



**A PROCLAMATION OF THE BOARD OF DIRECTORS OF THE
RODEO-HERCULES FIRE PROTECTION DISTRICT
RECOGNIZING THE SERVICE OF DIRECTOR ROBYN MIKEL**

WHEREAS, Robyn Mikel was appointed to the Rodeo-Hercules Fire Protection District's Board of Directors in 2022; and

WHEREAS, During her time as a RHF D Director, Robyn Mikel exceeded expectations through dedication and compassionate leadership; and

WHEREAS, Director Mikel is always seeking to learn and to truly understand her elected position in pursuit of better fire and emergency service for the safety of the community and its firefighters; and

WHEREAS, Director Mikel was constantly focused on the District's fiscal health and sustainability contributing to monumental decisions that will forever have a positive impact on the community; and

WHEREAS, Director Mikel served on multiple Ad Hoc committees including the Website, Strategic Plan and Board Orientation Ad Hoc Committees; and

WHEREAS, Director Mikel is admired for her determination, impartiality, sensibility, thoughtfulness, balance, and her unwavering commitment to our community ; and

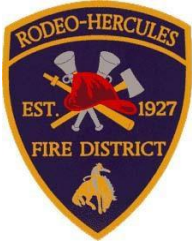
WHEREAS, Director Mikel remains a strong advocate for the safety and mental health of RHF D firefighters and firefighters more broadly by advocating for better services and support for first responders and their families through her work with Red H.E.L.P. ; and

WHEREAS, Director Mikel is the proud mother to son Donovan and is committed to being the best mother and role model possible for him.

NOW, THEREFORE, the Board of Directors of the Rodeo-Hercules Fire Protection District hereby recognizes Director Robyn Mikel's service to the district and thanks her for her commitment to the board of directors.

Dated this 8th day of January, 2025

Delano Doss, Board Chair



RODEO-HERCULES FIRE PROTECTION DISTRICT
 1680 REFUGIO VALLEY ROAD, HERCULES, CALIFORNIA 94547
 (510) 799-4561 FAX: (510) 799-0395

**REGULAR BOARD MEETING MINUTES
 NOVEMBER 13, 2024**

1. **CALL TO ORDER/ROLL CALL** Meeting called to order at 6:30 p.m.. Directors Delano Doss, Marie Bowman, Charles Davidson and Robyn Mikel in attendance. Director Steve Hill not present due to illness.
2. **PLEDGE OF ALLEGIANCE** (00:40)
3. **ANNOUNCEMENTS OF DISTRICT EVENTS** (1:11) Measure O Senior Exemption forms available at RHFD’s website and at Station 76, and are due no later than January 31, 2025.
4. **ADJOURN TO CLOSED SESSION** (2:30)
5. **CLOSED SESSION**
6. **RECONVENE IN OPEN SESSION/CLOSED SESSION REPORT OUT** (2:52) Nothing to report out.
7. **CONFIRMATION OF THE AGENDA** (4:45) Motion by Vice Chair Bowman to approve the agenda with the removal of items 17 and 18. Seconded by Director Mikel. Motion passed 4-0.

Roll Call Vote (4-0)

Chair Doss Yes
 Vice Chair Bowman Yes
 Director Davidson Yes
 Director Mikel Yes

8. **REVIEW OF CORRESPONDENCE TO THE BOARD** (5:58) None.
9. **PUBLIC COMMUNICATIONS ON ITEMS NOT ON THIS AGENDA** (6:14)

Public Comment

EH
 Tara Shaia

10. **CONSENT CALENDAR** (12:04) Motion by Vice Chair Bowman approve the consent calendar. Seconded by Director Mikel. Motion carried.

Roll Call Vote (4-0)

Chair Doss Yes
 Vice Chair Bowman Yes
 Director Davidson Yes

Director Mikel Yes

11. **SPECIAL ORDER OF BUSINESS: DISTRICT STRATEGIC PLAN AND SUSTAINABILITY EFFORTS** (12:32) LAFCO voted unanimously today to approve the sphere of influence request.
12. **FIRST QUARTER BUDGET REPORT** (14:07) Chief Ramirez and Getachew Demeku-Ousman presented the 1st quarter budget report, highlighting that 25% of the budget had been expended. The financial performance was as expected, with some lump sum expenditures and revenues. There were some overages and underspent areas, but these were expected to level out as the year progressed.
13. **FIRE STATION 76 REPAIRS AND RENOVATIONS** (29:23) Motion to approve Resolution 2024-27 made by Vice Chair Bowman and seconded by Director Davidson. Motion carried.

Roll Call Vote (4-0)

Chair Doss Yes
 Vice Chair Bowman Yes
 Director Davidson Yes
 Director Mikel Yes

14. **AMENDMENT TO LOCAL 1230 MEMORANDUM OF UNDERSTANDING REGARDING LEAVES OF ABSENCES** (33:48) Amendment will bring the district into compliance with the Family Medical Leave Act and the California Family Rights Act. Motion to approve Resolution 2024-28 made by Vice Chair Bowman and seconded by Director Mikel. Motion passed unanimously.

Roll Call Vote (4-0)

Chair Doss Yes
 Vice Chair Bowman Yes
 Director Davidson Yes
 Director Mikel Yes

15. **EXTENSION OF INTERIM FIRE CHIEF'S AGREEMENT** (37:21) Chief Ramirez's contract proposed to be extended to June 30, 2025. Motion to approve Resolution 2024-29 made by Director Mikel and seconded by Vice Chair Bowman. Motion carried.

Roll Call Vote (4-0)

Chair Doss Yes
 Vice Chair Bowman Yes
 Director Davidson Yes
 Director Mikel Yes

16. **BOARD POLICY AND PROCEDURES** (39:40) RHFDF presented a draft policy on internal board discipline, which was requested by the Board. The policy outlines the process for handling complaints about board members, including the formation of an ad hoc committee to investigate the complaint and make a recommendation to the full board. The policy also includes provisions for censure and the consequences that may follow. Motion to approve Resolution 2024-30 with the addition of an acknowledgement of receipt made by Vice Chair Bowman and seconded by Director Mikel.

Public Comment

Robert Baum
EH

Roll Call Vote (4-0)

Chair Doss	Yes
Vice Chair Bowman	Yes
Director Davidson	Yes
Director Mikel	Yes

17. **FIRE CHIEF’S REPORT** (1:1:36) Chief Ramirez reported on RHFD’s new recruit, highlighted notable calls, report writing classes that were held at Station 76, crews’ physicals with Life Scan, suppression personnel attending oil fire school in Texas courtesy of Phillips 66, and updates on apparatus repairs, grants, and a prevention department update.
18. **STAFF REPORTS** (1:10:40) None.
19. **BOARD MEMBER REPORTS** (1:10:48) East Bay Hills Wildfire Coordinating Group will meet on Nov. 14 at El Cerrito City Hall at 1 pm. Received response from the county regarding Phillips 66 and property taxes and the Phillips 66 Taxes Ad Hoc will bring the issue back to the board in January.
20. **MEASURE O OVERSIGHT COMMITTEE** (1:22:22) The committee has 3 members and the district will host an orientation on December 5.
21. **LOCAL 1230 COMMENT** (1:23:05) None.
22. **REQUEST FOR FUTURE AGENDA ITEMS** (1:23:33) Phillips 66, California Department of Insurance presentation, management of board meetings, proclamation for Director Robyn Mikel.
23. **ADJOURNMENT** Meeting adjourned at 8:30 p.m.

11:35 AM

01/03/2025

Date	Num	Name	Memo	Account	Amount
11/01/2024	W4102379YK	American Messaging	November 2024	2110 · Communications	-41.19
11/01/2024	11-01-24	Mark A. Clementi	Pre-employment psychological test	2310 · Professional/Specialized Servic	-844.00
11/01/2024	NOV24	The Standard	November 2024	1060 · Group Insurance	-609.00
11/01/2024	2024	Contra Costa County Fire Chief's Associat	Membership Dues	2200 · Memberships	-150.00
11/06/2024	2574620	Amazon	Refrigerator Water Filter	2281 · Maintenance of Buildings	-107.06
11/07/2024	13068	Ernie's Plumbing	76-Sewer line repair	2281 · Maintenance of Buildings	-259.75
11/07/2024	16189	Honor Awards	Plaque	2479 · Other Special Dept Expenses	-103.76
11/08/2024	27670843	Ready Refresh	Drinking Water	2150 · Food	-59.96
11/14/2024	75-1888920694dec	P.G.&E.	75-10/10/24-11/07/24	2120 · Utilities	-37.17
11/15/2024	2938	First Due	Annual Software	2310 · Professional/Specialized Servic	-8,872.50
11/18/2024		Cal OES	Strike Team Reimbursement	1014-08 · Strike Team Reimbursement	100,972.66
11/18/2024		Cal OES	Strike Team Reimbursement	2271 · Central Garage Maintenance	27,547.06
11/18/2024		Cal OES	Strike Team Reimbursement	1011 · Permanent Salaries	12,851.97
11/18/2024		Cal OES	Strike Team Reimbursement	1014-08 · Strike Team Reimbursement	44,696.13
11/18/2024		Cal OES	Strike Team Reimbursement	2271 · Central Garage Maintenance	12,940.46
11/18/2024		Cal OES	Strike Team Reimbursement	1011 · Permanent Salaries	5,763.66
11/18/2024		FRMS	4850 Reimbursement	1011 · Permanent Salaries	3,238.30
11/18/2024		FRMS	4850 Reimbursement	1011 · Permanent Salaries	3,238.30
11/18/2024		9741	Plan Review	9741 · Fire Prevention Plan Review	908.50
11/18/2024		Kaiser Permanente	Reimbursement	1061 · Group Insurance-Retiree	744.59
11/18/2024		9741	Plan Review	9741 · Fire Prevention Plan Review	426.00
11/18/2024		Chuck Coleman	COBRA Payment	1060 · Group Insurance	183.74
11/18/2024	427		24-25 AB860 for ERAF	9010 · Property Taxes-Current Secured	-30,682.00
11/19/2024	2155741	Municipal Emergency Services	Turnout Gear Cleaner	2474 · Firefighting Supplies	-440.96
11/22/2024		Cal OES	Strike Team Reimbursement	1014-08 · Strike Team Reimbursement	36,752.10
11/22/2024		Cal OES	Strike Team Reimbursement	2271 · Central Garage Maintenance	2,790.00
11/22/2024		Cal OES	Strike Team Reimbursement	1011 · Permanent Salaries	3,954.21

11/22/2024	Cal OES	Strike Team Reimbursement	2271 · Central Garage Maintenance	12,578.38
11/22/2024	Cal OES	Strike Team Reimbursement	1011 · Permanent Salaries	6,232.44
11/22/2024	Cal OES	Strike Team Reimbursement	1014-08 · Strike Team Reimbursement	49,746.06
11/25/2024 2534400-NOV	EBMUD	75-09/19/24-11/21/24	2120 · Utilities	-215.74
11/27/2024 423		VOID: 24-25 AB 860 for ERAF	9010 · Property Taxes-Current Secured	0.00
11/30/2024 419		November 2024	1001 · Holiday Pay	-18,371.48
11/30/2024 419		November 2024	1011-01 · Regular Pay-Longevity	-4,224.76
11/30/2024 419		November 2024	1011-02 · Acting Pay-F47	-271.09
11/30/2024 419		November 2024	1014-01 · Overtime-FLSA	-6,024.03
11/30/2024 419		November 2024	1014-05 · Overtime-OTF	-8,716.65
11/30/2024 419		November 2024	1014-06 · Overtime Acting Pay	-556.84
11/30/2024 419		November 2024-CTO Cashout	1014 · Overtime	-1,074.16
11/30/2024 419		November 2024	1011-03 · Vacation Sell Back	-21,591.46
11/30/2024 419		November 2024	1011 · Permanent Salaries	-246,522.75
11/30/2024 419		November 2024	1014-02 · Overtime-Backfill	-103,372.43
11/30/2024 419		November 2024	1042 · FICA	-5,820.83
11/30/2024 419		November 2024	1044 · Retirement	-215,274.18
11/30/2024 419		November 2024	1063 · Unemployment Insurance	-802.90
11/30/2024 419		November 2024	2160 · Clothing & Personal Supplies	-1,085.00
11/30/2024 420		LAIF Interest QE 09/30/24	9181 · Earnings on Investments	25,833.33
11/30/2024 429		Return overpayment of wages to depar	1011 · Permanent Salaries	503.96
11/30/2024 14925	Precision IT Consulting	January 2025	2310 · Professional/Specialized Servic	-4,256.20
11/30/2024 12969	Redwood Public Law	November 2024	2310 · Professional/Specialized Servic	-6,215.00
11/30/2024 0851-155338640	Republic Services	76-December 2024	2120 · Utilities	-153.99
11/30/2024 0851-155339161	Republic Services	75-December 2024	2120 · Utilities	-62.42
12/02/2024 21861817	Bay Alarm	76-Quarterly Service	2120 · Utilities	-120.00
12/04/2024 424		Reverse Secured Tax Apportionment	9010-01 · Secured Property Tax	-5,865,888.74
12/04/2024 425		Secured Tax Apportionment	9010-01 · Secured Property Tax	7,259,458.58
12/04/2024 426		24/25 RDA 1% Allocation	9010 · Property Taxes-Current Secured	-2,127,556.00
12/04/2024 76-528407nov	EBMUD	76-09/27/24-11/26/24	2120 · Utilities	-397.89
12/05/2024 2024-25-161	Alameda County Fire Department	375-Annual Service	2271 · Central Garage Maintenance	-12,181.08
12/05/2024 35524.1	Bay Alarm	75-Quarterly Service	2120 · Utilities	-180.75
12/06/2024 283897678	Zoom	November 2024	2100 · Office Expenses	-160.92

