

Laurie



REGULAR MEETING OF THE BOARD OF DIRECTORS

President- James Leap
Vice President- Richard Smith
Director- Marcus Dutra
Director- Wayne Holman
Director- Wayne Norton
General Manager- Vicki Morris
District Secretary- Laurie Goodman

AGENDA
Tuesday, August 23, 2016
7:00 PM

Meeting held at
District Office:
388 Blohm Ave.,
Aromas CA 95004

- I. **CALL TO ORDER:**
- II. **ROLL CALL OF DIRECTORS:** Pres. James Leap, V. Pres. Richard Smith, Wayne Holman, Marcus Dutra and Wayne Norton
- III. **PLEDGE OF ALLEGIANCE**
- IV. **STATEMENTS OF DISQUALIFICATION**
- V. **ADDITIONS AND DELETIONS**
- p.3-5 VI. **MINUTES:** Motion to approve the Minutes of the July 26, 2016 Regular Board Meeting.
- 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 minutes. The public may comment on Action and Public Hearing items at the time they are considered by the Board.*
- VIII. **PRESENTATIONS:**
 - A. **DIRECTORS' REPORT**
 - B. **ATTORNEY'S REPORT**
 - p.6-8 C. **MANAGER'S REPORT**
 - p.9 D. **CORRESPONDENCE**
- IX. **ACTION ITEMS**
 - p. 10-14 A. **Financial Reports for the Month of July 2016:** Revenue for July is \$99,803.74. Expenditures between July 21 and August 15, 2016 total \$75,529.43. These financials and monthly expenditures will be presented for discussion and approval.
- XI **FUTURE MEETINGS & AGENDA ITEMS** - Next meeting – September 27, 2016
- XII. **ADJOURNMENT**

Next Res. # 2016-07

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.

**Minutes of the Regular Meeting of
The Board of Directors of the
Aromas Water District
July 26, 2016**

I. CALL TO ORDER:

The regular meeting of the Board of Directors of the Aromas Water District was called to order by President Leap on Tuesday, July 26, 2016 at 7:00 p.m. at the District office located at 388 Blohm Ave, Aromas, California.

II. ROLL CALL:

President Leap, Vice-President Smith, Directors Dutra, Holman and Norton were present. General Manager Vicki Morris, Counsel Bob Bosso and staff Louise Coombes and David DeAlba were also in attendance. General Manager Vicki Morris introduced newly hired staff member, Mark Dias. Maureen Cain is acting District Secretary.

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 or deletions.

VI. MINUTES: The minutes of the June 28, 2016 Regular Meeting were presented for acceptance and approval. Director Norton noted an error in Director's report.

Director Norton moved to approve the meeting minutes as corrected. The motion was seconded by Director Holman and the minutes were approved unanimously.

VII. ORAL COMMUNICATION: There were no comments.

VIII. PRESENTATIONS

A. Director's Report

- Director Norton reported he and GM Morris attended the quarterly meeting of the Monterey County Special Districts Association. The topic of the 3/8 cent sales tax issue was discussed and how it relates to improving traffic in the county.
- Director Dutra reported an office consultation with the General Manager regarding the future building at Marshall site.

B. Attorney's Report:

- Counsel Bosso reported that he is continuing to follow numerous Proposition 218 cases involving water districts.

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

Operations:

- June 2016 production was up. Our revenue in June was the highest it has ever been, reflecting summer usage and higher rates. Customers have been doing well on

20, 2016 total \$65,381.44. President Leap reviewed the expenditures.

Director Dutra moved to accept the financials as presented and V. Pres. Smith seconded. The financials were accepted unanimously.

