

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 (Rescheduled)

Wednesday, December 14, 2022

9:00 a.m.

Inverness Firehouse

1. **Call to Order; Attendance Report**
2. **Administration of Oath of Office:** Clerk of the Board will administer the oath of office to Directors Kenneth J. Emanuels and David Press (for 4-year terms).
3. **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.
4. **Approval of Minutes:** Regular meeting of October 26, 2022.

The State of the District

5. **Local Hazard Mitigation Plan:** Discussion
6. **Management Report:** Shelley Redding
 - FY 2022/2023 Quarterly financial reports
 - FY 2021/2022 Audit Update
 - Grant Funding Report
7. **Water System Reports:** October and November 2022, Senior Water Operator Ken Fox
 - State of the Water Shortage Emergency
8. **Fire Department Reports:** October and November 2022, Fire Chief Jim Fox
 - Marin Wildfire Prevention Authority (MWPA) update
 - Local Projects update*
 - CORE Projects update*
 - Marin Emergency Radio Authority (MERA) update
 - FEMA grant for SCBAs for West Marin fire departments

The Business of the District

9. **Approve Expenditures and Credit Card Charges:** October and November 2022
10. **Review and Approve IPUD Membership in the California Water/Wastewater Agency Response Network (CalWARN), per Senate Bill 552**
11. **Volunteer Appreciation:** Approve Volunteer Recognition in lieu of Annual Holiday Party
12. **Committee Meetings/Reports**
13. **Adjournment**

Posted: Dec. 9, 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 December 14, 2022

Agenda Item No. 1

Call to Order;
Attendance Report



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 2

**Administration of Oath of Office:
Directors Emanuels and Press**



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 3

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 December 14, 2022

Agenda Item No. 4

Approval of Meeting Minutes

- **Regular Meeting October 26, 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, October 26, 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.

2. Public Expression:

Woody Elliott expressed that tours of the water system would be beneficial for interested parties as part of the Local Hazard Mitigation Planning process. Bridger Mitchell supports Woody's suggestion and encourages participation by any residents of the District to have a chance to tour the system, not just water customers. General Manager Redding agreed and noted she will work with Superintendent Fox to set aside some dates and a process for signups to tour the water system.

3. Approval of Minutes: Regular Meeting of September 28, 2022

Director Donohue noted that since she was absent for the previous meeting, there are items in the minutes that reference some possible actions pertaining to the MWPA Board of Directors. She will pursue a further discussion with Mark Brown soon.

M/S Press/Johnson to approve the minutes of the Regular Meeting of September 28, 2022, as submitted. AYES 3, NOES 0, ABSTENTIONS 2 (Emanuels, Donohue)

4. Management Report

Financial Reports: General Manager Redding reported that financial reports were not available because of the ongoing training with the new accounting software. She hopes to have quarterly reports available by the next Board meeting.

Audit Update: General Manager Redding reported that the 2021/22 audit is on track, and that all items that need to be provided by the District have been submitted.

Capital Projects Accounting: General Manager Redding presented the updated Capital Projects Accounting report. The recently approved diesel generator is not on the report but its estimated cost is \$16,000.00. The Tenney Tank Project is awaiting the final reimbursement from the State; the total project cost of \$753,411 will be 12.9% below the budgeted amount of \$865,000. The loan amount will also be less than the projected \$800,000; President Emanuels pointed out that the annual repayment amount will be less than the expected \$33,000.

Grants Update: General Manager Redding noted that staff member Jenna Nicolas was researching and beginning the application process for a BRIC grant through the State that is funded by the Federal Infrastructure Act. She noted that the Colby Tank project would qualify for this funding. She also noted that Inverness has been designated as a "Community at Risk" by the State Board of Forestry, which qualifies the District for priority funding. This would enable MWPA to pursue grants for additional funding for work to be performed

BOARD OF DIRECTORS: **KENNETH J. EMANUELS**, PRESIDENT • **DAKOTA WHITNEY**, VICE PRESIDENT
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SHELLEY REDDING, GENERAL MANAGER • **JAMES K. FOX**, CHIEF OF OPERATIONS

in Inverness. Chief Fox noted that a FEMA application submitted by Stinson Beach Fire Department for required replacement of SCBA units for the Stinson Beach, Inverness, and Bolinas fire departments has been approved.

Local Hazard Mitigation Plan – RFP Draft: General Manager Redding presented the first draft of the RFP for the Board to review and provide feedback and suggestions for edits. She noted that Wade Holland had already provided some valuable feedback. General discussion followed among the Board and staff about the scope of the RFP, the expected cost, possible grants to pay for the study, and how the plan would be inclusive of already existing County plans that address such hazards as wildfire, flooding, and drought. Director Johnson suggested that the RFP be pared down in length and narrowed in scope. Director Press asked for a maximum timeline be identified, such as one year. Directors also asked that the public be involved in every aspect of the process. General Manager Redding noted the suggestions and affirmed that the main goal of this first draft was for feedback and fine tuning, and that she has outlined in the plan the importance of community involvement. A suggestion was made to contact Jordan Reeser at Marin County Fire to get contact information for consultants who have done projects of a similar nature and size. Director Whitney suggested a future agenda item to discuss wildfire risk specifically. It was also suggested that representatives from Marin County Fire be invited to speak to the Board about other projects, in addition to MWPA projects, that are being considered for mitigation activities.

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

5. Water System Report

Senior Water Operator Ken Fox presented the September 2022 Water Report (with a correction to the August 2022 report). He noted that while demand (production) has dropped significantly, the streamflows are also beginning to drop. President Emanuels asked about even enforcement for water users who are ignoring the restrictions on use of irrigation systems. Staff noted that enforcement is primarily a complaint-driven process, and staff follows up on all complaints that are received. Superintendent Fox reported on a regional meeting on the long-term weather outlook, which concluded that La Nina will continue with a possibility of more neutral conditions later in the winter. In the longer run, more extreme weather events with prolonged periods of drought are anticipated. General Manager Redding reported that the County Department of Public Works has initiated an RFP for the countywide drought assessment mandated by SB 552. The District anticipates being contacted for information. General Manager Redding also reported on Supervisor Rodoni's most recent quarterly meeting of the managers of the West Marin water agencies.

6. Fire Department Report

Chief Fox presented the September 2022 Fire Department Report. He noted the large number of EMS calls. He also commented on the MWPA Evacuation Route Clearing Project that will be starting soon and his role in coordinating the work on non-county-maintained roads and his communication with the property owners. The MWPA local project work will need to be assessed for environmental review in the future.

7. Approval of Expenditures and Credit Card Charges

M/S Whitney/Johnson to approve the September 2022 expenditures, as presented, and the September 2022 Cal Card statements for S. Redding and J. Fox, as presented. AYES 5, NOES 0

8. Resolution 266-2022: Opposing Initiative 21-0042A1 officially titled as "LIMITS ABILITY OF VOTERS AND STATE AND LOCAL GOVERNMENTS TO RAISE REVENUES FOR GOVERNMENT SERVICES. INITIATIVE CONSTITUTIONAL AMENDMENT"

M/S Emanuels/Whitney to adopt Resolution 266-2022 as presented, stating the Board's opposition to Initiative 21-0042A1. AYES 5, NOES 0

9. Resolution 275-2022: Changing the Employer Contribution for CalPERS Health Care Benefits

M/S Press/Donohue to adopt Resolution 275-2022 as presented, changing the employer contributions for CalPERS health care benefits. AYES 5, NOES 0

10. Ordinance 106-2022: Adoption of 2022 Fire Code

M/S Whitney/Johnson to adopt Ordinance 106-2022 as presented, adopting the 2022 Fire Code. AYES 5, NOES 0

11. Review and Approve CalWARN Membership

This item was removed from action and deferred to the next regular Board meeting.

12. 2023 Board Meeting Schedule:

M/S Whitney/Press to approve the 2023 Board Meeting Schedule as presented. AYES 5, NOES 0

13. Committee Meetings/Reports

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

14. Adjournment

President Emanuels adjourned the meeting at 11:00 a.m. The next regular meeting is scheduled for November 16, 2022.

Attest: /s/

Date: 12/14/2022

Shelley Redding, Clerk of the Board



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 5

Local Hazard Mitigation:

Discussion



Inverness Public Utility District

Fire Department ✧ Water System

50 Inverness Way No., P.O. Box 469, Inverness CA 94937 ✧ (415) 669-1414

Minutes, Community Round

Table Discussion

Monday, November 28, 2022, 1:00 p.m.

Inverness Firehouse

Background:

Ken Emanuels requested that a community meeting be arranged in the District offices to hear from members of the community on their ideas about District mitigation activities in the aftermath of the election defeat of Measure O. He requested that Staff attend the meeting to listen to the community.

Along with Ken Emanuels, staff in attendance were Shelley Redding, General Manager, Jim Fox, Chief of Operations and David Briggs, Fire Operations Assistant. Community Members present were Bridger Mitchell, Tom Gaman, Mike Durrie, Francine Allen, Tom Baty, Dan Morse, Felix Chamberlain, Jerry Meral.

