



MANAGING RESOURCES FOR A BETTER FUTURE

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

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

REGULAR MEETING OF THE BOARD OF DIRECTORS

will be held on

Monday, July 8, 2024

11:00 a.m.

at

**The Lodge at Riverstone
370 Lodge Road South
Madera, California 93636**

1. CALL TO ORDER

2. PUBLIC COMMENT

Members of the public may address the Board on any matter related to the District that is not included on the Agenda. Comments are limited to three (3) minutes per person.

3. POTENTIAL CONFLICT(S) OF INTEREST

(Any Board member who has a potential conflict of interest may now identify the item and recuse himself or herself from discussing and voting on the matter.)

4. CONSENT CALENDAR – Review and Consider for Action:

- a. Approval of minutes of the Board Meeting on June 10, 2024.
- b. Acceptance of the financial statements for the month of May 2024.
- c. Approval of minutes of the Special Board Meeting on June 20, 2024.
- d. Approval of minutes of the Special Board Meeting on July 1, 2024.
- e. Approval of customer installment payment plans for delinquent accounts.

5. CORRESPONDENCE

Members of the Board or Staff may present any correspondence received on matters relating to the District.

6. BOARD ACTION ITEMS

- a. **Basin Maintenance** – Review and consider action to enter into an agreement with the apparent low bidder, EMTS, Inc. for basin maintenance, in the amount of \$14,560.00 and make a budget adjustment to *Repairs and Maintenance Budget Line Item 540.02 -4*.
- b. **Accounting Services** – Review and consider action to approve an agreement for accounting services in the amount of \$9,690 monthly for the period of July 1, 2024 to December 31, 2024, with Cuttone & Mastro, Certified Public Accountants, and amend the budget as needed. *Budget Line Item 620.01-2,3,4,5, a portion thereof (50%) funded by connection fees*
- c. **Dissolution of Ad Hoc Committees** – Review and consider action to dissolve the following District ad hoc committees: Water Supply and Utilization Committee, Governance Committee, and the Budget Committee.
- d. **Infrastructure Facilities Policy** – Review and consider action to adopt an amended policy.

7. DISTRICT ENGINEER'S REPORT - The Board may take action on any of the following:

- a. Operations Monthly Report
- b. Staff Report
- c. Other District Matters

8. LEGAL COUNSEL REPORT – The Board may take action on any of the following items:

- a. Legislation
- b. Other District Matters

9. GENERAL MANAGER'S REPORT – The Board may take action on any of the following items:

- a. Monthly Operations
- b. Facilities Dedications – discussion
- c. Other District Matters

10. CLOSED SESSION

- a. **Conference with Legal Counsel – Anticipated Litigation** -Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9 (one case)
- b. **Conference with Legal Counsel – Existing Litigation** – Pursuant to Section 54956.9(g), identifying the specific litigation to be discussed would jeopardize the District's ability to conclude existing settlement negotiations to its advantage.
- c. **Conference with Legal Counsel – Existing Litigation** – Pursuant to Section 54956.9(g), identifying the specific litigation to be discussed would jeopardize the District's ability to conclude existing settlement negotiations to its advantage.

11. ADJOURN

- Items on the Agenda may be taken in any order.
- Action may be taken on any item listed on the Agenda.
- Writings relating to open session Agenda items that are distributed to members of the Board of Directors will be available for inspection at the District office, excluding writings that are not public records or are exempt from disclosure under the California Public Records Acts.
- ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

A person with a qualifying disability under the Americans With Disabilities Act of 1990 may request the District to provide a disability-related modification or accommodation in order to participate in any public meeting of the District. Such assistance includes appropriate alternative formats for the agendas and agenda packets used for any public meetings of the District. Requests for such assistance and for agendas and agenda packets shall be made in person, by telephone, or by written correspondence to the District at (559) 283-8011 or P.O. Box 27950, Fresno, California 93720, at least 48 hours before a District meeting.



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**Minutes of the Meeting of the Board of Directors
Root Creek Water District
held on
June 10, 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, and Henk Griffin. Board members absent were Eric Bream and Matthew Cerniglia. Members of the public included Julia Stornetta, Al Solis, Nicole Stornetta, Brian Ehlers, Steve Pickens, and Frank Splendorio.

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 DelaGuerra, seconded by Director Griffin to approve the minutes from the May 13, 2024 board meeting with two corrections to District Engineer's report, adding "WWTP" and replacing the word "used" with "processed," and to accept the April 2024 financials. The motion carried.

5. Correspondence

There was no correspondence.

6. Public Hearing

7. The public hearing was called to order at 11:03 a.m., and no public comment was received. The public hearing was closed at 11:09 a.m.

A motion was made by Director DelaGuerra, seconded by Director Coulthard to approve fees for Violation of Water Use Restrictions, Municipal Water. The motion carried.

8. Board Action Items

a. **Wastewater Treatment Facility** – Director Simonian made a motion, seconded by Director Coulthard, to take action to increase *Budget Item 900.11.03 Wastewater*

Ultimate Facility to \$581,000, for the design of a 1.6 MGD plant. The motion carried.

9. District Engineers Report

The District Engineer reported that there is less than a 15,000 gallon delta in water accounting between the SCADA system and internal accounting performed by system operators. There was only a 2% loss in water accounting for the month of May. The District is averaging 260,000 gallons per day at the WWTF, and the current maximum capacity of 400,000 gallons per day. We had 1,317.17 af of surface water, 48.5 af of recharge water, and 37 af delivered to Main Ranch.

10. Legal Counsel Report

There was no legal report.

11. District Manager's Report

There were 57 building permits pulled in the month of May and 38 escrow closings reported by builders in Riverstone. A discussion will be had with Alison Lechowicz regarding future project costs. The upcoming election was brought up and there was discussion about who will manage the election; The District, Madera County or an outside firm. There has been activity by Cloacina to complete set up of the MBR units, but some tasks still remain uncompleted.

12. Community Facilities District

Director Griffin made a motion, seconded by Director Simonian to adopt Resolutions of Community Facilities District No. 2016-1 Improvement Area No. 1 and Improvement Area No. 2 authorizing the annual levy of special taxes for fiscal year 2024/2025 in the following amounts:

Improvement Area	FY 2024/2025 Levy
IA No. 1 (Village A)	\$410,151.60
IA No. 2 (Village B)	886,462.00
IA No. 3 (Village E)	0.00
Total Levy	\$1,296,613.60

13. Adjournment

The meeting was adjourned unanimously at 11:47 am.

Julia D. Stornetta, District Secretary

ROOT CREEK WATER DISTRICT
Statement of Revenues and Expenses-Cash Basis
May 2024

	May 24	Jan - May 24
Ordinary Income/Expense		
Income		
410 · Agricultural Revenues		
410.01 · Agricultural Surface Water Chgs	0.00	719,581.07
410.02 · Ag Recharge Fees-Includes Prepd	381,536.42	1,245,167.46
410.03 · Ag Capital Fee-Includes Prepaid	71,035.00	259,786.38
Total 410 · Agricultural Revenues	452,571.42	2,224,534.91
420 · Municipal Revenues		
420.02 · Municipal Water Utility Charges	140,910.37	756,367.74
420.03 · Municipal Storm Drain Charges	14,551.23	66,173.28
420.04 · Municipal Wastewater Charges	101,540.85	461,773.87
420.09 · Late Fees (Municipal)	3,091.65	16,601.55
425.02 · Municipal Water Hydrant Usage	1,843.47	15,364.88
Total 420 · Municipal Revenues	261,937.57	1,316,281.32
430.00 · Municipal Revenues-BuilderChrgs		
430.01 · Inspection Fees	31,350.00	119,820.00
Total 430.00 · Municipal Revenues-BuilderChrgs	31,350.00	119,820.00
480 · Other Sources Revenues		
480.01 · Assessments	81,400.03	276,605.44
480.03a · Grant Revenues	0.00	1,091,566.60
480.03b · Grant Admin Revenue	0.00	18,700.20
480.03c · Grant Costs-Passthrough	0.00	-62,129.70
480.03d · Grant Admin Costs	-4,536.00	-15,300.60
480.04 · Interest Income.	44,636.28	167,745.98
480.80 · Finance Charge income	13,515.53	26,927.47
Total 480 · Other Sources Revenues	135,015.84	1,504,115.39
Total Income	880,874.83	5,164,751.62
Gross Profit	880,874.83	5,164,751.62
Expense		
510 · Water Costs		
510.01 · Water Option Pymnt - MID	0.00	100,000.00
Total 510 · Water Costs	0.00	100,000.00
520.01 · MID Assessments	102,094.13	203,187.53
530.01 · MID Roof Top Fee	119,287.82	251,487.82
540 · System Maintenance		
540.01 · Chemicals	10,729.91	34,967.39
540.02 · Repairs & Maintenance	4,253.02	139,565.81
540.03 · Lab Analysis	3,046.00	14,486.00
Total 540 · System Maintenance	18,028.93	189,019.20
550 · System Management		
550.01 · Operator Contracted	72,907.44	387,450.80
550.03 · Inspection Fees	23,613.29	104,388.54
550.04 · Hauling and Discharge	41,472.55	365,025.02
550.06 · Programming - IT	585.00	955.00
Total 550 · System Management	138,578.28	857,819.36
560.01 · Permits	1,343.55	15,864.74
570 · Groundwater Maintenance		
570.01 · Groundwater Measurements	4,009.89	7,645.99
570.02 · Groundwater Sustainability	8,656.39	22,677.99
Total 570 · Groundwater Maintenance	12,666.28	30,323.98

No assurance is provided on these financial statements.

