

**RANCHO SANTA FE  
COMMUNITY SERVICES DISTRICT**

**MINUTES**

**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, April 11, 2022, at 1:30 P.M.**

**Rancho Santa Fe Association**

**17022 Avenida de Acacias**

**Rancho Santa Fe, CA 92067**

**PRESENT**

John Tanner  
Deborah Plummer  
Bill Hinchy  
John Salazar  
Laurel Lemarié

**ABSENT**

**GUESTS**

Caitlin Kreutz, RSFA  
Sarah Dresser,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. Report from the RSF Association on Roadside Landscape Maintenance and Security Services.**

Caitlin Kreutz from the RSF Association submitted a request of \$50,000 in additional funding due to contractor price increases, as well as added palm tree removals caused by palm weevil infestation. Directors Lemarié and Hinchy notified the Association regarding some landscaping obstructions they observed in the right-of-way.

**ACTION:** Director Tanner moved to approve the request of \$50,000 in additional funding as submitted. Director Lemarié seconded. Motion carried 4-0.

Director Hinchy arrived at the meeting just after the vote was taken.

**2. Minutes of the March 14, 2022 Regular Meeting.**

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

**3. February 2022 Dudek Invoices for Payment.**

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

**4. Agreement with Baker Electric for Proposed Solar Power Project at the Santa Fe Valley Treatment Plant.**

The General Manager provided an update on the negotiations with Baker Electric.

**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 we will be assisting OMWD by allowing them to transfer water into the District’s Santa Fe Valley wet weather storage reservoir so that they can empty theirs for cleaning. OMWD will have the Santa Fe Valley WWS reservoir empty by the time the rainy season starts.
- b. Collections Crew – Operations Billing Logs – Noted and filed.

**7. General Manager’s Report** – Nothing further to report.

**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 February 2022 – Noted and filed.

**ADJOURNMENT**

Board President Plummer adjourned the April 11, 2022 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:31 p.m.

**SUBMITTED BY:**

**ATTEST:**

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Paula Melendrez, Board Secretary

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Chuck Duffy, General Manager

Approved by the Board: May 9, 2022