



**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, July 23, 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. District Engineer Steven Pearl was absent. Fire Chief Chris Appleton, Wastewater Technician Hal Burris, 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 Hal Burris reported no issues.

1.2 Fire Chief Report

1.2.1 Call/Incident report.

Fire Chief Chris Appleton reported 14 calls; 6 medical, 6 auto-aid, and 2 false alarms. The department is getting an estimate to purchase additional tables and chairs. There was discussion of applying to the Fieldbrook Educational Foundation for support.

1.3 District Engineer, Construction Management Report – No reports.

1.3.1 Muni-meeting report.

1.3.2 Construction Management Report.

1.4 Safety Report – received and filed.

1.5 General Manager Report – no report.

Meeting Materials may be accessed at:

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

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1.6 Director Reports – *no 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, June 25, 2024.

Correspondence

3.1

Financial Reports

4.1 Interfund Transfers, Net of reduced transfer, \$103,415.67.

4.2 Check/EFT Payments, (#7420-7548) \$133,554.63.

4.3 Payroll, \$3,3566.26.

4.4 General Journal Entries, 634-637, 608-613, \$245,790.68.

4.5 Reimbursements \$0.00, Mileage \$365.46.

4.6 Related Party transaction, Central Ave. Service Center, \$802.23.

4.7 Bad Debt, Acct.#810.01, Water \$414.36, Wastewater \$751.04.

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

F. Business Items Action/Information

5.1 Audit services bid/contract, award. Action.

General Manager Richard Hanger provided the staff report. Director Richard Grissom reviewed the finance committee's deliberations.

Director Richard Grissom moved to award an agreement for audit services to O'Connor and Company for a period of three years with an option to renew for two additional years. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.2 Board remuneration. Action.

General Manager Richard Hanger provided the staff report.

Director Jason Garlick moved to leave board remuneration unchanged at \$599 per year. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

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.

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5.3 Quarterly financial reports and budget adjustments. Action.

General Manager Richard Hanger provided the staff report, noting that minor changes will be made following closing entries for the fire fund and adjusted depreciation schedules for all three funds.

Director Jason Garlick moved to approve the quarterly financial reports and budget adjustments as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

G. Public Hearings

6.1

H. Closed Session – None.

I. Future Agenda Items

8.1 Public Hearing, final budget adoption F/Y 2025.

J. Adjournment/Announcements

9.1 Next regular meeting, August 27, 2024.

The meeting adjourned at 7:58 PM.

Respectfully submitted,

Richard Hanger, Board Secretary

Starr Kilian, Vice-President

Attachments: CCCU fund transfer; initialed disbursement register.