



REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA

TUESDAY, December 22, 2020, 7:00 PM

Notice of Zoom Meeting

President- Wayne Holman
Vice President- James Leap
Director- Marcus Dutra
Director- Richard Smith
Director- Vacant
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. **SWEARING IN OF NEW DIRECTORS**
- III. **ROLL CALL OF DIRECTORS:** President Wayne Holman, Vice President James Leap, Directors, Marcus Dutra, Richard Smith and Vicki Morris.
- IV. **PLEDGE OF ALLEGIANCE**
- V. **STATEMENTS OF DISQUALIFICATION**
- VI. **ADDITIONS AND DELETIONS**
- VII. **MINUTES:** Motion to approve the Minutes of the November 24, 2020 Regular Board Meeting p.3-6
- VIII. **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.*
- IX. **PRESENTATIONS & REPORTS**
 - A. **Presentation of Resolution #2020-10 to outgoing Board Member K. Wayne Norton in appreciation of his eight years of service to the Aromas Water District** p.7
 - B. DIRECTORS' REPORTS
 - C. ATTORNEY'S REPORT
 - D. MANAGER'S REPORT p.8-11
 - E. CORRESPONDENCE p.12
- X. **ACTION ITEMS:**
 - A. **Consider receiving an update regarding the possible provision of a fire suppression connection from the Aromas Water District system to the Red Barn, and providing direction to staff.** p.15
Staff will present an update on the possible provision of a fire suppression connection from the District's water system to the Red Barn, for discussion and Board action.
 - B. **Consider adopting a revision to the Fiscal Year 2020-2021 Expense Budget, and providing direction to staff.** p.14-17
Staff will present a Budget Revision to the Fiscal Year 2020-2021 District Budget, for discussion and Board action.
 - C. **Financial Reports for the Month of November 2020** p.18-22
Including both Assessment Districts, the financial reports show a Total Revenue of \$106,482.87; Total expenditures were \$71,409.71 between November 18, 2020 and December 15, 2020. These financials and monthly expenditures will be presented for discussion and approval.
 - D. **Election of New Board Officers**
The Board needs to elect a new President and Vice-President for a two-year term, beginning January 1, 2021
- XI. **FUTURE MEETINGS & AGENDA ITEMS** Next meeting – January 26, 2021
- XII. **ADJOURNMENT**

Next Res. # 2021-01

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.



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.

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/89073478656>

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: 89073478656

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 Aromas Water District Board of Directors
November 24, 2020**

- I. CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Holman on Tuesday, November 24, 2020 at 7:00 p.m. online via Zoom.
- 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 Director-Elect 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 October 27, 2020 Board Meeting were presented for review and approval; Vice President Leap noted that there were a couple of words missing from one sentence. Vice President Leap moved for approval of the amended minutes seconded by Director Smith. Minutes were unanimously approved, by roll-call vote, with all Directors present.
- VII. ORAL COMMUNICATION.** Director-Elect Morris expressed recognition and thanks to Director Norton, at his last meeting, for the eight years of service to the District and Community in which he has been a supportive, astute and forward-thinking Director with many other great qualities of which District has had the privilege of benefitting.

VIII. REPORTS/PRESENTATIONS

- A. Director's Reports.** There were no Director's reports.
- B. Attorney's Report.** Counsel Bosso mentioned that legislation is generally changing to accommodate the COVID-19 requirements. In particular, the California Family Rights Act (CFRA). GM Johnson interjected that the California Family Rights Act has changed limits from fifty to five or more staff members, which will be reflected in the new Employee Handbook. This will be presented to the Board in January 2021.

C. Manager's Report

OPERATIONS

Production & Well Levels

GM Johnson reported total production in October 2020 was 11,010,479 gallons, with a daily average of 355,177 gallons per day; bringing the annual total to date of 95,218,343 gallons with, as usual, the majority coming from San Juan Well. The stacked graph demonstrates that current level is higher than the annual total for 2016, however, the Operations Team are noticing that usage demand has slowed down and is likely to decrease as the winter progresses.

There are 965 connected meters. All water testing continues to be both filed on time and represent satisfactory results. In October, the finished water from the treatment plant showed no trace of iron and manganese.

Reporting on operational well levels, all are currently recharging nicely; Carpenteria Well is unchanged from the last month; San Juan Well was up four feet. Observational well levels; Marshall Well was down two feet; and Aimee Meadows Well was up one foot.

President Holman asked how Carpenteria Well was now performing [after the rehabilitation]. GM Johnson responded that the Operations Team have reported that the well is performing great with a consistent 300 gpm.

MAINTENANCE

Incidents

On November 12, 2020, a leak was found by a customer on Pleasant Acres Lane. The repair was addressed as quickly as possible with only one Operator available that week. West Valley was called in to assist with the excavation around a tricky tree root system. The four customers that were affected were later informed that water testing for Coliform and E. Coli proved negative.

ADMINISTRATIVE

Staff & Board Recognition

ASO Coombes has been working hard on the District mapping with some regular remote training assistance.

AC Girõn completed the annual financial audit but we are still awaiting the Audit Report.

GM Johnson filed the Bravo annexation application after the rework. This request has now been accepted and will be presented to the LAFCo Board on January 14, 2021.

GM Johnson reported that he completed and submitted the grant application for “Community Power Resiliency Allocation to Special Districts Program” on time. GM Johnson will call them to establish a timeline on response.

Conservation & Rainfall

October 1, 2020 marks the beginning of the new rainfall year. Since there has been 0.16” of precipitation. It still looks likely to be a La Niña winter, and therefore less recharge and more pumping.

Projects

Response to COVID-19 Virus

The District continues to monitor the ever-changing COVID-19 situation.

Ad-Hoc Personnel Committee Meeting

GM Johnson reported that good progress was being made with ASO Coombes reformatting the document to match the appearance of the Director’s Handbook, ready for the next Ad-Hoc Personnel Committee review and presentation to the Board in January.

Technology Upgrade - SCADA

GM Johnson reported on some technical issues with using both the XiO and Tesco systems that has resulted in not enough power being produced by the solar panels in the shorter winter days, so temporary measures have been implemented until the Tesco system can be entirely removed.

Orchard Hill Road Proposed Annexation

GM Johnson attempted to contact the Orchard Hill Group to ascertain which residents are interested in annexation, but has not yet had a response.

Correspondence: GM Johnson pointed out the PV Water Ad Hoc Fund Committee meeting experienced technical issues and so is delayed.

President Holman questioned whether Mr. Dean of Seely Ave is annexed and GM Johnson confirmed in the negative as our infrastructure does not currently reach this far.

Vice President Leap queried whether GM Johnson is on two committees for PVWMA; Funding and Sustainable Groundwater. GM Johnson confirmed this, as well as recently being added to CSDA Professional Development and Fiscal Committees.

Director Norton asked whether all the correspondence with Mr. Freitas indicated that he was not happy with the recent change in engineering. GM Johnson responded that during conversations with Mr. Freitas, he was reminded that he had agreed to being a part of the MNS team.

GM Johnson drew the attention of the Board to the CalTrans correspondence which indicates the next phase of project development on San Juan Road off ramp; they requested maps for the facilities that we have.

GM Johnson noted a recent survey from the State Board which was recently completed.

IX. ACTION ITEMS

A. Consider receiving a report regarding the affect of the Governor’s Executive Order N-42-20 on the Aromas Water District’s finances.

GM Johnson presented a summary of the timeline and actions taken as a result of this Executive Order. Late fees are cumulatively approximately \$4,000. A further \$2,500 has been spent on personal protective equipment, which was not included in the previous budget. The Executive Committee implemented a series

of actions, including closing the office to the public, remote methods of payment and splitting office days to social distance staff. The latter has actually increased the level of customer service.

