

RANCHO SANTA FE  
COMMUNITY SERVICES DISTRICT

**MINUTES**

**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, November 14, 2016, 1:30 P.M.**

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

**PRESENT**

Laurel Lemarié  
Doug Moul  
Deborah Plummer  
Bill Hinchy  
John Tanner

**ABSENT**

**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 Laurel Lemarié.

**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 his crews have been catching up on requests by the Fire Department. He also noted that the pepper trees and other natives are looking good throughout the Ranch.

**4. Minutes of the October 10, 2016 Regular Meeting.**

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

**5. September 2016 Dudek Invoices for Payment.**

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

**6. Lease of Sewer Capacity Agreement Between the District and the San Elijo Joint Powers Authority.**

The General Manager reported that the Capacity Agreement with the San Elijo JPA was substantially unchanged from the version the Board reviewed at the October board meeting, save for the indemnification section previously discussed. Director Hinchy had several questions regarding the indemnification section of the agreement. The General Manager reported that District Counsel had reviewed and substantially modified the indemnification clause along with the SEJPA's Counsel to ensure each party is adequately indemnified.

**ACTION:** Director Moul moved to approve the agreement as presented. Director Tanner seconded. Motion carried 5-0.

**7. Consideration of Agreement A-2016-03 for Reimbursement of the Via Gaviota Sewer Main Extension (Gruen).**

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

**8. Consideration of Ordinance No. 2016-03 for the Via Gaviota (Gruen) Sewer Reimbursement Agreement (first reading).**

**ACTION:** Director Lemarié moved to:

1. Waive the first reading of the reimbursement ordinance.
2. Approve the ordinance. A second reading of the ordinance will be required at the July board meeting for final approval.
3. Direct staff to publish the ordinance in a newspaper of general circulation within the District at least 5 days prior to the next board meeting, and to post a certified copy of the ordinance in the District's offices.

**9. Santa Fe Valley Community Facilities District No. 1.**

- a. CFD Fund Balances – Noted and filed.

**10. 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.

**11. General Manager's Report.**

- a. Update on recycled water – General Manager Chuck Duffy provided an update on the recycled water project.

**12. Monthly Flow Reports – Noted and filed.**

**13. 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.

**14. Upcoming Seminars – None.**

**CONSIDERATION OF CORRESPONDENCE**

An informational package containing copies of all pertinent correspondence to and from the District for the month of September 2016 was given to each Director along with the Agenda.

**Adjournment.**

President Lemarié adjourned the November 14, 2016 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:26 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: December 12, 2016