



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, November 14, 2023 at 4:00 PM PST

Join Zoom Meeting

<https://us06web.zoom.us/j/86328174837?pwd=VHlDRDB3bEdPNnI4eS9VakYrQ3pqdz09>

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

Meeting ID: 863 2817 4837

Passcode: 702077

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

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 November 14, 2023 Agenda
- 3.2 Approval of the October 10, 2023 Minutes
- 3.3 Approval of November Warrant List
- 3.4 October Monthly Check Register

4. Regular Agenda

- 4.1 Review TRFD Financial Quarter Report for FY 23-24
- 4.2 Receive Updated Information Regarding Station Maintenance Issues
- 4.3 Receive Report on Building Communications Tower at Station 93 and Entering into 10year Rental/Lease Agreement with Wireless Internet Service Provider

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 Conference with Real Property Negotiators (California Government Code section 54956.8)

Property: 22484 South 7th Street, Tracy, CA 95736

Agency Negotiators: Robert Pombo, District Realtor

Under negotiation: Price and Terms

9.2 Consult with Legal Counsel – Existing Litigation (*Tracy Rural Fire District v. San Joaquin Local Area Formation Commission*, San Joaquin Superior Court Case No. 2019-9687). (California Government Code section 54956.9). one case.

10. Adjournment until Next Regular Session – December 12, 2023

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, October 10, 2023 4:00 PM

1. Roll Call and Pledge of Allegiance

Chairman Reece called the meeting to order at 4:00 pm. All Directors present.

2. Public Comment

No Public Comment.

3. Consent Calendar

3.1 Adoption of the October 10, 2023 Agenda

3.2 Approval of the September 12, 2023 Minutes

3.3 Approval of October Warrant List

3.4 September Monthly Check Register

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

4. Regular Agenda

4.1 Review and Approve TRFD and Pacific Gateway Fire Development Impact Fee Nexus Study from Harris & Associates

- Motion was made by Vice-Chair Ramsey, seconded by Director Kopinski to Approve TRFD and Pacific Gateway Fire Development Impact Fee Nexus Study from Harris & Associates. Motion passed.

4.2 Receive Updated Information Regarding Station Maintenance Issues

- No Action.

5. Committee Reports

5.1 JPA Representative Report

- Vice Chair Ramsey provided a report from the September 13, 2023 JPA Regular Board Meeting – board adopted a resolution accepting the SB1205 Compliance Report for State Mandated Annual Fire Inspections.

6. Informational Update

6.1 Fire Chief's Update

- Chief Martin provided the monthly report based on the Fire Chief Update dated October 9, 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 Miller offered his condolences to Andy Sansaver and family for the passing of his mother.

Director Kopinski thanked Chief Martin for his hard work and wished him a happy retirement.

9. Closed Session

9.1 Conference with Real Property Negotiators (California Government Code section 54956.8)

Property: 22484 South 7th Street, Tracy, CA 95736

Agency Negotiators: Robert Pombo, District Realtor

Under negotiation: Price and Terms

- Motion was made by Vice Chair Ramsey, seconded by Director Miller to credit \$7,500 to Buyer for repairs and \$800 for home warranty. Motion passed.
- Motion was made by Director Kopinski, seconded by Vice Chair Ramsey to extend 7 additional days to Buyer to provide funding documents. Motion passed.

10. Meeting Adjournment at 5:03 pm.

Raychel Jackson

Raychel Jackson, Clerk of the Board

November 1, 2023

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49501 -- November 14, 2023

GENERAL OPERATING FUND	AMOUNT	ACCOUNT	VENDOR #
PETE REECE 30421 KOSTER ROAD TRACY, CA 95304	\$ 600.00	6226010900	0000010849
MATT KOPINSKI 33969 S. KOSTER ROAD TRACY, CA 95304	\$ -	6226010900	0000101809
CRAIG MILLER 5336 W. DURHAM FERRY ROAD Tracy, CA 95304	\$ 300.00	6226010900	0000105820
JEFF RAMSEY 27722 S. Bird Road TRACY, CA 95304	\$ -	6226010900	0000098549
JOHN VIEIRA 19700 SOUTH LAMMERS ROAD TRACY, CA 95304	\$ 300.00	6226010900	0000010852
BERRETH LAW GROUP 2020 WEST KETTLEMAN LANE, SUITE E LODI, CA 95242	\$ 2,261.10	6221005100 6221005120 6221005130	0000110532 GOVERNANCE Litigation
Total	\$ 2,261.10		
South County Fire Authority 835 N. Central Ave Tracy, CA 95376	\$ 15,020.00 \$3,320,821.00 \$ 3,335,841.00	6221005110 6221005110	0000094467 0000094467
TOTAL FOR GENERAL OPERATING FUND	\$ 3,324,282.10		

