



**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

May 15, 2019  
1:00 pm PT  
Regular Meeting

*Director Hillgren will participate via teleconference*  
755 Golf Club Way, #A13, Sedona, AZ 86336

May 15, 2019  
1:00 pm MT No DST

**RULES FOR ADDRESSING BOARD OF DIRECTORS**

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

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

Pledge of Allegiance

1. Roll Call
2. Special Presentation
  - a. Recognition will be given to Colton Israels for his quick actions and assistance in saving the life of a citizen during a swift water incident on February 14, 2019.
3. Motion waiving reading in full of all Resolutions/Ordinances
4. 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.

5. Consent Calendar
  - a. Board of Directors Minutes  
Board of Directors minutes of April 18, 2018  
ACTION REQUESTED: **Approve**

b. Receive and File

i. Monthly/Quarterly Reports

(1) List of Demands Check 31304 thru 31401, Electronic File Transfers (EFT), and Wire Transfer(s) for the period April 1 – 30, 2018 totaling:	\$ 220,558.32
Wire Transfer(s) period April 1 – 30, 2018	\$ 372,558.32
Payroll for the period April 1 – 30, 2018	\$ <u>565,281.91</u>
TOTAL DISTRIBUTION	\$1,158,369.46

(2) Budget Review – July 1, 2018 – March 31, 2019

(3) Cash Statement – March 31, 2019

(4) Quarterly Investment Review

(5) Activity Reports – April 2019

i. Operations

ii. Training

iii. Fire Prevention

iv. Correspondence - letters/cards were received from the following members of the public:

▪ LAFCO

ACTION REQUESTED: [Information](#)

c. Acceptance of Donation

Acknowledge receipt of a \$500 donation to Rancho Santa Fe Firefighters Association in gratitude for a response to an emergency call. [Staff Report 19-09](#)

ACTION REQUESTED: [Acknowledge receipt of the donation and forward the monies to Rancho Santa Fe Professional Firefighter Association.](#)

6. Old Business

a. None

7. New Business

a. Article XIII B California Constitution Appropriation Limit

To discuss and/or approve the change in population for the Rancho Santa Fe Fire Protection District appropriations limit [Staff Report 19-10](#)

ACTION REQUESTED: [Select a method to calculate appropriations limit](#)

b. Independent Audit FY19

To discuss and/or select a Financial Auditor for FY19. [Oral report](#)

ACTION REQUESTED: [Select Financial Auditor and authorize the Administrative Manager to execute engagement letter for FY19](#)

8. Public Hearing

a. Ordinance No. 2019-02

Ordinance No. 2019-02 *entitled* an Ordinance of the Rancho Santa Fe Fire Protection District for Vegetation Management, and Declaring Certain Vegetation, and Certain Waste Matter a Public Nuisance, and Providing for the Removal Thereof, and repealing Ordinance 2015-01

ACTION REQUESTED: [A call for public comment \(oral or written\)](#)

9. Resolutions/Ordinance

a. Ordinance No. 2019-02

To discuss and/or adopt Ordinance No. 2019-02 *entitled* an Ordinance of the Rancho Santa Fe Fire Protection District for Vegetation Management, and Declaring Certain Vegetation, and Certain Waste Matter a Public Nuisance, and Providing for the Removal Thereof, and repealing Ordinance 2015-01. [Staff Report 19-11](#)

ACTION REQUESTED: [Adopt](#)

b. Resolution No. 2019-04

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Government Code section 21156 [Staff Report 19-12](#)

ACTION REQUESTED: **Adopt**

c. Resolution No. 2019-05

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2019/2020 Appropriations of Tax Proceeds

ACTION REQUESTED: **Adopt**

d. Resolution No. 2019-06

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Setting Benefit Charges for Fiscal Year 2019/2020

ACTION REQUESTED: **Adopt**

e. Resolution No. 2019-07

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Levies for Special Taxes to be collected on the Tax Roll for Fiscal Year 2019/2020

ACTION REQUESTED: **Adopt**

f. Resolution No. 2019-08

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salaries and Benefits for Management Personnel

ACTION REQUESTED: **Adopt**

10. Oral Report

a. Fire Chief

b. Operations – Deputy Chief

c. Volunteer – Volunteer Recruitment/Retention Coordinator

d. Training – Battalion Chief

e. Fire Prevention – Fire Marshal

f. Administrative/Human Resource Manager

g. Administrative Manager

h. Board of Directors

i. North County Dispatch JPA – Update

ii. County Service Area – 17 – Update

iii. Comments

11. Adjournment

The next regular Board of Directors meeting to be June 19, 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, May 15, 2019  
1:00 pm PT

### CERTIFICATION OF POSTING

I certify that on May 9, 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 May 9, 2019

  
\_\_\_\_\_  
Karlana Rannals  
Board Clerk



**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**Special (in lieu of regular) Board of Directors Meeting**  
**Minutes – April 10, 2019**

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

**REGULAR AGENDA**

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

*Pledge of Allegiance*

Director Stine led the assembly in the Pledge of Allegiance.

1. Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Stine, Tanner (*arrived at 1:22 pm*). *Director Hillgren participated via teleconference*

Directors Absent: None

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

2. 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. *The vote was conducted via roll call.*

3. Public Comment

No one requested to speak to the Board.

4. Consent Calendar

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR MALIN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted. *The vote was conducted via roll call.*

a. *Board of Directors Minutes*

i. Board of Directors minutes of March 13, 2019

b. Receive and File

i. *Monthly/Quarterly Reports*

- 1) List of Demands Check 31190 thru 313039, Electronic File Transfers (EFT) and Wire Transfer(s) for the period March 1 – 31, 2019 totaling: \$ 261,032.62  
Wire Transfer(s) for the period March 1 – 31, 2019 \$ 223,292.47  
Payroll for the period March 1 – 31, 2019 \$ 631,437.15  
TOTAL DISTRIBUTION \$1,115,762.24

2) Activity Reports – March 2019

a. Operations

- b. Training
- c. Fire Prevention
- d. Correspondence – letters/cards were received from the following members of the public:
  - i. Robert & Anita Scott
  - ii. Cecilia
  - iii. Lise and Bill Shanahan

5. Old Business

a. RSF5 Design/Build

Chief Cox summarized the staff report. He also introduced Nathan Complin from Erickson/Hall who attended the meeting to respond to any questions that the board members may have. Chief Cox reminded the board members that after a competitive bid process approximately 18 months ago for the design-build of the Harmony Grove Village Fire Station, Erickson Hall and WLC Architects were selected as the design-build team. The design-build contract was broken into two parts and an estimated Guaranteed Maximum Price (GMP) was set at approximately 6 million dollars for the construction of the station. Now that Erickson Hall publicly bid all trades the final GMP has been set at \$6,678,927. This is not inclusive of permits and utility fees that will be the responsibility of the District to pay for. These costs are estimated to be \$175,000 of which \$22,000 has already been expended. He reported that the approximate \$600,000 over projected costs mainly attributed to:

- a. increased costs due to storm water run-off requirements
- b. increased construction costs over the past twelve (12) months

Although staff has worked diligently to reduce costs without reducing the usability and operating efficiency of the fire station. He summarized the changes that were made to save on costs. He also noted that future savings may be realized during construction due to efficiencies or alternate construction methods. Chief Cox discussed the various options to proceed with the station construction, noting that the next big hurdle is obtaining a permit from the County of San Diego. Staff and Mr. Complin responded to questions from the Board.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR MALIN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN authorized the construction of RSF5 (*Harmony Grove Village Fire Station*) accepting the guaranteed minimum price set at \$6,678,927 for construction; and authorize the President and/or Fire Chief to execute all documents and permits necessary to start construction. *The vote was conducted via roll call.*

6. Public Hearing

a. Ordinance No. 2019-01

President Ashcraft opened the public hearing. The Board Clerk informed the members that no one had submitted any correspondence in favor or protest to the ordinance. There were no requests to speak. President Ashcraft closed the public hearing.

7. New Business

a. *Surplus of Equipment*

Chief Cox summarized the staff report and reports that vehicle ID 0384 is 16 years old, and has been used by several staff positions, most recently the Fire Services Assistant. With the purchase of a replacement pickup truck last year, this vehicle is no longer needed. A preferred vendor, Fire Etc., has offered to pay \$2400 cash for the vehicle. He noted that this is more than the District would receive then sending it to a County Auction. He responded to questions from the board.

MOTION BY DIRETOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN (*the vote was conducted via roll call*) to authorize the surplus and sale of vehicle ID 0384 to Fire Etc. for \$2,400 in cash.

8. Resolution/Ordinance

a. *Ordinance No. 2019-01*

Chief Cox informed the Board that this is the final reading to update the fee ordinance. He noted that there were no modifications to the proposed ordinance language from the last meeting, in which the ordinance was discussed. He recommended that the Board proceed with the adoption process and the effective date, if adopted is June 1, 2019.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, and APPROVED Ordinance No. 2019-01 *entitled* an Ordinance 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 on a roll call vote:

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

President Ashcraft requested that the board clerk publish a *Notice of Ordinance Adoption* pursuant to all applicable codes.

b. *Ordinance No. 2019-02*

Chief Cox summarized the staff report provided. He noted that the staff has been discussing numerous ways to improve life safety and property protection measures. Staff has recommended several changes to the current ordinance that include (1) removing dead and dying vegetation between 50 and 100 feet from a building; (2) removing combustible mulch; (3) increasing roadside vegetation clearance for severe fire hazard areas and evacuation routes; and (4) clarification for vacant parcels and defensible space along property lines.

The board discussed with staff their desire that the District's ordinance be stringent enough for the District's standards to protect ourselves and structures, even if it exceeds the national standards. Chief Cox ensured the board that the ordinance language will meet their intent.

The board agreed to schedule the public hearing and ordinance adoption for May 15, 2019; and requested that the board clerk notice the meeting for the scheduled actions pursuant to all applicable codes.

9. Oral Report

a. Fire Chief

i. District Activities

1. He reported that the annual weed abatement letter has been mailed, noting that this year the packet did not include the evacuation map.
2. CalFire is performing the defensible space inspections and they are occurring in the Fairbanks Ranch area. If there are potential violations, CalFire will notify the district. They are also working with the Escondido Creek Conservancy on vegetation management.
3. The Dispatch tenant improvements are currently on hold.

b. *Operations – Deputy Chief*

Chief McQuead distributed a handout with photos for a significant fire incident in San Marcos; and he distributed the seasonal weather outlook.

c. *Volunteer – Volunteer Recruitment & Retention Coordinator*

VRRS Twohy reported that the volunteers donated 1,557 hours the previous month. He also complimented the personnel at RSF6 for saving costs in doing some landscape and parking lot improvements themselves.

d. *Training – Battalion Chief*

Chief Sherwood reported that all scheduled training, approximately 1,800 hours was completed. Two new hires will start on April 16. He attended a grant training in which there are new opportunities to apply for grants to fund training. Also, five personnel attended the Emergency Vehicle Operations Course (EVOC) training, which provides advanced driving skills.

e. *Fire Prevention – Fire Marshal*

Brandon Closs, Fire Prevention Specialist demonstrated a new software that staff is using to assist in the weed abatement tasks. FM Donner reviewed the previous month's statistics noting that there was a child bitten by a rattle snake in the 4S Ranch area. The District's Public Education Coordinator has distributed a PSA about snakes.

f. *Administrative/Human Resource Manager*

Ms. DeAvila reported on the following:

1. Curtis Benz has promoted to Engineer
2. All personnel have completed the Workers' Compensation training.

g. *Administrative Manager*

Ms. Rannals reported on the following:

1. Recognition Dinner – April 13, 2019: a reminder of the upcoming dinner

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

April 10, 2019

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2. She has been notified that Paul Kaymark, CPA, the District's previous auditor has reengaged in an auditing firm in Murrieta. She asked the board if they are interested in discussing the audit firm for the FY19 year at the May meeting. She was requested by the Board to put the matter on the agenda for May 15 for discussion.
  3. Bell of Distinction – the presentation is scheduled for June 26.
- h. *Board of Directors*
1. North County Dispatch JPA – Update: Director Ashcraft – no report
  2. County Service Area 17 Update; No report; however, Director Hillgren reminded Director Stine that he attends the May meeting as she is not available.
  3. Comments
    - a. Stine – informed the Board that the Rancho Santa Fe Fire District Foundation will have their inaugural fundraising event on May 18 from 4-8pm in the courtyard of the Cielo Village Plaza.
    - b. Tanner – he made an inquiry about the status of Julian FPD. He also reported that Chief Cox will meet with the CSD.

Adjournment

Meeting adjourned at 2:39 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President

31304	\$1,200.00	Accme Janitorial Service Inc	Building ADMIN
31305	\$106.67	Allstar Water Systems Inc	Building ADMIN
31306	\$345.52	AT&T Calnet 2/3	Telephone RSF, ADMIN
31307	\$204.22	Complete Office of California Inc	Office Supplies
31308	\$1,861.26	Compressed Air Specialties Inc	BA Compressor Maintenance
31309	\$500.00	Dr. H.Leon Brooks	Legal Services
31310	\$92.34	Flyers Energy, LLC	Fuel: Gasoline & Diesel
31311	\$283.30	Guardian Life Insurance Co	Medical Insurance
			Apparatus: Tool/Equipment Replacement, Radio Batteries, Station
			Maintenance, Fuel: Propane (Cooking), Safety Equip
31312	\$1,221.85	Home Depot, Inc	Dispatching
31313	\$27,333.90	NCDJPA	Elec/Gas/Propane RSF5
31314	\$730.00	Power Plus!	Water RSF5
31315	\$190.08	Rincon Del Diablo Municipal Water Di	Fuel: Gasoline & Diesel
31316	\$2,773.29	SoCo Group Inc	Building RSF2
31317	\$66.00	Terminix International	Postage
31318	\$1,068.61	Transamerican Mailing & Fulfillment	Shipping Service
31319	\$16.45	U P S	Uniforms: RSF6 (Volunteer)
31320	\$2,142.05	Uniforms Plus	Building RSF6
31321	\$365.00	Vortex Industries, Inc.	Building RSF4
31322	\$593.41	Aair Purification Systems	Safety: Breathing Air
31323	\$136.13	Airgas Inc	Telephone RSF
31324	\$1,258.15	AT&T Calnet 2/3	Station Maintenance - RSF3
31325	\$95.00	B & B Appliance Service Dept	Outside Printing & Binding
31326	\$343.18	Blend	Computer Equipment/Parts
31328	\$89.12	CDW Government Inc.	800 MHz Network Admin Fees
31329	\$3,150.50	County of SD/RCS	CAP Code Paging Service-Monthly Service
31329	\$3,150.50	County of SD/RCS	Trash RSF
31331	\$413.36	EDCO Waste & Recycling Inc	Building RSF2
31332	\$211.00	Engineered Mechanical Services Inc	Consulting Services
31333	\$6,760.00	Erwin Willis DBA WinTech Computer Se	CSA-17 Contract
31334	\$1,935.00	ESSC Inc.	Legal Services
31335	\$2,460.00	Fitch Law Firm Inc	Station Maintenance - RSF2
31336	\$83.98	Griffin Hardware Co.	Ladder Testing
31337	\$2,156.70	Justin Hill DBA FailSafe Testing LLC	

