



## SPECIAL MEETING OF THE BOARD OF DIRECTORS

# AGENDA

THURSDAY, June 28, 2018

7:00 PM

President- Richard Smith Vice President-Wayne Holman Director- Marcus Dutra Director- Wayne Norton Director- James Leap General Manager- Robert Johnson Board Secretary-Louise Coombes
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I. **CALL TO ORDER**

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

III. **PLEDGE OF ALLEGIANCE**

IV. **STATEMENTS OF DISQUALIFICATION**

V. **ADDITIONS AND DELETIONS**

VI. **MINUTES** Motion to approve the Minutes of the May 22, 2018 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. **Financial Reports for the Month of May 2018**

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Total Revenue was \$106,221.08; Total expenditures were \$128,396.79 between May 17, 2018 and June 18, 2018. These financials and monthly expenditures will be presented for discussion and approval.

B. **Adjourn to Closed Session**

As permitted by Government Code Section 54956.9, the Board will adjourn to a closed or executive session to discuss personnel matters.

a. *Performance Evaluation – General Manager*

C. **Return to Open Session**

Statement of any action from Closed Session

X. **FUTURE MEETINGS & AGENDA ITEMS** Next meeting ó Tuesday, July 24, 2018

XI. **ADJOURNMENT**

Next Res. # 2018-05

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

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# **Minutes of the Regular Meeting of the Board of Directors of the Aromas Water District May 22, 2018**

- 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, April 24, 2018 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 Norton and Leap were present. Director Dutra was absent. Also in attendance were General Manager Robert Johnson, Counsel Bob Bosso, Board Secretary Louise Coombes, Management Consultant Vicki Morris and staff Ester Gir6n.
- III. PLEDGE OF ALLEGIANCE.** Director Holman 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 April 24, 2018 Board Meeting were presented for review and approval; there were no corrections or comments. Director Leap moved for approval of the minutes and Director Holman seconded. Minutes were unanimously approved with Director Dutra absent.
- VII. ORAL COMMUNICATION.** There were no public comments. ASO Coombes provided copies of Election deadlines and Candidate information to those Directors whose current term ends in November 2018.

## **VIII. REPORTS/PRESENTATIONS**

- A. Director's Reports.** Director Norton reported on the Ad-Hoc Committee meetings with himself, President Smith, GM Johnson and Consultant Morris regarding the Strategic Plan; all meetings went well and the result will be detailed later in this meeting.

Director Smith reported that the General Manager's evaluation is coming due. GM Johnson will complete a self-evaluation which will be sent, along with a blank evaluation form, via email to each Director so that comments can be returned electronically for the Board Secretary to compile into one report. The deadline for submission is on or before June 15, 2018, for collation before the next Board Meeting where a closed session will be held for discussion.

- B. Attorney's Report.** Counsel Bosso has continued to follow SB831, the Additional Dwelling Unit (ADU) Statute, has now been amended largely thanks to ACWA's intervention. With specific reference to Water Districts, the restrictions on new meters, new connections, impact fees and so on have been deleted, with the exception of certain inclusionary units that were built before a specific date. Counsel Bosso is keeping track of SB831's progress and will report on further developments.

Counsel Bosso also mentioned that last week he attended the ACWA conference, specifically for the Legal Affairs Committee. Based on some attendees recent experience with emergency situations (fire, flood) strong emphasis was placed on the need to have emergency provisions prepared to avoid delays in emergency situations. Counsel Bosso is working on templates for Special Districts to have as a basis for developing and implementing such a plan.

- C. Manager's Report.** See detailed report in agenda packet. Items highlighted include:

### ***Production & Well Levels***

The replacement parts for San Juan well arrived, after some delay, and were installed on May 1, 2018. After the required testing, the well was back in service on May 14, 2018. The first day of pumping produced over 100,000 gallons. San Juan well did not pump throughout April. Despite this, overall production was on a par with this time in 2017.

Well water levels generally show that customers are beginning to use water as we approach summer. Carpenteria Well has lowered six feet, San Juan Well was only online for a single day but was five feet lower than last month. Marshall Well is down five feet and Aimee Well measurement, from PVWMA, is down eight feet. Note: Aimee Well measurement is current this month as the reading was received before the Board packet was finalized.

### ***Maintenance & Repair***

Routine and springtime maintenance is underway as time allows. Operator Zelmar has both been working full time and constantly on call for the last two weeks and will be through most of June. GM Johnson is keeping in frequent contact and assisting where practicable.

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

GM Johnson mentioned that ASO Coombes and AC Giron are beginning Audit preparations. The Interim Testing was scheduled for early June, 2018, but has now been re-scheduled to mid August.

GM Johnson and ASO Coombes, along with assistance from Consultant Morris, submitted the annually required (by the State Water Resources Control Board) information for the Drinking Water Clearing House Report, otherwise know as the DRINC report.

Similarly, GM Johnson and ASO Coombes, along with assistance from Consultant Morris have the annual Consumer Confidence Report down to its final draft and will be printed and mailed by mid June.

ASO Coombes and CSR Gonzales represented the District during the recent Aromas Hills Artisans sponsored Garden Tour. The garden and new banners were very well received and admired. As a benefit to the public, free succulent cuttings were available and many people took advantage of this opportunity.

### ***Drought & Conservation***

GM Johnson reported that the rain gauge measurement is still almost 13" of rain since the beginning of October.

## ***PROJECTS***

### ***1. Development of Mission Critical documents***

The project focus of this past month has been on developing the Strategic Plan, the Capital Budget and the Expense Budget. These documents include extensive detail and took a considerable amount of time to accurately compile. Each report will be reviewed for approval during the Action Items of this meeting, providing direction for routine activities and District projects.

