



**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

April 10, 2019
1:00 pm PT
Special (*in lieu of regular*) Meeting

Director Hillgren will participate via teleconference

Villa Los Conchas #201, Calle Camino de la Estrella, Desarrollo de Punta Ballena, Los Cabos 23410, Mexico

April 10, 2019
1:00 pm PT

RULES FOR ADDRESSING BOARD OF DIRECTORS

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

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

Pledge of Allegiance

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

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

4. Consent Calendar

a. Board of Directors Minutes

- Board of Directors minutes of March 13, 2019

ACTION REQUESTED: **Approve**

b. Receive and File

- Monthly/Quarterly Reports

(1) List of Demands Check 31190 thru 31303, Electronic File Transfers (EFT), and Wire Transfer(s) for the period March 1 – 31, 2019 totaling:	\$ 261,032.62
Wire Transfer(s) period March 1 – 31, 2019	\$ 223,292.47
Payroll for the period March 1 – 31, 2019	<u>\$ 631,437.15</u>
TOTAL DISTRIBUTION	\$1,115,762.24

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

(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

ACTION REQUESTED: [Information](#)

5. Old Business

a. RSF5 Design/Build – Construction

To discuss and get direction or approval from the Board on the options provided for establishing the guaranteed maximum price for the construction of RSF5. [Staff Report 19-06](#)

ACTION REQUESTED: [Direction and/or approval for establishing the guaranteed maximum price for the construction of RSF5](#)

6. Public Hearing

a. Ordinance No. 2019-01

Ordinance No. 2019-01 *entitled* An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and repealing Ordinance 2016-01.

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

7. New Business

a. Surplus of Equipment

To discuss and/or authorize the disposal of a district vehicle. [Staff Report 19-07](#)

ACTION REQUESTED: [Authorize disposal and sale of equipment](#)

8. Resolution/Ordinance

a. Ordinance No. 2019-01

To discuss and review the final version for Ordinance No. 2019-01 *entitled* an Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and repealing Ordinance 2016-01.

ACTION REQUESTED: [Adopt](#)

b. Ordinance No. 2019-02

To introduce 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 19-08](#)

ACTION REQUESTED: [Board and public comments and to schedule public hearing and final adoption](#)

9. Oral Report

a. Fire Chief – Cox

i. District Activities

b. Operations – Deputy Chief

c. Volunteer – Volunteer Recruitment & Retention Coordinator

d. Training – Battalion Chief

e. Fire Prevention – Fire Marshal

i. Weed Abatement Software Demonstration - Closs

- f. Administrative/Human Resource Manager
- g. Administrative Manager
 - i. Recognition Dinner – *April 13, 2019*
- c. Board of Directors
 - North County Dispatch JPA – Update
 - County Service Area – 17 – Update
 - Comments

10. Adjournment

The next regular meeting Board of Directors meeting to be May 15, 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 Special (in lieu of regular)
Meeting Agenda
Wednesday, April 10, 2019 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on April 4, 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 April 4, 2019

A handwritten signature in black ink, appearing to read "Karlana Rannals", written over a horizontal line.

Karlana Rannals
Board Clerk



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Special (in lieu of regular) Board of Directors Meeting
Minutes – March 13, 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

Chief Davidson led the assembly in the Pledge of Allegiance.

1. Roll Call

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

Directors Absent: None

Staff Present: Fred Cox, Fire Chief; 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 STINE, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

3. Public Comment

No one requested to speak to the Board.

4. Consent Calendar

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

a. *Board of Directors Minutes*

i. Board of Directors minutes of February 20, 2019

b. Receive and File

i. *Monthly/Quarterly Reports*

- | | |
|--|----------------------|
| 1) List of Demands Check 31066 thru 31189, Electronic File Transfers (EFT) and Wire Transfer(s) for the period February 1 – 28, 2019 totaling: | \$ 331,913.60 |
| Wire Transfer(s) for the period February 1 – 28, 2019 | \$ 223,000.24 |
| Payroll for the period February 1 – 28, 2019 | <u>\$ 510,691.38</u> |
| TOTAL DISTRIBUTION | \$1,065,605.22 |

2) Activity Reports – February 2019

- a. Operations
- b. Training

- c. Correspondence – letters/cards were received from the following members of the public:
 - i. Butte County Fire Department – Darren Read, Fire Chief

5. Old Business

- a. None

6. New Business

a. *Local Agency Formation Commission Election*

Chief Cox informed the Board that the District has an opportunity to cast a ballot to elect a regular and alternate special district member on the Local Agency Formation Commission (LAFCO). The board members discussed the candidates in consideration.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN authorized the President to cast a ballot on behalf of the District to elect a regular and alternate special district member on the Local Agency Formation Commission (LAFCO) uninstructed.

b. *RSF1 Tenant Options*

Chief Cox informed the Board that he met with representatives from Rancho Santa Fe Association on a possible relocation within the RSF1 location. They are open to modifying their lease. He has retained the services of William Smith to complete space diagrams, which will give an opportunity for cost estimates for the tenant improvements. In addition, he also plans to separate as many utilities as possible.

7. Resolution/Ordinance

a. *Ordinance No. 2019-01*

Chief Cox informed the Board that this is the second 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 first introduced.

The Board was informed that the next step was to schedule a public hearing. President Ashcraft requested that the Board Clerk schedule the public hearing for April 10, and publish the Notice of Intent to Adopt a New Ordinance applicable to all required codes.

b. *Resolution No. 2019-03*

Ms. Rannals informed the Board that the District must update its resolution annually to participate in the Fire Mitigation Fee Fund program administered by the County of San Diego. The 58 cents per square foot fee collected is expected to remain the same.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, and ADOPTED Resolution No. 2019-03 entitled a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District to participate in the San Diego County Fire Mitigation Fee Program on the following roll call vote:

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

8. Oral Report

a. Fire Chief

i. District Activities

1. He reported that the grading and landscaping plans for RSF5 were submitted to the County of San Diego for review. He is working with the Supervisor Desmond for assistance in pushing forward the building permit.
2. Rancho Santa Fe will receive six new AED's and the plan is to put them at the various schools within the District.
3. Fuel Abatement - Chief Davidson reported that the District is looking for opportunities to work with CalFire for fuel abatement on current easements specifically along Del Dios Highway and Escondido Creek area. Other areas of concern requires permission from landowners. CalFire has the option of using hand crews and they have monies allocated from the State for vegetation abatement.

b. *Operations – Deputy Chief*

Chief McQuead a handout with photos of a significant incident that occurred on March 8 involving power poles down with live wires.

c. *Volunteer – Volunteer Recruitment & Retention Coordinator*

VRRS Twohy reported that the volunteers donated 1,106 hours the previous month.

d. *Training – Battalion Chief*

Chief Sherwood reported that all scheduled training was complete. In addition, the Engineer promotional exam was completed and three members of the district we successful in their efforts. He is working on the details for "active shooter" training at the end of April; and he plans a focus on wildland training beginning in April that will extend thru August.

e. *Fire Prevention – Fire Marshal*

FM Donner reported that the monthly report is in redesign; however, an additional 691,306 square feet of new construction was reviewed. She is also meeting with representatives from Harmony Grove Village South to discuss the types of building that are being proposed in the new community.

f. *Administrative/Human Resource Manager*

Ms. DeAvila reported on the following:

1. She participated in the zone-wide engineer testing and was impressed by the staff and their knowledge. She has been participating in the North Zone consortium for hiring firefighter. The area is struggling to obtain qualified candidates. There seems to be numerous factors affecting the result.

