



REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA

TUESDAY, January 24, 2023, 7:00 PM

*The Aromas Water District Board of Directors meeting will be held at the District office.
Staff and the public may attend the meeting remotely or in person. Public participation is
encouraged – remote participation instructions are on the following page.*

President- Vicki Morris Vice President- Wayne Holman Director- Wayne Norton Director- Timothy Powers Director- Seth Capron General Manager- Robert Johnson

- I. **CALL TO ORDER**
- II. **ROLL CALL OF DIRECTORS:** President Vicki Morris and Vice President Wayne Holman.
Directors Wayne Norton, Timothy Powers and Seth Capron.
- III. **PLEDGE OF ALLEGIANCE**
- IV. **STATEMENTS OF DISQUALIFICATION**
- V. **ADDITIONS AND DELETIONS**
- VI. **MINUTES:** Review the Minutes of the December 22, 2022, Special 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. **CONSENT CALENDAR** p.6-8
 - A. Consider adopting Resolutions #2023-01, #2023-02, and #2023-03 for outgoing Board members.
- IX. **PRESENTATIONS & REPORTS**
 - A. PRESENTATION OF BOARD MEMBER SERVICE AWARDS
 - B. DIRECTORS' REPORTS
 - C. ATTORNEY'S REPORT
 - D. MANAGER'S REPORT p.9-12
 - E. CORRESPONDENCE p.13
- X. **ACTION ITEMS:**
 - A. **Consider receiving an update on the Board Member Training Plan, and providing direction to staff** p.14-15

Staff will present an update on the Board Member Training Plan, for discussion and Board action
 - B. **Consider discussing Director Norton's request for the District to join the San Benito County Business Council, and providing direction to staff** p.16-18

Staff will introduce this item for discussion and Board action
 - C. **Financial Reports for the Month of December 2022** p.19-24

Including both Assessment Districts, the financial reports show a Total revenue of \$245,869.09; Total expenditures were \$132,822.40 between December 14, 2022, and January 17, 2023. 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 – February 24, 2023
- XIII. **ADJOURNMENT**



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

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/89844400707>

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: 89844400707

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.

Minutes of the Special Meeting of the Aromas Water District Board of Directors December 22, 2022

- I. CALL TO ORDER.** The special meeting of the Aromas Water District Board of Directors was called to order by President Morris on Tuesday, December 22, 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.** Vice President Morris, Directors Holman, Norton and Powers were present; also present was General Manager Johnson and Board Secretary Coombes. Counsel Bosso attended via Zoom.
- III. PLEDGE OF ALLEGIANCE.** Director Norton led the pledge of allegiance.
- IV. ELECTION OF BOARD OF DIRECTORS.** Vice President Morris called for nominations for the position of Vice President. Director Norton nominated Director Holman; seconded by Director Powers. Vice President Morris then called for nominations for the position of President. Director Norton nominated Vice President Morris seconded by Director Powers. All Directors present unanimously approved the nominations.
- V. STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- VI. ADDITIONS AND DELETIONS.** GM Johnson indicated that the closed session scheduled for the end of this meeting may not be necessary after the report during the meeting.
- VII. MINUTES.** The minutes of the November 22, 2022, Board Meeting were presented for review and approval. Vice President Holman moved for approval of the minutes as presented; Director Norton seconded. Minutes were unanimously approved with Directors Holman, Morris, Norton and Powers present.
- VIII. ORAL COMMUNICATION.** There were no public comments.
- IX. PRESENTATIONS & REPORTS**

- A. Director's Report(s).** There were no Director's reports.
- B. Attorney's Report.** Counsel Bosso reported on the new legislation AB2449 regarding teleconferencing for Board Members.
- C. Manager's Report**

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in November 2022 was 6,124,280 gallons; 8% lower than average. This is 18% less than production in 2013 and 21% less than production in 2009. The daily average was 204,143 gallons.

The District has 972 total connected meters.

Carpenteria and San Juan Wells were both used for the entire month and Pleasant Acres was not used. All water testing reports were filed on time and represent satisfactory results.

Operational well levels; Carpenteria Well remains the same as last month. San Juan Well is up one foot. Observational wells; Marshall Well is also up one foot and Aimee Meadows is up four feet.

INCIDENTS

None to report.

ADMINISTRATIVE

Staff & Board Recognition

WUSp Girõn and Operator Smith continue the Valve Marking and Exercising Program in the field as other duties allow, information obtained will then be used to update data in the GIS.

CO DeAlba and Op Smith added an outflow meter at the Upper Oakridge Booster station to gauge the outflow of the booster station.

CO DeAlba and Operator Smith have been working on interior maintenance of the District's Booster stations and communications glitches as needed.

Conservation & Rainfall

Since the beginning of the new rainfall year on October 1, 2022, since then 9.28 inches of precipitation has been recorded by the rain gauge at Chittenden Pass, with 6.60 inches falling in December. Interestingly, in 2020 the total for the entire year was 9.48 inches.

PROJECTS

Response to COVID-19

Governor Newson is calling for the COVID Emergency to end in February 2023.

Orchard Hill Road proposed annexation progress

The group of residents is working to define the area that would be included in the annexation, plus questions have been raised and answered in recent weeks. There is a probability that a public meeting will take place in 2023 to those residents interested or uncertain. Water delivery will be stopped in October 2023 should no further progress be made.

Cole and Rocks Road Annexation

As the process is now complete, customers can start being connected, beginning with those who have been waiting the longest and have already paid their fees.

New Water Source

GM Johnson and Director Holman met with representatives of the Aromas Community Center Foundation Park (ACCF) to discuss purchasing a permanent easement for the new well site; exact suitable locations within the site have been assessed by the hydrogeologist. More on this during the Action Items.

Salary Restructuring Request

Staff have requested that a salary survey be conducted to compare salaries for comparable roles at similar Districts, with a view to salary restructuring. GM Johnson requested an Ad-Hoc Committee be formed in conjunction with an Ad-Hoc Budget Committee.

Correspondence: GM Johnson indicated the correspondence between himself and Ms. Newman of Pleasant Acres regarding the damage to District infrastructure. The resident has now paid her portion of the repair expenses.

GM Johnson also noted the correspondence with I Bekov of Vanir, regarding the cost of repairs to District infrastructure during the Carr Avenue resurfacing work; they have agreed to cover the costs.

President Morris asked about the "Kick-Off" meeting with MNS Engineers regarding the capital facilities plan; GM Johnson elaborated that the meeting focused on data needs, timing, and parameters for the plan. At the meeting held on December 20th, 2022, supply, production and augmentation of the District's system was discussed. One thing that became clear was a lack of back-up power for the Upper Oakridge booster. Since the Oakridge portion of the system has designated funds, the financial consultants (NBS) agreed that the unused funds can be utilized for this purpose.

X. ACTION ITEMS

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

District staff and MNS hold bi-weekly meetings to maintain communication about the project. The loan fund has been obtained and repayments have begun. The test well hole at Marshall Yard has now been correctly destroyed. Further discussion regarding the new potential location will be in closed session.