### ***2. New Technology to Control Facilities***

For the last few months, GM Johnson has been in contact with a consultant, that Chief Operator DeAlba originally met at a recent trade show, who is offering a new technology to control our facilities by improving SCADA. The XiO Water Systems Consultant has reviewed our system and provided estimates, and is working with GM Johnson on a plan to possibly phase this technology into the District.

- D. Correspondence.** GM Johnson has been in communication with TESLA who requested further information prior to providing the District with a quotation for putting the District office on solar power. The letter for the CFD account closeout at the top of this month's Correspondence list was omitted from last month's packet, and so was included here.

GM Johnson had requested a waiver for the testing of 1,2,3 TCP from the Division of Drinking Water, but the request was denied.

ASO Coombes received correspondence confirming that Aromas Water District is the recipient of the Special District Leadership Foundation District Transparency Certificate of Excellence 2018. Considerable work had gone into achieving this award, including numerous improvements to the District's website.

GM Johnson pointed out that now that the Transparency Certificate of Excellence Award is in place for the next two years, he would like to bring more information to a future Board meeting regarding additional Board and GM Training to achieve the District of Distinction Award, of which there are a variety of levels.

**IX. ACTION ITEMS**

- A. **Consider adopting Resolutions 2018-03 and 2018-04 for the Orchard Acres and Oakridge Tax Assessment Levy for FY 2018-2019.** Vice President Holman moved to adopt Resolutions 2018-03 and 2018-04 as presented; the motion was seconded by Director Norton. Resolution 2018-03 and 2018-04 was adopted with the following vote:  

AYES: Holman, Norton, Leap, Smith	ABSENT: Dutra
NOES: None	ABSTENTION: None
  
- B. **Consider adopting the Strategic Plan for FY 2019-2024.** GM Johnson outlined that this plan was updated using the 2013 Strategic Plan as a foundation. Discussion ensued on a variety of points. Director Norton moved to adopt the Strategic Plan as presented; the motion was seconded by Director Leap. The Strategic Plan was unanimously accepted with Director Dutra absent.
  
- C. **Consider adopting the proposed Capital Budget for FY 2018-2019.** GM Johnson pointed out that the Capital Budget was the non-routine financial portion of the Strategic Plan, but only encompasses the next fiscal year. Discussion ensued on a variety of points. Director Norton moved to adopt the Capital Budget as presented; the motion was seconded by Director Leap. The Capital Budget was unanimously accepted with Director Dutra absent.
  
- D. **Consider adopting the Expense Budget for FY 2018-2019.** GM Johnson presented the Expense budget, which, for the most part is the routine expenses for the District. He also mentioned that the payroll increases were in line with the CPI. Director Norton backed this up as he expressed his concern that Aromas Water staff, in particular the Operators, are the lowest paid in the area, when compared to surrounding Special Districts; Director Leap concurred. Director Norton moved to adopt the Expense Budget as presented; the motion was seconded by Director Leap. The Expense Budget was unanimously accepted with Director Dutra absent.
  
- E. **Financial Reports for the month of April 2018.** Total revenue for April was \$88,769.79; Total expenditures were \$141,064.06 between April 19, 2018 and May 16, 2018. GM Johnson pointed out that as the end of the fiscal year approaches, although April's water revenue is lower than estimated, the July to April compared to the YTD Budget is still favorable. Director Norton moved to adopt the Financial Reports as presented; the motion was seconded by Director Leap. The Financial Reports were unanimously accepted with Director Dutra absent.

