



BOARD OF DIRECTORS
Regular Meeting Agenda
September 7th, 2021, 6:30 p.m.
Board Room and on-line
19039 Bay Street, El Verano
(707) 996-1037

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

PUBLIC NOTICE

This meeting will be held as a hybrid of in-person and remote via Zoom or telephone. Space in the Board Room will be limited due to the need for social distancing.

Pursuant to Governor Newsom's Executive Orders N-25-20, N-29-20 and N-33-20, this meeting may be conducted telephonically or by other electronic means.

Directors and the public may participate in this open, public meeting in person or remotely: Join Zoom Meeting

<https://us02web.zoom.us/j/2135226170?pwd=R1lra2FZWVWNmdrVk16ZTFwelfsU>
T09

Meeting ID: 213 522 6170

Password: VOMWD

Dial in

+1 669 900 6833 US

Meeting ID: 213 522 6170

Find your local number: <https://us02web.zoom.us/j/2135226170?pwd=R1lra2FZWVWNmdrVk16ZTFwelfsU>

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

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

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

1. CALL TO ORDER – PLEDGE – ROLL CALL

2. PUBLIC COMMENTS:

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

3. CONSENT CALENDAR

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

4. PUBLIC HEARING

Item 4.A Public Hearing Regarding Proposed Water Rate Increases – Time Certain 6:45 p.m.

Item 4.B Adopt Resolution No. 210901, Approving Proposed Water Rate Increases

5. FINANCE & 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 July 2021 in the amount of \$867,731.56.

Item 5.B Water Source Report

Item 5.C Operational Updates

6. DIRECTORS' COMMITTEE REPORTS - NONE

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

Item 7.A Verano Well Update

Item 7.B New Item Progress Update

8. DISCUSSION AND ACTION (GENERAL BUSINESS)

Item 8.A Consider Approval of a Gold Merit Award and One-Time \$1,500 Incentive Payment to Amanda Hudson for Her Past and Future Services to the District

Item 8.B District Vehicle Specification

Item 8.C Director Compensation Discussion

Item 8.D Association of California Water Agencies (ACWA) Vice Presidential Candidate Support

Item 8.E Consider Adoption of Resolution Number 210903 Authorizing New District Representatives to Sign for CalOES and FEMA Funds

9. CLOSED SESSION – NONE

10. REQUEST FOR FUTURE AGENDA ITEMS

11. ADJOURNMENT

The next scheduled Board meeting is a regular meeting at 6:30 p.m. on October 5th, 2021.

Posted this 3rd, day of September 2021, online and in three public places.

A handwritten signature in blue ink, appearing to read "Matt Fullner", is written over a light blue grid background.

Matt Fullner, Board Secretary

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Proposed Water Rate Increases – Conduct Public Hearing and Adopt Resolution No. 210901

Background

As recommended in the “Valley of the Moon Water District, Water Rate Analysis October 2017 Report” (Rate Study) prepared by NBS, the District’s Board of Directors (Board) planned to consider adopting an increase in water rates for Fiscal Year 2021-2022 at the June Board meeting in 2021. However, due to the COVID-19 pandemic, the planned rate increases have been delayed in one form or another since fiscal year 2020-2021, in order to lessen the impact on customer finances.

At the July 6th Regular Board Meeting, the Board directed staff to mail notices to all District customers regarding the proposed water rate increases and set September 7th at 6:45 PM as the date and time of the public hearing to allow for public comment and to consider the written protests received, if any, regarding the proposed water rate increases.

Accordingly, to satisfy the procedural requirements of Proposition 218, staff sent out the required notice to all District customers informing them of the amount of the proposed rate increases, the basis upon which the rates were calculated, the reason for the increases, and the date and time of the public hearing. The proposed rates for Fiscal Year 2021-2022 are included in the notice, a copy of which is attached.

As of September 2nd, the District has received one protest in response to the approximately 6,900 notices that the District mailed. A final tally of all valid written protests received up to the close of business on September 7th, 2021 will be provided at the public hearing.

Recommendation

Conduct the public hearing, receive comments from the public and consider all written protests. Adopt Resolution No. 210901, approving the proposed rate increases and amending District Regulations 8-2.18 and 8-2.20.

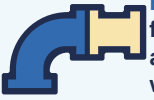
Attachments

1. Prop 218 Notice
2. Written Protest
3. Resolution No. 210901

WHY ARE RATE CHANGES NECESSARY?

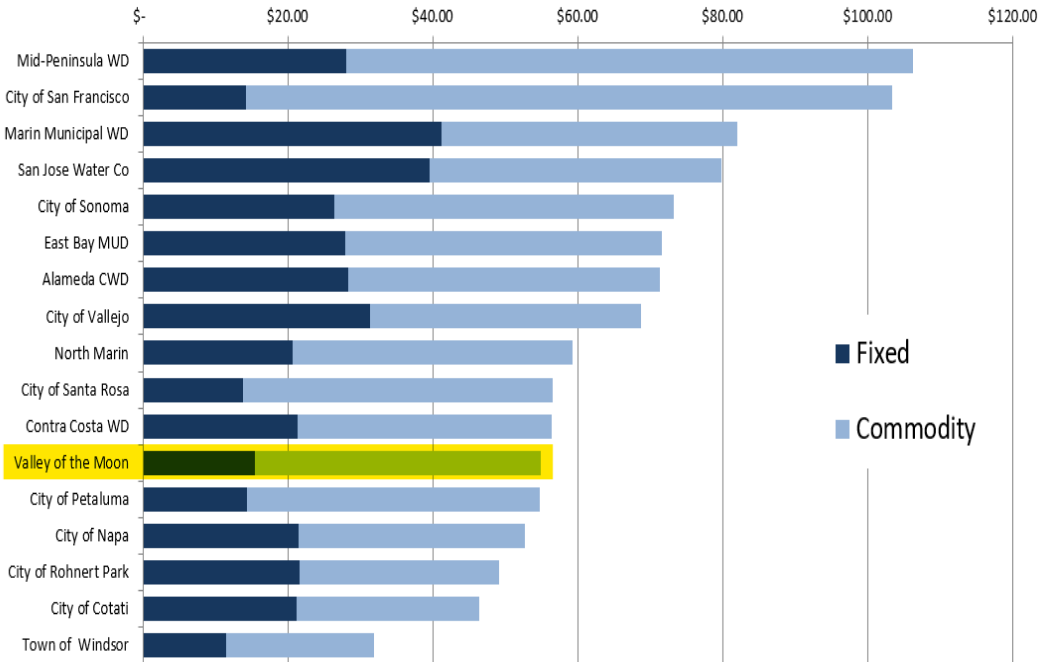


Aging Water System – VOMWD maintains a complex system with 92 miles of pipeline, 12 storage tanks, 11 booster stations, and 6 groundwater wells to deliver high-quality water safely and reliably to about 23,000 people. The District has a five-year capital plan for proactive maintenance and upgrades of water mains, wells, reservoirs and equipment to keep the system functioning efficiently and avoid expensive breaks and repairs.



Rising Operating Costs – Expenses have increased for energy, materials, labor, treatment, equipment, delivery and pension obligations. The cost of water from our wholesaler, Sonoma Water, has increased due to environmental and regulatory requirements, and revenue from water sales is down due to state mandated conservation.

Monthly Water Bill Survey for Single Family Homes with Median Usage (7,000 gallons per month)



BASIS OF PROPOSED RATE ADJUSTMENT

BASIS OF PROPOSED RATE ADJUSTMENT

The proposed water rate structure and charges were calculated by NBS Government Finance Group, an independent, third-party consultant, to evenly spread the applicable costs among water users according to the cost of providing service to those users. The proposed rates are based on the Cost of Service Study, which is available for public review and inspection at VOMWD offices located at 19039 Bay St., Sonoma, CA, and online at www.VOMWD.org/rates

The Valley of the Moon Water District is dedicated to keeping costs – and customer bills – as low as possible.



P.O. Box 280 EL
Verano, CA 95433

PRESRT STD
U.S. POSTAGE
PAID
PERMIT #
SONOMA, CA

VALLEY OF THE MOON WATER DISTRICT

NOTICE OF PROPOSITION 218 PUBLIC HEARINGS



Concerning Proposed Changes to the
VOMWD Water Rate and Service Charges

DATE: September 7, 2021

TIME: 6:45 PM

LOCATION: Valley of the Moon Water District
19039 Bay St, Sonoma, CA 95476
And hosted via Zoom
Meeting ID: 213 522 6170
Password: VOMWD
Dial in +1 669 900 6833 US

IMPORTANT INFORMATION ABOUT YOUR WATER RATES

This notice is being furnished to you by Valley of the Moon Water District (VOMWD) pursuant to California Constitution Article XIII(D) (also known as "Proposition 218"). Under the terms of Proposition 218, VOMWD is required to notify the property owners of record of proposed changes to property-related fees, such as water and sewer service.

This serves as notice that the VOMWD Board of Directors will conduct a public hearing, at the time, date and location specified above, to consider recommended adjustments to VOMWD's water service rates. If approved, the new water rates will go into effect on October 1, 2021. Each element of the proposed action is explained in this document.

All members of the public are invited to attend the public hearing. Additionally, under California state law, all property owners and customers of record may submit a written protest to the proposed rate changes. Only one protest per parcel is permitted. Please refer to the "How Can I Participate?" section of this document for instructions on submitting a formal written protest against the proposed action. All written protests will be verified. You may also appear at the public hearing at the date and time specified above.

More information is available online at: www.VOMWD.org/rates

*Si gustaria obtener esta información en español, por favor
visite www.VOMWD.com o contáctenos a (707) 996-1037.*

WHY HAVE I RECEIVED THIS NOTICE?

Due to the COVID-19 pandemic, the VOMWD Board of Directors decided to delay the usual rate increase from July of last year until February of this year in order to help alleviate the economic impact on our valued customers. The District is now taking steps to move forward with the regular rate changes to fund the remainder of the current fiscal year. The new rates will go into effect on October 1, 2021. The changes are based on the final phase of a cost-of-service study by an independent consultant. The research, reasoning and analysis behind the proposed adjustments are explained in this document and will be addressed at the upcoming public hearing.

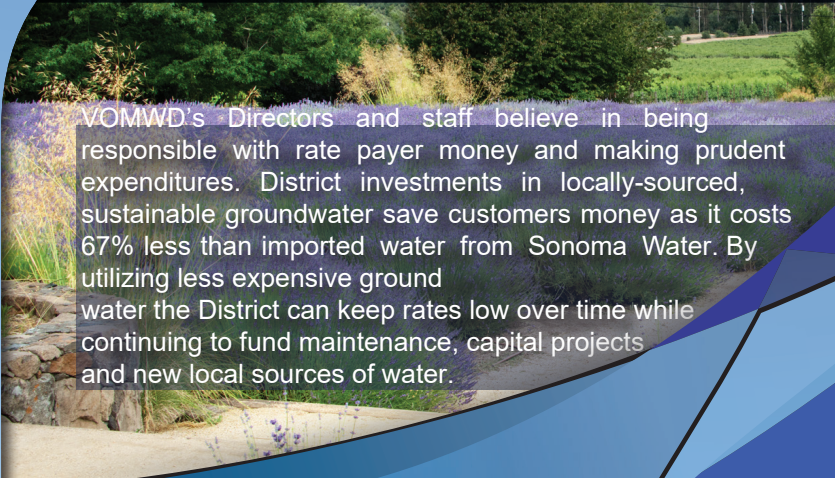
The results of the cost-of-service study indicated a need to adjust both water rates and the rate structure in 2018. This was done to be fair and equitable to all customers, and provide revenue sufficient to fund ongoing operating and capital costs including pipeline replacements, interest on debts, and importing and treating water. The proposed action satisfies the requirements of California Water Code section 31007 and meets the financial requirements and goals set forth by VOMWD.



GET TO KNOW US

It is the mission of the Valley of the Moon Water District to provide our customers with reliable, safe water at an equitable price and to ensure the fiscal and environmental vitality of the District for future generations.

OUR COMMITMENT



VOMWD's Directors and staff believe in being responsible with rate payer money and making prudent expenditures. District investments in locally-sourced, sustainable groundwater save customers money as it costs 67% less than imported water from Sonoma Water. By utilizing less expensive ground water the District can keep rates low over time while continuing to fund maintenance, capital projects and new local sources of water.

DESCRIPTION OF WATER RATE STRUCTURE

State law requires a public agency such as VOMWD to set rates and levy charges that are sufficient to cover operating expenses, including interest on debts, and to provide funds for replacement or construction of facilities. The VOMWD water rates are made up of two basic components:

BASIC SERVICE CHARGES

A bi-monthly charge, based on meter size, to recover the fixed cost associated with meter reading and billing, customer service, meter replacement and repair, and a portion of the costs for maintaining your water system.



QUANTITY (VOLUME) CHARGE

This is based on the actual amount of water used, measured in billing units of 1,000 gallons, and includes the cost of the supply, treatment and distribution. There are currently two billing tiers, which increase in price the more water used. The VOMWD Board of Directors will vote to adopt the proposed rate changes after the rate hearing on September 7th.

LOCALLY SOURCED GROUNDWATER



TIER 2

IMPORTED WATER SOURCES

The lowest-cost water, in Tier 1, comes from local, sustainable groundwater supplies. Costlier, imported supplies are covered under Tier 2 rates. If approved, customers will be billed at the rates set forth in the tables adjacent.

DID YOU KNOW?

As a public agency, the district cannot earn a profit from the services it provides, and must charge no more than the actual costs associated with providing services to its customers.

