

## REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA

TUESDAY, September 27, 2022, 7:00 PM

### Notice of HYBRID Meeting

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

The Aromas Water District Board of Directors meeting will be conducted in a hybrid setting. Directors, staff and public may attend the meeting remotely or in person. Public participation is encouraged – participation instructions are on the following page.

- I. **CALL TO ORDER**
- II. **ROLL CALL OF DIRECTORS:** President Jim Leap, Vice President Vicki Morris, Directors Marcus Dutra, Richard Smith and Wayne Holman.
- III. **PLEDGE OF ALLEGIANCE**
- IV. **STATEMENTS OF DISQUALIFICATION**
- V. **ADDITIONS AND DELETIONS**
- VI. **MINUTES:** Review the Minutes of the August 23, 2022, Regular Board Meeting for Board approval. 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. 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. **CONSENT CALENDAR:**
  - A. Consider adopting Resolution #2022-18, extending the need for hybrid meetings, as presented in AB 361 p.11-12
  - B. Consider adopting Resolution #2022-19, declaring October 1-9, 2022, Water Professionals Appreciation Week p.13-14
- X. **ACTION ITEMS:**
  - A. Consider receiving an update on the Marshall Well Replacement Project, and providing direction to staff p.15  
Staff will present an update on the Marshall Well Replacement Project, for discussion and Board action.
  - B. **Financial Reports for the Month of August 2022** p.16-21  
Including both Assessment Districts, the financial reports show a Total revenue of \$186,316.80; Total expenditures were \$268,851.69 between August 17, 2022, and September 20, 2022. These financials and monthly expenditures will be presented for discussion and Board approval.
- XI. **CLOSED SESSION**

Pursuant to California Government Code section 54956.8,  
Concerning real property located at 300 Aromas Road, owned by the Aromas Community Center Foundation (ACCF).  
Provide Robert Johnson, District Negotiator, with direction on price, and terms.
- XII. **FUTURE MEETINGS & AGENDA ITEMS** – Next meeting – October 25, 2022
- XIII. **ADJOURNMENT**

## **Hybrid Meeting Attendance Instructions**

The public may participate in the District's Board meeting either in person, or by teleconference / web conference via the instructions provided below. In person attendees will be subject to current mask and distancing protocols.

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

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

For those who choose to attend this meeting via Zoom will be 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/89019073385>

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: 89019073385

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 hybrid meeting protocols are 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  
August 23, 2022**

- I. CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Leap on Tuesday, August 23, 2022, at 7:00 p.m. in a hybrid setting; attendees were present both in the Board Room and online via Zoom.
- II. ROLL CALL.** President Leap, Vice President Morris and Directors Dutra, Holman and Smith were present. Also present was General Manager Johnson and Acting Board Secretary Girón. Counsel Bosso attended via Zoom.
- III. PLEDGE OF ALLEGIANCE.** President Leap 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 July 26, 2022, Board Meeting were presented for review and approval. Director Smith moved for approval of the minutes as presented; Director Holman seconded. Minutes were unanimously approved with all Directors present.
- VII. ORAL COMMUNICATION.** There were no public comments.

**VII. REPORTS/PRESENTATIONS**

- A. Director's Report(s).** There were no Director's reports.
- B. Attorney's Report.** Counsel Bosso reported on the action filed against the driver who damaged the hydrant on San Juan Road in October 2021. Within ten days of filing, the driver's insurance company declared that once they receive the release, they will send the District the full \$10,000, which is the maximum for any single claim.

**C. Manager's Report**

***OPERATIONS & MAINTENANCE***

***Production & Well Levels***

GM Johnson reported total production in July 2022 was 11,189,998 gallons, with a daily average of 360,967 gallons. On average, production is generally lower than in previous years; it would seem that customers are conserving.

Carpenteria Well and San Juan Well operated the entire month; Pleasant Acres was used for one day.

All water testing reports were filed on time and represent satisfactory results. The District has 971 total connected meters.

Operational well levels; Carpenteria Well is down three feet and San Juan Well is down five feet. Observational wells; Marshall Well is down two feet and Aimee Meadows has not changed since last month.

***INCIDENTS***

The recent Anzar Fire started on Thursday, June 21, 2022 and was mostly suppressed by June 25, 2022. Fire cleanup continued for a few days after that. During this time, Contractors hired by Graniterock, CalFire and PG&E continued to pull water from the District's hydrants in that region, so they were provided with a hydrant meter; it is likely that the District will be getting some reimbursement for this metered water.

## ***ADMINISTRATIVE***

### ***Staff & Board Recognition***

WUSp Girōn continues to work with the Auditors through the Interim Testing of the Audit and into the Audit proper, beginning August 24, 2022.

Chief Operator DeAlba and Operator Smith worked with a contractor to install two new connections on Seely Avenue.

ASO Coombes organized the triennial Lead and Copper testing mandated by the state for certain customer homes that meet specific criteria. Since the last testing in 2019, some homes now have water softeners making them ineligible, so additional suitable residences are being sought for testing prior to the deadline at the end of September.

## ***PROJECTS***

### **Orchard Hill Road proposed annexation progress**

Counsel Bosso is assisting GM Johnson to answer additional questions on an ongoing basis.

### **New Water Source – Marshall Well Project**

GM Johnson worked with MNS Grant Team to develop a Small Community Drought Relief grant application for the Marshall Well Replacement Project. Since the test well at the Marshall site was abandoned, the grant application was rewritten with a more general approach for a new well source independent of a specific site.

An update with a potential new site is being presented in the Action Items later in this meeting.

### **Cole and Rocks Road Annexation**

The presentation of the Cole & Rocks Roads annexation was made to LAFCo at their meeting on August 11, 2022. GM Johnson remotely attended this meeting to augment the LAFCo Executive Director's presentation and answer questions from the public.

The protest hearing will occur at 4pm on September 15<sup>th</sup> in the District's Board Room. During the interim, LAFCo will send letters to all landowners and registered voters on those parcels listed in the application. Final approval will be granted on the basis of a lack of protest from 50%+1 of those landowners. None have been received to the date of this meeting.

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

Since the start of the rainfall year on October 1, 2021, a total of 16.32 inches of precipitation have been recorded by the rain gauge at Chittenden pass. This is approximately a 72% increase from the previous rain year total.

**Correspondence:** Director Dutra asked about the letter regarding the Betabel commercial development; GM Johnson explained that since this area is outside the District sphere of influence, he responded to them with no comment.

## **X. CONSENT CALENDAR**

### **A. Consider adopting Resolution 2022-17 authorizing the continuation of hybrid/remote teleconferencing meetings pursuant to AB 361**

Vice President Morris moved to adopt Resolution 2022-17 as presented; seconded by Director Smith. The consent calendar was adopted by roll call vote with all Directors present.

