

INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT  WATER SYSTEM

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

Board of Directors

AGENDA

Regular Meeting

Wednesday, May 25, 2022

9:00 a.m.

Inverness Firehouse

Opening 9:00 a.m.

1. Call to Order; Attendance Report

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

3. Approval of Minutes: Regular meeting of March 27, 2022 and Special meeting of April 14, 2022

The State of the District

4. Management Report: Shelley Redding, Jim Fox

- Financial Reports
 - FY 2021/2022 financial reports
 - Capital projects accounting: April 2022
 - Black Mountain Software
- Tenney Tanks Replacement Project update
- Marin Wildfire Prevention Authority (MWPA) update
- Marin Emergency Radio Authority (MERA) update
- Marin LAFCo FY21-22 proposed budget
- State of the water shortage emergency
- SWRCB letter
- Memorandum regarding short-term rentals
- Earthquake Authority Grant activity – Inverness Disaster Council

5. Water System Reports: March 2022 and April 2022, Senior Water Operator Ken Fox

6. Fire Department Reports: March 2022 and April 2022, Chief of Operations Jim Fox

The Business of the District

7. Resolution 269-2022: Calling an Election on November 8, 2022, for Members of the Board of Directors

Material provided in the meeting packet is available on the District's website, www.invernesspubd.org, or by contacting the District office.

Items may not be taken up in the order shown on this Agenda.

For assistance in participating in this event due to a disability as defined under the ADA, please call in advance to (415) 669-1414.

THE PUBLIC IS CORDIALLY INVITED TO ATTEND AND TO COMMENT ON AGENDA ITEMS

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



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

8. **Resolution 270-2022: Public Hearing on and Adoption of Appropriations Limit for FY 2022-2023**
9. **Resolution 271-2022: Calling an Election on November 8, 2022, to Adjust the Appropriations Limit for Fiscal Years 2022/23 through 2025/26**
10. **Resolution 272-2022: Calling an Election on November 8, 2022, to Approve an Initiative Ordinance to Levy a Special Parcel Tax for Increased Fire Prevention and Control and Water Supply**
11. **Approve and Adopt Amended Fiscal Year 2021-2022 Budget**
12. **Acceptance of Extra-Help Work Agreements with Annuitants:** Agreements with Wade B. Holland and Kaaren S. Gann for extra-help employment during FY 2022-2023.
13. **Approve Expenditures and Credit Card Charges: March 2022 and April 2022**
14. **Committee Meetings/Reports**
Closing
15. **Adjournment**

Posted: May 20, 2022

INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT  WATER SYSTEM

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Board of Directors

AGENDA

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SHELLEY REDDING, GENERAL MANAGER/CLERK OF THE BOARD
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Posted: May 20, 2022



Inverness Public Utility District
Board Meeting May 25, 2022

Agenda Item No. 1

Call to Order;

Attendance Report



Inverness Public Utility District
Board Meeting May 25, 2022

Agenda Item No. 2

Public Expression

Opportunity for members of the public to address the Board on matters under the Board’s jurisdiction but not on the posted agenda.

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Inverness Public Utility District
Board Meeting May 25, 2022

Agenda Item No. 3

Approval of Meeting Minutes

- **Regular Meeting March 27, 2022**
- **Special Meeting April 14, 2022**



Inverness Public Utility District

Fire Department ✧ Water System

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

Board of Directors

Minutes, Regular Meeting

Wednesday, March 23, 2022, 9:00 a.m.

Video/Teleconference

1. Call to Order; Attendance Report

Vice President Whitney called the meeting to order at 9:00 a.m.

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

Directors Absent: Kenneth J. Emanuels (joined meeting at 9:28 a.m.)

Staff Present: Shelley Redding, Clerk and Administrator; Jim Fox, Chief of Operations (joined meeting at 9:12 a.m.)

Board accepted staff request that agenda items 7 – 11 be addressed after item 3 to ensure that Director Press is available to participate before he departs the meeting for another engagement at 10:00 a.m.

2. Public Expression

Woody Elliott referred to the February Board Meeting's minutes and asked the Board and Staff to provide an assessment of the proposed parcel tax initiative measure and how the District would be able to achieve the goals that are described in the proposed ordinance. Administrator Redding responded that until the initiative is placed on the ballot, the staff and Board of Directors would not provide any assessment of the ordinance. Administrator Redding also noted that at the February meeting she reported that staff is pursuing a FEMA grant to develop a Local Hazard Mitigation Plan that would identify community vulnerabilities in order to develop long-term plans for mitigation, whether the initiative passes or not.

3. Approval of Minutes: Regular Meeting of February 23, 2022

M/S Donohue/Press to approve the minutes of the Regular Meeting of February 23, 2022 as submitted. AYES 4, NOES 0

7. Affirm Intent To Keep Water Shortage Emergency Restrictions In Effect

Administrator Redding referred to the Staff Report prepared by Customer Services Manager Wade Holland asking that the Board adopt a motion to "Affirm that all Stage 1 and Stage 2 water usage restrictions adopted pursuant to the Water Shortage Emergency declared on July 22, 2020, remain in effect at this time." Administrator Redding noted that staff felt this was necessary to provide the Water System customers with a reminder about the restrictions due to the mild winter and low rainfall received to date. Staff noted that they plan to send an email to all customers to communicate the Board's affirmation (with current data as of the end of March).

M/S Johnson/Press to affirm that all Stage 1 and Stage 2 water usage restrictions adopted pursuant to the Water Shortage Emergency declared on July 22, 2020, remain in effect at this time. AYES 4, NOES 0

Staff member Ken Fox joined the meeting at 9:12 a.m.

8. Approve Expenditures and Credit Card Charges

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

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



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

9. Accept and Approve Audit Services Proposal from Nigro & Nigro, CPAs

Administrator Redding presented a staff report with a cost proposal attachment from Nigro & Nigro, CPAs for Audit Services for the Fiscal Year 2021-2022 (with the option for 2 additional years). Staff recommends accepting and approving the Audit Services Proposal as presented.

M/S Donohue/Johnson to accept and approve the fiscal year 2021-2022 Audit Services Proposal (with the option for 2 additional years) as presented by Nigro & Nigro CPAs. AYES 4, NOES 0

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

Administrator Redding presented a staff report with a recommendation to accept and approve the Actuarial Services, Inc. Agreement for GASB 68 Reporting for the 2021-2022 annual audit.

M/S Johnson/Donohue to accept and approve the Actuarial Services Inc. agreement for GASB 68 reporting for the 2021-2022 annual audit. AYES 4, NOES 0

11. Approve Resolution 265-2022 Appointing Administrator to Position of General Manager

Vice President Whitney and Director Press introduced Resolution 265-2022 appointing Administrator Redding to the position of General Manager and eliminating the position of Administrator. Vice President Whitney noted that the resolution designates the current salary defined in Ordinance 103-2021 to apply to the position of General Manager and that Administrator Redding has elected to defer any salary adjustment until the new fiscal year for budgetary and planning purposes. Directors Donahue, Johnson, Press, and Whitney congratulated Administrator Redding on the promotion and expressed their appreciation for her work with the District.

M/S Donohue/Press to approve Resolution 265-2022 making an appointment to the position of General Manager and eliminating the position of Administrator. AYES 4, NOES 0

President Emanuels joined the meeting by phone at 9:28 a.m.

4. Management Report

Financial Reports: Administrator Redding presented the financial reports for February 2022. She noted the balance sheet report that reflects the LAIF account balance with the assigned fund balances. Director Johnson asked about the budget-to-actuals report, specifically noting the personnel expenses. Administrator Redding responded that she will be asking the Finance Committee to meet for a budget workshop in preparation of recommending budget adjustments.

Capital Projects Accounting, February 2022: Administrator Redding presented the Capital Projects report for February 2022. Director Donohue asked if the balance sheet total for the Tenney Project reflects the loan amount. Administrator Redding noted that since the project started before the State Water Resources Control Board approved the funding agreement, the loan amount will only reflect expenses incurred after the approval.

Tenney Tanks Replacement Project Update: Chief of Operations Jim Fox reported that the second tank is installed and the next steps are to finish the piping connections, tank testing, and then filling. The final actions will be site cleanup and road repair. Administrator Redding noted that the project deadline per the terms of the loan is April 30 and there are no indications that the deadline will not be met.

MWPA Update: Administrator Redding presented meeting notes from a recent Operations Committee meeting she attended with Chief Fox. The meeting was primarily addressing the environmental compliance issues the MWPA is facing for some of the core projects, which is delaying progress, especially for West Marin core projects. Chief Fox noted that he has continued work on our local projects for clearing evacuation routes. Director Donohue asked if the Highland to Perth evacuation route work was impacted by the environmental issues. Chief Fox said it was not as it was part of his local work, not the core work. Director Press asked if he could participate in a meeting with MWPA staff to better understand the environmental compliance issues.

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

Community Outreach: Administrator Redding presented the most recent E-blast sent out by the District and highlighted the high rate of engagement by the recipients. Administrator Redding noted the most recent outreach that was developed by staff member Holland highlighted the District's efforts that resulted in a reduction in the County's list of potential new residences within the IPUD from 186 units to 27. Some responses to the outreach were provided to the Board for their information.

Grant Opportunities: Administrator Redding reported on pre-grant applications that she is submitting, including the Fire Risk Reduction Community List Application by the Board of Forestry and Fire Protection, which is due by April 1, and the FEMA grant for Local Hazard Mitigation Planning, which is due by April 8. She also noted that staff has identified a need to replace a Water System utility vehicle and is considering an electric vehicle. Staff is also exploring installation of vehicle charging stations at the Firehouse and at the main filter plant on Perth Way. Director Johnson offered to aid with the projects.

5. Water System Report

Senior Water Operator Ken Fox presented the February Water Report, noting he made a small error on the rainfall report for February. It should have been noted at .90. The cumulative amount reported is correct.

6. Fire Department Report

Chief Fox reported that there had not been many dispatches in January or February. He reported that transmission of dispatch reports from the County's Woodacre dispatch center to us no longer occurs automatically, so not all applicable dispatch reports have been received yet. He also noted that he is still not holding in-person trainings. Director Whitney asked if the pause in training drills might affect skills for fire responses? Chief Fox noted that some training sessions at the Bolinas Fire Department are being attended by some of our volunteers, but agreed that with the weather improving, he will resume outdoor drills.

12. Committee Meetings/Reports:

There were no committee reports.

13. Announcements, Next Meeting, Adjournment

Administrator Redding announced that the next Board Meeting is scheduled for April 27, 2022 and will be held at the Firehouse in the engine bay to provide for social distancing.

Vice President Whitney adjourned the meeting at 9:54 a.m.

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

Attest: /s/

Date: 4/27/2022

Shelley Redding, Clerk of the Board



Inverness Public Utility District

Fire Department ✧ Water System

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

Board of Directors

Minutes, Special Meeting

Thursday, April 14, 2022, 9:00 a.m.

Inverness Firehouse

1. Call to Order; Attendance Report

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

Directors Present: Ken Emanuels, Dakota Whitney, David Press

Directors Absent: Kathryn Donohue, Brent Johnson

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

2. Public Expression

There was no public comment.

3. Adoption of Resolution 267-2022: Authorizing the closing of the current business bank account at Bank of America and opening a new business bank account at Bank of America.

Director Emanuels presented Resolution 267-2022 and asked if there were any questions. There were no questions.

