

REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

TUESDAY, March 23, 2021, 7:00 PM

Notice of Zoom Meeting

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

Pursuant to Governor Newsom's March 17, 2020 Executive Order N-29-20 regarding COVID-19, members of the Aromas Water District Board of Directors, staff and public may participate in this meeting via Zoom. Instructions on the following page.

- I. **CALL TO ORDER**
- II. **ROLL CALL OF DIRECTORS:** President Jim Leap, Vice President Vicki Morris, Directors, Marcus Dutra, Richard Smith, and Wayne Holman.
- III. **PLEDGE OF ALLEGIANCE**
- IV. **STATEMENTS OF DISQUALIFICATION**
- V. **ADDITIONS AND DELETIONS**
- VI. **MINUTES:** Motion to approve the Minutes of the February 23, 2021 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 (3) minutes. The public may comment on listed Action and Public Hearing items at the time they are considered by the Board.*
- VIII. **PRESENTATIONS & REPORTS**
 - A. DIRECTORS' REPORTS
 - B. ATTORNEY'S REPORT
 - C. MANAGER'S REPORT p.6-9
 - D. CORRESPONDENCE p.10
- IX. **ACTION ITEMS:**
 - A. **Consider receiving a report regarding the possible annexation of one parcel located on Cole Road, possibly adopting Resolution #2021-02, initiating the annexation process, and providing direction to Staff.** p.11-13
Staff will present a report on the possible annexation of 1081 Cole Road, for discussion and Board action.
 - B. **Financial Reports for the Month of February 2021** p.14-19
Including both Assessment Districts, the financial reports show a Total Revenue of \$79,692.30; Total expenditures were \$62,570.87 between February 18, 2021 and March 16, 2021. These financials and monthly expenditures will be presented for discussion and approval.
 - C. **Adjourn to Closed Session**
As permitted by Government Code Section 54956.9, the Board will adjourn to closed session to discuss personnel matters.
 - a. *Performance Evaluation – General Manager*
 - D. **Return to Open Session**
Statement of any action from Closed Session
- X. **FUTURE MEETINGS & AGENDA ITEMS** Next meeting – April 27, 2021
- XI. **ADJOURNMENT**

Next Res. # 2021-03

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



Zoom Meeting Instructions

In order to protect the health and safety of the public and Aromas Water District employees, the District office located at 388 Blohm Avenue, Aromas, CA 95004 has been closed to the public until further notice. In accordance with EO N-29-20, the public may participate in the District's Board meeting by teleconference or web conference via the instructions provided below.

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

www.aromaswaterdistrict.org.

This meeting is being held via Zoom and all attendees are muted by default. To join the meeting from a computer, tablet, or smartphone via the Zoom app (free at <http://www.zoom.us>), click the link on the meeting date and time: <https://us02web.zoom.us/j/86520728045>

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: 86520728045

If you would like to speak during the public comment portion of the meeting, you have the following options:

1. **Online** – raise your hand or use the Q&A panel to submit written comments.
2. **Phone** – press *9 to raise your hand, *6 to send a request to be unmuted to submit verbal comments.

The meeting officially will start at 7:00pm, though remote access will be open 15 minutes before the start of the meeting.

Public engagement is important to the District, and meeting remotely is an evolving process.

We appreciate everyone's understanding as we work through this together.

**Minutes of the Regular Meeting of
the Aromas Water District Board of Directors
February 23, 2021**

- I. CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Leap on Tuesday, February 23, 2021 at 7:00 p.m. online via Zoom.
- II. ROLL CALL.** President Leap, Vice President Morris and Directors Dutra, Holman and Smith were present. Also in attendance were General Manager Johnson, Counsel Bosso and Board Secretary Coombes.
- III. PLEDGE OF ALLEGIANCE.** President Leap led the pledge of allegiance.
- IV. STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. ADDITIONS AND DELETIONS.** There were no additions to, or deletions from, the Agenda.
- VI. MINUTES.** The minutes of the January 26, 2021 Board Meeting were presented for review and approval. Director Smith moved for approval of the minutes seconded by Vice President Morris. Minutes were approved by roll-call vote with all Directors present.
- VII. ORAL COMMUNICATION.** There were no public comments.

VIII. REPORTS/PRESENTATIONS

A. Director's Report(s). None.

B. Attorney's Report. Counsel Bosso mentioned that the process of obtaining well permits could become more difficult in the future due to two recent California Supreme Court cases: Pelihan Hills Water District in which the adjudication of the Antelope Valley Watershed took almost twenty years to decide, nine of which were taken up in just deciding the limits of the aquifer, and then, after almost everyone had agreed, Phelihan Hill appealed the decision so it kept going. The second cases involved Stanislaus County; previously, the appellate courts had held in a San Luis Obispo case that the issuance of a well permit was "ministerial" so that no environmental impact (CEQA) studies were necessary. The California Supreme Court, however, took a similar case from Stanislaus County, and ruled that since some areas of well permits require judgment (e.g. proximity to other water sources, contamination sites, etc.) that they are not totally ministerial and, in some cases, may require an environmental review process and environmental documents.

C. Manager's Report

OPERATIONS

Production & Well Levels

GM Johnson reported total production in January 2021 was 6,203,270 gallons, with a daily average of 200,105 gallons per day. As usual, the majority of this month's pumping came from San Juan Well, however, Carpentaria Well was also in use for all but one day. The stacked graph demonstrates that the level for January 2021 was higher than January 2020.

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

Reporting on operational well levels, all are currently recharging nicely; Carpentaria Well is up three feet; San Juan Well is up five feet. Observational well levels; Marshall Well is up four feet; and Aimee Meadows Well is up one foot.

MAINTENANCE

Incidents

No incidents in the last month.

ADMINISTRATIVE

Staff & Board Recognition

CSR Bowman, WUSp Giron and GM Johnson continue to refine the effectiveness of the billing process during the time that the office is closed to the public.

ASO Coombes continues to work on the District mapping; correcting errors and updating information as time allows.

ASO Coombes is preparing the data necessary to complete the annual DRINC report as well as completing the annual CCR report.

WUSp Girõn is reviewing Operational processes to see where opportunities for increased efficiency may lie.

CO DeAlba and Op Smith continue to work on replacing broken meters.

