**Westport Fire Protection District**

**Board of Director Meeting Minutes**

**December 10, 2024**

1. **Call to Order and Determination of Quorum** at 6:04 pm.
	1. **Roll Call**: Ross Lee, John Varni, Ed Amador, Joe Nunes, Stacy Cardoso, Norm Hyer and Gary Thompson.

**Absent**: Chief Evans

**2. Reading and Approval of the Minutes of the Last Meeting**

November 2024 Minutes read by Director Cardoso. Motion to approve made by Director Joe Nunes and seconded by Director Lee. All in favor, motion carried.

**3. Public Comment (Open Forum)**

None

**4. Firefighters Association Report**

None

**5. Financial Reports**

 **November 2024**

 General $194,869.02

 Capital Reserve $103,847.69

 Development Fund $ 5,521.56

 Oak Valley CD $110,000.00 (Capital Reserve)

 TOTAL FUNDS $414,238.27

**6. Developmental Impact Fee Statement Report**

BLD2024-2180 GUITIERREZ BRIAN U ACCESSORY $253.80-PD

BLD2024-2181 GUITIERREZ BRIAN U ACCESSORY $493.50-PD

**7. Old Business**

Air BOARD

Install Director Cardoso

Christmas Party – 5:30 PM

Crab Feed 1-11-2025

**6. New Business**

HVAC/AC Maintenance Contract – Once a year to clean unit

New Check Signatory Authorization

COM Center – New system will be coming

**7. Chief’s Report –**

None

**8. Correspondence and Communications**

State Controller letter regarding 2023-2024 Financial Transactions Report due date of 1-31-2025.

**8. Approval and Payment of Monthly Bills**

$25,965.58

Motion to approve the payment of the monthly bills made by Director Varni and seconded by Director

Joe Nunes. All in favor, motion carried.

**10. Closed Executive Session (if necessary)**

None

**10. Meeting Adjourned**

6:52 PM

Submitted by Angela Nunes

Administrative Assistant

Approved by Board of Directors January 14, 2025