



REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

TUESDAY, November 26, 2019
7:00 PM

President- Richard Smith Vice President-Wayne Holman Director- Marcus Dutra Director- Wayne Norton Director- James Leap General Manager- Robert Johnson Board Secretary-Louise Coombes
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- I. **CALL TO ORDER**
- II. **ROLL CALL OF DIRECTORS:** President Richard Smith, Vice President Wayne Holman, Directors, Marcus Dutra, Wayne Norton and James Leap.
- III. **PLEDGE OF ALLEGIANCE**
- IV. **STATEMENTS OF DISQUALIFICATION**
- V. **ADDITIONS AND DELETIONS**
- VI. **MINUTES:** Motion to approve the Minutes of the October 22, 2019 Regular Board Meeting p.3-6
- VII. **ORAL COMMUNICATION:** *Anyone wishing to address the Board on informational items, staff reports or matters not listed on the agenda may do so during Oral Communications. Please limit your comment to three minutes. The public may comment on listed Action and Public Hearing items at the time they are considered by the Board.*
- VIII. **PRESENTATIONS & REPORTS**
 - A. DIRECTORS' REPORTS
 - B. ATTORNEY'S REPORT
 - C. MANAGER'S REPORT p.7-10
 - D. CORRESPONDENCE p.11
- IX. **ACTION ITEMS:**
 - A. **Consider receiving a report regarding the proposed rehabilitation strategy for the Carpenteria Well; and providing direction to staff.** p.12
Staff will present a report regarding the proposed rehabilitation strategy for the Carpenteria Well for discussion and Board action.
 - B. **Financial Reports for the Month of October 2019** p.13-18
Oakridge & Orchard Acres Assessment Districts are now included in the financial reports. Therefore, the reports show a Total Revenue of \$122,334.15; Total expenditures were \$158,768.00 between October 16, 2019 and November 18, 2019. These financials and monthly expenditures will be presented for discussion and approval.
- X. **FUTURE MEETINGS & AGENDA ITEMS** Next meeting – WEDNESDAY, December 18, 2019
- XI. **ADJOURNMENT**

Next Res. # 2019-09

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of, the board. Such records shall be available at the District office located at 388 Blohm Avenue, Aromas, CA.

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**Minutes of the Regular Meeting of
the Board of Directors of the Aromas Water District
October 22, 2019**

- I. **CALL TO ORDER.** The regular meeting of the Board of Directors of the Aromas Water District was called to order by President Smith on Tuesday, October 22, 2019 at 7:01 p.m. at the District office located at 388 Blohm Ave, Aromas, California.
- II. **ROLL CALL.** President Smith, Vice President Holman and Directors Dutra, Leap and Norton were present. Also in attendance were General Manager Robert Johnson, Counsel Bob Bosso and Board Secretary Louise Coombes.
- III. **PLEDGE OF ALLEGIANCE.** Director Leap led the pledge of allegiance.
- IV. **STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. **ADDITIONS AND DELETIONS.** There were no additions or deletions to the Agenda.
- VI. **MINUTES.** The minutes of the September 24, 2019 Board Meeting were presented for review and approval; there were no corrections or comments from the Board, however, Counsel Bosso made one slight correction to the Attorney's report. Director Leap commented that he specifically found the minutes regarding the Financial Reports from September very useful. Director Norton moved for approval of the minutes and Vice President Holman seconded. Minutes were unanimously approved by all Directors present.
- VII. **ORAL COMMUNICATION.** There were no public comments.
- VIII. **REPORTS/PRESENTATIONS**

A. **Director's Reports.** None.

B. **Attorney's Report.** Counsel Bosso reported that he is waiting on the results of a number of cases, but nothing new to report at this time.

C. **Manager's Report**

OPERATIONS

No new connections were established in September, so the total number of connections remains at 963. It is expected that the Eilert property will be connected within the next two weeks. A few meters are currently being replaced as it was recently noticed that they are not functioning correctly.

All water testing continues to be both, filed on time and represent satisfactory results. The finished water from the treatment plant showed no trace of iron and manganese indicating the treatment plant is working correctly.

Production & Well Levels

GM Johnson reported total production, in September 2019 was reducing compared with August at just under 11 million gallons, with a daily average of 369,438 gallons. This calendar year to date, total production is 72,983,974 gallons, with system wide production loss remaining below five percent. Carpenteria and San Juan Wells operated the entire month; Pleasant Acres Well was only utilized for eleven days.

Reporting Operational well levels; Carpenteria Well was up five feet and San Juan Well was up one foot. Observation well levels; Marshall Well is up two feet and Aimee Meadows Well is up four feet.

MAINTENANCE

Incidents

None at the time the Manager's Report was written.

ADMINISTRATIVE

Staff & Board Recognition

CO DeAlba & Op Smith completed the second portion of the XiO installation to include Pleasant Acres Well and Pine Tree Tank. All XiO connected facilities are now able to be controlled from the website which can be accessed from anywhere using the District's login.

The first half of the tri-annual Sanitary Survey was conducted by two engineers from the SWRCB (State Water Resources Control Board) after diligent preparation by the Operations Team. The Survey will continue, and be completed, on November 1, 2019. At the last inspection (2016), the State Engineer instructed the District to alter the intake on two tanks. The alterations were made as instructed, but at this new inspection, the alterations were questioned by an Inspecting Engineer. The engineers at SWRCB will discuss and advise the District as to the correct course of action.

CO DeAlba continues to work with our electrician to establish back-up power to Carr and Oakridge Boosters in the event of power loss, planned or otherwise, at those sites.

Conservation & Rainfall

A new rain year began on October 1, 2019. Zero precipitation has been recorded since then.

Projects

Annexation Update for Cole Road

Provided there is no contesting of the application, it should be included on the LAFCo Agenda on November 20, 2019.

PG&E - Move Terminus Power Pole at Marshall Yard

GM Johnson has been working with a PG&E Engineer who indicated that to move this pole would cost approximately \$30,000, plus the expense of the electrician needed to reconnect the newly located power supply. However, if the meter size is increased, the cost could be halved. Considering the possible future plans to extensively remodel the Marshall Yard site with a new well, this may be a good overall solution. For the time being, this project is on hold.

