

BOARD OF DIRECTORS
Regular Meeting Agenda
January 4th, 2024, 6:30 p.m.
Board Room
19039 Bay Street, El Verano
(707) 996-1037

Board of Directors
Jon Foreman, President
Gary Bryant, Vice President
Steven Caniglia
Steve Rogers
Colleen Yudin-Cowan

PUBLIC NOTICE

Members of the public may participate in this open, public meeting in person.

Time will be provided for public comment. Any member of the public wishing to speak will be allowed 3 minutes to make a statement. Board President will call for comments prior to the Board deliberating on pending action. However, please note that no action can be taken on any item unless printed on the agenda and included with the meeting notice. Therefore, any item discussed by members of the public and not shown on the agenda will only be received for information. The Board of directors may choose to set such item for future discussion and staff report. A full agenda packet is available at the District office for public view. A fee may be charged for copies. During the meeting, information and supporting materials are available in the Boardroom. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District as soon as possible, but at least two days prior to the meeting.

All open meetings are recorded. Recordings for each meeting are retained for a minimum of 90 calendar days and may be heard upon request, at no cost. Please contact a member of the District staff for assistance. ITEMS ON THIS AGENDA MAY BE TAKEN OUT OF THE ORDER SHOWN.

Any writings or documents provided to a majority of the Board regarding any item on this agenda will be made available for public inspection in the VOMWD office located at the above address during normal business hours.

1. CALL TO ORDER – PLEDGE – ROLL CALL

2. PUBLIC COMMENTS:

This section of the agenda is provided so that the public may express comments on any item within the District's jurisdiction not listed on the agenda. Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or follow Board procedures to direct staff to place a matter of business on a future agenda. The public may express comments on agenda items at the time of Board consideration.

3. CONSENT CALENDAR

It is recommended by the General Manager that these items, which are expected to be routine in nature and without controversy, be received and acted upon by the Board without discussion. If any Board member or interested party requests that an item be removed from the Consent Agenda for discussion, it will be considered separately. The consent calendar may be approved by a single motion.

Item 3.A Minutes of the December 7th, Board of Directors Regular Meeting

4. PUBLIC PRESENTATION, HEARING OR WORKSHOP

5. FINANCE, ADMINISTRATIVE & OPERATIONAL REPORTS

Item 5.A Monthly Financial Reports & Disbursements

Staff Recommendation: Receive, and approve by roll call vote, the monthly financial reports & disbursements for the month of October 2023 in the amount of \$644,236.23

Item 5.B Administrative Report

Item 5.C Water Source Report

Item 5.D Operational Updates

6. DIRECTORS' & COMMITTEE REPORTS

Item 6.A Sonoma Developmental Center (SDC) Ad Hoc Subcommittee Update

Item 6.B Appointment of Board Representatives

7. GENERAL MANAGER'S AND DISTRICT COUNSEL'S REPORTS

Item 7.A Legal Services Cost Update

Item 7.B Pedroncelli Well Update

8. DISCUSSION AND ACTION (GENERAL BUSINESS)

Item 8.A Adoption of the Valley of the Moon Water District Annual AB 1600 Report

9. CLOSED SESSION

10. REQUEST FOR FUTURE AGENDA ITEMS

11. ADJOURNMENT

The next scheduled Board meeting is a regular meeting at 6:30 p.m. February 7th, 2024. Posted this 29th day of December, online and in three public places.



Amanda Hudson, Board Secretary

VALLEY OF THE MOON WATER DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
December 7, 2023

A Regular Meeting of the Board of Directors of the Valley of the Moon Water District was held on December 7, 2023. **Members of the public were provided the opportunity to participate in this open, public meeting in person.**

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE - ROLL CALL

President Foreman called the meeting to order at 6:30 P.M. PST.

Roll Call by **Secretary Hudson** noted the following present:

Directors:	Gary Bryant Steven Caniglia Jon Foreman Stephen Rogers Colleen Yudin-Cowan
District Personnel:	Matthew Fullner, General Manager Amanda Hudson, Administration Manager Brian Larson, Water System Manager Oscar Madrigal, Finance Manager
Public:	See sign-in sheet

2. PUBLIC COMMENTS

None

3. CONSENT CALENDAR

Item 3.A Minutes of the November 2nd, Board of Directors Regular Meeting

Item 3.B Regular Board Meeting Schedule for Calendar Year 2024

Director Yudin-Cowan made a motion, seconded by **Director Caniglia**, to approve the Consent Calendar.

The motion passed unanimously by voice vote.

4. PUBLIC PRESENTATION, HEARING OR WORKSHOP

None

5. FINANCE, ADMINISTRATIVE & OPERATIONAL REPORTS

Item 5.A Monthly Financial Reports & Disbursements

Staff Recommendation: Receive, and approve by roll call vote, the monthly financial reports & disbursements for the month of October 2023 in the amount of \$725,399.61

Director Rogers asked if staff is analyzing purchased water. **Finance Manager Madrigal** said yes; the wells were off for this month so it was higher but yes it is being analyzed.

Director Rogers asked about the \$900 Dewitt Tire purchase. **Water System Manager Larson** said it was for backhoe tires.

Director Rogers asked if staff has gotten rid of any of the trucks. **Water System Manager Larson** said yes, #31, #32, and the Jeep are gone. **General Manager Fullner** said they were surplus two separate times; the trucks together a couple of months ago and then the Jeep separately after. The funds will hit in the month received.

Director Yudin-Cowan made a motion, seconded by **Director Canignia**, to receive and approve by roll call vote, the monthly financial reports & disbursements for the month of October 2023 in the amount of \$725,399.61

A roll call vote was taken:

Director Bryant	<u>Aye</u>
Director Caniglia	<u>Aye</u>
Director Foreman	<u>Aye</u>
Director Rogers	<u>Aye</u>
Director Yudin-Cowan	<u>Aye</u>

Ayes 5 Noes 0 Absent 0 Abstain 0

Item 5.B Administrative Report

Director Rogers requested information on making a public comment to the rulemaking so that a request can be submitted exempting smaller districts from the rulemaking; perhaps districts under 10,000 connections. **Director Yudin-Cowan** said she agrees. **General Manager Fullner** said he could contact ACWA and see if they have any information on that.

Director Yudin-Cowan asked how many person-hours are being spent on the new regulation.

Administration Manager Hudson said she hasn't been tracking it but the water loss audit alone has taken a couple of weeks and is still being finalized. **Director Bryant** said it is good for the Board to know how much more time is being spent on regulation.

Item 5.C Water Source Report

Item 5.D Operational Updates

Water System Manager Larson said the project at Chestnut has started. They are digging in the same trench, not the hill itself. They are laying the pipe above the main that is there now. That is making this project go quicker; the goal is to have it done in 25 days and it looks like the District will save \$280,000. **Director Bryant** asked what kind of pipe is underneath. **Water System Manager Larson** said C900.

6. DIRECTORS' COMMITTEE REPORTS

Item 6.A Sonoma Developmental Center (SDC) Ad Hoc Subcommittee Update

7. GENERAL MANAGER'S AND DISTRICT COUNSEL'S REPORTS

Item 7.A November 6th, 2023 Water Advisory Committee (WAC)/Technical Advisory Committee (TAC) Meeting and December 4th TAC Meeting Update

Administration Manager Hudson attended the TAC Meeting on December 4th.

Water Supply Update

- Lake Sonoma is just over 218,000 AF
- Lake Mendocino is just under 60,000 AF
- The new petition for a Temporary Urgency Change Order was submitted mid-October. Sonoma Water is working with the National Marine Fisheries Service (NMFS) and Fish and Wildlife; they submitted support letters.
- Hoping to see a response before January 1 when the water type year is assessed
- Sonoma Water's Water Deliveries
 - Overbudget thus far this year; preliminary November deliveries do not appear to be overbudget

Sonoma Martin Saving Water Partnership (SMSWP)

- 2013 Benchmark
 - October water use, -24% for all contractors; -28% for VOMWD
 - YTD water use, -27% for all contractors; -32% for VOMWD
- The Partnership is working on currently working on Spring messaging.

Biological Opinion

- Dry Creek Habitat Enhancement Project
 - Phase VI will likely have delays due to property right-of-way issues.
- Fish Monitoring
 - Thus far 1925 Chinook, 162 Coho, and a few steelhead have been observed.

Potter Valley Project Update

- PG&E's initial draft surrender application and preliminary decommissioning plan is currently in circulation for public review.
- Comment period ends December 22; this is a high level document
- Final draft will be released in June 2024
- Sonoma Water worked with other interests to submit a seven-party proposal to PG&E; this includes a runoff channel diversion plan as well as a pump diversion plan
- Sonoma Water is in the process of compiling comments on PG&E's initial draft surrender application and will be sharing these comments with the WAC/TAC
- The Regional Entity (which includes County of Sonoma) had a document drafted to form their JPA; Sonoma Water is taking this document to their Board of Directors and Board of Supervisors on December 5th
 - This entity will be meeting as a Brown Act body next at the end of the year or in January

Russian River Water Forum

- Next planning group meeting is December 7; they will be hearing from conservation interests

Item 7.B Consideration of Board Representatives

General Manager Fullner said that after voting for officers, directors can email the President if they want to change assignments and hopefully they can get their requested position.

8. DISCUSSION AND ACTION (GENERAL BUSINESS)
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Item 8.A Election of Officers for Valley of the Moon Water District for Calendar Year 2024.

Director Bryant made a motion and **Director Foreman** was elected by acclamation as the President.

Director Foreman made a motion and **Director Bryant** was elected by acclamation as the Vice President.

