



RANCHO SANTA FE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING AGENDA

Rancho Santa Fe FPD
Board Room – 18027 Calle Ambiente
Rancho Santa Fe, California 92067

June 21, 2023
1:00 pm PT
Regular Meeting

Public Comment: to submit a comment in writing, please email caccavo@rsf-fire.org and write “Public Comment” in the subject line. In the body of the email include the item number and/or title of the item as well as your comments. If you would like the comment to be read out loud at the meeting (not to exceed five minutes), please write “Read Out Loud at Meeting” at the top of the email. All comments received by 11:00 am will be emailed to the Board of Directors and included as “Supplemental Information” on the District’s website prior to the meeting. Any comments received after 11:00 am will be added to the record and shared with the members of the Board at the meeting.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 858-756-5971 ext. 1014. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during the Public Comment but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature, or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Manager of Finance and Administration’s office located at 18027 Calle Ambiente, Suite 101, Rancho Santa Fe, CA during normal business hours.

Packet documents are also posted online at www.rsf-fire.org.



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

June 21, 2023

Call to Order

Pledge of Allegiance

Roll Call

1. Presentations

- a. Rancho Santa Fe Fire District Foundation (RSFFDF) check presentations for a grant to be accepted under New Business for Barbeque at Station 3.

2. Motion waiving reading in full of all Resolutions/Ordinances

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff, or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Unfinished Business.

3. Consent Calendar

a. Board of Directors Minutes

- Board of Directors minutes of May 17, 2023

ACTION REQUESTED: **Approve**

b. Receive and File

- Monthly/Quarterly Reports for May 2023

(1) List of Demands Check 36328 thru 36402, Electronic File Transfers (EFT), and Wire Transfer(s) totaling:

\$ 143,849.11

Wire Transfer(s) totaling:

\$ 277,371.33

Payroll(s) totaling:

\$ 771,016.73

TOTAL DISTRIBUTION \$ 1,192,237.17

(2) Grant Recap

(3) Activity Reports – May 2023

(a) Operations

(b) Training

(c) Fire Prevention

ACTION REQUESTED: **Receive and File**

4. Public Comment

5. New Business

a. Grant Funding - Rancho Santa Fe Fire District Foundation (RSFFDF)

To discuss and/or accept grant funding from the RSFFDF for the purchase of a new barbeque for Station 3. **Staff Report 23-12**

ACTION REQUESTED: **Accept**



Rancho Santa Fe Fire Protection District Board of Directors

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- b. Grant Funding – San Diego Regional Fire Foundation (SDRFF)
To discuss and/or accept grant funding from the SDRFF for the purchase of Hurst E-hydraulic extrication equipment. [Staff Report 23-13](#)
ACTION REQUESTED: **Accept**
 - c. Grant Funding – San Diego Regional Fire Foundation (SDRFF)
To discuss and/or accept grant funding from the SDRFF for the purchase of Wildland Brush Jackets. [Staff Report 23-14](#)
ACTION REQUESTED: **Accept**
 - d. Force Hazard Abatement Contractor Award
To discuss and/or approve the Fire Chief to execute a service agreement with a hazard abatement contractor. [Staff Report 23-15](#)
ACTION REQUESTED: **Accept**
 - e. Fixed Charge Special Assessment for Weed Abatement
To discuss and/or approve a special assessment on Parcel Nos. 678-461-40-000, 222-131-02-00, 302-140-01-00 for nonpayment of forced abatement fees. [Staff Report 23-16](#)
ACTION REQUESTED: **Approve and deliver special assessment for nonpayment of fees to the County of San Diego**
6. Resolutions/Ordinance
- a. Resolution No. 2023-07
To discuss and/or adopt the Resolution *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District to Participate in the County of San Diego Fire Mitigation Fee Program for Fiscal Year 2023-2024 and Adopt a Capital Improvement Plan for the Use of Fire Mitigation Fee Revenue. [Staff Report 23-17](#)
ACTION REQUESTED: **Adopt (roll call)**
7. Old Business
- a. Preliminary Budget FY23/24
To discuss and/or approve the preliminary budget for the next fiscal year and schedule a public hearing for final adoption. [Exhibit A](#)
ACTION REQUESTED: **Approve (roll call) and set first public hearing for July 19, 2023**
8. Oral Report
- a. Fire Chief
 - b. Operations
 - c. Training
 - d. Fire Prevention
 - e. Human Resources, Finance & Board Clerk
 - f. Board of Directors
 - I. North County Dispatch JPA – Update
 - II. County Service Area – 17 – Update
 - III. Rancho Santa Fe Fire District Foundation - Update
 - IV. Director Comments



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

June 21, 2023


9. Adjournment

The next regular Board of Directors meeting to be held on July 19, 2023, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

CERTIFICATION OF POSTING

I certify that on June 16, 2023, a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on June 16, 2023:



Alicea Caccavo
Board Clerk

Rancho Santa Fe Fire Protection District

Regular Board of Directors Meeting

Minutes May 17, 2023



These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were considered.

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:06 pm.

Pledge of Allegiance

Retired Fire Chief Frank Twohy led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Tanner

Directors Absent: Stine

Staff Present: Fire Chief Dave McQuead; Deputy Chief Brian Slattery; Deputy Fire Marshal Conor Lenehan; Battalion Chief Mickelson; Training Officer Luke Bennett; and Manager, Finance & Administration/Board Clerk Alicea Caccavo

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

1. Presentations

a. Rancho Santa Fe Fire District Foundation (RSFFDF) check presentations for grants accepted at the April 19th regularly scheduled meeting:

i. VHF Radios

ii. ATV

Retired Fire Chief Twohy and Jack presented staff with a check from the foundation for the Radios and ATV purchases. Directors commented on the importance of the relationship between the District and the Foundation.

2. Motion waiving reading in full of all Resolutions/Ordinances

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

3. Consent Calendar

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept the consent calendar as presented.

a. Board of Directors Minutes

- Board of Directors minutes of April 19, 2023

b. Receive and File

- Monthly/Quarterly Reports for April 2023

(1) List of Demands Check 36207 thru 36327, Electronic File Transfers (EFT), and Wire Transfer(s)

totaling: \$ 424,663.77

Wire Transfer(s) totaling: \$ 88,646.38

Payroll(s) totaling: \$ 657,282.53

TOTAL DISTRIBUTION \$ 1,170,592.68

(2) Grant Recap

(3) Activity Reports – April 2023

(a) Operations

(b) Training

(c) Fire Prevention

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes May 17, 2023



4. **Public Comment**

Scott Sutherland and JP Theberge of the Elfin Forest Town Council donated \$10,000 to the Rancho Santa Fe Fire District Foundation for the District.

5. **New Business**

a. **Preliminary Budget FY 23/24**

To discuss the preliminary budget. Handout

Manager Caccavo reported that the preliminary budget is still currently under review and will be presented at the next regularly scheduled board meeting on June 21st.

b. **Article XIIIB California Constitution Appropriation Limit**

To discuss and/or approve the change in population for the Rancho Santa Fe Fire Protection District appropriations limit. Staff Report 23-11, Price Factor and Population Letter for 2023

Manager Caccavo reported that this is an annual calculation used to ensure the District does not exceed the appropriations limit set by State and Local governments based on population and changes in cost of living. She recommended that the Board of Directors select the formula for option one (1) to calculate the District's new appropriation limit for the 2023/2024 fiscal year.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept staff's recommendation for calculation of the District's appropriations limit.

6. **Resolutions/Ordinance**

a. **Resolution No. 2023-03**

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2023/2024 Appropriations of Tax Proceeds for the Gann Limit.

Manager Caccavo reported that this is an annual item, the resolution that demonstrates the District continues to be under the Gann Limit.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and ADOPTED the Resolution entitled "Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2023/2024 Appropriations of Tax Proceeds" on the following roll call vote:

AYES: Ashcraft, Hillgren, Malin, Tanner

NOES: None

ABSENT: Stine

ABSTAIN: None

b. **Resolution No. 2023-04**

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Setting Benefit Charges for Fiscal Year 2023/2024.

Manager Caccavo informed the Board that this resolution required by the County of San Diego must be renewed annually. If adopted, the special tax will continue at \$10.00 per benefit unit for FY23/24.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, to ADOPT the Resolution entitled "Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection Setting Benefit Charges for fiscal year 23-24" on the following roll call vote:

AYES: Ashcraft, Hillgren, Malin, Tanner

NOES: None

ABSENT: Stine

ABSTAIN: None

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c. Resolution No. 2023-05

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Levies for Special Taxes to be collected on the Tax Roll for Fiscal Year 2023/2024.

Manager Caccavo informed the Board that this resolution required by the County of San Diego must be renewed annually to continue the collection of the voter approved special assessment in the tax rate areas within the Elfin Forest/Harmony Grove reorganization. This assessment has a built-in cost of living increase that is 7.71% for FY23/24. If adopted, the special assessment will be \$191.11 per benefit unit for FY23/24.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, to ADOPT the Resolution entitled "Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection Adopting Levies for Special Taxes to be collected on the Tax Roll for Fiscal Year 2023/2024" on the following roll call vote:

AYES: Ashcraft, Hillgren, Malin, Tanner

NOES: None

ABSENT: Stine

ABSTAIN: None

d. Resolution No. 2023-06

To adopt a Resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District and Designation of Applicant's Agent Resolution for Non-State Agencies.

Manager Caccavo informed the Board that the District's Board of Directors must identify individuals who can sign on behalf of the Fire District to obtain financial assistance from the State Office of Emergency Services for matters such as state disaster assistance.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, to ADOPT the Resolution entitled "A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District and Designation of Applicant's Agent Resolution for Non-State Agencies." on the following roll call vote:

AYES: Ashcraft, Hillgren, Malin, Tanner

NOES: None

ABSENT: Stine

ABSTAIN: None

7. Oral Report

- a. Fire Chief: Chief McQuead reported that an Open House was held on May 13th at Station 6. The Fire Mitigation Fee increase went before the County of the Board of Supervisors and will be effective 7/1/2023. Joan Jones of the San Diego Regional Fire Foundation (SDRFF) notified the District that County Supervisor Terra Lawson-Remer has approved \$7,300 towards brush jackets. Ms. Lawson-Remer has also approved \$20,000, which in addition to the SDRFF donation of \$5,000, will go towards the purchase of auto extrication tools. Captain McVey received \$1000 as a thank you for a medical aid and was hoping to use for a new barbeque for Station 3. Rotary club was happy with the appreciation dinner and are planning on doing it again next year.
- b. Operations: Chief Slattery reported that Chief Sherwood will be retiring on July 12th. Interviewing for B/C, Captain, and Engineer positions. AMR has new contract effective April 1st and has new white ambulances. Media event called High Low Warning in reference to evacuations installed in police vehicles that gives off a siren to let residents know it's time to evacuate. In addition, the District will be utilizing software called Zone Haven to map zones for evacuation, reducing time frames from 1 hour to 10 minutes to get the word out. County wildland drill was held on the 20-year anniversary of the Cedar Fire. Chief Slattery summarized his report and described recent incidents. Next week is EMS recognition and appreciation week.
- c. Training: Chief Bennett reported on the current academy's running. The District hosted the fire academy at Palomar. Crews are currently participating in battery hazard classes. Chief Bennet presented pictures

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Regular Board of Directors Meeting

Minutes May 17, 2023



of the testing. Attended CalJAC conference. The District hosted State Fire Marshal 1B, and the crews participated in a cadaver lab at Scripps.

