

**TUXEDO COUNTRY CLUB RURAL FIRE PROTECTION DISTRICT**

**AGENDA FOR  
BOARD OF DIRECTORS MEETING  
9:00 A.M. APRIL 12, 2023**

**3121 WEST MARCH LANE, SUITE 100  
STOCKTON, CA 95219**

**AGENDA**

1. Call to Order/Roll Call.
2. **Public Comment**. The public may comment on any matter within the District's jurisdiction that is not on the agenda.
3. **Minutes**. Approval of Minutes of March 1, 2023, meeting of the Board.
4. **Financial Report**. Presentation of Financial Status Report. Discussion and possible action.
5. **Stockton Fire Department Report / Requests / Comments**. Discussion and Possible Action on the following items:
  - a. Chief's Report.
  - b. Definition of Fire Hydrant and City of Stockton responsibility for maintenance/repair of Fire Hydrants.
6. **Unfinished Business**. Discussion and Possible Action on the following items:
  - a. District Website.
7. **New Business**. Discussion and Possible Action on the following items:
  - a. Approve Resolution 2023-04 – District Office Address Change
  - b. Approve Resolution 2023-05 – District Meeting Times/Days
  - c. Approve Resolution 2023-06 – Appointing Interim District Secretary
  - d. Approve Legal Services Agreement
8. **Correspondence**. Discussion and direction.
9. **Director Reports**. Discussion and Possible Action.
10. **Future Agenda Items**. Items for future meetings.
11. **District Bills**. Motion to Approve of Bills.
12. **District Calendar**.
13. **Adjournment**.

*This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code §54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Dianna Ruiz at 209-948-8200 during regular business hours, at least forty-eight hours prior to the time of the meeting.*

*Materials related to an item on this Agenda submitted to the Trustees after distribution of the agenda packet are available for public inspection in the office of the District Secretary at Neumiller & Beardslee, 3121 West March Lane, Suite 100, Stockton, California during normal business hours.*

**AGENDA PACKET**  
**TUXEDO-COUNTRY CLUB RURAL COUNTY FIRE PROTECTION DISTRICT**  
**MEETING OF APRIL 12, 2023**

<b><u>ITEM</u></b>	<b><u>COMMENTARY</u></b>
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- |     |                         |
|-----|-------------------------|
| 1.  | Self-explanatory.       |
| 2.  | Self-explanatory.       |
| 3.  | Please see attached.    |
| 4.  | Self-explanatory.       |
| 5.  | Self-explanatory.       |
| 6.  | Self-explanatory.       |
| 7.  |                         |
|     | a. Please see attached. |
|     | b. Please see attached. |
|     | c. Please see attached. |
|     | d. Self-explanatory.    |
| 8.  | Self-explanatory.       |
| 9.  | Self-explanatory.       |
| 10. | Self-explanatory.       |
| 11. | Self-explanatory.       |
| 12. | Please see attached.    |
| 13. | Self-explanatory.       |

# ITEM 3

**TUXEDO COUNTRY CLUB RURAL COUNTY  
FIRE PROTECTION DISTRICT  
4330 NORTH PERSHING AVENUE, SUITE B-1  
STOCKTON, CALIFORNIA 95207-6965  
(209) 956-3516**

PRESIDENT: RICK MATUSKA  
VICE PRESIDENT: RAY MADRID  
DIRECTOR: ROBERT CLARK  
CLERK: GINGER ROOT

Vice President Rick Matuska called the regular meeting of the Board of Directors of the Tuxedo Country Club Rural County Fire Protection District to order on Wednesday, March 1, 2023 at 9:00 AM in the business office, 4330 North Pershing Avenue, Suite B-1, Stockton, California.

*ROLL CALL:*

Present: President Rick Matuska, Vice President Ray Madrid, Director Robert Clark and CAO / Clerk Ginger Root  
Guest: Chief Edwards, Stockton Fire Department  
Absent:

*ADOPTION OF AGENDA:*

- With the addition of the appointment of Robert Clark, following the roll call and a quorum present, Director Ray Madrid made a motion to adopt the agenda with the addition. The motion was seconded and carried.