Fiscal measures meant no shut-offs and late fees would be charged at a later date. There has been a noticeable increase in customers not paying on time or at all. When called, the customers are under the impression that the Governor's Order means they do not have to pay their bill. Customers will not be shut-off, but still have to pay their bills, including late fees.

GM Johnson noted that, through the CSDA forum, other Districts are handling things similarly; deferring delinquency processes and late fees, although many have already begun applying late fees again. Most were finding that deferral had affected their bottom line.

Interestingly, up to today, not one customer had indicated that due to hardships caused by COVID-19, they could not pay their bill. GM Johnson had the first phone call with this as a reason for non-payment this morning. There are approximately 62 delinquent accounts at present, many of which are chronic non-payment accounts.

GM Johnson indicated that the normal (pre-COVID-19) District policy was that if a customer setup and adhered to a payment plan, no late fees would be applied. He recommended to the Board that this policy be reinstated in January 2021, reminding customers that the late fees were deferred as opposed to forgiven.

President Holman stated that his preference was to reinstate late fees immediately. Director Norton commented that considering no customers, until this morning, had expressed difficulty paying because of COVID-19, then reinstatement of the fees should begin on payment plan and after the holidays. Having said that, he feels that if anyone is experiencing hardship due to COVID, but is not mentioning this to us, he feels that applying a punitive late fee is not helping. Payment plans are a more community sensitive policy and to wait until the New Year. President Holman is not against waiting, however, prefers that the District is not being taken advantage of. Vice President Leap was sensitive to the additional administrative workload involved in reinstating late fees. GM Johnson indicated that it is not a problem administratively; there are 62 folks to whom he would write to inform them that late fees will be reinstated.

GM Johnson reiterated that he feels many customers have misinterpreted the Executive Order; the facts need to be made clear, payment plans offered and report progress to the Board in December. Including, as Director Dutra suggested a copy of the Executive Order, to which Director Smith agreed. GM Johnson indicated that each customer needs to understand the magnitude of the late fees owed.

Direction to Staff is to reach out to each customer with the facts and figures, clear up confusion regarding their obligation and suggest a payment plan. Counsel Bosso suggested offering an incentive in the form of a waiver of the late fees if people sign up for the payment plan by January 1, 2021 and adhere to it. Late fees would be reinstated if they do not stick to the payment plan. Vice President Leap and President Holman agreed.

No motion was necessary. The report was received, and GM Johnson has direction to proceed.

B. Consider receiving a report regarding the possible provision of a fire suppression connection from the Aromas Water District system to the Red Barn.

GM Johnson provided an update since the October meeting. The Red Barn owners have requested a connection with a minimum 815GPM flow rate. Our engineers, MNS, indicated that, in a worst-case scenario, there would not be enough residual pressure with the flow requested. The consultant for the Red Barn consultant requested that the model be rerun with Ballantree boosters on, but even so the outcome was the same.

Their request for a hydrant flow rate and pressure test was recently performed. Within five minutes the Oakridge line was dramatically losing pressure to the point of potential negative pressure in those homes. This is an undesirable situation as many of those homes do not have backflow devices installed, resulting in potential contamination of the District's system. GM Johnson indicated that system upgrades, such as the capital project planned replacement of the Ballantree Tank next year, could completely change the situation.

Director Norton strongly indicated that losing pressure on the Oakridge line is entirely unacceptable. It needs to be clear that any connection provided to the Red Barn would not adversely affect any of the rest of our

system, otherwise the six-inch line cannot be provided. President Holman agreed and feels the onus is on the Red Barn consultant to come up with alternatives. Should an upgrade of our system be required, who should bear the cost?

Mr. Sepulvado, the Red Barn’s Fire Protection Consultant, was given the opportunity to speak to the Board. He clarified that the six-inch connection is, in fact, a six-inch tap to a four-inch line requirement for their system. He insisted that the District has provided the same service to a commercial business across the street. He pointed out that he has done more calculations and provided more information to the District than he has ever had to do before in California. He feels that he has worked hard to provide us with information that, as a public utility, we should already have available.

Director Holman observed that the business across the street is a small building behind the service station, so there is really no comparison. Director Dutra mentioned that this building was built around 5-7 years ago and possibly did not go through this engineering process.

Director Dutra expressed that he cannot see how the few minutes that the fire suppressant system would run, on just a few sprinklers would strain our system and cause such a problem with Oakridge, especially considering this would be a rare emergency event as opposed to the regular irrigation of an orchard. He expressed an interest in seeing the Engineering report. Director Norton reiterated his concern that Oakridge could be at risk. If our engineers are insistent that our water pressure drops too low if that line is activated, he prefers not to go forward unless further information to the contrary becomes available.

Vice President Leap suggested that a letter or statement be obtained from the engineers to clearly state pertinent information regarding the flow rates and demand and that demonstrates the impact to our system and customers to enable a decision to be made. Director Norton expressed concern that the engineering report was clear in indicating that this will not work for our system, unless there is some data missing or some way to work around the situation, otherwise there is too much liability of contradicting our engineer’s advice.

GM Johnson presented various options for next steps. The Board indicated that GM Johnson should continue to gather data and do further research so that the Board can make a more informed decision at a later meeting.

No motion was necessary. The report was received and GM Johnson has direction to proceed.

C. Financial Reports for the Month of October 2020

On the **Balance Sheet**, *Total Assets / Liabilities & Equity* are \$11,099,865.87, of which *Total Current Assets* are \$4,534,265.63, and *Total Fixed Assets* are \$6,427,231.24. In *Liabilities*, the *Total Current Liabilities* are \$199,342.02 and *Long-Term Liabilities* are \$4,260,236.84.

In the **P&L Report**, *Water Revenue* for October was \$142,105.94. Total **Expenditures** were \$157,397.45 between October 21 and November 17, 2020.

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

X. FUTURE MEETINGS & AGENDA ITEMS. The next meeting will be on Tuesday, December 22, 2020.

XI. ADJOURNMENT. President Holman adjourned the meeting at 8:55pm until Tuesday, December 22, 2020.

Read and approved by: _____
President, Wayne Holman

Attest: _____
Board Secretary, Louise Coombes

Date: _____

Date: _____



RESOLUTION 2020-10

In Appreciation of

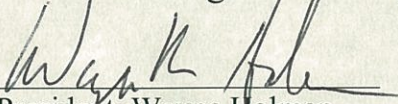
K. Wayne Norton

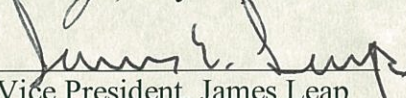
For Eight Years of Dedicated Service on the
Aromas Water District Board of Directors

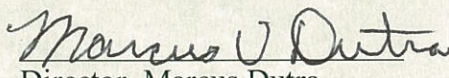
BE IT RESOLVED THAT the members of the Board of Directors of the Aromas Water District hereby proclaim their gratitude and appreciation to K. Wayne Norton for his service to the community and to the District during his eight-year term of office

2012-2020

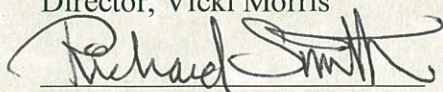
PASSED AND ADOPTED by the Board of Directors of the Aromas Water District, Aromas, Monterey County, California, at the Regular Meeting, duly held on December 22, 2020