**X. FUTURE MEETINGS & AGENDA ITEMS.** The next meeting will be on Thursday, June 28, 2018.

**XI. ADJOURNMENT.** Vice President Smith adjourned the meeting at 8.33pm until Thursday, June 28, 2018.

Read and approved by: \_\_\_\_\_  
President, Richard Smith

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

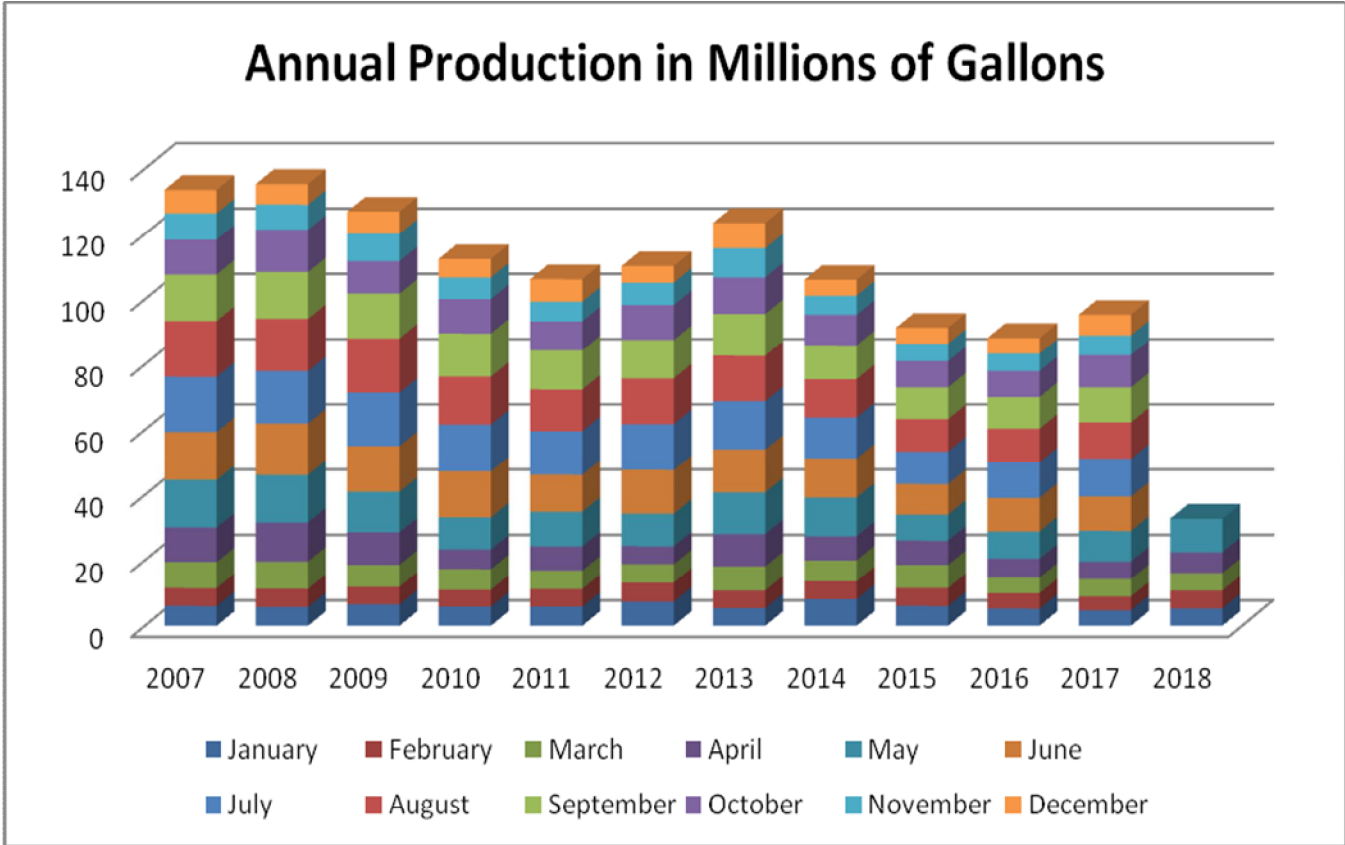
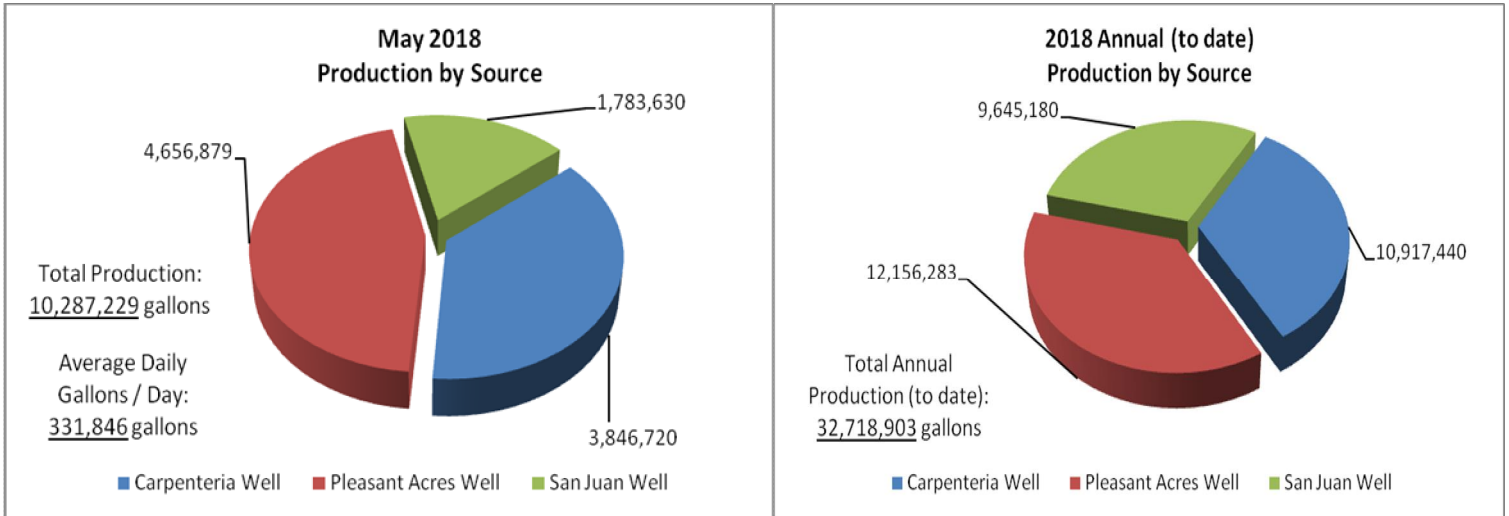
Date: \_\_\_\_\_

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

# General Manager's Report May 2018



## PRODUCTION REPORT



Totals	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Million Gal	133.6	135.38	126.9	112.37	106.15	110.17	123.42	105.97	91.27	88.152	95.304	<b>32.719</b>
Acre Ft	<b>410.0</b>	<b>415.4</b>	<b>389.4</b>	<b>344.8</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>100.39</b>

# OPERATIONS AND MAINTENANCE REPORT

## OPERATIONS:

- There are 955 total meters, on 900 parcels.
- Loss Production system wide has been maintained at below 5% for over 18+ months.
- Pleasant Acres and Carpentaria wells were operational for the entire month.
- San Juan well went back in service on May 14. The total amount pumped in the above graphic reflects the amount of water pumped from May 14 to May 31.
- Water Treatment Plant; the finished water is non-detect for both iron and manganese.
- Distribution testing for total Coliform; all samples negative.
- All Coliform, Mn and Fe, and monthly DWR reports were filed on time.
- Backwashing WTP filters approximately every 5-7+/- days.
- Monthly Generator in-house 15 minute testing under load.
- Monthly well-level monitoring (see attached chart).

## MAINTENANCE:

- Preventative maintenance as needed, flushing was performed since less water is being used
- Graffiti removal whenever it occurs
- Chlorine chemical pump maintenance and analyzer maintenance at all wells
- Spring maintenance tasks are being performed as time allows.

