



Tracy Rural County Fire Protection District

Agenda Item 3.2

STAFF REPORT

Meeting: Special Meeting
Date: September 16, 2026
To: Board of Directors
Prepared by: Kevin Berreth, District Legal Counsel
Approved by: Craig Miller, Chairperson

Re: District's temporary delegation to Fire Authority to Authorize repairs to District owned stations (93, 94, and 95)

RECOMMENDATION

☒ **Action Item** ☐ Non-Action Item

Staff recommend that the District Board of Directors authorize the Fire Authority, on a temporary basis, to approve and direct necessary repairs to District-owned fire stations in an amount not to exceed \$2,000.00 per repair/project, subject to available appropriations and applicable District purchasing and contracting requirements.

BACKGROUND

The District owns and operates fire stations that require periodic maintenance and repair to remain safe, functional, and available for emergency operations. Certain repairs may require prompt action to protect District property, maintain operational readiness, address health or safety concerns, or prevent minor deficiencies from becoming more costly repairs.

Currently, the District does not have a GM appointed or other staff that can manage and address current station maintenance repairs that require immediate attention. Since maintenance of stations is crucial to providing fire services, the Board has identified the need to address this issue. Under the District's current process, individual repair expenditures may require Board consideration and approval. This can delay necessary work, particularly when repairs arise between regularly scheduled Board meetings.

DISCUSSION

Staff requests that the Board provide the Authority with temporary authority to authorize necessary repairs to District-owned fire stations, up to a maximum amount of \$2,000.00 per repair/project.

This temporary delegated authority is subject to the following conditions:



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- The repair must be necessary for the maintenance, safety, security, or operational readiness of a District-owned fire station.
- Funding must be available within the District's adopted budget or otherwise be legally available for the expenditure.
- All applicable purchasing, contracting, prevailing wage, insurance, and other legal requirements must be followed.
- Authority shall provide the District with a report of repairs authorized under this delegation at the next regularly scheduled Board meeting.
- This delegation shall remain in effect until December 31, 2026, unless earlier rescinded or modified by the Board.

This delegation is intended to provide operational flexibility for routine and time-sensitive repairs while retaining Board oversight of significant expenditures.

Move to authorize the Authority, on a temporary basis through December 31, 2026, to approve and direct necessary repairs to District-owned fire stations in an amount not to exceed \$2,000.00 per repair/project, subject to available appropriations and compliance with all applicable District purchasing and contracting requirements, and require that such expenditures be reported to the District Board at its next regularly scheduled meeting.

FISCAL IMPACTS

The proposed action does not itself appropriate additional funds. Repairs authorized under this delegation will be paid from existing budget appropriations or other legally available District funds. The maximum amount authorized under the delegation will be \$2,000.00 per repair/project.

ATTACHMENTS

None.