Subject:

Ken Emanuels opened the meeting by acknowledging that while Measure O was not passed, the community still has concerns about hazards that could affect the community. The goal of the meeting was to listen to the community to understand what their concerns are with regards to potential risks and how the plan by the District to have a Local Hazard Mitigation Assessment (LHMA) done by a professional consultant could address those concerns. General Manager Shelley Redding provided context on the LHMA that is being planned and described the need for the District to begin the process with the intent to use the Assessment as a guide for both the District Board and Staff in planning for future mitigation activities relating to hazards that may affect the community. It was noted that community involvement was an important aspect of the assessment process. The staff also noted that they can only work within their current capacity and any additional project assessment and projects may require more staffing. The District is researching grant funding from the State to provide funds for the assessment, but the District may need to pay a portion of the assessment from reserve funds.

The primary areas of risk were identified as follows:

Drought: The current drought is forecast to continue into next year. While the community has been overwhelmingly responsive for the need to conserve water, the reality is that dryer conditions will continue. There were questions about how the District monitors usage. Staff explained that between the staff monitoring of the system using the SCADA network, reports of leaks from individuals, and regular meter readings provide the insight into usage patterns that allow for anomalies to be explored and identified. It was also noted that the customers that participate with the Flume devices have

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

become keenly aware of their household usage, and it has proven to be a valuable tool for them, and staff feels it has been a key factor in their conservation.

There is a desire to understand what the water system can do for drought resiliency beyond conservation measures. There was a discussion on adding more storage to the system and how it could benefit not only the household use on busy weekends but enable some vegetation watering for gardens and landscapes that help provide food and fire protection. Additionally, more storage tanks could add capacity for system reserves if the water is needed for firefighting. Staff did outline that the District has taken steps to mitigate water losses from leaking redwood tanks by replacing the Tenney Tanks. This has reduced the water loss issues the system had been experiencing and positioned the District for more effective resiliency. Prior to the replacement, the tanks levels prompted the implementation of the tank level notices. Since the replacement, the District has not needed to utilize the notices.

Staff has commenced with the next project for tank replacement by contacting an Engineering firm to discuss the three 10,000-gallon redwood tanks would qualify as a resiliency project for some grant funding by the Federal and State governments. It was noted that some homeowners have installed separate storage tanks to collect rainwater from roof runoff, or they fill the tanks with IPUD water at times of excessive streamflow, for vegetation watering use. A question was posed regarding the idea of adding storage capacity at individual homes that could possibly be connected to the system, but staff explained that any personal storage tanks connected to our water system would require extensive work and possibly additional filtration which can be cost prohibitive for the system. There are some properties that have cross-connections with our system, which requires annual inspections and additional maintenance. The potential for individual storage tanks being used as a firefighting resource would require the homeowner to have a pumping mechanism to pull the water from the tanks and a special hose connection, and it is not known that they would be utilized by fire agencies.

There was discussion about the Stage 2 drought restrictions currently in place and the next step of rationing. Staff briefly spoke about the questionnaire that was sent out to the households for the preparation of rationing and what would trigger the Board ordering the Stage 3 of the drought restrictions by mandating rationing. It was also noted that staff would need to read meters more frequently and work with customers to understand their usage restrictions.

Wildfire: The wildfire threat remains a central concern. There was a general discussion about the recent drafted report regarding the Tomales Bay State Park Forest Health Project and the activities described in the report. There were questions about how the District could potentially work in tandem with the State Parks to conduct wildfire mitigation activity. The question remains about when the State Parks will begin their work and if the District will have enough time to conduct an Assessment and obtain funding for this work. It was speculated that maybe work can be conducted within the CORE program of the Marin Wildfire Prevention Authority (MWPA) but that activity is determined by the MWPA West Marin Regional CORE committee and planning happens a year in advance.

There was also discussion about the defensible space inspections that seem to be embraced by some in the community. The issue of enforcement for violations of defensible space requirements was discussed and while it is a state law, there just isn't the resources to enforce violations. It was noted that some of the lots in Inverness are challenged to have an effective defensible space area because they are narrow. There is a need for increased education about the recommended activities as prescribed by the inspections conducted by Marin County Fire on behalf of IPUD. Some attendees suggested that a new ad-hoc group, like the Disaster Council, that can do some outreach activities to

help with education. There was additional discussion about the MWPA Fire Break activity in Ross Valley this summer and how comprehensive it was.

The secondary areas of risk were identified as follows:

Flood, Earthquake: General discussion about the impacts experienced during the flood of 1981 and the potential for the impacts to be experienced again if there was an extreme rain event such as experienced in 1981. While it would be possible, District staff does regularly watch for accumulation and regularly removes debris in the watershed. While the impact of a major flood event or an Earthquake could be catastrophic for the water system, District Staff has plans to join the CalWARN network that would be able to provide resource assistance for materials necessary to repair the system after a loss event and staff plans to commence discussions with West Marin regional water systems about cross training staff on water systems for mutual aid relationships during emergency needs.

Next Steps:

A suggestion was put forth by some of the participants of the meeting to have the District separate the LHMA activity into two stages. The first stage would be to conduct an assessment by incorporating any existing mitigation plans or reports drafted or commissioned by other agencies for activities that focus on drought and wildfire threats within and adjacent to the District boundaries. The second stage would focus on the other hazards that would be a potential threat to the District operations and the community. The intent with separating them into 2 parts is to try and expedite the activities for the stage 1 threats to align with other planned work already in progress by other entities.

Staff will need to take the time to assess the input from the meeting and provide a status report to the Board of Directors for their consideration of the concerns raised. The Board can then work with staff to determine the next steps towards a plan for feasibility of some of the desired mitigation activities raised during the meeting.



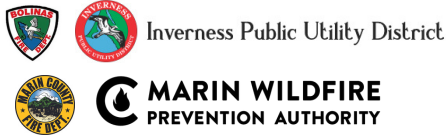
Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 6

Management Report

Clerk S. Redding

- FY2022-2023 Quarterly Financial Reports
- FY2021-2022 Audit Update
- Grant Funding Report



West Marin Evacuation Route Project

Frequently Asked Questions

Who is doing the work?

Marin Wildfire Prevention Authority (MWPA), Marin County Fire Department (MCFD), Inverness Public Utilities District (IPUD), Bolinas Fire Protection District (BFPD). Please note that PG&E is doing its own work in some of the same areas that is NOT affiliated with the West Marin Evacuation Route Project.

What activities are taking place?

The project includes thinning of ladder fuels and limbing up of trees within 10 feet of roads and up to 15 feet above roads. Mature trees would NOT be removed but some immature trees (below 8 inches dbh) and shrubs would be thinned and weeds and grasses would be trimmed. This and all MWPA-funded projects focus first on dead and down woody material and nonnative fire-hazardous vegetation ahead of treating native vegetation. MCFD is working to ensure all roads within their jurisdiction (private, public/non-county maintained roads, and public roads) comply with applicable fire code (Marin County Fire Code Title 16, Section 322.6.1) so that residents evacuate more safely during wildfire and allow emergency vehicles to enter neighborhoods. MCFD will comply with all requirements set forth in environmental compliance documents (including CEQA documents and Coastal Act permits).

Where is work happening now?

The first phase of work is taking place in November and December 2022 along Drakes View Drive and Douglas Drive in the Inverness area with a local contractor (Valley Tree Service). This work is taking place in close coordination with the neighborhood Firewise Committee. Other contractors working in the area (Wilhelm, for example) are conducting work that is NOT affiliated with this project.

Where will work happen next?

After work along Drakes View Drive and Douglas Drive is complete, portions of the following roadways may be treated. Sequencing and timing of activities will be determined by crew availability, local agency priorities, environmental considerations such as nesting bird season, outreach to residents, and other factors.

- Within the Inverness Ridge Association, portions of Sunnyside Drive, Behr Road, and/or Laurel Street may be treated in coordination with MCFD and local residents.
- Within the jurisdiction of IPUD, portions of Keith Way and Vision Road may be treated in coordination with IPUD, MCFD, local residents, and Marin County Public Works.
- In the Bolinas area, portions of Olema-Bolinas Road, Overlook Drive, Mesa Road, and Elm Road may be treated in coordination with BFPD, MCFD, local residents, and Marin County Public Works.

What are you doing to protect sensitive wildlife and plants?

Biologists have already mapped all sensitive habitats within the project area but are revisiting all sites and flagging resources to be avoided ahead of any work taking place in all locations. Environmental awareness training is required for any contractor working on the project to ensure all resources are protected. Compliance under the California Environmental Quality Act and the Coastal Act has been completed for this work.