M/S Whitney/Press to approve Resolution 267-2022 authorizing the closing of the current business bank account at Bank of America and opening a new business bank account at Bank of America.

AYES 3, NOES 0

4. Adoption of Resolution 268-2022: Authorizing opening of a new business bank account at Wells Fargo Bank.

Director Emanuels presented Resolution 268-2022 and asked if there were any questions. There were no questions.

M/S Press/Whitney to approve Resolution 268-2022 authorizing the opening a new business bank account at Wells Fargo.

AYES 3, NOES 0

5. Announcements, Next Meeting, Adjournment

Administrator Redding announced that the next Board Meeting is scheduled for April 27, 2022 and will be held at the Firehouse in the engine bay to provide for social distancing.

President Emanuels adjourned the meeting at 9:05 a.m.

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

Attest: /s/

Date: 4/27/2022

Shelley Redding, Clerk of the Board

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



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



Inverness Public Utility District Board Meeting May 25, 2022

Agenda Item No. 4

Management Report

Clerk S. Redding & J. Fox

- Financial Reports
 - FY 2021/2022 Finance Reports
 - Capital Projects Accounting – April 2022
 - Black Mountain Software
- Tenney Tanks Replacement Project Update
- Marin Wildfire Prevention Authority (MWPA) Update
- Marin Emergency Radio Authority (MERA) Update
- Marin LAFCo FY21-22 Proposed Budget
- State of the Water Shortage Emergency
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Inverness PUD
2-Profit & Loss- Month
March through April 2022

	Mar 22	Apr 22	TOTAL
Ordinary Income/Expense			
Income			
N 600 · Property Tax Income			
600-01 · Ad Valorem Property Taxes	1,295.97	192,665.48	193,961.45
600-02 · Special Fire Tax Assessment	0.00	30,705.22	30,705.22
600-03 · Excess ERAF	0.00	59,626.92	59,626.92
Total N 600 · Property Tax Income	1,295.97	282,997.62	284,293.59
N 650 · Other Agency Income			
650-01 · TOT Revenue (Meas W) - Restrict	47,875.48	0.00	47,875.48
Total N 650 · Other Agency Income	47,875.48	0.00	47,875.48
N 700 · Water Charges			
700-01 · Basic Charges	0.00	76,987.50	76,987.50
700-02 · Usage Charges	0.00	-222.00	-222.00
700-03 · Cross Connection Fees	0.00	216.00	216.00
700-04 · Miscellaneous Charges	0.00	46.50	46.50
700-06 · Drought Surcharge	0.00	15,397.50	15,397.50
Total N 700 · Water Charges	0.00	92,425.50	92,425.50
N 710 · Misc. Income			
710-02 · Other Income	218.93	0.00	218.93
710-09 · Fraud-Linked Reimbursement	5,000.02	0.00	5,000.02
N 710 · Misc. Income - Other	0.05	0.00	0.05
Total N 710 · Misc. Income	5,219.00	0.00	5,219.00
Total Income	54,390.45	375,423.12	429,813.57
Gross Profit	54,390.45	375,423.12	429,813.57
Expense			
Void Check	0.00	0.00	0.00
N 810 · Personnel Expenses			
810-01 · Management	15,211.11	14,245.32	29,456.43
810-02 · Operations Personnel	21,646.25	23,900.76	45,547.01
810-03 · Administrative Personnel	4,572.54	2,932.65	7,505.19
810-04 · Employer Payroll Taxes	3,402.19	3,573.39	6,975.58
810-07 · Health Insurance Premiums	8,908.65	8,678.80	17,587.45
810-08 · Retirement Premiums	5,031.51	5,770.35	10,801.86
810-10 · Accrued Vacation	0.00	5,138.28	5,138.28
810-11 · Workers Comp Insurance	-202.24	0.00	-202.24
Total N 810 · Personnel Expenses	58,570.01	64,239.55	122,809.56
N 830 · Dispatch & Communications			
830-01 · Radio/Pager Repair	96.15	20.84	116.99
830-02 · Commo Supplies	1,751.64	344.60	2,096.24
Total N 830 · Dispatch & Communications	1,847.79	365.44	2,213.23
N 833 · Collection & Treatment			
833-01 · Chemicals	562.14	0.00	562.14
Total N 833 · Collection & Treatment	562.14	0.00	562.14
N 835 · Lab & Monitoring			
835-01 · BacT & Raw Samples	398.00	336.00	734.00
835-02 · Periodic Samples	0.00	373.00	373.00
835-03 · Lead & Copper	0.00	-224.50	-224.50
Total N 835 · Lab & Monitoring	398.00	484.50	882.50

Inverness PUD
2-Profit & Loss- Month
March through April 2022

	Mar 22	Apr 22	TOTAL
N 840 · Maintenance & Utilities			
840-02 · Building Maintenance	261.12	0.00	261.12
840-05 · Collection & Treatment Maint.	41.29	191.37	232.66
840-06 · Distribution System Maintenance	3,500.00	0.00	3,500.00
840-07 · Collection-Treatment Utilities	2,636.15	2,015.31	4,651.46
840-08 · Distribution System Utilities	66.81	65.44	132.25
840-09 · Firehouse Utilities	1,609.73	281.49	1,891.22
840-10 · SCADA Maintenance	270.00	2,270.00	2,540.00
Total N 840 · Maintenance & Utilities	8,385.10	4,823.61	13,208.71
N 844 · Storage & Distribution			
844-01 · Telemetry	189.66	189.66	379.32
Total N 844 · Storage & Distribution	189.66	189.66	379.32
N 845 · Supplies & Inventory			
845-01 · Supplies and Inventory	1,100.91	1,955.45	3,056.36
845-02 · Personal Protective Equipment	183.29	0.00	183.29
845-04 · Uniforms	0.00	107.73	107.73
Total N 845 · Supplies & Inventory	1,284.20	2,063.18	3,347.38
N 850 · Training			
850-01 · Volunteer Training	453.67	0.00	453.67
850-02 · Certification & Courses	175.00	65.00	240.00
850-04 · Volunteer Stipends	500.00	0.00	500.00
Total N 850 · Training	1,128.67	65.00	1,193.67
N 860 · Vehicle Operations			
860-01 · Gas & Oil	2,331.58	1,592.23	3,923.81
860-02 · Repairs & Service	1,009.72	0.00	1,009.72
Total N 860 · Vehicle Operations	3,341.30	1,592.23	4,933.53
N 870 · Administration			
870-01 · Telephone, Internet, Cable	493.78	402.28	896.06
870-02 · Dues & Publications	115.77	38.45	154.22
870-04 · Financial Reporting/Audit	0.00	1,000.00	1,000.00
870-05 · Office Supplies, Postage, Fees	1,397.44	860.96	2,258.40
870-06 · Bank & Payroll Charges	1,419.47	474.71	1,894.18
870-07 · Legal Expenses and Attorneys	720.00	240.00	960.00
870-08 · Board & Election Expenses	110.45	62.45	172.90
870-10 · Public Relations & Outreach	320.99	260.00	580.99
870-11 · Office IT Support	60.00	360.00	420.00
870-12 · Billing & Collections	706.04	12.09	718.13
870-13 · Disaster Council	0.00	462.39	462.39
870-14 · Miscellaneous	238.82	0.03	238.85
870-16 · Property Tax Admin. Fees	0.00	3,432.67	3,432.67
870-17 · Fraud Linked Expenses	4,999.97	0.00	4,999.97
Total N 870 · Administration	10,582.73	7,606.03	18,188.76
Total Expense	86,289.60	81,429.20	167,718.80
Net Ordinary Income	-31,899.15	293,993.92	262,094.77
Net Income	-31,899.15	293,993.92	262,094.77

Inverness PUD 2-Profit & Loss- Month

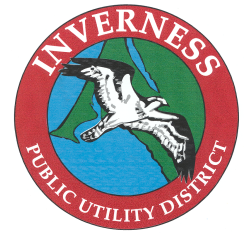
July 2021 through April 2022

	DISTRICT	FIRE	WATER	TOTAL
Ordinary Income/Expense				
Income				
N 600 · Property Tax Income				
600-01 · Ad Valorem Property Taxes	475,041.30	0.00	0.00	475,041.30
600-02 · Special Fire Tax Assessment	0.00	72,924.90	0.00	72,924.90
600-03 · Excess ERAF	139,508.12	0.00	0.00	139,508.12
600-04 · Prior Year Taxes	2,192.00	614.11	0.00	2,806.11
Total N 600 · Property Tax Income	616,741.42	73,539.01	0.00	690,280.43
N 650 · Other Agency Income				
650-01 · TOT Revenue (Meas W) - Restrict	47,875.48	0.00	0.00	47,875.48
650-02 · MWPA Defensible Space Program	0.00	12,182.08	0.00	12,182.08
650-03 · MWPA Local Specific Prevention	0.00	12,182.07	0.00	12,182.07
650-04 · WMES (Burton Funds)	0.00	7,490.00	0.00	7,490.00
Total N 650 · Other Agency Income	47,875.48	31,854.15	0.00	79,729.63
N 700 · Water Charges				
700-01 · Basic Charges	0.00	0.00	369,954.70	369,954.70
700-02 · Usage Charges	0.00	0.00	43,185.00	43,185.00
700-03 · Cross Connection Fees	0.00	0.00	1,080.00	1,080.00
700-04 · Miscellaneous Charges	0.00	0.00	1,075.00	1,075.00
700-06 · Drought Surcharge	0.00	0.00	30,795.00	30,795.00
Total N 700 · Water Charges	0.00	0.00	446,089.70	446,089.70
N 710 · Misc. Income				
710-02 · Other Income	301.92	288.01	132.90	722.83
710-04 · Merchandise Sales	0.00	65.00	0.00	65.00
710-07 · Interest Income	35.40	0.00	0.00	35.40
710-08 · CERBT OPEB Reimbursement	39,983.88	0.00	0.00	39,983.88
710-09 · Fraud-Linked Reimbursement	5,000.02	0.00	0.00	5,000.02
N 710 · Misc. Income - Other	824.20	3,121.17	0.54	3,945.91
Total N 710 · Misc. Income	46,145.42	3,474.18	133.44	49,753.04
Total Income	710,762.32	108,867.34	446,223.14	1,265,852.80
Gross Profit	710,762.32	108,867.34	446,223.14	1,265,852.80
Expense				
N 810 · Personnel Expenses				
810-01 · Management	95,298.89	43,073.81	30,024.46	168,397.16
810-02 · Operations Personnel	0.00	-266.61	196,016.86	195,750.25
810-03 · Administrative Personnel	27,726.45	0.00	10,220.00	37,946.45
810-04 · Employer Payroll Taxes	10,037.43	3,837.79	19,265.11	33,140.33
810-06 · Duty Officer	0.00	300.00	0.00	300.00
810-07 · Health Insurance Premiums	29,943.88	8,495.52	40,252.07	78,691.47
810-08 · Retirement Premiums	9,832.97	8,840.70	28,398.24	47,071.91
810-09 · Unfunded Accrued Liability	30,679.08	1,695.75	1,036.17	33,411.00
810-10 · Accrued Vacation	1,436.40	857.28	14,384.78	16,678.46
810-11 · Workers Comp Insurance	-3,380.73	5,619.84	7,146.28	9,385.39
Total N 810 · Personnel Expenses	201,574.37	72,454.08	346,743.97	620,772.42
N 830 · Dispatch & Communications				
830-01 · Radio/Pager Repair	0.00	116.99	0.00	116.99
830-02 · Commo Supplies	0.00	2,502.99	400.00	2,902.99
830-03 · MERA Operations	0.00	11,915.00	0.00	11,915.00
830-05 · MERA New Financing	0.00	1,121.00	0.00	1,121.00
Total N 830 · Dispatch & Communications	0.00	15,655.98	400.00	16,055.98
N 833 · Collection & Treatment				
833-01 · Chemicals	0.00	0.00	4,422.99	4,422.99
Total N 833 · Collection & Treatment	0.00	0.00	4,422.99	4,422.99
N 835 · Lab & Monitoring				
835-01 · BacT & Raw Samples	0.00	0.00	3,456.00	3,456.00
835-02 · Periodic Samples	0.00	0.00	6,847.00	6,847.00
835-03 · Lead & Copper	0.00	0.00	365.50	365.50
Total N 835 · Lab & Monitoring	0.00	0.00	10,668.50	10,668.50

