

**Minutes of the Special and Regular Meetings of the
Aromas Water District Board of Directors
May 27, 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, May 27, 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 Holman were present in the Aromas Water District Board Room along with General Manager Johnson; Counsel Quinn attended via Zoom. Director Morris was absent.
- III. **PLEDGE OF ALLEGIANCE.** Director Holman led the pledge of allegiance.
- IV. **STATEMENTS OF DISQUALIFICATION.** There were no statements of disqualification.
- V. **ADDITIONS AND DELETIONS.** There were no additions or deletions.
- VI. **PUBLIC COMMENT.** There was no public comment.
- VII. **MINUTES.** The minutes of the April 22, 2025, Special and Regular Board Meetings were presented for review and approval. Vice-President Powers moved for approval of the minutes; Director Norton seconded. Minutes were unanimously approved by the Directors present.
- VIII. **PRESENTATIONS & REPORTS**

A. Director's Report. Director Norton reported that he went to the San Benito Business Council meeting where they discussed forming a Special Districts Chapter of San Benito and Santa Cruz counties. This item was requested to be put on the June meeting agenda.

B. Attorney's Report. There was no attorney report.

C. Manager's Report:

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in April 2025 was 6,196,163 gallons; roughly 17% higher than March's production, and 16% lower than April's average production. The average daily production was 206,539 gallons.

The District has 976 total connected meters – no new connections this month.

Carpenteria well was operated for 29 days, while Pleasant Acres wells was operated for 30 days. San Juan well is offline for repairs. All water testing reports were filed on time.

Operational well levels: Carpenteria well water level decreased six feet, while San Juan well water level showed a decrease of one foot. **Observational wells:** The Marshall well level showed a decrease of seven feet from last month, and the Aimee Meadows well reading showed a decrease of six feet from the previous month.

INCIDENTS

On May 3, 2025 (a Saturday night), there was a line break on Pleasant Acres Lane, that resulted in the loss of approximately 87,000 gallons of water. The repair was performed the next day, though due to the nature of the break, a Boil Water Notice (BWN) needed to be issued. The BWN was rescinded two days later after water samples indicated there was no presence of coliform.

ADMINISTRATIVE

Staff & Board Recognition

GM Johnson reported on the following staff activities: 1) Management Analyst (MA) Girōn, and Accounting Clerk (AC) Hill are preparing for the upcoming District Financial Audit, 2) MA Girōn and AC Hill have begun learning how to utilize the District's GIS, 3) Operator Smith did well during the Pleasant Acres Lane incident, and represented the District with professionalism and expertise, 4) MA Girōn is working on the annual Consumer Confidence Report (CCR), and 5) GM Johnson completed the Working Genius Certification training on May 14, 2025.

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

Follow-up on the Kang Annexation effort

The Kang Annexation was approved by the San Benito County LAFCo on the March 13, 2025 meeting. The installation has been scheduled since February 11, 2025, though it has had to be postponed (four times so far) due to weather and field conditions.

School Tanks Abandonment and Replacement

Staff and contractor have completed the first phase of the School Tanks abandonment project. The project has three additional phases, one of which should be completed this fiscal year. A local contractor has built a protective cage-fence to protect the Pressure Reducing Valve.

Purchase of a new network copier/printer/scanner

The current network copier/printer/scanner unit has been discontinued by Xerox for some time, and no new parts will be manufactured, and support will be discontinued as of Q4 2024. A replacement unit is to be delivered June 10.

Status of Marshall Well Replacement Project

This item will be discussed at tonight's Board meeting.

Status of San Juan Well repair

The San Juan well has been out of commission for repairs since mid-February. The contractor has been working to gather the cost estimates for patching the holes in the casing.

Status of the Operations Shop Construction Project

This item will be discussed at tonight's Board meeting.

D. Correspondence

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

IX. ACTION ITEMS

A. Consider and Approve a Consulting Agreement with Luhdorff & Scalmanini in the amount of \$600,684.00 Regarding the Marshall Well Replacement Project, and provide direction to staff
Staff presented the proposal for well design and construction management (Proposal) for the Marshall Well Replacement Project (Project) provided by Luhdorff & Scalmanini (LSCE). A discussion regarding timing, costs, and possible alternatives to save monies occurred. Director Norton made a motion to approve the Proposal with an amount not to exceed \$605,000.00; Vice-President Powers seconded. The motion carried unanimously by the Directors present.

B. Discuss Cooperation Opportunities with Rancho Aromitas Firewise Community (RAFC) Regarding Protection of District Infrastructure from Wildfires and Upgrade of Fire Flow Capacity, and provide direction to staff

President Capron asked staff to place this matter on the agenda. The Rancho Aromitas Firewise Community (RAFC) has been influential with the County-wide Firewise Council, which can help provide support for grant opportunities. The RAFC has reached out to see if there are grant or other opportunities that would be mutually beneficial to the RAFC and the District. Director Norton made a motion to have staff work with the RAFC to begin identifying cooperative opportunities; Vice-President Powers seconded. The motion carried with three yeases, no nones, and Director Holman abstaining.

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

Total Assets / Liabilities & Equity are \$16,116,648.77. In the P&L Report, Revenue for April was \$276,561.79. Total Expenditures were \$505,854.72 between April 15, 2025, and May 14, 2025.

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

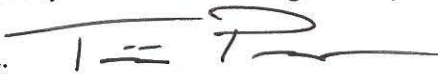
X. FUTURE MEETINGS & AGENDA ITEMS


The next regular Board meeting date will be June 24, 2025, at the Aromas Water District Board Room. Both the Expense and the Capital Budgets for Fiscal Year 2025-2026 will be presented at that meeting.

Also, Vice-President Powers indicated that he would miss the July meeting.

XI. ADJOURNMENT

President Capron adjourned this meeting at 8:30pm.

Read and approved by: 
Vice President, ~~Seth Capron~~
Timothy Powers
Date: 6/24/25

Attest: 
Board Secretary, Robert Johnson
Date: 6/24/25