Director Foreman made a motion and **Administration Manager Hudson** was elected by acclamation as Secretary.

9. CLOSED SESSION

10. REQUEST FOR FUTURE AGENDA ITEMS

None

11. ADJOURNMENT

President Foreman adjourned the meeting at 7:12 P.M. PST.

Amanda Hudson, Board Secretary

Jon Foreman, Board President

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Oscar Madrigal, Finance Manager

SUBJECT: Monthly Financial Reports & Disbursements for November 2024

Revenue

- November's operating revenue was \$630,928, which was over budget by \$41,858 when periodized and under budget by \$20,253 when using a straight-line average. November operating revenue was \$128,601 more than last fiscal year.
- We continue to see recovery, and this is the second month to be over the forecasted figures.

Salaries

- Salaries were under budget by 4% for November. This was partially due to the first quarter's vacant Water System Operator position. Salaries are also periodized and consider employees' step increases and other earnings paid at specific times during the year.

Purchased Water

- Purchased Water for November was over budget by \$110 when periodized.
- Water deliveries decreased in November, and well water production resumed.

Transfer to/from reserves

- The annual O&M allocation to CIP is \$682,323. Year to date, the District has transferred \$284,301 to CIP.
- There is no annual budgeted transfer amount from undesignated reserves to O&M this fiscal year.
- O&M is anticipated to have a budget surplus of 1.2 million at the end of the fiscal year. The surplus will help fund the next fiscal year's capital plan.
- Year to date, the O&M budget surplus is \$850,988.

CIP

- YTD expenditures for CIP as of November 30, 2023, are \$1,520,961. This includes \$972,183 in expenditures for rollover CIP projects from FY 2022/23.

Report of Investment

- The Undesignated Reserves are positive \$456,531 due to the reimbursable cash outflow of grant-funded CIP projects.
- The Undesignated Reserves are positive \$1,326,317 when adjusted for pending grant reimbursements.

Expenses

- Expenses without purchased water were under budget by 8%. Some expense accounts are over budget due to purchasing budgeted items early in the fiscal year or other unforeseen costs. Total expenses were over budget by 3%, mainly due to purchased water.

Audit Update

- We continue to work with the auditors to complete the FY 2020-2021 audit. Once all pending requests are fulfilled, auditors will complete the audit report within the next couple of months.

Recommendation:

Receive and approve, by roll call vote, the monthly financial reports and disbursements in the amount of \$644,236.23 for the month of November.

Attachments:

Monthly Financial Disbursements

Board of Directors Disbursements

Monthly Revenue & Expense Comparison Report

Report of Investments

Capital Improvement Project Summary

Capital Improvement Project – ASR Well Reports

VALLEY OF THE MOON WATER DISTRICT
Monthly Financial Disbursements
NOVEMBER 2023

The following demands made against the District are listed for approval and authorization to pay, in
accordance with Section 31302 of the California Water Code, being a part of the County Water District Law:

CK # Vendor Name	Invoice Description	Amount
40686 PETTY CASH	DISHWASHER PODS; ICE FOR SAMPLES; BOX FOR SHIPPING SAMPLES; POOL MART SUPPLIES	53.02
40687 ACWA/JOINT POWERS INS	AUTO & GENERAL LIABILITY 10/01/23-10/01/24	6,791.00
40688 ACWA/JPIA	GROUP INSURANCES (DEC)	2,763.69
40689 CINTAS	AED LEASE AGREEMENT AND SERVICE TO REPLENISH EMERGENCY SUPPLIES	303.15
40690 CLEAN HARBORS ENV. SERVICES	INV#1004801364 GENERAL DELIVERY & DISPOSAL	2,332.16
40691 CORE UTILITIES, INC.	CONSULTING SERVICES (OCT)	960.00
40692 NICK CREWS	CLOTHING ALLOWANCE - BOOTS FY23-24	300.00
40693 DEWITT'S TIRE RECYCLE & AUTO R	VEHICLE MTNC/FLAT REPAIR	30.00
40694 VOID	VOID	-
40695 VOID	VOID	-
40696 FRIEDMAN'S HOME IMPROVEMENT	PARTS/MATERIALS: SOLAR TANK UPGRADE, PUMPING, NEW TRUCKS, BUILD/EQUIP MTNC; SMALL TOOLS/EQUIP	2,184.63
40697 VOID	VOID	-
40698 JOHN FRYE	CASH FOR GRASS	550.00
40699 INFOSEND, INC	OCTOBER STATEMENT: BILL PROCESSING AND POSTAGE	2,172.42
40700 INTEGRITY SHRED LLC	SHREDDING SERVICES	55.00
40701 M. MASELLI & SONS, INC	SMALL TOOLS AND EQUIPMENT	187.67
40702 NICK BARBIERI TRUCKING, LLC	FUEL	1,115.39
40703 O'REILLY AUTO PARTS	EQUIPMENT MTNC/REPAIRS - PARTS AND MATERIALS	54.89
40704 PACE SUPPLY CORP.	PARTS AND MATERIALS: PUMPING, G.E. TRANS & FIRE FLOW IMPROVEMENT	704.24
40705 PARSONS LUMBER & HARDWARE	PARTS/MATERIALS: TANK SOLAR UPGRADE, WATER TREATMENT, PUMPING, SERV REPAIRS, LEAD SERV LINE INVENTORY	368.43
40706 PACIFIC GAS & ELECTRIC CO	UTILITIES (OCT)	5,702.10
40707 RECOLOGY SONOMA MARIN	TRASH DISPOSAL	537.72
40708 ROADSAFE TRAFFIC SYSTEMS, INC.	MARKING PAINT - BLUE, BLACK, WHITE	400.43
40709 STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	77.86
40710 USA BLUEBOOK	BELLOWS FOR WELLS AND HOSES FOR VACUUM TRUCKS	1,525.38
40711 WILSON'S LOCKSMITH	KEYS (4)	19.62
40712 W.K. MCLELLAN COMPANY	SERVICE REPLACEMENT PAVING - 17345 VAILETTI DR; SERVICE & VALVE REPLACEMENT PAVING-14324 ARNOLD DR	14,270.71
40713 KAREN HARRINGTON	CUSTOMER REFUND	251.17
40714 WILL JOHNSON	CUSTOMER REFUND	65.05
40715 KS MATTSON PARTNERS LP	CUSTOMER REFUND	706.80
40716 MAI LAM	CUSTOMER REFUND	40.63
40717 SNOW RODERICK	CUSTOMER REFUND	46.81
40719 BSK ASSOCIATES	WATER QUALITY TESTING	390.00
40720 B.W.S. DISTRIBUTORS, INC	SAFETY SUPPLIES - GLASSES, VESTS, HARD CAPS	193.48
40721 CALTEST LABORATORY	ROUTINE WATER TESTING (OCT)	1,837.20
40722 CAL-WEST RENTALS INC.	BOOM LIFT RENTAL	870.10
40723 CERVANTES LANDSCAPE, LLC	LANDSCAPING SERVICES (OCT)	375.00
40724 TERRI COLE	CASH FOR GRASS	475.00
40725 COMCAST	INTERNET SERVICE (NOV)	282.60
40726 CORBIN WILLITS SYS'S, INC	MONTHLY ACCOUNTING & BILLING SOFTWARE (DEC)	959.87
40727 EKI ENVIRONMENT & WATER	PROJ C30133.00 - PREP ANNEXATION FOR SDC	474.24
40728 KYLER FRITZ	CELLPHONE REIMBURSEMENT (JULY23, AUG23, SEPT23); O&M CLOTHING ALLOWANCE : PANTS & BOOTS FY23-24	577.62
40729 HONEY BUCKET NORTH BAY	TRAILER UNIT & SERVICE 11/06/23-12/03/23	205.98
40730 OIL CHANGERS	VEHICLE MTNC - TRUCK #41	75.34
40731 PROFESSIONAL ID CARDS, INC.	ID CARDS (4) - UPDATED NAMES FOR EMPLOYEES (2)	32.00
40732 REPUBLIC SERVICES OF SONOMA CO	YARD WASTE/COMPOST	57.41
40733 RITTER'S WELDING & FABRICATION	INSTALLATION OF CONVEYOR ON DUMP TRUCK	4,600.00
40734 ANSWERNET	MONTHLY ANSWERING SERVICES (NOV)	160.97
40735 SMILE BUSINESS PRODUCTS	MONTHLY PRINTER LEASE 11/10/23-12/09/23	36.31
40736 NAPA AUTO PARTS	NEW TRUCKS - PARTS AND MATERIALS; VEHICLE MTNC - PARTS AND MATERIALS	204.60
40737 SONOMA CO. WATER AGENCY	WATER PURCHASES 09/28/23-10/31/23	313,281.77
40738 SONOMA CO TAX COLLECTOR	2023-2024 PROP TAX 1ST INSTALL 052-351-041-000	1,189.32
40739 STANDARD INSURANCE CO.	GROUP INSURANCES LTD (NOV)	337.17
40740 STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	54.55
40741 STATE BRD OF EQUALIZATION	094-003879 ANNUAL WATER RIGHTS FEE 7/1/23-6/30/24	306.17
40742 U.S. BANK EQUIPMENT FINANCE	EQUIPMENT REPLACEMENT - SHARP COPIER	104.42
40743 VERIZON WIRELESS	CELLPHONE SERVICE 10/04/23-11/03/23	316.33
40744 VERIZON WIRELESS	MACHINE TO MACHINE 10/13/23-11/12/23	176.18
40745 WEEKS DRILLING & PUMP CO	G.E. BOOSTER PUMP VFD	7,077.61
ACH CALIFORNIA EMPLOYMENT DEVELOPMENT	STATE PAYROLL TAXES 11/02/23	3,040.47
ACH CALIFORNIA EMPLOYMENT DEVELOPMENT	STATE PAYROLL TAXES 11/16/23	3,081.19
ACH CALIFORNIA EMPLOYMENT DEVELOPMENT	STATE PAYROLL TAXES 11/30/23	3,426.42
ACH EFTPS FEDERAL TAX WITHHOLDING	FEDERAL PAYROLL TAXES 11/02/23	16,187.49
ACH EFTPS FEDERAL TAX WITHHOLDING	FEDERAL PAYROLL TAXES 11/16/23	15,517.05
ACH EFTPS FEDERAL TAX WITHHOLDING	FEDERAL PAYROLL TAXES 11/30/23	16,321.52
ACH EXPERTPAY.COM	PERSONNEL-RELATED DISBURSEMENT PAYROLL 11/02/23	333.69
ACH EXPERTPAY.COM	PERSONNEL-RELATED DISBURSEMENT PAYROLL 11/16/23	333.69
ACH EXPERTPAY.COM	PERSONNEL-RELATED DISBURSEMENT PAYROLL 11/30/23	333.69
ACH FIRST BANKCARD CENTER	CONSUMERREPORTS.ORG YRLY SUBSCRIPTION AND MICROSOFT YRLY SUBSCRIPTION 9/27/23-01/26/24	97.77
ACH PAYMENTUS CORPORATION	TRANSACTION FEES FOR NOV 2023	965.25

