

# INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT  WATER SYSTEM

50 INVERNESS WAY NORTH • P.O. BOX 469 • INVERNESS CA 94937 • (415) 669-1414

Board of Directors

AGENDA

Regular Meeting

Wednesday, March 23, 2022

9:00 a.m.

Video/Teleconference

## MODIFIED BROWN ACT REQUIREMENTS IN LIGHT OF STATE OF EMERGENCY

*The health and safety of community members, public officials, and employees is a top priority for the IPUD. Pursuant to CA Assembly Bill 361, members of the Board of Directors, IPUD staff, and members of the public will participate in this meeting by teleconference. The IPUD will not offer an in-person meeting location for the public to attend this meeting. Members of the public are encouraged to participate remotely from a safe location as described below.*

**Join Zoom meeting from your computer, tablet, or smartphone:**

<https://us06web.zoom.us/j/89755223698?pwd=QTQ2dHY4bWZZcGI4WFc0WHpNcmREdz09>

Meeting ID: **897 5522 3698**

Passcode: **206633**

One tap mobile

+16699006833,,81267163834#,,,,\*915284# US (San Jose)

+12532158782,,81267163834#,,,,\*915284# US (Tacoma)

or

Dial by your location

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Meeting ID: **897 5522 3698**

Passcode: **206633**

Find your local number: <https://us06web.zoom.us/j/89755223698>

**Opening 9:00 a.m.**

- 1. Call to Order; Attendance Report**
- 2. Public Expression:** Opportunity for members of the public to address the Board on matters under the Board's jurisdiction but not on the posted agenda. Directors or staff "**may briefly respond to statements made or questions posed**" during Public Expression, but "**no action or discussion shall be undertaken on any item not appearing on the posted agenda**" (Gov. Code §54954.2(a)(3)). Members of the public may comment on any item listed on the posted agenda at the time the item is considered by the Board.
- 3. Approval of Minutes:** Regular meeting of February 23, 2022

### *The State of the District*

- 4. Management Report:** Shelley Redding, Jim Fox
  - Financial Reports
    - FY 2021/2022 Finance Reports
    - Capital Projects Accounting – February 2022
  - Tenney Tanks Replacement Project Update
  - Measure W – West Marin Region TOT Update
  - Marin Wildfire Prevention Authority (MWPA) Update

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Material provided in the meeting packet is available on the District's website, [www.invernesspub.org](http://www.invernesspub.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 PARTICIPATE 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, ADMINISTRATOR/CLERK OF THE BOARD  
JAMES K. FOX, CHIEF OF OPERATIONS (FIRE CHIEF, WATER SYSTEM SUPERINTENDENT)**

- Marin Emergency Radio Authority (MERA) Update
  - LAFCo West Marin Regional Municipal Services Review
  - Community Outreach
  - Grant Funding Opportunities Update
5. **Water System Report: February 2022:** Superintendent Jim Fox and Senior Water Operator Ken Fox
  6. **Fire Department Reports: January and February 2022:** Chief J. Fox

*The Business of the District*

7. **Affirm Intent To Keep Water Shortage Emergency Restrictions In Effect**
8. **Approve Expenditures and Credit Card Charges:** February 2022
9. **Accept and Approve Audit Services Proposal from Nigro & Nigro, CPAs**
10. **Accept and Approve Actuarial Services, Inc. Agreements for GASB 68 Reporting Services**
11. **Approve Resolution 265-2022 Promoting Administrator to Position of General Manager**
12. **Committee Meetings/Reports**

*Closing*

13. **Announcements, Next Meeting, Adjournment**

**Posted: March 18, 2022**



Inverness Public Utility District  
Board Meeting March 23, 2022

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Agenda Item No. 1

**Call to Order;**

**Attendance Report**



Inverness Public Utility District  
Board Meeting March 23, 2022

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## 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 March 23, 2022

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## Agenda Item No. 3

# **Approval of Meeting Minutes**

**Regular Meeting February 23, 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, February 23, 2022, 9:00 a.m.

Video/Teleconference

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

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

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

Directors Absent: None

Staff Present: Shelley Redding, Clerk and Administrator; Jim Fox, Chief of Operations

#### 2. Public Expression

No one asked to address the Board.

#### 3. Proposed Voter Initiative Parcel Tax

Administrator Redding noted the Staff Report in the Board Meeting packet that was prepared by Wade Holland. President Emanuels reported that Mr. Meral, the sponsor of the Voter Initiative Parcel Tax met with the ad hoc subcommittee. There was general discussion about the proposed initiative, and the next steps Mr. Meral would be taking. Mr. Meral said he would be publishing the draft of the initiative on a website for the public to read.

President Emanuels called attention to the document in the Board packet prepared by the CSDA about a proposed ballot initiative that would further restrict government entities' capability to enact or modify taxes. There was general discussion about the implications of the ballot measure, the cost of a statewide ballot initiative, and how it could potentially affect Mr. Meral's voter initiative if it passes, because it includes a provision for retroactive effectiveness to January 1, 2022.

#### 4. State of the Water Shortage Emergency

Superintendent Jim Fox noted the Staff Report prepared by Wade Holland and reported that staff is not recommending any changes to the current water usage restrictions that have been in place since August 2021. He reported that we are currently in a wait-and-see position on spring rains to make up for the scant rainfall received since December.

#### 5. Approval of Minutes

Special meeting of January 26, 2022

*M/S Press/Whitney to approve the minutes of the Special Meeting of January 26, 2022, as submitted.*

**AYES 5, NOES 0**

Regular meeting of January 26, 2022

*M/S Donohue/Johnson to approve the minutes of the Regular Meeting of January 26, 2022, as submitted.*

**AYES 5, NOES 0**

#### 6. Management Report

**Financial Reports:** Administrator Redding presented the financial reports for January 2022.

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



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

**Capital Projects Accounting, January 2022:** Administrator Redding presented the Capital Projects report for January 2022.

**Tenney Tanks Replacement Project Update:** Administrator Redding presented the photographic Project Report that was submitted to the Waterboards Project Manager. The report shows the progression of the project from the beginning through the point where the forms were installed for the second tank's concrete pad (which will be poured next week). Director Johnson asked if there would need to be road work done on Trossach Road. Superintendent Fox noted that there would be some work, but overall, there has been minimal damage noted; he described the process of pumping concrete to the site from Perth Way, which has minimized damage and wear-and-tear to the road.

**MWPA Update:** Director Donohue discussed a recent meeting with the MWPA's environmental planner, Anne Crealock, and noted the ongoing challenges with project environmental approvals under both CEQA and the Coastal Commission. The delays have slowed progress of some West Marin core projects. Chief Fox noted that he has continued work on our local projects for clearing evacuation routes.

**MERA Update:** Chief Jim Fox referred to the handout provided by MERA and reported on the progress of constructing communication towers. He noted that the project's completion has been pushed back to 2024.

**Community Outreach:** Administrator Redding reported that staff was planning to send out an email to the District's water customers at the end of the week with information about the drought and the outlook for drought restrictions continuing through the coming summer and fall dry seasons. President Emanuels suggested that the Staff Report be included in the email.

**Grant Opportunities:** Administrator Redding reported on grants and pre-funding applications that she is pursuing:

- 1) She reported that she had a phone meeting with representatives from the EPA and USDA about District needs and funding opportunities that might be available for the District to pursue for hazard mitigation and infrastructure resilience projects. It was recommended that she submit a Notice of Interest (NOI) for a FEMA Hazard Mitigation Planning Grant, which will help to fund the technical aspects of a Local Hazard Mitigation Plan. She noted that she did submit the NOI by the February 15, 2021, deadline and has received notification that the District is a qualified entity and is eligible to submit a sub-application, which is due by April 15, 2022. She noted that this grant is 75% federally funded and the maximum amount of the planning grant would be \$150,000; the District would have to provide 25% of the funding. She noted that this is an important first step to create a plan for future projects that would be necessary for future infrastructure and hazard mitigation activity grants.
- 2) The second opportunity is to apply for the District to be accepted on the Communities at Risk list by applying to the State Board of Forestry. The list will prioritize communities at risk for funding to mitigate hazards due to threats of wildfire. She noted that she has asked Mr. Meral to assist her with this application, as it is a benefit to have a Firewise Community group involved with the applicant.
- 3) She reported on a meeting with District resident Mairi Pileggi who was interested in sharing information about rebate and funding opportunities for the District to explore solar and electric solutions for battery backup applications and vehicle charging stations for electric fleet vehicles. She noted she will report on the results of this meeting at the next Board meeting.
- 4) Finally, she reported on a \$500.00 grant that was awarded to the District and the Inverness Disaster Council by the Earthquake Country organization. The grant will provide supplies to the District to secure furniture and equipment in the firehouse from falling during an earthquake. Connie Morse is assisting with the project.

President Emanuels asked that updates on all these items to be provided at the Board's next meeting.

## 7. Water System Report

Superintendent Jim Fox summarized the report prepared by Senior Water Operator Ken Fox, noting that streamflows are dropping. He reported that since the Waterboards Regional Offices have separated Marin from the Sonoma Region, there is a new technical engineer and supervisor who will be overseeing our water system. They have accepted our offer to visit and tour our water system; they will be in Inverness on Thursday and Friday of this week.

## 8. Fire Department Report

Chief Fox reported that there had not been many dispatches in January. He reported on a townhall meeting that he and Administrator Redding attended online with the County Health Department. There were nearly 400 participants, primarily from first-responder agencies. The topic was the County Health Order set to go into effect March 1, 2022, that requires first responders to be fully vaccinated against the Covid-19 virus and to have a booster shot by March 1. The order requires first responders who are not already vaccinated, to get their first vaccination by March 1 and to complete the vaccination protocol by April 15. The County will no longer allow unvaccinated first responders to respond to public-assist calls.

## 9. Approve Expenditures and Credit Card Charges

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

## 10. Adopt and Approve Resolution 263-2022: Designating the Clerk of the Board to serve as the District's Elections Officer

*M/S Press/Whitney to adopt Resolution 263-2022 designating the Clerk of the Board to serve as the District's Elections Officer. AYES 5, NOES 0*

## 11. Adopt and Approve Resolution 264-2022: Authorizing remote teleconferencing of legislative meetings for 30 days beginning February 23, 2022.

*M/S Donohue/Press to adopt Resolution 264-2022 authorizing remote teleconferencing of legislative meetings for 30 days beginning February 23, 2022. AYES 5, NOES 0*

## 12. Closed Session: Public Employee Evaluation (District Administrator), pursuant to Gov. Code Sec. 54957

The Board convened in closed session at 10:20 a.m. and returned to open session at 11:07 a.m.

## 13. Reconvene in Open Session

President Emanuels reported that no actions were taken during the closed session, which will be resumed during the Board's regular meeting on March 23.

## 14. Committee Meetings/Reports

There were no Committee reports.

## 15. Announcements, Next Meeting, Adjournment

Administrator Redding announced that the next Board Meeting is scheduled on March 23, 2022, and most likely will also be a video/teleconference meeting.

President Emanuels adjourned the meeting at 11:14 a.m.

These minutes were approved by the Board of Directors at the regular meeting on March 23, 2022.