*APPROVAL OF MINUTES*

- January 4, 2023 meeting
  - Motion to approve – Director Ray Madrid – Seconded and carried,

*STOCKTON FIRE DEPARTMENT REPORT / REQUESTS / COMMENTS:*

- Chiefs' report – Deputy Chief Salvestrin Distributed at the meeting and attached to minutes.
  - No changes or additions
  -

*FINANCIAL REPORT:*

CD's HELD OUTSIDE THE COUNTY TREASURY:

- Central State Credit Union
  - CD – \$238,252.64 – 12/31/2022
    - Interest rate 1.49% APY – maturity date – 2/25/2023
  - Savings – \$4.09

**TUXEDO COUNTRY CLUB RURAL COUNTY  
FIRE PROTECTION DISTRICT  
MINUTES  
WEDNESDAY, FEBRUARY 1, 2023 MEETING**

PRESIDENT: RICK MATUSKA  
VICE PRESIDENT: RAY MADRID  
DIRECTOR: ROBERT CLARK  
CLERK: GINGER ROOT

*FINANCIAL REPORT:*

CD's HELD OUTSIDE THE COUNTY TREASURY:

- Valley Strong Credit Union – Total – \$225,567.40
  - Interest rate 0.1000% AP

If the interest rates increase, the Board maintains the option of moving CD's

SIGNATURES:

- Valley Strong Credit Union AND Central State Credit Union
  - Motion the Board will add a third Director, Robert Clark. Mr. Clark will sign the authorized signature for accounts payable at the February 1, 2023 meeting along with Mr. Matuska and Mr. Madrid.

DISBURSEMENTS:

- General Fund 49601 – Warrants for February 1,2022 – \$116,404.86
  - Motion to add CSDA to the bill list – seconded and carried.
  - Director Ray Madrid made a motion to sign the bill list. The motion was seconded, carried, and Directors present signed the bill list.

*DIRECTORS OR PUBLIC COMMENTS:*

- Shirts ordered for the Directors were received and the District is awaiting an invoice.

*UNFINISHED BUSINESS:*

- Website – Director Rick Matuska suggested that the District needs a website.
  - Continued discussion
  - No action taken

*NEW BUSINESS:*

- Continued membership in CSDA – on the bill list

**TUXEDO COUNTRY CLUB RURAL COUNTY  
FIRE PROTECTION DISTRICT  
MINUTES  
WEDNESDAY, FEBRUARY 1, 2023 MEETING**

PRESIDENT: RICK MATUSKA  
VICE PRESIDENT: RAY MADRID  
DIRECTOR: TBA  
CLERK: GINGER ROOT

*COMMUNICATIONS:*

- The Board asked Clerk Root to prepare a calendar of monthly duties
  - In process

*DISTRICT STATUS: – Director reports attached to minutes*

- VP Rick Matuska – 01/2023 (west) – Written report on file
  - Hydrants
    - None to report – all are in “good” order
  - Real Estate Activity
    - No homes For Rent – Same as last month
    - 5 homes For Sale – Decrease – four
    - 6 vacant properties – Increase – one
- Director Ray Madrid – dated 01/04/2023 – South area
  - Written report on file
    - Weed Abatement – No properties at this time
    - Hydrants – new
      - Canal and Country Club
      - Fraser Avenue eat Country Club
      - Delaware
      - Oxford at Franklin
      - Oxford

Page 2 of 4

**TUXEDO COUNTRY CLUB RURAL COUNTY  
FIRE PROTECTION DISTRICT  
MINUTES  
WEDNESDAY, JANUARY 4, 2023 MEETING**

PRESIDENT: RICK MATUSKA  
VICE PRESIDENT: RAY MADRID  
DIRECTOR: ROBERT CLARK  
CLERK: GINGER ROOT

- Director Ray Madrid – dated 01/04/2023 – North area
  - Written report on file
    - Weed Abatement – No properties at this time
    - Real Estate
      - Six homes For Sale
    - Three remodels in process