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49591 -- November 14, 2023

CAO RESERVE FUND 49591	AMOUNT	ACCOUNT	VENDOR #
TOTAL CAO FUND 49591	\$0.00		

SIGNATURES OF BOARD MEMBERS

PETE REECE, CHAIR

JOHN VIEIRA, DIRECTOR

MATT KOPINSKI, DIRECTOR

JEFF RAMSEY, VICE CHAIR

CRAIG MILLER, DIRECTOR

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT

Balance Sheet

11/09/23

As of October 31, 2023

Accrual Basis

	<u>Oct 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank of Stockton-Capital Outlay	471,430.34
Bank of Stockton-Operating	834,584.03
Bank of Stockton-Retirement	116,609.77
CA CLASS - Capital	601,980.21*
CA Class - FFF	479,876.89*
CA Class - Reserves	1,030,904.06*
Fund 49501 - Operations	-2,157,611.61
Fund 49512 - Retirement Buyout	18,893.92
Fund 49515 - Fire Facility Fees	11,105.82
Fund 49519 - Emergency Reserve	1,036,989.00
Fund 49591 - Capital Outlay Res	531,859.31
Total Checking/Savings	<u>2,976,621.74</u>
Total Current Assets	<u>2,976,621.74</u>
TOTAL ASSETS	<u>2,976,621.74</u>
LIABILITIES & EQUITY	0.00

* CA CLASS Capital Interest \$2,805.81

* CA CLASS FFF Interest \$2,236.69

* CA CLASS Reserves Interest \$4,805.00

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT

11/09/23

Custom Transaction Detail Report

Accrual Basis

October 2023

Type	Date	Name	Memo	Account	Split	Amount
Oct 23						
Check	10/01/2023	ProTech		Bank of Stockton-...	Station 5	-70.00
Check	10/02/2023	CalPERS		Bank of Stockton-...	PERS	-152.81
Check	10/02/2023	Pacific Gas & El...		Bank of Stockton-...	-SPLIT-	-11,175.23
Check	10/03/2023	Juniors'	lunch meeti...	Bank of Stockton-...	Miscellaneous	-226.60
Check	10/09/2023	Nor-Cal Plumbing	Inv. 7043	Bank of Stockton-...	Station 4	-265.00
Check	10/09/2023	Special District ...	Sept Inv	Bank of Stockton-...	Business Office Se...	-4,823.44
Check	10/11/2023	Matthew Kopinski		Bank of Stockton-...	Kopinski, Matt	-500.00
Check	10/11/2023	Jeff Ramsey		Bank of Stockton-...	Jeff Ramsey	-200.00
Check	10/12/2023	City of Tracy		Bank of Stockton-...	Station 5	-367.85
Check	10/12/2023	EcoWater Syste...		Bank of Stockton-...	Station 3	-59.00
Check	10/12/2023	Amazon		Bank of Stockton-...	Miscellaneous	-302.89
Check	10/12/2023	Amazon		Bank of Stockton-...	Miscellaneous	-43.69
Check	10/16/2023	Home Depot	gate lock	Bank of Stockton-...	Station 5 Tracy Hills	-12.91
Check	10/16/2023	Nor-Cal Plumbing	Inv 7057 - h...	Bank of Stockton-...	Station 2 - Banta	-885.00
Check	10/20/2023	California 209 Tint		Bank of Stockton-...	Miscellaneous	-623.00
Check	10/25/2023	AT&T		Bank of Stockton-...	Phone	-443.82
Check	10/26/2023	ServePro	Inv 106585	Bank of Stockton-...	Station 2 - Banta	-5,817.50
Check	10/26/2023	Harris & Associa...	Inv. 59671	Bank of Stockton-...	Misc. Report	-2,792.50
Check	10/26/2023	Delta Disposal S...	Inv. 294723...	Bank of Stockton-...	-SPLIT-	-376.51
Check	10/30/2023	Premier Backflo...	Inv1013	Bank of Stockton-...	-SPLIT-	-1,170.00
Oct 23						-30,307.75

10:16 AM

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT

11/09/23

Custom Transaction Detail Report

Accrual Basis

October 2023

Type	Date	Name	Memo	Account	Split	Amount
Oct 23						
Check	10/17/2023	Berreth Law Gro...		Fund 49501 - Ope...	-SPLIT-	-2,432.21
Check	10/17/2023	Pete Reece		Fund 49501 - Ope...	Reece, Pete	-200.00
Check	10/17/2023	Craig Miller		Fund 49501 - Ope...	Craig Miller	-100.00
Check	10/17/2023	John Vieira		Fund 49501 - Ope...	Vieira, John	-100.00
Check	10/31/2023	San Joaquin Co...		Fund 49501 - Ope...	Interest Income	-9,333.00
Oct 23						-12,165.21



**Tracy Rural County
Fire Protection District**

Agenda Item 4.1

STAFF REPORT

Meeting: Regular Meeting
Date: November 14, 2023
To: Board of Directors
Prepared by: Raychel Jackson, District Clerk
Approved by: Pete Reece, Chairperson

Re: Receive a Quarterly Financial Budget Report for FY 23-24

RECOMMENDATION

Action Item ___ Non-Action Item X
Receive the FY 2023-24 Quarterly Budget Report.