Further to the CalOES “Community Power Resiliency Allocation to Special District Program” grant that GM Johnson applied for last month; unfortunately the District has not been awarded this grant and the appeal process was too restrictive (funds were primarily aimed at disadvantaged communities, which Aromas is not).

GM Johnson has scheduled a tour of the District’s facilities for SDRMA on March 24, 2021, in which the primary objective is their analysis of risk. President Leap offered to accompany the tour should this be appropriate.

Conservation & Rainfall

Since the beginning of the new rainfall year on October 1, 2020, and up to February 16, 2021 there has been a total of 7.44” so far, with 0.6” falling in February.

Projects

Response to COVID-19 Virus

GM Johnson continues to monitor and implement appropriate actions based on the ever-changing situation. The COVID-19 Prevention Plan is complete and will be presented later in this meeting.

Technology Upgrade - SCADA

The electrical installations continue as the availability of the electrician allows. Carr and Cole tanks and Carr Booster are complete. Oakridge Boosters, Carpenteria Well, Rea Tank and Rea Booster components have been installed and tested. Remaining elements are San Juan Well and Cole Booster.

Orchard Hill Road Proposed Annexation

Further to conversations between GM Johnson and a representative for the Orchard Hill residents, the interim solution is proving challenging as Cole Tank has to be at a certain level to provide the necessary pressure to reach that area. The District will continue the temporary supply through the Summer of 2021, but a definitive list of interested parties is expected before Fall; several residents are currently interested and more are probable. Vice President Morris suggested that the homeowners should commit funds to share the cost of a preliminary engineering report to assess project feasibility and cost.

Red Barn Fire Suppression System

Director Dutra enquired as to the progress of this project; GM Johnson informed the Board that despite instructing MPE (the Red Barn appointed Engineering Firm) to provide a weeks’ notice for oversight of the connection, they had called on the morning they were planning to connect and no staff were available for oversight, so the connection has not yet occurred. GM Johnson awaits a call from MPE to schedule the connection.

Correspondence: GM Johnson highlighted two letters to R Espinosa and C McKee (San Benito and Monterey County Admin Officers, respectively) expressing interest in participating in the Emergency Rental Assistance Program. This will allow District staff to provide information for potential relief for customers experiencing financial difficulty due to COVID-19. Secondarily, letters to the Senate and House of Representatives indicate support of legislation for the COVID-19 relief fund package for Special Districts currently being drafted by Congress. Director Dutra asked about the letter from NV5 regarding the Rocks Road project. GM Johnson said they were redrafting the drawings based on the decision made by the Board at the January meeting and they were yet to be received here at the District.

IX. ACTION ITEMS

A. Consider adopting the Aromas Water District’s Employee Handbook, February 2021

The original Employee Handbook was adopted in 2011 and much has changed in 10 years; two iterations have been made in the intervening years and this is a third to include new and updated items such as the District’s mission, culture and values; document the District’s expectations of employees and inform them of benefits offered by working at the District. The new version also ensures compliance with State and Federal laws as well as clearly communicating key District policies. The details of this iteration are listed in the table at the back of the document. Currently emphasized in red are changes to the Mission Statement section, the addition of a section on Guiding Principles, inclusion of the California Family Rights Act and a definition of the role of the General Manager.

The new version has been reviewed by ACWA JPIA, Counsel Bosso and the District Ad-Hoc Personnel Committee and once Board approval is obtained, it will be distributed to the Employees where there is an acknowledgment of receipt page to be signed and returned for personnel records.

A motion was made by Director Holman to adopt the February 2021, Version 4.0 of the Employee Handbook as presented, seconded by Director Dutra. Both Director Smith and Vice President Morris recognized how much effort had been involved in updating to the new version. The report was unanimously adopted by roll-call vote with all Directors present.

B. Consider adopting the Aromas Water District’s COVID-19 Prevention Plan (CPP)

GM Johnson proposed a CPP, which is required by Cal/OSHA, with a focus on prevention of COVID-19 at the workplace (where possible) including protection of an employee’s identity and medical information by compliance with ADA and HIPAA laws. The CPP identifies and evaluates potential COVID-19 hazards, then correction and control of those hazards with existing safety measures and further training as well as activities in the event of a case or outbreak at or in the AWD facilities.

A motion was made by Director Dutra to adopt the COVID-19 Prevention Plan as presented, seconded by Director Smith. The report was unanimously adopted by roll-call vote with all Directors present.

C. Financial Reports for the Month of January 2021

On the **Balance Sheet**, *Total Assets / Liabilities & Equity* are \$11,027,322.78, of which *Total Current Assets* are \$4,591,087.80, and *Total Fixed Assets* are \$6,295,295.98. In *Liabilities*, the *Total Current Liabilities* are \$211,602.43 and *Long-Term Liabilities* are \$4,457,317.32.

In the **P&L Report**, *Water Revenue* for January was \$93,985.87. Total **Expenditures** were \$67,084.94 between January 21 through February 17, 2021.

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

X. FUTURE MEETINGS & AGENDA ITEMS. The next meeting will be on Tuesday, March 23, 2021.

Topics for the next meeting include the GM Evaluation. Ad Hoc Committee meetings are to be arranged for the Expense and Capital Budget as well as a revamp of the GM Evaluation process.