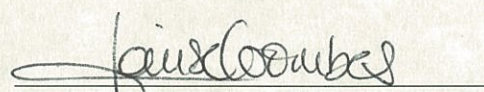

President, Wayne Holman


Vice President, James Leap


Director, Marcus Dutra


Director, Vicki Morris

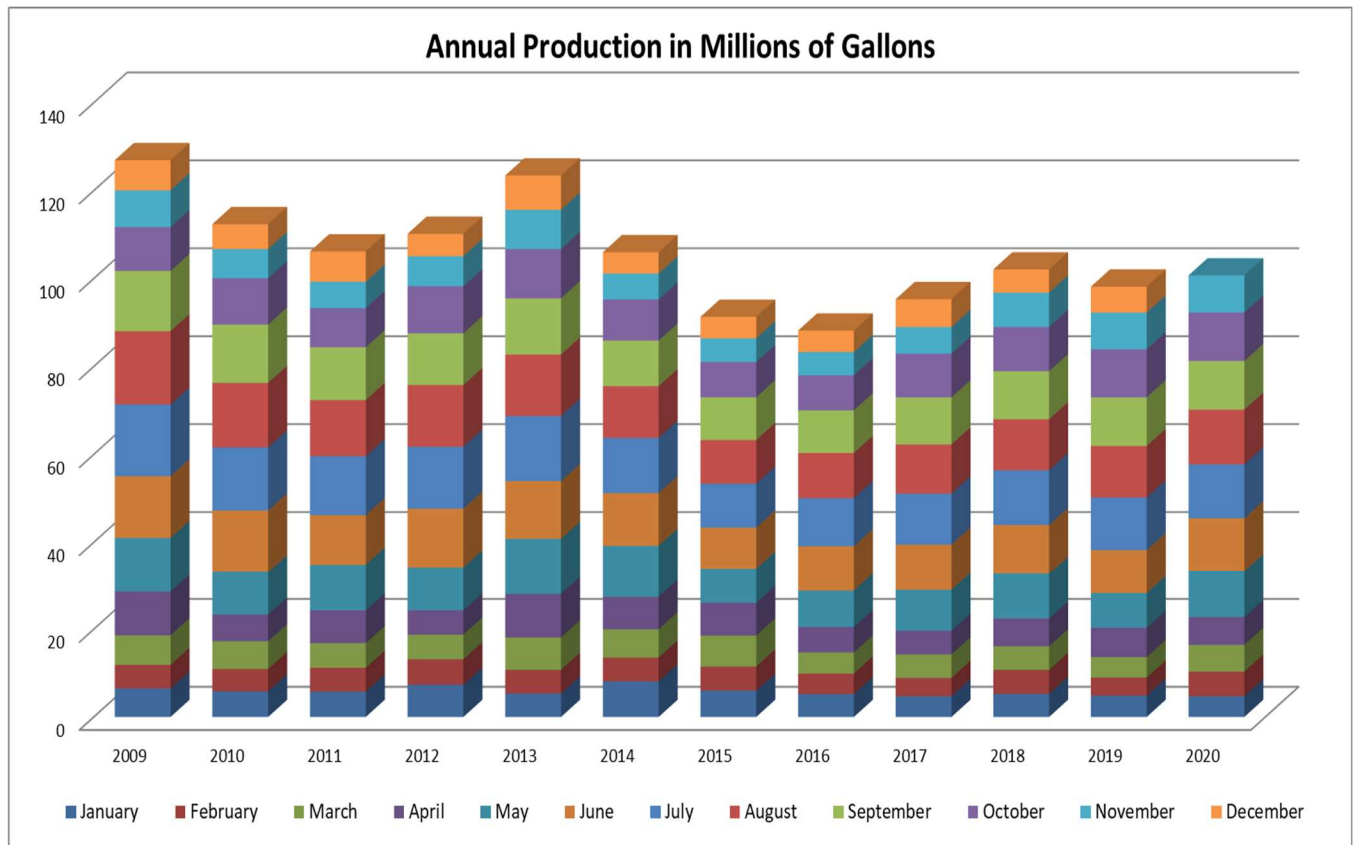
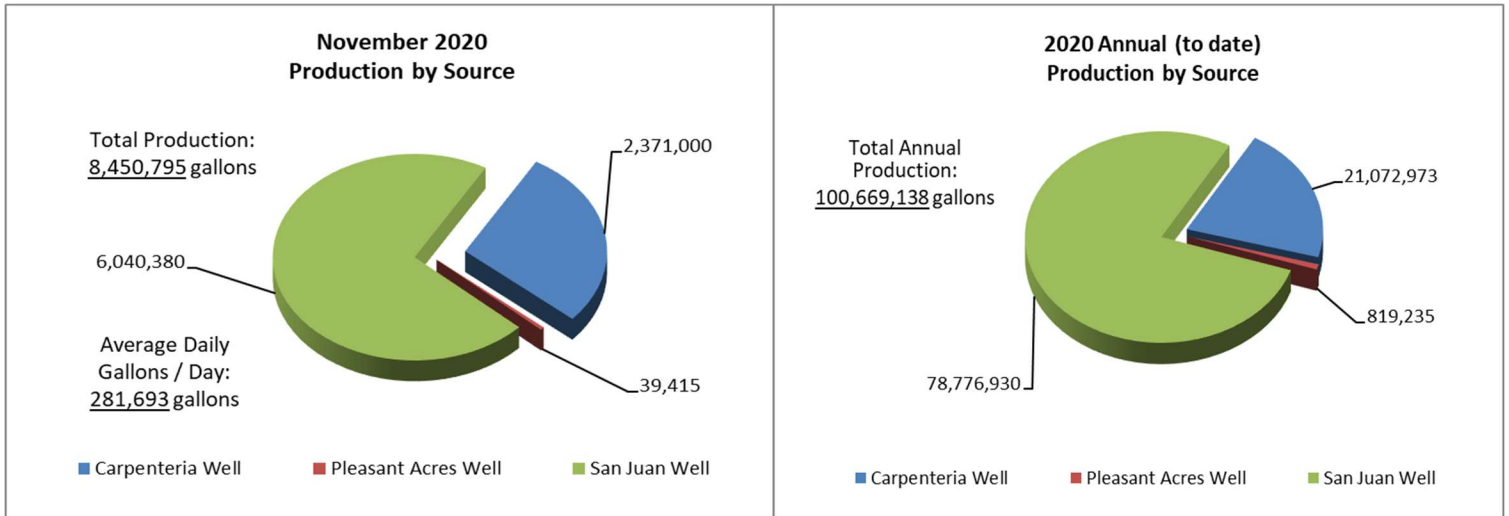

Director, Richard Smith


Attest: Louise Coombes, Secretary

General Manager's Report November 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	100.71
Acre Ft	389.4	344.8	325.7	338.05	378.7	325.16	280.05	270.49	292.43	313.18	301.13	309.0

OPERATIONS AND MAINTENANCE REPORT

OPERATIONS:

- There are 965 total meters installed.
- San Juan and Carpentaria wells were operated the entire month, while Pleasant Acres well was utilized only one day this month.
- 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:

- No incidents to report as of the day of the writing of this report.

ADMINISTRATIVE REPORT

STAFF & BOARD RECOGNITION:

- CSR Bowman and AC Girõn are working 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, and seeing where improvements can be made.
- ASO Coombes continues to work with the District's GIS, fixing errors in the data sets and updating information when possible.
- ASO Coombes has completed formatting the Employee Handbook, which was not an easy job. Staff hopes to bring the Employee Handbook to the Board in January 2021 for action.
- AC Girõn has completed the annual Financial Audit. The DRAFT Report arrived December 3. Staff is in the process of reviewing the report. Staff hopes to have the Auditors present their findings in January or February 2021.
- CO DeAlba and Operator Smith continue to replace broken or under-reporting meters. New meters have arrived and are being installed as time allows.
- GM Johnson filed the BRAVO Annexation paperwork, and the item is tentatively scheduled to be heard by LAFCo at their January (14th?) meeting. Staff stands ready to connect the BRAVO family to the District, should the annexation pass.
- GM Johnson completed the CalOES "Community Power Resiliency Allocation to Special Districts Program" grant application and submitted it on time. The State has not provided any information regarding the announcement timeline.
- GM Johnson attended a webinar about the new CalOSHA Emergency Temporary Standards related to COVID-19 that are in place until October 2021; including the development of a COVID prevention plan (CPP).