Inverness PUD 2-Profit & Loss- Month

July 2021 through April 2022

	DISTRICT	FIRE	WATER	TOTAL
N 840 · Maintenance & Utilities				
840-01 · Equipment Maintenance	0.00	0.00	439.48	439.48
840-02 · Building Maintenance	990.00	3,290.41	41.12	4,321.53
840-03 · Grounds Maintenance	0.00	276.00	403.04	679.04
840-04 · Tank Maintenance	0.00	0.00	3,485.61	3,485.61
840-05 · Collection & Treatment Maint.	0.00	0.00	1,457.90	1,457.90
840-06 · Distribution System Maintenance	0.00	0.00	11,907.67	11,907.67
840-07 · Collection-Treatment Utilities	0.00	0.00	29,289.75	29,289.75
840-08 · Distribution System Utilities	0.00	0.00	791.70	791.70
840-09 · Firehouse Utilities	0.00	5,275.77	0.00	5,275.77
840-10 · SCADA Maintenance	0.00	0.00	7,252.00	7,252.00
Total N 840 · Maintenance & Utilities	990.00	8,842.18	55,068.27	64,900.45
N 843 · Fire Prevention				
843-01 · Public Education and Awareness	0.00	181.19	0.00	181.19
Total N 843 · Fire Prevention	0.00	181.19	0.00	181.19
N 844 · Storage & Distribution				
844-01 · Telemetry	0.00	0.00	1,888.28	1,888.28
844-03 · Miscellaneous	0.00	0.00	12.94	12.94
Total N 844 · Storage & Distribution	0.00	0.00	1,901.22	1,901.22
N 845 · Supplies & Inventory				
845-01 · Supplies and Inventory	794.12	3,529.00	13,385.07	17,708.19
845-02 · Personal Protective Equipment	0.00	1,029.35	0.00	1,029.35
845-03 · Resale Merchandise	0.00	2,360.52	0.00	2,360.52
845-04 · Uniforms	0.00	0.00	200.62	200.62
Total N 845 · Supplies & Inventory	794.12	6,918.87	13,585.69	21,298.68
N 850 · Training				
850-01 · Volunteer Training	0.00	1,510.80	0.00	1,510.80
850-02 · Certification & Courses	175.00	0.00	188.03	363.03
850-03 · Volunteer Appreciation	0.00	1,500.00	0.00	1,500.00
850-04 · Volunteer Stipends	0.00	2,390.00	0.00	2,390.00
Total N 850 · Training	175.00	5,400.80	188.03	5,763.83
N 860 · Vehicle Operations				
860-01 · Gas & Oil	0.00	3,850.25	8,211.40	12,061.65
860-02 · Repairs & Service	0.00	5,180.39	2,402.10	7,582.49
Total N 860 · Vehicle Operations	0.00	9,030.64	10,613.50	19,644.14
N 870 · Administration				
870-01 · Telephone, Internet, Cable	2,521.83	502.01	1,105.45	4,129.29
870-02 · Dues & Publications	6,047.79	499.00	1,569.17	8,115.96
870-03 · Insurance	0.00	12,651.62	15,463.08	28,114.70
870-04 · Financial Reporting/Audit	18,435.50	0.00	0.00	18,435.50
870-05 · Office Supplies, Postage, Fees	5,507.24	383.40	967.20	6,857.84
870-06 · Bank & Payroll Charges	9,835.42	0.00	0.00	9,835.42
870-07 · Legal Expenses and Attorneys	6,107.00	0.00	960.00	7,067.00
870-08 · Board & Election Expenses	62.45	0.00	0.00	62.45
870-09 · Travel & Meetings	0.00	0.00	0.00	0.00
870-10 · Public Relations & Outreach	3,454.83	0.00	3,850.40	7,305.23
870-11 · Office IT Support	2,160.00	0.00	0.00	2,160.00
870-12 · Billing & Collections	0.00	0.00	6,988.79	6,988.79
870-13 · Disaster Council	0.00	2,621.56	0.00	2,621.56
870-14 · Miscellaneous	828.60	3,301.14	29.07	4,158.81
870-15 · Other Agency Assessments	1,016.54	700.00	4,653.44	6,369.98
870-16 · Property Tax Admin. Fees	7,553.43	0.00	0.00	7,553.43
870-17 · Fraud Linked Expenses	4,999.97	0.00	0.00	4,999.97
Total N 870 · Administration	68,530.60	20,658.73	35,586.60	124,775.93
Total Expense	272,064.09	139,142.47	479,178.77	890,385.33
Net Ordinary Income	438,698.23	-30,275.13	-32,955.63	375,467.47
Net Income	438,698.23	-30,275.13	-32,955.63	375,467.47



TENNEY TANK PROJECT FINAL REPORT

PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
05/13/2022	Inverness PUD SWRCB0000000000D1902046 / 2110001-001C	Shelley Redding, General Manager

STATUS SUMMARY

The second tank construction activities were finalized in the first week of April with the final testing of tank cathodic protection and holiday testing. The piping components were inspected and tested. Two separate required water quality samples were collected on separate days for bacteriological testing before bringing the 2nd tank online to the system. Both samples were tested by Brelje & Race Laboratories in Santa Rosa, CA.

The site cleanup activities were completed by the contractor on April 15, 2022. A notice of completion was sent to the Project Engineer at Brelje & Race Engineers, and to the Inverness Public Utility District Project Manager on April 19, 2022. A final inspection of the project site was arranged on April 22, 2022, with the contractor, the Project Manager, and the Project Engineer in attendance. The State Waterboard's Project Manager was unable to attend and requested a series of pictures be taken to record the completed project site and submitted along with the Final Report.

The Project Engineer reported that the construction project was complete and that there were no outstanding issues related to construction. The Inverness Public Utility District Project Manager scheduled and coordinated the installation of the components necessary to connect the new tanks to the SCADA system. The area around the tanks will be seeded with native grass seeds to mitigate any potential erosion issues.

**See attached pages for pictures*

PROJECT OVERVIEW

TASK	%	DUE DATE	NOTES
Construction Completion	100%	April 30, 2022	*Based on Final Invoice received 05/02/2022
Bid Process	100%	February 17, 2021	Completed
Final Budget Approval	100%	4/28/2021	Approval Received from SWRCB
Contractor Invoiced	100%	05/31/2022	*Last invoice received 05/02/2022
Schedule Elapsed	100%	April 30, 2022	Measured from 8/17/2020

BUDGET OVERVIEW

CATEGORY	SPENT	% OF TOTAL	EST. BUDGET	NOTES
Construction	\$531,794	99%	\$539,000	Final invoices from contractor received
Contingency	\$19,295	0%	\$107,880	2 Change Orders, 1 still to be submitted
Construction Management	\$0.00	0%	\$35,000	
Administration	\$53,290.00	45%	\$117,720	For Engineering services thru 3/22, staff expenses thru 3/26/22.

ENVIRONMENTAL REQUIREMENTS COMPLIANCE

ENVIRONMENTAL REQUIREMENT	STATUS	DATE(S)
Spotted Owl Breeding Season	Season Started 2/1/2022	Feb 1 – Aug 31

ENVIRONMENTAL REQUIREMENTS COMPLIANCE DESCRIPTIONS

The project, as of April 30, 2022, was still inside the Spotted Owl breeding season. We had a bird nesting survey within the construction footprint completed by a qualified biologist within the week before February 1, 2022. There was no indication of any nesting sites within the construction area. We have reviewed the measures required to address the special conditions. As a result of the survey, we have reviewed it and confirmed that we did not need to implement the appropriate measures as outlined in **Exhibit D – Special Conditions**. Additionally, there was no discovery of any archeological significance during the construction project.

CHANGE ORDERS

DESCRIPTION OF WORK	AMOUNT	CHANGE IN CONTRACT AMOUNT	SCHEDULE	NOTES
Wage Determination Document	0.00	0.00		Updated document from original bid document
Quantity Adjustments	12,741.00	0.00		Will be applied to project contingency budget item
Quantity Adjustment	6,554.15	0.00		Will be applied to project contingency budget item

PROBLEMS/RESOLUTIONS

Problems encountered: N/A

Proposed Resolution: N/A

Schedule for Resolution: N/A

Status of Previous Problem Resolution: N/A

Relationship to the CWPP

The CWPP calls for defensible space evaluations and enforcement on all at risk parcels.

FY22-23 Cost

\$21,172

INVERNESS VEGETATION MANAGEMENT EQUIPMENT

Lead Agency

Inverness Fire Department

Partner Agency(ies)

-

Goal

Goal 1. Vegetation Management

Objective(s)

Objective 1.1. Maintain appropriate vegetation management in areas between neighborhoods and wildlands.

Program Area

Local

Proposal Category

Equipment

Project Description Summary

The Inverness Fire Department will purchase a chipper to replace the existing chipper purchased in 2001. With the new chipper, the department will be able to expand capabilities and assist in vegetation management project work within the Inverness community. Purchased vegetation management equipment will help facilitate an increase in the pace and scale of vegetation management and help meet the increased demand for fuel reduction work.

Geographic Scope

Within the jurisdiction of the Inverness Public Utilities Department (Inverness Fire Department).

Contribution to Fire Adaptation

Purchased equipment will be utilized for projects that will directly assist with meeting Fire Adapted Community goals/ categories including Landscape Treatments, Prevention, Resident Mitigation, Safety and Evacuation, and Wildfire Response.

Relationship to the CWPP

The project supports all vegetation management related projects and goals outlined in the CWPP.

FY22-23 Cost

\$11,172

INVERNESS EVACUATION ROUTE VEGETATION MANAGEMENT

Lead Agency

Inverness Fire Department

Partner Agency(ies)

-

Goal

Goal 1. Vegetation Management

Objective(s)

Objective 1.3. Maintain appropriate roadside vegetation management.

Program Area

Local

Proposal Category

Evacuation Routes

Project Description Summary

In order to improve evacuation routes and fire hazardous vegetation will be reduced along roads within the Inverness Public Utility District. Work will focus on roadside vegetation up to 10 feet from center of the road to both sides of the road edges. Clearing vegetation and low hanging limbs from these areas will improve emergency responder access, reduce the amount of heat that evacuating residents might be exposed to during a fire, improve visibility, and expands usable width of roadways. No healthy, mature trees will be removed under this project. Trimmings and removed vegetation will be disposed of through chipping or composting at regional facilities. Work will be performed at appropriate times of the year to reduce the potential for biological resource impacts (e.g., tree pruning work will mainly occur between September and mid February, unless a recent nesting bird survey conducted by a qualified biologist prior to the work confirms that no active nests would be disturbed). It is critical to support this community in creating safe evacuation routes as well as improving equipment access.

