



RANCHO SANTA FE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING AGENDA

Rancho Santa Fe FPD
Board/Community Room – 16936 El Fuego
Rancho Santa Fe, California 92067

October 8, 2008
1:00 pm

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.

Pledge of Allegiance

1. **Roll Call**
2. **Public Comment**
3. **Motion waiving reading in full of all Resolutions/Ordinances**

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

4. **Consent Calendar**

- a. Board of Directors Minutes

APPROVE the Board of Directors minutes of September 10, 2008

ACTION REQUESTED: **APPROVE**

- b. Receive and File

- i. Monthly/Quarterly Reports – ACTION REQUESTED: **INFORMATION**

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.

(a) List of Demands

(1) Check 18423 thru 18522 for the period September 1 – 30, 2008 totaling: \$290,201.01

Payroll for the period September 1 – 30, 2008 \$439,243.69

TOTAL DISTRIBUTION \$729,444.70

(b) Activity Reports – September 2008

- Fire Prevention
- Operations
- Training

(c) District Articles – September 2008

(d) Correspondence

Thank you letters/cards were received from the following members of the public:

- Chan
- Mullins

5. Old Business

- a. None

6. New Business

- a. None

7. Resolutions/Ordinances

- a. Ordinance No. 2009-01

To introduce Ordinance No. 2009-01 – entitled an Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and Repealing Ordinance 2005-01.

ACTION REQUESTED: **Board and public comments and to schedule the 2nd reading**

8. Oral Reports

- a. Fire Chief – Pavone

- Del Mar/Solana Beach Cooperative Effort – Update
- LAFCO Update – Reorganization for Structural Fire Protection and Emergency Medical Services in the Unincorporated Areas of San Diego County
- District Activities

- b. Operations – Deputy Chief Michel

- c. Training – Battalion Chief Davidson

- d. Fire Prevention - Fire Marshal Hunter

- e. Administrative Manager – Rannals

- Developer Reimbursement Revenue

- f. Board of Directors

- North County Dispatch JPA – Update
- County Service Area – 17 – Update
- Comments

9. Closed Session

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957:
 - 1. LIABILITY CLAIM
 - Claimant: Rancho Santa Fe School District
 - Agency claimed against: Rancho Santa Fe Fire Protection District

10. Adjournment



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – September 10, 2008**

Rancho Santa Fe FPD – Board/Community Room
Headquarters – 16936 El Fuego
Rancho Santa Fe, California 92067

A regular meeting of the Rancho Santa Fe Fire Protection District Board of Directors was called to order at 1:00 p.m.

Pledge of Allegiance

Battalion Chief Sturtevant led the assembly in the *Pledge of Allegiance*.

1. Roll Call

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

Directors Absent: None

Staff Present: Nick Pavone, Fire Chief; Tony Michel, Deputy Chief; Jim Sturtevant, Battalion Chief; Bret Davidson, Battalion Chief; Cliff Hunter, Fire Marshal; and Karlana Rannals, Board Clerk.

2. Public Comment

No one requested to speak.

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

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

4. Consent Calendar

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

a. Board of Directors Minutes

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of August 13, 2008.

b. Receive and File

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to receive and file:

i. Monthly/Quarterly Reports

(a) List of Demands

(1) Check 18285 thru 18422 for the period August 1 – 31, 2008 totaling: \$457,293.19

Payroll for the period August 1 – 31, 2008 \$479,130.98

TOTAL DISTRIBUTION \$936,424.17

(b) Activity Reports – August 2008

- Fire Prevention
- Operations
- Training

(c) Travel Report – Pavone

(d) District Articles –August 2008

(e) Correspondence

- Horizon Fellowship Church – (2)
- Viejas Fire Department
- Mahelnoa
- International Association of Administrative Professionals
- Podbielniak

5. Public Hearing

a. *Final Budget Fiscal Year 2008/2009*

President Ashcraft opened and closed the public hearing. Karlana Rannals informed the Board that she had not received any written correspondence regarding the final budget.

6. Old Business

a. *None*

7. New Business

a. *LAFCO 2008 Special Districts Election*

Chief Pavone informed the members that to elect representatives to the LAFCO Advisory board, the District must authorize a board member to cast the ballot. He requested that the Board of Directors authorize the Board President to cast the ballot on behalf of Fire District

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the Board President to cast the ballot on behalf of the Fire District uninstructed.

b. *Final Budget Fiscal Year 2008-2009*

Chief Pavone reviewed and summarized the differences between the preliminary budget presented in June and the final budget presented at this meeting. Staff responded to questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve Fiscal Year 2008/2009 Budget as presented.

8. Resolutions/Ordinances

a. *Resolution No. 2008-11*

Karlana Rannals reviewed the purpose of the resolution and stated that the County requires that the District renew each year as a participant in the Fire Mitigation Fee Fund program. This resolution identifies future capital expenditures planned over the next five years.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and APPROVED Resolution No. 2008-11 *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 on a roll call vote:

AYES: Ashcraft, Hickerson, Hillgren, Malin, Tanner

NOES: None

ABSTAIN: None

ABSENT: None

9. Oral Reports

a. *Fire Chief – Pavone*

He reported on the following topics:

- District Activities
 - He informed the board members that he was requested to extend an invitation to the Board to assist with “cooking duties” at the upcoming Rancho Days Pancake Breakfast on September 21.
 - He reported that Rancho Santa Fe and Fairbanks Ranch Homeowners Associations have formed a Fire Safe Council. They retained a contractor to develop a fire management plan. They are focusing their efforts on the river bottom and canyon areas.
 - Chief Pavone and Fire Marshal Hunter presented a program to approximately 55 attendees for the Whispering Palms HOA.
 - He provided an update on the countywide proposed per parcel fire tax. The latest County Chiefs survey shows approximately 59% of the fire agencies that responded are supporting the tax.

b. *Operations – Deputy Chief Michel*

He reported on the following topics

- Significant incidents during the last month which included:
 - A small tractor roll-over.
- The County of San Diego has leased additional aircraft, including two Sooper Scoopers, and one air attack ship which will enhance our emergency response resources for wildland fires.

c. *Training – Battalion Chief Davidson*

He summarized the monthly training activity, which included:

- Ventilation drill
- Mass casualty drill
- Scripps field care audits
- In addition, he reported that reports of exposure to blood borne pathogens have increased.

d. Fire Prevention – Fire Marshal Hunter

He reported on the following topics:

- He has conducted numerous consultations for rebuilds of fire damaged homes.
- Weed abatement notices continue to be sent. About 20 – 25 per week are mailed.
- The redesigned Shelter in Place brochure is almost complete for reprinting.

e. Administration – Administrative Manager Rannals

She discussed the following topics:

- Ethics Training – scheduled prior to the regular Board of Directors meeting on December 10, 2008 from 9:30 – 11:30 am.
- A change in the law effective July 1, 2008 which requires availability of all meeting material 72 hours before the meeting. In order to accommodate this requirement, the agenda and all supporting documentation will be available on the District's website for download no later than November 2008.

f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: he reported the next meeting is scheduled for October 30, 2008.
- County Service Area 17 – Update – Director Hickerson: no report.
- Comments:
 - None

10. Adjournment

Meeting adjourned at 2:55 pm.

Karlena Rannals
Secretary

James H Ashcraft
President

RANCHO SANTA FE FIRE PROTECTION DISTRICT

List of Demands - September 2008

Check #	Amount	Vendor	Purpose
18423	\$111.46	ABC Mowers & Supply	Station Maintenance
18424	\$707.00	Accme Janitorial Service Inc	Monthly Cleaning Service
18425	\$284.94	AT&T/MCI	Telephone
18427	\$1,299.80	Corporate Clothiers Inc	Uniform - Safety Personnel
18429	\$854.05	Cutters Edge Inc	Apparatus Tools/Equipment Repair
18430	\$798.81	Daniels Tire Service Inc	Vehicle Repair/Maintenance
18431	\$274.74	Dell Marketing	Computer Equipment/Parts
18432	\$3,643.66	Drager Inc	Suppression Overnight Conf/Seminars
18433	\$1,352.53	Galls Retail	Uniform - Safety Personnel
18435	\$93.00	IAAP	Association Dues
18436	\$746.21	Irvine Valley Air Condit. Inc	Building Service/Repair
18437	\$352.50	McGraw-Hill Construction	FBR #3 Replacement
18438	\$3,683.25	Ninyo and Moore Inc	Soil Contamination - Fuel Tank Removal
18439	\$803.82	San Diego Medical Services	CSA-17 - Supplies
18440	\$24.04	Shore, Stuart W.	Meetings/M meal Expenses Reimbursement
18441	\$47.00	Terminix International	Building - Monthly Service
18442	\$4,174.44	The SoCo Group Inc	Gasoline & Diesel Fuel
18443	\$172.96	U P S	Shipping Service
18444	\$8,815.36	U S Bank Corporate Payment System	Cal-Card./IMPAC program
18445	\$275.38	Vortex Industries, Inc.	Station Maintenance
18446	\$986.80	Waxie Sanitary Supply	Janitorial Supplies
18447	\$379.46	Aair Purification Systems Reinhart Corp	Building Maintenance
18448	\$177.60	AT&T/MCI	Telephone
18449	\$110.57	Balignasay, Connie P.	Mileage/Parking/Medical Reimbursement
18450	\$579.94	Brodings Battery Warehouse Inc	Battery's - Apparatus
18451	\$472.51	Complete Office of California Inc	Office Supplies
18452	\$2,199.50	County of SD/RCS	800 MHz Network Admin Fees
18453	\$861.95	Danner Chris	Food-Meeting/Training/School Education Reimbursement
18454	\$1,353.46	Dion International, Inc.	Apparatus Repair
18455	\$145.00	Drager Inc	Breathing Apparatus
18457	\$33.32	Gibbs, Michael J.	Mileage Reimbursement
18458	\$1,193.31	N C E V S	Apparatus Repair/Scheduled Maintenance
18459	\$15.57	Napa Auto Parts Inc	Apparatus Parts & Supplies

Prepared by Connie P Balignasay

RANCHO SANTA FE FIRE PROTECTION DISTRICT

List of Demands - September 2008

Check #	Amount	Vendor	Purpose
18460	\$150.00	NFPA	Association Dues
18461	\$1,347.50	Olivenhain Municipal Water District	Water
18462	\$18.52	Pitney Bowes Inc	Equipment Rental
18463	\$3,258.81	San Diego Gas & Electric	Elec/Gas/Propane
18464	\$700.00	Santa Fe Irrigation District	Vehicle Site Rental
18465	\$514.00	Slattery, Brian Y	Certification/School Education Reimbursement
18466	\$2,408.50	Stephen J Fitch & Associates	Legal Services
18468	\$19.00	U P S	Shipping Service
18469	\$3,982.00	WinTech Computer Services	Consulting Services
18470	\$108.02	A to Z Plumbing Inc	Station Maintenance
18471	\$407.24	AT&T/MCI	Telephone
18473	\$252.43	Blend	Outside Printing & Binding
18475	\$13.00	Cnty of SD DPLU	FBR #3 Replacement
18476	\$914.01	Cutters Edge Inc	Apparatus Tool/Equipment Replacement
18477	\$3,193.15	Direct Energy Business - Dallas	Elec/Gas/Propane
18478	\$29.95	Firehouse Magazine	Subscriptions
18479	\$497.48	Galls Retail	Safety Clothing
18480	\$2,379.98	Guardian Life Insurance Co	Dental Insurance
18481	\$53,864.05	Health Net	Medical Insurance
18482	\$382.65	Home Depot, Inc	Station Maintenance
18483	\$402.14	Irvine Valley Air Condit. Inc	Building Service/Repair
18484	\$60.00	Jerome, John	Prevention - Local Conference/Seminars
18485	\$2,940.00	Konica Minolta Business Inc	Copier Maintenance Contract
18486	\$1,652.35	L N Curtis & Sons Inc	Safety Clothing
18487	\$149.08	Life-Assist Inc	CSA-17 - Supplies
18489	\$102.53	Rannals, Karlana	Program Upgrade/Software Enhancement/Meetings/Meal Reimb.
18490	\$1,881.92	San Diego Gas & Electric	Elec/Gas/Propane
18491	\$26.42	Spartan Chassis Inc	Apparatus Parts & Supplies
18493	\$232.00	Stricker and Ball	Legal Services
18494	\$41.00	Terminix International	Building - Monthly Service
18495	\$437.81	The Lincoln National Life Ins Co	Disability/Life Insurance
18496	\$5,138.46	The SoCo Group Inc	Gasoline & Diesel Fuel
18497	\$19.00	U P S	Shipping Service

Prepared by Connie P. Balignasay

RANCHO SANTA FE FIRE PROTECTION DISTRICT

List of Demands - September 2008

Check #	Amount	Vendor	Purpose
18498	\$323.94	Waxie Sanitary Supply	Janitorial Supplies
18499	\$165.00	Western State Design Inc	Station Maintenance
18500	\$100.00	Wood, Tim	Miscellaneous Reimbursable
18501	\$437.79	AT&T	Telephone
18502	\$45.37	AT&T	Telephone
18503	\$963.51	AT&T/MCI	Telephone
18506	\$167.00	Carey, Dan	School Education Reimbursement
18507	\$8,747.23	Dell Marketing	File Server
18509	\$220.94	Life-Assist Inc	CSA-17 - Supplies
18510	\$60.00	Myers-Stevens & Toohey Co Inc.	Disability/Life Insurance
18511	\$28,425.00	North County Dispatch JPA	Dispatching
18512	\$3,000.00	Palomar Community College	Testing - Employment
18513	\$3,767.01	Parkhouse Tire, Inc.	Tires & Tubes
18514	\$106,106.18	PERS	PERS (Employer Paid)
18516	\$172.39	Sturtevant, James F.	Station Replacement
18517	\$108.50	Terminix International	Building - Monthly Service
18518	\$2,768.54	The SoCo Group Inc	Gasoline & Diesel Fuel
18519	\$19.00	U P S	Shipping Service
18520	\$1,449.56	Verizon Wireless	MDT Broadband + ATN Line/Telephone - Cellular
18521	\$1,123.45	Waxie Sanitary Supply	Janitorial Supplies
18522	\$418.85	Western State Design Inc	Station Maintenance
Various	\$7,064.81	Various	Medical Reimbursement
Sub-total	\$290,201.01		
9/15/2008	\$247,729.65	Rancho Santa Fe Fire PD	Payroll
9/29/2008	\$4,869.60	Rancho Santa Fe Fire PD	Payroll
9/30/2008	\$186,644.44	Rancho Santa Fe Fire PD	Payroll
Sub-total	\$439,243.69		
Grand Total	<u>\$729,444.70</u>		

Rancho Santa Fe Fire District
Fire Prevention Bureau Monthly Activity Summary
September 2008

PLAN REVIEW

RESIDENTIAL PLAN REVIEWS	Number of Structures	Sq Footage
Fire Marshal	8	34,020
Fire Inspector	22	81,030
Urban Forester	0	0
TOTAL	30	115,050

RESIDENTIAL ADDITIONS	Original Sq Footage	Added Sq Footage
Fire Marshal	33,750	26,154
Fire Inspector	0	0
Urban Forester	0	0
TOTAL	33,750	26,154

COMMERCIAL PLAN REVIEWS	Number of Structures	Sq Footage
Fire Marshal	0	0
Fire Inspector	0	0
TOTAL	0	0

TOTAL NEW CONSTRUCTION		Sq Footage
Based on permitted Sq footage	Total Added	141,204

FIRE SPRINKLER REVIEWS	Commercial	Residential
Fire Marshal	0	0
Fire Inspector	3	5
TOTAL	3	5

TENANT IMPROVEMENTS	Number of Structures	Sq Footage
Fire Marshal	3	10,800
Fire Inspector	0	0
TOTAL	3	10,800

LANDSCAPE REVIEWS	Number of Reviews	Staff Hours
Urban Forester	37	36.5
TOTAL	37	36.5

Rancho Santa Fe Fire District
Fire Prevention Bureau Monthly Activity Summary
September 2008

SERVICES PERFORMED

DPLU - Fire Marshal	Number	Staff Hours
Project Availability Forms	3	3.0
Use Permits	3	3.0
Zaps	0	0.0
Administrative Review	3	3.0
Habit Plans	0	0.0
Approval Letters	0	0.0
TOTAL	9	9.0

INSPECTION SERVICES- All Staff	Number of Inspections	Staff Hours
Undergrounds	1	1.0
Hydros	13	9.0
Finals	38	35.0
Landscape	21	9.0
Reinspections	11	9.0
Code Enforcement	15	20.0
Misc.	6	5.0
TOTAL	105	88.0

HAZARD INSPECTIONS - All Staff	Number of Inspections	Staff Hours
Top 10 Hazards (# of Parcels Notified)	0	0.0
#10. Mt. Israel/Lake Hodges	0	0.0
#9. Hacienda Santa Fe	3	0.0
#8. San Dieguito River/Zumaque Area	0	0.0
#7. Via del Alba	0	0.0
#6. La Glorieta	0	0.0
#5. La Madreselva	0	0.0
#4. Escondido Creek	0	0.0
#3. El Camino Real	0	0.0
#2. Sun Valley Road	0	0.0
#1. Roadway Vegetation/Canopies	0	0.0
Weed Abatement Inspection	30	15.0
Weed Abatement Reinspection	40	20.0
1st Notice	15	3.8
2nd Notice	25	6.3
Final Notice	10	2.5
Forced Abatement	0	0.0
Homeowner Meeting	20	20.0
TOTAL	143	67.5
Top 10 Hazards notified this month	3/1243	
Top 10 Hazards notified YTD	216/1243	
Shelter-In-Place Communities (5)	5/5	

Rancho Santa Fe Fire District
Fire Prevention Bureau Monthly Activity Summary
September 2008

GRADING - Fire Marshal	Number of Inspections	Staff Hours
Plan Review	6	6.0
Site Inspection	0	0.0
TOTAL	6	6.0

SPECIAL PROJECTS - All Staff	Number of Inspections	Staff Hours
GIS Mapping	3	
Fuels Mitigation	0	
Special Projects/Other	1	
Continuing Education (Staff Hours)		
TOTAL	4	0.0

FIRE PREVENTION - All Staff	Number	Staff Hours
Incoming Phone Calls		
Consultations		
General Office		
TOTAL	0	0.0

SERVICES PERFORMED

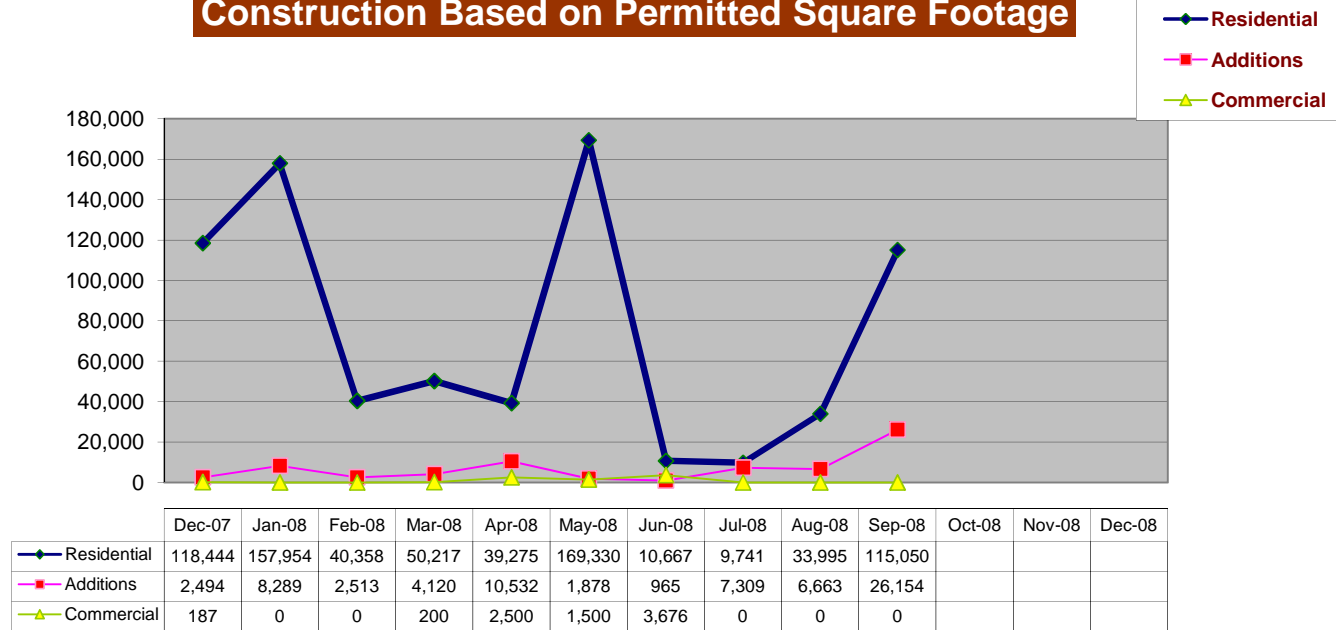
PUBLIC EDUCATION - PRC	Number	Staff Hours
Web Master (Website hits and hours worked)	3,236	4.0
Graphic Design		6.0
Communication & Relations		4.0
Number of Releases	3.0	
Education: Design and Prepare		60.0
Education: Presentations	41.0	7.0
Number Reached: Children		
Number Reached: Adults		
In Service Staff Training		
Child Safety Seat Installations	11.0	
Clerical		63.0
Continuing Education		4.0
Special Projects		0.0
TOTAL	3,291.0	148.0

Office Support Coordinator-Prevention	Number	Staff Hours
Phone Calls (All Administrative Staff)	759	38.0
Walk in/Counter (All Administrative Staff)	196	9.8
Knox Application Request	5	0.4
UPS Outgoing Shipments	3	0.3
Plan Accepted/Routed	70	11.7
Training Classes:		
Outside Meetings		
TOTAL		60.1

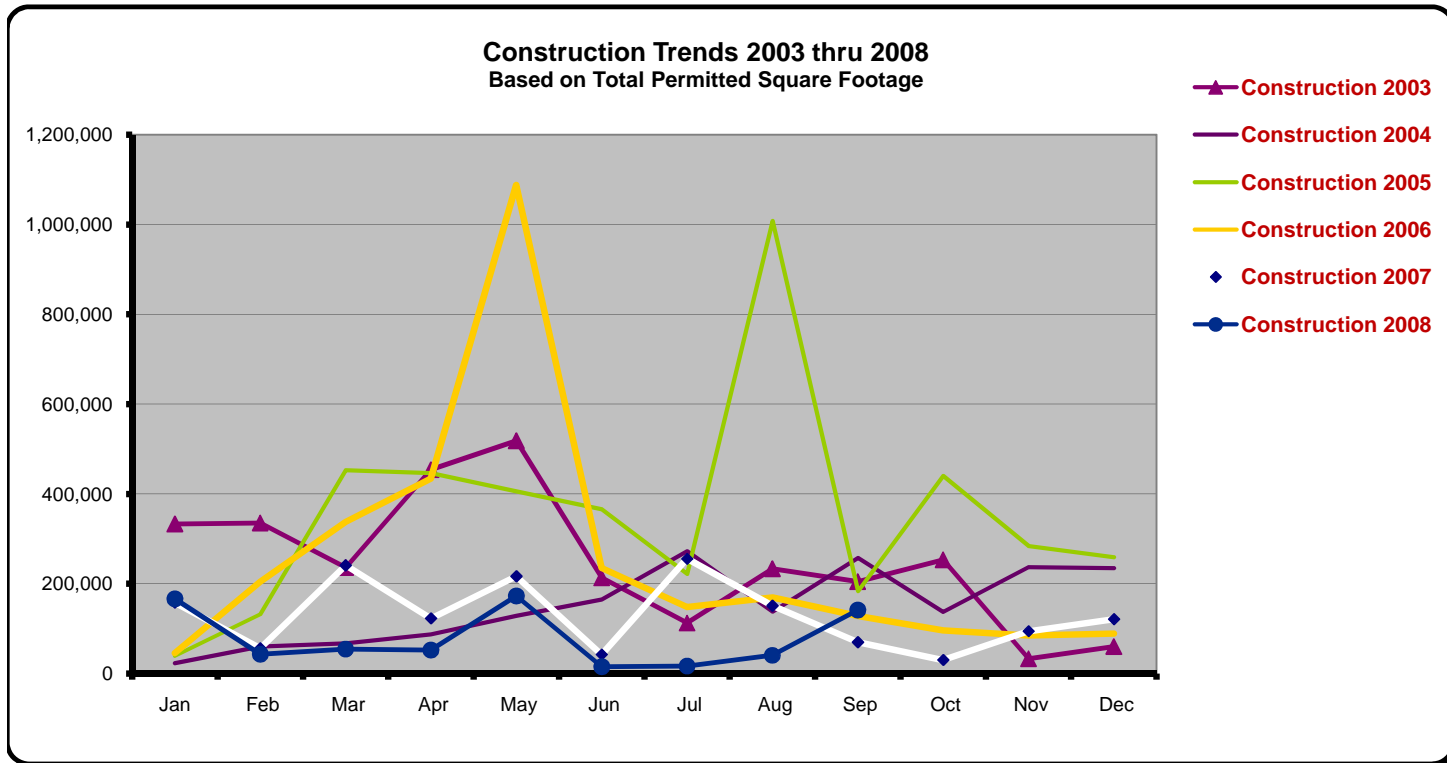
Rancho Santa Fe Fire Protection District Fire Prevention Bureau

September 2008

Construction Based on Permitted Square Footage



Rancho Santa Fe Fire Protection District Fire Prevention Bureau



2003	Jan-03	Feb-03	Mar-03	Apr-03	May-03	Jun-03	Jul-03	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03
	333,048	335,439	236,205	453,789	518,253	213,183	112,611	233,561	204,699	253,526	33,105	60,130