CONSERVATION UPDATE:

November 2020 usage figures are showing the expected decrease in water use as we move into fall and winter weather patterns, though from all (current) indicators, it looks like it will be a dry winter.

October 1, 2020 marked the start of a new water year. As of the date of this report (December 15), the rain gauge at Chittenden Pass has recorded 1.20 inches of precipitation this water year, with 0.72 inches having fallen in December. The 2019-2020 water year ended with the rainfall at Chittenden at 16.72 inches.

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.

UPDATE: GM Johnson is working on a COVID-19 Prevention Plan, based upon recent (November 30, 2020) updates from CalOSHA; also mentioned in Administrative Report.

2. Ad-Hoc Personnel Committee progress

GM Johnson and the Committee continue to meet via Zoom regarding the Employee Handbook; Counsel Bosso reviewed the latest version, and the Committee feels this effort will be completed in time for the January Board meeting (pushed forward from the December Board Meeting due to the Budget Adjustment item that will be presented in December).

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

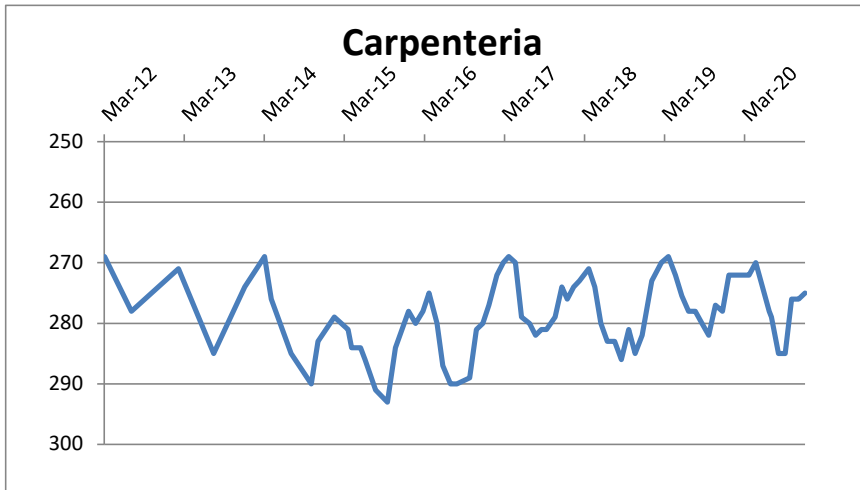
Phases 3 and 4 of the XiO (SCADA) implementation are continuing to move forward. The District has outfitted Carr Booster, as well as Carr and Cole Tanks. Phase 4 components are being implemented as time and schedules allow. Currently, Oakridge Boosters, Carpenteria Well, Rea Tank, and Rea Booster are online and being tested. Cole Booster and San Juan Well remain to be completed.

4. Orchard Hill Road proposed annexation progress

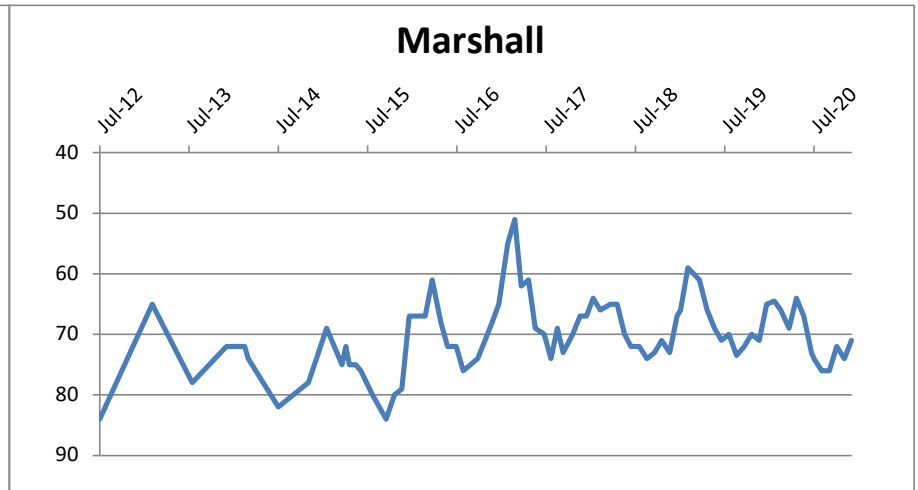
GM Johnson has been in contact with the Orchard Hill group representative. There has been challenges with the interim solution, so staff continues to work on that issue in addition to their normal duties. There seems to be a solid group of seven households that are interested in receiving Aromas Water, and other may be close to wanting to join also. Within the next couple of months, some information will need to be developed to help the Orchard Hill folks make their decision.

Robert Johnson
General Manager
December 15, 2020

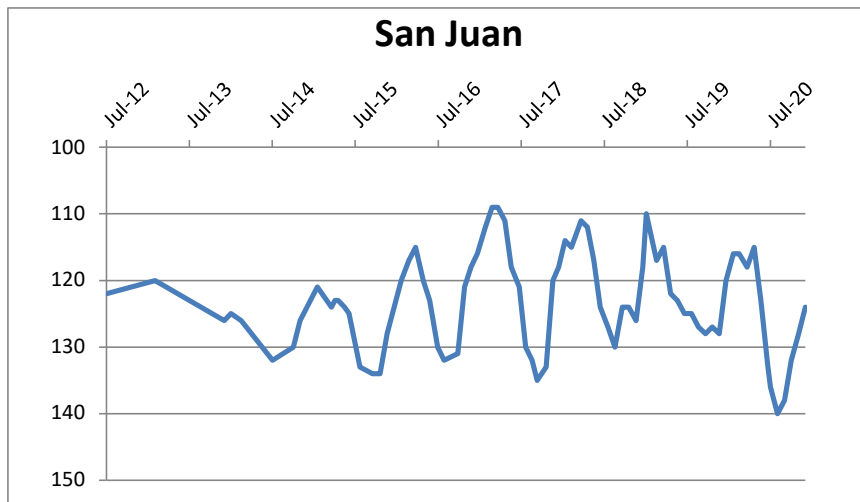
Well Water Level Monitoring
 Depth to Water Measurements
 Date: December 10, 2020



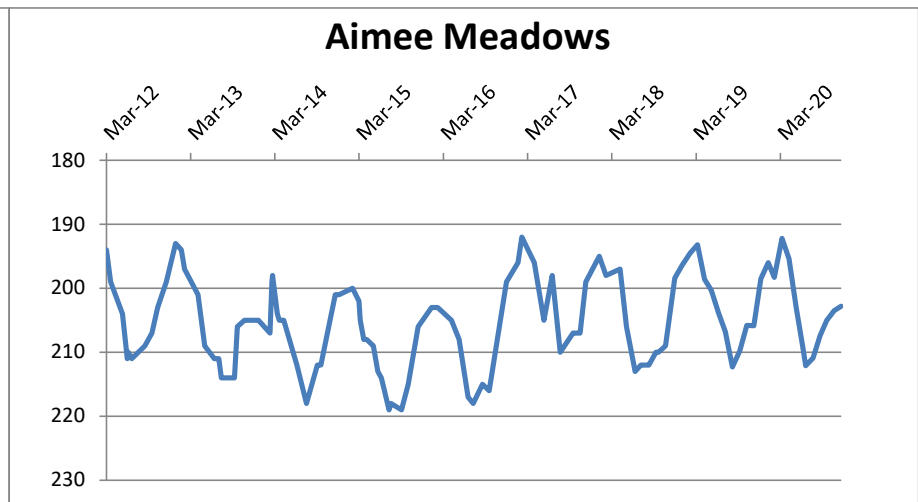
Carpenteria Well (production): Previous Read = 276 feet; Current Read = 275 feet



