



## REGULAR MEETING OF THE BOARD OF DIRECTORS

# AGENDA

TUESDAY, August 25, 2020, 7:00 PM

### Notice of Zoom Meeting

President- Wayne Holman  
Vice President- James Leap  
Director- Marcus Dutra  
Director- Wayne Norton  
Director- Richard Smith  
General Manager- Robert Johnson  
Board Secretary- Louise Coombes

*Pursuant to Governor Newsom's March 17, 2020 Executive Order N-29-20 regarding COVID-19, members of the Aromas Water District Board of Directors, staff and public may participate in this meeting via Zoom. Instructions on the following page.*

**I. CALL TO ORDER**

**II. ROLL CALL OF DIRECTORS:** President Wayne Holman, Vice President James Leap, Directors, Marcus Dutra, Wayne Norton and Richard Smith.

**III. PLEDGE OF ALLEGIANCE**

**IV. STATEMENTS OF DISQUALIFICATION**

**V. ADDITIONS AND DELETIONS**

**VI. MINUTES:** Motion to approve the Minutes of the July 28, 2020 Regular Board Meeting p.3-5

**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 (3) 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.6-9

D. CORRESPONDENCE p.10

**IX. ACTION ITEMS:**

**A. Consider receiving a report regarding the possible annexation of 10 to 12 parcels along Orchard Hill Road and Oak View Court, and providing direction to staff** p.11

Staff will present a report on the possible annexation of 10 to 12 parcels along Orchard Hill Road and Oak View Court, for discussion and Board action.

**B. Financial Reports for the Month of July 2020** p.12-17

Including both Assessment Districts, the financial reports show a Total Revenue of \$163,995.02; Total expenditures were \$171,632.04 between July 22, 2020 and August 18, 2020. These financials and monthly expenditures will be presented for discussion and approval.

**X. FUTURE MEETINGS & AGENDA ITEMS** Next meeting – Tuesday, September 22, 2020

**XI. ADJOURNMENT**



## Zoom Meeting Instructions

In order to protect the health and safety of the public and Aromas Water District employees, the District office located at 388 Blohm Avenue, Aromas, CA 95004 has been closed to the public until further notice. In accordance with EO N-29-20, the public may participate in the District's Board meeting by teleconference or web conference via the instructions provided below.

The meeting materials will be available for download from the District's website at:

[www.aromaswaterdistrict.org](http://www.aromaswaterdistrict.org).

This meeting is being held via Zoom and all attendees are muted by default. To join the meeting from a computer, tablet, or smartphone via the Zoom app (free at <http://www.zoom.us>), click the link on the meeting date and time: <https://us02web.zoom.us/j/84073748600>

If you do not have speakers or a microphone on your computer, you can dial in for audio.

Call **(669) 900.9128** and enter the **Webinar ID: 84073748600**

If you would like to speak during the public comment portion of the meeting, you have the following options:

1. **Online** – raise your hand or use the Q&A panel to submit written comments.
2. **Phone** – press \*9 to raise your hand, \*6 to send a request to be unmuted to submit verbal comments.

**The meeting officially will start at 7:00pm, though remote access will be open 15 minutes before the start of the meeting.**

Public engagement is important to the District, and meeting remotely is an evolving process.

We appreciate everyone's understanding as we work through this together.

**Minutes of the Regular Meeting of  
the Board of Directors of the Aromas Water District  
July 28, 2020**

- I. CALL TO ORDER.** The regular meeting of the Board of Directors of the Aromas Water District was called to order by President Holman on Tuesday, July 28, 2020 at 7:00 p.m. via Zoom online.
- II. ROLL CALL.** President Holman, Vice President Leap and Directors Dutra, Norton and Smith were present. Also in attendance were General Manager Robert Johnson, Counsel Bob Bosso, Board Secretary Louise Coombes and Management Consultant Vicki Morris.
- III. PLEDGE OF ALLEGIANCE.** President Holman led the pledge of allegiance.
- IV. STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. ADDITIONS AND DELETIONS.** There were no additions to, or deletions from, the Agenda.
- VI. MINUTES.** The minutes of the June 23, 2020 Board Meeting were presented for review and approval; Director Smith moved for approval of the minutes seconded by Director Dutra. Minutes were unanimously approved, by roll-call vote, with all Directors present.
- VII. ORAL COMMUNICATION.** There were no public comments.

**VIII. REPORTS/PRESENTATIONS**

- A. Director's Reports.** There were no Director's reports.
- B. Attorney's Report.** Counsel Bosso reported on a recent appellate case which held that initiative measures to raise taxes did not require the 2/3 majority vote normally required. The case involved Prop C in San Francisco which was an initiative.

**C. Manager's Report**

***OPERATIONS***

***Production & Well Levels***

GM Johnson reported total production in June 2020 was 12,105,380 gallons, with a daily average of 403,513 gallons per day. Due to Carpenteria Well going offline on June 8<sup>th</sup>, San Juan Well provided 11,188,890 gallons of the total production. There is a 53% production increase since May, even with one well offline.

All water testing continues to be both, filed on time and represent satisfactory results. In June, the finished water from the treatment plant showed no trace of iron and manganese.

Reporting operational well levels; Carpenteria Well was down one foot; San Juan Well was down three feet. Observational well levels: Marshall Well was down one foot; and Aimee Meadows Well was down two feet.

***MAINTENANCE***

***Incidents***

No incidents were reported.

***ADMINISTRATIVE***

***Staff & Board Recognition***

CSR Bowman and AC Girõn continue to work through the Billing process to incorporate changes due to the Governor's executive order regarding late or lack of payment and no shut-off. The amount not being collected continues to be monitored.

ASO Coombes researched an Easement document which allowed clarification related to an access issue.

CO DeAlba and Op Smith continue to replace meters. New meters were backordered in July, but no news on delivery yet.

GM Johnson and CO DeAlba recently worked with the Hollister Fire Department who requested the use of an AWD site with a cliff for practicing a rope rescue operation, however, due to a chemical fire on the scheduled day, this exercise has been postponed.