WATER CONSUMPTION RATES PER BILLING UNIT (BU)*		CURRENT
Bi-Monthly Fixed Service Charge:		
Residential and MFR 2 & 3 Units		
5/8 inch	\$30.94	
3/4 inch	\$44.61	
1 inch	\$71.95	
1 1/2 inch	\$140.29	
2 inch	\$222.30	
Commercial, MFR 4+ Units, Institutional and Irrigation		
5/8 inch	\$50.96	
3/4 inch	\$74.64	
1 inch	\$122.00	
1 1/2 inch	\$240.40	
2 inch	\$382.48	
3 inch	\$761.36	
4 inch	\$1,187.61	
6 inch	\$2,371.61	
Fire Service		
Up to 2 inch	\$18.78	
3 inch	\$36.79	
4 inch	\$69.98	
6 inch	\$155.33	
8 inch	\$269.12	
10 inch	\$401.88	
12 inch	\$506.19	
Volumetric Charges for All Water Consumed		
Residential Only - Tiered Rates (Per 1,000 Gallons) (1)		
Tier 1: 0-4	\$4.30	
Tier 2: over 4	\$7.41	
Commercial Uniform Rate - Per 1,000 Gallons	\$6.40	
Institutional Uniform Rate - Per 1,000 Gallons	\$6.38	
Irrigation Uniform Rate - Per 1,000 Gallons	\$7.40	

1. Single Family, Multi-Family with 2 or 3 Units, Outside District - Residential, and SCWA Residential customer.

PROPOSED		
EFFECTIVE 10/01/2021		
	\$36.06	
	\$52.16	
	\$84.36	
	\$164.87	
	\$261.49	
	\$59.65	
	\$87.54	
	\$143.33	
	\$282.81	
	\$450.18	
	\$896.50	
	\$1,398.61	
	\$2,793.37	
	\$20.09	
	\$39.37	
	\$74.88	
	\$166.20	
	\$287.96	
	\$430.01	
	\$541.62	
	\$4.37	
	\$7.67	
	\$6.57	
	\$6.55	
	\$7.76	

DID YOU KNOW?

UNDERSTANDING YOUR CITIZEN'S RATE GROUP

During the 2018 rate study, seeking public input about rates VOMWD assembled an advisory panel made up of six citizens, two

Board members, the general manager and an independent rate consultant. The committee consisted of members with low-, average- and high-water use.

The group met four times to evaluate multiple rate scenarios and develop pricing that is legally defensible and has the least impact to ratepayers. Members considered a range of rate structures, from a 50% fixed fee/50% volumetric fee to a 20% fixed fee/80% volumetric fee, and two vs. three tiers.

The group's feedback was critical in developing the proposed rates from 2018 through 2022.

HOW CAN I PARTICIPATE?

Valley of the Moon Water District welcomes your participation and input throughout the process as its Board of Directors considers the changes explained in this Notice. If you have any questions or comments about VOMWD's proposed rate adjustments, you can:



Call, visit or log-on. The cost-of-service study and more information on the proposed adjustments and increases are available for review at the VOMWD office, and on our website: www.vomwd.org/rates. In addition, please contact the office at (707) 996-1037, where you can ask questions.



Write. Owners of real property who will be affected by the proposed rate changes, as well as tenants who will be directly responsible for paying the charge, may file a written protest against the proposed rate adjustments; however, only one written protest per parcel shall be counted in calculating the majority protest as explained below ("Public hearing process"). Written protests will be treated as public records once opened. Written protests may be mailed to **Valley of the Moon Water District, P.O. Box 280, El Verano, CA 95433**, or delivered in person to the District at 19039 Bay St., Sonoma. Protests will be received up until close of business (5pm) on the night of the Board meeting. Protests must specify the rate or charge being protested and must include: your name, parcel number and/or service address, and your signature. Objections submitted by email or other electronic means do not count as formal written protests.

Attend the public hearing. Members of the public are welcome to attend the public hearing regarding the proposed rate changes. The public hearing will take place on **September 7, 2021, at 6:45 p.m. at the District office located at 19039 Bay St, Sonoma, CA 95476 and hosted via Zoom.**



Meeting ID: 213 522 6170 Password: VOMWD
Dial in +1 669 900 6833 US

At the public hearing, all members of the public will have an opportunity to speak and give testimony regarding the proposed water rate adjustments; however, only written protests count toward a majority protest.

Public hearing process: At the time of the public hearing, the Board of Directors will hear and consider all written protests and public comments. After the public hearing, if a majority of the property owners or customers of record of the impacted parcels submit written protests in opposition to the proposed rate increase, they will not be imposed. If a majority written protest is not received, VOMWD's Board of Directors may adopt the proposed changes, though it is not obligated to. If adopted, the proposed rates increase on October 1, 2021.

July 28-21

Hi.

Please do not raise
the rates. I am
going broke at
74 years, near in Sonoma.

Please do not do this.
I can't keep up.



Thanks

Steve Courtney

18511 + 18507 RIVERSIDE DR.
SONOMA, CAL. 95476

RESOLUTION NO. 210901

RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY OF THE MOON WATER DISTRICT APPROVING AN INCREASE IN RATES AND CHARGES AND AMENDING DISTRICT REGULATIONS 8-2.18 AND 8-2.20 TO REFLECT SUCH INCREASES.

WHEREAS, the current wholesale water rates set by the Sonoma County Water Agency and applicable to the Valley of the Moon Water District increased effective July 1, 2021; and

WHEREAS, Sections 8-2.18 and 8-2.20 of the Valley of the Moon Water District's ("District") Code were last amended on February 3rd, 2021 to set the service charges and water usage charges; and

WHEREAS, the Board approved the recommendations contained in the Valley of the Moon Water District, Water Rate Analysis October 2017 Report ("Rate Study"), including the recommended increases in rates and charges for Fiscal Year 2021-2022; and

WHEREAS, the Board of Directors has considered the recommendations contained in the Rate Study and has determined that the recommended increases in rates and charges proposed in the Rate Study for Fiscal Year 2021-2022 are necessary to meet the financial stability goals of the District; and

WHEREAS, the Board of Directors hereby finds and determines that the rates and charges proposed to be adjusted hereby are imposed by the District for the purposes of meeting District operating expenses, meeting District financial reserve needs and requirements, and/or obtaining funds for capital projects necessary to maintain service in existing District service areas, and the Board further finds and determines that said proposed adjustments are therefore statutorily exempt from the environmental documentation requirements of the California Environmental Quality Act pursuant to Public Resources Code section 21080 (b) (8) and 14 California Code of Regulations 15273; and

WHEREAS, written notice was given to District's customers as prescribed by law, and such notice was provided at least 45 days in advance of the public hearing to be held on the proposed rates and charges, and the notice included information regarding the time, date, and place for hearing objections or considering written protests to said report; and

WHEREAS, all written objections and other written communications, and all protests to the proposed rates and charges increases have been publicly acknowledged and all persons desiring to be heard have been fully heard; and

WHEREAS, a majority of the District's customers did not submit a written protest or object to said report or to the proposed rates and charges increases;

NOW, THEREFORE, BE IT RESOLVED that the recommendations contained in the Rate Study setting forth increases in water rates and charges for Fiscal Year 2021-2022 be and is

hereby adopted in full without revision, change, reduction, or modification of any rate or charge specified therein.

BE IT FURTHER RESOLVED that, effective October 1st, 2021, the District's service charges shall be increased, as described in **Exhibit "A"** attached hereto and incorporated by reference; and that Section 8-2.20, of the District Code, shall be revised to reflect these changes.

BE IT FURTHER RESOLVED that, effective October 1st, 2021, the District's volumetric rates, as described in **Exhibit A**, will increase from \$4.30 to \$4.37 per unit in the first tier and from \$7.41 to \$7.67 per unit in the second tier for residential customers. The Commercial Uniform Rate will be increased from \$6.40 to \$6.57 per unit, the Institutional Uniform Rate will be increased from \$6.38 to \$6.55 per unit and the Irrigation Uniform Rate will be increased from \$7.40 to \$7.76 per unit. District Code Section 8-2.18 shall be revised to reflect these revisions.

THIS RESOLUTION PASSED AND ADOPTED THIS 7TH DAY OF SEPTEMBER 2021, by the following votes:

Director Rogers _____

Director Foreman _____

By _____
President

Director Harland _____

Director Yudin-Cowan _____

By _____
Secretary

Director Bryant _____

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

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 7th day of September 2021, of which meeting all Directors were duly notified and at which meeting a quorum was present at all times and acting.

By _____
Secretary

Exhibit A

WATER CONSUMPTION RATES PER BILLING UNIT (BU)*	CURRENT	PROPOSED	
		EFFECTIVE 10/01/2021	
Bi-Monthly Fixed Service Charge:			
Residential and MFR 2 & 3 Units			
5/8 inch	\$30.94	\$36.06	
3/4 inch	\$44.61	\$52.16	
1 inch	\$71.95	\$84.36	
1 1/2 inch	\$140.29	\$164.87	
2 inch	\$222.30	\$261.49	
Commercial, MFR 4+ Units, Institutional and Irrigation			
5/8 inch	\$50.96	\$59.65	
3/4 inch	\$74.64	\$87.54	
1 inch	\$122.00	\$143.33	
1 1/2 inch	\$240.40	\$282.81	
2 inch	\$382.48	\$450.18	
3 inch	\$761.36	\$896.50	
4 inch	\$1,187.61	\$1,398.61	
6 inch	\$2,371.61	\$2,793.37	
Fire Service			
Up to 2 inch	\$18.78	\$20.09	
3 inch	\$36.79	\$39.37	
4 inch	\$69.98	\$74.88	
6 inch	\$155.33	\$166.20	
8 inch	\$269.12	\$287.96	
10 inch	\$401.88	\$430.01	
12 inch	\$506.19	\$541.62	
Volumetric Charges for All Water Consumed			
Residential Only - Tiered Rates (Per 1,000 Gallons) (1)			
Tier 1: 0-4	\$4.30	\$4.37	
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Commercial Uniform Rate - Per 1,000 Gallons	\$6.40	\$6.57	
Institutional Uniform Rate - Per 1,000 Gallons	\$6.38	\$6.55	
Irrigation Uniform Rate - Per 1,000 Gallons	\$7.40	\$7.76	
1. Single Family, Multi-Family with 2 or 3 Units, Outside District - Residential, and SCWA Residential customer.			

M E M O R A N D U M

TO: Valley of the Moon Water District Board of Directors

FROM: Amanda Hudson, Administration Manager

SUBJECT: Monthly Financial Reports & Disbursements for July 2021

Revenue

- July Revenue was \$649,034 and consistent with last fiscal year.

Salaries

- Total salaries are consistent with the budget.

Purchased Water

- July Purchased Water was 5% over budget. This is expected due to summertime usage and is a reduction from last fiscal year's July Purchased Water which was 8% over budget.

Expenses

- Expenses without Purchased Water is on track with the budget for the first month of the fiscal year.

Transfer to/from reserves

- The annual budgeted amount from reserves is \$119,390 and YTD the District is negative \$39,825. The Purchased Water is contributing to the deficit for July.

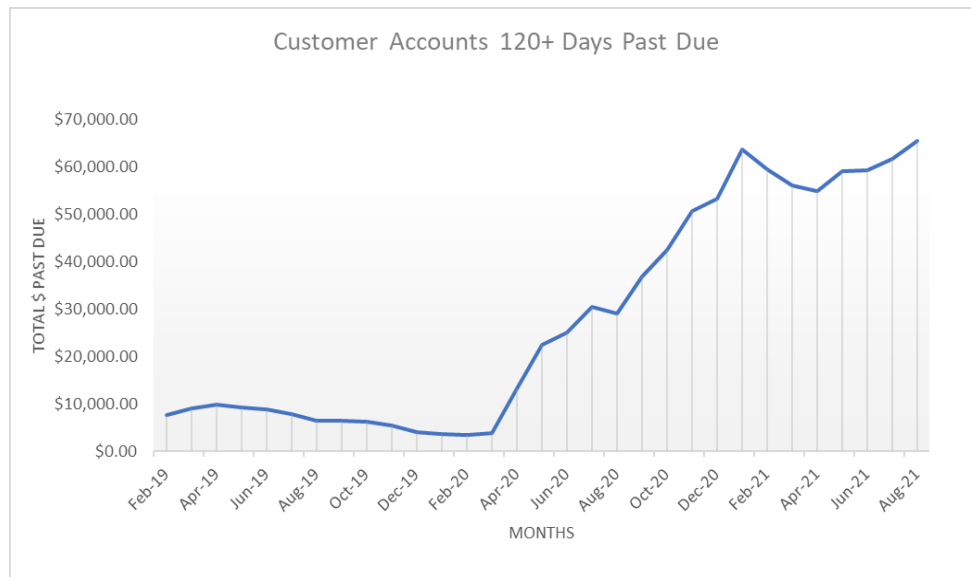
CIP

- YTD expenditures for CIP as of July 30, 2021, total \$18,709.