Marshall Well (monitoring): Previous Read = 74 feet; Current Read = 71 feet



San Juan Well (production): Previous Read = 128 feet; Current Read = 124 feet



Aimee Meadows (monitoring): Previous Read = 204 feet; Current Read = 203 feet

CORRESPONDENCE LIST: 11/19/2020 – 12/16/2020

DATE	TYPE	TO	FROM	SUBJECT
11/12/20	E	R Ely, Willis Construction	R Johnson, AWD	Marking Water Line
11/18/20	E	R Johnson, AWD	B Nicholson, CoSB	Certificate of Filing for Bravo Annexation & Indemnification Agreement [and Response]
11/19/20	E	P Chesbro, DoT	R Johnson, AWD	05-1H690 verification of utilities
11/23/20	E	R Bennet, Orchard Hill	R Johnson, AWD	Orchard Hill Annexation progress and billing for water
11/24/20	E	L Coombes, AWD	Candidate Services, County of Monterey	Appointed In-Lieu Certificates for the Nov 3, 2020
Nov 2020	M	AWD	Aromas Community Center Foundation	Annual Update from the Aromas Sports Park
12/7/20	E	R Johnson, AWD	R Ely, Willis Construction	Marking Water Line [and Response]
12/8/20	E	SWRCB	R Johnson, AWD	Chlorine or Chloramines Std Report Form 2020 Q4 [Quarterly Report for Disinfectant Residuals]
12/8/20	E	SWRCB	R Johnson, AWD	Monthly Summary of Coliform Monitoring
12/8/20	E	SWRCB	R Johnson, AWD	Monthly Fe & Mn Field Test Results
12/8/20	E	E Parker, Office of Assembly Member Stone	R Johnson, AWD	Resolution for an Aromas Water District Board Member [and Response]
12/8/20	E	District 2, Monterey County	R Johnson, AWD	Resolution for an Aromas Water District Board Member [and Response]
12/9/20	M	R Johnson, AWD	J Zaldivar, Zal Engineering	New Request? [for Red Barn Fire Protection Water Supply]
12/15/20	E	L Coombes, AWD	BAR Fleets	Annual Reporting Transmittal Status GE940922 [confirmation of submission]

Staff Report



To: Board of Directors

Re: Item X.A – Consider receiving an update regarding the possible provision of a fire suppression connection from the Aromas Water District system to the Red Barn, and providing direction to staff

Date: December 15, 2020

Summary / Discussion

The Aromas Water District (District) was approached by the new owner of the Red Barn (even before the purchase was completed) regarding connecting to the District’s water system. The Red Barn parcel has been annexed into the District for some time; therefore, it is eligible to receive a one-inch connection to the system. Subsequent conversations indicated the need for a larger connection, to augment the fire suppression system. On August 19, 2020 (email), the fire suppression contractor requested, *“We are the fire protection contractor who has been hired by the Red Barn LLC to bring the fire systems to code at this property, At this time we are requesting a 6-inch service tap at this location to provide fire protection to the fire sprinkler system.”* To determine the effect of the requested connection on the current District system (in the Ballantree area) some engineering work will need to be completed.

There was a question raised at the September Board Meeting as to whether the District is obliged to provide this connection to the Red Barn. Staff asked District Counsel and Counsel’s response (email - September 24) was, *“If the Red Barn is in your District, the only basis for refusal would be that you do not have sufficient water or some similar operational reason.”* So, a large portion of our decision will be determined by the effect the requested connection will have on the District’s system.

UPDATES: Some spreadsheet modeling work has indicated that the District’s current system cannot provide the requested **815 gpm** and leave a residual pressure of **70 psi**. This was first modeled with the Ballantree booster off-line. A second modeling scenario was run with the Ballantree Boosters on; though the answer was the same – the flow and residual pressure parameters cannot be met with the current configuration of the District’s system. A fire hydrant test was also performed.

Since the November Board Meeting, the contractor has done some reworking of the fire suppression system and is now requesting a reduced amount of flow from the District. Staff has worked with MNS to model this new request, and based on the modeling results, the newly-requested **565 gpm** with a residual pressure of **71 psi** is achievable.

Staff Recommendation

Receive the update, approve the connection request, and direct staff to work with the fire suppression consultant to determine next steps moving forward, or direct staff along an alternate course of action.

Submitted by:

Robert Johnson
General Manager

Staff Report



To: Board of Directors

Re: Item X.B – Consider Adopting a Revision to the Fiscal Year 2020-2021 Expense Budget, and providing direction to staff

Date: December 16, 2020

Summary / Discussion

The Expense Budget performance is reviewed monthly by the Board; and at times, may need revising to reflect variances from the adopted budget. There have been a few variances and changes during the 2020-2021 fiscal year, and the Proposed Budget Revision reflects these modifications.

The 2020-2021 Expense and Capital Budgets were approved at the April 2020 Board of Directors' Meeting based on the estimated revenue of \$1,611,470. During the first five months of the fiscal year, more revenue has been brought in which has provided an opportunity to make some adjustments to both the revenue and expense portions of the currently approved budget, including a staff position modification.

Since there was a staff modification, the Ad-Hoc Personnel Committee, consisting of Board Vice-President Leap and Board member Smith, along with General Manager Johnson, discussed and reviewed the position modification, and how it affected the existing budget.

Staff is proposing the following Budget revision:

- On the **Revenue** side, metered water sales, as well as bulk water sales, have exceeded original revenue estimates. The expected change in water revenue is an increase of \$64,050, though with a reduction in the number of expected new connections, the total change to the District's revenue is \$50,110. This brings the revised revenue portion of the budget to \$1,661,580.
- On the **Expense** side, there were refinements to administrative costs as well as some operating costs, specifically truck maintenance, system repair, and water treatment expenses that are a result of increases in water deliveries. Also, since there was no election, those costs were removed from the budget. The staff modification, in short, is the morphing of the Account Clerk position into a Water Utility Specialist position. The Water Utility Specialist position is a full-time (32 hours/week) position with Account Clerk, Customer Service and Water Operator duties and responsibilities. Interestingly, with the changes from this new position, and the removal of GM Consulting monies, the Personnel portion of the Budget remains roughly the same (difference is \$109).

This proposed Budget Revision also allows the District to augment its Capitol Reserve by increasing the Depreciation Reserve. The proposed revised budget would increase the Capital Reserves by \$43,602 (from \$498,053 to \$541,655).

Staff Recommendation

Approve the 2020-2021 Expense Budget Revision, with revenue, expense and staff modifications as presented in the attached spreadsheet.

Submitted by:

