

HERALD FIRE PROTECTION DISTRICT

Board Meeting Minutes
Regular Meeting of the Board
Thursday, September 17, 2026 at 6:00 p.m.
12746 Ivie Road, Herald, CA 95638

ATTENDANCE:

Directors Present: Cody Bartley, Jim Frazier, James Stepps
Staff Present: Volunteer Chief James Hendricks, Consultant Lindsey Carter

A. CALL TO ORDER /ROLL CALL/ PLEDGE OF ALLEGIANCE:

1. Director Bartley called the meeting to order at 6:03 pm
2. Pledge of Allegiance lead by Director Bartley.

B. ANNOUNCEMENTS/PRESENTATIONS: None

C. HEARING OF THE PUBLIC:

- Fire Safe Counsel status update – Robin Purdy
 - Partnership with CA Conservation Corps and they have equipment that FSC can use
 - 15 parcels have been identified to target the initial work
 - Requesting help with fuel and oil through direct resource support
 - Requesting help with property owners Bennett and Clay Station Areas for neighborhood clean up on two specific parcels
 - Place on next agenda

D. CONSENT CALENDAR ITEMS:

- a. Deposits, Claims, Payroll
 - b. August 20, 2026 Regular Meeting Minutes
 - c. August 24, 2026 Special Meeting Minutes
- M/S Frazier/Stepps - To approve the consent agenda as presented.**
Approved 3/0

E. Board of Director Business

1. 2026-27 Final Budget Resolution
M/S Frazier/Johnson - To approve the 2026-27 Budget as presented.
Approved 4/0
2. Business Manager Position Update
 - i. 6 applications have been received and interviews are being scheduled
 - ii. Board interest
 - iii. Interviews to be scheduled and include board members
3. Board Elections Update
 - i. Vacancy in one position
 - ii. Appoint James Stepps at the October meeting
4. Facilities Update – Station 87
 - i. Final inspection was signed off for ADA compliance
 - ii. Station 87 is complete
 - iii. Station 88 project ready to notice and the project list needs to be updated
5. OES Flood Project Status Report
 - i. Another inspector has been brought in to look at the plans and wants to review the plans

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- ii. Blevins needs to go to building department and figure out what is going on. He has an approved set of plans but 2nd county inspector is holding things up.
- iii. Issue is with the panel permit not the generator plans
- iv. Cody will email county to try and address issue

F. ADMINISTRATIVE REPORTS:

- 1. Volunteer Chief Hendricks provided a detailed written report
 - i. Call Logs: 6:54
 - ii. Training Logs: 238/686 hours
 - iii. Sealed bid selection
 - 1. Bid #1: \$4460 for two vehicles
 - 2. Bid #2: \$7650 for two vehicles
 - 3. Bid #2 accepted and winner will be notified
- 2. Business Manager: submitted consulting contract for legal review, all forms have been updated with the county department of finance and claims are being processed. Payroll will be submitted 9/18

G. BOARD REPORTS:

Director Johnson – None
Director Smith – Absent
Director Frazier – None
Director Stepps – Absent
Director Bartley – None

H. PENDING AGENDA REQUESTS:

- 1. Business Manager Position
- 2. Appointment of James Stepps
- 3. Generator Update
- 4. Station 88 Project List

I. CLOSED SESSION

Board entered into Closed Session at 6:45 pm
Closed session was closed at 7:17 pm

J. OPEN SESSION

General Meeting was re-opened at 7:18 pm
No action was taken

K. ADJOURNMENT:

Board adjourned at 7:18 p.m.
M/S Johnson/Frazier – To adjourn the meeting.
Approved without objection.

Respectfully submitted,

Lindsey Carter
Board Secretary

Approved:

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Cody Bartley
Board Clerk