Geographic Scope

The project is located within the town of Inverness, California. The area is in valleys and steep terrain that is densely vegetated. The community is surrounded by National Park Service land and State Park Service Land that have significant fuel loading levels.

Contribution to Fire Adaptation

The threat from wildfire can never be fully mitigated therefore creating fire adaptive communities is not only about reducing fire threat from fire growth. Improving the safety of the residents is a key component of creating a fire adaptive community. People are going to continue to live in these communities and creating quality evacuation routes is a critical component to their long-term fire adaptive strategy. This project will also increase Fire Department access in the event of an approaching or initial attack wildfire which will increase the likelihood of protection of residences and the community. Recognizing fire is a critical role of the ecosystem is also important and many of the species rely on disturbance, traditionally from fire, to maintain their health and resiliency.

Relationship to the CWPP

The project directly supports the mitigation measures and strategies outlined in Section 8.5.1, Roadside Vegetation Management of the CWPP.

FY22-23 Cost

\$10,000

Marin County Fire Department Local and DSpace Proposals

WEST MARIN DEFENSIBLE SPACE AND HOME HARDENING EVALUATION AND INSPECTION PROGRAM

Lead Agency

Marin County Fire Department / County of Marin

Partner Agency(ies)

Bolinas, Inverness, Stinson

Goal

Goal 5. Defensible Space and Home Hardening

Objective(s)

Objective 5.3. Provide resources and best practices on fire-adapted structural, defensible space codes and code enforcement.

Program Area

Local

Proposal Category

DSpace Evaluations

Project Description Summary

The West Marin fire agencies (MCFD, Bolinas, Inverness, Stinson) representing the local taxing authority MWPA members propose an MWPA West Zone core funding allocation to support the multi-agency Defensible Space and Home Hardening Evaluation and Inspection program. This program is managed in conjunction with Central Marin Fire Agencies and utilizes up to 24 Defensible Space Inspectors to inspect 12,000 to 20,000 properties annually in more than 20 communities. Supported with a variety of tools, and utilizing fleet transportation, inspectors will provide state of the art defensible space and home hardening evaluations, education, initial and follow up defensible space code compliance inspections, and data collection to enhance future MWPA programs and analysis. This core funding would be utilized to supplement the 20% allocation by member agencies to support the program cost, including seasonal labor and capital investment in tools and transportation.

Geographic Scope

Bolinas, Inverness, Inverness Park, Lagunitas-Forest Knolls, Stinson Beach, Woodacre

Contribution to Fire Adaptation

This project supports community engagement and resident and community mitigation. Provide improved communication to residents, improved compliance with defensible space requirements and home hardening recommendations, and provide improved data for trend analysis by MWPA and member agencies.

Relationship to the CWPP

The project supports Mitigation Measure/ strategy 8.1 (Public Education and Community Outreach), 8.3 (Reducing Structural Ignitability) and 8.4 (Defensible Space) of the CWPP.

FY22-23 Cost

\$75,000

**MCFD DEFENSIBLE SPACE INSPECTION AND EVALUATION PROGRAM
2022-23**

Lead Agency

Marin County Fire Department / County of Marin

Partner Agency(ies)

Bolinas, Stinson, Inverness

Goal

Goal 5. Defensible Space and Home Hardening

Objective(s)

Objective 5.3. Provide resources and best practices on fire-adapted structural, defensible space codes and code enforcement.

Program Area

Defensible Space and Home Hardening

Proposal Category
DSpace Evaluations

Project Description Summary

The Marin County Fire Department proposes a defensible space and evaluation program that will inspect and evaluate residential, commercial, and undeveloped properties for potential wildfire hazards. The program will document existing conditions, recommended mitigation measures, and enforce existing codes and ordinances related to vegetation management, defensible space, and structural hardening. The program will provide community education, and support and integrate with other local and MWPA funded programs such as Chipper Days, seasonal defensible space inspections and evaluations, residential resale inspections, defensible space grants, evacuation preparedness, evacuation route vegetation management, and invasive vegetation treatment. The County has had some level of defensible space inspection program for the past 20 years. We have created a cooperative approach to ensure consistency and ensure monies are maximized. The partnering agencies are RVFD, CMFD, Bolinas, Kentfield, Stinson, Muir Beach, and Inverness. This will be the fourth year of this collaborative approach.

Geographic Scope

Bolinas, Inverness, Inverness Park, Lagunitas-Forest Knolls, Stinson Beach, Woodacre

Contribution to Fire Adaptation

Residential defensible space is a key component of Fire Adapted Communities. This program does not in and of itself create fire adapted communities but will enhance an important component. This program will ensure compliance with defensible space codes and ordinances, and will improve community wildfire resilience by encouraging the retrofit of ignition resistant building upgrades and reducing vegetation and other wildfire hazards in the vicinity of structures. The program reaches thousands of homes per year.

Relationship to the CWPP

The project supports Mitigation Measure/ strategy 8.1 (Public Education and Community Outreach), 8.3 (Reducing Structural Ignitability) and 8.4 (Defensible Space) of the CWPP.

FY22-23 Cost

\$339,914

WEST MARIN FIREWISE COMMUNITY HAZARDOUS PLANT REMOVAL PROGRAM

Lead Agency

Marin County Fire Department / County of Marin

Partner Agency(ies)

-

Goal

Goal 5. Defensible Space and Home Hardening

Objective(s)

Objective 5.2. Create and maintain appropriate defensible space on all parcels.

Program Area

Local

Proposal Category

Chipper Days

Project Description Summary

The project will provide direct assistance for hazardous vegetation removal around homes in areas where residents may be unable to remove materials themselves due to financial hardship or physical limitations. This would achieve removal of fire hazardous vegetation in a timely manner along egress routes and directly adjacent to habitable structures without the need for enforcement and/or abatement procedures. Direct assistance will be provided using County fire crews, FIRE Foundry crew, and private contractors.

Geographic Scope

West Marin Zone

Contribution to Fire Adaptation

The project will directly assist residents with meeting Fire Adapted Community goals/ categories including Landscape Treatments, Prevention, Resident Mitigation, and Safety and Evacuation. This project will provide additional opportunities to assist residents with removing and disposing of hazardous plants. The project will support additional green waste opportunities and direct

assistance with hazardous plant removal. Hazardous plants directly adjacent to home and roads will be prioritized.

Relationship to CWPP

The project supports Mitigation Measure/ strategy 8.1 (Public Education and Community Outreach), 8.3 (Reducing Structural Ignitability) and 8.4 (Defensible Space) of the CWPP.

FY22-23 Cost

\$150,000

INVERNESS RIDGE ASSOCIATION EVACUATION VEGETATION MANAGEMENT

Lead Agency

Marin County Fire Department / County of Marin

Partner Agency(ies)

Inverness Fire Department

Goal

Goal 1. Vegetation Management

Objective(s)

Objective 1.3. Maintain appropriate roadside vegetation management.

Program Area

Local

Proposal Category

Evacuation Route

Project Description Summary

In order to improve evacuation routes, invasive, non native, and fire hazardous vegetation and accumulated dead and dying biomass will be reduced along roads within the Inverness Ridge Association Community. Work will focus on roadside vegetation up to 15 feet above the road

surface and up to 10 feet from road edges. Clearing vegetation and low hanging limbs from these areas will improve emergency responder access, reduce the amount of heat that evacuating residents might be exposed to during a fire, improve visibility, and expands usable width of roadways. No healthy, mature trees will be removed under this project. Trimmings and removed vegetation will be disposed of through chipping or composting at regional facilities. Work will be performed at appropriate times of the year in order to reduce the potential for biological resource impacts (e.g., tree pruning work will mainly occur between September and mid-February, unless a recent nesting bird survey conducted by a qualified biologist prior to the work confirms that no active nests would be disturbed). This neighborhood lost a numerous structures and homes in the 1995 Vision Fire and has seen significant regrowth and mortality of flammable vegetation. The 2020 Woodward fire posed a significant threat to this community. It is critical to support this community in creating safe evacuation routes as well as improving equipment ingress. This is a partnership project with the Inverness Ridge Association who will be supporting the project through funding and additional labor to assist with notification and outreach. CEQA compliance for this project is complete (as part of the FY 2021-2022 West Marin Zone Evacuation Route Core Project) but Coastal Act permitting is pending.

Geographic Scope

The project is located within the Inverness Ridge Association in Inverness, California. There are over 125 residents that will directly benefit from this project. The area is located in steep terrain that is densely vegetated. The community is surrounded by National Park Service land that have significant fuel loading levels created by the 1995 Vision Fire. Pine pitch canker has infected much of the regeneration of Bishop pine and has created extreme fuel loading conditions. This project will also benefit adjacent communities of Inverness Park and Inverness.

Contribution to Fire Adaptation

The threat from wildfire can never be fully mitigated therefore creating fire adaptive communities is not only about reducing fire threat from fire growth. Improving the safety of the residents is a key component of creating a fire adaptive community. People are going to continue to live in these communities and creating quality evacuation routes is a critical component to their long term fire adaptive strategy. This project will also increase Fire Department access in the event of an approaching or initial attack wildfire which will increase the likelihood of protection of residences and the community as a whole. Recognizing fire is a critical role of the ecosystem is also important and many of the species rely on disturbance, traditionally from fire, to maintain their health and resiliency.

Relationship to the CWPP

The project directly supports the mitigation measures and strategies outlined in Section 8.5.1, Roadside Vegetation Management of the CWPP.

FY22-23 Cost

\$64,914

Inverness Public Utility District
MWPA Member Agency Funding and Expense Detail
 July 2020 - December 31, 2021

Date	Name	Type	Defensible Space Inspections	Local Discretionary
1/25/2021	MWPA	Disbursement #1 (55%)	11,184.32	11,184.33
2/23/2021	Inverness Garden	Oak Tree Removal (Hazard)		(1,300.00)
2/28/2021	JM	Payroll - Evac Route Clearing		(749.99)
2/28/2021	JL	Payroll - Evac Route Clearing		(749.99)
3/15/2021	JM	Payroll - Evac Route Clearing		(694.15)
3/15/2021	JL	Payroll - Evac Route Clearing		(446.97)
5/6/2021	MWPA	Disbursement #2 (40%)	8,118.49	8,118.49
5/19/2021	Inverness Garden	Evac Route Clearing		(2,500.00)
7/27/2021	MWPA	Disbursement #3 (5%)	854.08	854.07
9/3/2021	MWPA	Disbursement #4 (Addtl)	128.92	128.92
2021 Remaining Balance	12/31/2021		20,285.81	13,844.70

January 1, 2022 - April 30, 2022

Date	Name	Type	Defensible Space Inspections	Local Discretionary Projects
1/13/2022	MWPA	Disbursement #1 (55%)	11,199.08	11,199.08
5/6/2022	MCF	Inspections 2021	(10,790.61)	
2022 Remaining Balance	4/30/2022		408.47	11,199.08

Total Available Funds 4/30/2022			20,694.28	25,043.78
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NEXT GENERATION PROJECT

March 2022 Governing Board UPDATE:

- **MERA Site Construction Phase**

Our first three sites, Civic Center, the Emergency Operations Facility (EOF) and Mt. Barnabe are nearing completion of the construction phase and installation of radio equipment has started.

The next three sites, Tiburon, Dollar Hill and Stewart Point, are under construction and radio equipment installations have also started.