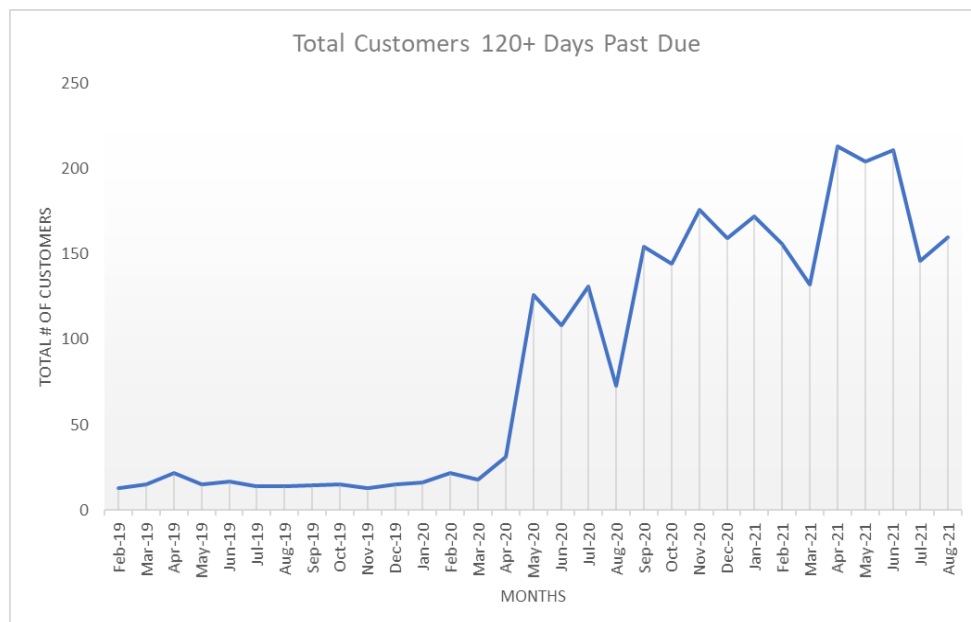
FEMA

- Abandonment project \$69,892 – submitted all supporting documents and waiting for FEMA approval (could take approximately 6 months with a payout date of November/December 2021). No update in timeline at this point.
- Saddle Tank project \$659,422 / Admin time toward FEMA projects \$16,892 – working to submit supporting documents to our current Close Out Specialist at CalOES to proactively work toward getting him assigned to remaining projects.
- CalOES has confirmed receipt of the District's FEMA Plan Approval Letter for the Local Hazard Mitigation Plan (LHMP). Staff is working on close-out procedures to request "final reimbursement". The previously submitted reimbursements include the total amount the District is due. On 8/20/21, CalOES confirmed they processed our reimbursement request. We are awaiting payment and will continue to follow up.

Delinquent Payments



- This chart represents total *past due dollars* (120+ days past due) for active customer accounts from February 2019 – August 2021.
- It is important to note that on February 1, 2020, late notices and shut off for non-pay timelines were extended due to SB 998. Shortly after, turn-offs were suspended due to COVID-19 and will continue to be suspended until at least September 30, 2021.
- The State Water Resources Control Board (SWRCB) has a survey open for water providers to report arrearages as a result of COVID to provide grant funds. Staff is working on completing the survey by September 10, 2021, and applying for grant funding.



Payment Plans

- As a part of the arrearage grant, specific types of payment plans have to be in place with customers. Staff is waiting for more guidance from SWRCB before implementing a specific payment plan to ensure it meets the appropriate criteria to grant the District funding.

Audit Update

- The District's new Finance Manager, Oscar, has been working on the audit since his arrival at the end of August. He is gathering all the FY2019-2020 samples requested by the auditors.

Recommendation:

Receive and approve, by roll call vote, the monthly financial reports and disbursements in the amount of \$867,731.56 for the month of July.

Attachments:

Monthly Financial Disbursements

Board of Directors Disbursements

Monthly Revenue & Expense Comparison Report

Report of Investments

Capital Improvement Project Summary

VALLEY OF THE MOON WATER DISTRICT

Monthly Financial Disbursements

July 2021

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
38682 JOHN WALTER	CUSTOMER REFUND - CLOSED ACCOUNT	96.06
38683 ACCOUNTEMPS	TEMP LABOR WEEK ENDING 06/25/21	4,400.79
38684 AT&T	TELEPHONE - ADMIN OFFICES 05/22/21 - 06/21/21	45.65
38685 CINTAS	AED LEASE AGREEMENT	214.83
38686 SHARON CLARK	100 FACE MASKS WITH FASTENERS	700.00
38687 COOPERATIVE PERSONNEL SERVICES	HR RECRUIT/ADVERTISING FOR FINANCE MANAGER	543.75
38688 CRH TRUCKING	HAULING SERVICE	1,480.00
38689 CROWN TROPHY PETALUMA	ENGRAVED FLEXBRASS PLATE	64.02
38690 DEPT. OF PUBLIC WORKS/RDS	SONOMA COUNTY 2020 PAVEMENT PRESERVATION PROGRAM	49,005.00
38691 EKI ENVIRONMENT & WATER	ONCALL HYDRAULIC MODELING 05/01/21 - 05/28/21	3,450.72
38692 FEDEX	SHIPPING SAMPLES	107.96
38693 HARSHWAL & COMPANY, LLP	PROF FEE FOR TAX SERVICES YEAR ENDED 06/30/20	1,248.00
38694 LACO	PROF SERVICES 3/21-4/30/21 DONALD HILLSIDE STABILIZATION	13,536.25
38695 PACE SUPPLY CORP.	SERVICE REPLACEMENT, INVENTORY, O&M SUPPLIES	5,219.40
38696 PARK LANDSCAPE MAINTENANCE	LANDSCAPE MAINTENANCE FOR DISTRICT OFFICES	189.00
38697 PATTI & LOUIE PEREZ	CASH FOR GRASS	550.00
38698 SMILE BUSINESS PRODUCTS	PRINTER MONTHLY LEASE 6/10-7/09/21	36.31
38699 SONOMA AUTO PARTS, INC.	O/M VEHICLE MAINTENANCE	68.40
38700 SONOMA MEDIA INVESTMENTS, LLC.	NOTICING FOR UWMP, DROUGHT, BOARD MEETINGS	1,454.00
38701 STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	298.86
38702 SOILAND CO., INC.	DONALD HILLSIDE STABILIZATION, MULCH FOR OFFICE BUILDING	1,845.28
38703 UNITED RENTALS (NORTH AMERICA)	RAMMER LARGE 2900-3600 LBS/BLOW	3,125.03
38704 USA BLUEBOOK	PRESSURE GAUGE	301.32
38705 VERIZON WIRELESS	CELL PHONE SERVICE 06/04/21- 07/03/21	272.09
38706 WILLIAM D. WROBEL	HAULING SERVICES	1,390.00
38707 WEBSOFT DEVELOPERS, INC.	MMS ANNUAL SOFTWARE SUBSCRIPTION 7/1/21-6/30/22	19,440.00
38708 GWEN MORRIS	CUSTOMER REFUND - CLOSED ACCOUNT	26.46
38709 PARKLANE DEVELOPMENT MANAGEMENT	CUSTOMER REFUND - CLOSED ACCOUNT	35.24
38710 ACCOUNTEMPS	TEMP LABOR WEEK ENDING 07/02/21	3,976.55
38711 ANDERSON INDUSTRIAL ENGINES, INC	EQUIPMENT MTNC/REPAIRS WATER PUMP	225.53
38712 BOLD, POLISNER, MADDOW, NELSON & JUDSON	ATTORNEY FEES (JUNE); POTTER VALLEY ATTORNEY FEES (JUNE)	6,570.00
38713 B.W.S. DISTRIBUTORS, INC	O/M SAFETY PLASTIC COMPAX BLOWER	427.16
38714 CALTEST LABORATORY	ROUTINE WATER TESTING	1,032.00
38715 CINTAS	SERVICE TO REPLENISH EMERGENCY SUPPLIES	15.88
38716 COMCAST	INTERNET SERVICE (JULY)	155.01
38717 CORE UTILITIES, INC.	CONSULTING SERVICES (JUNE)	720.00
38718 NICK CREWS	BOOTS/PANTS REIMBURSEMENT & CELL PHONE & TEXT REIMBURSEMENT 06-07/21	560.00
38719 CSW/ST2 ENGINEERING GROUP, INC	P-2 GLEN ELLEN TRANSMISSION & FIRE FLOW	9,315.00
38720 EKI ENVIRONMENT & WATER	PRESSURE ZONE 1F TANK PROJECT	3,592.16
38721 NICOLAS EVANSON	O&M - SAFETY & CLOTHING ALLOWANCE BOOTS/PANTS	500.00
38722 PACIFIC GAS & ELECTRIC CO	UTILITIES (JUNE)	14,321.69
38723 RAYMOND J AND SUZANNE LARBRE	WATER PURCHASES: LARBRE WELL (JUNE)	2,940.79
38724 RECOLOGY	WASTE DISPOSAL (JUNE)	451.12
38725 ROADRUNNER DRILLING & PUMP CO.	LARBRE (OLD) REHAB-WELL VIDEO INSPECTION JAN 2020	2,275.00
38726 SONOMA CO. WATER AGENCY	WATER PURCHASES 05/27-06/24/21	218,829.84
38727 STATIONARY ENGINEERS, LOCAL 39	UNION DUES FOR O&M (JUNE)	692.98
38728 STEVE'S SMOG & AUTO REPAIR	O&M VEHICLE MAINTENANCE	237.00
38729 U.S.BANK - GLOBAL CORP.TRUST SVCS	IBANK LOAN PAYMENT - INTEREST AND PRINCIPAL	52,837.29
38730 WOOD ENVIRONMENT & INFRASTRUCTURE	LHMP SERVICES THRU 06/25/21	308.50
38731 KEVIN LOPEZ	D2 LICENSE FEE REIMBURSEMENT	60.00
38732 ACCOUNTEMPS	TEMP LABOR WEEK ENDING 06/04/21	1,652.48
38733 ACWA/JPIA	O/M - GROUP INSURANCES (AUGUST)	2,501.37
38734 ACWA/JOINT POWERS INS.	WORKERS' COMPENSATION 04/01/21-06/30/21	5,816.76
38735 VOID	VOID	-
38736 COOPERATIVE PERSONNEL SERVICES	HR RECRUIT/ADVERTISING FOR FINANCE MANAGER	150.00
38737 EKI ENVIRONMENT & WATER	PROJECT WELL 5A SERVICES 5/29/21-06/25/21	1,360.06
38738 FRIEDMAN'S HOME IMPROVEMENT	WELL CHLORINATION PROJECT, O&M SUPPLIES	615.95

VALLEY OF THE MOON WATER DISTRICT

Monthly Financial Disbursements

July 2021

CK # Vendor Name	Invoice Description	Amount
38739 GARY'S POOL SERVICE	CHLORINE	559.60
38740 GRAINGER	O&M SUPPLIES	983.90
38741 INFOSEND, INC	JUNE STATEMENT: BILL PROCESSING & POSTAGE	2,239.10
38742 NORTH BAY PETROLEUM	FUEL	1,924.41
38743 PARSONS LUMBER & HARDWARE	WELL CHLORINATION PROJECT, O&M SUPPLIES, SADDLE TANK IRRIGATION	220.89
38744 SONOMA VALLEY PEST CONT.	OUTSIDE SERVICE- PEST CONTROL	95.00
38745 SONOMA MATERIALS	NEW SERVICES SUPPLIES	189.44
38746 STANDARD INSURANCE CO.	GROUP INSURANCE LTD (AUGUST)	274.74
38747 SOILAND CO., INC.	BUILDING MATERIALS- ARBOR MULCH	421.80
38748 U.S. BANK EQUIPMENT FINANCE	EQUIPMENT REPLACEMENT-SHARP COPIER	104.42
38749 VERIZON WIRELESS	MACHINE TO MACHINE 06/13/21-07/12/21	192.08
38750 AFLAC	AFLAC PREMIUM (JUNE)	986.81
ACH EFTPS FEDERAL TAX WITHHOLDING	FEDERAL PAYROLL TAXES PAYROLL 07/01/21	12,754.41
ACH CALIFORNIA EMPLOYMENT DEVELOPMENT	STATE PAYROLL TAXES PAYROLL 07/01/21	2,608.00
ACH RETIREES	RETIREES BENEFITS (JULY)	3,785.03
ACH PERS	PEPRA RETIREMENT CONTRIBUTION PAYROLL 07/01/21	5,147.73
ACH PERS	CLASSIC RETIREMENT CONTRIBUTION PAYROLL 07/01/21	1,896.07
ACH PERS	DEFERRED COMP CONTRIBUTION PAYROLL 07/01/21	1,125.00
ACH VALIC	DEFERRED COMP CONTRIBUTION PAYROLL 07/01/21	1,300.00
ACH PERS	HEALTH INSURANCE PREMIUM (JULY)	23,830.18
ACH WESTAMERICA BANK	8X8 OFFICE PHONE SYSTEM, ANNUAL FEE FOR WEBSITE, SONOMA PERMIT	3,491.64
ACH EFTPS FEDERAL TAX WITHHOLDING	FEDERAL PAYROLL TAXES 07/15/21	13,211.06
ACH CALIFORNIA EMPLOYMENT DEVELOPMENT	STATE PAYROLL TAXES 07/15/21	2,855.31
ACH VALIC	DEFERRED COMP CONTRIBUTION PAYROLL 07/15/21	1,300.00
ACH PERS	CLASSIC RETIREMENT CONTRIBUTION PAYROLL 07/15/21	2,218.03
ACH PERS	PEPRA RETIREMENT CONTRIBUTION PAYROLL 07/15/21	5,321.29
ACH PERS	DEFERRED COMP CONTRIBUTION PAYROLL 07/15/21	1,125.00
ACH PERS	UNFUNDED ACCRUED LIABILITY RATE PLAN 957 (CLASSIC)	210,916.00
ACH PERS	UNFUNDED ACCRUED LIABILITY RATE PLAN 27450 (PEPRA)	7,053.00
ACH EFTPS FEDERAL TAX WITHHOLDING	FEDERAL PAYROLL TAXES 07/29/21	12,345.33
ACH ESMART PAYROLL	Q2 941 ONLINE FILING FEE	5.95
ACH PERS	PEPRA RETIREMENT CONTRIBUTION PAYROLL 07/29/21	4,745.65
ACH PERS	CLASSIC RETIREMENT CONTRIBUTION PAYROLL 07/29/21	2,218.03
ACH CALIFORNIA EMPLOYMENT DEVELOPMENT	STATE PAYROLL TAXES 07/29/21	2,727.61
ACH PAYMENTUS	TRANSACTION FEES FOR JULY 2021	652.85