GM Johnson reported on the research he has been doing regarding the reopening strategy based on current

legislative orders and reconfiguration of the office – more on this in the Action Items.

### ***Conservation & Rainfall***

Since October 1, 2019, the total remains at 16.72” of rainfall recorded up to July 15, with no rain falling in July so far.

### ***Projects***

#### **Ad-Hoc Personnel Committee Meeting**

GM Johnson reported that this committee has reviewed and proposed changes to the employee handbook. GM Johnson has identified sections that he would like Counsel Bosso to review and comment. This should be ready for presentation to the Board in September.

#### **Technology Upgrade - SCADA**

GM Johnson recently discussed the situation with the electrician who will be available to begin work on August 11, 2020 to formulate a plan to install the remainder of the system.

- D. Correspondence:** GM Johnson briefly ran through a number of items on the correspondence list. Director Dutra asked about the Red Barn Connection; GM Johnson explained that the new owner of the property contacted the District as the property can have one residential connection. This connection will be used to augment their fire sprinkler system with the existing well. Director Norton inquired about the 1480 Cole Road email; GM Johnson explained this was the access issue through a gate to our property through an easement; interlocked locks providing access to both parties seems to have resolved the issue. GM Johnson pointed out the three emails regarding Orchard Hill Road; their potential request to be annexed will be a point of discussion/Action Item at the next meeting.

## **X. ACTION ITEMS**

### **A. Report regarding the possible annexation of one parcel located on Cole Road**

GM Johnson presented a request from Mr Bravo, a resident of Cole Road, who is within the District sphere of influence (SoI) but not yet annexed. Their well is pumping sand much earlier than in previous years. The condition of the water is now presenting a health hazard to the resident and his elderly parents. He therefore requests annexation and connection to Aromas Water.

GM Johnson reiterated that should the Board approve moving forward, the subsequent processing of this request through PVWMA and LAFCo will take around one year, however, GM Johnson will do whatever he can to expedite this considering the health and safety issue.

Vice President Leap enquired as to whether an estimate of the costs involved have been discussed with Mr Bravo; GM Johnson confirmed that the capacity fee (connection), the potential cost of consultant/backhoe work that may be required and potential LAFCo fees have been outlined, estimated total of \$15-20,000. Fortunately, the water main lies on the same side of Cole as the residence, so no road cutting is required.

Mr Bravo was present and expressed his gratitude and appreciation to all District staff for their support and service to the community. He briefly outlined his problems with the damage iron bacterial growth and sandy water has caused to his well equipment and appliances over the last 50 years, and he is fiscally ready to connect. Director Dutra indicated the necessity for a backflow device to prevent any cross-contamination issues.

Director Dutra moved to receive the report of possible annexation of one parcel on Cole Road as presented; seconded by President Holman. The Report was unanimously adopted by roll-call vote with all Directors present. There was no further discussion.

### **B. Carpenteria Well Rehabilitation Project**

GM Johnson outlined the timeline of activities on the well rehabilitation, including the zone pumping and pictures after the cleaning had taken place. Considerable sediment was removed from the well; the pump and the in-line check valve were replaced. Water sampling confirmed there was no coliform in the well water. The new pump was initially tested at 380 GPM and was equilibrated at 330 GPM with a static well level at 282 feet. Director Leap commented that it will be interesting to see the well's performance over time, and Director Norton was relieved to hear that Carpenteria is now ready to use in terms of the power usage via the

solar field.

Director Smith moved to receive Carpenteria Well Rehabilitation Project Report as presented; seconded by Director Dutra. The Report was unanimously adopted by roll-call vote with all Directors present.

**C. Reopening Plan for the Aromas Water District Office**

When the pandemic first began, initial discussions of the Executive Committee urgently implemented policies for both operational and office staff and payment options for customers. Further discussion has not yet occurred with the full Board to develop practices beyond those currently in place.

The guiding principles of the reopening plan are to keep staff and customers safe, provide safe water and return to the previous level of service prior to the pandemic. This winter, as influenza season transpires on top of the pandemic, COVID-19 cases could worsen, therefore a flexible plan is important. A plan would have implementation phases in compliance with State and County phases, adjusting as conditions change.

GM Johnson outlined new practices that could include; Daily temperature checks recorded on a log sheet for staff working in the office; reconfiguration of one of the two small windows next to the front door to include a plexiglass screen with a money slot to take cash payments, but no change given (change would be applied as a credit to the next bill). Interestingly, payment by cash has significantly diminished since no customers are admitted to the office. Plans for the office include pushing the desk for CSR Bowman and AC Girõn further back from the entrance door as there is barely six feet clearance, thereby potentially putting staff at risk.

Board discussion included; definitely taking daily temperature checks of all staff; staff should feel safe; the office remain closed to the public for the foreseeable future, therefore moving furniture around is not necessary for the moment; staff should only be present at their own behest; providing an outside table for customers when and if necessary.

Counsel Bosso advised that no motion was necessary to accept this report.

**D. Biennial Review of current Certified Conflict of Interest Code**

Pursuant to the Political Reform Act, a biennial review of the Conflict of Interest Code which determines who should file a Form 700. Staff identified that the Assistant General Manager position should be removed from the list of Designated Positions.

Director Norton moved to approve the amendment as presented; seconded by Director Dutra. The amendment was unanimously adopted by roll-call vote with all Directors present.

**E. Financial Reports for the Month of June 2020**

On the **Balance Sheet**, *Total Assets / Liabilities & Equity* are \$11,133,479.96, of which *Total Current Assets* are \$4,557,541.80, and *Total Fixed Assets* are \$6,437,569.16. In *Liabilities*, the *Total Current Liabilities* are \$277,639.13 and *Long-Term Liabilities* are \$4,253,106.20.

In the **P&L Report**, *Water Revenue* for June was \$131,315.60. The total revenue for June was \$171,694.93. Total expenditures were \$111,493.80 between June 17 and July 21, 2020.

Director Smith moved to approve the Financial Reports as presented; seconded by Vice President Leap. The Financial Reports were unanimously approved by roll-call vote with all Directors present.

