

**RANCHO SANTA FE  
COMMUNITY SERVICES DISTRICT**

**MINUTES**

**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, December 12, 2016, 1:30 P.M.**

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

**PRESENT**

Laurel Lemarié  
John Tanner  
Deborah Plummer  
Bill Hinchy

**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 President Laurel Lemarié.

**1. Call Meeting to Order and Roll Call.**

**2. Public Comment – None.**

**ACTION ITEMS**

**3. Election of Board President and Vice President for 2017.**

**ACTION:** Director Hinchy moved to nominate Director Moul for President. Director Plummer seconded. Motion carried 4-0.

Director Tanner moved to nominate Director Hinchy for Vice President. Director Lemarié seconded. Motion carried 4-0.

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

Arnold Keene from the RSF Association reported that the pepper trees and other natives are looking good throughout the Ranch. He also reported that his crews have been doing trash pickup in the road right-of-ways.

**5. Minutes of the November 14, 2016 Regular Meeting.**

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

**6. October 2016 Dudek Invoices for Payment.**

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

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

**ACTION:** Director Hinchy moved to:

1. Waive the second reading of the reimbursement ordinance.
  2. Approve the ordinance.
  3. Direct staff to publish the ordinance in accordance with the Government Code.
- Director Tanner seconded the motion. 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 – General Manager Chuck Duffy provided an update on the recycled water project.

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

**12. 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.

**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 September 2016 was given to each Director along with the Agenda.

**Adjournment.**

President Lemarié adjourned the December 12, 2016 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:04 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: January 9, 2017