

# 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) 331-9518  
natalie.bowman@tracyruralfire.org  
www.tracyruralfire.org

## Board of Directors – Regular Meeting Agenda Tuesday, April 28, 2020

Meeting via Phone Call – Link will be posted on website in advance and any issues accessing meeting please email Clerk at [natalie.bowman@tracyruralfire.org](mailto:natalie.bowman@tracyruralfire.org) for accommodations

1:00 PM PST

### 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

### 4. Regular Agenda

- A. Financials

### 5. Information Only Agenda

- A. Updates on Station 2, 3, 4, 5, 7, 9 (All)
- B. New Phone Number for Office
- C. Outreach Subcommittee Update
- D. Update on Special Election (Tracy Village Development)

### 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 – May 19, 2020

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## Board of Directors – Closed Meeting Agenda Tuesday, April 28, 2020

Meeting via Phone Call – Link will be posted on website in advance and any issues accessing meeting please email Clerk at [natalie.bowman@tracyruralfire.org](mailto:natalie.bowman@tracyruralfire.org) for accommodations

### 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

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. Reconvene to Regular Meeting

#### 5. Report out of Closed Meeting

#### 6. Adjournment

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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 Minutes Tuesday, March 31, 2020 Online Meeting Only 1:00 PM

### 1. Roll Call and Pledge of Allegiance

All Directors present.

### 2. Public Comment

No public comment.

### 3. Consent Calendar

Motion by Reece, seconded by Vieira. Motion passed unanimously.

### 4. Regular Agenda

- A. Financials. Motion to approve by Ramsey, second by Vieira. Motion passed unanimously.
- B. Resolution 2020-11: Motion to approve by Vieira, second by Reece. Motion passed unanimously.
- C. Resolution 2020-12: Motion to approve by Reece, second by Pombo. Motion passed unanimously.
- D. Resolution 2020-13: Motion to approve by Reece, second by Vieira. Motion passed unanimously.
- E. Resolution 2020-14: Motion to approve by Vieira, second by Pombo. Motion passed unanimously.
- F. Resolution 2020-15: Motion to approve by Vieira, second by Reece. Motion passed unanimously.
- G. Resolution 2020-16: Motion to approve by Vieira, second by Pombo. Motion passed unanimously.
- H. Ordinance 2020-01: Motion to approve by Vieira, second by Reece. Motion passed unanimously.

### 5. Information Only Agenda

Nothing to report.

### 6. Board Member Comment

No board member comments.

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

No action taken.

### 8. Public Comment

No public comment.

Signature: \_\_\_\_\_



Date: \_\_\_\_\_



*Natalie Bowman*, Clerk of the Board  
Tracy Rural County Fire Protection District  
natalie.bowman@tracyruralfire.org  
(209) 224-1940

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49501 -- April 28, 2020

GENERAL OPERATING FUND	AMOUNT	ACCOUNT	VENDOR #
JOHN MUNIZ 11931 MOUNTAIN VIEW ROAD TRACY, CA 95376	\$ 200.00	6226010900	. 0000027815
ROBERT L. POMBO 3100 MANCUSO ROAD TRACY, CA 95304	\$ 200.00	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	\$ 7,171.50 \$ 1,491.00 \$ - \$ 5,842.75	6221005100 6221005110 6221005120 6221005130	. 0000078394 JPA GOVERNANCE LAFCO
Total	\$ 14,505.25		
RAYCHEL JACKSON 1820 WEST KETTLEMAN LANE, SUITE F LODI, CA 95242	\$ 17.00 \$ 2,083.00	reimburs (postage) 6221023800	. 0000097699
Total	\$ 2,100.00		
NATALIE BOWMAN 1820 WEST KETTLEMAN LANE, SUITE F LODI, CA 95242	\$ 2,083.00	6221023800	. 0000097698
Reed Smith LLP 101 Second Street, Suite 1800 San Francisco, CA 94105-3659	\$ 2,438.80	6221005130	. 0000042598
<b>TOTAL FOR GENERAL OPERATING FUND</b>	<b>\$ 38,332.30</b>		

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT -- 49501 -- April 28, 2020

CAO RESERVE FUND 49591	AMOUNT	ACCOUNT	VENDOR #
WEST AMERICA BANK P.O. BOX 1260 SUISUN, CA 94585		6451007605 6331000100	00000027937
<b>TOTAL CAO FUND 49591</b>	<b>\$0.00</b>		