- d. Fire Prevention: Deputy Fire Marshal Lenehan reviewed the report. He reported that 89 plan reviews were completed; weed abatement notices are being sent out by the District. Received 2 applications for the weed abatement contractor to be used by the District. Deputy Fire Marshal Lenehan answered questions from the Board.
- e. Human Resources, Finance & Board Clerk: The CalPERS Educational Forum is being held in Los Angeles on 10/2 through 10/14/2023. The finance committee meeting is planned for 6/13 at 0900 hours. On 5/22 have a kickoff call with Caselle for the new governmental accounting program.
- f. Board of Directors
 - I. North County Dispatch JPA – next meeting 5/24/2023
 - II. County Service Area – 17 – Chief Slattery reported that they have a new interactive tool that indicates that the trends are going down on funding. Chief Twohy reported that revenues are good even though the contract price went up. He summarized the meeting and answered questions from the board. The next meeting is August 1st.
 - III. Rancho Santa Fe Fire District Foundation – Chief Twohy conveyed his appreciation for the donation from the town council.
 - IV. Director Comments:
 - (1) Ashcraft – none
 - (2) Malin – none
 - (3) Tanner – received the fourth implant; there are lots of weeds in the neighborhood, hoping that the weed abatement letters are being received.
 - (4) Hillgren – discussions on artificial intelligence and its potential impact on Health and Safety.

2:43pm Adjourned to Closed Session

7. Closed Session

- a. California Government Code §54957 – Public Employee Performance Evaluation
Title: Fire Chief

3:53pm Reconvened to Open Session

Upon reconvening to open session, President Ashcraft announced that the Board had given direction; no action taken.

5. Adjournment

Meeting adjourned at 3:55pm

Alicea Caccavo
Board Clerk

James H. Ashcraft
Board President

Check No.	Amount	Vendor	Purpose
36328	\$250.00	Carranza, Kyle	CSA-17 Contract
36329	\$250.00	McVey, Craig A	CSA-17 Contract
36332	\$135.00	Aair Purification Systems	Building RSF1
36333	\$1,222.50	Advanced Communication Systems Inc	Radios
36334	\$145.00	B & B Appliance Service Dept	Building RSF2
36335	\$1,770.00	C.A.P.F.	Disability Ins Short & Long
36336	\$2,392.96	Duthie Electric Svc Corp	Generator
36337	\$886.00	Hanna Plumbing & Supply	Building RSF4
36338	\$525.00	K & M Pest Solutions	Building: Admin & All Stations
36339	\$2,035.35	SC Commercial LLC	Fuel: Gasoline & Diesel
36340	\$11,443.72	SDG&E	Utilities: Admin, RSF1, RSF3, RSF4, RSF5
36341	\$127.21	Shred it Stericycle	Office Expenses
36342	\$900.00	State of CA DIR	Elevator
36343	\$5,100.00	TIP of San Diego County	T.I.P. Program Annual Invoice
36344	\$346.50	Across the Street Productions	Subscriptions & Memberships
36345	\$621.00	Advanced Communication Systems Inc	Radios
36346	\$1,208.96	All Star Fire Equipment, Inc.	PPE
36347	\$669.87	Allstar Water Systems Inc	Building RSF4
36348	\$404.83	AT&T	Utilities: RSF1, RSF2, RSF3, RSF5
36349	\$1,770.00	C.A.P.F.	Disability Ins Short & Long
36350	\$116.99	Charter Communications Holdings, LLC	Utilities Admin
36351	\$608.50	Diamond Environmental Svcs, LP	Weed Abatement Services
36352	\$6,140.00	Endsight LLC	Consulting Services - IT Services
36353	\$257.38	Hanna Plumbing & Supply	Building RSF4
36354	\$845.01	Lincoln National Life Ins Co	Life Insurance/EAP
36355	\$7,413.20	MES California	Fire Hose, Nozzles & Supply
36356	\$116.50	Nationwide Medical Surgical Inc	CSA-17 Contract
36357	\$511.55	North County Communications & Cablin	Building RSF6
36358	\$180.92	Olivenhain Municipal Water District	Utilities RSF6
36359	\$2,087.22	SC Commercial LLC	Fuel: Gasoline & Diesel
36360	\$70.00	SDCFCA	Meetings & Special Events
36361	\$2,498.27	SDG&E	Utilities RSF2
36362	\$1,872.72	ThyssenKrupp Elevator Inc	Elevator
36367	\$925.00	Accme Janitorial Service Inc	Building Admin
36368	\$776.29	American Medical Response Inc	CSA-17 Contract
36369	\$599.00	APCD	Permits

Check No.	Amount	Vendor	Purpose
36370	\$288.75	Armanino Solutions, LLC	Consulting Services - Financial
36371	\$69.55	AT&T	Utilities RSF6
36372	\$2,319.01	AT&T Calnet 2/3	Utilities: Admin & All Stations
36373	\$1,530.05	California Paramedic Foundation	CSA-17 Contract
36374	\$1,265.58	Charter Communications Holdings, LLC	Utilities: Admin, RSF4
36375	\$436.59	Cintas Corporation No 2	Foam & Extinguishers
36376	\$812.45	Computer & Peripherals Group, Inc.	Computers/Printers
36377	\$3,549.50	County of SD/RCS	800 MHz Network Admin Fees, Dispatching
36378	\$568.27	Cox Communications	Utilities: RSF2, RSF3, RSF5
36379	\$2,280.22	Direct Energy Business-Dallas	Utilities RSF1
36380	\$130.88	Dish	Utilities RSF6
36381	\$563.66	EDCO Waste & Recycling Inc	Utilities: RSF5, RSF6
36382	\$3,606.60	Eide Bailly LLP	Consulting Services - Financial
36383	\$12,237.25	Fire Catt, LLC	Fire Hose, Nozzles & Supply
36384	\$1,180.00	Fitch Law Firm Inc	Legal Services
36385	\$351.25	Global Door & Gate Inc.	Building RSF2
36386	\$350.00	Industrial Commercial Systems, Inc.	Building Admin
36387	\$155.34	Konica Minolta Business Inc	Copier Maintenance Contract
36388	\$1,675.28	Olivenhain Municipal Water District	Utilities: RSF2, RSF3, RSF4
36389	\$179.50	Race Telecommunications, Inc	Utilities RSF1
36390	\$483.55	Rincon Del Diablo Municipal Water Di	Utilities RSF5
36391	\$787.50	Roadone	Apparatus
36392	\$120.00	RSF Mail Delivery Solutions	Office Expenses
36393	\$92.00	San Diego Union-Tribune, LLC	Subscriptions & Memberships
36394	\$5,565.52	SC Commercial LLC	Fuel: Gasoline & Diesel
36395	\$1,387.86	SDG&E	Utilities RSF6
36396	\$225.00	State of CA DIR	Elevator
36397	\$400.00	Streamline	Website Redesign
36398	\$300.00	The Red Cape Company, LLC	Subscriptions & Memberships
36399	\$6,401.15	ThyssenKrupp Elevator Inc	Elevator
36400	\$16,510.30	U S Bank Corporate Payment System	Cal-Card./IMPAC program
36401	\$2,814.12	Waste Management Inc	Utilities: RSF1, RSF2, RSF3, RSF4
36402	\$7,500.00	WinTech Computer Services	Consulting Services - IT Services
EFT000000000837	\$250.00	Schieber, Michael	CSA-17 Contract
Various	\$10,239.93	Medical Reimbursements	
	\$143,849.11		

Rancho Santa Fe Fire Protection District

Check No.	Amount	Vendor
ACH Transfer	\$183,446.59	CalPERS
ACH Transfer	\$93,924.74	CalPERS
Subtotal	\$277,371.33	

5/15/2023	\$386,217.22	Payroll
5/31/2023	\$384,799.51	Payroll
Subtotal	\$771,016.73	

Total	\$1,192,237.17	
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List of Demands - May 2023

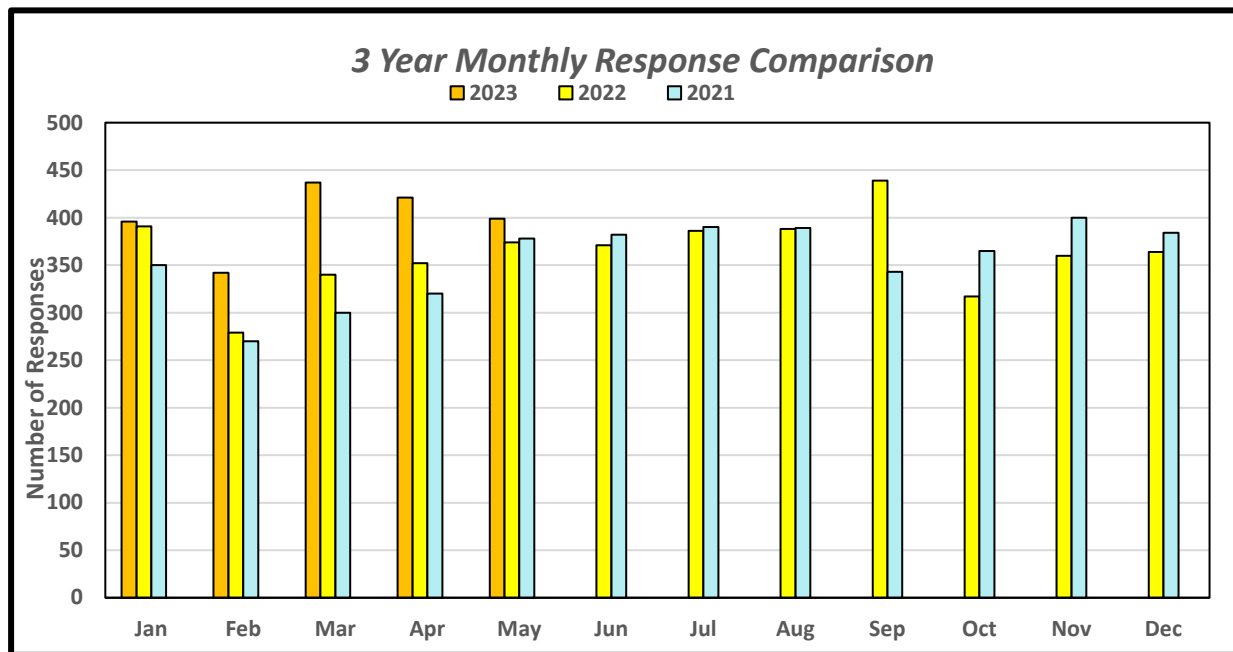
Purpose
April 2023 Retirement
June 2023 Health