# ADMINISTRATIVE REPORT

## STAFF & BOARD RECOGNITION:

- Administrative Services Officer (ASO) Coombes and Accounts Clerk (AC) Giron completed all the steps required to get the Customer Confidence Report (CCR), out to our customers June 8, 2018. The CCR is due to customers July 1.
- The District is looking for a new Customer Service Representative (CSR) with the departure of Toleen Gonzales. The job announcement was placed on the District's web site and Craigslist on June 4; as well as being posted in multiple local locations. The application period closes July 6.
- ASO Coombes and AC Giron have been working very hard to cover all the duties necessary while the District searches for a new CSR. Increased communication is a must during this period of time, considering the year-end duties that also need to be completed in a timely manner.
- ASO Coombes and AC Giron continue to compile information for the annual Audit, while covering the CSR duties. Andy Beck from Fedak and Brown LLC will be here in mid-August for the initial work, with another visit in September for audit completion.
- Operator Zelmar is doing a terrific job keeping things on track while Chief Operator (CO) DeAlba is out on medical leave. CO DeAlba is expected to return to light duty June 21.
- GM Johnson held a staff meeting to continue training on the "Seven Habits of Highly Effective People". This training was focused on Habit 3 "Put First Things First".
- GM Johnson and staff worked together to get a new connection for the District (hence the 955 meters in the above section) in place. The new connection was installed June 12, 2018.
- GM Johnson will be attending the California Special District Association's General Manager Leadership Summit in Squaw Valley from June 24 to 27.

**CONSERVATION UPDATE:**

May 2018 Usage figures indicate that customers are ramping up their water use. AWD water customers continue to be conservative with their water use.

October 1, 2017 marked the start of a new water year. As of the date of this report, the rain gauge at Chittenden Pass has recorded 13.00 inches of precipitation this water year, with 0.08 inches falling in the month of May; no precipitation recorded for June.

**PROJECTS:**

**1. Working through customer connection issues**

This month had two challenging connections issues resolved. One was a new connection for a new customer (mentioned previously), and the other was the resolution of an issue that has been on and off again for about eight years between the customer and the District (based on the information in the files).

As of this writing, both customers are satisfied with the work performed and the efforts made by the District.

**2. Preparations for fiscal year change**

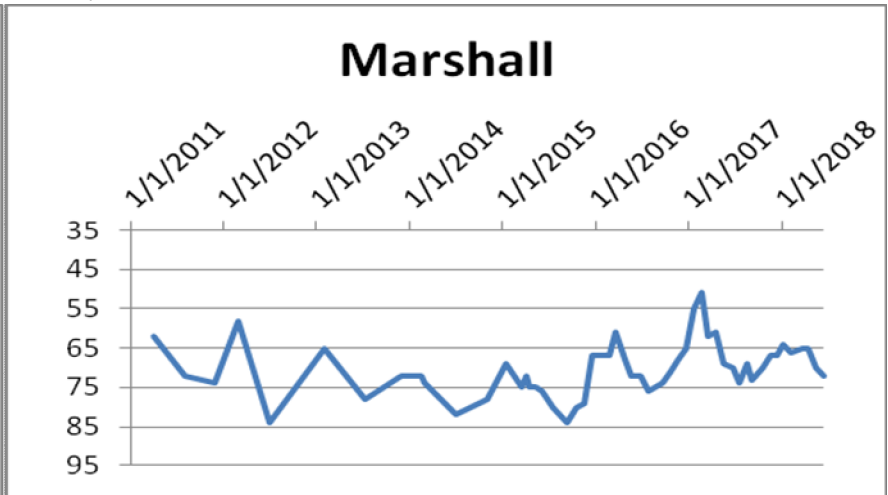
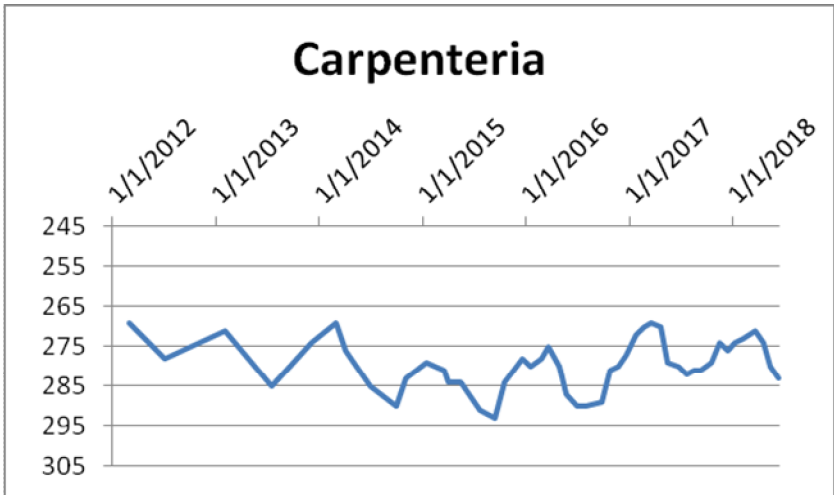
Office staff is working through year-end tasks, as well as other tasks for the start of a new fiscal year. These tasks include the finalizing of year-end financials, and developing of audit-related reports. For the new fiscal year, new rates are being incorporated into the billing processes.