Robert Johnson
General Manager

Aromas Water District
Expense Budget - REVISION
FY 2020-2021

AROMAS WATER DISTRICT EXPENSE BUDGETS	APPROVED 2019 - 2020 BUDGET	APPROVED 2020 - 2021 BUDGET	FY 2020-21 THROUGH 11.30.2020	2020 - 2021 BUDGET REVISION	Percentage of ADOPTED Budget (42%)	Difference between REVISION and ADOPTED	Percentage of REVISED Budget (42%)
	ADOPTED	ADOPTED	Actual	PROPOSED	July - Nov		
REVENUE							
303 · Water Revenue	1,207,500	1,279,950	693,991	1,344,000	54%	64,050	52%
307 · Bulk Water	7,000	7,000	4,387	7,000	* 63%	-	63%
302 · Connection	41,820	41,820	-	27,880	* 0%	(13,940)	0%
301 · Taxes Received	66,000	66,000	-	66,000	* 0%	-	0%
Oakridge/OAWA	194,200	194,200	-	194,200	* 0%	-	0%
304 · Other Office Income	500	500	2,426	500	485%	-	485%
306 · Interest	20,000	20,000	3,141	20,000	16%	-	16%
312 · Grant Revenue	2,000	2,000	1,000	2,000	50%	-	50%
Total Revenue	\$ 1,539,020	\$ 1,611,470	\$ 704,944	\$ 1,661,580	44%	50,110	42%
EXPENSES							
Administrative & General							
4593 - Bond Issue Cost	-	-	-	-		-	
4592 - Professional Fees	-	-	-	-		-	
4591 - Bond Admin Fee	5,000	5,200	916	5,200	* 18%	-	18%
4590 - Bond Interest Asses.	128,000	128,000	62,165	128,000	* 49%	-	49%
Int Pymnts/Loans - CapProj	-	-	-	-	* *	-	
467 - Depreciation/Reserve	443,770	498,053	207,520	541,655	42%	43,602	38%
405 · Election	-	1,000	-	-	* 0%	(1,000)	0%
406 · Liability Ins	20,000	20,000	9,146	20,000	* 46%	-	46%
417 · Interest Payment	35,000	30,000	14,690	30,000	* 49%	-	49%
420 · Legal Fees	16,000	16,000	5,200	16,000	* 33%	-	33%
423 · Litigation Contingency	10,000	10,000	-	10,000	* 0%	-	0%
422 · Bank Charges	1,900	1,900	562	1,900	* 30%	-	30%
425 · Audit	12,500	12,500	6,438	12,500	* 52%	-	52%
471 · Bad Debts	500	500	211	500	* 42%	-	42%
473 · Memberships	17,000	20,000	12,175	20,000	* 61%	-	61%
Total Administrative & General	689,670	743,153	319,023	785,755	43%	42,602	41%
Communications							
455 · Phone, Off	4,000	4,000	1,823	4,000	* 46%	-	46%
456 · Telemetry	3,600	5,600	3,377	6,500	* 60%	900	52%
457 · Answ Serv/Cell Phone	3,600	3,600	1,728	3,600	* 48%	-	48%
Total Communications	11,200	13,200	6,927	14,100	52%	900	49%
Payroll							
Gross	406,233	410,101	169,655	409,308	* 41%	(793)	41%
Comp FICA	25,156	25,426	10,324	25,377	* 41%	(49)	41%
Comp MCARE	5,890	5,946	2,460	5,935	* 41%	(11)	41%
Comp SUI & SDI	2,335	2,461	189	2,188	* 8%	(273)	9%
Total Payroll	439,614	443,934	182,628	442,808	41%	(1,126)	41%
Employee Costs							
407 · Outside Services	6,000	6,000	1,808	6,000	* 30%	-	30%
408 · Uniform Allowance	3,000	3,000	645	3,000	* 21%	-	21%
409 · Workers Comp	12,306	12,520	3,403	12,288	* 27%	(232)	28%
410 · Health Ins	70,842	71,387	29,707	72,287	* 42%	900	41%
474 · Education	7,500	7,500	(325)	7,500	* -4%	-	-4%
477 · Retirement Contrib	73,874	85,126	36,645	85,693	* 43%	567	43%
Total Employee Costs	173,522	185,533	71,883	186,768	39%	1,235	38%

Aromas Water District
Expense Budget - REVISION
FY 2020-2021

	APPROVED 2019 - 2020 BUDGET	APPROVED 2020 - 2021 BUDGET	FY 2020-21 THROUGH 11.30.2020	2020 - 2021 BUDGET REVISION	Percentage of ADOPTED Budget (42%)	Difference between REVISION and ADOPTED	Percentage of REVISED Budget (42%)
	ADOPTED	ADOPTED	Actual	PROPOSED			
Office							
440 · Misc Exp	4,000	4,000	856	4,000	* 21%	-	21%
444 · Postage	4,000	4,000	1,477	4,000	* 37%	-	37%
445 · Office Supplies	4,000	4,000	1,151	4,000	* 29%	-	29%
446 · Office Eqpmt Maint	20,000	15,000	3,030	15,000	* 20%	-	20%
Total Office	32,000	27,000	6,513	27,000	24%	-	24%
Operations							
403 · Fuel	14,500	14,500	5,062	14,500	* 35%	-	35%
404 · Truck Maint	6,000	6,500	3,554	7,000	* 55%	500	51%
431 · System Repair & Maint	65,000	65,000	34,746	70,000	* 53%	5,000	50%
463 · Water Analysis	6,000	6,000	3,554	6,000	* 59%	-	59%
464 · Water Treatment	13,000	19,000	10,516	20,000	* 55%	1,000	53%
468 · Tools	7,000	7,500	2,681	7,500	* 36%	-	36%
470 · PI / Annex / Conserv	2,500	3,500	-	3,500	* 0%	-	0%
Total Operations	114,000	122,000	60,113	128,500	49%	6,500	47%
Power							
449.75 388 Blohm #C	400	400	134	400	* 33%	-	33%
449.5-388 Blohm A & B	1,700	1,700	385	1,700	* 23%	-	23%
447 · Leo Ln Booster	400	450	268	450	* 60%	-	60%
448 · Aimee Mdws Well	150	150	45	150	* 30%	-	30%
451 · Marshall Corp Yard	500	500	181	500	* 36%	-	36%
452 · Rea Booster @ Seely	450	500	244	500	* 49%	-	49%
454 · Carr Booster	5,000	5,500	3,003	5,500	* 55%	-	55%
458 · Pleasant Acres Well	13,000	13,000	507	13,000	* 4%	-	4%
459 · Seely Pump & Carpenteria	500	500	130	500	* 26%	-	26%
460 · San Juan Well	49,000	51,000	29,800	51,000	* 58%	-	58%
461.5 RLS Tank	150	150	46	150	* 31%	-	31%
461 · Cole Tank	200	200	64	200	* 32%	-	32%
462 · Rea Tank	200	200	62	200	* 31%	-	31%
465 · Lwr Oakridge Bstr	1,000	1,500	630	1,500	* 42%	-	42%
465.5 · Upr Oakridge Bstr	700	700	150	700	* 21%	-	21%
466 · Pine Tree Tank	200	200	62	200	* 31%	-	31%
Total Power	73,550	76,650	35,710	76,650	47%	-	47%
TOTAL EXP	1,533,555	1,611,470	682,798	1,661,580	42%	50,110	41%
NET INCOME	5,465	(0)	22,146	(0)		-	
Add back in Depreciation/Reserve	443,770	498,053	207,520	541,655	42%	43,602	38%
Net incl. Depreciation	449,235	498,053	229,666	541,655	46%	43,602	42%

Aromas Water District
Expense Budget REVISION
FY 2020-2021
Payroll Portion

JobTitle	Yrs w/ AWD	Hrs p/yr	Revised Hourly 2020-2021	REVISED 2020-2021	FICA	MCare	SDI 1.0% SUI 2.9%	Health	CalPERS	Workers Comp
					6.20%	1.45%	<\$7000			
General Mgr - R Johnson	3	2080		\$155,217	9,623	2,251	273	25,313	17,122	3,058
Ex-Gen Mgr VM on-call		125	\$65.00		0	0		0	0	0
										\$ 1.97 W/C rate
Admin Services Officer	5	1248	\$25.87	\$32,290	2,002	468	273	0	2,497	184
		624								\$ 0.57 W/C rate
Accounts Clerk	4	624	\$20.25	\$12,636	783	183	273	0	977	72
Water Utility Specialist		832	\$24.00	\$19,968	1,238	290		900	1,544	114
CSR	1	1248	\$16.71	\$20,850	1,293	302	273	0	1,612	119
										\$ 0.57 W/C rate
Chief Operator	14	2080	\$44.99	\$93,580	5,802	1,357	273	33,364	10,323	5,287
o/call & OT		220	\$44.99	\$9,898	614	144			1,092	559
										\$ 5.65 WC rate
Operator I	1	2080	\$21.63	\$44,990	2,789	652	273	12,710	3,479	2,542
o/call & OT		220	\$21.63	\$4,759	295	69			368	269
										\$ 5.65 WC rate
yrs of serv	28									\$ 0.65 WC rateDir
Directors (5)		72	\$252.00	\$15,120	937	219	550	0	0	98
+CalPERS addl unfunded liab									46680	0
Interns			\$0.00						0	100
	28			\$409,308	25,377	5,935	2,188	72,287	85,693	12,288
				ee contrib	4.20%	1.45%	1.20%	20% co-py	7.00%	

