

# **FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT**

## **AGENDA BOARD OF DIRECTORS REGULAR MEETING Monday, February 5, 2024 at 6:00 pm **Adjourned to Wednesday, February 7, 2024 at 6:00 pm** Fairbanks Ranch Clubhouse, 17651 Circa Del Norte Rancho Santa Fe, California**

### **1. Call Meeting to Order and Roll Call.**

|                       |                 |                |
|-----------------------|-----------------|----------------|
| <b>Board Members:</b> | President:      | Marlene King   |
|                       | Vice President: | Jim Nierman    |
|                       | Director:       | Rick Heymann   |
|                       | Director:       | Daniel LaBouve |
|                       | Director:       | Michael Conger |

|               |                        |                 |
|---------------|------------------------|-----------------|
| <b>Staff:</b> | General Manager:       | Chuck Duffy     |
|               | Asst. General Manager: | Paula Melendrez |
|               | District Engineer:     | Jeff Pape       |

### **2. Public Comment.**

### **AGENDA**

### **Page No.**

- |                                                                                            |             |
|--------------------------------------------------------------------------------------------|-------------|
| <b>3. Election of Board President and Vice President for 2024.</b>                         | <b>(--)</b> |
| <b>Recommendation:</b> Board to accept nominations for Board President and Vice President. |             |
| <b>4. Minutes of the November 6, 2023 Regular Meeting.</b>                                 | <b>3</b>    |
| <b>Recommendation:</b> Approve as submitted.                                               |             |
| <b>5. October, November, and December 2023 Dudek Invoices.</b>                             | <b>5</b>    |
| <b>Recommendation:</b> To be made by the Board.                                            |             |
| <b>6. Consideration of District Sewer Lateral Policy P-2024-01.</b>                        | <b>19</b>   |
| <b>Recommendation:</b> To be made by the Board.                                            |             |

|                                                                                                         |             |
|---------------------------------------------------------------------------------------------------------|-------------|
| <b>7. Consideration of Asset Management Policy P-2024-02.</b>                                           | <b>22</b>   |
| <b>Recommendation:</b> To be made by the Board.                                                         |             |
| <b>8. Consideration of Fiscal Year 2022-2023 Annual Comprehensive Financial Report and Draft Audit.</b> | <b>24</b>   |
| <b>Recommendation:</b> Approve as submitted.                                                            |             |
| <b>9. Insurance Renewal for Package, Auto, and Excess Policies.</b>                                     | <b>45</b>   |
| <b>Recommendation:</b> For board information.                                                           |             |
| <b>10. District Financial Reports.</b>                                                                  |             |
| a. Balance Sheet.                                                                                       | <b>49</b>   |
| b. Revenue and Expenditure Report. (Unaudited).                                                         | <b>50</b>   |
| c. LAIF Monthly Update.                                                                                 | <b>52</b>   |
| d. CAMP Monthly Update.                                                                                 | <b>55</b>   |
| e. Warrants                                                                                             | <b>61</b>   |
| f. Bank Reconciliations                                                                                 | <b>63</b>   |
| <b>11. Monthly Flow Report.</b>                                                                         | <b>76</b>   |
| <b>12. General Manager's Report.</b>                                                                    |             |
| a. Operations report.                                                                                   | <b>77</b>   |
| b. Review of Old and New Business.                                                                      | <b>88</b>   |
| c. General Manager Performance Review.                                                                  | <b>(--)</b> |
| <b>13. Upcoming Seminars/Conferences.</b>                                                               | <b>(--)</b> |
| <b>14. Consideration of Correspondence.</b>                                                             | <b>(--)</b> |

**Adjournment.**

*This meeting is accessible to people with disabilities. Individuals who require special assistance to participate may request an alternative format of the agenda and packet materials. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. To request a disability-related modification or accommodation, please call (760) 479-4150.*



## **FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT**

### **MINUTES BOARD OF DIRECTORS REGULAR MEETING Monday, November 6, 2023, 6:00 p.m. Fairbanks Ranch Clubhouse, 17651 Circa Del Norte Rancho Santa Fe, California**

#### **PRESENT**

Jim Niernan  
Daniel LaBouve  
Rick Heymann  
Michael Conger

#### **ABSENT**

Marlene King

#### **GUESTS**

Hans Stork

#### **STAFF**

Chuck Duffy, G.M.  
Paula Melendrez, Asst.GM  
Jeff Pape, Operations Mgr.

Board President Pro-Tem Jim Niernan called the Regular 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. Minutes of the August 7, 2023 Regular Meeting.**

**ACTION:** Director Conger moved to approve the minutes as submitted. Director LaBouve seconded. Motion carried 4-0.

#### **4. July, August and September 2023 Dudek Invoices.**

**ACTION:** Director Niernan moved to approve the invoices as submitted. Director Conger seconded. Motion carried 4-0.

#### **5. Consideration of Sewer Lateral Responsibility as it Relates to the Recent Fairbanks Ranch HOA Vote on Common Area Responsibilities.**

General Manager Chuck Duffy reported that the Fairbanks Ranch HOA recently addressed the responsibility of the HOA for utility improvements located in the road right of way, which in Fairbanks Ranch is an HOA common area. The original HOA vote concerning this issue was held several weeks ago but did not receive enough homeowner participation to qualify as a quorum, so the actual vote count will not be tallied until later this month. The Board confirmed the District's policy that private sewer laterals, whether on private property or within the HOA common area or road right of way, are not the responsibility of the CSD. The District is only responsible for the public sewer mains.

**6. 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.
- d. CAMP Monthly Update – Noted and filed.
- e. Warrants – Noted and filed.
- f. Bank Reconciliations – Noted and filed.

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

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

- a. Operations Report – Operations Manager Jeff Pape reported that the new digester blowers are in operation at the plant. The board also discussed the treatment plant screening plantings along Circa Del Norte. After general discussion, the proposed acacia bushes will be supplemented with podocarpus bushes to provide some plant diversity in the event of disease.

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

**10. Consideration of Correspondence.**

**Adjournment.**

There being no further business of the Fairbanks Ranch Community Services District Board of Directors, the November 6, 2023 Board Meeting was adjourned by Board President Pro-Tem Jim Nierman at 6:40 p.m.

**SUBMITTED BY:**

**ATTEST:**

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Paula Melendrez, Board Secretary

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Chuck Duffy, General Manager

Date Approved by Board: February 7, 2024



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### STAFF

CHUCK DUFFY, GM  
PAULA MELENDREZ, ASST. GM

### BOARD OF DIRECTORS

MARLENE KING  
JIM NIEMAN  
MICHAEL CONGER  
RICK HEYMAN  
DAN LABOUE

February 5, 2024

Board of Directors  
Fairbanks Ranch Community Services District

### Re: October 2023 Dudek Invoices

Dear Board Members:

The attached invoices covering the month of October are submitted for your review and approval.

|    |            |                                    |             |
|----|------------|------------------------------------|-------------|
| A. | (350-1120) | Management total (incl. expenses): | \$6,123.00  |
| B. | (350-1121) | Operations total (incl. expenses): | \$17,480.00 |

The work accomplished includes: filing, correspondence, agenda preparation, invoice review, budgeting, phone calls, word processing, meetings, site visits, treatment plant operations, research, and permit issuance.

**BUDGET SUMMARY**

|            | <b><u>Annual<br/>Budget</u></b> | <b><u>October<br/>2023<br/>Billing</u></b> | <b><u>Billed to<br/>Date</u></b> | <b><u>% of<br/>Annual<br/>Budget</u></b> | <b><u>% of Year<br/>Elapsed</u></b> | <b><u>YTD<br/>Over/(Under)<br/>Budget</u></b> |
|------------|---------------------------------|--------------------------------------------|----------------------------------|------------------------------------------|-------------------------------------|-----------------------------------------------|
| Management | \$73,476.00                     | \$6,123.00                                 | \$24,492.00                      | 33.33%                                   | 33.33%                              | \$0.00                                        |
| Operations | \$209,760.00                    | \$17,480.00                                | \$69,920.00                      | 33.33%                                   | 33.33%                              | \$0.00                                        |

Sincerely,

---

Chuck Duffy, General Manager

# DUDEK

605 3rd Street  
Encinitas, CA 92024  
T (760) 942-5147  
F (760) 632-0164

November 1, 2023  
Project No: 350.2023  
Invoice No: 202309075

Fairbanks Ranch CSD  
c/o Dudek  
605 Third Street  
Encinitas, CA 92024

Project Manager Charles Duffy

Project 350.2023 SID Management FY 2023-2024

**Professional Services for the Period: September 30, 2023 to October 27, 2023**

|                 |           |
|-----------------|-----------|
| Number of units | 4.00      |
| Fee Each        | 6,123.00  |
| Total Fee       | 24,492.00 |

|                      |                 |
|----------------------|-----------------|
| Total Earned         | 24,492.00       |
| Previous Fee Billing | 18,369.00       |
| Current Fee Billing  | 6,123.00        |
| <b>Total Fee</b>     | <b>6,123.00</b> |

|                                     |                   |
|-------------------------------------|-------------------|
| <b>Total Project Invoice Amount</b> | <b>\$6,123.00</b> |
|-------------------------------------|-------------------|

## Outstanding Invoices

| Number       | Date      | Balance          |
|--------------|-----------|------------------|
| 202307070    | 9/7/2023  | 6,123.00         |
| 202307731    | 9/27/2023 | 6,123.00         |
| <b>Total</b> |           | <b>12,246.00</b> |

## Billing Summary

|     | Current  | Prior | Total    |
|-----|----------|-------|----------|
| Fee | 6,123.00 | 0.00  | 6,123.00 |

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK  
P.O. Box 515569  
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact [Accounting@dudek.com](mailto:Accounting@dudek.com).

|                                           |          |                             |                  |                  |         |           |
|-------------------------------------------|----------|-----------------------------|------------------|------------------|---------|-----------|
| Project                                   | 350.2023 | SID Management FY 2023-2024 |                  |                  | Invoice | 202309075 |
| Labor                                     |          | 0.00                        | 18,369.00        | 18,369.00        |         |           |
| <b>Totals</b>                             |          | <b>6,123.00</b>             | <b>18,369.00</b> | <b>24,492.00</b> |         |           |
|                                           |          |                             |                  |                  |         |           |
| <b>Contract Maximum:</b>                  |          |                             | <b>73,476.00</b> |                  |         |           |
| <b>Previous Billings Against Maximum:</b> |          |                             | <b>18,369.00</b> |                  |         |           |
| <b>Current Billings Against Maximum:</b>  |          |                             | <b>6,123.00</b>  |                  |         |           |
| <b>Balance After This Invoice:</b>        |          |                             | <b>48,984.00</b> |                  |         |           |

# DUDEK

605 3rd Street  
Encinitas, CA 92024  
T (760) 942-5147  
F (760) 632-0164

November 1, 2023  
Project No: 350.2023.01  
Invoice No: 202309077

Fairbanks Ranch CSD  
c/o Dudek  
605 Third Street  
Encinitas, CA 92024

Project Manager Charles Duffy

Project 350.2023.01 FY 2023-2023 Operations

**Professional Services for the Period: September 30, 2023 to October 27, 2023**

|                 |           |
|-----------------|-----------|
| Number of units | 4.00      |
| Fee Each        | 17,480.00 |
| Total Fee       | 69,920.00 |

|                      |                  |
|----------------------|------------------|
| Total Earned         | 69,920.00        |
| Previous Fee Billing | 52,440.00        |
| Current Fee Billing  | 17,480.00        |
| <b>Total Fee</b>     | <b>17,480.00</b> |

|                                     |                    |
|-------------------------------------|--------------------|
| <b>Total Project Invoice Amount</b> | <b>\$17,480.00</b> |
|-------------------------------------|--------------------|

## Outstanding Invoices

| Number       | Date      | Balance          |
|--------------|-----------|------------------|
| 202307069    | 9/7/2023  | 17,480.00        |
| 202307732    | 9/27/2023 | 17,480.00        |
| <b>Total</b> |           | <b>34,960.00</b> |

## Billing Summary

|     | Current   | Prior | Total     |
|-----|-----------|-------|-----------|
| Fee | 17,480.00 | 0.00  | 17,480.00 |

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK  
P.O. Box 515569  
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact [Accounting@dudek.com](mailto:Accounting@dudek.com).

|                                           |             |                         |                   |                  |         |           |
|-------------------------------------------|-------------|-------------------------|-------------------|------------------|---------|-----------|
| Project                                   | 350.2023.01 | FY 2023-2024 Operations |                   |                  | Invoice | 202309077 |
| Labor                                     |             | 0.00                    | 52,440.00         | 52,440.00        |         |           |
| <b>Totals</b>                             |             | <b>17,480.00</b>        | <b>52,440.00</b>  | <b>69,920.00</b> |         |           |
|                                           |             |                         |                   |                  |         |           |
| <b>Contract Maximum:</b>                  |             |                         | <b>209,760.00</b> |                  |         |           |
| <b>Previous Billings Against Maximum:</b> |             |                         | <b>52,440.00</b>  |                  |         |           |
| <b>Current Billings Against Maximum:</b>  |             |                         | <b>17,480.00</b>  |                  |         |           |
| <b>Balance After This Invoice:</b>        |             |                         | <b>139,840.00</b> |                  |         |           |



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### STAFF

CHUCK DUFFY, GM  
PAULA MELENDREZ, ASST. GM

### BOARD OF DIRECTORS

MARLENE KING  
JIM NIEMAN  
MICHAEL CONGER  
RICK HEYMAN  
DAN LABOUE

February 5, 2024

Board of Directors  
Fairbanks Ranch Community Services District

### Re: November 2023 Dudek Invoices

Dear Board Members:

The attached invoices covering the month of November are submitted for your review and approval.

|               |                                    |             |
|---------------|------------------------------------|-------------|
| A. (350-1120) | Management total (incl. expenses): | \$6,123.00  |
| B. (350-1121) | Operations total (incl. expenses): | \$17,480.00 |

The work accomplished includes: filing, correspondence, agenda preparation, invoice review, budgeting, phone calls, word processing, meetings, site visits, treatment plant operations, research, and permit issuance.

**BUDGET SUMMARY**

|            | <b><u>Annual<br/>Budget</u></b> | <b><u>November<br/>2023<br/>Billing</u></b> | <b><u>Billed to<br/>Date</u></b> | <b><u>% of<br/>Annual<br/>Budget</u></b> | <b><u>% of Year<br/>Elapsed</u></b> | <b><u>YTD<br/>Over/(Under)<br/>Budget</u></b> |
|------------|---------------------------------|---------------------------------------------|----------------------------------|------------------------------------------|-------------------------------------|-----------------------------------------------|
| Management | \$73,476.00                     | \$6,123.00                                  | \$30,615.00                      | 41.67%                                   | 41.67%                              | \$0.00                                        |
| Operations | \$209,760.00                    | \$17,480.00                                 | \$87,400.00                      | 41.67%                                   | 41.67%                              | \$0.00                                        |

Sincerely,

---

Chuck Duffy, General Manager

# DUDEK

605 3rd Street  
Encinitas, CA 92024  
T (760) 942-5147  
F (760) 632-0164

November 29, 2023  
Project No: 350.2023  
Invoice No: 202310010  
Due Date: December 29, 2023

Fairbanks Ranch CSD  
c/o Dudek  
605 Third Street  
Encinitas, CA 92024

Project Manager Charles Duffy  
Project 350.2023 SID Management FY 2023-2024  
**Professional Services for the Period: October 28, 2023 to November 24, 2023**

|                 |                                     |           |                   |
|-----------------|-------------------------------------|-----------|-------------------|
| Number of units | 5.00                                |           |                   |
| Fee Each        | 6,123.00                            |           |                   |
| Total Fee       | 30,615.00                           |           |                   |
|                 | Total Earned                        | 30,615.00 |                   |
|                 | Previous Fee Billing                | 24,492.00 |                   |
|                 | Current Fee Billing                 | 6,123.00  |                   |
|                 | <b>Total Fee</b>                    |           | <b>6,123.00</b>   |
|                 | <b>Total Project Invoice Amount</b> |           | <b>\$6,123.00</b> |

## Outstanding Invoices

| Number       | Date      | Balance         |
|--------------|-----------|-----------------|
| 202309075    | 11/1/2023 | 6,123.00        |
| <b>Total</b> |           | <b>6,123.00</b> |

## Billing Summary

|               | Current         | Prior            | Total            |
|---------------|-----------------|------------------|------------------|
| Fee           | 6,123.00        | 0.00             | 6,123.00         |
| Labor         | 0.00            | 24,492.00        | 24,492.00        |
| <b>Totals</b> | <b>6,123.00</b> | <b>24,492.00</b> | <b>30,615.00</b> |

|                                           |                  |
|-------------------------------------------|------------------|
| <b>Contract Maximum:</b>                  | <b>73,476.00</b> |
| <b>Previous Billings Against Maximum:</b> | <b>24,492.00</b> |
| <b>Current Billings Against Maximum:</b>  | <b>6,123.00</b>  |
| <b>Balance After This Invoice:</b>        | <b>42,861.00</b> |

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK  
P.O. Box 515569  
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact [Accounting@dudek.com](mailto:Accounting@dudek.com).

# DUDEK

605 3rd Street  
Encinitas, CA 92024  
T (760) 942-5147  
F (760) 632-0164

November 29, 2023  
Project No: 350.2023.01  
Invoice No: 202310011  
Due Date: December 29, 2023

Fairbanks Ranch CSD  
c/o Dudek  
605 Third Street  
Encinitas, CA 92024

Project Manager Charles Duffy

Project 350.2023.01 FY 2023-2023 Operations

**Professional Services for the Period: October 28, 2023 to November 24, 2023**

|                 |           |
|-----------------|-----------|
| Number of units | 5.00      |
| Fee Each        | 17,480.00 |
| Total Fee       | 87,400.00 |

|                                     |                    |
|-------------------------------------|--------------------|
| Total Earned                        | 87,400.00          |
| Previous Fee Billing                | 69,920.00          |
| Current Fee Billing                 | 17,480.00          |
| <b>Total Fee</b>                    | <b>17,480.00</b>   |
| <b>Total Project Invoice Amount</b> | <b>\$17,480.00</b> |

## Outstanding Invoices

| Number       | Date      | Balance          |
|--------------|-----------|------------------|
| 202309077    | 11/1/2023 | 17,480.00        |
| <b>Total</b> |           | <b>17,480.00</b> |

## Billing Summary

|               | Current          | Prior            | Total            |
|---------------|------------------|------------------|------------------|
| Fee           | 17,480.00        | 0.00             | 17,480.00        |
| Labor         | 0.00             | 69,920.00        | 69,920.00        |
| <b>Totals</b> | <b>17,480.00</b> | <b>69,920.00</b> | <b>87,400.00</b> |

|                                           |                   |
|-------------------------------------------|-------------------|
| <b>Contract Maximum:</b>                  | <b>209,760.00</b> |
| <b>Previous Billings Against Maximum:</b> | <b>69,920.00</b>  |
| <b>Current Billings Against Maximum:</b>  | <b>17,480.00</b>  |
| <b>Balance After This Invoice:</b>        | <b>122,360.00</b> |

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK  
P.O. Box 515569  
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact [Accounting@dudek.com](mailto:Accounting@dudek.com).



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### STAFF

CHUCK DUFFY, GM  
PAULA MELENDREZ, ASST. GM

### BOARD OF DIRECTORS

MARLENE KING  
JIM NIEMAN  
MICHAEL CONGER  
RICK HEYMAN  
DAN LABOUE

February 5, 2024

Board of Directors  
Fairbanks Ranch Community Services District

### Re: December 2023 Dudek Invoices

Dear Board Members:

The attached invoices covering the month of December are submitted for your review and approval.

|               |                                    |             |
|---------------|------------------------------------|-------------|
| A. (350-1120) | Management total (incl. expenses): | \$6,123.00  |
| B. (350-1121) | Operations total (incl. expenses): | \$17,480.00 |

The work accomplished includes: filing, correspondence, agenda preparation, invoice review, budgeting, phone calls, word processing, meetings, site visits, treatment plant operations, research, and permit issuance.