2004	Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04
	23,737	61,058	68,214	87,768	128,876	165,585	273,075	138,232	258,395	137,914	237,348	235,335

2005	Jan-05	Feb-05	Mar-05	Apr-05	May-05	Jun-05	Jul-05	Aug-05	Sep-05	Oct-05	Nov-05	Dec-05
	39,985	132,738	452,849	447,022	405,857	366,244	222,683	1,008,098	183,972	440,457	284,495	259,612

2006	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06	Nov-06	Dec-06
	46,126	205,163	337,951	434,515	1,088,179	235,495	148,424	170,111	128,957	96,576	85,093	89,508

2007	Jan-07	Feb-07	Mar-07	Apr-07	May-07	Jun-07	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07
	158,437	56,423	241,123	122,953	216,739	42,555	255,724	151,428	70,034	30,360	94,413	121,125

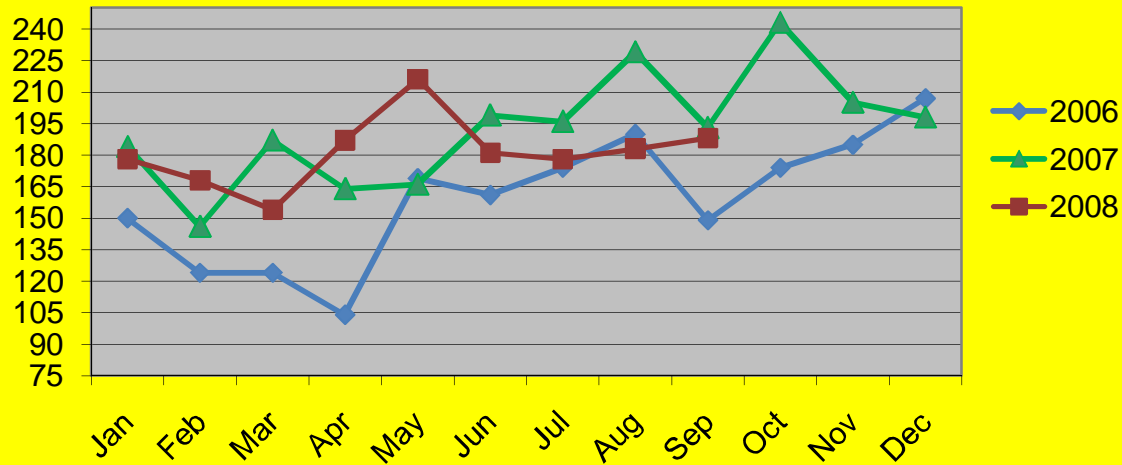
2008	Jan-08	Feb-08	Mar-08	Apr-08	May-08	Jun-08	Jul-08	Aug-08	Sep-08	Oct-08	Nov-08	Dec-08
	166,243	42,871	54,537	52,307	172,708	15,308	17,050	40,658	141,204			

Rancho Santa Fe Fire Protection District

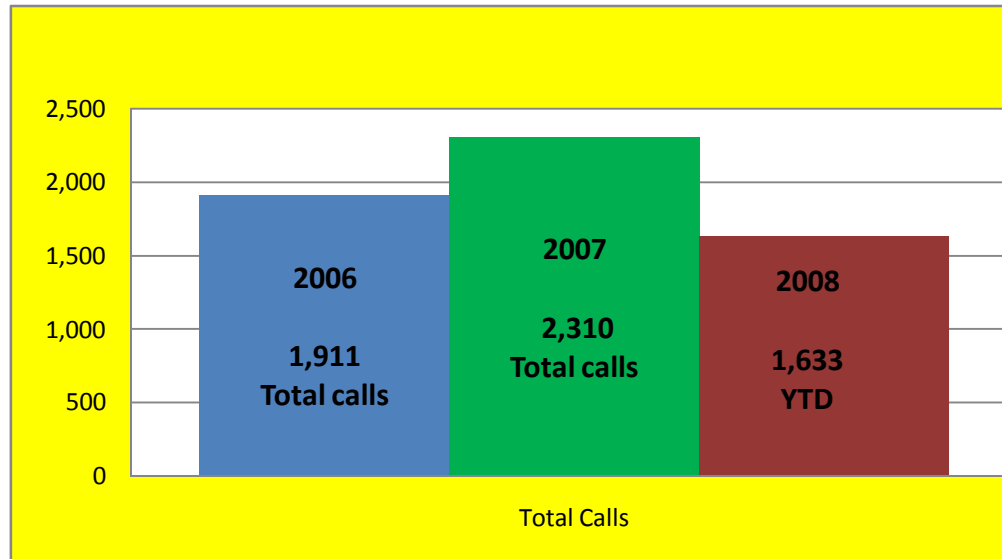
Incident Response Report

September 2008 Board Report

Three Year Monthly Response Comparison



2006	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Responses
Responses	150	124	124	104	169	161	174	190	149	174	185	207	1,911
YTD	150	274	398	502	671	832	1,006	1,196	1,345	1,519	1,704	1,911	18% increase
2007	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Responses
Responses	184	146	187	164	166	199	196	229	193	243	205	198	2,310
YTD	184	330	517	681	847	1,046	1,242	1,471	1,664	1,907	2,112	2,310	21% increase
2008	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	178	168	154	187	216	181	178	183	188				1,633
YTD	178	346	500	687	903	1,084	1,262	1,445	1,633				
% / last year													



Incident Summary by Incident Type

Date Range: From 09/01/2008 To 09/30/2008

Incident Type(s) Selected: All

Incident Type	Incident Count	Used in Ave. Resp.	Average Response Time hh:mm:ss	Total Loss	Total Value
Fire	7	7	00:08:47	\$13,000.00	\$13,000.00
EMS/Rescue	93	90	00:05:18	\$0.00	\$0.00
Hazardous Condition	5	4	00:07:48	\$0.00	\$0.00
Service Call	35	15	00:06:20	\$0.00	\$0.00
Good Intent	30	4	00:04:49	\$0.00	\$0.00
False Call	18	17	00:06:20	\$0.00	\$0.00
Blank or Invalid	1	0		\$0.00	\$0.00
Totals	189	137		\$13,000.00	\$13,000.00

Note: The incident count used in averages does not include the following:

Not Completed incidents, Mutual Aid Given, Other Aid Given, Cancelled in Route, Not Priority, Fill-In Standby, No Arrival and Invalid Dates/Times.

September 2008

September 2008							October 2008						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Aug 31 - Sep 6	Aug 31	Sep 1	2	3	4	5	6
			9:00am Hose Lays ; Tr 9:00am CSA 17 Chief;	2613 Meet with Prim 8:30am Scripps EMS (Fire Prevention Inspe Trench Rescue; Ralphs	Fire Prevention Inspe	Battalion Chiefs Drill;
Sep 7 - 13	7	8	9	10	11	12	13
		9:00am Hose Lays ; Tr	1:30pm Shift Meeting	8:30am Scripps EMS (8:30am Peer Review M 1:00pm Shift Meeting	Fire Prevention Inspe 8:30am Safety Comm	Battalion Chiefs Drill;
Sep 14 - 20	14	15	16	17	18	19	20
				Zone Ventilation Drill	Zone Ventilation Drill	Zone Ventilation Drill	Battalion Chiefs Drill;
Sep 21 - 27	21	22	23	24	25	26	27
	8:00am SDFD Tower;	8:30am Scripps EMS (Fire Prevention Inspe 9:00am Department F 3:00pm Pediatric Cani	1:30pm Shift Meeting	Fire Prevention Inspe 8:00am ENC CERT Fin	
Sep 28 - Oct 4	28	29	30	Oct 1	2	3	4
		9:00am Hose Lays ; Tr					

July 22, 2008

Mr. Nick Pavone
P.O. Box 410
Rancho Santa Fe, CA 92067

Dear Mr. Pavone,

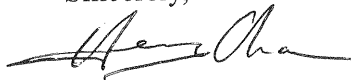
I am writing this letter to commend the actions of Mike Shore on July 12th while vacationing at Lake Havasu.

My friend Raymond Fong (who owns the boat) and our families were enjoying our outing on the lake when without warning the boat would not restart. Unfortunately, we left our cell phones onshore and thus had to summon for assistance by signaling passersby. Our many attempts failed until we caught Mike's attention. He stated that he had to make a short stop at another location and will be coming back for us, which he did. Initially, we thought the problem was with a drained battery so Mike offered us the use of his spare battery. When the boat still didn't start he offered to give us a tow all the way to the opposite shore to our boat trailer. In transit, Mike and his family were very courteous and offered us beverages and snacks.

In the end, I was pleasantly surprised when Mike refused to accept anything more than token compensation for the time and fuel that was expended in assisting us.

A person's true character is best summarized by actions he or she performs voluntarily and when there is no personal gain. Mike and his family did not have to stop; and once they did, he certainly was justified to expect proper compensation. I believe Mike's action on that day speaks highly of his character and reflects well on the quality of your staff.

Sincerely,

A handwritten signature in black ink, appearing to read 'Yeung Chan', with a stylized, flowing script.

Yeung Chan
Rancho Palos Verdes, CA

Gentlemen,

8/26/08

PLEASE THANKS TO ALL OF YOU
FOR YOUR CARE AND CONCERN FOR
MRS. MULLINS LAST THURSDAY NIGHT WHEN
SHE HAD HER ACCIDENT AT THE GOLF CLUB.
YOUR INSISTANCE THAT SHE BE TAKEN
TO EMERGENCY SERVICE IS MOST APPRECIATED.
THEY HAD GIVEN HER WHEELS, AS DID YOU.
SHE CAME HOME THAT NIGHT AND IS
GROWING STRONG EVERY DAY.

WE ARE MOST GRATEFUL FOR ALL
YOUR HELP

Thankfully

F. J. Mullins

UNITED S-5632
Bubble Mailer #
1-800-295-5511

STAFF REPORT

NO. 08-14

TO: BOARD OF DIRECTORS
NICHOLAS G. PAVONE, FIRE CHIEF
FROM: CLIFFORD HUNTER, FIRE MARSHAL
SUBJECT: ADOPTING FEES FOR SERVICES
DATE: OCTOBER 8, 2008



BACKGROUND

On February 9, 2005, the Board of Directors approved revising the fee schedule pertaining to fees for the training tower only. The last review of the entire fee schedule was in February 2004. It is time to review the entire schedule of Fire Prevention Services and other district fees because of increased costs of operation and personnel. The fees are based upon the actual costs incurred by the Fire District; these fees include total compensation of the employee(s) providing a particular service and include total personnel hours utilized for plan review, file review, database information entry, and travel to and from the site, written response, and site inspection. Additionally, a portion of the utilities, phone, FAX, cell service, vehicle operation and replacement, liability and vehicle insurance and overhead cost are included. (See Attachment "C")

The fees are authorized pursuant the California Health and Safety Code Section 13916 and Section 13919 and public noticed pursuant to Section 66014 of the Government Code for cost recovery for services rendered.

CURRENT SITUATION

Attachment "A" is a policy and procedure for fire prevention fees that describes the procedure for the establishment, collection, and management of the fees.

Attachment "B" is a policy and procedure worksheet that identifies in detail the fee schedule on an hourly basis that illustrates in detail the basis upon which hourly time commitments and equipment are calculated.

Attachment "C" is a schedule of fire prevention services and other fire district fees that show tasks, fee description, average review and inspection time and the actual fee. Additional supporting documents include total compensation, administrative cost, fee comparison and a glossary of terms.

"Ordinance 2009-01" This is the ordinance establishing fees for services and repealing ORDINANCE 2005-01 fees for services.

RECOMMENDATION

The current fee schedule has not kept pace with today's actual cost of providing the service. The new fee schedule is capturing full cost recovery at today's cost. All fee increases require an update to the Districts fee ordinance.

The staff recommends proceeding with adoption of the ordinance establishing fees for services for full cost recovery and repealing Ordinance 2005-01 fees for service.



Rancho Santa Fe Fire Protection District

ADMINISTRATIVE POLICY AND PROCEDURES

ATTACHMENT "A"

FIRE PREVENTION SERVICES AND FEES

FIRE CHIEF: _____

Section: 00000

Date Implemented: 2-14-04

Date Revised: 9-10-08

Page: 1 of 2

I. PURPOSE:

The purpose is to describe the procedures for the establishment, collection, and management of fire prevention services and fees.

II. POLICY:

As a condition of reviewing plans for discretionary development and enforcement of the fire code, the District will collect fees to cover costs incurred for provision of these services, pursuant to the Fire Prevention Fee Schedule Ordinance. In accordance with this ordinance, the District shall not be obligated to review, approve, or take action on any activity or service delineated in the fee schedule for which the fee indicated has not been remitted, or for which additional fees are required.

III. AUTHORITY:

The Rancho Santa Fe Fire Protection District retains the right to collect fees for certain fire prevention services pursuant Health and Safety Code Section 13916 and 13919 and Govt. Code Section 66014. The District has established a Fire Prevention Services and Fee Schedule.

IV. PROCEDURE:

A. ESTABLISHMENT OF FEE SCHEDULE. Fire prevention fees are based upon the actual personnel and overhead administrative costs incurred for services provided. Personnel costs ([Attachment B](#)) are determined by multiplying the total hourly compensation (including benefits) by the average time required to complete the specified assignment. The total time allotment includes the total time required to review plans, enter database information, travel to and from the site, and conduct a site inspection. ([Attachment C](#))

B. PAYMENT OF FEES.

1. Plan Review, Construction, and Service Fees. Payment for these services provided is collected at time of request for service or plan submittal.
2. Payment may be made by credit card, check, or money order made out to the Rancho Santa Fe Fire Protection District, or cash. A receipt shall be provided, which shall identify the purchaser and project in question.
3. Additional Fees. If the estimated fees remitted are found to be insufficient to compensate the District for actual personnel costs incurred, the District will require the payment of additional fees by the applicant in order to process or complete the specified service(s).

***FIRE PREVENTION SERVICES AND FEES
ATTACHMENT “A”***

Section: **00000**

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 2 of 2

4. Non-compliance Inspection Fees. Fees for non-compliance (Reference 4.5, 4.18) inspections must be submitted prior to rescheduling of a re-inspection. A non-compliance inspection is defined as the third and any subsequent inspection.
5. Services Generated by Outside Agencies. Fees for services generated by outside agencies (i.e. DPLU or DPW) as a result of a request for agency recommendation or similar request are billed to the responsible party (owner, developer, etc.). Said responsible party is to be notified that no future action will be taken by the District on subject project until payment has been received for such services. At such time when payment has been received, a receipt shall be provided, which shall identify the purchaser and project in question.
6. The Board of Directors, the Fire Chief or his/her designee shall have the ability to waive any and all fees as specified by the adopted resolution of the Board of Directors. When Fees are waived, a report shall be provided at the next Board of Directors.

C. **RECORDKEEPING.** Fee collection shall be dually recorded in the current Bookkeeping Records program and database for subject property.

D. **MEETING FACILITIES.** All facilities must be reserved in advanced and arrangements will be made in accordance with District Policy. Additional requirements may be made at the discretion of the Fire Chief. Additional requirements may include, but not limited to, reimbursement cost of stand-by personnel, all cost for any property damage, and liability Insurance.

E. **FEE RECOVERY FOR SPECIAL SERVICES.** Apparatus shall be charged at **\$200.00** per hour, and actual employee costs incurred by the Fire District. A deposit shall be required. The Fire Chief shall determine the estimated cost of use of the apparatus and personnel. Any additional monies due at calculation of actual cost shall be immediately payable to the Fire District. Should the original estimates actually be larger than the actual costs, a refund shall be delivered through normal procedures.

F. **CONSTRUCTION PLANS.** Plans may be sent to an engineering firm to verify the calculations and insure that the design will meet all fire safety code requirements. The cost for this certification will be paid for the owner, contractor or developer.



Rancho Santa Fe Fire Protection District

ADMINISTRATIVE POLICY AND PROCEDURES

ATTACHMENT "B"

FIRE PREVENTION SERVICES FEES AND CALCULATION METHODS

FIRE CHIEF: _____

Section: 0000

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 1 of 8

- I. **PURPOSE:** To illustrate the basis upon which hourly time commitments are determined for services provided in the fire prevention **services and fees** schedule.
- II. **POLICY:** The total hourly basis for fire prevention services are determined by calculating total personnel time commitment for processing a particular service request plus associated support costs. Personnel costs are determined by calculating the total personnel time plan review, file review, database entry, inspection, billing, written response, and travel to and from the site. Total associated support costs were determined by establishing the proportionate costs to the District for administering the Fire Prevention Bureau (Admin Fees) and proportionate use of related equipment (vehicles, computers), expendable supplies and ancillary services (phone, computer, consultant, utilities, insurance), as determined on an hourly basis.
- III. **PROCEDURE:** The basis for the District's deposit fee structure for the fire prevention fee schedule is based upon the following time figures, which represent the actual average time spent on the services listed below and associated support costs. 15 minutes (.25) have been added to all plan review activities to account for database information entry and 30 minutes (15 minutes each way) (.50) for each inspection activity to account for file review.

a. Hourly Support Costs

SERVICE	HOURLY AVERAGE	NOTES
Utilities/ Supplies	\$13.00	Cost per month per hour
Phone/Fax/Cell	\$2.00	Cell phone (1 phone), fax, per hour usage.
Vehicles	\$3.20 Operation \$2.00 Replacement	Includes, equipment, service, fuel for one vehicle on an hourly basis. (.50 cents per mile) & replacement cost
District Administration/ Overhead	\$18.45	2/3 Staff time hourly basis. Includes, bookkeeping, computers, office supplies, etc.
Liability & Vehicle Insurance	\$4.00	For one vehicle
COMBINED HOURLY ADMIN. FEE TOTAL	\$41.55/hr Rounded to \$42.00/hr	Total overhead & admin. Costs.

**FIRE PREVENTION SERVICES FEES AND
CALCULATION
ATTACHMENT “B”**

Section:

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 2 of 8

b. Personnel Cost on Hourly Basis and Total Employee Compensation

Fees defined as follows:

Average time spent on service (First Number) .75+.25=1.0

Database entry into computer system (Second Number) .75+.25+.30=1.30

Travel time to and from job site – not all inspection (Third Number) .75+.25+.30=1.30

Total time to complete entire inspection (forth number) .75+.25+.30=1.30

Reference Number	SERVICE	HOURLY AVERAGE	NOTES
DEVELOPMENT PLAN REVIEW			
1.1	Project Availability Form for Minor Subdivision, Minor Use Permit (service letter) (5 parcels or less) (FM)	.75 + .25 = 1.0	Includes review and written response, data base entry.
1.2	Project Availability Form for Major Subdivision (service letter) (6 parcels or more) (FM)	1.0 + .25 = 1.25	Includes review and written response, data base entry
1.3	TPM or Minor Subdivision Service Letter Renewal (FM)	.5 + .25 = .75	Includes written response, data base entry
1.4	TM or Major Subdivision Service Letter Renewal (FM)	.5 + .25 = .75	Includes written response, data base entry
1.5	Final Map/Mylar Review (signing all mylar's) (FM)	.25 + .25 = .50	Includes standard review and data base entry
1.6	Release of Map Covenants or letters for release of other projects i.e. coastal commission, planning department, fire flow etc. (FM)	.50 = .50	Includes site inspection and written response, data base entry or letters for release of other projects i.e. coastal commission, planning department, fire flow etc.
1.7	Cellular Sites (FM)	.25 + .50 + .25 = 1.00	Includes site inspection and written response and data base entry
1.8	MUP/STP (FM)	1.0 + .25 = 1.25	Includes written response and data base entry
1.9	Fuel Modification Plan/EIR (UF)	1.3 + .25 = 1.55	Includes written response, data base entry
1.9.1	Review of fire protection plan Base	6.0 + per hour	Includes review, written

***FIRE PREVENTION SERVICES FEES AND
CALCULATION
ATTACHMENT “B”***

Section:

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 3 of 8

Reference Number	SERVICE	HOURLY AVERAGE	NOTES
	Fee (UF)		response, data base entry, scanning documents
1.10	L Grading Plan (Department of Public Works) (FM)	$.50 + .25 = .75$	Includes written response
1.11	Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP) FM	$.25 + .75 = 1.00$	Includes Review of access, water supply and fire code compliance for zoning (ZAP), variance (VAR) and vacation (VAC) requests
1.12	Improvement Plans/PRD (FM)	$1 + .25 = 1.25$	Includes written response, data base entry
1.13	Remote Water Meter, water line extension	$.25 + .25 + .25 = .75$	Includes travel, site inspection and written response and data base entry
1.14	Conceptual Site Landscaping Plan/Consultation (UF)	$.75 + .25 = 1.00$	Includes written response and data base entry
1.15	Conceptual Site Plan/Consultation (FM)	$.75 + .25 = 1.00$	Includes written response and data base entry
NEW CONSTRUCTION			
2.1	Grading Plan (Building) (FM)	$.50 + .25 + .25 = 1.00$	Includes plan review, site inspection and data base entry
2.2	New residential construction (Up to 7,999 square foot) (FM)	$1 + 1.5 + .25 = 2.75$	Includes plan review, site, rough & final inspections and data base entry
2.3	New residential construction (8,000 – 11,999 square foot) (FM)	$1.75 + .25 + 1.5 = 3.50$	Includes plan review, site, rough & final inspections,
2.4	New residential construction (12,000 square foot and up) (FM)	$2.25 + .25 + 2.25 = 4.50$	Includes plan review, site, rough & final inspections, data base entry
2.5	Residential addition or remodel (FM) Over 2,000 square feet	$.5 + 1.50 + .25 = 2.25$	Includes plan review, site, rough & final inspections, data base entry

**FIRE PREVENTION SERVICES FEES AND
CALCULATION
ATTACHMENT “B”**

Section:

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 4 of 8

Reference Number	SERVICE	HOURLY AVERAGE	NOTES
2.6	Residential Landscape Plans (UF)	$2.0 + 1.0 + .25 = 3.25$	Includes plan review, site, final inspections, data base entry
2.6.1	Small Landscape plan reviews UF	$.25 + .25 = .50$	Review small landscape
2.7	Residential plan re-submittal-new or remodel or addition under 2,000 square feet (FM)	$.25 + .25 = .50$	Includes second review of plan, data base entry
2.8	Residential Building Plans (PRD) (FM)	$.75 + 1.50 + .25 = 2.5$	Includes plan review, site, rough & final inspections, data base entry
2.9	Residential Building Plans (PRD), each additional unit (FM)	$.25 + 1.50 + .25 = 2.0$	Includes additional plan review, site, rough & final inspections, data base entry
2.10	Room addition or tenant improvement < 50% remodel without sprinklers	$.5 + .5 + .25 = 1.25$	Includes plan review, site, rough & final inspections, data base entry
2.11	Barn & Outbuilding (over 1,000 square feet) (FM)	$.50 + .25 + .25 = 1.00$	Includes plan review, site, rough & final inspections, data base entry
2.12	Commercial/Industrial and Multi-Family Building Plans (FM)	$2.25 + 1.50 + .25 = 3.75$	Includes plan review for new commercial construction and site, rough, field inspection and data entry
2.13	Commercial/Industrial and Multi-family Landscape Plans (UF)	$3 + 1.0 + .25 = 4.25$	Review of plans for fire safe planting for new construction and 1 field inspection each (site & final)
2.14	Commercial/Industrial and Multi-Family Plan Re-submittal (FM)	$.5 + .25 = .75$	Includes second review of plan, data base entry
FIRE PROTECTION SYSTEMS AND INSTALLATIONS			
3.1	Residential fire sprinkler system, 13D or 13R (FS)	$.5 + 1.0 + .25 = 1.75$	Includes consultant plan review, rough & final inspections, data base entry
3.2	Residential fire sprinkler plans-PRD,	$.25 + 1.0 + .25 =$	Includes additional plan

**FIRE PREVENTION SERVICES FEES AND
CALCULATION
ATTACHMENT “B”**

Section:

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 5 of 8

Reference Number	SERVICE	HOURLY AVERAGE	NOTES
	each additional unit (FS)	1.50	review, rough & final inspections, data base entry
3.3	Residential fire sprinkler plan re-submittal (after the third review) (FS)	.25 + .25 = .50	Includes second review of plan, data base entry
3.4	Commercial fire sprinkler system	.75 + 1.0 + .25 = 2.00	Includes consultant plan review, rough & final inspections, data base entry
3.5	Underground Sprinkler System Plans (Commercial)	.75 + 1.0 + .25 = 2.0	Includes plan review, rough & final inspections, data base entry
3.6	Commercial sprinkler plan re-submittal (after the third review)	.25 + .25 = .50	Includes second review of plan, data base entry
3.7	Commercial sprinkler tenant improvement	.5 + .5 + .25 = 1.25	Includes plan review, rough & final inspections, data base entry
3.8	Special Fire Protection Installations--Hood & duct system, remote extinguishing systems (FS)	1.0 + .50 + .25 = 1.75	Hood & duct, remote extinguishing systems, includes inspection and data base entry
3.9	Special Hazard Installations-High Piled Storage, Underground/Aboveground Storage Tanks, spray booths, industrial ovens, refrigeration systems, etc. (FS)	2.0 + 1.0 + .25 = 3.25	Includes consultant plan review, rough & final inspections, data base entry
3.10	Fire Alarm System (FS)	1 + .5 + .25 = 1.75	Includes consultant plan review, rough & final inspections, data base entry
MISCELLANEOUS FEES			
4.1	Stamp Approval Transfer (FM)	.25	Transfer stamp approval from one plan to another (maximum 2 sets)

***FIRE PREVENTION SERVICES FEES AND
CALCULATION
ATTACHMENT “B”***

Section:

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 6 of 8

Reference Number	SERVICE	HOURLY AVERAGE	NOTES
4.2	Knox Key Installation (FS)	.25 + .50 +.25 = 1.0	Includes plan review, site inspection, data base entry
4.3	Temporary membrane Structures, Tents and Canopies (FS)	.75 + .25 = 1.00	Includes site, and final approval data base entry
4.4	Business License Inspection (SDSO, CCLB permit) (FS)	.75 + .50 = 1.25	Data base entry and re-inspection
4.5	Non-compliance re-inspection FS	.50+.75=1.25	Conduct inspection of existing property which remains non-compliant with codes (3rd and subsequent inspections)
4.6	Non-compliance weed abatement re-inspection (FS)	1.0 + .25 = 1.25	Two site inspection and data base entry
4.7	Forced weed abatement administrative fee (Expense of Abatement Report and Hearing) (FM)	Expense of abatement \$500	Includes above 4.5, plus work order, description of work, hearing, contractor meetings, inspections, billing and report.
4.8	Urgent Plan Check - Overtime Plan Review/Inspection New residential construction Up to 7,999 square foot) (FM)	2.75 +1.37+1.5 +.37 = 5.99	Includes base plan check time plus ½ time plus travel time and data base entry
	Urgent Plan Check New residential construction (8,000 - 11,999 square foot) (FM)	3.50 +1.75+ 1.5 +.37 = 7.12	Includes base plan check time plus ½ time plus travel time and data base entry
	Urgent Plan Check New residential construction (12,000 square foot and up) (FM)	4.50 +2.25+ 1.50 +.37= 8.62	Includes base plan check time plus ½ time plus travel time and data base entry
	Urgent Plan Check Commercial/Industrial and Multi-Family Building Plans (FM)	2.25 + 1.12+1.50 +.37= 5.24	Includes base plan check time plus ½ time plus travel time and data base entry
4.9	Fire Department Documents, other than District Ordinances	\$5.00 for the first 5 pages, \$.70 for each additional page thereafter	Staff time, plus paper, copier, toner, electricity etc.

