



**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, May 24, 2022**

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

**A. Roll Call**

*President Roy Sheppard called the meeting to order at 7:30PM. Board members present were Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. Vice-President Starr Kilian was absent. Also present were Fire Chief Jack Sheppard, Sewer Technician Grant Weaver, GHD Engineers Rebecca Crow, Hannah Gidanian (via teleconference), and General Manager Richard Hanger.*

**B. Agenda Modification**

*None.*

**C. Public Comments**

*None.*

**D. Reports**

**1.1 Wastewater Report**

*Sewer Technician Grant Weaver provided the wastewater report. A battery back-up has been added to Pump Station #1 and we are researching replacement cellular well monitors for both pump stations.*

**1.2 Fire Chief Report**

**1.2.1 Call/Incident report**

*Fire Chief Jack Sheppard reported one medical and five cancelled calls. A school group will be touring the fire station in June. Truck 8717 is having a water leak repaired and a Cal Fire grant request has been submitted for fiscal year 2023.*

**1.3 District Engineer Report**

**1.3.1 Muni-meeting report.**

*District Engineer Rebecca Crow reported the Muni group discussed drought regulations and possible responses from the Muni group given the relative health of our water supply. The Samoa Tax Enhancement district was discussed and potential revision of Ordinance 16. ACWA Region 1, will be in Eureka July 7<sup>th</sup> and 8<sup>th</sup> for the North Coast Water Forum and tour.*

**1.3.2 Anker Tank Replacement project report.**

*Our project request for additional funding for the porcelain lined tank is under review. Construction will likely be delayed until the spring/summer of 2023.*

Meeting Materials may be accessed at:

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

## Tuesday, May 24, 2022

### MINUTES

1.4 Safety Report – Outdoor Hazards

*Reviewed 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 public requests an item be removed and considered separately.

Approval of Minutes

2.1 Regular Board Meeting, April 26, 2022.

Correspondence

3.1

Financial Reports

4.1 Interfund Transfers, \$97,968.31 (less \$40,000). Net \$57,968.31.

4.2 Check/EFT Payments, (#6837-6869) \$97,950.41

4.3 Payroll, \$3,961.70

4.4 General Journal Entries, #537-542

4.5 Reimbursements, Mileage \$397.22

4.6 Bad Debt, Acct#38005 - \$1,057.28, Acct#1180.01 - \$2,318.08.

4.7 Related Party Transaction, Central Ave Service, Oil Change, \$96.18

4.8 H.C. Warrant request, Fire Funds - \$45,000.

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

#### F. Business Items Action/Information

5.1 Policy 2305, Emergency Response Guideline for Hostile or Violent Incidents.

Tabled from the regular board meeting April 26, 2022. Action.

***Director Jason Garlick moved to approve Policy 2305 with the revision to strike the word “immediate” from 2305.2 (a). Director Richard Grissom seconded the motion. The motion carried with Sheppard, Garlick, Grissom and Miller voting aye. Director Kilian was absent.***

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, May 24, 2022

### MINUTES

5.2 Budget presentation. Information.

*General Manager Richard Hanger reviewed the proposed budget for fiscal year 2023. No action was taken.*

5.3 Certification of Fire Tax Assessment. Action.

***Director Richard Grissom moved to approve Resolution 2022-02, Annual Certification of Fire Tax Assessment and Rate as presented. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Garlick, Grissom and Miller voting aye. Director Kilian was absent.***

5.4 Les Schwab, Fire Truck monthly inspections. Action.

***Director Richard Grissom moved to approve the monthly tire inspections by Les Schwab as presented. Director Janet Miller seconded the motion. The motion carried with Sheppard, Garlick, Grissom and Miller voting aye. Director Kilian was absent.***

#### G. Public Hearings

6.1 None.

#### H. Closed Session

7.1 None.

#### I. Future Agenda Items

8.1 Budget adoption. June.

8.2

#### J. Adjournment/Announcements

9.1 Next regular meeting, June 28, 2022.

*Meeting adjourned at 8:48 PM.*

*Respectfully submitted,*

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*Richard Hanger*  
*Secretary to the Board*

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*Roy Sheppard*  
*President*

#### *Attachments*

*CCCU fund transfer*

*Initialed disbursement register*

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