



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

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

February 20, 2019
1:00 pm PT
Regular Meeting

SPECIAL AGENDA (10:00 am – 12:00 pm)

HARASSMENT TRAINING (Workshop) – The Fire District will conduct the mandatory two (2) hours harassment training for the Board of Directors and senior management staff. Stephen J. Fitch, Fitch & Associates, will conduct the training. No action will be taken and members of the public are welcome to attend.

RULES FOR ADDRESSING BOARD OF DIRECTORS

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

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

REGULAR AGENDA 1:00 pm

NOTE: Meeting will convene at 1pm at 18040 Calle Ambiente, Rancho Santa Fe for the Pledge of Allegiance, Roll Call and Special Presentations.

Pledge of Allegiance

1. Roll Call
2. Special Presentations
 - a. Badge Presentations
Presentation of Fire District Badges by Fire Chief Cox will be presented to:
Promotion
 - Dave McQuead, Deputy Chief (*October 1, 2018*)
 - Brian Slattery, Battalion Chief (*May 1, 2018*)
 - Bruce Sherwood, Battalion Chief (*January 16, 2019*)
 - Nathan Sanford, Captain (*May 16, 2018*)
 - Paul Roman, Captain (*January 16, 2019*)
 - Stephen Sepich, Engineer (*May 16, 2018*)
 - Scott Schieber, Engineer (*January 16, 2019*)

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

Off Probation

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

3. Closed Session

a. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:
CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: El Fuego

Agency Negotiator: To be determined

Negotiating Parties: North County Dispatch Joint Powers Authority

Under Negotiation: Instruction to negotiator concerning price and term

b. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:
CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: El Fuego

Agency Negotiator: To be determined

Negotiating Parties: Rancho Santa Fe Association

Under Negotiation: Instruction to negotiator concerning price and term

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

5. Public Comment

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

6. Consent Calendar

a. Board of Directors Minutes

- Board of Directors minutes of January 16, 2019
- Board of Directors minutes of January 31, 2019

ACTION REQUESTED: **Approve**

b. Receive and File

- Monthly/Quarterly Reports

(1) List of Demands Check 30966 thru 31065, Electronic File Transfers (EFT), and Wire Transfer(s) for the period January 1 – 30, 2019 totaling:	\$ 273,636.52
Wire Transfer(s) period January 1 – 31, 2019	\$ 216,967.05
Payroll for the period January 1 – 31, 2019	\$ <u>671,948.22</u>
TOTAL DISTRIBUTION	\$1,162,551.79

- (2) Investment Review – December 31, 2018
- (3) Cash Statement – December 31, 2018
- (4) Budget Review – July 1 – December 31, 2018
- (5) Activity Reports – January 2019
 - (a) Operations
 - (b) Training
 - (c) Fire Prevention
 - (d) Correspondence - letters/cards were received from the following members of the public:
 - (i) None

ACTION REQUESTED: [Information](#)

7. Old Business

- a. None

8. New Business

a. Amendment No. 5 to Building Lease Agreement

To discuss and/or approve the fifth amendment to Lease between Rancho Santa Fe Fire Protection District and Verizon Wireless. , and authorize the President to execute the agreement. [Staff Report 19-03](#)

ACTION REQUESTED: [Approve and authorize the President to execute the agreement](#)

b. North Mutual Threat Zone Agreement

To discuss and/or approve the North Mutual Threat Zone Agreement between City of San Diego Fire-Rescue Department, Escondido Fire Department, Poway Fire Department California Department of Forestry and Fire Protection (Cal Fire-San Diego Unit, and Rancho Santa Fe Fire Protection District. [Staff Report 19-04](#)

ACTION REQUESTED: [Approve and authorize the Fire Chief to execute the agreement](#)

c. Board of Directors Meeting Calendar

To discuss and confirm the regular meeting date for March and April 2019

ACTION REQUESTED: [Confirm dates and/or modify board meeting schedule, if necessary](#)

9. Resolution/Ordinance

a. Ordinance No. 2019-01

To introduce Ordinance No. 2019-01 *entitled* an Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and repealing Ordinance 2013-01. [Staff Report 19-05](#)

ACTION REQUESTED: [Board and public comments and to schedule a second reading and/or public hearing and final adoption](#)

10. Oral Report

a. Fire Chief – Cox

- i. District Activities

b. Operations – Deputy Chief

c. Volunteer – Division Chief

d. Training – Battalion Chief

e. Fire Prevention – Fire Marshal

f. Administrative/Human Resource Manager

g. Administrative Manager

- i. Form 700

- ii. Recognition Dinner – April 13, 2019

d. Board of Directors

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

11. Adjournment

The next regular meeting Board of Directors meeting to be March 20, 2019 in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting Agenda
Wednesday, February 20, 2019 1:00 pm PT

SPECIAL AGENDA (10:00 am – 12:00 pm)

HARASSMENT TRAINING (Workshop) – The Fire District will conduct the mandatory two (2) hours ethics training for the Board of Directors and senior management staff. Stephen J. Fitch, Fitch & Associates, will conduct the training. No action will be taken and members of the public are welcome to attend.

CERTIFICATION OF POSTING

I certify that on February 14, 2019 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on February 14, 2019



Karlana Rannals
Board Clerk



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Regular Board of Directors Meeting
Minutes – January 16, 2019

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

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

Pledge of Allegiance

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

1. Roll Call

Directors Present: Ashcraft, Malin, Tanner, Stine

Directors Absent: Hillgren

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

2. Special Presentation

a. Annual Fitness Profile – San Diego Sports Medicine

Chief Cox introduced Katie Rusk who presented a PowerPoint presentation on the wellness of district personnel. She included the history of the wellness program, named the regional program participants and gave comparisons to how district personnel compares to other organizations in the County. Overall, she congratulated the organization for its fitness level in cardiovascular, musculoskeletal injuries, cancer risk and behavioral health. She responded to questions from the Board.

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

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

4. Public Comment

No one requested to speak to the Board.

5. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted.

a. *Board of Directors Minutes*

i) Board of Directors minutes of December 12, 2018

b. Receive and File

i) *Monthly/Quarterly Reports*

1. List of Demands Check 30884 thru 30965, Electronic Fire Transfers (EFT), and ACH Transfer(s) for the period December 1 – 31, 2018 totaling: \$ 242,329.04
Wire Transfer(s) period December 1 – 31, 2018 \$1,249,013.40

Payroll for the period December 1 – 31, 2018 \$ 708,223.51
TOTAL DISTRIBUTION \$2,199,565.95

- 2. Activity Reports – December, 2018
 - a) Operations
 - b) Training
 - c) Fire Prevention
 - d) Correspondence – letters/cards were received from the following members of the public:
 - 1) None
- 3. Travel Reports
 - a) Ashcraft
 - b) Malin

6. Old Business

- a. None

7. Resolutions/Ordinances

- a. Resolution No. 2019-01

Chief Cox informed the board members that the SAFER grant for the Volunteer Recruitment & Retention Coordinator included a two percent (2%) increase. The resolution only modifies the hourly wage for this position.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and ADOPTED Resolution No. 2018-01 *entitled* A Resolution of the Rancho Santa Fe Fire Protection District Establishing Reimbursement, Salary and Benefits for Personnel as Volunteer Recruitment and Retention Coordinator on the following roll call vote:

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

- b. Resolution No. 2019-02

Chief Cox informed the board this resolution is necessary each time that there is a salary adjustment and is a CalPERS requirement.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, and ADOPTED Resolution No. 2018-01 *entitled* A Resolution of the Rancho Santa Fe Fire Protection District Adopting a Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5 on the following roll call vote:

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

8. New Business

a. Acceptance of Donation

Chief Cox summarized the staff report provided. He reported that staff recommends accepting a grant award for \$110,000 from the Rancho Santa Fe Fire District Foundation while maintaining a \$33,800 commitment in District matching funds. The grant is to reimburse the District's General fund for the recent replacement of the septic system at RSF6. He also noted that staff also recommends the approximate \$7,677 in excess funding be authorized for landscape/parking lot improvements for Fire Station 6. Staff responded to questions from the Board.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR TANNER, and ACCEPTED grant funds for \$110,000 from the Rancho Santa Fe Fire District Foundation on the following roll call vote:

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

Representatives from the Rancho Santa Fe Fire District Foundation, Mr. Tim Constanzo, Mrs. Nona Barker and Mr. Jim Depolo, President presented a check to President Jim Ashcraft and Fire Chief Fred Cox. President Ashcraft on behalf of the District conveyed the District's appreciation for the grant and support to the Fire District.

b. *Independent Auditor's Report FY 2017/2018*

Director Malin reported that the finance ad hoc committee (Directors' Malin and Tanner, Chief Cox and Karlana Rannals) met with Gary Caporicci, CPA from the Pun Group to review the draft audit report for FY18.

He reminded his board colleagues of the financial statements requirement (GASB 68), which reports the full pension liability. Although the board has taken action to make accelerated payments to reduce the District's pension obligation, it has slightly increased because of the poor investment performance of CalPERS and the reduction of the discount rate. In addition, the auditor reviewed the internal controls that staff has in place and perform various testing of accounts.

Director Malin informed the Board that the ad hoc committee was satisfied with the discussion in the meeting; the District received a clean report from the auditors and recommended that the Board accept the report as distributed. The ad hoc committee responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept the FY 2017/2018 independent audit prepared by The Pun Group as distributed.

9. Oral Report

a. Fire Chief – Cox

i) District Activities

1. RSF5 Construction: the district has received the final conditions letter from the County of San Diego, which must be met before the building permit will be issued. There are five conditions, of which two are significant. The first is filing an easement giving the County a 50-foot easement on

the property. Legal counsel is working on the easement language. He noted that to move the project forward, he would most likely request a special meeting. Another condition that must be met is the storm water runoff, which will add \$100,000 to \$200,000 to the cost. These two of the five conditions will significantly affect the cost of the project.

2. RSF6 Septic tank is complete and operating. Again, a special thanks to the RSF Fire District Foundation for the grant.
 3. He has been contact with the North County Dispatch JPA Administrator who is interested in renting additional space at the El Fuego location. Thru tenant improvements and a relocation of another tenant, this may be worth pursuing for long-term leases.
 4. Badge Presentation – reminder that the badge ceremony is scheduled for February 20.
 5. Fuel Abatement – CalFire has money in the County to increase their fire prevention efforts, specifically fuel abatement.
- b. Operations – Deputy Chief
Chief McQuead summarized the previous month’s activity and year’s statistics, noting the call load for 2018 was 3,745 an overall increase in calls of 4.62%.
- c. Elfin Forest Volunteer Division – Division Chief
VRRRC Twohy reported that ten volunteers on the roster are in medic school. The volunteers contributed 1,320 hours the previous month. They are in the middle of a volunteer recruit academy.
- d. Training – Battalion Chief
Chief Sherwood reported that there is 98 hours of scheduled training. The District completed an audit with a 100% success rate in compliance with all mandated training. Personnel also participated in training fir high angle rescue and active shooter training.
- e. Fire Prevention – Fire Marshal
FM Donner reported that the District would participate in Love Your Heart day on February 14. Staff is working on the annual weed abatement mailer, and the District added nearly 2.3 million square feet of new construction in the previous month.
- f. Administrative/Human Resource Manager – no report
- g. Administrative Manager
Harassment Training – she reminded the board that training will commence at 10 am. In addition, the regular meeting will start at RSF4 for the badge ceremony and reconvene in the boardroom at the conclusion.
- h. Board of Directors
- i) North County Dispatch JPA – Update: Ashcraft – no report. The next meeting is February 27, 2019.
 - ii) County Service Area – 17 – Update: Hillgren – no report.
 - iii) Comments
 1. Malin – gave former Governor Jerry Brown credit for signing legislation for pension reform.
 2. Stine – commented that since the County Board of Supervisors approved the Harmony Grove Village South project, there is a lot of misinformation on how the Fire District played a role in the process. He suggested an FAQ on the process.