VALLEY OF THE MOON WATER DISTRICT
Monthly Financial Disbursements
NOVEMBER 2023

CK # Vendor Name	Invoice Description	Amount
ACH PERS	CLASSIC RETIREMENT CONTRIBUTION PAYROLL 11/02/23	2,847.51
ACH PERS	CLASSIC RETIREMENT CONTRIBUTION PAYROLL 11/16/23	2,847.51
ACH PERS	CLASSIC RETIREMENT CONTRIBUTION PAYROLL 11/30/23	2,847.51
ACH PERS	DEFERRED COMP CONTRIBUTION PAYROLL 11/02/23	1,800.00
ACH PERS	DEFERRED COMP CONTRIBUTION PAYROLL 11/16/23	1,800.00
ACH PERS	HEALTH INSURANCE PREMIUM (NOV)	27,622.79
ACH PERS	PEPRA RETIREMENT CONTRIBUTION PAYROLL 11/02/23	7,753.28
ACH PERS	PEPRA RETIREMENT CONTRIBUTION PAYROLL 11/16/23	7,766.10
ACH PERS	PEPRA RETIREMENT CONTRIBUTION PAYROLL 11/30/23	7,970.99
ACH RETIREES	RETIREES BENEFITS (NOV)	1,798.95
ACH VALIC	401A CONTRIBUTION PAYROLL 11/02/23	250.00
ACH VALIC	401A CONTRIBUTION PAYROLL 11/16/23	250.00
ACH VALIC	DEFERRED COMP CONTRIBUTION PAYROLL 11/02/23	1,700.00
ACH VALIC	DEFERRED COMP CONTRIBUTION PAYROLL 11/16/23	1,750.00
ACH WESTAMERICA BANK	BANK CHARGES (OCT 2023)	551.53
ACH WESTAMERICA BANK	OFFICE PHONES; TING.COM; EQUIPCO RENTALS; SUPPLIES, HARD DRIVES, PARTS/MAT, POSTAGE, SUBSCRIPTIONS	4,504.37

Net Payroll (After Deductions) 131,316.25

BOARD PRESIDENT

644,236.23

GENERAL MANAGER

Board of Directors
November Disbursement

Regular Board Meeting 11/02/23	Pay Date	Bryant	Foreman	Caniglia	Rogers	Yudin-Cowan
	11/16/2023	216.00	216.00	216.00	216.00	216.00
<hr/>						
	Total	216.00	216.00	216.00	216.00	216.00

VALLEY OF THE MOON WATER DISTRICT
MONTHLY REVENUE AND EXPENSE COMPARISON
PERIOD ENDING NOVEMBER 30, 2023

58% of year remaining

	Actual	Actual	Approved Budget	Approved Budget (Monthly)	Current Month Actual	Variance (Mo)	Budget (YTD)	Fiscal Year To Date Actual	Variance (YTD)	Budget Remaining	% Remaining	
	21-22	22-23	23-24	NOVEMBER	NOVEMBER	NOVEMBER	07/23-06/24	07/23-06/24	07/23-06/24	23-24	23-24	Forecasting Notes & Significant Changes for 2023-2024
Revenues												
Interest Income	\$ 19,274	\$ 71,846	\$ 50,000	\$ 4,167	5,716	1,549	\$ 20,833	\$ 79,383	\$ 58,550	\$ (29,383)	-59%	Interest yield higher than projected
Gain on Sale of Assets	-	-	-	\$ -	-	-	\$ -	-	\$ -	-	-	
Operating Revenue	6,525,838	6,362,546	7,814,166	\$ 589,070	630,928	41,858	\$ 3,894,974	3,706,708	\$ (188,266)	4,107,458	53%	Recovery lower than anticipated
Backflow Testing Revenue	21,357	45,681	53,821	\$ 4,485	2,193	(2,292)	\$ 22,426	17,665	\$ (4,761)	36,156	67%	This account offsets the backflow outside service expense account
Customer Penalties & Fees	38,091	63,987	23,211	\$ 1,934	5,804	3,870	\$ 9,671	26,012	\$ 16,341	(2,801)	-12%	
Misc. Income	80,673	31,884	12,000	\$ 1,000	5,868	4,868	\$ 5,000	14,786	\$ 9,786	(2,786)	-23%	
Leak Adjustments	(4,287)	(8,393)	(9,613)	\$ (725)	(637)	87	\$ (4,792)	(3,782)	\$ 1,009	(5,831)	61%	
Total Revenue	6,680,946	6,567,551	7,943,586	599,932	649,872	49,940	3,948,112	3,840,772	(107,341)	4,102,814	52%	
Expenses												
Salaries:												
O&M - Operating Wages	900,786	962,035	1,156,283	\$ 128,315	113,981	(14,334)	\$ 468,822	403,897	(64,924)	752,386	65%	
Stand-By	33,313	32,103	32,098	\$ 2,675	3,778	1,103	\$ 13,374	13,593	219	18,505	58%	
Net O&M Operating Wages	934,099	994,138	1,188,380	130,990	117,759	(13,231)	482,196	417,490	(64,705)	770,890	65%	
Administration	543,911	613,051	688,660	78,187	78,790	603	\$ 286,115	289,341	3,226	399,319	58%	
Temporary Employees	-	-	-	\$ -	-	-	\$ -	-	-	-	-	
Total Salaries	1,478,010	1,607,189	1,877,041	209,177	196,549	(12,628)	768,310	706,831	(61,479)	1,170,209	62%	
Weighted Wages Transferred to Capital Projects	(553,515)	(601,892)	(469,260)	(52,075)	(49,137)	2,938	\$ (190,264)	(176,708)	13,556	(292,552)	62%	
Net Operating Wages	924,495	1,005,297	1,407,781	157,102	147,412	(9,690)	578,046	530,124	(47,923)	877,657	62%	Net Wages used to calculate Net Position

VALLEY OF THE MOON WATER DISTRICT												
MONTHLY REVENUE AND EXPENSE COMPARISON							58% of year remaining					
PERIOD ENDING NOVEMBER 30, 2023												
	Actual	Actual	Approved Budget	Approved Budget (Monthly)	Current Month Actual	Variance (Mo)	Budget (YTD)	Fiscal Year To Date Actual	Variance (YTD)	Budget Remaining	% Remaining	
	21-22	22-23	23-24	NOVEMBER	NOVEMBER	NOVEMBER	07/23-06/24	07/23-06/24	07/23-06/24	23-24	23-24	Forecasting Notes & Significant Changes for 2023-2024
Benefits:												
O&M - Operating & Maintenance	173,563	195,575	226,708	18,892	17,382	(1,510)	\$ 94,462	87,148	(7,314)	139,560	62%	
Administration	102,724	122,828	128,668	10,722	10,480	(242)	\$ 53,612	52,396	(1,216)	76,272	59%	
Retirees	66,250	62,324	66,702	5,558	3,744	(1,814)	\$ 27,792	20,884	(6,908)	45,818	69%	
Total Benefits	342,537	380,727	422,078	35,173	31,606	(3,567)	175,866	160,428	(15,438)	261,650	62%	
Mandatory Costs												
Workers Comp:												
Operating & Maintenance	39,666	50,657	55,671	4,639	-	(4,639)	\$ 23,196	11,033	(12,163)	44,638	80%	
Acct/Administration	6,318	6,814	7,519	627	-	(627)	\$ 3,133	1,641	(1,492)	5,878	78%	
FICA/Medicare:						-	\$ -	-	-			
Operating & Maintenance	71,069	76,190	86,354	7,196	9,004	1,808	\$ 35,981	31,775	(4,206)	54,579	63%	
Administration	37,152	41,731	50,662	4,222	4,746	524	\$ 21,109	19,847	(1,262)	30,815	61%	
District Portion/Retirement:						-	\$ -	-	-			
Operating & Maintenance	82,289	88,765	100,007	8,334	10,715	2,381	\$ 41,670	38,753	(2,917)	61,254	61%	
Administration	59,223	65,275	77,033	6,419	8,431	2,012	\$ 32,097	32,064	(33)	44,969	58%	
CalPERS Accrued Liability	217,969	241,836	235,000	19,583	19,153	(431)	\$ 97,917	95,764	(2,153)	139,236	59%	
Total Mandatory Costs	513,686	571,268	612,245	51,020	52,049	1,028	255,102	230,877	(24,225)	381,368	62%	
Travel & Training												
Operating & Maintenance	3,924	4,066	8,466	705	-	(705)	\$ 3,527	4,608	1,081	3,858	46%	Bloodborne pathogens course
Administration	4,041	3,547	12,768	1,064	276	(788)	\$ 5,320	2,306	(3,014)	10,462	82%	
Total Travel & Training	7,965	7,613	21,234	1,769	276	(1,493)	8,847	6,914	(1,933)	14,320	67%	
Board of Directors:												
Meeting Compensation	17,269	19,235	33,580	2,798	1,163	(1,635)	\$ 13,992	5,580	(8,412)	28,000	83%	
Travel & Training	4,045	3,334	9,363	780	17	(763)	\$ 3,901	184	(3,717)	9,179	98%	
Total Board Expenses	\$ 21,314	\$ 22,569	\$ 42,943	\$ 3,579	1,180	(2,399)	17,893	5,764	(12,129)	37,179	87%	
Purchased Water												
Purchased Water	\$ 2,051,745	\$ 1,900,631	\$ 2,279,970	171,876	171,986	110	\$ 1,136,452	1,356,695	220,243	923,275	40%	Water deliveries increased
GSA Fee	25,000	7,393	\$ 15,000	1,250	619	(631)	\$ 6,250	3,094	(3,156)	11,906	79%	
Total Purchased Water	\$ 2,076,745	\$ 1,908,024	\$ 2,294,970	\$ 173,126	\$ 172,605	\$ (521)	\$ 1,142,702	\$ 1,359,789	\$ 217,087	\$ 935,181	41%	