BACKGROUND

The FY 2023-24 budget was adopted by the District on September 12, 2023. Included in this report, is a review of revenues and expenses from July 1, 2023 – September 30, 2023.

DISCUSSION

As the District approaches the first-quarter of the fiscal year, the finance director evaluated the adopted operating budget and revenue projections for the fiscal year. It is standard procedure to perform a quarterly review of the District’s budget to ensure any deviations from the initial budget projections are proactively addressed. San Joaquin County provided the District with the estimated tax revenue as follows: Property Taxes \$10,461,432.25 and Special Assessment Taxes \$1,885,843.44; total of \$12,347,266.69.

Operating Revenues:

<u>Revenue Category</u>	<u>Adopted Budget</u>	<u>Actual – 9/2023</u>
Property Taxes	\$10,272,180.00	\$130,847.70
Homeowners Exemption	\$ 30,517.28	\$0
Special Assessment	\$ 2,036,790.03	\$ 4,079.84
Interest	\$ 10,000.00	\$ 12,276.00
<i>Total</i>	<i>\$12,349,487.31</i>	<i>\$ 147,203.54</i>



**Tracy Rural County
Fire Protection District**

Operating Expenditures:

<u>Expense Category</u>	<u>Adopted Budget</u>	<u>Actual - 10/2023</u>
Audits (financial)	\$8,300.00	\$ 0
Business Office Services	\$57,881.25	\$ 19,064.07
CalPERS (UAL; Medical)	\$1,233,833.45	\$ 560,139.30
Consultant Reports	\$11,800.00	\$ 16,116.77
County Charges	\$151,600.00	\$ 0
Director Fees	\$20,000.00	\$ 4,700.00
Facility Maintenance	\$100,000.00	\$ 36,954.41
Insurance	\$50,000.00	\$ 0
Internal Fund Transfers	\$350,000.00	\$ 0
Legal Fees	\$145,000.00	\$ 16,847.60
Memberships/Seminars	\$12,000.00	\$2,200.00
Office Expenses & Misc.	\$32,100.00	\$ 4,468.18
Utilities	\$82,000.00	\$29,635.12
SSJCFA - JPA	\$9,956,839.00	\$3,320,821.00
<i>Total</i>	<i>\$12,211,353.70</i>	<i>\$4,010,946.45</i>

Capital Outlay:

<u>Expense Category</u>	<u>Adopted Budget</u>	<u>Actual- 10/2023</u>
Capital Outlay		
Apparatus/Equipment	\$200,000.00	
- Equipment	\$ 20,000.00	\$70,934.47
- Engine Loans	\$285,794.02	\$173,256.30
Solar	\$120,000.00	\$0
<i>Total</i>		<i>\$244,290.77</i>
Rent Revenue		\$9,600.00 ⁱ

Fiscal Impact

None.

Attachments

None.

ⁱ Rent from New Jerusalem School for parking lot (last 4 years)



**Tracy Rural County
Fire Protection District**

Agenda Item 4.2

STAFF REPORT

Meeting: Regular Meeting
Date: November 14, 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 costs for maintaining properties; update on installation of cores at 95, bids for security gate at 93, bid for plymovent for BME at 93.

FISCAL IMPACTS

None.

ATTACHMENTS

None.



**Tracy Rural County
Fire Protection District**

Agenda Item 4.3

STAFF REPORT

Meeting: Regular Meeting
Date: November 14, 2023
To: Board of Directors
Prepared by: Eric Oliveri, Division Chief
Approved by: Pete Reece, Chairperson

Re: Receive Report on Building Communications Tower at Station 93 and Entering into 10-year Rental/Lease Agreement with Wireless Internet Service Provider

RECOMMENDATION

Action Item Non-Action Item

Receive report on Building Communications Tower at Station 93 and entering into 10-year rental/lease agreement with Wireless Internet Service Provider.

BACKGROUND

Station 93's response area is experiencing poor radio communications coverage. Due to an aging radio system, development in the area, narrow-band FCC requirements, and other factors, improvements to the radio system in district 93 and the overall radio system are necessary.

DISCUSSION

Building a taller communications tower at Station 93 will improve radio system coverage in the area and also facilitate an overall improvement in the overall radio system. The Fire Districts need for space on the tower is limited leaving the space on the tower available for entering into rental/lease agreements with other wireless services.

Fiscal Impact

Initial cost of building tower, eventually offset by rental income.

Attachments

None.