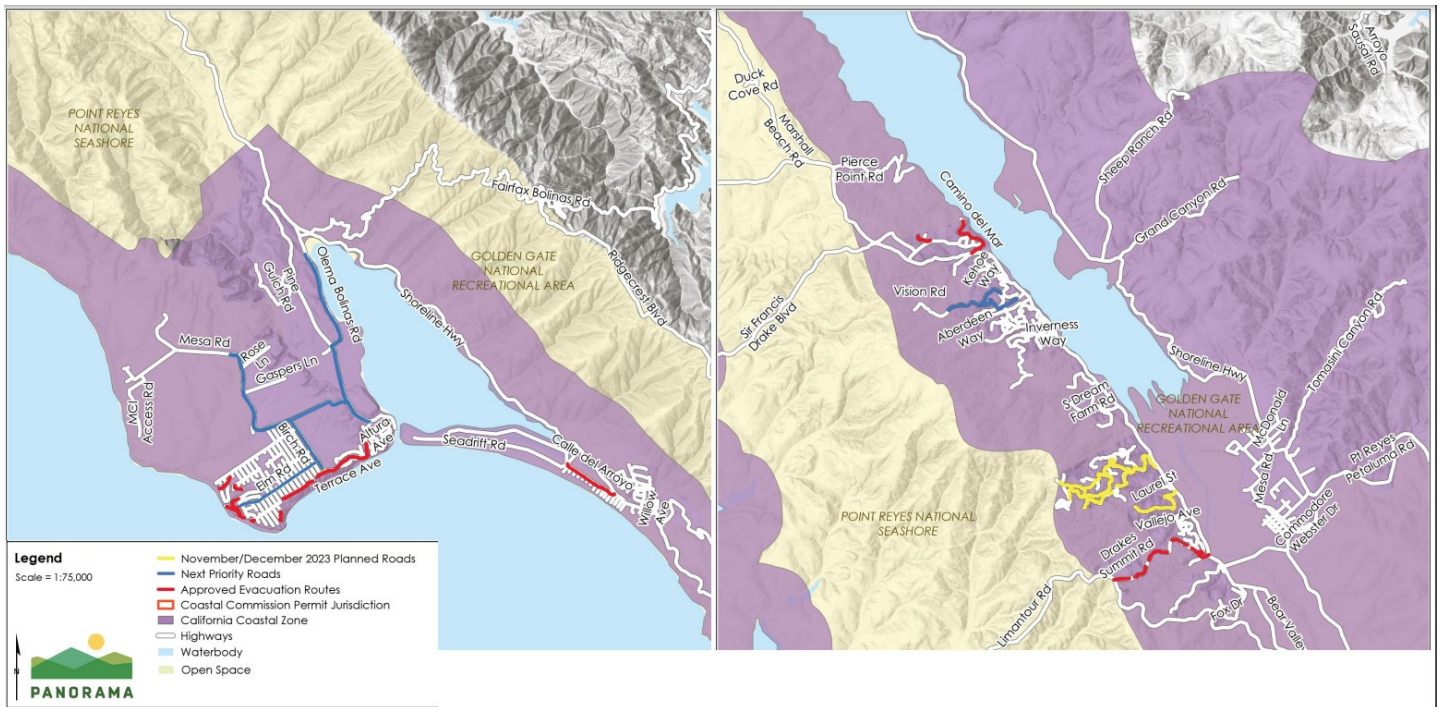
West Marin Evacuation Route Project

Frequently Asked Questions

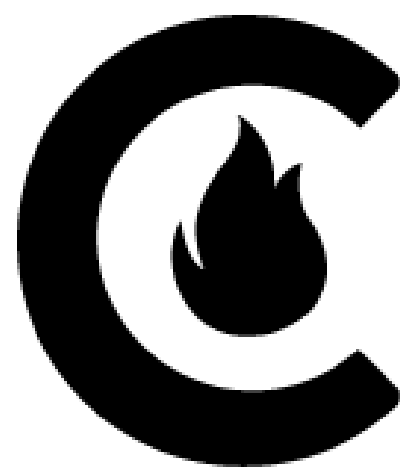
Marin County Code, Title 16, Fire:

Section 322.6.1 Clearance of brush or vegetative growth from street. The fire code official is authorized to require, within 10 feet on each side and 15 feet in height of fire apparatus roads and driveways, to be abated of flammable vegetation and other combustible growth.

Exception: Single specimens of trees, ornamental vegetative fuels or cultivated ground cover, such as green grass, ivy succulents or similar plants used a ground cover, provided that they do not form a means of readily transmitting fire and not lower than 15 feet vertical clearance in height from the roadway surface



The figure above shows roads included in the first phase of work in yellow, second phase in blue, and future phases in red.



EXECUTIVE OFFICER'S REPORT

DECEMBER 2022

WORK PLAN DEVELOPMENT

Yes, it feels like we just started implementing the 2022/2023 Work Plan, but (guess what?!), it is time to start the planning process for the 2023/2024 Work Plan. The Work Plan Portal is being fine-tuned and we are starting Advisory/Technical and Operations Committee meetings in early December.

MEMBER AGENCY UPDATES

Southern Zone/Muir Beach: Muir Beach Highway 1 Evacuation Corridor/Muir Beach Banducci Ranch

- Work began November 22, 2022
- First priority is within 100 feet of Hwy 1 in Muir Beach area/Banducci Ranch
- Area with history multiple ignitions (and vehicle crashes)
- Steep, overgrown, lots of invasive species
- Includes extensive coordination with NPS staff, Caltrans, etc.

RESIDENT GRANT PROGRAM

Since kicking off the 2022-2023 grant program in July, 767 grant applications from residents have been either initiated, submitted, or awarded. Over the fiscal year \$435,000 has been distributed to homeowners in Marin County for home hardening and defensible space work bringing us up to \$540K overall.

See Below: Safety briefing on Nov 22nd for the Muir Beach Banducci Ranch Project



HAPPY HOLIDAYS

As we approach the Holiday Season, the MWPA Staff wishes you all the very best and hope you all enter the New Year with hope and ambition. Please join us at our Open House following our December 15th Board of Directors Meeting.

Thank You,



Mark Brown
Executive Officer
Marin Wildfire Prevention Authority



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 7

Water System Report

- October & November 2022
- Water Shortage Emergency Update

Daily Precipitation Record

2022 - 2023

Inverness Public Utility District

Location: 275 Perth Way

Season: 7/1/2022 - 6/30/2023

Date	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
1	0.02	--	--	--	0.25	0.08						
2	--	--	--	--	--	0.06						
3	--	--	--	--	--	0.22						
4	0.01	--	--	--	0.20	0.07						
5	0.02	0.08	--	--	0.36	1.88						
6	--	--	--	--	0.25	0.02						
7	--	--	--	--	0.58							
8	--	--	--	--	0.25							
9	--	--	--	--	--							
10	--	--	--	--	--							
11	0.01	--	--	--	--							
12	0.01	--	--	0.01	0.03							
13	--	--	--	0.01	--							
14	--	--	--	--	--							
15	--	--	--	--	--							
16	--	--	--	--	--							
17	--	--	0.23	--	--							
18	--	--	0.51	--	--							
19	--	--	--	--	--							
20	--	--	--	--	--							
21	--	--	0.01	--	--							
22	--	--	--	0.01	--							
23	--	--	--	--	--							
24	--	--	--	--	--							
25	0.01	--	--	--	--							
26	0.01	--	--	--	--							
27	0.01	--	--	--	--							
28	0.02	--	--	--	--							
29	0.06	--	--	--	--							
30	0.01	--	--	--	1.62							
31	0.01	--		0.17								
Month	0.20	0.08	0.75	0.20	3.54	2.33	0.00	0.00	0.00	0.00	0.00	0.00
Year	0.20	0.28	1.03	1.23	4.77	7.10						

Historic average annual rainfall (Oct. 1925 - June 2022): **37.26 inches**

2022/23 is 93rd 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

FIRE DEPARTMENT • WATER SYSTEM

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INVERNESS, CA 94937

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OCTOBER 2022 - WATER SYSTEM REPORT

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

End of October Statistics	Oct. 2022	Oct. 2021	DIVERSION	2022 GPM	2022 GPD	Oct 2021 GPM
RAINFALL @ F1	Recorded at F1	(@ F1)	D1	2	2,880	21
Monthly total (in inches) ¹	.20"	11.40"	D2	11	15,840	23
For Year 7/01 -> to date (Oct 01)	1.03"	12.11"	D3	8½	12,240	23
Avg. yearly since 1925 (inches)	37.26"	37.32"	D4	6	8,640	46
*Compare E of M Streamflow	Aug 2022	Sept 2022	D5	10	14,400	45
*upper diversions total gpd ->	79,200	86,400	D6	9	12,960	46
Jun 21-July 22: 55;40;43; 251;165; 975;455; 255; 224;218;127;92;82	55 gpm	60 gpm	D7	10	14,400	32
PRIOR 3-MONTH PRODUCTION Trend	August 2022	July 2022	D8	1½	2,160	15
September 2022: 1,661,000 gal	1,849,000 gal	1,849,000	TOTALS--	58	83,520	251
55,367 Avg. gallons per day 38.4 Average gpm	63,268 gal 43.9 gpm	59,645 gal 41.4 gpm	OCTOBER SYSTEM USAGE PATTERNS			
SOURCES USED	(Oct 2022)	(Oct 2021)	USE BY	ZONE	2022	2021
1 st Valley High Intakes (D 3,2,1)	28 %	35 %	Colby -	614,300 --	39.7 %	52 %
2 nd Valley High Intakes (D 6,5,4)	31 % -	24 %	Tenney -	551,800 -	35.7 %	30%
3 rd Valley Intakes (D 7,8)	22 % +	10 %	Conner	41,900 -	2.7 %	2%
1st Valley lower intake	19 % -	11 %	Stockstill -	174,200 -	11.3 %	10 %
2 nd Valley lower (L2)	0 %	12 %	Sea Haven	163,400 -	10.6 %	6 %
Wells (W3, one day)	< 0.4 %	8 %	TOTAL Prod	1,545,600-	100.0 %	100 %
TOTAL	100 %	100.0 %				

