

BOARD OF DIRECTORS  
Regular Meeting Agenda  
June 3<sup>rd</sup>, 2025, 6:30 p.m.  
Board Room  
19039 Bay Street, El Verano  
(707) 996-1037

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

## PUBLIC NOTICE

Members of the public may participate in this open, public hybrid in-person/remote meeting Via Zoom or telephone. Join the Zoom meeting here:

<https://us02web.zoom.us/j/2135226170?pwd=R1Ira2FZWVWNmdrVk16ZTFwelfsUT09>

Meeting ID: 213 522 6170

Password: VOMWD

Dial in: +1 669 900 6833 US

Find your local number: <https://us02web.zoom.us/j/2135226170?pwd=R1Ira2FZWVWNmdrVk16ZTFwelfsUT09>

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

Item 1.A Moment of Silence in Honor of Stephen Rogers

### 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 May 6<sup>th</sup>, 2025, 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 April 2025 in the amount of \$498,794.88

Item 5.B Administrative Report

Item 5.C Water Source Report

Item 5.D Operational Updates

#### 6. DIRECTORS' & COMMITTEE REPORTS

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

Item 7.A June 2<sup>nd</sup>, 2025, Technical Advisory Committee (TAC) Meeting Update

Item 7.B Sonoma Developmental Center (SDC) Update

Item 7.C Diablo Water District Tour Update

#### 8. DISCUSSION AND ACTION (GENERAL BUSINESS)

Item 8.A Presentation on Fiscal Year 2025-2026 Budget and Consideration of Budget Adoption by Resolutions No. 250601 and No. 250602.

Item 8.B Consider Authorizing the Continuation of the District's Emergency Status Declared Under Resolution No. 250201 Related to the Main Break and Emergency Main Replacement on Orange Avenue

Item 8.C Amendment of Executive Employment Agreement with General Manager, Matt Fullner

Item 8.D Resolutions No. 250603 Thanking Stephen Rogers for His Service to the District and Number 250604 Declaring a Vacancy on the Board of Directors.

#### 9. CLOSED SESSION

Item 9.A Conference with Legal Counsel – Anticipated Litigation  
Pursuant to Government Code Section 54956.9(d)(4) One potential case.

#### 10. REQUEST FOR FUTURE AGENDA ITEMS

#### 11. ADJOURNMENT

The next scheduled Board meeting is a regular meeting at 6:30 p.m. on July 1<sup>st</sup>, 2025. Posted this 30<sup>th</sup> day of May, online and in three public places.

*Amanda Hudson*

Amanda Hudson, Board Secretary

VALLEY OF THE MOON WATER DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
May 6, 2025

A Regular Meeting of the Board of Directors of the Valley of the Moon Water District was held on May 6, 2025. **Members of the public were provided the opportunity to participate in this open, public meeting in person.**

<b>1. CALL TO ORDER - PLEDGE OF ALLEGIANCE - ROLL CALL</b>
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**President Bryant** called the meeting to order at 6:30 P.M. PST.

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

Directors:	Gary Bryant Steve Caniglia Jon Foreman Colleen Yudin-Cowan
District Personnel:	Clayton Church, Water System Manager Matthew Fullner, General Manager Amanda Hudson, Administration Manager Oscar Madrigal, Finance Manager
District Counsel:	Max Blum
Public:	See sign-in sheet

<b>2. PUBLIC COMMENTS</b>
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None

<b>3. CONSENT CALENDAR</b>
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**Item 3.A Minutes of the April 1st, 2025, Board of Directors Regular Meeting**

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

The motion passed unanimously by voice vote.

May 6, 2025 - Draft Minutes until signed  
by Board President & Secretary

**4. PUBLIC PRESENTATION, HEARING OR WORKSHOP**

**Item 4.A Public Hearing Regarding AB 2561 Vacancy Reporting Requirements**

The public hearing was opened for public comment. There was none.

President Bryant took Item 8.A out of order.

**8. DISCUSSION AND ACTION (GENERAL BUSINESS)**

**Item 8.A Consider Adoption of Resolution No. 250501 Recognizing the Exceptional Efforts of District Employee, Nicholas Furchner-Evanson**

**Director Foreman** made a motion, seconded by **Director Caniglia**, to approve Resolution No. 250501 recognizing the exceptional efforts of Nicholas Furchner-Evanson, and authorize the presentation of the Board's Award of Merit.

A roll call vote was taken:

Director Bryant	Aye
Director Caniglia	Aye
Director Foreman	Aye
Director Rogers	Absent
Director Yudin-Cowan	Aye

Ayes 4      Noes 0      Absent 1      Abstain 0

**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 March 2025 in the amount of \$573,834.18

**Director Foreman** asked if the PG&E bills were separate or not. **Administration Manager Hudson** said Saddle Tank is on one bill and all other accounts are on one bill with PG&E.

**Director Foreman** asked what the \$550 rebate on the disbursements is. **General Manager Fullner** said this is the cash for grass rebate, and \$550 is the maximum rebate allowed per application.

**Director Yudin-Cowan** made a motion, seconded by **Director Caniglia**, to receive and approve by roll call vote, the monthly financial reports & disbursements for the month of March 2025 in the amount of \$573,834.18.

A roll call vote was taken:

Director Bryant	Aye
Director Caniglia	Aye
Director Foreman	Aye
Director Rogers	Absent
Director Yudin-Cowan	Aye

Ayes 4      Noes 0      Absent 1      Abstain 0

### Item 5.B Administrative Report

**President Bryant** asked if the reason there was such a delay in response from FEMA was because the District was asking for more than the obligated amount. **Administration Manager Hudson** said that isn't necessarily why. Contacting someone and Congressman Thompson's office seemed to be what got the District's specific project number evaluated at this time.

**Director Forman** asked if this means we are starting all over again. **Administration Manager Hudson** said no, the District's contract from CalOES confirmed that we are not submitting everything new. We are submitting specific items for the Improved Project request.

### Item 5.C Water Source Report

### Item 5.D Operational Updates

## 6. DIRECTORS' COMMITTEE REPORTS

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

### Item 7.A April 7<sup>th</sup> Special Water Advisory Committee (WAC) and Technical Advisory Committee (TAC) Meeting Update and May 5<sup>th</sup> WAC/TAC Meeting Update

**General Manager Fullner** provided the following update from the May 5<sup>th</sup> WAC/TAC Meeting:

- Jennifer Burke and General Manager Fullner were reinstated as chair and vice-chair
- Lakes are doing great, as previously mentioned in the Water Source Report. FIRO is operating wisely here and is translating to other places across the country.
- Sonoma Marin Saving Water Partnership reduced 29% in March over 2013; VOMWD reduced 35% in March over 2013. YTD reduced 22% across the entire partnership, and VOMWD reduced 24% as compared to 2013.
- Current messaging for the Partnership is all around irrigation timers.
- **Director Foreman** said that there is an Eco-Friendly Garden tour this upcoming weekend. More information and registration can be found at the Partnership website.
- A new biological opinion has been issued to the Army Corps and Sonoma Water for

operating the Russian River and minimum flows in Dry Creek and the main stem of the Russian River.

**Item 7.B May 1<sup>st</sup> Sonoma Valley Groundwater Sustainability Agency (SVGSA) Community Meeting Update**

**General Manager Fullner** said the GSA put on a very transparent presentation. It came across that they were there to listen and data-driven. The desire is for community representation; symbiosis was evident. There was a question posed to the audience asking if they had heard about the declining groundwater in our basin for the first time when receiving the notice for that specific meeting, and about half of the audience raised their hand. There was also a community member who mentioned that conservation for typical users isn't effective. We have data that shows between metering and conservation efforts, there have been periods when comparing current use to 2013, we are saving 40%.

**Item 7.C Sonoma Developmental Center (SDC) Update**

<b>8. DISCUSSION AND ACTION (GENERAL BUSINESS)</b>
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**Item 8.B Consider Termination of the District's Emergency Status Declared Under Resolution No. 250301 Related to the Flooding and Related Repair Work at the District's Main Office**

**Director Foreman** made a motion, seconded by **Director Caniglia**, to terminate the emergency declared under Resolution No. 250301.

A roll call vote was taken:

Director Bryant	Aye
Director Caniglia	Aye
Director Foreman	Aye
Director Rogers	Absent
Director Yudin-Cowan	Aye

Ayes 4      Noes 0      Absent 1      Abstain 0

**Item 8.C Consider Authorizing the Continuation of the District's Emergency Status Declared Under Resolution No. 250201 Related to the Main Break and Emergency Main Replacement on Orange Avenue**

**Director Foreman** made a motion, seconded by **Director Yudin-Cowan**, to affirm that the emergency declared under Resolution No. 250201 still exists and that the need to expend emergency funds to finalize the replacement of the defective water main continues.

A roll call vote was taken:

Director Bryant	Aye
Director Caniglia	Aye
Director Foreman	Aye
Director Rogers	Absent
Director Yudin-Cowan	Aye

Ayes 4      Noes 0      Absent 1      Abstain 0

**President Bryant** moved to closed session at 7:13 P.M.

<b>9.      CLOSED SESSION</b>
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**Item 9.A Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b): General Manager Annual Evaluation.**

**President Bryant** moved to open session at 7:24 P.M. He reported out, directing the General Manager to bring his employment contract to the next Board meeting.

<b>10.      REQUEST FOR FUTURE AGENDA ITEMS</b>
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None

<b>11.      ADJOURNMENT</b>
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**President Bryant** adjourned the meeting at 7:24 P.M. PST.

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Amanda Hudson, Board Secretary

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Gary Bryant, Board President



# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Oscar Madrigal, Finance Manager

SUBJECT: Monthly Financial Reports & Disbursements for April 2025

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## Revenue

- April's operating revenue was \$556,731, which was over budget by \$9,782 when periodized and under budget by \$146,335 when using a straight-line average. April's operating revenue was \$59,559 higher than the same period last fiscal year.
- Water deliveries are slightly trending upward and have aligned with recovery projections over the last few months.
- Through April, revenue is over projected figures by \$329,950.

## Salaries

- Salaries were under budget by 9% (\$96,096) through April. Salaries are periodized, taking into account employees' step increases and other earnings paid at specific times throughout the year. Grant-funded project reimbursements cover a portion of wages, which contributes to the savings. Other saving factors include keeping overtime to a minimum, and some employees not advancing on their step increases as planned.

## Purchased Water

- Purchased water for April was under budget by \$23,858 when periodized.
- Purchased water through April is \$249,902, over budget.
- Water production increased in April. Well water production and agency-purchased water both increased, but well production had a higher increase. The higher well production has helped the over-budget amount decrease in the last couple of months.

## Transfer to/from Reserves

- The annual O&M allocation to CIP is \$2,069,401. Year-to-date, the District has transferred \$1,724,501 to the 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 \$209,804 at the end of the fiscal year. The surplus will help fund the capital plan for the next fiscal year.

## CIP

- YTD expenditures for CIP as of April 30, 2025, are \$1,228,717. This includes \$46,969 in expenditures for rollover CIP projects from FY 2023/24.

#### Report of Investment

- The Undesignated Reserves are positive at \$650,088, which includes a cash outflow from grant-funded CIP projects.
- The Undesignated Reserves are positive at \$1,061,588 when adjusted for pending grant reimbursements.

#### Expenses

- Expenses without purchased water were under budget by 13%. Some expense accounts are over budget due to unforeseen expenses and the early purchase of budgeted items during the fiscal year. Total expenses are 1% over budget.

#### Audit Update

- VOMWD Financing Corporation's tax return for FY 2023-2024 was filed in April.
- We are working on completing all FY 2021-2022 requests and anticipate having the audit report draft for review in June.
- The District continues to thoroughly assess all components of the financial closing and reporting processes to ensure accuracy and establish robust internal controls where deficiencies are identified.

#### **Recommendation:**

Receive and approve, by roll call vote, the monthly financial reports and disbursements in the amount of \$498,794.88 for the month of April.

#### **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

April 2025

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
41875	PACE SUPPLY CORP.	TEMELEC TANK RECOAT & ORANGE AVE MAIN REPAIR - PARTS AND MATERIALS; INVENTORY SUPPLIES	55,433.91
41876	PLATT ELECTRIC SUPPLY	LARBRE WELL(ADD SCADA) & ORANGE AVE MAIN REPAIR - PARTS AND MATERIALS	377.56
41877	ACWA/JPIA	GROUP INSURANCES (MAY)	2,933.43
41878	AUTOMATIONDIRECT.COM, INC.	WELLS - PRESSURE TRANSDUCERS	429.98
41879	CAL-WEST RENTALS INC.	DUMP TRUCK RENTAL & SKID STEER SWEEPER	2,114.20
41880	CD & POWER	DIAGNOSE RPM LOSS	725.54
41881	CERVANTES LANDSCAPE, LLC	LANDSCAPING SERVICES (MAR)	250.00
41882	CHECKRITE BACKFLOW SVC.	INV#777- NEW SERVICE BF - 19369 ORANGE AVE	120.00
41883	CINTAS	AED LEASE AGREEMENT	230.59
41884	COMPLETE WELDERS SUPPLY	VERANO WELL ASR - PARTS AND MATERIALS	26.74
41885	CORE UTILITIES, INC.	CONSULTING SERVICES (MAR)	2,160.00
41886	EKI ENVIRONMENT & WATER	PROJ C20169.00 WELL NO. 11 , PARK & VERANO WELL ASR	20,648.25
41887	FRIEDMAN'S HOME IMPROVEMENT	LARBRE WELL (ADD SCADA); TEMELEC TANK RECOAT; ORANGE AVE MAIN REPAIR; BLDG MTNC - PARTS AND MATERIALS	1,094.32
41888	FRYE'S PRINTING, INC.	DORR HANGER - YELLOW	196.26
41889	INFOSEND, INC	MARCH SERVICES : BILL PROCESSING & POSTAGE	2,641.04
41890	JD STRAND TRUCKING, INC.	HAULING SERVICES	5,420.00
41891	NICK BARBIERI TRUCKING, LLC	FUEL	3,069.58
41892	O'REILLY AUTO PARTS	TEMELEC 1M TANK RECOATING - PARTS AND MATERIALS; VEHICLE MTNC - PARTS AND MATERIALS	113.68
41893	PARSONS LUMBER & HARDWARE	PARK WELL ASR & CRAIG WELL- PARTS AND MATERIALS; GENERAL - PARTS AND MATERIALS	392.91
41894	PACIFIC GAS & ELECTRIC CO	UTILITIES (MAR)	22,441.82
41895	PACIFIC GAS & ELECTRIC CO	UTILITIES - SADDLE ROAD (MAR)	13.28
41896	ANGELA POSADA	REIMBURSEMENT FOR WATERSMART TRAINING	89.07
41897	SUZANNE LARBRE	WATER PURCHASES : LARBRE WELL (MAR)	1,414.84
41898	RECOLOGY SONOMA MARIN	TRASH DISPOSAL (MAR)	554.35
41899	REPUBLIC SERVICES OF SONOMA CO	YARD WASTE/COMPOST DISPOSAL	26.88
41900	RESTORATION MANAGEMENT COMPANY	WATER DAMAGE RESTORATION	8,881.90
41901	SAN TIMOTEO ENERGY ASSOCIATES	IPMHG ASSESSMENT - FEASIBILITY STUDIES	262.50
41902	NEW ANSWERNET, INC.	MONTHLY ANSWERING SERVICES (MAR)	128.50
41903	SONOMA OVERHEAD DOORS & GATES	SHOP YARD GATE	465.00
41904	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	49.13
41905	SOILAND CO., INC.	ROCK MATERIAL : 7/16" & 3/4"	3,886.02
41906	CALMAT CO DBA	CUTBACK	925.88
41907	WATER FARM LLC	WATER PURCHASES : CRAIG WELL (MAR)	6,039.57
41908	WEEKS DRILLING & PUMP CO	FINAL BILLING FOR PARK & VERANO WELL ASR INJECT.	7,534.79
41909	CENTRIC BUILDING INC.	CUSTOMER REFUND	1,305.68
41910	OLIVER FRIEDAUER	CUSTOMER REFUND	5.97
41911	BRIAN MCGINNIS	CUSTOMER REFUND	72.83
41912	TRACY OLSON	CUSTOMER REFUND	66.77
41913	BURKE, WILLIAMS & SORENSEN, LL	SDC WATER SUPPLY ASSESSMENT & ATTORNEY FEES (MAR)	8,604.54
41914	B.W.S. DISTRIBUTORS, INC	SAFETY GLASSES	121.44
41915	CALTEST LABORATORY	PARK & VERANO WELL ASR PILOT TESTING (CYCLE #2); ROUTINE WATER TESTING	14,560.60
41916	CINTAS	SERVICE TO REPLENISH EMERGENCY SUPPLIES	126.01
41917	COMCAST	INTERNET SERVICES (APR)	392.80
41918	CORBIN WILLITS SYSTEMS, INC.	MONTHLY ACCOUNTING & BILLING SOFTWARE (MAY)	1,051.66
41919	EKI ENVIRONMENT & WATER	PROJ#C30174.00 ALTIMIRA FIRE FLOW 03/01/-03/31/25; PROJ#C40294.00 SDC EVALUATION	2,113.05
41920	HARSHWAL & COMPANY, LLP	PROF FEE:PREP & FILING FORMS 990 & 199 FOR FY END 06/24	1,363.00
41921	ISOLVED BENEFIT SERVICES	PREM COLLECT & COBRA NOTICES ADMIN 6/1/25-05/31/26	1,495.61
41922	KEVIN LOPEZ	CELLPHONE REIMBURSEMENT : JAN25,FEB 25, MAR25, APR25	120.00
41923	MARIN MUNICIPAL WATER DISTRICT	INVOICE #5677 CCIA	5,556.00
41924	POWERPLAN	ORANGE AVE MAIN - BACK HOE BUCKET REPLACE TOOTH	261.18
41925	RITTER'S WELDING & FABRICATION	FABRICATE AND WELD MOUNTS FOR FORKS ON TRACTOR	1,400.00
41926	SANTA ROSA FIRE EQUIPMENT	FIRE EXTINGUISHER SERVICE	1,459.70
41927	SMILE BUSINESS PRODUCTS	MONTHLY PRINTER LEASE 04/10/25-05/09/25	36.38
41928	NAPA AUTO PARTS	SMALL TOOLS AND EQUIPMENT; EQUIPMENT & VEHICLE MTNC - PARTS AND MATERIALS	475.89
41929	SONOMA CO. WATER AGENCY	WATER PURCHASES 02/27/25-03/27/25	87,575.23
41930	STANDARD INSURANCE CO.	GROUP INSURANCES LTD (APR)	369.22
41931	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	276.40
41932	SOILAND CO., INC.	ROCK MATERIAL : 7/16" & 3/4"	6,320.35
41933	USA BLUEBOOK	ORANGE AVE MAIN REPAIR - PARTS AND MATERIALS; POCKET TEST GAUGE	922.04
41934	U.S. BANK EQUIPMENT FINANCE	EQUIPMENT REPLACEMENT - SHARP COPIER	104.42
41935	VERIZON WIRELESS	CELLPHONE SERVICE 03/04/25-04/03/25	578.40
41936	VERIZON WIRELESS	MACHINE TO MACHINE 03/13/25-04/12/25	218.94
41937	WALSH'S CHEM-DRY	OFFICE WATER DAMAGE - CARPET CLEANING	792.00
41938	WHITE OAK ENVIRONMENTAL SAFETY	VERANO WELL ASR - RENTALS	650.00

# VALLEY OF THE MOON WATER DISTRICT

## Monthly Financial Disbursements

April 2025

CK # Vendor Name	Invoice Description	Amount
ACH CALIFORNIA EMPLOYMENT DEVELOPMENT	STATE PAYROLL TAXES 04/03/25	3,799.71
ACH CALIFORNIA EMPLOYMENT DEVELOPMENT	STATE PAYROLL TAXES 04/17/25	3,861.41
ACH EFTPS FEDERAL TAX WITHHOLDING	FEDERAL PAYROLL TAXES 04/03/25	18,067.69
ACH EFTPS FEDERAL TAX WITHHOLDING	FEDERAL PAYROLL TAXES 04/17/25	18,393.60
ACH EXPERTPAY.COM	PERSONNEL-RELATED DISBURSEMENT PAYROLL 04/03/25	472.73
ACH EXPERTPAY.COM	PERSONNEL-RELATED DISBURSEMENT PAYROLL 04/17/25	472.73
ACH PAYMENTUS CORPORATION	TRANSACTION FEES FOR MARCH 2025	1,229.75
ACH PERS	CLASSIC RETIREMENT CONTRIBUTION PAYROLL 04/03/25	1,759.47
ACH PERS	CLASSIC RETIREMENT CONTRIBUTION PAYROLL 04/17/25	1,759.47
ACH PERS	DEFERRED COMP CONTRIBUTION PAYROLL 04/03/25	2,250.00
ACH PERS	DEFERRED COMP CONTRIBUTION PAYROLL 04/17/25	2,250.00
ACH PERS	HEALTH INSURANCE PREMIUM (APR)	33,544.00
ACH PERS	PEPRA RETIREMENT CONTRIBUTION PAYROLL 04/03/25	9,715.29
ACH PERS	PEPRA RETIREMENT CONTRIBUTION PAYROLL 04/17/25	9,715.29
ACH RETIREES	RETIREES BENEFITS (APR)	3,381.50
ACH VALIC	401A CONTRIBUTION PAYROLL 04/03/25	250.00
ACH VALIC	401A CONTRIBUTION PAYROLL 04/17/25	250.00
ACH VALIC	DEFERRED COMP CONTRIBUTION PAYROLL 04/03/25	700.00
ACH VALIC	DEFERRED COMP CONTRIBUTION PAYROLL 04/17/25	700.00
ACH WESTAMERICA BANK	BANK CHARGES (MAR)	492.76
ACH WESTAMERICA BANK	OFFICE DUES, SUBS, AND SUPPLIES ; SAFETY BREAKFAST; EQUIPMENT MTNC & ORANGE AVE: PARTS & MATERIALS	3,365.33

BOARD PRESIDENT

Net Payroll (After Deductions) 92,876.52

GENERAL MANAGER

498,794.88

Board of Directors  
April Disbursement

	Pay Date	Bryant	Foreman	Caniglia	Rogers	Yudin-Cowan
Water Supply Coord. Council mtg 03/24/25	4/17/2025		221.00			
Regular Board Meeting 04/01/2025	4/17/2025	221.00	221.00	221.00	221.00	
WAC/TAC Meeting 04/07/2025	4/17/2025		221.00			
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Total		221.00	663.00	221.00	221.00	0.00

VALLEY OF THE MOON WATER DISTRICT MONTHLY REVENUE AND EXPENSE COMPARISON PERIOD ENDING APRIL 30, 2025												
17% 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	Forecasting Notes & Significant Changes for 2024-2025
	22-23	23-24	24-25	APRIL	APRIL	APRIL	07/24-06/25	07/24-06/25	07/24-06/25	24-25	24-25	
Revenues												
Interest Income	\$ 71,846	\$ 173,071	\$ 155,805	\$ 12,984	43,509	30,525	\$ 129,837	\$ 206,052	\$ 76,215	\$ (50,247)	-32%	This account offsets the backflow outside service expense account
Gain on Sale of Assets	-	-	-	\$ -	-	-	\$ -	-	\$ -	-	-	
Operating Revenue	6,362,546	7,593,965	8,436,790	\$ 546,949	556,731	9,782	\$ 7,039,304	7,369,254	\$ 329,950	1,067,536	13%	
Backflow Testing Revenue	45,681	46,341	51,596	\$ 4,300	5,567	1,267	\$ 42,997	38,718	\$ (4,279)	12,878	25%	
Customer Penalties & Fees	63,987	64,715	23,640	\$ 1,970	5,683	3,713	\$ 19,700	52,555	\$ 32,855	(28,915)	-122%	
Misc. Income	31,884	129,803	12,000	\$ 1,000	2,694	1,694	\$ 10,000	26,903	\$ 16,903	(14,903)	-124%	
Leak Adjustments	(8,393)	(7,923)	(9,613)	\$ (623)	(290)	334	\$ (8,021)	(7,292)	\$ 728	(2,321)	24%	
Total Revenue	6,567,551	7,999,972	8,670,218	566,580	613,894	47,315	7,233,817	7,686,190	452,372	984,028	11%	
Expenses												
Salaries:												
O&M - Operating Wages	962,035	1,016,310	1,105,430	\$ 85,383	63,859	(21,524)	\$ 890,390	771,326	(119,065)	334,105	30%	
Stand-By	32,103	32,150	35,371	\$ 2,948	2,673	(275)	\$ 29,475	28,584	(891)	6,787	19%	
Net O&M Operating Wages	994,138	1,048,460	1,140,801	88,330	66,532	(21,799)	919,866	799,910	(119,956)	340,891	30%	
Administration	613,051	705,553	768,149	57,906	58,574	668	\$ 621,817	613,948	(7,869)	154,201	20%	
Temporary Employees	-	-	-	-	-	-	\$ -	-	-	-	-	
Total Salaries	1,607,189	1,754,013	1,908,949	146,236	125,106	(21,130)	1,541,683	1,413,858	(127,825)	495,092	26%	
Weighted Wages Transferred to Capital Projects	(601,892)	(438,503)	(477,237)	(36,496)	(31,276)	5,220	\$ (385,194)	(353,464)	31,729	(123,773)	26%	
Net Operating Wages	1,005,297	1,315,510	1,431,712	109,740	93,829	(15,911)	1,156,489	1,060,393	(96,096)	371,319	26%	Net Wages used to calculate Net Position

