



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA**

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

March 13, 2019
1:00 pm PT
Special (*in lieu of regular*) Meeting

RULES FOR ADDRESSING BOARD OF DIRECTORS

Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk.

Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to the Administrative Officer for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

Pledge of Allegiance

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

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
 - Board of Directors minutes of February 20, 2019ACTION REQUESTED: **Approve**
 - b. Receive and File
 - Monthly/Quarterly Reports
 - (1) List of Demands Check 31066 thru 31189, Electronic File Transfers (EFT), and Wire Transfer(s) for the period February 1 – 28, 2019 totaling: \$ 331,913.60
 - Wire Transfer(s) period February 1 – 28, 2019 \$ 223,000.24
 - Payroll for the period February 1 – 28, 2019 \$ 510,691.38
 - TOTAL DISTRIBUTION \$1,065,605.22

(3) Activity Reports – February 2019

(a) Operations

(b) Training

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

(i) Butte County Fire Department – Darren Read, Fire Chief

ACTION REQUESTED: **Information**

5. Old Business

a. None

6. New Business

a. Local Agency Formation Commission Election

To discuss and/or authorize the President to cast the ballot on behalf of the Fire District to elect a regular and alternate special district member on the Local Agency Formation Commission (LAFCO)

ACTION REQUESTED: **Authorize President to cast ballot**

b. RSF1 Tenant Options

To discuss and/or provide information on RSF1 tenant options and/or improvements

ACTION REQUESTED: **Information**

7. Resolution/Ordinance

a. Ordinance No. 2019-01

To conduct the second reading for Ordinance No. 2019-01 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 2016-01.

ACTION REQUESTED: **Board and public comments and to schedule the public hearing and final adoption**

b. Resolution No. 2019-03

To adopt Resolution No. 2019-03 entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District to participate in the San Diego County Fire Mitigation Fee Program

ACTION REQUESTED: **Adopt**

8. Oral Report

a. Fire Chief – Cox

i. District Activities

b. Operations – Deputy Chief

c. Volunteer – Volunteer Recruitment & Retention Coordinator

d. Training – Battalion Chief

e. Fire Prevention – Fire Marshal

f. Administrative/Human Resource Manager

g. Administrative Manager

i. Form 700 – reminder

ii. CalPERS Conference *October 28-30, 2019 – Oakland, CA*

iii. Recognition Dinner – *April 13, 2019*

c. Board of Directors

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

9. Closed Session - **Time Certain – 2:00 pm**

a. Potential Litigation (1) Case – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: one potential (1) case

10. Adjournment

The next special (in lieu of regular) meeting Board of Directors meeting to be April 10, 2019 in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting Agenda
Wednesday, March 13, 2019 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on February March 7, 2019 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on March 13, 2019

A handwritten signature in black ink, reading "Karlene Rannals", written over a horizontal line.

Karlene Rannals
Board Clerk



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Regular Board of Directors Meeting
Minutes – February 20, 2019

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

SPECIAL AGENDA (10:00 AM – 12:00 PM)

Harassment Training (Workshop)

Pursuant to the requirements of AB 1661, the following local officials and staff (those who receive compensation for their service or are eligible to have their expenses reimbursed) attended the Harassment Prevention workshop presented by Stephen J. Fitch, Fitch Law Firm, APC:

Rancho Santa Fe Fire Protection District

Director:

James H. Ashcraft
Nancy C. Hillgren
Randall Malin
Tucker Stine
John C. Tanner

Staff:

Karlana Rannals, Board Clerk

North County Dispatch Joint Powers Authority

Director:

James H. Ashcraft

Staff:

None

REGULAR AGENDA

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:00 pm. Meeting convened at 18040 Calle Ambiente, Rancho Santa Fe for the Pledge of Allegiance, Roll Call, and Special Presentations

Pledge of Allegiance

Chief McQuead led the assembly in the Pledge of Allegiance.

Invocation

Chaplain Ray Ramage gave an invocation.

1. Roll Call

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

Directors Absent: None

Staff Present: Fred Cox, Fire Chief; Dave McQuead, Deputy Chief; Bruce Sherwood, Battalion Chief; Marlene Donner, Fire Marshal; Frank Twohy, Volunteer Recruitment & Retention Coordinator; Kim DeAvila, Administrative/HR Manager; and Karlana Rannals, Board Clerk.

2. Special Presentations

a. Badge Presentations

Chief Cox welcomed all in attendance. Deputy Chief McQuead discussed the requirements and commitment needed to succeed in the profession and in the District. Chief Cox presented the following district personnel a Fire District badge:

Promotion

- o Dave McQuead, Deputy Chief (October 1, 2018)
- o Brian Slattery, Battalion Chief (May 1, 2018)
- o Bruce Sherwood, Battalion Chief (January 16, 2019)
- o Nathan Sanford, Captain (May 16, 2018)
- o Paul Roman, Captain (January 16, 2019)
- o Stephen Sepich, Engineer (May 16, 2018) – not able to attend
- o Scott Schieber, Engineer (January 16, 2019)

Chief Slattery summarized the requirements of suppression personnel during the first year of their employment. He congratulated the following personnel who have completed their one-year probation:

- o Justin Cloyd, Firefighter/Paramedic (January 16, 2019)
- o Richard LaFleur, Firefighter/Paramedic (January 16, 2019)
- o Robert Scott, Firefighter/Paramedic (January 16, 2019)
- o Haydne Shimer, Engineer (January 16, 2019)
- o Samuel Stamy, Firefighter/Paramedic (January 16, 2019)

President Ashcraft on behalf of the Board of Directors offered congratulations to all and wished continued success in their new role.

President Ashcraft recessed the meeting from 1:30-1:45 pm to resume the remainder of the business meeting at 18027 Calle Ambiente.

3. Closed Session

Pursuant to section 54956.8, the board met in closed session from 1:46 – 1:57 pm to discuss the following:

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 16936 El Fuego

Agency Negotiator: To be determined

Negotiating Parties: North County Dispatch Joint Powers Authority

Under Negotiation: Instruction to negotiator concerning price and term

b. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 16936 El Fuego

Agency Negotiator: To be determined

Negotiating Parties: Rancho Santa Fe Association

Under Negotiation: Instruction to negotiator concerning price and term

All board members listed and Chief Cox, Chief McQuead and Karlana Rannals attended both topics of the closed session

Upon reconvening to open session, MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to appoint Fire Chief Fred Cox as the agency negotiator for the Fire District. President Ashcraft reported that the Board of Directors that direction was provided to Chief Cox on the subject negotiations. There was no action taken in closed session.

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

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

5. Public Comment

No one requested to speak to the Board.

6. Consent Calendar

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted.

a. *Board of Directors Minutes*

- i. Board of Directors minutes of January 16, 2019
- ii. Board of Directors minutes of January 31, 2019

b. Receive and File

i. *Monthly/Quarterly Reports*

- 1) List of Demands Check 30966 thru 31065, Electronic File Transfers (EFT) and Wire Transfer(s) for the period January 1 – 31, 2019 totaling: \$ 273,636.52
Wire Transfer(s) for the period January 1 – 31, 2019 \$ 216,967.05
Payroll for the period January 1 – 31, 2019 \$ 671,948.22
TOTAL DISTRIBUTION \$1,162,551.79
- 2) Investment Review – December 31, 2018
- 3) Cash Statement – December 31, 201
- 4) Budget Review – July 1 – December 31, 2018
- 5) Activity Reports – January 2019
 - a. Operations
 - b. Training
 - c. Fire Prevention
 - d. Correspondence – letters/cards were received from the following members of the public:
 - i. None

7. Old Business

- a. None

8. New Business

- a. Amendment No. 5 to Building Lease Agreement

Chief Cox summarized the staff report provided. He reported that Verizon Wireless is seeking to extend the lease that has been in place since 1994 for another five (5) years, with an additional four (4) automatic extension terms of five (5) years each. He also reported that legal counsel had reviewed and concurred with the amendment provided.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve Amendment No. 5 to the Building Lease Agreement and authorize the President to execute the document.

- b. North Mutual Threat Zone Agreement

Chief Cox summarized the staff report provided. He reported that under the agreement with the Cities of San Diego, Escondido, Poway Fire Departments California Department of Forestry and Fire Protection and Rancho Santa Fe Fire Protection District, all agencies when responding within the identified mutual threat zone agree to operate on a common communications plan under one command/communication center. This will provide for better command and control and prevent duplication of resource requests. He responded to questions from the Board.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the North Mutual Threat Zone Agreement and authorize the Fire Chief to execute the document.

- c. Board of Directors Meeting Calendar

Director Stine requested consideration to change the regular meeting dates for March and April 2019 due to conflicts. He was not aware of the conflict when the Board modified the regular meeting dates from the second Wednesday to the third Wednesday. After review of calendar, it was determined to change the following regular meetings:

Regular Meeting Date – 2019	Rescheduled Special Meeting Date – 2019
March 20	March 13
April 20	April 10

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to move and calendar the 2019-year meeting schedule as agreed.

9. Resolution/Ordinance

a. Ordinance No. 2019-01

Chief Cox reviewed the staff report provided. He summarized the changes between the current and proposed ordinance. The fees did go up in some categories, however, the changes are a direct result of the services being performed and the time that it takes to complete the reviews and inspections. Staff responded to questions from the board.

The Board was informed that the next step was to schedule a public hearing or plan for a second reading. President Ashcraft stated that since the Board in their prior action changed the meeting date, that a second reading on March 13 would be planned prior to scheduling the public hearing.

10. Oral Report

a. Fire Chief

- i. District Activities – he reported that the Admin remodel is almost complete. The workstation in the back was converted to an office, and the workstations were relocated to another part of the building.
 - ii. RSF5 Construction – the Limited Building Zone Easement is still being processed, however, he was told by the County that it should not hold up issuing the building permit. He is anticipating an April start date.
 - iii. SDG&E plans to add an additional helicopter, with night flying capability, starting June 1.
 - iv. Roadway clearance was completed with cooperation of the City of San Marcos on east side Elfin Forest Rd to San Elijo Village. Costs were split 50/50 with the District's share coming from a previous grant received from PG&E.
 - v. He sent a letter to CalFire requesting collaborative efforts with hazardous fuel reduction in the Elfin Forest/Harmony Grove areas. This will be in cooperation with adjoining agencies (Cities of Encinitas, Carlsbad, and San Marcos).
- b. Operations – Deputy Chief – Chief McQuead distributed a handout with photos from significant events as a result of the recent rains.
- c. Volunteer Recruitment Retention Coordinator – Chief Twohy reported that the volunteers contributed 1,708 hours the previous month.
- d. Training – Battalion Chief – Chief Sherwood reported that district personnel accomplished 2,100 hours of training the previous month. Key activities included new hire testing, preparation for the Engineer's exam starting March 8, and swift water rescue.
- e. Fire Prevention – Fire Marshal – Fire Marshal Donner reviewed the previous month's statistics. She distributed the weed abatement packet that will be distributed to property owners. Also, the Wall Street Journal contact District prevention staff for a story an upcoming story on fire prevention.
- f. Administrative/Human Resource Manager – Ms. DeAvila reported on her attendance at the LCW Conference and her participation in incorporating her human resource experience in the hiring process.
- g. Administrative Manager –
- i. Form 700 – Ms. Rannals reminded the board that the completion of their Form 700 is due to the County of San Diego by April 1st.

- ii. Recognition Dinner – she reported that the annual recognition dinner will be hosted by Art & Catherine Nicholas on April 13, 2019. Invitations will be mailed early March.
- h. Board of Directors
 - i. North County Dispatch JPA – Update: President Ashcraft reported that the next meeting is February 27th
 - ii. County Service Area 17 – Update: Director Hillgren reported on the meeting held February 5, 2019. There are new representatives to CSA 17, and there was time dedicated to educating the new representatives. The advisory board selected a new Chair, Don Heiser, and Vice Chair Joe Mosca. They reviewed the finances noting that each agency’s budget was doubled because of excess reserves. There has been no change or movement on the LAFCO application, so starting 2020 areas with no designated ambulance service will be reclassified to a ground ambulance operating area. There will be no rules about who is going to respond
 - iii. Comments
 - 1. Malin – he has completed all presentations of the long-range financial plan to district personnel.

Adjournment

Meeting adjourned at 3:24 pm.

Karlana Rannals
Secretary

James H Ashcraft
President

31066	\$2,335.00	A to Z Plumbing Inc	Building RSF
31067	\$2,732.17	About Service Inc	Repair - ID 1282/0281/0384/1581
31068	\$209.25	AT&T	Telephone RSF1
31069	\$169.93	AT&T	Telephone RSF
31070	\$346.46	AT&T Calnet 2/3	Telephone RSF/Admin
31071	\$401.00	Business Owner's Ins Agency	Commercial - Liability - Auto Coverage
31072	\$1,372.00	C.A.P.F.	Disability Ins Short & Long
31073	\$1,220.00	California's Own Native Landscape De	Landscaping Maintenance Service
31075	\$2,370.00	Cielo Village Partners LP	Cielo HOA Fees
31076	\$778.90	City of Encinitas - Fire	CSA-17 Contract
31077	\$183.71	Complete Office of California Inc	Office Supplies
31078	\$3,207.50	County of SD/RCS	800 MHz Network Admin Fees, CAP Code Paging Service-Monthly Service
31079	\$79.99	Cox Communications	Telephone RSF3
31080	\$1,879.34	Direct Energy Business-Dallas	Elec/Gas/Propane RSF1
31081	\$110.82	Dish	Cable RSF6
31082	\$368.51	EDCO Waste & Recycling Inc	Trash RSF
31083	\$454.68	Encinitas Ford Inc.	Repair - ID 1781
31084	\$655.58	Engineered Mechanical Services Inc	Building RSF2
31085	\$6,760.00	Erwin Willis DBA WinTech Computer Se	Consulting Services
31086	\$8,682.05	Fire ETC Inc	Safety Clothing (Protective)
31087	\$126.24	Flyers Energy, LLC	Fuel: Gasoline & Diesel
31088	\$233.92	Form-Craft Business Systems, Inc.	Office Supplies
31089	\$337.46	Geiger	Public Education Material
31090	\$101.42	Griffin Hardware Co.	Station Maintenance - RSF2
31091	\$193.16	Kamps Propane, Inc.	Elec/Gas/Propane RSF6
31092	\$27.00	Liebert Cassidy Whitmore	Legal Services
31093	\$857.10	Lincoln National Life Ins Co	Life Insurance/EAP
31094	\$24.72	Napa Auto Parts Inc	Apparatus: Parts & Supplies
31095	\$27,312.30	North County EVS Inc	Smog Testing, Scheduled and Repair Svcs
31096	\$2,368.38	Parkhouse Tire, Inc.	Apparatus: Tires & Tubes
31097	\$730.00	Power Plus!	Elec/Gas/Propane RSF5
31098	\$75,000.00	Rancho Santa Fe Fire Protection Dist	Interfund Transfer
31099	\$366.35	San Dieguito Trophy Inc	Awards/Proclamations
31100	\$1,011.87	SDG&E	Elec/Gas/Propane RSF6
31101	\$5,055.16	SoCo Group Inc	Fuel: Gasoline & Diesel
31102	\$40.00	State Fire Training	Permit: Certification
31103	\$317.00	Terminix International	Building RSF
31104	\$544.99	Time Warner Cable	Telephone ADMIN
31105	\$32.90	U P S	Shipping Service

31106	\$6,308.91	U S Bank Corporate Payment System	Cal-Card./IMPAC program
31107	\$1,291.50	U.S. HealthWorks	Medical Services: Volunteers
31108	\$1,211.02	United Site Services	Sewer RSF
31109	\$2,186.14	Verizon Wireless	CSA-17 Contract, MDT Broadband + ATN Line, Cellular
31110	\$1,247.06	Vortex Industries, Inc.	Building RSF1
31111	\$2,446.72	Waste Management Inc	Trash RSF, RSF Assn - Patrol, NCDJPA Rebill
31112	\$57.39	Willis, Erwin L.	Computer Equipment/Parts
31113	\$237.55	About Service Inc	Repair - ID 1781
31114	\$600.00	Accme Janitorial Service Inc	Building ADMIN
31115	\$2,853.60	Across the Street Productions	Permit: Certification
31116	\$136.13	Airgas Inc	Safety: Breathing Air
31117	\$161.00	AT&T	Telephone RSF6
31118	\$2,000.95	AT&T Calnet 2/3	Telephone ADMIN
31119	\$1,111.93	Bay City Electric Works Inc	Generator Repair RSF3
31120	\$99.99	Callback Staffing Solutions	Scheduling (Crewsense) Maintenance
31122	\$76.61	Complete Office of California Inc	Office Supplies
31123	\$266.66	CoreLogic Information Solutions Inc	Computer - License/Software
31124	\$102.53	DeAvila, Kimberly	Admin - Meal/Lodging/Travel, Medical Reimbursement
31125	\$35,832.16	Downtown Ford Sales, Inc	2019 Ford F-250
31126	\$35.00	Ferrellgas Inc	Elec/Gas/Propane RSF5
31127	\$332.02	Fire ETC Inc	Safety Clothing (Protective)
31128	\$2,430.00	Fitch Law Firm Inc	Legal Services
31129	\$108.80	Griffin Hardware Co.	Station Maintenance - RSF2
31130	\$583.59	Home Depot, Inc	Station Maintenance - RSF, Tools: Maintenance & Construction, Hydrant
31131	\$1,800.00	Kevin Bresnahan	RSF6 Bunkhouse - Design/Build-Sewer
31132	\$216.12	Konica Minolta Business Inc	Copier Maintenance Contract
31133	\$45,556.50	NCDJPA	Dispatching
31134	\$2,131.54	Olivenhain Municipal Water District	Water RSF
31135	\$190.09	Rincon Del Diablo Municipal Water Di	Water RSF5
31136	\$110.00	San Diego Fitness Repair (Fitness	Fitness Equipment Repair
31137	\$607.63	Santa Fe Irrigation District	Water RSF1, NCDJPA Rebill
31138	\$550.00	Schmid, Brian	Education/Training Reimbursement, CSA-17 Contract
31139	\$10,161.25	SDG&E	Elec/Gas/Propane RSF, Admin
31140	\$3,227.12	So Cal Truck Accessories & Equipment	2019 Ford F-250
31141	\$2,408.17	SoCo Group Inc	Fuel: Gasoline & Diesel
31142	\$66.00	Terminix International	Building RSF6
31143	\$1,977.06	ThyssenKrupp Elevator Inc	Elevator Service, NCDJPA Rebill
31144	\$111.46	Time Warner Cable	Cable - Admin
31145	\$494.23	TPx	Telephone ADMIN