Robert Johnson  
General Manager  
June 18, 2018

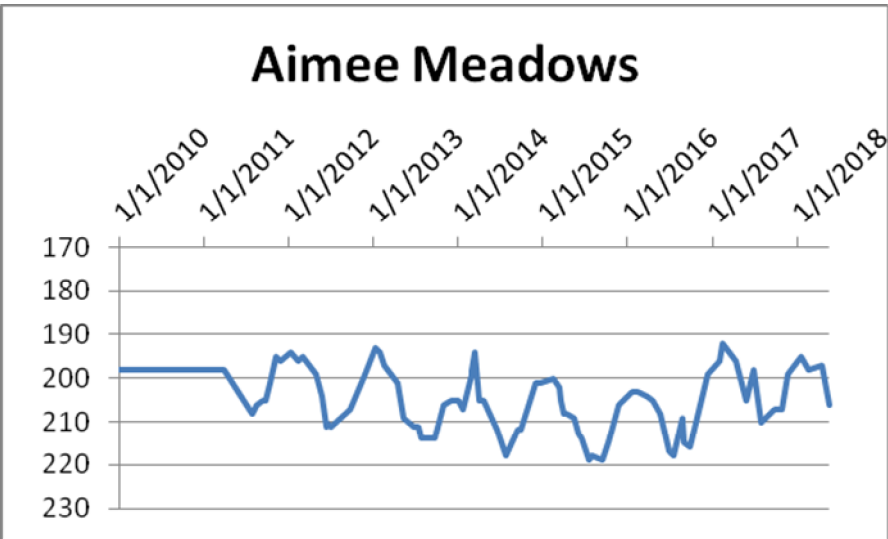
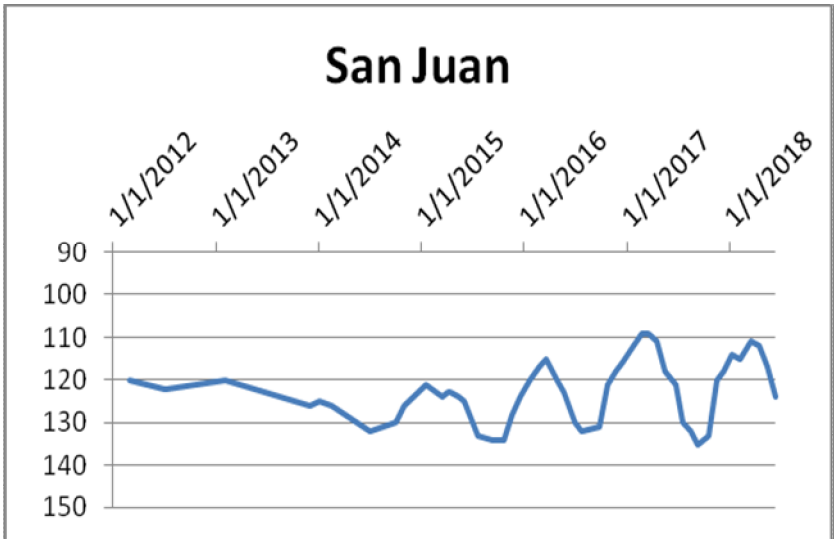


# Well Water Level Monitoring Depth to Water Measurements

Date: June 13, 2018



Carpenteria Well (production): Previous Read = 280 feet ; Current Read = 283 feet Marshall Well (monitoring): Previous Read = 70 feet ; Current Read = 72 feet



San Juan Well (production): Previous Read = 117 feet ; Current Read = 124 feet Aimee Meadows Well (monitoring): 4/17/2018 = 197feet ; 5/16/2018 = 206 feet

## CORRESPONDENCE LIST: 5/17/2018 - 6/18/2018

DATE	TYPE	TO	FROM	SUBJECT
5/11/18	M	L. Coombes, AWD	G. Kischuk, TCS, Inc	Unsolicited prospective Consulting Services Agreement for GASB 68 valuation reports for Audit.
5/15/18	M	R. Johnson, AWD	Aromas-San Juan Unified School Dist	Request for lead sampling for Aromas Elementary.
5/15/18	E	R. Johnson, AWD	T. Seufert, NBS	Closeout related to Assessment District Oakridge
5/23/18	E	FPPC	R. Johnson, AWD	Request and response with Form for 2018 Multi-County Agency Biennial Notice (for Col) regarding potential for amendment.
5/17/18	E	R Johnson, AWD	ACWA	ACWA Advisory re: Senate Budget Subcommittee No. 2 Advances Temporary Safe Drinking Water Funding
5/18/18	M	R Johnson, AWD	J Sweigert, SWRCB	1,2,3-TCP Initial Monitoring Waiver Review
5/21/18	M	M. Parsons/L Curro, San Benito Cty	L Coombes, AWD	Notice of Election submission with Res 2018-01, Agreement for Provision of Election, District Map
5/21/18	M	J. Cedillo, Monterey Cty	L Coombes, AWD	Notice of Election submission with Res 2018-01 and District Map
5/23/18	E	R. Johnson, AWD	T. Vaynshteyn, TESCO	Follow up on TESCO quote for Service Contract.
5/23/18	E	N. Santos, SB Cty	L Coombes, AWD	Submission of adopted Resolution 2018-03, .CSV file and Information sheet for OAWA Tax Levy
5/29/18	M	M Carcerano D	R Johnson, AW	Water line / meter options for 3590 Pleasant Acres Ln
5/30/18	E	T. Vaynshteyn, TESCO	R Johnson, AWD	Response to previous email with explanation of AWD's current position regarding lack of service from TESCO
5/30/18	E	L Coombes, AWD	J. Cedillo, Monterey Cty	Confirming receipt of adopted Resolution 2018-01 and requesting address change for the County.
6/1/18	E	R Johnson, AWD	ACWA - Legislative Outreach	Urging Members to send opposition letters to proposed statewide water tax
6/1/2018	M	R. Johnson, AWD	P. McCormick, LAFCO	Notice of Public Hearings for LAFCO
6/4/2018	M	C. Clark, 2920 San Juan Road	R. Johnson, AWD	Bulk water use without payment to AWD
6/4/2018	E	SWRCB	R. Johnson, AWD	Monthly Summary of Coliform Monitoring
6/4/2018	E	SWRCB	R. Johnson, AWD	Monthly Fe & Mn Field Test Results
6/4/2018	E	SWRCB	R. Johnson, AWD	Quarterly Disinfectant Residual Results - 2nd Qtr