31338	\$194.11	Konica Minolta Business Inc	Copier Maintenance Contract
31339	\$433.30	Metro Fire & Safety Inc	Safety: Extinguishers (Service & Purchas
31340	\$6,690.41	North County EVS Inc	Scheduled & Repair Apparatus
31341	\$3,243.56	Olivenhain Municipal Water District	Water RSF, Water Training Facility
31342	\$2,813.09	Parkhouse Tire, Inc.	Apparatus: Tires & Tubes
31343	\$223.12	San Diego Union-Tribune, LLC	Advertising
31344	\$612.25	Santa Fe Irrigation District	Water RSF1
31345	\$3,089.42	SDG&E	Elec/Gas/Propane RSF
31346	\$1,883.03	SoCo Group Inc	Fuel: Gasoline & Diesel
31347	\$544.99	Time Warner Cable	Telephone ADMIN
31348	\$16.45	U P S	Shipping Service
31349	\$10,864.68	U S Bank Corporate Payment System	Cal-Card./IMPAC program
31350	\$201.14	Uniforms Plus	Uniforms: Administration
31351	\$1,871.02	United Site Services	Sewer RSF
31352	\$2,464.28	Waste Management Inc	Trash RSF
31353	\$4,543.78	About Service Inc	Repair Apparatus
31354	\$365.18	Advanced Communication Systems Inc	Radio (Mobile Repair)
31355	\$298.75	AT&T Calnet 2/3	Telephone RSF, ADMIN
31356	\$696.92	California Health & Safety Inc	SCBA Maint & Repair/ Flow Test/ Hydro Te
31357	\$1,073.04	CrewSense, LLC	Scheduling (Crewsense) Maintenance
31358	\$685.00	County of San Diego	RSF5 Station Design/Build- Permits
31359	\$486.00	Door Service & Repair Inc	Building RSF4
31360	\$2,346.25	Engineered Mechanical Services Inc	Building RSF
31361	\$47,487.98	Erickson-Hall Const Co Inc	RSF5 Station Design/Build
31362	\$619.00	Konica Minolta Business Inc	Copier Maintenance Contract
31363	\$750.00	McVey, Craig A	Miscellaneous Reimbursable
31365	\$269.46	Pitney Bowes Inc	Equipment Rental
31366	\$70.00	RSF Mail Delivery Solutions	Mail Delivery Service
31367	\$1,046.47	San Dieguito Trophy Inc	Awards/Proclamations
31368	\$3,208.75	Scott Davis	Programming - Computer & Software FP/PR
31369	\$7,722.02	SDG&E	Elec/Gas/Propane RSF, ADMIN
31370	\$2,525.72	SoCo Group Inc	Fuel: Gasoline & Diesel
31371	\$40.00	State Fire Training	Permit: Certification
31372	\$40.00	State Fire Training	Permit: Certification

31373	\$64.00	State of CA Dept of Justice	Background Investigation
31374	\$133.39	Time Warner Cable	Cable - RSF, Admin
31375	\$494.23	TPx	Telephone ADMIN
31376	\$16.45	U P S	Shipping Service
31377	\$326.89	Uniforms Plus	Uniforms: Safety Personnel
31379	\$2,319.86	All Star Fire Equipment, Inc.	Safety Clothing (Protective)
31380	\$447.06	AT&T	Cable, Telephone RSF1
31381	\$168.45	AT&T	Telephone RSF
31382	\$1,298.50	C.A.P.F.	Disability Ins Short & Long
31384	\$41.07	Compressed Air Specialties Inc	BA Compressor Maintenance
31385	\$652.02	COR Security Inc	Building RSF3
31386	\$1,305.64	Direct Energy Business-Dallas	Elec/Gas/Propane RSF1
31388	\$5,200.00	Engineered Mechanical Services Inc	Building RSF3
31389	\$151.35	Flyers Energy, LLC	Fuel: Gasoline & Diesel
31390	\$4,867.08	Guardian Life Insurance Co	Medical Insurance
31391	\$913.05	Home Depot, Inc	Station Maintenance, Radio Batteries
31392	\$694.00	Liebert Cassidy Whitmore	Legal Services
31393	\$1,267.66	Lincoln National Life Ins Co	Life Insurance/EAP
31394	\$730.00	Power Plus!	Elec/Gas/Propane RSF5
31395	\$90.41	San Diego Union-Tribune, LLC	Advertising
31396	\$500.00	SoCal-FPO	FP - Local Conference/Seminars
31397	\$5,147.82	SoCo Group Inc	Fuel: Gasoline & Diesel
31398	\$383.00	Terminix International	Building RSF, ADMIN
31399	\$4,518.41	Transamerican Mailing & Fulfillment	Outside Printing & Binding
31400	\$16.45	U P S	Shipping Service
31401	\$2,614.81	Uniforms Plus	Uniforms: Safety Personnel, Prevention
EFT000000000495	\$663.64	Rannals, Karlena	Awards/Proclamations
EFT000000000498	\$200.00	Slattery, Brian Y	CSA-17 Contract
EFT000000000499	\$200.00	Ender, Cory M.	CSA-17 Contract
EFT000000000500	\$607.50	Cooper, Correy	Education/Training Reimbursement
EFT000000000501	\$675.00	Reyes, Sandra N.	Education/Training Reimbursement
MISC	\$11,065.75	Various	Medical Reimbursement
<b>Subtotal</b>	<b>\$220,529.23</b>		

## Rancho Santa Fe Fire Protection District

ACH Transfer	\$150,809.66	CalPERS
ACH Transfer	\$69,246.41	CalPERS
ACH Transfer	<u>\$152,502.25</u>	CalPERS
<b>Subtotal</b>	<b>\$372,558.32</b>	

4/15/2019	364,485.66	RSFFPD
4/30/2019	<u>200,796.25</u>	RSFFPD
<b>Subtotal</b>	<b>\$565,281.91</b>	

<b>Total</b>	<b><u>\$1,158,369.46</u></b>
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## List of Demands - Apr 2019

Mar 2019 Ret  
May 2019 Health  
Apr 2019 Ret

Payroll  
Payroll

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FISCAL YEAR 2018**  
 July 1 thru March 31, 2019  
 FY19Q3

<b>PERSONNEL COSTS</b>	<b>BUDGET</b>		<b>ESTIMATED</b>		<b>% OF BUDGET</b>
	<b>EXPENDITURES</b>		<b>EXPENDITURES</b>		
		<b>FY19</b>		<b>FY19</b>	
Salaries/Wages - Staff	\$	7,340,567	\$	5,369,507	73%
Overtime	\$	1,481,020	\$	1,238,810	84%
Holiday Pay	\$	245,028	\$	222,140	91%
Labor (Temporary)	\$	75,380	\$	89,148	118%
Retirement	\$	1,730,930	\$	1,253,330	72%
CalPERS UAL - Accelerated Payment	\$	961,673	\$	961,651	100%
Health Insurance + HRSA	\$	1,578,680	\$	1,101,539	70%
Life Insurance/Long Term Disability	\$	39,178	\$	23,481	60%
Social Security Tax	\$	5,108	\$	5,645	111%
Medicare Tax	\$	132,059	\$	101,619	77%
Unemployment Insurance	\$	15,855	\$	9,528	60%
Workers' Compensation/Wellness	\$	216,326	\$	542,801	251%
<b>PERSONNEL (Subtotal)</b>	<b>\$</b>	<b>13,821,804</b>	<b>\$</b>	<b>10,919,197</b>	<b>79%</b>

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FISCAL YEAR 2018**  
July 1 thru March 31, 2019

<b>CONTRACTURAL</b>	<b>BUDGET</b>		<b>ESTIMATED</b>		<b>% OF</b>
	<b>EXPENDITURES</b>		<b>EXPENDITURES</b>		
		<b>FY19</b>		<b>FY19</b>	<b>BUDGET</b>
Administrative Fees	\$	221,568	\$	64,347	29%
Advertising	\$	1,500	\$	1,055	70%
Association Dues	\$	13,452	\$	11,432	85%
Building/Facility Lease	\$	29,520	\$	24,617	83%
Dispatching	\$	182,226	\$	156,078	86%
Equipment Rental	\$	1,500	\$	808	54%
Equipment Repair	\$	36,527	\$	14,909	41%
Insurance	\$	111,115	\$	105,798	95%
Laundry Service	\$	350	\$	-	0%
Legal Services	\$	44,130	\$	28,289	64%
Local Meeting/Meal Expense	\$	8,899	\$	6,197	70%
Mileage Reimbursement	\$	700	\$	116	17%
Other Contractual Services	\$	194,739	\$	255,228	131%
Other Professional Services	\$	167,572	\$	127,671	76%
Permits	\$	11,520	\$	9,980	87%
Service Agreements	\$	67,724	\$	23,518	35%
Soil Contamination Cleanup	\$	-	\$	-	0%
Subscriptions	\$	1,500	\$	789	53%
Training	\$	226,992	\$	51,138	23%
Utility-Cable/Internet	\$	5,903	\$	3,955	67%
Utility-Electricity	\$	169,426	\$	128,516	76%
Utility-Sewer	\$	36,678	\$	25,307	69%
Utility-Telephone	\$	80,074	\$	52,607	66%
Utility-Trash	\$	31,562	\$	26,189	83%
Utility-Water	\$	33,314	\$	21,987	66%
Vehicle Maintenance (Scheduled)	\$	93,200	\$	31,613	34%
Vehicle Repair	\$	147,550	\$	121,814	83%
<b>Contractual Services (Subtotal)</b>	<b>\$</b>	<b>1,919,240</b>	<b>\$</b>	<b>1,293,959</b>	<b>67%</b>

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FISCAL YEAR 2018**  
 July 1 thru March 31, 2019

<b>MATERIALS &amp; SUPPLY</b>	<b>BUDGET</b>		<b>ESTIMATED</b>		<b>% OF</b>
	<b>EXPENDITURES</b>		<b>EXPENDITURES</b>		
		<b>FY19</b>		<b>FY19</b>	<b>BUDGET</b>
Apparatus	\$	39,879	\$	23,485	59%
Apparatus - Computers	\$	1,614	\$	34	2%
Audio Visual	\$	350	\$	-	0%
Books	\$	3,932	\$	1,004	26%
Cellular	\$	2,000	\$	1,014	51%
Computer	\$	80,730	\$	33,890	42%
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	\$	59,722	92%
Furnishings/Equipment	\$	16,432	\$	3,971	24%
Grants	\$	-	\$	-	0%
Hydrant Maintenance	\$	2,000	\$	1,252	63%
Janitorial	\$	10,201	\$	9,128	89%
Knox Replacement	\$	5,000	\$	4,602	92%
Landscape	\$	2,000	\$	303	15%
Lumber/Screws/Nails	\$	200	\$	109	55%
Maps	\$	750	\$	1,944	259%
Medical Supplies	\$	49,594	\$	12,510	25%
Miscellaneous	\$	2,250	\$	10,140	451%
Office - General	\$	35,761	\$	13,850	39%
Paint	\$	100	\$	-	0%
Program - Supplies (CERT)	\$	2,500	\$	613	25%
Public Education	\$	18,500	\$	4,602	25%
Radio	\$	64,645	\$	23,102	36%
Rock, Sand, Gravel	\$	1,000	\$	261	0%
Safety	\$	90,947	\$	60,247	66%
Special Events & Awards	\$	8,000	\$	3,366	42%
Station Maintenance	\$	61,143	\$	14,710	24%
Station Supplies/Replacements	\$	6,850	\$	6,289	92%
Street Signs & Markers	\$	750	\$	1,055	141%
Tools	\$	944	\$	557	59%
Training (Expendable Supplies)	\$	7,677	\$	3,979	52%
Uniforms	\$	48,200	\$	13,042	27%
<b>Material &amp; Supplies (Subtotal)</b>	<b>\$</b>	<b>645,481</b>	<b>\$</b>	<b>320,427</b>	<b>50%</b>

**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**OPERATING EXPENDITURES FOR FISCAL YEAR 2018**  
 July 1 thru March 31, 2019

<b>OPERATING COST SUMMARY</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>% OF BUDGET</b>
	<b>EXPENDITURES</b>	<b>EXPENDITURES</b>	
	<b>FY19</b>	<b>FY19</b>	
Personnel	\$ 13,821,804	\$ 10,919,197	79%
Contractual	\$ 1,919,240	\$ 1,293,959	67%
Material & Supply	\$ 645,481	\$ 320,427	50%
Prior Year Expense	\$ -	\$ 3,260	
Depreciation	\$ 802,658	\$ 577,649	72%
<b>TOTAL COSTS</b>	<b>\$ 17,189,183</b>	<b>\$ 13,114,493</b>	<b>76%</b>
<b>CAPITAL and PLANNED PROJECTS-Cash Expenses</b>	<b>Additional Cash</b>		<b>% OF BUDGET</b>
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	
<b>Total Capital and Planned Projects</b>	<b>\$ -</b>	<b>\$ 289,601</b>	<b>0%</b>