Director Norton suggested the possibility of replacing a vehicle with an electric vehicle.

Further discussion of the new well site to resume in closed session.

B. Financial Reports for the Month of November 2022

Total Assets / Liabilities & Equity are \$16,387,363.83, of which Total Current Assets are \$10,294,253.45, and Total Fixed Assets are \$5,956,196.38. In Liabilities, the Total Current Liabilities are \$569,675.40, Total Long Term Liabilities now stands at \$9,473,294.61. In the P&L Report, Water Revenue for November was \$127,066.81. Total Expenditures were \$92,048.74 between November 16 to December 13, 2022.

On the graphical representation of the Financials, when compared to the current budget there is 6.1% difference of budgeted revenue versus actual income due to bulk water sales. The Expenditures had a 0.2% difference above budget.

Vice President Holman moved to adopt the Financial Reports as presented; seconded by Director Norton. With Directors Holman, Morris, Norton and Powers present, the Financial Reports were unanimously adopted.

XI. FUTURE MEETINGS & AGENDA ITEMS.

The next meeting date will be Tuesday, January 24, 2023. Future agenda items will include Electrification of District Vehicles and a Board Training schedule to maintain the District of Distinction Award.

President Morris called for the Ad-Hoc Budget Committee to be formed, including a review of the salary survey. The Committee will consist of President Morris and Director Norton along with GM Johnson. This committee will meet to perform a mid-financial year budget and salary review on as well as set the budget for the next financial year.

XII. ADJOURN TO CLOSED SESSION. President Morris adjourned this open meeting at 8:06pm to begin the closed session. Pursuant to California Government Code Section 54956.8 the closed session is to discuss the real property located at 300 Aromas Road, owned by Aromas Community Center Foundation (ACCF).

XIII. RETURN TO OPEN SESSION at 8:39pm. GM Johnson was given direction on the easement purchase.

XIV ADJOURNMENT. President Morris adjourned this meeting at 8:40pm.

Read and approved by: _____
President, Vicki Morris

Attest: _____
Board Secretary, Rob Johnson

Date: _____

Date: _____



RESOLUTION 2023-01

In Appreciation of

Richard Smith

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

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

2014-2022

PASSED AND ADOPTED by the Board of Directors of the Aromas Water District, Aromas, Monterey County, California, at the Regular Meeting, duly held on January 24, 2023

President, Vicki Morris

Vice President, Wayne Holman

Director, Seth Capron

Director, Wayne Norton

Director, Tim Powers

Attest: Robert Johnson, Secretary



RESOLUTION 2023-02

In Appreciation of

James Leap

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

BE IT RESOLVED THAT the members of the Board of Directors of the Aromas Water District hereby proclaim their gratitude and appreciation to James Leap for his service to the community and to the District during his ten year term of office

2012-2022

PASSED AND ADOPTED by the Board of Directors of the Aromas Water District, Aromas, Monterey County, California, at the Regular Meeting, duly held on January 24, 2023

President, Vicki Morris

Vice President, Wayne Holman

Director, Seth Capron

Director, Wayne Norton

Director, Tim Powers

Attest: Robert Johnson, Secretary



RESOLUTION 2023-03

In Appreciation of

Marcus Dutra

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

BE IT RESOLVED THAT the members of the Board of Directors of the Aromas Water District hereby proclaim their gratitude and appreciation to Marcus Dutra for his service to the community and to the District during his twenty-four year term of office

1998-2022

PASSED AND ADOPTED by the Board of Directors of the Aromas Water District, Aromas, Monterey County, California, at the Regular Meeting, duly held on January 24, 2023