VALLEY OF THE MOON WATER DISTRICT MONTHLY REVENUE AND EXPENSE COMPARISON PERIOD ENDING NOVEMBER 30, 2023											
58% of year remaining											
	Actual	Actual	Approved Budget	Approved Budget (Monthly)	Current Month Actual	Variance (Mo)	Budget (YTD)	Fiscal Year To Date Actual	Variance (YTD)	Budget Remaining	% Remaining
	21-22	22-23	23-24	NOVEMBER	NOVEMBER	NOVEMBER	07/23-06/24	07/23-06/24	07/23-06/24	23-24	23-24
	Forecasting Notes & Significant Changes for 2023-2024										
Services & Supplies											
Safety & Clothing Allowance	16,082	16,522	24,573	2,048	(550)	(2,598)	\$ 10,239	11,053	814	13,520	Budgeted items purchased early in the
COVID-19 Response	1,315	593	-	-	-	-	\$ -	-	-	-	55% fiscal year - portable radios
Vehicle Maintenance	14,749	18,608	9,150	763	3,889	3,126	\$ 3,813	10,590	6,777	(1,440)	Dump truck repair and other vehicle
Election Costs	-	25,854	-	-	-	-	\$ -	-	-	-	-16% maintenance
Employee Relations	3,850	3,956	4,570	381	697	316	\$ 1,904	1,860	(44)	2,710	59%
Legal Fees	78,483	114,012	84,000	7,000	12,000	5,000	\$ 35,000	61,810	26,810	22,190	26% Labor negotiations
SDC Expenses	-	-	30,000	2,500	150	(2,350)	\$ 12,500	6,668	(5,832)	23,332	78%
HR Expenses	-	-	10,000	833	-	(833)	\$ 4,167	-	(4,167)	10,000	100%
Engineering General Support	-	2,045	3,830	319	-	(319)	\$ 1,596	4,631	3,035	(801)	-21% Hydraulic modeling services
Advertising	945	732	4,000	333	-	(333)	\$ 1,667	200	(1,467)	3,800	95%
Outside Services	26,355	32,992	43,143	3,595	1,763	(1,832)	\$ 17,976	7,146	(10,830)	35,997	83%
Outside Services Backflow	15,992	23,374	53,821	4,485	-	(4,485)	\$ 22,426	-	(22,426)	53,821	100%
Annual Audit	7,956	-	20,651	1,721	-	(1,721)	\$ 8,605	-	(8,605)	20,651	100%
Bad Debts/Collections	12,032	26,950	16,000	1,333	(468)	(1,801)	\$ 6,667	4,229	(2,438)	11,771	74%
Building MTNC.	7,149	8,573	11,026	919	148	(771)	\$ 4,594	14,107	9,513	(3,081)	-28% AC unit replacement
Dues and Subscriptions	15,998	24,984	26,801	2,233	1,758	(475)	\$ 11,167	9,190	(1,977)	17,611	66%
Equipment MTNC./Repairs	18,666	23,795	30,856	2,571	2,625	54	\$ 12,857	14,101	1,244	16,755	54%
Fees (County/State)	53,760	63,441	71,248	5,937	1,781	(4,156)	\$ 29,686	12,991	(16,695)	58,257	82%
Fuel	31,084	33,775	34,739	2,895	2,562	(333)	\$ 14,475	16,127	1,652	18,612	54%
Bank Charges	8,937	11,297	16,003	1,334	1,463	129	\$ 6,668	9,212	2,544	6,791	42% WestAmerica increased fees
Liability Ins. (Incl. Losses)	54,033	70,079	87,664	7,305	7,697	392	\$ 36,527	34,879	(1,648)	52,785	60%
Postage	24,663	20,663	26,600	2,217	1,652	(565)	\$ 11,083	8,573	(2,510)	18,027	68%
Public Information	15,641	6,324	5,723	477	-	(477)	\$ 2,385	454	(1,931)	5,269	92%
Service Contracts	53,813	68,448	82,511	6,876	4,765	(2,111)	\$ 34,380	23,096	(11,284)	59,415	72%
Office Supplies	9,359	12,563	11,485	957	1,040	83	\$ 4,785	3,048	(1,737)	8,437	73%
Telephone-Internet	14,490	16,243	16,980	1,415	1,122	(293)	\$ 7,075	6,996	(79)	9,984	59%
Small Tools & Equipment	7,142	19,590	30,812	2,568	2,399	(169)	\$ 12,838	18,096	5,258	12,716	Budgeted items purchased early in the
Trash Disposal	7,964	6,133	6,357	530	538	8	\$ 2,649	2,734	85	3,623	41% fiscal year.
Utilities - PG&E	135,454	181,618	170,240	14,187	9,231	(4,956)	\$ 70,933	67,946	(2,987)	102,294	57%
Professional Services	116,666	124,312	123,211	10,268	511	(9,757)	\$ 51,338	14,122	(37,216)	109,089	60% High peak months early in the FY
Water Testing	31,742	46,360	48,076	4,006	176	(3,830)	\$ 20,032	12,477	(7,555)	35,599	89%
Water Main Maintenance	86,465	5,142	48,412	4,034	-	(4,034)	\$ 20,172	613	(19,559)	47,799	74%
Service Line Maintenance	5,941	6,190	10,959	913	52	(861)	\$ 4,566	539	(4,027)	10,420	99%
Hydrant Repairs	2,282	1,414	4,256	355	-	(355)	\$ 1,773	125	(1,649)	4,131	95%
Misc. System Maintenance	4,369	6,243	7,858	655	515	(140)	\$ 3,274	2,089	(1,185)	5,769	97%
Wells Maintenance	7,733	12,305	13,723	1,144	172	(972)	\$ 5,718	2,032	(3,686)	11,691	73%
Pump Maintenance	2,412	9,224	10,621	885	7,123	6,238	\$ 4,425	14,560	10,135	(3,939)	85%
Storage Tank Maintenance	16,026	8,930	8,512	709	-	(709)	\$ 3,547	8,811	5,264	(299)	-37% Pump & motor
Water Conservation Program	40,454	18,486	19,000	1,583	1,575	(8)	\$ 7,917	5,849	(2,068)	13,151	-4% Annual service on 8 water tanks
Interest Expense	18,905	(38)	0	0	-	-	\$ -	-	-	-	69%
Equipment Replacement	2,288	3,020	3,000	250	104	(146)	\$ 1,250	633	(617)	2,367	0%
Total Services & Supplies	971,195	1,074,752	1,230,411	102,534	66,490	(36,044)	512,671	411,587	(101,084)	818,824	79%
Total Expenses	4,857,937	4,970,250	6,031,661	524,304	471,617	(52,686)	2,691,127	2,705,483	14,356	3,326,178	67%
Revenues Less Expenses	1,823,009	1,597,301	1,911,924	75,628	178,254	102,626	1,256,985	1,135,289	(121,696)	776,636	41%
O&M Allocation to CIP	(1,998,898)	(2,494,894)	(682,323)	(56,860)	(56,860)	-	\$ (284,301)	(284,301)	-	(398,022)	58%
Transfer to/from Undesignated Reserves	\$ (175,889)	\$ (897,592)	\$ 1,229,601	\$ 18,768	\$ 121,394	\$	972,684	\$ 850,988	(121,696)	\$ 378,614	31%

VALLEY OF THE MOON WATER DISTRICT
REPORT OF INVESTMENTS AND RESERVES
For the Month Ended November 2023

Start of Fiscal Year

LAIF	\$	3,186,228
SCIP		623,332
Westamerica Bank Checking/Petty Cash		518,516
TVI		511,592
Total Beginning Cash	\$	<u>4,839,668</u>

Average Rate of
Interest

Year To Date

LAIF	\$	1,708,042	3.843%
SCIP		125,774	2.695%
TVI		2,021,603	5.140%
Westamerica Bank Checking/Petty Cash		847,191	
Total ending Cash	\$	<u>4,702,609</u>	