## CORRESPONDENCE LIST: 5/17/2018 - 6/18/2018

6/6/2018	M	D. Carillo, San Juan Unified School Dist	R. Johnson, AWD	Response to Request for Lead Sampling at Aromas Elementary School
6/6/2018	M	R. Johnson, AWD	LAFCO	LAFCO Agenda
6/8/2018	M	R. Johnson, AWD	M Miller, Monterey Cty Auditor-Contrllr	Reminder of deadline for submission of documentation and information for Tax Levy 2018-2019
6/11/2018	E	J Sweigert, SWRCB	L. Coombes, AWD	Electronic submission of Consumer Confidence Report and Certification Form.
6/11/2018	M	D. Mathis, Engineering Geologist	R. Johnson, AWD	Support letter for the SBC Water District Basin Boundary modification request.
6/18/18	E	D. Zarate, NBS	L. Coombes, AWD	Follow up on submission of Tax Levy for Oakridge
6/18/18	E	J Agüero, Monterey Cty	L. Coombes, AWD	Enquiring about final tax amount for FY 2017-18
6/18/18	E	N Santos, SB Cty	L. Coombes, AWD	Enquiring about final tax amount for FY 2017-18
6/18/18	E	V Silva-Gil, CalPERS	L. Coombes, AWD	Ramifications of potentially no CSR to vote in upcoming Section 218 election.

Aromas Water District  
Balance Sheet Prev Year Comparison

As of May 31, 2018

	May 31, 18	May 31, 17
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
UB Checking	87,120.40	35,542.50
UB Bk Money Market xxxx7853	117,025.68	141,599.10
LAIF-State of Ca xx-05	793,593.40	783,294.59
Petty Cash	100.00	100.00
Assesment District Banks	545,950.99	0.00
Total Checking/Savings	1,543,790.47	960,536.19
Accounts Receivable		
1200 · Accounts Receivable - Other	3,000.00	0.00
Total Accounts Receivable	3,000.00	0.00
Other Current Assets		
1292 · Accounts Rec - USDA Loan	2,329,859.60	0.00
1291 · Accounts Rec - Orchard Acres	339,708.47	0.00
Prepaid Insurance	17,054.41	16,615.62
128 · Inventory	22,913.50	21,549.46
1200.1 · Accounts Receivable--UBMax	123,901.82	101,987.60
1201.9 · Less Allowance for doubtful Acc	-500.00	-500.00
Total Other Current Assets	2,832,937.80	139,652.68
Total Current Assets	4,379,728.27	1,100,188.87
Fixed Assets		
1900 · Water System	11,722,808.67	11,526,342.97
1915 · Office Building & Improvements	387,260.80	387,260.80
1970 · Office Equipment & Fixtures	93,467.05	93,467.05
1980 · District Vehicles	75,349.31	75,349.31
1990 · Land and Easements	330,195.78	330,195.78
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	-5,173,460.75	-4,696,807.75
Total Fixed Assets	7,436,620.86	7,716,808.16
Other Assets		
Deferred Outflow of Resources	174,771.00	87,849.00
LoanBrokerageFees	0.00	15,000.00
Accumulated Amortiz-loan fees	0.00	-1,625.00
Deposits		
ACWA Deposit	2,080.80	2,080.80
Deposits - Other	93.01	0.00
Total Deposits	2,173.81	2,080.80
Total Other Assets	176,944.81	103,304.80
<b>TOTAL ASSETS</b>	<b>11,993,293.94</b>	<b>8,920,301.83</b>

Aromas Water District  
Balance Sheet Prev Year Comparison

As of May 31, 2018

	May 31, 18	May 31, 17
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	81,758.04	-40.61
Total Accounts Payable	81,758.04	-40.61
Credit Cards		
First Bankcard - E Giron #86	152.23	0.00
ACE Hardware	39.85	0.00
First Bankcard -- M Dias #30	0.00	50.00
First Bankcard -- T. Zelmar #67	0.00	230.44
Valero - Fuel	516.58	259.24
First Bankcard -- D DeAlba #35	0.00	2,222.16
First Bankcard -- V Morris #24	0.00	124.26
Total Credit Cards	708.66	2,886.10
Other Current Liabilities		
2100 · Payroll Liabilities	754.87	-1,634.21
City National Bank - Current	105,477.00	105,477.00
Deferred Inflows- Actuarial	17,463.00	48,026.00
CUSTOMER DEPOSITS		
Connection Deposits Payable	4,000.00	4,000.00
Hydrant Meter Deposit	950.00	150.00
Total CUSTOMER DEPOSITS	4,950.00	4,150.00
Accrued Vacation Payable	22,769.14	17,011.82
Interest Payable	52,480.90	0.00
Payroll Taxes Payable		
State Payroll Taxes Payable		
Payroll-SWHCA	0.00	5,967.02
Total State Payroll Taxes Payable	0.00	5,967.02
Total Payroll Taxes Payable	0.00	5,967.02
PVWMA Payable	17,521.48	13,316.56
Total Other Current Liabilities	221,416.39	192,314.19
Total Current Liabilities	303,883.09	195,159.68
Long Term Liabilities		
2590 · Unearned Revenue - CFD 98-1	13,436.52	0.00
2393 · Long-term Debt - CFD 98-1	80,000.00	0.00
2392 · Long-term Debt - USDA	2,693,000.00	0.00
2391 · Long-term Debt - Orchard Acres	420,000.00	0.00
GASB 68 Pension Liability	501,054.00	436,183.00
City National Bank	1,103,690.29	1,212,273.51
Total Long Term Liabilities	4,811,180.81	1,648,456.51
Total Liabilities	5,115,063.90	1,843,616.19
Equity		
Investment in Capital Assets	6,420,006.53	6,396,001.53
Unrestricted Net Assets	3,019,690.84	3,261,281.44
Allocation of Net Assets	-2,637,407.62	-2,588,320.07
Net Income	75,940.29	7,722.74
Total Equity	6,878,230.04	7,076,685.64
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,993,293.94</b>	<b>8,920,301.83</b>