PG&E - Install new power meter at Upper Oakridge Booster Station

The agreement with Mr Scrodin for the power meter that is shared at the Upper Oakridge booster station may come into question at some point in the near future, as Mr Scrodin's property is for sale and the agreement is revocable. This meter is currently located at the house with a 400-foot long run between the meter and the booster, so to separate the supply and locate a new meter for the booster requires a trench to be dug in a new easement, then have PG&E lay the cable and finally an electrician to reconnect the power to the booster. Currently there are no funds available for this construction. In addition, there is a question as to whom the property, where we would need the easement, belongs.

Technology Upgrade for the Office

Expedited by the recent demise of the Customer Services PC, GM Johnson has now ordered the new office technology originally slated for the end of the calendar year.

Technology Upgrade for SCADA

Originally, Phase III of the XiO installation involved Carr Booster and Carr Tank at an approximate cost of \$15,000 of the \$30,000 in this fiscal years' budget. However, the necessary inclusion of Cole Tank and an antenna on the top of the Oakridge Tank will maximize the effectiveness of additional installations. GM Johnson outlined to the Board the increasing urgency to complete the full XiO installation due to his recent discovery that after the end of this calendar year TESCO will no longer support the District's SCADA system.

President Smith suggested that it may be prudent to include a contingency fund in the next budget to facilitate unforeseen construction expenses or repairs; GM Johnson suggested "Special Projects".

- D. **Correspondence:** GM Johnson drew the Board's attention to the various ongoing discussions with AT&T; PG&E and the County of San Benito regarding the Cole Road annexation and Rocks Road bridge. Director Norton inquired as to whether there is a date for the Rocks Road repair. GM Johnson checked the correspondence from the County of San Benito which indicates March/April 2022. Carr Road bridge has been added to the first batch of Measure G projects as a higher priority.

IX. ACTION ITEMS

A. Cconsider receiving the updated Aromas Water District Organizational Chart

GM Johnson presented an updated version of the Organization Chart.

President Smith obtained a favorable consensus from the Board to receive the new Organization Chart as presented. GM Johnson is to sign the new chart for inclusion on the District website and in Board/Employee handbooks.

B. Consider receiving a report regarding the proposed rehabilitation strategy for the Carpentaria Well

GM Johnson presented a report detailing the testing for specific types of iron bacteria affecting the Carpentaria Well to facilitate a more targeted approach to restoring its full production capacity. As per action at the last Board meeting, Martin Feeney has been retained as a Consultant Hydrogeologist who provided kits to test for specific bacteria; the results demonstrated the presence of minor levels of iron reducing bacteria, which is good news as only mechanical treatment as opposed to chemical treatment may be needed; Mr Feeney is working on the specifics of this treatment.

Mr Feeney is also researching suitable contractors capable of performing the type of treatment necessary, with the intention that bids can be presented to the Board at November's meeting. Director Norton suggested that it would also be useful to have references from customers of the top choices of contractors.

C. Consider establishing an Ad-Hoc Personnel Committee to provide support while developing an updated 'Board of Directors' Policy Manual' and an updated 'Aromas Water District Employee Handbook'

GM Johnson outlined that policies and procedures are critical to an organization's focus, with a mission statement providing overall direction, and policies and procedures keeping activity on track. Currently there is no Board Policy manual and the Employee Handbook is in need of updating.

To initiate the Board Policy Manual, ASO Coombes has amalgamated several examples, including the sample manual from the CSDA. GM Johnson outlined that he has been working on the Employee handbook to bring it up to date and make sure some of the policies within it are not to the District's detriment, and to bring it into line with the current working environment.

There are consultants who can do this task, however, not only are they expensive, but they do not possess the intimate knowledge of the District, imperative to the accurate reflection of its practices. The goal is to have both of these documents completed by the end of this Fiscal Year; June 2020, by having one to two meetings a month.

President Smith formed an Ad-Hoc Personnel Committee; Director Leap and President Smith both volunteered to participate on the committee, with Counsel Bosso volunteering to review the drafts as needed.

D. Financial Reports for the Month of September 2019

On the **Balance Sheet**, *Total Assets / Liabilities & Equity* are \$11,366,293.27, of which *Total Current Assets* are \$4,438,703.28, and *Total Fixed Assets* are \$6,738,309.19. In *Liabilities*, the *Total Current Liabilities* are \$358,610.12 and *Long Term Liabilities* are \$4,742,635.22.

GM Johnson pointed out that the new rates with the new tier structure go into effect at the beginning of October 2019. Also, the District's Accountant has recently introduced a breakdown of the current portion of various loans which shows on the Balance Sheet under Other Current Liabilities.

The total revenue for September was \$119,901.76. Total expenditures were \$126,854.27 between September 19 and October 15, 2019.

In the **P&L** Report, *Water Revenue* for September was \$116,868.93; a little over the budgeted \$115,000.00.

GM Johnson drew the Board's attention to how close the amount for the expense account for System Maintenance and Repair came to the budget; this was due to a number of parts that had been purchased to facilitate the replacement of defective meters.

Power bills continue to be complicated due to prolonged recalculations on PG&E's part, credits for the overcharged accounts and true-ups. AC Girõn continues to do an admirable job of keeping up with these convolutions. GM Johnson drew the Board's attention to the year-to-date budget for San Juan Well in particular which was set at \$12,500 which has already been exceeded by \$680. Part of this should have been applied to the True-Up in June, but until PG&E have correctly calculated the credits, we cannot accurately apply the amounts in the accounting. In addition the new Monterey Bay Community Power further confuses the issue.

In the **Monthly Expenditures**, GM Johnson drew the Board's attention to the large PG&E expense which should even out as the fiscal year progresses.

Vice President Holman moved to accept the Financial Reports as presented; seconded by Director Norton. The Financial Reports were unanimously approved with all Directors present.

X. FUTURE MEETINGS & AGENDA ITEMS

Director Norton proposed to add a discussion item to a future meeting regarding the ownership and maintenance of the Aromas Community Park.

The next meeting will be on Tuesday, November 26, 2019 at 7:00pm at the District Office; 388 Blohm Ave.

