

**Minutes of the Special and Regular Meetings of the
Aromas Water District Board of Directors
December 23, 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, December 23, 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, Morris and Holman were present in the Aromas Water District Board Room along with General Manager Johnson; Counsel Quinn attended via Zoom.
- III. **PLEDGE OF ALLEGIANCE.** Director Holman 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 November 25, 2025, Regular Board Meeting were presented for review and approval. Director Morris moved for approval of the minutes; Vice-President Powers seconded. Minutes were unanimously approved by the Directors present.

VII. PRESENTATIONS & REPORTS

A. Director's Report. Director Morris brought up concern from the community regarding the Chipper Program and the FireWise community efforts. It was requested to have that item on the January Board Meeting agenda.

B. Attorney's Report. Counsel Quinn indicated that she would be reporting on SB707 and tiered water rates at the January Board meeting.

C. Manager's Report:

OPERATIONS & MAINTENANCE

Production & Well Levels

Total production in November 2025 was 5,086,340 gallons; roughly 26% lower than October's production, and 25% lower than November's average production. The average daily production was 169,545 gallons.

The District has 979 total connected meters.

San Juan well was operated 26 days this month, while Carpenteria well was operated 22 days. Pleasant Acres well was not operated this month. All water testing reports were filed on time.

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

INCIDENTS

No incidents to report.

ADMINISTRATIVE

Staff & Board Recognition

GM Johnson reported on the following staff activities: 1) Management Analyst (MA) Girōn, and GM Johnson are reviewing the DRAFT documents from the Auditors regarding the Audit, 2) Chief Operator DeAlba and GM Johnson toured the District facilities with the ACWA-JPIA Risk Management representative, and a report will be provided soon, and 3) GM Johnson is preparing to lead staff through the Working Genius training program, as well as a Tabletop Training Exercise (TTX).

Conservation & Rainfall

The beginning of the new rainfall year was on October 1, 2025. Since then, 6.12 inches of precipitation has been recorded by the rain gauge at Chittenden Pass, with no precipitation has occurred (to date) this month.

PROJECTS

Training opportunities for the Board members and General Manager

The Board members and the GM attended the Special District Leadership Academy in November. These trainings have already provided foundational information that will help shape the future of the District.

Status of Marshall Well Replacement Project

An update will be provided at tonight's meeting.

Status of the Operations Shop Construction Project

An update will be provided at tonight's meeting.

Annexation of Driscoll properties into the Aromas Water District boundary

As part of the agreement with Driscoll Berries, the District has agreed to apply to Monterey County LAFCo (MCLAFCo) for an annexation of three small properties into the District boundary. There has been no progress in the last month.

Development of Tabletop Training Exercise (TTX)

As per the General Manager's Performance Evaluation, a tabletop training exercise is to be developed for staff training in October. An initial draft has been developed, and editing is in process.

D. Correspondence

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

VIII. ACTION ITEMS

A. Consider receiving a presentation from South Valley Internet, and providing direction to staff

South Valley Internet (SVI) presented a proposal to utilize a portion of the District's Marshall Yard for their Fiber Optic Cable infrastructure. A discussion ensued, resulting in direction being given to District staff to work with SVI staff to develop an agreement for use of the District's land. A motion was made by Director Norton and seconded by Director Morris, that was approved by the full Board.

B. Receive an update on the Marshall Well Replacement Project, and provide direction to staff

Staff presented an update on the Marshall Well Replacement Project (Project). The update indicated that there has been delays in getting some critical path items completed in a timely manner. The Board indicated that they would like a presentation from the consultants regarding the Project, as well as an updated Gantt Chart every two months to keep track of progress. The update was received by the full Board.

C. Receive an update on the Operations Shop Construction Project, and provide direction to staff

Staff presented an update on the Operations Shop Construction Project. The update presented a schedule of activities that would occur once the bids were in and a contractor was (or contractors were) selected. There have been delays getting the bid packages evaluated. The update was received by the full Board.

D. Review Proposed Workshop Schedule for Remainder of Fiscal Year 2025-26, and provide direction to staff

Staff presented a proposed Board Workshop schedule for the remainder of Fiscal Year 2025-26 that would allow for, 1) a Board Policy Manual workshop, 2) a Strategic Planning workshop, and 3) a Board Budget workshop (an annual task, though the previously-listed workshops needed to be held before staff can move forward with developing the budget for the following fiscal year. The first workshop was scheduled for January 6, 2026, and was completed with direction to staff to bring back example policies for review by a Board Policy Ad-Hoc Committee. The proposed Workshop schedule was approved by consensus.

E. Receive Financial Reports for the Month of November 2025 and Approve Expenditures

Total Assets / Liabilities & Equity are \$16,048,396.02. In the P&L Report, Revenue for November was \$153,280.29. Total Expenditures were \$112,873.35 between November 22, 2025, and December 17, 2025.

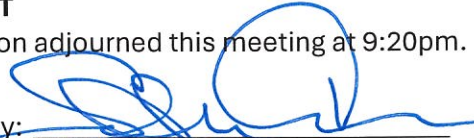
Director Morris moved to adopt the Financial Reports which was seconded by Director Norton. The Financial reports were unanimously approved by the Directors present.

IX. FUTURE MEETINGS & AGENDA ITEMS

The next regular Board meeting date will be January 27, 2026, at the Aromas Water District Board Room. For this meeting, a number of topics were discussed to bring forward, as time would allow.

X. ADJOURNMENT

President Capron adjourned this meeting at 9:20pm.

Read and approved by: 
President, Seth Capron

Date: 1/27/2026

Attest: 
Board Secretary, Robert Johnson

Date: 1/27/26