**BUDGET SUMMARY**

|            | <b><u>Annual<br/>Budget</u></b> | <b><u>December<br/>2023<br/>Billing</u></b> | <b><u>Billed to<br/>Date</u></b> | <b><u>% of<br/>Annual<br/>Budget</u></b> | <b><u>% of Year<br/>Elapsed</u></b> | <b><u>YTD<br/>Over/(Under)<br/>Budget</u></b> |
|------------|---------------------------------|---------------------------------------------|----------------------------------|------------------------------------------|-------------------------------------|-----------------------------------------------|
| Management | \$73,476.00                     | \$6,123.00                                  | \$36,738.00                      | 50.00%                                   | 50.00%                              | \$0.00                                        |
| Operations | \$209,760.00                    | \$17,480.00                                 | \$104,880.00                     | 50.00%                                   | 50.00%                              | \$0.00                                        |

Sincerely,

---

Chuck Duffy, General Manager

# DUDEK

605 3rd Street  
Encinitas, CA 92024  
T (760) 942-5147  
F (760) 632-0164

December 28, 2023  
Project No: 350.2023  
Invoice No: 202310979  
Due Date: January 27, 2024

Fairbanks Ranch CSD  
c/o Dudek  
605 Third Street  
Encinitas, CA 92024

Project Manager Charles Duffy  
Project 350.2023 SID Management FY 2023-2024  
**Professional Services for the Period: November 25, 2023 to December 29, 2023**

|                 |           |                                     |                   |
|-----------------|-----------|-------------------------------------|-------------------|
| Number of units | 6.00      |                                     |                   |
| Fee Each        | 6,123.00  |                                     |                   |
| Total Fee       | 36,738.00 |                                     |                   |
|                 |           | Total Earned                        | 36,738.00         |
|                 |           | Previous Fee Billing                | 30,615.00         |
|                 |           | Current Fee Billing                 | 6,123.00          |
|                 |           | <b>Total Fee</b>                    | <b>6,123.00</b>   |
|                 |           | <b>Total Project Invoice Amount</b> | <b>\$6,123.00</b> |

**Billing Summary**

|               | Current         | Prior            | Total            |
|---------------|-----------------|------------------|------------------|
| Fee           | 6,123.00        | 0.00             | 6,123.00         |
| Labor         | 0.00            | 30,615.00        | 30,615.00        |
| <b>Totals</b> | <b>6,123.00</b> | <b>30,615.00</b> | <b>36,738.00</b> |

|                                           |                  |
|-------------------------------------------|------------------|
| <b>Contract Maximum:</b>                  | <b>73,476.00</b> |
| <b>Previous Billings Against Maximum:</b> | <b>30,615.00</b> |
| <b>Current Billings Against Maximum:</b>  | <b>6,123.00</b>  |
| <b>Balance After This Invoice:</b>        | <b>36,738.00</b> |

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK  
P.O. Box 515569  
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact Accounting@dudek.com.

# DUDEK

605 3rd Street  
Encinitas, CA 92024  
T (760) 942-5147  
F (760) 632-0164

December 28, 2023  
Project No: 350.2023.01  
Invoice No: 202310980  
Due Date: January 27, 2024

Fairbanks Ranch CSD  
c/o Dudek  
605 Third Street  
Encinitas, CA 92024

Project Manager Charles Duffy  
Project 350.2023.01 FY 2023-2023 Operations  
**Professional Services for the Period: November 25, 2023 to December 29, 2023**

|                 |            |                                     |                    |
|-----------------|------------|-------------------------------------|--------------------|
| Number of units | 6.00       |                                     |                    |
| Fee Each        | 17,480.00  |                                     |                    |
| Total Fee       | 104,880.00 |                                     |                    |
|                 |            | Total Earned                        | 104,880.00         |
|                 |            | Previous Fee Billing                | 87,400.00          |
|                 |            | Current Fee Billing                 | 17,480.00          |
|                 |            | <b>Total Fee</b>                    | <b>17,480.00</b>   |
|                 |            | <b>Total Project Invoice Amount</b> | <b>\$17,480.00</b> |

## Billing Summary

|               | Current          | Prior            | Total             |
|---------------|------------------|------------------|-------------------|
| Fee           | 17,480.00        | 0.00             | 17,480.00         |
| Labor         | 0.00             | 87,400.00        | 87,400.00         |
| <b>Totals</b> | <b>17,480.00</b> | <b>87,400.00</b> | <b>104,880.00</b> |

|                                           |                   |
|-------------------------------------------|-------------------|
| <b>Contract Maximum:</b>                  | <b>209,760.00</b> |
| <b>Previous Billings Against Maximum:</b> | <b>87,400.00</b>  |
| <b>Current Billings Against Maximum:</b>  | <b>17,480.00</b>  |
| <b>Balance After This Invoice:</b>        | <b>104,880.00</b> |

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK  
P.O. Box 515569  
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact [Accounting@dudek.com](mailto:Accounting@dudek.com).



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### STAFF

CHUCK DUFFY, GM  
PAULA MELENDREZ

### BOARD OF DIRECTORS

MARLENE KING  
JIM NIEMAN  
MICHAEL CONGER  
RICK HEYMAN  
DAN LABOUE

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## MEMORANDUM

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To: Board of Directors  
From: Chuck Duffy, General Manager  
Subject: Sewer Lateral Policy  
Date: February 6, 2024

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At our last board meeting, the Board discussed the Fairbanks Ranch Homeowners Association referendum and vote on the rules and regulations for utilities located in the road right of way, which in Fairbanks Ranch is an HOA common area due to the fact that the streets are private and not maintained by the County. The ballot measure sought to decide whether the section of sewer lateral located in the road should remain the responsibility of the HOA, or should be the responsibility of each individual homeowner. The Board confirmed the District's policy that private sewer laterals, whether on private property or within the HOA common area or road right of way, are not the responsibility of the CSD. The District is only responsible for the public sewer mains.

Staff was therefore directed to bring back a policy memorializing the District's sewer lateral policy, which is attached to this memo.



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### PRIVATE SEWER LATERAL POLICY

#### **I. PURPOSE**

To establish criteria for the ownership and maintenance of private sewer laterals and private sewer systems which connect to the District's public sewer main system (District Sewer System).

#### **II. POLICY**

1. Sewer service laterals from a property connecting to the District Sewer System, private pump stations serving a property or properties, and grease removal devices, are all considered to be Private Sewer Facilities. The District has no responsibility for Private Sewer Facilities. The District shall not be responsible for any damage caused to an Owner's property, building, or home due to the condition or blockage of a Private Sewer Facility.
2. Maintenance and cleaning of onsite Private Sewer Facilities are the responsibility of the Owner of a property.
  - a. Maintenance and cleaning for the portion of the sewer service lateral extending beyond the Owner's property line which lies within the Fairbanks Ranch Association (HOA) Common Area is the responsibility of the Owner or HOA, dependent upon the HOA regulations currently in effect.
  - b. Maintenance and cleaning for the portion of the sewer service lateral extending beyond the Owner's property line which lies within an easement or road right of way not owned by the HOA is the responsibility of the Owner.
3. Owners shall abate any condition that could cause a sewer spill, such as root intrusion, separated joints, pipe cracks, and fats, oil, and grease (FOG) buildup.
4. The District may require an Owner to have a sewer service lateral video inspected if there are reasonable grounds to suspect that the sewer service lateral is damaged, has root intrusion, has contributed or may contribute to a sanitary sewer overflow, has the ability to contribute to rainwater or groundwater inflow and infiltration into the lateral and subsequently to the District Sewer System, or has other structural defects which may be harmful to the operation and maintenance of the District Sewer System. The following procedures and requirements shall apply to private lateral video inspections:

- a. Video inspections shall be completed within 45 days of notice from the District at Owners expense, unless a different time frame is specified, and shall be completed by a licensed plumbing contractor and include a recorded copy of the video inspection and a written report that describes the contractor's findings and recommendations. The Owner shall remedy any issues which require corrective action within 60 days notice of such by the District. On-site verification by District staff while corrective work is in progress may be required.
- b. If no action is taken by the District based on the video inspection, this shall not relieve the Owner of the ongoing responsibility to ensure that their private sewer lateral remains in good operating condition at all times.
- c. The District may waive the video inspection requirement and approve or direct an alternative process to address private lateral concerns if the District finds that lateral deficiencies have already been corrected or can be addressed without a video inspection.

Approved by vote of the Board of Directors of the Fairbanks Ranch Community Services District on February 7, 2024.

ATTEST:

By: \_\_\_\_\_  
Chuck Duffy, General Manager  
Fairbanks Ranch Community Services District



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

**STAFF**

CHUCK DUFFY, GM  
PAULA MELENDREZ

**BOARD OF DIRECTORS**

MARLENE KING  
JIM NIEMAN  
MICHAEL CONGER  
RICK HEYMAN  
DAN LABOUE

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# MEMORANDUM

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To: Board of Directors  
From: Chuck Duffy, General Manager  
Subject: Asset Management Policy  
Date: February 7, 2024

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As part of the audit process, the District follows an Asset Management Policy, which provides the parameters for asset capitalization and depreciation. The attached policy updates the consideration of the minimum total cost and minimum life expectancy for a particular asset to be capitalized on the District's depreciation schedule. Previously, all assets which cost more than \$5,000 and had a life expectancy of more than one year were added to the District asset list and depreciation schedule. These numbers have been in place since at least 1990. Staff is recommending that the previous minimum asset cost of \$5,000 be updated to \$20,000, and the previous minimum life expectancy of one year be updated to five years. Depreciation in the context of a business is generally used for tax purposes, but since the District is a government entity, there is no taxable impact on our financial documents.



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### ASSET MANAGEMENT POLICY

#### **I. PURPOSE**

To establish criteria for the capitalization and depreciation of the District's capital assets in conformity with generally accepted accounting principles.

#### **II. POLICY**

1. An inventory of all fixed assets shall be conducted on an annual basis during the audit process.
2. Equipment, tools, vehicles, land, pipelines, pump stations, and other capital assets that individually have a total cost of \$20,000 or more and a life expectancy of five years or more will be included in the fixed asset list.
3. Assets meeting the criteria outlined in this policy which are part of a larger project will be placed on the fixed asset list for the fiscal year in which the project is completed or acquired.
4. The cost of any asset included in the fixed asset list should include all associated costs to put the asset into use.
5. Depreciation will be based on a reasonable estimate of expected useful life and the actual cost of the asset. All assets shall be depreciated using the straight line method of depreciation.

Approved by vote of the Board of Directors of the Fairbanks Ranch Community Services District on February 7, 2024.

ATTEST:

By: \_\_\_\_\_  
Chuck Duffy, General Manager  
Fairbanks Ranch Community Services District



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

**STAFF**

CHUCK DUFFY, GM  
PAULA MELENDREZ

**BOARD OF DIRECTORS**

MARLENE KING  
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RICK HEYMAN  
DAN LABOUE

---

# MEMORANDUM

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To: Board of Directors  
From: Chuck Duffy, General Manager  
Subject: Fiscal Year 2022/23 Annual Comprehensive Financial Report and Draft Audit  
Date: February 7, 2024

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I have attached the Fiscal Year 2022/23 Annual Comprehensive Financial Report and the draft Audit for your Board's review and approval.

The District finished FYE 2023 with \$1,223,462 (as compared to \$1,452,501 in FYE 2022) in reserves. The District also posted an operating loss of \$198,246 (as compared to \$308,678 in FYE 2022) for the year, which includes capital costs but excludes the non-cash depreciation line item. The current 2023/24 rate increase to \$1230/EDU and the upcoming FY 2024/25 increase to \$1,530/EDU will help to alleviate this deficit. We can discuss the details of the audit and any questions the Board may have further at our meeting.

**FAIRBANKS RANCH  
COMMUNITY SERVICES DISTRICT**

**Annual Financial Report  
with  
Independent Auditor's Report Thereon**

**June 30, 2023**

Draft 02-02-2024

**FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT**

**Annual Financial Report  
For the Year Ended June 30, 2023**

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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Fairbanks Ranch Community Services District  
Encinitas, California

### Opinions

We have audited the accompanying financial statements of the Fairbanks Ranch Community Services District (District), as of and for the fiscal years ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District as of June 30, 2023, and the respective changes in financial position and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Board of Directors  
Fairbanks Ranch Community Services District

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, identified as Required Supplementary Information (RSI) in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Fechter & Company  
Certified Public Accountants

Sacramento, California  
[DATE]

## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### Management's Discussion and Analysis For the Year Ended June 30, 2023

This section of the Fairbanks Ranch Community Services District's (the District) annual financial report presents an analysis of the District's financial performance during the fiscal year ended June 30, 2023. This information is presented in conjunction with the audited basic financial statements, which follows this section.

#### FINANCIAL HIGHLIGHTS FOR FISCAL YEAR 2022-2023

- The assets of the District exceeded liabilities at the close of the 2022-2023 fiscal year by \$4,554,356 (net position). Of this amount, \$1,222,654 (unrestricted net position) may be used to meet ongoing obligations to citizens and creditors and \$3,331,702 is invested in capital assets.

#### OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are composed of four components: Statement of Net Position, Statement of Revenues, Expenses, and Changes in Net Position, Statement of Cash Flows, and Notes to the Financial Statements.

#### REQUIRED BASIC FINANCIAL STATEMENTS

The Statement of Net Position presents information about all the District's assets and liabilities and provides information about the nature and amounts of investments in resources (Assets) and the obligations to District creditors (Liabilities). Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The Statement of Revenues, Expenses, and Changes in Net Position presents information on how net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. The Statement of Revenues, Expenses, and Changes in Net Position measures the success of the District's operations over the past year and determines whether the District has recovered its costs through sewer services charges.

The Statement of Cash Flows provides information regarding the District's cash receipts and cash disbursements during the year. This statement may report cash activity in four categories: operating, capital and related financing, noncapital financing, and investing. This statement differs from the Statement of Revenues, Expenses, and Changes in Net Position because this statement only accounts for transactions that result in cash receipts or cash disbursements.

The financial statements mentioned above are reported on the books of the District as a proprietary fund and is used to account for the District's sewer service. Sewer service charges are used to fund the ongoing operations of the District, including administrative, operations, treatment, collections, and acquisitions of capital assets.

## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### Management's Discussion and Analysis For the Year Ended June 30, 2023

The Notes to the Financial Statements provide a description of the accounting policies used to prepare the financial statements and present material disclosures required by accounting principles generally accepted in the United States of America that are not otherwise present in the financial statements. The Notes to the Financial Statements can be found immediately following the basic financial statements.

#### GOVERNMENT-WIDE FINANCIAL ANALYSIS

A summary of the District's Statement of Net Position is presented below.

| Condensed Statements of Net Position |              |              |                           |            |
|--------------------------------------|--------------|--------------|---------------------------|------------|
| June 30, 2022 and 2023               |              |              |                           |            |
|                                      |              |              | Changes from 2022 to 2023 |            |
|                                      | 2022         | 2023         | Amount                    | Percentage |
| <u>Assets</u>                        |              |              |                           |            |
| Current assets                       | \$ 1,491,134 | \$ 1,282,057 | \$ (209,077)              | -16.3%     |
| Capital assets                       | 3,545,193    | 3,331,702    | (213,491)                 | -6.4%      |
| Total Assets                         | 5,036,327    | 4,613,759    | (422,568)                 | -9.2%      |
| <u>Liabilities</u>                   |              |              |                           |            |
| Current                              | 153,593      | 59,403       | (94,190)                  | -158.6%    |
| Total Liabilities                    | 153,593      | 59,403       | (94,190)                  | -158.6%    |
| <u>Net Position</u>                  |              |              |                           |            |
| Investment in capital assets         | 3,545,193    | 3,331,702    | (213,491)                 | -6.4%      |
| Unrestricted                         | 1,337,541    | 1,222,654    | (114,887)                 | -9.4%      |
| Total Net Position                   | \$ 4,882,734 | \$ 4,554,356 | \$ (328,378)              | -7.2%      |

The following is a brief explanation for the balance changes of the Condensed Statement of Net Position for the year ended June 30, 2023:

- Current assets decreased by \$209,077 largely due to cash used to acquire capital assets and to pay down accounts payable.
- The decrease in capital assets is due to additions of \$50,643, offset by depreciation of \$264,134.
- Total liabilities decreased by \$94,190 due to a decrease in accounts payable.
- The total net position of the District decreased by \$328,378 mainly due to an operating loss of \$354,548.

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

## Management's Discussion and Analysis For the Year Ended June 30, 2023

A summary of the District's Statement of Revenues, Expenses, and Changes in Net Position is presented below.

### Condensed Statement of Activities Fiscal Years Ended June 30, 2022 and 2023

|                         | 2022                | 2023                | Changes from 2022 to 2023 |               |
|-------------------------|---------------------|---------------------|---------------------------|---------------|
|                         |                     |                     | Amount                    | Percentage    |
| <u>Program Revenues</u> |                     |                     |                           |               |
| Charges for services    | \$ 548,725          | \$ 670,587          | \$ 121,862                | 22.2%         |
|                         | <u>548,725</u>      | <u>670,587</u>      | <u>121,862</u>            | <u>22.2%</u>  |
| <u>General Revenues</u> |                     |                     |                           |               |
| Investment earnings     | 5,954               | 26,170              | 20,216                    | 339.5%        |
| Total General Revenues  | <u>5,954</u>        | <u>26,170</u>       | <u>20,216</u>             | <u>339.5%</u> |
| Total Revenues          | <u>554,679</u>      | <u>696,757</u>      | <u>142,078</u>            | <u>25.6%</u>  |
| <u>Expenses</u>         |                     |                     |                           |               |
| Sewer                   | 1,074,596           | 1,025,135           | (49,461)                  | -4.6%         |
| Total Expenses          | <u>1,074,596</u>    | <u>1,025,135</u>    | <u>(49,461)</u>           | <u>-4.6%</u>  |
| Changes in Net Position | (519,917)           | (328,378)           | 191,539                   | 36.8%         |
| Beginning Net Position  | 5,402,651           | 4,882,734           | (519,917)                 | -9.6%         |
| Ending Net Position     | <u>\$ 4,882,734</u> | <u>\$ 4,554,356</u> | <u>\$ (328,378)</u>       | <u>-6.7%</u>  |

The following is a brief explanation for the balance changes of the Condensed Statement of Revenues, Expenses, and Changes in Net Position for the year ended June 30, 2023:

- Charges for services increased by \$121,862 due primarily to an increase in rates for sewer service from \$800 to \$990 per Equivalent Dwelling Unit (EDU).
- Investment earnings increased by \$20,216 due primarily to an increase in interest rates.
- Expenses decreased by \$49,461 from the prior year mainly due to decreases in repair and maintenance expenses.

## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

### Management's Discussion and Analysis For the Year Ended June 30, 2023

#### CAPITAL ASSETS

The District's capital assets are composed of sewer lines, pump stations, force mains, and the treatment plant. The District currently operates and maintains two sewer pump stations and approximately 16 miles of pipeline. Annual depreciation is calculated using the straight-line method over the estimated useful lives of the capital assets. Actual repairs, upgrades, or replacements to capital assets are based upon a review of an asset's physical conditions, as well as its expected useful life.

|                                        | Balance at<br>July 1, 2022 | Additions           | Deletions &<br>Completed<br>Construction | Balance at<br>June 30, 2023 |
|----------------------------------------|----------------------------|---------------------|------------------------------------------|-----------------------------|
| Capital assets, not being depreciated: |                            |                     |                                          |                             |
| Land                                   | \$ 1,121,000               | \$ -                | \$ -                                     | \$ 1,121,000                |
| Construction in progress               | 36,364                     | -                   | (5,500)                                  | 30,864                      |
| Subtotal                               | <u>1,157,364</u>           | <u>-</u>            | <u>(5,500)</u>                           | <u>1,151,864</u>            |
| Capital assets, being depreciated:     |                            |                     |                                          |                             |
| Structures and improvements            | 5,880,558                  | -                   | -                                        | 5,880,558                   |
| Equipment                              | 2,702,982                  | 50,643              | 5,500                                    | 2,759,125                   |
| Service vehicle                        | 31,912                     | -                   | -                                        | 31,912                      |
| Subtotal                               | <u>8,615,452</u>           | <u>50,643</u>       | <u>5,500</u>                             | <u>8,671,595</u>            |
| Less Accumulated Depreciation          | <u>(6,227,623)</u>         | <u>(264,134)</u>    | <u>-</u>                                 | <u>(6,491,757)</u>          |
| Net Capital Assets, being depreciated  | <u>2,387,829</u>           | <u>(213,491)</u>    | <u>5,500</u>                             | <u>2,179,838</u>            |
| Net Capital Assets                     | <u>\$ 3,545,193</u>        | <u>\$ (213,491)</u> | <u>\$ -</u>                              | <u>\$ 3,331,702</u>         |

#### ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The current economy does not have a significant effect on the District's finances due to: 1) the relative affluence of the area, and 2) the fact that the District's annual sewer service charge is collected on the County property tax bills, and is part of the County's Teeter Plan program which guarantees that service charges placed on the tax roll are paid out to the District.

