



REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

TUESDAY, September 24, 2019

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

- I. **CALL TO ORDER**
- II. **ROLL CALL OF DIRECTORS:** President Richard Smith, Vice President Wayne Holman, Directors, Marcus Dutra, Wayne Norton and James Leap.
- III. **PLEDGE OF ALLEGIANCE**
- IV. **STATEMENTS OF DISQUALIFICATION**
- V. **ADDITIONS AND DELETIONS**
- VI. **MINUTES:** Motion to approve the Minutes of the August 27, 2019 Regular Board Meeting p.3-5
- VII. **ORAL COMMUNICATION:** *Anyone wishing to address the Board on informational items, staff reports or matters not listed on the agenda may do so during Oral Communications. Please limit your comment to three 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.10-11
- IX. **ACTION ITEMS:**
 - A. **Consider receiving a report on the Monterey County Special Districts Association's request for a "Certificate of Liability Coverage" to ensure meeting attendees are covered by insurance; and providing direction to staff.** p.12-14

Staff will present a report and "Certificate for Liability Coverage" for discussion and Board action.
 - B. **Consider approving a Master Services Agreement from Martin Feeney, Consulting Hydrogeologist, for water well and hydrogeologic consulting services; and providing direction to staff.** p.15-23

Staff will present a report regarding a Master Services Agreement from Martin Feeney, Consulting Hydrogeologist, for water well and hydrogeologic consulting services for discussion and Board action.
 - C. **Financial Reports for the Month of August 2019** p.24-29

Oakridge & Orchard Acres Assessment Districts are now included in the financial reports. Therefore, the reports show a Total Revenue of \$143,041.84; Total expenditures were \$61,159.78 between August 19, 2019 and September 18, 2019. These financials and monthly expenditures will be presented for discussion and approval.
- X. **FUTURE MEETINGS & AGENDA ITEMS** Next meeting is Tuesday, October 22, 2019; determine meeting date for December meeting
- XI. **ADJOURNMENT**

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**Minutes of the Regular Meeting of
the Board of Directors of the Aromas Water District
August 27, 2019**

Workshop

- I. **CALL TO ORDER.** The workshop meeting of the Board of Directors of the Aromas Water District was called to order by President Smith on Tuesday, August 27, 2019 at 5.30 p.m. at the District office located at 388 Blohm Ave, Aromas, California.
- II. **ROLL CALL.** President Smith, Vice President Holman and Directors Leap and Norton were present. Director Dutra was absent. Also in attendance was General Manager Robert Johnson.
- III. **PLEDGE OF ALLEGIANCE.** Was deferred until the Regular Meeting at 7:00pm.
- IV. **WORKSHOP.** Online training webinar provided by the CSDA; "What Every Board Member Should Know".

Return to Regular Meeting

- I. **CALL TO ORDER.** The regular meeting of the Board of Directors of the Aromas Water District was called to order by President Smith on Tuesday, August 27, 2019 at 7.00 p.m. at the District office located at 388 Blohm Ave, Aromas, California.
- II. **ROLL CALL.** President Smith, Vice President Holman and Directors Dutra, Leap and Norton were present. Also in attendance were General Manager Robert Johnson, Counsel Bob Bosso, Acting Board Secretary Ester Gir6n, and Management Consultant Morris.
- III. **PLEDGE OF ALLEGIANCE.** Director Dutra led the pledge of allegiance.
- IV. **STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. **ADDITIONS AND DELETIONS.** There were no additions or deletions to the Agenda.
- VI. **MINUTES.** The minutes of the July 23, 2019 Board Meeting were presented for review and approval; there were no corrections or comments. Director Norton moved for approval of the minutes and Director Leap seconded. Minutes were unanimously approved with all Directors present.
- VII. **ORAL COMMUNICATION.** There were no public comments.

VIII. REPORTS/PRESENTATIONS

- A. **Director's Reports.** Director Norton reported that the Ad Hoc Legislative Committee had recently met to discuss the response to ACA1 in the form of a letter authorizing GM Johnson to send the letter on behalf of the Board.
- B. **Attorney's Report.** Counsel Bosso reported that there is a study that just came out which analyzes impact fees. Although this does not directly impact the District, many agencies use impact fees for revenue projection. This all ties in to the Governor's views and some of the legislature as to the initiative to divide Proposition 13 between Residential and Commercial and allowing Commercial values to rise to fair market value.

Director Norton commented that he had heard a radio article regarding a recent case of Inverse Condemnation in Orville. Counsel Bosso said he would investigate the outcome and potential consequences for the District.

C. Manager's Report

OPERATIONS

No new connections were established in July, so the total number of connections remains at 963. All water testing continues to be both, filed on time and represent satisfactory results.

Production & Well Levels

GM Johnson reported total production, in July 2019 was just under 12 million gallons, with a daily average of 386,809 gallons; almost a quarter of the entire year's production in one month. This calendar year to date, total production is 50,196,348 gallons, with system wide production loss remaining below five percent. Carpenteria and Pleasant Acres Wells operated the entire month; San Juan Well was not utilized for seven days of the month.

Reporting of well levels; Operational Carpenteria Well and San Juan Well were both down two feet. Observation Marshall Well is down three feet and Aimee Meadows Well is down five feet.

MAINTENANCE

Incidents

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

ADMINISTRATIVE

Staff & Board Recognition

GM Johnson mentioned that AC Giron has been working especially hard to prepare for the Financial Audit of 2018-19, whilst still assisting CSR Bowman through issues around the Billing process, as well as making preparations to enter the new rate data into the Billing Software at the beginning of October.

ASO Coombes took the lead for the triennial Lead and Copper monitoring, doing everything possible to ensure many parameters were clearly explained to the customers taking the samples from their homes.

GM Johnson was pleased to tell the Board that Operator Smith continues to do well and has fully on the roster for 50% of the On-Call duties. CO DeAlba and Op Smith have recently been working with a new electrician to make repairs on Leo Booster, using a new winch to safely lower the motor down.

They also worked with the same electrician to install the initial portion of the XiO SCADA system, incorporating the tank level at Rancho Larios. For the first time, the tank level can be monitored online instead of in person, saving considerable time for Operations staff. The next portion of the XiO SCADA system to be installed will be the Pine Tree Tank; the electrician will shortly be supplying a quote for this work as well as a couple of other things, including the backup power for the Booster stations.

GM Johnson has been in discussion with AT&T, mostly via email, regarding moving the T1 line from Marshall Yard to the office. He has also been in discussion with PG&E regarding splitting the power supply at Oakridge booster to provide a separate power supply to the booster, as opposed to going through a customer's power meter. This requires a permit from Monterey Planning which is in process.

GM Johnson has been continuing work on the Special Districts Administrator Class and has sufficient qualifications to take the test, bringing greater professionalism to the District and allows higher qualification on the biennial Districts of Distinction Award.

Conservation & Rainfall

According to the rain gauge at Chittenden, since the beginning of the rain year, October 1, 2018 to date, a total of 25.48" has been recorded, with no rainfall in August 2019.

Projects

Annexations Updates for Eilert and Cole Road

The Cole Road annexation Boundary Change application has been submitted to LAFCo; the acceptance of this application (Certificate of Filing) will result in the application being added to the LAFCo agenda in the Fall. The Boundary Change application came back with some comments which GM Johnson and Management Consultant Morris will be resolving.

Forthcoming Projects

There are a number of upcoming items that will be appearing as Action Items in the coming months as required documentation is in place. These include; moving the T1 line, new power meter, new office computers, backup power, moving the power pole at Marshall Yard and so on.

D. Correspondence. GM Johnson drew the Board's attention to the Call to Action Letter for ACA1 mentioned earlier by Director Norton. In addition, are the written requests to support ACA1 sent to State Officials.

The last item on the list is the LAFCo report that would be presented to the Board, by B Nicholson, for the Eilert Annexation.

IX. ACTION ITEMS

A. Consider receiving an informational report regarding the conclusion of the Eilert annexation (Rancho Larios area) into the Aromas Water District boundary process

The Eilert application was submitted May 2, 2019 and was scheduled for the SBC LAFCo meeting on August 21, 2019. GM Johnson and Mr Eilert attended this meeting at which the annexation passed. Mr Eilert has already paid his connection fee and signed the District documentation to move forward with the connection. The Districts' Operators will be performing the connection on this occasion which is a good learning opportunity for Op Smith.

