



**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, California 92067

April 16, 2025  
1:00 pm PT  
Regular Meeting

*Director Hillgren will participate via tele-conference  
Villa Las Conchas 304, Punta Ballena, 23455 Cabo San Lucas, B.C.S., Mexico*

**Public Comment:** To submit a comment in writing, please email [Montagne@rsf-fire.org](mailto: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.

**Public Virtual Option Information:** To join virtually via Microsoft Teams, click the link below:

[Join the meeting now](#)

Meeting ID: 238 896 055 773; Passcode: i5AQ7U

Dial in by phone: +1 872-215-6310; Phone Conference ID: 966314063#

**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.rsfire.org](http://www.rsfire.org).



# Rancho Santa Fe Fire Protection District Board of Directors

## Regular Meeting

April 16, 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 commentors.
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 March 19, 2025ACTION REQUESTED: **Approve**
  - b. Receive and File
    - Monthly/Quarterly Reports for March 2025
      - (1) List of Demands: Checks 38666 through 38745 and Electronic Funds Transfers (EFTs)

totaling:	\$ 559,489.40
Payroll(s) totaling:	\$ <u>1,010,435.92</u>
TOTAL DISTRIBUTION	\$ 1,569,925.32
      - (2) Grant Recap
      - (3) Division Reports – March 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

April 16, 2025

### 9. Correspondence

- a. HGVS letter regarding correspondence from the Elfin Forest Harmony Grove Town Council  
E-mail received 3/18/2025 at 1:19 p.m.  
ACTION REQUESTED: **Information Only**

### 10. New Business

- a. Grant Acceptance and Check Presentation  
To discuss and/or accept a donation from the Rancho Santa Fe Fire District Foundation for new Streamlight Flashlights. [Staff Report 25-04](#)  
ACTION REQUESTED: **Accept (Roll Call)**
- b. Grant Acceptance  
To discuss and/or accept a donation from the Rancho Santa Fe Fire District Foundation for RSF Fire Station 6 roof and solar/battery installation. [Staff Report 25-05](#)  
ACTION REQUESTED: **Accept (Roll Call)**
- c. Approve Fees for Forced Weed Abatement  
To discuss and/or approve fees for APN 267-030-30-00. [Staff Report 25-06, Exhibit A, Forced Weed Abatement and Payment Process](#)  
ACTION REQUESTED: **Approve (Roll Call)**
- d. Bell of Distinction  
To discuss and/or approve Bell of Distinction nomination of Randall Malin. [Staff Report 25-07](#)  
ACTION REQUESTED: **Approve (Roll Call)**
- e. Bell of Distinction  
To discuss and/or approve Bell of Distinction nomination of Karlana Rannals. [Staff Report 25-08](#)  
ACTION REQUESTED: **Approve (Roll Call)**

### 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

### 12. Adjournment



# **Rancho Santa Fe Fire Protection District Board of Directors**

## **Regular Meeting**

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**April 16, 2025**

The next regular Board of Directors meeting is to be held on May 21, 2025, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

### **CERTIFICATION OF POSTING**

I certify that on April 11, 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 April 11, 2025:

\_\_\_\_\_  
Sarah Montagne  
Board Clerk

# Rancho Santa Fe Fire Protection District

## Regular Board of Directors Meeting

### Minutes March 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**

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

#### **AB 2449 Approve Director's Request**

No request was made.

#### **Determination of a Quorum**

Quorum confirmed.

#### **Roll Call**

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

Directors Absent: None

Staff Present: Fire Chief Dave McQuead; Deputy Chief Jim Mickelson; Fire Marshal Marlene Donner; Finance Manager Burgen Havens; Executive Assistant/Board Clerk Sarah Montagne; Battalion Chief Brian Salameh; Captain Joe Carter; Engineer John Carey; Firefighter/Paramedic Mitchell Grant

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

#### **Approval of Agenda**

MOTION BY DIRECTOR BARNARD, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve agenda as submitted.

#### **1. Public Comment**

One resident made comment regarding the Harmony Grove Village South Project.

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

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

#### **3. Consent Calendar**

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

#### **4. Correspondence**

SMW Letter to Fire District received and filed.

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



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5. **New business**

a. **RSF Fire Station 4 Shift Duty Battalion Chiefs**

Relocation of Shift Duty Battalion Chiefs from RSF Fire Station 1 to RSF Fire Station 4. Information only.

b. **Additional Lease Space to NCDJPA**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the leasing of additional office space at RSF Fire Station 1 to NCDJPA.

6. **Adjournment**

*Meeting adjourned at 2:12pm*

*The next regular Board of Directors meeting is to be held on April 16, 2025, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.*

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Sarah Montagne  
Board Clerk

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James H. Ashcraft  
President

Report Criteria:

Report type: Invoice detail

Check.Type = {<->} "Adjustment"

Check Issue Date	Check Number	Payee	Amount	Invoice GL Account Title
03/07/2025	38666	Aair Purification Systems	\$500.32	BUILDING: RSF4
03/07/2025	38667	American Medical Response Inc	\$2,716.72	CSA-17 CONTRACT
03/07/2025	38668	Archibald Plumbing	\$15,626.00	BUILDING: UPGRADES/REPAIRS
03/07/2025	38669	AT&T Calnet 2/3	\$31.82	UTILITIES: RSF1
03/07/2025	38669	AT&T Calnet 2/3	\$31.82	UTILITIES: RSF1
03/07/2025	38669	AT&T Calnet 2/3	\$78.66	UTILITIES: RSF3
03/07/2025	38669	AT&T Calnet 2/3	\$93.97	UTILITIES: RSF1
03/07/2025	38669	AT&T Calnet 2/3	\$158.42	UTILITIES: ADMIN
03/07/2025	38669	AT&T Calnet 2/3	\$35.87	UTILITIES: RSF3
03/07/2025	38669	AT&T Calnet 2/3	\$60.35	UTILITIES: ADMIN
03/07/2025	38670	Charter Communications Holdings LLC (Sp	\$1,232.39	UTILITIES: ADMIN
03/07/2025	38670	Charter Communications Holdings LLC (Sp	\$48.27	UTILITIES: RSF4
03/07/2025	38671	Cielo Village Partners LP	\$3,200.00	BUILDING: ADMIN
03/07/2025	38672	County of SD/RCS	\$72.50	800 MHz NETWORK FEES
03/07/2025	38672	County of SD/RCS	\$3,333.50	800 MHz NETWORK FEES
03/07/2025	38673	Cox Communications	\$617.40	UTILITIES: RSF3
03/07/2025	38674	Day Wireless Systems Inc	\$2,785.02	RADIOS
03/07/2025	38674	Day Wireless Systems Inc	\$2,090.27	RADIOS
03/07/2025	38675	Department of General Services	\$14,094.50	LEGAL SERVICES
03/07/2025	38676	Duthie Electric Svc Corp	\$850.00	GENERATORS
03/07/2025	38677	EDCO Waste & Recycling Inc	\$252.25	UTILITIES: RSF5
03/07/2025	38677	EDCO Waste & Recycling Inc	\$139.14	UTILITIES: RSF6
03/07/2025	38677	EDCO Waste & Recycling Inc	\$221.46	UTILITIES: RSF6
03/07/2025	38678	Eide Bailly LLP	\$393.75	CONSULTING SVCS - FINANCIAL
03/07/2025	38679	Erik M. & Christina M Bessel DBA Spot On	\$446.09	TRAINING- MATERIALS/SUPPLIES
03/07/2025	38679	Erik M. & Christina M Bessel DBA Spot On	\$148.50	UNIFORMS
03/07/2025	38680	Genuine Parts Company, Inc.	\$147.00	APPARATUS/VEHICLES
03/07/2025	38681	Henley Pacific LA LLC (Valvoline)	\$140.78	APPARATUS: SCHEDULED
03/07/2025	38682	Industrial Commercial Systems INC.	\$511.50	BUILDING: ADMIN
03/07/2025	38683	Integrity Data	\$258.00	MEMBERSHIPS & SUBSCRIPTIONS
03/07/2025	38684	iSimulate LLC	\$1,295.00	CSA-17 CONTRACT
03/07/2025	38685	L N Curtis & Sons Inc	\$4,590.50	PPE
03/07/2025	38685	L N Curtis & Sons Inc	\$600.81	PPE
03/07/2025	38686	Olivenhain Municipal Water District	\$956.71	UTILITIES: RSF2
03/07/2025	38686	Olivenhain Municipal Water District	\$722.09	UTILITIES: RSF4
03/07/2025	38686	Olivenhain Municipal Water District	\$1,704.96	UTILITIES: RSF2
03/07/2025	38687	Parkhouse Tire INC.	\$2,245.53	APPARATUS/VEHICLES
03/07/2025	38688	Police & Fire Psychology, APC	\$1,400.00	NEW HIRES & BACKGROUNDS
03/07/2025	38688	Police & Fire Psychology, APC	\$700.00	NEW HIRES & BACKGROUNDS
03/07/2025	38688	Police & Fire Psychology, APC	\$700.00	NEW HIRES & BACKGROUNDS
03/07/2025	38689	Public Sector HR Association (PSHRA)	\$45.00	MEMBERSHIPS & SUBSCRIPTIONS
03/07/2025	38690	Race Telecommunications INC	\$179.50	UTILITIES: RSF1
03/07/2025	38691	Rincon Del Diablo Municipal Water Distri	\$92.35	UTILITIES: RSF5
03/07/2025	38691	Rincon Del Diablo Municipal Water Distri	\$473.16	UTILITIES: RSF5
03/07/2025	38692	Robert Half International	\$1,200.00	TEMPORARY STAFF EXPENSE
03/07/2025	38693	RSF Mail Delivery Solutions	\$150.00	OFFICE EXPENSES
03/07/2025	38694	SC Commercial LLC	\$2,455.57	FUEL/PROPANE
03/07/2025	38694	SC Commercial LLC	\$2,011.19	FUEL/PROPANE
03/07/2025	38695	State of CA DIR	\$225.00	ELEVATOR
03/07/2025	38695	State of CA DIR	\$225.00	ELEVATOR
03/07/2025	38695	State of CA DIR	\$125.00	ELEVATOR
03/07/2025	38695	State of CA DIR	\$225.00	ELEVATOR
03/07/2025	38696	Streamline	\$497.00	WEBSITE
03/07/2025	38697	U S Postal Service	\$350.00	OFFICE EXPENSES