ROOT CREEK WATER DISTRICT
Statement of Revenues and Expenses-Cash Basis
May 2024

	May 24	Jan - May 24
580 · Services		
580.01 · Power	45,953.46	208,579.61
580.02 · Communications	5,977.17	16,584.78
580.03 · Security	312.50	1,970.07
Total 580 · Services	52,243.13	227,134.46
610 · Marketing		
610.02 · Website	340.00	340.00
Total 610 · Marketing	340.00	340.00
620 · Professional Fees		
620.01 · Accounting	4,595.00	18,160.00
620.02 · Audit	10,500.00	10,500.00
620.03 · Management Contracted	15,246.67	59,185.33
620.04 · Engineering	9,854.32	30,389.25
620.05 · Legal	18,912.21	53,271.97
620.06 · GIS Services	5,621.70	14,828.80
620.09 · Special Counsel	215.50	32,650.60
620.10 · Public Finance	6,910.62	13,271.24
Total 620 · Professional Fees	71,856.02	232,257.19
630 · Consultants		
630.01 · Grant Preparation	0.00	5,669.00
Total 630 · Consultants	0.00	5,669.00
640.01 · Membership dues	1,449.12	14,454.12
660 · General & Administrative Costs		
660.01 · Printing & Reproduction	182.19	940.94
660.03 · Conference & Meetings	0.00	141.20
660.04 · Travel	181.84	494.04
660.05 · Office Supplies	0.00	145.15
660.06 · Postage	8.32	182.42
660.07 · Bank Charges	367.00	1,182.00
660.08 · Email Hosting & Storage	364.50	499.50
660.10 · Payroll Expenses	1,111.50	3,339.90
Total 660 · General & Administrative Costs	2,215.35	6,925.15
Total Expense	520,102.61	2,134,482.55
Net Ordinary Income	360,772.22	3,030,269.07
Other Income/Expense		
Other Income		
430.02 · Rooftop Fees	59,762.32	201,162.32
430.03 · Water Connection Fees	246,455.92	888,160.92
430.04 · Wastewater Connection Fees	575,212.33	1,918,127.33
430.05 · Storm Drain Connection Fees	103,368.43	364,253.43
430.06 · Meter Installation Fees	50,616.00	169,641.00
480.02 · CFD Assessments	606,460.04	1,290,536.10
Total Other Income	1,641,875.04	4,831,881.10
Other Expense		
900.01 · Capital Expenditures-Equipment	75,695.29	145,413.92
900.02 · Capital Expdtures-Water Meters	113,283.98	277,885.94
900.03 · Capital Exptures - Improvements	497,053.50	497,053.50
900.05 · New Well Construction	27,717.92	31,901.82
900.07 · 400,000 gpd WWTF	35,061.20	101,208.09
900.09 · Water Blending Facility	1,364,903.92	5,586,456.44
900.11 · Wastewater Ultimate Facility	0.00	65,366.10
900.12 · Ag System Expansion Project	0.00	113,312.43
900.90 · Capital Projects Admin Costs	48,244.08	140,630.55

No assurance is provided on these financial statements.

ROOT CREEK WATER DISTRICT
Statement of Revenues and Expenses-Cash Basis
May 2024

	May 24	Jan - May 24
960.00 · Debt Payments		
960.1 · Debt Principal	0.00	96,035.83
960.2 · Interest Expense	0.00	36,445.17
Total 960.00 · Debt Payments	0.00	132,481.00
970.00 · Bond Payments		
970.02 · Bond Interest	0.00	406,856.25
Total 970.00 · Bond Payments	0.00	406,856.25
990.01 · Transfers In	0.00	-9,473,014.38
990.02 · Transfers Out	0.00	9,473,014.38
Total Other Expense	2,161,959.89	7,498,566.04
Net Other Income	-520,084.85	-2,666,684.94
Net Income	-159,312.63	363,584.13

No assurance is provided on these financial statements.

ROOT CREEK WATER DISTRICT
Statement of Revenues & Expenses Budget vs Cash Basis Actual

January through May 2024

	Jan - May 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
410 · Agricultural Revenues				
410.01 · Agricultural Surface Water Chgs	719,581.07	356,440.00	363,141.07	201.9%
410.02 · Ag Recharge Fees-Includes Prepd	1,245,167.46	1,398,930.00	-153,762.54	89.0%
410.03 · Ag Capital Fee-Includes Prepaid	259,786.38	234,000.00	25,786.38	111.0%
Total 410 · Agricultural Revenues	2,224,534.91	1,989,370.00	235,164.91	111.8%
420 · Municipal Revenues				
420.02 · Municipal Water Utility Charges	756,367.74	1,810,206.00	-1,053,838.26	41.8%
420.03 · Municipal Storm Drain Charges	66,173.28	159,486.00	-93,312.72	41.5%
420.04 · Municipal Wastewater Charges	461,773.87	1,113,324.00	-651,550.13	41.5%
420.09 · Late Fees (Municipal)	16,601.55			
425.02 · Municipal Water Hydrant Usage	15,364.88	80,000.00	-64,635.12	19.2%
Total 420 · Municipal Revenues	1,316,281.32	3,163,016.00	-1,846,734.68	41.6%
430.00 · Municipal Revenues-BuilderChrgs				
430.01 · Inspection Fees	119,820.00	310,128.00	-190,308.00	38.6%
430.07 · Sewer Plug Fee	0.00	26,000.00	-26,000.00	0.0%
Total 430.00 · Municipal Revenues-BuilderChrgs	119,820.00	336,128.00	-216,308.00	35.6%
480 · Other Sources Revenues				
480.01 · Assessments	276,605.44	344,000.00	-67,394.56	80.4%
480.03a · Grant Revenues	1,091,566.60			
480.03b · Grant Admin Revenue	18,700.20			
480.03c · Grant Costs-Passthrough	-62,129.70			
480.03d · Grant Admin Costs	-15,300.60			
480.04 · Interest Income	167,745.98			
480.80 · Finance Charge income	26,927.47			
Total 480 · Other Sources Revenues	1,504,115.39	344,000.00	1,160,115.39	437.2%
Total Income	5,164,751.62	5,832,514.00	-667,762.38	88.6%
Gross Profit	5,164,751.62	5,832,514.00	-667,762.38	88.6%
Expense				
510 · Water Costs				
510.01 · Water Option Pymnt - MID	100,000.00	100,000.00	0.00	100.0%
510.03 · Water Purchases - Wonderful	0.00	2,056,656.00	-2,056,656.00	0.0%
Total 510 · Water Costs	100,000.00	2,156,656.00	-2,056,656.00	4.6%
520.01 · MID Assessments	203,187.53	185,000.00	18,187.53	109.8%
530.01 · MID Roof Top Fee	251,487.82	560,000.00	-308,512.18	44.9%
540 · System Maintenance				
540.01 · Chemicals	34,967.39	60,000.00	-25,032.61	58.3%
540.02 · Repairs & Maintenance	139,565.81	100,000.00	39,565.81	139.6%
540.03 · Lab Analysis	14,486.00	40,000.00	-25,514.00	36.2%
Total 540 · System Maintenance	189,019.20	200,000.00	-10,980.80	94.5%
550 · System Management				
550.05 · Sewer Plugs	0.00	13,000.00	-13,000.00	0.0%
550.01 · Operator Contracted	387,450.80	897,200.00	-509,749.20	43.2%
550.03 · Inspection Fees	104,388.54	310,000.00	-205,611.46	33.7%
550.04 · Hauling and Discharge	365,025.02	36,000.00	329,025.02	1,014.0%
550.06 · Programming - IT	955.00	37,800.00	-36,845.00	2.5%
Total 550 · System Management	857,819.36	1,294,000.00	-436,180.64	66.3%
560.01 · Permits	15,864.74	32,100.00	-16,235.26	49.4%
570 · Groundwater Maintenance				
570.01 · Groundwater Measurements	7,645.99	20,000.00	-12,354.01	38.2%
570.02 · Groundwater Sustainability	22,677.99	25,000.00	-2,322.01	90.7%
Total 570 · Groundwater Maintenance	30,323.98	45,000.00	-14,676.02	67.4%
580 · Services				
580.01 · Power	208,579.61	600,000.00	-391,420.39	34.8%
580.02 · Communications	16,584.78	37,000.00	-20,415.22	44.8%
580.03 · Security	1,970.07	3,400.00	-1,429.93	57.9%
Total 580 · Services	227,134.46	640,400.00	-413,265.54	35.5%
610 · Marketing				
610.02 · Website	340.00	2,000.00	-1,660.00	17.0%
Total 610 · Marketing	340.00	2,000.00	-1,660.00	17.0%

ROOT CREEK WATER DISTRICT
Statement of Revenues & Expenses Budget vs Cash Basis Actual