Outstanding Payments	\$	(325,861)
Adjusted Cash/Investment Balance		<u>4,376,748</u>
(1) Board Designated Reserves (Board Approved with 23/24 Budget)		
(a) Operations & Maintenance Reserve (3 Months Operations)		(1,509,932)
(b) Rate Stabilization Reserve		(642,828)
(c) Capital Improvement Program		(870,000)
Total Board Designated Reserves		<u>(3,022,760)</u>
Remaining Cash/Investment Balance	\$	1,353,988
Previous Capacity Fees Balance		(1,300,015)
(2) Year To Date Capacity Fees Collected FY 23/24		(88,240)
Capacity Fees to CIP FY 23/24		1,200,000
Total Capacity Fees Restricted Funds		<u>(188,255)</u>
(3) FY 2023-2024 Board Approved Capital Projects		(1,874,494)
Year to Date Capital Project Disbursements		548,778
Remaining Transfer of Current Year Revenues to Capital Project Fund		1,093,455
Rollover Projects FY21-22		(1,449,124)
Year to Date Rollover Projects Disbursements		972,183
YTD Capital Project Unexpended funds		<u>(709,203)</u>
Undesignated Reserves- funding for remaining 5-Year Capital Plan	\$	<u>456,531</u>
Pending Grant Expense Reimbursements	\$	869,786
Adjusted Undesignated Reserves	\$	<u>1,326,317</u>
Remaining 5-Year Capital Plan	\$	<u>9,766,631</u>

Project #	Project	Improvement Description	CIP Roll Over	Current CIP Budget	Total CIP Budget	Current Month - NOV	YTD Expenditures	Budget Remaining	% Remaining
			2022/23	2023/24	2023/24				
Facilities and Maintenance Projects									
CIP-3006	Install EV Plugs and Solar on Office/Shop	Solar on shop, office, and shade structure. Install EV plugs in yard and office parking for District EVs	127,979		127,979	-	97,979	30,000	23%
CIP-3013	Replace #32 & #33 with F250 or F350 utility body trucks	These two vehicles were purchased at the same time about 20 years ago and have higher mileage. Replacement is needed to maintain fleet reliability.	23,718	-	23,718	556	16,031	7,687	32%
CIP-3015	Caltrans Project on Hwy 12	Work done by Caltrans affecting District facilities.	50,000	-	50,000	-	-	50,000	100%
CIP-5107	County of Sonoma Paving Projects requiring adjustments and or relocation of District facilities	Work done by the County of Sonoma affecting District facilities on Cherry Avenue and Riverside Drive.	-	78,327	78,327	-	-	78,327	100%
CIP-6001	New Services	Customer pays 100%.	-	-	-	5,272	60,341		
CIP-6004	All Service Replacements	All service replacements combined.	-	38,076	38,076	2,150	38,918	(843)	-2%
CIP-8100	Valve Replacement Program	Valve replacement for system reliability and control.	-	31,484	31,484	-	3,859	27,625	88%
CIP-9300	Meter Replacement Program	Part "roll-over" moving to supported software and shifting from a physical server to cloud based. Remainder is to buy and install one new AMI collector for better system backhaul. The AMI meters will need to be replaced beginning year 7 to stay ahead of battery life expectancy	8,909	16,318	25,227	-	3,339	21,888	87%
CIP-3017	Installation of generator at Donald Booster	Using a generator purchased in previous fiscal year. Installation cost only.	6,623		6,623	-	3,855	2,768	42%
CIP-3047	Seismic Vulnerability Assessment (LHMP)	From LHMP. FY1: application for grant funding FY2: carry out assessment. 25% district match. Outsource grant management.	-	21,758	21,758	-	-	21,758	100%
CIP-3050	Lead Service Line Inventory	LCRR - Required by federal EPA.	-	195,818	195,818	24,141	28,814	167,004	85%
CIP-3051	Emergency Preparedness	Update parts and repair clamps in the emergency trailer. Provide MREs and emergency response PPE to ensure system reliability in the days following a major disaster.	-	32,636	32,636	-	-	32,636	100%
CIP-3045	Energy Consumption Evaluation	Engineering level energy evaluation. May result in additional CIP recommendations that will help reduce overall power consumption saving the District money and reducing greenhouse gas emissions.	-	32,636	32,636	-	-	32,636	100%
Total Facilities and Maintenance Projects			217,229	447,054	664,282	32,119	253,137	411,145	62%

Project #	Project	Improvement Description	CIP Roll Over	Current CIP Budget	Total CIP Budget	Current Month - NOV	YTD Expenditures	Budget Remaining	% Remaining
			2022/23	2023/24	2023/24				
Pipeline Projects									
CIP-2996	WMP: P-2. Glen Ellen Transmission and Fire Flow Improvement	Replace existing 6-inch and 8-inch steel and ACP water mains with new 10-inch and 12-inch PVC water mains, replace existing service connections, and replace existing fire hydrants. RFP sent 03/2020. Engineering 07/2020, Construction to begin Spring 2021.	164,916	-	164,916	61,043	367,121	(202,205)	-123%
CIP-3021	WMP: P-5A. Pressure Zone 3D Fire Flow Improvement	Replace existing 4-inch ACP, PVC, and DIP water mains with new 8-inch PVC throughout PZ-3D, replace eight existing service connections, and replace one existing fire hydrants. Model 1800 Conveyor included.	-	565,697	565,697	4,600	29,242	536,454	95%
CIP-3022	WMP: P-7. Altamira Middle School Fire Flow Improvement	Replace existing 6-inch and 8-inch PVC and ACP water mains with new 12-inch PVC water mains along Arnold Drive, replace existing 6-inch pipe with new 8 and 12-inch pipe adjacent to Altamira Middle School, replace 15 existing service connections, and replace three existing fire hydrants.	-	191,467	191,467	-	-	191,467	100%
Total Pipeline Projects			164,916	757,163	922,079	65,643	396,363	525,716	57%

Project #	Project	Improvement Description	CIP Roll Over	Current CIP Budget	Total CIP Budget	Current Month - NOV	YTD Expenditures	Budget Remaining	% Remaining
			2022/23	2023/24	2023/24				
Wells, Pumping, & Supply									
CIP-2987	Chestnut Exploratory Well	Develop a minimum 100gpm District owned Well.	197,920	501,656	699,576	281,807	526,872	172,705	25%
CIP-2989	Redrill Park	Drilled next to & operated with existing well. Develop a minimum 100gpm District owned Well.	869,059	-	869,059	3,091	285,938	583,121	67%
CIP-3026	VFDs on all well pumps	Install VFDs at AC and Donald	-	32,636	32,636	-	-	32,636	100%
CIP-3046	Pump Station Battery Wall	A battery wall would operate the remote site during power outages unless a large power demand occurs (i.e. water pumps are called by SCADA) in which case the existing generator would turn on and supply the needed power. This would reduce the number of fuel deliveries needed in an emergency , increasing the District's staff time to respond to the emergency in other ways (i.e. leak response/system inspections etc.)	-	54,394	54,394	-	-	54,394	100%
Total Wells			1,066,979	588,687	1,655,666	284,898	812,809	842,856	51%
Tanks									
CIP-3032	Tank Site Solar upgrade	Right size the solar equipment and use industry standard batteries and enclosures. Engineered by professional and installed by VOMWD staff.	-	81,591	81,591	7,032	58,651	22,939	28%
Total Tanks			-	81,591	81,591	7,032	58,651	22,939	28%
		Total	FY 22-23	FY 23-24	FY 23-24	Current Month - NOV	YTD Expenditures	Budget Remaining	% Remaining
		Total Water System Improvements:	\$ 1,449,124	\$ 1,874,494	\$ 3,323,618	\$ 389,692	\$ 1,520,961	\$ 1,802,658	54%
ASR Projects						Current Month - NOV	Net Project Expenditures		
CIP-3038	Park Well ASR	Grant Funded Projects	-	-	-	(207,215)	524,009	-	
CIP-3039	Verano Well ASR	Grant Funded Projects	-	-	-	314,729	345,777	-	
Total ASR Projects			-	-	-	107,514	869,786	-	-

**MONTHLY REVENUE AND EXPENSE COMPARISON
PERIOD ENDING NOVEMBER 30, 2023**

Current Month Actual

Project To Date Actual

PARK WELL ASR - CIP 3038

Nov-23

Jun 2022 - Nov 2023

Notes

Revenues

Grant Revenue

208,176

246,673

Total Revenue

208,176

246,673

Expenses

Salaries:

O&M - Operating Wages

617

3,218

Administration

344

2,476

Total Salaries

961

5,694

Services & Supplies

Services & Supplies

-

764,988

Total Services & Supplies

-

764,988

Total Expenses

961

770,682

Revenues Less Expenses

207,215

(524,009)

**MONTHLY REVENUE AND EXPENSE COMPARISON
PERIOD ENDING NOVEMBER 30, 2023**

Current Month Actual

Project To Date Actual

VERANO WELL ASR - CIP 3039

Nov-23

Jun 2022 - Nov 2023

Notes

Revenues

Grant Revenue

3,958

46,700

Total Revenue

3,958

46,700

Expenses

Salaries:

O&M - Operating Wages

-

308

Administration

275

3,871

Total Salaries

275

4,179

Services & Supplies

Services & Supplies

318,413

388,298

Total Services & Supplies

318,413

388,298

Total Expenses

318,688

392,477

Revenues Less Expenses

(314,729)

(345,777)

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Amanda Hudson, Administration Manager

SUBJECT: Administrative Report

Delinquent Payments & Shut off for Non-pay

- Currently, there are eight (8) customers on deferred payment plans as of December 29, 2023. This is one (1) fewer deferred payment plans than reported last month.
- There were 16 shut-offs for non-payment in the month of December; this is one (1) less than last month.
- For the calendar year of 2023, the District had 188 disconnections due to nonpayment. This is down from 203 disconnections due to nonpayment in 2022.
- As mentioned at the December meeting, the State Water Board approved an Extended Arrearage Program. We have very few customers who will qualify for this since our shut off for non-pay policy was reinstated in 2022. We applied for \$4,445.53 in extended arrearage funds on December 11, 2023.