***FIRE PREVENTION SERVICES FEES AND
CALCULATION
ATTACHMENT “B”***

Section:

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 7 of 8

Reference Number	SERVICE	HOURLY AVERAGE	NOTES
4.10	District Ordinances, Developmental Guides	No Charge for the first copy; \$5.00 for the first 5 pages, \$.70 for each additional page when additional copies are ordered.	Staff time, plus paper, copier, toner, electricity etc.
4.10.1	Copies of Large Plans (C,D & E Size)	\$25 \$55 \$85	17x22 Ansi C 22x34 Ansi D 34x44 Ansi E
4.10.2	Color Copy Photos	\$1.00 \$1.50	4x6 = \$1.00 8½x11=\$1.50
4.11	Documents sent electronically, or accessed via the web site (www.rsf-fire.org)	No Fee	No Fee
4.12	Annexation Fees - each acre or portion thereof:	\$1,000	\$1,000
	Annexation Fees - Each Dwelling Parcel:	\$500	\$500
	Annexation Fees - Each Commercial/Industrial Parcel:	\$1,000	\$1,000
4.13	Meeting Facilities -Category 1- for use of District-owned meeting facilities by members of the general public as noted.	\$50.00	\$50.00
4.14	Meeting Facilities - Category 2 -for use of District-owned meeting facilities by members of the general public as noted.	\$250.00	\$250.00
4.15	Return Check Fee	\$25.00	Addition handling fee for retuned check plus the amount of the check

**FIRE PREVENTION SERVICES FEES AND
CALCULATION
ATTACHMENT “B”**

Section: **00000**

Date Implemented: 02-14-04

Date Revised: 09-10-08

Page: 8 of 8

Reference Number	SERVICE	HOURLY AVERAGE	NOTES
4.17	Other services not listed Services not otherwise specified herein	Actual cost	Actual cost
4.18	Inspection Cancellation fee (FM)	Per failure	Failure to cancel field inspection within 24 hours of set appointment
4.18.1	Inspection Cancellation fee (UF)	Per failure	Failure to cancel field inspection within 24 hours of set appointment
4.18.2	Inspection Cancellation fee (FS)	Per failure	Failure to cancel field inspection within 24 hours of set appointment
4.19	Fee recovery for special services	\$200.00	Per hour per apparatus
TRAINING FACILITY FEES (for use by outside agencies)			
5.1	Training Tower with grounds	\$400/per day	\$200/half day No Burn Room Use
5.2	Burn Room	\$200/per hour	Per hour, plus tower fee. Includes three personnel to run the burn room and fuel cost
5.3	Multiple burn rooms	\$50.00/hour	Additional personnel may require at a rate of \$50 per hour per employee
5.4	Training Grounds	\$200 per day	Per day fee, no tower
5.5	Ventilation Prop	\$150 per day	Outsides agency required to replace and repair all materials used on prop
5.6	Confined space Prop	\$150 per day	Per day fee
5.7	Drafting/Test Pit	\$50 per apparatus	Per fire apparatus
5.8	Clean – up	\$150 per hour	If not done by using agency
5.9	Water Use	Actual Cost	

**Rancho Santa Fe Fire Protection District
Schedule of Fire Prevention Services and Fees
Effective TBD, 2009**

ATTACHMENT "C"

PLAN REVIEW, CONSTRUCTION and SERVICE FEES				
Reference Number	DEVELOPMENT PLAN REVIEW (includes plan review & written response if applicable)	Fee Description	Average Review & Inspection Time (in hrs.)	Total Fee or Cost
1.1	Project Availability Form for Minor Subdivision or Minor Use Permit (new service letter) FM (5 parcels or less)	Review of access, water supply, clearance & fire code requirements for subdivisions or Minor use permit	1.00	\$135
1.2	Project Availability Form for Major Subdivision (new service letter) FM (6 parcels or more)	Review of access, water supply, clearance & fire code requirements for subdivisions	1.25	\$169
1.3	TPM or Minor Subdivision Service Letter Renewal (5 parcels or less) FM	Review of access, water supply, clearance & fire code requirements for subdivisions	0.75	\$101
1.4	TM or Major Subdivision Service Letter Renewal (6 parcels or more) FM	Review of access, water supply, clearance & fire code requirements for subdivisions	0.75	\$101
1.5	Final Map/Mylar Review FM (Signing all Maylars)	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter	0.50	\$68
1.6	Release of Map Covenants FM or letters for release of other projects i.e. coastal commission, planning department, fire flow etc.	Site inspection and written confirmation of installation of covenanted improvements.	0.50	\$68
1.7	Cellular Sites FM	Review of access, water supply and fire code compliance	1.00	\$129
1.8	Major Use Permit (P or MUP) or Site Plan (S or STP) FM	Review of plan for access, water supply, clearance and fire code requirements for a MUP or STP	1.25	\$169
1.9	Fuel Modification Plans or Environmental Review-Mitigated Negative Declaration UF	Review & comment of project's fire impacts & proposed mitigation	1.55	\$171
1.9.1	Review of Fire Protection Plan (UF)	Review and comment letter, Scan fire protection plan into computer system. 6 hours base fee plus additional cost if necessary	6.00	\$660
1.10	L Grading Plan (Department of Public Works) FM	Review of access, building setback, and water supply requirements	0.75	\$101
1.11	Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP) FM	Review of access, water supply and fire code compliance for zoning (ZAP), variance (VAR) and vacation (VAC) requests	1.00	\$135
1.12	Improvement Plans Planned Residential Development (PRD) FM	Review of roadway, turnaround, building setback, access, and water supply requirements	1.25	\$169
1.13	Remote Water Meter and water line extension FM	Includes site inspection and written response	0.75	\$101
1.14	Site Plan Review Landscape (single occupancy) conceptual/consultation UF	Conceptual review of site plan for access, landscape, vegetation clearance and fire code requirements for a single occupancy.	1.00	\$110
1.15	Site Plan Review (single occupancy) conceptual/consultation FM	Conceptual review of site plan for access, water supply, clearance and fire code requirements for a single occupancy.	1.00	\$135

**Rancho Santa Fe Fire Protection District
Schedule of Fire Prevention Services and Fees
Effective TBD, 2009**

ATTACHMENT "C"

Reference Number	NEW CONSTRUCTION (Includes plan review & inspection)	Fee Description	Average Review & Inspection Time (in hrs.)	Total Fee or Cost
2.1	Grading Plan (Building) FM	Review of access requirements pertaining to grading and 1 inspection	1.00	\$135
2.2	New residential construction (Up to 7,999 square foot) FM	Review of plans for fire & building code compliance for new residential construction and 3 field inspections each (site, rough & final)	2.75	\$371
2.3	New residential construction (8,000 -11,999 square foot) FM	Review of plans for fire & building code compliance for new residential construction and 3 field inspections each (site, rough & final)	3.50	\$473
2.4	New residential construction (12,000 square foot and up) FM	Review of plans for fire & building code compliance for new residential construction and 3 field inspections each (site, rough & final)	4.50	\$608
2.5	Residential addition or remodel FM Over 2,000 Square feet	Review of plans for fire & building code compliance for new construction and 1 field inspection each (site, rough & final)	2.25	\$225
2.6	Residential Landscape Plans UF	Review of plans for fire safe planting for new residential construction and 1 field inspection each (site, rough & final) Includes two reviews additional charge after two reviews.	3.25	\$358
2.6.1	Small Landscape plan reviews UF	Review of small landscape modification or changes for fire safe planting.	0.50	\$55
2.7	Residential plan re-submittal-new, remodel or addition under 2,000 square feet (After the third time) FM	Third residential plan submittal and all subsequent re-submittals/ minor plan change	0.50	\$68
2.8	Residential Building Plans (PRD) FM	Review of site plan for fire & building code compliance for new construction and 1 field inspection each (rough & final) site	2.50	\$338
2.9	Residential Building Plans (PRD), each additional unit FM	Review of additional unit, site plan for fire & building code compliance for new construction and 1 field inspection each (rough & final)	2.00	\$270
2.10	Room addition or tenant improvement FM	Review of plans for fire & building code compliance for new construction room addition and 1 field inspection each (site, rough & final)	1.25	\$169
2.11	Barns and Outbuildings FM (over 1,000 square feet)	Includes plan review, site, rough & final inspections, data base entry	1.00	\$135
2.12	Commercial/Industrial and Multi-Family Building Plans FM	Review of plans for fire & building code compliance for new commercial construction and 1 field inspection each (site & final)	3.75	\$506
2.13	Commercial/Industrial and Multi-family Landscape Plans UF	Review of plans for fire safe planting for new construction and 1 field inspection each (site & final)	4.25	\$468
2.14	Commercial/Industrial and Multi-Family Plan Re-submittal (After the second time) FM	Second commercial plan submittal and all subsequent re-submittals	0.75	\$101

**Rancho Santa Fe Fire Protection District
Schedule of Fire Prevention Services and Fees
Effective TBD, 2009**

ATTACHMENT "C"

Reference Number	FIRE PROTECTION SYSTEMS and INSTALLATIONS	Fee Description	Average Review & Inspection Time (in hrs.)	Total Fee or Cost
3.1	Residential fire sprinkler system, 13D- or 13-R FS	Plan review of residential fire sprinkler system 13-D one or two family dwelling and 1 field inspection each (rough & final)	1.75	\$159
3.2	Residential fire sprinkler plans-PRD, each additional unit FS	Plan review of residential fire sprinkler system 13-D one or two family dwelling and 1 field inspection each (rough & final)	1.50	\$137
3.3	Residential fire sprinkler plan re-submittal (After the third time) FS	Second residential plan submittal and all subsequent re-submittals	0.50	\$46
3.4	Commercial fire sprinkler system FS	Plan approval of commercial fire sprinkler system and 1 field inspection. Plan review conducted by independent engineer at an additional cost	2.00	\$182
3.5	Underground Sprinkler System Plans FS	Plan approval of underground supply to sprinkler system and 1 field inspection. Plan review conducted by independent engineer at an additional cost	2.00	\$182
3.6	Commercial sprinkler plan re-submittal FS (After the third time)	Second residential plan submittal and all subsequent re-submittals/stamp transfer	0.50	\$46
3.7	Commercial sprinkler tenant improvement FS	Plan review of new commercial sprinkler system and 1 field inspection each (rough & final)	1.25	\$114
3.8	Special Fire Protection Installations--Hood & duct system, remote extinguishing systems FS	Plan approval and 1 inspection of new special extinguishing system. Plan review conducted by independent engineer at an additional cost.	1.75	\$159
3.9	Special Hazard Installations--High Piled Storage, Underground/Aboveground Storage Tanks, spray booths, industrial ovens, refrigeration systems, etc. FS	Plan approval and 1 inspection of high piled storage, underground/aboveground tanks, spray booths, industrial ovens, refrigeration systems, etc. Plan review conducted by an independent engineer at an additional cost.	3.25	\$296
3.10.	Fire Alarm System FS	Plan approval and 1 inspection of a fire alarm system. Plan review conducted by an independent engineer at an additional cost.	1.75	\$159

**Rancho Santa Fe Fire Protection District
Schedule of Fire Prevention Services and Fees
Effective TBD, 2009**

ATTACHMENT "C"

Reference Number	MISCELLANEOUS FEES (includes review and/or inspection as indicated)	Fee Description	Average Review & Inspection Time (in hrs.)	Total Fee or Cost
4.1	Stamp Approval Transfer FM	Reviewing plans and transferring necessary stamps	0.25	\$34
4.2	Knox Key Installation FS	Site inspection of installation of and proper operation of knox key device.	1.00	\$91
4.3	Temporary Membrane Structures, Tents and Canopies (FS)	Permit and Inspection fee, includes permit, plan review, travel to and from and data entry	1.00	\$91
4.4	Business License Inspection (SDSO, CCLB, or other outside agency) FS	Conduct inspection of existing property which requires annual inspection by AHJ	1.25	\$114
4.5	Non-compliance re-inspection FS	Conduct inspection of existing property which remains non-compliant with codes (3rd and subsequent inspections)	1.25	\$114
4.6	Non-compliance weed abatement re-inspection FS	Conduct legal noticing and re-inspections of a property which remains non-compliant after expiration of final notice to abate hazard	1.25	\$114
4.7	Forced weed abatement administrative fee (Expense of abatement Report and Hearing) (Ordinance 02-01) FM	Includes above, plus work order, description of work, contractor meetings, expense of abatement, inspections, billing, and report.	Expense of abatement	\$500
4.8	Urgent Plan Check - Overtime Plan Review/Inspection FM	New residential construction Up to 7,999 square foot) Includes base plan check time plus ½ time plus travel time and data base entry	5.99	\$809
		New residential construction (8,000-11,999 square foot and up) Includes base plan check time plus ½ time plus travel time and data base entry	7.12	\$961
		New residential construction (12,000 square foot and up) Includes base plan check time plus ½ time plus travel time and data base entry	8.62	\$1,164
		Commercial/Industrial and Multi-Family Building Plans Includes base plan check time plus ½ time plus travel time and data base entry	5.24	\$707
4.9	Fire Department Documents, other than District Ordinances	\$5.00 for the first 5 pages, \$.70 for each additional page thereafter		\$5
4.10	District Ordinances, Developmental Guides	No Charge for the first copy; \$5.00 for the first 5 pages, \$.70 for each additional page when additional		\$1
4.10.1	Copies of Large Plans (C,D & E Size)	Copies - Building, site plan, Landscaping, Fire Sprinklers and Grading.	17x22Ansi C 22x34 Ansi D 34x44 Ansi E	\$25 \$55 \$85
4.10.2	Color Copy Photos	Size is 4"X6" Size is 8 1/2" X 11" per page or per photo	4x6 = \$1.00 8 1/2 X 11 = \$1.50	TBD
4.11	Documents sent electronically, or accessed via the web site (www.rsf-fire.org)	No Charge		\$0
4.12	Annexation Fees	each acre or portion thereof:		\$1,000
		Each Dwelling Parcel:		\$500
		Each Commercial/Industrial Parcel:		\$1,000

**Rancho Santa Fe Fire Protection District
Schedule of Fire Prevention Services and Fees
Effective TBD, 2009**

ATTACHMENT "C"

Reference Number	MISCELLANEOUS FEES (includes review and/or inspection as indicated)	Fee Description	Average Review & Inspection Time (in hrs.)	Total Fee or Cost
4.13	Meeting Facilities - for use of District-owned meeting facilities by members of the general public as noted.	Category 1- not for profit non commercial community services groups which have members who reside in the District (Tax Exempt (501.C.3) - set-up/cleaning fee		\$50
4.14	Meeting Facilities - for use of District-owned meeting facilities by members of the general public as noted.	Category 2- all other organizations - set-up/cleaning fee		\$250
4.15	Returned Check Fee	Additional handling fee for returned check plus the amount of the check		\$25
4.16	Postage/supplies Cost	Actual cost	Actual	Actual
4.17	Other services not listed	Services not otherwise specified herein	Actual	Actual
4.18	Inspection Cancellation fee (FM)	Failure to cancel field inspection within 24 hours of set appointment	per failure	\$135.00
4.18.1	Inspection Cancellation fee (FS)	Failure to cancel field inspection within 24 hours of set appointment	per failure	\$110.00
4.18.2	Inspection Cancellation fee (UF)	Failure to cancel field inspection within 24 hours of set appointment	per failure	\$91.00
4.19	Fee recovery for special services	Apparatus charge	Per hour	\$200.00
Reference Number	TRAINING FACILITY FEES - for use by outside agencies	Fee Description		Total Fee or Cost
5.1	Training Tower w/ grounds	No Burn Room (per day)		\$400/day
		(per half day)		\$200/half day
5.2	Burn room	Per Hour, plus tower fee. Includes three personnel to run the burn room and fuel costs		\$200/hour
5.3	Multiple burn rooms	Additional personnel may be required at a rate of \$50 per hour, per employee		\$50/hour
5.4	Training Grounds	Per day fee. No Tower		\$200/day
5.5	Ventilation Prop	Per day fee. Outside agency required to replace and repair all materials use on the prop		\$150/day
5.6	Confined Space prop	Per day fee		\$150/day
5.7	Drafting/Testing Pit	Per Fire Apparatus		\$50/apparatus
5.8	Clean up	If not done by using agency		\$150/hour
5.9	Water Use	Actual cost		Actual

ORDINANCE No. 2009-01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ADOPTING FEES FOR SERVICES BY REFERENCE TO THE CALIFORNIA HEALTH AND SAFETY CODE SECTION 13916 AND SECTION 13919 AND REPEALING ORDINANCE 2005-01.

The Board of Directors of the Rancho Santa Fe Fire Protection District of the County of San Diego ordains as follows:

ARTICLE I. The Rancho Santa Fe Fire Protection District has incurred un-reimbursed discretionary development costs and is anticipating that further new discretionary development will occur within the District, which will place a greater demand on the existing staffing resources of the fire prevention bureau. Escalating demands have also been placed upon suppression personnel in conducting increasingly numerous and complex occupancy inspections.

ARTICLE II. The Rancho Santa Fe Fire Protection District is charged with the responsibility of enforcing applicable codes pertaining to fire and panic safety and other regulations of the State Fire Marshal pursuant to Section 13146 of the California Health & Safety Code

ARTICLE III. The Rancho Santa Fe Fire Protection District incurs additional costs in lost personnel hours and expended District resources when said fire prevention services are of a recurrent nature and the result of discretionary development. The District charges fees to recover costs incurred for the provision of said services, however, said fees require periodic revision to reflect current personnel costs.

ARTICLE IV. The Fire Chief may impose a fee for recovery of expenses incurred as a result of activities undertaken pursuant to enforcing the fire prevention provisions of the fire code, pursuant Health and Safety Code Section 13916 and 13919 and Govt. Code Section 66014.

ARTICLE V. Fire District fees are based upon the actual costs incurred by the fire agency, which are based upon the total compensation of the employee(s) providing a particular service and include total personnel hours utilized for plan review, file review, database information entry, travel to and from the site, written response, and site inspection.

ARTICLE VI. The actual fee shall be paid by the applicant to the Fire District at time of application or submittal to cover the actual costs in accordance with the aforementioned schedule for an INSPECTION or PLAN REVIEW or any OTHER SERVICES listed on the fee schedule.

ARTICLE VII. The actual cost for the provision of said services shall not exceed the actual cost incurred by the District.

ARTICLE VIII. In the event that fees are not paid at the time of application or upon request for additional fees, the District shall not be obligated to process, approve, or take further action on renewable permits, installation, removal, activity or alteration permits, inspections, plan reviews, or other services necessitating a fee as delineated in the Fire District Fee Schedule.

ARTICLE IX. The Board of Directors hereby declares that should any section, paragraph, sentence or word of this ordinance or of the Fire District Fee Schedule referenced herein be declared for any reason to be invalid, it is the intent of the Board that it would have adopted all other portions of this ordinance independent of the elimination there from of any such portion as may be declared invalid.

ARTICLE X. The Board of Directors, the Fire Chief or his/her designee shall have the ability to waive any and all fees as adopted by a Resolution of the Board of Directors. When Fees are waived, a report shall be provided at the next Board of Directors meeting.

ARTICLE XI. The Board of Directors of the Rancho Santa Fe Fire Protection District does hereby approve the adoption of the attached Schedule of Fire District Services and Estimated Fees therefore, (Attachment A, B & C).

ARTICLE XII. Ordinance 2005-01 is hereby repealed.

ARTICLE XIII.

The Secretary to the Board of Directors will certify to the adoption of this Ordinance and cause the same to be published in the manner required by law. This Ordinance will take effect forty-five (45) days after its final passage at a public hearing as required by law.

First Read at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District of the County of San Diego, California, on the 8th day of October 2008. A second reading occurred at a regular meeting on _____ 2008 and a public hearing and final adoption on the 00th day of _____ 2008 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James Ashcraft
President

ATTEST

KARLENA RANNALS
Secretary

AGENDA
LOCAL AGENCY FORMATION COMMISSION
MONDAY, OCTOBER 6, 2008, 9:00 A.M.
ROOM 302, COUNTY ADMINISTRATION CENTER
1600 PACIFIC HIGHWAY
SAN DIEGO, CALIFORNIA

1. Roll Call
2. Approval of Minutes of Meeting Held August 4, 2008
3. Executive Officer's Recommended Agenda Revisions
4. Commissioner/Executive Officer Announcements:
 - 2008 CALAFCO Annual Conference
5. Public Comment: Opportunity for members of the public to speak to the Commission on any subject matter within the Commission's jurisdiction, but not an item on today's agenda. Each speaker's presentation may not exceed 3 minutes. *Please note that for an item on today's agenda, speakers should fill out a speaker slip and address the commission when the agenda item is discussed and their name is called.*

CONSENT ITEMS

All items listed under the Consent Item(s) have 100% consent of landowners, are considered routine, and will be enacted in one motion. There will be no separate discussion of these items prior to Commission action on the motion, unless members of the Commission, staff, or the public request specific items to be removed from the Consent Agenda.

<u>City</u>	<u>Recommended Action</u>
6. RO08-02 Proposed "1055 Hamilton Lane Reorganization" (City of Escondido) – annexation to the City, with concurrent detachments from County Service Area (CSA) No. 135 (San Diego Regional Communications System) and exclusion from the Rincon del Diablo Municipal Water District (MWD) Fire Department (Improvement District "E") (7.17 acres)	Approve
<u>District</u>	
7. RO8-13 Proposed "Westland Nursery Reorganization" (Vallecitos Water District) – annexation to Vallecitos Water District, with concurrent detachment from the Vista Irrigation District (3.5 acres)	Approve
8. RO08-17 Proposed "Nordahl Road Reorganization" (Vallecitos Water District) – annexation to Vallecitos Water District, with concurrent detachment from the Vista Irrigation District (5.54 acres)	Approve

PUBLIC HEARING ITEMS

Public Hearing Items require expanded public notification per provisions in State Law or directives of the Commission or Executive Officer.

- | | | |
|-------|--|---------|
| *9A. | (RO05-10; DF05-10) Conditionally Approved Reorganization of Structural Fire Protection and Emergency Medical Services in Unincorporated San Diego County – Phase I | Approve |
| *9B. | (LP08-20) Proposed Activation of Latent Powers for Structural Fire Protection and Emergency Medical Services within a Service Zone of County Service Area No. 135 (San Diego Regional Communications System) | Approve |
| *9C. | (SI[F]08-20) Adoption of a Service-Specific Sphere of Influence for the Latent Powers Zone within CSA No. 135 | Approve |
| *10A. | SA07-06 Proposed Sphere Amendment to the Rural Fire Protection District | Approve |
| *10B. | DA07-06 Proposed “Pilot Travel Center Annexation” to the Rural Fire Protection District | Approve |

JURISDICTIONAL INFORMATION ITEMS

Jurisdictional Information Items are placed on the agenda for information purposes only per provisions in State Law or Local Policy/Procedures. Consequently, no Commission action can be taken on these items. Affected agencies should note that certain proposals (annexations to districts initiated by property owners or registered voters, or detachments from cities) trigger a 60-day period in which the subject agency (district or city) may adopt a resolution terminating proceedings.

- | | | |
|-----|---|-------------|
| 11. | DA08-10 Proposed “Avocado Way-Potter Annexation” to the Vallecitos Water District (.93 acre) | Information |
| 12. | DA08-12 Proposed “Acacia Avenue - Haber Annexation” to the Spring Valley Sanitation District (.93 acre) | Information |

*** NOTE: These Public Hearing Items will be considered by the Commission concurrently.**

POLITICAL REFORM ACT AND LAFCO DISCLOSURE REQUIREMENTS

The Political Reform Act prohibits a person appointed to the Local Agency Formation Commission from soliciting or accepting campaign contributions of more than \$250 within the preceding 12 months from parties, participants, or their agents while a proceeding is pending before LAFCO and for three months following the decision. LAFCO commissioners who receive such contributions are required to disqualify themselves from participating in the proceedings. Both commissioners and contributors who are parties to the proceeding are required to disclose the contributions received or made.

