

INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT  WATER SYSTEM

12781 SIR FRANCIS DRAKE BLVD • P.O. BOX 469 • INVERNESS CA 94937 • (415) 669-1414

Board of Directors

AGENDA

Regular Meeting

Tuesday, September 17, 2024

4:00 p.m.

Inverness Firehouse, 50 Inverness Way

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 August 20, 2024

The State of the District

4. **Management Report:** Shelley Redding
 - Grants and Projects Update
 - Board Election Update
 - LAFCo Boundary Adjustment Update
 - Marin County Office of Emergency Services
 - Hazard Mitigation Extension Application Update
 - Proposal for OEM Memorandum of Understanding with Water Agencies
5. **Water System Report**
 - August 2024 Water System Report
 - Colby/Seahaven Tank Replacement Project Update
6. **Fire Department Report**
 - August 2024 Fire Department Report
 - August 2024 Marin Wildfire Prevention Authority (MWPA)
 - Defensible Space Inspections Outreach Process
 - West Marin Regional CORE Vegetation Management Project
 - Marin Emergency Radio Authority (MERA) update

The Business of the District

7. **Approve Expenditures and Credit Card Charges:** August 2024
8. **Resolution 288-2024 CalPERS Health Benefit Changes:** Receive Finance Committee Report and approve recommendation for District's CalPERS Health Benefit Changes and adopt Resolution 288-2024.
9. **SDRMA Ancillary Benefits Offerings:** Receive Finance Committee Report and approve recommendation for engaging with SDRMA for ancillary benefits including Dental, Vision and Employee Assistance Program.
10. **Approve Amended and Restated Revisions to the JPA of the Marin Wildfire Prevention Authority**
11. **Committee Meetings/Reports**
Personnel Committee Report
12. **Adjournment**

Posted: 9/13/2024

Material provided in the meeting packet is available on the District's website, 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 ATTEND AND TO COMMENT ON AGENDA ITEMS

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



SHELLEY REDDING, GENERAL MANAGER/CLERK OF THE BOARD
JAMES K. FOX, CHIEF OF OPERATIONS (FIRE CHIEF, WATER SYSTEM SUPERINTENDENT)



Inverness Public Utility District
Board Meeting

Agenda Item No. 1

Call to Order; Attendance Report



Inverness Public Utility District Board Meeting

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

Agenda Item No. 3

Meeting Minutes



INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT ✧ WATER SYSTEM

POST OFFICE BOX 469, INVERNESS, CA 94937

OFFICE: 12781 SIR FRANCIS DRAKE BLVD., SUITE 5, INVERNESS, CA

415-669-1414 WWW.INVERNESSPUD.ORG ADMIN@INVERNESSPUD.ORG

**Board of Directors
Minutes, Regular Meeting
Tuesday, August 20, 2024, 4:00 p.m.
Inverness Firehouse, 50 Inverness Way, Inverness CA**

1. Call to Order; Attendance Report

President Donohue called the meeting to order at 4:00 p.m.

Directors Present: Kathryn Donohue, Kenneth J. Emanuels, Brent Johnson

Directors Absent: Dakota Whitney, David Press (arrived at 4:05 p.m.)

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

2. Public Expression: No one responded to the invitation to address the Board.

Director Press arrived at the meeting at 4:05 pm

3. Approval of Minutes: Regular Meeting of July 16, 2024

M/S Emanuels/Donohue to approve the minutes of the Regular Meeting of July 16, 2024, as presented. AYES 3, NOES 0, ABSTAIN 1 (Johnson).

4. Management Report

- FY 2024-2025 Capital Projects 5-year List: GM Redding presented the updated Capital Projects 5-year List for fiscal year 2024-2025 thru 2028-2029. She also presented the current Reserve Funds that are held in the Local Agency Investment Fund (LAIF) that is managed by the State Controller Office. She noted that based on the unaudited figures, she would be presenting a resolution at the next Board meeting to allocate funds to more clearly align with the Capital Projects List. Director Donohue requested that the priority notes on the list be updated, and Director Johnson asked for a more clarification on what is being funded and what needs funding.
- Grants and Projects Update: GM Redding reported that staff continue to wait for a decision from FEMA on the application for the Assistance to Firefighters Grant (AFG); the decision is expected by the end of September. GM Redding also reported that the Grants and Program Manager is researching other grants and funding opportunities as more programs are being announced that may align with the District's capital project goals.
- Marin County Quarterly Managers Meeting: GM Redding reported on the meeting, noting that the Assistant County Administrator presented information concerning the Sea-Level Rise project the County is undertaking in coordination with the Countywide Hazard Mitigation Plan. She also noted that there was a report concerning the County's Drought Resilience Plan and the continuing work in compliance with SB 552.
- LAFCo Community Meeting scheduled for October 8th: GM Redding reported that the Marin County LAFCo was facilitating the effort for North Marin Water District (NMWD) to remove IPUD from its boundary (as well as an area of Marshall). IPUD has not raised any objection to this effort, has participated in the discussions and offered to host the public meeting at the firehouse on October 8th at 6:00 pm.

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



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

5. Water System Reports: July 2024

Activity Report: Water Superintendent Jim Fox presented the Water System Report for July 2024. He noted the rainfall average has increased based on the last 2 years of precipitation. Director Johnson asked about the note concerning L2 access and it was reported that the access issue has been resolved. Superintendent Fox also reported that there have been several line breaks in the past 6 months and there was also a service line replaced based on the County requiring a larger service line at an existing property. He also reported his interview on KWMR the previous week to discuss the water availability for Inverness.

Colby/Seahaven Tanks Replacement Project Update: GM Redding reported that the Notice of CEQA Exemption was completed and filed with the State and noted the supporting memo in the Board packet for the CEQA Exemption. She also reported that 2 Coastal Zone Permit Applications are ready for submittal, but she is awaiting a call from the County Planning Department to verify the packets contain the required documentation. She noted that the application for the Colby Tank site also has a permit request for the removal of 2 Heritage Trees. Property owner Michael McEneaney asked if there could be a compromise on the plans for the tree removal by only removing the tree furthest from his house? Staff commented that the plan is based on the engineering and design for the site, the requirements and the new tank. There was further discussion with staff also noting that the packets are only permit applications and when they get a response to that, there will be a time for public review.

6. Fire Department Reports: July 2024

Activity Report: Assistant Chief Briggs presented the monthly report of the Fire Department's activities and noted that volunteers attended structure fire protection training with Marin County Fire in Point Reyes over several weekends.

Marin Wildfire Prevention Authority (MWPA) Report: The monthly activity report was presented to the Board. He reported that the final Environmental Plan will be submitted for approval by the County Supervisors. Discussion about evacuation route work and roads that will be part of the work plan; how residents will be notified. Asst. Chief Briggs also reported that the defensible space inspections had finished for the year. He noted the sample letter in the packet for a new process by the department to contact property owners who have had their property identified as "poorly maintained". GM Redding noted this is an effort to engage with these property owners and raise awareness about the report, the areas of concern and educate about the resources available from MWPA and Fire Safe Marin. She also noted that this new approach will help to reinforce the importance of property maintenance not only for the property owner but for the community.

Marin Emergency Radio Authority (MERA) Update: Chief Fox reported that the MERA project is still on track and in July the new communication system was installed. The next step is programming and he continues to work with Marin County Fire and MERA to ensure that the paging system for volunteer agencies will function with the new dispatch system.

7. Approval of Expenditures and Credit Card Charges: July 2024

General Manager Redding presented the July 2024 expenditures and credit card ledgers for approval.

M/S Press/Johnson to approve the July 2024 expenditures and credit card purchases as presented. AYES 4, NOES 0.

8. Consider and Approve Grant Easements From IPUD to Two Properties Adjacent to the Colby Tank Site:

GM Redding presented a staff report and the associated documents to grant easements to the McEneaney 2021 Trust and the McCoy Trust, whose properties are adjacent to the Colby Tank site. Both properties have an informal agreement with the District and with the new work planned for the Colby site, it was desired to codify the easements formally.

M/S Emanuels/Johnson to approve the grant easements for both the McEneaney 2021 Trust and the McCoy Trust properties that are adjacent to the Colby Tank site, as presented. AYES 4, NOES 0.

- 9. CalPERS Health Benefit Change:** GM Redding presented the proposal for a change to the CalPERS Health Benefits Contract based on changes made by CalPERS for 2025. Discussion into options presented and potential costs to both employees and the District. Director Donohue asked if the Finance Committee could meet with GM Redding to further discuss the options and make a recommendation to the Board at the next regular meeting. GM Redding noted that the next meeting will require a Resolution to be passed for CalPERS to make the contract changes in time for open enrollment options for the staff and processing by CalPERS. Director Donohue asked if Treasurer Press and Vice President Emanuels would arrange to meet with GM Redding and finalize a recommendation for the next board meeting in September. They both agreed to schedule a meeting with GM Redding in the next few weeks. No Action Taken.
- 10. SDRMA Ancillary Benefits Offerings:** GM Redding also presented her proposal to contract with the Special District Risk Management Authority (SDRMA) to provide additional employee benefits of Dental and Vision Insurance for both active employees and their dependents. She also noted that the provider also has an Employee Assistance Program and optional Life Insurance, Short-Term and Long-Term Disability Insurance available. As with the Health Insurance, Director Donohue also asked the Finance Committee to consider this proposal and make a recommendation for this proposal for the next regular meeting in September. No Action Taken.
- 11. Capital Project Approval for Utility Terrain Vehicle (UTV):**

GM Redding presented the Staff Report outlining the opportunity to purchase a UTV for use by the fire department for vegetation management in the watershed, with \$35,000 of the cost being paid from MWPA CORE funds. Discussion about the options available and the quotes from 3 vendors with 2 being gas-powered and one being electric. The staff recommendation was for the purchase of the electric UTV for \$47,226 as it aligns with District Policy to pursue alternate fuel vehicles when possible. The remaining balance for the vehicle can be covered by Fire Department reserve funds. Director Johnson was going to research possible funding opportunities outside of the MWPA funds. Director Emanuels asked about how the use of this vehicle differs from standard truck use? Chief Fox noted that the UTV can access areas the trucks cannot. It has a lighter footprint and does not require the storage of fuel.

M/S Press/Johnson to approve the purchase of the electric UTV as recommended for the price of \$47,226. AYES 4, NOES 0.

12. Consider and Approve Amended FY 2024-2025 Proposed Budget

GM Redding presented the Amended proposed budget for FY 2024-2025. She noted the summary budget document shows an overall surplus. She noted that a comprehensive review of the budgeted expenditure categories was conducted with staff, as requested by Director Press, and the new amendments reflect that analysis. It was noted that the current water regulations show that the next period to consider for a revision of the rate structure is not until after the final CPI increase in July, 2026.

M/S Emanuels/Johnson to approve the proposed amended budget as presented. AYES 4, NOES 0

13. Committee Meetings/Reports

Personnel Committee: GM Redding noted that an in-person, on-site interview was conducted with a candidate, and an offer was made through the recruitment firm. but that candidate ended up accepting another job offer. Staff will continue working on recruiting more applicants.

14. Adjournment

The meeting was adjourned at 5:30 p.m. The next regular meeting of the Board is scheduled for September 17, 2024.

Attest: /s/

Date: 08/20/2024

Shelley Redding, Clerk of the Board

DRAFT



Inverness Public Utility District
Board Meeting

Agenda Item No. 4
Management Report



Inverness Public Utility District

Board Agenda Item Staff Report

Subject: Inverness Public Utility District Board of Directors Election
Meeting Date: September 17, 2024
Date Prepared: September 5, 2024
Prepared by: Shelley Redding, General Manager
Attachments: Marin County District Candidate Nomination Results 2024

Recommended Action: None, Informational

The Inverness Public Utility District has always been served by dedicated members of the community who are committed to the services provided by the District. These volunteers are an essential component of the governance of the District. District staff is grateful for their participation and commitment to the Inverness community.

The District had 3 Director positions open for candidate filing for the next General Election on Tuesday, November 5, 2024. The three current directors, Kathryn Donohue, Dakota Whitney and Brent Johnson had their 4-year terms scheduled to end on December 31, 2024.

All three candidates submitted candidacy paperwork to the County Elections office within the allowed filing period. Attached is the summary report of all contests that ***will not be on the ballot*** because the number of candidates that filed is equal to the number of seats to be filled, and no petition was presented to put the contest on the ballot. Inverness Public Utility District is included on this list on page 2.

Candidates listed in this report will be appointed in-lieu of election prior to the first regular meeting in December by the supervising authority and will take office and serve as if elected at the November election. The District will hold a swearing in ceremony at the December meeting.



Candidate's for Appointment In-Lieu of Election

November 5 2024 General Election - 11/5/2024

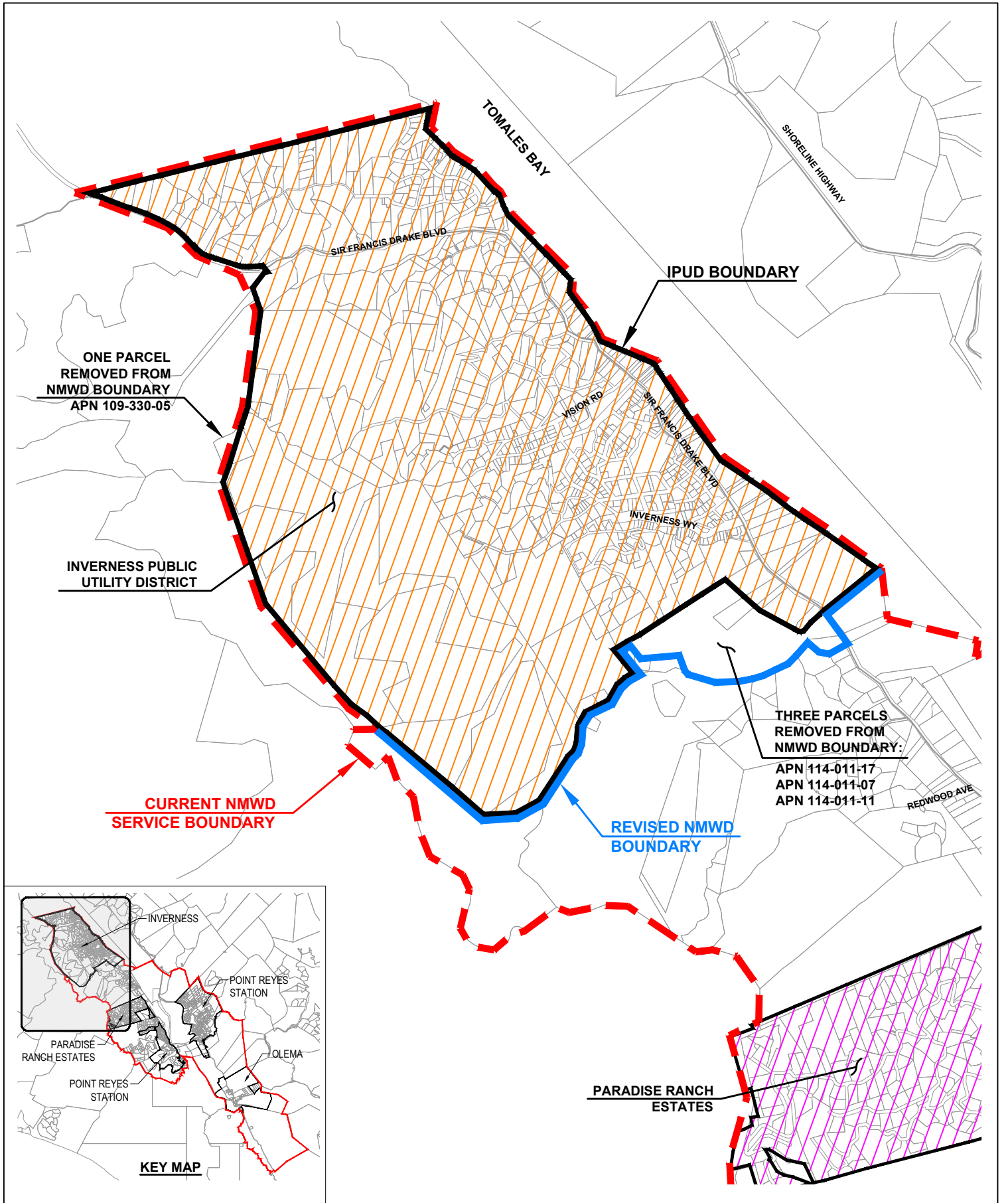
All Contests

Contest	Date/Time Qualified
Marin County Board of Education, Board Of Education Member, Trustee Area 2	
Patty Garbarino	8/05/2024
Marin Community College District, Governing Board Member, Trustee Area 4	
Paul Da Silva	7/23/2024
Marin Community College District, Governing Board Member, Trustee Area 5	
Henry Faust	8/09/2024
San Rafael City Schools Board of Education, Governing Board Member, Trustee Area 1	
Mark Koerner	8/09/2024
San Rafael City Schools Board of Education, Governing Board Member, Trustee Area 3	
Maureen "mo" De Nieva - Marsh	8/01/2024
San Rafael City Schools Board of Education, Governing Board Member , Trustee Area 5	
Isai Rodas	8/14/2024
Bolinas-Stinson Union School District, Governing Board Member	
Nicolette Hahn (Niman)	8/01/2024
Miller Creek Elementary School District, Governing Board Member - Short Term	
Caitlin McShane	7/15/2024
Kentfield School District, Governing Board Member	
Sara Aminzadeh	8/09/2024
David Riedel	8/05/2024
Laguna Joint School District, Governing Board Member	
James Lanatti	8/08/2024
Diane L Rowley	8/07/2024
Lagunitas School District, Governing Board Member	
Celina De Leon	8/13/2024
Breeze Kinsey	8/06/2024
Mill Valley School District, Governing Board Member	
Michele Crncich Hodge	7/18/2024
Elli Abdoli	7/22/2024
Nicasio School District, Governing Board Member	
Matthew Pickett	8/08/2024
Novato Unified School District, Governing Board Member, Trustee Area 1	
Debbie Butler	7/16/2024
Novato Unified School District, Governing Board Member, Trustee Area 2	
Chandra Alexandre	7/26/2024
Novato Unified School District, Governing Board Member, Trustee Area 3	
Julie Jacobson	8/08/2024
Novato Unified School District, Governing Board Member, Trustee Area 7	
Gregory Mack	8/06/2024
Reed Union School District, Governing Board Member	
Liz Edison Webb	8/07/2024
Sandeep Sahai	8/08/2024
Shoreline Unified Scool District, Governing Board Member, Trustee Area 3	
George R. Flores	8/05/2024
Josie Lanker	8/07/2024