#### ADDITIONAL FINANCIAL INFORMATION

This financial report is designed to provide the District's customers, investors and other interested parties with an overview of the District's financial operations and financial condition. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact Chuck Duffy at the Fairbanks Ranch Community Services District at 605 Third Street, Encinitas, CA 92024. He can be reached at 760-479-4125.

**BASIC FINANCIAL STATEMENTS**

Draft 02-02-2024

**FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT**  
**STATEMENT OF NET POSITION**  
**PROPRIETARY FUND**  
**JUNE 30, 2023**

**ASSETS**

Current assets

|                                          |                  |
|------------------------------------------|------------------|
| Cash and investments                     | \$ 1,223,462     |
| Taxes and special assessments receivable | 26,063           |
| Interest receivable                      | 9,097            |
| Prepaid insurance                        | 23,435           |
| Total current assets                     | <u>1,282,057</u> |

Non-current assets

|                                  |                  |
|----------------------------------|------------------|
| Capital assets, nondepreciable   | 1,151,864        |
| Capital assets, depreciable, net | <u>2,179,838</u> |
| Total noncurrent assets          | <u>3,331,702</u> |

**Total Assets**

4,613,759

**LIABILITIES**

Current liabilities

|                                          |               |
|------------------------------------------|---------------|
| Accounts payable and accrued liabilities | 59,403        |
| Total current liabilities                | <u>59,403</u> |

**Total Liabilities**

59,403

**NET POSITION**

|                              |                            |
|------------------------------|----------------------------|
| Investment in capital assets | 3,331,702                  |
| Unrestricted                 | <u>1,222,654</u>           |
| <b>Total Net Position</b>    | <u><u>\$ 4,554,356</u></u> |

The accompanying notes are an integral part of these financial statements.

**FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**PROPRIETARY FUND**  
**FOR THE YEAR ENDED JUNE 30, 2023**

**OPERATING REVENUES**

|                                   |                |
|-----------------------------------|----------------|
| Sewer service and standby charges | \$ 670,587     |
| Total operating revenues          | <u>670,587</u> |

**OPERATING EXPENSES**

|                                   |                |
|-----------------------------------|----------------|
| Sewerage collection and treatment | 635,053        |
| General and administrative        | 125,948        |
| Depreciation                      | <u>264,134</u> |

|                          |                  |
|--------------------------|------------------|
| Total operating expenses | <u>1,025,135</u> |
|--------------------------|------------------|

|                |           |
|----------------|-----------|
| Operating loss | (354,548) |
|----------------|-----------|

**NON-OPERATING REVENUE**

|                     |               |
|---------------------|---------------|
| Investment earnings | <u>26,170</u> |
|---------------------|---------------|

|                              |               |
|------------------------------|---------------|
| Total non-operating revenues | <u>26,170</u> |
|------------------------------|---------------|

|                        |           |
|------------------------|-----------|
| Change in net position | (328,378) |
|------------------------|-----------|

|                          |                  |
|--------------------------|------------------|
| Net position - beginning | <u>4,882,734</u> |
|--------------------------|------------------|

|                       |                            |
|-----------------------|----------------------------|
| Net position - ending | <u><u>\$ 4,554,356</u></u> |
|-----------------------|----------------------------|

The accompanying notes are an integral part of these financial statements.

**FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT**  
**STATEMENT OF CASH FLOWS**  
**PROPRIETARY FUND**  
**FOR THE YEAR ENDED JUNE 30, 2023**

|                                                                                   |                            |
|-----------------------------------------------------------------------------------|----------------------------|
| <b>Cash Flows From Operating Activities</b>                                       |                            |
| Cash receipts from customers                                                      | \$ 659,901                 |
| Cash payments for services and supplies                                           | <u>(858,147)</u>           |
| <b>Net cash used by operating activities</b>                                      | <u>(198,246)</u>           |
| <b>Cash Flows from Capital and Related Financing Activities</b>                   |                            |
| Acquisition and construction of capital assets                                    | <u>(50,643)</u>            |
| <b>Net cash used by capital and related financing activities</b>                  | <u>(50,643)</u>            |
| <b>Cash Flows from Investing Activities</b>                                       |                            |
| Interest received                                                                 | <u>19,850</u>              |
| <b>Net cash provided by investing activities</b>                                  | <u>19,850</u>              |
| <b>Net decrease in cash and cash equivalents</b>                                  | (229,039)                  |
| Cash and cash equivalents, beginning of year                                      | <u>1,452,501</u>           |
| Cash and cash equivalents, end of year                                            | <u><u>\$ 1,223,462</u></u> |
| <b>Reconciliation of operating loss to net cash used by operating activities</b>  |                            |
| Operating loss                                                                    | \$ (354,548)               |
| Adjustments to reconcile operating loss to net cash used by operating activities: |                            |
| Depreciation                                                                      | 264,134                    |
| Changes in operating assets and liabilities:                                      |                            |
| Increase in taxes and special assessments receivable                              | (10,686)                   |
| Increase in prepaid insurance                                                     | (2,956)                    |
| Decrease in accounts payable                                                      | <u>(94,190)</u>            |
| Total adjustments                                                                 | <u>(107,832)</u>           |
| <b>Net cash used by operating activities</b>                                      | <u><u>\$ (198,246)</u></u> |

The accompanying notes are an integral part of these financial statements.

## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

Notes to the Financial Statements  
For the Year Ended June 30, 2023

### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Reporting Entity

The Fairbanks Ranch Community Services District (the District) was formed in 1987 as the result of a reorganization involving the dissolution of the Fairbanks Ranch Sanitation District (FRSD). As a successor agency, the District encompasses the boundaries of the FRSD. The service boundary encompasses over 1,200 acres located near the intersection of San Dieguito Road and El Apajo Road and serves approximately 610 homes, along with the Fairbanks Plaza, the Solana Santa Fe Elementary School, Fairbanks Ranch Association and the Fairbanks Ranch Fire Station. Sewer services are funded by an annual sewer service charge levied on each parcel receiving sewer service.

#### B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Measurement focus is a term used to describe which transactions are recorded within the various financial statements. Basis of accounting refers to when transactions are recorded regardless of the measurement focus applied. The accompanying financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under the economic measurement focus, all assets, deferred outflows of resources, liabilities, and deferred inflows of resources (whether current or noncurrent) associated with these activities are included on the Statement of Net Position. The Statement of Revenues, Expenses, and Changes in Net Position present increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

The accounts of the District are that of an enterprise fund. An enterprise fund is a proprietary type fund used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Proprietary funds' operating revenue, such as charges for services, results from exchange transactions associated with the principal activities of the funds. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies, taxes, and investment earnings, result from nonexchange transactions or ancillary activities.

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

## Notes to the Financial Statements For the Year Ended June 30, 2023

### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### C. Future Accounting Pronouncements

If applicable, GASB Statements listed below will be implemented in future financial statements:

|                  |                                                   |                                                                                                    |
|------------------|---------------------------------------------------|----------------------------------------------------------------------------------------------------|
| Statement No.100 | <i>“Accounting Changes and Error Corrections”</i> | The provisions of this statement are effective for fiscal years beginning after June 15, 2023.     |
| Statement No.101 | <i>“Compensated Absences”</i>                     | The provisions of this statement are effective for fiscal years beginning after December 15, 2023. |

#### D. Cash and Cash Equivalents

For purposes of the Statement of Cash Flows, cash and cash equivalents have been defined as demand deposits and highly liquid investments with an original maturity of 90 days or less. Cash includes amounts in demand and time deposits. Investments are stated at fair value (quoted market price or best available estimate thereof, see Note 2).

#### E. Investments

Investments are reported in the accompanying financial statements at fair value. Changes in fair value that occur during a fiscal year are recognized as income from property and investments reported for that fiscal year. Income from property and investments includes interest earnings, changes in fair value, and any gains or losses realized upon liquidation, maturity, or sale of investments. There are no significant differences between fair value and cost at June 30, 2023.

#### F. Receivables and Payables

Management estimates all receivables at June 30, 2023, to be collectible, as any receivables deemed uncollectible have been written off.

#### G. Claims and Judgments

When it is probable that a claim liability has been incurred at year-end, and the amount of the loss can be reasonably estimated, the District records the estimated loss, net of any insurance coverage. At June 30, 2023, in the opinion of the District’s counsel, the District had no material unreported claims that would require a loss provision in the financial statements, including losses for claims that are incurred but not reported. Small dollar claims and judgments are recorded as expenditures when paid, if any.

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

Notes to the Financial Statements  
For the Year Ended June 30, 2023

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### H. Capital Assets

Capital assets have an estimated useful life greater than one year and have a cost greater than \$5,000. Capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are recorded at acquisition value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized. Construction-in-progress costs are capitalized and transferred to their respective fixed asset category upon completion of the project.

Depreciation is charged to operations using the straight-line method based on the estimated useful life of an asset. Land and construction in progress are not depreciated.

|                             |             |
|-----------------------------|-------------|
| Structures and improvements | 15-50 years |
| Equipment                   | 3-20 years  |

### I. Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and will not be recognized as an outflow of resources (expense/expenditure) until then. The District does not have any items that qualify for reporting in this category as of June 30, 2023.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and will not be recognized as an inflow of resources (revenue) until that time. The District does not have any items that qualify for reporting in this category as of June 30, 2023.

### J. Net Position

In the Statement of Net Position, net position is classified in the following categories:

Investment in capital assets – This amount consists of capital assets net of accumulated depreciation.

Restricted net position – This amount is restricted by external creditors, grantors, contributors, or laws or regulations of other governments.

Unrestricted net position – This amount is all net position that does not meet the definition of investment in capital assets or restricted net position.

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

Notes to the Financial Statements  
For the Year Ended June 30, 2023

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### K. Net Position Flow of Assumptions

Sometimes the District will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the statement of net position, a flow assumption must be made about the order in which the resources are considered to be applied.

It is the District's practice to consider restricted net position to have been depleted before unrestricted net position is applied.

### L. Operating Revenues and Expenses

Operating revenues, such as charges for services (sewer service charges), result from exchange transactions associated with the principal activity of the District. Nonoperating revenues, such as investment income, result from nonexchange transactions or ancillary activities in which the District receives value without directly giving equal value in exchange.

Operating expenses include the costs of providing sewer, and related services, administrative expenses, and depreciation on capital assets. All expenses not meeting this definition are reported as nonoperating expenses.

### M. Use of Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates and assumptions.

## NOTE 2 – CASH AND INVESTMENTS

Cash and investments as of June 30, 2023, consist of the following:

|                                      |                     |
|--------------------------------------|---------------------|
| Deposits with financial institutions | \$ 129,866          |
| Investments                          | <u>1,093,596</u>    |
| Total Cash and Investments           | <u>\$ 1,223,462</u> |

## **FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT**

Notes to the Financial Statements  
For the Year Ended June 30, 2023

### **NOTE 2 – CASH AND INVESTMENTS (CONTINUED)**

#### **Investments Authorized by the California Government Code and the District's Investment Policy**

The District is legally empowered by statute and resolution to invest in the California State Investment Pool – Local Agency Investment Fund (LAIF) and checking and money market deposits with said deposits being FDIC insured and/or collateralized.

#### **Disclosures Relating to Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. At June 30, 2023, District's investments in the Local Agency Investment Fund (LAIF) have a maturity of less than one year.

#### **Disclosures Relating to Credit Risk**

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. At June 30, 2023, the District's investment in LAIF is not rated.

#### **Custodial Credit Risk**

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure the District's deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2023, the District's deposits of \$129,866 are covered by the Federal Deposit Insurance Corporation.

#### **California Local Agency Investment Fund**

The District is a voluntary participant in LAIF that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the District's investment in this pool is reported in the accompanying financial statements at amounts based upon the District's pro rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized basis.

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

Notes to the Financial Statements  
For the Year Ended June 30, 2023

## NOTE 2 – CASH AND INVESTMENTS (CONTINUED)

### Fair Value Measurements

The District categorizes its fair value measurement within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the relative inputs used to measure the fair value of the investments. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements).

The District's investments in LAIF are not subject to the fair value hierarchy.

## NOTE 3 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2023, was as follows:

|                                        | Balance at<br>July 1, 2022 | Additions           | Deletions &<br>Completed<br>Construction | Balance at<br>June 30, 2023 |
|----------------------------------------|----------------------------|---------------------|------------------------------------------|-----------------------------|
| Capital assets, not being depreciated: |                            |                     |                                          |                             |
| Land                                   | \$ 1,121,000               | \$ -                | \$ -                                     | \$ 1,121,000                |
| Construction in progress               | 36,364                     | -                   | (5,500)                                  | 30,864                      |
| Subtotal                               | <u>1,157,364</u>           | <u>-</u>            | <u>(5,500)</u>                           | <u>1,151,864</u>            |
| Capital assets, being depreciated:     |                            |                     |                                          |                             |
| Structures and improvements            | 5,880,558                  | -                   | -                                        | 5,880,558                   |
| Equipment                              | 2,702,982                  | 50,643              | 5,500                                    | 2,759,125                   |
| Service vehicle                        | 31,912                     | -                   | -                                        | 31,912                      |
| Subtotal                               | <u>8,615,452</u>           | <u>50,643</u>       | <u>5,500</u>                             | <u>8,671,595</u>            |
| Less Accumulated Depreciation          | <u>(6,227,623)</u>         | <u>(264,134)</u>    | <u>-</u>                                 | <u>(6,491,757)</u>          |
| Net Capital Assets, being depreciated  | <u>2,387,829</u>           | <u>(213,491)</u>    | <u>5,500</u>                             | <u>2,179,838</u>            |
| Net Capital Assets                     | <u>\$ 3,545,193</u>        | <u>\$ (213,491)</u> | <u>\$ -</u>                              | <u>\$ 3,331,702</u>         |
| Business-Type Activities:              |                            |                     |                                          |                             |
| Sewer                                  |                            | 264,134             |                                          |                             |
| Total Depreciation Expense             |                            | <u>\$ 264,134</u>   |                                          |                             |

## **FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT**

Notes to the Financial Statements  
For the Year Ended June 30, 2023

### **NOTE 4 – COMMERCIAL INSURANCE POLICY**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District purchases commercial insurance for its exposure to risk. The District is insured against claims and judgments for general, automobile liability, and public officials and management liability (up to \$1,000,000 per occurrence). Property insurance was purchased with coverage of up to \$4,130,000, subject to a \$1,000 deductible. The District has also purchased excess liability insurance (up to \$10,000,000 per occurrence). Settled claims have not exceeded any of the District's coverage amounts in any of the last three fiscal years, and there were no significant reductions in the District's insurance coverage during the year ended June 30, 2023. The District's insurance coverage also includes inland marine, unscheduled equipment, scheduled equipment, and excess liability. There is no deductible on the general liability insurance. There are varying deductibles between \$500 and \$1,000 for automobile and miscellaneous coverage.

### **NOTE 5 – CONTINGENCIES**

#### **Litigation**

In the ordinary course of operations, the District is subject to claims and litigation from outside parties. After consultation with legal counsel, the District believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

### **NOTE 6 – SUBSEQUENT EVENTS**

Management has evaluated subsequent events through [DATE], the date which the financial statements were available to be issued. Based upon this evaluation, it was determined that no subsequent events occurred that require recognition or additional disclosure in the financial statements available to be issued.



## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

**STAFF**

CHUCK DUFFY, GM  
PAULA MELENDREZ

**BOARD OF DIRECTORS**

MARLENE KING  
JIM NIEMAN  
MICHAEL CONGER  
RICK HEYMAN  
DAN LABOUE

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# MEMORANDUM

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To: Board of Directors  
From: Chuck Duffy, General Manager  
Subject: Insurance Renewal  
Date: February 7, 2024

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I have attached a summary of the District's insurance coverage for package, auto, and excess policies.

# FAIRBANKS RANCH CSD

## Policy Digest for 2023/2024



|                                                                     | Limits       | Deductible      | Carrier                          | Policy Number       | Policy Term              |
|---------------------------------------------------------------------|--------------|-----------------|----------------------------------|---------------------|--------------------------|
| <b>Commercial Package</b>                                           |              |                 | <b>Midvale/CalMutuals/JPRIMA</b> | <b>APJMP0032401</b> | <b>4/1/2023-4/1/2024</b> |
| <b>Property</b>                                                     |              |                 |                                  |                     |                          |
| Blanket Property-replacement cost                                   | \$4,130,000  | \$1,000         |                                  |                     |                          |
| - Real Property & Business Personal Property                        |              |                 |                                  |                     |                          |
| Blanket Coverage Extension:                                         | \$1,000,000  | \$1,000         |                                  |                     |                          |
| - A separate blanket limit that applies to the following coverages: |              |                 |                                  |                     |                          |
| Business Income, Extended Business Income, Commandeered             |              |                 |                                  |                     |                          |
| Property, Civil Authority, Extra Expense, Tenant Leasehold          |              |                 |                                  |                     |                          |
| Interest, Electronic Data, Preservation of Property                 |              |                 |                                  |                     |                          |
| Equipment Breakdown / Boiler & Machinery                            | Included     | \$1,000/\$2,500 |                                  |                     |                          |
| Mobile Equipment-actual cash value                                  |              |                 |                                  |                     |                          |
| - Scheduled                                                         | \$284,000    | \$1,000         |                                  |                     |                          |
| - Unscheduled (maximum \$10,000 any one item)                       | \$75,000     | \$1,000         |                                  |                     |                          |
| - Borrowed, Rented & Leased                                         | \$100,000    | \$1,000         |                                  |                     |                          |
| Crime-Employee Theft                                                | \$250,000    | \$1,000         |                                  |                     |                          |
| <b>General Liability</b>                                            |              |                 |                                  |                     |                          |
| General Aggregate                                                   | \$10,000,000 |                 |                                  |                     |                          |
| Products & Completed Operations Aggregate                           | \$10,000,000 |                 |                                  |                     |                          |
| Personal & Advertising Injury                                       | \$1,000,000  |                 |                                  |                     |                          |
| Each Occurrence                                                     | \$1,000,000  |                 |                                  |                     |                          |
| Rented Premises Damage                                              | \$1,000,000  |                 |                                  |                     |                          |
| Medical Expense                                                     | \$10,000     |                 |                                  |                     |                          |
| Water & Wastewater Testing Errors & Omissions                       | Included     |                 |                                  |                     |                          |
| Inverse Condemnation                                                | Included     |                 |                                  |                     |                          |
| <b>Public Officials &amp; Management Liability</b>                  |              |                 |                                  |                     |                          |
| Policy Form                                                         | Occurrence   |                 |                                  |                     |                          |
| Wrongful Acts-each act                                              | \$1,000,000  | \$1,000         |                                  |                     |                          |
| Employment Practices (including third party)-each offense           | \$1,000,000  | \$1,000         |                                  |                     |                          |
| Employee Benefit Plans-each offense                                 | \$1,000,000  | \$1,000         |                                  |                     |                          |
| Aggregate                                                           | \$10,000,000 |                 |                                  |                     |                          |
| Privacy Liability & Network Security Wrongful Acts-per act          | \$1,000,000  | \$1,000         |                                  |                     |                          |
| Privacy Retroactive Date                                            | 7/1/2023     |                 |                                  |                     |                          |
| Policy Form                                                         | Claims Made  |                 |                                  |                     |                          |
| Inverse Condemnation                                                | Included     |                 |                                  |                     |                          |

# FAIRBANKS RANCH CSD

## Policy Digest for 2023/2024



|                                                                                                                                                                   | Limits       | Deductible | Carrier                          | Policy Number       | Policy Term              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------|----------------------------------|---------------------|--------------------------|
| <b>Commercial Auto</b>                                                                                                                                            |              |            | <b>Midvale/CalMutuals/JPRIMA</b> | <b>APJAU0032401</b> | <b>4/1/2023-4/1/2024</b> |
| Combined Single Limit                                                                                                                                             | \$1,000,000  |            |                                  |                     |                          |
| Uninsured/Underinsured Motorist                                                                                                                                   | \$1,000,000  |            |                                  |                     |                          |
| Medical Payments                                                                                                                                                  | \$5,000      |            |                                  |                     |                          |
| Hired/Non-Owned Liability                                                                                                                                         | \$1,000,000  |            |                                  |                     |                          |
| Hired Physical Damage                                                                                                                                             | \$100,000    |            |                                  |                     |                          |
| Owned Physical Damage-Comprehensive Deductible                                                                                                                    | ACV          | \$500      |                                  |                     |                          |
| Owned Physical Damage-Collision Deductible                                                                                                                        | ACV          | \$500      |                                  |                     |                          |
|                                                                                                                                                                   |              |            |                                  |                     |                          |
| <b>Excess</b>                                                                                                                                                     |              |            | <b>Midvale/CalMutuals/JPRIMA</b> | <b>APJXS0032401</b> | <b>4/1/2023-4/1/2024</b> |
| Each Occurrence                                                                                                                                                   | \$10,000,000 |            |                                  |                     |                          |
| Aggregate                                                                                                                                                         | \$10,000,000 |            |                                  |                     |                          |
|                                                                                                                                                                   |              |            |                                  |                     |                          |
| This summary is only a brief description of coverage. Any coverage is subject to the terms, conditions, limitations and exclusions of the applicable policy(ies). |              |            |                                  |                     |                          |

