



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

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

August 21, 2024
1:00 pm PT
Regular Meeting

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

Public Virtual Option Information: To join virtually via Microsoft Teams, click the link below:
[Join the meeting now](#)

Meeting ID: 243 860 324 778; Passcode: GVkAQs
Dial in by phone: +1 872-215-6310; Phone Conference ID: 242719870#

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

Rules for Addressing the Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot act on any matter presented during the Public Comment but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may act on matters of an urgent nature, or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

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



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

August 21, 2024

1. Call to Order
2. Determination of a Quorum/Roll Call
3. Pledge of Allegiance
4. AB 2449: Approve Director's Request
 - If a request is submitted, consider approval of the Director's request to participate remotely and utilize Just Cause or Emergency Circumstance per AB 2449
5. Motion waiving reading in full of all Resolutions/Ordinances

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

6. Consent Calendar
 - a. Board of Directors Minutes
 - Board of Directors Minutes of July 17, 2024
 - Board of Directors Special Meeting Minutes of July 26, 2024ACTION REQUESTED: **Approve (Roll Call)**

6. Consent Calendar
 - b. Receive and File
 - Monthly/Quarterly Reports for July 2024
 - (1) List of Demands Check 37895 thru 37994 and Electronic Funds Transfers (EFTs)

totaling:	\$ 670,361.76
Wire Transfer(s) totaling:	\$ 1,139,741.25
Payroll(s) totaling:	\$ <u>1,370,125.50</u>
TOTAL DISTRIBUTION	\$ 3,180,228.51
 - (2) Grant Recap
 - (3) Activity Reports – July 2024
 - (a) Operations
 - (b) Training
 - (c) Fire Prevention

ACTION REQUESTED: **Receive and File**

7. Public Comment

This portion of the agenda may be utilized by any person to address the Board of Directors on any matter within their jurisdiction. However, depending on the subject matter, the Board may be unable to respond at this time or until the specific item is placed on the agenda at a future meeting, as provided by The Brown Act. Comments will be limited to five (5) minutes per person.



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

August 21, 2024

8. Public Hearing(s)

a. Ordinance 2024-01

To call for any taxpayer to appear and be heard regarding the increase, decrease, or omission of any fee prior to adoption by the Board of Directors.

ACTION REQUESTED: **Public input - a final call for public comment (oral or written)**

b. Final Budget FY25

To call for any taxpayer to appear and be heard regarding the increase, decrease or omission of any budget item, or for the inclusion of additional items prior to adoption by the Board of Directors

ACTION REQUESTED: **Public input - a final call for public comment (oral or written)**

9. Ordinance/Resolution

a. Ordinance 2024-01

To discuss and/or adopt Ordinance 2024-01 entitled An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection Adopting Fees for Services by Reference to The California Health and Safety Code Section 13916 and Section 13919 and Repealing Ordinance 2022-01. [APP100.13; Fee Schedule – Redlined Changes; 2024 Final Fee Schedule](#)

ACTION REQUESTED: **Adopt (Roll Call)**

b. Resolution 2024-10

To discuss and/or adopt a resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting the Final Budget for Fiscal Year 2024/2025. [Proposed Budget](#)

ACTION REQUESTED: **Adopt (Roll Call)**

10. New Business

a. North Zone Master Automatic Aid Agreement

To discuss and/or authorize the Fire Chief to execute the *2024 North Regional Zone Master Interoperable Automatic Aid Agreement for Fire-Rescue Responses & Support Activities*. [Staff Report 24-27; Agreement](#)

ACTION REQUESTED: **Authorize (Roll Call)**

11. Oral Reports

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



Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting

August 21, 2024

12. Adjournment

The next regular Board of Directors meeting to be held on September 18, 2024, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

CERTIFICATION OF POSTING

I certify that on August 16, 2024, 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 August 16, 2024:

Sarah Montagne
Board Clerk

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes July 17, 2024



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

Director Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:01pm.

Pledge of Allegiance

Deputy Chief Brian Slattery led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Malin (Virtual), Stine, Tanner, Hillgren

Directors Absent:

Staff Present: Fire Chief Dave McQuead; Deputy Chief Brian Slattery; Fire Marshal Marlene Donner; Finance Manager Burgen Havens; Battalion Chief Jim Mickelson; Accounting Specialist Gina Medina

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

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

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

2. **Consent Calendar**

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the consent calendar with adjustment of agenda date to July 17, 2024.

3. **Public Comment**

Six (6) members of the public commented regarding the Elfin Forest/Harmony Grove Village South project.

4. **Public Hearings**

a. **Ordinance 2024-01**

Approve Fees for Services by Reference to The California Health and Safety Code Section 13916 and Section 13919 and Repealing Ordinance 2022-01. Staff Report 24-23; APP100.13.

No public comments received.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE. MOTION CARRIED to set final public hearing for August 21, 2024.

AYE: DIRECTOR ASHCRAFT, DIRECTOR MALIN, DIRECTOR TANNER, DIRECTOR HILLGREN, DIRECTOR STINE

NAY: NONE

ABSENT: NONE

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes July 17, 2024



b. Fixed Charge Special Assessment for Weed Abatement

Authorize a special assessment on Parcel Nos. 267-080-38-00 and 305-020-35-00

for nonpayment of forced abatement fees. Authorize staff to deliver special assessment for nonpayment of fees to the County of San Diego. Staff Report 24-24.

No public comments received.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize a special assessment on Parcel Nos. 267-080-38-00 and 305-020-35-00.

c. FY2024/2025 Proposed Budget

To discuss and/or approve the preliminary budget for the next fiscal year and schedule a public hearing for final adoption. Exhibit A.

No changes made to the budget since prior Board meeting. No public comments received. No action required. Discussion was had regarding the agenda action items and agreement was made to set final hearing for August 21 Board meeting. The proposed FY25 budget will be presented.

5. New Business

a. Resolution 2024-06

To discuss and/or adopt a resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Amending the Fair Political Practices Commission's Standard Conflict of Interest Code and Candidate Disclosure Statement and Repealing Resolution No. 2023-08.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE. MOTION CARRIED to adopt Resolution 2024-06.

AYE: DIRECTOR ASHCRAFT, DIRECTOR MALIN, DIRECTOR TANNER, DIRECTOR HILLGREN, DIRECTOR STINE

NAY: NONE

ABSENT: NONE

6. Oral Report

a. Fire Chief:

Fire Chief McQuead shared the Rancho Review drone article. Oceanside Fire opened new Station 1. Brian Salameh promoted to Battalion Chief. Involved in multiple 4th of July events.

b. Operations:

Deputy Chief Slattery reported on deployment updates and significant local incidents. CSA-17 received Gold Standard from AMR Mission Lifeline EMS Recognition for 5th consecutive year.

c. Training:

Deputy Chief Slattery reported the new-hire academy is wrapping up July 19th. Burn Box has been installed at tower. Working on additional training videos.

d. Fire Prevention:

Fire Marshal Donner reported on various plan reviews and projects. Working on posting job notice for current vacancy.

e. Finance:

Finance Manager Havens reported on audit prep to close FY24. Working on getting Caselle Connect online. Discussed FY24/25 assessed valuations and FY24 mitigation fees collected.

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes July 17, 2024



f. **Board of Directors:**

i. **North County Dispatch JPA:**

Next meeting is in August.

ii. **County Service Area – 17:**

Next meeting is in August.

iii. **Rancho Santa Fe Fire District Foundation:**

Retired Chief Twohy reported on two new Board members.

iv. Director Comments:

Malin: No comment

Stine: Reported on Lahaina conditions following wildfires last year.

Ashcraft: No comment

Tanner: No comment

Hillgren: No comment

7. **Adjournment**

Meeting adjourned at 2:49pm

The next regular Board of Directors meeting is to be held on August 21, 2024, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

Sarah Montagne
Executive Assistant/Board Clerk

James H. Ashcraft
President

Rancho Santa Fe Fire Protection District
Special Board of Directors Meeting
Minutes July 26, 2024



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

Director Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 9:31a.

Pledge of Allegiance

Director Ashcraft led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Malin (Virtual), Stine (Virtual), Tanner
Directors Absent: Hillgren
Staff Present: Fire Chief Dave McQuead; Finance Manager Burgen Havens; Executive Assistant/Board Clerk Sarah Montagne

1. **Public Comment**

No comment.

2. **New Business**

a. **Resolution 2024-09**

To discuss and/or adopt a resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Authorizing the Establishment of a Checking Account for BPAS Transactions.

Staff Report 24-24.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE AND CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to adopt Resolution 2024-09 entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Authorizing the Establishment of a Checking Account for BPAS Transactions.

b. **Reclassify CRRS position to FPS position**

To discuss and/or approve the reclassification of the CRRS position to FPS position. Staff Report 24-25

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the reclassification of the CRRS position to FPS position.

3. **Adjournment**

The meeting adjourned at 9:47a.

The next regular Board of Directors meeting is to be held on August 21, 2024, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

Sarah Montagne
Executive Assistant/Board Clerk

James H. Ashcraft
President

Check No.	Amount	Vendor	Purpose
37895	\$925.00	Accme Janitorial Service Inc	BUILDING: ADMIN
37896	\$752.87	Advanced Communication Systems Inc	RADIOS
37897	\$2,707.51	American Medical Response Inc	CSA-17 CONTRACT
37898	\$3,174.78	AT&T Calnet 2/3	UTILITIES: ADMIN, RSF1, RSF3, RSF4, RSF6
37899	\$545.22	California Paramedic Foundation	CSA-17 CONTRACT
37900	\$1,306.00	Caselle INC.	COMPUTERS & PRINTERS
37901	\$1,585.00	Casey King	MEETINGS & SPECIAL EVENTS
37902	\$20,226.19	CDW Government Inc.	COMPUTERS & PRINTERS
37903	\$1,276.45	Charter Communications Holdings LLC (Sp	UTILITIES: ADMIN, RSF4
37904	\$235,716.00	City of San Marcos	WORKERS' COMP INSURANCE
37905	\$11,079.57	County of San Diego	LAFCO ASSESSMENT FEE
37906	\$3,065.00	County of SD/RCS	800 MHz NETWORK FEES
37907	\$590.70	Cox Communications	UTILITIES: RSF3
37908	\$1,402.00	DEH County of San Diego	PERMITS
37909	\$1,582.11	Discount Tire	APPARATUS/VEHICLES
37910	\$120.80	Dish	UTILITIES: RSF6
37911	\$327.95	Duthie Electric Svc Corp	GENERATOR
37912	\$592.13	EDCO Waste & Recycling Inc	UTILITIES: RSF5 RSF6
37913	\$9,106.12	Endsight LLC	COMPUTERS & PRINTERS
37914	\$327.73	Fire ETC Inc	CAPITAL - APPARATUS
37915	\$860.00	Fitch Law Firm Inc	LEGAL SERVICES
37916	\$673.75	Global Door & Gate Inc.	BUILDING: RSF1
37917	\$110.37	Griffin Hardware Co.	STATION SUPPLIES, BUILDING: RSF2
37918	\$5,895.82	Guardian Life Insurance Co	MEDICAL/DENTAL INSURANCE
37919	\$350.90	Home Depot INC	EQUIPMENT - MINOR
37920	\$258.00	Integrity Data	MEMBERSHIPS & SUBSCRIPTIONS
37921	\$525.00	K & M Pest Solutions	BUILDING: ADMIN, RSF1, RSF2, RSF3, RSF4, RSF5, RSF6
37922	\$188.25	Konica Minolta Business Inc	COPIER MAINTENANCE CONTRACT
37923	\$2,663.50	Liebert Cassidy Whitmore	LEGAL SERVICES
37924	\$300.96	Lincoln National Life Ins Co	LIFE INSURANCE
37925	\$1,392.00	Mission Critical Protocols, Inc	CSA-17 CONTRACT
37926	\$131.90	Nationwide Medical Surgical Inc	CSA-17 CONTRACT
37927	\$101,362.21	NCDJPA	DISPATCH SERVICES, CSA-17 CONTRACT
37928	\$14,739.26	North County EVS Inc	APPARATUS: REPAIR
37929	\$1,735.86	Olivenhain Municipal Water District	UTILITIES: RSF2, RSF3, RSF4
37930	\$252.46	Quench USA, Inc.	BUILDING: ADMIN, RSF6

Check No.	Amount	Vendor	Purpose
37931	\$400.00	R.E. Badger & Son INC.	BUILDING: RSF6
37932	\$179.50	Race Telecommunications INC	UTILITIES: RSF1
37933	\$345.00	Rancho Santa Fe Rotary	MEMBERSHIPS & SUBSCRIPTIONS
37934	\$1,171.15	ReNewell Fleet Service	CAPITAL - APPARATUS
37935	\$501.08	Rincon Del Diablo Municipal Water District	UTILITIES: RSF5
37936	\$2,632.50	Robert Half International	TEMPORARY STAFF EXPENSE
37937	\$120.00	RSF Mail Delivery Solutions	OFFICE EXPENSES
37938	\$50.00	RSF Security Inc	UTILITIES: RSF5
37939	\$1,485.33	San Diego Union-Tribune	ADVERTISING & LEGAL NOTICES
37940	\$4,234.19	SC Commercial LLC	FUEL/PROPANE
37941	\$50.00	SDCFCA	MEMBERSHIPS & SUBSCRIPTIONS
37942	\$50.00	SDCFCA - EMS Section	MEMBERSHIPS & SUBSCRIPTIONS
37943	\$1,399.74	SDG&E	UTILITIES: RSF6
37944	\$497.00	Streamline	WEBSITE
37945	\$66,840.00	TruePoint Solutions LLC	CAPITAL - EQUIPMENT; FP ACCELA SOFTWARE
37946	\$24,415.26	U.S. Bank Corporate Payment Systems	CAL-CARD PROGRAM
37947	\$1,986.85	Waste Management Inc	UTILITIES: RSF1, RSF2, RSF3, RSF4
37948	\$25.00	AAA Live Scan	NEW HIRES & BACKGROUNDS
37949	\$412.50	Advanced Communication Systems Inc	RADIOS
37950	\$57,251.65	Advanced Fire Control	CAPITAL-FACILITIES, BUILDING:TRAINING FACILITY; BURN CONTAINERS
37951	\$69.55	AT&T	UTILITIES: RSF6
37952	\$837.93	AT&T Calnet 2/3	UTILITIES: ADMIN, RSF2, RSF4
37953	\$2,034.52	Bound Tree Medical LLC	CSA-17 CONTRACT
37954	\$90.00	California Society of Municipal Finance	TRAINING: ADMINISTRATION
37955	\$52.20	CDW Government Inc.	COMPUTERS & PRINTERS
37956	\$3,200.00	Cielo Village Partners LP	BUILDING: ADMIN
37957	\$327.95	Duthie Electric Svc Corp	GENERATOR
37958	\$4,744.69	Eide Bailly LLP	CONSULTING SVCS - FINANCIAL
37959	\$800.00	Fader Electric	CAPITAL - FACILITIES
37960	\$91.71	Griffin Hardware Co.	STATION SUPPLIES
37961	\$525.16	Hanna Plumbing & Supply	BUILDING: RSF3, RSF4
37962	\$484.88	MGM Plastics INC.	CAPITAL - APPARATUS
37963	\$2,253.25	Parkhouse Tire INC.	APPARATUS/VEHICLES
37964	\$405.48	Pitney Bowes Inc	MACHINES & OFFICE EQUIPMENT
37965	\$877.50	Robert Half International	TEMPORARY STAFF EXPENSE
37966	\$150.00	San Diego Chapter CSDA	MEMBERSHIPS & SUBSCRIPTIONS

Check No.	Amount	Vendor	Purpose
37967	\$5,727.00	SC Commercial LLC	FUEL/PROPANE
37968	\$210.00	SDCFCA - Admin Section	MEMBERSHIPS & SUBSCRIPTIONS
37969	\$17,483.85	SDG&E	UTILITIES: ADMIN, RSF1, RSF2, RSF3, RSF4, RSF5
37970	\$139.28	Shred it Stericycle	OFFICE EXPENSES
37971	\$32.00	State of CA Dept of Justice	NEW HIRES & BACKGROUNDS
37972	\$5,100.00	TIP of San Diego County	T.I.P. PROGRAM
37973	\$190.00	A to Z Plumbing Inc	BUILDING: RSF3
37974	\$200.00	AFSS -Southern Division	MEMBERSHIPS & SUBSCRIPTIONS
37975	\$6,063.69	All Star Fire Equipment INC.	PPE
37976	\$464.46	AT&T	UTILITIES: RSF1, RSF2,RSF3, RSF5
37977	\$1,981.75	Burning Layers LLC	FITNESS EQUIPMENT
37978	\$1,711.00	C.A.P.F.	DISABILITY INSURANCE
37979	\$277.99	Charter Communications Holdings LLC (Sp	UTILITIES: ADMIN
37980	\$408.00	Dependable Alarm Systems Inc	UTILITIES: RSF4
37981	\$837.00	Global Door & Gate Inc.	BUILDING: RSF1
37982	\$178.17	Griffin Hardware Co.	STATION SUPPLIES
37983	\$127.04	Henley Pacific LA LLC (Valvoline)	APPARATUS: SCHEDULED
37984	\$4,883.50	Industrial Commercial Systems INC.	BUILDING: ADMIN, RSF2, RSF3, RSF4, RSF5, RSF6
37985	\$2,229.50	L N Curtis & Sons Inc	PPE
37986	\$946.08	Lincoln National Life Ins Co	LIFE INSURANCE
37987	\$191.61	Olivenhain Municipal Water District	UTILITIES: RSF6
37988	\$700.00	Roadone	TRAINING- MATERIALS/SUPPLIES
37989	\$1,755.00	Robert Half International	TEMPORARY STAFF EXPENSE
37990	\$684.00	RSF Security Inc	UTILITIES: ADMIN, RSF5
37991	\$2,179.03	SC Commercial LLC	FUEL/PROPANE
37992	\$150.00	SDCFCA	MEMBERSHIPS & SUBSCRIPTIONS
37993	\$264.00	Society for Human Resource Mgmt	MEMBERSHIPS & SUBSCRIPTIONS
37994	\$5,364.87	Uniforms Plus	UNIFORMS
ACH Transfer	\$442.00	Samuel Stamy	TRAINING: SUPPRESSION
ACH Transfer	\$600.00	Jim Mickelson	TRAINING: SUPPRESSION
Subtotal	\$670,361.76		

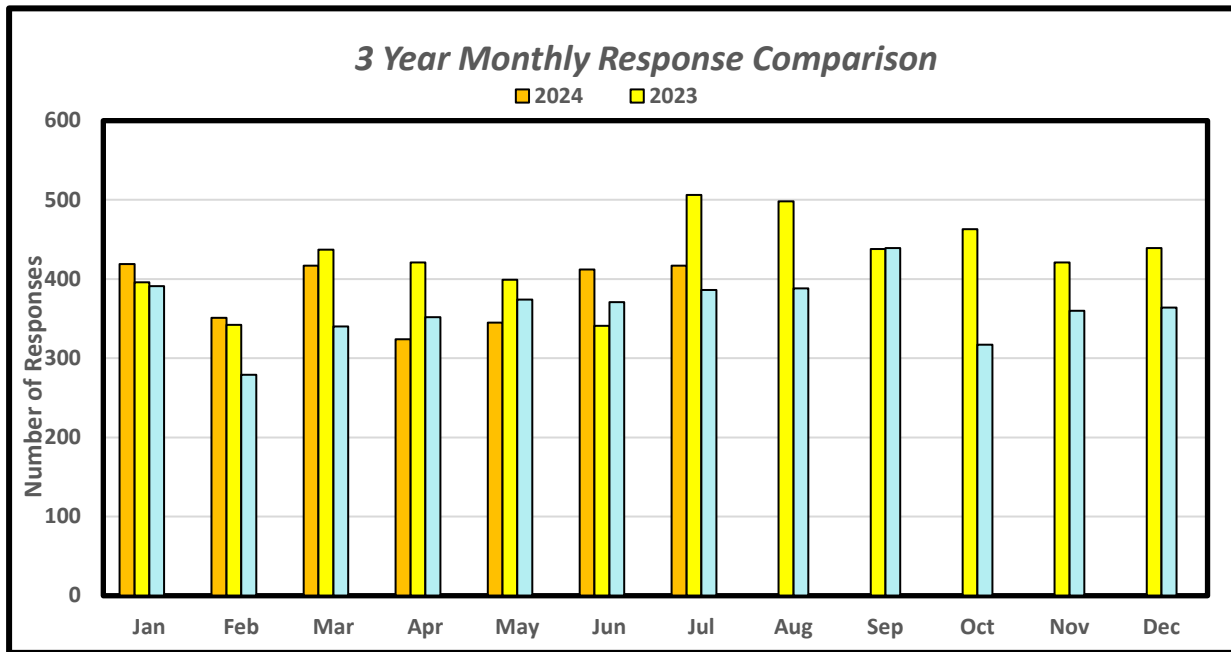
Check No.	Amount	Vendor	Purpose
ACH Transfer	\$1,116,639.00	CalPERS	PERS Normal UAL (annual)
ACH Transfer	\$23,102.25	Total Administrative Services Corp	July 2024 Active HRA
Subtotal	\$1,139,741.25		
7/15/2024	\$619,832.38	RSF Fire Payroll	
7/31/2024	\$750,293.12	RSF Fire Payroll	
Subtotal	\$1,370,125.50		
TOTAL	\$3,180,228.51		

RSF Grant Re-Cap July 2024

Status	Date Submitted	Agency/Grantor Name	Description / Items Requested	Amount Requested	Total Received	Notes:
ACTIVE	9/30/2021	FEMA	Covid Forced Labor OT	\$ 93,084.25		RFI completed 8/2022. Under eligibility review.
ACTIVE	9/7/2021	UASI FY19	Rescue Systems 1	\$ 7,705.26		Audit Feedback recieved, working on correcting issues
ACTIVE		UASI FY21	Fresno Symposium & Rescue Systems 1	\$ 20,655.00		Submitted for Reimbursement
ACTIVE		UASI FY22	Fresno Symposium	\$ 15,000.00		Submitted for Reimbursement
ACTIVE	9/29/2022	UASI FY23	Training Courses	\$ 89,098.86		Approved 05/16/2024, Approved amount lowered to \$52,645.00
						Elfin Forest/Harmony Grove Clean Up; Collaborating w/UrbanCorp, San Marcos Fire and Escondido Fire; 3 year grant - 1/2023-12/2025; Financials going through UrbanCorp. Work expected to be completed by end of February 2024.
ACTIVE	8/1/2022	Coastal Conservancy	Escondido Creek/San Marcos Space/Roadway Clearance	\$ 325,864.00		Defensible
ACTIVE		SHSGP FY22	4 Radios	\$ 20,338.00		Approved; Items received
ACTIVE		SHSGP FY23	2 Radios, MacBooks	\$ 17,080.00		Approved. Macbooks received, Radios ordered
ACTIVE		SHSGP FY24	Multigas Monitors	\$ 12,655.00		Application updated, amount reduced per County.
ACTIVE	1/10/2024	OTS FY24	Portable emergency scene lighting	\$ 26,471.40		Application submitted/Pending.
CLOSED	4/17/2024	SHSGP FY21	4 Radios	\$ 22,904.00	\$22,904.00	Completed-Check Received
CLOSED	5/15/2023	SD Regional Fire Foundation (County Supervisor Terra Lawson-Remer)	70 Wildland Brush Jackets	\$ 7,380.00		Approved. Jackets received from Fire ETC.
		RSF Fire Protection District General Fund	70 Wildland Brush Jackets	\$ 9,286.97		
CLOSED	5/15/2023	SD Regional Fire Foundation	E-Hydraulic Extrication Tools	\$ 5,000.00		Approved. Tools received from LN Curtis.
		County Supervisor Terra Lawson-Remer	E-Hydraulic Extrication Tools	\$ 20,000.00		
		RSF Fire Protection District General Fund	E-Hydraulic Extrication Tools	\$ 20,000.00		
CLOSED	1/30/2021	OTS	Struts, Airbags, Circ. Saw (Extrication)	\$ 15,181.23	\$ 15,181.23	Check received; Final Quarterly report provided to OTS. Process is officially closed.
CLOSED	6/1/2022	SD Regional Fire Foundation	Mental Health Program Support	\$ 3,000.00	\$ 3,000.00	Check received. Presentation given at prior Board Meeting. Process is officially closed.
CLOSED	3/11/2021	DEPT OF THE TREASURY (ARPA)	COVID-19 Recovery Funds	\$ 329,000.00	\$ 329,000.00	5/12: All documentation submitted to County & approved; Check received. Process is officially closed.
CLOSED	4/21/2023	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Scott Schieber accepted. Process is officially closed.
CLOSED	10/15/2021	CSDA (CA Special Districts)	COVID-19; Staffing and Supplies	\$ 6,163,371.00	\$ 1,154,981.00	Check received. Audit complete.
CLOSED	7/6/2022	UASI FY20	Training; L-954 Course	\$ 15,196.00	\$15,196.00	Approved 04/08/2022. Check Received 9/2023.
						Check received. Utilizing funds for Via Ambiente Roadway Clearance; Work completed and payment received.
CLOSED	5/12/2020	FEMA	Vegetation Management	\$ 18,000.00	\$ 17,000.00	
RSF Fire District Foundation						
	12/7/2021	RSF Foundation	Forcible Entry	\$ 8,905.00	\$ 8,905.00	(1) Multi-Force Door (Forcible Entry Door Simulator). 50/50 split with the District for pendants, cell guards for
	9/21/2021	RSF Foundation	GIA Wellness	\$ 8,537.50	\$ 8,537.50	Staff and harmonizers for each facility.
	8/19/2021	RSF Foundation	UVC Air Disinfecting	\$ 1,000.00	\$ 1,000.00	10 UVC LED Disinfecting Air Purifiers.
	8/19/2022	RSF Foundation (Sharon McDonald)	E-Hydraulic Extrication Tools	\$ 45,000.00	\$ 45,000.00	Completed.
	2/22/2023	RSF Foundation	Station 6 Improvements	\$ 203,000.00	\$ 203,000.00	Approved.
	4/1/2023	RSF Foundation (Sharon McDonald)	UTV/Radios	\$ 196,337.00	\$196,337.00	Approved. Items in Service.
	6/16/2023	RSF Foundation	RSF3 Barbecue	\$ 1,000.00	\$1,000.00	Approved. Items delivered.
						Approved. Item delivered. Ongoing purchases procured
	9/1/2023	RSF Foundation (Sharon McDonald)	Drone Program	\$ 50,000.00	\$50,000.00	as needed for Drone program.
	11/27/2023	RSF Foundation (Sharon McDonald)	TICs	\$ 25,000.00	\$25,000.00	Items delivered. Staff Report.
	12/18/2023	RSF Foundation	Blackstone Griddle - RSF1	\$ 399.00	\$399.00	Approved. Items received.
	5/3/2024	RSF Foundation	Specialized turf	\$ 21,849.00	\$ 21,849.00	Approved. Item received and installed
	5/3/2024	RSF Foundation	5-Decontamination units	\$ 16,501.00	\$ 16,501.00	Approved. Items recieved and Installed
	5/3/2024	RSF Foundation	RSF6 Parking lot improvement	\$ 29,551.90	\$ 29,551.90	Approved 50/50 Split with the district for Asphalt work
	5/3/2024	RSF Foundation	RSF2 Training Burn Prop Containers	\$ 12,000.00	\$ 12,000.00	Approved. Containers Installed
	5/3/2024	RSF Foundation	RSF6-50 Staking chairs for Community room	\$ 2,498.83	\$ 2,498.83	Approved
Change since previous re-cap						

