

Tracy Rural County Fire Protection District

Board of Directors

John Muniz
John Vieira
Pete Reece
Bob Pombo
Jeff Ramsey

Natalie Bowman, Clerk of the Board
1820 W. Kettleman Ln, Ste F
Lodi, CA 95242
P: (209) 224-1940
natalie.bowman@tracyruralfire.org
www.tracyruralfire.org

Board of Directors – Regular Meeting Agenda Tuesday, February 18th, 2020 835 Central Ave, Tracy, CA 1:00 PM

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

- A. Adoption of the Agenda
- B. Approval of the Minutes, including two special closed sessions.

4. Regular Agenda

- A. Financials
- B. Resolution 2020-8: Approval of Reserve Fund Policy (w/Staff Report)
- C. Resolution 2020-9: Hiring Consulting Firm for Organizational Study
- D. Resolution 2020-10: Necessity for Fire Station – Eminent Domain Proceeding
- E. Amend Resolution 2020-7: Long Term Apparatus Purchase Plan
- F. Establish Community Outreach Subcommittee

5. Information Only Agenda

- A. Updates on Station 2, 3, 4, 5, 7, 9 (All)

6. Board Member Comment

For any items not on the agenda and requests for future agenda items.

7. Public Comment

For any items not on the agenda.

8. Closed Session

9. Adjournment until Next Regular Session – March 17, 2020

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Board of Directors – Closed Meeting Agenda Tuesday, February 18th, 2020 835 Central Ave, Tracy, CA Following the Regular Meeting

1. Roll Call and Pledge of Allegiance

2. Public Comment

Council will vote on limiting total time and individual times per Brown Act §54954.3. (b) (1). At this time, members of the public may only comment on an item appearing on the agenda. Please adhere to the following when addressing the Council: • Individual comments will be limited to 3 minutes or less. • Comments should be directed to the Council as a whole and not directed to individual Council Members

3. Adjourn to Closed Meeting

a. Consult with legal counsel regarding potential litigation. Two cases. Pursuant to California Government Code section 54956.9.

b. Consult with legal counsel regarding existing litigation (Tracy Rural Fire District v. San Joaquin Local Area Formation Commission, San Joaquin Superior Court Case No. 2019-9687). One case. Pursuant to California Government Code section 54956.9.

4. Report out of Closed Meeting

5. Adjournment

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Board of Directors – Regular Meeting Minutes Tuesday, January 21, 2020 835 Central Ave, Tracy, CA 1:00 PM

1. Roll Call and Pledge of Allegiance

Directors Ramsey, Viera, Reece and Muniz present. Legal counsel (Bowman), clerk, finance admin, and Fire Chief for SJSJCA also present.

Director Pombo arrived 1:19p.m.

2. Public Comment

No public comment.

3. Consent Calendar

Motion by Reece, seconded by Vieira. Motion passed.

4. Regular Agenda

- A. Financials. Request for additional information on HDL consultant. Motion to approve by Vieira, second by Ramsey. Motion passed.
- B. SJSJCA Report on Replacement Engine Payment Options. Motion to approve seven (7) year lease option by Reece, seconded by Vieira. Motion passed.

5. Staff Reports

- A. No actions taken.
- B. No actions taken.

6. Board Member Comment

7. Adjournment to Closed Session. Return to Regular Meeting.

8. Public Comment

No public comment.

Signature: _____



Date: _____

2/12/20

Natalie Bowman, Clerk of the Board
Tracy Rural County Fire Protection District
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TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49501 -- February 18, 2020

GENERAL OPERATING FUND	AMOUNT	ACCOUNT	VENDOR #
JOHN MUNIZ 11931 MOUNTAIN VIEW ROAD TRACY, CA 95376	\$ 400.00	6226010900	. 0000027815
ROBERT L. POMBO 3100 MANCUSO ROAD TRACY, CA 95304	\$ 100.00	6226010900	. 0000012634
PETE REECE 30421 KOSTER ROAD TRACY, CA 95304	\$ 200.00	6226010900	. 0000010849
JEFF RAMSEY 27722 S. Bird Lane TRACY, CA 95304	\$ 100.00	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	\$ 2,772.00 \$ - \$ - \$ 2,410.50	6221005100 6221005110 6221005120 6221005130	. 0000078394 JPA GOVERNANCE LAFCO
Total	\$ 5,182.50		
RAYCHEL JACKSON 1820 WEST KETTLEMAN LANE, SUITE F LODI, CA 95242	\$ 29.40 \$ 2,083.00	reimburs (postage) 6221023800	. 0000097699
NATALIE BOWMAN 1820 WEST KETTLEMAN LANE, SUITE F LODI, CA 95242	\$ 25.00 \$ 2,083.00	reimburs (CSDA conference) 6221023800	. 0000097698
SOUTH SAN JOAQUIN COUNTY FIRE AUTHORITY 835 CENTRAL AVENUE TRACY, CA 95376	\$ 10,674.40	6221005110	. 0000094467
Reed Smith LLP Department 33489 PO Box 39000 San Francisco	\$ 392.00	6221005130	. W9 Attached
Blomberg & Griffin 1013 North California Street Stockton, CA 95202	\$ 392.00	6221005200	. 0000065007
TOTAL FOR GENERAL OPERATING FUND	\$ 26,943.80		

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49501 -- February 18, 2020

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

SIGNATURES OF BOARD MEMBERS

JOHN MUNIZ, VICE CHAIR & JPA REPRESENTATIVE

JOHN VIEIRA, DIRECTOR

BOB POMBO, DIRECTOR

PETE REECE, DIRECTOR

JEFF RAMSEY, DIRECTOR

SOUTH SAN JOAQUIN COUNTY FIRE AUTHORITY

INVOICE



TO:
 Tracy Rural Fire Protection District
 Attn: Raychel Jackson
 1820 W. Kettleman Lane, Suite F
 Lodi, CA 95242

Date: 1/30/2020
Invoice #TRFPD19-002

RE: Station 93 & 94 Expenses
FY 2019-2020 - Quarter 1 & 2

REMIT TO:
 South County Fire
 835 N Central Avenue
 Tracy, CA 95376
 (209) 831-6702

TERMS: Net 30 days. Penalty may be added if bill becomes delinquent.

QTY	DESCRIPTION		AMOUNT
Station 93 & 94 Expenses			
	FY 2019-2020 Expenses - 1st & 2nd Quarters	\$	10,674.40
	*see attached spreadsheet	\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
	INVOICE TOTAL	\$	10,674.40

Station 93 & 94 Expenses

Vendor	Invoice Date	Invoice #	Amount
Blue Host (email)	7/24/2019	48145092	\$24.72
Total:			\$24.72
 CalNet3	8/7/2019	13434244	\$299.06
	9/7/2019	13583917	\$128.78
	10/7/2019	13720884	\$150.93
	11/7/2019	13862572	\$153.03
	12/7/2019	14005489	\$153.00
Total:			\$884.80
 Delta Disposal Service	7/1/2019	97100226	\$125.08
	7/1/2019	97100225	\$125.08
	8/1/2019	98100224	\$125.08
	8/1/2019	98100223	\$125.08
	9/1/2019	99100224	\$125.08
	9/1/2019	99100225	\$125.08
	10/1/2019	9A100229	\$125.08
	10/1/2019	9A100230	\$125.08
	11/1/2019	9B100230	\$125.08
	11/1/2019	9B100231	\$125.08
	12/1/2019	9C121050	\$125.08
	12/1/2019	9C121049	\$125.08
	1/1/2020	1125464	\$129.46
	1/1/2020	1125465	\$129.46
Total:			\$1,759.88
 EcoWater Systems	7/1/2018	7012019	\$70.07
	8/1/2018	8012019	\$98.22
	9/1/2019	9012019	\$56.00
	10/1/2019	10012019	\$98.22
	12/1/2019	12012019	\$84.15
Total:			\$406.66
 PG&E	7/22/2019	07222019	\$1,884.35
	7/23/2019	07232019	\$1,653.35
	7/25/2019	07252019	\$924.31
	8/1/2019	08012019	\$1,275.62
Total:			\$5,737.63
 San Joaquin County Treasurer	10/31/2019	R203965	\$1,860.71
Total:			\$1,860.71
Grand Total:			\$10,674.40

PAID Monthly Bills for February 2020 -TRF Operating Account - Bank of Stockton

Description	Date Due	Amt. Due	Payment Type	Paid
PG&E station 4	2/10/2020	\$1,098.97	bill pay	pd
PG&E station 3	2/21/2020	\$720.12	bill pay	pd
Oscar Rojas station 4 roof	2/1/2020	\$400.00	check	pd
		Total Paid		
		\$2,219.09		

11:51 AM

02/12/20

Accrual Basis

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT

Balance Sheet

As of January 31, 2020

	<u>Jan 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank of Stockton - Operating	206,922.88
Fund 49501 - Operations	517,623.08
Fund 49512 - Retirement Buyout	46,225.70
Fund 49515 - Fire Facility Fees	156,647.44
Fund 49591 - Capital Outlay Res	2,568,443.12
	<hr/>
Total Checking/Savings	3,495,862.22
	<hr/>
Total Current Assets	3,495,862.22
	<hr/>
TOTAL ASSETS	3,495,862.22
	<hr/> <hr/>
LIABILITIES & EQUITY	0.00

