



Tracy Rural County Fire Protection District

Board of Directors

Pete Reece
John Vieira
Jeff Ramsey
Matt Kopinski
Craig Miller

Clerk of the Board

Raychel Jackson

Board of Directors – Regular Meeting Agenda Tuesday, April 11, 2023 at 2:00 PM PST

Join Zoom Meeting

<https://us06web.zoom.us/j/88186128310?pwd=dEMwendxOlc3aTBQOjRCem5LcGpRZz09>

Call In Number: [1 \(669\) 900 6833](tel:16699006833)

Meeting ID: 881 8612 8310

Passcode: 762272

**Location: 835 N. Central Avenue
Tracy, CA 95376
2nd Floor**

Notice to the Public: Pursuant to Assembly Bill 361, this meeting will be conducted via teleconference

1. Roll Call and Pledge of Allegiance

2. Public Comment

Please, give your name, entity (if any), and address as well as what agenda item you wish to speak about to the Clerk of the Board so that your comments may be heard at the appropriate time. Comments must be limited to 3 minutes.

3. Consent Calendar

- 3.1 Adoption of the April 11, 2023 Agenda
- 3.2 Approval of the March 14, 2023 Minutes
- 3.3 Approval of April Warrant List
- 3.4 March Monthly Financials

4. Regular Agenda

- 4.1 Receive Presentation from California Class Regarding Investment of Public Funds
- 4.2 Receive Updated Information Regarding Station Maintenance Issues
- 4.3 Receive Updated Information Regarding District Owned Apparatus
- 4.4 Discuss and Take Action to Approve an Alternative Time for the Regularly Scheduled Meeting of the Tracy Rural County Fire Protection District Board of Directors

5. Committee Reports

5.1 JPA Representative Report

6. Informational Update

6.1 Fire Chief's Update

7. Public Comment

For any items not on the agenda.

8. Board Member Comment

For any items not on the agenda and requests for future agenda items. No action will be taken on any questions or matters raised by the Board at this time.

9. Closed Session

9.1 Consult with Legal Counsel – Existing Litigation (*Tracy Rural Fire District v. San Joaquin County*, San Joaquin Superior Court Case No. 2020-9831). (California Government Code section 54956.9). one case.

9.2 Conference with Legal Counsel – Significant Exposure to Litigation (California Government Code sections 54956.9(d)(2), 54956.9(e)(2)): one matter.

9.3 Consult with Legal Counsel – Existing Litigation (*Garcia, et al. v. Tracy Rural Fire District., Case No. STK-CV-UBC-2022-2826*). (California Government Code section 54956.9). one case.

9.4 Conference with Legal Counsel – Significant Exposure to Litigation (California Government Code sections 54956.9(d)(2), 54956.9(e)(2)): two matters.

10. Adjournment until Next Regular Session – May 9, 2022

Compliance with the Americans with Disabilities Act (US Code Title 42) – Assistance for Those with Disabilities: If you have a disability and need accommodation to participate in the meeting, please contact the Administration Office (209-834-7269) or email (raychel.jackson@tracyruralfire.org) at least 72 hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible.



Tracy Rural County Fire Protection District

Board of Directors – Regular Meeting Minutes Tuesday, March 14, 2023 2:00 PM

1. Roll Call and Pledge of Allegiance

Chairman Reece called the meeting to order at 2:00 pm. All Directors present.

2. Public Comment

No Public Comment.

3. Consent Calendar

3.1 Adoption of the March 14, 2023 Agenda

3.2 Approval of the February 14, 2023 Minutes

3.3 Approval of March Warrant List

3.4 February Monthly Financials

- Motion was made by Vice-Chair Ramsey, seconded by Director Miller to accept Consent Calendar. Motion passed unanimously.

4. Regular Agenda

4.1 Receive a Report Prepared by HdL Coren & Cone for an Estimate of Tracy Rural Fire District's Property Tax Revenue Projection for Fiscal Year 2023-2024, and 5-Year Forecast for Fiscal Years 2023-24 – 2027-28

- Motion was made by Vice-Chair Ramsey, seconded by Director Miller to receive a Report Prepared by HdL Coren & Cone for an Estimate of Tracy Rural Fire District's Property Tax Revenue Projection for Fiscal Year 2023-2024 and 5-Year Forecast for Fiscal Years 2023-24 – 2027-28. Motion passed unanimously.