Rancho Santa Fe Fire Protection District Operations Report

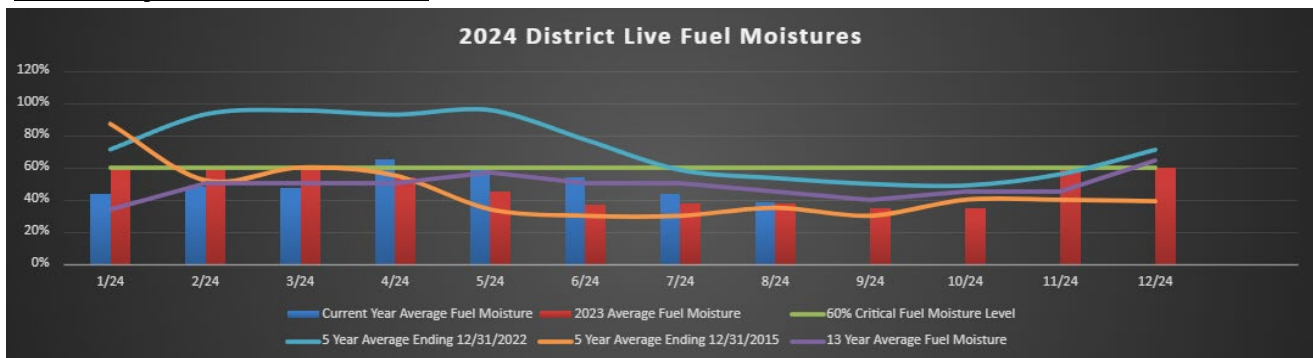
August 2024



3 Year Call Volume Tracker:

2024		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	419	351	417	324	345	412	417						
YTD	419	770	1187	1511	1856	2268	2685							
2023		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	396	342	437	421	399	341	506	498	438	463	421	439	5,101
YTD	396	738	1175	1596	1995	2336	2842	3340	3778	4241	4662	5101		
2022		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	391	279	340	352	374	371	386	388	439	317	360	364	4,361
YTD	391	670	1010	1362	1736	2107	2493	2881	3320	3637	3997	4361		

Monthly Fuel Moisture:



Rancho Santa Fe Fire Protection District Operations Report

August 2024

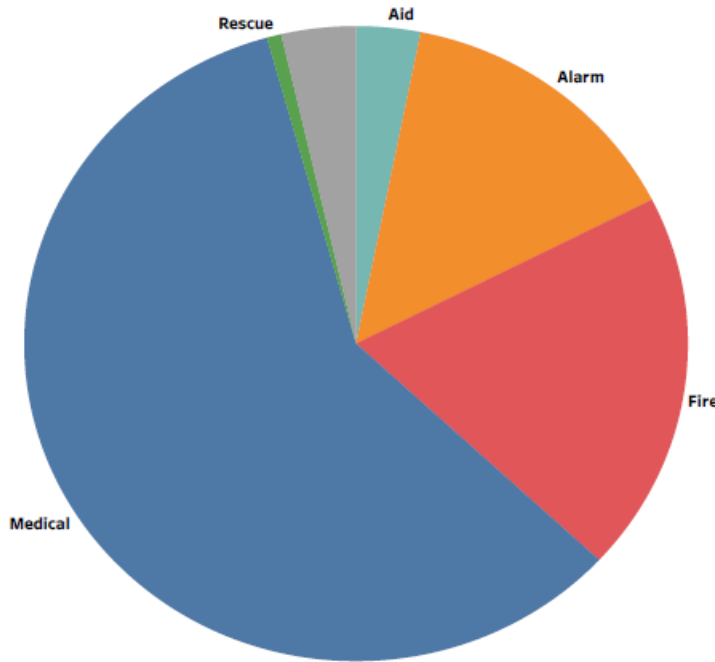
Monthly Incidents

Assigned Incidents for RANCHO SANTA FE FPD
July 2024

Agency
RANCHO SANTA FE FPD

Month
July 2024 to July 2024

Aid	13 incidents / 3.12%
Alarm	60 incidents / 14.39%
Fire	81 incidents / 19.42%
Medical	245 incidents / 58.75%
Rescue	3 incidents / 0.72%
Other	15 incidents / 3.60%
Grand Total	417 incidents / 100.00%

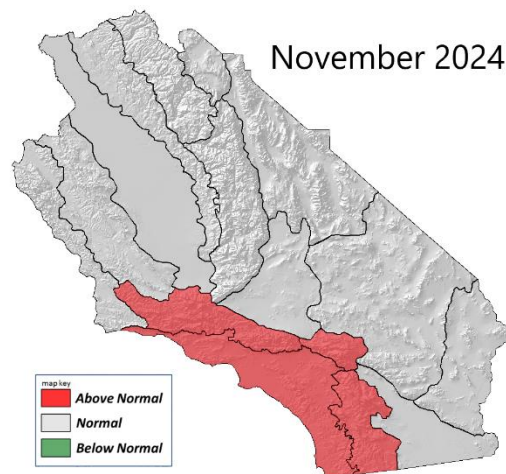
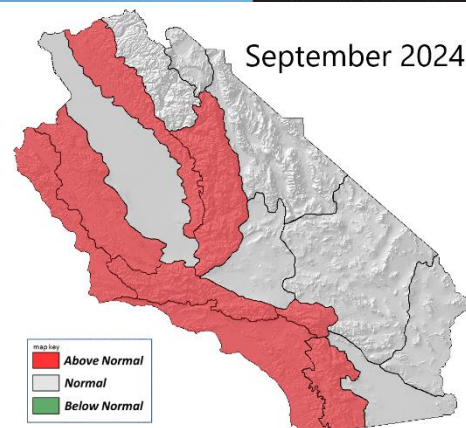


Problem Category

- Aid
- Alarm
- Fire
- Medical
- Rescue
- Other

Significant Incidents:

Date:	Incident:	Units Assigned:
7/9/2024	Strike Team 6410A - Shelly Fire	E261 (Type 1 Strike Team)
7/9/2024	STEN Leaders - 6410A - Shelly Fire	BC Bennett & O'Gorman
8/4/2024	Strike Team 6848C - Park Fire	OES 6309 (Type 3 Strike Team)
8/4/2024	STEN Leaders 6848C - Park Fire	BC Bennett & O'Gorman
8/7/2024	REMS Rescue Team - Park Fire	Capt Trottier & FFPM Ball
8/12/2024	Structure Fire - 1114 Via Mil Cumbres	B261, E261, E263, E264



August– November 2024 South Ops Highlights

- There is a moderate tilt in the odds towards above normal large fire potential over the next 4-months for all areas shaded in red.
- Large fires are likely to be primarily grass dominated and fine fuels dominated.
- Due to the anomalously wet winter and spring season, there is an abnormally large load of grass crop and fine fuels which are now cured at elevations below 3000ft.
- Due to no areas of prolonged drought, larger live fuels (timber) are less susceptible to ignition than finer fuel. However, these larger fuels have become more susceptible than previously due to the anomalously hot and dry July.



Weather Discussion

A hot and dry pattern has persisted for the overwhelming majority of July across central and southern California. Latest analysis shows temperatures have mainly ranged between 6 and 8°F above average for most of the region during July 2024 (**Fig 1**). The warmest anomalies are located through the high desert, central valley, Sierra Mountains, Sierra Foothills and the central coast interior. For precipitation, most areas received less than 50% of the average July precipitation with widespread areas receiving even less than 5% of the average July precipitation (**Fig 2**). The driest anomalies are located across the south coast, western, eastern and southern mountains, northern deserts, central coast and central coast interior. However, for the entire water year (since Oct 1), precipitation still remains near to above normal across most locations (**Fig 3**).

Current sea surface temperature (SST) patterns show the cooler than normal SSTs expanding across the equatorial Pacific. This suggests the continuation of the El Niño Southern Oscillation (ENSO) transitioning into the La Niña state (**Fig 4**).

Ave. Temperature dep from Ave (deg F)
7/1/2024 - 7/27/2024

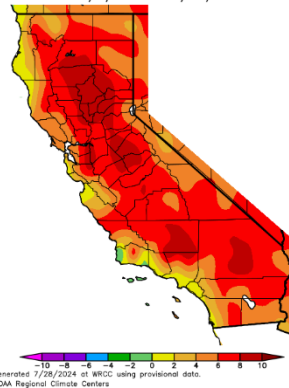


Fig 1: July 1st - July 27th Temperature Departure from Average

Percent of Average Precipitation (%)
7/1/2024 - 7/27/2024

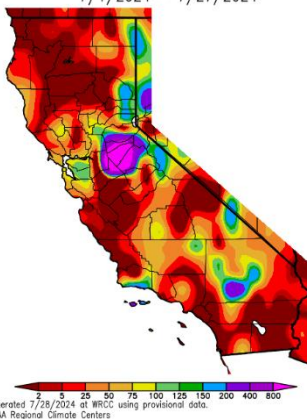


Fig 2: July 1st - July 27th Precipitation (% of Ave.)

Percent of Average Precipitation (%)
10/1/2023 - 7/27/2024

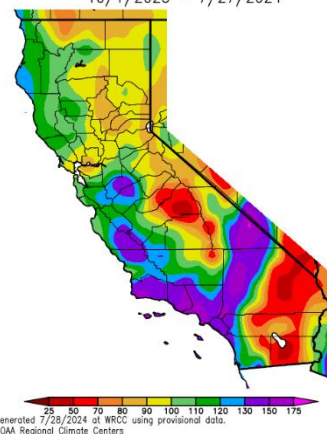


Fig 3: October 1st - July 27th Precipitation (% of Ave.)

EQ. Upper-Ocean Heat Anoms. (deg C) for 180-100W

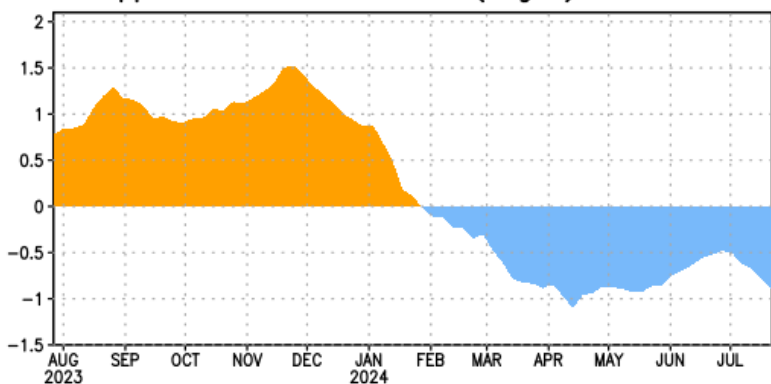


Fig 4: Equatorial Pacific Upper-Ocean Heat Anomaly



Fuels Discussion

A Fuels and Fire Behavior Advisory is currently in effect for central and southern California for areas under 3,000ft. Click [here](#) to view the latest advisory.

Fuels continue to remain very dry across most of central and southern California. Multiple Predictive Services Areas (PSAs) have 1000hr dead fuel moistures between the 10th and 3rd percentile with Energy Release Components (ERCs) between the 90th and 97th percentiles. There is also a very large load of fine dead fuel as a result of the abnormally wet winter and spring seasons. Most PSAs have below normal 1000hr dead fuel moisture (Fig 5) and above normal ERCs (Fig 6).

Live fuel moisture values have decreased considerably over the past couple of months (Fig 7). The latest 2024 average for Los Padres National Forest shows values around 85%. Given the hot and dry July, any fuels that are still live at this point are larger fuels such as larger brush and timber fuels since fine fuels and grasses have cured. Latest USDA Drought Monitor shows zero areas in drought across central and southern California (Fig 8).

Overall, fuels remain more susceptible than normal combined with an anomalously large load of fine fuels at elevations below 3000ft.

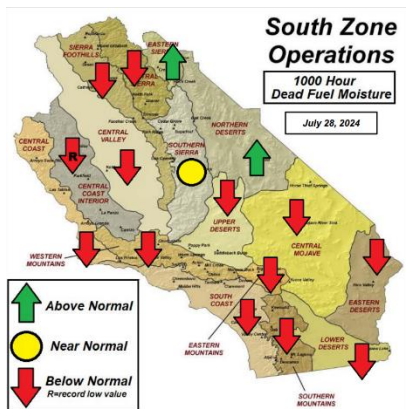


Fig 5: 1000hr Dead Fuel Moisture by PSA Map

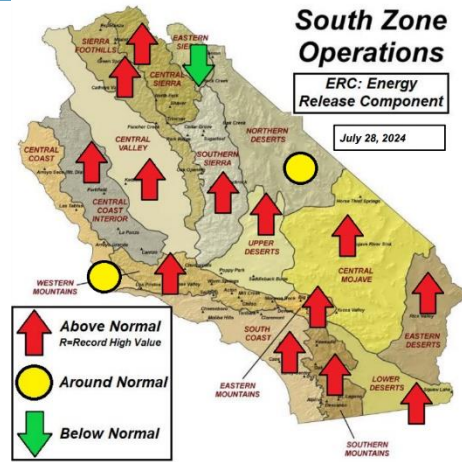


Fig 6: Energy Release Components by PSA Map

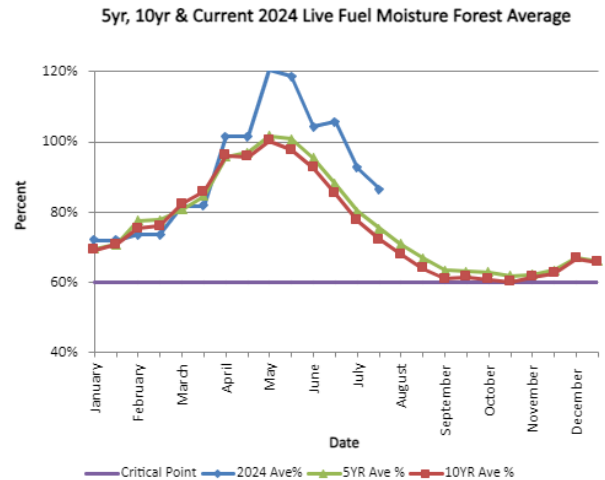


Fig 7: Los Padres NF Live Fuel Moisture from July 2024

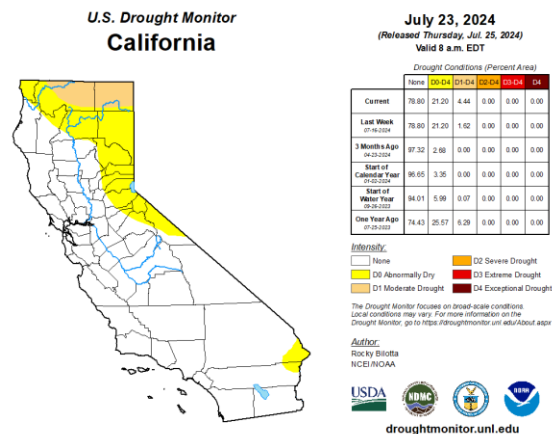


Fig 8: USDA Drought Monitor July 23rd



SOUTH OPS OUTLOOK

Current SST Anomaly patterns show the cooler water extending through a greater length of the equatorial Pacific than compared to earlier this year (**Fig 9**). Climate models suggest the continued strengthening of La Niña conditions during the August – November forecast period (**Fig 10**). Strengthening La Niña conditions means there is a moderate tilt in the odds towards a warmer and drier late summer and autumn seasons. Due to the likelihood of a predominant warmer and drier pattern for this forecast period, there is a moderate tilt in the odds towards above normal large fire potential for all of the PSAs that are shaded in red. Fine and medium size fuels remain the most susceptible to ignition for the forecast period due to higher live fuel moisture values in timber dominated fuels.

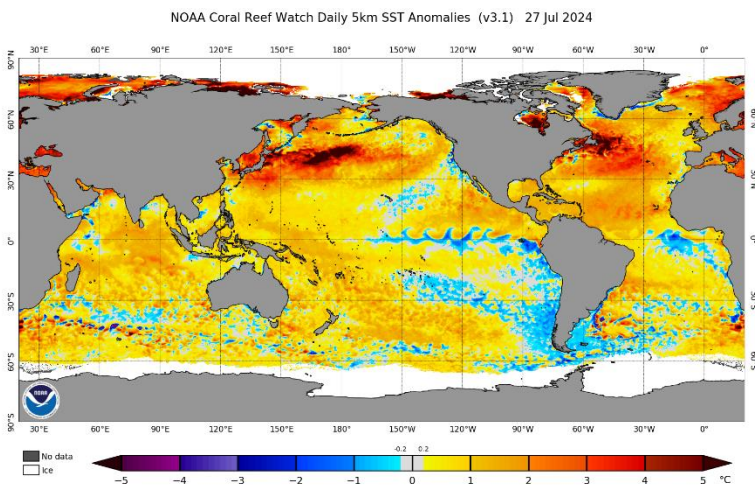


Fig 9: Sea Surface Temperature Anomaly, July 27th, 2024

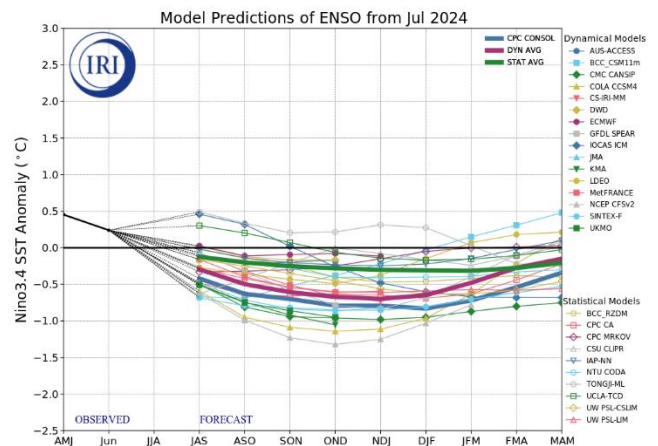
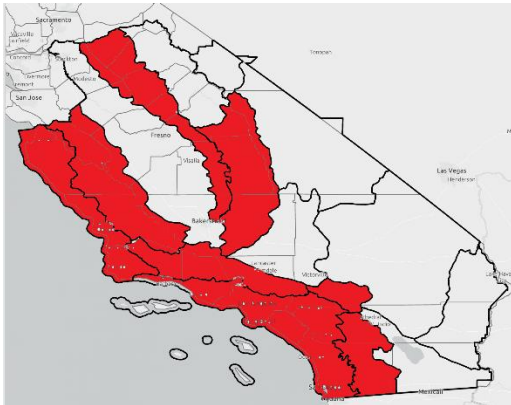


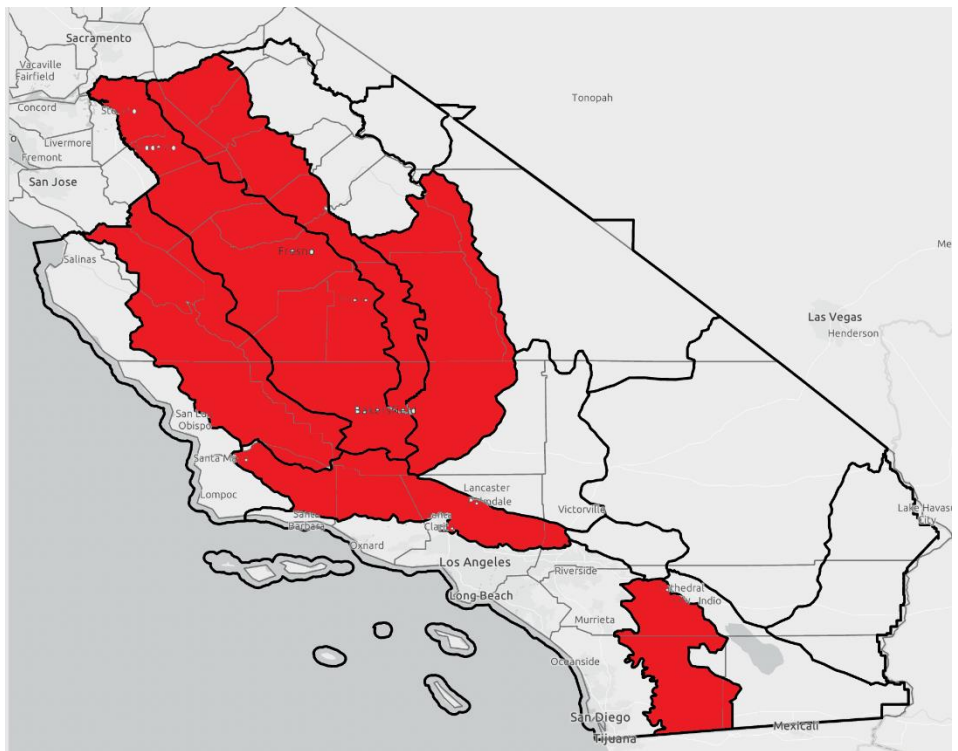
Fig 10: Climate Model Predictions of the El Niño Southern Oscillation



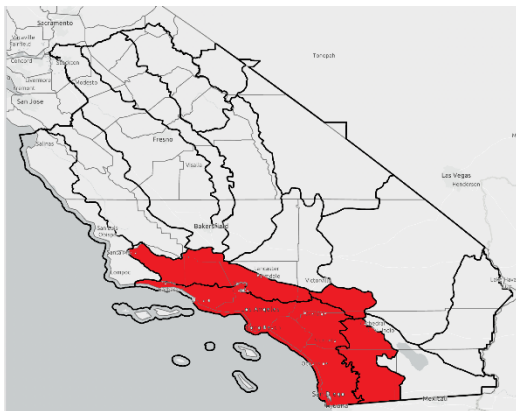
Maps with Counties and Select Intel Links used in the forecast



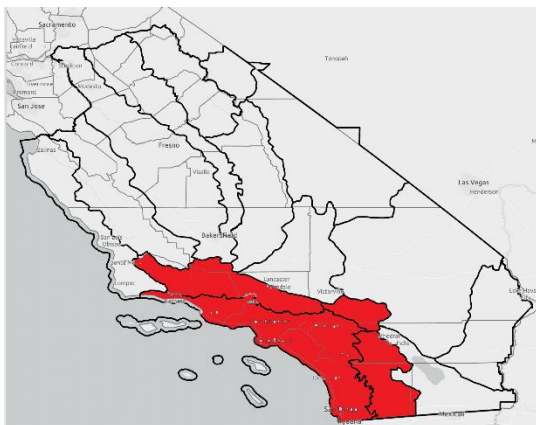
September 2024



August 2024



October 2024



November 2024

Climate

- <https://calclim.dri.edu/pages/anommaps.html>
- <https://droughtmonitor.unl.edu/>
- <https://www.cpc.ncep.noaa.gov/products/NMME/>