Contest	Date/Time Qualified
Marinwood Community Services District, Director	
Lisa Ruggeri	7/19/2024
Christopher Case	7/17/2024
Kathleen Kilkenny	7/30/2024
Muir Beach Community Services District, Director	
David H. Taylor	7/16/2024
Nikola H. Tede	7/24/2024
Tomales Village Community Services District, Director	
Donna L. Clavaud	8/09/2024
David Kitts	8/06/2024
Bolinas Fire Protection District, Director	
Simon Dunne	8/02/2024
Billy Pierce	7/31/2024
Chris Martinelli	8/09/2024
Kentfield Fire Protection District, Director	
Michael G. Murray	7/23/2024
Bruce Corbet	7/25/2024
Novato Fire Protection District, Director, District 1	
Lj Silverman	7/15/2024
Novato Fire Protection District, Director, District 2	
Michael Hadfield	7/17/2024
Novato Fire Protection District, Director, District 3	
Shane Francisco	7/15/2024
Sleepy Hollow Fire Protection District, Director	
Sharon R. Adams	7/18/2024
Thomas J. Finn	7/30/2024
Stinson Beach Fire Protection District, Director	
Michele Sileo	7/19/2024
James Ritchie	8/05/2024
Jeffrey R. Walsh	8/07/2024
Tiburon Fire Protection District, Director	
Mark J. Capell	7/24/2024
Brett Tucker	8/05/2024
Tiburon Fire Protection District, Director - Short Term	
Joy Ho	7/24/2024
Marin Healthcare District, Director, Division 2	
Ann Sparkman	8/08/2024
Marin Healthcare District, Director, Division 5	
Edward Alfrey	7/26/2024
Bolinas Community Public Utility District, Director	
Kevin Mc Elroy	8/01/2024
Kirsten Walker	8/08/2024
Inverness Public Utility District, Director	
Dakota Whitney	8/05/2024
Kathryn Donohue	7/25/2024
Brent R. Johnson	7/31/2024
Mesa Park Recreation District, Director	
David Lich	8/08/2024
Noah Skinner	8/08/2024

Contest	Date/Time Qualified
Strawberry Recreation District, Director	
Cale Nichols	8/09/2024
Christian Michael	7/19/2024
Strawberry Recreation District, Director - Short Term	
Sarah G. Waterfield	8/01/2024
Marin Resource Conservation District, Director	
David Terry Sawyer	8/09/2024
Michael L. Moretti	8/09/2024
David Sherwood	7/31/2024
Alto Sanitary District, Director	
Janis M. Bosenko	7/15/2024
Todd Gates	8/07/2024
Michael Faust	8/09/2024
Homestead Valley Sanitary District, Director	
Joan Florsheim	7/29/2024
Rick Montalvan	7/24/2024
Alan W. Wuthnow	8/08/2024
Las Gallinas Valley Sanitary District, Director	
Craig K. Murray	7/26/2024
Gary E. Robards	7/24/2024
Novato Sanitary District, Director, Division 1	
Jean Mariani	7/29/2024
Novato Sanitary District, Director, Division 4	
Jerry Peters	8/07/2024
Richardson Bay Sanitary District, Director	
Jeff Slavitz	8/01/2024
Mark Slater	8/02/2024
Sausalito-Marin City Sanitary District, Director	
William Ring	7/15/2024
Don Beers	7/26/2024
Sausalito-Marin City Sanitary District, Director - Short Term	
Shirley A Thornton	8/06/2024
Sanitary District No. 5, Director	
Richard N. Snyder	7/15/2024
Omar Arias - Montez	7/23/2024
John Carapiet	7/25/2024
North Marin Water District, Director, Division 2	
Jack Baker	7/22/2024
North Marin Water District, Director, Division 4	
Stephen Petterle	7/16/2024
Stinson Beach County Water District, Director	
Sandra Cross	8/07/2024
Laurie Ellis	8/13/2024

Total Number of Candidates: 85



**NORTH MARIN WATER DISTRICT and
 INVERNESS PUBLIC UTILITY DISTRICT
 PROPOSED BOUNDARY ADJUSTMENT**





Board Agenda Item Staff Report

Subject: Marin County Office of Emergency Services Meeting August 26, 2024
Meeting Date: September 17, 2024
Date Prepared: September 11, 2024
Prepared by: Shelley Redding, General Manager
Attachments: None

Recommended Action: None, Informational

The Executive Director of the Marin County Office of Emergency Services (OEM), Steven Torrence, contacted staff to schedule a meeting to discuss how the OEM can support agencies who do not have formal contracts with the County for support services when an event arises that needs to be supported. General Manager Shelley Redding, Fire Chief Jim Fox and Assistant Fire Chief David Briggs attended the meeting.

Topics for the meeting included the Local Hazard Mitigation Plan Extension Application the IPUD submitted to the OEM and the potential plan for entering a Memorandum of Understanding (MOU) with County Agencies. The discussion included:

- 1) **Status of the LHMP Extension Application for IPUD:** Steven reported that the Application is still being reviewed and they expect an answer by the end of the year. They had approximately 40 agencies submit letters of interest to be included in the extension application.
- 2) **Alert Marin Access:** Steven noted that we can use the Alert Marin platform for issuing notices related to water emergencies or any local alerting needs, through the OEM staff. Staff discussed applications and methods of alerting.
- 3) **Web OEC Access:** Steven described the importance of using the Web EOC portal for submitting damage assessment documentation. Staff process to report damage, submit assistance needs, and utilize for damage documentation. Chief Fox has access to the Web EOC, Assistant Chief Briggs and GM Redding do not. OEM staff would be directed to provide access and arrange training on using the portal.
- 4) **CalWARN:** Staff were asked if they were a member of CalWARN and GM Redding indicated that IPUD was a member of CalWARN, which was a requirement of SB 552 for resiliency and recovery purposes.

Steven then discussed his plan to request from each agency a list of emergency requirements for the MOU and to also have the agencies list any policies and/or ordinances that would be pertinent to an MOU. He noted that it will take time for the process to be formalized and he would contact us once that effort is initiated.



Inverness Public Utility District
Board Meeting

Agenda Item No. 5

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

AUGUST 2024 – WATER SYSTEM REPORT –

[**AUGUST 2024 PRODUCTION TOTAL: 2,513,000 GALLONS:**
AVERAGE 81,065 gal/day = 56.3 average gpm]

Water Quality

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

All sources are filtered by first Ultra and then Nano filters; chlorine and turbidity correct continuously; no positive coliform bacteria samples from distribution sample grabs. Samples of distribution water are tested twice monthly and influent raw water sources are being collected once a month for lab analysis of coliform content.

Average Chlorine (Cl₂) dose at F1→ approximately 0.50 ppm; Average Cl₂ dose at F3→ approximately 0.7+ ppm

Major Activities and Events

1. Monthly reports sent to CA RWQCB DHS / SWRCB Drinking Water Division
2. Raw water TOC (total organic carbon) samples grabbed and sent to laboratory for analysis
3. Began using 2nd valley source (D6) for first time this year
4. Regular flushing of 4" iron main on Via de la Vista & Escondido 2" PVC lines
5. Clearing vegetation around hydrants
6. F1: Ultra unit A still having intermittent PDT failures due to valve leaks.
 - Replaced failed actuator and leaking "Valbia" valve on Nano-B
 - Break tank level sensor continues to cause units to stop & start at inappropriate levels
 - Stream-flows lower, D1 and D5 put into service at F1
7. F3: Switched Caustic (NaOH) and Cl₂ dosing pumps for CEB (Chemically Enhanced Backwashes)
8. Investigated potential leak for customer, no merit.
9. Reduced leaks (acorn woodpeckers) at Colby wood #1
10. Reduced major leak to minimal leaks on Sea Haven #1 redwood tank (temporarily isolated and drained)
11. Service leak identified, 35 via de la Vista (blue poly). Shut service and provided temporary water to with NSF-61 water quality hoses from neighbor until service line is replaced with copper.
12. All customer meters read. Discovered leak on #50 Rannoch service while reading meters
 - Replaced 4" rusty iron saddle with brass saddle, and the short section of ¾" blue poly leftover from earlier days with ¾" copper pipe
13. Continuing to identify type of material for each Service in district, per government requirements which specify that we identify pipe material on both sides of each water meter & Installing gopher protection

Senior Water Operator



**Inverness Public Utility District
Monthly Water System Report**

AUGUST 2024

Prepared by Ken Fox, Senior Water Operator

AUGUST	Rainfall (in inches ")		August		August			
Rainfall (inches) "	2024	2023	2022	2021	2020	2019	2018	2017
Total for Month	0.09"	0.03"	0.08"	0.05"	0.22"	0.00"		
Year To Date (7/01 →9/01)	0.12"	0.04"	0.28	0.07"	0.27"	0.00"		
Average yearly since 1925	37.43"	37.39"	37.26"	37.32"	37.57	37.26"		

(* GPD = gallons per day; gpm = gallons per minute;

End of Month Stream Flow Measurements				
	2024		2023	
Diversions	August		August	
1st Valley Upper Intakes	<i>gpm</i> *	GPD*	<i>gpm</i>	GPD
D1	10	14,400	12	17,280
D2	28	40,320	31	44,640
D3	21	30,240	20	28,800
59			63	
2nd Valley Upper Intakes				
D4	13	18,720	16	23,040
D5	22	31,680	23	33,120
D6	23	33,120	23	33,120
58			62	
3rd Valley Upper Intakes				
D7	26	37,440	29 1/2	42,480
D8	10	14,400	8	11,520
36			37.5	
Totals	153	220,320	163	234,000

2024 Recent 3-month EOM Streamflows			
→	Jul-24	Jun-24	May-24
<i>gpm</i>	200	256	485
GPD	288,000	368,640	698,400

Sources Used: August	2024	2023
1st Valley Upper Intakes	54%	53%
2nd Valley Upper intakes	26%	28%
3rd Valley Upper intakes	20%	19%
1st Valley Lower Intake (L1)		
2nd Valley Lower intake		
Wells. (W1, W3, W4, etc.)		
Total	100.0%	100%

Distribution System Usage / # days → 31			31	
Distribution Zone	Aug-24			Aug-23
	Gallons	% of Use		% of Use
Colby	1,047,000	42%	1,075,000	41%
Tenney	889,700	35%	965,600	37%
Conner	57,700	2%	56,900	2%
Stockstill	301,900	12%	309,400	12%
Seahaven	216,700	9%	189,200	7%
Total for Month =>	2,513,000	100%	2,596,100	100%
Average for Month =>	GPD	<i>gpm</i>	GPD	<i>gpm</i>
Aug-2024	81,065	56.3	83,745	58.2

Report on Water Customer Payments and Billings, Jul/Aug 2024

1. What our customers owed us at the beginning of the period (July 1):			
Current charges (from bills sent out on June 27, 2024)		102,509.78	
Unpaid prior charges (5.18% of total amount owed to us)		<u>5,597.30</u>	
Total Amount Owed Us on July 1, 2024:			<u>108,107.08</u>
2. We received the following payments from our customers during the period:			
Electronic payments:	73,013.21	(70.0%)	
Payments by check:	<u>31,897.21</u>	(30.0%)	
Total Payments Received During July & August:			- 104,910.42
3. We posted the following charges to our customers' accounts during the period:			
Write-offs:	--		
Adjustments:	--		
Basic charges (future):	84,317.53	519 Basic charges for <u>Sep/Oct</u> (billed on 8/28)*	
X-C charges (future):	234.90	18 Cross-Connection charges for <u>Sep/Oct</u> (billed 8/28)	
Usage charges (net):	31,045.99	Usage charges for 6/25 to 8/23/24 (billed on 8/28)†	
Misc. charges:	275.00	Such as account setup, late pay, & ret'd check charges	
Refused payments:	--	No returned checks	
Refunds:	<u>89.44</u>	1 closed account credit balance refund	
Total Charges Posted During July & August:			+ 115,962.86
4. Thus, the amount our customers owed us on August 31 (the end of the period) was:			<u>119,159.52</u>
(of which 3.65%, or \$4,350.71, was past-due charges)			

* Bimonthly Basic Charges (for Sep/Oct): 516 customers at \$163.09; 1 Lifeline customer at \$81.55; 2 Lifeline customers at \$40.77.

† **Total billed usage was \$32,641.29**, less 2 credits totaling \$1,595.30 for prior-period leak adjustments.

Reconciliation with BofA checking account:

There were no deposits in transit on 8/31/2024. Thus, the A/R balance on the District's books as of 8/31 should also be \$119,159.52.

Scheduled AutoPay receipts: \$65,829.16 on Sept. 18, 2024 (from 310 customers, which is 59.7% of the total of 519 billed customers).

A temporary security debit will be posted to IPUD's checking account in the amount of \$65,829.16 on or about Sept. 16, 2024 (subject to adjustments).

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

Period covered: May/June 2024

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: 0

Promoting a new generation of water workers is essential to our state

By Travis Hinkle

A career building and maintaining California's water and wastewater treatment systems may be unglamorous, failing to spring to mind — at least it did for me — when young people contemplate their future careers. However, the state faces a looming shortage of workers in these critical roles. It is imperative to support local, state and federal policies that help fill them.

Some 17 million workers will be retiring from infrastructure jobs during the next 10 years, taking their skills and institutional knowledge with them, as the workforce ages. According to a U.S. Water Alliance report, approximately one-third of water utility operators are eligible to retire during the next decade. In 2018, Brookings projected that water utilities must fill 9,200 water treatment positions annually.

While President Biden and Congress agreed to spend \$1 trillion on thousands of infrastructure projects, including \$50 billion alone on water resilience projects in the West, California needs to ensure that there are enough workers equipped with the know-how and sweat equity to build and operate these projects.

These are jobs that get your hands dirty. It's work that makes a difference. It typically requires less formal education than many other jobs, but can offer a lifelong career, good pay and solid opportunities for advancement. Infrastructure work pays 30% more to lower-income workers and those just starting their careers, relative to all jobs nationally.

I got my own start after high school by joining my brother's remodeling business — kitchens, bathrooms and the like — in San Jose, where I grew up. But a friend in Sacramento stumbled into wastewater collections for Sacramento County and encouraged me to visit his plant. There I discovered the range of jobs available: electricians, control technicians and treatment and distribution operators.

Even though I pursued online specialty courses, it took a few years for my first job in the water industry to come together.

My work requires lots of on-the-job training, but all of it is teachable and learnable. Once hired, workers can bid through labor unions for other available positions they're qualified for. Even if they decide to go elsewhere, they'll leave the department knowing how a water distribution system works.

I have noticed that more attention is being paid these days to proactively recruit water industry workers, helping them understand the training and skills needed to grow in the industry. Last fall, I even told my story to a joint session of the California Public Utilities Commission and the California Workforce Development Board, as the state seeks to widen doors to infrastructure jobs, especially for disadvantaged workers.

When I entered this field, serendipity was my guide. Today, there are resources such as the Environmental Protection Agency report “Making Water a Career of Choice,” with case studies of utility-worker pathways to encourage more people to consider working in water systems. In the years ahead, tens of thousands more workers will be needed to meet California’s water delivery and other infrastructure needs, and more effort required to attract new talent into this crucial industry.

While work in the water industry may seem obscure, it is rewarding, meaningful and essential for the wellbeing of communities throughout our state. Promoting community college, state university, private sector and state and federal programs designed to inspire and train the next generation of water infrastructure leaders is vital for California’s future.

Encouraging more young people to enter this career field will not only help California meet its mushrooming needs, but will provide important, well-paying work for those who don’t mind rolling up their sleeves to keep California’s water pipelines flowing.

Travis Hinkle is a distribution system supervisor for San Jose Water. He’s worked in the water industry for 13 years. Financial support for this story was provided by the Smidt Foundation and The James Irvine Foundation. Distributed by CalMatters.org.

Small Community Drought Relief Program

Inverness Tank Replacement Project

**Inverness Public Utility District
Agreement Number 4600015656**

**Quarterly Progress Report 2
April 1, 2024 – June 30, 2024**

Inverness Tank Replacement Project

Project Description

The purpose of this project is to improve the ability of the water system to maintain sustainable water availability for both potable water and fire protection. This project will replace the remaining redwood water tanks of the water system in two locations and complete the goal of improving the storage needs of the District. The project comprises the installation of one bolted steel tank at the Colby site to replace the three 10,000-gallon redwood tanks and, at the Seahaven site, replace one 15,000-gallon redwood tank at the Seahaven site with a bolted steel tank. The tank designs will make every effort to at least maintain the storage capacity of the current tanks, if not increase them.

The project is in the unincorporated community of Inverness, California. The Residents of this area has been requesting assistance to help improve the sustainability of the water system storage for both drinking water and fire suppression capabilities.

Activity Performed

Task 1 – Project Administration

- Task 1.1: Chief of Operations performed reviews of two drafted site plan options for the Seahaven tank site, based on discussions regarding tank size, easements and piping with BRE Chief Engineer Beazor.
- Task 1.2: Chief of Operations reviewed invoices received from BRE for accuracy and completeness and approved payment.
- Task 1.3: General Manager prepared 1st reimbursement request invoice with documentation and submitted to DWR project manager for review and approval.

Task 2 – CEQA Documentation and Permitting

Preparation of environmental information form and preliminary scheduling of biologist and archaeologist.

Task 2.1 – February 2, 2024, Biologist visited both tank sites to conduct 1st survey.

Task 2.2 – April 10, 2024, Cultural Resources Consultant visited both sites to conduct archaeological surveys.

Task 2.3 – April 30, 2024, the Cultural Resources Report was received by the Engineering firm who is also managing the project and preparing the environmental paperwork for the CEQA documentation and permitting.

Task 2.4 – May 1, 2024, the Biologist notified the Project Manager that they would have to conduct a second survey in Mid-May to complete the environmental work.

Task 2.5 – Biologist returned for 2nd visit on May 16, 2024, to conduct a final survey for plants.

Task 2.6 – Environmental Report is not complete, no documentation available.

Deliverables: Documentation (None)

Task 3 – Design and Contracting

Further development of Colby tank site plans including piping, layout, and appurtenance plan. Development of preliminary Seahaven tank site layouts.

Task 3.1 – April 10, 2024, preliminary drawings with 2 options for the Seahaven Tank Site were received from the engineer for review concerning easements and lot lines, with a request for consideration of options and a request to provide feedback.