VALLEY OF THE MOON WATER DISTRICT  
MONTHLY REVENUE AND EXPENSE COMPARISON  
PERIOD ENDING APRIL 30, 2025

17% 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	Forecasting Notes & Significant Changes for 2024-2025
	22-23	23-24	24-25	APRIL	APRIL	APRIL	07/24-06/25	07/24-06/25	07/24-06/25	24-25	24-25	
<b>Benefits:</b>												
O&M - Operating & Maintenance	195,575	232,769	243,149	20,262	21,256	994	\$ 202,624	206,901	4,277	36,248	15%	
Administration	122,828	125,741	128,662	10,722	11,416	694	\$ 107,218	108,551	1,333	20,111	16%	
Retirees	62,324	49,141	65,917	5,493	5,628	135	\$ 54,931	53,930	(1,001)	11,987	18%	
<b>Total Benefits</b>	<b>380,727</b>	<b>407,651</b>	<b>437,727</b>	<b>36,477</b>	<b>38,300</b>	<b>1,823</b>	<b>364,773</b>	<b>369,382</b>	<b>4,609</b>	<b>68,345</b>	<b>16%</b>	
<b>Mandatory Costs</b>												
<b>Workers Comp:</b>												
Operating & Maintenance	50,657	50,116	39,683	3,307	8,851	5,544	\$ 33,069	27,745	(5,324)	11,938	30%	
Acct/Administration	6,814	7,329	5,774	481	1,363	882	\$ 4,812	4,225	(587)	1,549	27%	
<b>FICA/Medicare:</b>						-	\$ -	-	-			
Operating & Maintenance	76,190	79,679	86,353	7,196	6,494	(702)	\$ 71,961	68,138	(3,823)	18,215	21%	
Administration	41,731	48,139	54,759	4,563	4,156	(407)	\$ 45,632	41,601	(4,031)	13,158	24%	
<b>District Portion/Retirement:</b>						-	\$ -	-	-			
Operating & Maintenance	88,765	97,007	96,880	8,073	7,547	(526)	\$ 80,733	78,129	(2,604)	18,751	19%	
Administration	65,275	77,011	83,438	6,953	6,552	(401)	\$ 69,532	67,873	(1,659)	15,565	19%	
CalPERS Accrued Liability	241,836	229,834	272,276	22,690	22,634	(55)	\$ 226,897	226,344	(553)	45,932	17%	
<b>Total Mandatory Costs</b>	<b>571,268</b>	<b>589,115</b>	<b>639,164</b>	<b>53,264</b>	<b>57,597</b>	<b>4,334</b>	<b>532,636</b>	<b>514,055</b>	<b>(18,581)</b>	<b>125,108</b>	<b>20%</b>	
<b>Travel &amp; Training</b>												
Operating & Maintenance	4,066	13,239	13,985	1,165	10	(1,155)	\$ 11,654	13,154	1,500	831	6%	ACWA Conference
Administration	3,547	6,629	11,007	917	306	(611)	\$ 9,173	10,523	1,351	484	4%	ACWA Conference
<b>Total Travel &amp; Training</b>	<b>7,613</b>	<b>19,868</b>	<b>24,992</b>	<b>2,083</b>	<b>316</b>	<b>(1,767)</b>	<b>20,827</b>	<b>23,677</b>	<b>2,850</b>	<b>1,315</b>	<b>5%</b>	
<b>Board of Directors:</b>												
Meeting Compensation	19,235	16,276	24,109	2,009	1,427	(582)	\$ 20,091	14,036	(6,055)	10,073	42%	
Travel & Training	3,334	1,887	4,111	343	23	(320)	\$ 3,426	280	(3,146)	3,831	93%	
<b>Total Board Expenses</b>	<b>\$ 22,569</b>	<b>\$ 18,163</b>	<b>\$ 28,220</b>	<b>\$ 2,352</b>	<b>1,450</b>	<b>(902)</b>	<b>23,517</b>	<b>14,316</b>	<b>(9,201)</b>	<b>13,904</b>	<b>49%</b>	
<b>Purchased Water</b>												
Purchased Water	\$ 1,900,631	\$ 2,247,293	\$ 2,488,078	137,863	114,005	(23,858)	\$ 2,075,992	2,325,894	249,902	162,184	7%	Water Deliveries Increased & Well Production Decreased.
GSA Fee	7,393	7,465	15,000	1,250	1,282	32	\$ 12,500	12,819	319	2,181	15%	
<b>Total Purchased Water</b>	<b>\$ 1,908,024</b>	<b>\$ 2,254,758</b>	<b>\$ 2,503,078</b>	<b>\$ 139,113</b>	<b>\$ 115,287</b>	<b>\$ (23,826)</b>	<b>\$ 2,088,492</b>	<b>\$ 2,338,713</b>	<b>\$ 250,221</b>	<b>\$ 164,365</b>	<b>7%</b>	

VALLEY OF THE MOON WATER DISTRICT MONTHLY REVENUE AND EXPENSE COMPARISON PERIOD ENDING APRIL 30, 2025												
17% 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	Forecasting Notes & Significant Changes for 2024-2025
	22-23	23-24	24-25	APRIL	APRIL	APRIL	07/24-06/25	07/24-06/25	07/24-06/25	24-25	24-25	
<b>Services &amp; Supplies</b>												
Safety & Clothing Allowance	16,522	19,960	12,534	1,045	300	(745)	\$ 10,445	7,084	(3,361)	5,450	43%	
COVID-19 Response	593	-	-	-	-	-	\$ -	-	-	-		
Vehicle Maintenance	18,608	22,279	16,099	1,342	973	(369)	\$ 13,416	8,809	(4,607)	7,290	45%	Radiator Replacement - Truck #44
Election Costs	25,854	-	62,203	5,184	-	(5,184)	\$ 51,836	21,598	(30,238)	40,605		
Employee Relations	3,956	4,229	5,493	458	171	(287)	\$ 4,578	3,193	(1,385)	2,300	42%	
Legal Fees	114,012	106,375	73,935	6,161	5,556	(605)	\$ 61,613	66,385	4,773	7,550	10%	
SDC Expenses	-	14,559	30,000	2,500	-	(2,500)	\$ 25,000	2,855	(22,145)	27,145	90%	
HR Expenses	-	3,605	5,163	430	-	(430)	\$ 4,303	2,668	(1,635)	2,496	48%	
Engineering General Support	2,045	7,275	3,955	330	-	(330)	\$ 3,296	-	(3,296)	3,955	100%	
Advertising	732	6,834	1,033	86	-	(86)	\$ 861	-	(861)	1,033	100%	
Outside Services	32,992	24,837	35,025	2,919	1,529	(1,390)	\$ 29,188	21,212	(7,976)	13,813	39%	
Outside Services Backflow	23,374	57,429	51,596	4,300	-	(4,300)	\$ 42,997	28,028	(14,969)	23,568	46%	This account offsets the backflow testig revenue account
Annual Audit	-	-	21,323	1,777	1,363	(414)	\$ 17,769	10,427	(7,342)	10,896	51%	
Bad Debts/Collections	26,950	8,135	13,788	1,149	(30)	(1,179)	\$ 11,490	13,836	2,346	(48)	0%	
Building MTNC.	8,573	21,195	9,825	819	8,134	7,315	\$ 8,188	35,089	26,902	(25,264)	-257%	Water Damage Restoration
Dues and Subscriptions	24,984	25,991	29,206	2,434	2,123	(311)	\$ 24,338	25,604	1,266	3,602	12%	
Equipment MTNC./Repairs	23,795	25,162	25,157	2,096	4,238	2,142	\$ 20,964	26,239	5,275	(1,082)	-4%	Generator Retrofit/Repair, Tractor Mtnc
Fees (County/State)	63,441	66,595	74,975	6,248	97	(6,151)	\$ 62,479	72,974	10,495	2,001	3%	LAFCO, SWRCB System Connections
Fuel	33,775	36,475	38,550	3,213	2,121	(1,092)	\$ 32,125	27,279	(4,846)	11,271	29%	
Bank Charges	11,297	19,072	18,585	1,549	1,587	38	\$ 15,488	16,855	1,368	1,730	9%	
Liability Ins. (Incl. Losses)	70,079	88,758	104,280	8,690	8,390	(300)	\$ 86,900	83,138	(3,762)	21,142	20%	
Postage	20,663	22,666	26,600	2,217	1,761	(456)	\$ 22,167	19,667	(2,500)	6,933	26%	
Public Information	6,324	4,346	5,567	464	160	(304)	\$ 4,639	416	(4,223)	5,151	93%	
Service Contracts	68,448	64,458	82,124	6,844	6,756	(88)	\$ 68,437	64,779	(3,658)	17,345	21%	
Office Supplies	12,563	6,630	9,043	754	3,728	2,974	\$ 7,536	8,985	1,449	58	1%	
Telephone-Internet	16,243	16,720	18,444	1,537	1,856	319	\$ 15,370	18,354	2,984	90	0%	
Small Tools & Equipment	19,590	30,869	28,612	2,384	482	(1,902)	\$ 23,843	20,924	(2,919)	7,688	27%	New locators
Trash Disposal	6,133	7,025	7,046	587	557	(30)	\$ 5,872	5,926	54	1,120	16%	
Utilities - PG&E	181,618	200,358	210,044	17,504	21,609	4,105	\$ 175,037	163,339	(11,698)	46,705	22%	
Professional Services	124,312	47,093	111,060	9,255	1,470	(7,785)	\$ 92,550	26,353	(66,197)	84,707	76%	
Water Testing	46,360	36,787	46,271	3,856	6,771	2,915	\$ 38,559	49,414	10,855	(3,143)	-7%	UCMR5
Water Main Maintenance	5,142	7,525	51,162	4,264	12,035	7,772	\$ 42,635	22,674	(19,961)	28,488	56%	
Service Line Maintenance	6,190	3,957	11,315	943	-	(943)	\$ 9,429	3,452	(5,977)	7,863	69%	
Hydrant Repairs	1,414	175	4,394	366	-	(366)	\$ 3,662	219	(3,443)	4,175	95%	
Misc. System Maintenance	6,243	21,542	5,525	460	1,462	1,002	\$ 4,604	8,531	3,927	(3,006)	-54%	
Wells Maintenance	12,305	9,598	20,777	1,731	1,564	(167)	\$ 17,314	11,574	(5,740)	9,203	44%	
Pump Maintenance	9,224	21,306	11,364	947	1,240	293	\$ 9,470	9,199	(271)	2,165	19%	Heaven Hill pump replacement
Storage Tank Maintenance	8,930	12,909	12,906	1,076	9	(1,067)	\$ 10,755	5,221	(5,534)	7,685	60%	Annual Tank Inspections
Water Conservation Program	18,486	6,599	28,084	2,340	68	(2,272)	\$ 23,403	12,119	(11,284)	15,965	57%	
Interest Expense	(38)	-	0	0	-	-	\$ -	-	-	-	0%	
Equipment Replacement	3,020	1,373	3,057	255	104	(151)	\$ 2,548	2,317	(231)	740	24%	Laptop
<b>Total Services &amp; Supplies</b>	<b>1,074,752</b>	<b>1,080,700</b>	<b>1,326,120</b>	<b>110,510</b>	<b>98,184</b>	<b>(12,326)</b>	<b>1,105,100</b>	<b>926,735</b>	<b>(178,365)</b>	<b>399,385</b>	<b>30%</b>	
<b>Total Expenses</b>	<b>4,970,250</b>	<b>5,685,765</b>	<b>6,391,013</b>	<b>453,538</b>	<b>404,964</b>	<b>(48,574)</b>	<b>5,291,833</b>	<b>5,247,272</b>	<b>(44,561)</b>	<b>1,143,741</b>	<b>18%</b>	
<b>Revenues Less Expenses</b>	<b>1,597,301</b>	<b>2,314,207</b>	<b>2,279,205</b>	<b>113,042</b>	<b>208,931</b>	<b>95,889</b>	<b>1,941,984</b>	<b>2,438,918</b>	<b>496,934</b>	<b>(159,713)</b>	<b>-7%</b>	
O&M Allocation to CIP	(2,494,894)	(682,323)	(2,069,401)	(172,450)	(172,450)	-	\$ (1,724,501)	(1,724,501)	-	(344,900)	17%	
<b>Transfer to/from Undesignated Reserves</b>	<b>\$ (897,592)</b>	<b>\$ 1,631,884</b>	<b>\$ 209,804</b>	<b>\$ (59,408)</b>	<b>\$ 36,481</b>	<b>\$</b>	<b>217,484</b>	<b>\$ 714,417</b>	<b>\$</b>	<b>(504,613)</b>	<b>-241%</b>	



VALLEY OF THE MOON WATER DISTRICT  
REPORT OF INVESTMENTS AND RESERVES  
For the Month Ended April 2025

Start of Fiscal Year

LAIF	\$	2,268,168
SCIP		128,889
TVI		2,090,097
Westamerica Bank Checking/Petty Cash		1,061,092
Total Beginning Cash	\$	<u>5,548,245</u>

Year To Date

Average Rate of Interest

LAIF	\$	2,766,996	4.281%
SCIP		132,653	3.821%
TVI		2,155,510	4.370%
Westamerica Bank Checking/Petty Cash		499,480	
Five Star Bank Checking/Money Market		500,193	
Total ending Cash	\$	<u>6,054,832</u>	

Outstanding Payments	\$	(104,128)
Adjusted Cash/Investment Balance		<u>5,950,705</u>
(1) Board Designated Reserves (Board Approved with 24/25 Budget)		
(a) Operations & Maintenance Reserve (3 Months Operations)		(1,597,753)
(b) Rate Stabilization Reserve		(722,518)
(c) Capital Improvement Program		(930,000)
Total Board Designated Reserves		<u>(3,250,271)</u>
Remaining Cash/Investment Balance	\$	2,700,434
Previous Capacity Fees Balance		(254,435)
(2) Year To Date Capacity Fees Collected FY 24/25		(406,047)
Capacity Fees to CIP FY 24/25		360,000
Total Capacity Fees Restricted Funds		<u>(300,482)</u>
(3) FY 2024-2025 Board Approved Capital Projects		(2,580,997)
Year to Date Capital Project Disbursements		1,181,747
Remaining Transfer of Current Year Revenues to Capital Project Fund		430,166
Rollover Projects FY23-24		(827,750)
Year to Date Rollover Projects Disbursements		46,969
YTD Capital Project Unexpended funds		<u>(1,749,864)</u>
Undesignated Reserves- funding for remaining 5-Year Capital Plan	\$	<u>650,088</u>
Pending Grant Expense Reimbursements	\$	411,500
Adjusted Undesignated Reserves	\$	<u>1,061,588</u>
Remaining 5-Year Capital Plan	\$	<u>13,960,731</u>

Project #	Project	Improvement Description	CIP Roll Over	Current CIP Budget	Total CIP Budget	Current Month - APR	YTD Expenditures	Budget Remaining	% Remaining
			2023/24	2024/25	2024/25				
<b>Facilities and Maintenance Projects</b>									
CIP-3015	Caltrans Project on Hwy 12	Work done by Caltrans affecting District facilities.	50,000	-	50,000	-	-	50,000	100%
CIP-6001	New Services	Customer pays 100%.	-	-	-	120	15,454		
CIP-6004	All Service Replacements	All service replacements combined.	-	59,000	59,000	-	58,475	525	1%
CIP-8100	Valve Replacement Program	Valve replacement for system reliability and control.	-	59,000	59,000	6,320	38,074	20,926	35%
CIP-3047	Seismic Vulnerability Assessment (LHMP)	From LHMP. District to pay 100% of assessment. District will seek FEMA grant funds for resulting projects.	21,758	228,242	250,000	1,555	3,432	246,568	99%
CIP-3050	Lead Service Line Inventory	LCRR - Required by federal EPA.	-	73,010	73,010	-	15,848	57,162	78%
CIP-3053	Spare Generator purchase	In case of failure in generator (The District operates many older generators that may fail at any time).	-	109,007	109,007	-	285	108,722	100%
CIP-3054	IPMHG Assessment	Assess the value of installing inpipe micro hydro generators at specific locations in the distribution system. This may lead to further engineering and equipment purchases.	-	8,000	8,000	350	6,873	1,127	14%
CIP-2991	GPS Facilities	Finish GPSing the meters and valves. Assumes \$50 per location.	-	59,000	59,000	2,427	22,641	36,359	62%
CIP-3055	District Device upgrade	Equipment upgrades needed to facilitate mobile workorder systems. Includes mounting, software, 3 laptops, 1 desktop, 2 ipads.	-	21,384	21,384	-	23,242	(1,858)	-9%
CIP-3056	Temelec Area Irrigation service line abandonment	Re-evaluate after first year for future funding.	-	59,000	59,000	4,457	36,491	22,509	38%
CIP-3057	1-1/2 & 2" PB service line replacement	Re-evaluate after first year for future funding.	-	59,000	59,000	-	44,314	14,686	25%
CIP-3058	Boardroom Upgrade		-	40,436	40,436	264	9,968	30,468	75%
CIP-3059	Roof Repair on Main Office Building	Leaking roof caused framing damage.	-	44,929	44,929	-	10,362	34,567	77%
CIP-3060	SDC Evaluation	Evaluate water treatment plant and transmission systems for needed upgrades and provide OPC for construction.	-	280,809	280,809	805	1,251	279,558	100%
CIP-3065	Water Master Plan - Prioritized CIP List	Develop and updated WMP prioritized CIP List	-	151,597	151,597	-	72,077	79,520	52%
<b>Total Facilities and Maintenance Projects</b>			<b>71,758</b>	<b>1,252,414</b>	<b>1,324,172</b>	<b>16,299</b>	<b>358,786</b>	<b>965,386</b>	<b>73%</b>
<b>Pipeline Projects</b>									
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.	136,236	-	136,236	1,308	21,322	114,914	84%
<b>Total Pipeline Projects</b>			<b>136,236</b>	<b>-</b>	<b>136,236</b>	<b>1,308</b>	<b>21,322</b>	<b>114,914</b>	<b>84%</b>

Project #	Project	Improvement Description	CIP Roll Over	Current CIP Budget	Total CIP Budget	Current Month - APR	YTD Expenditures	Budget Remaining	% Remaining
			2023/24	2024/25	2024/25				
<b>Wells, Pumping, &amp; Supply</b>									
CIP-2989	Redrill Park	Drilled next to & operated with existing well. Develop a minimum 100gpm District owned Well.	575,906	-	575,906	2,786	12,587	563,319	98%
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.)	43,850	-	43,850	-	9,628	34,222	78%
CIP-3061	Recommended in Energy Eval report 2024 - Donald well pump replacement	Replace well pump with high efficiency, add VFD, video well, replace column pipe & add sounding tube.	-	77,300	77,300	-	71,626	5,674	7%
CIP-3062	Recommended in Energy Eval report 2024 - Hannah BPS	Replace both pumps with high efficiency, (In house staff). Includes \$7K for two Badger meters that will allow SCADA and AML data.	-	32,574	32,574	-	134	32,439	100%
CIP-3063	Add SCADA to Larbre well	Improve data and controllability.	-	16,849	16,849	1,079	35,806	(18,958)	-113%
<b>Total Wells</b>			<b>619,756</b>	<b>126,722</b>	<b>746,478</b>	<b>3,865</b>	<b>129,782</b>	<b>616,696</b>	<b>83%</b>
<b>Tanks</b>									
CIP-3031	Temelec 1M Tanks Recoating & Railing	This is the last tank in the system with the old "cold-tar" interior coating. The coating is cracked and no longer providing protection to the steel tank. This is a good time to add the required railing, solar mounting brackets, and new mag rod cathodic protection in both Temelec tanks and Chestnut tank. Includes \$200K for road paving at Temelec.	-	1,185,012	1,185,012	8,708	715,007	470,005	40%
CIP-3064	Replace section Sobre Vista 30K roof.		-	16,849	16,849	-	3,820	13,029	77%
<b>Total Tanks</b>			<b>-</b>	<b>1,201,860</b>	<b>1,201,860</b>	<b>8,708</b>	<b>718,827</b>	<b>483,034</b>	<b>40%</b>
		<b>Total</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 24-25</b>	<b>Current Month - APR</b>	<b>YTD Expenditures</b>	<b>Budget Remaining</b>	<b>% Remaining</b>
		<b>Total Water System Improvements:</b>	<b>\$ 827,750</b>	<b>\$ 2,580,997</b>	<b>\$ 3,408,747</b>	<b>\$ 30,179</b>	<b>\$ 1,228,717</b>	<b>\$ 2,180,030</b>	<b>64%</b>
<b>ASR Projects</b>						<b>Current Month - APR</b>	<b>Net Project Expenditures</b>		
CIP-3038	Park Well ASR	Grant Funded Projects	-	-	-	29,012	205,541	-	
CIP-3039	Verano Well ASR	Grant Funded Projects	-	-	-	26,230	205,959	-	
<b>Total ASR Projects</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>55,242</b>	<b>411,500</b>	<b>-</b>	<b>-</b>

**MONTHLY REVENUE AND EXPENSE COMPARISON  
PERIOD ENDING APRIL 30, 2025**

Current Month Actual

Project To Date Actual

**PARK WELL ASR - CIP 3038**

Apr-25

Jun 2022 - Apr 2025

Notes

**Revenues**

Grant Revenue	-	834,044
<b>Total Revenue</b>	<b>-</b>	<b>834,044</b>

**Expenses**

**Salaries:**

O&M - Operating Wages	1,656	29,698
Administration		2,862
<b>Total Salaries</b>	<b>1,656</b>	<b>32,560</b>

**Services & Supplies**

Services & Supplies	27,356	1,007,024
<b>Total Services &amp; Supplies</b>	<b>27,356</b>	<b>1,007,024</b>
Total Expenses	29,012	1,039,585
<b>Revenues Less Expenses</b>	<b>(29,012)</b>	<b>(205,541)</b>

**MONTHLY REVENUE AND EXPENSE COMPARISON  
PERIOD ENDING APRIL 30, 2025**

Current Month Actual

Project To Date Actual

**VERANO WELL ASR - CIP 3039**

Apr-25

Jun 2022 - Apr 2025

Notes

**Revenues**

Grant Revenue

0

460,647

**Total Revenue**

-

**460,647**

**Expenses**

**Salaries:**

O&M - Operating Wages

883

27,930

Administration

-

4,942

**Total Salaries**

**883**

**32,872**

**Services & Supplies**

Services & Supplies

25,348

633,734

**Total Services & Supplies**

**25,348**

**633,734**

Total Expenses

26,230

666,606

**Revenues Less Expenses**

**(26,230)**

**(205,959)**

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Amanda Hudson, Administration Manager

SUBJECT: Administrative Report

---

The following are some areas the Administrative Department has been focusing on:

## Regulation

### Conservation Framework

#### Billing Analysis

- eSource provided a final report.
- We met with eSource to review the data. They repeatedly told us that “it is rare to find data so clean”.
  - They work with lots of different agencies and said that there is almost always more items flagged.
- Not only is our process sound, but our staff is doing a stellar job in scrutinizing reads and data that comes into the system.
- eSource provided a short list of potential anomalies. Our staff is going through to validate them, and thus far, all appear to be accurate reads.
- Next steps include going through the past few years of water loss audits and using prorated consumption values provided by eSource to gauge the effect it has on water loss compared to the water loss standard.

## Grants

### DWR Drought Relief 2021

- As an update from the previous report to the Board, the District’s Grant Manager has directed staff to submit an amendment to the grant adjusting subcategories *after* a bid has been accepted for the equipping phase work.
- This amendment will request to reallocate funds from the “Construction” subcategory of the Verano ASR project to the “Design” subcategory of the same project.
- Bids are now due to the District on Thursday, June 5th. An amendment request will be submitted once a price is agreed upon.

## FEMA

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

- At the suggestion of Director Rogers at the November 2024 Board meeting, the General Manager reached out to Congressman Thompson’s office regarding the Saddle Tank FEMA funds.

- On April 30, a representative from Congressman Thompson's office notified staff that FEMA responded to his inquiry.
- FEMA stated that they do not concur with the recommendation of CalOES to reimburse the overages of the project (with the District requesting a \$1,122,445.91 reimbursement as opposed to FEMA's prior approved amount of \$659,422).
- The District now must submit an Improved Project request for the FEMA prior approved amount of \$659,422.
- As of writing this memo, staff has submitted a draft Improved Project request to CalOES for review. Upon edit suggestions, staff will finalize the request and submit it prior to the due date of June 28, 2025.

