



**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

September 11, 2013
Regular 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 Public Comment, but can refer it to the Administrative Officer 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.

Invocation – Chaplain Ray Ramage

Pledge of Allegiance

1. Roll Call

2. Public Comment

3. Introductions

a. Nicole Berry – Fire Prevention Specialist

4. Special Meeting September 11, 2013 Report – Board President

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

All items listed on the Consent Calendar is 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.

6. Consent Calendar

a. Board of Directors Minutes

i) Board of Directors minutes of July 10, 2013

ii) Board of Directors minutes of July 29, 2013

ACTION REQUESTED: **Approve**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, please contact the Secretary at 858-756-5971. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

b. Receive and File

i) Monthly/Quarterly Reports – ACTION REQUESTED: **Information**

(1) List of Demands Check 24150 thru 24254 for the period July 1 – 31, 2013 totaling:

	\$ 402,743.32
Payroll for the period July 1 – 31, 2013	<u>\$ 459,004.48</u>
TOTAL DISTRIBUTION	\$ 861,747.80

(2) List of Demands Check 24255 thru 24368 for the period August 1 – 31, 2013 totaling:

	\$ 477,625.27
Payroll for the period August 1 – 31, 2013	<u>\$ 475,631.61</u>
TOTAL DISTRIBUTION	\$ 953,256.88

(3) Activity Reports

- Operations – August
- Training – July, August
- Fire Prevention – July, August

(3) District Articles

(4) Correspondence - letters/cards were received from the following members of the public:

- None

6. Old Business

a. None

7. Public Hearing

a. Final Budget Fiscal Year 2013/2014

To call for any taxpayer to appear and be heard regarding the increase, decrease or omission of any budget item, or for the inclusion of additional items prior to adoption by the Board of Directors

ACTION REQUESTED – **Public Input**

8. New Business

a. Fire Engine Surplus Sale

To discuss and/or approve entering into a consignment agreement for the sale of surplus fire equipment.

[Staff Report 13-16](#)

ACTION REQUESTED: **Approve and authorize fire chief to execute a contract**

b. Final Budget FY 2013/2014

To discuss and/or approve Final Budget for FY14

ACTION REQUESTED: **Approve**

9. Resolution/Ordinance

a. Resolution No. 2013-11

To discuss and/or adopt Resolution No. 2013-11 – *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting the Fire Mitigation Fee Fund Multi-Year Plan

ACTION REQUESTED: **Adopt**

b. Resolution No. 2013-12

To discuss and/or adopt Resolution No. 2013-12 – *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Committed and/or Constrained Fund Balances for FY13

ACTION REQUESTED: **ADOPT**

10. Oral Report

- a. Fire Chief – Michel
 - i) San Dieguito Ambulance Service Request for Proposal (RFP)
 - ii) District Activities
 - (1) Fire Prevention Week (*October 7-13, 2013*)
 - (2) Employee Recognition (*October 17, 2013*)
 - (3) Pancake Breakfast (*October 27, 2013*)
- b. Operations – Deputy Chief
- c. Training – Battalion Chief
- d. Fire Prevention – Deputy Fire Marshal
- e. Administrative Manager
- f. Board of Directors
 - i) North County Dispatch JPA – Update
 - ii) County Service Area – 17 – Update
 - iii) Comments

11. Closed Session

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8
Conference with negotiators for the following real property
Parcel: 264 042 12 00
Negotiating Parties: Tony Michel, Fire Chief
Under Negotiation: Both Price and Terms of Payment
- b. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:
CONFERENCE WITH LABOR NEGOTIATORS
Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff
Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349
Represented Employees: Rancho Santa Fe Miscellaneous Employees
Unrepresented Employee: Emergency Medical Services Coordinator
Unrepresented Employees: Fire Chief; Battalion Chief (5); and Administrative Manager
Under Negotiation: Successor Memorandum of Understanding and Compensation

12. Adjournment

The next regular Board of Directors meeting to be held on October 9, 2013 in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting Agenda
Wednesday, September 11, 2013 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on September 6, 2013 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 September 6, 2013

Karlana Rannals
Board Clerk



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – July 10, 2013**

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:04 pm.

Pledge of Allegiance

Director Tanner led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hickerson, Hillgren, Malin, Tanner

Directors Absent: None

Staff Present: Tony Michel, Fire Chief; Mike Gibbs, Deputy Chief; Bret Davidson, Battalion Chief; Chris Galindo, Battalion Chief; Renee Hill, Deputy Fire Marshal; and Karlana Rannals, Board Clerk

2. Public Comment

No one requested to speak to the board.

3. Special Presentation

a. Badge Presentations

Chief Michel welcomed all in attendance. Chief Michel and Chief Davidson summarized the District's probationary and promotional testing process, and the roles and responsibility that they will assume. Chiefs' Michel and Davidson congratulated the individuals on the completion of probation and their promotion. A Fire District badge was presented to the following members of the District:

- i) John Carey, Firefighter/Paramedic
- ii) Nathan Sanford, Firefighter/Paramedic
- iii) Michael Gibbs, Deputy Chief

President Ashcraft on behalf of the Board of Directors congratulated the employees and wished them continued success in their new roles.

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions/ordinances.

5. Consent Calendar

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Board of Directors minutes of June 12, 2013.

b. Receive and File

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT to receive and file:

i) Monthly/Quarterly Reports

(1) List of Demands

Check 24058 thru 24149 the period June 1 – 30, 2013 totaling:	\$ 416,246.64
Payroll for the period June 1 – 30, 2013	\$ 548,328.82
TOTAL DISTRIBUTION	\$ 964,575.46

(2) Activity Reports – June 2013

- Operations
- Training
- Fire Prevention

(3) District Articles

(4) Correspondence

- Bob Wilson

6. Old Business

a. None

7. New Business

a. RSF Battalion Chief Response to Elfin Forest Volunteer Fire Department (CSA-107)

Deputy Chief Gibbs summarized the staff report provided. He informed the board that the district has provided this type of assistance on an informal basis, and any anticipated impact on the district's battalion chiefs is minimal. If approved for a one-year trial period, the district will be compensated \$4,000, with a maximum of 30 incidents per year. Any incidents in excess of 30 are to be billed at a rate of \$175 per incident.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to proceed with discussions and/or negotiations with Elfin Forest Volunteer Fire Department (CSA-107) to provide Battalion Chief responses for a one-year trial period. This contract is subject to legal counsel's review and board approval.

b. Acceptance of Donation

Chief Michel summarized the staff report provided. He informed the board that the \$500 donation was given by a resident in gratitude for maintenance work performed by administrative staff personnel.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the cash donation and authorize the donation distributed to the Administrative employee "coffee" fund.

c. August 2013 Meeting Date

Chief Michel informed the board that he would not attend the regular board meeting scheduled for August due to a training conference conflict. At the conclusion of the discussion, the board agreed to meet on the regular meeting date. The Board agreed to consider adjourning the August meeting if there were agenda items that did not require immediate action by the board. A notice will be posted if the meeting is adjourned.

8. Resolution/Ordinance

a. Resolution No. 2013-10

Ms. Rannals reported that this resolution is required for each financial institution to update signatures on the bank accounts.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and APPROVED Resolution No. 2013-10 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Authorizing Signers on District Bank Accounts on a roll call vote:

AYES:	Ashcraft, Hickerson, Hillgren, Malin, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	None

9. Oral Reports

a. *Fire Chief – Michel*

- i) San Dieguito Ambulance Service Request for Proposal (RFP): he reported that the County of San Diego has distributed the RFP and the final date to submit a response is August 6, 2013. District personnel attended the mandatory meeting at the County for additional information and the opportunity to ask questions. He will submit a preliminary review of the work performed by to the consultant for comment. He requested the board consider planning a special meeting to seek an approval to submit a response to the request for proposal. The board agreed by consensus to plan for a meeting July 29, August 1 or August 2. The board clerk thru the fire chief and board chair will post a special meeting notice no later than 24 hours prior to the meeting.

b. *Operations – Deputy Chief Gibbs*

- i) Chief Gibbs reported on the following topics:
 - (1) Call activity:
 - 268 calls last month
 - Fire loss the previous month approximately \$5,000
 - (2) Weather outlook continues to be dry. He explained to the board the purpose of the “fuel moisture” report.
 - (3) Granite Mountain Intermountain – he presented a PowerPoint with information available to date on the *Yarnell* fire that resulted in the deaths of 19 firefighters. At the conclusion of the presentation, an engine crew performed a demonstration on the use and deployment of a fire shelter.

- c. *Training – Battalion Chief Davidson*
 - i) Chief Davidson summarized the monthly training activity, which included:
 - (1) Sexual Harassment
 - (2) Protocol update for paramedics
 - (3) Defibrillator monitor trial study
 - (4) Submerged victim (Code X)
- d. *Fire Prevention - Deputy Fire Marshal (Renee Hill)*
 - i) She introduced Brian del Rosario, summer intern who performs the weed abatement and brush management inspections in the shelter in place communities.
 - ii) A letter has been developed for distribution to residents on the dead and dying eucalyptus trees. The Garden Club has requested a prevention program and inspections are occurring for the diseased, dead or dying trees.
- e. *Administrative Manager - Rannals*
 - i) Audit Notification Letter – she distributed a letter prepared by the district’s audit firm, Charles Z. Fedak. This new audit standard (No. 114) requires that the auditors clearly communicate with the governance (Board and management) during the planning stage of the audit the responsibilities of the auditor in relation to the financial statement audit, and an overview of the scope and timing of the audit. In addition, should the board have any questions or concerns, they were encouraged to contact the auditor directly via phone or email provided within the letter.
- f. *Board of Directors*
 - i) North County Dispatch JPA – Update – Director Ashcraft: no report. The next meeting scheduled for August 22, 2013.
 - ii) County Service Area 17 – Update – Director Hickerson: no report.
 - iii) Comments:
 - (1) Hickerson – informed the board that he submitted a letter of resignation, which becomes effective July 25, 2013. He intends to relocate to Florida. He conveyed his appreciation for the opportunity to serve the residents of the fire district. President Ashcraft, on behalf of the Board of Directors thanked him for his service and wished him continued success.

10. Closed Session

Pursuant to section 54957.6, and 54956.8 the board met in closed session from 3:30 – 4:31 pm to discuss the following:

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:
CONFERENCE WITH LABOR NEGOTIATORS
Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff
Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349
Represented Employees: Rancho Santa Fe Miscellaneous Employees
Unrepresented Employees: Fire Chief; Deputy Chief; Battalion Chief (4); and Administrative Manager
Under Negotiation: Successor Memorandum of Understanding and Compensation
All board members listed and Chief Michel attended the closed session.

Upon reconvening to open session, President Ashcraft reported that the Board of Directors took no action.

Minutes
Rancho Santa Fe Fire Protection District Board of Directors
July 10, 2013
Page 5 of 5

11. Adjournment

Meeting adjourned at 4:33 pm.

Karlana Rannals
Secretary

James H Ashcraft
President



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES – July 29, 2013**

President Ashcraft called to order the special meeting of the Rancho Santa Fe Fire Protection District Board of Directors at 9:00 am.

Pledge of Allegiance

Deputy Chief Gibbs led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Tanner

Directors Absent: None

Staff Present: Tony Michel, Fire Chief; Deputy Chief Mike Gibbs; Battalion Chief Brett Davidson; and Chris Galindo, Battalion Chief

2. Special Presentation

a. *Retirement Recognition* - Chief Michel welcomed recently retired district member Captain Terry Gibson to the meeting. He thanked him for his years of dedicated service to the District. He presented him with a retired district badge and identification card.

3. Public Comment

a. No one requested to speak to the Board.

4. Old Business

a. *RSF Battalion Chief Response to Elfin Forest Volunteer Fire Department (CSA-107)*

Deputy Chief Gibbs summarized the staff report provided. He reported that the draft agreement was prepared by the District's legal counsel staff supports providing battalion chief duty coverage to Elfin Forest for a one-year trial period.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the *Battalion Chief Duty Coverage Agreement* as presented and authorize the Fire Chief to execute the contract.

b. *San Dieguito Ambulance Service Request for Proposal (RFP)*

Chief Michel began by thanking all staff members serving on the committee for the long hours and hard work to prepare the bid in response to the RFP to provide ambulance transport services to the citizens within the County Service Area – 17. He informed the board that CityGate Consultants, the consulting firm retained to assist staff in the preparation of the bid, has reviewed the text portion of the bid and offered minimum comments to the narrative. They did also offer additional comments regarding the financial portion of the bid preparation, in particular the philosophy the District would charge for administrative fees. The consultant suggested that the board discuss the merits of not seeking full cost recovery and agree to a reduced percentage of time such as 80%. The board discussed the pros and cons and agreed by consensus that they understood that a portion of the administrative staff time would be dedicated to the ambulance transport business and 100% cost recovery in administrative fees most likely would not allow a bid from the District to be competitive.

Chief Michel requested the board's consent to proceed with the completion of the financial component of the RFP, with flexibility to adjust if necessary the hourly rate, to submit a competitive and responsive bid to provide ambulance transport service to CSA-17. Staff responded to questions from the board.

He reminded the board members that RFP responses are due to the County on August 6, 2013. The County will notify the successful bidder mid-October to begin negotiations in mid-October.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, CARRIED 4 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to support proceeding with the submission of a bid to provide transport service to CSA-17.

President Ashcraft, on behalf of the Board of Directors conveyed their appreciation to staff and the committee for their untiring efforts in the preparation of this response. The belief is regardless of the outcome, the citizens of CSA-17 will be better served.

5. New Business

a. *Board Vacancy – Resignation of Tom Hickerson*

Chief Michel summarized the staff report provided. He recapped that at the last Board of Directors meeting Tom Hickerson resigned his position effective July 25, 2013. He reported that the remaining board members have the option of appointing a representative to the Board in lieu of a special election. If they choose the option of a special Election, the cost is approximately \$220,000 - \$270,000. The board members did not believe it was prudent to spend the money for a special election. Staff responded to questions from the board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 4 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to appoint a representative in lieu of a special election. The President requested that the Board Clerk notify the public of such vacancy pursuant to all applicable laws.

The Board of Directors agreed to schedule a special meeting on September 10, 2013 starting at 1pm, with an option to continue on September 11, 2013 starting at 10:00 am to interview all applicants to fill the vacancy on the Board of Directors. All interviews will be scheduled time certain.

The Board of Directors also agreed and announced that at the regular meeting scheduled for September 11, 2013 they would appoint the successful applicant to fill the vacancy on the Board of Directors.

6. Adjournment

Meeting adjourned at 10:01 am.

Karlana Rannals
Secretary

James H Ashcraft
President

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
24150	\$0.00	Voided Check	Great Plains Error
24151	\$0.00	Voided Check	Great Plains Error
24152	\$40,928.00	City of Encinitas - Fire	Salary - Cooperative Efforts (DM-DB-ENC-
24153	\$227.47	Complete Office of California Inc	Office Supplies
24154	\$84.64	Daniels Tire Service Inc	Tires & Tubes
24155	\$17,503.88	Motorola Solutions Inc	Radio Equipment Replacement
24156	\$240.00	North County Dispatch JPA	Computer - License/Software
24157	\$2,794.26	Parkhouse Tire, Inc.	Tires & Tubes; Scheduled - ID 0811; Repair - ID 0312
24158	\$700.00	Santa Fe Irrigation District	NCDJPA parking
24159	\$3,500.00	Shore Electric - Shock Wave Entrp Inc	Building ADMIN
24160	\$1,079.79	Sturtevant, James F.	Station Maintenance - RSF-1 Reimbursement
24161	\$57.00	Terminix International	Building RSF2
24162	\$2,068.15	The SoCo Group Inc	Gasoline & Diesel Fuel
24163	\$12.00	U P S	Shipping Service
24164	\$15,634.37	U S Bank Corporate Payment System	Cal-Card./IMPAC program
24165	\$152.90	ABC Mowers & Supply	Landscape Maintenance Supply
24166	\$1,307.06	AT&T Calnet 2	Telephone RSF2; RSF3; RSF4
24167	\$155.00	AFSS -Southern Division	Association Dues - Admin
24168	\$72,926.00	Business Owner's Ins Agency	Commercial - Liability - Auto Coverage
24169	\$897.00	C.A.P.F.	Disability/Life Insurance
24170	\$5,239.00	Charles Z Fedak & Company	Accounting-Audit Services
24171	\$59,817.00	City of San Marcos	Workers' Compensation
24172	\$150.00	CSDA-S.D. Chapter	Association Dues
24173	\$1,364.68	Dell Marketing	Computer/Printer Replacement
24174	\$550.00	Fire Dist. Association of CA	Association Dues
24175	\$3,128.90	Guardian Life Insurance Co	Medical Insurance
24176	\$56,960.40	Health Net	Medical Insurance
24177	\$13,728.96	Kaiser Permanente	Medical Insurance
24178	\$343.00	North County EVS Inc	Repair - ID 9611
24179	\$350.00	SDCFCA	Association Dues
24180	\$100.00	SDCFCA - FPO Section	Association Dues
24181	\$2,370.00	Symphony Asset Pool XVII LLC	Cielo HOA Fees - Admin Bldg
24182	\$548.43	The Lincoln National Life Ins Co	Disability/Life Insurance

