

Minutes of the Regular Meeting of
The Board of Directors of the
Aromas Water District
March 24, 2015

I. CALL TO ORDER:

The regular meeting of the Board of Directors of the Aromas Water District was called to order by President Norton on Tuesday, March 24, 2015 at 7:00 p.m. at the District office located at 388 Blohm Ave, Aromas, California.

II. ROLL CALL:

President Norton, Vice President Leap, Directors Dutra, Holman, and Smith were in attendance. General Manager Vicki Morris, staff: Lisa Dobbins, Maureen Cain, Counsel Bob Bosso and Engineer Freitas were also present.

III. PLEDGE OF ALLEGIANCE: President Norton led the pledge of allegiance.

IV. STATEMENTS OF DISQUALIFICATION: There were no disqualification statements.

VI. ADDITIONS AND DELETIONS: There were no additions or deletions.

VI. MINUTES: The minutes of the February 24, 2015 Regular Meeting were presented for acceptance and approval.

Director Holman moved to approve the minutes as amended. The motion was seconded by Director Leap. The minutes were unanimously approved.

VII. ORAL COMMUNICATION: None

VIII. PRESENTATIONS

A. Director's Reports:

- Pres. Norton and VP Leap met as the Strategic Plan Ad Hoc Committee with GM Morris to review the current status of the District Strategic Plan. The recommendation is that the Board set a date to host a Strategic Plan Workshop to review the capital budget, assign priorities and develop a spending plan. The date to be determined.

B. Attorney's Report:

- Still awaiting news re: the San Juan Capistrano tiered water rates case. A decision could be made by the end of April 2015.
- Working on Service Line agreements for Oak Ridge/Via Del Sol project.

C. Manager's Report: Detailed report in agenda packet. Highlights include:

Operations:

- Demand comparing current 4 month span of November to February to same 4 months in the previous year shows that current production is down by 25%.
- Our long time intern Jesse Sanchez has been hired elsewhere.
- Two new interns started at AWD last week.

- Staff is researching Pleasant Acres well in order to increase efficiency and safety. There are electrical upgrades necessary. Bids are coming in to replace the VFD and do additional improvements.

Oak Ridge/Via Del Sol Water Supply Project

- Pipe, tank and first booster station are installed
- Still to do: re-asphalt, add a booster station at the top of Oak Ridge, add 100 feet of service line to parcels and enlarge the pumps at Ballantree.

IX. ACTION ITEMS

A. Solar System Project Contracts: Review and approve contracts to proceed with solar installation project.

- Staff presented the next steps for the Solar System Project which includes entering into two contracts with Solar Technologies to design the system and provide a warranty upon AWD ownership.
- AWD will also enter into a Power Purchase Agreement with Technology Credit Corporation (TCC). TCC pays Solar Technologies the installation contract price for the system.
- AWD pays TCC the Prepaid Solar Energy Payment, TCC operates and maintains the system until AWD purchases the system as early as 6 years from now.
- GM Morris discussed the financing option that has been presented to the District. The goal is to combine the AWD long term loan with the solar project loan. Refinancing the long term loan could save the District considerably in interest and eliminate the balloon payment associated with the current loan. GM Morris will bring financing documents to the next Board meeting.

Director Holman moved to go forward with the Solar contracts and pursue funding as presented and Director Smith seconded.

- Discussion: a minor issue was brought forward as Solar Technologies tried to pull permits and there appears to be a scenic easement in place. Staff is reviewing the situation.

The motion was accepted unanimously.

B. Oak Ridge/Via Del Sol Service Line Installations Notice Inviting Bids for General Construction: Board to review and approve.

- The Oak Ridge/Via Del Sol project includes AWD providing up to 100 feet of PVC 1" service line, backflow device and pressure reducing valve from the meter toward the residence on the customer's property.
- Monterey County as allowed AWD to use a portion of the \$270,000 lent for this project to cover this cost. This portion is not covered by USDA funding because it is on private property.
- AWD is seeking bids for the contractor that will complete this portion of the water system project. A request for proposals will go out to a list of contractors.
- The Notice To Invite Bids and Customer Service Line Agreement was developed by District Counsel Bosso.

Director Holman moved to accept the proposal and contracts as presented and VP Leap seconded. The motion was accepted unanimously.

C. Review Identity Theft Prevention Program: Presentation by Staff to submit annual report on program in place by Resolution 2014-4: Board to review updated program as required by the Federal Trade Commission "Identity Theft Red Flags Rule" regulation.

- The District is required to develop an Identity Theft Prevention Program and to review it annually.
- In March 2014, AWD passed Resolution 2014-04 which updated the program and brought it current.
- In March 2015, staff reviewed the program and added two additional implementation actions.
- This was provided as an update and no action is needed by the Board.

D. Presentation of the Financial Reports for the Month of February 2015: Revenue for February is \$56,883.50. Expenditures between and February 19, 2015 and March 18, 2015 are \$67,494.82. These financials and monthly expenditures were presented for discussion and approval.

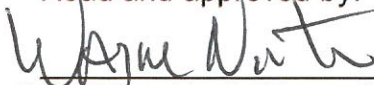
Director Dutra moved to accept the financials as presented and VP Leap seconded. The motion was accepted unanimously.

XI. FUTURE MEETINGS & AGENDA ITEMS

XII. ADJOURNMENT - Pres. Norton adjourned the meeting at 8:05 pm.

Date: April 24, 2015

Read and approved by:



Board President, Wayne Norton

Attest: 

Lisa Dobbins, District Secretary