President, Vicki Morris

Vice President, Wayne Holman

Director, Seth Capron

Director, Wayne Norton

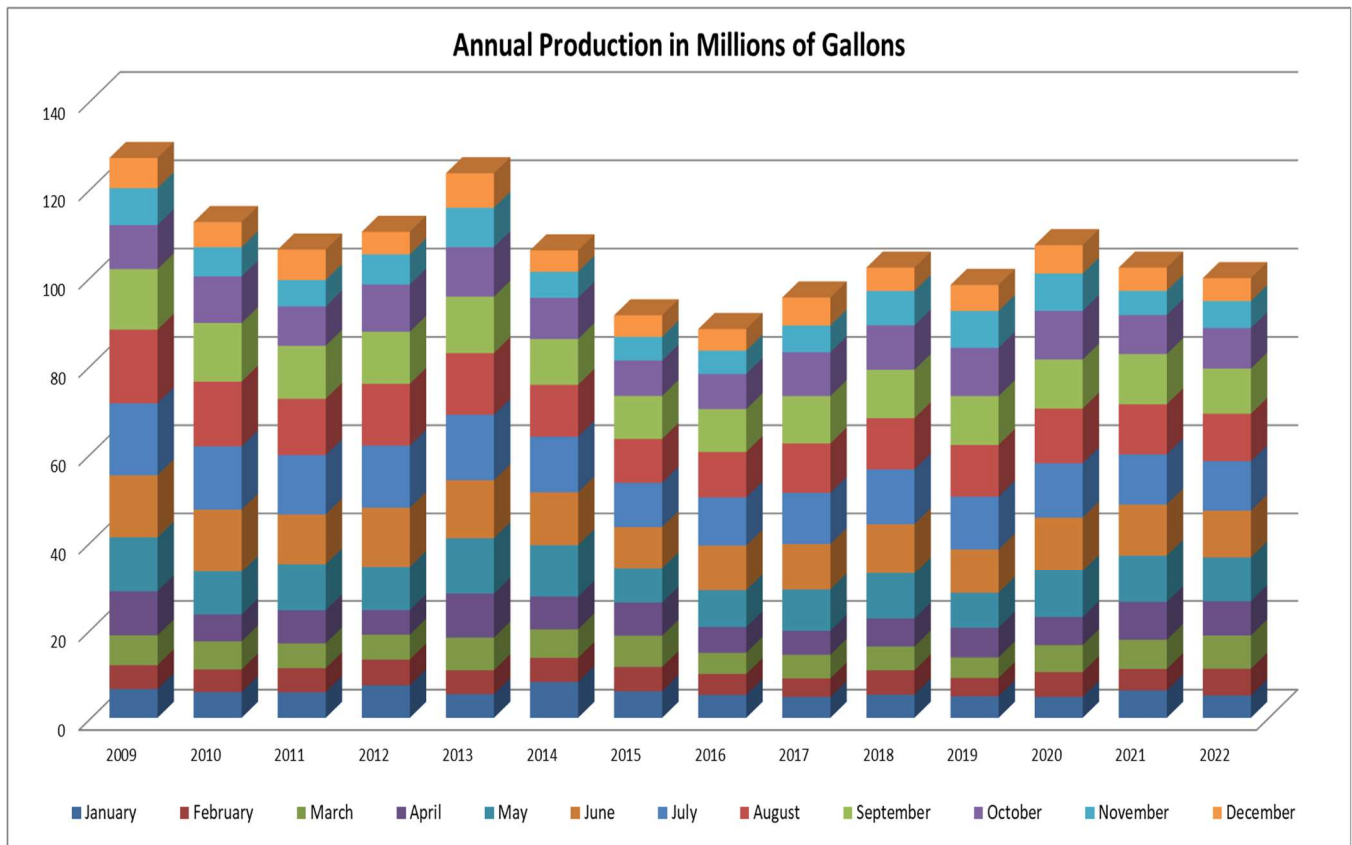
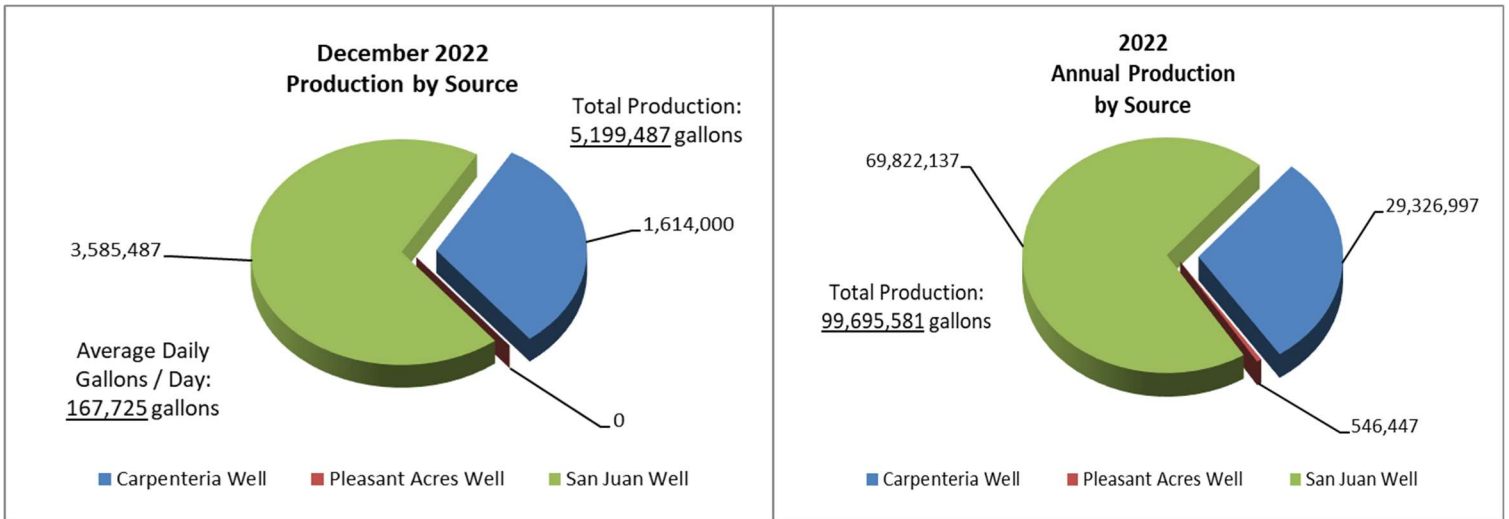
Director, Tim Powers

Attest: Robert Johnson, Secretary

General Manager's Report December 2022



PRODUCTION REPORT



Totals	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Million Gal	106.15	110.17	123.42	105.97	91.27	88.152	95.304	102.07	98.141	107.1	102.07	99.69
Acre Ft	325.7	338.05	378.7	325.16	280.05	270.49	292.43	313.18	301.13	328.8	313.19	305.89

OPERATIONS AND MAINTENANCE REPORT

OPERATIONS:

- There are 972 total meters installed.
- San Juan well was operated the entire month, Carpenteria well was used all but one day, and Pleasant Acres well was not used at all.
- 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 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:

- On January 13, a leak was discovered on a water main off of Seely Avenue. District staff and West Valley were able to repair the leak within a few hours. The amount of water lost is estimated at around 93,000 gallons.

ADMINISTRATIVE REPORT

STAFF & BOARD RECOGNITION:

- ASO Coombes left the District as of January 11, 2023.
- WUSp Girōn 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. This program has been put on hold due to weather conditions.
- CO DeAlba and Operator Smith worked with West Valley to complete the repair off of Seely Avenue mentioned above.
- GM Johnson has been in contact with ACCF representatives regarding starting the negotiation for a purchase price for a permanent easement at the Aromas Community Park. If secured, a test well will be drilled to determine if the site is a good well site.

CONSERVATION UPDATE:

December 2022 water usage figures continue to show a decrease in usage as winter progresses. November's usage was 6,124,280 gallons and December's usage was 5,199,487 gallons, a decrease of 924,793 gallons or about 15.1%.

October 1, 2022, marked the start of a new water year. As of the date of this report (January 18), the rain gauge at Chittenden Pass has recorded 23.52 inches of precipitation for this water year, with 8.48 inches falling this month. As a reminder, last year's precipitation total (October 2021 to September 2022) was 16.60 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 still required for customers to enter, and 2) staff has stopped recording body temperature upon entry to the office.

Note: Governor Newsom is calling for the COVID Emergency to end in February 2023.

2. Orchard Hill Road proposed annexation progress

MNS Engineers released an updated Technical Memorandum (TM) in 2021 that the interested parties have reviewed. The group is working on refining what the project area will look like. GM Johnson has been in discussion with financial advisors to help develop the most accurate information regarding costs of the project. That information will then be disseminated to the group for their decision-making process.

3. Progress on the Cole Road Outreach / Annexation Project

This annexation effort is now complete. Installations will begin in the near future, with priority given to those who have paid their fees already, as well as those who have been waiting the longest.