RSF Grant Re-Cap

Status	Date Submitted	Agency/Grantor Name	Description / Items Requested	Amount Requested	Total Received	Notes:
ACTIVE	9/30/2021	FEMA	Covid Forced Labor OT	\$ 93,084.25		RFI completed 8/2022. Under eligibility review.
ACTIVE	9/7/2021	UASI FY19	Rescue Systems 1	\$ 7,705.26		2/7/23 - On follow up, UASI had no record of submission. Resubmitted application.
ACTIVE	7/6/2022	UASI FY20	Training; L-954 Course	\$ 17,000.00		2/7/23 - On follow up, UASI had no record of submission. Resubmitted application.
ACTIVE		UASI FY21	Fresno Symposium & Rescue Systems 1	\$ 15,196.00		4/8/22 Approved. Pending disbursement.
ACTIVE		UASI FY22	Fresno Symposium	\$ 15,000.00		Award letter received.
ACTIVE	9/29/2022	UASI FY23	Training	\$ 89,098.86		Pending approval.
ACTIVE	8/1/2022	Coastal Conservancy	Escondido Creek/San Marcos Defensible Space/Roadway Clearance	\$ 325,864.00	\$325,864.00	Elfin Forest/Harmony Grove Clean Up; Collaborating w/UrbanCorp, San Marcos Fire and Escondido Fire; 3 year grant - 1/2023-12/2025; Financials going through UrbanCorp.
ACTIVE	5/12/2020	FEMA	Vegetation Management	\$ 18,000.00	\$ 170,000.00	Check received. Utilizing funds for Via Ambiente Roadway Clearance; Work completed and payment in process.
AWARDED	10/15/2021	CSDA (CA Special Districts)	COVID-19; Staffing and Supplies	\$ 6,163,371.00	\$ 1,154,981.00	Check received. Audit set to be completed by 5/2023.
ACTIVE	5/15/2023	SD Regional Fire Foundation	55 Wildland Brush Jackets	\$ 7,380.00		Pending approval.
CLOSED	1/30/2021	OTS	Struts, Airbags, Circ. Saw (Extrication)	\$ 15,181.23	\$ 15,181.23	Check received; Final Quarterly report provided to OTS. Process is officially closed.
CLOSED	6/1/2022	SD Regional Fire Foundation	Mental Health Program Support	\$ 3,000.00	\$ 3,000.00	Check received. Presentation given at prior Board Meeting. Process is officially closed.
CLOSED	3/11/2021	DEPT OF THE TREASURY (ARPA)	COVID-19 Recovery Funds	\$ 329,000.00	\$ 329,000.00	5/12: All documentation submitted to County & approved; Check received. Process is officially closed.
CLOSED	3/31/2022	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Nathan Sanford accepted. Process is officially closed.
RSF Fire District Foundation						
	12/7/2021	RSF Foundation	Forcible Entry	\$ 8,905.00	\$ 8,905.00	(1) Multi-Force Door (Forcible Entry Door Simulator).
	9/21/2021	RSF Foundation	GIA Wellness	\$ 8,537.50	\$ 8,537.50	50/50 split with the District for pendants, cell guards for Staff and harmonizers for each facility.
	8/19/2021	RSF Foundation	UVC Air Disinfecting	\$ 1,000.00	\$ 1,000.00	10 UVC LED Disinfecting Air Purifiers.
	8/19/2022	RSF Foundation (Sharon McDonald)	E-Hydraulic Extrication Tools	\$ 45,000.00		Pending approval.
	2/22/2023	RSF Foundation	Station 6 Improvements	\$ 203,000.00		Approved.
	4/1/2023	RSF Foundation (Sharon McDonald)	ATV/Radios	\$ 500,000.00		Approved.
	6/16/2023	RSF Foundation	RSF3 Barbecue	\$ 1,000.00		Pending approval.
						Change since previous re-cap

Rancho Santa Fe Fire Protection District Operations Report

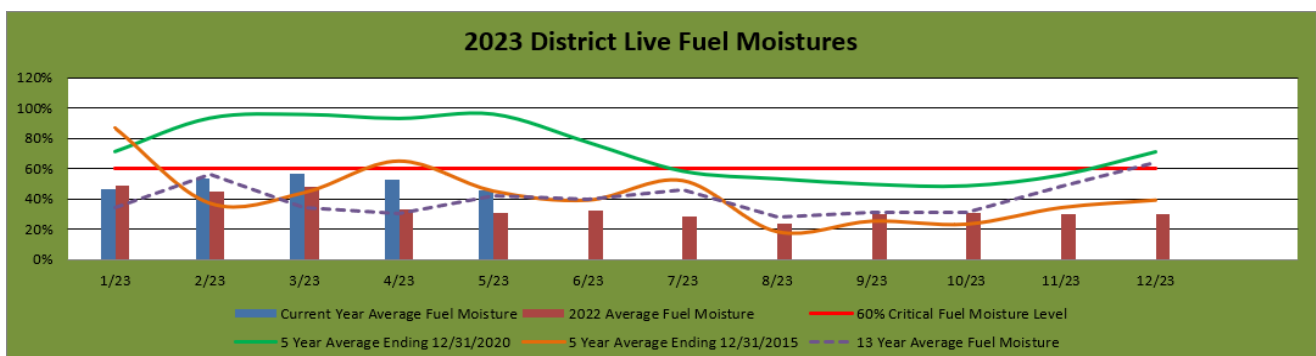
June 2023



3 Year Call Volume Tracker:

2023		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	396	342	437	421	399								1,995
	YTD	396	738	1175	1596	1995								
2022		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	391	279	340	352	374	371	386	388	439	317	360	364	4,361
	YTD	391	670	1010	1362	1736	2107	2493	2881	3320	3637	3997	4361	
2021		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	350	270	300	320	378	382	390	389	343	365	400	384	4,271
	YTD	350	620	920	1240	1618	2000	2390	2779	3122	3487	3887	4271	

Monthly Fuel Moisture:



Rancho Santa Fe Fire Protection District Operations Report

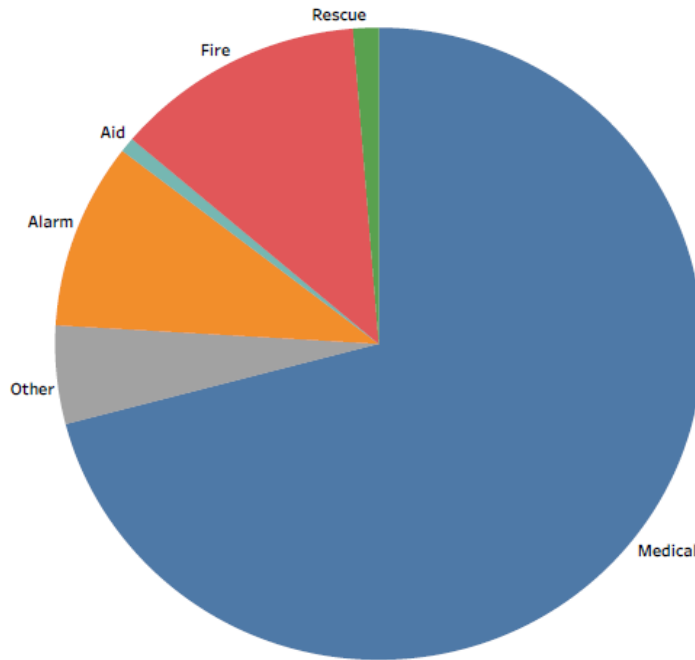
June 2023

Monthly Incidents

Assigned Incidents for RANCHO SANTA FE FPD
May 2023

Agency
RANCHO SANTA FE FPD

Month and Year
May 2023



Medical	283 incidents / 70.93%
Fire	50 incidents / 12.53%
Alarm	38 incidents / 9.52%
Aid	3 incidents / 0.75%
Rescue	5 incidents / 1.25%
Other	20 incidents / 5.01%
Grand Total	399 incidents / 100.00%

Problem Category

- Medical
- Other
- Alarm
- Aid
- Fire
- Rescue

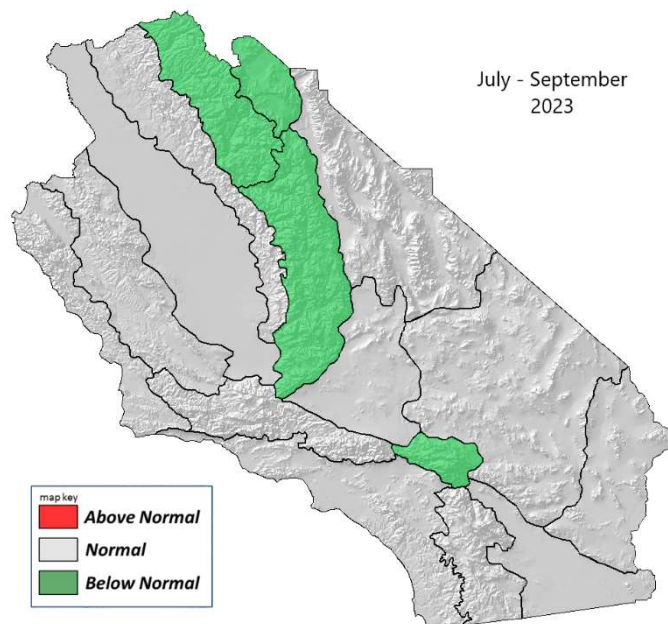
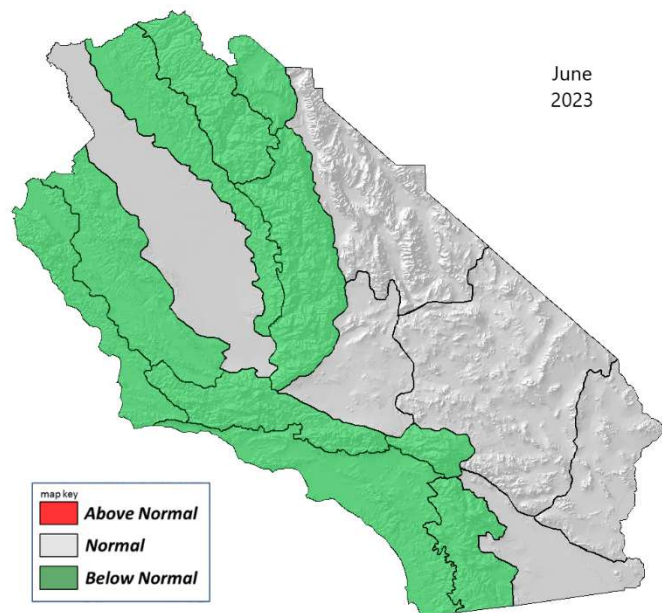
Assigned incidents for all RANCHO SANTA FE FPD units.

Significant Incidents:

Date:	Incident:	Units Assigned:
5/27/2023	<u>Commercial Struct. Fire (sprinklered)</u> 16945 Camino San Bernardo (Hawthorne)	E262, E264, B261, E42
5/23/2023	<u>Edco CNG Trash Truck Fire</u> Aliso Canyon Rd	E261, E263, E264, B267

Covid-19 Agency Status:

	Positive
Fire Suppression Personnel	0
Administration and Prevention	0



***Monthly Images will only be shown when there are changes**

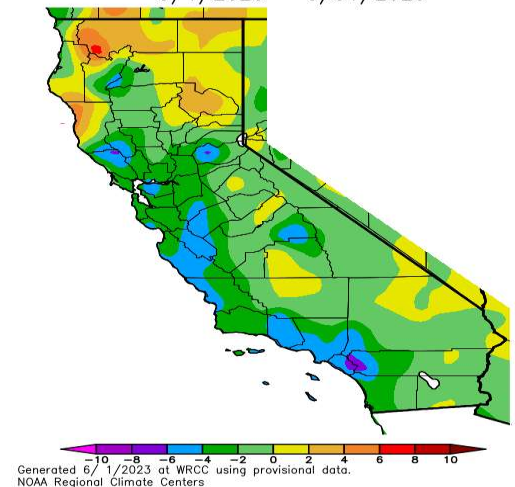
June – September 2023 South Ops Highlights

- Shower and thunderstorm activity will be near to above normal through September.
- Temperatures will be well below normal into July then become near to a little below normal late July through September.
- The marine layer over the coastal areas will be deeper than normal into July.