31146	\$16.45	U P S	Shipping Service
31147	\$29.50	U.S. HealthWorks	Medical Services: Volunteers
31148	\$10,268.00	Visser Construction Company, Inc	Building Admin Upgrades
31149	\$109.78	Vista Paint Corp.	Hydrant Maintenance
31150	\$1,071.06	Waste Management Inc	Trash RSF2
31151	\$248.15	AT&T	Cable, Telephone RSF5
31152	\$375.00	Bennett, Luke D.	Education/Training Reimbursement
31153	\$67.11	Complete Office of California Inc	Office Supplies
31154	\$257.50	Engineered Mechanical Services Inc	Building RSF5
31155	\$327.40	Flyers Energy, LLC	Fuel: Gasoline & Diesel
31156	\$4,632.43	Guardian Life Insurance Co	Medical Insurance, Med/Dental - Retiree-Former Employees
31158	\$2,500.00	Pun Group	Accounting-Audit Services
31159	\$70.00	RSF Mail Delivery Solutions	Mail Delivery Service
31160	\$2,226.83	SoCo Group Inc	Fuel: Gasoline & Diesel
31161	\$16.45	U P S	Shipping Service
31162	\$989.59	United States Latex Prod. Inc	CSA-17 Contract
31163	\$232.38	Willis, Erwin L.	Computer Equipment/Parts
31164	\$319.55	4imprint, Inc.	Uniforms: Safety Personnel
31165	\$149.64	About Service Inc	Repair - ID 1781
31166	\$600.00	Accme Janitorial Service Inc	Building ADMIN
31167	\$288.75	AFECO Inc. dba SoCal PPE	Safety: Alterations/Repair
31168	\$650.00	AFSS -Southern Division	Admin - Overnight Conf/Seminars
31169	\$209.25	AT&T	Telephone RSF1
31170	\$173.08	AT&T	Telephone RSF
31172	\$413.88	Compressed Air Specialties Inc	SCBA Maint & Repair/ Flow Test/ Hydro Te
31173	\$181.02	COR Security Inc	Omnilock Supplies/Repair
31174	\$266.84	Cox Communications	Cable, Telephone RSF3
31175	\$654.50	Engineered Mechanical Services Inc	Building RSF
31176	\$166.34	Fire ETC Inc	Safety Equipment
31177	\$45.00	Jobs Available Inc.	Advertising
31178	\$2,901.00	Liebert Cassidy Whitmore	Legal Services
31179	\$854.08	Lincoln National Life Ins Co	Life Insurance/EAP
31181	\$150.11	Napa Auto Parts Inc	Station Maintenance - RSF3
31182	\$231.03	NCB-North County Beverage Inc	Equipment - Minor
31183	\$730.00	Power Plus!	Elec/Gas/Propane RSF5
31184	\$3,633.75	Scott Davis	Programming - Computer & Software FP/PR
31185	\$2,151.53	SoCo Group Inc	Fuel: Gasoline & Diesel
31186	\$449.00	Terminix International	Building RSF, Admin
31187	\$16.45	U P S	Shipping Service

Rancho Santa Fe Fire Protection District

List of Demands - Feb 2019

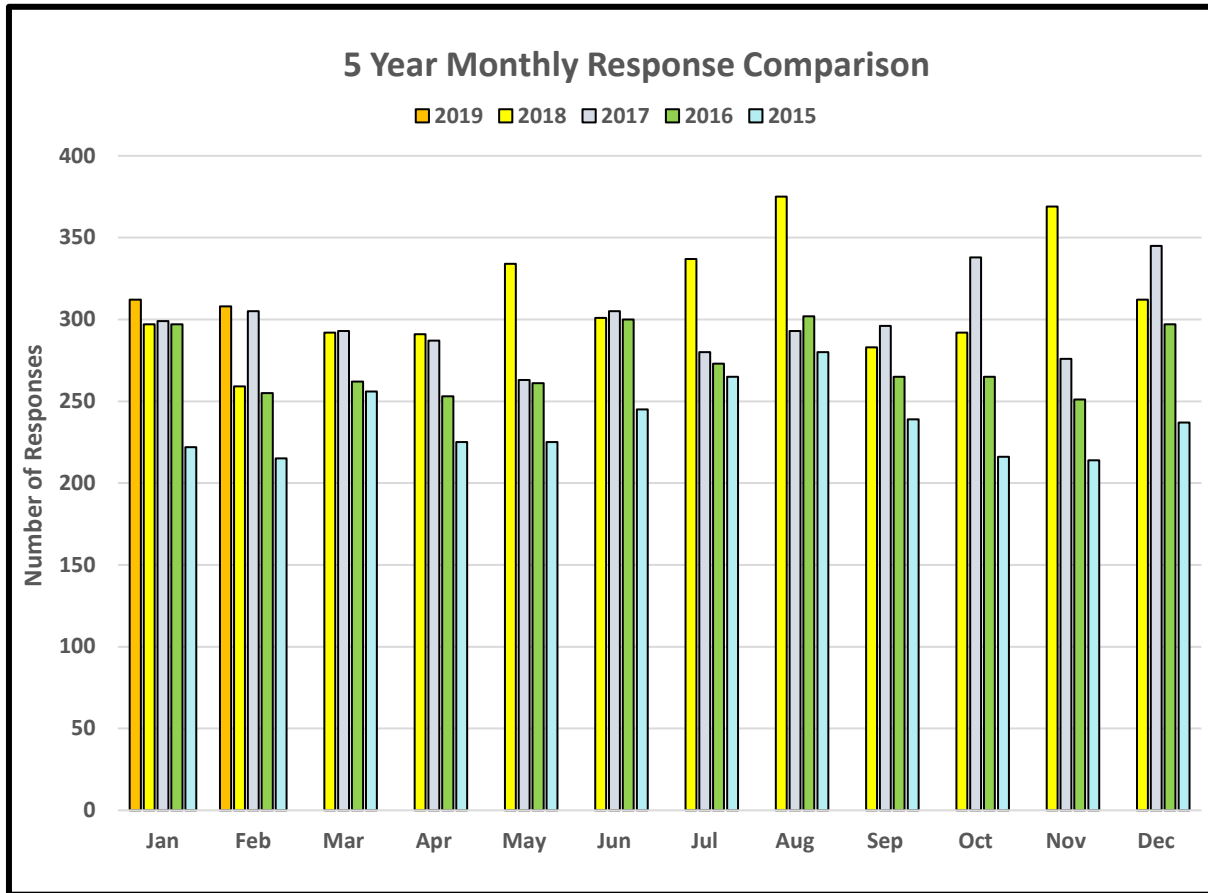
31188	\$235.00	U S Postal Service - Postmaster
31189	\$1,480.36	Verizon Wireless
EFT000000000474	\$657.58	Sivba, Matt
EFT000000000476	\$100.00	RSFPFA
MISC	<u>\$10,446.94</u>	Various
Subtotal	\$331,913.60	
ACH Transfer	\$150,632.47	CalPERS
ACH Transfer	\$72,207.82	CalPERS
ACH Transfer	<u>\$159.95</u>	CalPERS
Subtotal	\$223,000.24	
2/15/2019	\$266,813.36	RSFFPD
2/28/2019	<u>\$243,878.02</u>	RSFFPD
Subtotal	\$510,691.38	
Total	<u>\$1,065,605.22</u>	

Permit: Postage Bulk//Business Reply
 Cellular - Telephone
 CSA-17 Contract, Education/Training Reimbursement
 RSF Prof FF Assoc
 Medical Reimbursement

JAN 2019 RET
 MAR 2019 HEALTH
 2018 MOSCATO HOLIDAY

Payroll
 Payroll

February 2019 Incident Count Stations 1 - 6



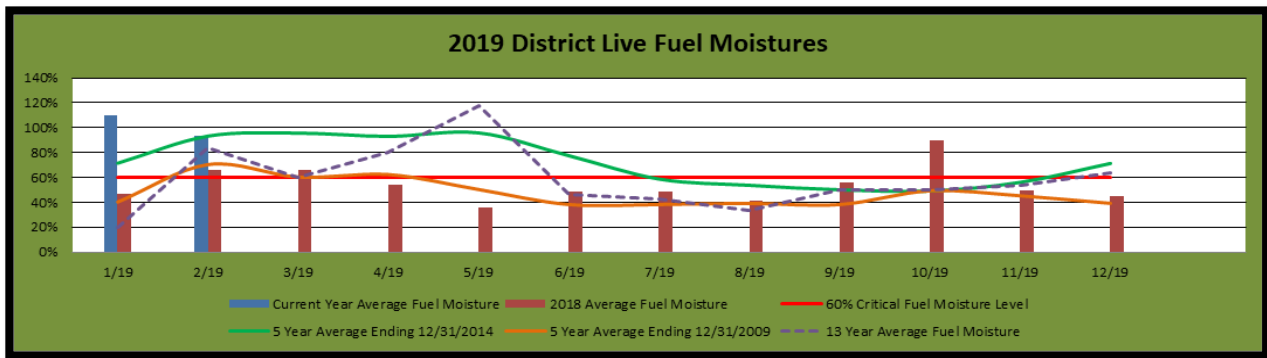
2019		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	312	308	0	0	0	0	0	0	0	0	0	0	620
	YTD	312	620	620	620	620	620	620	620	620	620	620	620	11.51%
2018		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	297	259	292	291	334	301	337	375	283	292	369	312	3,742
	YTD	297	556	848	1139	1473	1774	2111	2486	2769	3061	3430	3742	4.53%
2017		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	299	305	293	287	263	305	280	293	296	338	276	345	3,580
	YTD	299	604	897	1184	1447	1752	2032	2325	2621	2959	3235	3580	9.11%
2016		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	297	255	262	253	261	300	273	302	265	265	251	297	3,281
	YTD	297	552	814	1067	1328	1628	1901	2203	2468	2733	2984	3281	15.57%
2015		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	222	215	256	225	225	245	265	280	239	216	214	237	2,839
	YTD	222	437	693	918	1143	1388	1653	1933	2172	2388	2602	2839	1.36%

February 2019 Incident Count

Stations 1 - 6

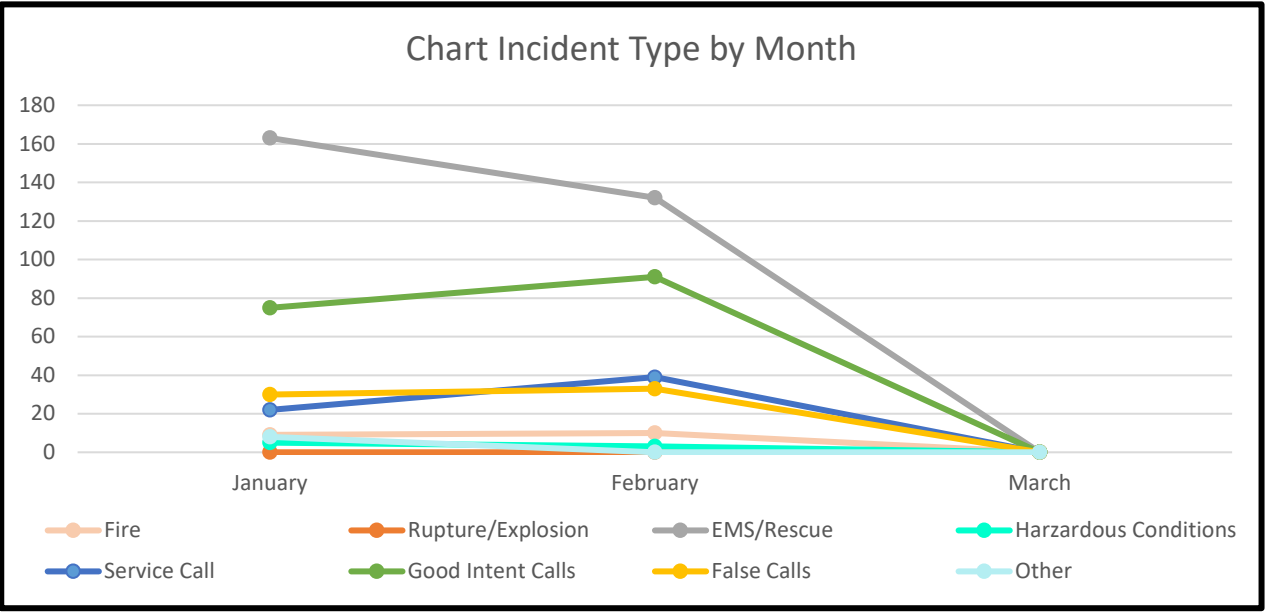
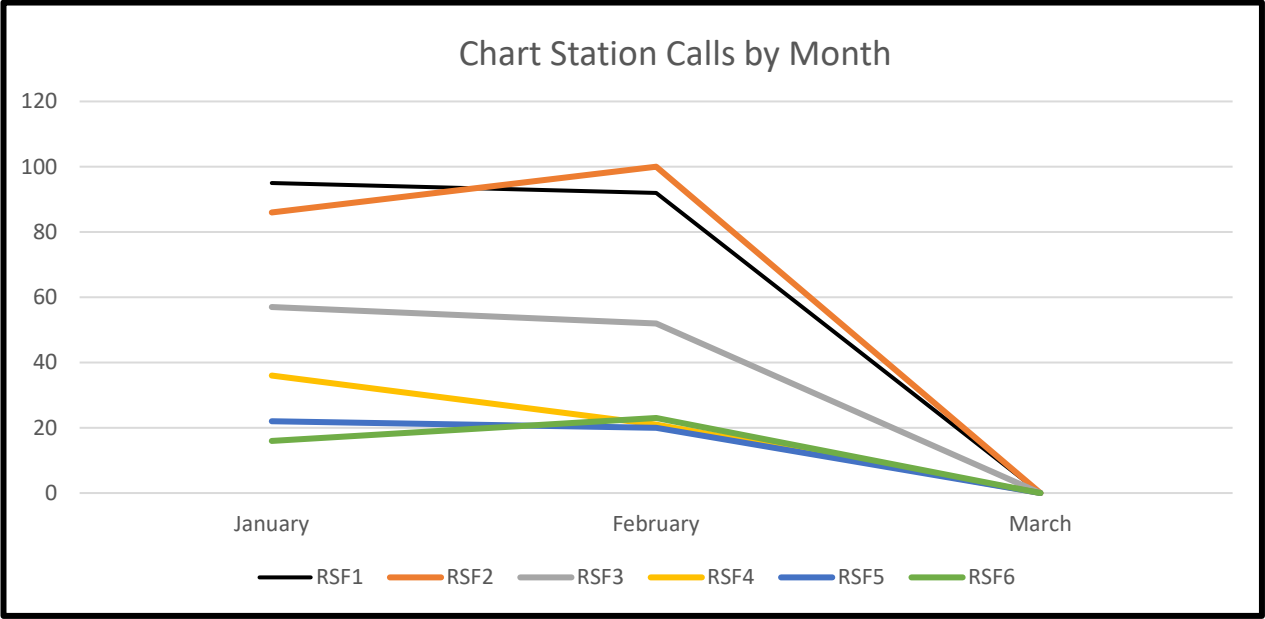
Incident Response Summary by Station		
Station	Month	YTD
RSF1	92	187
RSF2	100	186
RSF3	52	109
RSF4	21	57
RSF5	20	42
RSF6	23	39
Total Count:	308	620

Incident Type Summary		
Type	Month	YTD
Fire	10	19
Rupture/Explosion	0	0
EMS/Rescue	132	295
Harzardous Conditions	3	8
Service Call	39	61
Good Intent Calls	91	166
False Calls	33	63
Other	0	8
Total Incident Count:	308	620



SIGNIFICANT INCIDENT(S)/OVERHEAD ASSIGNMENT(S)				
DATE	INCIDENT/LOCATION	TYPE	UNIT/STRIKE TEAM	MISC.
2/14/2019	Suerte Del Este	Swiftwater	E264, E261, B261, B267	
2/14/2019	Country Club Drive	Swiftwater	E266, E265, B261, B267	

February 2019 Incident Count
Stations 1 - 6

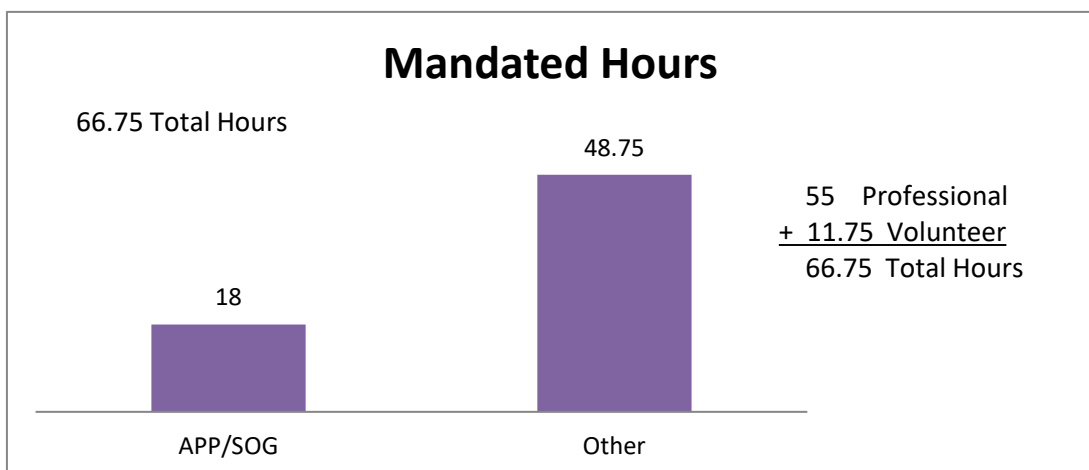
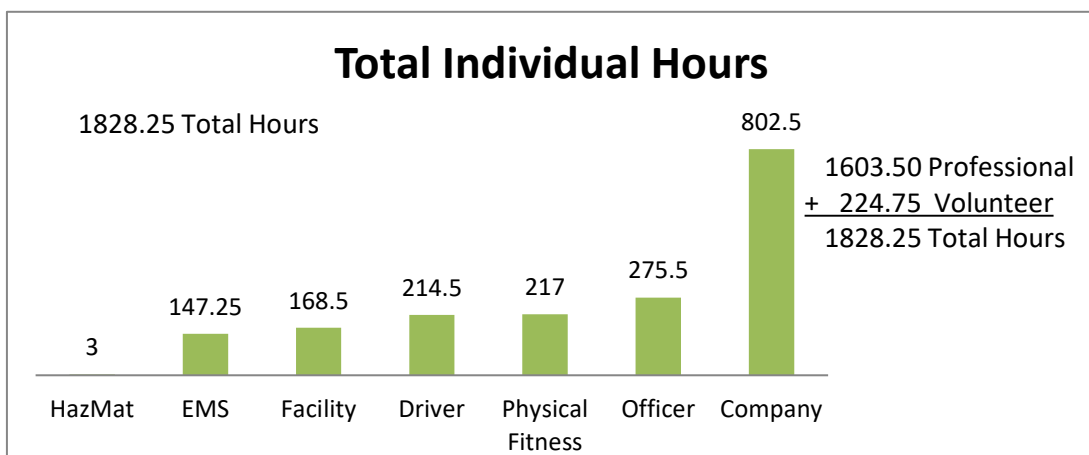
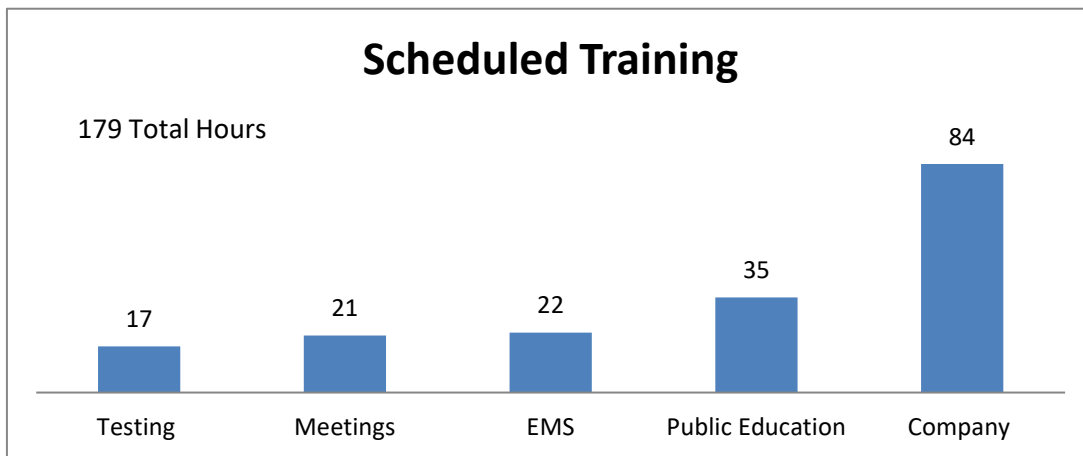


February 2019 Incident Count
Stations 1 - 6

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Training Division

February 2019



See next page for description.