4. Progress on Finding a New Water Source Project

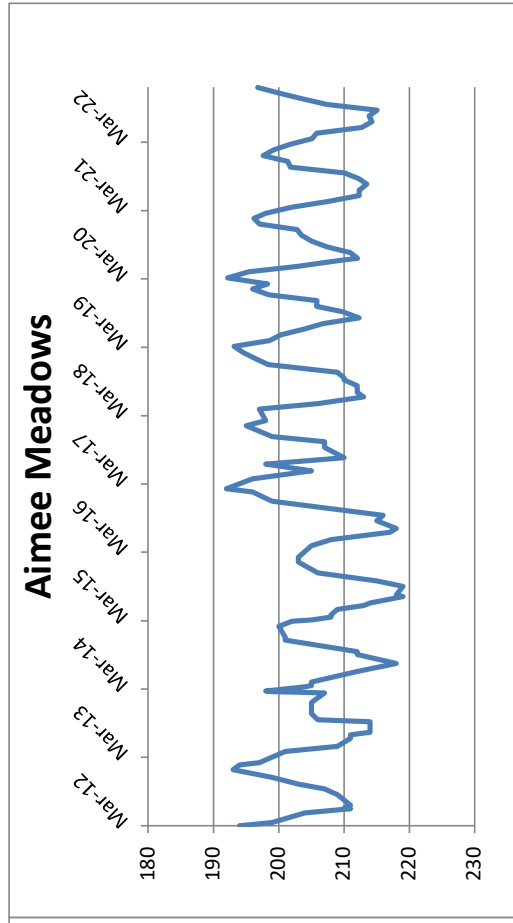
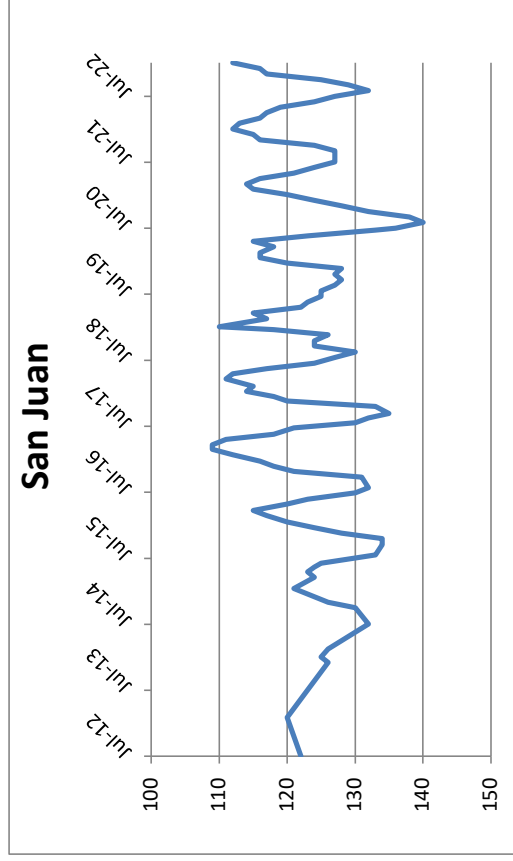
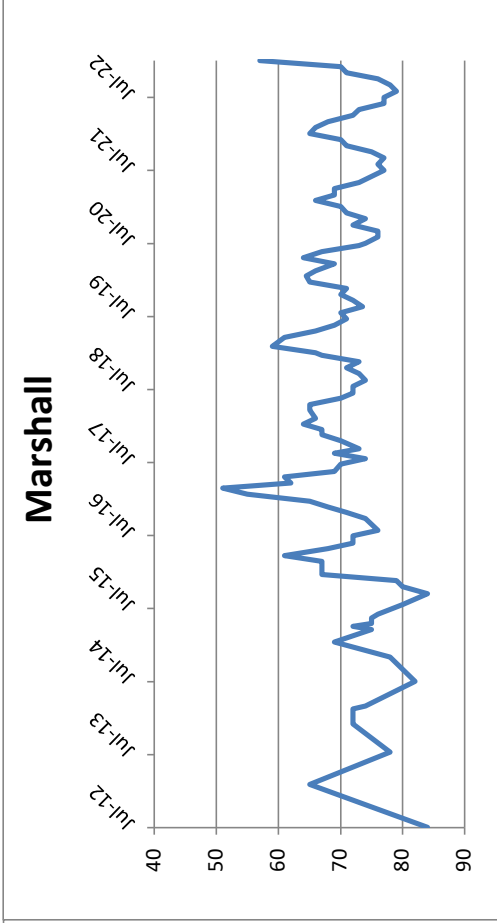
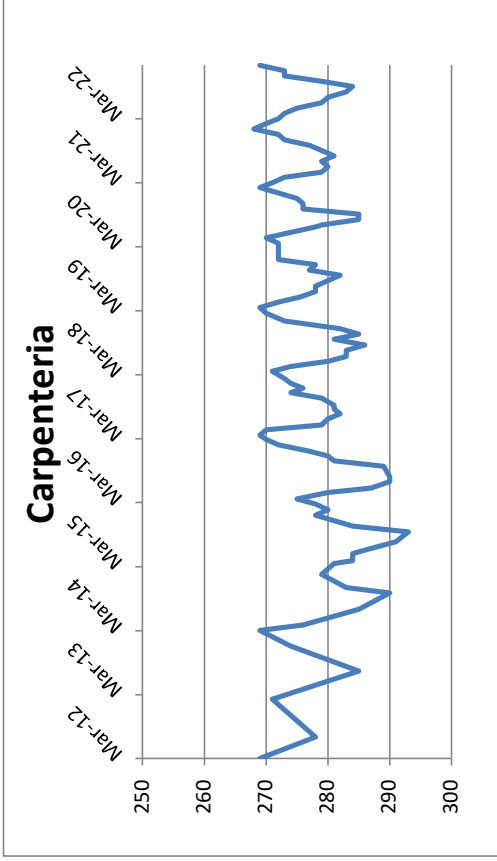
A meeting was held between AWD and ACCF representatives for the purpose of negotiating a price for a possible permanent easement. The ACCF group will meet on Thursday (January 19) to discuss their next steps in the process. Once a price is determined, the drillers can come back and drill a test well to see if the site is a viable one.

5. Salary Restructuring request

Staff has requested management look into a salary restructuring or salary survey, comparing District salaries to those of other similar water districts. GM Johnson has done some preliminary research, which will be taken to an ad-hoc committee of the Board to determine next steps, with a recommendation going to the Full Board for approval and implementation.

Robert Johnson
General Manager
January 18, 2023

Well Water Level Monitoring
 Depth to Water Measurements
 Date: January 13, 2023



CORRESPONDENCE LIST: 12/15/2022 – 01/18/2023

DATE	TYPE	TO	FROM	SUBJECT
12/15/22	E	AWD	J. Cole	Hydrant flow rate request
12/16/22	E	J. Cole	R Johnson, AWD	Hydrant flow rate request response
12/16/22	E	R Johnson, AWD	P. Messina, ACCF	County fire requirements for Aromas Community Park Pavilion
12/19/22	M	R Johnson, AWD	C. Hill, NHA Advisors	2022 Annual G-10 Notice
12/22/22	E	S. Johnson, ACCF	R Johnson, AWD	AWD and ACCF Property Committees Initial Meeting
12/30/22	E	P. Messina, ACCF	R Johnson, AWD	County fire requirements for Aromas Community Park Pavilion
12/30/22	E	R Johnson, AWD	P. Messina, ACCF	County fire requirements for Aromas Community Park Pavilion
01/03/23	E	E. Ferreira, Allterra Solar	R Johnson, AWD	Monitoring Instructions
01/04/23	E	AWD	M. Fehl, Tres Pinos WD	Pay scale comparison
01/06/23	E	J. Tanouye	R Johnson, AWD	Process to connect to the Aromas Water District Water System
01/10/23	E	SWRCB	E Girõn, AWD	Monthly Fe & Mn Field Test Results
01/10/23	E	SWRCB	E Girõn, AWD	January Summary of Coliform Monitoring
01/12/23	E	R Johnson, AWD	P. Messina, ACCF	County fire requirements for Aromas Community Park Pavilion
01/12/23	E	P. Messina, ACCF	R Johnson, AWD	County fire requirements for Aromas Community Park Pavilion
01/12/23	E	R Johnson, AWD	J. Tanouye	Process to connect to the Aromas Water District Water System
01/13/23	E	J. Tanouye	R Johnson, AWD	Process to connect to the Aromas Water District Water System
01/15/23	E	R Johnson, AWD	S. Johnson, ACCF	AWD test well site selection at the Park
01/17/23	E	S. Johnson, ACCF	R Johnson, AWD	AWD test well site selection at the Park
01/17/23	E	C. Hill, NHA Advisors	R Johnson, AWD	Technical Report regarding Orchard Hill possible annexation to Aromas Water District
01/17/23	E	E. Lieu, Orchard Hill	R Johnson, AWD	Orchard Hill possible project
01/17/23	E	M. Fehl, Tres Pinos WD	R Johnson, AWD	Response to request for information regarding pay scales at the Aromas Water District
01/18/23	E	R Johnson, AWD	E. Scholz	Cole Road water
01/18/23	E	E. Scholz	R Johnson, AWD	Cole Road water

