

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, March 9, 2020, 1:30 P.M.

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

PRESENT

Bill Hinchy
John Tanner
Laurel Lemarié
Deborah Plummer

ABSENT

Doug Moul

GUESTS

Caitlin Kreutz, RSFA
Samantha Kramer, RSFA

STAFF

Chuck Duffy, GM
Michelle Kinney

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 crews are busy preparing for the coming rains and their effect on weed growth and trees within the road right of way.
- 2. Minutes of the February 10, 2020 Regular Meeting.**
ACTION: Director Tanner moved to approve the minutes as submitted. Director Plummer seconded. Motion carried 4-0.
- 3. January 2020 Dudek Invoices for Payment.**
ACTION: Director Lemarié moved to approve the invoices as submitted. Director Plummer seconded. Motion carried 4-0.
- 4. Consideration of Quitclaiming an Easement Previously Provided to the Rancho Santa Fe Community Services District.**
General Manager Chuck Duffy reported that the easement in question was not needed because the sewer main alignment had changed.
ACTION: Director Lemarié moved to approve the Easement Quitclaim as presented. Director Plummer seconded. Motion carried 4-0.
- 5. Consideration of Interagency Sewer Cleaning Agreement with the Whispering Palms CSD.**
Director Hinchy had several questions and comments concerning the agreement, especially the definition of certain defined terms such as maintenance, light maintenance, collection system, and cleaning. General Manager Chuck Duffy will address these issues, and will add a map of the WPCSD collections area as an exhibit to the agreement, and then bring the agreement back to the board for review.

- 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 – 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 reached out to Baker Electric and Sun Power regarding bundling the Santa Fe Valley Treatment Plant with the WPCSD Treatment Plant, but neither company offers package pricing, so the RFP’s will be sent out separately.
- 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 February 2020 was given to each Director along with the Agenda.

Adjournment.

Director Hinchy adjourned the March 9, 2020 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:05 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: May 11, 2020