**FAIRBANKS RANCH  
COMMUNITY SERVICES DISTRICT**

**Sewer Improvement District #1**

**FINANCIAL STATEMENTS**

**December 31, 2023**

# Fairbanks Ranch Community Services District

## Balance Sheet

Accrual Basis

As of December 31, 2023

|                                       | Dec 31, 23          |
|---------------------------------------|---------------------|
| <b>ASSETS</b>                         |                     |
| Current Assets                        |                     |
| Checking/Savings                      |                     |
| 1001 · Cash-Checking                  | 163,701.84          |
| 1002 · CAMP                           | 812,190.47          |
| 1010 · LAIF-Investment Fund           | 137,148.23          |
| Total Checking/Savings                | 1,113,040.54        |
| Accounts Receivable                   |                     |
| 11000 · *Accounts Receivable          | 192,434.25          |
| Total Accounts Receivable             | 192,434.25          |
| Other Current Assets                  |                     |
| 1210 · Interest Receivable            | 1,340.05            |
| Total Other Current Assets            | 1,340.05            |
| Total Current Assets                  | 1,306,814.84        |
| Fixed Assets                          |                     |
| 1511 · Construction in Progress       | 30,863.91           |
| 1540 · Service Vehicle                | 31,911.98           |
| 1510 · Land                           | 1,121,000.00        |
| 1520 · Structures & Improvements      | 5,880,558.24        |
| 1530 · Equipment                      | 2,759,124.29        |
| 1590 · Accumulated Depreciation       | -6,491,756.95       |
| Total Fixed Assets                    | 3,331,701.47        |
| <b>TOTAL ASSETS</b>                   | <b>4,638,516.31</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |                     |
| Liabilities                           |                     |
| Current Liabilities                   |                     |
| Accounts Payable                      |                     |
| 2000 · *Accounts Payable              | 72,374.44           |
| Total Accounts Payable                | 72,374.44           |
| Total Current Liabilities             | 72,374.44           |
| Total Liabilities                     | 72,374.44           |
| Equity                                |                     |
| 3600 · Contributed Capital            | 2,447,727.00        |
| 3000 · Operating Fund                 | 1,963,629.02        |
| 3100 · Wasterwater Capital Reserve Fd | 143,000.00          |
| Net Income                            | 11,785.85           |
| Total Equity                          | 4,566,141.87        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>4,638,516.31</b> |

**Fairbanks Ranch CSD**  
**Revenues and Expenditures**  
**7/1/2023 - 12/31/2023**

|                                       | <b>July 1, 2023<br/>through<br/>December<br/>31, 2023</b> | <b>Expected<br/>To Date</b> | <b>Variance<br/>Favorable/<br/>(Unfavorable)</b> | <b>2023/2024<br/>Budget</b> |
|---------------------------------------|-----------------------------------------------------------|-----------------------------|--------------------------------------------------|-----------------------------|
| <b>Revenues:</b>                      |                                                           |                             |                                                  |                             |
| 4100 Sewer Service Charges            | \$442,886                                                 | \$440,000                   | \$442,000                                        | \$832,280                   |
| 4200 Interest on Reserves             | \$22,996                                                  | \$19,150                    | \$3,846                                          | \$38,300                    |
| 4300 Other Income                     | \$0                                                       | \$0                         | \$0                                              | \$0                         |
| <b>Total Revenues</b>                 | <b>\$465,882</b>                                          | <b>\$459,150</b>            | <b>\$445,846</b>                                 | <b>\$870,580</b>            |
| <b>Operations:</b>                    |                                                           |                             |                                                  |                             |
| 5100 Treatment Plant Labor            | \$104,880                                                 | \$104,880                   | \$0                                              | \$209,760                   |
| 5120 Power                            | \$88,034                                                  | \$87,500                    | (\$534)                                          | \$175,000                   |
| 5140 Water                            | \$4,828                                                   | \$8,000                     | \$3,172                                          | \$16,000                    |
| 5160 Telephone & Alarm Monitoring     | \$1,900                                                   | \$2,500                     | \$600                                            | \$5,000                     |
| 5180 Laboratory Services              | \$8,800                                                   | \$9,500                     | \$700                                            | \$19,000                    |
| 5200 Permit Fees                      | \$30,531                                                  | \$35,000                    | \$4,469                                          | \$35,000                    |
| 5220 Sewer Cleaning & Dig Alert       | \$13,068                                                  | \$20,000                    | \$6,933                                          | \$40,000                    |
| 5240 Sludge Disposal                  | \$20,688                                                  | \$25,000                    | \$4,312                                          | \$50,000                    |
| 5260 Chemicals & Consumables          | \$6,158                                                   | \$6,500                     | \$342                                            | \$13,000                    |
| 5280 Equipment Repair & Maint.        | \$42,353                                                  | \$92,500                    | \$50,147                                         | \$185,000                   |
| 5300 Landscape/Weed Abatement         | \$5,095                                                   | \$6,000                     | \$905                                            | \$12,000                    |
| 5310 Tree Trimming and Brush Removal  | \$8,174                                                   | \$2,500                     | (\$5,674)                                        | \$5,000                     |
| 5320 Vehicle Expense                  | \$4,448                                                   | \$5,000                     | \$552                                            | \$10,000                    |
| 5330 Trash Disposal                   | \$2,064                                                   | \$2,000                     | (\$64)                                           | \$4,000                     |
| 5340 Contingency/Misc                 | \$0                                                       | \$500                       | \$500                                            | \$1,000                     |
| <b>Total Operations Expenses</b>      | <b>\$341,020</b>                                          | <b>\$407,380</b>            | <b>\$66,360</b>                                  | <b>\$779,760</b>            |
| <b>Administrative Expenses:</b>       |                                                           |                             |                                                  |                             |
| 6100 Management Fees                  | \$36,738                                                  | \$36,738                    | \$0                                              | \$73,476                    |
| 6110 Pub's, Notices, Dues, Fee        | \$2,465                                                   | \$2,500                     | \$35                                             | \$5,000                     |
| 6130 Insurance Expense                | \$23,435                                                  | \$26,000                    | \$2,565                                          | \$28,000                    |
| 6140 Professional Services            | \$257                                                     | \$5,000                     | \$4,744                                          | \$10,000                    |
| 6150 Auditing Fees                    | \$2,000                                                   | \$3,000                     | \$1,000                                          | \$20,000                    |
| 6160 Directors Compensation           | \$800                                                     | \$750                       | (\$50)                                           | \$1,250                     |
| 6190 Bank Fees, printing and supplies | \$86                                                      | \$50                        | (\$36)                                           | \$100                       |
| <b>Total Administrative Expenses</b>  | <b>\$65,781</b>                                           | <b>\$74,038</b>             | <b>\$8,257</b>                                   | <b>\$137,826</b>            |
| <b>Total Expenditures</b>             | <b>\$406,801</b>                                          | <b>\$481,418</b>            | <b>\$74,617</b>                                  | <b>\$917,586</b>            |
| <b>Net Gain/(Loss) on Operations</b>  | <b>\$59,081</b>                                           | <b>(\$22,268)</b>           |                                                  | <b>(\$47,006)</b>           |

**Fairbanks Ranch CSD**  
**Revenues and Expenditures**  
**7/1/2023 - 12/31/2023**

|                                                                                  | <b>July 1, 2023<br/>through<br/>December<br/>31, 2023</b> | <b>Expected<br/>To Date</b> | <b>Variance<br/>Favorable/<br/>(Unfavorable)</b> | <b>2023/2024<br/>Budget</b> |
|----------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------|--------------------------------------------------|-----------------------------|
| <b>CAPITAL PROJECTS</b>                                                          |                                                           |                             |                                                  |                             |
| Upgrade to digester aeration system<br>(blowers purchased, this is installation) | \$45,659                                                  | \$40,000                    | (\$5,659)                                        | \$40,000                    |
| Clarifier #3 Drive Unit Install                                                  | \$0                                                       | \$0                         | \$0                                              | \$30,000                    |
| Treatment Plant Screening Hedge<br>Along Circa Del Norte                         | \$0                                                       | \$0                         | \$0                                              | \$25,000                    |
| <b>TOTAL CAPITAL PROJECTS</b>                                                    | <b>\$0</b>                                                | <b>\$0</b>                  | <b>\$0</b>                                       | <b>\$95,000</b>             |

California State Treasurer  
**Fiona Ma, CPA**



Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001  
(916) 653-3001

February 01, 2024

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

FAIRBANKS RANCH COMMUNITY SERVICES  
DISTRICT  
GENERAL MANAGER  
605 THIRD STREET  
ENCINITAS, CA 92024

[Tran Type Definitions](#)

Account Number: 16-37-005

January 2024 Statement

| Effective Date | Transaction Date | Tran Type | Confirm Number | Web Confirm Number | Authorized Caller | Amount   |
|----------------|------------------|-----------|----------------|--------------------|-------------------|----------|
| 1/12/2024      | 1/11/2024        | QRD       | 1745178        | N/A                | SYSTEM            | 1,367.05 |

**Account Summary**

|                   |          |                    |            |
|-------------------|----------|--------------------|------------|
| Total Deposit:    | 1,367.05 | Beginning Balance: | 137,148.19 |
| Total Withdrawal: | 0.00     | Ending Balance:    | 138,515.24 |



MALIA M. COHEN  
California State Controller

LOCAL AGENCY INVESTMENT FUND  
REMITTANCE ADVICE

|                |                              |
|----------------|------------------------------|
| Agency Name    | FAIRBANKS RANCH COM SER DIST |
| Account Number | 16-37-005                    |

As of 01/12/2024, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 12/31/2023.

|                               |    |                    |
|-------------------------------|----|--------------------|
| Earnings Ratio                |    | .00010932476863589 |
| Interest Rate                 |    | 4.00%              |
| Dollar Day Total              | \$ | 12,504,496.88      |
| Quarter End Principal Balance | \$ | 137,148.19         |
| Quarterly Interest Earned     | \$ | 1,367.05           |



## PMIA/LAIF Performance Report as of 1/17/24



### Quarterly Performance Quarter Ended 12/31/23

|                                            |                     |
|--------------------------------------------|---------------------|
| LAIF Apportionment Rate <sup>(2)</sup> :   | 4.00                |
| LAIF Earnings Ratio <sup>(2)</sup> :       | 0.00010932476863589 |
| LAIF Administrative Cost <sup>(1)*</sup> : | 0.29                |
| LAIF Fair Value Factor <sup>(1)</sup> :    | 0.993543131         |
| PMIA Daily <sup>(1)</sup> :                | 3.96                |
| PMIA Quarter to Date <sup>(1)</sup> :      | 3.81                |
| PMIA Average Life <sup>(1)</sup> :         | 230                 |

### PMIA Average Monthly Effective Yields<sup>(1)</sup>

|           |         |
|-----------|---------|
| December  | 3.929   |
| November  | 3.843   |
| October   | 3.670   |
| September | 3.534   |
| August    | 3.434   |
| July      | 3.305** |

### Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 12/31/23 \$158.0 billion

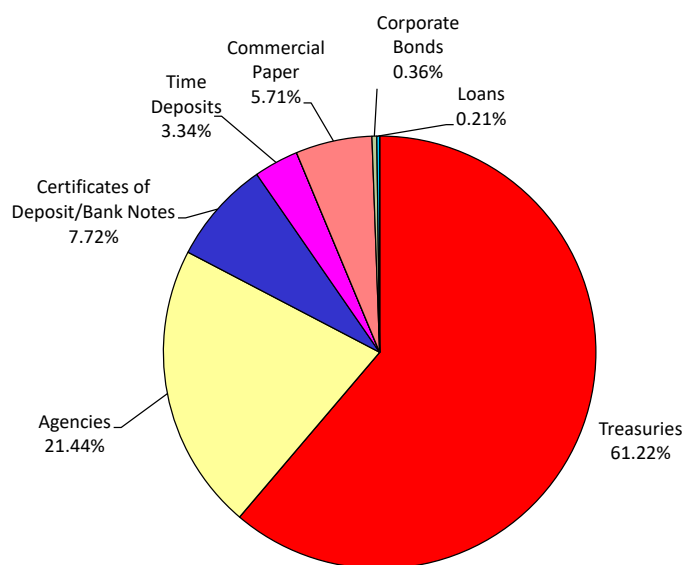


Chart does not include \$2,164,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

\*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

\*\* Revised

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller



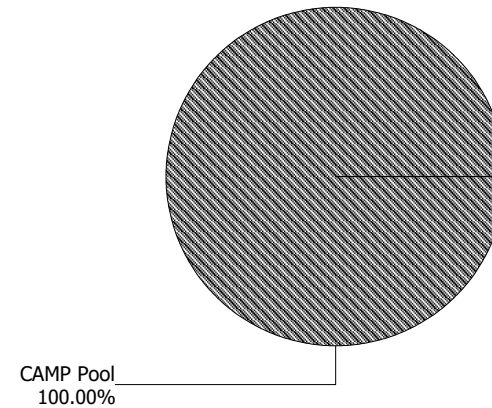
## Account Statement - Transaction Summary

For the Month Ending **January 31, 2024**

Fairbanks Ranch Community Services District - Fairbanks Ranch CSD - 6198-001

| CAMP Pool                   |                       |
|-----------------------------|-----------------------|
| Opening Market Value        | 812,190.47            |
| Purchases                   | 203,898.24            |
| Redemptions                 | 0.00                  |
| Unsettled Trades            | 0.00                  |
| Change in Value             | 0.00                  |
| <b>Closing Market Value</b> | <b>\$1,016,088.71</b> |
| Cash Dividends and Income   | 3,898.24              |

| Asset Summary    |                       |                     |
|------------------|-----------------------|---------------------|
|                  | January 31, 2024      | December 31, 2023   |
| <b>CAMP Pool</b> | 1,016,088.71          | 812,190.47          |
| <b>Total</b>     | <b>\$1,016,088.71</b> | <b>\$812,190.47</b> |
| Asset Allocation |                       |                     |





## Account Statement

For the Month Ending **January 31, 2024**

Fairbanks Ranch Community Services District - Fairbanks Ranch CSD - 6198-001

| Trade Date             | Settlement Date | Transaction Description                         | Share or Unit Price | Dollar Amount of Transaction | Total Shares Owned  |
|------------------------|-----------------|-------------------------------------------------|---------------------|------------------------------|---------------------|
| <b>CAMP Pool</b>       |                 |                                                 |                     |                              |                     |
| <b>Opening Balance</b> |                 |                                                 |                     |                              | <b>812,190.47</b>   |
| 01/29/24               | 01/29/24        | Purchase - Incoming Wires                       | 1.00                | 200,000.00                   | 1,012,190.47        |
| 01/31/24               | 02/01/24        | Accrual Income Div Reinvestment - Distributions | 1.00                | 3,898.24                     | 1,016,088.71        |
| <b>Closing Balance</b> |                 |                                                 |                     |                              | <b>1,016,088.71</b> |

|                                   | Month of January    | Fiscal YTD July-January |                                   |              |
|-----------------------------------|---------------------|-------------------------|-----------------------------------|--------------|
| <b>Opening Balance</b>            | 812,190.47          | 0.00                    | <b>Closing Balance</b>            | 1,016,088.71 |
| <b>Purchases</b>                  | 203,898.24          | 1,091,088.71            | <b>Average Monthly Balance</b>    | 831,671.06   |
| <b>Redemptions (Excl. Checks)</b> | 0.00                | (75,000.00)             | <b>Monthly Distribution Yield</b> | 5.54%        |
| <b>Check Disbursements</b>        | 0.00                | 0.00                    |                                   |              |
| <b>Closing Balance</b>            | <b>1,016,088.71</b> | <b>1,016,088.71</b>     |                                   |              |
| <b>Cash Dividends and Income</b>  | 3,898.24            | 16,088.71               |                                   |              |



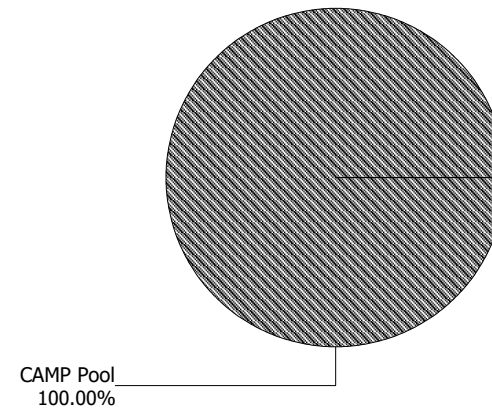
## Account Statement - Transaction Summary

For the Month Ending **December 31, 2023**

Fairbanks Ranch Community Services District - Fairbanks Ranch CSD - 6198-001

| CAMP Pool                   |                     |
|-----------------------------|---------------------|
| Opening Market Value        | 808,378.56          |
| Purchases                   | 3,811.91            |
| Redemptions                 | 0.00                |
| Unsettled Trades            | 0.00                |
| Change in Value             | 0.00                |
| <b>Closing Market Value</b> | <b>\$812,190.47</b> |
| Cash Dividends and Income   | 3,811.91            |

| Asset Summary    |                     |                     |
|------------------|---------------------|---------------------|
|                  | December 31, 2023   | November 30, 2023   |
| CAMP Pool        | 812,190.47          | 808,378.56          |
| <b>Total</b>     | <b>\$812,190.47</b> | <b>\$808,378.56</b> |
| Asset Allocation |                     |                     |





## Account Statement

For the Month Ending **December 31, 2023**

Fairbanks Ranch Community Services District - Fairbanks Ranch CSD - 6198-001

| Trade Date             | Settlement Date | Transaction Description                         | Share or Unit Price | Dollar Amount of Transaction | Total Shares Owned |
|------------------------|-----------------|-------------------------------------------------|---------------------|------------------------------|--------------------|
| <b>CAMP Pool</b>       |                 |                                                 |                     |                              |                    |
| <b>Opening Balance</b> |                 |                                                 |                     |                              | <b>808,378.56</b>  |
| 12/29/23               | 01/02/24        | Accrual Income Div Reinvestment - Distributions | 1.00                | 3,811.91                     | 812,190.47         |
| <b>Closing Balance</b> |                 |                                                 |                     |                              | <b>812,190.47</b>  |

|                                   | Month of December | Fiscal YTD July-December |                                   |            |
|-----------------------------------|-------------------|--------------------------|-----------------------------------|------------|
| <b>Opening Balance</b>            | 808,378.56        | 0.00                     | <b>Closing Balance</b>            | 812,190.47 |
| <b>Purchases</b>                  | 3,811.91          | 887,190.47               | <b>Average Monthly Balance</b>    | 808,747.45 |
| <b>Redemptions (Excl. Checks)</b> | 0.00              | (75,000.00)              | <b>Monthly Distribution Yield</b> | 5.55%      |
| <b>Check Disbursements</b>        | 0.00              | 0.00                     |                                   |            |
| <b>Closing Balance</b>            | <b>812,190.47</b> | <b>812,190.47</b>        |                                   |            |
| <b>Cash Dividends and Income</b>  | 3,811.91          | 12,190.47                |                                   |            |



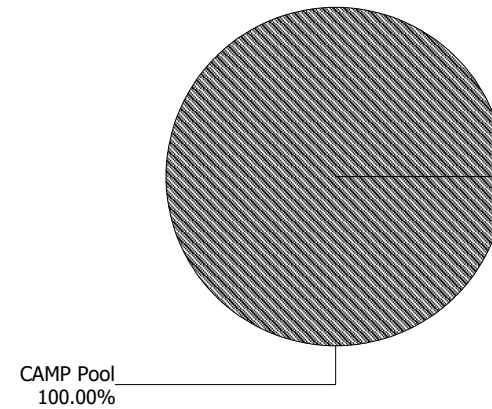
## Account Statement - Transaction Summary