XI. ADJOURNMENT. President Smith adjourned the meeting at 8:08pm until Tuesday, November 26, 2019.

Read and approved by: _____ Attest:

President, Richard Smith

Board Secretary, Louise Coombes

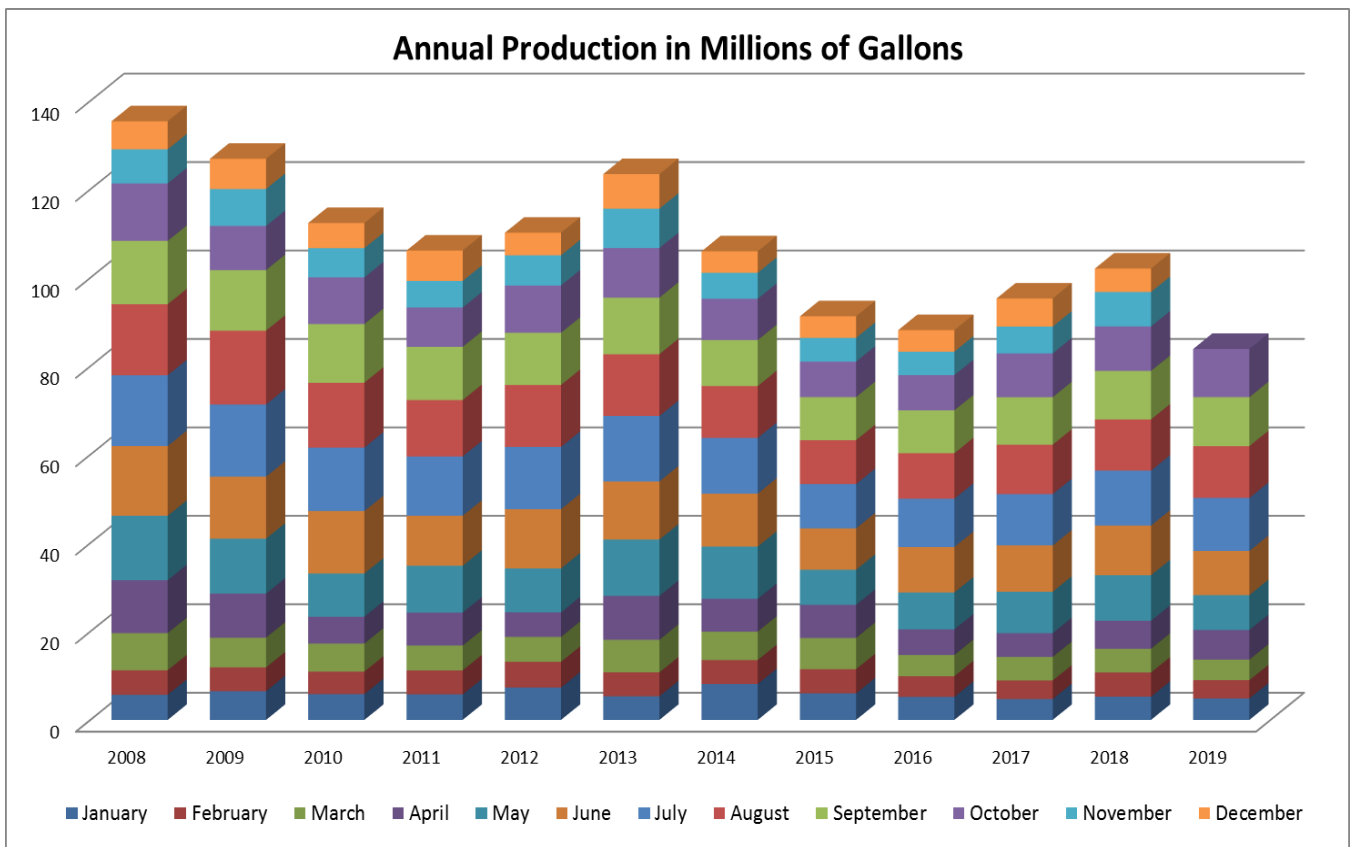
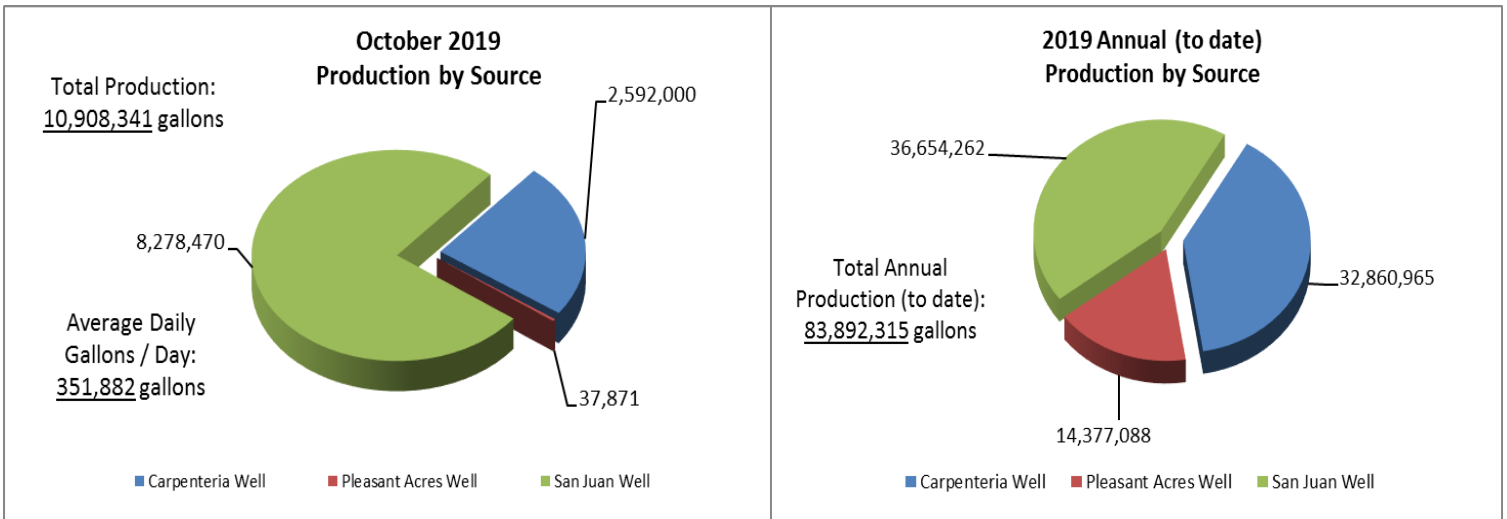
Date: _____

Date: _____

General Manager's Report October 2019



PRODUCTION REPORT



Totals	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Million Gal	135.38	126.9	112.37	106.15	110.17	123.42	105.97	91.27	88.152	95.304	102.07	83.891
Acre Ft	415.4	389.4	344.8	325.7	338.05	378.7	325.16	280.05	270.49	292.43	313.18	257.41

OPERATIONS AND MAINTENANCE REPORT

OPERATIONS:

- There are 964 total meters installed; the Eilert installation was completed on November 14, 2019.
- Carpentaria and San Juan wells were operational the entire month, while Pleasant Acres well was utilized for five days.
- Water Treatment Plant; finished water was free of both iron and manganese this month.
- Distribution testing for total Coliform; all samples negative.
- All monthly DWR reports on Coliform, and Fe / Mn were filed on time.
- WTP filters are being backwashed when necessary.
- Monthly Generator in-house 15-minute testing under load.
- Monthly well-level monitoring (see attached chart).

