



Tracy Rural County Fire Protection District

Board of Directors

Jeff Ramsey
Craig Miller
Matt Kopinski
Pete Reece
John Vieira

Clerk of the Board

Raychel Jackson

Board of Directors – Regular Meeting Agenda Tuesday, March 11, 2025 at 4:00 PM PST

Join Zoom Meeting

<https://us06web.zoom.us/j/81430280608?pwd=cxzGsLHA1BBI1wKwfskOtwmlBkVhsm.1>

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

Meeting ID: 814 3028 0608

Passcode: 775698

**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 March 11, 2025 Agenda
- 3.2 Approval of the February 11, 2025 Minutes
- 3.3 Approval of March Warrant List
- 3.4 February Monthly Check Register

4. Regular Agenda

- 4.1 Receive Information on Replacement of the SSJCFR Radio System
- 4.2 Receive Information on Developing a Strategic Plan
- 4.3 Receive Updated Information Regarding Station Maintenance Issues

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

10. Adjournment until Next Regular Session – April 8, 2025

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, February 11, 2025 4:00 PM

1. Roll Call and Pledge of Allegiance

Chairman Ramsey called the meeting to order at 4:00 pm. Pete Reece, Jeff Ramsey and Craig Miller present. John Vieira arrived at 4:26pm. Matt Kopinski absent.

2. Public Comment

No Public Comment.

3. Consent Calendar

3.1 Adoption of the February 11, 2025, Agenda

3.2 Approval of the January 14, 2025, Minutes

3.3 Approval of February Warrant List

3.4 January Monthly Check Register

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

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 Projections for Fiscal Year 2025-2026 and 5-year Forecast for Fiscal Years 2025-26 – 2029-30.

- Motion was made by Vice Chair Miller, seconded by Director Reece to Receive the HdL Coren & Cone for an Estimate of Tracy Rural Fire District's Property Tax Revenue Projections for Fiscal Year 2025-2026 and 5-year Forecast for Fiscal Years 2025-26 – 2029-30. Motion passed.

4.2 Receive Mid-Year Budget Report for Fiscal Year 2024-2025

- Motion was made by Director Reece, seconded by Vice Chair Miller to Receive Mid-Year Budget Report for Fiscal Year 2024-2025. Motion passed.

4.3 Receive Updated Information Regarding Station Maintenance Issues

- No Action Taken.

5. Committee Reports

5.1 JPA Representative Report

- Chairman Ramsey provided that the JPA cancelled the January 2025 board meeting. The next regular meeting is scheduled for February 12, 2025.

6. Informational Update

6.1 Fire Chief's Update

- Chief Bradley provided the monthly report based on the Fire Chief Update dated February 10, 2025, that was provided to the Board of Directors and staff at the meeting.

7. Public Comment

No Public Comment.

8. Board Member Comment

Vice Chair Miller provided an update on the meeting with the City regarding impact fees, noting that it is still in progress.

Chair Ramsey recommended that the Board consider preparing a strategic plan for TRFD and asked Chief Bradley to be involved, with Raychel Jackson taking the lead on initiating the setup.

9. Closed Session

No Action Taken.