Aromas Water District  
Profit & Loss Budget Performance

May 2018

	May 18	Budget	Jul '17 - May 18	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
303 · Water Revenue	104,703.39	95,000.00	981,550.25	940,000.00	1,040,000.00
307 · Bulk Water	148.11	500.00	5,340.72	4,500.00	5,000.00
302 · Connection	0.00	0.00	12,790.00	0.00	12,790.00
301 · Taxes Rcvd	0.00	12,000.00	57,058.15	65,000.00	66,000.00
304 · Misc Income	203.58	0.00	5,353.70	1,500.00	1,600.00
306 · Interest	1,166.00	800.00	9,799.42	8,200.00	9,000.00
312 · Grant Revenue	0.00	0.00	1,725.00	1,500.00	2,000.00
Total Income	106,221.08	108,300.00	1,073,617.24	1,020,700.00	1,136,390.00
Gross Profit	106,221.08	108,300.00	1,073,617.24	1,020,700.00	1,136,390.00
Expense					
Operations					
403 · Fuel	1,150.30	830.00	8,360.30	8,170.00	9,000.00
404 · Truck Maint	30.82	450.00	3,489.84	4,500.00	5,000.00
431 · System Repair & Maint	2,525.27	5,000.00	50,826.58	55,000.00	60,000.00
463 · Water Analysis	220.00	300.00	5,015.00	5,200.00	5,500.00
464 · Water Treatment	1,567.43	800.00	8,451.04	8,700.00	9,500.00
468 · Tools	54.93	500.00	5,120.93	7,000.00	7,500.00
470 · PR/Annexation/Conserve	99.57	200.00	549.52	2,200.00	2,500.00
Total Operations	5,648.32	8,080.00	81,813.21	90,770.00	99,000.00
Power					
449.75 · 388 Blohm, # C	20.28	20.00	168.64	180.00	200.00
449.5 · 388 Blohm, A & B Office	131.63	140.00	1,428.52	1,460.00	1,600.00
461.5 · RLS Tank Booster	9.53	10.00	104.16	110.00	120.00
447 · Leo Ln Booster	33.14	35.00	323.75	365.00	400.00
448 · Aimee Mdws Well	9.53	10.00	104.50	110.00	120.00
451 · Marshall Corp Yard	26.79	40.00	390.50	360.00	400.00
452 · Rea Booster @ Seely	30.61	45.00	282.72	455.00	500.00
454 · Carr Booster	395.75	390.00	4,070.82	4,210.00	4,600.00
458 · Pleasant Acres Well	2,603.80	800.00	11,931.14	9,000.00	10,000.00
459 · Seely Booster @ Carpent...	19.06	25.00	215.20	275.00	300.00
460 · San Juan Well	1,805.77	4,000.00	42,578.69	45,800.00	50,000.00
461 · Cole Tank	12.15	13.00	132.23	137.00	150.00
462 · Rea Tank	12.08	13.00	167.42	137.00	150.00
465 - Lwr Oakridge Boost	55.52	100.00	765.67	700.00	800.00
465.5 - Upper Oakridge Booster	16.31	33.00	278.21	363.00	400.00
466 · Pine Tree Tank	12.17	13.00	132.76	137.00	150.00
Total Power	5,194.12	5,687.00	63,074.93	63,799.00	69,890.00
Payroll					
Gross	30,922.50	33,000.00	378,983.12	385,000.00	417,272.00
Comp FICA	1,914.83	1,900.00	23,461.73	23,257.00	25,157.00
Comp MCARE	447.84	400.00	5,487.06	5,371.00	5,771.00
Comp SUI	94.89	523.00	2,024.53	5,753.00	6,276.00
Total Payroll	33,380.06	35,823.00	409,956.44	419,381.00	454,476.00
Employee / Labor Costs					
407 · Outside Services	250.00	500.00	5,144.12	5,500.00	6,000.00
408 · Uniform Allowance	0.00	0.00	1,005.78	750.00	1,000.00
409 · Workers Comp	629.74	850.00	7,716.90	9,150.00	10,000.00
410 · Health Ins	5,850.31	6,000.00	67,865.68	65,300.00	71,300.00
474 · Education	0.00	500.00	3,792.67	5,500.00	6,000.00
477 · Retirement	5,117.44	5,600.00	60,104.18	61,400.00	67,000.00
Total Employee / Labor Costs	11,847.49	13,450.00	145,629.33	147,600.00	161,300.00

