



**Sonoma County Fire District**  
**Finance Committee Meeting Minutes**  
**June 10, 2025**  
Time: 2:00 p.m.  
Location: Fire Station 1  
8200 Old Redwood Hwy., Windsor

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**CALL TO ORDER**

The Finance Committee meeting was called to order at 2:00 p.m.

**ROLL CALL**

Director Briare- present  
Director Hamann- absent  
Director Treanor- present

**CONSENT ITEMS**

Approve minutes from the February 11, 2025 meeting.  
A motion by Treanor and second by Briare to approve the minutes. 2-0-1

**DISCUSSION ITEMS**

1. Review draft preliminary 2025/2026 fiscal year budget, and unmet needs for the General Fund and provide feedback to staff.

**CFO Bolduc presented the preliminary 2025/2026 fiscal year budget for the General Fund and answered questions.**

2. Review draft preliminary 2025/2026 fiscal year budget for SCFD-EMS Enterprise Fund and provide feedback to staff.

**Financial Analyst Flowers presented the preliminary 2025/2026 fiscal year budget for SCFD-EMS Enterprise Fund and answered questions.**

3. Discussion on funding for procurement of land.

**CFO Bolduc presented three potential funding sources to fund potential land purchase/preliminary cost to acquire land. Option 1: Measure H Funding, Option 2: Facility Capital Improvement Fund, Option 3: Fire Impact Fees. The Finance Committee recommends option 3 (unincorporated County).**

4. Discussion on Apparatus replacement planning.

**CFO Bolduc reviewed the apparatus replacement plan and the funding concept to make progress with the District's apparatus replacement needs. Proposal includes replacing 1 Truck/Quint, 1 Type 1, and 1 Command Vehicle.**



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**Recommendation for funding includes multi-apparatus lease agreement, Fire Impact Fees, Apparatus Replacement Fund, Development Funding Agreement, payment savings on BV-Type 3, and contribution to apparatus. CFO Bolduc will research/seek clarification on the fire impact fee guidelines.**

5. Discuss Fiscal Policy Update Recommendations:

- Designation of a Measure H Fund

**CFO Bolduc will create fund by policy and present at the next board meeting. Recommendation: 25%**

- Designation of EOA-1 Contingency Fund

**CFO Bolduc will create fund by policy and present at the next board meeting. Amount of designation will be determined at a later date.**

- Procurement Policy Changes/Updates

**CFO Bolduc presented updated policy adding language for “Best Value” and “Vendor Quotes”. CFO Bolduc will review and consider adding language in reference to local preference on goods and services.**

**District will consider environmental practices, waste reduction and recycling.**

- Credit Card Policy Changes/Updates

**CFO Bolduc presented updated policy adding language under guidelines and procedures for CalCard use.**

- Discussion on the District’s Liability Insurance Requirement

**CFO Bolduc reviewed current liability insurance requirements. Recommendation to keep limits at \$2,000,000 and add language to give the Fire Chief or designee authority to reduce depending on risk level.**

- Internal Control Policy Changes/Updates

**CFO Bolduc presented updated policy adding language under “Payroll”.**



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6. Discussion on economic and regulatory changes that could impact the District's budget.

**There is currently no legislation that poses a threat to PP-GEMT-IGT programs but we will continue to monitor the situation closely.**

**ADJOURNMENT**

The Finance Committee meeting was adjourned at 5:10 p.m.