

**FAIRBANKS RANCH  
COMMUNITY SERVICES DISTRICT**

**MINUTES  
BOARD OF DIRECTORS REGULAR MEETING**

**Monday, August 3, 2015, 6:00 p.m.**

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

**PRESENT**

Joleene Cannon  
Julie Feld  
Rick Heymann

**ABSENT**

Richard Sparber  
Steve Charlton

**GUESTS**

Marlene King

**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** – Marlene King commented that, during a recent tour of the Fairbanks Ranch Sewer Treatment Plant to explain how the plant processes work, a quorum of the board was present, presenting a possible breach of the Brown Act. President Cannon responded that it was not the board's intention to constitute a meeting, and that it was an oversight on their part to have more than two members on the tour. Ms. King also requested that the agenda packet for each board meeting be made available on the Fairbanks Ranch Community Services website. The board directed staff to do so in the future.

**BOARD ITEMS**

**3. Minutes of the May 18, 2015 Special Meeting.**

**ACTION:** Director Feld moved to approve the minutes as submitted. Director Heymann seconded. Motion carried 3-0.

**4. May and June 2015 Dudek Invoices.**

**ACTION:** Director Feld moved to approve the invoices as presented. Director Heymann seconded. Motion carried 3-0.

**5. Adoption of a Resolution Directing that the Sewer Service and Sewer Standby Charges be Collected on the County of San Diego Property Tax Roll.**

**ACTION:**

1. President Cannon opened the public hearing. There were no comments from the public. Staff reported that no written comments were received.
2. President Cannon closed the public hearing.
3. Director Heymann moved to approve the Resolution R-2015-01 as presented. Director Feld seconded. Motion carried 3-0.

**6. Monthly Flow Report** – Noted and filed.

**7. District Financial Reports.**

- a. Revenue and Expenditure Reports. (Unaudited) – Noted and filed.
- b. Balance Sheet – Noted and filed.
- c. Depreciation Schedule – Noted and filed.
- d. LAIF Monthly Update– Noted and filed.

**8. General Manager's Report.**

- a. Treatment plant operational report – No issues to report.
- b. Update on recycled water: Letter from OMWD – Noted and filed.

**9. Upcoming Seminars/Conferences – None.**

**Adjournment.**

There being no further business of the Fairbanks Ranch Community Services District Board of Directors, the August 3, 2015 regular meeting was adjourned by Board President Cannon.

**PREPARED BY:**

**APPROVED BY:**

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Chuck Duffy, General Manager

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Joleene Cannon, Board President

Approved: November 2, 2015