

Rancho Santa Fe Fire Protection District Board of Directors Meeting Agenda



Rancho Santa Fe FPD Board Room
18027 Calle Ambiente, Ste. 101
Rancho Santa Fe, CA 92067

December 17, 2025
1:00 PM
Regular Meeting

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

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

Rules for Addressing the 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 act on any matter presented during the Public Comment but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may act on matters of an urgent nature, or which require immediate attention. The time allotted for each presentation is subject to the discretion of the board and based on the number of intended speakers. Each audience member will be allotted an equal amount of time.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Board Clerk’s office located at 18027 Calle Ambiente, Suite 101, Rancho Santa Fe, CA during normal business hours. Packet documents are also posted online at www.rsf-fire.org.

Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

December 17, 2025



1. Call to Order
2. Pledge of Allegiance
3. AB 2449 Approve Director's Request
 - If a request is submitted, consider approval of the Director's request to participate remotely and utilize Just Cause or Emergency Circumstance per AB 2449
4. Determination of a Quorum/Roll Call
5. Approval of Agenda
6. Public Comment

This portion of the agenda may be utilized by any person to address the Board of Directors on any matter within their jurisdiction. However, depending on the subject matter, the Board may be unable to respond at this time or until the specific item is placed on the agenda at a future meeting, as provided by The Brown Act. Comment time will be set based on the number of intended speakers.
7. Motion waiving reading in full of all Resolutions/Ordinances

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

8. Consent Calendar
 - a. Board of Directors Minutes
 - Minutes of November 19, 2025
ACTION REQUESTED: **Approve**
 - b. Receive and File
 - Monthly/Quarterly Reports for November 2025
 - (1) List of Demands:

Checks 39433 – 39513 and Electronic Funds Transfers (EFTs) totaling:	\$ 669,036.42
Payroll(s) totaling:	\$ <u>648,796.24</u>
TOTAL DISTRIBUTION	\$ 1,317,832.66
 - (2) Grant Recap
 - (3) Division Reports – November 2025
 - (a) Operations
 - (b) Training
 - (c) Fire Prevention
 - (d) Finance

ACTION REQUESTED: **Receive and File**

Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

December 17, 2025



9. Correspondence
None Received

10. New Business

- a. Resolution No. 2025-09
To discuss and/or adopt a Resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salaries and Benefits for Management Personnel. [Staff Report 25-33](#)
ACTION REQUESTED: **Adopt**
- b. 2025 Public Protection Classification
Discuss the 2025 Insurance Service Office (ISO) Public Protection Classification. [Staff Report 25-34](#)
ACTION REQUESTED: **Receive and file**
- c. Grant Acceptance - OTS
To discuss and/or accept a grant from California Office of Traffic Safety (OTS). [Staff Report 25-35](#)
ACTION REQUESTED: **Accept**
- d. Resolution No. 2025-10
To discuss and/or adopt a Resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Acknowledging Receipt of a report made by the Fire Chief regarding required inspections of certain occupancies pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code. [Staff Report 25-36](#)
ACTION REQUESTED: **Adopt**
- e. Approve Fees for Forced Weed Abatement
To discuss and/or approve fees for APN 235-572-10-00. [Staff Report 25-37, Exhibit A](#)
ACTION REQUESTED: **Approve**
- f. Approve Fees for Forced Weed Abatement
To discuss and/or approve fees for APN 235-572-11-00. [Staff Report 25-38, Exhibit A](#)
ACTION REQUESTED: **Approve**

11. Oral Reports

- i. Fire Chief
- ii. Operations
- iii. Training
- iv. Fire Prevention
- v. Finance
- vi. Board of Directors
 - North County Dispatch JPA
 - County Service Area – 17
 - Rancho Santa Fe Fire District Foundation
 - Director Comments

Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

December 17, 2025



12. Adjournment

13. Closed Session

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957:
PUBLIC EMPLOYEE EMPLOYMENT
Title: Fire Chief

The next regular Board of Directors meeting is to be held on January 21, 2026, in the Board Room located at 18027 Calle Ambiente, Ste. 101, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

CERTIFICATION OF POSTING

I certify that on December 12, 2025, 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 December 12, 2025:

Sarah Montagne
Board Clerk

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes November 19, 2025



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.

Director Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:00pm.

Pledge of Allegiance

Training Chief Paul Roman led the assembly in the Pledge of Allegiance.

AB 2449 Approve Director's Request

No request was made.

Determination of a Quorum

A quorum was confirmed.

Roll Call

Directors Present: Ashcraft, Barnard, Hillgren, Stine, Tanner (1:09p)

Directors Absent: None

Staff Present: Fire Chief Dave McQuead; Deputy Chief Jim Mickelson; Battalion Chief Luke Bennett; Training Chief Paul Roman; Fire Training Captain Kyle Carranza (1:12p); Fire Marshal Marlene Donner; Finance Manager Burgen Havens; Board Clerk Sarah Montagne; Fire Captain Paul Lorenzo; Fire Engineer Troy Duncan; Fire Engineer John Carey; Firefighter/Paramedic Nicholas Schertzer

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

Approval of Agenda

MOTION BY DIRECTOR BARNARD, SECOND BY DIRECTOR STINE, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve agenda as presented.

AYES: ASHCRAFT, BARNARD, HILLGREN, STINE

NOES: NONE

ABSENT: TANNER

ABSTAIN: NONE

1. **Public Comment**

None

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

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

AYES: ASHCRAFT, BARNARD, HILLGREN, STINE

NOES: NONE

ABSENT: TANNER

ABSTAIN: NONE

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes November 19, 2025



3. **Consent Calendar**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve consent calendar as submitted.

AYES: ASHCRAFT, BARNARD, HILLGREN, STINE

NOES: NONE

ABSENT: TANNER

ABSTAIN: NONE

4. **New Business**

a. **ECC Presentation**

A presentation was made by HGW on progress and plans for the Emergency Communication Center.

MOTION BY DIRECTOR BARNARD, SECOND BY DIRECTOR STINE and CARRIED 5 AYES; 0 NOES; 0

ABSENT; 0 ABSTAIN to authorize the advancement of the project.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER, STINE

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

b. **Board of Directors 2026 Meeting Calendar**

Discussion and confirmation of the 2026 meeting schedule. No dates were altered.

5. **Adjournment**

Meeting adjourned at 2:18pm.

The next regular Board of Directors meeting is to be held on December 17, 2025, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

Sarah Montagne
Board Clerk

James H. Ashcraft
President

Check Issue Date	Check Number	Payee	Amount	Invoice GL Account Title
11/7/2025	39433	AT&T Calnet 2/3	\$31.41	UTILITIES: RSF1
11/7/2025	39433	AT&T Calnet 2/3	\$31.41	UTILITIES: RSF1
11/7/2025	39433	AT&T Calnet 2/3	\$77.28	UTILITIES: RSF3
11/7/2025	39433	AT&T Calnet 2/3	\$92.68	UTILITIES: RSF1
11/7/2025	39433	AT&T Calnet 2/3	\$156.53	UTILITIES: ADMIN
11/7/2025	39433	AT&T Calnet 2/3	\$35.45	UTILITIES: RSF3
11/7/2025	39433	AT&T Calnet 2/3	\$55.18	UTILITIES: ADMIN
11/7/2025	39434	B&G Consultants	\$680.00	PROFESSIONAL SERVICES-MISC
11/7/2025	39435	Coast to Coast Restoration, Inc	\$5,062.80	BUILDING: RSF1
11/7/2025	39435	Coast to Coast Restoration, Inc	\$721.00	BUILDING: RSF1
11/7/2025	39436	COR Security Inc	\$1,955.04	BUILDING: RSF6
11/7/2025	39437	County of SD/RCS	\$72.50	800 MHz NETWORK FEES
11/7/2025	39437	County of SD/RCS	\$3,446.50	800 MHz NETWORK FEES
11/7/2025	39438	Day Wireless Systems Inc	\$176.24	RADIOS
11/7/2025	39439	Duff Mechanic Services	\$3,234.00	BUILDING: RSF6
11/7/2025	39440	EDCO Waste & Recycling Inc	\$271.16	UTILITIES: RSF5
11/7/2025	39441	Global Door & Gate Inc.	\$431.25	BUILDING: RSF5
11/7/2025	39442	Guardian Life Insurance Co	\$6,583.34	MEDICAL/DENTAL INSURANCE
11/7/2025	39443	Integrity Data	\$258.00	SUBSCRIPTIONS
11/7/2025	39444	MES Service Company LLC	\$2,411.03	SCBA EQUIPMENT
11/7/2025	39445	Olivenhain Municipal Water District	\$274.41	UTILITIES: RSF3
11/7/2025	39446	Parkhouse Tire INC.	\$1,915.07	APPARATUS/VEHICLES
11/7/2025	39447	Puretec Industrial Water	\$50.40	BUILDING: RSF2
11/7/2025	39447	Puretec Industrial Water	\$50.40	BUILDING: RSF4
11/7/2025	39448	Race Telecommunications INC	\$179.50	UTILITIES: RSF1
11/7/2025	39449	Rincon Del Diablo Municipal Water Distri	\$102.63	UTILITIES: RSF5
11/7/2025	39449	Rincon Del Diablo Municipal Water Distri	\$501.63	UTILITIES: RSF5
11/7/2025	39450	RSF Mail Delivery Solutions	\$150.00	OFFICE EXPENSES
11/7/2025	39451	RSF Security Inc	\$12.00	BUILDING: ADMIN
11/7/2025	39452	SC Commercial LLC	\$933.45	FUEL/PROPANE
11/7/2025	39452	SC Commercial LLC	\$910.39	FUEL/PROPANE
11/7/2025	39452	SC Commercial LLC	\$1,637.43	FUEL/PROPANE
11/7/2025	39452	SC Commercial LLC	\$1,851.53	FUEL/PROPANE
11/7/2025	39453	SDCFCA - Admin Section	\$350.00	MEMBERSHIPS
11/7/2025	39454	State Fire Training	\$75.00	TRAINING: SUPPRESSION
11/7/2025	39455	State Fire Training	\$75.00	TRAINING: SUPPRESSION
11/7/2025	39456	Streamline	\$743.00	WEBSITE
11/7/2025	39457	U.S. Bank Corporate Payment Systems	\$33,382.88	CAL-CARD PROGRAM
11/7/2025	39458	Waste Management Inc	\$421.70	UTILITIES: RSF4
11/7/2025	39458	Waste Management Inc	\$421.70	UTILITIES: RSF3
11/7/2025	39458	Waste Management Inc	\$767.67	UTILITIES: RSF2
11/14/2025	39459	About Service Automotive	\$1,351.50	APPARATUS: REPAIR
11/14/2025	39459	About Service Automotive	\$160.96	APPARATUS/VEHICLES
11/14/2025	39460	Advanced Detection Systems	\$252.00	UTILITIES: RSF6
11/14/2025	39461	All Star Fire Equipment INC.	\$2,548.43	PPE
11/14/2025	39462	B&G Consultants	\$970.00	PROFESSIONAL SERVICES-MISC
11/14/2025	39463	BPAS	\$175.50	HSA HEALTH SAV ACCT - ACTIVE
11/14/2025	39464	Build Masters Construction	\$750.00	BUILDING: RSF4
11/14/2025	39465	Caselle INC.	\$1,389.00	SUBSCRIPTIONS
11/14/2025	39466	Cleaning Services Master's LLC	\$360.00	BUILDING: ADMIN
11/14/2025	39467	First Alarm Wellness	\$3,825.00	PHYSICALS & WELLNESS PROGRAM
11/14/2025	39468	Fitch Law Firm Inc	\$1,440.00	LEGAL SERVICES
11/14/2025	39469	Genuine Parts Company, Inc.	\$164.65	FUEL/PROPANE
11/14/2025	39470	Home Depot INC	\$713.86	STATION SUPPLIES
11/14/2025	39471	Konica Minolta Business Inc	\$107.27	COPIER MAINTENANCE CONTRACT

11/14/2025	39472 L N Curtis & Sons Inc	\$2,495.82	PPE
11/14/2025	39473 Life-Assist Inc	\$515.37	CSA-17 CONTRACT
11/14/2025	39473 Life-Assist Inc	\$85.40	CSA-17 CONTRACT
11/14/2025	39474 MES Service Company LLC	\$3,889.56	SCBA EQUIPMENT
11/14/2025	39475 Michael Kraus	\$3,623.79	PROFESSIONAL SERVICES-MISC
11/14/2025	39476 Parkhouse Tire INC.	\$1,915.07	APPARATUS/VEHICLES
11/14/2025	39477 R.E. Badger & Son INC.	\$400.00	BUILDING: RSF6
11/14/2025	39478 Roadone	\$1,050.00	TRAINING- MATERIALS/SUPPLIES
11/14/2025	39479 SC Commercial LLC	\$2,255.24	FUEL/PROPANE
11/14/2025	39480 SDG&E	\$107.75	UTILITIES: RSF5
11/21/2025	39481 Ace Uniforms, LLC	\$215.49	UNIFORMS
11/21/2025	39482 AT&T	\$69.55	UTILITIES: RSF6
11/21/2025	39483 AT&T Calnet 2/3	\$2,017.11	UTILITIES: RSF4
11/21/2025	39483 AT&T Calnet 2/3	\$1,344.74	UTILITIES: RSF6
11/21/2025	39483 AT&T Calnet 2/3	\$89.82	UTILITIES: RSF2
11/21/2025	39483 AT&T Calnet 2/3	\$149.63	UTILITIES: RSF4
11/21/2025	39483 AT&T Calnet 2/3	\$218.41	UTILITIES: ADMIN
11/21/2025	39483 AT&T Calnet 2/3	\$19.40	UTILITIES: ADMIN
11/21/2025	39483 AT&T Calnet 2/3	\$107.90	UTILITIES: RSF6
11/21/2025	39484 California PPE Recon Inc	\$9,796.50	PPE
11/21/2025	39485 CDW Government Inc.	\$801.79	COMPUTERS & PRINTERS
11/21/2025	39485 CDW Government Inc.	\$1,153.10	SUBSCRIPTIONS
11/21/2025	39486 Charter Communications Holdings LLC (Sp	\$290.64	UTILITIES: ADMIN
11/21/2025	39487 David Clark Company Inc.	\$675.25	RADIOS
11/21/2025	39488 Global Door & Gate Inc.	\$460.00	BUILDING: RSF2
11/21/2025	39489 Hailey Shedley	\$30.00	NEW HIRES & BACKGROUNDS
11/21/2025	39490 L N Curtis & Sons Inc	\$510.63	PPE
11/21/2025	39490 L N Curtis & Sons Inc	\$1,112.68	PPE
11/21/2025	39490 L N Curtis & Sons Inc	\$1,589.58	PPE
11/21/2025	39490 L N Curtis & Sons Inc	\$635.56	PPE
11/21/2025	39491 Rancho Santa Fe Rotary	\$345.00	MEMBERSHIPS
11/21/2025	39492 San Diego Union-Tribune	\$1,066.25	ADVERTISING & LEGAL NOTICES
11/21/2025	39493 SC Commercial LLC	\$898.35	FUEL/PROPANE
11/21/2025	39493 SC Commercial LLC	\$27.19	FUEL/PROPANE
11/21/2025	39493 SC Commercial LLC	\$1,495.72	FUEL/PROPANE
11/21/2025	39493 SC Commercial LLC	\$1,441.21	FUEL/PROPANE
11/21/2025	39494 SDCFCA - Admin Section	\$780.00	MEETINGS & SPECIAL EVENTS
11/21/2025	39495 SDG&E	\$3,499.26	UTILITIES: RSF4
11/21/2025	39495 SDG&E	\$1,401.13	UTILITIES: ADMIN
11/21/2025	39495 SDG&E	\$4,145.11	UTILITIES: RSF1
11/21/2025	39495 SDG&E	\$3,231.80	UTILITIES: RSF3
11/21/2025	39495 SDG&E	\$446.69	UTILITIES: ADMIN
11/21/2025	39495 SDG&E	\$2,673.95	UTILITIES: RSF2
11/21/2025	39495 SDG&E	\$90.96	UTILITIES: ADMIN
11/21/2025	39495 SDG&E	\$1,075.23	UTILITIES: RSF6
11/21/2025	39495 SDG&E	\$1,298.96	UTILITIES: RSF5
11/21/2025	39496 Shred it Stericycle	\$296.34	OFFICE EXPENSES
11/21/2025	39497 TK Elevator Corporation	\$452.25	ELEVATOR
11/21/2025	39497 TK Elevator Corporation	\$4,416.84	ELEVATOR
11/21/2025	39498 Uniforms Plus	\$48.94	UNIFORMS
11/21/2025	39499 Waste Management Inc	\$643.00	UTILITIES: RSF1
11/26/2025	39500 All Star Fire Equipment INC.	\$27,960.05	PPE
11/26/2025	39501 AT&T	\$239.63	UTILITIES: RSF5
11/26/2025	39502 DEH County of San Diego	\$708.00	PERMITS
11/26/2025	39503 Dish	\$132.82	UTILITIES: RSF6
11/26/2025	39504 Duthie Electric Svc Corp	\$585.00	GENERATORS
11/26/2025	39505 Fader Electric	\$280.00	BUILDING: RSF3
11/26/2025	39506 Global Door & Gate Inc.	\$328.00	BUILDING: RSF3
11/26/2025	39507 Griffin Ace Hardware Co.	\$5.11	STATION SUPPLIES

11/26/2025	39507 Griffin Ace Hardware Co.	\$178.69	EQUIPMENT - MINOR
11/26/2025	39508 L N Curtis & Sons Inc	\$414.84	PPE
11/26/2025	39509 Liebert Cassidy Whitmore	\$10,057.00	LEGAL SERVICES
11/26/2025	39509 Liebert Cassidy Whitmore	\$808.00	LEGAL SERVICES
11/26/2025	39510 Lincoln National Life Ins Co	\$452.33	LIFE INSURANCE
11/26/2025	39510 Lincoln National Life Ins Co	\$547.60	LIFE INSURANCE
11/26/2025	39511 North County EVS Inc	\$8,952.72	APPARATUS: REPAIR
11/26/2025	39511 North County EVS Inc	\$587.45	APPARATUS: REPAIR
11/26/2025	39511 North County EVS Inc	\$450.00	APPARATUS: REPAIR
11/26/2025	39511 North County EVS Inc	\$360.00	APPARATUS: REPAIR
11/26/2025	39511 North County EVS Inc	\$9,862.73	APPARATUS: SCHEDULED
11/26/2025	39511 North County EVS Inc	\$7,174.29	APPARATUS: REPAIR
11/26/2025	39511 North County EVS Inc	\$5,941.00	APPARATUS: REPAIR
11/26/2025	39511 North County EVS Inc	\$204.59	APPARATUS: REPAIR
11/26/2025	39511 North County EVS Inc	\$8,526.84	APPARATUS: SCHEDULED
11/26/2025	39511 North County EVS Inc	\$20,941.12	APPARATUS: REPAIR
11/26/2025	39511 North County EVS Inc	\$390.49	APPARATUS: SCHEDULED
11/26/2025	39512 Olivenhain Municipal Water District	\$209.29	UTILITIES: RSF6
11/26/2025	39513 RSF Security Inc	\$50.00	UTILITIES: RSF5
11/7/2025	25110701 Mitchell Grant	\$250.00	CSA-17 CONTRACT
11/7/2025	25110702 Sarah Montagne	\$235.94	TRAINING: ADMINISTRATION
11/7/2025	25110703 CalPERS - Health	\$3,990.66	NOVEMBER PREMIUMS-NON-PERS
11/7/2025	25110704 CalPERS - Health	\$117,469.15	NOVEMBER PREMIUMS
11/14/2025	25111401 Tim Wood	\$1,571.00	HIGHER EDUCATION
11/26/2025	25112601 CalPERS	\$255,158.37	PERS OCTOBER 2025 RETIREMENT
Total:		<u>\$637,219.43</u>	

11/7/2025	\$31,816.99	BPAS Transfer- October 2025
Total:	<u>\$31,816.99</u>	

11/15/2025	\$284,127.35	RSF Fire Payroll
11/30/2025	\$364,668.89	RSF Fire Payroll
Total:	<u>\$648,796.24</u>	