2. The District will bring onboard two new hires effective April 16, who have successfully passed the background and medical requirements.
3. All district personnel will participate in Workers' Compensation training in March/April.

g. *Administrative Manager*

Ms. Rannals reported on the following:

1. Form 700: all required filings are complete
2. CalPERS Conference October 28-30, 2019 – Oakland, CA: she inquired as to who is interested in attending as the early bird registration will start in June. Director Tanner plans to attend.
3. Recognition Dinner – April 13, 2019: a reminder of the dinner, please RSVP

h. *Board of Directors*

Chief McQuead reviewed a significant incident that occurred on March 8 involving power poles down with live wires.

1. North County Dispatch JPA – Update: Director Ashcraft provided an update from the last meeting noted that the JPA has four new representatives attending the quarterly meetings. NCDJPA has paid off their CalPERS UAL, and they are discussing the establishment of a Section 115 Trust.
2. County Service Area 17 Update; No report; however, Director Hillgren requested that Director Stine attend the May meeting as she is not available.
3. Comments
 - i. Tanner – he made an inquiry about the status of Julian FPD. Chief Cox responded that the special election to stay or go away from CalFire is March 19.

9. Closed Session

Pursuant to section 54956.9, the board met in closed session from 2:06 – 2:26 pm to discuss the following:

- a. POTENTIAL LITIGATION (1) CASE – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
All board members listed and Chief Cox, Chief McQuead and Karlana Rannals attended the closed session. In addition, Steve Fitch, legal counsel participated via conference call.

Upon reconvening, President Ashcraft reported that direction was provided to staff.

Adjournment

Meeting adjourned at 2:28 pm.

Karlana Rannals
Secretary

James H Ashcraft
President

31190	\$213.34	Allstar Water Systems Inc	Building ADMIN
31191	\$346.22	AT&T Calnet 2/3	Telephone RSF, ADMIN
31192	\$1,372.00	C.A.P.F.	Disability Ins Short & Long
31193	\$2,370.00	Cielo Village Partners LP	Cielo HOA Fees
31194	\$102.35	Complete Office of California Inc	Office Supplies
31195	\$2,023.62	Compressed Air Specialties Inc	BA Compressor Maintenance
31196	\$94.00	Concentra	SAFER VRRRC-Entry Level Physicals
31197	\$3,176.96	County of SD/RCS	CAP Code Paging Service-Monthly Service
31199	\$1,381.27	Direct Energy Business-Dallas	Elec/Gas/Propane RSF1
31200	\$110.82	Dish	Cable RSF6
31202	\$332.44	EDCO Waste & Recycling Inc	Trash RSF
31203	\$6,760.00	Erwin Willis DBA WinTech Computer Se	Consulting Services
31204	\$305.11	Flyers Energy, LLC	Fuel: Gasoline & Diesel
31205	\$120.00	K & K Coatings	Station Maintenance - RSF5
31206	\$143.70	Napa Auto Parts Inc	Apparatus: Parts & Supplies
31207	\$2,356.89	NCDJPA	Computer - License/Software
31208	\$1,795.50	Philips Electronics North American C	CSA-17 Contract
31209	\$245.00	R.E. Badger & Son, Inc.	Weed Abatement
31210	\$50,000.00	Rancho Santa Fe Fire Protection Dist	Interfund Transfer
31211	\$449.00	Sanford, Nathan	Suppression - Overnight Conf/Seminars
31213	\$3,415.76	SoCo Group Inc	Fuel: Gasoline & Diesel
31214	\$40.00	State Fire Training	Permit: Certification
31215	\$66.00	Terminix International	Building RSF2
31216	\$544.99	Time Warner Cable	Cable - Admin
31217	\$16.45	U P S	Shipping Service
31218	\$16,158.58	U S Bank Corporate Payment System	Cal-Card./IMPAC program
31219	\$1,871.02	United Site Services	Sewer RSF
31220	\$81.14	Verizon Wireless	MDT Broadband + ATN Line, CSA-17 Contract
31221	\$7,251.00	Visser Construction Company, Inc	Building Admin Upgrades
31222	\$124.79	Airgas Inc	Safety: Breathing Air
31223	\$2,004.86	AT&T Calnet 2/3	Telephone RSF, ADMIN
31224	\$99.99	Callback Staffing Solutions	Scheduling (Crewsense) Maintenance
31225	\$266.66	CoreLogic Information Solutions Inc	Computer - License/Software
31226	\$150.00	Day Wireless Systems Inc	Radio Programming

31227	\$36.07	EDCO Waste & Recycling Inc	Trash RSF6
31228	\$443.50	Engineered Mechanical Services Inc	Building RSF1
31229	\$2,296.15	Fitch Law Firm Inc	Legal Services
31230	\$102.58	Griffin Hardware Co.	Station Maintenance - RSF2
31231	\$199.01	Konica Minolta Business Inc	Copier Maintenance Contract
31232	\$480.61	L N Curtis & Sons Inc	Fleet Equip Maintenance/Repair-Port Gen/
31233	\$2,115.06	Olivenhain Municipal Water District	Water RSF2, Training Facility
31234	\$4,929.00	Palomar College	Fire 98 - in service training program FF
31235	\$1,187.86	Palomar Sign Company	Apparatus: Miscellaneous, Safety Clothing (Protective)
31236	\$190.08	Rincon Del Diablo Municipal Water Di	Water RSF5
31237	\$150.00	SDCFCA - FPO Section	Association Dues
31238	\$3,786.08	SDG&E	Elec/Gas/Propane RSF
31239	\$1,274.81	SoCo Group Inc	Fuel: Gasoline & Diesel
31240	\$64.00	State of CA Dept of Justice	Background Investigation
31241	\$929.92	Steven Enterprises, Inc	Repair Machines & Office Equipment
31242	\$620.45	ThyssenKrupp Elevator Inc	Elevator Service
31243	\$31.37	Time Warner Cable	Cable RSF4
31244	\$494.23	TPx	Telephone ADMIN
31245	\$16.45	U P S	Shipping Service
31246	\$3,426.96	Waste Management Inc	RSF Assn - Patrol, NCDJPA Rebill, Trash RSF
31247	\$840.00	William A. Smith	Building RSF1 Upgrades
31248	\$303.28	Aair Purification Systems	Building RSF
31249	\$405.84	Advanced Communication Systems Inc	Radio Equipment Replacement
31250	\$246.81	AT&T	Telephone/Cable RSF5
31251	\$4,457.25	Aztec Landscaping, Inc.	Landscaping RSF6
31252	\$1,200.00	bkm Officeworks	Building Admin Upgrades
31253	\$240.00	Business Owner's Ins Agency	Commercial - Liability - Auto Coverage
31255	\$499.13	COR Security Inc	Building RSF4
31256	\$500.00	Dr. H.Leon Brooks	Legal Services
31257	\$1,628.24	Ferrellgas Inc	Elec/Gas/Propane RSF5
31258	\$82.46	Flyers Energy, LLC	Fuel: Gasoline & Diesel
31259	\$152.00	Golden Telecom Inc	Telephone Repair
31260	\$70.00	RSF Mail Delivery Solutions	Mail Delivery Service
31261	\$1,300.00	SBSD-EVOC	Suppression - Local Conf/Seminars