Net Payroll (After Deductions) 95,621.66

BOARD PRESIDENT

\$867,731.56

GENERAL MANAGER

Board of Directors
July Disbursement

	Pay Date	Bryant	Foreman	Harland	Rogers	Yudin-Cowan
Regular Board Meeting 7/6/21	7/15/2021	197.00	197.00	197.00	197.00	197.00
System Tour 7/13/21	7/29/2021					197.00
System Tour 7/14/21	7/29/2021	197.00			197.00	
ACWA Region 3 Event 7/20/21	7/29/2021		197.00			
Total		394.00	394.00	197.00	394.00	394.00

VALLEY OF THE MOON WATER DISTRICT
MONTHLY REVENUE AND EXPENSE COMPARISON
PERIOD ENDING JULY 31, 2021

Page.: 1
92% of year remaining

	Actual 19-20	Actual 20-21	Approved Budget 21-22	Current Month July	Fiscal Year To Date 07/21-06/22	Budget Remaining	% Remaining	Forecasting Notes & Significant Changes for 2021-2022
Revenues								
Interest Income	\$ 103,320	\$ 51,074	\$ 53,000	5,387	\$ 5,387	\$ 47,613	90%	
Gain on Sale of Assets	-	-	-	-	-	-	-	
Operating Revenue	6,654,453	6,972,525	6,630,493	639,328	639,328	5,991,165	90%	
Customer Penalties & Fees	50,115	21,161	22,932	3,495	3,495	19,437	85%	
Misc. Income	25,641	17,801	12,875	787	787	12,088	94%	
Leak Adjustments	(9,614)	-	(9,613)	37	37	(9,650)	100%	
Total Revenue	6,823,915	7,062,561	6,709,687	649,034	649,034	6,060,652	90%	
Expenses								
Salaries:								
O&M - Operating Wages	746,270	824,230	937,890	85,692	85,692	852,198	91%	
Stand-By	29,731	31,899	32,098	3,693	3,693	28,405	88%	
Net O&M Operating Wages	776,001	856,129	969,987	89,385	89,385	880,602	91%	
Administration	477,145	533,936	556,987	54,873	54,873	502,114	90%	
Temporary Employees	-	169,374	-	-	-	-	-	
Total Salaries	1,253,146	1,559,439	1,526,975	144,258	144,258	1,382,716	91%	
Weighted Wages Transferred to Capital Projects	(226,389)	(638,703)	(571,852)	(54,025)	(54,025)	(517,827)	91%	
Net Operating Wages	1,026,757	920,736	955,123	90,234	90,234	864,889	91%	Net Wages used to calculate Net Position
Benefits:								
O&M - Operating & Maintenance	149,753	190,063	217,020	15,739	15,739	201,281	93%	
Administration	92,693	105,093	139,833	8,455	8,455	131,378	94%	
Retirees	86,604	69,530	75,044	5,809	5,809	69,235	92%	
Total Benefits	329,051	364,686	431,898	30,003	30,003	401,895	93%	

Mandatory Costs							
Workers Comp:							
Operating & Maintenance	31,452	28,336	24,338	-	-	24,338	100%
Acct/Administration	4,594	3,996	3,122	-	-	3,122	100%
FICA/Medicare:							
Operating & Maintenance	63,979	65,277	72,904	6,797	6,797	66,107	91%
Administration	33,643	33,759	40,352	3,684	3,684	36,668	91%
District Portion/Retirement:							
Operating & Maintenance	73,511	78,145	85,311	7,799	7,799	77,512	91%
Administration	38,077	48,543	54,316	5,294	5,294	49,022	90%
CalPERS Accrued Liability	210,301	210,500	217,969	18,164	18,164	199,805	92%
Total Mandatory Costs	455,556	468,556	498,311	41,738	41,738	456,573	92%
Travel & Training							
Operating & Maintenance	7,760	7,333	7,725	60	60	7,665	99%
Administration	12,121	1,750	12,000	-	-	12,000	100%
Total Travel & Training	19,881	9,083	19,725	60	60	19,665	100%
Board of Directors:							
Meeting Compensation	15,403	31,303	30,000	2,744	2,744	27,256	91%
Travel & Training	5,479	520	5,000	123	123	4,877	98%
Total Board Expenses	\$ 20,881	\$ 31,823	\$ 35,000	2,867	2,867	32,133	92%
Services & Supplies							
Purchased Water	\$ 2,108,460	\$ 2,487,512	\$ 2,206,281	\$ 277,224	\$ 277,224	\$ 1,929,057	87%
Safety & Clothing Allowance	10,201	7,222	14,265	9,675	9,675	4,590	32% Budgeted items purchased this month
Vehicle Maintenance	10,357	6,210	7,000	639	639	6,361	91%
Election Costs	-	-	-	-	-	-	-
Employee Relations	4,219	4,089	4,345	42	42	4,303	99%
Legal Fees	103,981	194,618	65,000	6,108	6,108	58,892	91%
Engineering General Support	-	4,659	3,600	-	-	3,600	100%
Misc. Expenses/Contributions	22,223	25,000	25,000	-	-	25,000	100%
Advertising	-	1,340	1,000	-	-	1,000	100%
Outside Services	31,985	31,534	35,278	2,504	2,504	32,774	93%
Annual Audit	12,867	-	10,036	-	-	10,036	100%
Bad Debts/Collections	1,969	9,828	12,000	-	-	12,000	100%
Building MTNC.	16,024	10,146	9,000	11,645	11,645	(2,645)	-29% Insurance reimb for bay door in 8/2021
Dues and Subscriptions	24,741	25,187	25,350	245	245	25,105	99%
Equipment MTNC./Repairs	18,163	27,395	25,000	1,749	1,749	23,251	93%
Fees (County/State)	59,519	53,621	52,793	12,206	12,206	40,587	77% LAFCO bill for FY21/22

Fuel	24,380	24,936	27,061	1,924	1,924	25,137	93%
Bank Charges	39,074	11,435	30,443	660	660	29,783	98%
Liability Ins. (Incl. Losses)	41,500	39,692	50,814	4,293	4,293	46,521	92%
Postage	21,352	21,372	21,058	1,484	1,484	19,574	93%
Public Information	6,969	5,848	7,861	480	480	7,381	94%
Service Contracts	53,205	54,024	55,845	3,729	3,729	52,116	93%
Office Supplies	11,031	7,878	8,151	557	557	7,594	93%
Telephone-Internet	13,564	16,748	13,600	1,201	1,201	12,399	91%
Small Tools & Equipment	11,728	8,724	8,450	1,167	1,167	7,283	86%
Trash Disposal	5,307	5,525	5,458	451	451	5,007	92%
Utilities - PG&E	126,073	165,292	170,876	17,535	17,535	153,341	90%
Professional Services	66,387	117,331	131,518	11,747	11,747	119,771	91%
Water Testing	32,320	33,976	39,338	2,446	2,446	36,892	94%
Water Main Maintenance	10,787	15,249	11,000	-	-	11,000	100%
Service Line Maintenance	5,073	13,095	5,000	16	16	4,984	100%
Hydrant Repairs	-	3,189	4,000	-	-	4,000	100%
Misc. System Maintenance	3,388	4,963	5,500	391	391	5,109	93%
Wells Maintenance	13,108	2,904	6,000	3,056	3,056	2,944	49% Old Larbre rehab well invoice from 2020
Pump Maintenance	6,421	10,334	12,000	-	-	12,000	100%
Storage Tank Maintenance	4,073	4,708	10,000	-	-	10,000	100%
Water Conservation Program	32,719	3,396	34,500	1,597	1,597	32,903	95%
Abandoned Projects	-	-	-	-	-	-	-
Interest Expense	51,645	29,426	20,000	6,699	6,699	13,301	67% IBank loan interest
Equipment Replacement	1,861	-	6,000	104	104	5,896	98%
Total Services & Supplies	3,006,675	3,488,406	3,180,420	381,574	381,574	2,798,846	88%
Total Expenses	4,858,802	5,283,290	5,120,477	546,476	546,476	4,574,001	89%
Revenues Less Expenses	1,965,112	1,779,272	1,589,210	102,559	102,559	1,486,651	
Allocation to CIP	(2,000,000)	(2,100,000)	(1,708,600)	(142,383)	(142,383)	(1,566,217)	
Transfer to/from Undesignated Reserves	\$ (34,888)	\$ (320,728)	\$ (119,390)	\$ (39,825)	\$ (39,825)		

VALLEY OF THE MOON WATER DISTRICT
REPORT OF INVESTMENTS AND RESERVES
For the Month Ended July 2021

Start of Fiscal Year

	LAIF	\$	975,323
	SCIP		3,122,208
Westamerica Bank Checking/Petty Cash			<u>339,077</u>
Total Beginning Cash	\$		<u><u>4,436,608</u></u>

Year To Date

	LAIF	\$	975,323
	SCIP		3,122,208
Westamerica Bank Checking/Petty Cash			<u>339,077</u>
Total ending Cash	\$		<u><u>4,436,608</u></u>

	LAIF	SCIP
Average Rate of Interest	0.221%	0.521%

Total Cash/Investment Balance \$ 4,436,608

(1) FY 2021-2022 Board Approved Capital Projects	(1,708,600)
Year to Date Capital Project Disbursements	18,709
Remaining Transfer of Current Year Revenues to Capital Project Fund	1,566,217
(2) Board Designated Reserves (Board Approved with 20/21 Budget)	
(a) Operations & Maintenance Reserve (3 Months Operations)	(1,295,000)
(b) Rate Stabilization Reserve	(555,000)
(c) Capital Improvement Program	(1,100,000)
Total Board Designated Reserves	<u><u>(2,950,000)</u></u>

Undesignated
Reserves-
funding for
remaining 5-Year
Capital Plan \$ 1,362,934

Remaining 5-
Year Capital Plan \$ 11,368,799

Project #	Project	Improvement Description	Total Budget	Current Month - July	YTD Expenditures	Budget Remaining	% Remaining
			2021/22				
Facilities and Maintenance Projects							
CIP-3002	Zenner Hydrant Meters	Buy 5 at 2600 each	13,000	-	-	13,000	100%
CIP-3003	Replace failing lids	Large lids on vaults - 5 are in bad shape/need to be replaced	25,000	-	-	25,000	100%
CIP-3004	Better paving cutter		11,000	-	-	11,000	100%
CIP-3005	Non-metallic pipe locator	GPR Locator with GPS capability	22,000	-	-	22,000	100%
CIP-3007	Racks in Yard	Pipe and pallet racks for yard	20,000	109	109	19,891	99%
CIP-3011	Replace Signs at Office/Yard	Replace/cover existing signs with new ones of the same or similar style	15,000	-	-	15,000	100%
CIP-3013	Replace #32 & #33 with F250 or F350 utility body trucks	Purchased at the same time, have higher mileage, and need to be replaced to maintain fleet reliability. With recent changes in operations, it is proposed that they be replaced with utility body trucks to increase flexibility in the fleet.	130,000	-	-	130,000	100%
CIP-2957-13	CL2 Equipment	Install new CL2 pumps and CL2 monitoring equipment	30,000	2,338	2,338	27,662	92%
CIP-5107	County of Sonoma Paving Projects requiring adjustments and or relocation of District facilities	SONOMA COUNTY 2021 PAVEMENT PRESERVATION PROGRAM Greger St, Riverside Dr, Thomson Ave	40,000	-	-	40,000	100%
CIP-3015	Caltrans Project on Hwy 12		50,000	-	-	50,000	100%
CIP-6001	New Services	Customer pays 100%		2,273	2,273	(2,273)	
CIP-6004	All Service Replacements	All service replacements combined	40,000	9,021	9,021	30,979	77%
CIP-8100	Valve Replacement Program	Valve Replacement Program	25,000	-	-	25,000	100%
CIP-3016	Repave corporate yard parking lot	Sealing contractor advised that the condition of the lot would not allow for additional sealing	100,000	-	-	100,000	100%
CIP-2991	GPS Facilities	10,000 estimated assets to GPS locate approx. 600 complete 2020.	20,000	-	-	20,000	100%
CIP-3018	Installation of generator at Main Office	Using a generator and transfer switch purchased in previous fiscal year. Installation cost only.	15,000	-	-	15,000	100%
CIP-3019	Park Ave, Hanna Tank Road & Kearney site clean up	Fire preparedness and elimination of large trees that could potentially fall on critical pumping facility	27,000	4,100	4,100	22,900	85%
Total Facilities and Maintenance Projects			583,000	17,841	17,841	565,159	97%