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

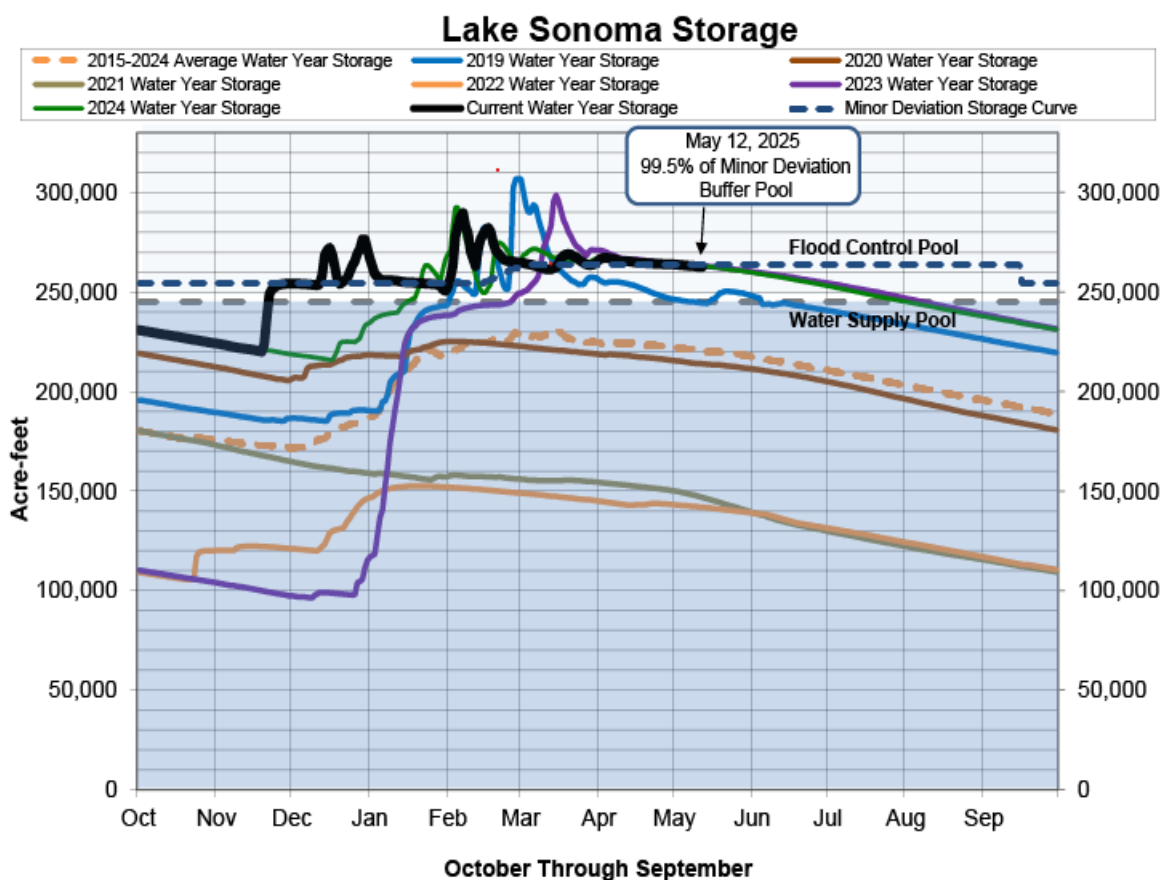
FROM: Clayton Church, Water System Manager

SUBJECT: Water Supply & Water Source Update

## Water source report:

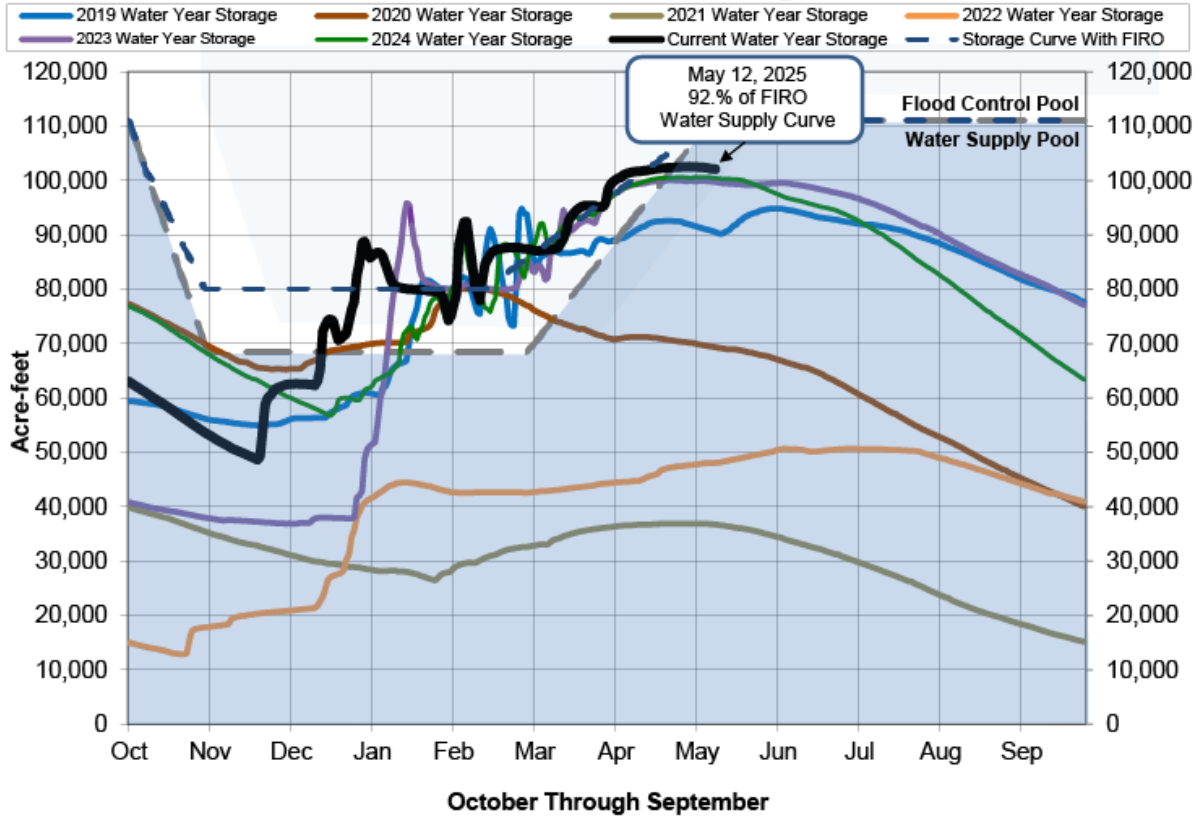
The wells produced 53.66 % of the District's overall demand for April 2025.

Lake Sonoma was 99.5% of the minor deviation buffer pool, and Lake Mendocino was 92% (FIRO) of the Target Curve as of May 12, 2025.



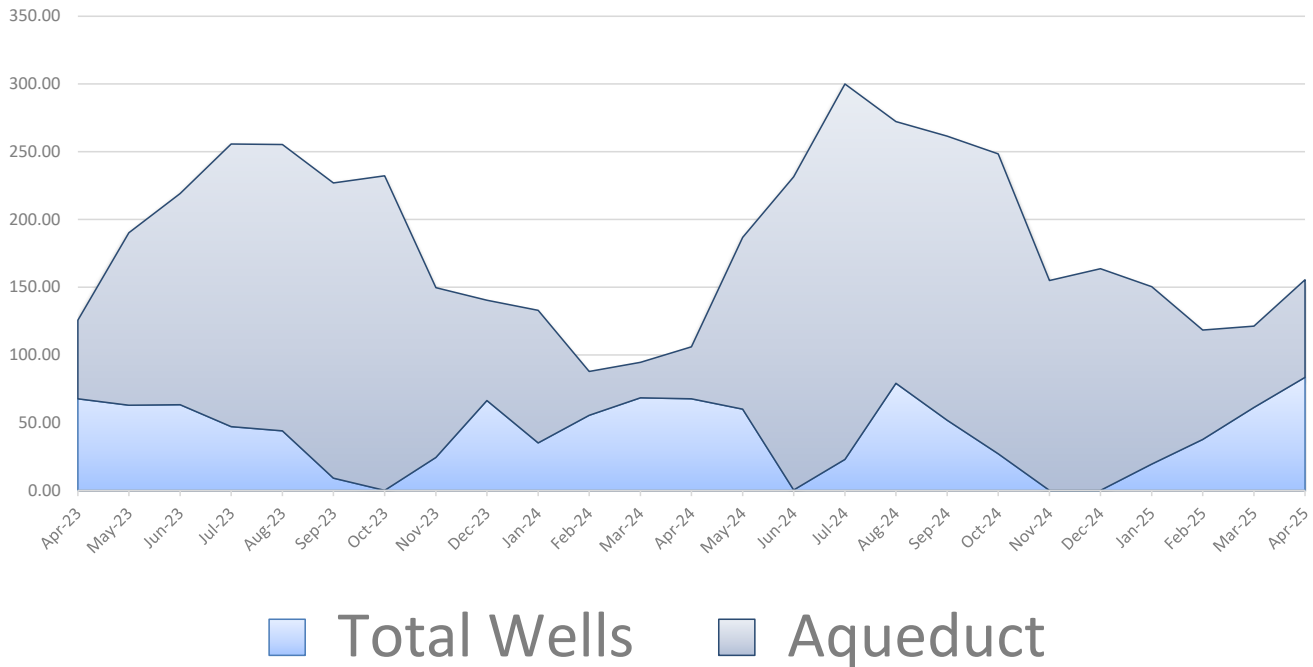


## Lake Mendocino Storage



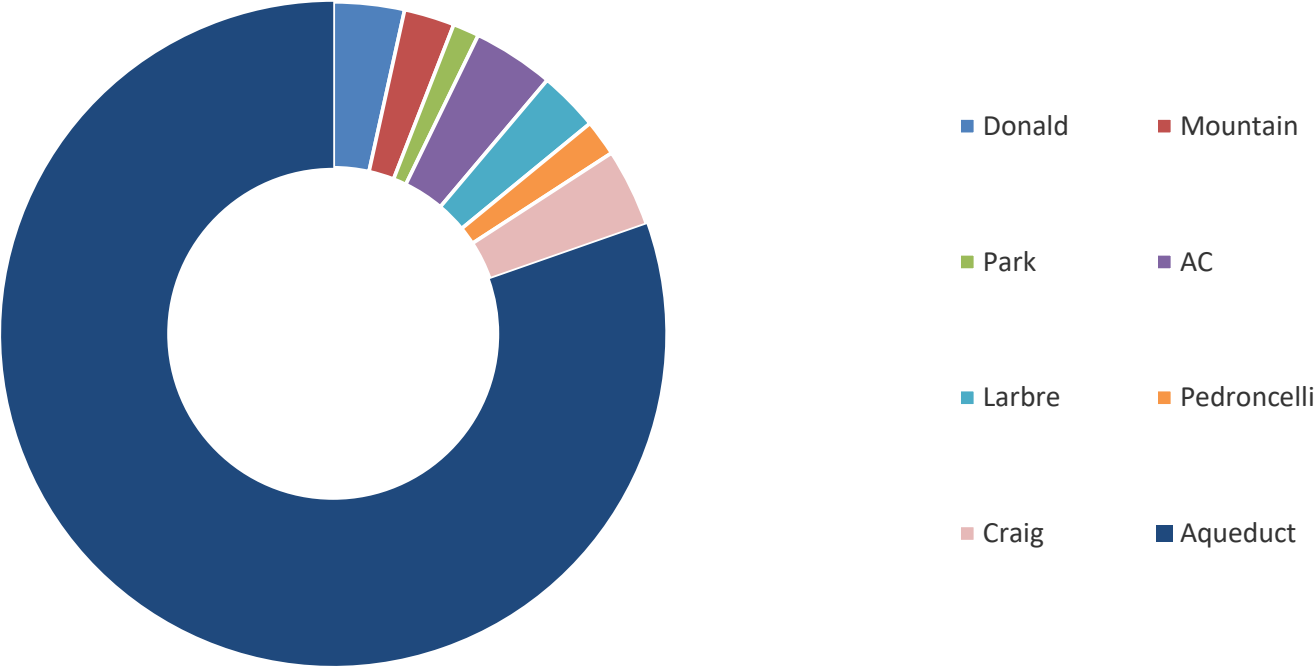
## Water Supply Sources - Valley of the Moon Water District

### 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
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
Dec-23	17.11	7.73	1.70	14.38	15.12	0.00	10.25	74.10	66.29	47.22%	140.40	168.50
Jan-24	9.74	0.85	3.03	8.00	7.64	0.00	5.75	97.91	35.02	26.35%	132.93	120.81
Feb-24	14.28	7.27	5.29	9.97	9.49	0.00	9.03	32.39	55.33	63.07%	87.73	119.04
Mar-24	9.49	5.28	7.82	14.75	15.94	0.00	15.11	26.06	68.39	72.41%	94.45	104.05
Apr-24	14.18	7.70	6.75	11.60	13.91	0.00	13.44	38.38	67.57	63.78%	105.95	111.99
May-24	11.33	8.34	6.14	9.90	13.02	0.00	11.28	126.64	60.02	32.15%	186.67	127.34
Jun-24	0.22	0.00	0.00	0.01	0.00	0.00	0.00	231.19	0.23	0.10%	231.42	207.41
Jul-24	4.94	2.58	2.51	6.03	6.82	0.00	0.01	277.11	22.89	7.63%	300.00	210.69
Aug-24	17.10	10.17	7.84	14.06	15.35	0.00	14.56	193.17	79.08	29.05%	272.25	295.04
Sep-24	12.97	4.15	5.74	10.95	10.43	0.00	7.52	209.67	51.76	19.80%	261.43	231.01
Oct-24	6.32	3.86	3.37	5.41	4.64	0.00	3.35	221.38	26.96	10.86%	248.33	262.02
Nov-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	154.90	0.00	0.00%	154.90	195.76
Dec-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	163.67	0.00	0.00%	163.67	172.44
Jan-25	0.00	4.93	0.00	7.97	0.00	0.00	6.42	131.10	19.32	12.84%	150.42	119.90
Feb-25	0.00	4.72	0.00	12.38	2.09	4.66	13.77	80.67	37.62	31.80%	118.28	118.01
Mar-25	10.01	8.73	0.00	8.17	5.13	14.13	15.10	60.05	61.27	50.50%	121.32	106.81
Apr-25	15.93	8.78	5.45	12.00	12.38	15.40	13.50	72.06	83.44	53.66%	155.50	116.02
FY to date (Acre Feet)	67.27	47.92	24.91	76.98	56.84	34.19	74.23	1,563.78	382.33	19.65%	1,946.11	1,827.69

# Water Production



Actual Month	Wells							Total	Aqueduct	Total	Wells %	Aqueduct flow rate*
	Donald	Mountain	Park	AC	Larbre	Pedroncelli	Craig					
Jul-24	4.94	2.58	2.51	6.03	6.82	0.00	0.01	23	277.11	300	8%	2.91
Aug-24	17.10	10.17	7.84	14.06	15.35	0.00	14.56	79	193.17	272	29%	2.03
Sep-24	12.97	4.15	5.74	10.95	10.43	0.00	7.52	52	209.67	261	20%	2.28
Oct-24	6.32	3.86	3.37	5.41	4.64	0.00	3.35	27	221.38	248	11%	2.33
Nov-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	154.90	155	0%	1.68
Dec-24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	163.67	164	0%	1.72
Jan-25	0.00	4.93	0.00	7.97	0.00	0.00	6.42	19	131.10	150	13%	1.38
Feb-25	0.00	4.72	0.00	12.38	2.09	4.66	13.77	38	80.67	118	32%	0.94
Mar-25	10.01	8.73	0.00	8.17	5.13	14.13	15.10	61	60.05	121	51%	0.63
Apr-25	15.93	8.78	5.45	12.00	12.38	15.40	13.50	83	72.06	155	54%	0.78
May-25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0	0%	0.00
Jun-25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0	0%	0.00
Sub-Total	67	48	25	77	57	34	74	382	1,564	1,946	20%	
* Average daily rate of flow during the month (in millions of gallons per day)												
Annual Target	94	55	0	89	65	0	60	363	1,856	2,219	16%	
% of Target	71%	88%		86%	88%		124%	105%	84%	88%		

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Clayton Church, Water System Manager

SUBJECT: Operations Update

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- **UCMR5 (Fifth Unregulated Contaminant Monitoring Rule)**

Staff completed the second and final round of sampling in the second week of April to meet the requirements of UCMR 5.

- **Source Monitoring**

Staff has completed source monitoring for the calendar year of 2025. Staff will continue to coordinate with lab and state for update to CA Drinking Water Monitoring Schedule.

- **CIP 3056: Temelec Irrigation Service Line Abandonment**

Staff have completed excavating and abandoning 12 of the 17 old irrigation lines, paving has been completed for these sites as well. The five remaining are 3" connections. Staff is currently on track to excavate and abandon the remaining sites in the months of May and June 2025, paving will be completed in FY 25/26.

- **CIP 3057: 1 ½ & 2" PB Service Line replacement**

Staff have completed the first round of PB replacements and the paving for all sites has been completed or is scheduled for completion. Staff has generated a plan and will continue PB service line replacements at the conclusion of the Orange Ave Emergency Main replacement.

- **CIP 2991: GPS Facilities**

Staff have completed GPSing assets in approximately 30% of the water system. Staff's focus recently in maintaining the GPS schedule as well as ensuring that assets are tracked in areas with upcoming County paving projects as well as areas undergoing rehab work from the recent sewer main projects.

- **CIP 3046: Pump Station Battery Bank**

Staff are coordinating with IT for integration to Hanna BPS. After the completion of the integration, various controls will be tested for proper performance as well as testing of all alarms.

- **CIP 3062: Hanna BPS pump replacement**

Staff continue coordinating with pump vendors to spec high-efficiency booster pumps for in-house installation at Hanna BPS. Staff have pulled the existing pump to confirm the nomenclature to assist in answering vendor inquiries and verify existing District records.

- **CIP 3063: Add SCADA Labre Well**

The new SCADA panel is complete and installed. SCADA programming and installation of cellular module to upgrade to cellular-based telemetry for the site has been completed. Labre well is visible on SCADA platform at the yard. The cellular relay with Craig well, Verano well, Pedroncelli well, and Labre well is up and running with favorable results. Staff have coordinated with IT to understand the amount of data needed by adjusting intervals that data is sent in an effort to minimize the cost of cellular service.

- **CIP 3031: Temelec 1M Recoating and Railing**

The handrailing work is complete. The finish coat on interior shell and ceiling is complete. Staff have completed the installation of a new altitude valve and level transducer. Staff coordinated with Tnemec Coating Vendor and Miskis Services Inc. for the lining of a failing section of main between new altitude valve and Temelec 1 MG, the repair is complete and has passed pressure testing. Work at the tank site was completed the week of May 12, staff disinfected, sampled and put tank into service May 19.

- **CIP 3038 and 3039: ASR Pilot Study Verano and Park Wells**

Both Verano and Park well pilot studies are complete. EKI has provided the District with 100% bid set and the project has been advertised with a closing date to review bids of May 28, 2025; this was extended to June 5<sup>th</sup>. Staff held pre bid job walk with contractors interested in bidding on the final well construction. Questions from contractors regarding the scope of work were due to the District 05/19.

- **CIP 3061: Donald Well Pump Replacement**

Video of the well casing did not show any severe deficiencies; the contractor recommends no further action with regard to the casing. The column and 15 HP pump have been replaced. As well new VFD and Transfer switch have been installed.

- **CIP 3047 Seismic Vulnerability Assessment (LHMP)**

Staff have compiled and sent the first round of data to InfraTerra for review. As well staff worked to give temporary access to the MMS Asset Management platform for ease of access to District Data. Staff conducted a two-day site visit of all assets 03/31-04/01 with the InfaTerra team. As RFIs and other needs come from the consultant staff continues to maintain open lines of communication with the consultant.

- **Project 3053: Spare Generator Purchase**

Staff has obtained and reviewed quotes for the spare generator. A PO was issued in February for the purchase and delivery of the new generator. The generator is on order with approximate ETA of July 2025.

- **CIP 8100 Valve Replacement Program**

Staff have begun replacing inoperable valves throughout the system. In total four inoperable valves have been replaced. As staff move through the system flushing and operating valves a list will be generated as additional inoperable valves are identified.

- **CIP 5185 Orange Ave Emergency Main Replacement**

The water main install has been completed and the main is online. Work will continue until the first week in June to complete setting meter boxes to grade, the installation of one fire hydrant,

and general clean up. Coordination with Sonoma County and the District's contractor for paving will continue to determine limits of paving for the project.

**Other Operational Updates:**

- Staff have begun to conduct annual valve turning in light of the recent emergency work on Orange Ave the time for this has been limited but will proceed throughout the year with the goal of operating ½ of the water system valves.
- Work at the Verano Hotel and Housing Project has been completed. Mains have been pressure tested, disinfected, and put online. Meter sets and BPAs (backflow protection assemblies) will be installed and tested in the coming months.
- Main line leak on Happy Ln was isolated and scheduled for repair.
- Service line leak on Johnson Ave has been repaired.
- Contractor main strike on 1887 Orange Ave, staff swiftly responded and repaired.
- Staff held three safety trainings; Out of office ergonomics, ERP Action Plan for Earthquakes, and Power Outages were the trainings held this month.



**Abandoning 8" main Solano + Orange Ave**



**Temelec 1 MG tank prep**

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.

<b>Project Number and Description</b>	<b>Percent Complete</b>
Project 2987-1: Chestnut Exploratory Well Drill and Develop well	N/A
Project 2989: Park Well Drilling (went to Bid Tuesday, April 29 <sup>th</sup> , 2025, with ASR Projects 3038 and 3039)	75%
Project 2991- GPS Facilities	45%
Project 3015: Cal Trans Hwy 12 Project	100%
Project 3022: Altimira School Fire Flow Engineering	50%
Project 3031: Temelec 1M Tank Recoating & Railing	100%
Project 3046: Pump Station Battery Bank	80%
Project 3047: Seismic Vulnerability	40%
Project 3050: Lead Service Inventory	100%
Project 3053: Spare Generator Purchase	85%
Project 3054: IPMHG Assessment	15%
Project 3055: District Device Upgrade	100%
Project 3056: Temelec Irrigation service line abandonment	80%
Project 3057: 1 ½" & 2" PB Service Line Replacement	75%
Project 3058: Boardroom Upgrade	100%
Project 3059: Roof Repair on Main Office Building	100%
Project 3060: SDC Evaluation	20%
Project 3061: Donald Well Pump Replacement	100%
Project 3062: Hannah BPS pump replacement	40%
Project 3063: Add SCADA Labre Well	100%
Project 3064: Replace Section of Sobre Vista 30K Roof	100%
Project 6004: All Service Line Replacements	0%
Project 8100: Valve Replacement Program	45%
Project 5185 Orange Ave Emergency Main Replacement	90%
<b>Average Percent Complete</b>	<b>71%</b>



Date: June 3, 2025  
Item 7.A

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: June 2<sup>nd</sup>, 2025, Technical Advisory Committee (TAC) Meeting Update

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**Background:**

General Manager Fullner will be attending the June 2<sup>nd</sup> Regular TAC meeting and will provide a verbal update at the June 3<sup>rd</sup> Board meeting.

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Sonoma Developmental Center (SDC) Update

---

## **Background**

As mentioned at the last regular Board meeting, the District's consultant (EKI) and their sub-consultants on electrical, structural, and dams, would need to conduct site visits to the SDC property to observe and evaluate key infrastructure as part of the SDC Evaluation project. Those visits were carried out on May 19<sup>th</sup>, 20<sup>th</sup>, and 27<sup>th</sup>:

### **Monday, May 19<sup>th</sup>**

- Attendees: EKI staff and electrical sub-consultant (TJCAA), DGS staff, and VOMWD staff
- Facilities observed: 1) Sonoma Creek pump station, 2) Treatment facility, and 3) Backwash settling tanks/Breaker tank

### **Tuesday, May 20<sup>th</sup>**

- Attendees: EKI staff and structural sub-consultant (TJCAA), DGS staff, and VOMWD staff
- Facilities observed: 1) Sonoma Creek pump station (for structural eval), 2) Treated water tanks, balance tanks, backwash storage tank, and pump station, and 3) Diversions (Hill Creek, Asbury Creek, Roulette Springs).

### **Tuesday, May 27<sup>th</sup>**

- Attendees: EKI staff and dam sub-consultant (WRE)
- Facilities to Visit: Fern Lake and Suttonfield Lake

These observations will be used in task 1 of the SDC Evaluation, and an "order of magnitude" OPC figure will be generated to support further discussions with the developers (Eldridge Renewal LLC) over the next few months.

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Diablo Water District Tour Update

---

## **Background**

The District's management staff were invited to do a tour of Diablo Water District by their General Manager (and former General Manager of Valley of the Moon Water District), Dan Muelrath on May 12<sup>th</sup>.

The tour itself was well structured and covered the following:

- Tour of the office and a presentation/overview of the District.
  - An overview of several DWD initiatives and administrative/financial functions with key management staff including strategic initiatives, culture, HR, and budget.
- A brief system tour of two wells and the groundwater/surface water blending facility
  - Discussions on water operations in general
- Tour of new development areas (East Cypress and Bethel Island)
- Attendance of the weekly "Managers Meeting"; and
- Tour of DWD's New Corporation Yard and Shop Facility

The intention of the tour was to share ideas and methods on operations, finance, management, and governance of another, similar water district, and to provide contacts for additional resources. The tour was a success and all involved reported getting value out of it. Finance Manager Madrigal noted among other things):

"I was particularly intrigued by Diablo Water District's use of Tyler Technologies ERP software, which they began using in 2019-2020. Tyler Technologies has approached us to discuss the potential of their Financial, HR/Payroll, Utility Billing, Smart Meter Portal, and Asset Management ERP Software. This software allows the district to consolidate its current separate, standalone solutions from MOMs, WaterSmart, and Paymentus into one comprehensive, fully integrated, and unified ERP Solution, which could significantly streamline our operations.