Training Division - Descriptions

Scheduled Training

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

Total Individual Hours - 6 Subjects

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

Mandated Hours

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



Cooperative Fire Protection since 1931



BUTTE COUNTY FIRE DEPARTMENT

FIRE CHIEF—Darren Read

176 Nelson Avenue, Oroville, CA 95965 • (530) 538-7111

December 6, 2018

RANCHO SANTA FE FIRE DEPARTMENT
P.O. BOX 410
RANCHO SANTA FE, CA 92067

I would like to take this opportunity to thank you and your staff for working side-by-side with us during the Camp Fire. This was the most destructive and deadly wildfire in California history, and our communities will be dealing with the aftermath of this event for many years to come.

In my 32 years in the fire service, I have never encountered a wildfire of this magnitude. It took the support and coordination of various agencies from all over the country, including 5,471 firefighters, 908 firefighting resources, and multiple aircraft all working together to bring this fire under control.

I know your agency was impacted by sharing your valuable staff and resources with us. Without the support of your personnel, the destruction could have been much worse, and there are no words to completely express our gratitude.

Please let your staff know that we are forever grateful for their support during this devastating and historic event. It was an honor to work with such dedicated individuals and inspiring to witness the effective collaboration and teamwork between the various agencies involved in this catastrophic event.

Sincerely,

Darren Read
Fire Chief

MEMBERS OF THE BOARD

Bill Connelly • Larry Wahl • Maureen Kirk • Steve Lambert • Doug Teeter





San Diego County Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

BALLOT FORM

February 25, 2019

TO: Independent Special Districts of San Diego County

FROM: Keene Simonds, Executive Officer
Tamaron Luckett, Executive Assistant

SUBJECT: **Special District Ballot Form | San Diego Local Agency Formation Commission Regular and Alternate Member – Certified Mail**

On November 28, 2018, the San Diego Local Agency Formation Commission solicited nominations pursuant to Government Code Section 56332(1) for two special districts members – (a) one regular and (b) one alternate – to serve on the San Diego Local Agency Formation Commission (LAFCO). A total of eight nominations were received – five for the regular member and three for the alternate member – with terms both expiring May 2023.

As required by the Selection Committee Rules, all eligible nominations were forwarded to a Nominating Committee. The Nominating Committee comprise Gary Arant (Valley Center Municipal Water District), Tom Kennedy (Rainbow Municipal Water District), and Mark Robak (Otay Water District). After the candidate's forum held on February 20, 2019 in conjunction with the San Diego Chapter of the California Special District Association's Quarterly Dinner Meeting, the Nominating Committee met to discuss a recommended slate of nominees for the open positions.

Attached are the following election materials:

- Nominating Committee's Report and Recommendations. (Attachment A)
- Special District Election Ballot and Vote Certification Forms for Regular and Alternate Member. (Attachment B)

Administration
Keene Simonds, Executive Officer
County Operations Center
9335 Hazard Way, Suite 200
San Diego, California 92123
T 858.614.7755 F 858.614.7766
www.sdlafco.org

Jim Desmond
County of San Diego

Dianne Jacob
County of San Diego

Greg Cox, Alternate
County of San Diego

Catherine Blakespear
City of Encinitas

Bill Wells
City of El Cajon

Serge Dedina, Alternate
City of Imperial Beach

Mark Kersey
City of San Diego

Chris Cate, Alternate
City of San Diego

Chair Jo MacKenzie
Visita Irrigation

Vice Chair Ed Sprague
Olivenhain Municipal Water

Judy Hanson, Alternate
Leucadia Wastewater

Andy Vanderlaan
General Public

Harry Mathis, Alternate
General Public

- Special District Summary of Nominations and Nomination Forms¹. (Attachment C)

There is a separate special district election ballot and vote certification form to cast your vote for each position: (a) Regular Member and (b) Alternate Member. All nominees are listed on the ballot and vote certification form. An asterisk identifies the Nominating Committee recommendations, and incumbents have been italicized. Write-in candidates are permitted, and spaces have been provided for that purpose. **Only one cast vote is eligible for each category on the ballot and vote certification form; a ballot that is cast for more than indicated number of positions the vote will be disregarded.**

State Law and the Selection Committee Rules require a district's vote to be cast by its presiding officer, or an alternate member of the legislative body appointed by the other members. Therefore, the certification form has been incorporated with the ballot forms to be signed by the person who cast your district's votes. **A ballot received without a signed certification form will be voided.**

The Selection Committee Rules stipulate that most of the districts shall constitute a quorum for the conduct of committee business. There are 59 independent special districts in the county; therefore, a minimum of **30** ballots must be received to certify that a legal election was conducted. A candidate for a LAFCO member must receive at least a majority of the votes cast to be elected. The ballots will be kept on file in this office and will be made available upon request.

The deadline for receipts of the ballots by LAFCO is **Friday, April 12, 2019**. The Selection Committee Rules require that marked ballots be returned by certified mail – return receipt requested. Ballots and certification forms will be accepted by email to tamaron.luckett@sdcounty.ca.gov or Facsimile (FAX), if necessary, to meet the ballot deadline, but the originals must be submitted as soon as possible thereafter.

Should you have any questions, please contact me at (858) 614-7755.

Keene Simonds
Executive Officer

Attachments

- a) Nominating Committee Report and Recommendations
- b) Special District Election Vote Certification Form and Ballots
- c) Special District Summary of Nominations and Nomination Forms

¹ LAFCO staff does not include any of the candidates' promotional materials with the election materials.



San Diego County Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

Attachment A

February 25, 2019

TO: Independent Special Districts in San Diego County

FROM: Special Districts Election Nominating Committee

SUBJECT: **Nominating Committee Report and Recommendations**

The Nominating Committee was appointed to review the nominations submitted, and to prepare a list of recommended candidates. According to the Selection Committee Rules, the nominating committee is appointed by the Chairperson or Vice Chair of the Special Districts Advisory Committee.

The Nominating Committee members Gary Arant (Valley Center Municipal Water District), Tom Kennedy (Rainbow Municipal Water District), and Mark Robak (Otay Water District) met on February 22, 2019. In evaluating the nominations, the Committee considered special district experience, interest, and knowledge of LAFCO issues. The Committee further considered attendance records and meeting participation. The Committee also wanted to ensure representation from those types of districts that most often are involved in making recommendations to LAFCO. A summary of the nominations has been attached. (Attachment C)

The nominating committee's recommendation for each category follows:

Nominating Committee | Recommendations

LAFCO Regular Special District Member

- Edmund K. Sprague (Olivenhain Municipal Water District)

LAFCO Alternate Special District Member

- Erin Lump (Rincon del Diablo Municipal Water District)
- Steve Castaneda (South Bay Irrigation District)

Administration
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County Operations Center
9335 Hazard Way, Suite 200
San Diego, California 92123
T 858.614.7755 F 858.614.7766
www.sdlafco.org

Jim Desmond
County of San Diego

Dianne Jacob
County of San Diego

Greg Cox, Alternate
County of San Diego

Catherine Blakespear
City of Encinitas

Bill Wells
City of El Cajon

Serge Dedina, Alternate
City of Imperial Beach

Mark Kersey
City of San Diego

Chris Cate, Alternate
City of San Diego

Chair Jo MacKenzie
Visita Irrigation

Vice Chair Ed Sprague
Olivenhain Municipal Water

Judy Hanson, Alternate
Leucadia Wastewater

Andy Vanderlaan
General Public

Harry Mathis, Alternate
General Public

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2018 SPECIAL DISTRICTS ELECTION
BALLOT and VOTE CERTIFICATION
FOR REGULAR LAFCO SPECIAL DISTRICT MEMBER

VOTE FOR ONLY ONE

William Haynor []
(Whispering Palms Community Services District)

William Leach []
(Fallbrook Regional Health District)

Hector Martinez []
(South Bay Irrigation District)

* **Edmund K. Sprague¹** []
(Olivenhain Municipal Water District)

Barry Willis []
(Alpine Fire Protection District)

Write-Ins

_____ []

_____ []

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby
certify that I cast the votes of the _____
(Name of Independent Special District)
at the 2018 Special Districts Selection Committee Election.

(Signature)

(Date)

(Print Name)

(Print Title)

Please note: The order in which the candidates' names are listed was determined by random selection.

* Nominating Committee's Recommendation

1 Incumbent member

**2018 SPECIAL DISTRICTS ELECTION
BALLOT and VOTE CERTIFICATION
FOR ALTERNATE LAFCO SPECIAL DISTRICT MEMBER**

VOTE FOR ONLY ONE

- | | | |
|---|--|-------|
| * | Steve Castaneda
(South Bay Irrigation District) | [] |
| | Judy Hanson²
(Leucadia Wastewater District) | [] |
| * | Erin Lump
(Rincon del Diablo Municipal Water District) | [] |

Write-Ins

	[]
	[]

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that I cast the votes of the _____
(Name of Independent Special District)
 at the 2018 Special Districts Selection Committee Election.

_____ (Signature)		_____ (Date)
_____ (Print Name)		
_____ (Print Title)		

Please note: The order in which the candidates' names are listed was determined by random selection.

* Nominating Committee's Recommendation

 2 Incumbent member

ATTACHMENT A

**NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
LAFCO REGULAR AND ALTERNATE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION**

The Whispering Palms CSD is pleased to nominate William Haynor as a
(Name of Independent Special District) (Name of Candidate)

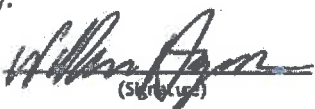
Candidate for the San Diego Local Agency Formation Commission as a regular or alternate special district member.

Please check one box.
Refer to the List of Incumbents.

- ☒ Regular Special District Member (Term expires 2023)
☐ Alternate Special District Member (Term expires 2023)

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.


(Signature)

William Haynor 1/9/2018
(Print Name) (Date)

President
(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

RECEIVED
JAN 22 2019
SAN DIEGO LAFCO

LAFCO Special District Regular Member Candidate

William W. Haynor

Resume



Business Background

William W. Haynor has more than 30 years of banking and finance experience, with senior positions at Bank of America, Imperial Corporation of America, Great American Bank, and as Executive Vice President and Chief Administrative Officer of Bank of San Francisco. Mr. Haynor was a Founding Director of Selectquote Insurance Services, Inc. and is currently Founder, Chairman and CEO of Seniorquote Insurance Services Inc., a direct response distributor of senior life and health insurance. Mr. Haynor was also a Founding Director of the Star System and past Vice Chairman of the Board.

CSD Background

1. Past Board Chairman of the Marin Municipal Water District.
2. Past Board Chairman of The Strawberry Recreation District
3. Current Board Chairman of the Whispering Palms Community Services District

Appointment Background

1. Past Chairman of the Richardson Bay Development Committee Joint Powers with Marin County and Cities of Sausalito, Mill Valley, Tiburon, and Belvedere
2. Current SDCERS (San Diego City Pension Board) Board Member and Past Investment Committee Chairman

Personal Highlights

Education: Denison University B.S. Biology – USC, MBA Finance, USC, MS Aerospace Systems Management

Military: USAF, Strategic Air Command, Avionics/Intelligence – Captain – Viet Nam
Combat Service Ribbon

Family: Married with three children and four grandchildren

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
LAFCO REGULAR AND ALTERNATE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

The FALLBROOK REGIONAL HEALTH DISTRICT is pleased to nominate William Leach as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular or alternate special district member.

Please check one box.
Refer to the List of Incumbents.

- ☒ Regular Special District Member (Term expires 2023)
☐ Alternate Special District Member (Term expires 2023)

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

Howard Salmon Howard Salmon
(Print Name) (Signature)
1/9/2019
(Date)
Board President
(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

RECEIVED
JAN 30 2019
SAN DIEGO LAFCO

Bill Leach

Special District and Government Experience

EXPERIENCE

Fallbrook Regional Healthcare District, Fallbrook CA — Governing Board Member

December 2016 - PRESENT

Fallbrook Community Planning Group, Fallbrook CA— Governing Board Member

December 2016 - January 2019

Association of California Healthcare Districts, Sacramento CA- Advocacy Committee Member

September 2017- January 2019

Association of California Healthcare Districts, Sacramento CA- Education Committee Member

September 2017- January 2019

ATTACHMENT A
NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
LAFCO REGULAR AND ALTERNATE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

The SOUTH BAY IRRIGATION DISTRICT is pleased to nominate HECTOR MARTINEZ as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular or alternate special district member.

Please check one box.

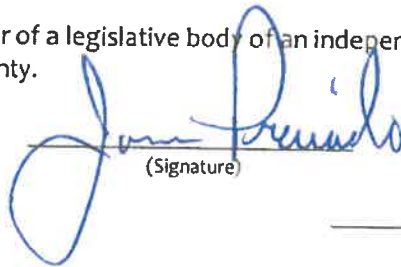
Refer to the List of Incumbents.

- ☒ Regular Special District Member (Term expires 2023)
☐ Alternate Special District Member (Term expires 2023)

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

JOSE PRECIADO
(Print Name)


(Signature)

1-9-19
(Date)

BOARD PRESIDENT
(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

RECEIVED
JAN 22 2019
SAN DIEGO LAFCO

Hector M. Martinez, P.E.

Experience - While at Sweetwater Authority, in the engineering department, I had the opportunity to prepare and process several annexations and detachments for the district. As a developer, I have considered on several occasions annexing land for development.

March 2014 to present Green Housing Development Chula Vista, CA

Dec 1988 to March 2014 Sweetwater Authority (26 years) Chula Vista, CA

Engineering Manager, 2004-2014
Deputy Chief Engineer, 2001-04
Principal Engineer, 1997-2001
Senior Engineer, 1994-97
Associate Engineer, 1993-94
Assistant Engineer, 1988-93

Prior to Dec1988 Various

Junior Civil Engineer, City of San Diego
Water Treatment Specialist - 77W, US Army, Fort Lee VA
Structures Teacher, New School of Architecture, Carlsbad and San Diego
Math Teacher, New School of Architecture, Chula Vista, Carlsbad and San Diego
Laborer, Welsh Construction, Chula Vista
Building Maintenance, New School of Architecture, Chula Vista

Education

2011 Masters in Public Administration, National University
1996 Masters in Management, National University
1987 BS in Civil Engineering, San Diego State University
1985 Associate Degree in Engineering, Southwestern College

Licenses Obtained

Department of Health Services Grade D4 Water Distribution System Operator, #4512
Licensed Registered Civil Engineer, C52560
Licensed building Contractor
AWWA Grade 3, 04512

Appointments

Water Agency Design Standards Committee Chair person, SEMS Committee, 2002 SWA Security Task Force, Sweetwater Authority Recreation Association Committee member, United Way Annual Contribution Campaign, Safety Committee member, SDG&E Major Customer Advisory Panel Member

Extra Curricular Activities (Past and Present)

South Bay Irrigation District Board Member
Child Development Associates Board Member
Chula Vista Rangers Soccer Club Board Member – Youth Sports Council Member
Chula Vista Growth Task Force Member
Eastlake Community Church Volunteer and MTB Club Leader
AWWA Water for People Committee Member and Treasurer
South Bay YMCA Management Board Member
Eastlake III Home Owners Association Board Member
Chula Vista Democratic Club Treasurer and President
Border Angels Board Member
South Bay Forum Member
San Diego Immigration Rights Consortium
Border Patrol Citizens Academy Graduate

Hobbies

Mountain and Road biking, jogging, general physical exercise and travel.

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
LAFCO REGULAR AND ALTERNATE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

The Olivenhaim Municipal Water District is pleased to nominate Edmund K. Sprague as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular or alternate special district member.

Please check one box.
Refer to the List of Incumbents.