12/09/2024	9980	CalJAC Funds	9980 · Miscellaneous Revenue	8,175.94
12/09/2024	FRMS	4850 Reimbursement	1011 · Permanent Salaries	3,238.30
12/09/2024	FRMS	4850 Reimbursement	1011 · Permanent Salaries	3,238.30
12/09/2024	Charles Hanley	Medical Reimbursement	1061 · Group Insurance-Retiree	744.59
12/09/2024	U.S. Bank	Rebate	9980 · Miscellaneous Revenue	454.93
12/09/2024	Chuck Coleman	COBRA	1061 · Group Insurance-Retiree	183.74
12/09/2024	East Penn Manufacturing	Reimbursement	2271 · Central Garage Maintenance	73.71
12/09/2024	Kaiser Permanente	Kaiser Reimbursement	1061 · Group Insurance-Retiree	34.70
12/09/2024 4017223667DEC	P.G.&E.	76-11/06/24-12/06/24	2120 · Utilities	-459.32
12/10/2024 6100875185	Verizon Wireless	11/11/24-12/10/24	2110 · Communications	-19.10
12/10/2024 00431012	Boot Barn	Wildland Boots-Jones	2474 · Firefighting Supplies	-350.00
12/12/2024 INV-9914	I-505 Truck and Trailer Repair	Q76 fuel system repairs	2271 · Central Garage Maintenance	-5,379.34
12/12/2024 263407	J.W. Enterprises	December 2024	2310 · Professional/Specialized Servic	-359.00
12/13/2024 59123	CSG Consultants	10/26/24-11/29/24	2310 · Professional/Specialized Servic	-16,919.75
12/17/2024 2024207	Fire Stats, LLC	Reporting Tasks	2310 · Professional/Specialized Servic	-906.25
12/18/2024 0185259	Entenmann-Rovin Co.	Service Award	2479 · Other Special Dept Expenses	-383.83
12/18/2024 0185258	Entenmann-Rovin Co.	Service Award	2479 · Other Special Dept Expenses	-383.83
12/18/2024 0185257	Entenmann-Rovin Co.	Service Award	2479 · Other Special Dept Expenses	-383.83

California Department of Insurance



Mary Beth Bykowsky

Outreach Specialist

Community Relations and Outreach Branch



The Insurance Market

- Inflation is creating unprecedented financial stress to insurance markets.
- Increased costs of rebuilding, supplies, materials, auto parts along with labor shortages, among other costs, are affecting insurance markets.
- Reinsurance is harder to find and is costlier as catastrophes grow around the world.
- As risk grows, insurance markets are contracting to protect solvency, meet financial obligations and regulatory mandates.

Natural disasters & global inflation have increased insured losses and costs worldwide like never before.



California Context

**Top 12 Companies =
85% of State's Homeowners Market**

The property insurance market in the country (specifically in large states like California) is changing quickly.

Since 2022 alone — 7 of top 12 insurance companies have paused or restricted new business despite rate increases approved or pending with Department of Insurance.



California Context

Insurance Group and Ranking (2022)	Market Share	Major Actions in Homeowner Policies 2023
1. State Farm	21.22%	Paused new policies and initiated non-renewal of 72,000 policies by 2025
2. Farmers (10 companies)	14.9%	Writing new policies with 7,000 monthly limit
3. CSAA (2 companies)	6.9%	Writing new policies with no change
4. Liberty Mutual (6 companies)	6.6%	Writing new policies with no change
5. Mercury	6%	Writing new policies with no change
6. Allstate (5 companies)	6%	Paused new policies. Rate increase application (pending)
7. USAA (4 companies)	5.7%	Restricted underwriting to low-risk only
8. Auto Club	5.1%	Writing new policies with no change
9. Travelers	4.2%	Limited new policies. Rate increase application (pending)
10. American Family (3 companies)	2.8%	Writing new policies with no change
11. Nationwide (2 companies)	2.5%	Limited new policies
12. Chubb (8 companies)	2.2%	Ceased writing high-value homes with higher wildfire risk, and non-renewed some high-value homes



How did we get here?

- FAIR Plan has increased to 3% of CA market – becoming the insurer of first resort, not last resort, for many.
- AM Best downgraded outlooks for Top-12 companies like State Farm, AAA, Mercury due to risk concentration in California.
- Insurance companies will not write in high-risk areas, unless they can cover 100% of consumer claims, their expenses, and earn a fair return.
- Rate filings are more complex and can take longer than 6 months to review.
- One entity can unreasonably prolong rate filings – no other state has this.



Safer From Wildfires

Protect your home or business

+

Protect the immediate surroundings

+

Protect the whole community



CA FAIR Plan & Wildfire Risk Score

- Since August 2023, the CA FAIR Plan began offering insurance discounts
- The CA FAIR Plan is offering 20 million dollar coverage per location for commercial policies, including HOAs
- The Wildfire Risk Score regulations allows consumers to request and appeal your property risk score



Sustainable Insurance Strategy

A comprehensive plan to solve the California insurance crisis

- ▶ Informed by community input and data
- ▶ Insurers are committing to write and expand in high wildfire risk areas across the state — in a rate filing reviewed by the Department
- ▶ Depopulate the FAIR Plan



Catastrophe models lead to greater safety and better risk assessment

- ▶ Account for individual, community, and statewide mitigation.
- ▶ Recognize changing conditions such as climate and real estate development in high risk wildfire areas.
- ▶ Better management of catastrophic risk and premium accuracy.



Guiding principles

- ▶ Maximize geographic relief to insurance consumers.
- ▶ Define distressed areas of the state in a way that is clear, understandable, and addresses FAIR Plan growth.
- ▶ Monitor distressed areas annually and focus on expanding insurance access for distressed properties.



Hybrid approach to help consumers

- ▶ California's complex geography and insurance market require taking multiple approaches to help the most people.



ZIP Codes

- ▶ **"High" and "Very High" fire hazard categories based on most recent CAL FIRE maps**
- ▶ **FAIR Plan concentration rate of 15% or higher**
- ▶ **Affordability index for income-eligible in high and very high fire hazard area categories — based on the cost of coverage**



Counties

- ▶ **Wildfire Risk Scores: If 20% or more of properties in a county are in a high risk area (i.e. 1 out of 5 structures)**
- ▶ **20% threshold helps prevent “cherry picking” in low risk urban areas**



FAIR Plan policies facing wildfire risk

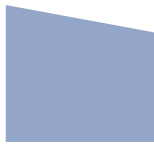
- ▶ Pockets of FAIR Plan policies exist in nearly every county.
- ▶ As part of new growth benchmarks, insurance companies will take FAIR Plan policies in Northern, Central, and Southern California.



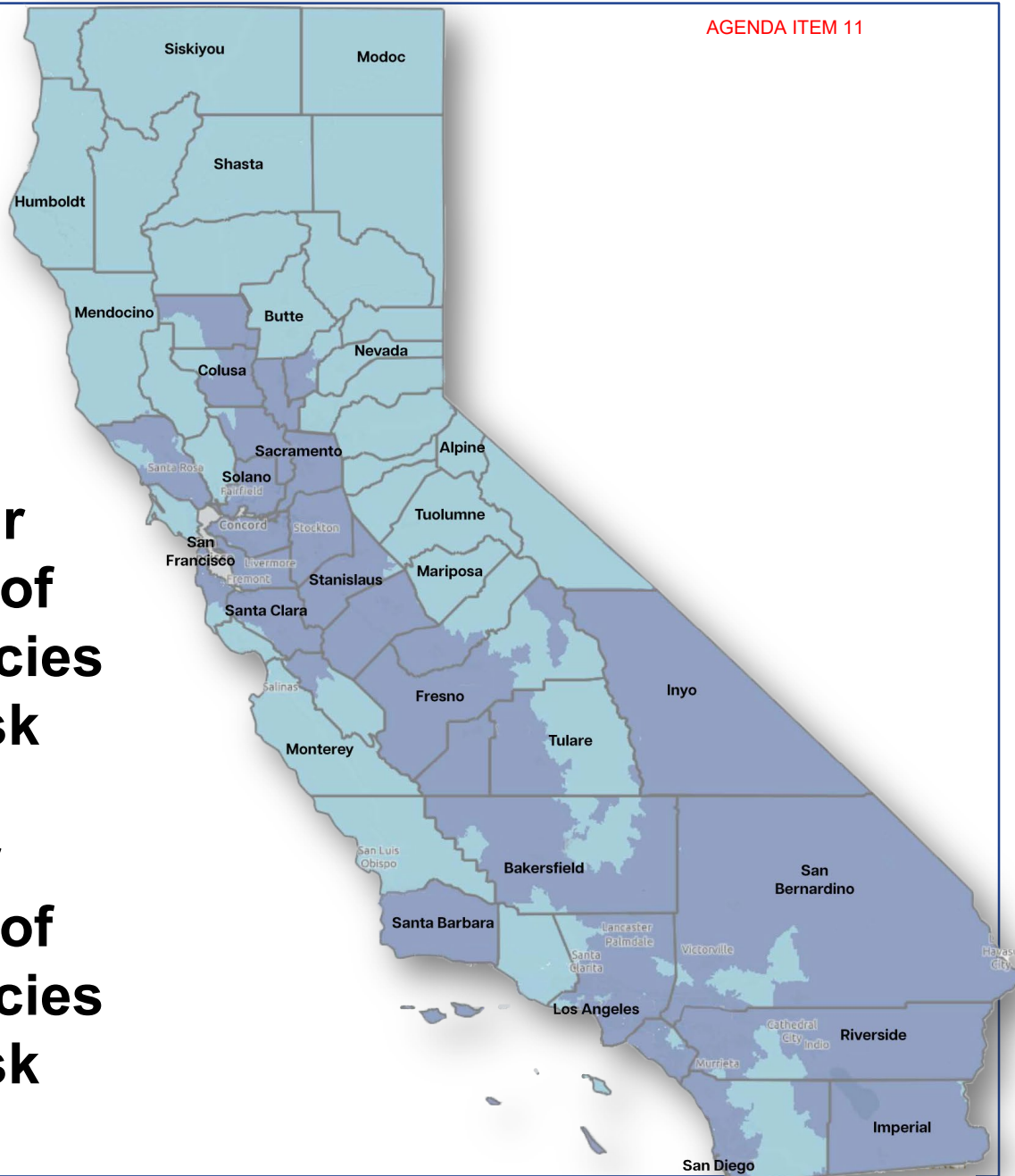
Concentration of FAIR Plan policies and wildfire risk



Areas of higher concentration of FAIR Plan policies and wildfire risk



Areas of lower concentration of FAIR Plan policies and wildfire risk



Companies will be driven to write new policies

Residential
85% minimum
in wildfire distressed areas

5% growth
for small or regional
insurance companies

Commercial: **5% growth** for
all companies



What this means for Californians:

First Approach	Second Approach	Third Approach
<p>ZIP Codes with greater than 15% FAIR Plan policies or affordability index</p> <p>Minimum 85% policies written in traditional market</p> <p>5% growth of writing</p>	<p>Counties with greater than 20% of properties at risk</p> <p>Minimum 85% policies written in traditional market</p> <p>5% growth of writing</p>	<p>FAIR Plan policies statewide in wildfire risk areas</p> <p>5% growth of writing to take policies out of FAIR Plan</p>

More coverage options and fewer FAIR Plan policies in areas of higher risk



The Department of Insurance's enforcement authority

- ▶ Under existing law, the Department can do a market conduct exam and audit insurance companies if they fail to meet the requirement.
- ▶ Conduct rate hearing, which can lead to a rate adjustment or refunds.
- ▶ Prevent insurance companies from using catastrophe models.



Questions? File a Complaint

1-800-927-4357

insurance.ca.gov

Consumer Alerts



From: Steve Hill <Hill@rhfd.org>

Sent: Friday, August 20, 2021 10:56 AM

To: ckelley@ci.hercules.ca.us <ckelley@ci.hercules.ca.us>; dbailey@ci.hercules.ca.us <dbailey@ci.hercules.ca.us>; awalker-griffin@ci.hercules.ca.us <awalker-griffin@ci.hercules.ca.us>; tgrimsley@ci.hercules.ca.us <tgrimsley@ci.hercules.ca.us>; Dante Hall <dhall@ci.hercules.ca.us>; Patrick Tang <ptang@jarvisfay.com>

Cc: Damon Covington <Covington@rhfd.org>; Bryan Craig <Craig@rhfd.org>

Subject: Request for Hercules Elected/Appointed Official Action to Stop Fellow Councilmember's Unwarranted and Malicious Actions

Hercules City Council Members, City Manager, Counsel:

We are taking the extraordinary step of writing to you, as the chair and vice chair of the Rodeo-Hercules Fire Protection District board of directors, to ask your assistance in resolving what is becoming a growing problem for our district that now has the very real possibility of adversely affecting public safety in our communities.

Councilmember Romero's actions have, over time, shown a lack of appreciation for the challenges of providing fire and emergency services to the city of Hercules as well as the unincorporated town of Rodeo, the service area of our fully autonomous California special district. In recent months, his very aggressive pursuit of what appears to be a politically motivated agenda has made it all but impossible for the board, which we lead, to consider options for addressing these challenges, much less to enter into any sort of decision-making process regarding them.

His continued bias against the fire service is indicated notably by:

- Having orchestrated and led the city council action to deny the district its full measure of Developer Impact Fees (DIFs) in 2019, adversely impacting public safety by unnecessarily undercutting funding from both the city of Hercules and, by default, the town of Rodeo
- Having repeatedly and openly impugned the board chair's character, alleging unethical behavior in spite of multiple publicly-published legal opinions to the contrary, in an effort to undermine board leadership
- Having made numerous statements alleging board malfeasance, all of which were easily refuted by knowable facts, in a variety of public settings to include social media and public meetings, further undermining the authority of the board
- Orchestrating a talking-point campaign based on misinformation and enlisting residents to speak on his behalf in order to further disrupt public forums and the conduct of fire board business
- Leading an unsuccessful effort to convince his fellow city councilors to resolve to involve themselves in his plans to further interfere with the function of this duly-elected board and its management of the fire district that serves their communities

These behaviors indicate a lack of objectivity and regard for life-and-death public service matters in Hercules and Rodeo.

Unfortunately, in recent days, Councilmember Romero seems to have turned his self-proclaimed political bullying on our fire chief, the uniformed and badged leader of our firefighters, apparently seeking to also undermine his position and authority.