Weather Discussion

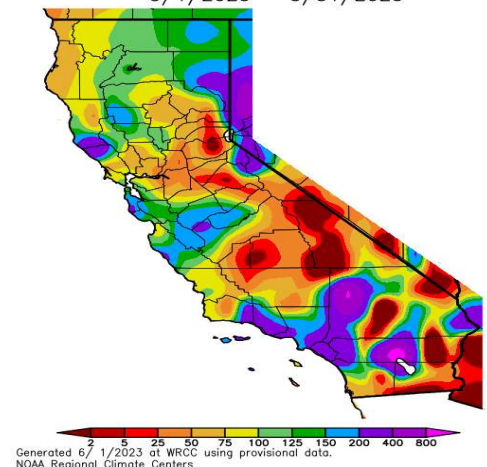
A series of deep low-pressure areas dropped down the West Coast through May 11th bringing scattered showers to the area at times and well below normal temperatures. The snow level was around 6,000 feet with several inches of new snow over both the Sierra and the Southern California Mountains. The marine layer was deep during this period, with low clouds and fog making it over the lower coastal mountain slopes and there was only limited afternoon clearing. High pressure set up over the Great Basin causing temperatures to warm to a little above normal from May 12-22. Southeast to east flow around this area of high pressure brought isolated to scattered afternoon and evening monsoonal showers and thunderstorms to the Sierra and to the mountains and deserts of Southern California May 16-22. It is extremely rare to see monsoonal moisture reach the region in May even for a brief period of time. The marine layer shrunk, but morning low clouds and fog made it over most coastal valley locations most days. Another series of low-pressure areas moved into the West Coast May 23rd through the end of the month causing temperatures to return to below normal and the marine layer to deepen once again. Isolated afternoon and evening showers and thunderstorms continued over the Sierra and Northern Deserts through the end of the month. Overall, for the month, temperatures were well below normal across the coastal areas and a little below normal inland (**Fig 1**). Precipitation was above normal over most of the region, but it was below normal over most interior portions of Central California (**Fig 2**). The snowpack in the Sierra is currently between 300% and 400% of normal and is just above normal as of April 1st which is when the snowpack is normally at its deepest (**Fig 3**). There were strong southwest to west winds over the mountains and deserts with the low-pressure areas both at the beginning and at the end of the month. There were no significant offshore wind events during the month.

Av. Max. Temperature dep from Ave (deg F)
5/1/2023 – 5/31/2023



**Fig 1: May 1st - May 31st
Temperature (% of Ave.)**

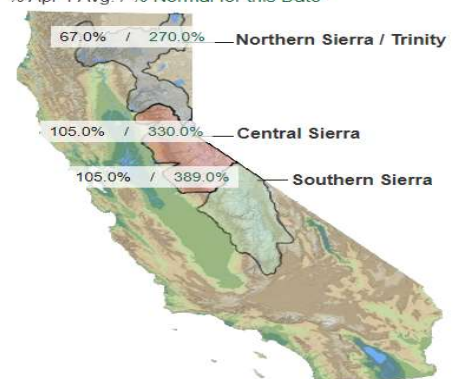
Percent of Average Precipitation (%)
5/1/2023 – 5/31/2023



**Fig 2: May 1st - May 31st
Precipitation (% of Ave.)**

Data For: 31-May-2023

% Apr 1 Avg. / % Normal for this Date



**Fig 3: Snow pack as of May 31st,
2023**

Fuels Discussion

There continues to be no drought over most of the region, except for abnormally dry to moderate drought conditions over the deserts (**Fig 4**). Moderate amounts of rainfall caused both the 1000-hr and 100-hr dead fuel moisture to start the month well above normal (**Fig 5 and 6**). This dead fuel moisture dropped to near or below normal during the middle of the month as above normal temperatures commenced (**Fig 5 and 6**). The dead fuel moisture finished out the month above normal due to cool and humid conditions (**Fig 5 and 6**). The lighter fuels at the lower elevations continue to cure but there is still quite a bit of green brush. Live fuel moistures have mostly peaked but they remain high, mainly between 80% and 150% (**Fig 7**).

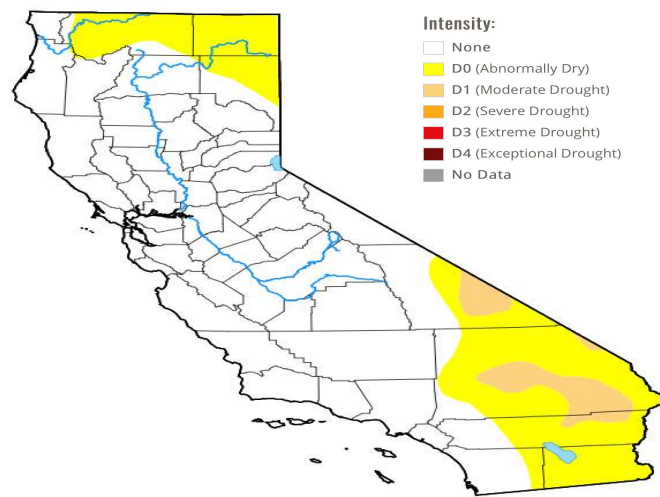


Fig 4: Drought Monitor June 1st, 2023

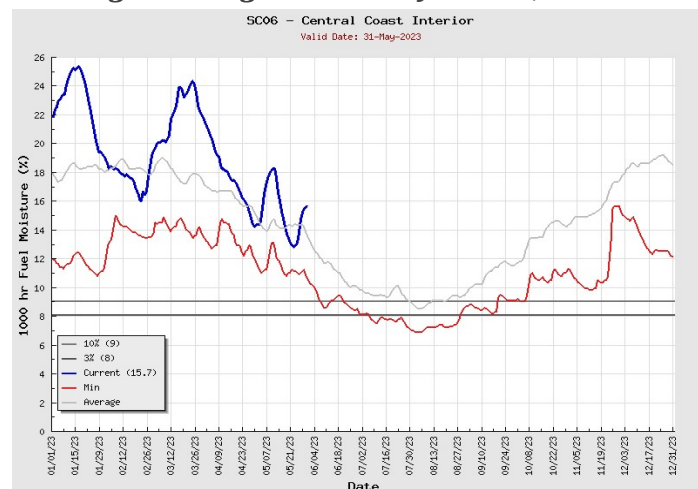


Fig 5: Central Coast Interior 1000 hr Dead fuel moisture May 31st

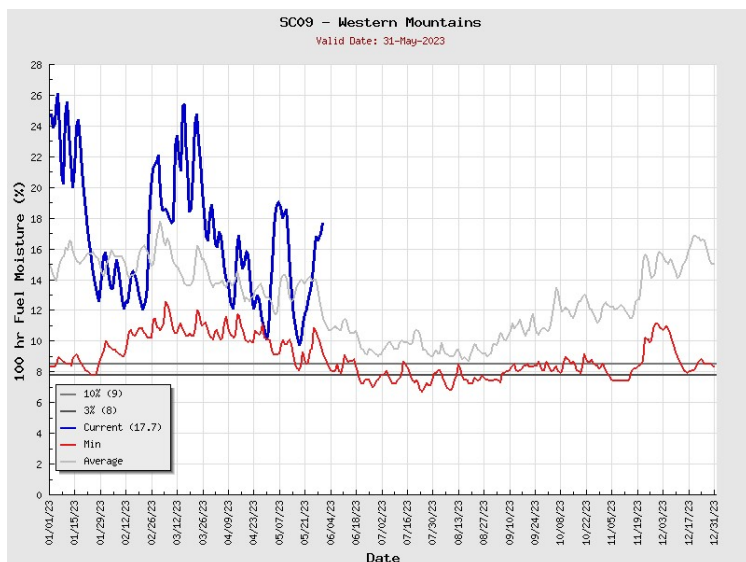


Fig 6: Western Mountains 100 hr Dead fuel moisture May 31st

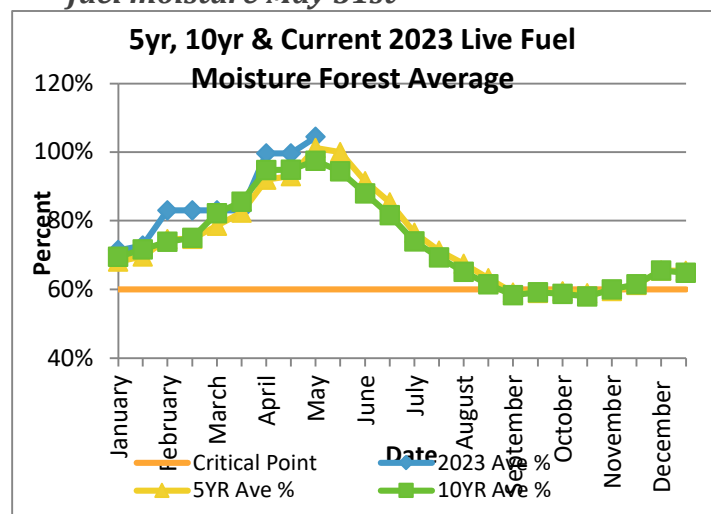


Fig 7: LPF Live Fuel Moisture May 1st

SOUTH OPS OUTLOOK

Sea surface temperatures over the Gulf of Alaska have warmed to a little above normal, while sea surface temperatures off the West Coast remain well below normal (**Fig 8**). The below normal sea surface temperatures off the West Coast will likely cause Pacific troughs to be the dominant weather feature affecting the region into early July. Thus, temperatures will remain below normal and the marine layer over the coastal areas will be deeper than normal into early July. Models show that the sea surface temperatures off the West Coast will warm later in July and be near to a little below normal through September (**Fig 9**). High pressure will likely become the dominant weather feature by the end of July. Due to current and projected well above normal sea surface temperatures over the Subtropical Pacific and Gulf of Mexico, there will be more moisture than normal for above normal shower and thunderstorm activity through September (**Figs 8 and 9**). Large fire activity will be below normal over the higher elevations through September as the well above normal snowpack melts and keeps soil moisture high. Large fire activity will be below normal across the lower elevations in June as the marine layer remains deep. The lower elevations are expected to have near to a little below normal large fire activity July through September as the marine layer becomes shallow and the lighter fuels become fully cured.