10. Adjournment

Meeting adjourned at 3:25 pm.

Karlana Rannals
Secretary

James H Ashcraft
President



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES – January 31, 2019**

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

President Ashcraft called to order the special meeting of the Rancho Santa Fe Fire Protection District Board of Directors at 2:30 pm.

Pledge of Allegiance

Chief Michel led the assembly in the *Pledge of Allegiance*.

1. Roll Call

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

Directors Absent: None

Staff Present: Fred Cox, Fire Chief

2. Public Comment

No one requested to speak to the Board.

3. New Business

a. *Limited Building Zone Easement*

Chief Cox summarized the staff report provided. He reported that the District was requested to originally provide a 100 foot easement, which would have impacted the design and construction of the fire station. Through discussions with Planning and Development Services and the County Fire Authority, the easements was adjusted to 50 feet, noting any new construction would require enhanced fire resistive features. Legal counsel has been working with District staff and has concurred with the language in the easement. He responded to questions from the Board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the limited building zone easement and authorize the President to sign the easement.

4. Adjournment

Meeting adjourned at 2:39 pm.

Karlana Rannals
Secretary

James H Ashcraft
President

Check No.	Amount	Payee	Description
30966	435.00	A to Z Plumbing Inc	Building RSF3
30967	750.00	Accme Janitorial Service Inc	Building ADMIN
30968	103.44	Allstar Water Systems Inc	Building RSF6
30969	200.00	AT&T	Telephone RSF1
30970	167.12	AT&T	Telephone RSF
30971	1,372.00	C.A.P.F.	Disability Ins Short & Long
30972	1,073.04	Callback Staffing Solutions	Scheduling (Crewsense) Maintenance
30974	350.00	Cantrell, Chase	Education/Training Reimbursement
30975	300.00	Carranza, Kyle	Education/Training Reimbursement
30976	2,370.00	Cielo Village Partners LP	Cielo HOA Fees
30977	263.06	Cox Communications	Cable, Telephone RSF
30978	1,905.36	Direct Energy Business-Dallas	Elec/Gas/Propane RSF1
30979	115.81	Dish	Cable RSF6
30980	3,297.93	Engineered Mechanical Services Inc	Building RSF
30981	1,499.00	Garrett Electric Inc	RSF6 Bunkhouse - Design/Build-Sewer
30982	715.44	Henson's Fix Auto Escondido	Repair - ID 0261
30983	198.50	Jauregui & Culver Inc	Refuel Facility Repair
30984	860.57	Lincoln National Life Ins Co	Life Insurance/EAP
30987	68.87	Napa Auto Parts Inc	Apparatus: Parts & Supplies
30988	14,347.09	North County EVS Inc	Scheduled - ID 0311, Repair - ID 0811,0461,0312 Apparatus: Parts & Supplies
30989	25,000.00	Rancho Santa Fe Fire Protection Dist	Interfund Transfer
30990	70.00	RSF Mail Delivery Solutions	Mail Delivery Service
30991	960.17	SoCo Group Inc	Fuel: Gasoline & Diesel
30992	384.00	State of CA Dept of Justice	Background Investigation
30993	81.35	Steven Enterprises, Inc	Repair Machines & Office Equipment
30995	317.00	Terminix International	Building RSF
30996	53.80	U P S	Shipping Service
30997	3,400.00	U.S. HealthWorks	SAFER VRRRC-Entry Level Physicals
30998	1,788.11	Uniforms Plus	Uniforms: Safety Personnel, Safety: Boots
30999	2,109.90	Verizon Wireless	MDT Broadband + ATN Line, CSA-17 Contract, Cellular - Telephone
31000	21.00	AAA Live Scan	Background Investigation
31001	346.14	AT&T Calnet 2/3	Telephone RSF, Admin
31002	822.00	Barkhimer, Jake	Education/Training Reimbursement, CSA-17 Contract
31003	159.00	Canfield, Sean	Education/Training Reimbursement

Check No.	Amount	Payee	Description
31004	150.29	Complete Office of California Inc	Office Supplies
31005	3,210.26	County of SD/RCS	800 MHz Network Admin Fees, CAP Code Paging Svc-Monthly Service
31006	368.51	EDCO Waste & Recycling Inc	Trash RSF
31007	2,810.00	Fitch Law Firm Inc	Legal Services
31008	328.06	Flyers Energy, LLC	Fuel: Gasoline & Diesel
31009	254.00	IAFC Membership Department	Association Dues
31010	200.00	LaFleur, Richard	CSA-17 Contract
31011	93.11	Napa Auto Parts Inc	Apparatus: Parts & Supplies
31012	2,360.52	Olivenhain Municipal Water District	Water RSF
31013	190.09	Rincon Del Diablo Municipal Water Di	Water RSF5
31014	838.92	SDG&E	Elec/Gas/Propane RSF6
31015	2,554.15	SoCo Group Inc	Fuel: Gasoline & Diesel
31016	132.00	Terminix International	Building RSF
31017	544.99	Time Warner Cable	Telephone ADMIN
31018	16.45	U P S	Shipping Service
31019	13,248.71	U S Bank Corporate Payment System	Cal-Card./IMPAC program
31020	2,456.32	Waste Management Inc	Trash RSF, RSF Assn - Patrol, NCDJPA Rebill
31021	6,760.00	Erwin Willis DBA WinTech Computer Se	Consulting Services
31022	491.63	About Service Inc	Repair - ID 1781
31023	136.13	Airgas Inc	Safety: Breathing Air
31024	237.21	American Battery Corporation	Repair - ID 1281
31025	245.81	AT&T	Cable, Telephone RSF5
31026	2,001.11	AT&T Calnet 2/3	Telephone RSF
31027	82.81	Complete Office of California Inc	Office Supplies
31028	266.66	CoreLogic Information Solutions Inc	Computer - License/Software
31030	443.50	Engineered Mechanical Services Inc	Building RSF2
31031	905.14	Konica Minolta Business Inc	Copier Maintenance Contract
31032	396.00	Lincoln National Life Ins Co	Life Insurance/EAP
31033	68.96	Metro Fire & Safety Inc	Safety: Extinguishers (Service & Purchas
31034	847.81	North County EVS Inc	Repair - ID 1411
31035	10,012.93	Palomar College	SAFER VRRRC-Tuition Costs
31036	269.46	Pitney Bowes Inc	Equipment Rental
31037	730.00	Power Plus!	Elec/Gas/Propane RSF5
31038	70.00	RSF Mail Delivery Solutions	Mail Delivery Service
31039	200.00	Salameh, Brian	CSA-17 Contract

Check No.	Amount	Payee	Description
31040	3,910.00	Scott Davis	Programming - Computer & Software FP/PR
31041	10,947.72	SDG&E	Elec/Gas/Propane RSF, Admin
31042	1,809.27	SoCo Group Inc	Fuel: Gasoline & Diesel
31043	32.00	State of CA Dept of Justice	Background Investigation
31044	8,355.00	Streamline Automation Systems LLC	Computer - License/Software
31045	111.46	Time Warner Cable	Cable RSF, Admin
31046	494.18	TPx	Telephone ADMIN
31047	37.84	U P S	Shipping Service
31048	4,117.00	U.S. HealthWorks	Medical Services: Volunteers
31049	1,871.02	United Site Services	Sewer RSF
31050	856.85	Waste Management Inc	Trash RSF2
31051	60,189.71	Wayne C. Officer DBA Septic Solution	RSF6 Bunkhouse - Design/Build-Sewer
31052	431.95	Young, Scott	CSA-17 Contract, Education/Training Reimbursement
31053	3,330.18	California Health & Safety Inc	Fit Testing, SAFER VRRRC-Basic Firefighter Training
31054	5,850.00	CDCE Incorporated	MDC (Mobile Data computer Units)
31055	196.52	Complete Office of California Inc	Office Supplies
31056	183.07	Cox Communications	Cable, Telephone RSF2
31057	649.36	Emergency Vehicle Group, Inc.	Repair - ID 1611
31058	83.11	Flyers Energy, LLC	Fuel: Gasoline & Diesel
31059	4,634.00	Garrett Electric Inc	RSF6 Bunkhouse - Design/Build-Sewer
31060	4,610.63	Guardian Life Insurance Co	Medical Insurance, Med/Dental - Retiree-Former Employees
31061	409.09	Home Depot, Inc	Station Maint., Radio Batteries
31062	400.83	Metro Fire & Safety Inc	Safety: Extinguishers (Service & Purchas
31063	21,701.91	Motorola Solutions Inc	Radio Equipment Replacement
31064	1,427.42	SoCo Group Inc	Fuel: Gasoline & Diesel
31065	16.45	U P S	Shipping Service
EFT000000000467	375.00	Brandow, Nick	Education/Training Reimbursement
EFT000000000470	159.00	Benz, Curtis	Education/Training Reimbursement
EFT000000000471	607.50	Cooper, Correy	Education/Training Reimbursement
EFT000000000472	314.99	Rannals, Karlena	Meetings/Meal Expenses, Janitorial Supplies
EFT000000000473	800.00	RSFPFA	Training Equipment/Supplies Volunteer Di
MISC	14,897.22	Various	Medical Reimbursement
Subtotal	273,636.52		

Check No.	Amount	Payee	Description
ACH Transfer	146,629.27	CalPERS	DEC 2018 RET
ACH Transfer	638.93	CalPERS	DEC 2018 RETRO
ACH Transfer	1,000.00	CalPERS	FY18 RET FEES
ACH Transfer	68,698.85	CalPERS	FEB 2019 HEALTH
Subtotal	<u>216,967.05</u>		
1/15/2019	333,853.80	RSFFPD	Payroll
1/31/2019	338,094.42	RSFFPD	Payroll
Subtotal	<u>671,948.22</u>		
Total	<u><u>1,162,551.79</u></u>		