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
24183	\$6.99	4S Ranch Gasoline & Carwash LP	Car Wash
24184	\$442.50	Accme Janitorial Service Inc	Building ADMIN
24185	\$1,718.06	All Star Fire Equipment, Inc.	Safety Equipment
24186	\$291.54	AT&T Calnet 2	Telephone RSF1, RSF3, Admin & NCDJPA Rebill
24187	\$7,343.00	Auditor and Controller	LAFCO
24188	\$841.43	Brodings Battery Warehouse Inc	Repair - ID 9611
24189	\$6,600.00	Career Survival Group	Suppression - Local Conf/Seminars
24190	\$105.97	CDW Government Inc.	Computer Equipment/Parts
24191	\$292.00	Cnty of San Diego DEH	Permits - County/City
24192	\$288.31	Complete Office of California Inc	Office Supplies
24193	\$358.00	County of SD APCD	Permits - County/City
24194	\$2,481.50	County of SD/RCS	800 MHz Network Admin Fees
24195	\$225.96	Dept of Forestry & Fire Protec	Station Maintenance - RSF-4
24196	\$672.09	Employment Development Dept	Unemployment Insurance
24197	\$2,700.00	FireStats	GIS Services
24198	\$360.00	Fitch Law Firm Inc	Legal Services
24199	\$3,434.91	Johnson Equipment Co	2013 Ford Escape SE
24200	\$1,428.74	Konica Minolta Business Inc	Copier Maintenance Contract
24201	\$489.90	L N Curtis & Sons Inc	Apparatus Tools/Equipment Repair
24202	\$217.00	Ligtenberg, Ray	CSA-17 - Supplies Reimbursement
24203	\$14,026.83	North County EVS Inc	Fleet Equipment Maintenance/Repair; Repair - ID 0311; Scheduled - ID 9611; Repair - ID 9611
24204	\$1,773.14	Olivenhain Municipal Water District	Water RSF2; RSF3; RSF4
24205	\$325.00	Rancho Santa Fe Rotary	Association Dues
24206	\$43.75	Rose Business Solutions Inc	Consulting Services
24207	\$6,000.00	S & R Towing, Inc.	Suppression - Local Conf/Seminars
24208	\$1,491.87	San Diego Gas & Electric	Elec/Gas/Propane FBR3
24209	\$998.75	Scott Davis Consulting	Computer Programming
24210	\$64.00	State of CA Dept of Justice	Background Investigation - Employment
24211	\$434.58	TelePacific Communications	Telephone ADMIN
24212	\$3,050.17	The SoCo Group Inc	Gasoline & Diesel Fuel
24213	\$3,156.00	TIP - San Diego Inc	T.I.P. Program
24214	\$12.00	U P S	Shipping Service

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
24215	\$2,077.68	Waste Management Inc	Trash Disposal RSF1; RSF2; RSF4; RSF Assn - Patrol Rebill; NCDJPA
24216	\$5,500.00	WinTech Computer Services	Consulting Services
24217	\$6.99	4S Ranch Gasoline & Carwash LP	Car Wash
24218	\$115.00	A to Z Plumbing Inc	Station Maintenance - RSF-1
24219	\$327.11	AT&T Calnet 2	Telephone RSF1; 2; 4; NCDJPA Rebill; Admin
24220	\$2,510.00	CDW Government Inc.	Computer - License/Software
24221	\$94.83	Complete Office of California Inc	Office Supplies
24222	\$783.93	Home Depot, Inc	Apparatus - Miscellaneous; Keys; Propane (Cooking); Station Maintenance - RSF-1/2/3/4; Landscape Maintenance Supply
24223	\$729.00	Mertz, William C.	School Education/Training Reimbursement
24225	\$7,755.84	Physio-Control Inc.	CSA-17 - Supplies
24226	\$291.00	Pitney Bowes Inc	Equipment Rental
24227	\$4,777.91	San Diego Gas & Electric	Elec/Gas/Propane ADMIN; RSF 1; 4
24228	\$36.30	Staples Advantage	Office Supplies
24229	\$548.43	The Lincoln National Life Ins Co	Disability/Life Insurance
24230	\$672.40	The SoCo Group Inc	Gasoline & Diesel Fuel
24231	\$1,250.00	ThyssenKrupp Elevator Inc	Elevator Service
24232	\$12.00	U P S	Shipping Service
24233	\$1,020.14	Uniforms Plus	Uniform - Safety Personnel; Uniform - Administrative
24234	\$13.98	4S Ranch Gasoline & Carwash LP	Car Wash
24235	\$63.00	AAA Live Scan	Background Investigation - Employment
24236	\$182.82	ABC Mowers & Supply	Fleet Equipment Maintenance/Repair
24237	\$158.07	AT&T	Telephone RSF1; RSF2; RSF3
24238	\$738.00	Cnty of San Diego DEH	Permit-Generator
24239	\$103.04	Complete Office of California Inc	Office Supplies
24240	\$200.00	County of SD APCD	Bank Charges-Administrative Fees; Miscellaneous Reimbursable
24241	\$54.99	Cox Communications	Telephone RSF3
24243	\$300.00	Dependable Alarm Systems Inc	Alarm System Monitoring - Admin
24244	\$863.03	Engineered Mechanical Services Inc	Station Maintenance - RSF 2
24246	\$185.00	L N Curtis & Sons Inc	Fleet Equipment Maintenance/Repair
24247	\$35.00	Metro Fire & Safety Inc	Station Maintenance - RSF 2
24248	\$99.99	North County EVS Inc	Repair - ID 0336 (OES)

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
24249	\$624.00	RSF Security Inc	Alarm System Monitoring - Admin
24250	\$105.82	Staples Advantage	Office Supplies
24251	\$211.00	Terminix International	Building RSF1; RSF3; RSF4; ADMIN
24252	\$3,627.18	The SoCo Group Inc	Gasoline & Diesel Fuel
24253	\$14.96	U P S	Shipping Service
24254	\$63.00	Western City Magazine	Subscriptions
Various	\$7,797.75	Various	Medical Reimbursements
subtotal	\$402,743.32		
15-Jul-13	187,306.96	RSFFPD	Payroll
16-Jul-13	6,058.27	RSFFPD	Payroll
31-Jul-13	265,639.25	RSFFPD	Payroll
subtotal	459,004.48		

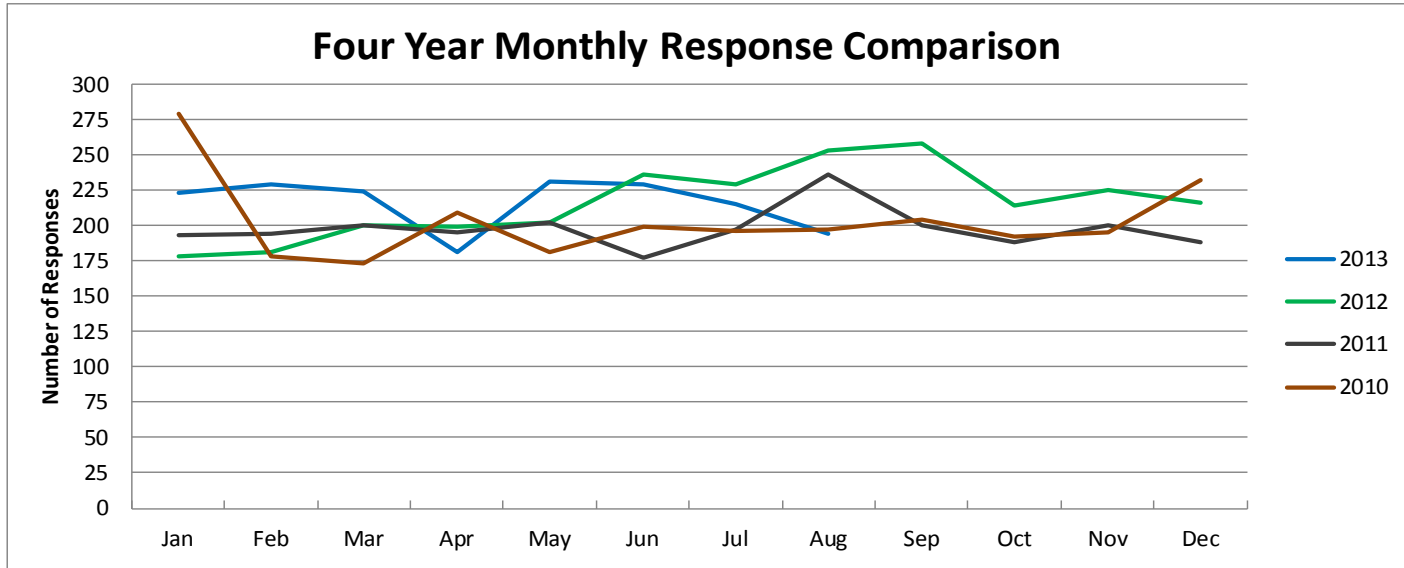
Total	\$861,747.80
--------------	---------------------

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
24255	\$20.97	4S Ranch Gasoline & Carwash LP	Car Wash
24256	\$21.00	AAA Live Scan	Background Investigation - Employment
24257	\$354.00	Accme Janitorial Service Inc	Building ADMIN
24258	\$7,297.78	Alert-all Corporation	Fire Prevention Week/ Material/Supplies/ Public Education Material
24259	\$1,599.12	AT&T Calnet 2	Telephone RSF-1, 2, 3, 4, ADMIN & NCDJPA
24260	\$12,973.23	bkm Officeworks	Furniture
24261	\$502.28	Blend	Outside Printing & Binding
24263	\$897.00	C.A.P.F.	Disability/Life Insurance
24264	\$1,028.00	Charles Z Fedak & Company	Accounting-Audit Services
24265	\$292.00	Cnty of San Diego DEH	Permit-Generator
24266	\$320.51	Complete Office of California Inc	Office Supplies
24267	\$400.00	County of San Diego EMS	CSA-17 - Supplies
24268	\$2,519.95	County of SD/RCS	CAP Code Paging Service / 800 MHz Network Admin Fees
24269	\$364.00	Danner, Chris	School Education/Training Reimbursement
24270	\$637.90	Davidson, Bret A	Meetings/Meal Expenses Reimbursement
24271	\$780.00	Dennis E. Sceville & Sons	Station Maintenance - RSF-1, 2, 3 & 4
24272	\$2,128.66	Direct Energy Business - Dallas	Elec/Gas/Propane RSF1
24273	\$2,434.74	Engineered Mechanical Services Inc	Station Maintenance - RSF-1, 2, 3, 4 & Admin
24274	\$1,740.00	Fitch Law Firm Inc	Legal Services
24275	\$19.00	Gibbs, Michael J.	Permits - County/City Reimbursement
24276	\$3,305.81	Guardian Life Insurance Co	Medical Insurance
24277	\$56,960.40	Health Net	Medical Insurance
24278	\$263.85	Home Depot, Inc	Station Maintenance - RSF-1, 2, 3, Office Supplies, Hydrant Maintenance
24279	\$5,718.96	Jauregui & Culver Inc	Refuel Facility Repair/ Permit-Generator/ Miscellaneous Reimbursable
24280	\$13,728.96	Kaiser Permanente	Medical Insurance
24283	\$189.71	MES California	Safety Clothing
24284	\$793.94	Metro Fire & Safety Inc	Station Maintenance - RSF-1, 4, NCDJPA, Scheduled - ID 0312
24285	\$23,833.99	North County Dispatch JPA	MDC Equipment Reserves (NCDJPA)/ MDC - Maintenance
24286	\$2,086.45	Olivenhain Municipal Water District	Water RSF2, 3 & 4
24287	\$132,350.67	PERS	PERS (Employer Paid)

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
24288	\$500.00	RSF Admin Fund	Miscellaneous Reimbursable
24289	\$2,000.00	RSF Community Services Distric	Sewer RSF1, 4 Admin & NCDJPA
24290	\$2,221.34	San Diego Gas & Electric	Elec/Gas/Propane RSF2
24291	\$1,275.18	Santa Fe Irrigation District	Water RSF1 & NCDJPA
24292	\$467.50	Scott Davis Consulting	Computer Programming
24293	\$543.00	SDCPA / 911 Responder	CSA-17 - Supplies
24294	\$105.00	State Fire Training	Certification - Carey & Chapin
24295	\$235.00	Steven Enterprises, Inc	Repair Machines & Office Equipment
24296	\$2,370.00	Symphony Asset Pool XVII LLC	Cielo HOA Fees
24297	\$57.00	Terminix International	Building RSF2
24298	\$133.64	The San Diego Union-Tribune, LLC	Advertising
24299	\$5,210.05	The SoCo Group Inc	Gasoline & Diesel Fuel
24300	\$1,717.08	ThyssenKrupp Elevator Inc	Elevator Service/ NCDJPA
24301	\$24.00	U P S	Shipping Service
24302	\$6,149.19	U S Bank Corporate Payment System	Cal-Card./IMPAC program
24303	\$120.42	Uniforms Plus	Uniform - Safety Personnel
24304	\$1,132.80	Verizon Wireless	MDT Broadband + ATN Line/ Telephone - Cellular
24305	\$135.00	Vinyard Doors Inc	Building RSF1
24306	\$1,220.51	Waste Management Inc	Trash Disposal RSF1, 2, 3, 4, NCDJPA & RSF Assn - Patrol
24307	\$5,500.00	WinTech Computer Services	Consulting Services
24308	\$6.99	4S Ranch Gasoline & Carwash LP	Car Wash
24309	\$115.00	A to Z Plumbing Inc	Station Maintenance - RSF-4
24310	\$324.39	AT&T Calnet 2	Telephone ADMIN, RSF 1, 2, 4 & NCDJPA
24311	\$5,285.70	Citygate Associates LLC	Consulting Services
24312	\$2,001.17	Daniels Tire Service Inc	Scheduled - ID 0982
24313	\$201.00	Engineered Mechanical Services Inc	Station Maintenance - RSF-4
24314	\$217.00	Jordan, Marshall W.	CSA-17 - Supplies Reimbursement
24315	\$830.55	Life-Assist Inc	CSA-17 - Supplies
24316	\$230.00	Ligtenberg, Ray	School Education/Training Reimbursement
24317	\$395.75	MES California	Boots Safety
24318	\$502.44	North County EVS Inc	Repair - ID 0211/ Fleet Equipment Maintenance/Repair
24319	\$2,865.98	P M I Supply Inc.	CSA-17 - Supplies
24320	\$5,650.00	Pacific Sun Development	Admin (Cielo) Bllldg - Facility Improvement

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
24321	\$25,000.00	Rancho Santa Fe Fire Protection District	Interfund Transfer
24322	\$5,984.18	San Diego Gas & Electric	Elec/Gas/Propane RSF1, 3, 4 Admin
24323	\$32.00	State of CA Dept of Justice	Background Investigation - Employment
24324	\$445.46	TelePacific Communications	Telephone ADMIN
24325	\$2,836.66	The SoCo Group Inc	Gasoline & Diesel Fuel
24326	\$12.00	U P S	Shipping Service
24327	\$86.78	Uniform Specialists Inc	Uniform - Prevention
24328	\$230.00	Advanced Communications Systems Inc	Radio (Mobile Repair)
24329	\$285.00	Bennett, Luke D.	School Education/Training Reimbursement
24331	\$217.80	Complete Office of California Inc	Office Supplies
24332	\$54.99	Cox Communications	Telephone RSF3
24333	\$1,548.54	Dell Marketing	Computer/Printer Replacement
24334	\$1,877.26	Direct Energy Business - Dallas	Elec/Gas/Propane RSF1
24335	\$217.00	Galindo, Chris	CSA-17 - Supplies Reimbursement
24336	\$3,305.81	Guardian Life Insurance Co	Medical Insurance
24337	\$56,960.40	Health Net	Medical Insurance
24338	\$13,728.96	Kaiser Permanente	Medical Insurance
24340	\$50.00	SDCTOA	Association Dues
24341	\$477.49	Steven Enterprises, Inc	Repair Machines & Office Equipment
24342	\$548.43	The Lincoln National Life Ins Co	Disability/Life Insurance
24343	\$1,200.23	The SoCo Group Inc	Gasoline & Diesel Fuel
24344	\$12.00	U P S	Shipping Service
24345	\$10.85	Uniform Specialists Inc	Uniform - Safety Personnel
24346	\$1,595.35	Uniforms Plus	Uniform - Safety Personnel
24347	\$13.98	4S Ranch Gasoline & Carwash LP	Car Wash
24348	\$881.22	AT&T	Telephone RSF1, 2, 3 Admin
24349	\$1,307.06	AT&T Calnet 2	Telephone RSF2, 3 & Admin
24350	\$682.50	C.A.P.F.	Disability/Life Insurance
24351	\$431.00	Carranza, Kyle	School Education/Training Reimbursement
24353	\$798.41	Engineered Mechanical Services Inc	Station Maintenance - RSF-4
24354	\$1,290.00	Liebert Cassidy Whitmore	Legal Services
24355	\$165.77	Life-Assist Inc	CSA-17 - Supplies

