



**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, October 28, 2025

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

A. Roll Call

President Roy Sheppard called the meeting to order at 7:30 PM. Present at the meeting were Vice-President Starr Kilian, Directors Jason Garlick and Janet Miller. Director Richard Grissom was absent. Also in attendance were General Manager Richard Hanger, District Engineer Steven Pearl, and Fire Chief Chris Appleton.

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 provided the following report:

EMS – 5

Patient assist – 2

Mutual Aid – 1

Hazardous conditions – 1

Fire Chief Chris Appleton also reported that he will be taking a leave of absence through December, effective immediately. His responsibilities will be assumed by Assistant Chief Richard Grissom. On a separate note, and unrelated to his leave of absence, he suggested the board consider background checks for volunteers.

1.1.2 Safety Meeting roster.

None.

1.2 District Engineer, Construction Management Report

District Engineer Steven Pearl reported that the Anker Tank project is nearing completion. The tank is on site, and the next steps include electrical and plumbing connections. The Muni-meeting did not convene this month and may not reconvene until the new year.

Meeting Materials may be accessed at:

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

Tuesday, October 28, 2025

MINUTES

1.2.1 Muni-meeting report.

1.3 General Manager Report

General Manager Richard Hanger reported that the 2025 audit is almost finished and there's a meeting with the City of Arcata about underbilling has been scheduled for November 3rd.

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, September 23, 2025.

Correspondence

3.1

Financial Reports

4.1 Interfund Transfers, \$32,588.22 net.

4.2 Payments – (*corrected*) Checks #8067-8088 \$269,294.25, EFT \$6,285.00.

4.3 Payroll, \$2,338.20.

4.4 General Journal Entries, 641-644, \$33,392.18.

4.5 Reimbursement (Ring Central) \$688.89, Mileage (Sept/Oct) \$300.30.

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

F. Business Items Action/Information

5.1 Financial Reports and Budget Adjustments. Action.

General Manager Richard Hanger provided the staff report.

Director Jason Garlick moved to receive the financial reports and approve the budget updates as presented. Director Janet Miller seconded the motion. The motion was carried with Sheppard, Kilian, Garlick, and Miller voting aye. Absent Grissom.

5.2 Wastewater Annual ADDM Report. Action.

General Manager Richard Hanger provided the staff report. The board noted the increased ADDM increased flows.

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

5.3 Review MD&A for 2025. No Action. Supplemental.

General Manager Richard Hanger provided the staff report and supplemental material. No action was taken.

G. Public Hearings

6.1 None

H. Closed Session

7.1 None.

I. Future Agenda Items

8.1 Master Services Agreement & On Call authorization, GHD.

J. Adjournment/Announcements

9.1 Next regular meeting, November 18, 2025.

The meeting adjourned at 8:06 PM.

Respectfully submitted,

Richard Hanger, Board Secretary

Starr Kilian, Vice-President