



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
May 11, 2020**

1. Call to Order:

The board meeting for the Root Creek Water District was called to order via conference call at 11:00 a.m. via conference call by President Nick Bruno. Board members present were Nick Bruno, Amber Mendoza, Brian Partridge, Dan Hoffman, Lynn Hoffman, Toni Scarborough, and Jeff Coulthard. Members absent: none. Members of the public included Lauren Layne, Brian Ehlers, Brandon Stipe of Provost and Pritchard, Al Solis and Julia Berry.

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:

A motion was made to approve and accept items 5a and 5b by Director Scarborough and seconded by Director D. Hoffman with a change to the minutes to reflect that Directors Scarborough and Coulthard were present at the April 2020 Board meeting. The motion carried.

6. Correspondence:

President Bruno reported that the District received a request from Consolidated Land Company to extend the term of the Easement and Annexation Agreement executed in 2011. The item was referred to the Water Supply and Utilization ad hoc Committee for review.

7. BOARD ACTION ITEMS

a. Resolutions Authorizing the Issuance of Warrants

The item was tabled for a future meeting.

b. Proposal for Engineering and Water Rights Application

A motion was made by Brian Partridge and seconded by Director Scarborough to approve a scope of work to perform engineering, planning biological consulting, and environmental permitting; to file as a co-applicant an application for Root Creek water rights; and to adjust the district budget to reflect an increase of \$125,800.00 to fund the project.

c. Wastewater Treatment Facility Parts

A motion was made by Director Partridge and seconded by Director Coulthard to purchase a spare membrane for the wastewater treatment facility and increase the budget to reflect an increase of \$145,327.00 budget account *900.01.3 Capital Expenditures*. Expense will be covered using connection fees.

d. Land Value Appraisal

A motion was made by Director L. Hoffman and seconded by Director Scarborough to direct the General Manager obtain at least 3 bids for appraisal of land values associated with the facilities operated by the district and to award the work to the lowest bidder. The motion carried.

8. District Engineer's Report

Mr. Ehlers explained that the daily wastewater flows are at 84,000 gallons per day peak flows and 70,000 gal/day average per day. Oxygen supply at the treatment plant continues to be a challenge and may result in noncompliance with the waste discharge requirements, and nitrification/denitrification at the plant is a challenge currently. Connections to the system have increased and are approximately 477 to date. Sampling of Well #4 has shown high levels of Iron, a secondary constituent.

12. Legal Counsel Report

Mrs. Layne reported that the state will experience a \$18-31 billion shortfall in 2021 due to the COVI-19 pandemic. The Assembly and Senate are back in session, and the pandemic is slowing the movement of bills through the legislature.

13. General Manager's Report

Ms. Berry reported that 2 building permits were pulled in the month of April. Residents are reported colored water in their homes, and these have been logged and mapped; a solution to the problem is being investigated. Updates to the website have been recently completed and GM Berry anticipates a revamp of the site entirely using the money allocated in the budget for such a purpose. She continues to work with Mike Cuttone to finish the 2018 audit, is working on several items pertaining to the water supply agreement with Madera Irrigation District, and preparing the total amount of operational debt to date in order to issue warrants. She will contact Real Property Analysts, Rick Smith, and Greg Palmer to obtain quotes for land appraisals.

Director Partridge made a motion, seconded by Director Coulthard to form an ad hoc committee on Governance, and the motion carried. President Bruno will appoint members of the committee. Director Partridge volunteered to serve on the committee.

11. Adjournment

Director Scarborough made a motion to adjourn, seconded by Director L. Hoffman, and the motion carried unanimously. The meeting was adjourned at 11:55 a.m.



Julia D. Berry, District Secretary