

**RANCHO SANTA FE  
COMMUNITY SERVICES DISTRICT**

**MINUTES**

**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, April 10, 2017, 1:30 P.M.**

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

**PRESENT**

Bill Hinchy  
Deborah Plummer  
John Tanner  
Laurel Lemarié

**ABSENT**

Doug Moul  
Chuck Duffy

**GUESTS**

Arnold Keene, RSFA

**STAFF**

Jeff Pape, District Engineer  
Paula Melendrez

The regular meeting of the Board of Directors of the Rancho Santa Fe Community Services District was called to order by Board President Pro-tem Bill Hinchy.

**1. Call Meeting to Order and Roll Call.**

**2. Public Comment – None.**

**ACTION ITEMS**

**3. Report from the RSF Association on Roadside Landscape Maintenance.**

Arnold Keene from the RSF Association reported that the trees in the right-of-way are as healthy as he has seen them in 5 years. He will be obtaining new tree trimming estimates soon. In the past, estimates have ranged from \$1,320 to \$1,850 per day.

**4. Minutes of the March 13, 2017 Regular Meeting.**

**ACTION:** Director Plummer moved to approve the minutes as submitted. Director Lemarié seconded. Motion carried 4-0.

**5. February 2017 Dudek Invoices for Payment.**

**ACTION:** Director Tanner moved to approve the invoices as submitted. Director Lemarié seconded. Motion carried 4-0.

**6. Consideration of Fiscal Year 2015-2016 Comprehensive Annual Financial Report and Draft Audit.**

**ACTION:** Director Tanner moved to approve the Annual Financial Report and Draft Audit as presented. Director Plummer seconded. Motion carried 4-0.

**7. Santa Fe Valley Community Facilities District No. 1.**

a. CFD Fund Balances – Noted and filed.

b. CFD No. 1 First Installment Delinquency Report – Noted and filed.

**8. District Engineer's Report.**

- a. Treatment Plant, Pump Station, and Sewer System Operations Report – District Engineer Jeff Pape explained how the WPCSD and FRCSD Billing Log hours are billed to the respective districts.
- b. Collections Crew – Operations Log – Noted and filed.

**9. General Manager's Report.**

- a. Update on recycled water – General Manager Chuck Duffy was absent. District Engineer Jeff Pape reported on Mr. Duffy's recent meetings with the San Elijo JPA and the Santa Fe Irrigation District to discuss the recycled water options. The board agreed that if the Golf Course chooses not to eventually pursue a recycled water option with the RSFCSD due to the ongoing brine disposal issue, then the district will subsequently pursue its recycled water options with OMWD.

**10. Monthly Flow Reports – Noted and filed.**

**11. Monthly Financial Reports.**

- a. Account Balances– Noted and filed.
- b. 2016-2017 Revenue & Expenditure Report – Noted and filed.
- c. LAIF Monthly Update – Noted and filed.

**12. Upcoming Seminars – None.**

**CONSIDERATION OF CORRESPONDENCE**

An informational package containing copies of all pertinent correspondence to and from the District for the month of February 2017 was given to each Director along with the Agenda.

**Adjournment.**

Board President Pro-tem Bill Hinchy adjourned the April 10, 2017 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:40 p.m.

**SUBMITTED BY:**

**APPROVED BY:**

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Paula Melendrez, Secretary

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Chuck Duffy, General Manager

Date Approved by Board: May 8, 2017