

Boulder Creek Fire Protection District
Minutes of Board of Directors Meeting
July 11, 2017

1.0 Convene Meeting/Roll Call

The regular meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Rogers at the Boulder Creek Fire District Office on Tuesday, May 9th, 2017 at 9:00 a.m. Present were Chairman Rogers, Director Currier, Director Locatelli, Director Presswood, Director Robustelli, Chief McClish, and Secretary Vickers.

2.0 Additions and Deletions to Agenda: None

3.0 Oral Communications: None

4.0 Approval of Minutes of the Special Board Meeting 06/12/17 and Regular Board Meeting 6/12/17. Motion made by Dir. Robustelli and seconded by Dir. Presswood to approve minutes of June 12th and June 13th with correction to Jim Hart's name and Dir. Currier recused himself from the Century 21 discussion under unfinished business. Vote was unanimous.

5.0 Approval/Payment of Bill

Motion made by Dir. Robustelli and seconded by Dir. Presswood to approve the bill list in the amount of \$108,700.36. This included \$24,786.70 in payroll, and \$83,913.66 in bills already paid. Vote was unanimous.

6.0 Correspondence: None

7.0 Unfinished Business:

.01 SLV Water District Pump Station

Chief showed the letter sent from SLV Water in which SLV Water has agreed to pay for half the expenses, excluding the grease trap which we will pay for. After budget is complete staff will plan for completing project which will have least amount of impact on planned events. Staff was also directed to review purchasing policy.

.02 Approval of 5,156 Parcels to be taxed for Measure N

Motion made by Dir. Locatelli and seconded by Dir. Currier to approve 2017-2018 Measures N with 5,516 parcels to be taxed at \$35 each. Vote was unanimous.

.03 Resolution 17-08 Resolution to enter into lease agreement with Monterey Bay Unified Air Pollution Control District

Motion made by Dir. Robustelli, seconded by Presswood to adopt resolution 17-08 lease agreement with Monterey Bay Unified Air Pollution Control District. Vote was unanimous.

.04 Resolution 17-10 Resolution to enter into lease agreement with Santa Cruz County for 13210 Central Ave., Boulder Creek, CA.

Motion made by Dir. Robustelli and seconded by Dir. Presswood to adopt Resolution 17-10 Lease agreement with Santa Cruz County. Dir. Currier and Dir.

Locatelli recused themselves from discussion and voting. Vote was unanimous otherwise.

8.0 New Business

.01 Review of 2017-2018 Draft Budget

All board members reviewed and discussed the draft budget that Fire Chief McClish presented. Will hold a special board meeting on July 18 2017 to discuss further.

9.0 Chief's Report

a. Administration

.01 Prepared draft 2017-2018 budget and completed Performance evaluation documents.

.02 Measure N - Attorney confirmed post cards for out of district property owners only need to be mailed one time. Quote was obtained for the work and post cards have been mailed. Parcels have been sorted and there will be 5,155 parcels taxed this year for a total of \$180,460. Santa Cruz County will charge 1%, \$1,804.60, leaving a total of \$178,655.40 to be collected. All documentation will be submitted upon approval of the board for total parcels to be taxed.

.03 The Santa Cruz County Auditors Office has cleared all stale dated checks.

.04 Received 2 tablets from Santa Cruz County EMS for new electronic patient care reporting. Training for tablets will be in July and go in service at that time. Mobile device training plan created to meet county requirements.

.05 Completed 12-month performance evaluation of Administrative Secretary Vickers.

.06 Helmet cam/social media policy – No update

b. Operations

.01 (4) Firefighter candidates completed interviews and will be going to physicals.

.02 Firefighters Cole and Fraser attended 4x4 class in Hollister sponsored by Santa Cruz County Training Officers

.03 Agility test – several firefighters went through agility test at Redwood Elementary. The Officers will review results and recommended changes will be made.

c. Maintenance

.01 2131 annual service completed. Repairs in progress on 2166 (no start), 2111 (pump panel lights) and 2152 (siren).

.02 C21 parking lot painted. Handicap signs posted. Quote received for work on ramp, hand rails and ramp to back door.

.03 Station Electrical Review – No Update

d. Other

.01 Attended the following meetings – Joint County Fire and Law Chiefs, SCCFAIG, County Chiefs work shop & Internship wrap up.

Met with energy consultant who put together plan to replace all station lighting with LED lighting for a total cost of \$2,391. This has been included in the budget. Chief Frawley and I met with Supervisor McPherson to educate him on

upcoming ambulance RFP and the possible involvement of the Fire Agencies.
Also met with Directors Presswood and Locatelli to review draft budget.

.02 Completed final business inspections of YMCA and Camp Harmon.
Completed defensible space inspections of 210 Everest Dr., 200 Prospect and 215 Blue Ridge. Also completed rough sprinkler inspection of 11623 Alta Via and underground inspection of 425 Memory Lane. Met with homeowner at 17220 Bear Creek Rd. to discuss legalization of ADU. Completed final inspection of 530 Alder Rd.

.03 Provided fire extinguisher training to Camp Harmon counselors and fire engine to boy scout camp for educational session with cub scouts. Also worked at annual Pancake breakfast.

.04 Storage Container – No Update

.05 Facilities Planning Committee – No Update

10.0 Closed Session


.01 Fire Chief Performance Evaluation
Postponed to July 18th meeting.

11.0 Adjournment

There being no further business, the meeting was adjourned at 11:19 AM



Pearl Vickers, Secretary



Rick Rogers, Chairman