10. Meeting Adjournment at 4:59 pm.

Raychel Jackson

Raychel Jackson, Clerk of the Board

February 12, 2025

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49501 -- March 11, 2025

GENERAL OPERATING FUND	AMOUNT	ACCOUNT	VENDOR #
PETE REECE 30421 KOSTER ROAD TRACY, CA 95304	\$ 488.67	6226010900	0000010849
MATT KOPINSKI 33969 S. KOSTER ROAD TRACY, CA 95304	\$ -	6226010900	0000101809
CRAIG MILLER 5336 W. DURHAM FERRY ROAD Tracy, CA 95304	\$ 162.89	6226010900	0000105820
JEFF RAMSEY 27722 S. BIRD ROAD TRACY, CA 95304	\$ -	6226010900	0000098549
JOHN VIEIRA 19700 SOUTH LAMMERS ROAD TRACY, CA 95304	\$ 162.89	6226010900	0000010852
BERRETH LAW GROUP 2020 WEST KETTLEMAN LANE, SUITE E LODI, CA 95242		6221005100 6221005120 6221005130	0000110532 GOVERNANCE Litigation
Total	\$ -		
South County Fire Authority 835 N. Central Ave Tracy, CA 95376	\$3,716,374.65	6221005110	0000094467
City of Tracy 333 Civic Center Plaza Tracy, CA 95376	\$256,689.00	6221005110	0000001142
HdL Coren & Cone 120 S. State College Blvd. Suite 120 Brea, California 92821	\$8,505.00	6238000000	0000095531
TOTAL FOR GENERAL OPERATING FUND	\$ 3,982,383.10		

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49591 -- March 11, 2025

CAO RESERVE FUND 49591	AMOUNT	ACCOUNT	VENDOR #
Community First National Bank 215 Seth Child Rd. Manhattan, KS 66502		6331000100.00 6331000100.00	. 0000102922 . 0000102922
<i>Total</i>			
Tracy Rural Fire Protection District 793 S. Tracy Blvd. #298 Tracy, CA 95376		6221017700	. 0000072682
TOTAL CAO FUND 49591	\$0.00		

SIGNATURES OF BOARD MEMBERS

PETE REECE, DIRECTOR

JOHN VIEIRA, DIRECTOR

MATT KOPINSKI, DIRECTOR

JEFF RAMSEY, CHAIR

CRAIG MILLER, VICE CHAIR

Tracy Rural Fire Protection District
Balance Sheet
 As of February 28, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
Bank of Stockton-Capital Outlay	0.00
Bank of Stockton-Operating	0.00
Bank of Stockton-Retirement	0.00
CA CLASS - Capital	1,153,961.74
CA Class - FFF	514,077.05
CA Class - Reserves	1,104,375.17
Fund 49501 - Operations	3,241,474.19
Fund 49512 - Retirement Buyout	18,893.92
Fund 49515 - Fire Facility Fees	69,301.70
Fund 49519 - Emergency Reserve	1,110,711.00
Fund 49554 - Fire Health Res	0.00
Fund 49581 - Smoothing Reserve	0.00
Fund 49591 - Capital Outlay Res	268,623.29
Petty Cash	0.00
Tri Counties Bank - Capital Improvement	196,662.16
Tri Counties Bank - Operating	577,672.49
Tri Counties Bank - Retirement Leave	5,523.02
Total Bank Accounts	\$ 8,261,275.73

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT
Cleared Transactions for All Bank Accounts
February 2025

	Transaction Type	Date	Vendor	Memo/Description	Split	Amount
CA CLASS - Capital						
	Deposit	02/28/2025		Interest Earned	CA CLASS - Capital Investment:Interest	3,894.14
Total for CA CLASS - Capital						\$ 3,894.14
CA Class - FFF						
	Deposit	02/28/2025		Interest Earned	CA Class - FFF Investment:CA Class - FFF Interest	1,734.80
Total for CA Class - FFF						\$ 1,734.80
CA Class - Reserves						
	Deposit	02/28/2025		Interest Earned	CA Class - Reserves Investment:CA Class - Reserves Interest	3,726.81
Total for CA Class - Reserves						\$ 3,726.81
Tri Counties Bank - Capital Improvement						
	Check	02/11/2025	NC Solar Construction Inc.	Solar deposit	Building Maintenance Fund:Station 3:Solar Project	-86,496.00
	Check	02/24/2025	MK Electric	install G2 speaker	Building Maintenance:Station 95	-3,384.75
	Check	02/24/2025	US Digital Design	strobe speaker	Building Maintenance:Station 95	-1,045.24
	Deposit	02/28/2025		Interest Earned	TCB Capital:Interest	8.87
Total for Tri Counties Bank - Capital Improvement						-\$ 90,917.12
Tri Counties Bank - Operating						
	Check	02/07/2025	Tri Counties Bank Credit Card		TCB Credit Card	-6,838.92
	Check	02/07/2025	Patriot Pest Managment		-Split-	-388.00
	Check	02/11/2025	City of Tracy		Utilities:Station 4	-304.95
	Check	02/11/2025	City of Tracy		Utilities:Station 5	-391.41
	Check	02/11/2025	Special District Financial Services, LLC		Business Office Services	-5,064.61
	Check	02/20/2025	Matthew Kopinski	December stipend	-Split-	-1,051.56