Next up are Big Rock Ridge, Sonoma Mountain and San Pedro which have just been publicly released to potential bidders. We anticipate awarding that set of sites in May 2022.

That will leave us with 9 remaining sites which we plan to have out to bid before the Fall of 2022.

- **Installation Phase**

Motorola has begun installing equipment at Bid Package 1 sites: EOF, Civic Center, and Mt. Barnabe as well as some of the site from the next bid package. As site work continues, Motorola will gain the access needed to continue installation at the remaining sites.

- **Project Schedule**

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

The next newsletter should include information from the revised project schedule.

- **Templates and Aliases**

For mutual aid purposes across the Bay Area, MERA has worked with Bay Area Regional Interoperable Communications System Authority (BayRICS) to develop a means to address regional radio aliases. The regional 5-character prefix identifies the user County and Discipline (i.e., fire or law). The remaining 11 characters are for local use. MERA and its member agencies are currently working to define those local characters for all the approximately 3000 radios.

In addition, talkgroup templates have been created for all MERA user groups. These templates lay out the talkgroups and channels available to MERA users to communicate. The templates include over 400 talkgroups and templates to support day to day use in Marin as well as mutual aid use across the Bay Area.

Questions? Contact Deputy Executive Officer for the Next Gen System David Jeffries at dave@jeffriespsc.com.

MARIN EMERGENCY RADIO AUTHORITY

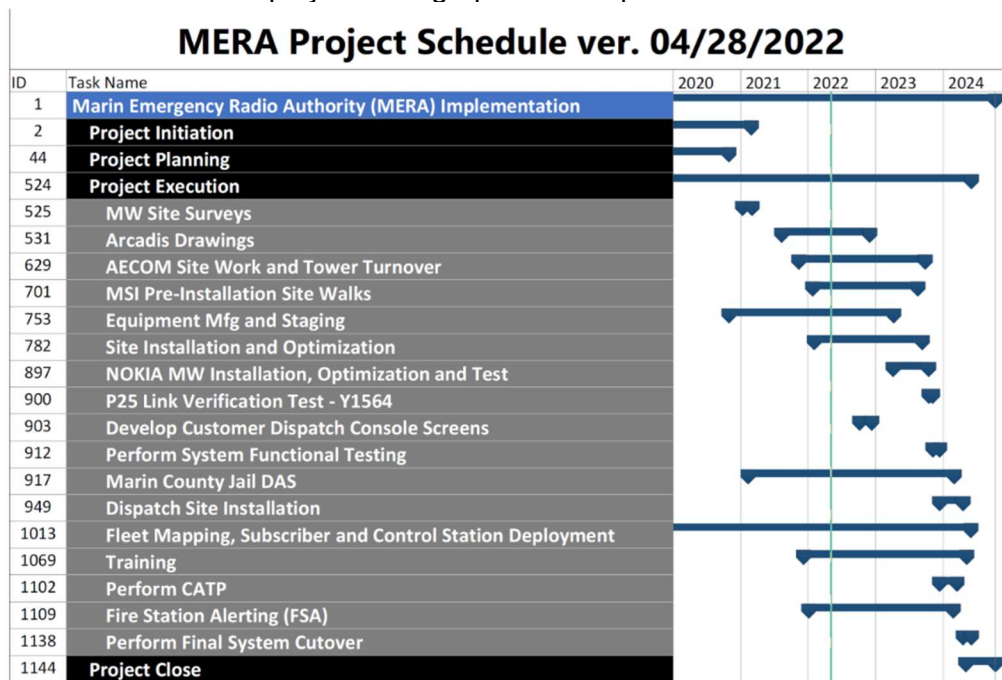
c/o Town of Corte Madera
300 Tamalpais Drive
Corte Madera, CA 94925
Phone: 415.927.5050
WWW.MERAONLINE.ORG



NEXT GENERATION PROJECT May 2022 Governing Board UPDATE:

- Project Schedule**

MERA and Motorola have completed a revised baseline Project Schedule. This will be used to track the schedule for the remainder of the project. The graphic below provides an overall view of the updates:



The following milestones will be used for regular tracking of schedule performance moving forward:

Milestone	Baseline Date
P25 Installation Complete	09/06/2023
AECOM Site Work and Tower Turnover	09/25/2023
Perform System Functional Testing (Start)	11/06/2023
Perform CATP (Coverage Testing)	03/14/2024
Cutover Complete	05/01/2024
Final System Acceptance	10/08/2024

- Bid Packages**

The Governing Board will consider approving a Notice of Completion for the construction phase of Bid Package #1, which includes the Civic Center, EOF, and Mt. Barnabe. Motorola has started installing the Next Gen equipment at these locations. The Governing Board will also consider awarding Bid Package #2 to the lowest responsible bidder, including the sites at Big Rock, San Pedro, and Sonoma Mountain. With this bid award, 9 of the 18 sites will have construction bids awarded.

MARIN EMERGENCY RADIO AUTHORITY

c/o Town of Corte Madera
240 Tamal Vista Blvd. Suite 110
Corte Madera, CA 94925
Phone: 415.927.5050
WWW.MERAONLINE.ORG



Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

TO: Member Agencies of Marin Local Agency Formation Commission
FROM: Jason Fried, Executive Officer
DATE: April 19, 2022
SUBJECT: Proposed Operating Draft Budget Fiscal Year 2022-23

State Government Code section 56381 states that all LAFCos need to approve a proposed budget by May 1st and a final budget by June 15th of each year. At the April 14th LAFCo Commission meeting we approved a proposed budget (attached) to fulfill this requirement. We now open the proposed budget for comment from any member agency that wishes to submit comment to us. At our June 9th meeting, the Commission will review comments and approve our final budget.

For the proposed budget in the expenditures section, LAFCo presents what is expected to be the highest amount needed for each line item. Then to fund that we look to both agency contribution and carry forward amount. Finally, when we get closer to the June Commission meeting, staff will revisit all numbers in the proposed budget to make sure they are the best numbers available as part of the final approval. In addition, we will have a better idea of how much was unspent from the current fiscal year (21-22). Unspent funds will then be used to increase the carryforward line item and decrease the agency contribution line item. Since my time with LAFCo, the agency contribution remains the same or lowered between the proposed budget and final budget approvals.

The Commission's goal with this budget was to make sure contributing agencies' amount does not exceed the FY 19-20 agency contribution amount of \$559,522.51. In fact it looks like we should get close to no increase from this year's agency request. The agency contribution being presented is currently \$512,341.86 which is a 1.13% increase. The budget being presented does that with the understanding as we get closer to the end of this budget year we will likely have a larger carryforward amount than is currently presented which will lower the agency contribution line item.

Some key line item changes include:

- Salary – Overall about a 7% increase is to allow for a COLA as well as step increases for staff that has earned it. As a reminder, the number given during the proposed budget process has always been higher than what is in the final budget. When the June meeting comes this number will likely be lower given all staff reviews will have been completed and the Commission has negotiated the salary for the Executive Officer position so a more accurate number gets presented with final approvals in June.
- Benefits – LAFCo is estimating a 5% increase in benefit costs.
- Pension – Line item is being lowered given MCERA is decreasing the rates that agencies need to pay from the current fiscal year (14.02%) to the next fiscal year (11.63%). In addition, similar to the salary line item, this will likely be lowered prior to the final budget once actual staff salaries are known.

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

Dennis Rodoni, Regular
County of Marin

Judy Arnold, Regular
County of Marin

Damon Connolly, Alternate
County of Marin

Sashi McEntee, Chair
City of Mill Valley

Barbara Coler, Regular
Town of Fairfax

James Campbell, Alternate
City of Belvedere

Lew Kiou, Vice Chair
Almonte Sanitary District

Craig K. Murray, Regular
Las Gallinas Valley Sanitary

Tod Moody, Alternate
Sanitary District #5

Larry Loder, Regular
Public Member

Richard Savel, Alternate
Public Member

- Membership and Dues (Line Item 30) – This is the line item with the highest percentage increase. This is mostly due to Marin Map not charging dues for the past two years to help agencies out during COVID. Marin Map Executive Committee (MMEC) has indicated that they will be reinstating pre-COVID fees next year which for us is \$10,000 for the year. This has yet to be formally approved by MGSA. In addition, \$500 was added to this line while we wait to see if any other memberships for next year are increased.
- IT & Communications Services (Line Item 20) – With cyber security becoming more of an issue for government agencies, our IT firm is suggesting we add additional security features to help make sure we maintain a secure system. All of these new security features will come to a little less than \$1,000 for the year. Overall this line item will increase by just over 5%.
- Office Lease/Rent (Line Item 45) – Our office lease is under contract until May 2023 so covers all but one month of FY 22-23. The cost for the 11 months is known and then had a small estimated increase for June 2023 which lead to a 3.11% increase overall for this item.
- All other expense line items being presented remain the same.

In addition to the budget attached is our work plan for next fiscal year.

If your agency has any questions or comments please let me know.

Attachment:

- 1) Proposed Budget for FY 22-23.
- 2) Marin LAFCo Work Plan

Line Items	Final FY 22-23	Draft FY 22-23	Approved FY 21-22	Change FY 21-22 to FY 22-23
Expense				
5110110 · Salary		\$341,000	\$317,000	7.04%
5130120 · Benefits		\$35,500	\$34,000	4.23%
5130500 · Pension		\$40,500	\$45,000	-11.11%
5130525 · Retiree Health		\$6,000	\$6,000	0.00%
05 · Commissioner Per Diems		\$10,000	\$10,000	0.00%
10 · Conferences		\$5,000	\$5,000	0.00%
15 · General Insurance		\$6,500	\$6,500	0.00%
20 · IT & Communications Services		\$18,000	\$17,000	5.56%
25 · Legal Services		\$37,500	\$37,500	0.00%
30 · Memberships & Dues		\$17,500	\$7,000	60.00%
35 · Misc Services		\$2,000	\$2,000	0.00%
40 · Office Equipment Purchases		\$4,139	\$4,139	0.00%
45 · Office Lease/Rent		\$35,670	\$34,559	3.11%
50 · Office Supplies and Postage		\$4,000	\$4,000	0.00%
55 · Professional Services		\$24,000	\$24,000	0.00%
60 · Publications/Notices		\$2,000	\$2,000	0.00%
65 · Rent - Storage		\$650	\$650	0.00%
70 · Training		\$1,700	\$1,700	0.00%
75 · Travel - Mileage		\$3,500	\$3,500	0.00%
Total Expense		\$595,159.08	\$561,548	5.65%
Income				
Carry Forward Balance		\$82,817	\$55,000	
4710510 · Agency Contributions		\$512,341.86	\$506,548	1.13%
Total Income		\$595,159.08	\$561,548	
	Amount	Notes		
General Reserve Fund	\$148,039.77	25% of total expenses - fully funded		
Consultant Reserve Fund	\$50,000.00	Per Marin LAFCo policy 3.10(B)(ix) - fully funded		
Technology Replacement Fund	\$3,758.31	Prior FY unspent funds line item 40, not to exceed \$20,000		

Project	Responsible for work	Basic Description	Status
Western Marin Area MSR	Staff	MSR for region.	Draft report presented at April Meeting with Final approvals at June meeting.
Golden Gate Area MSR	Staff	MSR for region.	Once the draft of West Marin is released staff will start research for this MSR.
Countywide Fire Study	Commissioner McEntee and Staff	To do a phased review of fire services in Marin County.	Staff has completed most of the research and starting to draft sections.
Countywide Police Study	TBD	TBD	Once fire study is complete this will be revisited
SQVSMD consolidation with RVSD	Staff	Based on the Central Marin Wastewater MSR, work with district staff on the possibility of consolidating services with RVSD.	Staff is working with RVSD and County staff to resolve a few outstanding issues.
San Rafael Area Fire Working group	Staff	Based on San Rafael Area MSR the concept of merging fire services was mentioned. This working group will determine if it is possible and in the best interest of the public and all agencies providing services.	While staff has conducted meetings between all parties it does not appear at this time like an agreement will be reached that needs LAFCo involvement.
Boundary Change for CSA 18	Staff	Based on San Rafael Area MSR, the boundaries of the CSA need to be adjusted.	The Commission has given its formal approvals and now staff is working through all the post approval process.
Property Tax Review For Special Districts	Staff	This is a low level item for staff to work on. Currently when parcels are annexed into a district they get zero of the current ad valorem so staff will research if there are options, without changing the Master Tax Exchange Agreement, for district to get additional revenue to cover the cost of service that they get from current parcels from the 1% ad valorem.	Will be worked on as time permits.

