

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, August 6, 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

ABSENT

Laurel Lemarié

GUESTS

Caitlin Kreutz, 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.

Caitlin Kreutz from the RSF Association reported that they are continuing roadside maintenance in order to mitigate potential damage by wildfires.

4. Minutes of the June 11, 2018 Regular Meeting.

ACTION: Director Hinchy moved to approve the minutes as amended, noting that Caitlin Kreutz from RSFA was in attendance. Director Tanner seconded. Motion carried 4-0.

5. May and June 2018 Dudek Invoices for Payment.

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

6. Consideration of Resolutions Directing That the Sewer Service and Sewer Standby Charges and the Community Facilities District No. 1 Assessments be Collected on the County of San Diego Property Tax Roll.

ACTION:

1. President Plummer opened the public hearing.
There were no comments from the public. Staff reported that no written comments were received.
2. President Plummer closed the public hearing.
3. Director Moul moved to approve the Resolution for the collection of the charges on the tax roll as presented. Director Hinchy seconded.
Motion carried 4-0.

7. Report on Community Facilities District No. 1 Annual Levy.

For Board information only.

8. Consideration of Proposals for Sewer Connection Fee Study and Report.

ACTION: Director Tanner moved to approve the proposal from Raftelis Financial Consultants for the sewer connection fee study. Director Moul seconded. Motion carried 4-0.

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 – District Engineer Jeff Pape reported that the aeration system replacement project at the Rancho Santa Fe Sewer Treatment Facility will begin on June 11.
- b. Collections Crew – Operations Log – Noted and filed.

11. General Manager’s Report.

- a. Update on inter-district collections system maintenance agreement – General Manager Chuck Duffy reported that staff and District Counsel are near finalizing a draft inter-district collections agreement. The only remaining items to be resolved are inter-district liability issues, and allocation of emergency standby charges to each outside district.

12. Monthly Flow Reports – Noted and filed.

13. 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.

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

Adjournment.

Board President Plummer adjourned the August 6, 2018 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 1:58 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: September 10, 2018