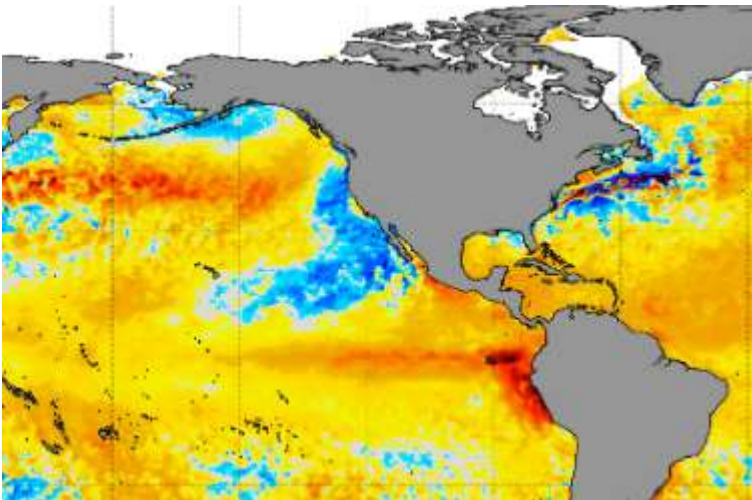


Fig 8: Sea Surface Temperature Anomaly, May 31st, 2023

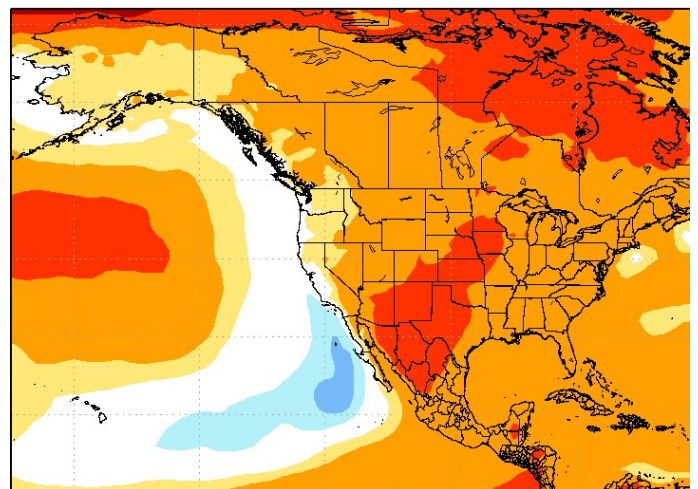
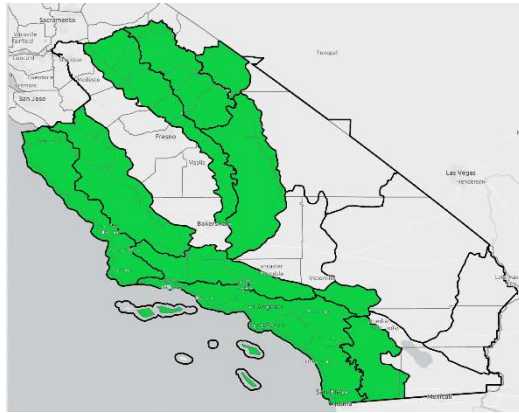


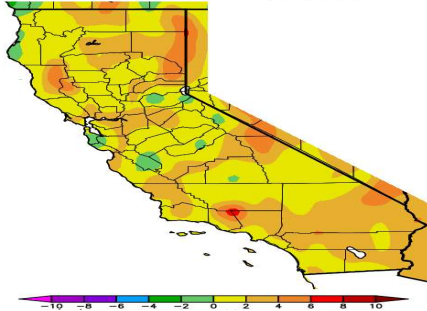
Fig 9: Forecast Temperature Anomalies for June through September, May 31st, 2023

Maps with Counties and Select Intel Links used in the forecast



June 2023

Av. Max. Temperature dep from Ave (deg F)
11/1/2020 – 11/19/2020



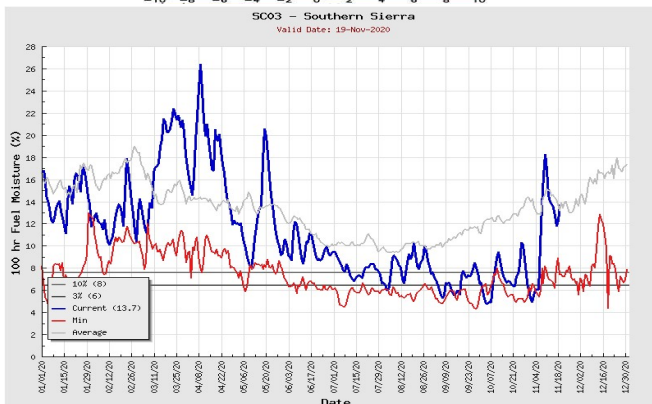
July - September 2023

Climate

- <https://calclim.dri.edu/pages/anommaps.html>

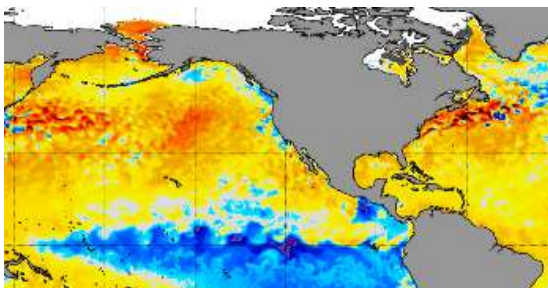
100 hr dead fuel moisture

- https://gacc.nifc.gov/oscc/fuelsFireDanger_Hundred.php

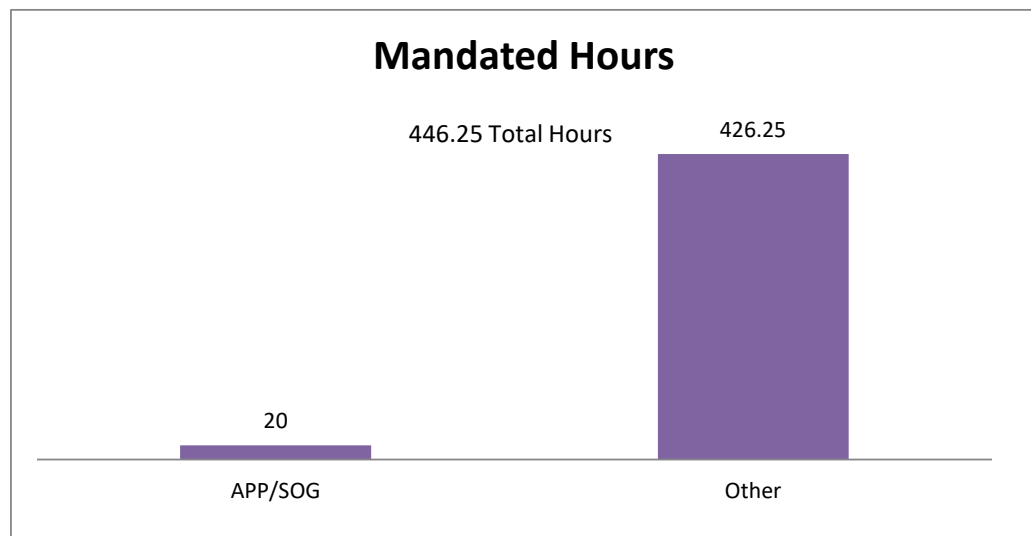
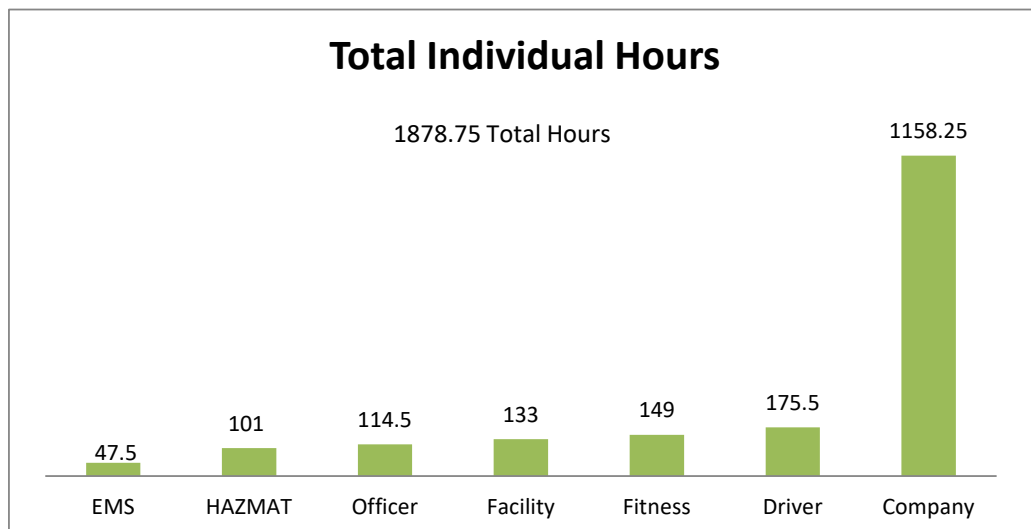
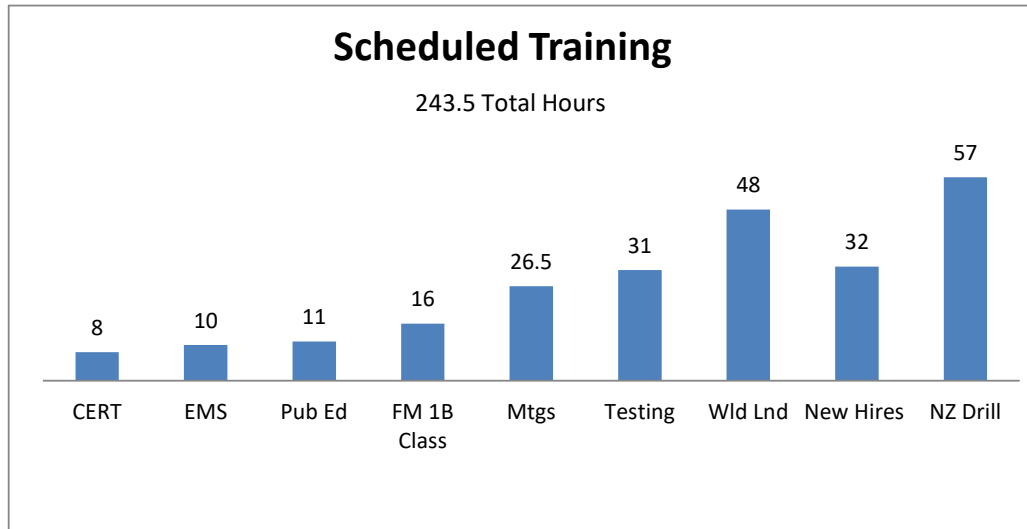


Current sea surface temperatures

- <https://www.ospo.noaa.gov/Products/ocean/sst/anomaly/>



Training Division
May 2023



See next page for descriptions.

Training Division - Descriptions

Scheduled Training

Training hours are planned annually. This is to maintain a well organized year and to help the firefighters be successful with the hours required by Federal, State, Local.

