

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, September 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, RSFA
Jim Harrison

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 – None.

ACTION ITEMS

3. Report from the RSF Association on Roadside Landscape Maintenance.

Caitlin Kreutz from the RSF Association reported that the RSFA had received an \$83,300 grant from the USDA Natural Resources Conservation Service to remove flammable eucalyptus and other invasive species in the Association's Arroyo Preserve.

4. Minutes of the August 6, 2018 Regular Meeting.

ACTION: Director Hinchy moved to approve the minutes as submitted. Director Moul seconded. Motion carried 4-0-1, with Director Lemarié abstaining.

5. July 2018 Dudek Invoices for Payment.

General Manager Chuck Duffy outlined the issues concerning the prior year Dudek invoices and District budget, as further outlined in the agenda memo. Staff will therefore bring to the board at the October meeting corrected Dudek Operations and Management Agreements, as well as a revised budget for FY 2018/19 incorporating these corrections.

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

6. Consideration of Reimbursement of Capacity Fees Paid by Jim Harrison to Starwood LLC in Santa Fe Valley.

General Manager Chuck Duffy explained to the Board the developer reimbursement fees that were in place at the time Mr. Harrison pulled his sewer permit in Santa Fe Valley in 2006. Mr. Duffy stated that all reimbursement fees collected by the District at that time were subsequently remanded to the developers in accordance with the terms of the Santa Fe Valley Sewer Agreement. Mr. Harrison spoke to the Board and explained his request that

the District refund the difference between the \$34,000 he paid at the time for the sewer permits, and the \$25,200 (3 EDU's x \$8400/EDU) that he would pay now. Director Plummer requested that staff contact legal counsel to research whether any District refund would constitute a gift of public funds since the District did not actually keep the funds paid in 2006. The board expressed that they are sympathetic to Mr. Harrison's cause.

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 reported that the aeration system replacement project at the Rancho Santa Fe Sewer Treatment Facility now has two tanks operating on the new aeration system, with one more tank to be completed. The system is quiet, efficient and produces a perfect blanket of bubbles, a truly state-of-the-art system. Additionally, the new system should allow the operators to better manage the treatment process and will also reduce electricity costs with its efficiencies.

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

9. General Manager's Report.

a. Update on sewer connection fee study – 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.

10. Monthly Flow Reports – Noted and filed.

11. 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.

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

Adjournment.

Board President Plummer adjourned the September 10, 2018 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:11 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: October 8, 2018