**XIV. FUTURE MEETINGS & AGENDA ITEMS.** The next meeting will be on Tuesday August 25, 2020.

- Discuss progress of possible annexations along Cole Road and Orchard Hill Road.

**XV. ADJOURNMENT.** President Holman adjourned the meeting at 8:38pm until Tuesday, August 25, 2020.

Read and approved by: \_\_\_\_\_  
President, Wayne Holman

Attest: \_\_\_\_\_  
Board Secretary, Louise Coombes

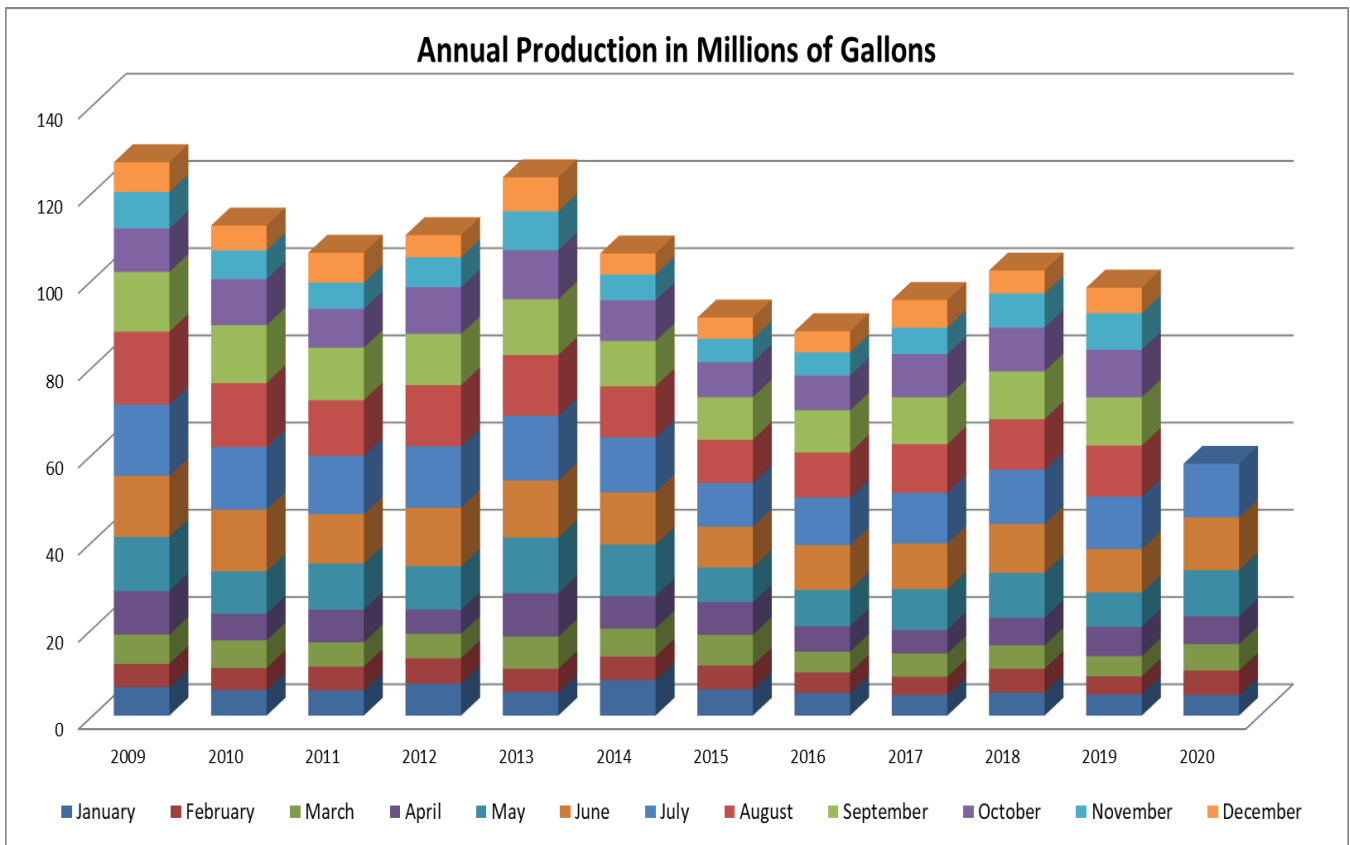
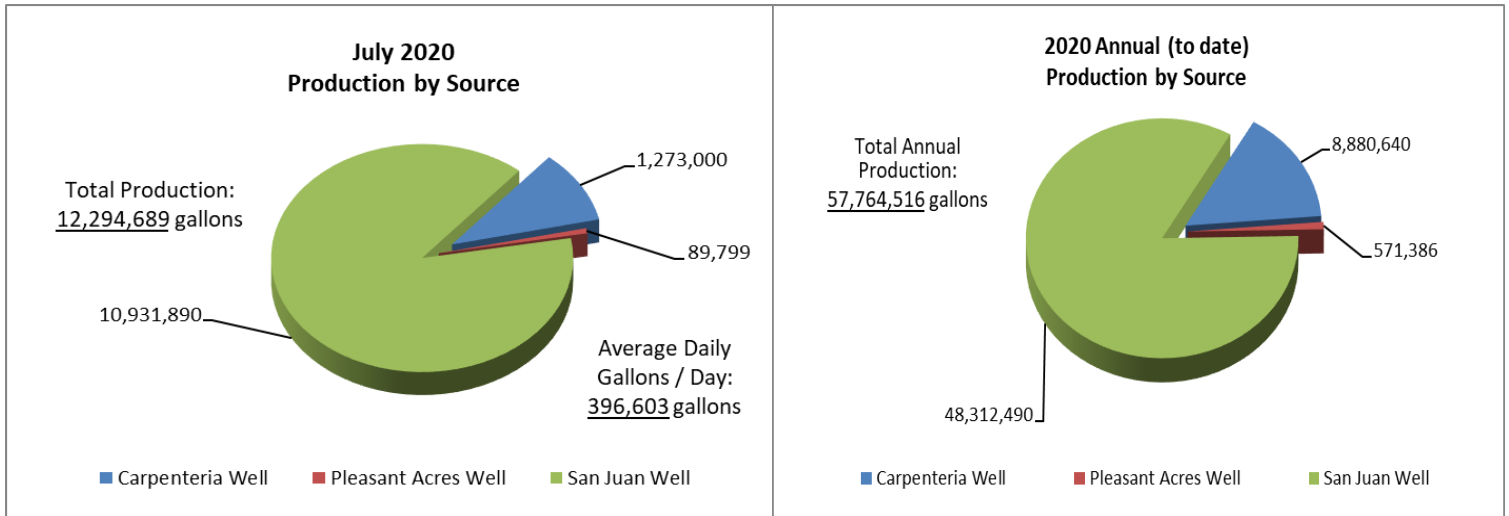
Date: \_\_\_\_\_

