx. \$276,000) with COLA not to exceed 3%, IPUD’s administrative history and current budget allocations as primarily a municipal water service and secondarily a volunteer fire department?
- What would be the significant consequences for protection of property from wildfires without the implementation of the parcel tax given the programs and projects of the Marin Wildfire Prevention Authority, a newly tax supported agency?
- How does the initiative significantly decrease risk of property loss from wildfires given the capabilities of land management agencies (National Park Service and State Parks) adjacent to IPUD’ watershed and the current knowledge / state-of-the-art for implementing the Initiative’s specified programs, projects and interagency planning?

Specific Questions:

Given the subsequent considerations for the following items specified in the Initiative, please explain whether and why each item could be an effective use of additional tax funds by IPUD:

SECTION 7. USE OF FUNDS.

(2)(A) Creation, restoration, and maintenance of shaded fuel breaks.

Can shaded fuel breaks on the west slope of Inverness Ridge significantly reduce the risk of loss from catastrophic fire advancing from adjacent wildlands? Where would they effectively be located in the watershed’s steep terrain?

(2)(B) Removal of trees and branches which could fall on electrical wires and cause fires, where removal of such trees and branches is not the obligation of other utilities or public agencies.

Removal of trees and branches threatening most all electric wires are the responsibility of utilities and public agencies. Is the low voltage service connection between distribution lines and users / customers a significant fire risk should they fall on an ignition source (ground or adjacent vegetation)?

(2)(C) Home hardening and fuel reduction to improve defensible space on private property.....

Given that Marin Wildfire Protection Agency (MWPA) currently offers [cost-sharing grants for such projects](#), what is their request in the IPUD Service Area as an indicator of their future usefulness? Given the cost of permitting, implementing and maintaining defensible space, are the Initiative’s funds sufficient for this purpose? What criteria would be used to allocate these limited funds equitably to property owners?

(2)(D) Removal of fuels which impair the utility of roads and trails needed for access by firefighters or for evacuation.

Is this a necessary augmentation of funds currently administered for such purposes by IPUD from income of its Fire Dept. parcel tax and allocations from Marin County's Transient Occupancy Tax and MWPA?

(3) Programs to develop emergency evacuation procedures and maintain emergency evacuation routes.

Is this necessary given MWPA's development and use of evacuation planning app, [ZONEHAVEN](#), and West Marin Evacuation Route Core vegetation treatment projects?

(4)(A) Implementing consumer water conservation programs, including leak detection

What would be an effective, significant conservation program in addition to [IPUD supplementing customers' purchase of FLUME internet connection meters](#), which warn of excessive flow?

(4)(E) Leak detection and elimination in District facilities.

What evidence is available indicating abnormal water leakage in IPUD's water distribution system?

(4)(F) Purchasing water for health and sanitation purposes in extremely dry years.

Would this require a Declaration of Emergency by IPUD as currently required for using water from North Marin Water District through the intertie at Inverness Park?

(4)(G) Contraction and improvement of water storage and distribution facilities.

Are additional water storage facilities (tanks) needed to augment existing water storage reserved for wildfire suppression? Are locations for storage tanks available for filling firefighting equipment by gravity flow should electric power be unavailable during emergencies?

(c) In implementing programs identified in subdivision (a), the District may adopt regulations to ensure that all expenditures are cost effective. Programs may be modeled on similar programs adopted by other water agencies.

What are examples of similar such regulations to insure that all expenditures are cost effective that have been adopted by other water agencies?

(e) No more than 5% of the net revenue generated by this Ordinance and distributed to the District may be spent for administrative costs

What constitutes administrative costs compare to implementation costs? Is it realistic to restrict administrative costs to 5% (approx. \$1,400/year)?



Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 4

Approval of Meeting Minutes

- **Regular Meeting June 29, 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, June 29, 2022, 9:00 a.m.
Inverness Firehouse

1. Call to Order; Attendance Report

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

Directors Present: Ken Emanuels, David Press, Kathryn Donohue, Brent Johnson,

Directors Absent: Dakota Whitney

Staff Present: Shelley Redding, Clerk and General Manager; Jim Fox, Chief of Operations; Wade Holland, Customer Services Manager; Ken Fox, Senior Water Operator

2. Public Expression

Tom Baty requested that streamflow's be reported at each meeting. Tom Gaman inquired about footbridge repairs and whether IPUD was responsible for maintenance. Chief Fox noted that repairs are on County Property and County Public Works should be contacted about repairs.

3. Parcel Tax Initiative Measure on November 8 Ballot: Determine Whether to Take a Position on the Ballot Measure

Staff summarized background on item. Director Emanuels described process and options presented to the Board on the provided staff report. There was general discussion among the Board Members about the options presented. The public attending was given the opportunity to pose questions to the Board and Staff. Director Emanuels stated he would support taking no action on the item during the meeting, and work with Staff and the public to try to arrange public meetings to address questions of how the District would facilitate the requirements of the measure. Board members Emanuels and Donohue volunteered to participate along with General Manager Redding. Public members Woody Elliott and Jerry Meral offered to assist with organizing meetings.

Staff member Wade Holland departed the meeting at 10:07 a.m.

4. Approval of Minutes

Regular Meeting of March 27, 2022: Staff noted that a correction was needed in item 3, from the word Mat to May. *M/S Donohue/Press to approve the minutes of the Regular Meeting of May 25, 2022, as submitted with the noted correction. AYES 4, NOES 0*

5. Management Report

Financial Reports: General Manager (GM) Redding presented the financial reports for May 2022.

Capital Projects Accounting, May 2022: GM Redding presented the Capital Projects report for May 2022 including the Tenney Tank project accounting.

Capital Projects Plan Draft (5 year): Staff presented a draft of Capital Projects for the next 5 years, with potential areas of funding provided. Additional items to consider were identified by Board Member Jonson and will be incorporated into the plan.

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

MWPA Update: Director Donohue presented a summary of the Annual MWPA Budget and Work Plan, highlighting the West Marin projects. Discussion regarding current funding, planned projects of defensible space inspections and evacuation route clearing along with the regional plans that are still waiting for the environmental compliance process to be completed.

MERA Update: GM Redding noted that construction activities continue, while supply chain issues for radios may delay the project further.

State of the Water Shortage Emergency: Staff reported that while the late rains have provided increased streamflow, continued conservation is needed to maintain adequate supply as warmer days can reduce the streamflow. Director Emanuels noted the historical streamflow report provided by Holland. He noted his appreciation for the information and felt it would serve the District to maintain this data monthly.

6. **Water System Report**

Senior Water Operator Ken Fox presented the May Water Report. Director Emanuels requested clarification about the comparative streamflow by diversion.

7. **Fire Department Report**

Chief Fox presented the May 2022 Fire Department report. Discussion regarding types of response calls and trainings. Discussion about the previous month's issue concerning cell phone service on weekends and the potential public safety issue. Staff reported that inquiries were being made by the Pt. Reyes Light and may be able to provide some feedback. Chief Fox noted that staff can follow up with Supervisor Rodoni regarding the issue and if there is awareness of the issue.

8. **Approve and Adopt Fiscal Year 2022/23 Budget**

GM Redding presented the drafted Budget for next fiscal year, noting increased costs for Insurance, supplies, fuel and wages, which reflect a proposed COLA.

M/S Press/Donohue to approve and adopt Fiscal Year 2022/23 Budget as presented AYES 4, NOES 0

9. **Employee Pay Rates for FY 2022/23**

GM Redding presented the proposed pay rates for 2022-2023 that reflect a 6% increase, which is 1.55% below the Department of Labor CPI for the Bay Area of 7.55%. Director Johnson asked if a salary survey was conducted to ensure rates comparative of other Districts with similar demographics and services. Staff will conduct a current survey and provide information to Personnel Committee.

M/S Donohue/Johnson to approve the pay rates as presented. AYES 4, NOES 0

10. **Approve and Adopt Revised Sick Leave Policy with additions got COVID-Related Leave and updates to both FMLA and CFRA with Catastrophic Leave Policy**

GM Redding presented the drafted policies that were updated with the assistance of consultant CPS-HR. Director Press asked to not act until the Personnel Committee can review the revisions and revisit item at next Board Meeting. No action was taken.

11. **West Marin Community Services: Adopt and Approve Proposed Memorandum of Understanding for Disaster Council Participation with the West Marin Community Response Team:**

Staff presented the draft of the MOU that provides \$2,500 in stipend funds from a Marin County grant for the Inverness Disaster Council Coordinator to participate in outreach programs with West Marin Community Response Team.

M/S Johnson/ Press to approve and adopt the West Marin Community Services MOU as presented AYES 4, NOES 0

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

M/S Johnson/Donohue to approve the May 2022 expenditures, as presented, and the Cal Card statements for S. Redding and J. Fox, as presented. AYES 4, NOES 0

13. Committee Meetings/Reports:

There were no committee reports.