For the Month Ending **November 30, 2023**

Fairbanks Ranch Community Services District - Fairbanks Ranch CSD - 6198-001

| CAMP Pool                   |                     |
|-----------------------------|---------------------|
| Opening Market Value        | 879,664.69          |
| Purchases                   | 3,713.87            |
| Redemptions                 | (75,000.00)         |
| Unsettled Trades            | 0.00                |
| Change in Value             | 0.00                |
| <b>Closing Market Value</b> | <b>\$808,378.56</b> |
| Cash Dividends and Income   | 3,713.87            |

| Asset Summary    |                     |                     |
|------------------|---------------------|---------------------|
|                  | November 30, 2023   | October 31, 2023    |
| <b>CAMP Pool</b> | 808,378.56          | 879,664.69          |
| <b>Total</b>     | <b>\$808,378.56</b> | <b>\$879,664.69</b> |
| Asset Allocation |                     |                     |





## Account Statement

For the Month Ending **November 30, 2023**

Fairbanks Ranch Community Services District - Fairbanks Ranch CSD - 6198-001

| Trade Date             | Settlement Date | Transaction Description                         | Share or Unit Price | Dollar Amount of Transaction | Total Shares Owned |
|------------------------|-----------------|-------------------------------------------------|---------------------|------------------------------|--------------------|
| <b>CAMP Pool</b>       |                 |                                                 |                     |                              |                    |
| <b>Opening Balance</b> |                 |                                                 |                     |                              | <b>879,664.69</b>  |
| 11/03/23               | 11/03/23        | Redemption - Outgoing Wires                     | 1.00                | (75,000.00)                  | 804,664.69         |
| 11/30/23               | 12/01/23        | Accrual Income Div Reinvestment - Distributions | 1.00                | 3,713.87                     | 808,378.56         |
| <b>Closing Balance</b> |                 |                                                 |                     |                              | <b>808,378.56</b>  |

|                                   | Month of November | Fiscal YTD July-November |                                   |            |
|-----------------------------------|-------------------|--------------------------|-----------------------------------|------------|
| <b>Opening Balance</b>            | 879,664.69        | 0.00                     | <b>Closing Balance</b>            | 808,378.56 |
| <b>Purchases</b>                  | 3,713.87          | 883,378.56               | <b>Average Monthly Balance</b>    | 809,788.49 |
| <b>Redemptions (Excl. Checks)</b> | (75,000.00)       | (75,000.00)              | <b>Monthly Distribution Yield</b> | 5.58%      |
| <b>Check Disbursements</b>        | 0.00              | 0.00                     |                                   |            |
| <b>Closing Balance</b>            | <b>808,378.56</b> | <b>808,378.56</b>        |                                   |            |
| <b>Cash Dividends and Income</b>  | 3,713.87          | 8,378.56                 |                                   |            |

Fairbanks Ranch CSD Warrants  
10/01/2023 through 12/31/2023

| Date       | Number | Payee                               | Payment   |
|------------|--------|-------------------------------------|-----------|
| 10/2/2023  | 6606   | Cintas Fire Protection              | 26.8      |
| 10/2/2023  | 6608   | JMD Landscapes, Inc.                | 3,320.00  |
| 10/2/2023  | 6609   | National Electric Works             | 484.05    |
| 10/2/2023  | 6610   | Pacific Backflow Company, Inc       | 90        |
| 10/2/2023  | 6611   | Rust Logistics                      | 1,860.42  |
| 10/2/2023  | 6613   | The San Diego Union-Tribune, LLC    | 300.73    |
| 10/2/2023  | 6614   | Underground Service Alert of So.Cal | 55.5      |
| 10/2/2023  | 6615   | Wittwer & Parkin, LLP               | 256.5     |
| 10/5/2023  | EFT    | EDCO                                | 331.19    |
| 10/19/2023 | EFT    | SDG&E                               | 15,552.97 |
| 10/19/2023 | EFT    | SDG&E                               | 245.8     |
| 10/21/2023 | EFT    | AT & T (SBC)                        | 58.85     |
| 10/23/2023 | EFT    | AT & T (SBC)                        | 52.88     |
| 10/23/2023 | EFT    | AT & T (SBC)                        | 57.49     |
| 10/23/2023 | EFT    | AT & T (SBC)                        | 142.73    |
| 10/23/2023 | 6617   | Dudek                               | 47,206.00 |
| 10/23/2023 | 6618   | Golden Bell Products, Inc.          | 732.7     |
| 10/23/2023 | 6619   | Maxim Construction Co, Inc.         | 8,395.96  |
| 10/23/2023 | 6620   | Pacific Backflow Company, Inc       | 433.82    |
| 10/23/2023 | 6621   | Rancho Santa Fe CSD                 | 6,200.00  |
| 10/23/2023 | 6622   | Rust Logistics                      | 1,860.42  |
| 10/23/2023 | 6623   | San Diego Stormwater Solutions, Inc | 1,890.00  |
| 10/23/2023 | 6624   | San Elijo JPA                       | 4,400.00  |
| 10/23/2023 | 6625   | Underground Service Alert of So.Cal | 27.5      |
| 10/23/2023 | 6626   | Denali Water Solutions LLC          | 6,095.79  |
| 10/24/2023 | EFT    | Shell Fleet Card                    | 638.1     |
| 10/30/2023 | EFT    | Home Depot                          | 368       |
| 11/3/2023  |        | Wire Fee                            | 12        |
| 11/3/2023  | EFT    | Santa Fe Irrigation District        | 2,711.41  |
| 11/5/2023  | EFT    | EDCO                                | 356.83    |
| 11/6/2023  | 6627   | JMD Landscapes, Inc.                | 1,165.00  |
| 11/6/2023  | 6628   | Maxim Construction Co, Inc.         | 26,659.65 |
| 11/6/2023  | 6629   | Rancho Santa Fe CSD                 | 2,417.50  |
| 11/6/2023  | 6630   | Sloan Electric Co.                  | 650       |
| 11/6/2023  | 6631   | Underground Service Alert of So.Cal | 59        |
| 11/6/2023  | 6632   | National Electric Works             | 1,988.35  |
| 11/17/2023 | EFT    | SDG&E                               | 244.66    |
| 11/17/2023 | EFT    | SDG&E                               | 14,367.36 |
| 11/21/2023 | EFT    | Shell Fleet Card                    | 552.3     |
| 11/23/2023 | EFT    | AT & T (SBC)                        | 58.85     |
| 11/23/2023 | EFT    | AT & T (SBC)                        | 152.25    |
| 11/23/2023 | EFT    | AT & T (SBC)                        | 57.1      |
| 11/23/2023 | EFT    | AT & T (SBC)                        | 61.72     |

Fairbanks Ranch CSD Warrants  
10/01/2023 through 12/31/2023

| <b>Date</b> | <b>Number</b> | <b>Payee</b>                        | <b>Payment</b> |
|-------------|---------------|-------------------------------------|----------------|
| 11/27/2023  | EFT           | Univar Solutions USA Inc            | 2,538.43       |
| 12/6/2023   | EFT           | EDCO                                | 356.83         |
| 12/11/2023  | 6633          | City of San Diego                   | 1,636.00       |
| 12/11/2023  | 6634          | Dudek                               | 47,206.00      |
| 12/11/2023  | 6635          | JMD Landscapes, Inc.                | 6,494.00       |
| 12/11/2023  | 6636          | Rust Logistics                      | 1,864.44       |
| 12/11/2023  | 6637          | SWRCB FEES                          | 30,531.00      |
| 12/11/2023  | 6638          | Underground Service Alert of So.Cal | 29.25          |
| 12/11/2023  | 6639          | Univar Solutions USA Inc            | 2,538.43       |
| 12/11/2023  | 6640          | US Bank                             | 833.03         |
| 12/14/2023  | EFT           | Shell Fleet Card                    | 908.49         |
| 12/17/2023  | EFT           | SDG&E                               | 13,339.58      |
| 12/19/2023  | EFT           | SDG&E                               | 200.83         |
| 12/20/2023  | EFT           | AT & T (SBC)                        | 58.85          |
| 12/21/2023  | EFT           | Home Depot                          | 155.5          |
| 12/22/2023  | EFT           | AT & T (SBC)                        | 55.09          |
| 12/22/2023  | EFT           | AT & T (SBC)                        | 148.24         |
| 12/22/2023  | EFT           | AT & T (SBC)                        | 59.71          |

FAIRBANKS RANCH COMMUNITY  
SERVICES DISTRICT  
605 3RD ST  
ENCINITAS CA 92024

Last statement: September 30, 2023  
This statement: October 31, 2023  
Total days in statement period: 31

Page 1

( 7 )

Direct inquiries to:  
858 756-3023

Pacific Western Bank  
16975 Avenida DE Acacias 511-008  
Rancho Santa Fe CA 92067

## Public Funds Interest Checking

|                            |             |                    |              |
|----------------------------|-------------|--------------------|--------------|
| Account number             |             | Beginning balance  | \$100,529.41 |
| Enclosures                 | 7           | Total additions    | 1.56         |
| Low balance                | \$80,007.40 | Total subtractions | 20,522.01    |
| Average balance            | \$91,945.13 | Ending balance     | \$80,008.96  |
| Avg collected balance      | \$91,945    |                    |              |
| Interest paid year to date | \$13.53     |                    |              |

## CHECKS

| Number | Date  | Amount   | Number                   | Date  | Amount |
|--------|-------|----------|--------------------------|-------|--------|
| 6606   | 10-12 | 26.80    | 6613 *                   | 10-06 | 300.73 |
| 6609 * | 10-11 | 484.05   | 6614                     | 10-12 | 55.50  |
| 6610   | 10-06 | 90.00    | 6615                     | 10-17 | 256.50 |
| 6611   | 10-13 | 1,860.42 | * Skip in check sequence |       |        |

## DEBITS

| Date  | Description                                   | Subtractions |
|-------|-----------------------------------------------|--------------|
| 10-06 | ' ACH Debit<br>EDCO EDCO 231006               | 331.19       |
| 10-20 | ' ACH Debit<br>SD GAS & ELEC PAID SDGE 231019 | 245.80       |
| 10-20 | ' ACH Debit<br>SD GAS & ELEC PAID SDGE 231019 | 15,552.97    |
| 10-23 | ' ACH Debit<br>ATT Payment 231022             | 58.85        |
| 10-24 | ' ACH Debit<br>ATT Payment 231024             | 52.88        |
| 10-24 | ' ACH Debit<br>ATT Payment 231024             | 57.49        |

FAIRBANKS RANCH COMMUNITY  
October 31, 2023

Page 2

| Date  | Description                                               | Subtractions |
|-------|-----------------------------------------------------------|--------------|
| 10-24 | ' ACH Debit<br>ATT Payment 231024                         | 142.73       |
| 10-26 | ' ACH Debit<br>WEX INC FLEET DEBI 231026<br>9100005935761 | 638.10       |
| 10-31 | ' ACH Debit<br>HOME DEPOT COMM ONLINE PMT 231031          | 368.00       |

#### CREDITS

| Date  | Description       | Additions |
|-------|-------------------|-----------|
| 10-31 | ' Interest Credit | 1.56      |

#### DAILY BALANCES

| Date  | Amount     | Date  | Amount    | Date  | Amount    |
|-------|------------|-------|-----------|-------|-----------|
| 09-30 | 100,529.41 | 10-13 | 97,380.72 | 10-24 | 81,013.50 |
| 10-06 | 99,807.49  | 10-17 | 97,124.22 | 10-26 | 80,375.40 |
| 10-11 | 99,323.44  | 10-20 | 81,325.45 | 10-31 | 80,008.96 |
| 10-12 | 99,241.14  | 10-23 | 81,266.60 |       |           |

#### INTEREST INFORMATION

|                                |             |
|--------------------------------|-------------|
| Annual percentage yield earned | 0.02%       |
| Interest-bearing days          | 31          |
| Average balance for APY        | \$91,945.13 |
| Interest earned                | \$1.56      |

#### OVERDRAFT/RETURN ITEM FEES

|                          | Total for<br>this period | Total<br>year-to-date |
|--------------------------|--------------------------|-----------------------|
| Total Overdraft Fees     | \$0.00                   | \$0.00                |
| Total Returned Item Fees | \$0.00                   | \$0.00                |

*Thank you for banking with Pacific Western Bank*

# Fairbanks Ranch Community Services District Reconciliation Detail

1001 · Cash-Checking, Period Ending 10/31/2023

| Type                                  | Date       | Num  | Name                     | Clr | Amount      | Balance     |
|---------------------------------------|------------|------|--------------------------|-----|-------------|-------------|
| <b>Beginning Balance</b>              |            |      |                          |     |             | 100,529.41  |
| <b>Cleared Transactions</b>           |            |      |                          |     |             |             |
| <b>Checks and Payments - 16 items</b> |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 10/02/2023 | 6611 | Rust Logistics           | X   | -1,860.42   | -1,860.42   |
| Bill Pmt -Check                       | 10/02/2023 | 6609 | National Electric Wo...  | X   | -484.05     | -2,344.47   |
| Bill Pmt -Check                       | 10/02/2023 | 6613 | The San Diego Unio...    | X   | -300.73     | -2,645.20   |
| Bill Pmt -Check                       | 10/02/2023 | 6615 | Wittwer & Parkin, LLP    | X   | -256.50     | -2,901.70   |
| Bill Pmt -Check                       | 10/02/2023 | 6610 | Pacific Backflow Co...   | X   | -90.00      | -2,991.70   |
| Bill Pmt -Check                       | 10/02/2023 | 6614 | Underground Servic...    | X   | -55.50      | -3,047.20   |
| Bill Pmt -Check                       | 10/02/2023 | 6606 | Cintas Fire Protection   | X   | -26.80      | -3,074.00   |
| Bill Pmt -Check                       | 10/05/2023 | EFT  | EDCO                     | X   | -331.19     | -3,405.19   |
| Bill Pmt -Check                       | 10/19/2023 | EFT  | SDG&E                    | X   | -15,552.97  | -18,958.16  |
| Bill Pmt -Check                       | 10/19/2023 | EFT  | SDG&E                    | X   | -245.80     | -19,203.96  |
| Bill Pmt -Check                       | 10/21/2023 | EFT  | AT & T (SBC)             | X   | -58.85      | -19,262.81  |
| Bill Pmt -Check                       | 10/23/2023 | EFT  | AT & T (SBC)             | X   | -142.73     | -19,405.54  |
| Bill Pmt -Check                       | 10/23/2023 | EFT  | AT & T (SBC)             | X   | -57.49      | -19,463.03  |
| Bill Pmt -Check                       | 10/23/2023 | EFT  | AT & T (SBC)             | X   | -52.88      | -19,515.91  |
| Bill Pmt -Check                       | 10/24/2023 | EFT  | Shell Fleet Card         | X   | -638.10     | -20,154.01  |
| Bill Pmt -Check                       | 10/30/2023 | EFT  | Home Depot               | X   | -368.00     | -20,522.01  |
| Total Checks and Payments             |            |      |                          |     | -20,522.01  | -20,522.01  |
| <b>Deposits and Credits - 4 items</b> |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 10/02/2023 | 6612 | San Elijo JPA            | X   | 0.00        | 0.00        |
| Bill Pmt -Check                       | 10/02/2023 | 6607 | CR&R Incorporated        | X   | 0.00        | 0.00        |
| Bill Pmt -Check                       | 10/23/2023 | 6616 | Denali Water Solutio...  | X   | 0.00        | 0.00        |
| Deposit                               | 10/31/2023 |      |                          | X   | 1.56        | 1.56        |
| Total Deposits and Credits            |            |      |                          |     | 1.56        | 1.56        |
| Total Cleared Transactions            |            |      |                          |     | -20,520.45  | -20,520.45  |
| Cleared Balance                       |            |      |                          |     | -20,520.45  | 80,008.96   |
| <b>Uncleared Transactions</b>         |            |      |                          |     |             |             |
| <b>Checks and Payments - 12 items</b> |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 08/07/2023 | 6590 | Golden Bell Product...   |     | -732.70     | -732.70     |
| Bill Pmt -Check                       | 10/02/2023 | 6608 | JMD Landscapes, Inc.     |     | -3,320.00   | -4,052.70   |
| Bill Pmt -Check                       | 10/23/2023 | 6617 | Dudek                    |     | -47,206.00  | -51,258.70  |
| Bill Pmt -Check                       | 10/23/2023 | 6619 | Maxim Construction ...   |     | -8,395.96   | -59,654.66  |
| Bill Pmt -Check                       | 10/23/2023 | 6621 | Rancho Santa Fe C...     |     | -6,200.00   | -65,854.66  |
| Bill Pmt -Check                       | 10/23/2023 | 6626 | Denali Water Solutio...  |     | -6,095.79   | -71,950.45  |
| Bill Pmt -Check                       | 10/23/2023 | 6624 | San Elijo JPA            |     | -4,400.00   | -76,350.45  |
| Bill Pmt -Check                       | 10/23/2023 | 6623 | San Diego Stormwat...    |     | -1,890.00   | -78,240.45  |
| Bill Pmt -Check                       | 10/23/2023 | 6622 | Rust Logistics           |     | -1,860.42   | -80,100.87  |
| Bill Pmt -Check                       | 10/23/2023 | 6618 | Golden Bell Product...   |     | -732.70     | -80,833.57  |
| Bill Pmt -Check                       | 10/23/2023 | 6620 | Pacific Backflow Co...   |     | -433.82     | -81,267.39  |
| Bill Pmt -Check                       | 10/23/2023 | 6625 | Underground Servic...    |     | -27.50      | -81,294.89  |
| Total Checks and Payments             |            |      |                          |     | -81,294.89  | -81,294.89  |
| Total Uncleared Transactions          |            |      |                          |     | -81,294.89  | -81,294.89  |
| Register Balance as of 10/31/2023     |            |      |                          |     | -101,815.34 | -1,285.93   |
| <b>New Transactions</b>               |            |      |                          |     |             |             |
| <b>Checks and Payments - 35 items</b> |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 11/03/2023 | EFT  | Santa Fe Irrigation D... |     | -2,711.41   | -2,711.41   |
| Bill Pmt -Check                       | 11/06/2023 | 6628 | Maxim Construction ...   |     | -26,659.65  | -29,371.06  |
| Bill Pmt -Check                       | 11/06/2023 | 6629 | Rancho Santa Fe C...     |     | -2,417.50   | -31,788.56  |
| Bill Pmt -Check                       | 11/06/2023 | 6632 | National Electric Wo...  |     | -1,988.35   | -33,776.91  |
| Bill Pmt -Check                       | 11/06/2023 | 6627 | JMD Landscapes, Inc.     |     | -1,165.00   | -34,941.91  |
| Bill Pmt -Check                       | 11/06/2023 | 6630 | Sloan Electric Co.       |     | -650.00     | -35,591.91  |
| Bill Pmt -Check                       | 11/06/2023 | 6631 | Underground Servic...    |     | -59.00      | -35,650.91  |
| Bill Pmt -Check                       | 11/17/2023 | EFT  | SDG&E                    |     | -14,367.36  | -50,018.27  |
| Bill Pmt -Check                       | 11/17/2023 | EFT  | SDG&E                    |     | -244.66     | -50,262.93  |
| Bill Pmt -Check                       | 11/17/2023 | EFT  | SDG&E                    |     | -200.83     | -50,463.76  |
| Bill Pmt -Check                       | 11/21/2023 | EFT  | Shell Fleet Card         |     | -552.30     | -51,016.06  |
| Bill Pmt -Check                       | 12/11/2023 | 6634 | Dudek                    |     | -47,206.00  | -98,222.06  |
| Bill Pmt -Check                       | 12/11/2023 | 6637 | SWRCB FEES               |     | -30,531.00  | -128,753.06 |
| Bill Pmt -Check                       | 12/11/2023 | 6635 | JMD Landscapes, Inc.     |     | -6,494.00   | -135,247.06 |

