

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 Minutes - Regular Meeting

Tuesday, August 18, 2026 | 11:30 a.m. | Inverness Firehouse, 50 Inverness Way

Prepared by: Shelley Redding, Clerk of the Board

1) Call to Order: Meeting called to order at 11:30 am.

Directors Present: Kenneth Emanuels, Dakota Whitney, Brent Johnson.

Directors Absent: Kathryn Donohue, David Press

Staff Present: Shelley Redding, General Manager; David Briggs, Fire Chief, Rich Perez, Water Superintendent

Guests Present: None

Quorum: Yes

2) Public Expression: Frank Leahy provided the Board with a handout regarding cybersecurity and requested that the Board consider conducting a vulnerability assessment of the District's systems. Director Emanuels requested comments from the Water Superintendent, who referred the matter to the General Manager. GM Redding stated that staff were working with the District's IT contractor and that further discussion could not occur because the matter was not listed on the agenda. Mr. Leahy offered to share his professional experience with the District's IT contractor. GM Redding thanked him and stated that the matter would be placed on the agenda for the next Board meeting.

3) Consent Calendar

Motion: D. Whitney, Second: B. Johnson

Vote: 3 AYES, 0 NOES

Action Taken: Approval of the Consent Calendar with the Board minutes from July 21, 2026 Board meeting and approval of accounts payable, credit card statement and payroll expenses for July 2026 as presented.

A. Approval of Minutes: July 21, 2026, Regular Meeting Minutes

Action/Notes: None

B. Approval of Expenditures: July 2026

Action/Notes: Director Johnson asked about a Dell purchase listed on the monthly expenditures report. GM

Redding noted that the expense was related to the Board Approved Capital Project for the SCADA system upgrade and the item was a new server purchase.

C. Approval of Payroll Expenses: July 2026

Action/Notes: None

4) Business of the District

A. Firehouse Backup Generator Replacement Capital Project—Authorization Not to Exceed \$60,000

Discussion: GM Redding and Chief Briggs presented a revised plan for the firehouse improvements considered by the Board in June, separating the generator replacement from the roof replacement. Staff explained that additional research regarding potential MCE funding for solar installation would delay the combined project. Staff therefore proposed proceeding first with the generator replacement and considering the roof replacement, solar panels, and battery backup in the spring after pursuing potential funding assistance. The two generator quotes previously provided to the Board included similarly sized generators and a main electrical panel upgrade. Staff had not recommended a vendor because a third quote was still pending and could offer a lower cost. The Board discussed the need to prioritize generator replacement for operational readiness in light of forecast weather-related conditions. Staff requested authority to proceed after receiving the third quote, provided that the project scope and total cost would not exceed \$60,000.

Motion: B. Johnson; Second: D. Whitney

Vote: 3 AYES, 0 NOES

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



SHELLEY REDDING, GENERAL MANAGER/CLERK OF THE BOARD
DAVID BRIGGS, FIRE CHIEF • RICHARD PEREZ, WATER SYSTEM SUPERINTENDENT

Action: The Board approved the firehouse backup generator replacement capital project in an amount not to exceed \$60,000 and authorized staff to select the vendor whose proposed scope of services and installation best meet the District's operational needs.

B. Ordinance 121-2026: General Manager Compensation for Fiscal Year 2026-2027

Discussion: GM Redding presented an Ordinance describing the approved General Manager Salary of \$12,004.45 per month for the Fiscal Year 2026-2027 as recommended by the Personnel Committee.

Motion: D. Whitney, Second: B. Johnson

Vote: AYES 3, NOES 0

Action: Ordinance 121-2026 approved as presented.

C. Approve Corrected Employee Pay Rates for Fiscal Year 2026-2027

Discussion: GM Redding presented a corrected Employee Pay Rates document that was approved at the June 2026 meeting as it had an erroneous value for Chief Briggs.

Motion: B. Johnson, Second: D. Whitney

Vote: AYES 3, NOES 0

Action: Approval of the corrected Employee Pay Rates for Fiscal Year 2026-2027.

D. Special District Risk Management Authority (SDRMA) Amended Health Benefits MOU for 2027.

Discussion: GM Redding noted that this item needed to be removed because there is a Resolution requirement along with the MOU and that it would be brought back at the next Board Meeting with the Resolution.

Motion: None, Second: N/A

Vote: N/A

Action: None taken.

E. Employee and Retiree Health Benefits Policy Recommendation for CalPERS Health Contract Amendment effective January 1, 2027.

Discussion: GM Redding withdrew the staff recommendation because, after the agenda was published but before the meeting, the Personnel Committee raised concerns about the fiscal impact on staff. Director Emanuels asked whether changes to the CalPERS contract were subject to a deadline for a January 1, 2027, effective date. GM Redding responded that the new health premium rates were released on July 21, 2026, and that the September Board meeting would occur after the deadline for submitting amendments to CalPERS. Therefore, any amendment recommended by the Personnel Committee would not take effect until January 1, 2028. The required resolution would be brought back to the Board at a future meeting.