4.2 Receive Updated Information Regarding Station Maintenance Issues

- Motion was made by Director Vieira, seconded by Director Miller to accept the Monthly Station Updates. Motion passed unanimously.

4.3 Approve by Resolution a Liability and Property Insurance Policy

- Motion was made by Director Kopinski, seconded by Director Vieira to accept Cal Mutual JPRIMA for the liability and property insurance policy for Tracy Rural Fire District. Motion passed unanimously.

5. Committee Reports

5.1 JPA Representative Report

- Vice Chair Ramsey provided a report from the March 8, 2023 JPA Regular Board Meeting – board approved to adopt social security coverage for non-emergency PERS employees of SSJCFA; approve to over-hire an EMS manager, change job description, and authorize a pay increase; and receive the annual financial statements from the auditor for the FY21/22.

6. Informational Update

6.1 Fire Chief's Update

- Chief Martin provided the monthly report based on the Fire Chief Update dated March 14, 2023, that was provided to the Board of Directors and staff at the meeting.

7. Public Comment

No Public Comment.

8. Board Member Comment

Director Kopinski thanked all staff and admin for all of their hard work.

9. Closed Session

No Action Taken.

10. Meeting Adjournment at 3:41 pm.

Raychel Jackson

Raychel Jackson, Clerk of the Board

March 22, 2023

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49501 -- April 11, 2023

GENERAL OPERATING FUND	AMOUNT	ACCOUNT	VENDOR #
PETE REECE 30421 KOSTER ROAD TRACY, CA 95304	\$ 300.00	6226010900	. 0000010849
MATT KOPINSKI 33969 S. KOSTER ROAD TRACY, CA 95304	\$ -	6226010900	. 0000101809
CRAIG MILLER 5336 W. DURHAM FERRY ROAD Tracy, CA 95304	\$ 100.00	6226010900	. 0000105820
JEFF RAMSEY 27722 S. Bird Road TRACY, CA 95304	\$ -	6226010900	0000098549
JOHN VIEIRA 19700 SOUTH LAMMERS ROAD TRACY, CA 95304	\$ 100.00	6226010900	. 0000010852
BOWMAN & BERRETH, LLP 1820 WEST KETTLEMAN LANE, SUITE F LODI, CA 95242	\$ 2,805.90 \$ - \$ 6,917.31	6221005100 6221005120 6221005130	. 0000078394 GOVERNANCE Litigation
Total	\$ 9,723.21		
Reed Smith LLP 101 Second Street, Suite 1800 San Francisco, CA 94105-3659	\$3,356.90	6221005130	. 0000042598
MONAGAN, MILLER, & MCCREARY 1137 ADAM STREET, SUITE 450 TRACY, CA 95376	\$48,404.00	6236000000	. 0000064504
TOTAL FOR GENERAL OPERATING FUND	\$ 61,984.11		

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49591 -- April 11, 2023

CAO RESERVE FUND 49591	AMOUNT	ACCOUNT	VENDOR #
Community First National Bank 215 Seth Child Rd. Manhattan, KS 66502		6331000100	. 0000102922
TOTAL CAO FUND 49591	\$ -		

