

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES
BOARD OF DIRECTORS REGULAR MEETING

Monday, December 9, 2019,
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

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. Election of Board President and Vice President for 2020.

ACTION: Director Tanner moved to nominate Director Hinchy for President. Director Plummer seconded. Motion carried 5-0.
Director Plummer moved to nominate Director Tanner for Vice President. Director Hinchy seconded. Motion carried 5-0.

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

No report from the RSF Association.

3. Minutes of the November 11, 2019 Regular Meeting Adjourned to November 12, 2019.

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

4. October 2019 Dudek Invoices for Payment.

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

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

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

ACTION: Director Tanner moved to: 1) Read the title of Ordinance O-2019-02 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 Moul seconded. Motion carried 5-0.

6. Consideration of Investment Policy.

ACTION: Director Plummer moved to approve the policy as presented. Director Moul seconded. Motion carried 5-0.

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

9. 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 their consideration and inclusion into the RFP.
b. Update on interagency sewer cleaning agreement – The General Manager and the board discussed general issues with the interagency cleaning agreement. Director Plummer requested more detail on the division of labor between the districts, which staff will provide at the next board meeting.

10. Monthly Flow Reports – Noted and filed.

11. 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.

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

Adjournment.

Director Hinchy adjourned the December 9, 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: January 13, 2020