Staff Report



To: Board of Directors

Re: Item X.A – Consider receiving an update on the Board member Training Plan, and providing direction to Staff

Date: January 18, 2023

Summary / Discussion

As part of the District’s Strategic Planning, the Board of Directors (BOD) and the General Manager (GM) developed a strategy to increase the effectiveness and efficiency of the District, in both the short and long-term, by participating in specialized training courses. Specifically, the Strategic Plan (Plan) identified a specific section for the BOD, that has two goals; one of them being, “Maintain and Enhance District Board of Directors culture.” This was to be accomplished by: 1) developing new BOD training materials, 2) keeping the BOD current on required trainings, 3) evaluating new opportunities for the BOD members professional development and 4) attending these new training opportunities.

In keeping with this effort, staff developed, and the BOD approved, a Board of Directors’ Policy Manual. While the Policy Manual is not a training document, it does provide guidelines for BOD members in the areas of, 1) conduct, 2) duties of the BOD executives, 3) training, 4) ethics, 5) personnel policies, 6) the election of officers, and 7) investing the District’s resources.

As aforementioned, the GM was also included in these trainings, to facilitate the development of an “Ethic of Excellence” for the District. The establishment of this type of “Consistent Learning Culture” will move the District forward in the years to come. Since implementation of the Plan, the previous BOD members have taken training courses to improve their respective effectiveness. The GM has also participated in the same and additional trainings, as well, and has earned the “Certified Special District Manager” certification. In addition, recently it was announced that the District had achieved the “District of Distinction” accreditation for these and other related efforts. The merits of having and sticking to a plan have paid dividends for the District. These milestones were achieved even with a global COVID pandemic interrupting the process.

It is staff’s recommendation to restart the trainings in earnest, allowing the entire Board to be at the same level and training timing, keeping with the learning and growth process, continuing to build upon recent achievements, and maintaining the “Ethic of Excellence” that has been established.

As the District enters 2023, certain coursework is due for the majority of the BOD. These include the required trainings, “Ethics Compliance Training” (AB 1234), and “Prevention of Sexual Harassment”; both of which are on a two-year cycle. A discussion about other possible trainings may be presented at the Board meeting.

Staff Recommendation

Receive the update report, acquire up-to-date training information, and provide direction to Staff.

Submitted by:
Robert Johnson
General Manager



DIRECTOR/STAFF TRAINING MATRIX 2023

BOARD & EXECUTIVE STAFF TRAINING

Training	Hrs	FQY	2018	2019	2020	2021	2022	2023	2024	2025
Prevention of Sexual Harassment AB 1825 Compliance	2	2 Yr Odd Yrs	WH (Feb)		JL – 4.21.20 RS – 11.16.20	MD – 10.26.21 WH – 10.26.21 VM – 11.9.21	JL – 7.28.22 To renew: RS - Nov (LC emailed RS Re: class Aug 22)	SC/WN/TP to attend asap WH/VM – Nov 2023		
Governance Foundations Modules 1-4	6/ mod					JL - Sept 2021 MD, WH, RS – Sept 2015 VM to find cert?				
Ethics AB 1234 Compliance	2	2 Yr Odd Yrs			MD – 10.19.20 WH – 10.16.20 JL – 10.2.20 RS – 10.6.20 RJ – 10.5.20	VM – 5.6.21	MD, WH, RS to renew in October VM too to synchronize JL -1.26.22 6.17.22 LC emailed BoD re: Class on 10.11.22	All BoD		
Who Does What? Best Practices in Board-Staff Relations	3		10.23.18 MD, WH, JL, WN, RS & RJ					All to update in 2023		
Board Member & District Liability Issues	1						All Completed Jan 25, 2022			
Board Member Best Practices	6						2.2&3.22 – WH/JL/VM/RS/RJ MD did not attend			
What every Board Member Should Know	2?			JL 8.27.19 WH 8.27.19 RS 8.27.19 MD 11.25.19		Good To Have But Optional VM to complete?				

STAFF TRAINING

Training	2017	2018	2019	2020	2021	2022	2023	2024	2025
AB 1825 Compliance (Prevention of Sexual Harassment)			EG (July) LC (July)		NB – 1.14.21 SS (to do) DD (to do)				
Ethics – AB 1234									

Staff Report



To: Board of Directors

Re: Item X.B – Consider discussing Director Norton’s request for the District to join the San Benito County Business Council, and providing direction to staff

Date: January 18, 2023

Summary / Discussion

Staff received an email from Director Norton regarding joining the San Benito Business Council.

There are two attachments that follow this page that are a part of this discussion item.

This is an item for the Board of Directors to discuss and provide direction to staff.

Staff Recommendation

None

Submitted by:

Robert Johnson
General Manager



2022-2023 Member Benefit Levels

Fiscal/Membership Year July 1, 2022 - June 30, 2023

As offered by an overwhelming majority of our members in our annual survey, we have added an annual, **voluntary** contribution of \$250 to assist in supporting the cost of hosting our lunches and event for members and guests (elected officials, regional VIPs). Thank you in advance for your support as this line item comprises approximately 1/3 of our organizational budget and allows us to continue to grow our participation from elected officials, staff and special guests.

