



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 1

Call to Order;
Attendance Report



Inverness Public Utility District
Board Meeting February 27, 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.

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 February 27, 2023

Agenda Item No. 3

Approval of Meeting Minutes

Re-Scheduled Regular Meeting

December 14, 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 (rescheduled)
Wednesday, December 14, 2022, 9:00 a.m.
Inverness Firehouse**

1. Call to Order; Attendance Report

President Emanuels called the meeting to order at 9:01 a.m.

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

Directors Absent: None

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

2. Oath of Office:

General Manager Redding administered the oath of office to Director Ken Emanuels and Director David Press for their four-year terms commencing December 2022.

3. Public Expression:

There were no public comments.

4. Approval of Minutes:

Regular Meeting of October 26, 2022

M/S Donohue/Whitney to approve the minutes of the Regular Meeting of October 26, 2022, as submitted.

AYES 5, NOES 0

5. Local Hazard Mitigation Plan:

Staff will continue to work towards an outline of how to accomplish the assessment using existing mitigation plans from the County to identify the areas of responsibility for the District. Carolyn Longstreth requested the District pursue further involvement with MWPA. Director Donohue noted discussions of the Executive Committee of the MWPA about funding allocations from high population areas to rural areas. Encourage more activity with Defensible Space outreach and assistance for residents to obtain grants through the MWPA for approved home hardening projects. Staff was encouraged to pursue an RFP that can quantify risks to District, consider current County Mitigation plans and avoid duplication of efforts.

6. Management Report

Financial Reports: General Manager Redding presented the financial reports through November 2022. She noted that work has begun on a budget revision for mid-year, and she will have a draft available at the January meeting.

Audit Update: Auditor is working through the provided material and gathering information from previous Auditor, as well as contracted actuarial.

Director Press departed at 9:53 am.

Grant Funding Report: General Manager Redding reported research being done to find grants that can help with Tank Replacement. Staff met to discuss priorities for District.

7. Water System Reports

Senior Water Operator Ken Fox presented the October 2022 and November 2022 Water System Reports.

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

State of the Water Shortage Emergency: Staff is anticipating some rain in the long-range forecast but at this time, Stage 2 restrictions are recommended to continue.

8. Fire Department Reports

Fire Services Officer (FSO) Briggs presented the October 2022 and November 2022 Fire Department reports. Director Emanuels asked about trainings and volunteer attendance.

MWPA: Director Donohue reported on the MWPA newsletter and the website that has a large amount of information.

MWPA Local Projects Update: Chief Fox reported on the ongoing Local Project work being completed.

MWPA CORE Projects Update: Chief Fox reported that he has attended several meetings with MWPA pre-work assessment related to the CORE Project Evacuation Routes.

Chief Fox departed at 10:00 am

Marin Emergency Radio Authority (MERA) Update: General Manager Redding reported that Current activity is mostly construction of the towers and 2024 remains the target year for project completion.

FEMA Grant for SCBAs for West Marin Fire Departments: FSO Briggs reported that staff is waiting on the final quotes for the equipment being obtained. It was noted that Chief Fox preferred 30-minute units for volunteers. The Inverness portion of the total award is estimated at 16.52% of \$478,882. The estimated 5% match amount is \$8,558.00. This amount includes the SCBA, 2 tanks, mask and VA. There will be an additional cost for one RIP pack, amount to be determined. The final amounts may be available in January 2023.

9. Approval of Expenditures and Credit Card Charges

General Manager Redding presented the October 2022 and November 2022 expenditures and credit card charges.

M/S Johnson/Donohue to accept and approve the October 2022 and November 2022 expenditures and credit card charges as presented. AYES 4, NOES 0

10. Review and Approve IPUD Membership in the California Water/Wastewater Agency Response Network (CalWARN), per Senate Bill 552

General Manager Redding presented the Articles of Agreement and the Membership Application for review and approval.

M/S Johnson/Whitney to accept and approve the CalWARN Articles of Agreement and the Membership Application as presented. AYES 4, NOES 0

11. Volunteer Appreciation

General Manager Redding presented a request to provide Volunteer Recognition gifts to the District volunteers in lieu of the annual Holiday Party.

M/S Whitney/Johnson to approve Volunteer Recognition gifts as presented. AYES 4, NOES 0

12. Committee Meetings/Reports:

Director Emanuels requested that a date be set for the Personnel Committee's annual performance review of the General Manager, a review of the staff evaluations, and future strategic planning for staffing.

13. Adjournment

President Emanuels adjourned the meeting at 10:48 a.m. The next regular meeting is scheduled for January 26, 2023.

Attest: /s/

Date:

Shelley Redding, Clerk of the Board



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 4

Local Hazard Mitigation:

Discussion



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 5

Management Report

Clerk S. Redding

- FY2022-2023 Mid-Year Budget Report
- Grant Funding Report

Inverness Public Utility District
Approved Budget FY 2022/2023
6 Month Report 07/2022 - 12/2022

	Combined FY 2022-2023 Budget	BUDGET District 52101	ACTUAL District	BUDGET Fire 53101	ACTUAL Fire	Budget Water 57101	ACTUAL Water
Income							
Taxes Income							
41101 Ad Valorem Property	520,612	520,612	336,408				
41121 Special Fire Assessment	76,000			76,000			
41122 Excess ERAF	140,000	140,000	77,883				
Total Taxes Income	736,612	660,612	414,291	76,000			
Restricted Revenue							
42131 TOT Taxes (Meas. W)	120,000			120,000	124,483		
42132 MWPA	21,172			21,172	985		
42133 MWPA	21,172			21,172	985		
Total Restricted Revenue	162,344		-	162,344	126,453		-
Water Charges							
45101 Basic Charge	466,200					466,200	231,413
45102 Usage Charges	70,768					70,768	31,890
45103 Cross Connection Fees	1,400					1,400	636
45104 Misc Charges	2,000					2,000	485
45107 Uncollectibles							
45106 Drought Surcharge	93,240					93,240	46,253
45113 New Service Connection	7,900					7,900	8,100
Total Water Revenue	641,508		-		-	641,508	318,776
Miscellaneous Income							
45109 Customer Work	1,000					1,000	
47291 Other Income	2,000	1,000		500	225	500	
42134 WMES (Burton Funds)	7,490			7,490			
47114 Merchandise Sales	2,000			2,000	2,241		
45113 New Service Connection	7,900					7,900	8,100
47211 Interest Income	1,500	1,500					
CERBT OPEB	36,824	36,824	36,824				
WMCS Grant for IDC	2,500			2,500	3,500		
Total Miscellaneous Income	61,214	39,324	36,824	12,490	5,966	9,400	8,100
Total Income	1,601,678	699,936	451,116	250,834	132,419	650,908	326,876
Expense							
Personnel Costs							
60101 Management	197,662	105,560	52,780	46,051	27,918	46,051	29,645
60102 Operations Personnel	304,129			49,608	25,074	254,521	140,455
60103 Administrative	64,757	64,757	35,307				6,468
60210 Employer Payroll Taxes	43,341	13,029	6,965	7,318	4,256	22,994	13,508
60255 Employment Training			5				
60104 Staff Volunteer Wages	2,000			2,000			
60105 Duty Officer	1,000			1,000			
60220 Health Insurance	87,093	8,709	6,907	17,419	8,438	60,965	29,476
60251 Retirement Premiums	86,021	20,828	8,877	20,526	10,895	44,667	25,897
60271 Unfunded Accrued	37,862	214	214	14,042	14,042	23,606	23,606
60135 Accrued Vacation	24,000	4,500		4,500		15,000	
60254 Workers Comp	12,900	573		3,131		9,196	
60221 Retiree Health Benefits	33,753	30,050		3,703			
Total Personnel Costs	894,518	248,220	111,055	169,298	90,623	477,000	269,056

Inverness Public Utility District
Approved Budget FY 2022/2023
6 Month Report 07/2022 - 12/2022