January through May 2024

	Jan - May 24	Budget	\$ Over Budget	% of Budget
620 · Professional Fees				
620.01 · Accounting	18,160.00	60,000.00	-41,840.00	30.3%
620.02 · Audit	10,500.00	20,000.00	-9,500.00	52.5%
620.03 · Management Contracted	59,185.33	160,000.00	-100,814.67	37.0%
620.04 · Engineering	30,389.25	75,000.00	-44,610.75	40.5%
620.05 · Legal	53,271.97	75,000.00	-21,728.03	71.0%
620.06 · GIS Services	14,828.80	10,000.00	4,828.80	148.3%
620.09 · Special Counsel	32,650.60	125,000.00	-92,349.40	26.1%
620.10 · Public Finance	13,271.24			
Total 620 · Professional Fees	232,257.19	525,000.00	-292,742.81	44.2%
630 · Consultants				
630.01 · Grant Preparation	5,669.00			
630.05 · MS4 Program	0.00	5,000.00	-5,000.00	0.0%
Total 630 · Consultants	5,669.00	5,000.00	669.00	113.4%
640.01 · Membership dues	14,454.12	15,000.00	-545.88	96.4%
650.01 · Insurance	0.00	30,000.00	-30,000.00	0.0%
660 · General & Administrative Costs				
660.01 · Printing & Reproduction	940.94	5,000.00	-4,059.06	18.8%
660.03 · Conference & Meetings	141.20	15,000.00	-14,858.80	0.9%
660.04 · Travel	494.04	1,000.00	-505.96	49.4%
660.05 · Office Supplies	145.15			
660.06 · Postage	182.42	1,000.00	-817.58	18.2%
660.07 · Bank Charges	1,182.00			
660.08 · Email Hosting & Storage	499.50	1,000.00	-500.50	50.0%
660.10 · Payroll Expenses	3,339.90			
Total 660 · General & Administrative Costs	6,925.15	23,000.00	-16,074.85	30.1%
Total Expense	2,134,482.55	5,713,156.00	-3,578,673.45	37.4%
Net Ordinary Income	3,030,269.07	119,358.00	2,910,911.07	2,538.8%
Other Income/Expense				
Other Income				
430.02 · Rooftop Fees	201,162.32	560,000.00	-358,837.68	35.9%
430.03 · Water Connection Fees	888,160.92	2,417,600.00	-1,529,439.08	36.7%
430.04 · Wastewater Connection Fees	1,918,127.33	5,390,000.00	-3,471,872.67	35.6%
430.05 · Storm Drain Connection Fees	364,253.43	1,012,000.00	-647,746.57	36.0%
430.06 · Meter Installation Fees	169,641.00	372,200.00	-202,559.00	45.6%
480.02 · CFD Assessments	1,290,536.10	1,306,600.00	-16,063.90	98.8%
Total Other Income	4,831,881.10	11,058,400.00	-6,226,518.90	43.7%
Other Expense				
900.01 · Capital Expenditures-Equipment	145,413.92	353,600.00	-208,186.08	41.1%
900.02 · Capital Expenditures-Water Meters	277,885.94	366,808.00	-88,922.06	75.8%
900.03 · Capital Expenditures - Improvements	497,053.50			
900.05 · New Well Construction	31,901.82	0.00	31,901.82	100.0%
900.07 · 400,000 gpd WWTF	101,208.09	461,000.00	-359,791.91	22.0%
900.09 · Water Blending Facility	5,586,456.44	22,664,366.00	-17,077,909.56	24.6%
900.10 · Wastewater UV Facility	0.00	100,000.00	-100,000.00	0.0%
900.11 · Wastewater Ultimate Facility	65,366.10			
900.12 · Ag System Expansion Project	113,312.43			
900.90 · Capital Projects Admin Costs	140,630.55	610,000.00	-469,369.45	23.1%
960.00 · Debt Payments				
960.1 · Debt Principal	96,035.83	193,512.00	-97,476.17	49.6%
960.2 · Interest Expense	36,445.17	71,450.00	-35,004.83	51.0%
Total 960.00 · Debt Payments	132,481.00	264,962.00	-132,481.00	50.0%
970.00 · Bond Payments				
970.02 · Bond Interest	406,856.25	645,000.00	-238,143.75	63.1%
Total 970.00 · Bond Payments	406,856.25	645,000.00	-238,143.75	63.1%
990.01 · Transfers In	-9,473,014.38			
990.02 · Transfers Out	9,473,014.38			
Total Other Expense	7,498,566.04	25,465,736.00	-17,967,169.96	29.4%
Net Other Income	-2,666,684.94	-14,407,336.00	11,740,651.06	18.5%
Net Income	363,584.13	-14,287,978.00	14,651,562.13	-2.5%

ROOT CREEK WATER DISTRICT

A/R Aging Summary

As of May 31, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Alfred & Pearl J Lion, Trustee	0.00	0.00	421.08	416.91	41,690.94	42,528.93
ALW Enterprise, Inc.	0.00	0.00	0.00	0.00	-1,628.03	-1,628.03
Arun Earpula	0.00	0.00	0.00	0.00	900.00	900.00
Bonadelle Neighborhoods	0.00	136,848.00	0.00	0.00	0.00	136,848.00
Brockman Farming, Inc.	0.00	-2.00	0.00	0.00	0.00	-2.00
Citrus Ranches LLC	9,077.22	0.00	0.00	0.00	0.00	9,077.22
Donald L & Kimberlee A. Howard	0.00	0.00	0.00	0.00	17,993.95	17,993.95
FH 7 LLC	5,076.41	0.00	0.00	0.00	0.00	5,076.41
Giffen Michael Ranch Inc.	9,115.20	0.00	0.00	0.00	0.00	9,115.20
Granville Homes	0.00	0.00	0.00	0.00	162,826.65	162,826.65
Groveland Dev Corp.	13,005.10	0.00	0.00	0.00	0.00	13,005.10
Jaghlastian Moses & Seta TR	6,025.15	0.00	770.79	763.16	76,315.77	83,874.87
Jaghlastian Moses & Seta Trustee	6,030.84	0.00	556.54	551.04	55,103.15	62,241.57
Jim Crawford Construction	0.00	0.00	0.00	0.00	0.00	0.00
KL LHB AIV LLC	8,271.66	0.00	0.00	0.00	0.00	8,271.66
Lennar Homes of California Inc.	23,246.42	701,670.66	306,048.68	4,800.00	282.10	1,036,047.86
Lion Alfred JR Trustee	5,675.73	0.00	658.91	652.38	65,238.74	72,225.76
Lion Daniel A & Jacqueline Trustee-ETAL	0.00	0.00	3,337.30	0.00	0.00	3,337.30
Lodge Root Creek No 1 LP	0.00	0.00	2.32	2.30	229.98	234.60
Madera County	0.00	0.00	0.00	0.00	7,494.00	7,494.00
Madera Management Business Trust	0.00	0.00	168.02	166.36	16,635.53	16,969.91
MAG Engineering, Inc.	0.00	0.00	69.16	0.00	0.00	69.16
Mesa Asset Management LLC TR	0.00	0.00	388.98	385.13	38,512.60	39,286.71
Moses Jaghlastian / Seta Trs	0.00	0.00	2,060.83	2,040.42	204,042.49	208,143.74
Pitman Family Trust	0.00	0.00	14.06	13.93	1,392.57	1,420.56
Prosperpus Terra LLC	1,658.97	0.00	0.00	0.00	0.00	1,658.97
RF Citrus Ranches LLC	0.00	11,665.94	0.00	0.00	0.00	11,665.94
Riverstone Farms	6,019.45	0.00	0.00	0.00	0.00	6,019.45
San Joaquin River Ranch LLC	144,374.90	0.00	0.00	0.00	0.00	144,374.90
Tri County Excavation Inc.	0.00	0.00	0.00	3.19	0.00	3.19
Utility Billing Customer	15,703.75	33,089.15	0.00	0.00	0.00	48,792.90
W A Allen	0.96	0.00	0.00	0.00	0.00	0.96
Wathen Castanos Homes	0.00	299,862.00	0.00	0.00	4,600.00	304,462.00
Wilson Homes, Inc.	0.00	19,566.00	0.00	0.00	0.00	19,566.00
Wonderful Citrus, LLC	0.00	0.00	0.00	0.00	50.49	50.49
Woodside Homes	0.00	0.00	0.00	0.00	32,698.13	32,698.13
TOTAL	253,281.76	1,202,699.75	314,496.67	9,794.82	724,379.06	2,504,652.06

ROOT CREEK WATER DISTRICT
Statement of Revenues and Expenses by Fund-Cash Basis
 January through May 2024