MAINTENANCE:

- Preventative maintenance and flushing were performed, as needed
- Chlorine chemical pump maintenance and analyzer maintenance at all wells was performed
- Additional maintenance tasks are being performed as time allows

INCIDENTS:

- There have been three incidents as of the time of this writing:
 - Marcus Street – customer side, on a Saturday morning
 - Chateau Drive – someone backed into a backflow device, and
 - Holly Lane – 4” water main break

ADMINISTRATIVE REPORT

STAFF & BOARD RECOGNITION:

- CSR Bowman, AC Girõn and ASO Coombes are working on reworking the front office to increase efficiency and effectiveness of the District.
- CSR Bowman, AC Girõn and ASO Coombes all did a great job while the new office computers were being installed. The office remained open, friendly and productive during the installations. One computer arrived DOA, and that situation is being rectified.
- CO DeAlba and GM Johnson participated in the State Water Resources Control Board (SWRCB) Sanitary Survey with two SWRCB engineers. This effort became two separate visits since the SWRCB has assigned a new engineer to the District. There have been some follow-up questions, to which staff has provided most of the responses.
- CO DeAlba is working with electrician to establish back-up power to Carr Booster and Oakridge Boosters in case of power loss.
- CO DeAlba, Op Smith worked on the Eilert water meter installation. Due to timing challenges and access issues, West Valley was called in to locate the water main. AWD staff completed the installation and put the final touches on closing dig site.
- GM Johnson, along with interested persons, attended the San Benito County Local Area Formation Commission (LAFCo) meeting on November 20, 2019, for the Cole Annexation action item. The item was passed by the commissioners.

CONSERVATION UPDATE:

October 2019 usage figures are indicative of a reduction in water use as the summer season ends and fall begins. Customers were reminded to adjust their irrigation systems for the winter.

October 1, 2019 marked the start of a new water year. As of the date of this report, the rain gauge at Chittenden Pass has recorded zero inches of precipitation this water year.

PROJECTS:

1. Technology upgrade – office

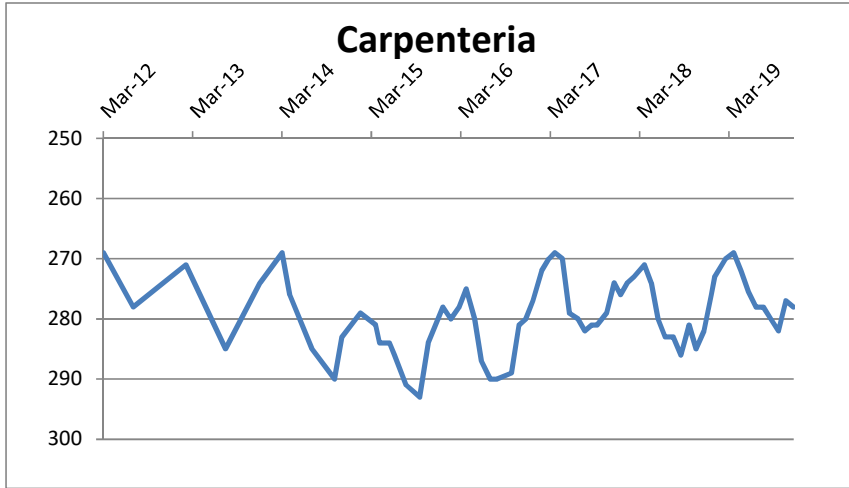
In the Fiscal Year 2019-2020 Budget, new office computers were budgeted. These computers were installed on November 13, 2019. One computer was DOA when it arrived, and that situation is being rectified.

2. Technology upgrade - SCADA

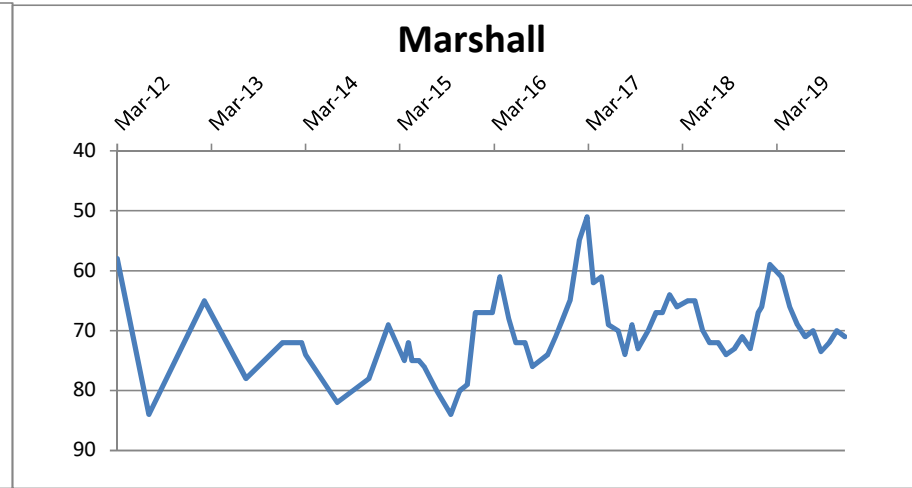
In the Fiscal Year 2019-2020 Budget, Phase 3 of the XiO (SCADA) implementation was budgeted. The configuration for this phase will include the outfitting of the Carr Booster Station and Carr Tank. Additional installs were added due to price reductions in XiO hardware. Additionally, Cole Tank will be placed on the XiO System and a special antenna will be placed on the Oakridge Tank as a data reception device, thus saving the monthly charges related to utilizing additional communication equipment. The Phase 3 equipment has just arrived, and staff is working on a schedule to install it in the field.