FEMA

Saddle Tank project \$659,422 / Admin time toward FEMA projects \$16,892

- All information requested by CalOES for the Saddle Tank project has been submitted.
- Our CalOES Closeout Specialist believes our package has moved on from CalOES to FEMA
- Once a project is sent to FEMA, it can take over a year for FEMA to close it out
- I will be moving to quarterly check-ins with our CalOES Closeout Specialist

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

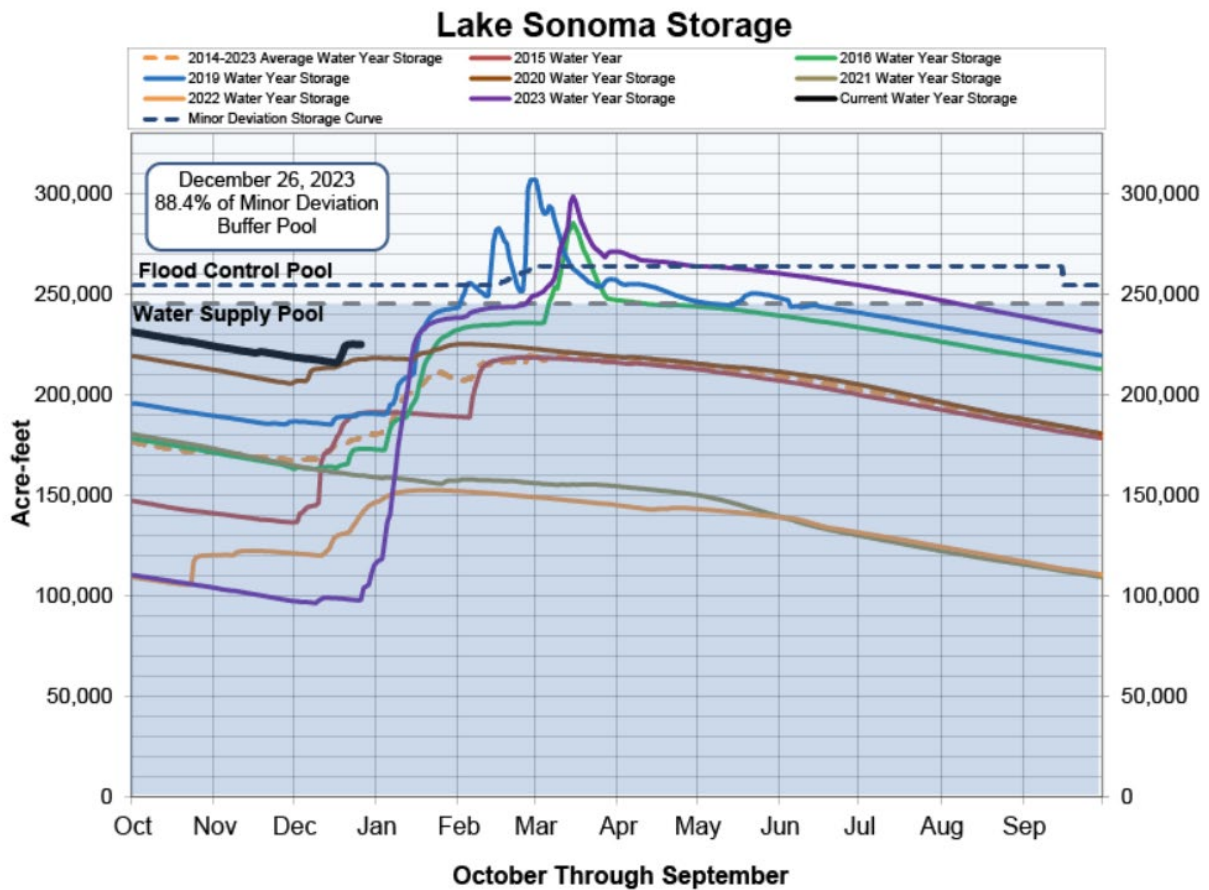
FROM: Brian Larson, Water System Manager

SUBJECT: Water Supply & Water Source Update

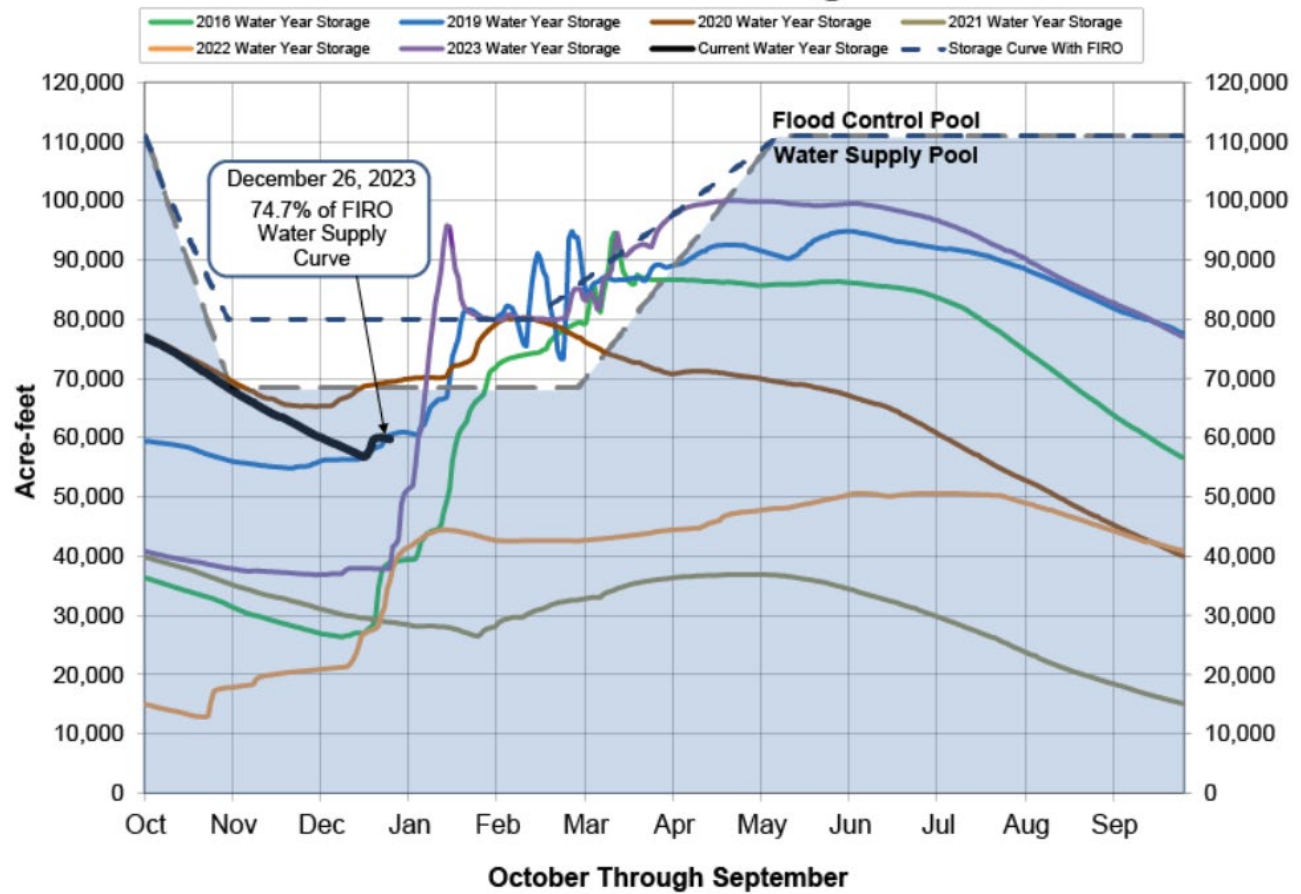
Water source report:

The wells were turned back on in November and produced over 16% of the District's overall demand for the month of November.

Lake Sonoma was 88.4% of the minor deviation buffer pool, and Lake Mendocino was 74.7% (FIRO) of the Target Curve as of December 26, 2023.