14. Announcements, Next Meeting, Adjournment

Administrator Redding announced that the next regular Board Meeting is being rescheduled from July 27 2022 and will be held at the Firehouse in the engine bay to provide for social distancing.

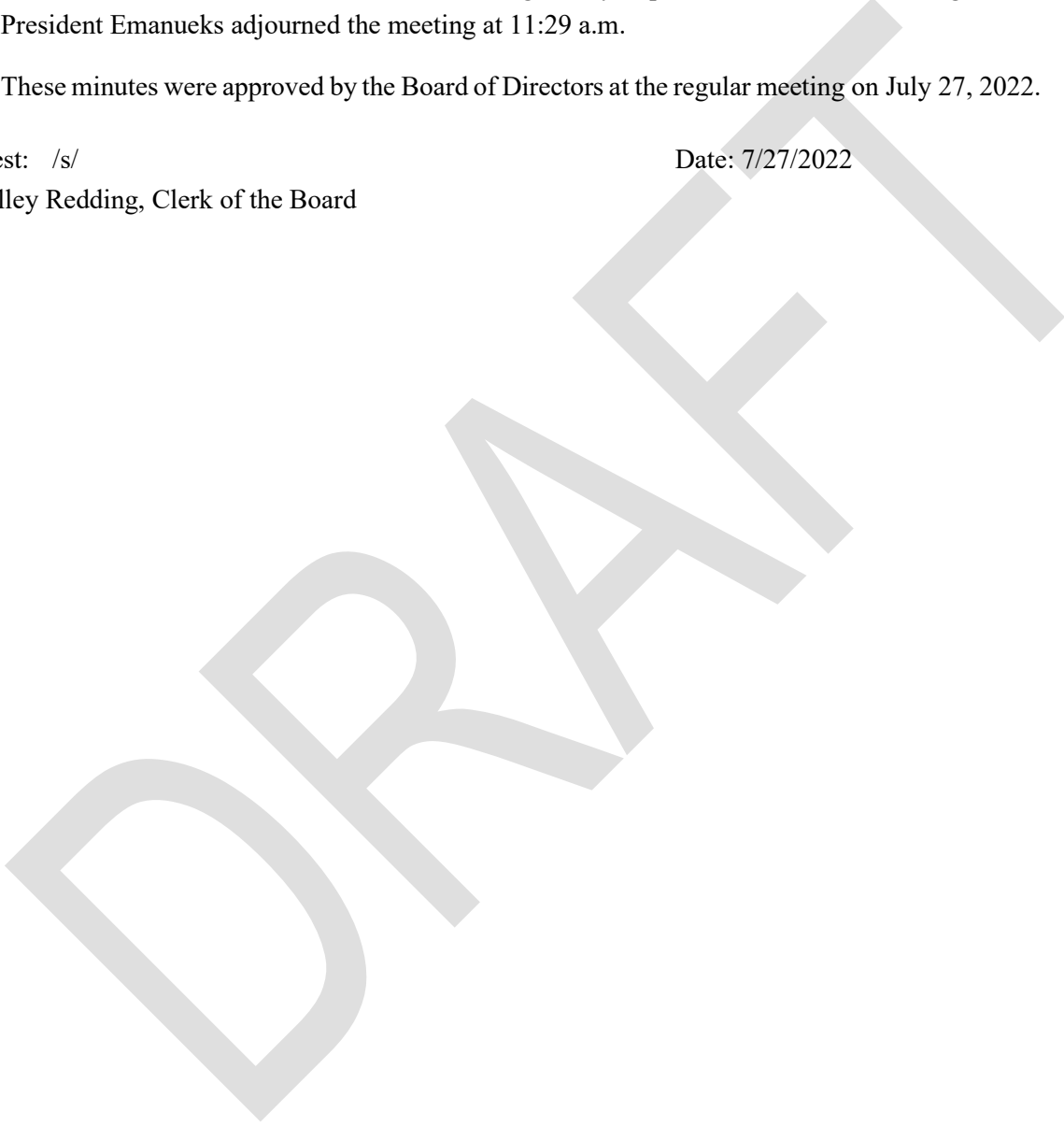
President Emanueks adjourned the meeting at 11:29 a.m.

These minutes were approved by the Board of Directors at the regular meeting on July 27, 2022.

Attest: /s/

Date: 7/27/2022

Shelley Redding, Clerk of the Board





Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 5

Management Report

Clerk S. Redding & J. Fox

- Financial Reports
 - FY 2021/2022 Finance Reports
 - Capital Projects Accounting – June 2022
- Marin Wildfire Prevention Authority (MWPA) Update
- Marin Emergency Radio Authority (MERA) Update
- State of the Water Shortage Emergency

Inverness PUD
Balance Sheet
As of July 21, 2022

	Jul 21, 22
ASSETS	
Current Assets	
Checking/Savings	
1-103 · Bank of America Checking 0150	196,215.32
1-104 · Bank of America Checking 4809	189,411.08
Total Checking/Savings	385,626.40
Accounts Receivable	
1-130 · Water Customers (W)	109,245.40
1-138 · Other A/R	46.00
2-136 · Property Taxes (F)	-3,121.14
3-136 · Property Taxes (D)	-484.80
3-138 · Other A/R (D)	3,329.17
Total Accounts Receivable	109,014.63
Other Current Assets	
Prepaid Expenses	
1-140 · Insurance (W)	3,272.45
1-146 · Other Prepays (W)	1,825.73
2-140 · Insurance (F)	779.18
3-146 · Other Pre-Paid Expenses	2,291.69
Total Prepaid Expenses	8,169.05
1-110 · LAIF - Uncommitted (W)	138,865.02
1-120 · LAIF- Main Replacement (W)	27,275.73
1-121 · LAIF-Tank Replacement (W)	-874.74
1-123 · LAIF-Vehicle Replacement (W)	15,034.08
1-124 · LAIF-Emergency Reserves (W)	336,514.35
1-126 · LAIF Assigned Funds (W)	-1,700,519.00
1-127 · LAIF - Trossach Road Rehab	40,000.00
1-150 · Interfund (W)	4,962.00
2-122 · LAIF-Equipment Replacement (F)	81,827.20
2-123 · LAIF-Vehicle Replacement (F)	54,551.47
2-124 · LAIF-Emergency Reserves (F)	422,514.35
2-126 · LAIF Assigned Funds (F)	1,604,904.00
2-150 · Interfund (F)	970,767.00
3-124 · LAIF - Emergency Reserves	17,408.00
3-125 · LAIF-CalPERS Liability	272,757.35
3-126 · LAIF - Assigned Funds	95,615.00
3-150 · Interfund (D)	-975,729.00
4-391 · Deferred Outflows	72,977.00
Total Other Current Assets	1,487,018.86
Total Current Assets	1,981,659.89
Fixed Assets	
1-160 · Collection System (W)	382,967.51
1-170 · Distribution System (W)	1,164,265.08
1-180 · Storage System (W)	1,062,275.72
1-190 · Treatment Plants (W)	1,371,898.43
1-195 · Wells (W)	71,498.98
1-200 · Accumulated Depreciation	-2,676,955.30
1-250 · Vehicles (W)	71,993.05
1-251 · Field Equipment (W)	22,583.61
1-260 · Office Equipment (W)	4,507.72
1-261 · Land (W)	66,319.95
1-262 · Startup Costs	33,887.00
1-300 · Accumulated Depreciation (W)	-104,294.00
2-175 · Buildings (F)	179,065.76
2-180 · Tanks (F)	16,000.00
2-250 · Vehicles (F)	365,810.95
2-251 · Equipment (F)	162,013.30
2-252 · Communications Equipment (F)	69,950.09
2-253 · Personal Gear (F)	26,283.52