Robert Johnson
General Manager
November 20, 2019

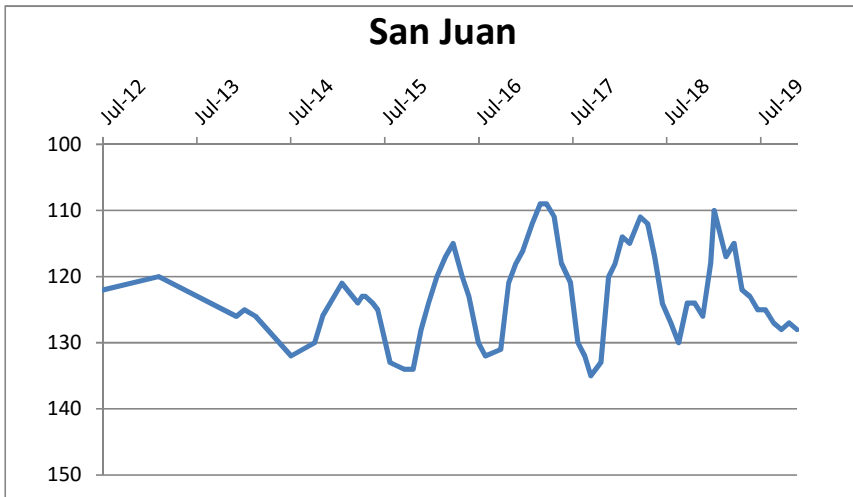
Well Water Level Monitoring
 Depth to Water Measurements
 Date: November 18, 2019



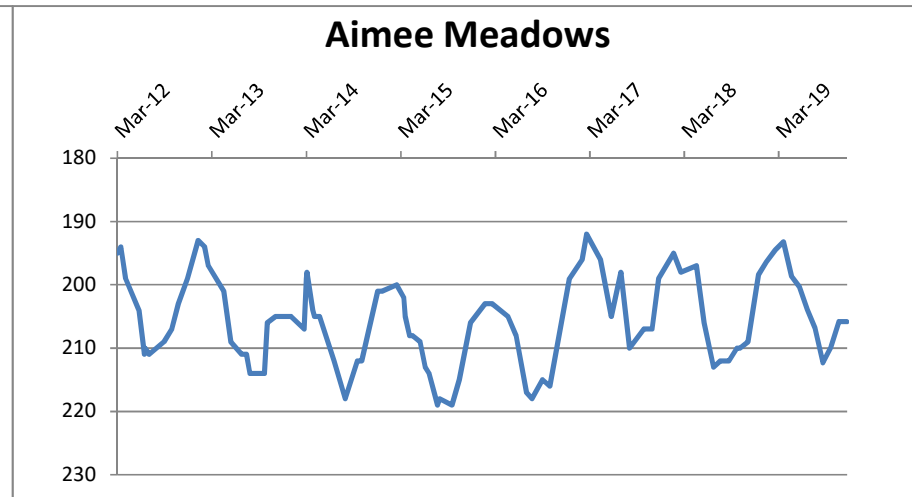
Carpenteria Well (production): Previous Read = 277 feet; Current Read = 278 feet



Marshall Well (monitoring): Previous Read = 70 feet; Current Read = 71 feet



San Juan Well (production): Previous Read = 127 feet; Current Read = 128 feet



Aimee Meadows (monitoring): Previous Read = 206 feet; Current Read = 206 feet

CORRESPONDENCE LIST: 10/15/2019 - 11/18/2019

DATE	TYPE	TO	FROM	SUBJECT
10/15/19	M	R. Johnson, AWD	E Gladbach, ACWA JPIA	President's Special Recognition Award
10/16/19	M	AWD	CoSB LAFCo	Certificate of Filing for Cole Rd Annexation
10/17/19	M	SWRCB SGMGP	R. Johnson, AWD	Support for SBCWD GSA Grant Application
10/17/19	E	H Speer, Core and Main	R. Johnson, AWD	Aromas 3/4" Sonata
10/20/19	E	R. Johnson, AWD	S Capron, Cole Rd	Comments on Cole Rd Annexation
10/21/19	E	R. Johnson, AWD	J Sweigert, SWRCB	2019 Emergency Response - Email Drill (Mry)
10/21/19	E	R. Johnson, AWD	B Nicholson, CoSB	Cole Rd Annexation
10/23/19	M	K List, SGMGP	R. Johnson, AWD	Support for PV Water GSA Grant Application
10/24/19	E	J Peairs, XiO Water	R. Johnson, AWD	Updated Phase 3 Proposal
10/30/19	M	B Walker, Summerland Rd	R. Johnson, AWD	Changes to Aromas Water District Acct# 712000
10/31/19	E	AWD	A Beck, Fedak & Brown	Draft [Audited] Financial Statements
11/1/19	E	AWD	M Young, SmartProcure	Request for PO/Vendor Information & Response
11/1/19	E	R Bosso, Counsel	R. Johnson, AWD	Fire Hydrant Testing for Fire Sprinkler Installation
11/1/19	E	R. Johnson, AWD	K Graff, SWRCB	Follow Up After [Water System] Inspection
11/2/19	E	R. Johnson, AWD	R Bosso, Counsel	Fire Hydrant Testing for Fire Sprinkler Installation
11/4/19	E	K Graff, SWRCB	R. Johnson, AWD	Follow Up After [Water System] Inspection
11/5/19	E	K Graff, SWRCB	R. Johnson, AWD	Follow Up After [Water System] Inspection
11/5/19	E	SWRCB	R Johnson, AWD	Monthly Summary of Coliform Monitoring
11/5/19	E	SWRCB	R Johnson, AWD	Monthly Fe & Mn Field Test Results
11/11/19	E	AWD	R Connor	Fiscal Year Information Request & Response
11/12/19	E	T Domingos, West Valley Construction Company	R Johnson, AWD	Holly Lane
11/12/19	M	AWD	CA Employment Development Dept	Request for updated contact details for wage data for OES program
11/15/19	E	R. Johnson, AWD	J Sweigert, SWRCB	Searle Rd and Hwy 101
11/18/19	E	AWD	J Cedillo, Monterey Elections Dept	Notice of Election
11/18/19	E	R. Johnson, AWD <i>Forwarded to:</i> S Capron, Cole Rd	B Nicholson, CoSB <i>By:</i> R. Johnson, AWD	LAFCo Meeting and Packet for 11/20/19

Staff Report



To: Board of Directors

Re: Item IX.A – Consider receiving a report regarding the proposed rehabilitation strategy for the Carpenteria Well; and providing direction to staff

Date: November 20, 2019

Summary / Discussion

In early 2017, the Carpenteria Well was treated with a chemical mixture to facilitate the removal of iron bacteria. Due to circumstances beyond staff’s control, the entire volume of treatment solution was not able to be utilized in the well.