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 1, 2019 through February 12, 2020

	Jul 1, '19 - Feb 12, 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Bank of Stockton	250,340.40	0.00	250,340.40	100.0%
Other miscellaneous income	0.00	0.00	0.00	0.0%
Bank of Stockton - Other				
Total Bank of Stockton	250,340.40	0.00	250,340.40	100.0%
Fund 49501 - Property Tax				
Homeowners Exemption - State	24,192.56	35,000.00	-10,807.44	69.1%
Interest Income	15,611.00	40,000.00	-24,389.00	39.0%
Licenses, Permits, Etc				
Fire Permits	0.00	0.00	0.00	0.0%
Fire Permits - Commercial	0.00	10,000.00	-10,000.00	0.0%
Fire Prevention	0.00	0.00	0.00	0.0%
Licenses, Permits, Etc - Other	4,813.00	0.00	4,813.00	100.0%
Total Licenses, Permits, Etc	4,813.00	10,000.00	-5,187.00	48.1%
Other Miscellaneous income				
Digitizing Fees	0.00	0.00	0.00	0.0%
Rural Address Markers	0.00	0.00	0.00	0.0%
Other Miscellaneous income - Other	0.00	0.00	0.00	0.0%
Total Other Miscellaneous income	0.00	0.00	0.00	0.0%
Other Service fees				
Charges for Services - Incident	0.00	0.00	0.00	0.0%
Incidents	0.00	5,000.00	-5,000.00	0.0%
Plan Checks	0.00	25,000.00	-25,000.00	0.0%
Weed Abatement	0.00	0.00	0.00	0.0%
Other Service fees - Other	0.00	0.00	0.00	0.0%
Total Other Service fees	0.00	30,000.00	-30,000.00	0.0%
Outlawed Warrants - Void	0.00	0.00	0.00	0.0%
Prior - SB813	0.00	0.00	0.00	0.0%
Prior - Unsecured	261.87	0.00	261.87	100.0%
Rebates	0.00	0.00	0.00	0.0%
Rent	0.00	0.00	0.00	0.0%
Secured	3,111,750.67	5,528,617.47	-2,416,866.80	56.3%
Secured SB813	98,425.33	211,624.86	-113,199.53	46.5%
Special Assessments - Current	737,662.44	1,315,000.00	-577,337.56	56.1%
Special Assessments - Prior	35.46	0.00	35.46	100.0%
State-in-lieu	0.00	0.00	0.00	0.0%
Transfers - in	0.00	0.00	0.00	0.0%
Unsecured	297,843.39	302,971.00	-5,127.61	98.3%

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 1, 2019 through February 12, 2020

	Jul 1, '19 - Feb 12, 20	Budget	\$ Over Budget	% of Budget
Unsecured SB813	8,185.17	0.00	8,185.17	100.0%
Fund 49501 - Property Tax - Other	22.02	0.00	22.02	100.0%
Total Fund 49501 - Property Tax	4,298,802.91	7,473,213.33	-3,174,410.42	57.5%
Fund 49512 - Contingency				
Interest	0.00	0.00	0.00	0.0%
Fund 49512 - Contingency - Other	0.00	0.00	0.00	0.0%
Total Fund 49512 - Contingency	0.00	0.00	0.00	0.0%
Fund 49515 - Fire Facility Fees				
Interest	2,334.00	0.00	2,334.00	100.0%
Mitigation Fees	547.12	0.00	547.12	100.0%
Fund 49515 - Fire Facility Fees - Other	0.00	0.00	0.00	0.0%
Total Fund 49515 - Fire Facility Fees	2,881.12	0.00	2,881.12	100.0%
Fund 49554 - Health Reserve				
Interest	0.00	0.00	0.00	0.0%
Fund 49554 - Health Reserve - Other	0.00	0.00	0.00	0.0%
Total Fund 49554 - Health Reserve	0.00	0.00	0.00	0.0%
Fund 49581 - Reserve				
Interest	0.00	0.00	0.00	0.0%
Rent Deposit	0.00	0.00	0.00	0.0%
Fund 49581 - Reserve - Other	0.00	0.00	0.00	0.0%
Total Fund 49581 - Reserve	0.00	0.00	0.00	0.0%
Fund 49591 - Capital Outlay				
Fire Facility Fees	0.00	0.00	0.00	0.0%
Interest	39,214.00	0.00	39,214.00	100.0%
Other Miscellaneous Revenue				
Recovered Damages	0.00	0.00	0.00	0.0%
Other Miscellaneous Revenue - Other	0.00	0.00	0.00	0.0%
Total Other Miscellaneous Revenue	0.00	0.00	0.00	0.0%
Rent				
New Jerusalem School	0.00	0.00	0.00	0.0%
Station 92	6,000.00	0.00	6,000.00	100.0%
Station 95	5,600.00	0.00	5,600.00	100.0%
Rent - Other	6,600.00	0.00	6,600.00	100.0%
Total Rent	18,200.00	0.00	18,200.00	100.0%

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 1, 2019 through February 12, 2020

	Jul 1, '19 - Feb 12, 20	Budget	\$ Over Budget	% of Budget
Sale of Station 93	0.00	0.00	0.00	0.0%
Sale of Station 98	0.00	0.00	0.00	0.0%
Sale of Trucks	0.00	0.00	0.00	0.0%
Fund 49591 - Capital Outlay - Other	0.00	0.00	0.00	0.0%
Total Fund 49591 - Capital Outlay	57,414.00	0.00	57,414.00	100.0%
Station 93	0.00	0.00	0.00	0.0%
Total Income	4,609,438.43	7,473,213.33	-2,863,774.90	61.7%
Expense				
AT&T	152.30	0.00	152.30	100.0%
Auditors Direct Assessment	13,906.29	13,150.00	756.29	105.8%
Auditors PR & AP Charges	0.00	120,000.00	-120,000.00	0.0%
Auditors Tax Admin Charges	48,560.00	600.00	47,960.00	8,093.3%
Board/Mgmt Services - Fragoso	0.00	0.00	0.00	0.0%
Business Office Services	32,428.67	59,515.67	-27,087.00	54.5%
Depreciation				
Buildings & Improvements	0.00	0.00	0.00	0.0%
Equipment	0.00	0.00	0.00	0.0%
Depreciation - Other	0.00	0.00	0.00	0.0%
Total Depreciation	0.00	0.00	0.00	0.0%
Directors Fees				
Ahmad, Osh	0.00	0.00	0.00	0.0%
Jeff Ramsey	200.00	0.00	200.00	100.0%
Muniz, John	2,100.00	0.00	2,100.00	100.0%
Pimentel, Joe	0.00	0.00	0.00	0.0%
Pombo, Robert	700.00	0.00	700.00	100.0%
Reece, Pete	800.00	0.00	800.00	100.0%
Smith, Tim	2,000.00	0.00	2,000.00	100.0%
Thorning, James	0.00	0.00	0.00	0.0%
Vieira, John	700.00	0.00	700.00	100.0%
Watrous, Tiffany	0.00	0.00	0.00	0.0%
Directors Fees - Other	0.00	12,000.00	-12,000.00	0.0%
Total Directors Fees	6,500.00	12,000.00	-5,500.00	54.2%
Dues	2,455.00	0.00	2,455.00	100.0%
Elections	0.00	2,500.00	-2,500.00	0.0%
Fire Prevention	0.00	0.00	0.00	0.0%
Fund 49554				
Transfer - out	0.00	0.00	0.00	0.0%
Fund 49554 - Other	0.00	0.00	0.00	0.0%
Total Fund 49554	0.00	0.00	0.00	0.0%

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 1, 2019 through February 12, 2020

