



North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

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

NSCFPD Finance Committee Minutes

Wednesday, May 7, 2025, 9:00 a.m.

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

- I. **CALL TO ORDER:** 9:00 a.m.
- II. **ROLL CALL:** Chair Nybakken, member Campbell, community member Entwistle, Community member Blair-Johns; Chief Plakos (attended remotely from Lower Lehman Campground in Great Basin National Park, Nevada).
- III. **REMOTE ATTENDANCE:** No Action
- IV. **AMENDMENTS TO AGENDA**
- V. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VI. **CONSENT CALENDAR:** Motion by Chair Nybakken to remove April 21 and 24 minutes from the consent calendar, seconded by Community Member Entwistle and approved 5-0 aye. Motion to approve remainder of the consent calendar by Member Campbell seconded by Community Member Entwistle. Approved 5-0 aye. Items approved: March 31, 2024 minutes, Reconciliation Reports from January to April 2025.
- VII. **DISCUSSION/ACTION ITEMS**
 - A. Treasurer's Report: As presented with comments regarding billing process.
 - B. Financial Outlook and Preliminary Budget: Review and discuss current financial outlook and draft preliminary budget for FY 2025-2026, with a motion to recommend creation of a Capital Equipment Fund.: Motion to recommend to the Board the creation of two Reserve Funds. Capital Equipment Fund and Building Reserve Fund. Motion by Community member Blair-Johns and seconded by Community member Entwistle. Motion voted 5-0 aye.
 - C. Financial Advisor: Review the interview process and consider reference report. Discussion and decision on recommendation for FA to the full NSCFPD board. Motion to Recommend Fieldman | Rolapp to the NSCFPD Board as Financial Advisor. Motion made by Community Member Blair-Johns and seconded by Member Campbell. Motion voted 5-0 aye
 - D. Approve Minutes from April 21, 2025, meeting- Header change to page 2 regarding meeting date. Motion by Chair Nybakken to approve the changes to the minutes, seconded by member Campbell. Approved 5-0 aye.
 - E. Approve Minutes from the April 24, 2025 meeting, insert recess of meeting from 1:19 to 3:30 pm and note next committee meeting on May 7, 2025. Motion by Chair Nybakken seconded by member Campbell. Approved 5-0 aye.
 - F. Next Meeting: May 15, 2025
- VIII. **ADJOURNMENT: 11:00 a.m.,**