- Vacant homes – two listed this month
- Hydrants all I working order
- Four basketball hoops in the street
- CAO / Clerk Root – 01/04/2022
  - None

*DIRECTOR AND PUBLIC COMMENTS:*

- Info from Director Matuska
  - Sgt. Justin Ward – Sheriffs’ Department
    - Fireworks enforcement to start July 1, 2023
      - July 4<sup>th</sup> – will be enforced
      - December 31 – no enforcement, however, if there is a complaint, there will be response. Will need the name and address of the person shooting off fireworks – a civil complaint will be against the owner of the property of the offender

*FUTURE AGENDA ITEMS:*

- 

The meeting was adjourned at 10:22 AM. The next regular meeting is scheduled for Wednesday, February 1, 2023 at 9:00 AM in the Fire Districts’ business office, 4330 N. Pershing Avenue, Suite B-1.

Respectfully submitted,

Ginger Root,  
Clerk / CAO, Board of Directors, Tuxedo Country Club Rural County Fire Protection District

# ITEM 7.a



**TUXEDO COUNTRY CLUB RURAL FIRE PROTECTION DISTRICT**

**RESOLUTION 2023-04**

**RESOLUTION OF THE BOARD OF DIRECTORS OF TUXEDO COUNTRY CLUB  
RURAL FIRE PROTECTION DISTRICT CHANGING THE ADDRESS OF THE  
DISTRICT OFFICE**

WHEREAS, the Board of Directors of the Tuxedo Country Club Rural Fire Protection District ) \_\_\_\_\_ at the district offices at 3121 West March Lane, Suite 100, Stockton, California on January 9, 2023, at 2:00 p.m.; and

WHEREAS, commencing on December 27, 2022, it became probable that an atmospheric river would produce high levels of rainfall in the Sacramento San Joaquin Delta region coinciding with high tides and winds; and

WHEREAS, it is forecasted that additional and continuing storms related this series of atmospheric river systems threaten the Sacramento San Joaquin Delta region, bringing heavy rainfall, expected flooding, strong winds and wind gusts, falling debris, downed trees, and widespread power outages; and

WHEREAS, on January 4, 2023, in response to the damage caused by the recent storms, and impending forecasted storms Governor Newsom proclaimed a State of Emergency throughout California in accordance with Government Code section 8625, suspending provisions of the Government Code and Public Contract Code, including but not limited to competitive bidding requirements, to address the effects of these storms; and

WHEREAS, in response to the effects of these storms, the District's Board of Trustees (the "Board") hereby find that such conditions constitute an emergency that will not permit a delay from an advertised competitive solicitation for bids and that immediate restoration of service and repair of drainage and levee systems are necessary to respond to this emergency to protect health and safety.

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, by the Board of Trustees of Reclamation District 1614 that:

1. An emergency situation exists within the District and along the District's levees due to emergency conditions resulting from the severe storms and impending forecasted storms, which will require the District to proceed immediately with any work resulting from the storms to prevent the possible flooding of the district, and failure to its levees at the earliest possible time.
2. That any Trustee, the District Secretary, and/or District Engineer be hereby authorized and directed to acquire such materials and equipment and to enter into contracts necessary and appropriate to meet the emergency needs of the District caused by the severe storms and impending forecasted storms in accordance with the Decision Making Authority described in Resolution 2018-13.

3. This emergency shall be deemed to have commenced on January 9, 2023, and shall continue until further action of this Board.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1614 at a meeting thereof held on this 9<sup>th</sup> day of January, 2023, by the following vote, TO WIT:

AYES:

NOES:

ABSTENTION:

ABSENT:

RECLAMATION DISTRICT NO. 1614  
A Political Subdivision of the  
State of California

By: \_\_\_\_\_  
KEVIN KAUFFMAN, PRESIDENT

ATTEST:

\_\_\_\_\_  
RHONDA OLMO, SECRETARY

CERTIFICATION

I, RHONDA OLMO, Secretary of Reclamation District No. 1614, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District No. 1614 duly passed and adopted at a meeting of the Board of Trustees thereof held on the 9<sup>th</sup> day of January, 2023.