\$2500 Sponsoring Member (voting)

- Sponsorship recognition at events and in monthly ENews, local action alerts
- Invitation to attend small group roundtable discussions with elected officials
- Limited, on-call local public affairs diligence and business development support from Executive Director Kristina Chavez Wyatt
- Complimentary luncheons for up to 3 representatives
- Includes \$1500, 100% tax deductible contribution to the Business Council Economic Vitality Fund at the Community Foundation for San Benito Co.
- + \$250 annual voluntary lunch contribution

\$1000 Associate Member (voting)

- Monthly ENews, local action alerts
- Complimentary luncheons for 1 representative
- + \$250 annual voluntary lunch contribution

\$1000 Government/Agency Member (non-voting)

- Monthly ENews, local action alerts
- Complimentary luncheons for up to 3 representative(s) executive staff/board members/elected officials

\$500 Non-Profit Member (non-voting)

- Monthly ENews, local action alerts
- Complimentary luncheons for 1 representative
- + \$250 annual voluntary lunch contribution

Regional Business Organization Trade (equivalent to at least \$1000 value, non-voting)

- Monthly ENews, local action alerts, invitations to member-only meetings and events
- + \$250 annual or \$28/ lunch contribution paid at meetings

\$28/Guest Monthly Lunch Fee

Additional representatives, guests and prospective members are encouraged and welcome to attend our luncheon meetings at \$28 or more depending on the cost of the event. Please contact President Jim Gillio (jim@centralagsupply.net / 4084223308) or Executive Director Kristina Chavez Wyatt (Kristina@sbcbusinesscouncil.com / 8315240408) with questions.



Membership Application

Thank you for your interest in joining the San Benito County Business Council. Upon approval by Business Council Exec Committee members, an invoice for your annual membership dues will be forwarded. Annual memberships dues are due July 1 and prorated as applicable.

Join Date: _____
Referred By: _____

Business Name _____		
Physical Address _____	City _____	Zip _____
Billing Address _____	City _____	Zip _____
Mailing Address _____	City _____	Zip _____
Phone _____	Company Email _____	
Fax _____	Company Website _____	
Main Contact _____		Title _____
Phone (cell preferred) _____	E-mail _____	
LinkedIn _____	Instagram _____	
Year Business Formed _____	Twitter _____	
Full-time Local Employees _____	Part-time Local Employees _____	Total Employees _____

Please provide a brief description of your business. Please submit a JPEG/PNG logo & headshot to Kristina@SBCBusinessCouncil.com

Additional Contacts:

2 nd Contact _____	Email _____
3 rd Contact _____	Email _____
4 th Contact _____	Email _____

How can the Business Council be of most value to you and your organization?

Upon completion, kindly return to your membership application to:

San Benito County Business Council
Kristina Chavez Wyatt, Executive Director
C/O Grace CPAs, LLP 341 First Street
Hollister, CA 95023
Phone: 831.524.0408 Fax: 831.637.6637
Email: Kristina@SBCBusinessCouncil.com

Aromas Water District
Balance Sheet Prev Year Comparison

As of December 31, 2022

	Dec 31, 22	Dec 31, 21
ASSETS		
Current Assets		
Checking/Savings		
UB Checking	164,471.51	147,313.43
UB Bk Money Market xxxx7853	764,290.38	922,294.23
LAIF-State of Ca xx-05	6,574,200.49	837,020.00
Petty Cash	100.00	100.00
Assessment District Banks		
OAWA US Bank 102 Reserve	38,656.13	38,200.99
OAWA Union Bank Checking 7741	18,866.64	47,596.62
Oakridge Union Checking 5587	357,789.57	428,631.71
Total Assessment District Banks	415,312.34	514,429.32
Total Checking/Savings	7,918,374.72	2,421,156.98
Accounts Receivable		
1200 · Accounts Rec - Spec Proj/Taxes	10,353.30	0.00
Total Accounts Receivable	10,353.30	0.00
Other Current Assets		
ACWA Deposit	0.00	2,080.80
1292 · Accounts Rec - USDA Loan	1,988,523.73	2,040,446.37
1291 · Accounts Rec - Orchard Acres	296,431.41	289,594.03
Prepaid Insurance	19,478.85	16,309.04
128 · Inventory	77,997.68	63,177.31
1200.1 · Accounts Receivable--UBMax	121,509.39	113,819.67
1201.9 · Less Allowance for doubtful Acc	-500.00	-500.00
Total Other Current Assets	2,503,441.06	2,524,927.22
Total Current Assets	10,432,169.08	4,946,084.20
Fixed Assets		
1900 · Water System	12,260,853.77	12,087,837.08
1910 · Construction in Progress	273,999.36	21,874.00
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	-7,586,212.75	-7,142,459.75
Total Fixed Assets	5,932,171.93	5,908,752.98
Other Assets		
Deferred Outflow of Resources	136,914.00	149,120.00
Total Other Assets	136,914.00	149,120.00
TOTAL ASSETS	16,501,255.01	11,003,957.18

Aromas Water District
Balance Sheet Prev Year Comparison

As of December 31, 2022

	Dec 31, 22	Dec 31, 21
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	41,628.73	34,348.61
Total Accounts Payable	41,628.73	34,348.61
Credit Cards		
First Bankcard - S Smith #0239	1,075.95	619.52
First Bankcard - E Giron #1086	0.00	106.35
First Bankcard -R.Johnson #9031	0.00	304.07
First Bankcard-L Coombes #3294	9.41	92.29
First Bankcard - D DeAlba #2486	410.72	0.99
Valero Fleet	62.02	397.20
Total Credit Cards	1,558.10	1,520.42
Other Current Liabilities		
Accrued Sick Payable	5,016.44	3,177.04
Accrued Wages Payable	8,814.19	19,565.97
Current Portion City National	44,727.68	72,912.25
2100 · Payroll Liabilities	158.13	188.53
Deferred Inflows- Actuarial	335,224.00	4,337.00
CUSTOMER DEPOSITS		
Connection Deposits Payable	17,500.00	2,000.00
Hydrant Meter Deposit	14,405.38	800.00
Total CUSTOMER DEPOSITS	31,905.38	2,800.00
Accrued Vacation Payable	44,338.03	34,129.54
Interest Payable	62,675.00	0.00
PVWMA Payable	4,894.97	25,503.42
Total Other Current Liabilities	537,753.82	162,613.75
Total Current Liabilities	580,940.65	198,482.78
Long Term Liabilities		
Truist Bank	5,635,404.00	0.00
2392 · Long-term Debt - USDA (Oakrdge)	2,395,739.90	2,433,739.90
2391 · Long-term Debt - Orchard Acres	365,000.00	370,000.00
GASB 68 Pension Liability	384,014.00	608,060.00
City National Bank	693,136.71	750,538.78
Total Long Term Liabilities	9,473,294.61	4,162,338.68
Total Liabilities	10,054,235.26	4,360,821.46
Equity		
Investment in Capital Assets	6,420,006.53	6,420,006.53
Unrestricted Net Assets	2,618,538.53	2,751,025.55
Allocation of Net Assets	-2,637,574.59	-2,637,574.59
Net Income	46,049.28	109,678.23
Total Equity	6,447,019.75	6,643,135.72
TOTAL LIABILITIES & EQUITY	16,501,255.01	11,003,957.18