Inverness PUD
Balance Sheet
 As of July 21, 2022

	Jul 21, 22
2-255 · Furnishings (F)	16,108.95
2-260 · Office Equipment (F)	24,446.03
2-280 · Other Fixed Assets (F)	58,449.10
2-300 · Accum. Depreciation-GF WIP	-909,155.46
Total Fixed Assets	1,479,919.99
Other Assets	
Construction in Progress	
1-371 · Water Work in Progress	
1371-22 · Tenney Tank Replacement	753,411.09
1371-30 · Flume Program	13,266.06
Total 1-371 · Water Work in Progress	766,677.15
3-371 · District Works in Progress	
3371-02 · Integrated Accounting Software	23,447.50
Total 3-371 · District Works in Progress	23,447.50
Total Construction in Progress	790,124.65
1-298 · Deferred Outflows OPEB	178,920.00
1-299 · OPEB Prefunding (W)	78,315.88
391 · Deferred Outflows (pension)	37,267.00
4-100 · Unknown	115,170.00
4-101 · Amount to be provided	265,095.00
5-100 · OPEB Trust Cash and Investments	571,730.00
5-500 · Fund Balance	-478,034.00
5-600 · Investment Income	-94,143.00
Total Other Assets	1,464,445.53
TOTAL ASSETS	4,926,025.41
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	3,541.01
Total Accounts Payable	3,541.01
Credit Cards	
2670 · US Bank Cal Card	
XX-5018 · Cal Card - J Fox	2,817.95
2670 · US Bank Cal Card - Other	-2,817.95
Total 2670 · US Bank Cal Card	0.00
Total Credit Cards	0.00
Other Current Liabilities	
1-405 · Accounts Payable (W)	3.08
1-415 · Accrued Vacation (W)	23,548.35
1-416 · Deferred Inflows Pension	11,827.00
1-417 · OPEB Liability (W)	577,615.00
1-418 · Net Pension Liability (W)	308,473.00
1-419 · OPEB Deferred Outflows	246,605.00
1-420 · Retirement Payable (W)	1,649.46
1-430 · Customer Deposits (W)	7,206.72
1-435 · Deferred Revenue - Water	1,653.20
1-440 · Unearned Income (W)	102,692.55
1-470 · Current Portion - Bonds Payable	-904.35
2-415 · Accrued Vacation (F)	8,623.77
2-420 · Retirement Payable (F)	2,927.74
3-415 · Compensated Absences	3,261.00
4-425 · Net Pension Liability (4)	16,122.00
4-426 · Deferred Inflows (4)	-9,130.00
4-427 · OPEB Liability	247,549.00

Inverness PUD
Balance Sheet
As of July 21, 2022

	Jul 21, 22
4-428 · OPEB Deferred Inflows	105,688.00
426 · Deferred Inflows (pension)	14,199.00
Total Other Current Liabilities	1,669,609.52
Total Current Liabilities	1,673,150.53
Long Term Liabilities	
1-476 · SWRCB Tenney Project Loan	383,297.00
425 · Net Pension Liability	116,081.00
Total Long Term Liabilities	499,378.00
Total Liabilities	2,172,528.53
Equity	
1-520 · Invest Fixed Assets (W)	1,914,721.05
1-543 · Unrestricted	325,521.96
1-552 · Retained Earnings (W)	-2,184,299.01
2-520 · Invest Fixed Assets (F)	8,972.88
2-541 · General Fund Bal (F)	2,448,958.00
3-3900 · Retained Earnings (D)	248,528.00
3900 · Retained Earnings	-8,906.00
Total Equity	2,753,496.88
TOTAL LIABILITIES & EQUITY	4,926,025.41

Inverness PUD
Profit & Loss by Fund
 July 2021 through June 2022

	DISTRICT	FIRE	WATER	TOTAL
Ordinary Income/Expense				
Income				
N 600 · Property Tax Income				
600-01 · Ad Valorem Property Taxes	503,315	0	1	503,316
600-02 · Special Fire Tax Assessment	0	72,925	0	72,925
600-03 · Excess ERAF	139,508	0	0	139,508
600-04 · Prior Year Taxes	2,192	614	0	2,806
Total N 600 · Property Tax Income	645,015	73,539	1	718,555
N 650 · Other Agency Income				
650-01 · TOT Revenue (Meas W) - Restrict	0	115,133	0	115,133
650-02 · MWPA Defensible Space Program	0	20,244	0	20,244
650-03 · MWPA Local Specific Prevention	0	20,409	0	20,409
650-04 · WMES (Burton Funds)	0	7,490	0	7,490
Total N 650 · Other Agency Income	0	163,276	0	163,276
N 700 · Water Charges				
700-01 · Basic Charges	0	0	446,942	446,942
700-02 · Usage Charges	0	0	56,929	56,929
700-03 · Cross Connection Fees	0	0	1,296	1,296
700-04 · Miscellaneous Charges	0	0	1,325	1,325
700-06 · Drought Surcharge	0	0	46,193	46,193
Total N 700 · Water Charges	0	0	552,685	552,685
N 710 · Misc. Income				
710-02 · Other Income	641	288	300	1,229
710-04 · Merchandise Sales	0	65	0	65
710-07 · Interest Income	35	0	0	35
710-08 · CERBT OPEB Reimbursement	39,984	0	0	39,984
710-09 · Fraud-Linked Reimbursement	-14,989	0	0	-14,989
N 710 · Misc. Income - Other	-0	0	0	-0
Total N 710 · Misc. Income	25,671	353	300	26,324
Total Income	670,686	237,168	552,986	1,460,840
Gross Profit	670,686	237,168	552,986	1,460,840
Expense				
Physical Operations				
Supplies & Inventory				
1-845 · Supplies & Inventory	14	0	0	14
Total Supplies & Inventory	14	0	0	14
Total Physical Operations	14	0	0	14
N 810 · Personnel Expenses				
810-01 · Management	110,802	52,668	36,353	199,823
810-02 · Operations Personnel	0	4,471	238,801	243,272
810-03 · Administrative Personnel	36,756	0	12,328	49,084
810-04 · Employer Payroll Taxes	20,075	4,940	23,235	48,250
810-06 · Duty Officer	0	300	0	300
810-07 · Health Insurance Premiums	36,856	9,119	46,387	92,362
810-08 · Retirement Premiums	12,122	10,834	35,421	58,376
810-09 · Unfunded Accrued Liability	30,679	1,696	1,036	33,411
810-10 · Accrued Vacation	1,436	857	16,982	19,276
810-11 · Workers Comp Insurance	-3,381	5,620	6,869	9,108
810-13 · Payroll Garnishments	0	0	-402	-402
Total N 810 · Personnel Expenses	245,345	90,504	417,010	752,859
N 830 · Dispatch & Communications				
830-01 · Radio/Pager Repair	0	117	550	667
830-02 · Commo Supplies	0	2,503	400	2,903
830-03 · MERA Operations	0	11,915	0	11,915
830-05 · MERA New Financing	0	1,121	0	1,121
Total N 830 · Dispatch & Communications	0	15,656	950	16,606
N 833 · Collection & Treatment				
833-01 · Chemicals	0	0	5,752	5,752
Total N 833 · Collection & Treatment	0	0	5,752	5,752

Inverness PUD
Profit & Loss by Fund
 July 2021 through June 2022

	DISTRICT	FIRE	WATER	TOTAL
N 835 · Lab & Monitoring				
835-01 · BacT & Raw Samples	0	0	4,228	4,228
835-02 · Periodic Samples	0	0	6,933	6,933
835-03 · Lead & Copper	0	0	366	366
Total N 835 · Lab & Monitoring	0	0	11,527	11,527
N 840 · Maintenance & Utilities				
840-01 · Equipment Maintenance	0	3,445	439	3,884
840-02 · Building Maintenance	1,558	4,750	41	6,348
840-03 · Grounds Maintenance	0	615	403	1,018
840-04 · Tank Maintenance	0	0	3,486	3,486
840-05 · Collection & Treatment Maint.	0	0	1,458	1,458
840-06 · Distribution System Maintenance	0	0	14,135	14,135
840-07 · Collection-Treatment Utilities	0	0	36,848	36,848
840-08 · Distribution System Utilities	0	0	857	857
840-09 · Firehouse Utilities	0	7,003	0	7,003
840-10 · SCADA Maintenance	0	0	8,212	8,212
Total N 840 · Maintenance & Utilities	1,558	15,813	65,879	83,249
N 843 · Fire Prevention				
843-01 · Public Education and Awareness	0	181	0	181
843-03 · MWPA Defensible Space	0	10,791	0	10,791
Total N 843 · Fire Prevention	0	10,972	0	10,972
N 844 · Storage & Distribution				
844-01 · Telemetry	0	0	2,358	2,358
844-03 · Miscellaneous	0	0	85	85
Total N 844 · Storage & Distribution	0	0	2,443	2,443
N 845 · Supplies & Inventory				
845-01 · Supplies and Inventory	971	4,089	18,042	23,103
845-02 · Personal Protective Equipment	0	1,372	0	1,372
845-03 · Resale Merchandise	0	2,361	0	2,361
845-04 · Uniforms	0	0	201	201
Total N 845 · Supplies & Inventory	971	7,822	18,243	27,036
N 850 · Training				
850-01 · Volunteer Training	0	1,790	0	1,790
850-02 · Certification & Courses	175	420	338	933
850-03 · Volunteer Appreciation	0	1,500	0	1,500
850-04 · Volunteer Stipends	0	2,390	-30	2,360
Total N 850 · Training	175	6,100	308	6,583
N 860 · Vehicle Operations				
860-01 · Gas & Oil	0	4,803	9,926	14,729
860-02 · Repairs & Service	0	5,235	4,609	9,843
Total N 860 · Vehicle Operations	0	10,038	14,535	24,572
N 870 · Administration				
870-01 · Telephone, Internet, Cable	2,917	604	1,349	4,870
870-02 · Dues & Publications	6,348	559	1,569	8,476
870-03 · Insurance	0	12,652	15,463	28,115
870-04 · Financial Reporting/Audit	19,336	0	0	19,336
870-05 · Office Supplies, Postage, Fees	8,844	383	1,031	10,259
870-06 · Bank & Payroll Charges	11,022	0	0	11,022
870-07 · Legal Expenses and Attorneys	6,827	0	960	7,787
870-08 · Board & Election Expenses	62	0	0	62
870-09 · Travel & Meetings	0	0	0	0
870-10 · Public Relations & Outreach	3,975	0	3,850	7,825
870-11 · Office IT Support	2,310	60	0	2,370
870-12 · Billing & Collections	0	0	9,115	9,115
870-13 · Disaster Council	0	2,622	0	2,622
870-14 · Miscellaneous	829	3,301	29	4,159
870-15 · Other Agency Assessments	1,017	700	4,653	6,370