XII. **FUTURE MEETINGS & AGENDA ITEMS:** Next meeting will be August 23, 2016.

XIII. **ADJOURNMENT** - Pres. Leap adjourned the meeting at 7:55 PM.

Date: July 26, 2016

Read and approved by:

Board President, Jim Leap

Attest: _____
Acting District Secretary

OPERATIONS:

- There are 953 total meters, on 898 parcels
- Loss Production system wide has maintained below 6% for over eighteen+ months
- Carpenteria Well, San Juan Well and Pleasant Acres Well are operational
- Water Treatment Plant- Removing Mn & Fe, Lab results show-Mn not detected in finished water
- Lead & Copper sample bottles were distributed and recovered from 10 homes meeting certain criteria for potential of excessive levels. Lab results will be forthcoming
- Nitrate testing samples for all source wells tested & reported Non-Detected
- Distribution testing for total Coliform- all samples Negative
- All Coliform, iron and manganese & monthly DWR reports were filed timely
- Backwashing WTP filters approximately every 5-7 +/- days, or 1.5 mg
- Monthly Generator 15 minute testing under load

MAINTENANCE:

- Major weed abatement, mowing, and hydrant clearing; purchased two sheep for trial option for several of our fenced sites; preparing water troughs
- Preventative maintenance as needed, minimal flushing as needed
- Graffiti removal whenever it occurs, installation of security cameras
- Chlorine chemical pump maintenance & analyzer maintenance
- AWD continues to offer mulch to the community, located at our Carpenteria site
- Radio transmission difficulty RLS Tank and valve at west entrance, monitoring continued.
- Completed the Pleasant Acres Well VFD & PG&E service upgrade & replacement. Efficiency is markedly improved, high frequency sound issues are eliminated & production is improved. Several months of new records will define improvements

SAFETY MEETINGS:

7/27/2016 Facing Up to Stress staff meeting

STAFF RECOGNITION: David DeAlba completed 10 years of service 8/14/2016.

DROUGHT & CONSERVATION UPDATE:

Governor Brown declared California in a Drought State of Emergency on Jan. 17th 2014.

Last year our customers made a voluntary 30% reduction in use over this same period in 2013.

In May, 2016, the Governor extended the emergency water conservation recommendations through the end of January 2017.

Water production for calendar year 2015 was 280af, considerably lower than it has been in over 10 years. The same trend has continued for the first seven months of 2016. AWD will continue to promote water efficiency and voluntary reduction in outdoor watering to two days per week.

AWD customers are commended for making considerable and significant strides in water conservation.

PROJECTS:

1. The construction of a 30' x 50' steel shop building at the Marshall site: The placement of the new shop and septic leach field will be on the far southeast side of the lot, requiring some adjoining property tree limbing. GM Morris has discussed the building permitting requirements with San

