

**RANCHO SANTA FE  
COMMUNITY SERVICES DISTRICT**

**MINUTES**

**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, December 12, 2022, at 1:30 P.M.**

**THIS MEETING WILL BE HELD VIA TELECONFERENCE AS  
AUTHORIZED BY DISTRICT RESOLUTION R-2022-11 PERMITTING  
REMOTE TELECONFERENCE MEETINGS.**

**PRESENT**

Deborah Plummer  
Bill Hinchy  
Laurel Lemarié  
John Salazar  
John Tanner

**ABSENT**

Jeff Pape

**GUESTS**

Ken Rogers, RSFA

**STAFF**

Chuck Duffy, GM  
Paula Melendrez, Asst. GM

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-2022-12, 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 December 12, 2022 Through January 11, 2023 Pursuant to Brown Act Provisions.**

**ACTION:** Director Hinchy moved to approve Resolution R-2022-12 as submitted. Director Tanner seconded. Motion carried 5-0.

- 2. Election of Board President and Board Vice-President.**

**ACTION:** Director Tanner moved to nominate Director Plummer for Board President. Director Hinchy seconded. Motion carried 5-0.

**ACTION:** Director Plummer moved to nominate Director Hinchy for Board Vice-President. Director Lemarié seconded. Motion carried 5-0.

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

Ken Rogers from the RSF Association reported that crews were busy cleaning out culvert backups due to the recent storm, but no trees were downed. Director Lemarié reported that there was some pampas grass at the El Fuego and Linea Del Cielo which needed removal, and that there seemed to be some right of way encroachments in the area of 6028 San Elijo.

**4. Minutes of the November 14, 2022 Regular Meeting.**

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

**5. October 2022 Dudek Invoices for Payment.**

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

**6. Consideration of Agreement A-2022-01 for Reimbursement of the El Acebo Del Norte Sewer Main Extension (Worman).**

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

**7. Consideration of Ordinance )-2022-01 for the El Acebo Del Norte (Worman) Seer Reimbursement Agreement (first reading).**

**ACTION:** Director Hinchy moved to waive the first reading of the reimbursement ordinance and approve the ordinance subject to the second reading of the ordinance at a future board meeting. Director Lemarié 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 – General Manager Chuck Duffy reported that Via Naranjal force main replacement has started and should be completed in the coming month, weather permitting.

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

**10. General Manager's Report.**

a. Update on solar power project at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy reported that the 50% plan submittal by Baker Electric has been approved and the project is moving forward.

**11. Monthly Flow Reports – Noted and filed.**

**12. Monthly Financial Reports.**

a. Account Balances – Noted and filed.

b. 2022-2023 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 December 12, 2022 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: January 9, 2023