Grand Total: \$1,317,832.66

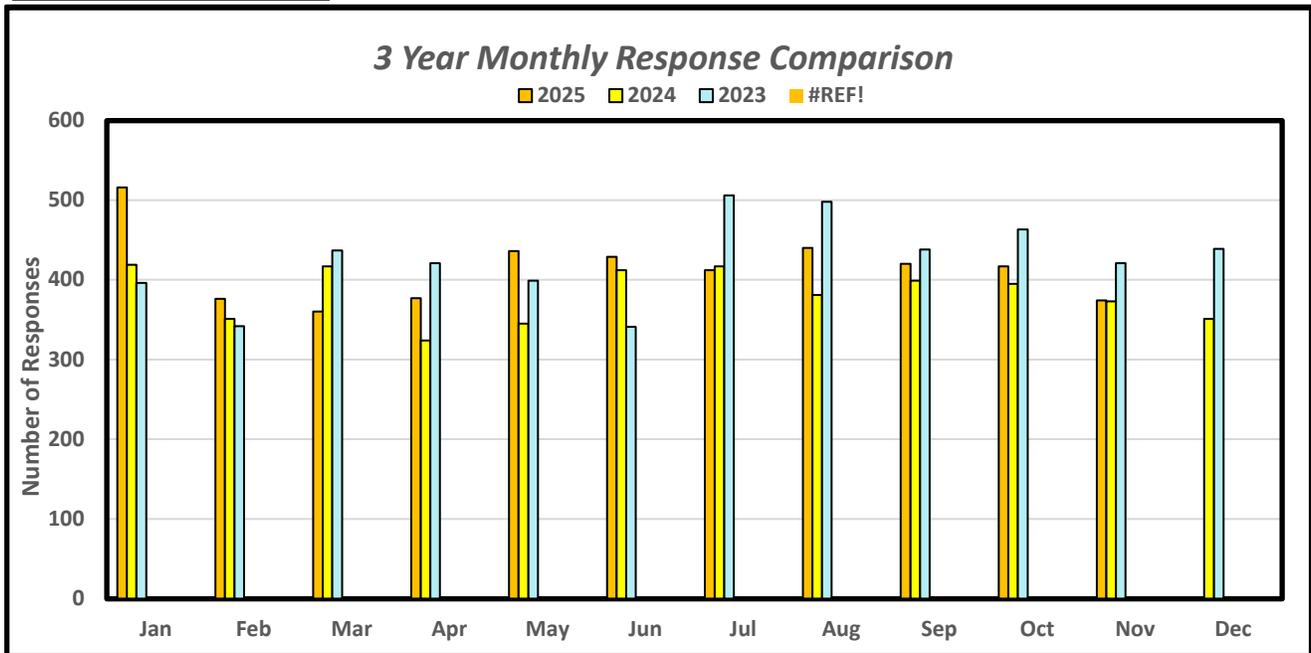
RSF Grant Re-Cap November 2025

Status	Date Submitted	Agency/Grantor Name	Description / Items Requested	Amount Requested	Total Received	Notes:
ACTIVE	9/30/2021	FEMA	Covid Forced Labor OT	\$ 93,084.25		RFI completed 8/2022. Under eligibility review.
ACTIVE	9/29/2022	UASI FY23	Training Courses	\$ 89,098.86		Approved amount \$52,645.00. Working on reimbursement
ACTIVE	9/26/2023	UASI FY24	Fresno Symposium & Training Courses	\$ 63,620.00		Award letter received. Approved for \$4,000.00.
ACTIVE	9/12/2024	UASI FY25	Fresno Symposium & Training Courses	\$ 15,000.00		Application Submitted
ACTIVE	5/29/2024	SHSGP FY24	Multigas Monitors	\$ 12,655.00	\$12,146.00	Approved. Items Received
ACTIVE	9/10/2025	SHSGP FY25	Sonicwall Firewall & router system	\$ 15,523.00		Application Submitted
ACTIVE	12/15/2024	AFG FY25 (Assistance to Firefighters Grant)	Self Contained Breathing Apparatus	\$ 596,000.00		Approved
ACTIVE	2/1/2025	California Office of Traffic Safety	Advanced auto extrication training	\$ 14,218.00		Approved
						Elfin Forest/Harmony Grove Clean Up; Collaborating w/UrbanCorp, San Marcos Fire and Escondido Fire; 3 year grant - 1/2023-12/2025; Financials going through UrbanCorp. Work completed 2024.
CLOSED	8/1/2022	Coastal Conservancy	Escondido Creek/San Marcos Defensible Space/Roadway Clearance	\$ 325,864.00		
CLOSED	4/21/2023	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Scott Schieber accepted. Process is officially closed.
CLOSED	5/10/2024	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Cory Ender accepted. Process is officially closed
CLOSED	4/14/2025	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Blaine Nelson accepted. Process is officially closed
CLOSED	5/15/2023	SD Regional Fire Foundation (County Supervisor Terra Lawson-R	70 Wildland Brush Jackets	\$ 7,380.00		Approved. Jackets received from Fire ETC.
		RSF Fire Protection District General Fund	70 Wildland Brush Jackets	\$ 9,286.97		
CLOSED	5/15/2023	SD Regional Fire Foundation	E-Hydraulic Extrication Tools	\$ 5,000.00		Approved. Tools received from LN Curtis.
		County Supervisor Terra Lawson-Remer	E-Hydraulic Extrication Tools	\$ 20,000.00		
		RSF Fire Protection District General Fund	E-Hydraulic Extrication Tools	\$ 20,000.00		
CLOSED	9/7/2021	UASI FY19	Rescue Systems 1	\$ 7,705.26	\$7,664.19	Completed-Check Received
CLOSED	7/6/2022	UASI FY20	Training; L-954 Course	\$ 15,196.00	\$15,196.00	Approved 04/08/2022. Check Received 9/2023.
CLOSED		UASI FY21	Fresno Symposium & Rescue Systems 1	\$ 20,655.00	\$0.00	Lowered to \$4,195.14; Not eligible for reimbursement
CLOSED		UASI FY22	Fresno Symposium	\$ 15,000.00	\$0.00	Not seeking Reimbursement - No Symposium in FY22
CLOSED	4/17/2024	SHSGP FY21	4 Radios	\$ 22,904.00	\$24,433.00	County allocated an additional \$1,529.00. Check received.
CLOSED		SHSGP FY22	4 Radios	\$ 20,338.00	\$20,338.00	Completed-Check received
CLOSED		SHSGP FY23	2 Radios, MacBooks	\$ 17,080.00	\$ 17,080.00	Completed-Check Received
RSF Fire District Foundation						
	12/7/2021	RSF Foundation	Forcible Entry	\$ 8,905.00	\$ 8,905.00	(1) Multi-Force Door (Forcible Entry Door Simulator). 50/50 split with the District for pendants, cell guards for Staff and
	9/21/2021	RSF Foundation	GIA Wellness	\$ 8,537.50	\$ 8,537.50	harmonizers for each facility.
	8/19/2021	RSF Foundation	UVC Air Disinfecting	\$ 1,000.00	\$ 1,000.00	10 UVC LED Disinfecting Air Purifiers.
	8/19/2022	RSF Foundation (Sharon McDonald)	E-Hydraulic Extrication Tools	\$ 45,000.00	\$ 45,000.00	Completed.
	2/22/2023	RSF Foundation	Station 6 Improvements	\$ 203,000.00	\$ 203,000.00	Approved.
	4/1/2023	RSF Foundation (Sharon McDonald)	UTV/Radios	\$ 196,337.00	\$196,337.00	Approved. Items in Service.
	6/16/2023	RSF Foundation	RSF3 Barbecue	\$ 1,000.00	\$1,000.00	Approved. Items delivered.
	9/1/2023	RSF Foundation (Sharon McDonald)	Drone Program	\$ 50,000.00	\$50,000.00	Approved. Item delivered. Ongoing purchases procured as needed for Drone program.
	11/27/2023	RSF Foundation (Sharon McDonald)	TICs	\$ 25,000.00	\$25,000.00	Items delivered. Staff Report.
	12/18/2023	RSF Foundation	Blackstone Griddle - RSF1	\$ 399.00	\$399.00	Approved. Items received.
	5/3/2024	RSF Foundation	Specialized turf	\$ 21,849.00	\$ 21,849.00	Approved. Item received and installed
	5/3/2024	RSF Foundation	5-Decontamination units	\$ 16,501.00	\$ 16,501.00	Approved. Items received and Installed
	5/3/2024	RSF Foundation	RSF6 Parking lot improvement	\$ 29,551.90	\$ 29,551.90	Approved 50/50 Split with the district for Asphalt work
	5/3/2024	RSF Foundation	RSF2 Training Burn Prop Containers	\$ 12,000.00	\$ 12,000.00	Approved. Project complete.
	5/3/2024	RSF Foundation	RSF6 - 50 chairs for Community room	\$ 2,498.83	\$ 2,498.83	Approved. Project complete.
	1/15/2025	RSF Foundation	Winter Jackets	\$ 6,831.00	\$6,831.00	Approved. Project complete.
	4/17/2025	RSF Foundation	Streamlight Flashlights	\$ 4,966.00	\$ 4,966.00	Approved. Items Received
	4/17/2025	RSF Foundation	50% of roof replacement & solar at RSF6	\$ 187,739.50	\$187,739.50	Approved. Project complete.
	8/20/2025	RSF Foundation	TIC's	\$ 19,887.96	\$ 19,887.96	Approved. Items received
	9/17/2025	RSF Foundation (Sharon McDonald)	ATV/Trailer	\$ 75,000.00	\$75,000.00	Approved

Rancho Santa Fe Fire Protection District Operations Report

November 2025

Monthly Incidents



3 Year Call Volume Tracker:

2025		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	516	376	360	377	436	429	412	440	420	417	374		4,557
YTD	516	892	1252	1629	2065	2494	2906	3346	3766	4183	4557	4557		
2024		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	419	351	417	324	345	412	417	381	399	395	373	351	4,584
YTD	419	770	1187	1511	1856	2268	2685	3066	3465	3860	4233	4584		
2023		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	396	342	437	421	399	341	506	498	438	463	421	439	5,101
YTD	396	738	1175	1596	1995	2336	2842	3340	3778	4241	4662	5101		

Significant Incidents

Date:	Incident:	Units Assigned:
11/21/2025	Rescue Vehicle Accident	B264, E264, M264, E261, PT266

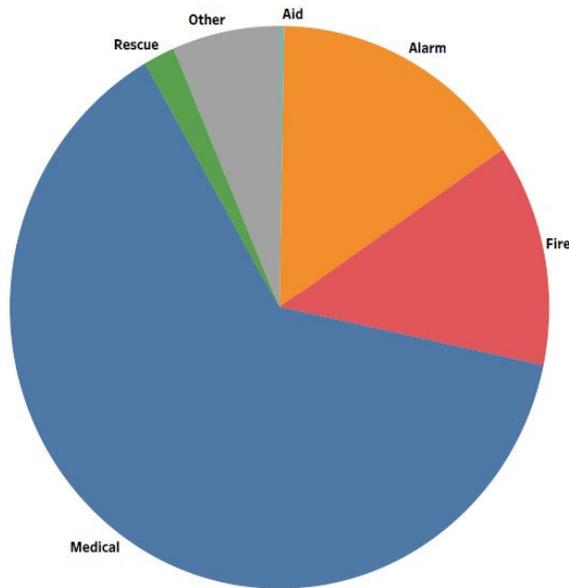
Rancho Santa Fe Fire Protection District Operations Report

November 2025

Assigned Incidents for RANCHO SANTA FE FPD
November 2025

Agency
RANCHO SANTA FE FPD

Month



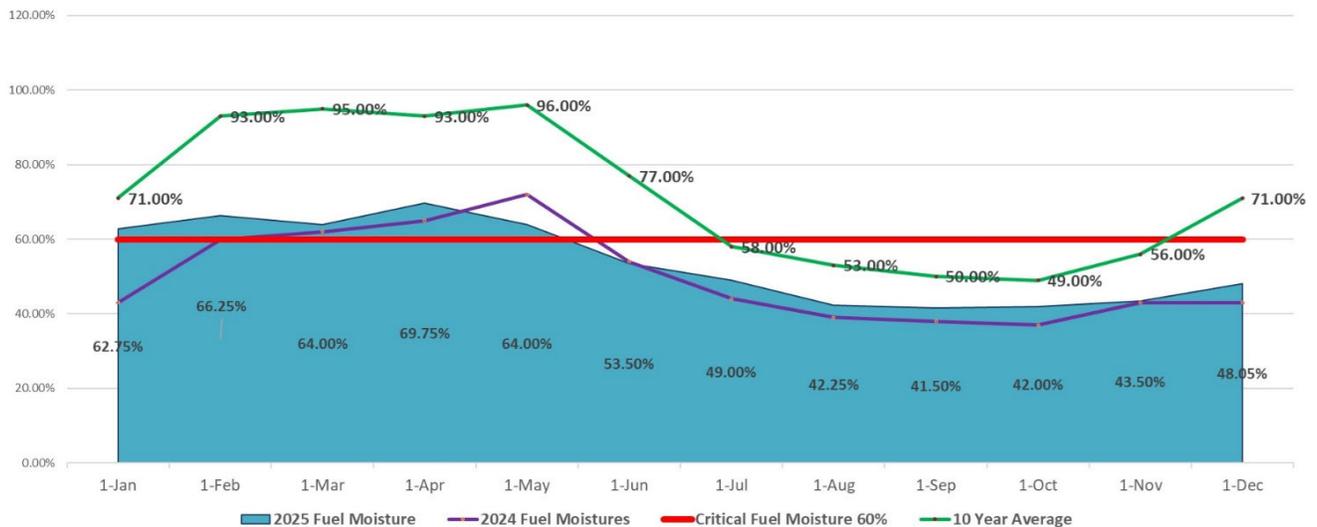
Aid	1 incidents / 0.27%
Alarm	57 incidents / 15.24%
Fire	48 incidents / 12.83%
Medical	237 incidents / 63.37%
Rescue	7 incidents / 1.87%
Other	24 incidents / 6.42%
Grand Total	374 incidents / 100.00%

- Problem Category
- Aid
 - Alarm
 - Fire
 - Medical
 - Rescue
 - Other

Data Source: AgencyDashboard_v3_Extract_v4
Data Last Updated: 12/1/2025 7:56:38 PM

Monthly Fuel Reports

2025 Fuel Moistures



Rancho Santa Fe Fire Protection District Operations Report

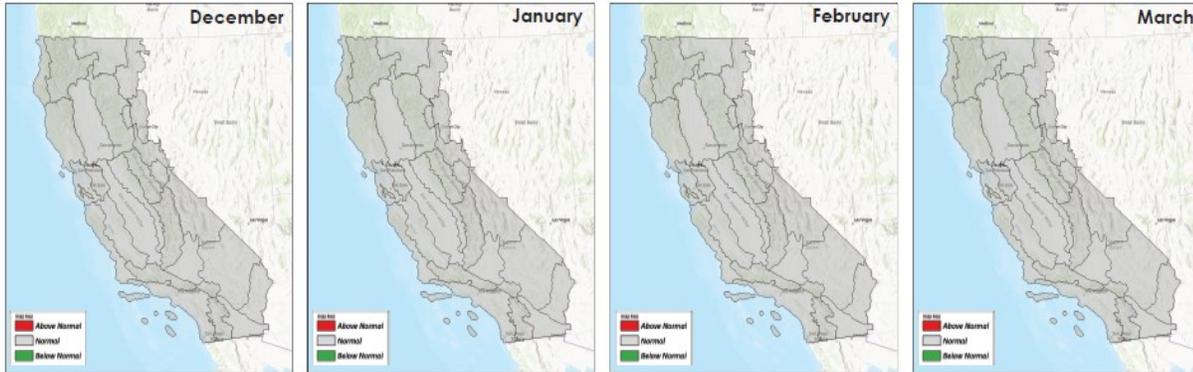
November 2025

WFTIIC Four Month Outlook

Visit WFTIIC Hub @ <https://wftiic.ca.gov> for more information | Created: December 1, 2025



Significant Fire Potential | December 2025 - March 2026



Northern Operations | [Click Here for Source](#)

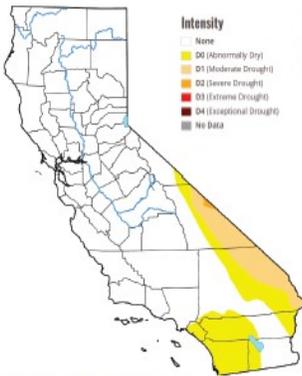
- Normal significant fire potential is projected during the outlook period.
- Intense weather patterns are expected during the next 4 months with extended cool-moist periods mixed with extended warm-dry periods.
- Some moderate spread potential would be possible during notable dry-gusty wind events following an extended warm-dry period, but chances of that are lower.
- Alignment of critically dry dead and live fuels is expected to be minimal or non-existent due to timely moisture intrusions, sufficient lowland green-up, extended periods of upper-elevation snow cover, and seasonality.

Southern Operations | [Click Here for Source](#)

- Normal significant fire potential is forecast for the four-month period, largely influenced by recent above-normal precipitation.
- Live fuel moisture levels have risen to between 80% and 100% of normal due to this precipitation, leading to extensive green-up at lower elevations.
- The threat of large fires is expected to remain low until April, due to substantial recent and upcoming precipitation.
- The frequency of Santa Ana wind events is likely to be below normal through March.

Drought Monitor

California | U.S. Drought Monitor (uni.edu)



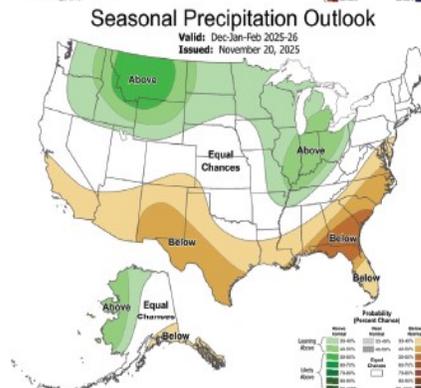
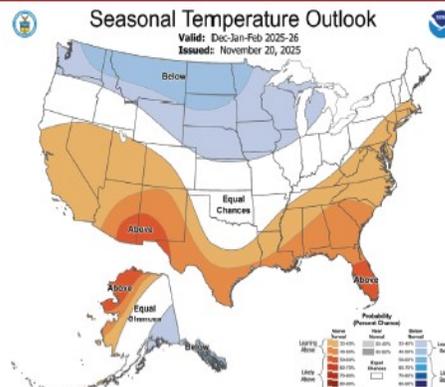
There is much less drought across the region compared to October due to the significant rainfall that occurred this month.

- **Northern and Central California:** Expect near to above normal temperatures along the coast, with the potential of below normal precipitation.
- **Southern California:** Recent storms greatly reduced drought conditions. However, abnormally dry conditions still exist across Southern California in areas east and south of Los Angeles County.

Map released: November 26, 2025

Temperature & Precipitation

Climate Prediction Center



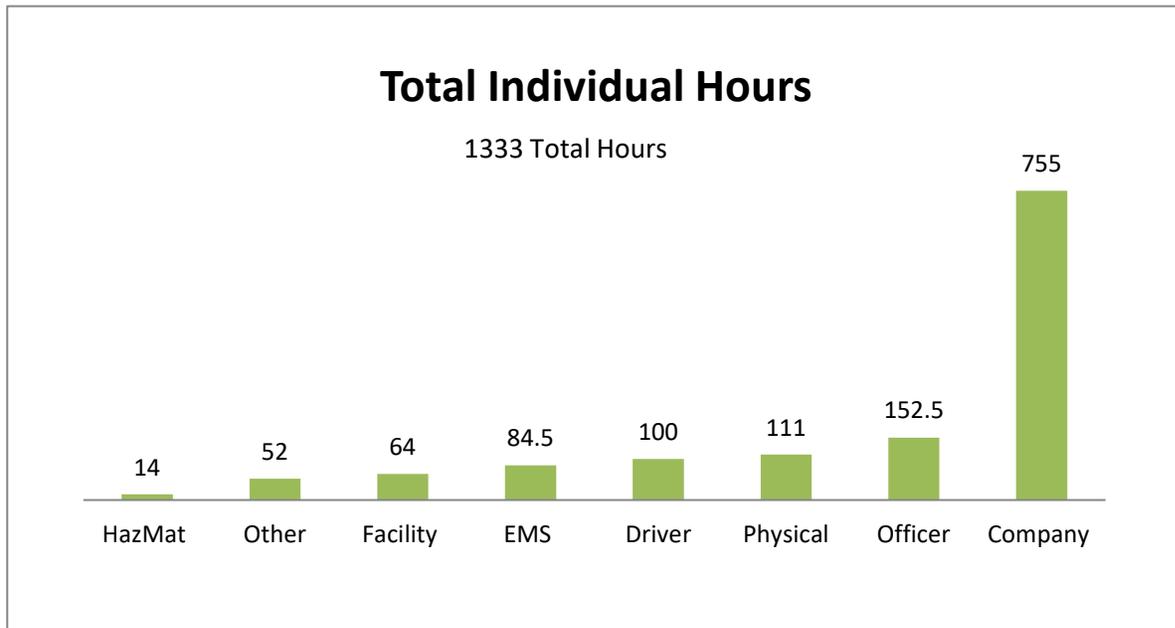
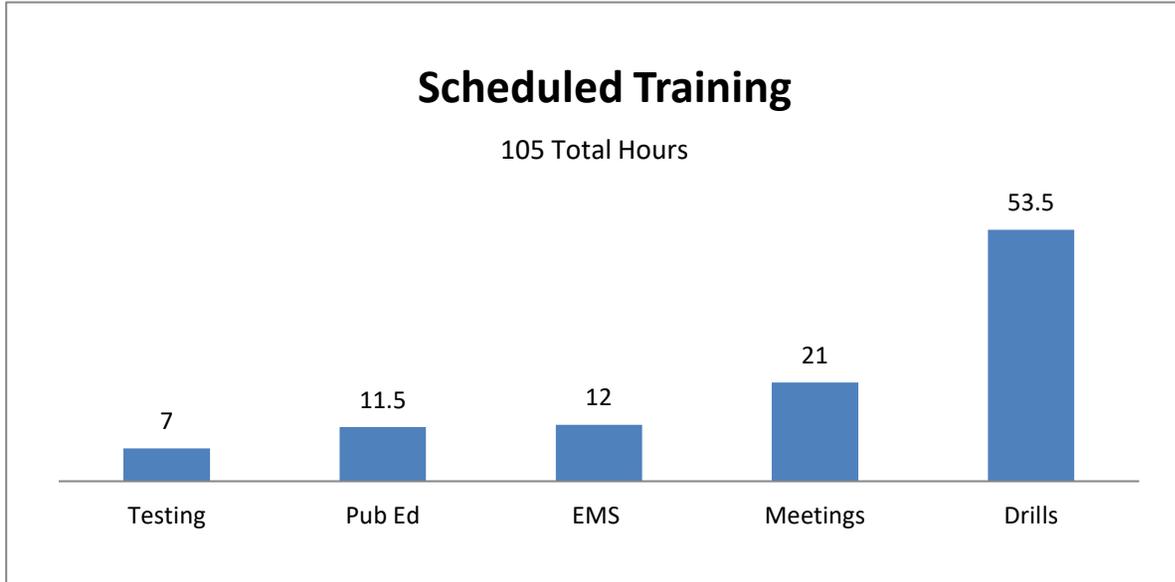
Northern vs Southern Precipitation

Western Regional Climate Center

The outlook for large fires is currently low, a result of above-average precipitation over the 2026 water year. Within nearly all Predictive Service Areas (PSAs), both 100-hour and 1000-hour dead fuel moistures are expected to remain at or above normal levels. This elevated moisture content can inhibit fire spread, even with the drier air that a La Niña pattern brings up to the area. Lowland herbaceous green-up, upper elevation snow, shorter day periods, and lower sun angles will also lessen the risk or shorten the burn periods.



