



**FAIRBANKS RANCH
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, February 5, 2018, 6:00 p.m.

Fairbanks Ranch Clubhouse, 17651 Circa Del Norte, Rancho Santa Fe, CA

PRESENT

Joleene Cannon
Rick Heymann
Julie Feld
Richard Sparber

ABSENT

Steve Charlton

GUESTS

STAFF

Chuck Duffy, G.M.
Paula Melendrez

Board President Cannon called the regular meeting of the Board of Directors of the Fairbanks Ranch Community Services District to order.

- 1. Call Meeting to Order and Roll Call.**
- 2. Public Comment – None.**

BOARD ITEMS

3. Election of Board President and Vice President.

ACTION: Director Sparber moved to nominate Director Cannon for Board President.
Director Feld seconded. Motion carried 4-0.
Director Feld moved to nominate Director Heymann for Vice President.
Director Sparber seconded. Motion carried 4-0.

4. Minutes of the November 6, 2017 Regular Meeting.

ACTION: Director Feld moved to approve the minutes as submitted. Director Heymann seconded. Motion carried 4-0.

5. October, November and December 2017 Dudek Invoices.

ACTION: Director Heymann moved to approve the invoices as presented. Director Sparber seconded. Motion carried 4-0.

6. Consideration of FY 2016/2017 Comprehensive Annual Financial Report and Draft Audit.

ACTION: Director Sparber moved to approve the Annual Financial Report and Draft Audit as presented. Director Heymann seconded. Motion carried 4-0.

7. **Monthly Flow Report** – Noted and filed.
8. **District Financial Reports.**
 - a. Balance Sheet – Noted and filed.
 - b. Revenue and Expenditure Reports. (Unaudited) – Noted and filed.
 - c. LAIF Monthly Update– Noted and filed.
9. **General Manager's Report.**
 - a. Treatment plant operational report – Noted and filed.
 - b. General Manager’s Report – Noted and filed.
10. **Upcoming Seminars/Conferences** – None.

Adjournment.

There being no further business of the Fairbanks Ranch Community Services District Board of Directors, the February 5, 2018 Regular Board Meeting was adjourned by Board President Cannon at 6:40 p.m.

SUBMITTED BY:

APPROVED BY:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: May 7, 2018