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
24357	\$6,507.30	North County EVS Inc	Scheduled - ID 0981, ID 9611, ID 0311, ID 0312, ID 0262 & Repair - ID 0262
24358	\$291.61	R J Safety Supply Co Inc	Calibration/Maintenance of Speciality Eq
24359	\$131.25	Rose Business Solutions Inc	Consulting Services/ Computer Programming
24360	\$10.00	SDCFCA - Admin Section	Meetings/Meal Expenses - Caccavo
24361	\$811.73	SimplexGrinnell LP	Station Maintenance - RSF-1
24362	\$211.00	Terminix International	Building RSF1, 3, 4, Admin & NCDJPA
24363	\$3,083.37	The SoCo Group Inc	Gasoline & Diesel Fuel
24364	\$509.85	ThyssenKrupp Elevator Inc	Elevator Service
24365	\$12.00	U P S	Shipping Service
24366	\$16,028.82	U S Bank Corporate Payment System	Cal-Card./IMPAC program
24367	\$1,156.99	Verizon Wireless	MDT Broadband + ATN Line, Telephone - Cellular & Cellular parts/supplies
24368	\$1,162.29	Waste Management Inc	Trash Disposal RSF1, 2, 3, 4, NCDJPA & RSF Assn - Patrol
EFT14	\$16.37	Caccavo, Alicea I.	Mileage Reimbursement
EFT15	\$100.00	Rainville, Greg D.	School Education/Training Reimbursement
Various	\$8,972.32	Various	Medical Reimbursement
subtotal	\$477,625.27		
15-Aug-13	189,230.89	RSFFPD	Payroll
16-Aug-13	10,782.44	RSFFPD	Payroll
30-Aug-13	6,159.94	RSFFPD	Payroll
31-Aug-13	269,458.34	RSFFPD	Payroll
subtotal	475,631.61		
Grand \$953,256.88			



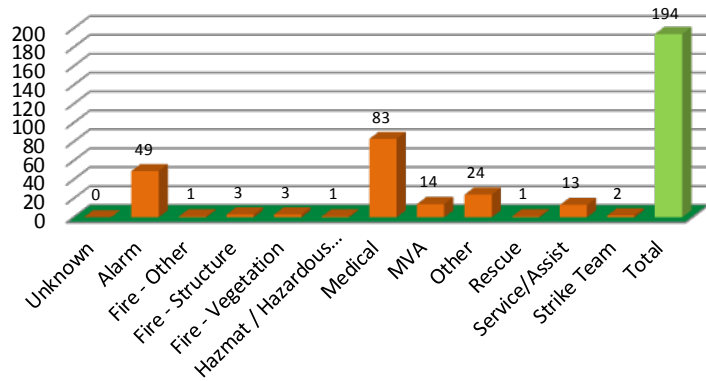
2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	223	229	224	181	231	229	215	194					1,726
YTD	223	452	676	857	1,088	1,317	1,532	1,726					3%

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	178	181	200	199	202	236	229	253	258	214	225	216	2,591
YTD	178	359	559	758	960	1,196	1,425	1,678	1,936	2,150	2,375	2,591	9.32%

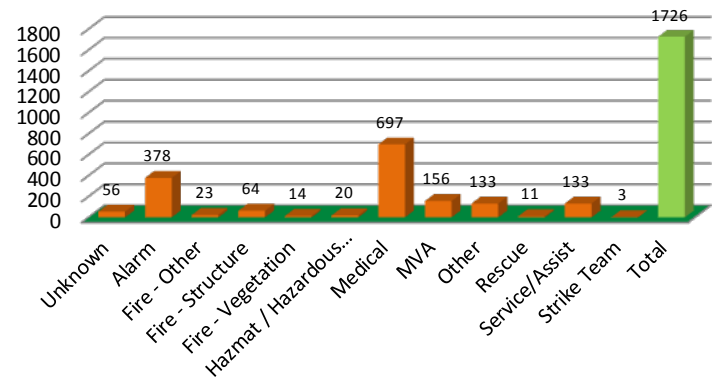
2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	193	194	200	195	202	177	197	236	200	188	200	188	2,370
YTD	193	387	587	782	984	1,161	1,358	1,594	1,794	1,982	2,182	2,370	2.6% decrease

2010	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	279	178	173	209	181	199	196	197	204	192	195	232	2,435
YTD	279	457	630	839	1,020	1,219	1,415	1,612	1,816	2,008	2,203	2,435	4.7% increase

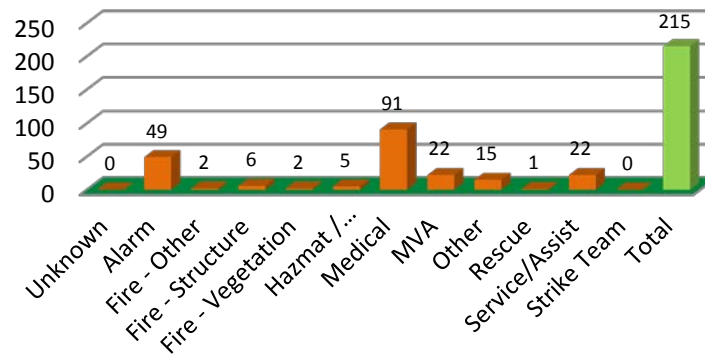
Call Volume By Incident Type August 2013

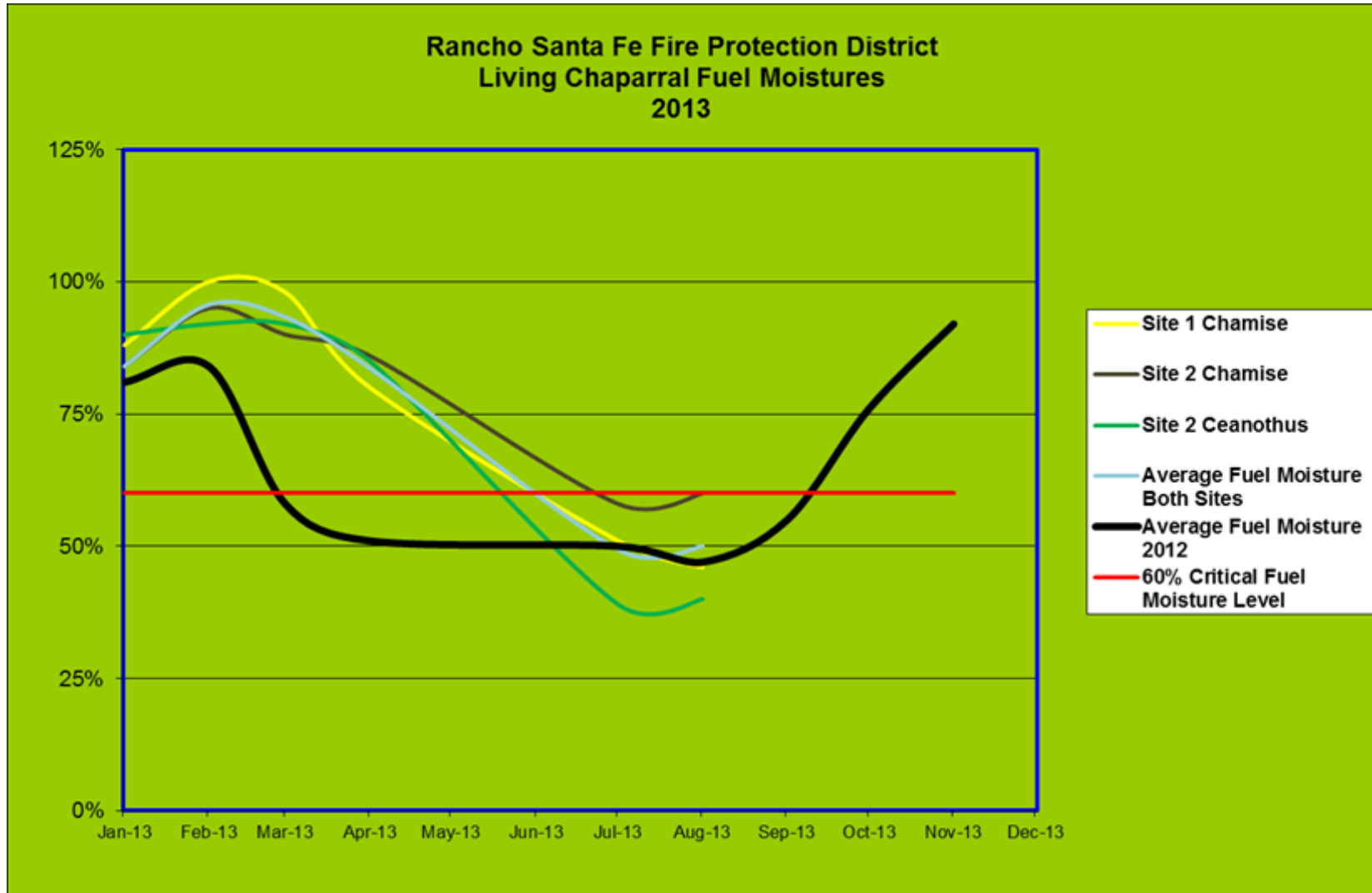


Call Volume By Incident Type YTD 2013



Call Volume By Incident Type July 2013





Significant Incidents/Overhead Assignments

DATE	Incident/ Location	TYPE	UNIT/PERSON	DOLLAR LOSS
July 6 th	"Chariot" - Banner Grade SD Co.	Wildland Fire	WT2651	
July 19 th	"Mountain" Idyllwild, CA	Wildland Fire	Line Medic	
August 22 nd	Camino Saucito RSF	Structure Fire		\$25,000
August 5 th	"Fall" Ortega Hwy. Riv. Co.	Wildland Fire	WT2651	
August 5 th	Station Cover Riv. Co.	Cover Assignment	E2612	
August 7 th	"Silver" Poppet Flats Riv. Co.	Wildland Fire	BR2662	
August 23 rd	"Rim" Yosemite, CA	Wildland Fire	OES 336	
August 23 rd	"Rim" Yosemite, CA	Wildland Fire	WT2651	
September 1 st	Morgan Run Golf Club RSF	Structure Fire		\$10,000 +

July 2013

July 2013							August 2013						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31

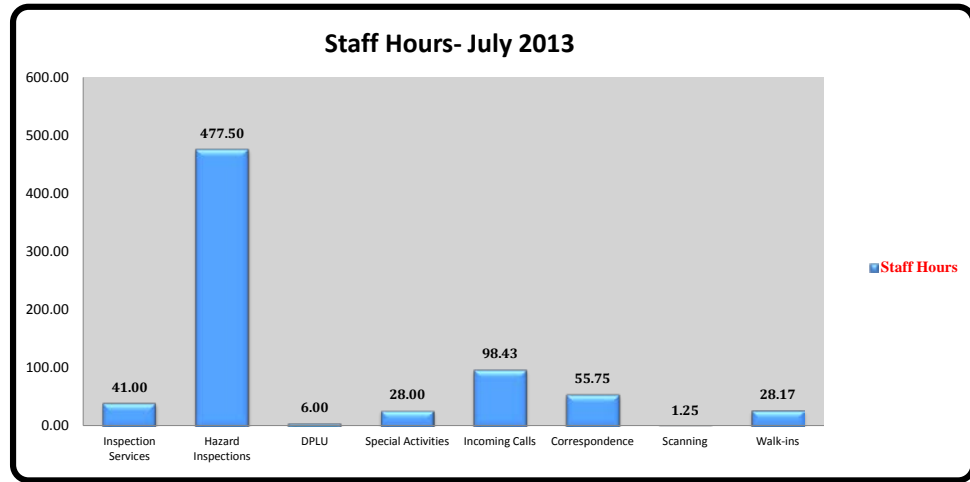
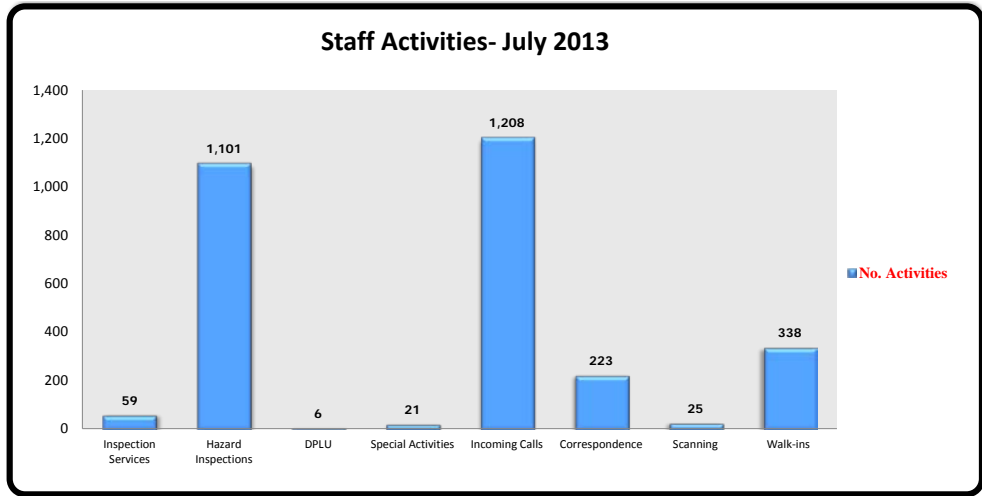
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jun 30 - Jul 6	Jun 30	Jul 1	2	3	4	5	6
		B Shift 10:00am 11:00am Map Test- 1st Quarter (Solana Beach) - Activity	Philips EKG Monitor Rd 9:00am 11:00am Wildland drill with S 1:00pm 4:30pm EFF W 1:30pm 3:00pm Environ 1:30pm 2:30pm ENC 23	Philips EKG Monitor Rd 7:00am 4:00pm EFF WT2851 APT (RSF 2 Test Pit) - Louis Marro	C Shift 1:30pm 3:00pm Heat Related Emergencies Presentation - Mitchell (SOL) - Activity	B Shift	C Shift 10:00am 3:00pm 2411 or T2471 Show and Tell / Lunch Provided (San Dieguito Regional Pa
Jul 7 - 13	7	8	9	10	11	12	13
	A Shift	8:00am 8:30am ENC - SCBA Class and Fit Test (ENC Sta 5)	8:00am 8:30am ENC - SCBA Class and Fit Test (ENC Sta 5)	8:00am 8:30am ENC - SCBA Class and Fit Test (ENC Sta 5)	A Shift 1:30pm 2:30pm Operations Committee Meeting (Televideo) - Mike M. Shore	B Shift 9:00am 12:00pm Hoselays- E2411 (RSF#2) - Activity	Philips EKG Monitor Rd
Jul 14 - 20	14	15	16	17	18	19	20
	B Shift 1:30pm 3:00pm Confined Space presentation (Solana Beach) - Activity	C Shift	B Shift	9:00am 12:00pm Muscular Skeletal trauma and burns (E) 1:30pm 4:30pm Muscular Skeletal trauma and burns (R)	8:00am 8:30am Muscular Skeletal trauma and burns (E) 1:30pm 4:30pm Muscular Skeletal trauma and burns (R)	8:30am 11:30am Safety Meeting (RSF 1) - Nicholas R. Chapin 10:00am 11:00am ENC2313/Fire Safety Presentation (YMCA-	A Shift
Jul 21 - 27	21	22	23	24	25	26	27
	C Shift	A Shift	8:00am 8:30am Muscular Skeletal trauma and burns (E) 1:30pm 4:30pm Muscular Skeletal trauma and burns (R)	8:45am 11:45am Captains Meeting (R) 9:00am 12:00pm Heavy Lifting Class (RSF Sta 2) 1:30pm 4:30pm Heavy Lifting Class (RSF Sta 2)	9:00am 12:00pm Heavy Lifting Class (RSF Sta 2) - Activity Cale 1:30pm 4:30pm Heavy Lifting Class (RSF Sta 2)	Complete Quarterly St 9:00am 12:00pm Heavy Lifting Class (RSF Sta 2) 9:00am 12:00pm Sta 2 Inspections (hawthor 1:30pm 4:30pm Heavy	B Shift
Jul 28 - Aug 3	28	29	30	31	Aug 1	2	3
	C Shift	9:00am 12:00pm Heavy Lifting Class (RSF Sta 2) 1:30pm 4:30pm Heavy Lifting Class (RSF Sta 2) 2:00pm 4:00pm Fire Inspection (Sta 3)	8:30am 12:00pm inspections (Willow c) 9:00am 12:00pm Heavy Lifting Class (RSF Sta 2) 1:30pm 4:30pm Heavy Lifting Class (RSF Sta 2)	9:00am 12:00pm Heavy Lifting Class (RSF Sta 2) 1:30pm 4:30pm Heavy Lifting Class (RSF Sta 2)			