**XI ACTION ITEMS**

**A. Consider receiving an update on the Marshall Well Replacement Project**

Further to the abandonment of the first test well, a new site is being researched; GM Johnson is expecting an update on August 25, 2022. Preliminary enquiries into a section of the Aromas Community Park are under way.

If the re-written grant application is awarded, this will augment the existing well fund and provide for other District projects, including the development of a Water System Capital Facilities Plan and the replacement of the 2008 Operations vehicle.

At the next meeting, in closed session, more information will be provided to the Board Members regarding the real property at the Community Park.

This report was received by Board consensus.

**B. Consider receiving a report on the Utilization of District Resources for the Anzar Fire and related activities**

Fire broke out on July 21<sup>st</sup>, 2022, at the northeastern area of the District’s sphere of influence. Nearby District infrastructure provided CalFire with hydrants and District Operations team kept water flowing for the fire fighters despite the loss of local power. A hydrant meter was provided during the cleanup operation over subsequent days. With representatives from CalFire, PG&E and Granite, GM Johnson was able to develop greater relationships and create the potential for reimbursement for water and facilities utilized during cleanup.

All Board Members expressed appreciation for the efforts involved in containing the fire by both District staff and other parties. VP Morris asked if GM Johnson knew how other communities handle the reimbursement? Apparently, it is not usual to be reimbursed, however, there is a procedure in place for such an eventuality.

This report was received by Board consensus.

**C. Financial Reports for the Month of July 2022**

Total Assets / Liabilities & Equity are \$16,589,669.04, of which Total Current Assets are \$10,461,781.70, and Total Fixed Assets are \$5,978,767.34. In Liabilities, the Total Current Liabilities are \$369,984.99, Total Long Term Liabilities now stands at \$9,687,340.61. In the P&L Report, Water Revenue for July was \$158,388.52. Total Expenditures were \$136,419.48 between July 20 and August 16, 2022.

On the graphical representation of the Financials, when compared to the current budget there is 2.7% difference of budgeted revenue versus actual income. The Expenditures had -19.7% difference below budget.

Director Smith moved to adopt the Financial Reports as presented; seconded by Director Dutra. With all Directors present, the Financial Reports was adopted by roll call vote.

**XII. FUTURE MEETINGS & AGENDA ITEMS.** The next meeting date will be on Tuesday, September 27, 2022, and will be the same hybrid format as this meeting.

**XIII. ADJOURNMENT.** President Leap adjourned the meeting at 7.55pm until Tuesday, September 27, 2022.

Read and approved by: \_\_\_\_\_  
President, Jim Leap

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

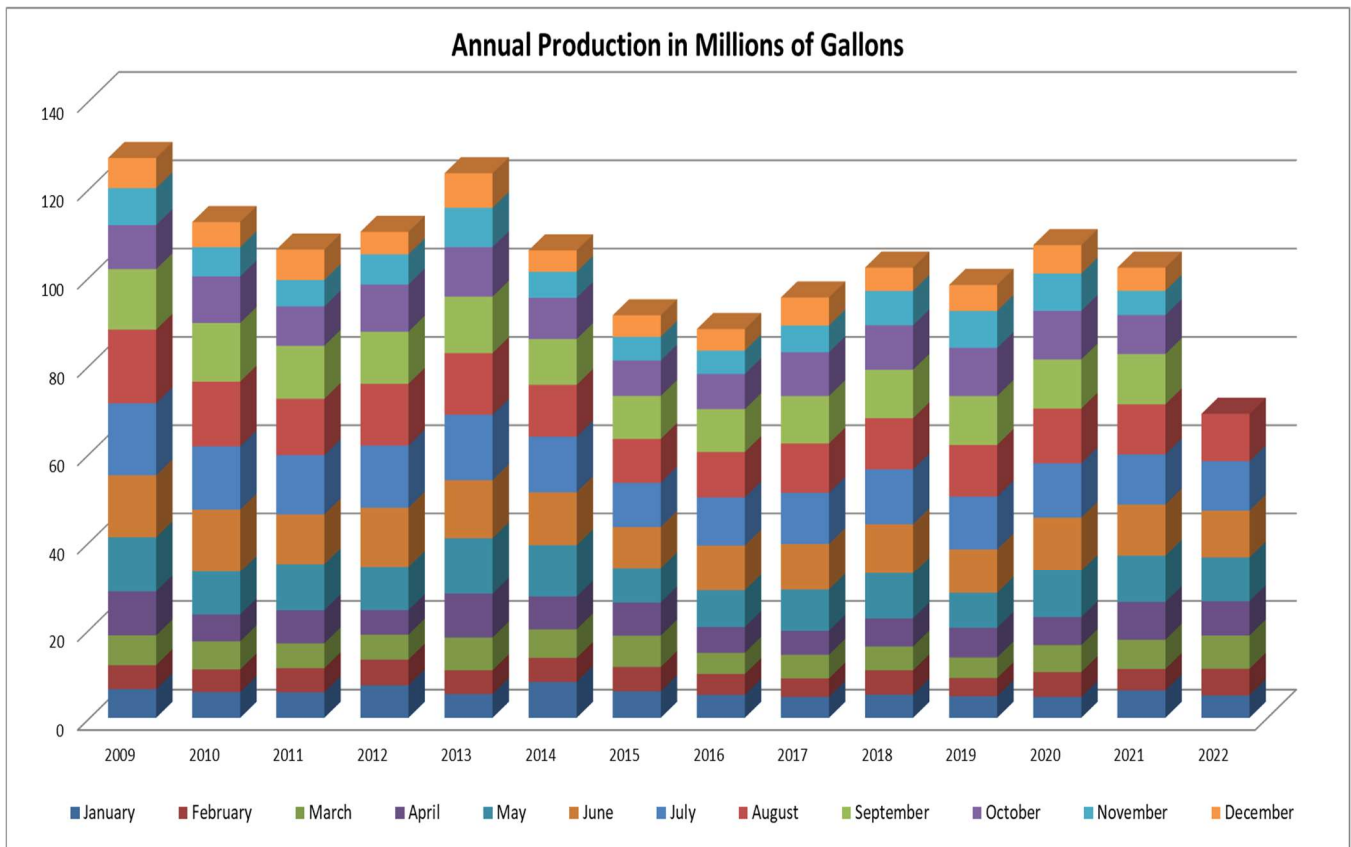
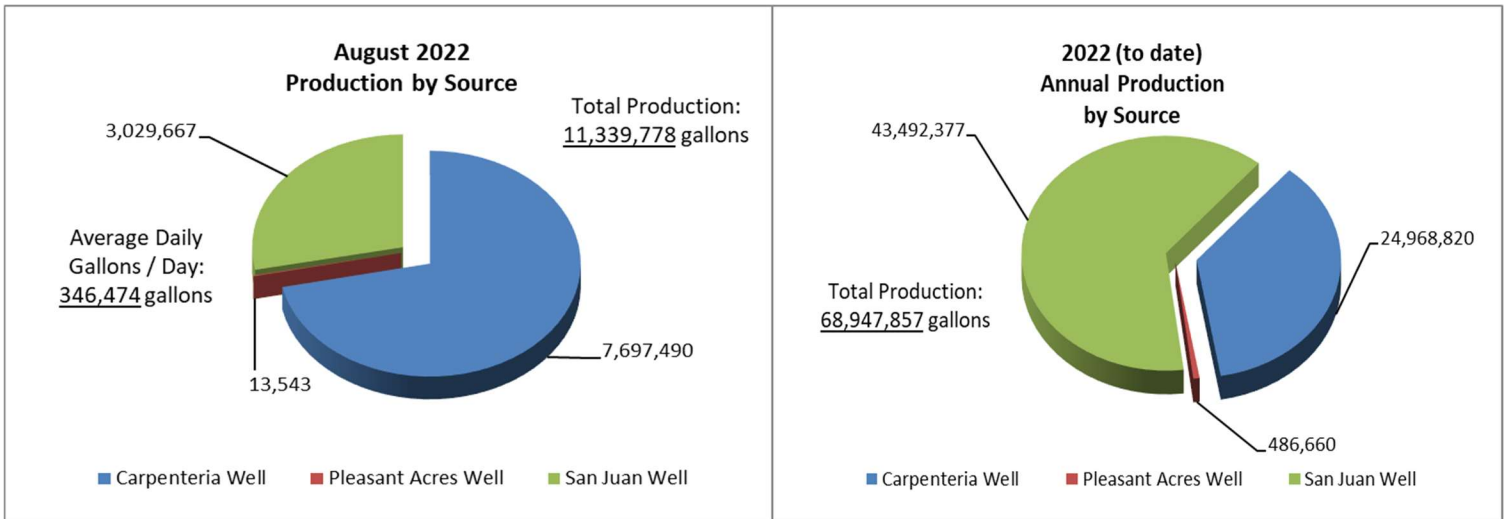
Date: \_\_\_\_\_