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

OCTOBER Production 49,858 gal/day => 34.6 gpm

Note: as in Sept., daily usage has again decreased from previous months

Water Quality

All sources Ultra and Nano filtered; chlorine and turbidity correct continuously; no positive coliform bacteria samples from distribution sample grabs. Samples of distribution water tested twice monthly and influent raw water are being collected once a month for lab analysis of coliform content. Average CL₂ dose at F1→ 0.52 parts per million (ppm); average CL₂ at F3→ >@0.9 ppm

Major Activities

- Monthly reports sent to CA RWQCB
- F1: started CIP cleaning of Nano-A Unit. F3: yet to install water heater, UF flowmeter paddle-wheel stopped.
- SCADA system: ordered new charge controllers for Conner and Tenney Tanks sites.
- Continued brush & tree clearing of watershed roads and trails
- Regular flushing of 4" iron line on Via de la Vista & Escondido 2" PVC lines
- Continue to reduce stave & floor-board leaks at #4 Colby tank
- Cottages at Point Reyes Seashore (formerly Inverness Valley Inn) planning to install new septic mound.
May require re-routing IPUD transmission F3 to Sea Haven water line
- All customer meters read. Found one leak at a meter: replaced old (> 40 years *leather*) washer with rubber
- Gopher-proofing meter boxes and replacing old or problematic meters
- L1-W1 raw-water line to F1 broke due to tree root near F1 filter plant firing early morning hours Oct 15th:
(shut pumps, left L-1 off-line until we repaired following week)

Kenneth J. Fox

¹ [Precipitation detail: was 0.03" of fog during month and 0.17" rain on very last day for 0.20" total]



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

NOVEMBER 2022 - WATER SYSTEM REPORT

End of November Stream-Flows

End of NOVEMBER Statistics	Nov. 2022	Nov. 2021	DIVERSION	2022 GPM	2022 GPD	Nov 2021 GPM
RAINFALL @ F1	Recorded at F1	(@ F1)	D1	4	5,760	18
Monthly total (in inches) ¹	3.36"	2.82"	D2	14	20,160	17½
For Year 7/01 -> to date (Dec 01)	4.39"	14.93"	D3	10	14,400	17½
Avg. yearly since 1925 (inches)	37.26"	37.32"	D4	7	10,080	27
*Compare E of M Streamflow	Sept 2022	Oct 2022	D5	11	15,840	28
*upper diversions total gpd ->	86,400	83,520	D6	10	14,400	24
Jun 21-Aug 22: 55;40;43; 251;165; 975;455; 255; 224;218;127;92;82;55	60 gpm	58 gpm	D7	12	17,280	19
PRIOR 3-MONTH PRODUCTION Trend	Sept 2022	Aug 2022	D8	3	4,320	14
October 2022: 1,545,600 gal	1,661,000 gal	1,961,300	TOTALS--	71	102,240	165
49,858 Avg. gallons per day 34.6 Average gpm	55,367 gal 38.4 gpm	63,268 gal 43.9 gpm	N O V E M B E R			
SOURCES USED	(Oct 2022)	(Nov 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)	31 %	56 %	USE BY	ZONE	2022	2021
2 nd Valley High Intakes (D 6,5,4)	31 %	29 %	Colby -	545,800 --	39%	47%
3 rd Valley Intakes (D 7,8)	18 %	15 %	Tenney -	504,700 --	37 %	34%
1st Valley lower intake	21 %	0 %	Conner	32,100 -	2 %	3%
2 nd Valley lower (L2)	0 %	0 %	Stockstill -	162,300 -	12 %	9%
Wells (W1 & W3 tests)	< 0.01 %	nil %	Sea Haven	138,900 -	10 %	7 %
TOTAL	100 %	100.0 %	TOTAL PROD	1,383,800-	100 %	100 %

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

NOVEMBER Production 46,127 gal/day = 32.0 gpm

Trending Note: daily usage has again decreased from previous months 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→ 0.66 parts per million (ppm); average CL₂ at F3→ >@0.65 ppm

Major Activities

- Monthly reports sent to CA RWQCB
- F1: CIP cleaning of Nano-A Unit completed, CIP Nano B also as well as CIP Ultra B (UF A scheduled for early December)
- F3: UF flowmeter paddle-wheel working again. Completed CIP of both Ultra and Nano units
- SCADA system: Tenney tanks: new charge controllers and batteries installed, fixed faulty solar electrical connectors
Conner Tank: charge controller installed, waiting for plug adaptor for new (additional) solar panel.
- Brush & tree clearing of watershed roads and trails: Masticator machine cleared 1st valley road to Nature conservancy
- Hand work clearing brush from road and re-establishing water-bars after machine clearing
- Regular flushing of 4" iron line on Via de la Vista & Escondido 2" PVC lines
- Customer meter installed for the new house being constructed on lower Vision road.
- Continued Gopher-proofing meter boxes and replacing old or problematic meters
- Hand clearing duck-weed and other vegetations at F1 settling ponds)
- Commenced yearly DCV backflow prevention devices testing

Kenneth J. Fox

¹ [Precipitation detail: we had 1.74" during month and 1.62" of rain on very last day for 3.36" total]

Water Customer Accounts Receivable Totals, September/October 2022

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

Current balances (from bills sent out on August 26, 2022)	108,422.00	
Past-due balances (6.28%)	<u>7,268.76</u>	
Total Accounts Receivable balance on Sept. 1, 2022:		<u>115,690.76</u>
- During Sep/Oct, we received the following **payments** from our customers:

Electronic payments:	73,352.58	(67.4%)	
Payments by check:	<u>35,549.12</u>	(32.6%)	
Total payments received:			- 108,901.70
- During Sep/Oct, we posted the following **charges** to our customers' accounts:

Write-offs:	--		
Adjustments:	--		
Basic charges (future):	77,137.50	(517 Basic charges billed 10/27 for <u>Nov/Dec</u> *)	
Drought surcharges (future):	15,427.50	(517 Drought surcharges billed 10/27 for <u>Nov/Dec</u> *)	
X-C charges (future):	204.00	(17 Cross-Connection charges billed 10/27 for <u>Nov/Dec</u>)	
Usage charges:	9,801.00	(Usage charges billed 10/27 for 8/24/22 to 10/24/22†)	
Misc. charges:	65.00	(Such as account setup charges, late payment charges)	
Refused payments:	--		
Refunds:	<u>87.10</u>	(1 closed-account credit balance refund)	
Total charges posted:			+ 102,722.10
- Thus, the Accounts Receivable balance on October 31 (the end of the period) was: **109,511.16**
(of which 6.20%, or \$6,789.06, was past due)

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

† Total billed usage was \$12,102.00, less one credit totaling \$2,301.00.00 (for leak usage adjustment credit)

Reconciliation with BofA checking account:

There were no deposits in transit on 10/31/2022. Thus, the A/R balance on the District's books as of 10/31 should also be \$109,511.16.

Scheduled AutoPay receipts: \$54,577.00 on Nov. 17, 2022 (from 285 customers, which is 55.1% of the total of 517 billed customers).

