



**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 16, 2025

Fieldbrook Fire Hall
7:30 PM Regular Meeting
MINUTES

A. Roll Call

President Roy Sheppard called the meeting to order at 7:32 PM. Present at the meeting were Vice-President Starr Kilian, Directors Richard Grissom, Jason Garlick and Janet Miller. 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.

Interim Fire Chief Richard Grissom reported November calls:

EMS – 7

Mutual Aid – 1

False Alarm – 1

December calls to date:

EMS - 4

The Volunteers will not meet again until January and they are developing a master calendar.

1.1.2 Safety Meeting roster.

Received and filed.

1.2 District Engineer, Construction Management Report

1.2.1 Construction report.

District Engineer Steven Pearl reported that the new Anker Tank will go online tomorrow.

1.3 General Manager Report

General Manager Richard Hanger reported that a draft of the 2025 audit has been received and is being reviewed.

Meeting Materials may be accessed at:

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

Tuesday, December 16, 2025

MINUTES

1.4 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 to be removed and considered separately.

Approval of Minutes

2.1 Regular Board Meeting, November 18, 2025.

Correspondence

3.1 None.

Financial Reports

4.1 Interfund Transfers, \$141,128.00, Net \$111,128.00

4.2 Payments – Checks \$140,834.74, EFT \$6,588.18.

4.3 Payroll, \$2,338.20.

4.4 General Journal Entries, \$43,596.47

4.5 Reimbursement \$401.59, Mileage \$121.80

4.6 Related party transaction: Central Avenue Service Center, \$700.82.

4.7 HC Warrant request, transfer fire funds, \$90,000.

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

F. Business Items Action/Information

5.1 Board officer elections & committee appointments.

President Roy Sheppard opened the nominations. Director Jason Garlick nominated Roy Sheppard as President, Starr Kilian as Vice-President, Jason Garlick as representative for the Humboldt Bay Municipal Water District Water Task Force, with Director Starr Kilian serving as an alternate. No other nominations were forthcoming. President Roy Sheppard closed the nominations.

Director Jason Garlick moved to elect the nominated slate of officers and appointments. Director Richard Grissom seconded the motion. The motion was carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.2 Updated roster of public officials.

General Manager Richard Hanger presented the staff report. The updated roster of public officials was received and filed.

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.

Tuesday, December 16, 2025

MINUTES

5.3 Board calendar of regular meetings 2026.

General Manager Richard Hanger presented the staff report.

Director Janet Miller moved to adopt the board calendar of regular meetings for calendar year 2026. Director Jason Garlick seconded the motion. The motion was carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.4 Resolution 2025-02, Adoption of the 2025 Hazard Mitigation Plan. Action.

General Manager Richard Hanger presented the staff report.

Director Richard Grissom moved to adopt resolution 2025-02, Adoption of the 2025 Hazard Mitigation Plan. Director Janet Miller seconded the motion. The motion was carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

5.5 Authorize General Manager to apply for CCCU-Visa Card.

General Manager presented the staff report.

Director Richard Grissom moved to authorize the General Manager Richard Hanger to apply for a Coast Central Credit Union Visa Card, per policy 2115. The credit card limit shall be \$5,000. Director Jason Garlick seconded the motion. The motion was carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.

G. Public Hearings

6.1 None

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 Quarterly financial reports and budget adjustments.

8.2 CPI Wage Adjustments.

8.3 2025 Audit Report.

J. Adjournment/Announcements

9.1 Next regular meeting, January 27, 2026.

The meeting adjourned at 7:54 PM.

Respectfully submitted,

Richard Hanger, Board Secretary

Starr Kilian, Vice-President

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.