August 2013

August 2013							September 2013						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jul 28 - Aug 3	Jul 28	29	30	31	Aug 1	2	3
					9:00am 12:00pm Sexual Harrassment Training (RSF Sta 1 C) 1:30pm 4:30pm Sexual Harrassment (RSF Sta 1 classroom)	9:00am 12:00pm Sexual Harrassment Training (RSF Sta 1 C) 1:30pm 4:30pm Sexual Harrassment (RSF Sta 1 Classroom)	B Shift
Aug 4 - 10	4	5	6	7	8	9	10
	A Shift	B Shift 9:00am 11:00am Zone RICDrill Meeting (Carlsbad Training Center) - Activity Calendar	8:00am 8:30am SDG&E (CBD) 8:30am 11:30am Workers Comp Training (Sta 4)	8:00am 8:30am SDG&E (CBD) 8:30am 11:30am Workers Comp Training (Sta 4)	8:00am 8:30am SDG&E (CBD) 8:30am 11:30am Workers Comp Training (RSF Adimistration Boardr)	B Shift	C Shift
Aug 11 - 17	11	12	13	14	15	16	17
	A Shift 5:45pm 6:15pm Birthday party (17133 Castello Circle, 92127) - Julie E. Taber	C Shift 4:00pm 5:00pm Station Tour (Station 2) - Julie E. Taber	9:00am 12:00pm Cole Thompson 4th Quarter Test (Station) 9:00am 12:00pm Cory Ender 4th Quarter Exam (Sta 2) - Activit	9:00am 12:00pm Firefighter Survival - Zone Drill (CBD Trai 1:30pm 4:30pm Firefighter Survival (CBD Training Facilit	8:00am 8:30am Target Safety Meeting (RSF) 9:00am 12:00pm 2604 - UDC Grant (SD Coun 9:00am 12:00pm Firefig 1:30pm 4:30pm Firefigh	9:00am 12:00pm Firefighter Survival - 9:00am 10:00am Turn Out Fitting for A. Sa 1:30pm 4:30pm Firefighter Survival (A Shift 8:00am 5:00pm Paper Shred (Sta. 2) - Mike M. Shore 10:00am 2:00pm Northrup Gruman O
Aug 18 - 24	18	19	20	21	22	23	24
	B Shift	C Shift	B Shift	8:00am 5:00pm E2611 Mini Academy Hose lays (RSF #2) - David C. McQuead 8:00am 8:30am EMS (ENC/RSF)	9:00am 12:00pm SDG&E (CBD) 1:30pm 4:30pm SDG&E Training (CBD)	9:00am 12:00pm SDG&E (CBD) 1:30pm 4:30pm SDG&E Training (CBD)	9:00am 12:00pm SDG&E (CBD) 1:30pm 4:30pm SDG&E Training (CBD)
Aug 25 - 31	25	26	27	28	29	30	31
	C Shift 1:00pm 5:00pm Birthday Party (RSF-2 Training Room) - Julie E. Taber	A Shift 8:00am 9:00am SCBA Compressor Annual Maintenance (RSF4) - Luke Bennett	8:00am 8:30am EMS (ENC/RSF)	8:00am 8:30am EMS (ENC/RSF)	B Shift 12:00pm 1:00pm Station Tour (Station 2) - Julie E. Taber	A Shift	B Shift

**Fire Prevention Monthly Staff Report
July 2013**



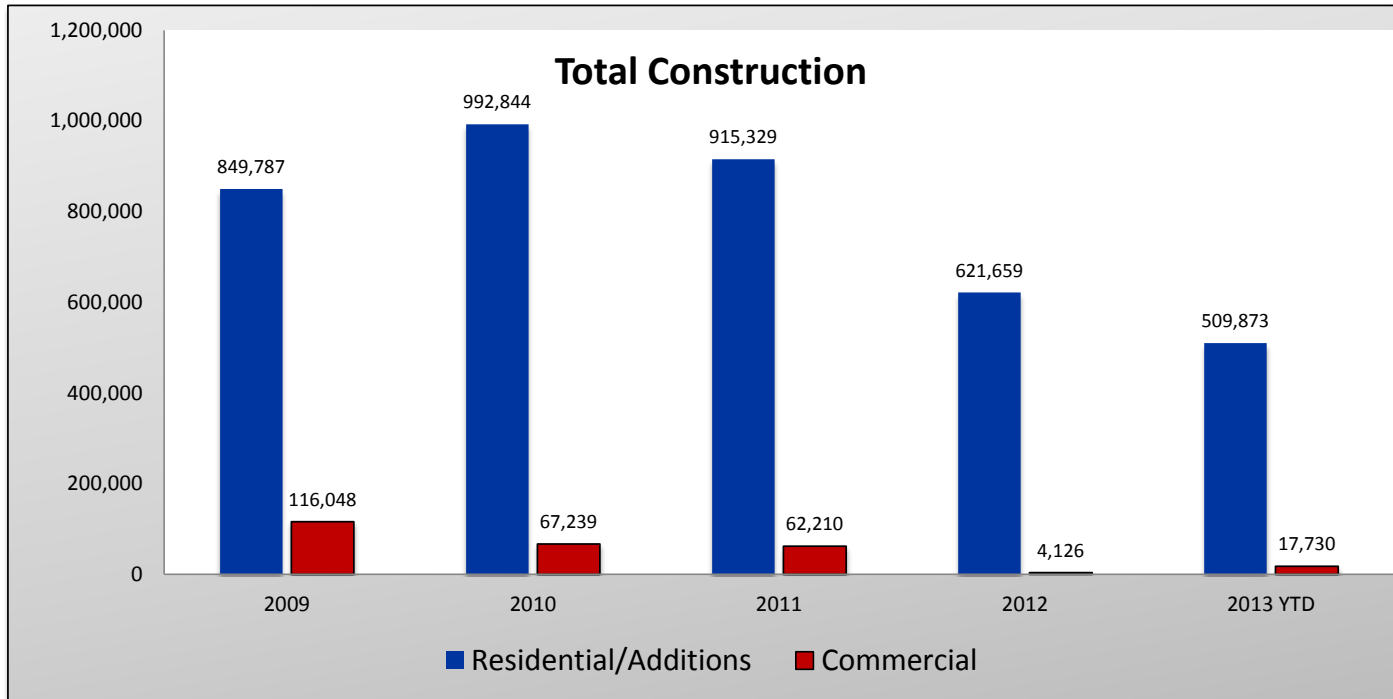
Comparison 2012/2013 Total Monthly Hours/Activities

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	954	833	948	1191	1287	1585	3022	1851	2053	1687	1186	1418
Hours	262.85	169.42	214.77	342.03	281.52	322.38	331.48	305.88	395.3	450.87	215.75	319.05

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	1487	1658	2077	2150	2217	2677	2981					
Hours	241.40	230.15	385.33	329.17	347.97	388.33	736.1					

NOTE: This summary report is not intended to capture all staff hours worked but only to illustrate activity.

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau -Construction
July 2013



Year	Res/Add	Comm	Total
2009	849,787	116,048	965,835
2010	992,844	67,239	1,060,083
2011	915,329	62,210	977,539
2012	621,659	4,126	625,785
2012 YTD	455,985	4,126	460,111
2013 YTD	509,873	17,730	527,603

Comparison 2012/2013 Total Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	32,208	25,725	65,313	124,980	64,041	73,962	73,882	6,960	88,364	23,750	1,132	45,468
2013	47,186	70,209	30,161	133,234	23,840	175,693	47,280					

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
July 2013

PLAN REVIEW

RESIDENTIAL PLAN REVIEWS		Number of Structures	Sq Footage
Deputy Fire Marshal		14	26,474
PT Fire Inspectors		0	0
Fire Inspector/Forester		0	0
TOTAL		14	26,474
RESIDENTIAL ADDITIONS		Original Sq Footage	Added Sq Footage
Deputy Fire Marshal		15,716	4,696
PT Fire Inspectors		0	0
Fire Inspector/Forester		0	0
TOTAL		15,716	4,696
COMMERCIAL PLAN REVIEWS		Number of Structures	Sq Footage
Deputy Fire Marshal		3	16,110
PT Fire Inspectors		0	0
Fire Inspector/Forester		0	0
TOTAL		3	16,110
TOTAL NEW CONSTRUCTION		Sq Footage	
Based on permitted Sq footage		Total Added	47,280
FIRE SPRINKLER REVIEWS		Commercial	Residential
Deputy Fire Marshal		5	3
PT Fire Inspectors		0	0
Fire Inspector/Forester		0	2
TOTAL		5	5
TENANT IMPROVEMENTS		Number of Structures	Sq Footage
Deputy Fire Marshal		1	1,136
PT Fire Inspectors		0	0
Fire Inspector/Forester		1	0
TOTAL		2	1,136
LANDSCAPE REVIEWS		Number of Reviews	Staff Hours
Deputy Fire Marshal		0	0.00
PT Fire Inspectors		0	0.00
Fire Inspector/Forester		41	16.00
TOTAL		41	16.00

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
July 2013

SERVICES PROVIDED- FIRE PREVENTION

DPLU -All Staff	Number	Staff Hours
Project Availability Forms	3	3.00
Use Permits	0	0.00
Zaps	0	0.00
Administrative Review	0	0.00
Habit Plans	0	0.00
Approval Letters	3	3.00
CWPP/FPP	0	0.00
TOTAL	6	6.00
INSPECTION SERVICES- All Staff		
	Number of Inspections	Staff Hours
Undergrounds	4	4.00
Hydros (Fire Sprinklers)	19	10.00
Finals (Structures)	28	22.00
Landscape	4	2.00
Reinspections	0	0.00
Tents/Canopy	1	1.00
Burn Permits	0	0.00
Department of Social Service Licensing	2	1.00
Knox/Strobe	0	0.00
Code Enforcement	0	0.00
Engine Company Follow Up	1	1.00
Misc.	0	0.00
TOTAL	59	41.00
HAZARD INSPECTIONS - All Staff		
	Number of Inspections	Staff Hours
Weed Abatement Inspection	721	350.00
Weed Abatement Reinspection	105	28.00
1st Notice	149	45.00
2nd Notice	56	21.25
Final Notice	15	4.25
Forced Abatement	0	0.00
Postings	2	1.00
Annual Mailers	0	0.00
Homeowner Meeting	53	28.00
WUI	0	0.00
TOTAL	1,101	477.50
GRADING -All Staff		
	Number of Inspections	Staff Hours
Plan Review	8	8.00
TOTAL	8	8.00

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
July 2013

ADMINISTRATIVE SERVICES- FIRE PREVENTION

SPECIAL ACTIVITIES/EDUCATION-All Staff	Number	Staff Hours
GIS Mapping	0	0.00
CalFire Crew Projects	0	0.00
Hazmat	0	0.00
Emergency Response/Support	0	0.00
Training Classes	1	3.00
Conferences	1	2.00
Meetings	19	23.00
Other	0	0.00
Supervision	0	0.00
Fuels Reduction	0	0.00
TOTAL	21	28.00
FIRE PREVENTION -All Staff	Number	Staff Hours
Incoming Phone Calls	1,208	98.43
Correspondence	223	55.75
Consultations	45	38.00
Plan Review	80	53.25
Scanning	25	1.25
General Office	3	6.00
TOTAL	1,584	252.68

ADMINISTRATIVE SERVICES- OFFICE SUPPORT

OFFICE COORDINATOR-PREVENTION	Number	Staff Hours
Phone Calls (All Administrative Staff) Internal & External	952	47.60
Correspondence (via email) and Scheduling Inspections	100	25.00
Walk in/Counter (All Administrative Staff)	338	28.17
Knox Application Request	8	0.67
UPS Outgoing Shipments	1	0.08
Plan Accepted/Routed	80	13.33
Special Projects	4	20.00
Scanning Documents/Electronic Files	25	1.25
Meetings: Admin/Prevention/Admin Shift	6	6.00
Post Office Runs	24	13.50
Deposit runs and preparations	10	5.00
TOTAL	1,548	161

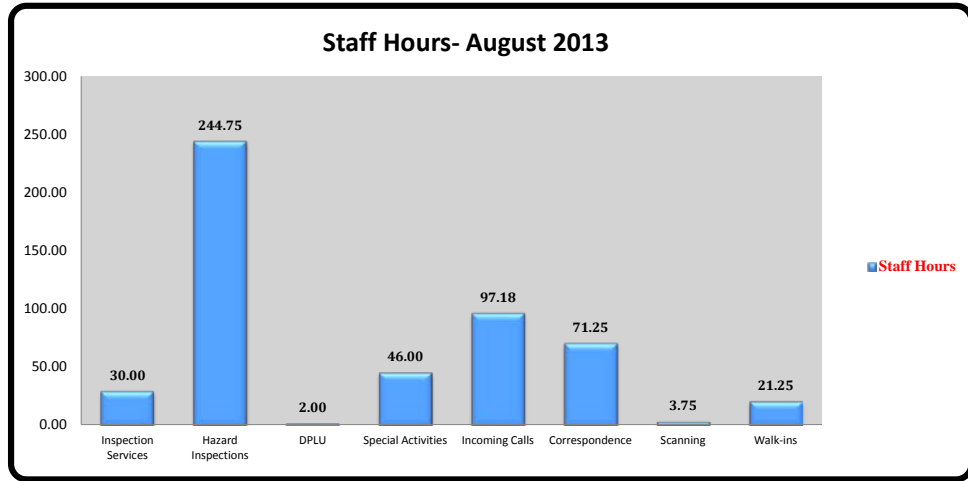
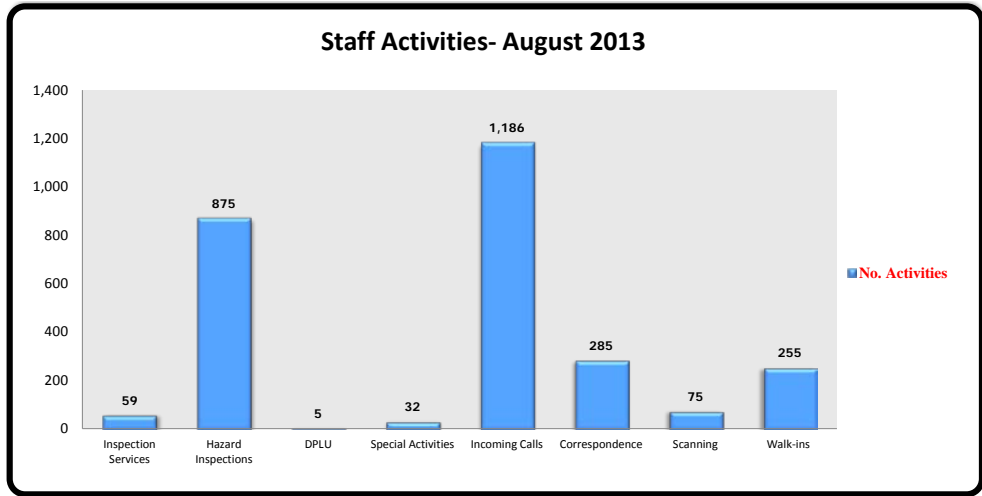
Rancho Santa Fe Fire District
Public Education Coordinator - Monthly Report
July 2013

WEBSITE/INTERNET		Staff Hours
Update existing info & documents:		2.0
<i>Updated home page, news, etc</i>		2.0
New design progress:		1.0
<i>Page final touches</i>		1.0
		0.0
Compile & write new information:		0.0
		0.0
Social Media		3.0
<i>Facebook "Fans" - 251</i>		2.0
<i>Twitter "Follower" - 822</i>		1.0
TOTAL		6.0
PUBLICATIONS		Staff Hours
Design/write brochures, flyers, etc:		42.0
<i>Tree list</i>		30.0
<i>FPW Revamp</i>		12.0
TOTAL		42.0
MEDIA RELATIONS		Staff Hours
On-scene Public Information Officer:		0.0
Press Releases:		3.0
<i>Television injuries</i>		3.0
Other Articles/Stories/Interviews:		1.0
TOTAL		4.0
EDUCATIONAL PROGRAMS/PRESENTATIONS		Staff Hours
Children's Programs		21.0
<i>Station Tour - 0</i>		0.0
<i>Fire Prevention Week Prep</i>		21.0
Adult Programs:		3.0
<i>Prepare for Wildfire - Garden Club</i>		3.0
TOTAL		24.0

Rancho Santa Fe Fire District
 Public Education Coordinator - Monthly Report
 July 2013

EVENTS		Staff Hours
External/Community Events:		0.0
Internal Events:		0.0
TOTAL		0.0
CONTINUING EDUCATION		Staff Hours
Training Classes:		0.0
Conferences:		0.0
Meetings:		14.0
<i>Staff meetings</i>		4.0
<i>CSDA Social Media Panel</i>		10.0
TOTAL		14.0
CLERICAL		Staff Hours
Prevention-related:		51.0
<i>Mailbox, email inbox, phone calls, news clips, etc.</i>		45.0
<i>Phone Calls - 32</i>		6.0
Non-prevention/non-minute related:		21.0
TOTAL		72.0
TOTAL HOURS		162.0

**Fire Prevention Monthly Staff Report
August 2013**



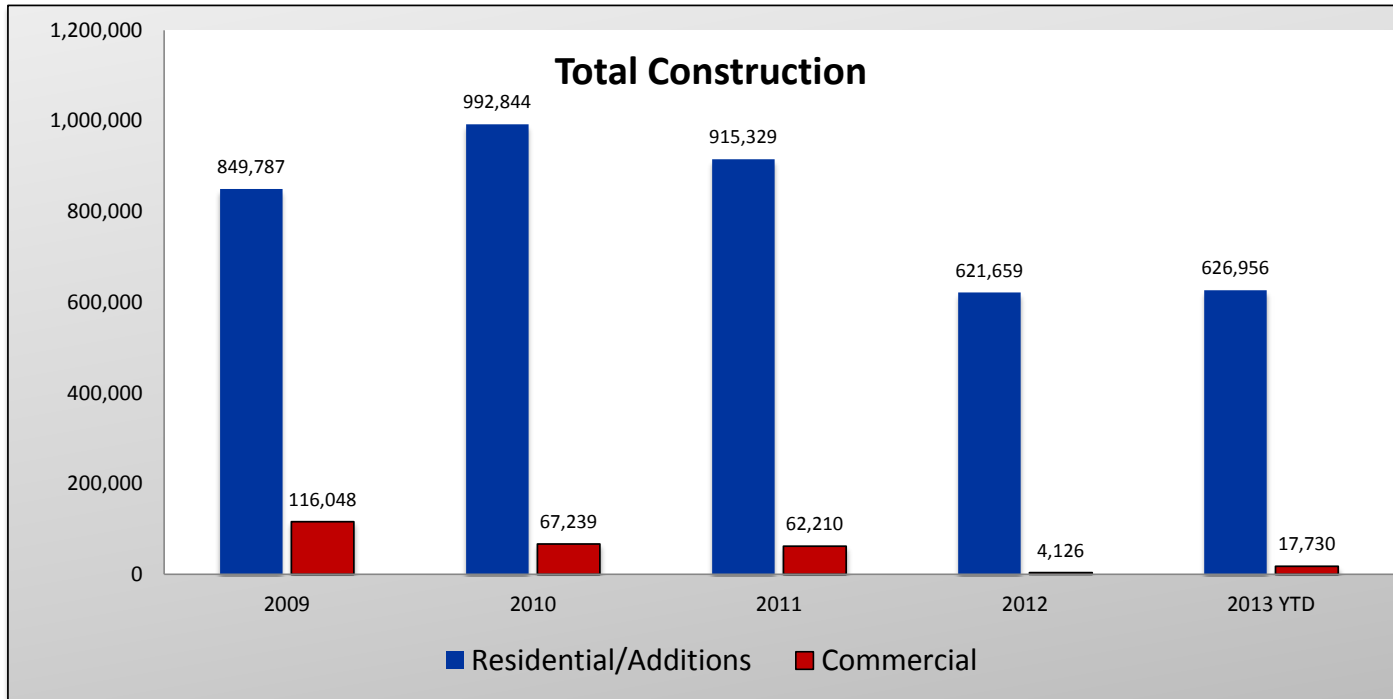
Comparison 2012/2013 Total Monthly Hours/Activities

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<i>Activities</i>	954	833	948	1191	1287	1585	3022	1851	2053	1687	1186	1418
<i>Hours</i>	262.85	169.42	214.77	342.03	281.52	322.38	331.48	305.88	395.3	450.87	215.75	319.05

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<i>Activities</i>	1487	1658	2077	2150	2217	2677	2981	2772				
<i>Hours</i>	241.40	230.15	385.33	329.17	347.97	388.33	736.1	516.18				

NOTE: This summary report is not intended to capture all staff hours worked but only to illustrate activity.