	Combined FY 2022-2023 Budget	BUDGET District 52101	ACTUAL District	BUDGET Fire 53101	ACTUAL Fire	Budget Water 57101	ACTUAL Water
Dispatch & Communications							
63111 Radio/Pager Repair	500			500	244		
63112 Commo Supplies	4,000			4,000	2,731		
63113 MERA Operations	13,460			13,460	13,460		
63115 MERA New Financing	1,121			1,121			
Total Dispatch & Communications	19,081			19,081	16,435		
Collection & Treatment							
62221 Chemicals	5,000					5,000	3,873
Total Collection & Treatment	5,000					5,000	3,873
Lab & Monitoring							
62222 BacT & Raw Samples	4,500					4,500	1,878
62223 Periodic Samples	6,850					6,850	3,410
62224 Lead & Copper	825					825	630
Total Lab & Monitoring	12,175					12,175	5,918
Maintenance & Utilities							
62311 Equipment Maint	8,500	500		3,000	2,511	5,000	70
62312 Building Maint	5,450	1,450		3,000	3,150	1,000	346
62313 Grounds Maint	1,000			1,000			
62321 Tank Maintenance	3,000					3,000	665
62322 Collection & Treatment	8,200					8,200	1,821
62323 Distribution System	13,000					13,000	490
62324 Collection & Treatment	32,000					32,000	3,702
62325 Distribution System	1,100					1,100	8,573
62328 Firehouse Utilities	5,500			5,500	1,572		
62326 SCADA Maintenance	8,000					8,000	2,410
Total Maintenance & Utilities	85,750	1,950		12,500	7,233	71,300	18,076
Fire Prevention							
63311 Public Education and	1,000			1,000	240		
63331 MWPA Defensible Space	21,172			21,172			
63332 MWPA Local Projects	21,172			21,172	17,452		
Total Fire Prevention	43,344			43,344	17,692		
Storage & Distribution							
62231 Telemetry	2,500					2,500	1,138
62327 Cross Connect	1,200					1,200	
68112 Miscellaneous	100					100	
Total Storage & Distribution	3,800					3,800	1,138
Supplies and Inventory							
62211 Supplies and Inventory	20,500	1,500	839	4,000	8,388	15,000	9,138
62241 Personal Protective	8,290	300		7,490	1,759	500	
63314 Resale Merchandise	3,500			3,000		500	
62242 Uniforms	1,500			1,000		500	286
Total Supplies and Inventory	33,790	1,800	839	15,490	10,147	16,500	9,424
Training							
63811 Volunteer Training	2,000			2,000	1,739		
63821 Certification and	1,700			1,500		200	160
63812 Volunteer Appreciation	1,500			1,500	2,081		
63813 Volunteer Stipends	2,390			2,390			
63814 Volunteer Insurance	4,623			4,623			
Total Training	7,590			7,390	3,820	200	160

**Inverness Public Utility District
Approved Budget FY 2022/2023
6 Month Report 07/2022 - 12/2022**

	Combined FY 2022-2023 Budget	BUDGET District 52101	ACTUAL District	BUDGET Fire 53101	ACTUAL Fire	Budget Water 57101	ACTUAL Water
860 Vehicle Operations							
62411 Gas & Oil	22,000			7,000	2,619	15,000	5,003
62412 Repairs and Service	8,500			6,000	2,969	2,500	2,629
Total Vehicle Operations	30,500			13,000		17,500	7,632
Administration							
63421 Telephone, Internet,	4,900	3,000	1,782	700	580	1,200	1,056
63312 Dues & Publications	8,600	6,100	660	500	1,072	2,000	860
65111 Insurance	35,920	2,645	3,438	16,671	23,137	16,603	26,517
63531 Financial	11,500	5,500	11,300	3,000		3,000	
62212 Office Supplies, Postage	8,500	7,000	11,262	500		1,000	
65541 Banking Charges	9,000	9,000	4,218				
63521 Legal and Attorneys	6,000	5,000	1,040			1,000	
63361 Board & Election	1,000	1,000	93				
63731 Travel, Meetings,	1,500	500		500		500	
63362 Public Relations &	4,120	3,120	1,040	500		500	
63551 IT Support	2,200	2,200	4,911		90		
63541 Billing & Collections	9,000					9,000	729
63364 Disaster Council	5,000			5,000	2,176		
68112 Miscellaneous	4,230	900	304	3,300	109	30	18
63532 Other Agency	6,600	1,200	633	700		4,700	4,922
65554 Property Tax Admin	9,000	8,000	4,353	1,000			
68113 Fraud Expenses			9,850				
Total Administration	127,070	55,165	54,883	32,371	27,164	39,533	34,102
Total Expenses	1,262,618	307,136	166,777	312,473	173,114	643,008	349,380
Ordinary Net Income/Loss	331,161	392,800	284,338	(61,639)	(40,694)	-	(22,504)

January 2023 Grants Status Report

A) Small Community Drought Program - SWRCB

Purpose: provide immediate and near-term financial and technical support to help small communities survive this and future droughts.

Examples of projects which qualify:

- Provide reliable water supply sources.
- Improve water system storage.
- Replace aging and leaking water system infrastructure.
- Provide backup power sources for water systems.

Funding Source: State; California Department of Water Resources

Available Funds: \$305 Million

Requires Matched Funding: No

Funding Method: Reimbursements (IPUD spends out of pocket) and Advances (grant)

Potential Projects

1. Aging pipeline in Seahaven replacement - Often needs to be flushed, replacement would save water.
 - a. Project Scoping
 - b. Engineering
 - c. Legal
 - d. Professional consultation
 - e. Construction
2. Emergency Backup Generator
 - a. Portable for emergency pump operations,
 - b. 3rd Valley treatment plant operations
3. Seahaven tank seismic protection, lining replacement.
 - a. Project Scoping
 - b. Engineering
 - c. Legal
 - d. Construction costs for seismic reinforcement, cathodic protection, and lining replacement.
4. Woodhaven Redwood Tank replacement
 - a. Project Scoping
 - b. Engineering
 - c. Legal
 - d. Professional consultation
 - e. Construction
5. Colby Tank Project - replacing the 3 redwood water storage tanks with modern infrastructure.
 - a. Project Scoping
 - b. Engineering
 - c. legal costs
 - d. Professional consultation
 - e. Construction

B) Adaptation Planning Grant Program – Integrated Climate Adaptation and Resiliency Program – State of California Office of the Governor

Purpose: Provide funding to create an integrated climate adaptation strategic that could include:

- Identify climate resilience priorities.
- Engage in integrated climate planning.
- climate resilient infrastructure projects.
- Assist with local co-beneficial projects and increase access to additional state and federal funding.

Funding Source: State; Office of Planning and Research

Available Funds: \$25 Million, minimum grant amount \$150,000

Requires Matched Funding: No

This grant could provide the funding not only for a Local Hazard Mitigation Plan but for a broader Strategic Plan for the District and the community for the future. Requires a co-sponsor community organization and public engagement.

C) California Board of Forestry – Wildfire Prevention Grants

The WP Grants Program funds three types of activities: Hazardous Fuels Reduction, Wildfire Prevention Planning, and Wildfire Prevention Education. Below are some examples of qualifying projects and activities:

- Hazardous Fuels Reduction
- Wildfire Prevention Planning
- Wildfire Prevention Education

Staff met with MWPA Staff about leveraging the designation for both Inverness and Bolinas on the “communities at risk” list to obtain funding to augment planned work by the MWPA for areas surrounding the communities that are part of the SRA or in District boundaries, not managed by the State or Federal parks. More needs to be determined as to feasibility. Bolinas and Inverness to discuss combined application since both Districts share similar boundary challenges.

[RETURN TO SEARCH](#)

Small Community Drought Relief Program

Grantor: [Department of Water Resources](#)

Portal ID: 6583

Status: Active

Opportunity Type: Grant

 Last Updated: October 11, 2022, 4:25 pm | [View change notes](#)

CATEGORIES:

 [DISADVANTAGED COMMUNITIES](#),  [DISASTER PREVENTION & RELIEF](#),  [ENVIRONMENT & WATER](#),  [HEALTH & HUMAN SERVICES](#)



Purpose:

The purpose of the Small Community Drought Relief Program is to provide immediate and near-term financial and technical support to help small communities survive this and future droughts.

Description:

The Small Community Drought Relief Program (Program) was authorized by the Legislature pursuant to the Budget Act of 2021 as amended (Stats. 2022, ch. 44, § 25) and its Trailer Bill, (Wat. Code, § 13198 et seq.). The Trailer Bill authorized specified state agencies, defined as implementing agencies, subject to an appropriation for these purposes, to make grants and direct expenditures for interim or immediate relief in response to conditions arising from a drought scenario to address immediate impacts on human health and safety and on fish and wildlife resources and to provide water to persons or communities that lose or are threatened with the loss or contamination of water supplies.

The funding for this Program (\$305 million) also includes \$20 million for the tank program. The tank program intends to provide household water storage tanks and hauled water for California residents whose wells have gone dry due to the ongoing drought.

The small communities are those that are not supplied by an urban water suppliers as defined in California Water Code (Sec 10617). Urban water suppliers are those that provide drinking water with more than 3,000 connections or more than 3,000 acre-feet per year.