Director Norton moved to receive the informational report as presented, seconded by Director Leap. The report was unanimously received with all Directors present.

B. Financial Reports for the Month of July 2019

On the **Balance Sheet**, *Total Assets / Liabilities & Equity* are \$11,642,242.68, of which *Total Current Assets* are \$4,509,631.69, and *Total Fixed Assets* are \$6,943,330.19. In *Liabilities*, the *Total Current Liabilities* are \$257,986.82, *Long Term Liabilities* are \$4,573,545.10.

The total revenue for June was \$130,531.48. Total expenditures were \$105,083.11 between July 12 and August 18, 2019.

In the **P&L Report**, *Water Revenue* for May was \$128,010.97 just shy of the budgeted \$130,000.00.

GM Johnson drew the Board's attention to the fact that Payroll will look a little different from the beginning of this Fiscal Year, due to payroll transitioning from semi-monthly to bi-weekly pay periods. Also worthy of note is the higher cost of water treatment in July as compared to June, due to the increased water production during July. President Smith inquired whether the increased figures for the power were due to the true up? GM Johnson and CO DeAlba decided to use Carpenteria much of the time therefore using more power than is typical during the year. The power to production ratio has increased on the power side, indicating this well is likely to need cleaning again this coming winter. Director Leap agreed that if the well was working more efficiently there would be a lower cost to a higher production. GM Johnson discussed the increase power cost with Solar Technology. Management Consultant Morris commented that the solar field was designed to cover around \$30,000 per year, plus this PG&E meter also records power used by the Seely Booster supplying Ranch Larios.

In the **Monthly Expenditures**, GM Johnson drew the Board's attention to the various Cole Road annexation costs, as well as the final payment to the Rate Study Consultant and part payments to the Auditors.

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

X. FUTURE MEETINGS & AGENDA ITEMS.

The next meeting will be on Tuesday, September 24, 2019 at 7:00pm at the District Office; 388 Blohm Ave.

XI. ADJOURNMENT. President Smith adjourned the meeting at 7:42pm until Tuesday, September 24, 2019.

Read and approved by: _____
Vice President, Wayne Holman

Attest: _____
Board Secretary, Louise Coombes

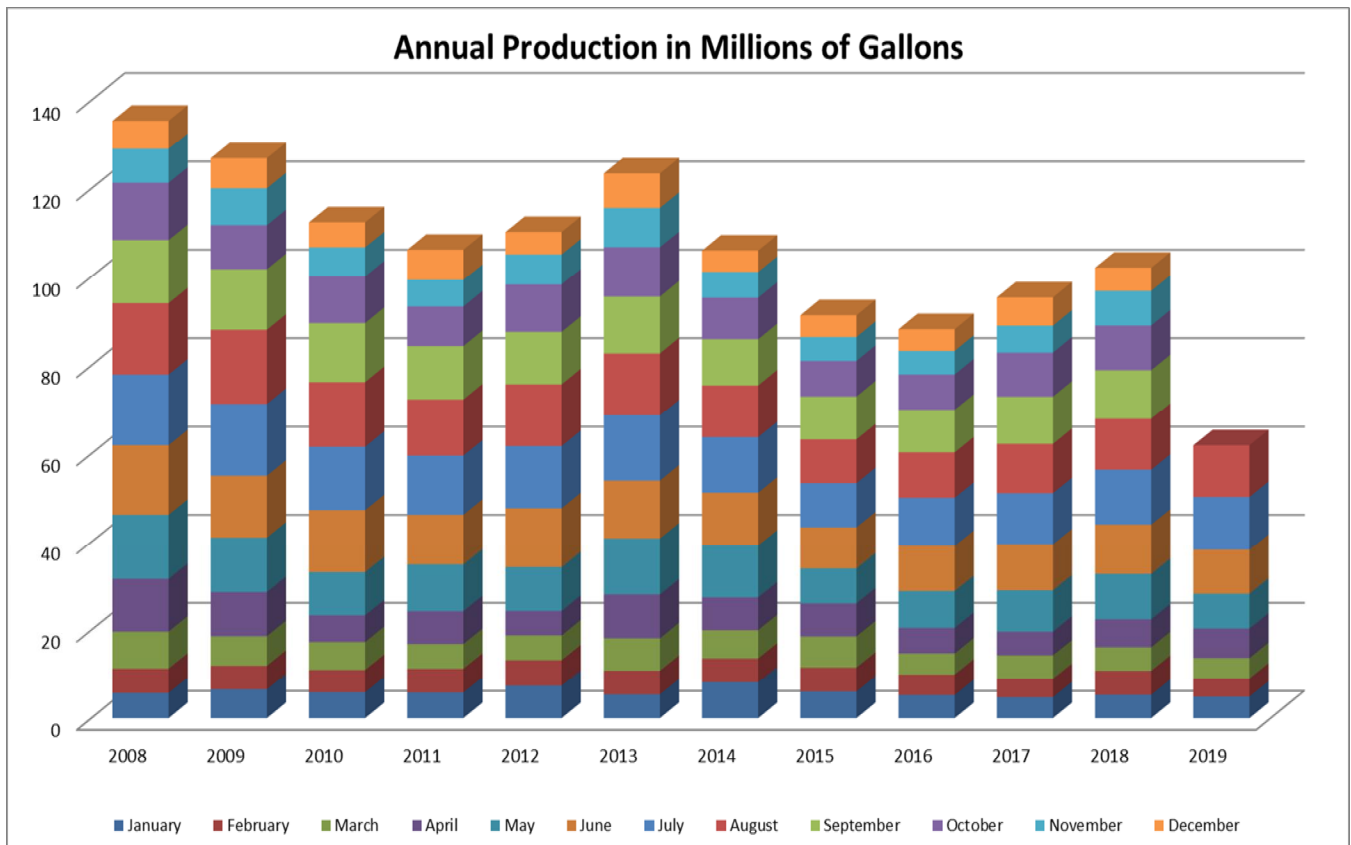
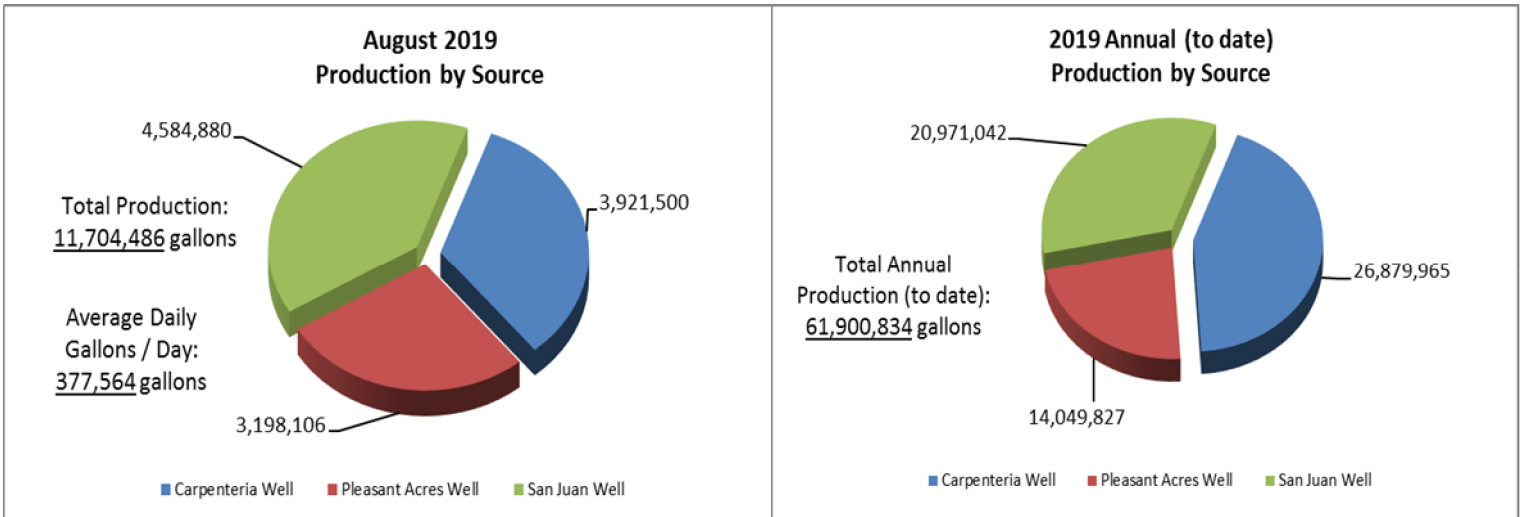
Date: _____

Date: _____

General Manager's Report August 2019



PRODUCTION REPORT



Totals	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Million Gal	135.38	126.9	112.37	106.15	110.17	123.42	105.97	91.27	88.152	95.304	102.07	61.901
Acre Ft	415.4	389.4	344.8	325.7	338.05	378.7	325.16	280.05	270.49	292.43	313.18	189.93

OPERATIONS AND MAINTENANCE REPORT

OPERATIONS:

- There are 963 total meters installed; with replacement meters being installed as time and supplies allow.
- Loss Production system wide is being maintained below 5%.
- Carpenteria well was operational the entire month, while San Juan well was not utilized for three days and Pleasant Acres well was not utilized for seven days.
- Water Treatment Plant; finished water was non-detect for both iron and manganese this month.
- Distribution testing for total Coliform; all samples negative.
- All monthly DWR reports on Coliform, and Fe / Mn were filed on time.
- WTP filters are being backwashed when necessary.
- Monthly Generator in-house 15-minute testing under load.
- Monthly well-level monitoring (see attached chart).