Check Issue Date	Check Number	Payee	Amount	Invoice GL Account Title
03/07/2025	38698	U.S. Bank Corporate Payment Systems	\$30,794.79	CAL-CARD PROGRAM
03/07/2025	38699	Verizon Wireless	\$266.07	CSA-17 CONTRACT
03/07/2025	38699	Verizon Wireless	\$2,136.53	CELLULAR
03/14/2025	38700	Accme Janitorial Service Inc	\$740.00	BUILDING: ADMIN
03/14/2025	38701	AFSS -Southern Division	\$30.00	TRAINING: ADMINISTRATION
03/14/2025	38702	AT&T	\$79.54	UTILITIES: RSF6
03/14/2025	38703	AT&T Calnet 2/3	\$109.18	UTILITIES: RSF6
03/14/2025	38703	AT&T Calnet 2/3	\$91.24	UTILITIES: RSF2
03/14/2025	38703	AT&T Calnet 2/3	\$151.86	UTILITIES: RSF4
03/14/2025	38703	AT&T Calnet 2/3	\$218.85	UTILITIES: ADMIN
03/14/2025	38703	AT&T Calnet 2/3	\$19.76	UTILITIES: ADMIN
03/14/2025	38704	Blend	\$196.18	OFFICE EXPENSES
03/14/2025	38704	Blend	\$327.99	OFFICE EXPENSES
03/14/2025	38704	Blend	\$141.97	OFFICE EXPENSES
03/14/2025	38705	Caselle INC.	\$1,389.00	COMPUTERS & PRINTERS
03/14/2025	38706	Duff Mechanic Services	\$867.25	BUILDING: RSF5
03/14/2025	38707	Fitch Law Firm Inc	\$2,057.65	LEGAL SERVICES
03/14/2025	38708	Griffin Ace Hardware Co.	\$53.19	STATION SUPPLIES
03/14/2025	38708	Griffin Ace Hardware Co.	\$8.18	STATION SUPPLIES
03/14/2025	38709	Home Depot INC	\$184.30	APPARATUS/VEHICLES
03/14/2025	38710	Jauregui & Culver Inc	\$1,472.00	FUEL FACILITY MAINTENANCE
03/14/2025	38710	Jauregui & Culver Inc	\$921.08	FUEL FACILITY MAINTENANCE
03/14/2025	38711	Konica Minolta Business Inc	\$132.19	COPIER MAINTENANCE CONTRACT
03/14/2025	38712	Olivenhain Municipal Water District	\$227.05	UTILITIES: RSF3
03/14/2025	38713	Pitney Bowes Inc	\$260.54	MACHINES & OFFICE EQUIPMENT
03/14/2025	38714	R.E. Badger & Son INC.	\$400.00	BUILDING: RSF6
03/14/2025	38715	Robert Half International	\$880.00	TEMPORARY STAFF EXPENSE
03/14/2025	38716	SC Commercial LLC	\$614.29	FUEL/PROPANE
03/14/2025	38716	SC Commercial LLC	\$992.68	FUEL/PROPANE
03/14/2025	38716	SC Commercial LLC	\$1,724.03	FUEL/PROPANE
03/14/2025	38717	SDG&E	\$1,249.52	UTILITIES: RSF6
03/14/2025	38718	TK Elevator Corporation	\$859.54	ELEVATOR
03/14/2025	38719	Waste Management Inc	\$556.79	UTILITIES: RSF1
03/14/2025	38719	Waste Management Inc	\$339.41	UTILITIES: RSF4
03/14/2025	38719	Waste Management Inc	\$339.41	UTILITIES: RSF3
03/14/2025	38719	Waste Management Inc	\$547.31	UTILITIES: RSF2
03/20/2025	38720	A to Z Plumbing Inc	\$315.00	BUILDING: RSF1
03/20/2025	38721	About Service Inc	\$495.34	APPARATUS: SCHEDULED
03/20/2025	38722	Charter Communications Holdings LLC (Sp	\$290.64	UTILITIES: ADMIN
03/20/2025	38723	Genuine Parts Company, Inc.	\$223.40	GENERATORS
03/20/2025	38724	Hanna Plumbing & Supply	\$320.00	BUILDING: RSF2
03/20/2025	38725	Riverside Express	\$3.80	TRAINING: SUPPRESSION
03/20/2025	38726	Roadone	\$700.00	TRAINING- MATERIALS/SUPPLIES
03/20/2025	38726	Roadone	\$700.00	TRAINING- MATERIALS/SUPPLIES
03/20/2025	38727	Robert Half International	\$970.00	TEMPORARY STAFF EXPENSE
03/20/2025	38728	SDG&E	\$3,005.26	UTILITIES: RSF4
03/20/2025	38728	SDG&E	\$1,185.75	UTILITIES: ADMIN
03/20/2025	38728	SDG&E	\$4,471.43	UTILITIES: RSF1
03/20/2025	38728	SDG&E	\$2,128.39	UTILITIES: RSF3
03/20/2025	38728	SDG&E	\$594.05	UTILITIES: ADMIN
03/20/2025	38728	SDG&E	\$140.01	UTILITIES: ADMIN
03/20/2025	38728	SDG&E	\$1,390.09	UTILITIES: RSF5
03/20/2025	38729	Shred it Stericycle	\$148.01	OFFICE EXPENSES
03/20/2025	38730	State Fire Training	\$75.00	TRAINING: SUPPRESSION
03/28/2025	38731	A to Z Plumbing Inc	\$190.00	BUILDING: RSF6
03/28/2025	38732	AT&T	\$74.14	UTILITIES: RSF3
03/28/2025	38732	AT&T	\$78.17	UTILITIES: RSF1
03/28/2025	38732	AT&T	\$86.27	UTILITIES: RSF2



Check Issue Date	Check Number	Payee	Amount	Invoice GL Account Title
03/28/2025	38732	AT&T	\$249.28	UTILITIES: RSF5
03/28/2025	38733	C.A.P.F.	\$1,681.50	DISABILITY INSURANCE
03/28/2025	38734	DEH County of San Diego	\$960.00	PERMITS
03/28/2025	38735	Duthie Electric Svc Corp	\$719.64	GENERATORS
03/28/2025	38736	Griffin Ace Hardware Co.	\$23.53	STATION SUPPLIES
03/28/2025	38737	Guardian Life Insurance Co	\$6,225.82	DENTAL APRIL 2025
03/28/2025	38738	Lincoln National Life Ins Co	\$452.34	LIFE INSURANCE
03/28/2025	38738	Lincoln National Life Ins Co	\$806.82	LIFE INSURANCE
03/28/2025	38739	Olivenhain Municipal Water District	\$197.45	UTILITIES: RSF6
03/28/2025	38740	R.E. Badger & Son INC.	\$25,973.00	WEED ABATEMENT SERVICES
03/28/2025	38741	Robert Half International	\$1,000.00	TEMPORARY STAFF EXPENSE
03/28/2025	38742	RSF Security Inc	\$50.00	UTILITIES: RSF5
03/28/2025	38743	SC Commercial LLC	\$2,422.87	FUEL/PROPANE
03/28/2025	38743	SC Commercial LLC	\$1,344.01	FUEL/PROPANE
03/28/2025	38743	SC Commercial LLC	\$2,037.49	FUEL/PROPANE
03/28/2025	38743	SC Commercial LLC	\$889.23	FUEL/PROPANE
03/28/2025	38744	SDG&E	\$110.02	UTILITIES: RSF5
03/28/2025	38744	SDG&E	\$2,582.01	UTILITIES: RSF2
03/28/2025	38745	Target Solutions Learning	\$2,230.40	MEMBERSHIPS & SUBSCRIPTIONS
03/07/2025	25030701	Haydne Shimer	\$500.00	TRAINING: SUPPRESSION
03/14/2025	25031401	Dan Schaffer	\$299.21	TRAINING: PREVENTION
03/14/2025	25031402	Dan Schaffer	\$103.13	TRAINING: PREVENTION
03/14/2025	25031403	Nicholas Chapin	\$475.00	TRAINING: SUPPRESSION
03/14/2025	25031404	Michael Velasquez	\$332.97	TRAINING: PREVENTION
03/14/2025	25031405	Michael Velasquez	\$105.25	TRAINING: PREVENTION
03/14/2025	25031406	CalPERS	\$251,388.63	FEB PERS RETIREM
03/20/2025	25032001	Sarah Montagne	\$161.00	TRAINING: ADMINISTRATION
03/20/2025	25032002	Blaine Nelson	\$250.00	CSA-17 CONTRACT
03/28/2025	25032801	CalPERS - Health	\$3,997.04	APRIL DIRECTOR HEALTH
03/28/2025	25032802	CalPERS - Health	\$109,472.00	APRIL HEALTH
Grand Totals:			\$559,489.40	

3/15/2025 \$516,153.92 RSF Fire Payroll  
3/31/2025 \$494,282.00 RSF Fire Payroll

