

**BOULDER CREEK FIRE PROTECTION DISTRICT**

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Board of Directors

Minutes of the Board of Directors Meeting

Regular Board Meeting

July 8th, 2025

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 July 8th, 2025 at 9:00 A.M. Present were, Director Robustelli, Director Locatelli, Director Currier, Director Presswood, Director Scruggs, Fire Chief Bingham and Admin Aileigh McCormack. One public member was present. Chuck Wise

2.0 Additions and Deletions to Agenda

* None

3.0 Oral Communications

* None

4.0 Approval of Minutes

.01 Regular Board Meeting June 10th, 2025

* Dir. Currier asked for an update on the old chainsaws and Chief Bingham explained they are being used for parts.
* Motion made by Dir. Presswood to approve the minutes from the Regular Meeting June 10th, 2025, seconded by Dir. Scruggs. The vote was unanimous. Motion carried.

5.0 Approval/Payment of Bills

.01 Approval/Payment of Bills and Review of Financials

* Dir. Presswood asked about the additional fee for PG&E and Admin McCormack explained it is the credit card processing fee.
* Dir. Robustelli asked what mechanical work was done on C-2100 at Mountain Mechanics due to the bill and Chief explained it was a full vehicle annual maintenance - ie. fluids, filters, etc.
* The PERS unfunded accrued liability (UAL) for the fiscal year was paid in full via Journal Entry.
* Motion made by Dir. Robustelli to approve the payment of bills and payroll in the total of $91,978.21 seconded by Dir. Scruggs. The vote was unanimous. Motion carried.

6.0 Correspondence

* Chief Bingham shared an email that he sent to State Parks as a thank you for their participation in a fire incident along Hwy 9, North of town.

7.0 Unfinished Business

.01 NFIRS / First Due reports

* There were a total of 61 department incidents for the month of June.
* The software is still being worked on.

.02 Repair of the fire station kitchen

* Dir. Robustelli briefed the board, the committee is waiting for responses from different vendors.
* The first phase of the demo has begun and the windows in the kitchen have been replaced.
* Appliances have been ordered and still waiting on a delivery date- probably looking at August.
* The committee is working on a temporary kitchen set-up for the live-in firefighters while the kitchen is being repaired.

.03 Station generator replacement

* The new generator is in and working. The last piece to complete the project is connecting the exhaust pipe and installation through the shed roof. Bayside is scheduled to come back and complete the project.
* A thank you card will be sent to Boynton Fence for donating his time.
* The old generator is being stored in the back parking lot for now.
* Chief Bingham suggested putting the old generator and the old Utility truck and old command pick up truck in auction at Richie Brothers. Chief Bingham will reach out to them and get more details on cost and their contract and will bring it back to the Board at the next board meeting.

.04 Policy B-001 and B-002 Resolutions

* Chief Bingham created Resolutions to go along with each Policy and they were shared with the board.
* Resolution 25-02 Approving Acceptance of the District’s Policy B-001 Investment of District Funds
* Resolution 25-03 Approving Acceptance of District’s Policy B-002 Reserve Accounts
* Motion made by Dir. Robustelli to approve the acceptance of Resolution 25-02 and Resolution 25-03, seconded by Dir. Scruggs. The vote was unanimous. Motion carried.

.05 Operational Analysis Discussion

* Dir. Scruggs would like to set up a workshop meeting to talk about what to do next. Dir. Scruggs feels the need to bring in a third party to produce the operational analysis for the district. He is concerned about getting biased opinions if it is done in-house.
* Dir. Robustelli suggested that each board member take the time to write down their personal concerns and then compare them to one another.
* Some concerns for Dir. Scruggs' are; long term planning, getting Chief all the support he needs, getting the right equipment for the changing demographics of Boulder Creek.
* Dir. Locatelli believes the board is responsible for three things; Fiscal, Policies and Procedures, and being advocates for the community.
* The directors will come back next meeting with their list of concerns and then a workshop will be scheduled with the Chief.
* The board members will share their lists with Chief by July 28th so they can be placed in the board packet for August.

.06 Station Artwork

* Lisa will begin removing the artwork towards the end of July.

.07 Finance committee

* Dir. Presswood briefed the rest of the board about the surplus of FY 2024. Dir. Presswood is suggesting to place $390,000 into the mobile equipment reserve account.
* Dir. Robustelli asked how much money we have that we can look at investing right now.
* A finance committee meeting will be set for a future date so Chief Bingham can provide the necessary financial documents so each member can review prior to the meeting.

.08 Santa Cruz County Fire Agency Insurance Group (SCCFAIG) JPA Resolution

* A resolution was provided to Chair Dir. Locatelli to sign. Admin McCormack will return the signed copy to SCCFAIG.

8.0 New Business

.01 Santa Cruz Regional 9-1-1 Service Agreement

* Annual Communication Service Agreement was provided so the board can read the details. Chief Bingham will sign and return.

9.0 Chief’s Report

10.0 Adjournment at 11:17AM