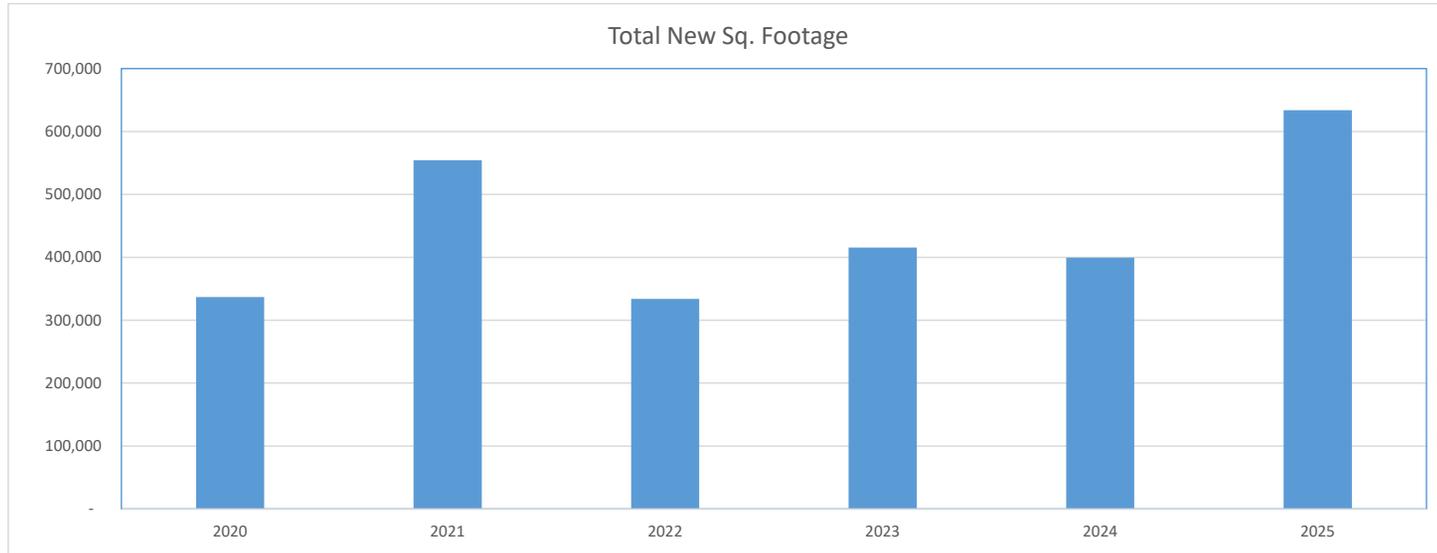
Training Division November 2025



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.		

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



Total New Square Footage (*Reflected in Chart Above)

Year	Total
2020	336,899
2021	554,173
2022	333,814
2023	415,530
2024	399,523
2025	633,719

Total New Square Footage Only

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
2020	29,226	41,043	38,102	25,751	38,400	7,290	16,516	15,384	77,848	15,070	22,529	9,740	336,899
2021	29,808	23,298	50,000	29,760	7,104	19,361	24,413	1,794	33,357	106,768	99,103	129,407	554,173
2022	42,895	14,666	32,871	8,805	39,325	42,871	18,679	21,916	23,981	18,782	46,658	22,365	333,814
2023	18,185	62,584	62,584	26,121	29,280	19,320	35,530	43,154	6,591	32,907	30,062	49,212	415,530
2024	34,014	12,126	27,634	32,019	47,195	12,864	21,183	124,723	32,445	7,901	40,362	7,057	399,523
2025	221,451	9,508	35,255	23,566	40,186	4,756	204,496	20,021	44,881	13,093	16,506		633,719

Comparison Total Reviewed Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
2020	40,748	86,593	145,794	76,506	54,651	42,950	47,950	91,532	163,417	127,963	59,192	47,677	984,973
2021	90,462	89,135	111,456	98,218	118,557	151,000	203,116	254,055	312,253	204,313	171,023	137,116	1,940,704
2022	128,254	204,226	162,816	250,473	176,018	115,972	27,777	130,623	261,094	319,242	219,859	243,944	2,240,298
2023	212,285	345,997	283,413	401,980	136,835	240,963	144,320	111,107	46,952	98,828	211,622	250,663	2,484,965
2024	188,103	90,004	176,084	148,134	148,134	49,134	130,763	210,614	286,781	106,718	202,387	209,584	1,946,440
2025	276,151	108,405	156,208	503,869	37,387	133,987	414,049	70,805	192,259	139,287	61,234		2,093,641

FIRE PREVENTION ACTIVITIES	
Investigations	4
Public Education/Community Outreach	-
Special Project	6
Meetings	27
Training Hours	2
TOTAL	39

WEED ABATEMENT	
Activity	# of Inspections
Weed Abatement Inspection	
Weed Abatement Reinspection	2
1st Notice	2
Final Notice	-
Posting	-
Notices Printed	-
Abated	-
Forced Abatement	-
TOTAL	4

OFFICE SUPPORT	
Activity	# Completed
Phone Calls	277
Correspondence	3,031
Walk in/Counter	-
Knox Application Request	-
Burn Permits	-
Plans Accepted/Routed	-
Special Projects	-
Scanning Documents/Electronic Files	-
Meetings: Admin/Prevention/Admin Shift	-
Post Office Runs	-
Deposit Runs/Preparations	-
TOTAL	3,308

Totals by Type	Plan Reviews	Inspections
Remodel	5	0
Residential Construction	9	17
Addition	7	4
ADU	6	2
Commercial Construction	1	1
Commercial T.I.	4	2
Tents/Special Events	2	4
Rack Storage	1	0
Preliminary	9	4
Fire Suppression Systems	8	8
Alarms	10	6
Landscaping	20	0
Grading/Mylars/Improvement	6	0
Underground	0	2
Hood System	0	0
Tanks	0	0
Cell Sites	0	0
DPLU	0	1
ESS/Solar	6	1
High Piled Storage	7	0
High Hazard/Communications/Other	3	0
Spray Booth	0	0
FPP	0	0
Technical Reports	0	0
Gates/Knox	0	1
Site Visit	0	4
Annual Inspection	0	1
DSS Liscensing	0	4
AB38	0	6
Total Plan Reviews	104	
Total Inspections		68
SQFT Reviewed (No Mit Fees)		44,728
Approved SQFT (Mit Fees)		16,506
Total SQFT Reviewed		61,234

STAFF REPORT

NO. 25-33

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: REVISED MANAGEMENT RESOLUTION
DATE: DECEMBER 17, 2025



RECOMMENDATION:

The Fire Chief recommends the Board of Directors approve the revised management resolution as presented (see track changes).

SUMMARY:

1. Salaries (Reference Items 1.1. and 1.2).

The salary range for each management position reflects a 5% increase (see track changes). With the upcoming 5% increase taking effect on January 1, 2026, to the RSF Professional Firefighters Memorandum of Understanding and the RSF Employee Association Memorandum of Understanding, this 5% increase adjustment to the management resolution will maintain the current degree of separation between the corresponding management positions and the specific MOU upper-level position or rank. Examples: Accounting Specialist II to the Finance Manager, or Deputy Fire Marshal to Fire Marshal or Fire Captain to Battalion Chief. The 5% application was applied between the chief officer ranks: Battalion Chief to Deputy Chief and Deputy Chief to Fire Chief. This is to provide a financial incentive to further support succession planning for the organization.

2. Non-exempt FLSA Compensation (Reference Item 10.2.1).

The Fire District removed converting a 40-hour workweek to a 56-hour work week when the Training Officer works overtime, such as vacation coverage, sick leave coverage, vacancy coverage, and incident deployments. This removal provides consistency for all overtime paid based on time and one-half of the 40-hour work week beginning 1/1/2026. With the recent Cal OES training in May 2025, the Fire District has filed an "Amendment A" with Cal OES that captures the Training Officer 40-hour work week rate under their salary survey, thereby allowing overtime payment to be based upon one and one-half of the 40-hour work week when deployed on Cal OES incidents.

RESOLUTION NO. 2025-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ESTABLISHING SALARIES AND BENEFITS FOR MANAGEMENT PERSONNEL

BE IT RESOLVED that the Board of Directors of the Rancho Santa Fe Fire Protection District does hereby authorize the following salary ranges and benefits for management personnel effective, January 1, 2026.

1. SALARIES

1.1 The following salary range for EXEMPT positions identified is as follows:

<i>Position</i>	<i>Range/Annual Salary</i>	
Fire Chief	\$249,792	\$275,396
Deputy Chief	\$215,780	\$237,897
Fire Marshal	\$170,875	\$188,390
Finance Manager	\$132,577	\$146,166

1.2 The following salary range for NON-EXEMPT position(s) identified is as follows:

<i>Position</i>	<i>Range/Annual Salary</i>	
Battalion Chief	\$186,399	\$205,504

2. RETIREMENT

2.1 Retirement (Safety): the district shall retain a retirement plan with the Public Employees Retirement System (PERS) 3% @ 50 plan for all safety employees hired before March 31, 2012. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefits:

- a. One-Year Final Compensation
- b. 1959 Survivor Benefit – Fourth Level

Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service, and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.

2.2 All safety employees enrolled in the CalPERS 3% @ 50 plan: the employee will contribute 100% of the employee's contribution for all reportable wages. Effective January 1, 2024, in addition to paying the member contributions identified previously, classic safety members (Tier 1 & Tier 2) shall in engage in cost-sharing pursuant to Government Code Section 20516(f) by contributing an additional one and three quarter (1.75%) percent; for a total of 13.75%, to be collected of the employee's compensation reported toward the employer's cost and applied towards the District's UAL. The employee will contribute \$2 per month towards the cost of the 1959 Survivor Benefit - Fourth Level.

- 2.3 All safety employees hired after July 1, 2012; the District shall retain a retirement plan with the Public Employee Retirement System (PERS) 3% @ 55 plan. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefit:
- a. 1959 Survivor Benefit – Fourth Level
Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service, and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.
- 2.4 All safety employees enrolled in the CalPERS 3% @ 55 plan: the employee will contribute 100% of the employee’s contribution for all reportable wages. Effective January 1, 2024, in addition to paying the member contributions identified previously, classic safety members (Tier 1 & Tier 2) shall in engage in cost-sharing pursuant to Government Code Section 20516(f) by contributing an additional one and three quarter (1.75%) percent; for a total of 13.75% to be collected of the employee’s compensation reported toward the employer’s cost and applied towards the District’s UAL. The employee will contribute \$2 per month toward the cost of the 1959 Survivor Benefit – Fourth Level.
- 2.5 Employee contributions for employees entering membership on or after January 1, 2013, and subject to the California Public Employees’ Pension Reform Act of 2013 (PEPRA) will be determined by CalPERS.
- 2.6 The district agrees to report member contributions as taxed deferred for all employees enrolled in the CalPERS plans.
- 2.7 Retirement (Non-safety): the district shall retain a retirement plan with the Public Employees Retirement System (PERS) 2.7% @ 55 plan for all employees hired before April 1, 2012. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefits:
- a. One-Year Final Compensation
 - b. 1959 Survivor Benefit - Fourth Level
Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service, and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.
- 2.8 All non- safety employees enrolled in the PERS 2.7% @ 55 plan; the employee will contribute 100% of the employee’s contribution for all reportable wages. The employee will contribute \$2 per month towards the cost of the 1959 Survivor Benefit - Fourth Level.
- 2.9 All non-safety employees hired after July 1, 2012; the District shall retain a retirement plan with the Public Employee Retirement System (CalPERS) 2.5% @ 55 plan. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefit:
- a. 1959 Survivor Benefit – Fourth Level
Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service, and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.

- 2.10 All non-safety employees enrolled in the PERS 2.5% @ 55 plan; the employee will contribute 100% of the employee's contribution toward the employee contribution for all reportable wages. The employee will also contribute \$2 per month toward the cost of the 1959 Survivor Benefit – Fourth level.
- 2.11 Employee contributions for employees entering membership on or after January 1, 2013, and subject to the California Public Employees' Pension Reform Act of 2013 (PEPRA) will be determined by CalPERS.
- 2.12 The District agrees to report member contributions as tax deferred for all employees enrolled in CalPERS.

3. SICK LEAVE

3.1 *Shift Employees*

- 3.1.1 Accrual: Shift employees shall accrue sick leave at the rate of 12 hours per month. Sick leave shall be accumulated with no maximum accrual.
- 3.1.2 At retirement, unused sick leave credit for shift employees shall be converted as follows:
 - a. All unused sick leave hours will be reported to CalPERS for additional service credit, if applicable; or
 - b. The employee may choose to convert unused sick leave hours to an employee's FHRA at a ratio of 2:1. A minimum of 500 sick leave hours is required to be eligible for this option. The FHRA contribution shall be calculated at the straight time rate and shall not exceed the value of 40 shifts or 960 hours.

3.2 *Non-shift employees*

- 3.2.1 Accrual: Non-shift employees shall accrue sick leave at the rate of 8 hours per month. Sick leave shall be accumulated with no maximum accrual.
- 3.2.2 At retirement, unused sick leave credit for non-shift employees shall be converted as follows:
 - a. All unused sick leave hours will be reported to CalPERS for additional service credit, if applicable; or
 - b. The employee may convert unused sick leave hours to be an employee's FHRA at a ratio of 2:1. A minimum of 357 hours is required to be eligible for this option. The FHRA shall be calculated at the straight time rate and shall not exceed the value of 685 hours.

3.3 *Management Employees*

- 3.3.1 The accrual rate shall apply to the employee's permanent work schedule and not be changed for temporary or short-term assignments.
- 3.3.2 When an employee changes from one work schedule to another work schedule as a permanent assignment, accumulated leave shall be adjusted in accordance with the ratio of one work schedule to the other. Example: factor from 56-hour workweek to 40-hour workweek is .714; the factor from 40-hour workweek to 56-hour workweek is 1.4.
- 3.3.3 Sick leave shall be available for personal illness or injury, emergency medical or dental appointments and for reasonable travel time to and from health care facilities. Sick leave shall also be available to an employee for caring for a member of his/her immediate family who is ill or injured, emergency medical or dental appointments, and for reasonable travel time to and from health care facilities.
- 3.3.4 Bereavement leave shall be granted for the death or imminent death of any employee's immediate family or dependent, including spouse's immediate family or dependent. Bereavement leave shall not exceed five (5) days, based on Government code section 12945.7. No paid leave shall be granted without prior administrative approval. All bereavement leave shall be charged against accrued sick leave.

- 3.3.5 Definition of Immediate Family, defined in California Labor Code Section 245.5.

4. INSURANCE

- 4.1 The district shall contract with a provider(s) for medical and dental benefits for providing employees and their eligible dependents with insurance benefits. The district agrees to contribute 80% of the average CalPERS HMO medical plans listed by the CalPERS in Region 2 or any subsequent region designated by CalPERS as the region in which the district is located; and 100% of the HMO dental plan(s) offered (at the family rate), per month toward medical and dental insurance; this is defined as District Contribution. This calculated dollar amount shall be inclusive of any mandatory contributions that may be required by the provider. However, if the monthly premiums for medical and dental insurance exceed 80% of the average HMO medical/dental plans offered per month, the affected employee will be responsible for the difference.
- 4.2 Any unused medical premium amount from the District Contribution shall be deposited monthly into the employees Active Health Reimbursement Arrangement (AHRA) and may be used for medical/dental reimbursements as defined Internal Revenue Code Section 213(d) and described in IRS Publication 502 for a maximum period of 12 months. These funds will be in the Active Health Reimbursement Arrangement (AHRA). After the 12-month period expires, 100% of any unused amount from the District Contribution (AHRA) shall be transferred to the employee's Funded Health Retirement Account (FHRA). At the conclusion of December 31st, employees will have until January 31st to submit claims for reimbursement in the TASC (or similar) system for reimbursement of the previous calendar year. Anything submitted after January 31st for the previous calendar year will be declined. On February 1st, 100% of the remaining funds in the AHRA will then be transferred into the Funded Health Reimbursement Arrangement (FHRA). NOTE: If an employee separates from employment during the 12-month period, the unused amount from the District Contribution (AHRA) shall be forfeited. The unused amount from the District Contribution (AHRA) cannot be cashed out.
- 4.3 The district will strive to provide every eligible employee with options for group medical and dental insurance plans. If eligible dependents are enrolled in the group insurance, they must be enrolled in the same coverage as the employee.
- 4.4 Eligible full-time employees may elect to opt out of only the medical insurance if proof of alternate group health coverage that complies with the ACA's health care reform mandates can be provided to the district. If an eligible full-time employee opts out and provides the required proof of alternative group health coverage, the district shall place a capped rate of \$1,000 per month (\$12,000 annually) in the employee's Active Health Reimbursement Arrangement (AHRA) to be utilized per the provisions in 4.2.
- 4.5 Employees, upon retirement, at no additional cost to active employees or to the district shall be allowed to remain on the group dental plan until age 65. The retiree will be required to have the same plan as active employees. The retiree will be responsible for payment of the entire premium and a two percent (2%) administrative cost.
- 4.6 Life: The District shall provide a \$50,000 life insurance policy for the employees and the Board of Directors, and \$1,000 life insurance policy for employee's dependents. The policy shall include accidental death and dismemberment coverage.
- 4.7 Long-Term Disability: The District shall provide a Long-Term Disability plan.
- 4.8 In the event the Board of Directors modifies the insurance benefit (increase or decrease) in any other labor contract, this insurance benefit shall be adjusted per said resolution or contract for all positions identified in this Resolution.

5. FUNDED HEALTH RETIREMENT ACCOUNT (FHRA)

- 5.1 Employees shall be required to participate in a District administered Funded Health Retirement Account (FHRA). The following terms apply:
 - a. Effective July 1, 2006, a monetary contribution will be made by the district in the amount of \$100 per employee per month.

- b. The value of any unused Active Health Reimbursement Arrangement (AHRA) shall be transferred at the end of each calendar and fiscal year to the employee's Funded Health Retirement Account (FHRA) (contributed twice a year).
 - c. If the shift employee has an excess of 480 hours of unused sick leave, then at the end of each calendar year 50% of the unused sick leave (144 minus sick leave used x 0.50) will be contributed to the FHRA at the employee's hourly rate.
 - d. If the non-shift employee has an excess of 343 hours of unused sick leave, then at the end of each calendar year 50% of the unused sick leave (96 minus sick leave used) will be contributed to the RHSA at the employee's hourly rate.
- 5.2 Medical Reimbursement: this option is considered a non-taxable benefit, which may be used for additional medical/dental expenses, and this option is not considered as reportable compensation to CalPERS. Note that unused monies in this account are not eligible for transfer to the District's Health Retirement Savings Account.

6. MANAGEMENT INCENTIVE PAY (Exempt)

- 6.1 Effective July 1, 2023, in recognition of the unique nature of the district's executive management and confidential positions and associated job responsibilities, exempt employees covered by this Resolution will receive Management Incentive Pay (MIP). Management personnel are responsible for coordinating the services provided by their department and are held accountable for responding to the distinctive needs of the community, irrespective of time and place. MIP consists of an additional 10% of base pay paid bi-weekly.
- 6.2 Safety Officer Training Premium - Non-Exempt Battalion Chiefs who are assigned by the Fire Chief as the Training Officer to instruct and train fire personnel on safety procedures will receive an additional 5% of base pay paid bi-weekly. Battalion Chiefs will be rotated in and out of the assignment at the discretion of the Fire Chief.