	Check	02/20/2025	Jeff Ramsey		Directors Fees:Jeff Ramsey	-488.67
	Check	02/21/2025	Berreth Law Group		Legal Services:General	-3,881.15
	Check	02/21/2025	Galvao and Sons, Inc.		-Split-	-571.19
	Check	02/21/2025	EcoWater Systems		Utilities:Station 3	-80.77
	Check	02/21/2025	R & S Erection	Inv. 138632 - door 3	Building Maintenance:Station 94	-399.00
	Check	02/25/2025	Delta Disposal Service		Utilities:Station 3	-240.58
	Check	02/25/2025	Cal Mutuals	Annual Membership	Insurance - General Liability	-100.00
	Check	02/28/2025		Service Charge	Service Charge	-170.17
	Deposit	02/28/2025		Interest Earned	TCB Operating:Interest	22.49
Total for Tri Counties Bank - Operating						- \$ 19,948.49
Tri Counties Bank - Retirement Leave						
	Deposit	02/28/2025		Interest Earned	TCB Capital:Interest	0.21
Total for Tri Counties Bank - Retirement Leave						\$ 0.21

Wednesday, Mar 05, 2025 08:38:50 PM GMT-8 - Accrual Basis



**Tracy Rural County
Fire Protection District**

Agenda Item 4.1

STAFF REPORT

Meeting: Regular Meeting
Date: March 11, 2025
To: Board of Directors
Prepared by: Randall Bradley, SSJCFA Fire Chief
Approved by: Jeff Ramsey, Chairperson

Re: Receive Information on Replacement of the SSJCFA Radio System

RECOMMENDATION

Action Item ___ Non-Action Item X

Receive information on the replacement of the SSJCFA Radio System.

BACKGROUND

The SSJCFA radio system enables essential radio communications between fire units; and between fire units and the dispatch center. The system consists of various radio components strategically located at fire stations, the dispatch center, Tracy Police Department, the San Joaquin River Club, and San Joaquin County Communications Tower – Schulte Road.

Components include:

- 8 Base Station/Alert Radios for Fire Stations
- 2 Primary Base Stations (SCD SOUTH and TAC 16)
- 16 Voting Receivers
- 8 Network Switches
- 5 Digital Pagers

The current system, installed in the late 1990s and early 2000s, has reached end of life and does not meet federal interoperability requirements. Manufacturers no longer support the equipment, making maintenance and repair difficult. Due to these factors, the system's reliability and functionality no longer meets public safety standards.

DISCUSSION

The necessity of replacing the radio system stems from several critical factors:

1. **Aging Infrastructure:** The system is outdated, and its components are deteriorating, leading to frequent failures and disruptions.



Tracy Rural County Fire Protection District

2. **Lack of Federal Interoperability Compliance:** The existing analog system is not P25 compliant.
3. **Coverage Challenges:** Due to the narrowing of the radio spectrum for commercial wireless communications, there are multiple areas within SSJCFA's jurisdiction where direct portable radio communication with the dispatch center is not possible. This poses a significant risk to firefighter and public safety.
4. **Transition to Fiber Optics:** In 2024, staff transitioned connectivity from AT&T's unreliable above-ground phone lines to fiber optics, improving reliability but highlighting compatibility issues with the aging analog components.
5. **Mobile and Portable Radios:** Staff successfully obtained \$800,000 in grant funding to replace all mobile and portable radios with digital radios that work across communication platforms. However, the new radios are were not sufficient to address system-wide deficiencies.