XI. ADJOURNMENT. President Leap adjourned the meeting at 8:30pm until Tuesday, March 23, 2021.

Read and approved by: _____
President, Jim Leap

Attest: _____
Board Secretary, Louise Coombes

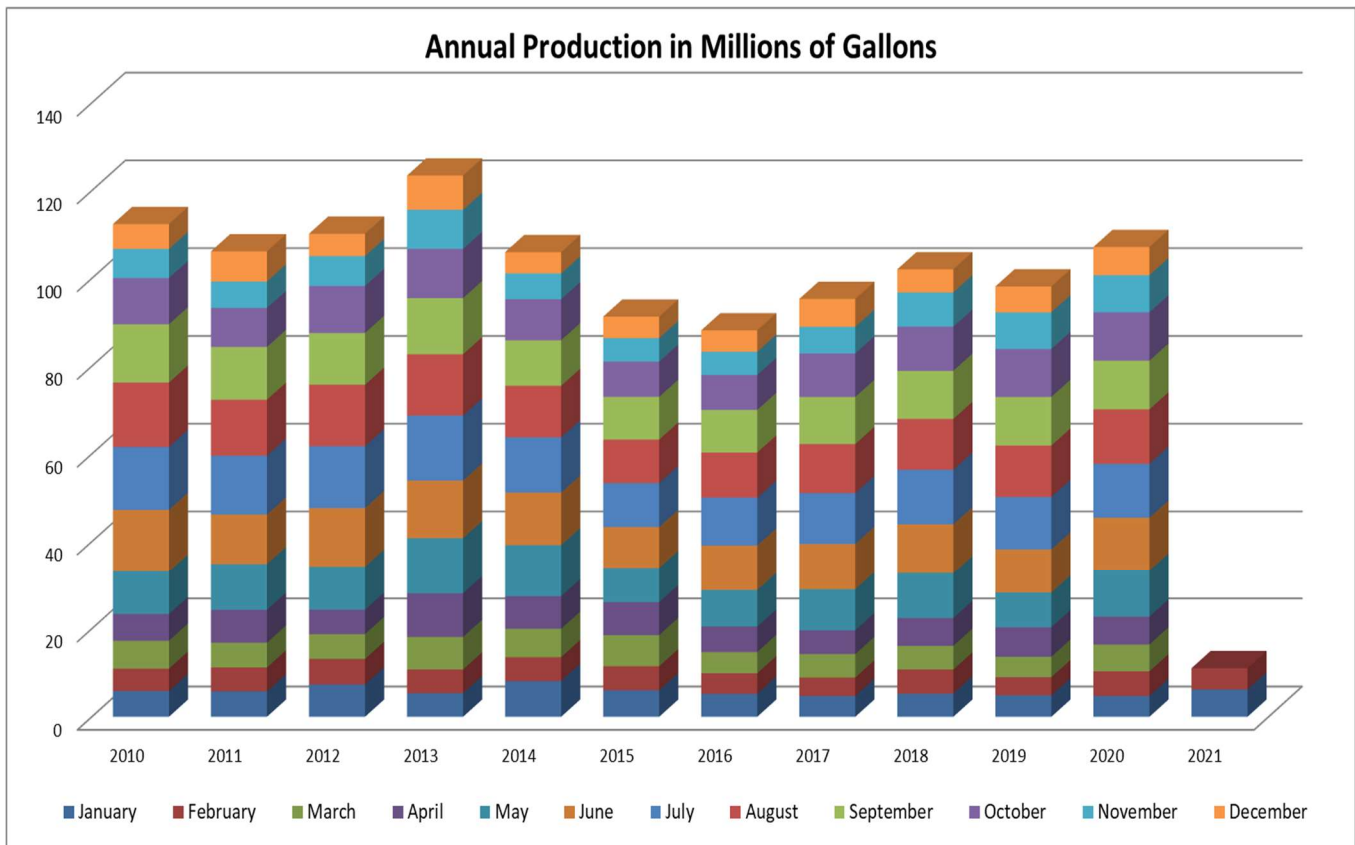
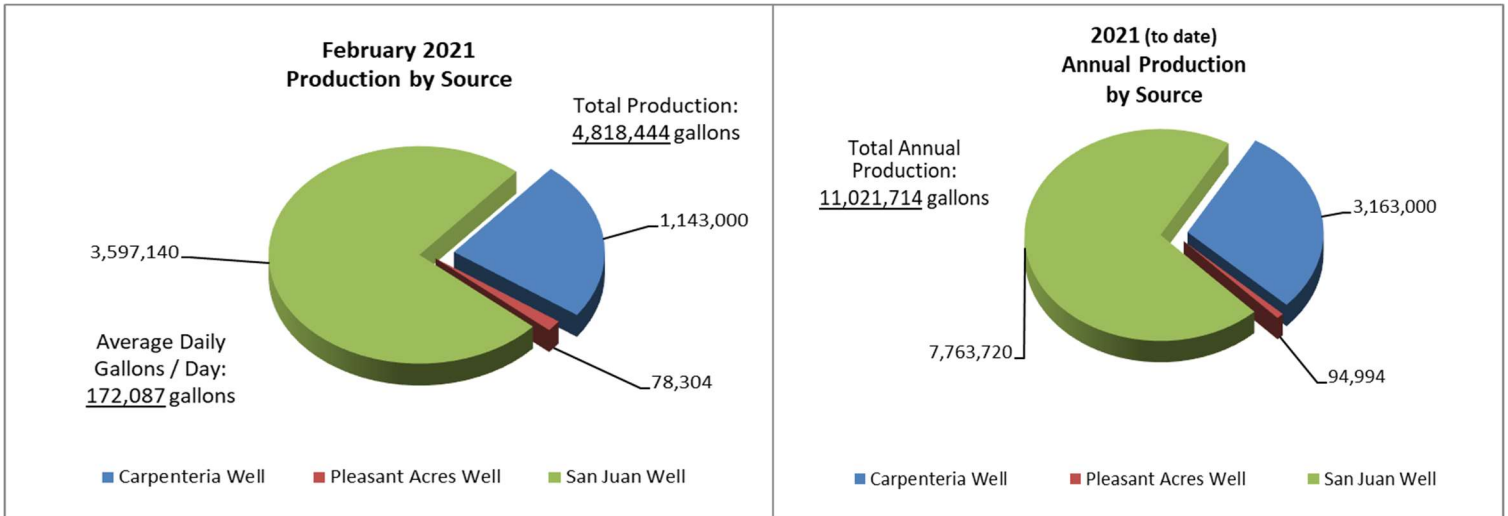
Date: _____

Date: _____

General Manager's Report February 2021



PRODUCTION REPORT



Totals	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Million Gal	112.37	106.15	110.17	123.42	105.97	91.27	88.152	95.304	102.07	98.141	107.1	11.02
Acre Ft	344.8	325.7	338.05	378.7	325.16	280.05	270.49	292.43	313.18	301.13	328.8	33.81

OPERATIONS AND MAINTENANCE REPORT

OPERATIONS:

- There are 965 total meters installed.
- San Juan well operated the entire month, while Carpentaria well was used 27 days, and Pleasant Acres well was utilized only one day, this month.
- Water Treatment Plant: finished water was free of both iron and manganese this month.
- Distribution testing for total Coliform; all samples negative.
- All monthly DWR reports on Coliform, and Fe / Mn were filed on time.
- WTP filters are being backwashed when necessary.
- Monthly Generator in-house 15-minute testing under load.
- Monthly well-level monitoring (see attached chart).