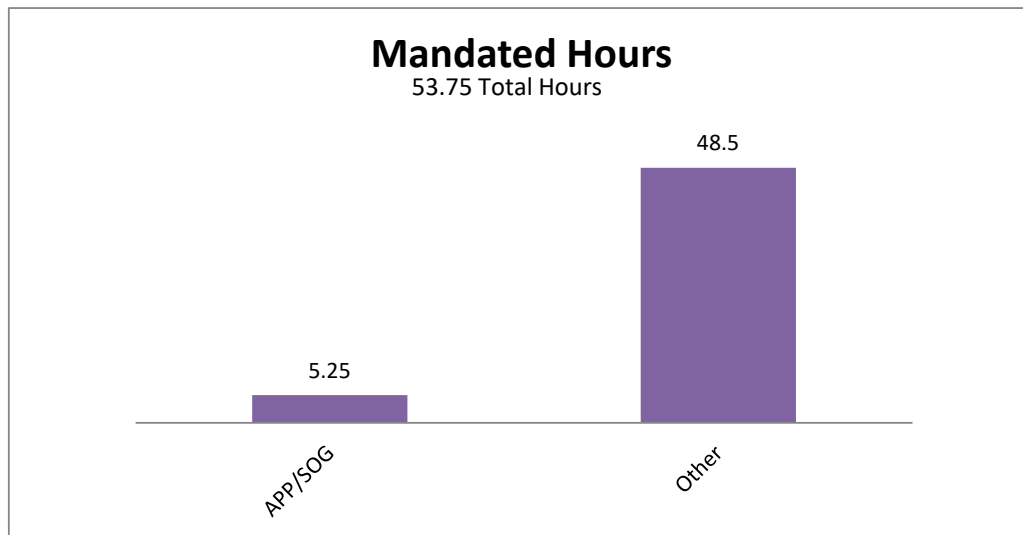
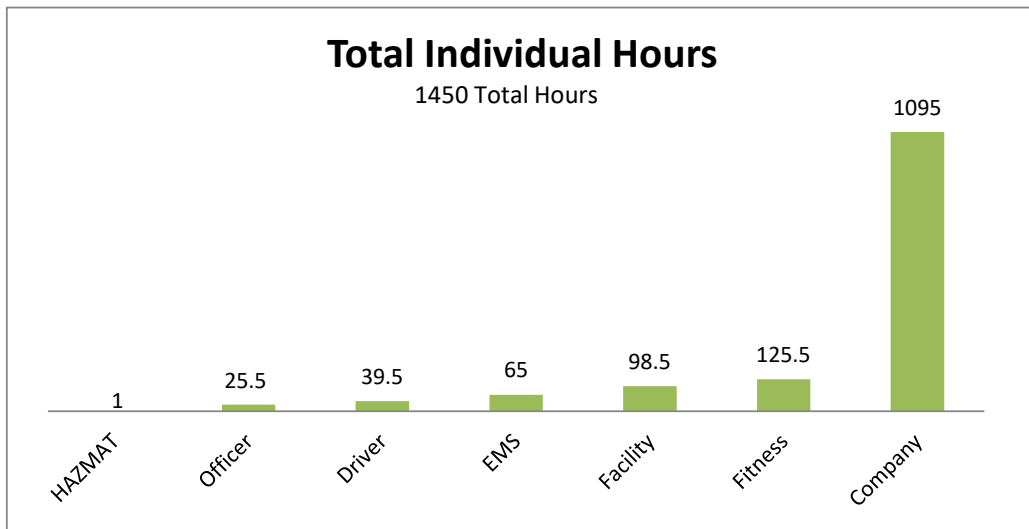
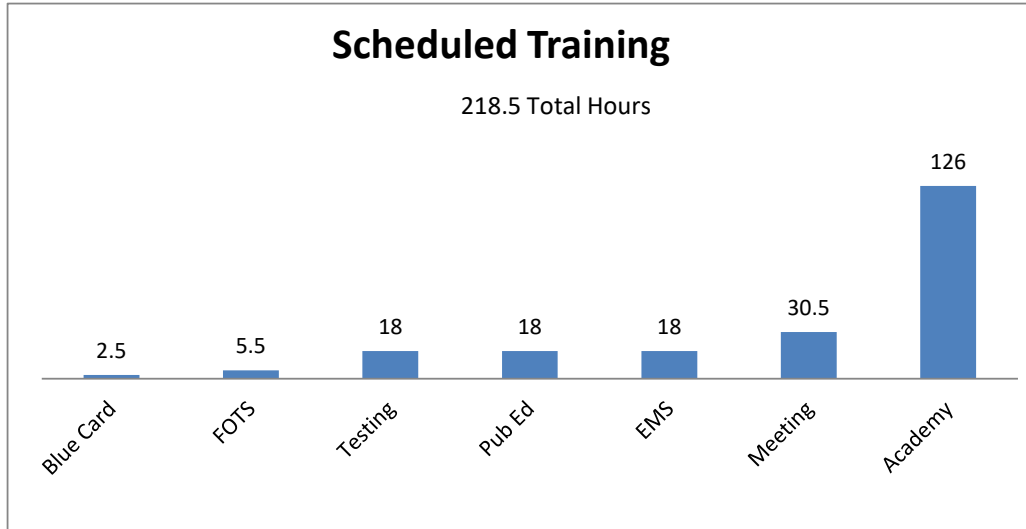
100 hr dead fuel moisture

- https://gacc.nifc.gov/oscc/fuelsFireDanger_Hundred.php

Current sea surface temperatures

- <https://www.ospo.noaa.gov/Products/ocean/sst/anomaly/>
- <https://www.tropicaltidbits.com>

Training Division July 2024



Training Division - Descriptions

Scheduled Training		
Training hours are planned annually. This is to maintain a well organized year and to help the firefighters be successful with the hours required by Federal, State, Local.		
Total Individual Hours - 6 Subjects		
Subject	Definition	Examples
Company	Documentation of all Company Training that is not Driver, Officer, Haz-Mat, or Facility Training.	Aerial Ladder, Hose, Ladders, Physical Fitness, SCBA, Technical Rescue, Ventilation, etc.
Driver	This is for documenting Driver Training hours. Per ISO standards employees considered a "Driver" will be required to complete 12 hours of Driver Training annually. You can use this same form to record Driver Training hours for Non-Drivers and it will be counted towards Company Training.	Apparatus Inspections & Maintenance, Basic Hydraulics, Defensive Driving, Maps, Driving Heavy Vehicles, Etc.
Facility	This is live training conducted at an approved site. For the location to be approved it must have at least two acres on the property, a three story tower, and a burn facility. It is also important to note that the training must not just occur on the approved site, but the facility itself must be used. If your users are just sitting in a classroom at an approved site, this cannot count towards facility hours and the completion would need to be applied elsewhere. However, if the classroom portion was followed by utilization of the facility, the entire time could count towards Facility Training.	Company Evolutions, NFPA 1410 Driver/Operator, NFPA 1002 Fire Officer, NFPA 1021 Firefighter Skills, NFPA 1001 Hazardous Materials, NFPA 472 Live Fire, NFPA 1403 Other NFPA Fire Based Training
HazMat	This is for documenting Hazardous Materials Training hours. Per ISO standards all firefighters are required to complete 6 hours of Hazardous Materials Training annually.	DOT Guidebook Review, Decontamination Procedures, First Responder Operations, Etc.
Officer	Per ISO standards employees considered a "Officer" will be required to complete 12 hours of Officer Training annually. You can use this same form to record Officer Training hours for Non-Officers and it will be counted towards Company Training.	Dispatch, General Education, Meetings, Orientation, Exam, Management Principles, Personnel, Promotional, Public Relations, Etc.
EMS	EMS is not tracked or required by Insurance service Organization for Rating. EMS Continuing Education is tracked for recertification of Paramedics (48/2yrs) and EMT (24/2yrs). Through Emergency Service Medical Administration (EMSA).	Continuing Education and SIMS
Mandated Hours		
Hours completed through an assignment on an online database (Target Solutions). Mandated assignments are required by either Federal, State, Local.		

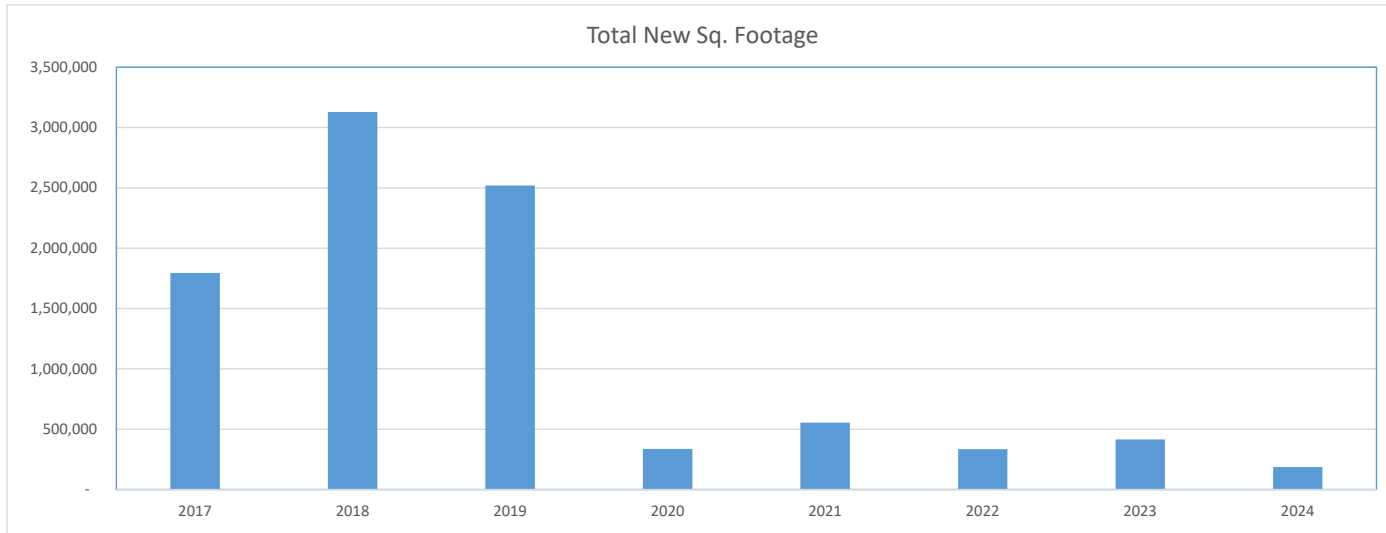
Totals by Type	Plan Reviews	Inspections
Remodel	3	0
Residential Construction	16	14
Addition	6	3
ADU	4	1
Commercial Construction	0	0
Commercial T.I.	16	2
Tents/Special Events	2	1
Rack Storage	0	0
Preliminary	5	3
Fire Suppression Systems	0	0
Alarms	1	1
Landscaping	20	7
Grading/Mylars/Improvement	0	0
Underground	2	5
Hood System	0	0
Tanks	0	1
Cell Sites	1	3
DPLU	0	0
ESS/Solar	2	0
High Piled Storage	0	0
High Hazard/Communications/Other	0	0
Spray Booth	0	0
FPP	0	0
Technical Reports	0	0
Gates/Knox	1	2
Site Visit	0	11
Annual Inspection	0	4
DSS Liscensing	0	0
AB38	0	15
Total Plan Reviews	79	
Total Inspections	73	
SQFT Reviewed (No Mit Fees)	130763	
Approved SQFT (Mit Fees)	21183	
Total SQFT Reviewed	151946	

FIRE PREVENTION ACTIVITIES	
Investigations	-
Public Education/Community Outreach	-
Special Project	4
Meetings	58
Training Hours	1
TOTAL	63

WEED ABATEMENT	
Activity	# of Inspections
Weed Abatement Inspection	203
Weed Abatement Reinspection	4
1st Notice	203
Final Notice	4
Posting	1
Notices Printed	207
Abated	-
Forced Abatement	-
TOTAL	622

OFFICE SUPPORT	
Activity	# Completed
Phone Calls	819
Correspondence	6,275
Walk in/Counter	239
Knox Application Request	8
Burn Permits	2
Plans Accepted/Routed	105
Special Projects	-
Scanning Documents/Electronic Files	152
Meetings: Admin/Prevention/Admin Shift	2
Post Office Runs	-
Deposit Runs/Preparations	3
TOTAL	7,605

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



Total New Square Footage (*Reflected in Chart Above)

Year	Total
2017	1,793,936
2018	3,128,964
2019	2,519,545
2020	336,899
2021	554,173
2022	333,814
2023	415,530
2024	187,035

Total New Square Footage Only

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	29,226	41,043	38,102	25,751	38,400	7,290	16,516	15,384	77,848	15,070	22,529	9,740
2021	29,808	23,298	50,000	29,760	7,104	19,361	24,413	1,794	33,357	106,768	99,103	129,407
2022	42,895	14,666	32,871	8,805	39,325	42,871	18,679	21,916	23,981	18,782	46,658	22,365
2023	18,185	62,584	62,584	26,121	29,280	19,320	35,530	43,154	6,591	32,907	30,062	49,212
2024	34,014	12,126	27,634	32,019	47,195	12,864	21,183					

Comparison Total Reviewed Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	240,861	691,306	274,736	307,024	412,556	248,869	287,395	424,065	250,518	742,439	440,335	137,995
2020	40,748	86,593	145,794	76,506	54,651	42,950	47,950	91,532	163,417	127,963	59,192	47,677
2021	90,462	89,135	111,456	98,218	118,557	151,000	203,116	254,055	312,253	204,313	171,023	137,116
2022	128,254	204,226	162,816	250,473	176,018	115,972	27,777	130,623	261,094	319,242	219,859	243,944
2023	212,285	345,997	283,413	401,980	136,835	240,963	144,320	111,107	46,952	98,828	211,622	250,663
2024	188,103	90,004	176,084	148,134	110,743	49,134	130,763					

ORDINANCE No. 2024-01

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 2022-01.

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 prevention 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 compensation of the employee(s) providing a particular service and include total personnel hours utilized for plan review, file review, applicable code 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 fees, the District shall not be obligated to process, approve, or take further action on permits, plans, inspections 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 their 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 2022-01 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 26th day of June, 2024. A second reading occurred on a regularly scheduled meeting on the 17th day of July, 2024, and a public hearing and final adoption on the 21st day of August, 2024 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James Ashcraft
President

ATTEST

Sarah Montagne
Executive Assistant/Board Clerk

DRAFT Schedule of Fire District Services and Fees

Reference Number	DEVELOPMENT PLAN REVIEW	FEE DESCRIPTION	TOTAL FEE
1.1	Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP), DPLU	Review of access, water supply, clearance & fire code requirements. (Includes 1 review) (If review time exceeds 1-hour additional Fees will be charged)	\$257
1.2	TPM/TM or Minor/Major Subdivision Service Letter Renewal	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter. (Includes 1 review) (If review time exceeds 1-hour additional fees will be charged)	\$257
1.3	Release of Map Covenants or letters for release of other projects i.e. coastal commission, planning department (review of CC&R's)	(1) Site Inspection and or written confirmation of installation of covenanted improvements.	\$297
1.4	Major Use Permit (P or MUP) or Site Plan (S or STP) Residential or Commercial.	Includes (1) plan review for access, water supply, clearance and fire code requirements for a MUP or STP.	\$396
1.5	Project Availability Form	Review of Area in District/or Needing to be Annexed	\$136
1.6	Review of Fire Protection Plan	Review and comment letter, scan fire protection plan into computer system. 4 hours base fee (includes 1 review)	\$782
1.7	Improvement/Grading /Mylar Plan: Residential/Commercial	Review of roadway, turnaround, building setback, access, and water supply requirements. (includes 1 review) (If review time exceeds 1-hour additional fees will be charged)	\$297
1.8	Fire Flow	Fire Flow Requirements and field testing	\$270
1.9	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208
Reference Number	RESIDENTIAL PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
2.1	Preliminary Site Plan Review: Residential Single Occupancy - Conceptual or Consultation	Conceptual review of site plan for access, water supply, clearance and fire code requirements. Includes (2) reviews of plan (1 page plan review for site plan)	\$170
2.2	Preliminary Site Plan Review: - Two (2) or more dwellings	Conceptual review of site plan for access, water supply, clearance and fire code requirements. Includes (2) reviews of plans. (1 page plan review for site plan) (If review exceeds 2 hours additional fees will be charged)	\$362
2.3	Site Inspection: Single Family Dwelling	On site meeting for access, water supply, clearance and fire code requirements. (Note: site plan required prior to site inspection or meeting)	\$258
2.4	New residential construction: up to 3,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$477
2.5	New residential construction: 3,001 -6,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$515
2.6	New residential construction: 6,001 -9,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$592
2.7	New residential construction: 9,001-12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$669
2.8	New residential construction: > 12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection. (If review exceeds 2 hours additional fees will be charged). (If inspection time exceeds 2.5 hours with travel time additional fees will be charged)	\$746

DRAFT Schedule of Fire District Services and Fees

Reference Number	RESIDENTIAL PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
2.9	Residential addition or remodel: up to 3,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$477
2.10	Residential addition or remodel: 3,001-6,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$515
2.11	Residential addition or remodel: 6,001-9,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$592
2.12	Residential addition or remodel: 9,001-12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$669
2.13	Residential addition or remodel: > 12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$746
2.14	Buildings under ≤ 1200 sf. including ADU's, Barns, Outbuildings, Detached Garages or Detached Outdoor Living Areas	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$477
2.15	Building Plan for C Container, Tiny Homes, Patio Covers	Includes (2) plan reviews for fire & building code compliance for new construction or remodel and (1) field inspection	\$285
2.16	Residential Generator (Propane, or Natural Gas)	Includes (2) plan reviews for compliance includes (1) Field Inspection	\$208
2.17	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged) (If review time exceeds 1-hour original reference number will apply)	\$208
2.18	Residential: Building Inspection/Reinspection	Includes (1) Field Inspection.	\$258
2.19	Overtime Plan Review: Discretion of Fire Marshal per current workload	1.5 times the cost of plan check fee.	1.5 x hourly cost
2.20	Planned Community: Model Home Plan Review	Includes (2) plan reviews for fire & building code compliance. (If review exceeds 1.5 hours additional fees will be charged) (Fee per model plan)	\$313
2.21	Planned Community: Building Site Plans/Phases	Includes (2) plan reviews for fire compliance.	\$285
Reference Number	LANDSCAPE PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
3.1	Minor Landscape/Landscape feature Review Commercial and Residential	Includes (2) plan reviews plans and (1) field inspection for small landscape modification or changes for fire safe planting or landscaping structures such as trellis, decks, gazebo, gates.	\$347
3.2	Residential Landscape: Single Family Dwellings	Includes (2) Plan Reviews and (1) field inspection for fire safe planting for new residential construction. Note: Custom Home *Per Building*	\$431
3.3	Residential Landscape Review for Planned Community Production Units or Preliminary Landscape plan	(2) Reviews of plans for fire safe planting for new residential construction. Per Production Unit	\$201
3.4	Commercial/Industrial/Multi-Family: Landscape Plan Review	(2) Reviews of plans for fire safe planting and (1) field inspection.	\$420

DRAFT Schedule of Fire District Services and Fees

Reference Number	LANDSCAPE PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
3.5	Landscape Inspection Commercial/Industrial/Multi-Family/Single Family Dwelling	Includes (1) Field Inspection.	\$246
3.6	Landscape Inspection/reinspection: Production homes (per unit)	Includes (1) Field Inspection.	\$137
3.7	Plan Change/As-Built (regardless of submittal number)/Resubmittals	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208
3.8	Defensible Space Inspection for Real Estate Transactions	(2) Field inspection w/correspondence regarding compliance with defensible space.	\$321
3.9	Defensible Space Inspection for Insurance	(1) Field Inspection w/correspondence regarding compliance with insurance checklist	\$233
Reference Number	COMMERCIAL PLAN REVIEW AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
4.1	Preliminary Site Plan Review Commercial/Multi-Family	Conceptual review of site plan for water supply, clearance and fire code requirements. Includes (2) reviews of plan. (1 page plan review for site plan)	\$225
4.2	Site Inspection: Commercial/Multi-Family	On site meeting for access, water supply, clearance and fire code requirements. (Note site plan required prior to site inspection or meeting)	\$230
4.3	Multi-Family Building Plans: 1-5 units	Includes (2) Plan Reviews for fire & building code compliance with new construction. (If review exceeds 1.5 hours additional fees will be charged)	\$338
4.4	Multi-Family Building Plans: 6-10 units	Includes (2) Plan Reviews for fire & building code compliance with new construction. (If review exceeds 1.75 hours additional fees will be charged)	\$381
4.5	Multi-Family Building Plans: > 11 units	Includes (2) Plan Reviews for fire & building code compliance with new construction. (If review exceeds 2.50 hours additional fees will be charged)	\$509
4.6	Inspection/Reinspection for Commercial/Multi-Family	Includes (1) Field Inspection or 1 unit.	\$230
4.7	Inspection for Multi-Family per unit when inspecting >2 units	Field Inspection per unit	\$176
4.8	New Commercial, Tenant Improvement, Industrial Building Plan 0-5,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction.	\$489
4.9	New Commercial, Tenant Improvement, Industrial Building Plan: 5001-15,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction.	\$596
4.10	New Commercial, Tenant Improvement, Industrial Building Plan: 15,001-50,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review and administrative time exceeds 2.50 hours additional fees will be charged)	\$764
4.11	New Commercial, Tenant Improvement, Industrial Building Plans: > 50,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review and administrative time exceeds 3.50 hours additional fees will be charged)	\$1,056
4.12	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208

DRAFT Schedule of Fire District Services and Fees

Reference Number	FIRE PROTECTION SYSTEM PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
5.1	Residential Fire Sprinkler: 13D plan review for ADU, remodel, addition or other detached building ≤ 1200 sf.	Plan review of residential fire sprinkler system 13-D. Includes (2) plan reviews and (2) inspections.	\$464
5.2	Residential Fire Sprinkler: 13D plan review for SFD ≤ 6000 sq. ft.	Plan review of residential fire sprinkler system 13-D one or two family dwellings. Includes (2) plan reviews and (2) inspections.	\$500
5.3	Residential Fire Sprinkler: 13D plan review for SFD 6001-9000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	\$612
5.4	Residential Fire Sprinkler: 13D plan review for SFD 9001-12000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	\$687
5.5	Residential Fire Sprinkler: 13D plan review for SFD > 12000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	\$836
5.6	Residential Fire Sprinkler System (4 heads or less)	Residential fire sprinkler system (4 or less sprinkler heads) Includes (1) Plan Review & (1) Inspection.	\$241
5.7	Residential Fire Sprinkler/Underground Inspections:-Partials, Beam Visual, Overstack, failed inspection	Includes (1) Field Inspection	\$258
5.8	Residential Fire Sprinkler Plan Review: Production Units	Plan review of residential fire sprinkler system 13-D: Model homes master planned communities. Includes (2) Plan Reviews. (Per Model)	\$313
5.9	Inspection Residential Fire Sprinkler Production Units	Includes (2) field inspections for NFPA 13-D system. (Per Unit)	\$347
5.10	Multi Family Fire Sprinkler System: Plan Review	Includes (2) plan reviews for NFPA 13R Sprinkler System.	\$378
5.11	Multi Family Fire Sprinkler System: Inspection. 1 unit	(2) Field Inspections for NFPA 13R system for 1 unit.	\$411
5.12	Multi Family Fire Sprinkler System: Inspection (per unit). For ≥ 2 units (multiple units scheduled at a time)	(2) Field inspection for NFPA 13R system (Per Unit)	\$285
5.13	Commercial: Fire Sprinkler system plan review (New Building or TI) 0-5000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System and (2) field inspections	\$718
5.14	Commercial: Fire Sprinkler system plan review (New Building or TI) 5001-15000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System and (2) field inspections	\$904
5.15	Commercial: Fire Sprinkler system plan review (New Building or TI) 15001-50000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System and (2) field inspections	\$1,025
5.16	Commercial: Fire Sprinkler system plan review (New Building or TI) > 50000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System and (2) field inspections	\$1,146
5.17	Inspection/Reinspection Commercial Fire Sprinkler System	(1) Field inspection for NFPA 13/13R system.	\$258
5.18	Small Commercial Fire Sprinkler System Tenant Improvement	Includes (1) plan review of NFPA 13 Fire Sprinkler System (addition of 4 sprinkler heads or less) & (1) field inspection.	\$324
5.19	Underground for a Fire Sprinkler System or Fire Hydrant	Includes (2) plan reviews for NFPA 24 underground & (4) field inspections.	\$1,169

DRAFT Schedule of Fire District Services and Fees

Reference Number	FIRE PROTECTION SYSTEM PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
5.20	Underground Fire Line Repair	Includes (1) Plan Review and (2) Field Inspections.	\$483
5.21	In Rack Fire Sprinkler System: New or Tenant Improvement	Includes (2) Plan Reviews and (2) Field Inspections.	\$719
5.22	Pre-Action System	Includes (2) Plan Reviews of sprinkler portion only and (3) Field Inspections.	\$881
5.23	Kitchen Hood/Fire Suppression System	Includes (2) plan review and (1) Field Inspection.	\$541
5.24	Special Fire Suppression Systems	Includes (2) plan review and (1) Field Inspection for Clean Agent System, Water Mist System, Dry Chemical System, Foam System and other systems not listed.	\$719
5.25	Fire Sprinkler Monitoring System	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection)	\$835
5.26	Fire Alarm System (0-10 Devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection).	\$912
5.27	Fire Alarm System (11-25 Devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection).	\$1,101
5.28	Fire Alarm System (\geq 26 devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection).	\$1,295
5.29	Water Tank: Plan Review and Inspection	Includes (2) Plan Reviews & (2) Field Inspections.	\$539
5.30	Inspections Additional Fire Suppression System, Underground, Alarm	Includes (1) Field Inspection.	\$258
5.31	Spray Booth Extinguishing Systems	Includes (2) Plan Reviews and (1) Field Inspection.	\$549
5.32	Fire Pumps	Includes (2) Plan Reviews & (2) Field Inspections.	\$800
5.33	Smoke Control Systems/Smoke Management Systems	Includes (2) Plan Review and (4) Field Inspections (Engineered electro-mechanical system, Roof hatch ventilation for smoke removal in high atrium spaces, Smoke exhaust fans in parking garages, Pressurization fans in stairwells and/or elevator shafts).	\$1,043
5.34	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208

DRAFT Schedule of Fire District Services and Fees

Reference Number	ADDITIONAL PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
6.1	High Piled Storage Plan	Includes (2) plan reviews and (1) field inspection.	\$596
6.2	Rack Storage Plan	Includes (2) plan reviews and (1) field inspection.	\$553
6.3	Standpipes	Includes (2) plan reviews and (1) field inspection.	\$470
6.4	Above Ground Tank: Installation or Removal (Generators with fuel tanks, or fuel tanks)	Includes (2) plan reviews and (1) field inspection.	\$470
6.5	Underground Tank: Installation or Removal	Includes (2) plan reviews and (4) field inspection.	\$957
6.6	Residential Photovoltaic Systems (Solar)	Includes (2) plan reviews and (1) field inspection	\$143
6.7	Residential Photovoltaic Systems (Solar & ESS)	Includes (2) plan review. 1 field inspection	\$285
6.8	Commercial Photovoltaic Systems (Solar)	Includes (2) plan reviews and (1) field inspection.	\$370
6.9	Commercial Photovoltaic Systems (Solar & ESS)	Includes (2) plan reviews and (1) field inspection.	\$403
6.10	Emergency Responder Radio Coverage	Emergency Responder Radio Coverage (2) Plan Reviews and (1) Inspection. (If inspection exceeds 2 hours additional fees will be charged)	\$618
6.11	Alternative Means and Methods, Performance Based Design	Includes (2) plan reviews and (1) field inspection.	\$558
6.12	Technical Reports - High Piled Storage, Hazardous Materials, Control Areas, Special Hazard Installations	Includes (2) plan reviews and (2) field inspection.	\$634
6.13	Cellular Sites	Includes (2) plan reviews and (1) field inspection.	\$419
6.14	Cellular Sites with Generator	Includes (2) plan reviews and (1) field inspection	\$511
6.15	Gas Systems Medical Gas, Industrial Gas (Including piping and manifolds)	Includes (2) plan reviews and (1) field inspection.	\$591
6.16	Battery Systems	Includes (2) plan reviews and (1) field inspection.	\$515
6.17	Dry Cleaning (Includes Cleaning Solution) Quantity must exceed 330 or 660 gallons	Includes (2) plan reviews and (1) field inspection.	\$513
6.18	Special Hazard Installations- Industrial Ovens, Refrigeration Systems, Vapor Recovery, Dust Collection etc.	Includes (2) Plan reviews and (1) field inspection industrial ovens, refrigeration systems, etc. Plan review conducted by an approved third-party consultant at an additional cost.	\$553
6.19	Inspection/Reinspection	Conduct legal noticing and Reinspection of a property which remains non-compliant. Fees on 4th and subsequent inspections	\$219
6.20	Plan Change/As-Built (regardless of submittal number)/ Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208

DRAFT Schedule of Fire District Services and Fees

Reference Number	WEED ABATEMENT	FEE DESCRIPTION	TOTAL FEE
7.1	Weed Abatement Reinspection	Conduct legal noticing and Reinspection of a property which remains non-compliant. Fees on 4th and subsequent inspections	\$205
7.2	Forced Weed Abatement Administrative Fee (Expense of abatement Report and Hearing)	Includes above, plus work order, description of work, contractor meetings, expense of abatement, inspections, billing, and report.	\$794
Reference Number	SPECIAL EVENTS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
8.1	Temporary Membrane Structures, Truss structure, Tent and Canopy Small 0-5,000 SF	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	\$327
8.2	Temporary Membrane Structures, Tent and Large Canopy over 5,000 SF	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	\$473
8.3	Multiple Temporary Membrane Structures	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	\$518
8.4	Special Event	Includes (1) site plan review, (1) on duty field inspection	\$509
8.5	Inspection Special Event/Temporary Membrane Structure inspection	Straight Time Inspection- failed/reinspection or additional inspection needed	\$246
8.6	Overtime Inspection Special Event/Temporary Membrane Structure	Overtime Inspections 1.5 x The Hourly Rate	\$493
8.7	Special Event/Temporary Membrane Structure (submitted less than 1 week to event)	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	\$858
8.8	Pyrotechnics Display	Application review, Overtime Pre-Site Inspection, Pyrotechnic Product Inspection and Setup, Event, Post Show Inspection, Travel Time	\$997
8.9	Inspection Cancellation Fee	Failure to cancel field inspection within 24-hours of set appointment (per failure)	\$100
8.10	Standby Inspection (3 hour minimum)	Includes (1) field inspection	\$465
8.11	Overtime Inspection	x 1.5 the hourly rate.	\$565
Reference Number	OTHER SERVICES NOT LISTED	FEE DESCRIPTION	TOTAL FEE
9.1	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.	\$427
9.2	New Business 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 to post	\$151
9.3	Reproduction of Fire District Documents	\$5.00 for the first 5 pages, \$.70 for each additional page thereafter	Actual Cost

DRAFT Schedule of Fire District Services and Fees

Reference Number	OTHER SERVICES NOT LISTED	FEE DESCRIPTION	TOTAL FEE
9.4	Public Records Request	\$.10 per copy; Admin time making copies	.10 per copy; Admin time making copies
9.5	Copies of Large Plans (C, D & E Size)	Copies - Building, site plan, Landscaping, Fire Sprinklers and Grading.	Actual Cost
9.6	Color Copies Photos	Time, plus \$1.00 per copy	Time, plus \$1.00 per copy
9.7	Documents sent electronically, or accessed via the web site: www.rsf-fire.org	Time, plus materials	Time, plus materials
9.8	Annexation Fees	Each Acre or Portion thereof	\$1,000
		Each Dwelling Parcel	\$500
		Each Commercial/Industrial Parcel	\$1,000
9.9	Meeting Facilities: 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
9.10	Meeting Facilities: use of District-owned meeting facilities by members of the general public as noted.	Category 2: all other organizations - set-up/cleaning fee	\$250
9.11	Returned Check Fee	Actual cost	Actual cost
9.12	Postage/supplies Cost	Actual cost	Actual cost
Reference Number	RENTAL FEES	FEE DESCRIPTION	TOTAL 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.	\$250 per hr.
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	Drafting/Testing Pit	Per Fire Apparatus	\$50
10.7	Clean-Up	If not done by using agency	\$150 Per hour
10.8	Water Use	Actual cost	Actual Cost
Reference Number	OTHER HOURLY RATE	FEE DESCRIPTION	TOTAL FEE
11.1	Engine Stand By	Captain, Engineer, Firefighter	OES Rate



Rancho Santa Fe Fire Protection District

ADMINISTRATIVE POLICY AND PROCEDURES

FIRE PREVENTION SERVICES FEES AND CALCULATION METHODS

FIRE CHIEF: _____

Section: A100.13
Date Implemented:
Date Revised: 06/21/2024
Page: 1 of 11

I. PURPOSE:

- A. To provide a methodology for determining the Fire District's schedule of fees for discretionary services. Fees for service are authorized pursuant to the California Health and Safety Code, Section 13916.

II. RESPONSIBILITY:

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

III. PROCEDURE:

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

3. **Inspection Service Labor:** The estimated field time to conduct an inspection, including travel time to/from the administrative offices, and time to provide data entry. The fee is based off the fully burdened rate or averaged fully burdened rate of the position(s) identified in the position classification column.
4. **Fully Burdened Direct/Indirect Costs:** These are expenses, both labor and non-labor, that are related to the district's administrative support services.

Indirect labor related support services including the positions of Fire Chief, Operations Chief, Finance Manager, and Accounting Technician. Costs for indirect agency-wide labor was calculated at the fully burdened cost (x) the percentage assigned to fire prevention.

Non-labor costs are the estimated costs to support fire prevention services. Non-labor costs are calculated at the total dollar amount expended per budget category (x) the estimated percent assigned to prevention (x) a percentage assigned to plan review and construction inspection activities.

Indirect Labor Example: Accounting Technician fully burdened hourly rate (\$47.86) x percentage to support activity (10%) x the time estimated Fire Prevention spends on the activity (1-hour) = \$4.79 per hour.

Indirect Cost Example:

Annual Cost x Percentage assigned to Fire Prevention

Books and Resources \$5,000 x 90% = \$4750 is the cost assigned to fire prevention.

The percentage to support plan review and construction inspections was reduced to 35% of the Annual Costs.

Example:

The total annual costs to support fire prevention x the percentage dedicated the plan review/construction inspections are \$289,434.31 x 35% = \$ 101,302.01

The total is then divided by the number of hours worked in a year \$ 101,302.01/2080= \$48.70 of indirect costs per hour.

Indirect cost + indirect labor = \$66.72 per hour. Which increased from \$59 in 2022.

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

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

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

G. Fees are based on the fully burdened costs in the schedule below:

Prevention Staff Positions - Fully Burdened Labor Rate				
Position	Annual Salary	Benefits	Annual Salary/w Benefits	Fully Burdened Hourly Wage
Fire Marshal	\$ 169,417	\$ 46,662	\$ 216,079	103.88
Deputy Fire Marshal	\$ 136,808	\$ 42,087	\$ 178,895	86.01
FPS I	\$ 110,567	\$ 31,429	\$ 141,996	68.27
FPS II	\$ 125,181	\$ 48,493	\$ 173,674	83.50
Avg: FM/DFM				94.95
Avg: DFM/FPS I				77.14
Avg: FM/DFM/FPS I				86.05
Avg: FM/DFM/FPS II/ FPS I				85.41
Permit Tech	\$ 72,476	\$ 17,006	\$ 89,482	43.02
Executive Assist/Board Clerk	\$ 86,194	\$ 23,509	\$ 109,703	52.74
Permit Tech/Executive Assistant				47.88
CRRS	\$ 77,988	\$ 29,649	\$ 107,637	51.75

**RANCHO SANTA FE FIRE PROTECTION DISTRICT
SCHEDULE OF FEES**

Reference Number	DEVELOPMENT PLAN REVIEW	FEE DESCRIPTION	TOTAL FEE
1.1	Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP), DPLU	Review of access, water supply, clearance & fire code requirements. (Includes 1 review) (If review time exceeds 1-hour additional Fees will be charged)	\$257
1.2	TPM/TM or Minor/Major Subdivision Service Letter Renewal	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter. (Includes 1 review) (If review time exceeds 1-hour additional fees will be charged)	\$257
1.3	Release of Map Covenants or letters for release of other projects i.e. coastal commission, planning department (review of CC&R's)	(1) Site Inspection and or written confirmation of installation of covenanted improvements.	\$297
1.4	Major Use Permit (P or MUP) or Site Plan (S or STP) Residential or Commercial.	Includes (1) plan review for access, water supply, clearance and fire code requirements for a MUP or STP.	\$396
1.5	Project Availability Form	Review of Area in District/or Needing to be Annexed	\$136
1.6	Review of Fire Protection Plan	Review and comment letter, scan fire protection plan into computer system. 4 hours base fee (includes 1 review)	\$782
1.7	Improvement/Grading /Mylar Plan: Residential/Commercial	Review of roadway, turnaround, building setback, access, and water supply requirements. (includes 1 review) (If review time exceeds 1-hour additional fees will be charged)	\$297

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

Section: **A100.13**

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1.8	Fire Flow	Fire Flow Requirements and field testing	\$270
1.9	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208
Reference Number	RESIDENTIAL PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
2.1	Preliminary Site Plan Review: Residential Single Occupancy - Conceptual or Consultation	Conceptual review of site plan for access, water supply, clearance and fire code requirements. Includes (2) reviews of plan (1 page plan review for site plan)	\$170
2.2	Preliminary Site Plan Review: - Two (2) or more dwellings	Conceptual review of site plan for access, water supply, clearance and fire code requirements. Includes (2) reviews of plans. (1 page plan review for site plan) (If review exceeds 2 hours additional fees will be charged)	\$362
2.3	Site Inspection: Single Family Dwelling	On-site meeting for access, water supply, clearance and fire code requirements. (Note site plan required prior to site inspection or meeting)	\$258
2.4	New residential construction: up to 3,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$477
2.5	New residential construction: 3,001 - 6,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$515
2.6	New residential construction: 6,001 - 9,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$592
2.7	New residential construction: 9,001-12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$669
2.8	New residential construction: > 12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection. (If review exceeds 2 hours additional fees will be charged). (If inspection time exceeds 2.5 hours with travel time additional fees will be charged)	\$746
2.9	Residential addition or remodel: up to 3,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$477
2.10	Residential addition or remodel: 3,001-6,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$515
2.11	Residential addition or remodel: 6,001- 9,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$592
2.12	Residential addition or remodel: 9,001-12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$669
2.13	Residential addition or remodel: > 12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for remodeled construction and (1) field inspection.	\$746

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2.14	Buildings under ≤ 1200 sf. including ADU's, Barns, Outbuildings, Detached Garages or Detached Outdoor Living Areas	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	\$477
2.15	Building Plan for C Container, Tiny Homes, Patio Covers	Includes (2) plan reviews for fire & building code compliance for new construction or remodel and (1) field inspection	\$285
2.16	Residential Generator (Propane, or Natural Gas)	Includes (2) plan reviews for compliance includes (1) Field Inspection	\$208
2.17	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged) (If review time exceeds 1-hour original reference number will apply)	\$208
2.18	Residential: Building Inspection/Reinspection	Includes (1) Field Inspection.	\$258
2.19	Overtime Plan Review: Discretion of Fire Marshal per current workload	1.5 times the cost of plan check fee.	1.5 x hourly cost
2.20	Planned Community: Model Home Plan Review	Includes (2) plan reviews for fire & building code compliance. (If review exceeds 1.5 hours additional fees will be charged) (Fee per model plan)	\$313
2.21	Planned Community: Building Site Plans/Phases	Includes (2) plan reviews for fire compliance.	\$285
Reference Number	LANDSCAPE PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
3.1	Minor Landscape/Landscape feature Review Commercial and Residential	Includes (2) plan reviews plans and (1) field inspection for small landscape modification or changes for fire safe planting or landscaping structures such as trellis, decks, gazebo, gates.	\$347
3.2	Residential Landscape: Single Family Dwellings	Includes (2) Plan Reviews and (1) field inspection for fire safe planting for new residential construction. Note: Custom Home *Per Building*	\$431
3.3	Residential Landscape Review for Planned Community Production Units or Preliminary Landscape plan	(2) Reviews of plans for fire safe planting for new residential construction. Per Production Unit	\$201
3.4	Commercial/Industrial/Multi-Family: Landscape Plan Review	(2) Reviews of plans for fire safe planting and (1) field inspection.	\$420
3.5	Landscape Inspection Commercial/Industrial/Multi-Family/Single Family Dwelling	Includes (1) Field Inspection.	\$246
3.6	Landscape Inspection/reinspection: Production homes (per unit)	Includes (1) Field Inspection.	\$137
3.7	Plan Change/As-Built (regardless of submittal number)/Resubmittals	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208
3.8	Defensible Space Inspection for Real Estate Transactions	(2) Field inspection w/correspondence regarding compliance with defensible space.	\$321

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3.9	Defensible Space Inspection for Insurance	(1) Field Inspection w/correspondence regarding compliance with insurance checklist	\$233
Reference Number	COMMERCIAL PLAN REVIEW AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
4.1	Preliminary Site Plan Review Commercial/Multi-Family	Conceptual review of site plan for water supply, clearance and fire code requirements. Includes (2) reviews of plan. (1 page plan review for site plan)	\$225
4.2	Site Inspection: Commercial/multi-family	On-site meeting for access, water supply, clearance and fire code requirements. (Note site plan required prior to site inspection or meeting)	\$230
4.3	Multi-Family Building Plans: 1-5 units	Includes (2) Plan Reviews for fire & building code compliance with new construction. (If review exceeds 1.5 hours additional fees will be charged)	\$338
4.4	Multi-Family Building Plans: 6-10 units	Includes (2) Plan Reviews for fire & building code compliance with new construction. (If review exceeds 1.75 hours additional fees will be charged)	\$381
4.5	Multi-Family Building Plans: > 11 units	Includes (2) Plan Reviews for fire & building code compliance with new construction. (If review exceeds 2.50 hours additional fees will be charged)	\$509
4.6	Inspection/Reinspection for Commercial/Multi-Family	Includes (1) Field Inspection or 1 unit.	\$230
4.7	Inspection for Multi-Family per unit when inspecting >2 units	Field Inspection per unit	\$176
4.8	New Commercial, Tenant Improvement, Industrial Building Plan 0-5,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction.	\$489
4.9	New Commercial, Tenant Improvement, Industrial Building Plan: 5001-15,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction.	\$596
4.10	New Commercial, Tenant Improvement, Industrial Building Plan: 15,001-50,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review and administrative time exceeds 2.50 hours additional fees will be charged)	\$764
4.11	New Commercial, Tenant Improvement, Industrial Building Plans: > 50,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review and administrative time exceeds 3.50 hours additional fees will be charged)	\$1,056
4.12	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208
Reference Number	FIRE PROTECTION SYSTEM PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
5.1	Residential Fire Sprinkler: 13D plan review for ADU, remodel, addition or other detached building ≤ 1200 sf.	Plan review of residential fire sprinkler system 13-D. Includes (2) plan reviews and (2) inspections.	\$464

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5.2	Residential Fire Sprinkler: 13D plan review for SFD ≤ 6000 sq. ft.	Plan review of residential fire sprinkler system 13-D one or two family dwellings. Includes (2) plan reviews and (2) inspections.	\$500
5.3	Residential Fire Sprinkler: 13D plan review for SFD 6001-9000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	\$612
5.4	Residential Fire Sprinkler: 13D plan review for SFD 9001-12000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	\$687
5.5	Residential Fire Sprinkler: 13D plan review for SFD > 12000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	\$836
5.6	Residential Fire Sprinkler System (4 heads or less)	Residential fire sprinkler system (4 or less sprinkler heads) Includes (1) Plan Review & (1) Inspection.	\$241
5.7	Residential Fire Sprinkler/Underground Inspections: Partial, Beam Visual, Overstack, failed inspection	Includes (1) Field Inspection	\$258
5.8	Residential Fire Sprinkler Plan Review: Production Units	Plan review of residential fire sprinkler system 13-D: Model homes master planned communities. Includes (2) Plan Reviews. (Per Model)	\$313
5.9	Inspection Residential Fire Sprinkler Production Units	Includes (2) field inspections for NFPA 13-D system. (Per Unit)	\$347
5.10	Multi Family Fire Sprinkler System: Plan Review	Includes (2) plan reviews for NFPA 13R Sprinkler System.	\$378
5.11	Multi Family Fire Sprinkler System: Inspection. 1 unit	(2) Field Inspections for NFPA 13R system for 1 unit.	\$411
5.12	Multi Family Fire Sprinkler System: Inspection (per unit). For ≥ 2 units (multiple units scheduled at a time)	(2) Field inspection for NFPA 13R system (Per Unit)	\$285
5.13	Commercial: Fire Sprinkler system plan review (New Building or TI) 0-5000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System and (2) field inspections	\$718
5.14	Commercial: Fire Sprinkler system plan review (New Building or TI) 5001-15000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System and (2) field inspections	\$904
5.15	Commercial: Fire Sprinkler system plan review (New Building or TI) 15001-50000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System and (2) field inspections	\$1,025
5.16	Commercial: Fire Sprinkler system plan review (New Building or TI) > 50000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System and (2) field inspections	\$1,146
5.17	Inspection/Reinspection Commercial Fire Sprinkler System	(1) Field inspection for NFPA 13/13R system.	\$258
5.18	Small Commercial Fire Sprinkler System Tenant Improvement	Includes (1) plan review of NFPA 13 Fire Sprinkler System (addition of 4 sprinkler heads or less) & (1) field inspection.	\$324
5.19	Underground for a Fire Sprinkler System or Fire Hydrant	Includes (2) plan reviews for NFPA 24 underground & (4) field inspections.	\$1,169

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5.20	Underground Fire Line Repair	Includes (1) Plan Review and (2) Field Inspections.	\$483
5.21	In Rack Fire Sprinkler System: New or Tenant Improvement	Includes (2) Plan Reviews and (2) Field Inspections.	\$719
5.22	Pre-Action System	Includes (2) Plan Reviews of sprinkler portion only and (3) Field Inspections.	\$881
5.23	Kitchen Hood/Fire Suppression System	Includes (2) plan review and (1) Field Inspection.	\$541
5.24	Special Fire Suppression Systems	Includes (2) plan review and (1) Field Inspection for Clean Agent System, Water Mist System, Dry Chemical System, Foam System and other systems not listed.	\$719
5.25	Fire Sprinkler Monitoring System	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection)	\$835
5.26	Fire Alarm System (0-10 Devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection).	\$912
5.27	Fire Alarm System (11-25 Devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection).	\$1,101
5.28	Fire Alarm System (≥ 26 devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection).	\$1,295
5.29	Water Tank: Plan Review and Inspection	Includes (2) Plan Reviews & (2) Field Inspections.	\$539
5.30	Inspections Additional Fire Suppression System, Underground, Alarm	Includes (1) Field Inspection.	\$258
5.31	Spray Booth Extinguishing Systems	Includes (2) Plan Reviews and (1) Field Inspection.	\$549
5.32	Fire Pumps	Includes (2) Plan Reviews & (2) Field Inspections.	\$800
5.33	Smoke Control Systems/Smoke Management Systems	Includes (2) Plan Review and (4) Field Inspections (Engineered electro-mechanical system, Roof hatch ventilation for smoke removal in high atrium spaces, Smoke exhaust fans in parking garages, Pressurization fans in stairwells and/or elevator shafts).	\$1,043
5.34	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208
Reference Number	ADDITIONAL PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
6.1	High Piled Storage Plan	Includes (2) plan reviews and (1) field inspection.	\$596
6.2	Rack Storage Plan	Includes (2) plan reviews and (1) field inspection.	\$553
6.3	Standpipes	Includes (2) plan reviews and (1) field inspection.	\$470

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6.4	Above Ground Tank: Installation or Removal (Generators with fuel tanks, or fuel tanks)	Includes (2) plan reviews and (1) field inspection.	\$470
6.5	Underground Tank: Installation or Removal	Includes (2) plan reviews and (4) field inspection.	\$957
6.6	Residential Photovoltaic Systems (Solar)	Includes (2) plan reviews and (1) field inspection	\$143
6.7	Residential Photovoltaic Systems (Solar & ESS)	Includes (2) plan review. 1 field inspection	\$285
6.8	Commercial Photovoltaic Systems (Solar)	Includes (2) plan reviews and (1) field inspection.	\$370
6.9	Commercial Photovoltaic Systems (Solar & ESS)	Includes (2) plan reviews and (1) field inspection.	\$403
6.10	Emergency Responder Radio Coverage	Emergency Responder Radio Coverage (2) Plan Reviews and (1) Inspection. (If inspection exceeds 2 hours additional fees will be charged)	\$618
6.11	Alternative Means and Methods, Performance Based Design	Includes (2) plan reviews and (1) field inspection.	\$558
6.12	Technical Reports - High Piled Storage, Hazardous Materials, Control Areas, Special Hazard Installations	Includes (2) plan reviews and (2) field inspection.	\$634
6.13	Cellular Sites	Includes (2) plan reviews and (1) field inspection.	\$419
6.14	Cellular Sites with Generator	Includes (2) plan reviews and (1) field inspection	\$511
6.15	Gas Systems Medical Gas, Industrial Gas (Including piping and manifolds)	Includes (2) plan reviews and (1) field inspection.	\$591
6.16	Battery Systems	Includes (2) plan reviews and (1) field inspection.	\$515
6.17	Dry Cleaning (Includes Cleaning Solution) Quantity must exceed 330 or 660 gallons	Includes (2) plan reviews and (1) field inspection.	\$513
6.18	Special Hazard Installations- Industrial Ovens, Refrigeration Systems, Vapor Recovery, Dust Collection etc.	Includes (2) Plan reviews and (1) field inspection industrial ovens, refrigeration systems, etc. Plan review conducted by an approved third-party consultant at an additional cost.	\$553
6.19	Inspection/Reinspection	Conduct legal noticing and Reinspection of a property which remains non-compliant. Fees on 4th and subsequent inspections	\$219
6.20	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1-hour additional fees will be charged)	\$208
Reference Number	WEED ABATEMENT	FEE DESCRIPTION	TOTAL FEE

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7.1	Weed Abatement Reinspection	Conduct legal noticing and Reinspection of a property which remains non-compliant. Fees on 4th and subsequent inspections	\$205
7.2	Forced Weed Abatement Administrative Fee (Expense of abatement Report and Hearing)	Includes above, plus work order, description of work, contractor meetings, expense of abatement, inspections, billing, and report.	\$794
Reference Number	SPECIAL EVENTS AND INSPECTIONS	FEE DESCRIPTION	TOTAL FEE
8.1	Temporary Membrane Structures, Truss structure, Tent and Canopy Small 0-5,000 SF	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	\$327
8.2	Temporary Membrane Structures, Tent and Large Canopy over 5,000 SF	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	\$473
8.3	Multiple Temporary Membrane Structures	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	\$518
8.4	Special Event	Includes (1) site plan review, (1) on duty field inspection	\$509
8.5	Inspection Special Event/Temporary Membrane Structure inspection	Straight Time Inspection- failed/reinspection or additional inspection needed	\$246
8.6	Overtime Inspection Special Event/Temporary Membrane Structure	Overtime Inspections 1.5 x The Hourly Rate	\$493
8.7	Special Event/Temporary Membrane Structure (submitted less than 1 week to event)	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	\$858
8.8	Pyrotechnics Display	Application review, Overtime Pre-Site Inspection, Pyrotechnic Product Inspection and Setup, Event, Post Show Inspection, Travel Time	\$997
8.9	Inspection Cancellation Fee	Failure to cancel field inspection within 24-hours of set appointment (per failure)	\$100
8.10	Standby Inspection (3 hour minimum)	Includes (1) field inspection	\$465
8.11	Overtime Inspection	x 1.5 the hourly rate.	\$565
Reference Number	OTHER SERVICES NOT LISTED	FEE DESCRIPTION	TOTAL FEE
9.1	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.	\$427
9.2	New Business 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 to post	\$151
9.3	Reproduction of Fire District Documents	\$5.00 for the first 5 pages, \$.70 for each additional page thereafter	Actual Cost

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9.4	Public Records Request	\$.10 per copy; Admin time making copies	.10 per copy; Admin time making copies
9.5	Copies of Large Plans (C, D & E Size)	Copies - Building, site plan, Landscaping, Fire Sprinklers and Grading.	Actual Cost
9.6	Color Copies Photos	Time, plus \$1.00 per copy	Time, plus \$1.00 per copy
9.7	Documents sent electronically, or accessed via the web site: www.rsf-fire.org	Time, plus materials	Time, plus materials
9.8	Annexation Fees	Each Acre or Portion thereof	\$1,000
		Each Dwelling Parcel	\$500
		Each Commercial/Industrial Parcel	\$1,000
9.9	Meeting Facilities: 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
9.10	Meeting Facilities: use of District-owned meeting facilities by members of the general public as noted.	Category 2: all other organizations - set-up/cleaning fee	\$250
9.11	Returned Check Fee	Actual cost	Actual cost
9.12	Postage/supplies Cost	Actual cost	Actual cost
Reference Number	RENTAL FEES	FEE DESCRIPTION	TOTAL 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.	\$250 per hr.
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	Drafting/Testing Pit	Per Fire Apparatus	\$50
10.7	Clean-Up	If not done by using agency	\$150 Per hour
10.8	Water Use	Actual cost	Actual Cost
Reference Number	OTHER HOURLY RATE	FEE DESCRIPTION	TOTAL FEE
11.1	Engine Stand By	Captain, Engineer, Firefighter	OES Rate

*Additional Fees may be incurred if base rate is exceeded.