MAINTENANCE:

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

INCIDENTS:

- None to be reported at the time of this writing.

ADMINISTRATIVE REPORT

STAFF & BOARD RECOGNITION:

- AC Girōn, with help from ASO Coombes, completed the Financial Audit with the auditors on September 9 and 10. Minimal changes were recommended, with a report to follow. Staff is working to get the Audit Report on the November Board Meeting Agenda.
- CSR Bowman continues to gain knowledge in her position, and has been very welcoming to the customers, whether they call, or come into the office.
- CO DeAlba and Op Smith are working diligently on a variety of operations-related tasks in preparation for the triennial Sanitary Survey (inspection by State Water Resources Control Board staff) coming up in mid-October.
- CO DeAlba and Op Smith are working with our electrician preparing to install Phase II of XiO ó the Pleasant Acres Well and Pine Tree Tank portion of the system.
- CO DeAlba is working with electrician to establish back-up power to Carr Booster and Oakridge Boosters in case of power loss.
- GM Johnson has initiated communications with PG&E regarding the addition of an electric meter for the Upper Oakridge booster site. The result from this effort will be independence from sharing an electric meter with Mr. Scrodin.
- GM Johnson continues to participate in an online study group (August 21) in preparation for the CSDA Special District Administrator (SDA) test. As a reminder, if the GM has an SDA certification, that provides additional points towards the higher levels of the CSDA's District of

Distinction awards. GM Johnson has fulfilled the minimum requirements to sit for the exam; he is currently working on scheduling opportunities to take the exam.

CONSERVATION UPDATE:

July 2019 usage figures are indicative of increased water use during the summer season, though water use is below expectations, considering the May rains.

October 1, 2018 marked the start of a new water year. As of the date of this report, the rain gauge at Chittenden Pass has recorded 25.52 inches of precipitation this water year, with 0.04 inches falling so far in the month of September.

PROJECTS:

1. Annexation Updates: Cole Road Annexation

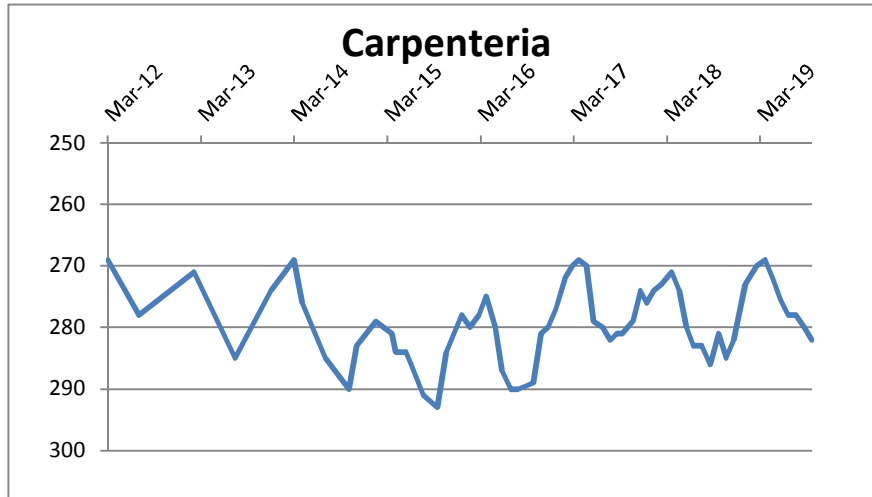
The Cole Road annexation Boundary Change Application (BCA) for the San Benito Local Area Formation Commission (SBC LAFCo) was submitted and District staff has recently received their comments. SBC LAFCo has requested additional information, some clarifications, and an Reimbursement and Indemnification Agreement (RAIA). Staff had Counsel review the RAIA and felt the GM could sign it for the District. The RAIA is signed and will be sent back to SBC LAFCo when all the other information is completed. District staff also had to compute a new capacity document (last one was 2013) for this effort. Once all the requested information is returned, it will be sent back to SBC LAFCo. If all is approved, a LAFCo Certificate of Filing (acceptance of application) will be released. Once there is a Certificate of Filing, the annexation can be put on the SBC LAFCo agenda.

2. Movement of T1 connection from Marshall Yard to AWD Office

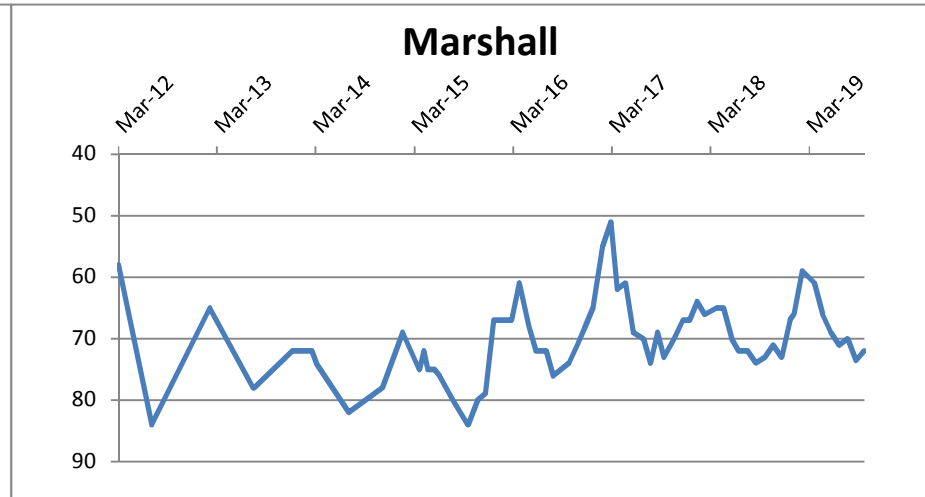
It has been challenging to contact AT&T regarding this effort (see Correspondence list in this packet). AT&T did provide some costs to provide the T1 connection to the AWD main office, though they were extremely expensive, so other avenues to increase office on-line efficiency will be investigated as time permits.

Robert Johnson
General Manager
September 19, 2019

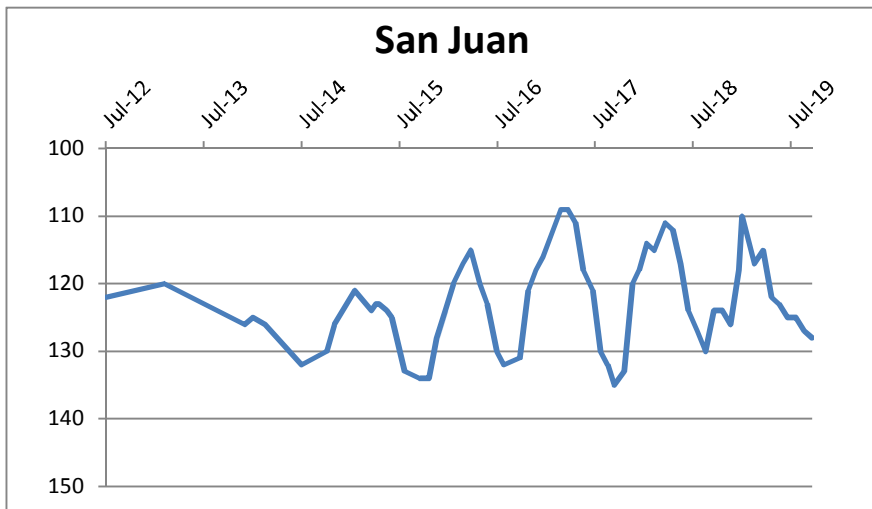
Well Water Level Monitoring
 Depth to Water Measurements
 Date: September 17, 2019