Inverness PUD
Profit & Loss by Fund
July 2021 through June 2022

	<u>DISTRICT</u>	<u>FIRE</u>	<u>WATER</u>	<u>TOTAL</u>
870-16 · Property Tax Admin. Fees	7,553	0	0	7,553
870-17 · Fraud Linked Expenses	-4,996	0	0	-4,996
Total N 870 · Administration	<u>66,044</u>	<u>20,881</u>	<u>38,020</u>	<u>124,945</u>
Total Expense	<u>314,107</u>	<u>177,785</u>	<u>574,666</u>	<u>1,066,559</u>
Net Ordinary Income	<u>356,579</u>	<u>59,383</u>	<u>-21,680</u>	<u>394,282</u>
Net Income	<u><u>356,579</u></u>	<u><u>59,383</u></u>	<u><u>-21,680</u></u>	<u><u>394,282</u></u>

Daily Precipitation Record

2021 - 2022

Inverness Public Utility District

Location: 275 Perth Way

Season: 7/1/2021 - 6/30/2022

Date	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
1	--	--	--	--	0.67	--	--	--	--	--	--	--
2	--	--	--	--	0.01	--	0.03	--	--	--	0.01	--
3	--	--	--	--	0.31	--	0.47	--	0.15	--	--	--
4	0.01	0.03	--	--	0.01	--	0.02	--	0.05	--	--	0.80
5	0.01	--	--	--	--	--	0.01	--	--	--	0.01	0.06
6	--	--	--	--	--	0.05	0.20	--	--	--	0.03	--
7	--	--	--	--	--	0.02	0.12	--	--	--	--	--
8	--	--	--	--	1.61	0.01	--	--	--	--	0.02	--
9	--	--	0.02	0.01	0.13	--	--	--	--	--	--	--
10	--	--	--	--	--	--	0.01	--	--	0.18	--	--
11	--	--	--	--	--	0.96	--	--	--	--	--	--
12	--	--	--	--	0.01	2.15	--	--	0.12	--	--	0.01
13	--	--	--	--	0.01	0.94	--	--	--	0.12	--	--
14	--	--	--	--	--	0.07	--	--	0.42	1.28	--	--
15	--	--	--	--	--	1.44	--	--	--	1.22	--	--
16	--	--	--	--	--	0.01	--	--	--	0.01	--	--
17	--	--	0.05	0.25	--	--	--	--	--	--	--	--
18	--	--	0.30	--	0.04	--	--	--	--	0.47	--	--
19	--	--	--	0.77	0.02	0.02	--	--	0.06	--	--	--
20	--	0.02	--	1.05	--	--	--	--	0.02	0.42	--	--
21	--	--	--	1.67	--	0.70	0.01	0.09	--	0.15	--	--
22	--	--	--	0.01	--	1.00	--	--	--	--	--	--
23	--	--	--	3.05	--	0.29	--	--	--	--	--	--
24	--	--	--	4.34	--	0.35	--	--	0.03	--	--	--
25	--	--	--	0.01	--	0.37	--	--	--	--	--	--
26	--	--	0.03	0.03	--	0.66	--	--	--	--	0.01	--
27	--	--	0.24	--	--	0.04	--	--	0.88	--	--	--
28	--	--	--	--	--	0.41	--	--	0.01	--	0.05	--
29	--	--	--	0.02	--	0.08	--		--	--	--	--
30	--	--	--	0.06	--	--	--		--	--	--	--
31	--	--		0.13		--	--		--		--	
Month	0.02	0.05	0.64	11.40	2.82	9.57	0.87	0.09	1.74	3.85	0.13	0.87
Year	0.02	0.07	0.71	12.11	14.93	24.50	25.37	25.46	27.20	31.05	31.18	32.05

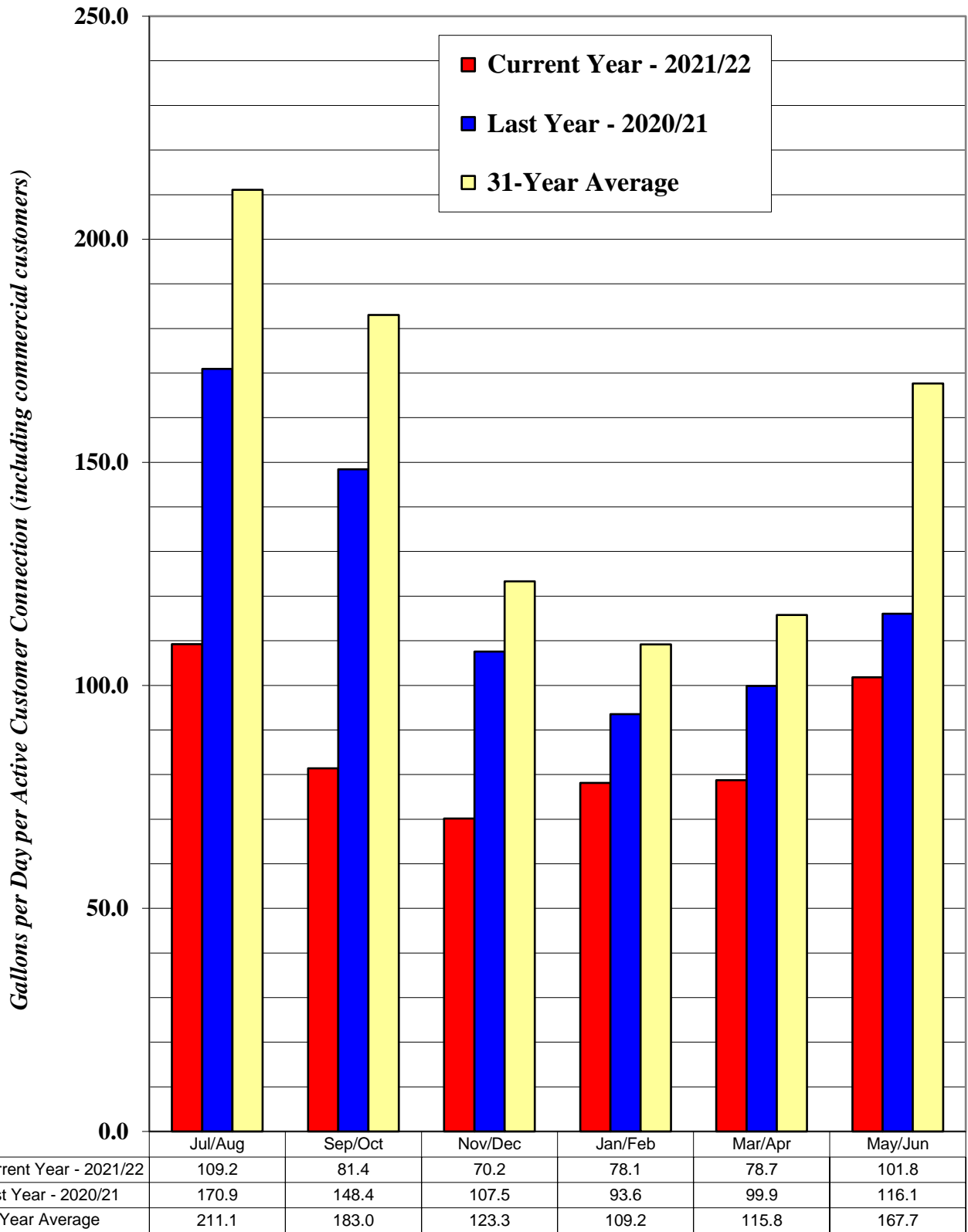
Average annual rainfall (Oct. 1925 - June 2022): 37.26 inches

2021/22 is 92nd 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 Water System

