



MANAGING RESOURCES FOR A BETTER FUTURE

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

JULIA D. BERRY, GENERAL MANAGER/SECRETARY
BRIAN EHLERS, DISTRICT ENGINEER
FRANK SPLENDORIO, LEGAL COUNSEL

**Minutes of the Regular Meeting of the Board of Directors
Root Creek Water District
held on
Monday, April 13, 2026**

1. Call to Order

The board meeting for the Root Creek Water District (RCWD) was called to order at 11:00 a.m. by President Nick Bruno. Board members present: Nick Bruno, Jeffrey Coulthard, Shannon Simonian, Mike De La Guerra, Henk Griffin, Eric Bream, Matt Cerniglia. Members of the public included Julia Berry, Frank Splendorio, Brian Ehlers, Steve Pickens, Sam Cunningham, and Melissa Anna.

2. Additions to the Agenda

There were no additions to the agenda.

3. Public Comment

There was no public comment.

4. Closed Session

Closed Session convened at 11:01 a.m. and closed at 11:17 a.m.

4b. Directors De La Guerra made a motion, seconded by Director Coulthard with a unanimously 7-0 vote rejection of claim. No other reportable action.

5. Report from Closed Session

There were no reportable items.

6. Potential Conflicts of interest

There were no potential conflicts of interest identified.

7. Consent Calendar

A motion was made by Director Cerniglia, seconded by Director Griffin a, to adopt the minutes from the meeting on March 9, 2026, and to accept the February 2026 financials. The motion carried.

8. Correspondence

There was no correspondence.

9. Board Action Items

- a. **Fines and Penalties Appeals Policy** - Director De La Guerra made a motion, seconded by Director Coulthard to adopt a District Fines and Penalties Appeals Policy. The motion carried. President Bruno, Directors Griffin and De La Guerra volunteered to serve on the Appeals Board. Directors Cerniglia, Simonian and Coulthard volunteered to serve as alternates on the Appeals Board.
- b. **Revised Report of Waste Discharge** – Director Griffin made a motion, seconded by Director Cerniglia to approve the General Manager, to sign task order in a form approved by District Counsel, with Provost & Pritchard to draft and submit a revised Report of Waste Discharge, an amount not to exceed \$64,000.00 and make a budget adjustment accordingly. *Budget Item (620.04-3)*. The motion carried.
- c. **Engineering Design Services, Sewer Lift Station** – Director Cerniglia made a motion seconded by Director Simonian to approve the General Manager, or her designee, to sign task order in a form approved by District Counsel, with Provost & Pritchard for design of a sewer lift station for Riverstone Village C in the amount of \$168,000.00 and make a budget adjustment accordingly. *Budget Item (620.04-3)*. The motion carried.
- d. **MID Assessment (EDU Payment)** – Director Griffin made a motion, seconded by Director De La Guerra to approve a budget adjustment in the amount of \$80,826.84 for payment to MID for past annual EDU Assessments and to make a budget adjustment accordingly. *Budget Item (520.01-2)*. The motion carried.
- e. **MK Election Services** – Director Griffin made a motion, seconded by Director Cerniglia to approve the General Manager, or her designee, to approve the contract with MK Elections Services, LLC for election services under the direction of the General Manager, in a form approved by District Counsel, in the amount of \$15,970.00 and make a budget adjustment accordingly. *Budget Item (620.03-1)*. The motion carried.
- f. **MK Election Services** – Director Griffin made a motion, seconded by Director Cerniglia to approve the General Manager, or her designee, to approve the contract with MK Elections Services, LLC for Proposition 218 election services under the direction of the General Manager, in a form approved by District Counsel, in an amount not to exceed \$33,000.00 and make a budget adjustment accordingly. *Budget Item (620.03-1)*. The motion carried.
- g. **Municipal Well Investigation** – Director Cerniglia made a motion, seconded by Director Simonian to approve the General Manager, or her designee, to approve the contract with Provost and Pritchard for engineering services in a form approved by District Counsel, in an amount not to exceed \$65,000.00 and create a new budget item labeled Municipal Well #6. *Budget Item (900.15)*. The motion carried.

10. District Engineer Report

District Engineer Brian Ehlers reported that the average daily wastewater flow for the month of March was stable at 453,448 gallons and the peak flow was 561,610 gallons – down from February. There were 43,528,793 gallons in municipal water deliveries in March to support the following uses: municipal, landscape irrigation, commercial, system hydrant flushing, construction, Water Treatment Facility commissioning, and Wastewater Treatment Plant operations. In the month of March, the total residential and commercial water connections in the system were 3,381. Wells 1, 2 and 7 are connected to the Treatment Plant. Construction on the widening of Avenue 12 continues. Contractor encountered water in trench when crossing District water pipeline. County Road Commissioner directed contractor to replace sand bedding with pea gravel wrapped in nonwoven filter fabric to protect from washout.

11. Legal Counsel Report

General Counselor Splendorio discussed how the State of California may request disaster plans for fire areas and, if applied to Root Creek Water District, would require County Supervisor approval of disaster plans.

12. District Manager's Report

GM Berry reported on upcoming elections updates with potential services from MK Elections Services, LLC. for election and Proposition 218 services. GM Berry reported that staff and extended teams are continuing to work with Brian Ehlers and Frank Spendorio on a revised capacity fees study. She also reported there will be a Meter and Inspection Fees Public Hearing to reflect the increase in rates in 2026. GM Berry reported that regular RCWD Operations meetings will take place tomorrow, Tuesday, April 14, 2026, with Lee Meyers from Lennar attending. GM Berry shared that Lennar is cleaning up the manholes and expect to be ahead of bringing new homeowners online. She also reported Trumark updates to discuss field inspections and review process are challenging. GM Berry reported that she approved a change order for WM Lyles for new security cameras at the Wastewater Treatment Facility (WWTF) with new keypad. She offered to schedule an official site visit tour of the WWTF next month.

13. Adjournment

The meeting was adjourned at 12:20 p.m.



Julia D. Berry, District Secretary