In addition to the disclosure requirements discussed above, expenditures for political purposes related to a change of organization or reorganization proposal which has been submitted to the Commission, and contributions in support of or in opposition to such measures, shall be disclosed and reported to the same extent and subject to the same requirements as provided for local initiative measures presented to the electorate (Government Code Section 56700.1)

ACCESSIBILITY OF MEETINGS AND AGENDA MATERIALS

LAFCO agendas and documents included in the agenda packet are available in alternative formats, to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and California Government Code 54954.1. Writings that are public records as described in California Government Code Section 54957.5 (a), that are distributed during a LAFCO meeting are available following the meeting in alternative formats upon request by a person with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). Please notify the LAFCO office, in writing, at 1600 Pacific Highway, Room 452, San Diego, CA 92101, of your request. Any request for mailed copies of agendas or agenda packets are valid for the calendar year in which the request is filed, and must be renewed following January 1 of each year.

Individuals requiring sign language interpreters should contact the Americans with Disabilities Coordinator at (619) 531-5205, in advance of the meeting, to make arrangements. Assistive Listening Devices (ALDs) are available and may be obtained at the Clerk of the Board of Supervisors' Reception Desk located in Room 402 of the County Administration Center, or by calling the LAFCO office at 531-5400, in advance of the meeting, so that arrangements may be made. The ALD must be returned to the Clerk of the Board of Supervisors Reception Desk at the end of the meeting.

Materials related to an item on this Agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the LAFCO Office at 1600 Pacific Highway, Room 452, San Diego, CA 92101 during normal business hours. Such documents are also available on the San Diego LAFCO website at www.sdlafco.org subject to staff's ability to post the documents before the meeting.

LAFCO's agenda can be found by visiting our web site at www.sdlafco.org



Chairman

Andrew L. Vanderlaan
Public Member

October 6, 2008

10A

10B

Vice Chairman

Bill Horn
County Board of
Supervisors

TO: San Diego Local Agency Formation Commission

FROM: Executive Officer
Chief, Governmental Services

Members

Donna Frye
Councilmember
City of San Diego

SUBJECT: Continued Public Hearing: Continued from November 5, 2007
and December 3, 2007

Dianne Jacob
County Board of
Supervisors

Adoption of an Amendment to the Sphere of Influence for the
Rural Fire Protection District (SA07-06)

Andrew J. Menshek
Padre Dam
Municipal Water District

Proposed "Pilot Travel Center Annexation" to the Rural Fire
Protection District (DA07-06)

Carl Hilliard
Councilmember
City of Del Mar

Bud Pocklington
South Bay Irrigation District

Background & Description

Betty Rexford
Councilmember
City of Poway

The proposed project involves adoption of a sphere amendment and annexation to the Rural Fire Protection District (FPD) of two parcels totaling 14.29 acres. Originally presented to the Commission on November 5, 2007, the proposal was continued pending resolution of a number of fire protection and emergency medical services issues. At the time the proposal was scheduled for Commission consideration, a commercial travel center was under construction. Development plans approved by the County allow construction of a commercial travel center consisting of diesel and gasoline fueling stations, a restaurant and convenience store, a parking lot as well as public showers and laundry services for use by long-haul truckers.

Alternate Members

Mark Lewis
Mayor
City of El Cajon

Greg Cox
County Board of
Supervisors

John S. Ingalls
Santa Fe
Irrigation District

Harry Mathis
Public Member

Brian Maienschein
Councilmember
City of San Diego

Since the property is not within the boundary of any fire service purveyor, one requirement for final development plan approval was inclusion within a local agency that provides structural fire protection. However, despite this condition of final development plan approval, County staff approved the final development plan for the travel center even though the site had not been annexed to the Rural FPD. County staff cited the basis for project approval on a fire service contract between the property owner and the fire district. However, LAFCO staff has determined that the fire contract is invalid because it was not executed in compliance with State Law (Government Code Section 56133).

Executive Officer

Michael D. Ott

Counsel

William D. Smith

Located in the County's East Otay Mesa Specific Plan area, the annexation site already is in the Otay Water District and Otay Mesa Sewer Maintenance District for provision of water and wastewater services, respectively. The territory is not contiguous to the Rural Fire Protection District (FPD), but is contiguous to the City of San Diego and has been included in the City's General Plan. However, the property is not in either the City's or the District's sphere of influence. During LAFCO staff's initial evaluation of the project, several issues were identified.

Issues

- Proximity and Response

Located about ½ mile west of the annexation area is a City of San Diego Fire Station on Otay Mesa Road; response from that City station to the Pilot Travel Center would be approximately 2 minutes. Rural FPD stated that the property could be served from its station located on the Donovan State Prison site, which is around 2½ miles away, with a reported response time of 4-5 minutes. The Rural FPD's Fire Protection Plan acknowledged that response could not be guaranteed from that station because equipment and personnel might not be allowed to leave the prison grounds in the event of an on-site incident or lock-down – "Current response is not assured, as the engine company may not be allowed to leave the prison during any onsite incidents." (Source: *Fire Protection Plan; Pilot Travel Center, March 7, 2006*, page 18).

- Automatic Aid

Currently, Rural FPD does not have an automatic aid agreement with the City of San Diego. For nearly a year, the two jurisdictions have been discussing the merits of such an agreement, but progress has not been demonstrated to LAFCO staff. If this situation changes after the staff report is published, a verbal update will be provided at the October 6, 2008 LAFCO meeting. It should be noted that the District has not anticipated assistance from the City of San Diego, since page 18 of the previously cited Fire Protection Plan states, "The San Diego City Fire Department has an Engine Company at Station 43 at Brown Field, but response is questionable due to current lack of automatic aid agreements assuring response." Moreover, while there is an automatic aid agreement between Rural FPD and the City of Chula Vista, the response from Chula Vista's closest station is around 12-17 minutes.

- Rural FPD Resources

LAFCO staff requested clarification regarding the District's resources for providing service to the Pilot Travel Center site. To meet nationally recommended Standards of Fire Agency Response Coverage for emergency response, the responder to the travel center should be approximately 2.3 miles away. Both of Rural FPD's stations are well beyond that distance; thus, "These standards cannot be met currently in East Otay." (*Fire Protection Plan; Pilot Travel Center, March 7, 2006*, page 18).

However, Rural FPD appears to be adequately equipped to address potential hazardous waste incidents and combustible liquid accidents at the proposed annexation area. The District imposed specific requirements on the Pilot Travel Center blueprint so that features to control potential spills would be incorporated into the design. According to Rural FPD's letter of October 5, 2007, a County-wide Hazardous Materials team responds to any such incident, and Rural FPD can apply firefighting foam, if needed.

- **Other Resources**

On October 3, 2007, a new fire station opened at the George Bailey Detention Facility with a response time reportedly comparable to that from the Donovan station. Located on site are a Type 1 structural fire engine and an ambulance that can provide advanced life support assistance. With the opening of the new station, it appeared that Rural FPD had the capability to provide a sufficient level of service to the proposed travel center. Because the issues initially raised by LAFCO staff seemed to be resolved and specific questions answered, the annexation was scheduled for Commission approval at the November 2007 meeting.

Commission Concerns

At the November 5, 2007 meeting, Commissioners expressed concern regarding the following subjects: (1) annexation to the fire district of non-contiguous territory; (2) the need for sufficient, on-going funding for staff and equipment for Rural's newly opened fire station; (3) adequacy of the EIR Addendum; and (4) lack of an automatic aid agreement between the District and the City of San Diego. Thus, the proposal was continued until these matters could be resolved.

Proposed Solutions

To resolve the non-contiguity issue, the District attempted to gain consent of the adjacent property owners so that the entire area bounded by Rural FPD and the Cities of Chula Vista and San Diego could be annexed. The questions relative to funding were answered when information was provided verifying that there is a sufficient, on-going financial source for the District's new station. Rural FPD's attorney stated that, in her opinion, the EIR Addendum is sufficient and is prepared to defend that position. However, while the District has signed a **draft** automatic aid agreement crafted by the City of San Diego for fire service in the area, a City of San Diego representative has not signed a final agreement. Consequently, as of this writing, the agreement has not been executed. Absent a valid automatic aid agreement, the proposal was not previously rescheduled for Commission consideration.

Additional Concerns

LAFCO staff conducted a subsequent evaluation of the Pilot Travel Center site's relationship to the City's fire station and the George Bailey Detention Facility. It was determined that a significant portion of the road extending from the George Bailey Detention Facility to the Pilot Travel Center is a narrow, two-lane, steep, winding road with one segment having a 6% grade, whereas access from the City of San Diego fire

station to the site is from Otay Mesa Road, which is wide and straight, with no curves or hills. This further strengthens the conclusion that the City of San Diego would be the logical first responder to an incident at the Pilot Travel Center site. Moreover, it substantiates the reasoning that an automatic aid or contractual arrangement between the City and the District should be pursued.

Recently, LAFCO staff became aware that, in March 2007, Rural FPD illegally executed a contractual service agreement with the owner of the Pilot Travel Center property. The arrangement attempted to ensure that fire services would be available to the property and mitigate the circumstance that the area is not in the District; however, the contract is invalid. According to Government Code Section 56133, the provision of services by contract outside of an entity's boundary must first be authorized by LAFCO. Legislation enacted in 1994 requires that, with few exceptions, a contractual arrangement between property owners and a city or district must be sanctioned by LAFCO before it can be implemented – the Rural FPD contract was never submitted for Commission consideration.

Accordingly, the Pilot Travel Center should not have become operational until the annexation was completed because the property currently is not in the boundary of an entity that provides fire protection services. However, it has been documented that the Pilot Travel Center already has opened for business.

Conclusion

After the Commission voiced concerns relative to this proposal, Rural FPD approached the City in an effort to forge an automatic aid agreement between the two jurisdictions. Although dialogue has occurred between the two local agencies, no contract has been executed at this time. The Commission will receive an update on this matter at the October 6, 2008 LAFCO meeting whether progress has been made on the execution of an automatic aid agreement.

During the same time period and parallel to the Pilot Travel Center annexation, LAFCO staff has been completing its review of the establishment of a regional fire protection agency to extend services to all unserved areas in San Diego County. Much of this effort focused on unincorporated territory that is outside the boundary of any fire service provider like the area in which the Pilot Travel Center is located. The Board of Supervisors selected and approved the plan that included the authorization of latent powers for fire protection and emergency medical services for County Service Area No. 135 (San Diego Regional Communications) as proposed in Item 9 on today's agenda.

Because the Pilot Travel Center is located in an area not currently within an agency providing fire protection, the property falls into the category of territory that is eligible to be covered for fire protection services from CSA No. 135 once those latent powers are authorized. Thus, with the approval of Item 9, annexation of this area to the Rural FPD will not be necessary since services will be provided by CSA No. 135. Therefore, it is

RECOMMENDED: That your Commission

- (1) Find in accordance with the Executive Officer's determination, that pursuant to Section 15320 of the State CEQA Guidelines, the modification of the Pilot Travel Center annexation to Rural FPD and the Activation of Latent Powers for Structural Fire Protection and Emergency Medical Services Within a Service Area of County Service Area No. 135 (San Diego Regional Communications) are not subject to the environmental impact evaluation process because the proposal consists of a change in organization of government agencies which does not change the area in which previously existing powers are exercised; and
- (2) Modify the Pilot Travel Center annexation proposal contingent upon approval of Item 9 on this agenda, and include the proposed annexation area within the latent powers service area of County Service Area No. 135 for provision of fire protection and emergency medical services.

Respectfully submitted,



MICHAEL D. OTT
Executive Officer

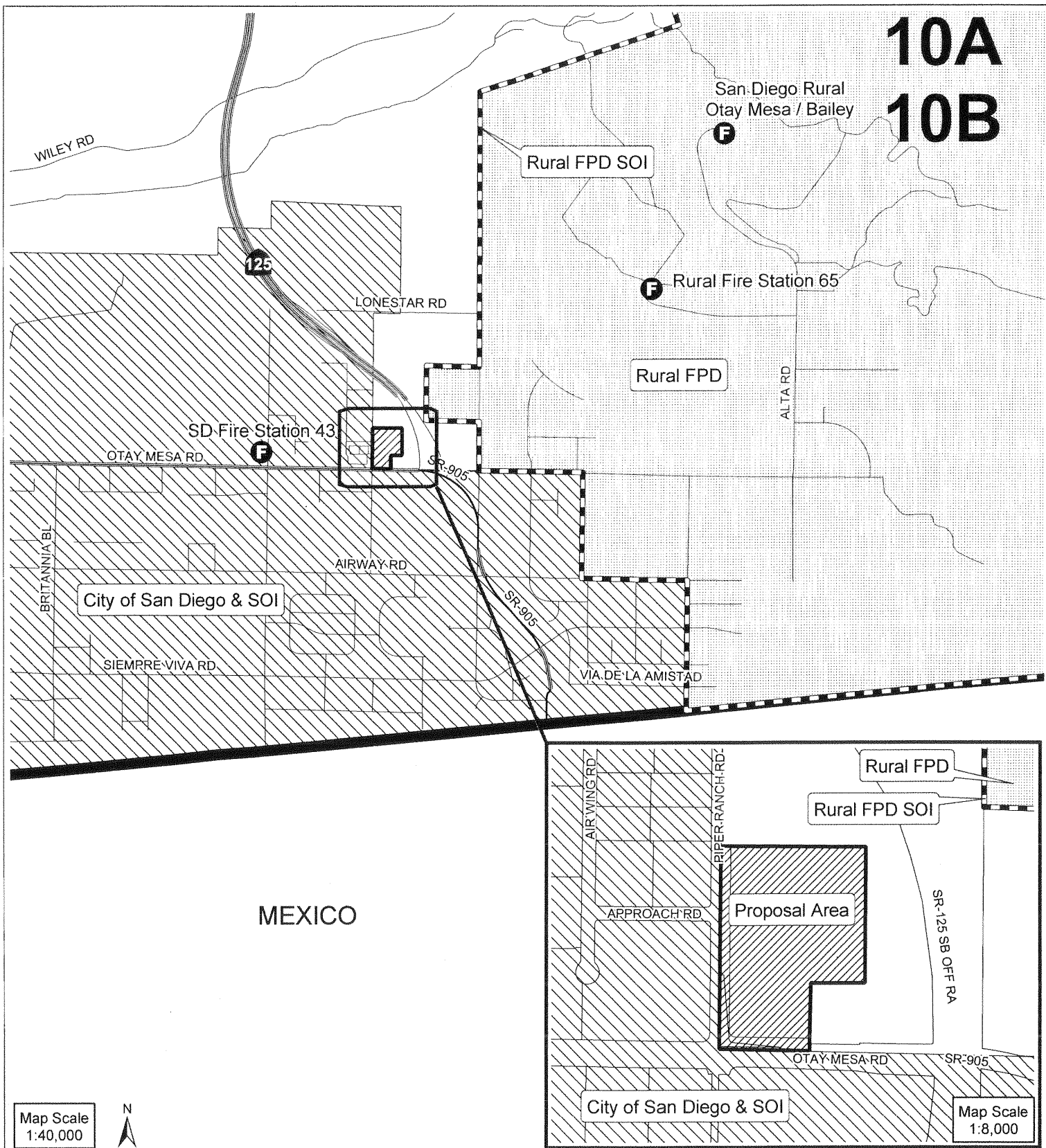


INGRID E. HANSEN
Chief, Governmental Services

MDO:IEH:ih

Attachments:

Vicinity Map
Previous Staff Reports



SA07-06

PROPOSED AMENDMENT TO THE SPHERE OF INFLUENCE FOR THE RURAL FPD

DA07-06

PROPOSED "PILOT TRAVEL CENTER ANNEXATION" TO THE RURAL FIRE PROTECTION DISTRICT

- Proposal Area
- Rural FPD
- Rural FPD SOI
- City of San Diego & SOI
- SOI = Sphere of Influence

SAN DIEGO **LAFCO**

SanGIS
We Have San Diego Covered!

This map is provided without warranty of any kind, either express or implied, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. Copyright SanGIS. All Rights Reserved. This product may contain information from the SANDAG Regional Information System which cannot be reproduced without the written permission of SANDAG. This product may contain information which has been reproduced with permission granted by Thomas Brothers Maps.

C:\GIS\projects\legend\map\2007\07-06.mxd 8/2/07
Master Agenda
Page 48 of 99

**SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
OCTOBER 6, 2008**

AGENDA ITEM NOs. 9A & 9B

**STATUS OF THE
PROPOSED "PILOT TRAVEL CENTER ANNEXATION"
TO THE RURAL FIRE PROTECTION DISTRICT
(DA07-06; SA07-06)**

PREVIOUS STAFF REPORTS

**AUGUST 4, 2008
DECEMBER 3, 2007
NOVEMBER 5, 2007**



Chairman

Andrew L. Vanderlaan
Public Member

August 4, 2008

Vice Chairman

Bill Horn
County Board of
Supervisors

TO: Local Agency Formation Commission

FROM: Executive Officer
Chief, Governmental Services

Members

Donna Frye
Councilmember
City of San Diego

SUBJECT: Status of the proposed "Pilot Travel Center Annexation" to
the Rural Fire Protection District (Ref. Nos.: SA07-06;
DA07-06)

Dianne Jacob
County Board of
Supervisors

Background

Andrew J. Menshek
Padre Dam
Municipal Water District

The Pilot Travel Center proposal involves a sphere of influence amendment and annexation of 14.29 acres to obtain fire protection services from the Rural Fire Protection District (FPD). While located in unincorporated San Diego County, the annexation area is adjacent to the corporate boundary of the City of San Diego. The property is the subject of development plans for the construction of a commercial travel center consisting of gasoline and diesel fueling stations, a restaurant and convenience store, as well as public showers and laundry services. Final approval for the travel center site plan is contingent on inclusion within an agency that provides structural fire protection.

Carl Hilliard
Councilmember
City of Del Mar

Bud Pocklington
South Bay Irrigation District

Betty Rexford
Councilmember
City of Poway

Alternate Members

Mark Lewis
Mayor
City of El Cajon

Greg Cox
County Board of
Supervisors

John S. Ingalls
Santa Fe
Irrigation District

Harry Mathis
Public Member

Brian Maienschein
Councilmember
City of San Diego

In December 2007, the Commission voted to continue the proposal to allow the applicant time to address specific issues raised during deliberations. Most notably, the Commissioners were concerned about: (1) ensuring that a newly opened district fire station has sufficient, on-going funding for staff and equipment to adequately provide service to the site; (2) the annexation area's non-contiguity with the fire district boundary; and (3) the lack of an automatic aid agreement between the District and the City of San Diego.

Current Status

Executive Officer

Michael D. Ott

Information has been provided to LAFCO staff verifying a sufficient, on-going financial source for the District's new station. To resolve the non-contiguity issue, the District is attempting to gain consent of the adjacent property owners so that all of area bounded by Rural FPD and the Cities of Chula Vista and San Diego can be annexed.

Counsel

William D. Smith

In addition, Rural FPD's attorney and the City of San Diego are in negotiations, but have not yet executed an automatic aid agreement pertaining to fire service for the area. The proposal remains on hold pending final resolution of the Commission's concerns.

This item is for your information only and requires no action by the Commission.

A handwritten signature in black ink, appearing to read "M. Ott", with a horizontal line extending from the end.

MICHAEL D. OTT
Executive Officer

A handwritten signature in black ink, appearing to read "Ingrid E. Hansen", in a cursive style.

INGRID E. HANSEN
Chief, Governmental Services

MDO:IEH:tjc

Attachment: Vicinity Map

PUBLIC HEARING ITEM

**LOCAL AGENCY FORMATION COMMISSION
EXECUTIVE OFFICER'S REPORT**

FOR MEETING OF: DECEMBER 3, 2007
(Continued from November 5, 2007)

Proposals

Adoption of a Minor Amendment to the Sphere of Influence for the Rural Fire Protection District
(SA07-06)

"Pilot Travel Center Annexation" to the Rural Fire Protection District
(DA07-06)

Proponent

District, by resolution

Background

Last month, the Commission voted to continue these items until the next meeting to enable the applicant to respond to the following issues: (1) non-contiguity with the fire district boundary; (2) adequacy of the EIR Addendum; (3) lack of an automatic aid agreement with the City of San Diego; and (4) verification that the newly opened station has sufficient, on-going funding for staff and equipment. The minutes for the November 5, 2007 meeting should be reviewed for further details regarding specific information the proponent must supply to the Commission. Because the applicant was unable to provide the requisite information before the December agenda was printed, it is recommended that these agenda items be continued to 2008.

Project Description Summary

The proposed project involves an annexation to obtain fire protection services for two vacant parcels totaling 14.29 acres. The property is in unincorporated San Diego County, but is contiguous to the City of San Diego. One parcel, consisting of 13.7 acres, is the subject of development plans for the construction of a commercial travel center consisting of fueling stations, a restaurant and convenience store, as well as public showers and laundry services. Final approval for the travel center site is contingent on inclusion within an agency that provides structural fire protection.

The City of San Diego's Fire Station #43 is located approximately ½ mile west of the project site, with a reported response time of approximately 2 minutes. Rural FPD's recently opened fire station located at the George Bailey Detention Facility is roughly 2½ miles from the subject property with a response time of 4 – 5 minutes. Even though Rural

has an automatic aid agreement with Chula Vista, response time from their closest station is about 12 – 17 minutes. Rural does not have an automatic aid agreement with the City of San Diego at this time.

Executive Officer Recommendation

Continue these items until 2008.

Attachment

November 5, 2007 LAFCO Report

MDO:IEH:

PUBLIC HEARING ITEM

LOCAL AGENCY FORMATION COMMISSION
EXECUTIVE OFFICER'S REPORT

FOR MEETING OF: NOVEMBER 5, 2007

Proposals

Adoption of a Minor Amendment to the Sphere of Influence for the Rural Fire Protection District
(SA07-06)

"Pilot Travel Center Annexation" to the Rural Fire Protection District
(DA07-06)

Proponent

District, by resolution

Description/Justification

Proposed is an annexation to obtain fire protection services for two vacant parcels totaling 14.29 acres. One parcel, consisting of 13.7 acres, is the subject of development plans for the construction of a commercial travel center while the other is an adjacent .59-acre roadway parcel added to the proposal at the recommendation of the County Assessor's Office. Final approval for Site Plan S05-021 is contingent on inclusion within an agency that provides structural fire protection. Development plans include both gasoline and diesel fueling stations, a restaurant and convenience store, as well as public showers and laundry services. The subject territory is surrounded by vacant land, but is in the Otay Water District and the County's East Otay Mesa Sewer Maintenance District for water and sewer services, respectively.

Currently, the property is not in any fire protection agency and is not contiguous to the Rural Fire Protection District (FPD) boundary. In accordance with the California Health & Safety Code, non-contiguous annexations to fire agencies are allowed. Since the site also is outside the Rural FPD's adopted sphere of influence, a minor sphere amendment must be adopted in conjunction with annexation.

While located in the County's East Otay Mesa Specific Plan area, the property's western and southern borders are contiguous to the City of San Diego's corporate boundary; however, the territory is not in the City's sphere of influence. Although no rezoning designation has been adopted, this land was included in the City's General Plan with a designation of "Future Annexation Area." The travel center is designed for ingress and egress from two driveways located on Piper Ranch Road, which is in the City of San Diego. In addition, a fully-staffed City of San Diego fire station (Fire Station #43) is located at Brown Field approximately ½ mile west of the project site, with a reported response time of approximately 2 minutes. Rural FPD's Donovan State Prison fire station is roughly 2½

miles from the subject property with a response time of 4 – 5 minutes. Rural FPD has an automatic aid agreement with the City of Chula Vista, but not with the City of San Diego. Response time from the closest City of Chula Vista station is about 12 – 17 minutes.

Due to the proximity of the City of San Diego's fire station, LAFCO staff needed to evaluate whether annexation to the Rural FPD would be the most efficient method of service provision. Also, when initially submitted, the project proposed that response would come from Rural FPD's station located at Donovan State Prison. It is important to note that the District's Fire Protection Plan (FPP) acknowledged that response could not be assured because equipment and personnel might not be allowed to leave the prison grounds in the event of an on-site incident or lock-down. With the FPP stating that a new station would soon open in the area, LAFCO staff questioned whether the annexation should be delayed to ensure reliable response to fire events and emergency situations from the new facility. Staff also required clarification regarding the District's ability to respond to emergency medical calls, and to deal with potential hazardous waste incidents and combustible liquid accidents.

In the meantime, on October 3, 2007, the new station opened at the George Bailey Detention Facility with a response time to the annexation area comparable to that from the Donovan State Prison station. Located on site are a Type 1 structural fire engine and an ambulance that can provide advanced life support assistance. Information also was submitted explaining how Rural FPD could adequately address hazardous waste events and provide a sufficient level of service to the proposed travel center. The issues initially raised by LAFCO staff appear to be resolved and specific questions were answered; therefore, the annexation proposal is now considered complete. For reference, copies of both LAFCO's request for information letter and the District's response letter are attached.

The Board of Supervisors has negotiated a Property Tax Transfer Agreement that will govern the property tax transfer associated with this annexation.

General Plan/Zoning

County General Plan / East Otay Mesa Specific Plan: SPA 21
County zoning: S 88 (Specific Plan)

City of San Diego General Plan: Future Annexation Area

Location

North of Otay Mesa Road, east of Piper Ranch Road, south of Lone Star Road, and west of State Route 125 (Thos. Bros. Pg. 1351/H1).