Eligibility Requirements

Eligible Applicants:

Nonprofit, Public Agency, Tribal Government

• Public agencies (e.g., Counties, cities) • Public utilities • Special districts (e.g., school districts, community service districts, irrigation districts, flood control districts, reclamation districts) • Colleges and universities • Mutual water companies • Nonprofit organizations¹ • Federally recognized Indian tribes • State Indian tribes listed on the Native American Heritage Commission's California Tribal Consultation List

Eligible Geographies:

Entire State of California

IMPORTANT DATES

Application deadline

12/29/23 00:00

Expected award announcement

Aug 2021 - June 2025

Period of performance

3 Years

FUNDING DETAILS

Total estimated available funding

\$305,000,000

Expected number of awards

Dependent

Estimated amount per award

Dependent

Letter of Intent Required? No

Requires Matched Funding? No

Funding Source: State

Funding Source Notes: The Small Community Drought Relief Program (Program) was authorized by the Legislature pursuant to the Budget Act of 2021 as amended (Stats. 2022, ch. 44, § 25) and its Trailer Bill, (Wat. Code, § 13198 et seq.).

Funding Method: Reimbursement(s)

Funding Method Notes: Small communities impacted by the drought can apply. Applications will be processed as they are received until funds are exhausted or until December 29, 2023, whichever comes first.

HOW TO APPLY

State agencies/departments recommend you read the **full grant** guidelines before applying.

[Grant guidelines](#)

RESOURCES

[Grantor's site](#)

[Subscribe to grant updates](#)

For questions about this grant, contact: Small Community Drought Relief Program, 1-916-803-9251, SmallCommunityDrought@water.ca.gov

Similar to This Grant

 AGRICULTURE

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 DISADVANTAGED

 DIS

Adaptation Planning Grant Program (APGP)

Administered by the Office of Planning and Research (OPR)

What is the APGP?

The Adaptation Planning Grant Program (APGP) leverages \$25 million to fund local, regional, and tribal communities in integrated climate adaptation planning. By facilitating climate adaptation planning, APGP supports the development of climate-resilient projects across the State.

What is Climate Adaptation?

Adaptation to climate change refers to an adjustment in natural or human systems to a new or changing environment, whereas resilience describes the capacity of any entity to prepare for disruptions, recover from shocks and stresses, and adapt and grow from a disruption. California communities are experiencing more frequent, prolonged, and severe impacts of climate change, including extreme heat, flooding, wildfires, drought, extreme weather events, and sea level rise. Preparing for these changes is climate adaptation.

What activities does the APGP fund?

APGP provides communities the resources to:

- Identify climate resilience priorities
- Engage in integrated climate planning
- Plan social and physical climate resilient infrastructure projects
- Strengthen local coordination, leadership, knowledge, and skills to implement co-beneficial projects and increase access to additional state and federal funding

Who informed the development of the APGP?

Over 450 community members, state, regional, and federal agencies, local governments, California Native American Tribes, Community-Based Organizations and advocacy groups informed the development of the APGP through a transparent process that included convenings, listening sessions, focus groups, informant interviews, and public workshops.

Who is eligible to apply?

Eligible Applicants include local public entities, California Native American Tribes, community-based organizations, and non-profits.

How do you apply?

- Applicants complete the [Request for Full Application – APGP Intent Survey](#) from November 7, 2022 to March 31, 2023.
- On January 6, 2023, staff will release the public Notice of Funding Availability and applications via Microsoft SharePoint to Applicants who completed the Survey.
- All application materials are due before 5:00 p.m. March 31, 2023.

For more information – visit the [APGP website](#) and sign up for the [APGP email list](#)





IPUD Proposed Plan for Scope of Work of Local Hazard Mitigation

The Inverness Public Utility District (IPUD) will create an RFP process to hire a consultant (contractor) to develop a local mitigation plan. The plan will address mitigation of multiple natural hazards, including flood, wind, fire, drought, and geologic hazards.

RFP PROCESS

IPUD Staff will prepare a draft RFP for Board review. Upon approval of the RFP document, Staff will publish the RFP with a deadline. After proposals are received, the Board will create a committee to review submitted proposals.

PLANNING PROCESS

Upon execution of a contract, Contractor will begin work with IPUD staff and the Board Committee to outline and document the hazard mitigation planning process plan including public workshops and/or community outreach.

As part of the public involvement process, IPUD Board will appoint a Local Planning Team (LPT) to work with the contractor. Members could include representatives of the community, including residents, IPUD staff, community leaders, and business owners.

The Contractor will facilitate the LPT to:

- Hold public meetings, and/or workshops during the plan development period.
- Solicit input from citizens and professionals with knowledge of applicable hazards.
- Solicit input regarding the feasibility of potential mitigation measures for each hazard and the prioritization of mitigation projects.
- Review the final draft of the plan and the plan's goals and proposed mitigation projects.

RISK ASSESSMENT (HAZARD IDENTIFICATION AND VULNERABILITY)

The purpose of this section is to provide a basis for hazard mitigation planning and will include:

HAZARD IDENTIFICATION: Consultant will develop a description and prioritization of the natural hazards that have occurred in the community. For this plan, the risk assessment section will assess each risk in the community. The natural hazards categories, consistent with the State and County Hazard Mitigation Plan include, but are not limited to:

- Fire-Related Hazards (drought, wildfires) based on local historical data, the National Weather Service, and/or other applicable plans/sources.
- Drought-Related Hazards (wildfires, ground water depletion) based on local historical data, the National Oceanic and Atmospheric Administration and/or other applicable plans/sources.
- Geologic Hazards (earthquakes, landslides) based on local historical information, and/or other applicable plans/sources.
- Flood-Related Hazards (coastal flooding, sea-level rise, erosion, winter storms) that include, at a minimum, flood hazard areas as defined by FEMA for the jurisdiction as well as local historical data.
- Wind-Related Hazards (wildfires, coastal storms, winter storms) based on information provided by the National Weather Service and/or other applicable plans/sources.
- Other Hazards not listed above as determined by local history and experience.



IPUD Proposed Plan for Scope of Work of Local Hazard Mitigation

HAZARD MAPPING: Using the best available, existing data, Contractor will develop a base map of areas affected by multiple natural hazards. In conjunction with mapping, Contractor will develop a comprehensive inventory (database) for use in developing map data layers, of the following items relative to the multiple hazard area:

- 1) Critical facilities, including, but not limited to the following:
 - emergency operations center, fire stations
 - emergency shelters
 - water treatment plants and associated pumping stations
 - power generation, transmission, and delivery facilities.
 - evacuation routes
- 2) Maps that depict the location of structures, land use, and population.
- 3) Structures will be delineated by use (e.g. residential, commercial, other)

VULNERABILITY ASSESSMENT: Based on the previous information, Contractor will develop an overview of each vulnerability to specific hazards. This vulnerability assessment, if possible, will include:

- 1) Types and numbers of buildings, infrastructure, and critical facilities located in the identified hazard areas.
- 2) All existing multiple hazard protection measures within the jurisdiction.
- 3) A description of each measure and the method of enforcement and/or the point of contact responsible for implementation of each measure.
- 4) Historical performance of each measure and a description of improvements or changes needed.

MULTIPLE HAZARD MITIGATION STRATEGY

IPUD will develop a local mitigation strategy specific to the community's exposure and impacts by identified natural hazards. The strategy will include a list of mitigation goal statements that focus on reducing the risks from the identified natural hazards. The goal development and project prioritization will be conducted by the LPT in coordination with representatives from each of the communities. An example of a goal statement and an objective would be:

GOAL: Increase coordination between state, county and local and private resources in pre-disaster planning, post-disaster recovery and continuous hazard mitigation implementation.

OBJECTIVE: Identify the availability of additional private and public sector financial incentives for homeowners and businesses that will allow the development and implementation of cost-effective hazard mitigation measures in high-risk areas.

A section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure. This section will include a list of prioritized hazard mitigation projects that best meet the communities' needs for multiple hazard damage reduction.

These projects may be non-structural (e.g.: planning, regulatory measures, property acquisition, retrofitting, elevation) or structural (e.g.: seawalls, dams, dikes) solutions.



IPUD Proposed Plan for Scope of Work of Local Hazard Mitigation

At a minimum, this list of prioritized projects will be based on a process that results in identification of cost-effective hazard mitigation projects with public input, including:

An analysis of proposed mitigation projects focused on several key areas, including but not limited to:

- economic (including benefits and cost)
- engineering
- technical
- legal
- environmental
- social
- political feasibility.