A temporary security debit to IPUD's checking account in the amount of \$54,577.00 will be made on or about Nov. 15, 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)

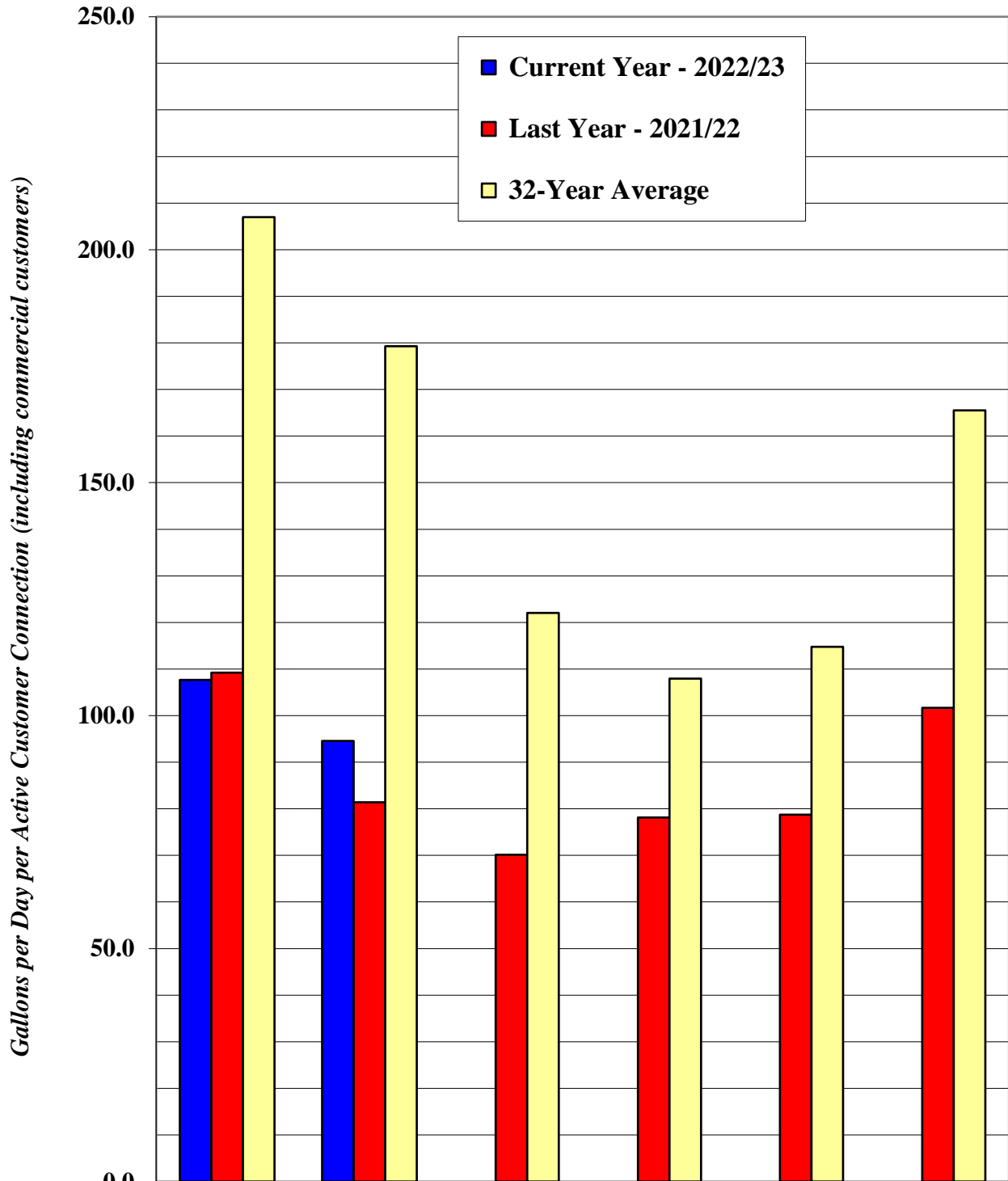
Period covered: Sep/Oct 2022

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

Average Daily Water Usage per Active Customer



■ Current Year - 2022/23	107.7	94.6	0.0	0.0	0.0	0.0
■ Last Year - 2021/22	109.2	81.4	70.2	78.1	78.7	101.7
■ 32-Year Average	207.0	179.3	122.0	108.0	114.8	165.5



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 8

Fire Department Report

- October & November 2022
- Marin Wildfire Prevention Update (MWPA)
 - Local Projects Update
 - CORE Projects Update
- Marin Emergency Radio Authority Update
- FEMA Grant for SCBAs for West Marin Fire Departments

FIRE DEPARTMENT REPORT

October 2022

INCIDENTS:

<i>#</i>	<i>Date</i>	
#22-118	10-2	Vehicle accident @ 12000 Shoreline Hwy. Inverness cancelled.
#22-119	10-3	EMS @ Trail to Shell Beach. M94 transport.
#22-120	10-3	Smoke alarm @ 350 Via de la Vista. No merit.
#22-121	10-14	Misc. Fire @ Chicken Ranch Beach. Extinguished upon arrival.
#22-122	10-16	Smoke alarm @ 49 Inverness Way. No merit.
#22-123	10-17	EMS @ Inverness Way. M94 transport.
#22-124	10-18	EMS @ Via de la Vista. M94 transport.
#22-125	10-19	EMS @ Inverness Way. Ground transport.
#22-125	10-21	Chimney Fire @ 235 Via de la Vista. Spark arrestor was blocked. No damage to house.
#22-125	10-19	Vehicle accident @ SFD and Drakes Beach Rd, in PRNS. Non-injury.
#22-126	10-29	Vehicle accident @ Point Reyes Petaluma Rd. Inverness cancelled.
#22-127	10-31	Vehicle accident @ SFD and Inverness Way. Non-injury.
#22-128	10-31	Odor investigation @ 12835 SFD. No-merit

TRAININGS:

October 9: Introduction to new epinephrine device. Wildfire response.

October 25: Review chimney fire call. Safety training.

ACTIVITIES AND MAINTENANCE:

1. Install new equipment on 381.
2. Repair wench on 380.
3. Exercise, inspect and repair equipment.

PERSONNEL:

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

Jim Fox, Chief

FIRE DEPARTMENT REPORT

November 2022

INCIDENTS:

<i>#</i>	<i>Date</i>	
#22-131	11-5	Vehicle accident @ 12555 Sir Francis Drake Blvd. Unoccupied.
#22-132	11-9	EMS @ Via de la Vista. Code 2 transport.
#22-133	11-15	Smoke alarm @ Inverness School. No merit.
#22-134	11-19	EMS @ Vision Road. Code 2 transport.
#22-135	11-21	Smoke check @ Pine Hill Road. No merit.
#22-136	11-21	EMS @ Drakes View Drive. Transport to hospital.
#22-137	11-21	Vehicle accident @ 9813 Shoreline Highway. Inverness cancelled.
#22-138	11-21	EMS @ Vision Road. Code 2 transport.
#22-139	11-23	Smoke alarm @ Inverness School. No merit.

TRAININGS:

November 13: Safety training.

November 29: Winch use overview and safe driving training.

ACTIVITIES AND MAINTENANCE:

1. Repair wench on 380.
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

SCBA BEST PRICES					
Award					
AGENCY	UNIT: SCBA, 2 Cyl, MASK	MASK	AGENCY COST	% SHARE	5% MATCH
AWARD	\$7,500.00	\$500.00			
BFPD	15	5	\$115,000	24.52%	\$5,476
SBFPD	21	4	\$159,500	34.01%	\$7,595
MBVPF	8	4	\$62,000	13.22%	\$2,952
NVFD	7	5	\$55,000	11.73%	\$2,619
IPUD	10	5	\$77,500	16.52%	\$3,690
TOTALS	61	23	\$469,000	100.00%	\$22,333
		Fed Contrib	\$446,667	Our Contib	\$22,333

4500_ NEW 30 minute pricing from Allstar 10/11							
AGENCY	UNIT: SCBA, 2 Cyl, MASK+ VA	MASKS	AGENCY COST	% SHARE	5% MATCH	Overage	Total (5% + ovg)
ALLSTAR 4.5/30	\$8,082.28	\$308.88					
BFPD	15	5	\$122,779	24.52%	\$5,476	\$7,779	\$13,255
SBFPD	21	4	\$170,963	34.01%	\$7,595	\$11,463	\$19,059
MBVPF	8	4	\$65,894	13.22%	\$2,952	\$3,894	\$6,846
NVFD	7	5	\$58,120	11.73%	\$2,619	\$3,120	\$5,739
IPUD	10	5	\$82,367	16.52%	\$3,690	\$4,867	\$8,558
TOTALS	61	23	\$500,123	100.00%	\$22,333	\$31,123	
DIFFERENCE	\$31,123						

4500_45 minute pricing from MES							
AGENCY	UNIT: SCBA, 2 Cyl, MASK +VA	MASKS	AGENCY COST	% SHARE	5% MATCH	Overage	Total (5% + ovg)
MES 4.5/45	\$7,740.32	\$292.27					
BFPD	15	5	\$117,566	24.52%	\$5,476	\$2,566	\$8,042
SBFPD	21	4	\$163,716	34.01%	\$7,595	\$4,216	\$11,811
MBVPF	8	4	\$63,092	13.22%	\$2,952	\$1,092	\$4,044
NVFD	7	5	\$55,644	11.73%	\$2,619	\$644	\$3,263
IPUD	10	5	\$78,865	16.52%	\$3,690	\$1,365	\$5,055
TOTALS	61	23	\$478,882	100.00%	\$22,333	\$9,882	
DIFFERENCE	\$9,882						



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 9

Review and Approve Expenditures

- October & November 2022 Expenditures
- October & November 2022 Credit Card Charges

INVERNESS PUBLIC UTILITY DISTRICT
Check Register
For the Accounting Period: 10/22