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

# General Manager's Report August 2022



## PRODUCTION REPORT



Totals	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Million Gal</b>	106.15	110.17	123.42	105.97	91.27	88.152	95.304	102.07	98.141	107.1	102.07	<b>68.95</b>
<b>Acre Ft</b>	<b>325.7</b>	<b>338.05</b>	<b>378.7</b>	<b>325.16</b>	<b>280.05</b>	<b>270.49</b>	<b>292.43</b>	<b>313.18</b>	<b>301.13</b>	<b>328.8</b>	<b>313.19</b>	<b>211.56</b>

# OPERATIONS AND MAINTENANCE REPORT

## OPERATIONS:

- There are 972 total meters installed, the '0' Seely meter was activated.
- San Juan and Carpenteria wells were operated the entire month, while Pleasant Acres well was used only one day.
- Water Treatment Plant: finished water was free of both iron and manganese this month.
- Distribution testing for total Coliform; all samples were 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 chart following this report in Board Packet).

## 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:

- CARR AVENUE RESURFACING PROJECT – The Carr Avenue Resurfacing Project has resulted in three service lateral breaks or saddle disruptions since the project began. The last two breaks occurred on September 6 and 7 respectively, with the breaks being roughly 20 feet apart. On September 6<sup>th</sup>, District staff handled the repair, while on the 7<sup>th</sup>, the magnitude of the break required West Valley to fix the issue. Concern for additional work coming September 26 through 29 – major resurfacing effort to occur using very heavy machinery.
- A small break occurred, on Carr Avenue, when staff was removing an undocumented connection. It was repaired in less than four hours.

# ADMINISTRATIVE REPORT

## STAFF & BOARD RECOGNITION:

- The Cole Road/Rocks Road Annexation Protest Hearing was held on September 15<sup>th</sup> in the District Board Room. There were no objections to the Annexation, so the Annexation was approved and will be moved to the final approval step at the next LAFCo meeting.
- WUSp Girõn and Operator Smith are working on a Valve Marking and Exercising Program. This program will establish clear markings for system valves, as well as exercise all the system valves.
- ASO Coombes continues to work through mapping issues as new position data is collected and incorporated into the GIS.
- CO DeAlba and Operator Smith are preparing for more resurfacing work along Carr Avenue. Based on what has transpired in the past, it is felt that a number of service laterals and/or connections will need to be repaired
- GM Johnson and CO DeAlba met with representatives from Granite, San Benito County, and the County's consultant to determine a way forward, given the challenges of the Carr Avenue Resurfacing Project.

## **CONSERVATION UPDATE:**

August 2022 usage figures are showing a decrease in usage when compared to July 2022 usage figures. July's use was 11,189,988 gallons and August's usage was 10,740,700 gallons, a decrease of 449,288 gallons or about 4.2%.

October 1, 2021, marked the start of a new water year. As of the date of this report (September 21), the rain gauge at Chittenden Pass has recorded 16.60 inches of precipitation, with 0.28 inches falling this month. That is roughly a 75% increase (to date) over the precipitation received last year (9.48 inches).

## **PROJECTS:**

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

Staff has been staying current on the ever-changing COVID-19 situation. There have been recent changes in a couple of areas: 1) The mask mandate has been lifted for vaccinated people; however, staff cannot evaluate the vaccination status of those who enter the office, therefore, masks are required for customers to enter, 2) the plexiglass screen in front of the WUSp was removed, and 3) staff has stopped recording body temperature upon entry to the office.

### **2. Orchard Hill Road proposed annexation progress**

MNS Engineers released an updated Technical Memorandum (TM) that the interested parties have reviewed. GM Johnson and AWD Counsel have provided answers to this group's questions. It is now up to them to take the next steps to move this proposal forward. These steps include, but are not limited to requesting a public meeting to present alternatives and answer additional questions.

### **3. Progress on the Cole Road Outreach / Annexation Project**

This item was heard at the August 11<sup>th</sup> LAFCo meeting. Public was present at the meeting and via Zoom. GM Johnson participated (via Zoom) and augmented LAFCo's presentation with some specific facts that were out of LAFCo's purview. Then a "Protest Hearing", was held in the District's Board Room on September 15; there were no protests. This matter now goes back to LAFCo for final approval.