## Statement of Cash Assets

Rancho Santa Fe Fire Protection District  
FY2019

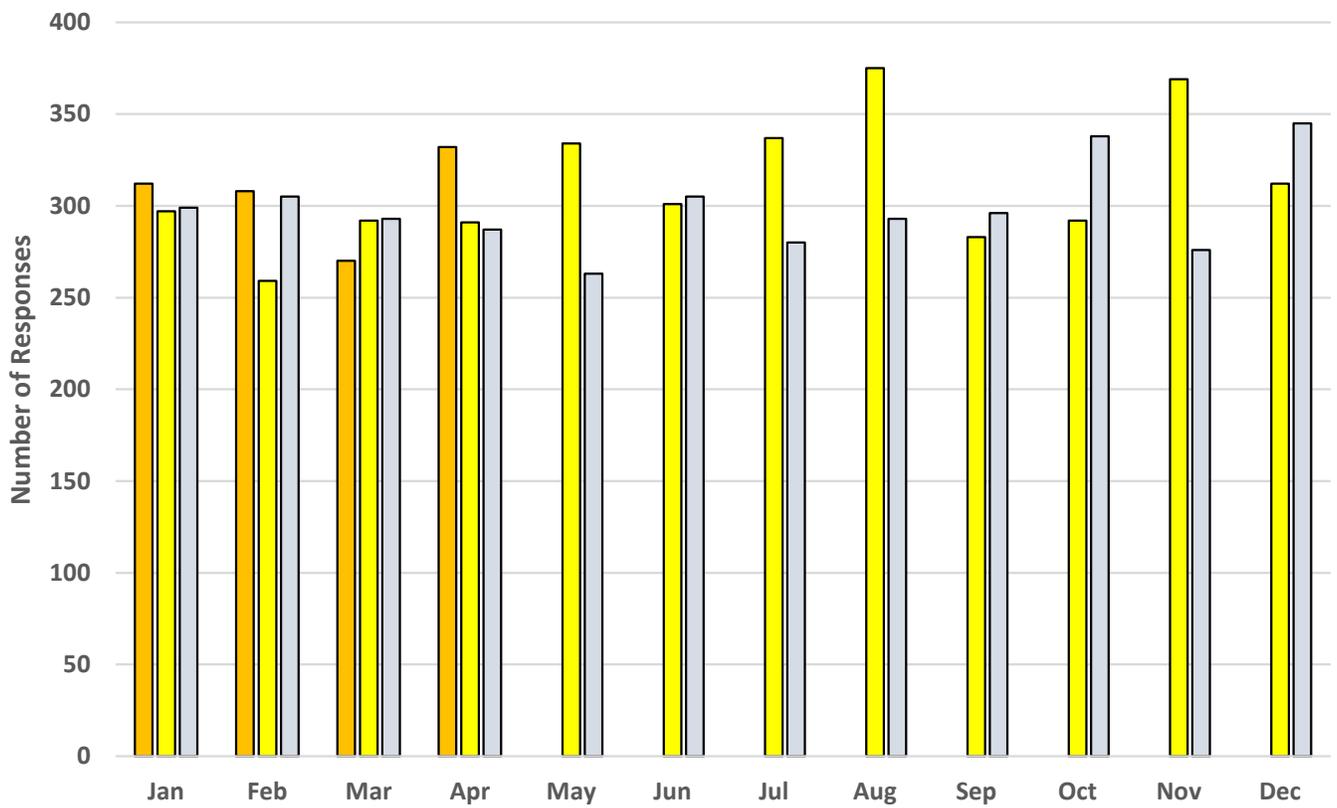
	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19
<b>Assets</b>					
Current Cash & Investments	16,616,670	12,338,255	13,129,883	13,258,804	
Accounts Receivable	<u>461,184</u>	<u>311,699</u>	<u>137,435</u>	<u>103,824</u>	
Current Assets Total	17,077,854	12,649,954	13,267,318	13,362,628	
 Fixed & Restricted Assets (Excluded)					
 Intangible Assets (DIR - Pension Excluded)					
Reserved Funds with Restrictions	5,273,021	5,277,805	5,336,675	5,434,308	
Accumulated Depreciation (Excluded)	-	-			
Current Cash Assets Total	<u><u>22,350,875</u></u>	<u><u>17,927,759</u></u>	<u><u>18,603,993</u></u>	<u><u>18,796,936</u></u>	
 <b>Liabilities</b>					
Current & Accrued Liabilities					
Current Liabilities	2,376,923	1,586,215	1,547,748	1,568,606	
Accrued Liability Payable	1,241,631	1,291,888	1,124,853	1,619,305	
Other Liabilities					
Net Pension Liabilities (GASB 68)	<u>11,185,827</u>	<u>11,185,827</u>	<u>11,185,827</u>	<u>11,185,827</u>	
Total Current Liabilities	<u><u>14,804,381</u></u>	<u><u>14,063,930</u></u>	<u><u>13,858,427</u></u>	<u><u>14,373,738</u></u>	
Long-Term Debt					
ESTIMATED Cash Available	<u><u>7,546,494</u></u>	<u><u>3,863,829</u></u>	<u><u>4,745,566</u></u>	<u><u>4,423,198</u></u>	
<b>Additional Information - Reserve Allocation</b>					
Reserve - Specified					
Total Reserve - Specified (Restricted)	5,089,435	5,089,435	5,154,366	4,961,863	
Reserve - Unspecified					
Total Reserve - Unspecified	12,157,663	9,702,633	12,767,564	13,281,112	
Cash Reserves (Deficit) Subtotal	(4,611,169)	(5,838,804)	(8,021,998)	(8,857,914)	
Profit & Loss Net - FY19	<u>545,002</u>	<u>(3,770,982)</u>	<u>(3,169,219)</u>	<u>(3,683,773)</u>	
Cash Reserves (Deficit) - Total	(4,066,167)	(9,609,786)	(11,191,217)	(12,541,686)	
Net Pension Liability - <i>added back in</i>	<u>11,185,827</u>	<u>11,185,827</u>	<u>11,185,827</u>	<u>11,185,827</u>	
Cash Reserves (Deficit)	7,119,660	1,576,041	(5,390)	(1,355,859)	
MIT Fund Fund Cash Balance	1,776,683	1,885,812	2,054,431	2,151,413	

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
<b>FY16</b>												
9/30/2015	9,116,014	0.4829996	11,007.58	2,507,708	0.3200	2,019.12	68,654.93	0.000200	3.47			
12/31/2015	7,972,012	0.6895760	13,743.27	2,509,727	0.3700	2,322.84	68,654.40	0.000200	3.47			
3/31/2016	10,342,559	0.5567656	14,395.95	2,512,050	0.4600	2,899.70	68,661.81	0.000200	3.41			
6/30/2016	11,809,274	0.5734904	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	0.4250	\$ 10,663.20	Annual Rate	0.000200	\$ 13.77	Avg Share Value	0.000000	\$ -
<b>FY17</b>												
9/30/2016	9,720,648.93	0.8724112	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	0.8595436	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	1.1716696	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	1.1928740	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	0.7450	\$ 18,785.51	Annual Rate	0.000200	\$ 13.69	Avg Share Value	10.092500	\$ 39,851.08
<b>FY18</b>												
9/30/2017	11,283,998.32	1.2560640	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	1.4034516	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	1.5573432	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	1.8367020	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	1.4200	\$ 36,237.84	Annual Rate	0.000200	\$ 13.76	Avg Share Value	9.9575	\$ 75,196.37
<b>FY19</b>												
9/30/2018	11,203,912.76	1.9510032	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	2.1843072	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	11,076,620.72	2.3695484	65,616.48	2,603,011.83	2.5500	16,328.23	68,703.04	0.000200	3.39	4,678,072.90	10.000000	25,820.64
6/30/2019												
	Annual Rate	2.1682863	\$ 169,432.03	Annual Rate	2.3700	\$ 45,945.39	Annual Rate	0.000200	\$ 10.33	Avg Share Value	9.9367	\$ 75,657.91

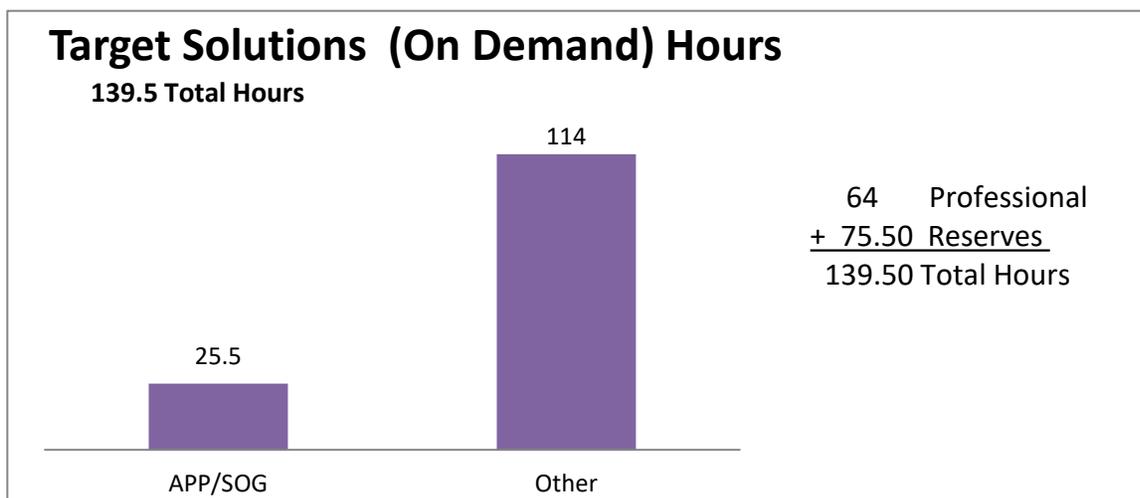
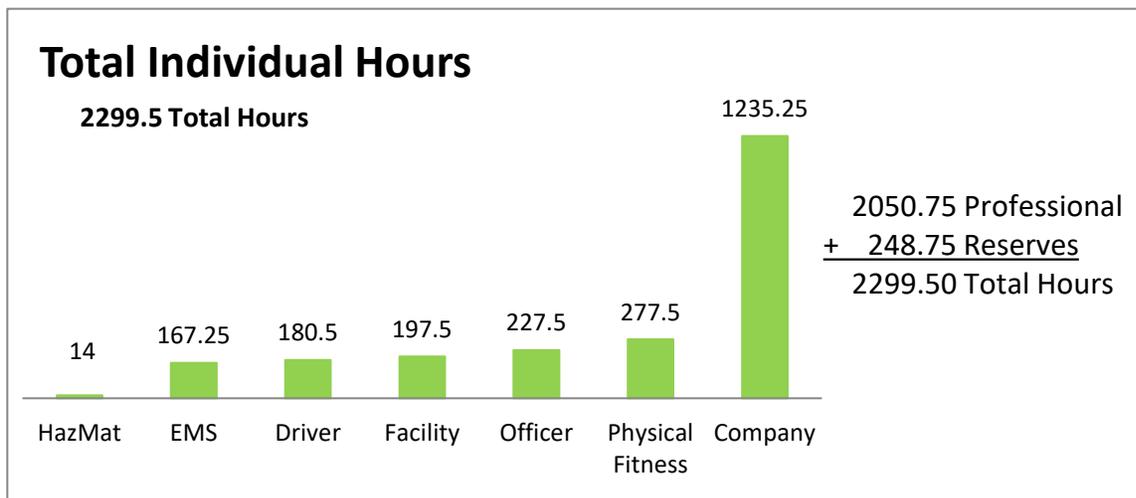
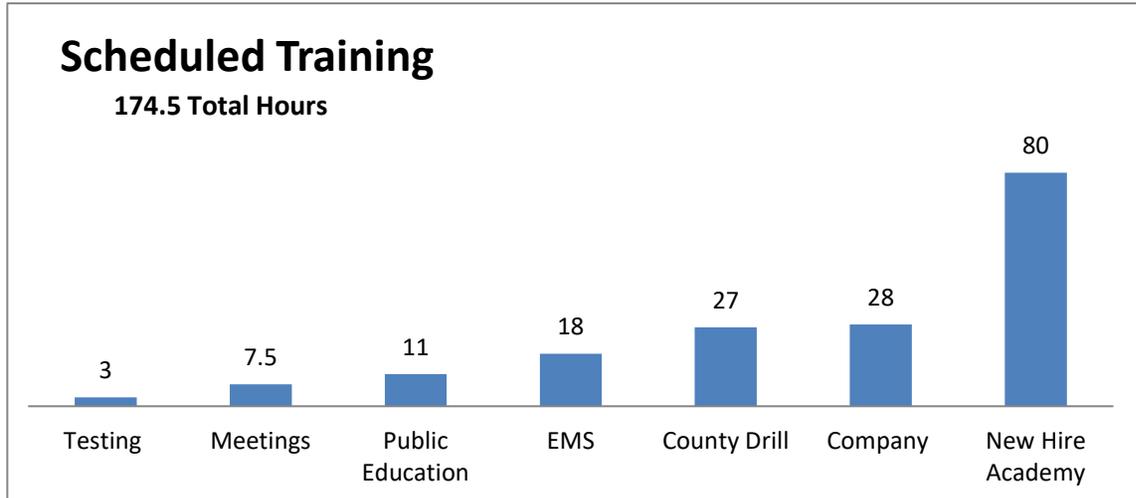
### 3 Year Monthly Response Comparison

2019 2018 2017



# Training Division

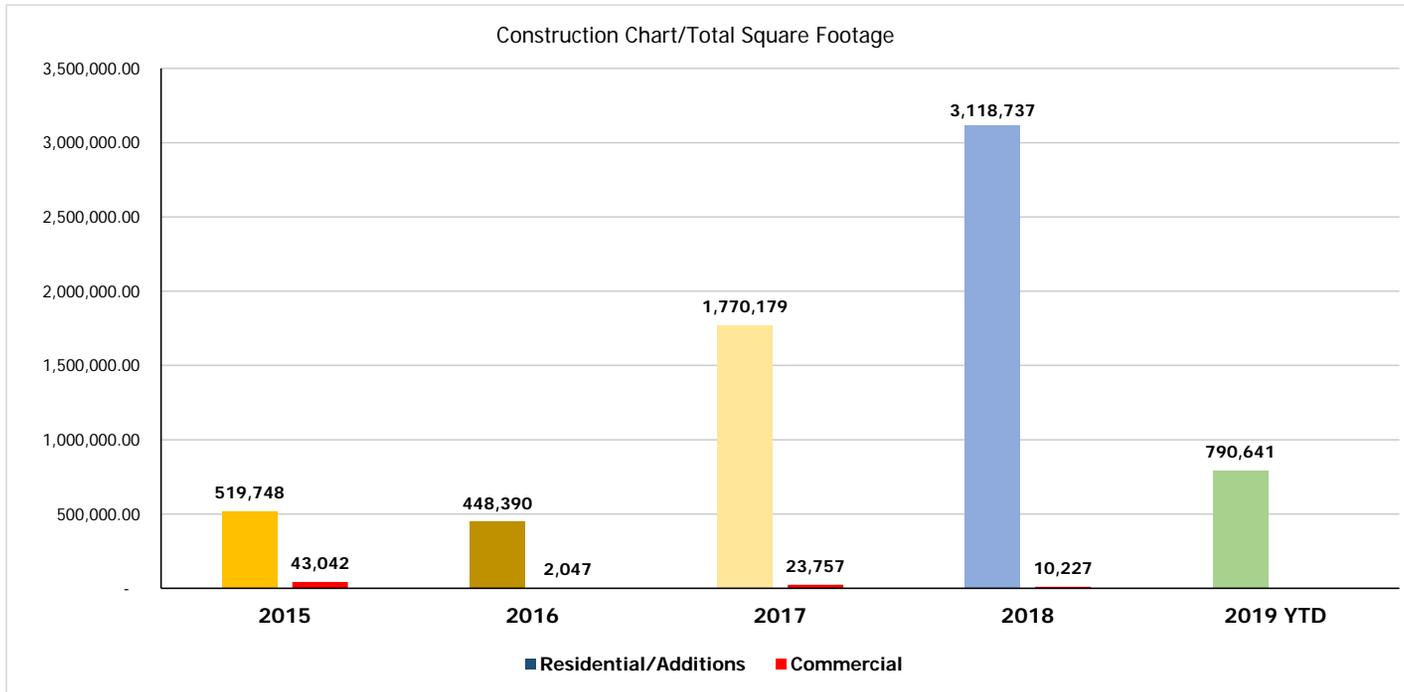
## April 2019



## Training Division - Descriptions

<b>Scheduled Training</b>		
<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>		
<b>Total Individual Hours - 6 Subjects</b>		
<b>Subject</b>	<b>Definition</b>	<b>Examples</b>
<b>Company</b>	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.
<b>Driver</b>	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.
<b>Facility</b>	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
<b>HazMat</b>	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.
<b>Officer</b>	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.
<b>EMS</b>	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
<b>Mandated Hours</b>		
<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**  
 April 2019



Year	Res/Add	Comm	Total
2015	519,748	43,042	562,790
2016	448,390	2,047	450,437
2017	1,770,179	23,757	1,793,936
2018	3,118,737	10,227	3,128,964
2017 YTD	174,675	-	174,675
2018 YTD	332,622	600	333,222
2019 YTD	790,641	-	790,641

**Comparison 2018/2019 Total New Square Footage Only**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2018</b>	186,961	62,170	46,643	37,448	69,972	1,361,554	344,679	50,736	212,489	181,371	129,141	445,800
<b>2019</b>	226,965	152,727	230,511	180,438								