SIGNATURES OF BOARD MEMBERS

PETE REECE, CHAIR

MATT KOPINSKI, DIRECTOR

JEFF RAMSEY, VICE CHAIR

CRAIG MILLER, DIRECTOR

PAID Monthly Expenses - Bank of Stockton TRF Operating Account

Description	Date Paid	Amt. Due
PG&E station 3	4/4/2023	\$ 1,137.53
PG&E station 4 - electric	4/4/2023	\$ 1,129.14
PG&E station 4 - gas	4/4/2023	\$ 60.43
PG&E station 5 - electric	4/4/2023	\$ 424.43
PG&E station 5 - gas	4/4/2023	\$ 634.83
PG&E Banta		\$ -
EcoWater System	4/4/2023	\$ 59.00
ProTech - Station 5 - alarm	4/1/2023	\$ 70.00
ProTech - Station 5 - OS&Y	3/13/2023	\$ 197.50
Patriot Pest Control	4/3/2023	\$ 238.00
Delta Disposal	4/4/2023	\$ 315.22
City of Tracy - Station 5	3/20/2023	\$ 340.78
ATT - Station lines	3/20/2023	\$ 171.77
CalPERS	4/1/2023	\$ 152.87
BlueHost	3/19/2023	\$ 19.99
AFSS Conference	3/21/2022	\$ 525.00
Walmart - office supplies	3/30/2023	\$ 57.76
Target - supplies	3/31/2023	\$ 185.04
Jeff Ramsey - Monthly Stipend	4/12/2023	\$ 300.00
Matt Kopinski - Monthly Stipend	4/12/2023	\$ 600.00
Special District Financial District	4/12/2023	\$ 4,593.75
ATT - District Phone	3/22/2023	\$ 533.15

Total Paid
\$ 11,746.19

PAID Monthly Expenses - Bank of Stockton TRF Capital Outlay Account

Description	Date Paid	Amt. Due
Melo Construction - 93 Kitchen	3/21/2023	\$9,079.50
JRC Custom	3/31/2023	\$1,149.76
Galvo & Sons - 93 Landscaping	4/4/2023	\$23,885.00
JLT2 Electric - Banta	4/4/2023	\$543.36
Bauer Compressors - E93 new equip	4/4/2023	\$ 47,687.38

Total Paid
\$ 82,345.00

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT

04/06/23

Balance Sheet

Accrual Basis

As of March 31, 2023

	<u>Mar 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank of Stockton-Capital Outlay	1,267,941.09
Bank of Stockton-Operating	981,663.63
Bank of Stockton-Retirement	115,288.31
Fund 49501 - Operations	-3,091,241.23
Fund 49512 - Retirement Buyout	18,893.92
Fund 49515 - Fire Facility Fees	471,044.41
Fund 49519 - Emergency Reserve	2,023,803.00
Fund 49591 - Capital Outlay Res	390,993.61
	<hr/>
Total Checking/Savings	2,178,386.74
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Total Current Assets	2,178,386.74
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TOTAL ASSETS	2,178,386.74
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LIABILITIES & EQUITY	0.00



**Tracy Rural County
Fire Protection District**

Agenda Item 4.1

STAFF REPORT

Meeting: Regular Meeting
Date: April 11, 2023
To: Board of Directors
Prepared by: Raychel Jackson, District Clerk
Approved by: Pete Reece, Chairperson

Re: Receive a Presentation from California Class Regarding Investment of Public Funds

RECOMMENDATION

Action Item ___ Non-Action Item__X__

Receive a presentation from California Class regarding building a balanced cash management program.

BACKGROUND

The Board of Directors have expressed interest in understanding investing with public funds.

DISCUSSION

California Cooperative Liquid Assets Securities System (California CLASS) is an endorsed affiliate with California Special Districts Association (CSDA). California CLASS is a Joint Powers Authority investment pool that provides public agencies the opportunity to invest funds on a cooperative basis in rated pools that are managed in accordance with state law with the primary objectives of offering participates maximum safety, daily and next-day liquidity, and optimized returns. The fund is an investment option and diversification tool for short-term and medium-term investments.

FISCAL IMPACTS

None.

ATTACHMENTS

None.



Tracy Rural County Fire Protection District

Agenda Item 4.2

STAFF REPORT

Meeting: Regular Meeting
Date: April 11, 2023
To: Board of Directors
Prepared by: Raychel Jackson, District Clerk
Approved by: Pete Reece, Chairperson

Re: Update Information Regarding Station Maintenance Issues

RECOMMENDATION

Action Item Non-Action Item

Receive an update on Station 93, Station 94 and Station 95 maintenance issues and modifications and provide direction to staff concerning future projects.

BACKGROUND

Station 93, located at 1400 W Durham Ferry Road, was constructed and occupied in 2006. Station 94, located at 16502 West Schulte Road, was remodeled from an existing 20+ year old ranch house into a fire station in 1995. Over the years, both stations have experienced maintenance issues that can be attributed to their age and the normal wear and tear related to fire station operations.

DISCUSSION

Ongoing maintenance and repairs at all stations. Update on solar at Station 93; update on Cost for maintaining property; update on the punch list for Station 95;

FISCAL IMPACTS

None.

ATTACHMENTS

None.



