



April 14th, 2025

Chair Julia Marsili called the meeting to order at 4:01 P.M. at the West Point Fire Station, 195 Spink Rd West Point, Ca 95255.

PRESENT: Chair Julia Marsili, Director John Hesketh, Director Tim Adams, Director Dorrie Klith, Chief Michael Downs, Assistant Chief Terry Miller, Clerk Bronwynne Wolf and Director-elect Bryan Payne.

ABSENT: Chaplain Bruce Forrest

Public Comment:

- a. None to report.
- b. Oath of Office for Director Payne

Bryan Payne was officially sworn in as the newest Director for the West Point Fire Protection District. Congratulations to Director Payne!

Announcements from West Point Fire Protection District Partners:

- a. **Partner reports** –None to report.

Old Business:

a. Competitive Bid for Architect/Engineer for New Station: Downs, Action

Chair Marsili collected the score cards from each director and Chief Downs to tally up. The architect/engineer with the highest score and who will be awarded the contract for the new fire station build/remodel is Aspen Street Architects.

Director Klith motioned to award the bid to Aspen Street Architects, seconded by Director Payne and passed with 5 votes.

b. Authorization for Fund Allocation and Transfers: Downs, Action

Clerk Wolf presented a new fund transfer form, which, upon approval, would authorize the transfer of \$219,998 from the district's 3002 Unreserved Fund to the 3046 Building Reserve Fund to cover the payment to Aspen Street Architects. She explained that these reserve funds function similarly to a savings account and are typically used to reconcile the budget at the end of the fiscal year. It was further noted that while the transfer will fund the expense, the payment itself will appear as an overage in the corresponding budget category. This overage will subsequently be reconciled by drawing from the Building Reserve Fund, ensuring the budget remains balanced.

Director Hesketh motioned to approve the transfer of reserve funds in the amount of \$219,998 from find reserve account 3002 to fund reserve account 3046, seconded by Director Klith and passed with 5 votes.

**WEST POINT FIRE
PROTECTION DISTRICT**



**BOARD OF DIRECTORS
SPECIAL MEETING MINUTES**

Reports, Director, and Staff Comments:

Fire Chief Report/Announcements: None to report.

Board Member Announcements: None to report.

Adjournment: meeting was adjourned at 4:20 P.M.