



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
July 13, 2020**

1. Call to Order:

The board meeting for the Root Creek Water District was called to order via conference call at 11:01 a.m. via conference call by President Nick Bruno. Board members present were Nick Bruno, Jeff Coulthard, Dan Hoffman, Lynn Hoffman, and Amber Mendoza. Members absent: Toni Scarborough. Members of the public included Julia Berry, Lauren Layne, Brian Ehlers, Al Solis (joined at 11:20a.m.), Emory Wishon, and Sidney Wishon.

2. Additions to the Agenda:

General Manager Berry noted that Item 7e. is corrected to \$158,00.00.

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. and 5b. by Director Coulthard and seconded by Director L. Hoffman. The motion carried.

6. Correspondence:

There was no correspondence.

7. BOARD ACTION ITEMS

a. Appointment to Fill Board Vacancy

A motion was made Director D. Hoffman and seconded by Director L. Hoffman to appoint Eric Bream to fill the board vacancy. The motion carried.

b. Rootcreek.com Website Redesign

A motion was made by Director L. Hoffman and seconded by Director Coulthard to enter into a funding agreement with Jeffery Scott Advertising to redesign the District

website, and to authorize expenditure from budget item *610.02 Website*. The motion carried.

c. **District Standards and Specifications**

A motion was made by Director Hoffman, seconded by Director Mendoza to update the District Standards and Specifications for Public Works Improvements to include 4-inch and larger standard meter backflow installation standard. The motion carried.

d. **Municipal Well #2**

A motion was made by Director L. Hoffman, seconded by Director D. Hoffman to make a declaration of emergency and to take action to order and install a new pump at municipal Well #2. The motion carried.

A motion was made by Director Coulthard and seconded by L. Hoffman to increase the spending limit for the General Manager to order and install pump, not to exceed \$100,000.00. The motion carried. The expense will be assigned to budget item *900.01-2 Capital Expenditure-Equipment*.

e. **Well Conversion**

A motion was made by Director L. Hoffman, seconded by Director Coulthard to contract for services to convert agricultural well #276 to a municipal well for \$158,000.00. The motion carried. It is recognized that this is a six-month project. The expense will be assigned to budget item *900.03-2 Capital Expenditures-Improvements*.

8. **District Engineer's Report**

The average daily flow at the wastewater is ~ 78,000 gallons per day (gpd), peak flow daily is 100,000 gpd. Mr. Ehlers continues to work on the Root Creek Intentional Recharge project as well as the water rights application.

12. **Legal Counsel Report**

Mrs. Layne reported that the legislature is not meeting in person and as a result less bills are being considered for adoption.

13. **General Manager's Report**

Riverstone Building Permits:

May 13

June 22

Premier Ag Appraisal was the lowest bidder at \$10,000.00 and was awarded a contract to value land underlying facilities currently leased by the District used to provide water, sewer and storm water management services. An engagement letter was signed by the General Manager on June 16, 2020.

Steve Anderson with Best, Best and Krieger has been engaged and is prepared to advise the District after reviewing several documents provided by the General Manager. Madera Irrigation District has communicated that there is no surface water available for purchase.

Similarly, there is no water available under the contracted with Wonderful Nut Orchards currently.

Mike Cuttone has been spending a great deal of time working on organizing assessments on behalf of the district and benefit assessments are being prepared. The District has prepared a form for reporting property transfers and change of ownership, that will be used to track pertinent information used to generate invoices for district fees and assessments.

11. Adjournment

Director L. Hoffman made a motion to adjourn, seconded by Director D. Hoffman, and the motion carried unanimously. The meeting was adjourned at 11:46 a.m.



Julia D. Berry, District Secretary