	Jul 1, '19 - Feb 12, 20	Budget	\$ Over Budget	% of Budget
Governance Services				
Bowman & Berreth LLP LAFCo	46,912.68	125,000.00	-78,087.32	37.5%
Bowman & Berreth, LLP	0.00	0.00	0.00	0.0%
Citygate - SOC	0.00	0.00	0.00	0.0%
SOC	0.00	0.00	0.00	0.0%
Citygate - SOC - Other	0.00	0.00	0.00	0.0%
Total Citygate - SOC	0.00	0.00	0.00	0.0%
Governance Services - Other	0.00	0.00	0.00	0.0%
Total Governance Services	46,912.68	125,000.00	-78,087.32	37.5%
Insurance - General Liability	20,719.00	22,000.00	-1,281.00	94.2%
Interest Expense - Engine 92	0.00	0.00	0.00	0.0%
Interest Expense - Engine 93	0.00	0.00	0.00	0.0%
Interest Expense - Station 93	0.00	0.00	0.00	0.0%
LACFo Project Manager	0.00	0.00	0.00	0.0%
Loan Issue Cost	0.00	0.00	0.00	0.0%
Engine 92	0.00	52,311.90	-52,311.90	0.0%
Engine 93	0.00	0.00	0.00	0.0%
Loan Issue Cost - Other	0.00	0.00	0.00	0.0%
Total Loan Issue Cost	0.00	52,311.90	-52,311.90	0.0%
Maintenance - Fund 49501	0.00	0.00	0.00	0.0%
Automotive	0.00	0.00	0.00	0.0%
Pump	0.00	0.00	0.00	0.0%
Station 92	0.00	0.00	0.00	0.0%
Utilities	0.00	0.00	0.00	0.0%
Station 92 - Other	0.00	0.00	0.00	0.0%
Total Station 92	0.00	0.00	0.00	0.0%
Station 94	0.00	0.00	0.00	0.0%
Backflow	0.00	0.00	0.00	0.0%
Flooring	0.00	0.00	0.00	0.0%
Plumbing	0.00	0.00	0.00	0.0%
Station 94 - Other	0.00	0.00	0.00	0.0%
Total Station 94	0.00	0.00	0.00	0.0%
Station 95	0.00	0.00	0.00	0.0%
Maintenance - Fund 49501 - Other	866.00	0.00	866.00	100.0%
Total Maintenance - Fund 49501	866.00	0.00	866.00	100.0%

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 1, 2019 through February 12, 2020

	Jul 1, '19 - Feb 12, 20	Budget	\$ Over Budget	% of Budget
Maintenance - Fund 49591				
Air Conditioning Units (2)	0.00	0.00	0.00	0.0%
Flooring	0.00	0.00	0.00	0.0%
Station 92	0.00	0.00	0.00	0.0%
Station 93	0.00	0.00	0.00	0.0%
Dishwasher	0.00	0.00	0.00	0.0%
Flooring	0.00	0.00	0.00	0.0%
Station 93 - Other	31,555.66	0.00	31,555.66	100.0%
Total Station 93	31,555.66	0.00	31,555.66	100.0%
Station 94				
Flooring	0.00	0.00	0.00	0.0%
HVAC	0.00	0.00	0.00	0.0%
Plumbing	0.00	0.00	0.00	0.0%
Station 94 - Other	400.00	0.00	400.00	100.0%
Total Station 94	400.00	0.00	400.00	100.0%
Station 95				
AirConditioning	0.00	0.00	0.00	0.0%
Station 95 - Other	0.00	0.00	0.00	0.0%
Total Station 95	0.00	0.00	0.00	0.0%
Vehicles				
Maintenance - Fund 49591 - Other	0.00	5,000.00	-5,000.00	0.0%
Total Maintenance - Fund 49591	31,955.66	5,000.00	26,955.66	639.1%
Miscellaneous				
AB1234	0.00	0.00	0.00	0.0%
CSDA - meetings	115.09	0.00	115.09	100.0%
Dues	0.00	0.00	0.00	0.0%
Insurance Reimbursement	0.00	0.00	0.00	0.0%
NCC Recovery	0.00	0.00	0.00	0.0%
Petty Cash	0.00	0.00	0.00	0.0%
Seminars	0.00	0.00	0.00	0.0%
Travel	2,291.71	0.00	2,291.71	100.0%
Vehicle Sales Tax	0.00	0.00	0.00	0.0%
Miscellaneous - Other	3,650.82	6,000.00	-2,349.18	60.8%
Total Miscellaneous	6,057.62	6,000.00	57.62	101.0%
P G & E	0.00	0.00	0.00	0.0%

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 1, 2019 through February 12, 2020

	Jul 1, '19 - Feb 12, 20	Budget	\$ Over Budget	% of Budget
Payroll Expenses				
Health Insurance	0.00	0.00	0.00	0.0%
Salaries & Wages	0.00	0.00	0.00	0.0%
Social Security/Medicare	0.00	0.00	0.00	0.0%
Payroll Expenses - Other	0.00	0.00	0.00	0.0%
Total Payroll Expenses	0.00	0.00	0.00	0.0%
Professional Services				
Attorney				
General Business	45,626.58	100,000.00	-54,373.42	45.6%
Governance	0.00	0.00	0.00	0.0%
JPA	3,759.00	38,640.00	-34,881.00	9.7%
Attorney - Other	0.00	0.00	0.00	0.0%
Total Attorney	49,385.58	138,640.00	-89,254.42	35.6%
Audited Financial Statements				
Citygate	5,975.00	5,975.00	0.00	100.0%
MHCSD Appraisal	0.00	0.00	0.00	0.0%
Well	0.00	0.00	0.00	0.0%
Professional Services - Other	0.00	0.00	0.00	0.0%
Total Professional Services	55,360.58	144,615.00	-89,254.42	38.3%
Retirement				
Miscellaneous	0.00	100,000.00	-100,000.00	0.0%
PERS	700.00	2,700.00	-2,000.00	25.9%
PERS Actuarial Study	0.00	0.00	0.00	0.0%
PERS Unfunded Liability	455,881.00	472,117.00	-16,236.00	96.6%
Retirement Buyout	142.29	100,000.00	-99,857.71	0.1%
Safety Plan	0.00	800.00	-800.00	0.0%
Retirement - Other	0.00	0.00	0.00	0.0%
Total Retirement	456,723.29	675,617.00	-218,893.71	67.6%
Special Reports				
Benefit Assessment - Fragoso	0.00	0.00	0.00	0.0%
Benefit Assessment - HdL	2,911.20	0.00	2,911.20	100.0%
Benefit Assessment - Root	0.00	5,000.00	-5,000.00	0.0%
Entity Report	1,099.81	1,200.00	-100.19	91.7%
State Controllers Report	0.00	750.00	-750.00	0.0%
Special Reports - Other	0.00	0.00	0.00	0.0%
Total Special Reports	4,011.01	6,950.00	-2,938.99	57.7%

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 1, 2019 through February 12, 2020

	Jul 1, '19 - Feb 12, 20	Budget	\$ Over Budget	% of Budget
Tracy City - JPA				
Communications	0.00	0.00	0.00	0.0%
FY 2010	0.00	0.00	0.00	0.0%
FY 2011	0.00	0.00	0.00	0.0%
FY 2012	0.00	0.00	0.00	0.0%
FY 2013	0.00	0.00	0.00	0.0%
FY 2014	0.00	0.00	0.00	0.0%
FY 2015	0.00	0.00	0.00	0.0%
FY 2016	0.00	0.00	0.00	0.0%
FY 2017	0.00	0.00	0.00	0.0%
FY 2018	0.00	0.00	0.00	0.0%
FY 2019	0.00	0.00	0.00	0.0%
Smoothing Agreement	0.00	0.00	0.00	0.0%
Tracy City - JPA - Other	27,026.45	250,000.00	-222,973.55	10.8%
Total Tracy City - JPA	27,026.45	250,000.00	-222,973.55	10.8%
Utilities	10,069.85	79,903.00	-69,833.15	12.6%
Vector Control	0.00	0.00	0.00	0.0%
Total Expense	763,704.40	1,575,162.57	-811,458.17	48.5%
Net Ordinary Income	3,845,734.03	5,898,050.76	-2,052,316.73	65.2%
Other Income/Expense				
Other Income				
Income - Reimburse - City of TR	0.00	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.00	0.0%
Other Expense				
Provisions for Contingencies				
Staton 92 Relocation	0.00	0.00	0.00	0.0%
Provisions for Contingencies - Other	0.00	0.00	0.00	0.0%
Total Provisions for Contingencies	0.00	0.00	0.00	0.0%
SSJCF A - JPA				
Fiscal Year 2018-2019				
FY2018	0.00	0.00	0.00	0.0%
Fiscal Year 2018-2019 - Other	9,584.57	0.00	9,584.57	100.0%
Total Fiscal Year 2018-2019	9,584.57	0.00	9,584.57	100.0%

11:55 AM

02/12/20

Cash Basis

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Profit & Loss Budget vs. Actual
July 1, 2019 through February 12, 2020

	Jul 1, '19 - Feb 12, 20	Budget	\$ Over Budget	% of Budget
FY2019-2020	3,868,513.78	5,803,351.00	-1,934,837.22	66.7%
SSJCF A - JPA - Other	0.00	0.00	0.00	0.0%
Total SSJCF A - JPA	3,878,098.35	5,803,351.00	-1,925,252.65	66.8%
Total Other Expense	3,878,098.35	5,803,351.00	-1,925,252.65	66.8%
Net Other Income	-3,878,098.35	-5,803,351.00	1,925,252.65	66.8%
Net Income	-32,364.32	94,699.76	-127,064.08	-34.2%

Tracy Rural County Fire Protection District

Board of Directors
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STAFF REPORT

Meeting: Regular Meeting
Date: February 18, 2020
To: Board of Directors
From: Finance Manager, Raychel Jackson; Legal Counsel, Mark Bowman
Re: Adopt Resolution 2020-8 a Reserve Fund Policy for the Tracy Rural County Fire Protection District

Recommendation

Staff recommends the Tracy Rural County Fire Protection District (District) Board of Directors adopt Resolution 2020-8, the Emergency Reserve Fund Policy of the District. Funding options include:

1. Fully funding with funds from current capital outlay account
2. Budgeting annually with a set amount
3. Budget from surplus revenue at end of fiscal year
4. A combination of the above mentioned funding options.