Rancho Santa Fe Fire Protection District
Investment Portfolio - Listing

Date	County of San Diego			Local Agency Investment Fund			Bank of America			CalTrust Investment		
	Average Daily Cash Balance	Interest Rate - %	Qtrly Earnings	Account Balance	Interest Rate - %	Qtrly Earnings	Account Balance	Interest Rate - %	Qtrly Earnings	Account Balance	Share Value	Qtrly Earnings
FY16												
9/30/2015	9,116,014	0.1207499	11,007.58	2,507,708	0.3200	2,019.12	68,654.93	0.000200	3.47			
12/31/2015	7,972,012	0.1723940	13,743.27	2,509,727	0.3700	2,322.84	68,654.40	0.000200	3.47			
3/31/2016	10,342,559	0.1391914	14,395.95	2,512,050	0.4600	2,899.70	68,661.81	0.000200	3.41			
6/30/2016	11,809,274	0.1433726	16,931.26	2,514,950	0.5500	3,421.54	68,665.23	0.000200	3.42			
	Annual Rate	0.5757079	\$ 56,078.06	Annual Rate (Avg)	0.4250	\$ 10,663.20	Annual Rate	0.000200	\$ 13.77	Avg Share Value	0.000000	\$ -
FY17												
9/30/2016	9,720,648.93	0.2181028	21,201.01	2,518,371.32	0.6000	3,826.52	68,668.68	0.000200	3.45	4,531,619.73	10.100000	124.73
12/31/2016	10,718,806.24	0.2148859	23,033.20	2,522,197.84	0.6800	4,296.15	68,672.13	0.000200	3.42	4,512,312.82	10.090000	12,123.83
3/31/2017	11,627,772.17	0.2929174	34,059.77	2,526,493.99	0.7800	4,833.54	68,675.52	0.000200	3.39	4,557,077.20	10.090000	13,333.64
6/30/2017	13,078,710.09	0.2982185	40,097.61	2,531,327.53	0.9200	5,829.30	68,678.95	0.000200	3.43	4,566,555.96	10.090000	14,268.88
	Annual Rate	1.0241246	\$ 118,391.59	Annual Rate (Avg)	0.7450	\$ 18,785.51	Annual Rate	0.000200	\$ 13.69	Avg Share Value	10.092500	\$ 39,851.08
FY18												
9/30/2017	11,283,998.32	0.3140160	35,433.56	2,537,156.83	1.0700	6,866.96	68,682.42	0.000200	3.47	4,556,287.68	10.030000	16,430.89
12/31/2017	9,782,917.36	0.3508629	34,324.63	2,544,023.79	1.2000	7,723.56	68,685.89	0.000200	3.47	4,551,076.71	9.980000	17,526.03
3/31/2018	11,988,098.75	0.3893358	46,673.95	2,551,747.35	1.5100	9,494.04	68,689.28	0.000200	3.39	4,543,365.65	9.920000	19,663.36
6/30/2018	13,338,491.10	0.4591755	61,247.09	2,561,241.39	1.9000	12,153.28	68,692.71	0.000200	3.43	4,555,774.12	9.900000	21,576.09
	Annual Rate	1.5133902	\$ 177,679.23	Annual Rate (Avg)	1.4200	\$ 36,237.84	Annual Rate	0.000200	\$ 13.76	Avg Share Value	9.957500	\$ 75,196.37
FY19												
9/30/2018	11,203,912.76	0.4877508	54,647.18	2,573,394.67	2.1600	13,982.17	68,696.18	0.000200	3.47	4,570,496.02	9.880000	23,958.64
12/31/2018	9,003,930.05	0.5460768	49,168.37	2,587,376.84	2.4000	15,634.99	68,699.65	0.000200	3.47	4,619,600.90	9.930000	25,878.63
3/31/2019												
6/30/2019												
	Annual Rate	1.0338276	\$ 103,815.55	Annual Rate (Avg)	2.2800	\$ 29,617.16	Annual Rate	0.000200	\$ 6.94	Avg Share Value	9.905000	\$ 49,837.27

Statement of Cash Assets

Rancho Santa Fe Fire Protection District
FY2019

	30-Jun-18	30-Sep-18	31-Dec-18
Assets			
Current Cash & Investments	16,616,670	12,090,462	13,129,165
Accounts Receivable	\$ 461,530	\$ 272,506	\$ 137,435
Current Assets Total	17,078,200	12,362,968	13,266,601
Fixed & Restricted Assets (Excluded)			
Intangible Assets (DIR - Pension Excluded)			
Reserved Funds with Restrictions	5,255,879	5,277,805	5,374,049
Accumulated Depreciation (Excluded)	-	-	
Current Cash Assets Total	<u>22,334,079</u>	<u>17,640,772</u>	<u>18,640,650</u>
Liabilities			
Current & Accrued Liabilities			
Current Liabilities	2,355,540	1,586,215	1,575,148
Accrued Liability Payable	1,241,631	1,291,888	1,124,853
Other Liabilities			
Net Pension Liabilities (GASB 68)	\$ 11,185,827	\$ 11,185,827	\$ 11,185,827
Total Current Liabilities	<u>14,782,997</u>	<u>14,063,930</u>	<u>13,885,827</u>
Long-Term Debt			
ESTIMATED Cash Available	<u>7,551,082</u>	<u>3,576,843</u>	<u>4,754,823</u>

Additional Information - Reserve Allocation

Reserve - Specified			
Total Reserve - Specified	5,061,191	5,083,117	5,089,901
Reserve - Unspecified			
Total Reserve - Unspecified	17,759,220	14,973,696	12,703,099
Cash Reserves (Deficit) Subtotal	(10,208,139)	(11,396,853)	(7,948,277)
Profit & Loss Net - FY19	-	(3,775,913)	(3,164,886)
Cash Reserves (Deficit) - Total	(10,208,139)	(15,172,767)	(11,113,163)
Net Pension Liability - <i>added back in</i>	<u>11,185,827</u>	<u>11,185,827</u>	<u>11,185,827</u>
Cash Reserves (Deficit)	977,688	(3,986,940)	72,664

RANCHO SANTA FE FIRE PROTECTION DISTRICT
OPERATING EXPENDITURES FOR FISCAL YEAR 2018
 July 1 thru December 31, 2018
 FY19Q1

PERSONNEL COSTS	BUDGET		ESTIMATED		% OF
	EXPENDITURES		EXPENDITURES		
		FY19		FY19	BUDGET
Salaries/Wages - Staff	\$	7,340,567	\$	3,552,602	48%
Overtime	\$	1,481,020	\$	964,179	65%
Holiday Pay	\$	245,028	\$	222,140	91%
Labor (Temporary)	\$	75,380	\$	69,328	92%
Retirement	\$	1,730,930	\$	965,371	56%
CalPERS UAL - Accelerated Payment	\$	961,673	\$	961,651	100%
Health Insurance + HRSA	\$	1,578,680	\$	588,308	37%
Life Insurance/Long Term Disability	\$	39,178	\$	14,197	36%
Social Security Tax	\$	5,108	\$	4,054	79%
Medicare Tax	\$	132,059	\$	71,666	54%
Unemployment Insurance	\$	15,855	\$	542	3%
Workers' Compensation/Wellness	\$	216,326	\$	217,205	100%
PERSONNEL (Subtotal)	\$	13,821,804	\$	7,631,244	55%

RANCHO SANTA FE FIRE PROTECTION DISTRICT
OPERATING EXPENDITURES FOR FISCAL YEAR 2018
July 1 thru December 31, 2018

CONTRACTURAL	BUDGET		ESTIMATED		% OF
	EXPENDITURES		EXPENDITURES		
		FY19		FY19	BUDGET
Administrative Fees	\$	221,568	\$	48,642	22%
Advertising	\$	1,500	\$	1,010	67%
Association Dues	\$	13,452	\$	10,582	79%
Building/Facility Lease	\$	29,520	\$	15,137	51%
Dispatching	\$	182,226	\$	110,522	61%
Equipment Rental	\$	1,500	\$	539	36%
Equipment Repair	\$	36,527	\$	11,628	32%
Insurance	\$	111,115	\$	105,157	95%
Laundry Service	\$	350	\$	-	0%
Legal Services	\$	44,130	\$	17,325	39%
Local Meeting/Meal Expense	\$	8,899	\$	3,605	41%
Mileage Reimbursement	\$	700	\$	-	0%
Other Contractual Services	\$	194,739	\$	143,661	74%
Other Professional Services	\$	167,572	\$	86,151	51%
Permits	\$	11,520	\$	6,691	58%
Service Agreements	\$	67,724	\$	16,713	25%
Soil Contamination Cleanup	\$	-	\$	-	0%
Subscriptions	\$	1,500	\$	676	45%
Training	\$	226,992	\$	34,838	15%
Utility-Cable/Internet	\$	5,903	\$	2,381	40%
Utility-Electricity	\$	169,426	\$	83,105	49%
Utility-Sewer	\$	36,678	\$	20,354	55%
Utility-Telephone	\$	80,074	\$	32,918	41%
Utility-Trash	\$	31,562	\$	16,707	53%
Utility-Water	\$	33,314	\$	14,306	43%
Vehicle Maintenance (Scheduled)	\$	93,200	\$	15,244	16%
Vehicle Repair	\$	147,550	\$	70,499	48%
Contractual Services (Subtotal)	\$	1,919,240	\$	868,390	45%

RANCHO SANTA FE FIRE PROTECTION DISTRICT
OPERATING EXPENDITURES FOR FISCAL YEAR 2018
 July 1 thru December 31, 2018

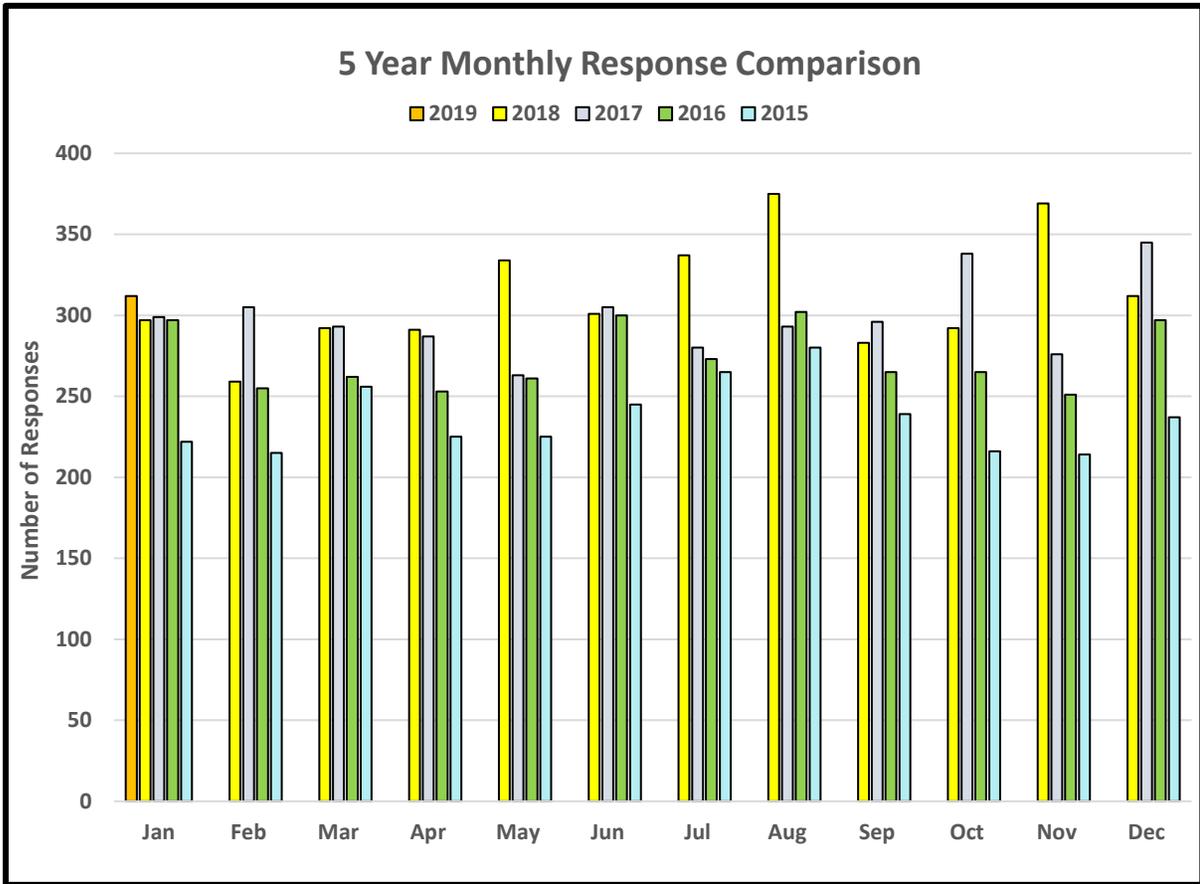
MATERIALS & SUPPLY	BUDGET		ESTIMATED		% OF
	EXPENDITURES		EXPENDITURES		
		FY19		FY19	BUDGET
Apparatus	\$	39,879	\$	18,875	47%
Apparatus - Computers	\$	1,614	\$	34	2%
Audio Visual	\$	350	\$	-	0%
Books	\$	3,932	\$	67	2%
Cellular	\$	2,000	\$	-	0%
Computer	\$	80,730	\$	28,727	36%
Electrical Supplies	\$	200	\$	-	0%
Fire Hose, Nozzles & Supply	\$	12,000	\$	9,354	78%
Firefighting Foam	\$	2,500	\$	2,290	0%
Food for Major Emergencies	\$	2,000	\$	-	0%
Fuel	\$	64,833	\$	37,655	58%
Furnishings/Equipment	\$	16,432	\$	3,314	20%
Grants	\$	-	\$	-	0%
Hydrant Maintenance	\$	2,000	\$	949	47%
Janitorial	\$	10,201	\$	7,551	74%
Knox Replacement	\$	5,000	\$	4,536	91%
Landscape	\$	2,000	\$	303	15%
Lumber/Screws/Nails	\$	200	\$	109	55%
Maps	\$	750	\$	781	104%
Medical Supplies	\$	49,594	\$	7,377	15%
Miscellaneous	\$	2,250	\$	10,088	448%
Office - General	\$	35,761	\$	9,813	27%
Paint	\$	100	\$	-	0%
Program - Supplies (CERT)	\$	2,500	\$	613	25%
Public Education	\$	18,500	\$	4,253	23%
Radio	\$	64,645	\$	780	1%
Rock, Sand, Gravel	\$	1,000	\$	-	0%
Safety	\$	90,947	\$	13,725	15%
Special Events & Awards	\$	8,000	\$	2,229	28%
Station Maintenance	\$	61,143	\$	12,749	21%
Station Supplies/Replacements	\$	6,850	\$	3,014	44%
Street Signs & Markers	\$	750	\$	1,055	141%
Tools	\$	944	\$	498	53%
Training (Expendable Supplies)	\$	7,677	\$	2,322	30%
Uniforms	\$	48,200	\$	9,986	21%
Material & Supplies (Subtotal)	\$	645,481	\$	193,048	30%

