

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, August 3, 2020, 1:30 P.M.

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92067

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

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

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PRESENT

Bill Hinchy
Doug Moul
Laurel Lemarié
Deborah Plummer
John Tanner

ABSENT

GUESTS

Samantha Kramer, 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 and Security Services.

Samantha Kramer from the RSF Association reported that it is peak fire season and crews are busy removing dry vegetation in the right-of-way. Director Lemarié reported on some areas that need additional trimming to allow for better line-of-sight for drivers and thanked the RSFA crew for all their hard work.

2. Minutes of the June 8, 2020 Regular Meeting.

ACTION: Director Tanner moved to approve the minutes as amended, correcting Item 5 and Item 6 with the fact that Director Moul made the motions. Director Plummer seconded. Motion carried 5-0.

3. May and June 2020 Dudek Invoices for Payment.

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

4. Consideration of Fiscal Year 2018-2019 Comprehensive Annual Financial Report and Draft Audit.

ACTION: Director Lemarié moved to approve the Annual Report and Draft Audit as submitted. Director Tanner seconded. Motion carried 5-0.

5. Consideration of Resolutions Directing That the Sewer Service Charges and Sewer Standby Charges and the Community Facilities District No. 1 Assessments be Collected on the County of San Diego Property Tax Roll.

ACTION:

1. Director Hinchy opened the public hearing.
There were no comments from the public. Staff reported that no written comments were received.
2. Director Hinchy closed the public hearing.
3. Director Plummer moved to approve the Resolutions for the collection of the charges on the tax roll as presented. Director Moul seconded.
Motion carried 5-0.

6. Report on Community Facilities District No. 1 Annual Levy.

For board information.

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 – Operations Manager Jeff Pape reported that the sewer treatment plants are running well, with the exception that the Rancho Santa Fe Treatment Plant's effluent TDS and Manganese again exceeded their respective limitations as shown on the quarterly Regional Water Quality Control Board Monitoring Report. There is no process at the plant which can remove these minerals from the plant effluent.

b. Collections Crew – Operations Billing Logs – 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 provided a preliminary estimate for financing options for the proposed solar power project at the Santa Fe Valley Treatment Plant.

10. Monthly Flow Reports – Noted and filed.

11. Monthly Financial Reports.

- a. Account Balances – Noted and filed.
- b. 2019-2020 Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. LAIF Monthly Update – Noted and filed.

12. Upcoming Seminars/Conferences – None.

CONSIDERATION OF CORRESPONDENCE

An informational package containing copies of all pertinent correspondence to and from the District for the month of June 2020 was given to each Director along with the Agenda.

Adjournment.

Director Hinchy adjourned the August 3, 2020 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:17 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: September 14, 2020