Selected options will best fit the community's needs and meet most or all aspects of the feasibility analysis and there will be coordination with relevant Federal and State and County agencies for input and technical assistance.

HAZARD MITIGATION PLAN MAINTENANCE PROCESS

MONITORING, EVALUATING, AND UPDATING: Inverness Public Utility District (IPUD) will work with the LPTs, for the monitoring, evaluating, and updating the plan.

IMPLEMENTATION SCHEDULE: The completed plan will include an implementation schedule with procedures for ensuring the plans' implementation, updating and revision every 5 years.

CONTINUED PUBLIC INVOLVEMENT: Inverness Public Utility District (IPUD) will work with the communities for continued public involvement.

ADDITIONAL STATE REQUIREMENTS

Inverness Public Utility District (IPUD) will work with the communities to identify and include additional requirements set by the State Emergency Management Agency.

PLAN HAZARD MITIGATION PLAN ADOPTION AND APPROVAL

LOCAL ADOPTION: Inverness Public Utility District (IPUD) will work with the community for the adoption of the plan by the District governing body.



Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

Press Release

FOR IMMEDIATE RELEASE
January 18, 2023

CONTACT: JASON FRIED
415-448-5877 | staff@marinlafco.org

Applications now being accepted for both LAFCo Public Member Seats

San Rafael, CA: On May 1, 2023, Marin Local Agency Formation Commission (Commission) Public Member's term is set to expire. The Commission will be selecting appointments for new four-year terms for both the Regular Public Member Seat and Alternate Public Member Seat.

Applications are now being accepted for the appointment for both the Regular Public Member Seat and Alternate Public Member to the Commission. Any person wishing to apply for these positions may get an application by going to www.marinlafco.org, calling 415.448.5877, or sending an email to staff@marinlafco.org.

The Commission, which is established by State law, has regulatory power over the formation and boundary changes of cities and special districts (e.g., annexations.) In addition, the Commission is responsible for determining sphere of influence (ultimate service areas) for all cities and special districts within the County of Marin. The composition of the Commission includes two members of the Board of Supervisors, two city council members, two special district members, and a representative of the general public. Each category has one alternate member seated at the board meetings in the absence of the regular member. The Commission normally meets at 7:00 PM on the second Thursday of even number months. Currently, the Commission meets by Zoom, and at its February meeting will be having a discussion about returning to in-person meetings and the location of those meetings.

Appointment Process and Important Deadlines

The Commission will accept applications for service as the Public Member through March 10, 2023. Interviews of the applicants will be conducted at the Regular Commission meeting on April 6, 2023. If the Commission decides to appoint then the people selected will be sworn in and able to serve when the term starts on May 1, 2023.

Qualifications

Candidates must reside in Marin County. The candidate also cannot be an officer or employee of Marin County, or of any city or special district within the County of Marin. During the selection process, the Commission shall consider the applicant's qualifications and why the applicant wants to serve on the commission.

Administrative Office

Jason Fried, Interim Executive Officer
1401 Los Gatos Drive, Suite 220
San Rafael, California 94903
T: 415-448-5877 E: staff@marinlafco.org
www.marinlafco.org

Dennis J. Rodoni, Regular
County of Marin

Eric Lucan, Regular
County of Marin

Stephanie Moulton-Peters, Alternate
County of Marin

Barbara Coler, Vice Chair
Town of Fairfax

Steve Burdo, Regular
Town of San Anselmo

Stephen Burke, Alternate
City of Mill Valley

Lew Kious, Chair
Almonte Sanitary District

Craig Murray, Regular
Las Gallinas Valley Sanitary

Tod Moody, Alternate
Sanitary District #5

Larry Loder, Public
Public Member

Richard Savel, Alternate
Public Member



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 6

Water System Report

- December 2022 & January 2023
- Water Shortage Emergency Update



INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT • WATER SYSTEM

POST OFFICE BOX 469

INVERNESS, CA 94937

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

DECEMBER 2022 - WATER SYSTEM REPORT

End of December Stream-Flows

End of DECEMBER Statistics	Dec. 2022	Dec. 2021	DIVERSION	2022 GPM	2022 GPD	Dec 2021 GPM
RAINFALL @ F1	Recorded at F1	(@ F1)	D1	55	5,760	90
Monthly total (in inches) ¹	11.23"	9.57"	D2	60	20,160	150
For Year 7/01 -> to date (Jan 01)	15.62"	24.50"	D3	80	14,400	105
Avg. yearly since 1925 (inches)	37.26"	37.32"	D4	60	10,080	130
*Compare End Mo Streamflow	Oct 2022	Nov 2022	D5	125	15,840	150
*upper diversions total gpd ->	83,520	102,240	D6	120	14,400	150
Jul21-Sept 22: 40;43; 251;165; 975; 455; 255; 224;218;127;92;82;55;60	58 gpm	71 gpm	D7	120	17,280	160
PRIOR 3-MONTH PRODUCTION Trend	Oct 2022	Sept 2022	D8	40	4,320	Est. 40
November 2022: 1,383,800 gal	1,545,600 gal	1,661,000	TOTALS--	660	950,400	975
46,127 Avg. gallons per day 32.0 Average gpm	49,858 gal 34.6 gpm	53,367 gal 38.4 gpm	D E C E M B E R			
SOURCES USED	(Dec 2022)	(Dec 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 3,2,1)	54 %	70 %	USE BY	ZONE	2022	2021
2 nd Valley High Intakes (D 6,5)	23 %	13 %	Colby -	554,000 ++	41%	40.4%
3 rd Valley Intakes (D 7)	19 %	17 %	Tenney -	531,200 ++	39 %	40.5%
1st Valley lower intake (L1)	4 %	0 %	Conner	12,000 --	1 %	1.5%
2 nd Valley lower (L2)	0 %	0 %	Stockstill -	143,400 --	10 %	9.2%
Wells (W1 & W3 tests)	< 0.01 %	nil %	Sea Haven	124,200 --	9 %	8.4 %
TOTAL	100 %	100.0 %	TOTAL PROD	1,364,800-	100 %	100 %

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

DECEMBER Production: 44,026 gal/day = 30.6 avg gpm

Trending Note: daily usage has decreased every month since August

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→ 0.68 parts per million (ppm); average CL₂ at F3→ >@0.75 ppm

Major Activities

- Monthly reports sent to CA RWQCB B (UF A scheduled for early December)
- F1: UF A cleaned (CIP) replaced leaking fittings on CEB pumps/ clean & disinfect break tank/ recalibrated turbidimeter
- F3: F3 to Sea Haven pump failed, replaced faulty pump (installed 2013) with new pump
- All customer meters read
- Continue clearing and chipping brush & trees on watershed roads and trails
- Continue re-establishing water-bars after machine clearing, clearing multiple downed trees by storms
- Regular flushing of 4" iron line on Via de la Vista & Escondido 2" PVC lines
- Continued Gopher-proofing meter boxes and replacing old or problematic meters. All customer meters read
- All but one yearly DCV backflow prevention devices tested, 1 new check valve installation
- L1, D1,D4, D5, & D8 "put to bed" (stream flows up so not needed for rest of season)

Kenneth J Fox



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

JANUARY 2023 - WATER SYSTEM REPORT

End of January Stream-Flows

End of JANUARY Statistics	Jan. 2023	Jan. 2022	DIVERSION	2023 GPM	2022 GPD	Jan 2022 GPM
RAINFALL @ F1	Recorded at F1	(@ F1)	D1	60	86,400	40
Monthly total (in inches) ¹	13.76"	0.87"	D2	70	100,800	38
For Year 7/01 -> to date (Feb 01)	29.38"	23.96"	D3	96	138,240	43
Avg. yearly since 1925 (inches)	37.26"	37.32"	D4	65	93,600	70
*Compare End Mo Streamflow	Nov 2022	Dec 2022	D5	95	136,800	91
*upper diversions total gpd ->	102,240	950,400	D6	64	92,160	100
Jul21-Oct22:40;43; 251;165;975;455; 255;224;218;127;92;82;55;60;58	71 gpm	660 gpm	D7	120	172,800	48
PRIOR 3-MONTH PRODUCTION Trend	Nov 2022	Oct 2022	D8	25	36,000	Est. 25
December 2022: 1,364,800 gal	1,383,800 gal	1,661,000	TOTALS--	595	856,800	455
44,026 Avg. gallons per day 30.6 Average gpm	46,127 gal 32.0 gpm	49,858 gal 34.6 gpm	JANUARY SYSTEM USAGE PATTERNS			
SOURCES USED	(Jan 2023)	(Jan 2022)	USE BY	ZONE	2023	2022
1 st Valley High Intakes (D 3,2,1)	83 %	80 %	Colby -	524,500 --	37%	43%
2 nd Valley High Intakes (D 6,5)	0.0 % -	0 %	Tenney	557,900 ++	40 %	30%
3 rd Valley Intakes (D 7)	17 % -	20 %	Conner	27,500 +	2 %	4%
1st Valley lower intake (L1)	0 %	0 %	Stockstill	150,100 +	11 %	9%
2 nd Valley lower (L2)	0 %	0 %	Sea Haven	136,700+	10 %	14 %
Wells (W1 & W3 tests)	< 0.01 %	0 %	TOTAL PROD	1,396,700+	100 %	100 %
TOTAL	100 %	100.0 %				