31262	\$3,782.50	Scott Davis	Programming - Computer & Software FP/PR
31263	\$8,972.21	SDG&E	Elec/Gas/Propane RSF, Admin
31264	\$299.00	SkillPath Seminars	FP - Local Conference/Seminars
31265	\$4,066.10	SoCo Group Inc	Fuel: Gasoline & Diesel
31266	\$168.38	Stericycle, Inc.	Building ADMIN
31267	\$66.00	Terminix International	Building RSF6
31268	\$102.02	Time Warner Cable	Cable - Admin
31269	\$16.45	U P S	Shipping Service
31270	\$2,103.00	Visser Construction Company, Inc	Building Admin Upgrades
31271	\$21,247.22	All Star Fire Equipment, Inc.	Safety Clothing (Protective)
31272	\$200.00	AT&T	Telephone RSF1
31273	\$165.89	AT&T	Telephone RSF2
31274	\$1,372.00	C.A.P.F.	Disability Ins Short & Long
31275	\$30.00	California Society of Municipal Fina	Meetings/Meal Expenses
31276	\$1,400.00	Carranza, Kyle	Education/Training Reimbursement, CSA-17 Contract
31277	\$324.55	CDW Government Inc.	Computer Equipment/Parts
31278	\$2,370.00	Cielo Village Partners LP	Cielo HOA Fees
31279	\$8,268.00	Cnty of SD-Registrar of Voters	Election Services
31280	\$32.80	Complete Office of California Inc	Office Supplies
31281	\$1,863.50	Concentra	SAFER VRRC-Entry Level Physicals
31282	\$180.00	Costco Inc.	Association Dues
31283	\$274.18	Cox Communications	Telephone, Cable RSF
31284	\$2,294.75	Direct Energy Business-Dallas	Elec/Gas/Propane RSF1
31285	\$110.82	Dish	Cable RSF6
31287	\$300.00	Fritchle, Nathan	Education/Training Reimbursement
31288	\$4,632.43	Guardian Life Insurance Co	Med/Dental - Retiree-Former Employees
31289	\$828.08	Lincoln National Life Ins Co	Life Insurance/EAP
31290	\$161.96	Metro Fire & Safety Inc	Safety: Extinguishers (Service & Purchas
31291	\$84.99	Napa Auto Parts Inc	Apparatus: Parts & Supplies
31292	\$17,995.08	North County EVS Inc	Scheduled & Repair - ID Various Apparatus
31293	\$730.00	Power Plus!	Elec/Gas/Propane RSF5
31294	\$195.00	Skyriders Window Cleaning Inc	Building ADMIN
31295	\$1,268.23	SoCo Group Inc	Fuel: Gasoline & Diesel
31296	\$40.00	State Fire Training	Permit: Certification

Rancho Santa Fe Fire Protection District

List of Demands - Mar 2019

31297	\$40.00	State Fire Training
31298	\$40.00	State Fire Training
31300	\$317.00	Terminix International
31301	\$900.00	TinyFrog Technologies Inc.
31302	\$58.68	U P S
31303	\$2,157.09	Verizon Wireless
31303	\$2,157.09	Verizon Wireless
EFT000000000481	\$69.33	Closs, Brandon
EFT000000000482	\$607.50	Cooper, Correy
EFT000000000483	\$118.76	Rannals, Karlana
EFT000000000486	\$2,333.54	Closs, Brandon
EFT000000000488	\$200.00	Sanford, Nathan
EFT000000000491	\$116.00	Moscato, Joseph D.
EFT000000000492	\$100.00	RSFPFA
MISC	\$25,383.83	Various
Subtotal	\$261,032.62	
ACH Transfer	\$150,122.39	CalPERS
ACH Transfer	\$73,170.08	CalPERS
Subtotal	\$223,292.47	
3/15/2019	\$336,527.41	RSFFPD
3/31/2019	\$263,643.49	RSFFPD
3/30/2019	\$31,266.25	RSFFPD
Subtotal	\$631,437.15	
Total	\$1,115,762.24	

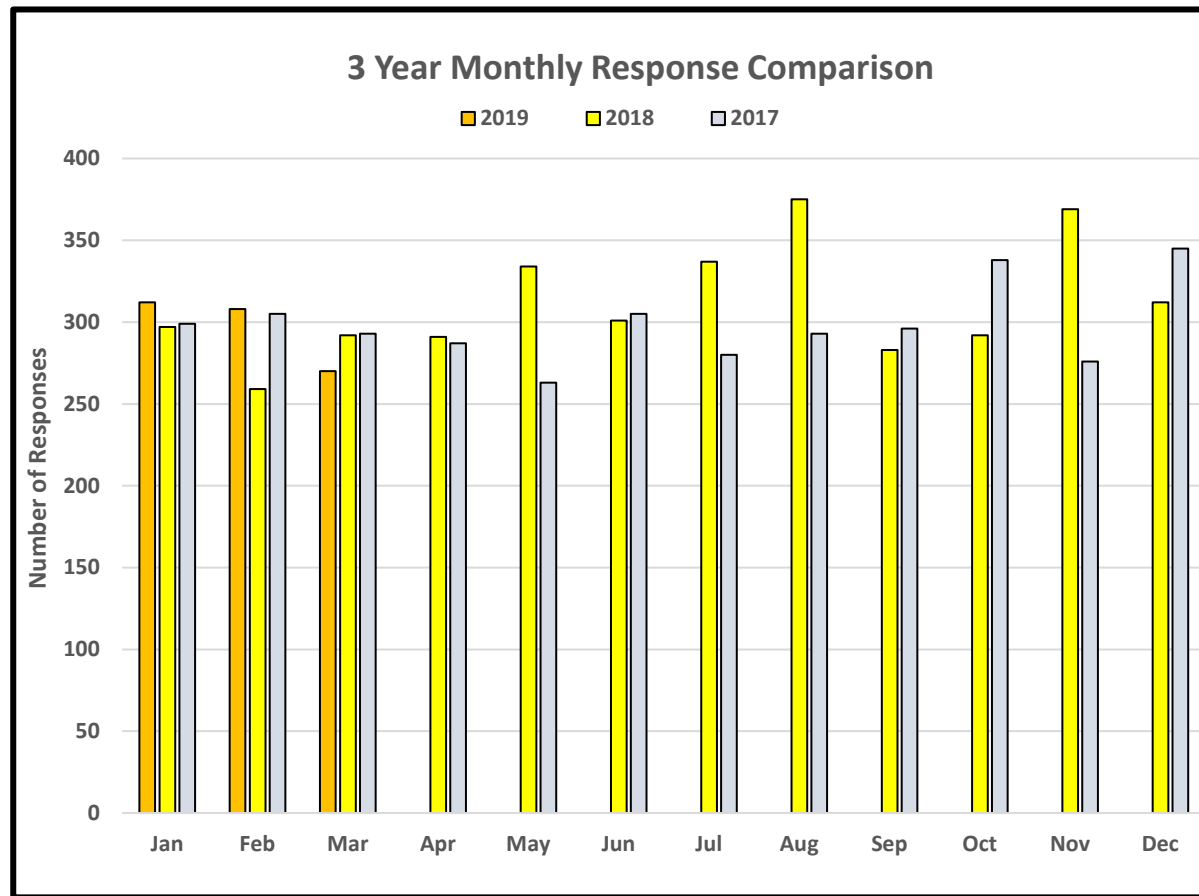
Permit: Certification
 Permit: Certification
 Building RSF, Admin
 Website Redesign
 Shipping Service
 Cellular - Telephone, New/Replacement, MDT Broadband +
 ATN Line, CSA-17 Contract
 Cellular: Phones -
 Scheduled - ID 1381
 Education/Training Reimbursement
 Janitorial Supplies
 Prevention - Meal/Lodging/Travel Exp
 CSA-17 Contract
 Mileage Reimbursement
 RSF Prof FF Assoc
 Medical Reimbursement