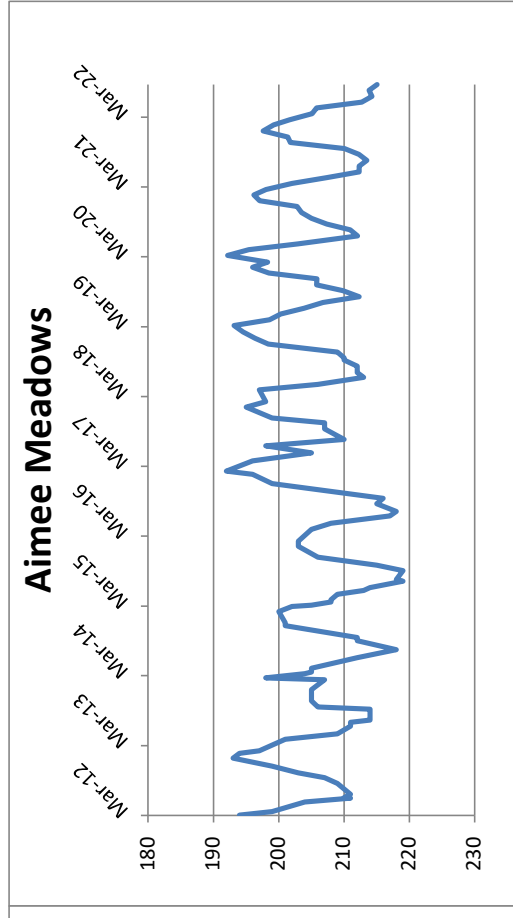
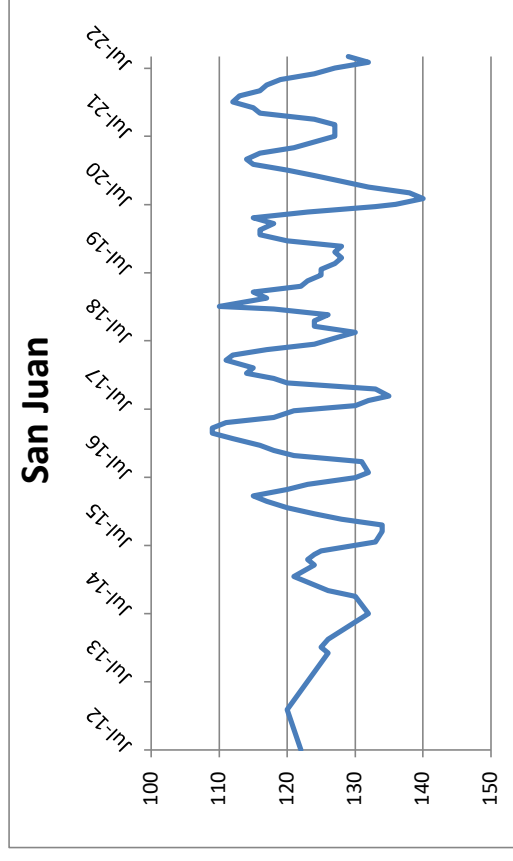
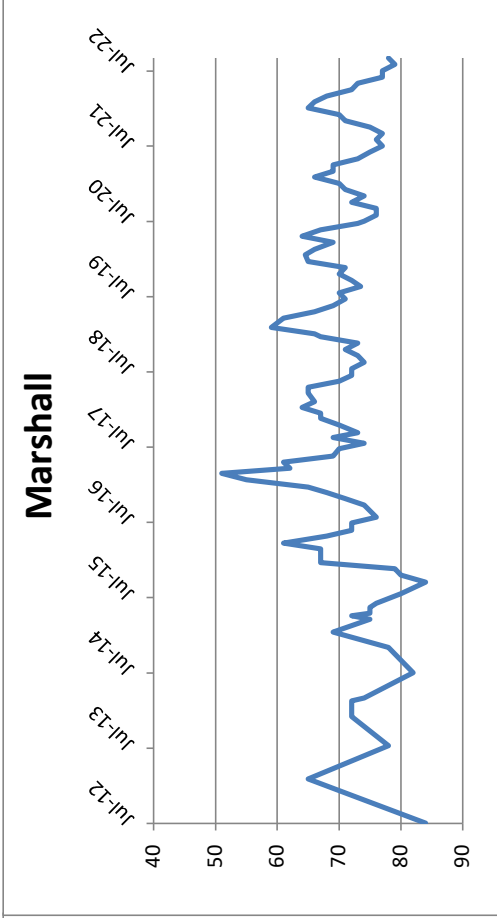
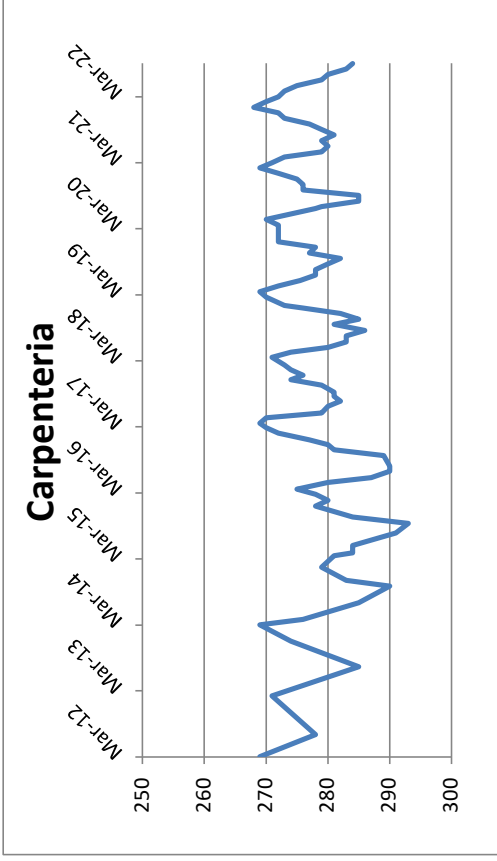
### **4. Progress on Finding a New Water Source Project**

An update on the Marshall Well Replacement Well Project will be provided at the Board meeting tonight.