Motion: None, Second: N/A

Vote: N/A

Action: Staff will coordinate with the Personnel Committee to schedule a meeting to review the original recommendation, evaluate scenarios concerning the District's future fiscal impacts, and develop a plan for the next enrollment period.

F. Review, Revision, and Readoption of Water System Regulations, Part A

Discussion: Customer Services Manager Wade Holland presented an overview of the process outlined in his staff report for reviewing, revising, and readopting the Water System Regulations. Part A introduced the regulations and summarized their adoption history. He explained that updates are needed to reflect current state and federal safe drinking water laws and regulations and to correct outdated references. He provided redline version of each regulation which showed proposed revisions. Part B, scheduled for the October Board meeting, will provide an opportunity to discuss the recommended changes. Part C will be the final step of Board action at the regular meeting in November for formal readoption of all Water System Regulations.

Motion: None, Second: N/A

Vote: N/A

Action: None, informational presentation only.

5) Receive Reports On Administrative and Operational Activities for July 2026

A. General Manager's Administrative Report

Notes: Reports were provided to the Board concerning the items listed below.

- 1) Colby-Seahaven Tank Project DWR Update on Budget Amendment request: GM Redding reported that she met with the DWR Project Manager and was informed that the initial request for a Budget Increase Amendment submitted in August 2025 was added to the DWR list of eligible grant recipients to have additional funds allocated for project reimbursements. The amount originally requested to be added to the awarded \$1.2 million grant was \$753,500. She noted that DWR still has a final approval process before the project funding amendment document will be sent for signature. She was given verbal assurance that IPUD will receive the additional grant funding, largely because of the Districts adherence to the construction schedule, reporting requirements and project management. GM Redding will report back once she has formal confirmation of the documents for execution.
- 2) Upper Perth Fire Road Report: In preparation for the winter, staff will be focusing on extra water bar maintenance on the Upper Perth road and facilitating repairs to eroded sections.
- 3) NOAA El Nino Prediction Report Update – July 2026: A report was provided describing the current model predictions, which anticipate a 97% chance of El Nino conditions with significant rainfall expected from October through February.
- 4) Diversified Utility Billing Platform Implementation: Staff have been working with the vendor in the implementation process for the updated billing platform. The next billing process will be recorded in the current billing system, and then data will be uploaded into the new software for review of continuity and provide staff the opportunity to utilize the new platform in a “sandbox” environment. The next phase will be involve the meter reading component utilizing tablets for in-the-field recording. Eventually customers will be able to access the Customer Center to see their billing, make payments electronically or by phone, along with the established Autopay and pay by check.

B. Operations Reports

Notes: Monthly activity reports were provided to the Board. Directors asked general questions concerning the position of the Fire Operations Assistant and staff noted they could provide a report that outlined the roles and responsibilities of the position. There was also general discussion concerning a village siren for community notification as was previously utilized by the Fire Department. Staff was directed to research options and provide a report for the next Board meeting.

1) Water System Report July 2026:

- GIS Mapping Project: Superintendent Perez provided the Board with a brief description of a mapping project to identify all water system piping and infrastructure. A presentation will be made at the next meeting.
- Historic Rainfall Data Report: A data spreadsheet was provided to the Board with the annual rainfall data.
- Annual Water Billing Summary FY 2025-2026: This information was provided for the fiscal year end showing the total revenues of the Water System from July 1, 2025 Through June 30, 2026.
- Colby Tank Site Drainage Project: Superintendent Perez provided a report on the supplemental work completed at the Colby site to address drainage concerns from a neighboring property owner. The Colby Tank Replacement Project had a tank overflow drainage system installed that was designed to divert water away from the main storage tank foundation by diverting the flow

into rip rap along both sides of the tank. The property owner requested that the diversion not point to his property due to erosion concerns.

2) **Fire Department Report July 2026:**

- Inverness Disaster Council: General Discussion about the potential merging of the Inverness Disaster Council with the Point Reyes Disaster Council. Further discussions will be held once the new Station Commander in Point Reyes is settled and meetings can be scheduled. Director Emanuels asked if there was still an emergency siren for the town and if not, it should be considered. It was requested to add this subject to the next agenda.
- Inverness Firewise Community Event: Fire Wise Inverness and the Inverness Association is planning their annual community event to be held at the end of September at the Inverness Yacht Club. The focus will be on evacuation routes with presentations planned by the Sheriff Department and Marin County Fire.

3) **Marin Wildfire Prevention Authority (MWPA) Report July 2026:** General discussion and public comments on the ongoing CORE work in the Seahaven area for the properties bordering the Tomales Bay State Park. In particular, the importance of the need for ongoing vegetation management by the property owners and how to convey the expectation. Also discussed was the MWPA Public Works Plan that is scheduled for a hearing with the California Coastal Commission in October.

6. **Committee Meetings/Reports**

Personnel Committee Report - Notes: None

7. **Adjournment:** The meeting adjourned at 12:42 pm.