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau -Construction
August 2013



Year	Res/Add	Comm	Total
2009	849,787	116,048	965,835
2010	992,844	67,239	1,060,083
2011	915,329	62,210	977,539
2012	621,659	4,126	625,785
2012 YTD	462,945	4,126	467,071
2013 YTD	626,956	17,730	644,686

Comparison 2012/2013 Total Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2012	32,208	25,725	65,313	124,980	64,041	73,962	73,882	6,960	88,364	23,750	1,132	45,468
2013	47,186	70,209	30,161	133,234	23,840	175,693	47,280	117,083				

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
August 2013

PLAN REVIEW

RESIDENTIAL PLAN REVIEWS		Number of Structures	Sq Footage
Deputy Fire Marshal		20	113,275
PT Fire Inspectors		0	0
Fire Inspector/Forester		0	0
TOTAL		20	113,275
RESIDENTIAL ADDITIONS		Original Sq Footage	Added Sq Footage
Deputy Fire Marshal		16,374	3,808
PT Fire Inspectors		0	0
Fire Inspector/Forester		0	0
TOTAL		16,374	3,808
COMMERCIAL PLAN REVIEWS		Number of Structures	Sq Footage
Deputy Fire Marshal		0	0
PT Fire Inspectors		0	0
Fire Inspector/Forester		0	0
TOTAL		0	0
TOTAL NEW CONSTRUCTION		Sq Footage	
Based on permitted Sq footage		Total Added	117,083
FIRE SPRINKLER REVIEWS		Commercial	Residential
Deputy Fire Marshal		1	4
PT Fire Inspectors		0	0
Fire Inspector/Forester		5	9
TOTAL		6	13
TENANT IMPROVEMENTS		Number of Structures	Sq Footage
Deputy Fire Marshal		4	4,031
PT Fire Inspectors		0	0
Fire Inspector/Forester		0	0
TOTAL		4	4,031
LANDSCAPE REVIEWS		Number of Reviews	Staff Hours
Deputy Fire Marshal		0	0.00
PT Fire Inspectors		0	0.00
Fire Inspector/Forester		35	13.00
TOTAL		35	13.00

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
August 2013

SERVICES PROVIDED- FIRE PREVENTION

DPLU -All Staff	Number	Staff Hours
Project Availability Forms	3	1.00
Use Permits	0	0.00
Zaps	0	0.00
Administrative Review	0	0.00
Habit Plans	0	0.00
Approval Letters	2	1.00
CWPP/FPP	0	0.00
TOTAL	5	2.00
INSPECTION SERVICES- All Staff		
	Number of Inspections	Staff Hours
Undergrounds	2	1.00
Hydros (Fire Sprinklers)	25	13.00
Finals (Structures)	20	9.00
Landscape	5	3.00
Reinspections	0	0.00
Tents/Canopy	4	2.00
Burn Permits	0	0.00
Department of Social Service Licensing	1	0.00
Knox/Strobe	0	0.00
Code Enforcement	2	2.00
Engine Company Follow Up	0	0.00
Misc.	0	0.00
TOTAL	59	30.00
HAZARD INSPECTIONS - All Staff		
	Number of Inspections	Staff Hours
Weed Abatement Inspection	534	147.75
Weed Abatement Reinspection	166	12.50
1st Notice	110	51.25
2nd Notice	31	12.25
Final Notice	6	1.50
Forced Abatement	0	0.00
Postings	2	1.00
Annual Mailers	0	0.00
Homeowner Meeting	26	18.50
WUI	0	0.00
TOTAL	875	244.75
GRADING -All Staff		
	Number of Inspections	Staff Hours
Plan Review	8	8.00
TOTAL	8	8.00

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
August 2013

ADMINISTRATIVE SERVICES- FIRE PREVENTION

SPECIAL ACTIVITIES/EDUCATION-All Staff	Number	Staff Hours
GIS Mapping	0	0.00
CalFire Crew Projects	0	0.00
Hazmat	0	0.00
Emergency Response/Support	0	0.00
Training Classes	3	6.50
Conferences	0	0.00
Meetings	29	39.50
Other	0	0.00
Supervision	0	0.00
Fuels Reduction	0	0.00
TOTAL	32	46.00
FIRE PREVENTION -All Staff	Number	Staff Hours
Incoming Phone Calls	1,186	97.18
Correspondence	285	71.25
Consultations	42	42.00
Plan Review	79	47.75
Scanning	75	3.75
General Office	5	5.00
TOTAL	1,672	266.93

ADMINISTRATIVE SERVICES- OFFICE SUPPORT

OFFICE COORDINATOR-PREVENTION	Number	Staff Hours
Phone Calls (All Administrative Staff) Internal & External	927	46.35
Correspondence	125	31.25
Walk in/Counter (All Administrative Staff)	255	21.25
Knox Application Request	4	0.33
UPS Outgoing Shipments	1	0.08
Plan Accepted/Routed	79	13.17
Special Projects	3	3.00
Scanning Documents/Electronic Files	75	3.75
Meetings: Admin/Prevention/Admin Shift	10	16.00
Post Office Runs	18	9.00
Deposit runs and preparations	8	8.00
TOTAL	1,505	152

Rancho Santa Fe Fire District
Public Education Coordinator - Monthly Report
August 2013

WEBSITE/INTERNET		Staff Hours
Update existing info & documents:		2.0
<i>Updated home page, news, etc</i>		2.0
		0.0
		0.0
Compile & write new information:		1.0
<i>Board vacancy and new hire</i>		1.0
		0.0
Social Media		3.0
<i>Facebook "Fans" - 259</i>		2.0
<i>Twitter "Follower" - 863</i>		1.0
TOTAL		6.0
PUBLICATIONS		Staff Hours
Design/write brochures, flyers, etc:		28.0
<i>Tree list</i>		12.0
<i>FPW Revamp</i>		16.0
TOTAL		28.0
MEDIA RELATIONS		Staff Hours
On-scene Public Information Officer:		0.0
Press Releases:		8.0
<i>Fire Season Update</i>		5.0
<i>State Fee</i>		2.0
<i>Fairbanks Fire</i>		1.0
Other Articles/Stories/Interviews:		2.0
TOTAL		10.0
EDUCATIONAL PROGRAMS/PRESENTATIONS		Staff Hours
Children's Programs		26.0
<i>Station Tour - 2</i>		2.0
<i>Fire Prevention Week Prep</i>		24.0
Adult Programs:		4.0
<i>Prepare for Wildfire - Cielo</i>		4.0
TOTAL		30.0

Rancho Santa Fe Fire District
Public Education Coordinator - Monthly Report
August 2013

EVENTS		Staff Hours
External/Community Events:		4.0
<i>Community Connection Day</i>		4.0
Internal Events:		0.0
TOTAL		4.0
CONTINUING EDUCATION		Staff Hours
Training Classes:		3.0
<i>Worker's Comp</i>		3.0
<i>Sexual Harrassment</i>		3.0
Conferences:		0.0
Meetings:		4.0
<i>Staff meetings</i>		4.0
TOTAL		7.0
CLERICAL		Staff Hours
Prevention-related:		45.0
<i>Mailbox, email inbox, phone calls, news clips, etc.</i>		39.0
<i>Phone Calls - 32</i>		6.0
Non-prevention/non-minute related:		19.0
TOTAL		64.0
TOTAL HOURS		149.0

STAFF REPORT

NO. 13-16

TO: BOARD OF DIRECTORS
TONY MICHEL, FIRE CHIEF

FROM: FRED COX, BATTALION CHIEF

SUBJECT: FIRE ENGINE SURPLUS SALE

DATE: SEPTEMBER 3, 2013



RECOMMENDATION

Authorize the Fire Chief to enter into a consignment agreement with the vendor that provides the best terms and highest net proceeds for the sale of surplus equipment.

BACKGROUND

In May 2013, the District entered into a contractual agreement with Spartan ERV for the purchase of a new Type 1 engine. Once delivered, a 1995 Spartan/Salsbury will become surplus equipment. While the new engine is not slated to be delivered until Feb 2014, past history has shown that it can take up to one (1) year to find a buyer for specialized equipment such as used fire apparatus.

Staff recommends that the District solicit and enter into a consignment agreement for the engine with the understanding that the vehicle will remain the property of the District for its sole use until after March 2014. By consigning early, it allows the successful vendor to advertise nationally the vehicle to potential buyers, while the District maintains full use of the vehicle until the new engine is placed into service



FY14

Financial Plan – Final

Rancho Santa Fe Fire Protection District

September 2013

**RANCHO SANTA FE FIRE PROTECTION DISTRICT
RANCHO SANTA FE, CALIFORNIA**

PRELIMINARY OPERATING AND CAPITAL BUDGET

Fiscal Year 14

Board of Directors

James H. Ashcraft

President

John C. Tanner

Vice President

Vacant

Nancy C. Hillgren

Randall Malin

Director

Director

Director

Tony J. Michel

Fire Chief

Prepared by:

Karlana Rannals

Administrative Manager

Technical Assistance:

Fred Cox

Battalion Chief

Chris Galindo

Battalion Chief

Mike Gibbs

Battalion Chief

Jim Sturtevant

Battalion Chief

Bret Davidson

Battalion Chief

Renee Hill

Deputy Fire Marshal



MISSION STATEMENT

To protect life, property, and environment through prevention, preparedness, education and emergency response.

OPERATING PHILOSOPHY

The Rancho Santa Fe Fire Protection District strives to:

- provide superior customer service;
- provide a professional, cost effective organization; and
- respond to the needs of the communities we serve.



Rancho Santa Fe Fire Protection District Final Budget – FY14

The Fire District proposed Operating and Capital Replacement Budget for FY14 is submitted to the Board of Directors for its review and consideration. The annual budget is the most significant tool available to the District to set priorities for the Rancho Santa Fe Fire Protection District over the next year and beyond. This narrative intends to demonstrate that the District is fiscally prudent in proposing the necessary revenue and expenditures, while providing the highest level of emergency response, fire prevention, and administrative services.

In reviewing the FY13 budget to actual, you will notice that the projected total operating revenue increased by 4.9% compared to actual revenue; and the projected FY13 total operating expenditures is down 2.61 % compared to FY13 actual expenditures. The net result is a positive contribution to the District's overall cash position.

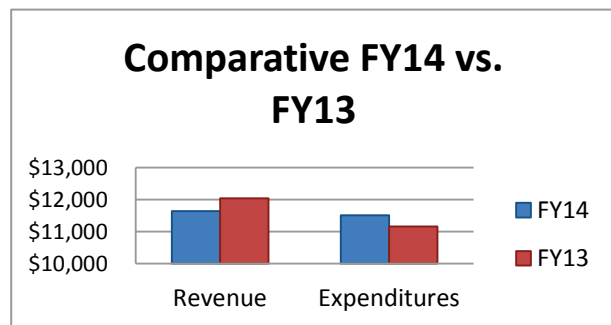
Overview

This year we are requesting a FY14 Operating Budget of \$11,508 (*in thousands*), which includes the depreciation expense of \$749K. The projected FY14 revenue will compare to the *FY13 actual* at 6/30/13. Also, the projected FY14 expenditures will compare to the FY13 actual.

Projected Revenues

We project the general fund revenues at \$11,635. These revenues provide a projected operating surplus of \$127,000.

The following summary of revenue changes is between FY14 budget and the FY13 actual:



Revenue– \$10,633

Taxes & Assessments - ↑ 1.3% (\$137,000): tax revenue has continued to stabilize over the past year with the District projecting a 2% increase over FY13 tax apportionment receipts. Additionally, we anticipate that the projected tax refunds will remain similar to FY13 at \$102,800.

Plan Reviews - ⇔ there was a significant increase in fees collected in FY13, approximately \$94K, which is a direct result of new construction and increased inspections. We project to collect a similar amount in FY14.

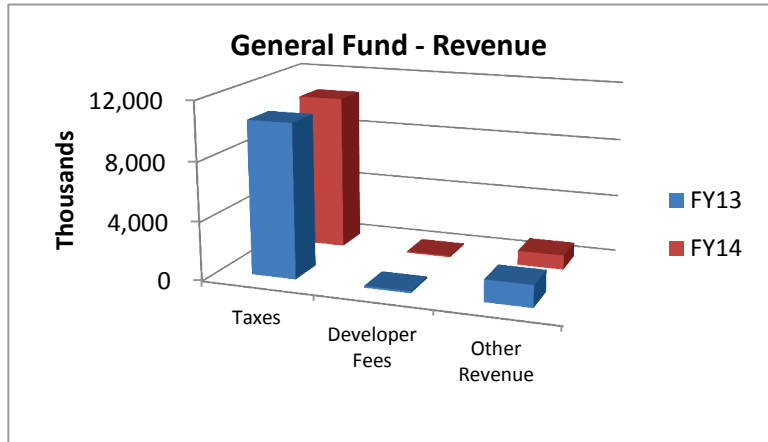
Grants - ↑ 966% (\$87,202), additional grant funds were designated for the fire district after the completion of the preliminary budget.

Mission: To serve the public through the protection of life, environment and property from fire and other emergencies through prevention, preparedness, education, and response.

Lease - ↑ 3.3% (\$8,000) as the District will realize a full year’s lease with North County Dispatch Joint Power Authority for space available at RSF1.

Administrative Fees - ↓ 72% (\$541,000): this change is primarily based on that the fire district no longer participating in the Management Services Agreement with the coastal agencies.

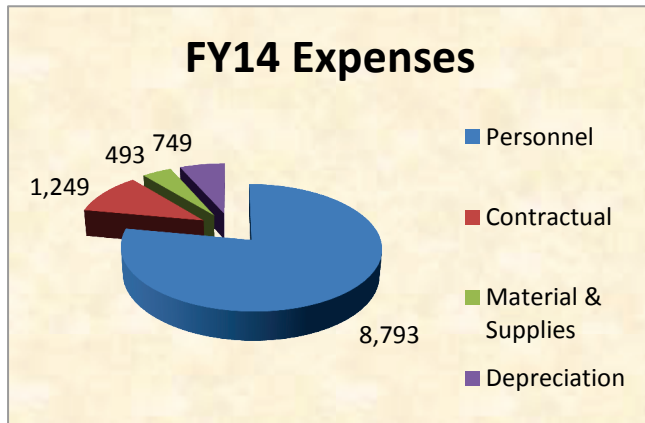
In addition to these general funds, we estimate that we expect to collect \$234,400 in restricted Fire Mitigation Fees and interest on these funds. At this time, there are no plans to expend any of these restricted funds with new projects.



Overall, the District is projecting a decrease of 3.3% or (\$403K) in the projected FY14 Total Operating Revenue.