Executive Officer Recommendation

- (1) Adopt, pursuant to Section 15096(h) of the State CEQA Guidelines, the Statement of Overriding Considerations previously adopted by the County of San Diego as lead agency included in Exhibit A; and
- (2) Certify, pursuant to Section 15091 of the State CEQA Guidelines, that the Commission has reviewed and considered the EIR Addendums related to this project; the EIR is on file in the LAFCO Office. The mitigation measures included in the resolution of approval of the County of San Diego for the impacts identified in the EIR have been adopted by the Board of Supervisors, and the mitigation is within the jurisdiction of County because the affected resources and services are within the unincorporated area; and
- (3) Amend the sphere of influence for the Rural Fire Protection District to include the territory as shown on the attached map, and adopt the written Statement of Determinations as proposed in Exhibit B; and
- (4) Adopt the form of resolution approving the sphere amendment and annexation for the reasons set forth in the Executive Officer's Report, waiving the Conducting Authority proceedings according to Government Code Section 56663(c), and ordering the annexation.

Attachments

Vicinity Map

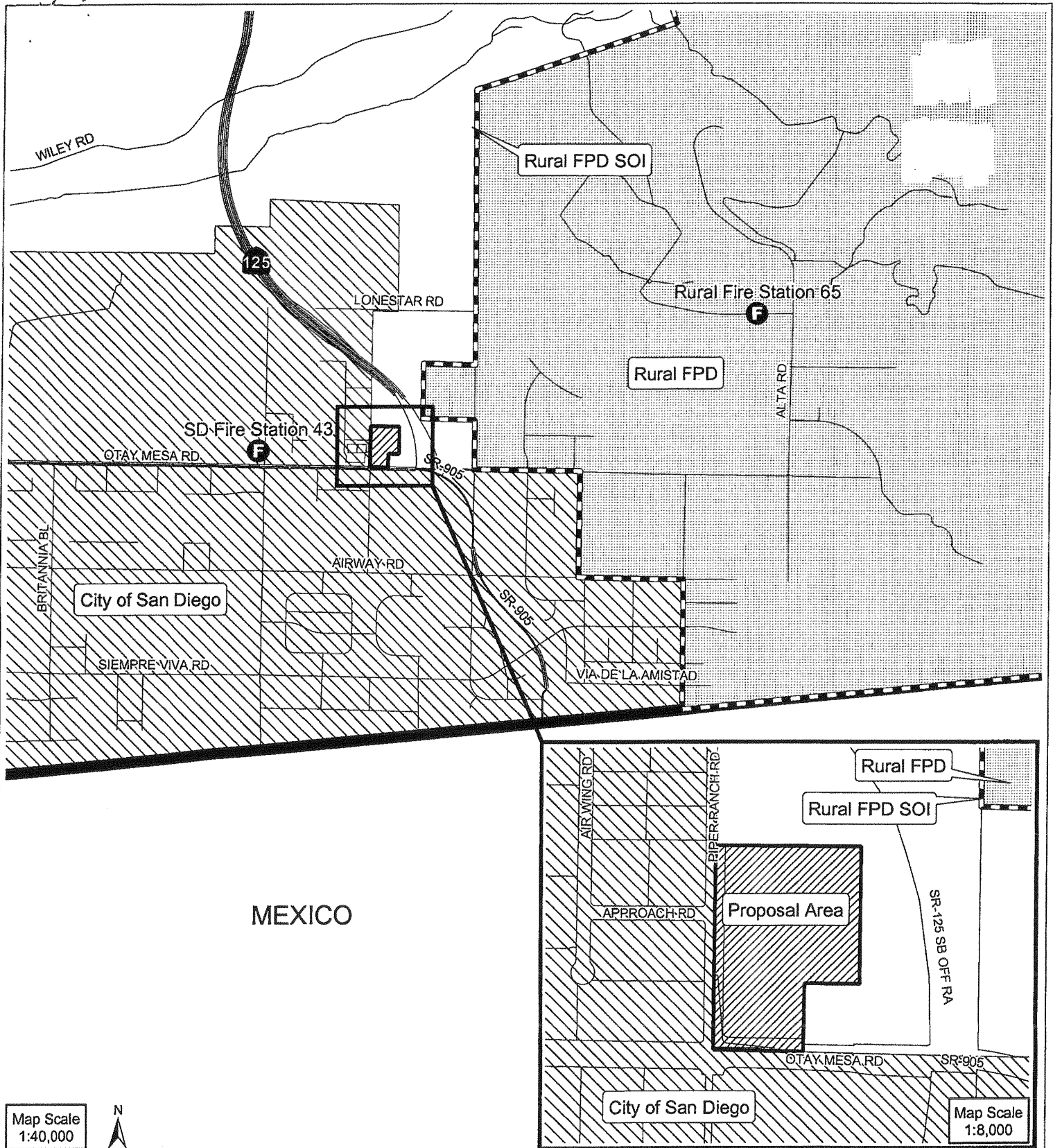
Exhibit A: EIR Addendums and Statement of Overriding Considerations

Exhibit B: Statement of Determinations

LAFCO Letter of September 12, 2007

District Response Letter of October 5, 2007

MDO:IEH:tjc



SA07-06

PROPOSED AMENDMENT TO THE SPHERE OF INFLUENCE FOR THE RURAL FPD

DA07-06

PROPOSED "PILOT TRAVEL CENTER ANNEXATION" TO THE RURAL FIRE PROTECTION DISTRICT

- Proposal Area
 - Rural FPD
 - Rural FPD SOI
 - City of San Diego
- SOI = Sphere of Influence

SAN DIEGO **LAFCO**

SanGIS
We Have San Diego Covered

This map is provided without warranty of any kind, either express or implied, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. Copyright SanGIS. All Rights Reserved. This product may contain information from the SANDAG Regional Information System which cannot be reproduced without the written permission of SANDAG. This product may contain information which has been reproduced with permission granted by Thomas Brothers Maps.

C:\GIS\projects\legend\map22070706.mxd 8/2/07

Master Agenda
Page 57 of 99

RECOMMENDED STATEMENT OF DETERMINATIONS
PROPOSED MINOR AMENDMENT
TO THE SPHERE OF INFLUENCE FOR THE
RURAL FIRE PROTECTION DISTRICT

"Pilot Travel Center Annexation"

The following statement of determinations is prepared pursuant to Section 56425 of the Government Code for designation of the area shown on the attached map as a minor amendment to the sphere of influence for the Rural Fire Protection District (FPD). A written statement from the affected District specifying the functions or classes of services provided was approved on August 6, 2007.

- (1) The present and planned land uses in the area, including agricultural and open space lands.

The sphere amendment and annexation will allow provision of fire service to a 14.29-acre site that is proposed for development with a travel center consisting of fueling stations, a restaurant, store, and laundry and shower facilities. Currently, the subject property and surrounding territory are vacant. While implementation of the project involves construction on vacant land, the proposed development is consistent with the East Otay Mesa Community Plan designation SPA (Specific Plan Area) 21 and County zoning S 88 (Specific Plan).

- (2) The present and probable need for public facilities and services in the area.

Adoption of the minor sphere amendment and annexation to the District will allow provision of fire service to the site, which currently is vacant. Located in the East Otay Mesa Specific Plan area, the property will be developed with a travel center; surrounding unincorporated territory is planned for light industrial and technology/business uses. The annexation area already is in the Otay Water District and East Otay Mesa Sewer Maintenance District for provision of water and sewer services, respectively.

- (3) The present capacity of public facilities and adequacy of public services which the agency provides or is authorized to provide.

The District has a fire station with associated ambulance transport located approximately 2½ miles from the property, and has the ability to serve the site subsequent to annexation. In addition, the Rural FPD has the capability to extend service to additional territory in the future, if necessary.

- (4) The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

Social and economic communities of interest are not relevant in considering this minor sphere amendment.

**SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
NOVEMBER 5, 2007**

LAFCO Letter of September 12, 2007



1600 Pacific Highway • Room 452 • San Diego, CA 92101
(619) 531-5400 • FAX (619) 557-4190

San Diego Local Agency Formation Commission

Website: www.sdlafco.org

Chairman

September 12, 2007

Andrew L. Vanderlaan
Public Member

Vice Chairman

Bill Horn
County Board of
Supervisors

William Mulligan, Vice President of Development
Pilot Travel Centers LLC
5508 Lonas Road
P.O. Box 10146
Knoxville, Tennessee 37939

Members

Toni Atkins
Councilmember
City of San Diego

SUBJECT: Request for Additional Information: Proposed "Pilot Travel Center Annexation" to the San Diego Rural Fire Protection District (FPD) (Ref. Nos.: DA07-06; SA07-06)

Dianne Jacob
County Board of
Supervisors

Dear Mr. Mulligan:

Andrew J. Menshek
Padre Dam
Municipal Water District

Thank you for responding to questions posed in LAFCO's letter related to the project mentioned above. The proposed facility is slated to operate 24 hours a day, seven days a week and offer 210 parking spaces; gasoline pumps, diesel-fueling islands, and underground gasoline storage tanks; a large, multi-purpose building consisting of a store, restaurant, showers, and laundry; as well as amenities for long-range truck drivers, including a recreational area.

Carl Hilliard
Mayor
City of Del Mar

Bud Pocklington
South Bay Irrigation District

Public safety is a top priority for LAFCO. The proposal requires a careful and thorough evaluation since large quantities of highly flammable, explosive fuels will be stored on-site. After reviewing the response letter, it has been determined that more information is necessary to conduct a complete analysis of this project. With the responsibility for fire protection and emergency medical service provision geographically spread among numerous agencies having disparate service levels, specific data is a critical component in the review of annexation to a fire agency. Therefore, please address the following concerns:

Betty Rexford
Councilmember
City of Poway

Alternate Members

Mark Lewis
Mayor
City of El Cajon

Greg Cox
County Board of
Supervisors

John S. Ingalls
Santa Fe
Irrigation District

Harry Mathis
Public Member

Kevin Faulconer
City of San Diego
Representative

Executive Officer

Michael D. Ott

Counsel

William D. Smith

- LAFCO's previous letter specifically requested information related to response times for priority and non-priority calls to the site from the *City of San Diego Fire Station #43*. Since the response letter failed to provide an answer, LAFCO staff conducted independent research and discovered that if the property was in the City and dispatched through San Diego Fire, the response time would be 2.1 minutes. It should be noted that Rural FPD verified that the response time from its station is 5 minutes. Please explain the justification for the request to annex to the fire district when the City of San Diego offers a significantly faster response time to the site.

- To meet nationally recommended Standards of Fire Agency Response Coverage for emergency response, the fire responder to the travel center should be no more than 2.3 miles away. The City of San Diego Fire Station #43 is about ½ mile away while the closest Rural FPD Engine Company is located at the Donovan State Prison approximately three miles from the site. Since there is no automatic aid agreement between the City of San Diego and Rural FPD, our previous letter asked whether Rural FPD would depend upon the City of San Diego for response to the site from Station #43. While the response letter did not address our question, it appears that the District does not anticipate assistance from the City since page 18 of the Fire Protection Plan: Pilot Travel Center states, "The San Diego City Fire Department has an Engine Company at Station 43 at Brown Field, but response is questionable due to current lack of automatic aid agreements assuring response." The plan also recognizes that the national standards cannot be met in East Otay at this time.

This represents a service issue because the document also acknowledges that response from the closest Rural FPD Engine Company also is not assured based on its location at the Donovan State Prison – equipment and personnel may not be allowed to leave the prison grounds in the event of an on-site incident. With no guarantee that Rural FPD can always respond to emergencies, the role of second responder becomes even more critical.

Absent an automatic aid agreement with the City of San Diego, the next closest responder to the proposed travel center if Rural FPD personnel are unavailable would be the City of Chula Vista fire station with a response time of 17± minutes. Thus, an emergency situation may leave the travel facility vulnerable to delayed response that poses a significant risk to human life and safety.

To address this concern an option worthy of exploration would be a contractual service agreement between Rural FPD and the City of San Diego. As opposed to automatic aid, this type of arrangement would involve a payment to the City in exchange for responding to emergencies at the travel center. The agreement could be structured to be temporary so that the contract could be terminated once a facility that meets the National Fire Protection Association Standards is constructed in the area.

- Since the Rural FPD provides only Basic Life Support as opposed to Advanced Life Support, please assess the District's ability to furnish emergency medical services, including what equipment is available and the medical training and expertise of personnel assigned to the fire station.
- According to the response letter, Rural FPD and Cal Fire have the same ability as the City of Chula Vista to address hazardous waste incidents and combustible liquid accidents. Please list and explain those capabilities.

- The response letter also states that a new fire facility is scheduled to open in August 2008 with a response time of less than 5 minutes. What are the expected response times for priority and non-priority calls since it appears that the proposed station is not much closer to the travel center site than the existing fire company at Donovan Prison?
- Clarification is necessary for a statement related to the transfer of an engine to a new facility. Our letter asked, "... where is the engine to be deployed (to Rural's existing fire station on Alta Road or the new station)?" The response was "It will be moved to the existing station when the new station opens." Please verify if this statement is correct.

It is our understanding that the temporary repositioning of a Cal Fire Type 3 Engine to a new facility does not assure response to the travel center because it is a State resource not dedicated for local needs. In addition, even if available, a Type 3 Engine – or "brush unit" – lacks the pump capacity and firefighting equipment necessary to suppress a structural fire.

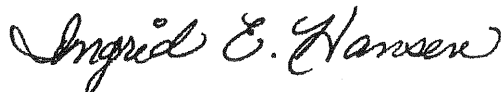
- To ensure as safe an environment as possible on the site, the Fire Protection Plan specifically outlines requirements for defensible space. Without a site map clearly specifying where the gas station and building will be located, we cannot discern whether the defensible space requirement can be accommodated on the property itself or extends onto adjacent territory. If the defensible space is beyond the boundary of the project area, it may be under the jurisdiction of the City of San Diego rather than the County, thus making the requirement unenforceable.
- Currently, this land is not in an agency that provides fire protection or emergency medical services. It is our understanding that a Mello-Roos District is proposed to be established as a funding mechanism to support the District's assumption of responsibility for this property. Will those funds be restricted to initial capital costs (facilities, equipment, etc.) or will money be encumbered to provide financial assistance for on-going operations? In addition, it is important to know if the proposed Mello-Roos will be long-term or have a specified sunset date. If there is a specific life span, when will the Mello-Roos expire?
- Based on information contained in the Fire Protection Plan, at this time, it appears that construction of the travel center may be premature. There is no assurance that adequate and timely fire and emergency medical services can be provided since response from the fire company housed at Donovan Prison is problematic – apparatus and personnel could be precluded from leaving the grounds in the case of a lock down. Although located closer than the Rural FPD station, San Diego City Fire Station #43 is not obligated to respond because there is no automatic aid agreement between the two agencies. While speculating that, in the near future, there *may* be a temporary fire station

William Mulligan
Page 4
September 12, 2007

available for response to these properties, the Fire Protection Plan concedes that, "A future fire station is planned for the East Otay Mesa Specific Plan area, but the timing for construction and operation is not known." Please provide the rationale for proceeding with annexation in advance of formalizing plans to build a fire station.

Your response to the issues and questions contained in this letter are needed to complete our analysis of the Pilot Travel Center annexation. Should you have any questions, or if LAFCO may be of any further assistance, please contact me at (619) 531-5400.

Sincerely,



INGRID E. HANSEN
Chief, Governmental Services

IEH:tl

cc: Dave Nissen, Fire Marshall, San Diego Rural FPD
Cynthia L. Eldred, Esq.
Pam O'Neil, Chief of Staff, Supervisor Cox
Jeff Murphy, Acting Deputy Director, Department of Planning & Land Use

**SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
NOVEMBER 5, 2007**

District Response Letter of October 5, 2007

October 5, 2007

VIA ELECTRONIC AND US MAIL

RECEIVED

OCT 10 2007

SAN DIEGO LAFCO

San Diego LAFCO
Attn: Ingrid Hansen
1600 Pacific Highway, Room 452
San Diego, CA 92101

Re: Proposed Annexation of Pilot Travel site into San Diego Rural Fire District
(FPD) (DA07-06; SA07-06)

Dear Ms. Hansen:

As you are aware, this office represents San Diego Rural Fire District ("District") with respect to the proposed annexation of the Pilot Travel site into the District. We are in receipt of correspondence you sent to Mr. William Mulligan at Pilot Travel dated September 12, 2007 ("Letter"). This correspondence will address some of the issues raised in your letter that the District is better qualified to explain. We believe that this reply will address the last of LAFCO's concerns and will allow this proposed annexation to be placed on LAFCO's November 5, 2007 agenda for consideration.

Pilot Travel Facility Features

In general, an overall description of the Pilot Travel facility from the District's perspective should clarify the project and respond to the fire and safety issues brought up in the Letter. Pilot Travel Center is essentially a service station much like service stations located throughout the County (and the country). Trucks will pull up to a gas station pump and the driver will pump gas or diesel into the truck's tank just like one puts gas in a private car. There will be no explosive fuels on site. There is gasoline and diesel, just like at regular service stations. Just as we do not pump explosive fuels into the gas tanks of our cars, truck drivers only put gas and diesel into the tank of their trucks. Cargo trucks will be in the area but will be of the nature of any cargo truck in an industrial area.

As in your neighborhood gas station, the gasoline tanks are located underground. There will be other above ground listed tanks which are of the type that are protected. For safety purposes, there will be more than sufficient space between the gas pumps and the buildings on site. Unlike what may be common at some neighborhood gas stations, at Pilot Travel there will be qualified and trained attendants on duty at all times. These are not mere employees trained to take money from gas station customers; they are trained to respond promptly and properly in response to emergency situations which may arise.

The required and built-in protections for this facility most likely far exceed that for other facilities in the County. The protections include, but are not limited to: an automatic fire sprinkler system in all buildings; on-site fire hydrants; numerous portable fire extinguishers (which attendants are trained to use); tanks and associated equipment meeting not only the Fire Code but County Building Codes with posted listings where required; automatic and manual emergency shutdown devices which will be activated automatically or manually by trained attendants in response to a fuel spill; and built-in Fire Code compliant spill control system to contain any such fuel spill.

Fire Protection Plan

The San Diego Rural Fire District's Fire Chief and the San Diego County Fire Marshal reviewed and approved Pilot Travel's Fire Protection Plan. In the opinion of the Fire Chief and Fire Marshal, the Fire Protection Plan includes more than sufficient mitigation that reduce the on-site risks to not only a reasonable level but to a level that the San Diego Rural Fire District's Otay Mesa Engine companies can unquestionably handle.

Response Time

The Fire Protection Plan referenced above was prepared in March 2007 and does not reflect new, updated information. As of March 2007 the fire station located at Donovan State Prison was the only fire station in the East Otay Mesa area. That situation has changed. The District has opened a new fire station located at the George Bailey Detention Facility ("Bailey").

There is now a permanent, fully staffed three person engine company at Bailey on duty around the clock, with a Basic Level Support of EMS service. The station will contain a Type I structural fire engine. In addition, an AMR Advanced Life Support ("ALS") ambulance located at Bailey will be available for response to the Pilot Travel facility. Therefore, ALS level of response will be provided in the East Otay area. The new facility will augment those services currently provided by the fire station at Donovan State Prison. This new fire facility addresses many of the comments in the Letter. Thus, many of the issues raised in the Letter are no longer relevant since they were premised on the March 2007 Fire Protection Plan that did not include the Bailey station.

The District trusts that LAFCO will not be surprised to learn that competent, qualified personnel respond to emergencies not only in the District but throughout the County of San Diego. That fact will remain the same for the Bailey station.

Engine at Bailey Station

The District will not transfer equipment from the Donovan State Prison location to the new facility. The new facility will be provided with equipment that does not require moving equipment from any other stations within the District.

Facility Funding

It is to be noted that as a condition of annexation the developer shall be required to participate in CFD 04-1 which will be used for both capital improvements and ongoing operational costs with a sunset clause of 999 years. Thus the new station alone and as presently planned to be equipped will not be solely relied upon in the future since there will be a source of funding available to continually upgrade and improve fire safety and emergency service.

LAFCO Recommended Standards of Response

The Letter fails to note that the recommended standards of response referred to in the Letter are recommendations only. They are not legal requirements. The standards have a quality factor of 90%. In other words, the referenced standards recommend a certain level of response to 90% of all incidents in a community. Therefore, 10% of all calls can and typically do exceed the recommended standard response time. Most Fire Agencies, including the City of San Diego's, cannot fully comply with the recommendations in all cases (hence the 90% factor). Furthermore, the recommended standard is based on a fire engine response speed of 35 miles an hour. Unlike areas within city boundaries, in the East Otay area, speeds can be much higher due to the good and relatively uncongested road system. The speed of a responding engine can typically be within the 45-50 mile per hour range.

Also overlooked in the Letter is the fact that the cited response standards are premised on response times to a fire in a structure that does not have fire sprinklers. The recommendations therefore reflect an attempt to set standards for a fire engine's arrival prior to full involvement of a structure due to a lack of sprinklers. Again all of the structures at Pilot Travel will have fire sprinklers to mitigate this problem.

Actual Response Times

The actual response time of 5 minutes to Pilot Travel based on increased service provided by the Bailey Station is consistent with the County of San Diego's General Plan for Fire Protection and in substantial conformance with national standards. The actual response time is within the legal limits for time to response rendering the suggestion that District contract with the City of San Diego as redundant with respect to coverage for Pilot Travel.

Nonetheless, the District has already been discussing a possible automatic aid agreement with the City of San Diego which may prove to be of greater benefit to the City of San Diego than to the District. There is no doubt that the City of San Diego Fire Department is extremely busy responding to calls within its jurisdiction yet the Letter suggests that an automatic aid agreement is the solution to all of the perceived fire and safety issues. The Letter fails to note that the City of San Diego Fire Department cannot always be relied upon to respond to East Otay Mesa calls. The District as described above and as shown by its responses over time to its calls has the ability and experience to continue to respond to calls within its jurisdiction.

Hazardous Waste

The District, which is staffed by CALFIRE, has the same capabilities as the City of Chula Vista's Fire Department for initial response to a combustible liquid incident or hazardous waste incident. Any major incident results in a response by the County-wide Hazardous Materials team. With the required spill control and impermeable surfaces at the Pilot Travel Center, no major hazardous materials incident is anticipated. However, any spills at the site will be contained by the built-in spill control or by portable booms until the spill can be completely cleaned up by a spill clean-up contractor. If needed, firefighting foam can be applied to a spill by the District's fire companies.

Cal Fire Type III Engine

The repositioning of the Cal Fire Type III engine is to augment the response of structural fire apparatus and has the ability to do so. The County of San Diego's Amador contract is evidence that it is not only the District that successfully relies upon Cal Fire for structural fire fighting incidents.

Defensible Space Requirement

The fuel reduction zone for Pilot Travel is on the project site. After construction on this site, all flammable vegetation will be removed and replaced by buildings and pavement. In addition, the site surrounding it will soon be built up and all flammable vegetation will be removed from that site as well.

Community Safety Issues

Although one may conclude after reading the Letter that there can be no greater safety problem from that posed by Pilot Travel, LAFCO may be surprised to learn that two-story homes present a far greater risk than a gas station. Attached to the end of this correspondence you will find a summary of comparative data from the National Fire Protection Association (NFPA). Perhaps a review of the data will assuage the concerns voiced by LAFCO. It is obvious by this dramatic comparison that Fire Agencies and LAFCO should focus their energy and time on mitigating home fires rather than service station fires. Industrial and commercial facilities traditionally have far less fire losses and fire deaths than single family dwellings due to built in fire suppression equipment, fire protection safeguards, and the number of occupants. This is particularly true with respect to the Pilot Travel Center.

Areas of Expertise

The Pilot Travel Center will be typical of the type of truck service station located throughout the State. If one reads the Letter with no knowledge of the Project, one could logically leap to the conclusion that the Pilot Travel Center will be a dangerous, uncontrolled and uncontrollable facility. That simply is not true and is certainly not true from a fire protection perspective.

With all due respect to LAFCO, the District Fire Chief and the San Diego County Fire Marshal are eminently qualified and have the expertise to assess safety and fire issues with respect to the Travel Center. Fire safety is a fire agency's purview. There is no reason to believe that any Fire Agency would ever approve a project that would imperil the health and safety of the community that the Agency serves. Fire safety is the key focus of fire agencies and in this case, the relevant fire agencies are appropriately addressing fire risks. Where the District would never presume to instruct LAFCO as to annexation process details, one would hope that LAFCO in turn will respect and acknowledge the fire officials' fire expertise.

Conclusion

We believe that this correspondence responds to all of the concerns set forth in the Letter. We hereby request that this annexation be placed on LAFCO's November 5, 2007 agenda. We submitted the completed application, application fee and all supporting documents to LAFCO on April 23, 2007, more than five months ago and have since replied promptly and completely to additional requests for information. Please let us know immediately if you see any further impediments to placing this annexation application on the agenda.

Very truly yours,



Cynthia L. Eldred, Esq.