Task 3.2 – April 10, 2024, Chief of Operations responded to Engineers with decision for Seahaven Tank site options and added discussion concerning piping and site changes.

Task 3.3 – April 26, 2024, Chief of Operations requested a quote from Tuff Shed for a new pump station building to replace the old building that will be re-located and replaced.

Task 3.4 –

Deliverables: Preliminary Drawings for Seahaven Tank Site for review.

Task 4 – Construction

No work has been performed.

Task 5 – Construction Management

No work has been performed.

Project Cost

The total budget of this project is \$1,200,000 and the total invoiced amount during this reporting period is \$44,665.47. The project costs information is provided in Table 1.

The term of this funding agreement began on June 14, 2023, and expires on June 30, 2025.

Table 1. Project Costs as of June 30, 2024

Task	Description	Grant Amount, \$	Invoiced to date, \$	Amount Remaining, \$	Percent Invoiced to date
1	Task 1 Project Administration	15,000	0	15,000	0
2	Task 2 CEQA Documentation and Permitting	30,000	14,820.47	15,179.53	49.40%
3	Task 3 Design and Contracting	135,000	51,502.50	83,507.50	38.14%
4	Task 4 Construction	880,000	0	880,000	0
5	Task 5 Construction Management	140,000	0	140,000	0
Total		1,200,000	66,322.97	1,133,687.03	5.53%

Project Schedule

The project is anticipated to be completed on June 30, 2025

Table 2. Project Schedule as of June 31, 2024

Task	Description	Planned Completion Date	Actual Completion Date
1	Task 1 Project Administration	06/30/2025	
2	Task 2 CEQA Documentation and Permitting	12/31/2024	
3	Task 3 Design and Contracting	12/31/2024	
4	Task 4 Construction	6/30/2025	
5	Task 5 Construction Management	6/30/2025	

Inverness Public Utility District

14505

Brelje & Race Engineering

Date 4/15/2024
Type Bill
Reference 0028212

Original Amt.	Balance Due	4/22/2024	Discount
19,861.25	19,861.25		Check Amount

Payment
19,861.25
19,861.25

PAYMENT FORWARDED

Bank of America 0150

19,861.25

Rev. 3/11

Invoice

Brelje & Race
CONSULTING CIVIL ENGINEERS

TIN: 94-1482242 - Incorporated
475 Aviation Boulevard, Suite 120
Santa Rosa, CA 95403

Inverness PUD
Approved for Payment
By: F Date: 4/19/24
Account # _____ **WFD**

1-371-35
Colby/Seahaven Tank Project

Shelley Redding
Inverness PUD
PO Box 469
Inverness, CA 94937

April 15, 2024
Project No: 02630.07
Invoice No: 0028212

Project 02630.07 Colby & Seahaven Tank Improvements

Email: [Shelley Redding - shelley.redding@invernesspud.org](mailto:shelley.redding@invernesspud.org)

Professional Services from March 1, 2024 to March 31, 2024

Phase 01 Colby Tank Improvements Plans

Professional Personnel

	Hours	Rate	Amount
Senior Principal	4.75	265.00	1,258.75
Senior Principal	.50	250.00	125.00
Senior Engineer	.25	220.00	55.00
Engineering Technician 1	100.00	170.00	17,000.00
Totals	105.50		18,438.75
Total Labor			18,438.75

Billing Limits

	Current	Prior	To-Date
Total Billings	18,438.75	13,297.50	31,736.25
Limit			63,000.00
Remaining			31,263.75

Total this Phase \$18,438.75

Phase 02 Seahaven Tank Improvements Plans

Professional Personnel

	Hours	Rate	Amount
Senior Principal	2.50	265.00	662.50
Totals	2.50		662.50
Total Labor			662.50

Billing Limits

	Current	Prior	To-Date
Total Billings	662.50	8,360.00	9,022.50
Limit			62,000.00
Remaining			52,977.50

Total this Phase \$662.50

Phase 03 Specifications

Thank you for your business. Please send payment within 21 days of receiving this invoice.

Please Remit To: 475 Aviation Blvd. Suite 120, Santa Rosa, CA 95403 v:707.576.1322 f:707.576.0469

Project	02630.07	Colby & Seahaven Tank Improvements	Invoice	0028212
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Billing Limits	Current	Prior	To-Date	
Total Billings	0.00	0.00	0.00	
Limit			10,000.00	
Remaining			10,000.00	
Total this Phase				0.00

Phase	04	Environmental Services
-------	----	------------------------

Professional Personnel

	Hours	Rate	Amount	
Senior Planner	4.00	190.00	760.00	
Totals	4.00		760.00	
Total Labor				760.00

Billing Limits	Current	Prior	To-Date	
Total Billings	760.00	0.00	760.00	
Limit			30,000.00	
Remaining			29,240.00	
Total this Phase				\$760.00

Phase	05	Construction Management
-------	----	-------------------------

Billing Limits	Current	Prior	To-Date	
Total Billings	0.00	0.00	0.00	
Limit			140,000.00	
Remaining			140,000.00	
Total this Phase				0.00
Total this Invoice				\$19,861.25

Work Included:

Further development of Colby tank site plans including piping, layout, and appurtenance plan. Development of preliminary Seahaven tank site layouts. Prepare environmental information form and preliminary scheduling of biologist and archaeologist.

Thank you for your business. Please send payment within 21 days of receiving this invoice.

Please Remit To: 475 Aviation Blvd. Suite 120, Santa Rosa, CA 95403 v:707.576.1322 f:707.576.0469

Inverness Public Utility District

Brelje & Race Engineering

Date 5/15/2024
Type Bill
Reference 0028383

14507

Payment
16,703.22
16,703.22

6/3/2024
Discount
Check Amount

Balance Due
16,703.22

Original Amt.
16,703.22

PAYMENT PRECORP

Bank of America 0150 Colby/Sehaven Tank Relacement Project April 2

16,703.22

Invoice

Brelje & Race
CONSULTING CIVIL ENGINEERS

RECEIVED

MAY 21 2024

BY: _____

TIN: 94-1482242 - Incorporated
475 Aviation Boulevard, Suite 120
Santa Rosa, CA 95403

Shelley Redding
Inverness PUD
PO Box 469
Inverness, CA 94937

May 15, 2024
Project No: 02630.07
Invoice No: 0028383

Project 02630.07 Colby & Seahaven Tank Improvements

Email: Shelley Redding - shelly.redding@invernesspud.org

Professional Services from April 1, 2024 to April 30, 2024

Phase 01 Colby Tank Improvements Plans

Professional Personnel

	Hours	Rate	Amount
Engineering Technician 1	.75	170.00	127.50
Totals	.75		127.50
Total Labor			127.50

Billing Limits

	Current	Prior	To-Date
Total Billings	127.50	31,736.25	31,863.75
Limit			63,000.00
Remaining			31,136.25
Total this Phase			\$127.50

Phase 02 Seahaven Tank Improvements Plans

Professional Personnel

	Hours	Rate	Amount
Senior Principal	3.00	265.00	795.00
Engineering Technician 1	8.50	170.00	1,445.00
Totals	11.50		2,240.00
Total Labor			2,240.00

Billing Limits

	Current	Prior	To-Date
Total Billings	2,240.00	9,022.50	11,262.50
Limit			62,000.00
Remaining			50,737.50
Total this Phase			\$2,240.00

Phase 03 Specifications

Professional Personnel

	Hours	Rate	Amount
Senior Principal	.50	265.00	132.50

Thank you for your business. Please send payment within 21 days of receiving this invoice.

Please Remit To: 475 Aviation Blvd. Suite 120, Santa Rosa, CA 95403 v:707.576.1322 f:707.576.0469

Project 02630.07 Colby & Seahaven Tank Improvements Invoice 0028383

Engineering Technician 1	11.00	170.00	1,870.00	
Totals	11.50		2,002.50	
Total Labor				2,002.50

Billing Limits	Current	Prior	To-Date	
Total Billings	2,002.50	0.00	2,002.50	
Limit			10,000.00	
Remaining			7,997.50	
		Total this Phase		\$2,002.50

Phase 04 Environmental Services
Professional Personnel

	Hours	Rate	Amount	
Senior Planner	18.50	190.00	3,515.00	
Engineering Technician 1	8.00	170.00	1,360.00	
Totals	26.50		4,875.00	
Total Labor				4,875.00

Billing Limits	Current	Prior	To-Date	
Total Billings	4,875.00	760.00	5,635.00	
Limit			30,000.00	
Remaining			24,365.00	
		Total this Phase		\$4,875.00

Phase 05 Construction Management

Billing Limits	Current	Prior	To-Date	
Total Billings	0.00	0.00	0.00	
Limit			140,000.00	
Remaining			140,000.00	
		Total this Phase		0.00

Phase 14 Subconsultant

Consultants				
SOL ECOLOGY, INC.			7,458.22	
Total Consultants			7,458.22	7,458.22
		Total this Phase		\$7,458.22
		Total this Invoice		\$16,703.22

Work Included:

Further development of Colby and Seahaven tank site plans. Prepare CEQA document, exhibits, and coordinate environmental Subconsultants.

Inverness PUD
Approved for Payment
 By: Ed Date: 5/24/24
 Account # _____ **WFD**

Thank you for your business. Please send payment within 21 days of receiving this invoice.
 Please Remit To: 475 Aviation Blvd. Suite 120, Santa Rosa, CA 95403 v:707.576.1322 f:707.576.0469

Inverness Public Utility District

14508

Brelje & Race Engineering
Date 6/17/2024 Type Bill Reference 28516

Original Amt. 8,101.00
Balance Due 8,101.00
7/2/2024 Discount
Check Amount

Payment
8,101.00
8,101.00

PAYMENT
PREPARED

Bank of America 0150

8,101.00

Rev 3/11

Invoice

Brelje & Race
CONSULTING CIVIL ENGINEERS

RECEIVED

JUN 17 2024

BY: _____

TIN: 94-1482242 - Incorporated
475 Aviation Boulevard, Suite 120
Santa Rosa, CA 95403

Shelley Redding
Inverness PUD
PO Box 469
Inverness, CA 94937

June 17, 2024
Project No: 02630.07
Invoice No: 0028516

Project 02630.07 Colby & Seahaven Tank Improvements

Email: Shelley Redding - shelly.redding@invernesspud.org

Professional Services from May 1, 2024 to May 31, 2024

Phase 01 Colby Tank Improvements Plans

Professional Personnel

	Hours	Rate	Amount
Senior Principal	.75	265.00	198.75
Totals	.75		198.75
Total Labor			198.75

Billing Limits

	Current	Prior	To-Date
Total Billings	198.75	31,863.75	32,062.50
Limit			63,000.00
Remaining			30,937.50
	1-371-35		
	1-371-212		
	Total this Phase		\$198.75

Phase 02 Seahaven Tank Improvements Plans

Professional Personnel

	Hours	Rate	Amount
Senior Principal	1.50	265.00	397.50
Engineering Technician 1	29.75	170.00	5,057.50
Totals	31.25		5,455.00
Total Labor			5,455.00

Billing Limits

	Current	Prior	To-Date
Total Billings	5,455.00	11,262.50	16,717.50
Limit			62,000.00
Remaining			45,282.50
	Total this Phase		\$5,455.00

Phase 03 Specifications

Professional Personnel

	Hours	Rate	Amount
Engineering Technician 2	4.00	180.00	720.00
Totals	4.00		720.00
Total Labor			720.00

Thank you for your business. Please send payment within 21 days of receiving this invoice.

Please Remit To: 475 Aviation Blvd, Suite 120, Santa Rosa, CA 95403 v:707.576.1322 f:707.576.0469

Project 02630.07 Colby & Seahaven Tank Improvements Invoice 0028516

Billing Limits	Current	Prior	To-Date	
Total Billings	720.00	2,002.50	2,722.50	
Limit			10,000.00	
Remaining			7,277.50	
			Total this Phase	\$720.00

Phase 04 Environmental Services

Professional Personnel

	Hours	Rate	Amount	
Senior Planner	2.00	190.00	380.00	
Engineering Technician 1	.50	170.00	85.00	
Totals	2.50		465.00	
Total Labor				465.00

Billing Limits	Current	Prior	To-Date	
Total Billings	465.00	5,635.00	6,100.00	
Limit			30,000.00	
Remaining			23,900.00	
			Total this Phase	\$465.00

Phase 05 Construction Management

Billing Limits	Current	Prior	To-Date	
Total Billings	0.00	0.00	0.00	
Limit			140,000.00	
Remaining			140,000.00	
			Total this Phase	0.00

Phase 14 Subconsultant

Consultants

SOL ECOLOGY, INC.			1,262.25	
Total Consultants			1,262.25	1,262.25

Total this Phase \$1,262.25

Total this Invoice \$8,101.00

Work Included:

Respond to DWR request for information, further development of Sea Haven Tank Site piping improvements, further development of specifications for both tanks, and preparation of CEQA exhibits and biological report.

Inverness PUD
Approved for Payment
 By: [Signature] Date: 6/27/24
 account # _____ **WFD**

Thank you for your business. Please send payment within 21 days of receiving this invoice.

Please Remit To: 475 Aviation Blvd. Suite 120, Santa Rosa, CA 95403 v:707.576.1322 f:707.576.0469



Inverness Public Utility District
Board Meeting

Agenda Item No. 6
Fire Department Report

FIRE DEPARTMENT REPORT

August 2024 / September Board Meeting

Incidents

Number Date

- #24-090 8/1 **EMS** @ S. Dream Farm for loss of consciousness.
Attendance: Jim Fox, Sydney Knudsen, Tom Fox
- #24-091 8/1 **EMS** @ Laurel Ave for dog bites.
Attendance: Jim Fox, Greg Eastman, Ken Fox, Tom Fox
- #24-092 8/8 **Vehicle accident** @ Pt. Reyes Lighthouse for motorcycle down.
Attendance: Cassidy Russell, David Briggs, Jacob Leyva, Jim Fox, Ken Fox, Tim Olson
- #24-093 8/11 **EMS** @ Edgemont for a fall. No transport.
Attendance: David Briggs, Jacob Leyva, Tim Olson, Tom Fox
- #24-094 8/11 **Wires down** @ Woodhaven.
Attendance: Brian Cassel, David Briggs, Ken Fox, Sydney Knudsen, Tim Olson, Tom Fox
- #24-095 8/14 **Vehicle accident** @ Lunny Ranch on SFD. Non-injury.
Attendance: Cassidy Russell, Greg Eastman, Jim Fox, Ken Fox, Sarah Flamm
- #24-096 8/17 **Water rescue** @ Marconi landing. No merit.
Attendance: Brian Cassel
- #24-097 8/17 **EMS** @ Sir Francis Drake Blvd for a person in a car. No merit.
Attendance: David Briggs, Jim Fox, Ken Fox, Sydney Knudsen
- #24-098 8/20 **Tree down** @ Sir Francis Drake Blvd and Redwood.
Attendance: Jim Fox
- #24-099 8/22 **Wires down** @ Sir Francis Drake Blvd and Camino del Mar. No merit.
Attendance: Cassidy Russell, David Briggs, Dennis Holton, Jacob Leyva, Jim Fox, Tim Olson
- #24-100 8/25 **EMS** @ Edgemont for a sick infant. M94 transport.
Attendance: Burton Eubank
- #24-101 8/27 **Vegetation Fire** @ Point Reyes Station. Inverness cancelled en route.
Attendance: Dennis Holton, David Briggs, Greg Eastman, Tom Fox, Jim Fox, Ken Fox, Tim Olson
- #24-102 8/29 **Fire alarm** @ 17 Rannoch Way. False alarm due to construction work.
Attendance: Cassidy Russell, David Briggs, Jacob Leyva, Jim Fox, Ken Fox

Trainings

August 4: Ladder safety and rescue joint drill with other West Marin Volunteer Departments.

Attendees: Jim Fox, David Briggs, Dennis Holton, Sydney Knudsen, Greg Eastman

August 27: LUCAS device (automated CPR) receipt and training. Radio operation discussion. High rise bundle lecture.

Attendees: Jim Fox, David Briggs, Dennis Holton, Sydney Knudsen, Greg Eastman, Tom Fox, Nikki Spencer, Andrew Bock, Brian Cassel

Activities and Maintenance

1. NFIRS data preparation.
2. New volunteer training.
3. Defensible space violation research and outreach.
4. National Night Out.
5. Inverness Fair.
6. UTV grant research.

Personnel

Jim Fox, Ken Fox, Tom Fox, Burton Eubank, Brian Cassel, Tim Olson, Dennis Holton, David Briggs, Nikki Spencer, Greg Eastman, Jay Borodic, Liam Riley, Andrew Bock, Jacob Leyva, Cassidy Russell, Andrew Bock, Sarah Flamm, Sydney Knudsen

Jim Fox, Chief

MWPA MONTHLY REPORT

August 2024 / September Board Meeting

Local Projects

- Vegetation maintenance activities in watershed on evacuation routes as needed.
- Evacuation route clearing 10-25 feet from roadway on many roads in Inverness (excluding mostly Sir Francis Drake Blvd) approved by county staff as allowable under Marin County Local Coastal Program. Inverness Fire has submitted to MWPA a list of non-county maintained roads that we'd like to have work done on in the 24-25 fiscal year.
 - Awaiting Marin County Board of Supervisors approval for CEQA for submitted roads. MWPA staff is expecting that approval to happen on September 19.
 - IPUD will coordinate with Marin County Fire or independent contractors to have crews perform work on some roads.
 - Current wish list of roads to have work done on this year: Woodhaven, Kehoe, Rannoch and Stirling.
 - Advance notice will be given to homeowners in the area that work is planned.

Defensible Space

- MWPA defensible space inspectors inspected approximately half of Inverness in July.
 - IPUD staff have access to defensible space reports in order to identify which properties were marked as most problematic by MWPA inspectors.
 - Properties in the southern portion of IPUD that have been identified as poorly maintained by MWPA defensible space inspectors were sent letters, a copy of their defensible space report and a link to grant opportunities.

West Marin CORE Project Activity

- CORE projects approved. Inverness will receive \$35,000 for a utility vehicle (UTV).
 - IPUD board approved use of approximately \$15,000 in reserve funds to make up difference in purchase price.
 - Purchase of UTV is underway.

Meetings / Committees

- September 5:
 - Coordinated with Marin County Fire and MWPA about how to most effectively and quickly get evacuation route work done. Inverness decided to explore coordinating and managing pre-approved contractors rather than having Marin County Fire handle most aspects of the work.
 - Discussed aspects of public outreach that would be effective.
 - Discussed coordination with MWPA and County Planning that needs to happen.