Feb 2019 Ret
 Apr 2019 Health

Payroll
 Payroll
 Payroll- FLSA

March 2019 Incident Count

Stations 1 - 6



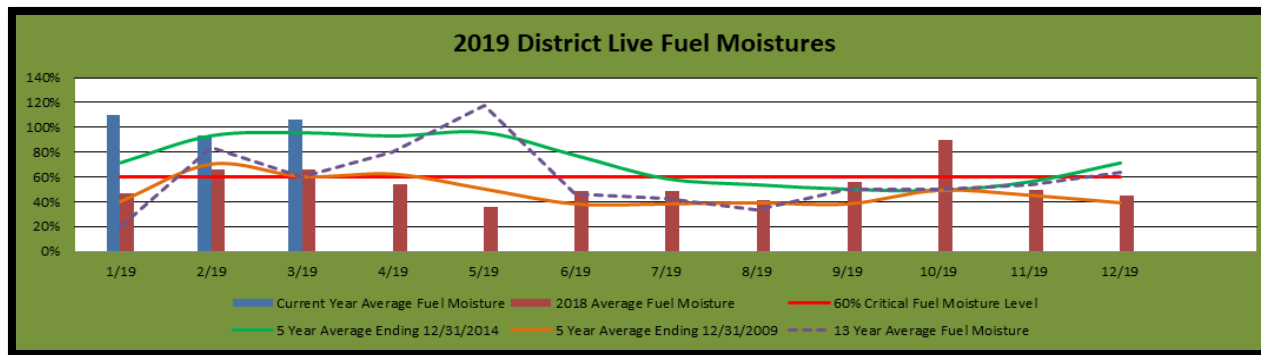
2019		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	312	308	270	0	0	0	0	0	0	0	0	0	890
	YTD	312	620	890	890	890	890	890	890	890	890	890	890	4.95%
2018		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	297	259	292	291	334	301	337	375	283	292	369	312	3,742
	YTD	297	556	848	1139	1473	1774	2111	2486	2769	3061	3430	3742	4.53%
2017		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	299	305	293	287	263	305	280	293	296	338	276	345	3,580
	YTD	299	604	897	1184	1447	1752	2032	2325	2621	2959	3235	3580	9.11%

March 2019 Incident Count

Stations 1 - 6

Incident Response Summary by Station		
Station	Month	YTD
RSF1	71	258
RSF2	83	269
RSF3	57	166
RSF4	25	82
RSF5	22	64
RSF6	12	51
Total Count:	270	890

Incident Type Summary		
Type	Month	YTD
Fire	4	23
Rupture/Explosion	0	0
EMS/Rescue	129	424
Harzardous Conditions	1	9
Service Call	40	101
Good Intent Calls	72	238
False Calls	24	87
Other	0	205
Total Incident Count:	270	1087



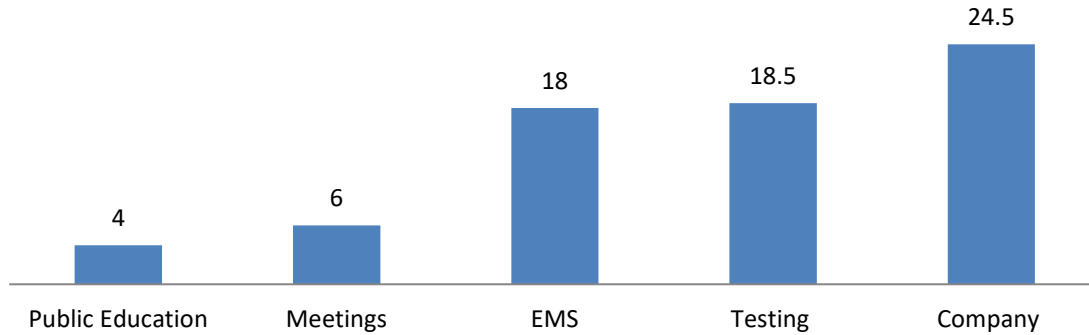
SIGNIFICANT INCIDENT(S)/OVERHEAD ASSIGNMENT(S)				
DATE	INCIDENT/LOCATION	TYPE	UNIT/STRIKE TEAM	MISC.