Robert Johnson  
General Manager  
September 21, 2022



Well Water Level Monitoring  
 Depth to Water Measurements  
 Date: September 15, 2022



## CORRESPONDENCE LIST: 8/18/2022 - 9/21/2022

DATE	TYPE	TO	FROM	SUBJECT
8/19/22	E	R Johnson, AWD	E Johnson, Allterra	Final solar and battery inspection (Wed 8/24) [& Response]
8/19/22	E	E Girõn, AWD	L Chatar, SmartProcure	SmartProcure Public Records Request [& Response]
8/23/22	E	SWRCB	R Johnson, AWD	TTHM_HAA5 Reporting Form 2022
8/26/22	E	B Nicholson, LAFCo	R Johnson, AWD	LAFCo Protest Hearing Notice to Post and Mailed Notice
8/26/22	E	J Alonzo, P & L Goodman, NHN	R Johnson, AWD	Neighbors Helping Neighbors, Aromas Day
8/31/22	E	R Johnson, AWD	SWRCB	Notice of Round 2 Application Period for the Backup Generator Funding Program
9/1/22	E	R Johnson, AWD	P & L Goodman	AWD – ACCF Meeting, Thurs 10-11:30am
9/1/22	E	R Johnson, AWD	D Eggerton, ACWA	Voluntarily Reduce [Electrical] Load this Labor Day Weekend
9/2/22	E	CC: R Johnson, AWD et al	S Johnson, ACCF	Report on Sept 1 Meeting with AWD
9/12/22	E	SWRCB	E Girõn, AWD	Monthly Fe & Mn Field Test Results
9/13/22	E	R Johnson, AWD	B Nicholson, LAFCo	Thursday's Protest Hearing and Catching a Meal
9/13/22	E	R Johnson, AWD	AWWA Public Affairs	AWWA Utility Advisory – Chlorine Supply Disruption
9/14/22	E	R Johnson, AWD	PG&E	ACT: System approved for use #124402224
9/16/22	E	CC: R Johnson, AWD et al	C Corral, Granite Construction	1148424 San Benito SB-1 09-13-22 R1 [Carr Ave water main during FDR work]
9/16/22	E	CC: R Johnson, AWD et al	C Corral, Granite Construction	San Benito SB-1 – Water Main on Carr Ave
9/19/22	E	C Lynch, Tri County Fire	R Johnson, AWD	Aromas Tri County Fire District Open House
9/19/22	E	E Lieu, Orchard Hill	R Johnson, AWD	Orchard Hill Questions
9/19/22	E	R Johnson, AWD	G Cabaccang, County of Monterey	Appointment in Lieu of Election
9/21/22	E	R Johnson, AWD	C Hill, NHA Advisors	Aromas WD – CD Requirements [Loan Reporting Requirements]
9/21/22	E	R Guerrero, PV Water	R Johnson, AWD	3 <sup>rd</sup> Quarter PV Water Report
9/21/22	E	R Johnson, AWD	S O'Neal, CA Sec. of State Office	Missing (?) State Business ID Number – Aromas Water District



## **RESOLUTION 2022-18**

### **RESOLUTION AUTHORIZING THE CONTINUATION OF HYBRID/REMOTE TELECONFERENCE MEETINGS PURSUANT TO AB 361**

WHEREAS, the Aromas Water District (District) Board of Directors (BOD) is committed to preserving public access and participation in BOD's meetings; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and

WHEREAS, the proclaimed state of emergency remains in effect; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act providing the legislative body determines that meeting in person would present imminent risks to the health and safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the BOD deems it necessary to find a requirement to meet in person for meetings of the District could present imminent risks to the health and safety of attendees, and thus, intends to invoke the provisions of AB 361 related to teleconferencing; and

WHEREAS, the BOD has considered all information related to this matter, as presented at the public meetings of the BOD, including but not limited to the current circumstances related to the state of emergency, which continues to remain active; and

WHEREAS, the BOD further finds that the state of emergency continues to directly impact the ability of the members to meet safely in person.

(continued on next page)

**NOW, THEREFORE BE IT RESOLVED, the Aromas Water District Board of Directors hereby resolves, and order as follows:**

- 1. The BOD finds that the facts set forth in the recitals to the Resolution are true and correct.**
- 2. The above findings and this resolution apply to all meeting of the Aromas Water District subject to the Brown Act for the period of September 29, 2022, to October 29, 2022.**
- 3. As long as the State Emergency remains in effect or until directed otherwise by the BOD, staff shall present to the BOD at every meeting necessary, an item to continue the findings required by AB 361.**
- 4. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of thirty (30) days from adoption of the Resolution or such time the BOD adopts a subsequent Resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the BOD may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953; and**
- 5. The General Manager and District Counsel are directed to take such other necessary actions to implement the intent and purposes of the Resolution.**

PASSED AND ADOPTED by the Board of Directors of the Aromas Water District, Aromas, Monterey and San Benito Counties, California, at a Regular meeting duly held on this 27<sup>th</sup> day of SEPTEMBER 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVE:

ATTEST:

\_\_\_\_\_  
James Leap, Board President

\_\_\_\_\_  
Board Secretary, Louise Coombes



## **RESOLUTION 2022-19**

### **RESOLUTION DECLARING OCTOBER 1 – 9, 2022 WATER PROFESSIONALS APPRECIATION WEEK**

WHEREAS, water is the lifeblood of California and without safe and reliable water, no community and no sector of the economy – from high tech to manufacturing to agriculture – can thrive or expand; and

WHEREAS, now more than ever, the water industry is proud of the important role our essential workers play in making sure our communities have safe and reliable drinking water; and

WHEREAS, thanks to technological advances by highly skilled and trained water professionals and the dedication of thousands of industry professionals in the state, California drinking water and treated wastewater meets some of the most stringent water quality standards in the nation; and

WHEREAS, depending on where you live in California, your water may come from a nearby well or river, or it may travel hundreds of miles through canals or pipelines to reach your tap. Regardless of where it originates, your drinking water is filtered, cleaned, tested and distributed in a process carefully managed by trained water professionals; and

WHEREAS, California is steadily expanding the reuse of treated wastewater and pioneering the use of advanced purified recycled water to replenish aquifers, prevent seawater intrusion and improve local water supply reliability; and

WHEREAS, water professionals at local public water and wastewater agencies work 24/7 to plan for the future, maintain and upgrade their systems and improve the safety and resiliency of local water supplies for their communities; and

WHEREAS, according to the Public Policy Institute of California, local public water and wastewater agencies invest more than \$25 billion a year on local water-related programs and projects that protect public health and the environment, improve local water supply reliability, replenish and clean up groundwater basins, provide water for fire protection and protect against floods; and

WHEREAS, thousands of essential water, wastewater and recycled water industry professionals in the state dedicate their careers to keeping drinking water, recycled water and treated wastewater safe and reliable for use by Californians.