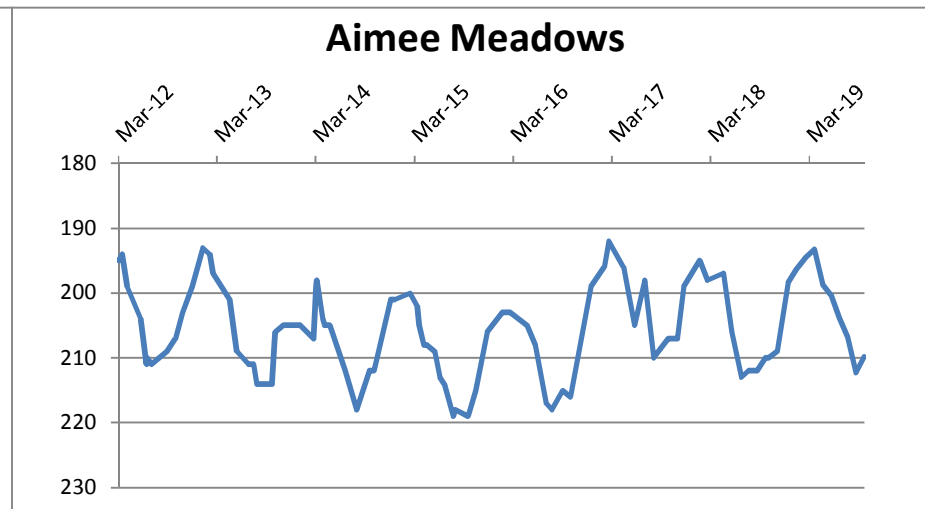
Carpenteria Well (production): Previous Read = 280 feet; Current Read = 282 feet



Marshall Well (monitoring): Previous Read = 73 feet; Current Read = 72 feet



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



Aimee Meadows (monitoring): Previous Read = 212 feet; Current Read = 210 feet

CORRESPONDENCE LIST: 8/19/2019 - 9/14/2019

DATE	TYPE	TO	FROM	SUBJECT
8/19/19	E	R Johnson, AWD	B Nicholson, SB LAFCo	Comments on Cole Road Annexation
8/20/19	E	AWD	ACWA JPIA	2019-20 Property Program Renewal
8/20/19	E	AWD	BARFleets	Acceptance of Smog Check Annual Reporting
8/20/19	M	AWD	CalPERS	Acknowledge payment for GASB 68 Report
8/22/19	E	M Feeney	R Johnson, AWD	Iron Bacteria & New Water Source at Marshall
8/22/19	E	D Aguayo, AT&T	R Johnson, AWD	Follow up on T1 line
8/22/19	E	AWD	P Caballero, CALNET	New NESPA Agreement (Calnet3 to Calnet Next Generation)
8/23/19	E	AWD	ACWA Advisory	State Water Resources Control Board sets lower notification levels for PFOA, PFOS
8/23/19	E	AWD	A Sterbenz, Schaaf & Wheeler	MBWWA 2019 Vendor Show & BBQ
8/26/19	E	R Johnson, AWD	O Figueroa, iFlow	Kamstrup Time Zone Feature (Initial email and response)
8/26/19	E	R Johnson, AWD	M Sanchez, Monterey Cty	New Electrical Service
8/29/19	E	B Nicholson, SB LAFCo	R Johnson, AWD	Comments on Cole Road Annexation (Initial email and response)
8/29/19	E	AWD	S Sugarman, MBAS	SDWIS/LabToState File Certification Confirmation
8/29/19	E	AWD	MBAS	Lead & Copper Testing Results (Resident Samples)
8/30/19	E	R Johnson, AWD P Eilert	B Nicholson, SB LAFCo	Eilert Annexation LAFCo Filing Requirements
9/3/19	E	L Coombes, AWD	S Kler, SWRCB	Lead & Copper Reporting & New Contact
9/4/19	E	AWD	K Graff, SWRCB	New Contact & Upcoming Sanitary Survey
9/4/19	E	S Kler, SWRCB	L Coombes, AWD	Triennial Lead & Copper Report Submission & acknowledgement
9/4/19	E	AWD	ACWA Advisory	AB 402 (Quirk) Fails to Advance Out of Senate
9/4/19	E	K Graff, SWRCB	L Coombes, AWD	Scheduling Triennial Sanitary Survey & (response)
9/5/19	E	M Dutra, AWD BoD	R Johnson, AWD	Board Webinar training viewing instructions
9/5/19	E	F Tanguilig, Monterey Cty	R Johnson, AWD	New Electrical Service for booster station
9/5/19	M	AWD	C Hughes, [representing] AA	Appreciation and donation for use of meeting space
9/5/19	E	R Johnson, AWD	I Becerra, CSDA	Certificates from Board webinar training

CORRESPONDENCE LIST: 8/19/2019 - 9/14/2019

DATE	TYPE	TO	FROM	SUBJECT
9/5/19	E	R Johnson, AWD P Eilert	B Nicholson, SB LAFCo	Unique TRA required for APN 012-140-019
9/6/19	E	SWRCB	R Johnson, AWD	Monthly Fe & Mn Field Test Results
9/6/19	E	AWD	ACWA Advisory	Water Professionals Appreciation Week; Oct 5-13
9/10/19	E	SWRCB	R Johnson, AWD	Disinfectant Residual Reporting 2019 Q3
9/10/19	E	SWRCB	R Johnson, AWD	Monthly Summary of Coliform Monitoring
9/10/19	E	Mr & Mrs Gomes	R Johnson, AWD	Water Availability for proposed parcel split
9/10/19	E	R Johnson, AWD	A Baker, AT&T	Dedicated Fiber Options Data at Marshall Lane
9/10/19	E	R Johnson, AWD	ACWA JPIA	Liability and Property Risk Assessment Tour
9/10/19	E	AWD	ACWA JPIA	ACWA JPIA Website Overhaul for Members Use
9/12/19	E	S Capron P Naranjo	R Johnson, AWD	Cole Road Annexation progress and request for petition for Annexation for LAFCo
9/12/19	E	B Bosso, Law Offices of Robert Bosso	R Johnson, AWD	Handling of Reimbursement and Indemnification Agreement for Cole Rd Annexation
9/12/19	E	S Capron	R Johnson, AWD	Notification of SBoE fee for further documents for Cole Road Annexation
9/12/19	E	R Johnson, AWD	B Bosso, Law Offices of Robert Bosso	Response re: Handling of Reimbursement and Indemnification Agreement for Cole Rd Annexation
9/13/19	E	B Nicholson, SB LAFCo	R Johnson, AWD	Comments on Cole Road Annexation
9/14/19	M	AWD	Transition Aromas	Thank you card for AWD support of Harvest Fair
9/14/19	E	AWD	ACWA Advisory	Legislative Session Ends with Action on Several Key Water Bills

Staff Report



To: Board of Directors

Re: Item IX.A ó Consider receiving a report on the Special Districts Association of Monterey County's request for a "Certificate of Liability coverage" to ensure meeting attendees are covered by insurance; and providing direction to staff

Date: September 18, 2019

Summary / Discussion

The Special Districts Association of Monterey County (SDAMC) was created in 2004 and holds quarterly meetings to discuss various issues and legislative items that can affect Special Districts, as well as having speakers to discuss happenings within the county; the Aromas Water District (District) is part of this association. In 2014, the California Special Districts Association (CSDA) requested that the SDAMC become an affiliate and a requirement was that the SDAMC acquire liability insurance for the meetings.

The SDAMC purchased liability insurance to fulfil the requirement of CSDA in 2014, but it was costly, and took a large chunk out of the SDAMC's bank account. The fees collected for the SDAMC meetings primarily covers the cost of the food provided and room rental. There are no additional funds collected to pay for miscellaneous expenses. In 2017, to help with the costs related to the insurance issue, the Monterey Regional Fire Protection District added liability insurance for the SDAMC meetings in their insurance coverage and have continued to pay for the coverage. The coverage ends December 31, 2019, and the Monterey Regional Fire Protection District has said they are not going to continue coverage for 2020.

