

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, May 11, 2020, 1:30 P.M.

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

**THIS MEETING WILL BE HELD VIA TELECONFERENCE ONLY AS
PERMITTED BY GOVERNOR'S EXECUTIVE ORDER N-29-20.**

Members of the Public may participate via ZOOM online or by telephone:

Click or enter meeting URL below:

Meeting URL: <https://dudek.zoom.us/j/94529221140>

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Meeting ID: 945 2922 1140

PRESENT

Bill Hinchy
Doug Moul
Laurel Lemarié
Deborah Plummer

ABSENT

John Tanner

GUESTS

Arnold Keene, RSFA

STAFF

Chuck Duffy, GM
Jeff Pape
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.

Arnold Keene from the RSF Association reported that crews continue to work within the road right of way during the stay-at-home orders, as they are considered essential services. Director Hinchy commended the cleanup done on La Orilla by the Association crew as a result of the heavy rains.

2. Minutes of the March 9, 2020 Regular Meeting.

ACTION: Director Plummer moved to approve the minutes as submitted. Director Lemarié seconded. Motion carried 4-0.

3. Minutes of the Canceled April 13, 2020 Regular Meeting.

ACTION: Director Moul moved to approve the minutes as submitted. Director Lemarié seconded. Motion carried 4-0.

4. February and March 2020 Dudek Invoices for Payment.

ACTION: Director Plummer moved to approve the invoices as submitted. Director Moul seconded. Motion carried 4-0.

5. Consideration of Draft Fiscal Year 2020/21 Sewer, Landscape, and Security Services District Budgets.

General Manager Chuck Duffy provided an overview of the District budgets and responded to questions from the board. Included in the proposed budget was a 3% increase in the landscape maintenance contract with the Rancho Santa Fe Association. Director Moul suggested that the operations and management contracts with Dudek also receive a 3% increase. Director Plummer requested that a line item be added to the Sewer Capital Budget for unbudgeted capital repairs. The budget with these changes will be brought back to the board at the June meeting for final board approval.

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 reported that the RFP is ready to go to bid, but delayed due to Covid 19.

b. Update on interagency sewer cleaning agreement – The agreement has been updated per the board’s previous comments and should be ready for consideration at the June board meeting.

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 March 2020 was given to each Director along with the Agenda.

Adjournment.

Director Hinchy adjourned the May 11, 2020 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:15 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: June 8, 2020