RANCHO SANTA FE FIRE PROTECTION DISTRICT
OPERATING EXPENDITURES FOR FISCAL YEAR 2018
 July 1 thru December 31, 2018

OPERATING COST SUMMARY	BUDGET	ESTIMATED	% OF BUDGET
	EXPENDITURES	EXPENDITURES	
	FY19	FY19	
Personnel	\$ 13,821,804	\$ 7,631,244	55%
Contractual	\$ 1,919,240	\$ 868,390	45%
Material & Supply	\$ 645,481	\$ 193,048	30%
Prior Year Expense	\$ -	\$ 3,291	
Depreciation	\$ 802,658	\$ 385,099	48%
TOTAL COSTS	\$ 17,189,183	\$ 9,081,072	53%
CAPITAL and PLANNED PROJECTS-Cash Expenses	Additional Cash		% OF BUDGET
RSF5 Station Design/Build	\$ -	\$ 126,271	
Diesel Exhaust System		\$ 46,988	
2019 Chevy Silverado 1500		\$ 36,366	
MDC (Mobile Data Computer Units		\$ 64,568	
Unit 1811 Equipment	\$ -	\$ 15,407	
Total Capital and Planned Projects	\$ -	\$ 289,601	0%

January 2019 Incident Count

Stations 1 - 6



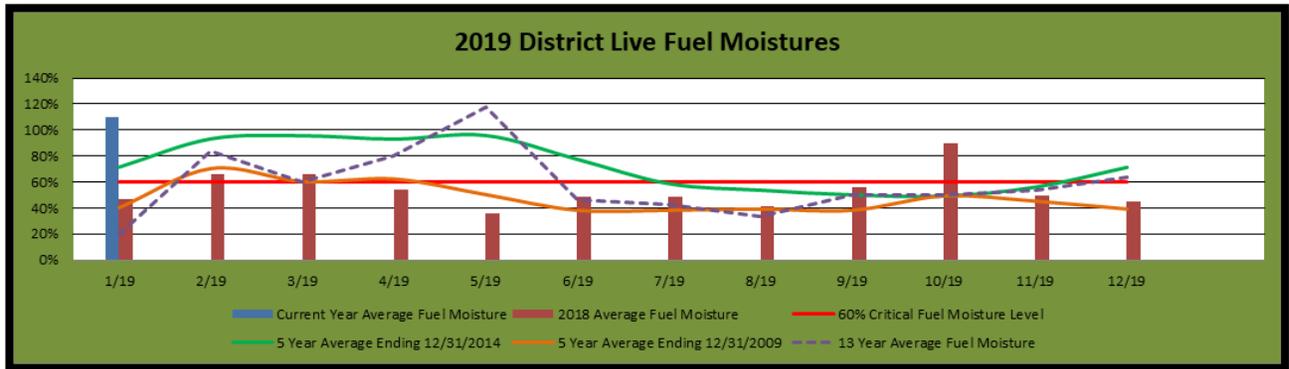
Year	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
		2019	Responses	312	0	0	0	0	0	0	0	0	0	0
	YTD	312	312	312	312	312	312	312	312	312	312	312	312	5.05%
2018	Responses	297	259	292	291	334	301	337	375	283	292	369	312	3,742
	YTD	297	556	848	1139	1473	1774	2111	2486	2769	3061	3430	3742	4.53%
2017	Responses	299	305	293	287	263	305	280	293	296	338	276	345	3,580
	YTD	299	604	897	1184	1447	1752	2032	2325	2621	2959	3235	3580	9.11%
2016	Responses	297	255	262	253	261	300	273	302	265	265	251	297	3,281
	YTD	297	552	814	1067	1328	1628	1901	2203	2468	2733	2984	3281	15.57%
2015	Responses	222	215	256	225	225	245	265	280	239	216	214	237	2,839
	YTD	222	437	693	918	1143	1388	1653	1933	2172	2388	2602	2839	1.36%

January 2019 Incident Count

Stations 1 - 6

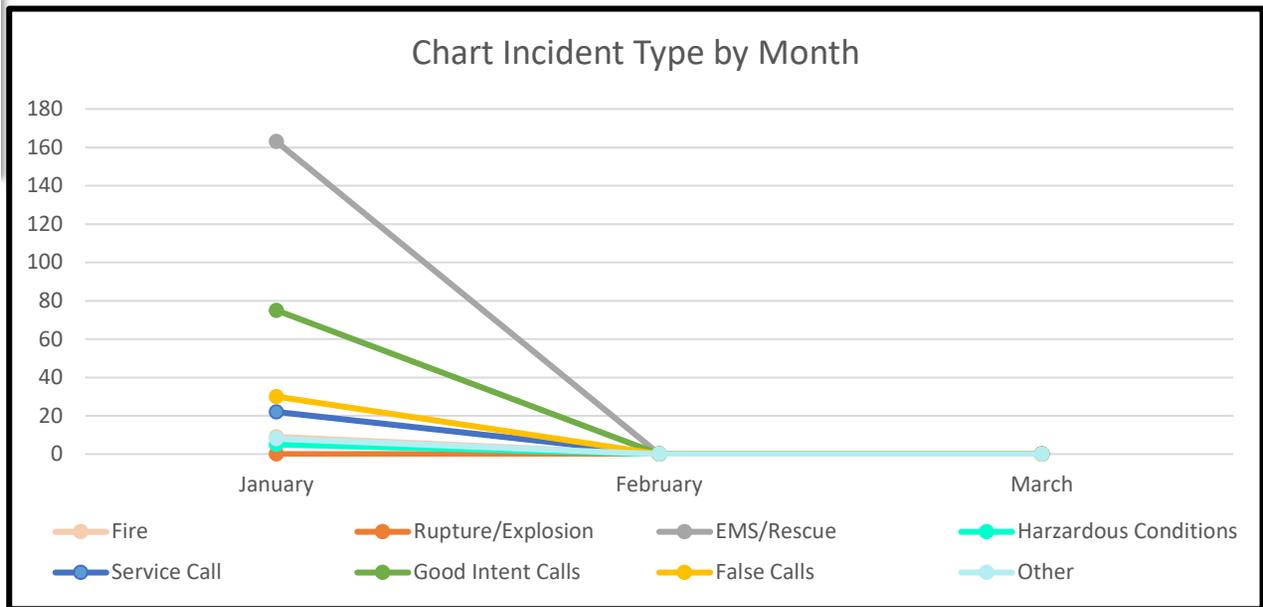
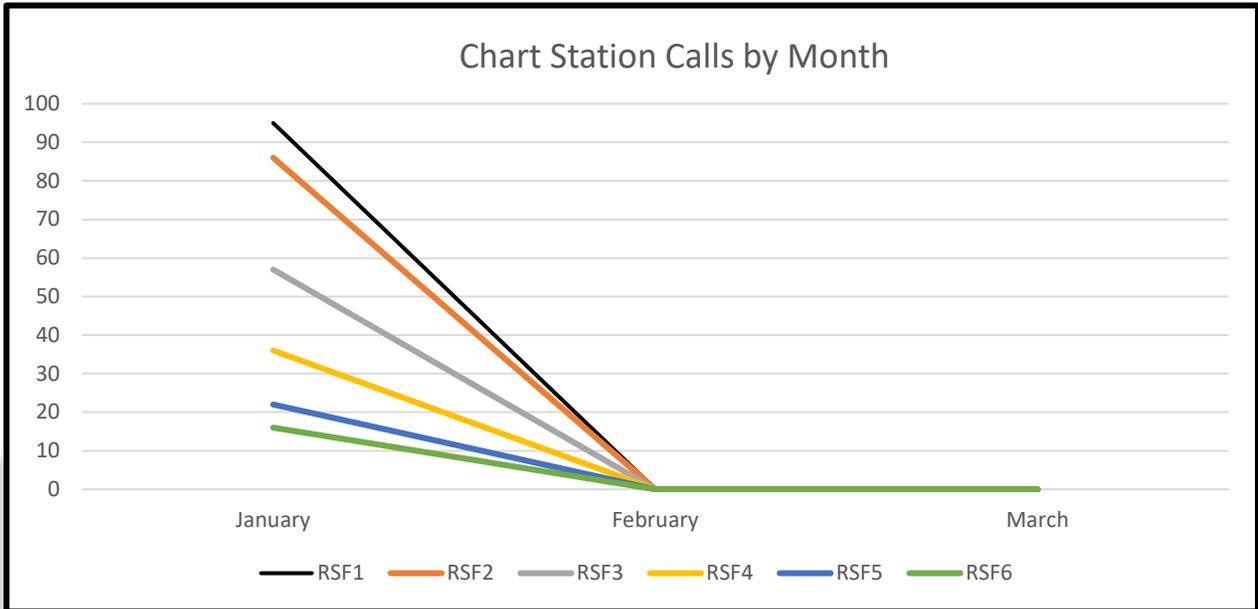
Incident Response Summary by Station		
Station	Month	YTD
RSF1	95	95
RSF2	86	86
RSF3	57	57
RSF4	36	36
RSF5	22	22
RSF6	16	16
Total Count:	312	312

Incident Type Summary		
Type	Month	YTD
Fire	9	9
Rupture/Explosion	0	0
EMS/Rescue	163	163
Harzardous Conditions	5	5
Service Call	22	22
Good Intent Calls	75	75
False Calls	30	30
Other	8	8
Total Incident Count:	312	312



SIGNIFICANT INCIDENT(S)/OVERHEAD ASSIGNMENT(S)				
DATE	INCIDENT/LOCATION	TYPE	UNIT/STRIKE TEAM	MISC.