Project	Responsible for work	Basic Description	Status
Southern Marin Fire reorganization with Mill Valley	Staff	Staff has been invited by Southern Marin FPD to join its working group that is looking at ways to either consolidate services or merge departments.	SMFPD and Mill Valley have both come to a basic agreement on formal consolidation of fire services and now working on the technical details.
Strawberry Recreation District Reorganization of Dredging Services	Staff	Staff identified in Tiburon Peninsula MSR that SRD has dredging services that are an activity that State Government Code does not explicitly give to a recreation district. SRD and the County, with LAFCo help, are working to see if a CSA can be created to cover those services	The area SRD dredges is a year away from its next dredge so this item will not be addressed until after that dredging occurs.
Paradise Drive	Staff	As identified in the Tiburon Peninsula MSR, Paradise Drive goes through areas that are both incorporated and unincorporated as multiple unincorporated islands exist along it. The road itself does not reflect the parcels around it as far as which jurisdiction it is in.	Discussion between the County and Tiburon are ongoing
Angel Island Fire Service	Staff	There are two different, but similar, issues around fire services. One is, while Angel Island falls into CSA 31 service area, Tiburon FPD actually provides those services but does not get reimbursed for those services. Second is the Town of Tiburon pays to the State Parks an annual fee to cover fire protection cost but the Town offers no fire protection services.	Tiburon has not expressed interest in changing this item on their side and Fire District is working through some issues with the County and State.
Tiburon Fire Protection District OSA with Belvedere	Staff	As identified in the Tiburon Peninsula MSR, the City of Belvedere currently has an OSA with the TFPD to cover services. In the MSR staff suggests that TFPD boundaries should be extended to cover Belvedere.	After disucssion with Belevedere it was decided at this time this issue should not be persued.

Project	Responsible for work	Basic Description	Status
Ross Valley Fire Working Group	Staff	As identified in the Upper Ross Valley MSR currently fire services are provided by a JPA in the region. There is a desire to see if there is a different model that would work for the area.	Ross Valley Fire JPA members have asked that this working group start after they deal with some immediate issues. Those issues are wrapping up so discussion should start soon.
Digital Library	Staff	Staff has learned how to make current documents ADA compliant and is looking to add more information to the website for applications and resolutions to make it easier for the public to access documents from us.	Some very basic frameworks have been created on the LAFCo website. Currently all LAFCo applications are being scanned and hopefully in the summer of 2022 we will be bringing on our first intern to help with the ADA remediation to start expanding the online library
Disadvantaged Unincorporated Communities	Staff	In 2019 the Commission established an Ad-Hoc committee to review DUC's in Marin County. It was determined based on CKH that Marin City was the only place that qualified as a DUC. Other government bodies have different definitions. Since it was so close to the 2020 census the Commission decided not to take any further action but wait for the 2020 census to re-review this issue.	At the April 2022 meeting the Commission will be deciding if it wants to create an ad hoc committee to review the information from the 2020 census.
Southern Marin Wastewater Study	Staff	MSR for four independent wastewater agencies and SASM	To be started once Golden Gate MSR is released
Multi-Regional Services Study	Staff	MSR for five agencies that cover multiple areas of Marin County	To be started once Southern Marin Wastewater MSR is released
MSR Workshop	Commission and Staff	With the completion of the current round of MSRs occurring the Commission will be holding a workshop to discuss what the next round of MSR should look like.	To be held on July 27th



BOARD MISC

State Water Resources Control Board
Division of Drinking Water

RECEIVED

March 8, 2022

MAR 17 2022

Drew McIntyre
North Marin Water District
999 Rush Creek Place
Novato, Ca 94948

North Marin Water District

**North Marin Water District CA2110003
Water Partnership and Regionalization Opportunities**

Dear Drew McIntyre,

In recognition of the challenges of increasing droughts, fires and aging infrastructure, the State Water Resources Control Board's (State Water Board) Division of Drinking Water is working to facilitate water partnerships and decrease water infrastructure fragmentation to help increase water resiliency across California.

North Marin Water District is in close proximity to or encompasses several small public water systems. Please see the attached map for more information. Due to close proximity, we encourage you to explore whether water partnership or consolidation is an option for your system and these nearby communities.

The State Water Board is also emphasizing consolidation and regionalization opportunities that occur via state funding by providing financial incentives to larger water systems. Incentives for consolidation may include, but are not limited to:

- Principle forgiveness/grant funding of up to \$5,000 per connection when consolidating a small, disadvantaged water system, and up to \$10,000 per connection for a small, severely disadvantaged water system, with maximum of \$5 million per water system. Grant funding will be prioritized for addressing health-based violations for the small water system (Funding category A-C). This is in addition to any funding for the construction of the consolidation project.
- Up to \$10 million in zero percent (0%) interest rate financing from available sources for a construction project that solely benefits a receiving PWS when the

E. JOAQUIN ESQUIVEL, CHAIR | EILEEN SOBECK, EXECUTIVE DIRECTOR

North Marin Water District

March 8, 2022

PWS fully consolidates one or more small water systems or extends service to one or more communities having at least 15 service connections or a year-round population of at least 25 people that are not currently served by a PWS; the Deputy Director may approve an interest rate for repayable DWSRF financing for the consolidation project not less than 0%.

- Eligible principal forgiveness/grant funding to increase a receiving public water system's (PWS) water supply capacity if the PWS does not have sufficient capacity to serve the additional customers of the subsumed PWS; if repayable financing is needed to provide additional capacity to consolidate a PWS, it will be provided at zero percent (0%).
- Prioritization of consolidation projects for Drinking Water State Revolving Fund (DWSRF) and associated drinking water funding.

We hope that you consider these financial incentives and reach out to neighboring water systems to hold discussions on the possibilities of water partnerships and regionalization. The State Water Board's Engagement Units can assist in facilitating individual outreach to nearby water systems or setting up meetings and calls. Examples of highlighted success stories can be found on our website at:

www.waterboards.ca.gov/drinking_water/certification/water_engagement_unit.html

To further discuss the benefits of water partnerships, consolidations and regionalization in your area and to facilitate local introductions, please contact me via email at Sarah.Mahdi@waterboards.ca.gov.

Sincerely,



Sarah Mahdi
Water Resource Control Engineer, Northern Engagement Unit
State Water Resources Control Board, Division of Drinking Water

Figure 1: Drinking Water Systems with Potential for Consolidation





State Water Resources Control Board Division of Drinking Water

March 8, 2022

Shelley Redding
Inverness Public Utility Dist
50 Inverness Way
Inverness, Ca 94937

Inverness Public Utility Dist CA2110001 Water Partnerships and Regionalization Opportunities

Dear Shelley Redding,

In recognition of the challenges of increasing droughts, fires and aging infrastructure, the State Water Resources Control Board's (State Water Board) Division of Drinking Water is working to facilitate water partnerships and decrease water infrastructure fragmentation to help increase water resiliency across California. Often, smaller water systems also have difficulty funding infrastructure replacement, meeting new and sometimes even existing regulations, performing succession planning, and dealing with natural disasters such as drought and fire.

Inverness Public Utility Dist is in close proximity to or encompassed by a larger water system. Please see the attached map for more information. Since your system is near, or encompassed by, a larger water system we encourage you to explore whether installing interties or consolidation is right for your system.

The State Water Board recognizes that water partnership and consolidation opportunities may come with significant financial costs to install the necessary infrastructure and address various planning requirements. For some small water systems, these financial costs may appear to be a barrier. The State Water Board offers various funding programs to eligible water systems and we stand ready to answer any questions you might have relevant to the financial needs of your community that are needed to accomplish your water partnership goals and opportunities.

We encourage you to reach out to neighboring water systems to hold discussions on the possibilities of water partnerships, consolidation and regionalization. The State Water Board's Engagement Units can assist in facilitating individual outreach to nearby water systems or setting up meetings and calls. Examples of highlighted water partnership and consolidation success stories can be found on our website at:

www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/engagement_unit.html

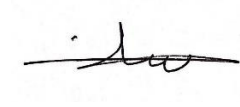
E. JOAQUIN ESQUIVEL, CHAIR | EILEEN SOBECK, EXECUTIVE DIRECTOR

Inverness Public Utility Dist

March 8, 2022

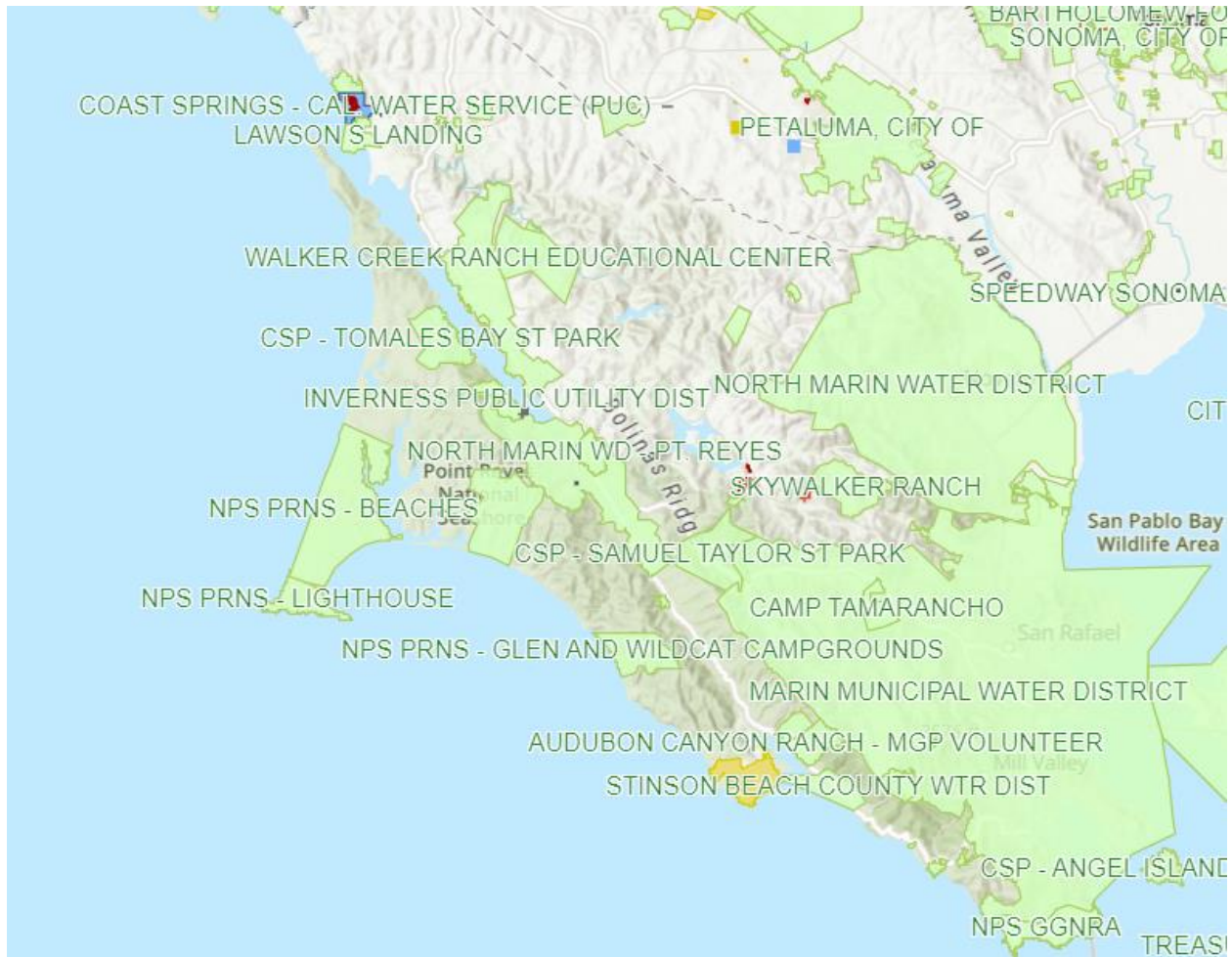
To further discuss the benefits of water partnerships, consolidations and regionalization in your area and to facilitate local introductions, please contact me via email at Sarah.Mahdi@waterboards.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sarah Mahdi', is positioned above a horizontal line.

