



# North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

<http://nscfpd.org> - (707) 639-0961

## NSCFPD Finance Committee Minutes

Sea Ranch North Fire Station, 39250 Highway One, The Sea Ranch, CA 95497

Thursday, October 10, 2024, 2:30 p.m. PDT

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- I. **CALL TO ORDER:** The meeting was called to order at 2:30 pm.
- II. **ROLL CALL:** Members Blair-Johns, Campbell, Nybakken, and Chief Plakos attended in person. Guests CalFire Captain Briant and Margery Entwisle attended in person.
- III. **REMOTE ATTENDANCE:** Guests Daymon Doss and Paul Plakos attended remotely.
- IV. **AMENDMENTS TO AGENDA:** None
- V. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VI. **CONSENT CALENDAR:** Campbell moved, Blair-Johns seconded, motion to approve Consent Calendar. Unanimous approval.
  - A. Approve minutes from the September 10, 2024 meeting
  - B. Approve account reconciliation reports for September, 2024
- VII. **DISCUSSION/ACTION ITEMS**
  - A. FC Membership: Member Michael Tilles has resigned due to health concerns. Chair Nybakken explained duties of members to candidate Margery Entwisle, who expressed interest in joining committee. Chief Plakos moved, Blair-Johns seconded, motion to recommend to Board that Entwisle be appointed to Finance Committee. Unanimous approval.
  - B. Treasurer's Report: Chief Plakos elaborated on details of CalFire error as reported in Treasurer's Report in the packet.
  - C. Designated Funds: Discussion of document in packet. Campbell moved, Blair-Johns seconded that the following recommendations be made to the Board: move \$150,000 from Unassigned Fund Balance to Apparatus Fund; move sufficient funds from Unassigned Fund Balance to Operating Reserve to bring that total to \$1,255,000; and, going forward, all Rental Income will be added to the Apparatus Fund. Unanimous approval.
  - D. Measure H: Chief Plakos reported that legal documents are being drafted. Each Fire Protection District will then sign its personalized version of the agreement with County Administrator's Office.
  - E. Auditing Services: Campbell reported that it appears that Blomberg and Griffin are performing the audits of all the independent Fire Districts in Sonoma County except Sonoma Valley, who use Chavan & Associates. There was discussion regarding whether to put audit out to bid now, versus staying with a knowledgeable firm during the first two years of Measure H. Blair-Johns moved, Nybakken seconded, that NSCFPD explore a 2-year extension with Blomberg and Griffin at the appropriate time during the current year's audit process. Unanimous.
  - F. Bookkeeping: All expressed enthusiastic satisfaction with the work of Aimee Chudy, our bookkeeper and HR consultant.

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G. Fire Station Financing: Nybakken walked through the slides in the packet, and also shared his experiences so far in exploring funding sources for the RCMS building expansion.

H. Next Meeting: as appropriate, when draft audit is ready for review.

**VIII. ADJOURNMENT:** Meeting was adjourned at 4:24 pm.