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99891	E	262 QUILL CORPORATION	27.80	10/25/22	10/22	CL 244	27.80
-99890	E	266 RECOLOGY SONOMA MARIN	145.20	10/25/22	10/22	CL 245	145.20
-99889	E	289 STREAMLINE	260.00	10/25/22	10/22	CL 246	260.00
-99888	E	8 ALPHA ANALYTICAL LABORATORIES, INC.	630.00	10/25/22	10/22	CL 247	630.00
-99887	E	36 BRELJE AND RACE LABORATORIES, INC.	412.00	10/25/22	10/22	CL 248	412.00
-99886	E	71 CORE	1715.71	10/25/22	10/22	CL 249	1715.71
-99885	E	180 KERRY LEMOS ELECTRICAL	3014.89	10/25/22	10/22	CL 250	3014.89
-99884	E	8 ALPHA ANALYTICAL LABORATORIES, INC.	260.00	10/25/22	10/22	CL 251	260.00
-99883	E	48 CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	4358.00	10/25/22	10/22	CL 252	4358.00
-99882	E	344 Bound Tree Medical, LLC	1019.56	10/25/22	10/22	CL 253	1019.56
-99881	E	72 CORRPRO COMPANIES INC.	665.00	10/25/22	10/22	CL 254	665.00
-99880	E	130 GRAINGER	93.64	10/25/22	10/22	CL 255	93.64
-99879	E	64 CHEDA'S GARAGE	1145.41	10/25/22	10/22	CL 260	1145.41
-99878	E	24 BARCOMM COMMUNICATIONS	172.00	10/25/22	10/22	CL 261	172.00
-99877	E	184 L.N. CURTIS AND SONS	324.00	10/25/22	10/22	CL 262	324.00
-99876	E	321 VERIZON WIRELESS	202.29	10/21/22	10/22	CL 256	202.29
-99875	E	18 AT&T	506.18	10/31/22	10/22	CL 258	506.18
-99874	E	24 BARCOMM COMMUNICATIONS	1433.79	11/08/22	10/22	CL 264	1433.79
-99873	E	245 PACE SUPPLY CORP.	119.08	11/08/22	10/22	CL 265	119.08
-99872	E	128 GOOD & CLEAN, INC.	227.00	11/08/22	10/22	CL 266	227.00
-99871	E	130 GRAINGER	38.78	11/08/22	10/22	CL 267	38.78
-99870	E	70 CONNIE MORSE	115.20	11/08/22	10/22	CL 268	115.20
-99869	E	256 PG&E	1637.30	11/01/22	10/22	CL 270	1637.30
-99868	E	17 AT&T - Electronic	69.55	11/01/22	10/22	CL 269	69.55

12/11/22
19:48:26

INVERNESS PUBLIC UTILITY DISTRICT
Check Register
For the Accounting Period: 10/22

Page: 2 of 3
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99867	E	162 JAY BORODIC	557.16	11/08/22	10/22	CL 271	557.16
-99866	E	110 FIRE SAFETY SUPPLY INC.	279.71	11/08/22	10/22	CL 272	279.71
-99865	E	105 FAILSAFE TESTING	1027.50	11/08/22	10/22	CL 273	1027.50
-99864	E	60 CASCADE FIRE EQUIPMENT	334.99	11/08/22	10/22	CL 274	334.99
-99845	E	306 U.S. BANK CORPORATE PAYMENT SYSTEMS	1766.78	11/15/22	10/22	CL 303	1766.78
-99844	E	306 U.S. BANK CORPORATE PAYMENT SYSTEMS	1166.58	11/15/22	10/22	CL 304	1166.58
-99820	E	18 AT&T	454.36	12/08/22	10/22	CL 305	454.36
Total for Claim Checks			24179.46				
Count for Claim Checks			31				

* denotes missing check number(s)

of Checks: 31 Total: 24179.46

INVERNESS PUBLIC UTILITY DISTRICT
Fund Summary for Claim Check Register
For the Accounting Period: 10/22

Fund/Account	Amount
10 District	
10101	\$10,509.81
21 Fire	
10101	\$7,363.88
51 Water	
10101	\$6,305.77
Total:	\$24,179.46

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed
-89929	CHILD SUPPORT STATE OF CALIFORNIA	402.00	10/14/22	10/22
-89928	SDI EDD	274.58	10/14/22	10/22
-89927	SIT CA STATE TAX	925.81	10/14/22	10/22
-89926	FIT EFTPS	6537.47	10/14/22	10/22
-89925	CHILD SUPPORT STATE OF CALIFORNIA	402.00	10/31/22	10/22
-89924	FIT EFTPS	7130.80	10/31/22	10/22
-89923	SDI EDD	292.70	11/01/22	10/22
-89922	SIT CA STATE TAX	1059.05	11/01/22	10/22
-89921	HEALTH INS CALPERS HEALTH	7851.11	11/01/22	10/22
-89920	CLASSIC CALPERS	8171.00	11/08/22	10/22
55158	313 DAVID C. BRIGGS	1276.01	10/14/22	_____
55159	6 JAMES K. FOX	3447.83	10/14/22	_____
55160	7 KENNETH J. FOX	2582.88	10/14/22	_____
55161	8 KAAREN S. GANN	543.08	10/14/22	_____
55162	10 WADE B. HOLLAND	733.04	10/14/22	_____
55163	311 JACOB LEYVA	2279.21	10/14/22	_____
55164	17 JEFFREY MCBETH	1340.07	10/14/22	_____
55165	316 JENNA NICOLAS	691.13	10/14/22	_____
55166	309 SHELLEY L. REDDING	3464.70	10/14/22	_____
55167	312 CASSIDY S. RUSSELL	1904.99	10/14/22	_____
55168	313 DAVID C. BRIGGS	1276.01	10/31/22	_____
55169	6 JAMES K. FOX	3447.83	10/31/22	_____
55170	7 KENNETH J. FOX	2582.88	10/31/22	_____
55171	8 KAAREN S. GANN	409.86	10/31/22	_____
55172	10 WADE B. HOLLAND	1571.95	10/31/22	_____
55173	311 JACOB LEYVA	1986.03	10/31/22	_____

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed
55174	17 JEFFREY MCBETH	1843.94	10/31/22	_____
55175	316 JENNA NICOLAS	449.77	10/31/22	_____
55176	309 SHELLEY L. REDDING	3779.53	10/31/22	_____
55177	312 CASSIDY S. RUSSELL	1945.07	10/31/22	_____

* denotes missing check number(s)

# of Checks:	30	Total:	70602.33	Electronic Checks:	33,046.52
				Non-electronic Checks:	37,555.81

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99860	E	259 POINT REYES LIGHT PUBLISHING CO., LC	249.30	11/08/22	11/22	CL 278	249.30
-99859	E	146 HORIZON CABLE TV INC.	90.04	11/08/22	11/22	CL 281	90.04
-99858	E	88 DIVERSIFIED TECHNOLOGY	12.00	11/08/22	11/22	CL 282	12.00
-99857	E	41 BUILDING SUPPLY CENTER	636.19	11/08/22	11/22	CL 283	636.19
-99856	E	213 MCMASTER-CARR	63.33	11/08/22	11/22	CL 288	63.33
-99855	E	289 STREAMLINE	260.00	11/08/22	11/22	CL 289	260.00
-99854	E	70 CONNIE MORSE	85.02	11/08/22	11/22	CL 291	85.02
-99853	E	11 AMAZON CAPITAL SERVICES	0.00	11/08/22	11/22	CL 296	
-99852	E	11 AMAZON CAPITAL SERVICES	0.00	11/08/22	11/22	CL 297	
-99851	E	11 AMAZON CAPITAL SERVICES	0.00	11/08/22	11/22	CL 298	
-99850	E	11 AMAZON CAPITAL SERVICES	89.12	11/08/22	11/22	CL 299	89.12
-99849	E	79 DAVID BRIGGS	109.00	11/08/22	11/22	CL 300	109.00
-99848	E	70 CONNIE MORSE	350.60	11/08/22	11/22	CL 301	350.60
-99847	E	64 CHEDA'S GARAGE	2028.41	11/08/22	11/22	CL 302	2028.41
-99846	E	29 TRUIST BANK	1.04	11/15/22	11/22	CL 279	1.04
-99843	E	11 AMAZON CAPITAL SERVICES	179.16	12/09/22	11/22	CL 330	179.16
-99842	E	24 BARCOMM COMMUNICATIONS	268.56	12/09/22	11/22	CL 331	268.56
-99841	E	146 HORIZON CABLE TV INC.	90.04	12/09/22	11/22	CL 333	90.04
-99840	E	262 QUILL CORPORATION	41.43	12/09/22	11/22	CL 334	41.43
-99839	E	262 QUILL CORPORATION	45.45	12/09/22	11/22	CL 335	45.45
-99838	E	128 GOOD & CLEAN, INC.	227.00	12/02/22	11/22	CL 321	227.00
-99837	E	130 GRAINGER	372.26	12/02/22	11/22	CL 322	372.26
-99836	E	82 DE CARLI'S PROPANE	757.48	12/02/22	11/22	CL 323	757.48
-99835	E	117 FREY'S AUTOMOTIVE, INC.	133.50	12/02/22	11/22	CL 324	133.50