Despite the challenges of implementing new software during the pandemic, Diablo Water District provided positive feedback on the software and the reports it generates. This reassures us that when we consider transitioning away from MOM, we have a successful implementation model to follow. Other options like Sage Intacct are also available, but we can explore them further when the time is right."

We are very appreciative of the DWD staff for their welcoming and helpful attitudes and willingness to share ideas and lessons learned on many aspects of district operation. We also look forward to continued collaboration and using our relationships to check ideas and learn from each other's experiences.

Date: June 3, 2025

Item: 8.A

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Presentation on Fiscal Year 2025-2026 Budget and Consideration of Budget Adoption by Resolutions No. 250601 and No. 250602.

---

## **Background**

Attached for your review is the 2025-2026 Budget Packet. This includes the Operations and Maintenance (O&M) budget, five-year Capital Improvement Plan (CIP) budget, and Five-Year Reserve Forecast for FY 2025-2026 through 2029-2030.

Staff has also prepared a budget presentation that will cover:

1. Proposed Rate Increase and Bill Comparison
2. The Organization Chart
3. The O&M Budget
4. The CIP Budget; and
5. The Five-Year Reserve Forecast

## **Recommendation**

View the budget presentation prepared by staff and by roll call vote, adopt:

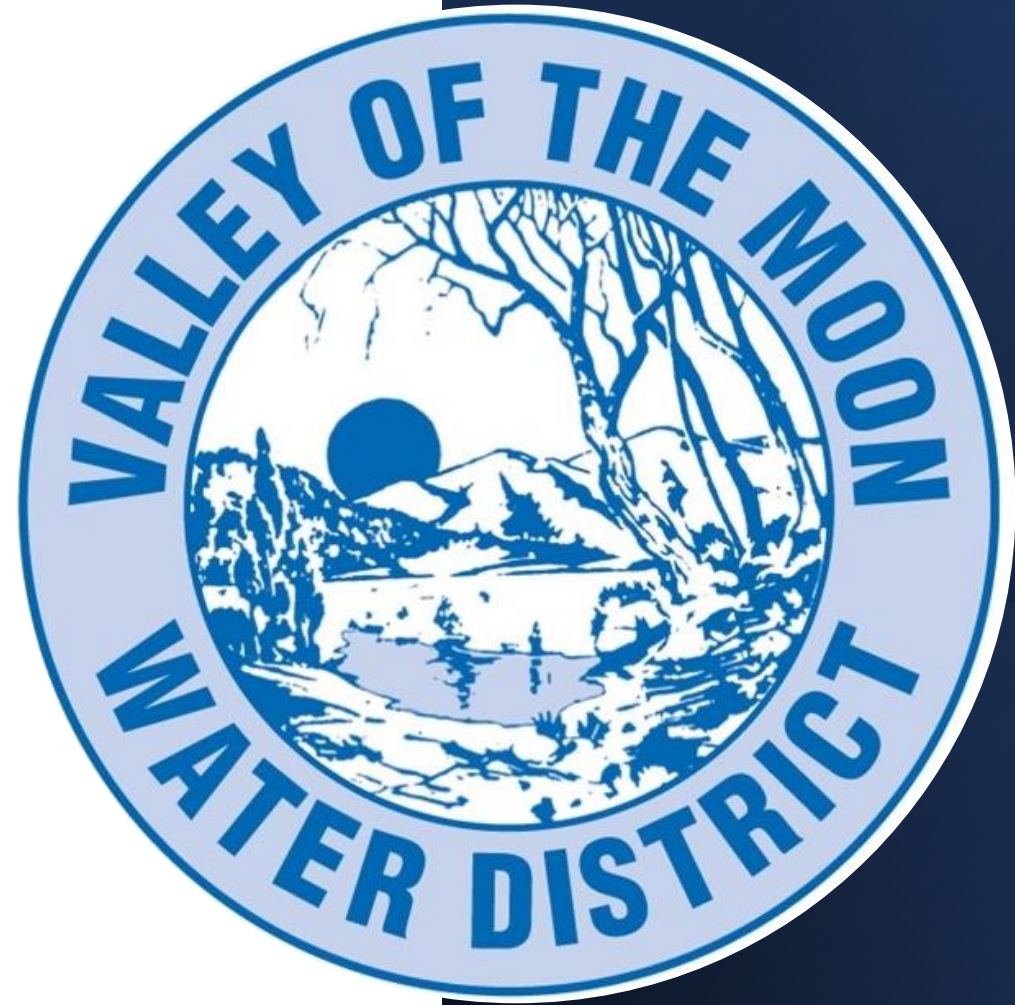
- Resolution No. 250601, approving the Fiscal Year 2025-2026 Operations and Maintenance budget, and the Annual designation of District Treasurer.
- Resolution No. 250602, approving the Five-Year Capital Improvement Plan for Fiscal Years 2025-2026 through 2029-2030 and approving funds for Fiscal Year 2025-2026 Capital Improvement Plan budget.

## **Attachments**

1. Fiscal Year 2025-2026 Budget Presentation
2. Final Budget Packet, including:
  - a. Operations and Maintenance Budget
  - b. Capital Improvement Plan Budget
  - c. Five-Year Forecasted Reserves; and
  - d. Resolution No. 250601 and Resolution No. 250602

# Valley of the Moon Water District Fiscal Year 2025- 2026 Budget

Special thanks to the Budget  
Subcommittee (Directors Bryant  
and Rogers)



# What Will We Cover?



Proposed Rate Increase and Bill Comparison



The Organization Chart



The O&M Budget



The CIP Budget; and



The Five-Year Reserve Forecast

# Proposed Rate Increase and Bill Comparison

The below represents a 4% rate increase for FY '26-'26, rather than the 7% rate increase projected in the District's last Rate Study.

Bi-Monthly Water Rate Schedule (for typical meter sizes)	Current Rates	Proposed Rates	Difference vs. Current Rates
<b>Fixed Service Charge</b>			
Fixed Service Charge - 5/8" meter (SFR)	<b>\$39.57</b>	\$41.16	\$1.58
Fixed Service Charge - 5/8" meter (Commercial)	<b>\$75.57</b>	\$78.59	\$3.02
<b>Commodity Charge (per 1,000 gallons)</b>			
SFR Volumetric Rates			
Tier 1: 0-4	<b>\$5.24</b>	\$5.45	\$0.21
Tier 2: 4+	<b>\$9.05</b>	\$9.41	\$0.36
Commercial Uniform Rate	<b>\$8.14</b>	\$8.47	\$0.33

Bi-Monthly Bill Comparisons - Current vs. Proposed Rates

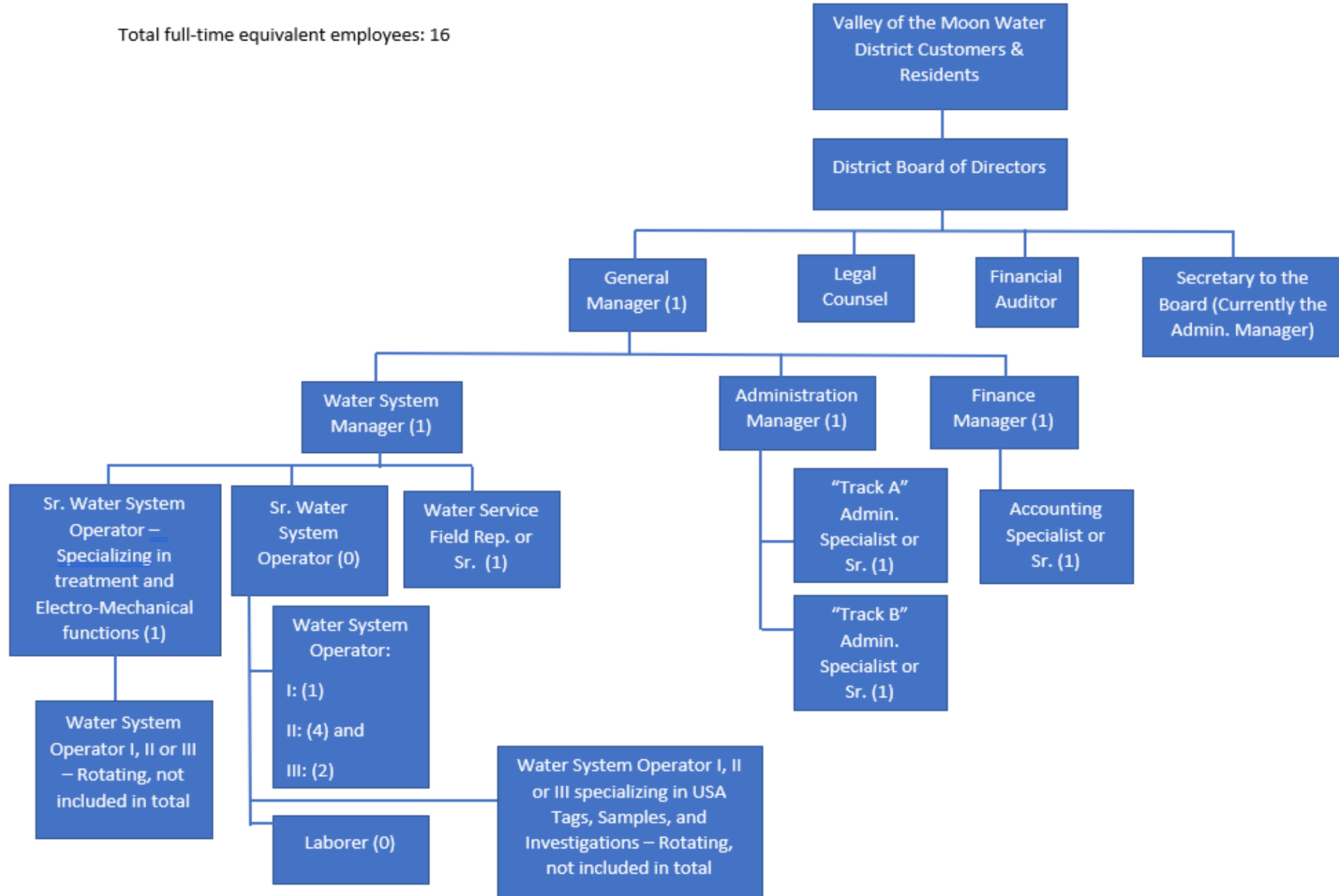
Residential	Water Consumption (1,000 gallons)		
	4	14	24.0
SFR Bill - Current Rates	\$60.54	\$151.06	\$241.58
SFR Bill - Proposed	\$62.96	\$157.10	\$251.25
<i>Difference (in \$) vs. Current Rates</i>	<i>\$2.42</i>	<i>\$6.04</i>	<i>\$9.66</i>
<i>Difference (in %) vs. Current Rates</i>	<i>4.0%</i>	<i>4.0%</i>	<i>4.0%</i>

Bi-Monthly 'Bill Comparisons - Current vs. Proposed Rates

Commercial Bill Comparison with a 5/8 inch meter	Water Consumption (1,000 gallons)		
	4	14.0	24.0
Comm Bill - Current Rates	\$108.14	\$189.57	\$270.99
Comm Bill - Proposed	\$112.47	\$197.15	\$281.83
Comm Bill - Proposed (W/PassThrough)	\$108.49	\$190.79	\$273.09
<i>Difference (in \$) vs. Current Rates</i>	<i>\$4.33</i>	<i>\$7.58</i>	<i>\$10.84</i>
<i>Difference (in %) vs. Current Rates</i>	<i>4.0%</i>	<i>4.0%</i>	<i>4.0%</i>

# Organization Chart – Unchanged from FY '24-'25

Total full-time equivalent employees: 16





# Operations and Maintenance (O&M) Budget

In building the O&M budget, several factors were considered. Chief among them was how to keep costs under control, and how the District could meet its obligations with a lower than anticipated rate increase.

Each expense line was reviewed and compared to several previous years. From there a “baseline” or “actual recurring cost” was determined by reviewing accounts payable data and invoices from past years. If any area was found to require a special project in the upcoming fiscal year, the estimated cost of that project was added to the baseline for that expense. For example, “Professional Services” is up significantly due to including the required AWSDA, LHMP, and UWMP, and “HR Expenses” is up significantly due to the need to renegotiate the labor MOU this year.

Valley of the Moon Water District Proposed Budget FY 2025-2026		Approved Budget	Estimated Year End Actual	Proposed Budget			
		2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end acutal	Forecasting Notes & Significant Changes for 2025-2026
<b>Revenues</b>							
Interest Income	\$	155,805	\$ 239,082	\$ 224,858	44%	-6%	
Gain on Sale of Assets		-	-	-	0%	0%	
Operating Revenue		8,436,790	9,458,126	9,682,951	15%	2%	
Backflow Testing Revenue		51,596	\$ 46,356	51,596			
Customer Penalties & Fees		23,640	\$ 47,960	23,640	0%	-51%	
Misc. Income		12,000	\$ 36,141	12,000	0%	-67%	
Leak Adjustments		(9,613)	\$ (9,767)	(9,613)			
<b>Total Revenue</b>		<b>8,670,218</b>	<b>9,817,897</b>	<b>9,985,432</b>			
<b>Expenses</b>							
<b>Salaries:</b>							
O&M - Operating Wages		1,105,430	977,137	1,167,868	6%	20%	
Stand-By		35,371	34,778	35,354	0%	2%	
<b>Net O&amp;M Operating Wages</b>		<b>1,140,801</b>	<b>1,011,915</b>	<b>1,203,222</b>	5%	19%	
Administration		768,149	745,583	834,827	9%	12%	
<b>Total Salaries</b>		<b>1,908,949</b>	<b>1,757,497</b>	<b>2,038,048</b>	7%	16%	
<b>Weighted Wages Transferred to Capital Projects</b>		(477,237)	(439,374)	(509,512)	7%	16%	
<b>Net Operating Wages</b>		<b>1,431,712</b>	<b>1,318,123</b>	<b>1,528,536</b>	7%	16%	<i>Net Wages used to calculate Net Position</i>

Valley of the Moon Water District Proposed Budget FY 2025-2026						
	Approved Budget	Estimated Year End Actual	Proposed Budget			
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end acutal	Forecasting Notes & Significant Changes for 2025-2026
<b>Benefits:</b>						
O&M - Operating & Maintenance	243,149	246,584	260,745	7%	6%	Based on actual employee enrollment
Administration	128,662	128,580	140,000	9%	9%	Based on actual employee enrollment
Retirees	65,917	64,013	69,268	5%	8%	Based on active retiree health plans
<b>Total Benefits</b>	<b>437,727</b>	<b>439,176</b>	<b>470,013</b>	7%	7%	
<b>Mandatory Costs</b>						
<b>Workers Comp:</b>						
Operating & Maintenance	39,683	28,341	41,875	6%	48%	Confirmed rate with ACWA/JPIA
Acct/Administration	5,774	4,295	6,234	8%	45%	Confirmed rate with ACWA/JPIA
<b>FICA/Medicare:</b>						
Operating & Maintenance	86,353	82,745	91,128	6%	10%	Proportionately to salaries.
Administration	54,759	49,968	59,563	9%	19%	Proportionately to salaries.
<b>District Portion/Retirement:</b>						
Operating & Maintenance	96,880	94,580	102,581	6%	8%	Proportionately to salaries.
Administration	83,438	82,188	89,748	8%	9%	Proportionately to salaries.
CalPERS Accrued Liability	272,276	271,613	311,936	15%	15%	The District will save 3% by prepaying in July 2025 as a lump sum.
<b>Total Mandatory Costs</b>	<b>639,164</b>	<b>613,729</b>	<b>703,064</b>			

Valley of the Moon Water District Proposed Budget FY 2025-2026						
	Approved Budget	Estimated Year End Actual	Proposed Budget			
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end acutal	Forecasting Notes & Significant Changes for 2025-2026
<b>Travel &amp; Training</b>						
Operating & Maintenance	13,985	13,985	14,192	1%	1%	Includes WSM at AWWA
Administration	11,007	11,007	8,735	-21%	-21%	Includes GM at ACWA
<b>Total Travel &amp; Training</b>	<b>24,992</b>	<b>24,992</b>	<b>22,927</b>			
<b>Board of Directors:</b>						
Meeting Compensation	24,109	19,129	19,440	-19%	2%	Includes COLA
Travel & Training	4,111	3,854	3,704	-10%	-4%	
<b>Total Board Expenses</b>	<b>28,220</b>	<b>22,983</b>	<b>23,144</b>			
<b>Purchased Water</b>						
Purchased Water	2,488,078	2,838,078	2,826,468	14%	0%	Sonoma Valley Groundwater Sustainability Agency (Estimated Fee)
GSA Fee	15,000	15,384	21,422	43%	39%	
<b>Total Purchased Water</b>	<b>2,503,078</b>	<b>2,853,462</b>	<b>2,847,890</b>	14%	0%	
<b>Services &amp; Supplies</b>						
Safety & Clothing Allowance	12,534	12,499	16,398	31%	31%	3-year average actual.
Vehicle Maintenance	16,099	15,786	17,130	6%	9%	
Election Costs	62,203	32,397	-			
Employee Relations	5,493	5,309	5,823	6%	10%	

Valley of the Moon Water District Proposed Budget FY 2025-2026						
	Approved Budget	Estimated Year End Actual	Proposed Budget			
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end acutal	Forecasting Notes & Significant Changes for 2025-2026
Legal Fees	73,935	73,071	82,031	11%	12%	Includes only base this year.
SDC Expenses	30,000	25,547	82,160	174%	222%	Includes Legal expenses for SDC.
HR Expenses	5,163	5,001	77,025	1392%	1440%	Includes Legal expenses for HR and MOU.
Engineering General Support	3,955	3,500	2,708	-32%	-23%	
Advertising	1,033	1,033	1,027	-1%	-1%	
Outside Services	35,025	32,650	79,148	126%	142%	
Outside Services BackFlow	51,596	45,135	51,596			This account offsets the backflow testing revenue account
Annual Audit	21,323	22,596	22,270	4%	-1%	
Bad Debts/Collections	13,788	17,961	17,479	27%	-3%	
Building MTNC.	9,825	9,348	44,157	349%	372%	
Dues and Subscriptions	29,206	32,370	29,504	1%	-9%	
Equipment MTNC./Repairs	25,157	29,451	25,023	-1%	-15%	
Fees (County/State)	74,975	84,475	74,963	0%	-11%	
Fuel	38,550	34,884	31,717	-18%	-9%	
Bank Charges	18,585	20,313	14,397	-23%	-29%	
Liability Ins. (Incl. Losses)	104,280	99,537	109,135	5%	10%	
Postage	26,600	23,751	26,600	0%	12%	
Public Information	5,567	4,384	16,268	192%	271%	Cross Connection Control Handbook customer outreach
Service Contracts	82,124	72,432	94,780	15%	31%	
Office Supplies	9,043	8,777	16,951	87%	93%	
Telephone-Internet	18,444	22,004	21,681	18%	-1%	

Valley of the Moon Water District Proposed Budget FY 2025-2026		Approved Budget	Estimated Year End Actual	Proposed Budget		
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end acutal	Forecasting Notes & Significant Changes for 2025-2026
Small Tools & Equipment	28,612	30,023	30,932	8%	3%	
Trash Disposal	7,046	7,182	7,222	2%	1%	
Utilities - PG&E	210,044	178,913	199,244	-5%	11%	
Professional Services	111,060	85,750	200,187	80%	133%	Includes AWSDA, LHMP, UWMP.
Water Testing	46,271	53,193	46,925	1%	-12%	
Water Main Maintenance	51,162	45,617	38,831	-24%	-15%	Budgeted on average.
Service Line Maintenance	11,315	10,178	11,255	-1%	11%	Budgeted on average.
Hydrant Repairs	4,394	4,329	2,054	-53%	-53%	Budgeted on average.
Misc. System Maintenance	5,525	7,800	5,674	3%	-27%	Budgeted on average.
Wells Maintenance	20,777	19,019	39,446	90%	107%	
Pump Maintenance	11,364	11,939	28,360	150%	138%	Budgeted on average.
Storage Tank Maintenance	12,906	11,818	63,674	393%	439%	Budgeted on average.
						Includes Leak detection Survey which was pushed back a year.
Water Conservation Program	28,084	28,127	74,166	164%	164%	
Equipment Replacement	3,057	3,147	3,047	0%	-3%	
Total Services & Supplies	1,326,120	1,231,240	1,710,987	29%	39%	
Total Expenses	6,391,013	6,503,704	7,306,562	14%	12%	
Revenues Less Expenses	2,279,205	3,314,193	2,678,870	18%	-19%	
O&M Allocation to CIP	(2,069,401)	(2,353,774)	(2,702,995)			
Net Position	209,804	960,419	(24,125)			

# Capital Improvement Plan (CIP)

The general structure of the five-year CIP is such that:

- Each year, a mainline project is under construction, while the next is being designed.
- Spikes in CIP cost allocation over the five-year plan are kept to a minimum by distributing projects across the timeframe in a way that makes financial and operational sense, and by planning to loan fund the construction portion of specific types of projects.
  - There is currently no loan funding shown in the 5-year CIP. The long-range CIP shows the Chestnut Booster replacement and the Donald Well replacement being loan-funded, however, only the design portions of those projects are within the next five years.
- Any rollover will remain in a project account until that project is completed. These funds will show on the bottom line of the current fiscal year, but were funded by previous fiscal years. Until expended, these funds will show as part of the “Undesignated Reserves-funding for remaining 5-Year Capital Plan” on monthly reports to the Board.

Please note that while the five-year plan is shown, only funds for the next fiscal year, 2025-2026, in this case, are being sought (except for any intentional savings for a future CIP as shown in the five-year reserve forecast). The five-year CIP will also be re-evaluated and rebalanced each year.