Inverness Public Utility District
Board Meeting

Agenda Item No. 7

Review and Approve Expenditures

Inverness Public Utility District
Check Detail
August 2024

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
Check		08/17/2024		Service Charge	1-103 · Bank of America 4809	
				Service Charge	870-06 · Banking & Payroll Charges	-309.70
						<u>-309.70</u>
Bill Pmt -Check	Auto	08/01/2024	Inverness Properties	VOID: August 2024 rent	1-103 · Bank of America 4809	
Bill Pmt -Check	EFT	08/07/2024	Truist Bank		1-103 · Bank of America 4809	
Bill	IPUD0112	08/01/2024		July AR Box	870-12 · Billing & Collections	-11.05
						<u>-11.05</u>
Bill Pmt -Check	EFT	08/09/2024	CalPERS Retirement	July Retirement	1-103 · Bank of America 4809	
Bill	July 24	07/31/2024		July Retirement - 3055	810-10 · Retirement Premiums	-1,452.32
				July Retirement - 26451	810-10 · Retirement Premiums	-2,352.20
				July Retirement - 3056	810-10 · Retirement Premiums	-1,336.32
				July Retirement - 25404	810-10 · Retirement Premiums	-916.84
				July Retirement - 3055	810-10 · Retirement Premiums	-970.21
				July Retirement - 26451	810-10 · Retirement Premiums	-2,310.11
						<u>-9,338.00</u>
Bill Pmt -Check	EFT	08/09/2024	Diversified Tech		1-103 · Bank of America 4809	
Bill		08/09/2024		Monthly Water Billing Fee	870-12 · Billing & Collections	-758.00
						<u>-758.00</u>
Bill Pmt -Check	EFT	08/12/2024	U. S. Bank Bancorp Purchasing Card Prog		1-103 · Bank of America 4809	
Bill		07/12/2024			CalCard xx6591 Jim Fox	-512.50
Bill		07/12/2024			CalCard xx7757 S. Redding	-1,401.42
Bill		07/12/2024			CalCard xx0239 David Briggs	-102.68
						<u>-2,016.60</u>
Bill Pmt -Check	EFT	08/15/2024	Innovative Business Solut	95952	1-103 · Bank of America 4809	
Bill	196140	08/15/2024		Payroll Fee	870-06 · Banking & Payroll Charges	-101.00
						<u>-101.00</u>

**Inverness Public Utility District
Check Detail
August 2024**

Bill Pmt -Check	EFT	08/15/2024	Truist Bank	June 2024 AR Box fees	1-103 · Bank of America 4809	
Bill	IPUD 0111	07/01/2024		June 2024 AR Box fees	870-12 · Billing & Collections	-0.78
						<u>-0.78</u>
Bill Pmt -Check	EFT	08/21/2024	Verizon Wireless		1-103 · Bank of America 4809	
Bill	99701474420	08/01/2024		Water System Comm.	870-01 · Telephone & Internet	-40.01
						<u>-40.01</u>
Bill Pmt -Check	EFT	08/26/2024	CalPERS-Fees	GASB 68 Report Fees	1-103 · Bank of America 4809	
Bill		08/14/2024		26451 GASB 68 Report Fees	810-14 · CalPERS Fees	-350.00
				25404 GASB 68 Report Fees	810-14 · CalPERS Fees	-350.00
				3055 GASB 68 Report Fees	810-14 · CalPERS Fees	-350.00
				3056 GASB 68 Report Fees	810-14 · CalPERS Fees	-350.00
						<u>-1,400.00</u>
Bill Pmt -Check	EFT	08/30/2024	Innovative Business Solut 95952		1-103 · Bank of America 4809	
Bill	197057	08/30/2024		Payroll Fee	870-06 · Banking & Payroll Charges	-95.50
						<u>-95.50</u>
Bill Pmt -Check	EFT	08/30/2024	CalPERS Retirement		1-103 · Bank of America 4809	
Bill	August 2024	08/30/2024		3055	810-10 · Retirement Premiums	-1,452.32
				26451	810-10 · Retirement Premiums	-2,174.20
				3056	810-10 · Retirement Premiums	-1,096.08
				25404	810-10 · Retirement Premiums	-925.04
				3055	810-10 · Retirement Premiums	-795.33
				26451	810-10 · Retirement Premiums	-2,234.09
						<u>-8,677.06</u>
Bill Pmt -Check	EFT	08/30/2024	U. S. Bank Bancorp Purchasing Card Prog		1-103 · Bank of America 4809	
Bill		08/02/2024			CalCard xx7757 S. Redding	-3,780.41
Bill		08/19/2024			CalCard xx6591 Jim Fox	-871.61
Bill		08/22/2024			CalCard xx0239 David Briggs	-73.48
						<u>-4,725.50</u>

Inverness Public Utility District
Check Detail
August 2024

Bill Pmt -Check	14509	08/26/2024	Brelje & Race Engineering Colby/Seahaven DWR Tank P	1-104 · Bank of America 0150	
Bill	0028758	08/15/2024	Phase 2 Seahaven Tank Improv	1371-35 · Colby & Seahaven Tank Impro	-1,478.75
			Environmental Services	1371-35 · Colby & Seahaven Tank Impro	-9,502.70
					<u>-10,981.45</u>
Bill Pmt -Check	14510	08/27/2024	Marin County Community Permit Application Fees Colby	1-104 · Bank of America 0150	
Bill	Colby Permit #1	08/26/2024	Deposit Coastal Permit Fee #1	1371-35 · Colby & Seahaven Tank Impro	-5,978.00
			Technology Fee Coastal Permit	1371-35 · Colby & Seahaven Tank Impro	-15.00
			Deposit Coastal Permit Fee#1 T	1371-35 · Colby & Seahaven Tank Impro	-716.00
			DPW Fee Coastal Permit #1 Co	1371-35 · Colby & Seahaven Tank Impro	-1,449.00
					<u>-8,158.00</u>
Bill Pmt -Check	14511	08/27/2024	Marin County Community Coastal Permit Application #2	1-104 · Bank of America 0150	
Bill	Seahaven Permit #2	08/26/2024	Deposit Coastal Permit #2 Sea	1371-35 · Colby & Seahaven Tank Impro	-5,978.00
			Technology Fee Coastal Permit	1371-35 · Colby & Seahaven Tank Impro	-15.00
			DPW Fee Coastal Permit #2 Se	1371-35 · Colby & Seahaven Tank Impro	-1,449.00
					<u>-7,442.00</u>
Bill Pmt -Check	60495	08/05/2024	Inverness Properties	1-103 · Bank of America 4809	
			Inverness Properties	Admin Office Rent	
				20000 · Accounts Payable	-1,232.00
					<u>-1,232.00</u>
Bill Pmt -Check	60496	08/05/2024	Marin Emergency Radio Authority	1-103 · Bank of America 4809	
Bill	2024-05	07/19/2024	2024/2025 agency contribution	830-03 · MERA Operations	-17,222.00
					<u>-17,222.00</u>
Bill Pmt -Check	60497	08/08/2024	Horizon Cable TV Inc.	1-103 · Bank of America 4809	
Bill		07/26/2024	Firehouse Internet	870-01 · Telephone & Internet	-90.04
					<u>-90.04</u>
Bill Pmt -Check	60498	08/08/2024	Jose Mendez	Fire Extinguisher Event 2024	1-103 · Bank of America 4809
Bill	IVFD 2024	08/08/2024	Fire Extinguisher Event 2024	843-05 · Public Education & Awareness	-300.00
					<u>-300.00</u>

**Inverness Public Utility District
Check Detail
August 2024**

Check	60499	08/07/2024	Erin Price	Closed account refund 336-031-103 · Bank of America 4809	
			Erin Price	Closed account refund 336-030-130.1 · Customer Refunds	<u>-89.44</u>
					-89.44
Bill Pmt -Check	60500	08/12/2024	Brelje & Race Laboratories	Monthly Bac-T Testing	1-103 · Bank of America 4809
Bill	157505	07/31/2024		Monthly Bac-T Testing	835-01 · BacT & Raw Samples
					<u>-405.00</u>
					-405.00
Bill Pmt -Check	60501	08/12/2024	Building Supply & Hardwa	Supplies for repairs	1-103 · Bank of America 4809
Bill	153126	07/28/2024		Supplies for repairs	850-01 · Supplies & Inventory
					<u>-413.74</u>
					-413.74
Bill Pmt -Check	60502	08/12/2024	Ferguson Enterprises LLC	1355	1-103 · Bank of America 4809
Bill	0266167	07/09/2024		Supplies	850-01 · Supplies & Inventory
					<u>-277.90</u>
					-277.90
Bill Pmt -Check	60503	08/12/2024	John's Dairy Equipment & Water Treatment Supplies		1-103 · Bank of America 4809
Bill	T39516	08/01/2024		Water Treatment Supplies	850-01 · Supplies & Inventory
					<u>-129.16</u>
					-129.16
Bill Pmt -Check	60504	08/12/2024	Lunny Grading & Paving		1-103 · Bank of America 4809
Bill	14873	08/06/2024		Woodhaven Leak Repair	840-06 · Distribution System Maintenance
Bill	14879	08/07/2024		Aberdeen Leak Repair	840-06 · Distribution System Maintenance
					<u>-4,042.88</u>
					<u>-10,817.65</u>
					-14,860.53
Bill Pmt -Check	60505	08/12/2024	Marin County Fire Chiefs / MCFCA	2024/2025 Annual dues	1-103 · Bank of America 4809
Bill	382	07/23/2024		MCFCA 2024/2025 Annual dues: 870-02 · Dues/Publications/Subscriptions	870-02 · Dues/Publications/Subscriptions
					<u>-1,301.00</u>
					-1,301.00
Bill Pmt -Check	60506	08/12/2024	PACE Supply Corp	09035-00	1-103 · Bank of America 4809
Bill	019707334	07/31/2024		Meter Box Parts	850-01 · Supplies & Inventory
Bill	019707334-1	08/01/2024		Meter Box Parts	850-01 · Supplies & Inventory
					<u>-577.51</u>
					<u>-411.35</u>
					-988.86

Inverness Public Utility District
Check Detail
August 2024

Bill Pmt -Check	60507	08/12/2024	Good & Clean	July Janitorial Services	1-103 · Bank of America 4809	
Bill	71916	08/06/2024		July Janitorial Services	840-02 · Building Maintenance	-278.00
				July Janitorial Services	840-02 · Building Maintenance	<u>-200.00</u>
						-478.00
Bill Pmt -Check	60508	08/12/2024	Horizon Cable TV Inc.		1-103 · Bank of America 4809	
Bill	005-009493 Apr 24	04/26/2024		005-009493 - Missed Payment	870-01 · Telephone & Internet	-105.04
Bill	005-009493 Jul 24	07/25/2024		July 2024 Fees	870-01 · Telephone & Internet	-29.00
Bill	005-009493 Aug 24	07/26/2024		August 2024 Internet	870-01 · Telephone & Internet	<u>-105.04</u>
						-239.08
Bill Pmt -Check	60509	08/13/2024	Inverness Properties	To replace voided payment n	1-103 · Bank of America 4809	
Bill	August rent	08/01/2024		New monthly rate for lease	870-15 · Admin. Office Rent	-1,236.00
				Bounced check fee	870-14 · Miscellaneous	<u>-10.00</u>
						-1,246.00
Bill Pmt -Check	60510	08/19/2024	Amazon Capital Services		1-103 · Bank of America 4809	
Bill	1XGW-RTKP-K9HF	06/26/2024		Supplies	850-01 · Supplies & Inventory	-65.11
Bill	19JR-M1LD-DQM1	07/01/2024		Radio Supplies	830-02 · Commo Supplies	<u>-65.86</u>
						-130.97
Check	60511	08/19/2024	Jacob Leyva	Reimbursement for Fuel 7/23/	1-103 · Bank of America 4809	
				Reimbursement for Fuel 7/23/2	860-01 · Vehicle Oil & Gas	<u>-49.11</u>
						-49.11
Bill Pmt -Check	60512	08/19/2024	AT&T CalNet	Phone Chgs 7/7 - 8/6	1-103 · Bank of America 4809	
Bill	7/7/24-8/6/24 CalNET	08/07/2024		9391065128, 9391065129, 939	870-01 · Telephone & Internet	-155.40
				9391065131, 9391065134	870-01 · Telephone & Internet	-150.74
				9391065135, 9391065136	870-01 · Telephone & Internet	<u>-122.17</u>
						-428.31
Bill Pmt -Check	60513	08/19/2024	AT&T Mobility	287322251032	1-103 · Bank of America 4809	
Bill	287322251032x0809202	08/01/2024		First Net Mobile	870-01 · Telephone & Internet	-50.47

**Inverness Public Utility District
Check Detail
August 2024**

				First Net Mobile	870-13 · Disaster Council	-45.43
				First Net Mobile	870-01 · Telephone & Internet	-50.47
				First Net Mobile	870-01 · Telephone & Internet	-45.43
				First Net Mobile	870-01 · Telephone & Internet	-50.47
						<u>-242.27</u>
Bill Pmt -Check	60514	08/19/2024	CORE Utilities, Inc.	July 2024 IT Svcs	1-103 · Bank of America 4809	
Bill	42819	08/12/2024		July 2024 IT Svcs	870-11 · Office IT Support	-30.00
				July 2024 IT Svcs	870-11 · Office IT Support	-90.00
				July 2024 IT Svcs	870-11 · Office IT Support	-330.00
						<u>-450.00</u>
Bill Pmt -Check	60515	08/19/2024	McPhail Fuel Company	INVPUB	1-103 · Bank of America 4809	
Bill	1026266	08/08/2024		Base Meter Chg	840-10 · Admin Office Utilities	-5.00
						<u>-5.00</u>
Bill Pmt -Check	60516	08/26/2024	Ann Elliott	Reimbursement - IDC	1-103 · Bank of America 4809	
Bill		08/22/2024		KN95 face masks for go bags	870-13 · Disaster Council	-69.85
						<u>-69.85</u>
Bill Pmt -Check	60517	08/26/2024	Power Dynamics LLC		1-103 · Bank of America 4809	
Bill	1381	08/20/2024		Firehouse Generator Maint.	840-01 · Equipment Maintenance	-391.73
				F1 Generator Maint.	840-01 · Equipment Maintenance	-364.90
						<u>-756.63</u>
Bill Pmt -Check	60518	08/26/2024	Quill LLC		1-103 · Bank of America 4809	
Bill	39888707	08/05/2024		Printer Ink	870-05 · Office Supplies	-177.61
				Printer Ink	870-05 · Office Supplies	-205.64
						<u>-383.25</u>
Bill Pmt -Check	60520	08/30/2024	Good & Clean	August Janitorial Svcs	1-103 · Bank of America 4809	
Bill	72151	08/23/2024		August Janitorial Svcs	840-02 · Building Maintenance	-278.00
				August Janitorial Svcs	840-02 · Building Maintenance	-200.00
						<u>-478.00</u>

Inverness Public Utility District
Check Detail
August 2024

Bill Pmt -Check	60521	08/30/2024	McMaster-Carr	Supplies	1-103 · Bank of America 4809	
Bill	32472873	08/28/2024		Supplies	850-01 · Supplies & Inventory	<u>-44.57</u>
						-44.57
Bill Pmt -Check	60522	08/30/2024	McPhail Fuel Company	INVPUB	1-103 · Bank of America 4809	
Bill	UO161555	08/23/2024		F1 Propane	840-07 · Collection/Treat Utilities	<u>-372.95</u>
						-372.95
Bill Pmt -Check	60523	08/30/2024	Quill LLC	Firehouse Supplies	1-103 · Bank of America 4809	
Bill	40057321	08/14/2024		Firehouse Supplies	850-01 · Supplies & Inventory	<u>-51.95</u>
						-51.95

Inverness Public Utility District CalCard Credit Card Report July 23 through August 22, 2024

Type	Date	Name	Memo	Account	Split	Amount	Balance
2670 · US Bank Cal Card							
CalCard xx0239 David Briggs							
Credit Card Charge	07/25/2024	Redwood Oil	Fuel	CalCard xx0239 David Briggs	860-01 · Vehicle Oil & Gas	59.47	59.47
Credit Card Charge	07/26/2024	Inverness Store	Volunteer Supplies	CalCard xx0239 David Briggs	843-01 · Volunteer Appreciation	5.36	64.83
Credit Card Charge	07/26/2024	Inverness Store	Volunteer Supplies	CalCard xx0239 David Briggs	843-01 · Volunteer Appreciation	8.65	73.48
Bill	08/22/2024	U. S. Bank Bancorp Purchashin...		CalCard xx0239 David Briggs	20000 · Accounts Payable	-73.48	0.00
Total CalCard xx0239 David Briggs						0.00	0.00
CalCard xx6591 Jim Fox							
Credit Card Charge	07/23/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	-SPLIT-	75.00	75.00
Credit Card Charge	08/01/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	-SPLIT-	72.12	147.12
Credit Card Charge	08/02/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	860-01 · Vehicle Oil & Gas	75.00	222.12
Credit Card Charge	08/02/2024	Inverness Park Market	Water Candidate Interview	CalCard xx6591 Jim Fox	870-14 · Miscellaneous	36.99	259.11
Credit Card Charge	08/02/2024	Amazon Capital Services	PPE	CalCard xx6591 Jim Fox	850-02 · Personal Protective Gear	19.48	278.59
Credit Card Charge	08/03/2024	Amazon Capital Services	PPE & Small Tools	CalCard xx6591 Jim Fox	-SPLIT-	21.07	299.66
Credit Card Charge	08/03/2024	Bovine Bakery	Volunteer Training	CalCard xx6591 Jim Fox	841-01 · Volunteer Training	50.10	349.76
Credit Card Charge	08/08/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	860-01 · Vehicle Oil & Gas	60.26	410.02
Credit Card Charge	08/08/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	860-01 · Vehicle Oil & Gas	75.00	485.02
Credit Card Charge	08/08/2024	Palace Market	Volunteer Supplies	CalCard xx6591 Jim Fox	843-01 · Volunteer Appreciation	5.39	490.41
Credit Card Charge	08/09/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	860-01 · Vehicle Oil & Gas	68.87	559.28
Credit Card Charge	08/13/2024	Adobe	Software	CalCard xx6591 Jim Fox	870-02 · Dues/Publications/Subscriptions	29.99	589.27
Credit Card Charge	08/16/2024	Palace Market	Volunteer Supplies	CalCard xx6591 Jim Fox	843-01 · Volunteer Appreciation	5.39	594.66
Credit Card Charge	08/16/2024	Amazon Capital Services	Small Tools	CalCard xx6591 Jim Fox	850-01 · Supplies & Inventory	51.95	646.61
Credit Card Charge	08/16/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	860-01 · Vehicle Oil & Gas	75.00	721.61
Credit Card Charge	08/19/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	860-01 · Vehicle Oil & Gas	75.00	796.61
Credit Card Charge	08/19/2024	Redwood Oil	Fuel	CalCard xx6591 Jim Fox	860-01 · Vehicle Oil & Gas	75.00	871.61
Bill	08/19/2024	U. S. Bank Bancorp Purchashin...		CalCard xx6591 Jim Fox	20000 · Accounts Payable	-871.61	0.00
Total CalCard xx6591 Jim Fox						0.00	0.00
CalCard xx7757 S. Redding							
Credit Card Charge	07/30/2024	Custom Ink, LLC	Purchase of t-shirts for Inverness Faire sale	CalCard xx7757 S. Redding	-SPLIT-	3,764.45	3,764.45
Credit Card Charge	08/02/2024	San Francisco Chronicle	E-subscription for one month	CalCard xx7757 S. Redding	870-02 · Dues/Publications/Subscriptions	15.96	3,780.41
Bill	08/02/2024	U. S. Bank Bancorp Purchashin...		CalCard xx7757 S. Redding	20000 · Accounts Payable	-3,780.41	0.00
Total CalCard xx7757 S. Redding						0.00	0.00
Total 2670 · US Bank Cal Card						0.00	0.00
TOTAL						0.00	0.00