- ☒ Regular Special District Member (Term expires 2023)
☐ Alternate Special District Member (Term expires 2023)

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

Kimberly A. Thorner
(Print Name)

Kimberly A. Thorner
(Signature)

1/16/19
(Date)

General Manager
(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

RECEIVED

JAN 29 2019

SAN DIEGO LAFCO

**2019 LOCAL AGENCY FORMATION COMMISSION
INDEPENDENT SPECIAL DISTRICT MEMBER
NOMINATION / RESUME**

NOMINATED BY:	
District Name:	Olivenhain Municipal Water District
District Phone:	760-753-6466
NAME OF NOMINEE:	
Name:	Edmund K. Sprague
Address:	1966 Olivenhain Road Encinitas, CA 92024
Phone:	760-753-6466
NOMINATED FOR:	
Please check <u>one</u> box	<input checked="" type="checkbox"/> Regular Special District Member <input type="checkbox"/> Alternate Special District Member
DISTRICT EXPERIENCE:	<p>Being appointed to OMWD Board in 2008 to represent Division 5 has provided him a great deal of experience governing water, wastewater, recycled water, hydroelectricity and parks and recreation services to over 86,000 customers.</p> <p>Served as President of the Board from 2009 to 2012, 2015-2016 and currently serves as President of the OMWD Board of Directors.</p> <p>Currently serves on OMWD's Finance, Personnel, and Public Policy and Public Outreach Committees.</p> <p>Served on the Board of Directors of the Special District Risk Management Authority in 2011.</p> <p>Earned the Recognition in Special District Governance certification from the Special District Leadership Foundation in 2010.</p> <p>Served on the California Special District Association's Education Committee.</p>
LAFCO EXPERIENCE:	Currently serves as the incumbent Regular Special District Member on LAFCO since 2015.
ADDITIONAL INFORMATION:	<p>As a lifetime resident of northern San Diego County, Mr. Sprague has dedicated his entire career to championing the needs of the public as well as serving his local community. Mr. Sprague has over 30 years of public service starting as a cadet firefighter for the City of Escondido in 1986. He ascended through the fire service ranks all the way up to Fire Battalion Chief for the Carlsbad Fire Department. He then transitioned into the role of Deputy Fire Chief for the North County Fire Protection District where he retired in 2015.</p> <p>After his successful firefighter career, Mr. Sprague has been able to dedicate considerably more time to his passion of teaching and leading others as a Fire Technology Assistant Professor at Palomar College.</p> <p>Worked with the City of Carlsbad as a Firefighter, Fire Engineer, Fire Captain, Battalion Chief – Training Officer, and Shift Battalion Chief. During this 26 year period, was a Public Education Officer, and was a Liaison Officer with North County Dispatch JPA.</p> <p>Holds bachelors and master's degrees in public administration from San Diego State University and an associate's degree in fire science from Palomar College.</p>

ATTACHMENT A
NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
LAFCO REGULAR AND ALTERNATE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

The Alpine Fire Protection District is pleased to nominate Barry Willis as a
(Name of Independent Special District) (Name of Candidate)

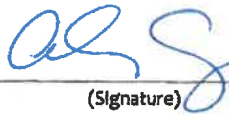
Candidate for the San Diego Local Agency Formation Commission as a regular or alternate special district member.

Please check one box.
Refer to the List of Incumbents.

- ☒ **Regular Special District Member** (Term expires 2023)
☐ **Alternate Special District Member** (Term expires 2023)

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.


(Signature)

Alicea Caccavo
(Print Name)

1/16/2019
(Date)

Clerk of the Board
(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

RECEIVED
JAN 16 2019
SAN DIEGO LAFCO

Baron T. Willis

EDUCATION

U.C. Berkeley/ University of California, San Diego
Major: Pre-Law Program/Bachelor of Arts in Political Science
Minor: Psychology

College for Financial Planning
Chartered Retirement Planning Counselor Designation

Kaplan Financial Education
Series 7 Stock Broker License

Chelsea Financial Services Broker Training Programs
Life Insurance and Financial Planning, (Multi-State)

Relevant Skills and Strengths:

- Owner/Operator of successful insurance company
- Office Administrator of success Counseling Business in East County
- Over 25 years in Senior Management position
- Excellent Mediation and Negotiation Skills
- Active in Alpine and surrounding communities helping seniors, homeless and special needs groups
- Strong supporter of our military, public safety and homeless populations
- Advocate for disenfranchised persons
- Excellent Customer Service Skills
- Committed to the safety and future of our community and surrounding communities
- Actively involved in community organizations
- Working knowledge of vocational rehabilitation and clinical procedures in counseling office that specializes in Worker's Compensation and Expert Testimony.
- HIPAA trained and compliant; ensuring confidentiality of sensitive medical, mental health and personal information; reviewed confidential and sensitive med/legal files.
- Experience with Workers Compensation and assisting injured workers with re-employment/return to work benefits; identifying suitable employment opportunities after reviewing physical disabilities and permanent restrictions. Assisted government employees in return-to-work with suitable and gainful employment.
- Heavy interaction with injured workers, physicians, attorneys, insurance carriers and claims adjusters, psychologists, government entities, schools and employers.
- Performed client intake
- Conducted Labor Market research, and Labor Market reports
- Reviewed and analyzed Sub Rosa tapes
- Excellent Microsoft Office, PC and Mac experience; managed electronic client data files
- Exceptional interpersonal and organizational skills, reliable and personable

PROFESSIONAL EXPERIENCE

Hartley Cylke Pacific Insurance Agency, San Diego, CA

Insurance Broker - 2003 - Present - (FT)

Responsible for Group Medical, Life and Health Insurance and various Fixed Annuities, Retirement Planning and assisting clients with their insurance needs.

Barry Willis Insurance & Financial Services Agency, San Diego, CA

Insurance Broker - 1997 - Present - (PT)

Owner/Operator of a successful Insurance company that specializes in Retirement Planning, Series 7 Stock Broker license. Life Insurance and Financial Planning with clients.

Jeannette S. Clark & Associates Inc.

Office Administrator 10/1/2009 - Present - (PT), El Cajon, CA

Office Administrator and Logistics Manager for Certified Department of Labor Counseling/Vocational Rehabilitation and Personal Counseling Office. Responsible for Drafting and editing legal documents and correspondence, assisted Worker's Compensation clientele (injured Department of Labor, veterans and other government workers) with re-employment/ return to work benefits. Working knowledge of clinical procedures in vocational rehabilitation in a Counseling office. Heavy interaction with physicians, attorneys, psychologists, government entities, insurance carriers and claims adjusters, schools and employers. Performed client intake. Review confidential and sensitive medical files and brief attorneys; conduct labor market research surveys; reviewed, analyzed Sub Rosa tapes; generate legal and general correspondence including drafting expert witness statements; cash handling experience. Troubleshooting of PC/Mac and software. Electronic data management and filing. Excellent client relations. Greet clients, provide assistance in person and via phone. Answer telephones, respond to e-mails, schedule client appointments, and coordinate travel arrangements.

Denny's Restaurants

Restaurant Manager - 1981 - 1983, Pacific Beach, CA

Responsible for managing, marketing, scheduling, interviewing, hiring and termination of employees, teaching employees how to maintain a safe work place, food orders, front and back staff, cost of sales, budgets, cash handling, working with vendors and customer service.

COMMUNITY INVOLVEMENT:

Alpine Fire Protection District Board

Board Member - 2018

Alpine Kiwanis

Member - 2018

Santee Chamber of Commerce

Executive Board Member - 1996-1998

Elected to handle budgetary and Administrative issues at the local Santee Chamber

ATTACHMENT A
NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
LAFCO REGULAR AND ALTERNATE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

The SOUTH BAY IRRIGATION DISTRICT is pleased to nominate STEVE CASTANEDA as a
(Name of Independent Special District) (Name of Candidate)

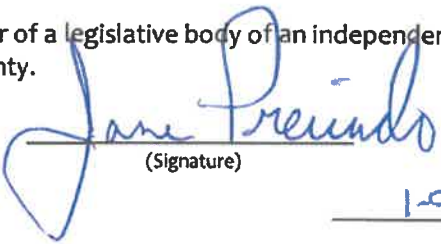
Candidate for the San Diego Local Agency Formation Commission as a regular or alternate special district member.

Please check one box.
Refer to the List of Incumbents.

- ☐ **Regular Special District Member** (Term expires 2023)
☒ **Alternate Special District Member** (Term expires 2023)

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.


(Signature)

JOSE PRECIADO 1-9-19
(Print Name) (Date)

BOARD PRESIDENT
(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

RECEIVED
JAN 25 2019
SAN DIEGO LAFCO

Steve Castaneda

Steve@PRMConsult.com

POSITION

Current Private Position: President, PRM Consulting, Inc. (www.prmconsult.com)
Marketing & Research firm specializing in providing services to government and non-Government clients.

Past and Present Public Sector Positions: Chair, Sweetwater Authority Board of Directors (2014-present);
Councilman, Chula Vista City Council (2004-2012); Member, Metropolitan Transit System (2010-2012);
Chair, San Diego County Law Enforcement Review Board (1996-2004)

STATEMENT OF QUALIFICATIONS

General Qualifications: Experienced in market level research with an emphasis on transportation, land use and government programs. Abilities include: program management, survey development and execution, conducting focus groups, public/government relations, media, and special event organization. Additional experience in community relations involving business and civic groups, as well as organizing and gathering community support for specific projects.

Pertinent Experience:

Marketing, Research, Outreach & Government Relations (1996-current)

Recent Clients:

Southern California Gas Company, Aviation Systems Associates, Imperial County Transportation Commission, California Department of Public Health, Southern California Association of Governments, Land Developers and Associates Corporation.

Contract Outreach Administrator (1995)

Golden Turner, Convention Center Builders

Served as program administrator to assist small, local businesses obtain necessary qualifications. Duties included direct company contact, garnering public support, media production and distribution. Organized construction management courses and worked with various business organizations.

Legislative Specialist (1992-1995)

Department of Intergovernmental Relations

City of San Diego

Served as consultant on the City Council's Committee on Transportation and Land Use. Duties included developing and preparing committee agendas, coordinating staff reports, providing independent analysis and maintaining media relations on behalf of the committee. Other responsibilities include analyzing state and federal legislation and coordinating city's legislative program and oversight of all transportation issues including transit service on behalf of the City Council. In addition, responsible for overseeing San Diego's multi-million dollar Capital Improvements Program and revising City's contract qualification process.

City Council Representative (1987-1992)

Office of San Diego Councilmember Ron Roberts

Duties included representing Councilmember in a variety of situations and issues. Responsible for analyzing issues making recommendations, in addition to working with community and business organizations and press media. Particular emphasis on equal opportunity policies, housing, transportation, land use and redevelopment.

Education

National University, San Diego California
Business Administration

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
LAFCO REGULAR AND ALTERNATE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

The Leucadia Wastewater District is pleased to nominate Judy Hanson as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular or alternate special district member.

Please check one box.

Refer to the List of Incumbents.

☐ Regular Special District Member (Term expires 2023)

☒ Alternate Special District Member (Term expires 2023)

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County

Elaine Sullivan
(Signature)

ELAINE SULLIVAN
(Print Name)

12/12/2018
(Date)

PRESIDENT
(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

RECEIVED

JAN 07 2019

SAN DIEGO LAFCO

Judy Hanson

LAFCO SPECIAL DISTRICT BOARD ALTERNATE

Experience Summary

My name is Judy Hanson and I have been actively involved with San Diego Local Agency Formation Commission (LAFCO) for the past 23 years. I have also been actively involved with special districts in a variety of ways for well over 50 years now. I am very interested in continuing my service as a San Diego LAFCO Special District Board Alternate and I believe my background and experience make me well suited for this position. I would appreciate your support by nominating me. A brief background of my experience is as follows:

LAFCO Experience

- Special District Board Alternate – 2016 – Present
- Special District Advisory Committee – 1996 – 2016

Special District Experience

Leucadia Wastewater District:

- Board of Directors 1983 – Present (most recently re-elected in 2016)
 - Investment & Finance Committee
 - Human Resources Committee
 - Employee Recognition Committee
- Board President – 2003, 2007, 2012, 2017

San Dieguito Water District:

- 33 Year Employee (Retired in 2010)
 - Served in a variety of positions in area of finance

California Special District Association – San Diego Chapter:

- Board of Directors - 2000 – 2004
- Chapter President – 2004
- Scholarship Committee Member

Based on these experiences, I believe I have a unique perspective of the challenges and opportunities facing Special Districts, which will allow me to continue to make valuable contributions to LAFCO. If you will provide me the privilege of serving as the Board Alternate, I promise that I will continue to be a tireless advocate for Special Districts from a platform of local control and fiscal conservatism.

Again, I am very interested in continuing my service to LAFCO and I would really appreciate your support – Thank you.

ATTACHMENT A
NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
LAFCO REGULAR AND ALTERNATE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION

The Rincon del Diablo Municipal Water District is pleased to nominate Erin R. Lump as a
(Name of Independent Special District) (Name of Candidate)

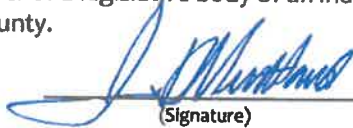
Candidate for the San Diego Local Agency Formation Commission as a regular or alternate special district member.

Please check one box.
Refer to the List of Incumbents.

- ☐ Regular Special District Member (Term expires 2023)
☒ Alternate Special District Member (Term expires 2023)

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.


(Signature)

James Murtland
(Print Name)

January 16, 2019
(Date)

Board President
(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

RECEIVED
JAN 17 2019
SAN DIEGO LAFCO

ERIN R. LUMP

Director, Rincon del Diablo Municipal Water District

(760) 215-0601

erin@erinlump.com

EDUCATION

Bachelor of Arts, Political Science, CSUSM, 2011

- Research, Critical Analysis, Social Behavioral Science Courses

Current California Real Estate License

- Real Estate Principals, Finance, Appraisal

OBJECTIVE

To Represent
Special Districts as the
Alternate Seat on the
LAFCO Commission

RELEVANT EXPERIENCE

QUALITIES

Organized
Self-Motivated
Welcoming
Innovative
Problem Solver
Critical Thinker
Friendly
Happy
Professional
Creative
Well Spoken
Team Player
Trustworthy

Vice President of the Board of Directors

Rincon del Diablo Municipal Water District | November 2014 - Present

- Chair of the Emergency Preparedness & Fire Services committee
- Served on the Finance, Insurance & Personnel & Public Information & Intergovernmental Relations Committees
- LAFCO Special District Advisory Committee since 2016

Realtor

Real Estate Professionals Group | March 2016 - Present

- Residential Real Estate
- Property Management

Vice President

Pacific Political, Inc. | April 2011 - March 2016

- Staff Management
- Website Design; Dreamweaver and Wordpress
- Graphic Design Services; Print and Web
- Social Media Marketing
- Volunteer & Employee Management
- Contribution & Database Administration
- Campaign Treasury Services
- Client Assistance
- Event Planning

Events Manager

Congressman Darrell Issa | February 2011 - March 2016

- Coordinator of High Dollar Fundraising Events
- Donor Lead Generation
- Email Marketing

Event Planner & Educational Instructor

Escondido Children's Museum - January 2007 - July 2010

- Guest Services & Database Management
- California Curriculum Standards Lesson Planning
- Marketing and Promoting the Museum
- Social Media & Website Maintenance

TECHNOLOGY

MS Office (Word, Excel, PowerPoint, Publisher), Wordpress, Adobe CS
(Dream Weaver, Photoshop, InDesign, Illustrator)

INTERESTS

Politics, Graphic Design, Technology, Reading, Community Volunteer

www.erinlump.com

connect with me on 

February 25, 2019

RE: San Diego Local Agency Formation Commission (LAFCO) Election

Dear Fellow Special District Board Members in San Diego County,

At the January 16, 2019 Olivenhain Municipal Water District's board regular meeting, I was unanimously nominated for the San Diego Local Agency Formation Commission (SDLAFCO) Regular Special District Member position. I am writing to respectfully request your support in voting for me for the San Diego Local Agency Formation Commission (SDLAFCO) Regular Special District Member position.

I have dedicated my entire career to championing the needs of the public as well as serving the local community. Earning a bachelor's and a master's degree in public administration from San Diego State University while serving as a firefighter, I have over 30 years of public service starting as a cadet firefighter for the City of Escondido in 1986. It is there that I ascended through the fire service ranks all the way up to Fire Battalion Chief for the Carlsbad Fire Department. I then transitioned into the role of Deputy Fire Chief for the North County Fire Protection District where I retired in 2015 and was able to dedicate considerably more time to my passion of teaching and leading others as a Fire Technology Assistant Professor at Palomar College.

My support and commitment to public service is also evident in the eleven years that I have been actively involved with Olivenhain Municipal Water District (OMWD). I served as president of the Board from 2009-2012, again from 2014-2016, and am currently in the president position. I also actively participate in the Finance, Personnel, and Public Policy and Public Outreach Committees. My tenure with OMWD has provided me with a great deal of experience governing water, wastewater, and parks and recreation services to over 80,000 customers.

In 2010, I earned the Recognition in Special District Governance certification from the Special District Leadership Foundation and served on the Board of Directors of the Special District Risk Management Authority in 2011. In addition, I also served on the California Special District Association's Education Committee.

I have served as your representative to SDLAFCO since 2015, always ensuring that my vote was cast with the best interest of special districts in mind, while balancing efficient service and logical changes to local governmental boundaries, including the consolidation and dissolution of districts. I have been dedicated to encouraging orderly growth, providing for efficient public services, and streamlining governmental structure, while also supporting agricultural land use.

Your support and vote is encouraged and would be greatly appreciated. If you have any questions, feel free to contact me at esprague@olivenhain.com.

Respectfully,



Edmund K. Sprague
OMWD Board President and LAFCO Candidate



LEADERS IN
ENVIRONMENTAL
PROTECTION

March 1, 2019

BOARD OF DIRECTORS

David Kulchin, President
Allan Juliussen, Vice President
Judy Hanson, Director
Donald F. Omsted, Director
Elaine Sullivan, Director
Paul J. Bushee, General Manager

Ref: 19-6576

Board of Directors
Rancho Santa Fe FPD
PO BOX 410
Rancho Santa Fe CA 92067

Subject: LAFCO Elections – Request Your Vote for Ms. Judy Hanson

Dear Board of Directors:

On behalf of the Leucadia Wastewater District (LWD) Board of Directors, I am writing to request your vote for Ms. Judy Hanson for the Special District's Board Alternate position in the upcoming LAFCO election. The LWD Board nominated Ms. Hanson for the Alternate Board position at its December 12, 2018 meeting.

Ms. Hanson has served as the Special District Board Alternate since 2016. She was also the Vice Chair of the LAFCO Special District Advisory Committee (SDAC) and served on the committee from 1996-2016. In addition to the SDAC, Ms. Hanson has an extensive professional background with special districts that has spanned over 50 years. She has been on the LWD Board of Directors since 1983, serving on various Board committees as well as Board president in 2003, 2007, 2012 and 2017.

Ms. Hanson has also held various officer positions on the Board of Directors of the San Diego Chapter of the California Special Districts Association (CSDA), serving as Chapter President in 2004. Furthermore, Ms. Hanson was a special district employee for virtually her entire professional career, which included over 33 years of service with the San Dieguito Water District and later the City of Encinitas.

As can be seen, Ms. Hanson's involvement with special districts has been extensive on a personal, professional and political level. Throughout her career, Judy has been a long-time and tireless advocate for special districts from the platform of local control and fiscal conservatism. We are confident that, if elected, Ms. Hanson will continue to make many valuable contributions to LAFCO and represent special districts in a very positive way.

For these reasons, we urge you to vote for Ms. Judy Hanson for the LAFCO Special Districts Board Alternate. Your support is greatly appreciated.

Best Regards,

David Kulchin
President, Board of Directors

ORDINANCE No. 2019-01

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 2016-01.

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, site inspection, and support costs.