**NOW, THEREFORE, the Aromas Water District does proclaim October 1-9, 2022, Water Professionals Appreciation Week and extends its sincere gratitude and appreciation to the water industry professionals who work 24/7 to provide excellent essential services to our community every day.**

**PASSED AND ADOPTED** by the Board of Directors of the Aromas Water District, Aromas, Monterey and San Benito Counties, California, at a Regular meeting duly held on this 27<sup>th</sup> day of September 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVE:

ATTEST:

\_\_\_\_\_  
James Leap, Board President

\_\_\_\_\_  
Louise Coombes, Board Secretary

# Staff Report



To: Board of Directors

Re: Item X.A – Consider receiving an update on the Marshall Well Replacement Project, and providing direction to Staff

Date: September 20, 2022

## Summary / Discussion

The District’s Strategic Plan identified several projects to be completed within its five-year horizon. Some of those projects were identified in the 2019 Rate Study and were a basis for determining the water rates that were ultimately established. A non-exhaustive list of those projects includes: 1) Ballantree Tank Project, 2) School Road Tank Project, 3) Aimee Meadows Pressure-Reducing Station, 4) building an Operations Shop, and 5) installing solar power for the 388 Blohm Avenue facility. Also, identified for Fiscal Years 2024-2025 to 2026-2027 was a new water source (well) project. That project was moved up by Board decision due to current (and forecasted) hydrologic conditions.

Staff and consultants have been looking for other opportunities for siting the replacement well since the determination that the Marshall Yard site would not work. Staff has been talking with the owners of a local site about utilizing a portion of their parcel for a test well initially, then if things look promising, a new District production well. More will be discussed about this in a Closed Session after the Board meeting.

Concurrently, the project continues to move forward, staff is working with MNS on other related tasks, specifically the planning and building of the Operations Shop and related septic system components at the Marshall Yard. A conceptual Operations Shop layout will be presented at the Board meeting

Staff is still having the bi-weekly progress meeting with MNS Engineers and LSCE (geologist) to continue to move forward and identify issues. The Small Community Drought Relief Program (SCDR) grant application rewrite has been submitted, though there is no information related to timing of award.

So, in short, the District is not going to utilize the Marshall Yard site for a well, staff has a possible lead on a new site, and the planning and construction of the Operations Shop and septic system continue.

## Staff Recommendation

Receive the progress report and provide direction to staff, if any.

## Submitted by:

Robert Johnson  
General Manager

Aromas Water District  
Balance Sheet Prev Year Comparison  
As of August 31, 2022

	Aug 31, 22	Aug 31, 21
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
UB Checking	140,898.33	173,618.70
UB Bk Money Market xxxx7853	515,724.10	740,731.08
LAIF-State of Ca xx-05	6,535,114.82	836,368.72
Petty Cash	100.00	100.00
Assessment District Banks		
OAWA US Bank 102 Reserve	53,313.74	35,559.09
OAWA US Bank 101 Redemption	0.00	0.14
OAWA Union Bank Checking 7741	18,863.49	54,851.65
Oakridge Union Checking 5587	444,699.60	429,553.53
Total Assessment District Banks	516,876.83	519,964.41
Total Checking/Savings	7,708,714.08	2,270,782.91
Accounts Receivable		
1200 · Accounts Rec - Spec Proj/Taxes	5,772.54	0.00
Total Accounts Receivable	5,772.54	0.00
Other Current Assets		
ACWA Deposit	0.00	2,080.80
1292 · Accounts Rec - USDA Loan	2,040,446.37	2,040,446.37
1291 · Accounts Rec - Orchard Acres	289,594.03	289,594.03
Prepaid Insurance	12,746.37	10,145.26
128 · Inventory	89,819.71	63,177.31
1200.1 · Accounts Receivable--UBMax	187,022.41	174,566.45
1201.9 · Less Allowance for doubtful Acc	-500.00	-500.00
Total Other Current Assets	2,619,128.89	2,579,510.22
Total Current Assets	10,333,615.51	4,850,293.13
Fixed Assets		
1900 · Water System	12,246,044.49	12,018,542.10
1910 · Construction in Progress	258,799.95	0.00
1915 · Office Building & Improvements	440,291.33	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	-7,398,144.75	-6,928,447.75
Total Fixed Assets	6,090,231.24	6,031,596.00
Other Assets		
Deferred Outflow of Resources	149,120.00	149,120.00
Total Other Assets	149,120.00	149,120.00
<b>TOTAL ASSETS</b>	<b>16,572,966.75</b>	<b>11,031,009.13</b>



Aromas Water District  
 Balance Sheet Prev Year Comparison  
 As of August 31, 2022

	Aug 31, 22	Aug 31, 21
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	32,382.42	15,560.67
<b>Total Accounts Payable</b>	<b>32,382.42</b>	<b>15,560.67</b>
Credit Cards		
First Bankcard - S Smith #0239	711.00	392.49
First Bankcard - E Giron #1086	424.08	87.48
First Bankcard -R.Johnson #9031	366.72	230.86
First Bankcard-L Coombes #3294	120.64	414.82
First Bankcard - D DeAlba #2486	1,085.56	0.99
Valero Fleet	449.62	434.81
<b>Total Credit Cards</b>	<b>3,157.62</b>	<b>1,561.45</b>
Other Current Liabilities		
Accrued Sick Payable	5,016.44	3,177.04
Accrued Wages Payable	19,565.97	19,565.97
Current Portion UB OAWA	15,000.00	10,000.00
Current Portion USDA Oakridge	38,000.00	34,000.00
Current Portion City National	87,521.00	115,073.16
2100 · Payroll Liabilities	118.13	3,323.56
Deferred Inflows- Actuarial	4,337.00	4,337.00
CUSTOMER DEPOSITS		
Water Customer	0.00	5,000.00
Connection Deposits Payable	17,500.00	2,000.00
Hydrant Meter Deposit	7,800.00	7,800.00
<b>Total CUSTOMER DEPOSITS</b>	<b>25,300.00</b>	<b>14,800.00</b>
Accrued Vacation Payable	44,338.03	34,129.54
Interest Payable	68,516.73	0.00
PVWMA Payable	25,291.19	26,246.09
<b>Total Other Current Liabilities</b>	<b>333,004.49</b>	<b>264,652.36</b>
<b>Total Current Liabilities</b>	<b>368,544.53</b>	<b>281,774.48</b>
Long Term Liabilities		
Truist Bank	5,635,404.00	0.00
2392 · Long-term Debt - USDA (Oakrdge)	2,395,739.90	2,435,999.90
2391 · Long-term Debt - Orchard Acres	355,000.00	370,000.00
GASB 68 Pension Liability	608,060.00	608,060.00
City National Bank	693,136.71	750,538.78
<b>Total Long Term Liabilities</b>	<b>9,687,340.61</b>	<b>4,164,598.68</b>
<b>Total Liabilities</b>	<b>10,055,885.14</b>	<b>4,446,373.16</b>
Equity		
Investment in Capital Assets	6,420,006.53	6,420,006.53
Unrestricted Net Assets	2,779,154.11	2,751,025.55
Allocation of Net Assets	-2,637,574.59	-2,637,574.59
Net Income	-44,504.44	51,178.48
<b>Total Equity</b>	<b>6,517,081.61</b>	<b>6,584,635.97</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,572,966.75</b>	<b>11,031,009.13</b>