Average Daily Water Usage per Active Customer





Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 6

Water System Report

June 2022



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

JUNE 2022 - WATER SYSTEM REPORT

End of JUNE Stream-Flows

End of May Statistics	June 2022	June 2021	DIVERSION	JUNE GPM	2022 GPD	June 2021 GPM
RAINFALL @ F1	Recorded at F1	(@ F1)	D1	5	7,200	2½
Monthly total (in inches “)	.87”	0.18”	D2	15	21,600	11½
For Year 7/1//2021 -> 01 July 2022	32.05”	15.52”	D3	13	18,720	7½
Avg. yearly since 1925 (inches)	37.26”	37.32”	D4	12	17,280	4½
*Compare E of M Streamflow	April 2022	May 2022	D5	14	20,160	9½
*upper diversions total gpd ->	313,920	182,880	D6	15	21,600	10
Feb21-Mar22:110;102½,68;53½; 55; 40;40;43;251;165;975;455; 255; 224	218 gpm	127 gpm	D7	14	20,160	7½
MONTHLY PRODUCTION Trends:	Apr 2022	Mar 2022	D8	4	5,760	2
May 2022: 1,699,400 gal	1,478,000 gal	1,421,400	TOTALS--	92	132,480	55
54,819 Avg. gallons per day 38.1 Average gpm	49,267 gal 34.2 gpm	45,852 gal 31.8 gpm	J U N E			
SOURCES USED	(June 2022)	(June 2021)	S Y S T E M U S A G E P A T T E R N S			
1 st Valley High Intakes (D 3,2)	46 %	25 %	USE BY	ZONE	2022	2021
2 nd Valley High Intakes (D 6)	35 %	30 %	Colby +	717,000 +	41 %	40 %
3 rd Valley Intakes (D 7)	19 %	9 %	Tenney -	645,100 +	37 %	37 %
1st Valley lower intake	0 %	25 %	Conner -	30,300 -	2 %	2 %
2 nd Valley lower (L2)	0 %	8 %	Stockstill	212,600 -	12 %	11 %
Wells (W1,W3,W4)	0 %	3 %	Sea Haven	136,900+	8 %	10 %
TOTAL	100 %	100.0 %	TOTAL Prod	1,741,900+	100 %	100.0 %

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

JUNE PRODUCTION 58,063 gal/day => 40.3 gpm

Note that the daily usage 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 CL₂ dose at F1→ 0.72 parts per million (ppm); average CL₂ at F3→ >@0.72 ppm

Major Activities

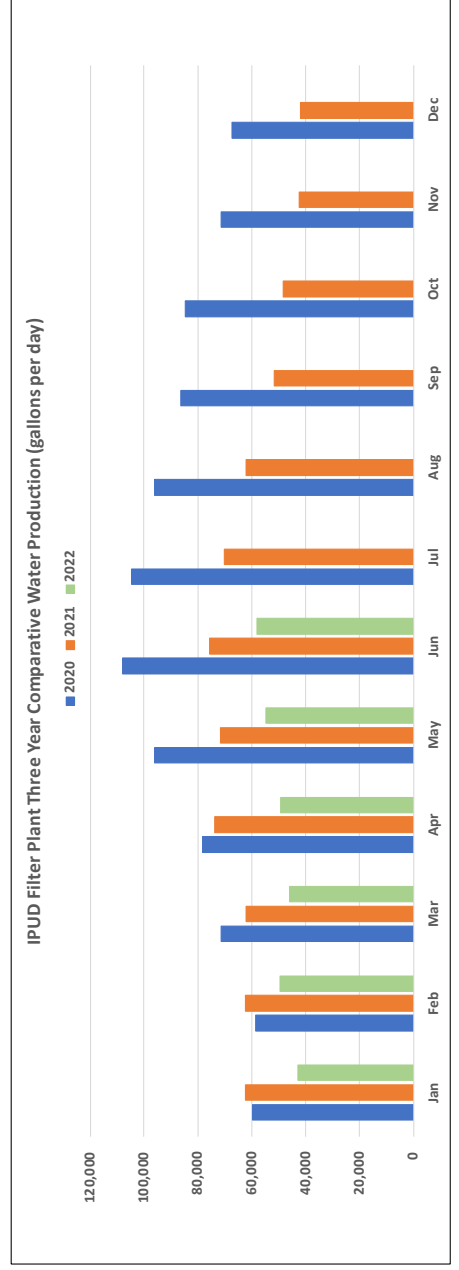
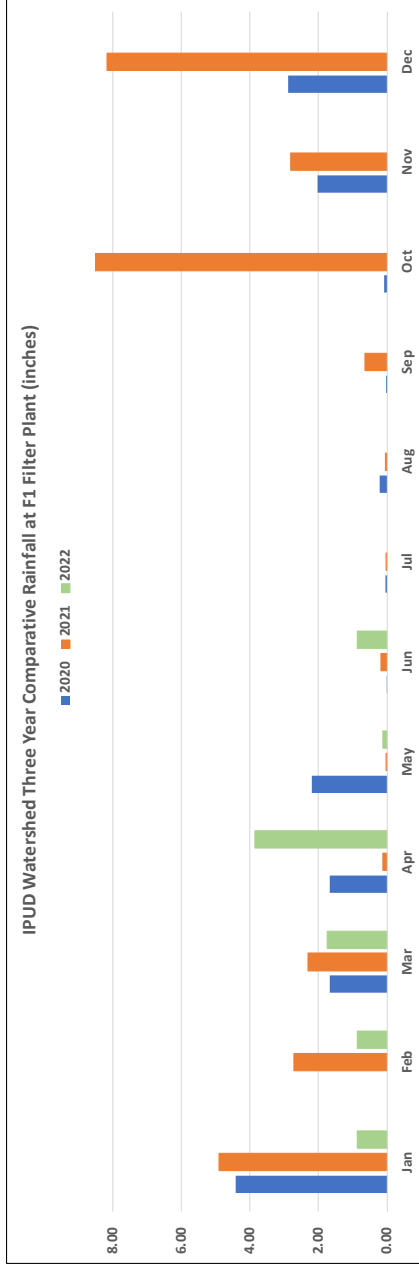
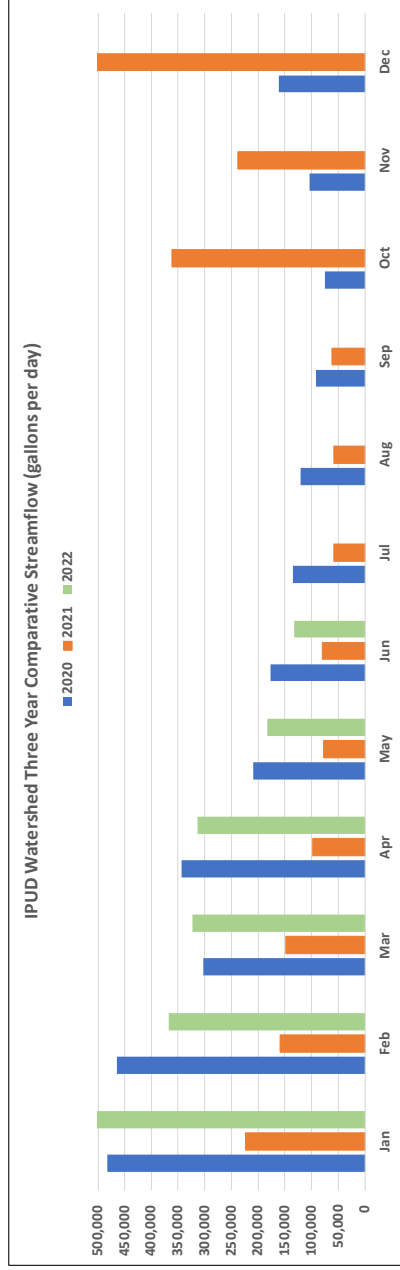
- Monthly reports sent to CA RWQCB
- F1: chemical cleaning (CIP) of Nano Filter unit B. CIP of both Ultra units A & B
 - NF B backup power battery failed, causing unit to shut down for 1½ days
 - D5 readied and turned in (2nd of 3 sources available in upper Second Valley)
- F3: Ultra Unit pinned fibers on Ultra unit
 - D8 readied and in, leak repaired on D8->D7 transfer pipe
- SCADA system: CORE working on SCADA radios and replacing cable at Stockstill tank
- Hydrant clearing/ and brush & tree clearing of watershed roads continued
- Tenney Tanks: grounds work
- All customer meters read... 2 leaks discovered. Owners notified and 1 service shut by request
- Regular flushing of 4” iron line on Via de la Vista.

Purpose: IPUD Customers and Board members requesting specific data from water reports with infographics/ easy to read monthly water report
 Streamflows, rainfall, production: pulled from Shared (S) > 2Water > 9 Water Systems Report > 2020, 2021, 2022 water reports. Rainfall pulled from water reports.

