

**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

April 17th, 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 April 17th, 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. Zach Pheling

2.0 Additions and Deletions to Agenda

* None

3.0 Oral Communications

* None

4.0 Approval of Minutes

.01 Regular Board Meeting March 11th, 2025

* No discussion
* Motion made by Dir. Presswood to approve the minutes from the Regular Meeting March 11th, 2025, seconded by Dir. Scruggs. Vote was unanimous. Motion carries.

.02 Special Board Meeting March 24th, 2025

* No discussion
* Motion made by Dir. Robustelli to approve the minutes from the Special Meeting March 24th, 2025, seconded by Dir. Currier. Vote was unanimous. Motion carries.
* Director Presswood abstains due to absence

5.0 Approval/Payment of Bills

.01 Approval/Payment of Bills and Review of Financials

* Dir. Locatelli asked for clarification on the Santa Cruz County Environmental Health bill and Chief Bingham explained this is an annual bill for hazmat health inspection for station 1.
* Dir. Robustelli asked for clarification on the purchase of a new air hose and reel and Chief Bingham explained the old one was cracking and needed replacement.
* Dir. Locatelli asked why we are over budget on financials for 911 Dispatcher Services and Chief Bingham explained there was a hiring surge and increase to labor contracts.
* Motion made by Dir. Robustelli to approve the payment of bills and payroll in the total of $54, 216.21, seconded by Currier. Vote was unanimous. Motion carries.

6.0 Correspondence

* None

7.0 Unfinished Business

.01 NFIRS / First Due reports

* Total department incidents for March was 77.
* Chief Bingham and BC Wise are still working with First Due to get the report cleaned up.

.02 Repair of the fire station kitchen

* Committee meeting will be held Tuesday, April 29th at 10am.

.03 Station generator replacement

* Chief Bingham got notified that the generator has been delivered to Bayside and they will inspect it prior to bringing it to the station.
* May is the projected month to begin replacement of the station generator.

.04 Policy B-002 Reserve Accounts

* Chief Bingham updated that the lawyer is back in town and will begin working on Policy B-002 Reserve Accounts.

8.0 New Business

.01 Board Workshop / Strategic Planning

* Chief Bingham provided examples of other fire departments' strategic plans.
* Chief Bingham reached out to a company AP Tritan who has worked locally with other agencies to help build a strategic plan. Chief Bingham is still waiting on a response from them.
* The Board of Directors is asking Chief Bingham to find someone who has completed a strategic plan or has a template and to come speak at a meeting.
* A Special Board Meeting for a board workshop to discuss strategic planning is set for Monday, April 28th at 11am.

.02 Station Artwork

* A letter was drafted by Captain Dahl after his meeting with other officers and frontline firefighters requesting a change in the artwork throughout the station.
* Dir. Scruggs expressed his support for the change of artwork.
* Dir. Robustelli expressed wants to make sure we do not break any HIPPA laws with new artwork.
* The Board is in support of the change of artwork but would like to find a safe way to store the old artwork before they are removed.
* Dir. Presswood will reach out to Lisa from the Boulder Creek museum to see if they are interested in displaying the artwork.

.03 BCFPD re-vote on open LAFCO seat

* Motion made by Dir. Robustelli to re-vote for Jim Anderson as the regular member seat, seconded by Scruggs. Vote was unanimous. Motion carries.
* Motion made by Dir. Currier to re-vote for Ed Banks as the alternate member seat, seconded by Dir.Scruggs. Vote was unanimous. Motion carries.

.04 2024 FY Audit

* Zach Pehling, CPA presented the 2024 Audit report.
* Zach Pehling found no significant errors or concerns with the financial statements.
* Zach Pehling explained after the conclusion of the audit he had no concerns and noted the district is financially stable.

9.0 Chief’s Report

10.0 Adjournment at 11:22am