



**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, December 19, 2023**

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

**A. Roll Call**

*President Roy Sheppard called the meeting to order at 7:30 PM. Board members present were Vice-President Starr Kilian, and Director Janet Miller. Director Richard Grissom joined the meeting at 7:36 following the wastewater report. Director Jason Garlic was absent. Fire Chief Chris Appleton, Wastewater Technician Grant Weaver, District Engineer Steven Pearl and General Manager Richard Hanger were present. Representatives from the district's accounting firm were present, Edward Weaver and Hannah Shapiro (via teleconference).*

**B. Agenda Modification –**

*Item 1.3.2 Status Report – Wastewater Pigging Project was removed from the agenda.*

**C. Public Comments – None.**

**D. Reports**

**1.1 Wastewater Report**

*Sewer Technician Grant Weaver noted higher flows attributed to inflow and infiltration from recent storm events. An electrical malfunction at pump station one was repaired. GRS has completed a manhole repair and ARV valves have been serviced.*

**1.2 Fire Chief Report**

**1.2.1 Call/Incident report**

*Fire Chief Chris Appleton reported the following calls: 6-auto aid, 5-EMS, 1-Mutual aid, 1-Special duty. Officer elections for 2024 were held and there were no changes.*

**1.3 District Engineer Report**

**1.3.1 Muni-meeting report. No meeting.**

~~**1.3.2 Status Report – Wastewater Pigging Project**~~

**1.3.3 Anker Tank Replacement project report.**

*District Engineer Steven Pearl reported a kickoff meeting was held with representatives from CAL Oes for Phase II (construction) of the project.*

Meeting Materials may be accessed at:

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

## Tuesday, December 19, 2023

### AGENDA

- 1.4 Safety Report – Holiday Safety – *received and filed.*
- 1.5 General Manager Report – *None.*
- 1.6 Director Reports – *None.*

#### 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, November 14, 2023.

##### Correspondence

- 3.1 FGCSA Audit Management Letter.

##### Financial Reports

- 4.1 Interfund Transfers, \$118,701.82 (less voided check HBMWD \$27,579.15)
- 4.2 Check/EFT Payments, (#7371-7401) \$145,333.06
- 4.3 Payroll, \$4,654.09.
- 4.4 General Journal Entries, 613-616, \$17,794.68.
- 4.5 Reimbursements \$697.25, Mileage \$510.91.

***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. Director Garlick was absent.***

#### F. Business Items Action/Information

- 5.1 Receive and File audit report for fiscal year 2023. Action.

*The District's audit report for the 2023 fiscal year was presented representatives from Hunter, Hunter, and Hunt. Edward Weaver and Hannah Shapiro (via teleconference) reviewed the report and provided comments to the board.*

***Director Richard Grissom moved to receive and file the 2023 audit report as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Director Garlick was absent.***

- 5.2 Election of Officers for 2024. Action.

*Nominations were opened for the position of President and Vice-President. Director Richard Grissom nominated Roy Sheppard as President and Starr Kilian as Vice-President. No other nominations were received. Nominations were closed.*

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

## Tuesday, December 19, 2023

### AGENDA

***Director Richard Grissom moved to elect Roy Sheppard as President and Starr Kilian as Vice-President, and to appoint Director Jason Garlick to the HBMWD water task force with Director Starr Kilian serving as an alternate. Director Starr Kilian seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Director Garlick was absent.***

5.3 Board Calendar 2024. Action.

***Director Janet Miller moved to approve the 2024 Board Calendar as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, and Miller voting aye. Director Garlick was absent.***

5.4 Roster of Public Officials. Action.

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

G. Public Hearings – None.

H. Closed Session – None.

I. Future Agenda Items

8.1 Financial reports and budget update. January

8.2 CA I Bank, annual report. January

J. Adjournment/Announcements

9.1 Next regular meeting, January 23, 2024.

*The meeting adjourned at 8:20 PM.  
Respectfully submitted,*

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*Richard Hanger  
Secretary to the Board*

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*Starr Kilian  
Vice-President*

*Attachments*

*CCCU fund transfer  
Initialed disbursement register*

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