In our view, this has crossed a line from garden variety political scheming, for whatever agenda he may have in mind, to interfering with the operations of our district, which our residents depend upon for fire, medical and emergency services. We are confident many of you, as well as a lot of your constituents, will find this behavior beyond the pale, even for the Hercules political “scene.”

In recent days, and in response to Councilmember Romero’s attack on him, Fire Chief Bryan Craig said by email, “Councilmember Romero, this is the second email you have sent that I can only translate as an attempt to discredit and defame me personally. I am formally requesting this unwarranted hostility toward me stop immediately. If necessary, I will have Mr. Pio Roda draft a formal request for the same... Moving forward, I would respectfully request we drop the hostility and stop treating each other as adversaries. Hopefully, you understand that we share a common goal in serving the residents.”

We agree and wholeheartedly support the Chief’s commonsense and responsible suggestion above. Mr. Romero’s conniving has served to create an unnecessarily toxic environment in our communities that has become an impediment to the provision of fire services to our residents and should be stopped.

We ask our fellow elected officials, on behalf of the safety of the residents we mutually represent, to intercede in this matter, to rein in Mr. Romero’s unwarranted and malicious attacks on our duly elected board, the special and autonomous fire district it oversees, and its uniformed leadership.

Thank you for your consideration of this important matter regarding the public safety of the communities we were all elected or appointed to serve. We’re hoping, with your help, an environment more conducive to collaboration and making progress against the real challenges our fire service faces, can be created.

Sincerely,

Steve Hill
Chair
Rodeo-Hercules Fire Protection District Board of Directors
Protection District Board of Directors

Damon Covington
Vice Chair
Rodeo-Hercules Fire

This is a complaint under 1.39.100 (a) of the RHFD Board's Internal Discipline policy adopted in November 2024. Pursuant to the policy, a signed copy is being submitted by mail, return receipt, addressed to the RHFD Board of Directors, 1680 Refugio Valley Road, Hercules, CA 94547.

Overview

The RHFD Board is subject to California's open meetings law, the Ralph M. Brown Act [California Government Code Section 54950 et seq.]. Outside narrowly tailored exceptions, the Brown Act requires that decisions of the RHFD Board be made in open meetings that are timely noticed to the public, and at which the public can participate. The Brown Act begins at Section 54950 with the following policy declaration:

“In enacting this chapter, the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly.”

Directors Steve Hill and Delano Doss, in violation of RHFD policy and the express intent of the Brown Act, took actions at meetings that were neither duly noticed nor open to public attendance and participation. The actions taken by Directors Hill and Doss caused their own preferences to be falsely presented as the board's preferences and robbed the public of its right to comment at a crucial juncture in the life of the District.

Importance of the Town Halls

In multiple RHFD board meetings it was remarked – including by Director Hill -- that the process leading to a decision on annexation was a matter of the highest importance to the District. With regard to the District's community engagement in this process, two town hall events scheduled in advance were the centerpiece: one held in Hercules on 6/18/24 and the other held in Rodeo on 6/29/24. Following the recommendation of RHFD Counsel Pio Roda, RHFD Directors could be present but not allowed to speak.

A Committee that Usurped Board Rights

Chair Doss named himself and Director Hill as the members of the Community Engagement Ad Hoc Committee, tasked with planning for the town hall events. As is standard practice for ad hoc committees, Doss and Hill were to work on relevant issues and bring recommendations to the full board for approval. This they failed to do. As Chair, Doss had the ability to call a special meeting of the board to approve the town hall outreach plan (e.g., mailing to district residents), narrative content (e.g., slides to be shown representing RHFD's position), and community feedback (e.g., survey questions). Instead, Doss let the clock run out so that the town halls happened without the board ever reviewing, discussing, or voting on these crucial aspects of the key events leading to the most important vote in the history of the District.

Director Hill was openly in favor of RHFD's annexation to Con Fire. As Con Fire's Public Information Officer until his retirement, Director Hill had a professional's knowledge of the value of controlling a narrative. He worked directly with consultant Mike Despain on what would be presented at the town halls, and never let moderating or opposing views enter in. The narrative presented at the town halls was so biased in favor of annexation that presenter Mike Despain declared he could think of only one downside to annexation: namely, that attending a Con Fire District meeting in person would require a longer drive for residents of Rodeo and Hercules, versus a board meeting of RHFD.

Zero Relevant Action Items at RHFD Board Open Meetings

- At the RHFD special meeting of **3/27/24**, Chair Doss expressed a desire to reach not 15 or 100 people, but "all 34,000 of everyone here," referring to the residents of the District [recording at 1:01:48]. Chair Doss further noted that "this discussion falls under the community engagement category."
- The Community Engagement Ad Hoc Committee was item 17.C.4 on the agenda of the Board meeting of **5/8/24**. Director Hill responded to Chair Doss' request for a report on this item as follows [recording at 2:03:54]: "Well, I think the only thing to report is that you and I have had some preliminary discussions about things we may be doing

consider the term as may be determined by next week's meeting by way of public outreach. That sort of thing. But I would say it's all been pretty preliminary waiting for the results of next week's meeting."

- According to the approved minutes of the special board meeting of **5/15/24** "The board agreed to move forward with a strategic plan, focusing on community outreach, transparency, and the democratic process in decision-making." The town hall format, where board members could attend but not participate, was discussed [recording at 2:43:00].
- At the RHFD board meeting of **6/12/24** – less than one week before the first town hall – the Community Engagement Ad Hoc Committee brought nothing whatsoever to the board for approval. Agenda Item 10 was shown as SPECIAL ORDER OF BUSINESS: DISTRICT STRATEGIC PLAN AND SUSTAINABILITY EFFORTS (INFORMATION) M. DESPAIN, CHIEF RAMIREZ, 10 MIN. In the recording beginning at 0:10:57, Chair Doss presented a flyer worked on by the committee and RHFD staff. Consultant Mike Despain presented no documents, and nothing but the flyer was attached. The board expressed interest in coming up with questions for a potential survey following the town hall, and avoiding potential pitfalls. Underscoring the fact that no vote was taken and no public comment was solicited, Chair Doss says at 0:26:10 "That was just informational. So let's go ahead and move on." Later in the meeting at agenda Item 17.B.4, the report of the Community Engagement Ad Hoc Committee was delivered by Chair Doss as follows: "Community engagement. We discussed that earlier. So I think we're there. We're gonna work with Chief Despain." [recording at 2:56:14]

Failures of the Community Engagement Ad Hoc Committee

Directors Doss and Hill failed to do the job of their committee because they brought no recommendations for the board to approve at any open meeting. They simply worked on town hall materials with consultant Mike Despain and RHFD staff, outside of publicly noticed meetings, until the town halls took place. This

failure by Directors Doss and Hill ensured that their own preferences, biases, actions, and decisions would take effect, giving attendees the false impression that the town hall events were the work product of the RHFD board. In reality they were the work product of Directors Doss and Hill in the absence of an open meeting as the Brown Act requires. The public never had the chance to comment on the biased presentation materials before they became a fait accompli.

In direct conflict with the approved minutes of 5/15/24 and Chair Doss' declared outreach objectives from the meeting of 3/27/24, Directors Doss and Hill knowingly minimized community outreach by deciding, without board approval, that there would be no mailing to residents of the District to notify them that annexation with Con Fire was under consideration. In addition Directors Doss and Hill abandoned both transparency and the democratic process by making their own preferences falsely appear to be the approved position of the board, putting out content at the town halls that had never been presented as an action item for the board in an open meeting.

Violations of RHFD Code of Ethics and Conduct

In light of the acts and omissions documented above, Directors Doss and Hill violated the RHFD Code of Ethics and Conduct as follows:

1. They did not comply with both the letter and the spirit of the laws and policies affecting the operation of government. In violation of the express intent of the Brown Act, they kept the public in the dark regarding their decision not to notify District residents by mail regarding a potential decision to annex RHFD into Con Fire. From the previous remarks of Chair Doss on 3/27/24, there was an expectation of outreach to tens of thousands.
2. They did not comply with the law respecting open processes of government. Working with consultant Mike Despain, they took actions to shape the narrative of the town halls and survey questionnaire according to their own biases, knowing that the other Board members were prohibited from speaking out during the town hall meetings when the biased information was presented. This gave the strong impression that the town hall presentation and survey questions had been approved by the board.

3. Their conduct was not above reproach, and they did not take steps to avoid even the appearance of impropriety. Even if they legitimately fell behind schedule in preparing recommended presentation slides and survey questions for the upcoming town halls, Chair Doss could have called a last-minute special meeting of the board, and/or rescheduled the town halls, to avoid the appearance of impropriety and meet the purposes of California's open meetings law.
4. They did not perform their duties in accordance with the processes and rules of order established by the District for commissions, boards, and committees governing the deliberation of public policy issues, in order to allow for meaningful involvement of the public, and implementation of policy decisions. As the Community Engagement Ad Hoc Committee, working on a topic of the highest importance to the District, they consistently failed to bring even one single recommendation to the board for action in an open meeting. They failed to broadly inform the public about an upcoming decision to terminate our nearly 100-year-old District.
5. They intentionally caused their own work product to be put forward to the public as the work of the RHFD board, in full knowledge that the RHFD board had not approved it. There was no disclaimer at the town halls along the lines of: "What is being presented are the opinions of Directors Doss and Hill, not those of the RHFD board."

Directors Doss and Hill knew about the open meetings law, they knew that it was improper for them as a committee to make decisions on behalf of the board, they knew that the town halls could be rescheduled and/or a special meeting could be called. They knowingly and intentionally did the wrong thing, bypassing ethical behavior for unethical behavior, to get their preferred result as quickly as possible.

Respectfully submitted,



Tara Shaia



RODEO-HERCULES FIRE PROTECTION DISTRICT

MEASURE O OVERSIGHT COMMITTEE MEMBERSHIP APPLICATION

COMMITTEE'S PURPOSE

The purpose of the Measure O Oversight Committee is to receive, review, and advise the Board upon the Annual Report.

APPLICATION INSTRUCTIONS

Please complete and submit this Membership Application with a current resume and a personal statement why you want to serve on the Oversight Committee and what special areas of expertise or experience you think would be helpful to the Committee. Please submit Membership Application and supporting documents to: Clerk of the Board, Kimberly Corcoran, Rodeo Hercules Fire Protection District, 1680 Refugio Valley Road, Hercules, CA 94547.

Name <i>Jeff Miller</i>	Home Address [REDACTED]
Home Phone [REDACTED]	Mobile Phone [REDACTED]
Email [REDACTED]	

GENERAL MEMBERSHIP REQUIREMENTS	YES	NO
Do you live within the boundaries of RHFPD?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you an elected official?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you an employee or official of RHFPD? (No employee or official shall be appointed to the Oversight Committee)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you a vendor, contractor or consultant of the RHFPD?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Can you serve a minimum of a two year term?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Can you attend meetings that occur within the District?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you know of any reason such a potential conflict of interest, which would adversely affect your ability to serve on the Oversight Committee?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SIGNATURE OF APPLICANT

By signature, the Membership Application answers, current resume, including experience, how you feel you would contribute to the Oversight Committee and personal statement are true and complete to the best of my knowledge.

NAME: *Jeff Miller*

SIGNATURE: *[Signature]*

DATE: *9-11-2024*

Measure O Application

AGENDA ITEM 14

I am a Retired Fire Captain from the RHFPD.

I am a Certified California Fire Officer

I paid for all classes and training myself for this certification.

I have been a resident of the RHFPD for more than 43 years.

I am a United States Air Force Veteran

While employed by the RHFPD I was the Training Officer for the Reserve Firefighter program and also the Paid firefighters.

I was an Oil Fire School Instructor for UNOCAL, now Phillips refinery. I instructed at the refinery, outside of Reno, Nevada, Southern California and at Texas A and M.

I computerized the forms for the forms that had to be filled out for each call thus making the District Secretary and all the Captains jobs much easier. Prior to doing this all reports were handwritten and turned into the Secretary to type.

I was in charge of all DMV records for all personnel.

I am a Program Manager and Instructor for CERT.

I am a proud retired Fire Captain from the District and would like to assist in any way I can on the Measure O Committee.



RODEO-HERCULES FIRE PROTECTION DISTRICT

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Name Manly M. Moulton Jr.	Home Address [REDACTED]
Home Phone [REDACTED]	Mobile Phone [REDACTED]
Email [REDACTED]	

GENERAL MEMBERSHIP REQUIREMENTS	YES	NO
Do you live within the boundaries of RHFPD?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you an elected official?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you an employee or official of RHFPD? (No employee or official shall be appointed to the Oversight Committee)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you a vendor, contractor or consultant of the RHFPD?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Can you serve a minimum of a two year term?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Can you attend meetings that occur within the District?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you know of any reason such a potential conflict of interest, which would adversely affect your ability to serve on the Oversight Committee?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SIGNATURE OF APPLICANT

By signature, the Membership Application answers, current resume, including experience, how you feel you would contribute to the Oversight Committee and personal statement are true and complete to the best of my knowledge.

NAME: Manly M. Moulton Jr.

SIGNATURE:

DATE: October 17, 2024

MEASURE O OVERSIGHT COMMITTEE OBJECTIVE

Seeking the opportunity to utilize my professional experience and ability to interact successfully as a Member of the Measure O Oversight Committee.

