



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

Wednesday, September 17, 2025, 10:00 a.m.

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

- I. **CALL TO ORDER:** 10:00 a.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Chair Campbell, Vice-Chair Nybakken; Director Gardener, Secretary Colson, Director Bode, Director Coley
- IV. **REMOTE ATTENDANCE:** No Action
- V. **AMENDMENTS TO AGENDA:** Motion to move Item X.A regarding Recognition resolutions for departing board members to earlier in agenda before Consent Calendar. Made by Director Gardener and seconded by Secretary Colson – Approved 5-0
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VII. **BOARD APPOINTMENT**
 - A. Board Member Vacancy Interview and Selection: After interview and follow-up questions, Chair asked for comments from Board. Motion by Director Gardener and seconded by Secretary Colson to appoint Judith Coley to fill the portion of the unexpired 4-year term of Martha Campbell. Approved 5-0 (**Motion 25-22**)
 - a. Judith Coley: Presentation by Judith Coley
- VIII. **RECOGNITION RESOLUTIONS: for Departing Board Members:**
 - a. Resolution expressing appreciation for the service of Director Martha Campbell. Motion for resolution was made by Director Gardener and seconded by Secretary Colson. Approved by 5-0 (**Resolution 25-20**)
 - b. Resolution expressing appreciation for the service of Director Leslie Tittle. Motion for resolution was made by Director Gardener and seconded by Director Bode. Approved by 5-0 (**Resolution 25-21**)
- IX. **CONSENT CALENDAR:** Motion to accept and approve Consent Calendar was made by Director Gardener and seconded by Director Coley. Approved 5-0
 - A. Approve minutes from August 13, 2025, Board meeting.
 - B. Approve July 2025 expenses.

X. REPORTS

- A. Chair-Vice-Chair Nybakken noted that the former Chair had left the building and therefore no report. It was noted that the former Chair had encouraged all Board Directors to consider attending the FDAC Conference.
- B. Chief-As presented with a question raised by Vice- Chair Nybakken regarding the Fire Safe Council 501c (3) status and the renewal process. Question from Director Coley regarding the Starlink units and their use in the NSCFPD.
- C. CAL FIRE-Fire season update and report on statewide activity. Updated weather report and forecast projections. Schedule A staffing update and equipment update. Training this week re: MCI: Multiple Casualty Incident.
- D. District Administrator-As presented with updates on NFS Expansion Project Team. Fuel management project at Mendosoma Unit #3 with significant effort by Kim Cottingham and resident Zoe Smith. Gathering of Parcel Tax information for our District. Audit process in place. OTS grant update.
- E. VFA Liaison-VFA has arranged for the reroofing of the NFS and cost \$55,000. VFA has spent about \$86,000 on NFS Expansion for design and preliminary reports. Annual meeting tonight with election of two Board Directors.
- F. Treasurer-As written and welcoming of questions.

XI. DISCUSSION/ACTION ITEMS

- A. Election of District Officer(s):
 - a. Motion by to appoint Vice-Chair Nybakken as Chair of the Board of Directors of the North Sonoma Coast Fire Protection District made by Director Gardener and seconded by Secretary Colson Approved 5-0 (**Motion 25-23**)
 - b. Motion to appoint Member Gardener as Vice Chair of the Board of Directors of the North Coast Fire Protection District made by Secretary Colson and seconded by Director Bode. Approved 5-0 (**Motion 25-24**)
- B. Committee Vacancy Appointments:
 - a. Finance Committee: Motion by Vice-Chair Gardener to approve the appointment of Jon Bode as a new member of the Finance Committee seconded by Director Coley. Approved 5-0 (**Motion 25-25**)
 - b. Facilities Ad Hoc: Motion by Secretary Colson to add Jon Bode to the Facilities ad-hoc committee seconded by Director Coley. Approved 5-0 (**Motion 25-26**)
 - c. Regional Consolidation Exploratory Group: Chief Plakos presented the Ad-Hoc proposal and...After discussion it was moved by Secretary Colson to create the AD-Hoc committee to meet with Regional Consolidation Exploratory Group. Motion seconded by Director Coley - Approved 5-0 (**Motion 25-27**) A motion was made by

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Chair Nybakken and seconded by member Bode to appoint Secretary Colson & Director Coley to this committee. Approved 5-0 (**Motion 25-28**)

- C. Final Budget: Motion to adopt the final budget for FY 2025-2026. Changes since preliminary budget was approved include Property Tax increase to 4% additional \$15,000. for Firefighter Wellness and discussion regarding possible insert, at a later date, for Volunteer Chief Stipend. Motion to approve as amended was made by Secretary Colson and seconded by Vice-Chair Gardener. Approved 5-0 (**Motion 25-29**)
- D. California Class Investment: Motion to approve establishing an account with California Class and move appropriate amount of funds made by Vice-Chair Gardener and seconded by Secretary Coley. Approved 5-0 (**Motion# 25-30**)
- E. REDCOM JPA: Chief Plakos reviewed no vote needed.
- F. Board Retreat: Planning and discussion for possible date Friday November 7, 2025
- G. Financial Policy: Motion to accept update to Financial Policy regarding use of designated funds by Secretary Colson and seconded by Director Coley. Approved 5-0 (**Motion # 25-31**).
- H. Legal Expense Management: Review of 2016 Board motion regarding access to legal advice and getting advance notice approval. A motion to rescind motion 16-27 passed on 7/16/2016 regarding use of legal services was made by Secretary Colson and seconded by Director Coley. Approved 5-0 (**Motion 25-32**)
- XII. **CALENDAR LOOK-AHEAD:** Director Coley will be remote on Oct 22, 2025 meeting.
- XIII. **ADJOURNMENT: 1:10 p.m.**

Next Scheduled Meeting: Moved by Secretary Colson and seconded by Director Coley to change October 15 meeting to October 22, 2025, 10:00 a.m. – North Fire Station Board Meeting.