

# North Sonoma Coast Fire Protection District (NSCFPD)

PO Box 1528, Gualala, CA 95445

(707)785-2648

## Notice & Agenda of Regular Board Meeting

Monday, April 11, 6:00 p.m.

Sea Ranch North Fire Station (39255 South Highway 1, The Sea Ranch)

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**Assistance for the Disabled:** If you are disabled in any way and need accommodation to participate in the meeting, please call the Fire Chief at 707-785-2648 at least 48 hours in advance so the necessary arrangements can be made.

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**Copies of Full Agenda Packet:** May be picked up at the CAL FIRE station at 960 Annapolis Road, or, digital copies may be requested by emailing a request to [info@northsonomacoastfpd.org](mailto:info@northsonomacoastfpd.org). A small number of paper copies of the packet will be available at the meeting.

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Note that all times listed below are approximate.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. ADDITIONS OR CORRECTIONS TO AGENDA (6:05)**
- V. APPROVAL OF PREVIOUS MEETING MINUTES (6:10)**  
Minutes from the April 1, 2016 meeting will be reviewed.
- VI. PUBLIC COMMENT ON NON-AGENDA ITEMS (6:15):** *Any person wishing to speak to the Board on any item not listed on the agenda may do so during public comment. All presentations made under public comment are normally restricted to three (3) minutes in length per meeting unless the Board Chair specifically authorizes additional time.*
- VII. CONSENT CALENDAR:** *The Consent Calendar includes routine financial and administrative actions that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Calendar.*
  - A. None
- VIII. REPORTS (6:20)**
  - A. Chair
  - B. Chief Financial Officer
  - C. Chief
  - D. CAL FIRE
- IX. CLOSED SESSION (6:45)** The Board of Directors will consider the following in closed session:

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A. Evaluation of Personnel (Fire Chief) - Govt. Code section 54957

**X. BILLS AND WARRANTS** (none submitted)

**XI. PURCHASE REQUESTS** (none submitted)

### **XII. OLD BUSINESS**

A. Lease Assumption for Engine 4485: Approve initiation of the process to assume the remainder of the lease/purchase agreement for Engine 4485, from Sonoma County. (6:55)

B. CALFIRE Contract: Review options for the final CAL FIRE contract, including any recently updated information such as apparatus maintenance arrangements and costs, and approve contract with selected options. (7:00)

C. District Policies and Procedures Review: Front Cover to Page 10, plus pages 31-55. Review of content for the purpose of suggesting changes to be voted on at a later meeting. (Note: document distributed with the 4/1/16 meeting packet). Time limited to 45 minutes. (7:15)

D. Review process and logistics for agenda and packet creation for board meetings. (no attachment) (8:00)

### **XIII. NEW BUSINESS**

A. Consider hosting a future meeting of the Sonoma County Fire District Association. SCFDA is setting its meeting schedule for 2017/2018 at their April meeting. (no attachment) (8:10)

B. Plan Date & Time for a workshop on the FY 16/17 District Budget. Workshop will be an overview of the budget, understanding of sources and uses, a review of the pro-forma budget, first look at operations budget. (no attachment) (8:20)

C. Discussion and action on legal expenses. Review legal expenses up to this point, take action as necessary to keep costs within budget going forward. (8:30)

D. Review and approve assumption of counsel agreement with William Ross previously held by TSRVFD, Inc. (8:45)

E. Adopt District Conflict of Interest Policy, as required by the California Government Code. (8:55)

F. Review and approve how to create committees, appoint members, and define their task. (9:05)

G. Create a two-person ad hoc committee on ERAF. Working to reduce our ERAF amount will require an ongoing effort. (9:15)

H. MOU/Agreement NSCFPD/TSRVFD: Asset Allocation. Discuss and review draft MOU agreement with TSRVFD, Inc. Discussion only. (9:25)

I. Discussion and action on District Post Office Box. Review best location for the District mailing address to be. (9:35)

### **XIV. ADJOURNMENT TO NEXT MEETING (9:45)**

Future Meetings:

## **NSCFPD Board Meeting Agenda, April 11, 2016, Page 3**

5/2 Monday 6:00 p.m. @ NFS - NSCFPD Board Meeting

5/16 Monday 6:00 p.m. @ Horicon School - NSCFPD Board Meeting

6/6 Monday 6:00 p.m. @ NFS - NSCFPD Board Meeting

6/20 Monday 6:00 p.m. @ NFS - NSCFPD Board Meeting