**Total:** \$1,010,435.92

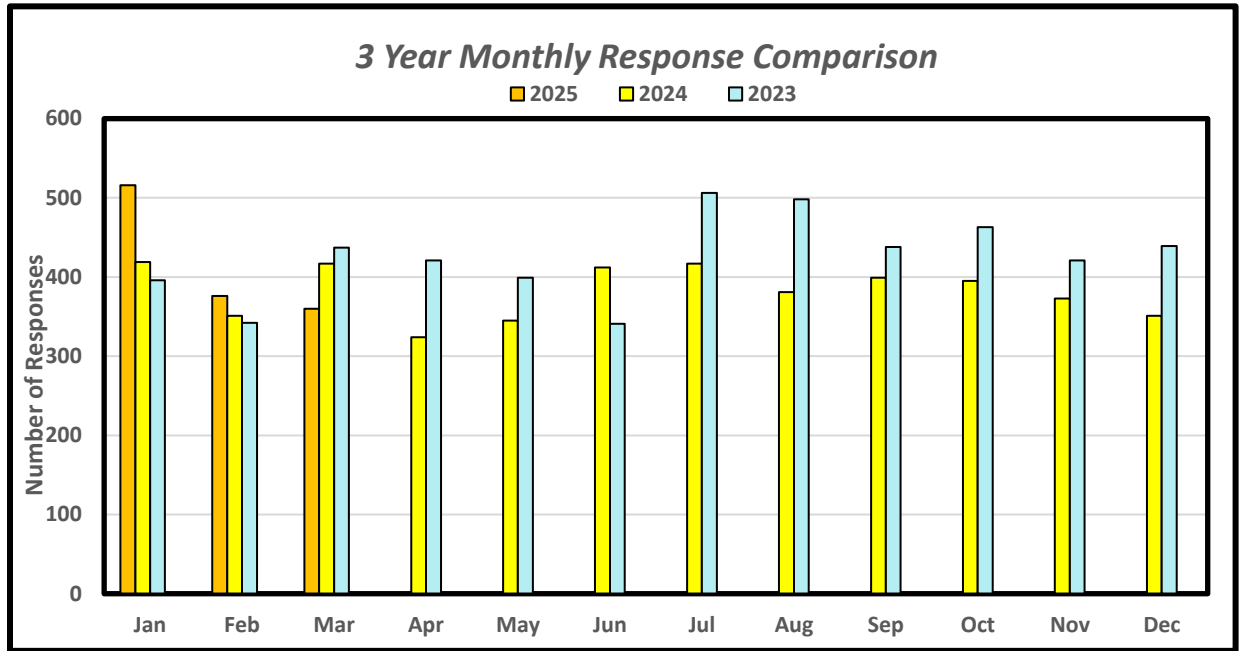
**Grand Total: \$1,569,925.32**

# RSF Grant Re-Cap March 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	9/7/2021	UASI FY19	Rescue Systems 1	\$ 7,705.26		Audit Feedback recieved, working on correcting issues
ACTIVE		UASI FY21	Fresno Symposium & Rescue Systems 1	\$ 20,655.00		Submitted for Reimbursement
ACTIVE		UASI FY22	Fresno Symposium	\$ 15,000.00		Not seeking Reimbursement-No Symposium in FY22
						Approved 05/16/2024, Approved amount lowered to \$52,645.00
ACTIVE	9/29/2022	UASI FY23	Training Courses	\$ 89,098.86		Application Submitted
ACTIVE	9/26/2023	UASI FY24	Fresno Symposium & Training Courses	\$ 63,620.00		Application Submitted
ACTIVE	9/12/2024	UASI FY25	Fresno Symposium & Training Courses	\$ 15,000.00		Application Submitted
						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 expected to be completed by end of Februarv 2024.
ACTIVE	8/1/2022	Coastal Conservancy	Escondido Creek/San Marcos Defensible Space/Roadway Clearance	\$ 325,864.00		Completed-Check Received
ACTIVE		SHSGP FY23	2 Radios, MacBooks	\$ 17,080.00	\$ 17,080.00	Application updated, amount reduced per County.
ACTIVE		SHSGP FY24	Multigas Monitors	\$ 12,655.00		Application Submitted
ACTIVE	12/15/2024	AFG FY25 (Assistance to Firefighters Grant)	Self Contained Breathing Apparatus	\$ 596,000.00		Application Submitted
ACTIVE	2/1/2025	California Office of Traffic Safety	Advanced auto extrication training	\$ 14,218.00		Application Submitted
CLOSED		SHSGP FY22	4 Radios	\$ 20,338.00	\$20,338.00	Completed-Check received
CLOSED	4/17/2024	SHSGP FY21	4 Radios	\$ 22,904.00	\$22,904.00	Completed-Check Received
CLOSED	5/15/2023	SD Regional Fire Foundation (County Supervisor Terra Lawson-Re	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	1/30/2021	OTS	Struts, Airbags, Circ. Saw (Extrication)	\$ 15,181.23	\$ 15,181.23	Check received; Final Quarterly report provided to OTS. Process is officially closed.
CLOSED	6/1/2022	SD Regional Fire Foundation	Mental Health Program Support	\$ 3,000.00	\$ 3,000.00	Check received. Presentation given at prior Board Meeting. Process is officially closed.
CLOSED	3/11/2021	DEPT OF THE TREASURY (ARPA)	COVID-19 Recovery Funds	\$ 329,000.00	\$ 329,000.00	5/12: All documentation submitted to County & approved; Check received. Process is officially closed.
CLOSED	4/21/2023	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Scott Schieber accepted. Process is officially closed.
CLOSED	10/15/2021	CSDA (CA Special Districts)	COVID-19; Staffing and Supplies	\$ 6,163,371.00	\$ 1,154,981.00	Check received. Audit complete.
CLOSED	7/6/2022	UASI FY20	Training; L-954 Course	\$ 15,196.00	\$15,196.00	Approved 04/08/2022. Check Received 9/2023.
						Check received. Utilizing funds for Via Ambiente Roadway Clearance; Work completed and payment received.
CLOSED	5/12/2020	FEMA	Vegetation Management	\$ 18,000.00	\$ 17,000.00	
<b>RSF Fire District Foundation</b>						
	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
	9/21/2021	RSF Foundation	GIA Wellness	\$ 8,537.50	\$ 8,537.50	Staff and harmonizers for each facility.
	8/19/2021	RSF Foundation	UVC Air Disinfecting	\$ 1,000.00	\$ 1,000.00	10 UVC LED Disinfecting Air Purifiers.
	8/19/2022	RSF Foundation (Sharon McDonald)	E-Hydraulic Extrication Tools	\$ 45,000.00	\$ 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.
						Approved. Item delivered. Ongoing purchases procured
	9/1/2023	RSF Foundation (Sharon McDonald)	Drone Program	\$ 50,000.00	\$50,000.00	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 recieved 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. Containers Installed
	5/3/2024	RSF Foundation	RSF6-50 Staking chairs for Community room	\$ 2,498.83	\$ 2,498.83	Approved
						Change since previous re-cap

# Rancho Santa Fe Fire Protection District Operations Report

## March 2025



### 3 Year Call Volume Tracker:

2025		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	516	376	360										
YTD	516	892	1252	1252	1252	1252	1252	1252	1252	1252	1252	1252	1252	
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:
3/1/2025	Trail Rescue - Miners Ridge Trail	B264, E262, UTV266, SD Units

# Rancho Santa Fe Fire Protection District Operations Report

## March 2025

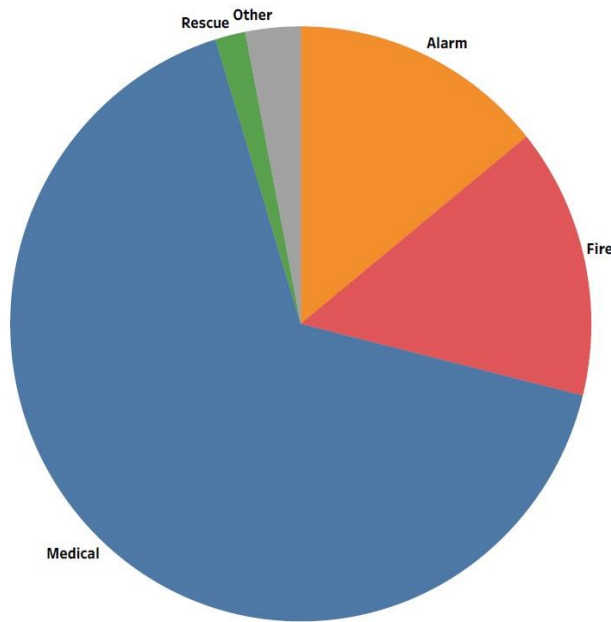
### Monthly Incidents

Assigned Incidents for RANCHO SANTA FE FPD  
March 2025

Agency  
RANCHO SANTA FE FPD

Month  
March 2025 to March 2025

Alarm	51 incidents / 14.17%
Fire	53 incidents / 14.72%
Medical	239 incidents / 66.39%
Rescue	6 incidents / 1.67%
Other	11 incidents / 3.06%
<b>Grand Total</b>	<b>360 incidents / 100.00%</b>

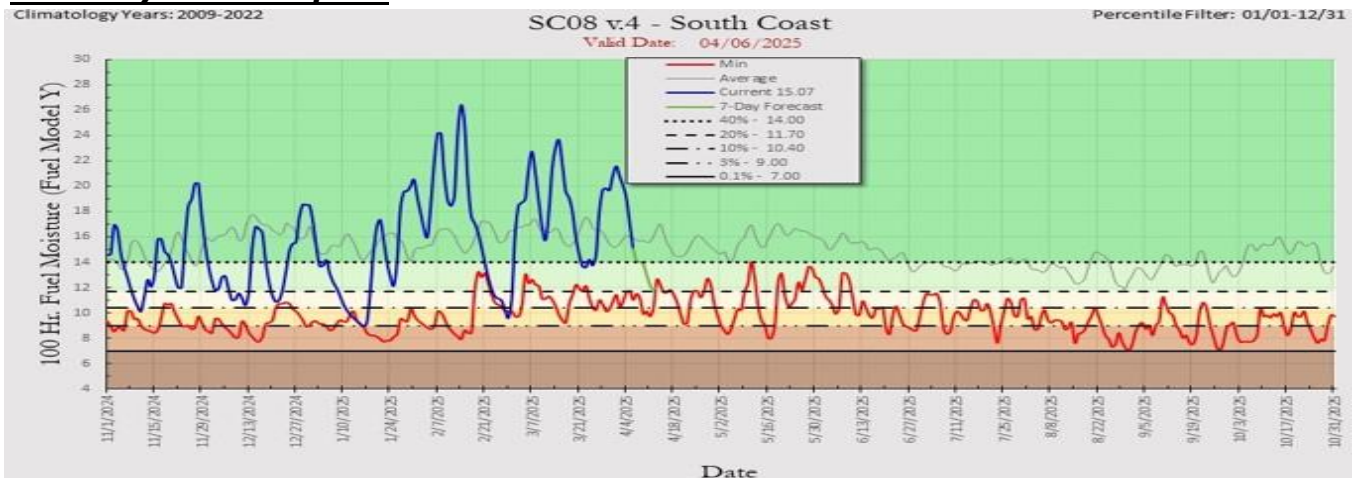


**Problem Category**

- Alarm
- Fire
- Medical
- Rescue
- Other

Data Source: AgencyDashboard\_v3\_Extract\_v4  
Data Last Updated: 4/1/2025 3:26:14 PM

### Monthly Fuels Report





# Monthly Live Fuel Moisture Summary Report

April 2025

## Data Summary

created by [david.gabaldon@fire.ca.gov](mailto:david.gabaldon@fire.ca.gov)

Due to measurable rain that occurred the prior month and the first week of April, fuel moistures averages have gone up significantly. Potrero RAWS received approximately .45" on 4/3/25 while Fallbrook received .11". Goose Valley RAWS received .25". With the exception of Rainbow, new growth is not yet significant though. Flowering and new growth in plants in nearby areas is becoming evident. Moisture Variance between New and Old is widening. Observer will continue to monitor for rise in new growth and flowering, and whether any new moisture significantly affects conditions. (See charts below for further details).

		1/2/25	2/4/25	3/19/25	4/8/25	5/1/25	6/1/25	7/1/25	8/1/25	9/1/25	10/1/25	11/1/25	12/1/25
Rainbow Camp Battalion 1	New	56.14	67.13	90.93	166.04								
	Old	54.95	61.99	74.18	81.12								
Warner Springs Battalion 5	New	59.28	62.15	73.42	81.64								
	Old	54.95	61.10	64.49	66.31								
Mt. Woodson Battalion 8	New	54.66	57.65	76.55	98.57								
	Old	50.90	56.80	72.05	80.64								
White Star Battalion 4	New	54.34	58.56	67.03	98.03								
	Old	46.81	56.46	66.63	72.75								
Potrero Battalion 3	New	51.52	57.75	97.67	152.03								
	Old	49.85	57.82	76.27	90.09								

**Critical Live Fuel Moisture threshold for Chamise = 60%**  
Sustained, fast spreading, high intensity wildfires can occur below this threshold

## Monthly/Seasonal Outlooks, Southern California: April - July 2025

### Southern Operations Fuels Discussion

The USDA Drought Monitor shows widespread drought of various degrees across central and southern California. The drought severity increases to the south and east. There is a large area of moderate drought (D1) observed across most of the Central Valley and severe drought (D2) across the South Coast.