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

PLAN REVIEWS				
Plan Type	No. of Reviews	Resubmittals	No. of Structures	Approved New SQFT (Mit Fees)
New Residential	38	9	54	179,138
Additions/Remodels	5	2	4	612
New Commercial	-	-	-	-
Commercial T.I.	3	1	-	688
Tents/Special Events	1	-	-	-
Rack Storage	-	-	-	-
Preliminary	5	1	-	-
Fire Suppression Systems	22	6	-	-
Alarms	4	-	-	-
Landscaping	12	8	-	-
Grading/Mylars/Improvement Plans	1	-	-	-
Underground	2	-	-	-
Hood System	-	-	-	-
Tanks	-	-	-	-
Cell Sites	-	-	-	-
DSS/CCL	-	-	-	-
DPLU	-	-	-	-
Solar Panels	1	-	-	-
High Piled Storage	-	-	-	-
High Hazard/Communications/Other	4	-	-	-
Spray Booth	-	-	-	-
<b>TOTAL</b>	<b>98</b>	<b>27</b>	<b>58</b>	<b>180,438</b>
<b>TOTAL PLAN REVIEWS:</b>	<b>125</b>			

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

<b>REPORTS</b>	
<b>Report Type</b>	<b>No. of Reviews</b>
Fire Protection Plans	-
Technical Reports	-
<b>TOTAL</b>	<b>-</b>

<b>INSPECTIONS</b>	
<b>Inspection Type</b>	<b>No. of Inspections</b>
Alarms	5
Fire Supression Systems	22
Building Construction	58
Landscaping	10
Tent/Special Event	4
Gates/Knox	1
Site Visit	8
Technical Report/FPP	1
Underground	2
Annual Inspection	3
Other	1
<b>TOTAL</b>	<b>114</b>

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

SPECIAL PROJECTS	
Project Type	No. of Projects
Grants	-
GIS	2
Forms (Updates/New)	-
Project Research	-
Computer Programming/I.T.	4
Emergency Response Support	-
Annual Mailer (Weed Abatement)	1
Board Report Formating/ Design	1
Conference Call w/ Steve Fitch	-
Weed Abatement Ordinance	1
<b>TOTAL</b>	<b>9</b>

MEETINGS	
Meeting Type	No. of Meetings
H.O.A	2
On-Site Project Meetings	8
In-Office Project Meetings	17
Weed Abatement	23
County	-
Code Development	1
Support/I.T. Development	-
San Diego County FPO's	1
Community Stakeholder Meetings	4
Other	30
<b>TOTAL</b>	<b>86</b>

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

<b>TRAINING/EDUCATION</b>	
<b>Class Name</b>	<b>Dates</b>
Heartsaver CPR Class	4/22/19-4/23/19
Workers Comp	4/4/2019-4/5/19
<b>TOTAL</b>	<b>2</b>

<b>PREVENTION / PUB ED</b>	
<b>Activity</b>	<b>Number</b>
Phone Calls	442
Emails	1,917
<b>TOTAL</b>	<b>2,359</b>

<b>WEED ABATEMENT</b>	
<b>Activity</b>	<b>No. of Inspections</b>
Weed Abatement Inspection	62
Weed Abatement Reinspection	117
1st Notice	60
2nd Notice	23
Final Notice	9
Posting	-
Forced Abatement	-
<b>TOTAL</b>	<b>271</b>

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

<b>ADMINISTRATIVE SERVICES/OFFICE SUPPORT</b>	
Activity	No. Completed
Phone Calls	786
Correspondence	985
Walk in/Counter	393
Knox Application Request	5
Burn Permits	1
Plan Accepted/Routed	125
Special Projects	5
Scanning Documents/Electronic Files	500
Meetings: Admin/Prevention/Admin Shift	15
Post Office Runs	-
Deposit Runs/Preparations	25
<b>TOTAL</b>	<b>2,840</b>

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

<b>SOCIAL MEDIA</b>				
<b>Social Media</b>	<b>Followers</b>	<b>Posts</b>	<b>Likes/Comments</b>	<b>Reach</b>
Facebook	1,530	9	1,594	8,715
Instagram	1,198	7	642	
Twitter	3,631	12	361	25,400
<b>TOTAL</b>	<b>6,359</b>	<b>28</b>	<b>2,597</b>	<b>34,115</b>

<b>COMMUNITY OUTREACH</b>	
<b>Event</b>	<b>Participants</b>
4S Ranch Egg Hunt	700
Birthday Party Visit	12
FPW Pizza Party	64
Science Discovery Day	60
Fire Engine to Target Solutions	16
<b>TOTAL</b>	<b>852</b>

<b>CAR SEATS</b>	
Car Seats Installed	4
<b>TOTAL:</b>	<b>4</b>

<b>EDUCATIONAL MATERIALS</b>	
<b>Name</b>	<b>Topic</b>
Flyers/Posters	Rattlesnakes
Annual Mailer	Weed Abatement
Map	4S Ranch Evacuation Map
<b>TOTAL:</b>	<b>2</b>

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

MEETINGS	
Meeting Type	No. of Meetings
H.O.A	
Staff	3
Board	
Shift	
Captain's	
CSA 17	
PIO's	
Fire Safe Council Meeting	
SO CAL Pub Ed	
Community Stakeholder Meetings	
<b>TOTAL</b>	<b>3</b>

TRAINING/EDUCATION	
Class Name	Dates
Heartsaver CPR for Admin	4/22/2019
Heartsaver CPR for Admin	4/23/2019
<b>TOTAL</b>	<b>2</b>

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

CLERICAL	
Activity	Number
Phone Calls	57
Correspondence	336
General Office	
<b>TOTAL</b>	<b>393</b>

PUBLIC MEDIA INERACTION	
Activity	Number
Press Releases	4
Community Event Interviews	-
On-scene PIO	2
Interviews (Other)	
<b>TOTAL:</b>	<b>6</b>



**San Diego County**  
**Local Agency Formation Commission**  
 Regional Service Planning | Subdivision of the State of California

**MEMORANDUM**

April 17, 2019

**TO:** Independent Special Districts in San Diego County

**FROM:** Tameron Lockett, Executive Assistant / Election Official

**SUBJECT:** Independent Special Districts Election Results | Appointment of Regular and Alternate Representatives

This memorandum serves as notice by the San Diego County Local Agency Formation Commission (LAFCO) of the election results for two special district seats – one regular and one alternate – involving four-year terms beginning May 6, 2019. The concurrent elections were performed by mail-ballot consistent with adopted policies and concluded on April 12, 2019. Prerequisite quorums for both elections were achieved with Barry Willis with Alpine Fire Protection District and Erin Lump with Rincon del Diablo Municipal Water District winning the regular and alternate seats, respectively. Details for both elections follow.

Regular Special District Member Election Results		
Nominee	Agency	Votes Received
Ed Sprague (incumbent)	Olivenhain Municipal Water District	19
William Haynor	Whispering Palms Community Services District	3
William Leach	Fallbrook Regional Healthcare	1
Hector Martinez	South Bay Irrigation District	1
<b>Barry Willis</b>	<b>Alpine Fire Protection District</b>	<b>21</b>
	TOTAL	45

Alternate Special District Member Election Results		
Nominee	Agency	Votes Received
Judy Hanson (incumbent)	Leucadia Wastewater District	7
Robert Ayers *	Grossmont Healthcare District	1
Steve Castaneda	South Bay Irrigation District	8
Karen Schwartz-Frutes *	Fallbrook Regional Health	1
<b>Erin Lump</b>	<b>Rincon del Diablo Municipal Water District</b>	<b>19</b>
Barry Willis *	Alpine Fire Protection District	1
	TOTAL	37

\* Write-In Nominee

A listing of all ballots returned for both elections is attached.

<b>Administration</b> Keene Simonds, Executive Officer County Operations Center 9335 Hazard Way, Suite 200 San Diego, California 92123 T 858.614.7755 F 858.614.7766 www.sdlafco.org	<b>Jim Desmond</b> County of San Diego	<b>Catherine Blakespear</b> City of Encinitas	<b>Mark Kersey</b> City of San Diego	<b>Chair Jo MacKenzie</b> Vista Irrigation	<b>Andy Vanderlaan</b> General Public
	<b>Dianne Jacob</b> County of San Diego	<b>Bill Wells</b> City of El Cajon	<b>Chris Cate, Alternate</b> City of San Diego	<b>Vice Chair Ed Sprague</b> Olivenhain Municipal Water	<b>Harry Mathis, Alternate</b> General Public
	<b>Greg Cox, Alternate</b> County of San Diego	<b>Serge Dedina, Alternate</b> City of Imperial Beach		<b>Judy Hanson, Alternate</b> Leucadia Wastewater	

**SPECIAL DISTRICTS BALLOT RETURNED**

**Regular Special District Member Election**

Alpine FPD  
 Bonita-Sunnyside FPD  
 Borrego Springs FPD  
 Borrego Water District  
 Cuyamaca Water District  
 Deer Springs FPD  
 Fallbrook Regional Health District  
 Fallbrook PUD  
 Grossmont Healthcare District  
 Helix WD  
 Julian CSD  
 Lake Cuyamaca Rec & Park District  
 Lakeside FPD  
 Leucadia Wastewater District  
 Lower Sweetwater FPD  
 Majestic Pines CSD  
 Mission RCD  
 Mootami MWD  
 Morro Hills CSD  
 North County CD  
 North County FPD  
 Olivenhain MWD  
 Otay MWD  
 Padre Dam MWD  
 Pomerado Cemetery District  
 Questhaven MWD  
 Rainbow MWD  
 Ramona Cemetery District  
 Rancho Santa Fe CSD  
 Rancho Santa Fe FPD  
 RCD of Greater SD County  
 Rincon del Diablo MWD  
 Rincon Ranch CSD  
 San Miguel Consolidated FPD  
 Santa Fe Irrigation District  
 South Bay Irrigation District  
 Tri-City Healthcare District  
 Vallecitos Water District  
 Valley Center Cemetery District  
 Valley Center FPD  
 Valley Center MWD  
 Valley Center Parks and Rec District  
 Vista Irrigation District  
 Whispering Palms CSD  
 Wynola Water District

**Alternate Special District Member Election**

Alpine FPD  
 Bonita-Sunnyside FPD  
 Borrego Springs FPD  
 Borrego Water District  
 Fallbrook Regional Health District  
 Fallbrook PUD  
 Grossmont Healthcare District  
 Helix WD  
 Julian CSD  
 Lakeside FPD  
 Leucadia Wastewater District  
 Lower Sweetwater FPD  
 Mission RCD  
 Mootami MWD  
 Morro Hills CSD  
 North County CD  
 North County FPD  
 Olivenhain MWD  
 Otay MWD  
 Padre Dam MWD  
 Pomerado Cemetery District  
 Rainbow MWD  
 Rancho Santa Fe CSD  
 Rancho Santa Fe FPD  
 RCD of Greater SD County  
 Rincon del Diablo MWD  
 San Miguel Consolidated FPD  
 Santa Fe Irrigation District  
 South Bay Irrigation District  
 Tri-City Healthcare District  
 Vallecitos Water District  
 Valley Center FPD  
 Valley Center MWD  
 Valley Center Parks and Rec District  
 Vista Irrigation District  
 Whispering Palms CSD  
 Wynola Water District

\*Lakeside Water District was deemed invalid it was received after the ballot election deadline.

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# STAFF REPORT

NO. 19-09

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**TO:** BOARD OF DIRECTORS  
**FROM:** FRED COX, FIRE CHIEF  
**SUBJECT:** ACCEPTANCE OF DONATION  
**DATE:** MAY 9, 2019

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## CURRENT SITUATION

Pursuant to the Health & Safety Code 13898, the Board of Directors must consider the acceptance of donated items with a value greater the \$500. This donation listed is a gift from the *Spielman Family Foundation* and was donated to the Rancho Santa Fe Firefighters Association in gratitude of a response by RSF4 B-Shift earlier in the year.

Description	Qty.	Cost per Unit	Total	Location
Cash	1	N/A	\$500.00	N/A

## RECOMMENDATION

Acknowledge the donation and forward the monies to Rancho Santa Fe Professional Firefighters Association.

SPIELMAN FAMILY FOUNDATION

DATE 3/21/19

90-7162/3222

Pay to the order of Rancho Santa Fe Firefighters Assn.

\$ 500.00

Five Hundred and 00/100

JPMORGAN

Security Features Included. Details on Back.

J.P.Morgan

JPMorgan Chase Bank, N.A. San Francisco, California

FOR Fire Sta #4 B-Shift

001446 322271627



Chuck Spielman

To all at Fire Sta #4 3/20/19  
Thanks to all of you for your quick response when our grandson needed your help. We are very grateful. It was a pleasure sharing pizza with you as well.

Best Wishes  
Chuck & Amy Spielman

Tanner,  
This family wanted to give a gift to RSF4 B-Shift for a call we responded to earlier this year. The easiest way that I could think of was to have the check payable to RSFFA and make a notation in the comments as to their intentions

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# STAFF REPORT

NO. 19-10

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**TO:** BOARD OF DIRECTORS  
FRED COX, FIRE CHIEF

**FROM:** KARLENA RANNALS, ADMINISTRATIVE MANAGER

**SUBJECT:** GANN LIMIT COMPLIANCE

**DATE:** MAY 9, 2019

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Pursuant to Government Code §7901, special districts may annually choose one of the following by a recorded vote of the governing body:

1. Cost of Living:
  - a. the change in California per capita personal income; or
  - b. the percentage change in the jurisdiction's assessed valuation, which is attributable to nonresidential new construction.
  
2. Population:
  - a. the change in population within the county;
  - b. the change in population within the unincorporated area of the county;
  - c. the use of specific formula calculations or estimates, permitted for mixed incorporated/unincorporated areas of special districts and/or special districts serving more than one county; or

Each year special districts should perform necessary calculations to determine if year-end proceeds of taxes subject to the limit have exceeded the limit. Preliminary calculations have been made for all revenue received to determine whether this district complies with the appropriations limits established for the current fiscal year. Preliminary calculations show that the district will comply with the appropriation limit.

The following recommendation is submitted for your consideration and/or action:

1. To select the change in California per capital personal income (3.85%) for the Cost of Living Factor and the change in population within San Diego County average (.52%). (A copy of the State of California Department of Finance Price & Population Data for Local Jurisdictions is attached. *The District population provided by SANDAG is not available at this time.*
  
2. The Board may choose to submit population documentation to State Department of Finance Demographic Research Unit for certification by June 1, 2019. Note: there may be a charge by the State for this option. If this option is selected, the District can modify the Gann Limit after supporting documentation is received from the Department of Finance.

May 2019

Dear Fiscal Officer:

**Subject: Price Factor and Population Information**

**Appropriations Limit**

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2019, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2019-20. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2019-20 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

**Population Percent Change for Special Districts**

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

**Population Certification**

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2019.**

**Please Note:** The prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

KEELY BOSLER  
Director  
By:

Vivek Viswanathan  
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2019-20 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2019-20	3.85

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2019-20 appropriation limit.