MAINTENANCE:

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

INCIDENTS:

- On March 3, 2021, the Red Barn Fire Suppression line tap was being installed, when the tap failed, causing the water main to burst. Corrective measures were made to keep pressure in the line and prevent water from flowing back into the line. The line was repaired, and samples taken to ensure customer safety. The samples came back indicating no coliform or E. coli was present.

ADMINISTRATIVE REPORT

STAFF & BOARD RECOGNITION:

- CSR Bowman, WUSp Girõn and GM Johnson are working through the billing process to increase effectiveness. This is the opportune time to refine our processes since the office is still closed to the public for COVID-19 related issues.
- ASO Coombes assisted in the development of a revamped General Manager Performance Evaluation form.
- ASO Coombes is preparing to compile and complete the annual DRINC report, which portions are then used for the annual CCR that is due at the end of the fiscal year.
- WUSp Girõn is working through the Operations processes to see where we can find opportunities for increasing efficiency, which in the long run, will lead to increasing effectiveness.
- CO DeAlba and Operator Smith continue to work on replacing broken meters. Currently, we have a limited supply of meters, so we are in the process of ordering more.
- GM Johnson is working with SDRMA to schedule a tour of the District's facilities. The tour is currently scheduled for March 24.

CONSERVATION UPDATE:

February 2020 usage figures are showing a reduction in water use, which is the expected winter weather water use patten. Even though there was a large rain event at the end of January, from all (current) indicators, it looks like overall it will be a dry winter.

October 1, 2020 marked the start of a new water year. As of the date of this report (March 16), the rain gauge at Chittenden Pass has recorded 8.80 inches of precipitation this water year, with 1.32 inches having fallen in March. The 2019-2020 water year ended with the rainfall at Chittenden at 16.72 inches.

PROJECTS:

1. Response to COVID-19 virus

Staff has been working to keep up with the ever-changing COVID-19 (coronavirus) situation. Staff’s focus has been on a variety of strategies to maintain high-quality water delivery to our customers and keeping staff safe from exposure. The resulting COVID-19 Prevention Plan (CPP) is one of the action items tonight.

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

Phase 4 of the XiO (SCADA) implementation continues to move forward. The District has outfitted Carr Booster, as well as Carr and Cole Tanks. Currently, Oakridge Boosters, Carpenteria Well, Rea Tank, and Rea Booster components have been installed and tested. Cole Booster and San Juan Well remain to be completed. Staff is working with XiO to add additional functionality at the San Juan well.

3. Orchard Hill Road proposed annexation progress

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

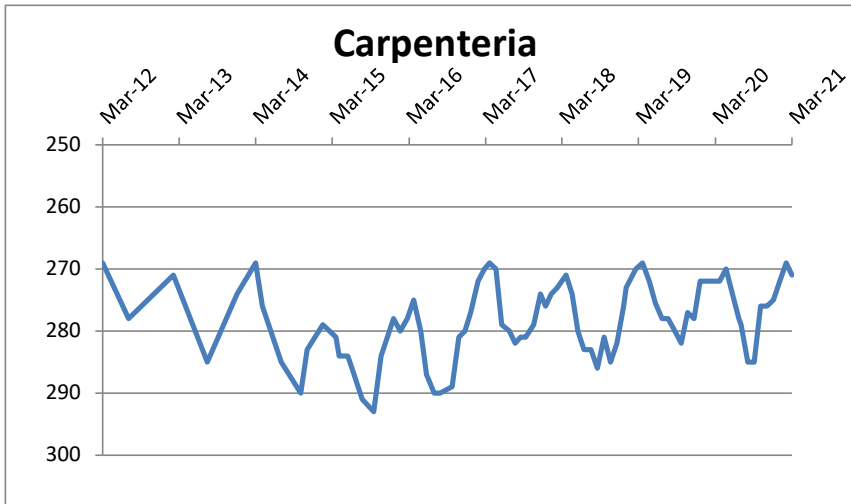
No update as of the writing of this report.

4. Replacement of Aromas Road Fire Hydrant

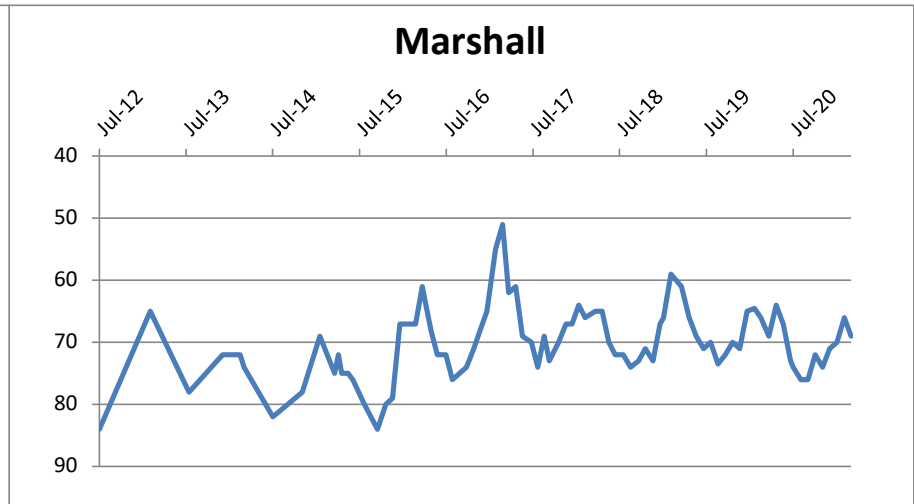
Staff oversaw West Valley Construction replace a fire hydrant that was hit by a car in late December 2020. Contractors were used since the Operations group has multiple special projects occurring in March; and the monies spent will be billed to insurance.

