

**Minutes of the Regular Meeting of
the Aromas Water District Board of Directors
October 25, 2022**

- I. **CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Leap on Tuesday, October 25, 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.** President Leap, Vice President Morris and Directors Dutra, Holman and Smith were present; also present was General Manager Johnson. Board Secretary Coombes and Counsel Bosso attended via Zoom.
- 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 September 27, 2022, Board Meeting were presented for review and approval. Director Smith moved for approval of the minutes as presented; Director Dutra seconded. Minutes were unanimously approved with all Directors present.
- VII. **ORAL COMMUNICATION.** There were no public comments.

VIII. REPORTS / IX. PRESENTATIONS

A. **Director's Report(s).** There were no Director's reports.

B. **Attorney's Report.** Counsel Bosso reported that the recent updates to AB361 simplified the process of meetings in the event of an emergency. A separate meeting to declare the emergency status, or acknowledge a statewide emergency no longer has to occur with all Directors present in person; instead, they can attend such a meeting remotely. Any Director not present can only participate if adequate notice is given (>72 hours) and their location is publicly posted. If there is not enough notice, the Director can be present remotely, but cannot participate in Board decisions.

Secondarily, as a result of a recent case at the Supreme Court, Special Districts must ensure that persons hired part-time for non-construction work must be paid the prevailing wage, with the exception of professional consultants.

C. **Manager's Report**

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in September 2022 was 10,250,430 gallons, with a daily average of 341,681 gallons. September's production was about 4.6% lower than August 2022 and 17% lower than August 2013.

The District has 972 total connected meters.

Carpenteria and San Juan Wells were 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 is up five feet and San Juan Well is up four feet. Observational wells; Marshall Well is up two feet and Aimee Meadows is up eight feet.

INCIDENTS

None to report.

ADMINISTRATIVE

Staff & Board Recognition

WUSp Girõn is finalizing the Auditors' adjusted journal entries.

WUSp Girõn and Operator Smith continue the Valve Marking and Exercising Program in the field as other duties allow, information obtained will be returned to ASO Coombes to update data in the GIS mapping. ASO Coombes is also continuing to populate and correct the mapping with data.

Operator Smith will be taking a Cross Connection training course in December.

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

GM Johnson has compiled all the invoices received from West Valley during the breaks that occurred during the recent construction work along Carr Avenue. These will shortly be sent to Granite Construction for recompense.

PROJECTS

Response to COVID-19

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

New Well

GM Johnson hired an Appraiser for the proposed replacement well site; this appraisal should be completed by mid-December. A permanent easement arrangement is likely.

Orchard Hill Road proposed annexation progress

Counsel Bosso and GM Johnson continue to answer questions on an ongoing basis. The requestors are working on recruiting other interested parties and arranging a public meeting to discuss alternative configurations. Meanwhile the temporary line is still in place.

Cole and Rocks Road Annexation

Still waiting for the recognition by the State Board of Equalization and the Authorization Agreement to be received by the District, customers can then be connected, beginning with those who have been waiting the longest and have already paid their fees.

Conservation & Rainfall

A new rainfall year began on October 1, 2022. To the time of this meeting, zero precipitation has been recorded by the rain gauge at Chittenden Pass. Last year's precipitation was a 75% increase over the previous year.

Correspondence: Director Smith enquired about the email regarding whether the District was interested in expanding from the Community Water Center. GM Johnson explained that the District would need to greatly increase the sphere of influence boundary in order to serve the Royal Oaks community. As this is a lengthy and expensive exercise and is not in the direction the District wishes to progress, this change to the boundary is unlikely to occur.

X. CONSENT CALENDAR

A. Consider adopting Resolution 2022-20 authorizing the continuation of hybrid/remote teleconferencing meetings pursuant to AB 361.

Due to changes in the legislation AB361, this will be the last time that this Resolution is required.

Vice President Morris moved to adopt Resolution 2022-20 as presented; seconded by Director Smith. The consent calendar was unanimously adopted by roll call vote with all Directors present.

XI. ACTION ITEMS

A. Consider approving a proposal from MNS Engineers, Inc. to develop a "Water System Capital Improvement Plan" for the Aromas Water District.

There has been no agendized discussions at the Board or Committee level regarding a proactive Water System Capital Improvement Plan, despite the fact that such a cost was included in this year's capital budget. The cost of the plan is \$45,003, which is in line with the budgeted cost. This plan is fundamental for a number of future projects to include improvement of water system operation, reliability and sustainability plus drought sustainability, as well as being foundational to the upcoming Rate Study in 2024.

Director Holman moved to approve the MNS "Water System Capital Improvement Plan" proposal as presented; seconded by Director Smith. The proposal was adopted with all Directors present; Directors Holman, Leap, Morris and Smith voted "Aye" and Director Dutra voted "No".

B. Financial Reports for the Month of September 2022

Total Assets / Liabilities & Equity are \$16,549,025.45, of which Total Current Assets are \$10,358,565.91, and Total Fixed Assets are \$6,041,339.54. In Liabilities, the Total Current Liabilities are \$329,729.26, Total Long Term Liabilities now stands at \$9,687,340.61. In the P&L Report, Water Revenue for September was \$197,743.77. Total Expenditures were \$142,455.76 between September 21 to October 19, 2022.

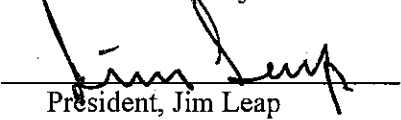
On the graphical representation of the Financials, when compared to the current budget there is 5.2% difference of budgeted revenue versus actual income. The Expenditures had a 1.3% difference above budget.

Vice President Morris moved to adopt the Financial Reports as presented; seconded by Director Smith. With all Directors present, the Financial Reports were unanimously adopted by roll call vote.

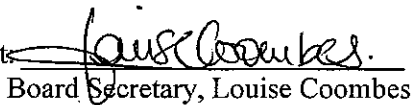
XII. FUTURE MEETINGS & AGENDA ITEMS.

The next meeting date will be on Tuesday, November 22, 2022.

XIII. ADJOURNMENT. President Leap adjourned this meeting at 8:24pm.

Read and approved by: 
President, Jim Leap

Date: 11-22-22

Attest: 
Board Secretary, Louise Coombes

Date: November 22, 2022