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
Facilities and Maintenance Projects									
CIP-3014	Craig Well Tow-Behind Generator	This generator will be necessary to maintain consistent system performance during PSPSs and emergencies.	-	-	-	81,130		-	-
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.	-	110,793	110,793	57,971	59,495	61,060	62,666
CIP-6001	New Services	Customer pays 100%.	-	-	-	-	-	-	-
CIP-6004	All Service Replacements	All service replacements combined.	-	59,000	59,000	59,000	59,000	59,000	59,000
CIP-8100	Valve Replacement Program	Valve replacement for system reliability and control.	-	59,000	59,000	59,000	59,000	59,000	59,000
CIP-9300	Meter Replacement Program	Fiscal year 2025/26 represents replacing the AMI servers to keep the existing system operational. Beginning in year FY2028/29, the district will pilot a new AMI system and begin replacing all meters and end-points in subsequent years.	-	180,000	180,000	-	-	300,000	1,139,378
CIP-3047	Seismic Vulnerability Assessment (LHMP)	From LHMP. District to pay 100% of assessment. District will seek FEMA grant funds for resulting projects.	220,000	-	220,000	-	-	-	-
TBD	Replace Vac Truck	The Vac trucks are critical emergency and leak response vehicles. It is important to replace them while they are still very reliable (est. 15 years). F600 with new or rebuilt pacific tech.	-	-	-	210,802	-	-	-



			CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
Project #	Project	Improvement Description	2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Small Dump Truck Replacement	Move to Diesel	-	77,025	77,025	-	-	-	-
TBD	Replace Small Ranger	Buy a used Chevy Bolt (or like), include computer, light, radio, megaphone	-	35,945	35,945	-	-	-	-
TBD	WSM EV	Buy a used Chevy Bolt (or like), radio only	-	-	-	-	32,452	-	-
TBD	Facility assessment and cameras replace all/ same brand	Year 1 system-wide security assessment. Year 2 equipment upgrades (\$50K place holder, actual cost TBD)	-	20,540	20,540	52,701	-	-	-
CIP-3053	Spare Generator purchase	In case of faillure in generator (The District operates many older generators that may fail at any time).	97,048	7,189	104,237	-	-	-	-
CIP-2991	GPS Facilities	Finish GPSing the meters and valves. Assumes \$50 per location.	-	30,000	30,000	35,000	40,000	-	-
CIP-3057	1-1/2 & 2" PB service line replacement	Re-evaluate after first year for future funding.	-	30,000	30,000	-	-	-	-
TBD	Electric Forklift	6,000 LB capacity with pneumatic tires	-	-	-	-	-	-	76,338
CIP-3060	SDC Evalution	Evalute water treatment plant and transmission systems for needed upgrades and provide OPC for construction.	125,000	287,560	412,560	-	-	-	-
P-29	District Metered Area 2 (PZ-1G)	Install new 8-inch PRV station with flow metering at the intersection of Kearney Avenue and East Agua Caliente Road, running parallel to the existing zone separating closed valve, and new 12-inch PRV stations with flow metering (1) on West Agua Caliente Road east of the roundabout (2) on Highway 12 between Vailetti Drive and Sunnyside Avenue to create new pressure zone 1G in the Agua Caliente Knolls area.	-	-	-	181,817	808,594	-	-

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Temelec Tank Road	Grade and pave tank road and repave tank rings	-	-	-	263,503	-	-	-
TBD	Placeholder	vehicles/equipment etc.	-	-	-	-	270,433	277,545	284,844
Total Facilities and Maintenance Projects			442,048	897,052	1,339,099	919,792	1,410,103	756,605	1,681,226
Pipeline Projects									
CIP-3022	WMP: P-7. Altamira Middle School Fire Flow Improvement and P-31 Arnold Drive and Agua Caliente Road Roundabout 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 Altimira Middle School, replace 15 existing service connections, and replace three existing fire hydrants. This project will be combined with P-31 for efficiency. Replace existing 8-inch ACP water mains with new 12-inch PVC water mains and relocate the existing Hannah Lower PRV out of the center of the new roundabout. This project has been identified as high priority due to the safety concerns with operating this PRV. This project could be combined with P-7 for efficiency.	40,000	1,084,021	1,124,021	3,129,900	-	-	-
P-17 (2)	Eldridge Fire Flow Improvement	Replace existing 4-inch ACP water mains with new 8-inch PVC water mains, replace 49 existing service connections, and replace three existing fire hydrants in the Eldridge area. Abandon the 4-inch ACP water main on Madrone Avenue and reconnect services to existing 8-inch water main. This project has been identified as high priority due to the condition of the ACP water mains in this zone.	-	-	-	-	444,591	1,140,599	1,170,597
CIP-3020	WMP: P-4. Warm Springs Road Fire Flow Improvement	Replace existing 6-inch PVC, ACP, and DIP water mains with new 8-inch and 10-inch PVC water mains, replace 47 existing service connections, and replace four existing fire hydrants.	-	-	-	-	-	-	592,590

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Oleander Hill - Steel Pipe	Replace or abandon steel pipe.	-	-	-	59,000	-	-	-
TBD	Richards - Steel Pipe	Replace or abandon steel pipe.	-	-	-	-	59,000	-	-
TBD	Carmel - Steel Pipe	Replace or abandon steel pipe.	-	-	-	-	-	59,000	-
P-19 (3)	Hooker Avenue Fire Flow Improvement	Install new 8-inch PVC water main between Highway 12 and Hooker Ave.	-	-	-	-	-	-	-
P-20 (3)	Lomita Avenue Commercial Fire Flow Improvement	Replace existing 6-inch ACP water main with new 12-PVC water main along Lomita Avenue, replace two service connections, and replace one hydrant.	-	48,783	48,783	247,060	-	-	-
Total Pipeline Projects			40,000	1,132,803	1,172,803	3,594,061	1,347,341	1,199,599	1,763,187
Wells, Pumping, & Supply									
CIP-2989	Redrill Park	Drilled next to & operated with existing well. Develop a minimum 100gpm District owned Well.	325,906	-	325,906	-	-	-	-
CIP-3046	Pump Station Battery Wall - Hanna and Glen Ellen Boosters	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.)	25,000	-	25,000	-	-	-	-
P-5B (1)	Chestnut BPS Upgrades Projects	Replace existing Chestnut BPS with two (2) 100-gpm domestic pumps and one (1) 1,000 gpm fire pump at 60 ft total dynamic head (TDH).	-	-	-	-	-	541,546	-
TBD	Glen Ellen Booster pump, VFD and check valve	Replace Softronics Slow Close system and include one new pump and motor.	-	41,080	41,080	-	-	-	-

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Recommended in Energy Eval report 2024 - Agua Caliente well pump replacement	Replace well pump with high efficiency, add VFD, video well, replace column pipe & add sounding tube.	-	-	-	92,120	-	-	-
TBD	Replace Generator at AC Booster	This Generator is now 24 years old and is beginning to experience mechanical issues. It is proposed that this generator be replaced with a Blue Star Final Tier 4 generator.	-	30,810	30,810	-	-	-	-
TBD	Replacement of Donald Well	Replace aging well with new ASR capable on same property.	-	-	-	-	-	-	284,844
Placeholder	Future pump replacements	This will result in further projects from the 2024 Energy Evaluation report.	-	-	-	-	21,635	22,204	22,788
Total Wells			350,906	71,890	422,796	92,120	21,635	563,749	307,632
Tanks									
CIP- 3029	Bolli Tanks Recoating & Railing/Solar Retrofit	Original interior coating is failing. Good time to add the required handrails and add solar mounting brackets. Includes \$50K for two electric water mixers.	-	975,650	975,650	-	-	-	-
TBD	Tank Cleaning & Inspection	All tanks	-	-	-	52,701	-	-	-
TBD	Donald Tank Recoating		-	-	-	-	-	-	569,689
Total Tanks			-	975,650	975,650	52,701	-	-	569,689
		Total	FY 24-25	FY 25-26	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30
		Total Water System Improvements:	\$ 832,954	\$ 3,077,395	\$ 3,910,348	\$ 4,658,675	\$ 2,779,079	\$ 2,519,953	\$ 4,321,734



## Five-Year Forecasted Reserves:

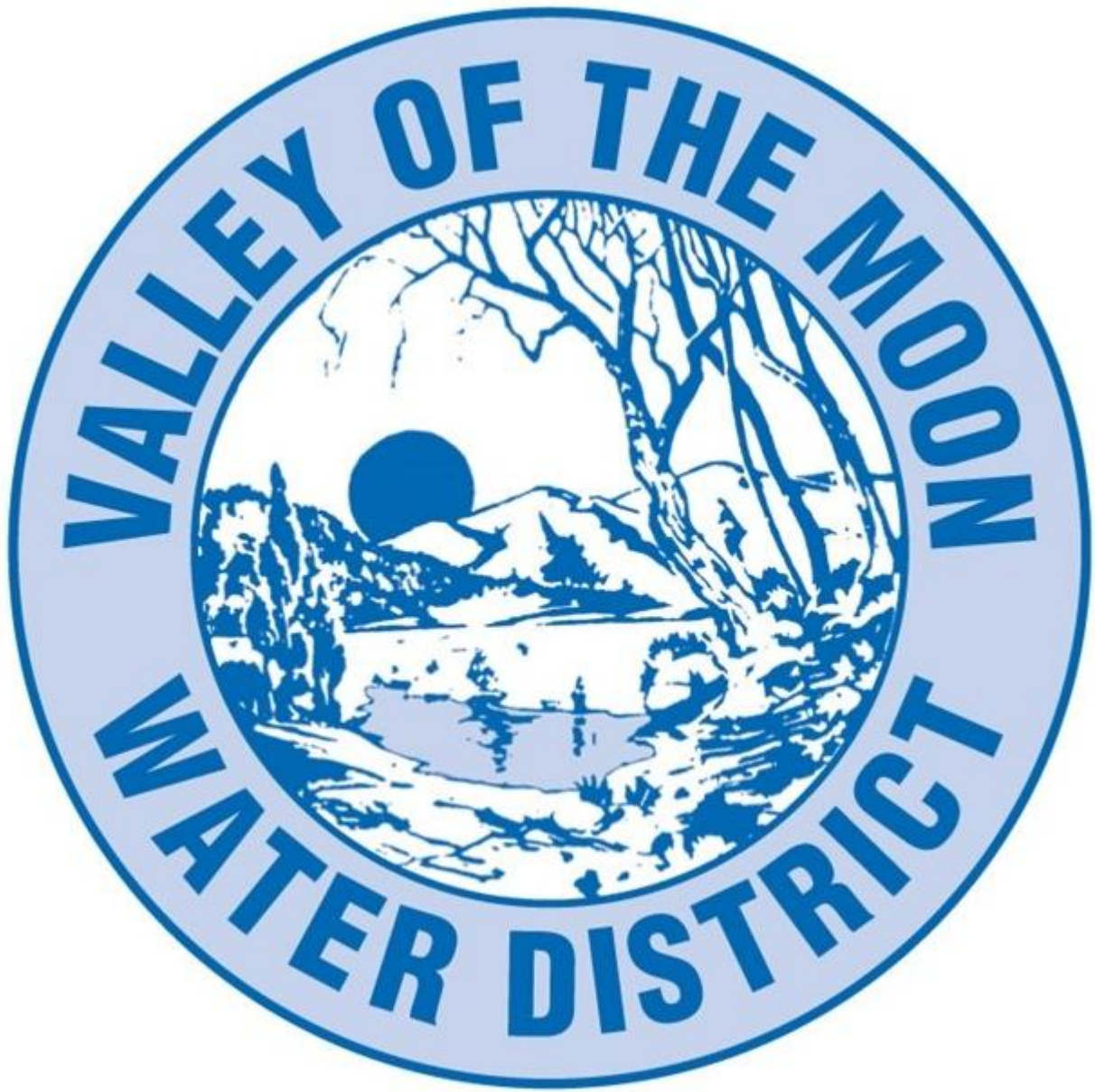
- The Estimated Year End Actual 24-25 column is based on current projections of the District's position on June 30th for CIP and O&M.
- Fiscal year 25-26 shows the projected position based on a 4% rate increase and current projections.
- The Board-designated reserves are currently fully funded and are shown across each of the five years forecasted.
- The Undesignated Reserves are projected to be positive in FY 25-26, but will go negative in FY 26-27 due to CIP.
- FY 26-27 assumes a 7% rate increase, and fiscal years 27-28 through 29-30 are assumed to be 5.6% rate increases (all per the rate study).

Valley of the Moon Water District	Forecasted Reserves						
	Estimated Year End Actual	Proposed Budget	Forecast	Forecast	Forecast	Forecast	
	24-25	25-26	26-27	27-28	28-29	29-30	
Revenue:							
Beginning Enterprise Fund Balance	\$ 3,443,719	\$ 4,404,138	\$ 4,380,013	\$ 3,050,957	\$ 4,541,669	\$ 5,599,252	
Annual CIP Allocation	2,353,774	2,702,995	4,269,299	2,374,128	2,098,804	3,883,739	
Capacity Charges	360,000	374,400	389,376	404,951	421,149	437,995	
FEMA Reimbursement				659,422			
Total	6,157,493	7,481,533	9,038,688	6,489,458	7,061,623	9,920,987	
Less:							
Capital Improvement Projects	(2,713,774)	(3,077,395)	(4,658,675)	(2,779,079)	(2,519,953)	(4,321,734)	
Transfer from Undesignated Reserves to O&M	960,419	(24,125)	(1,329,056)	831,290	1,057,583	(504,259)	
Total Expenditures	(1,753,355)	(3,101,520)	(5,987,731)	(1,947,789)	(1,462,370)	(4,825,993)	
Less Board Designated Reserves:							
Operations & Maintenance Reserve (3 Months Operations)	1,597,753	1,826,640	1,942,000	2,047,000	2,193,000	2,332,000	
Rate Stabilization Reserve	722,518	806,913	790,000	840,000	900,000	950,000	
CIP Reserve	930,000	980,000	1,010,000	1,070,000	1,120,000	1,170,000	
Total Board Designated Reserves	3,250,271	3,613,553	3,742,000	3,957,000	4,213,000	4,452,000	
Undesignated Reserves available for Capital Improvement Plan	\$ 1,153,867	\$ 766,460	\$ (691,043)	\$ 584,669	\$ 1,386,252	\$ 642,993	

# Questions and Discussion







2025-2026  
**PROPOSED** ANNUAL BUDGET  
RESOLUTIONS NO. 250601 & 250602



Valley of the Moon  
Water District

Board of Directors

Gary Bryant, President  
Steven Caniglia, Vice President  
Jon Foreman, Director  
Steve Rogers, Director  
Colleen Yudin-Cowan, Director

Staff

General Manager – Matt Fullner  
Water System Manager – Clayton Church  
Administration Manager – Amanda Hudson  
Finance Manager – Oscar Madrigal  
District Counsel – Burke, Williams & Sorensen, LLP  
District Auditor – Harshwal, LLP

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## *I. Introduction to Valley of the Moon Water District*

### *A. History*

Valley of the Moon Water District (District) was formed in 1960 through a special election under Water Code Section 30000 et seq. for the primary purpose of providing a dependable supply of potable water in the Valley of the Moon.

The service area covers approximately 7,545 acres and includes the unincorporated communities of Agua Caliente, Boyes Hot Springs, El Verano, Fetters Hot Springs, Glen Ellen, Eldridge, and the Temelec subdivision of Sonoma County.

The District began operations on June 1, 1962, with the acquisition of the assets of Sonoma Water and Irrigation Company and the Mountain Avenue Water System. In 1963, the District acquired the facilities of the Glen Ellen Water Company and annexed its service area.

Today, water is purchased from the Sonoma County Water Agency and delivered through an aqueduct running from the Russian River. The District also uses wells within the service area to augment its water supply.

District customers authorized the purchase and improvement of existing facilities and procurement of Russian River water through the Sonoma Aqueduct with \$1,250,000 of voter-approved 30-year General Obligation bonds, which were issued in 1962. All District assets, including land, water rights, water production, distribution, and storage facilities, are by law held in trust by the District for the benefit of all property owners and customers within the District.

### *B. Governing Board*

The Board of Directors of the Valley of the Moon Water District consists of five members who are elected officials. They each serve four-year terms, which are staggered with elections held during November of each even-numbered year.

The Board of Directors sets the overall goals for the District and the policies to accomplish those goals. The Board appoints a General Manager who is charged with carrying out the policy direction of the Board. The Board also appoints a Counsel, Auditor, and Board Secretary. All persons appointed to these positions serve at the pleasure of the Board. The Board performs its duties during regularly scheduled Board meetings held at 6:30 p.m. on the first Tuesday of each month. The Board may also schedule special meetings of the Board. The public is notified in advance of all regular and special meetings of the Board as well as any meetings of standing committees, as required by law.

The Board may appoint standing or ad hoc committees to assist it in developing policy. It may also confer with consultants or other experienced specialists in water resource management in determining appropriate policies for the District.

### *C. District Goals*

- Ensure ethical behavior in the conduct of District business.
- Openly conduct District business, providing information, reasons for decisions, and access to the decision-makers.
- Please refer to the District’s “2025-2026 Strategic Plan: Goals and Objectives Update”, included in this document as Exhibit A, for detailed goals and objectives.

## *II. Department Descriptions*

### *A. Board of Directors*

The Board of Directors oversees all District operations by hiring and setting goals for the General Manager. The five-member Board adopts policies to guide the General Manager and District staff in providing efficient and effective services to present and future District customers.

### *B. General Manager*

The General Manager is responsible for organizing, supervising, and directing activities of the District and carrying out policies set by the Board of Directors to ensure that efficient and effective services are provided through the approved policies and budget.

### *C. Administration*

The administrative staff consists of an Administration Manager, a full-time Administrative Specialist *or* Senior (Track A), and a full-time Administrative Specialist *or* Senior (Track B), for a total of three employees in the department.

Responsibilities of this group include customer services, office services, human resources, risk management, regulatory compliance, project administration, grant administration, public information, and Board administration.

Customer Service: Billing, payments, conservation, and responding to water service-related inquiries.

Office Services: Correspondence, purchase orders, file maintenance/archiving, and meeting/travel coordination.

Human Resources: Monitor employee agreements/compliance to agreements, recruitment, CalPERS, retirees, orientation of new hires, Workers Comp Administration, and employee evaluations.

Risk Management: Contracts and Insurance.

Compliance: Department of Water Resource Reporting, Urban Water Management Plan, Prop 218 Notices, Sanitation Reports, OSHA, and FEMA.

Project Administration: Request for Proposals writing & advertising, contract/agreement writing & review, notarization, contract compliance monitoring and file management, lien & retention management, quitclaim deeds, and recording.

Grant Administration: grant contract compliance and tracking, compiling of required reports, delineation of District and contractor billing, and grant agency communications.

Public Information: Public notices, newsletters, website management, social media, news releases, and annual Consumer Confidence Report.

Board Administration: Agenda preparation, staff reports, minutes preparation, Public Official ethics, harassment, financial interest compliance, tracking & reporting.

#### *D. Finance*

The finance department consists of a Finance Manager and one full-time Accounting Specialist or Senior for a total of two employees in the department.

Responsibilities of this group include accounting and finance, budgeting & forecasting, and overlap in the areas of risk management, regulatory compliance, project administration, and customer service.

Accounting and finance: Accounts receivable, accounts payable, payroll, general ledger, financial statements, collections, audits, inventory, actuarial, monthly/annual/periodic/management reports & analysis, rates, budgets & forecasts.

Office Services: Correspondence, purchase orders, file maintenance/archiving, and meeting/travel coordination.

Risk Management: Contracts and Insurance.

Compliance: Department of Water Resource Reporting, Urban Water Management Plan, Prop 218 Notices, Sanitation Reports, OSHA, and FEMA.

Project Administration: Request for Proposals writing & advertising, contract/agreement writing & review, contract compliance monitoring, and file management.

Public Information: Provide input on the financial aspects of public notices, newsletters, news releases, and annual Consumer Confidence Report.

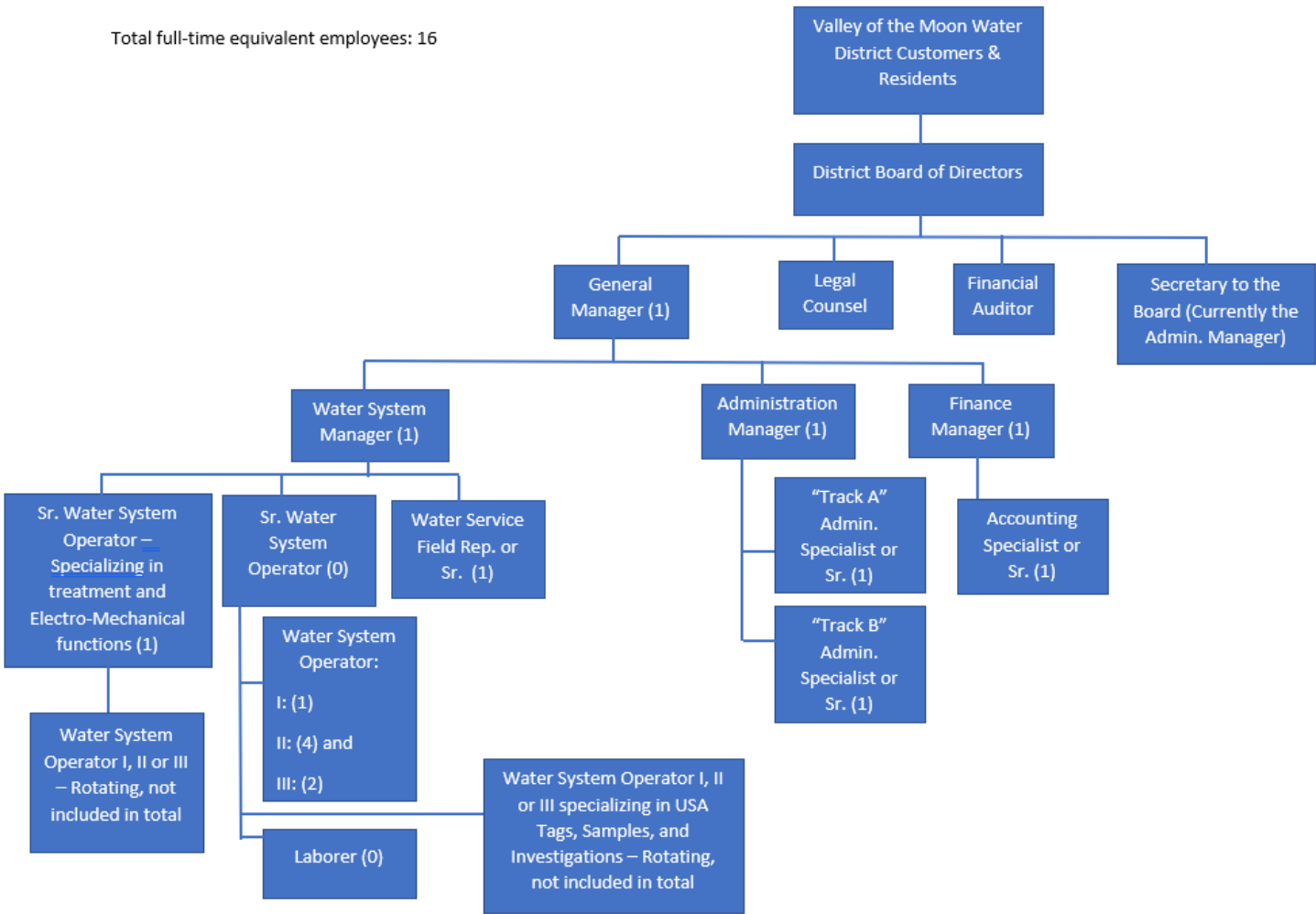
### *E. Operations & Maintenance*

The Operations and Maintenance Department consists of a Water System Manager, eight Water Distribution/Treatment System Operators, and one Field Services Representative.

The Water System Manager coordinates the operation and maintenance of a 24-hour water delivery system; plans, assigns, and directs personnel involved; trains employees in operations, procedures, and safety equipment; sets up and modifies the operating and preventive maintenance schedules; prepares requisitions for stock and material for operations and maintenance of plant and pipeline and in-house projects; participates in annual inventory; responds to, investigates, and resolves inquiries and complaints from public about water usage.

The primary responsibility of this department is to assure the uninterrupted delivery of water by locating and fixing leaks, flushing lines, repairing mains, operating wells, and replacing aging infrastructure. The department also monitors water quality, inspects construction projects in progress, performs preventive maintenance and repairs of all water system facilities, and performs building and ground maintenance of District facilities.

F. Organization Chart



### *III. Operations & Maintenance Budget*

#### *A. Operations & Maintenance Budget Description*

The total revenue for FY 2025-2026 is projected to be \$9,985,432 including \$224,858 in estimated interest earnings. The total O&M expenses are projected to be \$7,306,562. This represents a 14% increase over FY 2024-2025 budget (12% over year-end-actual estimates). Several planning cycles happen to align on the upcoming fiscal year, largely contributing to the greater than usual increase, including: Urban Water Management Plan, Local Hazard Mitigation Plan, union MOU renewal cycle, and the leak detection survey cycle. Total revenue less Operations & Maintenance (O&M) expenses is projected to be \$2,678,870 all of which will be transferred to the capital improvement plan (CIP) leaving a small projected deficit of \$24,125 by the end of the fiscal year. The remainder of the CIP budget is funded by a transfer of capacity fees in the amount of \$374,400.

The operating revenue (water rates and service charge) for FY 2025-2026 is projected to be \$9,682,951. This is an increase of \$224,825.50 from the FY 2024-2025 year-end estimated operating revenue and represents a 4% rate increase and no additional rebound in water sales following the drought. The operating revenue projection is also based on the 2022 Rate Study carried out by NBS, and inclusive of the rate passthrough from FY 2023-2024 as a result of the larger than anticipated wholesale rate increase from Sonoma Water.

The net position of the O&M Budget at the end of FY 2025-2026 is anticipated to be (\$24,125) (negative) which will be covered by the CIP reserve if realized.



B. 2025-2026 Operations & Maintenance Budget Display

Valley of the Moon Water District Proposed Budget FY 2025-2026						
	Approved Budget	Estimated Year End Actual	Proposed Budget			
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end actual	Forecasting Notes & Significant Changes for 2025-2026
<b>Revenues</b>						
Interest Income	\$ 155,805	\$ 239,082	\$ 224,858	44%	-6%	
Gain on Sale of Assets	-	-	-	0%	0%	
Operating Revenue	8,436,790	9,458,126	9,682,951	15%	2%	
Backflow Testing Revenue	51,596	\$ 46,356	51,596			
Customer Penalties & Fees	23,640	\$ 47,960	23,640	0%	-51%	
Misc. Income	12,000	\$ 36,141	12,000	0%	-67%	
Leak Adjustments	(9,613)	\$ (9,767)	(9,613)			
<b>Total Revenue</b>	<b>8,670,218</b>	<b>9,817,897</b>	<b>9,985,432</b>			
<b>Expenses</b>						
<b>Salaries:</b>						
O&M - Operating Wages	1,105,430	977,137	1,167,868	6%	20%	
Stand-By	35,371	34,778	35,354	0%	2%	

Valley of the Moon Water District Proposed Budget FY 2025-2026	Approved Budget	Estimated Year End Actual	Proposed Budget			
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end actual	Forecasting Notes & Significant Changes for 2025-2026

<b>Net O&amp;M Operating Wages</b>	<b>1,140,801</b>	<b>1,011,915</b>	<b>1,203,222</b>	5%	19%	
Administration	768,149	745,583	834,827	9%	12%	
<b>Total Salaries</b>	<b>1,908,949</b>	<b>1,757,497</b>	<b>2,038,048</b>	7%	16%	
<b>Weighted Wages Transferred to Capital Projects</b>	<b>(477,237)</b>	<b>(439,374)</b>	<b>(509,512)</b>	7%	16%	
<b>Net Operating Wages</b>	<b>1,431,712</b>	<b>1,318,123</b>	<b>1,528,536</b>	7%	16%	<i>Net Wages used to calculate Net Position</i>
<b>Benefits:</b>						
O&M - Operating & Maintenance	243,149	246,584	260,745	7%	6%	Based on actual employee enrollment
Administration	128,662	128,580	140,000	9%	9%	Based on actual employee enrollment
Retirees	65,917	64,013	69,268	5%	8%	Based on active retiree health plans
<b>Total Benefits</b>	<b>437,727</b>	<b>439,176</b>	<b>470,013</b>	7%	7%	
<b>Mandatory Costs</b>						
<b>Workers Comp:</b>						
Operating & Maintenance	39,683	28,341	41,875	6%	48%	Confirmed rate with ACWA/JPIA
Acct/Administration	5,774	4,295	6,234	8%	45%	Confirmed rate with ACWA/JPIA

Valley of the Moon Water District Proposed Budget FY 2025-2026	Approved Budget	Estimated Year End Actual	Proposed Budget			
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end actual	Forecasting Notes & Significant Changes for 2025-2026

<b>FICA/Medicare:</b>						
Operating & Maintenance	86,353	82,745	91,128	6%	10%	Proportionately to salaries.
Administration	54,759	49,968	59,563	9%	19%	Proportionately to salaries.
<b>District Portion/Retirement:</b>						
Operating & Maintenance	96,880	94,580	102,581	6%	8%	Proportionately to salaries.
Administration	83,438	82,188	89,748	8%	9%	Proportionately to salaries.
						The District will save 3% by prepaying in July 2025 as a lump sum.
CalPERS Accrued Liability	272,276	271,613	311,936	15%	15%	
<b>Total Mandatory Costs</b>	<b>639,164</b>	<b>613,729</b>	<b>703,064</b>			
<b>Travel &amp; Training</b>						
Operating & Maintenance	13,985	13,985	14,192	1%	1%	Includes WSM at AWWA
Administration	11,007	11,007	8,735	-21%	-21%	Includes GM at ACWA
<b>Total Travel &amp; Training</b>	<b>24,992</b>	<b>24,992</b>	<b>22,927</b>			
<b>Board of Directors:</b>						
Meeting Compensation	24,109	19,129	19,440	-19%	2%	Includes COLA
Travel & Training	4,111	3,854	3,704	-10%	-4%	
<b>Total Board Expenses</b>	<b>28,220</b>	<b>22,983</b>	<b>23,144</b>			

Valley of the Moon Water  
District Proposed Budget FY  
2025-2026

Approved  
Budget

Estimated  
Year End  
Actual

Proposed  
Budget

2024-2025

2024-2025

2025-2026

% change  
from previous  
budget

% change  
from  
estimated  
year end  
actual

Forecasting Notes & Significant  
Changes for 2025-2026

**Purchased Water**

Purchased Water

2,488,078

2,838,078

2,826,468

14%

0%

GSA Fee

15,000

15,384

21,422

43%

39%

Sonoma Valley Groundwater  
Sustainability Agency (Estimated Fee)

**Total Purchased Water**

**2,503,078**

**2,853,462**

**2,847,890**

14%

0%

**Services & Supplies**

Safety & Clothing Allowance

12,534

12,499

16,398

31%

31%

Vehicle Maintenance

16,099

15,786

17,130

6%

9%

3-year average actual.