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 cost for the provision of said services shall not exceed the costs reasonably borne 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 2016-01 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 20th day of February 2019. A second reading occurred at a special (in lieu of regular) meeting on March 13, 2019, and a public hearing and final adoption on the ____ day of ____ 2019 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James Ashcraft
President

ATTEST

KARLENA RANNALS
Secretary



Rancho Santa Fe Fire Protection District

ADMINISTRATIVE POLICY AND PROCEDURES

FIRE PREVENTION SERVICES FEES AND CALCULATION METHODS

Section: A100.13

Date Implemented: 02/14/04

Date Revised: 01/15/19

Page: 1 of 2

FIRE CHIEF: _____

I. PURPOSE:

- A. To provide a methodology to determine the Fire District's schedule of fees to achieve cost recovery for the delivery of certain Fire Prevention and other provided services. Fees for service are authorized pursuant to the California Health and Safety Code, Section 13916.

II. RESPONSIBILITY:

- A. The Fire Chief is responsible to review this policy annually to ensure the schedule of fees reasonably reflects the costs for providing such services and update as needed.
- B. Staff is responsible to determine the correct fee per the fee schedule and to collect such fee at the time of service.

III. PROCEDURE:

- A. Fees for service are authorized pursuant to the *California Health and Safety Code, Section 13916*. Fees shall not exceed the costs reasonably borne by the District in providing the service or enforcing the regulation for which the fee is charged.
- B. The fee schedule for fire prevention or other services will be calculated using the method which most accurately identifies the cost of providing such services.
- C. The fee schedule for fire prevention services will be determined by using the following calculation methodology: (activity processing time) + (plan review time) + (field inspection services) + (direct/indirect costs) = fee cost.
 1. **Activity Processing Time:** The estimated actual time it takes to process an activity, to include intake services, data entry, scheduling inspections, and any other work associated with the activity. The fee is calculated at the fully burdened hourly rate for an office support coordinator.
 2. **Plan Review Time:** The estimated time it takes to conduct a plan review if required. The fee is based off the fully burdened hourly rate of the position identified in the assigned duty column.

***FIRE PREVENTION SERVICES FEES AND
CALCULATION***

Section: **A100.13**

Date Implemented: 02-14-04

Date Revised: 01-15-19

Page: 2 of 9

3. **Field Inspection Services:** The estimated field time, including travel time to/from the administrative offices, time to conduct the an inspection activity, and time to provide data entry. The fee is based off the fully burdened rate of the position identified in the assigned duty column.
4. **Direct/Indirect Costs:** These are the fully burned expenses, both labor and non-labor, that are related to the District's agency-wide support services. Labor related support services include general administrative services such as: Fire Chief, Human Resources, Finance, Payroll etc. Costs for indirect agency-wide labor are calculated by: (fully burdened labor cost x percentage assigned to prevention). Example - Accounting Specialist: burdened hourly rate (\$48) x percentage assigned to prevention (2%) x percent assigned to activity (65%) = \$1 assigned to the hourly rate for direct/indirect labor costs.

Non labor costs are estimated costs to support fire prevention services. Non-labor costs are calculated by (audited dollar amount expended for a budget category) + (estimated percentage assigned to prevention) + (the percentage assigned for the activity). Example - Office Supplies: audited expenditure for budget category (\$13, 474) x estimated percentage assigned to prevention (15%) x the percentage assigned for the activity (65%) divided by (2,080) the number work hours per year = .63 cents added to the hourly rate.

- E. The district shall not charge a fee on new construction or development for the construction of public improvements or facilities or the acquisition of equipment.
- F. 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.
- G. Fee schedule:

Fully Burdened Wage Admin Support		Fully Burdened Wage Fire Prevention		Fully Burdened Wage Fire Prevention		Fully Burdened Direct and Indirect Costs (AVG Hourly)	
(F) Office Support Coordinator	\$ 43	(A) FM	\$ 78	(A) FM	\$ 78	\$ 58	
		(B) FPSII	\$ 63	(B) FPSII	\$ 63		
		(C) FPS	\$ 58	(C) FPS	\$ 58		
		(D) FM/FPI/FPS	\$ 66	(D) FM/FPI/FPS	\$ 66		
		(E) FPSII/FPS	\$ 60	(E) FPSII/FPS	\$ 60		

Reference Number	DEVELOPMENT PLAN REVIEW	Fee Description	Plan Processing			Plan Review Labor			Inspection Services Labor			Processing, Review & Inspection Time (hrs)	Direct & Indirect Costs	Fee	OLD FEE	Percentage Change
			Duty	Hrs	Fee	Duty	Hrs	Fee	Duty	Hrs	Fee					
1.1	Project Availability Form for Minor Subdivision or Minor Use Permit (New Service Letter - 5 parcels or less)	Review of access, water supply, clearance & fire code requirements for subdivisions or minor use permit	F	0.50	\$21	A	1.00	\$78	NA	0.00	\$0	1.50	\$87	\$186	\$139	33.97%
1.2	Project Availability Form TM Major Subdivision (New Service Letter - 6 parcels or more)	Review of access, water supply, clearance & fire code requirements for subdivisions	F	0.50	\$21	A	1.75	\$136	NA	0.00	\$0	2.25	\$131	\$288	\$174	65.59%
1.3	TPM or Minor Subdivision Service Letter Renewal (5 parcels or less)	Review of access, water supply, clearance & fire code requirements for subdivisions	F	0.50	\$21	A	0.75	\$58	NA	0.00	\$0	1.25	\$73	\$152	\$104	46.40%
1.4	TM or Major Subdivision Service Letter Renewal (6 parcels or more)	Review of access, water supply, clearance & fire code requirements for subdivisions	F	0.50	\$21	A	1.00	\$78	NA	0.00	\$0	1.50	\$87	\$186	\$104	79.06%
1.5	Final Map/Mylar Review (signing all mylar's - 5 parcels or less)	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter	F	0.50	\$21	A	1.00	\$78	NA	0.00	\$0	1.50	\$87	\$186	\$70	166.03%
1.6	Final Map/Mylar Review (signing all mylar's - 6 parcels or more)	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter	F	0.50	\$21	A	2.50	\$195	NA	0.00	\$0	3.00	\$174	\$390	\$70	457.18%
1.7	Release of Map Covenants or letters for release of other projects i.e. coastal commission, planning department, fire flow etc. (review of CC&R's) 2 hours base fee	Site Inspection and written confirmation of installation of covenanted improvements.	F	0.50	\$21	A	1.50	\$117	A	1.50	\$117	3.50	\$203	\$458	\$209	119.12%
1.8	Major Use Permit (P or MUP) or Site Plan (S or STP) Single Family Dwelling	Includes 2 reviews for access, water supply, clearance and fire code requirements for a MUP or STP	F	1.00	\$43	A	1.00	\$78	NA	0.00	\$0	2.00	\$116	\$237	\$174	35.96%
1.9	Major Use Permit (P or MUP) or Site Plan (S or STP) 2 or more dwelling units	Includes 2 reviews for access, water supply, clearance and fire code requirements for a MUP or STP	F	1.00	\$43	A	2.50	\$195	NA	0.00	\$0	3.50	\$203	\$440	\$174	153.09%
1.10	Fuel Modification Plans or Environmental Review-Mitigated Negative Declaration	Review & comment of project's fire impacts & proposed mitigation (Fire conditions will not impact environmental habitat) Do not need to clear brush	F	0.50	\$21	A	1.25	\$97	NA	0.00	\$0	1.75	\$102	\$220	\$187	17.75%
1.11	Review of Fire Protection Plan *See footnote below	Review and comment letter, Scan fire protection plan into computer system. 6 hours base fee, 1 site visit	F	0.50	\$21	A	4.50	\$350	A	2.00	\$156	7.00	\$406	\$934	\$834	11.93%
1.12	Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP)	Review of access, water supply and fire code compliance for zoning (ZAP), variance (VAR) and vacation (VAC), 1 field inspection	F	0.50	\$21	A	0.75	\$58	A	0.75	\$58	2.00	\$116	\$254	\$139	82.85%
1.13	Improvement Plans Residential 1-5 structures and or parcels	Review of roadway, turnaround, building setback, access, and water supply requirements.	F	0.50	\$21	A	1.25	\$97	NA	0.00	\$0	1.75	\$102	\$220	\$174	26.55%
1.14	Improvement Plans Residential 6-20 structures and or parcels	Review of roadway, turnaround, building setback, access, and water supply requirements.	F	0.50	\$21	A	1.50	\$117	NA	0.00	\$0	2.00	\$116	\$254	\$174	46.07%
1.15	Improvement Plans Residential 21-50 structures and or parcels *See footnote below	Review of roadway, turnaround, building setback, access, and water supply requirements.	F	0.50	\$21	A	2.00	\$156	NA	0.00	\$0	2.50	\$145	\$322	\$174	85.11%
1.16	Improvement Plans Residential > 51 structures and or parcels *See footnote below	Includes 2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	F	0.75	\$32	A	2.50	\$195	NA	0.00	\$0	3.25	\$189	\$415	\$174	138.62%
1.17	Improvement Plans Commercial *See footnote below	Includes 2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	F	0.75	\$32	A	2.50	\$195	NA	0.00	\$0	3.25	\$189	\$415	\$174	138.62%
1.18	Grading Plans DPW Residential 1-5 structures or parcels	Includes 2 Review of roadways, turnaround, building setback, access, and water supply requirements.	F	0.75	\$32	A	1.00	\$78	NA	0.00	\$0	1.75	\$102	\$211	\$153	38.17%
1.19	Grading Plans DPW Residential 6-20 structures or parcels	Includes 2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	F	0.75	\$32	A	1.50	\$117	NA	0.00	\$0	2.25	\$131	\$279	\$153	82.57%
1.20	Grading Plans DPW Residential 21-50 structures and or parcels *See footnote below	2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	F	0.75	\$32	A	2.00	\$156	NA	0.00	\$0	2.75	\$160	\$347	\$153	126.97%
1.21	Grading Plans DPW Residential > 51 structures and or parcels *See footnote below	2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	F	0.75	\$32	A	3.00	\$234	NA	0.0	\$0	3.75	\$218	\$483	\$153	215.78%
1.22	Grading Plans Commercial *See footnote below	2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	F	0.75	\$32	A	2.50	\$195	NA	0.00	\$0	3.25	\$189	\$415	\$153	171.38%
1.23	Grading Plan (Building Division)	Includes 2 reviews, written response and database entry	F	0.75	\$32	A	1.00	\$78	NA	0.00	\$0	1.75	\$102	\$211	\$153	38.17%

1.24	Remote Water Meter, water line extension	Includes travel, site inspection, review and written response and database entry	F	0.50	\$21	D	0.50	\$33	D	0.50	\$33	1.50	\$87	\$175	New Category	NA
1.25	Plan Change/As-Built (regardless of submittal number)	Plan Review for any Plan Change or As-built Plan	F	0.50	\$21	D	1.00	\$66	NA	0.00	\$0	1.50	\$87	\$175	\$153	14.12%
1.26	Third and Subsequent Plan Submittals. *See footnote below	Third plan submittal and all subsequent re-submittals.	F	0.50	\$21	D	1.00	\$66	NA	0.00	\$0	1.50	\$87	\$175	\$51	242.36%
Reference Number	PLAN REVIEWS AND INSPECTIONS	Fee Description										Review & Inspection Time (hrs)		Fee		
2.1	Site Plan Review 1 dwelling Conceptual or Consultation	Conceptual review of site plan or meeting for access, water supply, clearance and fire code requirements for a single occupancy.	F	0.50	\$21	D	1.25	\$83	E	0.00	\$0	1.75	\$102	\$206	\$139	47.96%
2.2	Site Plan Review 2 or more dwellings Conceptual or Consultation	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	0.50	\$21	D	1.75	\$116	E	1.00	\$60	3.25	\$189	\$386	\$306	26.22%
2.3	New residential construction (up to 3,000 square foot)	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.00	\$66	E	1.25	\$76	3.25	\$189	\$373	\$306	21.90%
2.4	New residential construction (3,001 - 6,000 square foot)	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.25	\$83	E	1.50	\$91	3.75	\$218	\$434	\$306	41.72%
2.5	New residential construction (6,001 - 9,000 square foot)	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.50	\$116	E	1.50	\$91	4.00	\$232	\$481	\$383	25.66%
2.6	New residential construction (9,001-12,000 square foot) *See footnote below	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.75	\$116	E	1.75	\$106	4.50	\$261	\$525	\$383	37.18%
2.7	New residential construction (12,001 square foot and up) *See footnote below	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.75	\$116	E	2.00	\$121	4.75	\$276	\$555	\$408	36.03%
2.8	Residential addition or remodel 0-3,000 SF	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.00	\$66	E	1.00	\$60	3.00	\$174	\$343	\$153	124.44%
2.9	Residential addition or remodel 3,001-6,000 SF	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.25	\$83	E	1.00	\$60	3.25	\$189	\$374	\$153	144.74%
2.10	Residential addition or remodel 6,001-9,000 SF	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.25	\$83	E	1.25	\$76	3.50	\$203	\$404	\$153	164.09%
2.11	Residential addition or remodel 9,001-12,000 SF *See footnote below	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	1.00	\$43	D	1.50	\$99	E	1.50	\$91	4	\$232	\$465	\$153	203.75%
2.12	Residential addition or remodel 12,001 or more *See footnote below	Review of plans for fire & building code compliance for new construction and 1 field inspection	F	1.00	\$43	D	1.75	\$116	E	1.50	\$91	4.25	\$247	\$496	\$153	224.05%
2.13	Accessory Dwelling Unit Under 1,200 SF Outbuildings, Detached Garages or Detached Outdoor Living Areas *See footnote below	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	F	0.50	\$21	D	1.00	\$66	E	1.00	\$60	2.5	\$145	\$293	\$105	179.08%
2.14	Residential Building Plans for Planned Communities (Model Homes - per Floor plan) *See footnote below	Includes 2 Reviews of building plan for fire & building code compliance for new construction	F	0.75	\$32	D	2.75	\$182	E	0.00	\$0	3.5	\$203	\$417	New Category	NA
2.15	Residential Building Plot Plans for Planned Communities. *See footnote below	Includes 2 Reviews of site plan phases for fire & building code compliance for new construction	F	0.75	\$32	D	1.25	\$83	E	0.00	\$0	2	\$116	\$231	New Category	NA
2.16	Planned Community Residential Building Finals. Fee per Dwelling Unit	Building final per Dwelling or Unit, 1 inspection	F	0.50	\$21	D	0.00	\$0	E	1.00	\$60	1.5	\$87	\$169	New Category	NA
2.17	Custom Residential Re-Inspections *See footnote below	1 field inspection	F	0.25	\$11	D	0.00	\$0	E	1.25	\$76	1.5	\$87	\$173	New Category	NA
2.18	Residential Plan Change/As-Built (regardless of submittal number)	Plan Review for any Plan Change or As-built Plan	F	0.5	\$21	D	0.75	\$50	E	0.00	\$0	1.25	\$73	\$144	New Category	NA
2.19	Third and Subsequent Plan Submittals *See footnote below	Third plan submittal and all subsequent re-submittals.	F	0.5	\$21	D	1.00	\$66	E	0.00	\$0	1.5	\$87	\$175	New Category	NA
Reference Number	LANDSCAPE PLAN REVIEWS AND INSPECTIONS	Fee Description										Review & Inspection Time (hrs)		Fee		
3.1	Site Plan Review Landscape (Single Occupancy) Preliminary Review for Conceptual Landscaping or Consultation	Conceptual review or Consultation on site for landscape and vegetation	F	0.25	\$11	E	1.00	\$60	E	0.00	\$0	1.25	\$73	\$144	\$134	7.17%
3.2	Small Landscape plan/ Miscellaneous Landscape Feature review	Review of small landscape modification or changes for fire safe planting or landscaping structures such as trellis, BBQ Island (does not include covered patios) 1 field inspection.	F	0.5	\$21	E	0.50	\$30	E	0.75	\$45	1.75	\$102	\$198	\$80	148.00%
3.3	Residential Landscape Plans for 1 single family dwelling	Review of plans for fire safe planting for new residential construction and 1 field inspections. Custom Home	F	0.5	\$21	E	1.00	\$60	E	1.50	\$91	3	\$174	\$346	\$241	43.75%