# Fairbanks Ranch Community Services District Reconciliation Detail

## 1001 - Cash-Checking, Period Ending 10/31/2023

| Type                                  | Date       | Num  | Name                     | Clr | Amount            | Balance          |
|---------------------------------------|------------|------|--------------------------|-----|-------------------|------------------|
| Bill Pmt -Check                       | 12/11/2023 | 6639 | Univar Solutions US...   |     | -2,538.43         | -137,785.49      |
| Bill Pmt -Check                       | 12/11/2023 | 6636 | Rust Logistics           |     | -1,864.44         | -139,649.93      |
| Bill Pmt -Check                       | 12/11/2023 | 6633 | City of San Diego        |     | -1,636.00         | -141,285.93      |
| Bill Pmt -Check                       | 12/11/2023 | 6640 | US Bank                  |     | -833.03           | -142,118.96      |
| Bill Pmt -Check                       | 12/11/2023 | 6638 | Underground Servic...    |     | -29.25            | -142,148.21      |
| Bill Pmt -Check                       | 12/17/2023 | EFT  | SDG&E                    |     | -13,339.58        | -155,487.79      |
| Bill Pmt -Check                       | 01/10/2024 | 6647 | National Electric Wo...  |     | -26,885.91        | -182,373.70      |
| Bill Pmt -Check                       | 01/10/2024 | 6643 | Dudek                    |     | -23,603.00        | -205,976.70      |
| Bill Pmt -Check                       | 01/10/2024 | 6650 | Rust Logistics           |     | -3,692.70         | -209,669.40      |
| Bill Pmt -Check                       | 01/10/2024 | 6645 | JMD Landscapes, Inc.     |     | -2,360.00         | -212,029.40      |
| Bill Pmt -Check                       | 01/10/2024 | 6648 | Rancho Santa Fe C...     |     | -1,125.00         | -213,154.40      |
| Bill Pmt -Check                       | 01/10/2024 | 6652 | Knight Security & Fir... |     | -330.00           | -213,484.40      |
| Bill Pmt -Check                       | 01/10/2024 | 6641 | CR&R Incorporated        |     | -292.18           | -213,776.58      |
| Bill Pmt -Check                       | 01/10/2024 | 6642 | Daniel LaBouve           |     | -250.00           | -214,026.58      |
| Bill Pmt -Check                       | 01/10/2024 | 6644 | Jim Nierman              |     | -200.00           | -214,226.58      |
| Bill Pmt -Check                       | 01/10/2024 | 6649 | Richard Heymann          |     | -200.00           | -214,426.58      |
| Bill Pmt -Check                       | 01/10/2024 | 6646 | Marlene King             |     | -150.00           | -214,576.58      |
| Bill Pmt -Check                       | 01/10/2024 | 6651 | Underground Servic...    |     | -18.75            | -214,595.33      |
| Bill Pmt -Check                       | 01/19/2024 | EFT  | SDG&E                    |     | -14,091.03        | -228,686.36      |
| Bill Pmt -Check                       | 01/19/2024 | EFT  | SDG&E                    |     | -197.31           | -228,883.67      |
| Transfer                              | 01/29/2024 |      |                          |     | -200,000.00       | -428,883.67      |
| Total Checks and Payments             |            |      |                          |     | -428,883.67       | -428,883.67      |
| <b>Deposits and Credits - 3 items</b> |            |      |                          |     |                   |                  |
| Transfer                              | 11/03/2023 |      |                          |     | 75,000.00         | 75,000.00        |
| Deposit                               | 12/13/2023 |      |                          |     | 197,192.25        | 272,192.25       |
| Deposit                               | 01/17/2024 |      |                          |     | 192,434.25        | 464,626.50       |
| Total Deposits and Credits            |            |      |                          |     | 464,626.50        | 464,626.50       |
| Total New Transactions                |            |      |                          |     | 35,742.83         | 35,742.83        |
| <b>Ending Balance</b>                 |            |      |                          |     | <b>-66,072.51</b> | <b>34,456.90</b> |

FAIRBANKS RANCH COMMUNITY  
SERVICES DISTRICT  
605 3RD ST  
ENCINITAS CA 92024

Last statement: October 31, 2023  
This statement: November 30, 2023  
Total days in statement period: 30

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Direct inquiries to:  
858 756-3023

Pacific Western Bank  
16975 Avenida DE Acacias 511-008  
Rancho Santa Fe CA 92067

## Public Funds Interest Checking

|                            |             |                    |             |
|----------------------------|-------------|--------------------|-------------|
| Account number             |             | Beginning balance  | \$80,008.96 |
| Enclosures                 | 17          | Total additions    | 128,260.76  |
| Low balance                | \$72,269.03 | Total subtractions | 134,614.60  |
| Average balance            | \$88,965.06 | Ending balance     | \$73,655.12 |
| Avg collected balance      | \$88,965    |                    |             |
| Interest paid year to date | \$14.99     |                    |             |

## CHECKS

| Number | Date  | Amount    | Number | Date  | Amount    |
|--------|-------|-----------|--------|-------|-----------|
| 6608   | 11-27 | 3,320.00  | 6625   | 11-07 | 27.50     |
| 6617 * | 11-03 | 47,206.00 | 6626   | 11-07 | 6,095.79  |
| 6618   | 11-06 | 732.70    | 6627   | 11-27 | 1,165.00  |
| 6619   | 11-07 | 8,395.96  | 6628   | 11-21 | 26,659.65 |
| 6620   | 11-02 | 433.82    | 6629   | 11-13 | 2,417.50  |
| 6621   | 11-01 | 6,200.00  | 6630   | 11-17 | 650.00    |
| 6622   | 11-06 | 1,860.42  | 6631   | 11-21 | 59.00     |
| 6623   | 11-07 | 1,890.00  | 6632   | 11-21 | 1,988.35  |
| 6624   | 11-10 | 4,400.00  |        |       |           |

\* Skip in check sequence

## DEBITS

| Date  | Description                                      | Subtractions |
|-------|--------------------------------------------------|--------------|
| 11-03 | ' Direct S/C<br>INCOMING WIRE FEE                | 12.00        |
| 11-03 | ' ACH Debit<br>SANTA FE IRR DIS UTIL BILL 231103 | 2,711.41     |
| 11-07 | ' ACH Debit<br>EDCO EDCO 231107                  | 356.83       |
| 11-20 | ' ACH Debit<br>SD GAS & ELEC PAID SDGE 231117    | 244.66       |

FAIRBANKS RANCH COMMUNITY

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| Date  | Description                                               | Subtractions |
|-------|-----------------------------------------------------------|--------------|
| 11-20 | ' ACH Debit<br>SD GAS & ELEC PAID SDGE 231117             | 14,367.36    |
| 11-21 | ' ACH Debit<br>ATT Payment 231121                         | 58.85        |
| 11-24 | ' ACH Debit<br>ATT Payment 231123                         | 57.10        |
| 11-24 | ' ACH Debit<br>ATT Payment 231123                         | 61.72        |
| 11-24 | ' ACH Debit<br>ATT Payment 231123                         | 152.25       |
| 11-24 | ' ACH Debit<br>WEX INC FLEET DEBI 231123<br>9100005935761 | 552.30       |
| 11-30 | ' ACH Debit<br>Univar Solutions 8005317106 231130         | 2,538.43     |

CREDITS

| Date  | Description                                                                                                   | Additions |
|-------|---------------------------------------------------------------------------------------------------------------|-----------|
| 11-03 | ' Incoming Wire<br>INCOMING WIRE 1103MMQFMP31000527ORG CALIFORNIA ASS<br>ET MANAGEMENT TRUST;REF 231103B007MN | 75,000.00 |
| 11-15 | ' ACH Credit<br>TTC TREASURY EFT CORP PAY TAX APPORTIONMENT                                                   | 53,259.30 |
| 11-30 | ' Interest Credit                                                                                             | 1.46      |

DAILY BALANCES

| Date  | Amount    | Date  | Amount     | Date  | Amount     |
|-------|-----------|-------|------------|-------|------------|
| 10-31 | 80,008.96 | 11-07 | 79,086.53  | 11-20 | 110,266.31 |
| 11-01 | 73,808.96 | 11-10 | 74,686.53  | 11-21 | 81,500.46  |
| 11-02 | 73,375.14 | 11-13 | 72,269.03  | 11-24 | 80,677.09  |
| 11-03 | 98,445.73 | 11-15 | 125,528.33 | 11-27 | 76,192.09  |
| 11-06 | 95,852.61 | 11-17 | 124,878.33 | 11-30 | 73,655.12  |

INTEREST INFORMATION

|                                |             |
|--------------------------------|-------------|
| Annual percentage yield earned | 0.02%       |
| Interest-bearing days          | 30          |
| Average balance for APY        | \$88,965.06 |
| Interest earned                | \$1.46      |

FAIRBANKS RANCH COMMUNITY  
November 30, 2023

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OVERDRAFT/RETURN ITEM FEES

|                          | Total for<br>this period | Total<br>year-to-date |
|--------------------------|--------------------------|-----------------------|
| Total Overdraft Fees     | \$0.00                   | \$0.00                |
| Total Returned Item Fees | \$0.00                   | \$0.00                |

Thank you for banking with Pacific Western Bank

# Fairbanks Ranch Community Services District Reconciliation Detail

1001 · Cash-Checking, Period Ending 11/30/2023

| Type                                  | Date       | Num  | Name                     | Clr | Amount      | Balance     |
|---------------------------------------|------------|------|--------------------------|-----|-------------|-------------|
| <b>Beginning Balance</b>              |            |      |                          |     |             | 80,008.96   |
| <b>Cleared Transactions</b>           |            |      |                          |     |             |             |
| <b>Checks and Payments - 28 items</b> |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 10/02/2023 | 6608 | JMD Landscapes, Inc.     | X   | -3,320.00   | -3,320.00   |
| Bill Pmt -Check                       | 10/23/2023 | 6617 | Dudek                    | X   | -47,206.00  | -50,526.00  |
| Bill Pmt -Check                       | 10/23/2023 | 6619 | Maxim Construction ...   | X   | -8,395.96   | -58,921.96  |
| Bill Pmt -Check                       | 10/23/2023 | 6621 | Rancho Santa Fe C...     | X   | -6,200.00   | -65,121.96  |
| Bill Pmt -Check                       | 10/23/2023 | 6626 | Denali Water Solutio...  | X   | -6,095.79   | -71,217.75  |
| Bill Pmt -Check                       | 10/23/2023 | 6624 | San Elijo JPA            | X   | -4,400.00   | -75,617.75  |
| Bill Pmt -Check                       | 10/23/2023 | 6623 | San Diego Stormwat...    | X   | -1,890.00   | -77,507.75  |
| Bill Pmt -Check                       | 10/23/2023 | 6622 | Rust Logistics           | X   | -1,860.42   | -79,368.17  |
| Bill Pmt -Check                       | 10/23/2023 | 6618 | Golden Bell Product...   | X   | -732.70     | -80,100.87  |
| Bill Pmt -Check                       | 10/23/2023 | 6620 | Pacific Backflow Co...   | X   | -433.82     | -80,534.69  |
| Bill Pmt -Check                       | 10/23/2023 | 6625 | Underground Servic...    | X   | -27.50      | -80,562.19  |
| Bill Pmt -Check                       | 11/03/2023 | EFT  | Santa Fe Irrigation D... | X   | -2,711.41   | -83,273.60  |
| Check                                 | 11/03/2023 |      | Wire Fee                 | X   | -12.00      | -83,285.60  |
| Bill Pmt -Check                       | 11/05/2023 | EFT  | EDCO                     | X   | -356.83     | -83,642.43  |
| Bill Pmt -Check                       | 11/06/2023 | 6628 | Maxim Construction ...   | X   | -26,659.65  | -110,302.08 |
| Bill Pmt -Check                       | 11/06/2023 | 6629 | Rancho Santa Fe C...     | X   | -2,417.50   | -112,719.58 |
| Bill Pmt -Check                       | 11/06/2023 | 6632 | National Electric Wo...  | X   | -1,988.35   | -114,707.93 |
| Bill Pmt -Check                       | 11/06/2023 | 6627 | JMD Landscapes, Inc.     | X   | -1,165.00   | -115,872.93 |
| Bill Pmt -Check                       | 11/06/2023 | 6630 | Sloan Electric Co.       | X   | -650.00     | -116,522.93 |
| Bill Pmt -Check                       | 11/06/2023 | 6631 | Underground Servic...    | X   | -59.00      | -116,581.93 |
| Bill Pmt -Check                       | 11/17/2023 | EFT  | SDG&E                    | X   | -14,367.36  | -130,949.29 |
| Bill Pmt -Check                       | 11/17/2023 | EFT  | SDG&E                    | X   | -244.66     | -131,193.95 |
| Bill Pmt -Check                       | 11/21/2023 | EFT  | Shell Fleet Card         | X   | -552.30     | -131,746.25 |
| Bill Pmt -Check                       | 11/23/2023 | EFT  | AT & T (SBC)             | X   | -152.25     | -131,898.50 |
| Bill Pmt -Check                       | 11/23/2023 | EFT  | AT & T (SBC)             | X   | -61.72      | -131,960.22 |
| Bill Pmt -Check                       | 11/23/2023 | EFT  | AT & T (SBC)             | X   | -58.85      | -132,019.07 |
| Bill Pmt -Check                       | 11/23/2023 | EFT  | AT & T (SBC)             | X   | -57.10      | -132,076.17 |
| Bill Pmt -Check                       | 11/27/2023 | EFT  | Univar Solutions US...   | X   | -2,538.43   | -134,614.60 |
| Total Checks and Payments             |            |      |                          |     | -134,614.60 | -134,614.60 |
| <b>Deposits and Credits - 3 items</b> |            |      |                          |     |             |             |
| Transfer                              | 11/03/2023 |      |                          | X   | 75,000.00   | 75,000.00   |
| Deposit                               | 11/15/2023 |      |                          | X   | 53,259.30   | 128,259.30  |
| Deposit                               | 11/30/2023 |      |                          | X   | 1.46        | 128,260.76  |
| Total Deposits and Credits            |            |      |                          |     | 128,260.76  | 128,260.76  |
| Total Cleared Transactions            |            |      |                          |     | -6,353.84   | -6,353.84   |
| Cleared Balance                       |            |      |                          |     | -6,353.84   | 73,655.12   |
| <b>Uncleared Transactions</b>         |            |      |                          |     |             |             |
| <b>Checks and Payments - 1 item</b>   |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 08/07/2023 | 6590 | Golden Bell Product...   |     | -732.70     | -732.70     |
| Total Checks and Payments             |            |      |                          |     | -732.70     | -732.70     |
| Total Uncleared Transactions          |            |      |                          |     | -732.70     | -732.70     |
| Register Balance as of 11/30/2023     |            |      |                          |     | -7,086.54   | 72,922.42   |
| <b>New Transactions</b>               |            |      |                          |     |             |             |
| <b>Checks and Payments - 27 items</b> |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 12/06/2023 | EFT  | EDCO                     |     | -356.83     | -356.83     |
| Bill Pmt -Check                       | 12/11/2023 | 6634 | Dudek                    |     | -47,206.00  | -47,562.83  |
| Bill Pmt -Check                       | 12/11/2023 | 6637 | SWRCB FEES               |     | -30,531.00  | -78,093.83  |
| Bill Pmt -Check                       | 12/11/2023 | 6635 | JMD Landscapes, Inc.     |     | -6,494.00   | -84,587.83  |
| Bill Pmt -Check                       | 12/11/2023 | 6639 | Univar Solutions US...   |     | -2,538.43   | -87,126.26  |
| Bill Pmt -Check                       | 12/11/2023 | 6636 | Rust Logistics           |     | -1,864.44   | -88,990.70  |
| Bill Pmt -Check                       | 12/11/2023 | 6633 | City of San Diego        |     | -1,636.00   | -90,626.70  |
| Bill Pmt -Check                       | 12/11/2023 | 6640 | US Bank                  |     | -833.03     | -91,459.73  |
| Bill Pmt -Check                       | 12/11/2023 | 6638 | Underground Servic...    |     | -29.25      | -91,488.98  |
| Bill Pmt -Check                       | 12/17/2023 | EFT  | SDG&E                    |     | -13,339.58  | -104,828.56 |
| Bill Pmt -Check                       | 12/19/2023 | EFT  | SDG&E                    |     | -200.83     | -105,029.39 |
| Bill Pmt -Check                       | 01/05/2024 | EFT  | EDCO                     |     | -356.83     | -105,386.22 |
| Bill Pmt -Check                       | 01/10/2024 | 6647 | National Electric Wo...  |     | -26,885.91  | -132,272.13 |
| Bill Pmt -Check                       | 01/10/2024 | 6643 | Dudek                    |     | -23,603.00  | -155,875.13 |

6:20 PM

01/30/24

# Fairbanks Ranch Community Services District Reconciliation Detail

## 1001 · Cash-Checking, Period Ending 11/30/2023

| Type                                  | Date       | Num  | Name                     | Clr | Amount          | Balance          |
|---------------------------------------|------------|------|--------------------------|-----|-----------------|------------------|
| Bill Pmt -Check                       | 01/10/2024 | 6650 | Rust Logistics           |     | -3,692.70       | -159,567.83      |
| Bill Pmt -Check                       | 01/10/2024 | 6645 | JMD Landscapes, Inc.     |     | -2,360.00       | -161,927.83      |
| Bill Pmt -Check                       | 01/10/2024 | 6648 | Rancho Santa Fe C...     |     | -1,125.00       | -163,052.83      |
| Bill Pmt -Check                       | 01/10/2024 | 6652 | Knight Security & Fir... |     | -330.00         | -163,382.83      |
| Bill Pmt -Check                       | 01/10/2024 | 6641 | CR&R Incorporated        |     | -292.18         | -163,675.01      |
| Bill Pmt -Check                       | 01/10/2024 | 6642 | Daniel LaBouve           |     | -250.00         | -163,925.01      |
| Bill Pmt -Check                       | 01/10/2024 | 6649 | Richard Heymann          |     | -200.00         | -164,125.01      |
| Bill Pmt -Check                       | 01/10/2024 | 6644 | Jim Nierman              |     | -200.00         | -164,325.01      |
| Bill Pmt -Check                       | 01/10/2024 | 6646 | Marlene King             |     | -150.00         | -164,475.01      |
| Bill Pmt -Check                       | 01/10/2024 | 6651 | Underground Servic...    |     | -18.75          | -164,493.76      |
| Bill Pmt -Check                       | 01/19/2024 | EFT  | SDG&E                    |     | -14,091.03      | -178,584.79      |
| Bill Pmt -Check                       | 01/19/2024 | EFT  | SDG&E                    |     | -197.31         | -178,782.10      |
| Transfer                              | 01/29/2024 |      |                          |     | -200,000.00     | -378,782.10      |
| Total Checks and Payments             |            |      |                          |     | -378,782.10     | -378,782.10      |
| <b>Deposits and Credits - 2 items</b> |            |      |                          |     |                 |                  |
| Deposit                               | 12/13/2023 |      |                          |     | 197,192.25      | 197,192.25       |
| Deposit                               | 01/17/2024 |      |                          |     | 192,434.25      | 389,626.50       |
| Total Deposits and Credits            |            |      |                          |     | 389,626.50      | 389,626.50       |
| Total New Transactions                |            |      |                          |     | 10,844.40       | 10,844.40        |
| <b>Ending Balance</b>                 |            |      |                          |     | <b>3,757.86</b> | <b>83,766.82</b> |

FAIRBANKS RANCH COMMUNITY  
SERVICES DISTRICT  
605 3RD ST  
ENCINITAS CA 92024

Last statement: November 30, 2023  
This statement: December 31, 2023  
Total days in statement period: 31

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( 7 )

Direct inquiries to:  
858 756-3023

Pacific Western Bank  
16975 Avenida DE Acacias 511-008  
Rancho Santa Fe CA 92067

## Public Funds Interest Checking

|                            |              |                    |              |
|----------------------------|--------------|--------------------|--------------|
| Account number             |              | Beginning balance  | \$73,655.12  |
| Enclosures                 | 7            | Total additions    | 197,194.69   |
| Low balance                | \$73,298.29  | Total subtractions | 104,550.83   |
| Average balance            | \$143,439.33 | Ending balance     | \$166,298.98 |
| Avg collected balance      | \$143,439    |                    |              |
| Interest paid year to date | \$17.43      |                    |              |

## CHECKS

| Number | Date  | Amount    | Number | Date  | Amount   |
|--------|-------|-----------|--------|-------|----------|
| 6633   | 12-18 | 1,636.00  | 6638   | 12-18 | 29.25    |
| 6634   | 12-15 | 47,206.00 | 6639   | 12-18 | 2,538.43 |
| 6635   | 12-19 | 6,494.00  | 6640   | 12-22 | 833.03   |
| 6637 * | 12-18 | 30,531.00 |        |       |          |

\* Skip in check sequence

## DEBITS

| Date  | Description                                               | Subtractions |
|-------|-----------------------------------------------------------|--------------|
| 12-06 | ' ACH Debit<br>EDCO EDCO 231206                           | 356.83       |
| 12-18 | ' ACH Debit<br>WEX INC FLEET DEBI 231218<br>9100005935761 | 908.49       |
| 12-19 | ' ACH Debit<br>SD GAS & ELEC PAID SDGE 231218             | 200.83       |
| 12-19 | ' ACH Debit<br>SD GAS & ELEC PAID SDGE 231218             | 13,339.58    |
| 12-21 | ' ACH Debit<br>ATT Payment 231221                         | 58.85        |
| 12-22 | ' ACH Debit<br>HOME DEPOT COMM ONLINE PMT 231222          | 155.50       |