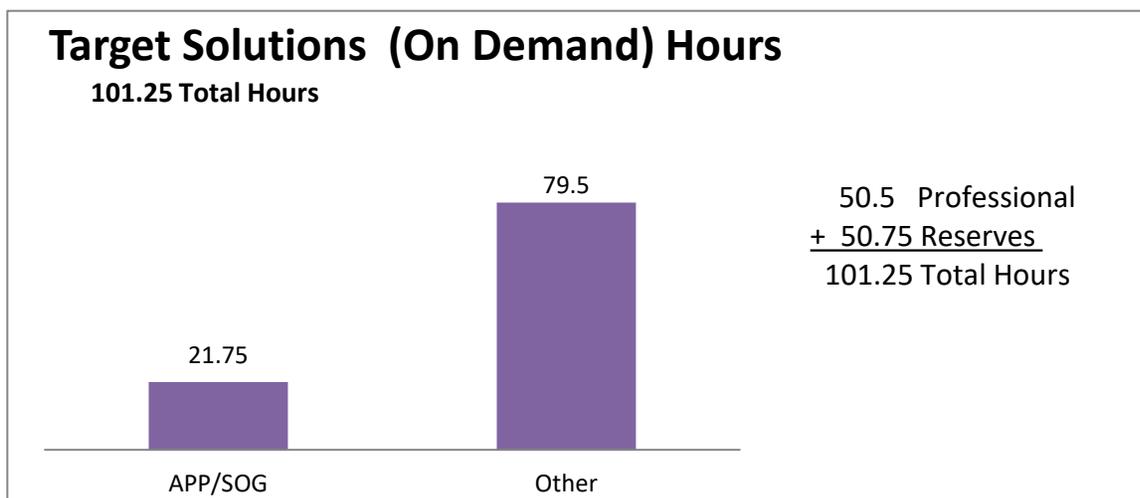
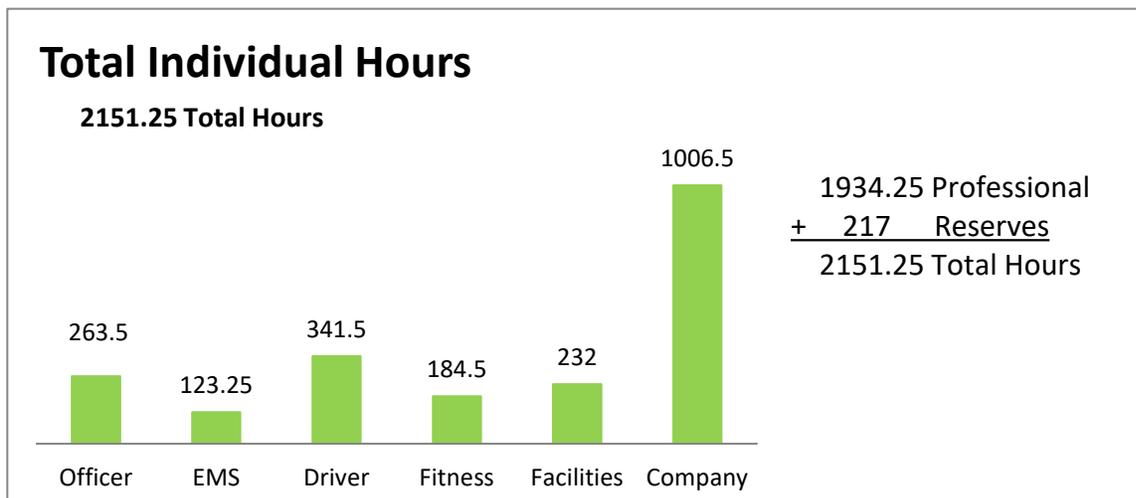
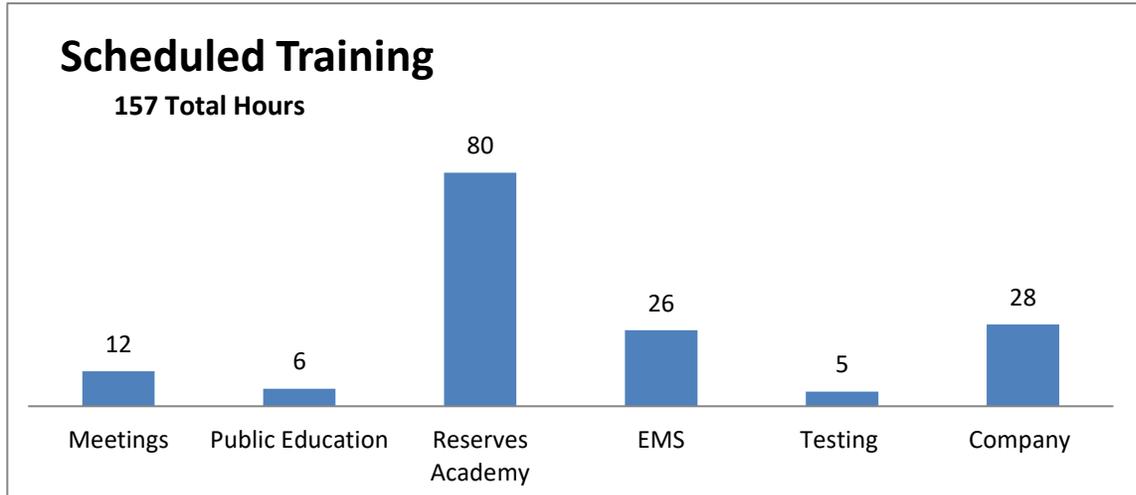
January 2019 Incident Count Stations 1 - 6



January 2019 Incident Count
Stations 1 - 6



Training Division January 2019



Training Division - Descriptions

Scheduled Training		
<p>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.</p>		
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		
<p>Hours completed through an assignment on an online database (Target Solutions). Mandated assignments are required by either Federal, State, Local.</p>		

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
January 2019

PLAN REVIEW

RESIDENTIAL PLAN REVIEWS		Number of Structures	Sq Footage
Fire Marshal		39	137,086
Fire Inspector		15	72,497
Fire Inspector/Forester		3	17,382
TOTAL		57	226,965
RESIDENTIAL ADDITIONS		Original Sq Footage	Added Sq Footage
Fire Marshal		0	0
Fire Inspector		8,805	0
Fire Inspector/Forester		0	0
TOTAL		8,805	0
COMMERCIAL PLAN REVIEWS		Number of Structures	Sq Footage
Fire Marshal		0	0
Fire Inspector		0	0
Fire Inspector/Forester		0	0
TOTAL		0	0
TOTAL NEW CONSTRUCTION			Sq Footage
Based on permitted Sq footage		Total Added	226,965
FIRE SPRINKLER REVIEWS		Commercial	Residential
Fire Marshal		2	0
Fire Inspector		0	1
Fire Inspector/Forester		1	4
TOTAL		3	5
TENANT IMPROVEMENTS		Number of Structures	Sq Footage
Fire Marshal		3	13,096
Fire Inspector		0	0
Fire Inspector/Forester		0	800
TOTAL		3	13,896
LANDSCAPE REVIEWS		Number of Reviews	Staff Hours
Fire Marshal		0	0.00
Fire Inspector		8	8.00
Fire Inspector/Forester		1	1.00
TOTAL		9	9.00

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
January 2019

SERVICES PROVIDED- FIRE PREVENTION		
DPLU -All Staff	Number	Staff Hours
Project Availability Forms	0	0.00
Use Permits	1	2.00
Zaps	0	0.00
Administrative Review	2	5.00
Habit Plans	0	0.00
Approval Letters	0	0.00
CWPP/FPP	0	0.00
TOTAL	3	7.00
INSPECTION SERVICES- All Staff		
	Number of Inspections	Staff Hours
Undergrounds	6	4.50
Hydros (Fire Sprinklers)	55	43.00
Finals (Structures)	47	52.00
Landscape	8	7.50
Reinspections	7	1.00
Tents/Canopy		
Burn Permits	0	0.00
Department of Social Service Licensing	0	0.00
Knox/Strobe	3	8.50
Code Enforcement	7	7.75
Engine Company Follow Up	1	1.00
Misc.	0	0.00
TOTAL	148	125.25
HAZARD INSPECTIONS - All Staff		
	Number of Inspections	Staff Hours
Weed Abatement Inspection	111	27.60
Weed Abatement Reinspection	76	24.50
1st Notice	73	29.00
2nd Notice	45	24.00
Final Notice	16	8.50
Forced Abatement	1	0.75
Postings	4	4.00
Annual Mailers	0	0.00
Homeowner Meeting	24	24.00
WUI	0	0.00
TOTAL	637	142.35
GRADING -All Staff		
	Number of Reviews	Staff Hours
Plan Review	4	4.00
TOTAL	4	4.00

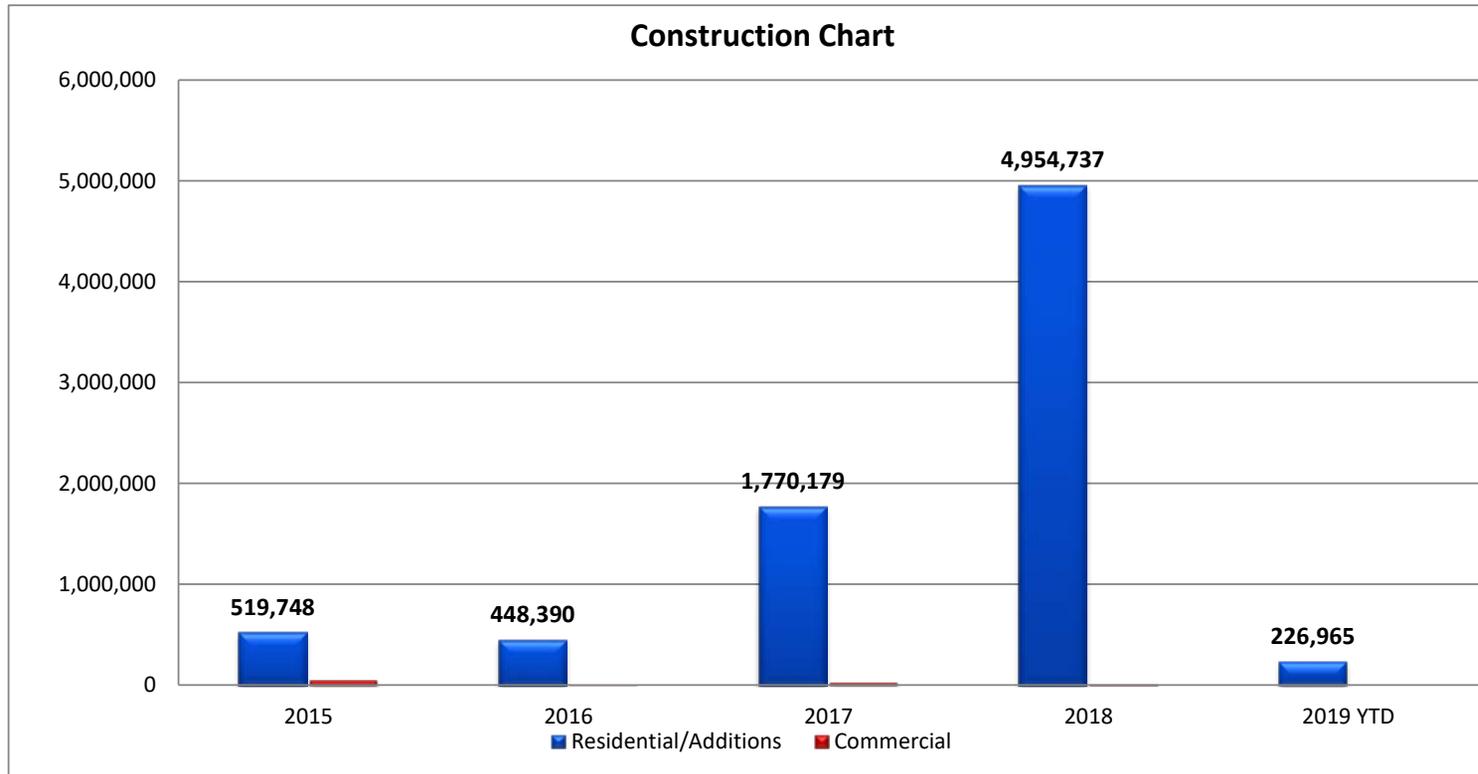
Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
January 2019