PROFESSIONAL QUALITIES AND SKILLS

COMMITMENT: *Using principles from the Mission and Core Values, I work collaboratively with City Officials and fellow colleagues to provide the highest level of professional emergency service as well as foster relationships with the community for whom I provide service.*

CORE VALUES: *Integrity, honesty, transparency, competence, accountability, reliability and service excellence.*

KNOWLEDGE: *I demonstrate competency in real-time strategic change, team development, utilization of information technology, and quality improvement.*

EDUCATION

Executive Fire Officer Program (EFOP) - U.S. Fire Administration's National Fire Academy, Emmitsburg, Maryland, *June 18, 2012*

Master of Arts, Organizational Management - University of Phoenix, Walnut Creek Campus, *1999-2001*

Bachelor of Science, Economics and Business Administration - Saint Mary's College of California, *1987-1991*

Butte Firefighter I Academy - Butte Community College Training Center Fire Fighter-I Certification, *1993*

College Preparatory/General Education - Salesian High School, Richmond, California, *1983-1987*

RELEVANT FIRE EXPERIENCE

- **Acting Deputy Fire Chief** – *Richmond Fire Department, January 31, 2022 – Retired*
- **Battalion Chief** – *Richmond Fire Department, April 2012 – Retired*
- **Fire Captain & Hazardous Material Specialist** - *Richmond Fire Department, March 2007 – April 2012*
- **Fire Engineer & Hazardous Material Specialist** - *Richmond Fire Department, July 2000 – March 2007*
- **Fire Fighter I & II** - *Richmond Fire Department, October 1995 – July 2000*
- **Fire Fighter I** - *California Department of Forestry (CAL FIRE), 1993-1995*
- **Seasonal Fire Fighter** - *Marin County Fire Department, Summer 1992*
- **Reserve Fire Fighter** - *Rodeo-Hercules Fire Protection District, 1993-1995*

PROFESSIONAL ORGANIZATIONS and AFFILIATIONS

Fire Board Director - Rodeo Hercules Fire Protection District, *Elected in 2010-2014*

Board Member - Rodeo Municipal Advisory Council (RMAC), *Appointed in 2010 by Contra Costa County 2nd District Supervisor, Gayle B. Uilkema, and Contra Costa County 2nd District Supervisor, Federal Glover*

CERTIFICATIONS and SPECIALIZED TRAINING

- Chief Officer Certification
- Fire Management Certification
- Fire Officer Certification - California State Fire Marshal
- Material Incident Commander – California State Fire Marshal
- Driver Operator 1A & 1B
- Fire Fighter Class B Commercial Driver’s License
- Fire Ground Hydraulics
- CDF Emergency Vehicle Operation
- Fire Fighter I & II, California State Fire Marshal
- Emergency Medical Technician-1, Certification
- Hazardous Material Technician / Specialist
- Hazardous Material Operational & Decontamination Certification
- Incident Command System
- Confined Space Rescue Awareness, California State Fire Marshal
- US Navy, Basic and Advanced Firefighting
- Basic Fire Extinguisher and Hose Operations
- Swift Water First Responder, Rescue 3 International
- Over-The-Edge Rescue
- CDF Vehicle Extrication - Basic & Standard Method

SIGNIFICANT ACCOMPLISHMENTS, DUTIES and RESPONSIBILITIES:

- **Firefighter of the Year:** *Richmond Fire Department, 2006*
- **Academy Instructor:** *Richmond Fire Department, 2007, 2009 & 2011*
- **Safety Committee Member:** *Richmond Fire Department*
- **Telestaff Implementation group**
- **Grant Project Group Member:** Grant Submittals:
 - Fireman’s Fund: \$40,000 ~ Extrication Tools
 - Department of Homeland Security: Approx. \$300,000 ~ Generators and Exhaust Systems
 - Department of Homeland Security ~ Safer Grant
- **Hazmat Coordinator**
- **Class B Driver License Trainer**
- **Certification of New Acting Engineers**
- **Engine Pump Testing** – Type I Apparatus
- **Professional Affiliations:**
 - Local 188 - Executive Board Member ~ 4 years
 - Richmond Professional Black Firefighters ~ Present Member
 - Richmond Youth Academy Mentor
 - American Red Cross Leadership Council for Northern California

Personal Statement:**Personal Statement As Member of the Measure O Oversight Committee:**

As a resident of Rodeo, California since 1974, I am committed to assisting Rodeo-Hercules Fire Department Measure O Oversight Committee and Members of the Department in providing the best level of professional emergency service possible today and in the future of our Citizens.

Also, Develop and foster relationships with the Rodeo and Hercules community with programs that trains and educates people/business about disaster preparedness for hazards that may impact their lives and trains them in basic disaster response.

My Core value as a Member is to serve with Integrity, Competence, Excellence, Honesty, Predictability, and Accountability.



RODEO-HERCULES FIRE PROTECTION DISTRICT

**MEASURE O OVERSIGHT COMMITTEE
MEMBERSHIP APPLICATION**

COMMITTEE’S PURPOSE

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Name Robyn Mikel	Home Address [REDACTED]
Home Phone	Mobile Phone [REDACTED]
Email [REDACTED]	

GENERAL MEMBERSHIP REQUIREMENTS	YES	NO
Do you live within the boundaries of RHFPD?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you an elected official?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you an employee or official of RHFPD? (No employee or official shall be appointed to the Oversight Committee)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you a vendor, contractor or consultant of the RHFPD?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Can you serve a minimum of a two year term?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Can you attend meetings that occur within the District?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you know of any reason such a potential conflict of interest, which would adversely affect your ability to serve on the Oversight Committee?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SIGNATURE OF APPLICANT

By signature, the Membership Application answers, current resume, including experience, how you feel you would contribute to the Oversight Committee and personal statement are true and complete to the best of my knowledge.

NAME: Robyn Mikel

SIGNATURE: Robyn Mikel

DATE: 1/2/2025

RHFD Board Directors,

Thank you for considering my application as a member of the Measure O Oversight Committee. With my term as a Director having ended in December, I am excited to potentially be given another opportunity to continue serving my community in a capacity with which I am very familiar. I believe my experience as a Board Member of RHFD for 2 years and high-level understanding of fire department operations would make me an asset to this committee. As a Board Director, I have proven myself as an effective advocate for our community and our firefighters. As a member of the Measure O Oversight Committee I will take my knowledge of our current budget and annexation process and ensure that our community's funds continue to be directed as defined by the Measure, whether we are RHFD or CCCFPD.

Again, thank you for your consideration. It would be an honor to continue to serve.

Sincerely,
Robyn Mikel

Board Experience

January 2022 – Present
1st H.E.L.P. Board Member

April 2023 – December 2024
RHFD Board Director

Work Experience

2023 - Present

Richmond Yacht Club

Administrative Assistant

- Manage all aspects of 700+ membership accounts from application process to information updates
- Website Management including calendar maintenance, regatta information, weekly menus and marketing updates
- Through partnership with Sailing Director, manage Junior Program
- Manage weekly communications process
- Greet members/public and answer questions as they arise

2022 - 2023

1st H.E.L.P. - Remote

Program Assistant/Volunteer

- Advocate for first responder mental health
- Responsible for initial contact for new families touched by 1st responder suicide
- Provide interviews for media including; tv, radio, print, podcasting
- Manage local fundraising efforts
- Manage social media presence

Macys.com – San Francisco, CA

2018 – 2020

Associate Project Manager

- Defined scope and goals of new projects while staying within the boundaries of budget
- Lead kickoff meetings and brainstorming sessions
- Scheduled deadlines for overall project and its individual tasks
- Drafted the team charter to state team goals and responsibilities
- Kept employees on track with assigned responsibilities
- Managed all re-curing meetings
- Organized documentation

2012 – 2018

Senior Business Analyst

- Marketing system Product Owner
- Collaborate with business teams (Merchandising, Marketing, Creative, Engineering)
- Lead requirements gathering and definition sessions
- Write user stories and acceptance criteria
- Lead business stakeholders and technical teams in feature prioritization
- Triage defects
- Train users and support teams
- Provide customer support for teams utilizing in-house marketing system

2010 – 2012

Senior Divisional Security Analyst

- Manage systems access including LAN, Unix, Lotus Notes, Mainframe and internal Macy's.com applications for all employees
- Provide systems access support for systems access for off-shore and bi-coastal employees customer
- Collaborate with technology support teams, business partners and system owners as needed to expedite issue resolution
- Support change management for system upgrades

Macys West – San Francisco, CA

2003 – 2009

Merchandise Systems Product Owner

- Product Owner for order management system and mainframe based UPC catalog
- Identify areas of opportunity within system UI and business workflow and lead effort with technical teams to develop and implement solutions
- Collaborate with project managers, technical teams, merchants and other business partners in the creation, review and validation of functional and non-functional requirements and user acceptance test plans
- Manage data integrity of mainframe-based SKU database consisting of more than 4 million records
- Provide internal customer support relating to system access and usage, data management and reporting
- Provide system training for users and other support teams

2001 – 2003

Buying Office Assistant / Merchant Operations and Support Manager

- Maintain divisional SKU database
- Provide general administrative support to Buying Office
- Create/maintain purchase orders, pricing requests and signage requests
- Maintain vendor/merchant marketing library
- Build/run sales and stock reports
- Collaborate on a cross-functional level to define, streamline and implement operational processes for buying division, dramatically increasing efficiency of workflow
- Provide training coordination and systems knowledge to team and division
- Manage small projects, assign responsibilities and monitor workflow of assistants

Previous/Relevant Experience:

- Media Buying; J Walter Thompson

Education: California State University, Hayward BA- Mass Communications AGENDA ITEM 14

Certifications/Licenses: Certified Scrum Product Owner (CSPO)

Skills Summary:

Retail, Customer Service, Administrative Support, Budgets, Marketing, Social Media Marketing, Canva, Visio, Word, Excel, Powerpoint, JIRA, CMS, Agile, Mainframe, Documentation, Kanban, Training, Usability Testing, Scrum, Fundraising, Public Speaking, Podcasting, Peer Support, Mental Health Advocate

Rodeo-Hercules Fire Protection District

MEMORANDUM

To: Board of Directors, Rodeo-Hercules Fire District
From: Rebecca Ramirez, Fire Chief
Subject: Fire Chief's Report
Date: January 8, 2025

Labor Relations / Personnel

- Congratulations to Captain Jesus Garcia on being selected for Firefighter of the Year 2024.
 - Recruit Caden Jones began training at the Fire Academy on December 30, 2024.
 - One firefighter is currently on leave due to an ankle fracture sustained during an emergency response. We extend our best wishes for a full and swift recovery.
-

Operations

November 2024:

- November 1: Q-76 and E-75 responded to a first-alarm structure fire in Pinole, providing ventilation and assisting Battalion Chief 7 (B/C-7) with isolating the fire's area of origin.
- November 1: Q-76, E-75, and E-78 responded to a solo vehicle accident and fire on I-80 West near Willow. The fire spread to nearby vegetation but was extinguished. One patient self-extricated and was transported to the hospital. Tragically, the second occupant was pronounced deceased.
- November 6: E-75 responded to downed powerlines on 4th Street between Garretson Avenue and Lake Avenue. Crews secured the area until PG&E arrived.

December 2024:

- December 6: E-75 responded to a gas leak in Rodeo. Crews discovered carbon monoxide (CO) in a residence caused by an oven. The gas supply was shut off, and ventilation was performed to remove the CO.
- December 14: Multiple false alarms occurred at Ohlone Elementary due to a faulty alarm system. The Prevention Bureau is addressing the issue.
- December 19: Q-76 provided mutual aid for a commercial structure fire in Pinole involving a garage beneath an apartment. Crews assisted with shutting off the sprinkler system and conducting overhaul operations.
- December 31: E-376, E-75, Medic 62, B/C-7, and Air1 responded to a horse rider with traumatic injuries on Christie Road. The patient was treated on scene and transported by air ambulance to a trauma facility.

January 2025:

- January 2: E-75 responded to a stabbing near Parker Avenue. Crews found one patient who was transported to a trauma center.
-

Training

- Seven personnel attended refinery fire school in Texas, sponsored by Phillips 66. Three additional personnel are scheduled to attend later this month.
 - Crews participated in:
 - Shore-based water rescue operations
 - Earthquake and disaster assessment training at ConFire Station 20
 - BART training with ConFire and Richmond Fire
 - An after-action review for a structure fire with the rescue of two occupants in Martinez.
-

Facilities / Equipment

Renovations of Station 75's kitchen are complete. Work on Station 76's kitchen is scheduled to begin later this month. Bids for EOC/Training room improvements in progress.

Fleet Management

- Q-76A returned from the shop following repairs for fuel system issues. Decommissioning of this unit is recommended.
- Repairs for Q-76's foam system are pending as no local shops have expertise with this unique system. Coordination is ongoing to find a repair facility.
- E-75A is scheduled for annual service in early 2025, with Type 3 engines to follow.
- A new B/C Chevy Tahoe is now in service. The previous Tahoe is undergoing minor repairs before being placed into reserve status.

Prevention and Community Risk Reduction

- St. Patrick's School Auditorium – underground fire protection hydrostatically tested; identified equipment onsite previously not being maintained. The contractor is moving to have system removed as it is not effective or functional.
- West Contra Costa School District – Continue to work with the school district regarding unwarranted fire alarms at Ohlone. School staff has identified that smoke alarms are failing that were installed in the skylight areas (27 locations). This has resulted in an unreasonable number of alarm responses, and the school is being billed accordingly. School may be required to go on fire watch until this matter can be resolved.
- Owl Ranch Residential project has begun construction, and the models are well underway and the first (3) units on Skelly.
- America's Tire – underground fire protection installed
- Big Lot – fire alarm panel replaced by landlord, system fully monitored and fire sprinkler system functional.
- 1619 Patridge – provided Code Enforcement Officer for the City support for a hoarder type condition. No major fire code issues.
- (3) new residential care facility – pre-licensing inspections

Grants / Reimbursements

- An award for Thermal Imaging Cameras (TICs), submitted under the Homeland Security Grant Program, is expected in February.
- Grant applications have been submitted for:
 - Personal protective equipment (PPE) through the Firehouse Subs grant program.
 - Training room and Emergency Operations Center (EOC) renovations through the Gary Sinise Foundation.

Fiscal Stabilization / Budget

- Fiscal updates will be provided during the first-quarter budget presentation.

Community Activities / Meetings

- In collaboration with the City of Hercules, crews from E-75 and Q-76 installed Christmas tree lights at the swim center and participated in the tree lighting event.
- Crews delivered Santa to the REMAX "Pictures with Santa" event on Sycamore Avenue.
- Personnel attended the "Breakfast with Santa" event hosted by the Friends of Hercules Senior Center and the annual Rodeo-Hercules Kids Christmas Party.
- Chief Ramirez attended the annual Phillips 66 Community Advisory Panel (CAP) dinner and regular monthly meetings of the CAP and RMAC.