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

JANUARY Production: 45,055 gal/day = 31.3 avg gpm

Trending Note: daily usage has *increased* slightly from last month, but is still lower than 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→ 0.65 parts per million (ppm); average CL₂ at F3→ >@0.7 ppm

Major Activities

- Monthly reports sent to CA RWQCB B (UF A scheduled for early December)
 - Regular flushing of 4" iron line on Via de la Vista & Escondido 2" PVC lines, weather & power failures permitting
 - F1: UF A cleaned (CIP) replaced leaking fittings on CEB pumps/ clean & disinfect break tank/ recalibrated turbidimeters
 - Main Filter Plant front entry-door replaced
 - Note: D3 and D7 producing all water to filter plants this month, all other diversions off-line
 - SCADA: transducer at Tenney Tank failed, causing tank to over-flow...Replaced transducer
Cover glass on new panel at Conner tank found shattered
- Brush & tree clearing of roads, & watershed roads and trails: Third valley road especially badly rutted
- Multiple trees and extended power outages from storms; chainsaws heavily used
 - Continue re-establishing water-bars after machine masticator debris and heavy rainfall events
 - Continued Gopher-proofing meter boxes and replacing old or problematic meters. All customer meters read
 - All but one yearly DCV backflow prevention devices tested, 1 new check valve installation
 - L1, D1,D4, D5, & D8 "put to bed" (stream flows up so not needed for rest of season)



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 7

Fire Department Report

- December 2022 & January 2023
- Marin Wildfire Prevention Update (MWPA)
 - Local Projects Update
 - CORE Projects Update
- Marin Emergency Radio Authority Update

FIRE DEPARTMENT REPORT

December 2022

INCIDENTS:

<i>#</i>	<i>Date</i>	
#22-140	12-2	Vehicle accident @ Pierce Point Road and SFD. Minor injury.
#22-141	12-3	Vehicle accident @ 165 Limantour Rd. Non-injury.
#22-142	12-9	EMS @ 165 Hwy 1 in Point Reyes Station. Inverness for LZ. Cancelled.
#22-143	12-9	Vehicle accident and vehicle fire @ 23865 SFD. Non-injury.
#22-144	12-10	EMS @ Hawthornden Way. Code 2 transport.
#22-145	12-10	Tree down @ Sir Francis Drake Blvd and Vision.
#22-146	12-10	Vehicle accident @ 9500 Shoreline Hwy. Non-injury.
#22-147	12-11	Vehicle accident @ 9500 Shoreline Hwy. Non-injury.
#22-148	12-12	Public service @ 105 Via de la Vista for an AirBNB lockout. Guests let in.
#22-149	12-13	EMS @ Cardiac arrest and 1055. Inverness cancelled due to simultaneous call.
#22-150	12-13	EMS @ Cottages at Point Reyes Seashore. Cold exposure. Transport to shelter.
#22-151	12-17	EMS @ 12794 SFD. No-merit.
#22-152	12-27	EMS @ Via de la Vista for a fall. No transport.
#22-153	12-29	Vehicle accident @ 23865 SFD. Code 2 transport.
#22-154	12-30	EMS @ Bishop Pine Preserve. No-merit.
#22-155	12-31	Tree down @ Sir Francis Drake Blvd and Inverness Way.
#22-156	12-31	EMS @ Via de la Vista for a fall. No transport.

TRAININGS:

December 10: Chainsaw use and safety.

December 27: Cancelled for holidays.

ACTIVITIES AND MAINTENANCE:

1. Revise fire department pre-plans.
2. Exercise, inspect and repair equipment.

PERSONNEL:

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

Jim Fox, Chief

FIRE DEPARTMENT REPORT

January 2023

INCIDENTS:

<i>#</i>	<i>Date</i>	
#23-001	1-4	Wires down @ SFD and Vision Rd. <i>Attendance:</i> Cassidy Russell, David Briggs, Dennis Holton, Greg Eastman, Jacob Leyva, Jim Fox, Ken Fox, Liam Riley, Tim Olson.
#23-002	1-4	Tree down @ Ottingers Hill <i>Attendance:</i> Cassidy Russell, Dennis Holton, Jacob Leyva, Jeff McBeth, Ken Fox, Tom Fox
#23-003	1-4	Wires down @ 33 Madrone Ave. <i>Attendance:</i> Jim Fox
#23-004	1-4	Wires down @ Bruce St. <i>Attendance:</i> Ken Fox, Tom Fox
#23-005	1-4	Tree into wires @ 545 Vision Rd. <i>Attendance:</i> Cassidy Russell, David Briggs, Dennis Holton
#23-006	1-4	Wires down @ 12703 SFD. <i>Attendance:</i> Greg Eastman, Jacob Leyva, Jeff McBeth, Jim Fox, Ken Fox, Tom Fox
#23-007	1-4	Wires down @ 1 Forres Way. <i>Attendance:</i> Cassidy Russell, David Briggs, Jacob Leyva, Jim Fox, Ken Fox
#23-008	1-4	Wires down @ 12699 SFD <i>Attendance:</i> Jim Fox
#23-009	1-4	Tree down @ 14100 SFD. <i>Attendance:</i> Dennis Holton, Ken Fox
#23-010	1-4	Wires down @ 110 Via de la Vista. <i>Attendance:</i> Jeff McBeth, Jim Fox, Ken Fox
#23-011	1-4	EMS @ 60 Escondido Way. <i>Attendance:</i> David Briggs, Jacob Leyva, Jim Fox.
#23-012	1-4	Tree down @ Camino del Mar and SFD. <i>Attendance:</i> David Briggs, Jacob Leyva
#23-013	1-5	Tree down @ SFD and Vision Rd. <i>Attendance:</i> Jim Fox
#23-014	1-5	Tree down @ SFD and Vision Rd. <i>Attendance:</i> David Briggs, Jim Fox
#23-015	1-5	CO Alarm @ 13 Rannoch Way. False alarm. <i>Attendance:</i> David Briggs, Jim Fox.
#23-016	1-6	Welfare check @ Via de la Vista. <i>Attendance:</i> Cassidy Russell, David Briggs, Jim Fox, Ken Fox.
#23-017	1-7	Wires down @ Inverness Way and Laurel Way. <i>Attendance:</i> Brian Cassel, David Briggs, Jim Fox, Ken Fox, Tom Fox.
#23-018	1-9	Wires down @ Balboa and SFD. Inverness cancelled. <i>Attendance:</i> None
#23-019	1-9	Tree down @ 12784 SFD. <i>Attendance:</i> David Briggs, Jim Fox
#23-020	1-9	Smoke alarm @ 350 Via de la Vista. False alarm. <i>Attendance:</i> Burton Eubank, David Briggs, Jim Fox
#23-021	1-12	EMS @ Aberdeen Way. <i>Attendance:</i> Burton Eubank, David Briggs, Ken Fox
#23-022	1-13	Wires down @ SFD and Vision Rd.

#23-023 1-13 *Attendance:* David Briggs, Dennis Holton, Tom Fox
Tree down @ SFD and Pierce Point.
Attendance: David Briggs, Dennis Holton, Tom Fox

#23-024 1-14 **Tree down @ 6 Cameron St.**
Attendance: David Briggs, Dennis Holton, Jeff McBeth, Jim Fox

#23-025 1-20 **EMS @ 10 Via de la Vista.**
Attendance: David Briggs, Greg Eastman, Jim Fox, Tim Olson, Tom Fox.

#23-026 1-21 **Possible structure fire @ 17400 SFD. False alarm.**
Attendance: Brian Cassel, Cassidy Russell, David Briggs, Greg Eastman, Jay Borodic, Jim Fox, Ken Fox, Nikki Spencer, Tim Olson, Tom Fox

TRAININGS:

January 31: Rope rescue, knots, stokes rigging.

Attendance: Greg Eastman, Jim Fox, David Briggs, Cassidy Russell, Andrew Bock, Ken Fox, Tom Fox, Dennis Holton.