THE LAW OFFICE OF CYNTHIA L. ELDRED

Cc: San Diego Rural Fire District
Cal Fire Battalion Chief David Nissen
Glenn S. Russell, Interim Deputy Director,
County of San Diego Department of Planning and Land Use
Jeffrey K. Murphy, Interim Deputy Director,
County of San Diego Department of Planning and Land Use
Michael De La Rosa, Policy Advisor to Supervisor Greg Cox
Adam Wilson, Land Use Advisor to Supervisor Dianne Jacob
Mr. William Mulligan, Pilot Travel Center
Ms. Megan Jones, Environmental Analyst, County of San Diego

FIRE DATA SUMMARY

Category	Service Station data; annual: 2000-2005	Home fires; annual: 2005	Percent of service station fires compared to home fires
Number of fires:	640 (mostly vehicle fires)	381,000	0.16%
Number of deaths:	1	3030. 92% of civilian structure fire deaths are in homes	0.03%
Number of injuries:	19	13,300	0.1%
Annual fire loss:	\$11.7 million	\$6.7 Billion (1000 million)	1.17%



Chairman

Andrew L. Vanderlaan
Public Member

October 6, 2008

9A

9B

Vice Chairman

Bill Horn
County Board of
Supervisors

TO: Local Agency Formation Commission

FROM: Executive Officer
Chief, Policy Research

9C

Members

Donna Frye
Councilmember
City of San Diego

SUBJECT: Conditionally Approved Reorganization of Structural Fire Protection and Emergency Medical Services in Unincorporated San Diego County—Phase I (R005-10; DF05-10); and

Dianne Jacob
County Board of
Supervisors

Proposed Activation of Latent Powers for Structural Fire Protection and Emergency Medical Services within a Service Zone of County Service Area No. 135 (San Diego Regional Communications) (LP08-20); and

Andrew J. Menshek
Padre Dam
Municipal Water District

Adoption of a Service-Specific Sphere of Influence for the Latent Powers Zone within CSA No. 135 [SI(F) 08-20].

Carl Hilliard
Councilmember
City of Del Mar

Bud Pocklington
South Bay Irrigation District

EXECUTIVE SUMMARY

Betty Rexford
Councilmember
City of Poway

The San Diego County Board of Supervisors is requesting activation of structural fire protection and emergency medical services (EMS) within a limited area of County Service Area (CSA) No. 135. Activation is necessary to implement a county plan to improve emergency services in the unincorporated area. CSA No. 135, which is currently limited to supporting the San Diego Regional Communications System, will provide governance structure for providing structural fire protection and EMS; however, activating the additional *latent power* within a section of the CSA is subject to LAFCO approval.

Alternate Members

Mark Lewis
Mayor
City of El Cajon

Greg Cox
County Board of
Supervisors

John S. Ingalls
Santa Fe
Irrigation District

Harry Mathis
Public Member

Brian Maienschein
Councilmember
City of San Diego

The County plan to improve emergency services is linked to the LAFCO Reorganization of Structural Fire Protection and EMS in Unincorporated San Diego County—Phase I, which the Commission conditionally approved and transmitted to the Board of Supervisors in December 2007. In January 2008, the Board requested an evaluation of the LAFCO Reorganization with respect to a County *Fire Enhancement Program* and services provided by state, local and volunteer fire protection organizations. On June 25, 2008, the Board approved a *Hybrid Plan* to improve emergency services that will be administered under the County Fire Enhancement Program. The Hybrid Plan incorporates elements of the LAFCO Reorganization: both plans rely on CSA No. 135 to provide governance structure and both address substantially similar unincorporated territory. With respect to further details, however, the plans diverge.

Executive Officer

Michael D. Ott

Counsel

William D. Smith

The Hybrid Plan appears to preserve local control by layering a county administrative function over existing organizations, while the LAFCO Reorganization would centralize control and command under a regional operation. The Hybrid Plan will be introduced in incremental steps between 2008 and 2012; the LAFCO Reorganization would consolidate multiple operations in one reorganization action.

Service under the Hybrid Plan will be provided primarily by State CAL FIRE contractors augmented by volunteer operations—also under contract to the County. The LAFCO Reorganization creates a local career operation that integrates volunteer providers into a regional plan. Contracts for service under the Hybrid Plan will be sole-sourced under a

Table 1

Affected Organizations		
	County Hybrid Plan	LAFCO Phase I
Volunteer Companies		
De Luz Heights VFD	Step I	Phase I
Inter-Mountain Fire-Rescue VFD	Step I	Phase I
Ocotillo Wells VFD	Step I	Phase I
Ranchita Fire-Rescue VFD	Step I	Phase I
Shelter Valley VFD	Step I	Phase I
Sunshine Summit VFD	Step I	Phase I
Warner Springs VFD ❖	—	Phase I
Special Districts		
CSA 109 (Mt. Laguna)	Step II	Phase I
CSA 111 (Boulevard)	Step II	Phase I
CSA 110 (Palomar Mtn)	Step II	—
CSA 112 (Campo)	Step II	Phase I
CSA 113 (San Pasqual)	Step II	Phase I
Pine Valley FPD	Step III	Phase I
San Diego Rural FPD	Step III	Phase I

❖ suspended operation reinstated in Phase I

current proposal for activation of latent powers, includes approximately 942,818 acres where emergency services are currently provided by six volunteer companies and Fire Enhancement Program-funded contracts with State CAL FIRE stations. Following activation of latent powers, the County will continue to contract with CAL FIRE and additionally contract with volunteers to provide structural fire and EMS service within the greater part of Step I. In areas, which are outside the range of volunteer and CAL FIRE contract operations, the County will seek automatic aid agreements and contracts for services with surrounding agencies to provide adequate coverage. Recommended terms and conditions of the proposed activation of latent powers would delay final activation until automatic aid agreements and service contracts are successfully completed.

provision in Board Policy that exempts the organization from competitive procurement practices; the LAFCO Reorganization is based on competitive bidding among all potential providers. The Hybrid Plan will be annually funded with discretionary allocations from the County General Fund; The LAFCO Reorganization is based on secured funding.

In approving the Hybrid Plan, the Board of Supervisors created the San Diego County Regional Fire Authority (SDCRFA)¹ as a zone of CSA No. 135. The Hybrid Plan will be incrementally introduced into the SDCRFA in three distinct steps (see Map 2). Each step will require LAFCO approval for expansion of latent powers for structural fire protection and EMS.

Step I, which is the subject of the

¹ A measure will appear on the November 4, 2008 ballot that requests area voters to approve a parcel tax to fund regional fire protection and EMS services. If approved, a portion of the tax revenue will be returned to local agencies that provide emergency services and a portion will be administered by a regional JPA called the San Diego County Regional Fire Agency (SDCRFA). The SDCRFA and the SDCRFA are distinctly separate organizations; indeed, it is possible that the SDCRFA could become a member agency of the SDCRFA.

The Board of Supervisors has increased discretionary General Fund allocations to the Fire Enhancement Program in anticipation of funding the Hybrid Plan. Approximately \$2.65 million of the \$15.5 million Fire Enhancement fund will support contract payments, administration, and equipment purchases within the Step I latent power zone. Reliance on discretionary funding will require annual renewal of support for the program; nonetheless, the expanding County Fire Enhancement Program with its subcomponent Hybrid Plan, places the County in partnership with local agencies in providing structural fire protection and EMS. Although county funding is discretionary, it would be difficult for the County to reverse its commitment to the safety of San Diego County residents. The Hybrid Plan would provide a launching point to develop an unincorporated agency that could eventually participate in a regional fire protection JPA.

The Hybrid Plan and the LAFCO Phase I Reorganization present dissimilar strategies for improving emergency services in the unincorporated area. One critical distinction between the two approaches is the status of program funding; the Board of Supervisors has approved discretionary funding for the Hybrid Plan—while a funding sponsor did not emerge for the LAFCO Phase I Reorganization. Nevertheless, because the plans address similar territory and both rely on CSA No. 135 for governance structure, both plans represent an attempt to improve emergency services in the region.

Recommendations contained in the LAFCO report would: (1) suspend processing of the LAFCO conditionally approved Phase I Reorganization; (2) conditionally approve the activation of latent powers within a service-specific zone of CSA No. 135; and (3) adopt a service-specific sphere of influence for the latent powers zone within CSA No. 135, which acknowledges affirmed sphere designations for surrounding fire protection agencies; and (4) modify a pending Pilot Travel Center Annexation to the San Diego Rural FPD to align the annexation with the proposed activation of latent powers within CSA No. 135.

BACKGROUND

▪ LAFCO Phase I Reorganization of Structural Fire Protection and EMS in Unincorporated San Diego County

The LAFCO Phase I Reorganization emerged from the active involvement of the San Diego Fire Chiefs and District Fire Chiefs Associations; the San Diego Task Force on Fire Protection and EMS; volunteer fire protection organizations; and from the long-term efforts of the Commission, over the past ten years, to improve emergency services in San Diego County.²

Phase I would create a regional operation to provide structural fire protection and EMS in unincorporated areas where emergency services are either underfunded or provided by volunteer organizations or where residents rely on surrounding agencies to subsidize emergency responses without expectation of reciprocity. Although the approved Reorganization included fewer agencies than originally proposed, Phase I would have formed a regional agency through consolidating six public agencies together with an additional 940,00 acres that currently has no public funding for structural fire protection.

² See ATTACHMENT A for a chronology of LAFCO actions concerning structural fire protection and EMS in the unincorporated area of San Diego County and development of the LAFCO Phase I Reorganization.

A service-specific zone within County Service Area (CSA) No. 135 (San Diego Regional Communications) would provide governance structure for the regional agency. CSA No. 135, which covers all unincorporated territory in San Diego and Imperial Counties and 10 San Diego cities, currently supports the 800 MHz communications system that enhances communication among public safety personnel across San Diego and Imperial Counties. The CSA could be authorized to provide structural fire protection and EMS as an additional service if activation of the *latent power* for structural fire protection and EMS is approved by LAFCO. Property tax and voter-approved revenues from the former agencies would be strictly segregated from other CSA funds.

The regional fire protection agency originally approved by LAFCO would have been organized into five operational battalions positioned, staffed, and equipped to provide dedicated structural fire protection and EMS first-responder service at a uniform standard of coverage throughout the regional agency. Phase I would consolidate the planning, funding, and delivery of regional services under one fire chief; increase local career firefighter staffing 377 percent; support 26 local stations; and empower a regional operation with the capacity to reciprocate mutual and automatic aid response. The estimated cost to provide regional services at a three on-duty, advanced life support (ALS) level was estimated at \$23.8 million.³ Approximately \$1.3 million in property tax and voter-approved assessments would transfer to the regional agency from dissolved Phase I special districts. No revenue whatsoever would be conveyed to the regional agency from the 940,000 acres of territory because this acreage is currently without public funding for structural fire protection. Accordingly, securing approximately \$22.5 million in additional sustainable funding was identified as a principal condition for reorganization.

Phase I was conditionally approved by the Commission on May 7, 2007 and referred to a Commission Subcommittee to resolve technical issues and to identify a source of sustained funding to support approved levels of emergency services. The Subcommittee developed extensive conditions of reorganization, which among other conditions would: (1) establish the County of San Diego as successor to dissolved special districts; (2) establish service at a 3 on-duty ALS level (3) require competitive bidding for contracts for services; and (5) establish a formal relationship between the regional agency and volunteer fire companies.

The Subcommittee reviewed estimated costs and benefits of regionalizing services and a consensus emerged that approximately \$8.5 million of County discretionary revenues that were funding a *County Fire Enhancement Program* should be transferred to the regional agency. Moreover, a Subcommittee majority supported the idea that the County of San Diego was the most logical source of additional funds to support services in the unincorporated area. Accordingly, in December 2007, the Commission directed the Executive Officer to transmit the conditionally approved Phase I Reorganization to the Board of Supervisors for consideration. Phase I would be returned to the full Commission for final approval / ratification when all conditions were satisfied. The Reorganization Subcommittee was retained pending final action on Phase I.

³ Original cost and revenue estimates were adjusted downward to reflect withdrawal of the East County FPD from Phase I. The East County FPD consolidated with the San Miguel Consolidated FPD in July 2008.

▪ **County Fire Enhancement Program**

In September 2005, the Board of Supervisors initiated a program to underwrite fire protection services in the unincorporated area with County General Fund revenues. The Fire Enhancement Program has evolved and expanded to include \$9.1 million in discretionary revenue allocations; \$8.53 million to fund fire protection improvements and \$.58 million to provide program oversight by the Fire Services Division within the County Department of Planning and Land Use (DPLU).

The heart of the Enhancement Program is contracting with the State to provide CAL FIRE services beyond the State agency's mission. CAL FIRE is responsible for prevention and suppression of wildland fire in areas identified as *State Responsibility Areas* (SRA). In San Diego County this equates to approximately 1.2 million acres of responsibility. CAL FIRE will respond to structure, vehicle, and other fires and to urgent situations within SRAs, if CAL FIRE resources are not otherwise engaged; nevertheless, CAL FIRE's statutory mission is wildland fire suppression and the agency has no obligation to respond to other emergencies. The limitations of State responsibility for fire protection is emphasized in State Law, which requires real property transfers within an SRA to disclose that all property located within a wildland area may contain substantial risks and hazards; moreover, it is *not* the State's responsibility to provide fire protection services to any building or structure located with wildlands (Public Resources Code § 4136).

Since the 1940's, local governments have been able to contract with the State to bring CAL FIRE services to local communities through *Amador Plan* or *Schedule A* programs:

The Amador Plan enables local governments to contract with the State to keep a CAL FIRE facility staffed and ready for response during the non-fire season. The local agency must reimburse the State for any added costs associated with this service (Public Resources Code § 4144). The Amador Plan maintains a CAL FIRE presence in the local community year-round; it *does not* transform the CAL FIRE mission from wildland fire protection to structural fire protection, nor does it increase the level of service beyond CAL FIRE's normal operation. Under the Amador Plan, contracted CAL FIRE resources are still under State control and subject to redeployment in other locations; however, CAL FIRE policy is to backfill vacated Amador stations as a priority.

The Schedule A program provides full service fire protection at facilities typically owned by the contracting local agency. CAL FIRE will staff engines, truck companies, paramedic units, hazardous materials units, etc., as stipulated by the contract principal. All CAL FIRE costs for providing services, including administrative overhead to cover indirect costs—currently 9.5 percent—are reimbursed to the State.

Traditionally, contracting with CAL FIRE provided a cost effective way to maintain an emergency service presence in areas where resources were not sufficient to support a local year-round operation; however, the cost to contract with the State has significantly escalated in recent years. In addition to general salary increases across classifications, significant changes to the way planned overtime compensation is calculated has added considerable cost to CAL FIRE compensation obligations—which are necessarily passed-on to Amador and Schedule A contractees.

The County Fire Enhancement Program funds an Amador Plan contract that keeps five CAL FIRE stations staffed during the entire year. Three Districts receive supplemental funding under the Program to subsidize their existing Amador Agreements and in Districts that have Schedule A contracts, the Enhancement Program funds an increase of one career position for daily engine staffing.⁴

The Fire Enhancement Program also purchased apparatus and equipment that is distributed among career-staffed and volunteer-based fire protection organizations. The County maintains title to apparatus that is distributed to volunteer organization through the Fire Enhancement Program. Most volunteer organizations in San Diego county have incorporated as 501 (c)(3) organizations and the corporations would continue to hold title to volunteer assets following activation of latent powers in Step I.

COUNTY HYBRID PLAN and REQUEST FOR ACTIVATION OF LATENT POWERS

The Board of Supervisors received the LAFCO Phase I Reorganization in January 2008 and directed the Chief Administrative Officer to evaluate the conditionally approved Reorganization while taking into consideration the County Fire Enhancement Program and services provided by state, local career, and local volunteer fire agencies. County staff was also directed to identify costs: to conduct a risk assessment of vegetative fuels in the unincorporated area; to bring insurance and workers' compensation for volunteer firefighting agencies under the County umbrella; to support grant writing on behalf of volunteer fire protection organizations; and to create a County Fire Warden position to act as liaison among local fire marshals, County land-use officials, and constituents.

On June 25, 2008 the Board of Supervisors approved a staff-developed *Fire and Life Safety Reorganization Report*, which presented a *Hybrid Plan* developed—in part—to meet the intent of the LAFCO Phase I Reorganization. The Board took initial action to implement the Plan, by creating a zone within CSA No. 135 called the San Diego County Regional Fire Authority (SDCRFA). The SDCRFA substantially replicates the territory included in the LAFCO Phase I Reorganization (see MAP I); however, the SDCRFA will not be activated fully for several years. Requests to activate and then expand latent powers for structural fire protection and EMS within the SDCRFA will be initiated between 2008 and 2012 in the three distinct steps identified on Map 2.

Step I includes approximately 942,818 acres—approximately 60 percent of the SDCRFA. Portions of Step I currently receive structural fire protection and EMS service from volunteer fire protection organizations and a Fire Enhancement Program-funded Amador Plan contract with CAL FIRE. When authorized to provide structural fire protection and EMS services, the County will negotiate with volunteers to provide contract services—in conjunction with Amador stations in Step I. A Schedule A contract will be added in the Warner Springs area. A completed application to initiate latent powers for structural fire protection and EMS within Step I was received by LAFCO on August 15, 2008. Proposed implementation date of Step I: as soon as contractually feasible.

Step II would expand the latent powers area by approximately 136,818 acres and reorganize CSA No. 109 (Mt. Laguna); CSA No. 110 (Palomar Mtn.); CSA

⁴ *FIRE AND LIFE SAFETY REORGANIZATION REPORT: Improving Fire and Emergency Medical Services in Unincorporated San Diego County*, County of San Diego, Department of Planning and Land Use, June 2008, Page 6.

No. 111 (Boulevard); CSA No. 112 (Campo); and CSA No. 113 (San Pasqual) into the SDCRFA. Proposed implementation date of Step II: July 2010 or 2011.

Step III will consider actions to take all remaining territory into the SDCRFA by expanding the latent powers area an additional 491,530 acres and reorganizing the Pine Valley FPD and San Diego Rural FPD into the SDCRFA. The Julian-Cuyamaca FPD, which was not included in the SDCRFA zone or any of the expansion phases, would like to reconsider the District's options when Step III is initiated (see Attachment B: letter from Julian-Cuyamaca FPD). Proposed implementation date of Step III: 2011 or 2012

PROPOSED ACTIVATION OF LATENT POWERS WITHIN STEP I

Latent Powers Service Area and Service Providers: Step I will cover territory that was identified in several LAFCO studies and included in the LAFCO reorganization as the unincorporated territory with the most critical need for improved emergency services. The County Service Plan filed with LAFCO indicates that the County will negotiate with existing volunteer operations to provide contract services in cooperation with contract CAL FIRE Amador stations to the greater part of Step I. A County ordinance was approved on June 25, 2008 that affirmed the Board's continuing authority over volunteer fire companies.

The Step I Service Plan requires 3-person engine staffing. Six volunteer stations will be staffed with two reserve-volunteer firefighters plus one community-based volunteer or an additional reserve-volunteer firefighter. Two volunteers per station will be compensated between \$70 and \$95 per day, depending upon qualifications. CAL FIRE contract stations will be staffed with three career firefighters.⁵ Emergency medical services will be provided at the Basic Life Support (BLS) level.

The Service Plan specifies there will be *...no unserved service islands in Step I*; therefore, in areas, which are outside contractors' service range, the County will seek contracts for service or automatic aid agreements with surrounding providers to ensure that emergency services will be forthcoming to the entire region.

The approximate location of volunteer and Amador contract CAL FIRE stations in Step I is identified on Maps 1 and 2. The precise service area and response time capability associated with each station has not been provided to LAFCO staff; accordingly, the location and extent of unserved territory is also unknown. It is likely that areas on the periphery of the Step I latent powers zone or territory within other jurisdictions could present some response issues. The Step I budget proposed by County staff allocates only \$10,000—annually increased three percent—to fund further contracts with CAL FIRE and neighboring jurisdictions to provide coverage in these unserved areas. Proponents have projected the cost to be minimal under the assumption that areas will be included in automatic aid agreements or contracts will be negotiated on a per-call basis. Proponents estimate that contract negotiations will be completed within 60-days of the activation of latent powers.

⁵ FIRE AND LIFE SAFETY REORGANIZATION REPORT: *Improving Fire and Emergency Medical Services in Unincorporated San Diego County*, San Diego County Department of Planning and Land Use, June 2008, Pg. 7.

Pending Proposals for jurisdictional change within the latent powers zone

- **Annexation of District Islands into the Alpine Fire Protection District**

A proposal to annex approximately 60 acres of unincorporated territory to the Alpine FPD was submitted to LAFCO on July 1, 2008. The subject territory contains 21 parcels clustered into four islands that are completely encircled by the Alpine FPD (see Map 3). Sixteen of the 21 parcels are developed with single-family residences. The islands are not part of the District's service responsibility; however, the Alpine FPD has provided first responder services to the area without compensation. Subsequent to annexation, the parcels would be included in the FPDs' comprehensive planning and response area and the Alpine FPD would receive a negotiated portion of property tax revenue and district benefit fee revenue. County officials received notice from the County Auditor and Controller that the 60-day property tax negotiation period had commenced on August 8, 2006; the negotiation period will end October 8, 2008.

The Alpine Island annexation involves portions of Step I addressed above that would be problematic because the territory is located within the boundary of another jurisdiction. The Alpine FPD is the logical first-responder and the Commission could make a determination under State law that would allow the proposal to proceed uninterrupted (Govt. Code § 56655).

- **Pilot Travel Center Annexation to the San Diego Rural FPD**

A proposal to annex 14.29 unincorporated acres in the East Otay Mesa area to the San Diego Rural FPD for structural fire protection and EMS services was considered by LAFCO on November 5, 2007. The proposed annexation territory is not contiguous with the District, is not within the FPD's sphere of influence, and is not within the automatic-aid response area of any neighboring emergency service provider. Services within the Rural FPD are primarily provided through contracts with CAL FIRE; the County Fire Enhancement Program contributes approximately \$1.5 million annually towards a CAL FIRE Schedule A contract and County-funded Amador Stations also operate within Rural. The proposal for annexation was continued pending resolution of several service related issues. See Item 10A and 10B on today's agenda for additional information regarding the proposed Pilot Travel Center Annexation.

The County has approved conditional development plans to allow construction of a commercial diesel and gasoline fueling station and trucking travel center on the subject territory. An essential condition of final plan approval is annexation to an emergency services provider. Regardless of County-imposed conditions, County staff approved final development plans and the project was completed. The travel center has been operational for some time without annexation to a structural fire protection and EMS provider or party to automatic-aid responses.

Step I of the Hybrid Plan includes the area where the Pilot Travel Center is located (see Map 3). Pending activation of latent powers for structural fire protection and EMS, The County would assume responsibility for providing emergency services to all areas in STEP I and contracts with the Rural FPD

and CAL FIRE, or another appropriate service provider could be selected by the County to serve the Pilot Travel Center.

Latent Powers Zone Administration

The five-member County Board of Supervisors is the legislative authority for the county-dependent CSA No. 135 and the SDCRFA zone. The Step I latent powers area overlays significant portions of the 2nd and 5th Supervisorial Districts and minimal territory within the 1st District. Step I voters would have an opportunity to elect future candidates to the 1st, 2nd, and 5th Districts; however, all five Supervisors would have an equal voice in deciding Step I programs and funding issues.

The vision statement for the Hybrid Plan establishes a program for, *“Regional leadership with local control through collaboration across boundaries.”* The stated intent is, *“...a plan that improves regional leadership of the administrative functions and land use planning services related to fire and emergency medical services in the unincorporated county, while maintaining local operational control for fire and emergency medical response.”*⁶

The Hybrid Plan does not consolidate regional operations; rather, it layers a new administrative function over existing organizations. Administration is bifurcated between two operational branches—a Zone 8 branch, and a contract CAL FIRE branch. Each branch will have an administrator and a responsibility area that extends beyond STEP I to include territory and jurisdictions in Step II and III. The approved Hybrid Plan provides options for placing the Plan in county bureaucracy: (1) the Land Use & Environment Group (LUEG) where the Fire Enhancement Program was developed—and is currently administered; or (2) the County Public Safety Group (PSG) with other emergency-service functions such as the Office of Emergency Services and Sheriff.

A County Fire Warden position was created to provide administrative support to the SDCRFA. The Fire Warden will act as liaison among local chiefs and fire marshals and county officials in land use issues in the unincorporated area. The Fire Warden will assist in processing discretionary permits to ensure fire code compliance, help in updating County Fire Codes, and provide administrative oversight for County contracts for fire protection service providers. The Fire Warden’s role will be assigned to a County Deputy Chief Administrative Officer (DCAO).

It should be noted that land use approvals frequently depend on availability of structural fire protection and EMS. Positioning the Hybrid Plan and the Office of Fire Warden within the County Land Use and Environment Group, which is responsible for land use decisions, could produce organizational conflicts. The problem that recently arose with the Pilot Travel Center Annexation is an example of the type of conflict that can occur when fire protection and life safety services are combined with the regulation of planning and land use functions. This organizational and service issue will be studied in greater detail during LAFCO’s upcoming round of municipal service reviews in 2011.

Funding for Latent Powers Activity

The County currently allocates \$9.5 million of discretionary revenue among the County Fire Enhancement Program, Fire Safety and Fuels Reduction Program, and Fire Prevention Program.

⁶ FIRE AND LIFE SAFETY REORGANIZATION REPORT: *Improving Fire and Emergency Medical Services in Unincorporated San Diego County*, San Diego County Department of Planning and Land Use, June 2008, Pg. iii.

Approximately \$8.3 million supports program activities and \$.58 million funds program oversight by County staff. An additional \$6.2 million of discretionary revenue will be allocated to the Hybrid Plan to bring total program funds to \$15.5 million. Approximately \$2.65 million—or 17 percent—of the \$15.5 million allocation will be expended in the Step I latent powers zone.

Allocations to the Hybrid Plan will support Schedule A contracts at the CAL FIRE Warner Springs station (Step I) and Lake Morena Station (Step III); daily stipends of \$70-95 dollars to volunteer fire fighters; workers compensation costs for volunteers; insurance; and vehicle maintenance costs.