7. HOLIDAYS

- 7.1 For the purpose of this section, the legal "holiday" shall mean and include the following days:
 - a. New Year's Day (January 1)
 - b. Martin Luther King Day (third Monday in January)
 - c. President's Day (third Monday in February)
 - d. Memorial Day (fourth Monday in May)
 - e. Independence Day (July 4)
 - f. Labor Day (first Monday in September)
 - g. Veteran's Day (November 11)
 - h. Thanksgiving Day (fourth Thursday in November)
 - i. Day after Thanksgiving Day
 - j. Christmas Day (December 25)
 - k. Floating Holiday

8. USE OF DISTRICT VEHICLES

- 8.1 The district will assign a vehicle to the following positions for commuting to/from work and all business purposes to insure availability for immediate emergency response:
 - a. Fire Chief
 - b. Deputy Chief
 - c. Fire Marshal
 - d. Battalion Chief – Administrative/Training
- 8.2 Personnel assigned to a take home vehicle must meet a 45-minute response time to District from their place of residence.
- 8.3 Battalion Chief – Shift: while on duty, shift Battalion Chiefs are provided an emergency vehicle to assist in the performance of their duties.
- 8.4 The value for all personal use may be reported as a taxable fringe benefit as established by IRS

Regulations and the District’s Administrative policy.

9. VACATION ACCRUAL

9.1 Annual vacation accrual hours shall be based upon years of service in accordance with the following:

Years of Service	Based on 40-hour work week	Based on 56-hour work week
0 – 4 years	80 hours	264 hours
5 – 9 years	120 hours	288 hours
10 – 14 years	160 hours	312 hours
15 – 19 years	200 hours	360 hours
20+ years	240 hours	408 hours

Note: The Fire Chief is authorized to negotiate the starting vacation accumulation different from shown above for management staff members new to the district.

9.2 All management employees shall have the option to sell the excess of 80 hours (non-shift), or the excess of 264 hours (shift) accrued vacation at straight time, not more than twice a year, after the work period ends that include June 30 and December 31.

9.3 An employee may only sell a maximum of 200 hours of accrued vacation per calendar year. Minimum vacation accrual balances are required as identified in 10.2.

9.4 A written request received by November 30 for payment of accrued vacation sold back to the district, which will be remitted by separate check on December 15. A written request received by June 30 for payment of vacation sold back to the district, which will be remitted by separate check on July 15. No payments under this section will be reported as “reportable compensation” for retirement purposes.

9.5 Annual vacation accrual for the position of Fire Chief and Deputy Chief will be calculated based on years of service under the 40-hour work week with the annual addition of 86 hours allocated on December 31st. The annual 86 hours will be prorated from time of promotion to December 31st.

9.6 Any vacation hours accrued above 600 hours on June 30 and December 31 will be automatically cashed out on July 15 and January 15 pay dates, respectively.

10. NON-EXEMPT FLSA COMPENSATION

10.1 The Shift Battalion Chief position shall be paid an hourly rate of time and one-half for all overtime worked beyond their regular hours assigned.

10.2 The hourly rate for the Training Officer (Battalion Chief) position will be converted to a 40-hour workweek. The hourly rate will be adjusted as specified herein. Factor from 56-hour workweek to a 40-hour workweek is **.714**; Factor from 40-hour workweek to a 56-hour workweek is **1.4**.

10.2.1 The Training Officer shall be paid an hourly rate of time and one-half per the 40-hour workweek for all overtime beyond their regular hours assigned including sick leave coverage, vacation coverage, vacancy coverage, call-back pay or incident deployment.

11. UNIFORMS

12.1 Positions required to wear class B uniforms will be provided a Uniform Allowance up to \$600.00 each fiscal year. The value of the uniform provided is reported to CalPERS as compensation subject to retirement contributions for employees in classic retirement tiers (not PEPR).

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on December 17, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James H. Ashcraft
President

ATTEST:

Sarah Montagne
Board Clerk

RESOLUTION NO. 20245-XX

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ESTABLISHING SALARIES AND BENEFITS FOR MANAGEMENT PERSONNEL

BE IT RESOLVED that the Board of Directors of the Rancho Santa Fe Fire Protection District does hereby authorize the following salary ranges and benefits for management personnel effective, January 1, ~~2025~~, 2026.

1. SALARIES

1.1 The following salary range for EXEMPT positions identified is as follows:

<i>Position</i>	<i>Range/Annual Salary</i>	
Fire Chief	\$249,792 <u>237,897</u>	\$275,396 <u>262,282</u>
Deputy Chief	\$205,504 <u>215,780</u>	\$237,897 <u>226,569</u>
Fire Marshal	\$170,875 <u>162,738</u>	\$179,419 <u>188,390</u>
Finance Manager	\$126,264 <u>132,577</u>	\$146,166 <u>139,206</u>

Commented [DM1]: Increase management salary ranges by 5%.

1.2 The following salary range for NON-EXEMPT position(s) identified is as follows:

<i>Position</i>	<i>Range/Annual Salary</i>	
Battalion Chief	\$186,399 <u>177,522</u>	\$205,504 <u>195,719</u>

2. RETIREMENT

2.1 Retirement (Safety): the district shall retain a retirement plan with the Public Employees Retirement System (PERS) 3% @ 50 plan for all safety employees hired before March 31, 2012. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefits:

- a. One-Year Final Compensation
- b. 1959 Survivor Benefit – Fourth Level

Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service, and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.

2.2 All safety employees enrolled in the CalPERS 3% @ 50 plan: the employee will contribute 100% of the employee’s contribution for all reportable wages. Effective January 1, 2024, in addition to paying the member contributions identified previously, classic safety members (Tier 1 & Tier 2) shall in engage in cost-sharing pursuant to Government Code Section 20516(f) by contributing an additional one and three quarter (1.75%) percent; for a total of 13.75%, to be collected of the employee’s compensation reported toward the employer’s cost and applied towards the District’s UAL. The employee will contribute \$2 per month towards the cost of the 1959 Survivor Benefit - Fourth Level.

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- 2.3 All safety employees hired after July 1, 2012; the District shall retain a retirement plan with the Public Employee Retirement System (PERS) 3% @ 55 plan. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefit:
 - a. 1959 Survivor Benefit – Fourth Level
Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service, and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.
- 2.4 All safety employees enrolled in the CalPERS 3% @ 55 plan: the employee will contribute 100% of the employee’s contribution for all reportable wages. Effective January 1, 2024, in addition to paying the member contributions identified previously, classic safety members (Tier 1 & Tier 2) shall in engage in cost-sharing pursuant to Government Code Section 20516(f) by contributing an additional one and three quarter (1.75%) percent; for a total of 13.75% to be collected of the employee’s compensation reported toward the employer’s cost and applied towards the District’s UAL. The employee will contribute \$2 per month toward the cost of the 1959 Survivor Benefit – Fourth Level.
- 2.5 Employee contributions for employees entering membership on or after January 1, 2013, and subject to the California Public Employees’ Pension Reform Act of 2013 (PEPRA) will be determined by CalPERS.
- 2.6 The district agrees to report member contributions as taxed deferred for all employees enrolled in the CalPERS plans.
- 2.7 Retirement (Non-safety): the district shall retain a retirement plan with the Public Employees Retirement System (PERS) 2.7% @ 55 plan for all employees hired before April 1, 2012. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefits:
 - a. One-Year Final Compensation
 - b. 1959 Survivor Benefit - Fourth Level
Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service, and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.
- 2.8 All non- safety employees enrolled in the PERS 2.7% @ 55 plan; the employee will contribute 100% of the employee’s contribution for all reportable wages. The employee will contribute \$2 per month towards the cost of the 1959 Survivor Benefit - Fourth Level.
- 2.9 All non-safety employees hired after July 1, 2012; the District shall retain a retirement plan with the Public Employee Retirement System (CalPERS) 2.5% @ 55 plan. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefit:
 - a. 1959 Survivor Benefit – Fourth Level
Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service, and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.

- 2.10 All non-safety employees enrolled in the PERS 2.5% @ 55 plan; the employee will contribute 100% of the employee's contribution toward the employee contribution for all reportable wages. The employee will also contribute \$2 per month toward the cost of the 1959 Survivor Benefit – Fourth level.
- 2.11 Employee contributions for employees entering membership on or after January 1, 2013, and subject to the California Public Employees' Pension Reform Act of 2013 (PEPRA) will be determined by CalPERS.
- 2.12 The District agrees to report member contributions as tax deferred for all employees enrolled in CalPERS.

3. SICK LEAVE

3.1 *Shift Employees*

- 3.1.1 Accrual: Shift employees shall accrue sick leave at the rate of 12 hours per month. Sick leave shall be accumulated with no maximum accrual.
- 3.1.2 At retirement, unused sick leave credit for shift employees shall be converted as follows:
 - a. All unused sick leave hours will be reported to CalPERS for additional service credit, if applicable; or
 - b. The employee may choose to convert unused sick leave hours to an employee's FHRA at a ratio of 2:1. A minimum of 500 sick leave hours is required to be eligible for this option. The FHRA contribution shall be calculated at the straight time rate and shall not exceed the value of 40 shifts or 960 hours.

3.2 *Non-shift employees*

- 3.2.1 Accrual: Non-shift employees shall accrue sick leave at the rate of 8 hours per month. Sick leave shall be accumulated with no maximum accrual.
- 3.2.2 At retirement, unused sick leave credit for non-shift employees shall be converted as follows:
 - a. All unused sick leave hours will be reported to CalPERS for additional service credit, if applicable; or
 - b. The employee may convert unused sick leave hours to be an employee's FHRA at a ratio of 2:1. A minimum of 357 hours is required to be eligible for this option. The FHRA shall be calculated at the straight time rate and shall not exceed the value of 685 hours.

3.3 *Management Employees*

- 3.3.1 The accrual rate shall apply to the employee's permanent work schedule and not be changed for temporary or short-term assignments.
- 3.3.2 When an employee changes from one work schedule to another work schedule as a permanent assignment, accumulated leave shall be adjusted in accordance with the ratio of one work schedule to the other. Example: factor from 56-hour workweek to 40-hour workweek is .714; the factor from 40-hour workweek to 56-hour workweek is 1.4.
- 3.3.3 Sick leave shall be available for personal illness or injury, emergency medical or dental appointments and for reasonable travel time to and from health care facilities. Sick leave shall also be available to an employee for caring for a member of his/her immediate family who is ill or injured, emergency medical or dental appointments, and for reasonable travel time to and from health care facilities.
- 3.3.4 Bereavement leave shall be granted for the death or imminent death of any employee's immediate family or dependent, including spouse's immediate family or dependent. Bereavement leave shall not exceed five (5) days, based on Government code section 12945.7. No paid leave shall be granted without prior administrative approval. All bereavement leave shall be charged against accrued sick leave.

- 3.3.5 Definition of Immediate Family defined in California Labor Code Section 245.5.

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4. INSURANCE

- 4.1 The district shall contract with a provider(s) for medical and dental benefits for providing employees and their eligible dependents with insurance benefits. The district agrees to contribute 80% of the average CalPERS HMO medical plans listed by the CalPERS in Region 2 or any subsequent region designated by CalPERS as the region in which the district is located; and 100% of the HMO dental plan(s) offered (at the family rate), per month toward medical and dental insurance; this is defined as District Contribution. This calculated dollar amount shall be inclusive of any mandatory contributions that may be required by the provider. However, if the monthly premiums for medical and dental insurance exceed 80% of the average HMO medical/dental plans offered per month, the affected employee will be responsible for the difference.
- 4.2 Any unused medical premium amount from the District Contribution shall be deposited monthly into the employees Active Health Reimbursement Arrangement (AHRA) and may be used for medical/dental reimbursements as defined Internal Revenue Code Section 213(d) and described in IRS Publication 502 for a maximum period of 12 months. These funds will be in the Active Health Reimbursement Arrangement (AHRA). After the 12-month period expires, 100% of any unused amount from the District Contribution (AHRA) shall be transferred to the employee's Funded Health Retirement Account (FHRA). At the conclusion of December 31st, employees will have until January 31st to submit claims for reimbursement in the TASC (or similar) system for reimbursement of the previous calendar year. Anything submitted after January 31st for the previous calendar year will be declined. On February 1st, 100% of the remaining funds in the AHRA will then be transferred into the Funded Health Reimbursement Arrangement (FHRA). NOTE: If an employee separates from employment during the 12-month period, the unused amount from the District Contribution (AHRA) shall be forfeited. The unused amount from the District Contribution (AHRA) cannot be cashed out.
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Regulations and the District’s Administrative policy.

9. VACATION ACCRUAL

9.1 Annual vacation accrual hours shall be based upon years of service in accordance with the following:

Years of Service	Based on 40-hour work week	Based on 56-hour work week
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Note: The Fire Chief is authorized to negotiate the starting vacation accumulation different from shown above for management staff members new to the district.

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10. NON-EXEMPT FLSA COMPENSATION

10.1 The Shift Battalion Chief position shall be paid an hourly rate of time and one-half for all overtime worked beyond their regular hours assigned.

10.2 The hourly rate for the Training Officer (Battalion Chief) position will be converted to a 40-hour workweek. The hourly rate will be adjusted as specified herein. Factor from 56-hour workweek to a 40-hour workweek is .714; Factor from 40-hour workweek to a 56-hour workweek is 1.4.

~~10.2.1~~ The Training Officer shall be paid an hourly rate of time and one-half per the 40-hour workweek for all Training Officer/administrative overtime beyond their regular hours assigned including -

~~10.2.1~~ The Training Officer (Battalion Chief) who works overtime for sick leave coverage, vacation coverage, vacancy coverage, call-back pay or incident deployment.

~~10.2.2~~ — The hourly rate will be converted from the 40-hour workweek to the 56-hour workweek and overtime shall be paid an hourly rate of time and one half per the 56-hour workweek.

11. UNIFORMS

12.1 Positions required to wear class B uniforms will be provided a Uniform Allowance up to

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Resolution No. 20245-XX

Page 7 of 7

\$600.00 each fiscal year. The value of the uniform provided is reported to CalPERS as compensation subject to retirement contributions for employees in classic retirement tiers (not PEPRAs).

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on December 18, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James H. Ashcraft
President

ATTEST:

Sarah Montagne
Board Clerk

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STAFF REPORT

NO.25-34

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: 2025 PUBLIC PROTECTION CLASSIFICATION
DATE: DECEMBER 17, 2025

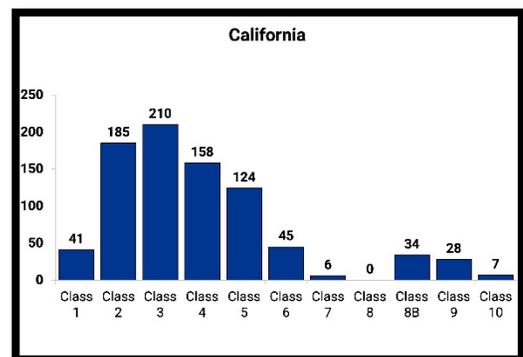
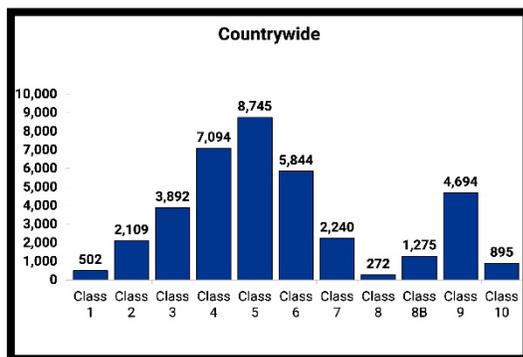


INFORMATION ONLY:

The Fire District completed the 2025 Insurance Service Office (ISO) Public Protection Classification (PPC) and received a 3/3X (See Attached 2025 PPC Report). The last PPC report was completed in October 2019 and effective February 2020 where the Fire District receive a 2/2Y rating by a ¼ of a point. The Fire Chief worked with the ISO retrogression division representative to understand if the Fire District could realistically retain the 2/2Y. Based upon their analysis and expertise, the answer is NO. The Fire District lost minor points across several categories erasing the ¼ point margin. They state the Fire District has a strong PPC 3/3X and is in great standing based on the graphs below (<https://www.isomitigation.com/>).

The PPC survey, conducted every 5 years, allows ISO to evaluate over 47,500 fire departments throughout the United States on all aspects of the fire service including emergency communications, fire station locations, equipment and staffing, water supply systems, and community risk reduction efforts. ISO analyzes the data provided by the fire agency and assigns a classification number based on the fire department's results. The ISO classification is a scale from 1 to 10. A Class 1 indicates a fire department that provides excellent property fire protection by scoring high on all requirements, while a Class 10 indicates a fire department does not meet any of ISO's minimum standard of service.

The Fire District can request an early PPC evaluation if significant changes did occur that could result in a higher score such as, increased firefighter staffing and implementation of a ladder truck.



BACKGROUND:

Previous ISO PPC for the Fire District.

- 1993 – 4/9
- 1995 – 4/9
- 2011 – 4/9
- 2014 – 3/3X
- 2020 – 2/2Y
- 2025 – 3/3X

**Public Protection Classification
(PPC®)
Summary Report**

Rancho Santa Fe FD

California (S)

Prepared by

**Insurance Services Office, Inc.
1000 Bishops Gate Blvd., Ste. 300
P.O. Box 5404
Mt. Laurel, New Jersey 08054-5404
1-800-444-4554**

Report Created October 2025

Background Information

Introduction

ISO collects and evaluates information from communities in the United States on their structure fire suppression capabilities. The data is analyzed using our Fire Suppression Rating Schedule (FSRS) and then a Public Protection Classification (PPC®) grade is assigned to the community. The surveys are conducted whenever it appears that there is a possibility of a PPC change. As such, the PPC program provides important, up-to-date information about fire protection services throughout the country.

The FSRS recognizes fire protection features only as they relate to suppression of first alarm structure fires. In many communities, fire suppression may be only a small part of the fire department's overall responsibility. ISO recognizes the dynamic and comprehensive duties of a community's fire service, and understands the complex decisions a community must make in planning and delivering emergency services. However, in developing a community's PPC grade, only features related to reducing property losses from structural fires are evaluated. Multiple alarms, simultaneous incidents and life safety are not considered in this evaluation. The PPC program evaluates the fire protection for small to average size buildings. Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual PPC grade.

A community's investment in fire mitigation is a proven and reliable predictor of future fire losses. Statistical data on insurance losses bears out the relationship between excellent fire protection – as measured by the PPC program – and low fire losses. So, insurance companies use PPC information for marketing, underwriting, and to help establish fair premiums for homeowners and commercial fire insurance. In general, the price of fire insurance in a community with a good PPC grade is substantially lower than in a community with a poor PPC grade, assuming all other factors are equal.

ISO is an independent company that serves insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk. ISO's expert staff collects information about municipal fire suppression efforts in communities throughout the United States. In each of those communities, ISO analyzes the relevant data and assigns a PPC grade – a number from 1 to 10. Class 1 represents an exemplary fire suppression program, and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.

ISO's PPC program evaluates communities according to a uniform set of criteria, incorporating nationally recognized standards developed by the National Fire Protection Association and the American Water Works Association. A community's PPC grade depends on:

- **Needed Fire Flows**, which are representative building locations used to determine the theoretical amount of water necessary for fire suppression purposes.
- **Emergency Communications**, including emergency reporting, telecommunicators, and dispatching systems.
- **Fire Department**, including equipment, staffing, training, geographic distribution of fire companies, operational considerations, and community risk reduction.
- **Water Supply**, including inspection and flow testing of hydrants, alternative water supply operations, and a careful evaluation of the amount of available water compared with the amount needed to suppress fires up to 3,500 gpm.

Data Collection and Analysis

ISO has evaluated and classified over 39,000 fire protection areas across the United States using its FSRS. A combination of meetings between trained ISO field representatives and the dispatch center coordinator, community fire official, and water superintendent is used in conjunction with a comprehensive questionnaire to collect the data necessary to determine the PPC grade. In order for a community to obtain a grade better than a Class 9, three elements of fire suppression features are reviewed. These three elements are Emergency Communications, Fire Department, and Water Supply.

A review of the **Emergency Communications** accounts for 10% of the total classification. This section is weighted at **10 points**, as follows:

- Emergency Reporting 3 points
- Telecommunicators 4 points
- Dispatch Circuits 3 points

A review of the **Fire Department** accounts for 50% of the total classification. ISO focuses on a fire department's first alarm response and initial attack to minimize potential loss. The fire department section is weighted at **50 points**, as follows:

- Engine Companies 6 points
- Reserve Pumpers 0.5 points
- Pump Capacity 3 points
- Ladder/Service Companies 4 points
- Reserve Ladder/Service Trucks 0.5 points
- Deployment Analysis 10 points
- Company Personnel 15 points
- Training 9 points
- Operational considerations 2 points
- Community Risk Reduction 5.5 points (in addition to the 50 points above)

A review of the **Water Supply** system accounts for 40% of the total classification. ISO reviews the water supply a community uses to determine the adequacy for fire suppression purposes. The water supply system is weighted at **40 points**, as follows:

- Credit for Supply System 30 points
- Hydrant Size, Type & Installation 3 points
- Inspection & Flow Testing of Hydrants 7 points

There is one additional factor considered in calculating the final score – **Divergence**.

