

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

Wednesday, May 1, 2019

AGENDA

9:00 a.m.

Regular Meeting (Rescheduled)

Inverness Firehouse

Opening

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 (rescheduled) of March 20, 2019; Special meeting of April 3, 2019

The State of the District

4. **Management Report:** Controller K. Gann; Administrator W. Holland; Associate Administrator S. Redding
 - Report on property, vehicle, and liability insurance
 - Status of 2017/18 audit and preparations for 2018/19 audit
 - Grand Jury report on "Wildfire Preparedness: A New Approach"
 - May 7 election: District's Measure A establishing the District's Appropriations Limit
 - Fiscal reporting for funds received from Measure W, West Marin Transient Occupancy Tax (TOT)
 - Change in water rates on July 1 (5% increase already scheduled and compliant with Prop. 218 requirements)
 - Change in provider of IT services
5. **Water System Report, March 2019** (including geologist's written report on landslide on Feb. 14 at 7 Woodhaven Rd): Superintendent J. Fox
6. **Fire Department Report, March 2019:** Chief J. Fox

The Business of the District

7. **Job Descriptions and Organization Chart:** Consider and approve a District organization chart and revised job descriptions for Administrator, Chief of Operations, Fire Chief, and Water System Superintendent
8. **Employment of Shelley Redding as Administrator:** Confirm employment of Shelley Redding in the position of Administrator (effective June 1, 2019) and set her employee status
9. **Ordinance 89-2019:** Setting the compensation of the Administrator
10. **Adopt Revised Operating Budget for FY 2018/19:** Staff proposes approval of a revised operating budget for the District for the current fiscal year

Material provided in the meeting packet is available to the public by contacting the District Office or by visiting www.invernesspubd.org.

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 THIS MEETING

Board of Directors: Kenneth J. Emanuels, President • Dakota Whitney, Vice President
Kathryn Donohue, Treasurer • Brent Johnson • David Press



Wade B. Holland, Administrator

James K. Fox, Chief of Operations (Fire Chief, Water System Superintendent)
Kaaren Gann, Controller • Shelley Redding, Associate Administrator

11. Approval of Expenditures and Credit Card Charges: March 2019

12. Resolution 237-2019: Amending Resolution 75-94 Establishing a Checking Account with the Bank of America (designating new signatories)

Closing

13. Committee Meetings/Reports

14. Announcements, Next Meeting, Adjournment

Posted: April 26, 2019