**SIGNATURES OF BOARD MEMBERS**

\_\_\_\_\_  
JOHN MUNIZ, CHAIRMAN & JPA REPRESENTATIVE

\_\_\_\_\_  
JOHN VIEIRA, DIRECTOR

\_\_\_\_\_  
BOB POMBO, DIRECTOR

\_\_\_\_\_  
PETE REECE, DIRECTOR & JPA REPRESENTATIVE

\_\_\_\_\_  
JEFF RAMSEY, DIRECTOR



**TRACY RURAL COUNTY FIRE PROTECTION DISTRICT**  
**Profit & Loss Budget vs. Actual**  
 July 2019 through March 2020

	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Bank of Stockton	250,340.40			
Other miscellaneous income	8,722.00			
Bank of Stockton - Other	259,062.40			
<b>Total Bank of Stockton</b>				
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	0.00	10,000.00	-10,000.00	0.0%
Fire Permits - Commercial Licenses, Permits, Etc - Other	4,813.00			
<b>Total Licenses, Permits, Etc</b>	4,813.00	10,000.00	-5,187.00	48.1%
<b>Other Miscellaneous income</b>				
Rural Address Markers	0.00	0.00	0.00	0.0%
<b>Total Other Miscellaneous income</b>	0.00	0.00	0.00	0.0%
<b>Other Service fees</b>				
Incidents	0.00	5,000.00	-5,000.00	0.0%
Plan Checks	0.00	25,000.00	-25,000.00	0.0%
<b>Total Other Service fees</b>	0.00	30,000.00	-30,000.00	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%
Secured	3,111,750.67	5,528,617.47	-2,416,866.80	56.3%
Special Assessments - Current	98,425.33	211,624.86	-113,199.53	46.5%
Special Assessments - Prior	737,662.44	1,315,000.00	-577,337.56	56.1%
Unsecured	35.46	0.00	35.46	100.0%
Unsecured SB813	297,843.39	302,971.00	-5,127.61	98.3%
Fund 49501 - Property Tax - Other	8,185.17	0.00	8,185.17	100.0%
	22.02	0.00	22.02	100.0%
<b>Total Fund 49501 - Property Tax</b>	4,298,802.91	7,473,213.33	-3,174,410.42	57.5%
<b>Fund 49515 - Fire Facility Fees</b>				
Interest	2,334.00	0.00	2,334.00	100.0%
Mitigation Fees	547.12	0.00	547.12	100.0%
<b>Total Fund 49515 - Fire Facility Fees</b>	2,881.12	0.00	2,881.12	100.0%
<b>Fund 49591 - Capital Outlay</b>				
Interest	39,214.00	0.00	39,214.00	100.0%



TRACY RURAL COUNTY FIRE PROTECTION DISTRICT  
Profit & Loss Budget vs. Actual  
July 2019 through March 2020

	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
<b>Rent</b>				
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			
<b>Total Rent</b>	18,200.00	0.00	18,200.00	100.0%
<b>Total Fund 49591 - Capital Outlay</b>	57,414.00	0.00	57,414.00	100.0%
<b>Total Income</b>	4,618,160.43	7,473,213.33	-2,855,052.90	61.8%
<b>Expense</b>				
Auditors Direct Assessment	13,906.29	13,150.00	756.29	105.8%
Auditors PR & AP Charges	49,464.00	120,000.00	-70,536.00	41.2%
Auditors Tax Admin Charges	0.00	600.00	-600.00	0.0%
Business Office Services	40,760.67	59,515.67	-18,755.00	68.5%
Directors Fees				
Jeff Ramsey	600.00			
Muniz, John	3,100.00	0.00	3,100.00	100.0%
Pombo, Robert	1,100.00	0.00	1,100.00	100.0%
Reece, Pete	1,200.00	0.00	1,200.00	100.0%
Smith, Tim	2,000.00	0.00	2,000.00	100.0%
Vieira, John	900.00	0.00	900.00	100.0%
Directors Fees - Other	0.00	12,000.00	-12,000.00	0.0%
<b>Total Directors Fees</b>	8,900.00	12,000.00	-3,100.00	74.2%
<b>Dues</b>	2,455.00			
Elections	0.00			
<b>Governance Services</b>		2,500.00	-2,500.00	0.0%
Bowman & Berreth LLP LAFCo	52,869.78	125,000.00	-72,130.22	42.3%
Bowman & Berreth. LLP	0.00	0.00	0.00	0.0%
<b>Total Governance Services</b>	52,869.78	125,000.00	-72,130.22	42.3%
<b>Insurance - General Liability</b>				
Interest Expense - Engine 93	20,719.00	22,000.00	-1,281.00	94.2%
Loan Issue Cost	0.00	0.00	0.00	0.0%
Engine 92	0.00	52,311.90	-52,311.90	0.0%
<b>Total Loan Issue Cost</b>	0.00	52,311.90	-52,311.90	0.0%
<b>Maintenance - Fund 49501</b>				
Station 95	0.00	0.00	0.00	0.0%
<b>Total Maintenance - Fund 49501</b>	0.00	0.00	0.00	0.0%