Even the best fire department will be less than fully effective if it has an inadequate water supply. Similarly, even a superior water supply will be less than fully effective if the fire department lacks the equipment or personnel to use the water. The FSRs score is subject to modification by a divergence factor, which recognizes disparity between the effectiveness of the fire department and the water supply.

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

PPC Grade

The PPC grade assigned to the community will depend on the community's score on a 100-point scale:

PPC	Points
1	90.00 or more
2	80.00 to 89.99
3	70.00 to 79.99
4	60.00 to 69.99
5	50.00 to 59.99
6	40.00 to 49.99
7	30.00 to 39.99
8	20.00 to 29.99
9	10.00 to 19.99
10	0.00 to 9.99

The classification numbers are interpreted as follows:

- Class 1 through (and including) Class 8 represents a fire suppression system that includes an FSRs creditable dispatch center, fire department, and water supply.
- Class 8B is a special classification that recognizes a superior level of fire protection in otherwise Class 9 areas. It is designed to represent a fire protection delivery system that is superior except for a lack of a water supply system capable of the minimum FSRs fire flow criteria of 250 gpm for 2 hours.
- Class 9 is a fire suppression system that includes a creditable dispatch center, fire department but no FSRs creditable water supply.
- Class 10 does not meet minimum FSRs criteria for recognition, including areas that are beyond five road miles of a recognized fire station.

New PPC program changes effective July 1, 2014

We have revised the PPC program to capture the effects of enhanced fire protection capabilities that reduce fire loss and fire severity in Split Class 9 and Split Class 8B areas (as outlined below). This new structure benefits the fire service, community, and property owner.

New classifications

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new PPC classes will improve the predictive value for insurers while benefiting both commercial and residential property owners. Here are the new classifications and what they mean.

Split classifications

When we develop a split classification for a community — for example 5/9 — the first number is the class that applies to properties within 5 road miles of the responding fire station and 1,000 feet of a creditable water supply, such as a fire hydrant, suction point, or dry hydrant. The second number is the class that applies to properties within 5 road miles of a fire station but beyond 1,000 feet of a creditable water supply. We have revised the classification to reflect more precisely the risk of loss in a community, replacing Class 9 and 8B in the second part of a split classification with revised designations.

What's changed with the new classifications?

We've published the new classifications as "X" and "Y" — formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently displayed as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9".
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B".
- Communities graded with single "9" or "8B" classifications will remain intact.

Prior Classification	New Classification
1/9	1/1X
2/9	2/2X
3/9	3/3X
4/9	4/4X
5/9	5/5X
6/9	6/6X
7/9	7/7X
8/9	8/8X
9	9

Prior Classification	New Classification
1/8B	1/1Y
2/8B	2/2Y
3/8B	3/3Y
4/8B	4/4Y
5/8B	5/5Y
6/8B	6/6Y
7/8B	7/7Y
8/8B	8/8Y
8B	8B

What's changed?

As you can see, we're still maintaining split classes, but it's how we represent them to insurers that's changed. The new designations reflect a reduction in fire severity and loss and have the potential to reduce property insurance premiums.

Benefits of the revised split class designations

- To the fire service, the revised designations identify enhanced fire suppression capabilities used throughout the fire protection area
- To the community, the new classes reward a community's fire suppression efforts by showing a more reflective designation
- To the individual property owner, the revisions offer the potential for decreased property insurance premiums

New water class

Our data also shows that risks located more than 5 but less than 7 road miles from a responding fire station with a creditable water source within 1,000 feet had better loss experience than those farther than 5 road miles from a responding fire station with no creditable water source. We've introduced a new classification — 10W — to recognize the reduced loss potential of such properties.

What's changed with Class 10W?

Class 10W is property-specific. Not all properties in the 5-to-7-mile area around the responding fire station will qualify. The difference between Class 10 and 10W is that the 10W-graded risk or property is within 1,000 feet of a creditable water supply. Creditable water supplies include fire protection systems using hauled water in any of the split classification areas.

What's the benefit of Class 10W?

10W gives credit to risks within 5 to 7 road miles of the responding fire station and within 1,000 feet of a creditable water supply. That's reflective of the potential for reduced property insurance premiums.

What does the fire chief have to do?

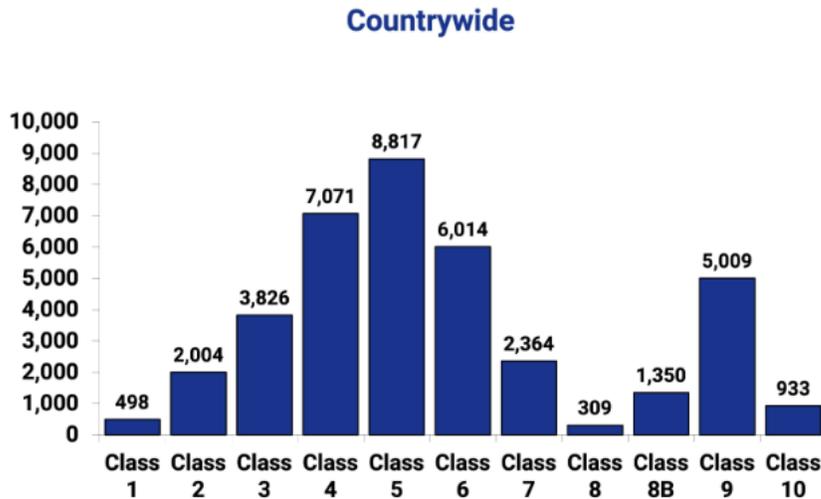
Fire chiefs don't have to do anything at all. The revised classifications went in place automatically effective July 1, 2014 (July 1, 2015 for Texas).

What if I have additional questions?

Feel free to contact ISO at 800.444.4554 or email us at PPC-Cust-Serv@iso.com.

Distribution of PPC Grades

The 2023 published countrywide distribution of communities by the PPC grade is as follows:



Assistance

The PPC program offers help to communities, fire departments, and other public officials as they plan for, budget, and justify improvements. ISO is also available to assist in the understanding of the details of this evaluation.

The PPC program representatives can be reached by telephone at (800) 444-4554. The technical specialists at this telephone number have access to the details of this evaluation and can effectively speak with you about your questions regarding the PPC program. What's more, we can be reached via the internet at www.isomitigation.com/talk/.

We also have a website dedicated to our Community Hazard Mitigation Classification programs at www.isomitigation.com. Here, fire chiefs, building code officials, community leaders and other interested citizens can access a wealth of data describing the criteria used in evaluating how cities and towns are protecting residents from fire and other natural hazards. This website will allow you to learn more about the PPC program. The website provides important background information, insights about the PPC grading processes and technical documents. ISO is also pleased to offer Fire Chiefs Online — a special, secured website with information and features that can help improve your PPC grade, including a list of the Needed Fire Flows for all the commercial occupancies ISO has on file for your community. Visitors to the site can download information, see statistical results and also contact ISO for assistance.

In addition, on-line access to the FSRs and its commentaries is available to registered customers for a fee. However, fire chiefs and community chief administrative officials are given access privileges to this information without charge.

To become a registered fire chief or community chief administrative official, register at www.isomitigation.com.

PPC Review

ISO concluded its review of the fire suppression features being provided for Rancho Santa Fe FD. The resulting community classification is **Class 03/3X**.

If the classification is a single class, the classification applies to properties with a Needed Fire Flow of 3,500 gpm or less in the community. If the classification is a split class (e.g., 6/XX):

- The first class (e.g., “6” in a 6/XX) applies to properties within 5 road miles of a recognized fire station and within 1,000 feet of a fire hydrant or alternate water supply.
- The second class (XX or XY) applies to properties beyond 1,000 feet of a fire hydrant but within 5 road miles of a recognized fire station.
- Alternative Water Supply: The first class (e.g., “6” in a 6/10) applies to properties within 5 road miles of a recognized fire station with no hydrant distance requirement.
- Class 10 applies to properties over 5 road miles of a recognized fire station.
- Class 10W applies to properties within 5 to 7 road miles of a recognized fire station with a recognized water supply within 1,000 feet.
- Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual classification.

FSRS Feature	Earned Credit	Credit Available
Emergency Communications		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.07	4
432. Credit for Dispatch Circuits	2.91	3
440. Credit for Emergency Communications	8.98	10
Fire Department		
513. Credit for Engine Companies	5.05	6
523. Credit for Reserve Pumpers	0.50	0.50
532. Credit for Pump Capacity	3.00	3
549. Credit for Ladder Service	0.90	4
553. Credit for Reserve Ladder and Service Trucks	0.17	0.50
561. Credit for Deployment Analysis	2.89	10
571. Credit for Company Personnel	7.69	15
581. Credit for Training	8.87	9
730. Credit for Operational Considerations	2.00	2
590. Credit for Fire Department	31.07	50
Water Supply		
616. Credit for Supply System	28.19	30
621. Credit for Hydrants	2.41	3
631. Credit for Inspection and Flow Testing	3.62	7
640. Credit for Water Supply	34.22	40
Divergence	-4.68	--
1050. Community Risk Reduction	5.25	5.50
Total Credit	74.84	105.50

Emergency Communications

Ten percent of a community's overall score is based on how well the communications center receives and dispatches fire alarms. Our field representative evaluated:

- Communications facilities provided for the general public to report structure fires
- Enhanced 9-1-1 Telephone Service including wireless
- Computer-aided dispatch (CAD) facilities
- Alarm receipt and processing at the communication center
- Training and certification of telecommunicators
- Facilities used to dispatch fire department companies to reported structure fires

	Earned Credit	Credit Available
414. Credit Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.07	4
432. Credit for Dispatch Circuits	2.91	3
Item 440. Credit for Emergency Communications:	8.98	10

Item 414 - Credit for Emergency Reporting (3 points)

The first item reviewed is Item 414 "Credit for Emergency Reporting (CER)". This item reviews the emergency communication center facilities provided for the public to report fires including 911 systems (Basic or Enhanced), Wireless Phase I and Phase II, Voice over Internet Protocol, Computer Aided Dispatch and Geographic Information Systems for automatic vehicle location. ISO uses National Fire Protection Association (NFPA) 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems* as the reference for this section.

Item 410. Emergency Reporting (CER)	Earned Credit	Credit Available
<p>A./B. Basic 9-1-1, Enhanced 9-1-1 or No 9-1-1</p> <p>For maximum credit, there should be an Enhanced 9-1-1 system, Basic 9-1-1 and No 9-1-1 will receive partial credit.</p>	20.00	20
<p>1. E9-1-1 Wireless</p> <p>Wireless Phase I using Static ALI (automatic location identification) Functionality (10 points); Wireless Phase II using Dynamic ALI Functionality (15 points); Both available will be 25 points</p>	25.00	25
<p>2. E9-1-1 Voice over Internet Protocol (VoIP)</p> <p>Static VoIP using Static ALI Functionality (10 points); Nomadic VoIP using Dynamic ALI Functionality (15 points); Both available will be 25 points</p>	25.00	25
<p>3. Computer Aided Dispatch</p> <p>Basic CAD (5 points); CAD with Management Information System (5 points); CAD with Interoperability (5 points)</p>	15.00	15
<p>4. Geographic Information System (GIS/AVL)</p> <p>The PSAP uses a fully integrated CAD/GIS management system with automatic vehicle location (AVL) integrated with a CAD system providing dispatch assignments.</p> <p>The individual fire departments being dispatched <u>do not</u> need GIS/AVL capability to obtain this credit.</p>	15.00	15
<p>Review of Emergency Reporting total:</p>	100.00	100

Item 422- Credit for Telecommunicators (4 points)

The second item reviewed is Item 422 “Credit for Telecommunicators (TC)”. This item reviews the number of Telecommunicators on duty at the center to handle fire calls and other emergencies. All emergency calls including those calls that do not require fire department action are reviewed to determine the proper staffing to answer emergency calls and dispatch the appropriate emergency response. The 2013 Edition of NFPA 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems*, recommends that ninety-five percent of emergency calls shall be answered within 15 seconds and ninety-nine percent of emergency calls shall be answered within 40 seconds. In addition, NFPA recommends that eighty percent of emergency alarm processing shall be completed within 60 seconds and ninety-five percent of alarm processing shall be completed within 106 seconds of answering the call.

To receive full credit for operators on duty, ISO must review documentation to show that the communication center meets NFPA 1221 call answering and dispatch time performance measurement standards. This documentation may be in the form of performance statistics or other performance measurements compiled by the 9-1-1 software or other software programs that are currently in use such as Computer Aided Dispatch (CAD) or Management Information System (MIS).

Item 420. Telecommunicators (CTC)	Earned Credit	Credit Available
<p>A1. Alarm Receipt (AR)</p> <p>Receipt of alarms shall meet the requirements in accordance with the criteria of NFPA 1221</p>	16.85	20
<p>A2. Alarm Processing (AP)</p> <p>Processing of alarms shall meet the requirements in accordance with the criteria of NFPA 1221</p>	20.00	20
<p>B. Emergency Dispatch Protocols (EDP)</p> <p>Telecommunicators have emergency dispatch protocols (EDP) containing questions and a decision-support process to facilitate correct call categorization and prioritization.</p>	0.00	20
<p>C. Telecommunicator Training and Certification (TTC)</p> <p>Telecommunicators meet the qualification requirements referenced in NFPA 1061, <i>Standard for Professional Qualifications for Public Safety Telecommunicator</i>, and/or the Association of Public-Safety Communications Officials - International (APCO) <i>Project 33</i>. Telecommunicators are certified in the knowledge, skills, and abilities corresponding to their job functions.</p>	20.00	20
<p>D. Telecommunicator Continuing Education and Quality Assurance (TQA)</p> <p>Telecommunicators participate in continuing education and/or in-service training and quality-assurance programs as appropriate for their positions</p>	20.00	20
<p>Review of Telecommunicators total:</p>	76.85	100

Item 432 - Credit for Dispatch Circuits (3 points)

The third item reviewed is Item 432 “Credit for Dispatch Circuits (CDC)”. This item reviews the dispatch circuit facilities used to transmit alarms to fire department members. A “Dispatch Circuit” is defined in NFPA 1221 as “A circuit over which an alarm is transmitted from the communications center to an emergency response facility (ERF) or emergency response units (ERUs) to notify ERUs to respond to an emergency”. All fire departments (except single fire station departments with full-time firefighter personnel receiving alarms directly at the fire station) need adequate means of notifying all firefighter personnel of the location of reported structure fires. The dispatch circuit facilities should be in accordance with the general criteria of NFPA 1221. “Alarms” are defined in this Standard as “A signal or message from a person or device indicating the existence of an emergency or other situation that requires action by an emergency response agency”.

There are two different levels of dispatch circuit facilities provided for in the Standard – a primary dispatch circuit and a secondary dispatch circuit. In jurisdictions that receive 730 alarms or more per year (average of two alarms per 24-hour period), two separate and dedicated dispatch circuits, a primary and a secondary, are needed. In jurisdictions receiving fewer than 730 alarms per year, a second dedicated dispatch circuit is not needed. Dispatch circuit facilities installed but not used or tested (in accordance with the NFPA Standard) receive no credit.

The score for Credit for Dispatch Circuits (CDC) is influenced by monitoring for integrity of the primary dispatch circuit. There are up to 0.90 points available for this Item. Monitoring for integrity involves installing automatic systems that will detect faults and failures and send visual and audible indications to appropriate communications center (or dispatch center) personnel. ISO uses NFPA 1221 to guide the evaluation of this item. ISO's evaluation also includes a review of the communication system's emergency power supplies.

Item 432 “Credit for Dispatch Circuits (CDC)” = 2.91 points

Fire Department

Fifty percent of a community's overall score is based upon the fire department's structure fire suppression system. ISO's field representative evaluated:

- Engine and ladder/service vehicles including reserve apparatus
- Equipment carried
- Response to reported structure fires
- Deployment analysis of companies
- Available and/or responding firefighters
- Training

	Earned Credit	Credit Available
513. Credit for Engine Companies	5.05	6
523. Credit for Reserve Pumpers	0.50	0.5
532. Credit for Pumper Capacity	3.00	3
549. Credit for Ladder Service	0.90	4
553. Credit for Reserve Ladder and Service Trucks	0.17	0.5
561. Credit for Deployment Analysis	2.89	10
571. Credit for Company Personnel	7.69	15
581. Credit for Training	8.87	9
730. Credit for Operational Considerations	2.00	2
Item 590. Credit for Fire Department:	31.07	50

Basic Fire Flow

The Basic Fire Flow for the community is determined by the review of the Needed Fire Flows for selected buildings in the community. The fifth largest Needed Fire Flow is determined to be the Basic Fire Flow. The Basic Fire Flow has been determined to be 3500 gpm.

Item 513 - Credit for Engine Companies (6 points)

The first item reviewed is Item 513 "Credit for Engine Companies (CEC)". This item reviews the number of engine companies, their pump capacity, hose testing, pump testing and the equipment carried on the in-service pumpers. To be recognized, pumper apparatus must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* which include a minimum 250 gpm pump, an emergency warning system, a 300 gallon water tank, and hose. At least 1 apparatus must have a permanently mounted pump rated at 750 gpm or more at 150 psi.

The review of the number of needed pumpers considers the response distance to built-upon areas; the Basic Fire Flow; and the method of operation. Multiple alarms, simultaneous incidents, and life safety are not considered.

The greatest value of A, B, or C below is needed in the fire district to suppress fires in structures with a Needed Fire Flow of 3,500 gpm or less: **6 engine companies**

- a) **6 engine companies** to provide fire suppression services to areas to meet NFPA 1710 criteria or within 1½ miles.
- b) **3 engine companies** to support a Basic Fire Flow of 3500 gpm.
- c) **6 engine companies** based upon the fire department's method of operation to provide a minimum two engine response to all first alarm structure fires.

The FSRS recognizes that there are **6 engine companies** in service.

The FSRS also reviews Automatic Aid. Automatic Aid is considered in the review as assistance dispatched automatically by contractual agreement between two communities or fire districts. That differs from mutual aid or assistance arranged case by case. ISO will recognize an Automatic Aid plan under the following conditions:

- It must be prearranged for first alarm response according to a definite plan. It is preferable to have a written agreement, but ISO may recognize demonstrated performance.
- The aid must be dispatched to all reported structure fires on the initial alarm.
- The aid must be provided 24 hours a day, 365 days a year.

FSRS Item 512.D "Automatic Aid Engine Companies" responding on first alarm and meeting the needs of the city for basic fire flow and/or distribution of companies are factored based upon the value of the Automatic Aid plan (up to 1.00 can be used as the factor). The Automatic Aid factor is determined by a review of the Automatic Aid provider's communication facilities, how they receive alarms from the graded area, inter-department training between fire departments, and the fire ground communications capability between departments.

For each engine company, the credited Pump Capacity (PC), the Hose Carried (HC), the Equipment Carried (EC) all contribute to the calculation for the percent of credit the FSRS provides to that engine company.

Item 513 "Credit for Engine Companies (CEC)" = 5.05 points

Item 523 - Credit for Reserve Pumpers (0.50 points)

The item is Item 523 “Credit for Reserve Pumpers (CRP)”. This item reviews the number and adequacy of the pumpers and their equipment. The number of needed reserve pumpers is 1 for each 8 needed engine companies determined in Item 513, or any fraction thereof.

Item 523 “Credit for Reserve Pumpers (CRP)” = 0.50 points

Item 532 – Credit for Pumper Capacity (3 points)

The next item reviewed is Item 532 “Credit for Pumper Capacity (CPC)”. The total pump capacity available should be sufficient for the Basic Fire Flow of 3500 gpm. The maximum needed pump capacity credited is the Basic Fire Flow of the community.

Item 532 “Credit for Pumper Capacity (CPC)” = 3.00 points

Item 549 – Credit for Ladder Service (4 points)

The next item reviewed is Item 549 “Credit for Ladder Service (CLS)”. This item reviews the number of response areas within the city with 5 buildings that are 3 or more stories or 35 feet or more in height, or with 5 buildings that have a Needed Fire Flow greater than 3,500 gpm, or any combination of these criteria. The height of all buildings in the city, including those protected by automatic sprinklers, is considered when determining the number of needed ladder companies. Response areas not needing a ladder company should have a service company. Ladders, tools and equipment normally carried on ladder trucks are needed not only for ladder operations but also for forcible entry, ventilation, salvage, overhaul, lighting and utility control.

The number of ladder or service companies, the height of the aerial ladder, aerial ladder testing and the equipment carried on the in-service ladder trucks and service trucks is compared with the number of needed ladder trucks and service trucks and an FSRS equipment list. Ladder trucks must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* to be recognized.

The number of needed ladder-service trucks is dependent upon the number of buildings 3 stories or 35 feet or more in height, buildings with a Needed Fire Flow greater than 3,500 gpm, and the method of operation.

The FSRS recognizes that there are **1 ladder companies** in service. These companies are needed to provide fire suppression services to areas to meet NFPA 1710 criteria or within 2½ miles and the number of buildings with a Needed Fire Flow over 3,500 gpm or 3 stories or more in height, or the method of operation.

The FSRS recognizes that there are **1 service companies** in service.

Item 549 “Credit for Ladder Service (CLS)” = 0.90 points

Item 553 – Credit for Reserve Ladder and Service Trucks (0.50 points)

The next item reviewed is Item 553 “Credit for Reserve Ladder and Service Trucks (CRLS)”. This item considers the adequacy of ladder and service apparatus when one (or more in larger communities) of these apparatus are out of service. The number of needed reserve ladder and service trucks is 1 for each 8 needed ladder and service companies that were determined to be needed in Item 540, or any fraction thereof.