**2019-20:**

Per Capita Cost of Living Change = 3.85 percent  
Population Change = 0.47 percent

Per Capita Cost of Living converted to a ratio:  $\frac{3.85 + 100}{100} = 1.0385$

Population converted to a ratio:  $\frac{0.47 + 100}{100} = 1.0047$

Calculation of factor for FY 2019-20:  $1.0385 \times 1.0047 = 1.0434$

**Attachment B**  
**Annual Percent Change in Population Minus Exclusions\***  
**January 1, 2018 to January 1, 2019 and Total Population, January 1, 2019**

<b>County City</b>	<b><u>Percent Change</u></b>	<b><u>--- Population Minus Exclusions ---</u></b>		<b><u>Total Population</u></b>
	<b>2018-2019</b>	<b>1-1-18</b>	<b>1-1-19</b>	<b>1-1-2019</b>
San Diego				
Carlsbad	0.13	115,095	115,241	115,241
Chula Vista	1.25	267,763	271,115	271,411
Coronado	-0.23	17,199	17,159	24,199
Del Mar	0.20	4,442	4,451	4,451
El Cajon	0.29	105,258	105,559	105,559
Encinitas	0.02	63,375	63,390	63,390
Escondido	0.17	152,478	152,739	152,739
Imperial Beach	0.90	27,202	27,448	27,448
La Mesa	0.19	60,707	60,820	60,820
Lemon Grove	0.52	27,068	27,208	27,208
National City	0.07	57,322	57,361	62,307
Oceanside	0.42	177,274	178,021	178,021
Poway	0.22	50,210	50,320	50,320
San Diego	0.54	1,395,145	1,402,625	1,420,572
San Marcos	2.11	96,335	98,369	98,369
Santee	1.74	57,410	58,408	58,408
Solana Beach	0.27	13,895	13,933	13,933
Vista	0.21	101,770	101,987	101,987
Unincorporated	0.14	473,283	473,945	515,403
County Total	0.52	3,263,231	3,280,099	3,351,786

\*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Gann Calculation History

	A	B	C	D	E	F	G	H	I	J
1	FY	Population Data (LAFCO)	Cost of Living Change	Cost of Living Ratio (C+100)/100	Population Change	Population Change Ratio (E+100)/100	Appropriations Factor d x f	Gann Limit	Tax Proceeds	Over (Under) Limit
2								1,905,122		
3	FY88		3.47	1.0347	4.21	1.0421	1.0783	2,054,219		
4	FY89		4.66	1.0466	3.93	1.0393	1.0877	2,234,438		
5	FY90		5.19	1.0519	3.15	1.0315	1.0850	2,424,443		
6	FY91	9,137	4.21	1.0421	5.83	1.0583	1.1029	2,673,808		
7	FY92	9,137	4.14	1.0414	3.33	1.0333	1.0761	2,877,227		
8	FY93	9,137	-0.64	0.9936	3.25	1.0325	1.0259	2,951,725	2,429,715	(522,010)
9	FY94	9,137	2.72	1.0272	2.52	1.0252	1.0531	3,108,418	2,567,734	(540,684)
10	FY95	9,137	0.71	1.0071	1.42	1.0142	1.0214	3,174,941	2,219,836	(955,105)
11	FY96	9,137	4.72	1.0472	1.55	1.0155	1.0634	3,376,332	2,397,328	(979,004)
12	FY97	10,941	4.67	1.0467	19.74	1.1974	1.2533	4,231,620	2,524,441	(1,707,179)
13	FY98	10,941	4.67	1.0467	1.46	1.0146	1.0620	4,493,904	2,745,541	(1,748,363)
14	FY99	10,941	4.15	1.0415	2.63	1.0263	1.0689	4,803,495	3,054,021	(1,749,474)
15	FY00	10,941	4.53	1.0453	2.17	1.0217	1.0680	5,130,051	3,532,699	(1,597,352)
16	FY01	10,941	4.91	1.0491	2.33	1.0233	1.0735	5,507,302	4,026,469	(1,480,833)
17	FY02	10,941	7.82	1.0782	3.49	1.0349	1.1158	6,145,208	4,621,457	(1,523,751)
18	FY03	10,941	-1.27	0.9873	2.78	1.0278	1.0147	6,235,831	5,192,948	(1,042,883)
19	FY04	11,911	2.31	1.0231	2.24	1.0224	1.0460	6,522,788	5,867,676	(655,112)
20	FY05	14,440	3.28	1.0328	21.26	1.2126	1.2524	8,168,966	6,726,049	(1,442,917)
21	FY06	16,186	5.26	1.0526	22.23	1.2223	1.2866	10,510,134	7,587,597	(2,922,537)
22	FY07	21,884	3.96	1.0396	14.71	1.1471	1.1925	12,533,599	8,491,770	(4,041,829)
23	FY08	21,041	4.42	1.0442	14.11	1.1411	1.1915	14,934,242	9,501,700	(5,432,542)
24	FY09	26,859	4.29	1.0429	7.60	1.0760	1.1222	16,758,615	9,855,850	(6,902,765)
25	FY10	29,668	0.62	1.0062	1.32	1.0132	1.0195	17,085,104	9,664,518	(7,420,586)
26	FY11	27,751	-2.54	0.9746	1.52	1.0152	0.9894	16,904,239	9,299,241	(7,604,998)
27	FY12	28,262	2.51	1.0251	0.68	1.0068	1.0321	17,446,370	9,307,896	(8,138,474)
28	FY13	29,131	3.77	1.0377	2.47	1.0247	1.0633	18,551,269	9,394,638	(9,156,631)
29	FY14	31,198	5.12	1.0512	4.79	1.0479	1.1016	20,435,197	9,690,766	(10,744,431)
30	FY15	31,412	-0.23	0.9977	1.80	1.0180	1.0157	20,755,183	10,273,101	(10,482,082)
31	FY16	32,066	3.82	1.0382	1.69	1.0169	1.0557	21,912,193	10,763,457	(11,148,736)
32	FY17	32,373	5.37	1.0537	0.73	1.0073	1.0614	23,257,426	11,373,884	(11,883,542)
33	FY18	34,031	3.69	1.0369	5.08	1.0508	1.0896	25,340,699	12,084,586	(13,256,113)
34	FY19	34,031	3.67	1.0367	0.86	1.0086	1.0456	26,496,631	12,633,073	(13,863,558)
35	FY20	34,031	3.85	1.0385	0.52	1.0052	1.0439	27,659,838	13,012,065	(14,647,773)
36							0.0000			0
37	d add two census data points together									
38	FY18	35,152	3.69	1.0369	8.58	1.0858	1.1259	28,530,232	12,084,586	(16,445,646)
39										
40	Recalculated by DOF - 2010									
41	Recalculated by DOF - 2017									

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# STAFF REPORT

NO. 19-11

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**TO:** BOARD OF DIRECTORS  
**FROM:** FRED COX, FIRE CHIEF  
**SUBJECT:** ORDINANCE 2019-02 REVISION  
**DATE:** MAY 9, 2019



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**RECOMMENDATION:**

Staff recommends adoption of Ordinance 2019-02 as revised.

**BACKGROUND:**

Ordinance 2019-02 was introduced for a first reading at a special meeting on April 10, 2019. After discussion on the serious threat to human life and property that uncontrolled wildfires pose, staff was directed to look at more restrictive options for the use of mulch products near habitable structures as well as spacing between native vegetation in the area from 50-100 (feet) from a structure.

Utilizing the research paper *"The Combustibility of Landscape Mulches"* by Stephen Quarles, Wood Performance and Durability Advisor University of California Cooperative Extension and Ed Smith, Natural Resource Specialist University of Nevada Cooperative Extension University of California Cooperative Extension, it was found that landscape mulches had significant differences in combustibility, flame height, spread factors, and BTU production.

Their studies demonstrated that composted type wood chips had the slowest fire spread rate of the eight mulch treatments evaluated, while shredded rubber mulch and shredded Western Red Cedar had greatest flame spread, flame height and BTU production.

From the combustibility of landscape mulch studies, as well as from recommendations from the National Fire Protection Association (NFPA), staff is highly recommending going to a three (3) zone type defensible space for all future construction and landscape installations. For existing homes and landscape installations, the three zone methodology will be highly recommended, but enforcement will revert back to the two zone requirement with mulch products not being allowed within 12" of the structure.

## STAFF REPORT 19-11

Under the new ordinance all future construction and landscape installations will be as follows:

Zone 1 is from 0-5 (feet) from the structure and shall have limited landscape plantings and no combustible landscape materials such as mulch allowed in this zone.

Zone 2 is from 6-50 (feet) from the structure and shall be cleared of vegetation that is not fire resistant; if re-planted, it shall be with irrigated fire-resistant plants. Composted wood chip mulch may be used in a limited non-continuous fashion for landscaping purposes. Depth shall not exceed 3 (inches). Course non-composted wood or vegetation chips, bark or wood nuggets, rubber mulch, or other shredded mulch shall not be utilized within thirty (30) feet of habitable structures.

Zone 3 is from 51-100 (feet) from a structure in which native vegetation may remain, but will be horizontally spaced at least three (3) times the height of the vegetation for flat areas, four (4) times the height of the vegetation for moderately sloped areas, and six (6) times the height of vegetation for high sloped areas. Tree canopies shall have vertical spacing maintained at ten (10) feet for flat areas, twenty (20) feet for moderately sloped areas, and (30) feet for high sloped areas. All combustible weeds shall be cut to height of no more than 4" in height in this zone.

The last revision was for larger parcels which are approved for partial clearing of combustible weeds and vegetation - those properties shall maintain one hundred (100) feet of defensible space to any structure, neighboring or on site; and seventy-five (75) feet of clearance around the perimeter of the property if deemed a fire hazard.

Ordinance 2019-02 will improve upon Fire Districts the goal of increased community safety by protecting lives and property from the threat of wildfire.

Ordinance 2019-02 and all subsequent revisions were reviewed and approved by legal counsel.

## Ordinance No. 2019-02

### **AN ORDINANCE OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT FOR VEGETATION MANAGEMENT, DEFENSIBLE SPACE, AND DECLARING CERTAIN VEGETATION, AND CERTAIN WASTE MATTER A PUBLIC NUISANCE, AND PROVIDING FOR THE REMOVAL THEREOF**

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

Article I. The Rancho Santa Fe Fire Protection District finds and determines that the purpose of this Ordinance is to prohibit the accumulation of combustible vegetation, dead, dying, or diseased trees, green waste, waste matter, and other flammable/combustible materials, which are dangerous to property and to the health, welfare, and safety of residents. Uncontrolled wildfires pose a serious threat to human lives and property. The goal of this ordinance is to protect lives and property from the threat of wildfire by requiring the abatement of combustible vegetation which increases community safety, the level of protection for habitable structures, and gives fire suppression personnel a defensible area to conduct operations in the event of wildland fire. The ordinance will allow for public nuisance abatement when property owners allow combustible vegetation and other flammable materials to accumulate in violation of this ordinance.

Article II. The Rancho Santa Fe Fire Protection District is designated as a Very High Fire Hazard Severity Zone and is located in a mountainous and/or hilly region of southern California. The Rancho Santa Fe Fire Protection District contains or adjoins forest-covered lands, brush-covered lands, grass covered lands, or other land which is covered with combustible vegetation. All native vegetation within the Rancho Santa Fe Fire Protection District constitutes a seasonal and recurrent nuisance pursuant to Health and Safety Code Section 14900.5.

Article III. The enactment of this Ordinance is pursuant to the authority granted under Health and Safety Codes Sections 13861(h); 13879 and 14875 et seq.; and 14930 as well as authority granted under Public Resource Codes Sections 4290 (a) and 4291 (a)-(f) and California Code of Regulations Title 14 Division 1.5 Chapter 7 Subchapter 2 Article 1 Section 1272.00.

Article IV. Abatement and Management of Certain Vegetation, and Certain Waste Matter

#### Section 1. DEFINITIONS.

The following words and phrases shall have the meanings respectively described in this ordinance.

1.01 COMBUSTIBLE VEGETATION, also referred to as flammable vegetation, is material that in its natural state will readily ignite, i.e., burn and transmit fire from native or landscape plants to any structure or other vegetation. COMBUSTIBLE VEGETATION includes any of the following plants or vegetation:

1.01.1 Dry grass, brush, weeds, litter, dead/dying trees or other flammable vegetation that endanger public safety by creating a fire hazard in any portion of the Rancho Santa Fe Fire Protection District.

- 1.01.2 Sagebrush, chaparral, and any other brush or vegetation, which attain such large growth as to become, when dry, a fire menace upon premises and/or to adjacent property.
- 1.01.3 Plants or vegetation which is otherwise considered noxious weed or dangerous.
- 1.01.4 Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health.
- 1.01.5 Trees, if determined to increase the fire hazard, due to mortality, insect infestation, disease, or lack of maintenance.
- 1.01.6 Dead and/or dying groves and/or forests.
- 1.01.7 Palm Trees all dead palm fronds including older leaves that persist on the tree, forming a “skirt” of brown thatch.
- 1.01.8 Any accumulation of dry grasses or other flammable vegetation within ten (10) feet of any aboveground flammable liquid or combustible gas vessel.
- 1.01.9 Cultivated and useful grasses and pasture will not be declared a public nuisance. However, if the Fire Chief and/or his/her authorized representatives determine it necessary to protect adjacent improved property from fire exposure, an adequate firebreak may be required
- 1.02 COMBUSTIBLE MULCH is any layer of material applied to the surface of soil and in its natural state, will ignite, burn and be capable of transmitting fire to landscape or to any structure. Combustible mulch shall be categorized as:
  - 1.02.1 COMPOSTED MULCH is defined as screened or refined composted wood chips or other organic materials.
  - 1.02.2 CHIPPED OR SHREDDED VEGETATION WASTE, WOOD PRODUCTS, BARK AND NUGGET MULCH is defined as coarsely chipped or shredded organic materials that have been recently produced and through have not gone composting process. Examples include chipped or shredded vegetation waste, chipped or shredded wood products, logging waste, bark or wood nuggets, and needles.
  - 1.02.3 RUBBER MULCH is defined as chipped or shredded mulch coming from 100 percent recycled rubber.
- 1.03 DEAD, DYING OR DISEASED TREES include pest or pathogen infested trees, abandoned or neglected groves or other trees, which are in a dying condition or no longer living.
- 1.04 DEFENSIBLE SPACE is an area either natural or man-made, where material capable of allowing a fire to spread unchecked has been abated, treated, cleared or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur.
- 1.05 FIRE HAZARD any condition or conduct which, in the opinion of the Fire Chef or his/her designee: (a) increases or may increase the threat of fire to a greater degree than customarily recognized as normal by individuals in the public service regularly engaged in preventing, suppressing or extinguishing fire or (b) may obstruct, delay, hinder or interfere with the operations of the fire department or the egress of occupants in the event of fire.

- 1.06 FUEL MODIFICATION ZONE is a strip of land where COMBUSTIBLE VEGETATION has been thinned, modified or both and partially or totally replaced with approved drought-tolerant, fire-resistant, and/or irrigated plants to provide an acceptable level of risk from vegetation fires. Fuel modification reduces radiant and convective heat, thereby reducing the amount of heat exposure on the roadway or structure and providing fire suppression forces a safer area in which to take action.
- 1.07 GREEN WASTE includes, but is not limited to, organic material such as yard trimmings, plant waste, untreated wood wastes, paper products, natural fiber products, mulch and compost.
- 1.08 IMPROVEMENT means any building or structure, permanent or temporary, erected for the support, shelter, or enclosure of persons, animals, chattels, or property of any kind located in the unincorporated area of the County of San Diego and shall include agricultural crops. For purposes of this term, "improvement" shall not include fences, similar barriers enclosing, or separating areas of land.
- 1.09 NOXIOUS WEED shall mean any species of plant that is, or is liable to be, troublesome, aggressive, intrusive, detrimental, or destructive to agriculture, silviculture, or important native species, and difficult to control or eradicate, as defined in Section 5004 of the California Food and Agricultural Code.
- 1.10 PARCEL means any contiguous quantity of land in the possession of, owned by, or recorded as the property of, the same person or entity, and which is located in the unincorporated area of the County of San Diego.
- 1.11 RESPONSIBLE PARTY includes, but is not limited to, any person, firm, partnership or corporation owning, renting, leasing, or otherwise controlling any parcel located in the unincorporated area of the County of San Diego.
- 1.12 RUBBISH is waste material including, but not limited to, garbage, waste paper, and debris from construction or demolition.