Dated: \_\_\_\_\_, 2023.

\_\_\_\_\_  
RHONDA OLMO, SECRETARY  
Reclamation District No. 1614

# ITEM 7.b

**RECLAMATION DISTRICT NO. 1614**

**RESOLUTION 2023-01**

**RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1614 DECLARING THAT AN EMERGENCY SITUATION EXISTS DUE TO FLOOD RISK AND DAMAGE RESULTING FROM SEVERE STORMS**

WHEREAS, the Trustees of Reclamation District No 1614 (“District”), of the County of San Joaquin, State of California, a regular meeting of the Board of Trustees was held at the district offices at 3121 West March Lane, Suite 100, Stockton, California on January 9, 2023, at 2:00 p.m.; and

WHEREAS, commencing on December 27, 2022, it became probable that an atmospheric river would produce high levels of rainfall in the Sacramento San Joaquin Delta region coinciding with high tides and winds; and

WHEREAS, it is forecasted that additional and continuing storms related this series of atmospheric river systems threaten the Sacramento San Joaquin Delta region, bringing heavy rainfall, expected flooding, strong winds and wind gusts, falling debris, downed trees, and widespread power outages; and

WHEREAS, on January 4, 2023, in response to the damage caused by the recent storms, and impending forecasted storms Governor Newsom proclaimed a State of Emergency throughout California in accordance with Government Code section 8625, suspending provisions of the Government Code and Public Contract Code, including but not limited to competitive bidding requirements, to address the effects of these storms; and

WHEREAS, in response to the effects of these storms, the District’s Board of Trustees (the “Board”) hereby find that such conditions constitute an emergency that will not permit a delay from an advertised competitive solicitation for bids and that immediate restoration of service and repair of drainage and levee systems are necessary to respond to this emergency to protect health and safety.

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, by the Board of Trustees of Reclamation District 1614 that:

1. An emergency situation exists within the District and along the District’s levees due to emergency conditions resulting from the severe storms and impending forecasted storms, which will require the District to proceed immediately with any work resulting from the storms to prevent the possible flooding of the district, and failure to its levees at the earliest possible time.
2. That any Trustee, the District Secretary, and/or District Engineer be hereby authorized and directed to acquire such materials and equipment and to enter into contracts necessary and appropriate to meet the emergency needs of the District

caused by the severe storms and impending forecasted storms in accordance with the Decision Making Authority described in Resolution 2018-13.

- 3. This emergency shall be deemed to have commenced on January 9, 2023, and shall continue until further action of this Board.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1614 at a meeting thereof held on this 9<sup>th</sup> day of January, 2023, by the following vote, TO WIT:

AYES:

NOES:

ABSTENTION:

ABSENT:

RECLAMATION DISTRICT NO. 1614  
A Political Subdivision of the  
State of California

By: \_\_\_\_\_  
KEVIN KAUFFMAN, PRESIDENT

ATTEST:

\_\_\_\_\_  
RHONDA OLMO, SECRETARY

CERTIFICATION

I, RHONDA OLMO, Secretary of Reclamation District No. 1614, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District No. 1614 duly passed and adopted at a meeting of the Board of Trustees thereof held on the 9<sup>th</sup> day of January, 2023.

Dated: \_\_\_\_\_, 2023.

