



**FAIRBANKS RANCH  
COMMUNITY SERVICES DISTRICT**

**MINUTES  
BOARD OF DIRECTORS SPECIAL MEETING  
Monday, June 13, 2022, 6:00 p.m.**

**THIS MEETING WILL BE HELD VIA TELECONFERENCE AS  
AUTHORIZED BY DISTRICT RESOLUTION R-2022-02 PERMITTING  
REMOTE TELECONFERENCE MEETINGS.**

**PRESENT**

Jim Nierman  
Julie Feld  
Rick Heymann  
Peter DeFazio  
Daniel LaBouve

**ABSENT**

**GUESTS**

Marlene King

**STAFF**

Chuck Duffy, G.M.  
Paula Melendrez

President Pro-Tem Jim Nierman called the Special Meeting of the Board of Directors of the Fairbanks Ranch Community Services District to order at 6:00 p.m.

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

**ACTION ITEMS**

- 3. Consideration of Resolution R-2022-02 Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020 By Governor Newsom, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Fairbanks Ranch Community Services District for the Period June 13, 2022 Through July 12, 2022 Pursuant to Brown Act Provisions.**  
**ACTION:** Director Nierman moved to approve Resolution R-2022-02 as submitted. Director Feld seconded. Motion carried 5-0.
- 4. Minutes of the February 9, 2022 Special Meeting.**  
**ACTION:** Director Nierman moved to approve the minutes as submitted. Director Feld seconded. Motion carried 4-0-1, with Director LaBouve abstaining. He was not yet on the board on that date.

**5. Minutes of the March 7, 2022 Special Meeting.**

**ACTION:** Director Nierman moved to approve the minutes as submitted. Director Heymann seconded. Motion carried 4-0-1, with Director LaBouve abstaining.

**6. Minutes of the May 2, 2022 Canceled Regular Meeting.**

For administrative record only.

**7. January, February, March and April 2022 Dudek Invoices.**

**ACTION:** Director Nierman moved to approve the invoices as presented, but requested that the Budget Summary worksheet be updated to reflect the correct monthly and annual budget. Director LaBouve seconded. Motion carried 5-0.

**8. Consideration of Fiscal Year 2022/23 Draft Sewer District Budget, Sewer Service Charge Report by Bartle Wells Associates, and Potential Sewer Service Charge Rate Increases.**

Marlene King provided public comment regarding the draft Prop 218 notice. She recommended that the notice tell a more detailed story of why the rates need to go up and should state the percentage that rates will go up. Ms. King had additional comments regarding language used in the notice and recommended providing a link to the Bartle Wells Report. General Manager Chuck Duffy will revise the notice with Ms. King's comments in mind.

**ACTION:** Director Nierman moved to preliminarily approve the proposed rate increase as presented and directed staff to proceed with the Proposition 218 Notice of Public Hearing to be mailed to all ratepayers. Director LaBouve seconded. Motion carried 4-1, with Director DeFazio opposed to a 3-year increase.

**9. Consideration of Fiscal Year 2020-2021 Comprehensive Annual Financial Report and Draft Audit.**

**ACTION:** Director LaBouve moved to approve the Annual Financial Report and Draft Audit as presented. Director Heymann seconded. Motion carried 5-0.

**10. Monthly Flow Report.**

**11. District Financial Reports.**

- a. Balance Sheet – Noted and filed.
- b. Revenue and Expenditure Report. (Unaudited) – Noted and filed.
- c. LAIF Monthly Update– Noted and filed.

**12. General Manager's Report.**

- a. Operations Report – Noted and filed.

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

**14. Consideration of Correspondence.**

- a. Bank Reconciliations.

**Adjournment.**

There being no further business of the Fairbanks Ranch Community Services District Board of Directors, the June 13, 2022 Special Board Meeting was adjourned by President Pro-Tem Jim Nierman.

**SUBMITTED BY:**

**ATTEST:**

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Paula Melendrez, Secretary

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Chuck Duffy, General Manager

Date Approved by Board: August 1, 2022