ADMINISTRATIVE SERVICES- FIRE PREVENTION		
SPECIAL ACTIVITIES/EDUCATION-All Staff	Number	Staff Hours
GIS Mapping	0	0.00
CalFire Crew Projects	0	0.00
Hazmat	0	0.00
Emergency Response/Support	0	0.00
Training Classes	5	10.00
Conferences	0	0.00
Meetings	67	95.0
Other	0	0.00
Supervision	0	0.00
Fuels Reduction	0	0.00
TOTAL	72	105.00

FIRE PREVENTION -All Staff	Number	Staff Hours
Incoming Phone Calls	357	86.00
Correspondence	720	180.00
Consultations	41	41.00
Plan Review	96	101.00
Scanning	300	75.00
General Office	120	120.00
TOTAL	1,634	603.00

ADMINISTRATIVE SERVICES- OFFICE SUPPORT		
OFFICE COORDINATOR-PREVENTION	Number	Staff Hours
Phone Calls (All Administrative Staff) Internal & External	649	32.45
Correspondence	438	109.50
Walk in/Counter (All Administrative Staff)	326	27.17
Knox Application Request	3	0.75
Burn Permits	0	1.00
UPS Outgoing Shipments	2	0.17
Plan Accepted/Routed	84	101.00
Special Projects	5	5.00
Scanning Documents/Electronic Files	500	125.00
Meetings: Admin/Prevention/Admin Shift	10	5.00
Post Office Runs	0	0.00
Deposit runs and preparations	18	9.00
TOTAL	2,035	416.03

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
January 2019

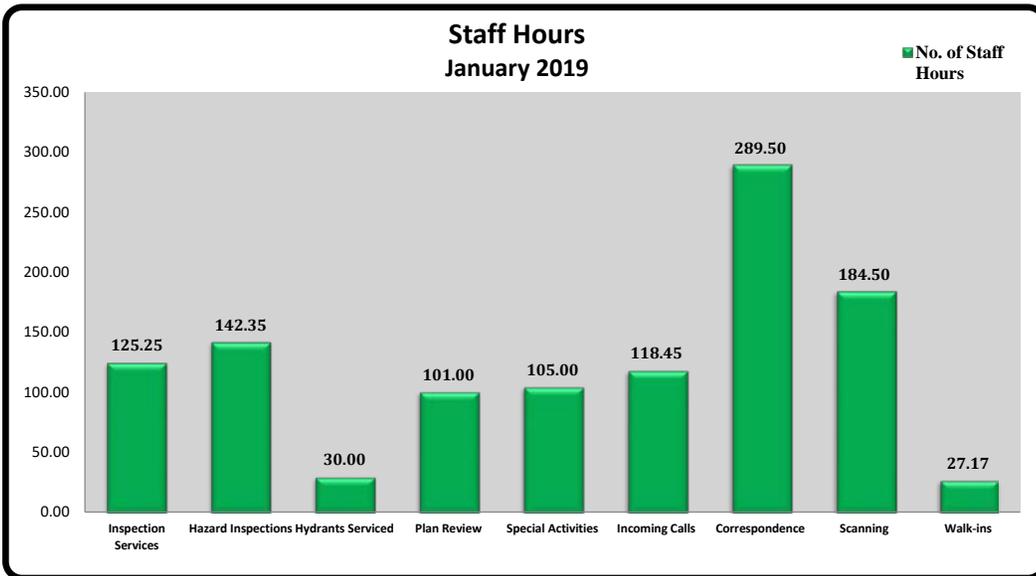
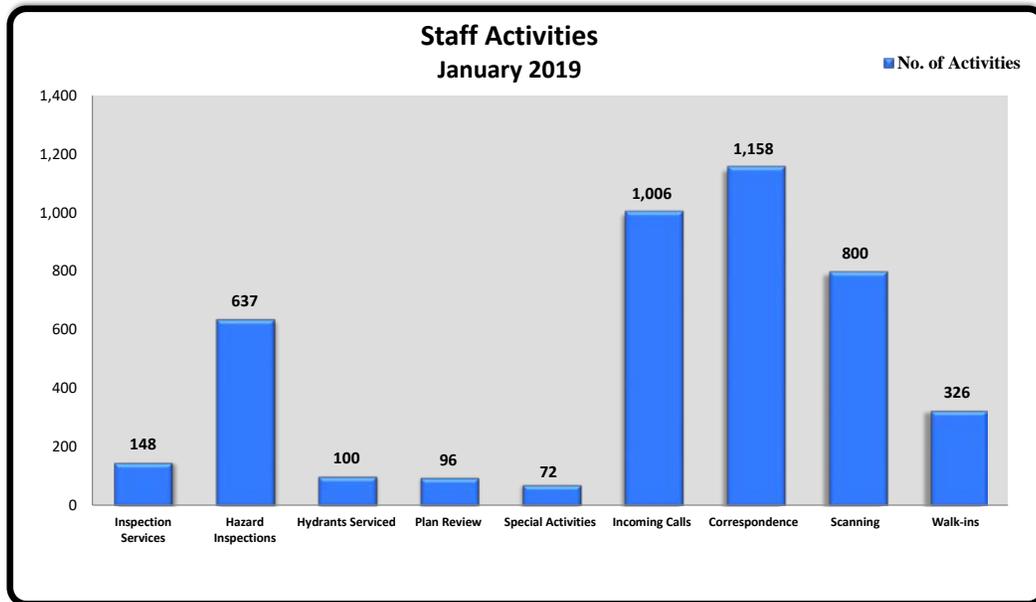


Year	Res/Add	Comm	Total
2014	1,110,107	36,156	1,146,263
2015	519,748	43,042	562,790
2016	448,390	2,047	450,437
2017	1,770,179	23,757	1,793,936
2017 YTD	48,461	0	48,461
2018 YTD	186,961	0	186,961
2019 YTD	226,965	0	226,965

Comparison 2018/2019 Total Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018	186,961	62,170	46,643	37,448	69,972	1,361,554	344,679	50,736	212,489	181,371	129,141	2,281,800
2019	226,965											

**Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
December 2018**



Comparison 2016/2017 Total Monthly Hours/Activities

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	2187	2019	2614	2384	3137	3617	3300	3938	3537	3897	3462	3169
Hours	482.62	494.10	578.82	567.50	676.43	745.76	713.5	844.47	850.08	795.81	781.95	696.27

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	2714	2970	2985	3331	4091	4349	4222	5906	4210	4128	3365	3724
Hours	600.70	723.62	736.32	858.15	955.05	997.91	980.59	1352.6	1087.07	1075.2	793.93	990.60

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	4343											
Hours	1123.22											

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

Rancho Santa Fe Fire Protection District
Public Education Coordinator Monthly Activity Summary
January 2019

WEBSITE/INTERNET		Staff Hours
Update existing info & documents:		13.0
<i>Updated home page, news, photos, etc</i>		6.0
Compile & write new information:		2.0
		5.0
Social Media		10.0
<i>Facebook "Followers" - 1,332</i>		3.0
<i>Instagram "Followers" - 1,186</i>		4.0
<i>Twitter "Followers" - 3,597</i>		3.0
TOTAL		25.0
PUBLICATIONS		Staff Hours
Design/write brochures, flyers, etc:		10.0
<i>Annual Mailer</i>		10.0
Prevention Videos		
TOTAL		10.0

Rancho Santa Fe Fire Protection District
Public Education Coordinator Monthly Activity Summary
January 2019

MEDIA RELATIONS	Staff Hours
On-scene Public Information Officer:	0.0
Press Releases:	2.0
<i>RSF Fire Foundation</i>	2.0
Other Articles/Stories/Interviews:	2.0
<i>Van Alan/New Yorker Documentary</i>	2.0
TOTAL	4.0

EDUCATIONAL PROGRAMS/PRESENTATIONS	Staff Hours
Children's Programs	6.0
<i>Station Tours</i>	0.0
<i>Coloring Contest Judging</i>	6.0
Adult Programs:	10.0
<i>Car Seat Appointment</i>	4.0
<i>Evacuation routes/shelters</i>	2.0
<i>Love Your Heart Day Prep</i>	4.0
TOTAL	16.0

Rancho Santa Fe Fire Protection District
Public Education Coordinator Monthly Activity Summary
January 2019

EVENTS		Staff Hours
External/Community Events:		7.0
<i>Forest Health and Preservation Event</i>		7.0
Internal Events:		0.0
TOTAL		7.0
CONTINUING EDUCATION		Staff Hours
Training Classes:		19.0
<i>Rescue Drill x3 shifts</i>		12.0
<i>OC FPOs WUI</i>		7.0
Conferences:		0.0
Meetings:		9.0
<i>Staff meetings</i>		3.0
<i>Shift Meetings</i>		3.0
<i>CSA17 Meeting</i>		1.0
<i>San Diego County PIOs</i>		0.0
<i>So Cal Pub Ed</i>		0.0
<i>HOA Leadership (4S, Crosby)</i>		2.0
TOTAL		28.0
CLERICAL		Staff Hours
Prevention-related:		46.0
<i>Mailbox, email inbox, phone calls, news clips, etc.</i>		42.0
<i>Phone Calls</i>		4.0
Non-prevention/non-minute related:		23.0
TOTAL		69.0
TOTAL HOURS		159.0

STAFF REPORT

19-03

TO: BOARD OF DIRECTORS
FROM: FRED COX, FIRE CHIEF
SUBJECT: VERIZON LEASE – RSF FIRE STATION 1
DATE: February 14, 2019

**RECOMMENDATION:**

Staff recommends the Board of Directors approve the lease extension and authorize the Fire Chief to execute the attached agreement with Verizon Wireless.

BACKGROUND:

The District has leased space at Fire Station 1 since October 18, 1994 to various wireless service providers. The current Lessee, Verizon Wireless, is seeking to extend this lease for an additional term of five (5) years, with an additional four (4) automatic extension terms of five (5) years each. The lease extension shall commence on November 1, 2019.

Legal counsel has reviewed and approved this agreement.

AMENDMENT NO. 5 TO BUILDING LEASE AGREEMENT

This Fifth Amendment to Lease (the "Amendment") is made this ____ day of _____, 20__, by and between **Rancho Santa Fe Fire Protection District, a California public agency** ("Lessor"), and **Verizon Wireless (VAW) LLC, dba Verizon Wireless** ("Lessee"), with reference to the facts set forth in the Recitals below:

RECITALS

A. Lessor is the owner of certain real property located at 16936 El Fuego, Rancho Santa Fe, California (the "Property"), which Property is further described in the Lease (defined below).

B. Lessor and Lessee are parties to that certain Building Lease Agreement dated October 18, 1994, as amended by that certain Amendment No. 1 to Building Lease Agreement dated March 31, 1998, as further amended by that certain Amendment No. 2 to Building Lease Agreement dated September 30, 1999, as further amended by that certain Amendment No. 3 to Building Lease Agreement dated October 13, 2006 ("Third Amendment") and as further amended by that certain Amendment No. 4 to Building Lease Agreement dated September 10, 2015 (as so amended, the "Lease"), pursuant to which Lessee is leasing from Lessor space within and on the building ("Building") at the Property, together with the right of access to and from the nearest public right-of-way and the right to install utilities (the "Premises"). The Lease is currently scheduled to expire pursuant to its terms on November 21, 2019.

C. Lessor and Lessee have agreed to amend the Lease to (i) extend the term of the Lease; and (ii) modify certain other provisions of the Lease, as provided herein.