To avoid the cost of purchasing insurance coverage for the meetings, CSDA has agreed to accept letters of certification that attendees are all covered by their individual district's insurance while in attendance at the meetings. All the Special Districts have been asked to have their Boards authorize signing of the Certificate for Liability Coverage form and return it to SDAMC to show CSDA that all attendees are covered for liability insurance. Staff has checked with ACWA-JPIA, the District's liability insurance carrier, and they confirmed that staff and Board members are covered under our policy while attending meetings or other activities on behalf of the District.

Attached is the July 2019 letter from CSDA requesting the Certificate of Liability Coverage, as well as a template of the requested document to sign and return.

Staff Recommendation

Staff's recommendation is to receive the report, and authorize the General Manager (or Board President) to sign the "Certificate of Liability Coverage" and return it to CSDA

Submitted by:

Robert Johnson
General Manager

Special Districts Association of Monterey County

11 Reservation Road Marina, CA 93933

(831) 883-5910

July 17, 2019

To: All Members of the Special Districts' Association of Monterey County

Subject: Insurance Coverage for Association Members Attending Our Quarterly meetings

As I'm sure most of you are aware, the Special Districts' Association of Monterey County is required to have insurance coverage while attending our quarterly meetings if we are to remain associated with the California Special Districts' Association (CSDA) in Sacramento as such coverage is basic requirement. We have looked into purchasing coverage for everyone who attends our quarterly meetings but discovered price extremely daunting.

Currently, we have coverage through December 2019 under a "rider" obtained through the good work of Fire Chief Michael Urquides of the Monterey County Regional Fire District. As this unique arrangement will no longer be available next year, we have had to seek a viable alternative. The cost, however, is well beyond our ability to pay.

As I explained during last evening's meeting, CSDA in Sacramento will accept "certifications" from our members that they are each covered by the special district they represent whether as employees or board members during our quarterly meetings.

Attached is a form letter obtained from CSDA which must be filed with CSDA by each special district member attesting to such coverage while attending our quarterly meetings. Paula Riso has graciously agreed to gather our signed letters and send them in to CSDA in Sacramento. Once this had been accomplished, the insurance coverage will *no longer be an issue*. So *please* print out a copy of the form letter attached, insert the name of the special district you represent, have it signed by yourself or someone authorized to do so on behalf of your district and send it back to Paula so she can send all of them to CSDA in Sacramento.

Once this has been done, CSDA's insurance coverage requirement will no longer be an issue. We cannot remain affiliated with CSDA in Sacramento without "proof of insurance" so please send your signed Insurance Certification to Paula at the address above as soon as possible.

Sincerely,

Warren "Pete" Poitras

Warren "Pete" Poitras, Vice President
Special District's Association of Monterey County

**Special Districts' Association of Monterey County
11 Reservation Road Marina CA 93933**

**California Special Districts Association (CSDA)
Certificate for Liability Coverage**

The undersigned, being duly authorized to execute this Certificate on behalf of the Board of Directors of Aromas Water District (hereinafter the ~~%District+~~) hereby affirm the following:

1. That the participation by employees and members of the Board of Directors of District in the meetings and activities conducted by the Monterey County Chapter of the California Special Districts Association have been authorized by the District's Board of Directors; and that the Board of Directors has found such activities constitute activities in the course and scope of such individual's employment with or position of director with the District.

Signature _____

Date _____

Staff Report



To: Board of Directors

Re: Item IX.B ó Consider approving a Master Services Agreement with Martin Feeney, Consulting Hydrogeologist, for water well and hydrogeologic consulting services; and providing direction to staff

Date: September 18, 2019

Summary / Discussion

The Aromas Water District (District) is in need of specialized knowledge and expertise in the areas of hydrogeology, and well repair / rehabilitation. For example, in the near future, the District will need to perform rehabilitation efforts on the Carpenteria Well. Also, the District continues its search for a redundant water source to augment water supply alternatives in the case of well production reduction, or the complete loss of a well. For solutions to both these scenarios, as well as others that can come up without warning, having a knowledgeable consultant can save time and effort, allowing the District to reach a solution more effectively and efficiently.

Mr. Martin Feeney, a consulting hydrogeologist, is specially trained, and has a tremendous amount of experience with all types of well issues and hydrogeologic matters. Mr. Feeney has the competency to perform and provide the services needed by the District. Additionally, he has had a tremendous amount of local experience over (at least) the last three decades.

The proposed agreement is a Master Services Agreement (MSA), which is a contract reached between parties, in which the parties agree to most of the terms that will govern future transactions or future agreements. Having the MSA in place could expedite the contract-approval process, allowing situations (especially emergencies) to be rectified with increased efficiency. There is no cost to the District by engaging in this MSA. Specific tasks or projects will have a unique Scope of Work, Schedule and Budget, utilizing the MSA as an overarching guideline document.

The MSA provides for Mr. Feeney to be available on an ōas-neededö basis to assist the District in water well design, water well repair and rehabilitation, cost estimating, and general hydrogeologic services. Also, he will meet with the District staff to review project progress as well as be available to respond to phone calls, emails and other forms of communication from District staff.

Staff Recommendation

Approve the Master Services Agreement with Martin Feeney, Consulting Hydrogeologist, for water well and hydrogeologic consulting services

Submitted by:

Robert Johnson
General Manager



**AGREEMENT FOR PROFESSIONAL SERVICES
WELL REVIEW, DESIGN, AND
GENERAL HYDROGEOLOGIC CONSULTING SERVICES**

This Agreement for Professional Services ("Agreement") is made and entered into this 25th day of September 2019 by and between the AROMAS WATER DISTRICT ("District") and MARTIN FEENEY, CONSULTING HYDROGEOLOGIST (öConsultant").

RECITALS

The District has a need for professional services described in Exhibit A and the Consultant is specially trained, experienced and competent to perform and has agreed to provide such services.

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms and conditions hereinafter contained, the parties hereby agree as follows:

AGREEMENT

1) Scope of Work.

- a) The Consultant shall furnish to the District upon execution of this Agreement or receipt of the District's written authorization to proceed, those services and work set forth in Exhibit A (öScope of Workö) which is attached hereto and, by this reference, made a part hereof.
- b) The Consultant shall provide services and work under this Agreement consistent with the requirements and standards established by applicable federal, state and local laws, ordinances, regulations, resolutions and permits. Additionally, Consultant shall perform its work in accordance with generally accepted industry standards and practices.

2) Term; Schedule; Termination.

- a) The term of this Agreement shall be from the date of the District's Notice to Proceed until completion of the work. Services and work provided by the Consultant under this Agreement shall be performed in a timely manner as stated in Exhibit B (öProject Scheduleö).
- b) The District may, by written notice to the Consultant, terminate the whole or any part of this Agreement, if, in the judgment of the District that the Consultant has materially breached this Agreement, failed to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required either under this Agreement or failed to demonstrate a high probability of timely fulfillment of performance requirements under this Agreement, or of any obligations of this Agreement, and in either case, fails to demonstrate convincing progress toward a cure within five (5) working days (or such longer period as the District may authorize in writing) after receipt of written notice from the District specifying such failure. At the option of the District, this Agreement may terminate on the occurrence of (a) bankruptcy or insolvency of Consultant, or (b) the sale or transfer of Consultant's business.

3) Compensation.

- a) The Consultant shall be compensated for work performed as set forth in Exhibit B. The Consultant shall provide the District with a periodic statement, as services warrant, of fees earned and costs incurred for services provided. The statement shall generally describe the services performed, hours worked, the applicable rate or rates, the basis for the calculation of fees, and a reasonable itemization of costs.
- b) The Consultant is entitled to reimbursable expenses as described in Exhibit B.
- c) Payment by the District shall be conditioned upon and subject to upon Consultant's satisfactory completion of work or appropriate phases or tasks as described in the attached Scope of Work.
- d) Except as expressly provided in this Agreement, the Consultant shall not be entitled to nor receive from the District any additional consideration, compensation, salary, wages or other type of remuneration for services rendered under this Agreement.
- e) The Consultant agrees to provide District with a W-9 form. The District shall not withhold any Federal or State income taxes or Social Security tax from any payments made by the District to the Consultant under the terms and conditions of this Agreement. Payment of all taxes and other assessments on such sums is the sole responsibility of the Consultant.

4) Ownership of Work Product.

