



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

**Tuesday, November 18, 2025**

Fieldbrook Fire Hall  
7:30 PM Regular Meeting  
MINUTES

**A. Roll Call**

*President Roy Sheppard called the meeting to order at 7:35 PM. Present at the meeting were Vice-President Starr Kilian, Directors Richard Grissom and Janet Miller. Director Jason Garlick was absent. Also in attendance were General Manager Richard Hanger and District Engineer Steven Pearl.*

**B. Agenda Modification**

*None.*

**C. Public Comments**

*None.*

**D. Reports**

**1.1 Fire Chief Report**

**1.1.1 Call/Incident report.**

*Assistant Fire Chief Richard Grissom will provide an updated report in December. The department is compiling a list of items for sale, discard, or donation.*

**1.1.2 Safety Meeting roster. *Received and filed.***

**1.2 District Engineer, Construction Management Report**

**1.2.1 Muni-meeting report.**

*District Engineer Steven Pearl reported the Muni-meeting will resume in January. The Anker Tank Project is nearing completion and is on schedule to meet close-out grant requirements.*

**1.3 General Manager Report**

*General Manager Richard Hanger met with City of Arcata officials on November 3<sup>rd</sup> to discuss underbilling. No further communication has occurred since that meeting.*

**1.4 Director Reports**

*None.*

Meeting Materials may be accessed at:

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

## Tuesday, November 28, 2025

### MINUTES

#### 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 to be removed and considered separately.

##### Approval of Minutes

2.1 Regular Board Meeting, October 28, 2025.

##### Correspondence

3.1

##### Financial Reports

4.1 Interfund Transfers, \$266,711.36 net.

4.2 Payments – Checks #8089-8108 \$311,236.42, EFT \$5,288.83.

4.3 Payroll, \$2,338.20.

4.4 General Journal Entries, 645-652, \$181,461.55.

4.5 Reimbursement (Office Supplies) \$758.57, Mileage \$90.30.

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

#### F. Business Items Action/Information

5.1 GHD Master Services Agreement & On Call Authorization. Action.

*General Manager Richard Hanger provided the staff report indicating that the Master Services Agreement had been reviewed by legal counsel.*

***Director Richard Grissom moved to approve the GHD Master Services Agreement as presented. Director Janet Miller seconded the motion. The motion was carried with Sheppard, Kilian, Grissom, and Miller voting aye. Absent Garlick.***

#### G. Public Hearings

6.1 None

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.

## Tuesday, November 28, 2025

### MINUTES

#### H. Closed Session

7.1 None.

#### I. Future Agenda Items

8.1 Board officer elections & committee appointments.

8.2 Updated roster of public officials.

8.3 Board calendar of regular meetings 2026.

8.4 FEMA Hazard Mitigation Plan approval – tentative.

8.5 2025 Fiscal Year Audit – tentative.

#### J. Adjournment/Announcements

9.1 Next regular meeting, December 16, 2025.

*The meeting adjourned at 8:15 PM.*

*Respectfully submitted,*

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*Richard Hanger, Board Secretary*

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*Starr Kilian, Vice-President*