CORRESPONDENCE LIST

Date	Type	To	From	Subject
7/21/16	E	V. Morris, AWD	Cal PERS	457 SIP Plan
7/21/16	E	Scott Ferguson, Jones Hall	Al Correale, USDA	Update on Deobligation of Funds (OR/VDS)
7/23/16	E	AWD	SAMS Administration	Systems Award Management Registration Update
7/26/16	E	Ken Weatherly, Engineer	V. Morris, AWD	Survey Pipeline and Property 1930 San Juan Rd.
7/27/16	E	Robert Johnson, MCWRA	V. Morris, AWD	SGMA, PUMA in Monterey Co
7/27/16	E	Rogelio Martinez-Pio, Monterey Co	V. Morris, AWD	Confirmation of 2016/17 Special Assessments
7/28/16	M	V. Morris, AWD	Special District Risk Mgmt Authority	Updated Worker's Claim Manual
7/29/16	E	Dept. of Water Resources	V. Morris, AWD	Submission of July lab reports
8/1/16	E	AWD	Marcus Mendiola, PWWMA	Water Conservation Rebates
8/1/16	E	AWD	Fleet Operations, St of California	Annual smog notifications
8/2/16	M	V. Morris, AWD	ACWA	Advance Deposit on Dues Program
8/3/16	M	Denise Bragg, and 10 other customers	L. Goodman, AWD	Reminder of Water Sampling for Lead and Copper Test
8/3/16	E	V. Morris, AWD	Petros Demos, Dept. of Transp.	Bulk supply of water for Highway 129 project
8/5/16	E	AWD	Nancy Santos, San Benito Co	Confirmation of 2016/17 Special Assessments
8/8/16	E	L. Goodman, AWD	Darren McBain, LAFCO	State Bd of Equalization: final file
8/8/16	E	Rogelio Martinez-Pio, Monterey Co	V. Morris, AWD	Resolutions for Assessments
8/9/16	E	Dept. of Water Resources	V. Morris, AWD	July-Fe & Mn Rpt
8/9/16	M	V. Morris, AWD	Scott Wood, ACWA-JPIA	Liability & Property Risk Assessment site visit
8/9/16	M	V. Morris, AWD	Special District Risk Mgmt Authority	Revised Employer Notice postings
8/9/16	E	V. Morris, AWD	Brian Lockwood, PWWMA	PUMA Boundary mapping info
8/10/16	E	AWD	Darren McBain, LAFCO of Monterey	SBOE Annexation File
8/10/16	E	Rich Marcus, MBS	V. Morris, AWD	Confirmation of stats, fire sprinklers
8/11/16	E	V. Morris, AWD	R. Bracamonte, Central Water Dist.	Internship Program
8/11/16	M	AWD	Monterey County Resource Management	Bridge Preventive Maintenance Program Project Plans
8/15/16	E	M. Parson, SB Co. Clerk	L. Goodman, AWD	Conflict of Interest Code
8/16/16	E	Supvr. Phillips and 7 others	V. Morris, AWD & 9 others	Request for commitment to provide increased police presence in Aromas

Aromas Water District
 Balance Sheet Prev Year Comparison
 As of July 31, 2016

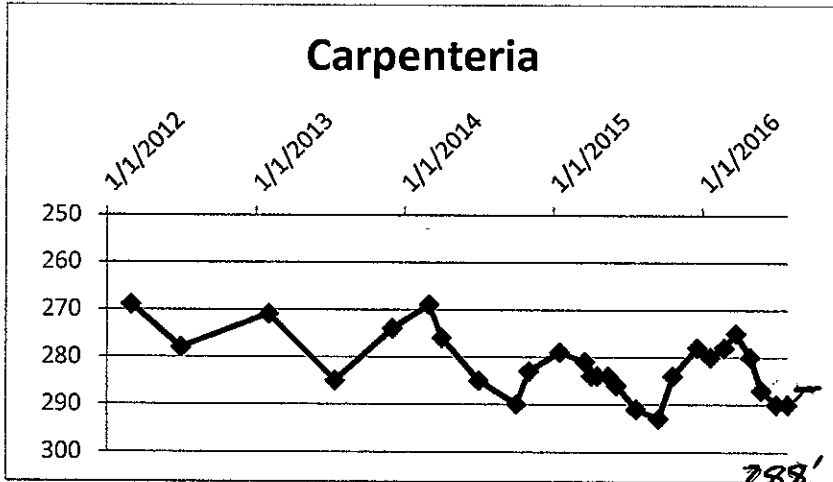
	Jul 31, 16	Jul 31, 15
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 - Accounts Payable	10,323.83	293,563.29
Total Accounts Payable	10,323.83	293,563.29
Credit Cards		
First Bankcard -- Trevor Zelmar	11.63	0.00
Valero	451.81	548.05
First Bankcard -- Gina Patten	0.00	-186.15
First Bankcard -- David DeAlba	160.54	-39.02
First Bankcard -- Vicki Morris	10.00	-200.00
Total Credit Cards	633.98	122.88
Other Current Liabilities		
Deferred Inflows- Actuarial	71,476.00	71,476.00
CUSTOMER DEPOSITS		
Connection Deposits Payable	4,000.00	4,000.00
Hydrant Meter Deposit	150.00	300.00
Total CUSTOMER DEPOSITS	4,150.00	4,300.00
Accrued Vacation Payable	17,011.82	17,274.27
Interest Payable	7,296.48	7,544.28
PVWMA Payable	8,922.52	5,798.59
Total Other Current Liabilities	108,856.82	106,393.14
Total Current Liabilities	119,814.63	400,079.31
Long Term Liabilities		
GASB 68 Pension Liability	436,144.00	436,144.00
City National Bank	1,423,227.52	1,525,687.33
Total Long Term Liabilities	1,859,371.52	1,961,831.33
Total Liabilities	1,979,186.15	2,361,910.64
Equity		
Investment in Capital Assets	3,945,714.00	3,945,714.00
Unrestricted Net Assets	799,664.35	558,909.25
Net Income	36,835.08	21,508.81
Total Equity	4,782,213.43	4,526,132.06
TOTAL LIABILITIES & EQUITY	6,761,399.58	6,888,042.70