Date: \_\_\_\_\_

# General Manager's Report July 2020



## PRODUCTION REPORT



Totals	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Million Gal	126.9	112.37	106.15	110.17	123.42	105.97	91.27	88.152	95.304	102.07	98.141	57.746
Acre Ft	389.4	344.8	325.7	338.05	378.7	325.16	280.05	270.49	292.43	313.18	301.13	177.19

# OPERATIONS AND MAINTENANCE REPORT

## OPERATIONS:

- There are 965 total meters installed.
- San Juan well operated the entire month, while Pleasant Acres well was utilized 14 days this month. Carpenteria well was started up again on July 17 (after rehabilitation project was completed) and ran the remainder of the month – 15 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:

- None at the time of this writing

# ADMINISTRATIVE REPORT

## STAFF & BOARD RECOGNITION:

- CSR Bowman and AC Girõn continue to work through the billing process, incorporating changes based on the Governor's Executive Orders regarding late or non-payments, as well as no shutoffs during the COVID-19 pandemic. Changes will reflect most current State and Local conditions.
- The office staff has been handling a number of calls related to the rate increase that was implemented in July, thus showing up on the August bills.
- ASO Coombes has registered for some required training; as well as dealing with some alarm system issues that seem to be taking an inordinate amount of time.
- AC Girõn is preparing for the Annual Financial Audit, scheduled for September.
- CO DeAlba and Operator Smith continue to replace broken or under-reporting meters as time allows. New meters have been recently ordered.
- CO DeAlba and Operator Smith, due to the number of calls mentioned above, have been responding to customer calls regarding possible leaks; in the end, the majority of the calls have not had leaks.
- GM Johnson and CO DeAlba have been working with the Hollister FD on using a District facility site for a rope-rescue training exercise. The exercise has been rescheduled from July 1, when an incident in Hollister preempted the training, to August 27.
- GM Johnson is reviewing how to reconfigure the office once the reopening occurs. The options range from converting a front window, to building/purchasing a counter to provide distance protection for staff.

## **CONSERVATION UPDATE:**

June 2020 usage figures are showing the expected increase in water use.

October 1, 2019 marked the start of a new water year. As of the date of this report (August 18), the rain gauge at Chittenden Pass has recorded 16.72 inches of precipitation this water year, with zero inches of rain so far in the month of August. This seems inaccurate, given the rain received during the thunder and lightning storms we experienced the evening of August 16. Rain was recorded in Paso Robles and in Napa though. The water year ends in September 2020.

## **PROJECTS:**

### **1. Response to COVID-19 virus**

Staff has been working to keep up with the ever-changing COVID-19 (coronavirus) situation. Staff's focus has been on a variety of strategies to maintain high-quality water delivery to our customers and keeping staff safe from exposure.

### **2. Ad-Hoc Personnel Committee progress**

The Ad-Hoc Personnel Committee has produced the Board of Directors' Handbook, and has started work on the Employee's Handbook, though that work has been delayed due to the COVID-19 pandemic and some requested annexations. GM Johnson and the Committee will continue to meet via Zoom times and expect to have the Employee Handbook completed in time for the November Board meeting.

### **3. Technology upgrade – SCADA (delayed due to COVID-19 pandemic)**

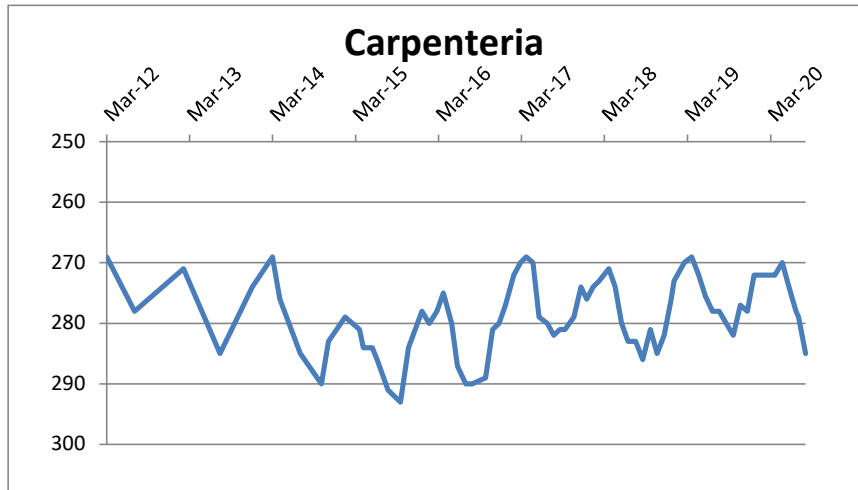
In the Fiscal Year 2019-2020 Budget, Phase 3 of the XiO (SCADA) implementation was budgeted. The configuration for this phase will include the outfitting of the Carr Booster Station and Carr Tank. Additional installs were added due to price reductions in XiO hardware. Additionally, Cole Tank will be 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.

This project is moving forward, with Carr Booster online with XiO, as well as Carr and Cole Tanks. Once this phase of the project is complete, staff will schedule a time with the electrician to complete Phase 4, which is the remainder of the system (Oakridge Boosters, Carpenteria well, Rea Tank, Rea Booster, Cole Booster, and San Juan well).

