

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, January 9, 2023, 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 Tanner

ABSENT

John Salazar

GUESTS

Ken Rogers, RSFA

STAFF

Chuck Duffy, GM
Paula Melendrez, Asst. GM
Jeff Pape, Operations Mgr.

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-2022-13, 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 January 9, 2023 Through February 10, 2023 Pursuant to Brown Act Provisions.**
ACTION: Director Hinchy moved to approve Resolution R-2022-13 as submitted. Director Lemarié seconded. Motion carried 3-0.

- 2. 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 prior to and after the recent storm. A few trees were downed during the storm. Director Hinchy asked if the RSFA was responsible for cleaning out the creek at La Orilla and El Camino Real, as he is concerned with flooding due to the upcoming storms. Ken Rogers reported that their crews are working to clear out the cat tails and other debris.

- 3. Minutes of the December 12, 2022 Regular Meeting.**
ACTION: Director Hinchy moved to approve the minutes as submitted. Director Lemarié seconded. Motion carried 3-0.

- 4. November 2022 Dudek Invoices for Payment.**
ACTION: Director Plummer moved to approve the invoices as submitted. Director Hinchy seconded. Motion carried 3-0.

5. Consideration of Proposal from Centritek for Purchase of Centrifuge at the Rancho Santa Fe Treatment Plant.

The board discussed the details of the proposal with GM Chuck Duffy and Operations Manager Jeff Pape. Mr. Duffy will negotiate a purchase agreement with CentriTek for the rental unit and bring it to the February board meeting.

6. Consideration of Ordinance No. O-2022-01 for the El Acebo Del Norte (Worman) Sewer Reimbursement Agreement (second reading).

ACTION: Director Plummer moved to waive the second reading of the reimbursement ordinance, approve the ordinance, direct staff to publish the ordinance in a newspaper of general circulation within the District in the next 15 day, and post a certified copy of the ordinance in the District's office. Director Hinchy seconded. Motion carried 3-0.

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

- a. CFD Fund Balances – Noted and filed.

Director Tanner joined the meeting at 2:11p.m.

8. District Engineer's Report.

- a. Treatment Plant, Pump Station, and Sewer System Operations Report – Collection System Supervisor Ken Burtech reported that crews are staying on top of maintenance, CCTVing of mains, and upgrading controls and pumps at the lift stations in order to keep the system in top performance.
- b. Collections Crew – Operations Billing Logs – Noted and filed.

9. General Manager's Report.

- a. Update on solar power project at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy provided a review of his solar report.

10. Monthly Flow Reports – Noted and filed.

11. 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.

12. Upcoming Seminars/Conferences.

13. Consideration of Correspondence.

ADJOURNMENT

Board President Plummer adjourned the January 9, 2023 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:21.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: February 13, 2023