Election Costs

62,203

32,397

-

Employee Relations

5,493

5,309

5,823

6%

10%

Legal Fees

73,935

73,071

82,031

11%

12%

Includes only base this year.

SDC Expenses

30,000

25,547

82,160

174%

222%

Includes Legal expenses for SDC.  
Includes Legal expenses for HR and  
MOU.

HR Expenses

5,163

5,001

77,025

1392%

1440%

Engineering General Support

3,955

3,500

2,708

-32%

-23%

Advertising

1,033

1,033

1,027

-1%

-1%

Outside Services

35,025

32,650

79,148

126%

142%

This account offsets the backflow  
testing revenue account

Outside Services BackFlow

51,596

45,135

51,596

Annual Audit

21,323

22,596

22,270

4%

-1%

Bad Debts/Collections

13,788

17,961

17,479

27%

-3%

Building MTNC.

9,825

9,348

44,157

349%

372%

Valley of the Moon Water District Proposed Budget FY 2025-2026	Approved Budget	Estimated Year End Actual	Proposed Budget			
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end actual	Forecasting Notes & Significant Changes for 2025-2026
Annual Audit	21,323	22,596	22,270	4%	-1%	
Bad Debts/Collections	13,788	17,961	17,479	27%	-3%	
Building MTNC.	9,825	9,348	44,157	349%	372%	
Dues and Subscriptions	29,206	32,370	29,504	1%	-9%	
Equipment MTNC./Repairs	25,157	29,451	25,023	-1%	-15%	
Fees (County/State)	74,975	84,475	74,963	0%	-11%	
Fuel	38,550	34,884	31,717	-18%	-9%	
Bank Charges	18,585	20,313	14,397	-23%	-29%	
Liability Ins. (Incl. Losses)	104,280	99,537	109,135	5%	10%	
Postage	26,600	23,751	26,600	0%	12%	
Public Information	5,567	4,384	16,268	192%	271%	Cross Connection Control Handbook customer outreach
Service Contracts	82,124	72,432	94,780	15%	31%	
Office Supplies	9,043	8,777	16,951	87%	93%	
Telephone-Internet	18,444	22,004	21,681	18%	-1%	
Small Tools & Equipment	28,612	30,023	30,932	8%	3%	
Trash Disposal	7,046	7,182	7,222	2%	1%	
Utilities - PG&E	210,044	178,913	199,244	-5%	11%	
Professional Services	111,060	85,750	200,187	80%	133%	Includes AWSDA, LHMP, UWMP.

Valley of the Moon Water  
District Proposed Budget FY  
2025-2026

	Approved Budget	Estimated Year End Actual	Proposed Budget			
	2024-2025	2024-2025	2025-2026	% change from previous budget	% change from estimated year end actual	Forecasting Notes & Significant Changes for 2025-2026
Water Testing	46,271	53,193	46,925	1%	-12%	
Water Main Maintenance	51,162	45,617	38,831	-24%	-15%	Budgeted on average.
Service Line Maintenance	11,315	10,178	11,255	-1%	11%	Budgeted on average.
Hydrant Repairs	4,394	4,329	2,054	-53%	-53%	Budgeted on average.
Misc. System Maintenance	5,525	7,800	5,674	3%	-27%	Budgeted on average.
Wells Maintenance	20,777	19,019	39,446	90%	107%	
Pump Maintenance	11,364	11,939	28,360	150%	138%	Budgeted on average.
Storage Tank Maintenance	12,906	11,818	63,674	393%	439%	Budgeted on average.
						Includes Leak detection Survey which was pushed back a year.
Water Conservation Program	28,084	28,127	74,166	164%	164%	
Equipment Replacement	3,057	3,147	3,047	0%	-3%	
Total Services & Supplies	1,326,120	1,231,240	1,710,987	29%	39%	
Total Expenses	6,391,013	6,503,704	7,306,562	14%	12%	
<b>Revenues Less Expenses</b>	<b>2,279,205</b>	<b>3,314,193</b>	<b>2,678,870</b>	18%	-19%	
O&M Allocation to CIP	(2,069,401)	(2,353,774)	(2,702,995)			
<b>Net Position</b>	<b>209,804</b>	<b>960,419</b>	<b>(24,125)</b>			

#### IV. Account Descriptions:

Purchased Water: Water purchased from the Sonoma County Water Agency and leased wells.

GSA Fee: Sonoma Valley Groundwater Sustainability Agency groundwater extraction fees for District wells within the GSA boundary.

Safety & Clothing Allowance: Personal protection and safety equipment, and personnel clothing allowance.

Vehicle Maintenance: All repair and maintenance costs to District vehicles, including SMOG tests and certification, tire repair/replacement, and lube and oil changes, as necessary.

Election Costs: Costs incurred by the District for the election of Directors.

Employee Relations: Expenses related to improving employee relations and team building.

Legal Fees: Attorney fees for service.

SDC Expense: Expenses related to the District's involvement of the water supply and distribution system redevelopment at the former Sonoma Developmental Center (SDC)

HR Expense: Human resources expenses which are sensitive in nature.

Engineering General Support: Includes updates to hydraulic modeling and non-CIP specific services.

Advertising: Public hearings, meetings, legal notices, employment openings.

Outside Services: Alarm monitoring, answering service, billing service, janitorial, landscaping, tree trimming, pest control services, annual weed abatement at District-owned properties, and Underground Service Alert services.

Outside Services Backflow: Backflow prevention device testing district wide. The Backflow Testing Revenue account offsets this account.

Annual Audit: Annual financial statement audit and periodic consultation with the District auditor.

Bad Debts/Collections: All uncollectible closed customer accounts that are sent for collection. If collection is made, an entry is made to offset the amount.

Building Maintenance: Maintenance and repairs to District-owned facilities.

Leak Adjustments: District leak adjustment policy.

Dues and Subscriptions: Water-related association and organization memberships.

Equipment Maintenance & Repairs: All maintenance to equipment other than vehicles and buildings.

Fees (County/State): Any work done by the Drinking Water Program is charged to the District at an hourly rate. Also includes Hazardous Materials Program fees assessed by the Sonoma County Emergency Services, LAFCO annual fees, annual sewer fees, and miscellaneous permits.

Fuel: Fuel for District vehicles including backhoes and various pieces of equipment.

Bank Charges: Fees for direct deposit, stop payments, and wire transfers.

Liability Insurance: Insurance for District-owned facilities, including all buildings and structures, and covers liability claims relating to District operations.

Postage: Postage for District correspondence and customer billing.

Public Information: Materials and services including Proposition 218 notification, annual water quality report, and billing inserts.

Service Contracts: Maintenance for handheld meter reader devices, copier and printer equipment, computer system software, maintenance, and updates.

Office Supplies: All supplies required for the operation of the District.

Telephone-Internet: All telephone charges including cellular phones, data, and internet.

Small Tools & Equipment: Small tools, new and replacement.

Trash Disposal: Weekly garbage pick-up and disposal.

Utilities – PG&E: Gas and electricity for office, corporation building, pumps, and booster stations.

Professional Services: All non-engineering professional services, including but not limited to the Urban Water Management Plan required every five years, rate studies, etc.

Water Testing: Water is tested from various locations throughout the District weekly. There are additional tests required periodically throughout the year.

Water Main Maintenance: Materials used in the repair and maintenance of main lines.

Service Line Maintenance: Materials used in the repair of service lines connecting mains to customer meters.



Misc. System Expenses: Includes materials other than to repair water mains and service lines.

Wells Maintenance: Materials used in the repair and maintenance of wells.

Pump Maintenance: Materials used in the repairs and maintenance of pumping equipment.

Storage Tank Maintenance: Materials used in the repairs and maintenance of storage tanks.

Water Conservation Program: Water-conserving devices, educational programs, and compliance with the Best Management Practices (BMP).

Interest Expense: Interest for loans.

Equipment Replacement: Fixed assets \$5,000 and under.

## *V. Capital Improvement Plan*

### *A. Capital Improvement Plan Description*

The District's five-year Capital Improvement Plan (CIP) is updated annually. The updated CIP covers fiscal years 2025-2026 through 2029-2030. The basis for the plan is "The Water Master Plan and Capital Improvement Plan Update" by EKI, February 2025, the "Energy Evaluation and Prioritized Pump Replacement Plan" prepared by STEA, February 2024, and capital projects and purchases known to be a priority at the time of the creation of this budget.

Resolution No. 250602 authorizes the budget for the first year of CIP (FY 2025-2026) for \$3,910,348 of which \$832,954 is rollover funded by FY 2024-2025 (or an earlier fiscal year) and \$3,077,395 is new CIP. The largest projects contributing to the high level of rollover funding are: the completion of the new Park Avenue well, the completion of the seismic vulnerability study, and the purchase of the spare generator. All of these projects are well underway and will not require significant staff time in FY 2025-2026 to complete. The projected CIP needs for fiscal years 2026-2027 through 2029-2030 have been reviewed by the Board and are considered best estimates at this time.

Significant projects in the CIP for FY 2025-2026 include:

- Finalizing the seismic vulnerability assessment
- The second phase of the water plant and transmission system OPC for the SDC site
- Beginning the Altamira Fire Flow Improvement project
- Finalizing the Park Avenue Well outfitting; and
- The recoating of the two Bolli tanks (400,000 gallons each)

B. 2025-2026 Capital Improvement Plan Display

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
<b>Facilities and Maintenance Projects</b>									
CIP-3014	Craig Well Tow-Behind Generator	This generator will be necessary to maintain consistent system performance during PSPSs and emergencies.	-	-	-	-	81,130	-	-
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.	-	110,793	110,793	57,971	59,495	61,060	62,666
CIP-6001	New Services	Customer pays 100%.	-	-	-	-	-	-	-
CIP-6004	All Service Replacements	All service replacements combined.	-	59,000	59,000	59,000	59,000	59,000	59,000
CIP-8100	Valve Replacement Program	Valve replacement for system reliability and control.	-	59,000	59,000	59,000	59,000	59,000	59,000

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
CIP-9300	Meter Replacement Program	Fiscal year 2025/26 represents replacing the AMI servers to keep the existing system operational. Beginning in year FY2028/29, the district will pilot a new AMI system and begin replacing all meters and end-points in subsequent years.	-	180,000	180,000	-	-	300,000	1,139,378
CIP-3047	Seismic Vulnerability Assessment (LHMP)	From LHMP. District to pay 100% of assessment. District will seek FEMA grant funds for resulting projects.	220,000	-	220,000	-	-	-	-

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Replace Vac Truck	The Vac trucks are critical emergency and leak response vehicles. It is important to replace them while they are still very reliable (est. 15 years). F600 with new or rebuilt pacific tech.	-	-	-	210,802	-	-	-
TBD	Small Dump Truck Replacement	Move to Diesel	-	77,025	77,025	-	-	-	-
TBD	Replace Small Ranger	Buy a used Chevy Bolt (or like), include computer, light, radio, megaphone	-	35,945	35,945	-	-	-	-
TBD	WSM EV	Buy a used Chevy Bolt (or like), radio only	-	-	-	-	32,452	-	-

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Facility assessment and cameras replace all/ same brand	Year 1 system-wide security assessment. Year 2 equipment upgrades (\$50K place holder, actual cost TBD)	-	20,540	20,540	52,701	-	-	-
CIP-3053	Spare Generator purchase	In case of faillure in generator (The District operates many older generators that may fail at any time).	97,048	7,189	104,237	-	-	-	-
CIP-2991	GPS Facilities	Finish GPSing the meters and valves. Assumes \$50 per location.	-	30,000	30,000	35,000	40,000	-	-
CIP-3057	1-1/2 & 2" PB service line replacement	Re-evaluate after first year for future funding.	-	30,000	30,000	-	-	-	-
TBD	Electric Forklift	6,000 LB capacity with pneumatic tires	-	-	-	-	-	-	76,338

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
CIP-3060	SDC Evalution	Evalute water treatment plant and transmission systems for needed upgrades and provide OPC for construction.	125,000	287,560	412,560	-	-	-	-
P-29	District Metered Area 2 (PZ-1G)	Install new 8-inch PRV station with flow metering at the intersection of Kearney Avenue and Agua Caliente Road, and new 12-inch PRV stations with flow metering (1) on West Agua Caliente Road east of the roundabout (2) on Highway 12 between Vailetti Drive and Sunnyside Avenue to create new pressure zone 1G in the Agua Caliente Knolls area.	-	-	-	181,817	808,594	-	-

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Temelec Tank Road	Grade and pave tank road and repave tank rings	-	-	-	263,503	-	-	-
TBD	Placeholder	vehicles/equipment etc.	-	-	-	-	270,433	277,545	284,844
<b>Total Facilities and Maintenance Projects</b>			<b>442,048</b>	<b>897,052</b>	<b>1,339,099</b>	<b>919,792</b>	<b>1,410,103</b>	<b>756,605</b>	<b>1,681,226</b>
Pipeline Projects									
CIP-3022	WMP: P-7. Altamira Middle School Fire Flow Improvement and P-31 Arnold Drive and Agua Caliente Road Roundabout 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. Replace existing 8-inch ACP	40,000	1,084,021	1,124,021	3,129,900	-	-	-

		water mains with new 12-inch PVC water mains and relocate the existing Hannah Lower PRV out of the center of the new roundabout.							
Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
CIP-3023	WMP: P-8. Upper Sobre Vista Fire Flow Improvement	Replace existing 6-inch PVC and HDPE water mains with new 8-inch PVC water mains, and replace two existing fire hydrants.	-	-	-	158,102	843,750	-	-
P-17 (2)	Eldridge Fire Flow Improvement	Replace existing 4-inch ACP water mains with new 8-inch PVC water mains, replace 49 existing service connections, and replace three existing fire hydrants in the Eldridge area. Abandon the 4-inch ACP water main on Madrone Avenue	-	-	-	-	444,591	1,140,599	1,170,597



		and reconnect services to existing 8-inch water main. This project has been identified as high priority due to the condition of the ACP water mains in this zone.							
Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
CIP-3020	WMP: P-4. Warm Springs Road Fire Flow Improvement	Replace existing 6-inch PVC, ACP, and DIP water mains with new 8-inch and 10-inch PVC water mains, replace 47 existing service connections, and replace four existing fire hydrants.	-	-	-	-	-	-	592,590
TBD	Oleander Hill - Steel Pipe	Replace or abandon steel pipe.	-	-	-	59,000	-	-	-
TBD	Richards - Steel Pipe	Replace or abandon steel pipe.	-	-	-	-	59,000	-	-
TBD	Carmel - Steel Pipe	Replace or abandon steel pipe.	-	-	-	-	-	59,000	-
P-20 (3)	Lomita Avenue Commercial Fire Flow Improvement	Replace existing 6-inch ACP water main with new 12-PVC water main along Lomita	-	48,783	48,783	247,060	-	-	-

		Avenue, replace two service connections, and replace one hydrant.							
Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
Total Pipeline Projects			40,000	1,132,803	1,172,803	3,594,061	1,347,341	1,199,599	1,763,187
Wells, Pumping, & Supply									
CIP-2989	Redrill Park	Drilled next to & operated with existing well. Develop a minimum 100gpm District owned Well.	325,906	-	325,906	-	-	-	-
CIP-3046	Pump Station Battery Wall - Hanna and Glen Ellen Boosters	A battery wall would operate the remote site during power outages unless a large power demand occurs (pump operation), in which case the Generator would power the site.	25,000	-	25,000	-	-	-	-

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
P-5B (1)	Chestnut BPS Upgrades Projects	Replace existing Chestnut BPS with two (2) 100-gpm domestic pumps and one (1) 1,000 gpm fire pump at 60 ft total dynamic head (TDH). Construction projected to occur in year 6 (not shown).	-	-	-	-	-	541,546	-
TBD	Glen Ellen Booster pump, VFD and check valve	Replace Softronics Slow Close system and include one new pump and motor.	-	41,080	41,080	-	-	-	-
TBD	Recommended in Energy Eval report 2024 - Agua Caliente well pump replacement	Replace well pump with high efficiency, add VFD, video well, replace column pipe & add sounding tube.	-	-	-	92,120	-	-	-
TBD	Replace Generator at AC Booster	This Generator is now 24 years old and is beginning to experience mechanical issues.	-	30,810	30,810	-	-	-	-

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Replacement of Donald Well	Replace aging well with new ASR capable on same property.	-	-	-	-	-	-	284,844
Placeholder	Future pump replacements	This will result in further projects from the 2024 Energy Evaluation report.	-	-	-	-	21,635	22,204	22,788
<b>Total Wells</b>			<b>350,906</b>	<b>71,890</b>	<b>422,796</b>	<b>92,120</b>	<b>21,635</b>	<b>563,749</b>	<b>307,632</b>
<b>Tanks</b>									
CIP- 3029	Bolli Tanks Recoating & Railing/Solar Retrofit	Original interior coating is failing. Good time to add the required handrails and add solar mounting brackets. Includes \$50K for two electric water mixers.	-	975,650	975,650	-	-	-	-
TBD	Tank Cleaning & Inspection	All tanks	-	-	-	52,701	-	-	-

Project #	Project	Improvement Description	CIP Roll Over	Proposed CIP	Total CIP Budget	2	3	4	5
			2024/25	2025/26	2025/26	2026/27	2027/28	2028/29	2029/30
TBD	Donald Tank Recoating	In keeping with schedule.	-	-	-	-	-	-	569,689
<b>Total Tanks</b>			-	975,650	975,650	52,701	-	-	569,689
		<b>Total</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>
		<b>Total Water System Improvements:</b>	<b>\$832,954</b>	<b>\$3,077,395</b>	<b>\$3,910,348</b>	<b>\$4,658,675</b>	<b>\$2,779,079</b>	<b>\$2,519,953</b>	<b>\$4,321,734</b>

VI. Board Designated Reserves and Forecasted Funds available for the Capital Improvement Plan

Valley of the Moon Water District	Forecasted Reserves					
	Estimated Year End Actual	Proposed Budget	Forecast	Forecast	Forecast	Forecast
	24-25	25-26	26-27	27-28	28-29	29-30
<b>Revenue:</b>						
Beginning Enterprise Fund Balance	\$ 3,443,719	\$ 4,404,138	\$ 4,380,013	\$ 3,050,957	\$ 4,541,669	\$ 5,599,252
Annual CIP Allocation	2,353,774	2,702,995	4,269,299	2,374,128	2,098,804	3,883,739
Capacity Charges	360,000	374,400	389,376	404,951	421,149	437,995
FEMA Reimbursement				659,422		
<b>Total</b>	<b>6,157,493</b>	<b>7,481,533</b>	<b>9,038,688</b>	<b>6,489,458</b>	<b>7,061,623</b>	<b>9,920,987</b>
<b>Less:</b>						
Capital Improvement Projects	(2,713,774)	(3,077,395)	(4,658,675)	(2,779,079)	(2,519,953)	(4,321,734)
Transfer from Undesignated Reserves to O&M	960,419	(24,125)	(1,329,056)	831,290	1,057,583	(504,259)
<b>Total Expenditures</b>	<b>(1,753,355)</b>	<b>(3,101,520)</b>	<b>(5,987,731)</b>	<b>(1,947,789)</b>	<b>(1,462,370)</b>	<b>(4,825,993)</b>
<b>Less Board Designated Reserves:</b>						
Operations & Maintenance Reserve (3 Months Operations)	1,597,753	1,826,640	1,942,000	2,047,000	2,193,000	2,332,000
Rate Stabilization Reserve	722,518	806,913	790,000	840,000	900,000	950,000
CIP Reserve	930,000	980,000	1,010,000	1,070,000	1,120,000	1,170,000
<b>Total Board Designated Reserves</b>	<b>3,250,271</b>	<b>3,613,553</b>	<b>3,742,000</b>	<b>3,957,000</b>	<b>4,213,000</b>	<b>4,452,000</b>
<b>Undesignated Reserves available for Capital Improvement Plan</b>	<b>\$ 1,153,867</b>	<b>\$ 766,460</b>	<b>\$(691,043)</b>	<b>\$ 584,669</b>	<b>\$ 1,386,252</b>	<b>\$ 642,993</b>

*A. Annual Revenue from Water Use and Service Charges:*

It is anticipated that the Board, through the annual budget process, will allocate funds each fiscal year to the Capital Improvement Plan (CIP) from revenues derived from water usage and service charges.

*B. Other Sources of Funds:*

Other capital improvement funds may be obtained from outside sources, such as Federal, State, or County grants, and/or loans. These funds can be budgeted only after such sources are “firmed up”. It is the policy of the District, that it will evaluate the use of loan funding, particularly for CIP projects, each year as part of its budget-making process.

Additional sources of funds include developer-funded projects. Often District water mains must be installed or upgraded as part of new development projects. These projects are not identified in the CIP as they are unknown at this time and are neutral in terms of income versus expense and result in contributed infrastructure. These projects are booked by the District at the project cost when completed and accepted then are reflected in the annual financial statement as “Contributions in Aid to Construction” and thereby become part of the District’s depreciable fixed assets.

Charges are also assessed at the time of connection for meters and service lines, fire hydrants, reduced pressure devices, and any other materials and features needed to be supplied by the District to accommodate the new connection. These charges compensate the District for actual cash outlays including associated labor and overhead. Income from these charges is not included in the budget but is booked at the time of receipt as “Contributions in Aid to Construction”.

VII. Enabling Documents

A. RESOLUTION NO. 250601

RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON WATER DISTRICT ADOPTING THE FISCAL YEAR 2025-2026 OPERATIONS AND MAINTENANCE BUDGET, BOARD DESIGNATED RESERVES AND DESIGNATING THE GENERAL MANAGER TO ACT AS TREASURER FOR THE DISTRICT

WHEREAS, the Valley of the Moon Water District (District) is required to adopt a final operations and maintenance (O&M) budget for the fiscal year 2025-2026; and

WHEREAS, In compliance with section 53607 of the Government Code, the General Manager will be considered the “Treasurer” of the District if so appointed by the Board of Directors annually.

WHEREAS, the Board of Directors of the District has created an ad hoc budget subcommittee and considered both a preliminary and final operations and maintenance budget; and

WHEREAS, the Board of Directors of the District set appropriate Board Designated Operating Reserve, Rate Stabilization Reserve, and Capital Reserve;

NOW, THEREFORE, BE IT RESOLVED that the final operations and maintenance budget packet in its entirety for fiscal year 2025-2026, Board Designated Operating Reserve, Rate Stabilization Reserve, and Capital Reserve levels made in accordance with the Reserve Policy are attached hereto and made a part hereof by reference and are hereby adopted and the General Manager is appointed as District Treasurer.

THIS RESOLUTION PASSED AND ADOPTED THIS 3<sup>RD</sup> DAY OF JUNE 2025, by the following votes:

Director Bryant	_____	By _____
Director Caniglia	_____	Board President
Director Rogers	_____	By _____
Director Yudin-Cowan	_____	Board Secretary
Director Foreman	_____	

Ayes: _____	Noes: _____	Absent: _____	Abstain: _____
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I HEREBY CERTIFY that the foregoing Resolution was duly adopted at a meeting of the Board of Directors of Valley of the Moon Water District, held on the 3<sup>rd</sup> day of June 2025, of which meeting all Directors were duly notified and at which meeting a quorum was present at all times and acting.