\_\_\_\_\_  
RHONDA OLMO, SECRETARY  
Reclamation District No. 1614

# ITEM 7.c



**TUXEDO/COUNTRY CLUB RURAL COUNTY FIRE PROTECTION DISTRICT  
RESOLUTION 2023-06**

**RESOLUTION APPOINTING AN INTERIM DISTRICT SECRETARY AND  
AUTHORIZING INTERIM DISTRICT SECRETARY AS AN AUTHORIZED SIGNOR  
APPROVING TRANSACTIONS FOR DISTRICT ACCOUNT AND TO OBTAIN  
WARRANT BOOKS**

WHEREAS, California Health and Safety Code section 13853 requires that Tuxedo/Country Club Rural County Fire Protection District (“District”) Board of Directors elect one of its members, or any other person, as its secretary; and

WHEREAS, the District Board of Directors desires to appoint the Tom Terpstra as the Interim District Secretary; and

WHEREAS, the District Board of Directors desires to add Tom Terpstra as Interim District Secretary to the list of authorized signors approving transactions for the account(s) with the County of San Joaquin and any other Director approved account held at a financial institution; and

WHEREAS, the District Board of Directors desires to authorize Interim District Secretary to obtain warrant books used to authorize District transactions for the District account held with the County of San Joaquin.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The District hereby appoints Tom Terpstra as the Interim District Secretary, and
2. The District authorizes Tom Terpstra as Interim District Secretary to be added to the list of authorized signors approving transactions for the account(s) with the County of San Joaquin and all other financial institutions held by the District.
3. The District authorizes Interim District Secretary to obtain warrant books used to authorize District transactions for the District account held with the County of San Joaquin.

PASSED AND ADOPTED by the Board of Directors of Tuxedo/Country Club Rural County Fire Protection District, at a meeting thereof, held on April 12, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTION:

[SIGNATURE ON NEXT PAGE]

TUXEDO/COUNTRY CLUB RURAL COUNTY  
FIRE PROTECTION DISTRICT  
A Political Subdivision of the  
State of California

By: \_\_\_\_\_  
RICK MATUSKA  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
TOM TERPSTRA, INTERIM SECRETARY

CERTIFICATION

I, TOM TERPSTRA, Interim Secretary of Tuxedo/Country Club Rural County Fire Protection District, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Tuxedo/Country Club Rural County Fire Protection District duly passed and adopted at a special meeting of the Board of Directors thereof held on the 12th day of April, 2023.

Dated: \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
INTERIM SECRETARY, Tuxedo/Country Club  
Rural County Fire Protection District

CERTIFICATION

I, RHONDA OLMO, Secretary of Reclamation District No. 1614, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District No. 1614 duly passed and adopted at a meeting of the Board of Trustees thereof held on the 9<sup>th</sup> day of January, 2023.

Dated: \_\_\_\_\_, 2023.

\_\_\_\_\_  
RHONDA OLMO, SECRETARY  
Reclamation District No. 1614

# ITEM 12

**TUXEDO-COUNTRY CLUB RURAL COUNTY FIRE PROTECTION DISTRICT:  
MASTER CALENDAR**

**JANUARY**

**FEBRUARY**

- Send out Form 700s, remind Trustees of April 1 filing date
- Update Document Retention Policy

**MARCH**

**APRIL**

- April 1: Form 700s due

**MAY**

- Begin Preliminary Budget

**JUNE**

- Adopt Preliminary Budget
- Post Notice for Budget Hearing (H&S § 13893)
- In election years, advise Directors to contact Registrar
- In election years, deliver notice to Registrar (H&S § 10509)

**JULY**

- Board Meeting
- Approve Audit Contract for expiring fiscal year

**AUGUST**

**SEPTEMBER**

**OCTOBER**

- Adopt Final Budget

**NOVEMBER**

- Election.

**DECEMBER**

- New Director(s) take office, outgoing Director(s) term(s) end on first Friday of each odd-numbered year.

**Term of Current Board Members:**

<b>Name</b>	<b>Term Commenced</b>	<b>Term Ends</b>
Rick Matuska		
Ray Madrid		
Robert Clark		

**Fire Service Provided by City of Stockton in accordance with Contract**

- **First Wednesday of month, at 9:00 A.M.  
at the offices of:  
Neumiller & Beardslee  
3121 West March Lane, Suite 100  
Stockton, CA 95219**