FAIRBANKS RANCH COMMUNITY  
December 31, 2023

Page 2

| Date  | Description        | Subtractions |
|-------|--------------------|--------------|
| 12-26 | ' ACH Debit        | 55.09        |
|       | ATT Payment 231223 |              |
| 12-26 | ' ACH Debit        | 59.71        |
|       | ATT Payment 231223 |              |
| 12-26 | ' ACH Debit        | 148.24       |
|       | ATT Payment 231223 |              |

CREDITS

| Date  | Description                                 | Additions  |
|-------|---------------------------------------------|------------|
| 12-13 | ' ACH Credit                                | 197,192.25 |
|       | TTC TREASURY EFT CORP PAY TAX APPORTIONMENT |            |
| 12-31 | ' Interest Credit                           | 2.44       |

DAILY BALANCES

| Date  | Amount     | Date  | Amount     | Date  | Amount     |
|-------|------------|-------|------------|-------|------------|
| 11-30 | 73,655.12  | 12-18 | 187,641.37 | 12-26 | 166,296.54 |
| 12-06 | 73,298.29  | 12-19 | 167,606.96 | 12-31 | 166,298.98 |
| 12-13 | 270,490.54 | 12-21 | 167,548.11 |       |            |
| 12-15 | 223,284.54 | 12-22 | 166,559.58 |       |            |

INTEREST INFORMATION

|                                |              |
|--------------------------------|--------------|
| Annual percentage yield earned | 0.02%        |
| Interest-bearing days          | 31           |
| Average balance for APY        | \$143,439.33 |
| Interest earned                | \$2.44       |

OVERDRAFT/RETURN ITEM FEES

|                          | Total for<br>this period | Total<br>year-to-date |
|--------------------------|--------------------------|-----------------------|
| Total Overdraft Fees     | \$0.00                   | \$0.00                |
| Total Returned Item Fees | \$0.00                   | \$0.00                |

Thank you for banking with Pacific Western Bank

# Fairbanks Ranch Community Services District Reconciliation Detail

1001 · Cash-Checking, Period Ending 12/31/2023

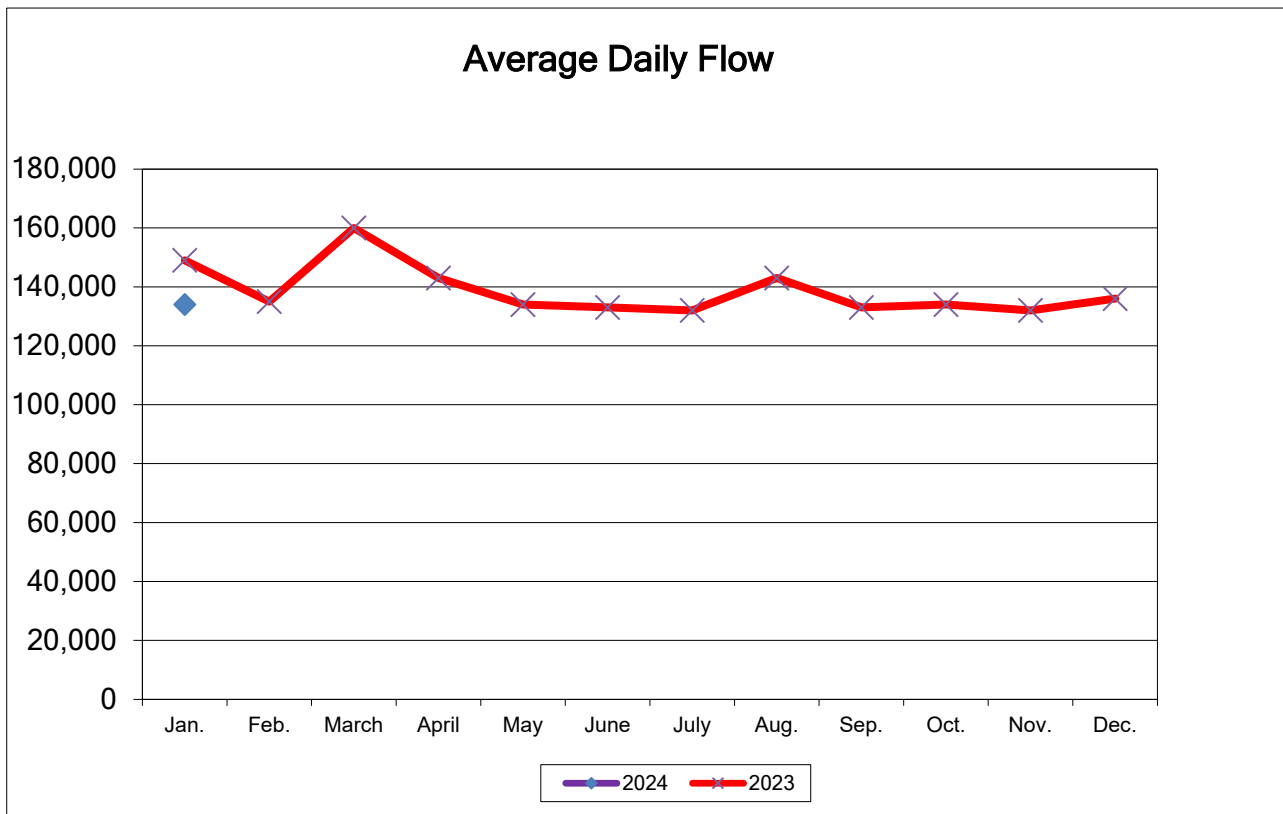
| Type                                  | Date       | Num  | Name                     | Clr | Amount      | Balance     |
|---------------------------------------|------------|------|--------------------------|-----|-------------|-------------|
| <b>Beginning Balance</b>              |            |      |                          |     |             | 73,655.12   |
| <b>Cleared Transactions</b>           |            |      |                          |     |             |             |
| <b>Checks and Payments - 16 items</b> |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 12/06/2023 | EFT  | EDCO                     | X   | -356.83     | -356.83     |
| Bill Pmt -Check                       | 12/11/2023 | 6634 | Dudek                    | X   | -47,206.00  | -47,562.83  |
| Bill Pmt -Check                       | 12/11/2023 | 6637 | SWRCB FEES               | X   | -30,531.00  | -78,093.83  |
| Bill Pmt -Check                       | 12/11/2023 | 6635 | JMD Landscapes, Inc.     | X   | -6,494.00   | -84,587.83  |
| Bill Pmt -Check                       | 12/11/2023 | 6639 | Univar Solutions US...   | X   | -2,538.43   | -87,126.26  |
| Bill Pmt -Check                       | 12/11/2023 | 6633 | City of San Diego        | X   | -1,636.00   | -88,762.26  |
| Bill Pmt -Check                       | 12/11/2023 | 6640 | US Bank                  | X   | -833.03     | -89,595.29  |
| Bill Pmt -Check                       | 12/11/2023 | 6638 | Underground Servic...    | X   | -29.25      | -89,624.54  |
| Bill Pmt -Check                       | 12/14/2023 | EFT  | Shell Fleet Card         | X   | -908.49     | -90,533.03  |
| Bill Pmt -Check                       | 12/17/2023 | EFT  | SDG&E                    | X   | -13,339.58  | -103,872.61 |
| Bill Pmt -Check                       | 12/19/2023 | EFT  | SDG&E                    | X   | -200.83     | -104,073.44 |
| Bill Pmt -Check                       | 12/20/2023 | EFT  | AT & T (SBC)             | X   | -58.85      | -104,132.29 |
| Bill Pmt -Check                       | 12/21/2023 | EFT  | Home Depot               | X   | -155.50     | -104,287.79 |
| Bill Pmt -Check                       | 12/22/2023 | EFT  | AT & T (SBC)             | X   | -148.24     | -104,436.03 |
| Bill Pmt -Check                       | 12/22/2023 | EFT  | AT & T (SBC)             | X   | -59.71      | -104,495.74 |
| Bill Pmt -Check                       | 12/22/2023 | EFT  | AT & T (SBC)             | X   | -55.09      | -104,550.83 |
| Total Checks and Payments             |            |      |                          |     | -104,550.83 | -104,550.83 |
| <b>Deposits and Credits - 2 items</b> |            |      |                          |     |             |             |
| Deposit                               | 12/13/2023 |      |                          | X   | 197,192.25  | 197,192.25  |
| Deposit                               | 12/31/2023 |      |                          | X   | 2.44        | 197,194.69  |
| Total Deposits and Credits            |            |      |                          |     | 197,194.69  | 197,194.69  |
| Total Cleared Transactions            |            |      |                          |     | 92,643.86   | 92,643.86   |
| Cleared Balance                       |            |      |                          |     | 92,643.86   | 166,298.98  |
| <b>Uncleared Transactions</b>         |            |      |                          |     |             |             |
| <b>Checks and Payments - 2 items</b>  |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 08/07/2023 | 6590 | Golden Bell Product...   |     | -732.70     | -732.70     |
| Bill Pmt -Check                       | 12/11/2023 | 6636 | Rust Logistics           |     | -1,864.44   | -2,597.14   |
| Total Checks and Payments             |            |      |                          |     | -2,597.14   | -2,597.14   |
| Total Uncleared Transactions          |            |      |                          |     | -2,597.14   | -2,597.14   |
| Register Balance as of 12/31/2023     |            |      |                          |     | 90,046.72   | 163,701.84  |
| <b>New Transactions</b>               |            |      |                          |     |             |             |
| <b>Checks and Payments - 17 items</b> |            |      |                          |     |             |             |
| Bill Pmt -Check                       | 01/05/2024 | EFT  | EDCO                     |     | -356.83     | -356.83     |
| Bill Pmt -Check                       | 01/10/2024 | 6647 | National Electric Wo...  |     | -26,885.91  | -27,242.74  |
| Bill Pmt -Check                       | 01/10/2024 | 6643 | Dudek                    |     | -23,603.00  | -50,845.74  |
| Bill Pmt -Check                       | 01/10/2024 | 6650 | Rust Logistics           |     | -3,692.70   | -54,538.44  |
| Bill Pmt -Check                       | 01/10/2024 | 6645 | JMD Landscapes, Inc.     |     | -2,360.00   | -56,898.44  |
| Bill Pmt -Check                       | 01/10/2024 | 6648 | Rancho Santa Fe C...     |     | -1,125.00   | -58,023.44  |
| Bill Pmt -Check                       | 01/10/2024 | 6652 | Knight Security & Fir... |     | -330.00     | -58,353.44  |
| Bill Pmt -Check                       | 01/10/2024 | 6641 | CR&R Incorporated        |     | -292.18     | -58,645.62  |
| Bill Pmt -Check                       | 01/10/2024 | 6642 | Daniel LaBouve           |     | -250.00     | -58,895.62  |
| Bill Pmt -Check                       | 01/10/2024 | 6644 | Jim Nierman              |     | -200.00     | -59,095.62  |
| Bill Pmt -Check                       | 01/10/2024 | 6649 | Richard Heymann          |     | -200.00     | -59,295.62  |
| Bill Pmt -Check                       | 01/10/2024 | 6646 | Marlene King             |     | -150.00     | -59,445.62  |
| Bill Pmt -Check                       | 01/10/2024 | 6651 | Underground Servic...    |     | -18.75      | -59,464.37  |
| Bill Pmt -Check                       | 01/19/2024 | EFT  | SDG&E                    |     | -14,091.03  | -73,555.40  |
| Bill Pmt -Check                       | 01/19/2024 | EFT  | SDG&E                    |     | -197.31     | -73,752.71  |
| Transfer                              | 01/29/2024 |      |                          |     | -200,000.00 | -273,752.71 |
| Bill Pmt -Check                       | 01/31/2024 | EFT  | Shell Fleet Card         |     | -442.43     | -274,195.14 |
| Total Checks and Payments             |            |      |                          |     | -274,195.14 | -274,195.14 |

Fairbanks Ranch Community Services District  
Reconciliation Detail  
1001 · Cash-Checking, Period Ending 12/31/2023

| Type                                 | Date       | Num | Name | Clr | Amount          | Balance          |
|--------------------------------------|------------|-----|------|-----|-----------------|------------------|
| <b>Deposits and Credits - 1 item</b> |            |     |      |     |                 |                  |
| Deposit                              | 01/17/2024 |     |      |     | 192,434.25      | 192,434.25       |
| Total Deposits and Credits           |            |     |      |     | 192,434.25      | 192,434.25       |
| Total New Transactions               |            |     |      |     | -81,760.89      | -81,760.89       |
| <b>Ending Balance</b>                |            |     |      |     | <b>8,285.83</b> | <b>81,940.95</b> |

**FAIRBANKS RANCH CSD**  
**2024 TREATMENT PLANT FLOW REPORT**  
**275,000 GPD CAPACITY**

| Month | New EDU'S<br>Issued This<br>Month | Vacant<br>Lots<br>Remaining | Average Daily Flow |         |
|-------|-----------------------------------|-----------------------------|--------------------|---------|
|       |                                   |                             | 2024               | 2023    |
| Jan.  | 0.00                              | 14                          | 134,000            | 149,000 |
| Feb.  | 0.00                              | 14                          |                    | 135,000 |
| March | 0.00                              | 14                          |                    | 160,000 |
| April | 0.00                              | 14                          |                    | 143,000 |
| May   | 0.00                              | 14                          |                    | 134,000 |
| June  | 0.00                              | 14                          |                    | 133,000 |
| July  | 0.00                              | 14                          |                    | 132,000 |
| Aug.  | 0.00                              | 14                          |                    | 143,000 |
| Sep.  | 0.00                              | 14                          |                    | 133,000 |
| Oct.  | 0.00                              | 14                          |                    | 134,000 |
| Nov.  | 0.00                              | 14                          |                    | 132,000 |
| Dec.  | 0.00                              | 14                          |                    | 136,000 |





## FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

**GENERAL MANAGER**  
CHUCK DUFFY

**BOARD OF DIRECTORS**  
JIM NIEMAN  
RICK HEYMANN  
DANIEL LaBOUVE  
MICHAEL CONGER  
MARLENE KING

January 30, 2024

Regional Water Quality Control Board  
San Diego Region  
2375 Northside Drive, Suite 100  
San Diego, CA 92108

**ATTN: Ground Water Basin Branch**  
**SUBJECT: Submittal of Quarterly Self-Monitoring Reports for October – December 2023**  
**Order No. 93-05; Fairbanks Ranch W.P.C.F. GWB: 224057**

We have enclosed the subject Reports in conformance with Regional Water Quality Control Board Order and the Waste Discharge Requirements (WDR).

“I swear under penalty or perjury that the information submitted in this document is true and correct. I certify under penalty or perjury that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.”

Should you need additional information regarding any of the above, contact Mr. Jeff Pape, Operations Manager, at (760) 479-4126.

Sincerely,

*Randy Stephens*

Randy Stephens, Chief Plant Operator

## **SELF MONITORING REPORT REVIEW**

To: CALIFORNIA WATER QUALITY CONTROL BOARD  
SAN DIEGO REGION  
2375 Northside Drive, Suite 100  
San Diego, CA 92108

**DISCHARGER: FAIRBANKS RANCH CSD**

ORDER NO: 93-05

REPORT FOR: October - December 2023

REPORT DUE: January 2024

REPORT FREQUENCY: Quarterly

SIGNED UNDER PENALTY OF PERJUR *Randy T. Stephens*

OUR REVIEW OF THE ATTACHED SELF MONITORING REPORT REVEALS THE FOLLOWING MONITORING VIOLATION(S):

The monthly average result for Manganese of 0.16 mg/L exceeded the limit of 0.15 mg/L.

THE FOLLOWING REMEDIAL ACTION WILL BE (HAS BEEN) TAKEN TO CORRECT THE MONITORING VIOLATIONS LISTED ABOVE:

The District continues to investigate the source of Manganese entering the collections system.

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

DISCHARGER: Fairbanks Ranch CSD

ORDER NO: 93-05

SAMPLE FREQUENCY: Weekly

REPORT FREQUENCY: Quarterly

REPORT FOR: October 2023

REPORT DUE: January 2024

SOURCE OF SAMPLE: Effluent

TYPE OF SAMPLE: Composite

ANALYZED BY: SEJPA

SIGNED UNDER PENALTY OF PERJURY

*Randy T. Stephens*

## MONTHLY EFFLUENT MONITORING

| PARAMETER                    | REQUIRED TYPE   | REQUIRED VALUE | RESULT VALUE | DATE       | TIME    |
|------------------------------|-----------------|----------------|--------------|------------|---------|
| BIOCHEMICAL<br>OXYGEN DEMAND | Monthly Average | 30.0           | 4            |            |         |
|                              | Daily Average   | 45.0           | 4            | 10/4/2023  | 7:00 AM |
|                              |                 |                | 5            | 10/11/2023 | "       |
|                              |                 |                | 4            | 10/18/2023 | "       |
|                              |                 |                | 2            | 10/25/2023 | "       |
| TOTAL<br>SUSPENDED SOLIDS    | Monthly Average | 30.0           | 2            |            |         |
|                              | Daily Average   | 45.0           | 2            | 10/4/2023  | 7:00 AM |
|                              |                 |                | 3            | 10/11/2023 | "       |
|                              |                 |                | 1            | 10/18/2023 | "       |
|                              |                 |                | 1            | 10/25/2023 | "       |
| VOLATILE<br>SUSPENDED SOLIDS | Monthly Average |                | 2            |            |         |
|                              |                 |                | 2            | 10/4/2023  | 7:00 AM |
|                              |                 |                | 3            | 10/11/2023 | "       |
|                              |                 |                | 1            | 10/18/2023 | "       |
|                              |                 |                | 1            | 10/25/2023 | "       |
| pH                           | Weekly          | 6.0-9.0        | 7.7          | 10/4/2023  | 7:00 AM |
|                              |                 |                | 7.6          | 10/11/2023 | "       |
|                              |                 |                | 7.6          | 10/18/2023 | "       |
|                              |                 |                | 7.5          | 10/25/2023 | "       |
|                              |                 |                |              |            |         |

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

DISCHARGER: Fairbanks Ranch CSD

ORDER NO: 93-05

SAMPLE FREQUENCY: Weekly

REPORT FREQUENCY: Quarterly

REPORT FOR: November 2023

REPORT DUE: January 2024

SOURCE OF SAMPLE: Effluent

TYPE OF SAMPLE: Composite

ANALYZED BY: SEJPA

SIGNED UNDER PENALTY OF PERJURY *Randy T. Stephens* \_\_\_\_\_

## MONTHLY EFFLUENT MONITORING

| PARAMETER                    | REQUIRED TYPE   | REQUIRED VALUE | RESULT VALUE | DATE                                                             | TIME    |
|------------------------------|-----------------|----------------|--------------|------------------------------------------------------------------|---------|
| BIOCHEMICAL<br>OXYGEN DEMAND | Monthly Average | 30.0           | 3            | 11/1/2023<br>11/8/2023<br>11/15/2023<br>11/22/2023<br>11/29/2023 | 7:00 AM |
|                              | Daily Average   | 45.0           | 5            |                                                                  | "       |
|                              |                 |                | 2            |                                                                  | "       |
|                              |                 |                | 2            |                                                                  | "       |
|                              |                 |                | 3            |                                                                  | "       |
|                              |                 |                | 3            |                                                                  | "       |
| TOTAL<br>SUSPENDED SOLIDS    | Monthly Average | 30.0           | 2            | 11/1/2023<br>11/8/2023<br>11/15/2023<br>11/22/2023<br>11/29/2023 | 7:00 AM |
|                              | Daily Average   | 45.0           | 3            |                                                                  | "       |
|                              |                 |                | 2            |                                                                  | "       |
|                              |                 |                | 1            |                                                                  | "       |
|                              |                 |                | 1            |                                                                  | "       |
|                              |                 |                | 2            |                                                                  | "       |
| VOLATILE<br>SUSPENDED SOLIDS | Monthly Average |                | 2            | 11/1/2023<br>11/8/2023<br>11/15/2023<br>11/22/2023<br>11/29/2023 | 7:00 AM |
|                              |                 |                | 3            |                                                                  | "       |
|                              |                 |                | 2            |                                                                  | "       |
|                              |                 |                | 1            |                                                                  | "       |
|                              |                 |                | 1            |                                                                  | "       |
|                              |                 |                | 2            |                                                                  | "       |
| pH                           | Weekly          | 6.0-9.0        | 7.5          | 11/1/2023                                                        | 7:00 AM |
|                              |                 |                | 7.6          | 11/8/2023                                                        | "       |
|                              |                 |                | 7.6          | 11/15/2023                                                       | "       |
|                              |                 |                | 7.4          | 11/22/2023                                                       | "       |
|                              |                 |                | 7.6          | 11/29/2023                                                       | "       |
|                              |                 |                |              |                                                                  |         |