	01-District Administration	02-Water Municipal	03-Sewer	04-Storm Drain	05-Water Agriculture	91-CFD Bond \$5,830,000	92-CFD Bond \$2,565,000	93-CFD Bond \$10,060,000.00	Unclassified	TOTAL
Ordinary Income/Expense										
Income										
410 - Agricultural Revenues										
410.01 - Agricultural Surface Water Chgs	0.00	0.00	0.00	0.00	719,581.07	0.00	0.00	0.00	0.00	719,581.07
410.02 - Ag Recharge Fees-Includes Prep	0.00	0.00	0.00	0.00	1,245,167.46	0.00	0.00	0.00	0.00	1,245,167.46
410.03 - Ag Capital Fee-Includes Prepaid	0.00	0.00	0.00	0.00	259,786.38	0.00	0.00	0.00	0.00	259,786.38
Total 410 - Agricultural Revenues	0.00	0.00	0.00	0.00	2,224,534.91	0.00	0.00	0.00	0.00	2,224,534.91
420 - Municipal Revenues										
420.02 - Municipal Water Utility Charges	0.00	756,367.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	756,367.74
420.03 - Municipal Storm Drain Charges	0.00	0.00	0.00	66,173.28	0.00	0.00	0.00	0.00	0.00	66,173.28
420.04 - Municipal Wastewater Charges	0.00	0.00	461,773.87	0.00	0.00	0.00	0.00	0.00	0.00	461,773.87
420.09 - Late Fees (Municipal)	0.00	16,601.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,601.55
425.02 - Municipal Water Hydrant Usage	0.00	15,364.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,364.88
Total 420 - Municipal Revenues	0.00	788,334.17	461,773.87	66,173.28	0.00	0.00	0.00	0.00	0.00	1,316,281.32
430.00 - Municipal Revenues-BullderChrgs										
430.01 - Inspection Fees	0.00	59,120.00	30,349.99	30,350.01	0.00	0.00	0.00	0.00	0.00	119,820.00
Total 430.00 - Municipal Revenues-BullderChrgs	0.00	59,120.00	30,349.99	30,350.01	0.00	0.00	0.00	0.00	0.00	119,820.00
480 - Other Sources Revenues										
480.01 - Assessments	276,605.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	276,605.44
480.03a - Grant Revenues	0.00	1,091,566.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,091,566.60
480.03b - Grant Admin Revenue	0.00	18,700.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,700.20
480.03c - Grant Costs-Passthrough	0.00	-62,129.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-62,129.70
480.03d - Grant Admin Costs	0.00	-15,300.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-15,300.60
480.04 - Interest Income	0.78	49,566.41	49,566.40	49,566.39	18,851.91	7.47	3.14	177.48	0.00	167,745.38
480.80 - Finance Charge Income	3,850.97	0.00	0.00	0.00	23,076.50	0.00	0.00	0.00	0.00	26,927.47
Total 480 - Other Sources Revenues	280,463.19	1,082,402.91	49,566.40	49,566.39	41,928.41	7.47	3.14	177.48	0.00	1,504,115.39
Total Income	280,463.19	1,929,857.08	541,690.26	146,089.68	2,266,463.32	7.47	3.14	177.48	0.00	5,164,751.62
Gross Profit	280,463.19	1,929,857.08	541,690.26	146,089.68	2,266,463.32	7.47	3.14	177.48	0.00	5,164,751.62
Expense										
510 - Water Costs										
510.01 - Water Option Pymnt - MID	0.00	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	100,000.00
Total 510 - Water Costs	0.00	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	100,000.00
520.01 - MID Assessments	0.00	203,187.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	203,187.53
530.01 - MID Roof Top Fee	0.00	251,487.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	251,487.82
540 - System Maintenance										
540.01 - Chemicals	0.00	12,120.08	22,847.31	0.00	0.00	0.00	0.00	0.00	0.00	34,967.39
540.02 - Repairs & Maintenance	0.00	74,759.70	20,721.10	0.00	44,085.01	0.00	0.00	0.00	0.00	139,565.81
540.03 - Lab Analysis	0.00	7,420.00	7,066.00	0.00	0.00	0.00	0.00	0.00	0.00	14,486.00
Total 540 - System Maintenance	0.00	94,299.78	50,634.41	0.00	44,085.01	0.00	0.00	0.00	0.00	189,019.20
550 - System Management										
550.01 - Operator Contracted	0.00	167,965.25	218,814.97	670.58	0.00	0.00	0.00	0.00	0.00	387,450.80
550.03 - Inspection Fees	0.00	37,213.32	33,587.62	33,587.62	0.00	0.00	0.00	0.00	0.00	104,388.54
550.04 - Hauling and Discharge	0.00	0.00	358,345.02	6,680.00	0.00	0.00	0.00	0.00	0.00	365,025.02
550.06 - Programming - IT	0.00	477.50	477.50	0.00	0.00	0.00	0.00	0.00	0.00	955.00
Total 550 - System Management	0.00	205,656.07	611,225.11	40,938.18	0.00	0.00	0.00	0.00	0.00	857,819.36
560.01 - Permits	1,249.41	13,519.63	547.85	547.85	0.00	0.00	0.00	0.00	0.00	15,864.74
570 - Groundwater Maintenance										
570.01 - Groundwater Measurements	0.00	7,202.14	0.00	0.00	353.85	0.00	0.00	0.00	0.00	7,645.99
570.02 - Groundwater Sustainability	0.00	13,586.01	0.00	0.00	9,091.98	0.00	0.00	0.00	0.00	22,677.99
Total 570 - Groundwater Maintenance	0.00	20,878.15	0.00	0.00	9,445.83	0.00	0.00	0.00	0.00	30,323.98
580 - Services										
580.01 - Power	0.00	134,494.89	73,866.84	0.00	217.88	0.00	0.00	0.00	0.00	208,579.61
580.02 - Communications	0.00	14,179.04	2,405.74	0.00	0.00	0.00	0.00	0.00	0.00	16,584.78
580.03 - Security	0.00	767.00	1,203.07	0.00	0.00	0.00	0.00	0.00	0.00	1,970.07
Total 580 - Services	0.00	149,444.93	77,475.65	0.00	217.88	0.00	0.00	0.00	0.00	227,134.46
610 - Marketing										
610.02 - Website	0.00	85.00	85.00	85.00	85.00	0.00	0.00	0.00	0.00	340.00
Total 610 - Marketing	0.00	85.00	85.00	85.00	85.00	0.00	0.00	0.00	0.00	340.00
620 - Professional Fees										
620.01 - Accounting	0.00	4,540.00	4,540.00	4,540.00	4,540.00	0.00	0.00	0.00	0.00	18,160.00
620.02 - Audit	0.00	2,625.00	2,625.00	2,625.00	2,625.00	0.00	0.00	0.00	0.00	10,500.00
620.03 - Management Contracted	0.00	14,796.34	14,796.34	14,796.33	14,796.32	0.00	0.00	0.00	0.00	59,185.33
620.04 - Engineering	4,632.79	-16,737.89	12,418.52	4,611.33	25,464.50	0.00	0.00	0.00	0.00	30,389.25
620.05 - Legal	0.00	17,355.17	11,939.92	10,502.43	13,474.45	0.00	0.00	0.00	0.00	53,271.97
620.06 - GIS Services	0.00	4,993.91	4,993.91	4,993.91	2,547.07	0.00	0.00	0.00	0.00	14,828.80
620.09 - Special Counsel	0.00	16,325.30	0.00	0.00	16,325.30	0.00	0.00	0.00	0.00	32,650.60
620.10 - Public Finance	0.00	4,423.74	4,423.74	4,423.74	0.00	0.00	0.00	0.00	0.00	13,271.24
Total 620 - Professional Fees	4,632.79	47,421.57	54,837.45	45,592.74	79,772.64	0.00	0.00	0.00	0.00	232,257.19
630 - Consultants										
630.01 - Grant Preparation	0.00	2,834.50	0.00	0.00	2,834.50	0.00	0.00	0.00	0.00	5,669.00
Total 630 - Consultants	0.00	2,834.50	0.00	0.00	2,834.50	0.00	0.00	0.00	0.00	5,669.00
640.01 - Membership dues	2,601.00	3,325.56	2,601.00	2,601.00	3,325.56	0.00	0.00	0.00	0.00	14,454.12

ROOT CREEK WATER DISTRICT
Statement of Revenues and Expenses by Fund-Cash Basis
 January through May 2024

	01-District Administration	02-Water Municipal	03-Sewer	04-Storm Drain	05-Water Agriculture	91-CFD Bond \$5,830,000	92-CFD Bond \$2,565,000	93-CFD Bond \$10,060,000.00	Unclassified	TOTAL
660 - General & Administrative Costs										
660.01 - Printing & Reproduction	847.44	31.17	31.17	31.18	0.00	0.00	0.00	0.00	0.00	940.94
660.03 - Conference & Meetings	141.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	141.20
660.04 - Travel	494.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	494.04
660.05 - Office Supplies	0.00	48.38	48.38	48.39	0.00	0.00	0.00	0.00	0.00	145.15
660.06 - Postage	182.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	182.42
660.07 - Bank Charges	0.00	387.36	387.36	387.28	20.00	0.00	0.00	0.00	0.00	1,182.30
660.08 - Email Hosting & Storage	499.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	499.50
660.10 - Payroll Expenses	3,339.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,339.90
Total 660 - General & Administrative Costs	5,504.50	466.91	466.91	466.83	20.00	0.00	0.00	0.00	0.00	6,925.15
Total Expense	13,987.70	1,042,603.45	797,873.38	90,231.60	189,786.42	0.00	0.00	0.00	0.00	2,134,482.55
Net Ordinary Income	266,475.49	887,253.63	-256,183.12	55,858.08	2,076,676.90	7.47	3.14	177.48	0.00	3,030,269.07
Other Income/Expense										
Other Income										
430.02 - Rooftop Fees	0.00	201,162.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	201,162.32
430.03 - Water Connection Fees	0.00	888,160.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	888,160.92
430.04 - Wastewater Connection Fees	0.00	0.00	1,918,127.33	0.00	0.00	0.00	0.00	0.00	0.00	1,918,127.33
430.05 - Storm Drain Connection Fees	0.00	0.00	0.00	364,253.43	0.00	0.00	0.00	0.00	0.00	364,253.43
430.06 - Meter Installation Fees	0.00	169,641.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	169,641.00
480.02 - CFD Assessments	0.00	430,178.70	430,178.70	430,178.70	0.00	0.00	0.00	0.00	0.00	1,290,536.10
Total Other Income	0.00	1,689,142.94	2,348,306.03	794,432.13	0.00	0.00	0.00	0.00	0.00	4,831,881.10
Other Expense										
900.01 - Capital Expenditures-Equipment	0.00	1,967.37	143,446.55	0.00	0.00	0.00	0.00	0.00	0.00	145,413.92
900.02 - Capital Expendures-Water Meters	0.00	277,885.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	277,885.94
900.03 - Capital Expendures - Improvements	0.00	248,526.75	0.00	0.00	248,526.75	0.00	0.00	0.00	0.00	497,053.50
900.05 - New Well Construction	0.00	31,901.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,901.82
900.07 - 400,000 gpd WWTF	0.00	0.00	101,208.09	0.00	0.00	0.00	0.00	0.00	0.00	101,208.09
900.09 - Water Blending Facility	0.00	5,586,456.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,586,456.44
900.11 - Wastewater Ultimate Facility	0.00	0.00	65,366.10	0.00	0.00	0.00	0.00	0.00	0.00	65,366.10
900.12 - Ag System Expansion Project	0.00	113,312.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	113,312.43
900.90 - Capital Projects Admin Costs	0.00	63,284.61	44,548.37	32,797.57	0.00	0.00	0.00	0.00	0.00	140,630.55
960.00 - Debt Payments										
960.1 - Debt Principal	0.00	0.00	0.00	0.00	96,035.83	0.00	0.00	0.00	0.00	96,035.83
960.2 - Interest Expense	0.00	0.00	0.00	0.00	36,445.17	0.00	0.00	0.00	0.00	36,445.17
Total 960.00 - Debt Payments	0.00	0.00	0.00	0.00	132,481.00	0.00	0.00	0.00	0.00	132,481.00
970.00 - Bond Payments										
970.02 - Bond Interest	0.00	0.00	0.00	0.00	0.00	111,400.00	45,456.25	250,000.00	0.00	406,856.25
Total 970.00 - Bond Payments	0.00	0.00	0.00	0.00	0.00	111,400.00	45,456.25	250,000.00	0.00	406,856.25
990.01 - Transfers In	0.00	-3,022,052.75	-3,022,052.75	-3,022,052.74	0.00	-111,399.89	-45,456.25	-250,000.00	0.00	-9,473,014.38
990.02 - Transfers Out	0.00	135,618.72	135,618.71	135,618.71	0.00	0.00	0.00	9,066,158.24	0.00	9,473,014.38
Total Other Expense	0.00	3,436,901.33	-2,531,864.93	-2,853,636.46	381,007.75	0.11	0.00	9,066,158.24	0.00	7,498,566.04
Net Other Income	0.00	-1,747,758.39	4,880,170.96	3,648,068.59	-381,007.75	-0.11	0.00	-9,066,158.24	0.00	-2,666,684.94
Net Income	266,475.49	-860,504.76	4,623,987.84	3,703,926.67	1,695,669.15	7.36	3.14	-9,065,980.76	0.00	363,584.13



MANAGING RESOURCES FOR A BETTER FUTURE

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

JULIA D. STORNETTA, GENERAL MANAGER/SECRETARY
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
June 20, 2024**

1. Call to Order

The board meeting for the Root Creek Water District was called to order at 8:33 a.m. by President Nick Bruno. Board members present were Nick Bruno, Jeff Coulthard, Shannon Simonian, Mike DelaGuerra, and Henk Griffin. Members absent were Eric Bream and Matthew Cerniglia. Members of the public included Julia Stornetta, Tim Jones, Frank Splendorio, Steve Pickens, Al Solis, Ben Crawford, Nicole Stornetta, Chris Coronado, Guadalupe Leon, Jason Sherrell, and Nick Cook.