Aromas Water District
Profit & Loss Budget Performance

Accrual Basis

December 2022

	Dec 22	Budget	Jul - Dec 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
303 · Water Revenue	89,993.11	86,000.00	776,679.69	792,500.00	1,584,700.00
307 · Bulk Water	1,314.52	750.00	17,229.44	4,500.00	9,000.00
302 · Connection	0.00	0.00	30,800.00	32,340.00	80,850.00
301 · Taxes Rcvd - AWD					
3090 · Oakridge / OAWA Assessments	91,527.22	89,200.00	97,959.22	89,200.00	178,400.00
301 · Taxes Rcvd - AWD - Other	51,362.79	38,000.00	52,799.78	38,000.00	76,000.00
Total 301 · Taxes Rcvd - AWD	142,890.01	127,200.00	150,759.00	127,200.00	254,400.00
304 · Other Office Income & Reimburse	143.00	125.00	11,286.97	750.00	1,500.00
306 · Interest	11,528.45	400.00	51,141.32	2,400.00	4,800.00
312 · Grant Revenue	0.00	0.00	1,200.00	1,000.00	1,000.00
Total Income	245,869.09	214,475.00	1,039,096.42	960,690.00	1,936,250.00
Gross Profit	245,869.09	214,475.00	1,039,096.42	960,690.00	1,936,250.00
Expense					
Operations					
403 · Fuel	1,744.18	825.00	12,754.15	9,075.00	16,500.00
404 · Truck Maint	727.66	688.00	4,733.39	4,122.00	8,250.00
431 · System Repair & Maint	1,477.52	6,416.00	51,149.79	38,496.00	77,000.00
463 · Water Analysis	164.00	596.00	3,219.00	3,574.00	7,150.00
464 · Water Treatment	3,240.00	1,100.00	17,534.13	12,100.00	22,000.00
468 · Tools	179.00	688.00	1,517.33	4,128.00	8,250.00
470 · Public Outreach / Annexation	0.00	350.00	4,711.81	2,100.00	33,000.00
Total Operations	7,532.36	10,663.00	95,619.60	73,595.00	172,150.00
Power					
449.75 · 388 Blohm, # C	41.64	22.00	310.92	242.00	440.00
449.5 · 388 Blohm, A & B Office	141.51	94.00	328.04	1,028.00	1,870.00
461.5 · RLS Tank Booster	10.18	8.00	-22.45	91.00	165.00
447 · Leo Ln Booster	59.77	33.00	306.42	363.00	660.00
448 · Aimee Mdws Well	9.53	8.00	-23.72	91.00	165.00
451 · Marshall Corp Yard	44.07	28.00	171.46	300.00	550.00
452 · Rea Booster @ Seely	71.67	34.00	322.32	379.00	688.00
454 · Carr Booster	459.85	380.00	4,109.26	4,174.00	7,590.00
458 · Pleasant Acres Well	77.12	100.00	592.71	1,100.00	2,000.00
459 · Seely Booster @ Carpenteria	23.82	275.00	1,528.42	3,025.00	5,500.00
460 · San Juan Well	4,805.11	3,465.00	35,690.66	38,115.00	69,300.00
461 · Cole Tank	12.95	11.00	82.04	122.00	220.00
462 · Rea Tank	13.69	11.00	6.43	122.00	220.00
465 - Lwr Oakridge Boost	89.29	83.00	569.68	905.00	1,650.00
465.5 - Upper Oakridge Booster	0.00	0.00	150.00	150.00	770.00
466 · Pine Tree Tank	13.65	11.00	-2.23	122.00	220.00
Total Power	5,873.85	4,563.00	44,119.96	50,329.00	92,008.00
Payroll					
Gross	55,450.10	37,080.00	236,768.40	222,478.00	444,958.00
Comp FICA	2,400.84	2,299.00	13,684.43	13,793.00	27,587.00
Comp MCARE	821.31	538.00	3,474.23	3,224.00	6,452.00
Comp SUI	24.01	182.00	118.82	1,096.00	2,188.00
Payroll Expenses	965.60		1,770.64		
Total Payroll	59,661.86	40,099.00	255,816.52	240,591.00	481,185.00
Employee / Labor Costs					
407 · Outside Services	459.21	583.00	1,853.24	3,502.00	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	2,517.78	6,652.00	13,306.00
410 · Health Ins	7,756.65	5,949.00	42,499.17	35,693.00	71,387.00
474 · Education	0.00	667.00	1,901.97	3,998.00	8,000.00
477 · Retirement	4,568.49	3,500.00	85,235.68	83,000.00	104,015.00
Total Employee / Labor Costs	13,203.98	11,808.00	134,297.28	133,145.00	207,708.00
Office					
440 · Misc Exp	2,930.00	367.00	6,995.91	2,198.00	4,400.00
444 · Postage	295.74	315.00	1,932.38	1,890.00	4,400.00
445 · Office Supplies	117.02	367.00	868.70	2,202.00	4,400.00
446 · Office Eqpmt and Maint	134.75	900.00	4,301.50	8,000.00	16,500.00
Total Office	3,477.51	1,949.00	14,098.49	14,290.00	29,700.00

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Aromas Water District
Profit & Loss Budget Performance

Accrual Basis

December 2022

	Dec 22	Budget	Jul - Dec 22	YTD Budget	Annual Budget
Communications					
455 · Phone, Off	528.09	417.00	3,172.42	2,498.00	5,000.00
456 · Telemetry	780.75	625.00	4,684.50	3,750.00	7,500.00
457 · Answ Serv/Cellular Phone	337.51	350.00	2,082.89	2,100.00	4,200.00
Total Communications	1,646.35	1,392.00	9,939.81	8,348.00	16,700.00
Administrative & General					
4591 · Admin Fee (Bond Admin NBS)	985.24	1,000.00	1,970.48	2,000.00	5,200.00
4590 · Bond Interest Exp - Assess Dist	0.00	0.00	59,399.79	64,600.00	128,000.00
417 · Capital Loan Interest	0.00	0.00	44,779.49	51,650.00	149,700.00
467 - Depreciation Reserve	47,017.00	47,017.00	282,098.00	282,098.00	564,199.00
405 · Election	0.00	0.00	0.00	5,000.00	5,000.00
406 · Liability Ins	2,129.02	1,667.00	12,233.88	9,998.00	20,000.00
420 · Legal Fees	1,400.00	1,417.00	9,224.26	8,498.00	17,000.00
422 · Bank Charges	136.80	167.00	834.80	998.00	2,000.00
423 · Litigation Contingency	0.00	833.00	0.00	5,002.00	10,000.00
425 · Audit	0.00	1,100.00	12,630.00	6,600.00	13,200.00
471 · Bad Debts	0.00	42.00	0.00	248.00	500.00
473 · Memberships	0.00	0.00	15,984.78	13,725.00	22,000.00
Total Administrative & General	51,668.06	53,243.00	439,155.48	450,417.00	936,799.00
Total Expense	143,063.97	123,717.00	993,047.14	970,715.00	1,936,250.00
Net Ordinary Income	102,805.12	90,758.00	46,049.28	-10,025.00	0.00
Net Income	102,805.12	90,758.00	46,049.28	-10,025.00	0.00

