

RANCHO SANTA FE  
COMMUNITY SERVICES DISTRICT

**MINUTES**

**BOARD OF DIRECTORS REGULAR MEETING**

**Monday, March 13, 2023, at 1:30 P.M.**

**Santa Fe Irrigation District Board Room**

**5920 Linea Del Cielo, Rancho Santa Fe, CA 92067**

**PRESENT**

Deborah Plummer  
Bill Hinchy  
Laurel Lemarié  
John Tanner  
John Salazar

**ABSENT**

**GUESTS**

Ken Rogers, RSFA  
Paul Lebidine,  
The Lakes HOA Pres.  
Maggie Zakoor,  
The Lakes resident

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

Ken Rogers from the RSF Association reported that crews have been busy weeding and looking for downed trees and limbs from recent storms. Director Lemarié and Ken Rogers will be reviewing riding and hiking trails.

**2. Minutes of the February 13, 2023 Regular Meeting.**

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

**3. January 2023 Dudek Invoices for Payment.**

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

**4. Consideration of District Investment Policy P-2023-01 and Board Direction On District Investments.**

**ACTION:** Director Salazar moved to approve Policy P-2023-01, though no movement of funds will take place until directed by the board. Director Hinchy seconded. Motion carried 5-0.

**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 – Jeff Pape introduced the homeowners who were present to express their concerns over odors in The Lakes neighborhood. They believe the odors are coming from the SFV Sewer Treatment Plant. After hearing the public comments, Director Plummer thanked those in attendance for their comments and assured them that the board takes their concerns very seriously. The Lakes resident, Mike Wolston, is expected to present his findings to the board at the April 10, 2023 Regular Board meeting.
- b. Collections Crew – Operations Billing Logs – Noted and filed.

**7. General Manager's Report.**

- a. Update on solar power project at the Santa Fe Valley Treatment Plant – General Manager Chuck Duffy reported that he is waiting on an updated construction schedule from Baker Electric. He also reported that, although the existing rock slowed down the project, it did not result in a cost change.

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

**9. 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.

**10. Upcoming Seminars/Conferences.**

**11. Consideration of Correspondence.**

**ADJOURNMENT**

Board President Plummer adjourned the March 13, 2023 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 3:00 p.m.

**SUBMITTED BY:**

**ATTEST:**

\_\_\_\_\_  
Paula Melendrez, Board Secretary

\_\_\_\_\_  
Chuck Duffy, General Manager

Approved by the Board: April 10, 2023