

**FLDDBROOK GLENDALE  
COMMUNITY SERVICES DISTRICT**

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

**Tuesday, May 25, 2021**

Fieldbrook Fire Hall & Teleconference, 7:30 PM  
MINUTES

**A. Roll Call**

*President Roy Sheppard called the meeting to order at 7:35PM. Board members present Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. Sewer Technician Grant Weaver was absent. Fire Chief Jack Sheppard, District Engineer's Rebecca Crow and Hannah Gidanian (teleconference), and General Manager Richard Hanger were present.*

**B. Agenda Modification**

*No modifications.*

**C. Public Comments**

*None.*

**D. Reports**

**1.1 Wastewater Report**

*Sewer Technician Grant Weaver sent a written report indicating that the system was functioning as designed. Projects underway are flushing the wet well and rebuilding of pumps for Pump Station #2.*

**1.2 District Engineer Report**

**1.2.1 Muni Meeting report**

*District Engineer Rebecca Crow provided a report on the topics discussed during the Muni meeting. Topics included emergency declaration at Ruth Lake (August Complex Fire), Cross training with the Arcata Fire Department, Peninsula CSD update, HC drought declaration, Cal Fire Forest Health Grant, and CalOES/FEMA federal procurement process.*

**1.2.2 Anker Tank Replacement project report`**

*District Engineer Hannah Gidanian provided the project report. Field work for the Geo Tech report has been completed and the report is in process. Preliminary design work is being discussed and researched. The District has requested a project extension and the construction timeline has been adjusted to the spring/summer of 2022.*

**1.3 Fire Chief Report**

*Fire Chief Jack Sheppard reported the department has completed training for the administering of Narcan, AED battery replacements, Cal Fire grant submitted, and issues with the departments website Google platform.*

Meeting Materials may be accessed at:

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

## Tuesday, May 25, 2021

### MINUTES

#### 1.3.1 Call/Incident report

*Fire Chief Jack Sheppard reported 3 medical calls, 1 traffic accident response, and 1 mutual aid assist.*

#### 1.4 Safety Report – received and filed.

#### 1.5 General Manager Report – no additional report.

#### 1.6 Director Reports – no reports.

### E. Consent Agenda

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

#### Approval of Minutes

##### 2.1 Regular Board Meeting, April 27, 2021.

#### Correspondence

##### 3.1 To: FEMA, requesting an extension for the Anker Tank project.

#### Financial Reports

##### 4.1 Interfund Transfers, \$71,826.66.

##### 4.2 Check/EFT Payments, (6463-6489), \$56,826.66.

##### 4.3 Payroll, \$3,686.71.

##### 4.4 General Journal Entries (500, 501, 496R, 497R)

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

### F. Business Items Action/Information

#### 5.1 Water Infrastructure Evaluation Update. Discussion/Review.

*District Engineer Rebecca Crow reviewed the technical report and led a discussion of the findings and recommendations. By consensus the Board directed the District Engineer to prepare a Scope of Work and estimate, to consider the benefit/cost analysis of alternative 1 (tank placement), alternative 2 (booster pump station) and to implement alternative 4 (back-flow valves at Lyman).*

#### 5.2 District Logo Design. Action.

***Director Richard Grissom moved to approve district logo (option 1) as presented. Director Jason Garlic seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.***

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.

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### MINUTES

5.3 Certification of Fire Tax Assessment. Action.

**Director Jason Garlic moved to approve Resolution #2021-04 certifying the fire tax assessment for fiscal year 2022 as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.**

5.4 Budget presentation F/Y 2022. Discussion/Information.

*General Manager Richard Hanger presented the preliminary budget for fiscal year 2022. No action was taken.*

5.5 Policy 1000-adoption/amendment of policies, 1005-association memberships, 1010-basis of authority. Action.

**Director Jason Garlic moved to approve policies 1000, 1005, and 1010 as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick, and Miller voting aye.**

#### G. Public Hearings

6.1 None.

#### H. Future Agenda Items

7.1 Budget adoption. June.

#### I. Adjournment/Announcements

8.1 Next regular meeting, May 25, 2021.

*Meeting adjourned at 8:58 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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