



North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

<http://nscfpd.org> - (707)785-2648

DRAFT

NSCFPD Standing Finance Committee Minutes

1:00 pm Friday March 1, 2019

Sea Ranch North Fire Station (39250 South Highway 1, The Sea Ranch)

Assistance for the Disabled: If you are disabled in any way and need accommodation to participate in the meeting, please call the Fire Chief at 707-785-2648 at least 48 hours in advance so the necessary arrangements can be made.

Copies of Full Agenda Packet: Are available online, at the meeting, and may be requested by emailing a request to info@northsonomacoastfpd.org.

Note that any times listed below are approximate. Order of items may be adjusted to accommodate time certain requirements.

- I. **CALL TO ORDER**
- II. **ROLL CALL:** Committee members—Scott, Jacobs, Plakos, Campbell, and Buckley present.
- III. **AMENDMENTS TO AGENDA:** *NA*
- IV. **APPROVAL OF PREVIOUS MEETING MINUTES:** *Motion to approve the minutes from the January 30, 2019 meeting minutes was made by Plakos, seconded by Scott, and unanimously approved.*
- V. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** *Any person wishing to speak to the Board on any item not listed on the agenda may do so during public comment. All presentations made under public comment are normally restricted to three (3) minutes in length per meeting unless the Board Chair specifically authorizes additional time. None*
- VI. **DISCUSSION/ACTION ITEMS**
 - A. Treasurer's Report:
 - a. Setup of CalTRUST accounts are complete and \$900,000 has been transferred to CalTRUST
 - b. Credit cards are being set up to replace district debit cards
 - c. Operations staff has begun the preliminary budget planning process for FY 19/20
 - B. Financial Goals:
 - a. The committee discussed potential goals, objectives, and considerations for the Board's planning session on March 11, 2019. These topics included: ERAF and the potential impact regardless of final outcome; possible consolidation of districts (Timber Cove, Fort Ross, and Sea Ranch) if proposed by the county; and succession planning.

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- b. The group agreed that we must plan on what we do know and may need for the upcoming year yet be ready to adjust for different and changing variables as described above.

C. Auditor

- a. The Finance Committee has reviewed information from three audit firms and recommends entering into an agreement with the Blomberg & Griffin Accountancy Corporation for the year(s) ending June 30, 2019, 2020, and 2021. Fees are based on hourly rates ranging from \$45-\$95 per hour with a maximum fee not to exceed \$6525 for the audit and \$450 for the Controller's Report for each fiscal year. The motion was made by Scott, seconded by Jacobs and unanimously approved

VII. CALENDAR LOOK-AHEAD: *The next Finance Committee is scheduled, March 29, 2019, 11 a.m., North Fire Station*

VIII. ADJOURNMENT TO NEXT MEETING: *Meeting adjourned 2:14 p.m.*