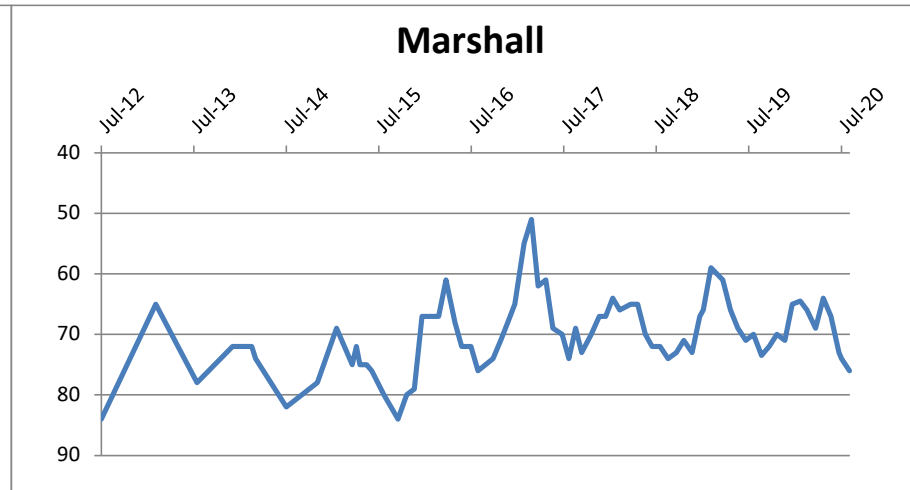
Robert Johnson  
General Manager  
August 18, 2020



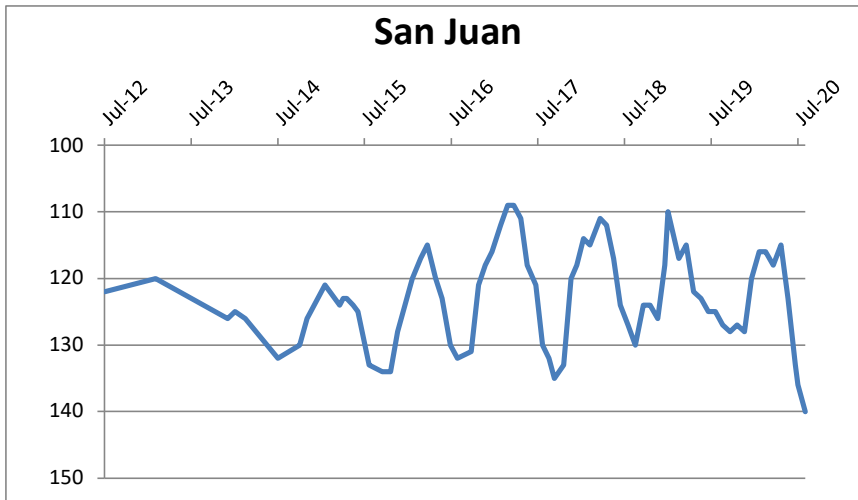
# Well Water Level Monitoring Depth to Water Measurements Date: August 18, 2020



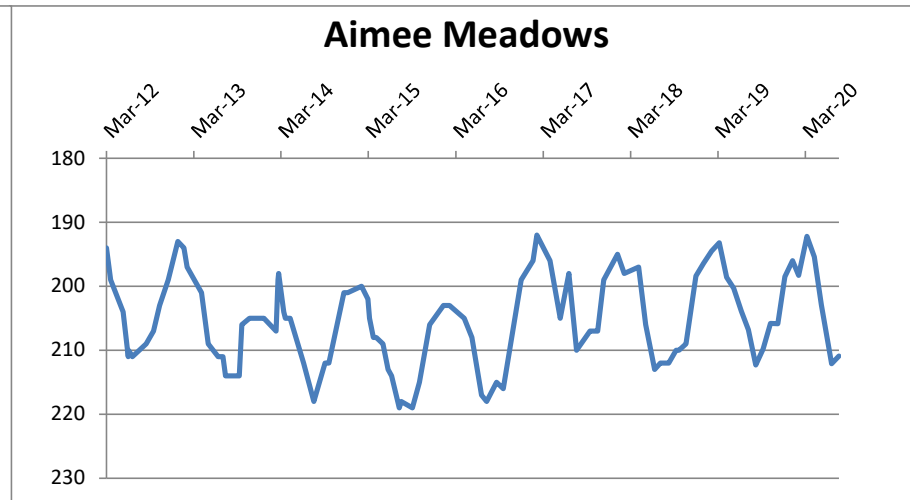
Carpenteria Well (production): Previous Read = 279 feet; Current Read = 285 feet



Marshall Well (monitoring): Previous Read = 74 feet; Current Read = 76 feet



San Juan Well (production): Previous Read = 136 feet; Current Read = 140 feet



Aimee Meadows (monitoring): Previous Read = 212 feet; Current Read = 211 feet

## CORRESPONDENCE LIST: 7/22/2020 - 8/14/2020

<b>DATE</b>	<b>TYPE</b>	<b>TO</b>	<b>FROM</b>	<b>SUBJECT</b>
7/27/20	M	R Johnson, AWD	J Sandoval, 360 Orchard Hill Road	Annexation Request
7/27/20	M	R Johnson, AWD	R Francis, 368 Orchard Hill Road	Annexation Request
7/27/20	M	R Johnson, AWD	M LaForge & V Sciacque, 366 Orchard Hill Road	Annexation Request
7/28/20	E	R Johnson, AWD	M & P Miller, 380 Oak View Ct	Annexation of Oak View Ct
7/31/20	E	R Johnson, AWD	D Foster & Elise Blomquist, 410 Oak View Ct	Annexation of Oak View Ct / Orchard Hill Community
8/4/20	E	SWRCB	R Johnson, AWD	Monthly Summary of Coliform Monitoring
8/4/20	E	SWRCB	R Johnson, AWD	Monthly Fe & Mn Field Test Results
8/13/20	M	AWD	San Benito LAFCo	Regular Meeting Agenda

# Staff Report



To: Board of Directors

Re: Item IX.A – Consider receiving a report regarding the possible annexation of 10 to 12 parcels along Orchard Hill Road and Oak View Court, and providing direction to Staff

Date: August 18, 2020

## Summary / Discussion

A request for water service has been received from Mr. Robert Bennett, who lives at 352 Orchard Hill Road, along with others along Orchard Hill Road and Oak View Court, which is a cul-de-sac that is perpendicular to Orchard Hill Road. The letters are in this month’s Correspondence packet. Orchard Hill Road and Oak View Court are within the District’s Sphere of Influence, though not a part of the annexed area. Recently, their well has not been able to keep up with the demand.