All documents, drawings and work product ("Work") prepared or produced by the Consultant under this Agreement shall become and remain the property of the District, except as otherwise approved in writing by the District. The Consultant shall retain intellectual property rights in the Work, except Consultant shall grant the District a nonexclusive license in all Work protected by intellectual property rights, and District may reproduce the plans, prepare derivative works based on the Work, and build improvements depicted in or relating to the Work. The District shall indemnify the Consultant for any claims or damages arising from the District's negligence in modifying the Work.

5) Required Licenses, Certificates and Permits.

Any licenses, certificates or permits required by the federal, state, county or municipal governments for the Consultant to provide the services and work described in Exhibit A must be procured by the Consultant and be valid at the time the Consultant enters into this Agreement. Further, during the term of this Agreement, the Consultant must maintain such licenses, certificates and permits in full force and effect. Licenses, certificates and permits may include but are not limited to driver's licenses, professional licenses or certificates and business licenses. Such licenses, certificates and permits shall be procured and maintained in force by the Consultant at no expense to the District.

6) Office Space, Supplies, Equipment, etc.

Unless otherwise provided in this Agreement, the Consultant shall provide such office space, supplies, equipment, vehicles, reference materials and telephone service as is necessary for Consultant to provide the services under this Agreement.

7) Insurance.

The Consultant shall maintain during the life of this Agreement, insurance policies with coverage at least as broad as follows:

- a) General Liability Insurance. Commercial general liability insurance covering bodily injury, personal injury, property damage, products and completed operations with limits of no less than One Million Dollars (\$1,000,000) per incident or occurrence. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to any act or omission by the Consultant under this Agreement or the general aggregate limit shall be twice the required occurrence limit.
- b) Professional Liability Insurance. Professional errors and omissions liability insurance with limits of no less than One Million Dollars (\$1,000,000) aggregate. Such professional liability insurance shall be continued for a period of no less than one year following completion of the Consultant's work under this Agreement.
- c) Consultant's Insurance is Primary. The Consultant's insurance coverage shall be primary insurance regarding the District and the District's officers, officials and employees. Any insurance or self- insurance maintained by the District or the District's officers, officials and employees shall be excess of the Consultant's insurance and shall not contribute with Consultant's insurance.
- e) Approved Insurers. Insurance shall be placed with California admitted insurers (licensed to do business in California) with a current rating by Best's Key Rating Guide of no less than A-VII; except as otherwise approved by the District.
- f) Certificates of Insurance. Prior to the date the Consultant begins performance of its obligations under this Agreement, the Consultant shall furnish the District with certificates of insurance showing coverage required by this Agreement.

8) Defense and Indemnification.

The Consultant shall exonerate, indemnify, defend, and hold harmless the District and the Funding Agency, and their officers, agents, employees and volunteers from and against: (i) All damages, liability, loses, claims, suits, or actions of any kind and nature whatsoever, including attorneys' fees, arising directly or indirectly from the Consultant's negligence, errors, omissions or willful misconduct in performance of this Agreement

9) Status of Consultant.

All acts of the Consultant and its officers, employees, agents, representatives, subcontractors and all others acting on behalf of the Consultant relating to the performance of this Agreement shall be performed as independent contractors and not as agents, officers or employees of the District. The Consultant, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of the District. If the Consultant deems it appropriate to employ a subconsultant, expert or investigator in connection with the performance of the services under this Agreement, the Consultant shall so advise the District and seek the District's prior approval. Any consultant, expert or investigator employed by the Consultant at the Consultant's expense and shall be the agent of the Consultant and not the District.

10) Records and Audit.

The Consultant shall prepare and maintain all writings, documents and records prepared or compiled in connection with the performance of this Agreement for at least four (4) years. Any authorized representative of the District shall have access to any writings as defined above for the purposes of making audit, evaluation, examination, excerpts and transcripts during the period such records are to be maintained by the Consultant.

11) Assignment.

This is an agreement for the services of the Consultant. The District has relied upon the skills, knowledge, experience and training of the Consultant and Consultant's firm, associates and employees as an inducement to enter into this Agreement. The Consultant shall not assign or subcontract this Agreement without the express written consent of the District.

12) Waiver of Default.

Waiver of any default by either party to this Agreement shall not be deemed to be waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of this Agreement unless this Agreement is modified as provided below.

13) Notice.

Any notice, communication, amendment, addition or deletion to this Agreement, including change of address of either party during the term of this Agreement, which the Consultant or the District shall be required or may desire to make shall be in writing and may be personally served or, alternatively, sent by prepaid first class mail to the respective parties as set forth below.

14) Severability.

If any portion of this Agreement or application thereof to any person or circumstance shall be declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal, state or county statute, ordinance or regulation the remaining provisions of this Agreement or the application thereof shall not be invalidated thereby and shall remain in full force and effect.

15) Amendment.

This Agreement may be modified, amended by the mutual consent of the parties hereto if such amendment or change is in written form and executed with the same formalities as this Agreement and attached to the original Agreement to maintain continuity.

16) Entire Agreement.

This Agreement supersedes any and all other agreements, either oral or in writing, between any of the parties herein with respect to the subject matter hereof and contains all the agreements between the parties with respect to such matter.

17) Construction.

Headings or captions to the provisions of this Agreement are solely for the convenience of the parties, are not part of this Agreement, and shall not be used to interpret or determine the validity of this Agreement. Any ambiguity in this Agreement shall not be construed against the drafter, but rather the terms and provisions hereof shall be given a reasonable interpretation as if both parties had in fact drafted this Agreement.

18) Governing Law and Venue.

This Agreement shall be deemed to be made under and shall be governed by and construed in accordance with, the laws of the State of California. Any action brought to enforce the terms or provisions of this Agreement shall have venue in Santa Cruz County.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first written above. This Agreement may be executed in one or more counterparts by the parties hereto. All counterparts shall be construed together and shall constitute one agreement. A signature reproduced electronically, by facsimile or .pdf shall be treated as an original signature.

CONSULTANT

By:

Martin Feeney
Consulting Hydrogeologist
P.O. Box 23240
Ventura, CA 93002

DISTRICT

By:

Robert Johnson
General Manager
P.O. Box 388
Aromas, CA 95004

EXHIBIT A

Scope of Services

The Consultant will be available on an "as-needed" basis to assist the District in the water well design, water well repair and rehabilitation, cost estimating, and general hydrogeologic services.

The Consultant will periodically meet with the District staff to review the progress and be available to respond to phone calls, emails and other forms of communication from the District staff.

This Agreement serves as a master agreement. Specific activities related to individual projects will be governed by a Scope of Work detailed in a Task Order for each project. At the District's request, the Consultant will submit a project specific Task Order including a Scope of Work, Schedule and Budget.

The District will review and issue a written authorization to proceed for each Task Order.

**EXHIBIT A
TASK ORDER**

Task Order No.: _____

Client: Aromas Water District
 P.O. Box 388
 Aromas CA 950042

Consultant: Martin Feeney
 P.O. Box 23240
 Ventura, CA, 93001

Issued Under Client-Consultant Master Services Agreement Dated: _____

Project Description: _____

Scope of Services: _____

Cost of Services: _____

Task Order Acknowledged and Accepted:

CLIENT

By: _____

Title: _____

Date: _____

Martin Feeney

By: _____

Title: _____

Date: _____

**EXHIBIT B
FEE SCHEDULE**

**Martin B. Feeney, PG, CEG CHg
Consulting Hydrogeologist**

Fee Schedule 2019

Professional Services

Principal Hydrogeologist	\$195/hour
Principal Hydrogeologist (field)	\$160/hour
Project Hydrogeologist	\$175/hour
Word Processor	\$70/hour
Illustrator/GIS	\$80/hour

Equipment

Data Logger and Transducer	\$100/day
Conductivity Meter	\$75/day
Turbidity Meter	\$75/day

Indirect Charges

Reproduction	Cost + 10%
Outside Services	Cost + 10%
Laboratory Services	Cost + 10%
Mileage (outside 100 mile radius)	\$0.56/mile

