

**Minutes of the Special and Regular Meetings of the
Aromas Water District Board of Directors
August 26, 2025**

- I. **CALL TO ORDER.** The regular meeting of the Aromas Water District Board of Directors was called to order by President Capron on Tuesday, August 26, 2025, at 7:00 p.m. Attendees were present in the Aromas Water District Board Room and on Zoom.
- II. **ROLL CALL.** President Capron, Vice-President Powers, Directors Norton, and Morris were present in the Aromas Water District Board Room along with General Manager Johnson; Counsel Quinn attended via Zoom. Director Holman was absent.
- III. **PLEDGE OF ALLEGIANCE.** Director Morris led the pledge of allegiance.
- IV. **ADDITIONS AND DELETIONS.** There were no additions or deletions.
- V. **PUBLIC COMMENT.** There was no public comment.
- VI. **MINUTES.** The minutes of the July 22, 2025, Regular Board Meeting were presented for review and approval. Director Morris moved for approval of the minutes; Director Norton seconded. Minutes were unanimously approved by the Directors present.
- VII. **PRESENTATIONS & REPORTS**

A. Director's Report. Director Norton attended the San Benito Business Council meeting, where Assemblymember Robert Rivas was the speaker. The Assemblymember indicated that unless San Benito County presents a unified front in relation to issues, there is not a lot he can do for them. Also, Director Norton discuss interest from a group that would like to utilize a part of our land for a high-speed internet cabinet. Vice-President Powers mentioned that a customer asked him about a turf replacement rebate program.

B. Attorney's Report. No Attorney's report.

C. Manager's Report:

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in July 2025 was 10,803,898 gallons; roughly 1% higher than June's production, and 16% lower than July's average production. The average daily production was 348,513 gallons.

The District has 978 total connected.

Carpenteria well was operated the entire month. San Juan and Pleasant Acres wells were used 23 days each. All water testing reports were filed on time.

Operational well levels: Carpenteria well water level increased two feet, while San Juan well water level increased one foot compared to the previous month's reading. **Observational wells:** The Marshall well level showed no change from last month, and the Aimee Meadows well reading showed an increase of two feet from the previous month.

INCIDENTS

Staff reported there were three incidents this last month, one at the base of Ballantree Lane, another at 3570 Pleasant Acres, and last on Moon Place. Staff are working to develop volume estimates of the losses.

ADMINISTRATIVE

Staff & Board Recognition

GM Johnson reported on the following staff activities: 1) Management Analyst (MA) Girōn, and Accounting Clerk (AC) Hill continue to compile information for the District Financial Audit, 2) Chief Operator DeAlba and Operator Smith have been working to get the San Juan well back online, 3) Operator Smith successfully completed the hands-on and written portions of the Backflow Certification testing process, and 4) MA Girōn and AC Hill have done a great job keeping the District on track, considering the multiple times other staff have been out of the office.

Conservation & Rainfall

The beginning of the new rainfall year was on October 1, 2024. Since then, 17.16 inches of precipitation has been recorded by the rain gauge at Chittenden Pass.

PROJECTS

School Tanks Abandonment and Replacement

Two phases of the School Tanks abandonment project are completed (installation and protection). The project has two additional phases (destruction and communication), that will be evaluated when presented at a Board meeting later in the year.

Training opportunities for the Board members and General Manager

One of the required trainings for Board members and District Management was completed on April 22. The next required training has been discussed and will be performed off site based on each Board member's and General Manager's schedule.

Status of Marshall Well Replacement Project

The LSCE proposal for the Design and Construction phases of the project was approved by the Board. A contract has been developed and signed by both parties.

Status of San Juan Well repair

The San Juan well has been out of commission for repairs since mid-February. The contractors have completed the patch work and videoed the casing. The well is back online and now work to clean out the filters is in process.

Status of the Operations Shop Construction Project

An architect has visited the site for the shop and has developed architectural drawings needed for the bid packages and County permits. An update will be provided when there is further progress.

Development and implementation of a Cross-Connection Contamination Prevention Program and Plan

The State is requiring the development and implementation of a Cross-Connection Contamination Prevention Program by July 1. Staff requested and have been granted an extension from the State regarding this matter. Staff has been working on both a program and a plan and will present the finished plan and related Resolution to the Board of Directors at tonight's meeting.

D. Correspondence

GM Johnson went through the monthly correspondence list and provided information on specific items.

IX. ACTION ITEMS

A. Consider and Approve Resolution #2025-03, Adoption of the District's Cross-Connection Control Program/Plan, and provide direction to staff

Staff presented information and a Resolution about the District's Cross-Connection Control Program/Plan (CCCP/P). Staff discussed the required elements of the CCCP/P that have become a requirement from the State. The DRAFT CCCP/P and Resolution were presented, and District Counsel suggested a small change to allow an Appeals Process. A motion to Approve the Resolution and Adopt the CCCP/P was put forth by Director Norton and seconded by Director Morris. A roll call vote was performed and all directors present voted yes, with one Director absent.

B. Consider and Approve Resolution #2025-04, Adoption of an updated Shutoff/Disconnection Policy, and provide direction to staff

Staff presented the updated Shutoff/Disconnection Policy and a related Resolution for discussion. District Counsel had provided information to staff stating that the District cannot shut off any customer's water for nonpayment if there is not a Shutoff/Disconnection Policy on the District website. Therefore, considering the District has at least two customers that owe the District over one thousand dollars, staff and Counsel developed this policy for the Board to discuss and take action. A motion to Approve the Resolution and Adopt the Shutoff/Disconnection Policy was put forth by Director Norton and seconded by Director Morris. A roll call vote was performed and all directors present voted yes, with one Director absent.

C. Receive Financial Reports for the Month of July 2025 and Approve Expenditures

Total Assets / Liabilities & Equity are \$16,185,686.47. In the P&L Report, Revenue for July was \$241,443.42. Total Expenditures were \$361,707.93 between July 15, 2025, and August 18, 2025.

Vice-President Powers moved to adopt the Financial Reports which was seconded by Director Norton. The Financial reports were unanimously approved by the Directors present.

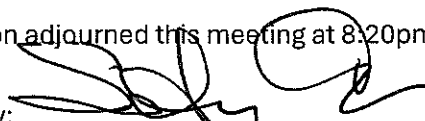
X. FUTURE MEETINGS & AGENDA ITEMS

The next regular Board meeting date will be September 23, 2025, at the Aromas Water District Board Room. The Tour of District Facilities was mentioned again; GM Johnson will work with staff and Directors to identify a time for the tour.

XI. ADJOURNMENT


President Capron adjourned this meeting at 8:20pm.

Read and approved by:



President, Seth Capron

Attest:



Board Secretary, Robert Johnson

Date: 9/23/25

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