Attest: /s/

Date: 3/23/2022

Shelley Redding, Clerk of the Board





Inverness Public Utility District  
Board Meeting March 23, 2022

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# Agenda Item No. 4

## Management Report

**Clerk S. Redding & J. Fox**

**Financial Reports**

- **FY 2021/2022 Finance Reports**
- **Capital Projects Accounting –February 2022**

**Tenney Tanks Replacement Project Update**

**Measure W – West Marin Region TOT Update**

**Marin Wildfire Prevention Authority (MWPA) Update**

**Marin Emergency Radio Authority (MERA) Update**

**Community Outreach**

**Grant Funding Opportunities Update**

**Inverness PUD**  
**Balance Sheet**  
As of February 28, 2022

	Feb 28, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1-103 · Checking B of A	437,339.42
<b>Total Checking/Savings</b>	437,339.42
<b>Accounts Receivable</b>	
1-130 · Water Customers (W)	112,308.99
3-138 · Other A/R (D)	3,329.17
<b>Total Accounts Receivable</b>	115,638.16
<b>Other Current Assets</b>	
<b>Prepaid Expenses</b>	
1-140 · Insurance (W)	-467.51
1-146 · Other Prepays (W)	337.50
2-140 · Insurance (F)	-0.02
3-146 · Other Pre-Paid Expenses	-804.00
<b>Total Prepaid Expenses</b>	-934.03
1-120 · LAIF- Main Replacement (W)	27,275.73
1-121 · LAIF-Tank Replacement (W)	108,912.28
1-123 · LAIF-Vehicle Replacement (W)	15,034.08
1-124 · LAIF-Emergency Reserves (W)	182,757.35
1-126 · LAIF Assigned Funds (W)	-1,700,519.00
1-127 · LAIF - Trossach Road Rehab	40,000.00
1-150 · Interfund (W)	4,962.00
2-122 · LAIF-Equipment Replacement (F)	81,827.20
2-123 · LAIF-Vehicle Replacement (F)	54,551.47
2-124 · LAIF-Emergency Reserves (F)	272,757.35
2-126 · LAIF Assigned Funds (F)	1,604,904.00
2-150 · Interfund (F)	970,767.00
3-125 · LAIF-CalPERS Liability	272,757.35
3-126 · LAIF - Assigned Funds	95,615.00
3-150 · Interfund (D)	-975,729.00
4-391 · Deferred Outflows	72,977.00
<b>Total Other Current Assets</b>	1,127,915.78
<b>Total Current Assets</b>	1,680,893.36
<b>Fixed Assets</b>	
1-160 · Collection System (W)	382,967.51
1-170 · Distribution System (W)	1,164,265.08
1-180 · Storage System (W)	1,062,275.72
1-190 · Treatment Plants (W)	1,371,898.43
1-195 · Wells (W)	71,498.98
1-200 · Accumulated Depreciation	-2,676,955.30
1-250 · Vehicles (W)	71,993.05
1-251 · Field Equipment (W)	22,583.61
1-260 · Office Equipment (W)	4,507.72
1-261 · Land (W)	66,319.95
1-262 · Startup Costs	33,887.00
1-300 · Accumulated Depreciation (W)	-104,294.00
2-175 · Buildings (F)	179,065.76
2-180 · Tanks (F)	16,000.00
2-250 · Vehicles (F)	365,810.95
2-251 · Equipment (F)	162,013.30
2-252 · Communications Equipment (F)	69,950.09
2-253 · Personal Gear (F)	26,283.52
2-255 · Furnishings (F)	16,108.95
2-260 · Office Equipment (F)	24,446.03
2-280 · Other Fixed Assets (F)	58,449.10
2-300 · Accum. Depreciation-GF WIP	-909,155.46
<b>Total Fixed Assets</b>	1,479,919.99

**Inverness PUD**  
**Balance Sheet**  
 As of February 28, 2022

	Feb 28, 22
<b>Other Assets</b>	
<b>Construction in Progress</b>	
1-371 · Water Work in Progress	
1371-22 · Tenney Tank Replacement	510,532.55
1371-30 · Flume Program	13,266.06
<b>Total 1-371 · Water Work in Progress</b>	523,798.61
3-371 · District Works in Progress	
3371-02 · Integrated Accounting Software	8,417.50
<b>Total 3-371 · District Works in Progress</b>	8,417.50
<b>Total Construction in Progress</b>	532,216.11
1-298 · Deferred Outflows OPEB	178,920.00
1-299 · OPEB Prefunding (W)	78,315.88
391 · Deferred Outflows (pension)	37,267.00
4-100 · Unknown	115,170.00
4-101 · Amount to be provided	265,095.00
5-100 · OPEB Trust Cash and Investments	571,730.00
5-500 · Fund Balance	-478,034.00
5-600 · Investment Income	-94,143.00
<b>Total Other Assets</b>	1,206,536.99
<b>TOTAL ASSETS</b>	<b>4,367,350.34</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	7,498.95
<b>Total Accounts Payable</b>	7,498.95
<b>Credit Cards</b>	
2670 · US Bank Cal Card	-2,968.58
<b>Total Credit Cards</b>	-2,968.58
<b>Other Current Liabilities</b>	
1-405 · Accounts Payable (W)	-107.37
1-410 · Payroll Tax Payable (W)	68.01
1-415 · Accrued Vacation (W)	23,548.35
1-416 · Deferred Inflows Pension	11,827.00
1-417 · OPEB Liability (W)	577,615.00
1-418 · Net Pension Liability (W)	308,473.00
1-419 · OPEB Deferred Outflows	246,605.00
1-420 · Retirement Payable (W)	1,649.46
1-430 · Customer Deposits (W)	5,706.72
1-435 · Deferred Revenue - Water	1,653.20
1-440 · Unearned Income (W)	101,972.55
2-410 · Payroll Tax Payable (F)	68.01
2-415 · Accrued Vacation (F)	8,623.77
2-420 · Retirement Payable (F)	2,927.74
3-415 · Compensated Absences	3,261.00
4-425 · Net Pension Liability (4)	16,122.00
4-426 · Deferred Inflows (4)	-9,130.00
4-427 · OPEB Liability	247,549.00
4-428 · OPEB Deferred Inflows	105,688.00
426 · Deferred Inflows (pension)	14,199.00
<b>Total Other Current Liabilities</b>	1,668,319.44
<b>Total Current Liabilities</b>	1,672,849.81

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03/15/22

Accrual Basis

**Inverness PUD**  
**Balance Sheet**  
As of February 28, 2022

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	<u>Feb 28, 22</u>
<b>Long Term Liabilities</b>	
1-476 · SWRCB Tenney Project Loan	108,074.00
425 · Net Pension Liability	116,081.00
<b>Total Long Term Liabilities</b>	<u>224,155.00</u>
<b>Total Liabilities</b>	1,897,004.81
<b>Equity</b>	
1-520 · Invest Fixed Assets (W)	1,914,721.05
1-543 · Unrestricted	325,521.96
1-552 · Retained Earnings (W)	-2,184,299.01
2-520 · Invest Fixed Assets (F)	8,972.88
2-541 · General Fund Bal (F)	2,448,958.00
3-3900 · Retained Earnings (D)	248,528.00
3900 · Retained Earnings	-403,187.80
Net Income	111,130.45
<b>Total Equity</b>	<u>2,470,345.53</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u><b>4,367,350.34</b></u></u>

**Inverness PUD**  
**2-Profit & Loss- Month**  
**February 2022**

	Feb 22
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>N 600 · Property Tax Income</b>	
600-01 · Ad Valorem Property Taxes	1,083.68
<b>Total N 600 · Property Tax Income</b>	1,083.68
<b>N 700 · Water Charges</b>	
700-01 · Basic Charges	68,090.70
700-02 · Usage Charges	14,532.00
700-03 · Cross Connection Fees	216.00
700-04 · Miscellaneous Charges	275.00
700-06 · Drought Surcharge	15,397.50
<b>Total N 700 · Water Charges</b>	98,511.20
<b>N 710 · Misc. Income</b>	
710-02 · Other Income	0.33
N 710 · Misc. Income - Other	3,945.83
<b>Total N 710 · Misc. Income</b>	3,946.16
<b>Total Income</b>	103,541.04
<b>Gross Profit</b>	103,541.04
<b>Expense</b>	
<b>N 810 · Personnel Expenses</b>	
810-01 · Management	18,996.72
810-02 · Operations Personnel	23,726.78
810-03 · Administrative Personnel	3,650.85
810-04 · Employer Payroll Taxes	3,632.67
810-07 · Health Insurance Premiums	9,307.69
810-08 · Retirement Premiums	5,291.13
810-10 · Accrued Vacation	428.64
<b>Total N 810 · Personnel Expenses</b>	65,034.48
<b>N 833 · Collection &amp; Treatment</b>	
833-01 · Chemicals	964.44
<b>Total N 833 · Collection &amp; Treatment</b>	964.44
<b>N 835 · Lab &amp; Monitoring</b>	
835-01 · BacT & Raw Samples	111.00
<b>Total N 835 · Lab &amp; Monitoring</b>	111.00
<b>N 840 · Maintenance &amp; Utilities</b>	
840-02 · Building Maintenance	220.00
840-05 · Collection & Treatment Maint.	735.31
840-07 · Collection-Treatment Utilities	1,928.29
840-08 · Distribution System Utilities	66.07
840-09 · Firehouse Utilities	280.05
840-10 · SCADA Maintenance	1,035.00
<b>Total N 840 · Maintenance &amp; Utilities</b>	4,264.72
<b>N 844 · Storage &amp; Distribution</b>	
844-01 · Telemetry	188.62
<b>Total N 844 · Storage &amp; Distribution</b>	188.62
<b>N 845 · Supplies &amp; Inventory</b>	
845-01 · Supplies and Inventory	4,833.24
<b>Total N 845 · Supplies &amp; Inventory</b>	4,833.24

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03/15/22

Accrual Basis

**Inverness PUD**  
**2-Profit & Loss- Month**  
**February 2022**

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	<u>Feb 22</u>
<b>N 850 · Training</b>	
850-01 · Volunteer Training	31.95
850-02 · Certification & Courses	48.03
<b>Total N 850 · Training</b>	<u>79.98</u>
<b>N 860 · Vehicle Operations</b>	
860-01 · Gas & Oil	774.42
860-02 · Repairs & Service	910.59
<b>Total N 860 · Vehicle Operations</b>	<u>1,685.01</u>
<b>N 870 · Administration</b>	
870-01 · Telephone, Internet, Cable	442.90
870-02 · Dues & Publications	852.24
870-05 · Office Supplies, Postage, Fees	575.15
870-06 · Bank & Payroll Charges	1,280.02
870-07 · Legal Expenses and Attorneys	3,040.00
870-10 · Public Relations & Outreach	260.00
870-11 · Office IT Support	60.00
870-12 · Billing & Collections	714.88
870-14 · Miscellaneous	0.05
<b>Total N 870 · Administration</b>	<u>7,225.24</u>
<b>Total Expense</b>	<u>84,386.73</u>
<b>Net Ordinary Income</b>	<u>19,154.31</u>
<b>Net Income</b>	<u><u>19,154.31</u></u>

**Inverness PUD**  
**2-Profit & Loss- Month**  
**July 2021 through February 2022**

	DISTRICT	FIRE	WATER	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>N 600 · Property Tax Income</b>				
600-01 · Ad Valorem Property Taxes	280,888.26	0.00	0.00	280,888.26
600-02 · Special Fire Tax Assessment	191.59	42,219.68	0.00	42,411.27
600-03 · Excess ERAF	79,881.20	0.00	0.00	79,881.20
600-04 · Prior Year Taxes	2,192.00	614.11	0.00	2,806.11
<b>Total N 600 · Property Tax Income</b>	<b>363,153.05</b>	<b>42,833.79</b>	<b>0.00</b>	<b>405,986.84</b>
<b>N 650 · Other Agency Income</b>				
650-02 · MWPA Defensible Space Program	0.00	12,182.08	0.00	12,182.08
650-03 · MWPA Local Specific Prevention	0.00	12,182.07	0.00	12,182.07
650-04 · WMES (Burton Funds)	0.00	7,490.00	0.00	7,490.00
<b>Total N 650 · Other Agency Income</b>	<b>0.00</b>	<b>31,854.15</b>	<b>0.00</b>	<b>31,854.15</b>
<b>N 700 · Water Charges</b>				
700-01 · Basic Charges	0.00	0.00	292,967.20	292,967.20
700-02 · Usage Charges	0.00	0.00	43,407.00	43,407.00
700-03 · Cross Connection Fees	0.00	0.00	864.00	864.00
700-04 · Miscellaneous Charges	0.00	0.00	1,028.50	1,028.50
700-06 · Drought Surcharge	0.00	0.00	15,397.50	15,397.50
<b>Total N 700 · Water Charges</b>	<b>0.00</b>	<b>0.00</b>	<b>353,664.20</b>	<b>353,664.20</b>
<b>N 710 · Misc. Income</b>				
710-02 · Other Income	219.01	220.00	64.89	503.90
710-04 · Merchandise Sales	0.00	65.00	0.00	65.00
710-07 · Interest Income	35.40	0.00	0.00	35.40
710-08 · CERBT OPEB Reimbursement	39,983.88	0.00	0.00	39,983.88
N 710 · Misc. Income - Other	824.20	3,121.14	0.52	3,945.86
<b>Total N 710 · Misc. Income</b>	<b>41,062.49</b>	<b>3,406.14</b>	<b>65.41</b>	<b>44,534.04</b>
<b>Total Income</b>	<b>404,215.54</b>	<b>78,094.08</b>	<b>353,729.61</b>	<b>836,039.23</b>
<b>Gross Profit</b>	<b>404,215.54</b>	<b>78,094.08</b>	<b>353,729.61</b>	<b>836,039.23</b>
<b>Expense</b>				
<b>N 810 · Personnel Expenses</b>				
810-01 · Management	76,857.11	33,479.81	29,821.51	140,158.43
810-02 · Operations Personnel	0.00	-2,466.61	152,908.17	150,441.56
810-03 · Administrative Personnel	22,329.26	0.00	8,112.00	30,441.26
810-04 · Employer Payroll Taxes	7,952.28	2,935.55	15,388.31	26,276.14
810-06 · Duty Officer	0.00	300.00	0.00	300.00
810-07 · Health Insurance Premiums	23,988.30	7,093.06	30,713.88	61,795.24
810-08 · Retirement Premiums	7,728.54	7,024.44	21,743.85	36,496.83
810-09 · Unfunded Accrued Liability	30,679.08	1,695.75	1,036.17	33,411.00
810-10 · Accrued Vacation	1,436.40	857.28	9,246.50	11,540.18
810-11 · Workers Comp Insurance	-3,380.73	5,619.84	7,428.02	9,667.13
<b>Total N 810 · Personnel Expenses</b>	<b>167,590.24</b>	<b>56,539.12</b>	<b>276,398.41</b>	<b>500,527.77</b>
<b>N 830 · Dispatch &amp; Communications</b>				
830-02 · Commo Supplies	0.00	406.75	400.00	806.75
830-03 · MERA Operations	0.00	11,915.00	0.00	11,915.00
830-05 · MERA New Financing	0.00	1,121.00	0.00	1,121.00
<b>Total N 830 · Dispatch &amp; Communications</b>	<b>0.00</b>	<b>13,442.75</b>	<b>400.00</b>	<b>13,842.75</b>
<b>N 833 · Collection &amp; Treatment</b>				
833-01 · Chemicals	0.00	0.00	3,785.65	3,785.65
<b>Total N 833 · Collection &amp; Treatment</b>	<b>0.00</b>	<b>0.00</b>	<b>3,785.65</b>	<b>3,785.65</b>
<b>N 835 · Lab &amp; Monitoring</b>				
835-01 · BacT & Raw Samples	0.00	0.00	2,722.00	2,722.00
835-02 · Periodic Samples	0.00	0.00	6,474.00	6,474.00
835-03 · Lead & Copper	0.00	0.00	590.00	590.00
<b>Total N 835 · Lab &amp; Monitoring</b>	<b>0.00</b>	<b>0.00</b>	<b>9,786.00</b>	<b>9,786.00</b>

