

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT
MINUTES
BOARD OF DIRECTORS REGULAR MEETING
Monday, May 8, 2023, at 1:30 P.M.
Santa Fe Irrigation District Board Room
5920 Linea Del Cielo, Rancho Santa Fe, CA 92067**

PRESENT

Bill Hinchy
Laurel Lemarié
John Tanner
John Salazar

ABSENT

Deborah Plummer

GUESTS

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 Pro-tem Hinchy.

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 keeping growth out of the right-of-way. Director Hinchy commended the work done by the Association throughout the Ranch. Director Lemarié reminded Mr. Rogers of her previous request to remove some eucalyptus trees located in town. They will meet to inspect the trees.

2. Minutes of the April 10, 2023 Regular Meeting.

ACTION: Director Tanner moved to approve the minutes as submitted. Director Lemarié seconded. Motion carried 3-0-1, with Director Salazar abstaining.

3. Minutes of the April 24, 2023 Special Meeting.

ACTION: Director Lemarié moved to approve the minutes as submitted. Director Tanner seconded. Motion carried 3-0-1, with Director Salazar abstaining.

4. March 2023 Dudek Invoices for Payment.

ACTION: Director Hinchy moved to approve the invoices as submitted. Director Tanner seconded. Motion carried 4-0.

5. Consideration of Draft Fiscal Year 2023/2024 Sewer, Landscape, and Security Services District Budgets.

General Manager Chuck Duffy provided an overview of the District budgets and responded to questions from the board. Included in the proposed budget was a 5% increase in the operations and management contracts with Dudek and the roadside maintenance contract

with the RSFA. The budget will be brought back to the board at the June meeting for final board approval.

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 – Operations Manager Jeff Pape reported that the splitter box at the SFV TP is 99% done and will be on-line in a week.

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 – Operations manager Jeff Pape reported that one of the eight rack-systems was completed this week and was scheduled for inspection.

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.

ADJOURNMENT

President Pro-tem Hinchy adjourned the May 8, 2023 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:10 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Board Secretary

Chuck Duffy, General Manager

Approved by the Board: June 19, 2023