However, recent rains have significantly increased the dead fuel moisture in the larger fuel types as well as the live fuel moisture. Much of the geographic area has now shown signs of "green-up" which means the live fuel is much less susceptible to ignitions at this time. Another important thing to note from the recent rains is the larger yield of grass crop and finer fuel types. This is in stark contrast to the yield of grass crop one month ago due to the wetter than average March 2025.

ISSUED MARCH 30, 2025

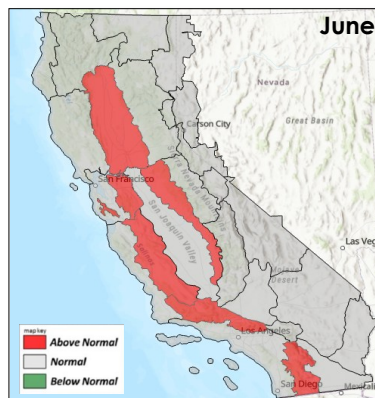
<https://gacc.nifc.gov/oscc/predictive/outlooks/myfiles/assessment.pdf>

# WFTIIC Four Month Outlook

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



## Significant Fire Potential | April - July 2025



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

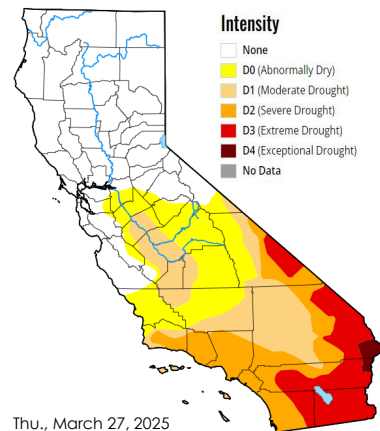
- Wildly fluctuating weather patterns expected for April that transition towards a warmer and drier than normal May through July.
- Typical snow pack and vegetation green-up barriers to fire spread are expected through May before extended periods of critically flammable dead fuels are expected for June and July.
- Lowland areas, especially in the oak-woodland environment, will become increasingly flammable during May, especially away from coastal and marine layer influences.

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

- Models suggest La Niña conditions weakening and transitioning to a neutral state for the spring and summer months. Cooling coastal waters will promote a stronger marine layer.
- Late season rains have promoted herbaceous growth and have increased the risk in fine fuel dominated fires once these fuels have cured.
- Due to poor snow and rain totals since October 2024, there is an increased risk of fire in timber dominated mountainous areas through the summer months.

## Drought Monitor

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

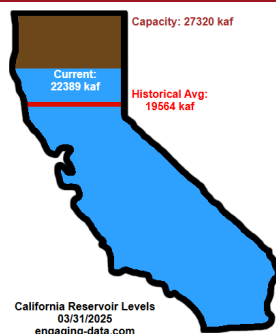


Rain graced much of California throughout March, with the northern portions receiving the majority. Drought conditions have decreased 15% since the beginning of the Water Year (Oct. 1) but 42% more of the state is experiencing drought conditions compared to last year at this time. The southern portions of the state are gripped in Severe Drought conditions and worse, with Exceptional Drought reaching the Colorado Desert. With La Niña conditions forecast to wane, high Significant Fire Potential will impact SoCal soon.

## Reservoir Capacity

Engaging Data

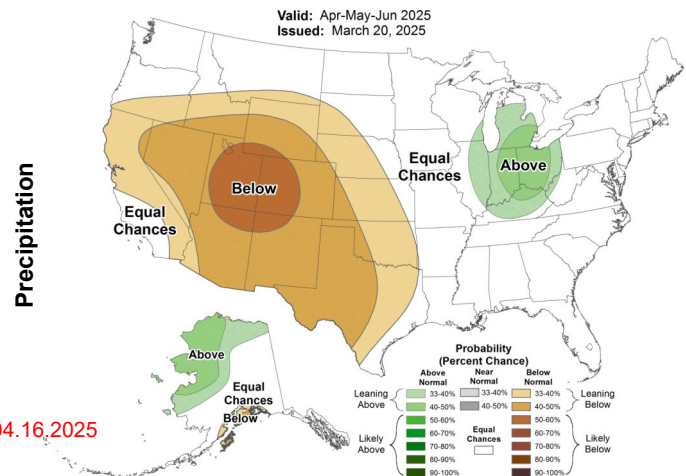
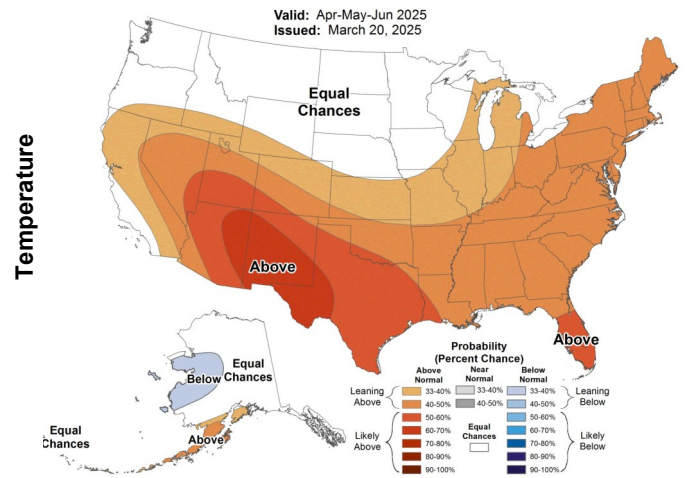
California's reservoir capacity is 99 thousand acre-feet (kaf) greater than it was this time in 2024 and once again, well above the historic average. This is in part due to Trinity & San Luis Res. being 6% & 16% fuller, respectively, than they were at this time last year. Most other NorCal reservoirs are just below last year's capacity at this time. The water retention of reservoirs south of the California Delta become more variable against last year's totals with several reservoirs well below last year's levels and Millerton Res. below the historic average that goes back to 1990.



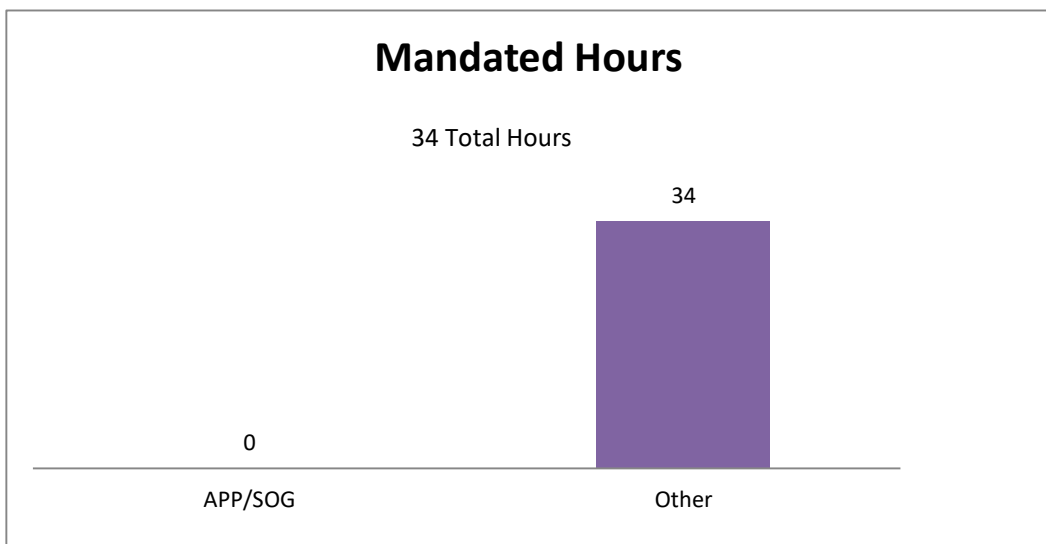
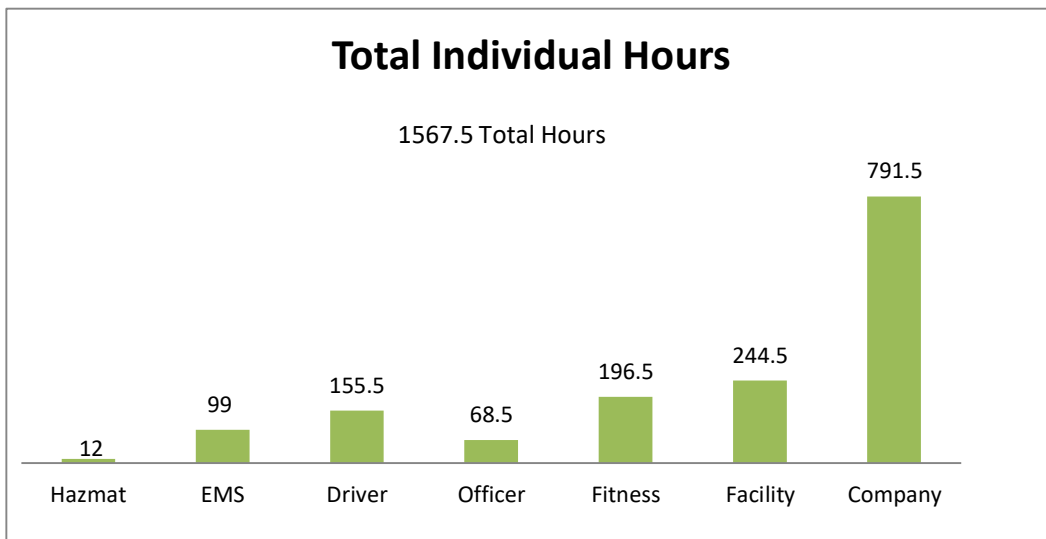
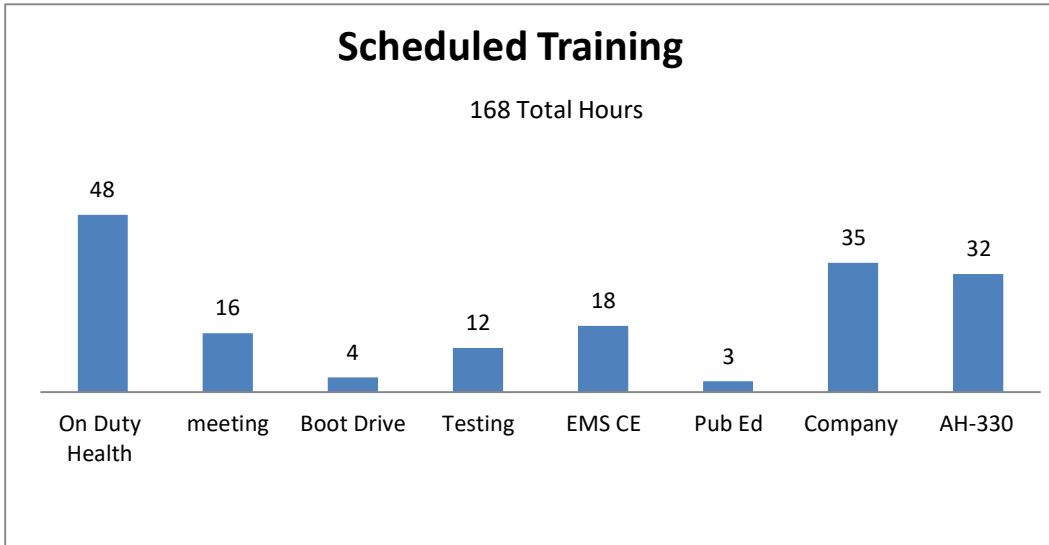
Res. Name	Storage (kaf)	% of Capacity	Avg. Storage (kaf)	% of Avg.	Res. Name	Storage (kaf)	% of Capacity	Avg. Storage (kaf)	% of Avg.
TRINITY LAKE	2,116	87	1,798	118	MILLERTON	354	68	367	97
SHASTA	4,082	90	3,608	113	PINE FLAT	670	67	529	127
OROVILLE	3,032	89	2,505	121	ISABELLA	233	41	147	116
NEW MELONES	1,984	83	1,491	133	CACHUMA LAKE	171	89	147	116
SAN LUIS	1,817	89	1,766	103	CASTAIC	259	80	275	94

