

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, December 10, 2018, 1:30 P.M.

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

PRESENT

Deborah Plummer
John Tanner
Bill Hinchy
Doug Moul
Laurel Lemarié

ABSENT

GUESTS

Caitlin Kreutz
Samantha Kramer
Mike Wolston

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 President Deb Plummer.

- 1. Call Meeting to Order and Roll Call.**
- 2. Public Comment** – Mike Wolston, from the Lakes Community in Santa Fe Valley, provided a report to the board regarding odor complaints from the community.

ACTION ITEMS

- 3. Election of Board President and Vice President for 2019.**
ACTION: Director Hinchy moved to nominate Director Tanner for President. Director Tanner declined. Director Plummer moved to nominate Director Hinchy for President. Director Tanner seconded. Motion carried 5-0.
Director Plummer moved to nominate Director Moul for Vice President. Director Lemarié seconded. Motion carried 5-0.
- 4. Report from the RSF Association on Roadside Landscape Maintenance.**
Caitlin Kreutz from the RSF Association reported that there were no trees lost in the recent storm event.
- 5. Minutes of the November 12, 2018 Regular Meeting.**
ACTION: Director Hinchy moved to approve the minutes as submitted. Director Moul seconded. Motion carried 5-0.
- 6. October 2018 Dudek Invoices for Payment.**
ACTION: Director Moul moved to approve the invoices as submitted. Director Tanner seconded. Motion carried 5-0.
- 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 – District Engineer Jeff Pape provided the board with some additional background regarding the odor issues in the Lakes Community. Jeff reported that the carbon had been replaced on carbon scrubber #1 (of 2) at the Santa Fe Valley Plant in November.

ACTION: Director Moul moved to change out the carbon in carbon scrubber #2 at the Santa Fe Valley Treatment Plant. Director Hinchy seconded. Motion carried 3-1-1, with Director Lemarié abstaining and Director Tanner opposed.

- b. Collections Crew – Operations Log – Noted and filed.

9. General Manager's Report.

- a. Connection fee study – General Manager Chuck Duffy reported that he received an initial draft of the connection fee study last week, and had a follow-up conference call scheduled with the District's consultant.
- b. Update on potential solar power at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy reported that he will be meeting with a representative from Baker Electric to prepare a solar power proposal next month.

10. Monthly Flow Reports – Noted and filed.

11. Monthly Financial Reports.

- a. Account Balances– Noted and filed.
- b. 2018-2019 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 November 2018 was given to each Director along with the Agenda.

Adjournment.

Board President Plummer adjourned the December 10, 2018 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 3:00 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Approved by Board: January 14, 2019