Project #	Project	Improvement Description	Total Budget	Current Month - July	YTD Expenditures	Budget Remaining	% Remaining
			2021/22				
Pipeline Projects							
CIP-2993 P-1	Steel Pipe Replacement	Replace all remaining steel water mains and convert steel laterals to customer service connections throughout distribution system as detailed by Figure 9-2. Mainlines and service lines separate. RFP sent 03/2020. Engineering 07/2020, Construction to begin Spring 2021.	250,000	251	251	249,749	100%
Total Pipeline Projects			250,000	251	251	249,749	100%
Wells, Pumping, & Supply							
CIP-2949	Well No. 5A (Verano Well Replacement)	Contractor's work will occur in FY21/22. Remaining budget from FY20/21 to rollover. Additional funds may be needed pending results of zone testing.	105,000	-	-	105,000	100%
CIP-2983	New Larbre/ Pedroncelli Well(s) Private	Construction of District facilities, 2 Wellhouses & 2 chlorine injection systems, SCADA, security cameras at the Larbre/Pedroncelli wells on Arnold	300,000	617	617	299,383	100%
CIP-2989	New Well No. 11 Redrill Park Engineering	Drilled next to & operated with existing well. Develop a minimum 100gpm District owned Well.	225,000	-	-	225,000	100%
CIP-3024	WSA/Transition Plan @ SDC	Understand the needs of the water system at SDC and what to plan for before the transition begins. May get CalOES funding for these studies which would offset the cost shown	100,000	-	-	100,000	100%
Total Wells			730,000	617	617	729,383	100%
Tanks							
CIP-3001	Saddle Tank non-FEMA	Contractor not able to install in 20/21 fiscal year. Construction will be completed early 21/22.	30,000	-	-	30,000	100%
CIP-3030	Upgrade fall protection at all tanks per new OSHA requirements	All or most tanks will need a new fall protection device at about \$1200 each	15,600	-	-	15,600	100%
CIP-3032	Tank Site Solar upgrade	Right size the solar equipment and use industry standard batteries and enclosures. Engineered by professional and installed by VOM staff.	100,000	-	-	100,000	100%
Total Tanks			145,600	-	-	145,600	100%
		Total	Total Budget	Current Month - July	YTD Expenditures	Budget Remaining	% Remaining
		Total Water System Improvements:	\$ 1,708,600	\$ 18,709	\$ 18,709	\$ 1,689,892	99%

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

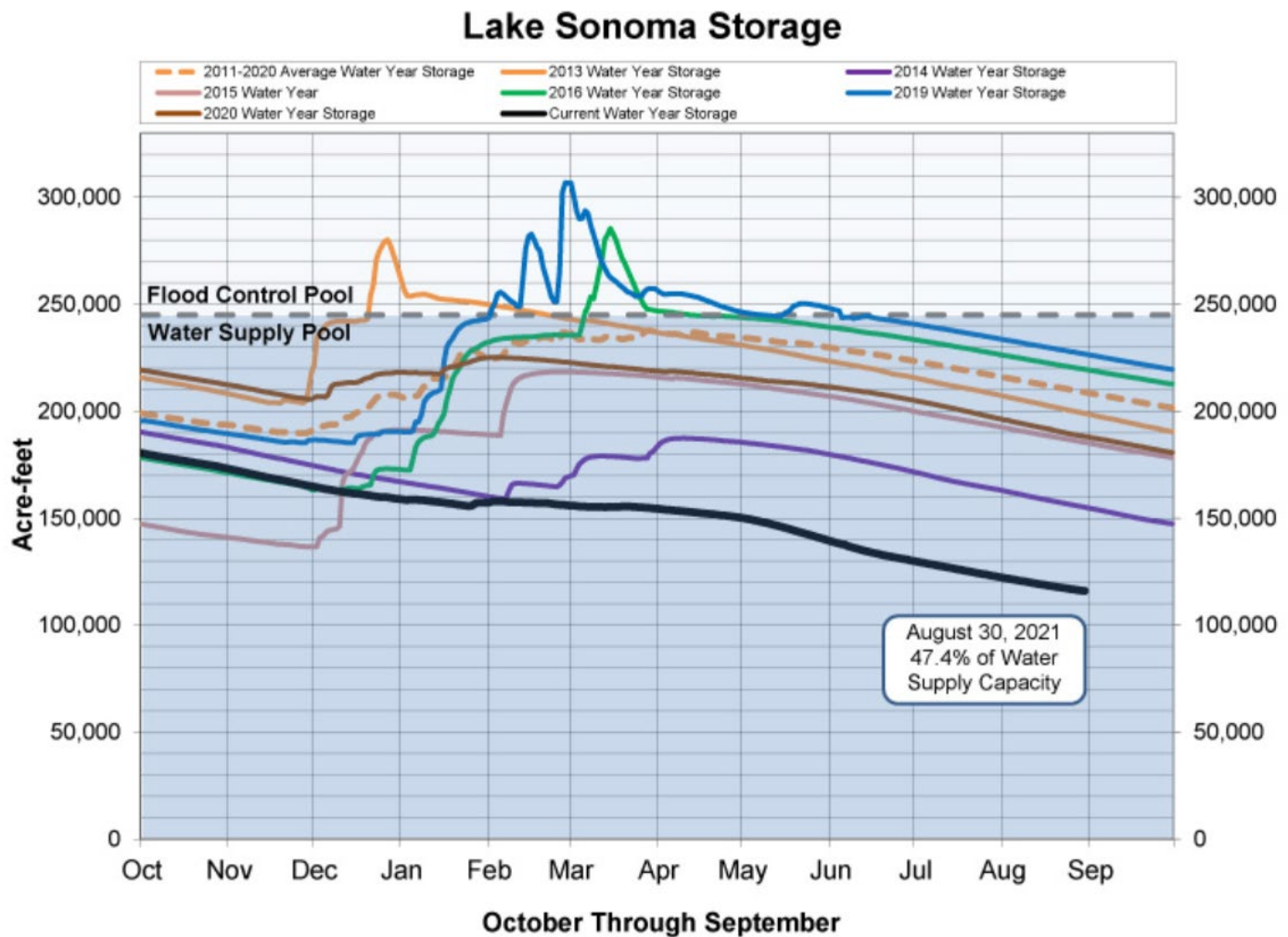
FROM: Brian Larson, Water System Manager

SUBJECT: Water Supply & Water Source Update

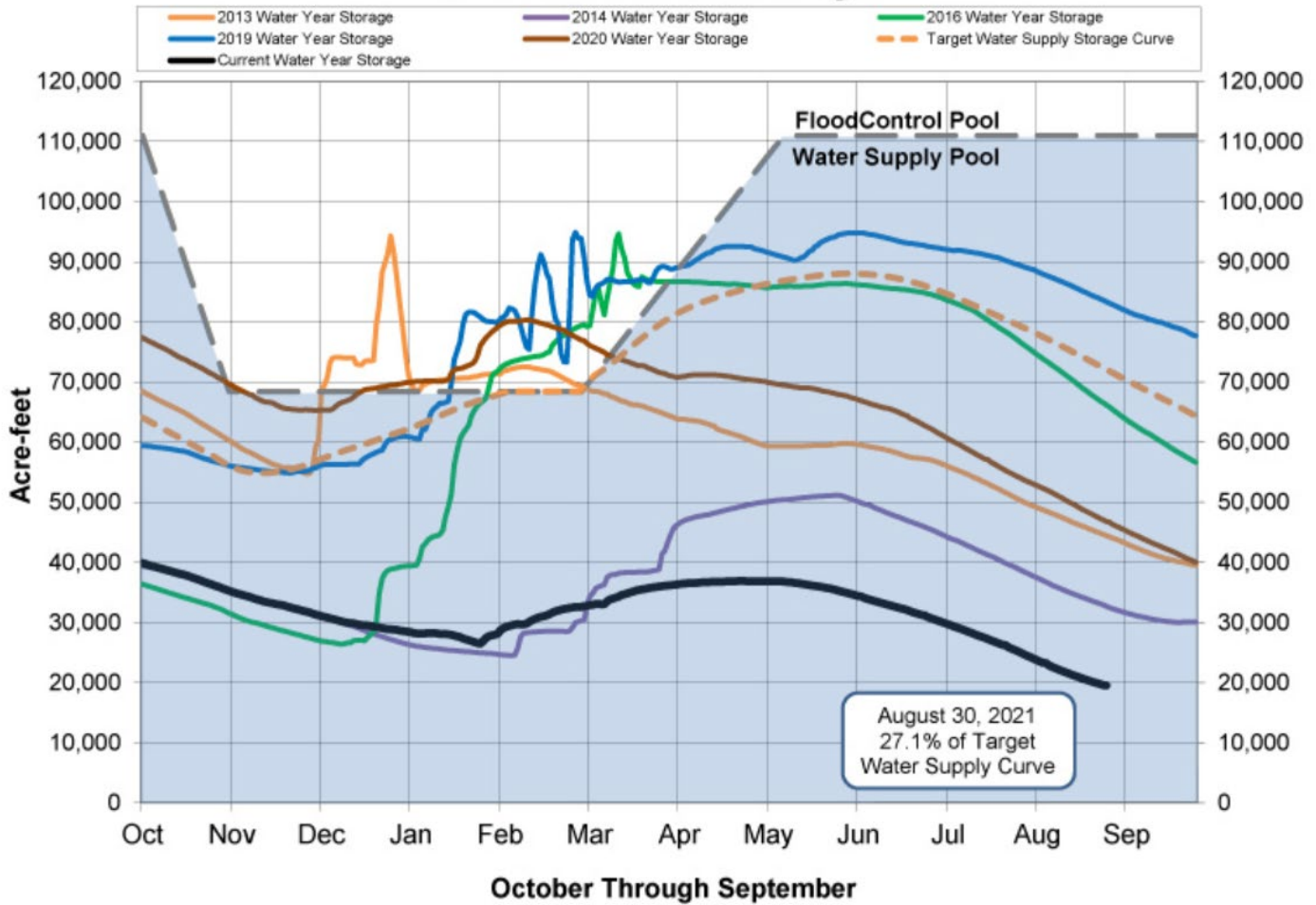
Water source report:

19.16% of the District's water was produced from the wells in July.

Lake Sonoma: 47.4% full, Lake Mendocino: 27.1% of Target Curve as of August 30th, 2021.

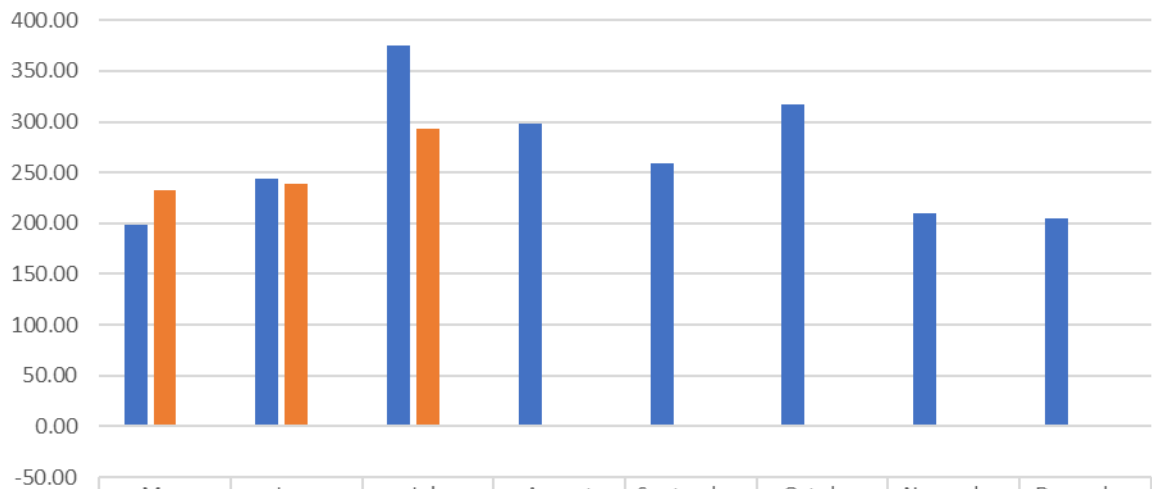


Lake Mendocino Storage



If billing data becomes available before the Board meeting, the below tables will be updated to reflect August figures:

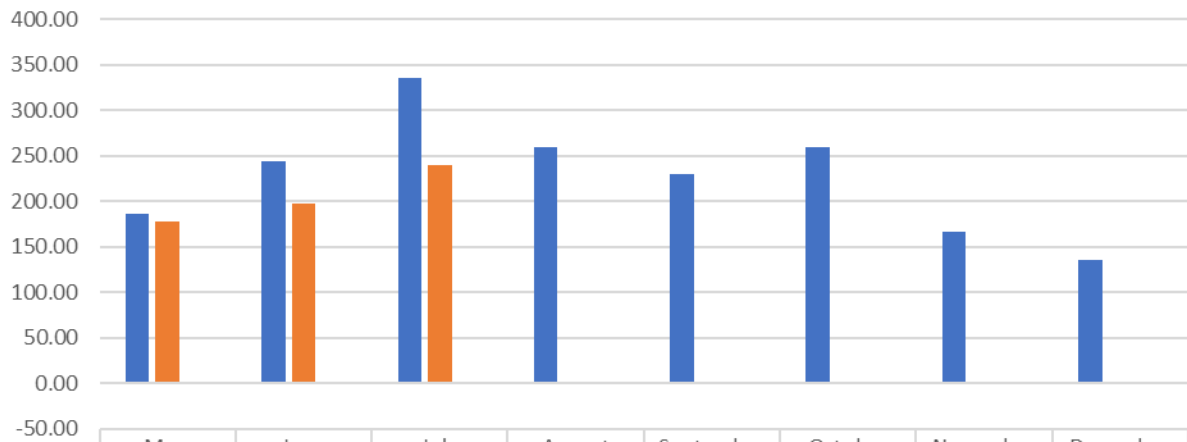
Total Water Production 2021 Compared to 2020 (includes wells)