Executive Summary

As a participating member of the SSJCFA and corresponding with the SSJCFA adoption of financial policies, the District board must adopt financial policies, which preserve the board's fiduciary obligation as well as support the financial objectives of the SSJCFA. An emergency funding policy provides funding in the event of severe unforeseen events, providing necessary short-term stability.

Discussion

The purpose of this policy is to provide specific financial guidelines for the District to formally establish a Contingency/Emergency Reserve fund. The reserves are to mitigate the effect of unanticipated situations such as natural disasters and severe unforeseen events. Reserves also provide the District with stability in times of economic fluctuations, which are non-reoccurring and/or unanticipated. Reserves help provide for a smooth, temporary transition to prevent drastic changes in service levels caused by changes in the District's financial situation. These reserves are presented as a Committed Fund balance in the General Fund financial

statements and are adopted by resolution. The Authority may authorize the use of these reserves by declaring a Catastrophic and/or Fiscal Emergency with a four-fifths vote of the board.

The provisions within the Finance Policy will serve as a guiding document to staff and the Board of Directors in managing the reserve fund for the District. The Reserve Fund Policy includes provisions for access authority, budget documentation, controlling, funding, and accounting.

Fiscal Impact

There is no immediate cost associated with adopting the Reserve Fund Policy. The adoption of the policy will provide the Board of Directors and the staff with procedures to begin funding the reserve fund account ensuring sustainability during fiscal emergencies.

Attachments

1. Tracy Rural County Fire Protection District – Reserve Fund Policy
2. Reserve Fund Policy Resolution

Tracy Rural County Fire Protection District

Board of Directors

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TRACY RURAL COUNTY FIRE PROTECTION DISTRICT RESERVE FUND POLICY

SUBJECT: General Fund Committed Reserve Policy

DATE UPDATED: February 5, 2020

SECTION 1: PURPOSE

The purpose of this policy is for the Tracy Rural County Fire Protection District to formally establish a Contingency/Emergency Reserve fund. The reserves are to mitigate the effect of unanticipated situations such as natural disasters and severe unforeseen events. Reserves also provide the District with stability in times of economic fluctuations, which are non-reoccurring and/or unanticipated. Reserves help provide for a smooth, temporary transition to prevent drastic changes in service levels caused by changes in the District's financial situation. These reserves are presented as Committed Fund balance in the General Fund financial statements and are adopted by the District by resolution. The Authority may authorize the use of these reserves by declaring a Catastrophic and/or Fiscal Emergency with a four-fifths vote of the board.

SECTION 2: POLICY

The District is establishing reserves with the following designation:

CONTINGENCY/EMERGENCY RESERVE:

The Contingency/Emergency Reserve fund helps mitigate the effects of unanticipated situations such as natural disasters and severe unforeseen events.

The Contingency/Emergency Reserve is to be established with a target goal of 20% of the District's adopted annual budget.

The Finance Manager will first evaluate the District's financial condition and make a recommendation to the District as to the need to make contributions to the Contingency/Emergency Reserve or the possible need to access funds from the Contingency/Emergency Reserve. This action is done as part of the annual budget adoption; however, these actions can be completed at any time the District deems necessary.

Tracy Rural County Fire Protection District

Board of Directors

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The Contingency/Emergency Reserve is to be established with a target goal of 20% of the Districts adopted annual budget for expenditures and recurring transfers out. The Contingency/Emergency Reserve is intended to offset quantifiable revenue/expenditure uncertainty in the multi-year forecast thereby helping to stabilize service levels through economic cycles. The Authority should develop measures that collectively are necessary to assess fiscal sustainability.

These specific measures include:

- Projections of the major individual inflows of resources in dollars and as a percentage of total inflows of resources along with explanations of the known causes of resource fluctuations (including nonrecurring resources).
- Projections of the major individual outflows of resources by program or function in dollars and as a percentage of total outflows of resources along with explanations of the known causes of resource fluctuations.
- Projections of major individual financial obligations and total financial obligations including bonds, pensions, OPEB, and long-term contracts.
- Projections of annual debt service payments (principal and interest).
- Narrative discussion of the major intergovernmental service interdependencies that exist and the nature of those service interdependencies.

Stabilization amounts may be authorized as expended only when certain specific circumstances exist.

- 1) Revenue Risks: Revenues falling short of budget projections may cause deficits. Temporary funding may be necessary to respond to reductions in major revenues due to local, regional, and national economic downturns. This may be due to a loss in housing values a loss of key square footage, and/or other major economic factors. This may also be due to state and/or voter initiatives; including changes in legislation, revenue sources that sunset or expire, or other political impacts to revenues that are outside of the control of the District.
 - a) Projected revenue totals in aggregate are anticipated to decrease by 5% (or more) over the prior-year or decrease by 10% (or more) cumulative over three-years; excluding one-time revenue sources.
 - b) Projected revenues from a single revenue source are anticipated to decrease by 10% (or more) over the prior-year or decrease by 15% over three-years; excluding one-time revenue sources.

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-
- 2) Expenditure Risks: The District may require a source of supplemental funding for uncontrollable costs or contractually obligated costs. Such costs may include maintaining service levels.
- a) Projected expenditure totals (in aggregate) increase by 10% (or more) over the prior-year or increase by 15% over three-years; excluding one-time expenditure requests.
 - i) Examples may include: major individual financial obligations and total financial obligations including bonds or other debt payments, employee contracts, and/or long-term contracts that create a deficit budget of more than one year.
 - b) Projected expenditures from a single source are anticipated to increase by 10% (or more) over the prior-year or increase by 15% over three-years.
 - i) Examples include, but are not limited to: unanticipated increases in CalPERS retirement rates resulting from CalPERS investment performance, or changes in actuarial assumptions CalPERS might impose.
 - ii) In addition, there may be other cost increases that are beyond the District's control (e.g., various fuel and utility charges).
- 3) Structural Deficit Risk: Economic factors may create a structural deficit when revenue growth does not keep pace with expenditure growth. The District may elect to request the use the Reserve funds while a plan is developed to correct the deficit.

Need funding for an unanticipated major repair, purchase, or other maintenance charge creating a deficit of 5% of incoming revenues. The nature of these reserves are intended to stabilize the budget in the short-term to address non-routine or unanticipated changes in economic position. A regular 5-year forecast should be used to identify foreseeable changes in revenues and or expenditures. However, not all changes in economic and fiscal position are known. In those cases, the Finance Manager will first evaluate the District's financial condition and make a recommendation to District Board as the possible need to request funds from the Reserves. This action is done as part of the annual budget adoption; however, these actions can be completed at any time the Board deems necessary.

USE AND REPLENISHMENT OF RESERVES

The Fire Chief must present a report to the District Board requesting the Contingency/Emergency Reserve funds from the parent agencies and the circumstances of the Catastrophic and/or Fiscal Emergency. All uses of the Contingency/Emergency Reserve must be approved by resolution of the District with a four-fifths vote. Any such uses are to be repaid to the respective reserves over a period to be determined by the District Board at the time of usage approval, with a target repayment period of no more than three years.

Tracy Rural County Fire Protection District

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YEAR-END EXCESS REVENUE

Year-end excess and/or one-time revenue under the proposed reserves structure would remain in the District's fund balance. As part of the annual budget adoption process, or at any time the Finance Manager deems necessary, the Finance Manager may recommend whether the excess funds could be allocated to other reserves, or used as one-time funding with consideration given to economic development and/or capital projects.

Approved as to form:

Policy/Procedure approved by:

Tracy Rural County Fire Protection District

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Resolution No. 2020-8

A RESOLUTION OF TRACY RURAL COUNTY FIRE PROTECTION DISTRICT TO ADOPT A RESERVE FUND POLICY

WHEREAS, this Board recognizes the need for sound financial policies and best practices that maximize transparency and improve trust with the public in its capacity to provision fire services, and

WHEREAS, the Board recognizes the need for funds to be held in reserve for unanticipated and unforeseeable expenses, and

WHEREAS, this Board entered into an Agreement on February 20, 2018, to exercise its power to provide fire protection services within its jurisdiction through the South San Joaquin County Fire Authority, and

WHEREAS, and it is the intent of this Board to establish and adopt an Emergency Reserve Fund Policy, and

WHEREAS, the District Reserve Fund Policy requires a committed fund balance,

NOW THEREFORE, BE IT RESOLVED, the Board of Directors of Tracy Rural County Fire Protection District does approve of establishing the Reserve Fund Policy. Motion to approve was made by _____ and second was made by _____.

Motion _____.

Passed, approved, and adopted this _____ day of February, 2020.