Total Individual Hours - 6 Subjects

Subject	Definition	Examples
Company	Documentation of all Company Training that is not Driver, Officer, Haz-Mat, or Facility Training.	Aerial Ladder, Hose, Ladders, Physical Fitness, SCBA, Technical Rescue, Ventilation, etc.
Driver	This is for documenting Driver Training hours. Per ISO standards employees considered a "Driver" will be required to complete 12 hours of Driver Training annually. You can use this same form to record Driver Training hours for Non-Drivers and it will be counted towards Company Training.	Apparatus Inspections & Maintenance, Basic Hydraulics, Defensive Driving, Maps, Driving Heavy Vehicles, Etc.
Facility	This is live training conducted at an approved site. For the location to be approved it must have at least two acres on the property, a three story tower, and a burn facility. It is also important to note that the training must not just occur on the approved site, but the facility itself must be used. If your users are just sitting in a classroom at an approved site, this cannot count towards facility hours and the completion would need to be applied elsewhere. However, if the classroom portion was followed by utilization of the facility, the entire time could count towards Facility Training.	Company Evolutions, NFPA 1410 Driver/Operator, NFPA 1002 Fire Officer, NFPA 1021 Firefighter Skills, NFPA 1001 Hazardous Materials, NFPA 472 Live Fire, NFPA 1403 Other NFPA Fire Based Training
HazMat	This is for documenting Hazardous Materials Training hours. Per ISO standards all firefighters are required to complete 6 hours of Hazardous Materials Training annually.	DOT Guidebook Review, Decontamination Procedures, First Responder Operations, Etc.
Officer	Per ISO standards employees considered a "Officer" will be required to complete 12 hours of Officer Training annually. You can use this same form to record Officer Training hours for Non-Officers and it will be counted towards Company Training.	Dispatch, General Education, Meetings, Orientation, Exam, Management Principles, Personnel, Promotional, Public Relations, Etc.
EMS	EMS is not tracked or required by Insurance service Organization for Rating. EMS Continuing Education is tracked for recertification of Paramedics (48/2yrs) and EMT (24/2yrs).Through Emergency Service Medical Administration (EMSA).	Continuing Education and SIMS

Mandated Hours

Hours completed through an assignment on an online database (Target Solutions). Mandated assignments are required by either Federal, State, Local.

PLAN REVIEWS					
Plan Type	# of New Reviews	# of Resubmittals	Approved New SQFT (Mit Fees)	SQFT Reviewed (No Mit Fees)	Total SQFT Reviewed
New Residential	25	11	21352	62968	84320
Residential Additions/Remodels	9	3	7928	28940	36868
New Commercial	4	0	0	19020	19020
Commercial T.I.	11	0	0	20343	20343
Tents/Special Events	6	0	0	0	0
Rack Storage	0	0	0	0	0
Preliminary	4	1	0	5564	2546
Fire Suppression Systems	23	0	0	0	0
Alarms	2	0	0	0	0
Landscaping	25	9	0	0	0
Grading/Mylars/Improvement Plans	10	1	0	0	0
Underground	3	0	0	0	0
Hood System	1	0	0	0	0
Tanks	0	0	0	0	0
Cell Sites	5	0	0	0	0
DSS/CCL	0	0	0	0	0
DPLU	2	0	0	0	0
Solar Panels	3	0	0	0	0
High Piled Storage	1	0	0	0	0
High Hazard/Communications/Other	2	0	0	0	0
Spray Booth	0	0	0	0	0
Fire Protection Plans	1	0	0	0	0
Technical Reports	0	0	0	0	0
TOTAL	137	25	29280	136835	163,097

INSPECTIONS	
Inspection Type	# of Inspections
Alarms	6
Fire Supression Systems	19
Building Construction	26
Landscaping	6
Tent/Special Event	9
Gates/Knox	13
Site Visit	13
Technical Report/FPP	-
Underground	1
Annual Inspection	4
DSS Licensing	-
Other	5
TOTAL	102

SPECIAL PROJECTS	
Project Type	# of Projects
Grants	2
GIS	-
Forms (Updates/New)	-
Project Research	1
Computer Programming/I.T.	-
Emergency Response Support	-
Annual Mailer (Weed Abatement)	-
Board Report Formatting/ Design	-
Other	1
TOTAL	4

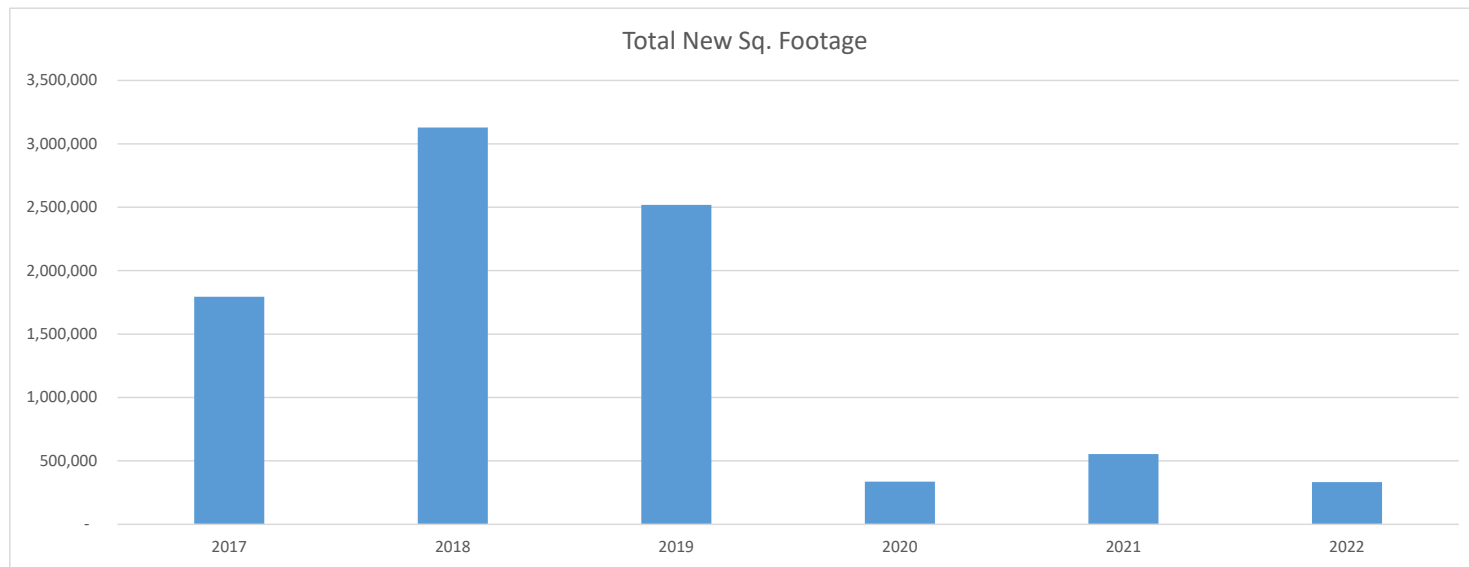
MEETINGS	
Meeting Type	# of Meetings
H.O.A	3
Staff	6
Board	1
On-Site Project Meetings	14
In-Office Project Meetings	13
Shift	-
Captain's	-
Weed Abatement	15
County	4
Code Development	-
Support/I.T. Development	2
San Diego County FPO's	2
Community Stakeholder Meetings	5
North Zone	4
Other	1
TOTAL	70

TRAINING/EDUCATION	
No. of Training Classes	Staff Hours
0	9
0	28
0	0
0	19
0	0
TOTAL	56

WEED ABATEMENT	
Activity	# of Inspections
Weed Abatement Inspection	-
Weed Abatement Reinspection	-
1st Notice	883
Final Notice	3
Posting	-
Notices Printed	886
Abated	4
Forced Abatement	-
TOTAL	1,776

OFFICE SUPPORT	
Activity	# Completed
Phone Calls	915
Correspondence	5,626
Walk in/Counter	258
Knox Application Request	2
Burn Permits	5
Plans Accepted/Routed	114
Special Projects	4
Scanning Documents/Electronic Files	63
Meetings: Admin/Prevention/Admin Shift	1
Post Office Runs	-
Deposit Runs/Preparations	3
TOTAL	6,991

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary



Total New Square Footage (*Reflected in Chart Above)

Year	Total
2017	1,793,936
2018	3,128,964
2019	2,519,545
2020	336,899
2021	554,173
2022	333,814
2023	198,754

Total New Square Footage Only

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	29,226	41,043	38,102	25,751	38,400	7,290	16,516	15,384	77,848	15,070	22,529	9,740
2021	29,808	23,298	50,000	29,760	7,104	19,361	24,413	1,794	33,357	106,768	99,103	129,407
2022	42,895	14,666	32,871	8,805	39,325	42,871	18,679	21,916	23,981	18,782	46,658	22,365
2023	18,185	62,584	62,584	26,121	29,280							

Comparison Total Reviewed Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	240,861	691,306	274,736	307,024	412,556	248,869	287,395	424,065	250,518	742,439	440,335	137,995
2020	40,748	86,593	145,794	76,506	54,651	42,950	47,950	91,532	163,417	127,963	59,192	47,677
2021	90,462	89,135	111,456	98,218	118,557	151,000	203,116	254,055	312,253	204,313	171,023	137,116
2022	128,254	204,226	162,816	250,473	176,018	115,972	27,777	130,623	261,094	319,242	219,859	243,944
2023	212,285	345,997	283,413	401,980	136,835							

STAFF REPORT

NO. 23-12

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: ACCEPTANCE OF GRANT
DATE: JUNE 16, 2023



RECOMMENDATION:

Staff recommend accepting the grant amount of \$1,000.00 from the Rancho Santa Fe Fire District Foundation (501.c3) to purchase a new barbeque for Rancho Santa Fe Fire Station #3. Pursuant to the Health and Safety Code 13898, the Board of Directors must consider the acceptance of donated funds or items with a value greater than \$500.00.

CURRENT SITUATION:

Project Description	Qty.	Funding Source.	Project not to exceed.
Replacement Barbeque	1	RSF Fire District Foundation (501.c3)	\$1,000.00

BACKGROUND:

The Rancho Santa Fe Fire Protection District (RSFFPD) received a very generous donation of \$1,000.00 in May of 2023, from a resident within the Rancho Santa Fe Fire District. Captain McVey and his crew responded to a medical aid in Fairbanks located in the RSF Station 3 response area. The crew completed the incident, returned to the fire station, and sent a "Follow Up" card to the husband of the patient and wished his wife a speedy recovery. Several days later the same gentleman came to their station to simply say "Thank You" and compliment them on their professionalism and the amazing care for his wife and presented Captain McVey with a check for \$1,000.00.

Fire crews for years have used the "follow Up" card as a gesture of our respect and sympathy after a difficult incident. It is not uncommon for people to come to our fire stations to talk, shake hands, give hugs, drop off food or gift cards and say thank you for our service. And occasionally, we receive a monetary gift like this one. The donation was made directly to the Rancho Santa Fe Fire District Foundation (501.c3) to facilitate this grant and complete this specific project.

STAFF REPORT

NO. 23-13

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: ACCEPTANCE OF GRANT
DATE: JUNE 16, 2023



RECOMMENDATION

1. Staff recommends the Board of Directors accept the grant of \$25,000.00 from the San Diego Regional Fire Foundation.
2. Staff recommends the Board of Directors approve a check in the amount of \$20,000.00 made payable to the San Diego Regional Fire Foundation (SDRFF). The fire district will contribute \$20,000.00 combined with the SDRFF grant of \$25,000.00 to purchase Hurst E-hydraulic extrication equipment.

This project is made possible through the collaboration and support from County Supervisor Terra Lawson-Remer and Joan Jones of the San Diego Regional Fire Foundation with the fire district.