Over the last year, the Carpenteria Well has had some production challenges that have been discussed at various Board of Directors’ meetings. In response to these production challenges, a rehabilitation strategy has been contemplated over the last few months. Initially, the District could not perform any type of cleaning or rehabilitating work since the summer months were coming when the well was needed most. Using the Carpenteria Well is beneficial to the District’s bottom line with the offset in costs related to the use of solar power.

Now that we are in the Fall season, staff can take Carpenteria Well off-line as needed to rectify issues that are being experienced. Based on the information presented at the October Board Meeting, a chemical treatment process will not be necessary. Martin Feeney, Consulting Hydrogeologist, has developed an alternative to chemical treatment workplan that entails:

- Physical Cleaning – using a brush to remove build up from the well column and perforations,
- Super Chlorination – flood well column with strong chlorine mixture,
- Jetting – use high-pressure water to clean out the perforations, and
- Zone Pump – use a Dual Swab Zone Isolation Tool to pump and swab the perforations

All these tasks occur after the well pump and motor are removed. After the cleaning effort, the pump and motor will be placed back into the well.

This is the workplan recommended by Mr. Feeney. A similar effort was just done in September for San Lorenzo Valley Water District (SLVWD). GM Johnson has spoken to representatives from SLVWD regarding the outcome of this type of effort. More information about the process and possible costs will be presented at this meeting for Board discussion and direction.

Staff Recommendation

Receive the report and provide direction to staff

Submitted by:

Robert Johnson
General Manager

Aromas Water District
Balance Sheet Prev Year Comparison

As of October 31, 2019

	Oct 31, 19	Oct 31, 18
ASSETS		
Current Assets		
Checking/Savings		
UB Checking	221,244.66	164,910.12
UB Bk Money Market xxxx7853	299,229.79	117,661.71
LAIF-State of Ca xx-05	815,802.20	801,021.46
Petty Cash	100.00	100.00
Assessment District Banks		
OAWA Union Bank Checking 7741	21,336.39	21,153.97
OAWA Union Bank 101 Redemption	15.48	4.56
OAWA Union Bank 102 Reserve	35,687.69	35,637.78
Oakridge Union Checking 5587	314,898.63	299,617.88
CFD Union Bank CFD98-1	0.00	35.00
Total Assessment District Banks	371,938.19	356,449.19
Total Checking/Savings	1,708,314.84	1,440,142.48
Accounts Receivable		
1200 · Accounts Rec - Spec Proj/Taxes	0.00	1,000.00
Total Accounts Receivable	0.00	1,000.00
Other Current Assets		
1292 · Accounts Rec - USDA Loan	2,126,004.30	2,272,916.60
1291 · Accounts Rec - Orchard Acres	323,112.17	335,320.03
Prepaid Insurance	21,114.82	22,842.28
128 · Inventory	49,460.11	26,885.37
1200.1 · Accounts Receivable--UBMax	153,380.75	162,379.22
1201.9 · Less Allowance for doubtful ...	-500.00	-500.00
Total Other Current Assets	2,672,572.15	2,819,843.50
Total Current Assets	4,380,886.99	4,260,985.98
Fixed Assets		
1900 · Water System	11,783,027.85	11,734,715.85
1915 · Office Building & Improvements	398,261.43	387,260.80
1970 · Office Equipment & Fixtures	93,467.05	93,467.05
1980 · District Vehicles	117,577.39	117,577.39
1990 · Land and Easements	331,195.78	340,644.03
1995 · Idle Assets	43,400.00	43,400.00
1998 · Less Accum Depr Idle Assets	-42,400.00	-42,400.00
1999 · Less Accumuated Depreciation	-6,037,593.75	-5,528,372.00
Total Fixed Assets	6,686,935.75	7,146,293.12
Other Assets		
Deferred Outflow of Resources	138,369.00	187,200.00
Deposits		
ACWA Deposit	2,080.80	2,080.80
Total Deposits	2,080.80	2,080.80
Total Other Assets	140,449.80	189,280.80
TOTAL ASSETS	11,208,272.54	11,596,559.90

Aromas Water District
Balance Sheet Prev Year Comparison

As of October 31, 2019

	Oct 31, 19	Oct 31, 18
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	44,843.24	20,528.32
Total Accounts Payable	44,843.24	20,528.32
Credit Cards		
First Bankcard - E Giron #86	32.80	0.00
First Bankcard - R. Johnson #31	122.66	224.97
ACE Hardware	0.00	39.85
First Bankcard - L Coombes #92	124.90	-225.00
Valero - Fuel	999.39	438.30
First Bankcard -- D DeAlba #35	1,404.11	-210.67
Total Credit Cards	2,683.86	267.45
Other Current Liabilities		
Current Portion UB OAWA	10,000.00	0.00
Current Portion USDA Oakridge	34,000.00	0.00
Current Portion City National	115,073.16	0.00
2100 · Payroll Liabilities	35.52	165.65
Deferred Inflows- Actuarial	0.00	7,709.00
CUSTOMER DEPOSITS		
Connection Deposits Payable	2,850.00	4,000.00
Hydrant Meter Deposit	800.00	3,350.00
Total CUSTOMER DEPOSITS	3,650.00	7,350.00
Accrued Vacation Payable	17,907.50	19,106.97
Interest Payable	116,458.20	52,480.90
PVWMA Payable	13,353.50	18,180.56
Total Other Current Liabilities	310,477.88	104,993.08
Total Current Liabilities	358,004.98	125,788.85
Long Term Liabilities		
2392 · Long-term Debt - USDA (Oakr...	2,459,480.00	2,629,000.00
2391 · Long-term Debt - Orchard Acres	380,000.00	400,000.00
GASB 68 Pension Liability	544,625.00	562,232.00
City National Bank	982,313.10	1,153,682.33
Total Long Term Liabilities	4,366,418.10	4,744,914.33
Total Liabilities	4,724,423.08	4,870,703.18
Equity		
Investment in Capital Assets	6,420,006.53	6,420,006.53
Unrestricted Net Assets	2,715,212.95	2,877,112.95
Allocation of Net Assets	-2,637,574.59	-2,637,574.59
Net Income	-13,795.43	66,311.83
Total Equity	6,483,849.46	6,725,856.72
TOTAL LIABILITIES & EQUITY	11,208,272.54	11,596,559.90

