

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, April 9, 2018, 1:30 P.M.

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

PRESENT

Doug Moul
John Tanner
Bill Hinchy
Deborah Plummer

ABSENT

Laurel Lemarié

GUESTS

Arnold Keene, 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 Deb Plummer.

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 work was ongoing for the roadside landscape tree trimming.

4. Minutes of the March 12, 2018 Regular Meeting.

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

5. March 2018 Dudek Invoices for Payment.

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

6. Consideration of Fiscal Year 2016-2017 Comprehensive Annual Financial Report and Draft Audit.

The General Manager provided an overview of the audit, which generally shows that the District is in sound financial condition.

ACTION: Director Moul moved to approve the annual financial report and audit as submitted. Director Hinchy seconded. Motion carried 4-0.

7. Consideration of Re-Certification of the District's Sewer System Management Plan and Related Documents.

ACTION: Director Tanner moved to:

1. Approve the Re-Certification of the SSMP and related documents.
2. Adopt the San Diego Regional Standard Drawings and the San Diego Regional Supplement to the "Greenbook" Standard Specifications for Public Works Construction.

Director Moul seconded. Motion carried 4-0.

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

- a. CFD Fund Balances – Noted and filed.

9. District Engineer's Report.

- a. Treatment Plant, Pump Station, and Sewer System Operations Report – Noted and filed.
- b. Collections Crew – Operations Log – Noted and filed.

10. General Manager's Report.

- a. Update on recycled water – Noted and filed.

11. Monthly Flow Reports – Noted and filed.

12. 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.

13. 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 2018 was given to each Director along with the Agenda.

Adjournment.

Board President Plummer adjourned the April 9, 2018 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 1:54 p.m.

SUBMITTED BY:

APPROVED BY:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: May 14, 2018