2. Public Comment

There was no public comment.

3. Tour of District Water Treatment and Blending Facility

Ben Crawford with Provost and Pritchard led a tour of The Water Treatment and Blending Facility. The facility will be able to process 8.1 million gallons per day. The water from Wells 1, 2, and 277 will feed into the Water Blending Facility. The facility is scheduled to be completed in August 2025. The construction is 10% ahead of schedule to date. The 2-million-gallon water storage tank is composed of concrete and is 10 inches thick, and a concrete dome will be constructed in the next week to cover the top of the tank.

14. Adjournment

The meeting was adjourned at 9:30 a.m.

Julia D. Stornetta, District Secretary



MANAGING RESOURCES FOR A BETTER FUTURE

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

JULIA D. STORNETTA, GENERAL MANAGER/SECRETARY
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
July 1, 2024**

1. Call to Order

The board meeting for the Root Creek Water District was called to order at 9:02 a.m. by President Nick Bruno. Board members present were Nick Bruno, Shannon Simonian, Mike DeLaGuerra, Matthew Cerniglia and Henk Griffin. Members absent: Jeff Coulthard Eric Bream. Members of the public included Julia Stornetta, Steve Pickens, Al Solis, and Nicole Stornetta.

2. Public Comment

There was no public comment.

3. Board Action Items

- a. **2024 District Election** – Director Griffin made a motion, seconded by Director Simonian, to adopt a resolution calling for an election, requesting consolidation of the District election with Madera County’s election on November 5, 2024, and providing notice of election to the County. The motion carried.

14. Adjournment

The meeting was adjourned at 9:04 a.m.

Julia D. Stornetta, District Secretary

Item 6a. Root Creek Storm Drain Basin Clearing and Cleaning Bids

	Basin Cleaning	Cattail Removal	TOTAL BID
EMTS	\$7,120.00	\$7,440.00	\$14,560.00
Enhanced Landscape Management	\$60,840.00	\$ 87,000.00	\$147,840.00
ALW - contacted, no bid provided			
Apparent Low Bidder: EMTS \$14,560.00			
Bids collected July 3, 2024 by General Manager, Julia Berry Stornetta			



Contractor's License #911565

EMTS, Inc.

DIR Registration #: 100008208

BID PROPOSAL

To: Root Creek Water District Basin

Date: June 12th, 2024

Contact: Gretchen Heisdorf

Property Name: Riverstone Basins

Property Address: Root Creek Parkway

SCOPE OF WORK:

Bring in excavator with bucket attachment, Remove and haul off Cattails located at the bottom of the basins.

- Well 5 Blow off Basin
- Tank Well Blowoff Basin
- RC Parkway Basin
- Basin A

Price includes labor materials and equipment.

Total Price: **\$7,440.00**

NOTE: This proposal may be withdrawn by EMTS and conditions are subject to change, if not accepted within thirty (30) days.

ACCEPTANCE OF PROPOSAL:

***** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.**

Date: _____ Signed: _____

EMTS, Inc.

Name / Title: Saul Guadalupe, Maintenance Division Operations Manager

Date: _____ Signed: _____

PROPERTY OWNER (OR AGENT FOR OWNER)

Name / Title: _____



Contractor's License #911565

EMTS, Inc.

DIR Registration #: 100008208

BID PROPOSAL

To: Root Creek Water District Basin

Date: June 11th, 2024

Contact: Gretchen Heidorf

Property Name: Riverstone Basins

Property Address: Root Creek Parkway

SCOPE OF WORK: Weed abatement and debris removal at the following sites

- Rd 40 Parkway Basin
- RC Parkway Basin
- Basin A
- Market Basin

Price includes labor materials and equipment.

Total Price: \$7,120.00

NOTE: This proposal may be withdrawn by EMTS and conditions are subject to change, if not accepted within thirty (30) days.

ACCEPTANCE OF PROPOSAL:

***** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.**

Date: _____ Signed: _____

EMTS, Inc.

Name / Title: Saul Guadalupe, Maintenance Division Operations Manager

Date: _____ Signed: _____

PROPERTY OWNER (OR AGENT FOR OWNER)

Name / Title: _____



CUTTONE & MASTRO

CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Directors and Management
 Root Creek Water District
 PO Box 27950
 Fresno, CA 93729

We are pleased to confirm our acceptance and understanding of the services we are to provide for Root Creek Water District from July 1, 2024 through December 31, 2024.

You have requested that we perform the following services:

- 1) We will provide you with the following bookkeeping services:

	Monthly	Quarterly	Annually
Bookkeeping Services			
Assist with bonds and notes accounting	X		
Meetings (1 in 6 month period. Additional if needed)	X		
Prepare and record check disbursements	X		
Prepare and track billing of customers (other than municipal) (i.e. assessments, developer fees, permits)	X		
Record and reconcile customer billings and collections	X		
Record journals and post to general ledger	X		
Reconcile bank statements	X		
Record and make deposits	X		
Track capital expenditures	X		
Track expenditures in relation to budget	X		
Financial Report			
Prepared cash basis financial reports			
Statement of assets, liabilities and equity	X		
Statement of revenues and expenses (by class)	X		
Other Schedules	X		
Payroll Services			
Prepare payroll checks for board members	X		
Prepare quarterly and year end payroll reports		X	X
Tax Services (None)			
Other Services			
Prepare Annual Benefit Assessments invoices for non-resident individuals and update tracking			X
Prepare forms 1099 and 1096			X
Prepare Annual State Controller's Financial Transactions Report			X
Assist with the Compilation of Accrual Basis Financial Statements for Audit			X
Prepare schedules and responses for financial audit			X
<i>No other unless subsequently and specifically requested.</i>			

7543 North Ingram, Suite 102
 Fresno, California 93711

phone 559-261-4300

fax 559-261-4301

2) We will prepare the financial statements of the District, which comprise the annual statement of net position and the related statement of activities and individual fund statements of net position, revenues, expenses and changes in net position and cash flows for the year ended December 31, 2022, and the related notes to the financial statements, all to be audited by another accounting firm.

The objective of our preparation engagement is to—

- prepare financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you and
- apply accounting and financial reporting expertise to assist you in the presentation of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

We will conduct our compilation engagement in accordance with the Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with applicable professional standards, including the AICPA's *Code of Professional Conduct* and its ethical principles of integrity, objectivity, professional competence, and due care, when performing the bookkeeping services and preparing the financial statements.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion, a conclusion, nor provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities since performing those procedures or taking such action would impair our independence.

The financial statement preparation portion of the engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America and assist you in the presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America. You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARS:

- a) The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements.
- b) The preparation and fair presentation of financial statements in accordance with accounting principles generally accepted in the United States of America and the inclusion of all informative disclosures that are appropriate for accounting principles generally accepted in the United States of America.
- c) The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.
- d) The prevention and detection of fraud.
- e) To ensure that the District complies with the laws and regulations applicable to its activities.
- f) The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- g) To provide us with—
 - access to all information of which you are aware is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - additional information that we may request from you for the purpose of the compilation engagement.
 - unrestricted access to persons within the District of whom we determine it necessary to make inquiries.

You are also responsible for all management decisions and responsibilities and for designating an individual with suitable skills, knowledge, and experience to oversee our tax services, bookkeeping services and the preparation of your financial statements. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

As part of our engagement, we will prepare financial statements that will be audited by another accounting firm that you contract with, and accordingly, we will not express an opinion, a conclusion, nor provide any assurance on them.

Other Relevant Information

Michael B. Cuttone is the engagement partner and is responsible for supervising the engagement.

Our fees for these services will be \$9,690 per month for the months of July 1, 2024 through December 31, 2024 for the financial statement preparation, preparation of State Controllers report, and bookkeeping services as listed above. You will also be billed for out-of-pocket costs such as postage. The fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. The fee of \$9,690 applies to the months of service for July 1, 2024 through December 31, 2024. A new fee will be proposed for services after December 31, 2024 based on the amount of estimated time for the succeeding months. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you acknowledge and agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

ACKNOWLEDGED:

Root Creek Water District

Name

Title

Root Creek Water District Infrastructure Facilities Policy

Adopted: September 20, 2017

Revised: May 13, 2019

Revised: May 8, 2023

Revised July 8, 2024

Purpose and Scope

The purpose of this policy is to enact Root Creek Water District's (the "District") In-Tract Infrastructure Facility guidelines to ensure infrastructure dedicated to the District as a result of in-tract construction meets the District's accepted standards and to clearly define the role and obligation of a "Permittee" related to the construction and dedication of such facilities.

Policy Statement

This policy details how the District permits, reviews, inspects, and accepts in-tract infrastructure facilities constructed by Permittees. To ensure clarity of understanding of obligations of the Permittee and provide a consistent procedure for the construction and dedication of acceptable in-tract infrastructure, the Board of Directors ("Board") of the District establishes this Infrastructure Facilities Policy to guide the District in carrying out its duties.

