

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

AMENDED AGENDA

Regular Meeting

Tuesday, March 18, 2025

12:00 p.m.

Inverness Firehouse, 50 Inverness Way

- 1) **Call to Order:** Attendance Report
- 2) **Election of Officers for 2025:** (President, Vice President, Treasurer; ex officio officers)
- 3) **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.
- 4) **Consent Calendar**

All items listed under the Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the Board of Directors, staff, or public requests that a specific item be removed for separate discussion and action.

 - A. **Approval of Minutes:** January 21, 2025, Regular Meeting Minutes
 - B. **Approval of Expenditures**
 1. **Accounts Payable:** January 2025 & February 2025
 2. **Credit Card Purchases:** January 2025 & February 2025
 3. **Payroll Expenses:** January 2025 & February 2025
- 5) **Reports:** Receive Reports On Administrative and Operational Activities For January 2025 & February 2025
 - A. **General Manager's Report**
 1. 2nd Qtr Financial Reports & January Financial Reports and Statements
 2. 5-Year Capitalization Planning
 3. Grants and Projects Report
 4. Colby/Seahaven Tank Project Update
 5. Marin County Sea Level Rise Adaptation Project
 6. Water System and Fire Department Newsletters
 - B. **Operations Reports**
 1. Water System Report January 2025 & February 2025
 2. Fire Department Report January 2025 & February 2025
 3. Marin Wildfire Prevention Authority (MWPA) Reports
 - A. MWPA Spring 2025 Project Planning
 - B. MWPA January 2025 & February 2025 Activity Reports
- 6) **Business of the District**
 - A. **Consider and Approve the SCADA/IT Capitalization Project:** Review and Approve the proposed project to reconfigure the water system SCADA and upgrade District IT components over the next 12 months for an estimated cost of \$198,700

Material provided in the meeting packet is available on the District's website, www.invernesspub.org, or by contacting the District office. Items may not be taken up in the order shown on this Agenda.

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

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

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



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

B. Consider and Approve the Capitalization Purchase of a Woodchipper: Review the 2 quotes provided and approve the purchase of a woodchipper with approved MWPA funds at a cost of \$30,000.00.

C. Review and Approve Revised UTV Capitalization Purchase Amount from \$47,860 to \$52,989: Review purchase detailed expenses and approve additional \$5,098 paid for the sales tax, delivery fee and DMV documentation fees. Adjusts the amount paid by the District to \$17,959 after the \$35,000 MWPA CORE fund reimbursement.

7) Committee Meetings/Reports

A. Personnel Committee: Report on Water System Staffing and Administration Staffing

1. Administration Staff – Patricia Grinnell hired as Bookkeeper/Admin Assistant
2. Water System Staff – Rich Perez hired as Water Superintendent

8) Adjournment

Posted: 3/14/2025