John Muniz, Chairman of the Board

ATTEST:

Natalie Bowman, Clerk of the Board

Tracy Rural County Fire Protection District

Board of Directors

John Muniz
John Vieira
Pete Reece
Bob Pombo
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STAFF REPORT

Meeting: Regular Open Session
Date: February 18, 2020
To: Board of Directors
From: Legal Counsel, Mark Bowman

Re: Consideration of Resolution 2020-9: Hiring Consultant Firm, EPS, to Initiate and Complete an Organizational Study to Determine Revenue Loss with Detachment in Annexation Proceedings

Background

In April of 2019, San Joaquin LAFCo approved Resolution 1402, which required all future annexations from TRFD to be with detachment. This was a detour away from prior annexation proceedings; for the past 25 years annexations have taken place without detachment, which maximizes the income (through assessments only available to special districts) and financial capacity of TRFD to pay its portion of operating SSJCFA. SSJCFA is a Joint Powers Authority, a separate government entity made up of member entities, at this time, the City of Tracy and Tracy Rural County Fire Protection District. Neither the City of Tracy nor TRFD provide fire service, nor do they have any equipment, personnel, or staff. The JPA is the sole provider of fire service for Tracy and its surrounding county/unincorporated areas.

All prior MSR, financial budgets, and future planning were based on a policy of non-detachment. The City of Tracy and TRFD have protested this policy change on the grounds it will negatively impact and reduce funding for the provision of fire service to Tracy and its surrounding area. It remains unclear the extent of the fiscal impact. The change in proceedings and new LAFCo policy are currently being litigated in the San Joaquin Superior Court.

In January of 2020, the Board of Directors requested that a study be requested and produced to clarify this issue. Such a study is necessary for fiscal planning, administering its membership in SSJCFA and making informed decisions for prosecution of its case against LAFCo.

Fiscal Impact

The estimated cost from EPS is \$30-35,000. This study is not a Nexus study, nor any other regularly requested study. It is unique, based on these unforeseen and unusual circumstances imposed on the District by LAFCo's Resolution 1402. Thus, it is specifically designed and tailored to meet TRFD's question of fiscal impact. It also must incorporate and seek out data from multiple public and private entities, requiring significant time and effort by District staff.

Recommendation

Counsel recommends setting aside funds not allocated to the general budget in the sum of \$35,000 and authorize the Chair to secure EPS's services to determine the full fiscal impact of LAFCo Resolution 1402.

Tracy Rural County Fire Protection District

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Resolution No. 2020-9

A RESOLUTION OF TRACY RURAL COUNTY FIRE PROTECTION DISTRICT TO ADOPT A RESERVE FUND POLICY

WHEREAS, this Board recognizes the need for sound financial policies and best practices that will adequately provide for the future fiscal soundness;

WHEREAS, the Board recognizes the need for an accurate estimate of the San Joaquin Local Area Formation Commission's Resolution 1402's impact that reduces available income and resources for the District;

WHEREAS, this Board finds it necessary to hire an independent consulting firm to make a detailed investigation into the above-referenced issue;

WHEREAS, and it is the intent of this Board to hire the Economic Planning Systems (EPS) services in a timely manner;

NOW THEREFORE, BE IT RESOLVED, the Board of Directors of Tracy Rural County Fire Protection District does approve of the Chair of the Board authorizing hiring EPS. Motion to approve was made by _____ and second was made by _____.

Motion _____.

Passed, approved, and adopted this _____ day of February, 2020.

John Muniz, Chairman of the Board

ATTEST:

Natalie Bowman, Clerk of the Board

Tracy Rural County Fire Protection District

Board of Directors

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STAFF REPORT

Meeting: Regular Open Session
Date: February 18, 2020
To: Board of Directors
From: Legal Counsel, Mark Bowman

Re: Resolution 2020-10 Authorizing Eminent Domain Proceedings to be Presented at the February 18, 2020, Regular Open Session Meeting

Recommendation

Adopt Resolution 2020-10 of necessity authorizing the Tracy Rural County Fire Protection District to initiate eminent domain proceedings to acquire real property for the construction of a new fire station and authorizing the deposit of \$81,000.00 with the State of California condemnation deposit fund. (Ronnoco Properties of Tracy II, L.P., APN 240-090-02).

Executive Summary

In 1999, the City of Tracy Fire Department merged with the Tracy Rural Fire Protection District (the "District") forming the South County Fire Authority (now known as the South San Joaquin County Fire Authority ("SSJCFA")). The SSJCFA was created to provide fire protection services to the entire jurisdictional area of both the corporate city limits and surrounding rural community, covering approximately 167 square miles in the southern part of San Joaquin County. In 2017, in response to the growing population of Tracy and the surrounding vicinity, the SSJCFA conducted a Standards of Cover ("SOC") study, which included reviewing the adequacy of the existing deployment system from current fire station locations. The study identified that, in the near term, if best-outcome response times to all similar risk and population density neighborhoods are desired, then at least two added fire stations should be considered. One of those recommended new stations was on Valpico Road, in unincorporated San Joaquin County.

In growing communities like the City of Tracy, and the surrounding rural areas, it is a challenge to keep fire service levels consummate with growth along with all the other competing needs. Indeed, the SSJCFA's current fire and emergency medical services are limited in their ability to serve emerging growth areas in our community, and to meet best-practice response times in newly-developed neighborhoods. Several new projects in our community, including The Avenues and Tracy Hills Projects, will significantly raise the

population density in the vicinity of these projects and therefore the City, the District and the SSJCFCA must address the need for additional fire-protection services in this area. The City's 2013 Citywide Public Safety Master Plan recognized the importance of additional fire-protection services in the vicinity of Tracy Hills and the Avenues Projects, and indicates that an additional fire station is needed. In addition, the City's General Plan includes policies to ensure that adequate fire-protection services and facilities are provided to meet future growth. (Objective PF-1.1, P1, P2).

The City of Tracy prepared its Citywide Public Safety Master Plan (PSMP) and adopted a Mitigated Negative Declaration for the PSMP on April 16, 2013 by Resolution 2013-056. The PSMP contemplated the addition of a new fire station in the vicinity of the subject property.

On September 4, 2018, the City of Tracy City Council adopted a Mitigated Negative Declaration ("MND") for the Avenues Specific Plan, which included the requirement for construction of a new fire station in the vicinity of the subject property. The MND describes that, upon annexation of the Avenues Specific Plan into the City of Tracy, the area should receive a municipal level of service for fire protection. A "level of service" references particular performance standards and response times necessary to serve a given location (specifically, for a municipal level of service, 1:30 minutes for call processing, 1:00 minute for turnout time, and 4:00 minutes for travel time). To that end, the MND noted that a fire station is needed on Valpico Road, between Corral Hollow Road and Lammers Road. In fact, the 2017 SOC specifically maps a proposed fire station in the immediate vicinity of the subject property along Valpico Road.

As a result of this compelling need for additional fire-protection services in this area, the Tracy Rural Fire Protection District (the "District") proposes to acquire a portion of the subject property to serve as a new fire station location ("Fire Station"). On behalf of the District, the City of Tracy has completed an appraisal, made an offer and attempted to negotiate with the subject property owner. Despite significant efforts over many months, the property owner has not been willing to negotiate with the City or the District. A property description and map depicting the location of the Fire Station is attached to this staff report as Exhibits A and B.

The subject property owned by Ronnoco Properties of Tracy II, L.P. consists of 60.58 acres. The property is located at 12501 W. Valpico Road, and is currently being farmed. The property is located in unincorporated San Joaquin County, and is not in the City's Sphere of Influence. However, the property is in the District's territory, hence the need to obtain approval from the District's Board in order to commence the eminent domain process. The District requires 1.69 acres of the property for the Fire Station. Another portion of the same property is needed for the City of Tracy's project to construct a detention basin (Basin 3A). The City will be separately considering the adoption of a Resolution of Necessity for Basin 3A, due to the fact that the California eminent domain law allows the City to condemn property outside its city limits for drainage projects such as Basin 3A.

In order to complete the acquisition of the property in a timely manner without delaying construction of the Fire Station, the District Board is requested to adopt a Resolution of Necessity to initiate eminent domain proceedings to acquire the subject real property. However, the District will still continue working toward completing a voluntary acquisition

of the property with the property owner during eminent domain proceedings and the condemnation process. The District is authorized to initiate eminent domain proceedings for properties within its jurisdiction. See Joint Powers Agreement of the South Joaquin County Fire Authority, Section 1.4(s), and Health and Safety Code section 13861.

Discussion

The City of Tracy prepared its Citywide Public Safety Master Plan (PSMP) and adopted a Mitigated Negative Declaration for the PSMP on April 16, 2013 by Resolution 2013-056. The PSMP contemplated the addition of a new fire station in the vicinity of the subject property. In addition, the City of Tracy prepared the Final Initial Study/Mitigated Negative Declaration in connection with the Avenues Specific Plan in August 2018 (“Avenues MND”). By Resolution 2018-180 adopted September 4, 2018, the City adopted the Avenues MND. The Avenues MND contemplates construction of a new fire station on the subject property. The District will be the Responsible Agency for the purposes of acquiring the subject property for the fire station, and constructing the new fire station thereon. Pursuant to 14 CCR §15126.4, the construction of the new fire station would not cause significant environmental effects in addition to the effects caused by construction of the Avenues Specific Plan as proposed. Further, pursuant to 14 CCR §15004(b)(2)(A), if any such significant environmental impacts would result, they will be evaluated prior to final approval and construction of the fire station.