Aromas Water District  
Profit & Loss Budget Performance

August 2022

	Aug 22	Budget	Jul - Aug 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
303 · Water Revenue	152,759.41	151,000.00	302,647.02	304,000.00	1,584,700.00
307 · Bulk Water	3,067.07	750.00	5,220.22	1,500.00	9,000.00
302 · Connection	15,400.00	16,170.00	15,400.00	16,170.00	80,850.00
301 · Taxes Rcvd - AWD					
3090 · Oakridge / OAWA Assess...	6,432.00	0.00	6,432.00	0.00	178,400.00
301 · Taxes Rcvd - AWD - Other	1,436.99	0.00	1,436.99	0.00	76,000.00
Total 301 · Taxes Rcvd - AWD	7,868.99	0.00	7,868.99	0.00	254,400.00
304 · Other Office Income & Reimbu...	0.00	125.00	0.00	250.00	1,500.00
306 · Interest	7,021.33	400.00	13,178.23	800.00	4,800.00
312 · Grant Revenue	200.00	0.00	200.00	0.00	1,000.00
Total Income	186,316.80	168,445.00	344,514.46	322,720.00	1,936,250.00
Gross Profit	186,316.80	168,445.00	344,514.46	322,720.00	1,936,250.00
Expense					
Operations					
403 · Fuel	1,944.89	1,980.00	3,984.03	3,960.00	16,500.00
404 · Truck Maint	1,533.95	688.00	1,866.53	1,370.00	8,250.00
431 · System Repair & Maint	13,916.57	6,416.00	19,985.07	12,832.00	77,000.00
463 · Water Analysis	1,289.00	596.00	2,249.00	1,190.00	7,150.00
464 · Water Treatment	2,287.06	2,640.00	5,527.06	5,280.00	22,000.00
468 · Tools	272.96	688.00	872.85	1,376.00	8,250.00
470 · Public Outreach / Annexation	120.64	350.00	438.81	700.00	33,000.00
Total Operations	21,365.07	13,358.00	34,923.35	26,708.00	172,150.00
Power					
449.75 · 388 Blohm, # C	80.93	53.00	116.12	106.00	440.00
449.5 · 388 Blohm, A & B Office	75.45	224.00	129.94	448.00	1,870.00
461.5 · RLS Tank Booster	9.86	20.00	16.08	40.00	165.00
447 · Leo Ln Booster	74.24	79.00	117.86	158.00	660.00
448 · Aimee Mdws Well	9.86	20.00	15.44	40.00	165.00
451 · Marshall Corp Yard	39.57	66.00	64.08	128.00	550.00
452 · Rea Booster @ Seely	72.34	83.00	114.57	166.00	688.00
454 · Carr Booster	891.42	911.00	1,374.33	1,821.00	7,590.00
458 · Pleasant Acres Well	200.51	240.00	255.08	480.00	2,000.00
459 · Seely Booster @ Carpenteria	24.64	660.00	1,429.86	1,320.00	5,500.00
460 · San Juan Well	7,293.57	8,316.00	11,403.15	16,632.00	69,300.00
461 · Cole Tank	15.61	26.00	25.62	54.00	220.00
462 · Rea Tank	16.40	26.00	25.75	54.00	220.00
465 · Lwr Oakridge Boost	148.93	198.00	182.40	392.00	1,650.00
465.5 · Upper Oakridge Booster	0.00	0.00	0.00	0.00	770.00
466 · Pine Tree Tank	16.41	26.00	19.98	54.00	220.00
Total Power	8,969.74	10,948.00	15,290.26	21,893.00	92,008.00
Payroll					
Gross	34,249.29	37,080.00	79,624.51	74,158.00	444,958.00
Comp FICA	2,116.30	2,299.00	4,933.52	4,597.00	27,587.00
Comp MCARE	498.82	538.00	1,160.05	1,072.00	6,452.00
Comp SUI	24.05	182.00	27.52	368.00	2,188.00
Total Payroll	36,888.46	40,099.00	85,745.60	80,195.00	481,185.00
Employee / Labor Costs					
407 · Outside Services	1,045.97	583.00	1,121.93	1,170.00	7,000.00
408 · Uniform Allowance	0.00	0.00	289.44	300.00	4,000.00
409 · Workers Comp	419.63	1,109.00	839.26	2,216.00	13,306.00
410 · Health Ins	5,803.08	5,949.00	11,682.12	11,897.00	71,387.00
474 · Education	0.00	667.00	0.00	1,330.00	8,000.00
477 · Retirement	9,455.16	3,500.00	69,352.74	69,000.00	104,015.00
Total Employee / Labor Costs	16,723.84	11,808.00	83,285.49	85,913.00	207,708.00

Aromas Water District  
Profit & Loss Budget Performance

August 2022

	Aug 22	Budget	Jul - Aug 22	YTD Budget	Annual Budget
Office					
440 · Misc Exp	562.12	367.00	2,014.21	730.00	4,400.00
444 · Postage	441.99	315.00	726.00	630.00	4,400.00
445 · Office Supplies	181.85	367.00	325.57	734.00	4,400.00
446 · Office Eqpmt and Maint	528.26	900.00	1,272.26	1,800.00	16,500.00
<b>Total Office</b>	<b>1,714.22</b>	<b>1,949.00</b>	<b>4,338.04</b>	<b>3,894.00</b>	<b>29,700.00</b>
Communications					
455 · Phone, Off	548.03	417.00	1,051.00	830.00	5,000.00
456 · Telemetry	780.75	625.00	1,561.50	1,250.00	7,500.00
457 · Answ Serv/Cellular Phone	374.32	350.00	726.85	700.00	4,200.00
<b>Total Communications</b>	<b>1,703.10</b>	<b>1,392.00</b>	<b>3,339.35</b>	<b>2,780.00</b>	<b>16,700.00</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...	11,475.00	11,475.00	11,475.00	11,475.00	128,000.00
417 · Capital Loan Interest	0.00	0.00	38,295.87	39,150.00	149,700.00
467 · Depreciation Reserve	47,017.00	47,017.00	94,030.00	94,030.00	564,199.00
405 · Election	0.00	0.00	0.00	0.00	5,000.00
406 · Liability Ins	1,948.94	1,667.00	3,897.88	3,330.00	20,000.00
420 · Legal Fees	1,480.00	1,417.00	3,563.82	2,830.00	17,000.00
422 · Bank Charges	131.16	167.00	280.20	330.00	2,000.00
423 · Litigation Contingency	0.00	833.00	0.00	1,670.00	10,000.00
425 · Audit	4,960.00	1,100.00	10,150.00	2,200.00	13,200.00
471 · Bad Debts	0.00	42.00	0.00	80.00	500.00
473 · Memberships	0.00	0.00	404.04	300.00	22,000.00
<b>Total Administrative &amp; General</b>	<b>67,012.10</b>	<b>63,718.00</b>	<b>162,096.81</b>	<b>155,395.00</b>	<b>936,799.00</b>
<b>Total Expense</b>	<b>154,376.53</b>	<b>143,272.00</b>	<b>389,018.90</b>	<b>376,778.00</b>	<b>1,936,250.00</b>
<b>Net Ordinary Income</b>	<b>31,940.27</b>	<b>25,173.00</b>	<b>-44,504.44</b>	<b>-54,058.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>31,940.27</b>	<b>25,173.00</b>	<b>-44,504.44</b>	<b>-54,058.00</b>	<b>0.00</b>

