

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, June 13, 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
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-2022-03, 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 June 13, 2022 Through July 12, 2022 Pursuant to Brown Act Provisions.**
ACTION: Director Tanner moved to approve Resolution R-2022-03 as submitted. Director Hinchy 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 crews have been proceeding with the removal of palm trees due to the palm weevil infestation. Directors Lemarié notified the Association regarding some landscaping obstructions she observed in the right-of-way.

- 3. Minutes of the May 9, 2022 Regular Meeting.**
ACTION: Director Tanner moved to approve the minutes as submitted. Director Hinchy seconded. Motion carried 4-0-1, with Director Salazar abstaining (he was absent from the meeting).

- 4. April 2022 Dudek Invoices for Payment.**
ACTION: Director Hinchy moved to approve the invoices as submitted. Director Tanner seconded. Motion carried 5-0.

5. Consideration of Fiscal Year 2022/2023 Sewer, Landscape, and Security Services District Budgets.

General Manager Chuck Duffy reviewed the budget and the proposed capital projects with the Board. Director Plummer requested that the budget line item for Unbudgeted Projects be reduced from \$150,000 to \$100,000.

Board President Plummer opened the budget public hearing. There were no comments from the public, and district staff reported that no written comments had been received. Director Plummer closed the public hearing.

ACTION: Director Hinchy moved to approve the sewer, landscape, and security services budgets as presented. Director Tanner seconded. Motion carried 5-0.

6. Consideration of Proposed Solar Panel Power Project at the Santa Fe Valley Treatment Plant.

a. Agreement with Baker Electric for Proposed Solar Power Project.

b. Consideration of Financing Options for the Solar Project.

ACTION: Director Plummer moved to approve the agreement with Baker Electric as presented, subject to completing the provisions in GC 4217 et seq, and to proceed with the loan proposal from Municipal Finance Corporation for the solar project financing. Director Tanner seconded. Motion carried 5-0.

7. Consideration of Fiscal Year 2020-2021 Comprehensive Annual Financial Report and Draft Audit.

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

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 was absent. Nothing new to report.

b. Collections Crew – Operations Billing Logs – Noted and filed.

10. General Manager's Report – Nothing further to report.

11. Monthly Flow Reports – Noted and filed.

12. 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.

13. Upcoming Seminars/Conferences.

14. Consideration of Correspondence.

ADJOURNMENT

Board President Plummer adjourned the June 13, 2022 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:26 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: August 2, 2022