**Inverness PUD**  
**2-Profit & Loss- Month**  
**July 2021 through February 2022**

	DISTRICT	FIRE	WATER	TOTAL
<b>N 840 · Maintenance &amp; Utilities</b>				
840-01 · Equipment Maintenance	0.00	0.00	439.48	439.48
840-02 · Building Maintenance	770.00	185.23	0.00	955.23
840-03 · Grounds Maintenance	0.00	276.00	403.04	679.04
840-04 · Tank Maintenance	0.00	0.00	3,485.61	3,485.61
840-05 · Collection & Treatment Maint.	0.00	0.00	1,225.24	1,225.24
840-06 · Distribution System Maintenance	0.00	0.00	8,407.67	8,407.67
840-07 · Collection-Treatment Utilities	0.00	0.00	24,318.47	24,318.47
840-08 · Distribution System Utilities	0.00	0.00	659.45	659.45
840-09 · Firehouse Utilities	0.00	3,384.55	319.82	3,704.37
840-10 · SCADA Maintenance	0.00	0.00	4,712.00	4,712.00
<b>Total N 840 · Maintenance &amp; Utilities</b>	<b>770.00</b>	<b>3,845.78</b>	<b>43,970.78</b>	<b>48,586.56</b>
<b>N 843 · Fire Prevention</b>				
843-01 · Public Education and Awareness	0.00	181.19	0.00	181.19
<b>Total N 843 · Fire Prevention</b>	<b>0.00</b>	<b>181.19</b>	<b>0.00</b>	<b>181.19</b>
<b>N 844 · Storage &amp; Distribution</b>				
844-01 · Telemetry	0.00	0.00	1,508.96	1,508.96
844-03 · Miscellaneous	0.00	0.00	12.94	12.94
<b>Total N 844 · Storage &amp; Distribution</b>	<b>0.00</b>	<b>0.00</b>	<b>1,521.90</b>	<b>1,521.90</b>
<b>N 845 · Supplies &amp; Inventory</b>				
845-01 · Supplies and Inventory	685.00	5,057.91	11,901.93	17,644.84
845-02 · Personal Protective Equipment	0.00	846.06	0.00	846.06
845-03 · Resale Merchandise	0.00	2,360.52	0.00	2,360.52
845-04 · Uniforms	0.00	0.00	92.89	92.89
<b>Total N 845 · Supplies &amp; Inventory</b>	<b>685.00</b>	<b>8,264.49</b>	<b>11,994.82</b>	<b>20,944.31</b>
<b>N 850 · Training</b>				
850-01 · Volunteer Training	0.00	1,035.83	0.00	1,035.83
850-02 · Certification & Courses	0.00	0.00	123.03	123.03
850-03 · Volunteer Appreciation	0.00	1,500.00	0.00	1,500.00
850-04 · Volunteer Stipends	0.00	1,890.00	0.00	1,890.00
<b>Total N 850 · Training</b>	<b>0.00</b>	<b>4,425.83</b>	<b>123.03</b>	<b>4,548.86</b>
<b>N 860 · Vehicle Operations</b>				
860-01 · Gas & Oil	0.00	2,761.76	5,376.08	8,137.84
860-02 · Repairs & Service	0.00	4,170.67	2,402.10	6,572.77
<b>Total N 860 · Vehicle Operations</b>	<b>0.00</b>	<b>6,932.43</b>	<b>7,778.18</b>	<b>14,710.61</b>
<b>N 870 · Administration</b>				
870-01 · Telephone, Internet, Cable	1,970.93	400.09	862.21	3,233.23
870-02 · Dues & Publications	5,932.99	499.00	1,529.75	7,961.74
870-03 · Insurance	0.00	12,651.62	15,463.08	28,114.70
870-04 · Financial Reporting/Audit	17,435.50	0.00	0.00	17,435.50
870-05 · Office Supplies, Postage, Fees	3,292.70	339.54	853.21	4,485.45
870-06 · Bank & Payroll Charges	7,941.24	0.00	0.00	7,941.24
870-07 · Legal Expenses and Attorneys	5,107.00	40.00	960.00	6,107.00
870-08 · Board & Election Expenses	-110.45	0.00	0.00	-110.45
870-09 · Travel & Meetings	0.00	0.00	0.00	0.00
870-10 · Public Relations & Outreach	2,873.84	0.00	3,850.40	6,724.24
870-11 · Office IT Support	1,740.00	0.00	0.00	1,740.00
870-12 · Billing & Collections	0.00	0.00	6,270.66	6,270.66
870-13 · Disaster Council	0.00	2,159.17	0.00	2,159.17
870-14 · Miscellaneous	589.78	3,301.14	29.04	3,919.96
870-15 · Other Agency Assessments	1,016.54	700.00	4,653.44	6,369.98
870-16 · Property Tax Admin. Fees	4,120.76	0.00	0.00	4,120.76
<b>Total N 870 · Administration</b>	<b>51,910.83</b>	<b>20,090.56</b>	<b>34,471.79</b>	<b>106,473.18</b>
<b>Total Expense</b>	<b>220,956.07</b>	<b>113,722.15</b>	<b>390,230.56</b>	<b>724,908.78</b>
<b>Net Ordinary Income</b>	<b>183,259.47</b>	<b>-35,628.07</b>	<b>-36,500.95</b>	<b>111,130.45</b>
<b>Net Income</b>	<b>183,259.47</b>	<b>-35,628.07</b>	<b>-36,500.95</b>	<b>111,130.45</b>



**Inverness PUD**  
**Profit & Loss Budget vs. Actual**  
 July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>N 600 · Property Tax Income</b>				
600-01 · Ad Valorem Property Taxes	280,888.26	222,526.00	58,362.26	126.2%
600-02 · Special Fire Tax Assessment	42,411.27	34,200.00	8,211.27	124.0%
600-03 · Excess ERAF	79,881.20	45,000.00	34,881.20	177.5%
<b>Total N 600 · Property Tax Income</b>	405,986.84	301,726.00	104,260.84	134.6%
<b>N 650 · Other Agency Income</b>				
650-01 · TOT Revenue (Meas W) - Restrict	0.00	75,000.00	-75,000.00	0.0%
650-02 · MWPA Defensible Space Program	12,182.08	20,000.00	-7,817.92	60.9%
650-03 · MWPA Local Specific Prevention	12,182.07	20,000.00	-7,817.93	60.9%
650-04 · WMES (Burton Funds)	7,490.00	7,490.00	0.00	100.0%
<b>Total N 650 · Other Agency Income</b>	31,854.15	122,490.00	-90,635.85	26.0%
<b>N 700 · Water Charges</b>				
700-01 · Basic Charges	292,967.20	301,400.00	-8,432.80	97.2%
700-02 · Usage Charges	43,407.00	45,416.00	-2,009.00	95.6%
700-03 · Cross Connection Fees	864.00	868.00	-4.00	99.5%
700-04 · Miscellaneous Charges	1,028.50	1,332.00	-303.50	77.2%
<b>Total N 700 · Water Charges</b>	353,664.20	349,016.00	4,648.20	101.3%
<b>N 710 · Misc. Income</b>				
710-01 · Customer Work Overhead	0.00	336.00	-336.00	0.0%
710-02 · Other Income	503.90	2,128.00	-1,624.10	23.7%
710-04 · Merchandise Sales	65.00	336.00	-271.00	19.3%
710-06 · New Service Connection Fee	0.00	7,800.00	-7,800.00	0.0%
710-07 · Interest Income	35.40	3,328.00	-3,292.60	1.1%
710-08 · CERBT OPEB Reimbursement	39,983.88	29,364.00	10,619.88	136.2%
<b>Total N 710 · Misc. Income</b>	44,534.04	43,292.00	1,242.04	102.9%
<b>Total Income</b>	836,039.23	816,524.00	19,515.23	102.4%
<b>Gross Profit</b>	836,039.23	816,524.00	19,515.23	102.4%
<b>Expense</b>				
<b>N 810 · Personnel Expenses</b>				
810-01 · Management	140,158.43	241,448.00	-101,289.57	58.0%
810-02 · Operations Personnel	150,441.56	178,968.00	-28,526.44	84.1%
810-03 · Administrative Personnel	30,441.26	59,840.00	-29,398.74	50.9%
810-04 · Employer Payroll Taxes	26,276.14	36,418.64	-10,142.50	72.2%
810-05 · Fire Wages - Staff	0.00	666.64	-666.64	0.0%
810-06 · Duty Officer	300.00	3,333.36	-3,033.36	9.0%
810-07 · Health Insurance Premiums	61,795.24	99,710.00	-37,914.76	62.0%
810-08 · Retirement Premiums	36,496.83	55,028.64	-18,531.81	66.3%
810-09 · Unfunded Accrued Liability	33,411.00	32,299.00	1,112.00	103.4%
810-10 · Accrued Vacation	11,540.18	16,000.00	-4,459.82	72.1%
810-11 · Workers Comp Insurance	9,667.13	9,492.64	174.49	101.8%
810-12 · UI Benefit Charges	0.00	29,364.00	-29,364.00	0.0%
<b>Total N 810 · Personnel Expenses</b>	500,527.77	762,568.92	-262,041.15	65.6%
<b>N 830 · Dispatch &amp; Communications</b>				
830-01 · Radio/Pager Repair	0.00	333.36	-333.36	0.0%
830-02 · Commo Supplies	806.75	4,666.64	-3,859.89	17.3%
830-03 · MERA Operations	11,915.00	10,431.00	1,484.00	114.2%
830-04 · MERA Bonds	0.00	11,978.00	-11,978.00	0.0%
830-05 · MERA New Financing	1,121.00	1,121.00	0.00	100.0%
<b>Total N 830 · Dispatch &amp; Communications</b>	13,842.75	28,530.00	-14,687.25	48.5%
<b>N 833 · Collection &amp; Treatment</b>				
833-01 · Chemicals	3,785.65	3,333.36	452.29	113.6%
<b>Total N 833 · Collection &amp; Treatment</b>	3,785.65	3,333.36	452.29	113.6%
<b>N 835 · Lab &amp; Monitoring</b>				
835-01 · BacT & Raw Samples	2,722.00	3,000.00	-278.00	90.7%
835-02 · Periodic Samples	6,474.00	3,000.00	3,474.00	215.8%
835-03 · Lead & Copper	590.00	1,000.00	-410.00	59.0%
<b>Total N 835 · Lab &amp; Monitoring</b>	9,786.00	7,000.00	2,786.00	139.8%