Robert Johnson
General Manager
March 16, 2021

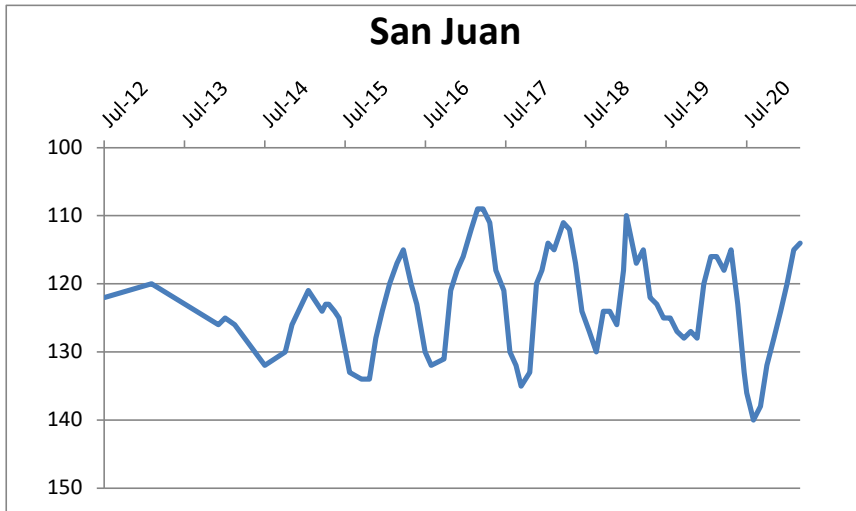
Well Water Level Monitoring
 Depth to Water Measurements
 Date: March 12, 2021



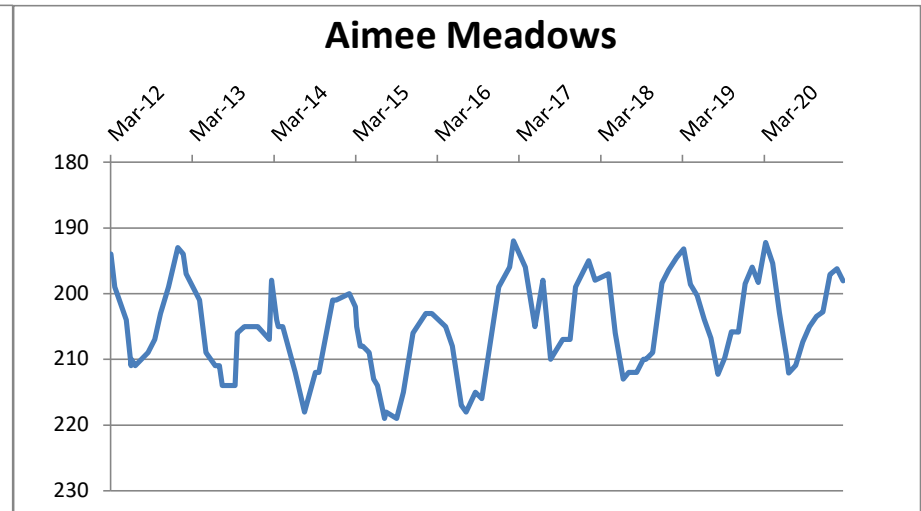
Carpenteria Well (production): Previous Read = 269 feet; Current Read = 271 feet



Marshall Well (monitoring): Previous Read = 66 feet; Current Read = 69 feet



San Juan Well (production): Previous Read = 115 feet; Current Read = 114 feet



Aimee Meadows (monitoring): Previous Read = 196 feet; Current Read = 198 feet

CORRESPONDENCE LIST: 2/18/2021 – 3/17/2021

DATE	TYPE	TO	FROM	SUBJECT
Jan 2021	M	R Johnson, AWD	C Strawn, CSDA	Updated Sp. Dist. Board Member Handbook
2/16/21	M	AWD	K Hagen, Cal. Dept. of Industrial Relations	Requirements Related to COVID-19 & Cal/OSHA and Public Health Requirements
2/18/21	E	SWRCB	L Coombes, AWD	Updated Emergency Notification Plan
2/25/21	E	Mem. Svcs. ACWA JPIA	L Coombes, AWD	Renewal Application for Excess Crime Program [& Response]
2/25/21	E	I Branaman / M Almaraz-Mirazo, FPPC	L Coombes, AWD	Following up on Conflict of Interest Update [& Response]
2/25/21	E	AWD Board	R Johnson, AWD	Red Barn Fire Suppression System Update
3/3/21	E	R Johnson, AWD	K Graff, SWRCB	351004 – Pipeline Repair [Red Barn Connection]
3/4/21	E	K Graff, SWRCB	R Johnson, AWD	351004 – Pipeline Repair [Red Barn Connection] [& Response]
3/4/21	E	SWRCB	R Johnson, AWD	Monthly Summary of Coliform Monitoring
3/4/21	E	SWRCB	R Johnson, AWD	Monthly Fe & Mn Field Test Results
3/5/21	E	B Sepulvado, California Fire	R Johnson, AWD	Backflow Certifications
3/8/21	M	L Coombes, AWD	F Diaz, Asst County Clerk-Recorder	2020 Presidential General Election Services Invoice – Denial of fee waiver
3/8/21	E	AWD	SWRCB	Report on Climate Change & Water Availability Analysis for Permitting New Water Rights
3/10/21	E	R Johnson, AWD	ACWA	AWCA Advisory: Hearing Date for ACWA-Sponsored SB 323 Moved to March 25
3/10/21	E	AWD	Cyber Public Entity [for ACWA JPIA]	CyberPE [Insurance] Application Submittal Confirmation
3/16/21	E	M Mendiola, PV Water	AWD	PV Water Public Meetings on Proposed Cost of Service Increases
3/16/21	E	G Bravo, 530 Cole Road	R Johnson, AWD	Water District Connection
3/17/21	E	R Johnson, AWD	V Beaudoin, County of San Benito Elections Dept.	San Benito County Elections Presentation [& Response]

Staff Report



To: Board of Directors

Re: Item IX.A – Consider receiving a report regarding the possible annexation of one parcel located on Cole Road, possibly adopting Resolution #2021-02, initiating the annexation process, and providing direction to Staff

Date: March 16, 2021

Summary / Discussion

A request for water service has been received from Mr. Stuart Center, who lives at 1081 Cole Road. His parcel is within the District’s Sphere of Influence, though it is not a part of the annexed area. The spring on the property has not produced enough water for ordinary use, which has promulgated him to request a connection from the District.

A quote from the annexation request letter is as follows:

“... the last three years the output of our spring on the property has significantly tailed off and our current property manager is having difficulty staying on property without a consistent source of water...”