Aromas Water District
 Balance Sheet Prev Year Comparison
 As of November 30, 2020

	Nov 30, 20	Nov 30, 19
ASSETS		
Current Assets		
Checking/Savings		
UB Checking	162,873.48	173,102.93
UB Bk Money Market xxxx7853	421,961.75	299,241.80
LAIF-State of Ca xx-05	833,948.95	822,613.45
Petty Cash	100.00	100.00
Assessment District Banks		
OAWA Union Bank Checking 7741	42,544.91	21,337.23
OAWA Union Bank 101 Redemption	0.18	15.48
OAWA Union Bank 102 Reserve	35,564.13	35,740.87
Oakridge Union Checking 5587	324,918.21	314,898.63
Total Assessment District Banks	403,027.43	371,992.21
Total Checking/Savings	1,821,911.61	1,667,050.39
Accounts Receivable		
1200 · Accounts Rec - Spec Proj/Taxes	500.00	0.00
Total Accounts Receivable	500.00	0.00
Other Current Assets		
ACWA Deposit	2,080.80	2,080.80
1292 · Accounts Rec - USDA Loan	2,137,404.20	2,176,644.30
1291 · Accounts Rec - Orchard Acres	323,112.17	323,112.17
Prepaid Insurance	19,921.02	21,490.65
128 · Inventory	49,921.56	49,460.11
1200.1 · Accounts Receivable--UBMax	154,059.23	161,382.40
1201.9 · Less Allowance for doubtful ...	-500.00	-500.00
Total Other Current Assets	2,685,998.98	2,733,670.43
Total Current Assets	4,508,410.59	4,400,720.82
Fixed Assets		
1900 · Water System	12,006,738.18	11,779,332.10
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	-6,558,684.75	-6,074,758.75
Total Fixed Assets	6,389,736.19	6,646,075.00
Other Assets		
Deferred Outflow of Resources	138,369.00	138,369.00
Total Other Assets	138,369.00	138,369.00
TOTAL ASSETS	11,036,515.78	11,185,164.82

Aromas Water District
 Balance Sheet Prev Year Comparison
 As of November 30, 2020

	Nov 30, 20	Nov 30, 19
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	24,480.00	31,212.86
Total Accounts Payable	24,480.00	31,212.86
Credit Cards		
First Bankcard - S Smith #0239	291.86	370.95
First Bankcard - E Giron #1086	0.00	112.90
First Bankcard -R.Johnson #9031	0.00	258.18
First Bankcard - L Coombes #92	0.00	87.19
First Bankcard - D DeAlba #2486	75.86	459.97
Valero Fleet	500.92	0.00
Valero - Fuel	0.00	685.50
Total Credit Cards	868.64	1,974.69
Other Current Liabilities		
Current Portion City National	59,661.05	57,954.10
2100 · Payroll Liabilities	86.61	90.74
CUSTOMER DEPOSITS		
Connection Deposits Payable	2,000.00	2,000.00
Hydrant Meter Deposit	800.00	1,600.00
Total CUSTOMER DEPOSITS	2,800.00	3,600.00
Accrued Vacation Payable	27,815.70	17,907.50
Interest Payable	20,153.44	20,153.44
PVWMA Payable	23,613.16	13,770.35
Total Other Current Liabilities	134,129.96	113,476.13
Total Current Liabilities	159,478.60	146,663.68
Long Term Liabilities		
2392 · Long-term Debt - USDA (Oakr...	2,469,999.90	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	4,260,236.84	4,461,178.10
Total Liabilities	4,419,715.44	4,607,841.78
Equity		
Investment in Capital Assets	6,420,006.53	6,420,006.53
Unrestricted Net Assets	2,817,080.05	2,791,376.36
Allocation of Net Assets	-2,637,574.59	-2,637,574.59
Net Income	17,288.35	3,514.74
Total Equity	6,616,800.34	6,577,323.04
TOTAL LIABILITIES & EQUITY	11,036,515.78	11,185,164.82

Aromas Water District
Profit & Loss Budget Performance

November 2020

	Nov 20	Budget	Jul - Nov 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
303 · Water Revenue	104,919.82	110,000.00	691,997.57	620,500.00	1,279,950.00
307 · Bulk Water	641.64	500.00	4,285.68	2,500.00	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...	500.00	40.00	2,425.95	200.00	500.00
306 · Interest	421.41	1,650.00	2,978.58	8,250.00	20,000.00
312 · Grant Revenue	0.00	0.00	0.00	1,000.00	2,000.00
Total Income	106,482.87	112,190.00	701,687.78	632,450.00	1,611,470.00
Gross Profit	106,482.87	112,190.00	701,687.78	632,450.00	1,611,470.00
Expense					
Operations					
403 · Fuel	970.29	1,208.00	5,062.43	6,040.00	14,500.00
404 · Truck Maint	140.00	540.00	3,554.07	2,700.00	6,500.00
431 · System Repair & Maint	8,700.11	5,400.00	34,778.41	27,000.00	65,000.00
463 · Water Analysis	1,204.00	1,400.00	3,554.00	3,000.00	6,000.00
464 · Water Treatment	1,431.73	1,000.00	10,516.29	9,000.00	19,000.00
468 · Tools	0.00	625.00	2,680.99	3,125.00	7,500.00
470 · Public Outreach / Annexation	0.00	300.00	0.00	1,500.00	3,500.00
Total Operations	12,446.13	10,473.00	60,146.19	52,365.00	122,000.00
Power					
449.75 · 388 Blohm, # C	30.85	33.00	133.55	165.00	400.00
449.5 · 388 Blohm, A & B Office	99.90	140.00	384.56	700.00	1,700.00
461.5 · RLS Tank Booster	9.53	12.50	45.98	62.50	150.00
447 · Leo Ln Booster	70.56	37.50	268.03	187.50	450.00
448 · Aimee Mdws Well	10.19	12.50	45.33	62.50	150.00
451 · Marshall Corp Yard	39.41	41.50	180.88	207.50	500.00
452 · Rea Booster @ Seely	66.68	41.50	243.81	207.50	500.00
454 · Carr Booster	607.51	460.00	3,002.56	2,665.00	5,500.00
458 · Pleasant Acres Well	92.17	1,000.00	506.56	7,600.00	13,000.00
459 · Seely Booster @ Carpenteria	25.46	41.50	130.32	207.50	500.00
460 · San Juan Well	5,571.17	4,500.00	29,800.33	25,500.00	51,000.00
461 · Cole Tank	15.12	16.00	64.16	80.00	200.00
462 · Rea Tank	14.68	16.00	61.91	80.00	200.00
465 - Lwr Oakridge Boost	124.47	150.00	630.19	750.00	1,500.00
465.5 - Upper Oakridge Booster	0.00	0.00	150.00	175.00	700.00
466 · Pine Tree Tank	14.01	16.00	61.70	80.00	200.00
Total Power	6,791.71	6,518.00	35,709.87	38,730.00	76,650.00
Payroll					
Gross	31,218.63	34,175.00	169,655.49	170,875.00	410,101.00
Comp FICA	1,740.68	2,118.00	10,323.79	10,590.00	25,426.00
Comp MCARE	452.67	495.00	2,460.01	2,475.00	5,946.00
Comp SUI	37.80	205.00	189.00	1,025.00	2,461.00
Total Payroll	33,449.78	36,993.00	182,628.29	184,965.00	443,934.00
Employee / Labor Costs					
407 · Outside Services	71.66	500.00	1,826.30	2,500.00	6,000.00
408 · Uniform Allowance	0.00	250.00	644.58	1,250.00	3,000.00
409 · Workers Comp	887.96	1,043.00	3,403.45	5,215.00	12,520.00
410 · Health Ins	5,941.44	5,949.00	29,707.20	29,745.00	71,387.00
474 · Education	0.00	625.00	-325.00	3,125.00	7,500.00
477 · Retirement	7,082.78	7,094.00	36,644.66	35,470.00	85,126.00
Total Employee / Labor Costs	13,983.84	15,461.00	71,901.19	77,305.00	185,533.00

