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, April 24, 2025, 12:00 p.m. PDT

I. **CALL TO ORDER:** 12:00 PM

II. **ROLL CALL:** Chair Nybakken, member Entwisle, member Blair-Johns, Vice-Chair Campbell (remote from 60 San Fernando, Rancho Mirage, Ca. 92270), member Plakos (remote from Tuttle Creek Campground near Lone Pine, CA

III. **REMOTE ATTENDANCE:** None.

IV. **AMENDMENTS TO AGENDA:** None

V. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None

VI. **DISCUSSION/ACTION ITEMS**

A. **Financial Advisor:** Reviewed the submittals of two of the four firms who responded to our RSQ and were invited to an interview. Each firm was asked to react to a set list of questions that had been developed by the Finance Committee. Representatives from each firm were able to reply to the questions and present slide presentations regarding their firms.

Fieldman/Rolapp

Wulff Hansen and Co

Financial Advisor - Suggested Interview Questions

1. We have all seen your Statement of Qualifications, but perhaps we could begin by having you introduce your team and give a summary of what services your firm proposes to provide us.
2. It appears that conducting a financial analysis and developing a financial plan would be Phase 1 in the process. What would you need from us and what might we expect in terms of analyzing the various alternatives?
3. Please clarify the potential time frame and the probable costs for you to develop Phase 1

   Wulff Hansen: Your SOQ doesn't have a timeline for Phase 1 Financial Analysis. How long do you think Phase 1 will take and do you have a not-to-exceed amount?

   Fieldman | Rolapp: Your SOQ process proposes 2-3 months for the Phase 1 Financial analysis. Do you have a not-to-exceed amount?

4. Among the possible sources of funding is a USDA loan. Describe your experience with this loan approval process and how would you view the prospects of us obtaining one? Given the apparent length of time and the uncertainty in securing such funding would you suggest taking an alternate

track (or tracks) while pursuing it? How would you price your efforts to pursue this source of funding?

5. If the issuance of bonds in one form or another is the preferred approach, what other team members would need to be added, or do you have preferred specialists that you like to use? How do you price your efforts for this phase and what is the typical timing?
6. What issues do you see with the VFA owning the property and the Fire District being the primary source of funding? Are there advantages of having the VFA maintain its current position, or would it be desirable to have the Fire District assume ownership?
7. What do you believe would be the most challenging aspect of being the financial advisor to a fire district such as ours?
8. Do you have any questions for us or is there anything else you'd like to add?

The Finance Committee thanked each presenter and thanked them for their time and commitment to the interview process.

B. Recessed meeting at 1:19 p.m. – Resumed at 3:30 p.m.

C. Next Meeting: May 7th, 2025, 9:00 a.m.- decision on which firm to recommend to the Board of Directors

VII. ADJOURNMENT: 4:59 p.m.