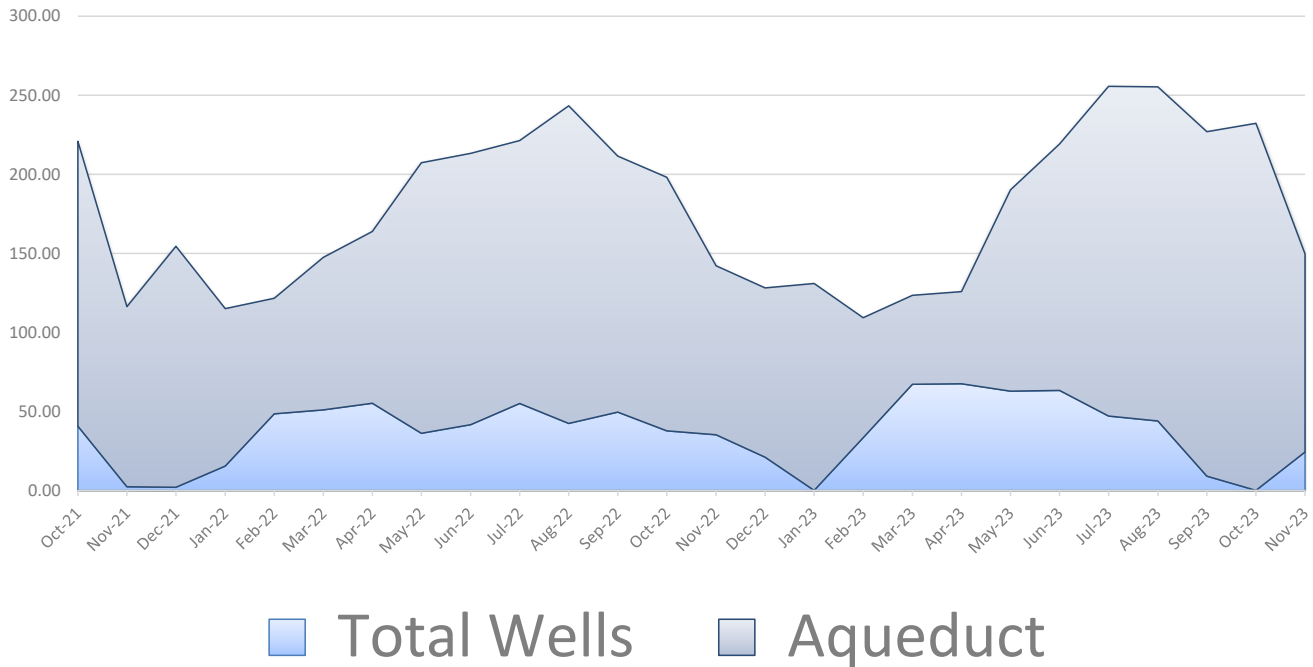


Lake Mendocino Storage



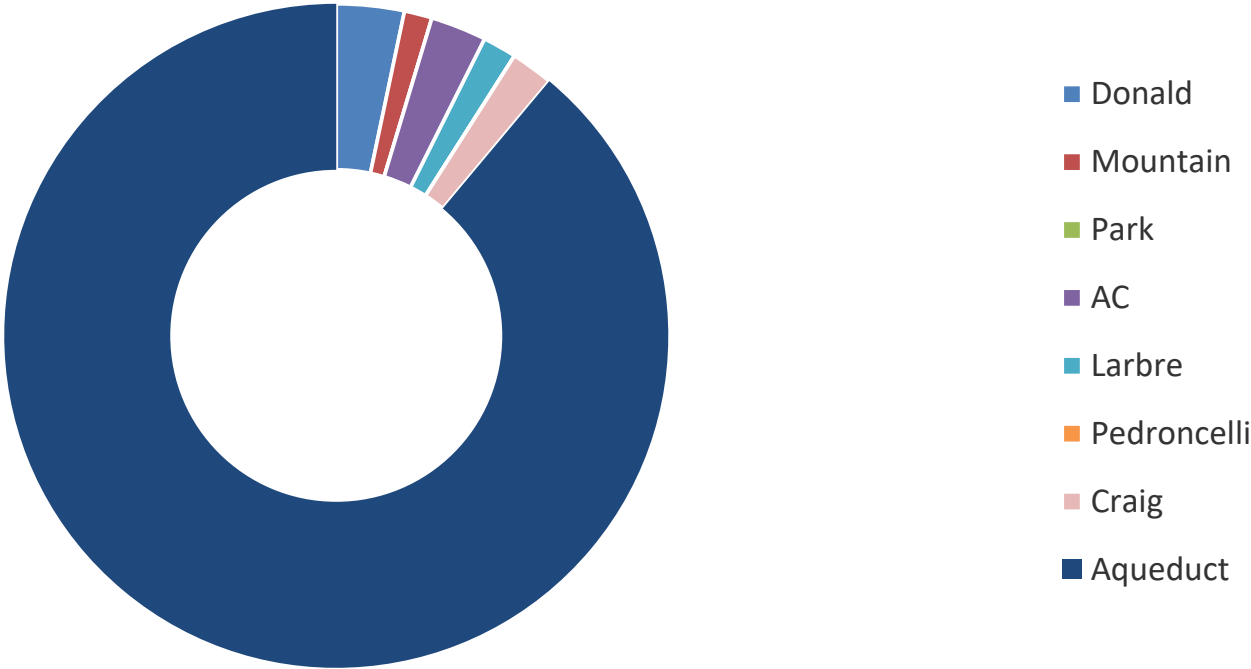
Water Supply Sources - Valley of the Moon Water District

Acre Feet Per Month



Month	Donald	Mt Ave	Park Ave	Agua Cal	Larbre	Pedroncelli	Craig	Aqueduct	Total Wells	Wells %	Total AF Produced	Total AF Deliveries
Oct-21	10.39	4.14	5.77	11.50	8.89			180.17	40.69	18.42%	220.86	235.86
Nov-21	2.23	0.00	0.02	0.00	0.00			114.03	2.25	1.94%	116.28	157.57
Dec-21	1.90	0.00	0.00	0.00	0.00			152.50	1.90	1.23%	154.39	122.23
Jan-22	4.34	2.51	0.06	4.97	3.42			99.69	15.29	13.30%	114.99	110.00
Feb-22	12.27	7.24	4.02	12.19	12.67			73.20	48.39	39.80%	121.59	105.55
Mar-22	12.16	6.86	9.48	8.53	13.89			96.54	50.92	34.53%	147.46	127.09
Apr-22	15.24	3.06	7.71	13.90	15.29			108.54	55.20	33.71%	163.74	162.19
May-22	11.97	1.24	0.00	10.21	12.67			171.28	36.09	17.40%	207.37	147.34
Jun-22	12.00	4.39	0.00	11.73	13.39			171.77	41.51	19.46%	213.28	194.74
Jul-22	14.57	7.90	2.26	13.95	16.32			166.28	55.00	24.85%	221.27	192.42
Aug-22	11.21	5.67	4.65	9.94	10.87			200.95	42.33	17.40%	243.28	228.25
Sep-22	13.74	2.48	6.06	13.31	13.93			162.02	49.51	23.41%	211.53	203.41
Oct-22	10.71	0.00	4.78	9.88	4.77	0.02	7.58	160.39	37.73	19.04%	198.12	215.41
Nov-22	9.72	0.00	3.97	8.53	9.44	0.00	3.51	107.02	35.16	24.73%	142.19	149.59
Dec-22	5.89	0.00	2.47	5.77	5.56	0.00	1.37	107.10	21.05	16.43%	128.15	148.32
Jan-23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.94	0.00	0.00%	130.94	114.47
Feb-23	8.75	3.14	1.36	7.33	7.48	0.00	5.22	76.00	33.28	30.45%	109.28	101.69
Mar-23	14.89	8.92	6.51	9.68	15.46	0.00	11.64	56.32	67.10	54.37%	123.41	107.96
Apr-23	13.76	7.43	5.10	13.73	13.34	0.00	14.15	58.18	67.52	53.72%	125.69	108.20
May-23	13.87	7.11	0.00	13.64	14.22	0.00	13.97	127.30	62.82	33.04%	190.11	120.92
Jun-23	17.14	1.06	0.00	15.53	15.34	0.00	14.24	155.84	63.31	28.89%	219.15	179.91
Jul-23	13.62	3.25	0.00	12.33	10.66	0.00	7.14	208.67	47.00	18.38%	255.66	183.25
Aug-23	13.33	7.69	0.00	9.59	4.31	0.00	8.99	211.39	43.91	17.20%	255.31	244.45
Sep-23	2.92	1.72	0.00	2.36	0.00	0.00	2.02	217.91	9.02	3.98%	226.94	218.98
Oct-23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	232.29	0.00	0.00%	232.29	245.00
Nov-23	7.06	2.54	0.00	6.21	3.43	0.00	4.98	125.39	24.22	16.19%	149.61	170.32
FY to date (Acre Feet)	36.93	15.19	-	30.49	18.39	-	23.14	995.65	124.15	11.09%	1,119.81	1,062.00

Water Production



Actual	Wells											Aqueduct
Month	Donald	Mountain	Park	AC	Larbre	Pedroncelli	Craig	Total	Aqueduct	Total	Wells %	flow rate*
Jul-23	13.62	3.25	0.00	12.33	10.66	0.00	7.14	47	208.67	256	18%	2.19
Aug-23	13.33	7.69	0.00	9.59	4.31	0.00	8.99	44	211.39	255	17%	2.22
Sep-23	2.92	1.72	0.00	2.36	0.00	0.00	2.02	9	217.91	227	4%	2.37
Oct-23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	232.29	232	0%	2.44
Nov-23	7.06	2.54	0.00	6.21	3.43	0.00	4.98	24	125.39	150	16%	1.36
Dec-23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0		0	0%	0.00
Jan-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0		0	0%	0.00
Feb-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0		0	0%	0.00
Mar-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0		0	0%	0.00
Apr-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0		0	0%	0.00
May-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0		0	0%	0.00
Jun-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0		0	0%	0.00
Sub-Total	37	15	0	30	18	0	23	124	996	1,120	11%	
* Average daily rate of flow during the month (in millions of gallons per day)												
Annual Target	104	65	28	119	94	0	55	465	1,739	2,204	21%	
% of Target	35%	24%	0%	26%	19%		42%	27%	57%	51%		

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Brian Larson, Water System Manager

SUBJECT: Operations Update

CIP Project Update:

- **CIP 2996: P-2 Glen Ellen Transmission and Fire Flow Improvement:**
The final paving was completed on 12/21/2023 and the crew will now do one last walk-through to make sure everything is cleaned up and complete.
- **CIP 3050 Lead Service Line Inventory:**
We plan to continue gathering data in the field whenever there is downtime from the mainline installation projects, new service lines, regular planned maintenance, and leak response. We have completed about 30% of the service lines inventory.
- **CIP 3021: Pressure Zone 3D Fire Flow Improvement Chestnut:**
We started the project while the weather was good. We are making good progress with about 376' in the ground, we'll continue with more installation once the weather clears. We are still on track to complete by the end of the fiscal year.
- **CIP 3045: Energy Consumption Evaluation**
San Timoteo Energy Associates has been awarded this project. They are currently gathering information on our energy consumption throughout our distribution system. The information they gather will help them construct a plan that will help conserve energy through the system.
- **CIP 3022: Altimira Fire Flow**
EKI has been awarded this project. They are currently designing Arnold Dr fire flow with 4000+/- feet of 12" PVC. This project will be ready for construction in July of 2024.
- **Project 3006: Solar – Office/Shop**
The District received word that PG&E has completed the transformer design and has submitted a "Joint Pole Intent" to telecommunications. If there are no comments within 45 days (starting 12/8/23), PG&E will schedule construction. Once complete, the District will be able to fire up the other two-thirds of the solar installation and begin generating the maximum power.