	May	June	July	August	September	October	November	December
Total 2020	198.96	244.14	375.14	298.77	258.75	316.97	209.58	204.21
Total 2021	232.88	238.48	293.71					
Total Percent Difference	17%	-2%	-22%					

■ Total 2020 ■ Total 2021 ■ Total Percent Difference

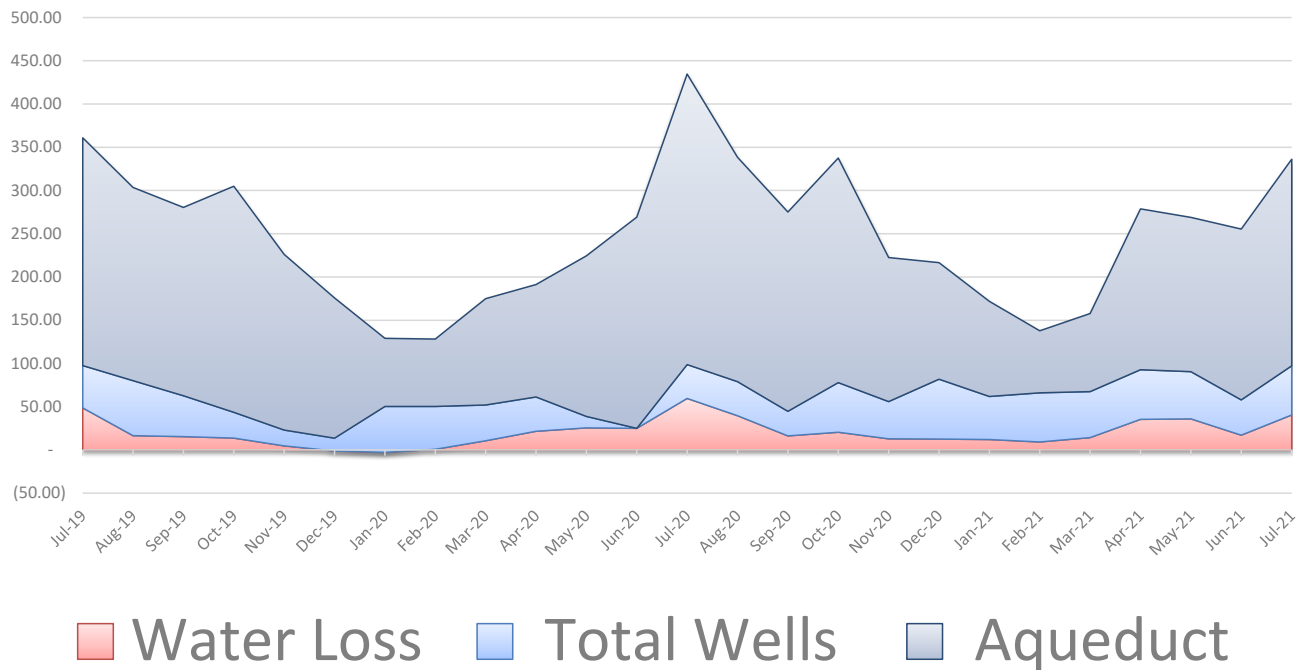
Sonoma Water Purchases 2021 Compared to 2020



	May	June	July	August	September	October	November	December
■ Sonoma Water 2020	185.66	244.14	335.91	259.36	230.45	259.45	166.51	134.97
■ Sonoma Water 2021	178.28	197.64	239.11					
■ SW Percent Different	-4%	-19%	-29%					

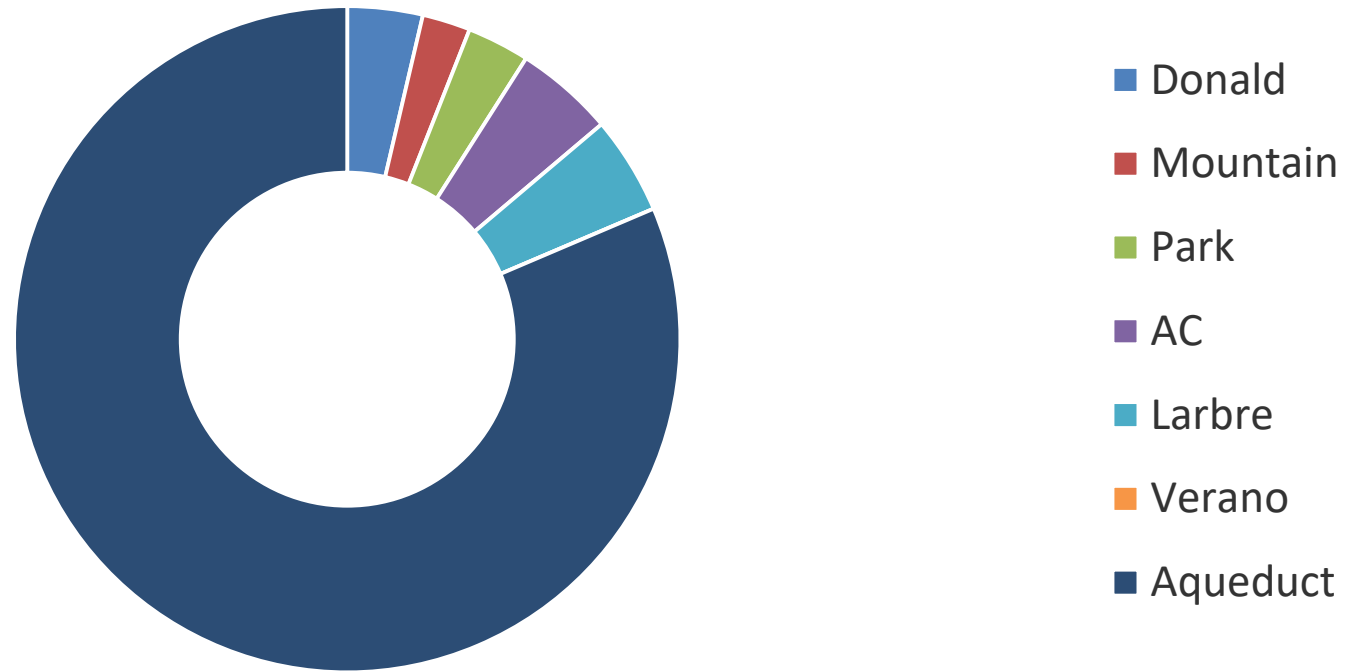
■ Sonoma Water 2020
 ■ Sonoma Water 2021
 ■ SW Percent Different

Water Supply Sources - Valley of the Moon Water District Acre Feet Per Month



Month	Donald*	Mt Ave*	Park Ave*	Agua Cal*	Larbre*	Aqueduct	Total Wells	Wells %	Total AF Produced	Total AF Deliveries	Water Loss (Rolling 3 month Avg)	Water Loss %
Jul-19	14.90	11.13	10.55	0.00	12.28	263.36	48.86	15.65%	312.22	213.96	48.59	23%
Aug-19	18.23	12.97	9.69	10.16	12.46	223.63	63.50	22.12%	287.13	305.41	16.46	5%
Sep-19	13.48	8.98	0.00	15.45	9.27	217.87	47.18	17.80%	265.05	283.67	15.48	5%
Oct-19	8.48	0.86	0.00	14.17	6.28	261.29	29.79	10.23%	291.08	281.62	13.80	5%
Nov-19	0.00	0.00	0.00	16.28	1.88	203.23	18.16	8.20%	221.39	236.60	4.69	2%
Dec-19	4.67	3.25	0.00	5.33	1.45	162.17	14.70	8.31%	176.86	198.78	(1.14)	-1%
Jan-20	13.15	11.49	9.70	18.70	0.00	78.95	53.04	40.18%	131.99	144.24	(2.90)	-2%
Feb-20	13.08	9.33	10.68	14.71	1.72	77.88	49.52	38.87%	127.40	120.87	0.83	1%
Mar-20	9.88	6.87	10.24	14.44	0.00	122.89	41.43	25.21%	164.32	130.35	10.63	8%
Apr-20	13.60	5.57	6.45	14.06	0.00	129.99	39.68	23.39%	169.67	116.49	21.55	18%
May-20	5.28	3.07	0.00	4.95	0.00	185.66	13.30	6.68%	198.96	208.03	25.40	12%
Jun-20	0.00	0.00	0.00	0.00	0.00	244.14	0.00	0.00%	244.14	216.22	24.95	12%
Jul-20	1.05	13.43	11.33	13.43	0.00	335.91	39.23	10.46%	375.14	246.92	59.52	24%
Aug-20	13.66	2.31	9.50	13.95	0.00	259.36	39.41	13.19%	298.77	264.23	39.67	15%
Sep-20	10.17	0.00	7.83	10.30	0.00	230.45	28.30	10.94%	258.75	309.05	16.30	5%
Oct-20	15.32	0.00	11.44	16.81	13.95	259.45	57.52	18.15%	316.97	311.63	20.44	7%
Nov-20	11.69	0.00	9.02	12.26	10.11	166.51	43.07	20.55%	209.58	208.03	12.76	6%
Dec-20	18.48	0.10	14.26	20.10	16.28	134.97	69.24	33.91%	204.21	200.14	12.42	6%
Jan-21	11.95	4.90	8.76	13.47	10.86	109.95	49.94	31.23%	159.89	149.31	11.92	8%
Feb-21	12.75	7.40	9.96	12.95	13.73	71.68	56.79	44.21%	128.47	125.28	9.18	7%
Mar-21	13.04	4.24	9.73	12.76	13.25	90.36	53.02	36.98%	143.38	121.69	14.26	12%
Apr-21	16.28	9.41	1.34	14.44	16.03	185.92	57.50	23.62%	243.42	161.07	35.26	22%
May-21	16.12	8.71	0.00	15.38	14.39	178.28	54.60	23.44%	232.87	174.46	35.98	21%
Jun-21	12.71	1.23	2.96	11.86	12.08	197.64	40.84	17.13%	238.48	258.92	16.94	7%
Jul-21	10.73	8.92	8.92	14.11	13.98	239.11	56.66	19.16%	295.77	227.34	40.45	18%
FY to date (Acre Feet)	153.22	51.73	96.13	167.70	120.69	2,220.47	589.46	23.65%	2,809.93	2,530.73	284.66	11%

Water Production



Actual	Wells										Aqueduct
Month	Donald	Mountain	Park	AC	Larbre	Verano	Total	Aqueduct	Total	Wells %	flow rate*
Jul-21	10.73	6.86	8.92	14.11	13.98	0	55	239.11	294	19%	2.51
Aug-21	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Sep-21	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Oct-21	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Nov-21	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Dec-21	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Jan-22	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Feb-22	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Mar-22	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Apr-22	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
May-22	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Jun-22	0.00	0.00	0.00	0.00	0.00	0	0	0.00	0	0%	0.00
Sub-Total	11	7	9	14	14	0	55	239	294	19%	
* Average daily rate of flow during the month (in millions of gallons per day)											
Annual Target	105	81	80	100	134	0	500	1,854	2,354	21%	
% of Target	10%	8%	11%	14%	10%	NA	11%	13%	12%		

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Brian Larson, Water System Manager

SUBJECT: Operations Update

Drought:

With the stage two drought restrictions in full swing, the crew have been handing out oops tags for irrigation violations such as excessive watering and irrigating on the wrong days. The District has also been making phone calls to high users, to encourage conservation.

Leak Detection Survey:

A survey of the District's distribution system was conducted last month by Water Net Survey. The survey covered all 93 miles of District distribution system. Sensitive listening equipment was systematically employed throughout the distribution network to identify possible leaks, computerized correlation tests were subsequently performed in areas suspected to have leaks. This enables the consultant to pinpoint leaks for our crews to make repairs.

Survey results: 0 main leaks, 2 service leaks, 4 hydrant leaks, and 2 valve leaks. This is the lowest number of leaks, and lowest volume of water leaking, that they have found in our 20-year history of periodic leak detection surveys. The crew has already begun making repairs.

Other Leak Response:

Over the last month, a 2" PB service lateral broke and was replaced, a 6" water main in front of El Verano school broke and a section was replaced and a main broke and was repaired in the intersection of Riverside and Verano. Several leak investigation reports were generated from our AMI system with only a few needing repairs.

CIP Project Updates:

The next CIP project, 2993 P-1 Steel main replacement, is in the startup phase. With a new process for obtaining an encroachment permit from the County, we are looking at 4 -6 weeks until we have a permit in hand. While waiting for the permit, we collected quotes for the material needed to complete the job and have placed the order. There is also a lack of parts availability due to supply chain troubles so there is likely to be a roughly 4-to-6-week lead time on parts as well.

The crew constructed two concrete pads in the Corp yard for our new pipe and equipment racks last month. The rack system will help organize the outdoor inventory and get it off the ground keeping the driveways clear.

County and State Paving Projects:

The paving portion of the County's paving projects has been completed and the iron needs to be raised on Gregor St., Riverside Dr, and East Thompson Avenue. The Caltrans paving project on Hwy 12 from Boyes Blvd. to Verano Ave is still under construction. The District will provide inspections on our valve can installations within the District's boundaries.