AGREEMENT

NOW, THEREFORE, in consideration of the facts contained in the Recitals above, the mutual covenants and conditions below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Extension Terms.** Commencing on November 1, 2019, Lessor and Lessee hereby agree to extend the Lease for an additional term of five (5) years. Thereafter, the term of the Lease shall automatically be extended for four (4) additional extension terms of five (5) years each, unless Lessee terminates the Lease by giving Lessor written notice of the intent to terminate at least sixty (60) days prior to the end of the then-current term.

~~2. **Annual Rental Escalations.** The annual rental adjustment provided in Section 1 of the Third Amendment is hereby deleted in its entirety and amended to be as follows: "Commencing on November 1, 2019, and on each November 1 thereafter, Lessee's annual rent shall be increased by an amount equal to 2% of the annual rent in effect during the immediately preceding lease year."~~

~~3. **Continued Effect.** Except as specifically modified by this Amendment, all of the terms and conditions of the Lease shall remain in full force and effect. In the event of a conflict between any term or provision of the Lease and this Amendment, the terms and provisions of this Amendment shall control. In addition, except as otherwise stated in~~

this Amendment, all initially capitalized terms will have the same respective defined meaning stated in the Lease. All captions are for reference purposes only and shall not be used in the construction or interpretation of this Amendment.

IN WITNESS WHEREOF, Lessor and Lessee have caused this Amendment to be executed by each party's duly authorized representative effective as of the date first above written.

Lessor:

**Rancho Santa Fe Fire Protection District,
a California public agency**

By: _____

Name: _____

Title: _____

Date: _____

Lessee:

**Verizon Wireless (VAW) LLC,
d/b/a Verizon Wireless**

By: _____

Name: _____

Title: _____

Date: _____

Document comparison by Workshare 9.5 on Monday, January 7, 2019 3:23:00 PM

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Description	#109005795v2<Active> - Rancho Santa Fe Fifth Amendment (MW Draft) 1.7.19
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Moved deletion	
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Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

Statistics:	
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Moved to	0
Style change	0
Format changed	0
Total changes	7

STAFF REPORT

19-04

TO: BOARD OF DIRECTORS
FROM: FRED COX, FIRE CHIEF
SUBJECT: NORTH MUTUAL THREAT ZONE AGREEMENT
DATE: FEBRUARY 14, 2019



RECOMMENDATION:

Staff recommends the Board of Directors approve and authorize the Fire Chief to enter into the North Mutual Threat Zone Agreement.

BACKGROUND:

The Rancho Santa Fe Fire District is bordered by three cities who are not dispatched by North County Dispatch Joint Powers Authority (NCDJPA). To better facilitate a coordinated response to wildland fires with these bordering cities, a *North Mutual Threat Zone Agreement* was developed. Under the agreement, all agencies when responding within the identified mutual threat zone (see attached map) agree to operate on a common communications plan under one command/communication center. This will provide for better command and control and prevent duplication of resource requests.

Rancho Santa Fe Fire Protection District currently operates in this manner with other North Zone agencies and Cal Fire and no change in operational procedures is required.

Legal counsel has reviewed and approved the content of this agreement.

NORTH MUTUAL THREAT ZONE AGREEMENT

COOPERATIVE FIRE PROTECTION AGREEMENT
Between
CITY OF SAN DIEGO FIRE-RESCUE DEPARTMENT
And
ESCONDIDO FIRE DEPARTMENT
And
RANCHO SANTA FE FIRE DEPARTMENT
And
POWAY FIRE DEPARTMENT
And
CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION
(CAL FIRE-SAN DIEGO UNIT)

WHEREAS, CITY OF SAN DIEGO FIRE-RESCUE DEPARTMENT maintains and operates a fire protection organization in the area generally known within the City of San Diego; and

WHEREAS, ESCONDIDO FIRE DEPARTMENT maintains and operates a fire protection organization in the area generally known within the City of Escondido; and

WHEREAS, RANCHO SANTA FE FIRE DEPARTMENT maintains and operates a fire protection organization in the area generally known as Rancho Santa Fe; and

WHEREAS, POWAY FIRE DEPARTMENT maintains and operates a fire protection organization in the area generally known as City of Poway; and

WHEREAS, CALFIRE maintains and operates a fire protection organization for the purpose of providing "basic" protection to the State Responsibility Area lands.

NOW THEREFORE, the parties hereto mutually agree as follows:

1. PARTIES agree to the Mutual Threat Zone as defined on map (Attachment A).
2. PARTIES agree to provide immediate notification of all fire emergency incidents/threats to the other agency through established procedures in each agencies Command/Communication Center. This includes immediate notification to other agencies signature to this agreement.
3. PARTIES agree to utilize the assigned VHF frequencies as defined in the 217A Zone Communications Plan (Attachment B) for incidents within the Mutual Threat Zone.

4. PARTIES agree to a single Unified Ordering Point pre-determined as the Monte Vista Interagency Command Center (MVICC).
5. PARTIES agree to utilize Unified Command based on Mutual Threat Zone jurisdictional authority or threat to Jurisdictional Authority. A Unified Command Post will be established.
6. PARTIES agree that consideration of cost share shall be determined during extended or major fire incidents. Such costs will be determined through a separate agreement outside of this Mutual Threat Zone agreement.
7. Each party hereto shall indemnify, defend, save and hold harmless the other parties, and each of them and their respective agents, servants and employees, of and from any and all liabilities, claims, demands, debts, suits, actions and causes of action arising out of, or in any manner connected with, any act or omission of such indemnifying party hereunder or its agents, servants, or employees, done or performed pursuant to the terms and condition hereof or arising upon or within the property of such indemnifying party as herein set forth after the date of expiration of the Agreement.
8. Except as may be provided by separate written agreement between the parties, no party shall be obligated to reimburse hereunder, or for any use of material, damage to equipment, or liability incurred which may occur in the course of rendering the firefighting assistance herein provided.
9. Nothing contained herein shall be construed as a contract under law or equity for the benefit of any third party, which may be affected by the Agreement.
10. Nothing in this agreement shall preclude any party from exercising its right to seek recovery of costs pursuant to Health and Safety Code sections 13009 and 13009.01.
11. Any PARTY may terminate this Agreement upon ninety (90) day written notice to the other PARTIES. The PARTIES may only modify this Agreement by a writing signed by all PARTIES.
12. PARTIES agree to meet annually to review/validate this Mutual Threat Zone agreement.

Colin Stowell
Fire Chief
San Diego City Fire-Rescue Department

Date:

Tony Mecham
Unit Chief-San Diego Unit
Department of Forestry & Fire Protection-CAL FIRE

Date:

Rick Vogt
Fire Chief

Date:

Fred Cox
Fire Chief

Date:

Mark Sanchez
Fire Chief
Poway Fire Department

Date:

STAFF REPORT

19-05

TO: BOARD OF DIRECTORS
FROM: FRED COX, FIRE CHIEF
SUBJECT: FEE SCHEDULE UPDATE
DATE: FEBRUARY 14, 2019



RECOMMENDATION

Staff recommends the Board of Directors proceed with the adoption process of Ordinance No. 2019-01 that repeals Ordinance No. 2016-01 and authorizes changes to the District's current fee schedule.

BACKGROUND

On May 18, 2016, the Board of Directors adopted Ordinance No. 2016-01 to update the District's schedule of fees to achieve cost recovery for the delivery of certain Fire Prevention and other District services. Fees for service are authorized pursuant to the *California Health and Safety Code, Section 13916*. Fees shall not exceed the costs reasonably borne by the District in providing the service or enforcing the regulation for which the fee is charged.

Ordinance No. 2016-01 requires an update to reflect new fee categories and the actual the cost of providing such services. Staff also recommends a new methodology for fee calculation that provides a better means to identify the cost of providing such services. The new fee calculation is based upon (activity processing time) + (plan review time) + (field inspection services) + (direct/indirect costs) = fee incurred. The criteria is defined below:

Activity Processing Time: The estimated average time it takes to process an activity, including intake services, data entry, scheduling, and any other work associated with the activity. The fee is calculated at the fully burdened hourly rate for an office support coordinator.

Plan Review Time: The estimated average time it takes to conduct a plan review. The fee is based off the fully burdened hourly rate of the position identified in the assigned duty column.

Field Inspection Services: The estimated field inspection time, including travel time to/from the administrative offices, to conduct the inspection activity. The fee is based from the fully burdened rate of the position identified in the assigned duty column.

Direct/Indirect Costs: These are fully burdened expenses, both labor and non-labor, that are related to the District's agency-wide support services. Labor related support

STAFF REPORT 19-05

services include general administrative services such as Fire Chief, Human Resources, Finance, and Payroll etc. Costs for indirect agency-wide labor are calculated by: (fully burdened labor cost) x (percentage assigned to prevention) x (percentage assigned to the activity). Example - Accounting Specialist: burdened hourly rate (\$48) x percentage assigned to prevention (2%) x percent assigned to activity (65%) = \$1 assigned to the hourly rate for direct/indirect labor costs.

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

The new fee calculation method is modeled in Excel and can be easily updated as required by updating new base numbers.

Reference Number	Item	Assigned Duty	Fee Description	Plan Processing		Plan Review Hourly Rate		Inspection Services Hourly Rate		Total Review & Inspection Time (hrs)	Fully Burdened Direct/Indirect Costs	Total Fee
				Hrs	Fee	Hrs	Fee	Hrs	Fee			

Prevention Staff Positions - Fully Burdened Labor Rate				
Prevention Staff Positions	Annual Salary without Benefits	Hourly Wage without Benefits	Annual Salary/w Benefits	Hourly Wage/w Benefits

Indirect Labor Costs - Administrative Overhead				
Admin Overhead	Annual Salary/w Benefits 01/01/19	Hourly Wage/w Benefits	Percentage to Fire Prevention	Hourly

Direct/Indirect Support Costs			
Budget Category	Annual Cost	Percentage to Fire Prevention	Annual Cost Prevention

Total Overhead Costs - Direct/Indirect Labor and Support Costs				
Administrative Indirect Labor				\$
Direct/Indirect Support Costs				\$ -
Fully Burdened Direct/Indirect Support Costs				\$ -

Actions Required:

1. Board determines if a 2nd reading is scheduled. If not, proceed to next action.
2. Pursuant to *Section 66014 of the California Government Code*, call for a public hearing for the Rancho Santa Fe Fire Protection District concerning the adoption of Ordinance No. 2019-01 which establishes a schedule of fees. The public hearing shall be published in accordance with Health & Safety Code section 13916 and Government Code section 6066s and shall include a general explanation of the matter to be considered.

Attachments:

Attachment A: Administrative Policy and Procedure A100.3, Fire Prevention Services and Fees

This policy describes the procedure for the establishment, collection, and management of fire prevention services and fees. It also details services provided and corresponding fee for service.

Attachment B:

1. **Fire Prevention Services Fees and Calculation Methods**
This worksheet illustrates the methodology upon which hourly time commitments and fees are calculated for fire prevention services.
2. **Fire Prevention Services Fee Cost Analysis**
This schedule details the fully burdened hourly wage and the Direct/Indirect cost analysis.
3. **List of Services and Fee Schedule**
4. **Glossary of Terms**
5. **Agency Comparison**

Attachment C: Ordinance 2019-01

The ordinance that establishes updated fee for services and repeals Ordinance 2016-01.



Rancho Santa Fe Fire Protection District

ADMINISTRATIVE POLICY AND PROCEDURES

FIRE PREVENTION SERVICES FEES AND CALCULATION METHODS

Section: **A100.13**

Date Implemented: **02/14/04**

Date Revised: **01/15/19**

Page: **1 of 2**

FIRE CHIEF: _____

I. PURPOSE:

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

II. RESPONSIBILITY:

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

III. PROCEDURE:

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

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

Section: **A100.13**

Date Implemented: 02-14-04

Date Revised: 01-15-19

Page: 2 of 9

3. **Field Inspection Services:** The estimated field time, including travel time to/from the administrative offices, time to conduct the an inspection activity, and time to provide data entry. The fee is based off the fully burdened rate of the position identified in the assigned duty column.