Section 2. CERTAIN VEGETATION AND OTHER ITEMS DECLARED A PUBLIC NUISANCE.

- 2.01 The following are declared to be public nuisances within the areas of the Rancho Santa Fe Fire Protection District and it shall be the responsibility of the owner of the parcel, upon which such nuisance exists, to abate such nuisances at his or her own expense whenever they may exist:
  - 2.01.1 All weeds, COMBUSTIBLE VEGETATION, green waste, rubbish, certain mulch products and other such accumulations of combustible materials when such accumulations are within one hundred (100) feet of any building or structure designed or intended for occupancy by humans or animals that violate the defensible space requirements of this ordinance.
  - 2.01.2 Any vegetation growing upon the streets, sidewalks or upon private or public property within the Rancho Santa Fe Fire Protection District, which by reason of its size, type, manner of growth, proximity to any building, or improvements, which when dry will with reasonable probability constitute a fire hazard, said

vegetation or other items are hereby declared to be a public nuisance and shall be abated to the satisfaction of the Fire Chief or their designee.

2.01.3 Please note: ASTHETICS are not a consideration in determining the presence of a fire hazard.

2.01.4 INVASIVE SPECIES. Any Noxious or Invasive weed or plant designated by a Federal, State, or County government as injurious to public health, agriculture, recreation, wildlife or property shall be eradicated on properties in the District. Due to their flammable characteristics, potential to increase fuel density, and their ability to degrade natural and planted landscapes, invasive plants, as recognized by the San Diego County Agriculture, Weights & Measures Division, shall be removed within 100 feet of all structures.

Section 3. WASTE MATTER DECLARED A PUBLIC NUISANCE

3.01 Waste matter as hereinafter defined, which by reason of its location and character would materially hamper or interfere with the prevention or the suppression of fire upon the premises or adjacent premises, or the abatement of a nuisance as defined by Sec. 12510, Health and Safety Code, is hereby declared a public nuisance.

Section 4. WASTE MATERIAL.

4.01 WASTE MATERIAL is defined for the purpose of this article as unused or discarded matter having no substantial market value, which is exposed to the elements and is not enclosed in any structure or otherwise concealed from public view, and which consists (without limitation or exclusion by enumeration) of such matter and material as rubble, asphalt, dead vegetation stock piled, garbage and other combustible material. Any chipping that is done on site shall be spread not to exceed three (3) inches in depth and shall be maintained away from any habitable structure according to this ordinance.

Section 5. CLEARANCE OF BRUSH OR VEGETATIVE GROWTH FROM STRUCTURES TO CREATE DEFENSIBLE SPACE.

5.01 Persons owning, leasing, controlling, operating or maintaining buildings or structures in, upon or adjoining hazardous fire areas, and persons owning, leasing or controlling land adjacent to such buildings or structures, shall at all times maintain an effective fuel modification zone/defensible space of one hundred (100) feet from any structure. This 100 (foot) space shall be broken down into three (3) distinct zones:

Zone 1: 0-5 (feet) from a structure:

5.01.1 Any COMBUSTIBLE VEGETATION, any dead or dying materials, combustible materials such as hay bales, accumulation of ground needles and leaf litter shall be removed within this zone.

5.01.2 All accumulations of needle and leaf litter shall be removed from roofs, rain gutters, deck, and porches.

- 5.01.3 For existing landscape, landscape plantings shall be fire resistive, properly irrigated and maintained. Vegetation should not come in contact with the structure and specimen spacing shall be such as not to allow the transfer of fire from plant to plant, or from plant to the structure. Combustible mulch should not be utilized in this zone, but in no case shall it be closer than twelve (12) inches for any portion of the structure.
- 5.01.4 From this date forward, all new construction or any replacement landscape installations shall NOT have any combustible mulch five within this (5) foot zone from the furthest attached exterior point of the home. Landscape plantings shall only be irrigated lawn or Fire District approved low-growing properly spaced fire resistive shrubs or herbaceous (non-woody) plants. Vegetation shall not come in contact with the structure and specimen spacing shall be such as not to allow the transfer of fire from plant to plant, or from plant to the structure.
- 5.01.5 Any combustible materials that could catch fire shall not be stored under decks, exterior stairways and balconies. Combustible patio furniture, umbrellas, trash receptacles, or other combustible items should not be stored or placed directly adjacent to structures.
- 5.01.6 Firewood shall be stored a minimum of thirty (30) feet from any structure unless covered in a fire resistive material; or thirty (30) from the property line if there is an adjoining structure to the property line.
- 5.01.7 All fire place chimney flues must have a metal screen covering with openings of 3/8 inch to 1/2 inch.

Zone 2: 6-50 (feet) from a structure:

- 5.01.8 The area from six (6) to fifty (50) feet of a building or structure shall be cleared of vegetation that is not fire resistant and if re-planted, it shall be with fire-resistant plants. Fire resistive planting materials shall be Fire District approved, properly irrigated, spaced, and maintained. Any weeds or dead grasses shall be cut to a height not to exceed four (4) inches. Single specimens of trees, ornamental shrubbery or ground covers approved by the Fire District are permissible provided they are irrigated and that they do not form a means of rapidly transmitting fire to any structure or from the native growth to any structure. The Fire District must approve of such specimens and will provide the spacing requirements according to the desired planting species.
- 5.01.9 All trees and shrubs in this zone shall be properly maintained free of deadwood, litter or dead palm fronds. Trees canopies shall be maintained per section 5.02.2 and if in vicinity of structures shall be shall be trimmed up to ten (10) feet from rooflines.
- 5.01.10 Remove any portion of trees, which extend within ten (10) feet of the outlet of a chimney.

- 5.01.11 Composted wood chip mulch may be used in a limited non-continuous fashion for landscaping purposes. Depth shall not exceed 3 (inches). Course non-composted wood or vegetation chips, bark or wood nuggets, rubber mulch, or other shredded mulch shall not be utilized within thirty (30) feet of habitable structures.
- 5.01.12 All newly planted fire-resistive tree species from this date forward, shall be planted and maintained at a minimum of ten (10) feet from the tree's drip line to any structure utilizing 2/3 of the trees mature canopy size.
- 5.01.13 All newly planted non fire-resistive tree species from this date forward, shall be planted and maintained at a minimum of thirty (30) feet from the tree's drip line to any structure utilizing 2/3 of the trees mature canopy size. Newly planted trees of this nature must be approved by the Fire District and strictly comply with the Fire Districts landscape standards.

Zone 3: 51 - 100 (feet) from a structure:

5.01.14 COMBUSTIBLE VEGETATION in this zone must be removed by methods such as mowing, thinning and trimming, or by other means modification of that leave the plant root structure intact to stabilize the soil. Native vegetation may remain in this area provided that the vegetation is modified so that COMBUSTIBLE VEGETATION does not occupy more than twenty (20) percent of the square footage of this area and is spaced as identified in sections 5.02.1. horizontal spacing requirements and 5.02.2 vertical spacing requirements.

5.01.15 Accumulated leaf litter or any combustible mulch in this zone may not exceed three (3) inches in depth.

5.02 Additional requirements in the 100 (foot) defensible space zone:

- 5.02.1 Spacing for fire resistive landscape plantings and for single species of plants, trees, shrubs, etc., shall be according to plant species as approved by the Fire District. Horizontal spacing of native vegetation in zone three (3) shall be at least three (3) the height of the vegetation for flat areas, four (4) times the height of the vegetation for moderately sloped areas, and six (6) times the height of vegetation for high sloped areas.
- 5.02.2 Vertical spacing between tree canopies shall be maintained at ten (10) feet for flat areas, twenty (20) feet for moderately sloped areas, and (30) feet for high sloped areas.
- 5.02.3 Maintain all trees free of deadwood, dead palm fronds within one hundred (100) feet of a structure, and trim/prune at a minimum of ten (10) feet away from construction, roofs, and wood siding of any type.

- 5.02.4 All mature trees within this one hundred (100) foot zone shall be trimmed to a minimum height of six (6) feet above the ground. If shrubs are planted underneath the tree, the tree shall be trimmed three (3) times the height of the materials planted under the tree or up to one third (1/3) of the tree height.
- 5.02.5 Liquid Propane Gas tanks shall have a minimum of ten (10) feet of bare mineral soil clearance with no flammable vegetation around their exterior.
- 5.02.6 Addresses shall be displayed (4" minimum size) in contrasting colors and must be readable from the street or access road.
- 5.03 Provisions of this ordinance are not intended to conflict with specific fire management and fuel modification plans for master planned communities. If such a conflict occurs, the more restrictive provision shall apply.
- 5.04 Provisions of this ordinance are not intended to conflict with any Federal or State requirements which may limit vegetation removal in recognizable riparian (stream side) zones or vernal pool depressions.
- 5.05 Provisions of this ordinance are not intended to conflict with regulations of the California Department of Fish and Game or U.S. Fish and Wildlife Service concerning the occurrence of rare, threatened, or endangered species. Landowners who have received notice on their property in areas subject to fuel break clearance must notify both agencies in writing at least 10 days prior to vegetation clearing. The agencies will have up to 10 days following such notification to (1) determine whether the proposed clearing complies with State and/or Federal endangered species requirements and (2) to suggest voluntary, alternative abatement measures if feasible and warranted. Failure of the agencies to respond within 10 days will allow the landowner to proceed with abatement activities without further delay. Failure by landowners to provide adequate notification as described above may render landowners liable under State and Federal law.

Section 6. INCREASED DEFENSIBLE SPACE MORE THAN 100 FEET FROM STRUCTURES.

- 6.01 The Fire Chief or their designee may require an increase of defensible space due to topographical or geographical concerns. If required parcels are to maintain a defensible space clearance greater than the required one hundred (100) feet to all habitable structures a written order shall be issued when this increased defensible space requirement shall be required.

Section 7. DEFENSIBLE SPACE ALONG PROPERTY LINES.

- 7.01 No responsible party shall permit on a parcel any accumulation of COMBUSTIBLE VEGETATION, dead, dying or diseased trees, green waste, waste matter, or other flammable/combustible materials within fifty (50) feet of the property line when such accumulation endangers or encroaches on the required Defensible Space for improvements on an adjacent property. The Fire Chief or their designee may require a distance greater than fifty (50) feet but not to exceed one hundred (100) feet when it is

determined that the greater distance is necessary to provide Defensible Space for improvements on an adjacent property.

Section 8. VACANT PARCELS.

8.01 Dry grass and weeds on vacant parcels shall be mowed in entirety to a stubble height of no more than four (4) inches. Dead/dying trees, litter, and any accumulation of “waste materials” shall be removed. Vacant parcels shall maintain roadway clearance as defined in Section Nine (9).

8.01.1 EXCEPTION: On larger parcels, as determined by the Fire Chief or their designee, partial clearing may be acceptable, depending on circumstance. Those properties approved for partial clearing, shall maintain one hundred (100) feet of defensible space to any structure, neighboring or on site. The entire lot with approval of the Fire Chief or their designee may not need to be cleared in entirety, but there must be a minimum of seventy-five (75) feet of clearance around the perimeter of the property if deemed a fire hazard, and a minimum of twenty (20) feet clearance along existing roads and driveways.

Section 9. CLEARANCE OF BRUSH OR VEGETATIVE GROWTH FROM ROADWAYS.

9.02 The Fire Chief or their designee is authorized to cause the area within twenty (20) feet on each side of the improved width portions of highways and private streets roads which are improved, designed, or ordinarily used for vehicular traffic to be cleared of flammable vegetation and other combustible growth shall comply with the requirements of a fuel modification zone. Vegetation shall not protrude into the roadway and shall have a minimum of thirteen (13) feet six (6) inches vertical clearance free of vegetation. The Fire Chief or their designee are authorized to enter upon private property to insure the fuel modification zone requirements are met.

9.02.1 EXCEPTION (1): Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as ground covers, provided, that they do not form a means of readily transmitting fire.

9.02.2 EXCEPTION (2): Specific areas or developments with fire management plans may require up to 30 feet of roadway clearance dependent on site approval conditioning.

9.02.3 EXCEPTION (3): For severe fire hazard areas and evacuation routes, the Fire Chief or their designee is authorized to require thirty (30) feet of roadway clearance of flammable vegetation and other combustible growth and shall comply with the requirements of a fuel modification zone.

Section 10. ORCHARDS, GROVES OR VINEYARDS.

10.01 All orchards, groves, and vineyards shall be kept in a healthy state and maintained as described below. A ten (10) foot firebreak shall be cleared between the perimeter, orchard trees or row of grape vines and native vegetation or ornamental landscaping. Orchards shall be kept cleaned of dead and or downed trees. Orchards and vineyards shall

be free of combustible debris, dead branches and dead foliage. All dead grasses between rows of trees or vines shall either be mowed or disked to bare soil unless erosion is a factor. Mulch shall not be placed over bare soil without approval from the Fire District.

Section 11. GRADING.

- 11.01 The provisions of this chapter shall not be construed to authorize grading which does not comply with the San Diego County regulations regarding grading, clearing and watercourses found in Division 7 of Title 8 of the San Diego County Code.

Section 12. NOTICE TO ABATE HAZARD.

- 12.01 If it is determined that a public nuisance or fire hazard as herein defined exists on any lot or premise, or upon any sidewalk, parking lot, parking area or adjacent to such lot or premise, the Fire Chief or their designee will cause a notice to be issued to abate such nuisances.
- 12.02 Such notice will be headed: "NOTICE TO ABATE HAZARD" which shall, in legible characters, direct the abatement of the nuisance or fire hazard and refer to this article and section for particulars. Notice to Abate Hazard served by means other than posting as provided by this article will contain a description of the property in general terms reasonably sufficient to identify the location of the nuisance.

Section 13. SERVICE OF NOTICE TO ABATE HAZARD.

- 13.01 The notice required by Health and Safety Code § 14875-14922 may be served in any of the following manners:
- 13.01.1 By personal service on the owner, occupant or person in charge or control of the property.
- 13.01.2 By regular first-class postage prepaid mail addressed to the owner or person in charge and control of the property, at the address shown on the last available assessment roll, or as otherwise known.
- 13.01.3 By posting in a conspicuous place on the land or adjacent public right of way a notice in conformance with Section 14891 and similar to Section 14892 of the Health and Safety Code, not more than 100 feet in distance apart, along such right of way with at least one notice posted on each lot or parcel.

Section 14. APPEAL, RIGHT OF, TO BOARD OF DIRECTORS.

- 14.01 Within ten (10) days from the date of posting, mailing or personal service of the required notice, the owner or person occupying or controlling such lots or premise affected may appeal to the Rancho Santa Fe Fire Protection District Board of Directors. Such appeal will be in writing and will be filed with the Board Clerk. At the regular or adjourned meeting of the Board of Directors, not less than five (5) days nor more than thirty (30) days thereafter, it will proceed to hear and pass upon such appeal, and the decision of the Board of Directors thereupon will be final and conclusive.