CURRENT SITUATION

The Rancho Santa Fe Fire Protection District (RSFFPD) applied for a grant in May of 2022 with the San Diego Regional Fire Foundation (SDRFF) to potentially purchase (100%) or co-fund the purchase of Hurst E-hydraulic extrication tools for RSF Fire Station 1. On May of 2023 Joan Jones of the SDRFF notified the fire district that County Supervisor Terra Lawson-Remer (District 3) would donate \$20,000.00 from the County of San Diego's Neighborhood Reinvestment program and the San Diego Regional Fire Foundation would donate \$5,000.00 to help co-fund this project if the fire district would provide \$20,000.00 towards the project.

The San Diego Regional Fire Foundation is asking for a check in the amount of \$20,000.00 from the fire district made payable to the San Diego Regional Fire Foundation. The SDRFF will be responsible for combining all funds and purchasing the Hurst E-hydraulic extrication equipment from LN Curtis. Both parties want to complete the implementation of the extrication tools by August of 2023.

Description	Qty.	Cost Per Unit	District 3 Terra Lawson-Remer	SDRFF	RSF FY23/24 Budget	Total Project
E-Hydraulic tools (Cutter, Spreader & RAM)	One complete set	\$45,000	\$20,000.00	\$5,000.00	\$ 20,000.00	\$45,000.00

STAFF REPORT

NO. 23-14

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: ACCEPTANCE OF GRANT
DATE: JUNE 16, 2023



RECOMMENDATION

Staff recommends the Board of Directors accept the grant of \$7,380.00 from the San Diego Regional Fire Foundation (SDRFF) towards the purchase of thirty-one (31) of the fifty-five (55) wildland brush jackets.

This project is made possible through the collaboration and support from County Supervisor Terra Lawson-Remer and Joan Jones of the San Diego Regional Fire Foundation with the fire district.

CURRENT SITUATION

The Rancho Santa Fe Fire Protection District (RSFFPD) applied for a grant in May of 2022 with the San Diego Regional Fire Foundation (SDRFF) to potentially purchase (100%) or co-fund the purchase of 55 wildland brush jackets from Fire ETC. In May of 2023 Joan Jones from the San Diego Regional Fire Foundation notified the fire district that County Supervisor Terra Lawson-Remer (District 3) would donate \$7,380.00 from the County of San Diego's Neighborhood Reinvestment program to help co-fund this project if the fire district would provide the remaining amount.

The San Diego Regional Fire Foundation and the fire district will provide payment to Fire ETC. based on their respective contribution to complete the project. Both parties want to complete the implementation of the wildland brush jackets by August of 2023.

Description	Qty.	Cost Per Unit	District 3 Tera Lawson- Remer	RSF FY23/24 Budget	Total Project
Wildland Brush Jackets	55	\$238.00	\$7,380.00	\$5,717.00	\$13,097.00

STAFF REPORT

NO. 23-15

TO: BOARD OF DIRECTORS
DAVE MCQUEAD, FIRE CHIEF

FROM: CONOR LENEHAN, DEPUTY FIRE MARSHAL

SUBJECT: AWARD FORCE HAZARD ABATEMENT CONTRACTOR

DATE: JUNE 16, 2023



RECOMMENDATION:

Staff recommends the Board of Directors authorize the Fire Chief to execute a service agreement with R.E. Badger & Son Inc., to be the hazard abatement contractor for the Fire District when an abatement of hazardous vegetation and rubbish within the Rancho Santa Fe Fire Protection District is required under Fire District's Ordinance 2022-02.

BACKGROUND:

Since March 2005, the Board of Directors has authorized the use of a single hazard abatement contractor for the forced abatement of hazardous vegetation and rubbish within the Fire District. This agreement enables the Fire District to contract with the hazard abatement contractor to force abate hazards when the property owner(s) fail to bring their property in compliance with adopted District ordinances and the California Health and Safety Code. On April 12, 2023, staff posted a Request for Proposal (RFP) for a hazard abatement contractor for the forced abatement of hazardous vegetation and rubbish within the Fire District. The RFP bid packet was posted on the district's website and staff encouraged companies on the district's weed abatement contractor list to submit a formal bid. The bid period was open for 30 days and closed on May 15, 2023. The Fire District received two (2) bids.

CURRENT SITUATION:

After reviewing and evaluating the two bids that were submitted, staff determined that R.E. Badger & Son Inc. was the most responsive bidder for the Fire District and the taxpayers. This service agreement contract is for a period of "one-year" and the option for the Fire District to have two (2), "one-year" extensions. The existing service agreement along with the two approved one-year extensions will expire on 6/30/2023. The new service agreement will be effective 7/1/2023 if approved.

STAFF REPORT

NO. 23-16

TO: BOARD OF DIRECTORS
DAVE MCQUEAD, FIRE CHIEF

FROM: MARLENE DONNER, FIRE MARSHAL

SUBJECT: APPROVE/AUTHORIZE FIXED CHARGE SPECIAL
ASSESSMENT FOR WEED ABATEMENT

DATE: JUNE 16, 2023



RECOMMENDATION

Staff recommends the Board approve and authorize the administrative staff to deliver the *Weed Abatement Special Assessment* list of non-compliant parcels to the County of San Diego on or before the County's deadline of August 10, 2023.

BACKGROUND

The Fire Prevention Bureau is responsible for the annual weed abatement of properties with hazardous growth that are not maintained by property owners during the spring and summer seasons. Throughout the year, staff has mailed hundreds of hazard notifications to those property owners who have a known or existing fire hazard on their parcel(s). The District maintains a sole source contract with R.E. Badger & Son, Inc. to bring specifically identified parcels into compliance pursuant to Rancho Santa Fe Fire Protection's Ordinance No. 2022-02.

Upon notification by the District, property owners are required to remove the weeds and rubbish and maintain the parcel in accordance with the District's ordinance. Should the property owner fail to comply within a specific period, the District's private contractor will clear the parcel. Those property owners, who are non-compliant, will receive a final notice and an invoice for all costs and fees that are required for abating their parcel(s).

CURRENT SITUATION

This year, the majority of property owners who received notices willingly complied within the time allowed; however, some parcels were ordered cleared by the Fire District. The administrative staff has mailed courtesy notices and invoices to the following non-compliant property owner(s) requesting payment:

PARCEL NUMBER	COST TO ABATE	ADMINISTRATIVE FEE	TOTAL
678-461-40-00	\$320.00	\$791.00	\$1111.00
222-131-02-00	\$1130.00	\$791.00	\$1921.00
302-140-01-00	\$2050.00	\$791.00	\$2841.00
Totals	\$3500.00	\$2373.00	\$5873.00

STAFF REPORT NO. 23-16

The list of non-compliant property owners will be publicly posted a minimum of (3) three days prior to the Board of Directors meeting on Wednesday, June 21, 2023. Those property owners who fail to pay by this date will remain on the list, which will be delivered to the County of San Diego no later than August 10, 2023 (deadline).

The District attempts to work with the property owner prior to any forced abatement.

The County will reimburse the Fire District for all charges, including the administrative fee, and will include them on the owner's next property tax bills.

Attachment:

1. Weed Abatement Special Assessment List

Rancho Santa Fe Fire Protection District Weed Abatement Special Assessment List

To be sent to the County of San Diego as a special
assessment on property taxes unless paid by
July 26, 2023.

PARCEL NUMBER	COST TO ABATE	ADMINISTRATIVE FEE	TOTAL
678-461-40-00	\$320.00	\$791.00	\$1111.00
222-131-02-00	\$1130.00	\$791.00	\$1921.00
302-140-01-00	\$2050.00	\$791.00	\$2841.00

POSTED: June 16, 2023



Alicea Caccavo
Secretary
Board of Directors



STAFF REPORT

NO. 23-17

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: FIRE MITIGATION FEE – RESOLUTION FOR PROGRAM PARTICIPATION AND 5 YEAR CAPITAL IMPROVEMENT PLAN.
DATE: JUNE 16, 2023



RECOMMENDATION:

1. Staff recommends the Board of Directors approve the resolution to participate in the FY 2023 – 2024 Fire Mitigation Fee (FMF) program. The resolution will reflect to have the County collect 100% percent of the FMF ceiling fee rate by land use (see chart below) on the district's behalf from applicants for building permits or other permits for development within the district's boundaries.
2. Staff recommends the Board of Directors approve the five-year capital improvement plan as presented attached with the resolution. The County Fire Authority requested the resolution to participate in the Fire Mitigation Fee program and the district's five-year capital improvement plan be combined and approved by the Board of Directors. The resolution to participate and the 5-year capital plan are due before June 30, 2023, to the County Fire Authority.

BACKGROUND:

On December 11, 1985, the San Diego County Board of Supervisors (Board) adopted Ordinance No. 7066 (N.S.), the "Fire Mitigation Fee Ordinance" (Ordinance), to allow fire agencies, lacking legal authority to impose and collect impact fees, to receive funding for capital facilities and equipment needed to serve future growth in their service areas. Under this framework, County Fire acts as program administrator, with support from the department of Planning and Development Services (PDS) and in close coordination with the office of the Auditor and Controller. PDS collects the fees from applicants prior to or concurrent with the issuance of building permits and distributes the funds to participating fire agencies on a quarterly basis.

CURRENT SITUATION:

The current fire mitigation fee is \$0.58 per square foot for general building. On May 2, 2023, the Board of Supervisors for the County of San Diego approved and adopted the new Fire Mitigation Fee matrix and fees per square foot (see below) to go into effect on July 23, 2023.

DISTRICT	MAXIMUM FEE RATE BY LAND USE (\$ per square foot)						
	RESIDENTIAL	COMM. / RETAIL	HOTEL	INDUSTRIAL	MEDICAL	OFFICE	AGRICULTURE
RSFFPD	\$2.58	\$2.24	\$1.20	\$1.77	\$4.20	\$8.41	\$0.08

RESOLUTION No. 2023-07

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT TO PARTICIPATE IN THE COUNTY OF SAN DIEGO FIRE MITIGATION FEE PROGRAM FOR FISCAL YEAR 2023-2024 AND ADOPT A CAPITAL IMPROVEMENT PLAN FOR THE USE OF FIRE MITIGATION FEE REVENUE

WHEREAS, the Rancho Santa Fe Fire Protection District (District) requires long-term fire protection facilities and equipment (Facilities) to provide fire suppression or emergency medical services within the District's boundaries;

WHEREAS, new development is anticipated in the District, and existing Facilities will be inadequate to provide fire suppression or emergency medical services, creating a situation perilous to public health and safety;

WHEREAS, to mitigate the impacts caused by new development, the District must improve or expand existing Facilities and/or construct or acquire new Facilities;

WHEREAS, the District lacks sufficient funds for new or improved Facilities from fund balances, capital facility funds, property tax sources, or any other appropriate source, and annexation and plan check fees charges by the District do not include a payment toward the costs of Facilities as a component of those fees;

WHEREAS, pursuant to California Government Code Section 66000, et seq. (Mitigation Fee Act), the County of San Diego (County) is authorized to collect a mitigation fee from applicants for new development to defray costs related to Facilities that are incurred due to the development;

WHEREAS, the County has established fee ceilings for types of construction by Chapter 3 of Division 10 of Title 8 (commencing with Section 810.301) of the County Code of Regulatory Ordinances (Fire Mitigation Fee Ordinance);

WHEREAS, the District desires to participate in the County's Fire Mitigation Fee (FMF) program;

WHEREAS, pursuant to Section 66002 of the Mitigation Fee Act, the governing body of a local agency that levies a mitigation fee may adopt a capital improvement plan, which shall be adopted by and annually updated by a resolution at a noticed public hearing;

WHEREAS, the County's Fire Mitigation Fee (FMF) Ordinance requires that fire agencies participating in the FMF Program adopt a five-year Capital Improvement Plan indicating the approximate location, size, time of availability, and cost estimates for long-term Facilities to be financed with the FMF revenue; and

WHEREAS, notice of the hearing to update the District's Capital Improvement Plan was given, as required by law, as shown by the affidavit of publication on file herein.

