



**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, September 23, 2025
Fieldbrook Fire Hall & Teleconference
7:30 PM Regular Meeting
AGENDA

A. Roll Call

Vice-President Starr Kilian called the meeting to order at 7:32 PM. Present at the meeting were Directors Jason Garlick and Janet Miller. President Roy Sheppard and Director Richard Grissom were absent. Also in attendance were General Manager Richard Hanger and District Engineer Steven Pearl. Fire Chief Chris Appleton was absent. District Counsel Russ Gans joined the meeting via telephone at 8:18 for closed session.

B. Agenda Modification

None.

C. Public Comments

None.

D. Reports

1.1 Fire Chief Report

1.1.1 Call/Incident report.

Fire Chief Chris Appleton emailed the following report:

- *EMS – 7*
- *Auto aid – 5*
- *Mutual aid – 1*
- *Fire – 1*
- *Hazardous conditions – 1*

1.1.2 Safety Meeting roster.

1.2 District Engineer, Construction Management Report

District Engineer Steven Pearl reported that the Anker Tank had arrived at the construction site and is being installed.

1.2.1 Muni-meeting report.

District Engineer Steven Pearl reported the Muni-meeting discussed the recent emergency repair of HBMWD's main line and subsequent news reports.

Meeting Materials may be accessed at:

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

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1.3 General Manager Report

None.

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, August 26, 2025.

Correspondence

3.1

Financial Reports

4.1 Interfund Transfers, \$91,377.04 (less Water transfer \$58,246.72) net \$33,130.32

4.2 Payments – Checks #8046-8066 \$81,956.35, EFT \$8,410.45.

4.3 Payroll, \$2,338.20.

4.4 General Journal Entries, 639-640, \$21,911.45.

4.5 Reimbursement (office supplies) \$293.49, Mileage (July/August) \$268.80.

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

F. Business Items Action/Information

5.1 Rate Study, GHD – Scope of Work. Action.

Director Jason Garlick moved to approve rate study as presented, not to exceed \$35,200 and the scope of work amended to include an analysis of water and wastewater connection fees. Director Janet Miller seconded the motion. The motion was carried with Kilian, Garlick, and Miller voting aye. Absent Sheppard and Grissom.

5.2 Master Services Agreement & On Call authorization, GHD. Action.

No action was taken. General Manager Richard Hanger will refer The Master Services Agreement to District Counsel.

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.

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H. Closed Session

7.1 Conference with Legal Counsel – City of Arcata, wastewater billing.
Vice-President Star Killian adjourned the regular meeting to closed session at 8:18 PM. Closed session concluded at 8:43 PM. The board returned to the regular meeting and the Vice-President reported that no action was taken during closed session.

I. Future Agenda Items

- 8.1 Review MD&A for 2025.
- 8.2 Financial Reports and Budget Adjustments.
- 8.3 Wastewater Annual ADDM Report.

J. Adjournment/Announcements

- 9.1 Next regular meeting, October 28, 2025.

The meeting adjourned at 8:44 PM.

Respectfully submitted,

Richard Hanger, Board Secretary

Starr Kilian, Vice-President