Aromas Water District
 Profit & Loss Budget Performance

July 2016

	Jul 16	Budget	Jul 16	YTD Budget	Annual Budget
Communications					
455 · Phone, Off	315.82	280.00	315.82	280.00	3,400.00
456 · Telemetry	301.54	295.00	301.54	295.00	3,600.00
457 · Answ Serv/Cellular Phone	218.88	250.00	218.88	250.00	3,200.00
Total Communications	836.24	825.00	836.24	825.00	10,200.00
Administrative & General					
487 · Depreciation	10,500.00	10,500.00	10,500.00	10,500.00	125,000.00
405 · Election	0.00	0.00	0.00	0.00	6,000.00
406 · Liability Ins	1,546.83	1,500.00	1,546.83	1,500.00	18,000.00
415 · Interest, Bond	0.00	3,450.00	0.00	3,450.00	41,505.00
420 · Legal Fees	1,250.00	1,300.00	1,250.00	1,300.00	15,600.00
422 · Bank Charges	-40.00	125.00	-40.00	125.00	1,500.00
423 · Litigation Contingency	0.00	10,000.00	0.00	10,000.00	10,000.00
425 · Audit	0.00	0.00	0.00	0.00	9,000.00
471 · Bad Debts	34.60	20.00	34.60	20.00	500.00
473 · Memberships	921.90	300.00	921.90	300.00	15,000.00
Total Administrative & General	14,213.33	27,195.00	14,213.33	27,195.00	242,105.00
Total Expense	62,968.66	81,173.00	62,968.66	81,173.00	1,003,080.00
Net Ordinary Income	36,835.08	15,037.00	36,835.08	15,037.00	0.00
Other Income/Expense					
Other Income					
309 · Contributed Capital Assets	0.00	962.59	0.00	962.59	0.00
Total Other Income	0.00	962.59	0.00	962.59	0.00
Net Other Income	0.00	962.59	0.00	962.59	0.00
Net Income	36,835.08	15,999.59	36,835.08	15,999.59	0.00