Administrative responsibilities within the Zone 8 Branch will require funding for a: (1) Training Officer (2) Business Manager; (3) Account Clerk; (4) Part-time Volunteer Recruiter; and (5) part-time Warehouse Manager. The CAL FIRE Branch will require position funding for a: (1) Deputy Chief; (2) Volunteer Coordinator; (3) and (4) two Battalion Chiefs; (5) and (6) two Training Officers; (7) Warehouse Manager; and (8) Warehouse Clerk.

Additionally, three new county positions were funded to support administrative responsibilities of the Hybrid Program. Positions for a: (1) Grant Writer; (2) Volunteer Coordinator; and (3) Contract Manager were added to the eleven previously funded positions that support the Fire Enhancement Program, Fire Safety and Fuels Reduction Program, and Fire Prevention Program. No fiscal impact will be associated with creating the Office of County Fire Warden because the responsibility will be added to DCAO responsibilities.

Table 2

Estimated FY 08-09 Budget for Latent Powers Activity ¹

Contracts for Service:	
De Luz Heights VFD	\$ 30,000
Inter-Mountain Fire-Rescue VFD	30,000
Ocotillo Wells VFD	30,000
Ranchita Fire-Rescue VFD	30,000
Shelter Valley VFD	30,000
Sunshine Summit VFD	30,000
CAL FIRE Warner Springs Station: Schedule A	871,000
CAL FIRE Rincon Station: Amador Plan	128,611
CAL FIRE De Luz Station: Amador Plan	184,066
CAL FIRE Witch Creek Station: Amador Plan	184,066
Subtotal	\$1,547,743
Contracts for service in unserved territory	10,000
Zone 8 Branch staffing	132,257
CAL FIRE Branch staffing	89,881
DPLU staff expense and pooled equipment	391,191
Volunteer stipend expense	366,000
Vehicle Insurance	60,000
Worker's compensation expense	60,000
Total	\$2,657,072

¹ Estimated three percent annual increase through FY 10-11

Table 3

Estimated Capital Improvement Costs in Step I

Volunteer Station	Improvement	Est. Cost
De Luz Heights VFD	New station	\$2,000,000
Inter-Mountain Fire-Rescue VFD	Crew area improvements	250,000
Ocotillo Wells VFD	Crew area improvements	250,000
Ranchita Fire-Rescue VFD	New Station	2,000,000
Shelter Valley VFD	Crew area improvements	250,000
Sunshine Summit VFD	Crew area improvements	250,000
Warner Springs Station: Schedule A	Apparatus housing	200,000
Total		\$5,200,000

- An inventory of capital improvement needs within the latent powers zone was extrapolated from a capital needs assessment that was developed for the LAFCO Reorganization. Capital Improvement costs have not been funded in the Hybrid Plan. The capital needs identified in Table 3 will be addressed through grant applications and a new full-time position has been authorized to support grant development within the SDCRFA. The LAFCO Reorganization estimated that \$33.8 million would be required for capital improvements within the entire regional fire protection agency.

Spheres of Influence

Approval of the proposed activation of latent powers within a geographic zone of CSA No. 135 would require adoption of a service-specific sphere of influence for the latent power area. Staff is recommending a sphere that is generally coterminous with the latent power boundary. Special study areas should be established where the spheres of surrounding fire protection agencies overlay Step I territory (see Maps 2 and 4). Each of the overlaying spheres was reaffirmed by the Commission in August, 2007. Special study areas will acknowledge a potential for territory to detach from the latent powers zone of CSA No. 135 and annex to a surrounding district if the district is the most logical service provider.

ISSUES AND RECOMMENDATIONS

- **Issue One:** Ensuring service availability throughout the latent powers zone

Structural fire protection and EMS services within the greatest part of the latent powers zone will be provided through contracts with volunteer fire companies and CAL FIRE. Nonetheless, there are areas within the latent powers zone that are likely to be outside the range of contractors' operations. The precise service area and response time capability of contractors has not been provided by County staff; therefore, the extent and location of unserved territory is also unknown.

The approximate location of contract stations within Step I are identified on Maps 1 and 2. Step I territory that is on the periphery of the zone or within other jurisdictions—district or city—could present response problems. The Step I budget contains \$10,000 to contract with CAL FIRE and neighboring fire protection agencies to provide coverage. The cost is projected to be minimal because contracts will be negotiated on a per-call basis or will be included in automatic and mutual aid agreements. Documentation establishing that services will, in fact, be delivered on a per-call basis or be covered by auto-aid has not been provided to LAFCO staff; therefore, it is not possible to determine if the budgeted amount is adequate. Proponents estimate that contract negotiations will be completed within 60-days of the activation of latent powers.

State law requires proponents to provide a plan for service and a corresponding financing plan to support requests for jurisdictional changes (see Attachment C). LAFCO approvals are often cross-conditioned pending finalization of vital elements of the service plan. If negotiations for Step I contracts or automatic aid agreements are not forthcoming, then segments of Step I could be at risk. The LAFCO Reorganization emphasized the importance of providing services over the entire region. Accordingly, it is recommended that the proposed activation of latent powers for structural fire protection and emergency medical services be conditioned upon: (1) comprehensive identification of territory in Step I where volunteer and CAL FIRE contractors will

respond to all unserved territory; (2) identification of territory that would not be within the service area of Step I contract providers; and (3) successful negotiation of agreements, contracts, or plans to provide universal coverage in Step I.

- **Issue Two:** Duplication of effort by the Hybrid Plan and the LAFCO Reorganization

The LAFCO Phase I Reorganization and the County Hybrid Plan both respond to the need to improve emergency services in the unincorporated area; both plans address substantially similar territory; and both plans would operate as a subsidiary responsibility of the Board of Supervisors under the umbrella of CSA No. 135. Nevertheless, the two plans present dissimilar strategies and timelines for reorganizing structural fire protection and EMS services. One very distinguishing difference is that the Hybrid Plan will be funded by the Board of Supervisors whereas a funding source was not identified for the LAFCO Reorganization. Pending the Commission's conditional approval for Activation of Latent Powers within a Service Zone of CSA No. 135, per the Hybrid Plan, final approval of the conditionally approved LAFCO Phase I Reorganization of Structural Fire Protection and EMS in Unincorporated San Diego County should be suspended. The Commission's Reorganization Subcommittee should also be retired.

- **Issue Three:** Sole source vs. competitive bidding for services

The Hybrid Plan would expand the importance of State CAL FIRE resources in the San Diego region through sole-source contracts for Amador Plan or Schedule A contracts. LAFCO staff believes that all contracts for structural fire protection and EMS should be awarded through a process that allows local agencies and volunteer companies to submit competitive bids. For example, it is possible that the North County FPD could provide services to the De Luz area for less than the \$214,060 which annually underwrites CAL FIRE and volunteer services in De LUZ (see Table 2, pg. 10). Areas where city or district providers might provide logical and efficient emergency services may abound—however, the possibilities cannot be explored if a policy of sole-sourcing is followed. Terms and conditions of the LAFCO Reorganization provide for a review of the bidding process during the next round of municipal service reviews.

- **Issue Four:** Organizational conflict

Land use regulation in the unincorporated area is the responsibility of DPLU. Potential organizational conflicts could arise if authorities who approve conditions of land-use have oversight over the availability of emergency services. The approved Hybrid plan provides an option to place the Hybrid Plan within the County Public Safety Group (PSG) with other emergency-service functions such as the Office of Emergency Services and Sheriff. The County should explore this option, which would provide distinct separation between land use goals and emergency service decisions.

- **Issue Five:** Incremental activation of regional plan for emergency services

The LAFCO Reorganization would create a regional operation to provide structural fire protection and EMS in unincorporated areas where the need for improved services is most critical. The Hybrid Plan incorporates territory substantially similar to the LAFCO Reorganization—and importantly, will be funded by the Board of Supervisors—however, the Hybrid Plan will not be fully activated until 2012. Moreover, it is possible that it may never be fully activated.

The fire protection community, The Board of Supervisors, LAFCO Commissioners, the public and volunteer organizations have expended significant resources—both public and private—in developing a plan for providing structural fire protection and EMS in the unincorporated area. Therefore, it is important that incremental activation of the Plan be kept on schedule.

It is recommended that a Municipal Service Review (MSR) of the SDRFPA be initiated within three years of the effective date of Step I or when Step II is initiated—whichever event occurs first. The MSR will comply with State requirements to assess opportunities for cost avoidance, opportunities for shared facilities, governmental structure options; evaluation of management efficiencies, and local accountability and governance. An MSR would present the occasion to evaluate competitive bidding practices, organizational conflicts, cost effectiveness of service delivery, and to forecast likely progress in fully activating the Hybrid Plan.

Executive Officer Recommendation

1. Certify in accordance with the Executive Officer's determinations that pursuant to Section 15061 (b)(3) of the State CEQA Guidelines, sphere determinations for the service-specific zone within CSA No. 135 is not subject to the environmental impact evaluation process because it can be seen with certainty there is no possibility that the sphere action would have a significant effect on the environment and is not subject to CEQA;
2. Approve the sphere of influence, which includes the special study areas identified on Map 4;
3. Direct Executive Officer to prepare written Statements of Determinations for the approved sphere of influence;
4. Find in accordance with the Executive Officers determination, that pursuant to Section 15320 of the State CEQA Guidelines, the proposed Activation of Latent Powers for Structural Fire Protection and EMS within a Service Zone of CSA No. 135 is not subject to the environmental impact evaluation process because proposed the proposed activation of latent powers do not change the geographical area in which previously existing powers are exercised;
5. For the reasons set forth in the Executive Officers Report:
 - a. Per the recommendation in Agenda Item 10A and 10B (Pilot Travel Center Annexation to the San Diego Rural FPD) modify the Proposed Pilot Center Travel Annexation to the San Diego Rural FPD to include the subject territory within the service-specific zone of CSA No. 135.
 - b. Adopt the form of resolution activating latent powers for structural fire protection and emergency medical services within a service zone of CSA No. 135 as specific in Map 1, subject to the following conditions:
 - i. The Proposed Annexation of Alpine Islands (DA 08-18) shall continue to be processed as proposed (GC 56655).
 - ii. Suspend approval/ratification of the conditionally approved Phase I Reorganization and retire the Commission Subcommittee;

- iii. Activation of latent powers for structural fire protection and EMS within a service-specific zone of CSA No. 135 shall be effective when contracts for services with volunteer fire protection companies are completed;
- iv. Activation of latent powers for structural fire protection and EMS within a service-specific zone of CSA No. 135 shall be effective when areas that will not be served by contract volunteers or CAL FIRE operations are identified and automatic aid agreements or contracts for services with alternative providers are completed;
- v. Administrative responsibility for the Task Force on Fire Protection and EMS shall transfer to the SDCRFA;
- vi. Direct the Executive Officer to initiate a Municipal Service Review (MSR) of structural fire protection and EMS services within CSA No. 135 within three years of the effective date of the activation of latent powers for structural fire protection and EMS or when Step II of the Hybrid Plan is initiated, whichever event occurs first. Service issues that may be analyzed in the MSR include but are not limited to opportunities for cost avoidance, opportunities for shared facilities, government structure options, evaluation of management efficiencies, local accountability and governance, evaluation of competitive bidding practices, organizational structure of service delivery, and cost-efficiencies of the Hybrid Service Plan.

Respectfully submitted,



MICHAEL D. OTT
Executive Officer



SHIRLEY ANDERSON
Chief, Policy Research

MDO:SA:tjc

Attachments:

Maps 1, 2, 3, and 4

Attachment A: Chronology of LAFCO Actions Concerning Structural Fire Protection and Emergency Medical Services in Unincorporated San Diego County

Attachment B: August 6, 2008 Letter, Julian Cuyamaca Fire Protection District

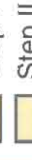
Attachment C: County Plan for Service

MAP 1

San Diego County Regional Fire Authority (SDCRFA)

San Diego LAFCO Phase I Reorganization

SDCRFA (CSA No. 135 Zone)



Step I

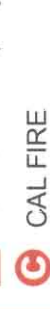
Step II

Step III



LAFCO Phase I

Step I Fire Stations



Volunteer Company

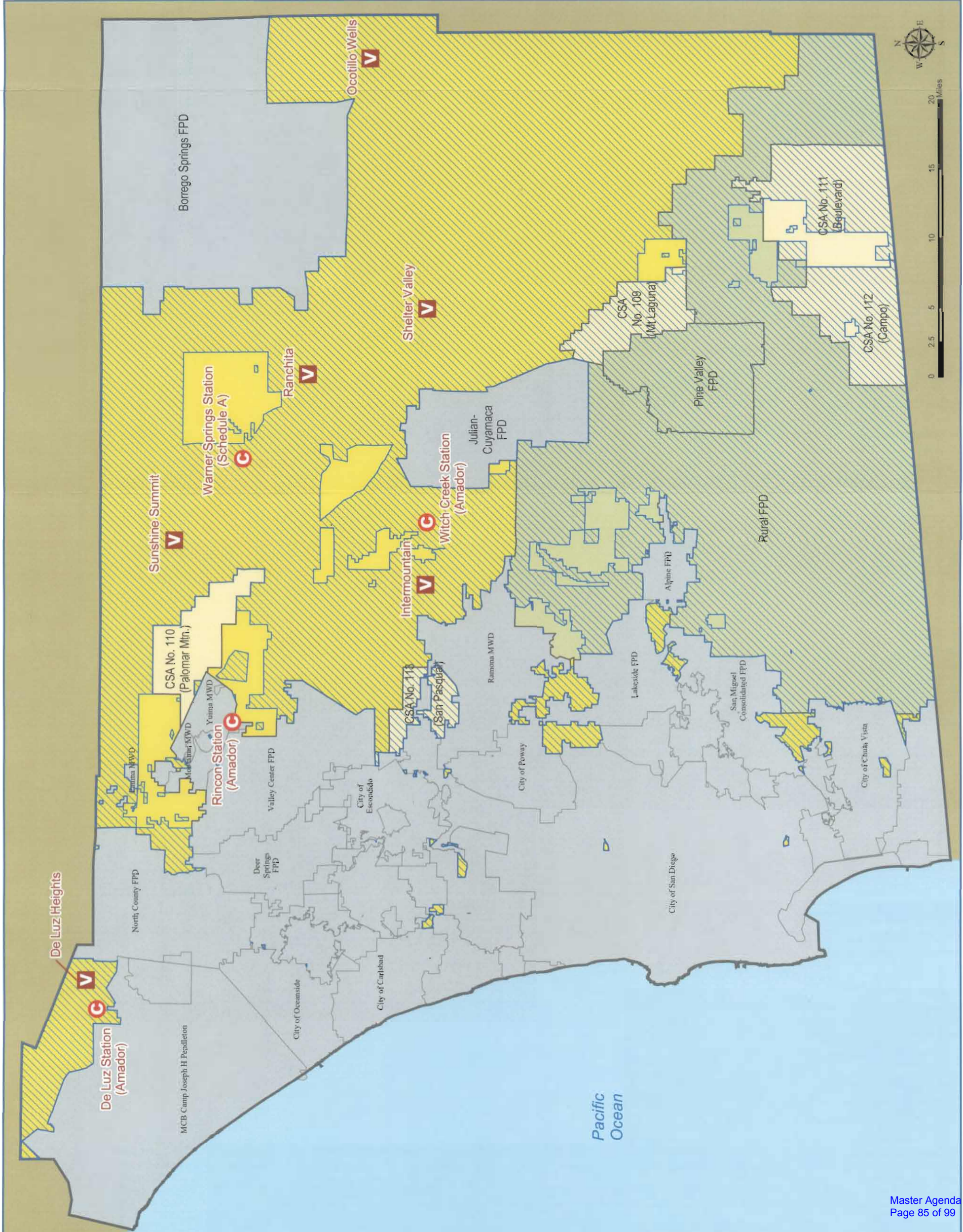
CAL FIRE



SAN DIEGO
LAFCO

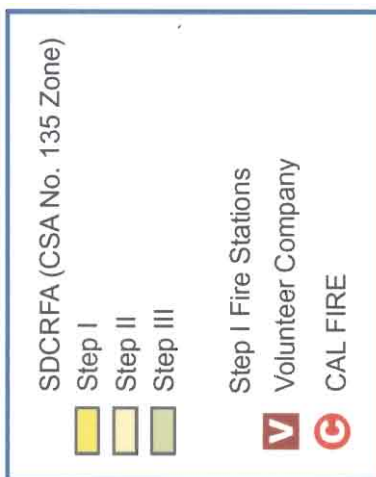
This map is provided without warranty of any kind, either express or implied, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. Copyright SanGIS All Rights Reserved. This product may contain information from the SANDAG Regional Information System which cannot be reproduced without the written permission of SANDAG. This product may contain information which has been reproduced with permission granted by Thomas Brothers Maps. This product may contain information from DPLU.

Created in September 2006 by San Diego LAFCO.
G:\GIS\PROJECTS\Regional FPD\Fire_reorg_steps SOI w PhaseI.mxd



**Activation of Latent Powers of
Structural Fire Protection and
EMS within Step I of the
San Diego County
Regional Fire Authority
(SDCRFA)**

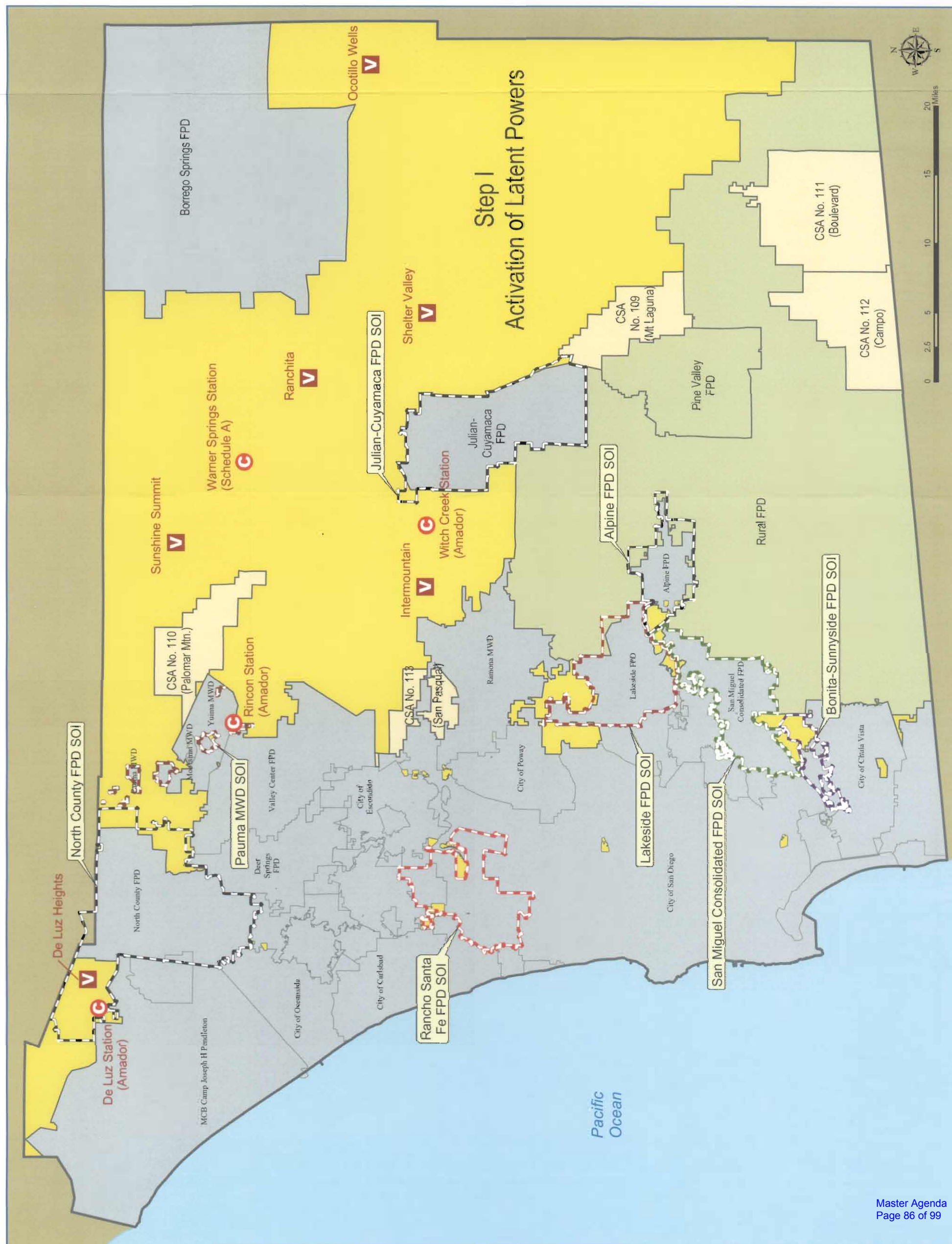
District Spheres of Influence (SOI) that overlie Step 1



**SAN
DIEGO**
LAFCO

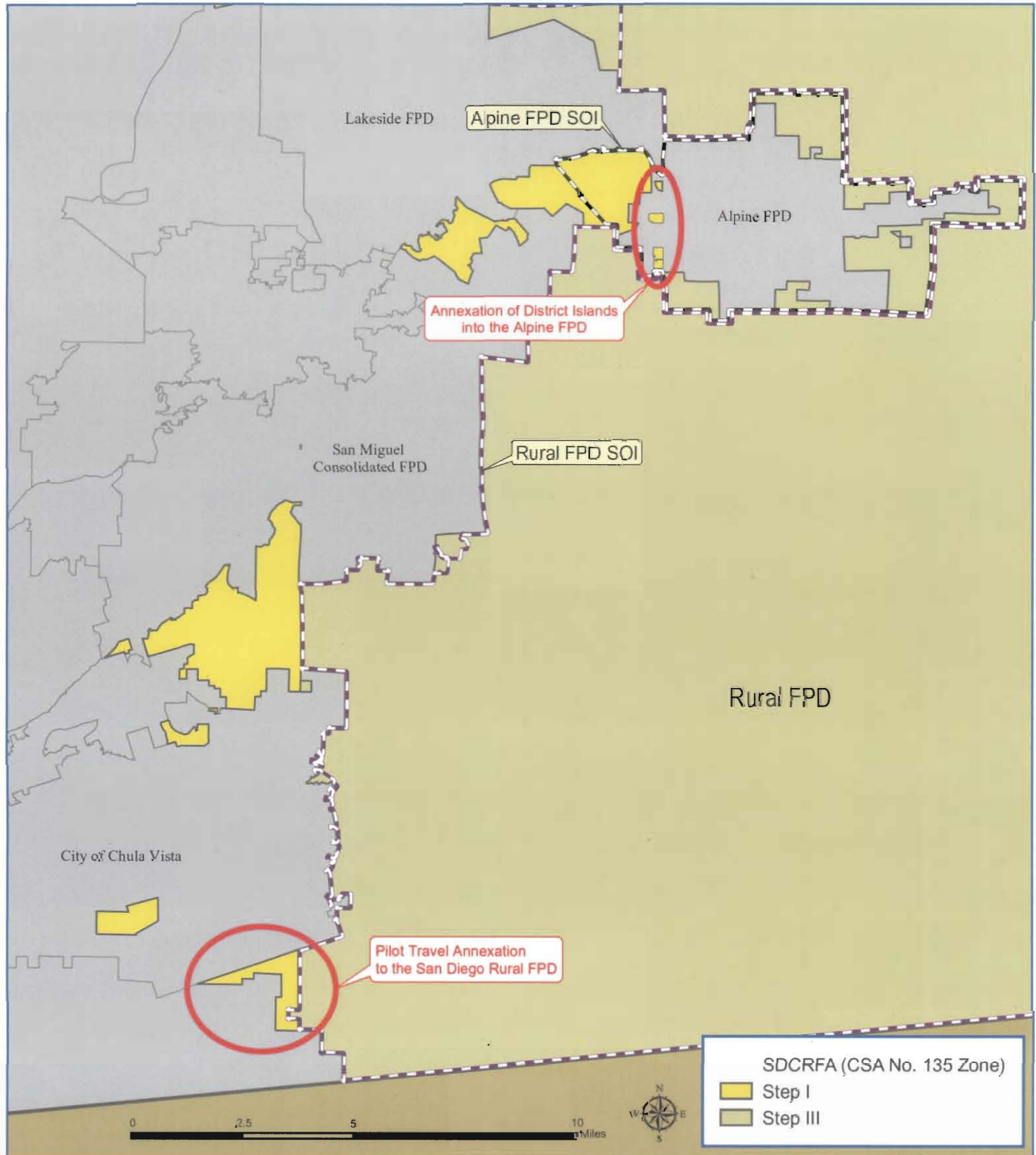
This map is provided without warranty of any kind, either express or implied, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. Copyright © 2010 SanGIS. All Rights Reserved. This product may contain information from the SANDAG Regional Information System which cannot be reproduced without the written permission of SANDAG. This product may contain information which has been reproduced with permission and is copyrighted by Thomas Brothers Maps. This product may contain information from DPLU.