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

DISCHARGER: Fairbanks Ranch CSD

ORDER NO: 93-05

SAMPLE FREQUENCY: Weekly

REPORT FREQUENCY: Quarterly

REPORT FOR: December 2023

REPORT DUE: January 2024

SOURCE OF SAMPLE: Effluent

TYPE OF SAMPLE: Composite

ANALYZED BY: SEJPA

SIGNED UNDER PENALTY OF PERJURY *Randy T. Stephens* \_\_\_\_\_

## MONTHLY EFFLUENT MONITORING

| PARAMETER                    | REQUIRED TYPE   | REQUIRED VALUE | RESULT VALUE | DATE                                                | TIME    |
|------------------------------|-----------------|----------------|--------------|-----------------------------------------------------|---------|
| BIOCHEMICAL<br>OXYGEN DEMAND | Monthly Average | 30.0           | 2            | 12/6/2023<br>12/13/2023<br>12/20/2023<br>12/27/2023 | 7:00 AM |
|                              | Daily Average   | 45.0           | 3            |                                                     | "       |
|                              |                 |                | 2            |                                                     | "       |
|                              |                 |                | 2            |                                                     | "       |
|                              |                 |                | 2            |                                                     | "       |
| TOTAL<br>SUSPENDED SOLIDS    | Monthly Average | 30.0           | 2            | 12/6/2023<br>12/13/2023<br>12/20/2023<br>12/27/2023 | 7:00 AM |
|                              | Daily Average   | 45.0           | 2            |                                                     | "       |
|                              |                 |                | 1            |                                                     | "       |
|                              |                 |                | 1            |                                                     | "       |
|                              |                 |                | 2            |                                                     | "       |
| VOLATILE<br>SUSPENDED SOLIDS | Monthly Average |                | 1            | 12/6/2023<br>12/13/2023<br>12/20/2023<br>12/27/2023 | 7:00 AM |
|                              |                 |                | 2            |                                                     | "       |
|                              |                 |                | 1            |                                                     | "       |
|                              |                 |                | 1            |                                                     | "       |
|                              |                 |                | 2            |                                                     | "       |
| pH                           | Weekly          | 6.0-9.0        | 7.5          | 12/6/2023                                           | 7:00 AM |
|                              |                 |                | 7.5          | 12/13/2023                                          | "       |
|                              |                 |                | 7.6          | 12/20/2023                                          | "       |
|                              |                 |                | 7.6          | 12/27/2023                                          | "       |
|                              |                 |                |              |                                                     |         |

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

DISCHARGER: Fairbanks Ranch CSD

ORDER NO: 93-05

SAMPLE FREQUENCY: Quarterly

REPORT FREQUENCY: Quarterly

REPORT FOR: October - December 2023

REPORT DUE: January 2024

SAMPLE POINT: Effluent

COLLECTED BY: Nolte

ANALYZED BY: SEJPA/Eurofins

SIGNED UNDER PENALTY OF PERJURY *Randy T. Stephens* \_\_\_\_\_

## QUARTERLY EFFLUENT MONITORING

| PARAMETER     | UNITS | SAMPLE TYPE | REQUIREMENT TYPE | REQUIREMENT VALUE | RESULT VALUE | SAMPLE     |         |
|---------------|-------|-------------|------------------|-------------------|--------------|------------|---------|
|               |       |             |                  |                   |              | DATE       | TIME    |
| Sodium        | %     | Composite   | Monthly Average  | 60                | 50           | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    | 65                |              |            |         |
| Nitrate (NO3) | mg/L  | Composite   | Monthly Average  |                   |              | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    |                   |              |            |         |
| TDS           | mg/L  | Composite   | Monthly Average  | 1300              | 1188         | 10/11/2023 | 7:00 AM |
|               |       |             | Daily Maximum    | 1500              |              |            |         |
| Chloride      | mg/L  | Composite   | Monthly Average  | 500               | 350          | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    | 600               |              |            |         |
| Sulfate       | mg/L  | Composite   | Monthly Average  | 500               | 210          | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    | 600               |              |            |         |
| Iron          | mg/L  | Composite   | Monthly Average  | 0.85              | ND           | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    | 1.0               |              |            |         |
| Manganese     | mg/L  | Composite   | Monthly Average  | 0.15              | 0.16         | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    | 0.20              |              |            |         |
| M.B.A.S.      | mg/L  | Composite   | Monthly Average  | 0.50              | 0.06         | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    | 0.60              |              |            |         |
| Boron         | mg/L  | Composite   | Monthly Average  | 0.50              | 0.40         | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    | 0.60              |              |            |         |
| Fluoride      | mg/L  | Composite   | Monthly Average  | 1.0               | 0.3          | 10/4/2023  | 7:00 AM |
|               |       |             | Daily Maximum    | 1.2               |              |            |         |

ND= none detected

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

**DISCHARGER:** Fairbanks Ranch CSD

ORDER NO: 93-05

REPORT FOR: October- December 2023

REPORT DUE: January 2024

SAMPLE POINT: Plant Flow

REPORT FREQUENCY: Quarterly

MEASURED BY: Nolte

SIGNED UNDER PENALTY OF PERJURY

*Randy T. Stephens* \_\_\_\_\_

## MONTHLY FLOW LOGS

| MONTH:<br>DATE | OCTOBER<br>DAILY FLOW<br>MGD | NOVEMBER<br>DAILY FLOW<br>MGD | DECEMBER<br>DAILY FLOW<br>MGD |
|----------------|------------------------------|-------------------------------|-------------------------------|
| 1              | 0.110                        | 0.116                         | 0.152                         |
| 2              | 0.145                        | 0.136                         | 0.126                         |
| 3              | 0.140                        | 0.132                         | 0.125                         |
| 4              | 0.114                        | 0.143                         | 0.144                         |
| 5              | 0.148                        | 0.093                         | 0.136                         |
| 6              | 0.136                        | 0.125                         | 0.151                         |
| 7              | 0.123                        | 0.125                         | 0.138                         |
| 8              | 0.119                        | 0.142                         | 0.155                         |
| 9              | 0.113                        | 0.113                         | 0.118                         |
| 10             | 0.136                        | 0.135                         | 0.115                         |
| 11             | 0.129                        | 0.115                         | 0.156                         |
| 12             | 0.116                        | 0.098                         | 0.122                         |
| 13             | 0.126                        | 0.142                         | 0.138                         |
| 14             | 0.113                        | 0.152                         | 0.153                         |
| 15             | 0.116                        | 0.144                         | 0.134                         |
| 16             | 0.131                        | 0.141                         | 0.127                         |
| 17             | 0.125                        | 0.133                         | 0.113                         |
| 18             | 0.124                        | 0.127                         | 0.141                         |
| 19             | 0.131                        | 0.123                         | 0.147                         |
| 20             | 0.134                        | 0.129                         | 0.143                         |
| 21             | 0.128                        | 0.141                         | 0.153                         |
| 22             | 0.110                        | 0.160                         | 0.141                         |
| 23             | 0.144                        | 0.143                         | 0.119                         |
| 24             | 0.128                        | 0.135                         | 0.127                         |
| 25             | 0.115                        | 0.134                         | 0.128                         |
| 26             | 0.130                        | 0.107                         | 0.127                         |
| 27             | 0.132                        | 0.151                         | 0.147                         |
| 28             | 0.115                        | 0.161                         | 0.137                         |
| 29             | 0.108                        | 0.126                         | 0.137                         |
| 30             | 0.156                        | 0.144                         | 0.131                         |
| 31             | 0.143                        |                               | 0.112                         |
| AVERAGE        | 0.127                        | 0.132                         | 0.135                         |

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

**DISCHARGER:** Fairbanks Ranch CSD

SAMPLE FREQUENCY: Quarterly

ORDER NO: 93-05

REPORT FOR: OCTOBER 2023

PREPARED BY: SEJPA

REPORT DUE: January 2024

SIGNED UNDER PENALTY OF PERJURY

*Randy T. Stephens* \_\_\_\_\_

## SLUDGE DISPOSAL LOG

| DATE | TYPE OF SLUDGE | QUANTITY OF<br>SLUDGE REMOVED | SLUDGE<br>DISPOSAL SITE                                                                                                                                     |
|------|----------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | Unclassified   | 7.93                          | Centrifuged sludge is temporarily stored on-site in a storage bin.<br><br>Sludge is removed from site by Fleet Transportation. Disposed of at Yuma Landfill |
| 2    |                |                               |                                                                                                                                                             |
| 3    |                |                               |                                                                                                                                                             |
| 4    |                |                               |                                                                                                                                                             |
| 5    |                |                               |                                                                                                                                                             |
| 6    |                |                               |                                                                                                                                                             |
| 7    |                |                               |                                                                                                                                                             |
| 8    |                |                               |                                                                                                                                                             |
| 9    |                |                               |                                                                                                                                                             |
| 10   |                |                               |                                                                                                                                                             |
| 11   |                |                               |                                                                                                                                                             |
| 12   |                |                               |                                                                                                                                                             |
| 13   |                |                               |                                                                                                                                                             |
| 14   |                |                               |                                                                                                                                                             |
| 15   |                |                               |                                                                                                                                                             |
| 16   |                |                               |                                                                                                                                                             |
| 17   |                |                               |                                                                                                                                                             |
| 18   |                |                               |                                                                                                                                                             |
| 19   |                |                               |                                                                                                                                                             |
| 20   |                |                               |                                                                                                                                                             |
| 21   |                |                               |                                                                                                                                                             |
| 22   |                |                               |                                                                                                                                                             |
| 23   |                |                               |                                                                                                                                                             |
| 24   |                |                               |                                                                                                                                                             |
| 25   |                |                               |                                                                                                                                                             |
| 26   |                |                               |                                                                                                                                                             |
| 27   |                |                               |                                                                                                                                                             |
| 28   |                |                               |                                                                                                                                                             |
| 29   |                |                               |                                                                                                                                                             |
| 30   |                |                               |                                                                                                                                                             |
| 31   |                |                               |                                                                                                                                                             |

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

DISCHARGER: Fairbanks Ranch CSD

SAMPLE FREQUENCY: Quarterly

ORDER NO: 93-05

REPORT FOR: November 2023

PREPARED BY: SEJPA

REPORT DUE: January 2024

SIGNED UNDER PENALTY OF PERJURY

*Randy T. Stephens* \_\_\_\_\_

## SLUDGE DISPOSAL LOG

| DATE | TYPE OF SLUDGE | QUANTITY OF<br>SLUDGE REMOVED | SLUDGE<br>DISPOSAL SITE                                                                                                                                     |
|------|----------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | Unclassified   | 15.1                          | Centrifuged sludge is temporarily stored on-site in a storage bin.<br><br>Sludge is removed from site by Fleet Transportation. Disposed of at Yuma Landfill |
| 2    |                |                               |                                                                                                                                                             |
| 3    |                |                               |                                                                                                                                                             |
| 4    |                |                               |                                                                                                                                                             |
| 5    |                |                               |                                                                                                                                                             |
| 6    |                |                               |                                                                                                                                                             |
| 7    |                |                               |                                                                                                                                                             |
| 8    |                |                               |                                                                                                                                                             |
| 9    |                |                               |                                                                                                                                                             |
| 10   |                |                               |                                                                                                                                                             |
| 11   |                |                               |                                                                                                                                                             |
| 12   |                |                               |                                                                                                                                                             |
| 13   |                |                               |                                                                                                                                                             |
| 14   |                |                               |                                                                                                                                                             |
| 15   |                |                               |                                                                                                                                                             |
| 16   |                |                               |                                                                                                                                                             |
| 17   |                |                               |                                                                                                                                                             |
| 18   |                |                               |                                                                                                                                                             |
| 19   |                |                               |                                                                                                                                                             |
| 20   |                |                               |                                                                                                                                                             |
| 21   |                |                               |                                                                                                                                                             |
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| 23   |                |                               |                                                                                                                                                             |
| 24   |                |                               |                                                                                                                                                             |
| 25   |                |                               |                                                                                                                                                             |
| 26   |                |                               |                                                                                                                                                             |
| 27   |                |                               |                                                                                                                                                             |
| 28   |                |                               |                                                                                                                                                             |
| 29   |                |                               |                                                                                                                                                             |
| 30   |                |                               |                                                                                                                                                             |
| 31   |                |                               |                                                                                                                                                             |

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

**DISCHARGER:** Fairbanks Ranch CSD

SAMPLE FREQUENCY: Quarterly

ORDER NO: 93-05

REPORT FOR: December 2023

PREPARED BY: SEJPA

REPORT DUE: January 2023

SIGNED UNDER PENALTY OF PERJURY

*Randy T. Stephens* \_\_\_\_\_

## SLUDGE DISPOSAL LOG

| DATE | TYPE OF SLUDGE | QUANTITY OF<br>SLUDGE REMOVED | SLUDGE<br>DISPOSAL SITE                                                                                                                                     |
|------|----------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | Unclassified   | 8.06                          | Centrifuged sludge is temporarily stored on-site in a storage bin.<br><br>Sludge is removed from site by Fleet Transportation. Disposed of at Yuma Landfill |
| 2    |                |                               |                                                                                                                                                             |
| 3    |                |                               |                                                                                                                                                             |
| 4    |                |                               |                                                                                                                                                             |
| 5    |                |                               |                                                                                                                                                             |
| 6    |                |                               |                                                                                                                                                             |
| 7    |                |                               |                                                                                                                                                             |
| 8    |                |                               |                                                                                                                                                             |
| 9    |                |                               |                                                                                                                                                             |
| 10   |                |                               |                                                                                                                                                             |
| 11   |                |                               |                                                                                                                                                             |
| 12   |                |                               |                                                                                                                                                             |
| 13   |                |                               |                                                                                                                                                             |
| 14   |                |                               |                                                                                                                                                             |
| 15   |                |                               |                                                                                                                                                             |
| 16   |                |                               |                                                                                                                                                             |
| 17   |                |                               |                                                                                                                                                             |
| 18   |                |                               |                                                                                                                                                             |
| 19   |                |                               |                                                                                                                                                             |
| 20   |                |                               |                                                                                                                                                             |
| 21   |                |                               |                                                                                                                                                             |
| 22   |                |                               |                                                                                                                                                             |
| 23   |                |                               |                                                                                                                                                             |
| 24   |                |                               |                                                                                                                                                             |
| 25   |                |                               |                                                                                                                                                             |
| 26   |                |                               |                                                                                                                                                             |
| 27   |                |                               |                                                                                                                                                             |
| 28   |                |                               |                                                                                                                                                             |
| 29   |                |                               |                                                                                                                                                             |
| 30   |                |                               |                                                                                                                                                             |
| 31   |                |                               |                                                                                                                                                             |

# FAIRBANKS RANCH COMMUNITY SERVICES DISTRICT

**DISCHARGER:** Fairbanks Ranch CSD

ORDER NO: 93-05

SAMPLE FREQUENCY: Quarterly

REPORT FREQUENCY: Quarterly

REPORT FOR: October - December 2023

REPORT DUE: January 2024

SAMPLE POINT: Groundwater Well

SAMPLE TYPE: Grab

ANALYZED BY: SEJPA/Eurofins

SIGNED UNDER PENALTY OF PERJURY

*Randy T. Stephens* \_\_\_\_\_

## QUARTERLY GROUNDWATER MONITORING

| PARAMETER     | UNITS | SAMPLE VALUE | SAMPLE    |         |
|---------------|-------|--------------|-----------|---------|
|               |       |              | DATE      | TIME    |
| TDS           | mg/L  | 4234         | 10/4/2023 | 7:30 AM |
| CHLORIDE      | mg/L  | 1500         | 10/4/2023 | 7:30 AM |
| SULFATE       | mg/L  | 750          | 10/4/2023 | 7:30 AM |
| BORON         | mg/L  | 0.28         | 10/4/2023 | 7:30 AM |
| FLUORIDE      | mg/L  | ND           | 10/4/2023 | 7:30 AM |
| NITRATE (NO3) | mg/L  | 7.9          | 10/4/2023 | 7:30 AM |

To: Chuck Duffy, FRCSD General Manager  
From: Marlene King, FRCSD Board President  
Date: January 2, 2024  
**RE: 2/5/24 Board Agenda Items**

Chuck, please place the following issues on the 2/5/24 agenda. Include this memo in the Board packet.

Old Business: *Hedge plantings along plant boundary parallel to Circa del Norte*

Request a written memo summarizing when this issue was first discussed by the Board, what estimated time tables were stated by management for completion of project, and current status of project which management stated would be installed in fall '23 before the November '23 meeting.

New Business: *Provide context to the "Capital Projects" page on the FRCSD website – which provides photos of recent capital projects.*

Background: 7/3/23 email from President King to G.M. Duffy

#5. "Chuck, if you recall, over six months ago I requested our website have brief reports, accompanied by photos, of recent CIP projects to show our ratepayers where their money has gone...is going. Please provide a day for when these reports will be uploaded."

Chuck's reply: "We got stuck a little with this because there's not a lot to show, most of the construction is just replacement of interfaces and motors and media for the towers, etc. I will have Randy take pictures of what exists and post them at any rate."

Pres. King's request: A photo, with a word or two describing the photo, is not helpful in communicating to our constituents why their sewer fees are increasing 24% year after year. Property owners in Fairbanks Ranch deserve a more sophisticated approach from this District. 1.) The total CIP spend should accompany each photo. 2.) If the CIP spend was for R&R, with exact replacement

available, note. If CIP spend was higher than expected because exact replacement was not available twenty years later, note that. If a system had to be redesigned because new technology is better, note that. 3.) Note anticipated life of new installation. 4.) Do not recall if any CIP was demanded by changing permit requirements, etc., but if so, note.

A few sentences describing what part the “photo” plays in the treatment train would be much appreciated by the folks who are paying the bill.

New Business: *Shoddy, peeling paint of posts at Calle Camposeco lift station.*

Nearly a year ago I spoke with G.M. Duffy to request he drive by the Calle Camposeco lift station to observe the seriously peeling paint on the posts which, I assume, protect the lift station from vehicular damage and to address the peeling paint. Nothing has been done.

I would appreciate fellow Directors taking a spin by Calle Camposeco to view paint condition. Would be helpful to come to consensus how we believe our ratepayers expect CSD property – easily viewed by anyone passing that pump station - to be maintained.

New Business: *General Manager Performance Review.*

Request Board discuss if they wish to carry out a G.M. performance review. If Board agrees, then anticipate our May meeting would have an agenda item establishing review parameters agreed upon by Board and G.M., with Closed Session review to follow on August '24 agenda.

## **Item 10.b. Old Business**

### **Treatment Plant screening planting timeline from the Board Meeting minutes**

#### **May 2023 Board Meeting**

##### **Item 10. Consideration of Treatment Plant Screening Hedge Along Circa Del Norte.**

Director Conger requested that staff bring planting recommendations to the August board meeting along with pictures of the hedge along Circa Del Norte.

#### **August 2023 Board Meeting**

##### **Item 6. Consideration of Additional Plantings for Treatment Plant Screening Hedge Along Circa Del Norte.**

The General Manager reported that he had discussions with the District's landscape contractor Joe Diaz, and based upon those discussions as well as staff's experience with multiple screening plantings in the WPCSD, he would recommend the planting of 15-gallon acacia bushes to fill in the bare spots along Circa Del Norte fronting the treatment plant site.

**ACTION:** Director Conger moved to direct staff plant the 15 gallon acacia bushes, within the \$25,000 budget, and to keep the board apprised of the planting plans. Director LaBouve seconded. Motion carried 5-0.

#### **November 2023 Board Meeting**

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

Operations Report – The board also discussed the treatment plant screening plantings along Circa Del Norte. After general discussion, the proposed acacia bushes will be supplemented with podocarpus bushes to provide some plant diversity in the event of disease.

The District's landscape contractor Joe Diaz was scheduled to begin planting work the week of January 9<sup>th</sup>. He was delayed by several factors so did not start planting until last week. He has also been having trouble securing 15 gallon acacia bushes, so there may be more podocarpus in the mix.

## **Item 10.b. New Business**

### **Capital Projects page on the District website**

<https://frcsd.com/capital-projects/>

Board President King reviewed the District website regarding the Capital Projects tab, and requested that the following information be added to the projects:

1. The total cost of each Capital Project.
2. A note that describes whether a) the Capital Project was for the exact same replacement, b) it was for an updated replacement which cost more, or c) the replacement was a new design because new technology is better.
3. A note that the Capital Project was the result of changing permit requirements, etc.
4. A few sentences describing where and what part the Capital Project plays in the treatment plant process train.

Staff will update the website with the above recommendations.

### **Calle Camposeco Lift Station**

Staff will have the paint on the bollard posts and all exposed surfaces painted.