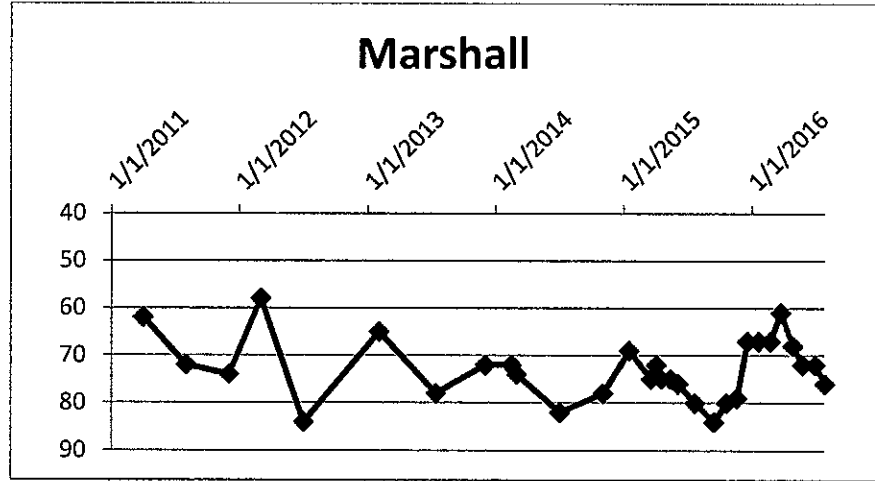
Well Depth Charts - As Of July 26 2016



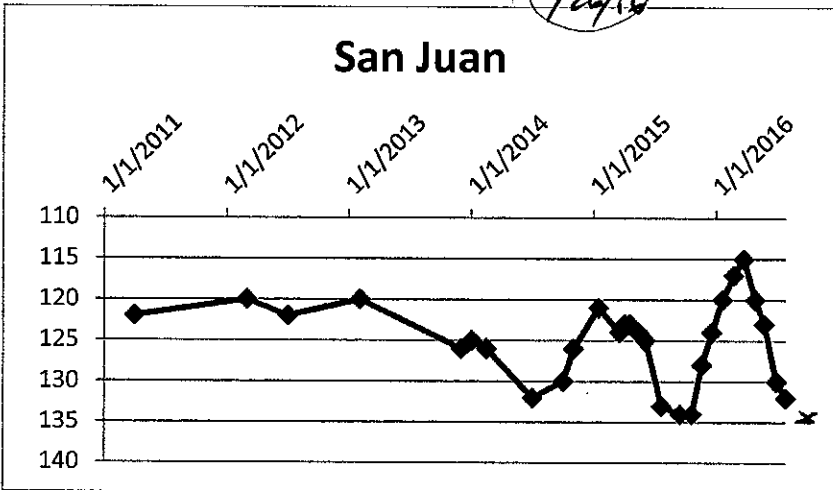
Carpenteria Well: Previous Read = 290 ft ; New Read = 290 ft

7/26/16

288'
8/23/16



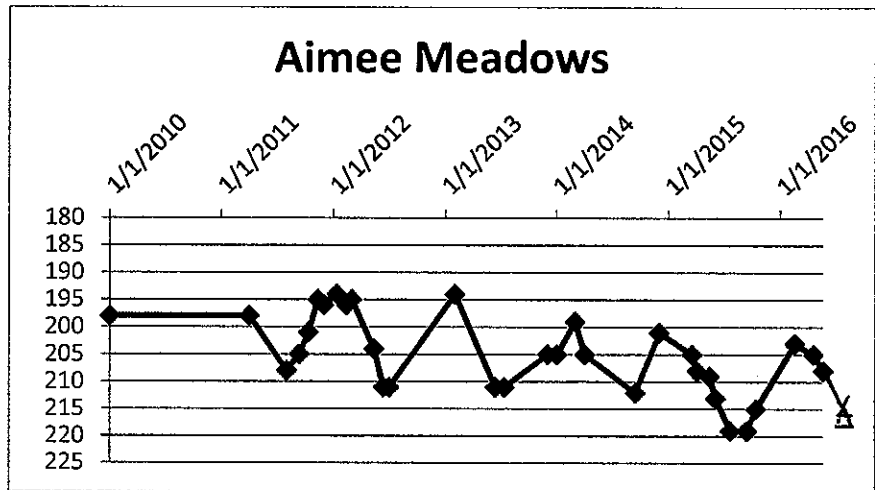
Marshall Well: Previous Read = 72 ft ; New Read = 76 ft - 7/20/16



San Juan Well: Previous Read = 130 ft ; New Read = 132 ft

7/26/16

135'
8/23/16



Aimee Meadows Well: Previous Read = 208 ft ; No New Read

5/20/16

218'
7/20/16