Inverness Public Utility District Profit & Loss

August 2024

	Water (Enterprise Fund)	Total Enterprise Fund	District (General Fund)	TOT Expenses (Fire)	Fire - Other (Fire)	Total Fire (General Fund)	Total General Fund	TOTAL
Expense								
810 · Personnel Costs								
810-01 · Management Wages	4,365.96	4,365.96	9,357.96	0.00	4,691.93	4,691.93	14,049.89	18,415.85
810-02 · Operations Wages	20,834.00	20,834.00	0.00	4,195.16	0.00	4,195.16	4,195.16	25,029.16
810-03 · Administrative Wages	3,913.67	3,913.67	8,613.34	0.00	0.00	0.00	8,613.34	12,527.01
810-04 · Employers Payroll Tax	1,648.31	1,648.31	1,947.48	278.32	361.67	639.99	2,587.47	4,235.78
810-06 · Duty Officer Stpend	0.00	0.00	0.00	0.00	250.00	250.00	250.00	250.00
810-07 · Health Insurance	4,843.38	4,843.38	1,784.50	0.00	2,906.03	2,906.03	4,690.53	9,533.91
810-08 · Retiree Health Ins.	0.00	0.00	2,104.26	0.00	268.62	268.62	2,372.88	2,372.88
810-09 · Health Ins in Lieu	0.00	0.00	1,060.00	0.00	0.00	0.00	1,060.00	1,060.00
810-10 · Retirement Premiums	3,626.52	3,626.52	3,029.42	0.00	2,021.12	2,021.12	5,050.54	8,677.06
Total 810 · Personnel Costs	<u>39,231.84</u>	<u>39,231.84</u>	<u>27,896.96</u>	<u>4,473.48</u>	<u>10,499.37</u>	<u>14,972.85</u>	<u>42,869.81</u>	<u>82,101.65</u>
Total Expense	<u>39,231.84</u>	<u>39,231.84</u>	<u>27,896.96</u>	<u>4,473.48</u>	<u>10,499.37</u>	<u>14,972.85</u>	<u>42,869.81</u>	<u>82,101.65</u>
Net Income	<u><u>-39,231.84</u></u>	<u><u>-39,231.84</u></u>	<u><u>-27,896.96</u></u>	<u><u>-4,473.48</u></u>	<u><u>-10,499.37</u></u>	<u><u>-14,972.85</u></u>	<u><u>-42,869.81</u></u>	<u><u>-82,101.65</u></u>



Inverness Public Utility District
Board Meeting

Agenda Item No. 8

CalPERS Health Benefit Changes



Inverness Public Utility District

Board Agenda Item Staff Report

Subject: Resolution 288-2024, CalPERS Health Change
Meeting Date: September 17, 2024
Date Prepared: September 12, 2024
Prepared by: Shelley Redding, General Manager
Attachments: Finance Committee Report; Resolution 288-2024

Recommended Action: Receive Finance Committee report and adopt Resolution 288-2024 approving recommended changes to District's CalPERS Health Benefits.

The Inverness Public Utility District contracts with CalPERS health benefits for both active employees and retirees, and their families. Each year, CalPERS updates their catalog of providers and releases the approved premiums charged to the contracted participants. The current fiscal year of 2024-2025 has some coverage changes which affect the options and costs of the health plan coverage and the current resolution for Health Benefits will require some changes.

At the previous month's Board meeting, a request was made for the finance committee to convene and review the proposed changes and make a recommendation to the board at the September meeting. After reviewing the proposed changes, the finance committee has made a recommendation to change the cost share formula to 85% District and 15% Employee for employees and dependents, with a maximum premium for cost share based on the Kaiser Permanente Premiums.

Inverness PUD Finance Committee Report

9/17/2024 Board Meeting

Committee Members: Directors Ken Emanuels and David Press; General Manager Shelley Redding

Health Benefit Change Recommendation:

The finance committee convened, at the request of Board President Kathryn Donohue, to review the recommendation made by the General Manager regarding the health plan changes for the District employees and retirees. The committee was asked to consider the proposal and provide a recommendation to the Board.

The committee had a discussion concerning the continually rising cost of health care and the impact on employee share costs as well as the District finances. The review of the original recommendation of sharing the cost of the health premiums of 80% District and 20% Employee/Retiree, the committee decided to lessen the impact on the employees, to demonstrate their commitment to maintaining the importance of benefits for employees.

The summaries below show the 85% IPUD Cost Share and the 15% Employee Cost Share, based on current enrollments. The first chart is the monthly summary, and the second one is the annual summary. The annual summary shows a decrease in employee contributions by \$3,796.96, an annual increase of retiree share cost of \$11.56, and a net increase of IPUD Expense of \$6,503.32.

CalPERS does require a maximum Health Plan premium for this type of cost share coverage, and it is proposed to designate Kaiser Permanente as the maximum Health Plan designation for the premium cost share. This means that if an employee selects a plan with a premium higher than Kaiser, they will pay the difference between the kaiser premium and their selected premium, along with the 15% cost share.

IPUD Proposed Health Insurance Effective January 1 2025			
Monthly Health Share Cost 85% Employer / 15% Employee			
	2024	2025	\$ change
Total Paid to CalPERS	13,936.08	14,795.40	859.32
Total Deducted from Retiree	478.63	479.59	0.96
Total Deducted from EE	2,056.13	1,739.72	(316.41)
Net Monthly Expense IPUD	11,879.95	12,576.09	541.94

Annual Health Share Cost 85% Employer / 15% Employee			
	2024	2025	\$ change
Total Paid to CalPERS	167,232.96	177,544.80	10,311.84
Total Deducted from Retiree	5,743.56	5,755.12	11.56
Total Deducted from EE	24,673.56	20,876.60	(3,796.96)
Net Annual Expense IPUD	136,815.84	150,913.08	6,503.32

Health Resolution Template Packet

Contract vs. Resolution

The CalPERS Health Program is governed by the Public Employees Medical and Hospital Care Act (PEMHCA), and the California Code of Regulations (CCR), of the California Public Employees Retirement Law (PERL). PEMHCA contains all the rules and regulations that a contracting agency must adhere to. We define PEMHCA as the actual *health contract*, and the *resolution* as the method by which an agency elects to become subject to PEMHCA.

Resolution Type (Enclosed)

Change Resolution	Purpose
Format: <input checked="" type="checkbox"/> All, Equal <input type="checkbox"/> All, Unequal <input type="checkbox"/> By Group, Equal <input type="checkbox"/> By Group, Unequal	An agency must file a <i>change resolution</i> to change the monthly employer health contribution. Contracting agencies may change their employer contribution anytime in the contracting year. A change resolution becomes effective on the first day of the second month in which the resolution is filed and received by CalPERS. It is the agency's responsibility to notify its active and retired employees of the change.

Instructions

- The enclosed resolution should be completed by filling in the editable fields with the information requested in the field tab. Contracting agencies may not add, edit, or remove language in the enclosed resolution, other than the editable fields. CalPERS may reject resolutions that are submitted with additional changes.
- The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the governing body (i.e. Board of Directors, Board of Trustees, etc.), and the location and the date of signing.
- **This resolution serves as a legally binding document, and we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.** Please complete and include the enclosed cover sheet when mailing the resolution.

Questions or Additional Information

The Health Resolutions & Compliance Unit is responsible for authoring and maintaining this document. The unit can be contacted directly at HealthContracts@calpers.ca.gov.



**Please staple on top of your health resolution(s) or cover letter.
This will ensure that the CalPERS mailroom expedites delivery to our office.
Mail packet to either:**

Overnight Mail Service

California Public Employees' Retirement System
Health Resolutions & Compliance Services, HAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Resolutions & Compliance Services, HAMD
PO BOX 942714
Sacramento, CA 94229-2714

HEALTH RESOLUTION

CalPERS ID #	1929220653
Agency Name	Inverness Public Utility District
Desired Effective Date	January 1, 2025

RESOLUTION NO. 288-2024
FIXING THE EMPLOYER CONTRIBUTION
UNDER THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS

WHEREAS, (1) Inverness Public Utility District is a contracting agency under Government Code Section 22920 and subject to the Public Employees’ Medical and Hospital Care Act (the “Act”); and

WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it

RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of 85% of Region 1 Kaiser Permanente Basic, 85% of Region 1 Kaiser Permanente Senior Advantage (Medicare) and 85% of Region 1 Kaiser Permanente and Senior Advantage (Combination) per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (b) Inverness Public Utility District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (c) That the participation of the employees and annuitants of Inverness Public Utility District shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Inverness Public Utility District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, the General Manager to file with the Board a verified copy of this resolution, and to perform on behalf of Inverness Public Utility District all functions required of it under the Act; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2025.

Adopted at a regular meeting of the Inverness Public Utility District at Inverness, CA, this 17th day of September, 2024.

Signed: _____
President Kathryn Donohue

Attest: _____
Board Secretary Shelley L Redding



Inverness Public Utility District
Board Meeting

Agenda Item No. 9

SDRMA Ancillary Benefits Offerings



Inverness Public Utility District

Board Agenda Item Staff Report

Subject: Ancillary Benefits for Employees (Dental, Vision, Life, Short-Term & Long-Term Disability and Employee Assistance Program)
Meeting Date: September 17, 2024
Date Prepared: September 13, 2024
Prepared by: Shelley Redding, General Manager
Attachments: Finance Committee Report, SDRMA Ancillary Benefits Brochure

Recommended Action: Consider and Approve Finance Committee Proposal to Engage with Special District Risk Management Authority (SDRMA) to offer Ancillary Benefits to Active Employees.

The Special District Risk Management Authority (SDRMA) provides insurance services to IPUD for Property & Liability and Workers Compensation. The District contracts for health benefit coverage with CalPERS but does not provide ancillary benefits coverage for dental, vision, short- or long-term disability coverage and employee assistance programs. The District has not offered these types of benefits before. To attract new applicants for open positions in the District, these types of benefits could be added to enhance the District offerings.

At the previous month's Board meeting, a request was made for the finance committee to convene and review the proposal to add ancillary benefits for employees and make a recommendation to the board at the September meeting. After reviewing the benefits of the dental, vision and employee assistance program coverage provided through SDRMA, the finance committee proposes engaging with SDRMA to offer these benefits effective January 1, 2025.

Inverness PUD Finance Committee Report

9/17/2024 Board Meeting

Committee Members: Directors Ken Emanuels and David Press; General Manager Shelley Redding

ANCILLARY BENEFITS

The finance committee convened, at the request of Board President Kathryn Donohue, to review the recommendation made by the General Manager regarding the addition of ancillary benefits for the District employees. The committee was asked to consider the proposal and provide a recommendation to the Board.

The committee had a discussion concerning the proposal to provide benefits for employees that are offered at similar agencies, specifically dental and vision insurance as well as an employee assistance program benefit. The benefits would be provided through the District’s insurance agency, Special District Risk Management Authority (SDRMA). The benefits would be provided on a cost share basis for both Dental and Vision Insurance for employees and their dependents as well as access to an Employee Assistance Program. There is also the option for employees to obtain Life Insurance, Short-Term and/or Long-Term Disability at their own cost.

It is proposed to follow the same formula as the proposed Health Benefit of 85% employer cost share and employee 15% cost share for dental and vision the annual cost would be approximately \$928 for all employees and the District cost would be \$6,121. These amounts depend on the dental coverage chosen from the recommended plans for Dental Coverage of either the Delta Dental “Medium Plan” PPO or the “DeltaCare 11A” HMO, the Vision plan VSP Option 3.

The Employee Assistance Plan (EAP) “Care & Concern” is covered 100% by District at an annual cost of \$861. The summary below shows the proposal in comparison to 2 other scenarios.

IPUD Proposed Dental/Vision/Ancillary Benefits Effective January 1 2025					
Dental PPO 90% Employer /10% Employee		Dental PPO 85% Employer /15% Employee		Dental PPO 80% Employer /20% Employee	
2025		2025		2025	
Total Premium to SDRMA	6,560	Total Premium to SDRMA	6,560	Total Premium to SDRMA	6,560
Less Deducted from Employees	656	Less Deducted from Employees	984	Less Deducted from Employees	1,312
Net Expense ER	5,904	Net Expense ER	5,576	Net Expense ER	5,248
OR		OR		OR	
Dental HMO 90% Employer /10% Employee		Dental HMO 85% Employer /15% Employee		Dental HMO 80% Employer /20% Employee	
2025		2025		2025	
Total Premium to SDRMA	2,986	Total Premium to SDRMA	2,986	Total Premium to SDRMA	2,986
Less Deducted from Employees	299	Less Deducted from Employees	448	Less Deducted from Employees	597
Net Expense ER	2,687	Net Expense ER	2,538	Net Expense ER	2,389
PLUS		PLUS		PLUS	
VSP Vision 90% Employer / 10% Employee		VSP Vision 85% Employer /15% Employee		VSP Vision 80% Employer /20% Employee	
2025		2025		2025	
Total Premium to SDRMA	1,415	Total Premium to SDRMA	1,415	Total Premium to SDRMA	1,415
Less Deducted from Employees	142	Less Deducted from Employees	212	Less Deducted from Employees	283
Net Expense ER	1,274	Net Expense ER	1,203	Net Expense ER	1,132
PLUS		PLUS		PLUS	
Emp.Assist.Pgm 90% Employer /10% Employee		Emp.Assist.Pgm 85% Employer /15% Employee		Emp.Assist.Pgm 80% Employer /20% Employee	
2025		2025		2025	
Total Premium to SDRMA	861	Total Premium to SDRMA	861	Total Premium to SDRMA	861
Less Deducted from Employees		Less Deducted from Employees		Less Deducted from Employees	
Net Expense ER	861	Net Expense ER	861	Net Expense ER	861
Combined Annual Estimated Average Cost @ 90% Employer		Combined Annual Estimated Average Cost @ 85% Employer		Combined Annual Estimated Average Cost @ 80% Employer	
2025		2025		2025	
Total Premium to SDRMA	7,659	Total Premium to SDRMA	7,049	Total Premium to SDRMA	7,049
Less Deducted from Employees	619	Less Deducted from Employees	928	Less Deducted from Employees	1,238
Net Annual Expense IPUD	7,040	Net Annual Expense IPUD	6,121	Net Annual Expense IPUD	5,811

The other available benefits of Short-term or long-term Disability and Life Insurance are strictly voluntary for employee participation and is covered 100% by the employee.



ANCILLARY COVERAGES SUMMARY

DELTA DENTAL PPO – RATES GUARANTEED UNTIL JANUARY 1, 2026

*See page 3, note 14 for Plan Selections and Combination Guidelines

DENTAL BENEFITS	Low Plan	
	PPO	Non-PPO
Calendar Year Maximum	\$1,000	\$500
	(Per patient per calendar year)	
Calendar Year Deductible Individual / Family	\$50 / \$150 (Waived for Preventive)	
Age Limitations	Dependents to Age 26	
Diagnostic and Preventive	100%	100%
Oral Exam		
Routine Cleaning		
X-Rays		
Fluoride Treatment		
Space Maintainers		
Specialist Consultations		
Basic Services	80%	80%
Fillings		
Endodontics (Root Canal)		
Periodontics (Gum Treatment)		
Tissue Removal (Biopsy)		
Extractions & Other Oral Surgery		
Sealants		
Major Services	50%	50%
Crown Repair		
Inlays, Onlays		
Cast Restorations		
Bridges		
Partial and Full Dentures		
Orthodontics	Not Covered	
Eligible for Benefit	Not Covered	
Lifetime Maximum		

(Employer Contributes 51-100% of dependent cost):

Rates	
Employee Only	\$30.69
Employee + 1 Dependent	\$52.43
Employee + 2 or More Dependents	\$84.56

(Employer Contributes 0-50% of dependent cost):

Rates	
Employee Only	\$30.69
Employee + 1 Dependent	\$55.83
Employee + 2 or More Dependents	\$92.39

THIS SUMMARY IS INTENDED TO COMPARE COVERAGE BENEFITS ONLY. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR A DETAILED DESCRIPTION OF COVERAGE BENEFITS AND LIMITATIONS.