2020	Streamflows (gpd)	Monthly Rainfall (inches)	Production (gpd)	Residential Average Use (gpd)	Non Residential Average Use (gpd)
Jan	482,400	4.41	59,794	93	304
Feb	483,680	0.00	58,403		
Mar	302,400	1.66	71,379	114	239
Apr	342,720	1.66	78,357		
May	208,800	2.19	86,174		
Jun	177,120	0.01	105,027	162	235
Jul	135,360	0.05	104,587	164	353
Aug	120,960	0.22	95,971		
Sep	91,440	0.03	86,380	139	396
Oct	74,800	0.09	84,560		
Nov	103,680	2.02	71,333	98	335
Dec	161,280	2.88	67,210		

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

2022	Streamflows (gpd)	Monthly Rainfall (inches)	Production (gpd)	Residential Average Use (gpd)	Non Residential Average Use (gpd)
Jan	655,200	0.87	42,826	69	322
Feb	367,200	0.87	49,450		
Mar	322,560	1.74	45,852	68	340
Apr	313,920	3.85	49,267		
May	182,880	0.12	54,819	90	412
Jun	132,480	0.87	55,063		
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					



Water Customer Accounts Receivable Totals, May/June 2022

- The Accounts Receivable balance on May 1, 2022, consisted of:

Current balances (from bills sent out on April 28)	97,954.79	
Past-due balances (2.75%)	<u>2,773.00</u>	
Total Accounts Receivable balance on May 1, 2022:		<u>100,727.79</u>
- During May/June, we received the following **payments** from our customers:

Electronic payments:	68,830.00	(69.7%)	
Payments by check:	<u>29,911.61</u>	(33.8%)	
Total payments received:			- 98,741.61
- During May/June, we posted the following **charges** to our customers' accounts:

Write-offs:	--		
Adjustments:	--		
Basic charges (current)	75.00	(1 Basic charge for May/June)	
Basic charges (future):	77,137.50	(517 Basic charges billed 6/27 for <u>Jul/Aug*</u>)	
Drought surcharges (current)	15.00	(1 Drought surcharge for May/June)	
Drought surcharges (future):	15,427.50	(516 Drought surcharges billed 6/27 for <u>Jul/Aug*</u>)	
X-C charges (future):	216.00	(18 Cross-Connection charges billed 6/27 for <u>Jul/Aug</u>)	
Usage charges:	13,744.00	(Usage charges billed 6/27 for 4/22/22 to 6/22/22 [†])	
Misc. charges:	250.00	(Such as account setup charges, late payment charges)	
Refused payments:	--		
Refunds:	<u>218.75</u>	(2 closed account credit balance refunds)	
Total charges posted:			+ 107,083.75
- Thus, the Accounts Receivable balance on June 30 (the end of the period) was: **109,069.93**
(of which 3.71%, or \$4,072.06, was past due)

* Bimonthly Fixed Charges (for Jul/Aug): 513 customers @ \$180.00; 1 Lifeline customer at \$90.00; 3 Lifeline customers at \$45.00; 1 suspended customer at \$0.00

[†] Total billed usage was \$13,768.00, less two credits totaling \$24.00 (for prior-period meter read errors)

Reconciliation with BofA checking account:

There were no deposits in transit on 6/30/2022. Thus, the A/R balance on the District's books as of 6/30 should also be \$109,069.93.

Scheduled ACH receipts: \$53,909.75 on July 18, 2022 (from 277 customers, which is 53.6% of the total of 517 billed customers).

A temporary security debit to IPUD's checking account in the amount of \$53,909.75 will be made on or about July 14, 2022 (subject to adjustments).

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

Period covered: May/June 2022

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

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

Inverness Public Utility District Water System

ACCOUNTS RECEIVABLE SUMMARY, FY 2021/22

Beginning-of-Year A/R Balance (6/30/2021)			\$89,999.70
Payments received			
ACH & AR Box payments	386,455.64	(68.8%)	
Payments by check/cash	<u>174,949.53</u>	(31.2%)	
Total payments			561,405.17
Writeoffs			0.00
Adjustments			0.00
Charges posted			
Basic charges	458,263.00	(79.1%)	
Drought surcharges	61,635.00	(10.6%)	
Cross-connection charges	1,296.00	(0.25%)	
Water usage charges	56,929.00	(9.8%)	
Miscellaneous charges	<u>1,325.00</u>	(0.25%)	
Total charges			579,448.00
Refused payments			0.00
Overpayment refunds			<u>1,027.40</u>
End-of-Year A/R Balance (6/30/2022)			\$109,069.93

Submitted by:


 Wade B. Holland, Customer Services Manager

Date: July 5, 2022



Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 7

Fire Department Report

June 2022

FIRE DEPARTMENT REPORT

June 2022

INCIDENTS:

<i>#</i>	<i>Date</i>	
#22-077	6-5	Tree down @ 649 Via de la Vista for a Tree blocking private driveway.
#22-078	6-16	EMS @ Edgemont for a sick person. Private transport.
#22-079	6-17	Lift assist @ Via de la Vista.
#22-080	6-17	Tree down @ 250 Camino del Mar.
#22-081	6-18	Water rescue @ Teacher's Beach. Kayakers overloaded with equipment. Party contacted at Chicken Ranch Beach. No medical merit.

TRAININGS:

June 12 – Wildland fire response and progressive hoselay.

June 28 – Pump operation, hydrant location and hookup and initial response to structure and wildland fires.

ACTIVITIES AND MAINTENANCE:

1. Wildland academy in Novato.
2. Enter NFIRS data.
3. Inspect and repair multiple items on both structure engines.
4. Exercise 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, John Roche, David Wright, Nikki Spencer, Michael Duncan, Greg Eastman, Celine Bennett, Jay Borodic, Fiona Pettigrew, Liam Riley, David Thompson, Jack von Thaeer

Jim Fox, Chief



Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 8

Review and Approve Expenditures

- **June 2022 Expenditures**
- **June 2022 Credit Card Charges**

INVERNESS PUBLIC UTILITY DISTRICT
Check Register
For the Accounting Period: 6/22

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99980	E	29 TRUIST BANK	9.75	06/21/22	6/22	CL 66	9.75
-99979	E	321 VERIZON WIRELESS	403.80	06/13/22	6/22	CL 73	403.80
-99978	E	17 AT&T - Electronic	69.55	06/28/22	6/22	CL 85	69.55
-99977	E	293 SWRCB ACCOUNTING OFFICE	904.35	06/28/22	6/22	CL 91	904.35
-99976	E	102 EMPLOYMENT DEVELOPMENT DEPARTMENT	173.67	06/28/22	6/22	CL 93	173.67
55012 *	S	41 BUILDING SUPPLY CENTER	283.63	06/21/22	_____	CL 63	283.63
55013	S	215 MCPHAIL FUEL CO.	692.06	06/21/22	_____	CL 64	692.06
55014	S	169 JOHN'S DAIRY EQUIPMENT & SUPPLY, INC.	101.80	06/21/22	_____	CL 65	101.80
55015	S	11 AMAZON CAPITAL SERVICES	162.74	06/21/22	_____	CL 67	162.74
55016	S	289 STREAMLINE	260.00	06/21/22	_____	CL 68	260.00
55017	S	36 BRELJE AND RACE LABORATORIES, INC.	366.00	06/21/22	_____	CL 69	366.00
55018	S	180 KERRY LEMOS ELECTRICAL	550.00	06/21/22	_____	CL 70	550.00
55019	S	11 AMAZON CAPITAL SERVICES	14.09	06/21/22	_____	CL 72	14.09
55020	S	18 AT&T	453.75	06/21/22	_____	CL 78	453.75
55021	S	64 CHEDA'S GARAGE	1447.20	06/21/22	_____	CL 79	1447.20
55022	S	71 CORE	900.00	06/21/22	_____	CL 75	900.00
55023	S	130 GRAINGER	27.46	06/21/22	_____	CL 76	27.46
55024	S	196 MARIN COUNTY FINANCE DEPARTMENT	1502.14	06/21/22	_____	CL 74	1502.14
55025	S	213 MCMASTER-CARR	92.22	06/21/22	_____	CL 77 CL 80	41.09 51.13
55026	S	271 RILEY F. HURD III	1240.00	06/21/22	_____	CL 000000	1240.00
55037 *	S	60 CASCADE FIRE EQUIPMENT	210.01	06/28/22	_____	CL 83	210.01
55038	S	82 DE CARLI'S PROPANE	660.32	06/28/22	_____	CL 84	660.32
55039	S	337 RESPONSERACK	720.00	06/28/22	_____	CL 82	720.00

