



**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, April 23, 2024**

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

**A. Roll Call**

*President Roy Sheppard called the meeting at order at 7:30 PM. Board members present were Vice-President Starr Kilian, Director Richard Grissom, Director Jason Garlick, and Director Janet Miller. Fire Chief Chris Appleton, Wastewater Technician Grant Weaver, District Engineer Rebecca Crow, District Engineer Steven Pearl, and General Manager Richard Hanger were present.*

**B. Agenda Modification**

*The Fire Chief Report will follow public comments.*

**C. Public Comments – None.**

**D. Reports**

**1.1 Wastewater Report**

**1.1.1 Grant Weaver resignation.**

*Wastewater Technician Grant Weaver provided the staff report. Final projects for the fiscal year are ARV maintenance, manhole repair, and flushing of the mainline and tributary lines. Grant anticipates working through the first or second week of June.*

**1.2 Fire Chief Report**

**1.2.1 Call/Incident report.**

*Fire Chief Chris Appleton provided the staff report. A total of fifteen call outs, four auto-aid, and eleven EMS.*

**1.3 District Engineer Report**

**1.3.1 Muni-meeting report – no report.**

**1.3.2 Anker Tank Replacement project report – no additional report.**

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

Meeting Materials may be accessed at:

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

## Tuesday, April 23, 2024

### MINUTES

#### Approval of Minutes

2.1 Regular Board Meeting, March 26, 2024.

#### Correspondence

3.1 HCSD, re: LAFCo Election for Special District Members.

3.2 Hunter, Hunter, & Hunt, re: resignation letter.

3.3 HC Elections, Certification of votes cast.

#### Financial Reports

4.1 Interfund Transfers, \$93,551.77.

4.2 Check/EFT Payments Net of deposits, (#7463-7479) \$93,321.44.

4.3 Payroll, \$3,838.82.

4.4 General Journal Entries, 623-624, \$17,341.10.

4.5 Reimbursements \$183.76, Mileage \$466.32.

***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 Advertisement for Anker Tank Construction Bid. Information.

*General Manager Richard Hanger provided the staff report. No action was taken.*

5.2 Engineers estimated construction costs. Information/Direction.

*District Engineers Rebecca Crow and Steven Pearl discussed estimated construction costs. General Manager Richard Hanger discussed possible financing options if construction bids are above available resources. No action was taken.*

5.3 Request for Qualifications: Construction Management, Anker Tank Project.  
Information.

*General Manager Richard Hanger provided the staff report. No action was taken.*

5.4 Request for Proposal, Audit Services, 2024-2026. Action.

*General Manager Richard Hanger provided the staff report.*

***Director Jason Garlick moved to publish and solicit a request of proposal for audit services as presented. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick and Miller voting aye.***

5.5 Revised Agreement for Proposition 172 Revenue F/Y 2023-2028. Information.

*General Manager Richard Hanger provided the staff report. No action was taken.*

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, April 23, 2024

### MINUTES

5.6 Water Loans to Fire, review and set interest rate for 2025. Action.

*General Manager Richard Hanger provided the staff report.*

***Director Jason Garlick moved to leave the rate of interest unchanged (4.5%) for the fiscal year 2025. Director Richard Grissom seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick and Miller voting aye.***

5.7 Third Quarter financial reports and budget adjustments. Action.

*District Manager Richard Hanger provided the staff report.*

***Director Richard Grissom moved to approve the quarterly budget reports and budget adjustments as presented. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick and Miller voting aye.***

5.8 LAFCo, Special District Member election. Action.

*District Manager Richard Hanger provided the staff report.*

***Director Richard Grissom moved to support Heidi Benzonelli. Director Jason Garlick seconded the motion. The motion carried with Sheppard, Kilian, Grissom, Garlick and Miller voting aye.***

G. Public Hearings – None.

H. Closed Session – None.

I. Future Agenda Items

8.1 Budget Presentation. May.

8.2 Certification of Tax Assessment. May.

8.3 Special Meeting to award Anker Tank Bid and/or discuss financing options. May.

J. Adjournment/Announcements

9.1 Next regular meeting, May 28, 2024.

*The meeting adjourned at 8:28 PM.*

*Respectfully submitted,*

\_\_\_\_\_  
*Richard Hanger, Board Secretary*

\_\_\_\_\_  
*Starr Kilian, Vice-President*

*Attachments: CCCU fund transfer; initialed disbursement register.*

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.