



**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, May 28, 2024

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

A. Roll Call

President Roy Sheppard called the meeting at order at 7:30 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. Fire Chief Chris Appleton was absent. 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 Wastewater Report

.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.

.2 Fire Chief Report

.2.1 Call/Incident report.

Fire Chief Chris Appleton emailed the following report; 16 total calls, 5-EMS, 4-Auto Aid, 1-Mutual Aid, 1-Traffic, and 2-Hazardous Conditions.

District Engineer Report

District Engineer Steven Pearl provided the staff report.

.2.2 Muni-meeting report, meeting cancelled.

**.2.3 Anker Tank Replacement project report, other than action/information items.
Report deferred to action items 5.1 and 5.2.**

Meeting Materials may be accessed at:

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

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.3 Safety Report – *None.*

.4 General Manager Report

.4.1.1 Audit RFP.

General Manager Richard Hanger reported there were no responses to the Audit RFP publication. An additional solicitation is being prepared.

.4.1.2 Construction Management RFQ.

General Manager Richard Hanger reported the RFQ for Construction Management received one response. After conferring with CalOES it has been determined that an additional solicitation will need to be prepared and circulated. The additional solicitation will include a Request for Proposal.

.5 Director Reports

Directors Richard Grissom and Janet Miller announced the McKinleyville Pony Express Days will be the first weekend in June.

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

.1 Regular Board Meeting, April 23, 2024.

Correspondence

.1 HC Elections, Officer Terms Expiring and District Preferences,

Financial Reports

.1 Interfund Transfers, \$81,779.90 less \$20,000 from Water fund.

.2 Check/EFT Payments Net of deposits, (#7480-7496) \$79,094.64.

.3 Payroll, \$6,257.79.

.4 General Journal Entries, 625-630, \$19,430.82.

.5 Reimbursements \$124.72, Mileage \$555.43.

.6 HC Warrant request (Fire Fund) \$45,000.

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

F. Business Items Action/Information

.1 Anker Tank Construction Bid Award. Action.

District Engineer Steven Pearl provided the staff report.

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 FGCS Board of Directors have the right to have the decision reviewed by a State Court.

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Director Jason Garlick based on evidence in the staff report, moved to award the contract for the Anker Tank construction to GRS Sunberg in the amount of \$1,419,100. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick and Miller voting aye.

.2 GHD Anker Tank Support Amendment. Action.
District Engineer Steven Pearl provided the staff report.

Director Richard Grissom moved to approve the amendment for GHD Anker Tank support in the amount of \$31,100, as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick and Miller voting aye.

.3 Resolution 20204-02, Annual Certification of Tax Assessment. Action.
General Manager Richard Hanger provided the staff report.

Director Jason Garlick moved to approve Resolution 2024-02, certifying the annual tax assessment of \$95 per parcel in Zone 2, for fire protection and emergency services as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick and Miller voting aye.

.4 Preliminary Department Budgets, fiscal year 2025. Information.
General Manager Richard Hanger provided the staff report. No action was taken.

G. Public Hearings – None.

H. Closed Session – None.

I. Future Agenda Items

.1 Budget Adoption. June.

J. Adjournment/Announcements

.1 Next regular meeting, June 25, 2024.

The meeting adjourned at 8:11 PM.

Respectfully submitted,

Richard Hanger, Board Secretary

Starr Kilian, Vice-President

Attachments: CCCU fund transfer; initialed disbursement register.

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