BOULDER CREEK FIRE PROTECTION DISTRICT

13230 Central Avenue, Boulder Creek CA 95006 · Office: (831) 338-7222 · Fax: (831) 338-7226

Board of Directors
Minutes of the Board of Directors Meeting
Regular Board Meeting
October 14th, 2026

1.0 Convene Meeting/Roll Call

- The Regular Board meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Locatelli on October 14th, 2026 at 9:07 A.M. Present were, Director Robustelli, Director Locatelli, Director Currier, Director Presswood, Director Scruggs, Fire Chief Bingham, and Admin Aileigh McCormack. No public members were present.

2.0 Additions and Deletions to Agenda

- None

3.0 Oral Communications

- None

4.0 Approval of Minutes

.01 Special Board Meeting September 23rd, 2026

- Motion made by Dir. Presswood to approve and accept the Special Board Meeting minutes of September 23rd, 2026, with the correct noted, seconded by Dir. Currier. The vote was unanimous. Motion carried.

.02 Regular Board Meeting September 9th, 2026

- Motion made by Dir. Presswood to approve and accept the Special Board Meeting minutes of September 9th, 2026, seconded by Dir. Currier. The vote was unanimous. Motion carried.

5.0 Approval/Payment of Bills

.01 Approval/Payment of Bills and Review of Financials

- Chief Bingham made a note on payroll page 9, that Captain Zachary's name was missing but he was paid out correctly.
- Dir. Robustelli asked for clarification on a CalCard charge for Read Meeting AI and Chief Bingham explained it is a software he uses to record remote meetings if he is unable to attend.
- Dir. Scruggs asked for clarification on the purchase of back up batteries for the station and Chief Bingham explained all the batteries needed to be replaced on the computers.
- Dir. Scruggs asked for clarification on the CivicPlus charge and Chief Bingham explained Streamline changed billing companies.
- Motion made by Dir. Robustelli to approve the payment of bills and payroll in the total of $48,273.64, seconded by Dir. Presswood. The vote was unanimous. Motion carried.

- Dir. Scruggs had a question on the county balance sheet and how the totals add up and would like to have a meeting with the county auditor to understand how the numbers are produced.

6.0 Correspondence

- A letter from the Fire Chief of Lewiston Fire Department wrote a letter to BCFPD Board of Directors asking to purchase the water tender.
- The Board is open to discussion with Lewiston Fire Department on selling them the water tender.
- Dir. Robustelli will call the Fire Chief and tell him it is under consideration and ask what their offer might be.
- This topic will be discussed at the November meeting.

7.0 Unfinished Business

.01 NERIS (National Emergency Response Information System)

- There were 90 incidents in September.
- There were three different structure fires at once within the same neighborhood and there was a good response from personnel and mutual aid.

.02 Operational Analysis Discussion

- No discussion / no update

.03 Board Policies & Procedures

- Dir. Locatelli suggested creating a policy & procedure for Fire Chief annual evaluations.
- The board will vote on all of the policies & procedures when all completed.

.04 Felton Fire Protection (FFPD Standing Update)

- Chief Bingham would like to remove this item moving forward.
- FFPD has received their benefit assessment, paying a Chief and is moving forward.

.05 Regional Next Generation (RING) Radio System (Standing Update)

- Chief Bingham gave a report of the highlights from the September 28th meeting that was held at the county building.

.06 Finance committee update
Review FY 26'/27' draft budget

- The finance committee met last week to review the FY26'/27' budget to bring the final budget to the meeting with recommendation to adopt.
- Prior FY end actual expenses were reviewed and adjusted to reflect increase in line item expenses for upcoming fiscal year, including newly approved Fire Chief Contract.
- Chief Bingham wanted to make note that resolution numbers have been added to all reserve accounts to show the movement of money.
- A few of the line item totals do not add up to what was actually spent. Chief Bingham and Dir. Scruggs are going to meet with the county and Audit, Zach Pehling to reconcile the accounts in question.
- The balances on the reserve accounts were provided to us by the county, but they do not seem to be correct. Chief Bingham and Dir. Scruggs are going to meet with the county and Audit, Zach Pehling to reconcile the reserve accounts in question.

.07 Caltrans road closure (Standing Update)

- The road work has been completed on Highway 9, south of town.
- The other roadwork on Highway 9, north of town, are projected to be completed ahead of schedule, around the end of December.
- There will be a hard closure and there will be a plan set in place to provide patient care during that time.

.08 Santa Cruz Sheriff Office (SCSO) lease contract

- Chief Bingham is still waiting to receive a letter from SCSO, but they have verbally said they would like to stay in the building.
- The finance subcommittee will discuss the lease renewal and will report back to the board.
- Dir. Locatelli will contact someone to ask questions on lease rent and Chief Bingham will contact the SCSO to receive their letter of interest.

.09 Forensic Audit of district financials

- Dir. Scruggs and Chief Bingham were in contact with Zach Pehling, the district auditor to assist in the forensic audit and he is not available until January or February 2027.
- Chief Bingham will make contact with Zach Pehling and confirm we want to hire him for this and secure a date.

.10 Resolution 26-06 Adopting Fire Chief's Renewal 2026-2028 Employment Contract

- Dir. Locatelli pointed out the addition of performance reviews in Chief Bingham' contract and a policy will be created.
- Motion made by Dir. Presswood to approve and adopt as is Resolution 26-06 Adopting Fire Chief's Renewal 2026-2028 Employment Contract, seconded by Dir. Currier. The vote was unanimous. Motion carried.

8.0 New Business

.01 Resolution 26-07 Adoption of Final Budget for Fiscal Year 2026-2027

- Motion made by Dir. Presswood to approve and adopt as is Resolution 26-07 Adoption of Final Budget for Fiscal Year 2026-2027, seconded by Dir. Scruggs. The vote was unanimous. Motion carried.

9.0 Chief's Report

13.0 Adjournment at 11:38am

In compliance with the requirements of Title II of the American Disabilities Act of 1990, the Boulder Creek Fire District requires that any person in need of any type of special equipment, assistance or accommodations(s) in order to communicate at the District's Public Meeting, a contact the District Secretary's Office at (831) 338-7222 a minimum of 72 hours prior to the scheduled meeting. Agenda documents may be reviewed in the office of the Boulder Creek Fire District, 13230 Central Avenue, Boulder Creek CA 95006.