Projected Operating Expenditures

The following is a summary of expenditure changes between FY14 budget, and the FY13 actual:



Personnel – \$8,992

Personnel costs decreased 1.0% over FY13 actual expenses. The primary changes are:

Retirement - decreased primarily due to the employees “picking up” their portion of the retirement contributions and an influx of new employees’ 2nd and 3rd retirement tiers.

Salary- increased based on salary adjustments, CalPERS EPMC tradeoff, and the reinstatement

of a Fire District Deputy Chief position.

Overtime- decreased Budget to Actual due to the decrease in average hours for sick leave, call back pay and training. A three-year data average is used to analyze this category.

Contractual Services – \$1,242

Budget to actual, the FY14 Contractual Services category increased 19.8% (\$205,000) over FY13 numbers. This increase is primarily in the following areas: administrative fee, dispatching, and other professional and contractual services.

Mission: To serve the public through the protection of life, environment and property from fire and other emergencies through prevention, preparedness, education, and response.

Material & Supply – \$524

Budget to actual, the FY14 Material and Supply category increased 18.2% (\$70,982) over FY13 numbers. The primary reason for the increase is the Safety, Radio, and Hose/Nozzle categories. The Safety category increased mainly due to scheduled replacement of firefighting clothing, the radio category includes the purchase of replacement 800 MHz mobile radios, funded through grant monies, and the increase in Hose/Nozzle category is due to scheduled replacement of firefighting nozzles.

Depreciation – \$750

Budget to actual, the depreciation expense declined from assets completing the depreciation cycle.

Capital Expenditures

The District’s Capital Replacement expenditures (Equipment, Facility, and Fleet) total \$900. It is anticipated to replace two staff vehicles and expend the cash for the approved fire engine from the FY13 budget. In addition, two-capital project (printer/plotter and generator) are planned because of grant funds. There are no new planned expenditures for the funding source of fire mitigation fees. The following is a list of projects planned:

Expense/Project	Funding Source	Funding Source
	GF	FMF
Replacement of Type 1 Engine	\$685,000	
Replacement of a Command Vehicle	\$ 70,000	
Replacement of a Staff Vehicle	\$ 50,000	
Generator	\$ 39,800	
Printer/Plotter	\$ 19,427	
Microwave Metropolitan Area Wireless	\$ 36,215	\$108,635
Total	\$900,442	\$108,635

Budget Summary

The District expects that FY14 tax revenue will have a moderate increase and the refund of property taxes continue to stabilize. The FY14 planned expenditures are higher than FY13 resulting primarily from the grant expenditures. District personnel continually evaluate and monitor all revenues and expenditures without sacrificing the high level of service we provide to the community.

The management staff continues to be proactive and is to be commended for their tireless and continued efforts in both research and preparation of the budget document.

Mission: To serve the public through the protection of life, environment and property from fire and other emergencies through prevention, preparedness, education, and response.

FY14

OPERATING EXPENDITURES

GENERAL FUND

Summary Revenues, Expenditures - Operating Budget 2013 - 2014

<i>(In Thousands)</i>	Act	Proposed	Change	
REVENUES	GF - 13	GF - 14	%	
Total Revenues	\$12,036	\$11,635	(\$403)	-3.3%
 EXPENDITURES				
Total Operating Expenditures	\$11,153	\$11,508	\$354	3.2%
 Operating Surplus (Deficit)				
	\$883	\$127	(\$757)	-85.7%

Summary Revenues, Expenditures - Operating Budget 2013 - 2014

<i>(In Thousands)</i>	Act	Proposed	Change	
REVENUES	GF - 13	GF - 14		%
Property Taxes/Benefit Fee	\$10,497	\$10,633	\$137	1.3%
Tax Refunds - Adjustment	(\$103)	(\$103)		
Fees	\$939	\$399	(\$541)	-57.6%
Developer Reimbursement	\$137	\$102	(\$34)	-25.0%
Other	<u>\$567</u>	<u>\$603</u>	<u>\$36</u>	6.3%
Total Revenues	\$12,036	\$11,635	(\$403)	-3.3%
 EXPENDITURES				
Personnel	\$9,081	\$8,992	(\$89)	-1.0%
Contractual Services	\$1,037	\$1,242	\$205	19.8%
Materials & Supplies	\$443	\$524	\$81	18.2%
Other Expenditures (Projects/Equipment/Prior Year)	(\$165)	\$0	\$165	
Depreciation	<u>\$757</u>	<u>\$750</u>	<u>(\$7)</u>	-1.0%
Total Operating Expenditures	\$11,153	\$11,508	\$354	3.2%
 Operating Surplus (Deficit)				
	\$883	\$127	(\$757)	-85.7%

Summary - Operating Revenues 2013 - 2014

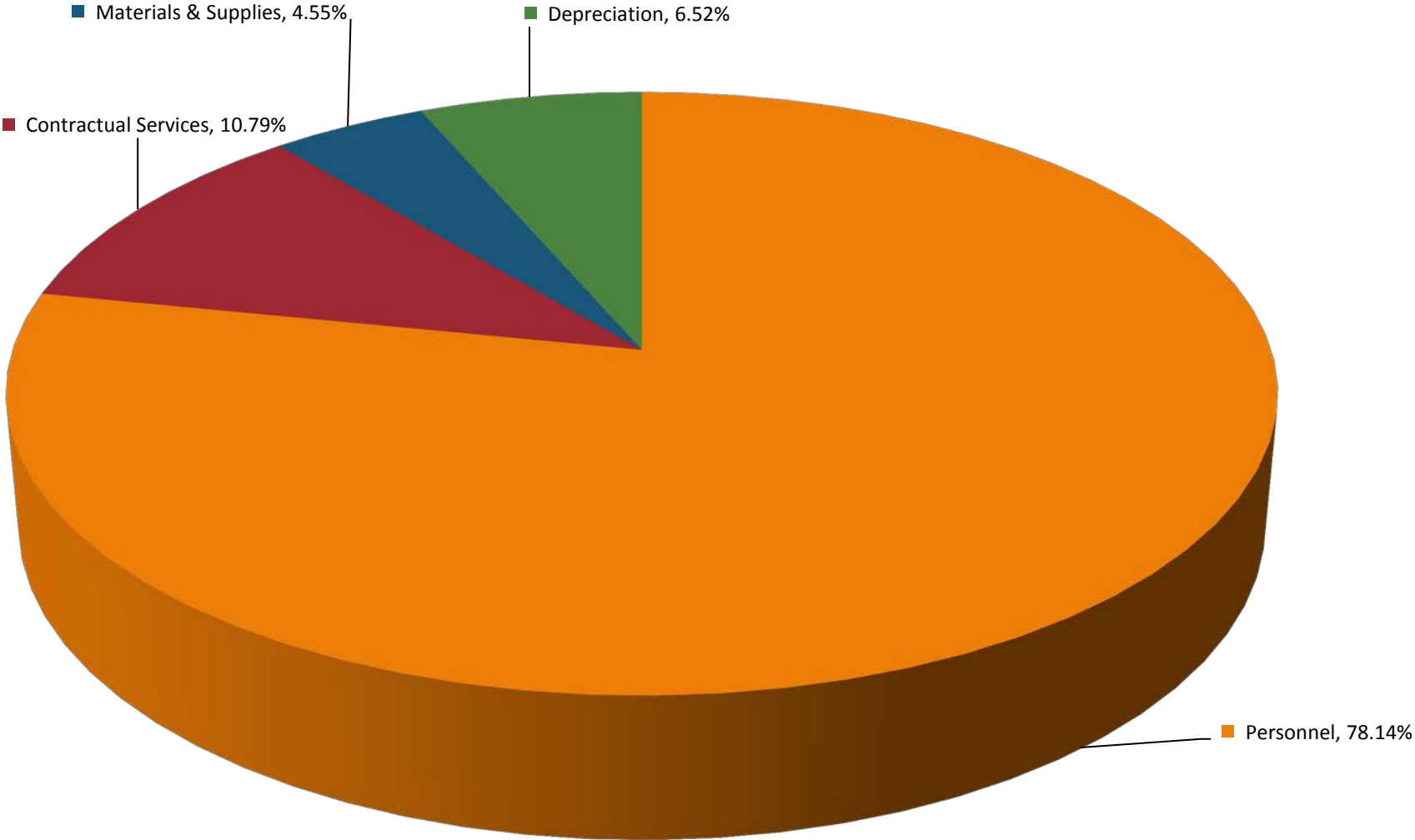
<i>(In Thousands)</i>	Actual	Proposed	Change	
REVENUES	GF - 13	GF - 14		%
Taxes & Assessments	9,497	9,611	114	1.2%
Tax Refunds - Adjustment	(103)	(103)	0	0.0%
Benefit Fee	<u>999</u>	<u>1,022</u>	<u>23</u>	<u>2.3%</u>
Subtotal	10,394	10,531	137	1.4%
Developer Reimbursement/Revenue				
4S Ranch	0	0	0	
Rancho Cielo	137	<u>102</u>	(34)	<u>-25.0%</u>
Subtotal	137	102	(34)	-25.0%
Other Revenue				
Plan Checks	188	188	0	0.0%
Administrative Fees	751	210	(541)	-72.0%
Interest	46	53	7	15.4%
Lease	256	264	8	3.3%
Instructor/Training	16	15	(1)	-3.8%
Grant	9	96	87	966.2%
FF/EMS Reimbursement	104	75	(29)	-27.6%
Other	<u>136</u>	<u>99</u>	(38)	<u>-27.6%</u>
Subtotal	1,506	1,000	(505)	-33.5%
Total Operating Revenues	<u>12,036</u>	<u>11,635</u>	(403)	-3.3%

Summary Expenditures - Operating Budget 2013 - 2014

<i>(In Thousands)</i>	Actual GF - 13	Proposed GF - 14	Change	
			\$	%
EXPENDITURES				
Personnel				
Payroll				
Salary	\$4,959	\$5,131	\$172	3.5%
Emergency Response Compensation	\$0	\$0	\$0	
Management Services (Coop Eff)	\$235	\$0	(\$235)	-100.0%
Holiday Pay	\$137	\$174	\$37	27.3%
Overtime	\$1,001	\$857	(\$143)	-14.3%
Paramedic Incentive	<u>\$28</u>	<u>\$24</u>	(\$4)	-15.5%
Subtotal	\$6,360	\$6,186	(\$174)	-2.7%
Benefits				
Health Insurance + HRSA	\$974	\$1,135	\$161	16.5%
Life/LTD Insurance	\$17	\$19	\$2	12.8%
Medicare/Social Security	\$82	\$88	\$6	7.6%
Retirement	\$1,384	\$1,285	(\$100)	-7.2%
Unemployment	\$16	\$18	\$2	14.0%
Workers Compensation	\$224	\$229	\$5	2.4%
Other	<u>\$24</u>	<u>\$32</u>	\$8	32.7%
Subtotal	<u>\$2,721</u>	<u>\$2,806</u>	<u>\$85</u>	<u>3.1%</u>
TOTAL	\$9,081	\$8,992	(\$89)	-1.0%
Contractual Services				
Administration Fees	\$188	\$198	\$10	5.4%
Building/Facility Lease	\$28	\$29	\$1	2.0%
Dispatching	\$121	\$126	\$5	4.3%
Equipment Rental & Repairs	\$14	\$23	\$10	69.4%
Insurance	\$74	\$78	\$4	5.0%
Legal	\$15	\$22	\$7	50.0%
Meetings, Meals, Mileage	\$6	\$9	\$3	41.6%
Other Contractual/Professional Services	\$190	\$308	\$118	62.4%
Service Agreements	\$30	\$39	\$9	29.7%
Soil Contamination	\$1	\$3	\$2	246.6%
Training	\$63	\$69	\$6	9.1%
Utilities	\$185	\$195	\$9	5.0%
Vehicle Maintenance & Repairs	\$103	\$117	\$14	13.1%
All Other	<u>\$18</u>	<u>\$26</u>	<u>\$8</u>	<u>44.0%</u>
TOTAL	\$1,037	\$1,242	\$205	19.8%
Materials & Supplies				
Apparatus	\$22	\$23	\$1	4.8%
Apparatus - Computers	\$97	\$0	\$0	-100.0%
Computer	\$43	\$57	\$14	32.1%
Fuel	\$69	\$76	\$7	9.9%
Grants	\$2	\$10	\$8	
Office	\$24	\$37	\$13	55.1%
Safety	\$32	\$68	\$36	112.3%
Uniforms	\$20	\$26	\$6	29.9%
Programs/Public Education	\$11	\$9	(\$2)	-19.8%
Hose, Nozzles, Foam	\$2	\$20	\$18	949.0%
Radio	\$28	\$60	\$32	115.4%
Station Maintenance/Supplies/Janitorial	\$50	\$44	(\$5)	-10.9%
All Other	<u>\$43</u>	<u>\$94</u>	<u>\$51</u>	<u>116.7%</u>
TOTAL	\$443	\$524	\$178	18.2%
Other Expenditures (Projects/Equipment/Prior Year)	(\$165)	\$0	\$165	
TOTAL	(\$165)	\$0	\$165	
Depreciation	\$757	\$750	(\$7)	-1.0%
TOTAL Operating Expenditures	<u>\$11,153</u>	<u>\$11,508</u>	<u>\$354</u>	<u>3.2%</u>

OPERATIONAL COST SUMMARY	ACTUAL FY12	BUDGET FY13	Act (06-30-13)	BUDGET FY14	Bgt vs Bgt % Change	Bgt vs Act % Change
Personnel	\$ 8,778,107	\$ 9,048,023	\$ 9,081,303	\$ 8,992,455	-0.6%	-1.0%
Contractual	\$ 984,953	\$ 1,228,202	\$ 1,036,837	\$ 1,241,962	1.1%	19.8%
Material & Supply	\$ 338,397	\$ 422,499	\$ 443,468	\$ 524,084	24.0%	18.2%
Prior Year Expense	\$ 1,487	\$ -	\$ (165,338)	\$ -		
Depreciation	\$ 659,367	\$ 751,621	\$ 756,854	\$ 749,590	-0.3%	-1.0%
TOTAL OPERATING COSTS BEFORE CAPITAL OUTLAY	\$ 10,762,310	\$ 11,450,345	\$ 11,153,123	\$ 11,508,091	0.5%	3.2%
Capital						
Equipment - GF	\$ 35,000	\$ 35,000	\$ -	\$ 59,227		
Equipment - FMF	\$ -	\$ -	\$ -	\$ -		
Facility - GF	\$ 36,215	\$ 36,215	\$ -	\$ 36,215		
Facility - FMF	\$ 108,644	\$ 108,644	\$ -	\$ 108,644		
Fleet - GF	\$ 45,000	\$ 45,000	\$ 36,393	\$ 805,000		
Fleet - FMF	\$ 45,000	\$ -	\$ -	\$ -		
	\$ 269,859	\$ 224,859	\$ 36,393	\$ 1,009,086		
Total GF	\$ 116,215	\$ 116,215	\$ 36,393	\$ 900,442		
Total FMF	\$ 153,644	\$ 108,644	\$ -	\$ 108,644		
	\$ 269,859	\$ 224,859	\$ 36,393	\$ 1,009,086		

FY14 Operating Budget - Expenditures



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
ESTIMATED - CASH NET ASSETS FOR FY13 & FY14**

General Fund

	FUND TOTAL	FY13	FUND TOTAL	FY14	%
Cash - Beginning (June 30, 2013)		12,937		14,045	
June 30 Receivables		371		0	
June 30 Restricted Cash & Cash Equivalents		756		0	
June 30 Prepay		6		0	
June 30 Transfer in (out)		0		0	
		14,069		14,045	-0.2%
June 30 Liabilities		(1,515)		0	
BEGINNING - NET CASH ASSETS		<u>12,553</u>		<u>14,045</u>	11.9%
PROJECTED REVENUE					
Taxes & Assessments	10,394		10,531		
Interest	46		53		
Developer Reimbursement	137		102		
Lease Revenue	256		264		
Other Revenue	265		288		
Fees	939		398		
Fire Mitigation Fees	0		0		
Total Projected Revenue	12,036		11,635		
PROJECTED EXPENDITURES					
Personnel Costs	9,081		8,992		
Maintenance & Operating Costs	1,315		1,766		
Capital/Project Expenditures			0		
Depreciation Expense	757		750		
Total Operating Expenditures	11,153		11,508		
Operating Surplus - \$		883		127	
Capital/Project Expenditures		(36)		(1,009)	
CalPERS Payment		0		0	
Soil Contamination		0		0	
SUBTOTAL		14,193		13,163	
Liabilities (includes soil contamination & compensated absences)		(905)		(905)	
Transfer in/out (FMF)		0		109	
Depreciation Expense		757		750	
ENDING - NET CASH ASSET (Deficit)		<u>14,045</u>		<u>13,115</u>	-6.6%

Fire Mitigation Fund

Cash - Beginning		91		383	
June 30 Receivables		0		0	
June 30 Restricted Cash & Cash Equivalents		0		0	
June 30 Prepay		0		0	
June 30 Transfer in (out)		0		0	
		91		383	
June 30 Liabilities		0		0	
BEGINNING - NET CASH ASSETS		<u>91</u>		<u>383</u>	323.1%
PROJECTED REVENUE					
Interest		1		1	
Fire Mitigation Fees		292		234	
Total Projected Revenue		293		234	-19.9%
PROJECTED EXPENDITURES					
Total Operating Expenditures		0		0	
Excess Revenue over Expenditure		293		234	
Transfers in(out)				(109)	
Net Change in Fund Balance		293		125	
CASH ASSETS - 6/30		383		509	32.7%
LIABILITIES & FUND EQUITY					
Restricted Reserves					
Fire Mitigation		383		509	
TOTAL LIABILITIES & FUND BALANCE		<u>383</u>		<u>509</u>	32.7%
ENDING - NET CASH ASSETS (Deficit)-ALL FUNDS		<u>14,429</u>		<u>13,624</u>	-5.6%