Fee Schedule - Redlined Changes

Yellow = need to change, Red = changed

RATES			
Cost Code	Prevention Staff Positions	Fully Burdened Hourly Wage	Overtime Rate
1	Fire Marshal	\$103.88	\$155.83
2	Deputy Fire Marshal	\$86.01	\$129.01
3	FPS I	\$68.27	\$102.40
4	FPS II	\$89.12	\$133.68
5	Avg FM / DFM	\$94.95	\$142.42
6	Avg FM / DFM / FPS II / FPS I	\$86.82	\$130.23
7	Avg DFM / FPS II / FPS I	\$81.13	\$121.70
8	Avg FPS I / FPS II	\$78.69	\$118.04
9	CRR	\$ 51.75	\$77.63
10	Permit Technician	\$43.02	\$64.53
11	NA	\$0.00	
12	Indirect Support Costs	\$18.02	

Fire marshal is exempt from OT

Reference Number	DEVELOPMENT PLAN REVIEW	FEE DESCRIPTION	Processing Time			Plan Review Labor			Inspection Service Labor			Review & Inspection Time (hrs)	Direct/ Indirect costs
			Classification	Hrs	Fee	Classification	Hrs	Fee	Classification	Hrs	Fee		
1.1	Project Availability Form —Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP), DPLU (If review time exceeds 1 hour additional fees will be charged)	Review of access, water supply, clearance & fire code requirements. (Includes 1 review)	Permit Technician	0.50	\$22	Avg FM/DFM	1.00	\$95	NA	0.00	\$0	1.50	\$116
1.2	TPM/TM or Minor/Major Subdivision Service Letter Renewal (If review time exceeds 1 hour additional fees will be charged)	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter. (Includes 1 review)	Permit Technician	0.50	\$22	Avg FM/DFM	1.00	#N/A	NA	0.00	\$0	1.50	\$27
1.3	Final Map/Mylar Review (signing all mylar's)	Review of access, water supply, clearance & fire code requirements for subdivisions. Includes standard condition letter.	Office Support Coordinator	0.50	#N/A	Avg FM/DFM	1.00	#N/A	NA	0.00	\$0	1.50	\$27
1.3	Release of Map Covenants or letters for release of other projects i.e. coastal commission, planning department, fire flow (review of CC&R's)	(1) Site Inspection and or written confirmation of installation of covenanted improvements.	Permit Technician	0.50	\$22	Avg FM / DFM	0.50	\$47	Avg FM/DFM	1.00	\$0	2.00	\$36
1.4	Major Use Permit (P or MUP) or Site Plan (S or STP) Residential or Commercial.	Includes (1) plan review for access, water supply, clearance and fire code requirements for a MUP or STP.	Permit Technician	0.50	\$22	Fire Marshal	1.00	\$104	NA	0.00	\$0	1.50	\$27
1.5	Project Availability Form	Review of Area in District/or Needing to be Annexed	Permit Technician	0.50	\$22	Avg FM / DFM	1.00	\$95	NA	0.00	\$0	1.50	
1.5	Review of Fire Protection Plan	Review and comment letter, scan fire protection plan into computer system. 4 hours base fee (includes 1 review)	Permit Technician	0.50	\$22	Avg FM/DFM	4.00	#N/A	NA	0.00	\$0	4.50	\$81
1.6	Improvement/Grading /Mylar Plan: Residential/Commercial (If review time exceeds 1 hour additional fees will be charged)	Review of roadway, turnaround, building setback, access, and water supply requirements. (Includes 1 review)	Permit Technician	0.50	\$22	Avg FM/DFM	1.00	#N/A	NA	0.00	\$0	1.50	\$27
1.7	Fire Flow	Fire Flow field testing	Permit Technician	0.25		Avg FM / DFM	0.50		Avg FM / DFM	1.00		1.75	
1.8	All-Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1 hour additional fees will be charged)	Permit Technician	0.50	\$22	Avg FM / DFM	1.00	\$95	NA	0.00	\$0	1.50	\$27
Reference Number	RESIDENTIAL PLAN REVIEWS AND INSPECTIONS		FEE DESCRIPTION									Review & Inspection Time (hrs)	

Fee Schedule - Redlined Changes

2.1	Preliminary Site Plan Review/ or Site Inspection : Single Occupancy - Conceptual or Consultation	Conceptual review of site plan or on-site meeting for access, water supply, clearance and fire code requirements. Includes (2) reviews of plan (1 page plan review for site plan)	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	0.50	\$43	Avg FM/DFM/FPS I	0.50	#N/A	1.50	\$27
2.2	Preliminary Site Plan Review/ or Site Inspection - Two (2) or more dwellings	Conceptual review of site plan or on-site meeting for access, water supply, clearance and fire code requirements. Includes (2) reviews of plans or 1 site meeting. (1 page plan review for site plan)	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg FM/DFM/FPS I	1.00	#N/A	2.50	\$45
2.3	Site Inspection: Single Family Dwelling	On site meeting for access, water supply, clearance and fire code requirements. (Note site plan required prior to site inspection or meeting)	Permit Technician	0.50		NA			Avg FM / DFM / FPS II / FPS I	1.50			
2.4	New residential construction: up to 3,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.25	\$59
2.5	New residential construction: 3,001 -6,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.50	\$63
2.6	New residential construction: 6,001 -9,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.75	\$152	Avg FM / DFM / FPS II / FPS I	1.75	\$152	4.00	\$72
2.7	New residential construction: 9,001-12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	Avg FM / DFM / FPS II / FPS I	2.00	\$174	4.50	\$81
2.8	New residential construction: > 12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection. (If review exceeds 2 hours additional fees will be charged). (If inspection time exceeds 2.5 hours with travel time additional fees will be charged)	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	Avg FM / DFM / FPS II / FPS I	2.50	\$217	5.00	\$90
2.9	Residential addition or remodel: up to 3,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.25	\$59
2.10	Residential addition or remodel: 3,001-6,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.50	\$63
2.11	Residential addition or remodel: 6,001- 9,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.75	\$152	Avg FM / DFM / FPS II / FPS I	1.75	\$152	4.00	\$72
2.12	Residential addition or remodel: 9,001-12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	Avg FM / DFM / FPS II / FPS I	2.00	\$174	4.50	\$81
2.13	Residential addition or remodel: > 12,000 sq. ft.	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.25	\$195	Avg FM / DFM / FPS II / FPS I	2.50	\$217	5.25	\$95
2.14	ADU ≤ 1200 sf. Building Plans for Barns, Outbuildings, Detached Garages or Detached Outdoor Living Areas	Includes (2) plan reviews for fire & building code compliance for new construction and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.25	\$59
2.15	Building Plan for C Container, Tiny Homes, Patio Covers	Includes (2) plan reviews for fire & building code compliance for new construction or remodel and (1) field inspection	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg FM/DFM/FPS I	1.00	#N/A	2.50	\$45
2.16	Residential Generator	Includes (2) plan reviews for compliance	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	NA	0.00	\$0	1.50	
2.17	All Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer (if review time exceeds 1 hour original reference number will apply)	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1 hour additional fees will be charged)	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	NA	0.00	\$0	1.50	\$27
2.18	Residential: Building Inspection/Reinspection	Includes (1) Field Inspection.	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	1.75	\$32
2.19	Overtime Plan Review: Discretion of Fire Marshal per current workload	1.5 times the cost of regular plan check fee. rate-	Permit Technician	0.50	\$25	Avg FM / DFM / FPS II / FPS I							

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2.20	Planned Community: Model Home Plan Review	Includes (2) plan reviews for fire & building code compliance. (If review exceeds 1.5 hours additional fees will be charged) (Fee per model plan)	Permit Technician	0.75	\$32	Avg FM / DFM / FPS II / FPS I	1.50	\$130	NA	0.00	\$0	2.25	\$41
2.21	Planned Community: Building Plot Site Plans	Includes (2) plan reviews for fire compliance.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	NA	0.00	\$0	2.00	\$36
Reference Number	LANDSCAPE PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION										Review & Inspection Time (hrs)	
3.1	Minor Landscape/Landscape feature review Commercial and Residential	Includes (2) plan reviews plans and (1) field inspection for small landscape modification or changes for fire safe planting or landscaping structures such as trellis, decks, gazebo, gates.	Permit Technician	0.50	\$22	Avg DFM / FPS II / FPS I	0.50	\$130	Avg DFM / FPS II / FPS I	1.25	\$101	2.25	\$41
3.2	Residential Landscape: Single Family Dwellings	(2) Reviews of plans (1) field inspection for fire safe planting for new residential construction. Custom Home *Per Building*	Permit Technician	0.50	\$22	Avg DFM / FPS II / FPS I	1.00	\$81	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.00	\$54
3.3	Residential Landscape Review: Planned community Production Units	(2) Reviews of plans for fire safe planting for new residential construction. Per Production Unit	Permit Technician	0.50	\$22	Avg DFM / FPS II / FPS I	1.00	\$81	NA	0.00	\$0	1.50	\$27
3.4	Commercial/Industrial/Multi-Family: Landscape Plan Review	(2) Reviews of plans for fire safe planting and (1) field inspection.	Permit Technician	0.75	\$32	Avg DFM / FPS II / FPS I	1.25	\$81	NA	1.50	\$0	3.50	\$63
3.5	Landscape Inspection Commercial/Industrial/Multi-Family/Single Family Dwelling	Includes (1) Field Inspection.	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg DFM/FPS I	1.50	#N/A	1.75	\$32
3.6	Landscape Inspection/re-inspection: Production homes (per unit)-or-Residential Reinspection	Includes (1) Field Inspection.	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM/DFM/FPS I	0.75	#N/A	1.00	\$18
3.7	All-Plan Change/As-Built (regardless of submittal number)/Resubmittals	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1 hour additional fees will be charged)	Permit Technician	0.50	\$22	Avg DFM / FPS II / FPS I	1.00	\$81	NA	0.00	\$0	1.50	\$27
3.8	Defensible Space Inspection for Real Estate Transactions	(2) Field inspection w/correspondence regarding compliance with defensible space.	Permit Technician	0.50	\$22	NA	0.00	\$0	Avg FPS I / FPS II	2.50	\$197	3.00	\$54
3.9	Defensible Space Inspection for Insurance	(1) Field Inspection w/correspondence regarding compliance with insurance checklist	Permit Technician	0.50		NA			Avg FPS I / FPS II	1.50			
3.9	AB-38 Residential Reinspection-	(1) Field Reinspection	Office-Support Coordinator	0.25	#N/A	NA	0.00	\$0	FPS+	0.75	\$51	1.00	\$18
Reference Number	COMMERCIAL PLAN REVIEW AND INSPECTIONS	FEE DESCRIPTION										Review & Inspection Time (hrs)	
4.1	Preliminary Site Plan Review Commercial/Multi-Family	Conceptual review of site plan for water supply, clearance and fire code requirements. Includes (2) reviews of plan or 1-site meeting-(1 page plan review for site plan)	Permit Technician	0.50	\$22	Avg FM/DFM	0.75	#N/A	NA	0.75	\$0	2.00	\$36
4.2	Site Inspection: Commercial/Multi-Family	On site meeting for access, water supply, clearance and fire code requirements. (Note site plan required prior to site inspection or meeting)	Office-Support Coordinator	0.25	#N/A	NA	0.00	\$0	Avg FM/DFM/FPS I	1.25	#N/A	1.50	\$27
4.2	Multi-Family Building Plans: 1-5 units	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review exceeds 1.5 hours additional fees will be charged)	Permit Technician	0.75	\$32	Fire Marshal	1.50	\$156	Avg FM/DFM/FPS I	1.50	#N/A	3.75	\$68
4.3	Multi-Family Building Plans: 6-10 units	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review exceeds 1.75 hours additional fees will be charged)	Permit Technician	0.75	\$32	Fire Marshal	1.75	\$182	Avg FM/DFM/FPS I	1.75	#N/A	4.25	\$77
4.4	Multi-Family Building Plans: > 11 units	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review exceeds 2.50 hours additional fees will be charged)	Permit Technician	0.75	\$32	Fire Marshal	2.50	\$260	Avg FM/DFM/FPS I	2.50	#N/A	5.75	\$104

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4.10	Inspection for Multi-Family per unit when inspecting >2 units	Field Inspection per unit	Permit Technician	0.50	\$22	NA	0.00		Avg FM / DFM / FPS II / FPS I	0.75		1.25	
4.11	Inspection/Reinspection for Commercial/Multi-Family	Includes (1) Field Inspection or 1 unit.	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.25	\$109	1.50	\$27
4.5	New Commercial, Tenant Improvement, Industrial Building Plan 0-5,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction.	Permit Technician	0.50	\$22	Avg FM/DFM	1.50	#N/A	Avg FM / DFM / FPS II / FPS I	1.25	\$109	3.25	\$59
4.6	New Commercial, Tenant Improvement, Industrial Building Plan: 5001-15,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction.	Permit Technician	0.50	\$22	Avg FM/DFM	1.75	#N/A	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.75	\$68
4.7	New Commercial, Tenant Improvement, Industrial Building Plan: 15,001-50,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review and administrative time exceeds 2.50 hours additional fees will be charged)	Permit Technician	0.50	\$22	Avg FM/DFM	2.50	#N/A	Avg FM / DFM / FPS II / FPS I	1.75	\$152	4.75	\$86
4.8	New Commercial, Tenant Improvement, Industrial Building Plans: > 50,000 sq. ft.	Includes (2) Plan Reviews and (1) field inspection for fire & building code compliance with new construction. (If review and administrative time exceeds 3.50 hours additional fees will be charged)	Permit Technician	0.50	\$22	Avg FM/DFM	3.50	#N/A	Avg FM / DFM / FPS II / FPS I	2.50	\$217	6.50	\$117
4.9	All Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1 hour additional fees will be charged)	Permit Technician	0.50	\$22	Avg FM / DFM	1.00	\$95	NA	0.00	\$0	1.50	\$27
Reference Number	FIRE PROTECTION SYSTEM PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION										Review & Inspection Time (hrs)	
5.1	Residential Fire Sprinkler: 13D plan review for ADU, remodel, addition or other detached building ≤ 1200 sf.	Plan review of residential fire sprinkler system 13-D one or two-family dwellings. Includes (2) plan reviews and (2) inspections.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg DFM / FPS II / FPS I	1.75	\$142	3.25	\$59
5.2	Residential Fire Sprinkler: 13D plan review for SFD ≤ 6000 sq. ft.	Plan review of residential fire sprinkler system 13-D one or two family dwellings. Includes (2) plan reviews and (2) inspections.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg DFM / FPS II / FPS I	2.00	\$162	3.50	\$63
5.3	Residential Fire Sprinkler: 13D plan review for SFD 6001-9000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg DFM / FPS II / FPS I	2.50	\$203	4.25	\$77
5.4	Residential Fire Sprinkler: 13D plan review for SFD 9001-12000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	Avg DFM / FPS II / FPS I	2.75	\$223	4.75	\$86
5.5	Residential Fire Sprinkler: 13D plan review for SFD > 12000 sf.	Plan Review of residential fire sprinkler system 13-D one and two family dwellings. Includes (2) plan reviews and (2) inspections.	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	Avg DFM / FPS II / FPS I	3.25	\$264	5.75	\$104
5.6	Residential Fire Sprinkler System (4 heads or less)	Residential fire sprinkler system (4 or less sprinkler heads) Includes (1) Plan Review & (1) Inspection.	Permit Technician	0.50	#REF!	Avg FM / DFM / FPS II / FPS I	0.50	#REF!	Avg DFM / FPS II / FPS I	0.75	#REF!	1.75	\$138
5.7	Residential Fire Sprinkler Plan Review: Production Units	Plan review of residential fire sprinkler system 13-D: Model homes master planned communities. Includes (2) Plan Reviews. (Per Model)	Permit Technician	0.75	\$32	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg DFM / FPS II / FPS I	0.00	\$0	1.75	\$32
5.8	Inspection Residential Fire Sprinkler Production Units	Includes (2) field inspections for NFPA 13-D system. (Per Unit)	Permit Technician	0.50	\$25	NA	0.00	\$0	Avg DFM / FPS II / FPS I	2.00	#N/A	2.50	\$45
5.9	Residential Fire Sprinkler/Underground Inspections: Partials, Beam Visual, Overstack, failed inspection	Includes (1) Field Inspection	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	1.75	\$32
5.10	Multi Family Fire Sprinkler System: Plan Review	Includes (2) plan reviews for NFPA 13R Sprinkler System.	Permit Technician	0.50	\$22	Avg FM/DFM	2.00	#N/A	NA	0.00	\$0	2.50	\$45
5.11	Multi Family Fire Sprinkler System: Inspection. 1 unit	(2) Field Inspections for NFPA 13R system for 1 unit.	Permit Technician	0.25		NA			Avg FM / DFM / FPS II / FPS I	2.50			

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5.12	Multi Family Fire Sprinkler System: Inspection (per unit). For ≥ 2 units	(2) Field inspection for NFPA 13R system (Per Unit)	Permit Technician	0.50	\$22	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	2.00	\$36
5.13	Commercial: Fire Sprinkler system plan review (New Building or TI) 0-5000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System (5 or more sprinkler-heads) 2 field inspections	Permit Technician	0.50	\$22	Avg FM/DFM	0.75	#N/A	Avg FM / DFM	2.50	\$237	3.75	\$68
5.14	Commercial: Fire Sprinkler system plan review (New Building or TI) 5001-15000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System (5 or more sprinkler-heads) 2 field inspections	Permit Technician	0.50	\$22	Avg FM/DFM	1.25	#N/A	Avg FM / DFM	4.00	\$380	5.75	\$104
5.15	Commercial: Fire Sprinkler system plan review (New Building or TI) 15001-50000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System (5 or more sprinkler-heads) 2 field inspections	Permit Technician	0.50	\$22	Avg FM/DFM	2.00	#N/A	Avg FM/DFM/FPS I	3.50	#N/A	6.00	\$108
5.16	Commercial: Fire Sprinkler system plan review (New Building or TI) > 50000 sf.	Includes (2) plan reviews for NFPA 13 Sprinkler System (5 or more sprinkler-heads) 2 field inspections	Permit Technician	0.50	\$22	Avg FM/DFM	2.75	#N/A	Avg FM / DFM	4.00	\$380	7.25	\$131
5.17	Inspection/Reinspection Commercial Fire Sprinkler System	(1) Field inspection for NFPA 13/13R system.	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	1.75	\$32
5.17	Commercial Sprinkler: Plan Resubmittal	Plan Review for any Plan Change or As-built Plan, or resubmittal.	Office Support Coordinator	0.50	#N/A	Avg FM/DFM	±.00	#N/A	NA	0.00	\$0	±.50	\$27
5.18	Small Commercial Fire Sprinkler System Tenant Improvement	Includes (1) plan review of NFPA 13 Fire Sprinkler System (addition of 4 sprinkler heads or less) & (1) field inspection.	Permit Technician	0.50	\$22	Avg FM/DFM/FPS I	0.75	#N/A	Avg FM / DFM / FPS II / FPS I	2.00	\$174	3.25	\$59
5.19	Commercial Fire Sprinkler System: Tenant Improvement- NFPA 13 0-5000 sf. (Remove TI add to 5.13-5.16)	Includes (2) Plan Reviews of existing commercial Fire Sprinkler System (5 or more sprinkler-heads) & (2) field inspections.	Permit Technician	0.50	\$22	Avg FM/DFM/FPS I	±.50	#N/A	Avg FM/DFM/FPS I	±.00	#N/A	4.00	\$72
5.20	Hydrant Flow Test	Includes (1) field inspection.	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM/DFM/FPS I	±.00	#N/A	±.25	\$23
5.21	Underground for a Fire Sprinkler System or Fire Hydrant	Includes (2) plan reviews for NFPA 24 underground & (4) field inspections.	Permit Technician	0.75	\$32	Avg FM / DFM	1.50	\$142	Avg FM / DFM / FPS II / FPS I	5.50	\$478	7.75	\$140
5.22	Underground Fire Line Repair	Includes (1) Plan Review and (2) Field Inspections.	Permit Technician	0.50	\$22	Avg FM / DFM	0.75	\$71	Avg FM / DFM / FPS II / FPS I	2.00	\$174	3.25	\$59
5.23	In Rack Fire Sprinkler System: New or Tenant Improvement	Includes (2) Plan Reviews and (2) Field Inspections.	Permit Technician	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM / DFM / FPS II / FPS I	2.00	\$174	4.50	\$81
5.24	Pre-Action System	Includes (2) Plan Reviews of sprinkler portion only and (3) Field Inspections.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM / FPS II / FPS I	3.00	\$260	5.00	\$90
5.25	Kitchen Hood/Fire Suppression System	Includes (2) plan review and (1) Field Inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.50	\$63
5.26	Special Fire Suppression Systems	Includes (2) plan review and (1) Field Inspection for Clean Agent System, Water Mist System, Dry Chemical System, Foam System and others systems not listed.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM / FPS II / FPS I	2.00	\$174	4.00	\$72
5.27	Fire Sprinkler Monitoring System	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24-hour battery, final inspection)	Permit Technician	0.50	\$22	Avg FM/DFM	1.00	#N/A	Avg FM / DFM / FPS II / FPS I	3.00	\$260	4.50	\$81
5.28	Fire Alarm System (0-10 Devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24 hour battery, final inspection).	Permit Technician	0.50	\$22	Avg FM/DFM	1.00	#N/A	Avg FM / DFM / FPS II / FPS I	3.00	\$260	4.50	\$81
5.29	Fire Alarm System (11-25 Devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24 hour battery, final inspection).	Permit Technician	0.50	\$22	Avg FM/DFM	1.25	#N/A	Avg FM / DFM / FPS II / FPS I	4.50	\$391	6.25	\$113

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5.30	Fire Alarm System (≥ 26 devices)	Includes (2) Plan Reviews and (4) Field Inspections (Pre-wire, 24 hour battery, final inspection).	Permit Technician	0.50	\$22	Avg FM/DFM	1.50	#N/A	Avg FM / DFM / FPS II / FPS I	5.25	\$456	7.25	\$131
5.31	Water Tank: Plan Review and Inspection	Includes (2) Plan Reviews & (2) Field Inspections.	Permit Technician	0.50	\$22	Avg FM/DFM	1.25	#N/A	Avg DFM / FPS II / FPS I	2.00	\$162	3.75	\$68
5.32	Inspections Additional Fire Suppression System, Underground, Alarm	Includes (1) Field Inspection.	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	1.75	\$32
5.33	Spray Booth Extinguishing Systems	Includes (2) Plan Reviews and (1) Field Inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.00	\$104	Avg FM/DFM	2.00	#N/A	3.50	\$63
5.34	Fire Pumps	Includes (2) Plan Reviews & (2) Field Inspections.	Permit Technician	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM/DFM/FPS I	2.50	#N/A	5.00	\$90
5.35	Smoke Control Systems/Smoke Management Systems	Includes (2) Plan Review and (4) Field Inspections (Engineered electro-mechanical system, Roof hatch ventilation for smoke removal in high atrium spaces, Smoke exhaust fans in parking garages, Pressurization fans in stairwells and/or elevator shafts).	Permit Technician	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM/DFM	4.00	#N/A	6.50	\$548
5.36	All-Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1 hour additional fees will be charged)	Permit Technician	0.50	\$22	Avg FM/DFM/FPS I	1.00	#N/A	NA	0.00	\$0	1.50	\$27
Reference Number	ADDITIONAL PLAN REVIEWS AND INSPECTIONS	FEE DESCRIPTION											Review & Inspection Time (hrs)
6.1	High Piled Storage Plan	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	1.50	\$142	3.50	\$63
6.2	Rack Storage Plan	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	1.50	\$142	3.50	\$63
6.3	Standpipes	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.25	\$130	Avg FM / DFM	1.25	\$119	3.00	\$54
6.4	Above Ground Tank: Installation or Removal (Generators with fuel tanks, or fuel tanks)	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.00	\$104	Avg FM / DFM	1.25	\$119	2.75	\$50
6.5	Underground Tank: Installation or Removal	Includes (2) plan reviews and (4) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	4.00	\$380	6.00	\$108
6.6	Residential Photovoltaic Systems (Solar)	Includes (2) plan reviews and (1) field inspection	Permit Technician	0.25	\$11	Avg FM / DFM / FPS II / FPS I	0.75	\$65	Avg DFM / FPS II / FPS I	0.00	\$0	1.00	\$18
6.7	Residential Photovoltaic Systems (Solar & ESS)	Includes (2) plan review. 1 field inspection	Permit Technician	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg FM / DFM / FPS II / FPS I	1.00	\$87	2.50	\$45
6.8	Commercial Photovoltaic Systems (Solar)	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM	1.00	\$95	Avg FM / DFM / FPS II / FPS I	1.00	\$87	2.50	\$45
6.9	Commercial Photovoltaic Systems (Solar & ESS)	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Avg FM / DFM	1.25	\$119	Avg DFM / FPS II / FPS I	1.00	\$81	2.75	\$50
6.10	Radio Amplification Systems (Base-fee) Emergency Responder Radio Coverage (If inspection exceeds 2 hours additional fees will be charged)	Emergency Responder Radio Coverage (2) Plan Reviews and (1) Inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM / FPS II / FPS I	2.00	\$174	4.00	\$72
6.11	Alternative Means and Methods, Performance Based Design	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM/DFM	1.00	#N/A	3.50	\$63

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6.12	Technical Reports - High Piled Storage, Hazardous Materials, Control Areas, Special Hazard Installations	Includes (2) plan reviews and (2) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	2.00	\$190	4.00	\$72
6.13	Cellular Sites	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	0.75	\$78	Avg FM / DFM	1.25	\$119	2.50	\$45
6.14	Cellular Sites with Generator	Includes (2) plan reviews and (1) field inspection	Permit Technician	0.50	\$22	Fire Marshal	1.25	\$130	Avg FM / DFM	1.50	\$142	3.25	\$59
6.15	Gas Systems Medical Gas, Industrial Gas (Including piping and manifolds)	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.25	\$130	Avg FM / DFM	2.00	\$190	3.75	\$68
6.16	Battery Systems	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.00	\$104	Avg FM / DFM / FPS II / FPS I	1.50	\$130	3.00	\$54
6.17	Dry Cleaning (Includes Cleaning Solution) Quantity must exceed 330 or 660 gallon	Includes (2) plan reviews and (1) field inspection.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	1.25	\$119	3.25	\$59
6.18	Special Hazard Installations- Industrial Ovens, Refrigeration Systems, Vapor Recovery, Dust Collection etc.	Includes (2) Plan reviews and (1) field inspection industrial ovens, refrigeration systems, etc. Plan review conducted by an approved third party consultant at an additional cost.	Permit Technician	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	1.50	\$142	3.50	\$63
6.19	Inspection/Reinspection	Conduct legal noticing and Reinspection of a property which remains non-compliant. Fees on 4th and subsequent inspections	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.25	\$109	1.50	\$27
6.20	All-Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Plan Review for any Plan Change or As-built Plan, or resubmittal. (If review exceeds 1 hour additional fees will be charged)	Permit Technician	0.50	\$22	Avg FM/DFM/FPS I	1.00	#N/A	Avg FM/DFM/FPS I	0.00	#N/A	1.50	\$27
Reference Number	WEED ABATEMENT	FEE DESCRIPTION											Review & Inspection Time (hrs)
7.1	Weed Abatement Reinspection	Conduct legal noticing and Reinspection of a property which remains non-compliant. Fees on 4th and subsequent inspections	Permit Technician	0.25	\$11	NA	0.00	\$0	Avg FM/DFM/FPS I	1.00	#N/A	1.25	\$23
7.2	Forced Weed Abatement Administrative Fee (Expense of abatement Report and Hearing)	Includes above, plus work order, description of work, contractor meetings, expense of abatement, inspections, billing, and report.	Permit Technician	1.00	\$43	Fire Marshal	1.00	\$104	Avg FM/DFM	3.00	#N/A	5.00	\$90
Reference Number	SPECIAL EVENTS AND INSPECTIONS	FEE DESCRIPTION											Review & Inspection Time (hrs)
8.1	Temporary Membrane Structures, Tent and Canopy Small 0-5,000 SF	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	Permit Technician	0.25	\$11	Avg FM/DFM	0.50	#N/A	Avg FM/DFM/FPS I	1.50	#N/A	2.25	\$41
8.2	Temporary Membrane Structures, Tent and Large Canopy over 5,000 SF	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	Permit Technician	0.25	\$11	Avg FM/DFM	0.50	#N/A	Avg FM/DFM/FPS I	1.50	#N/A	2.25	\$41
8.3	Multiple Temporary Membrane Structures	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	Permit Technician	0.25	\$11	Avg FM/DFM	1.00	#N/A	Avg FM/DFM/FPS I	1.75	#N/A	3.00	\$54
8.4	Special Event (Not including membrane structures, tents or canopies)	Includes (1) site plan review, (1) on duty field inspection	Permit Technician	0.50	\$22	Avg FM/DFM	1.00	#N/A	Avg FM/DFM/FPS I	1.50	#N/A	3.00	\$54
8.5	Inspection Special Event/Temporary Membrane Structure inspection	Straight Time Inspection- failed/re-inspection or additional inspection needed	Permit Technician			Avg FM / DFM			Avg DFM / FPS II / FPS I	1.50			
8.6	Overtime Inspection Special Event/Temporary Membrane Structure	Overtime Inspections 1.5 x The Hourly Rate	Permit Technician	0.50		NA			Avg DFM / FPS II / FPS I	3.00			