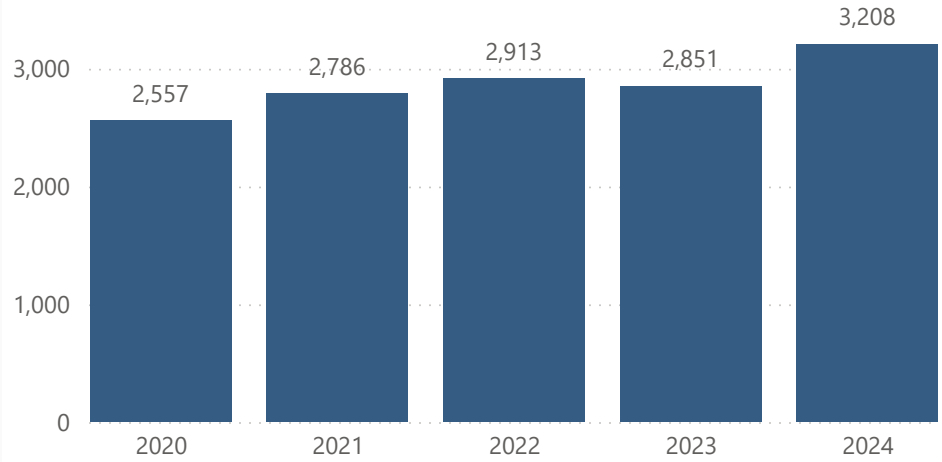
INCIDENT REPORT

NOVEMBER 2024

Rodeo Hercules Fire Department Incident Snapshot November 2024

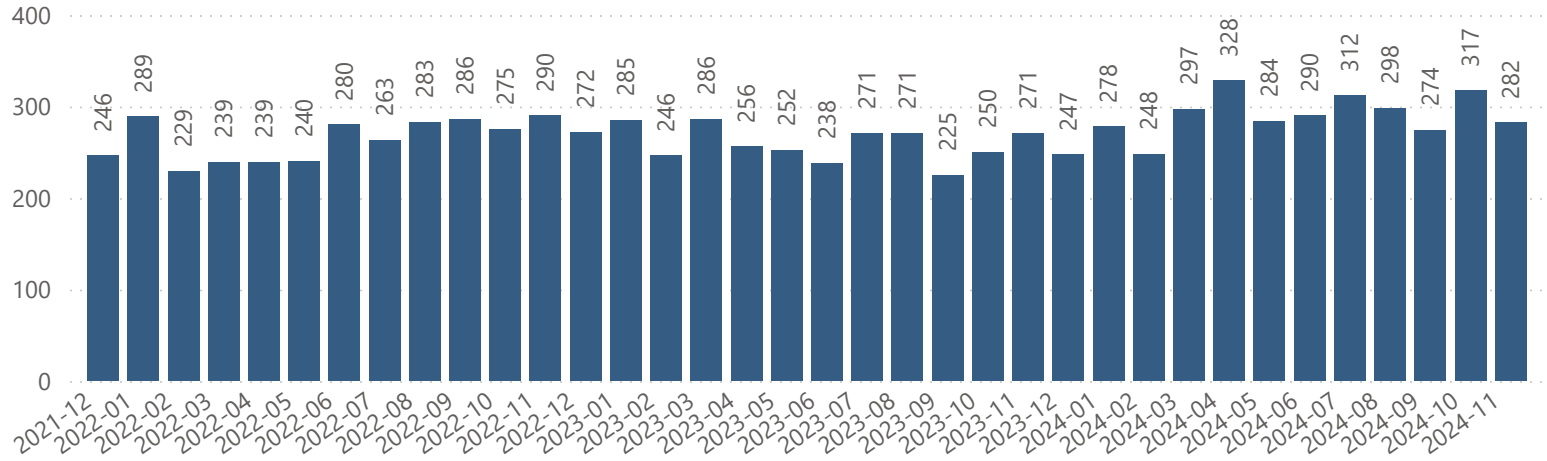
Number of Incidents Year to Date

Year Over Year - January to November



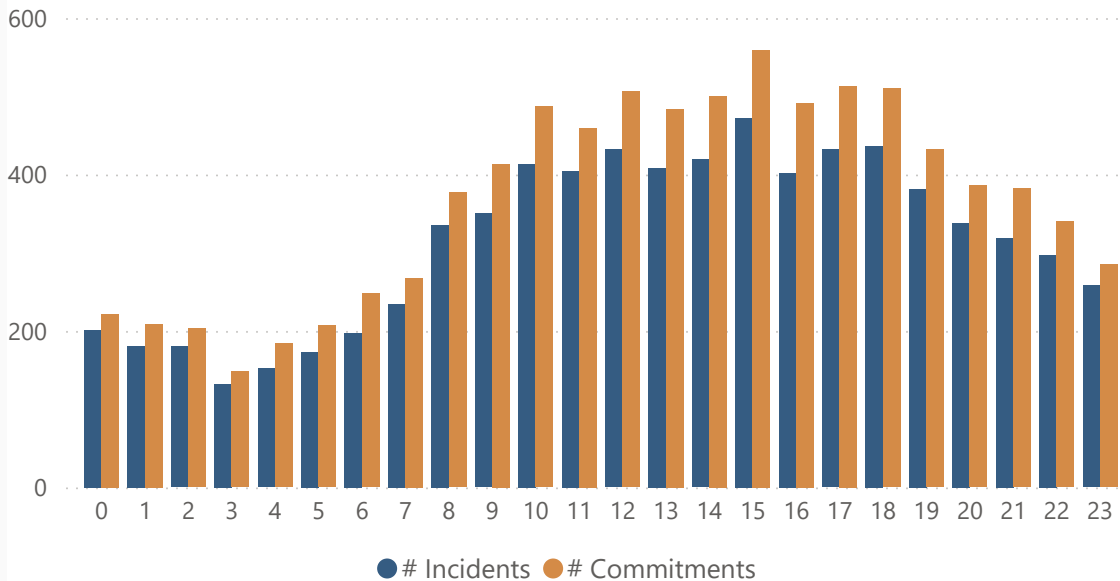
Number of Incidents by Month

Last 36 Months



Number of Incidents and Number of Engine and Truck Commitments

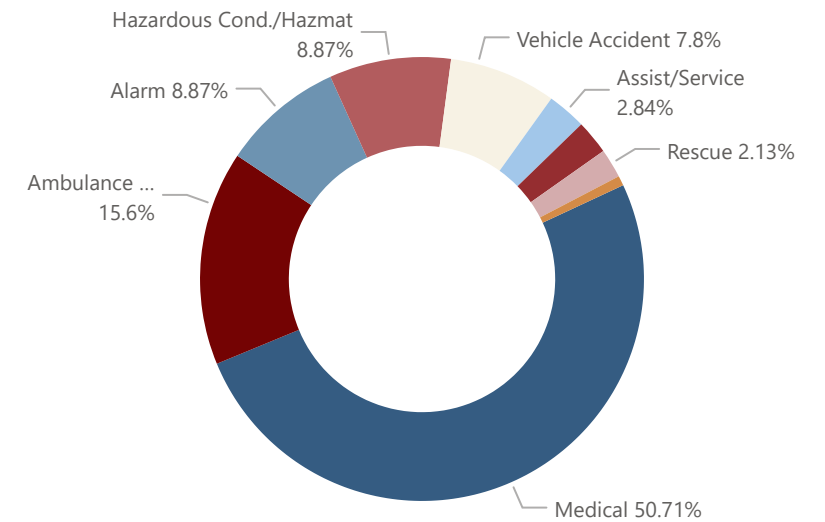
by Hour of Day Over 36 Months



Number of Incidents by Type

November 2024

Type	Incidents	Percentage (%)
Medical	143	50.71%
Ambulance Only	44	15.60%
Alarm	25	8.87%
Hazardous Cond./Hazmat	25	8.87%
Vehicle Accident	22	7.80%
Assist/Service	8	2.84%
Fire - Other	7	2.48%
Rescue	6	2.13%
Fire - Structure	2	0.71%
Total	282	100.00%

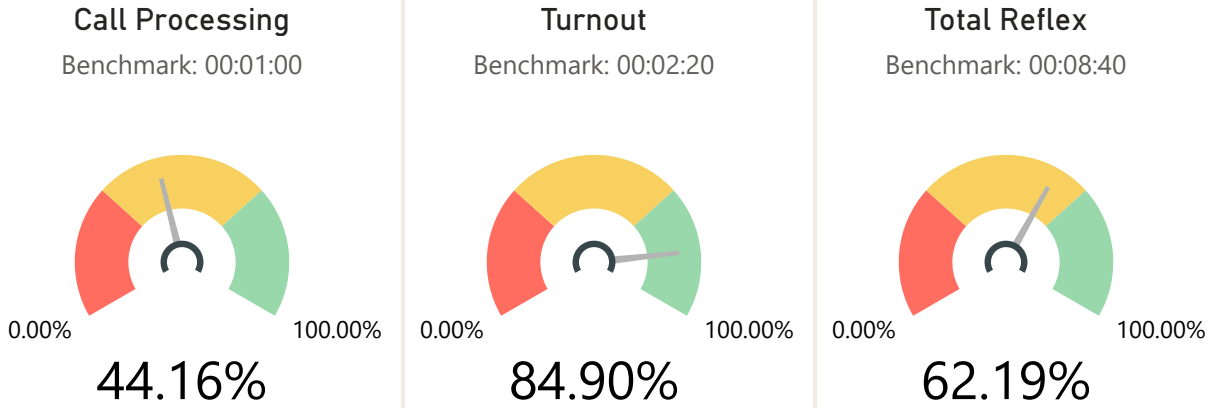


Rodeo Hercules Fire Department
Incident Snapshot November 2024

AGENDA ITEM 15

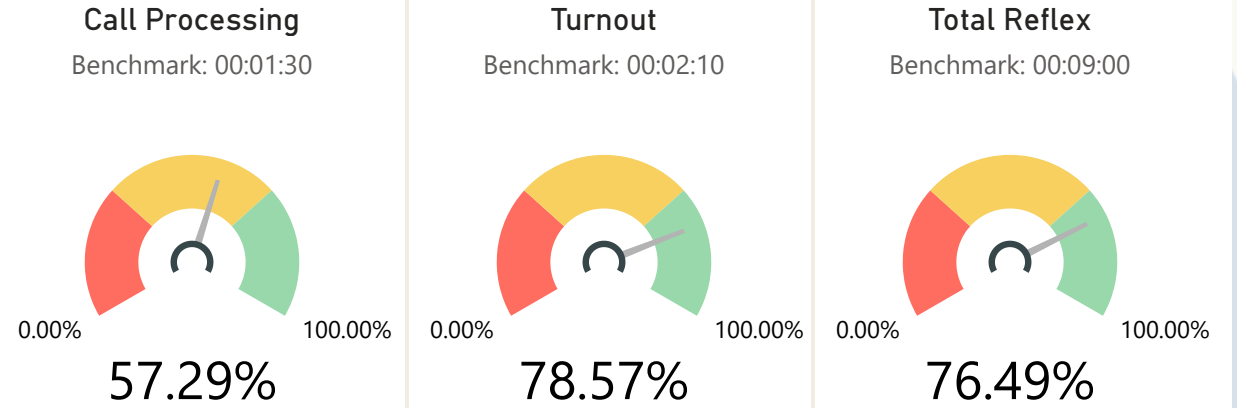
Compliance for Engines and Trucks Responding to Fire Emergencies in Rodeo Hercules When First On Scene

Last 12 Months



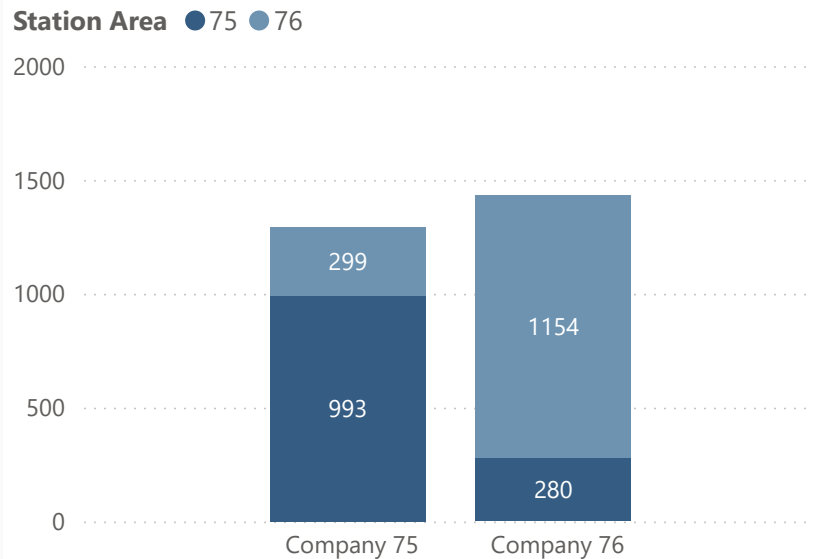
Compliance for Engines and Trucks Responding to EMS Emergencies in Rodeo Hercules When First On Scene

