

RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, February 13, 2023, at 1:30 P.M.

**THIS MEETING WILL BE HELD VIA TELECONFERENCE AS
AUTHORIZED BY DISTRICT RESOLUTION R-2023-01 PERMITTING
REMOTE TELECONFERENCE MEETINGS.**

PRESENT

Deborah Plummer
Bill Hinchy
Laurel Lemarié
John Tanner
John Salazar

ABSENT

Chuck Duffy, GM

GUESTS

Ken Rogers, RSFA

STAFF

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-2023-01, 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 13, 2023 Through February 28, 2023 Pursuant to Brown Act Provisions.**

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

- 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 up after the recent storms. There were no trees reported down. Director Hinchy requested that crews take a look at a muddy section of trail near La Orilla and El Camino Real that needs work. Director Lemarié also alerted RSFA staff to an issue on La Gracia. Ken Rogers will direct staff to address these issues.

- 3. Minutes of the January 9, 2023 Regular Meeting.**

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

4. December 2022 Dudek Invoices for Payment.

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

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

The board discussed the cost of repairing the backup centrifuge and requested that General Manager Chuck Duffy negotiate with the Whispering Palms CSD and Fairbanks Ranch CSD boards if the unit is to be shared by all three districts.

ACTION: Director Lemarié moved to approve the purchase of the CentriTek unit as presented. Director Tanner 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 – Collection System Supervisor Ken Burtech reported that, though the recent storms did impact the RSF Treatment Plant, the 18 pump stations handled the increased flows well. There were no complaints from residents. Operations Manager Jeff Pape reported that the rebuild of the front-end splitter box at the Santa Fe Valley plant is 2/3 completed. They are just waiting on the manufacture of the parshall flumes which regulate the flow to the basins. Mr. Pape also notified the board that staff is expecting members of the public at the next meeting to express their concerns over odors in their neighborhood that they believe are coming from the SFV Sewer Treatment Plant.

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

8. General Manager's Report.

a. Update on solar power project at the Santa Fe Valley Treatment Plant – Nothing to report. General Manager Chuck Duffy was absent.

9. Monthly Flow Reports – Noted and filed.

10. 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.

11. Upcoming Seminars/Conferences.

12. Consideration of Correspondence.

Director Lemarié inquired about the parameters of undergrounding in the covenant. Staff will provide her with the RSFA's original documents and findings.

ADJOURNMENT

Board President Plummer adjourned the February 13, 2023 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:30 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: February 13, 2023