## Temperature & Precipitation

Climate Prediction Center

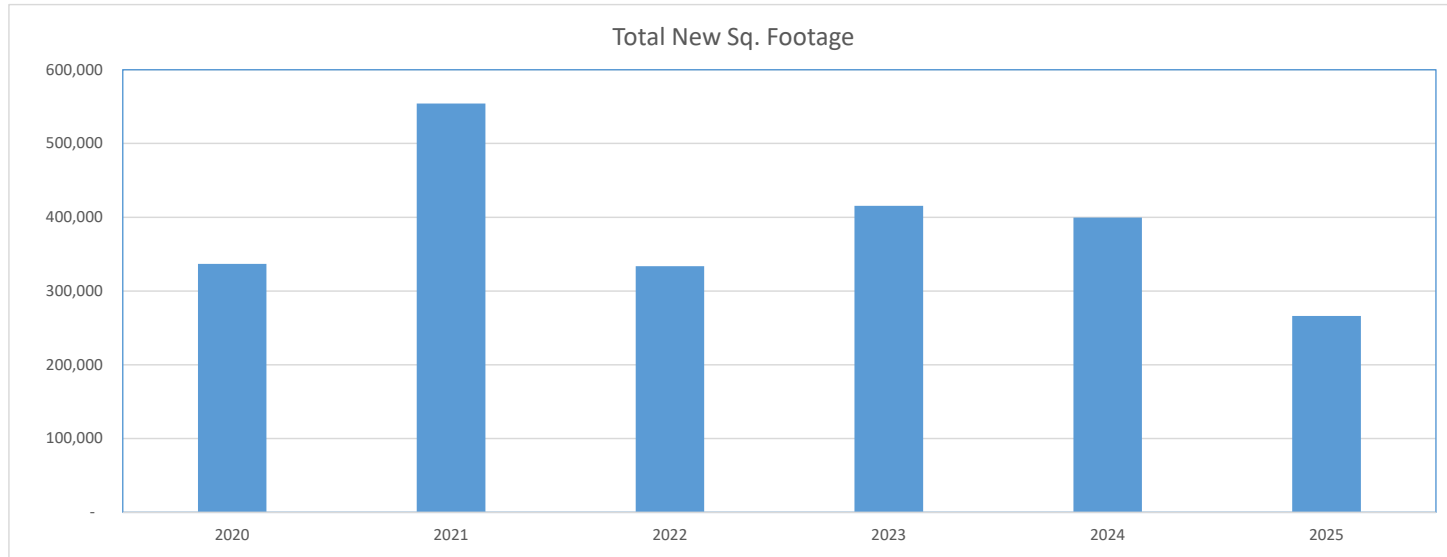


**Training Division**  
**March 2025**



See next page for descriptions.

**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	266,214

**Total New Square Footage Only**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
<b>2020</b>	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
<b>2021</b>	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
<b>2022</b>	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
<b>2023</b>	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
<b>2024</b>	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
<b>2025</b>	221,451	9,508	35,255	0									266,214

**Comparison Total Reviewed Square Footage**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
<b>2020</b>	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
<b>2021</b>	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
<b>2022</b>	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
<b>2023</b>	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
<b>2024</b>	188,103	90,004	176,084	148,134	0	49,134	130,763	210,614	286,781	106,718	202,387	209,584	1,798,306
<b>2025</b>	276,151	108,405	156,208	0									540,764



<b>Totals by Type</b>	<b>Plan Reviews</b>	<b>Inspections</b>
Remodel	4	0
Residential Construction	14	11
Addition	5	0
ADU	9	0
Commercial Construction	0	0
Commercial T.I.	4	2
Tents/Special Events	1	1
Rack Storage	2	0
Preliminary	12	7
Fire Suppression Systems	10	18
Alarms	7	5
Landscaping	14	3
Grading/Mylars/Improvement	1	5
Underground	0	0
Hood System	1	0
Tanks	2	0
Cell Sites	2	0
DPLU	3	0
ESS/Solar	2	0
High Piled Storage	2	0
High Hazard/Communications/Other	2	0
Spray Booth	0	0
FPP	1	0
Technical Reports	1	2
Gates/Knox	0	6
Site Visit	0	4
Annual Inspection	0	2
DSS Liscensing	0	9
AB38	0	8
<b>Total Plan Reviews</b>	<b>99</b>	
<b>Total Inspections</b>		<b>83</b>
<b>SQFT Reviewed (No Mit Fees)</b>		<b>120,953</b>
<b>Approved SQFT (Mit Fees)</b>		<b>35,255</b>
<b>Total SQFT Reviewed</b>		<b>156,208</b>

**FIRE PREVENTION ACTIVITIES**

Investigations	-
Public Education/Community Outreach	-
Special Project	7
Meetings	19
Training Hours	7
<b>TOTAL</b>	<b>33</b>

**WEED ABATEMENT**

<b>Activity</b>	<b># of Inspections</b>
Weed Abatement Inspection	4
Weed Abatement Reinspection	2
1st Notice	4
Final Notice	-
Posting	-
Notices Printed	-
Abated	-
Forced Abatement	-
<b>TOTAL</b>	<b>10</b>

**OFFICE SUPPORT**

<b>Activity</b>	<b># Completed</b>
Phone Calls	878
Correspondence	3,128
Walk in/Counter	200
Knox Application Request	3
Burn Permits	2
Plans Accepted/Routed	78
Special Projects	1
Scanning Documents/Electronic Files	130
Meetings: Admin/Prevention/Admin Shift	1
Post Office Runs	-
Deposit Runs/Preparations	3
<b>TOTAL</b>	<b>4,424</b>

	FY 25 Final Budget	FY 25 Actuals YTD 3/31/2025	YTD
<b>GENERAL FUND</b>			
<b>REVENUE</b>			
Property Tax	17,086,424	10,309,172	60%
Special Tax	1,780,781	1,144,447	64%
Interest Income	456,965	454,249	99%
Tower Lease Agreements	184,348	141,179	77%
Fire Prevention Fees	350,000	319,743	91%
Grant Revenue	150,000	27,169	18%
Rental Income	311,969	216,335	69%
Other Revenues	741,100	1,581,713	213%
<b>TOTAL REVENUE</b>	<b>21,061,587</b>	<b>14,194,007</b>	<b>67%</b>

	FY 25 Final Budget	FY 25 Actuals YTD 3/31/2025	YTD
<b>GENERAL FUND</b>			
<b>EXPENSE</b>			
<b>Salaries and Benefits</b>			
Salaries	10,075,613	7,384,537	73%
Overtime	2,000,000	2,439,374	122%
Management Incentive Pay	72,393	56,814	78%
Annual Leave Paid	-	123,356	
Classic Safety	1,393,429	985,131	71%
Classic Non-Safety	44,365	33,381	75%
PEPRA Safety	479,180	360,382	75%
PEPRA Non-Safety	76,925	53,940	70%
Payroll Tax	239,434	169,750	71%
UAL - PERS Normal (annual)	1,117,000	1,116,639	100%
UAL - CalPERS ADP	1,000,000	1,000,000	100%
Workers Comp Insurance	500,000	509,215	102%
Uniforms	38,000	35,551	94%
Health Insurance	1,494,849	1,014,087	68%
HRA (Funded & Active)	484,400	171,180	35%
Retiree Health Expense	15,000	5,687	38%
<b>Total Salaries &amp; Benefits</b>	<b>19,030,588</b>	<b>15,459,024</b>	<b>81%</b>

**Operations Expenses**

Dispatch Services	220,000	202,583	92%
Structures & Grounds	287,200	200,437	70%
Fuel	116,000	90,082	78%
Apparatus	321,500	166,460	52%

Prevention Materials & supply	5,000	2,937	59%
Liability Insurance	169,000	169,194	100%
Utilities	389,000	289,103	74%
Repairs & Maintenance	25,400	27,202	107%
Firefighting Equipment	432,400	215,466	50%
Kitchen & Janitorial Supplies	38,000	26,478	70%
Grant Expenses	-	129,272	
SCBA Equip	23,200	11,253	49%
Small Tools & Minor Equipment	5,000	2,030	41%
Hazmat Disposal & Permits	12,000	10,003	83%
Emergency Incident expense	30,000	42,192	141%
Communication	116,300	69,992	60%

<b>Total Operations Expenses</b>	<b>2,190,000</b>	<b>1,654,684</b>	<b>76%</b>
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**General & Administration Expenses**

County Admin Costs	290,000	112,970	39%
Computers Materials & Service	101,000	76,161	75%
Professional Services	141,100	126,712	90%
Legal Services	148,000	89,881	61%
Professional Development	80,000	42,600	53%
Formal Education	20,000	3,090	15%
Physicals & Wellness Program	115,000	16,906	15%
Memberships & Subscriptions	73,000	87,576	120%
Meetings & Special Events	10,000	7,398	74%
Training Materials	26,500	19,493	74%
Office Expense	64,800	28,029	43%
LAFCO	11,080	11,080	100%
Admin Fees	16,000	4,532	28%
Advertising & Legal Notices	5,000	5,368	107%
Recruitment/Backgrounds	5,000	5,765	115%
Board Election	95,000	-	0%