A quote from one of the request letters is as follows; “Our community here at Orchard Hill have been getting by with an inadequate supply of healthy water, but it is becoming worse. We have run out of water several times a year...” “This summer five homes have run out of water 3-5 times just this year, which is the worst ever.”

Another quote from their letters mentions a recent car fire along Highway 101. CalFire was able to get the situation under control in a timely manner, however things could have been a great deal worse, and their current water system would not have been up to the challenge.

This annexation effort will take a bit longer and involve more work for the District than the last few. Currently, it appears that this annexation will need an extension off of the main along Chateau Drive. There are many factors that have yet to be worked out: how many homes; what are the costs; what is the project; what is the timing, etc.? To get started on those and many other questions, the Board would need to approve moving forward with the annexation process. This annexation could take a couple years to complete all the necessary steps and construction before any water is delivered.

If the Board of Directors (BOD) approves of this request moving forward, then the process would involve going to the Pajaro Valley Water Management Agency (PVWMA) BOD, and the Local Area Foundation Commission (LAFCO) for specific actions and tasks to be completed, while concurrently working with engineers to design and construct the project. Final approval does rest with the LAFCO Board.

## Staff Recommendation

Receive the report and direct staff to initiate the annexation process with PVWMA and LAFCO, keeping the BOD apprised of the progress.

## Submitted by:

Robert Johnson  
General Manager

Aromas Water District  
Balance Sheet Prev Year Comparison

As of July 31, 2020

	Jul 31, 20	Jul 31, 19
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
UB Checking	198,436.23	181,558.64
UB Bk Money Market xxxx7853	381,888.94	224,196.70
LAIF-State of Ca xx-05	831,762.71	816,130.46
Petty Cash	100.00	100.00
Assessment District Banks		
OAWA Union Bank Checking 7741	42,537.71	41,032.08
OAWA Union Bank 101 Redemption	0.00	19.41
OAWA Union Bank 102 Reserve	35,773.99	35,904.25
Oakridge Union Checking 5587	410,934.54	452,355.70
Total Assessment District Banks	489,246.24	529,311.44
Total Checking/Savings	1,901,434.12	1,751,297.24
Accounts Receivable		
1200 · Accounts Rec - Spec Proj/Taxes	0.00	3,142.72
Total Accounts Receivable	0.00	3,142.72
Other Current Assets		
ACWA Deposit	2,080.80	2,080.80
1292 · Accounts Rec - USDA Loan	2,125,884.30	2,125,884.30
1291 · Accounts Rec - Orchard Acres	323,112.17	323,112.17
Prepaid Insurance	16,693.26	18,069.69
128 · Inventory	49,460.11	49,460.11
1200.1 · Accounts Receivable--UBMax	196,954.43	152,370.35
1201.9 · Less Allowance for doubtful Acc	-500.00	-500.00
Total Other Current Assets	2,713,685.07	2,670,477.42
Total Current Assets	4,615,119.19	4,424,917.38
Fixed Assets		
1900 · Water System	11,905,126.98	11,783,027.85
1915 · Office Building & Improvements	398,442.54	398,261.43
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	331,195.78
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	-6,376,425.75	-5,926,098.75
Total Fixed Assets	6,470,383.99	6,798,430.75
Other Assets		
Deferred Outflow of Resources	138,369.00	138,369.00
Total Other Assets	138,369.00	138,369.00
<b>TOTAL ASSETS</b>	<b>11,223,872.18</b>	<b>11,361,717.13</b>

Aromas Water District  
Balance Sheet Prev Year Comparison

As of July 31, 2020

	Jul 31, 20	Jul 31, 19
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	84,948.38	50,554.69
Total Accounts Payable	84,948.38	50,554.69
Credit Cards		
Valero Fleet	1,565.80	0.00
First Bankcard - S Smith #07	386.14	841.54
First Bankcard - E Giron #86	0.00	151.24
First Bankcard - L Coombes #92	406.00	-110.72
Valero - Fuel	0.00	792.00
First Bankcard -- D DeAlba #35	1,176.47	729.98
Total Credit Cards	3,534.41	2,404.04
Other Current Liabilities		
Current Portion UB OAWA	10,000.00	10,000.00
Current Portion USDA Oakridge	35,000.00	34,000.00
Current Portion City National	118,462.42	115,073.16
2100 · Payroll Liabilities	48.81	-7,497.63
CUSTOMER DEPOSITS		
Connection Deposits Payable	2,000.00	3,350.00
Hydrant Meter Deposit	800.00	1,600.00
Total CUSTOMER DEPOSITS	2,800.00	4,950.00
Accrued Vacation Payable	27,815.70	17,907.50
Interest Payable	51,670.74	51,670.74
Payroll Taxes Payable		
State Payroll Taxes Payable		
Payroll-SDI	0.00	-154.00
Total State Payroll Taxes Payable	0.00	-154.00
Total Payroll Taxes Payable	0.00	-154.00
PVWMA Payable	6,934.33	8,570.55
Total Other Current Liabilities	252,732.00	234,520.32
Total Current Liabilities	341,214.79	287,479.05
Long Term Liabilities		
2392 · Long-term Debt - USDA (Oakrdge)	2,458,480.00	2,544,240.00
2391 · Long-term Debt - Orchard Acres	380,000.00	390,000.00
GASB 68 Pension Liability	544,625.00	544,625.00
City National Bank	865,611.94	982,313.10
Total Long Term Liabilities	4,248,716.94	4,461,178.10
Total Liabilities	4,589,931.73	4,748,657.15
Equity		
Investment in Capital Assets	6,420,006.53	6,420,006.53
Unrestricted Net Assets	2,817,129.84	2,791,376.36
Allocation of Net Assets	-2,637,574.59	-2,637,574.59
Net Income	34,378.67	39,251.68
Total Equity	6,633,940.45	6,613,059.98
TOTAL LIABILITIES & EQUITY	11,223,872.18	11,361,717.13

