



**FAIRBANKS RANCH
COMMUNITY SERVICES DISTRICT**

**MINUTES
BOARD OF DIRECTORS REGULAR MEETING**

Monday, May 6, 2019, 6:00 p.m.

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

PRESENT

Steve Charlton
Rick Heymann
Julie Feld
Joleene Cannon
Jim Nierman

ABSENT

GUESTS

Barry Willis, LAFCO

STAFF

Chuck Duffy, G.M.
Paula Melendrez

Board President Joleene 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. Minutes of the February 4, 2019 Regular Meeting.**

ACTION: Director Charlton moved to approve the minutes as submitted. Director Nierman seconded. Motion carried 5-0.

- 4. January, February and March Dudek Invoices.**

ACTION: Director Heymann moved to approve the invoices as presented. Director Charlton seconded. Motion carried 5-0.

- 5. Consideration of Fiscal Year 2019/2020 Budget.**

Director Cannon opened the public hearing. There were no comments from the public, and district staff reported that no written comments had been received. Director Cannon closed the public hearing.

ACTION: Director Charlton moved to approve the FY 2019/20 Sewer Budget as amended, correcting the fee for auditing services. Director Feld seconded. Motion carried 5-0.

6. Consideration of FY 2017/2018 Comprehensive Annual Financial Report and Draft Audit.

ACTION: Director Nierman moved to approve the annual financial report and draft audit as presented. Director Charlton seconded. Motion carried 5-0.

7. Report on Condition Assessment of District Manhole Covers.

The board discussed General Manager Chuck Duffy's draft summation letter written to the Fairbanks Ranch Association.

ACTION: Director Charlton moved to direct staff to edit down the draft letter to the Association and to obtain input from legal counsel prior to sending the letter out. Director Heymann seconded. Motion carried 5-0.

8. Monthly Flow Report – Noted and filed.

9. 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.

10. General Manager's Report.

- a. Treatment plant operational report – Noted and filed.
- b. General Manager's Report – Noted and filed.

11. Upcoming Seminars/Conferences – None.

Adjournment.

There being no further business of the Fairbanks Ranch Community Services District Board of Directors, the May 6, 2019 Regular Board Meeting was adjourned by Director Cannon at 7:19 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: August 5, 2019