



Tracy Rural County Fire Protection District

Agenda Item 4.2

STAFF REPORT

Meeting: Special Meeting
Date: December 16, 2025
To: Board of Directors
Prepared by: Raychel Jackson, District Clerk
Approved by: Jeff Ramsey, Chairperson

Re: Consideration of Appointing Officers of the Board of Directors of Tracy Rural County Fire Protection District and Adopting Resolution No. 2025-13

RECOMMENDATION

Action Item Non-Action Item

It is recommended that the Board of Directors appoint Officers and representatives for the 2026 calendar year.

BACKGROUND

According to the District's Policies and Procedures, Article 4, Section 4.1, "the Board shall hold annual elections ... for President (Chairman) and Vice President."

DISCUSSION

Annually the Board of Directors elects the Officers and representatives for a one year term with no officer serving more than two consecutive terms in any one position. These elections generally are held in December, commencing the first day of January and ending the last day of December. The Board's current appointment of officers expire today. Board Members may reappoint to the same ad hoc committees on which they are currently serving, or new assignments can be made upon request. The roles to fill are:

Chairperson: Presiding officer, establish agenda, sign documents on behalf of the Board and District, strong familiarity with the Brown Act and policies and procedures.

Vice-Chair: Serves in the Chairperson's capacity during absence.



Tracy Rural County Fire Protection District

Finance Ad Hoc Committee: This is a two member committee that meets annually with the Finance Manager, or as needed, to review budgets, audit reports, clarify questions and present recommendations for approval to the Board.

Building Maintenance Ad Hoc Committee: This is a two member committee that meets quarterly, to help maintain the District’s owned facilities, provide recommendations to the Board on issues relating to any and all building maintenance for the all District owned facilities, identify any potential problems and maintain upkeep to the properties.

JPA Representative & Alternate: This is a two member committee that meets monthly on the second Wednesday of each month at 3:00 pm. According to South County Fire Authority’s JPA, Section 2, 2.4, “The Board of Directors shall elect a Chairperson and Vice-Chairperson from among its members. The Chairperson and Vice-Chairperson shall rotate from each Member Agency annually.” In the event of a JPA representative is absent, the alternative JPA representative will serve in its place. Tracy Rural Fire District will hold the Chairperson seat for the 2025 calendar year.

Governance Review: This is a two member committee that meets annually, or as needed with the Staff, to review policy language and present recommendations for approval to the Board.

The 2025 list of representatives and various committees are as follows:

Committee	Meetings Held	Board Members
Finance	Annually, additional meetings as needed	Jeff Ramsey Craig Miller
Building Maintenance	Quarterly, additional meetings as needed	Matt Kopinski Craig Miller
South San Joaquin County Fire Authority (JPA)	Monthly	Pete Reece Jeff Ramsey Craig Miller (Alternate)
Governance Review	Annually, additional meetings as needed	N/A

FISCAL IMPACTS

None.

ATTACHMENTS

1. Resolution No. 2025-13.



Tracy Rural County Fire Protection District

Resolution No. 2025-13

APPOINTING OFFICERS OF THE BOARD OF DIRECTORS OF THE TRACY RURAL COUNTY FIRE PROTECTION DISTRICT

WHEREAS, the Board of Directors of the Tracy Rural County Fire Protection District, Board of Directors have appointed the following Directors to serve in the positions designated for the 2026 calendar year as follows:

_____ is hereby appointed Chairperson of the Board of Tracy Rural County Fire Protection District.

_____ is hereby appointed Vice-Chair of the Board of Tracy Rural County Fire Protection District.

_____ and _____ from Tracy Rural County Fire Protection District Board of Directors along with the Finance Manager are hereby appointed to the Finance Ad Hoc Committee.

_____ and _____ from Tracy Rural County Fire Protection District Board of Directors are hereby appointed to the Building Maintenance Ad Hoc Committee.

_____ and _____ as the Representatives and _____ as the Alternate Representative to the South San Joaquin County Fire Authority Board (JPA).

_____ and _____ from Tracy Rural County Fire Protection District Board of Directors are hereby appointed to the Governance Review Ad Hoc Committee.

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

Adopts the above mentioned Officers and Representatives to the respective committees for the 2026 calendar year.

Motion passed.

Passed, approved, and adopted this 16th day of December, 2025.

Jeff Ramsey, Chairman of the Board

ATTEST:

Raychel Jackson, Clerk of the Board