



MANAGING RESOURCES FOR A BETTER FUTURE

DIRECTORS  
NICK BRUNO, PRESIDENT  
JEFFREY D. COULTHARD, VICE PRESIDENT  
SHANNON SIMONIAN, TREASURER  
ERIC BREAM  
MATTHEW CERNIGLIA  
HENK GRIFFIN  
MIKE DELAGUERRA

JULIA D. BERRY, GENERAL MANAGER  
MIKE CUTTONE, ASSISTANT TREASURER  
BRIAN EHLERS, DISTRICT ENGINEER  
FRANK SPLENDORIO, LEGAL COUNSEL

**Minutes of the Special Meeting of the Board of Directors  
Root Creek Water District  
held on  
Monday November 18<sup>th</sup>, 2024**

**1. Call to Order**

The board meeting for the Root Creek Water District (RCWD) was called to order at 11:01 a.m. by President Nick Bruno. Board members present were Nick Bruno, Jeffrey Coulthard, Shannon Simonian, Mike DelaGuerra, Eric Bream, and Henk Griffin. Board Members absent: Matt Cerniglia. Members of the public included Steve Spencer, Brian Ehlers, Julia Berry, Steve Pickens, Frank Splendorio, Al Solis, and Tommy Lozano.

**2. Public Comment**

The district received no public comment.

**3. Potential Conflicts of interest**

There were no potential conflicts of interest identified.

**4. Consent Calendar**

A motion was made by Director Coulthard, seconded by Director DelaGuerra to approve the minutes from the October 14th, 2024, to accept the September 2024 financials and approve the customer payment plan. A typo was identified in the District Engineer's report: the wastewater plant expansion will be to 600,000 gal/day, not 60,000, as was written in the draft minutes. The motion carried.

**5. Correspondence**

There was no correspondence.

**6. Public Hearing**

The public hearing was called to order at 11:03 a.m. There was no public comment. A motion was made by Director Coulthard, seconded by Director DelaGueera to adopt resolution to established fees for the 2025 calendar year. The public hearing closed at 11:04 a.m.

**7. Board Action Items**

- a. **Ratification of Emergency Repairs to Well 2** – Director Griffin made a motion, seconded by Director Simonian, to ratify a contract with Zim Industries, in a form approved by District Counsel, for repair services to Well 2. The motion carried.
  - b. **Authorize Staff to Procure Construction Services to Well 1**– Director DelaGuerra made a motion, seconded by Director Griffin, to authorize the General Manager, or her designee, to negotiate and enter into a contract, in a form approved by District Counsel, for repair services to Well 1. The motion carried.
  - c. **Authorize Staff to Procure IT Services** – Item was continued to the December meeting.
  - d. **Authorize Staff to Procure IT Services** – Item was continued to the December meeting.
- 8. District Engineers Report**  
Peak wastewater flows reached 385,000 gallons per day and average daily flows were 323,000 gallons per day. Water production was 34,000,000 gallons in October.
- 9. Legal Counsel Report**  
No Report was given.
- 10. District Manager’s Report**  
The were 100 building permits pulled in the month of October. GM Berry has attended
- 11. Community Facilities District**
- a. A motion was made by Director DelaGuerra, seconded by Director Coulthard to approve the Local Special Tax and Bond Accountability Report for FY 2023/2024 for CFD 2026.
- 12.** The meeting was adjourned unanimously at 11:58 am.



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Julia D. Berry, District Secretary