Sarah Mahdi
Water Resource Control Engineer, Northern Engagement Unit
State Water Resources Control Board, Division of Drinking Water

Figure 1: Drinking Water Systems with Potential for Consolidation



From: [Rodoni, Dennis](#)
To: [Jesse Peri](#); [Jennifer Blackman](#); [Arianne Dar](#); [Shelley Redding](#); [Ed@stinson-beach-cwd.dst.ca.us](#); [pam.d@clam-ptreyes.org](#)
Cc: [georgekrakauer@bolinasfire.org](#); [johncarroll@bolinasstinsonschool.org](#); [Jennifer Blackman](#)
Subject: short term rentals
Date: Monday, April 11, 2022 6:04:02 PM

H everyone thanks for taking my call today about short term rentals on the coast. Please share with staff any data or narrative you have regarding impacts of STRs on your districts and nonprofits.

Please send your email or an email with attachment to the following staff.

sbjones@marincounty.org tlai@marincounty.org bhalter@marincounty.org

Email Disclaimer: <https://www.marincounty.org/main/disclaimers>



INVERNESS PUBLIC UTILITY DISTRICT

POST OFFICE BOX 469
50 INVERNESS WAY NORTH
INVERNESS, CA 94937-0469

(415)669-1414 INVERNESSPUD.ORG ADMIN@INVERNESSPUD.ORG

April 19, 2022

To: Thomas Lai, Director, Community Development Agency, County of Marin
Sarah Jones, Assistant Director, Community Development Agency, County of Marin
Brandon Halter, County Counsel, County of Marin

Cc: District 4 Supervisor Dennis Rodoni, County of Marin

RE: Short-term rental impacts in the West Marin Community of Inverness

Dear Sir/Madam,

Supervisor Dennis Rodoni contacted our offices to briefly discuss the current consideration to review the Short-Term Rental policies in Marin County and asked us to submit a memorandum to your attention with a brief description of the impacts that short-term rentals have in our community.

The biggest impact to the community regarding short term rentals is the increase of property values and the availability for local employee housing. This is by far the largest issue for our District. The Services we provide, both a public water system and the Volunteer Fire Department Emergency Response, are essential services that should have employees who reside within the West Marin area for response. The difficulty of being able to fill positions and provide the wages necessary to afford the high housing costs is a barrier to successful recruitment.


We have monitored water use during the drought since the summer of 2020 and have not seen a marked increase in usage than would be normal during the peak vacation months from June – October. The data during this period showed that the number of people, who own second homes, took the opportunity to spend more time in our community during the Pandemic. While we have seen an increase in visitors as the restrictions have lifted, the impact of visitors on the area for water use has not increased substantially. The residents, businesses and property owners have all responded to our request for water conservation during the drought and while there is a suspicion about excessive water use, we have not seen any evidence of this issue.

The impact on traffic from visitors has been noticeable on the weekends or if the temperatures rise to uncomfortable levels inland. With the increase of traffic, there is an increased chance of emergency response calls, the majority of which are comprised of minor traffic collisions.

We are aware that the West Marin area is a desirable place for people to visit and enjoy all its natural beauty. That has been the case in Inverness for over a Century. As with other communities such as Lake Tahoe, the cost of all the appreciation directly affects the affordability for individuals and families to live and work in the community.

Respectfully,

Shelley Redding
General Manager

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

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



Inverness Public Utility District
Board Meeting May 25, 2022

Agenda Item No. 5

Water System Report

March 2022

April 2022



INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT • WATER SYSTEM

POST OFFICE BOX 469
INVERNESS, CA 94937

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

MARCH 2022 – WATER SYSTEM REPORT

| **End of March Stream-Flows** |

End of March Statistics	March 2022	Mar. 2021	DIVERSION	MARCH GPM	2022 GPD	Mar. 2021 GPM
RAINFALL @ F1	Recorded at F1	(@ F1)	D1	19	27,360	8½
Monthly total (in inches) 0.87"	1.74"	2.31"	D2	24	34,560	13
For Year 7/1//2021 -> thru Mar 2022	25.79"	15.21"	D3	24	34,560	11½
Avg. yearly since 1925 (inches)	37.32"	37.57"	D4	35	50,400	12½
*Comparative EofM Streamflow	Jan. 2022	Feb. 2022	D5	38	54,720	22
*upper diversions total gpd ->	655,200	367,200	D6	37	53,280	18
(Jan >Dec 2021 gpm)155;110;102½, 68;53½;55;40;40;43;251;165;975	455 gpm	255 gpm	D7	31	44,640	14
MONTHLY PRODUCTION Trends:	Jan 2022	Dec 2021	D8	@ 16	23,040	3
Feb 2022: 1,384,600 gal	1,327,600 gal	1,295,300	TOTALS--	224	322,560	102½gpm
49,450 Avg. gallons per day 34.3 Average gpm	42,826 gal 29.7 gpm	41,784 gal 29.0 gpm	M A R C H			
SOURCES USED	(Mar 2022)	(Mar 2021)	S Y S T E M U S A G E P A T T E R N S			
1 st Valley High Intakes (D 3,2)	50 %	48 %	USE BY	ZONE	2022	2021
2 nd Valley High Intakes (D 6)	31 %	36 %	Colby -	582,700 --	41 %	37.6 %
3 rd Valley Intakes (D 7)	19 %	16 %	Tenney -	501,600 +	35 %	43.0%
1st Valley lower intake	0 %	0 %	Conner +	59,500 +	4 %	2.5 %
2 nd Valley lower (L2)	0 %	0 %	Stockstill -	164,100 +	12 %	10.7 %
Wells (W1, W3,W4)	nil %	nil%	Sea Haven	113,500+	8%	6.2 %
TOTAL	100 %	100.0 %	TOTAL Prod	1,421,400+	100 %	100.0 %

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

MARCH PRODUCTION 45,852 gal/day => 31.8 gpm

Note that the daily usage increased from previous months

Water Quality

All sources Ultra and Nano filtered; chlorine and turbidity correct continuously; no positive coliform bacteria samples from distribution sample grabs. Samples of distribution water tested twice monthly and influent raw water are being collected once a month for lab analysis of coliform content. Average CL₂ dose at F1→ 0.66 parts per million (ppm); average CL₂ at F3→ >@0.75 ppm

Major Activities

- Monthly reports sent to CA RWQCB
- Corrected majority of issues found at State Health department tour and inspection of water system
- F1: problem leaking valve on Ultra Unit A replaced. // new tool shed installed for hand tools
- Continued work on water bars and brush clearing of watershed roads
- New Tenney Tank #2 tank materials delivered and tank constructed. Disinfection in progress
- Colby lower steps repaired
- All District Hydrants exercised and inspected. Stockstill, Sea Haven, Conner, and distribution mains flushed
- Backflow prevention testing completed
- Blow-off pipe on Tenney overflow-feed to Colby tanks broken during a wall construction on Kenneth way
- Pine Hill: 1 customer meter leaking, replaced meter washer. Leak reported, 15 Pine Hill... repair clamped Blue Poly service line. Will replace problematic Blue poly with copper service line once repair lift on S-330
- CORE working on SCADA radios. HMI remote interface re-established

Kenneth J. Fox



INVERNESS PUBLIC UTILITY DISTRICT

FIRE DEPARTMENT • WATER SYSTEM

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

APRIL 2022 - WATER SYSTEM REPORT

| End of April Stream-Flows |

End of April Statistics	April 2022	Apr. 2021	DIVERSION	APRIL GPM	2022 GPD	Apr. 2021 GPM
RAINFALL @ F1	Recorded at F1	(@ F1)	D1	29	41,760	4½
Monthly total (in inches)	3.85"	0.11"	D2	25	36,000	11
For Year 7/1//2021 -> thru Apr 2022	31.05"	15.32"	D3	29	41,760	9½
Avg. yearly since 1925 (inches)	37.32"	37.57"	D4	27	38,880	7
*Comparative EofM Streamflow	Feb . 2022	Mar. 2022	D5	32	46,080	12
*upper diversions total gpd ->	367,200	367,200	D6	31	44,640	10
Jan21>Jan22 gpm:155;110;102½,68; 53½;55;40;40;43;251;165;975;455	255 gpm	224 gpm	D7	30	43,200	12
MONTHLY PRODUCTION Trends:	Feb 2022	Jan 2022	D8	@ 15	21,600	2
March 2022: 1,421,400 gal	1,384,600 gal	1,327,600	TOTALS--	218	313,920	68 gpm
45,852 Avg. gallons per day 31.8 Average gpm	49,450 gal 34.3 gpm	42,826 gal 29.7 gpm	A P R I L			
SOURCES USED	(April 2022)	(Apr 2021)	S Y S T E M U S A G E P A T T E R N S			
1 st Valley High Intakes (D 3,2)	56 %	39 %	USE BY	ZONE	2022	2021
2 nd Valley High Intakes (D 6)	26 %	38 %	Colby +	621,300 +	42 %	36.4 %
3 rd Valley Intakes (D 7)	18 %	17 %	Tenney -	552,000 +	37 %	41.4%
1st Valley lower intake	0 %	1 %	Conner -	30,200 -	2 %	4.8 %
2 nd Valley lower (L2)	0 %	0 %	Stockstill =	164,100 =	11 %	10.9 %
Wells (W1, W3,W4)	0 %	5 %	Sea Haven	110,400-	8%	6.5 %
TOTAL	100 %	100.0 %	TOTAL Prod	1,478,000	100 %	100.0 %