Training Division

March 2019

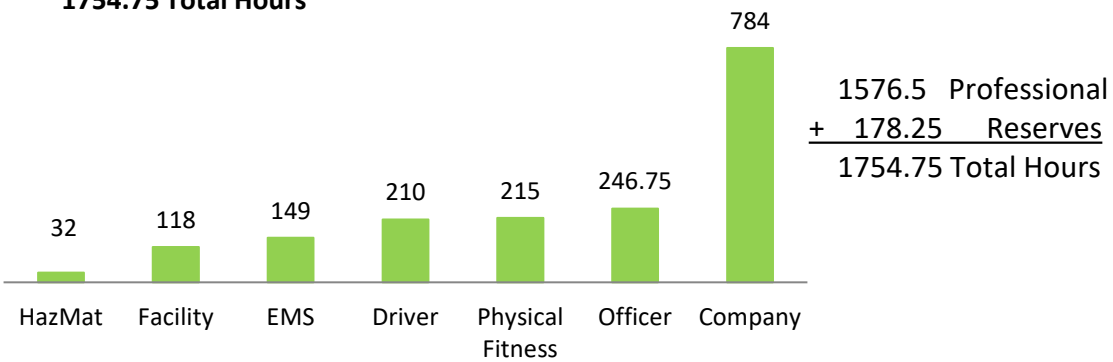
Scheduled Training

71 Total Hours



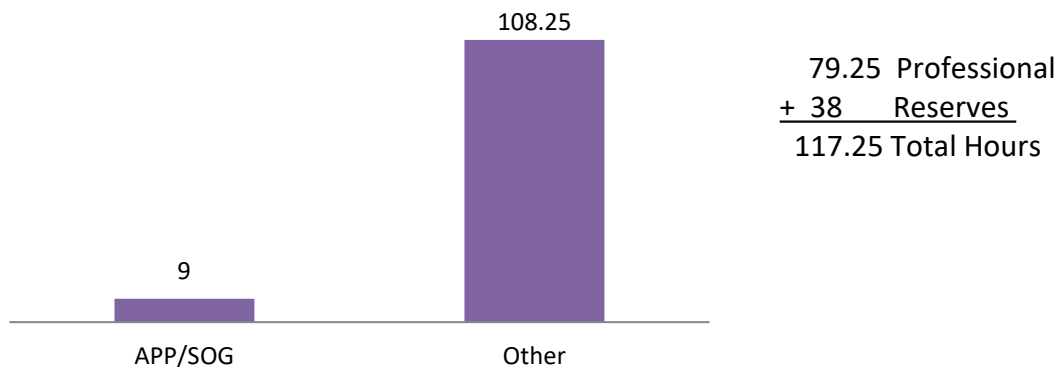
Total Individual Hours

1754.75 Total Hours

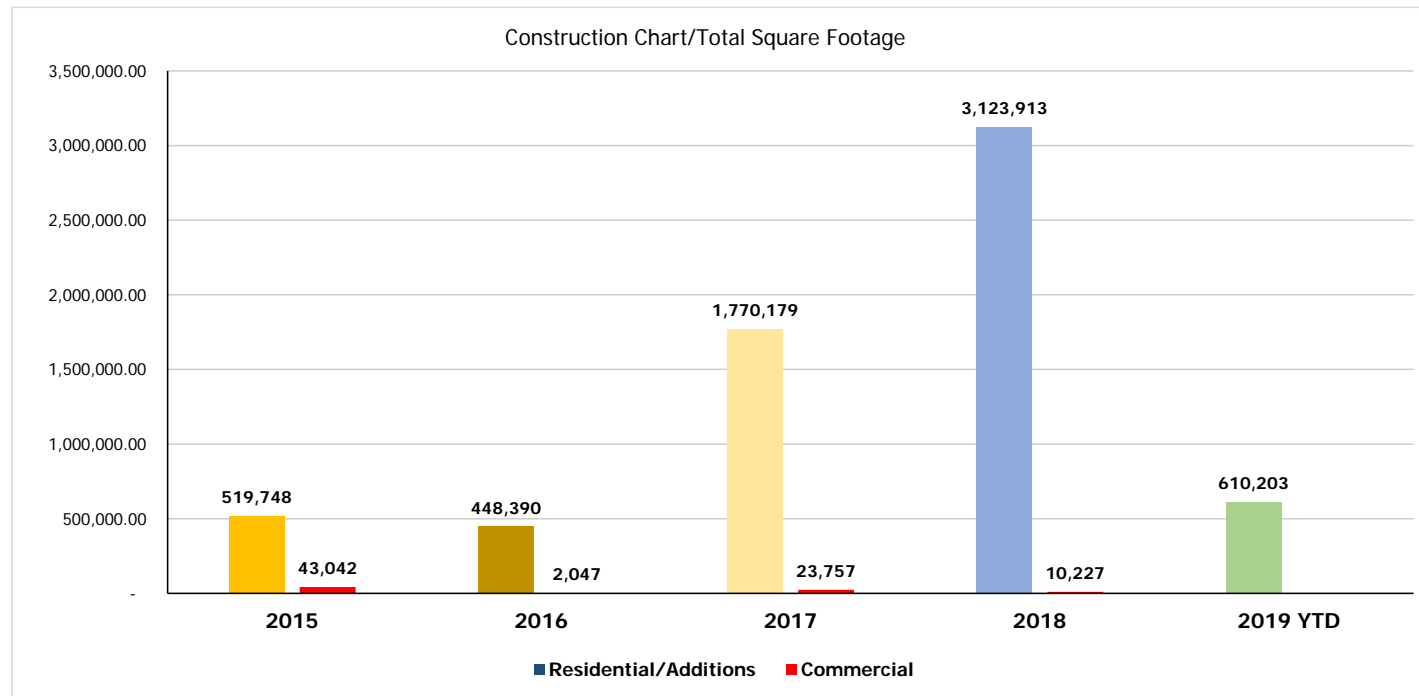


Target Solutions (On Demand) Hours

117.25 Total Hours



Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
 March 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	3,123,913	10,227	3,134,140
2017 YTD	112,786	-	112,786
2018 YTD	295,174	600	295,774
2019 YTD	610,203	-	610,203

Comparison 2018/2019 Total Square Footage (New Sqft Only)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018	186,961	62,170	46,643	37,448	69,972	1,361,554	344,679	50,736	212,489	181,371	129,141	2281800
2019	226,965	152,727	230,511									

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

PLAN REVIEWS				
Plan Type	No. of Reviews	Resubmittals	No. of Structures	Approved New SQFT (Mit Fees)
New Residential	20	13	125	230,511
Additions/Remodels	1	-	1	-
New Commercial	4	-	-	-
Commercial T.I.	2	2	-	-
Tents/Special Events	-	-	-	-
Rack Storage	-	-	-	-
Preliminary	4	4	4	-
Fire Suppression Systems	11	11	6	-
Alarms	1	1	3	-
Landscaping	15	2	-	-
Grading/MyIars/Improvement Plans	2	2	1	-
Underground	2	-	-	-
Hood System	-	-	-	-
Tanks	-	-	-	-
Cell Sites	-	-	-	-
DSS/CCL	-	-	-	-
DPLU	-	-	-	-
Solar Panels	1	-	-	-
High Piled Storage	-	-	-	-
High Hazard/Communications/Other	2	1	-	-
Spray Booth	-	-	-	-
TOTAL	65	36	140	230,511
TOTAL PLAN REVIEWS:	101			

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

REPORTS	
Report Type	No. of Reviews
Fire Protection Plans	1
Technical Reports	-
TOTAL	1

INSPECTIONS	
Inspection Type	No. of Inspections
Alarms	26
Fire Supression Systems	46
Building Construction	22
Landscaping	8
Tent/Special Event	10
Gates/Knox	1
Site Visit	4
Technical Report/FPP	-
Underground	3
Annual Inspection	7
Other	4
TOTAL	133

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

SPECIAL PROJECTS	
Project Type	No. of Projects
Grants	-
GIS	1
Forms (Updates/New)	-
Project Research	-
Computer Programming/I.T.	1
Emergency Response Support	-
Annual Mailer (Weed Abatement)	1
Board Report Formating/ Design	1
Conference Call w/ Steve Fitch	1
Big Jesus Tent	1
Weed Abatement Ordinance	1
TOTAL	7

MEETINGS	
Meeting Type	No. of Meetings
H.O.A	3
On-Site Project Meetings	18
In-Office Project Meetings	19
Weed Abatement	17
County	-
Code Development	-
Support/I.T. Development	-
San Diego County FPO's	-
Community Stakeholder Meetings	5
Other	30
TOTAL	92

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

TRAINING/EDUCATION	
Class Name	Dates
Fire Prevention Conference-CFPI Buelton	3/11/19-3/15/19
TOTAL	1

PREVENTION / PUB ED	
Activity	Number
Phone Calls	414
Emails	1,770
TOTAL	2,184

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

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

ADMINISTRATIVE SERVICES/OFFICE SUPPORT	
Activity	No. Completed
Phone Calls	657
Correspondence	729
Walk in/Counter	386
Knox Application Request	6
Burn Permits	1
Plan Accepted/Routed	101
Special Projects	5
Scanning Documents/Electronic Files	500
Meetings: Admin/Prevention/Admin Shift	15
Post Office Runs	-
Deposit Runs/Preparations	25
TOTAL	2,425

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

SOCIAL MEDIA				
Social Media	Followers	Posts	Likes/Comments	Reach
Facebook	1,501	7	852	2,322
Instagram	1,198	5	337	
Twitter	3,617	8	30	16,100
TOTAL	6,316	20	1,219	18,422

COMMUNITY OUTREACH	
Event	Participants
Boot Drive	
4S Ranch Little League Opening Day	
FPW Pizza Party	51
TOTAL	51

CAR SEATS	
Car Seats Installed	5
TOTAL:	5

EDUCATIONAL MATERIALS	
Name	Topic
Annual Mailer	Wildfire Preparedness
Annual Mailer	Evacuation Guide/Maps
TOTAL:	2

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

MEETINGS	
Meeting Type	No. of Meetings
H.O.A	1
Staff	3
Board	
Shift	1
Captain's	
CSA 17	
PIO's	
Fire Safe Council Meeting	5
SO CAL Pub Ed	
Community Stakeholder Meetings	1
TOTAL	11

TRAINING/EDUCATION	
Class Name	Dates
VHF Radio Usage	3/7/2019
Monitored for CPR Instructor Renewal	3/20/2019
Worker's Comp	3/28/2019
TOTAL	3

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

CLERICAL	
Activity	Number
Phone Calls	42
Correspondence	282
General Office	
TOTAL	324

PUBLIC MEDIA INERACTION	
Activity	Number
Press Releases	1
Community Event Interviews	-
Interviews (Other)	1
TOTAL:	2



22 Feb 2019
FIREFIGHTERS

Our heartfelt Thank You, to ALL,
for Letting us join you for the
Badge Pinning and promotional
ceremony February 20th; it is
with GREAT Pride, + Appreciation
to be in the presence of
men and women who have the
SPECIAL Gift of Kindness,
caring and dedication to be
in the FIRE Protection.
Profession.