<b>Total General &amp; Admin Expenses</b>	<b>1,201,480</b>	<b>637,561</b>	<b>53%</b>
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<b>TOTAL EXPENSE FROM OPERATIONS</b>	<b>22,422,068</b>	<b>17,751,269</b>	<b>79%</b>
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<b>NET REVENUE / (EXPENSE) BEFORE CAPITAL</b>	<b>(\$1,360,481)</b>	<b>(\$3,557,262)</b>	
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**Capital**

Capital - Facilities	381,000	187,488	49%
Capital - Apparatus	120,000	489,808	408%
Capital - Equipment	80,000	47,842	60%

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<b>Total Capital</b>	<b>581,000</b>	<b>725,138</b>	
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**FY 25 Final Budget****FY 25 Actuals YTD  
3/31/2025****YTD****FIRE MITIGATION FUND****REVENUE**

Mitigation Fees	850,000	332,229	39%
Interest Income	22,000	33,469	152%

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<b>Total Mitigation</b>	<b>872,000</b>	<b>365,698</b>	
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**LAW OFFICES**

**NORTON MOORE & ADAMS**

**A LIMITED LIABILITY PARTNERSHIP**

**501 West Broadway, SUITE 800**

**SAN DIEGO, CALIFORNIA 92101**

**TELEPHONE**

**(619) 233-8200**

**TELECOPIER**

**(619) 231-7595**

**ANN Y. MOORE**

**VIA EMAIL ONLY**

President James Ashcraft  
Rancho Santa Fe Fire Protection District  
18027 Calle Ambiente, Suite 101  
Rancho Santa Fe, CA 92067  
montagne@rsf-fire.org

**RE:** Harmony Grove Village South response to a letter dated Feb. 27, 2025, from the Elfin Forest/Harmony Grove Town Council

Dear President Ashcraft,

This firm represents RCS-Harmony Partners, LLC ("RCS"), the developer of a master-planned community commonly known as the "Harmony Grove Village South Project" (Project or HGVS) located in the County of San Diego (County). This letter is written in response to correspondence the Rancho Santa Fe Fire Protection District (Fire District) received from the Elfin Forest/Harmony Grove Town Council (Town Council) dated Feb. 27, 2025, that urges the Fire District to interfere with the County's processing of our Project. Specifically, the Town Council requests that the Fire District recommend that the County deny the Project and reopen the associated Fire Protection Plan (FPP).

**BACKGROUND**

The County initially approved the Project on July 25, 2018, and certified the associated Environmental Impact Report ("EIR"). The Project included a General Plan Amendment, Zone Reclassification (Rezone), Vesting Tentative Map/Site Plan, and a Major Use Permit (Entitlements). An FPP was prepared in accordance with the County's *Guidelines for Determining Significance and Report Format and Content Requirements for Wildland Fire and Fire Protection* (County Guidelines) and was attached as part of the EIR as Appendix L (Dudek, 2018). A Wildland Fire Evacuation Plan (Evacuation Plan) commissioned by the Fire District was also prepared for the Project's EIR. Shortly thereafter, on August 24, 2018, the Town Council filed a Petition for Writ of Mandate and Complaint for Declaratory and Injunctive Relief, challenging the approval of the Project and the related EIR ("Petition").

After several years of litigation, the California Court of Appeal, Fourth Appellate District, Division One (Appellate Court) found that the Project’s EIR complied with the California Environmental Quality Act (CEQA) except for only one issue related to its Green House Gas (GHG) mitigation measure. The Project was also determined to be consistent with the County’s General Plan except for providing an affordable housing component. (*Elfin Forest Harmony Grove Town Council et al. v. County of San Diego and RCS*, 37-2018-00042927, Court of Appeal, Fourth Appellate District (Division One), filed October 14, 2021. [Appellate Decision])

RCS has corrected the GHG mitigation measure and added an affordable housing component to the Project to comply with the Appellate Decision. RCS is now requesting that the County reconsider the approval of the Project and recertify the Project’s EIR as amended. Because the Project has not changed and is within the scope of the previously certified EIR, only the portion of the EIR that pertains to the GHG mitigation measure was amended and recirculated for public review. (Adding an affordable housing component to the Project has not changed the physical aspects of the Project; ten percent (10%) of the total units will be required to be affordable housing. The affordable housing fix is unrelated to the environment and would not require any change to the Project or EIR.) Town Council has had many opportunities to comment on the changes made to the GHG mitigation measure during this process and has provided comments on other topics as well, even if not relevant.

### **Res Judicata**

The principle that a party cannot revisit issues that have been decided through litigation is often referred to as “res judicata,” a Latin term meaning “a matter judged.” The doctrine of res judicata bars relitigating a cause of action previously adjudicated in another proceeding between the same parties or parties in privity with them. Res judicata applies if the decision in the prior proceeding is final, on the merits, and the present challenge is on the same cause of action as the previous proceeding. Finally, res judicata bars the litigation of issues that were litigated or could have been litigated. (*Citizens for Open Government v. City of Lodi* (2012) 205 Cal.App.4th 296, 324-325; see also *Planning & Conservation League v. Castaic Lake Water Agency* (2009)180 Cal.App.4th 210, 229.)

Res judicata is applied even if an agency rescinds approval of the project and decertifies the entire EIR. The decertification of the entire EIR does not alter the fact that the EIR was litigated, and all issues were resolved. (*Citizens for Open Government v. City of Lodi* [2012] 205 Cal.App.4th at 302 [the court applied res judicata even though the city rescinded approval of the project and decertified the prior EIR.]) (See also *Ione Valley Land, Air, Water Defense Alliance v. County of Amador* [2019] 33 Cal. App.5th 165, 172. [Whether the EIR has been decertified does not alter the fact that the sufficiency of a component of the EIR has been litigated and resolved.]).

The Town Council contends that res judicata applies only to litigation, not the CEQA process. However, the courts have consistently determined otherwise. In *Ione Valley*, even though the trial court ordered the agency to vacate certification of the EIR and approval of the Project, the agency was correct in recirculating only the traffic section of the EIR, which was the only flaw the trial court had found in the EIR. The court reasons that res judicata barred all objections to the partially recirculated EIR except those concerning traffic impacts. The other issues raised by opponents had already been litigated and resolved or could have been litigated and resolved in connection with the first petition. (*Ione Valley Land, Air, Water Defense Alliance v. County of Amador* (2019) 33 Cal. App.5th *supra* at 171-173.) In other words, recirculating only those flawed portions of the EIR was appropriate because only those sections could be subsequently revisited. Res judicata allows a project applicant to “fix” the associated EIR without starting all over again, as the Town Council incorrectly advocates.

Res judicata is founded on the principle that providing a party with an opportunity to litigate a claim is fair and appropriate. However, once a court decides on that claim, the matter is settled and further attempts to litigate that claim are prohibited. Allowing such claims to be relitigated would impose significant burdens on parties and the courts, could lead to inconsistent rulings or judgments that create confusion and inefficiency, and would be unfair to the party that has already obtained a final ruling in its favor.

Even if there has been a change in conditions or facts since the original lawsuit, the change must be considered “material” to avoid the application of res judicata. To do otherwise would subject the Applicant to needless and frivolous legal challenges on issues that were fully litigated the first time. Moreover, a change in law does not mean that a previously resolved matter should be reopened. Even if a second lawsuit is based on a legal theory that was unavailable at the time of the initial suit, it does not mean res judicata no longer applies. (See *Slater v. Blackwood*, (1975) 15 Cal. 3d 791, 795 [holding that a prior judgment for the defendant based upon statutory negligence barred a second action against the defendant for the same personal injuries even though based on a different legal theory of ordinary negligence]).

**Town Council’s Contentions**

Town Council attempts to circumvent res judicata by asserting that a new FPP must be prepared for the Project because the County recently updated its “*Guidelines for Determining Significance and Report Format and Content Requirements for Wildland Fire and Fire Protection*” (Updated FPP Guidelines) referred to as the “2024 Fire Protection Plan Guidelines” in the Town Council’s letter. The Updated FPP Guidelines assist the County and Fire staff evaluate a project’s significant effects under CEQA. The guidelines make clear that they are not considered binding on any decision-maker and are not a substitute for independent judgment in determining significance or evaluating evidence in the record. It should be further noted that the Updated FPP Guidelines do not require retroactive application. (Updated FPP Guidelines, page 4.) CEQA gives lead agencies the discretion to develop their own significance thresholds, which can be adopted for general use or on a case-by-case basis.

In any event, the Project’s FPP complies with the Updated FPP Guidelines, despite the Town Council’s misleading statements otherwise. The following information corrects some of the more relevant misleading statements made by the Town Council in that regard:

- Consultation. HGVS consulted with the Fire District, obtained approval of its FPP from them, and complied with their recommended mitigation measures.
- Findings of fact: The FPP included written findings that it had complied with all of the mitigation recommendations made by the Fire District, minimized fire hazards, and concluded that the Project would not significantly impact fire hazards. The Project’s FPP was approved with the dead-end road length modification, including detailed findings explaining the reason for such approval.
- Emergency vehicle access. The Project demonstrated that it would have adequate roadway capacity available to accommodate emergency vehicle access and evacuation of residents out of the community.
- Single Route of Access. HGVS includes three access points with Country Club Drive, a short distance (from 0.1 to 0.25 miles) to Harmony Grove Road. The Project’s FPP was found to have sufficient access and other accepted means for fire protection, which the County’s fire experts found did not lessen fire safety nor put lives at unacceptable risk.



- Adequate fire-flow water supply. The water distribution system is designed to yield water pressure for fire flow that exceeds Fire Code requirements by 100 percent.
- “Best Practices”-limiting lots. Town Council references the Updated FPP Guidelines “best practice” of other jurisdictions regarding limiting the number of lots that can be located from a single access point. Besides not being adopted in the County, it is not applicable in all situations. It is common for fire jurisdictions to have varying approaches to fire codes, with access being one of those. Access requirements are specific to the environment within each jurisdiction based on factors unique to each jurisdiction. In other words, one size does not fit all, and the County determined that applying the best practice did not fit the County’s environment.

Next, the Town Council incorrectly contends that the Fire District can disregard the principles of res judicata and insert itself in the County’s approval process by conflating County Code Section 81.306 with Section 4903.1.1 of the Consolidated Fire Code (CFC). The first provision, Section 81.306, requires that the Planning Commission obtain the recommendation of the local fire official on a subdivision map’s compliance with fire-safe regulations (e.g., fire hydrants, connections to be installed, fire control measures) prior to its approval. Whereas, under Sec. 4903.1.1, the County or a fire district can require that an applicant submit an FPP as part of its application for approval of a parcel or subdivision map.

However, HGVS has not submitted a new application for its subdivision map. As stated above, RCS will request that the County reconsider the approval of the Entitlements and recertify the previously litigated EIR as amended to comply with the Appellate Decision. Because the Project has not changed and is within the scope of the previously certified EIR, only those portions of the EIR that pertain to the GHG mitigation measure will have to be amended and recirculated for public review before consideration by the Board of Supervisors.