DELTA DENTAL PPO – RATES GUARANTEED UNTIL JANUARY 1, 2026

*See page 3, note 14 for Plan Selections and Combination Guidelines

DENTAL BENEFITS	Medium Plan		High Plan	
	PPO	Non-PPO	PPO	Non-PPO
Calendar Year Maximum	\$1,500	\$1,000	\$2,000	\$1,250
	(Per patient per calendar year)		(Per patient per calendar year)	
Calendar Year Deductible Individual / Family	\$50 / \$150 (Waived for Preventive)		\$50 / \$150 (Waived for Preventive)	
Age Limitations	Dependents to Age 26		Dependents to Age 26	
Diagnostic and Preventive	100%	100%	100%	100%
Oral Exam				
Routine Cleaning				
X-Rays				
Fluoride Treatment				
Space Maintainers				
Specialist Consultations				
Basic Services	80%	80%	80%	80%
Fillings				
Endodontics (Root Canal)				
Periodontics (Gum Treatment)				
Tissue Removal (Biopsy)				
Extractions & Other Oral Surgery				
Sealants				
Major Services	60%	60%	80%	80%
Crown Repair				
Inlays, Onlays				
Cast Restorations				
Bridges				
Partial and Full Dentures				
Orthodontics	50%	50%	50%	50%
Eligible for Benefit	Child & Adult		Child & Adult	
Lifetime Maximum	\$500		\$1,000	

(Employer Contributes 51-100% of dependent cost):

Rates		
Employee Only	\$41.61	\$53.46
Employee + 1 Dependent	\$70.56	\$89.92
Employee + 2 or More Dependents	\$110.62	\$136.68

(Employer Contributes 0-50% of dependent cost):

Rates		
Employee Only	\$41.61	\$53.46
Employee + 1 Dependent	\$74.98	\$95.17
Employee + 2 or More Dependents	\$121.13	\$149.66

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DENTAL HMO BENEFITS

*See page 3, note 14 for Plan Selections and Combination Guidelines

DENTAL HMO BENEFITS	DeltaCare Plan 10A Participating Providers (You Pay)	DeltaCare Plan 11A Participating Providers (You Pay)	DeltaCare Plan 12A Participating Providers (You Pay)
Diagnostic and Preventive			
Periodic Oral Evaluation	No Charge	No Charge	No Charge
X-Rays	No Charge	No Charge	No Charge
Teeth Cleaning	No Charge	No Charge	No Charge
Topical Flouride	No Charge	No Charge	No Charge
Sealants - per tooth	\$5	\$10	\$10
Restorative			
Amalgam Filling 1-4 Surfaces	\$0	\$0	\$5 - \$20
Resin - one surface, anterior	\$0	\$0	\$22
Endodontics (Root Canal Therapy)			
Pulp Cap	No Charge	No Charge	No Charge
Therapeutic Pulpotomy	\$0	\$0	\$15
Root Canal Therapy - anterior	\$45	\$55	\$85
Periodontics			
Gingivectomy - per quadrant	\$80	\$130	\$135
Osseous Surgery - per quadrant	\$175	\$280	\$300
Scaling and Root Planning - per quadrant	\$0	\$25	\$40
Oral Surgery			
Extractions - Impacted tooth: soft tissue	\$25	\$50	\$55
Extractions - Impacted tooth: partial bony	\$50	\$70	\$75
Extractions - Impacted tooth: full bony	\$70	\$90	\$95
Prosthodontics			
Complete - Upper or Lower	\$100	\$145	\$215
Immediate - Upper or Lower	\$120	\$165	\$235
Partial Denture - Upper or Lower	\$120	\$160	\$240
Crown and Bridge			
Inlay / Onlay	\$0	\$0	\$45 - \$55
Crown - Porcelain/Ceramic Substrate	\$195	\$240	\$295
Crown - Porcelain Fused to High Noble Metal	\$195	\$240	\$295
Crown - Full Cast High Noble Metal	\$170	\$210	\$260
Orthodontics - comprehensive			
Child to age 19	\$1,700	\$1,700	\$1,700
Member over age 19	\$1,900	\$1,900	\$1,900

DENTAL HMO RATES – RATES GUARANTEED UNTIL JANUARY 1, 2027

	PLAN	Employee	Employee + 1	Employee + 2 or More
Region I Los Angeles, Tulare, Ventura	DeltaCare 10A	\$19.98	\$35.64	\$52.53
	DeltaCare 11A	\$17.30	\$30.80	\$45.11
	DeltaCare 12A	\$16.79	\$29.77	\$43.88
Region II Alameda, El Dorado, Fresno, Imperial, Kern, Kings, Lake, Madera, Monterey, Napa, Orange, Riverside, Sacramento, San Bernardino, San Diego, San Mateo, Santa Clara	DeltaCare 10A	\$19.98	\$35.64	\$52.53
	DeltaCare 11A	\$17.30	\$30.80	\$45.11
	DeltaCare 12A	\$16.79	\$29.77	\$43.88
Region III Alpine, Amador, Calaveras, Colusa, Contra Costa, Del Norte, Glenn, Inyo, Lassen, Mariposa, Mendocino, Merced, Modoc, Mono, Nevada, Placer, Plumas, San Benito, San Francisco, San Joaquin, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Tehama, Trinity, Tuolumne, Yuba	DeltaCare 10A	\$20.70	\$36.87	\$54.38
	DeltaCare 11A	\$17.92	\$31.83	\$46.76
	DeltaCare 12A	\$17.30	\$30.69	\$45.22
Region IV Humboldt, Marin, Santa Barbara, Santa Cruz, Shasta, Sutter, Yolo	DeltaCare 10A	\$21.32	\$37.90	\$55.93
	DeltaCare 11A	\$18.44	\$32.75	\$48.20
	DeltaCare 12A	\$17.72	\$31.42	\$46.25
Region V Butte, San Luis Obispo	DeltaCare 10A	\$41.61	\$71.48	\$105.47
	DeltaCare 11A	\$38.73	\$66.23	\$97.64
	DeltaCare 12A	\$37.90	\$64.79	\$95.48

VSP VISION – RATES GUARANTEED UNTIL JANUARY 1, 2026

*See page 3, note 14 for Plan Selections and Combination Guidelines

VISION BENEFITS	Option 1		Option 2	
	In-Network	Non-Network	In-Network	Non-Network
Co-pay	\$25 for Exam and/or Materials		\$25 for Exam and/or Materials	
Exam	Covered after Co-pay	Plan pays up to: \$50	Covered after Co-pay	Plan pays up to: \$50
Lenses				
Single	Covered after Co-pay	\$50	Covered after Co-pay	\$50
Bifocal	Covered after Co-pay	\$75	Covered after Co-pay	\$75
Trifocal	Covered after Co-pay	\$100	Covered after Co-pay	\$100
Frames	\$130 Allowance 20% off amount over allowance	\$70	\$130 Allowance 20% off amount over allowance	\$70
Contact Lenses - Elective	\$130 Allowance	\$105	\$130 Allowance	\$105
Contact Lenses - Medically Necessary	Covered after Co-pay	\$210	Covered after Co-pay	\$210
Contact Exam and Fitting	Up to \$60	\$0	Up to \$60	\$0
Frequency of Services				
Eye Examination	12 months		12 months	
Lenses	24 months		12 months	
Frames	24 months		24 months	
Contact Lenses ¹	24 months		12 months	
Rates				
Employee Only	\$6.59		\$7.62	
Employee + 1 Dependent	\$12.77		\$14.83	
Employee + 2 or More Dependents	\$20.19		\$23.48	

¹ Contact lenses are in lieu of spectacle lenses and frames

THIS SUMMARY IS INTENDED TO COMPARE COVERAGE BENEFITS ONLY. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR A DETAILED DESCRIPTION OF COVERAGE BENEFITS AND LIMITATIONS.

VSP VISION – RATES GUARANTEED UNTIL JANUARY 1, 2026

*See page 3, note 14 for Plan Selections and Combination Guidelines

VISION BENEFITS	Option 3		Option 4		Option 5	
	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network
Co-pay	\$15 for Exam and/or Materials		\$25 for Exam and/or Materials		\$0 for Exam and/or Materials	
Exam	Covered after Co-pay	Plan pays up to: \$50	Covered after Co-pay	Plan pays up to: \$50	Covered after Co-pay	Plan pays up to: \$50
Lenses						
Single	Covered after Co-pay	\$50	Covered after Co-pay	\$50	Covered	\$50
Bifocal	Covered after Co-pay	\$75	Covered after Co-pay	\$75	Covered	\$75
Trifocal	Covered after Co-pay	\$100	Covered after Co-pay	\$100	Covered	\$100
Frames	\$130 Allowance 20% off amount over allowance	\$70	\$130 Allowance 20% off amount over allowance	\$70	\$130 Allowance 20% off amount over allowance	\$70
Contact Lenses - Elective	\$130 Allowance	\$105	\$130 Allowance	\$105	\$130 Allowance	\$105
Contact Lenses - Medically Necessary	Covered after Co-pay	\$210	Covered after Co-pay	\$210	No Co-pay	\$210
Contact Exam and Fitting	Up to \$60	\$0	Up to \$60	\$0	Up to \$60	\$0
Frequency of Services						
Eye Examination	12 months		12 months		12 months	
Lenses	12 months		12 months		12 months	
Frames	24 months		12 months		12 months	
Contact Lenses ¹	12 months		12 months		12 months	
Rates						
Employee Only	\$8.03		\$10.92		\$17.41	
Employee + 1 Dependent	\$15.45		\$21.42		\$34.20	
Employee + 2 or More Dependents	\$24.62		\$34.09		\$54.80	

¹ Contact lenses are in lieu of spectacle lenses and frames

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VOYA FINANCIAL BASIC LIFE AND AD&D – RATES GUARANTEED UNTIL JULY 1, 2027

For Groups with 10(+) Employee lives Basic Life and AD&D Benefits			For Groups with less than 10 Employee lives Basic Life and AD&D Benefits		
Eligibility:	All Eligible Employees working at least 20 hrs/wk		Eligibility:	All Eligible Employees working at least 20 hrs/wk	
Life Benefits:	Groups may elect a flat amount of: \$10,000-\$200,000 in \$10,000 increments Basic life benefits have to be defined by class of employee; i.e. City manager, confidential employees, etc. or All employees as one class or 1x Annual Salary or 2x Annual Salary		Life Benefits:	Groups may elect a flat amount of: \$10,000-\$200,000 in \$10,000 increments Basic life benefits have to be defined by class of employee; i.e. City manager, confidential employees, etc. or All employees as one class or 1x Annual Salary or 2x Annual Salary	
AD&D Benefits:	Same as Life		AD&D Benefits:	Same as Life	
Guaranteed Issue Amount	\$200,000		Guaranteed Issue Amount	\$200,000	
Benefit Reduction Formula	Age	% of Original Benefit	Benefit Reduction Formula	Age	% of Original Benefit
	65	65%		65	65%
	70	50%		70	50%
Accelerated Death Benefit	50% of Life Benefits if less than 6 Month Life Expectancy		Accelerated Death Benefit	50% of Life Benefits if less than 6 Month Life Expectancy	
Waiver of Premium	Included		Waiver of Premium	Included	
Seat Belt Benefit (AD&D)	Included		Seat Belt Benefit (AD&D)	Included	
Basic Life and AD&D Rate per \$1,000:	\$0.272*		Basic Life and AD&D Rate per \$1,000: Under Age 30	\$0.202*	
			Basic Life and AD&D Rate per \$1,000: Age 30-39	\$0.264*	
			Basic Life and AD&D Rate per \$1,000: Age 40-49	\$0.368*	
			Basic Life and AD&D Rate per \$1,000: Over Age 49	\$0.507*	

Example Calculation

Sample for 10+ Employee lives

1 employee with 100,000 of life insurance

Volume X rate/1000

100,000 X 0.272/1000 = \$27.20

* Rates provided on Ancillary invoice may vary slightly because of rounding.

Entities must contribute a minimum of 75% of the cost for active employees only. See page 3, note 3 for underwriting guideline of entity contribution for active employees.

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VOYA FINANCIAL SUPPLEMENTAL LIFE – RATES GUARANTEED UNTIL JULY 1, 2027

Supplemental Life Benefits*		
Eligibility	All Eligible Employees working at least 20 hrs/wk	
Employee Benefit		
Minimum	\$20,000	
Maximum	\$250,000	
Increments of:	\$10,000	
Guaranteed Issue Amount	Under Age 60: \$100,000 Age 60 and Over: \$50,000	
Spouse Benefit	Not to Exceed 50% of Employee's Life Benefit	
Minimum	\$20,000	
Maximum	\$125,000	
Increments of:	\$5,000	
Guaranteed Issue Amount	\$25,000	
Dependent Child(ren) Benefit		
Minimum	\$5,000	
Maximum	\$10,000	
Increments of:	\$5,000	
Guaranteed Issue Amount	\$10,000	
Benefit Duration	Age	% of Original Benefit
	65	65%
	70	50%
Waiver of Premium	Included	
Portability	Included	
	Rates	
Rates per \$1,000	Employee Rate (AD&D)	Spouse Rate (1) (2) (No AD&D)
Under age 25	\$0.117**	\$0.072**
Age 25-29	\$0.117**	\$0.072**
Age 30-34	\$0.148**	\$0.103**
Age 35-39	\$0.169**	\$0.124**
Age 40-44	\$0.220**	\$0.175**
Age 45-49	\$0.303**	\$0.258**
Age 50-54	\$0.488**	\$0.443**
Age 55-59	\$0.787**	\$0.742**
Age 60-64	\$1.178**	\$1.133**
Age 65-69	\$2.208**	\$2.163**
Over age 70	\$3.547**	\$3.502**
Dependent Child Rate per \$1,000	\$0.206**	\$0.206**

(1) The age of the employee is used when calculating the premium for Supplemental Life for the spouse.

(2) The spouse or dependents can only enroll in Supplemental Life if the employee is enrolled in Supplemental Life.

* Supplemental Life is only available if the Entity is enrolled in VOYA Financial Basic Life and AD&D.

** Rates provided on Ancillary Invoice may vary slightly because of rounding.

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VOYA FINANCIAL SHORT TERM DISABILITY – RATES GUARANTEED UNTIL JULY 1, 2027

For Groups with 10(+) Employee lives			
Short-Term Disability Benefits	Option 1	Option 2	Option 3
Eligibility:	All Eligible Employees working at least 20 hrs/wk	All Eligible Employees working at least 20 hrs/wk	All Eligible Employees working at least 20 hrs/wk
Elimination Period:			
Accident	7 Days	7 Days	7 Days
Illness	7 Days	7 Days	7 Days
Weekly Benefit Percentage	60%	60%	60%
Minimum Weekly Benefit	\$50	\$50	\$50
Maximum Weekly Benefit	\$1,252	\$1,500	\$1,500
Definition of Disability	Non-Occupational	Non-Occupational	Non-Occupational
Maximum Benefit Duration	52 Weeks	26 Weeks	13 Weeks
Benefit Integration	Offset Applies	Offset Applies	Offset Applies
Pre-Existing Condition	None	None	None
Rate per \$10 weekly benefit	Option 1	Option 2	Option 3
Rate (per \$10 weekly benefit)	\$0.79*	\$0.62*	\$0.46*

Example Calculations

	Option 1	Option 2	Option 3
Annual Salary	\$50,000.00	\$50,000.00	\$50,000.00
Weekly salary (annual/52)	\$961.54	\$961.54	\$961.54
Covered weekly salary (weekly X .60)	\$576.92	\$576.92	\$576.92
Divide by 10 (covered weekly/10)	\$57.69	\$57.69	\$57.69
Multiply above by Premium Rate (.79*, .62*, .46*)	\$45.58	\$35.77	\$26.54

Covered weekly must be capped if it surpasses maximum weekly benefit

	Option 1	Option 2	Option 3
Annual Salary	\$150,000.00	\$150,000.00	\$150,000.00
Weekly salary (annual/52)	\$2,884.62	\$2,884.62	\$2,884.62
Covered weekly salary (weekly X .60)	\$1,730.77	\$1,730.77	\$1,730.77
Capped maximum weekly coverage/benefit	\$1,252.00	\$1,500.00	\$1,500.00
Divide capped by 10 (capped weekly/10)	\$125.20	\$150.00	\$150.00
Multiply above by Premium Rate (.79*, .62*, .46*)	\$98.91	\$93.00	\$69.00

Definition:

Elimination period – Benefits begin the day after the elimination period ends.

* Rates provided on Ancillary invoice may vary slightly because of rounding.

NOTE: THIS SUMMARY IS FOR INFORMATIONAL PURPOSE ONLY. IT DOES NOT AMEND, EXTEND, OR ALTER THE CURRENT POLICY IN ANY WAY. IN THE EVENT INFORMATION IN THIS SUMMARY DIFFERS FROM THE PLAN DOCUMENT, THE PLAN DOCUMENT WILL PREVAIL.

THIS SUMMARY IS INTENDED TO COMPARE COVERAGE BENEFITS ONLY. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR A DETAILED DESCRIPTION OF COVERAGE BENEFITS AND LIMITATIONS.



VOYA FINANCIAL SHORT TERM DISABILITY – RATES GUARANTEED UNTIL JULY 1, 2027

For Groups with less than 10 Employee lives			
Short-Term Disability Benefits	Option 1	Option 2	Option 3
Eligibility:	All Eligible Employees working at least 20 hrs/wk	All Eligible Employees working at least 20 hrs/wk	All Eligible Employees working at least 20 hrs/wk
Elimination Period:			
Accident	7 Days	7 Days	7 Days
Illness	7 Days	7 Days	7 Days
Weekly Benefit Percentage	60%	60%	60%
Minimum Weekly Benefit	\$50	\$50	\$50
Maximum Weekly Benefit	\$1,252	\$1,500	\$1,500
Definition of Disability	Non-Occupational	Non-Occupational	Non-Occupational
Maximum Benefit Duration	52 Weeks	26 Weeks	13 Weeks
Benefit Integration	Offset Applies	Offset Applies	Offset Applies
Pre-Existing Condition	None	None	None
Age Banded Rates	Option 1	Option 2	Option 3
Rate per \$10: Under age 30	\$0.88*	\$0.67*	\$0.50*
Rate per \$10: 30-34	\$0.90*	\$0.68*	\$0.52*
Rate per \$10: 35-39	\$0.67*	\$0.52*	\$0.38*
Rate per \$10: 40-44	\$0.50*	\$0.39*	\$0.30*
Rate per \$10: 45-49	\$0.57*	\$0.44*	\$0.34*
Rate per \$10: 50-54	\$0.68*	\$0.54*	\$0.40*
Rate per \$10: 55-59	\$0.93*	\$0.72*	\$0.55*
Rate per \$10: 60-64	\$1.10*	\$0.87*	\$0.64*
Rate per \$10: 65+	\$1.31*	\$1.03*	\$0.75*

Example Calculations

	Option 1	Option 2	Option 3
Annual Salary	\$50,000.00	\$50,000.00	\$50,000.00
Weekly salary (annual/52)	\$961.54	\$961.54	\$961.54
Covered weekly salary (weekly X .60)	\$576.92	\$576.92	\$576.92
Divide by 10 (covered weekly/10)	\$57.69	\$57.69	\$57.69
Multiply above by Premium Rate	\$45.58	\$35.77	\$26.54

Covered weekly must be capped if it surpasses maximum weekly benefit

	Option 1	Option 2	Option 3
Annual Salary	\$150,000.00	\$150,000.00	\$150,000.00
Weekly salary (annual/52)	\$2,884.62	\$2,884.62	\$2,884.62
Covered weekly salary (weekly X .60)	\$1,730.77	\$1,730.77	\$1,730.77
Capped maximum weekly coverage/benefit	\$1,252.00	\$1,500.00	\$1,500.00
Divide capped by 10 (capped weekly/10)	\$125.20	\$150.00	\$150.00
Multiply above by Premium Rate	\$98.91	\$93.00	\$69.00

* Rates provided on Ancillary invoice may vary slightly because of rounding.

