



BOULDER CREEK FIRE PROTECTION DISTRICT

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Board of Directors
Minutes of the Board of Directors Meeting
Regular Board Meeting
November 13th, 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 November 13th, 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.
- 2.0 Additions and Deletions to Agenda
 - None
- 3.0 Oral Communications
 - None
- 4.0 Approval of Minutes
 - .01 Regular Board Meeting October 14th, 2025
 - Motion made by Dir. Presswood to approve the minutes from the Regular Meeting October 14th, 2025, seconded by Dir. Currier. The vote was unanimous. Motion carried.
 - .02 Special Board Meeting October 28th, 2025
 - Motion made by Dir. Presswood to approve the minutes from the Special Meeting October 28th, 2025, seconded by Dir. Presswood. The vote was unanimous. Motion carried.
- 5.0 Approval/Payment of Bills
 - .01 Approval/Payment of Bills and Review of Financials
 - Dir. Robustelli asked for clarification on who the new uniforms were purchased for and Chief Bingham explained it is for the new firefighters
 - Dir. Locatelli asked for clarification on the payment to Atchison Barisone & Condotti and Chief Bingham explained it was for the review of the fire code.
 - Dir. Locatelli asked for clarification on the re-payment to Keenan Associates and Chief Bingham explained it is due to the loss of the original payment. The first check has been voided.
 - Motion made by Dir. Robustelli to approve the payment of bills and payroll in the total of \$225,055.04 seconded by Dir. Presswood. The vote was unanimous. Motion carried.
- 6.0 Correspondence
 - None
- 7.0 Unfinished Business

- .01 NFIRS / First Due reports
 - There were a total of 86 incidents for the month of October.
- .02 Repair of the fire station kitchen
 - Chief Bingham gave a brief update, repairs are going well and should be done soon.
 - Before the next board meeting, a spreadsheet with all expenditures will be updated and shared with the board members.
 - A sub-committee meeting will be scheduled.
- .03 Operational Analysis Discussion
 - Chief Bingham shared the proposed and edited mission statement after the sub-committee meeting on October 29th.
 - Chief Bingham shared with the officers for their input.
 - Motion made by Dir. Scruggs to approve the adoption of the mission statement, as proposed and placed on the website, seconded by Dir. Presswood. The vote was unanimous. Motion carried.
 - Dir. Scruggs is not looking for an annual report, more of a strategic planning/ where we are at/ where we are going.
 - Dir. Robustelli suggested putting all ideas down on paper and then going over it together and moving forward from there.
- .04 Board Policies & Procedures
 - Dir. Scruggs would like to address what the process will be for bringing a new policy in front of the board. He would like this to be discussed early on.
 - A sub-committee meeting will be scheduled.
- .05 Station Artwork
 - Chief Bingham shared the selected photos with the board for review.
 - The goal is to try and have the photos hung by the first week of December.
 - The final number of photos have not been decided yet.
- .06 Surplus equipment via public auction (review of terms / contract)
 - No update
- .07 Felton Fire Protection (FFPD)
 - Chief Bingham is in communication with FFPD Chief and giving support when needed.
- .08 Station siren long range acoustic device (LRAD)
 - No update
- .09 Station security fencing
 - No update
- .10 Station 1 training site /prop
 - No update

8.0 New Business

9.0 Chief's Report

10.0 Adjournment at 10:25am