Additionally, an FPP was previously submitted by HGVS as part of its original application, which was reviewed and accepted by the Fire District, approved by the County, and upheld by the Appellate Court. The Appellate Court explicitly found the Project’s FPP compliant with CEQA, stating that the FPP:

***“contains a CEQA-compliant discussion of the potential wildland fire risks or exacerbation caused by the Project and the fire risks in the Project’s vicinity, and that substantial evidence supports its conclusion that the Project measures would reduce them to a level of insignificance.”*** [emphasis added] (Appellate Decision, page 40)

The Appellate Court also found the Project’s Evacuation Plan consistent with CEQA by stating that:

***“We conclude the EIR’s discussion of evacuation routes and timing satisfies CEQA requirements.”*** [emphasis added] (Appellate Decision, page 51)

The Town Council is raising the same issue they unsuccessfully litigated in their original lawsuit, alleging that the FPP was flawed. (Petition, page 2.) However, the Appellate Court concluded that the Project’s FPP satisfied CEQA concerning fire safety issues and that the conclusions of CAL FIRE and the County’s team of six (6) fire prevention officials who supported the Project were entitled to deference.

Once again, the Town Council is attempting to use their hired expert to contradict the County's and Fire District's conclusions as the basis to reopen the Project's FPP. This time, the Town Council is referring to the opinion of Thomas J. Cova, a Geography Professor at the University of Utah, as the basis for its contention that the Project's FPP is unacceptable. Even though the Town Council has introduced a new "expert," it does not render the Project's FPP or Excavation Plan inadequate. The Appellate Court states: "As we have pointed out, it is well established that "[disagreement] among experts does not make an EIR inadequate." (Appellate Decision, page 55)

The Town Council also relies heavily on the Attorney General's "Best Practices for Analyzing and Mitigating Wildfire Impacts of Development Projects" (AG Guidelines). However, the AG Guidelines were created for jurisdictions that do not have comprehensive requirements for fire code compliance and site-specific evaluations, which would be documented in an FPP. The AG's best practices are meant to be "**guidance**" designed to help lead agencies to comply with CEQA when considering projects in wildfire-prone areas. However, the County has been far ahead of the curve regarding these requirements for almost two decades. The County's locally relevant policies and guidelines provide the best practices for evaluating and mitigating wildfire exposure and risk as applicable in the context of this Project.

The Town Council is merely attempting to relitigate the same issues they unsuccessfully raised in the previous lawsuit by using the AG Guidelines as a pretext for doing so. This would allow the same parties in the settled case to reassert the same CEQA issues about the same project involving the same EIR based solely on a "guidance document."

Finally, the Town Council falsely states that nothing in the record substantiates that the alternative measures incorporated into the Project would exceed the level of safety achieved by complying with dead-end road requirements. This completely ignores the Appellate Court's opposite conclusion. The Appellate Court specifically held:

"We conclude ...that **substantial evidence supports** its [EIR] **conclusion that the Project measures would reduce them to a level of insignificance**...Appellate Decision, page 40). 'The Project is providing code-exceeding measures . . . through a layered and redundant fire protection and evacuation system that would result in a highly defensible community, offer a means of equivalent egress, and provide contingency planning if evacuation from the site is considered unsafe.' [emphasis added] (Appellate Decision, page 41.)

The Appellate Court goes on to state:

"The EIR stated that the "**layered and redundant fire protection and evacuation system... provides [s] a system of fire safety above and beyond the code requirements.**" It characterized the measures as "an alternative approach" that supported a finding by the Rancho Santa Fe Fire Protection District that the "intent of the code has been met and [the Project] does not lessen health, life, and fire safety requirements." ... Both the San Diego County Fire Authority and the Rancho Santa Fe Fire Protection District accepted the fire plan." [emphasis added] (Appellate Decision, page 43.)

Once again, the Town Council is second-guessing the conclusions reached by the County's and Fire District's experts that the Appellate Court has clearly stated are entitled to deference. The approval of the modification request was based on an extensive assessment by two separate fire agency experts and a

comprehensive evaluation was included in the FPP and Evacuation Plan that included third-party review and concurrence. The necessary findings in the FPP described in great detail how the intent of the code was met and that the mitigating measures (PDFs) would exceed the level of safety provided by the original requirement (dead-end road length).

In conclusion, the Town Council's unfounded contention that the Fire District' would have exposure to liability for not reopening issues that the courts have settled after years of litigation belies the real problem that it wants to relitigate issues that have already been resolved.

Very truly yours,  
NORTON MOORE & ADAMS



Ann Y. Moore

cc: tanner@rsf-fire.org  
hillgren@rsf-fire.org  
stine@rsf-fire.org  
Montagne@rsf-fire.org  
McQuead@rsf-fire.org  
[steve@fitchlawfirm.com](mailto:steve@fitchlawfirm.com)

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# STAFF REPORT

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No. 25-04

TO: BOARD OF DIRECTORS  
FROM: DAVE MCQUEAD, FIRE CHIEF  
SUBJECT: ACCEPTANCE OF DONATION  
DATE: APRIL 16, 2025

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## RECOMMENDATION:

Staff recommends accepting the grant amount of \$4,966.80 from the Rancho Santa Fe Fire District Foundation (RSFFDF, 501.c3) to purchase sixty (60) new Streamlight 8830 PolyTac flashlights for the Rancho Santa Fe Fire suppression personnel. Pursuant to the Health and Safety Code 13898, the Board of Directors must consider the acceptance of donated funds or items with a value greater than \$500.00.

## CURRENT SITUATION:

Project Description	Qty.	Funding Source.	Project not to exceed.
Streamlight 8830 PolyTac 90 Degree 170 Lumens	60	RSF Fire District Foundation (501.c3)	\$5,000.00

## BACKGROUND:

Considering the Los Angeles Fires in January 2025, RSF Fire personnel were asked to identify safety items that would enhance their ability to do their job in a more operative and efficient way to increase safety. This project was proposed to the Leadership team and to the RSFFDF by Fire Captain Nathan Fritchle. The Crosby Women's Golf Club held an event on February 19, 2025, and presented a very generous check for \$5,000.00 to the Rancho Santa Fe Firefighters. Their timely donation was allocated to complete this project. The Fire District is very grateful for the amazing support by both the Crosby Women's Golf Club and the Rancho Santa Fe Fire District Foundation.



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# STAFF REPORT

No. 25-05

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TO: BOARD OF DIRECTORS  
FROM: DAVE MCQUEAD, FIRE CHIEF  
SUBJECT: ACCEPTANCE OF DONATION  
DATE: APRIL 16, 2025

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## RECOMMENDATION:

Staff recommends accepting the grant amount of \$ 187,739.50 from the Rancho Santa Fe Fire District Foundation (RSFFDF, 501.C3) to cover fifty percent (50%) of the new roof and solar/battery installation at Rancho Santa Fe Fire Station 6 (20223 Elfin Forest Road, Escondido, CA 92029). Pursuant to the Health and Safety Code 13898, the Board of Directors must consider the acceptance of donated funds or items with a value greater than \$500.00.

## CURRENT SITUATION:

Project Description	Qty.	Contract Amount	RSFFDF (501.c3) 50 %	RSFFPD General Fund 50%
Replace Station 6 Roof	1	\$ 189,500.00	\$ 94,750.00	\$ 94,750.00
Installation of Solar/ Generator/ Batteries	1	\$ 185,979.00	\$ 92,989.50	\$ 92,989.50
<b>Total</b>		<b>\$ 375,479.00</b>	<b>\$ 187,739.50</b>	<b>\$ 187,739.50</b>

## BACKGROUND:

The Fire District identified RSF Fire Station 6 did not have a reliable backup power source if ever the fire station were to be impacted by a San Diego Gas and Electric Public Safety Power Shut-Off during a weather event or any loss of power from the power grid. The Fire District initially thought to install a diesel engine generator as a backup power source, however this requires Air Pollution Control District oversight and annual permit fees. The idea of the solar project was bought forward by Mr. Twohy (Treasurer for the RSFFDF) to Leadership. The Solar, panels, propane generator, and battery energy storage system now provides power for normal daily fire station operations, provides a backup power source and is more environmentally favorable. The roof replacement was required to enhance the structural support for the solar installation. This is another great project that continues to demonstrate the collaboration between the Fire District and the Rancho Santa Fe Fire District Foundation.

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# STAFF REPORT

NO. 25-06

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**TO:** BOARD OF DIRECTORS  
**FROM:** DAVE MCQUEAD, FIRE CHIEF  
**SUBJECT:** APPROVE FEES FOR FORCED WEED ABATEMENT  
**DATE:** APRIL 16, 2025

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## RECOMMENDATION:

Staff recommends the Board approve the itemized fees required for a total cost of **\$26,767.00** 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
267-030-30-00	\$25,973.00	\$794.00	\$26,767.00

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 June 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" (1<sup>st</sup> 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.

April 9, 2025

RTGL Investments LLC, Tech-Bilt INC  
3575 Kenyon St #200  
San Diego, CA 92110

Re: Forced Abatement of Fire Hazard in open space at Assessor Parcel Number (APN) 267-030-30-00

To Whom it May Concern:

San Diego County property records show that you are the owner of APN: 267-030-30-00 located at 0 Siete Leguas, Rancho Santa Fe, CA 92067, with a mailing address at 3575 Kenyon St #200, San Diego, CA 92110. The Rancho Santa Fe Fire Protection District notified you of a fire hazard on your property that required mitigation prior to February 15, 2025, due to bird nesting season constraints. Please reference the timeline below regarding the forced abatement process for APN: 267-030-30-00.

- 1) First notice mailed: May 10, 2024, Final Notice by Certified Mail: June 24, 2024.
- 2) First notice mailed: October 4, 2024, Final Notice by Certified Mail: October 30, 2024.
- 3) Correspondence with the County regarding the abatement in an open space area: December 11, 2024
- 4) Correspondence with the Dept. of Fish and Wildlife Service open space area: December 16, 2024
- 3) Property posted with legal notice to abate hazard on: January 21, 2025
- 4) The contractor's bid to abate hazards \$31,513.00: January 31, 2025
- 5) The property was abated on February 4<sup>th</sup>, 12<sup>th</sup>, and 15<sup>th</sup>, 2025
- 6) Notice to attend Board Meeting sent [April 10<sup>th</sup>, 2025](#)

Parcel Number	Contractor Abate Cost	District Admin. Fee	Total Cost
267-030-30-00	\$25,973.00	\$794.00	\$26,767.00

You may contact the fire district's Board Clerk to attend and contest the information provided at the Board of Directors meeting scheduled for April 16, 2024, 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) 756-6001

Sincerely,  
David McQuead  
Fire Chief



## Forced Weed Abatement and Payment Process (10.11.2023)

**START:** Annual Weed Abatement Mailer sent in MARCH.

### **FIRST NOTICE:**

The Fire District completes the weed abatement inspection. The property owner is notified to correct any issues not compliant with the weed abatement ordinance within **15 calendar days** of first notice date.