Item 553 “Credit for Reserve Ladder and Service Trucks (CRLS)” = 0.17 points

Item 561 – Deployment Analysis (10 points)

Next, Item 561 “Deployment Analysis (DA)” is reviewed. This Item examines the number and adequacy of existing engine and ladder-service companies to cover built-upon areas of the city.

To determine the Credit for Distribution, first the Existing Engine Company (EC) points and the Existing Engine Companies (EE) determined in Item 513 are considered along with Ladder Company Equipment (LCE) points, Service Company Equipment (SCE) points, Engine-Ladder Company Equipment (ELCE) points, and Engine-Service Company Equipment (ESCE) points determined in Item 549.

Secondly, as an alternative to determining the number of needed engine and ladder/service companies through the road-mile analysis, a fire protection area may use the results of a systematic performance evaluation. This type of evaluation analyzes computer-aided dispatch (CAD) history to demonstrate that, with its current deployment of companies, the fire department meets the time constraints for initial arriving engine and initial full alarm assignment in accordance with the general criteria of in NFPA 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*.

A determination is made of the percentage of built upon area within 1½ miles of a first-due engine company and within 2½ miles of a first-due ladder-service company.

Item 561 “Credit Deployment Analysis (DA)” = 2.89 points

Item 571 – Credit for Company Personnel (15 points)

Item 571 “Credit for Company Personnel (CCP)” reviews the average number of existing firefighters and company officers available to respond to reported first alarm structure fires in the city.

The on-duty strength is determined by the yearly average of total firefighters and company officers on-duty considering vacations, sick leave, holidays, “Kelley” days and other absences. When a fire department operates under a minimum staffing policy, this may be used in lieu of determining the yearly average of on-duty company personnel.

Firefighters on apparatus not credited under Items 513 and 549 that regularly respond to reported first alarms to aid engine, ladder, and service companies are included in this item as increasing the total company strength.

Firefighters staffing ambulances or other units serving the general public are credited if they participate in fire-fighting operations, the number depending upon the extent to which they are available and are used for response to first alarms of fire.

On-Call members are credited on the basis of the average number staffing apparatus on first alarms. Off-shift career firefighters and company officers responding on first alarms are considered on the same basis as on-call personnel. For personnel not normally at the fire station, the number of responding firefighters and company officers is divided by 3 to reflect the time needed to assemble at the fire scene and the reduced ability to act as a team due to the various arrival times at the fire location when compared to the personnel on-duty at the fire station during the receipt of an alarm.

The number of Public Safety Officers who are positioned in emergency vehicles within the jurisdiction boundaries may be credited based on availability to respond to first alarm structure fires. In recognition of this increased response capability the number of responding Public Safety Officers is divided by 2.

The average number of firefighters and company officers responding with those companies credited as Automatic Aid under Items 513 and 549 are considered for either on-duty or on-call company personnel as is appropriate. The actual number is calculated as the average number of company personnel responding multiplied by the value of AA Plan determined in Item 512.D.

The maximum creditable response of on-duty and on-call firefighters is 12, including company officers, for each existing engine and ladder company and 6 for each existing service company.

Chief Officers are not creditable except when more than one chief officer responds to alarms; then extra chief officers may be credited as firefighters if they perform company duties.

The FSRS recognizes **18.00 on-duty personnel** and an average of **0.00 on-call personnel** responding on first alarm structure fires.

Item 571 “Credit for Company Personnel (CCP)” = 7.69 points

Item 581 – Credit for Training (9 points)

Training	Earned Credit	Credit Available
<p>A. Facilities, and Use</p> <p>For maximum credit, each firefighter should receive 18 hours per year in structure fire related subjects as outlined in NFPA 1001.</p>	34.30	35
<p>B. Company Training</p> <p>For maximum credit, each firefighter should receive 16 hours per month in structure fire related subjects as outlined in NFPA 1001.</p>	24.56	25
<p>C. Classes for Officers</p> <p>For maximum credit, each officer should be certified in accordance with the general criteria of NFPA 1021. Additionally, each officer should receive 12 hours of continuing education on or off site.</p>	11.95	12
<p>D. New Driver and Operator Training</p> <p>For maximum credit, each new driver and operator should receive 60 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.</p>	5.00	5
<p>E. Existing Driver and Operator Training</p> <p>For maximum credit, each existing driver and operator should receive 12 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.</p>	4.86	5
<p>F. Training on Hazardous Materials</p> <p>For maximum credit, each firefighter should receive 6 hours of training for incidents involving hazardous materials in accordance with NFPA 472.</p>	0.90	1
<p>G. Recruit Training</p> <p>For maximum credit, each firefighter should receive 240 hours of structure fire related training in accordance with NFPA 1001 within the first year of employment or tenure.</p>	5.00	5
<p>H. Pre-Fire Planning Inspections</p> <p>For maximum credit, pre-fire planning inspections of each commercial, industrial, institutional, and other similar type building (all buildings except 1-4 family dwellings) should be made annually by company members. Records of inspections should include up-to date notes and sketches.</p>	12.00	12

Item 580 “Credit for Training (CT)” = 8.87 points

Item 730 – Operational Considerations (2 points)

Item 730 “Credit for Operational Considerations (COC)” evaluates fire department standard operating procedures and incident management systems for emergency operations involving structure fires.

Operational Considerations	Earned Credit	Credit Available
Standard Operating Procedures The department should have established SOPs for fire department general emergency operations	50	50
Incident Management Systems The department should use an established incident management system (IMS)	50	50
Operational Considerations total:	100	100

Item 730 “Credit for Operational Considerations (COC)” = 2.00 points

Water Supply

Forty percent of a community's overall score is based on the adequacy of the water supply system. The ISO field representative evaluated:

- the capability of the water distribution system to meet the Needed Fire Flows at selected locations up to 3,500 gpm.
- size, type and installation of fire hydrants.
- inspection and flow testing of fire hydrants.

	Earned Credit	Credit Available
616. Credit for Supply System	28.19	30
621. Credit for Hydrants	2.41	3
631. Credit for Inspection and Flow Testing	3.62	7
Item 640. Credit for Water Supply:	34.22	40

Item 616 – Credit for Supply System (30 points)

The first item reviewed is Item 616 “Credit for Supply System (CSS)”. This item reviews the rate of flow that can be credited at each of the Needed Fire Flow test locations considering the supply works capacity, the main capacity and the hydrant distribution. The lowest flow rate of these items is credited for each representative location. A water system capable of delivering 250 gpm or more for a period of two hours plus consumption at the maximum daily rate at the fire location is considered minimum in the ISO review.

Where there are 2 or more systems or services distributing water at the same location, credit is given on the basis of the joint protection provided by all systems and services available.

The supply works capacity is calculated for each representative Needed Fire Flow test location, considering a variety of water supply sources. These include public water supplies, emergency supplies (usually accessed from neighboring water systems), suction supplies (usually evidenced by dry hydrant installations near a river, lake or other body of water), and supplies developed by a fire department using large diameter hose or vehicles to shuttle water from a source of supply to a fire site. The result is expressed in gallons per minute (gpm).

The normal ability of the distribution system to deliver Needed Fire Flows at the selected building locations is reviewed. The results of a flow test at a representative test location will indicate the ability of the water mains (or fire department in the case of fire department supplies) to carry water to that location.

The hydrant distribution is reviewed within 1,000 feet of representative test locations measured as hose can be laid by apparatus.

For maximum credit, the Needed Fire Flows should be available at each location in the district. Needed Fire Flows of 2,500 gpm or less should be available for 2 hours; and Needed Fire Flows of 3,000 and 3,500 gpm should be obtainable for 3 hours.

Item 616 “Credit for Supply System (CSS)” = 28.19 points

Item 621 – Credit for Hydrants (3 points)

The second item reviewed is Item 621 “Credit for Hydrants (CH)”. This item reviews the number of fire hydrants of each type compared with the total number of hydrants.

There are a total of 5989 hydrants in the graded area.

620. Hydrants, - Size, Type and Installation	Number of Hydrants
A. With a 6 -inch or larger branch and a pumper outlet with or without 2½ - inch outlets	4241
B. With a 6 -inch or larger branch and no pumper outlet but two or more 2½ -inch outlets, or with a small foot valve, or with a small barrel	257
C./D. With only a 2½ -inch outlet or with less than a 6 -inch branch	1491
E./F. Flush Type, Cistern, or Suction Point	0

Item 621 “Credit for Hydrants (CH)” = 2.41 points

Item 630 – Credit for Inspection and Flow Testing (7 points)

The third item reviewed is Item 630 “Credit for Inspection and Flow Testing (CIT)”. This item reviews the fire hydrant inspection frequency, and the completeness of the inspections. Inspection of hydrants should be in accordance with AWWA M-17, *Installation, Field Testing and Maintenance of Fire Hydrants*.

Frequency of Inspection (FI): Average interval between the 3 most recent inspections.

Frequency	Points
1 year	30
2 years	20
3 years	10
4 years	5
5 years or more	No Credit

Note: The points for inspection frequency are reduced by 10 points if the inspections are incomplete or do not include a flushing program. An additional reduction of 10 points are made if hydrants are not subjected to full system pressure during inspections. If the inspection of cisterns or suction points does not include actual drafting with a pumper, or back-flushing for dry hydrants, 20 points are deducted.

Total points for Inspections = 1.30 points

Frequency of Fire Flow Testing (FF): Average interval between the 3 most recent inspections.

Frequency	Points
5 years	40
6 years	30
7 years	20
8 years	10
9 years	5
10 years or more	No Credit

Total points for Fire Flow Testing = 2.32 points

Item 631 “Credit for Inspection and Fire Flow Testing (CIT)” = 3.62 points

Divergence = -4.68

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

Community Risk Reduction

	Earned Credit	Credit Available
1025. Credit for Fire Prevention and Code Enforcement (CPCE)	2.00	2.2
1033. Credit for Public Fire Safety Education (CFSE)	2.15	2.2
1044. Credit for Fire Investigation Programs (CIP)	1.10	1.1
Item 1050. Credit for Community Risk Reduction	5.25	5.50

Item 1025 – Credit for Fire Prevention Code Adoption and Enforcement (2.2 points)	Earned Credit	Credit Available
Fire Prevention Code Regulations (PCR) Evaluation of fire prevention code regulations in effect.	10.00	10
Fire Prevention Staffing (PS) Evaluation of staffing for fire prevention activities.	8.00	8
Fire Prevention Certification and Training (PCT) Evaluation of the certification and training of fire prevention code enforcement personnel.	3.32	6
Fire Prevention Programs (PCP) Evaluation of fire prevention programs.	15.11	16
Review of Fire Prevention Code and Enforcement (CPCE) subtotal:	36.43	40

Item 1033 – Credit for Public Fire Safety Education (2.2 points)	Earned Credit	Credit Available
Public Fire Safety Educators Qualifications and Training (FSQT) Evaluation of public fire safety education personnel training and qualification as specified by the authority having jurisdiction.	9.00	10
Public Fire Safety Education Programs (FSP) Evaluation of programs for public fire safety education.	30.00	30
Review of Public Safety Education Programs (CFSE) subtotal:	39.00	40

Item 1044 – Credit for Fire Investigation Programs (1.1 points)	Earned Credit	Credit Available
Fire Investigation Organization and Staffing (IOS) Evaluation of organization and staffing for fire investigations.	8.00	8
Fire Investigator Certification and Training (IQT) Evaluation of fire investigator certification and training.	6.00	6
Use of National Fire Incident Reporting System (IRS) Evaluation of the use of the National Fire Incident Reporting System (NFIRS) for the 3 years before the evaluation.	6.00	6
Review of Fire Investigation Programs (CIP) subtotal:	20.00	20

Summary of PPC Review
for
Rancho Santa Fe FD

FSRS Item	Earned Credit	Credit Available
Emergency Communications		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.07	4
432. Credit for Dispatch Circuits	2.91	3
440. Credit for Emergency Communications	8.98	10
Fire Department		
513. Credit for Engine Companies	5.05	6
523. Credit for Reserve Pumpers	0.50	0.5
532. Credit for Pumper Capacity	3.00	3
549. Credit for Ladder Service	0.90	4
553. Credit for Reserve Ladder and Service Trucks	0.17	0.5
561. Credit for Deployment Analysis	2.89	10
571. Credit for Company Personnel	7.69	15
581. Credit for Training	8.87	9
730. Credit for Operational Considerations	2.00	2
590. Credit for Fire Department	31.07	50
Water Supply		
616. Credit for Supply System	28.19	30
621. Credit for Hydrants	2.41	3
631. Credit for Inspection and Flow Testing	3.62	7
640. Credit for Water Supply	34.22	40
Divergence	-4.68	--
1050. Community Risk Reduction	5.25	5.50
Total Credit	74.84	105.5

Final Community Classification = 03/3X

STAFF REPORT

NO. 25-35

TO: BOARD OF DIRECTORS
FROM: GREG O’GORMAN, BATTALION CHIEF
SUBJECT: GRANT ACCEPTANCE – OFFICE OF TRAFFIC SAFETY
DATE: DECEMBER 11, 2025



RECOMMENDATION:

Staff recommend the Board of Directors accept the \$14,500 grant award from the California Office of Traffic Safety (OTS). The funds will be used to send four RSFFPD firefighters to an advanced auto-extrication training program, consistent with the objectives outlined in the District’s approved OTS Grant Application. Pursuant to Health & Safety Code §13898, Board acceptance is required for all donated or grant-funded items or services valued at over \$500.

CURRENT SITUATION:

Project Description	Qty.	Funding Source	Grant Amount
Advanced Auto-Extrication Training Program (Tuition, Travel, and Related Costs for 4 Firefighters)	1	California Office of Traffic Safety (OTS)	\$14,500.00

BACKGROUND:

The Rancho Santa Fe Fire Protection District responds to frequent vehicle-related incidents on challenging roadways. To improve patient outcomes and reduce extrication times, the District applied for OTS funding to support advanced auto-extrication training for four firefighters. The approved grant of \$14,500 covers tuition, travel, and wages associated with this training, strengthening RSFFPD’s rescue capabilities for both in-District and regional mutual-aid responses.

STAFF REPORT

NO. 25-36

TO: BOARD OF DIRECTORS
DAVE MCQUEAD, FIRE CHIEF

FROM: MARLENE DONNER, FIRE MARSHAL

SUBJECT: SENATE BILL 1205

DATE: DECEMBER 17, 2025

**RECOMMENDATION:**

Staff recommends the Board of Directors review, approve, and adopt Resolution No. 2025-10 entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Acknowledging Receipt of a report made by the Fire Chief regarding required inspections of certain occupancies pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code. Reporting is mandated by Senate Bill 1205.

BACKGROUND:

Existing law requires the Fire Chief of any district providing fire protection services and their authorized representatives to inspect every educational building used as a public or private school within their jurisdiction, for the purpose of enforcing specified building standards, not less than once each year, as provided.

Existing law also requires every district providing fire protection services that is required to enforce specified building standards to annually inspect every Group R occupancy including hotels, motels, lodging houses, apartment houses, and residential care facilities for compliance with building standards, as provided.

Existing law further requires every district providing fire protection services that is required to enforce specified building standards to annually inspect every Group I occupancy including those in which care or supervision is provided to persons who are or are not capable of self-preservation without physical assistance or in which persons are detained for penal or correctional purposes or in which the liberty of the occupants is restricted.

Senate Bill 1205 requires every district to perform the inspections described above and to report annual compliance with the above-described inspection requirements as provided. The bill requires the governing authority to acknowledge receipt of the report in a resolution or a similar formal document.

RESOLUTION No. 2025-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF REGARDING REQUIRED INSPECTIONS OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Rancho Santa Fe Fire Protection District, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.4 requires all fire departments, including the Rancho Santa Fe Fire Protection District, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS, the Board of Directors of the Rancho Santa Fe Fire Protection District intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the District's compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED that the Board of the Rancho Santa Fe Fire Protection District expressly acknowledges the measure of compliance of the District with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the District Boundaries, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the District, there are nineteen (19) Group E occupancies, buildings, structures and/or facilities.

During calendar year 2025, the district completed the annual inspection of nineteen (19) Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, condominiums, apartments (three units or more), etc. as well as other residential occupancies (including residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be ambulatory, non-

ambulatory or bedridden. Within the District there are eight (13) Group R (and their associated sub-categories) occupancies of this nature.

During calendar year 2025, the district completed the annual inspection of thirteen (13) Group R occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

C. INSTITUTIONAL GROUP I OCCUPANCIES: includes, among others, the use of a building or structure, or a portion thereof, in which care or supervision is provided to persons who are or are not capable of self-preservation without physical assistance or in which persons are detained for penal or correctional purposes or in which the liberty of the occupants is restricted.

During calendar year 2025, the district completed the annual inspection of one (1) Group I occupancy, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report for this resolution.

PASSED AND ADOPTED at the regularly scheduled meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on December 17, 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

James H. Ashcraft
Board President

ATTEST:

Sarah Montagne
Board Clerk

STAFF REPORT

NO. 25-37

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: APPROVE FEES FOR FORCED WEED ABATEMENT
DATE: DECEMBER 17, 2025



RECOMMENDATION:

Staff recommends the Board approve the itemized fees required for a total cost of **\$6,814.00** to complete the forced abatement process and further authorize administrative staff to invoice the property owner (parcel number) listed below of the approved fees.

CURRENT SITUATION:

The fire district has sent a report and notification of today's hearing to the last known owner of the parcel as listed in the County of San Diego Tax Assessor Office a minimum of (3) three days prior to this regularly scheduled Board of Directors meeting (See Exhibit A).

Upon Board approval today, administrative staff will mail (certified) a district cover letter and invoice requesting payment within 30 days of the invoice date for the itemized fees to abate the parcel number listed below.

Parcel Number	Contractor Abate Cost	District Admin. Fee	Total Cost
235-572-10-00	\$6,020.00	\$794.00	\$6,814.00

Should the property owner fail to provide payment to the fire district within 30 days of the invoice date, the fire district will publicly post a minimum of (3) three days prior to the regularly July Board of Directors meeting for Weed Abatement Special Assessment approval.

Upon Board approval the list will be sent to the County of San Diego Tax Assessor prior to their August deadline. The County of San Diego will reimburse the fire district for all charges, including administrative fees, and will include the fees on the property owner's next property tax bills.

BACKGROUND:

The fire district's prevention bureau is responsible for mailing the annual district's notification which educates and encourages property owners to comply pursuant to the current **Rancho Santa Fe Fire Protection District's Ordinance No. 2022-02**. Compliance with the ordinance is key to the safety of the community that is located within a very high fire hazard severity zone. The fire district typically will find a large percentage of property owners willingly comply within the 15-calendar day timeline allowed.

However, for the property owner(s) not compliant pursuant to the current Rancho Santa Fe Fire Protection District's Ordinance, the following procedure is implemented:

1. The fire district will conduct a weed abatement inspection and will provide a **"First Notice" (1st Class Mail)** to notify the property owner(s) to correct any issues not in compliance with the Rancho Santa Fe Fire Protection District's Ordinance within 15-calendar days of the first notice date.
2. Should the property owner continue to fail with the specific timeline of the first notice, the fire district will serve a **"Final Notice" (Certified Mail)** to notify the property owner(s) to correct any issues not in compliance with the Rancho Santa Fe Fire Protection District's Ordinance within 10-calendar days of the final notice date.
3. Should the property owner continue to fail with the specific timeline on the final notice, the fire district will conspicuously post a sign on the property a **"Notice to Abate Hazard"** to notify the property owner(s) to correct any issues not in compliance with the Rancho Santa Fe Fire Protection District's Ordinance within 10-calendar days of the date posted on the sign to avoid a forced abatement by the district.
4. Should the property owner continue to fail with the specific timeline on the posted sign "Notice to Abate Hazard", the fire district will request a bid from the sole source private contractor to abate the parcel to be compliant with the Rancho Santa Fe Fire Protection District's Ordinance. The fire district can approve and authorize the contractor to abate the parcel.
5. Should the property owner refuse access to the property for the fire district and contractor to force abate the parcel, the fire district can obtain an **"Abatement Warrant and Order Authorizing Entry onto The Property to Abate the Public Nuisance"**.
6. Once the contractor has completed the authorized forced weed abatement work and the fire district has accepted the final work. The fire district will pay the contractor for the approved and completed work. The staff will request Board approval for all the associated costs and fees required to abate the parcel. The Board approval will also authorize staff to invoice the property owner.

The fire district attempts to work with the property owner prior to any forced abatement. The district maintains a sole source contract with R.E Badger & Son Inc. to bring specifically identified hazardous parcels into compliance pursuant to the Rancho Santa Fe Fire Protection District's Ordinance.