The City, the District, and their consultants have designed the Fire Station project so that a minimum amount of private property is required for acquisition.

In order to adopt a Resolution of Necessity, a total of four affirmative votes from the District Board are required. In addition, the District must find and determine as follows:

1. The public interest and necessity require the proposed project.

The South County Fire Authority’s 2017 Standards of Cover Study identifies that a new Fire Station in this location is necessary to ensure that response times in this area meet best-outcome response times in similar risk and population density neighborhoods. The City’s 2013 Citywide Public Safety Master Plan contemplate an additional fire station in this vicinity, and the City’s General Plan confirms that new residential developments will be responsible for new fire stations, as appropriate. In addition, the Avenues MND confirms that a new fire station will be required in the immediate vicinity of the subject property.

2. The proposed project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury.

To accommodate the area needed for the Fire Station, the subject 1.69 acre portion of the subject property has been selected. The area is on the western boundary of the property, along Valpico Road. The remaining portions of this agricultural property are easily accessible from Valpico Road. Damage to the remaining portion of the property does not

appear to be present as a result of the proposed acquisition. The amount of land selected (1.69 acres) is the smallest area possible to construct a Fire Station that will be capable of performing best-outcome response times.

3. The property described in the resolution is necessary for the proposed project.

In order for construction of the Fire Station to occur, the subject property described in this report must be acquired. Otherwise, there will be no land available to construct the Fire Station and comply with the South County Fire Authority's 2017 Standards of Cover Study, the City's General Plan, the City's 2013 Citywide Public Safety Master Plan, and the Avenues Specific Plan and MND.

4. That either the offer required by Section 7267.2 of the Government Code has been made to the owner or owners of record, or the offer has not been made because the owner cannot be located with reasonable diligence.

As explained previously in this report, the written offer required by California law has been provided to the affected property owner. The property owner has refused to negotiate with the District or the City. A voluntary agreement has not been possible.

The purpose of the hearing is not to determine value of the property, but to determine whether the requirements for adopting the resolution have been met. As discussed above, the project is necessary in order to complete construction of the Fire Station. The project has been carefully designed to minimize the amount of private property and easements necessary to construct the project.

Fiscal Impact

The City of Tracy, through development fees and the Joint Powers Agreement that is now the SSJCFA, is providing funding for the construction of the City Fire Station.

Recommendation

That the District adopts a Resolution of Necessity to acquire designated property located at the subject property and further authorize the deposit of amount previously stated with the State of California Condemnation Deposits fund.

**EXHIBIT A
LEGAL DESCRIPTION**

(PARCEL A)

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY,
COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, DESCRIBED AS
FOLLOWS:

A PORTION OF THE SOUTHEAST ONE QUARTER OF SECTION 31, TOWNSHIP
2 SOUTH, RANGE 5 EAST, MOUNT DIABLO BASE AND MERIDIAN AND MORE
PARTICULARLY DESCRIBED AS FOLLOWS:

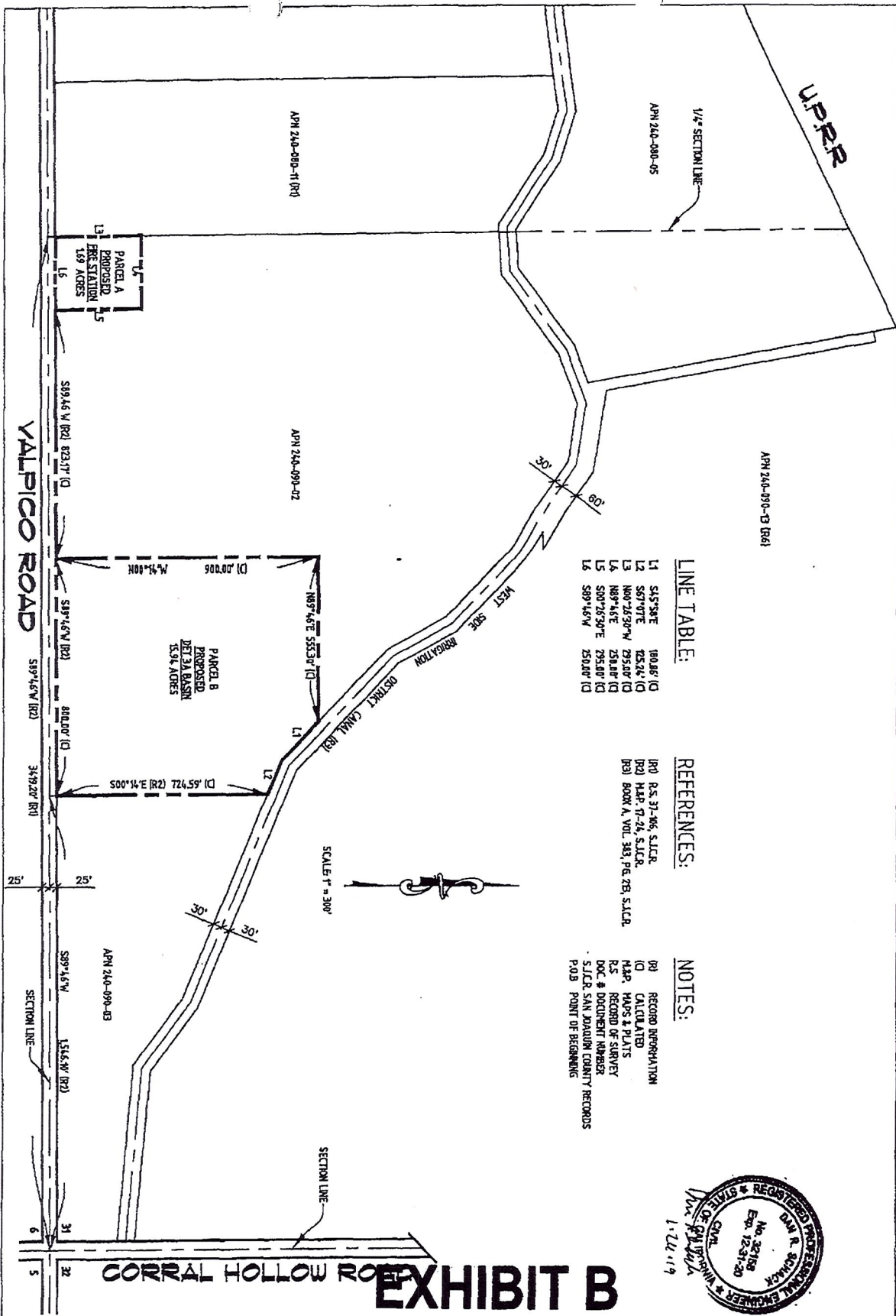
COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 31, SAID
POINT BEING AT THE INTERSECTION OF THE CENTERLINES OF VALPICO
ROAD AND CORRAL HOLLOW ROAD, AS SHOWN ON RECORD OF SURVEY,
FILED FOR RECORD OCTOBER 8, 2010, IN BOOK 37 OF SURVEYS, AT PAGE
106, SAN JOAQUIN COUNTY RECORDS; THENCE SOUTH 89 DEGREES 46
MINUTES WEST, ALONG THE CENTERLINE OF SAID VALPICO ROAD (50
FEET IN WIDTH), 3419.20 FEET TO A POINT; THENCE NORTH 00 DEGREES 14
MINUTES WEST, 25.00 FEET TO A POINT ON THE NORTH LINE OF SAID
VALPICO ROAD, SAID POINT ALSO BEING THE TRUE POINT OF BEGINNING
OF THE HEREIN DESCRIBED PARCEL OF LAND; THENCE NORTH 00
DEGREES 26 MINUTES 30 SECONDS WEST, ALONG THE ¼ (ONE-QUARTER)
SECTION LINE OF SAID SECTION 31, 295.00 FEET TO A POINT; THENCE
NORTH 89 DEGREES 46 MINUTES EAST, 250.00 FEET TO A POINT; THENCE
SOUTH 00 DEGREES 26 MINUTES 30 SECONDS EAST, 295.00 FEET TO THE
NORTH LINE OF SAID VALPICO ROAD; THENCE SOUTH 89 DEGREES 46
MINUTES WEST, ALONG THE NORTH LINE OF SAID VALPICO ROAD, 250.00
FEET TO THE POINT OF BEGINNING.

CONTAINING 1.69 ACRES, MORE OR LESS.



EXHIBIT A

EXHIBIT "C"



LINE TABLE:

L1	S45°58'E	80.86'	(R)
L2	S67°07'E	85.04'	(C)
L3	N00°26'30"W	295.00'	(C)
L4	N89°14'E	25.00'	(C)
L5	S00°28'30"E	25.00'	(C)
L6	S89°14'W	25.00'	(C)

REFERENCES:

- (R) R.S. 31-106, S.L.C.R.
- (R2) H.A.P. 7-24, S.L.C.R.
- (R3) BOON A, VOL. 343, PG. 281, S.L.C.R.