09/22/22

Aromas Water District  
**Monthly Expenditures**  
 August 17 through September 20, 2022

Date	Num	Name	Amount
UB Checking			
08/22/2022	NSF	Bill Adjustment Report	-135.75
08/24/2022	E-pay	Employment Development Dept	-735.97
08/24/2022	E-pay	United States Treasury (EFTPS)	-4,125.80
08/24/2022	18911	A.L. Lease Co.	-23.41
08/24/2022	18912	ACE Hardware Prunedale	-40.92
08/24/2022	18913	ADT Security Services, Inc.	-335.75
08/24/2022	18914	CSSC	-107.00
08/24/2022	18915	Luhdorff & Scalmanini Consulting Engineer	-169,063.23
08/24/2022	18916	Mid Valley Supply	-2,287.06
08/24/2022	18917	Monterey Bay Analytical Services Inc	-789.00
08/24/2022	18918	Monterey Bay Solutions, LLC	-225.00
08/24/2022	18919	R & B Company	-455.47
08/24/2022	Pd Online	P G & E	-8,413.01
08/25/2022	EFT	QuickBooks Payroll Service	-6,525.26
08/26/2022	DD1846	Bowman (P), Naomi	0.00
08/26/2022	DD1847	Coombes (P), Louise P	0.00
08/26/2022	18909	DeAlba (P), David	-2,943.19
08/26/2022	DD1848	Giron (P), Ester	0.00
08/26/2022	DD1849	Johnson (P), Robert L	0.00
08/26/2022	18910	Smith (P), Shaun	-1,422.02
08/26/2022	EFT	CalPERS	-2,630.23
08/26/2022	EFT	CalPERS	-849.73
08/30/2022	NSF	Bill Adjustment Report	-251.14
08/30/2022	EFT	Bank Service Fees	-160.16
09/01/2022	Pd Online	Valero Fleet	-315.76
09/01/2022	Pd Online	P G & E	-166.24
09/01/2022	18921	ACE Hardware Prunedale	-93.43
09/01/2022	18922	Armer Grading & Paving	-1,950.00
09/01/2022	18923	CALNET3	-756.80
09/01/2022	18924	Master Meter Systems	-1,500.00
09/01/2022	18925	Monterey Bay Analytical Services Inc	-336.00
09/01/2022	18926	Pelmar Engineering Ltd.	-2,407.40
09/01/2022	18927	Rob Johnson	-50.00
09/01/2022	18928	San Benito County Assessor	-21.85
09/01/2022	18929	TH Electric	-208.14
09/01/2022	18930	United Way serving San Benito County	-32.00
09/02/2022	18920	Streamline	-100.00
09/02/2022	18931	USPO	-255.94
09/02/2022	18932	USPO	-60.00
09/02/2022	18933	Monterey Co. Recorder-County Clerk	0.00
09/07/2022	E-pay	Employment Development Dept	-743.89
09/07/2022	E-pay	United States Treasury (EFTPS)	-4,167.10
09/08/2022	EFT	QuickBooks Payroll Service	-6,554.57
09/09/2022	DD1850	Bowman (P), Naomi	0.00
09/09/2022	DD1851	Coombes (P), Louise P	0.00
09/09/2022	18934	DeAlba (P), David	-2,943.19
09/09/2022	DD1852	Giron (P), Ester	0.00
09/09/2022	DD1853	Johnson (P), Robert L	0.00

09/22/22

Aromas Water District  
**Monthly Expenditures**  
 August 17 through September 20, 2022

Date	Num	Name	Amount
09/09/2022	18935	Smith (P), Shaun	-1,475.33
09/09/2022	EFT	CalPERS	-2,635.79
09/09/2022	EFT	CalPERS	-850.82
09/09/2022	Pd Online	First Bankcard	-4,482.72
09/13/2022	18936	ACE Hardware Prunedale	-361.54
09/13/2022	18937	Fedak & Brown LLP	-4,960.00
09/13/2022	18938	Grainger Inc	-796.57
09/13/2022	18939	Luhdorff & Scalmanini Consulting Engineer	-10,922.52
09/13/2022	18940	Mid Valley Supply	-3,811.77
09/13/2022	18941	MNS Engineers Inc.	-5,012.13
09/13/2022	18942	Monterey Bay Water Works Assoc	-80.00
09/13/2022	18943	Old Firehouse Market	-1,058.99
09/13/2022	18944	R & B Company	-636.95
09/13/2022	18945	Recology San Benito County	-60.58
09/14/2022	Pd Online	Verizon Wireless	-217.32
09/14/2022	18946	Monterey Co. Recorder-County Clerk	-7.00
09/20/2022	18948	Samantha Olden	-18.24
09/20/2022	18947	Stephen Slovacek	-12.13
09/20/2022	18949	ADT Security Services, Inc.	-335.75
09/20/2022	18950	Armer Grading & Paving	-250.00
09/20/2022	18951	Grainger Inc	-284.74
09/20/2022	18952	Luhdorff & Scalmanini Consulting Engineer	-1,074.55
09/20/2022	18953	MNS Engineers Inc.	-1,290.00
09/20/2022	18954	Monterey Bay Solutions, LLC	-475.00
09/20/2022	18955	R & B Company	-1,833.94
09/20/2022	18956	Robert E. Bosso	-1,480.00
09/20/2022	18957	USA BlueBook	-245.90
Total UB Checking			-268,851.69
TOTAL			-268,851.69