Mr. Center has researched the drilling of a new well, which is extremely costly, and there are no guarantees that a new test hole will produce the water needed, given the groundwater conditions in the area.

Since Mr. Center’s parcel is not annexed into the District, this action would initiate the annexation process similar to the ones the District has recently completed for Mr. Eilert, Mr. Capron (et. al.), and more recently, Mr. Martinez (also on Cole Road). If the Board of Directors (BOD) approves of this request moving forward, then the process would involve going to the Pajaro Valley Water Management Agency (PVWMA) BOD, and the San Benito Local Area Foundation Commission (LAFCo) for specific actions and tasks to be completed. Final approval does rest with the LAFCo Board.

Staff Recommendation

Receive the report, adopt Resolution #2021-02, and direct staff to initiate and complete the annexation process with PVWMA and LAFCo, keeping the BOD apprised of the progress.

Submitted by:

Robert Johnson
General Manager



RESOLUTION 2021-02

RESOLUTION OF APPLICATION OF THE AROMAS WATER DISTRICT INITIATING PROCEEDINGS FOR THE CENTER (APN: 011-220-008-000) ANNEXATION TO THE AROMAS WATER DISTRICT

WHEREAS, the Aromas Water District (DISTRICT) desires to initiate a proceeding for the adjustment of boundaries specified herein.

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

1. This proposal is made, and it is requested that proceedings be taken, pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act of 2000, commencing with section 56000 of the California Government Code.
2. This proposal is an annexation to the DISTRICT
3. A map of the affected territory is set forth in Exhibit A, attached hereto and by reference incorporated herein.
4. It is desired that the proposal be subject to the following terms and conditions: DISTRICT water will be utilized for municipal uses only.
5. The reasons for the proposal are to: Health and Safety Issues related to the lack of available well water and the need to annex into the DISTRICT to receive DISTRICT water.
6. The proposal is consistent with the Sphere of Influence of the DISTRICT.
7. Consent is hereby given to the waiver of conducting authority proceedings.

PASSED AND ADOPTED by the Board of Directors of the Aromas Water District, Aromas, Monterey and San Benito Counties, California, at a Regular meeting duly held on this 23rd day of MARCH 2021 by the following vote:

AYES:

NOES:

ABSENT:

APPROVE:

ATTEST:

James Leap, Board President

Board Secretary, Louise Coombes

EXHIBIT A

This map is NOT AN OFFICIAL DOCUMENT and is used for ASSESSMENT PURPOSES ONLY.

11-22



Aromas Water District
Balance Sheet Prev Year Comparison
As of February 28, 2021

	Feb 28, 21	Feb 29, 20
ASSETS		
Current Assets		
Checking/Savings		
UB Checking	166,519.92	245,053.32
UB Bk Money Market xxxx7853	512,589.96	317,968.51
LAIF-State of Ca xx-05	835,059.81	826,947.97
Petty Cash	100.00	100.00
Assessment District Banks		
OAWA Union Bank Checking 7741	45,796.88	36,607.42
OAWA Union Bank 101 Redemption	11,761.10	11,885.63
OAWA Union Bank 102 Reserve	35,566.01	35,877.65
Oakridge Union Checking 5587	409,672.22	399,545.33
Total Assessment District Banks	502,796.21	483,916.03
Total Checking/Savings	2,017,065.90	1,873,985.83
Other Current Assets		
ACWA Deposit	2,080.80	2,080.80
1292 · Accounts Rec - USDA Loan	2,095,834.27	2,176,644.30
1291 · Accounts Rec - Orchard Acres	311,692.98	323,112.17
Prepaid Insurance	12,408.66	13,762.14
128 · Inventory	49,921.56	49,460.11
1200.1 · Accounts Receivable--UBMax	112,439.18	97,129.59
1201.9 · Less Allowance for doubtful ...	-500.00	-500.00
Total Other Current Assets	2,583,877.45	2,661,689.11
Total Current Assets	4,600,943.35	4,535,674.94
Fixed Assets		
1900 · Water System	11,996,604.84	11,818,908.82
1915 · Office Building & Improvements	398,442.54	398,261.43
1970 · Office Equipment & Fixtures	93,467.05	93,467.05
1980 · District Vehicles	117,577.39	117,577.39
1990 · Land and Easements	331,195.78	331,195.78
1995 · Idle Assets	43,400.00	43,400.00
1998 · Less Accum Depr Idle Assets	-42,400.00	-42,400.00
1999 · Less Accumuated Depreciation	-6,683,196.75	-6,186,253.75
Total Fixed Assets	6,255,090.85	6,574,156.72
Other Assets		
Deferred Outflow of Resources	140,939.00	138,369.00
Total Other Assets	140,939.00	138,369.00
TOTAL ASSETS	10,996,973.20	11,248,200.66

Aromas Water District
Balance Sheet Prev Year Comparison
As of February 28, 2021

	Feb 28, 21	Feb 29, 20
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	3,109.07	61,079.75
Total Accounts Payable	3,109.07	61,079.75
Credit Cards		
First Bankcard - S Smith #0239	-219.11	-148.36
First Bankcard - E Giron #1086	0.00	482.75
First Bankcard -R.Johnson #9031	193.00	231.49
First Bankcard-L Coombes #3294	0.00	259.27
First Bankcard - D DeAlba #2486	1,190.72	172.57
Valero Fleet	286.13	0.00
Valero - Fuel	0.00	-497.23
Total Credit Cards	1,450.74	500.49
Other Current Liabilities		
Current Portion UB OAWA	10,000.00	0.00
Current Portion USDA Oakridge	37,000.00	0.00
Current Portion City National	57,899.79	57,954.10
2100 · Payroll Liabilities	957.54	1,184.83
Deferred Inflows- Actuarial	10,090.00	0.00
CUSTOMER DEPOSITS		
Connection Deposits Payable	2,000.00	2,000.00
Hydrant Meter Deposit	800.00	800.00
Total CUSTOMER DEPOSITS	2,800.00	2,800.00
Accrued Vacation Payable	27,815.70	17,907.50
Interest Payable	47,596.19	20,153.44
PVWMA Payable	14,493.98	2,361.52
Total Other Current Liabilities	208,653.20	102,361.39
Total Current Liabilities	213,213.01	163,941.63
Long Term Liabilities		
2392 · Long-term Debt - USDA (Oagr...	2,432,999.90	2,544,240.00
2391 · Long-term Debt - Orchard Acres	370,000.00	390,000.00
GASB 68 Pension Liability	577,103.00	544,625.00
City National Bank	865,611.99	982,313.10
Total Long Term Liabilities	4,245,714.89	4,461,178.10
Total Liabilities	4,458,927.90	4,625,119.73
Equity		
Investment in Capital Assets	6,420,006.53	6,420,006.53
Unrestricted Net Assets	2,687,889.75	2,791,376.36
Allocation of Net Assets	-2,637,574.59	-2,637,574.59
Net Income	67,723.61	49,272.63
Total Equity	6,538,045.30	6,623,080.93
TOTAL LIABILITIES & EQUITY	10,996,973.20	11,248,200.66