4. **Direct/Indirect Costs:** These are the fully burned expenses, both labor and non-labor, that are related to the District's agency-wide support services. Labor related support services include general administrative services such as: Fire Chief, Human Resources, Finance, Payroll etc. Costs for indirect agency-wide labor are calculated by: (fully burdened labor cost x percentage assigned to prevention). Example - Accounting Specialist: burdened hourly rate (\$48) x percentage assigned to prevention (2%) x percent assigned to activity (65%) = \$1 assigned to the hourly rate for direct/indirect labor costs.

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

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

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

- G. Fee schedule:

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

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

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

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

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

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

7.7	Expedited Plan Check and/or Overtime Plan Review at discretion of FM per current workload	Overtime plan review = (1.5) x the normal plan check rate												Fee x (1.5)	New Category	NA	
7.8	Reproduction of Fire District Documents	\$5.00 for the first 5 pages, \$.70 for each additional page thereafter												Admin Time, plus materials		NA	
7.9	Reproduction of Fire District Documents on CD	Per CD												Admin Time, plus materials		NA	
7.10	Public Records Request	.10 per copy; Admin time making copies												Admin Time, plus materials		NA	
7.11	Copies of Large Plans (C,D & E Size)	Copies - Building, site plan, Landscaping, Fire Sprinklers and Grading.												Admin Time, plus materials		NA	
7.12	Color Copies Photos	Time, plus \$1.00 per copy												Admin Time, plus materials		NA	
7.13	Documents sent electronically, or accessed via the web site: www.rsf-fire.org	Time, plus materials												Admin Time, plus materials		NA	
7.14	Annexation Fees	Each Acre or Portion thereof												\$1,000	\$1,000	0.00%	
		Each Dwelling Parcel												\$500	\$500	0.00%	
		Each Commercial/Industrial Parcel												\$1,000	\$1,000	0.00%	
7.15	Meeting Facilities - for use of District-owned meeting facilities by members of the general public as noted.	Category 1- not for profit non commercial community services groups which have members who reside in the District (Tax Exempt 501.C.3) - set-up/cleaning fee												\$50	\$50	NA	
7.16	Meeting Facilities - for use of District-owned meeting facilities by members of the general public as noted.	Category 2- all other organizations - set-up/cleaning fee												\$250	\$250	NA	
7.17	Returned Check Fee	Actual cost												Actual Cost		NA	
7.18	Postage/supplies Cost	Services not otherwise specified herein												Actual Cost		NA	
7.19	Other services not listed	Apparatus charge												OES Rate (apparatus, crew, admin rate)		NA	
Reference Number	WEED ABATEMENT AND INSPECTIONS	Fee Description												Review & Inspection Time (hrs)	Fee		
8.1	Weed abatement re-inspection	Conduct legal noticing and re-inspections of a property which remains non-compliant. Fees on third and subsequent inspections	F	0.50	\$21	C	0.00	\$0	C	1.50	\$86	2.00	\$116	\$224	\$214	4.52%	
8.2	Forced weed abatement administrative fee (Expense of abatement Report and Hearing) (Ordinance 15-01)	Includes above, plus work order, description of work, contractor meetings, expense of abatement, inspections, billing, and report. NOTE: 1.5 hours added for Admin billing	F	1.00	\$43	C	0.00	\$0	C	6.00	\$345	7.00	\$406	\$794	\$500	58.80%	
Reference Number	SPECIAL EVENTS AND INSPECTIONS	Fee Description												Review & Inspection Time (hrs)	Fee		
9.2	Temporary Membrane Structures, Tents and Canopies Small 0-5,000 Sq ft	Permit and inspection fee, includes permit, plan review, travel to and from and data entry	F	0.25	\$11	E	0.50	\$30	E	1.25	\$72	2.00	\$116	\$229	\$193	18.56%	
9.3	Temporary Membrane Structures, Tents and Canopies Large over 5,000 Sq ft. *See footnote below	Permit and inspection fee, includes permit, plan review, travel to and from and data entry	F	0.25	\$11	E	0.50	\$17	E	2.00	\$121	2.75	\$160	\$308	\$193	59.38%	
9.4	Special Events (Not including membrane structures, tents and canopies)	Site plan review, site inspection, travel to and from and data entry. NOTE:												Hourly Rate	\$105	NA	
9.5	Pyrotechnics Display *See footnote below	Application review, pre-site inspection, pyrotechnic product inspection and setup, event, post show inspection, travel to and from and data entry. NOTE: Additional standby time will be billed at the Fully burned wage rate.	F	0.50	\$21	A	1.00	\$195	D	2.00	\$115	3.50	\$203	\$534	\$306	74.55%	
9.6	Inspection Cancellation Fee	Failure to cancel field inspection within 24 hours of set appointment (per failure) Inspection shall be cancelled by 7:30 am on the day of the inspection.	F	0.25	\$11	D	0.00	\$0	D	0.50	\$33	0.75	\$44	\$87	\$139	-37.19%	
9.7	Additional Inspection	Includes travel time and additional special event inspection	F	0.25	\$11	D	0.00	\$0	E	1.00	\$66	1.25	\$73	\$149	New Category	NA	
9.8	Expedited Inspection and/or Overtime Inspection	Special event, tent etc.												Overtime Rate	New Category	NA	
Reference Number	RENTAL FEES	Fee Description												Review & Inspection Time (hrs)	Fee		
10.1	Training Tower w/ grounds	No Burn Room (per day)													\$400	\$400	0.00%
10.2	Training Grounds	Per day fee.													\$250	\$200	25.00%

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

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

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

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

Direct/Indirect Support Costs

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

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

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

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

7.14	Annexation Fees	Each Dwelling Parcel	\$500
		Each Commercial/Industrial Parcel	\$1,000
7.15	Meeting Facilities - for use of District-owned meeting facilities by members of the general public as noted.	Category 1- not for profit non commercial community services groups which have members who reside in the District (Tax Exempt (501.C.3) - set-up/cleaning fee	\$50
7.16	Meeting Facilities - for use of District-owned meeting facilities by members of the general public as noted.	Category 2- all other organizations - set-up/cleaning fee	\$250
7.17	Returned Check Fee	Actual cost	Actual Cost
7.18	Postage/supplies Cost	Services not otherwise specified herein	Actual Cost
7.19	Other services not listed	Apparatus charge	OES Rate (apparatus, crew, admin rate)
Reference Number	WEED ABATEMENT AND INSPECTIONS	Fee Description	Fee
8.1	Weed abatement re-inspection	Conduct legal noticing and re-inspections of a property which remains non-compliant. Fees on third and subsequent inspections	\$224
8.2	Forced weed abatement administrative fee (Expense of abatement Report and Hearing) (Ordinance 15-01)	Includes above, plus work order, description of work, contractor meetings, expense of abatement, inspections, billing, and report. NOTE: 1.5 hours added for Admin billing	\$794
Reference Number	SPECIAL EVENTS AND INSPECTIONS	Fee Description	Fee
9.2	Temporary Membrane Structures, Tents and Canopies Small 0-5,000 Sq ft	Permit and Inspection fee, includes permit, plan review, travel to and from and data entry	\$229

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

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

* Additional rate will apply if base rate is exceeded

GLOSSARY OF TERMS

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

Service	RSF Old Fees Effective 2016	RSF New Fees Effective 6/2019	North County Effective 11/2016	Alpine Effective 2017/18	San Miguel Effective 1/2006	San Diego Fire Authority	Carlsbad Effective 2018/19	Oceanside Effective 1/2016	Chula Vista Effective 2017	National City Effective 9/08	Vista Effective 12/13	Poway Effective 1/18	
<p>**NOTE** Service descriptions and fee calculations vary from organization to organization. The table below is a best effort comparison. It does not provide an exact like for like service fee comparison.</p>													
RESIDENTIAL													
New residential construction (up to 3,000 square foot)	\$306	\$373	\$342	\$182	\$304	\$399	\$814	\$222 plus \$222 for resubmittal	Not Listed	Not Listed	19 % of plan check fee	.06 sq. ft. \$250 min	
New residential construction (3,001 -6,000 square foot)	\$306	\$434		\$199									
New residential construction (6,001 -9,000 square foot)	\$306	\$481											
New residential construction (9,001-12,000 square foot) *See footnote below	\$383	\$525											
New residential construction (12,001 square foot and up) *See footnote below	\$383	\$555											
Residential addition or remodel 0-3,000 SF	\$153	\$343											\$182
Residential addition or remodel 9,001-12,000 SF *See footnote below	\$153	\$465											\$199
Residential addition or remodel 12,001 or more *See footnote below	\$153	\$465											
Accessory Dwelling Unit Under 1,200 SF	\$105	\$293											\$289
Building Plans for Barns, Outbuildings, Detached Garages or Detached Outdoor Living Areas *See footnote below	\$105	\$293											

Service	RSF Old Fees Effective 2016	RSF New Fees Effective 6/2019	North County Effective 11/2016	Alpine Effective 2017/18	San Miguel Effective 1/2006	San Diego Fire Authority	Carlsbad Effective 2018/19	Oceanside Effective 1/2016	Chula Vista Effective 2017	National City Effective 9/08	Vista Effective 12/13	Poway Effective 1/18
Commercial												
Commercial		\$440-\$712	\$473	\$319 plus .or Sq. Ft >4500	\$448	\$502	\$475 - \$1,188	\$222	Not Listed	\$700-\$2,500	Varies by occupancy type	50 percent plan review
Fire Protections Systems												
Residential fire sprinkler system, 13D Plan Review for 1 SD	\$230	\$330	\$236	\$160	\$196	NA	\$371	\$1,788	\$480	\$700	\$160	\$265 plus \$152 per inspection
NFPA 13 < 100 HEADS	\$255	\$533	\$447	\$220	\$483	Not listed	\$620	\$1,788	1050 -1935	\$700 - \$2,500	\$598 -\$1,242	\$499 - \$601
Fire Alarm	\$230	\$710 - \$965	\$499 base plus inspections	\$220	\$233 - \$438	Not listed	\$1,265	\$1,219 - \$1,937	\$765 base plus inspections	\$800 - \$2,000	\$368 -920	\$99- \$601 plus
Misc.												
Tent	\$193	\$229 - \$308	\$124	\$63	Not listed	Not listed	\$204 - \$543	\$119	\$160	\$200 - \$400	\$138	\$82 - \$152
Pyrotechnics Display	\$306	\$534	Hourly rate	Hourly rate	\$346	Not listed	\$749 -\$1,290	Overtime Rate	Not listed	\$502 base plus	\$260	\$163
Hourly rate	\$139	Regular = \$124 Overtime = \$150	\$105	\$116	Not listed	\$112	\$136	Not listed	\$160 overtime rate (2) hr. min	Overtime = \$301 hr.	Not listed	\$133

ORDINANCE No. 2019-01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ADOPTING FEES FOR SERVICES BY REFERENCE TO THE CALIFORNIA HEALTH AND SAFETY CODE SECTION 13916 AND SECTION 13919 AND REPEALING ORDINANCE 2016-01.

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

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

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

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

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

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

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

ARTICLE VII. The cost for the provision of said services shall not exceed the costs reasonably borne by the District.

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

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

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

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

ARTICLE XII. Ordinance 2016-01 is hereby repealed.

ARTICLE XIII.

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

First Read at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District of the County of San Diego, California, on the _____ day of _____ 2019. A second reading occurred at a regular meeting on _____ 2019 and a public hearing and final adoption on the ____ day of _____ 2019 by the following roll call vote:

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

James Ashcraft
President

ATTEST

KARLENA RANNALS
Secretary