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VOYA FINANCIAL LONG TERM DISABILITY – RATES GUARANTEED UNTIL JULY 1, 2027

For Groups with 10(+) Employee lives		
Long Term Disability Benefits	Option 1	Option 2
Eligibility:	All Eligible Employees working at least 20 hrs/wk	All Eligible Employees working at least 20 hrs/wk
Elimination Period	90 Days (1)	180 Days (2)
Monthly Benefit Percentage	60%	60%
Maximum Monthly Benefit	\$5,000	\$5,000
Own Occupation Timeframe or Coverage Period	24 Months	24 Months
Disability Earnings Test	80%	80%
Definition of Disability	Earnings & Occupation	Earnings & Occupation
Recurrent Disabilities	6 Months	6 Months
Mental Health/Substance Abuse Limitations	24 Months	24 Months
Maximum Benefit Duration	To Age 65 or SSNRA	To Age 65 or SSNRA
Pre-Existing Condition	3/12	3/12
Rates	Option 1 – 90 days	Option 2 – 180 days
Rate per \$100	\$0.485*	\$0.365*

Example Calculation

Monthly Covered Salary X Rate/100

Monthly Covered Salary = Annual Salary/12

50,000/12 = \$4,166

\$4,166 (monthly covered salary) X 0.485 (rate)/100 = 20.21

(1) Benefit begins after 90 days

(2) Benefit begins after 180 days

Definitions:

Elimination Period – Benefits begin the day after the elimination period ends.

Own Occupation Timeframe or Coverage Period – Employee's disability will be evaluated on their ability to perform their own occupations to a certain degree.

Recurrent Disabilities – Refers to the instance where an employee recovers temporarily from a disability and returns to work, but then the disability resurfaces. If the disability resurfaces within a set time frame, the elimination period does not have to be satisfied again.

* Rates provided on Ancillary invoice may vary slightly because of rounding.

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VOYA FINANCIAL LONG TERM DISABILITY – RATES GUARANTEED UNTIL JULY 1, 2027

For Groups with less than 10 Employee lives		
Long Term Disability Benefits	Option 1	Option 2
Eligibility:	All Eligible Employees working at least 20 hrs/wk	All Eligible Employees working at least 20 hrs/wk
Elimination Period	90 Days (1)	180 Days (2)
Monthly Benefit Percentage	60%	60%
Maximum Monthly Benefit	\$5,000	\$5,000
Own Occupation Timeframe or Coverage Period	24 Months	24 Months
Disability Earnings Test	80%	80%
Definition of Disability	Earnings & Occupation	Earnings & Occupation
Recurrent Disabilities	6 Months	6 Months
Mental Health/Substance Abuse Limitations	24 Months	24 Months
Maximum Benefit Duration	To Age 65 or SSNRA	To Age 65 or SSNRA
Pre-Existing Condition	3/12	3/12
Age Banded Rates	Option 1 – 90 days	Option 2 – 180 days
Rate per \$100: Under age 25	\$0.131*	\$0.103*
Rate per \$100: Age 25-29	\$0.177*	\$0.130*
Rate per \$100: Age 30-34	\$0.225*	\$0.168*
Rate per \$100: Age 35-39	\$0.289*	\$0.214*
Rate per \$100: Age 40-44	\$0.374*	\$0.280*
Rate per \$100: Age 45-49	\$0.485*	\$0.365*
Rate per \$100: Age 50-54	\$0.634*	\$0.476*
Rate per \$100: Age 55-59	\$0.830*	\$0.625*
Rate per \$100: Over age 60	\$1.083*	\$0.812*

Example Calculation

Example based on an individual under age 25
 Monthly Covered Salary X Rate/100
 Monthly Covered Salary = Annual Salary/12
 50,000/12 = \$4,166
 \$4,166 (monthly covered salary) X 0.131 (rate)/100 = 5.46

- (1) Benefit begins after 90 days
- (2) Benefit begins after 180 days

Definitions:

Elimination Period – Benefits begin the day after the elimination period ends.

Own Occupation Timeframe or Coverage Period – Employee’s disability will be evaluated on their ability to perform their own occupations to a certain degree.

Recurrent Disabilities – Refers to the instance where an employee recovers temporarily from a disability and returns to work, but then the disability resurfaces. If the disability resurfaces within a set time frame, the elimination period does not have to be satisfied again.

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CONCERN AND CONCERN+ EMPLOYEE ASSISTANCE PROGRAMS

Employee Assistance Program	Concern Standard Plan-Rates Guaranteed Until July 1, 2026	Concern+ First Responder Plan-Rates Guaranteed Until January 1, 2025
Number of Sessions/Frequency	3 Face to Face, telephonic/web-video, live chat sessions per incident per member	10 Face to Face, telephonic/web-video, live chat sessions per incident per member
Employee Services	Telephonic Counseling & Referral for Counselling Sessions	Telephonic Counseling & Referral for Counselling Sessions
Work Life	Life Management Services	Life Management Services
Legal	Legal Referral Service - One 30 minute session and 25% discount if attorney retained	Legal Referral Service - One 30 minute session and 25% discount if attorney retained
Dependent Care	Child & Elder Care Referral Service	Child & Elder Care Referral Service
Financial	Up to two 30 minute sessions - Financial Consultations to include Pre-retirement and tax consultations	Up to two 30 minute sessions - Financial Consultations to include Pre-retirement and tax consultations
Parent Coaching	3 telephonic sessions/year (60 minutes initial/30 minutes follow-up)	3 telephonic sessions/year (60 minutes initial/30 minutes follow-up)
Employer Services		
Brown Bag Seminars	150 hours/year (pooled)	\$400/hour (culturally competent trainers)
CISD – Critical Incident Stress Debriefing	150 hours/year (pooled)	\$450/hour (culturally competent trainers)
Management Consultations	Unlimited	Unlimited
Management Training	Included w/Brown Bag Seminars	\$400/hour (culturally competent trainers)
Virtual Orientation	No Limits	No Limits
Reports	Annual Utilization Reports	Annual Utilization Reports
Newsletter and Collateral Materials	Yes, No Charge	Yes, No Charge
Internet Service	employees.concernhealth.com	employees.concernhealth.com
Identity Theft Assistance	60-minute free consultation with a trained fraud resolution specialist	60-minute free consultation with a trained fraud resolution specialist
Substance Abuse Professional	10 Visits (no additional charge)	10 Visits (no additional charge)
EAP Rate – Per Employee Per Month	\$3.32	\$10.85

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Inverness Public Utility District
Board Meeting

Agenda Item No. 10

**Approve Amended and Restated Revisions to the
JPA of the Marin Wildfire Prevention Authority
(MWPA)**



Board Agenda Item Staff Report

Subject: Marin Wildfire Prevention Authority (MWPA) Amended and Re-Stated Joint Exercise of Powers Agreement (JPA)
Meeting Date: September 17, 2024
Date Prepared: September 9, 2024
Prepared by: Mark Brown, E.D. MWPA & Shelley Redding, General Manager
Attachments: Proposed Amended MWPA JPA Agreement (Attachment 1).

Recommended Action: Approve the attached Marin Wildfire Prevention Authority (“Marin Wildfire”) Amended and Restated Joint Exercise of Powers Agreement (“Amended JPA Agreement”)

BACKGROUND:

Marin Wildfire was created when 17 local Marin agencies with fire prevention responsibility entered into a joint exercise of powers agreement and the voters adopted a tax measure to fund the agency in March 2020. Thanks to the efforts of the drafters of the original agreement, the document has provided a solid and efficient structure for the agency.

During the four years that the agreement has been in use, member agencies and Marin Wildfire staff have noted several provisions that would benefit from revision. The attached Amended JPA Agreement includes proposed changes that were developed with input from a working group consisting of Dan Schwarz, Jason Weber, Matthew Hymel, Dan Eilerman, and Mark Brown in consultation with counsel. In addition, an ad hoc subcommittee of the Marin Wildfire Board of Directors reviewed and offered feedback for the proposed amendments. Following the subcommittee’s review, the amendments were presented to the Marin Managers Association, Marin Wildfire Operations Committee, and the Marin Wildfire Executive Committee. Finally, on July 18, 2024, the Marin Wildfire Board of Directors approved the Amended JPA Agreement in the form attached to this report.

To take effect, the Amended JPA Agreement must be executed by three-fourths of the governing boards of the Marin Wildfire member agencies. (Amended JPA Agreement § 21). Accordingly, the amendments are being presented for approval to this body.

ANALYSIS:

The bulk of revisions included in the Amended JPA Agreement reflect current practices at Marin Wildfire, such as posting meeting minutes to the website rather than distributing them to each member agency. The amendments also include updates to language related to the passage of Measure C in 2020. The most substantive changes to the Amended JPA Agreement are the following:

1. **Section 3. Membership** This section has been amended to include the mechanism for an existing member’s withdrawal from Marin Wildfire and for new agencies to become members. As proposed, both the withdrawal and addition of members is explicitly tied to the agency’s role as a “member taxing entity” for a parcel tax measure. Original member agencies that were member taxing entities when the current tax measure (Measure C) was presented to the voters will continue to serve as Marin Wildfire members until expiration of the current tax measure. Similarly, agencies wishing to join Marin Wildfire may do so only when a tax measure is placed on the ballot to continue funding Marin Wildfire.
 - a. The City of Mill Valley provides a useful example of withdrawal/consolidation of member agencies. In July 2023, the City’s fire service and fire-related taxing authority were annexed to Southern Marin Fire District. The Marin Wildfire Board of Directors determined that the City of Mill Valley would remain a Marin Wildfire member until the expiration of the current tax measure. As discussed by the Board, the City was a member taxing entity at the time

the tax measure was adopted, and Mill Valley residents should continue to be represented by that entity until the tax expires. When a tax renewal measure goes to the voters, Southern Marin Fire District will be the member taxing entity for Mill Valley and the City will no longer be a member of Marin Wildfire.

- b. Tiburon and Belvedere are the only agencies with fire protection responsibility and fire-related taxing authority that may seek to join Marin Wildfire. To become members, like the initial 17 members, they must agree to sign the JPA Agreement, as amended, and to put a tax measure on the ballot to fund Marin Wildfire's work. As provided in the proposed revisions, the local agency may also be required by the Marin Wildfire Board to pay a "New Member Charge", which is a one-time pro rata charge for past expenditures and investments of Marin Wildfire that will be of benefit to the new member upon joining Marin Wildfire. This amount can be paid in full or deducted from their allocation of Marin Wildfire's local-specific wildfire prevention funding for the local agency.

2. **Section 7. Advisory Technical Committee** The Advisory Technical Committee (ATC) was included in the original agreement and was specifically required under that agreement to comply with the Ralph M. Brown Act. However, from discussions with original JPA agreement drafters, it appears that this requirement was included in the agreement in error. The ATC is made up exclusively of member agency staff who are tasked with developing projects that are evaluated by the agency and Marin Wildfire staff. In other words, this is a staff-level working group that is meant to collaborate across jurisdictions and to outline the technical aspects of proposed projects. Having the ATC comply with the Brown Act has proven to be an obstacle to collaboration, because discussions among a majority of members must occur only at properly noticed, public meetings.

Given that the ATC is intended to be a collaborative staff-level working group, the proposed Amended JPA Agreement eliminates provisions referencing the ATC. By doing so, there will no longer be a formal action of the Board or member agency legislative bodies to establish the ATC, so it will not be bound by the Brown Act. Rather, Marin Wildfire staff will convene the Committee comprised of the existing member agency representatives/ad hoc representatives and they will continue to carry out their important project development work.

Once the members on the ATC have developed draft proposals for projects, the existing process for finalizing those projects will remain unchanged under the Amended JPA Agreement. Specifically, the Marin Wildfire Operations Committee will develop budgets for each project and finalize the project proposals that are then considered by the Finance Committee, the Executive Committee and the Board of Directors as part of the Marin Wildfire annual Work Plan. All four of these advisory committees will continue to comply with the Brown Act and the multiple meetings held by these legislative bodies offer ample opportunity for public engagement in the project planning process.

3. **Section 9(c). Funding** The original agreement set aside 2% of the 20% of funds for defensible space and fire-resistant structure evaluations to be used for an "abatement fund". However, local agencies handle their own abatements based on local and state codes and Marin Wildfire is not able to take on those staff- and resource-intensive efforts. Therefore, as requested from the member agencies, the proposed Amended JPA Agreement eliminates the abatement fund.

**AMENDED AND RESTATED
JOINT EXERCISE OF POWERS AGREEMENT
FOR
MARIN WILDFIRE PREVENTION AUTHORITY**

This Amended and Restated Joint Exercise of Powers Agreement for the Marin Wildfire Prevention Authority (“Agreement”) is entered into pursuant to Sections 6500 *et seq.* of the California Government Code, by and between the following local agencies: the cities of San Rafael, Mill Valley, and Larkspur (“Cities”); the towns of San Anselmo, Corte Madera, Fairfax, and Ross (“Towns”); the County of Marin (including Service Areas 13, 19 and 31 collectively referred to as “County”); the Fire Protection Districts of Southern Marin, Novato, Kentfield, Stinson Beach, Bolinas, and Sleepy Hollow, the Marinwood Community Services District, the Inverness Public Utility District, and Muir Beach Community Services District (“Districts”); “Cities,” “Towns,” “County,” and “Districts” are referred to in their individual capacities outside of this Agreement as “Local Agencies,” and are referred to for the purposes of participation in this Agreement as “Member” or “Members”.

RECITALS

WHEREAS, the growing wildfire risk in Marin County does not respect jurisdictional boundaries and needs immediate action and sustained commitment to better protect Marin residents, homes and businesses; and

WHEREAS, intensifying climate change and extensive fuel build-up are contributing to the increasing threat of wildfire throughout Marin County and, to the extent possible, should be addressed through ecologically sound practices that minimize release of greenhouse gases and protect the biodiversity and resilience of Marin’s landscapes; and

WHEREAS, individual homes and properties are only as fire resilient as the surrounding homes and properties within each neighborhood or area; and

WHEREAS, the more than 260,000 people living in Marin County receive fire protection and emergency response services provided by 19 separate cities, towns, fire districts and the County of Marin and no single agency currently exists for coordinating wildfire prevention; and

WHEREAS, local fire agencies, communities, emergency service providers, city and towns governments and the County of Marin must coordinate wildfire prevention and disaster preparedness and mitigation, including maintaining defensible space, reducing combustible vegetation, making homes fire resistant and planning for organized evacuation in an emergency; and

WHEREAS, in 2016 the Marin County Fire Department published a *Community Wildfire Protection Plan*, identifying specific steps needed to reduce the risk of wildfire and related loss of life and property in Marin; and

WHEREAS, in 2018 Marin County published *Lessons Learned from North Bay Fire Siege*, summarizing key findings and conclusions from the 2017 wildfires that devastated Sonoma, Napa, Lake, Solano and Butte counties, burned nearly 250,000 acres, destroyed nearly 9,000 structures, forced 90,000 evacuations, caused \$14.5 billion in property damage and killed 44 people; and

WHEREAS, in 2019 the Marin County Civil Grand Jury issued *Wildfire Preparedness: A New Approach*, a report identifying an urgent need for a coordinated wildfire prevention program in Marin and providing detailed recommendations for reducing wildfire risk and securing dedicated funding for wildfire prevention programs; and

WHEREAS, efforts are needed to assist seniors, persons with disabilities, and low-income households to maintain defensible space, make homes fire resistant, and prepare for emergencies to mitigate wildfire threats to structures and defensible space; and

WHEREAS, each of Marin’s communities has unique local needs such as wildfire risk from homeless encampments or road widening for safe evacuations and the Marin Wildfire Prevention Authority (“Marin Wildfire”) will seek to address these specific local needs with a local wildfire mitigation program that assists local fire agencies in meeting unique community needs while sustaining a core countywide program for consistency; and

WHEREAS, the most effective way to protect all of our communities from the risk of wildfire is to come together in a joint powers authority to implement a countywide program of priority fire prevention, education and vegetation management; and

WHEREAS, the Marin Wildfire was formed when the 17 Members entered into the original joint exercise of powers agreement (“original agreement”) and Measure C, including Ordinance No. 3716, was approved by 70.8% of voters in March 2020 to impose a tax on all parcels of real property in Marin County within the boundaries of Marin Wildfire’s Members, which are defined as “Member Taxing Entities” under the Ordinance; and

WHEREAS, effective July 1, 2023, the City of Mill Valley consolidated its fire department and taxing authority for fire protection and prevention with the Southern Marin Fire District. As the original agreement did not address this type of action on the part of a Member Taxing Entity at the time the consolidation took effect, on August 17, 2023, the Marin Wildfire Board of Directors voted unanimously to allow the City of Mill Valley to remain a Member until the expiration of Measure C; and

WHEREAS, the Members wish to amend and restate the original agreement to reflect the current structure of Marin Wildfire and to address matters that were not included in the original agreement; and

WHEREAS, the Members find that the amendments reflected in this Agreement comport with the purpose of the voter approved measure, as set forth in Section 1 of this Agreement;

NOW, THEREFORE, for and in consideration of the mutual benefits, covenants, and agreements set forth herein, the Members agree as follows:

SECTION 1. Authority and Purpose

- a. This Agreement is made under the authority of Sections 6500 through 6515, inclusive, of the California Government Code, among the Members.
- b. The purpose of this Agreement is to establish a Joint Powers Authority separate from the Local Agencies. This Authority is to be known as the Marin Wildfire Prevention Authority and may be referred to as Marin Wildfire. Marin Wildfire will plan, finance, implement, manage, own and operate a multi-jurisdictional and county-wide agency to prevent and mitigate wildfires in Marin County. Each Member individually, at the time Measure C including Ordinance No. 3716 passed in 2020, had the statutory ability to provide fire suppression, protection, prevention and related incidental services. The purpose and intent of this Agreement is to jointly exercise the foregoing common powers in the manner set forth herein.