Aromas Water District
Profit & Loss Budget Performance

February 2021

	Feb 21	Budget	Jul '20 - Feb 21	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
303 · Water Revenue	79,096.62	78,000.00	951,700.48	876,500.00	1,344,000.00
307 · Bulk Water	290.17	500.00	5,972.14	4,000.00	7,000.00
302 · Connection	0.00	0.00	0.00	0.00	27,880.00
301 · Taxes Rcvd - AWD					
3090 · Oakridge / OAWA Assessme...	0.00	0.00	100,677.55	112,100.00	194,200.00
301 · Taxes Rcvd - AWD - Other	0.00	0.00	45,681.46	42,000.00	66,000.00
Total 301 · Taxes Rcvd - AWD	0.00	0.00	146,359.01	154,100.00	260,200.00
304 · Other Office Income & Reimburse	0.00	40.00	2,427.95	320.00	500.00
306 · Interest	305.51	650.00	1,136.51	10,200.00	20,000.00
312 · Grant Revenue	0.00	0.00	1,000.00	1,000.00	2,000.00
Total Income	79,692.30	79,190.00	1,108,596.09	1,046,120.00	1,661,580.00
Gross Profit	79,692.30	79,190.00	1,108,596.09	1,046,120.00	1,661,580.00
Expense					
Operations					
403 · Fuel	1,889.29	1,208.00	9,429.80	9,664.00	14,500.00
404 · Truck Maint	348.21	614.00	5,738.42	4,542.00	7,000.00
431 · System Repair & Maint	3,263.72	6,100.00	47,828.98	45,300.00	70,000.00
463 · Water Analysis	544.00	400.00	4,623.00	4,200.00	6,000.00
464 · Water Treatment	0.00	1,200.00	13,021.83	12,600.00	20,000.00
468 · Tools	0.00	625.00	3,404.94	5,000.00	7,500.00
470 · Public Outreach / Annexation	0.00	300.00	582.41	2,400.00	3,500.00
Total Operations	6,045.22	10,447.00	84,629.38	83,706.00	128,500.00
Power					
449.75 · 388 Blohm, # C	41.03	33.00	256.62	264.00	400.00
449.5 · 388 Blohm, A & B Office	171.95	140.00	895.92	1,120.00	1,700.00
461.5 · RLS Tank Booster	9.86	12.50	76.54	100.00	150.00
447 · Leo Ln Booster	60.56	37.50	444.53	300.00	450.00
448 · Aimee Mdws Well	10.84	12.50	75.89	100.00	150.00
451 · Marshall Corp Yard	41.59	41.50	299.25	332.00	500.00
452 · Rea Booster @ Seely	0.00	41.50	369.46	332.00	500.00
454 · Carr Booster	425.77	250.00	4,324.01	3,515.00	5,500.00
458 · Pleasant Acres Well	104.93	300.00	783.13	9,200.00	13,000.00
459 · Seely Booster @ Carpenteria	27.10	41.50	206.70	332.00	500.00
460 · San Juan Well	3,868.38	2,000.00	41,525.47	33,500.00	51,000.00
461 · Cole Tank	15.71	16.00	108.69	128.00	200.00
462 · Rea Tank	16.01	16.00	107.27	128.00	200.00
465 - Lwr Oakridge Boost	92.06	100.00	906.34	1,075.00	1,500.00
465.5 - Upper Oakridge Booster	0.00	0.00	300.00	350.00	700.00
466 · Pine Tree Tank	14.56	16.00	106.06	128.00	200.00
Total Power	4,900.35	3,058.00	50,785.88	50,904.00	76,650.00
Payroll					
Gross	32,322.38	34,040.00	276,793.46	273,130.00	409,308.00
Comp FICA	1,997.80	2,111.00	16,028.93	16,930.00	25,377.00
Comp MCARE	470.90	494.00	4,104.54	3,958.00	5,935.00
Comp SUI	286.36	159.50	1,157.33	1,549.00	2,188.00
Total Payroll	35,077.44	36,804.50	298,084.26	295,567.00	442,808.00
Employee / Labor Costs					
407 · Outside Services	538.54	500.00	3,008.16	4,000.00	6,000.00
408 · Uniform Allowance	0.00	250.00	644.58	2,000.00	3,000.00
409 · Workers Comp	887.96	1,004.00	6,067.33	8,266.00	12,288.00
410 · Health Ins	6,081.46	6,099.00	53,752.46	47,891.00	72,287.00
474 · Education	100.00	625.00	576.66	5,000.00	7,500.00
477 · Retirement	7,166.35	7,188.00	59,399.21	56,940.00	85,693.00
Total Employee / Labor Costs	14,774.31	15,666.00	123,448.40	124,097.00	186,768.00