3.4	Planned Community Residential Landscape Plans. Per model *See footnote below	Review of plans for fire safe planting for new residential construction Production Unit	F	0.5	\$21	E	1.50	\$91	E	0.00	\$0	2	\$116	\$228	\$455	-49.89%
3.5	Commercial/Industrial/Multi-Family Landscape Plans *See footnote below	Review of plans for fire safe planting for new construction	F	0.5	\$21	E	2.00	\$121	E	0.00	\$0	2.5	\$145	\$287	\$445	-35.46%
3.6	Landscape Inspection *See footnote below	1 field inspection custom homes, multi-family, and commercial per building	F	0.25	\$11	E	0.00	\$0	E	1.25	\$76	1.5	\$87	\$173	New Category	NA
3.7	Landscape Inspections per Production Unit	1 Field Inspection	F	0.25	\$11	E	0.00	\$0	E	0.75	\$45	1	\$58	\$114	New Category	NA
3.8	Landscape Re-Inspection	1 Field Inspection	F	0.25	\$11	E	0.00	\$0	E	1.00	\$60	1.25	\$73	\$144	New Category	NA
3.9	Landscaping Plan Change/As Builds (regardless of number)	Plan Review	F	0.25	\$11	E	1.00	\$60	E	0.00	\$0	1.25	\$73	\$144	New Category	NA
3.10	Third and Subsequent Landscape Plan Submittals.	Third plan submittal and all subsequent re-submittals.	F	0.25	\$11	E	1.00	\$60	E	0.00	\$0	1.25	\$73	\$144	New Category	NA
Reference Number	COMMERCIAL PLAN REVIEW AND INSPECTIONS	Fee Description										Review & Inspection Time (hrs)	Overhead	Fee		
4.1	Site Inspection Commercial/Multi-Family	Field inspection of site for access, water supply, clearance and fire code requirements for a commercial occupancy	F	0.25	\$11	A	0	\$0	D	1.5	\$99	1.75	\$102	\$212	New Category	NA
4.2	Multi-Family Building Plans 1-5 units	Includes 2 Plan Reviews for fire & building code compliance with new construction	F	1.00	\$43	A	2.50	\$195	D	0.00	\$0	3.5	\$203	\$440	\$625	-29.54%
4.3	Multi-Family Building Plans 6-10 units	Includes 2 Plan Reviews for fire & building code compliance with new construction	F	1.00	\$43	A	3.00	\$234	D	0.00	\$0	4	\$232	\$508	\$625	-18.67%
4.4	Multi-Family Building Plans 11 units and more *See footnote below	Includes 2 Plan Reviews for fire & building code compliance with new construction	F	1.00	\$43	A	4.00	\$311	D	0.00	\$0	5	\$290	\$644	\$625	3.07%
4.5	Commercial Tenant Improvement 0-5,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	F	1.00	\$43	A	2.25	\$175	D	0.00	\$0	3.25	\$189	\$406	\$313	29.85%
4.6	Commercial Tenant Improvement 5001-15,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	F	1.00	\$43	A	2.50	\$195	D	0.00	\$0	3.5	\$203	\$440	\$313	40.70%
4.7	Commercial Tenant Improvement 15,001-50,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	F	1.00	\$43	A	3.00	\$234	D	0.00	\$0	4	\$232	\$508	\$313	62.40%
4.8	Commercial Tenant Improvement over 50,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	F	1.00	\$43	A	3.50	\$273	D	0.00	\$0	4.5	\$261	\$576	\$313	84.11%
4.9	New Commercial/Industrial Building Plans 0-5,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	F	1.00	\$43	A	2.75	\$214	D	0.00	\$0	3.75	\$218	\$474	\$626	-24.23%
4.10	New Commercial/Industrial Building Plans 5001-15,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	F	1.00	\$43	A	3.00	\$234	D	0.00	\$0	4	\$232	\$508	\$626	-18.80%
4.11	New Commercial/Industrial Building Plans 15,001-50,000 SF *See footnote below	Includes 2 Plan Reviews for fire & building code compliance for new construction	F	1.00	\$43	A	4.00	\$311	D	0.00	\$0	5	\$290	\$644	\$626	2.91%
4.12	New Commercial/Industrial Building Plans over 50,000 SF *See footnote below	Includes 2 Plan Reviews for fire & building code compliance for new construction	F	1.00	\$43	A	4.50	\$350	D	0.00	\$0	5.5	\$319	\$712	\$626	13.76%
4.13	Small Commercial Building Final (up to 5,000 SF)	1 field inspection	F	0.25	\$11	D	0.00	\$0	E	1.00	\$60	1.25	\$73	\$144	New Category	NA
4.14	Commercial Building Final *See footnote below	1 field inspection	F	0.25	\$11	D	0.00	\$0	E	1.50	\$91	1.75	\$102	\$203	New Category	NA
4.15	Additional Inspection	1 field inspection	F	0.25	\$11	D	0.00	\$0	E	1.50	\$91	1.75	\$102	\$203	New Category	NA
4.16	Commercial Re-inspection	1 Field Inspection	F	0.25	\$11	D	0.00	\$0	E	1.00	\$60	1.25	\$73	\$144	New Category	NA
4.17	Commercial Plan Change/As Builds (regardless of submittal number)	1 Plan review	F	0.50	\$21	D	1.50	\$117	E	0.00	\$0	2	\$116	\$254	New Category	NA
4.18	Third and Subsequent Plan Submittals.	Third plan submittal and all subsequent re-submittals.	F	0.50	\$21	D	1.00	\$78	E	0.00	\$0	1.50	\$87	\$186	\$51	265.14%
Reference Number	FIRE PROTECTION SYSTEM PLAN REVIEWS AND INSPECTIONS	Fee Description										Review & Inspection Time (hrs)		Fee		
5.1	Residential fire sprinkler system, 13D Plan Review for 1 SFD < 6000 sq ft	Plan review of residential fire sprinkler system 13-D one or two family dwelling. Includes 2 plan reviews and 2 inspections	F	0.50	\$21	D	0.75	\$50	D	1.50	\$99	2.75	\$160	\$330	\$230	43.44%

5.2	Residential fire sprinkler system, 13D Plan Review for 1 SFD > 6000 sq ft.	Plan review of residential fire sprinkler system 13-D one or two family dwelling. Includes 2 plan reviews and 2 inspections	F	0.50	\$0	D	0.75	\$50	D	2.00	\$132	3.25	\$189	\$371	\$230	61.16%
5.3	Residential fire sprinkler plans for master planned communities - model homes. Fee x per floor plan	Plan review of residential fire sprinkler system 13-D one or two family dwellings. Includes one resubmittal	F	0.50	\$21	D	1.75	\$116	E	0.00	\$0	2.25	\$131	\$268	\$230	16.43%
5.4	Small residential fire sprinkler system plan review	Residential fire sprinkler system (4 or less sprinkler heads) Includes 1 Plan Review & 1 Inspection	F	0.50	\$21	E	0.50	\$30	E	0.75	\$45	1.75	\$102	\$198	\$153	29.67%
5.5	Residential fire sprinkler inspections. Fee x per Production Units	Inspection fee for NFPA 13D system, includes 2 field inspections (master planned communities)	F	0.25	\$11	D	0.00	\$0	E	2.00	\$121	2.25	\$131	\$262	\$230	13.93%
5.6	Additional Residential Fire Sprinkler Inspections Partial, Beam Visual, Overstack, failed etc.	1 Inspection fee for NFPA 13D system	F	0.25	\$11	D	0.00	\$5	E	1.50	\$91	1.75	\$102	\$208	New Category	NA
5.7	Hydrant Fire Flow Test	1 Inspection	F	0.25	\$11	D	0.00	\$0	E	1.25	\$76	1.50	\$87	\$173	New Category	NA
5.8	Multi Family or NFPA 13 or 13R Fire Sprinkler System Plan Review. Fee x per unit	Plan Review of an NFPA 13 or 13R Sprinkler System, includes 2 Plan Reviews	F	0.50	\$21	A	2.00	\$156	E	0.00	\$0	2.50	\$145	\$322	\$230	40.04%
5.9	Multi Family or NFPA 13R Fire Sprinkler System Inspection. Fee x each unit	NFPA 13 or 13R Sprinkler System, (2 Field Inspections)	F	0.50	\$21	A	0.00	\$0	E	2.00	\$121	2.50	\$145	\$287	\$230	24.88%
5.10	Fire Inspection for NFPA 13/13R Sprinkler System	Includes travel time and 1 field inspection	F	0.50	\$21	A	0.00	\$0	E	1.25	\$76	1.75	\$102	\$198	\$230	-13.74%
5.11	Small commercial fire sprinkler system NFPA 13	Plan review of small commercial fire sprinkler system (with the addition of 4 or less sprinkler heads) Includes 1 Plan Review & 1 field inspection	F	0.50	\$21	A	1.00	\$78	E	1.25	\$76	2.75	\$160	\$334	\$225	48.56%
5.12	Commercial Sprinkler Tenant Improvement - NFPA 13 System	Plan review of existing commercial sprinkler system (5 or more sprinkler heads) Includes 2 Plan Reviews & 2 field inspections.	F	1.00	\$43	A	1.00	\$78	E	2.50	\$151	4.50	\$261	\$533	\$179	197.58%
5.13	Commercial fire sprinkler system - Plan Review NFPA 13	Plan review of new commercial fire sprinkler system Includes 2 Plan Reviews & 2 field inspections	F	1.00	\$43	A	1.00	\$78	E	3.50	\$212	5.50	\$319	\$651	\$225	189.38%
5.14	Underground Fire Line for a Sprinkler System or Fire Hydrant Plan Review *See footnote below	Plan review of underground fire line for NFPA 13R, or 13 Sprinkler System or Fire Hydrant, Includes 2 Plan Reviews & 4 Inspections	F	1.00	\$43	A	1.50	\$117	E	4.00	\$242	6.50	\$377	\$778	\$174	347.27%
5.15	Underground Fire Line Repair *See footnote below	Includes 1 Plan Review and 2 Inspections	F	0.75	\$32	A	0.50	\$39	E	2.00	\$121	3.25	\$189	\$380	\$179	112.48%
5.16	In Rack Fire Sprinkler System New or TI	2 Plan reviews and 2 Inspections	F	1.00	\$43	A	1.00	\$78	E	2.50	\$151	4.50	\$261	\$533	New Category	NA
5.17	Pre-Action System	Sprinkler portion only, (Includes Plan review and 3 Inspections) Plan shall be reviewed by an approved third party consultant	F	1.00	\$43	A	2.00	\$156	E	3.75	\$227	6.75	\$392	\$817	New Category	NA
5.18	Kitchen Hood/Fire Suppression System	Includes a plan review and 1 field inspection	F	1.00	\$43	A	1.50	\$117	E	1.50	\$91	4.00	\$232	\$482	\$230	109.64%
5.19	Special Fire Suppression Systems	Plan Review and 1 Inspection for Clean Agent System, Water Mist or Dry Chemical System, Foam System	F	1.00	\$43	A	2.00	\$156	E	2.00	\$121	5.00	\$290	\$609	\$230	164.92%
5.20	Fire Sprinkler Monitoring System	Includes 2 Plan Reviews and 4 Field Inspections (Pre-wire, 24 hour battery, Power off test, final inspection)	F	1.00	\$43	A	1.50	\$117	E	3.00	\$181	5.50	\$319	\$660	\$230	186.88%
5.21	Fire Alarm System (0-10 Devices)*See footnote below	Includes 2 Plan Reviews and 4 field inspections (Pre-wire, 24 hour battery, final inspection)	F	1.00	\$43	A	1.00	\$78	E	4.00	\$242	6.00	\$348	\$710	\$230	208.83%
5.22	Fire Alarm System (11-25 Devices)*See footnote below	Includes 2 Plan Reviews and 4 field inspections (Pre-wire, 24 hour battery, final inspection)	F	1.00	\$43	A	1.50	\$117	E	4.00	\$242	6.50	\$377	\$778	\$230	238.37%
5.23	Fire Alarm System (more than 26 devices)*See footnote below	Includes 2 Plan Reviews and 4 field inspections (Pre-wire, 24 hour battery, final inspection)	F	1.00	\$43	A	2.00	\$156	E	5.00	\$302	8.00	\$464	\$965	\$230	319.40%
5.24	Water Tank Installation	Underground piping inspection, plan review, final inspection.	F	1.00	\$43	A	1.00	\$78	E	2.50	\$151	4.50	\$261	\$533	New Category	NA
5.25	Additional System Inspections	1 Field Inspection	F	0.25	\$11	D	0.00	\$0	E	1.25	\$76	1.50	\$87	\$173	New Category	NA
5.26	Spray Booth Extinguishing Systems	Includes 2 plan reviews and 1 field inspection	F	1.00	\$43	A	1.50	\$117	A	1.50	\$117	4.00	\$232	\$508	\$521	-2.43%
5.27	Booster Pumps for sprinkler system or fire hydrants	Includes 2 plan reviews and 2 field inspection	F	1.00	\$43	A	1.50	\$117	A	1.50	\$117	4.00	\$232	\$508	\$521	-2.43%
5.28	Fire Pumps	Includes 2 plan reviews and 2 field inspection	F	1.00	\$43	A	1.50	\$117	A	2.50	\$195	5.00	\$290	\$644	\$521	23.64%
5.29	Smoke control Systems	Includes a plan review and 4 field inspection (engineered electro-mechanical system)	F	1.00	\$43	A	2.00	\$156	A	6.00	\$467	9.00	\$522	\$1,188	\$521	127.96%

5.30	Smoke Management Systems *See footnote below	Includes a plan review and 4 field inspections. Roof hatch ventilation for smoke removal in high atrium spaces-Smoke exhaust fans in parking garages-Pressurization fans in stairwells	F	1.00	\$43	A	2.00	\$156	A	6.00	\$467	9.00	\$522	\$1,188	\$521	127.96%
5.31	Plan Change/As Builds (regardless of submittal number)	1 Plan review	F	0.50	\$21	D	1.50	\$117	E	0.00	\$0	2	\$116	\$254	New Category	NA
5.32	Third and Subsequent Plan Submittals, plan changes or as-builds	Third plan submittal and all subsequent re-submittals, or any Plan change or As build	F	0.50	\$16	D	1.00	\$66	E	0.00	\$0	1.50	\$87	\$169	\$51	231.89%
Reference Number	ADDITIONAL PLAN REVIEWS AND INSPECTIONS	Fee Description										Review & Inspection Time (hrs)		Fee		
6.1	High Piled Storage Plan	Includes 2 plan reviews and 1 field inspection	F	1.00	\$43	A	1.50	\$117	A	2.00	\$156	4.50	\$261	\$576	\$521	10.60%
6.2	Rack Storage Plan	Includes 2 plan reviews and 1 field inspection	F	1.00	\$43	A	1.50	\$117	A	1.50	\$117	4.00	\$232	\$508	\$521	-2.43%
6.3	Standpipes	Includes 2 plan reviews and 1 field inspection	F	1.00	\$43	A	1.50	\$117	B	2.00	\$156	4.50	\$261	\$576	\$521	10.60%
6.4	Above Ground Tank Installation	2 Plan Reviews and 2 Inspections	F	1.00	\$43	A	2.00	\$156	A	2.00	\$156	5.00	\$290	\$644	New Category	NA
6.5	Above Ground Tank Removal	2 Plan Reviews and 2 Inspections	F	1.00	\$43	A	1.00	\$78	A	2.50	\$195	4.50	\$261	\$576	New Category	NA
6.6	Underground Tank Installation *See footnote below	2 Plan Reviews and 4 Inspections	F	1.00	\$43	A	3.00	\$234	A	5.00	\$389	9.00	\$522	\$1,188	New Category	NA
6.7	Underground Tank Removal *See footnote below	2 Plan Reviews and 4 Inspections	F	1.00	\$43	A	3.00	\$234	A	5.00	\$389	9.00	\$522	\$1,188	New Category	NA
6.8	Residential Photovoltaic Systems (Solar)	2 Plan reviews	F	0.25	\$11	A	0.25	\$19	E	0.50	\$30	1.00	\$58	\$118	\$70	69.09%
6.9	Commercial Photovoltaic Systems (Solar)	2 Plan reviews and 1 Inspection	F	0.50	\$21	A	0.50	\$39	A	1.50	\$117	2.50	\$145	\$322	\$70	360.13%
6.10	Radio Amplification Systems	Emergency Responder Radio Coverage 2 Plan Reviews and 1 Inspection	F	1.00	\$43	A	2.00	\$156	A	2.00	\$156	5.00	\$290	\$644	New Category	NA
6.11	Alternative Means and Methods, Performance Based Design	2 Plan Reviews and 1 Inspection	F	1.00	\$43	A	2.00	\$156	A	1.50	\$117	4.50	\$261	\$576	New Category	NA
6.12	Technical Reports - High Piled Storage, Hazardous Materials, Control Areas, Special Hazard Installations *See footnote below	2 Plan Reviews and 2 Inspections	F	1.00	\$43	A	2.00	\$156	A	2.00	\$156	5.00	\$290	\$644	New Category	NA
6.13	Cellular Sites	2 Plan Reviews and 1 Inspection	F	1.00	\$43	A	1.00	\$78	A	1.50	\$117	3.50	\$203	\$440	\$209	110.71%
6.14	Cellular Sites with Generator	2 Plan Reviews and 1 Inspection	F	1.00	\$43	A	1.50	\$117	A	1.50	\$117	4.00	\$232	\$508	\$209	143.21%
6.15	Gas Systems Medical Gas, Industrial Gas (Including piping and manifolds)	2 Plan Reviews and 2 Inspections	F	1.00	\$43	A	1.50	\$117	A	2.00	\$156	4.50	\$261	\$576	New Category	NA
6.16	Battery Systems	2 Plan Reviews and 1 Inspection	F	1.00	\$43	A	2.00	\$156	A	2.00	\$156	5.00	\$290	\$644	New Category	NA
6.17	Dry Cleaning (Includes Cleaning Solution) Quantity must exceed 330 or 660 gallons	2 Plan Reviews and 1 Inspection	F	1.00	\$43	A	2.00	\$156	A	1.50	\$117	4.50	\$261	\$576	\$521	10.60%
6.18	Special Hazard Installations- industrial ovens, refrigeration systems, Vapor Recovery, Dust Collection etc. *See footnote below	2 Plan reviews and 1 inspection industrial ovens, refrigeration systems, etc. Plan review conducted by an approved third party consultant at an additional cost.	F	1.00	\$43	A	2.00	\$156	A	1.50	\$117	4.50	\$261	\$576	\$521	10.60%
Reference Number	OTHER SERVICES NOT LISTED	Fee Description										Review & Inspection Time (hrs)		Fee		
7.1	Stamp Approval Transfer	Reviewing plans and transferring necessary stamps	F	0.25	\$11	D	0.75	\$50	D	0	\$0	1.00	\$58	\$118	\$53	123.33%
7.2	Code Appeal	Review of an appeal for an application of a fire code for matters other than a building permit or discretionary permit. This fee is non-refundable.	F	1.00	\$43	A	3.00	\$234	A	0	\$0	4.00	\$232	\$508	\$417	21.90%
7.3	Knox Key Installation	Site inspection of installation of and proper operation of Knox key device.	F	0.25	\$11	E	0.00	\$0	C	0.7	\$40	0.95	\$55	\$106	\$70	51.51%
7.4	Business License Inspection/Operational Permit (SDSO, CCLB, or other outside agency)	Conduct inspection of new business for compliance with State Codes, issue an operational permit to business owner.	F	0.50	\$21	D	0.50	\$33	E	0.5	\$30	1.50	\$87	\$172	\$179	-4.08%
7.5	Annual Inspection re-inspection	Conduct re-inspection of existing business (3rd and subsequent inspections)	F	0.25	\$11	E	0.00	\$0	E	1	\$60	1.25	\$73	\$144	\$204	0.00%
7.6	Inspection Cancellation Fee	Failure to cancel field inspection within 24 hours of set appointment (per failure)	F	0.25	\$11	D	0.00	\$0	E	0.50	\$33	0.75	\$44	\$87	\$139	-37.19%