Created in September 2008 by San Diego LAFCO.
G:/GIS/PROJECTS/Regional FPD/fire reorg_steps SOL.mxd



Southwest section of San Diego County Regional Fire Authority (SDCRFA)

MAP 3



MAP 4

Recommended Sphere of Influence for San Diego County Regional Fire Authority (SDCRFA) Latent Powers Zone of CSA No. 135 for Structural Fire Protection and EMS

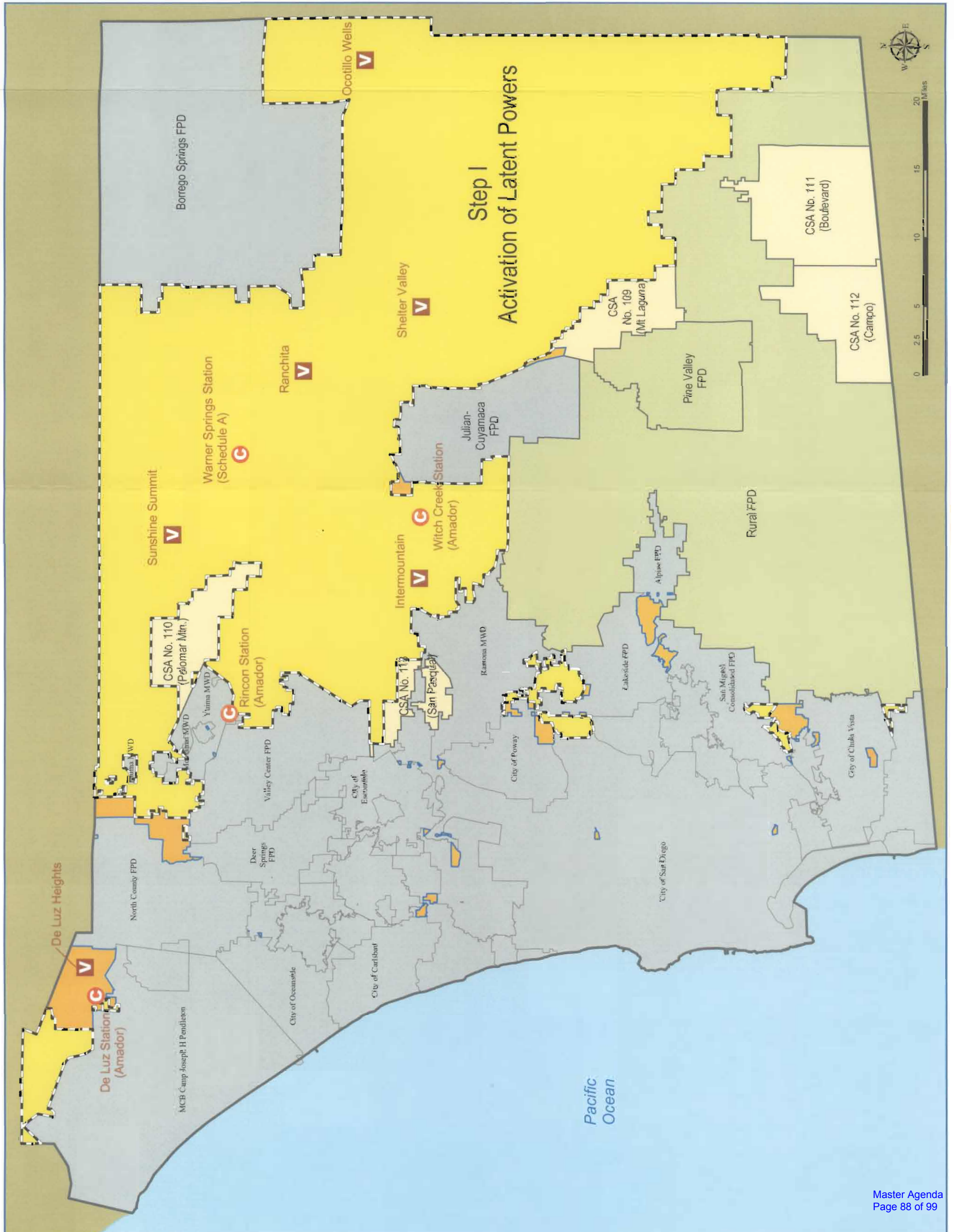
- SDCRFA (CSA No. 135 Zone)
- Step I
 - Step I: Sphere of Influence (SOI)
 - Step I: SOI Special Study Areas
 - Step II
 - Step III
- Step I Fire Stations
- Volunteer Company
 - CAL FIRE



SAN
DIEGO
LAFCO

This map is provided without warranty of any kind, either express or implied, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. Copyright SanGIS. All Rights Reserved. This product may contain information from the SANDAG Regional Information System which cannot be reproduced without the written permission of SANDAG. This product may contain information which has been reproduced with permission granted by Thomas Brothers Maps. This product may contain information from DPLU.

Created in September 2008 by San Diego LAFCO.
G:\GIS\PROJECTS\Regional FPD\Fire_reorg_steps proposed SOI.mxd



Attachment A

Chronology of LAFCO Actions Concerning Structural Fire Protection and Emergency Medical Services in Unincorporated San Diego County

- June 1997 Priority assigned to studying consolidating fire protection services within the region. LAFCO staff and LAFCO Special Districts Advisory Committee conduct survey among fire protection agencies which reveals wide variance in level of funding received by agencies.
- May 1998 Initiated study of issues surrounding fire protection funding.
- February 1999 **FUNDING FIRE PROTECTION** published. The report chronicles the evolution of funding fire protection services in San Diego County and analyzes the unintended consequences of state legislation concerning allocation of property tax revenue.
- FUNDING FIRE PROTECTION available at:
www.sdlafco.org/mainpages/reportspublications.htm
- March 1999 **TASK FORCE ON FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES** established to examine how recommendations made in *FUNDING FIRE PROTECTION* could be implemented. Task Force responsible for developing: (1) Annual Fire and EMS Trust Fund Grant Program; (2) First-Responder's Reimbursement Pool of Funds; (3) Terrorism Preparedness Program; and (4) Communications (SAFE) Grant.
- March 2004 Task Force on Fire Protection and Emergency Medical Services estimates that consolidating all unincorporated area structural fire protection agencies would require approximately \$110 million in *additional* annual revenues.
- November 2004 San Diego Voters approve Prop C, an advisory measure that queried support for a consolidated fire protection system in the unincorporated area that would be funded with reprioritized revenues—not new taxes—by eighty-one percent. Prop C incorporated into analysis of improving unincorporated area emergency services.
- February 7, 2005 **MUNICIPAL SERVICE REVIEW OF FIRE PROTECTION SERVICES IN THE UNINCORPORATED AREA (MSR)** released. MSR evaluates the unincorporated region's emergency system and assess the potential of the system to efficiently meet future demand. The report concludes: *...the region's agencies have not developed a universal response criterion; do not provide a unified command; do not employ unified standards for training safety personnel; and are not able to engage in strategic regional planning that could eliminate redundancies and engender more*

effective use of resources. Moreover: ...no single authority is accountable for creating and implementing a comprehensive vision for the region.

MSR available at:

www.sdlafco.org/mainpages/reportspublications.htm

February 7, 2005 LAFCO initiates action to either dissolve or remove fire protection functions from all special districts that provide structural fire protection and EMS. In a corresponding action, the Board of Supervisors initiates proceedings with LAFCO to form a Regional FPD over the entire unincorporated area—including territory that is not included within a structural fire protection agency.

August 2005 **SUBSTANTIALLY SIMILAR PROPOSAL (SSP)** submitted to LAFCO by the San Diego County Fire Chiefs' and County Fire Districts' Associations. The SSP would implement a reorganization of fire protection agencies in two phases. Phase I address unincorporated areas with the most critical need for increased funding and service improvement. Phase II would bring additional agencies under the umbrella of a Regional Fire Agency created in Phase I. The SSP established standards for reorganization and reaffirmed the Prop. C. stance that funding to support regional fire protection services should come from reprioritized use of existing revenue.

December 2005 **MACRO Report** analyzes seven models for providing structural fire protection and EMS in Phase I. Concluding that the difficult search for funding would be assisted if the cost for providing regional services was known, the Commission selected six service models and requested that cost estimates for producing each model be developed in a subsequent *micro-level* study.

MACRO Report available at:

www.sdlafco.org/mainpages/reportspublications.htm

January–March 2007 **MICRO Report** released for 60-day public review. Public workshops to receive comments held in several unincorporated locations and within the City of San Diego.

MICRO Report available at:

www.sdlafco.org/mainpages/reportspublications.htm

May 7, 2007 **MICRO Report and PHASE I** conditionally approved by Commission. Phase I modified to exclude the Mootamai, Pauma, Yuima, and Ramona MWDs; the Borrego Springs, Deer Springs, Julian-Cuyamaca, and Valley Center FPDs; and CSA 107, 110, and 113. Agencies are given 60 days to rejoin Phase I

LAFCO sub-committee created to finalize details of Phase I boundary, governance structure, service level, terms and conditions of reorganization, etc.

Agenda report and approved minutes available at:

www.sdlafco.org/meetssched/2007.htm

- July 11, 2007 Commission approves request from CSA No. 113 (San Pasqual) to rejoin Phase I.
- Agenda report and approved minutes available at:
www.sdlafco.org/meetssched/2007.htm
- December 3, 2007 Commission accepts recommendations of sub-committee to: (1) establish Phase I service level at 3 on-duty, ALS first responder; (2) authorize latent powers for structural fire protection and EMS within a zone of CSA No.135 that is coterminous with the amended boundary of Phase I;¹ and (3) approve estimate of costs.
- Approved terms and conditions: (1) designate the County of San Diego as successor to the dissolved districts for the purpose of providing emergency services at the minimum 3 on-duty, ALS first responder level with a combination career/volunteer workforce; (2) designate the County as service provider for approximately 940,000 acres of discontinuous unincorporated territory that is not within a public fire protection agency; (3) require volunteer organizations to be prioritized as a component of the regional system; and (4) require advisory and fiscal committee oversight.
- Agenda report, terms and conditions and approved minutes available at: www.sdlafco.org/meetssched/2007.htm
- January 9, 2008 Phase I transmitted to the Board of Supervisors with request to fully review the reorganization plan and the approved terms and conditions.
- LAFCO's final approval of Phase I is contingent on the Board taking actions to initiate the activation of latent powers for fire protection within CSA NO. 135 and accepting LAFCO's approved terms and conditions for reorganization.
- January 29, 2008 Phase I and approved terms and conditions of reorganization received by Board of Supervisors. Board directs CAO: *"...to evaluate the Phase I reorganization plan and the proposal from Zone 8, while taking into consideration the County Enhancement Program and the fire protection service being provided by state, local career, and local volunteer fire agencies, and report back to the Board within 120 days with recommendations."*
- Board Agenda and background report available at: www.sdcounty.ca.gov/cob/bosa/index.html January 29, 2008; Agenda Item No. 14

¹ The Board of Supervisors must submit a request to LAFCO to provide latent powers within CSA No. 135.



Julian Cuyamaca Fire Protection District

August 6, 2008

Michael Ott
San Diego LAFCO
1600 Pacific Highway Room 452
San Diego, CA 92101

Dear Sir,

The Julian Cuyamaca Fire Protection District would like the opportunity to reconsider our non-involvement with the present consolidation of County Fire Agencies. We here by formally request the opportunity to review the consolidation efforts at the commencement of Phase III (anticipated in approximately in 2-3 years). We would like the same opportunity to evaluate the system which is currently being afforded to Pine Valley and Rural Fire Protection Districts.

Thank you for your consideration. If there is any clarification needed please feel free to call me at (760) 765-1510.

Sincerely,

A handwritten signature in cursive script that reads "Kevin C. Dubler".

Kevin C. Dubler, Chief

RECEIVED
AUG 11 2008
SAN DIEGO LAFCO

2645 Farmer Road, Post Office Box 33, Julian, CA 92036-0033
(760) 765-1510

EXHIBIT B PLAN FOR SERVICE

Introduction

Government Code Section 56824.12 states that a proposal to provide a new or different function or class of services within its jurisdictional boundaries must be made by the adoption of a resolution application by the jurisdiction (County Board of Supervisors) and accompanied with a Plan for Services prepared pursuant to Section 56653.

This Plan for Services meets the requirements of Section 56653 and is considered an attachment to the following resolution:

RESOLUTION OF APPLICATION ON BEHALF OF CSA 135 REQUESTING APPROVAL TO EXERCISE POWERS OF FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES WITHIN A PORTION OF ZONE A OF CSA 135

Background and detailed description of the proposed reorganization plan can be found in the "Fire and Life Safety Reorganization Report – Improving Fire and Emergency Medical Services in Unincorporated San Diego County" dated June 2008 on file with the Department of Planning and Land Use, County of San Diego.

Section 56653 Requirements

(1) An enumeration and description of the services to be extended to the affected territory.

The first step is the creation of a zone within CSA 135, called the San Diego County Fire Authority that includes an area within County Service Area 135, which encompasses 1.56 million acres of the unincorporated rural backcountry that is ultimately intended to provide fire protection and emergency medical services within its limits. Creation of the zone does not require LAFCO approval; however, the zone cannot exercise the currently unexercised (i.e., latent) powers of fire protection and emergency medical services without LAFCO approval.

Therefore, a resolution of application to LAFCO to allow the zone of CSA 135 created today to exercise latent powers of fire protection and emergency medical services within that portion of the zone that covers the Volunteer Fire Companies (VFC) that are not associated with a CSA; specifically, Sunshine Summit VFC, Intermountain VFC, Ranchita VFC, Shelter Valley VFC, Ocotillo Wells VFC, De Luz VFC. The services to be extended to the affected territory as a result of this action are summarized below and in the Fire and Life Safety Reorganization Report – Improving Fire and Emergency Medical Services in Unincorporated San Diego County" dated June 2008 on file with the Department of Planning and Land Use, County of San Diego under the description of the Hybrid Plan Proposal.

Vision

The exercise latent powers will create a dependent district, provide a Governance structure for management and utilize contracts with governmental agencies or 501 c 3 fire departments to provide the required services.

EXHIBIT B
PLAN FOR SERVICE

VFC Staffing Levels

Volunteer stations will have a minimum of two reserves and one volunteer per engine 365 days per year.

County Staffing Levels

As a result of this action, new county positions will be created.

- **Fire Warden (NEW):** This position will only provide administrative support to CSA 135 (no operational oversight); The County Fire Warden will act as a liaison between local fire marshals/chiefs and County land use officials, focusing on land use issues in the unincorporated area of the County. This position will assist in the processing of discretionary permits (e.g. subdivisions) and building permits to ensure fire code compliance, help in updating the County Fire Codes, and administrative oversight of the County fire contracts and weed abatement enforcement. It is not intended to have the County Fire Warden assume oversight of fire suppression operations during fire events; such functions will remain with the local fire agency during local fires or CAL FIRE during large wildfire events. The Fire Warden role and responsibilities will become the responsibility of the DCAO. As such, no fiscal impact is anticipated with the creation of this position.
- **Grant Writer (NEW):** This position will support grant development and implementation needs for CSA 135 and the FSD. The recommendation, if approved, will require establishment, classification and appropriations for an Administrative Analyst II position in the Department of Planning and Land Use to provide direct grant writing support for the fire services program, which includes applying for grants on behalf of the volunteer fire districts and to search funding for one-time equipment expenditures (Refer to Attached VI for a list of possible equipment purchases).

As previously discussed, most volunteer fire companies have adequate budget revenue to support only the most basic services a fire department requires. There are numerous grant opportunities for fire agencies to receive monies for one-time expenditures such as equipment and facility improvements. The County has a successful track record in applying for and securing large grant amounts and can take on the grant writing responsibilities for the volunteer firefighting agencies with an Administrative Analyst II position.

- **Volunteer Coordinator and Contract Manager (NEW):** These two positions will assure that all policies, risk management (e.g.: workers' compensation, liability insurance, training) issues are followed, contract conditions established by the County through the County Fire Enhancement Program are met and administrative support on contract management is maintained. The recommendation, if approved, will require establishment, classification and appropriations for an Administrative Analyst I and Administrative Analyst II position in the Department of Planning and Land Use to provide direct administrative support for the Fire Service Program.

EXHIBIT B
PLAN FOR SERVICE

Governance and Organization of CSA 135

There will be two branches of operations: The Zone 8 Branch and the CAL FIRE Branch. Governance of CSA 135 will be the Board of Supervisors. Administration of each branch is conducted by the assigned agency personnel, which ultimately report to the Deputy County Administrative Officer (DCAO), who will assume the roll of Fire Warden. Refer to "County Positions" below for the roles and responsibilities of the Fire Warden. Refer to Appendix J for the proposed organization chart.

Service Level of CSA 135

Implementation of the proposal will result in an overall Basic Life Support Level of Service (BLS).

Advisory Council for CSA 135

An Advisory Council for CSA 135 is an option for the fire agencies within CSA 135 to solicit community interest and involvement for local control. The Advisory Council shall be created with a minimum of five members of the affected agencies, but no more than seven members due to the loss of East County Fire Protection District and creation of an even number of members (10) within the LAFCO Proposal. This allows future members organization to have representation on the Advisory Council as the CSA 135 grows. Financial Councils were not determined to be necessary.

Emergency Medical Dispatch

Emergency Medical Dispatch (EMD) service will be provided by the appropriate dispatch center. The current Fire Enhancement Program has tasked CAL FIRE, by contract, to provide this service. This service will be provided to all CAL FIRE dispatched agencies without additional cost because it is included within the Amador Agreement. EMD service with CAL FIRE is included within the existing \$8.53 Million budget and new funds are not anticipated to be needed to continue that service. Those agencies that are dispatched by other centers currently receive this service. A supplemental fee of \$35/per call will be reimbursed to those agencies not under the CAL FIRE dispatch system when valid call history is received from those departments.

Training

Two academies will be created: one for volunteers and one for reserves.

Vehicle Ownership and Maintenance

The County shall maintain County- or CSA-owned vehicles, as exists today. Future apparatus purchased within the Hybrid Plan Proposal would also be maintained and replaced through County Fleet Management.

Existing Appropriations

The Amador Agreements and Schedule "A" Contracts which are currently under the County Fire Enhancement Program will stay in place as a vital part of the service delivery of the Hybrid Plan Proposal and continue to be the backbone of the current system. Funding for these contracts was originally approved by the Board of Supervisors on September 20, 2005 (1) and June 21, 2006 (2). The total amount of appropriations for the three programs currently under the Fire Services Division (County Fire Enhancement Program, Fire Safety and Fuels Reduction Program, and Fire Prevention Program) is \$9.5 million.

EXHIBIT B
PLAN FOR SERVICE

Additional Appropriations

Additional appropriations are required to fund new Schedule A Agreements with CAL FIRE. If approved, this would authorize the Director of Purchasing and Contracting, on behalf of the Chief Administrative Officers, to negotiate contracts with CAL FIRE to provide year-round service for the Lake Morena and Warner Springs stations, which are currently only providing seasonal fire coverage.

Appropriations are also being proposed to provide stipends in the amount of \$70-95 per day for two volunteer fire fighters per station (depending upon qualifications) as well as funding for workers compensation costs, insurance and vehicle maintenance.

Lastly, in order to support the additional administrative responsibilities of this program, appropriations for administrative support staff are being proposed for the Zone 8 Branch (Zone Business Manager, Training Officer, Account Clerk, Volunteer Recruiter (1/2 time) and Warehouse Manager (1/2 time), CAL FIRE Branch (Volunteer Coordinator, CAL FIRE Deputy Chief, 2 Battalion Chiefs, 2 Training Officers, Warehouse Manager and Clerk) and County Fire Services Division (Fire Warden and three Administrative Analyst positions).

The total amount of additional appropriations proposed under this proposal is \$6.02 million. This would result in a total program cost of \$15.5 million (\$9.5 million in current appropriations and \$6.02 million in additional funding).

Fund Source

General Purpose Revenue (GPR)

(2) The level and range of those services.

The service delivery model will be Basic Life Support (BLS) that integrates reserve and volunteer firefighters to provide Emergency Medical Service (EMS) needs. Staffing will provide coverage 24 hours per day, seven days per week, 365 days per year. Stipends will be used primarily for reserves with a paid-call system used as requested for departments desiring this method rather than a stipend program. Workers' Compensation and liability insurance will be funded through the County as identified by Risk Management. Volunteers and reserves will become County volunteers/reserves pooled for savings and effective operational needs. Some volunteers/reserves may be assigned to the communities they serve, as identified by their station leadership.

(3) An indication of when those services can feasibly be extended to the affected territory.

On June 25, 2008, the County Board of Supervisors will be considering the reorganization proposals outline in the Fire and Life Safety Reorganization Report and associated resolutions and ordinance. If approved, it is understood that the resolutions can be presented before the LAFCO Board as early as September/October 2008.

Execution of contracts does not require LAFCO approval and can occur within 60 to 90 days from the date of Board of Supervisor approval of the plan.

EXHIBIT B
PLAN FOR SERVICE

- (4) An indication of any improvement or upgrading of structures, roads, sewer or water facilities, or other conditions the local agency would impose or require within the affected territory if the change of organization or reorganization is completed.

Initial improvements to fire facilities will be minimal.

- (5) Information with respect to how those services will be financed.

General Purpose Revenue for operational needs. Grants, GPR and any other financial mechanism will be explored to complete Capital Improvement needs.

NOTICE OF EXEMPTION

FILED
Gregory J. Smith, Recorder/County Clerk

JUN 25 2008

TO: Recorder/County Clerk
Attn: Anthony J. Consul
1600 Pacific Highway, M.S. A33
San Diego, CA 92101

FROM: County of San Diego
Department of Planning and Land Use, M.S. 0650
Attn: Regulatory Planning Division Section Secretary

By E. Tanciatco
DEPUTY

SUBJECT: FILING OF NOTICE OF EXEMPTION IN COMPLIANCE WITH PUBLIC RESOURCES CODE SECTION 21108 OR 21152

Project Name: Improving Fire Service in the Unincorporated Area of San Diego County

Project Location: Unincorporated area of the County of San Diego

Project Applicant: County of San Diego, Department of Planning and Land Use
5201 Ruffin Road, Suite B, San Diego, CA 92123
(858) 694-3684

Description: The proposal involves the consolidation of certain fire protection services and the allocation of revenue and resources (creation of a grant writer and fire warden) in an effort to strengthen the regions fire protection system.

Agency Approving Project: County of San Diego

County Contact Person: Jeff Murphy, Interim Deputy Director Telephone: (858) 694-3765

Date Form Completed: May 2, 2008

This is to advise that the County of San Diego Board of Supervisors has approved the above described project on June 25, 2008 and found the project to be exempt from the CEQA under the following criteria:

Exempt status and applicable section of the CEQA ("C") and/or State CEQA Guidelines ("G"): (check only one)

- ☐ Declared Emergency [C 21080(b)(3); G 15269(a)]
- ☐ Emergency Project [C 21080(b)(4); G 15269(b)(c)]
- ☐ Statutory Exemption. C Section:
- ☐ Categorical Exemption. G Section:
- ☐ G 15182 - Residential Projects Pursuant to a Specific Plan
- ☒ Activity is exempt from the CEQA because it is not a project as defined in Section 15378.
- ☐ G 15061(b)(3) - It can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment and the activity is not subject to the CEQA.

Statement of reasons why project is exempt: The proposed action does not qualify as a "project" pursuant to CEQA Section G 15378(b)(5) in that the proposed actions are limited to organizational and administrative changes to emergency (fire) services functions in the County of San Diego; The intent of this action is to develop a program that improves regional leadership of the administrative functions and land use planning services related to fire and emergency medical services in the unincorporated county, while maintaining local operational control for fire and emergency medical response. The organizational restructures will not result in direct or indirect physical changes in the environment in that they involve the reorganization of existing fire protection services and the allocation of revenue and resources (grant writer, GIS and administrative support, and fire warden) that will improve the existing level of fire services within the unincorporated area of the County.

The following is to be filed in only upon final project approval by the appropriate County of San Diego decision-making body.

Signature: [Signature] Telephone: (858) 694-3765

Name (Print): Jeff Murphy Title: Interim Deputy Director

This Notice of Exemption has been signed and filed by the County of San Diego.

Notice must be filed with the Recorder/County Clerk as soon as possible after project approval by the decision-making body. The Recorder/County Clerk must post this notice within 24 hours of receipt and for a period of not less than 30 days. At the termination of the posting period, the Recorder/County Clerk must return this notice to the department address listed above along with evidence of the posting period. The originating Department must then retain the returned notice for a period of not less than twelve months. Reference: CEQA Guidelines Section 15062.



STATE OF CALIFORNIA - THE RESOURCES AGENCY
DEPARTMENT OF FISH AND GAME
ENVIRONMENTAL FILING FEE CASH RECEIPT

343249

Lead Agency: COUNTY OF SAN DIEGO, DEPT OF PLANNING AND LAND USE Date: 06/25/2008
County/State Agency of Filing: SAN DIEGO Document No.: _____
Project Title: IMPROVING FIRE SERVICE IN THE UNINCORPORATED AREA OF SAN DIEGO COUNTY
Project Applicant Name: COUNTY OF SAN DIEGO, DEPARTMENT OF PLANNING AND LAND USE
Project Applicant Address: 5201 RUFFIN RD STE B
City SAN DIEGO State CA Zip Code 92123 Phone Number: (858) 694-3765

Project Applicant (check appropriate box):

☒ Local Public Agency ☐ School District ☐ Other Special District ☐ State Agency ☐ Private Entity

Check Applicable Fees:

<input type="checkbox"/> Environmental Impact Report	\$2,606.75	\$ _____
<input type="checkbox"/> Negative Declaration	\$1,876.75	\$ _____
<input type="checkbox"/> Application Fee Water Diversion (State Water Resources Control Board Only)	\$886.25	\$ _____
<input type="checkbox"/> Projects Subject to Certified Regulatory Programs	\$886.25	\$ _____
<input type="checkbox"/> County Administrative Fee	\$50.00	\$ _____
<input checked="" type="checkbox"/> Project that is exempt from fees		
<input type="checkbox"/> Notice of Exemption		
<input type="checkbox"/> DFG No Effect Determination (Form Attached)		

TOTAL RECEIVED \$ 0.00

Signature and title of person receiving payment.

WHITE - PROJECT APPLICANT

YELLOW - DFG/FASB

PINK - LEAD AGENCY

GOLDENROD - COUNTY CLERK

Deputy

DFG 753.5a (Rev. 1/08)

343249