Aromas Water District
Balance Sheet Prev Year Comparison
As of August 31, 2019

	Aug 31, 19	Aug 31, 18
ASSETS		
Current Assets		
Checking/Savings		
UB Checking	223,221.05	155,934.31
UB Bk Money Market xxxx7853	224,206.00	117,651.82
LAIF-State of Ca xx-05	817,664.87	797,971.23
Petty Cash	100.00	100.00
Assessment District Banks		
OAWA Union Bank Checking 7741	21,334.64	21,152.20
OAWA Union Bank 101 Redemption	21,935.25	22,353.09
OAWA Union Bank 102 Reserve	35,972.58	35,784.47
Oakridge Union Checking 5587	452,355.70	390,016.92
Total Assessment District Banks	531,598.17	469,306.68
Total Checking/Savings	1,796,790.09	1,540,964.04
Accounts Receivable		
1200 · Accounts Rec - Spec Proj/Taxes	3,142.72	2,000.00
Total Accounts Receivable	3,142.72	2,000.00
Other Current Assets		
1292 · Accounts Rec - USDA Loan	2,222,035.00	2,272,916.60
1291 · Accounts Rec - Orchard Acres	335,320.03	335,320.03
Prepaid Insurance	15,441.86	13,322.86
128 · Inventory	49,460.11	26,885.37
1200.1 · Accounts Receivable--UBMax	162,046.51	168,500.83
1201.9 · Less Allowance for doubtful Acc	-500.00	-500.00
Total Other Current Assets	2,783,803.51	2,816,445.69
Total Current Assets	4,583,736.32	4,359,409.73
Fixed Assets		
1900 · Water System	11,797,525.29	11,722,839.54
1915 · Office Building & Improvements	398,261.43	387,260.80
1970 · Office Equipment & Fixtures	93,467.05	93,467.05
1980 · District Vehicles	117,577.39	117,577.39
1990 · Land and Easements	340,644.03	340,644.03
1995 · Idle Assets	43,400.00	43,400.00
1998 · Less Accum Depr Idle Assets	-42,400.00	-42,400.00
1999 · Less Accumuated Depreciation	-5,973,001.00	-5,484,372.00
Total Fixed Assets	6,775,474.19	7,178,416.81
Other Assets		
Deferred Outflow of Resources	187,200.00	187,200.00
Deposits		
ACWA Deposit	2,080.80	2,080.80
Total Deposits	2,080.80	2,080.80
Total Other Assets	189,280.80	189,280.80
TOTAL ASSETS	11,548,491.31	11,727,107.34

Aromas Water District
Balance Sheet Prev Year Comparison

As of August 31, 2019

	Aug 31, 19	Aug 31, 18
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 - Accounts Payable	32,464.97	24,502.31
Total Accounts Payable	32,464.97	24,502.31
Credit Cards		
First Bankcard - S Smith #07	540.02	0.00
First Bankcard - E Giron #86	63.14	621.15
First Bankcard - R. Johnson #31	408.57	-327.61
ACE Hardware	0.00	39.85
First Bankcard - L Coombes #92	322.33	618.88
First Bankcard -- T. Zelmar #67	0.00	34.94
Valero - Fuel	585.16	1,534.28
First Bankcard -- D DeAlba #35	802.54	-15.79
Total Credit Cards	2,721.76	2,505.70
Other Current Liabilities		
Current Portion UB OAWA	10,000.00	0.00
Current Portion USDA Oakridge	34,000.00	0.00
Current Portion City National	115,073.16	0.00
2100 - Payroll Liabilities	132.46	103.89
Deferred Inflows- Actuarial	7,709.00	7,709.00
CUSTOMER DEPOSITS		
Connection Deposits Payable	2,850.00	4,000.00
Hydrant Meter Deposit	2,400.00	1,750.00
Total CUSTOMER DEPOSITS	5,250.00	5,750.00
Accrued Vacation Payable	17,907.50	19,106.97
Interest Payable	52,480.90	52,480.90
PVWMA Payable	17,003.36	19,775.62
Total Other Current Liabilities	259,556.38	104,926.38
Total Current Liabilities	294,743.11	131,934.39
Long Term Liabilities		
2392 - Long-term Debt - USDA (Oakrd...	2,595,000.00	2,662,000.00
2391 - Long-term Debt - Orchard Acres	390,000.00	410,000.00
GASB 68 Pension Liability	562,232.00	562,232.00
City National Bank	982,313.10	1,209,167.29
Total Long Term Liabilities	4,529,545.10	4,843,399.29
Total Liabilities	4,824,288.21	4,975,333.68
Equity		
Investment in Capital Assets	6,420,006.53	6,420,006.53
Unrestricted Net Assets	2,916,492.96	2,887,310.78
Allocation of Net Assets	-2,637,574.59	-2,637,574.59
Net Income	25,278.20	82,030.94
Total Equity	6,724,203.10	6,751,773.66
TOTAL LIABILITIES & EQUITY	11,548,491.31	11,727,107.34

Aromas Water District
Profit & Loss Budget Performance

August 2019

	Aug 19	Budget	Jul - Aug 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
303 · Water Revenue	127,250.30	130,000.00	252,449.65	260,000.00	1,207,500.00
307 · Bulk Water	820.49	600.00	1,648.20	1,200.00	7,000.00
302 · Connection	13,300.00	13,400.00	13,300.00	13,400.00	41,820.00
301 · Taxes Rcvd - AWD					
3090 · Oakridge / OAWA Assess...	0.00	0.00	0.00	0.00	194,200.00
301 · Taxes Rcvd - AWD - Other	0.00	0.00	0.00	0.00	66,000.00
Total 301 · Taxes Rcvd - AWD	0.00	0.00	0.00	0.00	260,200.00
304 · Other Office Income & Reimbu...	0.00	40.00	0.00	80.00	500.00
306 · Interest	1,671.05	1,650.00	3,363.85	3,300.00	20,000.00
312 · Grant Revenue	0.00	0.00	0.00	0.00	2,000.00
Total Income	143,041.84	145,690.00	270,761.70	277,980.00	1,539,020.00
Gross Profit	143,041.84	145,690.00	270,761.70	277,980.00	1,539,020.00
Expense					
Operations					
403 · Fuel	950.74	1,200.00	2,207.51	2,400.00	14,500.00
404 · Truck Maint	314.78	500.00	482.46	1,000.00	6,000.00
431 · System Repair & Maint	6,703.11	5,500.00	7,752.19	11,000.00	65,000.00
463 · Water Analysis	2,001.00	500.00	2,076.00	1,000.00	6,000.00
464 · Water Treatment	2,431.42	1,200.00	4,862.83	2,600.00	13,000.00
468 · Tools	307.93	580.00	1,077.39	1,160.00	7,000.00
470 · Public Outreach / Annexation	296.04	200.00	587.51	400.00	2,500.00
Total Operations	13,005.02	9,680.00	19,045.89	19,560.00	114,000.00
Power					
449.75 · 388 Blohm, # C	25.11	33.00	40.01	66.00	400.00
449.5 · 388 Blohm, A & B Office	119.09	150.00	188.65	300.00	1,700.00
461.5 · RLS Tank Booster	0.00	12.50	6.90	25.00	150.00
447 · Leo Ln Booster	10.00	35.00	34.39	70.00	400.00
448 · Aimee Mdws Well	10.51	12.50	16.09	25.00	150.00
451 · Marshall Corp Yard	14.77	42.00	37.34	84.00	500.00
452 · Rea Booster @ Seely	9.30	37.50	24.91	75.00	450.00
454 · Carr Booster	-292.86	418.00	73.18	836.00	5,000.00
458 · Pleasant Acres Well	-148.36	1,083.00	867.42	2,170.00	13,000.00
459 · Seely Booster @ Carpenteria	37.86	42.00	3,592.03	84.00	500.00
460 · San Juan Well	-565.72	4,200.00	2,024.80	8,400.00	49,000.00
461 · Cole Tank	-20.00	18.00	-8.55	36.00	200.00
462 · Rea Tank	1.57	18.00	9.00	36.00	200.00
465 · Lwr Oakridge Boost	1.37	83.00	38.89	168.00	1,000.00
465.5 · Upper Oakridge Booster	0.00	0.00	0.00	0.00	700.00
466 · Pine Tree Tank	-20.00	18.00	-15.69	36.00	200.00
Total Power	-817.36	6,202.50	6,929.37	12,411.00	73,550.00
Payroll					
Gross	45,900.86	33,852.00	61,713.27	67,713.00	406,233.00
Comp FICA	2,845.87	2,098.00	3,826.23	4,196.00	25,186.00
Comp MCARE	665.56	490.00	894.84	980.00	5,890.00
Comp SUI	78.66	195.00	132.46	385.00	2,335.00
Total Payroll	49,490.95	36,635.00	66,566.80	73,274.00	439,644.00
Employee / Labor Costs					
407 · Outside Services	1,071.66	500.00	1,125.32	1,000.00	6,000.00
408 · Uniform Allowance	0.00	100.00	692.33	750.00	3,000.00
409 · Workers Comp	1,034.20	1,025.00	2,068.40	2,050.00	12,306.00
410 · Health Ins	6,350.46	5,900.00	12,971.09	11,800.00	70,842.00
474 · Education	76.02	625.00	892.02	1,250.00	7,500.00
477 · Retirement	7,721.89	6,174.00	12,920.15	12,348.00	74,090.00
Total Employee / Labor Costs	16,254.23	14,324.00	30,669.31	29,198.00	173,738.00