Fee Schedule - Redlined Changes

8.7	Special Event/Temporary Membrane Structure (submitted less than 1 week to event)	Permit and Inspection fee: includes permit, (1) site plan review, (1) on duty field inspection.	Permit Technician	0.50		Fire Marshal	0.50		Avg DFM / FPS II / FPS I	3.00			
8.8	Pyrotechnics Display	Application review, Overtime Pre-Site Inspection, Pyrotechnic Product Inspection and Setup, Event, Post Show Inspection, Travel Time	Permit Technician	0.50	\$22	Avg FM/DFM	1.00	#N/A	Deputy Fire Marshall	4.00	#N/A	5.50	\$99
8.9	Inspection Cancellation Fee	Failure to cancel field inspection within 24 hours of set appointment (per failure)	Permit Technician	0.25	\$11	Avg FM/DFM/FPS I	0.00	#N/A	Avg FM/DFM/FPS I	0.50	#N/A	0.75	\$14
8.10	Additional for failed Inspection	Includes (1) field inspection.	Permit Technician	0.25	\$11	Avg FM/DFM/FPS I	0.00	#N/A	Avg FM/DFM/FPS I	1.50	#N/A	1.75	\$32
8.11	Standby Inspection (3 hour minimum)	Includes (1) field inspection	Permit Technician	0.25	\$11	Avg FM/DFM/FPS I	0.00	#N/A	Avg FM/DFM/FPS I	3.00	#N/A	3.25	\$59
8.12	Overtime Inspection	x 1.5 the hourly rate.	Permit Technician			Avg FM/DFM/FPS I			Avg FM/DFM/FPS I				
Reference Number	OTHER SERVICES NOT LISTED	FEE DESCRIPTION										Review & Inspection Time (hrs)	
9.1	Stamp Approval Transfer-	Review plans and transferring necessary stamps.	Office Support Coordinator	0.25	#N/A	Avg FM/DFM/FPS I	0.75	#N/A	Avg FM/DFM/FPS I	0.00	#N/A	1.00	\$18
9.2	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.	Permit Technician	0.50	\$22	Fire Marshal	2.50	\$260	Fire Marshal	0.00	\$0	3.00	\$54
9.3	New Business 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 to post	Permit Technician	0.25	\$11	Avg FM/DFM/FPS I	0.00	#N/A	Avg FM/DFM/FPS I	1.00	#N/A	1.25	\$23
9.4	Reproduction of Fire District Documents	\$5.00 for the first 5 pages, \$.70 for each additional page thereafter											
9.5	Public Records Request	\$.10 per copy; Admin time making copies											
9.6	Copies of Large Plans (C,D & E Size)	Copies - Building, site plan, Landscaping, Fire Sprinklers and Grading.											
9.7	Color Copies Photos	Time, plus \$1.00 per copy											
9.8	Documents sent electronically, or accessed via the web site: www.rsf-fire.org	Time, plus materials											
9.9	Annexation Fees	Each Acre or Portion thereof											
		Each Dwelling Parcel											
		Each Commercial/Industrial Parcel											
9.10	Meeting Facilities: 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.											
9.11	Meeting Facilities: use of District-owned meeting facilities by members of the general public as noted.	Category 2: all other organizations - set-up/cleaning fee											

Fee Schedule - Redlined Changes

9.12	Returned Check Fee	Actual cost											
9.13	Annual Inspection	Annual Inspection Noncompliance	Office-Support Coordinator	0.25	#N/A	Avg FM/DFM/FPSt	0.00	#N/A	Avg FM/DFM/FPSt	1.00	#N/A	1.25	\$23
9.14	Postage/Supplies Cost	Actual cost											
Reference Number	RENTAL FEES	FEE DESCRIPTION										Review & Inspection Time (hrs)	
10.1	Training Tower w/ Grounds	No Burn Room (per day)											
10.2	Training Grounds	Per day fee.											
10.3	Burn Room	Per Hour, plus tower fee.											
10.4	Propane	Propane consumed during training											
10.5	Ventilation Prop	Per day fee. Outside agency required to replace and repair all materials use on the prop											
10.6	Drafting/Testing Pit	Per Fire Apparatus											
10.7	Clean-Up	If not done by using agency											
10.8	Water Use	Actual cost											
Reference Number	OTHER HOURLY RATE	FEE DESCRIPTION										Review & Inspection Time (hrs)	
11.1	Engine Stand By	Captain, Engineer, Firefighter											

Final Fee Schedule

Reference Number	DEVELOPMENT PLAN REVIEW	Position Classification	Processing Time Hours	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
1.1	Administrative (AD), Variance (VAR), Vacation Review (VAC), or Zoning (ZAP), DPLU	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.25	\$119	NA	0.00	\$0	\$116.76	\$257	\$228	\$29
1.2	TPM/TM or Minor/Major Subdivision Service Letter Renewal	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.25	\$119	NA	0.00	\$0	\$116.76	\$257	\$228	\$29
1.3	Release of Map Covenants or letters for release of other projects i.e. coastal commission, planning department (review of CC&R's)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	0.50	\$47	Avg FM / DFM	1.00	\$95	\$133.44	\$297	\$317	(\$20)
1.4	Major Use Permit (P or MUP) or Site Plan (S or STP) Residential or Commercial.	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.00	\$208	NA	0.00	\$0	\$166.80	\$396	\$328	\$68
1.5	Project Availability Form	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	0.50	\$47	NA	0.00	\$0	\$66.72	\$136	N/A	
1.6	Review of Fire Protection Plan	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	4.50	\$427	NA	0.00	\$0	\$333.61	\$782	\$730	\$52
1.7	Improvement/Grading/Mylar Plan: Residential/Commercial	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.50	\$142	NA	0.00	\$0	\$133.44	\$297	\$228	\$69
1.8	Fire Flow	Permit Tech/Exec Asst	0.25	\$11	Avg FM / DFM	0.50	\$47	Avg FM / DFM	1.00	\$95	\$116.76	\$270	N/A	
1.9	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	NA	0.00	\$0	\$100.08	\$208	\$142	\$66
Reference Number	RESIDENTIAL PLAN REVIEWS AND INSPECTIONS	Position Classification	Hrs	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
2.1	Preliminary Site Plan Review: Residential Single Occupancy Conceptual or Consultation	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	0.75	\$65	NA	0.00	\$0	\$83	\$170	\$209	(\$39)
2.2	Preliminary Site Plan Review: - Two (2) or more dwellings	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	NA	0.00	\$0	\$167	\$362	\$357	\$5
2.3	Site Inspection: Single Family Dwelling	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$117	\$258	N/A	

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2.4	New residential construction: up to 3,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$217	\$477	\$394	\$83
2.5	New residential construction: 3,001 -6,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$234	\$515	\$468	\$47
2.6	New residential construction: 6,001 -9,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.75	\$152	Avg FM / DFM / FPS II / FPS I	1.75	\$152	\$267	\$592	\$505	\$87
2.7	New residential construction: 9,001-12,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	Avg FM / DFM / FPS II / FPS I	2.00	\$174	\$300	\$669	\$579	\$90
2.8	New residential construction: > 12,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	Avg FM / DFM / FPS II / FPS I	2.50	\$217	\$334	\$746	\$579	\$167
2.9	Residential addition or remodel: up to 3,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$217	\$477	\$357	\$120
2.10	Residential addition or remodel: 3,001-6,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$234	\$515	\$394	\$121
2.11	Residential addition or remodel: 6,001- 9,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.75	\$152	Avg FM / DFM / FPS II / FPS I	1.75	\$152	\$267	\$592	\$431	\$161
2.12	Residential addition or remodel: 9,001-12,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	Avg FM / DFM / FPS II / FPS I	2.00	\$174	\$300	\$669	\$505	\$164
2.13	Residential addition or remodel: > 12,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.25	\$195	Avg FM / DFM / FPS II / FPS I	2.25	\$195	\$334	\$746	\$542	\$204
2.14	Buildings under ≤ 1200 sf. including ADU's, Barns, Outbuildings, Detached Garages or Detached Outdoor Living Areas	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$217	\$477	\$320	\$157
2.15	Building Plan for C Container, Tiny Homes, Patio Covers	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	0.75	\$65	Avg FM / DFM / FPS II / FPS I	0.75	\$65	\$133	\$285	N/A	
2.16	Residential Generator (Propane, or Natural Gas)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	NA	0.00	\$0	\$100	\$208	N/A	
2.17	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	NA	0.00	\$0	\$100	\$208	\$142	\$66

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2.18	Residential: Building Inspection/Reinspection	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$117	\$258	\$178	\$80
2.19	Overtime Plan Review: Discretion of Fire Marshal per current workload	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	Plan Check Fee x 1.5		NA	0.00	\$0	\$33	1.5 x hourly cost	Plan Check Fee x 1.5	
2.20	Planned Community: Model Home Plan Review	Permit Tech/Exec Asst	0.75	\$32	Avg FM / DFM / FPS II / FPS I	1.50	\$130	NA	0.00	\$0	\$150	\$313	\$283	\$30
2.21	Planned Community: Building Site Plans/Phases	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	NA	0.00	\$0	\$133	\$285	\$209	\$76
Reference Number	LANDSCAPE PLAN REVIEWS AND INSPECTIONS	Position Classification	Hrs	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
3.1	Minor Landscape/Landscape feature Review Commercial and Residential	Permit Tech/Exec Asst	0.50	\$22	Avg DFM / FPS II / FPS I	0.75	\$59	Avg DFM / FPS II / FPS I	1.25	\$99	\$167	\$347	\$241	\$106
3.2	Residential Landscape: Single Family Dwellings	Permit Tech/Exec Asst	0.50	\$22	Avg DFM / FPS II / FPS I	1.00	\$79	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$200	\$431	\$356	\$75
3.3	Residential Landscape Review for Planned Community Production Units or Preliminary Landscape plan	Permit Tech/Exec Asst	0.50	\$22	Avg DFM / FPS II / FPS I	1.00	\$79	NA	0.00	\$0	\$100	\$201	\$228	(\$27)
3.4	Commercial/Industrial/Multi-Family: Landscape Plan Review	Permit Tech/Exec Asst	0.50	\$22	Avg DFM / FPS II / FPS I	1.25	\$99	Avg DFM / FPS II / FPS I	1.25	\$99	\$200	\$420	\$229	\$191
3.5	Landscape Inspection Commercial/Industrial/Multi-Family/Single Family Dwelling	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg DFM / FPS II / FPS I	1.50	\$119	\$117	\$246	\$215	\$31
3.6	Landscape Inspection/reinspection: Production homes (per unit)	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg DFM / FPS II / FPS I	0.75	\$59	\$67	\$137	\$142	(\$5)
3.7	Plan Change/As-Built (regardless of submittal number)/Resubmittals	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	NA	0.00	\$0	\$100	\$208	\$142	\$66
3.8	Defensible Space Inspection for Real Estate Transactions	Permit Tech/Exec Asst	0.50	\$22	NA	0.00	\$0	CRR	2.25	\$116	\$183	\$321	\$203	\$118
3.9	Defensible Space Inspection for Insurance	Permit Tech/Exec Asst	0.50	\$22	NA	0.00	\$0	CRR	1.50	\$78	\$133	\$233	N/A	

Final Fee Schedule

Reference Number	COMMERCIAL PLAN REVIEW AND INSPECTIONS	Position Classification	Hrs	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
4.1	Preliminary Site Plan Review Commercial/Multi-Family	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.00	\$104	NA	0.00	\$0	\$100	\$225	\$270	(\$45)
4.2	Site Inspection: Commercial/Multi-Family	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM	1.25	\$119	\$100	\$230	\$215	\$15
4.3	Multi-Family Building Plans: 1-5 units	Permit Tech/Exec Asst	0.75	\$32	Fire Marshal	1.50	\$156	NA	0.00	\$0	\$150	\$338	\$550	(\$212)
4.4	Multi-Family Building Plans: 6-10 units	Permit Tech/Exec Asst	0.75	\$32	Fire Marshal	1.75	\$182	NA	0.00	\$0	\$167	\$381	\$631	(\$250)
4.5	Multi-Family Building Plans: > 11 units	Permit Tech/Exec Asst	0.75	\$32	Fire Marshal	2.50	\$260	NA	0.00	\$0	\$217	\$509	\$839	(\$330)
4.6	Inspection/Reinspection for Commercial/Multi-Family	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM	1.25	\$119	\$100	\$230	\$178	\$52
4.7	Inspection for Multi-Family per unit when inspecting >2 units	Permit Tech/Exec Asst	0.50	\$22	NA	0.00	\$0	Avg FM / DFM	0.75	\$71	\$83	\$176	N/A	
4.8	New Commercial, Tenant Improvement, Industrial Building Plan 0-5,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.50	\$142	Avg FM / DFM / FPS II / FPS I	1.25	\$109	\$217	\$489	\$460	\$29
4.9	New Commercial, Tenant Improvement, Industrial Building Plan: 5001-15,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.75	\$182	Avg FM / DFM	1.50	\$142	\$250	\$596	\$497	\$99
4.10	New Commercial, Tenant Improvement, Industrial Building Plan: 15,001-50,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.50	\$260	Avg FM / DFM	1.75	\$166	\$317	\$764	\$617	\$147
4.11	New Commercial, Tenant Improvement, Industrial Building Plans: > 50,000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	3.50	\$364	Avg FM / DFM	2.50	\$237	\$434	\$1,056	\$775	\$281
4.12	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	NA	0.00	\$0	\$100	\$208	\$142	\$66

Final Fee Schedule

Reference Number	FIRE PROTECTION SYSTEM PLAN REVIEWS AND INSPECTIONS	Position Classification	Hrs	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
5.1	Residential Fire Sprinkler: 13D plan review for ADU, remodel, addition or other detached building ≤ 1200 sf.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg DFM / FPS II / FPS I	1.75	\$139	\$217	\$464	N/A	
5.2	Residential Fire Sprinkler: 13D plan review for SFD ≤ 6000 sq. ft.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg DFM / FPS II / FPS I	2.00	\$159	\$234	\$500	\$394	\$106
5.3	Residential Fire Sprinkler: 13D plan review for SFD 6001-9000 sf.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg DFM / FPS II / FPS I	2.50	\$198	\$284	\$612	\$431	\$181
5.4	Residential Fire Sprinkler: 13D plan review for SFD 9001-12000 sf.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	Avg DFM / FPS II / FPS I	2.75	\$218	\$317	\$687	\$431	\$256
5.5	Residential Fire Sprinkler: 13D plan review for SFD > 12000 sf.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	2.00	\$174	Avg DFM / FPS II / FPS I	3.25	\$258	\$384	\$836	\$431	\$405
5.6	Residential Fire Sprinkler System (4 heads or less)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	0.50	\$43	Avg DFM / FPS II / FPS I	0.75	\$59	\$117	\$241	\$246	(\$5)
5.7	Residential Fire Sprinkler/Underground Inspections: Partial, Beam Visual, Overstack, failed inspection	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$117	\$258	\$178	\$80
5.8	Residential Fire Sprinkler Plan Review: Production Units	Permit Tech/Exec Asst	0.75	\$32	Avg FM / DFM / FPS II / FPS I	1.50	\$130	NA	0.00	\$0	\$150	\$313	\$283	\$30
5.9	Inspection Residential Fire Sprinkler Production Units	Permit Tech/Exec Asst	0.50	\$22	NA	0.00	\$0	Avg DFM / FPS II / FPS I	2.00	\$159	\$167	\$347	\$244	\$103
5.10	Multi Family Fire Sprinkler System: Plan Review	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	2.00	\$190	NA	0.00	\$0	\$167	\$378	\$396	(\$18)
5.11	Multi Family Fire Sprinkler System: Inspection. 1 unit	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	2.50	\$217	\$183	\$411	N/A	
5.12	Multi Family Fire Sprinkler System: Inspection (per unit). For ≥ 2 units (multiple units scheduled at a time)	Permit Tech/Exec Asst	0.50	\$22	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$133	\$285	\$178	\$107
5.13	Commercial: Fire Sprinkler system plan review (New Building or TI) 0-5000 sf.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.25	\$119	Avg FM / DFM / FPS II / FPS I	3.00	\$260	\$317	\$718	\$686	\$32
5.14	Commercial: Fire Sprinkler system plan review (New Building or TI) 5001-15000 sf.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.25	\$119	Avg FM / DFM	4.00	\$380	\$384	\$904	\$686	\$218

Final Fee Schedule

5.15	Commercial: Fire Sprinkler system plan review (New Building or TI) 15001-50000 sf.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.50	\$142	Avg FM / DFM	4.50	\$427	\$434	\$1,025	\$686	\$339
5.16	Commercial: Fire Sprinkler system plan review (New Building or TI) > 50000 sf.	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.75	\$166	Avg FM / DFM	5.00	\$475	\$484	\$1,146	\$686	\$460
5.17	Inspection/Reinspection Commercial Fire Sprinkler System	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$117	\$258	\$215	\$43
5.18	Small Commercial Fire Sprinkler System Tenant Improvement	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	0.75	\$65	Avg FM / DFM / FPS II / FPS I	1.00	\$87	\$150	\$324	\$357	(\$33)
5.19	Underground for a Fire Sprinkler System or Fire Hydrant	Permit Tech/Exec Asst	0.75	\$32	Avg FM / DFM	1.50	\$142	Avg FM / DFM / FPS II / FPS I	5.50	\$478	\$517	\$1,169	\$872	\$297
5.20	Underground Fire Line Repair	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	0.75	\$71	Avg FM / DFM / FPS II / FPS I	2.00	\$174	\$217	\$483	\$431	\$52
5.21	In Rack Fire Sprinkler System: New or Tenant Improvement	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM / DFM	2.00	\$190	\$300	\$719	\$691	\$28
5.22	Pre-Action System	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM / DFM	3.00	\$285	\$367	\$881	\$829	\$52
5.23	Kitchen Hood/Fire Suppression System	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$234	\$541	\$550	(\$9)
5.24	Special Fire Suppression Systems	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM / DFM	2.00	\$190	\$300	\$719	\$640	\$79
5.25	Fire Sprinkler Monitoring System	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.50	\$142	Avg FM / DFM / FPS II / FPS I	3.50	\$304	\$367	\$835	\$746	\$89
5.26	Fire Alarm System (0-10 Devices)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.50	\$142	Avg FM / DFM / FPS II / FPS I	4.00	\$347	\$400	\$912	\$820	\$92
5.27	Fire Alarm System (11-25 Devices)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.25	\$119	Avg FM / DFM / FPS II / FPS I	5.50	\$478	\$484	\$1,101	\$935	\$166
5.28	Fire Alarm System (≥ 26 devices)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.50	\$142	Avg FM / DFM / FPS II / FPS I	6.50	\$564	\$567	\$1,295	\$1,088	\$207
5.29	Water Tank: Plan Review and Inspection	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.25	\$109	Avg DFM / FPS II / FPS I	2.00	\$159	\$250	\$539	\$603	(\$64)

Final Fee Schedule

5.30	Inspections Additional Fire Suppression System, Underground, Alarm	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$117	\$258	\$178	\$80
5.31	Spray Booth Extinguishing Systems	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.00	\$104	Avg FM / DFM	2.00	\$190	\$234	\$549	\$573	(\$24)
5.32	Fire Pumps	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM / DFM	2.50	\$237	\$334	\$800	\$787	\$13
5.33	Smoke Control Systems/Smoke Management Systems	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM / DFM	4.00	\$380	\$434	\$1,043	\$1,096	(\$53)
5.34	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	NA	0.00	\$0	\$100	\$208	\$142	\$66
Reference Number	ADDITIONAL PLAN REVIEWS AND INSPECTIONS	Position Classification	Hrs	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
6.1	High Piled Storage Plan	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.75	\$182	Avg FM / DFM	1.50	\$142	\$250	\$596	\$563	\$33
6.2	Rack Storage Plan	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	1.50	\$142	\$234	\$553	\$484	\$69
6.3	Standpipes	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.25	\$130	Avg FM / DFM	1.25	\$119	\$200	\$470	\$479	(\$9)
6.4	Above Ground Tank: Installation or Removal (Generators with fuel tanks, or fuel tanks)	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.25	\$130	Avg FM / DFM	1.25	\$119	\$200	\$470	\$641	(\$171)
6.5	Underground Tank: Installation or Removal	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	4.00	\$380	\$400	\$957	\$953	\$4
6.6	Residential Photovoltaic Systems (Solar)	Permit Tech/Exec Asst	0.25	\$11	Avg FM / DFM / FPS II / FPS I	0.75	\$65	Avg FM / DFM / FPS II / FPS I	0.00	\$0	\$67	\$143	\$142	\$1
6.7	Residential Photovoltaic Systems (Solar & ESS)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	0.75	\$65	Avg FM / DFM / FPS II / FPS I	0.75	\$65	\$133	\$285	N/A	
6.8	Commercial Photovoltaic Systems (Solar)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.00	\$95	Avg FM / DFM / FPS II / FPS I	1.00	\$87	\$167	\$370	\$432	(\$62)
6.9	Commercial Photovoltaic Systems (Solar & ESS)	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.25	\$119	Avg DFM / FPS II / FPS I	1.00	\$79	\$183	\$403	N/A	

Final Fee Schedule

6.10	Emergency Responder Radio Coverage	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM / FPS II / FPS I	2.00	\$174	\$267	\$618	\$641	(\$23)
6.11	Alternative Means and Methods, Performance Based Design	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.00	\$208	Avg FM / DFM	1.00	\$95	\$234	\$558	\$584	(\$26)
6.12	Technical Reports - High Piled Storage, Hazardous Materials, Control Areas, Special Hazard Installations	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	2.00	\$190	\$267	\$634	\$730	(\$96)
6.13	Cellular Sites	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.00	\$95	Avg FM / DFM	1.25	\$119	\$183	\$419	\$484	(\$65)
6.14	Cellular Sites with Generator	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.25	\$130	Avg FM / DFM	1.50	\$142	\$217	\$511	\$640	(\$129)
6.15	Gas Systems Medical Gas, Industrial Gas (Including piping and manifolds)	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.25	\$130	Avg FM / DFM	2.00	\$190	\$250	\$591	\$596	(\$5)
6.16	Battery Systems	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.50	\$130	Avg FM / DFM / FPS II / FPS I	1.50	\$130	\$234	\$515	\$563	(\$48)
6.17	Dry Cleaning (Includes Cleaning Solution) Quantity must exceed 330 or 660 gallon	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	1.25	\$119	\$217	\$513	\$524	(\$11)
6.18	Special Hazard Installations- Industrial Ovens, Refrigeration Systems, Vapor Recovery, Dust Collection etc.	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	1.50	\$156	Avg FM / DFM	1.50	\$142	\$234	\$553	\$563	(\$10)
6.19	Inspection/Reinspection	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg FM / DFM / FPS II / FPS I	1.25	\$109	\$100	\$219	\$178	\$41
6.20	Plan Change/As-Built (regardless of submittal number)/Resubmittals/Stamp Transfer	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM / FPS II / FPS I	1.00	\$87	Avg FM / DFM / FPS II / FPS I	0.00	\$0	\$100	\$208	\$142	\$66

