



RODEO-HERCULES FIRE PROTECTION DISTRICT
 1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547
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REGULAR BOARD MEETING MINUTES
APRIL 9, 2025

1. **CALL TO ORDER/ROLL CALL** Meeting called to order at 6:30 p.m. Directors Delano Doss, Marie Bowman, Charles Davidson, Steve Hill and Heather Gibson present.
2. **PLEDGE OF ALLEGIANCE** (00:30)
3. **ANNOUNCEMENTS OF DISTRICT EVENTS** (1:20)
4. **ADJOURN TO CLOSED SESSION** (2:35)
5. **RETURN TO OPEN SESSION / CLOSED SESSION REPORT OUT** (2:55) Nothing to report out.
6. **CONFIRMATION OF THE AGENDA** (3:05) Motion to approve the agenda made by Vice Chair Bowman and seconded by Director Gibson. Motion carried 5-0.
7. **REVIEW OF CORRESPONDENCE TO THE BOARD** (3:24) None.
8. **PUBLIC COMMUNICATIONS ON ITEMS NOT ON THIS AGENDA** (3:34)

Public Comment

Robert Baum
 Maureen Brennan

9. **CONSENT CALENDAR** (7:04) Motion to approve the consent calendar made by Vice Chair Bowman and seconded by Director Davidson. Motion carried 5-0.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	Y
Director Davidson	Y
Director Hill	Y
Director Gibson	Y

10. **SPECIAL ORDER OF BUSINESS: DISTRICT STRATEGIC PLAN AND SUSTAINABILITY EFFORTS** (7:30) The Board received an update on the annexation process and upcoming financial actions related to the transition to ConFire. Chief Ramirez outlines several items that will require Board approval in May or June, including vacation and compensatory time buyouts, asset transfers, and fund balance transfers. The Chief also notes that an amended budget will be needed to account for these transfers.

11. **RECEIVE FISCAL YEAR 2023-2024 ANNUAL AUDIT REPORT (15:30)** Garima Jha from Harshwal & Co. discussed the management and auditor responsibilities in financial statement audits. He emphasized that the financial statements should be free from material mistakes and that the management is responsible for the design, implementation, and maintenance of internal controls. The auditor's responsibility is to express an opinion on whether the financial statements are fairly presented and in conformity with US Generally Accepted Accounting Principles. Motion to receive the report made by Vice Chair Bowman and seconded by Director Davidson. Motion passed unanimously.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	Y
Director Davidson	Y
Director Hill	Y
Director Gibson	Y

Public Comment

Robert Baum
 Maureen Brennan
 Bob Russey
 John Bischoff

12. **RECEIVE 2023-2024 MEASURE O REPORT FROM FIRE CHIEF (46:56)** The Board receives the 2023-2024 Measure O report from Fire Chief Rebecca Ramirez. The report details revenues of \$2.647 million and expenditures of \$2.4 million, leaving a balance of \$1.2 million. Key expenditures include permanent salaries, insurance, and capital improvements like new alerting systems and bathroom renovations at fire stations. The Measure O oversight committee will review the report and present their own findings to the Board in May. Motion to receive the report made by Vice Chair Bowman and seconded by Director Gibson. Motion passed unanimously.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	Y
Director Davidson	Y
Director Hill	Y
Director Gibson	Y

Public Comment

Maureen Brennan
 Bob Russey

13. **TAX INCREMENT REPORT (53:46)** Tom Sinclair of Strategic Advisory Services provided an update on the Hercules Successor Agency pass-through payments and residual distributions from property tax increment funds. He explains that the fire district receives pass-through payments and residual distributions, with the current fiscal year's pass-through payments expected to be close to the budgeted amount of \$388,000. However, the residual distributions may be lower than anticipated due to increased enforceable obligations in the second half of the year. Tom clarifies that the \$10 million in enforceable obligations is for the entire Hercules Redevelopment Agency, not specifically for the Rodeo Hercules Fire District.