By \_\_\_\_\_  
Board Secretary



*B. RESOLUTION NO. 250602*

RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON WATER DISTRICT ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2025-2026 THROUGH 2029-2030 AND APPROVING FUNDS FOR FISCAL YEAR 2025-2026 CAPITAL IMPROVEMENT PLAN BUDGET

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*WHEREAS*, it is desirable for the Valley of the Moon Water District (District) to have a five-year capital improvement plan (CIP) to provide policy and procedural guidance for planning and accomplishing improvements to the District's water system and capital equipment; and

*WHEREAS*, staff has prepared such a CIP for the fiscal years 2025-2026 through 2029-2030, and presented it to the Board of Directors, with recommendation to adopt the same.

*NOW, THEREFORE, BE IT RESOLVED* that the CIP for the fiscal years 2025-2026 through 2029-2030, attached hereto and made a part hereof by reference is hereby adopted.

*BE IT FURTHER RESOLVED THAT* funding for fiscal year 2025-2026 CIP budget is hereby approved.

THIS RESOLUTION PASSED AND ADOPTED THIS 3<sup>RD</sup> DAY OF JUNE 2025, by the following votes:

Director Bryant	_____	By _____
Director Caniglia	_____	Board President
Director Foreman	_____	By _____
Director Yudin-Cowan	_____	Board Secretary
Director Rogers	_____	

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_

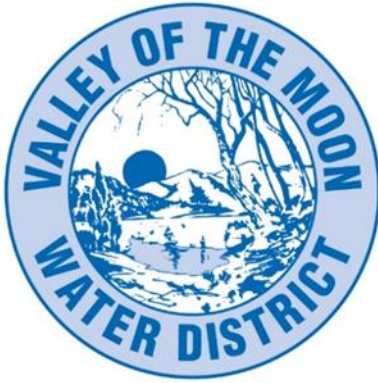
I HEREBY CERTIFY that the foregoing Resolution was duly adopted at a meeting of the Board of Directors of Valley of the Moon Water District, held on the 3<sup>rd</sup> day of June 2025, of which meeting all Directors were duly notified and at which meeting a quorum was present at all times and acting.

By \_\_\_\_\_  
Board Secretary

*VIII. Exhibits:*

*A. Exhibit A: “2025-2026 Strategic Plan: Goals and Objectives Update”*

Draft



# Valley of the Moon Water District

2025-2026 Strategic Plan: Goals and Objectives Update

## **Valley of the Moon Water District**

A Public Agency Established in 1962

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### **Board of Directors**

Gary Bryant – President

Steve Caniglia – Vice-President

Jon Foreman

Steve Rogers

Colleen Yudin-Cowan

### **Officers**

Matt Fullner – General Manager

Amanda Hudson – Secretary to the Board

Burke, Williams & Sorensen LLP – District Counsel

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## Issues of Concern

Current and emerging issues facing the District help shape the direction of our strategic planning and overall goals as a community water system. By identifying key challenges and developing a plan for overcoming them, the District will be well-positioned for continued, reliable service for future generations. Some of the key challenges currently facing the District include:

1. Historically high levels of inflation from 2020 to 2024 (over 22% cumulatively), rapidly increasing costs for many essentials including wholesale water, electricity, and fuel, and lower revenue due to State mandated water conservation, coupled with a rate structure that places little emphasis on conservation and which spreads some of the increased costs related to high water demand to lower water users.
2. The 2021/22 drought has caused sustained, unprecedented low water demand, resulting in lower revenue for the District and its wholesaler, Sonoma Water, and the resulting rate pressure placed on District customers
3. The loss of the SDC Water Treatment Plant and system capacity (the only large-scale local water supply available to help respond in emergencies involving a loss, or partial loss, of the Sonoma Water aqueduct)
4. Infrastructure:
  - a. Aging infrastructure and the required maintenance or replacement of items such as mains, service lines, wells, booster pump stations, and storage tanks
  - b. Undersized and inferior infrastructure and the needed upgrades to items like mains and booster pump stations (mainly for modern fire flow requirements)
5. Climate change affects the District in several ways including:
  - a. The need to explore renewable energy sources

- b. The growing risk of wildfire and extreme weather events and the need to harden District facilities against these threats Etc.
  - c. Possible future water supply uncertainty
- 6. Increasing regulations (CARB, BAAQMD, RWQCB, SWRCB, EPA, NPDES reporting, new/updated employment laws, new Cross Connection Control regulations, lead service line reporting, etc.) and the extra staff and consultant time needed to comply, and the resulting rate pressure placed on District customers

Needless to say, the majority of the above ‘issues of concern’ have a direct impact on costs. As a single enterprise organization, this places additional water rate pressures on the District’s customers.

## Context on Issues of Concern:

- Following the 2015 court ruling on tiered water rates in San Juan Capistrano, which found that water rates were unconstitutional if they did not reflect the actual cost of providing water service under Proposition 218, many water utilities, including the District, performed an overhaul of their rates and tier structures. Many of the District’s costs are related to State mandated water conservation, and capital projects that are needed to meet peak demand and fire flow. The majority of the District’s customers have dramatically reduced their water demand over the past several years, yet as a result of the ongoing need to ensure peak water demand and fire flow, coupled with rapidly increasing costs of wholesale water and energy, unprecedented recent inflation, and decline in overall revenue due to a reduction in water sales following two major droughts and the resultant “demand hardening”, that same group of customers has seen their water bills remain static or even increase. In order to address this issue, the Board of Directors wishes to explore ways to reallocate expenses among the tiered rates, including the possible addition of a tier based on needed CIP for high-demand users, mandated water conservation, or both. In spite of the foregoing, the District has a strong desire to keep rates stable (i.e. regular, small rate increases each year), and an additional tier in the rate structure, based on those costs, could be a way to achieve that goal.
- The SDC treatment plant (or a package plant at the same site) may be able to be brought back online once redevelopment starts on the 180-acre core campus. The District is assumed to be the water purveyor for the site and has been working diligently for years to understand the water system from surface water diversions to distribution. It is possible that redevelopment could begin as soon as one and a half years from now, but could also be delayed depending on local politics and citizens against development in the area. As a result of possible delays, other water sources (groundwater wells) will be evaluated as part of the District’s goal to increase readiness for a water outage from Sonoma Water.

- The District is a JPA member of the GSA and has a good working relationship with the GSA staff and Board. The District developed and provided a whitepaper to the GSA emphasizing conservation and metering above more expensive infrastructure as a means to reach sustainability more efficiently. At the same time, the District has been awarded a grant to study and construct two ASR wells, and while not complete, they are looking promising. The District hopes to use these wells to store wintertime water locally, for use later in the year, offsetting demand from the wholesaler when water availability could be restricted (in drought conditions). It would also strategically leave a pre-determined percentage of the water behind in the aquifer on each injection and recovery cycle for the overall benefit of the aquifer, and the District would like the GSA to be a financial partner in this effort.
- Regarding infrastructure, the District needs to become much more aggressive on water main replacement. The District owns nearly 100 miles of water main, and water main has about a 100-year lifespan. So the District needs to average about a mile of main replacement per year to stay ahead of the expected useful life of the mains it operates. Over the past decade, the District has averaged less than half a mile of main replacement per year. A compounding factor is that the District installed a large percentage of the existing infrastructure (about 50%) within the decade or so period following its formation in 1962. There is therefore a large amount of pipe that will age out at nearly the same time in the 2060s and 70s.
- In 2021 and 2022, the District carried out two staffing studies. The first focused on office and management staff and resulted in splitting the finance and administration manager into two positions one Finance manager and one Administration manager, as well as the creation of a “track B” administrative specialist, for a total of two additional office staff, and both were filled. This was in response to the increased load of government reporting, regulatory compliance, etc. that had led to a work overload in the office. The second focused on field staff and resulted in the theoretical creation of a laborer position (not filled), as well as increasing the number of operators back to the number the District had in the early 2010s. This was intended to help conduct certain in-house capital projects (which helps keep costs down), as well as provide a larger pool of qualified personnel to respond in emergencies, which increases system reliability. This has resulted in one additional operator being hired. The new staffing structure, combined with good pay and benefits for District employees, has worked very well, resulting in less turnover, higher quality of service for our customers, better emergency response, the ability to apply for and manage grants, and the ability to respond to the regulatory environment in a timely and proactive manner. This is all being done with about one less FTE than would typically be expected for a system with the number of connections that VOMWD has, according to AWWA Benchmarking statistics. This is all the more impressive when one considers the fact that VOMWD’s system is more complex and has more miles of main in operation than the average system with the same number of connections.

# Strategic Goals and Objectives

In order to address the Issues of Concern, the following Strategic Goals have been developed. These goals are in alignment with the District's Mission Statement and are designed to ensure that the District will have the ability to carry out its mission for future generations.

1. Financial Stability
2. Water Supply Resilience
3. Infrastructure Sustainability
4. Community Engagement
5. Environmental Stewardship
6. Organizational Efficiency

## Goal 1: Financial Stability

Maintaining financial stability is fundamental to ensuring that the District can continue to meet its obligations and provide reliable service to its customers. This goal aims to balance the need for fair and equitable rates with the pressures of rising operational costs, such as increasing wholesale water prices, energy costs, and inflation. The District will explore the implementation of a rate structure that minimizes the financial burden on low and moderate water users while addressing these escalating costs. Seeking external funding opportunities, such as state or federal grants, will be key to supporting capital projects, particularly those that focus on infrastructure upgrades and sustainability.

**Objective 1.1:** Aggressively seek a multi-tier rate structure that places an emphasis on conservation, and cost allocation to the appropriate water user in accordance with Prop 218 and related case law.

**Objective 1.2:** Actively seek state, federal, or regional funding opportunities (e.g., grants and low-interest loans) for capital projects, especially those related to infrastructure upgrades and sustainability initiatives.

**Objective 1.3:** Pursue innovative financial strategies, including investment and proactive management of pension unfunded accrued liability (UAL) to help stave off rate volatility in the future.

**Status:** The District is currently in year three of a five-year water rate plan implementation. Planning efforts for the next rate plan will, therefore, need to begin in the upcoming fiscal year, and the addition of a defensible multi-tier rate structure will be evaluated at that time. The District, with the assistance of its consultant EKI, successfully sought a \$3 million grant from DWR for the conversion of two wells to ASR. This is the first major grant awarded to the District, and it has been an excellent learning experience for staff. Following the conclusion of the District's seismic vulnerability assessment (currently underway), the District plans to use this knowledge and experience to seek

federal grants to address shortcomings found to harden against seismic vulnerabilities. Synergies will be sought to focus on areas of the water system that are both susceptible to seismic activity and are also in need of replacement due to fire flow requirements, age/condition, or both. However, since a large local match will be needed, and it is very likely that there will not be a 100% overlap of these needs, the District should plan to generate enough revenue to proactively replace water mains on a PAYGO basis. More expensive and rare projects such as pump station and water tank replacement will come about on a less regular basis. Low-interest loans, bonds, or grants should be sought in these scenarios.

## Goal 2: Water Supply Resilience

The District has a long-term goal of having enough local water supply, that it can last weeks (if not longer) without the normal supply of water from our wholesaler, Sonoma Water, or normal power supplied by PG&E. The success of this goal hinges on securing additional reliable, resilient, and ideally, sustainable water supplies for its customers, right here in the Sonoma Valley, and making sure each of those sources has a supply of backup power. This goal focuses on enhancing the District's water supply through both infrastructure improvements and strategic initiatives. A key objective is exploring the re-establishment of the SDC Water Treatment Plant or a similar system, which would provide enough local water capacity to bridge short to mid-term emergencies involving the loss of our wholesale water. Bringing the SDC Water Treatment Plant back online will be a long-term process. Therefore, the District will prioritize additional water capacity in the form of groundwater wells in the near term. The District owns or leases several wells in its service area already. There is also approximately 5.5 million gallons of water storage capacity within the District, plus the water stored by Sonoma Water. Therefore, in assessing the immediate need for capital expenditures on new well capacity, the District should conduct an analysis to determine the length of time the District could continue to serve its customers in the event of a water outage from Sonoma Water in various scenarios. This would be weighed by the Board when allocating funds for capital projects each year. Another significant strategy is the expansion of Aquifer Storage and Recovery (ASR) systems in collaboration with the Groundwater Sustainability Agency (GSA) and Sonoma Water, ensuring the District can store surplus water during wet periods for future use during droughts. Additionally, maintaining proactive water conservation efforts is essential to ensure long-term sustainability and reduce external water dependencies.

**Objective 2.1:** Explore opportunities for re-establishing the SDC Water Treatment Plant to boost local water capacity for emergency situations.

**Objective 2.2:** Understanding that the reestablishment of the SDC water treatment plant is a long-term goal, focus on the development of local groundwater supplies in the near term.

**Objective 2.2 (a):** Assess the immediate need for capital expenditure on the development of additional groundwater sources by conducting an analysis of current local production capabilities and local water storage in various scenarios.



**Objective 2.3:** Ensure that all new and existing sources of water have sufficient backup power to help bridge the gap during power outages or public safety power shutoffs (PSPSs).

**Objective 2.4:** Implement and expand Aquifer Storage and Recovery (ASR) systems in collaboration with the Groundwater Sustainability Agency (GSA) and Sonoma Water, to store water during wet periods for future use during droughts.

**Objective 2.5:** Continue to engage in proactive water conservation programs to maintain long-term water availability and reduce customer dependency on external water sources through participation in organizations like CalWEP and SMSWP.

**Status:** The District is still in a precarious position with respect to water supply resiliency under certain circumstances, especially those involving the loss, or partial loss, of the wholesale water system operated by Sonoma Water. It has therefore, dedicated staff time and funds to communicating with the County, State, and likely Developer of the former SDC property, on the resurrection of the water sources on the site and has also initiated an assessment of the site's water infrastructure components in an effort to provide opinion of probable cost (OPC) figures to be used in the redevelopment of the site's water infrastructure. Furthermore, two District-owned wells are being studied and outfitted for ASR which will help ensure there is water available locally from them in an emergency, and the District plans to bring an additional leased well online this year.

## Goal 3: Infrastructure Sustainability

A strong, reliable infrastructure is essential for delivering consistent, high-quality water to our customers. This goal underscores the need to enhance the District's physical assets and modernize aging systems. A key priority is accelerating the replacement of outdated water mains, with a target of replacing one mile per year. This effort will focus on the most vulnerable sections of the system that are at risk of failure. Additionally, upgrading undersized infrastructure to meet modern fire flow and emergency response standards is crucial for ensuring public safety. The District will also maintain a comprehensive Water Master Plan to monitor the condition of infrastructure, ensuring that maintenance and replacement efforts are effectively prioritized. The District is also dedicated to the continued incorporation of advanced technologies (such as maintenance management system, or "MMS", Automated Metering Infrastructure "AMI", and Artificial Intelligence "AI") into its Information Technology infrastructure to maximize efficiencies wherever possible.

**Objective 3.1:** Aggressively increase the rate of water main replacement to one mile per year, prioritizing sections of the system that are aging and at risk of failure.

**Objective 3.2:** Upgrade undersized infrastructure to meet modern fire flow and emergency response standards, especially for booster pump stations and key distribution mains.

**Objective 3.3** Continue evaluating ways to harden remote structures (such as well houses, booster stations, and tank sites) against the threat of wildfire, extreme weather events, and seismic activity.

**Objective 3.4:** Maintain a comprehensive Water Master Plan (WMP) to prioritize maintenance and replacement activities, incorporating advanced technologies (MMS, AMI, AI, etc.) for monitoring the condition of infrastructure and maximizing efficiency.

**Status:** Some progress has been made in this area by the District, but there is still room for improvement. AMI and MMS systems are in place and in daily use by District staff, and important records have been digitized for the systems. In early 2025, the District completed an update to its 2019 WMP, focusing on the prioritized capital improvement list. Some key fire flow upgrades have been made in the system, most recently in Glen Ellen and Chestnut. In spite of these strides in the right direction, however, water main replacement remains anemic, at less than half a mile on average per year. Also, staff has begun using AI where possible, however, it is anticipated that this area will grow rapidly over the next several years, opening up new opportunities and efficiencies for the District.

## Goal 4: Community Engagement

Effective community engagement is essential for fostering transparency, building trust, and ensuring that residents are informed about critical water issues. This goal focuses on strengthening the District's communication efforts, promoting public involvement, and ensuring that the community is engaged in discussions about water conservation, infrastructure, and regulatory changes. By creating opportunities for open dialogue and collaboration, the District will better understand the needs and concerns of its customers while empowering them to be active participants in sustainable water management.

- **Objective 4.1:** Foster open communication through regular community outreach, such as speaking with community groups, newsletters, social media communication, and direct email and text messaging to keep residents informed about key issues like emergencies, water conservation, infrastructure projects, and regulatory impacts.
- **Objective 4.2:** Continue to build partnerships with local organizations, schools, and community groups to promote water conservation education and encourage sustainable water practices at the grassroots level through involvement in the SMSWP.
- **Objective 4.3:** Establish effective channels for feedback such as open public comment periods at regular Board meetings, ensuring that residents can voice their concerns, ask questions, and provide input on the District's operations, policies, and priorities.

**Status:** The District is a member and active participant in the Sonoma Marin Saving Water Partnership (SMSWP), which helps its members communicate effectively to constituents about water conservation, drought response, and sustainable gardening practices. The District is also active on its social media pages and website, where it provides news, budgets, planning documents, water quality data, etc. The District's Board and staff are also very effective at communicating with the public in a transparent way, addressing concerns, and adjusting policy

when needed. In an effort to ensure timely dissemination of accurate information, the District is also continually seeking current email addresses from its customers. Some examples of the kind of information shared via email include: leak alerts, emergency notifications, and account-specific communications.

## Goal 5: Environmental Stewardship

Environmental stewardship is essential to the District's long-term sustainability and its role in safeguarding vital water resources. This goal focuses on reducing the environmental impact of District operations through innovative technologies and sustainable practices. For example, the District will explore the integration of In-Pipe Micro-Hydro Generators (IPMHG) to harness energy from existing water flows, improve energy efficiency, and support renewable energy efforts alongside solar power generation and battery storage. Additionally, the District will continue to prioritize fleet electrification to reduce carbon emissions and operational costs. By incorporating these strategies and expanding sustainability efforts, the District will ensure that its water management practices contribute positively to both the environment and the community. While complete carbon neutrality may not be possible given the nature of water delivery, there are steps that can be taken to minimize emissions and offset the power demands of the District's operations.

### Objectives:

- **Objective 5.1:** Explore, and possibly implement In-Pipe Micro-Hydro Generators (IPMHG) in the District's infrastructure to generate renewable energy from water flows, reducing reliance on external power sources and contributing to the District's overall energy efficiency alongside solar power generation and battery storage.
- **Objective 5.2:** Advance fleet electrification by transitioning the District's equipment and vehicle fleet to electric where possible, reducing greenhouse gas emissions and promoting a sustainable approach to District operations.
- **Objective 5.3:** Continue to promote water conservation, adopt sustainable practices in daily operations, and collaborate with regional entities and stakeholders (such as the SMSWP and CalWEP) to support long-term environmental and water resource sustainability.

**Status:** In 2023, the District installed a large solar array which has had the effect of offsetting some power demand in the system. The District's first electric vehicle (EV) has also been purchased, taking advantage of the power generation. Every storage tank in the system which also acts as a hub for the District's SCADA telemetry, has had a small solar array and battery backup installed. This has not only removed the power demand of those sites from the system, but it has also increased system reliability by making the power demand at the site independent of the power grid, which can be susceptible to outages and PSPSs.

During the 2021/2022 drought, the District implemented its water shortage contingency plan and began messaging to customers about the need to conserve water. The District's customers responded extremely well, conserving as much as 40% in some months compared to the same period in previous years. There is still a lot of room for progress on this goal, including maintaining and improving current water conservation messaging, the addition of new power generation capacity, and further fleet electrification.

## Goal 6: Organizational Efficiency

In an ever-evolving regulatory environment, ensuring compliance with local, state, and federal guidelines is critical for the District's operations. This goal emphasizes the importance of proactively adhering to increasingly complex regulatory requirements, such as those set by the California Air Resources Board (CARB), the Bay Area Air Quality Management District (BAAQMD), State Water Resources Control Board (SWRCB) and the U.S. Environmental Protection Agency (EPA). To maintain compliance, the District has prioritized adequate resources for monitoring and reporting and will continue to evaluate these needs on an ongoing basis. Alongside this, organizational efficiency has been a focal point: the District has optimized staffing structures to ensure it can meet its regulatory obligations without overburdening internal teams. Advocacy for regulatory reforms through the District's involvement with organizations like the Association of California Water Agencies (ACWA) will also play a role in balancing environmental protections with operational flexibility, ensuring affordability for the District's customers. Furthermore, the District takes the opportunity during the budget preparation each year, to evaluate each and every line item, to determine if it adds to the District's efficiency or takes away from it, and only funds the item if it furthers the mission of the District in an efficient manner.

**Objective 6.1:** Maintain a proactive approach to comply with increasing regulatory requirements (e.g., CARB, BAAQMD, RWQCB, EPA) by allocating sufficient resources for monitoring, reporting, and implementing necessary changes.

**Objective 6.2:** Continue optimization of staffing to support regulatory compliance and improve operational efficiency, including ongoing evaluation of staffing needs and using consultants where necessary to avoid overburdening internal teams.

**Objective 6.3:** Advocate for regulatory reforms that help balance environmental protections with operational flexibility and customer affordability through involvement with ACWA, California Water Efficiency Partnership (Cal WEP), etc.

**Objective 6.4:** Continue to evaluate ways to gain organizational efficiencies and cut costs where possible, including through the annual budget process.

**Status:** The District completed two staffing studies that identified areas that needed to be shored up or restructured and has fully implemented the recommendations of both over the past three years. A compensation survey completed in 2024 showed that the District's employees are

compensated within the District's target ranges for salaries and benefits. The District is a member of both ACWA and CalWEP, and also takes the opportunity to address lawmakers directly through local delegations. While the District has made significant progress in this area, Organizational Efficiency remains a strategic goal due to the nature of the ever-changing and increasing regulatory environment.

## Summary of Findings:

### 1 Financial Stability

The District is in good financial health, customer water rates are sustainable, and the District is gaining experience with grant management and conservative investment management. Room for improvement exists in the areas of addressing the current tiered rate structure, future revenue generation in light of the needed infrastructure investments, and unfunded pension liability.

### 2 Water Supply Resilience

The loss of the SDC water source has set the District back significantly in this area. Planning efforts are underway, but there is a significant gap between current water supply resilience and where the District would like to be. In light of the political nature of the redevelopment of SDC, it is possible that bringing the water system back online will take several years, therefore, groundwater wells may also be evaluated as part of a short-term solution.

### 3 Infrastructure Sustainability

The District is well-managed and has good policy direction regarding infrastructure and capital programs. However, there is significant room for improvement regarding aging water main replacement. If not addressed in the coming years, these older water mains will begin to fail at an unsustainable rate. Further action is therefore needed soon, to avoid this scenario.

### 4 Community Engagement

While the District is in an excellent position with regard to community engagement, communication, and transparency, there is always room for improvement. Staff and the Board will, therefore, continually see fresh ways to enhance community engagement.

### 5 Environmental Stewardship

The District has been quite proactive in this area by conducting a study to ascertain power consumption efficiency, the installation of solar and battery backup, the hybridization of some standby generators, the addition of one EV to its fleet, and now, by studying IPMHG. However, there is room to further offset power demand in the system, which would not likely have a financial payback, and to further electrify the fleet. Fleet electrification may prove difficult in the short term, due to the limited availability of the size and type of vehicles the District needs to operate.

## **6 Organizational Efficiency**

The District is currently in great shape with respect to organizational efficiency and staffing. However, this is an area where things can change quickly and adaptations need to be made frequently. The District will, therefore, continue to monitor and make adjustments as needed.

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Consider Authorizing the Continuation of the District's Emergency Status Declared Under Resolution No. 250201 Related to the Main Break and Emergency Main Replacement on Orange Avenue

---

## **Background:**

The Orange Avenue main break and resulting water outage and Boil Water Notice which occurred at the end of January this year, represents an ongoing emergency for the District. It has been noted by staff that this same section of main has had repeated breaks and service interruptions recently and has a long track record of breaks over the years. The two most recent breaks have been larger than average, and have taken longer to isolate and repair as a result. Given that this section of main is the only means of transporting water from greater Zone 1 to Zone 1A, this weakness represents a significant threat to the reliability of the water service of the roughly 1,200 service connections located in Zone 1A. This situation is compounded by the fact that the majority of the storage capacity in Zone 1A is currently out of service for recoating, meaning that the District's operations staff has very little time to react and isolate leaks before the area becomes dewatered.

Unplanned dewatering of mains in a distribution system is extremely risky for several reasons, including high potential for back-siphonage (a form of cross-connection that can introduce contamination to the water system), collapsing mains under vacuum conditions, and no water availability for firefighting or basic health and sanitation. As a result of the above, the General Manager declared an emergency, which was ratified by the Board at the regular February Board meeting, and directed the District's operations staff to begin immediately replacing the defective main. As discussed at that time, the emergency declaration approved by the Board by Resolution No. 250201 would need to be reaffirmed at each regular meeting until the emergency work on Orange Avenue is complete. Staff is making good progress on that work, however, it is currently ongoing and incomplete.