Applicability

The District requires that for any work done within the District's boundaries that is located within a public right-of-way, or within a public easement, or planned to be a public easement, a permit must first be obtained from the District and all associated fees paid. Furthermore, such work must be inspected by an inspector approved by the District. This permit requirement is in addition to any other permits required to be issued by other entities for on-site work. The applicant's signature on the permit signifies that the Permittee agrees to and accepts all the terms listed in the District's Standard Plans and Specifications.

A Permittee constructing within the District's boundaries is responsible for the planning, designing, permitting, and construction of certain required infrastructure necessary to receive services from the District's facilities. Prior to planning and designing District facilities, the Permittee is required to schedule a meeting with the District.

Unless otherwise specified in writing, the District designs and constructs all primary infrastructure facilities and the Permittee shall design and construct all secondary infrastructure facilities in compliance with the District's Standards and Specifications, as periodically amended.

WATER INFRASTRUCTURE FACILITIES

Primary water facilities are those facilities required to produce and deliver water to a municipal water system from water sources, whether potable or recycled. Primary water facilities generally include, but are not limited to, storage facilities, pumping stations, treatment facilities, water production wells, aqueduct connections, and major supply and transmission pipelines equal to or greater than 12 inches in diameter.

Secondary water facilities are those facilities necessary to distribute the required potable or recycled water throughout a pressure zone. Secondary water facilities generally include, but are not limited to, distribution mains and pipeline appurtenances. The District may require that certain secondary water facilities be oversized to meet anticipated future demands. In such cases, the District may, in its discretion, fund the oversizing of those certain water facilities.

SANITARY SEWER INFRASTRUCTURE FACILITIES

Primary sanitary sewer facilities are those facilities required to convey wastewater and effluent produced by developments within the District to a sewage treatment site. Primary sanitary sewer facilities generally include, but are not limited to, underground pipe mains larger than 10 inches, (most of which are in the major roadways), pumping stations, transmission pipelines, and sewage treatment sites.

Secondary sanitary sewer facilities are those facilities necessary to convey wastewater and effluent from a development to the District's primary sanitary sewer facilities. Secondary sanitary sewer facilities generally include, but are not limited to, distribution mains and pipeline appurtenances. The District may require, in its discretion, that certain secondary sanitary sewer facilities be oversized to meet anticipated future demands. In such cases, the District may, in its discretion, fund the oversizing of those certain sanitary sewer facilities.

STORM DRAINAGE INFRASTRUCTURE FACILITIES

The District may require a Permittee to provide certain storm drainage infrastructure when designing, planning, and constructing a development. The design and construction of all such storm drainage infrastructure shall meet or exceed the District's Standards and Specifications, as periodically amended, for such storm drainage infrastructure.

The District has developed an Infrastructure Master Plan that was accepted in September 2006 that established the District's primary/backbone facilities and the Infrastructure Master Plan continues to be updated.

INFRASTRUCTURE DEDICATION REQUIREMENTS

1. Primary water, sanitary sewer and storm drainage facilities are also known as backbone facilities and are generally designed and constructed by the District. Design and construction of primary facilities are included in the District's impact fee program; however, the District may require the Permittee to fund those facilities necessary for the development if District funds are short. Primary facilities funded by a Permittee's advanced funds or constructed by the Permittee at prevailing wages are fee creditable as building permits are issued. If fee credits do not fully reimburse the Permittee's advancement, the District will reimburse the Permittee as building permits are issued within the District.
2. The Permittee shall design, construct, and dedicate secondary facilities (for ownership, operation, and maintenance) to the District. Such secondary water facilities, sanitary

sewer, and storm drainage facilities shall be in accordance with the requirements of the District.

3. Before beginning the construction of any infrastructure facilities within the District, the Permittee shall complete and submit to the District for approval an *Application to Construct and Dedicate Infrastructure Facilities*, a copy of which is attached to this Policy.
4. For all new subdivisions of land within the District, and as determined by the District's Engineer or designee, the Permittee shall extend secondary water system facilities so that meters will front the parcels for which they serve.
5. The Permittee shall provide all financial resources and arrangements necessary to plan, design, and construct all secondary infrastructure facilities and storm drainage infrastructure.
6. In addition to complying with the requirements of the District's Standards and Specifications, a Permittee is responsible for ensuring the planning, design, and construction of all on-site and off-site system facilities comply with all federal, state, and local laws, regulations, ordinances (including County ordinances), and District policies. The Permittee's responsibility includes, but is not limited to, compliance with the California Environmental Quality Act, if applicable. Dedication of easements to the District shall be senior to other utility easements (i.e., "first in time").
7. The District may, in its discretion, require a Permittee to obtain and grant utility easements and rights-of-way to the District. The system facilities must be in either dedicated road rights-of-way or in easements granted to the District. If easements are to be dedicated to the District on a map, the Permittee must submit the map to the District for review and approval and the District shall be signatory on said map.
8. The Permittee shall pay current applicable fees and deposits required by the District upon demand. District staff should be consulted for current and applicable fees. District engineering and inspection services shall require Permittee deposits. Such Permittee deposits must be made before any District engineering, inspection services, or construction activities occur. Staff labor, materials, and incidentals may be charged against the Permittee's deposit. If the Permittee's deposit becomes insufficient to cover applicable District charges, the Permittee may be required to make additional deposits upon demand. Remaining deposit balances will be refunded or applied toward other Permittee deposits required for the project.
9. The District shall review all the Permittee's construction drawings, and may revise, modify, or require redesign of any concepts, drawings, or details submitted. All concepts and construction drawings must be approved by the District's Engineer or designee.
10. The Permittee shall construct all improvements within a certain area. It is recognized that the storm drain system relies on the street and gutter system and at no time will the streets not be completed after the water and sewer infrastructure is installed. Specific construction sequencing will be required for improvements constructed from October through March.

11. The District shall inspect all constructed improvements to ensure compliance with approved specifications. After each inspection, the District shall, as needed, provide a Permittee with a punch list identifying work that does not conform to the District's Standards and Specifications or the plan designs for the project. The Permittee's constructed improvements shall not be approved by the District until all non-conforming work identified on such punch lists has been corrected.
12. In the event a Permittee damages the District's facilities, the Permittee shall be notified in writing to make specified repairs within a defined period of time. If the Permittee fails to respond, the District shall make all required repairs and the resulting charges shall be reimbursed by Permittee or reimbursed to the District upon demand of the District. In the event of emergency damage(s), the District shall make required emergency repairs and the resulting charges shall be paid by the Permittee upon demand of the District. The Permittee shall be responsible for any fines levied against the District by any regulatory agency as a result of damage. The Permittee shall further be responsible for any costs associated with any maintenance or cleanup activities arising from such damage.
13. Permittee shall complete and submit to the District for approval a *New Construction Sanitary Sewer Plug Agreement* and forward any deposit associated with the agreement. A \$10,000 fine shall be levied against the Permittee in the event non-sewer materials, fluids, debris, or any other constituent enter the sewer system due to the unauthorized removal of sanitary sewer plugs by Permittee or subcontractors.
14. A \$10,000 fine shall be levied against the Permittee in the event Permittee or subcontractor is found to be discharging into District sanitary sewer system.
15. Homes may not be connected to the RCWD sewer, storm or water systems until the following events have occurred:
 - a. Sanitary Sewer System - Has passed pressure tests, mandrel tests, TV inspection, manholes have been raised to finish grade & grouted, and final sewer cleaning is complete.
 - b. Storm Drainage System – Has passed hydrostatic pressure tests when applicable, drainage inlets have been raised to grade & grouted, and manholes have been raised to finish grade and grouted.
 - c. Potable Water System – Has passed hydrostatic pressure tests, bacteria tests, fire hydrants are operational, and valves have been raised to finish grade.
16. The Permittee shall provide to the District a corrosivity study, performed by a qualified/licensed corrosion engineer, for all metallic pipelines and appurtenant structures, which identifies specific recommendations for cathodic protection of the metallic pipeline and appurtenant structures. In addition, the Permittee shall provide the design of necessary cathodic protection system(s), performed by a qualified/licensed corrosion engineer. The District's Standards and Specifications represent the minimum levels of care and performance, and the levels of protection in the District's Standards and Specifications shall not be reduced.

17. The District may, in its discretion, allow deviations from the requirements of this Policy. All such deviations must be approved by the District and may require action by the District's Board at a Board meeting. All requests for variances to the requirements of this Policy must be in writing and must state the reason(s) for the request.
18. In no event will dedication of any facilities under this Policy be complete until the District's Board has approved the dedication and accepted the facilities.

DRAFT

Root Creek Water District
Application to Construct and Dedicate Infrastructure
Facilities

Project Name or Map Number: _____	Project Location: _____
Permittee: _____	Engineer Co.: _____
Contact Name: _____	Engineer Contact Name: _____
Permittee Telephone: _____	Engineer Telephone: _____
Permittee Address: _____	Engineer Address: _____
City/State/Zip: _____	City/State/Zip: _____

Type of Development:

- Residential/Single Family – No. of Lots _____
- Multi-family – No. of Units _____
- Commercial – No. of Parcels/Units _____

PROPOSED DEVELOPMENT AND INFRASTRUCTURE

Please describe in detail your proposed development and the infrastructure related to the development. Please attach additional pages if necessary. Please also attach plans and specifications for the proposed development and infrastructure facilities, as well as any testing documents for tests performed relating to the proposed development and infrastructure facilities.

- - Name of Contractor or Subcontractor: _____
- California State License Board No.: _____

DRAFT

The undersigned Permittee (the "Permittee") hereby expresses its desire to construct, for the above-described development, water, sanitary sewer and/or storm drainage facilities described in the attached plans and specifications (the "Facilities"), and upon completion, to dedicate them to the Root Creek Water District (the "District"). The Permittee expressly agrees and acknowledges that the District's acceptance of this Application to Construct and Dedicate Infrastructure Facilities, including the Pre-Construction, Construction, and Post-Construction Checklists (this "Application") does not constitute approval by the District of the Permittee's proposed Facilities or this Application. The Permittee understands and acknowledges that submission of this Application is the first step in starting the infrastructure facility construction and dedication process as described in the District's Infrastructure Facilities Policy, and Permittee agrees to abide by the terms and conditions of that Policy and all other District requirements.