SECTION 2. Term of Agreement

This Agreement becomes effective upon the first date that at least three quarters (3/4) of the 17 Local Agencies listed above (i.e., 13 Local Agencies) approve the Agreement at a public meeting. It shall remain in effect until it is terminated pursuant to Section 16 or amended in accordance with Section 21.

SECTION 3. Membership

- a. **Initial Membership.** To become an initial Member, the Local Agency executed the original agreement and approved the County of Marin placing the tax measure on the ballot by October 31, 2019. A Local Agency geographically located in Marin County that possessed fire protection responsibilities must have adopted a resolution of their governing board to become a participating signatory to this Agreement and Member of Marin Wildfire. At that time, 17 of the Local Agencies had done so.
- b. **Successor Membership.** If, due to changes in circumstances (including, but not limited to changes in fire suppression responsibility approved by LAFCO) a Member's fire suppression responsibility is transferred to a new or different public agency, that new or different public agency shall be admitted as a Member upon approval of such membership and this Agreement by such public agency's governing body.
- c. **Member Withdrawal and Consolidation.**
 - 1) **Withdrawal.** A Member that wishes to withdraw from Marin Wildfire must provide written notice to Marin Wildfire at least one (1) year prior to the Board of Directors' final action to propose a tax renewal measure for consideration by Members. A Member's withdrawal will

take effect upon the expiration of the tax that is in place at the time such withdrawal notice is provided to the Board of Directors.

- 2) Consolidation/Merger. If, due to changes in circumstances a Member's fire protection responsibility and taxing authority for fire protection and prevention is transferred to a new or different public agency that results in a Member losing its fire protection responsibility and its Member taxing authority, the Member will be withdrawn from Marin Wildfire upon expiration of the tax that is in place at the time of any such changed circumstance.

d. **Additional Members.** A Local Agency geographically located in Marin County that possesses fire protection responsibilities may become a Member only when Marin Wildfire seeks to renew the tax that funds Marin Wildfire. Specifically, the Local Agency must adopt a resolution of their governing board to become a participating signatory to this Agreement, as amended, and must approve placing a tax measure on the ballot in conformance with Section 5(f) of this Agreement. The Board of Directors must adopt a resolution authorizing membership of the new Member, specifying conditions, if any, associated with membership, including a one-time pro rata charge to compensate for past expenditures and investments of Marin Wildfire that will be of benefit to the Member upon joining Marin Wildfire ("New Member Charge"). The Board of Directors' determination of the conditions, if any, including the New Member Charge, is final.

- 1) If the tax renewal measure is approved by the voters, each Additional Member will be considered a Member and will be represented on Marin Wildfire's Board of Directors. If a New Member Charge is required upon joining Marin Wildfire, that Charge will be deducted from the New Member's Local-specific wildfire prevention funding described in Section 9(d) until the Charge is paid in full. The New Member will also have the option of paying in full the Charge within sixty (60) days of joining Marin Wildfire.
- 2) If the tax renewal measure is not approved, this Agreement will terminate and assets will be allocated among the Initial Members as outlined in Section 16 and the new Member(s) will not become Member(s) or serve on Marin Wildfire's Board of Directors.

SECTION 4. Board of Directors

- a. Marin Wildfire will be governed by a Board of Directors comprising elected leaders from each Member to ensure that wildfire programs and resources are directed to areas of greatest need and opportunity for community benefit.

- b. Marin Wildfire shall be governed by the Board of Directors which is hereby established. The Board of Directors shall be comprised of Directors who are elected officials of the Members, and each Member shall have one Director on the Board of Directors.
- c. The Board of Directors shall hold at least two meetings each year as determined by its bylaws. Special Meetings of the Board may be called in accordance with the provisions of the Brown Act and Government Code Section 54956.
- d. Minutes of the adjourned, regular and special meetings of the Board shall be kept and said minutes shall be available to Members and the public on Marin Wildfire's website. A majority of the Directors of the Board will constitute a quorum; however, if the number of Members is an even number, then 50% of the Directors of the Board will constitute a quorum. In the event of a meeting of the Board with less than a quorum, the present Directors will only have the power to dismiss a meeting. For purposes of conducting business, a majority of the quorum will be authorized to act on behalf of Marin Wildfire, subject to the voting conditions set forth in Section 4.f.
- e. The Board shall elect, at its first meeting of each fiscal year, a President and Vice President. The President and Vice President shall serve one-year terms, but can be re-elected. The President shall represent Marin Wildfire and execute any contracts and other documents when required by the bylaws. The Vice President shall serve in the absence of the President.
- f. **Voting.** For all votes conducted by the Board, a proposed motion subject to vote passes when both following conditions are satisfied: (1) a majority of the Directors present vote in favor of a motion, and (2) the Directors present and voting in favor of a motion represent, in the aggregate, according to the then latest general census, over 50% of the population represented by the Member agencies present in the quorum.
- g. The Board may adopt from time to time such policies, procedures, bylaws, rules and regulations for the conduct of its affairs as deemed necessary by the Board.

SECTION 5. Powers of Marin Wildfire

- a. Marin Wildfire shall have all of the necessary powers and authorities granted by law to exercise the common powers of its members in providing wildfire suppression, protection, prevention and related and incidental services, with members retaining all powers.
- b. Marin Wildfire shall have all of the necessary powers to evaluate structures and defensible space and provide structural fire protection advice to enhance compliance of parcels of land and buildings meeting local fire and building codes, as well the power to create neighborhood and public education programs to reduce wildfire vulnerability and improve neighborhood preparedness.

- c. Marin Wildfire may contract with private companies and public agencies to create, implement and operate Marin Wildfire to provide wildfire protection and prevention, as well as to ensure buildings meet fire and building codes.
- d. Marin Wildfire may make and enter into contracts; adopt budgets; employ and retain agents and personnel; retain legal counsel; retain consultants and engineers; acquire grants; acquire, hold, lease and dispose of real and personal property; accept donations; sue and be sued; and possess and exercise all other powers common to the Members. The intent of this provision is to allow Marin Wildfire flexibility in making fiscally sound staffing decisions.
- e. Marin Wildfire may incur debt and issue bonds or any like instruments of no more than 10% of its annual budget in order to efficiently provide the service enumerated herein in compliance with the pertinent sections of the Government Code of the State of California. Specifically, Marin Wildfire can incur debt in its own name under any law authorizing a joint power authority to do so, including Government Code Section 6540 *et seq.*, and the Marks-Roos Local Bond Pooling Act of 1985, and Government Code Section 6584 *et seq.*
- f. Marin Wildfire may authorize taxes pursuant to Government Code Sections 50075 *et seq.*, 53978, or any successor statutes. Subsequent taxes shall be levied and assessed as a special parcel tax by the County of Marin, on behalf of itself and Member Taxing Entities, on all parcels of real property in the Member Taxing Entities for each fiscal year.
- g. Marin Wildfire may exercise the powers permitted pursuant to Government Code Section 6504 or any successor statute. Pursuant to Government Code Section 6509.5, Marin Wildfire is entitled to invest any money in the treasury that is not required for the immediate necessities of Marin Wildfire.
- h. Marin Wildfire may do all things necessary and lawful to carry out the purpose of this Agreement.
- i. As required by Government Code Section 6509, one Member must be designated such that the power of Marin Wildfire is subject to the restrictions upon the manner of exercising power possessed by the Member. The County of Marin is designated as the Government Code Section 6509 public entity.

SECTION 6. Operations Committee

- a. The Operations Committee shall be responsible for creating a recommended annual budget and a recommended annual work plan for the Board. The Operations Committee shall meet at least twice per year at a reasonable time before the Board must establish its budget. The Operations Committee representatives should strive for a balance of executive/administrative and fire expertise on the committee. The Operations Committee shall be composed of representatives who are agency staff or contract employees, one from each of the Members. The Operations Committee meetings will be held in accordance with the Ralph M. Brown Act, Government Code sections 54950 *et seq.*

- b. **Voting.** For all votes conducted by the Operations Committee, a proposed motion subject to vote passes when both following conditions are satisfied: (1) a majority of the representatives of the Operations Committee present vote in favor of a motion, and (2) the representatives of the Operation Committee present and voting in favor of a motion represent, in the aggregate, according to the then latest general census, over 50% of the population represented by the Member agencies present in the quorum.

SECTION 7. Reserved

SECTION 8. Community Oversight Committee

The Board of Directors will create a Community Oversight Committee. The Community Oversight Committee will review Marin Wildfire’s spending on an annual basis following the report from the Treasurer. After review of the previous year’s work program and the financial audit, the Community Oversight Committee will adopt a report on the spending of the parcel tax funds and the previous year’s work program to evaluate consistency with the tax measure. Community Oversight Committee participants will be residents who are neither elected officials of any government entity, nor public employees of any Member. Service on the Community Oversight Committee will be restricted to individuals who reside in Marin County. Participants on the Community Oversight Committee will be required to submit a statement of financial disclosure and participation will be restricted to individuals without economic interest in any of Marin Wildfire’s projects. The Community Oversight Committee may create subcommittees to monitor the deliberations of the Board of Directors and Operations Committee. The Board of Directors shall appoint participants to the Community Oversight Committee from applications received as set forth below:

- Five participants, each residing in one of these five general geographical areas: West Marin, Novato, San Rafael, Central Marin, and Southern Marin.
- One participant from a taxpayer organization of Marin County.
- One participant from environmental organizations of Marin County.
- One participant from Firewise communities or similar fire prevention organization.
- One participant from a non-partisan community-based organization.
- One nonvoting youth member (age 14-18) for a one-year term rotating between the five general geographical areas, when possible.

SECTION 9. Funding

- a. The Board shall adopt an annual budget for Marin Wildfire’s activities by June 1 of each year. In adopting the annual budget, the Board must consider recommendations from the Operations Committee. The annual budget shall identify the programs of Marin Wildfire and allocate funds by program. The budget and accounting system shall account for direct and overhead costs by

program. The Board shall allocate these costs for each program with the adoption of the annual budget. To the extent changes to the budget under California law require approval of more than a simple majority of Members, the population representation requirement of Section 4.f. shall not increase.

- b. The core program functions of Marin Wildfire will be funded by 60% of the tax measure proceeds and will consist of, but not be limited to, vegetation management; wildfire detection; evacuation plans and alerts; grants; and public education. Marin Wildfire may allocate core funds to local wildfire prevention efforts, should the Board of Directors determine the core functions of Marin Wildfire are being served. Vegetation management funds will be allocated with consideration towards equitable spending over the five operational zones. As part of the five-year review of the funding levels described in Section 9f, at least 80% of the revenue generated for vegetation management by each operational zone should be allocated within the respective zone. If this requirement is not met, it must be remedied within the next five-year period.
- c. Defensible space and fire-resistant structure evaluations, and mitigation of fire threats thereof, will be funded by 20% of the tax measure proceeds and will be done on a shared service basis or by the responsible Member consistent with Section 10.
- d. Local-specific wildfire prevention efforts will be funded by 20% of the tax measure proceeds and allocated to each Member in proportion to revenue raised in each Member's respective tax rate areas. Members must certify that the tax measure proceeds are used consistent with the purpose of Marin Wildfire and that the tax measure expenses result in a higher level of service than would otherwise be provided by the Member.
- e. An administrative cost of not more than 10% will be budgeted for each program, including the core program, defensible space and fire-resistant structure evaluation program, and local-specific wildfire prevention efforts. Should a Member locally administer the defensible space evaluations pursuant to Section 10, an administrative cost will not be withheld by Marin Wildfire for that program. The Board shall determine the methodology for calculating administrative costs.
- f. In Fiscal Year 2025-26, 2030-31, 2035-36 and continuing every five years thereafter, the Board may alter the funding levels of the core program functions of subsection 9.b. and the defensible space evaluations from subsection 9.c. The local-specific wildfire prevention efforts of subsection 9.d. will remain funded by 20% of the tax measure proceeds. A vote to alter the funding levels pursuant to this section shall require two-thirds approval of Directors voting to alter the funding levels, while maintaining the over 50% of the population represented by the Member agencies requirement in accordance with the voting rules set forth in Section 4.f. Should the Board approve changes to the funding levels of the programs, to provide adequate notice to Member agencies, those changes will not go into effect until two fiscal years after the changes were approved. For

example, if funding levels of programs are altered during Fiscal Year 2025-26, those changes will not be implemented until the budget of Fiscal Year 2027-28.

SECTION 10. Option to Locally Administer the Section 5.b. Defensible Space Program

Should a Member choose to locally administer the power set forth in Section 5.b., that Member shall evaluate structures and defensible space so property owners can enhance compliance with fire and building codes through homeowner education and, as necessary, enforcement follow-up. The Member choosing to locally administer the Defensible Space Program must certify that the Member shall use the funds provided by Marin Wildfire exclusively to evaluate defensible space and to enhance compliance with structures and land meeting fire and building codes, and not for any other purpose. Tax measure proceeds will be allocated to Members choosing to locally administer in an amount approximately equal to each Member's proportion of revenue raised in each Member's respective tax rate areas, as determined by the Board. For those Members remaining in the defensible space program, Marin Wildfire will expend the tax measure proceeds in an amount approximately equal to each Member's proportion of revenue raised in each Member's respective tax rate areas.

SECTION 11. Exemptions

Marin Wildfire shall be responsible for technical tax adjustments, consistent with the ballot measure. Whenever possible, Marin Wildfire must defer to reasonable requests from the Marin County Tax Collector to accommodate exemptions for parcels that are roads or creek beds, as well as split parcels ineligible for an assessor parcel combination solely because the parcels are not in the same tax rate area.

SECTION 12. Duties of Treasurer

- a. The Treasurer of Marin Wildfire shall be the Treasurer of one of the Members and/or a certified public accountant appointed by the Board of Directors in accordance with the provisions of the applicable law. Marin Wildfire at its first meeting and thereafter at its first meeting of the fiscal year shall elect a Treasurer and establish terms with the Member agency. This person shall also function as the Controller of Marin Wildfire.
- b. The Treasurer shall serve as the depository and have custody of all Authority funds and establish and maintain such books, records, funds, and accounts as may be required by generally accepted accounting practice, shall cause an independent annual audit of the accounts and records and comply with all requirements of Government Code Sections 6505, 6505.1, 6505.5 and 6505.6.
- c. The Treasurer, within one hundred and twenty (120) days after the close of each fiscal year ending on June 30, or as soon thereafter as possible, shall give a

complete written report of all financial activities for such fiscal year to the Members.

SECTION 13. Debts and Liabilities

As permitted pursuant to Government Code Section 6508.1, no debt, liability, or obligation of Marin Wildfire shall constitute a debt, liability, or obligation of any Member and each Member's obligation hereunder is expressly limited only to the appropriation and contribution of such funds as may be levied pursuant to this Agreement or as the Member may agree.

SECTION 14. Insurance and Indemnification

Marin Wildfire shall acquire such insurance protection as is needed to protect the interests of Marin Wildfire and the Members, and such cost shall not count toward the administrative fee of Section 9.e. Marin Wildfire may use self-insurance and may contract with a Member for insurance services. Marin Wildfire shall defend and indemnify and hold harmless the Members and each of their respective officers, agents and employees, from all claims, losses, damages, costs, injury and liability of every kind, nature and description directly or indirectly arising from the performance of any of the activities of Marin Wildfire or the activities undertaken pursuant to this Agreement (collectively, "Liabilities"), except where such Liabilities are caused solely by the gross negligence or willful misconduct of any indemnitee.

SECTION 15. Privileges, Immunities and Other Benefits

In accordance with California Government Code Section 6513, all of the privileges and immunities from liability, all exemptions from laws, ordinances and rules, and all pension, relief, disability, workmen's compensation, and other benefits which apply to the activity of the trustees, officers, employees or agents of the Members when performing their functions shall apply to the same degree and extent while engaged in the performance of any of their functions and duties for Marin Wildfire.

SECTION 16. Termination; Disposition of Assets.

- a. Should a tax measure to be placed on the ballot fail to pass or is subsequently repealed, this Agreement is terminated and shall be of no further effect upon certification of the election results.
- b. In accordance with Government Code Section 6512, upon termination of this Agreement, any surplus money in possession of Marin Wildfire or on deposit in any fund or account of Marin Wildfire shall be returned in proportion to the contributions made by the tax payers of each Member's jurisdiction. Any other property of Marin Wildfire shall be divided among the Members in such manner as shall be determined by Marin Wildfire in accordance with California law.

- c. If a tax measure is rescinded, all decisions of the Board with regard to determination of amounts to be transferred to Members or any successor shall be final.

SECTION 17. Severability

If any provision of the Agreement or its application to any person or circumstances is held invalid, the remainder of this Agreement and the application of the provision to other persons or circumstances shall not be affected.

SECTION 18. No Rights to Third Parties

All of the terms, conditions, rights and duties provided for in the Agreement are, and shall always be, solely for the benefit of the Members. It is the intent of the Members that no third party shall ever be the intended beneficiary of any performance, duty or right created or required pursuant to the terms and conditions of this Agreement. Nothing in this Section shall be interpreted to preclude the work of the Authority being done on private land.

SECTION 19. Notices.

Notices to Members under this Agreement shall be sufficient if delivered to the City Clerk or chief secretarial officer of the Member, or to any other person designated in writing by the Member.

SECTION 20. Prohibition Against Assignment.

No Member may assign any right, claim, or interest it may have under this Agreement, and no creditor, assignee or third-party beneficiary of any Member shall have any right, claim or title to any part, share, interest or assets under this Agreement.

SECTION 21. Amendments

This Agreement may be amended at any time by one or more supplemental agreements executed by mutual agreement of three-fourths (3/4) of the governing boards of the Members, so long as any amendment comports with the purpose of the voter approved measure, as set forth in Section 1 of this Agreement.

SECTION 22. Agreement Complete

The foregoing constitutes the full and complete Agreement of the parties with respect to the subject matter hereof, and supersedes all prior understandings or agreements whether written or verbal. There are no oral understandings or agreement not set forth in writing herein. Any such agreements merge into this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their proper officers thereunder duly authorized as of the date of approval by the public agencies that are parties hereto. This Agreement shall be executed in counterparts.

Dated: _____

By: _____



Inverness Public Utility District
Board Meeting

Agenda Item No. 11

Committee Meetings/Reports



Inverness Public Utility District
Board Meeting

Agenda Item No. 12

Adjournment