NOW, THEREFORE, the Board of Directors of the Rancho Santa Fe Fire Protection District hereby RESOLVES as follows:

1. The District shall participate in the County's FMF Program for Fiscal Year 2023-2024 and agrees to comply with all applicable requirements of the County's FMF Ordinance and the Mitigation Fee Act.
2. The District requests that the County collect 100 percent of the FMF ceiling on the District's behalf from applicants for building permits or other permits for development within the District's boundaries. The percent of the ceiling fee is equal to or less than the Facilities needs caused by new development.
3. Except as otherwise provided in the County Code or state law, all FMF revenue shall be used only to expand the availability of Facilities to serve new development within the District's boundaries. FMF revenue shall not be used to address existing deficiencies but may be used in response to increased demand reasonably related to the new development to refurbish existing facilities to maintain an existing level of service or achieve an adopted level of service.
4. The District shall deposit all FMF revenue received from the County and all interest subsequently accrued by the District on these funds in a separate account to be known as the "San Diego County Fire Mitigation Fee."
5. The District shall defend, indemnify, and hold harmless the County, its officers, officials, employees, agents, and volunteers, from and against any and all demands, claims, actions, litigation, or other proceedings, liability, damages, and costs (including, but not limited to, attorney fees) that are based in whole or in part upon the levy, imposition, collection, or payment of FMF, or the denial of a permit until the FMF is paid, excepting only matters that are based upon the County's gross negligence or willful misconduct.
6. The District shall make its records justifying the basis for the FMF amount available to the public on request.
7. The District resolves that five-year Capital Improvement Plan for use of Fire Mitigation Fee revenue within the District is as follows:

PROJECT #1: FY 21/22 – PROJECT IN PROGRESS WITH COMPLETION APRIL 2023.

FIRE STATION 6 IMPROVEMENTS – OPERATIONS (70%)

\$150,000

FMF Committee APPROVED – FY 17/18

Estimated Cost	FMF %	Amount	Gen. Fund	Amount
\$214,286	70%	\$150,000	30%	64,286

Justification: RSF Fire Station 6 was a volunteer fire station that was absorbed into the fire district with the reorganization with CSA 107 in 2016. The existing fire station needs improvements, such as upgrades to the captain's dormitory, Engineer's dormitory, kitchen, ADA compliant restrooms, laundry room, community training room, gym and separating the attic mezzanine from the living space.

Nexus to Growth: The RSFFPD converted the volunteer firefighter station to full-time career firefighters who staff the station 24/7/365. These improvements are needed to ensure the station meets the needs of full-time fire crews who serve the community and provide automatic aid to adjacent agencies. Growth combined with fulltime staffing provides the justification for this request.

Project #2: FY 22/23. – APPARATUS IS ORDERED BUT DELAYED DUE TO SUPPLY CHAIN.

Type 6 Fire Engine – Operations (85%)

\$382,500

FMF Committee APPROVED – FY 19/20

Estimated Cost	FMF %	Amount	Gen. Fund	Amount
\$450,000	85%	\$382,500,	15%	\$61,765

Justification: A Type 6 fire engine is an excellent tool for initial attack and tactical patrol type operations during wildland fire given the topographical features in the district. The Type 6 fire engine will be assigned to the RSF Station #6. RSF Station 6 serves a community that consist primarily of homes within a wildland intermixed and wildland interfaced setting. Many of the residence have long and narrow driveways that are not accessible with a Type 1 fire engine. The Type 6 fire engine will be equipped with Advance Life Saving (ALS) equipment, outfitted for both structure and wildland suppression capabilities and with technical rescue equipment such as Hurst E-hydraulic tools and rope rescue. The Type 6 will also be equipped to tow the All-Terran-Vehicle (ATV) by trailer for the numerous trail rescue responses within the district.

Nexus to Growth: Due to the growth of homes in the wildland interface and intermix area, the need for a highly maneuverable, quick attack vehicle is needed.

Project #3: FY 23/24

Prevention Office Space Remodel – Fire Prevention (80%)

\$100,000

Governance APPROVED – FY 21/22

Estimated Cost	FMF %	Amount	Gen. Fund	Amount
\$125,000	80%	\$100,000,	20%	\$25,000

Justification: The project is to reconfigure the current open floor plan fire prevention space into a more desirable layout, provide additional plan storage, deliver better workflow, and provide a designated area for digital plan review tables. The projects include the software and equipment to move to digital plan review.

Nexus to Growth: Over the last three decades, the fire prevention bureau has grown from two (2) authorized positions to five (5) fulltime positions and up to two (2) part-time positions on staff at any given time. The administrative staff has also increased; this has made workspace a premium. This is entirely due to growth of the district. Digital plan review is today's technology which will enhance efficiencies and our turnaround times as we continue to work with architects, landscape architects, and the County of San Diego building department. We are always seeking ways to improve the overall work process required to keep up with the demand for service. The increased demand is fully related to growth of the district.

Project #4: FY 24/25**New Vehicle – Fire Prevention (85%)****\$60,010**

FMF Committee APPROVED – FY 19/20

Estimated Cost	FMF %	Amount	Gen. Fund	Amount
\$70,600	85%	\$60,010	15%	\$10,590

Justification: The Fire District added an additional Fire Inspector I position due to increased construction activity and defensible space inspections. This position requires a vehicle to complete their daily tasks. The cost of the vehicle includes radio(s) and various other up-fitting.

Nexus to Growth: Growth within the district was the sole driving factor for the additional fire inspector.

PROJECT #5: FY 25/26**TYPE I FIRE ENGINE – OPERATIONS (40%)****\$380,000**

Governance approval pending - June 21, 2023 Meeting.

Estimated Cost	FMF %	Amount	Gen. Fund	Amount
\$950,000	40%	\$380,000,	60%	\$570,00

Justification: The proposal calls for early replacement of the Type I fire engine located at RSF Fire Station #2. The replacement will allow the fire district to remove a 25-year-old reserve engine from service that is deemed unreliable mechanically to the fleet. The new proposed Type 1 engine for RSF Fire Station #2 will allow the current Type 1 fire engine that will be 13 years old to move into reserve status two years early as a reliable apparatus. Reserve engines are key for when additional up staffing is needed during weather events, emergency call backs created by committed incident resources, or when a frontline apparatus is in the shop for repairs or maintenance. The new proposed Type 1 fire engine will be at our busy RSF Fire Station #2 which will soon have a 400-bed Care Facility and two large housing developments being added to the RSF Station #2 response area. In addition to the fire district growth, San Diego City has seen a large development growth within the same area in which RSFFPD responds by automatic aid further increasing the call volume at RSF Station #2. This approach will extend the service life by many years for apparatus. This proposal will better serve the residents within the Fire District while maximizing efficiencies of equipment.

Nexus to Growth: District call volume has increased substantially over the past 10 years placing additional strain on current resources. Demand for emergency service continues to trend up at rates of up to 10% per year. The demand for service is a direct result of growth within the district. The district will soon have a 400-bed Care Facility and two large housing developments scheduled for anticipated completion in FY 24/25.

Project #6: FY 26/27**Water Tender – OPERATIONS (40%)****\$180,000**

FMF Committee APPROVED – FY 19/20

Estimated Cost	FMF %	Amount	Gen. Fund	Amount
\$450,000	40%	\$180,000,	60%	\$270,00

Justification: The District currently has one (1) water tender which has seen a dramatic increase in use over the past 5-8 years. The current front line Water Tender was inherited from the CSA 107 reorganization in 2016 and while in good shape; lacks many of the desired features of a modern tactical water tender per the Field Operation Guide by FIREScope. The proposal is to purchase a new modern tactical water tender at a proportional share to replace the current the front-line water

tender; the older water tender would be placed in ready reserve at Fire station 4.

Nexus to Growth: Due to the growth of homes and population in the wildland interface and intermix area of the fire district, combined with the increased wildland fire responses both in the district and to our neighboring agencies through automatic aid or mutual aid, the proposal is to use 40% fire mitigation fees for the purchase of a new tactical water tender.

PROJECT #7: FY 27/28

TYPE 3 FIRE ENGINE – OPERATIONS (40%)

\$240,000

Governance approval pending - June 21, 2023 Meeting.

Estimated Cost	FMF %	Amount	Gen. Fund	Amount
\$600,000	40%	\$240,000	60%	\$360,000

Justification: The proposal calls for the replacement of a current Type 3 fire engine located at RSF Fire Station #2. The replacement will allow the fire district to remove an older Type 3 fire engine from service that will be 23 years at time of replacement and will be deemed unreliable mechanically to the fleet. The new proposed Type 3 fire engine will be at our busy RSF Fire Station #2 which covers the entire South end of the fire district is considered automatic aid into bordering San Diego City. Type 3 fire engines are extremely taxed by the off-road travel conditions and the extreme fire environment encountered during wildland fire operations. This apparatus replacement will provide a reliable service life for many years to continue protecting the fire district and provide automatic aid and mutual aid throughout the County of San Diego and California.

Nexus to Growth: Due to the growth of homes and population in the wildland interface and intermix area of the fire district, combined with the increased threat of wildland fires both in the district, to our neighboring agencies and throughout the state of California, we respond through automatic aid or mutual aid to help protect when and where we are called. The proposal is to use 40% fire mitigation fees to purchase of a new Type 3 Fire Engine.

BE IT FURTHER RESOLVED that this Resolution supersedes Resolution No. 2022-05 adopted March 17, 2022, to participate in the FMF program.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on June 21, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

JAMES H ASHCRAFT
President

Alicea Caccavo
Clerk of the Board

FY24 Preliminary Budget

Operating Revenues

Property Taxes	15,828,997
Benefit Fee	1,029,759
Joint Facilities Community Agreement	495,512

Total Operating Revenues	17,354,268
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Non-Operating Revenues

Reimbursements, Grants & Other Revenue	569,639
Rentals	482,101
Interest Income	241,370

Total Non-Operating Revenues	1,293,110
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Total Revenues	18,647,378
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Operating Expenses**Salaries and Benefits**

Employee Salaries	8,542,959
Employee Overtime	1,000,000
Employee Benefits	5,181,404

Total Salaries and Benefits	14,724,363
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Operations

Total Operations	1,517,100
Total Materials & Equipment	367,916
Total General Administrative	1,114,870

Total	2,999,886
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Capital

Facilities	542,300
Apparatus	445,000
Equipment	194,000
Vehicle	240,000

Total Capital	1,421,300
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Total Expense	19,145,549
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Net Income	\$ (498,171)
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Fire Mitigation Fee	483,000
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\$ (15,171)