Section 15. TIME LIMIT FOR REMOVAL OF NUISANCE.

15.01 It will be the duty of the owner, the agent of the owner, or the person in possession of any lot or premise in the Rancho Santa Fe Fire Protection District to abate the nuisance or fire hazard as stated within ten (10) days from the date of notification as provided herein, or in case of an appeal to the Board of Directors, within ten (10) days from the determination thereof, unless the same is sustained.

Section 16. ABATEMENT OF NUISANCE BY FIRE CHIEF.

16.01 If the owner fails or neglects to abate the nuisance as herein defined, within the time specified in the article, the Fire Chief or their designee of the Fire District may cause such nuisances or fire hazard to be abated. Private contractors may do the abatement work. A report of the proceedings and an accurate account of the cost of abating the nuisance or fire hazard on each separate property will be filed in the Fire Prevention Office.

Section 17. EXPENSE OF ABATEMENT REPORT AND HEARING.

17.01 The Accounting Department of the Rancho Santa Fe Fire Protection District will keep an account for the costs of abatement plus an administrative fee for each parcel abated as defined in the Fees for Service ordinance. A written itemized Abatement Report showing the cost of removal and abatement of hazards shall be prepared for the Board's approval. At least three (3) days prior to the date of the hearing a copy of the report will be posted in a public place at the offices of the Rancho Santa Fe Fire Protection District, showing the date and time of the hearing. A copy of the report and notice of hearing date will be sent to the last known owner of the parcel as listed in the County Assessor's Office. Costs for abatement shall include any and all administrative costs including, but not limited to, cost of mailing, Fire District's personnel time, computer retrieval, plus contractor's abatement costs.

Section 18. GOVERNMENT CODE PROVISIONS ADOPTED AND COLLECTION ASSESSMENTS.

18.01 The provisions of the Government Code Sections 39580 through 39586 and Section 14912 of the Health and Safety Code of the State of California incorporated by reference and are made a part of this Ordinance. The County Auditor shall enter each assessment in the County Tax Roll opposite the parcel of land. The amount of the assessment shall be collected at the time and in the manner of ordinary, municipal taxes, and if delinquent, the amount is subject to the same penalties and procedure of foreclosure and sale as provided for ordinary municipal taxes. The Rancho Santa Fe Fire Protection District may force abate the problem on behalf of the landowner. Upon said forced abatement, the District may assess all related costs for cost recovery. Upon completion of the work, the District may lien the property as described in the prior paragraph or assigns their interest to a private corporation as payment for the work provided. The assignee of said claim shall be authorized to sue for collection of money due. Upon collection on said lawsuit, the Rancho Santa Fe Fire Protection District shall receive the first monies up to what is

owed to the District for services performed, after the Fire District has been satisfied, the collection facility shall be paid for their work and then the assignees shall be paid. Auditor shall enter each assessment in the County Tax Roll opposite the parcel of land. The amount of the assessment shall be collected at the time and in the manner of ordinary municipal taxes. If delinquent, the amount is subject to the same penalties and procedure of foreclosure and sale as is provided for ordinary municipal taxes.

Section 19. VIOLATION.

19.01 The owner, occupant, or agent of any lot or premise within the Rancho Santa Fe Fire Protection District who will permit or allow the existence of a public nuisance as defined in this Ordinance, upon any lot or premise owned, occupied, or controlled by him or her, or who shall violate any of the provisions of this Ordinance, shall be guilty of a misdemeanor and upon conviction thereof be subject to a fine of not more than Five Hundred Dollars (\$500.00), or to imprisonment for a period not exceeding six (6) months or both.

Section 20. VALIDITY.

20.01 The Board of Directors hereby declares that should any section, paragraph, sentence or word of this Ordinance or the Codes or Ordinances referenced herein be declared for any reason to be invalid, it is the intent of this Board that it would have adopted all other portions of this Ordinance independent of the eliminations from any such portion as may be declared invalid.

Section 21. DATE OF EFFECT.

21.01 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 thirty (30) days after its final passage at a public hearing as required by law, thus repealing Ordinance No. 2015-01.

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 10<sup>th</sup> day of April 2019. A public hearing was held May 15, 2019 and said Ordinance was adopted and ordered published in the manner required by law at their regular meeting on the 15<sup>th</sup> day of May 2019 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

*[Signatures next page]*

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James Ashcraft  
President

ATTEST

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Karlana Rannals  
Secretary

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# STAFF REPORT

NO. 19-12

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**TO:** BOARD OF DIRECTORS  
**FROM:** FRED COX, FIRE CHIEF  
**SUBJECT:** RESOLUTION 2019-00 DETERMINATION ON INDUSTRIAL  
DISABILITY RETIREMENT APPLICATION JOSEPH D. MOSCATO  
**DATE:** MAY 9, 2019

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## RECOMMENDATION

Staff recommends the Board of Directors review, approve, and adopt Resolution No. 2019-04 authorizing an industrial disability retirement for retired Engineer Paramedic Joseph D. Moscato.

## BACKGROUND

Joseph Moscato recently retired from service on December 21, 2018 as an Engineer Paramedic. After his retirement, the District was notified by California Public Employees Retirement System (CalPERS) that Moscato had applied for an Industrial Disability Retirement.

For purposes of the District's contract with CalPERS, the position of Engineer/Paramedic is classified as safety. CalPERS requires that the determination, whether a safety employee is/was incapacitated from performing the duties of his/her position be made by the governing body of the employing agency.

Moscato has a Workers' Compensation claim and he is currently represented by legal counsel for this claim. AdminSure, Inc. is handling the workers' compensation claim on behalf of the Rancho Santa Fe Fire Protection District.

On March 21, 2019, a qualified medical evaluator examined Engineer/Paramedic Moscato on his complaints relating to his injury. The District received a copy of the "Independent Medical Evaluation" noting that Engineer Paramedic Moscato is substantially incapacitated for the performance of his duties. The causation of the diagnoses has been deemed work-related based on the medical reports in accordance with state law.

District personnel forwarded all information to legal counsel for review also concluding that there is competent medical and factual evidence that supports a finding that Joseph D. Moscato is substantially incapacitated from the performance of his usual and customary duties as an Engineer/Paramedic for a permanent duration and the cause of incapacitation is industrial.

Therefore, legal counsel's conclusion is that the District should grant Engineer/Paramedic Moscato's application for an industrial disability retirement.

## RESOLUTION No. 2019-04

Resolution of the Board of Directors of the  
Rancho Santa Fe Fire Protection District  
(Government Code section 21156)

**WHEREAS**, the Rancho Santa Fe Fire Protection District (hereinafter referred to as District) is a contracting agency of the California Public Employees' Retirement System (CalPERS);

**WHEREAS**, the California Public Employees' Retirement Law requires that a contracting agency determine whether an employee of such agency in employment in which he/she is classified as a local safety member is disabled for purpose of the California Public Employees' Retirement Law and whether such disability is "industrial" within the meaning of such law;

**WHEREAS**, an application for service-pending-disability/industrial disability retirement from Joseph D. Moscato employed by the Agency in the position of Engineer Paramedic has been filed with CalPERS; and

**WHEREAS**, the District has reviewed the medical and other evidence relevant to such alleged disability.

**NOW. THEREFORE. BE IT RESOLVED** by the Board of Directors as follows:

1. That the Board of Directors, under penalty of perjury and on the basis of competent medical evidence, find and determine that Joseph D. Moscato is substantially incapacitated within the meaning of the Public Employees' Retirement Law for performance of his usual and customary duties in the position of Engineer/Paramedic on a permanent basis; and
2. That the Board of Directors does hereby find and determine that such disability is a result of injury or disease arising out of and in the course of employment; and
3. The Board of Directors certify under penalty of perjury that the determination is not used as a substitute for the disciplinary process; and
4. That Joseph D. Moscato filed a workers' compensation claim for the disabling condition which was accepted by the District and neither Joseph D. Moscato nor the District has applied to the Workers' Compensation Appeals Board for a determination pursuant to Section 21166 whether such disability is industrial; and
5. That the member has separated from his employment in the position of Engineer/Paramedic effective December 21, 2018 and that there is no dispute pertaining to his leave rights under Section 21164 of the Government Code. His last day on pay status was December 20, 2018; and
6. There is not a possibility of third-party liability; and
7. Advanced Disability Pension payments will not be made; and
8. The primary disabling condition is orthopedic (back).

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on May 15, 2019 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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JAMES H ASHCRAFT  
President

ATTEST

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Karlana Rannals  
Secretary

STATE OF CALIFORNIA  
COUNTY OF SAN DIEGO

I, KARLENA RANNALS, Secretary, Rancho Santa Fe Fire Protection District, Board of Directors hereby certify that I have compared the foregoing copy with the original resolution adopted by said board at its regular meeting on May 15, 2019, which original resolution is on file in my office; and that same contains a full, true and correct transcript there from and of the whole thereof.

Witness my hand this 16<sup>th</sup> day of May 2019.



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KARLENA RANNALS  
Secretary

## RESOLUTION NO. 2019-05

A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2019/2020 Appropriations of Tax Proceeds

**WHEREAS**, in November of 1979, the California electorate did adopt Proposition 4, which added Article XIII B of the Constitution to the California Constitution; and

**WHEREAS**, the provisions of that Article establish maximum appropriation limitations commonly called *Gann limits* for public agencies including fire districts; and

**WHEREAS**, the District must establish a Gann limit for the 2019/2020 fiscal year in accordance with the provision of with Article XIII B and applicable statutory law.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Rancho Santa Fe Fire Protection District, that the calculated maximum limit applicable to the 2019/2020 appropriations of tax proceeds is \$27,659,838 in accordance with Article XIII B of the Constitution of the State of California.

**PASSED AND ADOPTED** at a special (in lieu of regular) meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on May 15, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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JAMES H ASHCRAFT  
President

ATTEST:

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Karlana Rannals  
Secretary

RANCHO SANTA FE FIRE PROTECTION DISTRICT ARTICLE XIII B  
 APPROPRIATION OF PROCEEDS OF TAX LIMITATION  
 DETERMINATION 2019/2020

*Determination of Permitted Growth Rate in Appropriations 2019/2020, recalculated with Department of Finance Special District Population Estimate for Rancho Santa Fe Fire Protection District*

Per Department of Finance:

Per Capita Personal Income = (3.85%), Converted Factor	1.0385
Population Change = 0.52%, Converted	<u>1.0052</u>
Combined Factor =	1.0439
2018/19 Appropriation Limit (Revised)	\$26,496,631
2019/20 Appropriation Limit Adjustment Factor	1.0439
2019/20 Appropriation Limit	<u>\$27,659,838</u>

## GANN CALCULATION HISTORY

FY	Population Data (LAFCO)	Cost of Living Change	Cost of Living Ratio (C+100)/100	Population Change	Population Change Ratio (E+100)/100	Appropriations Factor d x f	Gann Limit	Tax Proceeds	Over (Under) Limit
							1,905,122		
FY88		3.47	1.0347	4.21	1.0421	1.0783	2,054,219		
FY89		4.66	1.0466	3.93	1.0393	1.0877	2,234,438		
FY90		5.19	1.0519	3.15	1.0315	1.0850	2,424,443		
FY91	9,137	4.21	1.0421	5.83	1.0583	1.1029	2,673,808		
FY92	9,137	4.14	1.0414	3.33	1.0333	1.0761	2,877,227		
FY93	9,137	-0.64	0.9936	3.25	1.0325	1.0259	2,951,725	2,429,715	(522,010)
FY94	9,137	2.72	1.0272	2.52	1.0252	1.0531	3,108,418	2,567,734	(540,684)
FY95	9,137	0.71	1.0071	1.42	1.0142	1.0214	3,174,941	2,219,836	(955,105)
FY96	9,137	4.72	1.0472	1.55	1.0155	1.0634	3,376,332	2,397,328	(979,004)
FY97	10,941	4.67	1.0467	19.74	1.1974	1.2533	4,231,620	2,524,441	(1,707,179)
FY98	10,941	4.67	1.0467	1.46	1.0146	1.0620	4,493,904	2,745,541	(1,748,363)
FY99	10,941	4.15	1.0415	2.63	1.0263	1.0689	4,803,495	3,054,021	(1,749,474)
FY00	10,941	4.53	1.0453	2.17	1.0217	1.0680	5,130,051	3,532,699	(1,597,352)
FY01	10,941	4.91	1.0491	2.33	1.0233	1.0735	5,507,302	4,026,469	(1,480,833)
FY02	10,941	7.82	1.0782	3.49	1.0349	1.1158	6,145,208	4,621,457	(1,523,751)
FY03	10,941	-1.27	0.9873	2.78	1.0278	1.0147	6,235,831	5,192,948	(1,042,883)
FY04	11,911	2.31	1.0231	2.24	1.0224	1.0460	6,522,788	5,867,676	(655,112)
FY05	14,440	3.28	1.0328	21.26	1.2126	1.2524	8,168,966	6,726,049	(1,442,917)
FY06	16,186	5.26	1.0526	22.23	1.2223	1.2866	10,510,134	7,587,597	(2,922,537)
FY07	21,884	3.96	1.0396	14.71	1.1471	1.1925	12,533,599	8,491,770	(4,041,829)
FY08	21,041	4.42	1.0442	14.11	1.1411	1.1915	14,934,242	9,501,700	(5,432,542)
FY09	26,859	4.29	1.0429	7.60	1.0760	1.1222	16,758,615	9,855,850	(6,902,765)
FY10	29,668	0.62	1.0062	1.32	1.0132	1.0195	17,085,104	9,664,518	(7,420,586)
FY11	27,751	-2.54	0.9746	1.52	1.0152	0.9894	16,904,239	9,299,241	(7,604,998)
FY12	28,262	2.51	1.0251	0.68	1.0068	1.0321	17,446,370	9,307,896	(8,138,474)
FY13	29,131	3.77	1.0377	2.47	1.0247	1.0633	18,551,269	9,394,638	(9,156,631)
FY14	31,198	5.12	1.0512	4.79	1.0479	1.1016	20,435,197	9,690,766	(10,744,431)
FY15	31,412	-0.23	0.9977	1.8	1.018	1.0157	20,755,183	10,273,101	(10,482,082)
FY16	32,066	3.82	1.0382	1.69	1.0169	1.0557	21,912,193	10,763,457	(11,148,736)
FY17	32,373	5.37	1.0537	0.73	1.0073	1.0614	23,257,426	11,373,884	(11,883,542)
FY18	34,031	3.69	1.0369	5.08	1.0508	1.0896	25,340,699	12,084,586	(13,256,113)
FY19	34,031	3.67	1.0367	0.86	1.0086	1.0456	26,496,631	12,633,073	(13,863,558)
FY20	34,031	3.85	1.0385	0.52	1.0052	1.0439	27,659,838	13,012,065	(14,647,773)

## RESOLUTION No. 2019-06

### A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Setting Benefit Charges for Fiscal Year 2019/2020

**BE IT RESOLVED**, that pursuant to the Rancho Santa Fe Fire Protection District Board of Directors meeting held May 15, 2019 this board has determined that charges for providing fire protection services by the Rancho Santa Fe Fire Protection District for fiscal year 2019/2020 shall appear as a separate item on tax bills and collected at the same time and in the same manner as ordinary county ad valorem taxes and caused to be prepared and filed, written reports describing real property receiving fire protection services.

