

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, November 12, 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

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 was not in attendance to give a report.

4. Minutes of the October 8, 2018 Regular Meeting.

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

5. September 2018 Dudek Invoices for Payment.

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

6. Santa Fe Valley Community Facilities District No. 1.

a. CFD Fund Balances – Noted and filed.

7. District Engineer's Report.

- a. Treatment Plant, Pump Station, and Sewer System Operations Report – District Engineer Jeff Pape reported that the percolation ponds have been track-walked and the berms increased at the Rancho Santa Fe Treatment Plant in anticipation of heavy rain events. General Manager Chuck Duffy reported that there was an ongoing issue at the plant with high TDS and manganese readings in the effluent samples.
- b. Collections Crew – Operations Log – Noted and filed.

8. General Manager's Report.

- a. Connection fee study – General Manager Chuck Duffy reported that the study is nearly 90% complete and that he expects to see a draft in the coming weeks.

9. Monthly Flow Reports – Noted and filed.

10. 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.

11. 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 2018 was given to each Director along with the Agenda.

Adjournment.

Board President Plummer adjourned the November 12, 2018 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:00 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Secretary

Date Approved by Board: December 10, 2018

Chuck Duffy, General Manager