NOTES:

- (R) RECORD INFORMATION
- (C) CALCULATED
- H.A.P. H.A.S.D. PLATS
- R.S. RECORD OF SURVEY
- DOC # DOCUMENT NUMBER
- S.L.C.R. SAN JOAQUIN COUNTY RECORDS
- P.O.B. POINT OF BEGINNING

EXHIBIT B



<p>Schack & Company, Inc. Civil Engineering • Building Design • Surveying <small>1000 17th St. • 1A St. • Tracy, CA 95376 • Tel: 925-938-1100</small></p>	<p>CITY OF TRACY DET 3A LAND ACQUISITION</p>
	<p>Portion of APN 240-090-02 Valpico Road, Tracy, CA</p>
<p>Date: 01/24/19 Job: 18028 By: DW Sheet 1 of 1</p>	<p>1</p>

Tracy Rural County Fire Protection District

Board of Directors

John Muniz
John Vieira
Pete Reece
Bob Pombo
Jeff Ramsey

Natalie Bowman, Clerk of the Board
1820 W. Kettleman Ln, Ste F
Lodi, CA 95242
P: (209) 224-1940
natalie.bowman@tracyruralfire.org
www.tracyruralfire.org

Resolution No. 2020-10

RESOLUTION OF NECESSITY AUTHORIZING THE INITIATION OF EMINENT DOMAIN PROCEEDINGS TO ACQUIRE REAL PROPERTY FOR THE CONSTRUCTION OF A NEW FIRE STATION, AND AUTHORIZING THE DEPOSIT OF \$81,000.00 FOR RONNOCO PROPERTIES OF TRACY II, L.P., APN 240-090-02, WITH THE STATE OF CALIFORNIA CONDEMNATION DEPOSIT FUND

1. The Tracy Rural Fire Protection District (“District”) wishes to acquire real property described herein below for public use by the exercise of the power of eminent domain. The property is required to construct a new fire station on the above-referenced real property (“Fire Station”).

2. Pursuant to Chapter 4, Title 7, Part 3 of the Code of Civil Procedure, written notice of the intent to consider the adoption of this resolution of necessity was sent on January 31, 2020 to the owners of record of the said property.

3. The City of Tracy prepared its Citywide Public Safety Master Plan (PSMP) and adopted a Mitigated Negative Declaration for the PSMP on April 16, 2013 by Resolution 2013-056. The PSMP contemplated the addition of a new fire station in the vicinity of the subject property. In addition, the City of Tracy prepared the Final Initial Study/Mitigated Negative Declaration in connection with the Avenues Specific Plan in August 2018 (“Avenues MND”). By Resolution 2018-180 adopted September 4, 2018, the City adopted the Avenues MND. The Avenues MND contemplates construction of a new fire station on the subject property. The District will be the Responsible Agency for the purposes of acquiring the subject property for the fire station, and constructing the new fire station thereon. Pursuant to 14 CCR §15126.4, the construction of the new fire station would not cause significant environmental effects in addition to the effects caused by construction of the Avenues Specific Plan as proposed. Further, pursuant to 14 CCR §15004(b)(2)(A), if any such significant environmental impacts would result, they will be evaluated prior to final approval and construction of the fire station.

4. Due consideration of all oral and documentary evidence introduced has been given.

Now, therefore, by vote of two-thirds or more of its members, the District does find and resolve as follows:

1. The findings and declarations contained in this resolution are based upon the record before the District on February 18, 2020, when the District received and discussed the

Tracy Rural County Fire Protection District

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Staff Report accompanying this resolution, the testimony, records and documents produced at the hearing, the City of Tracy's General Plan, the City of Tracy's 2013 Citywide PSMP, the MND for the PSMP, The City's Resolution 2013-056 adopted April 16, 2013, the South San Joaquin County Fire Authority's 2017 Standards of Cover study, the City of Tracy's Avenues Specific Plan, the City of Tracy's August 2018 Final Initial Study/Mitigated Negative Declaration (MND) in connection with the Avenues Specific Plan, and the City of Tracy's Resolution 2018-180 adopted September 4, 2018, all of which are incorporated by this reference;

2. The real property to be acquired is located at 12501 W. Valpico Road in unincorporated San Joaquin County, California, consisting of portions of Assessor Parcel No. 240-090-02 and more specifically described in **Exhibits A** and **B** attached hereto and made a part hereof;

3. The property is to be acquired for the construction of the Fire Station, pursuant to the authority granted in Health and Safety Code section 13861; Title 7, Part 3 of the Code of Civil Procedure; and other provisions of law;

4. The public interest and necessity require the proposed project;

5. The proposed project is planned and located in the manner which will be most compatible with the greatest public good and the least private injury;

6. The real property described herein is necessary for the proposed project; and

7. The offer required by Section 7267.2 of the Government Code has been made to the owners of record.

Special counsel, Price, Postel & Parma LLP are hereby **AUTHORIZED AND EMPOWERED**:

To acquire in the name of the District, by condemnation, the said property in accordance with the provisions of the eminent domain law, the Code of Civil Procedure, the Health and Safety Code and the Constitution of California;

To prepare and prosecute in the name of the District, such proceedings in the proper court as are necessary for such acquisition; and

To deposit the probable amount of compensation, based on an appraisal, and to apply to said court for an order permitting the District to take immediate possession and use said property for said public uses and purposes.

Tracy Rural County Fire Protection District

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The foregoing Resolution No. 2020-10 was passed and adopted by the Tracy Rural County Fire Protection District on the 18th day of February, 2020, by the following vote:

AYES: District Board Members:

NOES: District Board Members:

ABSENT: District Board Members:

ABSTAIN: District Board Members:

IN WITNESS WHEREOF, I have hereunto set my hand and signed this 18th day of February, 2020.

Natalie Bowman, Clerk of the Board
Tracy Rural County Fire Protection District

I hereby approve this Resolution No. 2020-10 on this 18th day of February, 2020.

John Muniz, Chairman of the Board
Tracy Rural County Fire Protection District

Tracy Rural County Fire Protection District

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STAFF REPORT

TO: Board of Directors
DATE: February 18, 2020
PREPARED BY: Pat Vargas, Fire Division Chief
APPROVED BY: Randall Bradley, Fire Chief
ITEM: Amend Resolution 2020-7: Annual Replacement Funding \$200,00

RECOMMENDATION

Amend Resolution 2020-7 to reduce annual replacement fund funding to \$200,000 per year. This affects the long term strategy for funding the replacement of TRFD apparatus.

BACKGROUND

Member Agencies operating under the direction of the South San Joaquin County Fire Authority agree to, unless otherwise specified, fund the purchase and/or replace apparatus owned by each respective Member Agency. Officers of the Authority are responsible to make recommendations to each Member Agency for the purchase of apparatus.

In an effort to create consistency among all Member Agencies of the Authority and allow for long term planning, the Officers of the Authority have developed a long-term methodology for the initial purchase and replacement of apparatus and to create future cost estimates for each Member Agency.

The methodology proposed predicts apparatus purchases over a multi-year period and suggests benchmarks centered on industry standards when each apparatus is to be replaced. Accounting for annual lease payments as well as possible one time purchases.

DISCUSSION

The South San Joaquin County Fire Authority is an all-hazards fire authority. Responding to manufacturing complexes, distribution warehouses, commercial and retail, suburban residential, rural environments, and highways spread over approximately 180 square miles. Common denominators in many of the documents studied regarding apparatus replacement, included; firefighter and citizen safety, response efficiency, purchase and repair cost control, budget prediction consistency,

vehicle statute compliance, and new technology integration. In order to effectively address these common denominators a comprehensive apparatus replacement plan has been developed. This will allow Authority Officers to prepare and coordinate apparatus replacement in a timely manner. Apparatus delivery from initial design meeting to being placed into service takes approximately 18 months. An accepted methodology will provide for apparatus to be ready and placed into service before its predecessor reaches the point of unreliability.

The current edition of the NFPA Handbook, states, "In general, a 10 to 15 year life expectancy is considered normal for first line pumping engines". In some types of service, a limit of only 10 years may be reasonable for first line pumpers."

In an effort to meet the needs of the SSJCFA and its citizenry, Officers of the Authority propose this long range apparatus purchase methodology which incorporates national data, safety, time, and budget to create predictability of expenses.

FISCAL IMPACTS

The report will authorize the officers of the Authority to work with the TRCFPD financial manager using the accepted methodology to determine future apparatus acquisitions and necessary funding.