Final Fee Schedule

Reference Number	WEED ABATEMENT	Position Classification	Hrs	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
7.1	Weed Abatement Reinspection	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	CRR	1.50	\$78	\$117	\$205	\$224	(\$19)
7.2	Forced Weed Abatement Administrative Fee (Expense of abatement Report and Hearing)	Permit Tech/Exec Asst	1.00	\$43	Fire Marshal	1.00	\$104	CRR	3.00	\$155	\$334	\$794	\$794	\$0
Reference Number	SPECIAL EVENTS AND INSPECTIONS	Position Classification	Hrs	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
8.1	Temporary Membrane Structures, Truss structure, Tent and Canopy Small 0-5,000 SF	Permit Tech/Exec Asst	0.25	\$11	Avg FM / DFM	0.50	\$47	Avg DFM / FPS II / FPS I	1.50	\$119	\$150	\$327	\$252	\$75
8.2	Temporary Membrane Structures, Tent and Large Canopy over 5,000 SF	Permit Tech/Exec Asst	0.25	\$11	Avg FM / DFM	0.50	\$47	Avg DFM / FPS II / FPS I	2.50	\$198	\$217	\$473	\$363	\$110
8.3	Multiple Temporary Membrane Structures	Permit Tech/Exec Asst	0.25	\$11	Avg FM / DFM	1.00	\$95	Avg DFM / FPS II / FPS I	2.25	\$178	\$234	\$518	\$365	\$153
8.4	Special Event	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.00	\$95	Avg DFM / FPS II / FPS I	2.00	\$159	\$234	\$509	\$365	\$144
8.5	Inspection Special Event/Temporary Membrane Structure inspection	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg DFM / FPS II / FPS I	1.50	\$119	\$117	\$246		\$246
8.6	Overtime Inspection Special Event/Temporary Membrane Structure	Permit Tech/Exec Asst	0.50	\$22	NA	0.00	\$0	Avg DFM / FPS II / FPS I	3.00	\$238	\$234	\$493		
8.7	Special Event/Temporary Membrane Structure (submitted less than 1 week to event)	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	0.50	\$52	Avg DFM / FPS II / FPS I	4.00	\$317	\$467	\$858	N/A	
8.8	Pyrotechnics Display	Permit Tech/Exec Asst	0.50	\$22	Avg FM / DFM	1.00	\$95	Avg FM / DFM	4.00	\$380	\$500	\$997	\$842	\$155
8.9	Inspection Cancellation Fee	Permit Tech/Exec Asst	0.25	\$11	Avg FM / DFM / FPS II / FPS I	0.00	\$0	Avg DFM / FPS II / FPS I	0.50	\$40	\$50	\$100	\$105	(\$5)
8.10	Standby Inspection (3 hour minimum)	Permit Tech/Exec Asst	0.25	\$11	NA	0.00	\$0	Avg DFM / FPS II / FPS I	3.00	\$238	\$217	\$465	\$0	
8.11	Overtime Inspection	Permit Tech/Exec Asst	0.25	\$11	NA		\$0	Avg DFM / FPS II / FPS I	3.00	\$238	\$317	\$565		

Final Fee Schedule

Reference Number	OTHER SERVICES NOT LISTED	Position Classification	Hrs	Fee	Position Classification	Plan Review Hours	Fee	Position Classification	Inspection Hours	Fee	Indirect Overhead Costs	TOTAL FEE	OLD FEE	CHANGE
9.1	Code Appeal	Permit Tech/Exec Asst	0.50	\$22	Fire Marshal	2.50	\$260	Fire Marshal	0.00	\$0	\$146	\$427	\$508	(\$81)
9.2	New Business Inspection/Operational Permit (SDSO, CCLB, or other outside agency)	Permit Tech/Exec Asst	0.25	\$11	Avg FM / DFM / FPS II / FPS I	0.00	\$0	Avg DFM / FPS II / FPS I	1.00	\$79	\$61	\$151	\$172	(\$21)
9.3	Reproduction of Fire District Documents											Actual Cost		
9.4	Public Records Request											.10 per copy; Admin time making copies		
9.5	Copies of Large Plans (C,D & E Size)											Actual Cost		
9.6	Color Copies Photos											Time, plus \$1.00 per copy		
9.7	Documents sent electronically, or accessed via the web site: www.rsf-fire.org											Time, plus materials		
9.8	Annexation Fees											\$1,000	\$1,000	\$0
												\$500	\$500	\$0
												\$1,000	\$1,000	\$0
9.9	Meeting Facilities: use of District-owned meeting facilities by members of the general public as noted.											\$50	\$50	\$0
9.10	Meeting Facilities: use of District-owned meeting facilities by members of the general public as noted.											\$250	\$250	\$0
9.11	Returned Check Fee											Actual cost		
9.12	Postage/supplies Cost											Actual cost		

Final Fee Schedule

Reference Number	RENTAL FEES											TOTAL FEE			
10.1	Training Tower w/ Grounds												\$400	\$400	\$0
10.2	Training Grounds												\$250	\$250	\$0
10.3	Burn Room												\$250 per hr.	\$250 per hr.	\$0
10.4	Propane												Actual Cost	Actual Cost	NA
10.5	Ventilation Prop												\$150	\$150	NA
10.6	Drafting/Testing Pit												\$50	\$50	NA
10.7	Clean-Up												\$150 Per hour	\$150 Per hour	NA
10.8	Water Use												Actual Cost	Actual Cost	NA
Reference Number	OTHER HOURLY RATE											TOTAL FEE			
11.1	Engine Stand By												OES Rate		same

RESOLUTION No. 2024-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024/2025.

WHEREAS, the Rancho Santa Fe Fire Protection District (hereinafter referred to as “District”) is required to adopt a final budget, on or before October 1 of each year, after making changes in the preliminary budget, as per Section 13895 of the Health & Safety Code; and

WHEREAS, the District and finance committee have made changes to the preliminary budget and submitted the proposed final budget for review and adoption at a publicly noticed meeting; and

WHEREAS, the District’s total revenue and fund balances from all sources do not exceed the total expenditures for Fiscal Year 24/25; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Rancho Santa Fe Fire Protection District a public agency in the County of San Diego, California, find and determine that:

1. The Final Budget for the Fiscal Year 24/25, including all sources of estimated revenue and appropriations for all funds as set forth in attached Final Budget document will be and is hereby adopted with the total expenditure requirements.
2. All encumbrances outstanding at the end of Fiscal Year 23/24 for goods not yet provided or services not yet rendered are hereby re-appropriated in conformation with General Accepted Accounting Principles for the Fiscal Year 24/25.
3. The balances of all capital construction, renovation, improvement projects and grants currently approved and/or near completion are hereby approved for re-appropriation and carryover for Fiscal Year 24/25.

BE IT FURTHER RESOLVED by the Board of Directors of the Rancho Santa Fe Fire Protection District that the means of financing the expenditure requirement will be by monies derived from all revenue sources, available fund balance, and designated reserve fund balances.

BE IT FURTHER RESOLVED by the Board of Directors of the Rancho Santa Fe Fire Protection District that the Final Budget will be and is hereby adopted in accordance with the detail provided.

PASSED AND ADOPTED by the Board of Directors of Rancho Santa Fe Fire Protection District, this 21st day of August 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Attest:

James H. Ashcraft
Board President

Sarah Montagne
Board Clerk



Rancho Santa Fe Fire Protection District

Proposed Budget Fiscal Year 2024-2025



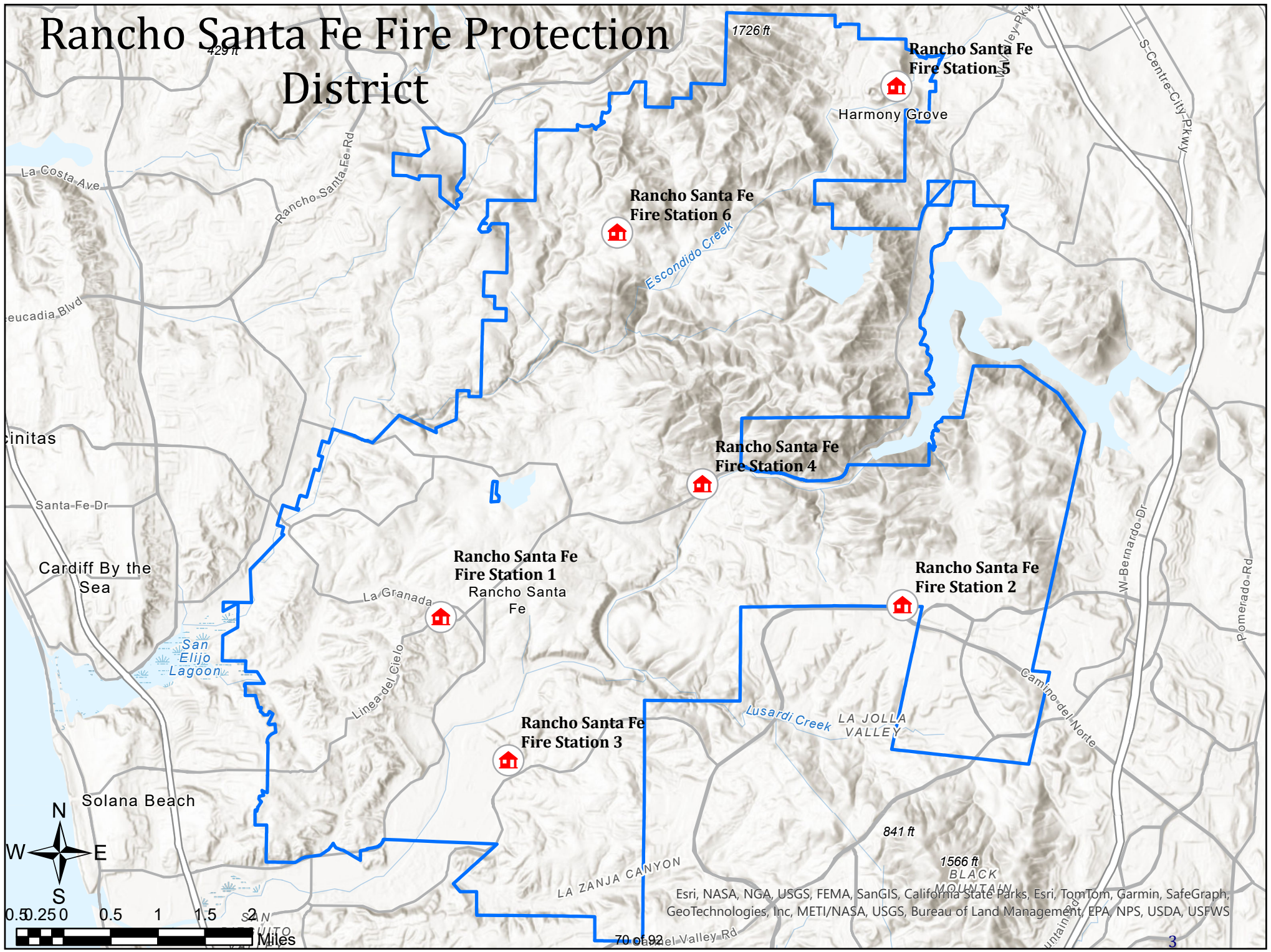
*To Protect Life, Property, and Environment
Prevention, Preparedness, Education and Emergency Response*



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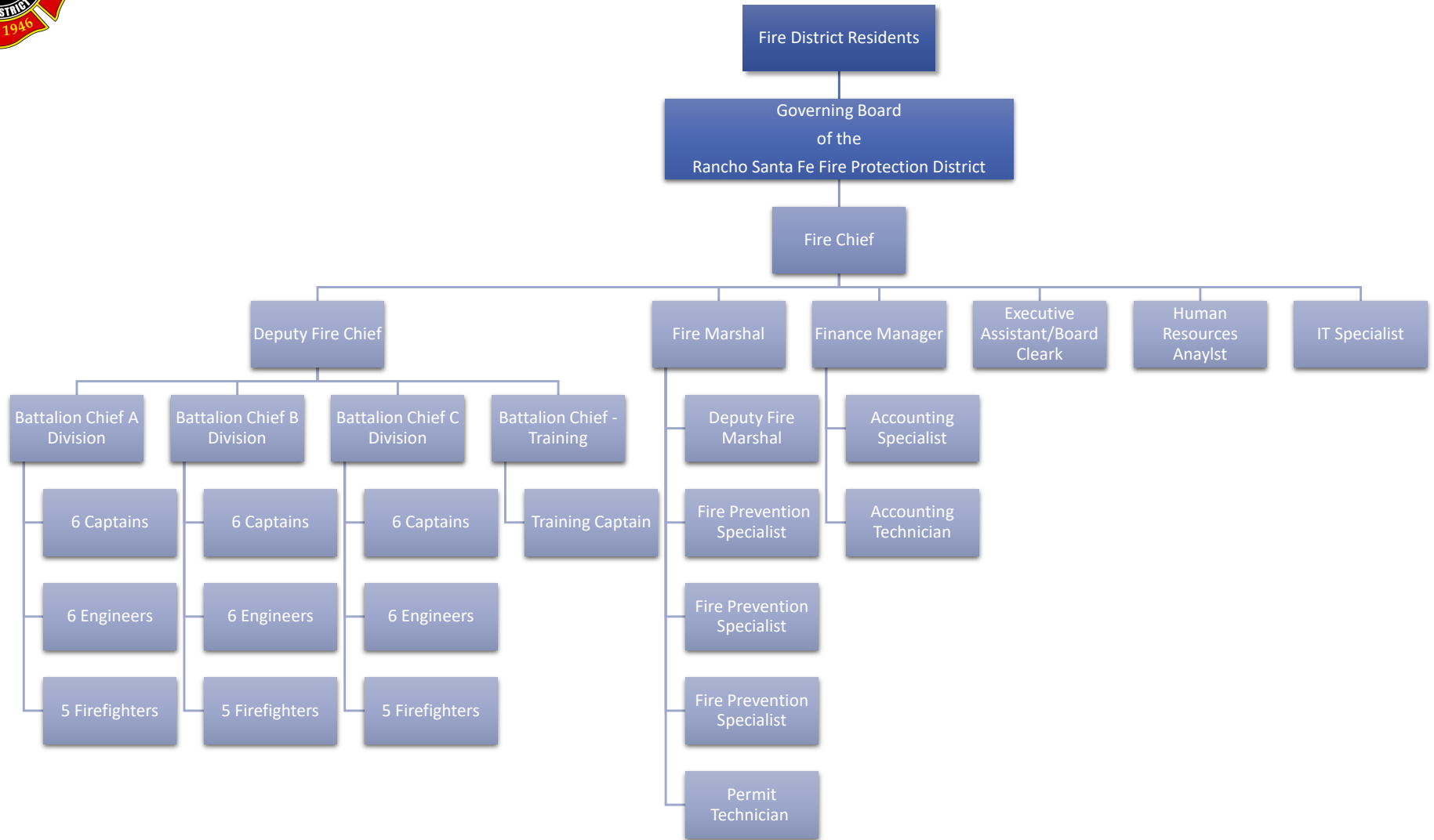
Rancho Santa Fe Fire Protection District



Esri, NASA, NGA, USGS, FEMA, SanGIS, California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA, USFWS



Rancho Santa Fe Fire Protection District



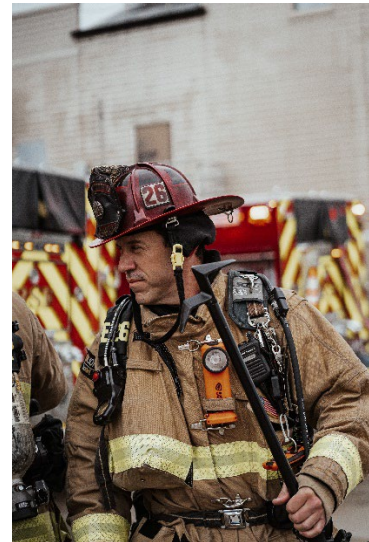


About Our District

On October 14, 1946, the San Diego County Board of Supervisors appointed the first fire commissioners to the newly formed Rancho Santa Fe Fire Protection District. At the time, the Fire District had one Chief and 15 volunteer personnel who protected an estimated 3,800 residents. Before this, fire protection for the area was provided by the California Division of Forestry (CDF). During the first years, the fire district was housed in a shed owned by the Irrigation District. In 1951, a \$19,000 loan was obtained to build the village fire station.

Today, the Fire District spans approximately 50-square miles and protects over 60,000 citizens. The Fire District currently operates out of six full-time fire stations, and one administration office serving communities within and surrounding Rancho Santa Fe, 4S-Ranch, Fairbanks Ranch, Cielo, The Crosby, Elfin Forest, and Harmony Grove. The Fire District is governed by a five-person elected Board of Directors. The Board is responsible for establishing policies, guidelines and providing direction for Fire District staff.

The support we receive from this community is unparalleled by any other fire agency. From the beginning, the Fire District and its facilities have been central to the community, fostering a mutually beneficial relationship. With the continued support of our citizens, we will keep providing advanced, high-quality protection to our residents and neighboring agencies for years to come.





Letter of Transmittal:

We are privileged to present the proposed budget FY25, prepared in accordance with Government Code – GOV §61110.

This budget presentation is a critical step in aligning our financial resources with our strategic goals, ensuring we continue to provide exceptional fire protection and emergency services to our community. The proposed budget has been meticulously developed, considering both immediate operational needs and long-term strategic objectives. In FY25, the Leadership Team aims to analyze, update, and build upon the existing five-year strategic goals. Key objectives for FY25 include:

- **Facilities:** Ensure all district facilities are well-maintained, safe, and operationally efficient. Conduct regular assessments to identify areas requiring updates, repairs, or replacement.
- **Apparatus:** Continue to follow the Fire Chief’s five-year capital expenditure plan for engine replacement.
- **Personnel Training and Engagement:** Enhance training programs and increase engagement among personnel.
- **Financial Goals:** Ensure financial stability and sustainability. Optimize resource allocation to prioritize funding for critical operational needs, including personnel, equipment, and infrastructure. Pursue grants, monitor and manage personnel costs while maintaining high levels of customer service and staff morale, and conduct salary and benefit analyses to benchmark costs against industry standards.
- **Leverage Technology:** Utilize workforce software to streamline administrative, financial, prevention, and operational tasks.

This year’s budget underscores RSF’s commitment to public safety, outstanding customer service, and fiscal responsibility. It represents the hard work and dedication of many employees throughout the district.

Dave McQuead
Fire Chief

Burgen Havens
Finance Manager



Mission Statement

To serve the public through the protection of life, environment and property from fire and other emergencies through prevention, preparedness, education, and response.

Vision Statement

Our vision is to provide exceptional service and continuous improvement in our organization through innovation, forward-looking leadership and genuine concern for the welfare of others.

We are dedicated to our mission, unwavering in our core values and continually strive to be a model of excellence.

We are role models in the community and leaders in our profession.

We maintain community partnerships, hire and train exceptional people, and provide professional, well-organized, cost-effective services.

We are advocates for our member's health, safety, and welfare.

We foster a culture of trust, involvement, and personal accountability.

Core Values

We, the members of the Rancho Santa Fe Fire District, declare the following values to be the fundamental principles that define our organization's culture:

Sense of Duty

Our organization is driven by a sense of duty and desire to serve. We hold ourselves individually and collectively accountable and will conduct ourselves in a manner that preserves the trust and respect of the community as well as our peers.

Pride

We are proud to be part of an organization that embraces innovation, promotes diversity, and recognizes achievement. We take ownership in our equipment, facilities, and responsibilities.



Teamwork

We cultivate relationships based on trust, respect, and camaraderie. We recognize and value each individual's unique contribution and are committed to work together to achieve shared goals.

Appreciation

We recognize that our people are the foundation of our organization. We empower every member regardless of rank, title, or tenure. We acknowledge and appreciate each other's character, talents, and ideas.

Leadership

We lead by example, have the courage to act, and the fortitude to persevere. We will exhibit competence, integrity, and professionalism at all times.

Family

We believe in the importance of family, both personally and professionally. We are strengthened by the friendship and support of our colleagues, and value the interpersonal bonds that we form.





Board of Directors and District Management

Board of Directors

Board President	James Ashcraft
Vice President.....	John C. Tanner
Director.....	Nancy C. Hillgren
Director.....	Randall Malin
Director.....	Tucker Stine

Management Staff

Fire Chief.....	Dave McQuead
Deputy Fire Chief.....	Brian Slattery
Battalion Chief.....	Luke Bennett
Battalion Chief.....	Jim Mickelson
Battalion Chief.....	Greg O’Gorman
Battalion Chief.....	Paul Roman
Fire Marshall.....	Marlene Donner
Finance Manager.....	Burgen Havens



Rancho Santa Fe Fire Protection District
 Authorized Positions
 FY 2024-2025 Personnel Listing (FTE)

Full Time Equivalent (FTE) List	FY 23-24 Authorized Positions	Changes	FY 24-25 Authorized Positions
Leadership			
Fire Chief	1	0	1
Deputy Fire Chief	1	0	1
Fire Marshal	1	0	1
Battalion Chief	3	0	3
Battalion Chief - Training	1	0	1
Manager Finance & Administration	1	-1	0
Finance Manager	0	1	1
Executive Assistant/Board Clerk	<u>0</u>	<u>1</u>	<u>1</u>
	8	1	9
Administration			
Deputy Fire Marshal	1	0	1
Fire Prevention Specialist	2	1	3
Community Risk Reduction Specialist	1	-1	0
Office Support Coordinator	2	-2	0
Permit Technician	0	1	1
Human Resource Analyst	1	0	1
Accounting Specialist	1	0	1
Accounting Technician	1	0	1
IT Specialist	<u>0</u>	<u>1</u>	<u>1</u>
	9	0	9
Safety			
Captain	18	1	19
Engineer	18	0	18
Firefighter/PM	<u>15</u>	<u>0</u>	<u>15</u>
	51	1	52
Total FTE's	68	2	<u>70</u>
Board of Directors			
Directors	<u>5</u>	<u>0</u>	<u>5</u>
	5	0	5
Total FTE's & Directos			75



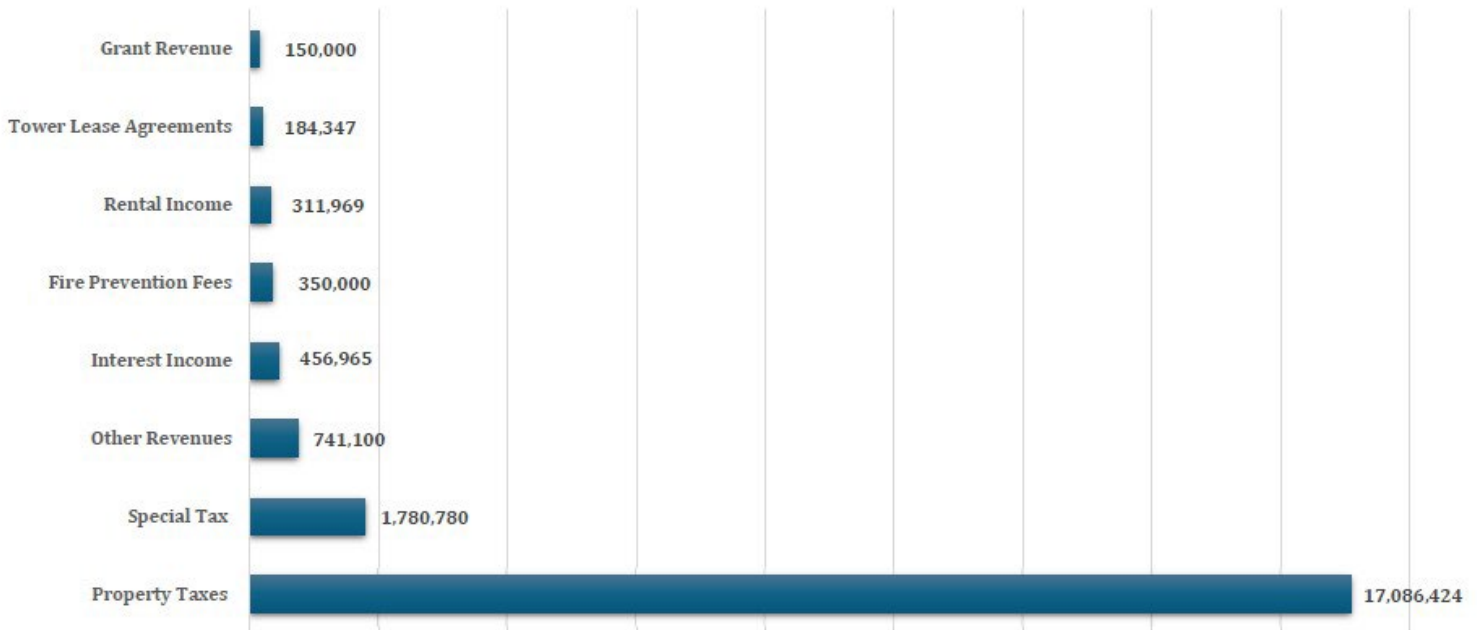
Rancho Santa Fe Fire Protection District FY25 Budget Summary

The proposed budget for FY25 provides a comprehensive overview of the district's financial plan, focusing on the General Fund. This summary outlines the projected revenues, expenditures, and significant highlights. The fire district's proposed FY25 Operating and Capital Replacement Budget is submitted to the Board of Directors for review and consideration. Consistent with previous fiscal year practices, the staff has compiled a FY25 draft Operating and Capital budget utilizing the best information available.

Revenue Changes:

- Proposed Revenue: \$21,061,586
 - The major source of revenue is property tax, which constitutes the bulk of the district's income.
 - District Assessed Valuations for 2024-2025 increase by \$1.4 million or 5.96% over 2023-2024.
 - The proposed budget plan includes \$17.1 million in property tax for FY 25, an increase of \$848 thousand or 5.5% over FY 24
 - The proposed budget plan includes \$1.7 million in special tax for FY 25, an increase of \$80 thousand or 5.5% over FY 24

FY 25 Proposed Revenue



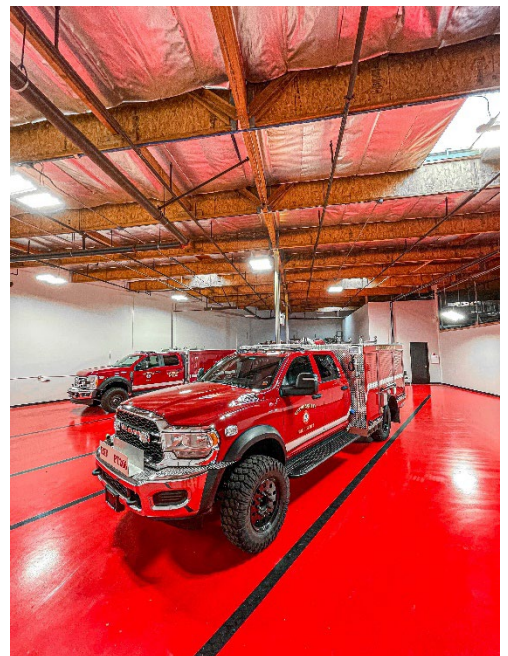


Salaries and Benefits Changes:

- Proposed Expenditures: \$19,030,587
 - The primary categories of expenditures include salaries, benefits, and CalPERS pension contributions.
 - In December 2023, salaries rose by 19% as a result of negotiated employment contracts effective 2024-2026. The salary increase reflects the district's commitment to maintaining competitive compensation for its employees, which is essential for attracting and retaining skilled personnel.
 - The proposed budget plan includes \$12.1 million in salary and overtime costs, an increase of \$1.2 million or 12% over FY24.
 - The proposed budget plan includes 1.5 million in health insurance costs, an increase of \$318 thousand or 27% over FY24
 - CalPERS Unfunded Accrued Liability (UAL) Additional Discretionary Payment - \$1 million. The Board of Directors has taken a strategic approach to address this unfunded liability by continuously making optional payments. This proactive step aims to reduce our long-term pension obligation and financial risk. While this payment has resulted in a temporary budget deficit, it is a calculated measure intended to strengthen our financial health in the long term. By reducing the unfunded liability now, we anticipate lower future pension costs and interest expenses. This payment enhances our financial stability and demonstrates commitment to fulfilling pension commitments to employees.

