

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, October 11, 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

Arnold Keene, 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. Consideration of Resolution R-2021-03, Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020 By Governor Newsom, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Rancho Santa Fe Community Services District for the Period October 11, 2021 Through November 10, 2021 Pursuant to Brown Act Provisions.**

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

- 2. Report from the RSF Association on Roadside Landscape Maintenance and Security Services.**

Arnold Keene from the RSF Association reported that he will be retiring soon but will continue to work part-time through January. Crews are proceeding with weed abatement and tree trimming within the road right-of-way.

- 3. Minutes of the September 13, 2021 Regular Meeting.**

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

- 4. August 2021 Dudek Invoices for Payment.**

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

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

- a. CFD Fund Balances – Noted and filed.

6. District Engineer’s Report.

- a. Treatment Plant, Pump Station, and Sewer System Operations Report – Operations Manager Jeff Pape reported that the Santa Fe Valley Wet Weather Storage is now empty.
- b. Collections Crew – Operations Billing Logs – Noted and filed.

7. General Manager’s Report.

- a. Update on potential solar power at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy reported that he met with a representative from Semper Solaris. Mr. Duffy is working with Dudek engineer Justin Scheidel to simplify the Request for Proposals. He also reported on Dudek’s responsibility to comply with the new federal vaccine mandate for all companies who have federal contracts as well as all companies over 100 employees.

8. Monthly Flow Reports – Noted and filed.

9. Monthly Financial Reports.

- a. Account Balances – Noted and filed.
- b. 2021-2022 Revenue and Expenditure Reports (Unaudited) – Noted and filed.
- c. LAIF Monthly Update – Noted and filed.

10. Upcoming Seminars/Conferences.

11. Consideration of Correspondence.

- a. Bank Reconciliations for August 2021 – Noted and filed.

ADJOURNMENT

Board President Tanner adjourned the October 11, 2021 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:08 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: November 8, 2021