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

Project Number and Description	Percent Complete
Project: Equipment purchases (Various Accounts)	80%
Project 3003: Replace failing lids	5%
Project 3007: Stock Racks for Yard	10%
Project 3011: Replacement of office Signs	0%
Project 3013: replacement of vehicles #32 and #33	2%
Project 2957-13: Chlorine equipment	80%
Project 5107: County Paving	80%
Project 3015: Caltrans Paving	10%
Project 3016: Repave Corp Yard	10%
Project 2991: GPS Facilities	5%
Project 3018: Replace Generator at Office	5%
Project 3019: Clear Brush at Park Well and Hanna Tank	100%
Project 2993: Steel Pipe Replacement	5%
Project 2949: Verano Well Treatment/permit finalization	30%
Project 2983: New Larbre/Pedroncelli Wells	5%
Project 2989: Park Well Redrill Engineering	0%
Project 3001: Saddle Tank Irrigation	90%
Project 3030: Tank Fall Protection	5%
Project 3032: Tank Site Solar Upgrade	5%
Average Percent Complete	28%

Date: September 7, 2021

Item: 7.A

M E M O R A N D U M

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Verano Well Update

Background

The “Verano Well Zone Testing” work scheduled for August 16th started on time. The contractor, Weeks Drilling and Pump Co., has set the needed sampling equipment in place down the well and will be spending the next several weeks completing the work. Depending on the results of the tests, staff may request funds to make any modifications needed to bring the well on-line in this fiscal year.

Date: September 7, 2021

Item: 7.B

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: New Item Progress Update

Background

At the last regular Board meeting, the Board requested that several items be brought forward as new items. Below is a list of those items:

1. Updated Purchasing Policy
2. Updated Code Section 6 (related to backflow requirements)
3. Update on the annual audit
4. Board discussion on vehicle specification
5. Board discussion on the compensation of Directors

In the time since the last meeting, staff has made significant redline changes to both the Purchasing Policy and Code Section 6. Both of those documents are under legal review and should be ready for presentation at the next regular Board meeting.

Items 3 through 5 will be addressed during this meeting.

Date: September 7, 2021

Item: 8.A

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Consider Approval of a Gold Merit Award and One-Time \$1,500 Incentive Payment to Amanda Hudson for Her Past and Future Services to the District

Background:

As you are all aware, Amanda has pulled more than her weight in the organization over the past year. Her achievements include:

- Taking charge of a chaotic work environment and helping make the District run smoothly.
- Selflessly assisting our staffing consultant in working out new staffing plans without creating any barriers with regard to her own position in the organization.
- Training staff and assisting in training new Directors, always with a smile on her face.
- Diligently correcting errors in our finances. And
- Bringing our new budget online.

Furthermore, it is recognized that the next several months will require a great deal of additional workload for Amanda while she facilitates the training of the new Finance Manager on District-specific business.

For these reasons and more, the Board directed staff to bring an item to this meeting to consider thanking Amanda for her exceptional performance by presenting her with a Gold Merit Award and incentivize her future contributions with a \$1,500 incentive payment.

Recommendation:

Direct staff to produce the Gold Merit Award with the assistance of the Board President and include a \$1,500 incentive payment on Amanda's next regular paycheck.

Date: September 7, 2021

Item: 8.B

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: District Vehicle Specification

Background:

At the last regular Board meeting, the Board requested an item to discuss the District's vehicle specification policy. Since about 2005, it has been the practice of the District to specify only Ford trucks for its fleet needs with the exception of large or specialized vehicles such as the service truck or large dump truck where International, Freightliner, and Peterbilt were also evaluated. The purpose for this practice is/has been:

- Of the vehicle manufacturers that meet the typical needs of the District (Ford, GM and Ram), Ford trucks typically have the highest payload in a given vehicle class
- By using one manufacturer, the fleet maintains a uniform look
- The District's experience with vehicle longevity is that Ford trucks have lasted longer with fewer mechanical and cosmetic issues (especially past 10 to 15 years of service) than the GM and Ram products that the District has purchased in the past
- By specifying one manufacturer, competition between dealers remains as tight as possible

While the above are the major reasons behind a District practice, no policy, except the District's Purchasing Policy, has specifically guided the specification of vehicles.

Recommendation:

- a. Discuss the possibility of setting a vehicle specification policy;
- b. If such a policy is to be created, provide input as to the requirements of the policy; and
- c. Direct staff as necessary

Date: September 7, 2021

Item: 8.C

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Director Compensation Discussion

Background:

At the last regular Board meeting, the Board requested that an item to discuss Director compensation be brought forward at this meeting. In August of 2019, the Board increased its per diem compensation from \$100 to \$188 with an annual CPI inflator which has since brought the total to \$197 per diem. This was adopted by ordinance number 1012 (please see attached).

Per the ordinance, each Board member is required to submit a voucher in order to be compensated for any meeting that is not a regular or special Board meeting. Examples include subcommittee meetings, or meetings with other agencies where the member represents the District. In practice, staff has proactively sought information regarding Board member involvement and compensated members based on that information, whether a voucher exists or not.

Some Board members have expressed a feeling that the pay seems excessive in some months. This could be due to the staff practice outlined above or, may be as a result of the policy set forth in the attached ordinance. Staff recommends that the Board discuss the topic and provide direction to staff.

Recommendation:

Discuss Director compensation and direct staff as necessary.

Attached:

Ordinance number 1012.

ORDINANCE NO. 1012

AN ORDINANCE OF VALLEY OF THE MOON WATER DISTRICT

Revising District Policy Section 12 - Directors' Compensation and Expense Reimbursement

BE IT ORDAINED by the Board of Directors of Valley of the Moon Water District as follows:

Section 1. Purpose: The purpose of this ordinance is to revise District Policy Section 12 to set the compensation of members of the Board of Directors. In 2005, compensation of Directors was set at \$100 for each day's service rendered as a Director. This ordinance sets Director compensation pursuant to the provisions of the California Water Code section 20200 *et seq.*, which enables the compensation to be increased by up to five (5%) percent for each calendar year following the operative date of the last adjustment.

Section 2. Revised Valley of the Moon Water District Section 12: Directors' Compensation And Reimbursement.

Policy:

Upon the Effective Date of this Ordinance and thereafter, each Director shall receive compensation in a standard amount not to exceed one-hundred-eighty-eight (\$188) dollars per day for attendance at meetings of the Board, or for each day's service rendered as a Director with prior approval of the Board. Said standard amount shall be escalated annually on each July 1st (beginning on July 1, 2020) based upon the change in the San Francisco Bay Area Consumers Price Index for the prior twelve (12) month period as reported for the month of February, but by no greater than five (5%) percent per year pursuant to California Water Code section 20200 *et seq.* Compensation for meetings and other activities shall not exceed a total of six (6) days in any calendar month. Furthermore, compensation shall be provided for no more than one meeting or activity per day. Any Director shall have the option to decline compensation provided for in this Ordinance.

For purposes of this Ordinance, the determination of whether a Director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code. Examples of compensable service rendered by a Director include, but are not limited to, attendance at regular or special Board meetings or committee/subcommittee meetings; attendance at workshops/seminars relevant to District activities; and attendance at meetings with other public entities where District interests are subject to consideration.

When a Director is authorized by prior approval of the Board to attend a meeting out of the immediate area (beyond Sonoma County), the Director may request reimbursement of actual and necessary expenses for travel, meals, lodging, and meeting registration, as applicable, along with the standard amount for each day of service.

Actual and necessary expenses shall be in accordance with IRS Publication 463 guidelines, except that lodging for conferences or an organized educational activity shall not exceed the maximum group rate published by the conference or activity sponsor. All such expenses shall be documented with receipts and attached to the submitted reimbursement voucher.

Procedure:

Compensation for meetings of the Board of Directors, including special meetings, will be presented on the first disbursement list of the month following the month of attendance.

Compensation for attendance at committee/subcommittee meetings or other meetings attended on behalf of the Board of Directors will only be authorized after that Board member has submitted a voucher with justification to the General Manager or designee.

Voucher Format:

I attended the [describe meeting and purpose of attendance] on [date] and wish to be compensated as provided under the Board compensation policy.

/signature/ /date/

Vouchers must be submitted no later than six (6) calendar days prior to month end for inclusion in the next month's disbursement package and may be submitted electronically (email/facsimile).

Section 3. Effective Date: This Ordinance, revising Section 12: Directors' Compensation And Reimbursement, shall be effective sixty (60) days after its adoption.

I hereby certify that the foregoing is a true and complete copy of an ordinance duly and regularly adopted by the Board of Directors of Valley of the Moon Water District, following a properly noticed public hearing, at a regular meeting thereof held on this 6th day of August 2019 by the following vote:

Director Adams Aye


Director Foreman Aye

Director Linfante Absent

Director Rogers Aye

Director Prushko Aye

By 
President

By 
Secretary

AYES 4 NOES 0 ABSENT 1 ABSTAIN 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 6th day of August, 2019, of which meeting all Directors were duly notified and at which meeting a quorum was present at all times and acting.

By 
Secretary

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Association of California Water Agencies (ACWA) Vice Presidential
Candidate Support

Background

ACWA accepted nominations for President and Vice President of its Board through September 1st. The nominating committee will be interviewing the candidates in mid-September and will be announcing their recommended slate for ACWA President and Vice President at the ACWA Board of Directors' meeting on September 24th. The actual election is tentatively scheduled for December 1st. There has been only one nomination for President of the Board, current Vice President Pamela Tobin.

If our Board wishes to take part in the process of selecting the Vice President, the opportunity exists to submit a resolution of support for one of the candidates. While not required, it does offer extra support to the candidate.

Recommendation

- a. Review the candidate information supplied, and by rollcall vote, support one of the candidates by adopting their resolution of support. And
- b. Direct staff to email the resolution of support to ACWA

Attached

- Resolution(s) of support: 210902 (one version for each candidate)
- Candidate information, and
- ACWA informational advisory

RESOLUTION NO. 210902

RESOLUTION OF VALLEY OF THE MOON WATER DISTRICT (DISTRICT) BOARD OF DIRECTORS TO SUPPORT ORANGE COUNTY WATER DISTRICT (OCWD) FIRST VICE PRESIDENT CATHY GREEN AS A CANDIDATE FOR THE OFFICE OF ACWA VICE PRESIDENT

WHEREAS, the Association of California Water Agencies (ACWA) has announced that a Nominating Committee has been formed to develop a slate for the ACWA election of its statewide lead officer positions of President and Vice President; and,

WHEREAS, the individual who fills the ACWA Vice President position needs to possess a working knowledge of water industry issues and concerns, connections with water professionals throughout the state, strength of character and leadership capabilities, and experience in matters related to the performance of the duties of the office; and,

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and,

WHEREAS, the District recognizes that Director Green has served on the ACWA Board since 2016, and on the ACWA Board Executive Committee since 2020; and,

WHEREAS, Director Green has served as ACWA Region 10 Chair (2018-19) and is now serving her second term as ACWA Region 10 Vice Chair (2016-17, 2020-current), and she has served as ACWA Region 10 Board member since 2012; and,

WHEREAS, Director Green serves on the ACWA Water Quality Committee (2012-current) and the ACWA Energy Committee (2019-current), and she previously served on the ACWA State Legislative Committee (2012-15); and,

WHEREAS, Director Green has served in a leadership role at Orange County Water District. She was elected to the OCWD Board of Directors (OCWD Board) in November 2010 and was re-elected in 2012, 2016 and 2020. She was selected by the OCWD Board to serve as its 2015 and 2016 President. She currently serves as First Vice President, a position she previously held in 2013, 2014, and since 2019; and,

WHEREAS, Director Green currently serves as the Chair of the Water Advisory Committee of Orange County (WACO), Chair of the OCWD Water Issues Committee, and Vice Chair of the OCWD Communications and Legislative Liaison Committee; and,

WHEREAS, prior to her service on OCWD's Board, Director Green was elected to two consecutive terms on the Huntington Beach City Council (2002-2010) where she served two terms as Mayor (2003, 2009). Director Green has been involved as a council liaison and active community member on many city boards, commissions, and committees; and,

WHEREAS, it is the opinion of the District Board of Directors that Director Green possesses all of the qualities needed to fulfill the duties of the office of ACWA Vice President; and,

NOW, THEREFORE, BE IT RESOLVED, that the District Board of Directors does hereby endorse Orange County Water District First Vice President Cathy Green as a candidate for Vice President of the Association of California Water Agencies.