FISCAL YEARS - FY12; FY13; FY14
ESTIMATE & PROJECTED REVENUE

	Financial Statements FY 12	BUDGET FY 13	Act (06/30/13) FY 13	PROPOSED FY 14	BGT vs. BGT	BGT vs. ACT
Revenue						
Taxes & Assessments	9,495,603	9,235,200	9,497,345	9,611,500	4.1%	1.2%
Tax Refunds - Adjustment	(187,705)	(175,000)	(102,707)	(102,800)	-41.3%	0.0%
Benefit Fee	1,014,734	999,000	999,225	1,022,400	2.3%	2.3%
Weed Abatement Assessment	0	0	2,290	0		
Interest Income	51,011	38,300	46,296	53,500	39.7%	15.4%
Plan Reviews	126,110	94,600	188,274	188,300	99.0%	0.0%
EMS First Responder	14,202	16,100	13,447	14,500	-9.9%	7.8%
CSA-17	36,180	46,800	41,700	41,700	-10.9%	0.0%
Firefighting Reimbursement (FEMA/OES)	40,018	25,000	103,621	75,000	200.0%	-27.6%
Fuel Tank Reimbursement	0	0	0	0		
Grant Revenue	11,123	10,000	9,025	96,300	863.0%	966.2%
Assets				0		
Sale of Assets	53,830	6,000	109	5,000	-16.7%	4485.1%
Contributed				0		
Miscellaneous	25,389	29,100	75,967	34,800	19.6%	-54.2%
Hydrant Maintenance	79,219	5,700	2,610	2,700	-52.6%	0.0%
Instructor/Training Revenue	15,400	15,400	16,000	15,400	0.0%	-3.8%
Developer Reimbursement/Revenue				0		
4-S Ranch Reim Personnel				0		
Rancho Cielo	161,155	132,400	136,583	102,500	-22.6%	-25.0%
Lease Revenue				0		
SDMS	79,835	81,900	77,773	78,900	-3.7%	1.4%
Verizon	70,632	72,200	78,427	75,500	4.6%	-3.8%
NCDJPA	0	22,800	20,859	26,400	15.8%	26.5%
RSF Association	77,760	80,100	77,760	82,500	3.0%	6.1%
Verizon (Generator)	665	700	743	700	0.0%	-12.2%
Administrative Fees	732,288	738,800	750,941	210,400	-71.5%	-72.0%
Subtotal	11,897,450	11,474,500	12,036,289	11,634,700	1.4%	-3.3%
Expenditures - (GF)						
- Personnel	9,081,303	9,048,100	9,081,303	8,992,500	-0.6%	-1.0%
- Contractual Costs; Material & Supplies; PY Expenses	1,324,837	1,652,400	1,314,966	1,766,100	6.9%	34.3%
Subtotal	10,406,140	10,700,400	10,396,269	10,758,600	0.5%	3.5%
- Depreciation Expense	659,367	751,700	756,854	749,600	-0.3%	-1.0%
Total Operating Expenditures	11,065,507	11,452,100	11,153,123	11,508,100	0.5%	3.2%
Operating Surplus (Deficit)	831,943	22,400	883,166	126,700		
- Project Expenditures						
- Other Exenditures - Capital	1,949,142	799,900	36,393	1,009,100		
Total Expenditures (minus depreciation)	12,355,282	11,500,300	10,432,663	11,767,600		
Net Surplus (Deficit)	(457,832)	(\$25,800)	\$1,603,627	(132,900)		
- Other financing sources (transfers in/out)	1,447,686	108,700	0	0		
Cash Surplus (Deficit)	989,854	82,800	1,603,527	(132,900)		
Designated Capital Revenue						
Annexation Fees						
Fire Mitigation Fee Interest	6,547	3,300	697	700		
Fire Mitigation Fees	328,048	284,200	292,043	233,700		
Subtotal	334,593	287,400	292,739	234,400		
Designated Capital Revenue Expenditures						
FMF Expenditures						
Transfer in/out	1,447,686	108,700	0	108,700		
Total Expenditures - (FMF)	1,447,686	108,700	0	108,700		
Cash Surplus (Deficit)	(1,113,093)	\$178,800	\$292,739	125,700		
Prior Year Adjustments						
RESERVE Surplus (Deficit) - All Funds	(123,239)	261,600	1,896,366	(7,300)		

FY14

CAPITAL EXPENDITURES

GENERAL FUND
&
FIRE MITIGATION FUND

SUMMARY OF PROPOSED CAPITAL EXPENDITURES - EQUIPMENT
FISCAL YEAR 13-14

GENERAL FUND
ASSETS

Description	FY12	BUDGET FY13	Act (6-30-13) FY13	FY14	FY15	FY16	FY17	FY18	FY19
Printer Plotter				\$ 19,427					
Generator (Admin)	\$ -	\$ 35,000	\$ -	\$ 39,800	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 35,000	\$ -	\$ 59,227	\$ -	\$ -	\$ -	\$ -	\$ -

FIRE MITIGATION FUND
ASSETS

Description	FY12	BUDGET FY13	Act (6-30-13) FY13	FY14	FY15	FY16	FY17	FY18	FY19
No proposed expenditures		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Proposed Asset Expenditures		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL		\$ 35,000	\$ -	\$ 59,227	\$ -	\$ -	\$ -	\$ -	\$ -

SUMMARY OF PROPOSED CAPITAL EXPENDITURES - FACILITY
FISCAL YEAR 13 - 14

GENERAL FUND

FACILITY REPLACEMENT - IMPROVEMENT

Project #	Description	Funding %	Project Exp		BUDGET		Act (6-30-13) FY13	FY14	FY15	FY16	FY17	FY18	FY19
			- YTD	FY12	FY13	FY13							
03-01	Replacement of Fairbanks Fire Station - <i>Committee Approved (FY04)</i>	25%											
	Design & Construction		\$ 4,727,746.00	\$ 431,135.69	\$ -								
	Furnishings & Equipment - New		\$ 11,721.16	\$ 3,651.82	\$ -								
09-03	Administration Building (New) <i>Committee Approved (08/09)</i>	25%											
	Facility		\$ 1,711,738.89										
	Furnishings & Equipment - New		\$ 188,392.24	\$ 5,400.86			\$ -						
10-01	Microwave Metropolitan Area Wireless Network <i>Committee Approved (FY10) - Est</i> \$153,000	25%	\$ -	\$ 2,035.35	\$ 36,214.65	\$ -	\$ 36,214.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL					\$ 36,214.65	\$ -	\$ 36,214.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FIRE MITIGATION FUND

FACILITY REPLACEMENT/IMPROVEMENT

Project #	Description	Funding %			BUDGET		Act (6-30-13) FY13	FY14	FY15	FY16	FY17	FY18	FY19
			FY12	FY13	FY13	FY13							
03-01	Replacement of Fairbanks Fire Station - <i>Committee Approved (FY04)</i>	75%											
	Design & Construction		\$ 3,892,729.00	\$ 1,293,407.07	\$ -		\$ -						
	Furnishings & Equipment - New		\$ 10,644.26	\$ 10,955.47	\$ -		\$ -						
09-03	Administration Building (New) <i>Committee Approved (FY09)</i>	75%											
	Facility		\$ 1,711,738.89										
	Furnishings & Equipment - New		\$ 172,100.47										
10-01	Microwave Metropolitan Area Wireless Network <i>Committee Approved (FY10) - Est</i> \$153,000	75%	\$ -	\$ 6,106.06	\$ 108,643.94	\$ -	\$ 108,643.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL				\$ 1,310,468.60	\$ 108,643.94	\$ -	\$ 108,643.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL				\$ 1,310,468.60	\$ 144,858.59	\$ -	\$ 144,858.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SUMMARY OF PROPOSED CAPITAL EXPENDITURES - VEHICLE & APPARATUS
FISCAL YEAR 13-14

GENERAL FUND

VEHICLE & APPARATUS REPLACEMENT

ID/Vehicle Type	Year	FY12	BUDGET FY13	Act (6-30-13) FY13	FY14	FY15	FY16	FY17	FY18	FY19
Reserve Vehicles										
0383 - Command	2003									
0781 - Command	2007									
9611 -Engine - (Type I)	1996									
9511 -Engine - (Type I)	1995									
VEHICLE REPLACEMENT RESERVES										
0211 - Engine (Type I)	2002				685,000					
0261 - Water Tender	2002							\$ 300,000		
0262 - Brush (Type III)	2002								390,000	
0281 - Staff	2002		\$ 45,000							
0311 - Engine - (Type I)	2003					\$ 719,250				
0312 -Engine - (Type I)	2003						\$ 755,213			
0382 - Staff	2003				\$ 50,000					
0384 - Staff	2003					\$ 50,000				
0561 - Brush (Type III)	2005									
0811 - Engine - (Type I)	2008									\$755,213
0881 - Command	2008				\$ 70,000					
0981 - Staff	2009									\$ 80,000
0982 - Staff	2009					\$ 75,000				
1081 - Staff	2001									
1181 - Staff	2011	\$ 14,430	\$ -							
1281 - Command	2012	\$ 64,270		\$ 1,330						
1282 - Command	2012	\$ 75,188								
1381 - Staff (Vehicle Purchase to replace ID 0281	2013	\$ -	\$ -	\$ 35,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 153,888	\$ 45,000	\$ 36,393	\$ 805,000	\$ 844,250	\$ 755,213	\$ 300,000	\$ 390,000	\$ 835,213

FIRE MITIGATION FUND

VEHICLE & APPARATUS REPLACEMENT

ID/Vehicle Type	Year	FY12	BUDGET FY13	Act (6-30-13) FY13	FY14	FY15	FY16	FY17	FY18	FY19
<i>Nothing planned</i>				\$ -			\$ -	\$ -	\$ -	\$ -
TOTAL			\$ 45,000	\$ 36,393	\$ 805,000	\$ 844,250	\$ 755,213	\$ 300,000	\$ 390,000	\$ 835,213

FY14

ORGANIZATION CHART
PERSONNEL
EQUIPMENT
FACILITY
FLEET

AUTHORIZED PERSONNEL

Positions	FY 13 Authorized	Changes	FY14
<i>Fire Administration</i>			
Fire Chief	1	0	1
Deputy Chief	0	1	1
Fire Marshal ¹	1	0	1
Administrative Manager	1	0	1
Battalion Chief ²	5	-1	4
Staff Assistant/Office Support Coordinator (Admin & Prevention)	2	0	2
Accounting Specialist	1	0	1
Deputy Fire Marshal	1	0	1
Fire Prevention Specialist	0	1	1
Public Education Coordinator	1	0	1
Fire Prevention Specialist II/Forester	1	0	1
EMS Coordinator	1	0	1
<i>Suppression</i>			
Captain	12	0	12
Engineer	12	0	12
Firefighter/Paramedic	15	0	15
TOTAL	54	1	55

1. Fire Marshal – position not funded in budget
2. Battalion Chief –position will collapse with the addition of the deputy chief

Board of Directors

Fire Chief

Fire Prevention Bureau

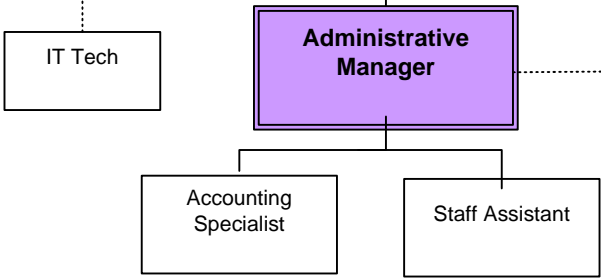
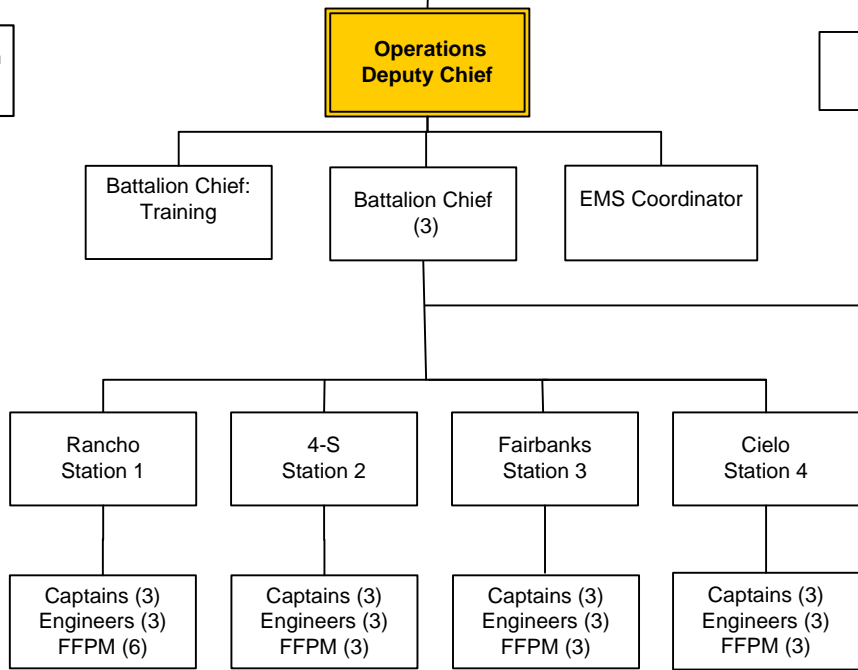
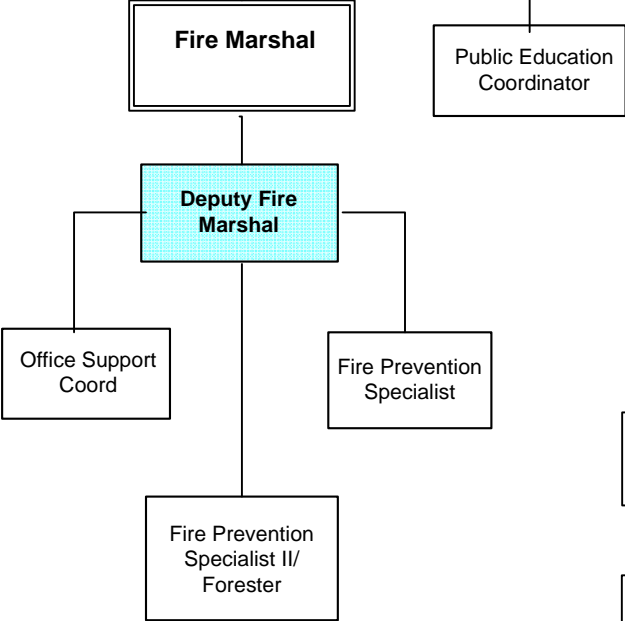
Code Development	Fire Investigation
Code Compliance	Public Information
Inspections	Hazard Abatement
Community Preparedness	Plan Review
Public Education / Relations	Planning

Emergency Operations

Emergency Scene Management	Safety Program	Fleet Maintenance
Pre Incident Planning	Training	Fuel Station(s) / Monitoring
Incident Documentation	Planning	Facilities / Maintenance
Hazardous Materials	Emergency Preparedness	Maps / GIS / Hydrants
Emergency Medical	Communications	Engine Company Programs
Technical Rescue	Performance Evaluations	Mutual Aid / Zone Coordination

Administration

- Office Management
- Fiscal Oversight
- Budget
- Payroll
- Human Resources
- Accts receivable /payable
- Information Management



2013-2014 Equipment - DEPRECIATION EXPENSE & ACCUMULATED RESERVES

Description	Cost	Addition	Date in Service	Year in Service	Depreciation Schedule - Years	Depreciation Annual Expense	Jun 2013	2014	2013/14	Jun 2014
							Accumulated Reserves		Depreciation Expense	Accumulated Reserves
Turnout Washer	\$ 52,595.00		6/30/2005	2005	5		52,595.00	9.00		52,595.00
Hydraulic Rescue Tool	\$ 22,400.00		6/30/2005	2005	15	1,493.31	13,440.00	9.00	1,493.33	14,933.33
File Server	\$ 16,279.35		7/13/2005	2005	3	0.00	16,279.35	9.00		16,279.35
Printer-Scanner-Plotter	\$ 23,536.62		1/31/2007	2007	7	3,362.37	21,575.24	7.42	1,961.39	23,536.62
Hydraulic Rescue Tool #2	\$ 18,360.89		1/1/2008	2008	15	1,224.06	6,732.33	6.05	1,224.06	7,956.39
Thermal Imaging Camera #1	\$ 11,201.25		5/1/2009	2009	5	2,240.25	9,334.38	5.17	1,866.88	11,201.25
Thermal Imaging Camera #2	\$ 11,201.25		5/1/2009	2009	5	2,240.25	9,334.38	5.17	1,866.88	11,201.25
Copier	\$ 19,921.64		11/1/2009	2009	5	3,984.33	14,277.18	4.58	3,984.33	18,261.50
Phone System - Admin	\$ 24,495.83		3/31/2011	2011	5	4,899.17	11,019.77	3.25	4,899.17	15,918.93
Office Furnishings - Admin (Rancho Cielo)	\$ 101,728.23		3/31/2011	2011	10	10,172.82	22,881.88	3.25	10,172.82	33,054.71
File Server - Fairbanks	\$ 11,721.16		3/31/2011	2011	7	1,674.45	3,766.37	3.25	1,674.45	5,440.82
File Server - Admin	\$ 41,143.18		3/31/2011	2011	7	5,877.60	13,220.57	3.25	5,877.60	19,098.16
Board Room Dias Furnishings - Admin	\$ 21,025.00		4/16/2011	2011	10	2,102.50	4,642.78	3.21	2,102.50	6,745.28
	<u>\$ 375,609.40</u>					<u>39,271.11</u>	<u>199,099.18</u>		<u>37,123.38</u>	<u>236,222.56</u>
									159,828.05	199,099.18
									Ann Dep - 2013	37,123.38
									Adj Dep - 2013	
									Acc Dep - 2013	<u>236,222.57</u>