ACTIVITIES AND MAINTENANCE:

1. Revise fire department pre-plans.
2. Organize rope rescue gear and other compartments on squad.
3. Reorganize squad 5-minute bag.

PERSONNEL:

Mike Meszaros, 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, David Thompson, Jack von Thaer, Andrew Bock

Jim Fox, Chief

David Briggs, Fire Services Officer



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 8

Review and Approve Expenditures

- December 2022 & January 2023 Expenditures
- December 2022 & January 2023 Credit Card Charges

INVERNESS PUBLIC UTILITY DISTRICT

Check Register for Bank of America

For the Accounting Period: 12/22

Claim Checks

Period	Check #	Type	Vendor	Vendor Name	Date Issued	Claim #	Claim Amount
12/22	-99802	E	262	QUILL CORPORATION	12/19/22	CL 358	152.74
12/22	-99801	E	262	QUILL CORPORATION	12/19/22	CL 359	32.36
12/22	-99791	E	256	PG&E	12/26/22	CL 395	240.14
12/22	-99787	E	17	AT&T - Electronic	01/01/23	CL 400	69.55
12/22	-99781	E	306	U.S. BANK CORPORATE PAYMENT SYSTEMS	01/08/23	CL 409	195.83
12/22	-99780	E	306	U.S. BANK CORPORATE PAYMENT SYSTEMS	01/08/23	CL 410	805.62
12/22	-99779	E	75	COUNTY OF MARIN	01/08/23	CL 351	1,033.50
12/22	-99778	E	75	COUNTY OF MARIN	01/08/23	CL 352	3,319.76
12/22	-99775	E	256	PG&E	01/02/23	CL 431	1,942.77
12/22	55198	S	351	AED SUPERSTORE	12/19/22	CL 363	2,999.61
12/22	55199	S	18	AT&T	12/19/22	CL 369	487.40
12/22	55200	S	36	BRELJE AND RACE LABORATORIES, INC.	12/19/22	CL 361	412.00
12/22	55201	S	60	CASCADE FIRE EQUIPMENT	12/19/22	CL 362	89.79
12/22	55202	S	117	FREY'S AUTOMOTIVE, INC.	12/19/22	CL 346	66.75
12/22	55203	S	132	HACH COMPANY	12/19/22	CL 364	830.53
12/22	55204	S	198	MARIN COUNTY DEPARTMENT OF PUBLIC WORKS	12/19/22	CL 365	490.00
12/22	55205	S	308	U. S. POSTMASTER	12/19/22	CL 357	224.00
12/22	55206	S	215	MCPHAIL FUEL CO.	12/19/22	CL 360	899.05
12/22	55211	S	250	PALACE MARKET	12/20/22	CL 371	1,700.00
12/22	55212	S	352	THOMAS EMS	12/20/22	CL 372	318.55
12/22	55213	S	8	ALPHA ANALYTICAL LABORATORIES, INC.	12/20/22	CL 373	2,490.00
12/22	55214	S	163	JEFF MCBETH	12/20/22	CL 370	88.01
12/22	55215	S	349	Jacob Leyva	12/20/22	CL 342	197.88
12/22	55221	S	146	HORIZON CABLE TV INC.	12/29/22	CL 394	90.04
12/22	55222	S	196	MARIN COUNTY FINANCE DEPARTMENT	12/29/22	CL 380	1,230.91
12/22	55223	S	354	Northcal Restoration & Construction Inc.	12/29/22	CL 377	2,500.00
12/22	55223	S	354	Northcal Restoration & Construction Inc.	12/29/22	CL 378	1,500.00
12/22	55224	S	293	SWRCB ACCOUNTING OFFICE	12/29/22	CL 393	4,921.84
12/22	55225	S	142	WADE HOLLAND	12/29/22	CL 391	16.47
12/22	55229	S	128	GOOD & CLEAN, INC.	01/08/23	CL 399	340.50
12/22	55240	S	41	BUILDING SUPPLY CENTER	01/12/23	CL 405	589.43
12/22	55241	S	130	GRAINGER	01/12/23	CL 406	586.11
12/22	55241	S	130	GRAINGER	01/12/23	CL 407	15.65
12/22	55242	S	132	HACH COMPANY	01/12/23	CL 404	294.68
12/22	55243	S	169	JOHN'S DAIRY EQUIPMENT & SUPPLY, INC.	01/12/23	CL 408	247.00
12/22	55244	S	289	STREAMLINE	01/12/23	CL 332	260.00
							31,678.47

Total for Payroll Checks

	Employee	Employer	Amount
HOL HOURS (Holiday Pay)	48.00		2,126.69
J001 HOURS (INS IN LIEU)	0.00		988.00
OVER HOURS (Overtime)	11.50		571.84
REG HOURS (Regular Time)	1,001.25		44,026.11
SICK HOURS (Sick Time)	48.00		2,399.37
VACA HOURS (Vacation Time Used)	32.00		1,235.43
GROSS PAY	51,347.44	0.00	
NET PAY	37,452.91	0.00	
CHILD SUPPORT	804.00	0.00	
CLASSIC	0.00	1,960.88	
FIRE CLASSIC	0.00	1,038.20	
FIT	5,726.04	0.00	
HEALTH INS	935.00	6,916.11	
MEDICARE	744.55	744.55	
PEPRA	0.00	3,348.83	
PEPRA SAFETY	0.00	725.08	
SDI	564.83	0.00	
SIT	1,936.58	0.00	
SOCIAL SECURITY	3,183.53	3,183.53	
CHASE BANK	1,117.18	0.00	
EXCHANGE BANK	5,559.06	0.00	
REDWOOD CU	18,715.25	0.00	
UMB BANK	2,582.88	0.00	
UMPQUA BANK	1,291.44	0.00	
WELLS FARGO	8,187.10	0.00	
FIT/SIT BASE	51,347.44	0.00	
MEDICARE BASE	51,347.44	0.00	
SOC SEC BASE	51,347.44	0.00	
UN BASE	51,347.44	0.00	
WC BASE	51,156.83	0.00	

Total 17,917.18
Total Payroll Expense (Gross Pay + Employer Contributions): 69,264.62

Check Summary

Payroll Checks Prev. Out.	\$177,694.61
Payroll Checks Issued	\$0.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$177,694.61
Electronic Checks	\$69,264.62

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
Social Security	6367.06	6367.06		21103
Medicare	1489.10	1489.10		21102
Unempl. Insur.	0.00			21107

02/21/23
13:39:21

INVERNESS PUBLIC UTILITY DISTRICT
Payroll Summary For Payrolls from 12/01/22 to 12/31/22

Page: 2 of 2
Report ID: P130

Workers' Comp	0.00				21108
FIT	5726.04		5726.04		21101
SIT	1936.58		1936.58		21104
SDI	564.83		564.83		21105
HEALTH INS	7851.11		7851.11		21111
CHILD SUPPORT	804.00		804.00		21127
PEPRA	3348.83		3348.83		21123
CLASSIC	1960.88		1960.88		21121
FIRE CLASSIC	1038.20		1038.20		21122
PEPRA SAFETY	725.08		725.08		21125
Total Ded.	31811.71	0.00	31811.71	0.00	

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

02/21/23
13:27:29

INVERNESS PUBLIC UTILITY DISTRICT
Claim Details
For the Accounting Period: 12/22

Page: 1 of 1
Report ID: AP100

For doc #s from 409 to 410
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date	Vendor #/Name/Date/Description	Document \$/Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
409	-99781E 306	U.S. BANK CORPORATE PAYMENT	195.83					
		Shelley Redding card charges 12/22/22						
1	11-23 11/22/22	Costco refreshments	64.74*			10 52101	62212	10101
2	12-15 12/14/22	Rocky Mountain Printing envelo	97.96*			10 52101	62212	10101
3	12/14/22	Bovine Bakery edibles	25.01*			10 52101	62212	10101
4	12-16 12/15/22	Amazon gift cards	150.00*			21 53101	63812	10101
5	12-20 12/19/22	John Scheepers Flowers	-44.70*			10 52101	68112	10101
6	12/19/22	John Scheepers Flowers	-97.18*			10 52101	68112	10101
410	-99780E 306	U.S. BANK CORPORATE PAYMENT	805.62					
		Jim Fox charges 12-2022						
1	11-30 11/29/22	Inverness Store edibles	9.28*			10 52101	62212	10101
2	11/29/22	Inverness Store edibles	17.90*			10 52101	62212	10101
3	12-01 11/30/22	Amazon USB data cord	10.81*			10 52101	62212	10101
4	12-02 12/01/22	Amazon Micropellets	323.94			51 57101	62221	10101
5	12-12 12/09/22	Inverness Store edibles	57.74*			10 52101	62212	10101
6	12/10/22	Bovine Bakery edibles	30.94*			10 52101	62212	10101
7	12-14 12/13/22	Adobe ACRO Pro	29.99*			10 52101	62212	10101
8	12-22 12/21/22	Marin Lumber fiberglass	325.02			51 57101	62312	10101
		# of Claims	2	Total:				1,001.45
		Total Electronic Claims		1,001.45			Total Non-Electronic Claims	