Aromas Water District
Profit & Loss Budget Performance

October 2019

	Oct 19	Budget	Jul - Oct 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
303 - Water Revenue	120,239.21	125,000.00	485,697.91	500,000.00	1,207,500.00
307 - Bulk Water	521.54	500.00	2,137.61	2,300.00	7,000.00
302 - Connection	0.00	0.00	13,300.00	13,400.00	41,820.00
301 - Taxes Rcvd - AWD					
3090 - Oakridge / OAWA Assess...	0.00	0.00	0.00	0.00	194,200.00
301 - Taxes Rcvd - AWD - Other	0.00	0.00	0.00	0.00	66,000.00
Total 301 - Taxes Rcvd - AWD	0.00	0.00	0.00	0.00	260,200.00
304 - Other Office Income & Reimbur...	0.25	40.00	159.55	160.00	500.00
306 - Interest	1,573.15	1,650.00	6,880.29	6,600.00	20,000.00
312 - Grant Revenue	0.00	0.00	1,000.00	1,000.00	2,000.00
Total Income	122,334.15	127,190.00	509,175.36	523,460.00	1,539,020.00
Gross Profit	122,334.15	127,190.00	509,175.36	523,460.00	1,539,020.00
Expense					
Operations					
403 - Fuel	1,379.64	1,200.00	4,798.60	4,800.00	14,500.00
404 - Truck Maint	1,247.70	500.00	1,612.23	2,000.00	6,000.00
431 - System Repair & Maint	6,236.51	5,500.00	18,340.04	22,000.00	65,000.00
463 - Water Analysis	332.00	500.00	2,562.00	2,000.00	6,000.00
464 - Water Treatment	2,325.69	1,000.00	8,034.23	4,800.00	13,000.00
468 - Tools	0.00	580.00	2,629.57	2,320.00	7,000.00
470 - Public Outreach / Annexation	0.00	200.00	587.51	800.00	2,500.00
Total Operations	11,521.54	9,480.00	38,564.18	38,720.00	114,000.00
Power					
449.75 - 388 Blohm, # C	25.80	33.00	68.24	132.00	400.00
449.5 - 388 Blohm, A & B Office	119.06	140.00	419.37	590.00	1,700.00
461.5 - RLS Tank Booster	10.18	12.50	36.80	50.00	150.00
447 - Leo Ln Booster	40.01	35.00	150.47	140.00	400.00
448 - Aimee Mdws Well	9.53	12.50	35.48	50.00	150.00
451 - Marshall Corp Yard	40.15	42.00	147.46	168.00	500.00
452 - Rea Booster @ Seely	42.51	37.50	143.61	150.00	450.00
454 - Carr Booster	542.77	416.00	2,137.42	1,668.00	5,000.00
458 - Pleasant Acres Well	217.50	1,083.00	7,098.71	4,336.00	13,000.00
459 - Seely Booster @ Carpenteria	19.05	42.00	76.62	168.00	500.00
460 - San Juan Well	6,259.60	4,000.00	19,439.83	16,500.00	49,000.00
461 - Cole Tank	12.47	16.00	50.44	68.00	200.00
462 - Rea Tank	12.78	16.00	47.36	68.00	200.00
465 - Lwr Oakridge Boost	133.13	83.00	432.89	334.00	1,000.00
465.5 - Upper Oakridge Booster	0.00	0.00	150.00	150.00	700.00
466 - Pine Tree Tank	13.94	16.00	44.95	68.00	200.00
Total Power	7,498.48	5,984.50	30,479.65	24,640.00	73,550.00
Payroll					
Gross	29,590.93	33,852.00	122,301.30	135,417.00	406,233.00
Comp FICA	1,834.63	2,098.00	7,582.66	8,392.00	25,186.00
Comp MCARE	429.07	490.00	1,773.37	1,960.00	5,890.00
Comp SUI	35.52	195.00	230.42	775.00	2,335.00
Total Payroll	31,890.15	36,635.00	131,887.75	146,544.00	439,644.00
Employee / Labor Costs					
407 - Outside Services	253.81	500.00	1,702.94	2,000.00	6,000.00
408 - Uniform Allowance	0.00	450.00	933.10	1,300.00	3,000.00
409 - Workers Comp	1,034.20	1,025.00	3,349.79	4,100.00	12,306.00
410 - Health Ins	5,956.34	5,900.00	24,883.77	23,600.00	70,842.00
474 - Education	0.00	625.00	1,052.02	2,500.00	7,500.00
477 - Retirement	6,266.22	6,174.00	25,617.25	24,696.00	74,090.00
Total Employee / Labor Costs	13,510.57	14,674.00	57,538.87	58,196.00	173,738.00

Aromas Water District
Profit & Loss Budget Performance

October 2019

	Oct 19	Budget	Jul - Oct 19	YTD Budget	Annual Budget
Office					
440 - Misc Exp	350.00	330.00	1,106.70	1,320.00	4,000.00
444 - Postage	426.92	280.00	1,222.45	1,120.00	4,000.00
445 - Office Supplies	63.50	330.00	864.84	1,320.00	4,000.00
446 - Office Eqpmt and Maint	12,147.79	12,000.00	13,383.86	16,735.00	20,000.00
Total Office	12,988.21	12,940.00	16,577.85	20,495.00	32,000.00
Communications					
455 - Phone, Off	355.86	330.00	1,416.91	1,320.00	4,000.00
456 - Telemetry	488.18	550.00	1,952.72	2,200.00	6,600.00
457 - Answ Serv/Cellular Phone	359.09	300.00	1,088.55	1,200.00	3,600.00
Total Communications	1,203.13	1,180.00	4,458.18	4,720.00	14,200.00
Administrative & General					
4591 - Admin Fee (Bond Admin N...	0.00	0.00	901.88	900.00	5,000.00
4590 - Bond Interest Exp - Assess...	0.00	0.00	64,135.19	64,340.00	128,000.00
417 - Capital Loan Interest	0.00	0.00	0.00	0.00	35,000.00
467 - Depreciation Reserve	37,165.00	37,165.00	148,660.00	148,660.00	445,988.00
406 - Liability Ins	1,541.97	1,650.00	6,322.90	6,600.00	20,000.00
420 - Legal Fees	1,300.00	1,300.00	5,200.00	5,200.00	16,000.00
422 - Bank Charges	152.36	158.00	646.28	632.00	1,900.00
423 - Litigation Contingency	0.00	0.00	0.00	0.00	10,000.00
425 - Audit	959.00	1,000.00	5,828.00	4,000.00	12,500.00
471 - Bad Debts	0.00	0.00	0.00	0.00	500.00
473 - Memberships	3,767.00	4,250.00	11,770.06	5,400.00	17,000.00
Total Administrative & General	44,885.33	45,523.00	243,464.31	235,732.00	691,888.00
Total Expense	123,497.41	126,416.50	522,970.79	529,047.00	1,539,020.00
Net Ordinary Income	-1,163.26	773.50	-13,795.43	-5,587.00	0.00
Net Income	-1,163.26	773.50	-13,795.43	-5,587.00	0.00