7.7	Expedited Plan Check and/or Overtime Plan Review at discretion of FM per current workload	Overtime plan review = (1.5) x the normal plan check rate													Fee x (1.5)	New Category	NA	
7.8	Reproduction of Fire District Documents	\$5.00 for the first 5 pages, \$.70 for each additional page thereafter													Admin Time, plus materials		NA	
7.9	Reproduction of Fire District Documents on CD	Per CD													Admin Time, plus materials		NA	
7.10	Public Records Request	.10 per copy; Admin time making copies													Admin Time, plus materials		NA	
7.11	Copies of Large Plans (C,D & E Size)	Copies - Building, site plan, Landscaping, Fire Sprinklers and Grading.													Admin Time, plus materials		NA	
7.12	Color Copies Photos	Time, plus \$1.00 per copy													Admin Time, plus materials		NA	
7.13	Documents sent electronically, or accessed via the web site: www.rsf-fire.org	Time, plus materials													Admin Time, plus materials		NA	
7.14	Annexation Fees	Each Acre or Portion thereof													\$1,000	\$1,000	0.00%	
		Each Dwelling Parcel													\$500	\$500	0.00%	
		Each Commercial/Industrial Parcel													\$1,000	\$1,000	0.00%	
7.15	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	\$50	NA	
7.16	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	\$250	NA
7.17	Returned Check Fee	Actual cost													Actual Cost		NA	
7.18	Postage/supplies Cost	Services not otherwise specified herein													Actual Cost		NA	
7.19	Other services not listed	Apparatus charge													OES Rate (apparatus, crew, admin rate)		NA	
Reference Number	WEED ABATEMENT AND INSPECTIONS	Fee Description		Review & Inspection Time (hrs)											Fee			
8.1	Weed abatement re-inspection	Conduct legal noticing and re-inspections of a property which remains non-compliant. Fees on third and subsequent inspections	F	0.50	\$21	C	0.00	\$0	C	1.50	\$86	2.00	\$116	\$224	\$214	4.52%		
8.2	Forced weed abatement administrative fee (Expense of abatement Report and Hearing) (Ordinance 15-01)	Includes above, plus work order, description of work, contractor meetings, expense of abatement, inspections, billing, and report. NOTE: 1.5 hours added for Admin billing	F	1.00	\$43	C	0.00	\$0	C	6.00	\$345	7.00	\$406	\$794	\$500	58.80%		
Reference Number	SPECIAL EVENTS AND INSPECTIONS	Fee Description		Review & Inspection Time (hrs)											Fee			
9.2	Temporary Membrane Structures, Tents and Canopies Small 0-5,000 Sq ft	Permit and Inspection fee, includes permit, plan review, travel to and from and data entry	F	0.25	\$11	E	0.50	\$30	E	1.25	\$72	2.00	\$116	\$229	\$193	18.56%		
9.3	Temporary Membrane Structures, Tents and Canopies Large over 5,000 Sq ft. *See footnote below	Permit and Inspection fee, includes permit, plan review, travel to and from and data entry	F	0.25	\$11	E	0.50	\$17	E	2.00	\$121	2.75	\$160	\$308	\$193	59.38%		
9.4	Special Events (Not including membrane structures, tents and canopies)	Site plan review, site inspection, travel to and from and data entry. NOTE:												Hourly Rate	\$105	NA		
9.5	Pyrotechnics Display footnote below	*See Application review, pre-site inspection, pyrotechnic product inspection and setup, event, post show inspection, travel to and from and data entry. NOTE: Additional standby time will be billed at the Fully burned wage rate.	F	0.50	\$21	A	1.00	\$195	D	2.00	\$115	3.50	\$203	\$534	\$306	74.55%		
9.6	Inspection Cancellation Fee	Failure to cancel field inspection within 24 hours of set appointment (per failure) Inspection shall be cancelled by 7:30 am on the day of the inspection.	F	0.25	\$11	D	0.00	\$0	D	0.50	\$33	0.75	\$44	\$87	\$139	-37.19%		
9.7	Additional Inspection	Includes travel time and additional special event inspection	F	0.25	\$11	D	0.00	\$0	E	1.00	\$66	1.25	\$73	\$149	New Category	NA		
9.8	Expedited Inspection and/or Overtime Inspection	Special event, tent etc.												Overtime Rate	New Category	NA		
Reference Number	RENTAL FEES	Fee Description		Review & Inspection Time (hrs)											Fee			
10.1	Training Tower w/ grounds	No Burn Room (per day)												\$400	\$400	0.00%		
10.2	Training Grounds	Per day fee.												\$250	\$200	25.00%		

10.3	Burn room	Per Hour, plus tower fee. Includes three personnel to run the burn room and fuel costs														\$200 per hr.	\$200	NA
10.4	Propane	Propane consumed during training														Actual Cost		NA
10.5	Ventilation Prop	Per day fee. Outside agency required to replace and repair all materials use on the prop														\$150	\$150	0.00%
10.6	Confined Space prop	Per day fee														\$150	\$150	0.00%
10.7	Drafting/Testing Pit	Per Fire Apparatus														\$50	\$50	0.00%
10.8	Clean up	If not done by using agency														\$150 hr.	\$150	0.00%
10.9	Water Use	Actual cost														Actual Cost	NA	NA
Reference Number	PREVENTION HOURLY RATE	Fee Description												Review & Inspection Time (hrs)	Direct & Indirect Costs	Fee		
11.1	Regular Rate = Average labor + D/ID Costs															\$ 124	\$ 139	-10.79%
11.2	Overtime Rate = Average labor *1.5 + D/ID Costs															\$ 150		
*Additional hourly rate will apply if base rate is exceeded																		

Prevention Staff Positions - Fully Burdened Labor Rate				
Prevention Staff Positions	Annual Salary without Benefits	Hourly Wage without Benefits	Annual Salary/w Benefits	Hourly Wage/w Benefits
Fire Marshal	\$ 137,214	\$ 66	\$ 161,968	\$ 78
Lenahan -FPS II / Forester	\$ 101,820	\$ 49	\$ 131,718	\$ 63
Berry - FPS	\$ 92,701	\$ 45	\$ 119,693	\$ 58
Average of FPS			\$ 125,706	\$ 60
Office Support Coordinator	\$ 64,087	\$ 31	\$ 88,835	\$ 43
Prevention Hourly Rate				
Regular Rate = Average labor + D/ID Costs				\$ 124
Overtime Rate = Average labor *1.5 + D/ID Costs				\$ 150

Indirect Labor Costs - Administrative Overhead				
Admin Overhead	Annual Salary/w Benefits 01/01/19	Hourly Wage/w Benefits	Percentage to Fire Prevention	Hourly
Fire Chief	\$ 311,140	\$ 150	10%	\$ 15
Operations Chief	\$ 258,502	\$ 124	1%	\$ 1
Human Resources	\$ 136,048	\$ 65	3%	\$ 2
Finance Manager	\$ 136,048	\$ 65	3%	\$ 2
Accounting Specialist - Payroll	\$ 100,167	\$ 48	6%	\$ 3
Accounting Technician	\$ 84,046	\$ 40	2%	\$ 1
Education Specialist	\$ 125,269	\$ 60	2%	\$ 1
Prevention Overhead Rate				\$ 25
Percentage of Activity Assigned			70%	\$ 18

Direct/Indirect Support Costs			
Budget Category	Annual Cost	Percentage to Fire Prevention	Annual Cost Prevention
Building Space Cost @2.41 sq. ft	\$174,966	65%	\$113,728
Elec/Gas/Propane ADMIN	\$12,271	70%	\$8,590
Janitorial Supplies	\$9,512	10%	\$951
Janitorial Services	\$5,847	70%	\$4,093
Association Fees	\$31,060	65%	\$20,189
Office Supplies	\$13,474	20%	\$2,695
Postage & Service	\$5,164	50%	\$2,582
Outside Printing & Binding	\$5,075	30%	\$1,522
Shipping Service	\$1,124	25%	\$281
Flags (State, USA)	\$416	0%	\$0
Accounting/Audit Services	\$19,685	5%	\$984
Advertising	\$1,357	10%	\$136

Direct/Indirect Support Costs			
Budget Category	Annual Cost	Percentage to Fire Prevention	Annual Cost Prevention
Association Dues	\$12,043	30%	\$3,613
Subscriptions	\$2,215	40%	\$886
Repair Machines & Office Equipment	\$1,469	20%	\$294
Legal Services	\$22,976	30%	\$6,893
Copier Maintenance Contract	\$12,040	50%	\$6,020
Consulting Services	\$6,049	15%	\$907
Background Investigation	\$1,481	0%	\$0
Human Resource Services	\$4,396	10%	\$440
Mileage Reimbursement	\$198	0%	\$0
Parking/Toll Fee	\$123	25%	\$31
Bulk Rate/Business Reply Permit	\$225	25%	\$56
Awards/Proclamations	\$4,648	10%	\$465
Bank Charges - Administrative Fees	\$4,032	10%	\$403
Post Office Box Rental	\$236	30%	\$71
Commercial - Liability - Auto Coverage	\$94,494	15%	\$14,174
Station Maintenance Admin-10	\$798	65%	\$519
Building ADMIN	\$10,943	65%	\$7,113
Alarm System Monitoring - Admin	\$624	65%	\$406
Computer - License/Software	\$14,986	15%	\$2,248
Computer Equipment & Parts	\$16,588	15%	\$2,488
On Line Services & Cable	\$480	25%	\$120
Computer Hardware	\$27,017	15%	\$4,053
Computer Programming - Custom FP & PR & WS	\$36,878	15%	\$5,532
Wintech Contract Services	\$82,550	15%	\$12,383
Radio Equipment Replacement	\$81,435	10%	\$8,143
Radio Programming	\$5,348	10%	\$535
Cellular Phones New/Replacement	\$1,031	10%	\$103
Cellular parts/supplies	\$583	10%	\$58
800 MHz Network Admin Fees	\$36,218	10%	\$3,622
Radio (Mobile Repair)	\$653	10%	\$65
Telephone Repair	\$1,328	25%	\$332
Radio (Portable) Repair	\$497	15%	\$75
CAP Code Paging Service-Monthly Service	\$1,095	4%	\$44
Telephone - Cellular	\$19,078	20%	\$3,816
Radio Equipment Minor	\$10,481	10%	\$1,048
Cable Service - Admin	\$4,914	50%	\$2,457
Telephone ADMIN	\$10,348	60%	\$6,209

Direct/Indirect Support Costs			
Budget Category	Annual Cost	Percentage to Fire Prevention	Annual Cost Prevention
Prevention - Overnight Cont/Seminars	\$370	100%	\$370
Fuel	\$58,407	8%	\$4,673
Prevention - Vehicle Deprecation	\$23,333	100%	\$23,333
Prevention - Meal/Lodging/Travel Exp	\$553	100%	\$553
Prevention - Uniforms	\$2,000	100%	\$2,523
Prevention - Vehicle maintenance	\$4,500	100%	\$4,500
Prevention - Regional	\$3,236	100%	\$3,236
Total Annual Direct/Indirect Support costs	\$902,848	Fire Prevention Share	\$290,558
Percentage value = /2080			\$140
Divided by # of FTE FP Employees (3.5)			\$40

Total Overhead Costs - Direct/Indirect Labor and Support Costs				
Administrative Indirect Labor				18
Direct/Indirect Support Costs				40
Fully Burdened Direct/Indirect Support Costs				58

Reference Number	DEVELOPMENT PLAN REVIEW	Fee Description	Fee
1.1	Project Availability Form for Minor Subdivision or Minor Use Permit (New Service Letter - 5 parcels or less)	Review of access, water supply, clearance & fire code requirements for subdivisions or minor use permit	\$186
1.2	Project Availability Form TM Major Subdivision (New Service Letter - 6 parcels or more)	Review of access, water supply, clearance & fire code requirements for subdivisions	\$288
1.3	TPM or Minor Subdivision Service Letter Renewal (5 parcels or less)	Review of access, water supply, clearance & fire code requirements for subdivisions	\$152
1.4	TM or Major Subdivision Service Letter Renewal (6 parcels or more)	Review of access, water supply, clearance & fire code requirements for subdivisions	\$186
1.5	Final Map/Mylar Review (signing all mylar's - 5 parcels or less)	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter	\$186
1.6	Final Map/Mylar Review (signing all mylar's - 6 parcels or more)	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter	\$390
1.7	Release of Map Covenants or letters for release of other projects i.e. coastal commission, planning department, fire flow etc. (review of CC&R's) 2 hours base fee	Site Inspection and written confirmation of installation of covenanted improvements.	\$458
1.8	Major Use Permit (P or MUP) or Site Plan (S or STP) Single Family Dwelling	Includes 2 reviews for access, water supply, clearance and fire code requirements for a MUP or STP	\$237
1.9	Major Use Permit (P or MUP) or Site Plan (S or STP) 2 or more dwelling units	Includes 2 reviews for access, water supply, clearance and fire code requirements for a MUP or STP	\$440
1.10	Fuel Modification Plans or Environmental Review-Mitigated Negative Declaration	Review & comment of project's fire impacts & proposed mitigation (Fire conditions will not impact environmental habitat) Do not need to clear brush	\$220

1.11	Review of Fire Protection Plan footnote below *See	Review and comment letter, Scan fire protection plan into computer system. 6 hours base fee, 1 site visit	\$934
1.12	Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP)	Review of access, water supply and fire code compliance for zoning (ZAP), variance (VAR) and vacation (VAC) , 1 field inspection	\$254
1.13	Improvement Plans Residential 1-5 structures and or parcels	Review of roadway, turnaround, building setback, access, and water supply requirements.	\$220
1.14	Improvement Plans Residential 6-20 structures and or parcels	Review of roadway, turnaround, building setback, access, and water supply requirements.	\$254
1.15	Improvement Plans Residential 21-50 structures and or parcels *See footnote below	Review of roadway, turnaround, building setback, access, and water supply requirements.	\$322
1.16	Improvement Plans Residential > 51 structures and or parcels *See footnote below	Includes 2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	\$415
1.17	Improvement Plans Commercial *See footnote below	Includes 2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	\$415
1.18	Grading Plans DPW Residential 1-5 structures or parcels	Includes 2 Review of roadways, turnaround, building setback, access, and water supply requirements.	\$211
1.19	Grading Plans DPW Residential 6-20 structures or parcels	Includes 2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	\$279
1.20	Grading Plans DPW Residential 21-50 structures and or parcels *See footnote below	2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	\$347
1.21	Grading Plans DPW Residential > 51 structures and or parcels *See footnote below	2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	\$483

1.22	Grading Plans Commercial *See footnote below	2 Reviews of roadway, turnaround, building setback, access, and water supply requirements.	\$415
1.23	Grading Plan (Building Division)	Includes 2 reviews, written response and database entry	\$211
1.24	Remote Water Meter, water line extension	Includes travel, site inspection, review and written response and database entry	\$175
1.25	Plan Change/As-Built (regardless of submittal number)	Plan Review for any Plan Change or As-built Plan	\$175
1.26	Third and Subsequent Plan Submittals. *See footnote below	Third plan submittal and all subsequent re-submittals.	\$175
Reference Number	PLAN REVIEWS AND INSPECTIONS	Fee Description	Fee
2.1	Site Plan Review 1 dwelling Conceptual or Consultation	Conceptual review of site plan or meeting for access, water supply, clearance and fire code requirements for a single occupancy.	\$206
2.2	Site Plan Review 2 or more dwellings Conceptual or Consultation	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$386
2.3	New residential construction (up to 3,000 square foot)	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$373
2.4	New residential construction (3,001 -6,000 square foot)	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$434
2.5	New residential construction (6,001 -9,000 square foot)	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$481

* Additional rate will apply if base rate is exceeded

2.6	New residential construction (9,001-12,000 square foot) *See footnote below	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$525
2.7	New residential construction (12,001 square foot and up) *See footnote below	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$555
2.8	Residential addition or remodel 0-3,000 SF	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$343
2.9	Residential addition or remodel 3,001-6,000 SF	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$374
2.10	Residential addition or remodel 6,001- 9,000 SF	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$404
2.11	Residential addition or remodel 9,001-12,000 SF *See footnote below	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$465
2.12	Residential addition or remodel 12,001 or more *See footnote below	Review of plans for fire & building code compliance for new construction and 1 field inspection	\$496
2.13	Accessory Dwelling Unit Under 1,200 SF Outbuildings, Detached Garages or Detached Outdoor Living Areas *See footnote below	Includes 2 Reviews of plans for fire & building code compliance for new construction and 1 field inspection.	\$293
2.14	Residential Building Plans for Planned Communities (Model Homes - per Floor plan) *See footnote below	Includes 2 Reviews of building plan for fire & building code compliance for new construction	\$417
2.15	Residential Building Plot Plans for Planned Communities. *See footnote below	Includes 2 Reviews of site plan phases for fire & building code compliance for new construction	\$231
2.16	Planned Community Residential Building Finals. Fee per Dwelling Unit	Building final per Dwelling or Unit, 1 inspection	\$169

2.17	Custom Residential Re-Inspections *See footnote below	1 field inspection	\$173
2.18	Residential Plan Change/As-Built (regardless of submittal number)	Plan Review for any Plan Change or As-built Plan	\$144
2.19	Third and Subsequent Plan Submittals *See footnote below	Third plan submittal and all subsequent re-submittals.	\$175
Reference Number	LANDSCAPE PLAN REVIEWS AND INSPECTIONS	Fee Description	Fee
3.1	Site Plan Review Landscape (Single Occupancy) Preliminary Review for Conceptual Landscaping or Consultation	Conceptual review or Consultation on site for landscape and vegetation	\$144
3.2	Small Landscape plan/ Miscellaneous Landscape Feature review	Review of small landscape modification or changes for fire safe planting or landscaping structures such as trellis, BBQ Island (does not include covered patios) 1 field inspection.	\$198
3.3	Residential Landscape Plans for 1 single family dwelling	Review of plans for fire safe planting for new residential construction and 1 field inspections. Custom Home	\$346
3.4	Planned Community Residential Landscape Plans. Per model *See footnote below	Review of plans for fire safe planting for new residential construction Production Unit	\$228
3.5	Commercial/Industrial/Multi-Family Landscape Plans *See footnote below	Review of plans for fire safe planting for new construction	\$287
3.6	Landscape Inspection *See footnote below	1 field inspection custom homes, multi-family, and commercial per building	\$173
3.7	Landscape Inspections per Production Unit	1 Field Inspection	\$114

* Additional rate will apply if base rate is exceeded

3.8	Landscape Re-Inspection	1 Field Inspection	\$144
3.9	Landscaping Plan Change/As Builds (regardless of number)	Plan Review	\$144
3.10	Third and Subsequent Landscape Plan Submittals.	Third plan submittal and all subsequent re-submittals.	\$144
Reference Number	COMMERCIAL PLAN REVIEW AND INSPECTIONS	Fee Description	Fee
4.1	Site Inspection Commercial/Multi-Family	Field inspection of site for access, water supply, clearance and fire code requirements for a commercial occupancy	\$212
4.2	Multi-Family Building Plans 1-5 units	Includes 2 Plan Reviews for fire & building code compliance with new construction	\$440
4.3	Multi-Family Building Plans 6-10 units	Includes 2 Plan Reviews for fire & building code compliance with new construction	\$508
4.4	Multi-Family Building Plans 11 units and more *See footnote below	Includes 2 Plan Reviews for fire & building code compliance with new construction	\$644
4.5	Commercial Tenant Improvement 0-5,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	\$406
4.6	Commercial Tenant Improvement 5001-15,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	\$440
4.7	Commercial Tenant Improvement 15,001-50,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	\$508

