

**Minutes of the Regular Meeting of  
the Aromas Water District Board of Directors  
August 24, 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, August 24, 2021 at 7:00 p.m. in a hybrid setting; attendees were both present in the Board Room and online via Zoom.
- II. ROLL CALL.** President Leap, Vice President Morris and Directors Dutra, Holman and Smith were present. Also in attendance were General Manager Johnson and Acting Board Secretary Giron. Counsel Bosso was absent until later in the meeting.
- III. PLEDGE OF ALLEGIANCE.** President Leap led the pledge of allegiance.
- IV. STATEMENTS OF DISQUALIFICATION.** There were no disqualification statements.
- V. ADDITIONS AND DELETIONS.** There were no additions to, or deletions from, the Agenda.
- VI. MINUTES.** The minutes of the July 27, 2021 Board Meeting were presented for review and approval. Vice President Morris moved for approval of the minutes as presented; Director Smith seconded. Minutes were unanimously approved with all Directors present.
- VII. ORAL COMMUNICATION.** There were no public comments.

**VIII. REPORTS/PRESENTATIONS**

- A. Director's Report(s).** There were no Director's reports for July.
- B. Attorney's Report.** There was no Attorney's report for July.
- C. Presentation of President's Award.** Charlotte Holifield, the Coastal Network Public Affairs Field Coordinator for the CSDA virtually presented the Transparency Certificate of Excellence for 2021 to the Board of Director's on behalf of the SDLF in recognition of good governance and best practices for Special Districts.
- D. Manager's Report**

***OPERATIONS***

***Production & Well Levels***

GM Johnson reported total production in July 2021 was 11,362,096 gallons, with a daily average of 366,519 gallons, representing about 19% of total production so far this year. Pleasant Acres was used for six days, San Juan Well was used the entire month and Carpenteria was used for all but one day.

There are a currently 967 meters connected. All water testing continues to be both filed on time and represent satisfactory results. However, there was an incidence of a lab error resulting in two sample results for the District getting mixed up, but this was quickly resolved with an amended report from the lab to the District and the SWRCB.

Reporting on well levels; Carpenteria Well is down two feet and San Juan Well is holding at 127 feet. The observational level for Marshall Well is up one foot and Aimee Meadows Well is down one foot.

***MAINTENANCE***

Since April, it was discovered that an inverter for the solar field was broken and some of the cabling was damaged, one of which was the data cable connecting to the internet which allows online performance monitoring of the solar field. All repairs have now been made and the panels were recently cleaned to improve performance.

***INCIDENTS***

None to report for July.

## ***ADMINISTRATIVE***

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

ASO Coombes and WUSp Giron have been working on the next steps for the Cole Road Outreach project – more on this in the Action Items later in this meeting.

WUSp Giron switched the District from AT&T to Spectrum making the District internet connection significantly faster with less monthly cost.

CO DeAlba continues on medical leave, although available by phone if there is an emergency situation. This is likely to continue until January 2022. Operator Smith's confidence and knowledge is growing considerably with the additional responsibility. Workarounds continue with temporary and part-time coverage from Operator Sanchez, including occasional on-call coverage.

President Leap, Vice President Morris and GM Johnson will be attending the CSDA Conference next week; President Leap will be attending a pre-conference session which is one of the Special District Leadership modules. This completes a part of the requirements for the District of Distinction Award mentioned by Charlotte earlier.

GM Johnson spent a day in the field with the MNS Engineering team to work on the District facility assets elevation GPS survey.

GM Johnson attended a webinar regarding Financial Management Workshop for Special Districts.

GM Johnson met with the ACWA JPIA Senior Risk Control Advisor to discuss various safety related programs that they offer and various grant opportunities.

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

Since the beginning of the new rainfall year on October 1, 2020, and up to this meeting on August 24, 2021, there has been a total of 9.44" to the date of this meeting, with no rainfall in July.

### ***Projects***

#### **Orchard Hill Road Proposed Annexation**

GM Johnson received a response from the Orchard Hill residents to indicate which parcels are to be included for MNS to provide a cost report; GM Johnson transcribed this list of parcels into a map format. MNS will be preparing the Engineering Report for presentation to the residents to see if they would like to continue with the annexation.

#### **New Water Source**

On Monday, GM Johnson received a report from Granite Rock on the sampling of their (approximately 500ft deep) "Orchard Well" as they know it. The report needs to be read and then GM Johnson will summarize the information for the next meeting. Martin Feeney is willing to help within a timescale of the next year; MNS is working on an engineering timeline, including building a shop on that site or the potential for acquiring another property; more on this in a later meeting as information clarifies. Various grant opportunities are available for different aspects and projects which MNS are investigating on behalf of the District.

**Correspondence:** GM Johnson pointed out several emails regarding the mis-reporting of the water sampling mentioned earlier.

**IX. ACTION ITEMS**

**A. Consider receiving an update on the Cole Road Outreach Project, adopting Resolution #2021-09 authorizing the District to proceed with the project.**

With the increasing number of single parcel annexations along Cole Road, the Board directed Staff to conduct an outreach project to contact the remaining parcel owners to establish a more universal approach to annex the remaining parcels in one action in anticipation of future connections. The total collective cost to the District would be \$2,120 for LAFCo and legal fees; additional costs have been included by the District for mapping activities. Resolution #2021-09 is the Board official initiation of proceedings and will be submitted as part of the LAFCo application. Once the Board adopt this resolution, the project transforms from being an outreach project to an annexation project.

Director Holman moved to adopt Resolution #2021-09 as presented; seconded by Vice President Morris. The Resolution was unanimously adopted by roll-call vote with all Directors present.

**B. Financial Reports for the Month of July 2021**

On the Balance Sheet, Total Assets / Liabilities & Equity are \$11,020,096.70, of which Total Current Assets are \$4,794,251.20, and Total Fixed Assets are \$6,084,906.50. In Liabilities, the Total Current Liabilities are \$290,640.37 and Total Liabilities are \$4,424,282.05.

In the P&L Report, Water Revenue for July was \$144,831.81. Total Expenditures were \$74,991.95 between July 21 through August 17, 2021.

For the first time, GM Johnson provided a graphical representation of the Financials to clearly show how closely the budget matches the actual expenses; this was well received by the Board and will be continued for the foreseeable future.

Director Smith moved to approve the Financial Reports as presented; seconded by Vice President Morris. The Financial Reports were unanimously approved, with all Directors present.

**X. FUTURE MEETINGS & AGENDA ITEMS.** The next meeting will be on Tuesday, September 28, 2021.

The next meeting is likely to be the same hybrid format as this meeting. Topics will include potential grant opportunities.

**XI. ADJOURNMENT.** President Leap adjourned the meeting at 7:59pm until Tuesday, September 28, 2021.

Read and approved by: Jim Leap  
President, Jim Leap

Attest: Louise Coombes  
Board Secretary, Louise Coombes

Date: 9-28-21

Date: September 28, 2021