Aromas Water District
Profit & Loss Budget Performance

February 2021

	Feb 21	Budget	Jul '20 - Feb 21	YTD Budget	Annual Budget
Office					
440 · Misc Exp	0.00	330.00	1,904.20	2,640.00	4,000.00
444 · Postage	203.05	330.00	2,228.72	2,640.00	4,000.00
445 · Office Supplies	219.24	330.00	1,785.39	2,640.00	4,000.00
446 · Office Eqpmt and Maint	130.08	300.00	3,464.31	3,600.00	15,000.00
Total Office	552.37	1,290.00	9,382.62	11,520.00	27,000.00
Communications					
455 · Phone, Off	373.28	330.00	2,915.01	2,640.00	4,000.00
456 · Telemetry	677.96	530.00	5,410.80	5,260.00	6,500.00
457 · Answ Serv/Cellular Phone	278.17	300.00	3,128.92	2,400.00	3,600.00
Total Communications	1,329.41	1,160.00	11,454.73	10,300.00	14,100.00
Administrative & General					
4591 · Admin Fee (Bond Admin NBS)	0.00	0.00	1,833.08	1,900.00	5,200.00
4590 · Bond Interest Exp - Assess D...	0.00	0.00	62,164.99	64,000.00	128,000.00
417 · Capital Loan Interest	0.00	0.00	14,689.70	15,000.00	30,000.00
467 · Depreciation Reserve	41,504.00	47,732.00	332,032.00	350,716.00	541,654.00
406 · Liability Ins	1,616.16	1,665.00	13,994.38	13,320.00	20,000.00
420 · Legal Fees	1,300.00	1,300.00	10,400.00	10,400.00	16,000.00
422 · Bank Charges	118.80	158.00	1,006.08	1,264.00	1,900.00
423 · Litigation Contingency	0.00	800.00	0.00	6,400.00	10,000.00
425 · Audit	0.00	600.00	7,625.00	8,420.00	12,500.00
471 · Bad Debts	0.00	40.00	210.69	320.00	500.00
473 · Memberships	0.00	0.00	19,131.29	19,300.00	20,000.00
Total Administrative & General	44,538.96	52,295.00	463,087.21	491,040.00	785,754.00
Total Expense	107,218.06	120,720.50	1,040,872.48	1,067,134.00	1,661,580.00
Net Ordinary Income	-27,525.76	-41,530.50	67,723.61	-21,014.00	0.00
Net Income	-27,525.76	-41,530.50	67,723.61	-21,014.00	0.00

Aromas Water District
Monthly Expenditures
 February 18 through March 16, 2021

Date	Num	Name	Amount
UB Checking			
02/24/2021	E-pay	Employment Development Dept	-700.15
02/24/2021	E-pay	United States Treasury (EFTPS)	-4,007.72
02/24/2021	EFT	CalPERS	-2,490.26
02/24/2021	EFT	CalPERS	-794.40
02/25/2021	EFT	QuickBooks Payroll Service	-6,081.22
02/25/2021	18150	ACE Hardware Prunedale	-187.67
02/25/2021	18151	ADT Security Services, Inc.	-388.26
02/25/2021	18152	CALNET3	-301.96
02/25/2021	18153	CSSC	-93.58
02/25/2021	18154	First Bankcard	-5,892.60
02/25/2021	18155	Iconix Waterworks	-629.20
02/25/2021	18156	P G & E	0.00
02/25/2021	18157	XIO, INC.	-376.00
02/25/2021	Paid Online	P G & E	-4,873.25
02/25/2021	EFT	Bank Service Fees	-118.80
02/26/2021	DD1624	Bowman (P), Naomi	0.00
02/26/2021	DD1625	Coombes (P), Louise P	0.00
02/26/2021	18148	DeAlba (P), David	-2,759.72
02/26/2021	DD1626	Giron (P), Ester	0.00
02/26/2021	DD1627	Johnson (P), Robert L	0.00
02/26/2021	18149	Smith (P), Shaun	-1,369.49
03/03/2021	18158	A Tool Shed Rentals	-69.38
03/03/2021	18159	CALNET3	-309.08
03/03/2021	18160	David DeAlba	-44.80
03/03/2021	18161	Hach Co	-100.00
03/03/2021	18162	Iconix Waterworks	-146.49
03/03/2021	18163	Monterey Bay Air Resources District	-474.00
03/03/2021	18164	Rob Johnson	-50.00
03/03/2021	18165	Streamline	-100.00
03/03/2021	18166	United Way serving San Benito County	-32.00
03/03/2021	Paid Online	Valero Fleet	-426.43
03/03/2021	Paid Online	Verizon Wireless	-134.59
03/03/2021	NSF	Bill Adjustment Report	-211.23
03/03/2021	NSF	Bill Adjustment Report	-21.50
03/03/2021	NSF	Bill Adjustment Report	-103.40
03/04/2021	18167	USPO	-110.00
03/04/2021	18168	USPO	-203.05
03/05/2021	EFT	CalPERS	-4,236.27
03/10/2021	E-pay	Employment Development Dept	-733.02
03/10/2021	E-pay	United States Treasury (EFTPS)	-4,150.74
03/11/2021	EFT	QuickBooks Payroll Service	-6,866.82
03/11/2021	18174	Simone LaJeunesse	-306.65
03/11/2021	18170	Smith (P), Shaun	0.00
03/12/2021	DD1628	Bowman (P), Naomi	0.00
03/12/2021	DD1629	Coombes (P), Louise P	0.00
03/12/2021	18169	DeAlba (P), David	-2,830.18
03/12/2021	DD1630	Giron (P), Ester	0.00
03/12/2021	DD1631	Johnson (P), Robert L	0.00
03/12/2021	18173	Smith (P), Shaun	-1,406.07
03/12/2021	18171	Dutra (P), Marcus	-229.71
03/12/2021	18172	Holman (P), Wayne R	-229.71

03/18/21

Aromas Water District
Monthly Expenditures
 February 18 through March 16, 2021

Date	Num	Name	Amount
03/12/2021	DD1632	Leap (P), James E	0.00
03/12/2021	DD1633	Morris (P), Vicki	0.00
03/12/2021	DD1634	Smith (P), Richard	0.00
03/12/2021	EFT	CalPERS	-2,511.03
03/12/2021	EFT	CalPERS	-822.30
03/12/2021	Paid Online	A T & T U-verse	-64.20
03/15/2021	18175	A & F Plastering	-800.00
03/15/2021	18176	ACE Hardware Prunedale	-248.27
03/15/2021	18177	Iconix Waterworks	-711.51
03/15/2021	18178	Monterey Bay Analytical Services Inc	-154.00
03/15/2021	18179	R & B Company	-1,577.74
03/15/2021	18180	Recology San Benito County	-55.59
03/15/2021	18181	Robert E. Bosso	-1,300.00
03/15/2021	18182	Xerox Corp	-16.38
03/16/2021	Paid Online	P G & E	-27.10
Total UB Checking			-62,877.52
TOTAL			-62,877.52