We Thank you ALL for your
SERVICE

Sincerely

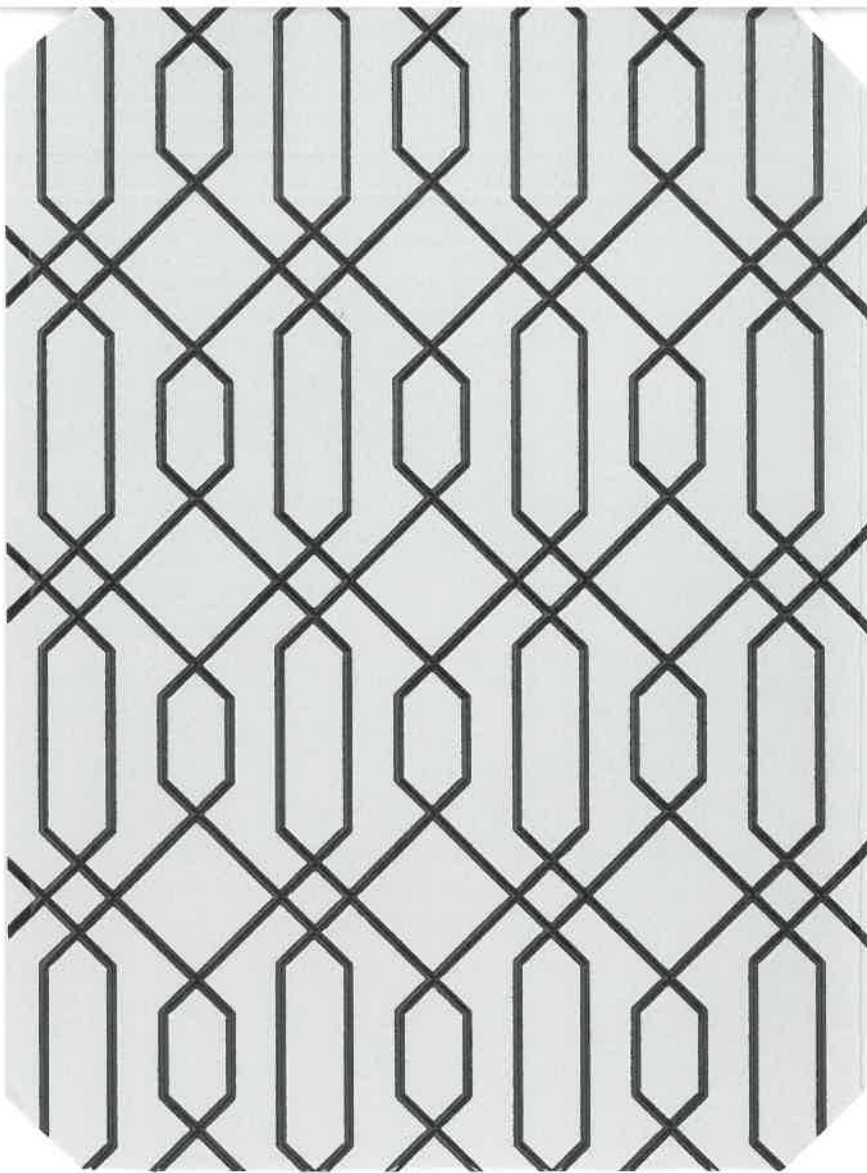
Robert + Quinton Scott

The
DIFFERENCE

you make

MAKES
ALL THE

DIFFERENCE



Dearest Elbin
Forest Fireman,

HOPE YOU KNOW
HOW MUCH
YOU'RE APPRECIATED.

Thank You

I don't know way you
drove by just as my
car was going in the
creek, but you did.
I will be eternally grateful
for your divine timing.
Big hug, Ceebi

March 27, 2019

Fred Cox
Fire Chief, RSF Fire District
PO Box 410
Rancho Santa Fe, CA 92067

Dear Mr. Cox;

On March 18, 2019 our elderly Labrador wandered down to the bottom of the Canyon behind our home. It was 7PM and getting dark. When it became apparent that she could not climb back up on her own, my husband went down after her, the grade was so steep he had to slide down the ice plant on his backside. Once down there with her, he realized she was too weak to climb up, and since she weighs over 70lbs, carrying her up was not an option.

I called 911 and was transferred to the nearest Fire Station; when I described the situation they sent out a truck immediately. I believe the responders from Station 1 were Chris Danner, Steve Sepich and Michael Weeks. Upon arriving they realized they would have to belay down over 100 feet. They set up their equipment, sent one man down to assess the situation and realized more manpower would be necessary, so a second crew arrived, Trevor Krueger, Mat Sivba and Chris Payne from Station 3, as well as the Battalion Chief, Bruce Sherwood.

They worked tirelessly for over 2 hours, finally bringing our dog Haley and my husband up in a sled, unharmed and extremely grateful.

During the entire time they were polite, professional and respectful. They explained what they were doing, why and how everything would proceed. They were careful to minimize damage to the vegetation and sprinklers.

We cannot say thank you enough for all that they did. After calling the District office and speaking with Karlana Rannals we determined that the best way to say thank you would be to make a monetary donation to the Rancho Santa Fe Fire District Foundation.

Again, our sincere thanks.

A handwritten signature in dark ink, appearing to read "Lise and Bill Shanahan". The signature is fluid and cursive, with the first name "Lise" being more prominent.

Lise and Bill Shanahan
4948 Rancho Viejo Drive
Del Mar, CA 92014

STAFF REPORT

NO. 19-06

TO: BOARD OF DIRECTORS
FROM: FRED COX, FIRE CHIEF
SUBJECT: ESTABLISHING THE GUARANTEED MAXIMUM PRICE FOR
THE CONSTRUCTION OF RSF FIRE STATION 5
DATE: APRIL 4, 2019



RECOMMENDATION:

Staff seeks direction from the Board of Directors on the course of action desired for the design-build of RSF5 in Harmony Grove, and authorize the Fire Chief to take such action upon review by legal counsel.

BACKGROUND:

After a competitive bid process 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. Part one was for the design of the Fire Station; part two is for the actual construction of the fire station. It is stipulated in the contract timeline, that a final GMP would be established when the fire station plans and permitting process are at ninety (90) percent completion. Once the final GMP is established, all costs are locked and may not exceed this price.

CURRENT SITUATION:

All trades were publicly bid by Erickson Hall and 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.