**Inverness PUD**  
**Profit & Loss Budget vs. Actual**  
 July 2021 through February 2022

	Jul '21 - Feb 22	Budget	\$ Over Budget	% of Budget
<b>N 840 · Maintenance &amp; Utilities</b>				
840-01 · Equipment Maintenance	439.48	1,666.64	-1,227.16	26.4%
840-02 · Building Maintenance	955.23	4,666.72	-3,711.49	20.5%
840-03 · Grounds Maintenance	679.04	666.64	12.40	101.9%
840-04 · Tank Maintenance	3,485.61	3,800.00	-314.39	91.7%
840-05 · Collection & Treatment Maint.	1,225.24	6,666.64	-5,441.40	18.4%
840-06 · Distribution System Maintenance	8,407.67	4,666.64	3,741.03	180.2%
840-07 · Collection-Treatment Utilities	24,318.47	24,666.64	-348.17	98.6%
840-08 · Distribution System Utilities	659.45	1,000.00	-340.55	65.9%
840-09 · Firehouse Utilities	3,704.37	3,466.64	237.73	106.9%
840-10 · SCADA Maintenance	4,712.00	2,666.64	2,045.36	176.7%
<b>Total N 840 · Maintenance &amp; Utilities</b>	<b>48,586.56</b>	<b>53,933.20</b>	<b>-5,346.64</b>	<b>90.1%</b>
<b>N 843 · Fire Prevention</b>				
843-01 · Public Education and Awareness	181.19	333.36	-152.17	54.4%
843-03 · MWPA Defensible Space	0.00	10,000.00	-10,000.00	0.0%
843-04 · MWPA Local Projects	0.00	10,000.00	-10,000.00	0.0%
<b>Total N 843 · Fire Prevention</b>	<b>181.19</b>	<b>20,333.36</b>	<b>-20,152.17</b>	<b>0.9%</b>
<b>N 844 · Storage &amp; Distribution</b>				
844-01 · Telemetry	1,508.96	1,933.36	-424.40	78.0%
844-02 · Cross Connection Maint.	0.00	1,200.00	-1,200.00	0.0%
844-03 · Miscellaneous	12.94	2,000.00	-1,987.06	0.6%
<b>Total N 844 · Storage &amp; Distribution</b>	<b>1,521.90</b>	<b>5,133.36</b>	<b>-3,611.46</b>	<b>29.6%</b>
<b>N 845 · Supplies &amp; Inventory</b>				
845-01 · Supplies and Inventory	17,644.84	10,333.28	7,311.56	170.8%
845-02 · Personal Protective Equipment	846.06	5,526.72	-4,680.66	15.3%
845-03 · Resale Merchandise	2,360.52	3,000.00	-639.48	78.7%
845-04 · Uniforms	92.89	1,000.00	-907.11	9.3%
<b>Total N 845 · Supplies &amp; Inventory</b>	<b>20,944.31</b>	<b>19,860.00</b>	<b>1,084.31</b>	<b>105.5%</b>
<b>N 850 · Training</b>				
850-01 · Volunteer Training	1,035.83	1,666.64	-630.81	62.2%
850-02 · Certification & Courses	123.03	3,000.00	-2,876.97	4.1%
850-03 · Volunteer Appreciation	1,500.00	2,000.00	-500.00	75.0%
850-04 · Volunteer Stipends	1,890.00	2,000.00	-110.00	94.5%
850-05 · Workers Compensation Insurance	0.00	3,082.00	-3,082.00	0.0%
<b>Total N 850 · Training</b>	<b>4,548.86</b>	<b>11,748.64</b>	<b>-7,199.78</b>	<b>38.7%</b>
<b>N 860 · Vehicle Operations</b>				
860-01 · Gas & Oil	8,137.84	6,666.72	1,471.12	122.1%
860-02 · Repairs & Service	6,572.77	4,000.00	2,572.77	164.3%
<b>Total N 860 · Vehicle Operations</b>	<b>14,710.61</b>	<b>10,666.72</b>	<b>4,043.89</b>	<b>137.9%</b>
<b>N 870 · Administration</b>				
870-01 · Telephone, Internet, Cable	3,233.23	3,200.00	33.23	101.0%
870-02 · Dues & Publications	7,961.74	3,866.64	4,095.10	205.9%
870-03 · Insurance	28,114.70	28,327.00	-212.30	99.3%
870-04 · Financial Reporting/Audit	17,435.50	16,300.02	1,135.48	107.0%
870-05 · Office Supplies, Postage, Fees	4,485.45	3,333.36	1,152.09	134.6%
870-06 · Bank & Payroll Charges	7,941.24	7,333.36	607.88	108.3%
870-07 · Legal Expenses and Attorneys	6,107.00	9,333.36	-3,226.36	65.4%
870-08 · Board & Election Expenses	-110.45	533.36	-643.81	-20.7%
870-09 · Travel & Meetings	0.00	1,666.64	-1,666.64	0.0%
870-10 · Public Relations & Outreach	6,724.24	3,333.36	3,390.88	201.7%
870-11 · Office IT Support	1,740.00	1,466.64	273.36	118.6%
870-12 · Billing & Collections	6,270.66	6,000.00	270.66	104.5%
870-13 · Disaster Council	2,159.17	2,400.00	-240.83	90.0%
870-14 · Miscellaneous	3,919.96	91.40	3,828.56	4,288.8%
870-15 · Other Agency Assessments	6,369.98	4,522.64	1,847.34	140.8%
870-16 · Property Tax Admin. Fees	4,120.76	3,800.00	320.76	108.4%
<b>Total N 870 · Administration</b>	<b>106,473.18</b>	<b>95,507.78</b>	<b>10,965.40</b>	<b>111.5%</b>
<b>Total Expense</b>	<b>724,908.78</b>	<b>1,018,615.34</b>	<b>-293,706.56</b>	<b>71.2%</b>
<b>Net Ordinary Income</b>	<b>111,130.45</b>	<b>-202,091.34</b>	<b>313,221.79</b>	<b>-55.0%</b>
<b>Net Income</b>	<b>111,130.45</b>	<b>-202,091.34</b>	<b>313,221.79</b>	<b>-55.0%</b>



**From:** [Sullivan, Kellie](#)  
**To:** [gkrakauer@bolinasfire.org](mailto:gkrakauer@bolinasfire.org); [Wade Holland](#); [info](#); [Jim Fox](#); [Eric Cutler \(ericcutler@yahoo.com\)](mailto:ericcutler@yahoo.com); [chris@muirbeachfire.com](mailto:chris@muirbeachfire.com); [Jesse Peri](#); [Shelley Redding](#); [Kent Grady](#); "Sarah Folsom"; "Isaac Taylor"  
**Cc:** [Nilsen, Joan](#)  
**Subject:** Measure W TOT Tax Distribution | Funds received 01/01/2021-06/30/2021  
**Date:** Thursday, March 17, 2022 11:28:21 AM

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Hello!

Thank you for your patience as I learn this process. Below is a chart of the revenues received for the period of Jan 1, 2021 through June 30, 2021, and the distribution to the participating agencies. I will have the figures for the July 1, 2021 – Dec 31, 2021 shortly

2nd half Rev	\$(354,077.46)
2nd Half Int	\$ (558.69)
Gross revenue	\$(354,636.15)
Admin fee	\$ 17,731.81
2nd Half For distribution	\$(336,904.34)

	Vendor#		Adj from prior year	2nd half FY20-21 Allocation	TOTAL
County		38%	\$ 1,924.20	\$128,023.65	\$129,947.85
Bolinas	6439	17%	\$ 860.90	\$ 57,273.74	\$ 58,134.64
Inverness	6668	14%	\$ 708.87	\$ 47,166.61	\$ 47,875.48
Muir Beach CSD	7108	8%	\$ 404.78	\$ 26,952.35	\$ 27,357.13
Nicasio	4723	4%	\$ 202.40	\$ 13,476.17	\$ 13,678.57
Stinson beach	6434	17%	\$ 860.90	\$ 57,273.74	\$ 58,134.64
Tomales	8133	2%	\$ 101.69	\$ 6,738.09	\$ 6,839.78
				\$336,904.34	\$341,968.09

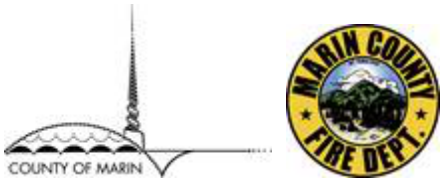
Kellie Sullivan  
 ADMINISTRATIVE SERVICES MANAGER

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# Meeting Notes

## MWPA Coastal Zone

Anne Crealock (MWPA), Jordan Reeser & Gavin Albertoli (MCFD), Jim Fox & Shelley Redding (IPUD), Chris Gove (MBFD), Steve Marcotte (BFD), Daniel Blair (SBFD), Caitlin and Tania (Panorama)  
[Name 2]

### Discussion

1. Regulatory challenges for environmental work (evacuation routes, etc.), Coastal Act applies. Discussion about reaching out to other counties with Coastal Zone Wildfire Vegetation Projects. San Mateo County developed Public Works Plan (PWP) that then streamlined their projects.
2. Panorama suggests a Regional PWP would be the best approach, with a scope of large projects for the Coastal Zone.
3. MWPA is more visible and that creates challenges.
4. Panorama has explored wide areas of regulations and no exemptions exist and State and Federal laws conflict with each other.
5. NPS already has Consistency Determination on Coastal Plan with NEPA.

### Roundtable

1. Proposed projects other than evacuation route clearing
2. Coordinate with State Parks and NPS for other projects
3. Entities with CalTRANS maintained roads can submit a wish list for road maintenance

Next steps are to identify projects that can be done to as a Region-Wide project. Model the plan used by San Mateo County to get the projects approved by Coastal Commission.

## MWPA Ops Committee 3-15-22



Proposal	Description	Rough Cost
Environmental compliance for core projects	To simplify environmental compliance, 10% of core budget into one "bucket" for environmental compliance for core projects	\$1-1.2M
Coastal Zone PWP	Streamlining environmental compliance in the coastal zone	TBD
Risk Reduction Tracking	Measuring success for our projects in reducing risk (particularly veg)	TBD
Fire Detection camera coordination	Coordination and data management for fire cameras	\$ 60,000
Evacuation Risk Assessment	Study of barriers to safe evacuation, total cost is	TBD
Zonehaven subscription	Subscription, ongoing/annual expense	\$ 80,000
Public education	video shorts, workshops, written education materials, support for Firewise communities, bilingual outreach, Adapt Campaign, Ember Stomp Festival.	\$600,000-700,000
Public education metrics	TBD	TBD

## MWPA Ops Committee 3-15-22



Proposal	Description	Rough Cost
UCCE / Marin Master Gardeners position (year 2)	homeowner and landscape professional education to achieve defensible space.	\$ 126,095
Regional WF-Disaster Preparedness Coordinator	coordination and support of the many Neighborhood Response Groups reducing redundancy and ensuring consistent application and methods throughout the JPA service area	\$ 43,000
Defensible Space Inspection app subscription and ongoing staffing	Support continued use of, and maintenance of, FireAside Defensible Space Inspection application (\$155,000), reporting, data management	\$ 155,000
Grant Programs and staff to support	Resident grants specialist (part-time) and funds for residents. Last year was \$500,000 for both. This year, the amount will be higher.	TBD
Direct Assistance and staff to support	Direct assistance for low-income residents and VMS (\$111K) to support, FIRE Foundry?	TBD
Chipper Program and staff to support	Contractors up 10%, includes staff, FireAside, crews, crew technology, last year was \$1.15M, will be a little higher.	TBD (approx. \$1.25M?)



## **NEXT GENERATION PROJECT** **February 2022 Governing Board UPDATE:**

- **Project Schedule**

MERA staff and Motorola continue to work on a revised project schedule. This revised schedule will recognize project delays resulting from design issues over the past year that we estimate at an approximate 9-month delay over the most recent schedule. Key dates to note from the latest draft are:

- |                                  |                    |
|----------------------------------|--------------------|
| - Site Construction Complete     | September 28, 2023 |
| - Complete Motorola Installation | December 1, 2023   |
| - End User Cutover               | August 9, 2024     |
| - Final System Acceptance        | December 18, 2024  |

- **MERA Project Management Plan**

The Project Management Plan is intended to document the history of the Next Gen System Project, Project Implementation Team Organization, their goals and objectives, the systems and procedures they will use, and to provide guidance and structure for the management of the MERA next Gen Project. In addition, this plan will provide historical reference for MERA use in future projects, such as Gen III.

- **Connectivity**

Motorola is currently reviewing MERA's draft plan for connectivity and addressing technical requirements. Once completed, details will be provided to members regarding secure internet connections to support Dispatch Centers, Fire Stations for Fire Station Alerting and member sites for Wi-Fi programming of Next Gen Radios.

- **Site Construction**

Bid Package 1 – awarded to Fidato

Coring is taking place at Barnabe the week of February 14<sup>th</sup>, 2022. All three sites nearing completion of the construction phase.

Bid Package 1A – awarded to Fidato

Site work continues with Motorola getting access to sites to install equipment in the near future.

Bid Package 2 -

Scheduled for Governing Board approval to release the bid on 02/23/22.

Questions? Contact Deputy Executive Officer for the Next Gen System David Jeffries at [dave@jeffriespsc.com](mailto:dave@jeffriespsc.com).