Aromas Water District  
Profit & Loss Budget Performance

July 2020

	Jul 20	Budget	Jul 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
303 · Water Revenue	162,820.71	130,000.00	162,820.71	130,000.00	1,279,950.00
307 · Bulk Water	516.00	500.00	516.00	500.00	7,000.00
302 · Connection	0.00	0.00	0.00	0.00	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 & Reimbu...	0.00	40.00	0.00	40.00	500.00
306 · Interest	658.31	1,650.00	658.31	1,650.00	20,000.00
312 · Grant Revenue	0.00	0.00	0.00	0.00	2,000.00
Total Income	163,995.02	132,190.00	163,995.02	132,190.00	1,611,470.00
Gross Profit	163,995.02	132,190.00	163,995.02	132,190.00	1,611,470.00
Expense					
Operations					
403 · Fuel	994.54	1,208.00	994.54	1,208.00	14,500.00
404 · Truck Maint	0.00	540.00	0.00	540.00	6,500.00
431 · System Repair & Maint	6,448.22	5,400.00	6,448.22	5,400.00	65,000.00
463 · Water Analysis	1,710.00	400.00	1,710.00	400.00	6,000.00
464 · Water Treatment	2,774.83	2,250.00	2,774.83	2,250.00	19,000.00
468 · Tools	297.03	625.00	297.03	625.00	7,500.00
470 · Public Outreach / Annexation	0.00	300.00	0.00	300.00	3,500.00
Total Operations	12,224.62	10,723.00	12,224.62	10,723.00	122,000.00
Power					
449.75 · 388 Blohm, # C	11.31	33.00	11.31	33.00	400.00
449.5 · 388 Blohm, A & B Office	38.18	140.00	38.18	140.00	1,700.00
461.5 · RLS Tank Booster	6.22	12.50	6.22	12.50	150.00
447 · Leo Ln Booster	23.73	37.50	23.73	37.50	450.00
448 · Aimee Mdws Well	4.91	12.50	4.91	12.50	150.00
451 · Marshall Corp Yard	21.06	41.50	21.06	41.50	500.00
452 · Rea Booster @ Seely	23.77	41.50	23.77	41.50	500.00
454 · Carr Booster	325.74	825.00	325.74	825.00	5,500.00
458 · Pleasant Acres Well	38.15	1,700.00	38.15	1,700.00	13,000.00
459 · Seely Booster @ Carpenteria	29.30	41.50	29.30	41.50	500.00
460 · San Juan Well	3,891.66	4,000.00	3,891.66	4,000.00	51,000.00
461 · Cole Tank	6.32	16.00	6.32	16.00	200.00
462 · Rea Tank	6.46	16.00	6.46	16.00	200.00
465 - Lwr Oakridge Boost	85.02	150.00	85.02	150.00	1,500.00
465.5 - Upper Oakridge Booster	0.00	0.00	0.00	0.00	700.00
466 · Pine Tree Tank	3.16	16.00	3.16	16.00	200.00
Total Power	4,514.99	7,083.00	4,514.99	7,083.00	76,650.00
Payroll					
Gross	45,039.65	34,175.00	45,039.65	34,175.00	410,101.00
Comp FICA	2,792.43	2,118.00	2,792.43	2,118.00	25,426.00
Comp MCARE	653.05	495.00	653.05	495.00	5,946.00
Comp SUI	37.80	205.00	37.80	205.00	2,461.00
Total Payroll	48,522.93	36,993.00	48,522.93	36,993.00	443,934.00
Employee / Labor Costs					
407 · Outside Services	389.66	500.00	389.66	500.00	6,000.00
408 · Uniform Allowance	327.75	250.00	327.75	250.00	3,000.00
409 · Workers Comp	887.96	1,043.00	887.96	1,043.00	12,520.00
410 · Health Ins	5,941.44	5,949.00	5,941.44	5,949.00	71,387.00
474 · Education	0.00	625.00	0.00	625.00	7,500.00
477 · Retirement	8,317.07	7,094.00	8,317.07	7,094.00	85,126.00
Total Employee / Labor Costs	15,863.88	15,461.00	15,863.88	15,461.00	185,533.00

Aromas Water District  
Profit & Loss Budget Performance

July 2020

	Jul 20	Budget	Jul 20	YTD Budget	Annual Budget
Office					
440 · Misc Exp	100.00	330.00	100.00	330.00	4,000.00
444 · Postage	312.35	330.00	312.35	330.00	4,000.00
445 · Office Supplies	444.82	330.00	444.82	330.00	4,000.00
446 · Office Eqpmt and Maint	130.86	200.00	130.86	200.00	15,000.00
<b>Total Office</b>	<b>988.03</b>	<b>1,190.00</b>	<b>988.03</b>	<b>1,190.00</b>	<b>27,000.00</b>
Communications					
455 · Phone, Off	294.34	330.00	294.34	330.00	4,000.00
456 · Telemetry	675.18	700.00	675.18	700.00	5,600.00
457 · Answ Serv/Cellular Phone	249.81	300.00	249.81	300.00	3,600.00
<b>Total Communications</b>	<b>1,219.33</b>	<b>1,330.00</b>	<b>1,219.33</b>	<b>1,330.00</b>	<b>13,200.00</b>
Administrative & General					
4591 · Admin Fee (Bond Admin N...	0.00	0.00	0.00	0.00	5,200.00
4590 · Bond Interest Exp - Assess...	0.00	0.00	0.00	0.00	128,000.00
417 · Capital Loan Interest	0.00	0.00	0.00	0.00	30,000.00
467 · Depreciation Reserve	41,504.00	41,504.00	41,504.00	41,504.00	498,053.00
405 · Election	0.00	0.00	0.00	0.00	1,000.00
406 · Liability Ins	1,572.50	1,665.00	1,572.50	1,665.00	20,000.00
420 · Legal Fees	1,300.00	1,300.00	1,300.00	1,300.00	16,000.00
422 · Bank Charges	148.00	158.00	148.00	158.00	1,900.00
423 · Litigation Contingency	0.00	800.00	0.00	800.00	10,000.00
425 · Audit	1,480.00	1,040.00	1,480.00	1,040.00	12,500.00
471 · Bad Debts	0.00	40.00	0.00	40.00	500.00
473 · Memberships	278.07	350.00	278.07	350.00	20,000.00
<b>Total Administrative &amp; General</b>	<b>46,282.57</b>	<b>46,857.00</b>	<b>46,282.57</b>	<b>46,857.00</b>	<b>743,153.00</b>
<b>Total Expense</b>	<b>129,616.35</b>	<b>119,637.00</b>	<b>129,616.35</b>	<b>119,637.00</b>	<b>1,611,470.00</b>
<b>Net Ordinary Income</b>	<b>34,378.67</b>	<b>12,553.00</b>	<b>34,378.67</b>	<b>12,553.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>34,378.67</b>	<b>12,553.00</b>	<b>34,378.67</b>	<b>12,553.00</b>	<b>0.00</b>