THIS RESOLUTION PASSED AND ADOPTED THIS 7TH DAY OF SEPTEMBER 2021, by the following votes:

Director Rogers _____

Director Foreman _____

Director Harland _____

Director Yudin-Cowan _____

Director Bryant _____

By _____
President

By _____
Secretary

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

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 7th day of September 2021, 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. 210902

RESOLUTION OF VALLEY OF THE MOON WATER DISTRICT (DISTRICT) BOARD OF DIRECTORS TO SUPPORT G. PATRICK O'DOWD AS A CANDIDATE FOR THE OFFICE OF ACWA VICE PRESIDENT

WHEREAS, the Association of California Water Agencies (ACWA) has announced that a Nominating Committee has been formed to develop a slate for the ACWA election of its statewide lead officer positions of President and Vice President; and,

WHEREAS, the individual who fills the ACWA Vice President position needs to possess a working knowledge of water industry issues and concerns, connections with water professionals throughout the state, strength of character and leadership capabilities, and experience in matters related to the performance of the duties of the office; and,

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and,

WHEREAS, G. Patrick O'Dowd ("O'Dowd") serves in a leadership role as a duly authorized Director of Dudley Ridge Water District and has held numerous other leadership roles in water, including but not limited to:

- Executive Director/General Manager – Salton Sea Authority, a joint powers authority and ACWA member comprised of the Coachella Valley Water District, the Imperial Irrigation District (both ACWA members), and other regional lead agencies.
 - Board Member – National Water Resources Association
 - Board Member – International Boundary and Water Commission United States Colorado River Citizens Forum
 - Past Director – Coachella Valley Water District (ACWA Member)
 - Past Director – Salton Sea Authority (ACWA Member)
 - Past Commissioner – Indio Water Authority and Indio Planning Commission, part of the City of Indio, CA (ACWA Member)
- and

WHEREAS, O'Dowd has served ACWA in a wide variety of leadership and supporting capacities, including:

- ACWA Board Member (current – elected by membership, continuously for the past six years)
 - Executive Committee (current – elected by membership)
 - Chairman, Federal Affairs (current - Appointed)
 - Region 9 Committee Member (current – elected by membership, past Chair/Vice Chair)
 - Disadvantaged Communities Task Force (current – appointed)
 - Business Development Committee
 - Finance Committee
- and

WHEREAS, O'Dowd has had a long, diverse professional career which has afforded him leadership experience in a wide variety of industries and settings; and

WHEREAS, O'Dowd has lived a life of dedicated public service, as demonstrated by his years of tireless service to community, non-profit, and faith-based organizations; and

WHEREAS, it is the opinion of the District Board of Directors that G. Patrick O'Dowd possesses all of the qualities needed to fulfill the duties of the office of ACWA Vice President.

NOW, THEREFORE, BE IT RESOLVED, that the District Board of Directors does hereby endorse G. Patrick O'Dowd as a candidate for Vice President of the Association of California Water Agencies.

THIS RESOLUTION PASSED AND ADOPTED THIS 7TH DAY OF SEPTEMBER 2021, by the following votes:

Director Rogers _____

Director Foreman _____

By _____
President

Director Harland _____

Director Yudin-Cowan _____

By _____
Secretary

Director Bryant _____

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

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 7th day of September 2021, of which meeting all Directors were duly notified and at which meeting a quorum was present at all times and acting.

By _____
Secretary



Dear Colleague:

I trust you are having an enjoyable, safe summer. I am so thankful that the ACWA “family” has remained connected through virtual regional events, committee meetings, and planning for the fall conference.

As you may have heard, I am running for ACWA Vice President. Information about my candidacy and qualifications [is available here](#).

It has been such a pleasure working with ACWA members, and I am truly proud of the collaboration forged between so many water districts and cities statewide. Together, we have accomplished so much over the years, and it is my hope that we continue this great work. We have produced high-quality programs, effectively advocated on important state and federal water issues, influenced legislation and regulations, realized a high level of participation by ACWA members, and prudently managed the budget.

Serving you as ACWA Vice President would truly be an honor, and I am excited about the opportunity to help lead ACWA into the future, building on its organizational success and excellence in serving its member agencies. I have been an active member of ACWA since 2012, served on various ACWA committees, and served as Chair and Vice Chair of ACWA Region 10. As such, I have had the privilege to form positive working relationships with numerous contacts throughout California.

My work as a Board Member at the Orange County Water District since 2010 has also allowed me to work in partnership with diverse ACWA members. As OCWD’s current First Vice President, and as its past President, it has been a tremendous experience leading OCWD in the development of innovative water programs and award-winning projects like the Groundwater Replenishment System. I am proud of what we have accomplished at OCWD, and I am even more proud that we always strive to share information – including best practices and lessons learned – to benefit the entire water industry.

So, let’s continue this great work together and strengthen ACWA’s voice as a leader on California water issues. I hope I can count on your support for ACWA Vice President. Please feel free to contact me at (714) 321-0522 or cgreen@ocwd.com. Thank you so much for your consideration and I look forward to connecting with you soon.

Sincerely,



BIOGRAPHY

Cathy Green, 1st Vice President | Division 6

Orange County Water District

Service Area: Parts of: Fountain Valley and Huntington Beach

Cathy Green was elected to the Orange County Water District (OCWD) Board of Directors in November 2010 and was re-elected in 2012, 2016 and 2020. She was selected by the board to serve as its 2015 and 2016 president. She currently serves as 1st vice president, a position she previously held in 2013, 2014 and 2020.



Prior to Director Green's service on OCWD's board, she was elected to two consecutive terms on the Huntington Beach City Council where she served two terms as mayor. Director Green has been involved as a council liaison and committee member on many city boards, commissions and committees. She served on the Orange County Transportation Authority Board and was a director of OC Clean Tech.

Director Green's leadership in the water industry includes serving as an active member of the Association of California Water Agencies (ACWA) since 2012, including serving on ACWA's Executive Committee since 2020, the ACWA Board since 2016, and the Region 10 Board since 2012. She held the position of ACWA Region 10 Chair from 2018-2019 and served as Vice Chair since 2020, and previously from 2016-2017. Director Green has also served on several ACWA Committees including the Water Quality Committee since 2012, the Energy Committee since 2019, and the State Legislative Committee from 2012-2015.

Director Green serves on the boards of the Huntington Valley Boys and Girls Club and the Orange County Explorer Program; serves on the Huntington Beach City School District Medi-Cal Collaborative; is a director of the Prime Health Foundation and the Huntington Beach Hospital; is a member of the American Legion Unit 133 Auxiliary, Huntington Beach Community Emergency Response Team (CERT) and the Elks Lodge 1959; and is on the Advisory Board of the Bolsa Chica Conservancy. She is a founding member of Amigos de Bolsa Chica.

In addition, her community involvement has included serving as president of the Therapeutic Riding Center and the Huntington Beach Community Clinic, chair of the Orange County Emergency Medical Care Committee and of Explorer's/Learning for Life, first aid chair of Huntington Beach CERT, and board member of the OC Boy Scouts of America Council and American Family Housing.

Director Green is the recipient of many awards. Her most recent is a 2020 Boys and Girls Clubs of America National Service to Youth Award. In 2010, she was the recipient of the Spurgeon Award, and, in 2005, she was named Woman of the Year by then State Senator John Campbell. Other awards include the 2006 United Way Excellence in Child Care Planning, the 2007 Peace Maker Award from the Greater Huntington Beach Interfaith Council and the Golden West College Pillar of Achievement Award. She has also been recognized as Huntington Beach's Citizen of the Year by the Huntington Beach Chamber of Commerce, a Huntington Beach Soroptimist's Woman of Distinction and a Bolsa Chica Conservancy Conservator of the Year.

Director Green is a registered nurse and holds a degree in law. As a nurse, Director Green worked in the health care areas of intensive care, student health, community health, and patient advocacy. In addition to nursing, she gained experience with a variety of environmental projects while associated with Lockhart and Associates.

Director Green and her husband Peter have been residents of Huntington Beach since 1970 where they raised their two children Teresa and Tom.

ELECT CATHY GREEN AS ACWA VICE PRESIDENT

COMMITMENT · EXPERIENCE · LEADERSHIP



ACWA BOARD MEMBER

- Executive Committee (2020-current)
- Region 10 Chair (2018-19)
- Region 10 Vice Chair (2016-17, 2020-current)
- Region 10 Board Member (2012-current)

ACWA COMMITTEES

- Water Quality Committee (2012-current)
- Energy Committee (2019-current)
- State Legislative Committee (2012-2015)

ORANGE COUNTY WATER DISTRICT, Director (2010-current)

- President 2015-16
- 1st Vice President (2013, 2014, 2019-current)
- Water Advisory Committee of Orange County (WACO): Chair
- Water Issues Committee: Chair
- Communications/Legislative Liaison Committee: Vice Chair

CIVIC LEADERSHIP

- City of Huntington Beach Mayor (2003, 2009)
- Councilwoman (2002-2010)

PROFESSIONAL EXPERIENCE

- Registered Nurse
- Law degree

My vision for ACWA is to embrace its motto -- Bringing Water Together -- which, for me, is about unifying ACWA members and working collaboratively with diverse stakeholders to find smart solutions to the challenges we are now facing.

G. Patrick O'Dowd

Candidate for Vice President
Association of California Water Agencies

Dear ACWA Family,

My name is Patrick O'Dowd, and I am excited to announce my candidacy for Vice President of the Association of California Water Agencies. With strong encouragement and support from ACWA members and their agencies, and after months of laying a solid foundation, I recently declared my intention to run for this important statewide office.



I first joined ACWA's board in 2015 after having been selected Region 9 Chair by its members while serving as a Director for and representative of the Coachella Valley Water District (CVWD), where I was twice elected to the Board. In the ensuing years I have been honored to serve on ACWA's Finance, Business Development, and Legislative Affairs Committees, and am currently an elected member of ACWA's Executive Committee and appointed Chair of ACWA's Federal Affairs Committee. I've also been privileged to be appointed to numerous task forces and workgroups, including ACWA's Disadvantaged Communities Task Force where I have proudly served since its inception, and ACWA's Headwaters Workgroup, which provides strong state and local leadership in the increasingly challenging forest management and headwaters arena. I also serve on the Board of the National Water Resources Association, and that of the United States International Boundary and Water Commission's Colorado River Citizens Forum.

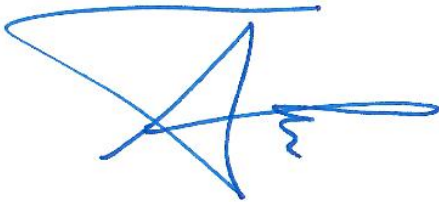
With a bachelor's degree in Construction from Louisiana State University, I have enjoyed a diverse, successful career which has afforded me an extensive background in real estate development and sales, banking and finance, all while working with public, private, non-profit, and faith-based organizations. I am currently the Executive Director of the Salton Sea Authority (Authority), a Joint Powers Agency formed to preserve the beneficial uses of imported Colorado River water supplies while addressing the historical impacts associated with a changing ecosystem. I report to a ten-member board comprised of two directors each from the Imperial Irrigation District and CVWD (both ACWA members), two Supervisors each from Riverside and Imperial Counties, and two elected representatives from the Torres-Martinez Desert Cahuilla Indians tribe. Working in coordination and consultation with local stakeholders, the State of California, and the entire

federal family, the Authority advocates and facilitates the development and implementation of policies, plans and projects to transition the Sea and region from what it once was to what it sustainably can be, including addressing the long-neglected needs of communities most impacted by those changes over time.

And while my involvement with the Authority gives me day-to-day exposure to the issues involving the Colorado River and Southern California, my current role as a Director with Dudley Ridge Water District - where I was appointed by the unanimous vote of the Kings County Board of Supervisors - puts me squarely in the heart of California's Central Valley challenges, both natural and human. That, along with my active involvement with ACWA's Headwaters Task Force, affords me the good fortune to have real time access to, exposure in, and meaningful involvement with virtually every aspect of California water – North to South, East to West, Ag, Urban, and otherwise.

I am hopeful that your organization agrees that I am the right candidate at the right time in California water to help lead ACWA through these challenging times and towards a more promising future for all Californians. I appreciate your consideration, I ask for your vote, and I would be humbled to receive your support and endorsement as ACWA's next Vice President.

Respectfully,

A handwritten signature in blue ink, consisting of a large, stylized 'G' followed by a series of loops and a horizontal line extending to the right.

G. Patrick O'Dowd
Candidate for Vice President

Date: September 7, 2021

Item: 8.E

MEMORANDUM

TO: Valley of the Moon Water District Board of Directors

FROM: Matt Fullner, General Manager

SUBJECT: Consider Adoption of Resolution Number 210903 Authorizing New District Representatives to Sign for CalOES and FEMA Funds

Background

In 2020, the CalOES and FEMA signing authority for the District was updated with the names and titles of the new management team. Since then, the titles have changed commensurately with the staffing study conducted in early 2021 and the action of making the then-interim general manager permanent. The attached resolution and state form are title-specific, and if approved, will cover the District's ability to sign for federal funds for the next three years.

Recommendation

Adopt resolution number 210903 authorizing new District representatives to sign for CalOES and FEMA funds.

Attached

- District Resolution Number 210903
- State Resolution Form

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____, a public entity
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the _____, a public entity established under the laws of the State of California,
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

☐ This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

☐ This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this _____ day of _____, 20 _____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)

_____, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the _____ of the _____
(Governing Body) (Name of Applicant)

on the _____ day of _____, 2021 .

(Signature)

(Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification."

VALLEY OF THE MOON WATER DISTRICT
Resolution 210903 to
Designate Authorized Agents with Cal OES

WHEREAS, District has an ongoing need for authorized agents/signers in order to remain eligible to receive disaster recovery and relief funding from Cal OES and FEMA, and

WHEREAS, the District's current "Designation of Applicant's Agent Resolution for Non-State Agencies" on file with CalOES is no longer applicable making it impossible to sign the appropriate documents and remain eligible for the above referenced funding.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Valley of the Moon Water District, that the General Manager of said District be, and hereby is, authorized and directed to submit the required forms to Cal OES designating the General Manager, Administration Manager, and Finance Manager as "Authorized Agents" on behalf of this District.

THIS RESOLUTION PASSED AND ADOPTED THIS 7th DAY OF SEPTEMBER 2021, by the following votes:

Director Bryant _____

Director Foreman _____

By _____
President

Director Harland _____

Director Rogers _____

By _____
Secretary

Director Yudin-Cowan _____

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

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 7th day of September 2021 of which meeting all Directors were duly notified and at which meeting a quorum was present at all times and acting

By _____
Secretary