The Permittee further acknowledges that, as a condition to the District accepting the Facilities, the Permittee's engineer must coordinate all phases of design and construction of the Facilities with the District and/or the District's Engineer. The Permittee shall not begin construction of the Facilities without receiving prior written approval of this Application from the District. If this Application is approved, Permittee shall notify the District at least two (2) weeks prior to start of construction of the Facilities. The District shall be automatically vested with the right to enter upon the Permittee's property for the purpose of inspecting construction of the Facilities throughout the progress of the project. Before beginning any construction on the above-described development, the District requires that Permittee provide the District with proof of liability insurance, in the amount and quality required by District policy, with the District added as an additional insured.

Upon completion, Permittee shall furnish the District with record plans of the completed work and agrees to submit a "Dedication of Infrastructure" acceptance package to the District legally transferring the Facilities to the District, at no cost to the District. The Facilities may only be approved for final acceptance by the District if, in the District's sole discretion: (i) completion of the work complies with all federal, state, and local laws, regulations, ordinances (including County ordinances), and District policies; (ii) all work relating to the Facilities meets or exceeds the District's Standards and Specifications; (iii) all District conditions of extension of service are met; (iv) Permittee has paid all charges and fees owing to the District at the time of dedication; and appropriate land rights have been dedicated to the District. The District reserves the right, in its sole discretion, to deny the acceptance of the Facilities for any reason whatsoever.

PRE-CONSTRUCTION CHECK LIST

Prior to starting work, Permittee shall comply with all requirements listed below; work shall not begin until the District General Manager has accepted the Application.

1. All submittals shall be transmitted by email to:
 - a. Root Creek Water District, General Manager, Julia Stornetta at Julia@rootcreekwd.com
 - b. Provost & Pritchard Consulting Group, Root Creek Water District, District Engineer, Brian Ehlers at behlers@ppeng.com.
 - c. RT Diversified, Inc., Root Creek Water District, Inspections & Systems Operations General Manager, Shay Bakman at Shay@Bakmanwater.com.
 - d. Attachment files greater than ten (10) megabytes in size shall be transmitted by email link to a shareable folder.
2. Permittee shall submit a fully completed and executed copy of Root Creek Water District Infrastructure Facilities Policy and Application to Construct and Dedicate Infrastructure Facilities in PDF electronic format.
3. Permittee shall submit copies of certificates of insurance naming Root Creek Water District, Provost & Pritchard Consulting Group, Bakman Water Company, and RT Diversified, Inc. as additional insureds in PDF electronic format.
4. Permittee shall submit a copy of the approved and signed Civil Plans in PDF electronic format.
5. If Permittee desires to start work at risk prior to approved and signed Civil Plans or construct improvements in a phased approach, a separate submittal is required for advance review and consideration. Written approval from the District General Manager is required to exercise this option.
 - a. Submittal shall include detailed plans and all sheets shall be stamped with, At-Risk Plans Set, Date, and Engineer of Record signature.
6. Permittee shall provide estimated start date approximately two (2) weeks prior to the start of construction.
7. Permittee shall pay all Root Creek Water District Fees.
8. All materials incorporated into completed facilities shall be in conformance with adopted Root Creek Water District Standard Specifications For Public Works Improvements. RCWD Standards are available for free download at Rootcreekwd.com Meetings & Policies tab.
9. Material submittals are not required provided the materials meet all requirements specified at RCWD Standards. Questionable or alternate materials may be submitted to Root Creek Water District for review and consideration.
10. Permittee shall obtain a Notice to Proceed written email notice from the District that confirms the items listed above are complete, accepted, and work may proceed.

CONSTRUCTION CHECK LIST

During construction, Permittee shall comply with all requirements listed below and submit the required items to the District General Manager.

1. All submittals shall be transmitted by email to:
 - a. Root Creek Water District, General Manager, Julia Stornetta at Julia@rootcreekwd.com
 - b. Provost & Pritchard Consulting Group, Root Creek Water District, District Engineer, Brian Ehlers at behlers@ppeng.com.
 - c. RT Diversified, Inc., Root Creek Water District, Inspections & Systems Operations General Manager, Shay Bakman at Shay@Bakmanwater.com.
 - d. Attachment files greater than ten (10) megabytes in size shall be transmitted by email link.
2. Prior to start of construction, Sewer Plugs shall be installed per the Root Creek Water District New Construction Sanitary Sewer Plug Rental Agreement requirements that are included near the end of this document.
3. Permittee is reminded that Root Creek Water District's Sewer Connection Sediment Intrusion Prevention Policy protects the system from infiltration, includes fines of up to \$10,000, includes temporary marker posts requirements, and house connection requirements that are included near the end of this document.
4. Submit copies of Geotechnical Engineer Stamped Compaction & Moisture Test Results on a Weekly Basis during construction per Root Creek Standards Page 67 Section 17.4.
5. Prior to connection to water mains, Permittee shall coordinate with Inspections and Operations staff so Reduced Pressure Backflow Preventor assemblies may be tested and certified.
6. Prior to connection of landscape water services, Permittee shall coordinate with Inspections and Operations staff so Reduced Pressure Backflow Preventor assemblies may be tested and certified.
7. Prior to close of escrow or occupancy, Permittee shall notify Root Creek Water District by email so water meter assemblies may be installed and applications for service be completed. In the event this step is skipped, Permittee shall be responsible for all Root Creek Water District estimated service costs plus a penalty of \$250 per month.
8. Homes may not be connected to the RCWD sewer, storm or water systems until the following events have been completed in each system:
 - a. Sanitary Sewer System - Has passed pressure tests, mandrel tests, TV inspection, manholes have been raised to finish grade & grouted, and final sewer cleaning is complete.
 - b. Storm Drainage System – Has passed hydrostatic pressure tests when applicable, drainage inlets have been raised to grade & grouted, and manholes have been raised to finish grade and grouted.
 - c. Potable Water System – Has passed hydrostatic pressure tests, bacteria tests, fire hydrants are operational, and valves have been raised to finish grade.

POST-CONSTRUCTION ACCEPTANCE CHECK LIST

Prior to acceptance of the Facilities, the Permittee shall submit the following items and obtain written acceptance from the District Manager.

1. All submittals shall be transmitted by email to:
 - a. Root Creek Water District, General Manager, Julia Stornetta at Julia@rootcreekwd.com
 - b. Provost & Pritchard Consulting Group, Root Creek Water District, District Engineer, Brian Ehlers at behlers@ppeng.com.
 - c. RT Diversified, Inc., Root Creek Water District, Inspections & Systems Operations General Manager, Shay Bakman at Shay@Bakmanwater.com.
 - d. Attachment files greater than ten (10) megabytes in size shall be transmitted by email link.
2. Permittee shall submit Record Plan set in PDF and AutoCAD electronic formats.
3. Permittee shall submit shape files for inclusion in GIS system.
4. Permittee shall submit a Spreadsheet summarizing all RCWD Facilities Construction Costs in Excel and PDF electronic formats and copies of all supporting executed contracts in PDF electronic format.
5. Permittee shall submit a copy of Final Geotechnical Engineer Stamped Compaction & Moisture Test Results that summarizes and restates all compaction testing in one final report per Root Creek Standards Page 64 Section 16.4.
6. Permittee shall submit a copy of completed Punch List Items including Inspector acknowledgement email that all items are complete in PDF electronic format.
7. Permittee shall submit a copy of County of Madera's Acceptance in PDF electronic format.

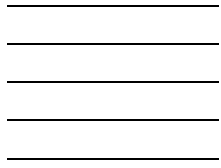
In acknowledgment of the above, Permittee hereby submits its Application to the District.

Signed by: _____

Signature: _____

Date: _____

For District Use Only		Fees
Authorization		
Date:	Review	_____
Permit No.	Inspection total	\$ _____
Inspection Report	Meter total	\$ _____
Testing or Certifications	Landscape Meters	\$ _____
	Sewer Plug	\$ _____
Fees per Service Connection		
Water	_____	
Wastewater	_____	
Storm Drain	_____	



DRAFT

Phone #: _____

Date Signed: _____

**ROOT CREEK WATER DISTRICT
NEW CONSTRUCTION SANITARY SEWER PLUG
RENTAL AGREEMENT**

This Sanitary Sewer Plug Rental Agreement (this "Rental Agreement") between the Root Creek Water District (the "District") and the Permittee shall be entered into prior to the commencement of any new construction that includes new sanitary sewer collection facilities to be connected to existing facilities. This Rental Agreement shall be effective for a maximum period of six (6) months. The sanitary sewer plug covered by this Rental Agreement shall be returned to the District by or before the end of the six-month period. This Rental Agreement may be renewed with approval from an authorized District representative. The purpose of this Rental Agreement is not only for use of the sanitary sewer plug, but also to ensure that existing sanitary sewer collection and treatment facilities are protected from damages that may occur due to infiltration from construction activities. By executing this Rental Agreement, Permittee agrees to the following:

RENTAL CHARGES AND DAMAGES

The plug deposit is **\$1,000**, and **\$500** is refundable upon return of the plug in an undamaged condition. Any damaged plugs shall remain the property of the District. For any plug lost, stolen or removed without District approval, the **\$1,000.00** deposit for each plug will be forfeited. Permittee is responsible for the actions of its subcontractors, shall be liable for any fines levied against the District and/or damages caused to existing facilities that are a result of the plug's unauthorized removal or displacement.