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
55040	S	142 WADE HOLLAND	64.02	06/28/22	_____	CL 81	64.02
55041	S	132 HACH COMPANY	186.85	06/29/22	_____	CL 86 CL 87	125.18 61.67
55042	S	262 QUILL CORPORATION	465.43	06/29/22	_____	CL 88 CL 89 CL 90	215.98 106.91 142.54
55043	S	8 ALPHA ANALYTICAL LABORATORIES, INC.	86.00	07/07/22	_____	CL 107	86.00
55044	S	41 BUILDING SUPPLY CENTER	517.48	07/07/22	_____	CL 98	517.48
55045	S	128 GOOD & CLEAN, INC.	340.50	07/07/22	_____	CL 103	340.50
55046	S	130 GRAINGER	151.88	07/07/22	_____	CL 97 CL 100	87.09 64.79
55047	S	132 HACH COMPANY	658.50	07/07/22	_____	CL 101	658.50
55048	S	169 JOHN'S DAIRY EQUIPMENT & SUPPLY, INC.	32.55	07/07/22	_____	CL 104	32.55
55049	S	338 KEN LINDSTEADT	64.20	07/07/22	_____	CL 94	64.20
55050	S	262 QUILL CORPORATION	215.95	07/07/22	_____	CL 95 CL 96	75.59 140.36
55051	S	263 R.J. RICCIARDI, INC., CPAS	400.00	07/07/22	_____	CL 102	400.00
55052	S	306 U.S. BANK CORPORATE PAYMENT SYSTEMS	3476.35	07/07/22	_____	CL 105 CL 106	688.00 2788.35
Total for Claim Checks			17904.25				
Count for Claim Checks			36				

* denotes missing check number(s)

of Checks: 36 Total: 17904.25

INVERNESS PUBLIC UTILITY DISTRICT
Fund Summary for Claim Check Register
For the Accounting Period: 6/22

Fund/Account	Amount
10 District	
10101	\$6,282.61
21 Fire	
10101	\$3,708.48
51 Water	
10101	\$7,913.16
Total:	\$17,904.25

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed	Receipt Acct
-89975	314 SCOTT MCMORROW	0.00	06/15/22	6/22	
-89974	315 MICHAEL MESZAROS	0.00	06/15/22	6/22	
-89973	CHILD SUPPORT STATE OF CALIFORNIA	402.00	06/22/22	6/22	
-89972	FIT EFTPS	6775.38	06/21/22	6/22	
-89971	ETT EDD	285.11	06/21/22	6/22	
-89970	SIT CA STATE TAX	953.69	06/21/22	6/22	
-89969	314 SCOTT MCMORROW	0.00	06/30/22	6/22	
-89968	315 MICHAEL MESZAROS	0.00	06/30/22	6/22	
-89967	CHILD SUPPORT STATE OF CALIFORNIA	402.00	06/30/22	6/22	
-89966	FIT EFTPS	6705.73	06/30/22	6/22	
-89965	ETT EDD	283.35	06/30/22	6/22	
-89964	SIT CA STATE TAX	951.28	06/30/22	6/22	
55000 *	313 DAVID C. BRIGGS	1001.17	06/15/22	_____	
55001	6 JAMES K. FOX	3447.83	06/15/22	_____	
55002	7 KENNETH J. FOX	2451.93	06/15/22	_____	
55003	8 KAAREN S. GANN	703.02	06/15/22	_____	
55004	10 WADE B. HOLLAND	1237.33	06/15/22	_____	
55005	316 NICOLAS JENNA	861.79	06/15/22	_____	
55006	311 JACOB LEYVA	1859.49	06/15/22	_____	
55007	17 JEFFREY MCBETH	2041.85	06/15/22	_____	
55008	309 SHELLEY L. REDDING	3287.55	06/15/22	_____	
55009	312 CASSIDY S. RUSSELL	1926.64	06/15/22	_____	
55027 *	313 DAVID C. BRIGGS	965.53	06/30/22	_____	
55028	6 JAMES K. FOX	3447.83	06/30/22	_____	
55029	7 KENNETH J. FOX	2451.93	06/30/22	_____	
55030	8 KAAREN S. GANN	484.96	06/30/22	_____	

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed	Receipt Acct
55031	10 WADE B. HOLLAND	1773.72	06/30/22	_____	
55032	316 NICOLAS JENNA	1036.63	06/30/22	_____	
55033	311 JACOB LEYVA	1441.40	06/30/22	_____	
55034	17 JEFFREY MCBETH	1862.69	06/30/22	_____	
55035	309 SHELLEY L. REDDING	3629.18	06/30/22	_____	
55036	312 CASSIDY S. RUSSELL	1655.82	06/30/22	_____	

* denotes missing check number(s)

# of Checks:	32	Total:	54326.83	Electronic Checks:	16,758.54
				Non-electronic Checks:	37,568.29

Inverness PUD
Reconciliation Detail
XX-6591 · Fox, Jim - Cal Card, Period Ending 06/22/2022

Type	Date	Num	Name	Memo	Cir	Split	Amount	Balance
Beginning Balance								614.38
Cleared Transactions								
Charges and Cash Advances - 11 items								
Credit Card Charge	05/15/2022		Marin Resource Recovery Center	Tank Site Cleanup/Recycle	X	844-03 · Miscellaneous	-85.00	-85.00
Credit Card Charge	05/18/2022		Octochem	Treatment Chemicals	X	833-01 · Chemicals	-160.06	-245.06
Credit Card Charge	05/24/2022		Inverness Store	Supplies	X	850-01 · Volunteer Training	-17.97	-263.03
Credit Card Charge	05/27/2022		Amazon	Chain vice	X	845-01 · Supplies and Inventory	-92.87	-355.90
Credit Card Charge	05/27/2022		Amazon	Hitch mount	X	845-01 · Supplies and Inventory	-79.79	-435.69
Credit Card Charge	06/01/2022		UPS Battery Center Ltd.	Replacement battery	X	845-01 · Supplies and Inventory	-39.90	-475.59
Credit Card Charge	06/01/2022		Inverness Store	Supplies	X	850-01 · Volunteer Training	-20.96	-496.55
Credit Card Charge	06/11/2022		Inverness Store	Supplies	X	845-01 · Supplies and Inventory	-28.35	-524.90
Credit Card Charge	06/12/2022		Palace Market	Volunteer Training	X	850-01 · Volunteer Training	-50.28	-575.18
Credit Card Charge	06/13/2022	2194271368	Adobe	1 month Adobe Online J Fox	X	870-05 · Office Supplies, Post...	-24.99	-600.17
Credit Card Charge	06/17/2022		Octochem	Treatment Chemicals	X	833-01 · Chemicals	-87.83	-688.00
Total Charges and Cash Advances								
Payments and Credits - 1 item								
Bill	05/20/2022		U. S. Bank Corporate Payment Syst...	Managing Account XX-0662	X	20000 · Accounts Payable	614.38	614.38
Total Cleared Transactions								
Cleared Balance							-73.62	-73.62
Register Balance as of 06/22/2022							73.62	688.00
Ending Balance							73.62	688.00

**Inverness PUD
Reconciliation Detail
XX-7757 · Redding, Shelley - Cal Card, Period Ending 06/22/2022**

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Beginning Balance								2,163.97
Cleared Transactions								
Charges and Cash Advances - 13 items								
Credit Card Charge	05/26/2022		Bovine Bakery	Staff Meeting Supplies	X	870-05 · Office Supplies, Postage, Fees	-26.45	-26.45
Credit Card Charge	05/28/2022	E0200IR7ZM	Microsoft	Microsoft 365	X	-SPLIT-	-750.00	-776.45
Credit Card Charge	05/28/2022		Microsoft	Microsoft 365	X	-SPLIT-	-480.00	-1,256.45
Credit Card Charge	05/31/2022		U. S. Postal Service	Postage / Stamps	X	870-05 · Office Supplies, Postage, Fees	-1.76	-1,258.21
Credit Card Charge	05/31/2022		U. S. Postal Service	Postage / Stamps	X	870-05 · Office Supplies, Postage, Fees	-1.76	-1,259.97
Credit Card Charge	06/07/2022		Dell Small Business	OptiPlex 3090 Micro BTX	X	870-05 · Office Supplies, Postage, Fees	-799.19	-2,059.16
Credit Card Charge	06/07/2022		Dell Small Business	Dell 24 Monitor	X	870-05 · Office Supplies, Postage, Fees	-215.59	-2,274.75
Credit Card Charge	06/07/2022		Dell Small Business	OptiPlex 3090 Micro BTX all-in-...	X	870-05 · Office Supplies, Postage, Fees	-84.22	-2,358.97
Credit Card Charge	06/08/2022		Berkeley Horticulture	Plants	X	840-02 · Building Maintenance	-94.26	-2,453.23
Credit Card Charge	06/10/2022	3848337	Checksforless.com	Laser voucher checks + rush or...	X	870-05 · Office Supplies, Postage, Fees	-148.81	-2,602.04
Credit Card Charge	06/10/2022	03447-31030	Canva	Monthly Subscription	X	870-02 · Dues & Publications	-12.95	-2,614.99
Credit Card Charge	06/14/2022	3847001	Checksforless.com	Laser voucher checks, deposit s...	X	870-05 · Office Supplies, Postage, Fees	-155.36	-2,770.35
Credit Card Charge	06/14/2022		Marin Independent Jo...	1 month Digital Subscription	X	870-02 · Dues & Publications	-18.00	-2,788.35
Total Charges and Cash Advances								-2,788.35
Payments and Credits - 1 item								
Check	05/13/2022	15084	U. S. Bank Corporate...	Cal Card May 2022	X	1-103 · Bank of America Checking 0150	2,163.97	2,163.97
Total Cleared Transactions								-624.38
Cleared Balance							624.38	2,788.35
Register Balance as of 06/22/2022							624.38	2,788.35
Ending Balance							624.38	2,788.35



Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 9

Resolution 273-2022

**Calling an Election on November 8, 2022, to Adjust
the Appropriations Limit for Fiscal Years 2022/23
through 2025/26 (Replacing Resolution 271-2022)**



Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 9

Resolution 274-2022:

Conflict of Interest Code Policy

Update 2022



Board Agenda Item Staff Report

Subject: Resolution 273-2022: Appropriations Limit Override Election (Replacing Resolution 271-2022)
Meeting Date: July 27, 2022
Date Prepared: July 7, 2022
Prepared by: Shelley Redding, General Manager
Attachments: Resolution 273-2022 DRAFT

Recommended Action: Adopt and Approve Resolution 273-2022 (replacing Resolution 271-2022) to place the appropriations limit override measure on the ballot at the November 8, 2022, general election

This resolution replaces Resolution 271-2022 which your Board adopted on May 25. We have been advised by the County Elections Office that recent legislation affected how measures must be described on the ballot. This new resolution conforms to the new requirements for how measures are described on the ballot.

The wording we used previously in Resolution 271 (which is the wording we have used for decades) was as follows:

Shall the appropriations limit established for the Inverness Public Utility District pursuant to Article XIII B of the California Constitution be adjusted to include the combined total of all applicable revenue sources for the fiscal years 2022/2023 through 2025/2026 in order to ensure an adequate funding base for the Inverness Public Utility District?

The new wording, to conform with Elections Code Sec. 13119(a) is as follows:

Shall the measure adjusting the appropriations limit for the Inverness Public Utility District pursuant to Article XIII B of the California Constitution so that for each of the fiscal years 2022/2023 through 2025/2026 the appropriations limit shall include the combined total of all applicable revenue sources be adopted?

By way of background, Article XIII B of the California State Constitution requires your Board to set for each fiscal year the maximum amount of tax proceeds the District is permitted to appropriate. This is pursuant to Prop. 4 (the so-called Gann initiative) adopted by the voters in November 1979.

The IPUD's calculated appropriations limit is substantially smaller than the actual amount of tax proceeds to which the District is entitled pursuant to Prop. 13. In order to keep the difference, we must submit to the District's voters every four years a measure authorizing our appropriations limit to be further adjusted to include the combined total of all applicable revenue sources.

Inverness Public Utility District

RESOLUTION 273-2022

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE INVERNESS PUBLIC UTILITY DISTRICT
PROPOSING AN ADJUSTMENT IN THE APPROPRIATIONS LIMIT,
ESTABLISHING A DATE FOR ELECTION,
ADOPTING INTENDED BALLOT LANGUAGE,
REQUESTING THE CONSOLIDATION OF SAID ELECTION
WITH ANY OTHER ELECTION CONDUCTED ON THE SAME DATE,
REQUESTING ELECTION SERVICES OF THE REGISTRAR OF VOTERS,
AND DIRECTING THAT REBUTTAL ARGUMENTS MAY BE RECEIVED

WHEREAS, an appropriations limit has been established for and by the Inverness Public Utility District pursuant to Article XIII B of the California Constitution; and

WHEREAS, it is the determination of the Board of Directors of the Inverness Public Utility District that the appropriations limit for the current and subsequent three fiscal years may be inadequate to meet the needs of the property owners and residents of this District;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Inverness Public Utility District hereby calls an election to be held on Tuesday, November 8, 2022, at which election the issue to be presented to the voters of the District shall be:

“Shall the measure adjusting the appropriations limit for the Inverness Public Utility District pursuant to Article XIII B of the California Constitution so that for each of the fiscal years 2022/2023 through 2025/2026 the appropriations limit shall include the combined total of all applicable revenue sources be adopted?”

BE IT FURTHER RESOLVED that the Board of Directors of the Inverness Public Utility District hereby requests that said election be consolidated with the general election to be held on the same date and requests the Registrar of Voters to provide all necessary election services and to canvass the results of said election.

BE IT FURTHER RESOLVED that rebuttals shall be received to ballot arguments.

BE IT FURTHER RESOLVED that Resolution 271-2022, adopted on May 25, 2022, by the Board of Directors of the Inverness Public Utility District, shall be, and hereby is, replaced by this Resolution 273-2022, and that said Resolution 271-2022 shall be, and hereby is, revoked and no longer in effect.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Inverness Public Utility District on the 27th day of July, 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 273-2022 on record in the office of the Inverness Public Utility District, and that subsequent to its adoption no provision of Resolution 273-2022 has been amended, modified, or revoked by the governing body.

Shelley Redding, Clerk of the Board, Inverness Public Utility District, County of Marin, State of California.

By _____ Date _____

DRAFT



Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 10

Resolution 274-2022:

Conflict of Interest Code Policy

Update 2022



Inverness Public Utility District

Board Agenda Item Staff Report

Subject: Resolution 274-2022: Conflict of Interest Code
Meeting Date: July 27, 2022
Date Prepared: July 7, 2022
Prepared by: Shelley Redding, General Manager
Attachments: Resolution 274-2022; Proposed 2022 Conflict of Interest Code

Recommended Action: Approve and Adopt 2022 Conflict of Interest Code and Resolution 274-2022.

Every two years it is necessary to update the District's Conflict of Interest Code to list the positions required to file Fair Political Practices Commission Form 700 (Statement of Economic Interests). The 2019 District Conflict of Interest Code added the Administrator and removed the General Manager due to the General Manager position being vacant until recently. The 2022 update removed the position of Administrator and adds the position of General Manager as a position that is required to file Form 700 because the Administrator position has been eliminated. The other positions in the District that are required to file Form 700 are the Directors and the Chief of Operations.

Once your Board adopts Resolution 274-2022, staff will forward a certified copy of the resolution together with the updated Conflict of Interest Code to the Clerk of the Board of Supervisors, who will place the matter on an agenda for the Board of Supervisors for their required approval.

RESOLUTION 274-2022

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE INVERNESS PUBLIC UTILITY DISTRICT
APPROVING AND ADOPTING A CONFLICT OF INTEREST CODE
AND DETERMINING POSITIONS THAT MANAGE PUBLIC INVESTMENTS**

BE IT RESOLVED by the Board of Directors of the Inverness Public Utility District that the Conflict of Interest Code of the Inverness Public Utility District of Marin County, California, dated July 27, 2022, shall be and hereby is approved and adopted, superseding and replacing the Conflict of Interest Code adopted on April 24, 2019, by approval of Resolution 236-2019, and that the Clerk of the Board shall be and hereby is directed to forward said Conflict of Interest Code dated July 27, 2022, to the Clerk of the Board of Supervisors, County of Marin, for approval by the Board of Supervisors of the County of Marin.

BE IT FURTHER RESOLVED that the Board of Directors of the Inverness Public Utility District finds and determines that the positions of Director, General Manager and Chief of Operations manage public investments as provided for in Section 87200 of the Government Code and that said positions shall file statements of economic interest pursuant to Government Code Section 87200.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Inverness Public Utility District on the 27th day of July, 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 Resolution 274-2022 on record in this office, and that subsequent to its adoption no provision of Resolution 274-2022 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
CONFLICT OF INTEREST CODE
(July 27, 2022)

The Political Reform Act, Government Code Section 81000, *et seq.*, requires that state and local government agencies adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the Inverness Public Utility District.

Designated members and employees shall file statements of economic interests with the District, which shall make the statements available for public inspection and reproduction (Gov. Code Section 81008). Upon receipt of the required statements from the designated filers, the agency shall make and retain a copy of each such statement and shall forward the original of each such statement to the County Clerk of the County of Marin.

IPUD Conflict of Interest Code.

Government Code Section 87100 states as follows: “No public official at any level of state or local government shall make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest.”

Government Code Sections 87101, 87103, and 97103.5 provide explicit language explaining the nature of a “conflict of interest” and disclosure relating to Board responsibilities.

Members of the Board are required to be in compliance with all federal and state requirements under the “Conflict of Interest” Codes.

Submitted to Clerk, Board of Supervisors, County of Marin:

Received: Date: _____

 Signed: _____

 Title: _____

Approved by the Board of Supervisors of the County of Marin

Date: _____

_____ Chairman

DRAFT



Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 11

Committee Meetings/Reports



Inverness Public Utility District
Board Meeting July 27, 2022

Agenda Item No. 12

Announcements,

Next Meeting,

Adjournment