

**FAIRBANKS RANCH
COMMUNITY SERVICES DISTRICT**

**MINUTES
BOARD OF DIRECTORS REGULAR MEETING**

Monday, May 7, 2012, 6:00 p.m.

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

PRESENT

Cliff Breining
Linda Kaeser
Rich Sparber

ABSENT

Max Dykmans
Richard Mejia, Jr.

GUESTS

STAFF

Chuck Duffy, G.M.

President Breining 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.

BOARD ITEMS

3. Minutes of the February 22, 2012 Special Meeting.

ACTION: Director Kaeser moved to approve the minutes as written. Director Sparber seconded. Motion carried 3-0.

4. February and March 2012 Dudek Invoices.

ACTION: Director Kaeser moved to approve the invoices as presented. Director Sparber seconded. Motion carried 3-0.

5. Consideration of Fiscal Year 2012/2013 Operations and Capital Budgets and Sewer Service Charge Rate.

President Breining opened the public hearing. District staff reported that no written comments were received. President Breining closed the public hearing. The Board held a discussion regarding the District's reserves and future sewer service charge rates. The Board subsequently agreed to reduce the annual sewer service charge for FY 2012/13 and on by 10%, to \$900 per EDU. The Board also directed staff to amend the FY 2012/13 budget to reflect the new sewer service charge.

ACTION: Director Kaeser moved to approve and adopt the budget as amended above, and directed staff to prepare the necessary documents to enact the sewer service charge reduction at the August board meeting. Director Sparber seconded. Motion carried 3-0.

6. Monthly Flow Report – Noted and filed.

7. District Financial Reports.

- a. Account balances – Noted and filed.
- b. Revenue and Expenditure Reports. (Unaudited) – Noted and filed.
- c. Monthly Bank Statement and Check Register/Reconciliation for February, March, and April 2012– Noted and filed.
- d. LAIF Monthly Update– Noted and filed.

8. General Manager's Report.

- a. Treatment plant operational report – Noted and filed.

9. Upcoming Seminars/Conferences – None.

Adjournment.

There being no further business of the Fairbanks Ranch CSD Board of Directors, the May 7, 2012 special meeting was adjourned by President Pro-Tem Breining.

PREPARED BY:

APPROVED BY:

Chuck Duffy, General Manager

Cliff Breining, President

Approved: August 6, 2012