INVERNESS PUBLIC UTILITY DISTRICT

Check Register

For the Accounting Period: 1/23

Claim Checks

Period	Check #	Type	Vendor	Vendor Name	Date Issue	Claim #	Claim Amount
1/23	-99777	E	29	TRUIST BANK	01/15/23	CL 403	3.25
1/23	-99776	E	130	GRAINGER	01/25/23	CL 392	14.03
1/23	-99774	E	256	PG&E	01/31/23	CL 432	2,156.91
1/23	-99773	E	306	U.S. BANK CORPORATE PAYMENT SYSTEMS	02/07/23	CL 446	163.13
1/23	-99772	E	306	U.S. BANK CORPORATE PAYMENT SYSTEMS	02/07/23	CL 447	532.71
1/23	-99770	E	262	QUILL CORPORATION	02/17/23	CL 448	34.63
1/23	-99769	E	262	QUILL CORPORATION	02/17/23	CL 449	59.08
1/23	-99768	E	262	QUILL CORPORATION	02/17/23	CL 450	191.56
1/23	-99767	E	262	QUILL CORPORATION	02/17/23	CL 451	90.37
1/23	55245	S	36	BRELJE AND RACE LABORATORIES, INC.	01/12/23	CL 401	320.00
1/23	55246	S	213	MCMASTER-CARR	01/12/23	CL 402	64.47
1/23	55256	S	358	AEGION	01/20/23	CL 420	680.00
1/23	55257	S	356	CASSIDY RUSSELL	01/20/23	CL 416	211.09
1/23	55258	S	71	CORE	01/20/23	CL 419	1,830.00
1/23	55259	S	82	DE CARLI'S PROPANE	01/20/23	CL 415	835.25
1/23	55260	S	359	ERIC JAYE	01/20/23	CL 421	75.00
1/23	55261	S	130	GRAINGER	01/20/23	CL 412	62.64
1/23	55261	S	130	GRAINGER	01/20/23	CL 413	57.68
1/23	55261	S	130	GRAINGER	01/20/23	CL 414	20.75
1/23	55262	S	349	Jacob Leyva	01/20/23	CL 417	399.98
1/23	55263	S	357	POWER DYNAMICS LLC	01/20/23	CL 418	572.50
1/23	55264	S	266	RECOLOGY SONOMA MARIN	01/20/23	CL 411	145.20
1/23	55265	S	18	AT&T	01/26/23	CL 368	516.23
1/23	55266	S	360	At&T Mobility	01/26/23	CL 422	1,020.00
1/23	55267	S	321	VERIZON WIRELESS	01/26/23	CL 423	156.26
1/23	55270	S	344	Bound Tree Medical, LLC	02/02/23	CL 427	127.59
1/23	55271	S	74	COTTAGE GARDENS	02/02/23	CL 433	405.00
1/23	55272	S	128	GOOD & CLEAN, INC.	02/02/23	CL 425	227.00
1/23	55273	S	132	HACH COMPANY	02/02/23	CL 435	562.85
1/23	55274	S	182	PAMELA KRONER	02/02/23	CL 434	17.00
1/23	55275	S	289	STREAMLINE	02/02/23	CL 428	260.00
1/23	55276	S	351	AED SUPERSTORE	02/06/23	CL 440	238.38
1/23	55277	S	11	AMAZON CAPITAL SERVICES	02/06/23	CL 438	468.75
1/23	55278	S	41	BUILDING SUPPLY CENTER	02/06/23	CL 436	108.44
1/23	55278	S	41	BUILDING SUPPLY CENTER	02/06/23	CL 437	531.15
1/23	55279	S	130	GRAINGER	02/06/23	CL 441	221.08
1/23	55280	S	146	HORIZON CABLE TV INC.	02/06/23	CL 442	90.04
1/23	55281	S	361	MUTUAL EMERGENCY SERVICES	02/06/23	CL 439	3,258.39
1/23	55290	S	18	AT&T	02/16/23	CL 457	348.20
1/23	55291	S	360	At&T Mobility	02/16/23	CL 453	157.61
1/23	55292	S	64	CHEDA'S GARAGE	02/16/23	CL 456	1,476.80
1/23	55293	S	130	GRAINGER	02/16/23	CL 452	59.54
1/23	55294	S	169	JOHN'S DAIRY EQUIPMENT & SUPPLY, INC.	02/16/23	CL 455	145.20
1/23	55295	S	215	MCPHAIL FUEL CO.	02/16/23	CL 454	1,384.37
							20,300.11

Total for Payroll Checks

	Employee	Employer	Amount
	-----	-----	-----
HOL HOURS (Holiday Pay)	93.00		4,107.88
OVER HOURS (Overtime)	13.00		646.43
REG HOURS (Regular Time)	1,080.25		46,444.14
SICK HOURS (Sick Time)	40.00		1,849.90
VACA HOURS (Vacation Time Used)	20.00		726.35
GROSS PAY	53,774.70	0.00	
NET PAY	39,368.75	0.00	
CHILD SUPPORT	804.00	0.00	
CLASSIC	0.00	1,960.88	
ETT	0.00	48.55	
FIRE CLASSIC	0.00	1,038.20	
FIT	5,592.52	0.00	
HEALTH INS HSA	1,539.70	8,624.26	
MEDICARE	757.42	757.42	
PEPRA	0.00	3,809.36	
PEPRA SAFETY	0.00	740.82	
SDI	483.99	0.00	
SIT	1,989.76	0.00	
SOCIAL SECURITY	3,238.56	3,238.56	
WORKERS' COMP	0.00	168.01	
CHASE BANK	1,385.70	0.00	
EXCHANGE BANK	4,970.32	0.00	
REDWOOD CU	20,532.57	0.00	
UMB BANK	2,677.58	0.00	
UMPQUA BANK	1,338.80	0.00	
WELLS FARGO	8,463.78	0.00	
FIT/SIT BASE	52,235.00	0.00	
MEDICARE BASE	52,235.00	0.00	
SOC SEC BASE	52,235.00	0.00	
UN BASE	53,774.70	0.00	
WC BASE	53,559.22	0.00	
Total		20,386.06	
Total Payroll Expense (Gross Pay + Employer Contributions):		74,160.76	

Check Summary

Payroll Checks Prev. Out.	\$177,694.61
Payroll Checks Issued	\$0.00
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$177,694.61
Electronic Checks	\$73,992.75

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
-----	-----	-----	-----	-----
Social Security	6477.12	6477.12		21103
Medicare	1514.84	1514.84		21102

02/21/23
13:40:07

INVERNESS PUBLIC UTILITY DISTRICT
Payroll Summary For Payrolls from 01/01/23 to 01/31/23

Page: 2 of 2
Report ID: P130

Unempl. Insur.	0.00				21107
Workers' Comp	168.01			168.01	21108
FIT	5592.52		5592.52		21101
SIT	1989.76		1989.76		21104
SDI	483.99		483.99		21105
ETT	48.55		48.55		21106
CHILD SUPPORT	804.00		804.00		21127
PEPRA	3809.36		3809.36		21123
CLASSIC	1960.88		1960.88		21121
FIRE CLASSIC	1038.20		1038.20		21122
PEPRA SAFETY	740.82		740.82		21125
HEALTH INS HSA	10163.96		10163.96		21111
Total Ded.	34792.01	0.00	34624.00	168.01	

