

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, August 2, 2021, 1:30 P.M.

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

PRESENT

John Tanner
Deborah Plummer
Bill Hinchy
Laurel Lemarié
John Salazar

ABSENT

GUESTS

Trevor Rathfon, RSFA

STAFF

Chuck Duffy, GM
Paula Melendrez
Jeff Pape

The regular meeting of the Board of Directors of the Rancho Santa Fe Community Services District was called to order by Board President Tanner.

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.

Trevor Rathfon from the RSF Association reported that crews are proceeding with weed abatement and other trimmings as well. He shared photos of the recent work done on Via de Santa Fe at Camino Selva. He also reported that they have been receiving reports of dead trees in the right-of-way.

2. Minutes of the June 14, 2021 Regular Meeting.

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

3. Minutes of the June 28, 2021 Special Meeting.

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

4. May and June 2021 Dudek Invoices for Payment.

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

5. June 2021 Bank Reconciliations for the SID, LID, and Trust Accounts.

Staff will add a note to future memos that the bank accounts reconciled correctly, as recommended by Director Hinchy.

ACTION: Director Lemarié moved to approve the bank reconciliations as presented. Director Salazar seconded. Motion carried 4-0-1, with Director Plummer abstaining.

6. 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 Tanner opened the public hearing.
There were no comments from the public. Staff reported that no written comments were received.
2. Director Tanner 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 Tanner seconded.
Motion carried 5-0.

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

Recommendation: For board information.

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

- a. CFD Fund Balances – Noted and filed.

9. District Engineer's Report.

- a. Treatment Plant, Pump Station, and Sewer System Operations Report – Operations Manager Jeff Pape reported on the plans at the La Granada Pump Station to either abandon the current configuration and implement a wet well submersible pump system or to replace the existing wet well with a fiberglass wet well with pumps installed. The board agreed with staff that the second option is best. Mr. Pape will obtain a price to replace the existing wet well with a fiberglass one and bring it to the board for their consideration.
- b. Collections Crew – Operations Billing Logs – Noted and filed.

10. General Manager's Report.

- a. Update on potential solar power at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy reported that staff is contacting vendors that did not submit a bid.

11. Monthly Flow Reports – Noted and filed.

12. Monthly Financial Reports.

- a. Account Balances – Noted and filed.
- b. 2020-2021 Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. LAIF Monthly Update – Noted and filed.

13. Upcoming Seminars/Conferences – None.

CONSIDERATION OF CORRESPONDENCE

Adjournment.

Board President Tanner adjourned the August 2, 2021 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: September 13, 2021