Aromas Water District  
Profit & Loss Budget Performance

May 2018

	May 18	Budget	Jul '17 - May 18	YTD Budget	Annual Budget
Office					
440 · Misc Exp	725.00	400.00	3,331.25	3,600.00	4,000.00
444 · Postage	419.80	350.00	3,338.76	3,650.00	4,000.00
445 · Office Supplies	123.47	400.00	2,325.22	3,600.00	4,000.00
446 · Office Eqpmt and Maint	374.09	600.00	9,513.93	6,900.00	7,500.00
Total Office	1,642.36	1,750.00	18,509.16	17,750.00	19,500.00
Communications					
455 · Phone, Off	382.58	320.00	3,621.17	3,480.00	3,800.00
456 · Telemetry	299.99	300.00	3,287.03	3,300.00	3,600.00
457 · Answ Serv/Cellular Phone	247.68	300.00	2,545.90	3,300.00	3,600.00
Total Communications	930.25	920.00	9,454.10	10,080.00	11,000.00
Administrative & General					
417 · Capital Loan Interest	0.00	0.00	38,398.92	38,400.00	38,400.00
467 · Depreciation Reserve	17,000.00	17,000.00	187,000.00	187,000.00	207,724.00
406 · Liability Ins	1,502.32	1,670.00	872.83	18,330.00	20,000.00
420 · Legal Fees	1,300.00	1,400.00	14,300.00	14,600.00	16,000.00
422 · Bank Charges	132.40	130.00	799.86	1,070.00	1,200.00
423 · Litigation Contingency	0.00	0.00	0.00	0.00	10,000.00
425 · Audit	0.00	0.00	12,200.00	10,500.00	11,500.00
471 · Bad Debts	0.00	0.00	0.00	400.00	400.00
473 · Memberships	0.00	200.00	15,668.17	15,800.00	16,000.00
Total Administrative & General	19,934.72	20,400.00	269,239.78	286,100.00	321,224.00
Total Expense	78,577.32	86,110.00	997,676.95	1,035,480.00	1,136,390.00
Net Ordinary Income	27,643.76	22,190.00	75,940.29	-14,780.00	0.00
Net Income	27,643.76	22,190.00	75,940.29	-14,780.00	0.00

06/22/18

Aromas Water District  
**Monthly Expenditures**  
 May 17 through June 18, 2018

Date	Num	Name	Amount
UB Checking			
05/25/2018	EFT	Bank Service Fees	-132.40
05/29/2018	16738	ADT Security Services, Inc.	-362.61
05/29/2018	16739	CALNET3	-299.99
05/29/2018	16740	CSSC	-79.00
05/29/2018	16741	First Bankcard	-3,556.89
05/29/2018	16742	Mid Valley Supply	-230.87
05/29/2018	16743	Monterey Bay Analytical Services Inc	-154.00
05/29/2018	16744	Rob Johnson	-50.00
05/29/2018	16745	Softline Data, Inc.	-525.00
05/29/2018	16746	United Way serving San Benito County	-38.00
05/29/2018	16747	Valero	-1,025.18
05/29/2018	16748	Viking Septic	-300.00
05/30/2018	E-pay	Employment Development Dept	-619.63
05/30/2018	E-pay	United States Treasury (EFTPS)	-3,554.00
05/30/2018	EFT	CalPERS	-958.80
05/31/2018	DD1218	Morris (P), Vicki	0.00
05/31/2018	DD1219	Coombes (P), Louise P	0.00
05/31/2018	DD1220	DeAlba (P), David	0.00
05/31/2018	DD1221	Giron (P), Ester	0.00
05/31/2018	16749	Gonzales (P), Toleen	-845.30
05/31/2018	DD1222	Johnson (P), Robert L	0.00
05/31/2018	16750	Zelmar (P), Trevor J	-1,997.81
05/31/2018	EFT	QuickBooks Payroll Service	-7,463.68
05/31/2018	ACH	CalPERS	-1,900.56
05/31/2018	16752	USPO	-205.80
05/31/2018	16773	Robert E. Bosso	-1,300.00
06/04/2018	16751	USPO	-64.00
06/04/2018	Paid Online	P G & E	-2,389.07
06/06/2018	EFT	CalPERS	-2,969.24
06/06/2018	16753	ACWA JPIA	-3,276.00
06/06/2018	16754	ACWA JPIA, Emp. Ben. Prog.	-6,914.12
06/06/2018	16755	CALNET3	-262.58
06/06/2018	16756	D & G Sanitation	-80.81
06/06/2018	16757	Mid Valley Supply	-797.87
06/06/2018	16758	R & B Company	-1,170.89
06/06/2018	16759	Recology San Benito County	-34.66
06/06/2018	16760	Salinas Pump Company	-63,647.66
06/06/2018	16761	Spec. Districts Risk Management Auth	0.00
06/06/2018	16762	Streamline	-100.00
06/06/2018	16763	Trevor J. Zelmar	-16.35
06/06/2018	16764	USA BlueBook	-692.67
06/06/2018	16765	Xerox Corp	-17.88
06/08/2018	16766	Aromas Water District (Petty Cash)	-142.63
06/08/2018	16767	USPO	-415.86
06/08/2018	Paid Online	Verizon Wireless	-118.68
06/11/2018	Paid Online	P G & E	-2,787.74
06/13/2018	E-pay	Employment Development Dept	-553.73



06/22/18

Aromas Water District  
**Monthly Expenditures**  
 May 17 through June 18, 2018

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Date	Num	Name	Amount
06/13/2018	E-pay	United States Treasury (EFTPS)	-3,131.58
06/13/2018	16769	ACE Hardware Prunedale	-10.53
06/13/2018	16770	Monterey Bay Analytical Services Inc	-125.00
06/13/2018	16771	Old Firehouse Market	-261.14
06/13/2018	16772	R & B Company	-624.01
06/13/2018	16774	Ryan Ranch Printers	-1,075.53
06/14/2018	EFT	QuickBooks Payroll Service	-8,312.26
06/15/2018	DD1226	Coombes (P), Louise P	0.00
06/15/2018	DD1227	DeAlba (P), David	0.00
06/15/2018	DD1228	Giron (P), Ester	0.00
06/15/2018	DD1229	Johnson (P), Robert L	0.00
06/15/2018	DD1230	Zelmar (P), Trevor J	0.00
06/15/2018	16768	Holman (P), Wayne R	-210.11
06/15/2018	DD1223	Leap (P), James E	0.00
06/15/2018	DD1224	Norton (P), K W	0.00
06/15/2018	DD1225	Smith (P), Richard	0.00
06/15/2018	ACH	CalPERS	-926.60
06/18/2018	ACH	CalPERS	-1,668.07
Total UB Checking			-128,396.79
TOTAL			-128,396.79