The table below shows a subjective percentage completed for each of the CIP projects based on an estimate of the time requirement remaining. The percentage will not match the one shown on the CIP budget update, because that number accounts only for the budget remaining.

Project Number and Description	Percent Complete
Project: Equipment purchases (Various Accounts)	30%
Project 2987: Chestnut Exploratory Well	100%
Project 2989: Park Well Drilling	100%
Project 2996-P-2: Glen Ellen Transmission and Fire Flow Improvement	98%
Project 3006: Solar – Office/Shop	100%
Project 3013: Replacement of vehicles #32 and #33	100%
Project 3021: Pressure Zone 3D Fire Flow Improvement Chestnut	25%
Project 3022: Altimira School Fire Flow Engineering	20%
Project 3026: VFD's at Donald and AC Wells	0%
Project TBD: Pump Station Battery Bank	20%
Project 5107: County Paving	95%
Project 9300: AMI Collector	5%
Project 3050: Lead Service Inventory	25%
Project TBD: Emergency Preparedness	2%
Project TBD: Energy Consumption Evaluation	30%
Project TBD: Seismic Vulnerability	0%
Project 3032: Tank Site Solar Upgrade (2023)	45%
Average Percent Complete	47%

Date: January 4th, 2024

Item: 6.A

M E M O R A N D U M

TO: Valley of the Moon Water District Board of Directors

FROM: SDC Ad Hoc Subcommittee, Directors Yudin-Cowan and Bryant

SUBJECT: Sonoma Developmental Center (SDC) Ad Hoc Subcommittee Update

Background:

There are no updates to report from December to date.

Date: January 4, 2024
Item: 6.B

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Jon Foreman, Board President

SUBJECT: Appointment of Board Representatives

Background:

Per the District's Board Policies and Procedures Manual, it is the responsibility of the President of the Board to appoint Board members to committees. Each Board member has been contacted individually about placement preference. The below tables reflect the Board President's best effort to appoint members to their preferred area of service. Please also note that ACWA-Region 1 & ACWA/JPIA has been removed as an organization requiring a Board representative, due to lack of interest and/or time required to serve. This will not preclude an interested member of the Board from participating in ACWA or JPIA activities.

Board Representative and Committee Assignments for Calendar Year 2024:

Organization	Board Representative	First Alternate
Groundwater Sustainability Agency	Director Rogers	Director Bryant
Water Advisory Committee	Director Foreman	Director Caniglia
City of Sonoma Liaison	Director Rogers	Director Foreman

Committee	Committee Member	Committee Member
Budget/Finance Subcommittee	Director Caniglia	Director Rogers
SDC Specific Plan Subcommittee	Director Bryant	Director Yudin-Cowan

Date: January 4th, 2024
Item: 7.A

M E M O R A N D U M

TO: Valley of the Moon Water District Board of Directors

FROM: Leah Castella, District Counsel

SUBJECT: Legal Services Cost Update

District Counsel Castella will provide a verbal update.

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Pedroncelli Well Update

Background:

At the November Board meeting, the Board was notified of an issue with cascading water inside the Pedroncelli Well that is causing air to be entrained into the water before it is extracted. This entrained air is pumped out along with the water. If it were to be used in the distribution system, the water would appear milky, make customer fixtures sputter, and cause toilets to malfunction.

As the least expensive potential solution, the idea of installing a series of baffles in the well to stop the water from freefalling was discussed, and it was decided that it should be explored further. The District purchased enough materials to create a small-scale model of the baffle device for testing. EKI determined that flow is sufficient through the baffles to allow the well to operate at full capacity. Due to the District's limited ability to exactly recreate field conditions for the test, limited information was gathered. We were able to determine that the device does not cause air entrainment if submerged, there is limited flow degradation in the well through the device, and we could extrapolate costs to build the device (about \$9,000 in materials).

Since the November Board meeting, there has been testing to determine the optimal baffle spacing and it was discovered that there may not be a spacing close enough to stop air entrainment. It is important to note that the entrainment must be stopped, not just slowed or reduced, because the velocity inside the small diameter well casing is so high, that the downward speed of the water on its way to the pump is greater than the upward speed of the air bubbles that are trying to escape. As a result, other design options and/or modifications are being considered. The most promising of these will be tested before a potential solution is tried in the well.

If none of the ideas to stop entrainment seem feasible, none will be pursued beyond the small-scale testing phase. In such case, the District will need to evaluate other options including, significant capital investment in a tank and booster system to allow the entrained air to escape before use in the system, operating the well only seasonally, designating it as an emergency standby well, or walking away from it altogether.

Date: January 4th, 2024
Item: 8.A

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Adoption of the Valley of the Moon Water District Annual AB 1600 Report

Background:

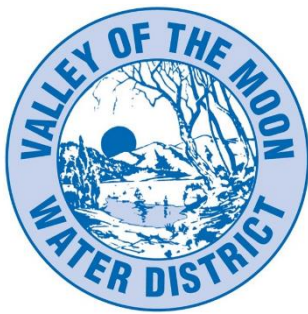
Under the requirements of Assembly Bill (AB) 1600, the District must track the capacity fees that it collects and report how they are used each year. Legal Counsel has reviewed the attached report, and it meets the reporting requirements under AB 1600. At this time, staff is seeking Board approval of the report and direction to post it on the website. If approved, the report will be posted to the District's website for a minimum of five years as required.

Recommendation:

By rollcall vote, adopt the attached fiscal year 2022-2023 Annual AB 1600 Report and direct staff to post it to the District's website for a minimum of five years.

Attached:

Valley of the Moon Water District Fiscal Year 2022-2023 Annual AB 1600 Report



Valley of the Moon Water District

Annual AB 1600 Report

Capacity Fee Description:

A Capacity Fee is a one-time fee that is charged for new, additional or expanded connections to the District's distribution system. Water Capacity Fees are charged to fund public facilities that provide capacity to new development. Capacity Fees help cover the costs associated with providing additional facility capacity to new and existing users requiring additional capacity. Capacity Fees pay for increasing pipeline size and pumping capacity, developing new sources of water such as wells, and increasing storage capacity such as tanks and reservoirs. At the conclusion of each fiscal year, each Capital Improvement Plan ("CIP") project that is eligible to be funded with Capacity fee revenues receives a single interfund transfer from the Capacity Fee fund. The amount of the transfer is shown in the table below. No interfund loans were made from the District's Capacity Fee fund.

Table 1, Water Capacity Charges Collected and Expended in Fiscal Year (FY) 2022-2023:

FY 2022-2023				
Beginning Balance	\$ (783,429.02)			
Capacity Fees Collected	628,224.00			
Interest Earned	35.35			
Total Funds Available	(155,169.67)			
		Total Cost of Project with Capacity Fee Funding	Percent funded by capacity charges	Project Completed FY22/23
Projects Funded:				
CIP Project-2983	(5,426.40)	5,426.40	100%	Yes
CIP Project-2987	(32,998.24)	32,998.24	100%	No
CIP Project-2989	(196,128.35)	196,128.35	100%	No
CIP Project-2993 P-1	(5,208.14)	20,119.50	26%	Yes
CIP Project-2996 P-2	(238,009.84)	461,126.99	52%	No
CIP Project-3021	(44,316.98)	59,089.30	75%	No
Total Projects Funded by Capacity Fees	(522,087.95)			
Ending Balance	\$(677,257.62)			

FY 2022-2023 Project Descriptions:

<u>CIP Project – 2983:</u>	Development of two new wells on along Arnold Drive
<u>CIP Project – 2987:</u>	Chestnut Exploratory Well
<u>CIP Project – 2989:</u>	Redrill and expand the capacity of Park Avenue Well
<u>CIP Project – 2993 P-1:</u>	Steel pipe replacement and upsizing
<u>CIP Project – 2996 P-2:</u>	Glen Ellen Transmission and Fire Flow Improvement
<u>CIP Project – 3021:</u>	Pressure Zone 3D Fire Flow Improvement

The District intends to fund the following projects in FY 2023-2024 using capacity fees in part:

<u>CIP Project – 2987:</u>	Chestnut Exploratory Well
<u>CIP Project – 2989:</u>	Redrill and expand the capacity of Park Avenue Well
<u>CIP Project – 2996 P-2:</u>	Glen Ellen Transmission and Fire Flow Improvement
<u>CIP Project – 3021:</u>	Pressure Zone 3D Fire Flow Improvement
<u>CIP Project – 3022:</u>	Altamira Middle School Fire Flow Improvement