### **MARIN EMERGENCY RADIO AUTHORITY**

c/o Town of Corte Madera  
300 Tamalpais Drive  
Corte Madera, CA 94925  
Phone: 415.927.5050  
[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)





*Inverness Public Utility District*

## **Board Agenda Item Staff Report**

Subject: Marin County LAFCo West Marin Municipal Service Review  
Meeting Date: March 23, 2022  
Date Prepared: March 17, 2022  
Prepared by: Shelley Redding, Administrator  
Attachments: <https://www.marinlafco.org/files/745de64cc/West+Marin+MSR+PUB-LIC+DRAFT.pdf>

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### **Recommended Action: Informational Purposes**

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The Marin LAFCo has released the public draft of their West Marin Regional Municipal Services review before a public hearing scheduled for April 14<sup>th</sup> at 7pm. Public comments will remain open until Friday, April 29, 2022. Final approval is scheduled for their June meeting.

The Inverness Public Utility District Staff participated in a review and edit process of the document with LAFCo staff.

In the draft provided in the link above, the Inverness Public Utility District did not have any direct Determinations, however on page 18, Item 7, they did mention the District regarding the overlapping jurisdictions with North Marin Water District and their recommendation to work with the commission to address the jurisdictional issues.

The summary of the Inverness Public Utility District is located on page 95.

Staff recommends that the Board of Directors review the document.

**From:** [Inverness Public Utility District](#)  
**To:** [info](#)  
**Subject:** 2022 Chipper Days Information and Registration  
**Date:** Tuesday, March 8, 2022 1:22:12 PM

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## Sponsored by the MWPA and FIRESafe Marin



*Chipper Days Announcement with a picture of a wood chipper.*

**To Register and Reserve a Spot go to: ,**  
**<https://www.chipperday.com/marin>**

**For more information Click on the link below:**

[Download 2022 Chipper Day one-pager - long version.pdf](#)

Inverness Public Utility District  
PO Box 469, Inverness, CA, 94937

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**From:** [Inverness Public Utility District](#)  
**To:** [Shelley Redding](#)  
**Subject:** IPUD Pushes Back on 186 New Homes in Inverness  
**Date:** Monday, March 14, 2022 9:10:29 AM

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## **IPUD Pushes Back on 186 New Homes in Inverness**

Marin County released in late January a consultant-produced list of hundreds of candidate sites in the unincorporated areas of the County that could potentially be rezoned to accommodate 6,332 new units of housing, as part of the County's State-mandated obligation to create new housing.

It quickly caught our eye that 18 of the sites were within the Inverness Public Utility District, and they included the Post Office/Saltwater complex, the Inverness Store, Vladimir's, the Yacht Club, and the Cottages at Point Reyes Seashore. Eleven of the sites were existing residences – 10 of them on Balmoral Way, a narrow, unpaved, dead-end lane off Argyle St.

The report projected that the 18 sites in Inverness could be sliced and diced to support 186 new housing units -- 148 at moderate income level and 38 at above-moderate income (but none for very-low or low income occupants).

The Inverness Water System currently serves 490 active residential water meters, so 186 new residences would present a challenging increase of 38%.

IPUD's staff dived into a feasibility and constraints analysis of the 18 proposed sites, which we submitted to the County's consultants in February.

We found that 36 of the projected units would be on the Bay side of Sir Francis Drake Blvd. (the sites of the Inverness Store, Dixon Marine Services, and the Inverness Yacht Club), where the Coastal Commission does not permit new development or substantial redevelopment. The Coastal Commission could also be expected to object to 122 units that would convert current visitor-serving uses to residential use. As many as 124 units would likely be constrained by Streamside Conservation Area setbacks or the Tidelands zone. Locations within the village's downtown Historic district would affect 36 units.

Currently, all 186 units would require Coastal permits and Design Review. Certainly not to be overlooked is that all the units would require on-site septic systems – a major constraint!

The District also pointed out that after much of the Water System was wiped out by the flooding and mudflows of January 4, 1982, the design for the rebuild of the Water System was set on the basis of a study conducted jointly by the District, the County's Community Development Agency, and the Inverness Association. The result was that the Water System was "sized" to serve 600 "residential unit equivalents" (RUEs). There were 528 RUEs at the time; today, we have 611 active RUEs, plus current commitments to provide service to a total of 625 RUEs. Or, 25 RUEs above design capacity.

Improvements over the years in operational efficiency coupled with significant reductions in leakage (both on the customer side and the System side) have provided leeway to exceed the 600-RUEs limit by some margin – but not nearly enough for 186 new houses!

**We are able to report today that our voice seems to have been heard.** On March 8, the County released an updated list of candidate sites. Ten of the original 18 sites in the IPUD disappeared entirely from the list, and the remaining eight sites were tagged for just 27 units of housing: 13 in the moderate income category and 14 at the above-moderate level.

The 13 moderate level units would be built on a county-owned, approximately 1-acre parcel on Sir Francis Drake Blvd. west of the Camino del Mar turnoff. The 14 above-moderate units anticipate redevelopment of seven existing homes on Balmoral Way to multiple units (really!).

Our expectation is that none of the new units on Balmoral will ever materialize, and the site on Sir Francis Drake will accommodate at best no more than half a dozen units (if that!).

The County's current list (which pares the original 6,332 units Countywide down to 4,356 units) will be the subject of a public hearing before the Board of Supervisors at 5 p.m. on Tuesday, March 15.

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## [County Housing Candidate Sites and IPUD Water System Overview](#)

[Read more](#)

Inverness Public Utility District  
PO Box 469, Inverness, CA, 94937

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**From:** [Shelley Redding](#)  
**To:** [Jim Fox](#); [Wade Holland](#)  
**Subject:** Responses from Mondays "IPUD Pushes Back" E-Blast  
**Date:** Tuesday, March 15, 2022 9:32:00 AM

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Thanks for the good news and great work. In Mill Valley they are doing the same thing all pushed by abag (?) and supporting the corrupt politicians who know we live in the equivalent of a desert. Chuck Ziegler 40 Argyle

Outstanding work, IPUD! Thank you for your diligence and stewardship.

Grateful-

Kelley Berg

Woodhaven Road

Thanks for the update. I know that at least one board member of the Inverness Association met with Dennis Rodoni on this matter with similar observations and objections.

Shelley,

Thanks to staff and board members for your response to the so far outrageous proposals for more housing in Inverness. I suggest the County ask for a refund from the so called consultants.

Michael (McEneany)

Shelley,

Thank you! Your report makes it clear the new homes are not feasible. We appreciate your efforts to educate the county and care for our community.

Mairi & Dom

Thanks for your good work. And perseverance in the face of stupidity.

Francine

Thanks for your good work. And perseverance in the face of stupidity.

Francine

Well done IPUD!! Thanks for that fast response to a poorly thought out plan by the county!

Cindy Cuevas

390 Aberdeen Way

TO ALL MY FRIENDS AT IPUD / FIRE.

FINALLY AND AT LONG LAST, SOMEBODY IS USING THERE FREAK'N HEAD.

THANK YOU FOR A GREAT RESPONSE .

BEST,

J. T. FINCH

Thanks IPUD for this essential information. I will attend the BoS meeting tomorrow to address the water, septic, and coastal building issues. I am grateful for these details to add to my statement.

Kind regards,

Margo Wixsom

Good job, IPUD!!!  
Kathleen Campbell  
415 509 2949

Good job, IPUD!!!  
Kathleen Campbell  
Lower Seahaven  
And San Francisco  
415 509 2949

Has anyone thought to just eliminate all the air B&B units and make them into real rental units. (I have heard that we have around 600 in Inverness and Point Reyes). Some are separate “cottages” some are a full home (the one next to me has two separate buildings each could be a rental) and some could have ADU (accessory dwelling units)—owners could be given a subsidy if they were rented below market. This would help the community be a community again (homes for teachers, people who work in the park at our vet hospital etc. etc.) and would not have to have all of the costs of reviews, designs septic units and just building new units. Why is this not mentioned. Other communities have eliminated short term rentals—it is time we did the same.

Molly Prier

Great job IPUD! This is what the County gets with a list put together by a consultant group that doesn't have a clue and apparently didnt' bother to CONSULT with local people who do! I do hope our community will try to push to designate any housing that's buit as AFFORDABLE to our local workforce!

Susan Scott

Shelley Redding  
Administrator  
Inverness Public Utility District

P.O. Box 469  
Inverness, CA 94937  
415-669-1414  
Shelley.redding@invernesspubd.org



Inverness Public Utility District  
Board Meeting March 23, 2022

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# Agenda Item No. 5

## **Water System Report**

**February 2022**  
**Water System Report**





**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

**FEBRUARY 2022 - WATER SYSTEM REPORT**

**End of February Stream-Flows**

End of February Statistics	Feb. 2022	Feb. 2021	DIVERSION	FEBRUARY GPM	2022 GPD	Feb. 2021 GPM
<b>RAINFALL @ F1</b>	Recorded at F1	(@ F1)	D1	20	57,600	7½
Monthly total (in inches) 0.87"	0.87"	2.72"	D2	27	54,720	15
For Year 7/1//2021 -> thru Feb 2022	24.05"	12.91"	D3	26	61,920	12½
Avg. yearly since 1925 (inches)	37.32"	37.57"	D4	42	100,800	10
<b>*Comparative EofM Streamflow</b>	<b>Dec. 2021</b>	<b>Jan. 2022</b>	D5	43	131,040	22½
*upper diversions total gpd ->	1,404,000	655,200	D6	40	144,000	21
Nov2020> Nov21(gpm)112; 155;110; 102½,68;53½;55;40;40;43;251;165	975 gpm	455 gpm	D7	40	69,120	17½
<b>MONTHLY PRODUCTION Trends:</b>	<b>Dec 2021</b>	<b>Nov 2021</b>	D8	@ 17	36,000	4
<b>Jan 2021: 1,327,600 gal</b>	1,295,300 gal	1,270,800	<b>TOTALS--</b>	<b>255</b>	<b>367,200</b>	<b>110 gpm</b>
<b>42,826</b> Avg. gallons per day <b>29.7</b> Average gpm	41,784 gal 29.0 gpm	42,360 gal 29.4 gpm	<b>F E B R U A R Y</b>			
<b>SOURCES USED</b>	( Feb 2022 )	( Jan 2021 )	<b>USE BY</b>	<b>ZONE</b>	<b>2022</b>	<b>2021</b>
1 <sup>st</sup> Valley High Intakes (D 3,2)	70 %	51 %	Colby -	691,000 ++	50 %	32.4 %
2 <sup>nd</sup> Valley High Intakes (D 6)	13 %	31 %	Tenney -	438,900 +	38 %	46.1%
3 <sup>rd</sup> Valley Intakes (D 7)	17 %	18 %	Conner +	50,400 --	2 %	1.8 %
1st Valley lower intake	0 %	nil %	Stockstill -	142,300 +	10 %	12.3 %
2 <sup>nd</sup> Valley lower (L2 )	0 %	0 %	Sea Haven	85,800--	6%	7.4 %
Wells (W1, W3,W4)	nil %	nil%	TOTAL Prod	<b>1,384,600+</b>	100 %	100.0 %
TOTAL	100 %	100.0 %				

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

**FEBRUARY PRODUCTION 49,450 gal/day => 34.3 gpm**

Note that the daily usage increased from previous months

**Water Quality**

All sources Ultra and Nano filtered; chlorine and turbidity correct continuously; no positive coliform bacteria samples from distribution sample grabs. Samples of distribution water tested twice monthly and influent raw water are being collected once a month for lab analysis of coliform content. Average CL<sub>2</sub> dose at F1→ 0.54 parts per million (ppm); F3→ >@0.80 ppm

**Major Activities**

- Monthly reports sent to CA RWQCB
- F1: Both Nano Units cleaned (CIP). Ultra Unit A pinned Ultra A suspect filaments on all 6 modules
- F3: Cleaned Nano Unit (CIP). Faulty water heater sent to manufacturer. Clearwell level replaced with new float switch
- Second Valley trail improvement work. Rusting section of pipe replaced
- Continued work on water bars and brush clearing of watershed roads
- New Tenney Tank #2 foundation poured.
- Streamflows still dropping due to lack of rain, but flows remain adequate for now
- All customer meters read, 1 large leak found while reading. Smaller leaks
- State Health department tour and inspection of water system

*Kenneth J Fox*



## Water Customer Accounts Receivable Totals, January/February 2022

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

Current balances (from bills sent out on December 23)	96,063.00
Past-due balances (6.16%)	<u>6,306.60</u>
<b>Total Accounts Receivable balance on Jan. 1, 2022:</b>	<b><u>102,369.60</u></b>
- During Jan/Feb, we received the following **payments** from our customers:

Electronic payments:	68,090.70	(69.7%)
Payments by check:	<u>29,664.20</u>	(30.3%)
<b>Total payments received:</b>		<b>- 97,754.90</b>
- During Jan/Feb, we posted the following **charges** to our customers' accounts:

Write-offs:	--	
Adjustments:	--	
Basic charges (future):	76,987.50	(516 Basic charges billed 2/24 for <u>Mar/Apr</u> *)
Drought surcharges (future):	15,397.50	(516 Drought surcharges billed 2/24 for <u>Mar/Apr</u> *)
X-C charges (future):	216.00	(18 Cross-Connection charges billed 2/24 for <u>Mar/Apr</u> )
Usage charges:	14,532.00	(Usage charges billed 2/24 for 12/18/21 to 2/18/22 <sup>†</sup> )
Misc. charges:	275.00	
Refused payments:	--	
Refunds:	<u>302.97</u>	(3 closed account credit balance refunds)
<b>Total charges posted:</b>		<b>+ 107,196.73</b>
- Thus, the Accounts Receivable balance on February 28 (the end of the period) was: **112,325.67**  
(of which 4.56%, or \$5,120.67, was past due)

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\* Bimonthly Fixed Charges (for Mar/Apr): 512 customers @ \$180.00; 1 Lifeline customer at \$90.00; 3 Lifeline customers at \$45.00; 1 suspended customer at \$0.00

<sup>†</sup> Total billed usage was \$14,779.00, less two credits totaling \$247.00 (1 for prior-period leak adjustment; 1 for prior-period meter read error).

