

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, December 11, 2017, 1:30 P.M.

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

PRESENT

Bill Hinchy
John Tanner
Laurel Lemarié
Deborah Plummer

ABSENT

Doug Moul

GUESTS

Arnold Keene, RSFA

STAFF

Chuck Duffy, GM
Paula Melendrez
Jeff Pape

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

1. Call Meeting to Order and Roll Call.

2. Public Comment – None.

ACTION ITEMS

3. Election of Board President and Vice President for 2018.

ACTION: Director Hinchy moved to nominate Director Plummer for President. Director Lemarié seconded. Motion carried 3-0.

Director Plummer moved to nominate Director Tanner for Vice President. Director Hinchy seconded. Motion carried 3-0.

Director Tanner arrived at the meeting at this time.

4. Report from the RSF Association on Roadside Landscape Maintenance.

Arnold Keene from the RSF Association reported there were no tree failures or fires from the recent Santa Ana wind event. He also reported that Bob Hall retired as the Association Manager.

5. Minutes of the November 13, 2017 Regular Meeting.

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

6. October 2017 Dudek Invoices for Payment.

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

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

a. CFD Fund Balances – Noted and filed.

8. District Engineer's Report.

- a. Treatment Plant, Pump Station, and Sewer System Operations Report – Jeff Pape reported on the small force main leak at the Via Naranjal pump station. Also, the aerators for the RSF treatment plant have been ordered and will be installed after the rainy season.
- b. Collections Crew – Operations Log – Noted and filed.

9. General Manager's Report.

- a. Update on recycled water – General Manager Chuck Duffy reported on his meeting with GM Mike Thornton of the San Elijo JPA. The take away from the meeting was that sending brine through the sewer system to the San Elijo sewer system was not likely to be approved. Mr. Duffy also reported that he will be scheduling a meeting with Joey Randall, Assistant General Manager at OMWD, to gather information on OMWD's recycling plans and how our goals may dovetail with theirs.

10. Monthly Flow Reports – Noted and filed.

11. Monthly Financial Reports.

- a. Account Balances– Noted and filed.
- b. 2017-2018 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 October 2017 was given to each Director along with the Agenda.

Adjournment.

Board Vice-President Hinchy adjourned the December 11, 2017 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:17 p.m.

SUBMITTED BY:

APPROVED BY:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: January 8, 2018