EXHIBITS:

EXHIBIT A – NOTIFICATION LETTER TIMELINE SENT TO HARMONY GROVE HORSE PARK LLC

Exhibit A



Rancho Santa Fe Fire Protection District

P.O. Box 410 • 18027 Calle Ambiente • Rancho Santa Fe • California 92067-0410
Tel. (858) 756-5971 • Fax (858) 756-4799

Board of Directors
James Ashcraft, President
John Tanner
Nancy Hillgren
Kevin Barnard
Tucker Stine

Fire Chief
Dave McQuead

December 8, 2025

Harmony Grove Horse Park LLC
5950 La Place Court #200
Carlsbad, CA 92008

Re: Forced Abatement of Fire Hazard at Assessor Parcel Number (APN) 235-572-10-00

To Whom it May Concern:

San Diego County property records show that you are the owner of APN: 235-572-10-00 located at 0 Country Club Drive, Escondido, CA 92029, with a mailing address at 5950 La Place Court #200, Carlsbad, CA 92008. The Rancho Santa Fe Fire Protection District attempted to notify you of the fire hazard present on your property without a reply.

Please reference the timeline below regarding the forced abatement process for APN: 235-572-10-00.

- 1) First notice mailed: June 13, 2025, 2nd notice mailed: July 2, 2025, and a 3rd notice mailed: July 17, 2025.
- 2) Final Notice by Certified Mail: July 29, 2025.
- 3) Property posted with legal notice to abate hazard on: August 5, 2025.
- 4) The contractor's bid to abate hazards \$6,020.00: October 17, 2025.
- 5) The property was abated on November 8, 2025.

Parcel Number	Contractor Abate Cost	District Admin. Fee	Total Cost
235-572-10-00	\$6,020.00	\$794.00	\$6,814.00

You may contact the fire district's Board Clerk to attend and contest the information provided at the Board of Directors meeting scheduled for December 17, 2025, at 1:00 PM, 18027 Calle Ambiente, Rancho Santa Fe, CA 92067, Suite 101. The Board of Directors will review to approve any or all fees required to abate the property.

Upon Board approval, the fire district will mail an invoice to the address previously identified in this letter. The fire district must receive payment within 30 days of the invoice date. If payment is not received, then the fire district will begin the process to have the amount placed on your property tax bill as a lien against the property.

If you have any questions, please do not hesitate to contact me. (858) 756-5971

Sincerely,

David McQuead, Fire Chief

Exhibit A



Rancho Santa Fe Fire Protection District

P.O. Box 410/18027 Calle Ambiente

Rancho Santa Fe, California 92067-0410

Tel. (858) 756-5971/Fax (858) 756-4799 www.rsf-fire.org

WORK ORDER AUTHORIZATION

Authorization #: 2025-03

Property Owner: **Harmony Grove Horse Park LLC**

Billing Address: **5950 La Place Court #200**

Carlsbad, CA 92008

APN #: 235-572-10-00

Job Location: **0 Country Club Dr**

Escondido, CA 92029

Work to be performed: **Mow all previously mowed areas including along road. Skirt up all trees and saplings along road and defensible space for structure on top of the hill.**

Estimated date of completion: ASAP

Cost of completion: \$6,020.00

WINNING BID WILL REQUIRE AN ATTACHED ESTIMATE

Contractor Name: **R.E. Badger & Son Inc.**

Address: **P.O. Box 830**

Rancho Santa Fe, CA 92067

Phone: **(858) 756-1402**

Contractor License #: **30926**

Signature: _____

Contracting Agency

Date: _____

Authorized By: (print) _____

Marlene Donner

Date: _____

10/28/25

Signature: _____

[Signature]

Rancho Santa Fe FPD

Date: _____

10/28/25

Note: The awarded contractor will have 30 days after completion of the job and approval of the Fire Marshal (or his assignee), to make attempts to bill the property owner. Documentation of those attempts is needed. After 30 days the Rancho Santa Fe FPD will authorize a Purchase Order for reimbursement of your estimate.

Exhibit A

R.E. Badger & Son, Inc.
Citrus Groves — Development and Maintenance

To: Mike Calhoun
From: Rodolfo Calderon
Date: October 17, 2025

Location: Country Club Dr #2 (235-572-10)

WEED ABATEMENT

1A	Equipment move-on flat fee	1 x \$55.00 =	\$ 55.00
1B	Tractor Mowing – hourly rate	24 hours x \$80.00 =	\$ 1,920.00
2A	Hand Labor – hourly	160 hours x \$25.00 =	\$ 4,000.00
4A	Administrative fee	1 x \$45.00 =	\$ 45.00
TOTAL			\$ 6,020.00

Sincerely,



Rodolfo Calderon

P.O. Box 830 Rancho Santa Fe CA 92067 (858) 756-1402

Exhibit A

R.E. Badger & Son, Inc.
Citrus Groves — Development and Maintenance

INVOICE

November 13, 2025

RANCHO SANTA FE FIRE DEPARTMENT – FIRE PROTECTION
DISTRICT
PO BOX 410
RANCHO SANTA FE, CA 92067

Forced Abatement Authorization #: 2025-03 per Rancho Santa Fe Fire
Protection District

APN #: 235-572-10-00 0 Country Club Dr Escondido, CA 92029

WEED ABATEMENT

1A	Equipment move-on flat fee	1 x \$55.00 =	\$ 55.00
1B	Tractor Mowing – hourly rate	24 hours x \$80.00 =	\$ 1,920.00
2A	Hand Labor – hourly	160 hours x \$25.00 =	\$ 4,000.00
4A	Administrative fee	1 x \$45.00 =	\$ 45.00
TOTAL			\$ 6,020.00

PLEASE PAY UPON RECEIPT

P.O. Box 830 Rancho Santa Fe CA 92067 (858) 756-1402



LIST 1
DETAIL

1 Property Address: COUNTRY CLUB DR ESCONDIDO CA 92029

Ownership

County: **SAN DIEGO**
Assessor: **JORDAN Z. MARKS**
Parcel # (APN): **235-572-10-00**
Parcel Status: **ACTIVE**
Owner Name: **HARMONY GROVE HORSE PARK LLC**
Mailing Address: **5950 LA PLACE CT #200 CARLSBAD CA 92008**
Legal Description: **TR 15891 LOT 1**

Assessment

Total Value: **\$857,455** Tax Rate Area: **074-173** County Zoning Code: **8**
Land Value: **\$857,455** Year Assd: **2025**
Impr Value: Census Tract:
Other Value: Use Code: **62**
% Improved: **0%** Use Type: **MISCELLANEOUS**
Exempt Amt:
Exempt Type:

Sale History

	Sale 1	Sale 2	Sale 3	Transfer
Document Date:	04/13/2018			05/06/2022
Document Number:	2018014			0198456
Document Type:	GRANT DEED			
Transfer Amount:	\$20,000			
Price/SqFt:				
Seller (Grantor):				

Property Characteristics

Bedrooms:	Fireplace:	Units:
Baths (Full):	A/C:	Stories:
Baths (Half):	Heating:	Quality:
Total Rooms:	Pool:	Building Class:
Bldg/Liv Area:	Park Type:	Condition:
Lot Acres: 21.040	Spaces:	Site Influence:
Lot SqFt: 916,502	Garage SqFt:	Timber Preserve:
Year Built:		Ag Preserve:
Effective Year:		

Exhibit A



harm ony grove hors park

API Documentation Guides Brandon Closs

Dashboard

- Overview
- Analytics

Campaigns Beta

- All Campaigns

Resources

- Contacts
- Templates
- Bank Accounts
- Return Envelopes
- Trackers

Tools

- PDF Wizard
- List Builder

Orders

- Letters
- Postcards
- Cheques
- Self Mailers
- Live Mode

Sub-Organizations

- Overview

Settings

- Settings
- Integrations
- Users
- Webhooks
- API Logs

Billing

- Payment
- Invoices
- Upgrade

Letters

Download Letters

Create Letter

Description	Recipient	Address	Status	Created At	Preview
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	Completed	7/29/2025 08:11 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	Completed	7/29/2025 08:10 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	Completed	7/29/2025 08:08 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/17/2025 08:34 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/17/2025 08:30 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/2/2025 01:36 PM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/2/2025 01:25 PM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/2/2025 01:22 PM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	6/20/2025 01:32 AM	View PDF

APN: 235-572-10-00

Rows per page: 10 1-10 of 141



HARMONY GROVE HORSE PARK LLC
5950 LA PLACE CT #200
Carlsbad, CA, 92008

NOTICE TO ABATE HAZARD

NOTE: THIS IS NOT A PERMIT TO GRADE YOUR PROPERTY

Date: 06/20/2025
Property address: 0 COUNTRY CLUB DR
APN: 2355721000

**Dear HARMONY GROVE HORSE PARK LLC
OR SUCH PERSON IN CHARGE, POSSESSION OF OR CONTROL OF THE PROPERTY**

San Diego County Property records show you as the owner of the parcel listed above. A fire hazard(s) exist on your property as defined in Rancho Santa Fe Fire Protection District's ("RSFFPD") Ordinance 2022-02 for vegetation management. The RSFFPD's vegetation management program has proven effective in mitigating the spread of vegetation fires and has played a part in keeping the destruction from these fires to a minimum. By this notice, we are requiring owners within RSFFPD to ensure their property meets these fire safety requirements at all times; doing so will reduce the loss of life and property from a vegetation fire.

Please note: Some properties may require hazard abatement more than one time each year.

The following code violations/hazards were found:

1.
RSFFPD Ordinance No. 2022-02 § 10.01.

Instructions for abatement:

Please clear and maintain the area within twenty (20) feet of highways, private streets, and roads free of flammable vegetation and other combustible growth. Weeds and annual grasses shall be mowed to a height not exceeding four (4) inches, trees shall be skirted off the ground a minimum six (6) feet, and flammable native brush shall be thinned so that it does not occupy at more than twenty (20) percent of the square footage of the area along the street or roadway.

2.
RSFFPD Ordinance No. 2022-02 §§ 5.03.1 and 2.01.1 and 9.01.

Instructions for abatement:

Please mow all weeds and annual grasses on your property to a stubble height of no more than four (4) inches.

Exhibit A

Rancho Santa Fe Fire Protection District personnel will be back to reinspect your facility. Please have these code violations fixed by 07/30/2025

***Please contact the RSFFPD for more information if the location or nature of the hazard is unclear.
(Visit www.rsf-fire.org to view Ordinance 2022-02 in its entirety).***

THIS IS CONSIDERED A NOTICE TO ABATE the aforementioned fire hazard(s) on your property in accordance with RSFFPD Ordinance 2022-02. Hazard abatement must be accomplished within 15 days of this notice. Properties that have not been cleared or do not comply with the requirements of RSFFPD Ordinance 2022-02 within 15 days will be subject to RSFFPD's Forced Abatement Process. Property owners are strongly urged to arrange for the clearing of their own parcels, as the above requirements are strictly enforced. If your property is forcibly abated, the cost will be much higher than if you choose to abate the property yourself or commercially. PLEASE REFER TO RSFFPD ORDINANCE 2022-02

This Notice does not authorize you or anyone on your behalf to access an adjoining property to abate the hazard or to take any action on your property in contravention of any recorded restrictions, covenants, or conditions.

If you do not own this property, have already cleared this property, feel you have received this notice in error, or wish to schedule an on-site meeting, please contact ranchosantafefireprotection@rsf-fire.org as soon as possible. Additionally, should you disagree with the determination that a hazard exists, you may request an administrative review with the Fire Marshal.

Sincerely,

Mike Calhoun
DSI Inspector



HARMONY GROVE HORSE PARK LLC
5950 LA PLACE CT #200
CARLSBAD 92008

NOTICE TO ABATE HAZARD

NOTE: THIS IS NOT A PERMIT TO GRADE YOUR PROPERTY

Date: 07/02/2025
Property address: 0 COUNTRY CLUB DR
APN: 2355721000

**Dear HARMONY GROVE HORSE PARK LLC
OR SUCH PERSON IN CHARGE, POSSESSION OF OR CONTROL OF THE PROPERTY**

San Diego County Property records show you as the owner of the parcel listed above. A fire hazard(s) exist on your property as defined in Rancho Santa Fe Fire Protection District's ("RSFFPD") Ordinance 2022-02 for vegetation management. The RSFFPD's vegetation management program has proven effective in mitigating the spread of vegetation fires and has played a part in keeping the destruction from these fires to a minimum. By this notice, we are requiring owners within RSFFPD to ensure their property meets these fire safety requirements at all times; doing so will reduce the loss of life and property from a vegetation fire.

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2.
RSFFPD Ordinance No. 2022-02 §§ 5.03.1 and 2.01.1 and 9.01.

Instructions for abatement:

Please mow all weeds and annual grasses on your property to a stubble height of no more than four (4) inches. **INCLUDING**

Exhibit A

Rancho Santa Fe Fire Protection District personnel will be back to reinspect your facility. Please have these code violations fixed by 07/30/2025

Please contact the RSFFPD for more information if the location or nature of the hazard is unclear.
(Visit www.rsf-fire.org to view *Ordinance 2022-02* in its entirety).

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Sincerely,

Mike Calhoun
DSI Inspector



HARMONY GROVE HORSE PARK LLC
5950 LA PLACE CT #200
CARLSBAD 92008

NOTICE TO ABATE HAZARD

NOTE: THIS IS NOT A PERMIT TO GRADE YOUR PROPERTY

Date: ~~07/17/2025~~
Property address: 0 COUNTRY CLUB DR
APN: 2355721000

**Dear HARMONY GROVE HORSE PARK LLC
OR SUCH PERSON IN CHARGE, POSSESSION OF OR CONTROL OF THE PROPERTY**

San Diego County Property records show you as the owner of the parcel listed above. A fire hazard(s) exist on your property as defined in Rancho Santa Fe Fire Protection District's ("RSFFPD") Ordinance 2022-02 for vegetation management. The RSFFPD's vegetation management program has proven effective in mitigating the spread of vegetation fires and has played a part in keeping the destruction from these fires to a minimum. By this notice, we are requiring owners within RSFFPD to ensure their property meets these fire safety requirements at all times; doing so will reduce the loss of life and property from a vegetation fire.

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Sincerely,

Mike Calhoun
DSI Inspector



HARMONY GROVE HORSE PARK LLC
5950 LA PLACE CT #200
CARLSBAD 92008

NOTICE TO ABATE HAZARD

NOTE: THIS IS NOT A PERMIT TO GRADE YOUR PROPERTY

Date: ~~07/29/2025~~
Property address: 0 COUNTRY CLUB DR
APN: 2355721000

Dear HARMONY GROVE HORSE PARK LLC
OR SUCH PERSON IN CHARGE, POSSESSION OF OR CONTROL OF THE PROPERTY

San Diego County Property records show you as the owner of the parcel listed above. A fire hazard(s) exist on your property as defined in Rancho Santa Fe Fire Protection District's ("RSFFPD") Ordinance 2022-02 for vegetation management. The RSFFPD's vegetation management program has proven effective in mitigating the spread of vegetation fires and has played a part in keeping the destruction from these fires to a minimum. By this notice, we are requiring owners within RSFFPD to ensure their property meets these fire safety requirements at all times; doing so will reduce the loss of life and property from a vegetation fire.

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Sincerely,

Mike Calhoun
DSI Inspector

Exhibit A 435 (1280 x 960)



Exhibit A

436 (1280x860)



Exhibit A

438 (1280x160)



Exhibit A 3624 (128 / 360)



Exhibit A 3625 (1287960)



STAFF REPORT

NO. 25-38

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: APPROVE FEES FOR FORCED WEED ABATEMENT
DATE: DECEMBER 17, 2025



RECOMMENDATION:

Staff recommends the Board approve the itemized fees required for a total cost of **\$ 7,454.00** to complete the forced abatement process and further authorize administrative staff to invoice the property owner (parcel number) listed below of the approved fees.

CURRENT SITUATION:

The fire district has sent a report and notification of today's hearing to the last known owner of the parcel as listed in the County of San Diego Tax Assessor Office a minimum of (3) three days prior to this regularly scheduled Board of Directors meeting (See Exhibit A).

Upon Board approval today, administrative staff will mail (certified) a district cover letter and invoice requesting payment within 30 days of the invoice date for the itemized fees to abate the parcel number listed below.

Parcel Number	Contractor Abate Cost	District Admin. Fee	Total Cost
235-572-11-00	\$6,660.00	\$794.00	\$7,454.00

Should the property owner fail to provide payment to the fire district within 30 days of the invoice date, the fire district will publicly post a minimum of (3) three days prior to the regularly July Board of Directors meeting for Weed Abatement Special Assessment approval.

Upon Board approval the list will be sent to the County of San Diego Tax Assessor prior to their August deadline. The County of San Diego will reimburse the fire district for all charges, including administrative fees, and will include the fees on the property owner's next property tax bills.

BACKGROUND:

The fire district's prevention bureau is responsible for mailing the annual district's notification which educates and encourages property owners to comply pursuant to the current **Rancho Santa Fe Fire Protection District's Ordinance No. 2022-02**. Compliance with the ordinance is key to the safety of the community that is located within a very high fire hazard severity zone. The fire district typically will find a large percentage of property owners willingly comply within the 15-calendar day timeline allowed.

However, for the property owner(s) not compliant pursuant to the current Rancho Santa Fe Fire Protection District's Ordinance, the following procedure is implemented:

1. The fire district will conduct a weed abatement inspection and will provide a **"First Notice" (1st Class Mail)** to notify the property owner(s) to correct any issues not in compliance with the Rancho Santa Fe Fire Protection District's Ordinance within 15-calendar days of the first notice date.
2. Should the property owner continue to fail with the specific timeline of the first notice, the fire district will serve a **"Final Notice" (Certified Mail)** to notify the property owner(s) to correct any issues not in compliance with the Rancho Santa Fe Fire Protection District's Ordinance within 10-calendar days of the final notice date.
3. Should the property owner continue to fail with the specific timeline on the final notice, the fire district will conspicuously post a sign on the property a **"Notice to Abate Hazard"** to notify the property owner(s) to correct any issues not in compliance with the Rancho Santa Fe Fire Protection District's Ordinance within 10-calendar days of the date posted on the sign to avoid a forced abatement by the district.
4. Should the property owner continue to fail with the specific timeline on the posted sign "Notice to Abate Hazard", the fire district will request a bid from the sole source private contractor to abate the parcel to be compliant with the Rancho Santa Fe Fire Protection District's Ordinance. The fire district can approve and authorize the contractor to abate the parcel.
5. Should the property owner refuse access to the property for the fire district and contractor to force abate the parcel, the fire district can obtain an **"Abatement Warrant and Order Authorizing Entry onto The Property to Abate the Public Nuisance"**.
6. Once the contractor has completed the authorized forced weed abatement work and the fire district has accepted the final work. The fire district will pay the contractor for the approved and completed work. The staff will request Board approval for all the associated costs and fees required to abate the parcel. The Board approval will also authorize staff to invoice the property owner.

The fire district attempts to work with the property owner prior to any forced abatement. The district maintains a sole source contract with R.E Badger & Son Inc. to bring specifically identified hazardous parcels into compliance pursuant to the Rancho Santa Fe Fire Protection District's Ordinance.

EXHIBITS:

EXHIBIT A – NOTIFICATION LETTER TIMELINE SENT TO HARMONY GROVE HORSE PARK LLC

Exhibit A



Rancho Santa Fe Fire Protection District

P.O. Box 410 • 18027 Calle Ambiente • Rancho Santa Fe • California 92067-0410
Tel. (858) 756-5971 • Fax (858) 756-4799

Board of Directors
James Ashcraft, President
John Tanner
Nancy Hillgren
Kevin Barnard
Tucker Stine

Fire Chief
Dave McQuead

December 8, 2025

Harmony Grove Horse Park LLC
5950 La Place Court #200
Carlsbad, CA 92008

Re: Forced Abatement of Fire Hazard at Assessor Parcel Number (APN) 235-572-11-00

To Whom it May Concern:

San Diego County property records show that you are the owner of APN: 235-572-11-00 located at 0 Country Club Drive, Escondido, CA 92029, with a mailing address at 5950 La Place Court #200, Carlsbad, CA 92008. The Rancho Santa Fe Fire Protection District attempted to notify you of the fire hazard present on your property without a reply.

Please reference the timeline below regarding the forced abatement process for APN: 235-572-11-00.

- 1) First notice mailed: July 2, 2025, 2nd notice mailed: July 17, 2025.
- 2) Final Notice by Certified Mail: July 29, 2025.
- 3) Property posted with legal notice to abate hazard on: August 5, 2025.
- 4) The contractor's bid to abate hazards \$6,660.00: October 17, 2025.
- 5) The property was abated on November 8, 2025.

Parcel Number	Contractor Abate Cost	District Admin. Fee	Total Cost
235-572-11-00	\$6,660.00	\$794.00	\$7,454.00

You may contact the fire district's Board Clerk to attend and contest the information provided at the Board of Directors meeting scheduled for December 17, 2025, at 1:00 PM, 18027 Calle Ambiente, Rancho Santa Fe, CA 92067, Suite 101. The Board of Directors will review to approve any or all fees required to abate the property.

Upon Board approval, the fire district will mail an invoice to the address previously identified in this letter. The fire district must receive payment within 30 days of the invoice date. If payment is not received, then the fire district will begin the process to have the amount placed on your property tax bill as a lien against the property.