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### Reconciliation with BofA checking account:

There were no deposits in transit on 2/28/2022. Thus, the A/R balance on the District's books as of 2/28 should also be \$112,325.67.

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**Scheduled ACH receipts: \$50,430.00 on March 17, 2022 (from 271 customers, which is 52.2% of the total of 516 billed customers).**

**A temporary security debit to IPUD's checking account in the amount of \$50,430.00 will be made on or about March 15, 2022 (subject to adjustments).**

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**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: Jan/Feb 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  
Board Meeting March 23, 2022

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# Agenda Item No. 6

## **Fire Department Report**

January 2022

February 2022

# FIRE DEPARTMENT REPORT

## January 2022

### INCIDENTS:

<i>#</i>	<i>Date</i>	
#22-001	1-02	<b>EMS @ 122 Laurel Ave</b> for heart problem. M-94 transport to KTL.
#22-002	1-07	<b>Tree Down @ 10 Inverness Way.</b> Dropline broken at transformer.
** #22-003	1-09	<b>EMS @ 40 Callendar Way</b> for a fall from a bike.
** #22-004	1-16	<b>Vehicle Accident @ 1300 Hwy 1.</b> Cancelled en route.
** #22-005	1-17	<b>Structure fire @ 11470 ?*?*?*</b> . Cancelled en route.
#22-006	1-19	<b>EMS @ 150 Camino Del Mar</b> for dizziness. M-94 transport to KTL.
#22-007	1-21	<b>EMS @ 12810 Sir Francis Drake Blvd</b> for cardiac arrest. Confirmed 1055.
#22-008	1-30	<b>Fire alarm @ 231 Keith Way.</b> Cancelled per alarm company.

### TRAININGS:

No trainings due to Omicron surge.

### ACTIVITIES AND MAINTENANCE:

1. TK

### PERSONNEL:

Mike Meszaros, Jim Fox, Ken Fox, Tom Fox, Burton Eubank, Brian Cassel, Jeff McBeth, Tim Olson, Dennis Holton, Brett Miller, Roy Pitts, David Briggs, John Roche, David Wright, Nikki Spencer, Michael Duncan, Greg Eastman, Celine Bennett, Jay Borodic, Fiona Pettigrew, Liam Riley, David Thompson, Jack von Thaeer

**Jim Fox, Chief**

# FIRE DEPARTMENT REPORT

## February 2022

### INCIDENTS:

#	Date	
#22-009	2-03	<b>Vehicle Accident @</b> 12217 Sir Francis Drake Blvd. Vehicle into pole, wires down.
#22-010	2-03	<b>EMS @</b> 12785 Sir Francis Drake Blvd for a fall. M-18 code 2 to KTL.
#22-011	2-05	<b>Vehicle Accident @</b> Pt Reyes Petaluma/Platform Bride. Cancelled en route.
#22-012	2-05	<b>Odor Investigation @</b> 30 Via de la Vista. Faint smell. No hazard found.
**#22-013	2-09	<b>Vehicle accident @</b> Vehicle stuck.
**#22-014	2-10	<b>Wires down @</b> Vision and Mount Vision. Not energized, no hazard. Did extra clearing.
**#22-015	2-10	<b>Structure fire @</b> 18500 Shoreline (Marconi Conference Cntr). Small fire extinguished.
#22-016	2-13	<b>Fire alarm @</b> 545 Vision Rd. False alarm.
**#22-017	2-14	<b>Vehicle Accident @</b> 17800 Sir Francis Drake Blvd.
**#22-018	---	???
#22-019	2-17	<b>Structure fire @</b> 2351 Bear Valley Rd. Cancelled. Small electrical outlet fire.
#22-020	2-19	<b>Medical alarm @</b> 385 Aberdeen. Accidental activation.
**#22-021	2-19	<b>Alarm @</b> 2350 Bear Valley. Cancelled
**#22-022	2-20	<b>EMS Mutual Aid @</b> Inverness store for a landing zone. Cancelled.
#22-023	2-24	<b>Vehicle accident @</b> 10294 Pt Reyes/Petaluma. Cancelled.
#22-024	---	???
#22-025	2-26	<b>Vehicle accident @</b> 12555 Sir Francis Drake Blvd. Patient self extricated.
**#22-026	2-26	<b>Vehicle accident @</b> Hwy 1 and SFD. Motorcycle down.

### TRAININGS:

No trainings due to Omicron surge.

### ACTIVITIES AND MAINTENANCE:

1. TK

### PERSONNEL:

Mike Meszaros, Jim Fox, Ken Fox, Tom Fox, Burton Eubank, Brian Cassel, Jeff McBeth, Tim Olson, Dennis Holton, Brett Miller, Roy Pitts, David Briggs, John Roche, David Wright, Nikki Spencer, Michael Duncan, Greg Eastman, Celine Bennett, Jay Borodic, Fiona Pettigrew, Liam Riley, David Thompson, Jack von Thaeer

**Jim Fox, Chief**



Inverness Public Utility District  
Board Meeting March 23, 2022

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## Agenda Item No. 7

**Affirm Intent To Keep Water Shortage Emergency  
Restrictions in Effect.**



## **Board Agenda Item Staff Report**

Subject: Affirm intent to keep Water Shortage Emergency restrictions in effect  
Meeting Date: March 23, 2022  
Date Prepared: March 18, 2022  
Prepared by: Wade B. Holland, Customer Services Manager  
Attachments: Staff report entitled "State of the Water Shortage Emergency" prepared for the February 23 Board meeting

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**Recommended Action: Adopt motion to "Affirm that all Stage 1 and Stage 2 water usage restrictions adopted pursuant to the Water Shortage Emergency declared on July 22, 2020, remain in effect at this time."**

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Last month staff provided the Board with a detailed report on the status of the Water Shortage Emergency that has been in effect since July 2020 (a copy of that report is attached on the next two pages of this staff report). It was recommended in February that the Board revisit the matter at today's meeting, because in February there was still hope that rainfall such as we normally expect to receive at this time of year would materialize.

Unfortunately, instead of the situation improving over the past month, the outlook for a break in the drought looks even more ominous today than it did a month ago.

### **RAINFALL**

While total rainfall so far (as of Friday, March 19) for the 2021/22 rainfall year stands at 26.42 inches, almost all that rain fell early in the rainfall period, and historically early-year rainfall, as we noted in last month's report, typically does not ensure ample supplies the falling summer and fall, especially when the amount of rain that falls in the subsequent January-June period is below normal. That is exactly the situation we appear to be in this year: Of the total 26.42 inches received so far this rainfall year, 94% of it (24.77 inches), fell before January 1. Even more ominous is that rain since the first week in January (beginning January 8) tallies only 0.8 inches. Since January 7, we've received very small amounts (in the range of hundredths of an inch) on six separate dates, spread out over the 68-day period,

Normally, we would expect to receive 15.61 inches between January 8 and March 19, so the 0.8 inches we've received during that period this year represents just 5.1% of the norm.

### **STREAMFLOWS**

We also have to factor in the situation with the streamflows, which ultimately constitute the critical metric for our water system. As we noted last month, streamflows on December 31 were at a very high 1,404,000 gallons per day. However, by the end of February the streamflows had plunged by 74%, to 367,300 gallons per day – an average drop of 17,573 gallons per day (and barely over a third of the 1,000,000-gallons-per-day benchmark we look for on or after the end of February).

### **SUMMATION**

With the passing of each day, the prospect for a "bailout" series of rainfall events diminishes. The 91-year average rainfall from March 20 through the end of the rainfall year is only 5.81 inches, so even if a "normal" rainfall pattern should return suddenly, it's unlikely it would make much of a difference. Add in the ominously precipitate drop in the streamflows since early January, and we cannot escape a profound concern that our water shortage situation this coming summer and fall is likely to be at least as challenging as it was last year, and more likely will be much more severe.

Under these circumstances, staff believes it is imperative to provide our customers and the town with an early “official” warning about our current best assessment of the outlook for this year’s approaching dry season by adopting the motion provided above.

*Attachment*

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Subject: **State of the Water Shortage Emergency**  
Meeting Date: February 23, 2022  
Date Prepared: February 18, 2022  
Prepared by: Wade B. Holland, Customer Services Manager  
Attachments: Stage 1 and Stage 2 water usage restrictions that are in effect currently, pursuant to the Water Shortage Emergency declared on July 22, 2020

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**Recommended Action: Do not relax water usage restrictions at this time, but revisit the issue at the March 23 Board meeting**

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1. Many water systems are currently relaxing or scaling back the restrictions on water usage that they have had in effect as a result of the drought of the past two years. Typically, these systems rely on storage reservoirs, and they saw their nearly-empty reservoirs come close to filling up during October, November, and December when unseasonably heavy rains occurred in Northern California. As a result, most such systems now have enough water in their reservoirs to get through 2022 even if the drought continues through this year.
2. Our situation is quite different because we are a surface-water system that does not have any reservoirs. This means we are totally dependent each day on the water that is flowing that day in the streams that drain our small (approx. 600-acre) watershed on the eastern slope of the Inverness Ridge. If the drought continues through the spring, summer, and fall of 2022, we will almost surely see dramatic decreases in the amount of water flowing in our source streams. And we won’t have any reservoir-stored water to draw on when we reach the point where streamflows become inadequate to satisfy customer demand.
3. We already experienced this scenario in 2021. Based on historic data, our customer demand in the late summer and early fall period averages 84,760 gallons per day. As we entered this typically high-demand, low-availability period last year, our streams were providing us with only 57,600 gallons per day – and they were falling day by day. We survived because we already had a Water Shortage Emergency in effect, your Board on August 2 banned use of irrigation systems, and our customers responded to the emergency with flying colors. That normal-year demand for the period of 84,760 gallons per day dropped by an astonishing 55% to a daily average of 38,257 gallons.
4. The unexpected rains started on October 17, and measurable rainfall was recorded on 47 of the next 83 days; by the end of the first week in January, total rainfall in Inverness since July 1 had reached 25.62 inches (normal for the period is 15.9 inches). One result of this high rainfall at the end of 2021 was that our streams were flowing at the end of December at a rate of 1.4 million gallons per day.
5. We discovered anecdotally a number of years ago that when streamflows measure at least 1,000,000 gallons per day at any time on or after the end of February, the streamflows at the end of the following October will still be adequate to easily satisfy customer demand (it was determined statistically that the average normal-year streamflows for October 31 are 209,000 gallons per day). Put another way, we never have had a water shortage problem when our streams hit the 1,000,000-gpd mark on or after the end of February.