Last 12 Months



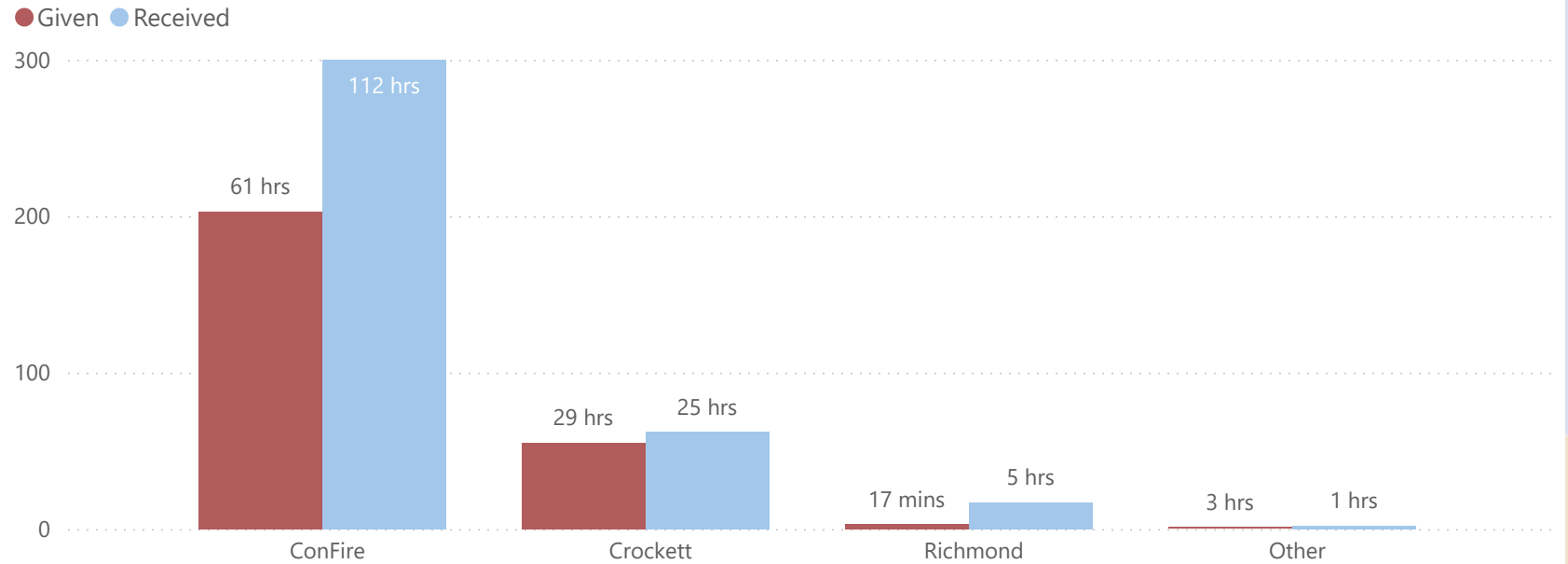
Count of Runs by Rodeo-Hercules Units to Each Rodeo-Hercules Station Area

Last 12 Months



Auto aid Given and Received

Number of Unit Runs - Last 12 Months



RODEO-HERCULES FIRE PROTECTION DISTRICT**MEMORANDUM****Date: January 8, 2025****To: Board of Directors, Rodeo-Hercules Fire Protection District****From: Vice-Chair Marie Bowman****Subject: Request for Confirmation of Phillips 66 Ad Valorem Property Taxes Provided to the RHFD**

The Phillips 66 refinery in Rodeo is a major factor in the landscape of risks within RHFD's sphere of influence. Rodeo Renewed will transform the P-66 site into one of the world's largest renewable fuel refineries, adding to RHFD's responsibilities.

The Board continues its discussions regarding the Phillips 66 ad valorem property taxes so as to understand the Board of Supervisors' Resolution 96/486, RHFD Response to County regarding Cost of Services to Unocal memo of October, 1, 1996 and LAFC 96-23, with the goal of ensuring that RHFD receives its approved share of revenue from the ad valorem property taxes paid by P-66.

On October 23, 2024, the Board sent a letter to the County's Controller's Office requesting the past 5 years of data regarding:

1. Ad valorem property tax amount paid by Phillips 66 in Rodeo.
2. A breakdown of total secured property tax revenues sent from Contra Costa County to RHFD showing the amount coming from: (1) Tax Rate Areas representing the City of Hercules; (2) Tax Rate Areas representing the Town of Rodeo; and (3) Tax Rate Areas representing Phillips 66.

The Controller's letter of October 25, 2024, stated that they did not have records responsive to the request but suggested that the Board obtain allocation information per SB 8, Tax Area Rates (TRA) and review cctax.us.

The Ad Hoc pursued the recommendations and determined the following:

- In accordance with SB 8, an allocation rate had been determined.
- Relevant TRAs have been obtained.
- The review of cctax.us did not disclose any relationship between the amounts P-66 paid in ad valorem property taxes to the County, vs. the amounts received by the RHFD as a portion of the ad valorem paid by P-66.
- Additional information obtained includes P-66's main parcel number, 357-300-005-0, which is in TRA 62045.

Recommendation

It is recommended that the Board ensure that RHFD receives no less than 10% from the ad valorem property taxes paid by P-66.

- In accordance with California Revenue Code Section 99.01, RHFD should receive revenue for protecting public health and safety with regard to P-66.
- The Board should send a letter to the County Board of Supervisors requesting verification of revenue to RHFD from Rodeo TRAs, and specifically from the ad valorem property taxes paid by P-66.

Attachments:

Draft Letter to County Board of Supervisors

Board of Supervisors Resolution 96/486

RHFD Response to County regarding Cost of Services to Unocal memo of October, 1, 1996

California Revenue and Tax Code Section 99.01

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

PASSED by the following vote of the Board of Supervisors on October 1, 1996.

AYES: Supervisors Rogers, Bishop, DeSaulnier, Torlakson and Smith

NOES: None

ABSENT: None

ABSTAIN: None

RESOLUTION NO. 96/ 486

**Subject: Determination of Property Tax Transfer)
for the Unocal Annexation to the Rodeo-)
Hercules Fire Protection District)
(LAFC 96-23))**

WHEREAS, Section 99.01 of the Revenue and Taxation Code provides that a jurisdictional change resulting from a special district providing one or more services to an area where such services have not been previously provided shall not become effective if one or more affected special districts involved in the property tax exchange negotiation fails to adopt a resolution agreeing to a transfer of incremental property tax; and

WHEREAS, with the exception of the annexing district, the Board of Supervisors shall determine the property tax exchange for each affected district that fails to adopt a resolution agreeing to a property tax transfer; and

WHEREAS, the subject annexation to Rodeo-Hercules Fire Protection District (R-HFPD) proposes annexation of territory which results in the provision of services not previously provided and no resolution has been adopted by the Board of Supervisors and R-HFPD agreeing to property tax exchange; and

WHEREAS, in the absence of a master agreement for property tax exchange between the County and R-HFPD, the County and R-HFPD have agreed that the property tax exchange agreement for this annexation will be in accordance with the terms of an existing master agreement between the County and the Central Contra Costa Sanitary District and the East Bay Municipal Utility District; and

WHEREAS, the formula in the agreement between the County and the Central Contra Costa Sanitary District and the East Bay Municipal Utility District has been used as a model in innumerable similar annexations which results in the annexing district receiving its proportionate share of the incremental property tax, equivalent to that district's share in surrounding tax rate areas, but reduced because school districts are exempt by law from the tax transfer process.

THEREFORE, IT IS BY THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY RESOLVED that the property tax increment allocation factors for the affected agencies in the area of the Unocal Annexation to the Rodeo-Hercules Fire Protection District (LAFC 96-23) for the fiscal year for which the State Board of Equalization makes the tax rate area changes for this jurisdictional change shall be in accordance with the above master agreement. Said factors shall apply in subsequent years unless changed by the mutual agreement of affected agencies and subsequent jurisdictional changes. Such increment tax allocation factors apply to affected territory as submitted or revised by the Local Agency Formation Commission. This resolution does not change in the affected district's right to collect taxes for existing bonded indebtedness.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 1, 1996
PHIL BATCHELOR, Clerk of the Board
of Supervisors and County Administrator

BY Jim Curreli, Deputy

- cc: County Administrator
- Auditor-Controller
- LAFCO
- Rodeo-Hercules Fire Prevention District

Date: January 8, 2025

To: Board of Supervisors, Contra Costa County

Subject: Verification of Phillips 66 Ad Valorem Property Taxes Distributed to the RHFD

On behalf of the Board of Directors of the Rodeo-Hercules Fire Protection District (RHFD) we thank Contra Costa County for its 1996 decision to amend the RHFD Sphere of Influence (SOI) to include the Unocal Refinery (now Phillips 66) in Rodeo, CA per LAFC 96-23 and Resolution No. 96/486. The relationship between the refinery and RHFD is a strong and mutually beneficial one; over time the needs of both entities have brought about adaptations and changes to the services provided by RHFD.

The Board of Supervisors considered a property tax transfer agreement between the County and RHFD for the annexation of the refinery (LAFC 96-23). During its consideration and deliberations, it appears that the Board of Supervisors agreed unanimously to accept the report from the County Administrator and County Counsel dated October 1, 1996, and in reliance upon that report, adopted Resolution No. 96/486 that approved the property tax transfer agreement for the Unocal Annexation to the Rodeo-Hercules Fire Protection District. Page 3 of the report identified the District's percentage allocation of the tax rate at 10% of the 1% ad valorem property tax vs. the 14.57% of the Rodeo tax rate pursuant to Revenue and Taxation Code Section 99.01.

The main parcel number for P-66 is 357-300-005-0, which is in Tax Rate Area 62045. Per a 2016 report (MRG.MSR-SOI.Updates.-8nd.Round.EMS-Fire.Services.Final.Draft.Report.4-9-72Chapter.3-.Rodeo_Hercules.Fire.Protection.District.40.Table.74Summary.of.RHFDPD) the 1% ad valorem tax for this parcel was calculated at over \$16 million as follows:

PHILIPPS 66 AD VALOREM PROPERTY TAXES

62045	100300	COUNTY GENERAL	18.50149
62045	120600	COUNTY LIBRARY	1.89874
62045	213500	WCC HLTHCARE DIST	1.94527

62045	250500	C C FLOOD CONTROL	0.22280
62045	265600	SERV AREA P-6	1.20573
62045	282500	CO WATER AGENCY	0.04539
62045	301100	RODEO HERCULES FIR	9.95135
62045	330100	CO CO MOSQUITO ABA	0.19839
62045	400100	EAST BAY MUD	1.90764
62045	400900	BART	0.80345
62045	401000	BAY AREA AIR MGMNT	0.23421
62045	402600	EAST BAY REGNL PK	3.81634
62045	690100	CO SUPT SCHOOLS	3.07584
62045	699900	K-12 SCHOOLS ERAF	17.08004
62045	720100	JOHN SWETT UNIFIED	28.75109
62045	790100	CO CO COMM COLLEGE	7.81908
62045	799900	COMM COLLEGE ERAF	2.54315
62045		TOTAL	100.00000

Per the same source, Rodeo's Tax Rate Areas are as follows:

62002	301100	RODEO HERCULES FIR	10.34405	26,553.19
62007	301100	RODEO HERCULES FIR	14.49128	28,840.91
*62023	301100	RODEO HERCULES FIR		
62032	301100	RODEO HERCULES FIR	14.49128	60,678.04
62033	301100	RODEO HERCULES FIR	14.79714	45,237.99

62039	301100	RODEO HERCULES FIR	13.70672	1,267.26
62040	301100	RODEO HERCULES FIR	2.59929	0.02
62042	301100	RODEO HERCULES FIR	12.86218	491,163.58
62045	301100	RODEO HERCULES FIR	9.95135	1,162,707.92
62046	301100	RODEO HERCULES FIR	12.57242	7,684.31
62055	301100	RODEO HERCULES FIR	12.61787	123,078.94
62056	301100	RODEO HERCULES FIR	13.83999	29,141.46
62058	301100	RODEO HERCULES FIR	12.46206	473,363.55
62059	301100	RODEO HERCULES FIR	14.54756	1,051.61
62062	478500	RODEO RDA PROJECT	0.00000	0.00
85014	301100	RODEO HERCULES FIR	24.74514	0.01
85025	301100	RODEO HERCULES FIR	40.40923	0.01
				6,012,001.93

Reference: MRG MSR/SOI Updates –2nd Round EMS/Fire Services Final Draft Report 8/3/16
Chapter 7 – Rodeo-Hercules Fire Protection District 84 Table 18 Summary of RHFPD. Tax
Rate Area 62023 has been added as it appears to have been omitted from the table in error.

The District requests documentary verification that tax distributions to the District were implemented in accordance with the tax sharing agreement that was adopted in Board of Supervisors Resolution 96/486. Specifically, the RHFD Board requests for each of the past 3-5 fiscal years:

1. Ad valorem property tax amounts paid by Phillips 66.
2. Of the ad valorem property tax amounts paid by Phillips 66, the amounts delivered by the County to RHFD as revenue.

We respectfully request this data by February 7, 2025. Please advise if this timeframe cannot be met.

Sincerely,

Board Chair

Attachments: Resolution No 96/486 and Staff Report from the County Administrator and County Counsel dated October 1, 1996

Cc: RHFD Directors

Counsel Pio Roda

Chief Ramirez

Draft



Contra
Costa
County

TO: BOARD OF SUPERVISORS
FROM: Phil Batchelor, County Administrator
DATE: October 1, 1996

SUBJECT: Report on Issues Related to the Unocal Annexation to Rodeo-Hercules Fire Protection District

SPECIFIC REQUEST(S) OR RECOMMENDATION(S) & BACKGROUND AND JUSTIFICATION

RECOMMENDATION(S):

CONSIDER reports from the County Administrator and County Counsel on various issues related to the Unocal Annexation to Rodeo-Hercules Fire Protection District.

BACKGROUND/REASON(S) FOR RECOMMENDATION(S):

On September 24, 1996, the Board of Supervisors considered a proposed property tax transfer agreement related to the subject Unocal annexation. The discussion about the tax transfer agreement and the annexation resulted in the Board requesting staff to provide further information on several issues discussed below.

CONTINUED ON ATTACHMENT: YES

SIGNATURE: *Terrence J. McLean*

RECOMMENDATION OF COUNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
 APPROVE OTHER

SIGNATURE(S):

ACTION OF BOARD ON October 1, 1996 APPROVED AS RECOMMENDED OTHER

Following Board discussion of the above matter, IT IS BY THE BOARD ORDERED that the report from the County Administrator, County Counsel, is ACCEPTED and Resolution No. 96/486, determining the property tax transfer for the Unocal Annexation to the Rodeo-Hercules Fire Protection District is ADOPTED.

VOTE OF SUPERVISORS

UNANIMOUS (ABSENT _____)
AYES: _____ NOES: _____
ABSENT: _____ ABSTAIN: _____

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF AN ACTION TAKEN AND ENTERED ON MINUTES OF THE BOARD OF SUPERVISORS ON THE DATE SHOWN.