Tracy Rural County Fire Protection District

Agenda Item 4.3

STAFF REPORT

Meeting: Regular Meeting
Date: April 11, 2023
To: Board of Directors
Prepared by: Raychel Jackson, District Clerk
Approved by: Pete Reece, Chairperson

Re: Receive Updated Information Regarding District Owned Apparatus

RECOMMENDATION

Action Item Non-Action Item

Board of Directors receive updated information regarding the District's apparatus and update on the apparatus replacement plan.

BACKGROUND

In December 2019, South San Joaquin County Fire Authority recommended the District adopt and approve a long-term replacement strategy for funding the replacement of the District's owned apparatus. The Board of Directors approved the replacement plan and to annually fund the account in the amount of \$200,000.

In 2020, the District purchased a 2021 Pierce Pumper, which is currently at Station 94.

In 2021, the District applied for an emergency vehicle replacement program grant with San Joaquin Valley Air Pollution Control District. The District received grant funds from SJVAPCD to assist in purchasing of a 2022 BME, which is an addition to the fleet and was delivered May 2022. The BME is currently at Station 93. The District will receive grant funds to assistance in purchasing of a 2023 Pierce Pumper, which will be delivered in the fall of 2023 and will replace the current Engine 93 and will be at Station 93.

DISCUSSION

The Board has requested an update on the apparatus for any new equipment or any repair or maintenance needed. South San Joaquin County Fire Authority's staff indicated no major maintenance or repairs are anticipated for any apparatus.



Tracy Rural County Fire Protection District

The replacement plan is currently on track. Within the next 2-3 years, the Board should consider purchasing a replacement water tender.

FISCAL IMPACTS

None.

ATTACHMENTS

1. Apparatus Replacement Schedule

South San Joaquin County Fire Authority

Apparatus Replacement Schedule

TRACY RURAL APPARATUS REPLACEMENT																	
Apparatus Description	Unit No.	2021/22		Year Proc.	Life Expct	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year
		Cost	Amt.			2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
Water Tender 90 (Pierce 3000 Gal)	2180	\$500,000	1	2005	20					\$562,754							
Brush 94 (HME, Type 3)	9020	\$475,000	1	2016	15											\$638,360	
Engine 93 (Spartan, High Tech, Type I)	9018	\$750,000	1	2015	10					\$844,132							
Engine 94 (Pierce, Velocity, Type I)	9021	\$750,000	1	2021	10											\$1,007,937	
Engine 95 (Pierce, Velocity, Type I)	7635	\$750,000	1	2021	10											\$1,007,937	
Projected Engine 99 (Type I)	NA	\$750,000	1	NA	10				\$819,545								
Projected -Truck 94 (TDA Tiller)	NA	\$1,280,000	1	NA	15							\$1,483,871					
ANNUAL REPLACEMENT COST						\$0	\$0	\$0	\$819,545	\$1,406,886	\$0	\$1,483,871	\$0	\$0	\$0	\$2,654,235	\$0
ANNUAL ALLOCATION						\$450,000	\$463,500	\$477,405	\$491,727	\$506,479	\$521,673	\$537,324	\$553,443	\$570,047	\$587,148	\$604,762	\$622,905
ANNUAL FUND BALANCE						\$800,000	\$1,263,500	\$1,740,905	\$1,413,087	\$512,680	\$1,034,353	\$87,806	\$641,249	\$1,211,296	\$1,798,444	-\$251,029	\$371,876

CITY OF TRACY APPARATUS REPLACEMENT																	
Apparatus Description	Unit No.	2021/22		Year Proc.	Life Expct	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year	Rplc Year
		Cost	Amt.			2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
Engine 96 (High Tech, Spartan, Type I)	2324	\$750,000	1	2009	10		\$772,500										
Engine 91 (High Tech, Spartan, Type I)	2411	\$750,000	1	2015	10					\$844,132							
Engine 97 (High Tech, Spartan Type I)	2412	\$750,000	1	2015	10					\$844,132							
Engine 92 (Pierce, Velocity, Type I)	7634	\$750,000	1	2021	10											\$1,007,937	
Truck 91 (Pierce, Velocity, TDA-Tiller)	2503	\$1,280,000	1	2017	15											\$1,720,213	
ANNUAL REPLACEMENT COST						\$0	\$772,500	\$0	\$0	\$1,688,263	\$0	\$0	\$0	\$0	\$0	\$2,728,150	\$0
ANNUAL ALLOCATION						\$315,000	\$324,450	\$334,184	\$344,209	\$354,535	\$365,171	\$376,126	\$387,410	\$399,033	\$411,004	\$423,334	\$436,034
ANNUAL FUND BALANCE						\$1,500,000	\$1,051,950	\$1,386,134	\$1,730,343	\$396,615	\$761,786	\$1,137,912	\$1,525,323	\$1,924,355	\$2,335,359	\$30,542	\$466,576

