

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES
BOARD OF DIRECTORS REGULAR MEETING

Monday, November 11, 2019,

ADJOURNED TO

Tuesday, November 12, 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

Caitlin Kreutz, RSFA
Samantha Kramer, 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 Hinchy.

Call Meeting to Order and Roll Call.

Public Comment – None.

ACTION ITEMS

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

Caitlin Kreutz from the RSF Association reported that Samantha Kramer will be taking over the reporting on roadside landscape maintenance at future meetings and also reported that she is applying for a grant through Cal Fire for \$3,000,000 for dead and dying tree removal. Tree health assessments in the right-of-way are continuing.

2. Minutes of the October 14, 2019 Regular Meeting.

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

3. September 2019 Dudek Invoices for Payment.

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

4. Consideration of Ordinance O-2019-02 Removing the 6% Interest Portion of Ordinance No. 117.

The General Manager reported that due to the interest escalator on the reimbursement amount, the reimbursement amount had become untenably high.

ACTION: Director Lemarié moved to: 1) Approve the removal of the 6% interest portion of Ordinance No. 117; 2) Read the title of the Ordinance, and waived the first reading of the Ordinance; and 3) Approve the ordinance subject to the second reading. Director Moul seconded. Motion carried 3-0-2, with Directors Hinchy and Tanner abstaining.

5. Consideration of Interagency Sewer Cleaning Agreements with the Whispering Palms and Fairbanks Ranch CSD's.

The Board discussed setting a higher fixed fee for sewer cleaning services in order to offset the district's expenses incurred to provide these services. Several board members voiced their concerns related to the District's liability exposure from performing the cleaning services in the other two CSD's. General Manager Chuck Duffy will discuss with District counsel how to modify the language contained in the scope of services regarding Sanitary Sewer Overflows (SSO's), and will speak with our insurance carrier regarding the liability issues. Staff will bring back an amended agreement at a later date after discussing these issues with the other CSD's.

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

a. CFD Fund Balances – General Manager Chuck Duffy reported that the final improvement fund reimbursement balance for Zone 2 has been released to Lennar.

7. 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.

8. General Manager's Report.

a. Update on potential solar power at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy reported that legal counsel has completed its review of the RFP and the changes have been forwarded to Hoch Consulting for consideration.

9. Monthly Flow Reports – Noted and filed.

10. 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.

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 October 2019 was given to each Director along with the Agenda.

Adjournment.

Director Hinchy adjourned the November 11, 2019 (adjourned to November 12, 2019) Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:35 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: December 9, 2019