

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, August 5, 2019, 1:30 P.M.

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

PRESENT

Deborah Plummer
John Tanner
Doug Moul

ABSENT

Bill Hinchy
Laurel Lemarié

GUESTS

Caitlyn Kreutz, 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 Director Tanner.

Call Meeting to Order and Roll Call.

Public Comment – None.

ACTION ITEMS

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

Caitlyn Kreutz from the RSF Association reported that they are preparing for fire season.

2. Minutes of the June 10, 2019 Regular Meeting.

ACTION: Director Moul moved to approve the minutes as submitted. Director Plummer seconded. Motion carried 3-0.

3. May and June 2019 Dudek Invoices for Payment.

ACTION: Director Plummer moved to approve the invoices as submitted. Director Moul seconded. Motion carried 3-0.

4. Consideration of Resolutions Directing That the Sewer Service Charges 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. Director Tanner opened the public hearing.
There were no comments from the public. Staff reported that no written comments were received.
2. Director Tanner closed the public hearing.
3. Director Plummer moved to approve the Resolutions for the collection of the charges on the tax roll as presented. Director Moul seconded.
Motion carried 3-0.

5. Consideration of Capacity Fee Report and Associated Enacting Ordinance O-2019-01 for Capacity Fee Increase.

ACTION: Director Plummer moved to: 1) Approve the Capacity Report and the increase in the sewer capacity fee, 2) Read the title of the Ordinance and waive the first reading of the Ordinance, and 3) Approve the ordinance subject to the second reading. Director Moul seconded. Motion carried 3-0.

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 discussed the high June 2019 manganese, chloride, and TDS readings at the RSF treatment plant.
- b. Collections Crew – Operations Log – Noted and filed.

8. General Manager’s Report.

- a. Update on potential solar power at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy reported that the draft Request for Proposals from Hoch Consulting is nearly final. The issues that still need to be resolved prior to the final RFP completion are permitting, environmental work, and the design/build process provisions.
- b. Consideration of Interagency Sewer Cleaning Agreement– General Manager Chuck Duffy reported that the agreement presented is a much simplified version from the first draft. He will be circulating the agreement to the other CSD boards.

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 June and July 2019 was given to each Director along with the Agenda.

Adjournment.

Director Tanner adjourned the August 5, 2019 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 1:47 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: September 9, 2019