

**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

May 9th, 2023

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 Rogers on May 9th, 2023 at 9:00 A.M. Present were Director Rogers, Director Currier, Director Locatelli, Director Robustelli, Director Presswood, Fire Chief Bingham, and admin Aileigh McCormack. Three Public Members were present. Travis Martin, Nathan Boyd and Dave Scruggs.

2.0 Additions and Deletions to Agenda:

* None

3.0 Oral Communications:

* None

4.0 Approval of Minutes

.01 Regular Board Meeting April 11th, 2023

* Motion made by Dir. Presswood to approve the minutes from the Regular Meeting April 11th, 2023 seconded by Dir. Currier. Vote was unanimous. Motion carries.

.02 Special Board Meeting April 25th, 2023

* Motion made by Dir. Presswood to approve the minutes from the Special Board Meeting Minutes from April 25th, 2023 seconded by Dir. Currier. Vote was unanimous. Motion carries.
* Rogers abstained due to his absence.

5.0 Approval/Payment of Bills

.01 May 9th, 2023 Approval/Payment of Bills

* Page 2 Line 25- we paid for that bill in March during the storms
* Page 5 lines 3 & 4- there are two charges due to having to work on multiple years to catch up.
* Zach Pheling, the auditor, required us to have the GASB75 to complete his work.
* Motion made by Dir. Locatelli to approve the payment of bills of $58, 653.65 seconded by Dir. Currier. Vote was unanimous. Motion carries.
* Dr. Robustelli abstained due to having his own personal payment within the bills.
* The Board wants to have an Auditor Controller come to our board meeting to explain the new financial system to us and answer any questions.
* The Financial Sheet and the Measure N have two different totals for Measure N- this is due to what we actually have in the accounting system against what they are projecting we have in the account.

6.0 Correspondence

* Retired BCFD member Rob Robison passed away and there will be a memorial for him in Rippin.

7.0 Unfinished Business

.01 NFIRS / First Due report

* March and April incident reports are provided.
* The new program we use does not list individuals’ names if they ran zero calls within the month.
* The Board would like to see all personnel names listed even if they have not run a call.
* Chief will reach out to the company and see what changes can be made to the software so we can have every name listed.

.02 Remodel of the fire station kitchen

* Santa Cruz Kitchen & Bath
* The bid we received for the cabinets is $38, 835.00.
* The counter tops will be a separate purchase.
* Some additions that were thought up were adding two movable kitchen islands.
* Keeping the butcher block island that is already there.
* Gather a quote from Wilson Brothers for countertops.
* The Social Department will be fronting the bill and overseeing the project and Chief Bingham will oversee the project from start to finish. Once complete, the District will reimburse.
* The Board approves the go ahead with searching for other bids.
* The Board wants to reach out to another contractor for another bid.

.03 Station generator replacement

* Still gathering new quotes.
* Small generator will be set up and completed by the end of this week.

.04 Fuel tank replacement

* Currently Donnelly Pump is working on this project.
* Boynton Fence will be putting up a new fence after we remove it.

8.0 New Business

.01 Preminnary budget planning

* Budget needs to be submitted by October so the Chief and the Board are wanting to start planning now.
* Potential dates for budget planning:
  + May 11th at 8:30am-9:30am or 12:30pm-1:30pm
  + Final date picked was May 11th at 12:30pm
  + Follow-up date will be May 22nd at 4:00pm-5:00pm

.02 BCFD Inc.

* Recently purchased a 2nd Lucas Machine- an automatic CPR machine.
* There has been a lot of positive feedback from the Dominican Hospital.
* BCFD was the first department to purchase this and now surrounding departments are working on purchasing it.
* Another purchase of an AED was recently made as well.
* Planning the next fundraising event in August.
* This one will be the BBQ Dance but also celebrating the 100 anniversary of the Department.
* It will be a little different than previous years as it is a bigger celebration.
* A new turnout dryer was purchased and will be placed next to the washer we already have.
* Purchased a Smart Board for the hall and will be used for training and drills.

9.0 Chief’s Report

10.0 Adjournment

* Meeting adjourned at 10:37AM.