

Firehouse Community Park Agency

P.O. Box 461

Bolinas, CA 94924

August 11, 2025

The Honorable Judge Mark Talamantes

Marin County Superior Court

P.O. Box 4988

San Rafael, CA 94913-4988

and

Foreperson

Marin County Civil Grand Jury

3501 Civic Center Drive, Room #275

San Rafael, CA 94903

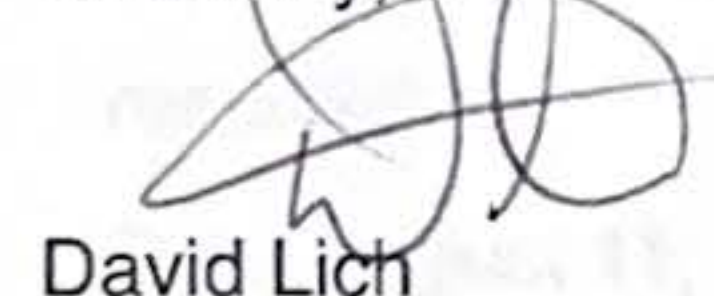
Subject: Response to 2024-2025 Marin County Civil Grand Jury Report - Who's Minding the Store?

Dear Judge Talamantes and Foreperson Dumont,

On behalf of the Firehouse Community Park Agency, please find enclosed our formal response to the 2024-2025 Marin County Civil Grand Jury Report titled 'Who's Minding the Store?'.
This response has been prepared and approved in compliance with California Penal Code Sections 933 and 933.05. It includes the completed response form, our statements regarding Finding F2, and our implementation plan for Recommendation R3.

We appreciate the Grand Jury's work in promoting accountability and transparency within Marin County's special districts and will take the necessary steps to ensure timely completion and publication of our financial audits going forward.

Sincerely,



David Lich

Board President

Firehouse Community Park Agency

Marin County Civil Grand Jury - Response Form

Report Title: Who's Minding the Store?

Respondent/Agency Name: Firehouse Community Park Agency

Submitter Name: David Lich

Title: Board President

FINDINGS

Agree with the findings numbered: F2

Disagree partially with the findings numbered: (none)

Disagree wholly with the findings numbered: (none)

Attached Statement for Finding F2:

The Firehouse Community Park Agency agrees with the finding that our FY2023-24 audit was not submitted on time. We recognize the importance of timely financial reporting and accountability, and we are actively taking steps to address the delay and strengthen our compliance processes moving forward.

RECOMMENDATIONS

Recommendations numbered R3 have not yet been implemented, but will be implemented in the future.

Attached Statement for Recommendation R3:

We are currently in the process of completing our FY2023-24 audit. We have engaged auditor Michael O'Connor, and the audit work is scheduled to be underway by August 15, 2025. Once finalized, the audit will be published on our website and shared with Marin County in accordance with state law and transparency best practices.

Recommendations numbered: (none) require further analysis.

Recommendations numbered: (none) will not be implemented because they are not warranted or reasonable.

Date: August 11, 2025

Signed: _____



Number of pages attached: 2

Attachment 1 - Statement Regarding Finding F2

Finding F2:

The Grand Jury found that several special districts, including the Firehouse Community Park Agency (FCPA), were delinquent in submitting required financial audits within the timelines set by law.

Response to Finding F2:

The Firehouse Community Park Agency agrees with this finding.

The FY2023-24 audit has not yet been completed or submitted. This delay was caused by a combination of factors, including:

- Timing challenges in securing and engaging an independent auditor.
- The absence of formal documentation or a clear agreement with the County establishing a specific audit submission schedule.
- Internal transitions and coordination between partner agencies under the Joint Powers Agreement (JPA).
- Delays in approval of the JPA amendment, which impacts audit cycle planning.

We acknowledge the importance of timely financial reporting and are committed to correcting this lapse and ensuring stronger compliance practices in the future.

Continuing Public Policy Council and the Business-Government Collaboration - we are including:

- A letter from our staff to the

financial personnel to engage an auditor within 90 days after fiscal year-end to ensure compliance with the law.

The Firehouse Community Park Agency is committed to transparency and fiscal responsibility, and all future audits will be submitted and published in compliance with applicable laws and best practices.

Attachment 2 - Implementation Plan for Recommendation R3

Recommendation R3:

The Grand Jury recommends that all special districts submit timely audits and publish them on their websites in accordance with state law and transparency best practices.

Response to Recommendation R3:

This recommendation has not yet been implemented, but will be implemented in the future.

Actions and Timeline:

1. Audit Completion:

We have executed an engagement letter with Michael O'Connor, CPA. The FY2023-24 audit is scheduled to begin by August 15, 2025.

2. Publication of Audit:

Within 30 days of receipt, the final audit will be posted on the agency's website and a copy will be submitted to Marin County for public access.

3. Long-Term Compliance Measures:

As part of the updated Joint Powers Agreement - currently under review by the Bolinas Community Public Utility District and the Bolinas-Stinson School District - we are instituting:

- A formal five-year audit cycle.
- Internal protocols to engage an auditor within 90 days after fiscal year-end to ensure deadlines are met.

The Firehouse Community Park Agency is committed to transparency and fiscal responsibility, and will ensure future audits are submitted and published in compliance with applicable laws and best practices.