ATTACHMENTS

1. TRFD Apparatus purchase plan

SCFPD Capital Replacement Plan

	A	B	C	D	E	F	G	H	I
	Unit Number	Apparatus ID	Apparatus Type	Year	Origination Cost	Life Expt yrs	Projected Replacement	Projected Replacement	Projected Replacement
1			Tracy Rural Fire Protection District				2018/2019	2019/2020	2020/2021
2									
3									
4	9016	E94	Engine Type 1	2003	\$695,787	10		\$697,681	
5	2180	WT90	Water Tender	2005	\$200,000	25			
6	9018	E93	Engine Type 1	2015	\$650,000	10			
7	9902	B94	Engine Type 3	2016	\$400,000	15			
8		E95	Engine Type 1 - Tracy Hills		\$0	10			
9		E99	Engine Type 1 - Valpico		\$0				
10			Annual apparatus purchases					\$0	\$0
11			Annual apparatus lease payments					\$0	\$156,936
12			Apparatus annual Pre-funding					\$200,000	\$200,000
13			Fund Balance		\$0		\$200,000	\$243,064	\$292,638
14									
15									
16			Reserve Apparatus						
17	9902	E99r	Type 1 Engine Pierce 1999	1999					
18	9019	T92r	Spartan/ ALF (ladder truck)	2000					
19	9017	E93r	Engine Type 1	2008					
20									
21			Assumptions						
22			Annual Apparatus Funding \$200,000.						

SCFPD Capital Replacement Plan

	U	V	W	X	Y	Z	AA
1	Projected Replacement 2032/2033	Projected Replacement 2033/2034	Projected Replacement 2034/2035	Projected Replacement 2035/2036	Projected Replacement 2036/2037	Projected Replacement 2037/2038	Projected Replacement 2038/2039
2							
3							
4							
5							
6			\$1,173,972				
7							
8							
9							
10	\$0	\$0	\$1,173,972	\$0	\$0	\$0	\$0
11	\$0	\$0	\$0	\$0	\$0	\$0	\$0
12	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
13	-\$818,483	-\$618,483	-\$1,592,455	-\$1,392,455	-\$1,192,455	-\$992,455	-\$792,455
14							
15							
16							
17							
18							
19							
20							
21							
22							

Invoice

San Joaquin
Local Agency Formation Commission

Date: January 9, 2020
Invoice #: 150
LAFCo ID: Tracy Rural Fire v LAFCo

Agency San Joaquin
LAFCo
509 West Weber Ave, Ste 420
Stockton, CA 95203
(209) 468-3197

Bill to Tracy Rural Fire Protection District
and/or City of Tracy
1820 West Kettleman Lane, Ste F
Lodi, CA 95242
(209) 956-3516

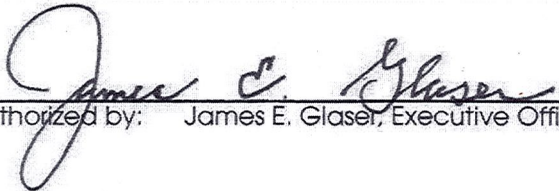
Date	Hours	Description	Price	Line Total
19-Oct-19	1.50	Request Transcript - J. Glaser Technical difficulties with Veritext opening LAFCo video link	\$225.00	\$225.00
19-Oct-19	1.00	Request Transcript -M. Stites	\$60.00	\$60.00
24-Oct-19	1.00	Review Transcript - J. Glaser	\$150.00	\$150.00
29-Oct-19	2.00	Review Transcript - J. Glaser	\$300.00	\$300.00
4-Nov-19	3.00	Prepare Record - J. Glaser	\$450.00	\$450.00
5-Nov-19	4.00	Prepare Record - J. Glaser	\$600.00	\$600.00
6-Nov-19	4.00	Prepare Record - J. Glaser	\$600.00	\$600.00
7-Nov-19	7.00	Prepare Index - J. Glaser	\$1,050.00	\$1,050.00
7-Nov-19	6.00	Prepare Index - E. Contreras	\$720.00	\$720.00
2-Dec-19	1.00	Request Transcripts - J. Glaser Review video of February and March Commission Meetings to get start time of Public Comments	\$150.00	\$150.00
18-Dec-19	8.00	Copy Documents - M. Stites	\$480.00	\$480.00
19-Dec-19	9.00	Copy Documents - M. Stites	\$540.00	\$540.00
20-Dec-19	1.00	Review Record - J. Glaser	\$150.00	\$150.00
23-Dec-19	1.50	Review transcript - J. Glaser	\$225.00	\$225.00
31-Dec-19	3.00	Review and Deliver - J. Glaser	\$450.00	\$450.00
8-Jan-20	1.00	Review Completed Record - J. Glaser	\$150.00	\$150.00
28-Oct-19		Veritext Invoice for transcripts	\$1,326.50	\$1,326.50
24-Dec-19		Veritext Invoice for transcripts	\$975.00	\$975.00
8-Jan-20		Document copies .20 per page 2430 copies	\$486.00	\$486.00
Total				\$9,087.50

* Make check payable to San Joaquin LAFCo

*Executive Officer cost at \$150.00 per hour

*LAFCo Analyst cost at \$120.00 per hour

*LAFCo Commission Clerk cost at \$60.00 per hour


Authorized by: James E. Glaser, Executive Officer

FY 2019-2020 Revenues

	Budgeted Amount	Received July 1-Dec 31	Over/Under Budget	Percent
Filing Fees	\$ 15,000	\$ 52,507	+ \$37,507	250%
County/City Contribution	445,600	445,600	0	0%
Interest	14,000	11,336	- 2,664	19%
Total	\$474,600	\$457,388	- \$34,843	7%

Expenditures

Staff Salaries/Benefits and Commission Stipends

The Commission budgeted \$469,653 for 2 full-time staff and 1 part-time Commission Clerk. As of December 31, 2019, \$161,062 or 35% of the budgeted amount has been expended. LAFCo is not fully staffed which provides savings in salaries and benefits.

Services and Supplies

The Commission budgeted \$80,703 for operating costs which includes rent, CALAFCo membership dues, annual conference costs for Commissioners and Staff, legal fees, and other miscellaneous expenses to operate the office. An additional \$200,000 is set aside for "Contract for Services" which may include Commission initiated projects such as municipal service reviews, special studies, or other unexpected projects.

FY2017-2018 Expenditures

	Budgeted	Expended July 1-Dec 31	Over/Under Budget	Percent
Legal Fees	\$ 15,000	\$ 62,166*	-\$47,166	+314%
Office Supplies	5,000	5,620	+ 620	+12%
Communications	3,000	1,329	- 1,671	-56%
CALAFCO Membership	6,249	6,780	+ 531	+8%
Rents/Leases-Copier & Usage	2,400	997	-1,403	-58%
Lease-County Computers	1,398	910	- 488	-35%
Commissioner Conference	10,068	5,289	- 4,779	-47%
Staff Conference	6,338	1,375	-4,963	-78%
Data Processing Direct Charges	4,159	3,345	-814	-20%
Auditors Payroll Charges	300	0	-300	-100%
Registrar of Voters	200	200	0	0
Recorders Fees	450	0	-450	-100%
Publications & Legal Notices	3,000	887	-2,113	-70%
Worker's Compensation Ins.	191	191	0	0
Insurance-Special Property	950	0	-950	-100%
Office Space/Utilities	22,000	10,080	-11,920	-54%
Contract for Services	200,000	0	-200,000	+65%
Total	\$280,703	\$99,169	-\$181,534	-35%

*The County recently reimbursed LAFCo \$58,000 for legal fees stemming from the matter of Tracy Rural Fire District v. LAFCo.

As of December 31, 2019, LAFCo's cash balance was \$1,143,332.

Tracy. Staff will bring the matter of the recruitment for Public Member to the Commission in February.

COMMISSIONER COMMENTS

8. Comments, Reports, or Questions from the LAFCO Commissioners

Commissioner Winn made a comment on the correspondence letter regarding the county not having fire service. There are 12 fire districts in his district alone. There is fire service in the county.

Chairman Johnson commented that CALAFCo Conference was a great opportunity to learn that what we do does matter and to get more education on LAFCo. Thank you to everyone who attended.

CLOSED SESSION

9. Open Session Disclosure Regarding Closed Session Items pursuant to Government Code Section 54957.7

10. CLOSED SESSION

A. Conference with Legal Counsel-Existing Litigation pursuant to Government Code Section 54956.9(a)

Name of Case: Pacific Gas and Electric v. San Joaquin LAFCo and South San Joaquin Irrigation District (San Joaquin County Superior Court Case No. 39-2015-00321743-CU-JR-STK)

B. Conference with Legal Counsel-Existing Litigation pursuant to Government Code Section 54956.9(a)

Name of Case: Tracy Rural County Fire Protection District v. San Joaquin LAFCo, City of Tracy Real Party in Interest. (San Joaquin County Superior Court Case No. 2019-9687)

11. Open Session Report on Closed Session pursuant to Government Code Section 54957.1

There was no Closed Session. Rod Attebery, Legal Counsel, reported public information regarding Tracy Rural County Fire Protection District v San Joaquin LAFCo. The Court ruled in favor of LAFCo for the temporary restraining order but the ruling hasn't come back regarding the preliminary injunction as of yet. Staff is working on the administrative record and once that is completed and submitted, a briefing schedule will be set. The Commission will be informed as the case progresses.

The meeting adjourned at 9:55 a.m.