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

APRIL PRODUCTION 49,267 gal/day => 34.2 gpm

Note that the daily usage increased from previous months

Water Quality

All sources Ultra and Nano filtered; chlorine and turbidity correct continuously; no positive coliform bacteria samples from distribution sample grabs. Samples of distribution water tested twice monthly and influent raw water are being collected once a month for lab analysis of coliform content. Average CL₂ dose at F1→ 0.6 parts per million (ppm); average CL₂ at F3→ >@0.7 ppm

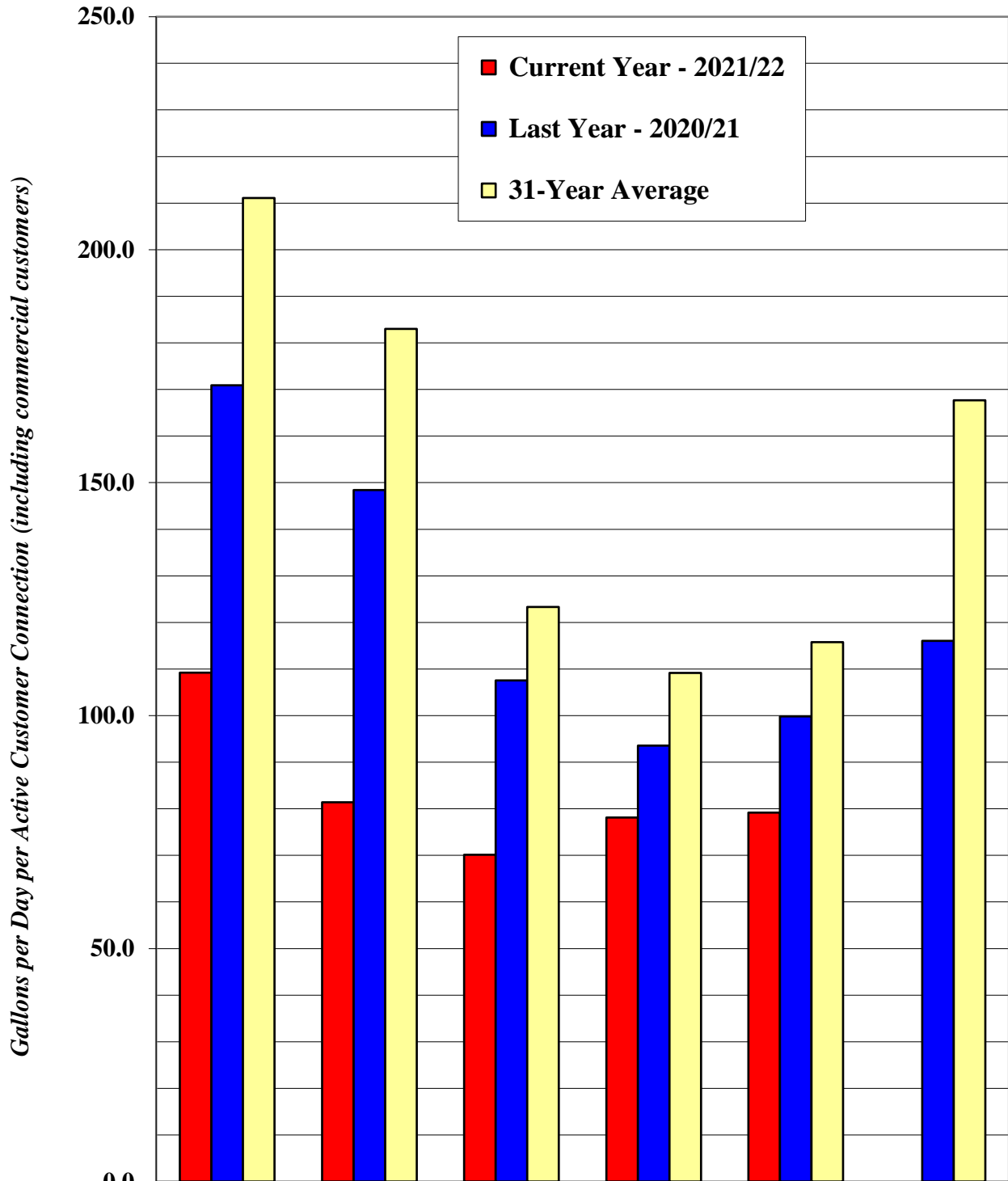
Major Activities

- Monthly reports sent to CA RWQCB
- F1: chemical cleaning (CIP) of both Ultra Filter units. Repaired one and replaced another valve on UF A.
 - F1 break tank cleaned and disinfected. Replaced faulty float switch in tank
- F3: Nano unit chemically cleaned
- Continued work on water bars and brush clearing of watershed roads
- New Tenney Tank #2 tank disinfected and ready to put on line
- Flushing of both Tenney and Colby Distribution mains completed.
- Blow-off pipe on Tenney overflow-feed to Colby tanks repaired and available
- Power to town disrupted for entire day. First Valley filter plant run on generator
- CORE working on SCADA radios. HMI remote interface re-established
- All customer meters read
- New 1" service installed and replaced ¾" service on Glen Way
- Operator trainees studying for upcoming water treatment exams

Kenneth J. Fox

Inverness Public Utility District Water System

Average Daily Water Usage per Active Customer



	Jul/Aug	Sep/Oct	Nov/Dec	Jan/Feb	Mar/Apr	May/June
■ Current Year - 2021/22	109.2	81.4	70.2	78.1	79.2	0.0
■ Last Year - 2020/21	170.9	148.4	107.5	93.6	99.9	116.1
■ 31-Year Average	211.1	183.0	123.3	109.2	115.8	167.7

Water Customer Accounts Receivable Totals, March/April 2022

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

Current balances (from bills sent out on February 24)	105,578.42	
Past-due balances (6.01%)	<u>6,747.25</u>	
Total Accounts Receivable balance on Mar. 1, 2022:		<u>112,325.67</u>
- During Mar/Apr, we received the following **payments** from our customers:

Electronic payments:	69,122.00	(66.2%)	
Payments by check:	<u>35,296.75</u>	(33.8%)	
Total payments received:			- 104,418.75
- During Jan/Feb, we posted the following **charges** to our customers' accounts:

Write-offs:	--		
Adjustments:	--		
Basic charges (future):	76,987.50	(516 Basic charges billed 4/26 for <u>May/Jun*</u>)	
Drought surcharges (future):	15,397.50	(516 Drought surcharges billed 4/26 for <u>May/Jun*</u>)	
X-C charges (future):	216.00	(18 Cross-Connection charges billed 4/26 for <u>May/Jun</u>)	
Usage charges:	<222.00>	(Usage charges billed 4/26 for 2/19/22 to 4/21/22†)	
Misc. charges:	225.00	(Such as account setup charges, late payment charges)	
Refused payments:	--		
Refunds:	<u>216.87</u>	(2 closed account credit balance refunds)	
Total charges posted:			+ 92,820.87
- Thus, the Accounts Receivable balance on April 30 (the end of the period) was: **100,727.79**
(of which 2.75%, or \$2,773.00, was past due)

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

† Total billed usage was \$7,768.00, less two credits totaling \$7,990.00 (for prior-period leak adjustments)

Reconciliation with BofA checking account:

There were no deposits in transit on 4/30/2022. Thus, the A/R balance on the District's books as of 4/30 should also be \$100,727.79.

Scheduled ACH receipts: \$51,540.00 on May 17, 2022 (from 275 customers, which is 53.3% of the total of 516 billed customers).

A temporary security debit to IPUD's checking account in the amount of \$51,540.00 will be made on or about May 13, 2022 (subject to adjustments).

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

Period covered: Mar/Apr 2022

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

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



Inverness Public Utility District
Board Meeting May 25, 2022

Agenda Item No. 6
Fire Department Report
March 2022
April 2022

FIRE DEPARTMENT REPORT

March 2022

INCIDENTS:

<i>#</i>	<i>Date</i>	
#22-027	3-01	Vehicle Accident @ SFD and Bear Valley. Cancelled.
#22-028	3-02	EMS @ 55 Inverness Way. Possible stroke. M-94 transport to MGH.
#22-029	3-04	Electrical lines down @ 12732 Sir Francis Drake Blvd.
#22-030	3-04	Tree down @ 12759 Sir Francis Drake Blvd.
#22-031	3-06	Fire alarm @ 110 Via de la Vista. No merit.
#22-032	3-12	Landing zone @ West Marin School for cardiac arrest. Helo cancelled. M-94 transport.
#22-033	3-14	Vehicle accident @ Pt. Reyes Petaluma and Hwy 1. Non-injury.
#22-034	3-16	Fire alarm @ Inverness School. False alarm.
#22-035	3-18	Vehicle accident @ 12255 SFD. M-94 transport to Marin General
#22-036	3-20	EMS @ Inverness Yacht Club. Medical checkout only.
#22-037	3-21	EMS @ Inverness Valley Inn. M-94 transport.
#22-038	3-22	EMS @ 11 Madrone Ave for back pain. M-94 transport to MGH.
#22-039	3-22	EMS @ 150 Bayview Ave, for stomach pain. M-94 transport.
#22-040	3-25	EMS @ 50 Rannoch Way for unconscious person. M-94 transport to KTL.
#22-041	3-26	Structure fire @ 9775 Shoreline Hwy. Fully involved house fire. On scene for hours.
#22-042	3-26	EMS @ 12355 Sir Francis Drake Blvd for nose bleed. M-94 transport.
#22-043	3-26	Possible Structure fire @ Platform Bridge and Pt Reyes Petaluma. No merit.
#22-044	3-28	Landing zone assist @ Point Reyes Station.

TRAININGS:

No trainings due to Omicron surge.

ACTIVITIES AND MAINTENANCE:

1. Inspect and repair all SCBA's, including masks and displays.
2. Update run maps for all engines and create new map book for radio room.
3. Create and submit LAFCO data.
4. Check, replenish and replace supplies in medical bag for 331.
5. Create new radio room emergency phone list.
6. Begin entering NFIRS data.

PERSONNEL:

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

Jim Fox, Chief

FIRE DEPARTMENT REPORT

April 2022

INCIDENTS:

<i>#</i>	<i>Date</i>	
#22-046	4-01	Vehicle Accident @ Sir Francis Drake Blvd.
#22-047	4-02	EMS @ Inverness Way.
#22-048	4-02	EMS @ Aberdeen. M-94 Transport.
#22-049	4-07	Tree down @ SFD and Drakes View. Cleared on arrival.
#22-050	4-12	Rescue @ Edgewood. Woman and dog stuck down hillside.
#22-051	4-13	Landing zone @ West Marin School. Cancelled en route.
#22-052	4-15	Vehicle accident @ SFD. Cancelled en route. M-94 transport.
#22-053	4-15	EMS @ SFD for a fall. Released at scene.
#22-054	4-16	Water rescue @ Tomales Bay Resort. No merit.
#22-055	4-19	EMS @ Redwood for cardiac arrest.
#22-057	4-19	Tree down @ Hawthornden and Inverness Way. Cleared road and phone lines.
#22-058	4-27	EMS @ SFD.
#22-059	4-29	EMS @ Camino del Mar.

TRAININGS:

No trainings to due covid surge.

ACTIVITIES AND MAINTENANCE:

1. Enter NFIRS data.
2. Restock gear for volunteers.
3. New extrication equipment added to squad 331.
4. New medical equipment for squad 331.
5. Research Type-6 engine specs.

PERSONNEL:

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

Jim Fox, Chief