

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS SPECIAL MEETING

Wednesday, February 13, 2019, 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

Arnold Keene, RSFA
Habib Isaac, Raftelis
Lauren Demine, Raftelis

STAFF

Chuck Duffy, GM
Paula Melendrez
Jeff Pape

The special meeting of the Board of Directors of the Rancho Santa Fe Community Services District was called to order by Board President 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 fiber optic cable project is creating some disruption in the road right-of-ways. He also notified the board that the landscape maintenance crew is trying to reduce or eliminate the use of Round-Up in the right-of-way vegetation areas.

4. Minutes of the January 14, 2019 Regular Meeting.

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

5. December 2018 Dudek Invoices for Payment.

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

6. Consideration of Sewer Connection Fee Study.

Habib Isaac from Raftelis Financial gave a PowerPoint presentation to the board summarizing the sewer connection fee study his firm had prepared for the district. Upon preliminary approval by the Board, Raftelis will provide a final report for board approval. The General Manager stated that at the time the final report is approved, a revision to the District Code will also be necessary to implement the change.

ACTION: Director Tanner moved to direct staff to initiate the process to increase the connection fee to \$9,385 as recommended by the study. Director Lemarié seconded. Motion carried 5-0.

7. Consideration of Proposal from Hoch Consulting, APC, to provide As-Needed Consulting Services for Power Supply Consulting and Solar Power at the Treatment Plants.

General Manager Chuck Duffy provided the board with background on the types of electrical engineering consulting services provided by Hoch Consulting.

ACTION: Director Plummer moved to accept the proposal by Hoch Consulting. Director Tanner seconded. Motion carried 5-0.

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 – Operations Manager Jeff Pape reported that the RSF Treatment Plant is handling peak flows very well with the new aeration piping. He also reported that the two new blower motors were recently delivered and he expects that it will help to lower energy costs at the plant. Mr. Pape also reported that the centrifuge control panels (PLC’s) at both treatment plants are becoming obsolete and need to be upgraded. He will bring a proposal for new PLC’s back to the board for approval.

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

10. General Manager’s Report.

a. Update on potential solar power at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy continues to work with James Nelson from Baker Electric to prepare a solar power proposal for the next meeting.

11. Monthly Flow Reports – Noted and filed.

12. 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.

13. Upcoming Seminars – None.

ADJOURN TO CLOSED SESSION

1. Conference with Legal Counsel – LIABILITY CLAIM

Claimant: La Crescenta 5516, LLC, and William Haeling

Agency claimed against: Rancho Santa Fe Community Services District

2. Conference with Legal Counsel - Significant Exposure to Litigation (Gov. Code Section §54956.9(d)(2)) (one claim)

RECONVENE TO OPEN SESSION

REPORTABLE ACTION FROM CLOSED SESSION: District Counsel Golnar Fozi reported that the Board voted 5-0 to reject the claim dated January 18, 2019, submitted by La Crescenta 5516, LLC, and William Haeling.

CONSIDERATION OF CORRESPONDENCE

An informational package containing copies of all pertinent correspondence to and from the District for the month of December 2018 was given to each Director along with the Agenda.

Adjournment.

Board President Hinchy adjourned the February 13, 2019 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 3:10 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary
Approved by the Board: March 11, 2019

Chuck Duffy, General Manager