PLUG USE PROCEDURES

The plug shall be installed on the downstream outlet of the last sanitary sewer manhole that connects to existing District sanitary sewer facilities. The plug shall be secured to a minimum of two manhole steps, if applicable, by stainless steel cable with corrosion-resistant fasteners. The plugged manhole shall be maintained continually to allow access to the plug and inspection by authorized representatives. Initial plug installation, necessary short-term removal, and final removal for operation shall be performed in the presence of a District representative and documented appropriately using this form. District representatives shall inspect the plug periodically to verify that no material or debris are being allowed to enter the existing sewer system. The plug shall be maintained by the Permittee until all cleaning, testing, and debris removal is completed and the lines are approved for operation. Any accumulated material or debris shall be removed from the lines and each manhole prior to plug removal.

Plug ID No. _____ Issue Date _____ Due Date _____ Location _____

Plug ID No. _____ Issue Date _____ Due Date _____ Location _____

Plug ID No. _____ Issue Date _____ Due Date _____ Location _____

INSPECTION TYPE	INSPECTION DATE	INSPECTION COMMENTS	INITIALS

Permittee (Company Name): _____

Signature: _____

Address: _____

Name Printed: _____

Phone #: _____

Date Signed: _____

Root Creek Water District Representative

Signature: _____

Address: P.O. Box 27950 Fresno, CA 93729

Name Printed: JULIA STORNETTA, General Manager

Phone #: _____

Date Signed: _____

**ROOT CREEK WATER DISTRICT
SEWER CONNECTION
SEDIMENT INTRUSION PREVENTION POLICY**

The Purpose of this Root Creek Water District (the "District") Sewer Connection Sediment Intrusion Prevention Policy (this "Policy") is to prevent and limit the introduction of unwanted debris into the sewer system that transmits wastewater flows to the Wastewater Treatment Plant. Ultimately, it is the intention of this Policy to limit as much as possible the flows that the Wastewater Treatment Plant processes, but also to protect the Wastewater Treatment Plant from pollutants and other substances that could damage the equipment or cause higher operational costs. This Policy helps to ensure that the existing sanitary sewer collection and treatment facilities are protected from damages that may occur due to infiltration from construction activities and/or connection to the sewer collection system. This Policy shall be signed by a developer or homeowner prior to the commencement of any new residential or commercial construction. Construction activities consisting of making connection to the sewer service system will be performed in such a manner as to prevent damage and infiltration to the system by following the procedures outlined in the Policy. By signing this Policy, Permittee agrees to the following:

DAMAGES

The penalty levied against Permittee for violation of this Policy is \$10,000.00 per occurrence. Permittee is responsible to and shall hold the District harmless for the actions of its subcontractors, agents and assignees, and shall be liable to the District for any additional fines levied against the District and damages caused to the existing facilities, as a result of connecting to the existing system or introducing debris to the existing system.

CONSTRUCTION AND INSPECTION PROCEDURES

Prior to excavation, Permittee and subcontractors shall observe markings to indicate the location of existing District sewer service facilities. Markings will include (1) a stamp on concrete curb; and (2) a 2x4 marker post inserted in the soil marking at the location of the capped point of connection. Digging by mechanical equipment shall be performed in such a manner as to prevent the damage of underground pipelines and shall be limited to no less than one foot away from the proximate location of the capped service line. Hand digging will be used to locate and uncover the end of the service pipe.

Excavation to locate and connect to existing District facilities shall be performed in the presence of a District representative and documented appropriately using this form. Any accumulated material or debris shall be removed from the lines. Internal wastewater service lines from the residential or commercial structure shall be flushed by the Permittee, until they run clear prior to connection. No flushing water shall be allowed to enter the wastewater system. District representatives shall observe the flushing process to ensure lines are clear.

Permittee: _____

Signature: _____

Address: _____

Name Printed: _____

Phone #: _____

Date Signed: _____

Root Creek Water District Representative

Signature: _____

Address: P.O. Box 27950 Fresno, CA 93729

Name Printed: JULIA BERRY, General Manager

Phone #: _____

Date Signed: _____

**ROOT CREEK WATER DISTRICT
SEWER CONNECTION
SEDIMENT INTRUSION PREVENTION POLICY**

PERMITTEE _____

PAGE _____

DATE	LOCATION	INSPECTION COMMENTS	INITIALS

PROVOST & PRITCHARD CONSULTING GROUP

455 W Fir Ave • Clovis, CA 93611-0242 • Tel: (559) 449-2700
www.provostandpritchard.com

Memorandum

To: Julia Stornetta/Board of Directors – Root Creek Water District

From: Brian Ehlers

Subject: Status report for Activities through the end of June 2024

Date: June 28, 2024

Riverstone Development

Utility Issues:

1. Municipal –
 - a. Water Use
 - i. Working with DDW to modify permit conditions
 - ii. Awaiting water masterplan on expanded water system to serve municipal demands to complete water assessment. – On hold
2. Wastewater – Nothing to report
3. Storm Water – Nothing to report.
4. Agriculture – Through the end of June diversion total almost 1,600 af
5. Overall –
 - a. Need to finalize ownership of land for project features under acquisition agreement (See Section 2.b.ii, below)
 - b. Need to finalize transfer of in block facilities for Village A blocks 3, 4, 5, 7, 8 and 9 as well as Village B parcels 18, 19, 23, 24, 25, 26, 27, 28, 32, 33.

Projects in Design

Project Status:

1. 80-acre recharge basin – Nothing to report.
2. Well 5 and Tank –
 - a. Documents completed. Meeting of staff on July 8th. Expect require three contractors to make modify of facilities and reprogramming PLC.
3. Wastewater Improvements – Road 40
 - a. Initial Concept completed. In process of preparing preliminary plans and information from vendors.
4. Wastewater Ultimate Facility – Ave 10
 - a. CUP accepted. Preparing scope of work and associated cost for preparation of biological study, air quality evaluation and odor study as requested by County.

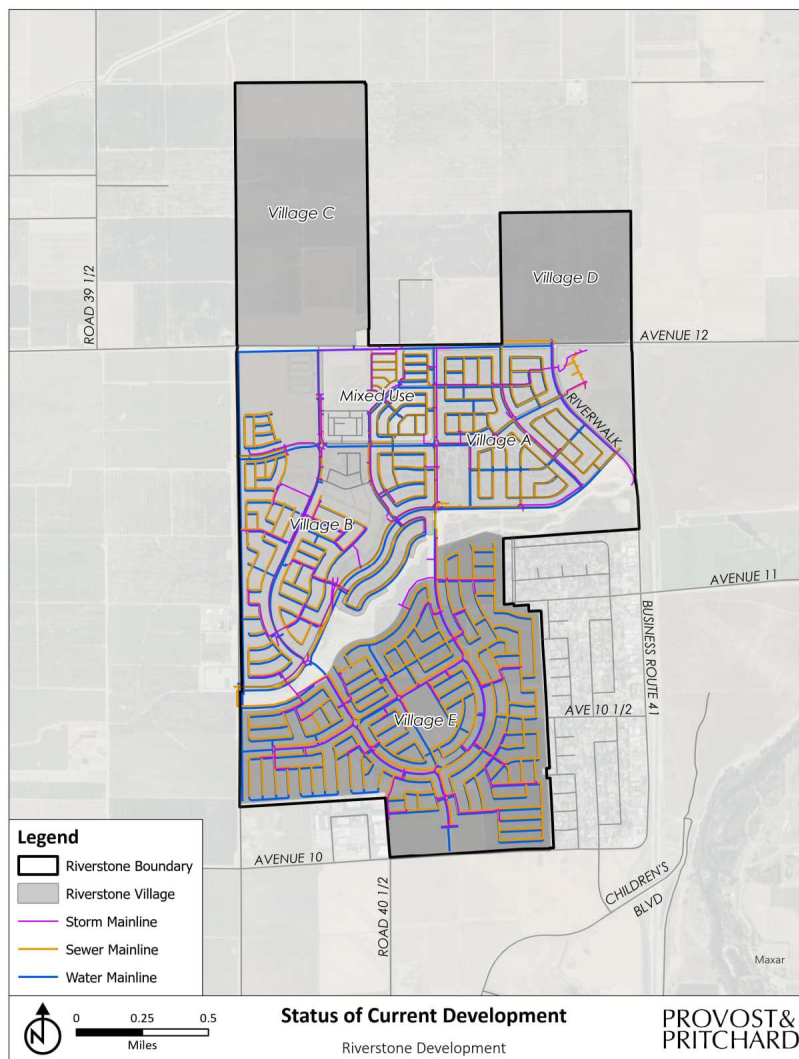
Projects in Construction

Construction status:

1. Municipal System -
 - a. Sequestering Study – The pilot study continues.
 - b. Groundwater Treatment and Blending – See separate report.
 - c. Ag Well 277 conversion to Well 7 – Submittal review by P&P Construction Management staff in process.

2. **Proposition 1 Grant Administration** – Have initiated and submitted multiple quarterly reports and pay estimates to the DWR.

Status of current development



1. Developer Reviews –

a. Received, Reviewed, and Responded to the following submittals:

i. Village E

a. Backbone – 1st phase – Rd 40 and Parkway Blvd

b. Phase 2 Block 4

c. Phase 2 Block 5

b. Issues:

i. Purchase of Well 277 outlot

ii. Purchase of WWTP 40 acres for Ultimate WWTP.

2. Construction Review-issues with construction in support of the following construction.

a. Village B

i. Parcel 8,9 Wilson

ii. Parcel 5-7 Wathen

iii. Parcel 2-4 Granville

iv. Parcel 14-17, 21 Lennar

v. Parcel 1 Lennar

b. Village E

i. Backbone

ii. Phase 1

c. Issues:

i. None

10. Other Subjects

a. Meet with other Technical Representatives biweekly to advance and respond to the DWR corrective actions. Perform and prepare Periodic Evaluation of the Madera Subbasin and prepare 2025 GSP Plan.

b. Acquisition of construction in progress – At request of Legal counsel work with Precision Engineering to develop deeds and easement for transfer of properties.

c. Infrastructure – Gather shape files from developers to build a GIS map of facilities.

d. Execution and acceptance of developer in tract improvements

e. Water Supply Assessment – on hold