6. We wondered if hitting 1 million gpd on December 31 could also be relied on to get us through to the following October. When we ran this data, we discovered—counterintuitively—that in two-thirds of the years when streamflows approached or exceeded 1 million gpd on December 31, the following October’s streamflows were BELOW normal. This tends to validate our long-held suspicion that rain that falls during July-December (the first half of the rainfall year) is largely irrelevant to the streamflows by the following fall. Moreover, in all but one case in which 1 million gpd on December 31 translated to below average streamflow the following October 31, there was significantly below average rainfall during January to June following the high December streamflow reading.
7. This leads us to conclude that streamflows adequacy in the late summer and early fall is very highly dependent on the amount of rain that falls during the preceding January-June. This conclusion seems to be validated by the data. Average rainfall between January 1 and June 30 is 23.17 inches. When we looked at every year with below normal rainfall during the period of January through June, there was a 91% chance that the streamflows the following October 31 would also be below normal, regardless of the amount of rain that fell before January 1.
8. Rainfall during January 2022 totaled only 0.87 inches, virtually all of which fell during the first seven days of the month. So far in February, not a drop of rain has been recorded, and the available long-range forecasts indicate that any rain before the end of the month is unlikely. If we reach the end of February with only 0.87 inches as the total for the two months of January and February combined, a record will have been set for that period – a record that no other comparatively dry January and February comes close to. To reach normal rainfall for the entire period of January to June this year (assuming no rain during February), we would have to receive 22.30 inches between March 1 and June 30. This would be almost exactly 2.5 times the normal rainfall for that stretch, which is 8.87 inches.
9. It was reported in the press several days ago that a team of scientists has determined that the past two decades constitute the driest 22 years in the American West in at least 12 centuries. They labeled our current dry spell as a “megadrought,” and they concluded that it is not only continuing, but is being intensified by climate change and human-caused global warming. The study’s lead author, a climate scientist at UCLA, warned that “there is quite a bit of room for drought conditions to get worse,” and he predicted that the drought will go on for the rest of this year and may continue for years to come.

## **CONCLUSION**

On the basis of this discussion, staff finds no evidence that would justify scaling back the current Stage 1 and Stage 2 restrictions on water usage. Unfortunately, our own historical data and the scientific information that is available suggest strongly that the region is very possibly heading into an even worse drought situation this coming summer and fall than we experienced last year, notwithstanding the rain totals from this past October-December. There is always a chance of a “Spring Miracle,” but we do not feel it would be prudent to change course at this stage based on the slim hope that such a “miracle” will occur.

Accordingly, we recommend that you take no action at this time to make any changes to the current levels of usage restrictions, but that the issue be revisited at the March 23 meeting.





Inverness Public Utility District  
Board Meeting March 23, 2022

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## Agenda Item No. 8

### **Review and Approve Expenditures**

- **February 2022 Expenditures**
- **February 2022 Credit Card Charges**

## Inverness PUD

### Monthly Expense Ledger Report

February 2022

Date	Num	Name	Memo	Amount
<b>Feb 22</b>				
02/01/2022	EFT	BB & T- CPS Operations	January 2022	-9.88
02/03/2022	14445	Piazza General Construction, Inc.	Tenney Tank Replacement Progress Billing #6	-83,591.61
02/03/2022	EFT	Bank of America	Service charges	-817.07
02/03/2022	EFT	PG&E	Account 9408018479-2 Utilities January 2022	-2,982.74
02/04/2022	14446	Alpha Analytical Laboratories, Inc.	Lab Testing	-330.00
02/04/2022	14447	Amazon Business	Account A10CPJEJGNVN6Y	-17.87
02/04/2022	14448	Building Supply Center	Inverness PUD Account 155	-647.91
02/04/2022	14449	Harrington Industrial Plastics	042985	-196.75
02/04/2022	14450	Horizon Cable TV Inc.	005-003907	-90.04
02/04/2022	14451	Petaluma Minuteman, Inc.	Disaster Council Resource Pamphlets	-404.40
02/04/2022	14452	Streamline	fEBRUARY 2022 Website w/Engage	-260.00
02/07/2022	EFT	CalPERS Health	Health Insurance February 2022	-8,598.13
02/10/2022	EFT	Diversified Technology	Billing Service-New Rate	-705.00
02/11/2022	14453	AT&T CalNet	1/7/22 - 2/6/22	-493.68
02/11/2022	14454	Bauer Associates, Inc.	Tenney Tank - Geotech Svc	-1,472.00
02/11/2022	14455	Brelje & Race Engineers	Project # 02630.05	-1,506.25
02/11/2022	14456	Brelje and Race Laboratories, Inc.	Lab Testing - Bac-T	-111.00
02/11/2022	14457	Cheda's Garage	Vehicle Repairs	-403.74
02/11/2022	14458	CORE Utilities, Inc.	January 2022 services	-300.00
02/11/2022	14459	Flume, Inc.	Rebate for Flume 2 Smart Home Water Meter	-102.84
02/11/2022	14460	Good & Clean, Inc.	Janitorial Services - January	-220.00
02/11/2022	14461	Grainger	Supplies	-286.05
02/11/2022	14462	Kerry Lemos Electrical	SCADA Radio Repair	-415.00
02/11/2022	14463	McPhail Fuel Co.	Account INVPUD 143814	-1,039.38
02/11/2022	14464	Riley F. Hurd III	Legal Fees - Voter Initiative Parcel Tax	-3,040.00
02/11/2022	14465	West Marin Storage	Space 77	-834.24
02/11/2022	EFT	Paychex	Payroll Fees - Special Handling Fees	-40.00
02/11/2022	14466	Grade, Margaret	Closed water account refund	-101.61
02/14/2022	14467	U. S. Bank Corporate Payment Systems	Managing Acct 4246044555770662	-372.88
02/14/2022	EFT	Paychex	Payroll Taxes	-14.47
02/15/2022	EFT	Paychex	Payroll Fees	-199.60
02/15/2022	PR 1		To record 2/15/22 Direct Deposit payroll	-7,622.78
02/15/2022	PR 1		To record 2/15/22 Direct Deposit payroll	-17,173.78
02/18/2022	14468	E and M, Inc.	SCADA Software	-120.00
02/18/2022	14469	E and M, Inc. dba Wonderware	SCADA Software	-675.00
02/18/2022	14470	Emergency Medical Products, Inc.	Medical Supplies	-316.79
02/18/2022	14471	Grainger	Supplies	-75.06
02/22/2022	EFT	CalPERS - Retirement	January 2022	-4,929.31
02/24/2022	EFT	CalPERS - Retirement	Jul 21 - Dec 21 Retirement Contribution Correc...	-361.82
02/24/2022	EFT	Verizon Wireless	Account 942336110-00001 Cell Phones	-202.10
02/28/2022	14472	Hach Company	Customer # 108425	-576.56
02/28/2022	14473	Harrington Industrial Plastics	042985	-409.00
02/28/2022	14474	McMaster-Carr	Acct 273032600 - PO# 0528JFox	-66.08
02/28/2022	14475	Quill Corporation	Office Supplies	-27.68
02/28/2022	14476	Joseph Cerny	Closed water account refund 622-000-14	-70.71
02/28/2022			To record 2/28/22 Direct Deposit payroll	-7,539.50

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03/15/22

Accrual Basis

Inverness PUD  
**Monthly Expense Ledger Report**  
February 2022

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
02/28/2022			To record 2/28/22 Direct Deposit payroll	-16,996.00
02/28/2022	EFT	Paychex	Payroll Fees	-199.60
<b>Feb 22</b>				<b><u>-166,965.91</u></b>

## Inverness PUD Reconciliation Detail

XX-6591 · Fox, Jim - Cal Card, Period Ending 02/22/2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
<b>Beginning Balance</b>								215.37
<b>Cleared Transactions</b>								
<b>Charges and Cash Advances - 14 items</b>								
Credit Card Charge	01/31/2022	12114246	Automationdirect.com, Inc.	Supplies - distribution	X	840-06 · Distribution System Maintenance	-49.51	-49.51
Credit Card Charge	02/01/2022	013122	Amazon	Deep Cell Batteries for Solar	X	845-01 · Supplies and Inventory	-324.74	-374.25
Credit Card Charge	02/01/2022	2007356	Bailey's Inc	Chainsaw Bar Scabbard	X	845-01 · Supplies and Inventory	-97.40	-471.65
Credit Card Charge	02/04/2022	53477	Octochem	Maintenance and Repair Supplies	X	840-05 · Collection & Treatment Maint.	-95.09	-566.74
Credit Card Charge	02/08/2022	53505	Octochem	Maintenance and Repair Supplies	X	840-05 · Collection & Treatment Maint.	-110.24	-676.98
Credit Card Charge	02/09/2022	53494	Octochem	Maintenance and Repair Supplies	X	840-05 · Collection & Treatment Maint.	-120.98	-797.96
Credit Card Charge	02/10/2022	77765497	Zoro Tools, Inc.	Small Tools	X	845-01 · Supplies and Inventory	-120.12	-918.08
Credit Card Charge	02/11/2022	Rtn Eccotem	UPS	Shipping Fee-pickup Fee	X	870-05 · Office Supplies, Postage, Fees	-66.61	-984.69
Credit Card Charge	02/11/2022	Rtn - Commo	UPS	Shipping Fee-pickup Fee	X	870-05 · Office Supplies, Postage, Fees	-7.86	-992.55
Credit Card Charge	02/13/2022	113-3881546	Amazon	Deep Cell Batteries for Solar	X	845-01 · Supplies and Inventory	-324.74	-1,317.29
Credit Card Charge	02/14/2022		Adobe	1 month Adobe Online J Fox	X	870-05 · Office Supplies, Postage, Fees	-24.99	-1,342.28
Credit Card Charge	02/15/2022	WP26704495	Home Depot	Lean-to-Shed	X	845-01 · Supplies and Inventory	-435.91	-1,778.19
Credit Card Charge	02/18/2022	Feb 18	Inverness Store	Supplies	X	850-01 · Volunteer Training	-31.95	-1,810.14
Credit Card Charge	02/20/2022	P01-7282356	Amazon	Solar Biz	X	845-01 · Supplies and Inventory	-151.75	-1,961.89
Total Charges and Cash Advances							-1,961.89	-1,961.89
<b>Payments and Credits - 1 item</b>								
Bill	01/13/2022		U. S. Bank Corporate Paym...	Managing Account XX-0662	X	20000 · Accounts Payable	215.37	215.37
Total Cleared Transactions							-1,746.52	-1,746.52
Cleared Balance							1,746.52	1,961.89
Register Balance as of 02/22/2022							1,746.52	1,961.89
<b>Ending Balance</b>							<b>1,746.52</b>	<b>1,961.89</b>

## Inverness PUD Reconciliation Detail

XX-7757 · Redding, Shelley - Cal Card, Period Ending 02/22/2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
<b>Beginning Balance</b>								157.51
<b>Cleared Transactions</b>								
<b>Charges and Cash Advances - 7 items</b>								
Credit Card Charge	01/25/2022	Jan 25 2022	Bovine Bakery	SWRCB Meeting Supplies	X	870-14 · Miscellaneous	-29.04	-29.04
Credit Card Charge	01/31/2022	Jan 31 2022	Microsoft	Microsoft 365 Business Standard Added User	X	870-05 · Office Supplies, Postage, Fees	-16.97	-46.01
Credit Card Charge	02/06/2022	20370001052	Costco	Training Room Sound	X	870-05 · Office Supplies, Postage, Fees	-217.99	-264.00
Credit Card Charge	02/09/2022	Feb 9 2022	U. S. Postal Service	Postage - IRS Mailer	X	870-05 · Office Supplies, Postage, Fees	-1.16	-265.16
Credit Card Charge	02/10/2022	Feb 2022	Canva	Monthly Subscription	X	870-05 · Office Supplies, Postage, Fees	-12.95	-278.11
Credit Card Charge	02/14/2022	Feb 2022	Marin Independent Journal	1 month Digital Subscription	X	870-02 · Dues & Publications	-18.00	-296.11
Credit Card Charge	02/20/2022	54786	Amazon Business	Adobe Software Annual Subscription Renewal	X	870-05 · Office Supplies, Postage, Fees	-159.99	-456.10
Total Charges and Cash Advances							-456.10	-456.10
<b>Payments and Credits - 1 item</b>								
Bill	01/13/2022		U. S. Bank Corporate Pay...	Managing Account XX-0662	X	20000 · Accounts Payable	157.51	157.51
Total Cleared Transactions							-298.59	-298.59
Cleared Balance							298.59	456.10
Register Balance as of 02/22/2022							298.59	456.10
<b>Ending Balance</b>							<b>298.59</b>	<b>456.10</b>



Inverness Public Utility District  
Board Meeting March 23, 2022

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## Agenda Item No. 9

**Accept and Approve Audit Services Proposal  
from Nigro & Nigro, CPAs**



*Inverness Public Utility District*

## **Board Agenda Item Staff Report**

Subject: Proposal for Audit Services  
Meeting Date: March 23, 2022  
Date Prepared: March 15, 2022  
Prepared by: Shelley Redding, Administrator  
Attachments: Audit Services Proposal and Cost Proposal from Nigro & Nigro, CPAs

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**Recommended Action: Approve and Accept the Audit Services Proposal and Cost Proposal from Nigro & Nigro, CPAs.**

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The District has an annual financial audit performed each fiscal year, from July to June. The most recent Auditor, R.J.Ricciardi, Inc. has performed the District Audit for the past 4 years. It is customary after 3 – 5 years to engage the services of a different Auditor.

