



**FAIRBANKS RANCH
COMMUNITY SERVICES DISTRICT**

**MINUTES
BOARD OF DIRECTORS SPECIAL MEETING**

**Wednesday, February 9, 2022, 3:00 p.m.
Fairbanks Ranch Water Reclamation Facility
16556 Circa del Norte
Rancho Santa Fe, California 92067**

PRESENT

Jim Nierman
Julie Feld
Rick Heymann

ABSENT

Steve Charlton
Peter DeFazio

GUESTS

STAFF

Chuck Duffy, G.M.
Paula Melendrez
Jeff Pape

President Pro-Tem Jim Nierman called the Regular Meeting of the Board of Directors of the Fairbanks Ranch Community Services District to order at 3:08 p.m.

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

ACTION ITEMS

- 3. Consideration of Board Vacancy.**

ACTION: Director Feld moved to fill the vacancy by Board appointment. Director Heymann seconded. Motion carried 3-0.

- 4. Minutes of the November 1, 2021 Regular Meeting.**

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

- 5. October, November and December 2021 Dudek Invoices.**

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

- 6. Monthly Flow Report.**

- 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. Operations Report – Treatment Plant Walkthrough – General Manager Chuck Duffy and Operations Manager Jeff Pape led the board on a walkthrough of the treatment plant.

9. Upcoming Seminars/Conferences – None.

10. Consideration of Correspondence.

- a. Bank Reconciliations.

Adjournment.

There being no further business of the Fairbanks Ranch Community Services District Board of Directors, the February 9, 2022 Regular Board Meeting was adjourned by President Pro-Tem Jim Nierman.

SUBMITTED BY:

ATTEST:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: June 13, 2022