The Fire Station is approximately \$600,000 over projected costs. This is attributed to mainly:

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

Staff has been working diligently to reduce costs without reducing the usability and operating efficiency of the fire station. Several value-engineered changes have been made to save on costs, with the major ones to include:

- Roof change from a standing metal seem roof to architectural asphalt shingle
- Changing the bay doors from inward swinging to outward swinging which saved 500 sq. ft. of construction costs
- Changing the rear doors from bi-fold doors to roll up doors
- Reduced landscaping

STAFF REPORT 19-06

- Eliminating future underground utilities, masonry block wall, a solar photovoltaic system, along with a laundry list of smaller items.

Future savings may be realized during construction due to efficiencies or alternate construction methods. All savings go directly back to the district. Most projects of this type will also have unknown costs. A typical design-bid-build has a 10% contingency. Since this is a design-build project, included is a 3% contingency for a total amount of \$171,000. With proper project management, additional savings can be accomplished as cash back to the district. If the board elects to proceed with the construction, staff recommends that any cost savings or remaining contingencies be placed towards the photovoltaic solar system, which can be installed towards the end of construction.

Staff is requesting direction on the various options to proceed with the station construction. These options would include:

- a. Accept the GMP as presented
- b. Reject the GMP and terminate the process with Erickson Hall and WLC Architects. The District will then advertise the contract as a “bid and build” type process
- c. Reduce costs by eliminating the community room
- d. Continue to investigate other cost reducing measures and continue negotiating the GMP with the contractor/architect
- e. Not build the station at this time.

STAFF REPORT

NO. 19-07

TO: BOARD OF DIRECTORS
FRED COX, FIRE CHIEF

FROM: DAVID LIVINGSTONE, BATTALION CHIEF

SUBJECT: SALE OF SURPLUS PROPERTY

DATE: APRIL 4, 2019



RECOMMENDATION

Staff recommends that the surplus vehicle (No. 0384) be sold to a vendor for cash, as is, based on their offer of \$2400

BACKGROUND

The Fire District purchased vehicle no. 0384 in 2003, and it was used as a staff vehicle for several positions. Most recently, the staff vehicle was assigned to the Fire Services Assistant. With the purchase of a replacement pickup truck this use last year, vehicle no. 0384 is designated as surplus.

CURRENT SITUATION

This staff vehicle is now 16 years old with 131,100 miles, and is no longer viable as a fleet vehicle due to age, mileage, and mechanical problems and is no longer needed by the district. The Kelly Blue Book trade in value is \$2200

Staff is prepared to send the surplus equipment to the vendor based on their cash offer of \$2400.

ORDINANCE No. 2019-01

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

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

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

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

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

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

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

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

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

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

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

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

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

ARTICLE XII. Ordinance 2016-01 is hereby repealed.

ARTICLE XIII.

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

First Read at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District of the County of San Diego, California, on the 20th day of February 2019. A second reading occurred at a special (in lieu of regular) meeting on March 13, 2019, and a public hearing and final adoption on the 10th day of April 2019 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James Ashcraft
President

ATTEST

Karlana Rannals
Secretary

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

* Additional rate will apply if base rate is exceeded

Ordinance No. 2019-01
Attachment A - Schedule of Fees

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

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

* Additional rate will apply if base rate is exceeded

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

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

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Attachment A - Schedule of Fees

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

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9.2	Temporary Membrane Structures, Tents and Canopies Small 0-5,000 Sq ft	Permit and Inspection fee, includes permit, plan review, travel to and from and data entry	\$229
9.3	Temporary Membrane Structures, Tents and Canopies Large over 5,000 Sq ft. *See footnote below	Permit and Inspection fee, includes permit, plan review, travel to and from and data entry	\$308
9.4	Special Events (Not including membrane structures, tents and canopies)	Site plan review, site inspection, travel to and from and data entry. NOTE:	Hourly Rate
9.5	Pyrotechnics Display footnote below *See	Application review, pre-site inspection, pyrotechnic product inspection and setup, event, post show inspection, travel to and from and data entry. NOTE: Additional standby time will be billed at the Fully burned wage rate.	\$534
9.6	Inspection Cancellation Fee	Failure to cancel field inspection within 24 hours of set appointment (per failure) Inspection shall be cancelled by 7:30 am on the day of the inspection.	\$87
9.7	Additional Inspection	Includes travel time and additional special event inspection	\$149
9.8	Expedited Inspection and/or Overtime Inspection	Special event, tent etc.	Overtime Rate
Reference Number	RENTAL FEES	Fee Description	Fee
10.1	Training Tower w/ grounds	No Burn Room (per day)	\$400
10.2	Training Grounds	Per day fee.	\$250
10.3	Burn room	Per Hour, plus tower fee. Includes three personnel to run the burn room and fuel costs	\$200 per hr.

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

* Additional rate will apply if base rate is exceeded

STAFF REPORT

NO. 19-08

TO: BOARD OF DIRECTORS
FROM: FRED COX, FIRE CHIEF
SUBJECT: ORDINANCE NO. 2019-02
DATE: APRIL 4, 2019



RECOMMENDATION:

Staff recommends the Board continue with the adoption process of Ordinance 2019-02 for approval and adoption. This updated Ordinance will provide for increased life safety and property protection measures and Ordinance 2015-01 will be repealed.

BACKGROUND:

The Rancho Santa Fe Fire Protection District is located in very high fire hazard severity zone. Over the years, several wildland fires have burned through our Fire District consuming hundreds of acres of land and burning multiple homes. With our changing climate and the increase in devastating fires California has experienced, our fire prevention staff was tasked to bring forth better protection measures to enhance our community's resiliency. One-step is to modify Ordinance 2015-01.

ANALYSIS / DISCUSSION:

A home's survivability during a wildland fire revolves around two main components:

- a) Reducing heat transfer from radiation, conduction, convection heat sources.
- b) Improving a home's non-ignitability factor from heat and flying embers.

Staff recommends several changes to Ordinance 2015-01, with the most significant being:

1. The current ordinance requires "the area between 50 to 100 feet from a building that all dead and dying vegetation shall be removed. Native vegetation may remain in this area provided that the vegetation is modified so that combustible vegetation does not occupy more than 50% of the square footage of this area".

Ordinance 2019-01 will increase the requirement so that "combustible vegetation does not occupy more than twenty-five (25) percent of the square footage of this area".

The reasoning behind this change is that the 50% reduction does not reduce fuel continuity enough; fuel continuity being defined as "the degree or extent of continuous or uninterrupted distribution of fuel particles in a fuel bed thus affecting a fire's ability to sustain combustion and spread". Figure 1 illustrates fuel reduction at 50 percent and at 75 percent reductions.