Staff prepared a proposal to initiate a Request For Proposal (RFP) process for Audit Services for the fiscal year 2021-2022 with an option to extend the agreement for an additional two years. Included in the RFP were specific criteria relating to the change of Accounting software. Your Board accepted the recommendation and staff proceeded with preparing an RFP and subsequently posting on the CSDA RFP Clearing-house forum. Staff also sent the RFP to two additional Accounting firms that had independently requested the opportunity to submit a proposal.

The only Accounting firm that sent an Audit Proposal and Cost Proposal was Nigro & Nigro, CPAs for Paul Kaymark. Mr Kaymark has previously performed Audit Services for IPUD and worked with former General Manager Kaaren Gann. Recently, he has provided Audit Services for Bolinas Fire and Bodega Bay Fire and North Marin Water District.

The cost proposal submitted by Nigro & Nigro, CPAs is \$10,500 per year, which includes the required filing with the Secretary of State. Our most recent Audit Cost was proposed at \$11,700 but there were \$1,875.50 added fees charged this past year for a total of \$13,575.50.

Staff recommends accepting the Audit Services proposal and the cost proposal outlined in the attached documents submitted by submitted by Nigro & Nigro CPAs.



# **COST PROPOSAL**

***Respectfully Submitted by:***

Paul J. Kaymark, CPA

Nigro & Nigro, PC

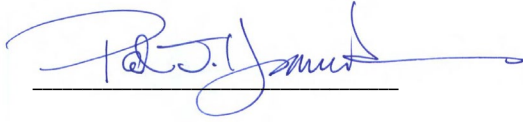
[pkaymark@nncpas.com](mailto:pkaymark@nncpas.com)

**Murrieta Office:** 25220 Hancock Ave. #400, Murrieta, CA 92562 • P: (951) 698-8783 • F: (951) 699-1064  
**Walnut Creek:** 2121 N. California Blvd. #290, Walnut Creek, CA 94596 • P: (844) 557-3111 • F: (844) 557-3444



# COST PROPOSAL

I certify that I am entitled to represent the Firm, empowered to submit the proposal, and authorized to sign a contract with Palmdale Water District.



Paul J. Kaymark, Partner  
Nigro & Nigro, PC

## Total-All-Inclusive Maximum Price & Rates by Partner, Specialist, Supervisory and Staff Level, Times Hours Anticipated for Each Team Member

	Hours	Rates		Total
		Standard	Quoted	
Partner	10.00	175.00	150.00	1,500.00
Manager	20.00	150.00	125.00	2,500.00
Supervisor	20.00	125.00	100.00	2,000.00
Senior	30.00	100.00	75.00	2,250.00
Staff	45.00	75.00	50.00	2,250.00
Subtotal	125.00			10,500.00
Out-of-Pocket				-
Total Max				10,500.00

Fiscal Year	2021-2022	2022-2023	2023-2024	Total
<b>Audit</b>	\$ 10,000	\$ 10,000	\$ 10,000	\$ 30,000
<b>State Controllers</b>	500	500	500	1,500
<b>Total Max</b>	\$ 10,500	\$ 10,500	\$ 10,500	\$ 31,500

## Rates for Additional Professional Services

Partner	\$ 150
Manager	\$ 125
Supervisor	\$ 100
Senior	\$ 75
Staff	\$ 50



Inverness Public Utility District  
Board Meeting March 23, 2022

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## Agenda Item No. 10

Accept and Approve Actuarial Services, Inc. Agreement  
for GASB 68 Reporting



*Inverness Public Utility District*

## **Board Agenda Item Staff Report**

Subject: Actuarial Retirement Services, Inc.  
Meeting Date: March 23, 2022  
Date Prepared: March 17, 2022  
Prepared by: Shelley Redding, Administrator  
Attachments: Actuarial Retirement Services LLC Agreements: GASB 68 Cost Sharing Scope and Fees

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**Recommended Action:** Approve Actuarial Agreements for GASB 68 Reporting for Audit

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The State of California requires annual reporting by Public Agencies that provide defined benefit pensions and post-employment benefits other than pensions to recognize their long-term obligation as a liability and to measure the annual costs of these pension benefits more comprehensively and comparably. The GASB 68 reporting requires the valuation for the defined pension benefits. During the last Audit, the Auditor recommended contacting an actuarial to perform the work as it requires a higher level of calculations than staff can provide.

The GASB 68 and the GASB 75 reports were performed last year by Actuarial Retirement Services, Inc. and were efficient and responsive. The GASB 75 Reporting is a two-year report, so it will only be updated this year from the agreement last year.

The attached agreements for \$1,000 for the GASB 68 for the current fiscal year.

Staff recommends approval of the Services Agreements for GASB 68 allowing the efficacy that is required for the Audit.



March 15, 2022

Shelley Redding  
Administrator  
Inverness Public Utility District

Dear Ms. Redding:

Actuarial Retirement Consulting (ARC) has prepared the following scope and fees for the Inverness Public Utility District (District). We appreciate the opportunity to provide our services and are available to discuss any questions you may have.

### **GASB 68 Pension Plan for Cost-Sharing Employers**

Government Accounting Standards Board (GASB) Statement 68 applies to accounting and financial reporting for pensions. Under GASB 68, a full actuarial report is required at least once every two years. Further, annual disclosure reports are prepared to reflect the discount rate, contributions, payroll, and funding levels as of the measurement period. These annual disclosure reports comply with the requirements, under GASB 68, for fiscal year end reporting in the District's notes to financial statements.

### **Scope of Work**

ARC will prepare a disclosure report for the fiscal year ending June 30, 2022.

The annual fiscal year end disclosure report will include the following:

- Summary of general information about the pension plan.
- Pension liabilities and pension expense.
- Deferred outflows/inflows of resources related to pension.
- Sensitivity of the proportionate share of the net pension liability with a +/-1% change in discount rate.
- Disclosure of Actuarial assumptions and certification.
- Schedule of the proportionate share of the net pension liability.
- Schedule of contributions.

### **Fees**

Our flat fee, for the scope of work detailed above, is listed below. All fees are billed upon delivery of a report.

Disclosure Report for the fiscal year ending June 30, 2022:      \$1,000

### **Process and Timeline**

ARC will send an email of requested data items with the prior year values shown for reference.

Once complete data is received, disclosure reports are typically completed within two weeks. If the District needs a shorter timeline, we will do our best to accommodate.



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Please feel free to contact us with any questions about this proposal.

Sincerely,  
Molly



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Molly McGee, ASA, EA, FCA, MAAA  
Actuary  
Actuarial Retirement Consulting, LLC

3/15/2022  
Date

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Shelley Redding  
Administrator  
Inverness Public Utility District

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Date



*Inverness Public Utility District*

**RESOLUTION 265-2022**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE INVERNESS PUBLIC UTILITY DISTRICT MAKING AN APPOINTMENT TO THE POSITION OF GENERAL MANAGER AND ELIMINATING THE POSITION OF ADMINISTRATOR**

**WHEREAS**, Public Utilities Code Section 16111 provides that “[a] general manager” is an officer of a public utility district”; and

**WHEREAS**, Public Utilities Code Section 16114 provides that “the general manager shall have full charge and control of the construction of the works of the district and of their maintenance and operation”; and

**WHEREAS**, the position of General Manager has been unfilled and vacant with the Administrator acting in the place of the General Manager as resolved in Resolution 251-2020; and

**WHEREAS**, the Inverness Public Utility District’s organizational chart includes the positions of General Manager and Administrator; and

**WHEREAS**, based on a recommendation of the Personnel Committee, it is the desire of the Board of Directors to appoint Shelley Redding, the Administrator, to the position of General Manager and to eliminate the position of Administrator; and

**WHEREAS**, Ordinance 103-2021 provides for the compensation of the Administrator as the District’s chief executive officer,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Inverness Public Utility District that the position of General Manager shall become effective upon adoption of this Resolution, that current Administrator Shelley Redding is hereby appointed to the position of General Manager effective upon adoption of this Resolution, and that the compensation provided for the Administrator by Ordinance 103-2021 shall be effective for the General Manager upon adoption of this Resolution.

**BE IT FURTHER RESOLVED** that Resolution 251-2020 shall be and hereby is revoked and no longer in effect as of the time of the adoption of this Resolution.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Inverness Public Utility District on the 23rd day of March, 2022, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSTAINING:**

**ABSENT:**

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Dakota Whitney, Vice President

ATTEST:

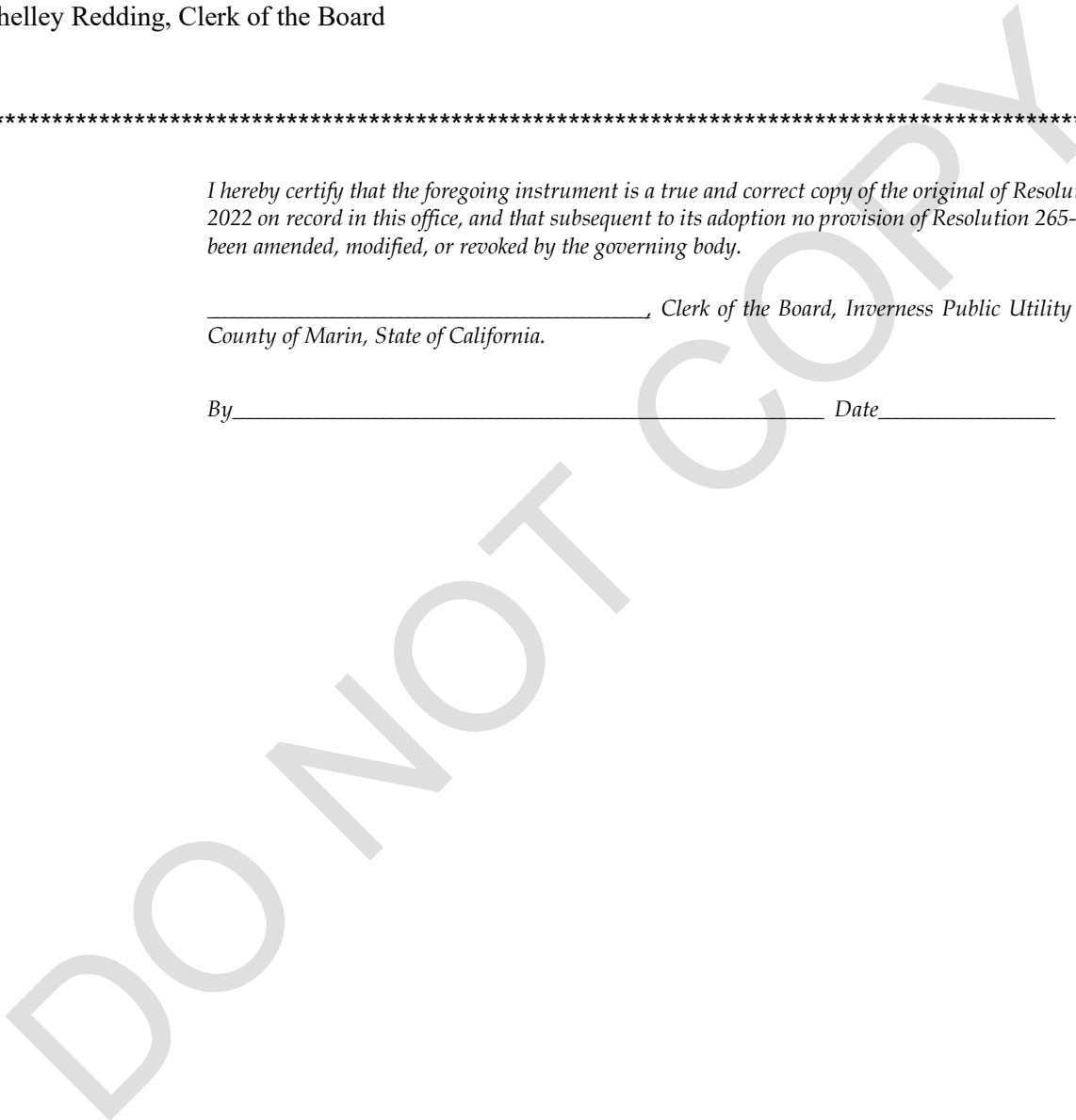
\_\_\_\_\_  
Shelley Redding, Clerk of the Board

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*I hereby certify that the foregoing instrument is a true and correct copy of the original of Resolution 265-2022 on record in this office, and that subsequent to its adoption no provision of Resolution 265-2022 has been amended, modified, or revoked by the governing body.*

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

By \_\_\_\_\_ Date \_\_\_\_\_





Inverness Public Utility District  
Board Meeting February 23, 2022

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# Agenda Item No. 12

## **Committee Meetings/Reports:**





Inverness Public Utility District  
Board Meeting March 23, 2022

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# Agenda Item No.13

**Announcements,**

**Next Meeting,**

**Adjournment**