* Additional rate will apply if base rate is exceeded

4.8	Commercial Tenant Improvement over 50,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	\$576
4.9	New Commercial/Industrial Building Plans 0-5,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	\$474
4.10	New Commercial/Industrial Building Plans 5001-15,000 SF	Includes 2 Plan Reviews for fire & building code compliance for new construction	\$508
4.11	New Commercial/Industrial Building Plans 15,001-50,000 SF *See footnote below	Includes 2 Plan Reviews for fire & building code compliance for new construction	\$644
4.12	New Commercial/Industrial Building Plans over 50,000 SF *See footnote below	Includes 2 Plan Reviews for fire & building code compliance for new construction	\$712
4.13	Small Commercial Building Final (up to 5,000 SF)	1 field inspection	\$144
4.14	Commercial Building Final *See footnote below	1 field inspection	\$203
4.15	Additional Inspection	1 field inspection	\$203
4.16	Commercial Re-inspection	1 Field Inspection	\$144
4.17	Commercial Plan Change/As Builds (regardless of submittal number)	1 Plan review	\$254
4.18	Third and Subsequent Plan Submittals.	Third plan submittal and all subsequent re-submittals.	\$186

* Additional rate will apply if base rate is exceeded

Reference Number	FIRE PROTECTION SYSTEM PLAN REVIEWS AND INSPECTIONS	Fee Description	Fee
5.1	Residential fire sprinkler system, 13D Plan Review for 1 SFD < 6000 sq ft	Plan review of residential fire sprinkler system 13-D one or two family dwelling. Includes 2 plan reviews and 2 inspections	\$330
5.2	Residential fire sprinkler system, 13D Plan Review for 1 SFD > 6000 sq ft.	Plan review of residential fire sprinkler system 13-D one or two family dwelling. includes 2 plan reviews and 2 inspections	\$371
5.3	Residential fire sprinkler plans for master planned communities - model homes. Fee x per floor plan	Plan review of residential fire sprinkler system 13-D one or two family dwellings. Includes one resubmittal	\$268
5.4	Small residential fire sprinkler system plan review	Residential fire sprinkler system (4 or less sprinkler heads) Includes 1 Plan Review & 1 Inspection	\$198
5.5	Residential fire sprinkler inspections. Fee x per Production Units	Inspection fee for NFPA 13D system, includes 2 field inspections (master planned communities)	\$262
5.6	Additional Residential Fire Sprinkler Inspections Partial, Beam Visual, Overstack, failed etc.	1 Inspection fee for NFPA 13D system	\$208
5.7	Hydrant Fire Flow Test	1 inspection	\$173
5.8	Multi Family or NFPA 13 or 13R Fire Sprinkler System Plan Review. Fee x per unit	Plan Review of an NFPA 13 or 13R Sprinkler System, includes 2 Plan Reviews	\$322
5.9	Multi Family or NFPA 13R Fire Sprinkler System Inspection. Fee x each unit	NFPA 13 or 13R Sprinkler System, (2 Field Inspections)	\$287
5.10	Fire Inspection for NFPA 13/13R Sprinkler System	Includes travel time and 1 field inspection	\$198

5.11	Small commercial fire sprinkler system NFPA 13	Plan review of small commercial fire sprinkler system (with the addition of 4 or less sprinkler heads) Includes 1 Plan Review & 1 field inspection	\$334
5.12	Commercial Sprinkler Tenant Improvement - NFPA 13 System	Plan review of existing commercial sprinkler system (5 or more sprinkler heads) Includes 2 Plan Reviews & 2 field inspections.	\$533
5.13	Commercial fire sprinkler system - Plan Review NFPA 13	Plan review of new commercial fire sprinkler system Includes 2 Plan Reviews & 2 field inspections	\$651
5.14	Underground Fire Line for a Sprinkler System or Fire Hydrant Plan Review *See footnote below	Plan review of underground fire line for NFPA 13R, or 13 Sprinkler System or Fire Hydrant, includes 2 Plan Reviews & 4 Inspections	\$778
5.15	Underground Fire Line Repair *See footnote below	Includes 1 Plan Review and 2 Inspections	\$380
5.16	In Rack Fire Sprinkler System New or TI	2 Plan reviews and 2 Inspections	\$533
5.17	Pre-Action System	Sprinkler portion only, (Includes Plan review and 3 Inspections) Plan shall be reviewed by an approved third party consultant	\$817
5.18	Kitchen Hood/Fire Suppression System	Includes a plan review and 1 field inspection	\$482
5.19	Special Fire Suppression Systems	Plan Review and 1 Inspection for Clean Agent System, Water Mist or Dry Chemical System, Foam System	\$609
5.20	Fire Sprinkler Monitoring System	Includes 2 Plan Reviews and 4 Field Inspections (Pre-wire, 24 hour battery, Power off test, final inspection)	\$660
5.21	Fire Alarm System (0-10 Devices)*See footnote below	Includes 2 Plan Reviews and 4 field inspections (Pre-wire, 24 hour battery, final inspection)	\$710

* Additional rate will apply if base rate is exceeded

5.22	Fire Alarm System (11-25 Devices)*See footnote below	Includes 2 Plan Reviews and 4 field inspections (Pre-wire, 24 hour battery, final inspection)	\$778
5.23	Fire Alarm System (more than 26 devices)*See footnote below	Includes 2 Plan Reviews and 4 field inspections (Pre-wire, 24 hour battery, final inspection)	\$965
5.24	Water Tank Installation	Underground piping inspection, plan review, final inspection.	\$533
5.25	Additional System Inspections	1 Field Inspection	\$173
5.26	Spray Booth Extinguishing Systems	Includes 2 plan reviews and 1 field inspection	\$508
5.27	Booster Pumps for sprinkler system or fire hydrants	Includes 2 plan reviews and 2 field inspection	\$508
5.28	Fire Pumps	Includes 2 plan reviews and 2 field inspection	\$644
5.29	Smoke control Systems	Includes a plan review and 4 field inspection (engineered electro-mechanical system)	\$1,188
5.30	Smoke Management Systems *See footnote below	Includes a plan review and 4 field inspections. Roof hatch ventilation for smoke removal in high atrium spaces-Smoke exhaust fans in parking garages-Pressurization fans in stairwells and/or elevator shafts)	\$1,188
5.31	Plan Change/As Builds (regardless of submittal number)	1 Plan review	\$254
5.32	Third and Subsequent Plan Submittals, plan changes or as-builds	Third plan submittal and all subsequent re-submittals, or any Plan change or As build	\$169

* Additional rate will apply if base rate is exceeded

Reference Number	ADDITIONAL PLAN REVIEWS AND INSPECTIONS	Fee Description	Fee
6.1	High Piled Storage Plan	Includes 2 plan reviews and 1 field inspection	\$576
6.2	Rack Storage Plan	Includes 2 plan reviews and 1 field inspection	\$508
6.3	Standpipes	Includes 2 plan reviews and 1 field inspection	\$576
6.4	Above Ground Tank Installation	2 Plan Reviews and 2 Inspections	\$644
6.5	Above Ground Tank Removal	2 Plan Reviews and 2 Inspections	\$576
6.6	Underground Tank Installation *See footnote below	2 Plan Reviews and 4 Inspections	\$1,188
6.7	Underground Tank Removal *See footnote below	2 Plan Reviews and 4 Inspections	\$1,188
6.8	Residential Photovoltaic Systems (Solar)	2 Plan reviews	\$118
6.9	Commercial Photovoltaic Systems (Solar)	2 Plan reviews and 1 Inspection	\$322
6.10	Radio Amplification Systems	Emergency Responder Radio Coverage 2 Plan Reviews and 1 Inspection	\$644

* Additional rate will apply if base rate is exceeded

6.11	Alternative Means and Methods, Performance Based Design	2 Plan Reviews and 1 Inspection	\$576
6.12	Technical Reports - High Piled Storage, Hazardous Materials, Control Areas, Special Hazard Installations *See footnote below	2 Plan Reviews and 2 Inspections	\$644
6.13	Cellular Sites	2 Plan Reviews and 1 Inspection	\$440
6.14	Cellular Sites with Generator	2 Plan Reviews and 1 inspection	\$508
6.15	Gas Systems Medical Gas, Industrial Gas (Including piping and manifolds)	2 Plan Reviews and 2 Inspections	\$576
6.16	Battery Systems	2 Plan Reviews and 1 Inspection	\$644
6.17	Dry Cleaning (Includes Cleaning Solution) Quantity must exceed 330 or 660 gallons	2 Plan Reviews and 1 Inspection	\$576
6.18	Special Hazard Installations- industrial ovens, refrigeration systems, Vapor Recovery, Dust Collection etc. *See footnote below	2 Plan reviews and 1 inspection industrial ovens, refrigeration systems, etc. Plan review conducted by an approved third party consultant at an additional cost.	\$576
Reference Number	OTHER SERVICES NOT LISTED	Fee Description	Fee
7.1	Stamp Approval Transfer	Reviewing plans and transferring necessary stamps	\$118
7.2	Code Appeal	Review of an appeal for an application of a fire code for matters other than a building permit or discretionary permit. This fee is non-refundable.	\$508

* Additional rate will apply if base rate is exceeded

7.3	Knox Key Installation	Site inspection of installation of and proper operation of Knox key device.	\$106
7.4	Business License Inspection/Operational Permit (SDSO, CCLB, or other outside agency)	Conduct inspection of new business for compliance with State Codes, issue an operational permit to business owner.	\$172
7.5	Annual Inspection re-inspection	Conduct re-inspection of existing business (3rd and subsequent inspections)	\$144
7.6	Inspection Cancellation Fee	Failure to cancel field inspection within 24 hours of set appointment (per failure)	\$87
7.7	Expedited Plan Check and/or Overtime Plan Review at discretion of FM per current workload	Overtime plan review = (1.5) x the normal plan check rate	Fee x (1.5)
7.8	Reproduction of Fire District Documents	\$5.00 for the first 5 pages, \$.70 for each additional page thereafter	Admin Time, plus materials
7.9	Reproduction of Fire District Documents on CD	Per CD	Admin Time, plus materials
7.10	Public Records Request	.10 per copy; Admin time making copies	Admin Time, plus materials
7.11	Copies of Large Plans (C,D & E Size)	Copies - Building, site plan, Landscaping, Fire Sprinklers and Grading.	Admin Time, plus materials
7.12	Color Copies Photos	Time, plus \$1.00 per copy	Admin Time, plus materials
7.13	Documents sent electronically, or accessed via the web site: www.rsf-fire.org	Time, plus materials	Admin Time, plus materials
		Each Acre or Portion thereof	\$1,000

7.14	Annexation Fees	Each Dwelling Parcel	\$500
		Each Commercial/Industrial Parcel	\$1,000
7.15	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
7.16	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
7.17	Returned Check Fee	Actual cost	Actual Cost
7.18	Postage/supplies Cost	Services not otherwise specified herein	Actual Cost
7.19	Other services not listed	Apparatus charge	OES Rate (apparatus, crew, admin rate)
Reference Number	WEED ABATEMENT AND INSPECTIONS	Fee Description	Fee
8.1	Weed abatement re-inspection	Conduct legal noticing and re-inspections of a property which remains non-compliant. Fees on third and subsequent inspections	\$224
8.2	Forced weed abatement administrative fee (Expense of abatement Report and Hearing) (Ordinance 15-01)	Includes above, plus work order, description of work, contractor meetings, expense of abatement, inspections, billing, and report. NOTE: 1.5 hours added for Admin billing	\$794
Reference Number	SPECIAL EVENTS AND INSPECTIONS	Fee Description	Fee
9.2	Temporary Membrane Structures, Tents and Canopies Small 0-5,000 Sq ft	Permit and Inspection fee, includes permit, plan review, travel to and from and data entry	\$229

9.3	Temporary Membrane Structures, Tents and Canopies Large over 5,000 Sq ft. *See footnote below	Permit and Inspection fee, includes permit, plan review, travel to and from and data entry	\$308
9.4	Special Events (Not including membrane structures, tents and canopies)	Site plan review, site inspection, travel to and from and data entry. NOTE:	Hourly Rate
9.5	Pyrotechnics Display footnote below *See	Application review, pre-site inspection, pyrotechnic product inspection and setup, event, post show inspection, travel to and from and data entry. NOTE: Additional standby time will be billed at the Fully burned wage rate.	\$534
9.6	Inspection Cancellation Fee	Failure to cancel field inspection within 24 hours of set appointment (per failure) Inspection shall be cancelled by 7:30 am on the day of the inspection.	\$87
9.7	Additional Inspection	Includes travel time and additional special event inspection	\$149
9.8	Expedited Inspection and/or Overtime Inspection	Special event, tent etc.	Overtime Rate
Reference Number	RENTAL FEES	Fee Description	Fee
10.1	Training Tower w/ grounds	No Burn Room (per day)	\$400
10.2	Training Grounds	Per day fee.	\$250
10.3	Burn room	Per Hour, plus tower fee. Includes three personnel to run the burn room and fuel costs	\$200 per hr.
10.4	Propane	Propane consumed during training	Actual Cost

* Additional rate will apply if base rate is exceeded

10.5	Ventilation Prop	Per day fee. Outside agency required to replace and repair all materials use on the prop	\$150
10.6	Confined Space prop	Per day fee	\$150
10.7	Drafting/Testing Pit	Per Fire Apparatus	\$50
10.8	Clean up	If not done by using agency	\$150 hr.
10.9	Water Use	Actual cost	Actual Cost
Reference Number	PREVENTION HOURLY RATE	Fee Description	Fee
11.1	Regular Rate = Average labor + D/ID Costs		\$ 124
11.2	Overtime Rate = Average labor *1.5 + D/ID Costs		\$ 150

* Additional rate will apply if base rate is exceeded

GLOSSARY OF TERMS

13	Fire Sprinklers system for property and life safety
13 D	Fire Sprinkler system for a single family dwelling (2 or less units) life safety system
13 R	Fire Sprinkler system for mulit family units (3 or More) life safety system
AD	Administrative
AHJ	Authority Having Jurisdiction
DPLU	Department of Planning and Land Use - County of San Diego
DPW	Department of Public Work - County of San Diego
FM	Fire Marshal
DFM	Deputy Fire Marshal
FPSII	Fire Prevention Specialist II / Forester
FPS	Fire Prevention Specialist
Map Covenants	Condition required to be completed, such as, fire hydrants, road improvements etc.
MUP	Major Use Permit
PRD	Plan Residential Development
S	Site Plan
SDSO	San Diego Sheriffs Office
STP	Site Plan
TM	Tentative Map (6 or more parcels)
TPM	Tentative Parcel Map (5 or less parcels)
UF	Urban Forester
VAC	Vacation Review
VAR	Variance from Zoning requirements
ZAP	Zoning (minor use permit)

RESOLUTION No. 2019-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT TO PARTICIPATE IN THE SAN DIEGO COUNTY FIRE MITIGATION FEE PROGRAM

WHEREAS, the Rancho Santa Fe Fire Protection District is anticipating that new development will occur within the district which will cause the need for the expansion of existing fire protection facilities; and

WHEREAS, the Rancho Santa Fe Fire Protection District is currently participating in the San Diego County's Fire Mitigation Program; and

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

WHEREAS, the County of San Diego has established fee ceilings for types of construction by Chapter 3 of Division 10 of Title 8 (commencing with § 810.301) of the San Diego County Code; and

WHEREAS, the County of San Diego has amended Chapter 3, Division 10 of Title 8 of the San Diego County Code of Regulatory Ordinances relating to fire mitigation fees; and

WHEREAS, the Rancho Santa Fe Fire Protection District intend hereby to comply with said amendments to continue to participate in the fire mitigation fee program.

IT IS HEREBY FOUND THAT:

- (1) The Rancho Santa Fe Fire Protection District does not have existing facilities which could be used to provide an adequate level of service to new development within the district's boundaries; and
- (2) The Rancho Santa Fe Fire Protection District does not have sufficient funds available to construct additional facilities from fund balances, capital facility funds, property tax sources, or any other appropriate sources; and
- (3) The lack of fire protection facilities and equipment to serve new development would create a situation perilous to the public health and safety if fire mitigation fees are not levied within the district; and
- (4) The annexation fees and plan check fees charged by the Rancho Santa Fe Fire Protection District do not include a payment toward the costs of capital facility and equipment expansion as a component of the fee.

NOW, THEREFORE, BE IT RESOLVED THAT:

- (1) The Rancho Santa Fe Fire Protection District requests the County to collect 100% of the ceiling amount of the fire mitigation fee on the district's behalf from applicants for building permits. This percentage of the ceiling fee is equal to or less than the capital facility expansion needs caused by new development.
- (2) The fee amounts do not exceed the ceiling for fire mitigation fees established by the San Diego County Board of Supervisors.
- (3) Mitigation fees paid under this program will be used to expand the availability of capital facilities and equipment to serve new development.
- (4) The district shall place all funds received by the County under this program, and all interest subsequently accrued by the district on these funds, in a separate budget accounting category to be known as the "San Diego County Fire Mitigation Fee."
- (5) The district shall expend funds from said "San Diego County Fire Mitigation Fee" budget accounting category only for the purposes of providing capital facilities and equipment to serve new development.
- (6) The district shall submit a Fire Mitigation Fee Annual Report, not later than August 29 of each year, to the Director of the Office of Disaster Preparedness specifying the amount of funds collected and the expenditures by category. In addition, the report shall specify the actions the district plans to take to alleviate the facility and equipment needs caused by new development in a Multi-Year Facilities and Equipment Plan adopted at a noticed public hearing. The district shall make available, upon request by the Director, a copy of its annual audit report.
- (7) The district shall make its records available to the public on request, which justify the basis for the fee amount.
- (8) The district shall hold San Diego County harmless for any errors made by the County in collecting and/or transmitting these fees to the district.
- (9) The district agrees to a review of revenues and expenditures collected and dispensed pursuant to this resolution each fiscal year by a committee established by the County Board of Supervisors.
- (10) The district shall make findings, with respect to any portion of the fee remaining unexpended or uncommitted in its account five or more years after deposit of the fee, to identify the purpose to which the fee is to be put and to demonstrate a reasonable relationship between the fee and the purpose for which it was charged. The agency shall refund to the then current record owner or owners of the development project or

projects on a prorated basis the unexpended or uncommitted portion of the fee, and any interest accrued thereon, for which need cannot be demonstrated.

(11) By April 16 of each year following the year of original adoption of this District's resolution, the Rancho Santa Fe Fire Protection District shall submit a copy of a new resolution adopted by the Board of Directors making the required findings and setting the percentage of the fire mitigation ceiling requested by the District.

(12) All fees collected pursuant to the San Diego County Fire Mitigation Fee Ordinance shall be used by the District for providing for capital facilities and equipment.

(13) "Facilities and Equipment" means any long-term capital facilities and equipment used by the Rancho Santa Fe Fire Protection District for suppression or emergency medical services, including station construction, station expansion and fire or emergency medical apparatus.

BE IT FURTHER RESOLVED that this resolution supersedes Resolution No. 2018-02 to participate in the Fire Mitigation Fee Program adopted February 14, 2018.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on March 13, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

JAMES H ASHCRAFT

President

ATTEST:

Karlana Rannals
Secretary