



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, October 22, 2025, 10:00 a.m.

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

- I. **CALL TO ORDER:** 10:04 a.m. by Chair Nybakken
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Chair Nybakken; Vice-Chair Gardener, Secretary Colson, Director Bode, Director Coley (attended remotely from 21 Belmont Park Road, London, E10 6AU, UK)
- IV. **REMOTE ATTENDANCE:** No Action
- V. **AMENDMENTS TO AGENDA:** None
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VII. **CONSENT CALENDAR:** A motion to accept and approve Consent Calendar, minutes from September 17, 2025 meeting and expenses for August 2025, as presented was made by Vice-Chair Gardener and seconded by Secretary Colson. Approved by vote of 5-0
- VIII. **REPORTS**
 - A. Chair: Board retreat on November 7, 2025. VFS & Cal Fire in morning and board only retreat after lunch. Agenda being developed. There is also a vacancy on Finance committee and would like to get filled as soon as possible.
 - B. Chief: As presented Chair Nybakken had a question regarding ISO rating and Chief acknowledged that our rating remained the same.
 - C. CAL FIRE: Captain Jonathan Martinez stated burn ban has been lifted for the year. Significant prescribed burn activities planned in the Salt Point area. Chief Ryan was able to secure a grant for a Lucas Stryker Model 3 device (high quality compressions) Value of \$20-30k for district, will reside on E4485. Captain Miller reported that 1451 staffed throughout winter. Water tender Truckworks chassis has arrived should see by end of year. Type III on docket for 2026.
 - D. District Administrator: As presented with note that the Project Team is meeting with the Facilities Ad Hoc this afternoon. Subject is the legal process regarding bidding and contracting. Vegetation management update in November, Captain Miller conducted a tour of possible areas of focus. Parcel tax process discussion at the Facilities Ad Hoc. OTS grant in final stage.
 - E. VFA Liaison: Scholarship program currently \$3,000 anticipate another \$5,000, total of \$8,000 for RCMS or Coast Life Support District. Christmas Tree sales VFD will be looking for volunteers, board members encouraged. Eric Agnew will send out a sign-up sheet.
 - F. Treasurer: As presented with note that the finance committee needs to update the MD&A prior to their meeting on December 3rd.

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- G. Facilities Ad Hoc: Meeting this afternoon, looking at legal issues and an update from Architect regarding current plans and discussion regarding siding. Cost estimate discussion.
- H. Regional Engagement Ad Hoc: Report and update from Sect. Colson regarding past and future meetings. Next meeting will be October 30th and Sect. Colson and Director Coley will be attending as the members of the Ad Hoc. Chief Plakos and DA Doss will also attend.

IX. DISCUSSION/ACTION ITEMS

- A. Fieldman/ Rolapp: Presentation and review of Phase 1 process. Recommendation by Fieldman Rolapp to work with I-Bank. A motion was made to accept Phase 1 Report from Fieldman Rolapp and authorize payment of services to Fieldman Rolapp for Phase I by Secretary Colson and seconded by Vice-Chair Gardener, approved by vote of 5-0 - **Motion 25-33**
- B. Reserve Account Balances: A motion was made to approve updates to balances of Reserve Accounts- Operational Fund to \$1,530,000, adding \$40,000 to Capital Equipment Fund and adding \$75,000 to Apparatus fund by Vice-Chair Gardener and seconded by Secretary Colson, approved by vote of 5-0 - **Motion 25-34**
- C. Measure H Annual Report: A motion was made by Sect. Colson and seconded by Vice-Chair Gardener to approve the annual report to Measure H Oversight Committee with one correction to personnel costs. **Motion 25-35**
- D. CAL FIRE 2025 Volunteer Fire Capacity Grant: A motion was made to accept the Resolution and authorize signing of the CAL Fire 2025 Volunteer Capacity grant agreement by Director Bode and seconded by Director Coley, approved by vote of 5-0. **Resolution 25-36**
- E. Volunteer Chief Position: Review and discuss redefining the Volunteer Chief position and responsibilities. No decision at this time just recommendation from the VFA. Recommendation to have Asst. Chief Brier assume role of Volunteer Chief and Chief Plakos to assume Asst. Chief role. Final decision at a later date. IT support discussed.
- F. Treasurer: Review and discuss shifting the Treasurer role to the Board, as well as proposed updates to the Policy Manual and a future resolution to redefine the Treasurer role. Presentation by Treasurer Plakos regarding transition from Chief /Treasurer to Board Treasurer. Discussion regarding financial policies and the job of the Treasurer. Review of multiple task performed currently and the integration of duties into the admin staff. Further discussion and possible Resolution at the November 19th Board meeting.

- X. **CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION – (Government Code section 54957(b)(1)-District Administrator): The board was in closed session from 12:38 p.m. until 1:14 p.m. We had a discussion with the District Administrator about his position and performance and agreed to create a formal report to give to him next month in closed session.**

XI. CALENDAR LOOK-AHEAD:

Calendar was discussed. Director Bode will be attending next meeting remotely.

Adjournment: 1:15p.m. - Next Regular Meeting: November 19, 2025, 10:00 a.m. – North Fire Station Board Meeting. Board retreat/workshop will be held November 7, 2025.