

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, February 14, 2022, at 1:30 P.M.

**THIS MEETING WILL BE HELD VIA TELECONFERENCE AS
AUTHORIZED BY DISTRICT RESOLUTION R-2022-02 PERMITTING
REMOTE TELECONFERENCE MEETINGS.**

PRESENT

John Tanner
Deborah Plummer
Bill Hinchy
Laurel Lemarié
John Salazar

ABSENT

GUESTS

Caitlin Kreutz, 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 President Plummer.

Call Meeting to Order and Roll Call.

Public Comment – None.

ACTION ITEMS

- 1. Consideration of Resolution R-2022-02, 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 February 14, 2022 Through March 15, 2022 Pursuant to Brown Act Provisions.** **3-7**

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

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

Caitlin Kreutz from the RSF Association reported that they are working on producing a new fire map that will illustrate the fire risk for various areas. The map also marks palms for removal that have died along the roadside due to palm weevil infestation. The map will be useful for budgeting projections.

- 3. Minutes of the January 10, 2022 Regular Meeting.**

Director Lemarié requested that the minutes reflect her request to the RSF Association to remove some plantings and trees in the road right of way along San Elijo and Mimosa. The minutes will also be amended to reflect the discussion of the landscape district property tax receipts.

ACTION: Director Hinchy moved to approve the minutes as amended above. Director Tanner seconded. Motion carried 5-0.

4. December 2021 Dudek Invoices for Payment.

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

5. Report on Bids for Proposed Solar Power Facility at the Santa Fe Valley Treatment Plant.

ACTION: Director Lemarié moved to direct staff to move forward with negotiations with Baker Electric for installation of the solar panels at the Santa Fe Valley Treatment Plant. Director Hinchy seconded. Motion carried 5-0.

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 – Operations Manager Jeff Pape reported that bids for the splitter box
- b. Collections Crew – Operations Billing Logs – Noted and filed.

8. General Manager’s Report – Nothing further to report.

9. Monthly Flow Reports – Noted and filed.

10. 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.

11. Upcoming Seminars/Conferences.

12. Consideration of Correspondence.

a. Bank Reconciliations for December 2021 – Noted and filed.

ADJOURNMENT

Board President Plummer adjourned the February 14, 2022 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:14 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: March 14, 2022