01/19/23

Aromas Water District
Monthly Expenditures
 December 14, 2022 through January 17, 2023

Date	Num	Name	Amount
UB Checking			
12/14/2022	E-pay	Employment Development Dept	-680.37
12/14/2022	E-pay	United States Treasury (EFTPS)	-3,510.60
12/14/2022	19084	DeAlba (P), David	-1,681.68
12/14/2022	DD1893	Giron (P), Ester	0.00
12/14/2022	DD1894	Johnson (P), Robert L	0.00
12/14/2022	E-pay	Employment Development Dept	-154.73
12/14/2022	E-pay	United States Treasury (EFTPS)	-865.50
12/15/2022	EFT	QuickBooks Payroll Service	-7,746.10
12/15/2022	EFT	QuickBooks Payroll Service	-3,420.94
12/15/2022	EFT	Intuit	-89.21
12/15/2022	EFT	CalPERS	-850.24
12/16/2022	DD1886	Bowman (P), Naomi	0.00
12/16/2022	DD1887	Coombes (P), Louise P	0.00
12/16/2022	19080	DeAlba (P), David	-2,913.74
12/16/2022	DD1888	Giron (P), Ester	0.00
12/16/2022	DD1889	Johnson (P), Robert L	0.00
12/16/2022	19081	Smith (P), Shaun	-1,446.60
12/16/2022	19082	Dutra (P), Marcus	-243.64
12/16/2022	19083	Holman (P), Wayne R	-243.64
12/16/2022	DD1890	Leap (P), James E	0.00
12/16/2022	DD1891	Morris (P), Vicki	0.00
12/16/2022	DD1892	Smith (P), Richard	0.00
12/16/2022	EFT	CalPERS	-2,632.13
12/20/2022	Pd Online	Charter Communications - Spectrum	-97.98
12/28/2022	E-pay	Employment Development Dept	-678.82
12/28/2022	E-pay	United States Treasury (EFTPS)	-3,409.64
12/29/2022	EFT	QuickBooks Payroll Service	-7,015.64
12/29/2022	EFT	CalPERS	-2,642.00
12/29/2022	EFT	CalPERS	-894.05
12/30/2022	DD1895	Bowman (P), Naomi	0.00
12/30/2022	DD1896	Coombes (P), Louise P	0.00
12/30/2022	19085	DeAlba (P), David	-2,913.76
12/30/2022	DD1897	Giron (P), Ester	0.00
12/30/2022	DD1898	Johnson (P), Robert L	0.00
12/30/2022	19086	Smith (P), Shaun	-1,534.39
12/30/2022	EFT	Bank Service Fees	-154.80
01/03/2023	19087	Ben Bingaman	-3,500.00
01/03/2023	19088	ARB, Inc.	-3,105.38
01/03/2023	19089	Peter Mu	-150.00
01/03/2023	19090	ACE Hardware Prunedale	-90.38
01/03/2023	19091	CALNET3	-306.75
01/03/2023	19092	Costco Wholesale	-60.00
01/03/2023	19093	CSSC	-115.00
01/03/2023	19094	Ferguson Enterprise#3325 DBA POLLARDWAT...	-61.11
01/03/2023	19095	HydroPro Solutions	-118.93
01/03/2023	19096	Mid Valley Supply	-3,240.00
01/03/2023	19097	MNS Engineers Inc.	-1,971.50
01/03/2023	19098	Monterey Bay Analytical Services Inc	-164.00
01/03/2023	19099	Pajaro Valley Lock Shop	-52.39
01/03/2023	19100	Rob Johnson	-50.00
01/03/2023	19101	Shaun Smith	-47.97
01/03/2023	19102	State Water Resource Control Board, SWRCB	-9,205.84
01/03/2023	19103	United Way serving San Benito County	-32.00
01/03/2023	19104	Xerox Corp	-17.26

01/19/23

Aromas Water District
Monthly Expenditures
 December 14, 2022 through January 17, 2023

Date	Num	Name	Amount
01/03/2023	19105	XIO, INC.	-474.00
01/03/2023	Pd Online	P G & E	-5,688.81
01/03/2023	Pd Online	Verizon Wireless	-172.51
01/04/2023	NSF	Bill Adjustment Report	-539.06
01/06/2023	19106	USPO	-253.33
01/06/2023	Pd Online	Valero Fleet	-385.39
01/09/2023	Pd Online	First Bankcard	-2,800.37
01/10/2023	E-pay	Employment Development Dept	-699.03
01/10/2023	E-pay	United States Treasury (EFTPS)	-4,135.34
01/10/2023	E-pay	Employment Development Dept	-72.10
01/11/2023	E-pay	Employment Development Dept	-6.00
01/11/2023	E-pay	United States Treasury (EFTPS)	-101.94
01/11/2023	DD1907	Coombes (P), Louise P	0.00
01/12/2023	EFT	QuickBooks Payroll Service	-7,465.49
01/12/2023	EFT	QuickBooks Payroll Service	-164.56
01/12/2023	EFT	QuickBooks Payroll Service	-1,673.21
01/13/2023	DD1899	Bowman (P), Naomi	0.00
01/13/2023	DD1901	Giron (P), Ester	0.00
01/13/2023	DD1902	Johnson (P), Robert L	0.00
01/13/2023	19107	DeAlba (P), David	-3,011.65
01/13/2023	19108	Smith (P), Shaun	-1,715.50
01/13/2023	DD1900	Coombes (P), Louise P	0.00
01/13/2023	DD1905	Powers (P), Timothy W	0.00
01/13/2023	19109	Holman (P), Wayne R	-244.18
01/13/2023	DD1903	Morris (P), Vicki	0.00
01/13/2023	DD1904	Norton (P), K W	0.00
01/13/2023	EFT	CalPERS	-853.35
01/13/2023	EFT	CalPERS	-2,637.63
01/13/2023	DD1906	Coombes (P), Louise P	0.00
01/13/2023	NSF	Bill Adjustment Report	-117.40
01/13/2023	NSF	Bill Adjustment Report	-174.35
01/17/2023	19110	ACE Hardware Prunedale	-34.26
01/17/2023	19111	ACWA JPIA, Emp. Ben. Prog.	-7,528.77
01/17/2023	19112	Aromas Water District (Petty Cash)	-280.00
01/17/2023	19113	CALNET3	-430.11
01/17/2023	19114	Core & Main (Formerly HD Supply)	-121.83
01/17/2023	19115	Ferguson Enterprise#3325 DBA POLLARDWAT...	-61.11
01/17/2023	19116	Monterey Bay Solutions, LLC	-225.00
01/17/2023	19117	Old Firehouse Market	-1,456.16
01/17/2023	19118	PVWMA	-20,616.57
01/17/2023	19119	Recology San Benito County	-60.58
01/17/2023	19120	Shaun Smith	-80.57
01/17/2023	19121	Streamline	-100.00
01/17/2023	Pd Online	P G & E	-333.53
Total UB Checking			-132,822.40
TOTAL			-132,822.40