ASSUMPTIONS

- Tracy Rural Beginning Fund Balance \$800,000
- Tracy Rural Beginning Annual Allocation \$400,000
- City of Tracy Beginning Fund Balance \$1,500,000
- City of Tray Beginning Annual Allocation \$315,000
- Type I Engine Life Expectancy 10 Yrs
- Type III Engine Life Expectancy 15 Yrs
- TDA Truck Life Expectancy 15 Yrs
- Water Tender Life Expectancy 20 Yrs
- Annual Apparatus Cost Increase 3 Pct.
- Annual Allocation Increase 3 Pct.

*Replacement schedule based on national standards

**Actual replacement decisions based on age, safety considerations, operational effectiveness and maintenance costs



Tracy Rural County Fire Protection District

Agenda Item 4.4

STAFF REPORT

Meeting: Regular Meeting
Date: April 11, 2023
To: Board of Directors
Prepared by: Raychel Jackson, District Clerk
Approved by: Pete Reece, Chairperson

Re: Discuss and Take Action to Approve an Alternative Time for the Regularly Scheduled Meeting of the Tracy Rural County Fire Protection District Board of Directors

RECOMMENDATION

Action Item Non-Action Item

It is recommended that the Board of Directors approve a resolution changing the regular meeting time.

BACKGROUND

Article 6.1 of the Tracy Rural County Fire Protection District Policies and Procedures for conducting business requires the Board of Directors provide for regular meetings at a date, time, and place fixed by resolution of the Board of Directors, which shall occur at least every three months.

On February 11, 2021, the Board of Directors approved the regular meeting date and time as the 2nd Tuesday of each month at 2:00 P.M. It is now proposed to change the regular meeting time from 2:00 P.M. to a new time suggested time. This will only change the time of the meetings, the date will remain the 2nd Tuesday.

DISCUSSION

Regular meeting dates and times to conduct regular business are required to provide policy direction for the Fire District. Regular meeting dates and times allow the public to be aware of matters before the District Board and to observe local the government process in an open meeting forum.

In order to accommodate schedules for all Board Members and have a quorum present at all meetings, discuss and consider a mutually agreed upon time for future regular board meetings.



Tracy Rural County Fire Protection District

FISCAL IMPACTS

None.

ATTACHMENTS

1. Resolution 2023 - 04



Tracy Rural County Fire Protection District

Resolution No. 2023-04

A RESOLUTION TO APPROVE AN ALTERNATIVE TIME FOR THE REGULARLY SCHEDULED MEETINGS OF THE TRACY RURAL COUNTY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

WHEREAS, The Tracy Rural County Fire District (District) must hold a public meeting and provide notice; and

WHEREAS, per the Special Fire District Act of 1987, the District shall be administered by a Board of Directors; and

WHEREAS, Section 6.1 of the District's Policies and Procedures provides the following, for regular meetings at least monthly at a date, time and place be determined by the Board; and

WHEREAS, at the January 19, 2021 meeting of the Board of Directors, the Board approved Resolution 2021-01, setting the meeting date and time as the second Tuesday of each month at 2:00 p.m.; and

WHEREAS, Board Members have expressed a desire to amend the regular meeting time to accommodate all Board Members' schedules; and

WHEREAS, the meeting location of the Board of Directors remains unchanged at 835 N. Central Avenue;

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Tracy Rural County Fire Protection District that:

The regular meeting time of the Board of Directors will be held at _____ of each month on the second Tuesday of each month;

Motion passed.

Passed, approved, and adopted this 11th day of April, 2023.

Pete Reece, Chairman of the Board

ATTEST:

Raychel Jackson, Clerk of the Board