



DIRECTORS
NICK BRUNO, PRESIDENT
JEFFREY D. COULTHARD, VICE PRESIDENT
AMBER MENDOZA, TREASURER
ERIC BREAM
DANNY HOFFMAN
LYNN HOFFMAN
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
August 9, 2021**

1. Call to Order

The board meeting for the Root Creek Water District was called to order at 11:05 a.m. at the Lodge at Riverstone by President Nick Bruno. Board members present: Nick Bruno, Jeff Coulthard, Eric Bream, Dan Hoffman, Lynn Hoffman, and Amber Mendoza. Board Members absent: Toni Scarborough. Members of the public included Julia Berry, Lauren Layne, Brian Ehlers, John Mayfield of Hydrite Chemical Company, and Al Solis.

2. Additions to the Agenda

There were no additions to the agenda.

3. Public Comment

There was no public comment.

4. Potential Conflicts of Interests

There were no conflicts identified.

5. Consent Calendar (6a.-b)

A motion was made by Director L. Hoffman, seconded by Director D. Hoffman and the motion carried to approve the minutes of the regular board meeting on June 14, 2021, and to accept the financial statements for the months of May and June 2021.

6. Correspondence:

The district received no correspondence.

7. Committee Reports

- a. Water Supply and Utilization Committee
 - i. No report was given.

8. BOARD ACTION ITEMS

a. **District Standards and Specifications**

A motion was made by Director L. Hoffman, seconded by Director Coulthard to update the following standards and specifications and the motion carried:

- i. Storm Drainage basin Metered Outlet and Overflow Weir
- ii. Storm Outfall Structure Type A
- iii. RPBP Cage Address Tag

b. **Cloacina Change Order**

A motion was made by Director Coulthard and seconded by Director L. Hoffman to approve a change order to the existing contract with Cloacina in the amount of \$309,271.00, an increase to budget account *900.03d 400,000 GPD WWTF*. The motion carried.

c. **Storm Drain Basin Improvements**

A motion was made by Director D. Hoffman and seconded by Director L. Hoffman to approve a contract with the apparent low bidder, Westberry Construction to perform storm drain basin modifications in the amount of \$219,500. The motion carried.

d. **WWTF Site Preparation**

A motion was made by Director Mendoza and seconded by Director Coulthard to approve a contract for site improvements at the 400,000 gallon per day wastewater Treatment facility with Lyles Diversified, Inc. in the amount of \$2,963,600.00, assigned to budget account *900.03d 400,000 GPD WWTF*. The motion carried.

e. **Wastewater and Storm Drain Facility Agreement (Wilson Homes)**

A motion was made by Director L. Hoffman and seconded by Director D. Hoffman to amend an existing agreement with Wilson Homes, Inc. related to construction of storm and sewer facilities and the payment of connection fees. The motion carried.

9. **District Engineer's Report**

District Engineer Ehlers reported that the installation of a booster pump at the municipal water tank is underway. The iron sequestration pilot study is active and appears to be successful thus far in eliminating colored water issues. RCWD is now a dues paying member of the CV Salts program, and a USA member. Wastewater peak flow was approximately 123,000 gallons per day in the month of June; peak flows in July were down to 120,000 gpd. There are currently 816 residential connections in the system.

10. **Legal Counsel Report**

Counselor Layne reported the Governor's Executive order related to the Brown Act ends September 30, 2021. AB 361 makes it possible to call a virtual meeting in an emergency. AB 323 (sponsored by ACWA) shortens statute of limitations of for rate

increases challenges. There will be money available to reimburse for unpaid municipal invoices, as long as the district fills out the paperwork.

11. General Manager's Report

Riverstone Building Permits:

June 39

July 63

GM Berry reported that the 2018 Audit has been made available for review to the Board of Directors, that an opportunity to take action to approve will be at the regularly scheduled September 13, 2021 meeting.

Berry reported that a contractor in the field neglected to replace a sewer plug, resulting the introduction of sediment and rock to the sewer lines. This action is a violation of the sewer plug policy adopted by the Board in 2019. Director Jeff Coulthard made a motion, seconded by Director D. Hoffman to direct the General Manager to assess the permittee \$2500 violation for not following the procedures outlined in the infrastructure permit related to sewer plug use. The motion carried. Secondly, RTD, a subcontractor for the district, has not collected deposits from contractors in accordance with the sewer plug policy. The district has been invoiced by RTD for the purchase of the sewer plugs and has not been compensated due to lack of action by subcontractor RTD. Director D. Hoffman made a motion, seconded by Director L. Hoffman to deduct the cost of purchasing sewer plugs incurred by the district from future payments made for services to RTD. The motion carried.

Staff is in the process of evaluating the inspection fee rate of \$500.00 to ensure that the fee covers all of the district costs. A first look at the numbers suggests that the fee will need to be increased, and once the evaluation is completed, a public hearing will be noticed to adopt a revised fee schedule. Connection fees are also being evaluated using real capital costs for past and ongoing projects. Staff will report back as whether fees will require an increase.

12. Adjournment

The meeting was adjourned by consensus at 12:07 p.m.



Julia D. Berry, District Secretary