08/21/20

Aromas Water District  
**Monthly Expenditures**  
 July 22 through August 18, 2020

Date	Num	Name	Amount
UB Checking			
07/27/2020	17852	Aromas Water District (Petty Cash)	-100.00
07/29/2020	17853	ACE Hardware Prunedale	-590.89
07/29/2020	17854	CALNET3	-593.52
07/29/2020	17855	CSSC	-93.58
07/29/2020	17856	Mid Valley Supply	-998.94
07/29/2020	17857	Monterey Bay Analytical Services Inc	-1,710.00
07/29/2020	17858	Rob Johnson	-50.00
07/29/2020	17859	United Way serving San Benito County	-32.00
07/29/2020	E-pay	Employment Development Dept	-655.69
07/29/2020	E-pay	United States Treasury (EFTPS)	-3,702.02
07/29/2020	Paid Online	P G & E	-9,459.76
07/30/2020	EFT	QuickBooks Payroll Service	-5,516.58
07/31/2020	DD1542	Bowman (P), Naomi	0.00
07/31/2020	DD1543	Coombes (P), Louise P	0.00
07/31/2020	17860	DeAlba (P), David	-2,806.00
07/31/2020	DD1544	Giron (P), Ester	0.00
07/31/2020	DD1545	Johnson (P), Robert L	0.00
07/31/2020	17861	Smith (P), Shaun	-1,359.99
07/31/2020	EFT	CalPERS	-2,412.75
07/31/2020	EFT	CalPERS	-918.37
07/31/2020	EFT	Bank Service Fees	-148.00
08/02/2020	EFT	CalPERS	-4,236.27
08/03/2020	17862	USPO	-257.35
08/03/2020	NSF	Bill Adjustment Report	-97.64
08/04/2020	Paid Online	First Bankcard	-3,740.99
08/11/2020	17863	ACE Hardware Prunedale	-63.53
08/11/2020	17864	ACWA JPIA, Emp. Ben. Prog.	-5,941.44
08/11/2020	17865	California Rural Water Association	-643.00
08/11/2020	17866	Central Electric	-81.92
08/11/2020	17867	County of Monterey	-30.00
08/11/2020	17868	Fastenal Company	-505.57
08/11/2020	17869	Fedak & Brown LLP	-1,480.00
08/11/2020	17870	Green Rubber Kennedy	-82.91
08/11/2020	17871	Mid Valley Supply	-776.95
08/11/2020	17872	MUFG Union Bank, N.A.	-21,848.12
08/11/2020	17873	R & B Company	-276.28
08/11/2020	17874	Robert E. Bosso	-1,300.00
08/11/2020	17875	Streamline	-100.00
08/11/2020	17876	USA BlueBook	0.00
08/11/2020	17877	Xerox Corp	-11.33
08/11/2020	17878	XIO, INC.	-74,137.72
08/11/2020	Pd w/credit	USA BlueBook	0.00
08/11/2020	Paid Online	Valero Fleet	-1,093.48
08/12/2020	E-pay	Employment Development Dept	-668.26
08/12/2020	E-pay	United States Treasury (EFTPS)	-3,899.80
08/13/2020	EFT	QuickBooks Payroll Service	-6,214.70
08/13/2020	17883	David DeAlba	-23.00
08/13/2020	17884	Shaun Smith	-10.12



08/21/20

Aromas Water District  
Monthly Expenditures  
July 22 through August 18, 2020

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
08/14/2020	DD1546	Bowman (P), Naomi	0.00
08/14/2020	DD1547	Coombes (P), Louise P	0.00
08/14/2020	17879	DeAlba (P), David	-2,777.85
08/14/2020	DD1548	Giron (P), Ester	0.00
08/14/2020	DD1549	Johnson (P), Robert L	0.00
08/14/2020	17880	Smith (P), Shaun	-1,383.61
08/14/2020	17881	Dutra (P), Marcus	-230.19
08/14/2020	17882	Holman (P), Wayne R	-230.19
08/14/2020	DD1550	Leap (P), James E	0.00
08/14/2020	DD1551	Norton (P), K W	0.00
08/14/2020	DD1552	Smith (P), Richard	0.00
08/14/2020	EFT	CalPERS	-955.05
08/14/2020	EFT	CalPERS	-2,420.24
08/18/2020	17885	A.L. Lease Co.	-85.14
08/18/2020	17886	Green Rubber Kennedy	-35.47
08/18/2020	17887	Pelmar Engineering Ltd.	-3,199.99
08/18/2020	17888	R & B Company	-1,314.56
08/18/2020	17889	Recology San Benito County	-53.21
08/18/2020	17890	Underground Service Alert (811)	-278.07
Total UB Checking			-171,632.04
TOTAL			-171,632.04

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