

Board of Directors

July 1, 2025

Greer Stone

Board Chair City of Palo Alto City Council Member

Lisa Gauthier

Board Vice Chair San Mateo County Flood and Sea Level Rise Resiliency District Board Member

Drew Combs

Board Member City of Menlo Park Mayor

Nai Hsueh

Board Member Santa Clara Valley Water District Board Member

Ruben Abrica

Board Member City of East Palo Alto City Council Member Sincerely,

Miyko A. Harris-Parker

Miyko Harris-Parker

Finance & Administration Manger & Clerk of the Board

Margaret Bruce

Executive Director

cc: Nai Hsueh, Valley Water Board Director, SFCJPA Director; Richard Santos, Valley Water Board Vice-Chair, SFCJPA Alternate; Cindy Owens, Thao T. Nguyen, Lordes Andrade Torres, Oliva Manaloto, Valley Water Finance Department; Erin Baker, Capital Engineering Unit Manager, Watershed Capital Design & Construction Division

Melanie Richardson Interim CEO Valley Water 5750 Almaden Expressway San Jose, CA 95118-3686

Dear Mrs. Richardson:

On June 26, 2025, the Board of Directors of the San Francisquito Creek Joint Powers Authority (SFCJPA) adopted the Fiscal Year 2025-2026 Operating Budget with anticipated expenses of \$5,328,671.93 (enclosed). The SFCJPA Board also approved projected revenues of \$4,765,485.90 resulting in an equal contribution of \$933,097.18 by each Member Agency. This budget includes the use of SFCJPA reserves to balance the budget.

Enclosed is an invoice for Valley Water's FY 2025-2026 contribution as a member of the SFCJPA. Please remit the payment as indicated on the invoice. Please contact SFCJPA Finance & Administration Manager Miyko Harris-Parker if you have any questions.



INVOICE NO. 2025-2026VW	DATE 07/01/2025
Interim CEO Melanie Richardson 5750 Almaden Expressway San Jose, CA 95118-3686	Please issue payment by check to the San Francisquito Creek Joint Powers Authority 750 Menlo Ave, Suite 250, Menlo Park, CA 94025 Attn: Miyko Harris-Parker
DESCRIPTION	TOTAL
FY 2025-2026 SFCJPA Member Contribution	\$933,097.18
	TOTAL DUE BY DATE 07/31/2025 \$933,097.18

Thanks!

Approved J	lune 26, 2025	FY25/26 Budget
REVENUES		
Member Contributions towards expenses (\$820,355.18 x 5)		\$ 4,101,775.90
Member Contributions towards reserves (per reserve policy approved by Board in 2020) (12.5%) (\$112,742.00x 5)		\$ 563,710.00
Total proposed FY25/26 Member Contribution (including contribution to reserves) per agency \$933,097.18		\$ 4,665,485.90
Interest		\$ 100,000.00
Total Revenues		\$ 4,765,485.90
EXPENSES		
Acct.	Description	
Personnel		
	Executive Director Salary Eigenee & Admin Mar (Clark of the Board (EAM/CR)	\$ 202,149.73
2	Finance & Admin. Mgr./Clerk of the Board (FAM/CB) Salary	\$ 148,725.93
3	Senior Project Manager (SPM) Salary	\$ 156,863.39
4	Project Manager	\$ 136,724.00
5	Internship Program	\$ -
6	COLA	\$ 15,708.88
7	Employee Benefits	\$ 200,000.00
8	Membership Dues	\$ 20,000.00
9 10	Payroll Administration/Fees	\$ 5,500.00
10	Employer Taxes Subtotal Personnel	\$ 70,000.00
Contract Services	oubtotal i oroomici	\$ 955,671.93
11	Legal Counsel	\$ 150,000.00
12	Auditor	\$ 30,000.00
13	Project Consultants (Flood Early Warning System, Ad Hoc Technical services, stream maint permit, Communications support,etc.)	\$ 620,000.00
	Reach 2	\$ 3,020,000.00
14	Upstream Detention (Reach 3) Project Expenses	\$ -
15	Cap205	\$ 235,000.00
16	Reach 1 O&M	\$ 105,000.00
	Subtotal Contract Services	\$ 4,160,000.00
Administrative		
17	Computers/Software	\$ 15,000.00
18 19	Meeting Supplies Travel/Training	\$ 6,000.00
20	Office Supplies	\$ 8,000.00
21	Telecommunication	\$ 2,500.00 \$ 7,000.00
22	IT	\$ 30,000.00
23	Postage	\$ 200.00
24	Printing/Design	\$ 4,000.00
25	Website	\$ 1,000.00
26	Liability Insurance	\$ 24,000.00
27	Office Lease	\$ 65,000.00
28	Office furniture/maintenance	\$ 300.00
	Subtotal Administrative	\$ 163,000.00
General Contingency		
29	General Contingency	\$ 50,000.00
Total Expenses		\$ 5,328,671.93

