



RODEO-HERCULES FIRE PROTECTION DISTRICT
 1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547
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REGULAR BOARD MEETING MINUTES
JANUARY 10, 2024

1. **CALL TO ORDER/ROLL CALL** Meeting called to order at 7:00 pm. Directors Marie Bowman, Delano Doss, Steve Hill, Charles Davidson and Robyn Mikel present.
2. **PLEDGE OF ALLEGIANCE** (00:28)
3. **DISTRICT REORGANIZATION** (00:49) Elections of Board Chair and Vice Chair. For the Chair position, Director Davidson nominated Director Bowman. Motion Failed (2-3).

Roll Call Vote

Bowman	Yes
Doss	No
Hill	No
Davidson	Yes
Mikel	No

Director Hill nominated Director Doss as Board Chair. Motion passed (3-2)

Roll Call Vote

Bowman	No
Doss	Yes
Hill	Yes
Davidson	No
Mikel	Yes

For the Vice-Chair position, Director Davidson nominated Director Mikel. Motion failed (2-3)

Roll Call Vote

Bowman	Yes
Doss	No
Hill	No
Davidson	Yes
Mikel	No

Director Doss nominated Director Bowman as Vice-Chair. Motion passed (5-0)

Roll Call Vote

Bowman	Yes
Doss	Yes
Hill	Yes
Davidson	Yes
Mikel	Yes

4. **2024 ANNUAL CALENDAR** (10:30)
5. **ANNOUNCEMENTS OF DISTRICT EVENTS** (11:34) Letter from CCCFPD Chief Lewis Broschard to Chief Ramirez thanking the district for providing coverage for Con Fire stations so their personnel could attend Firefighter John Martinez’s funeral. Adjournment of today’s meeting will be in honor of Firefighter Martinez. Open house-style orientation for firefighter/paramedic applicants January 16 and 18.
6. **CONFIRMATION OF THE AGENDA** (14:45) Vice Chair Bowman moves to approve the agenda. Seconded by Director Hill. Motion carried.

Roll Call Vote

Bowman	Yes
Doss	Yes
Hill	Yes
Davidson	Yes
Mikel	Yes

7. **REVIEW OF CORRESPONDENCE TO THE BOARD** (15:30) See agenda item 5 for CCCFPD letter.
8. **PUBLIC COMMUNICATIONS ON ITEMS NOT ON THIS AGENDA** (15:50) None.
9. **CONSENT CALENDAR** (16:48) Motion made by Vice Chair Bowman. Seconded by Director Mikel. Motion passes 5-0.

Roll Call Vote

Doss	Yes
Bowman	Yes
Hill	Yes
Davidson	Yes
Mikel	Yes

10. **PRESENTATION ON FIRE PREVENTION FEES** (18:18) Chief Ramirez and Fire Marshal Bill Lellis discuss methodology/fee changes for new fee schedule, taking into consideration direct and indirect costs. Will bring updated fee structure back to the board at future meeting after noticing the county and city.
11. **LOCAL HAZARD MITIGATION PROGRAM** (44:20) In order to qualify for certain grants, the district needs to have a local hazard mitigation plan. County level approval sometime around May.
12. **AUTO AID SERVICES AGREEMENT WITH CROCKETT-CARQUINEZ FIRE PROTECTION DISTRICT** (47:50) RHFD has been exchanging aid with CCFD for around 15 years; agreement will formalize what has already been in place. Being reviewed by County Board of Supervisors.

Public Comment

Darren Johnson

Motion made by Director Mikel to approve agreement with Crockett-Carquinez Fire District. Seconded by Vice-Chair Bowman. Motion passes 5-0.

Roll Call Vote

Doss	Yes
Bowman	Yes
Hill	Yes
Davidson	Yes
Mikel	Yes

13. **GRANT WRITING AND ADVOCACY AGREEMENT (56:00)** Introduction of Townsend Public Affairs via PowerPoint.

Public Comment

Tanya Little

Motion made by Chair Doss to approve grant writing agreement, Resolution 2024-02; seconded by Vice-Chair Bowman. Motion passes 5-0.