**TRACY RURAL COUNTY FIRE PROTECTION DISTRICT**  
**Profit & Loss Budget vs. Actual**  
 July 2019 through March 2020

	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
<b>Maintenance - Fund 49591</b>				
Station 93				
Dishwasher	0.00	0.00	0.00	0.0%
Station 93 - Other	31,239.66			
<b>Total Station 93</b>	<b>31,239.66</b>	<b>0.00</b>	<b>31,239.66</b>	<b>100.0%</b>
Station 94	400.00			
<b>Maintenance - Fund 49591 - Other</b>	<b>0.00</b>	<b>5,000.00</b>	<b>-5,000.00</b>	<b>0.0%</b>
<b>Total Maintenance - Fund 49591</b>	<b>31,639.66</b>	<b>5,000.00</b>	<b>26,639.66</b>	<b>632.8%</b>
<b>Miscellaneous</b>				
AB1234	0.00	0.00	0.00	0.0%
CSDA - meetings	115.09	0.00	115.09	100.0%
Travel	2,291.71	0.00	2,291.71	100.0%
Miscellaneous - Other	3,717.22	6,000.00	-2,282.78	62.0%
<b>Total Miscellaneous</b>	<b>6,124.02</b>	<b>6,000.00</b>	<b>124.02</b>	<b>102.1%</b>
<b>Professional Services</b>				
Attorney				
General Business	54,089.58	100,000.00	-45,910.42	54.1%
JPA	4,357.50	38,640.00	-34,282.50	11.3%
<b>Total Attorney</b>	<b>58,447.08</b>	<b>138,640.00</b>	<b>-80,192.92</b>	<b>42.2%</b>
<b>Audited Financial Statements</b>	<b>6,725.00</b>	<b>5,975.00</b>	<b>750.00</b>	<b>112.6%</b>
<b>Total Professional Services</b>	<b>65,172.08</b>	<b>144,615.00</b>	<b>-79,442.92</b>	<b>45.1%</b>
<b>Retirement</b>				
Miscellaneous	0.00	100,000.00	-100,000.00	0.0%
PERS	1,264.93	2,700.00	-1,435.07	46.8%
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	0.00	100,000.00	-100,000.00	0.0%
Safety Plan	0.00	800.00	-800.00	0.0%
<b>Total Retirement</b>	<b>457,145.93</b>	<b>675,617.00</b>	<b>-218,471.07</b>	<b>67.7%</b>

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT  
Profit & Loss Budget vs. Actual  
July 2019 through March 2020

	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
<b>Special Reports</b>				
Benefit Assessment - HdL	2,911.20	5,000.00	-2,088.80	58.2%
Benefit Assessment - Root	0.00	0.00	0.00	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	9,095.16			
<b>Total Special Reports</b>	<b>13,106.17</b>	<b>6,950.00</b>	<b>6,156.17</b>	<b>188.6%</b>
<b>Tracy City - JPA</b>	<b>27,026.45</b>	<b>250,000.00</b>	<b>-222,973.55</b>	<b>10.8%</b>
Utilities	19,719.44	79,903.00	-60,183.56	24.7%
Vector Control	35.36			
<b>Total Expense</b>	<b>809,043.85</b>	<b>1,575,162.57</b>	<b>-766,118.72</b>	<b>51.4%</b>
<b>Net Ordinary Income</b>	<b>3,809,116.58</b>	<b>5,898,050.76</b>	<b>-2,088,934.18</b>	<b>64.6%</b>
<b>Other Income/Expense</b>				
Other Expense				
SSJCFA - JPA	9,584.57	0.00	9,584.57	100.0%
Fiscal Year 2018-2019				
FY2019-2020	3,879,188.18	5,803,351.00	-1,924,162.82	66.8%
SSJCFA - JPA - Other	0.00	0.00	0.00	0.0%
<b>Total SSJCFA - JPA</b>	<b>3,888,772.75</b>	<b>5,803,351.00</b>	<b>-1,914,578.25</b>	<b>67.0%</b>
<b>Total Other Expense</b>	<b>3,888,772.75</b>	<b>5,803,351.00</b>	<b>-1,914,578.25</b>	<b>67.0%</b>
<b>Net Other Income</b>	<b>-3,888,772.75</b>	<b>-5,803,351.00</b>	<b>1,914,578.25</b>	<b>67.0%</b>
<b>Net Income</b>	<b>-79,656.17</b>	<b>94,699.76</b>	<b>-174,355.93</b>	<b>-84.1%</b>

11:31 AM  
04/22/20  
Cash Basis

TRACY RURAL COUNTY FIRE PROTECTION DISTRICT  
**Balance Sheet**  
As of March 31, 2020

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	<u>Mar 31, 20</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Bank of Stockton - Operating	206,463.93
Fund 49501 - Operations	470,390.18
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	3,448,170.37
	<hr/>
Total Current Assets	3,448,170.37
	<hr/>
<b>TOTAL ASSETS</b>	<b>3,448,170.37</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	0.00

# 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	<b>\$9,087.50</b>

\* 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