

RANCHO SANTA FE  
COMMUNITY SERVICES DISTRICT

**MINUTES**  
**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, September 9, 2019, 1:30 P.M.**

Santa Fe Irrigation District Board Room  
5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

**PRESENT**

Bill Hinchy  
John Tanner  
Doug Moul  
Deborah Plummer  
Laurel Lemarié

**ABSENT**

**GUESTS**

Caitlyn 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 Director Hinchy.

**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 one of their crew members left to take a job closer to home and that her fire safety mitigation project was recently funded. This project will allow her to catalogue trees in the right-of-way.

**2. Minutes of the August 5, 2019 Regular Meeting.**

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

**3. July 2019 Dudek Invoices for Payment.**

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

**4. Consideration of Ordinance O-2019-01 for Capacity Fee Increase.**

**ACTION:** Director Tanner moved to: 1) Read the title of the Ordinance and waive the second reading of the Ordinance, 2) Approve the ordinance, and 3) Direct staff to publish the ordinance in accordance with the Government Code. Director Plummer seconded. Motion carried 5-0.

**5. Santa Fe Valley Community Facilities District No. 1.**

- a. CFD Fund Balances – Noted and filed.

**6. 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.

**7. General Manager's Report.**

- a. Update on potential solar power at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy reported that the Request for Proposals from Hoch Consulting has been finalized and that the Notice of Exemption for CEQA has been filed.
- b. Consideration of Interagency Sewer Cleaning Agreement– General Manager Chuck Duffy reported that the agreement will be on upcoming agendas for the Whispering Palms CSD and the Fairbanks Ranch CSD.

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

**9. Monthly Financial Reports.**

- a. Account Balances– Noted and filed.
- b. 2019-2020 Revenue & Expenditure Report – Noted and filed.
- c. LAIF Monthly Update – Noted and filed.

**10. Upcoming Seminars – None.**

**CONSIDERATION OF CORRESPONDENCE**

An informational package containing copies of all pertinent correspondence to and from the District for the month of August 2019 was given to each Director along with the Agenda.

**Adjournment.**

Director Hinchy adjourned the September 9, 2019 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 1:50 p.m.

**SUBMITTED BY:**

**ATTEST:**

\_\_\_\_\_  
Paula Melendrez, Board Secretary

\_\_\_\_\_  
Chuck Duffy, General Manager

Approved by the Board: October 14, 2019