If you have any questions, please do not hesitate to contact me. (858) 756-5971

Sincerely,

David McQuead, Fire Chief

Exhibit A



Rancho Santa Fe Fire Protection District

P.O. Box 410/18027 Calle Ambiente

Rancho Santa Fe, California 92067-0410

Tel. (858) 756-5971/Fax (858) 756-4799 www.rsf-fire.org

WORK ORDER AUTHORIZATION

Authorization #: 2025-02

Property Owner: Harmony Grove Horse Park LLC

Billing Address: 5950 La Place Court #200

Carlsbad, CA 92008

APN #: 235-572-11-00

Job Location: 0 Country Club Dr

Escondido, CA 92029

Work to be performed: Mow all previously mowed areas including along road. Skirt up all trees and saplings along road and defensible space for structure on top of the hill.

Estimated date of completion: ASAP

Cost of completion: \$6,660.00

WINNING BID WILL REQUIRE AN ATTACHED ESTIMATE

Contractor Name: R.E. Badger & Son Inc.

Address: P.O. Box 830

Rancho Santa Fe, CA 92067

Phone: (858) 756-1402

Contractor License #: 30926

Signature: _____ Date: _____

Contracting Agency

Authorized By: (print) Marlene Denner Date: 10/28/25

Signature: [Handwritten Signature] Date: 10/28/25

Rancho Santa Fe FPD

Note: The awarded contractor will have 30 days after completion of the job *and* approval of the Fire Marshal (or his assignee), to make attempts to bill the property owner. Documentation of those attempts is needed. After 30 days the Rancho Santa Fe FPD will authorize a Purchase Order for reimbursement of your estimate.

Exhibit A

R.E. Badger & Son, Inc.
Citrus Groves — Development and Maintenance

To: Mike Calhoun
From: Rodolfo Calderon
Date: October 17, 2025

Location: Country Club Dr #1 (235-572-11)

WEED ABATEMENT

1A	Equipment move-on flat fee	1 x \$55.00 =	\$ 55.00
1B	Tractor Mowing – hourly rate	32 hours x \$80.00 =	\$ 2,560.00
2A	Hand Labor – hourly	160 hours x \$25.00 =	\$ 4,000.00
4A	Administrative fee	1 x \$45.00 =	\$ 45.00
TOTAL			\$ 6,660.00

Sincerely,



Rodolfo Calderon

P.O. Box 830 Rancho Santa Fe CA 92067 (858) 756-1402

Exhibit A

R.E. Badger & Son, Inc.
Citrus Groves — Development and Maintenance

INVOICE

November 13, 2025

RANCHO SANTA FE FIRE DEPARTMENT – FIRE PROTECTION
DISTRICT
PO BOX 410
RANCHO SANTA FE, CA 92067

Forced Abatement Authorization #: 2025-02 per Rancho Santa Fe Fire
Protection District

APN #: 235-572-11-00 0 Country Club Dr Escondido, CA 92029

WEED ABATEMENT

1A	Equipment move-on flat fee	1 x \$55.00 =	\$ 55.00
1B	Tractor Mowing – hourly rate	32 hours x \$80.00 =	\$ 2,560.00
2A	Hand Labor – hourly	160 hours x \$25.00 =	\$ 4,000.00
4A	Administrative fee	1 x \$45.00 =	\$ 45.00
TOTAL			\$ 6,660.00

PLEASE PAY UPON RECEIPT

P.O. Box 830 Rancho Santa Fe CA 92067 (858) 756-1402



1 Property Address: COUNTRY CLUB DR ESCONDIDO CA 92029

Ownership

County: **SAN DIEGO**
 Assessor: **JORDAN Z. MARKS**
 Parcel # (APN): **235-572-11-00**
 Parcel Status: **ACTIVE**
 Owner Name: **HARMONY GROVE HORSE PARK LLC**
 Mailing Address: **5950 LA PLACE CT #200 CARLSBAD CA 92008**
 Legal Description: **TR 15891 LOT 2**

Assessment

Total Value: **\$575,173** Tax Rate Area: **074-173** County Zoning Code: **8**
 Land Value: **\$575,173** Year Assd: **2025**
 Impr Value: Census Tract:
 Other Value: Use Code: **62**
 % Improved: **0%** Use Type: **MISCELLANEOUS**
 Exempt Amt:
 Exempt Type:

Sale History

	Sale 1	Sale 2	Sale 3	Transfer
Document Date:				05/06/2022
Document Number:				0198456
Document Type:				
Transfer Amount:				
Price/SqFt:				
Seller (Grantor):				

Property Characteristics

Bedrooms:	Fireplace:	Units:
Baths (Full):	A/C:	Stories:
Baths (Half):	Heating:	Quality:
Total Rooms:	Pool:	Building Class:
Bldg/Liv Area:	Park Type:	Condition:
Lot Acres: 14.090	Spaces:	Site Influence:
Lot SqFt: 613,760	Garage SqFt:	Timber Preserve:
Year Built:		Ag Preserve:
Effective Year:		

Exhibit A

235572100010 COUNTY CLERK

EXHIBIT A	0/5/25
HAZARD 1	ALL PREVIOUSLY MOWED AREAS INCLUDING WITHIN THE DISTRICT LINE AT THE TOP OF THE HILL
HAZARD 2	INCLUDING ALL TREES AND SHRUBS IN WITHIN ADJACENT TO THE ROAD
HAZARD 3	WITHIN THE DISTRICT LINE AT THE TOP OF THE HILL
HAZARD 4	
HAZARD 5	
HAZARD 6	
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HAZARD 99	
HAZARD 100	

Exhibit A

PostGrid

harmony grove horse park



API Documentation Guides Brandon Closs

Dashboard

- Overview
- Analytics

Campaigns Beta

- All Campaigns

Resources

- Contacts
- Templates
- Bank Accounts
- Return Envelopes
- Trackers

Tools

- PDF Wizard
- List Builder

Orders

- Letters
- Postcards
- Cheques
- Self Mailers
- Live Made

Sub-Organizations

- Overview

Settings

- Settings
- Integrations
- Users
- Webhooks
- API Logs

Billing

- Payment
- Invoices
- Upgrade

Letters

Download Letters

Create Letter

Description	Recipient	Address	Status	Created At	Preview
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	Completed	7/29/2025 08:11 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	Completed	7/29/2025 08:10 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	Completed	7/29/2025 08:09 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/17/2025 08:34 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/17/2025 08:30 AM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/2/2025 01:38 PM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/2/2025 01:25 PM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	7/2/2025 01:22 PM	View PDF
	HARMONY GROVE HORSE PARK LLC	5950 LA PLACE CT STE 200	On Route	6/20/2025 01:32 AM	View PDF

APN: [unclear]
635-572-911-00

Final

Rows per page: 10 1-10 of 141

Exhibit A



Rancho Santa Fe Fire Protection District

HARMONY GROVE HORSE PARK LLC
5950 LA PLACE CT #200
CARLSBAD 92008

NOTICE TO ABATE HAZARD

NOTE: THIS IS NOT A PERMIT TO GRADE YOUR PROPERTY

Date: 07/02/2025
Property address: , ESCONDIDO
APN: 2355721100

Dear HARMONY GROVE HORSE PARK LLC
OR SUCH PERSON IN CHARGE, POSSESSION OF OR CONTROL OF THE PROPERTY

San Diego County Property records show you as the owner of the parcel listed above. A fire hazard(s) exist on your property as defined in Rancho Santa Fe Fire Protection District's ("RSFFPD") Ordinance 2022-02 for vegetation management. The RSFFPD's vegetation management program has proven effective in mitigating the spread of vegetation fires and has played a part in keeping the destruction from these fires to a minimum. By this notice, we are requiring owners within RSFFPD to ensure their property meets these fire safety requirements at all times; doing so will reduce the loss of life and property from a vegetation fire.

Please note: Some properties may require hazard abatement more than one time each year.

The following code violations/hazards were found:

1.
RSFFPD Ordinance No. 2022-02 § 10.01.

Instructions for abatement:

Please clear and maintain the area within twenty (20) feet of highways, private streets, and roads free of flammable vegetation and other combustible growth. Weeds and annual grasses shall be mowed to a height not exceeding four (4) inches, trees shall be skirted off the ground a minimum six (6) feet, and flammable native brush shall be thinned so that it does not occupy at more than twenty (20) percent of the square footage of the area along the street or roadway. INCLUDING SKIRT UP OR REMOVE ALL TREES AND SAPLINGS ALONG THE ROAD

2.
RSFFPD Ordinance No. 2022-02 §§ 5.03.1 and 2.01.1 and 9.01.

Instructions for abatement:

Please mow all weeds and annual grasses on your property to a stubble height of no more than four (4) inches. ALL

Mailing Address: P.O. Box 410, Rancho Santa Fe, CA 92067
Physical Address: 18027 Calle Ambiente, Suite 101, Rancho Santa Fe, CA 92067
Emergencies: 9-1-1
Business: 858-756-5971
Fax: 858-756-4799

Page

Exhibit A

PREVIOUSLY MOWED AREAS INCLUDING A BREAK ADJACENT TO STRUCTURES IN THE HARMONY GROVE SPIRITUALIST ASSOCIATION.

3.

RSFFPD Ordinance No. 2022-02 § 8.01.

Instructions for abatement:

Please remove any accumulation of combustible vegetation, dead, dying or diseased trees, green waste, waste matter, or other flammable/combustible materials within fifty (50) feet of the property line when such accumulation endangers or encroaches on the required PROPERTY Defensible Space for improvements on an adjacent property. STRUCTURES IN HARMONY GROVE SPIRITUALIST ASSOCIATION.

4.

RSFFPD Ordinance No. 2022-02 § 5.01.

Instructions for abatement:

Please clear and maintain an effective fuel modification zone/defensible space of one hundred (100) feet from any structure. This one hundred (100) foot zone shall be kept free of weeds/annual grasses and dead/dying trees and shrubs. Combustible vegetation and native brush shall be removed or thinned so that does not occupy more than twenty (20) percent of the square footage of the area. STRUCTURE ON PROPERTY

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Exhibit A

Rancho Santa Fe Fire Protection District personnel will be back to reinspect your facility. Please have these code violations fixed by 07/30/2025

Please contact the RSFFPD for more information if the location or nature of the hazard is unclear. (Visit www.rsfire.org to view Ordinance 2022-02 in its entirety).

THIS IS CONSIDERED A NOTICE TO ABATE the aforementioned fire hazard(s) on your property in accordance with RSFFPD Ordinance 2022-02. Hazard abatement must be accomplished within 15 days of this notice. Properties that have not been cleared or do not comply with the requirements of RSFFPD Ordinance 2022-02 within 15 days will be subject to RSFFPD's Forced Abatement Process. Property owners are strongly urged to arrange for the clearing of their own parcels, as the above requirements are strictly enforced. If your property is forcibly abated, the cost will be much higher than if you choose to abate the property yourself or commercially. PLEASE REFER TO RSFFPD ORDINANCE 2022-02

This Notice does not authorize you or anyone on your behalf to access an adjoining property to abate the hazard or to take any action on your property in contravention of any recorded restrictions, covenants, or conditions.

If you do not own this property, have already cleared this property, feel you have received this notice in error, or wish to schedule an on-site meeting, please contact ranchosantafireprotection@rsf-fire.org as soon as possible. Additionally, should you disagree with the determination that a hazard exists, you may request an administrative review with the Fire Marshal.

Sincerely,

Mike Calhoun
DSI Inspector

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Exhibit A

Rancho Santa Fe Fire Protection District

HARMONY GROVE HORSE PARK LLC
5950 LA PLACE CT #200
CARLSBAD 92008

NOTICE TO ABATE HAZARD

NOTE: THIS IS NOT A PERMIT TO GRADE YOUR PROPERTY

Date: ~~07/17/2025~~

Property address: , ESCONDIDO

APN: 2355721100

**Dear HARMONY GROVE HORSE PARK LLC
OR SUCH PERSON IN CHARGE, POSSESSION OF OR CONTROL OF THE PROPERTY**

San Diego County Property records show you as the owner of the parcel listed above. A fire hazard(s) exist on your property as defined in Rancho Santa Fe Fire Protection District's ("RSFFPD") Ordinance 2022-02 for vegetation management. The RSFFPD's vegetation management program has proven effective in mitigating the spread of vegetation fires and has played a part in keeping the destruction from these fires to a minimum. By this notice, we are requiring owners within RSFFPD to ensure their property meets these fire safety requirements at all times; doing so will reduce the loss of life and property from a vegetation fire.

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2.
RSFFPD Ordinance No. 2022-02 §§ 5.03.1 and 2.01.1 and 9.01.

Instructions for abatement:

Please mow all weeds and annual grasses on your property to a stubble height of no more than four (4) inches. **ALL**

Exhibit A

PREVIOUSLY MOWED AREAS INCLUDING A BREAK ADJACENT TO STRUCTURES IN THE HARMONY GROVE SPIRITUALIST ASSOCIATION.

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RSFFPD Ordinance No. 2022-02 § 8.01.

Instructions for abatement:

Please remove any accumulation of combustible vegetation, dead, dying or diseased trees, green waste, waste matter, or other flammable/combustible materials within fifty (50) feet of the property line when such accumulation endangers or encroaches on the required PROPERTY Defensible Space for improvements on an adjacent property. STRUCTURES IN HARMONY GROVE SPIRITUALIST ASSOCIATION.

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RSFFPD Ordinance No. 2022-02 § 5.01.

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Exhibit A

Rancho Santa Fe Fire Protection District personnel will be back to reinspect your facility. Please have these code violations fixed by 07/30/2025

Please contact the RSFFPD for more information if the location or nature of the hazard is unclear. (Visit www.rsf-fire.org to view Ordinance 2022-02 in its entirety).

THIS IS CONSIDERED A NOTICE TO ABATE the aforementioned fire hazard(s) on your property in accordance with RSFFPD Ordinance 2022-02. Hazard abatement must be accomplished within 15 days of this notice. Properties that have not been cleared or do not comply with the requirements of RSFFPD Ordinance 2022-02 within 15 days will be subject to RSFFPD's Forced Abatement Process. Property owners are strongly urged to arrange for the clearing of their own parcels, as the above requirements are strictly enforced. If your property is forcibly abated, the cost will be much higher than if you choose to abate the property yourself or commercially. PLEASE REFER TO RSFFPD ORDINANCE 2022-02

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Sincerely,

Mike Calhoun
DSI Inspector

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Exhibit A



Rancho Santa Fe Fire Protection District

HARMONY GROVE HORSE PARK LLC
5950 LA PLACE CT #200
CARLSBAD 92008

NOTICE TO ABATE HAZARD

NOTE: THIS IS NOT A PERMIT TO GRADE YOUR PROPERTY

Date: 6/29/2025
Property address: , ESCONDIDO
APN: 2355721100

**Dear HARMONY GROVE HORSE PARK LLC
OR SUCH PERSON IN CHARGE, POSSESSION OF OR CONTROL OF THE PROPERTY**

San Diego County Property records show you as the owner of the parcel listed above. A fire hazard(s) exist on your property as defined in Rancho Santa Fe Fire Protection District's ("RSFFPD") Ordinance 2022-02 for vegetation management. The RSFFPD's vegetation management program has proven effective in mitigating the spread of vegetation fires and has played a part in keeping the destruction from these fires to a minimum. By this notice, we are requiring owners within RSFFPD to ensure their property meets these fire safety requirements at all times; doing so will reduce the loss of life and property from a vegetation fire.

Please note: Some properties may require hazard abatement more than one time each year.

The following code violations/hazards were found:

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Exhibit A

PREVIOUSLY MOWED AREAS INCLUDING A BREAK ADJACENT TO STRUCTURES IN THE HARMONY GROVE SPIRITUALIST ASSOCIATION.

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RSFFPD Ordinance No. 2022-02 § 5.01.

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Exhibit A

Rancho Santa Fe Fire Protection District personnel will be back to reinspect your facility. Please have these code violations fixed by 07/30/2025

Please contact the RSFFPD for more information if the location or nature of the hazard is unclear. (Visit www.rsf-fire.org to view Ordinance 2022-02 in its entirety).

THIS IS CONSIDERED A NOTICE TO ABATE the aforementioned fire hazard(s) on your property in accordance with RSFFPD Ordinance 2022-02. Hazard abatement must be accomplished within 15 days of this notice. Properties that have not been cleared or do not comply with the requirements of RSFFPD Ordinance 2022-02 within 15 days will be subject to RSFFPD's Forced Abatement Process. Property owners are strongly urged to arrange for the clearing of their own parcels, as the above requirements are strictly enforced. If your property is forcibly abated, the cost will be much higher than if you choose to abate the property yourself or commercially. PLEASE REFER TO RSFFPD ORDINANCE 2022-02

This Notice does not authorize you or anyone on your behalf to access an adjoining property to abate the hazard or to take any action on your property in contravention of any recorded restrictions, covenants, or conditions.

If you do not own this property, have already cleared this property, feel you have received this notice in error, or wish to schedule an on-site meeting, please contact ranchosantafefireprotection@rsf-fire.org as soon as possible. Additionally, should you disagree with the determination that a hazard exists, you may request an administrative review with the Fire Marshal.

Sincerely,

Mike Calhoun
DSI Inspector

Exhibit A



Rancho Santa Fe Fire Protection District

HARMONY GROVE HORSE PARK LLC
5950 LA PLACE CT #200
CARLSBAD 92008

NOTICE TO ABATE HAZARD - FINAL NOTICE

NOTE: THIS IS NOT A PERMIT TO GRADE YOUR PROPERTY

Date: 07/02/2025

Property address: , ESCONDIDO

APN: 2355721100

Dear HARMONY GROVE HORSE PARK LLC
OR SUCH PERSON IN CHARGE, POSSESSION OF OR CONTROL OF THE PROPERTY

San Diego County Property records show you as the owner of the parcel number listed above. It has been determined that fire hazard(s) exist on your property as defined in Rancho Santa Fe Fire Protection District's ("RSFFPD") *Ordinance 2022-02* for vegetation management. You have failed to address this issue after prior notice.

The following code violations/hazards were found:

1.

RSFFPD Ordinance No. 2022-02 § 10.01.

Instructions for abatement:

Please clear and maintain the area within twenty (20) feet of highways, private streets, and roads free of flammable vegetation and other combustible growth. Weeds and annual grasses shall be mowed to a height not exceeding four (4) inches, trees shall be skirted off the ground a minimum six (6) feet, and flammable native brush shall be thinned so that it does not occupy at more than twenty (20) percent of the square footage of the area along the street or roadway. **INCLUDING SKIRT UP OR REMOVE ALL TREES AND SAPLINGS ALONG THE ROAD**

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Instructions for abatement:

Please mow all weeds and annual grasses on your property to a stubble height of no more than four (4) inches. **ALL PREVIOUSLY MOWED AREAS INCLUDING A BREAK ADJACENT TO STRUCTURES IN THE HARMONY GROVE SPIRITUALIST ASSOCIATION.**

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of

Exhibit A

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(Visit www.rsf-fire.org to view *Ordinance 2022-02* in its entirety).

THIS IS CONSIDERED A FINAL NOTICE TO ABATE the aforementioned fire hazard(s) on your property in accordance with RSFFPD *Ordinance 2022-02*. **Hazard abatement must be accomplished within 10 days of this notice.** Properties that have not been cleared or do not comply with the requirements within 10 days will be subject to RSFFPD's *Forced Abatement Process*. Property owners are strongly urged to arrange for the clearing of their own parcels, as the above requirements are strictly enforced. If your property is forcibly abated, the cost will be much higher than if you choose to abate the property yourself or commercially.

PLEASE REFER TO RSFFPD ORDINANCE 2022-02.

Should you choose not to abate the above hazard, nor make an appeal, RSFFPD is authorized to hire a contractor to abate the hazard. The cost of abatement shall include, but is not limited to, the cost of the abatement, a Fire District administrative fee, and if applicable, include reasonable attorneys' fees and other costs incurred by the District to enforce such abatement. All abatement costs shall be billed to the parcel owner. Nonpayment of abatement costs shall constitute a special assessment to be placed on the respective parcel of land by the County of San Diego and collected at the time and in the manner of ordinary property taxes.

This Notice does not authorize you or anyone on your behalf to access an adjoining property to abate the hazard or to take any action on your property in contravention of any recorded restrictions, covenants, or conditions.

If you do not own this property, have already cleared this property, believe you have received this notice in error, or wish to schedule an on-site meeting, please email ranchosantafefireprotection@rsf-fire.org as soon as possible. Should you disagree with the determination that a hazard exists, you may appeal this determination to the Board of Directors of RSFFPD within ten (10) days as set forth in RSFFPD Ordinance 2022-02.

Sincerely,

Mike Calhoun
DSI Inspector

WARNING - ENVIRONMENTALLY PROTECTED PLANTS OR ANIMAL SPECIES

Clearing of vegetation as required by this letter that contains threatened or endangered species is subject to the Memorandum of Understanding (MOU) with the U.S. Fish and Wildlife Service (USFWS) and California Department of Fish and Game (CDFG).

Deliberate take or clearing or removal beyond that specifically allowed by this notice and the MOU is not authorized and may be in violation of the State and Federal Endangered Species Act. Please contact the fire district with questions about compliance with the MOU and this notice. You should also contact USFWS at (760) 431-9440 or CDFG (858) 467-4201 if you have been notified that you have a threatened or endangered species on your property.

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Exhibit A

3630 (128 x 60)



Exhibit A

3629 (128 x 60)



Exhibit A

3631 (128 x 60)