Aromas Water District
Profit & Loss Budget Performance

November 2020

	Nov 20	Budget	Jul - Nov 20	YTD Budget	Annual Budget
Office					
440 · Misc Exp	333.00	330.00	855.60	1,650.00	4,000.00
444 · Postage	338.49	330.00	1,477.32	1,650.00	4,000.00
445 · Office Supplies	69.55	330.00	1,150.55	1,650.00	4,000.00
446 · Office Eqpmt and Maint	253.75	300.00	3,029.73	2,950.00	15,000.00
Total Office	994.79	1,290.00	6,513.20	7,900.00	27,000.00
Communications					
455 · Phone, Off	376.50	330.00	1,822.85	1,650.00	4,000.00
456 · Telemetry	675.69	700.00	3,376.92	3,500.00	5,600.00
457 · Answ Serv/Cellular Phone	352.75	300.00	1,851.74	1,500.00	3,600.00
Total Communications	1,404.94	1,330.00	7,051.51	6,650.00	13,200.00
Administrative & General					
4591 · Admin Fee (Bond Admin N...	0.00	0.00	916.34	950.00	5,200.00
4590 · Bond Interest Exp - Assess...	0.00	0.00	62,164.99	64,000.00	128,000.00
417 · Capital Loan Interest	14,689.70	15,000.00	14,689.70	15,000.00	30,000.00
467 · Depreciation Reserve	41,504.00	41,504.00	207,520.00	207,520.00	498,053.00
405 · Election	0.00	0.00	0.00	0.00	1,000.00
406 · Liability Ins	1,616.16	1,665.00	9,145.90	8,325.00	20,000.00
420 · Legal Fees	1,300.00	1,300.00	6,500.00	6,500.00	16,000.00
422 · Bank Charges	126.16	158.00	688.64	790.00	1,900.00
423 · Litigation Contingency	0.00	800.00	0.00	4,000.00	10,000.00
425 · Audit	1,188.00	500.00	6,438.00	6,620.00	12,500.00
471 · Bad Debts	0.00	40.00	210.69	200.00	500.00
473 · Memberships	0.00	0.00	12,174.92	12,375.00	20,000.00
Total Administrative & General	60,424.02	60,967.00	320,449.18	326,280.00	743,153.00
Total Expense	129,495.21	133,032.00	684,399.43	694,195.00	1,611,470.00
Net Ordinary Income	-23,012.34	-20,842.00	17,288.35	-61,745.00	0.00
Net Income	-23,012.34	-20,842.00	17,288.35	-61,745.00	0.00

12/17/20

Aromas Water District
Monthly Expenditures
 November 18 through December 15, 2020

Date	Num	Name	Amount
UB Checking			
11/18/2020	E-pay	Employment Development Dept	-629.39
11/18/2020	E-pay	United States Treasury (EFTPS)	-3,590.38
11/19/2020	EFT	QuickBooks Payroll Service	-6,461.75
11/20/2020	DD1583	Bowman (P), Naomi	0.00
11/20/2020	DD1584	Coombes (P), Louise P	0.00
11/20/2020	18026	DeAlba (P), David	-2,777.88
11/20/2020	DD1585	Giron (P), Ester	0.00
11/20/2020	DD1586	Johnson (P), Robert L	0.00
11/20/2020	18027	Smith (P), Shaun	-1,527.03
11/20/2020	18028	Dutra (P), Marcus	-230.21
11/20/2020	18029	Holman (P), Wayne R	-230.21
11/20/2020	DD1587	Leap (P), James E	0.00
11/20/2020	DD1588	Norton (P), K W	0.00
11/20/2020	DD1589	Smith (P), Richard	0.00
11/20/2020	EFT	CalPERS	-2,412.75
11/20/2020	EFT	CalPERS	-921.82
11/30/2020	EFT	Bank Service Fees	-126.16
12/02/2020	18030	Aromas Water District (Petty Cash)	-210.00
12/02/2020	E-pay	Employment Development Dept	-642.49
12/02/2020	E-pay	United States Treasury (EFTPS)	-3,125.84
12/02/2020	EFT	CalPERS	-4,236.27
12/02/2020	NSF	Bill Adjustment Report	-197.91
12/02/2020	NSF	Bill Adjustment Report	-102.17
12/03/2020	18033	Tony Trinidad	-228.18
12/03/2020	EFT	QuickBooks Payroll Service	-5,910.00
12/03/2020	18034	ACE Hardware Prunedale	-196.24
12/03/2020	18035	ADT Security Services, Inc.	-388.26
12/03/2020	18036	Central Electric	-62.82
12/03/2020	18037	CSSC	-93.58
12/03/2020	18038	Fedak & Brown LLP	-1,188.00
12/03/2020	18039	Iflow Energy Solutions Inc.	-750.00
12/03/2020	18040	Mid Valley Supply	-1,073.80
12/03/2020	18041	Praxair	-36.09
12/03/2020	18042	R & B Company	-184.40
12/03/2020	18043	Rob Johnson	-50.00
12/03/2020	18044	Shaun Smith	-36.35
12/03/2020	18045	Streamline	-100.00
12/03/2020	18046	United Way serving San Benito County	-32.00
12/03/2020	18047	Zim Industries, Inc	-4,008.95
12/03/2020	Paid Online	P G & E	-6,791.71
12/03/2020	Paid Online	Valero Fleet	-789.78
12/03/2020	Paid Online	Verizon Wireless	-124.20
12/04/2020	DD1590	Bowman (P), Naomi	0.00
12/04/2020	DD1591	Coombes (P), Louise P	0.00
12/04/2020	18031	DeAlba (P), David	-3,079.13
12/04/2020	DD1592	Giron (P), Ester	0.00
12/04/2020	DD1593	Johnson (P), Robert L	0.00
12/04/2020	18032	Smith (P), Shaun	-1,404.90

12/17/20

Aromas Water District
Monthly Expenditures
 November 18 through December 15, 2020

Date	Num	Name	Amount
12/04/2020	EFT	CalPERS	-2,388.27
12/04/2020	EFT	CalPERS	-814.98
12/04/2020	18048	USPO	-307.51
12/08/2020	Paid Online	First Bankcard	-4,529.50
12/08/2020	18049	ADT Security Services, Inc.	-150.00
12/10/2020	EFT	Google	-18.00
12/12/2020	EFT	A T & T U-verse	-64.20
12/14/2020	EFT	Intuit	-53.66
12/15/2020	18050	A.L. Lease Co.	-1,137.57
12/15/2020	18051	ACE Hardware Prunedale	-357.94
12/15/2020	18052	ACWA JPIA, Emp. Ben. Prog.	-4,243.13
12/15/2020	18053	CALNET3	-611.99
12/15/2020	18054	Hach Co	-295.53
12/15/2020	18055	Monterey Bay Analytical Services Inc	-154.00
12/15/2020	18057	Praxair	-36.09
12/15/2020	18058	R & B Company	-162.09
12/15/2020	18059	Recology San Benito County	-53.21
12/15/2020	18060	Robert E. Bosso	-1,300.00
12/15/2020	18061	USA BlueBook	-237.47
12/15/2020	18062	Xerox Corp	-17.36
12/15/2020	18063	Ben Bingaman	-318.02
12/15/2020	Paid Online	P G & E	-208.54
Total UB Checking			-71,409.71
TOTAL			-71,409.71