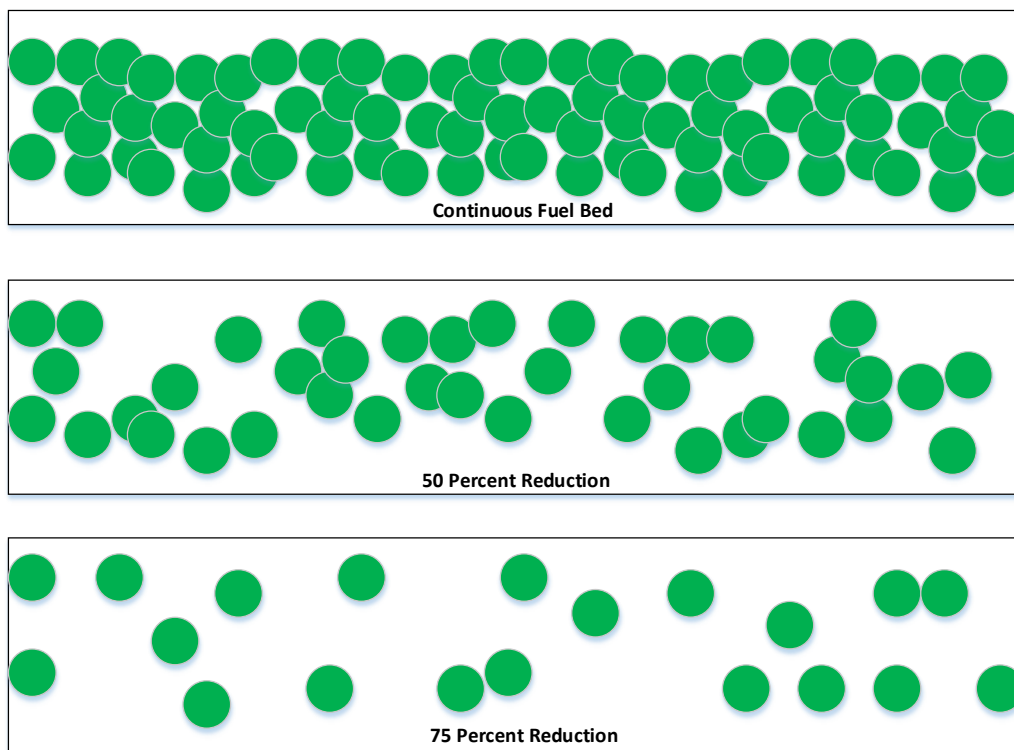


Figure 1

2. Recent studies have shown that the area from 0'-5' from a structure is the most important zone to protect from flying embers for structure defense. Embers are burning pieces of airborne wood and/or vegetation that can be carried more than a mile through the wind. Embers can penetrate and smolder in woodpiles, patio/deck items, vents, debris on roofs/gutters, and is most often noted in certain landscape materials and/or plantings that are too close to the home. Ordinance 2019-01 will reflect, "From this date forward, new construction or new replacement landscape installations shall not have combustible mulch in the area from 0-5 feet from the furthest attached exterior point of the home. Landscape vegetation in this zone will be limited to irrigated lawn and low-growing fire resistive herbaceous (non-woody) plants".

Other modifications include:

3. Increasing roadside vegetation clearance of up to 30' for severe fire hazard areas and evacuation routes.
4. Clarification verbiage for vacant parcels and defensible space along property lines.

Research and experience has shown that a home's ignitability is determined by the home itself and its immediate surroundings. By limiting the amount of flammable vegetation (item "a") within the first 100' zone of a structure, and improving a home's ignition resistance (item "b"), along with other codified construction features (ignition resistant construction), we can dramatically improve a structures survivability in the event of wildland fire.

Ordinance No. 2019-02

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

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. The goal of this ordinance is to provide space that is more defensible for fire suppression personnel to operate while allowing for public nuisance abatement when property owners allow combustible vegetation and other flammable materials to accumulate in violation of this ordinance.

Article II. The majority of 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 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. Vegetation includes dry grass, brush, weeds, litter or other flammable vegetation that creates a fire hazard
- 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.
- 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.
- 1.13 VEGETATION includes any of the following plants or vegetation, which bare seeds of a downy or wingy nature, which create a fire or health hazard.
 - 1.13.1 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.
 - 1.13.2 Plants or vegetation, which is otherwise noxious weed or dangerous
 - 1.13.3 Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health.
 - 1.13.4 Dry grass, stubble and weeds, which endangers the public safety by creating a fire hazard in any portion of the Rancho Santa Fe Fire Protection District, shall be mowed to a height of no more than four (4) inches.
 - 1.13.5 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.
 - 1.13.6 Any accumulation of dry grasses or other flammable vegetation within ten (10) feet of any aboveground flammable liquid or combustible gas vessel.
 - 1.13.7 Trees, if determined to increase the fire hazard, due to mortality, insect infestation, disease, or lack of maintenance. Mature trees must be trimmed so that limbs are a minimum of six (6) feet above the ground or tallest shrub underneath the drip line.
 - 1.13.8 Dead and/or dying groves and/or forests.
 - 1.13.9 Palm Trees all dead palm fronds including older leaves that persist on the tree, forming a "skirt" of brown thatch.

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, and other such accumulations 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.

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, and other combustible material, dead vegetation stock piled. Any chipping that is done on site should be spread not to exceed 6 inches in height and be maintained at least twelve (12) inches away from any structure.

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:
- 5.01.1 Maintain an effective fuel modification zone/defensible space by mowing, thinning, clearing away, or modifying away combustible vegetation and other flammable materials from areas within one hundred (100) feet from any structure. The area within fifty (50) feet of a building or structure shall be mowed or cleared of vegetation that is not fire resistant. If re-planted, all plants shall be fire-resistant plants, which are properly irrigated and maintained. In the area between fifty (50) feet to one hundred (100) feet from a building, native vegetation may remain in this area provided that the vegetation is modified so that combustible vegetation does not occupy more than twenty-five (25) percent of the square footage of this area. It is required that any dead and dying vegetation shall be removed in this zone and all weeds shall be cut to a stubble of no more than four (4) inches in height.
 - 5.01.2 Maintain all trees free of deadwood, dead palm fronds within one hundred (100) feet of a structure, twenty (20) feet of a roadway and trim/prune at a minimum of ten (10) feet away from construction, roofs, and wood siding of any type. Mature trees in this one hundred (100) foot zone shall be trimmed to a minimum height of six (6) feet above the ground.
 - 5.01.3 Maintain the roof of a structure free of leaves, needles or other vegetative growth.
 - 5.01.4 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.

5.01.5 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.

5.01.6 From this date forward, new construction or new replacement landscape installations shall not have combustible mulch in the area from 0-5 feet from the furthest attached exterior point of the home. Landscape vegetation in this zone will be limited to irrigated lawn and low-growing fire resistive herbaceous (non-woody) plants.

5.01.7 Remove any portion of trees, which extend within ten (10) feet of the outlet of a chimney.

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 Combustible weeds on vacant parcels shall be mowed in entirety to a stubble height of no more than four (4) inches. 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 fifty (50) feet of clearance around the perimeter of the property if deemed a fire hazard, and twenty (20) feet clearance along existing roads and driveways.

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

9.01 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. All roadways 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.

- 9.01.1 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.
- 9.01.2 EXCEPTION (2): Specific areas or developments with fire management plans may require up to 30 feet of roadway clearance dependent on site approval conditioning.
- 9.01.3 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 be mowed or disked to bare soil. 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 at a conspicuous place on the land or abutting public right-of-way and insertion of an advertisement at least once a week for a period of two weeks in a newspaper of general circulation in the Rancho Santa Fe Fire Protection District. A said newspaper advertisement will be a general notice that property in the Rancho Santa Fe Fire Protection District has been posted in accordance with this article and contains a general statement of the effect of such posting. The date of such newspaper advertisements will not be considered in computing the appeal periods provided by this article.

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 10th day of April 2019. A public hearing was held **(date)**, 2019 and said Ordinance was adopted and ordered published in the manner required by law at their regular meeting on the **(date)**, day of _____, 2019 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

James Ashcraft
President

ATTEST

Karlana Rannals
Secretary