2013-14 STATION LOCATION - DEPRECIATION EXPENSE & ACCUMULATED RESERVES

Station Locations	Cost	Addition	Year in Service	Depreciation Schedule - Years	Depreciation Annual Expense	Jun 2013 Accumulated Reserves	2014	2013-14 Depreciation Expense	Jun 2014 Accumulated Reserves
16936-1/2 El Fuego (Admin)	1,294,645.00		1992	40	\$ 32,366.13	\$ 679,689.27	22.00	\$ 32,366.13	\$ 712,055.40
Admin Bldg	112,623.07		2007	26	\$ 4,331.66	\$ 36,097.10	7.00	\$ 4,331.66	\$ 40,428.76
16936 El Fuego (Stn)	2,922,332.00		1999	40	\$ 73,058.30	\$ 1,022,817.00	15.00	\$ 73,058.30	\$ 1,095,875.30
Pavers	44,176.00		2008	30	\$ 1,472.53	\$ 6,994.53	5.75	\$ 1,472.53	\$ 8,467.07
6424 El Apajo Completed 03/26/2012	\$4,854,088		2012	40	\$ 121,352.20	\$ 121,352.20	2.00	\$ 121,352.20	\$ 242,704.40
16930 Four Gee Road	3,180,000.00		2003	40	\$ 79,500.00	\$ 795,000.00	11.00	\$ 79,500.00	\$ 874,500.00
16930 Four Gee Road - Training Tower	1,563,252.00		2004	40	\$ 39,081.30	\$ 351,731.70	10.00	\$ 39,081.30	\$ 390,813.00
Training Facility Concrete	27,000.00		2006	38	\$ 710.53	\$ 6,394.75	8.00	\$ 710.53	\$ 7,105.27
16930 Four Gee Road - Storage Facility	190,225.36		2007	40	\$ 4,755.63	\$ 28,533.80	7.00	\$ 4,755.63	\$ 33,289.44
18040 Calle Ambiente	3,180,000.00		2005	40	\$ 79,500.00	\$ 622,750.00	8.83	\$ 79,500.00	\$ 702,250.00
Admin Bldg (Rancho Cielo)	<u>1,699,885.47</u>		2011	40	\$ <u>42,497.14</u>	\$ 93,610.13	3.20	\$ <u>42,497.14</u>	\$ <u>136,107.27</u>
	<u>19,068,226.90</u>				<u>478,625.41</u>	<u>3,764,970.48</u>		<u>478,625.41</u>	<u>4,243,595.90</u>

\$ 121,352.20

Acc Dep - 2013	30-Jun	\$ 3,764,970.48
Ann Dep - 2014		\$ 478,625.41
Adj Dep - 2014		\$ -
Acc Dep - 2014	30-Jun	<u>\$ 4,243,595.90</u>

2013-2014 Fleet Inventory & Est Cost Replacement Schedule

Unit ID	Type	Year	Location	Replacement Year	Est Cost Replacement	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
0211	Engine - Type I	2002	RSF2	2011/2012	575,000		\$ 685,000						
0261	Water Tender	2002	RHO	2016/2017	300,000					\$300,000			
0262	Brush - Type III	2002	4S	2017/2018	390,000						\$390,000		
0281	Staff	2002	Fire Prevention	2012/2013	45,000	\$ 45,000							
0311	Engine - Type I	2003	FBR	2014/2015	\$ 600,000			\$ 600,000					
0312	Engine - Type I	2003	Cielo	2015/2016	\$ 615,000				\$615,000				
0382	Staff	2003	Fire Prevention	2013/2014	\$ 50,000		\$ 50,000						
0384	Staff	2003	Fire Prevention	2014/2015	\$ 50,000			\$50,000					
0561	Brush - Type III	2005	RHO	2020/2021	\$ 450,000								
0681(1081)	Staff - Explorer	2006	EMS Coordinator										
0811	Engine - Type I	2008	RHO	2018/2019	\$ 600,000							\$600,000	
0881	Command	2008	Fire Chief	2013/2014	\$ 70,000		\$ 70,000	\$70,000					
0981	Staff	2009	Utility - RHO	2018/2019	\$ 80,000							\$80,000	
0982	Command	2009	Training Chief	2014/2015	\$ 75,000			\$75,000					
1181	Staff	2011	Public Education Coordinat	2020/2021	\$ 42,000								
1281	Command	2012	Battalion Chief	2021/2022	\$ 77,124								
1282	Staff	2012	Fire Prevention	2021/2022	\$ 47,500								
1381	Staff - Explorer	2013	Fire Prevention	2019/2020	\$ 41,118								
RESERVE													
0383	Command	2003	Reserve - RSF4										
0781	Command	2007	Battalion Chief	RESERVE									
9511	Engine - Type I	1995	Reserve - RSF2										
9611	Engine - Type I	1996	Reserve - RSF3			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
					\$ 4,107,743	\$ 45,000	\$ 805,000	\$ 795,000	\$ 615,000	\$ 300,000	\$ 390,000	\$ 680,000	\$ -

Asset No	Description	Year	Location	Est Replacement	Actual Cost	Date in Service	Depreciation Schedule	Annual Depreciation	June 30, 2013		June 30, 2014	
									Accumulated Depreciation	2014	2014 (Inc Adj)	Accumulated Depreciation
0211	Engine - Type I	2002		2011/2012	\$ 430,996.00	1-Jul-02	10	\$ 43,099.60	\$ 430,996.50	12.00		\$ 430,996.50
0261	Water Tender	2002		2016/2017	\$ 204,528.00	1-Jul-02	15	\$ 20,452.80	\$ 156,804.60	12.00	\$ 20,452.80	\$ 177,257.40
0262	Brush - Type III	2002		2017/2018	\$ 278,104.00	1-Jul-02	15	\$ 27,810.40	\$ 213,212.82	12.00	\$ 27,810.40	\$ 241,023.22
0281	Staff	2002		2012/2013	\$ 20,843.00	1-Jul-02	5	\$ 2,084.30	\$ 20,843.00	12.00		\$ 20,843.00
0311	Engine - Type I	2004		2013/2014	\$ 412,007.00	30-Jun-04	10	\$ 41,200.70	\$ 370,806.30	10.00	\$ 41,200.70	\$ 412,007.00
0312	Engine - Type I	2004		2014/2015	\$ 412,007.00	30-Jun-04	10	\$ 41,200.70	\$ 370,806.30	10.00	\$ 41,200.70	\$ 412,007.00
0382	Staff	2003		2012/2013	\$ 29,640.00	30-Jun-04	5	\$ 2,964.00	\$ 29,640.00	11.00		\$ 29,640.00
0384	Staff	2003		2011/2012	\$ 32,787.00	30-Jun-04	5	\$ 3,278.70	\$ 32,787.00	11.00		\$ 32,787.00
0561	Brush - Type III	2005		2020/2021	\$ 287,663.00	30-Jun-05	15	\$ 28,766.30	\$ 163,655.97	9.00	\$ 28,766.30	\$ 192,422.27
0681(1081)	Staff - Explorer	2006	EMS Coordinat	2015/2016	\$ 8,400.00	24-Aug-11	10	\$ 840.00	\$ 7,416.62	8.83	\$ 840.00	\$ 8,256.62
0811	Engine - Type I	2008		2018/2019	\$ 483,367.58	1-Apr-08	10	\$ 48,336.76	\$ 253,767.98	6.25	\$ 48,336.76	\$ 302,104.74
0881	Command	2008		2014/2015	\$ 43,291.22	7-Nov-07	5	\$ 4,329.12	\$ 43,291.22	6.67		\$ 43,291.22
0981	Staff	2009		2014/2015	\$ 29,842.38	1-Mar-09	5	\$ 2,984.24	\$ 22,879.16	5.33	\$ 2,984.24	\$ 25,863.40
0982	Command	2009		2014/2015	\$ 42,294.21	30-Jun-09	5	\$ 4,229.42	\$ 29,605.95	5.00	\$ 4,229.42	\$ 33,835.37
1181	Staff - Explorer	2011		2016/2017	\$ 27,385.48	1-Jun-11	5	\$ 2,738.55	\$ 9,568.14	3.08	\$ 2,738.55	\$ 12,306.69
1281	Command - Exp	2012		2021/2022	\$ 64,270.30	1-Jul-12	5	\$ 6,427.03	\$ 19,281.09	2.00	\$ 6,427.03	\$ 25,708.12
1282	Staff - Ford F150	2012		2021/2022	\$ 50,555.58	1-May-12	5	\$ 5,055.56	\$ 15,166.67	3.20	\$ 5,055.56	\$ 20,222.23
1381	Staff-Escape	2013		2020/2021	\$ 35,064.29	1-Jun-13	6	\$ 3,506.43	\$ 292.20	1.08	\$ 3,798.63	\$ 4,090.83
RESERVE												
0383	Command	2003	Reserve - RSF4		\$ 34,881.00	30-Jun-04	5	\$ 34,881.00	\$ 34,881.00	10.00	\$ -	\$ 34,881.00
0781	Command	2007	RESERVE		\$ 64,814.02	31-Dec-06	5	\$ 6,481.40	\$ 64,814.02	7.50		\$ 64,814.02
9511	Engine - Type I	1995	Reserve - RSF2		\$ 129,234.84				\$ -	18.00	\$ -	\$ -
9611	Engine - Type I	1996	Reserve - RSF3		\$ 475,000.00				\$ 475,000.00	18.00		\$ 475,000.00
					\$ 3,596,975.90			\$ 295,786.01	\$ 2,765,516.54		\$ 233,841.08	\$ 2,999,357.62

Accumulated Depreciation 2013 \$2,765,516.54
 Annual Depreciation 2014 \$ 233,841.08
 Accumulated Depreciation 2014 \$2,999,357.62
 Adjustment \$ -
 REVISED Accumulated Depreciation 2014 \$2,999,357.62

RESOLUTION No. 2013-11

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ADOPTING THE FIRE MITIGATION FEE FUND MULTI-YEAR PLAN

WHEREAS, the Rancho Santa Fe Fire Protection District participates in the San Diego County Fire Mitigation Program; and

WHEREAS, the County of San Diego is empowered to collect mitigation fees from applicants for new development for the purpose of the expansion of fire protection and firefighting facilities and equipment; and

WHEREAS, the Rancho Santa Fe Fire Protection District must annually adopt a Fire Mitigation Fee Fund Multi-Year Plan at a noticed public hearing.

NOW, THEREFORE, BE IT RESOLVED THAT:

- (1) The Fire Mitigation Fee Fund Multi-Year Plan was incorporated as a part of the Rancho Santa Fe Fire Protection District Final Budget for fiscal year 2013/14.
- (2) A noticed public hearing for adoption of the Final Budget FY 2013/14 was held on September 11, 2013.
- (3) A copy of the Fire Mitigation Fee Fund Multi-Year Facilities and Equipment Plan is included as a part of this resolution.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on September 11, 2013 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

JAMES H ASHCRAFT
President

ATTEST:

Karlana Rannals
Secretary

FIRE MITIGATION FEE MULTI-YEAR FACILITIES AND EQUIPMENT PLAN

FISCAL YEAR 2013/2014

Capital Expenditures – Equipment Assets

No Proposed Expenditures

Capital Expenditures – Facility

– Microwave Metropolitan Area Wireless Network – (75%)

\$108,644.00

[Committee APPROVED \(FY10/11\)](#)

Capital Expenditures – Vehicle & Apparatus Replacement

No proposed expenditures

FISCAL YEAR 2014/2015

Capital Expenditures – Equipment Assets

No Proposed Expenditures

Capital Expenditures – Facility

No Proposed Expenditures

Capital Expenditures – Vehicle & Apparatus Replacement

No proposed expenditures

FISCAL YEAR 2015/2016

Capital Expenditures – Equipment Assets

No Proposed Expenditures

Capital Expenditures – Facility

No Proposed Expenditures

Capital Expenditures – Vehicle & Apparatus Replacement

No proposed expenditures

FISCAL YEAR 2016/2017

Capital Expenditures – Equipment Assets

No Proposed Expenditures

Capital Expenditures – Facility

No Proposed Expenditures

Capital Expenditures – Vehicle & Apparatus Replacement

No proposed expenditures

FISCAL YEAR 2017/2018

Capital Expenditures – Equipment Assets

No Proposed Expenditures

Capital Expenditures – Facility

No Proposed Expenditures

Capital Expenditures – Vehicle & Apparatus Replacement

No proposed expenditures

Resolution No. 2013-11

FIRE MITIGATION FEE MULTI-YEAR FACILITIES AND EQUIPMENT PLAN

Approved: September 11, 2013

Motion by: Director

Seconded by: Director

Roll Call Results:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Karlana Rannals
Secretary

RESOLUTION NO. 2013-12

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO
SANTA FE FIRE PROTECTION DISTRICT ESTABLISHING COMMITTED
AND/OR CONSTRAINED FUND BALANCES FOR FY13

WHEREAS, in March 2009, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 54; and

WHEREAS, the provisions of GASB 54 requires the establishment of a hierarchy of fund balance classifications; and

WHEREAS, the “restricted” classification have constraints imposed by laws or regulations of other government; and

WHEREAS, the “committed” classification requires formal action by the highest level of decision making authority; and

WHEREAS, the “assigned” classification can be constrained by the Board’s “intent” to be used for specific purposes, but are neither restricted nor committed.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Rancho Santa Fe Fire Protection District, that beginning FY14 the following funds are committed and/or constrained for use as allocated:

Restricted	
Fire Mitigation Fund	\$383,332.16
Committed	
Public Agency Self Insurance System	\$538,136.00
Assigned	
Advance life support equipment	\$151,815.74
Mobile data computer equipment	\$345.93
Compensated absences	\$413,172.53
Environmental Initiatives for Sustainability	\$250,000.00
TOTAL	\$1,736,802.36

BE IT FURTHER RESOLVED that the remaining fund balances is considered unassigned effective July 1, 2014 as listed on Exhibit A. These fund balances may be reallocated by the governing body, or official to whom the governing body has delegated authority to assign amounts for specific purposes.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on September 11, 2013 by the following vote:

AYES:

NOES:

None:

ABSTAIN:

JAMES H ASHCRAFT
President

ATTEST:

Karlana Rannals
Secretary

Rancho Santa Fe Fire Protection District
GASB 54 - Unassigned Fund Balances
Resolution No. 2013-12 - Exhibit A

	30-Jun-13	Balance Adjustment	1-Jul-13
Equity			
NCDJPA (MDC)	\$ 345.93		\$ 345.93
ALS Equipment Reserve	\$ 151,815.74		\$ 151,815.74
PASIS Reserve	<u>\$ 348,376.22</u>		<u>\$ 348,376.22</u>
	\$ 500,537.89		\$ 500,537.89
Reserve - General			
Undesignated	\$ (191,733.91)	\$ 231,767.86	\$ 40,033.95
Undesignated - FY Net Change	\$ 881,767.86	\$ (881,767.86)	\$ -
Designated for RCS Radio Infrastructure	\$ 300,000.00	\$ 400,000.00	\$ 700,000.00
Designated for P25 Compliant Radios	\$ 125,000.00	\$ -	\$ 125,000.00
Designated for Environmental Initiatives for Sustainability	\$ -	\$ 250,000.00	\$ 250,000.00
Designated for Prepaid CalPERS	\$ -	\$ -	\$ -
Designated for Prepaid Asset	\$ -	\$ -	\$ -
CalPERS Reserve	\$ 1,200,000.00	\$ -	\$ 1,200,000.00
Operating Reserve	<u>\$ 4,500,000.00</u>	<u>\$ -</u>	<u>\$ 4,500,000.00</u>
	\$ 6,815,033.95	\$ -	\$ 6,815,033.95
Reserve - Capital (Specified)			
Capital Replacement Reserves	\$ 6,729,586.20	\$ -	\$ 6,729,586.20
Capital Replacement Reserves	\$ -		\$ -
Capital Assets Net to Related Debt	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Designated Capital Reserves (Prior Year)	\$ 6,729,586.20	\$ -	\$ 6,729,586.20
Net Change (FY)	\$ -		\$ -
Total Equity	\$ 14,045,158.04		\$ 14,045,158.04