11/20/19

Aromas Water District
Monthly Expenditures
 October 16 through November 18, 2019

Date	Num	Name	Amount
UB Checking			
10/23/2019	E-pay	Employment Development Dept	-602.76
10/23/2019	E-pay	United States Treasury (EFTPS)	-3,582.96
10/23/2019	17455	ACE Hardware Prunedale	-75.43
10/23/2019	17456	ConnectXtreme	-180.00
10/23/2019	17457	First Bankcard	-3,535.19
10/23/2019	17458	Grainger Inc	-77.56
10/23/2019	17459	Image Source	-5,333.00
10/23/2019	17460	Intuit	-55.81
10/23/2019	17461	Mid Valley Supply	-739.99
10/23/2019	17462	Monterey Bay Analytical Services Inc	-332.00
10/23/2019	17463	Powers Electric Products Co	-331.03
10/23/2019	17464	Shaun Smith	-15.08
10/23/2019	17465	USA BlueBook	-883.46
10/23/2019	17466	Valero	-901.74
10/23/2019	17467	Verizon Wireless	-215.51
10/24/2019	EFT	QuickBooks Payroll Service	-5,383.63
10/25/2019	DD1431	Bowman (P), Naomi	0.00
10/25/2019	DD1432	Coombes (P), Louise P	0.00
10/25/2019	17453	DeAlba (P), David	-2,743.45
10/25/2019	DD1433	Giron (P), Ester	0.00
10/25/2019	DD1434	Johnson (P), Robert L	0.00
10/25/2019	17454	Smith (P), Shaun	-1,368.63
10/25/2019	EFT	CalPERS	-798.70
10/25/2019	EFT	CalPERS	-2,218.46
10/31/2019	EFT	Bank Service Fees	-152.36
11/01/2019	17468	A T & T U-verse	-64.20
11/01/2019	17469	ACE Hardware Prunedale	-53.86
11/01/2019	17470	ACWA	-6,988.18
11/01/2019	17471	Aromas Water District (Petty Cash)	-100.00
11/01/2019	17472	C & N Tractors	-108.25
11/01/2019	17473	California Special Districts Assoc	-3,587.00
11/01/2019	17474	CALNET3	-590.84
11/01/2019	17475	City National Bank	-73,491.07
11/01/2019	17476	CSSC	-93.58
11/01/2019	17477	Ferguson Waterworks	-785.91
11/01/2019	17478	Mid Valley Supply	-739.99
11/01/2019	17479	R & B Company	-599.38
11/01/2019	17480	Rob Johnson	-50.00
11/01/2019	17481	Sage Software Inc	-1,218.00
11/01/2019	17482	United Way serving San Benito County	-32.00
11/01/2019	17483	USA BlueBook	-437.64
11/01/2019	17484	Viking Septic	-250.00
11/01/2019	17485	XIO, INC.	-954.78
11/02/2019	EFT	CalPERS	-3,889.97
11/04/2019	E-pay	Employment Development Dept	-641.88
11/04/2019	E-pay	United States Treasury (EFTPS)	-3,865.52
11/04/2019	17488	USPO	-316.92
11/04/2019	NSF	Bill Adjustment Report	-94.05

11/20/19

Aromas Water District
Monthly Expenditures
 October 16 through November 18, 2019

Date	Num	Name	Amount
11/05/2019	EFT	QuickBooks Payroll Service	-5,694.33
11/05/2019	Paid Online	P G & E	-595.52
11/05/2019	Pd w/credit	P G & E	0.00
11/05/2019	17489	David Lyng Real Estate	-150.00
11/06/2019	DD1435	Bowman (P), Naomi	0.00
11/06/2019	DD1436	Coombes (P), Louise P	0.00
11/06/2019	17486	DeAlba (P), David	-3,048.26
11/06/2019	DD1437	Giron (P), Ester	0.00
11/06/2019	DD1438	Johnson (P), Robert L	0.00
11/06/2019	17487	Smith (P), Shaun	-1,414.91
11/06/2019	DD1439	Morris (P), Vicki	0.00
11/06/2019	EFT	CalPERS	-2,238.85
11/06/2019	EFT	CalPERS	-899.80
11/08/2019	17490	San Benito County Recorder	0.00
11/08/2019	EFT	Superior Press	-74.47
11/13/2019	Paid Online	P G & E	-6,877.16
11/15/2019	17491	A Tool Shed Rentals	-490.52
11/15/2019	17492	Fedak & Brown LLP	-959.00
11/15/2019	17493	Ferguson Waterworks	-155.21
11/15/2019	17494	Mid Valley Supply	-845.71
11/15/2019	17495	Monterey Bay Analytical Services Inc	-35.00
11/15/2019	17496	Pajaro Valley Lock Shop	-245.62
11/15/2019	17497	Recology San Benito County	-53.21
11/15/2019	17498	Robert E. Bosso	-1,300.00
11/15/2019	17499	USA BlueBook	-416.67
11/15/2019	17500	Viking Septic	-400.00
11/15/2019	17501	Xerox Corp	-16.04
11/18/2019	E-pay	Employment Development Dept	-617.93
11/18/2019	E-pay	United States Treasury (EFTPS)	-3,760.02
Total UB Checking			-158,768.00
TOTAL			-158,768.00