Contact: Terry McGraw, 336-1065

ATTESTED October 1, 1996
PHIL BATCHELOR, CLERK OF
THE BOARD OF SUPERVISORS
AND COUNTY ADMINISTRATOR

cc: County Administrator
Auditor-Controller
LAFCO
Rodeo-Hercules Fire Protection District

BY *Jim C...* DEPUTY

ATTACHMENT A
AGENDA ITEM 17
TO D-4

#15

MEMORANDUM

TO: Terrence McGraw, Deputy County Administrator

CC: Victor J. Westman, County Counsel; Silvano Marchesi, Asst. County Counsel

FROM: Pedro Jimenez, Chief, Rodeo-Hercules Fire Protection District
Scott W. Gordon, Esq., Counsel to the District

DATE: September 26, 1996

RE: Response to your request for information concerning cost of providing services to Unocal Refinery

Terry:

This memorandum is in response to your request for information concerning the District's anticipated costs for providing services to the Unocal Refinery process areas as a result of the pending annexation request currently before LAFCO. As a result of the Board of Supervisors' discussion on September 24th concerning this matter, we feel it important that we provide you with information concerning the District's cost of providing services to Unocal, since we will most definitely incur costs and we are therefore desirous of achieving a fair and equitable tax increment transfer pursuant to Revenue & Taxation Code § 99.01.

Anticipated Service Costs

In addition to providing emergency response services to Unocal on an as-needed basis, the annexation of the Unocal Refinery process unit areas will involve the District providing new and expanded services for the refinery areas. For instance, we will be undertaking District training for Unocal personnel periodically on implementation of joint command; for plan check and permit review services with respect to Refinery operations and equipment, compliance and safety investigations; low and high angle rescue; and fire/incident investigations.

We have undertaken a very conservative estimate of the anticipated cost to provide additional services, based upon the increased administrative and staff time involved in establishing programs, conducting necessary training sessions, meeting requirements, and man hours involved in ongoing inspection and compliance work for the Refinery. At a minimum, the District initially anticipates incurring increased costs of approximately \$16,000 per year based on man hours needed to provide additional services to Unocal. The District ultimately will need the addition of at least one additional District fire service professional when and if available tax monies are sufficient to meet that obligation.

Initial Cost Estimates For District Services To Unocal.

Under the current practice, Unocal maintains an in-house health and safety department, which includes fire service delivery. Upon annexation, Unocal would retain the in-house health and safety function, but the District will provide direct oversight and independent safety compliance services in connection with the refinery operations. In addition, the District will provide plan check services for all permits, authorizations and approvals. The District's plan check ordinance authorizes the District to charge Unocal for its out of pocket expense in connection with the review process, including independent experts or consultants, but the District will incur administrative and staff expenses which will need to be provided for. The plan check function covers a wide range of activities involving building permit applications for tanks, structures and the like.

Based on current conditions, we anticipate the following recurring annual expenses for compliance inspection and permit review services to Unocal:

Verification inspections, program audits, plan checks/reviews:
\$13,520.00 per year initially commencing fiscal 1996-97

AB 2185 related inspection and compliance program costs:
\$2,600.00 per year, initially commencing fiscal 1996-97

Additionally, we expect to incur start-up expense with respect to initial verification and audit of existing refinery safety programs, inspection and monitoring regimens, training programs and command structures. The estimate of this cost is based on a three to four week effort with follow-up, conservatively estimated at 15 hours per week.

Estimated cost:\$4,000.

Administrative staff time is assessed at the rate of \$65.00 per hour.

An additional fire service professional is estimated to cost between \$75,000 and \$80,000 per year in fiscal 1996 dollars, including benefits. This figure would of course be subject to periodic adjustment based upon meet and confer processes.

The Tax Transfer Is Necessary and Appropriate in Order to Provide Fire Protection Services.

In providing services to Unocal, the District's cost of providing services are properly paid for in significant part by the levy of property taxes within the Unocal tax rate area. But for the unique fact that Unocal is outside of any fire service jurisdiction, Unocal would already be paying a fire service share of property tax revenues that is currently being spent on other programs and agencies unrelated to fire service. While we understand there has been some

concern expressed at the Board level about a "loss" of County General Fund revenues as a result of the tax transfer, the reality is that there is no "loss" because there should be a fire service component of Unocal's property tax revenues now as is the case in other tax rate areas.

As an example, in the neighboring Rodeo tax rate area, the District property tax levy is 14.57% of the 1% ad valorem property tax rate. In the new Unocal tax rate area, the District's percentage will be 10%, because it will be eased into the existing group of agencies levying taxes in the area. In order to accommodate the addition of the fire service taxing entity, each of the other involved agencies exclusive of school districts is required to give up a small percentage of their increment in order to provide for a fire service levy. This analysis would hold true regardless of whether we were discussing the Rodeo-Hercules Fire Protection District, the County Fire Protection District, or some other fire service district.

The Costs and Benefits of Providing Services to Unocal.

The District's Board of Directors, in reaching the decision to petition for annexation of Unocal, considered the matter for well over a year, and discussed it at regularly scheduled Board meetings in the past eight months on a successive meeting basis. The public and interested parties have been noticed of each of these meeting dates, and have been offered substantial information regarding the proposal to annex Unocal, and the purpose and benefits of such a proposal.

The citizens of Rodeo and Hercules are strongly in favor of annexing Unocal to the Rodeo-Hercules Fire Protection District, to ensure that there is more than adequate local participation in regulation of Unocal. The Rodeo-Hercules Fire Protection District enjoys a fine reputation in the Hercules/Rodeo community, because we provide expert and reliable services. In fact, our District firefighters and staff have been commended for our exemplary response to prior incidents at the Unocal Refinery in particular. As a result, there is overwhelming sentiment in the Rodeo-Hercules community for the refinery to be subject to the District's regulatory control, for purposes of compliance inspections, safety checks, permit reviews, and emergency response.

In reaching its policy decision to annex Unocal, the Board of Directors has also considered that in the near term after the annexation is completed, the anticipated property tax increment revenues will not entirely suffice to cover the District's increased administrative costs for providing these services. However, the District also knows that over time, this condition will be expected to balance out and that the District's cost of services can and will in fact be met, and more importantly that the periodic growth and assessed valuation will ultimately result in the ability to provide at least one additional fire service professional to provide more full time services to Unocal. As you and the Board undoubtedly are well aware, the Unocal Refinery, being juxtaposed in an area in close proximity to residences, schools and other uses presents a challenge to public officials charged with providing services to protect public health and safety. Our Board of Directors is committed to providing tough regulatory services to the Unocal

Refinery, in order to better assure the public that this large industrial facility is in fact being closely regulated, and that every health and safety precaution necessary is being implemented to protect public health and safety.

Given that reality and the importance of public assurance and awareness that health and safety services are being provided, we think it imperative that the Board recognize the cost of providing services to Unocal are reasonable and necessary, and that the minimal adjustment to the County's General Fund take in the Unocal tax rate area should be accommodated pursuant to Revenue and Taxation Code § 99.01 to provide the District with needed revenues.

Consistency with Other Special District Annexations.

Finally, in entering into the tax exchange understanding pursuant to Revenue and Taxation Code § 99.01, we followed the formula adopted by this very Board of Supervisors in some other annexations involving special districts providing services where they hadn't previously been provided. It would seem unfair and therefore not reasonable for the Board to take a different approach in this instance, when it has authorized the tax increment transfer and adjustment in the tax rate areas in prior annexations.

State of California

REVENUE AND TAXATION CODE

Section 99.01

99.01. (a) For the purposes of Section 99, in the case of a jurisdictional change that will result in a special district providing one or more services to an area where those services have not been previously provided by any local agency, the following shall apply:

(1) The special district referred to in this subdivision and each local agency that receives an apportionment of property tax revenue from the area shall be considered local agencies whose service area or service responsibility will be altered by the jurisdictional change.

(2) The exchange of property tax among those local agencies shall be limited to property tax revenue from the annual tax increment generated in the area subject to the jurisdictional change and attributable to those local agencies.

(3) Notwithstanding the provisions of paragraph (5) of subdivision (b) of Section 99, any special district affected by the jurisdictional change may negotiate on its own behalf, if it so chooses.

(4) If a special district involved in the negotiation (other than the district which will provide one or more services to the area where those services have not been previously provided) fails to adopt a resolution providing for the exchange of property tax revenue, the board of supervisors of the county in the area subject to the jurisdictional change is located shall determine the exchange of property tax revenue for that special district.

(b) The provisions of subdivisions (a), (b), (c), (d), and (j) of Section 99 not in conflict with this section shall apply. The jurisdictional changes described in subdivisions (e), (f), (g), (h), and (i) of Section 99 shall not be affected by the provisions of this section.

(Added by Stats. 1994, Ch. 1167, Sec. 3. Effective January 1, 1995.)

AGENDA ITEM 20

Meeting Date	Agenda Item Description	Priority (Legal or RHFD Required, Board Priority, Closed Session, Board Other, Staff Other)	Responsible Party (Board, Staff, Counsel, etc.)	Report (R), Presentation (P), Resolution (RES), Contract (C), RFP	Item Type (Action, Discussion, Receipt of Report, Information, Public Hearing, etc.)	Status (Completed, ongoing, etc.)	Comments (Requested by, Updates, etc.)
TBD	Management of f Board Meetings	Board other	VC Bowman	unk			
03/12/25	Cal Fire State Hazard Zone rating	Legal, Staff	Staff	res, hgearing	public hearing resolution		Resolution to adopt state required CalFire hazard severity zones.
03/12/25	Measure O Fire Chief's Report	Legal	Staff		Action		
03/12/25	Auditors Report	Board Priority Legal	Staff/Ad Hoc	R, P	Information, discussion, possible action		tentative, accept report and possible presentation
02/12/25	Agreement with Strategic Advisory Services	Board Priority	Staff	R, Res	Action		Board to consider Update and extend service agreement
02/12/25	Firefighter of the year proclomation	Board Priority	Staff	Proc	Proclomation		at Boards discretion
02/12/25	Mid Year Budget	Board Priority	Staff	Presentation, Res	Discussion, possible action		
02/12/25	Grant award acceptance	Board Priority, Staff	Staff	R,Res	Consent / Action		State Homeland Security award TIC's, possibe fire house subs or Gary Sinise
01/08/25	Robyn Mikel Proclomation	Board Priority	Staff	Proc			Proclomation for service
01/08/25	Consideration of Measure O Comm. applications	Board Priority	Board		Discussion, possible action	ongoing	
01/08/25	State Insurance Commissioner	Board Priority	Board, Staff, Counsel	Presentation	Information	Tentative	presentation on fire insurance in the State
01/08/25	Swear in new Board members and election of Chair and Vice Chair	Board Priority, legal	Board, Counsel		Action		Swear in any new Board members and Board elect Chair and Vice Chair for 2025
11/13/24	P66 Ad Hoc report	Board Priority	Directs Bowman and Dav	R	Information	received	P66 Adhhoc to provie information
11/13/24	MOU amendment leaves of absence	Board Priority	Staff	R, Res	Action	adopted	MOU for CFRA, FMLA, PDL compliance
11/13/24	Station 76 Kitchen Renovations	Board Priority & Legal	Staff, Counsel	R, RES, C	Action	approved	
11/13/24	Consideration of Measure O Comm. applications	Board Priority	Board		Discussion, possible action	moved to January	
11/13/24	Extension to Interim Fire Chiefs Agreement	Board Priority	Counsel	R,C	Action	approved comple	Exentsion of interim Fire Chiefs Contract
11/13/24	Board Policies and Procedures	Board Priority, Legal	Counsel, staff	R, R	Discussion possiboe action	approved	Board to deliberate and decide upon policies surrounding discipline, ad hoc committees , and correspondence to the Board
11/13/24	Letter from Director Hill	Other	Director Davidson		Information	moved to January	Directore Davidson requested letter sent by Director Steve Hill and then Chair Damon Covington be provided to the Board information only.
11/13/24	Reply form County re P66	Board Priority	Board, Staff, Counsel		Information	received	Awaiting reply from letter sent by board
11/13/24	First Quarter Budget review	Board Priority	Staff	R, P	Information	completed	
11/13/24	Job Descriptions		Staff		Information	Removed	Removed, information satisfied

