



# North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

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

## NSCFPD Board Meeting Action Summary

February 19, 2025 Wednesday 10:00 a.m.

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

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- I. **CALL TO ORDER: 10:03 am**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Chair Campbell, Vice-chair Nybakken, Sect. Colson, member Gardener. Member Tittle joined via Zoom at 10:25 am
- IV. **REMOTE ATTENDANCE:** Member Tittle will be attending remotely due to just cause as defined by AB 2449. Motion to approve by Member Gardener, Second by Sect. Colson, approved by 4-0.
- V. **AMENDMENTS TO AGENDA:** None
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VII. **CONSENT CALENDAR:** Motion to approve by Vice-Chair Nybakken, seconded by Member Gardener. Approved by Board 4-0.
  - A. Approve Expenses: December 2024
  - B. Approve Minutes from the January 15, 2025 Board meeting
- VIII. **REPORTS**
  - A. Chair: Chair Campbell opened her report with a thank you to Chief Plakos for stepping in and filling the gap after the departure of the admin assistant. Request that an update be presented today about current status of CAL FIRE given all that is going on in our State and Country. FDAC update and the value of the meeting to her and she believes to the District.
  - B. Chief: As presented, discussion regarding the sale of 4432 and the difficulty of selling it in California except to another Fire Department. General discussion regarding Timber Cove projects. Measure H oversight comm. recruitment.
  - C. CAL FIRE: Captain Miller introduced the new, 3rd CAL FIRE Captain, Capt. Keith Martinson. Schedule B is back up due to current events in the State. Veg. management is the focus of Schedule B with burning primarily at this time. Burning within TSR soon. No new management strategies within CAL FIRE at this time. CAL Fire is 2.2% of the State's General fund budget.
  - D. District Administrator: Thank you to Chief Plakos for her support and participation during the absence of an admin asst. the last few weeks. Reminder to those who need to complete their compliance training for AB1234. Review of recruitment process for admin asst. position.

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- E. Facilities Ad Hoc: Multiple meetings of Ad Hoc and review of financial aspects of NFS Expansion. Virtual meeting with Christie Crowl, legal counsel regarding surplus land act and ownership of property at the NFS location. VFA is the owner of the land and building. Prevailing wage discussion and review by counsel of our contraction for services policy. Revised estimate of project cost from \$8 Million to \$13 Million.
- F. VFA Liaison: Update on various fundraising efforts and monies spent in support of the community and the NSCFPD.
- G. Treasurer: As presented with no questions.  
Finance Committee: Recent meeting to review the proposal for financial advisor. Board action approved. Three items developed for presentation to the full Board on 02/19/25.

### IX. DISCUSSION/ACTION ITEMS

- A. Auditors Agreement. Presentation by DA with recommendation to approve new three-year agreement offered by Blomberg and Griffin Accountancy Corporation. Agreement to cover the years 24-25 through 26-27 with an increase of cost at 12%. Motion made by Member Gardener and seconded by Vice-Chair Nybakken to approve. Board voted 5-0 to approve
- B. Water Tender: Presentation by Chief Plakos to review the process of purchasing a new water tender and the opportunity to join with North Sonoma County and Timber Cove Fire Districts to make a group purchase with a price \$305,000.00 and better delivery time. Motion made by Vice-Chair Nybakken and seconded by Member Gardener to approve. Board voted 5-0 to approve.
- C. Admin Assistant Salary Range: Presentation by DA regarding review and survey of area salaries for this position. Recommend a new five step salary range of \$28.50-\$35.00 per hour. Position to be part-time. Motion to approve made by Member Gardener and seconded by Vice-Chair Nybakken. Board voted 5-0 to approve.
- D. Apparatus Disposal: Presentation by Chief Plakos proposing the sale 4432 Water Tender to Timber Cove District for \$1.00. Motion by Member Gardener and second by Vice-Chair Nybakken. Board voted 5-0 for approval.
- E. Financial Advisor Selection Process: Vice-Chair Nybakken presented that the Finance Committee and the Facilities AD Hoc had been taking a look at the differing forms of financing that were available and it became clear that we could use some expertise in evaluating our options. The recommendation is that the Board authorize the Finance Committee to conduct a search and bring forth to the Full Board recommendations for consideration for a financial advisor. The process would begin immediately and hope to bring forth a recommendation in May 2025. Motion by Member Gardener and seconded by Sect. Colson authorizing the selection process proposed by the Finance Committee. Board approved by a vote of 5-0 aye.

- X. **CALENDAR LOOK-AHEAD:** Incomplete and upcoming calendar items were discussed. It was suggested to discuss the board retreat item and who might work on it at the next meeting.

### XI. ADJOURNMENT TO NEXT MEETING:

Next Scheduled Regular Meeting: Wednesday March 19, 2025