

**RANCHO SANTA FE  
COMMUNITY SERVICES DISTRICT**

**MINUTES**

**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, May 8, 2017, 1:30 P.M.**

Santa Fe Irrigation District Board Room  
5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

**PRESENT**

Doug Moul  
Bill Hinchy  
Deborah Plummer  
Laurel Lemarié  
John Tanner

**ABSENT**

**GUESTS**

Arnold Keene, RSFA  
Caitlin Kreutz, RSFA

**STAFF**

Chuck Duffy, GM  
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 Moul.

**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 landscaping budget has increased in the past five years from \$160,000 to \$205,000, with equipment replacement being a key issue. They are upgrading the skip loader, chipper, and dump truck in order to keep repair costs down. Arnold Keene also requested additional funding from the CSD of \$50,000 in order to add an entry level employee to the maintenance crew. Director Hinchy complemented the maintenance crew for work well done on the west end of the Golf Course, and Director Lemarié offered kudos as well for the trimming of the pepper trees on San Elijo. There was also discussion regarding the dead trees on private property. Arnold Keene reported that the CONE Committee is addressing these issues and developing a plan.

**4. Minutes of the April 10, 2017 Regular Meeting.**

**ACTION:** Director Hinchy moved to approve the minutes as submitted. Director Tanner seconded. Motion carried 5-0.

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

**ACTION:** Director Plummer moved to approve the invoices as submitted. Director Hinchy seconded. Motion carried 5-0.

**6. Consideration of Draft Fiscal Year 2017/18 Sewer, Landscape, and Security Services District Budgets.**

General Chuck Duffy provided a review of the draft budgets, and responded to questions from the Board. The board agreed to increase the budget for the landscaping contract by \$50,000, thus addressing the operating surplus in the 2017/18 LID/SSID budget, and to reserve \$30,000

for extra landscape work as well. The budget will be brought back to the Board at the June meeting for final approval.

**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 – General Manager Chuck Duffy explained the higher TDS reads in the groundwater at the RSF treatment plant last month.
- b. Collections Crew – Operations Log – Noted and filed.

**9. General Manager’s Report.**

- a. Update on recycled water – General Manager Chuck Duffy reported that he and Bill Weber plan on speaking to the JPA board in the coming weeks.

**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 March 2017 was given to each Director along with the Agenda.

**Adjournment.**

Board President Moul adjourned the May 8, 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: June 12, 2017