

**BOULDER CREEK FIRE PROTECTION DISTRICT**

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Board of Directors

Minutes of the Board of Directors Meeting

Regular Board Meeting

November 12th, 2024

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 12th, 2024 at 9:00 A.M. Present were, Director Robustelli, Director Locatelli, Director Presswood, Director Currier, Fire Chief Bingham and Admin Aileigh McCormack. Two public members were present.
* Motion made by Dir. Currier to excuse Dir. Scruggs from Regular Board Meeting on November 12th, seconded by Dir. Presswood. Vote was unanimous. Motion carries.

2.0 Additions and Deletions to Agenda

* None

3.0 Oral Communications

* None

4.0 Approval of Minutes

.01 Regular Board Meeting October 8th, 2024

* Motion made by Dir. Presswood to approve the minutes from the Regular Meeting October 8th, 2024, seconded by Dir. Robustelli. Vote was unanimous. Motion carries.

.02 Special Board Meeting October 22nd, 2024

* Motion made by Dir. Presswood to approve the minutes from the Special Meeting October 22nd, 2024, seconded by Dir. Currier. Vote was unanimous. Motion carries.

5.0 Approval/Payment of Bills

.01 Approval/Payment of Bills and Review of Financials

* Dir. Robustelli asked for clarification on a purchase from Summit Uniform and Chief Bingham explained it is for nomex uniform pants.
* Dir. Robustelli asked for clarification on a purchase, Chief Bingham explained it is to replace all Battalion Chiefs coats because they were expiring.
* Chief Bingham was requested to bring reserve account details for the next regular meeting for review.
* The purchase of the new GMC and Ford trucks will be expended from the mobile reserve account.
* Motion made by Dir. Robustelli to approve the payment of bills at $275,692.99, that is including the payment of paynight stipends, seconded by Dir. Presswood. Vote was unanimous. Motion carries.
* Paynight gift has been chosen and due to the high cost, BCFD Inc. has agreed to pay half of the total. The board members agreed and the gift will be purchased. The district will reimburse the BCFD Inc for half of the bill.

6.0 Correspondence

* None

7.0 Unfinished Business

.01 NFIRS / First Due reports

* Total number of calls for October was 119. Chief Bingham pointed out there is a slight increase of calls.
* Heather Presley has officially stepped down from the Fire Dist. A payroll action form has been sent to the County of Santa Cruz.

.02 Repair of the fire station kitchen

* Chief Bingham updated that the social department is going to review the plans and bring it to the line for discussion.

.03 Station generator replacement

* Chief Bingham and Dir. Locatelli are going to measure the footprint after this meeting.

.04 Station security cameras

* Chief Bingham has no report, still waiting on quotes.

8.0 New Business

.01 California CLASS presentation

* Rick Wood, the Chief Finance Officer & Operations Officer presented on California CLASS.
* California CLASS is a public agency. There is a board of directors and public trust advisor. A large number of fire departments and fire districts use California CLASS.
* Dir. Locatelli asked if we are required to get an investment policy and Rick Wood (CSDA/CAl Class) explained it is a good idea to have one even if they are not entering a debt/borrow relationship.
* Rick Wood offered to write an investment policy and a reserve policy for us as we are members of CSDA. He will email these policies to the Chief after the meeting.
* Two programs are offered for public sectors: prime style fund- stable asset value protects the safety of principle. Second program is enhanced cash fund- longer wait period to grow interest about 10 months for cashed maturity. Both programs allow quick accessibility.
* Some benefits of using their system are unlimited transactions, no minimum/maximum balance, no fees, etc. User-friendly transaction portal.
* CSDA Public Affairs Field Coordinator, Rachelle shared some new members' materials. A packet of all this material will be placed in Dir. Scruggs box due to his absence.

.02 Investment policy

* Chief Bingam will work with Rick Wood to create an Investment and Reserve policy and bring it back to next meeting

.03 2024 Paynight payroll

* Paynight payroll was discussed to ensure the amount was in the current budget. Chief Bingham explained that it was in fact below the budgeted amount.
* Dir. Robustelli will plan on purchasing the food for paynight with Chief Bingham’s calcard.

9.0 Chief’s Report

* Dir. Robustelli would like to know the cost of running calls on frequent fliers. Chief Bingham will work on a fee structure and process for recouping the cost.

10.0 Adjournment at 11:20AM