14. **WEED ABATEMENT PROGRAM (1:03:18)** David Stevens of CSG Consultants presented the weed abatement program for 2025, discussing regulatory requirements, fire history, and statutory elements. He mentioned that the program is unique this year due to the annexation process and the need

to align legal notices with Contra Costa County fire. He also mentioned that the program will transition to Contra Costa County fire at some point. David also discussed the noticing process, which includes sending postcards to noncompliant properties and beginning inspections in June. Motion to approve Resolution 2024-04 made by Vice Chair Bowman and seconded by Director Gibson. Motion passed unanimously.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	Y
Director Davidson	Y
Director Hill	Y
Director Gibson	Y

Public Comment

Maureen Brennan

15. **PUBLIC HEARING (1:21:30)** There was discussion regarding the continuation of Measure O, a special parcel tax passed in 2016. The tax, which has been beneficial in keeping two stations open, is set to increase by 2.7% annually, which would amount to an additional \$7 per parcel. The total projected revenue for the fiscal year 2026 would be approximately \$2,785,626. Motion to approve Resolution 2025-05 made by Director Hill and seconded by Director Gibson. Motion passed 3-2.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	A
Director Davidson	A
Director Hill	Y
Director Gibson	Y

16. **LOCAL HAZARD MITIGATION PLAN (1:29:12)** Motion made by Vice Chair Bowman to approve Resolution 2025-06 and seconded by Director Davidson. Motion passed unanimously.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	Y
Director Davidson	Y
Director Hill	Y
Director Gibson	Y

17. **REQUEST FOR CONFIRMATION OF PHILLIPS 66 AD VALOREM PROPERTY TAXES PROVIDED TO THE RHFD (1:33:33)** Motion made by Chair Doss to approve the letter presented and send it to the county Board of Supervisors. Seconded by Vice Chair Bowman. Motion passed 5-0.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	Y
Director Davidson	Y
Director Hill	Y
Director Gibson	Y

18. **ACCEPTANCE OF STATE HOMELAND SECURITY GRANT FOR THERMAL IMAGING CAMERAS** (1:38:22) A. ACCEPTANCE AND APPROPRIATION OF FISCAL YEAR 2024 STATE HOMELAND SECURITY GRANT Motion made by Vice Chair Bowman to approve Resolution 2025-07 and seconded by Director Hill. Motion passed unanimously.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	Y
Director Davidson	Y
Director Hill	Y
Director Gibson	Y

- B. SOLE SOURCE JUSTIFICATION FOR PURCHASE OF THERMAL IMAGING CAMERAS, APPROVAL AND AUTHORIZATION FOR THE FIRE CHIEF TO EXECUTE THE PURCHASE Motion to approve Resolution 2025-08 made by Vice Chair Bowman and seconded by Director Hill. Motion carried 5-0.

Roll Call Vote

Chair Doss	Y
Vice Chair Bowman	Y
Director Davidson	Y
Director Hill	Y
Director Gibson	Y

19. **FIRE CHIEF’S REPORT** (1:48:40) Captain Cochnauer to update the commemorative plaque design based on Board feedback and present at a future meeting.
20. **STAFF REPORTS**
21. **BOARD MEMBER REPORTS** (2:04:00) LAFCO sent acknowledgement of dissolution letter to RHFD with receipt of payment included. East Bay Hills Wildland Coordinating Group meets April 16th at 9am at El Cerrito Council chambers. Community Engagement Ad Hoc received suggestions regarding July 1 transfer of command ceremony. Audit Ad Hoc to be dissolved. Board Governance Ad Hoc dissolved (2:19:23).
22. **MEASURE O OVERSIGHT COMMITTEE** (2:13:03) Nothing to report.
23. **LOCAL 1230 COMMENT** (2:13:25) Comments by John Bischoff. Crews are training with ConFire and familiarizing themselves with ConFire’s apparatus that is parked at Station 75.
24. **REQUEST FOR FUTURE AGENDA ITEMS** (2:16:34) Records retention regarding annexation. Annexation ceremony presentation.
25. **ADJOURNMENT** Meeting adjourned at 9:18 p.m.