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

02/21/23
13:29:16

INVERNESS PUBLIC UTILITY DISTRICT
Claim Details
For the Accounting Period: 1/23

Page: 1 of 2
Report ID: AP100

For doc #s from 446 to 447
* ... Over spent expenditure

Claim Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
446	-99773E	306 U.S. BANK CORPORATE PAYMENT	163.13					
		Shelley Redding credit card 01/23/23						
1	01/10/23	PDF subscription	119.00*			10 52101	63312	10101
2	01/12/23	Costco edibles	44.13*			21 53101	62211	10101
447	-99772E	306 U.S. BANK CORPORATE PAYMENT	532.71					
1	12/23/22	Inverness Store edibles	30.11*			21 53101	62211	10101
2	12/26/22	Replacement handle	18.77*			21 53101	62211	10101
3	12/27/22	Inverness Store edibles	6.28*			21 53101	62211	10101
4	12/29/22	Poop bags	35.98			51 57101	62211	10101
5	01/02/23	Battery pack	168.82			21 53101	63112	10101
6	01/03/23	Palace Market storm supplies	131.08*			21 53101	62211	10101
7	01/09/23	Batteries	24.35			21 53101	63112	10101
8	01/10/23	Replacement switch	21.88			51 57101	62211	10101
9	01/09/23	Rope pull cord - Craftsman	8.65*			21 53101	62211	10101
10	01/13/23	Adobe Acrobat Pro suscription	29.99*			10 52101	63312	10101
11	01/09/23	Rope pull cord - Husquevarna	8.43*			21 53101	62211	10101
12	01/19/23	Spray paint	48.37			51 57101	62211	10101
		# of Claims	2	Total:				695.84
		Total Electronic Claims	695.84	Total Non-Electronic Claims				

02/21/23
13:29:16

INVERNESS PUBLIC UTILITY DISTRICT
Fund Summary for Claims
For the Accounting Period: 1/23

Page: 2 of 2
Report ID: AP110

Fund/Account	Amount
10 District	
10101 Checking B of A	\$148.99
21 Fire	
10101 Checking B of A	\$440.62
51 Water	
10101 Checking B of A	\$106.23
Total:	\$695.84



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 9

Resolution 276-2023

Appointing David Briggs as Second Alternate for the
Marin Emergency Radio Authority (MERA) Board
of Directors



Inverness Public Utility District

Board Agenda Item Staff Report

Subject: Resolution 276-2023: Appointment of David Briggs as Second Alternate to the MERA Board of Directors

Meeting Date: February 22, 2023

Date Prepared: January 31, 2023

Prepared by: Shelley Redding, General Manager

Attachments: Draft of Resolution 276-2023

Recommended Action: Adopt Resolution 276-2023.

This resolution designates the IPUD's Fire Services Officer David Briggs as the IPUD's second alternate representative on the Board of Directors of the Marin Emergency Radio Authority. With this formal appointment, Mr. Briggs will be able to cast IPUD's vote on matters that come before the MERA Board at a MERA Board meeting that Jim Fox or Shelley Redding is unable to attend.

Inverness Public Utility District

RESOLUTION 276-2023

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE INVERNESS PUBLIC UTILITY DISTRICT
APPOINTING SECOND ALTERNATE TO THE
BOARD OF DIRECTORS OF THE
MARIN EMERGENCY RADIO AUTHORITY**

WHEREAS, the Inverness Public Utility District is a member of the Marin Emergency Radio Authority (MERA); and,

WHEREAS, Article 4.1 of the MERA Joint Powers Agreement states that “The Board shall be comprised of one representative from each Member. A Member may designate two alternative representatives to act for that Agency in the absence of the appointed representative”; and,

WHEREAS, on January 6, 2006, James K. Fox was appointed as the District’s representative on MERA’s Board of Directors, and on May 22, 2019, Shelley Redding was appointed as the District’s alternate representative on MERA’s Board of directors; and,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Inverness Public Utility District hereby appoints David Briggs as second alternate Agency representative to MERA’s Board of Directors to serve in Mr. Fox’s or Ms. Redding’s stead if the need arise.

ADOPTED at a regular meeting of the Board of Directors of the Inverness Public Utility District on the 22nd day of February 2023, 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 276-2023 on record in this office, and that subsequent to its adoption no provisions of Resolution 276-2023 has been amended, modified, or revoked by the governing body.

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

By _____ Date _____



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 10

**Approve Capital Project of Inverness
PUD Portion of Approved FEMA
Grant for SCBAs**



Board Agenda Item Staff Report

Subject: Capital Project for SCBA purchase with FEMA grant funding
Meeting Date: February 27, 2023
Date Prepared: February 23, 2023
Prepared by: Shelley Redding, General Manager
Attachments: Billing agreement request email from Stinson Beach Fire

Recommended Action: Review and Approve the Inverness PUD portion of the purchase of 10 SCBA kits.

BACKGROUND:

Stinson Beach Fire Department applied to FEMA in January 2022 to replace SCBA equipment on behalf of the West Marin Fire Agencies, Inverness, Nicasio, Bolinas, Stinson, and Muir Beach. The grant was awarded on September 9, 2022 for an amount of \$469,000.00 allowing each agency to replace old equipment with a minimal shared cost comparative to the out-of-pocket expense. Stinson Beach, as the lead agency on the grant, pursued price comparison quotes which were then presented to the agencies for decisions based on factors associated with each agency.

DISCUSSION:

After review of the quotes and discussion with participating agencies about the attributes of each type of SCBA, Inverness PUD opted to order the 30-minute pack, which is more appropriate for volunteer use.

FISCAL IMPACT:

The quotes were presented as informational to your board in December 2022 with an estimated District cost of \$10,000 for the Inverness PUD portion of the shared cost estimate. As presented on the attached memorandum email from Stinson Beach, The FEMA grant amount was \$469,000.00. The Inverness PUD portion of the grant amount was \$77,500.00. This amount includes the 5% portion that the awarded agencies would cover.

The MOU determined percentage for the grant for Inverness PUD is 16.65% of total FEMA provided funds of \$446,666.67 (the awarded amount) which equals \$3,718.50. Since the 30-minute units exceed the FEMA budget amount, the District will need to cover the difference of \$5,057.95. The total District portion for both the 5% agency portion (\$3,718.50) and the overage (\$5,057.95) is \$8,776.45.

RECOMMENDATION:

Staff recommends authorization and approval of the requested agreement to place the order and to pay the District portion of \$8,776.45 to Stinson Beach Fire Protection District who will act as the Grant representative, to submit the order to the vendor.

From: [Jim Fox](#)
To: [Shelley Redding](#); [David Briggs](#)
Subject: FW: 2021 AFG Grant for SCBA || Billing Agreement with IPUD
Date: Thursday, February 23, 2023 8:21:40 AM

From: Carey Crosby <ccrosby@stinsonbeachfire.org>
Sent: Wednesday, February 22, 2023 1:57 PM
To: Jim Fox <jim.fox@invernesspud.org>
Cc: Jesse Peri <jperi@stinsonbeachfire.org>
Subject: 2021 AFG Grant for SCBA || Billing Agreement with IPUD

Hi Chief Fox

Allstar has agreed to send along some masks for sizing, and as soon as we have gathered the requested sizes for all Districts, the order will be placed.

In the meantime, our bookkeeper has asked me to gather agreements from all the Districts that they will cover their shortfall plus the required 5%. For Inverness this portion is \$8,776.45. As soon as the final invoice has been received from Allstar, SBFPD will send along a bill for this amount to you.

Please respond to this email with your agreement.

Thank you!

Carey

Carey Crosby
 Administrative Specialist / Board Clerk
 Stinson Beach Fire Protection District
 415.868.0622

AGENCY	UNIT: SCBA, 2 Cyl, MASK	MASK	TOTAL BUDGETED (FEMA)	MOU determined percentages	5% match	FEMA FUNDS	Actual Cost	Shortfall from FEMA budget amount	Match plus shortfall
BFPD	15	5	\$115,000	24.39%	\$5,447.10		\$123,063	\$8,062.95	\$13,510.05
SBFPD	21	4	\$159,500	33.55%	\$7,492.83		\$163,716	\$4,216.01	\$11,708.84
MBVFP	8	4	\$62,000	13.41%	\$2,994.90		\$66,046	\$4,046.36	\$7,041.26
NVFD	7	5	\$55,000	12.00%	\$2,680.00		\$58,255	\$3,254.95	\$5,934.95
IPUD	10	5	\$77,500	16.65%	\$3,718.50		\$82,558	\$5,057.95	\$8,776.45
TOTALS	61	23	\$469,000	100%	\$22,333.33	\$446,666.67	\$493,638	\$24,638.22	\$46,971.55
Awarded Unit Cost	\$7,500.00	\$500.00	FEMA						

45 Minute Unit Cost	\$7,740.33	\$292.27	MES					
30 Minute Unit Cost	\$8,101.00	\$309.59	ALLSTAR					

Carey Crosby
 Administrative Specialist / Board Clerk
 Stinson Beach Fire Protection District
 415.868.0622



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 11

Committee Meetings/Reports



Inverness Public Utility District
Board Meeting February 27, 2023

Agenda Item No. 12

Announcements,

Next Meeting,

Adjournment