



**Fieldbrook Glendale  
Community Services District**  
water · sewer · fire

**Notice is hereby given that a  
REGULAR MEETING  
Of the Board of Directors will be held at:  
4584 Fieldbrook Road, Fieldbrook CA 95519**

**Tuesday, June 25, 2024**

Fieldbrook Fire Hall & Teleconference  
7:30 PM Regular Meeting  
MINUTES

**A. Roll Call**

*President Roy Sheppard called the meeting at order at 7:32 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, and Director Janet Miller. Director Jason Garlick was absent. Fire Chief Chris Appleton, Wastewater Technician Grant Weaver, District Engineer Steven Pearl, and General Manager Richard Hanger were present.*

**B. Agenda Modification**

*None.*

**C. Public Comments**

*None.*

**D. Reports**

**1.1 Wastewater Report**

**1.1.1 Maintenance.**

*Wastewater Technician Grant Weaver provided the staff report. The system is functioning properly, and final maintenance projects are scheduled for the remainder of the fiscal year. He has coordinated his replacement, and his last day will be June 30<sup>th</sup>. General Manager Richard Hanger indicated that Grant will be available in an “on call” status and may return this next winter to coordinate maintenance projects. Grant will be compensated for any “on call” responses.*

**1.2 Fire Chief Report**

**1.2.1 Call/Incident report.**

*Fire Chief Chris Appleton provided the staff report. There were eleven calls since the last board meeting; seven medical, two mutual aid, one auto aid, and one false alarm. The department has organized a blood drive and will hold an open house for the community on July 4<sup>th</sup>.*

Meeting Materials may be accessed at:

<https://fieldbrookglendalecsd.specialdistrict.org/board-meetings>

## Tuesday, June 25, 2024

### MINUTES

#### 1.3 District Engineer Report

1.3.1 Muni-meeting report, meeting cancelled.

1.3.2 Anker Tank Replacement project report, other than action/information items.

#### 1.4 Safety Report –

#### 1.5 General Manager Report

#### 1.6 Director Reports

### E. Consent Agenda

The Board will approve the following items by a single vote unless any member of the Board or the public requests an item be removed and considered separately.

#### Approval of Minutes

2.1 Regular Board Meeting, May 28, 2024.

#### Correspondence

3.1

#### Financial Reports

4.1 Interfund Transfers, \$93,518.75.

4.2 Check/EFT Payments Net of deposits, (#7497-7519) \$95,108.54.

4.3 Payroll, \$3,634.40.

4.4 General Journal Entries, 631-633, \$18,475.66.

4.5 Reimbursements \$0.00, Mileage \$445.55.

4.6 Related Party transaction, Central Ave. Service Center, \$2,244.34.

***Director Richard Grissom moved to approve the consent agenda as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.***

### F. Business Items Action/Information

5.1 Construction Management Bid/Contract Award. Action.

*General Manager Richard Hanger provided the staff report and provided the board with supplemental information. The additional information was copies of the bids and a contract for services.*

***Director Richard Grissom moved to award the bid to Standing Wave Engineering and to approve the contract for services based on the staff report and supplemental information. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.***

Notice regarding the Americans with Disabilities Act: The District adheres to the Americans with Disabilities Act. Persons requiring special accommodations or more information about accessibility should contact the District Office. Notice regarding Rights of Appeal: Persons who are dissatisfied with the decisions of the FGCSB Board of Directors have the right to have the decision reviewed by a State Court.

## Tuesday, June 25, 2024

### MINUTES

5.2 Biennial Conflict of Interest review. Action.

*General Manager Richard Hanger provided the staff report.*

***Director Janet Miller moved to approve the biennial conflict of interest review as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.***

#### G. Public Hearings

5.3 Budget adoption fiscal year 2025. Action.

*President Roy Sheppard opened the public hearing. General Manager Richard Hanger provided the staff report. President Roy Sheppard called for public comments, there were none. President Roy Sheppard closed the public hearing and the item returned to the board for consideration.*

***Director Janet Miller moved to approve the budget for fiscal year 2025 as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Garlick was absent.***

#### H. Closed Session – None.

#### I. Future Agenda Items

8.1

#### J. Adjournment/Announcements

9.1 Next regular meeting, July 23, 2024.

*The meeting adjourned at 8:05 PM.*

*Respectfully submitted,*

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*Richard Hanger, Board Secretary*

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*Starr Kilian, Vice-President*

*Attachments: CCCU fund transfer; initialed disbursement register.*