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99834	E	17 AT&T - Electronic	69.55	12/02/22	11/22	CL 326	69.55
-99833	E	169 JOHN'S DAIRY EQUIPMENT & SUPPLY, INC.	145.20	11/28/22	11/22	CL 306	145.20
-99832	E	346 Kenneth J. Fox	47.48	11/28/22	11/22	CL 307	47.48
-99831	E	344 Bound Tree Medical, LLC	1.75	11/28/22	11/22	CL 308	1.75
-99830	E	344 Bound Tree Medical, LLC	22.61	11/28/22	11/22	CL 309	22.61
-99829	E	70 CONNIE MORSE	88.20	11/28/22	11/22	CL 310	88.20
-99828	E	101 EMPIRE AUTOMOTIVE, INC.	240.00	11/28/22	11/22	CL 311	240.00
-99827	E	347 Ridgeline Construction & Vegetation Mana	13300.00	11/28/22	11/22	CL 312	13300.00
-99826	E	262 QUI LL CORPORATION	75.75	11/28/22	11/22	CL 313	75.75
-99825	E	196 MARIN COUNTY FINANCE DEPARTMENT	1438.62	11/28/22	11/22	CL 314	1438.62
-99824	E	131 GREG EASTMAN	292.50	11/28/22	11/22	CL 315	292.50
-99823	E	71 CORE	150.00	11/28/22	11/22	CL 316	150.00
-99822	E	321 VERIZON WI RELESS	202.29	11/28/22	11/22	CL 317	202.29
-99821	E	334 Bolinas Fire Protection District	560.00	11/28/22	11/22	CL 318	560.00
-99819	E	169 JOHN'S DAIRY EQUIPMENT & SUPPLY, INC.	145.20	12/16/22	11/22	CL 338	145.20
-99818	E	340 NI GRO & NI GRO	5500.00	12/16/22	11/22	CL 340	5500.00
-99817	E	213 MCMASTER-CARR	83.58	12/16/22	11/22	CL 341	83.58
-99816	E	130 GRAINGER	96.69	12/16/22	11/22	CL 343	96.69
-99815	E	130 GRAINGER	55.88	12/16/22	11/22	CL 344	55.88
-99814	E	136 HARRINGTON INDUSTRIAL PLASTICS, LLC	2332.07	12/16/22	11/22	CL 345	2332.07
-99813	E	88 DIVERSIFIED TECHNOLOGY	705.00	12/09/22	11/22	CL 329	705.00
-99812	E	29 TRUIST BANK	10.27	12/09/22	11/22	CL 339	10.27
-99811	E	306 U. S. BANK CORPORATE PAYMENT SYSTEMS	1042.59	12/12/22	11/22	CL 347	1042.59
-99810	E	306 U. S. BANK CORPORATE PAYMENT SYSTEMS	905.88	12/12/22	11/22	CL 348	905.88
Total for Claim Checks			33600.04				
Count for Claim Checks			48				

* denotes missing check number(s)

of Checks: 48

Total : 33600.04

INVERNESS PUBLIC UTILITY DISTRICT
Fund Summary for Claim Check Register
For the Accounting Period: 11/22

Fund/Account	Amount
10 District	
10101	\$7,730.82
21 Fire	
10101	\$20,043.52
51 Water	
10101	\$5,825.70
Total:	\$33,600.04

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed
-89919	313 DAVID C. BRIGGS	1276.01	11/15/22	11/22
-89918	6 JAMES K. FOX	3447.83	11/15/22	11/22
-89917	7 KENNETH J. FOX	2582.88	11/15/22	11/22
-89916	8 KAAREN S. GANN	1381.25	11/15/22	11/22
-89915	10 WADE B. HOLLAND	1307.51	11/15/22	11/22
-89914	311 JACOB LEYVA	2060.48	11/15/22	11/22
-89913	17 JEFFREY MCBETH	1894.05	11/15/22	11/22
-89912	316 JENNA NICOLAS	290.17	11/15/22	11/22
-89911	309 SHELLEY L. REDDING	3464.70	11/15/22	11/22
-89910	312 CASSIDY S. RUSSELL	1945.07	11/15/22	11/22
-89909	CHILD SUPPORT STATE OF CALIFORNIA	402.00	11/15/22	11/22
-89908	FIT EFTPS	7225.35	11/15/22	11/22
-89907	SDI EDD	297.25	11/15/22	11/22
-89906	SIT CA STATE TAX	1048.78	11/15/22	11/22
-89905	313 DAVID C. BRIGGS	1276.01	11/30/22	11/22
-89904	6 JAMES K. FOX	3447.83	11/30/22	11/22
-89903	7 KENNETH J. FOX	2582.88	11/30/22	11/22
-89902	8 KAAREN S. GANN	543.08	11/30/22	11/22
-89901	10 WADE B. HOLLAND	994.31	11/30/22	11/22
-89900	311 JACOB LEYVA	2134.72	11/30/22	11/22
-89899	17 JEFFREY MCBETH	2278.17	11/30/22	11/22
-89898	316 JENNA NICOLAS	927.66	11/30/22	11/22
-89897	309 SHELLEY L. REDDING	3464.70	11/30/22	11/22
-89896	312 CASSIDY S. RUSSELL	1110.55	11/30/22	11/22
-89895	CHILD SUPPORT STATE OF CALIFORNIA	402.00	11/30/22	11/22
-89894	FIT EFTPS	6816.17	11/30/22	11/22

Check #	Payee #/Name	Check Amount	Date Issued	Period Redeemed
-89893	SDI EDD	283.09	11/30/22	11/22
-89892	SIT CA STATE TAX	975.18	11/30/22	11/22

* denotes missing check number(s)

# of Checks:	28	Total :	55859.68	Electronic Checks:	55,859.68
				Non-electronic Checks:	0.00

11/15/22
13:13:22

INVERNESS PUBLIC UTILITY DISTRICT
Claim Approval List
For the Accounting Period: 10/22
For Pay Date: 11/15/22

Page: 1 of 1
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
303	E	306 U.S. BANK CORPORATE PAYMENT	1,766.78					
J Fox		Cal Card 10/22/22						
		092222 09/22/22 Inv Park Mkt - Supplies	4.20*			10 52101	62212	10101
		3768260 09/23/22 Amazon-Solar	140.39			51 57101	62211	10101
		8805852 09/23/22 Amazon-Firehouse Supply	29.78*			21 53101	62211	10101
		0447469 09/23/22 Amazon-Citric Acid	212.08			51 57101	62211	10101
		2373831 09/23/22 Amazon - Dechlorinator	75.59			51 57101	62221	10101
		FS4912586 09/28/22 Full Source - IDC Safety Ve	275.67			21 53101	63364	10101
		06-09160-9 09/30/22 E-Bay - 2 way radio	173.68			21 53101	63112	10101
		13-09161-0 09/30/22 E-Bay - ICom Battery	106.49			21 53101	63112	10101
		2702628 10/02/22 Amazon-Commo Supplies	194.90			21 53101	63112	10101
		9670611 10/07/22 Amazon-Solar	30.94			51 57101	62211	10101
		100922 10/09/25 Palace Mkt - Supplies	55.29			21 53101	63811	10101
		4925014 10/16/22 Amazon-Supplies	24.84*			21 53101	62211	10101
		2857023 10/15/22 Amazon-Small Tools	233.65			51 57101	62211	10101
		0424229 10/16/22 Amazon-Commo Supples	36.04			21 53101	63112	10101
		7995407 10/16/22 Amazon-Office Supplies	23.79*			10 52101	62212	10101
		9069051 10/16/22 Amazon-Supplies	29.87*			21 53101	62211	10101
		101422 10/14/22 Adobe - Office Supply	24.99*			10 52101	62212	10101
		101922 10/19/22 Inverness Store-Supplies	19.97*			10 52101	62212	10101
		9989800 10/20/22 Amazon-Dog Bags	31.38			51 57101	62211	10101
		5772204 10/24/22 Amazon-Commo Supplies	43.24			21 53101	63112	10101
304	E	306 U.S. BANK CORPORATE PAYMENT	1,166.58					
S Redding		Cal Card 10/22/22						
		1872513 09/26/22 Amazon Prime Business	193.32*			10 52101	62212	10101
		092822 09/28/22 Bovine Bakery-Bd Mtg Supply	30.48*			10 52101	63361	10101
		E0200KA35H 09/28/22 Microsoft-Annual Licesnse	573.11*			10 52101	62212	10101
		1000151267 10/03/22 J Scheepers-Flower Bulbs	44.70			21 53101	62312	10101
		32033547 10/10/22 Canva- Mo Fee	12.95*			10 52101	62212	10101
		1000151249 10/10/22 J Scheepers-Flower Bulbs	97.18			21 53101	62312	10101
		102122 10/21/22 Marin IJ - Annual E Subscripti	214.84*			10 52101	62212	10101
# of Claims			2	Total:		2,933.36		
Total Electronic Claims			2,933.36	Total Non-Electronic Claims				