## **Recommendation:**

By rollcall vote, affirm that the emergency declared under Resolution No. 250201 still exists and that the need to expend emergency funds to finalize the replacement of the defective water main continues.

## **Attached:**

- Adopted and Executed Resolution No. 250201

**RESOLUTION NO. 250201**  
**A RESOLUTION OF THE VALLEY OF THE MOON WATER DISTRICT ("DISTRICT") CONFIRMING AND**  
**DECLARING A CONTINUED EMERGENCY AND THE NEED FOR THE EMERGENCY EXPENDITURE OF**  
**FUNDS TO REPLACE THE DEFECTIVE WATER MAIN ON ORANGE AVENUE**

WHEREAS, on January 23<sup>rd</sup>, 2025, the main on the section of Orange Avenue between Solano and Arnold experienced its second catastrophic failure within the past several months. These events caused damage to the property of nearby residents, caused low to no water pressure in Zone 1A of the District's distribution system, and caused a water outage that resulted in direction from the State Water Resource Control Board Division of Drinking Water to issue a Boil Water Notice to 400 District customers; and

WHEREAS, given the potential for this break to affect the health and safety of the community and the possible impact on District facilities, it was determined that an emergency existed and the necessary steps were taken to meet the emergency, secure the site, and start the repair process; and

WHEREAS, compliance with competitive bidding procedures typically takes a number of months and will not allow prompt action to be taken, as required to safeguard the public and District facilities; and

WHEREAS, section 22050 of the California Public Contract Code authorizes the Board to delegate the authority to declare an emergency to the General Manager; and

WHEREAS, Section 11(A)(8) of the District's duly enacted Board of Directors Policies and Procedures Manual delegates to the General Manager the authority to determine that an emergency exists, expend non-budgeted funds to meet the emergency, inform the Board, by the most expeditious method available, of the emergency, and seek Board ratification of the emergency; and

WHEREAS, in order to stabilize the situation, the General Manager determined that an emergency existed and took steps and expended funds to meet the emergency by making temporary repairs with force account labor; and

WHEREAS, the California Environmental Quality Act establishes a statutory exemption for emergency repairs to public service facilities necessary to maintain service, and other specific actions necessary to prevent or mitigate an emergency; and

WHEREAS, this situation has arisen suddenly and unexpectedly and involves a clear and imminent threat, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property, and essential public services.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Directors of the District, that, pursuant to Section 11(A)(8) of the Board Policies and Procedures Manual, the Board has reviewed the actions taken by the General Manager and finds, pursuant to Public Contract Code section 22050(a), that based on substantial evidence presented before the Board, the emergency did not permit a delay resulting from competitive solicitation for bids for the repair of the main, and that the General Manager's actions were necessary to respond to the emergency and further finds that an emergency continues to exist and there is a need to continue the action; and



BE IT FURTHER RESOLVED that the Board authorizes staff to continue to proceed with the replacement of the water main located on Orange Avenue between Solano Avenue and Arnold Drive, including all appurtenance thereto and procurement of the necessary equipment, services, and supplies for that purpose without giving notice for bids to let contracts; and

BE IT FURTHER RESOLVED that staff will proceed to obtain all necessary regulatory authorizations for the repair on an expedited basis using all available emergency procedures; and

BE IT FURTHER RESOLVED that the District will request all governmental entities with authority over this repair to expedite their consideration of the matter and to use available emergency procedures to ensure that this repair is completed in a timely manner so as to avoid the harms that would result from a catastrophic failure of the pipeline; and

BE IT FURTHER RESOLVED that the Board will review the status of the emergency at each subsequent meeting of the Board of Directors and vote to authorize continuation of this resolution until the emergency action is completed.

*NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Valley of the Moon Water District finds the foregoing true and complete.*

THIS RESOLUTION PASSED AND ADOPTED THIS 4<sup>TH</sup> DAY OF February 2025, by the following votes:

Director Bryant	<u>Aye</u>	
Director Caniglia	<u>Aye</u>	By <u>[Signature]</u> President
Director Foreman	<u>Aye</u>	
Director Rogers	<u>Aye</u>	By <u>[Signature]</u> Secretary
Director Yudin-Cowan	<u>Aye</u>	

AYES 5 NOES 0 ABSTAIN 0 ABSENT 0

I HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the Board of Directors of Valley of the Moon Water District, held on the 4<sup>th</sup> day of February, of which meeting all Directors were duly notified and at which meeting a quorum was present at all times and acting.

By [Signature]  
Secretary

# MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Amendment of Executive Employment Agreement with General Manager, Matt Fullner

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## **Background**

At the May 6<sup>th</sup>, 2025, Regular Board Meeting, the Board conducted a review of General Manager, Matt Fullner's performance over the past year, and found it to meet the standards. The attached Amendment to the Executive Employment Agreement Between Valley of the Moon Water District and Matt Fullner outlines the proposed changes to the Executive Employment Agreement based on that performance review and the feedback provided to Mr. Fullner during the review.

Additionally, it was discovered during the amendment process, that the existing contract reached its "termination date" in May of 2024, which was not addressed in the last contract amendment. To address this, section three of the contract should be updated to reflect either a new termination date, or specify that the contract would automatically renew each year unless terminated by either party. In the attached amendment, staff has inserted a new 5-year term (which may be handled differently at the Board's discretion).

## **Recommendation**

Authorize and direct the President of the Board and the Secretary to the Board to execute the attached Amendment to the Executive Employment Agreement Between Valley of the Moon Water District and Matt Fullner

## **Attachment**

- Amendment to the Executive Employment Agreement Between Valley of the Moon Water District and Matt Fullner

Amendment to the Executive Employment Agreement Between  
Valley of the Moon Water District and Matt Fullner

**AMENDMENT TO THE EXECUTIVE EMPLOYMENT AGREEMENT**

This Amendment to the Executive Employment Agreement ("Amendment") which amends the Executive Employment Agreement ("Agreement") dated May 5, 2021, between Valley of the Moon Water District, a California Special District founded under applicable provisions of the California Water Code Section 30000, et seq. (hereinafter referred to as "District"), and Matt Fullner (hereinafter "Mr. Fullner") is entered into by and between the District and Mr. Fullner on this 3<sup>rd</sup> day of June 2025.

This Amendment shall affect only those sections or portions of the Agreement specifically addressed; all other sections or portions and previous amendments shall remain in full force and effect for the term of the Agreement.

**Amendments**

The following selected language shall replace the referenced section language as follows. Any portion or subpart to any section not addressed shall remain in its current form.

**Section III. currently reads:**

EFFECTIVE DATE AND TERM: The initial term of this Agreement shall be for three (3) years from the Effective Date, beginning May 5, 2021, and terminating on May 5, 2024.

Notwithstanding any other provision herein, Mr. Fullner understands that, as General Manager, he serves at the pleasure of the Board and that he may be discharged at any time, with or without cause or reason, and with or without advance notice, subject only to Section XI of this Agreement.

**And shall be amended to read:**

EFFECTIVE DATE AND TERM: The term of this Agreement shall be for five (5) years from the date of this amendment, beginning June 3<sup>rd</sup>, 2025, and terminating June 3<sup>rd</sup>, 2030.

Notwithstanding any other provision herein, Mr. Fullner understands that, as General Manager, he serves at the pleasure of the Board and that he may be discharged at any time, with or without cause or reason, and with or without advance notice, subject only to Section XI of this Agreement.

**Section IV. currently reads:**

"COMPENSATION: Mr. Fullner is to be paid a monthly salary of \$17,367.45 for May and June of 2024, and a monthly salary of \$17,871.11 beginning July 1st, 2024, for fulfilling the General Manager duties described herein, accruing neither overtime nor compensatory time. This salary will be prorated and paid bi-weekly in accordance with the District's standard payroll procedures, subject to the following possible adjustments. Furthermore, the District shall apply \$500 per month to Mr. Fullner's 457 or 401 (a) plan:"

**And shall be amended to read:**

"COMPENSATION: Mr. Fullner is to be paid a monthly salary of \$18,764.67 for May and June of 2025, and a monthly salary of \$19,271.31 beginning July 1st, 2025, for fulfilling the General Manager duties described herein, accruing neither overtime nor compensatory time. This salary will be prorated and paid bi-weekly in accordance with the District's standard payroll procedures, subject to the following

Amendment to the Executive Employment Agreement Between  
Valley of the Moon Water District and Matt Fullner

possible adjustments. Furthermore, the District shall apply \$500 per month to Mr. Fullner's 457 or 401 (a) plan:"

**Section IX. currently reads:**

"PERFORMANCE OBJECTIVES: Mr. Fullner will meet annually with the Board on or before the anniversary of the Effective Date of this Agreement to identify the District's and General Manager's performance objectives for the following year. Performance objectives will be established jointly by Mr. Fullner and the Board, and will be consistent with Board policy, and with the duties and responsibilities set forth in this Agreement. For the fourth year of this Agreement, the Performance Objectives are set forth in **Exhibit A**, which is attached hereto and incorporated into this Agreement by this reference."

**And shall be amended to read:**

"PERFORMANCE OBJECTIVES: Mr. Fullner will meet annually with the Board on or before the anniversary of the Effective Date of this Agreement to identify the District's and General Manager's performance objectives for the following year. Performance objectives will be established jointly by Mr. Fullner and the Board, and will be consistent with Board policy, and with the duties and responsibilities set forth in this Agreement. For the fifth year of this Agreement, the Performance Objectives are set forth in **Exhibit A**, which is attached hereto and incorporated into this Agreement by this reference."

**Exhibit A currently reads:**

**"EXHIBIT A**

In approximately May 2025, the Board will review Mr. Fullner's performance for the period of May, 2024, through April, 2025.

Performance objectives for this period:

- **Capital Improvement Plan (CIP) project completion.** Budgeted CIP projects shall be reported to the Board in terms of percent complete and number of projects completed. Clear explanation should be provided to the Board in a timely manner by Mr. Fullner if a CIP project is not anticipated to be timely completed, or if any projects are likely to come in over budget.
- **Adherence to the approved O&M budget.** Outside of extraordinary circumstances, the O&M budget should track with projections (within approximately 10% on a month-to-month basis) and line up within 1% of the budget at the end of the fiscal year. If it is expected that the finances will not be on-budget for any reason, Mr. Fullner must timely report these findings to the Board. Furthermore, Mr. Fullner shall provide a detailed report of any overages within the O&M budget.
- **Union grievances.** Any union grievances regarding the District or its management shall be reported to the Board in a timely manner. This shall include the resolution and outcome of any such grievance.
- **Plan completion.** In addition to timely completion of the capital projects, the Board expects Mr. Fullner to ensure that plans such as the Annual Water Supply and Demand Assessment, Lead

Amendment to the Executive Employment Agreement Between  
Valley of the Moon Water District and Matt Fullner

Service Line Inventory, LHMP Annual Review and other District plans are completed on schedule.

- **Regulated reports.** Mr. Fullner is required to ensure that reports such as the Consumer Confidence Report, Electronic Annual Report, Discharge Report, and Diversion Report are timely filed as required under various regulations to avoid fines or other punitive regulatory actions.
- **Community engagement.** Mr. Fullner must monitor and ensure the District maintains an online presence via the District's website and through social media to communicate important updates or changes such as emergencies or drought conditions. Mr. Fullner is also expected to speak effectively to the public or groups regarding water issues, and to garner support for the District and its interests.
- **Sonoma Developmental Center (SDC).** Mr. Fullner is expected to work closely with the SDC ad hoc subcommittee of the Board on issues related to SDC. He is also expected to make regular reports to the Board on SDC related relevant news, potential legal or regulatory issues, and community engagement as needed. It is expected that Mr. Fullner will represent the interests of the District and its customers with respect to SDC and its future redevelopment.

Besides the above measurable matrices, Mr. Fullner is expected to demonstrate leadership, involvement, service, and commitment to the District, its staff, governing body, and customers. Mr. Fullner is expected to be approachable by members of staff, the Board, and the public, and he should possess a wide range of knowledge regarding current water issues as they relate to the District. These kinds of attributes are difficult to quantify but are no less important to consider when evaluating overall performance.”

**And shall be amended to read:**

**“EXHIBIT A**

In approximately May 2026, the Board will review Mr. Fullner's performance for the period of May, 2025, through April, 2026.

Performance objectives for this period:

- **Capital Improvement Plan (CIP) project completion.** Budgeted CIP projects shall be reported to the Board in terms of percent complete and number of projects completed. Clear explanation should be provided to the Board in a timely manner by Mr. Fullner if a CIP project is not anticipated to be timely completed, or if any projects are likely to come in over budget.
- **Adherence to the approved O&M budget.** Outside of extraordinary circumstances, the O&M budget should track with projections (within approximately 10% on a month-to-month basis) and line up within 1% of the budget at the end of the fiscal year. If it is expected that the finances will not be on-budget for any reason, Mr. Fullner must timely report these findings to the Board. Furthermore, Mr. Fullner shall provide a detailed report of any overages within the O&M budget.

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- **Union grievances.** Any union grievances regarding the District or its management shall be reported to the Board in a timely manner. This shall include the resolution and outcome of any such grievance.
- **Plan completion.** In addition to timely completion of the capital projects, the Board expects Mr. Fullner to ensure that plans such as the Annual Water Supply and Demand Assessment, Lead Service Line Inventory, LHMP Annual Review and other District plans are completed on schedule.
- **Regulated reports.** Mr. Fullner is required to ensure that reports such as the Consumer Confidence Report, Electronic Annual Report, Discharge Report, and Diversion Report are timely filed as required under various regulations to avoid fines or other punitive regulatory actions.
- **Community engagement.** Mr. Fullner must monitor and ensure the District maintains an online presence via the District's website and through social media to communicate important updates or changes such as emergencies or drought conditions. Mr. Fullner is also expected to speak effectively to the public or groups regarding water issues, and to garner support for the District and its interests.
- **Sonoma Developmental Center (SDC).** Mr. Fullner is expected to work closely with the SDC ad hoc subcommittee of the Board on issues related to SDC. He is also expected to make regular reports to the Board on SDC related relevant news, potential legal or regulatory issues, and community engagement as needed. It is expected that Mr. Fullner will represent the interests of the District and its customers with respect to SDC and its future redevelopment.

Besides the above measurable matrices, Mr. Fullner is expected to demonstrate leadership, involvement, service, and commitment to the District, its staff, governing body, and customers. Mr. Fullner is expected to be approachable by members of staff, the Board, and the public, and he should possess a wide range of knowledge regarding current water issues as they relate to the District. These kinds of attributes are difficult to quantify but are no less important to consider when evaluating overall performance.”

**IN WITNESS WHEREOF,** the District and Mr. Fullner hereto have executed this Amendment as of the Effective Date.

---

Matt Fullner, General Manager

Date

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Gary Bryant, President, Board of Directors

Date

**ATTEST:**

By: \_\_\_\_\_

Amanda Hudson, Secretary to the Board

Date

Date: June 3<sup>rd</sup>, 2025  
Item: 8.D

## MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager and Leah J. Castella, District Counsel

SUBJECT: Resolutions No. 250603 Thanking Stephen Rogers for His Service to the District and Number 250604 Declaring a Vacancy on the Board of Directors.

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### **Background and Discussion:**

It is with great sadness that I write this memorandum to the Board of Directors because it means that a respected member of the Board, Stephen Rogers, has passed away. Director Rogers was first elected to the Board of Directors in the November 2018 election. He has been a faithful, energetic, and engaged member of the Board for the past five and a half years. His leadership has brought about many changes and improvements to District operations including finance, rate setting, management, and oversight. His influence on District Policy will be felt for generations to come.

Resolution No. 250603 expresses the District's sincere gratitude for Stephen Rogers's service to the community, District, and its staff and Board of Directors.

The passing of Director Rogers also leaves a vacancy on the Board of Directors. Government Code section 1780 provides two options to fill a vacancy: (1) call a special election to fill the vacancy; or (2) fill the vacancy by appointment. The Board must either call an election or fill the seat by appointment within 60 days of the date of the vacancy, in this case by July 25, 2025, or the County Board of Supervisors may appoint a person to fill the vacancy or order the District to call an election. (Gov. Code 1780(f).) In order to serve on the Board, a person must be a registered voter residing within the District.

The two options are described in more detail below:

### **Option 1: Special Election**

If the Board calls a special election, the election is required to be held on the next regularly established election date which is 130 days or more from the call of the special election. (Gov. Code 1780(e)(2).) Elections Code section 1000 establishes that the next regularly established election date that meets this 130-day time frame would be November 4, 2025.

The estimated cost of a special election in Sonoma County is approximately \$7.27 per registered voter. In 2024, there were at least 12,532 registered voters in the District, so the cost of the election would be approximately \$91,107.64. If the Board were to call a special election, the District would pay these costs.

### **Option 2: Appointment (Recommended)**

Alternatively, the Board could appoint a new Board member. If the Board wishes to proceed with appointment, staff would recommend the following approach and schedule:

June 3, 2025	Board authorizes appointment process and selects a selection subcommittee.
June 4, 2025	Candidate application period opens.
June 6, 2025	Vacancy notice posted in three locations in the District pursuant to Government Code section 1780(d)(1), published on District's website and social media.
June 10, 2025	Vacancy Notice published in the Sonoma Index-Tribune
June 23, 2025	Applications due by 5:00 pm
June 24 – 26, 2025	Subcommittee reviews applications and selects top three candidates for interviews
July 1, 2025	a) Interview top three candidates at the regular Board Meeting b) Appoint new Board member c) Swear in appointed Board member

Resolution No. 250604 declares a Board vacancy and directs staff to notify the Sonoma County Elections Official, publish a notification in the paper, and inform the Sonoma County Elections Official after the position has been filled. It also allows the Board to backfill positions left vacant on the Sonoma Valley Groundwater Sustainability Agency Board, the City of Sonoma Liaison, and the budget ad hoc subcommittee (please see table below), and set up an ad hoc subcommittee to review candidates.



**Board Representative and Committee Assignments for Calendar Year 2025:**

<b>Organization</b>	<b>Board Representative</b>	<b>First Alternate</b>
Groundwater Sustainability Agency	NEEDED	Director Caniglia
Water Advisory Committee	Director Foreman	Director Caniglia
City of Sonoma Liaison	NEEDED	Director Foreman

<b>Committee</b>	<b>Committee Member</b>	<b>Committee Member</b>
Budget/Finance Subcommittee	Director Bryant	NEEDED
SDC Specific Plan Subcommittee	Director Bryant	Director Yudin-Cowan

**Recommendation:**

1. Approve Resolution No. 250603 Thanking Stephen Rogers for his Service to the Community and District
2. Consider creating an ad hoc subcommittee to review candidate applications and select the top three candidates for interviews by the whole Board
3. Approve Resolution No. 250604 Declaring a Vacancy on the Board of Directors
4. Fill vacant roles in the Board Representative and Committee Assignments for the remainder of the calendar year
5. Direct staff to frame the signed resolution No. 250603 and present it to Director Stephan Roger's family at a time and date to be determined

**Attached:**

- Resolution No. 250603
- Resolution No. 250604
- Draft Vacancy Notice for publication

VALLEY OF THE MOON WATER DISTRICT  
RESOLUTION NO. 250603

EXPRESSING APPRECIATION FOR SERVICES RENDERED BY DIRECTOR

STEPHEN P. ROGERS

WHEREAS, Stephen P. Rogers served as a highly respected Director on the Board of the Valley of the Moon Water District (District) from 2018 to 2025; and

WHEREAS, Stephen P. Rogers has represented the District well throughout the community and in his Board appointments; and

WHEREAS, the District has had the benefit of Stephen P. Rogers's counsel, experience, creativity, insight, and leadership during the time he served as Director; and

WHEREAS, the Board of Directors wishes to take proper notice and express their sincere appreciation for the services Stephen P. Rogers has rendered to the District and his community.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors and staff of the Valley of the Moon Water District hereby express their sincere appreciation to Stephen P. Rogers for his exemplary service on the Board of Directors of the Valley of the Moon Water District.

THIS RESOLUTION PASSED AND ADOPTED THIS 3<sup>rd</sup> DAY OF JUNE 2025, by the following votes:

Director Bryant \_\_\_\_\_

Director Foreman \_\_\_\_\_

Director Yudin-Cowan \_\_\_\_\_

Director Caniglia \_\_\_\_\_

By \_\_\_\_\_  
President

By \_\_\_\_\_  
Secretary

I HEREBY CERTIFY that the foregoing Resolution was duly adopted at a meeting of the Board of Directors in VALLEY OF THE MOON WATER DISTRICT held on the 3<sup>rd</sup> day of June 2025, of which meeting all Directors were duly notified and at which meeting a quorum was present at all times and acting.

By \_\_\_\_\_  
Secretary

## **RESOLUTION NO. 250604**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON WATER DISTRICT DECLARING A VACANCY ON THE BOARD OF DIRECTORS AND DIRECTING APPROPRIATE STEPS TO FILL THE VACANCY**

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WHEREAS, Stephen Rogers served on the Valley of the Moon Water District (District) Board of Directors (Board) until his death on May 27<sup>th</sup>, 2025; and

WHEREAS, the term of the position held by Director Rogers began in December 2022 and expires in December 2026; and

WHEREAS, California Water Code section 30504 and California Government Code section 1780 provide the procedures for filling the vacancy by the Board of Directors.

NOW, THEREFORE, the Board of Directors of the Valley of the Moon Water District hereby finds, determines, and directs as follows:

1. The position on the Board of Directors formerly held by Director Rogers is hereby found and declared to be vacant; and
2. The Board of Directors hereby determines to fill the position by appointment; and
3. District staff is directed to give notice of the vacancy to the County of Sonoma Elections Official no later than June 12<sup>th</sup>, 2025; and
4. District staff is directed to promptly (on or before Monday, June 16<sup>th</sup>, 2025) publish notice of the vacancy in the local newspaper, three conspicuous locations within the District, and on the District's social media and website. The notice shall specify that all persons interested in being considered for appointment to the vacant Board seat shall, no later than June 23<sup>rd</sup>, 2025, submit an application expressing their interest in serving on the Board of Directors; and
5. The Board may create an ad hoc subcommittee at the regular June 3<sup>rd</sup>, 2025, Board of Directors meeting to review the applications received and bring forward three candidates (if available) for interviews by the Board; and
6. The Board hereby sets July 1<sup>st</sup>, 2025, as the date to interview candidates and to consider an appointment, which date may be changed, if necessary, without further action of the Board consistent with this Resolution; and
7. If the Board is unable to make an appointment by July 25<sup>th</sup>, 2025, the Board shall at that time act by further resolution to call a special election to fill the vacancy as provided for by California Government Code section 1780; and
8. District staff is directed to notify the County Elections Official of an appointment or call for special election no later than fifteen (15) days after the appointment or call for special election; and

9. Pursuant to California Government Code section 1780, the individual appointed to the vacancy shall serve until December 2026 fulfilling the remainder of the term left by the vacated seat; and
10. District staff is directed to take all such further action as appropriate and consistent with the District's by-laws and applicable law to implement the actions and directives of this Resolution.
11. The Board may assign a member, or members of the Board to fulfill the duties left vacant on the Budget ad hoc subcommittee and as the District's representative to the City of Sonoma liaison, and Groundwater Sustainability Agency at the June 3<sup>rd</sup> Board meeting. These assignments are through the remainder of the calendar year, at which time, new appointments may be made.

THIS RESOLUTION PASSED AND ADOPTED THIS 3<sup>rd</sup> DAY OF JUNE 2025, by the following votes:

Director Caniglia \_\_\_\_\_

Director Foreman \_\_\_\_\_

Director Bryant \_\_\_\_\_

Director Yudin-Cowan \_\_\_\_\_

By \_\_\_\_\_  
President

By \_\_\_\_\_  
Secretary

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSENT \_\_\_\_\_

ABSTAIN \_\_\_\_\_

I HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the Board of Directors of Valley of the Moon Water District held on the 3<sup>rd</sup> day of June 2025, of which meeting all Directors were notified and at which meeting a quorum was present at all times and acting.

By \_\_\_\_\_  
Secretary

## Notice Regarding Filling Vacancy on the Board of Directors of Valley of the Moon Water District

NOTICE IS HEREBY GIVEN that pursuant to California Water Code Section 30504 and California Government Code Section 1780, the vacancy on the Board of Directors of Valley of the Moon Water District (District), created by the death of Director Stephen P. Rogers, will be filled by the Board of Directors of the District by appointment.

Any person who is a resident and registered voter within the District who desires to be considered for appointment to the Board of Directors is encouraged to apply by submitting an application no later than June 23<sup>rd</sup>, 2025. The Board of Directors expects to hold interviews and make the appointment at its July 1, 2025, Regular Board Meeting.

Further details and the application can be found at the District office, located at 19039 Bay Street, Sonoma, CA 95476, or on the District's website at <https://www.vomwd.org/employment>

**If sent by email, please address to:**

[customerservice@vomwd.org](mailto:customerservice@vomwd.org)

**If sent by mail, please address to:**

Valley of the Moon Water District  
Attention: General Manager  
PO Box 280  
El Verano, CA 95433

**If hand-delivered, please bring to:**

Valley of the Moon Water District  
Attention: General Manager  
19039 Bay St.  
Sonoma, CA 95476

**Please note** that there is no postal delivery to the Bay Street address.