AGENDA ITEM 20

							Follow-up from Aug. Board meeting. Moved from Oct. to Nov. because data needed from County. Resolution only if needed to support changes to Meas O. Completed-no changes. Staff to follow-up with County on waiver of late fees by county for the 178 parcels. Update TBD.
11/13/24	Possible Update on Waiver of Meas. O Parcel Late Fees	Legal	Staff, Counsel	R, P, RES	Discussion	unable to obtain	
11/13/24	Request to send firefighter to ConFire Academy	Staff	Staff		Information & Action	approved	
10/23/24	AFG Grant Submittal/Authorization to accept award	Board Priority, Staff	Staff	R, Res	Consent / Action	Removed	Application unsuccessful. Item removed
10/23/24	Benefit Assessment Protest	Legal	Staff	R	Public Hearing, Action	Complete	passed
10/23/24	Station 75 Kitchen Renovations	Board Priority & Legal	Staff, Counsel	R, RES, C	Action	complete	approved
10/23/24	Public hearing on ordinance for Procurement Policy	Legal	Legalq	R, Ord	Discussion & Action	complete	adopt ordinance on procurement
10/23/24	Update to District Process for Onboarding Directors & Meas. O Committee Members	Board Priority	Board Orientation/Onboarding ad hoc & Staff	R	Information	complete	Onboarding of Directors & Meas O to ensure legal requirements are met, individuals and Board are aware of when their term ends. Update moved to Feb per Chief's request.
09/11/24	Measure O Oversight roles & responsibility	Legal	Legal, Staff	R	Discussion & Possible Action	complete	committee members
09/11/24	Final Budget Adoption	Board Priority	Staff	R,P	Action	complete	approved Mike Oliver from SAS to assist.
09/11/24	Appropriations Limit	Board Priority	Staff		Action/consent	complete	
09/11/24	ROPS/P66 taxes-Bob Campbell presentation	Board	Staff		Discussion/Information	received	ROPS update and P66 taxes/ item may get split into two separate items
09/11/24	Proclamation FM Lellis					complete	
09/11/24	Public Hearing for Fire Prevention				Public Hearing, Action		
09/11/24	Special meeting budget workshop/presentation	Board	Staff	Workshop		complete	Mike Oliver SAS to assist .
08/14/24	Report back on P66 Revenues	Board	Bowman & Davison			ongoing	
08/14/24	Accept 2023 Annual Report	Staff	Staff	Report	Discussion/Information	complete	Provide annual report to the Board
08/14/24	Procurement Policy	Board	Staff	R	Discussion & Action	approved complete	
08/14/24	CSG contract and prevention update				Action	approved complete	
08/14/24	audit-contract for service or RFP				Discussion & Action	removed	Harshwal contract for one year. Could go to RFP if board chooses
08/14/24	BC MOU				Action	complete	
08/14/24	Staff salary adjustment Minute Order				Action	complete	
08/14/24	Support of Ballot Measure regarding Annexation				Discussion & Possible Action	did not pass	
07/31/24	Resolution to Annex (Special Meeting)	Board Priority	Staff	RES	Action	complete	Board direction to bring Resolution to Annex for consideration at a future date
07/10/24	Mayor Toms to Discuss Contract for Service with ConFire	Board	Bowman	P	Information/Discussion	complete	6:00
07/10/24	RHFD & City of Hercules participation in "Team up to clean up" project	Board	Bowman	N/A	Discussion		Discuss dates for RHFD sponsor day
07/10/24	MOU-Local 1230: Contract and Resolution	Staff	Staff	P, RES	Discussion & Action	complete	approved
07/10/24	Amendment to Consulting Services Agreement with MED Enterprises	Staff	Staff	RES & R	Discussion & Action	complete	approved
07/10/24	Phillips 66 Ad Valorem Property Taxes	Board	Bowman	R	Discussion & Action	ongoing	
07/10/24	Emergency Procurement for HVAC Unit @75	Staff	Staff	RES & R	Discussion & Action	complete	approved
07/10/24	Special Meeting re Annexation	Board	Staff	R	Discussion & Action	complete	
06/12/24	RFP or Contract for Auditors & Legal	Board Priority	Staff		Discussion/direction	removed	Harshwal Contract is complete. Need to renew or seek new auditor, discuss legal services
06/12/24	2024/25 FY Budget presentation and adoption	Board Priority	Staff, Financial consultant		Discussion and Possible Action	complete	Board receive and adopt 24-25 FY budget

AGENDA ITEM 20

06/12/24	Election Resolution	RHFD Required	Staff	R	Consent / Action	complete	
06/12/24	County Wildfire Mitigation Program Presentation	Board Priority, Staff	Michelle Rinehart	P	Information/Discussion	complete	Presentation given by CCCFPD re: wildfire mitigation services and accessibility
06/12/24	Special Meeting: Budget 101; Actuarial Basics & Pension Information		Staff	P	Information	complete	
05/15/24	Special Meeting-Con Fire	Board Priority	Staff, Despain, Broschard	presentation	Information/Possible Action	complete	Receive presentation from M. Despain and Chief Broschard.
05/08/24	Measure O Oversight Committee Report to Board		Measure O	R	Discussion and possible action		Measure O Oversight committee annual report
05/08/24	Fire Fuel Breaks Contract		Staff	Contract	Consent/Action	Removed	Removed in favor of ConFire assistnace and Measure X assistnace
05/08/24	Weed Abatement	Board Priority	Staff	R,P	Discussion/possible action	complete	Presentation of weed abatement program
05/08/24	Local Hazard Mitigation Program Final and Public Coment period	Board Priority, Staff, Legal	Staff	P	Presentation	approved to state	LHMP documents out on County website for public comment presentation only
05/08/24	Benefit Assessment Levy	RHFD Required	Staff	R	Consent / Action	approved	
05/08/24	3rd Quarter Budget Review	Board Priority, Staff	Staff	R, P	Information/Discussion	no action	3rd quarter review of the 2023/24 budget.
04/10/24	Report on state mandated fire prevention inspections	Board Priority	Staff, CSG Consultant	R,Res	Discussion and Possible Action	Completed	Board recieves 1205 copliant report and resolution on completion of annual state mandated fire prevention inspections.
04/10/24	Measure O CPI Increase Public Hearing	Board Priority, Legal	Legal	R, Res	Public Hearing, Discussion and Possible Action	Completed	approved
04/10/24	Cal Fire Area Operating Plan AOP	Staff	Staff	R, Res	Consent / Action	Completed/appro	Agreement with CalFire and local regional agencies on Area Operating Plan for wildfires and large incidents.
03/27/24	Special Meeting CSDA Key Learnings	Board Priority	Consultant and Ad Hoc	Workshop	Discussion & Possible Action	Completed	Workshop facilitated by moderator who will assist Board in prioritizing and implementing key learnings. Moved from Feb. 21.
03/13/24	Public Hearing Fire Prevention Fees	Board, Legal, RHFD, State	Staff	R, P, RES	Public Hearing, Discussion and Pos	Completed	Done Board to hold public hearing and ducuss and adport updated fire prevention fees and corresponding ordinance. Completed adopted.
03/13/24	Receive 2022-2023 Annual Audit Report	Board, Legal, RHFD, State	Consultant, Staff	R, P	Board Recieves Report	Completed	DONE received
03/13/24	Receive 2022-2023 Measo O Annual Audit Report from Chief	Board, Legal, RHFD, State	Staff	R, P	Board Recieves Report	Completed	DONE Board Received
03/13/24	Agreement for services M.E.D. Enterprises	Board Priority	Board	Res	Discussion & Possible Action	Completed	DONE Consider and approve agreement for services and contract extension for M.E. D Enterprises Michael Despain Completed approved
03/13/24	Agreement for services Stratagic Advisory Services	Staff	Staff	R, Res	Discussion & Possible Action	Completed	DONE Consider and approve agreement for financial services SAS Completed approved
03/13/24	Agreement for services Redwood Public Law	Board Priority	Board/Staff/Legal	R, Res	Discussion & Possible Action	Completed	DONE.Consider and approve agreement for legal services Redwood Public Law Completed Approved
02/21/24	Special Meeting Stratific Plan RFP	Board Priority	Consultant and Ad Hoc	R, P	Discussion & Possible Action	Completed	Done CSDA workshop moved to Mar. 27
02/14/24	Receive Mid-Year Budget Report	Board, Legal, RHFD, State	Staff	R, P, RES	Informational	Completed	DONE. Update from Chief.
02/14/24	Firefighter of the year proclomation	Board	Staff	P	Proclomation	Completed	DONE. Proclomation of FFOTY by Board Chair
02/14/24	Local Hazard Mitigation Program	Board Priority, Staff, Legal	Staff	R	Discussion and Action.	Completed	DONE. District coordinating with City of Hercules. MJLHMP presented in draft and comments received for submission to the County.

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02/14/24	Quarterly Report on Future Agenda Items	Board Priority, Staff	Staff and Chair	R	Info. & Discussion.	Completed	Quarterly report approved by Board. Chair to coordinate with Chief discuss moving it to monthly reporting.
02/14/24	Modification to agreement with M.E.D. Enterprises	Board,Staff, Legal	Board	N/A	Discussion poss act	no action	Discuss possible modifications to contract
02/14/24	Measure O Ordinance revisions	Board, Legal, RHFD, State	Board, AdHoc	N/A	Discussion poss act	no action	Discussion
02/14/24	CSDA Key Learning workshop	Board, AdHoc governance	Board, AdHoc	N/A	Discussion poss act	scheduled	Discussion
02/14/24	District EMS Responsibilities	Legal	Staff	P	Information	Completed	DONE. Board seeking clarification of District Responsibilities. Per Chief request move to Feb 2024.
02/14/24	Presentation of Fire Prevention fees	Board, Legal, RHFD, State	Staff	R, P, RES	Informational	Completed	DONE. Public Hearing in Feb. or Mar.
02/14/24	Auto Aid services agreement with Crockett-Carquinez Fire Protection District	Board, Staff, Legal	Staff	R,	Action	Completed	DONE. Approved by Board.
01/31/24	Special Meeting Strategic Plan	Board Priority	Consultant and Ad Hoc	R, P	Discussion & Possible Action	Completed	DONE. Meeting 6pm-8pm. Waiting direction from Mr. Pio Roda on whether a PH is required as Board is considering modifying OPS standards. PH requires 30 day public notice. No PH required.
01/10/24	Consideration of Meas. O Assessment to Unit vs. Parcel	Board Priority, RHFD	Director Davidson	R	Action	no action	DONE. Ad Hoc created for recommendation of a consultant to assist Board in analysis and feasibility
01/10/24	Financial Stability Considerations for Special Districts	Board Priority	Board, RHFD	R, P, RES,	Action	no action	DONE. Gathering info. from State & National Chapters & Business Affiliates; they hire grant writing agencies. Board Alternate Funding Ad Hoc to present with Chief Agreement to hire a grant writing company to meet various District needs. Board approved hiring TPA.
01/10/24	District Reorganization	Legal, Board Priority	Board		Action		DONE. Selection of Chair and Vice-Chair
01/10/24	Annual Calendar	Board Priority	Board	Calendar	Informational	Completed	DONE. Annual Calendar prepared in coordination with Chief. Approved by Board at Oct meeting. To be included in Jan. Board packet
01/10/24	Bathroom Renovations and Additional Funding Request	Board Priority, RHFD	RHFD	R, Estimates	Action		DONE. Approved by Board.
01/10/24	CSDA Key Learnings Survey Report	Board Priority	Board	R	Informational	Completed	DONE. Ad Hoc will recommend moderator for Board workshop on Feb. 21.
01/10/24	Local Hazard Mitigation Program	Board, Legal, RHFD, State	Staff	R, P, RES	Informational		DONE. District coordinating with City of Hercules. Presentation in January. Future updates TBD by Chief.
12/13/23	Special Meeting: Strategic Plan Workshop	Board Priority	Counselant Mike Despain	P	Discussion & Action	Completed	DONE. Hold date & time. Despain led workshop 6PM-8PM.
11/08/23	Update on Possible Meas O Waiver of Zero Value Parcels	Legal	Staff, Counsel	R, P, RES	Action	Completed	Moved from Oct. to Nov. because data needed from County. Resolution only if needed to support changes to Meas O. Follow-up from Aug. Board meeting. Completed-no changes. Staff to follow-up with County on waiver of late fees by county for the 178 parcels. Update TBD.
11/08/23	Review of Strategic Plan & Business Implementation Plan	Board Priority	Board	P	Action	Completed	DONE. Possible approval of brochures for distribution. Approved by Board. SP Ad Hoc to coordinated distribution with Chief.

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11/08/23	Procurement of Station Alerting Systems	Board Priority, Legal	Staff, Counsel	R,RES,RFP, C	Action	Completed	DONE. Approved by Board. District did not receive Meas X funds for alerting system. Chief to move forward with purchase in Dec. Update at Jan Bd meeting in Chief's report; system to be installed in Jan.
11/08/23	District Process for Onboarding Directors & Meas. O Committee Members	Board Priority	Saff	R	Information	moved to August	Onboarding of Directors & Meas O committee members to ensure legal requirements are met, individuals and Board are aware of when their term ends. Update moved to April per Chief's request.
11/08/23	Role of General Counsel & Board Management of Interactions with Counsel	Board Other	Counsel	R	Information	Completed	DONE. Director's request.
11/08/23	Transcription of RHFD Minutes	Board Other	Davidson	R	Discussion & Action	completed	DONE. Info. on transcription of Board Mins. Software. Director Davidson to coordinate with Chief. Review with Mr. Pio Roda for legal compliance; he had no concerns. Directors Bowman and Davidsn met with Chief, Tammy and Kimberly to review options. Director Davidson and Tammy to review options and share with Chief, who will purchase the service (nominal fee) if requested and report out via Chief's report in Feb. Admin. will maintain existing process for preparation of minutes; will use free Zoom transcription options as needed. Board may request a Zoom summary or transcription by request.
11/08/23	Measure O Fire Service Parcel Tax for Bayfront High-Rise Apartments Re: "Leland Traiman v. Alameda Unified"	Board Other	Davidson	R	Discussion & Action	Completed	DONE. Mr. Pio Roda is reviewing the Courts ruling on Leland Traiman v. Alameda Unified and its possible applicability to Meas. O. Director Davidson will share Mr. Pio Roda's opinion & options for Board consideration in Jan. Ad Hoc created to review possible Meas. O ordinance options.
11/08/23	First Quarter Budget Review	Board Priority	Staff	R & P	Information	Completed	DONE. Supporting payroll documents from County available Oct. 16 as payroll info. not available till Oct. 12.
10/18/23	Chief's Performance Evaluation	Closed Session	Board, Counsel	N/A	N/A	Completed	DONE. Completed by Board Nov 8, Eval signed by Chief Dec 18
10/18/23	Prevention Fees	Legal	Staff	N/A	Discussion	Completed	No report, information and discussion only. Public Hearing for Fee Approval in March.
10/18/23	Benefit Assessment Protest	Legal	Staff	R	Public Hearing, Action	Completed	DONE. Assessment rates approved in May: RES NO. 2023-03
10/18/23	CPRA Minor Procedure Updates	Legal	Staff	R	Information	Completed	DONE. Procedure updates per Aug. Board meeting. Accepted by Board.
10/18/23	Emergency Bathroom & Renovations Stations 76 & 75 and Emergency Care Quality Assurance & Support Services Agreement	Board Priority & Legal	Staff, Counsel	R, RES, C	Action	Completed	DONE. Station 76 & 75 bathroom emergency repairs & renovations, EMS medical care quality assurance and support services. (Nurse Greg) Approved by Board.

AGENDA ITEM 20

10/18/23	Management of Agenda Items and 2024 Annual Calendar	Board Priority	Bowman	P	Discussion & Action	Completed	DONE. Future agenda items format, including quarterly presentation to Board and 2024 annual admin. calendar (Info.) approved by Board. Calendar to be in Jan Board packet and quarterly presentation beginning Feb.
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