Roll Call Vote

Doss	Yes
Bowman	Yes
Hill	Yes
Davidson	Yes
Mikel	Yes

14. **BATHROOM RENOVATIONS AND ADDITIONAL FUNDING REQUEST (1:10:44)** Chief Ramirez discussed bathroom renovations. Mold discovered at station 76 bathroom requiring remodel of adjoining administrative bathroom; requesting additional funds to cover the unforeseen cost. Motion made by Vice-Chair Bowman to provide \$15,000 in additional funding, with the total cost not to exceed \$102,300. Seconded by Director Hill. Motion passed 5-0.

Roll Call Vote

Doss	Yes
Bowman	Yes
Hill	Yes
Davidson	Yes
Mikel	Yes

15. **CSDA KEY LEARNINGS SURVEY REPORT (1:13:48)** Recommendation to move forward with a workshop with a moderator to help board prioritize key learnings and determine next steps; meeting to be held at a special meeting. Moderator will be made available at no cost through the district's membership with CSDA. Motion made by Vice-Chair Bowman to hold said special meeting on February 21. Seconded by Director Mikel. Motion passes 5-0.

Roll Call Vote

Doss	Yes
Bowman	Yes

Hill	Yes
Davidson	Yes
Mikel	Yes

16. **REVIEW MEASURE O BALLOT TAX FOR CONSIDERATION OF CONVERSION TO UNIT TAX** (1:19:30) Measure O currently only collects taxes from single family homes. Changing the property tax to a per-unit basis would require amending the calculation method and would also require a ballot measure approved by voters. Cost of a ballot measure could be roughly \$75,000. Ad Hoc committee created with Directors Bowman and Davidson serving.

Public Comment

Maureen Brennan
 Tanya Little
 Vince Wells
 Tara Shaia

17. **FIRE CHIEF’S REPORT** (1:45:02) Recruitment for firefighter/paramedic under way and the application period is open. There are 5 candidates for the upcoming engineer’s exam. Captain Skye Johnson talked about some of the notable calls in December. Training with Con Fire. Measure X request for radios and alerting systems countywide were not approved. Waiting to hear back regarding other grants. Station remodels, new alerting systems coming soon. Phillips 66 issued \$99,625 check to fund lease of the quint. Blood pressure screenings for seniors to begin again. Mid-year budget review next month.
18. **STAFF REPORTS** (1:56:20) Chief Ramirez announced Carlo Granzella was chosen by his peers as the Firefighter of the Year for 2023.
19. **BOARD MEMBER REPORTS** (2:00:05) Strategic Plan ad hoc committee meeting with Chief Mike Despain. January 31 meeting will feature presentation by LAFCO and Chief Broschard from Con Fire. Budget committee looking forward to Auditor’s Report in February. Website committee: font size adjustment forthcoming. Discussion about proper way to present information re: strategic plan to Hercules City Council meetings.
20. **MEASURE O OVERSIGHT COMMITTEE** (2:11:50) Chairperson Maureen Brennan sent email to committee members to reinstate regular meeting schedule. Next meeting February 14.
21. **LOCAL 1230 COMMENT** (2:14:00) John Bischoff congratulated Engineer Granzella on behalf of Local 1230. Thanked Chief Ramirez and the board for prioritizing station repairs. Vince Wells thanked the district for its support regarding the funeral for Con Fire firefighter John Martinez, former Chair Bowman’s support for needed station repairs and congratulated Chair Doss on his appointment to board chair.
22. **REQUEST FOR FUTURE AGENDA ITEMS** (2:18:11)
- Public hearing on fire prevention fees
 - Presentation on local hazard mitigation program
 - Mid-year budget report
 - Ask county to retroactively waive fees on 178 parcels within district
 - Receive annual audit report for FY 22-23

- Measure O audit report
- EMS presentation
- Follow-up on onboarding process for directors and Measure O committee members
- Ask Measure O unit conversion ad hoc committee to make recommendations to board/possible consultants/update on their presentation to the Measure O committee
- Firefighter of the year proclamation

23. **ADJOURNMENT** Meeting adjourned at 9:23 pm in memory of firefighter John Martinez.

Board Vice Chair