Aromas Water District
 Profit & Loss Budget Performance
 August 2019

	Aug 19	Budget	Jul - Aug 19	YTD Budget	Annual Budget
Office					
440 · Misc Exp	319.74	330.00	559.74	660.00	4,000.00
444 · Postage	262.74	280.00	599.63	560.00	4,000.00
445 · Office Supplies	240.19	330.00	559.39	660.00	4,000.00
446 · Office Eqpmt and Maint	259.44	1,470.00	528.25	2,940.00	20,000.00
Total Office	1,082.11	2,410.00	2,247.01	4,820.00	32,000.00
Communications					
455 · Phone, Off	357.06	330.00	708.50	660.00	4,000.00
456 · Telemetry	488.18	550.00	976.36	1,100.00	6,600.00
457 · Answ Serv/Cellular Phone	236.83	300.00	478.15	600.00	3,600.00
Total Communications	1,082.07	1,180.00	2,163.01	2,360.00	14,200.00
Administrative & General					
4591 · Admin Fee (Bond Admin N...	0.00	0.00	0.00	0.00	5,000.00
4590 · Bond Interest Exp - Asses...	0.00	0.00	32,460.00	0.00	128,000.00
417 · Capital Loan Interest	0.00	0.00	2,728.67	0.00	35,000.00
467 · Depreciation Reserve	37,165.00	37,165.00	74,330.00	74,330.00	445,988.00
406 · Liability Ins	1,593.63	1,650.00	3,187.26	3,300.00	20,000.00
420 · Legal Fees	1,300.00	1,300.00	2,600.00	2,600.00	16,000.00
422 · Bank Charges	152.24	158.00	338.12	316.00	1,900.00
423 · Litigation Contingency	0.00	0.00	0.00	0.00	10,000.00
425 · Audit	750.00	1,000.00	1,250.00	2,000.00	12,500.00
471 · Bad Debts	0.00	0.00	0.00	0.00	500.00
473 · Memberships	612.00	650.00	968.06	1,150.00	17,000.00
Total Administrative & General	41,572.87	41,923.00	117,862.11	83,696.00	691,888.00
Total Expense	121,669.89	112,354.50	245,483.50	225,319.00	1,539,020.00
Net Ordinary Income	21,371.95	33,335.50	25,278.20	52,661.00	0.00
Net Income	21,371.95	33,335.50	25,278.20	52,661.00	0.00

09/20/19

Aromas Water District
Monthly Expenditures
 August 19 through September 18, 2019

Date	Num	Name	Amount
UB Checking			
08/21/2019	EFT	CalPERS	-700.00
08/22/2019	EFT	CalPERS	-300.00
08/29/2019	EFT	QuickBooks Payroll Service	-5,721.84
08/29/2019	E-pay	Employment Development Dept	-648.68
08/29/2019	E-pay	United States Treasury (EFTPS)	-3,666.68
08/30/2019	DD1408	Bowman (P), Naomi	0.00
08/30/2019	DD1409	Coombes (P), Louise P	0.00
08/30/2019	17376	DeAlba (P), David	-2,770.63
08/30/2019	DD1410	Giron (P), Ester	0.00
08/30/2019	DD1411	Johnson (P), Robert L	0.00
08/30/2019	17360	Smith (P), Shaun	-1,355.84
08/30/2019	DD1412	Morris (P), Vicki	0.00
08/30/2019	EFT	CalPERS	-855.84
08/30/2019	EFT	CalPERS	-2,233.79
08/30/2019	EFT	ADT Security Services, Inc.	-380.85
08/30/2019	17361	A.L. Lease Co.	-734.95
08/30/2019	17362	Aromas Water District (Petty Cash)	-278.94
08/30/2019	17363	California Rural Water Association	-612.00
08/30/2019	17364	CSSC	-93.58
08/30/2019	17365	Davis Auto Parts Store	-50.33
08/30/2019	17366	First Bankcard	-1,742.13
08/30/2019	17367	Green Rubber Kennedy	-299.66
08/30/2019	17368	Mid Valley Supply	-2,172.15
08/30/2019	17369	Monterey Bay Analytical Services Inc	-154.00
08/30/2019	17370	Rob Johnson	-50.00
08/30/2019	17371	San Benito County Assessor	-4.92
08/30/2019	17372	Shaun Smith	-3.36
08/30/2019	17373	United Way serving San Benito County	-32.00
08/30/2019	17374	Valero	-1,116.26
08/30/2019	17375	XIO, INC.	-954.78
08/30/2019	17359	David DeAlba	0.00
08/31/2019	EFT	Bank Service Fees	-152.24
09/02/2019	EFT	CalPERS	-3,889.97
09/05/2019	NSF	Bill Adjustment Report	-133.59
09/06/2019	17377	USPO	-249.04
09/10/2019	17378	Marie Doty	-5.89
09/10/2019	17379	Durden Construction	-800.00
09/10/2019	17380	Tan Pham	-90.91
09/10/2019	17381	Chris Henderson	-37.28
09/10/2019	17382	CALNET3	-586.99
09/10/2019	17383	Fastenal Company	-401.92
09/10/2019	17384	Fedak & Brown LLP	-750.00
09/10/2019	17385	Green Rubber Kennedy	-108.47
09/10/2019	17386	Master Meter Systems	-1,500.00
09/10/2019	17387	Mid Valley Supply	-1,057.14
09/10/2019	17388	Monterey Bay Analytical Services Inc	-440.00
09/10/2019	17389	Monterey Bay Water Works Assoc	-160.00
09/10/2019	17390	Softline Data, Inc.	-325.00
09/10/2019	EFT	Verizon Wireless	-93.25
09/10/2019	EFT	A T & T U-verse	-69.25
09/11/2019	E-pay	Employment Development Dept	-663.06

09/20/19

Aromas Water District
Monthly Expenditures
 August 19 through September 18, 2019

Date	Num	Name	Amount
09/11/2019	E-pay	United States Treasury (EFTPS)	-3,879.30
09/12/2019	EFT	QuickBooks Payroll Service	-6,306.60
09/13/2019	DD1413	Bowman (P), Naomi	0.00
09/13/2019	DD1414	Coombes (P), Louise P	0.00
09/13/2019	17391	DeAlba (P), David	-2,729.95
09/13/2019	DD1415	Giron (P), Ester	0.00
09/13/2019	DD1416	Johnson (P), Robert L	0.00
09/13/2019	17392	Smith (P), Shaun	-1,355.83
09/13/2019	17393	Dutra (P), Marcus	-219.24
09/13/2019	17394	Holman (P), Wayne R	-219.24
09/13/2019	DD1417	Leap (P), James E	0.00
09/13/2019	DD1418	Norton (P), K W	0.00
09/13/2019	DD1419	Smith (P), Richard	0.00
09/13/2019	EFT	CalPERS	-974.54
09/13/2019	EFT	CalPERS	-2,303.10
09/13/2019	NSF	Bill Adjustment Report	-115.00
09/15/2019	EFT	Intuit	-55.81
09/16/2019	17395	ACE Hardware Prunedale	-896.21
09/16/2019	17396	Brigantino Irrigation	-710.57
09/16/2019	17397	Fastenal Company	-72.36
09/16/2019	17398	Green Rubber Kennedy	-147.20
09/16/2019	17399	Recology San Benito County	-53.21
09/16/2019	17400	Robert E. Bosso	-1,300.00
09/16/2019	17401	USA BlueBook	-398.21
09/16/2019	17402	Xerox Corp	-21.42
09/16/2019	17403	XIO, INC.	-954.78
Total UB Checking			-61,159.78
TOTAL			<u>-61,159.78</u>