



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 Minutes, Regular Meeting Wednesday, March 25, 2020, 9:00 a.m. Teleconference

1. Call to Order

President Emanuels called the meeting to order on Teleconference at 9:04 a.m. Clerk Redding noted that item #5 will be moved to #3, Item 3 will be moved to item #4 and item #4 will be moved to item #5

Attendance Report

Directors Present: Kenneth J. Emanuels, Dakota Whitney, Kathryn Donohue, Brent Johnson, David Press (joined at 9:10 a.m.)

Directors Absent: None

Staff Present: Shelley Redding, Clerk and Administrator; Jim Fox, Chief of Operations; Wade Holland, Customer Services Manager (left at 9:24 a.m.)

2. Public Expression

None.

3. Prop. 218 process initiation for rates increase and date of public hearing

Director Emanuels described the minor edits made to the Public Notice document, previously approved at the February 26th Board Meeting. The edits did not change the data presented, just the narrative presenting the data.

Staff member Holland noted that at the previous meeting, the public hearing date had been set for May 27th for which the notice must be mailed out no later than April 10. At the public hearing, with input from interested parties, the decision can be made to move forward with the rate increase, delay the rate increase, or rescind the increase.

Chief Fox noted that all 6 redwood tanks in the District are leaking and all have reached the end of their “useful life.” He further noted that the process for tank replacement started with the Stockstill tanks and the Tenney Tank project is next. He described the Tenney Tank project as critical, as it serves as the lynchpin for the entire system.

Director Emanuels also noted that with the issuance of the Drinking Water State Revolving Fund loan at the low rate of 1.4%, the project’s debt service and operations costs could be supported by the rate increase. Director Donohue and Director Whitney both expressed their agreement to move forward with the Prop.218 public notice process.

Director Emanuels suggested that an additional mailer be added to the public notice with respect to water safety amid the current COVID-19 pandemic.

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

4. Resolution 252-2020: Tenney Tank Project Financing Authorization Agreement (Final Board action on agreement to borrow up to \$800,000):

Staff member Holland noted that this is the final action to assign the Administrator to execute the Agreement on behalf of the Board in coordination with Counsel. Director Emanuels summarized the terms of the loan, 1.4% interest rate, up to \$800,000 in funds, pay as we go, interest accumulated only on amount borrowed. Staff member Holland also noted that upon execution of the agreement, construction must begin within 6 months. It is hoped that the bid process can be completed in June. Chief Fox is scheduled as the project manager and will work with the Brelje & Race Engineers to initiate the bid process as soon as the loan documents are executed. Director Donohue asked about the terms in the agreement “useful life” and Chief Fox noted that the general estimate for steel tanks is 40 years. Director Johnson asked about potential delays of imported materials. Chief Fox and Staff member Holland noted that the agreement prohibits use of imported materials, unless there is a waiver is granted. The Engineers will manage the details of the material sourcing.

M/S Whitney/Johnson to adopt Resolution 252-2020 as proposed. Roll Call Taken: AYES 5, NOES 0

5. Marin Wildfire Prevention Authority JPA, Member designations and projects:

- Appoint member of MWPA’s Governing Board:
 - Director Donohue volunteered to participate on the Governing Board
- Appoint member of MWPA’s Operations Committee:
 - Chief Fox volunteered his participation on the Operations Committee
- Designate up to 3 “shovel ready” projects for funding in the current year:
 - Chief Fox identified the following as projects:
 - Roadside vegetation clearance on non-County maintained roads
 - Renew the Seahaven shaded fuel break project

M/S Press/Donohue to designate member designations and projects as required for the MWPA JPA agreement. Roll Call Taken: AYES 5, NOES 0

6. Committee Meetings/Reports

There were no reports from standing committees and no meetings of standing committees are currently scheduled.

7. Announcements, Next Meeting, Adjournment

The Marin County Planning Department has scheduled the Zoning Administrator hearing for the Tenney Tank Project coastal permit renewal for May 12, 2020.

The next regular meeting of the Board of Directors is scheduled for April 22, 2020, via Teleconference at 9:00 a.m.

President Emanuels adjourned the meeting at 9:31 a.m.

These minutes were approved by the Board of Directors at the regular meeting on April 22, 2020.

Attest: /s/ _____ Date: 4/22/2020

Shelley Redding, Clerk of the Board