The amount of charges for each parcel for fiscal year 2019/2020 have been computed in conformity with the procedure set forth in, and charges described by applicable ordinances and resolution of the fire protection district.

1

**THEREFORE**, it is hereby determined and ordered as follows:

1. That each and every charge set forth in said report is adopted;
2. That said reports are hereby confirmed;
3. That said reports as confirmed by this board be filed with the Auditor & Controller of the County of San Diego;
4. The cost for fiscal year 2019/2020 shall be \$10.00 per benefit unit.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on May 15, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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JAMES H ASHCRAFT

President

ATTEST

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Karlana Rannals  
Secretary

## RESOLUTION No. 2019-07

A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Levies for Special Taxes to be Collected on the Tax Roll for Fiscal Year 2019/2020

**WHEREAS**, pursuant to Section 53978 of the Government Code, the Board has determined that a special tax for providing structural fire protection by Rancho Santa Fe Fire Protection District serving the Elfin Forest/Harmony Grove areas shall appear as separate items on the tax bill and shall be collected at the same time and in the same manner as ordinary County ad valorem property taxes are collected; and

**WHEREAS**, the amount of charges for each parcel for fiscal year 2019/2020 have been computed in conformity with the procedure set forth in, and charges described by applicable ordinances, resolution and agreement of the fire protection district.

**THEREFORE, BE IT RESOLVED** and is hereby determined and ordered as follows:

1. That each and every charge set forth in said report is adopted;
2. That said reports are hereby confirmed;
3. That said reports as confirmed by this board be filed with the Auditor & Controller of the County of San Diego;
4. That said assessment shall appear as a separate item on tax bills entitled *RSF Elfin Forest/Harmony Grove Fire Protection Assessment*
5. The cost for fiscal year 2019/2020 shall be \$162.12 per benefit unit, a 3.37% increase;
6. This assessment applies to all applicable parcels in the following tax rate areas:

71001	71056	71057	71058	73224
74008	74023	74044	74046	74118
74130	74173	74226	74227	74228
74232	74233	74999	76031	76032
76033	76168	76209		

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on May 15, 2019 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
JAMES H ASHCRAFT  
President

ATTEST

\_\_\_\_\_  
Karlana Rannals  
Secretary

## RESOLUTION No. 2019-08

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

**BE IT RESOLVED** that the Board of Directors of the Rancho Santa Fe Fire Protection District does hereby authorize the following salary ranges and benefits for management personnel effective October 1, 2018.

#### 1. SALARIES (FLSA Exempt)

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

<i>Position</i>	<i>Range/Annual Salary</i>	
Fire Chief	\$178,056	\$223,197
Deputy Chief	\$148,094	\$188,820
Battalion Chief	\$121,147	\$154,463
Fire Marshal	\$113,688	\$144,957
Administrative Manager	\$102,220	\$130,332
Admin-Human Resource Manager	\$ 97,600	\$122,000
Finance Manager	\$ 97,600	\$122,000

#### 2. RETIREMENT

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

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

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

2.2 All employees enrolled in the CalPERS 3% @ 50 plan, the employee will contribute 100% of the employee’s contribution for all reportable wages. The employee will contribute \$2 per month towards the cost of the 1959 Survivor Benefit - Fourth Level.

2.3 All safety employees hired after July 1, 2012 the District shall retain a retirement plan with the Public Employee Retirement System (PERS) 3% @ 55 plan. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefit:

- a. 1959 Survivor Benefit – Fourth Level

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

- 2.4 All employees enrolled in the PERS 3% @ 55 plan, the employee will contribute 100% of the employee's contribution for all reportable wages. The employee will contribute \$2 per month toward the cost of the 1959 Survivor Benefit – Fourth Level.
- 2.5 Employee contributions for employees entering membership on or after January 1, 2013 and subject to the California Public Employees' Pension Reform Act of 2013 (PEPRA) will be determined by CalPERS.
- 2.6 The District agrees to report member contributions as taxed deferred for all employees enrolled in the CalPERS plans.
- 2.7 Retirement (Non-safety): the District shall retain a retirement plan with the Public Employees Retirement System (PERS) 2.7% @ 55 plan for all employees hired before April 1, 2012. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefits:
  - a. One-Year Final Compensation
  - b. 1959 Survivor Benefit - Fourth Level  
Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.
- 2.8 All employees enrolled in the PERS 2.7% @ 55 plan, the employee will contribute 100% of the employee's contribution for all reportable wages. The employee will contribute \$2 per month towards the cost of the 1959 Survivor Benefit - Fourth Level.
- 2.9 All non-safety employees hired after July 1, 2012 the District shall retain a retirement plan with the Public Employee Retirement System (CalPERS) 2.5% @ 55 plan. The retirement plan shall include all statutory benefits listed in Government Code Section 20840(e) and the following optional benefit:  
1959 Survivor Benefit – Fourth Level  
Note: Government Code Section 20840(e) includes but not limited to: 1) pre-retirement optional settlement 2 death benefit; 2) conversion of unused sick leave to retirement service credit; 3) ability for members to convert, at their own expense, prior military service and prior public service to CalPERS retirement service; and 4) local system service credit included in the basic death benefit.
- 2.10 All employees enrolled in the PERS 2.5% @ 55 plan, the employee will contribute 100% of the employee's contribution toward the employee contribution for all reportable wages. The employee will also contribute \$2 per month toward the cost of the 1959 Survivor Benefit – Fourth level.
- 2.11 Employee contributions for employees entering membership on or after January 1, 2013 and subject to the California Public Employees' Pension Reform Act of 2013 (PEPRA) will be determined by CalPERS.
- 2.12 The District agrees to report member contributions as taxed deferred for all employees enrolled in CalPERS.

### 3. SICK LEAVE

#### 3.1 *Shift Employees*

- 3.1.1 Accrual: Shift employees shall accrue sick leave at the rate of 12 hours per month. Sick leave shall be accumulated with no maximum accrual.
- 3.1.2 At retirement, unused sick leave credit for shift employees shall be converted as follows:
  - a. All unused sick leave hours will may be reported to CalPERS for additional service credit, if applicable

- b. The employee must choose to convert unused sick leave hours to an employee's RHSA at a ratio of 2:1. A minimum of 500 sick leave hours is required to be eligible for this option. The RHSA contribution shall be calculated at the straight time rate and shall not exceed the value of 40 shifts.

### 3.2 *Non-shift employees*

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

### 3.3 *Management Employees*

- 3.3.1 The accrual rate shall apply to the employee's permanent work schedule and not be changed for temporary or short-term assignments.
- 3.3.2 When an employee changes from one work schedule to another work schedule as a permanent assignment, accumulated leave shall be adjusted in accordance to the ratio of one work schedule to the other. Example: factor from 56-hour workweek to 40-hour workweek is .714; the factor from 40-hour workweek to 56-hour workweek is 1.4.
- 3.3.3 Sick leave shall be available for personal illness or injury, emergency medical or dental appointments and for reasonable travel time to and from health care facilities. Sick leave shall also be available to an employee for caring for a member of his/her immediate family who is ill or injured, emergency medical or dental appointments, and for reasonable travel time to and from health care facilities.
- 3.3.4 Definition of Immediate Family - Immediate family shall include: husband, wife, child, stepchild, brother, stepbrother, sister, stepsister, parent, stepparent, grandparent, grandchild, or any legal dependent residing in same household.

## **4. INSURANCE**

- 4.1 The District shall contract with a provider(s) for medical and dental benefits for providing employees and their eligible dependents with insurance benefits. The District agrees to contribute 80% of the average CalPERS HMO medical plans and 100% of the HMO dental plan(s) offered (at the family rate), per month toward medical and dental insurance. This calculated dollar amount shall be inclusive of any mandatory contributions that may be required by the provider. However, if the monthly premiums for medical and dental insurance exceed 80% of the average HMO medical/dental plans offered per month, the affected employee will be responsible for the difference.
- 4.2 Any unused premium may be used for medical/dental expenses as defined by the Administrative Policy for a maximum period of 18 months. After the 18-month period expires, or at retirement, 100% of any unused premium shall be transferred to the employee's Retirement Health Savings Account. NOTE: If an employee separates from employment, the unused premium shall be forfeited.
- 4.3 Eligible full-time employees may elect to opt out of only the medical insurance, if proof of coverage can be provided to the District. If no medical options are selected, the District shall place a capped rate of \$1,000 per month (\$12,000 annually) in the employee's medical reimbursement account. Unused premiums shall be transferred to the employees HRSA per the provisions in 6.01.
- 4.4 Employees, upon retirement, at no additional cost to active employees or to the District shall be allowed to remain on the group dental plan until age 65. The retiree will be required to have the same plan as active employees. The retiree will be responsible for payment of entire premium and a two percent (2%) administrative cost.

- 4.5 Life: The District shall provide a \$50,000 life insurance policy for the employee and the Board of Directors, and \$1,000 life insurance policy for employee's dependents. The policy shall include accidental death and dismemberment coverage.
- 4.6 Long-Term Disability: The District shall provide a Long-Term Disability plan.
- 4.7 In the event the Board of Directors modifies the insurance benefit (increase or decrease) in any other labor contract, this insurance benefit shall be adjusted per said resolution or contract for all positions identified in this Resolution.

## 5. HEALTH RETIREMENT SAVINGS ACCOUNT

- 5.1 Employees shall be required to participate in a District administered Retirement Health Savings Account (RHSA). The following terms apply:
  - a. Effective July 1, 2006 a monetary contribution will be made by the District in an amount of \$100 per employee per month.
  - b. The value of any unused medical reimbursement shall be transferred at the end of each calendar and fiscal year to the employee's RHSA (contributed twice a year).
  - c. If the shift employee has an excess of 480 hours of unused sick leave, then at the end of each calendar year 50% of the unused sick leave (144 minus sick leave used) will be contributed to the RHSA at the employee's hourly rate.
  - d. If the non-shift employee has an excess of 343 hours of unused sick leave, then at the end of each calendar year 50% of the unused sick leave (96 minus sick leave used) will be contributed to the RHSA at the employee's hourly rate.

## 6. MANAGEMENT SUPPLEMENTAL BENEFIT PLANS

- 6.1 Management Supplemental Benefit: All Managers represented in this resolution will receive a Management Supplemental Benefit (MSB) of 5% of their annual base salary as of July 1. The MSB provides for additional compensation and/or non-taxable benefit equal to 5.00% of annual base salary as of July 1, and paid once per calendar year on the July 31 pay date. The MSB of 5% of the annual base salary shall only to be used once in a twelve (12) month period for the calculation of reportable compensation. Managers covered by this benefit may choose one of the following options:
  - a. Direct Payment – Cash: this option is considered additional income and is subject to federal and state withholding taxes.
  - b. Direct Payment – Deferred Compensation 457 Plan: this option is considered additional income and is subject to the maximum deferral allowed by the IRS.
  - c. Medical Reimbursement: this option is considered a non-taxable benefit, which may be used for additional medical/dental expenses. Please note that unused monies in this account are not eligible for transfer to the District's Health Retirement Savings Account.
  - d. Combination of Option a, b, or c: this option may not exceed the maximum benefit.
- 6.2 Staff Management Supplemental Benefit: Beginning July 1, 2017, all Managers represented in this resolution and who are assigned to a 40-hour or 9/80 workweek, will receive an additional Staff Management Supplemental Benefit (SMSB) of 5% of their annual base salary. To be eligible for the SMSB, the manager must have been assigned to a 40-hour or 9/80 workweek for a minimum of ~~75~~65% of the previous fiscal year. The SMSB provides for additional compensation and/or non-taxable benefit equal to 5.00% of annual base salary as of July 1 and paid once per year on the August 15 pay date, or at retirement if employee retires prior to this pay date. This SMSB of 5% of annual base salary shall only to be used once in a twelve (12) month period for the calculation of reportable compensation. Managers covered by this benefit may choose one of the options described in 7.1 a – d.

**7. HOLIDAYS**

7.1 For the purpose of this section, the legal "holiday" shall mean and include the following days:

- a. New Year’s Day (January 1)
- b. Martin Luther King Day (third Monday in January)
- c. President’s Day (third Monday in February)
- d. Memorial Day (fourth Monday in May)
- e. Independence Day (July 4)
- f. Labor Day (first Monday in September)
- g. Veteran’s Day (November 11)
- h. Thanksgiving Day (fourth Thursday in November)
- i. Day after Thanksgiving Day
- j. Christmas Day (December 25)
- k. Floating Holiday

7.2 All Chief Officers shall receive holiday payment equal to one-half month’s salary, payable on November 15. Rotating schedules to assure availability during holidays will be required.

**8. USE OF DISTRICT VEHICLES**

8.1 The District will assign a vehicle to the following positions for commuting to/from work and all business purposes to insure availability for immediate emergency response:

- a. Fire Chief
- b. Deputy Chief
- c. Fire Marshal
- d. Battalion Chief – Administrative/Training

8.2 Personnel assigned to a take home vehicle must meet a 45-minute response time to District from their place of residence.

8.3 Battalion Chief – Shift: while on duty, shift Battalion Chiefs are provided an emergency vehicle to assist in the performance of their duties.

8.4 The value for all personal use may be reported as a taxable fringe benefit as established by IRS Regulations and the District’s Administrative policy.

**9. VACATION ACCRUAL**

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

Years of Service	Based on 40 hour work week	Based on 56 hour work week
0 – 5 years	80 hours	112 hours
6 – 10 years	120 hours	168 hours
11 – 15 years	136 hours	190 hours
16 – 20 years	160 hours	224 hours
21+ years	200 hours	280 hours

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

- 9.2 All management employees shall have the option to sell the excess of 80 hours (non-shift), or the excess of 112 hours (shift) accrued vacation at straight time, not more than twice a year, after the work period ends that include June 30 and December 31.
- 9.3 An employee may only sell a maximum of 200 hours of accrued vacation per calendar year. Minimum vacation accrual balances are required as identified in 10.02.
- 9.4 A written request received by December 31 for payment of accrued vacation sold back to the District, which will be remitted by separate check on January 15. A written request received by June 30 for payment of vacation sold back to the District, which will be remitted by separate check on July 15. No payments under this section will be reported as "reportable compensation" for retirement purposes.

**10. EMERGENCY RESPONSE COMPENSATION**

- 10.1 The District will compensate employees at the straight-time hourly rate for all time worked greater than their daily rate for responses for which the District is reimbursed. The District will pay compensation upon receipt of monies from agencies requesting services. Maximum compensation will not exceed any reimbursement amount received by the District. This provision does not apply to any Battalion Chief position.
- 10.2 Battalion Chief Emergency Callback: *Battalion Chief Emergency Callback* is defined as a call back to work for emergency coverage exceeding three (3) hours; or when on an emergency assignment that does not extend into the next 24-hour operational period shall be paid at their straight time hourly rate.
- 10.3 Battalion Chief Extended Overhead Assignment: *Battalion Chief Extended Assignment* is defined as an emergency assignment that extends into the next 24-hour operational period. The employee shall be paid an hourly rate of time and one-half.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on ~~May~~ November 14, 2019 by the following vote:

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

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James H Ashcraft  
President

ATTEST:

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Karlana Rannals  
Secretary