12/11/22
19:59:34

INVERNESS PUBLIC UTILITY DISTRICT
Claim Details
For the Accounting Period: 11/22

Page: 1 of 2
Report ID: AP100V

For Date Posted = 12/11/22
* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
347	-99811E	306 U.S. BANK CORPORATE PAYMENT	1,042.59						
Shelley Redding Cal Card 11/22									
1	102622	10/26/22 Bovine Bakery	28.75*			10 52101	63361		10101
2	U1670345	10/28/22 Ubiquiti	839.52			10 52101	62211		10101
3	091222	11/03/22 Fraud Credit	-134.05			10 52101	68113		10101
4	090822	11/03/22 Fraud Credit	-0.66			10 52101	68113		10101
5	100322	11/03/22 Fraud Credit	-44.70			21 53101	62312		10101
6	101022	11/03/22 Fraud Credit	-97.18			21 53101	62312		10101
7	2211022210	11/02/22 Roboform	47.75*			10 52101	62212		10101
8	35218774	11/10/02 Canva	119.40*			10 52101	62212		10101
9	101022	11/15/22 John Scheepers Re-Bill	97.18			21 53101	62312		10101
10	100322	10/03/22 John Scheepers Re-Bill	44.70			21 53101	62312		10101
11	111522	11/15/22 John Scheepers Dup Bill	97.18			21 53101	62312		10101
12	111522	11/15/22 John Scheepers Dup Bill	44.70			21 53101	62312		10101
348	-99810E	306 U.S. BANK CORPORATE PAYMENT	905.88						
Jim Fox Cal Card 11/22									
1	102522	10/25/22 Palace Market - FD Training	84.57			21 53101	63812		10101
2	46706	10/31/22 Amazon - small tools	29.22*			21 53101	62211		10101
3	279460	11/01/22 BWS Distributors - Gas sensor	144.78*			21 53101	62211		10101
4	11154	11/03/22 Amazon - Batteries	86.00			21 53101	63112		10101
5	84978	11/03/22 Amazon - Solar Panel Regulator	140.71			51 57101	62211		10101
6	110422	11/04/22 Palace Market - FD Training	46.14			21 53101	63812		10101
7	99674	11/05/22 Amazon - Chainsaw chain	69.26*			21 53101	62211		10101
8	77026	11/06/22 Amazon - Dog relief bags	25.92			51 57101	62211		10101
9	22306	11/08/22 Amazon - small tools	14.06*			21 53101	62211		10101
10	111222	11/12/22 Palace Market - FD Training	74.15			21 53101	63812		10101
11	27250	11/13/22 Adobe - Software	29.99*			10 52101	62212		10101
12	111322	11/13/22 Bovine Bakery - FD Training	26.20			21 53101	63812		10101
13	27250	11/15/22 Amazon - Kim Wipes	49.24			51 57101	62211		10101
14	07714	11/15/22 Amazon - universal adapter	17.31			21 53101	62212		10101
15	706041	11/18/22 UPS Battery - Batteries	68.33			51 57101	62211		10101
Total for Vendor:			1,948.47						
# of Claims			2	Total:	1,948.47	# of Vendors	0		
Total Electronic Claims			1,948.47						
Total Non-Electronic Claims									



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 10

Review and Approve Cal WARN Membership



Inverness Public Utility District

Board Agenda Item Staff Report

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

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

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

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

The CalWARN Program provides its member utilities with:

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

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

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

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

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

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

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

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

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

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

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

1 Health, or associations, who are members of the Regional or State Steering Committees
2 and do not officially sign the WARN agreement.
3

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- 1
2 E. **Status** - Unless otherwise provided by law, the Responding Member's officers and
3 employees retain the same privileges, immunities, rights, duties and benefits as provided in
4 their respective jurisdictions.
5
6 F. **Licenses and Permits** – To the extent permitted by law, Responding Member personnel
7 who hold licenses, certificates, or permits evidencing professional, mechanical, or other
8 skills shall be allowed to carry out activities and tasks relevant and related to their respective
9 credentials during the specified Period of Assistance.
10
11 G. **Right to Withdraw Resources** - The Responding Member's Authorized Official retains the
12 right to withdraw some or all of its resources at any time for any reason in the Responding
13 Member's sole and absolute discretion. Notice of intention to withdraw must be
14 communicated to the Requesting Member's Authorized Official as soon as soon as is
15 practicable under the circumstances.
16
17

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

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

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

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

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

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

28 E. **Records** - Each Responding Member and its duly authorized representatives shall have
29 access to a Requesting Member's books, documents, notes, reports, papers and records
30 which are directly pertinent to this Agreement for the purposes of reviewing the accuracy of
31 a cost bill or making a financial, maintenance or regulatory audit. Each Requesting Member
32 and its duly authorized representatives shall have access to a Responding Member's books,
33 documents, notes, reports, papers and records which are directly pertinent to this
34 Agreement for the purposes of reviewing the accuracy of a cost bill or making a financial,
35 maintenance or regulatory audit. Such records shall be maintained for at least three (3)
36 years or longer where required by law and as needed for federal reimbursement practices.
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39 **ARTICLE VIII.**
40 **ARBITRATION**
41

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

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

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ARTICLE X.
SIGNATORY INDEMNIFICATION

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

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ARTICLE XI.
WORKER'S COMPENSATION CLAIMS

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

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ARTICLE XII.
NOTICE

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

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

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

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

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27 This Agreement shall take effect for a new party immediately upon its execution by said
28 party.
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31 **ARTICLE XVI.**
32 **WITHDRAWAL**

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

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44 No provision of this Agreement may be modified, altered or rescinded by individual parties to the
45 Agreement. Modifications to this Agreement require a simple majority vote of Members within
46 each region and unanimous agreement among the regions. The State Steering Committee will
47 notify all parties of modifications to this Agreement in writing and those modifications shall be
48 effective upon 60 days written notice to the parties.
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2 **ARTICLE XVIII.**
3 **SEVERABILITY**
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5 If any term or provision of this Agreement is declared by a court of competent jurisdiction to be
6 illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be
7 affected, and the rights and obligations of the parties shall be construed and enforced as if the
8 Agreement did not contain the particular term or provision held to be invalid.
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11 **ARTICLE XIX.**
12 **PRIOR AGREEMENTS**
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14 To the extent that prior agreements among signatories to this Agreement for mutual assistance
15 are inconsistent with this Agreement, such agreements are hereby superseded. This
16 Agreement supersedes the 1996 Omnibus Mutual Aid Agreement, the WARN 1997 Omnibus
17 Mutual Aid Agreement, and the WARN 2001 Omnibus Mutual Aid and Assistance Agreement.
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20 **ARTICLE XX.**
21 **PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES**
22

23 This Agreement is for the sole benefit of the Members and no other person or entity has rights
24 under this Agreement as a third party beneficiary. Assignment of benefits or delegation of
25 duties created by this Agreement to third parties that are not Members is prohibited and without
26 effect.
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29 **ARTICLE XXI.**
30 **TORT CLAIMS**
31

32 This Agreement in no way abrogates or waives any immunity or defense available under
33 California law.
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36 **ARTICLE XXII.**
37 **INTRASTATE AND INTERSTATE MUTUAL AID AND ASSISTANCE PROGRAMS**
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39 To the extent practicable, Members retain the right to participate in mutual aid and assistance
40 activities conducted under the State of California Intrastate WARN Mutual Aid and Assistance
41 Program and the Interstate Emergency Management Assistance Compact (EMAC) and similar
42 programs.
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California Water/Wastewater Agency Response Network (CalWARN) 2007 Omnibus Mutual Assistance Agreement

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

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

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

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

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

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

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

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

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

(Utility)

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

Date:

Name: (printed)

(signature)

Title:

Please return a signed copy of this page to: CWC-ACS@YourACS.org



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 11

Volunteer Appreciation



Inverness Public Utility District

Board Agenda Item Staff Report

Subject: Volunteer Appreciation
Meeting Date: December 14, 2022
Date Prepared: December 1, 2022
Prepared by: Shelley Redding, General Manager
Attachments: None

Recommended Action: Approval of Volunteer Appreciation in lieu of Annual Party

Traditionally, each year, IPUD hosts a volunteer appreciation Holiday event to thank the volunteers for their contributions to the District. With the ongoing concerns of the pandemic, staff does not think it is safe to hold an event this winter.

Staff proposes that again, in lieu of the annual Holiday Party, IPUD present a gift certificate from local businesses for each volunteer of the Inverness Public Utility District.

Staff recommends a budget of up to \$1,700.00



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 12

Committee Meetings/Reports



Inverness Public Utility District
Board Meeting December 14, 2022

Agenda Item No. 13

Announcements,

Next Meeting,

Adjournment