



# North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

<http://nscfpd.org> - (707)785-2648

## Action Summary

Monday, June 12, 2017, 6:00 p.m.

Horicon School (35555 Annapolis Road, Annapolis)

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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 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 CAL FIRE station at 960 Annapolis Road prior to the meeting, and at the meeting.

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Note that all times listed below are approximate. Order of items may be adjusted to accommodate time certain requirements.

- I. **CALL TO ORDER** Meeting called to order at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL** Directors Aitchison, Scott, Mueller, Pounds present. Director McMahan absent. Assistant Chief Aitchison, CALFIRE Captain Shelley Spear.
- IV. **AMENDMENTS TO AGENDA** Article VIII A Chief report to be given by Assistant Chief Aitchison. Article VIII E to be discussed at June 26, 2017 meeting.
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**  
Director Aitchison moved to accept the minutes from the May 8, 2017 board. Director Scott seconded the motion. The motion was approved unanimously.
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** *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. **None***
- 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. Bills paid in May 2017: Motion to approve by Director Scott, seconded by Director Aitchison, approved unanimously.
- VIII. **REPORTS**
  - A. Chair: (Attached)
  - B. Chief (attached) Presented by assistant Chief Aitchison. Forum scheduled for June 17, 2017 has been moved to October 7, 2017.

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- C. CAL FIRE: Captain Spear reported that all CAL FIRE stations are now fully staffed. Growth of grasses due to a wetter than normal winter is a major concern.
- D. Financial ad-hoc (YTD budget and cash balance reports attached)
- E. ERAF ad-hoc: (no attachment) cancelled and moved to closed session

### IX. CLOSED SESSION

- A. Closed Session re: pending litigation. Govt. Code section 54956.9(d)(4) The board reviewed updated litigation information.

### X. DISCUSSION/ACTION ITEMS

- A. Additional Funds: Motion to approve signing of contract with Sonoma County for additional fire funds Contract for Support Funds from Sonoma County. Approve signing of the agreement with Sonoma County for additional support funds for fire services in FY 16/17 (Assistant Chief Aitchison). Motion to approve made by Director Mueller and seconded by Director Scott, approved unanimously. **(Resolution 17-19)**
- B. Preliminary budget for Fiscal Year 2017-2018: Reviewed the Preliminary budget for FY 2017/2018. Presented by Director Mueller.
- C. Authorization to finish setting up the new account with Summit State Bank: The Summit State Bank needs signature cards for persons authorized to act on behalf of the NSCFPD and to finish the requirements for establishing our new bank account. Presented by Director Mueller. Motion "Authorize Chief Bonnie Plakos and board members Mike Scott and Leigh Mueller to sign the signatory cards and finish the establishment of our account with Summit State Bank." made by Director Mueller and seconded by Director Scott' approved unanimously. **(Resolution 17-20)**
- D. Review of working relationships with District Counsel, William Adams, and with ERAF Counsel, William Ross: This item was postponed until our June 26, 2017 board meeting.
- E. Amendment to Resolution 17-18 Appointing a District Treasurer & Finance Standing Committee: Change the commencement date for the Finance Standing from July 1, 2017 to January 1, 2018. Presented by Director Mueller. Motion to approve by Director Mueller and seconded by Director Aitchison, approved unanimously.
- F. Membership in California Special District Association (CSDA): Presented by Director Mueller. The board determined that the cost outweighed the return at this time. Motion to approve by Director Mueller and seconded by Director Aitchison disapproved unanimously.
- G. Create an ad hoc committee on hosting the regular meeting of the Sonoma County Fire District Association (SCFDA) in July of 2018: Presented by Director Mueller. The board agreed to decline at this time until we are more established as a district. We will continue to attend the SCFDA meetings to get a clearer picture of what is involved. Motion to approve by Director Mueller and seconded by Director Aitchison disapproved unanimously.

- XI. **CALENDAR LOOK-AHEAD:** Review annual calendar, identify upcoming tasks and deadlines: Director Aitchison reviewed upcoming calendar items.

### XII. ADJOURNMENT TO NEXT MEETING

Meeting Adjourned at 8:17 p.m.

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Next Meeting: 6/26/17 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

Future Meetings:

07/10/2017 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

08/14/2017 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting