



Inverness Public Utility District

Fire Department ✧ Water System

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

Board of Directors

Minutes, Regular Meeting

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

Video/Teleconference

1. Call to Order; Attendance Report

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

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

Directors Absent: None

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

2. Public Expression

No one asked to address the Board.

3. Proposed Voter Initiative Parcel Tax

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

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

4. State of the Water Shortage Emergency

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

5. Approval of Minutes

Special meeting of January 26, 2022

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

AYES 5, NOES 0

Regular meeting of January 26, 2022

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

AYES 5, NOES 0

6. Management Report

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

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



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

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

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

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

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

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

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

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

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

7. Water System Report

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

8. Fire Department Report

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

9. Approve Expenditures and Credit Card Charges

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

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

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

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

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

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

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

13. Reconvene in Open Session

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

14. Committee Meetings/Reports

There were no Committee reports.

15. Announcements, Next Meeting, Adjournment

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

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

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

Attest: /s/

Date: 3/23/2022

Shelley Redding, Clerk of the Board