



MANAGING RESOURCES FOR A BETTER FUTURE

DIRECTORS  
NICK BRUNO, PRESIDENT  
JEFFREY D. COULTHARD, VICE PRESIDENT  
AMBER MENDOZA, TREASURER  
DANNY HOFFMAN  
LYNN HOFFMAN  
BRIAN PARTRIDGE  
TONI SCARBOROUGH

JULIA D. BERRY, GENERAL MANAGER/SECRETARY  
MIKE CUTTONE, ASSISTANT TREASURER  
BRIAN EHLERS, DISTRICT ENGINEER  
LAUREN D. LAYNE, LEGAL COUNSEL

**Minutes of the Meeting of the Board of Directors  
Root Creek Water District  
held on  
December 9, 2019**

**1. Call to Order:**

The board meeting for the Root Creek Water District was called to order at 11:09 a.m. at the Lodge at Riverstone by President Nick Bruno. Board members present were Nick Bruno, Jeff Coulthard, Lynn Hoffman, Amber Mendoza and Brian Partridge. Board members absent: Toni Scarborough and Dan Hoffman. Members of the public included Julia Berry, Doug Jensen, Brian Ehlers, Henry Monreal, Nancy Pirie, and Al Solis.

**2. Additions to the Agenda:**

There were no additions made to the agenda.

**3. Public Comment:**

There was no public comment.

**4. Potential Conflicts of Interests:**

There were no conflicts identified.

**5. Consent Calendar:**

A motion was made to accept and approve items 5a, 5b, 5c by Director Partridge, seconded by Director L. Hoffman, and the motion carried.

**6. Correspondence:**

There was no correspondence.

**7. CLOSED SESSION was moved and scheduled for the end of the meetings, after the RCWD GSA meeting.**

**8. PUBLIC HEARING: Called to Order at 11:13 a.m.**

There was no public comment.

A motion was made by Director Partridge, seconded by Director L Hoffman, and the motion carried to adopt updated fees and to sign resolutions to that effect for the following:

- i. Special Assessment (per acre)
- ii. Agricultural Surface Water Fee
- iii. Agricultural Groundwater Recharge Fee
- iv. Municipal Storm Drain Rate
- v. Municipal Wastewater Rate
- vi. Municipal Water Rates
- vii. Construction Inspection Fee

The Public hearing was closed at 11:19 a.m.

## **9. BOARD ACTION ITEMS**

### **a. Bank Account:**

A motion was made Director L. Hoffman and seconded by Director Jeff Coulthard to open and additional bank account. The motion carried.

### **b. Dedication of Facilities:**

A motion was made by Director Partridge and seconded by Director Coulthard to accept the dedication of facilities Gateway Village Phase 1 Block 1. The motion carried.

### **c. 2020 Budget:**

A motion was made by Director L. Hoffman and seconded by Director Partridge to adopt a budget for calendar year 2020. The motion carried.

### **d. General Management Services:**

A motion was made and by Director Partridge and seconded by Director Coulthard to enter into an annual agreement for general management services with Julia Berry. The motion carried.

### **e. Standard Specifications for Public Works Improvements:**

Director Partridge made a motion, seconded by Director L. Hoffman to adopt updated District Standard Specifications for Public Improvements. The motion carried. Items included:

1. Sewer Cast Iron Manhole Frame and Cover
2. PVC Pipe T Restraints
3. Ductile Iron T Restraints
4. 1-inch Service Meter Box and Installation
5. 1.5-inch Service Meter Box and Installation
6. 2-inch Service Meter Box and Installation
7. Temporary Blow-off Assembly with Restrained Joint
8. Temporary Blow-off Assembly with Concrete Thrust Restraint
9. Temporary Concrete Thrust Blocks

## **10. COMMITTEE REPORTS**

### **a. Wastewater Treatment:**

No reportable items.

**b. Water Supply and Utilization:**

A motion was made by Director Coulthard and Seconded by Lynn Hoffman to adopt a policy regarding annexation to the District. The motion carried.

Staff was given direction through general consensus to negotiate with the Wonderful Company regarding 2020-2021 water year water purchases.

**11. District Engineers Report**

Brian Ehlers reported that the average daily flow of wastewater at the plant is 51,000 gpd, peak flows are at 68,000 gpd. We continue to contact the manufacturer of the Generac generator to get repairs completed and have made some headway. Average groundwater change (2014-2019) at 16.41 feet to the positive. Highest increase in groundwater level is seen at well #142 (25ft increase), and lowest increase at well #85 (3-4ft increase). On average groundwater levels are on the incline in the district due to importation of water supplies.

**12. Legal Counsel Report**

No report was given.

**13. General Manager's Report**

A motion was made by Director Partridge and seconded by Jeff Coulthard to adopt a meeting schedule for calendar year 2020. The motion carried.

**14. Community Facilities District (CFD)**

- a. Director L. Hoffman made a motion, seconded by Director Coulthard to receive and file the CFD Local Special Tax and Bond Accountability Report for the FY Ended June 30, 2019. The motion carried.

The regular Board meeting was suspended at 12:04 p.m. to conduct the RCWD GSA Meeting, followed by Closed Session.

The regular meeting was reconvened at 12:52 p.m. to conduct Closed Session.

There were no reportable items from Closed Session.

**f. Adjournment:**

A motion to adjourn was made by Director L. Hoffman and seconded by Director Coulthard, and the motion carried. The meeting was adjourned at 1:00 p.m.



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Julia D. Berry, District Secretary