In 2020, a study estimated the cost of a full radio system replacement at approximately \$4 million. Given the financial constraints, staff pursued incremental improvements, including transitioning to fiber optics, securing grant funding for mobile and portable radios, and pursuing tower funding. However, system reliability, functionality, and coverage have deteriorated more rapidly than expected, making full replacement an urgent necessity.

Given the system's deteriorating condition, operational challenges, and significant risks to firefighter and public safety, the replacement of the SSJCFA radio system is critical and must be addressed expeditiously.

Radio Towers

The proposed funding request does not include the installation of two critical radio towers at Stations 92 and 96. These projects were approved as City of Tracy Capital Improvement Projects (CIPs) in 2018 but remain unfunded. Grant funding was recently awarded to install a radio tower at Station 93. While replacing the radio system will enhance reliability, the addition of these towers is necessary to fully resolve coverage challenges.

FISCAL IMPACTS / ATTACHMENTS

None at this time.



**Tracy Rural County
Fire Protection District**

Agenda Item 4.2

STAFF REPORT

Meeting: Regular Meeting
Date: March 11, 2025
To: Board of Directors
Prepared by: Raychel Jackson, District Clerk
Approved by: Jeff Ramsey, Chairperson

Re: Receive Information on Developing a Strategic Plan

RECOMMENDATION

Action Item ____ Non-Action Item X__

It is recommended the Board of Directors receive information on developing a strategic plan and provide staff with further direction.

BACKGROUND

TRFD is responsible for providing fire protection services to the rural areas surrounding the City of Tracy. The District has been facing increased demand for services due to population growth, environmental factors, and aging infrastructure. A strategic plan will help the District set clear objectives, prioritize resources, and create a path for growth and sustainability. A strategic plan is a vital tool for aligning the District's operations with its mission and ensuring that its efforts are focused on delivering the best possible services to the community. Establishing a strategic plan will help the District be proactive in addressing challenges and be better equipped to plan for the future needs and growth.

DISCUSSION

The development of a strategic plan for the District should involve key stakeholders, including SCFA personnel, local government officials, and community members. The goal is to outline a clear direction for the next 3-5 years, ensuring that TRFD can continue to provide effective services while addressing challenges and opportunities.

Areas to consider: Analyze staffing, response times, equipment, and facility conditions; Perform a SWOT analysis (strengths, weaknesses, opportunities, threats); Evaluate response times and resources needed to meet growing demand; Evaluate current training programs and identify skills gaps; Review current financial status and develop long-term funding strategies; and consider technological upgrades and innovations in fire services.



Tracy Rural County Fire Protection District

An important decision to make during this process is whether to hire an external facilitator to guide the planning process or to handle the development of the plan internally.

If the budget allows and the District seeks a fresh, structured approach, hiring an external facilitator can bring valuable expertise and objectivity to the process. Alternatively, the District, can keep the process in-house with engagement from the community, board members, fire personnel, and local government.

FISCAL IMPACTS

None at this time.

ATTACHMENTS

None.



**Tracy Rural County
Fire Protection District**

Agenda Item 4.3

STAFF REPORT

Meeting: Regular Meeting
Date: March 11, 2025
To: Board of Directors
Prepared by: Raychel Jackson, District Clerk
Approved by: Jeff Ramsey, 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. The following is the Building Maintenance budget for each station ending February 2025:

Station	Expenses as of 02/28/25	FY 24/25 Budget
Station 93	\$11,248.58	\$40,000.00
- Station 93 CIP	\$65,851.50	Extractor
- Solar	\$86,496.00	\$120,000.00
Station 94	\$71,288.30	\$40,000.00
- Station 94 CIP	\$87,958.83	Kitchen
Station 95	\$3,738.40	\$15,000.00

FISCAL IMPACTS / ATTACHMENTS

None.