**FIRST CLASS MAIL to PROPERTY OWNER**

### **FINAL NOTICE:**

The Fire District confirms weed abatement issue(s) have not been corrected by the property owner within the 15-day period of the first notice. The property owner will now receive a final notice to correct any issues(s) within **10 calendar days** of the final notice date.

**CERTIFIED MAIL to PROPERTY OWNER.**

### **PROPERTY POSTED:**

The Fire District confirms the weed abatement issue(s) have not been corrected by the property owner within the 10-day period of the final notice. The property owner will now receive a posted sign at a conspicuous location on the property notifying the property owner to correct any issues(s) within **10 calendar days** from the date the property was posted to avoid a force abatement.

During the same posting period, The Fire District will request a bid from the RSFFPD 3<sup>rd</sup> party weed abatement contractor for the proposed work required to meet compliance with the current weed abatement ordinance.

### **FORCED ABATEMENT:**

The Fire Chief or their designee will review the bid and can authorize the work. Once authorized, the 3<sup>rd</sup> party weed abatement contractor will schedule and complete the work within a reasonable time frame. Properties Owners may appeal. Force Abatement are subject to an Administrative Warrant to complete work.

**FINISHED**

### **DISTRICT STAFF REPORT – CoSD Tax Assessor:**

District Staff will provide a staff report for Board approval. The report will reflect force abated properties that have not paid the Fire District invoice within the 30 days (See Below) to be sent to the CoSD Tax Assessor before the annual August deadline. The staff report will be publicly posted 3 days prior to the hearing.

### **FIRE DISTRICT INVOICE PROPERTY OWNER:**

The Fire District will attempt to gain payment by the property owner.

Invoice created by Finance Specialist.

Invoice payment within 30-day.

- Cover Letter.
- Timeline provided.
- Contractor Cost.
- District Administration Fee.
- Legal Fees.

### **DISTRICT STAFF REPORT – COST APPROVAL:**

District Staff will provide a written itemized cost report for board approval. The itemized report will be publicly posted 3 days prior to the hearing and mailed to the last known property owner listed on CoSD Assessor's Office.

Staff Report to include.

- Timeline provided.
- Contractor Cost.
- District Administration Fee.
- Legal Fees.

### **CONTRACTOR INVOICE FIRE DISTRICT:**

The contractor will invoice the Fire District for work approved, completed, and accepted by the Fire District.

The Fire District will pay the contractor. Payment by Finance Technician.

### **WORK ACCEPTANCE:**

The Fire District must do a final site visit and accept the authorized work completed by the contractor prior to invoice/payment.

Any "Change Order" for +/- work must be signed by the Fire Chief or their designee prior to acceptance of the work to be completed or eliminated.

## Forced Weed Abatement and Payment Process (10.11.2023)

Each APN File should have the following documentation.

1. Copy of First Notice (dated)
2. Copy of Final Notice (dated)
3. Any returned mail
4. Notice to Abate Hazard - Property Posted (dated)
5. Photos
6. Was an Abatement Warrant issued for entry to property?
7. Weed Abatement Contractor Original Bid – If approved, it must be signed to authorize.
8. Weed Abatement Contractor Change Orders? – If approved, it must be signed to authorize.
9. Weed Abatement Contractor final invoice – authorized original bid and any authorized change orders.
10. Copy of Staff Report – Approve Fee for Forced Weed Abatement – Bod Agenda (Posted 3 Day Public)
  - a. Verify correct APN.
  - b. Weed Abatement Contractor cost \$
  - c. District Administration Fees \$
  - d. Legal Fees \$
  - e. Copy of Cover Letter sent to property owner.
  - f. Copy of Weed Abatement Contractor Final Invoice.
11. Copy of Cover Letter to be mailed to last know property owner of the abated parcel.
12. If the Staff Report is approved by the Board – Finance to generate invoice.
13. Copy of Invoice and Cover Letter is mailed to last known property owner of the abated parcel.  
Invoice payment 30 days from date of invoice. No payment will result in Special Assessment for Weed Abatement as a property tax lien.
14. Either copy of payment by property owner or copy of Approved Special Assessment of Weed Abatement List to the CoSD as a property tax lien.

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# STAFF REPORT

NO. 25-07

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**TO:** BOARD OF DIRECTORS  
**FROM:** DAVE MCQUEAD, FIRE CHIEF  
**SUBJECT:** BELL OF DISTINCTION NOMINATION  
**DATE:** APRIL 16, 2025



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**NOMINEE:** **Randall Malin**

**NOMINATED BY:** **District Staff**

## **RECOMMENDATION:**

The Bell of Distinction Committee recommends the approval of Randall Malin to be an honoree placed on the Bell of Distinction. Mr. Malin's many accomplishments, strong leadership, and efforts made a resounding positive impact to our Fire District. A respected voice at the table, he exemplified integrity, courage, and a deep sense of duty and pride. His contributions will continue to inspire future leaders and leave a lasting impact on the organization.

## **BACKGROUND:**

It is with great respect and enthusiasm that we nominate Mr. Randall Malin for lasting service on the Board of Directors of the Rancho Santa Fe Fire Protection District. A dedicated member of the Rancho Santa Fe community, Mr. Malin has brought over two decades of leadership, financial expertise, and public service to the district.

A native of Swarthmore, Pennsylvania, Mr. Malin earned both his BA in Economics and his MBA in Finance and Accounting from Dartmouth College. His distinguished 31-year career in the airline industry included senior leadership roles at American Airlines and USAir, culminating in his positions as Executive Vice President of Marketing and Vice Chairman of the Board at USAir. Following his corporate career, he served as CEO of a Silicon Valley startup and worked internationally as an air transportation consultant.

Mr. Malin was first elected to the Board in 2004, where he has served with distinction for 20 years. As a director, he has been the Board's leading voice on financial matters, leveraging his extensive background in finance and executive leadership to guide the district's budgeting, capital expenditure planning, long-range financial strategies, and labor negotiations. His work has been instrumental in maintaining the district's fiscal health and ensuring that it continues to deliver outstanding fire protection and emergency services to the community. Mr. Malin's commitment to public service extends beyond the Board.

For more than 20 years he has been a dedicated volunteer tax preparer for AARP, assisting senior citizens and low- to moderate-income residents. He has also enriched the community through education, teaching classical music appreciation and leading current events seminars at the Rancho Santa Fe and Solana Beach senior centers.

Mr. Malin's deep financial acumen, tireless community involvement, and unwavering dedication to public service make him an outstanding nominee for the Bell of Distinction Award. His service was marked by resilience, compassion, and an unyielding commitment to the well-being of the community. His proactive approach and clear-headed decision-making helped the organization navigate incredibly challenging chapters with grace and efficiency. Mr. Malin consistently championed transparency, strategic planning, and community engagement. His legacy includes fostering stronger partnerships, enhancing organizational resilience, and elevating the board's mission through a values-driven approach. We have been fortunate to have his leadership, and we strongly support his continued service to our community.

#### Historic Accomplishments:

- Instrumental in the passing of 20+ Ordinances and over 300 Resolutions during his tenure
- Served on the Financial Committee and ensured the district had a sound long range financial plan
- Supported reorganization with Elfin Forest/Harmony Grove, formerly CSA 107
- Served as Agency Negotiator during countless Labor Contract Negotiations
- Involved in the approval and building of Fire Station 4 and Fire Station 5
- Provided a proactive approach during the devastating Witch Creek Fire
- Remained a source of steady guidance during the Covid-19 pandemic

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# STAFF REPORT

NO. 25-08

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**TO:** BOARD OF DIRECTORS  
**FROM:** DAVE MCQUEAD, FIRE CHIEF  
**SUBJECT:** BELL OF DISTINCTION NOMINATION  
**DATE:** APRIL 16, 2025



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**NOMINEE:** Karlena Rannals

**NOMINATED BY:** District Staff

**RECOMMENDATION:**

The Bell of Distinction Committee recommends the approval of Karlena Rannals to be an honoree placed on the Bell of Distinction. Retired Fire Administrative Manager Karlena Rannals' many accomplishments, strong leadership, and efforts made a resounding positive impact to our Fire District and the way we continue to provide services to the community.

**BACKGROUND:**

We are pleased to nominate Karlena for her outstanding contributions as an Administrative Professional for over 30 years. With extensive expertise in administration, finance, HR, and public governance, Karlena excelled in budgeting, accounting, training, benefits coordination, procurement, IT support, and providing confidential support to elected officials. From 1983 to 2021, Karlena served with dedication as the District's Board Clerk and supported North County Dispatch from 1984 through 2014. Throughout her career, Karlena has demonstrated professionalism, reliability, and a strong loyalty to public service excellence.

Beginning in 1982 as the sole administrative staff member, Karlena demonstrated unmatched determination and initiative, self-teaching her role amidst challenging circumstances. Throughout decades of service, she was instrumental in modernizing the district's administrative operations—from manual payroll and ledgers to robust accounting systems—and helping expand the administrative team in step with the district's significant growth. Her leadership contributed to the successful execution of major reorganizations and annexations, the expansion from two to six fire stations, and the management of key projects including developer reimbursement contracts and the acquisition of the district's administrative building.

Throughout her career, Karlena provided steadfast support to seven fire chiefs and worked closely with 15 board members, always striving to make those around her successful. She earned deep respect and recognition from both leadership and peers, serving as a pillar of

continuity and excellence during times of change and growth. Karlena's unwavering dedication, institutional knowledge, and embodiment of the district's core values have left a lasting legacy.

Historic Accomplishments:

- Was selected Member of the Year in 2003 by the California Fire Chiefs Association Administrative Fire Services Section
- Was awarded the California Division Lifetime Achievement Award in 2015 by the International Association of Administrative Professionals
- Received the Outstanding Lifetime Achievement Award in 2018 and 2020 Volunteer of the Year Award by the San Clemente Chamber of Commerce
- Was awarded Philanthropist of the Year in 2023 by the International Association of Administrative Professionals Foundation
- Supported district annexation in 1984-1986 of Rancho Cielo & 4S Ranch. Managed the developer reimbursement contracts for nearly 30 years
- Supported reorganization with the City of Encinitas
- Supported reorganization with Del Dios, formerly CSA-69
- Supported reorganization with Elfin Forest/Harmony Grove, formerly CSA 107

During her tenure with the district, Karlena also represented the Fire District as:

- President, San Diego County Fire Chiefs Association Administrative Section
- Treasurer, California Fire Chiefs Association Administrative Fire Services Section
- Director, International Association of Administrative Professionals Foundation
- Director/Board Chair, Trauma Intervention Program of San Diego County
- Director/International President, International Association of Administrative Professionals Board of Directors
- Director/President, International Association of Administrative Professionals California Board of Directors