



**FAIRBANKS RANCH
COMMUNITY SERVICES DISTRICT**

**MINUTES
BOARD OF DIRECTORS REGULAR MEETING**

Monday, February 3, 2020, 6:00 p.m.

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

PRESENT

Rick Heymann
Jim Nierman
Steve Charlton
Julie Feld

ABSENT

Joleene Cannon

GUESTS

Michael Conger

STAFF

Chuck Duffy, G.M.
Paula Melendrez
Jeff Pape, Dist. Eng.
Neal Meyers, Counsel

Director Heymann, President Pro-tem, 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.**
The board tabled this item to the next board meeting.
- 4. Minutes of the November 4, 2019 Regular Meeting.**
ACTION: Director Nierman moved to approve the minutes as submitted. Director Charlton seconded. Motion carried 4-0.
- 5. October, November and December Dudek Invoices.**
ACTION: Director Charlton moved to approve the invoices as presented. Director Nierman seconded. Motion carried 4-0.
- 6. Monthly Flow Report – Noted and filed.**
- 7. District Financial Reports.**
 - Balance Sheet – Noted and filed.
 - Revenue and Expenditure Report. (Unaudited) – Noted and filed.
 - LAIF Monthly Update– Noted and filed.

8. General Manager's Report.

- a. Treatment plant operational report – Fairbanks Ranch resident Mike Conger spoke to the board and reported that he had detected odors from the treatment plant starting in late November of 2019. General Manager Chuck Duffy reported that he had received an email from Mr. Conger on January 2, 2020 reporting these odors. Mr. Duffy had responded to Mr. Conger's email, and also reported to the board, that an aerator motor had failed in the aerobic sludge digester at the back end of the plant, and that the backup aerator motor had also failed as well. District staff were in the process of installing a replacement. Mr. Conger reported that he would file suit against the District should any further odors be detected emanating from the plant. The Board expressed their concern to Mr. Conger regarding the odor issue. The General Manager will be following up with Wilson Engineering to address the digester issue as well.
- b. General Manager's Report – Noted and filed.

9. Upcoming Seminars/Conferences – None.

10. Consideration of Correspondence

1. Email from Michael Conger dated January 21, 2020 regarding Fairbanks Ranch Water Reclamation Facility smells.
2. Letter from Marlene E. King dated January 29, 2020 re: FRCSD Policies and practices.
The board held a general discussion concerning the correspondence received.

ADJOURN TO CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL- Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: two potential cases/matters:

1. Matter One: Email from Michael Conger dated January 21, 2020 regarding Fairbanks Ranch Water Reclamation Facility smells.
2. Matter Two: Letter from Marlene E. King dated January 29, 2020 re: FRCSD Policies and practices.

RECONVENE TO OPEN SESSION

District Counsel reported there was no reportable action taken in closed session.

Adjournment.

There being no further business of the Fairbanks Ranch Community Services District Board of Directors, the February 3, 2020 Regular Board Meeting was adjourned at 7:06 p.m.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: May 4, 2020