

**FLDDBROOK GLENDALE
COMMUNITY SERVICES DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS**

May 19, 2020
Fieldbrook Fire Hall & Teleconference, 7:30 PM
MINUTES

1. Roll Call

General Manager Richard Hanger determined a quorum was not available for the regular meeting of the Board of Directors on May 26, 2020. The regular meeting was rescheduled for May 19, 2020 and notice of the meeting date change was provided on the district website. Vice-President Starr Kilian called the meeting to order at 7:33 PM. Board members present were Director Rich Grissom (teleconference), Director Jason Garlick (teleconference), and Director Janet Miller. President Roy Sheppard, Fire Chief Jack Sheppard and Sewer Technician Grant Weaver were absent. District Engineer Rebecca Crow (teleconference), District Engineer Hannah Gidanian (teleconference), and General Manager Richard Hanger were present.

2. Agenda Modifications

The agenda was modified to include action item 6.2. Resolution #2020-03 Annual confirmation of tax assessment and rate.

3. Public Comments None.

Individuals wishing to speak on matters not listed on the agenda are asked to clearly state their name and address. No action will be taken on items not listed on the Agenda.

4. Reports

4.1 Wastewater Report

4.1.1 – Monthly report

Sewer Technician Grant Weaver provided a report via email. The report included a request to expend approximately \$5,600 for Air Relief Valve purchases. These are currently budgeted. Also, the report included completion of the refurbished wastewater pump which came in under budget at approximately \$7,500 (originally budgeted at \$10,000).

4.2 Safety Report – Disinfectant and other supplies were purchased for prevention of Covid-19.

4.3 Fire Chief Report

4.3.1 – Call/incident report.

Fire Chief Jack Sheppard provided a report via email. The report included two medical and three mutual aid calls. Weekly meetings remain cancelled and are anticipated to resume the second week of June or early July depending upon guidance from County health officials. Fire hydrant maintenance is scheduled for June.

4.4 District Engineer Report –

4.4.1 – Muni meeting report –

District Engineer Rebecca Crow reviewed water usage comparison 2018 vs. 2019 for municipalities for the period of December-April. The data will be discussed at the Muni meeting on May 20, 2020.

4.4.2 – Anker Tank – update

District Engineer Hannah Gidanian reported the site survey, cultural resources survey and report, and wetland/biological study have been completed and submitted. The migratory bird survey is scheduled. Tank manufacturers have been contacted for quotes and preliminary design information.

4.5 General Manager Report

4.5.1 – Potential TRANs participation.

General Manager Richard Hanger discussed the possibility of issuing a Tax Revenue Anticipation Note (TRANs) to finance cash flow needs for the Anker Tank replacement project. The district is working with the California Special District Association.

4.6 Reports by members of the Board. None.

5. Consent Agenda

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

5.1 Approval of minutes

5.1.1 Regular Board Meeting, April 28, 2020.

5.1.2 Special Board Meeting, May 5, 2020.

5.2 Correspondence/Information Items

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5.2.1 LAFCo Budget for F/Y 20-21.

5.3 Financial Reports

- 5.3.1 Interfund Transfers \$24,533.58 (05/05), \$37,543.48 (05/19) Total \$62,077.06
- 5.3.2 Checks (#6119-6140) \$61,792.20
- 5.3.3 Payroll \$4,541.15
- 5.3.4 General Journal Entries 458-464
- 5.3.5 General Manager reimbursement (Zoom \$40.00)
- 5.3.6 Bad Debt Account 2840.01, \$2,496.57.

Director Richard Grissom moved to approve the consent agenda as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

6. Action/Discussion Items

6.1 Preliminary Budget Presentation. Discussion.

General Manager Richard Hanger presented the preliminary budget for fiscal year 2020-2021. The board will adopt a preliminary budget in June and a final budget in August.

6.2 Resolution 2020-03, Annual confirmation of tax assessment and rate.

General Manager Richard Hanger presented the annual resolution which is required by Humboldt County to place the fire benefit assessment on the tax roll.

Director Richard Grissom moved to approve resolution 2020-03 as presented. Director Janet Miller seconded the motion. The motion carried, Ayes 4, Nays 0, Abstain 0, Absent 1.

7. Future Agenda Item's

7.1 – Budget Adoption. June.

7.2 – Consideration of documenting history of FGCS D.

8. Executive Session/Closed Session

The Board may choose to consider items of an urgent nature that have arisen after this agenda was posted. The Board may also choose to adjourn to closed session to discuss legal or personnel matters.

9. Adjournment/Announcements

9.1 - Next regular meeting June 23, 2020

Meeting adjourned at 8:01 PM.

Respectfully submitted,

*Richard Hanger
Secretary to the Board*

*Starr Kilian
Vice-President*

Attachments

CCCU fund transfer

Initialed disbursement register