Operational Expenses:

- Proposed Expenditures: \$2,190,000
 - The proposed budget plan includes \$432,000 in firefighting equipment for FY25, an increase of 45% over FY24. The proposed budget plan allocated \$200 thousand for personal protective equipment. Effective January 1, 2024, the NFPA 1851 established requirements for selection, care and maintenance of firefighting protective equipment to reduce health and safety risks associated with improper maintenance, contamination or damage. The additional proposed budget will provide our members with safe personal protective equipment.
 - An increase in emergency incident meals & miscellaneous was deemed necessary due to the current California wildfire climate. We are expecting an uptick in deployments.

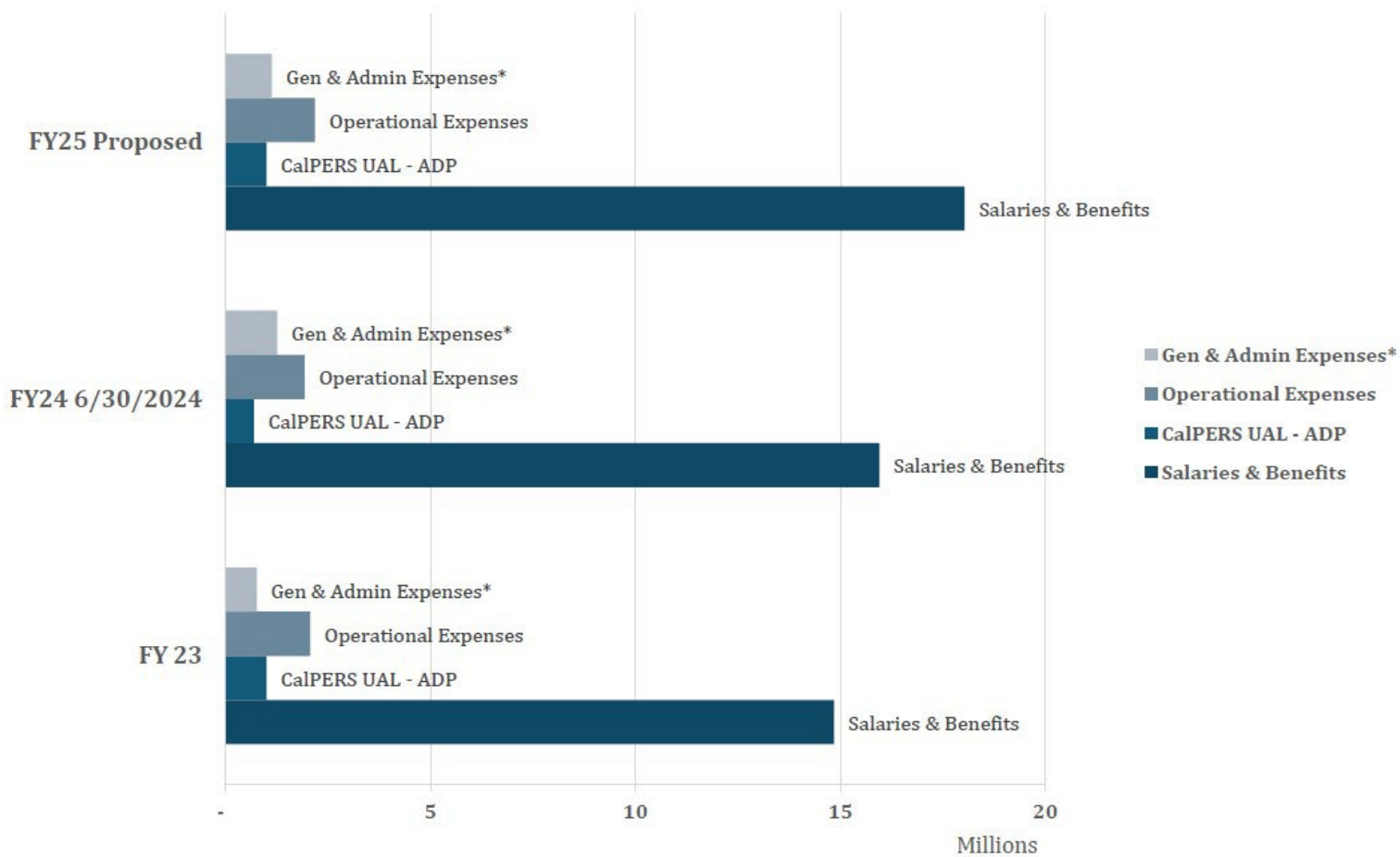




General & Administration Expenses:

- Proposed Expenditures: \$1,133,480
 - The proposed budget plan decreased by 3% or approximately \$37 thousand. The decrease was due to transitioning the Information Technology responsibility to a full-time employee instead of a contract company.

Historical Expense Trend



Capital Outlay:

- Proposed Expenditures: \$581,000
 - The district’s proposed Capital Replacement expenditures for FY25 total \$581,000. This includes completing the implementation of fire prevention software, acquiring a stake bed utility vehicle for Rancho Santa Fe Fire Station 6, replacing the roof, installing solar panels, and setting up a backup generator.



Fire Mitigation Fund:

The Mitigation Fee Fund (02) is the district assigned funds for use in capital facilities and equipment to serve new developments in the district.

- Proposed Revenue: \$850,000
 - In May 2023, the County Board of Supervisors voted on an update to the Fire Mitigation Fee Ordinance. Beginning in July 2023, the county significantly increased the fees to the betterment of the FMF program. The district saw approximately \$703 thousand in Fire Mitigation Fees in FY24, an increase of almost \$508 thousand or 260% from the prior year. We expect this trend to continue.



Budget Summary

The District's FY25 revenue has shown a moderate increase, although planned expenditures are higher than in FY24. The current proposed budget reflects a deficit, primarily due to a strategic optional payment toward our unfunded pension liability. This decision, however, positions us for greater financial stability and long-term savings.

This budget represents our continued efforts to provide timely fire and emergency response services to the communities we serve. We remain committed to good financial stewardship through efficient operational management processes, including cost-cutting measures whenever feasible.



**Rancho Santa Fe Fire Protection District
FY25 Fund Balance Sheet**

	FY 23 Final	FY 24 YTD Actuals 6/30/2024	FY 24 Final Budget	FY 25 Proposed Budget	\$ Budget increase (decrease)	% Budget Variance
GENERAL FUND						
REVENUE						
TOTAL REVENUE	\$ 20,741,869	\$ 21,028,771	\$ 19,691,883	\$ 21,061,586	\$ 1,369,704	7%
EXPENSE						
Total Salaries & Benefits	\$ 15,845,829	\$ 16,647,444	\$ 17,151,540	\$ 19,030,587	\$ 1,879,047	11%
Total Operations Expenses	\$ 2,069,639	\$ 1,931,777	\$ 2,048,600	\$ 2,190,000	\$ 141,400	7%
Total General & Admin Expenses	\$ 6,639,437	\$ 1,262,244	\$ 1,170,024	\$ 1,133,480	\$ (36,544)	-3%
TOTAL EXPENSE FROM OPERATIONS	\$ 24,554,905	\$ 19,841,466	\$ 20,370,164	\$ 22,354,067	\$ 1,983,904	10%
CHANGE IN FUND BALANCE - SURPLUS/(DEFICIT)	\$ (3,813,036)	\$ 1,187,305	\$ (678,281)	\$ (1,292,481)	\$ (614,200)	
CAPITAL						
Total Capital	\$ 20,387	\$ 929,569	\$ 1,275,300	\$ 581,000	\$ (694,300)	-54%
GENERAL FUND BALANCE	(3,833,424)	257,736	(1,953,581)	(1,873,481)	80,100	



**Rancho Santa Fe Fire Protection District
FY 25 Proposed Budget**

	FY 23 Final	FY 24 YTD Actuals 6/30/2024	FY 24 Final Budget	FY 25 Proposed Budget	\$ Budget increase (decrease)	% Budget Variance
GENERAL FUND						
REVENUE						
Property Taxes	15,391,445	16,279,815	16,237,974	17,086,424	848,450	5%
Special Tax	1,782,098	1,861,127	1,701,212	1,780,780	79,569	5%
Interest Income	446,020	666,437	221,360	456,965	235,605	106%
Tower Lease Agreements	390,977	178,976	179,002	184,347	5,345	3%
Fire Prevention Fees	755,030	691,742	320,000	350,000	30,000	9%
Grant Revenue	500,780	192,900	-	150,000	150,000	0%
Rental Income	99,867	308,582	302,181	311,969	9,788	3%
Other Revenues	1,375,652	849,193	730,154	741,100	10,946	1%
TOTAL REVENUE	\$ 20,741,869	\$ 21,028,771	\$ 19,691,883	\$ 21,061,586	\$ 1,369,704	7%
EXPENSE						
Salaries and Benefits						
Salaries	7,861,407	8,778,938	8,675,420	10,075,613	1,400,193	16%
Overtime	1,605,019	1,947,057	2,122,654	2,000,000	(122,654)	-6%
Management Incentive Payment	186,962	14,350	56,403	72,393	15,990	28%
Annual Leave Payout	141,092	-	-	-	-	0%
Classic Safety	2,396,936	849,960	3,188,000	1,393,428	(1,794,572)	-56%
Classic Non-Safety	-	44,648	-	44,365	44,365	0%
PEPRA Safety	-	502,385	-	479,180	479,180	0%
PEPRA Non-Safety	-	46,641	-	76,925	76,925	0%
Payroll Taxes	166,766	186,043	193,555	239,434	45,879	24%
UAL - Normal	-	787,903	-	1,117,000	1,117,000	0%
UAL - ADP (Additional Payment)	1,000,000	697,591	697,591	1,000,000	302,409	43%
Workers' Comp Insurance	524,570	361,903	500,000	500,000	-	0%
Uniforms	45,881	39,371	45,000	38,000	(7,000)	-16%
Health Insurance	1,019,275	1,473,231	1,175,917	1,494,849	318,932	27%
HRA (Funded & Active)	891,037	909,118	490,000	484,400	(5,600)	-1%
Retiree Health Expense	6,884	8,305	7,000	15,000	8,000	114%
Total Salaries & Benefits	\$ 15,845,829	\$ 16,647,444	\$ 17,151,540	\$ 19,030,587	\$ 1,879,047	11%
Operations Expenses						
Dispatch Services	234,237	239,684	245,000	220,000	(25,000)	-10%
Structures & Grounds	258,623	212,933	263,400	287,200	23,800	9%
Fuel	98,304	110,957	111,000	116,000	5,000	5%
Apparatus	358,944	267,392	305,000	321,500	16,500	5%
Prevention Materials/Supplies	4,803	4,611	5,000	5,000	-	0%
Liability Insurance	130,962	127,180	125,000	169,000	44,000	35%
Utilities	412,286	373,406	477,000	389,000	(88,000)	-18%
Repairs & Maintenance	30,944	25,271	25,400	25,400	-	0%
Firefighting Equipment	216,270	227,116	299,000	432,400	133,400	45%
Kitchen & Janitorial Supplies	29,074	26,101	29,000	38,000	9,000	31%
Grant Expenses	3,332	177,195	-	-	-	0%
SCBA Equipment	26,097	18,236	22,500	23,200	700	3%
Small Tools & Minor Equip	6,306	1,181	5,100	5,000	(100)	-2%
Hazmat Disposal & Permits	7,683	12,609	15,900	12,000	(3,900)	-25%
Emer Incident Meals & Misc	6,094	19,521	10,000	30,000	20,000	200%
Communication	245,681	88,385	110,300	116,300	6,000	5%
Total Operations Expenses	\$ 2,069,639	\$ 1,931,777	\$ 2,048,600	\$ 2,190,000	\$ 141,400	7%
General & Administration Expenses						
County Admin Costs	298,254	349,128	270,000	290,000	20,000	7%
Computer Materials & Service	26,021	79,916	80,400	101,000	20,600	26%
Professional Services	5,878,887	359,663	223,100	141,100	(82,000)	-37%
Legal Services	43,612	89,436	100,000	148,000	48,000	48%
Professional Development	57,240	72,249	110,000	80,000	(30,000)	-27%
Formal Education	13,311	4,697	20,000	20,000	-	0%
Physicals & Wellness Program	150,216	74,155	165,000	115,000	(50,000)	-30%
Memberships & Subscriptions	50,043	90,719	70,653	73,000	2,347	3%
Meetings & Travel	8,656	10,835	15,000	10,000	(5,000)	-33%
Training Materials	19,585	18,782	17,000	26,500	9,500	56%
Office Expense	51,485	79,841	62,900	64,800	1,900	3%
LAFCO Assessment Fee	10,523	9,970	9,971	11,080	1,109	11%
Admin Fees	15,995	15,515	16,000	16,000	-	0%



**Rancho Santa Fe Fire Protection District
FY 25 Proposed Budget**

	FY 23 Final	FY 24 YTD Actuals 6/30/2024	FY 24 Final Budget	FY 25 Proposed Budget	\$ Budget increase (decrease)	% Budget Variance
Advertising & Legal Notices	2,688	3,209	5,000	5,000	-	0%
Personnel Recruitment	12,921	4,128	5,000	5,000	-	0%
Community Relations	-	-	-	-	-	0%
Board Election	-	-	-	27,000	27,000	0%
Total General & Admin Expenses	\$ 6,639,437	\$ 1,262,244	\$ 1,170,024	\$ 1,133,480	\$ (36,544)	-3%
TOTAL EXPENSE FROM OPERATIONS	\$ 24,554,905	\$ 19,841,466	\$ 20,370,164	\$ 22,354,067	\$ 1,983,904	10%
NET REVENUE / (EXPENSE) BEFORE CAPITAL	\$ (3,813,036)	\$ 1,187,305	\$ (678,281)	\$ (1,292,481)	\$ (614,200)	
Capital						
Capital - Facilities	1,516	190,558	471,300	381,000	(90,300)	-19%
Capital - Apparatus	18,871	682,777	445,000	120,000	(325,000)	-73%
Capital - Equipment	-	56,234	110,000	80,000	(30,000)	-27%
Capital - Vehicle	-	-	249,000	-	(249,000)	-100%
Total Capital	\$ 20,387	\$ 929,569	\$ 1,275,300	\$ 581,000	\$ (694,300)	-54%
GENERAL FUND NET REVENUE / (EXPENSE)	(3,833,424)	257,736	(1,953,581)	(1,873,481)	80,100	
FIRE MITIGATION FUND						
REVENUE						
Mitigation Fees	195,098	703,046	-	850,000	850,000	0%
Interest Income	36,051	58,728	22,000	22,000	-	100%
Total Revenue	\$ 231,149	\$ 761,775	\$ 22,000	\$ 872,000	\$ 850,000	
Capital						
Capital Outlay		-	-	-	-	0%
Total Capital		-	-	-	-	0%
FIRE MITIGATION NET REVENUE / (EXPENSE)		\$ 761,775	\$ 22,000	\$ 872,000	\$ 850,000	



Rancho Santa Fe Fire Protection District
FY 25 Capital Improvement Plan

Capital Facilities	FY24	FY25	FY26	FY27
Prevention Office/ Digital Plan (FMF Project #3)	35,000	35,000		
Training Facility Upgrades	60,000	40,000		
Station 6 Asphalt Parking Lot	50,000			
Station 6 Solar/Roof/Back-up Generator	250,000	250,000		
RSF6 App Bay Drain/Apron	25,000	22,000		
Misc Facilities Projects	51,300			
Showers RSF1		30,000		
Deionized Water System		39,000		
RSF Admin - Carpet Replacement			80,000	
Apparatus				
Type 6 Fire Apparatus (FMF Project #2)	445,000	-		
1/2 Ton Truck Command (C2601)	80,000	-		
F-250 Command (B261)	100,000			
1/2 Ton Truck Prevention (DFM)	60,000	-		
**1/2 Ton Truck Prevention (FI) (FMF Project #4) 3/4 Ton Stake Bed Truck	60,000	120,000		
Type 1 Fire Apparatus-1411 (FMF Project #5) Brush Jackets	9,000		1,100,000	
Tactical Water Tender (1062) (FMF Project #6)				500,000
Equipment				
Large Touch Screen Monitors for FP Plan Check	10,000	-		
Accela Govt Software - Fire Prevention	80,000	80,000		
E-Hydraulic tools	20,000		50,000	
Self-Contained Breathing Apparatus (SCBA)				
Total Capital Outlay	1,335,300	616,000	1,230,000	500,000
Resources in from Restricted/Assigned funds	(394,955)	(100,000)	(660,000)	(300,000)
Capital Outlay General Fund	\$ 940,345	\$ 516,000	\$ 570,000	\$ 200,000

STAFF REPORT

NO. 24-27

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: NORTH ZONE MASTER AUTOMATIC AID AGREEMENT
DATE: AUGUST 21, 2024



RECOMMENDATION:

Staff recommends that the Board of Directors approve and authorize the Fire Chief to execute the 2024 North Regional Zone Master Interoperable Automatic Aid Agreement for Fire-Rescue Responses & Support Activities as presented.

BACKGROUND:

In 2002, the District entered into a North Zone Automatic Aid Agreement (“North Zone”) with the other North Zone fire agencies. The North Zone Automatic Aid Agreement was amended in 2004 and 2016 as the number of agencies and functional consolidations of North Zone has evolved over the years.

The San Diego Operational Area is made of four individual zones: North, Metro, Central and East. Each Zone specifically represents the fire agencies within that zone. Please reference “Exhibit A” of the agreement to see the represented fire agencies within the North Zone.

SUMMARY:

The North Zone fire agencies take great pride in how we operate, work, train, and support each other 24/7/365 to better serve our communities and agencies without the hindrance of borders or egos. The North Zone Fire Chiefs along with a cross section of legal representatives from cities, districts and tribal partners, have thoroughly reviewed, discussed and revised the North Zone Automatic Aid Agreement for Fire-Rescue Responses & Support Activities to ensure the document clearly communicates expectations, roles and responsibilities and thereby represents all North Zone fire agencies equitably as we continue to further enhance the strength of the North Zone as a whole.

**NORTH REGIONAL ZONE MASTER INTEROPERABLE AUTOMATIC AID AGREEMENT FOR
FIRE-RESCUE RESPONSES & SUPPORT ACTIVITIES**

FINAL: AUGUST 2024

WHEREAS, the Camp Pendleton, Carlsbad, Del Mar, Encinitas, Escondido, Oceanside, San Marcos, Solana Beach, and Vista Fire Departments, the Deer Springs, Rincon Del Diablo, North County, Rancho Santa Fe, San Diego County, San Marcos, Valley Center, and Vista Fire Protection Districts, and the Pala, Pauma, Rincon, and San Pasqual Reservation Fire Departments, and Cal Fire in San Diego County maintain as part of their service, an organized and equipped Fire Agency charged with the duty of fire protection, emergency medical, and rescue services within the limits of said jurisdictions, collectively referred to as the “agencies” and individually as “party” or “agency”; and

WHEREAS, it would be to the benefit of the agencies that the fire suppression, emergency medical, rescue services, incident management, fire investigation, resource support, and training services of each of their Fire agencies be, in some circumstances, extended outside of the jurisdictional limits of each party to this Agreement; and into the jurisdictional limits of the other agencies; and

WHEREAS, under certain circumstances jurisdictions wish to have other Fire agencies respond to fire suppression, emergency medical, rescue, and support services for incidents within the limits of their jurisdiction.

NOW, THEREFORE BE IT RESOLVED:

- 1.** The agencies to this Automatic Aid Agreement (Agreement), as identified in Exhibit “A,” which is incorporated by reference, have agreed to respond to emergency alarms and related support activities (which include, but may not be limited to, fire suppression, medical, rescue, incident management, fire investigation, resource support, and training) outside of their respective service areas as delineated, now or in the future, by LAFCO, and within the delineated service areas of the other agencies, in accordance with the terms and conditions of this Agreement.
- 2.** Any party to this Agreement may, upon determining mutual benefit, agree to provide resources without regard to political and/or jurisdictional boundaries, and adhere to the closest available resource concept for determining response patterns as a part of this Agreement.
- 3.** The use of Automatic Aid Shall not be used to shift costs to another agency for providing primary coverage within said agencies jurisdiction.

4. The details as to the method of operations, procedures, and other planning as may be necessary to effectuate this Agreement and type of units and responses shall be as set forth in the Operational Plan (Zone Emergency Operation Manual-EOM) in effect between the Fire Chiefs of the respective Fire agencies.
5. The details as to the method of ambulance operations, procedures, and other planning as may be necessary to effectuate this Agreement and type of units and responses shall be as set forth by the California Health and Safety Code Section 1797.201, 1797.224, 1797.230 or 1797.231. Contracts or MOA's that are agreed upon between individual agencies for ambulance response shall be in effect between said agencies.
6. Emergency medical patients requiring service or transport for medical care shall be billed for services provided by the party providing the services, at the established rate of such party.
7. Cooperative planning and interdepartmental training are necessary to support emergency incident activity. All resources covered by this Agreement should train together to ensure safe and effective incident operations. Each party shall bear the costs and expenses incurred for training its own personnel.
8. Non-emergency resource support, training and education activities will be coordinated and agreed upon between the Fire Chiefs or designees of the respective Fire agencies.
9. There shall be an operational committee, which shall consist of the Chiefs or their designee of the respective agencies, for the purpose of implementing the provisions of this Agreement relating to operational procedures.
10. The duties of Incident Commander shall be assumed by the first fire officer from a participating agency who arrives at the scene of the incident, regardless of the jurisdiction in which the incident occurs. There shall be an orderly transfer of command when an Officer from the jurisdiction in which the incident occurs arrives at the scene, if said Officer chooses to assume Incident Command.
11. All agencies agree to indemnify the other agencies for any liability imposed upon the other agencies pursuant to Government Code Section 895.4, based upon a negligent or wrongful act or omission of the indemnifying party's officers, agents, or employees occurring in the performance of this Agreement. This indemnification Agreement is entered into pursuant to Government Code Section 895.4 and is intended to eliminate the pro rata right of contribution described in Government Code Section 895.6 and the joint and several liability described in Government Code Section 895.2 agencies so that each party bears the liability and cost of its own negligence.

- 12.** Each party to this Agreement shall maintain proper Worker's Compensation Insurance or be self-insured for Workers' Compensation liability covering its own employees without cost to the other agencies, and each party shall be responsible for all salary and benefits for its own personnel without cost to the other agencies.
- 13.** Each of the agencies shall be fully responsible for all repairs, maintenance, and upkeep, including gas, oil, lubrications, parts replacement, and repair of casualty damage, of all its own equipment used, in furtherance of this Agreement, while said equipment is used outside of its service area. However, during prolonged all-hazard activities (beyond 12-hours), the requesting party shall replenish chemical agents and fuel as needed; provide minor maintenance of all equipment; and provide for the well-being of personnel involved in the all-hazard activity.
- 14.** The assurance of automatic aid set forth in this Agreement shall constitute the sole consideration for the performance. It is, therefore, understood and agreed that no money payments shall be made between the agencies, that no charges shall be assessed by any party against any other party, and that each party shall be fully responsible for all of its costs in connection with the performance of this Agreement except as provided for in Section 16 of this Agreement.
- 15.** Nothing in this Agreement shall limit any party from participating in separate agreements with other fire jurisdictions and shall have no effect upon existing agreements. Additionally, nothing in this Agreement is intended to, nor shall it operate or be interpreted to, eliminate, modify, or abrogate the terms of other existing agreements.
- 16.** This agreement will only be effective between the San Diego County Fire Protection District and Sovereign Tribal Nations upon the negotiations and approval of a separate addendum with Sovereign Tribal Nations to enact the terms and conditions of this Agreement. Other NZ agencies may also require a separate addendum with Sovereign Tribal Nations to enact the terms and conditions of this Agreement, provided that each Sovereign Tribal Nation agrees to negotiate and approve any terms and conditions in the addendum.
- 17.** Subject to the provisions of any separate addendum between a Sovereign Tribal Nation and San Diego County Fire Protection District and/or any other NZ agencies pursuant to Section 16 of this Agreement, this Agreement shall be construed and interpreted in accordance with the laws of the State of California. Venue shall lie in the County of San Diego, State of California.

- 18.** Nothing in the indemnification of this Agreement is intended to, nor shall it operate or be interpreted to, eliminate, modify, or abrogate the terms of agreements between a party owning a training facility and any other party with respect to the use or rental of such training facility by such other party.
- 19.** This Agreement shall become effective upon the execution by all the agencies hereto and shall continue until terminated by mutual agreement of each of the individual agencies or until any party gives sixty (60) days written notice of intention to terminate to each of the other agencies. No cause shall be required for any termination. Termination of this Agreement by any party shall not terminate the Agreement with respect to the remaining agencies to the Agreement, each of which may determine their continued participation independently.

EXHIBIT A

<u>PARTIES TO THE AGREEMENT</u>	<u>RATIFICATION DATE</u>
<u>CAL FIRE SAN DIEGO</u>	
<u>CAMP PENDLETON FIRE AND EMERGENCY SERVICES</u>	
<u>CITY OF CARLSBAD</u>	
<u>DEER SPRINGS FIRE PROTECTION DISTRICT</u>	
<u>CITY OF DEL MAR</u>	
<u>CITY OF ENCINITAS</u>	
<u>CITY OF ESCONDIDO</u>	
<u>NORTH COUNTY FIRE PROTECTION DISTRICT</u>	
<u>CITY OF OCEANSIDE</u>	
<u>PALA RESERVATION FIRE DEPARTMENT</u>	
<u>PAUMA RESERVATION FIRE DEPARTMENT</u>	
<u>RANCHO SANTA FE FIRE PROTECTION DISTRICT</u>	
<u>RINCON RESERVATION FIRE DEPARTMENT</u>	
<u>SAN DIEGO COUNTY FIRE PROTECTION DISTRICT</u>	
<u>CITY OF SAN MARCOS</u>	
<u>SAN MARCOS FIRE PROTECTION DISTRICT</u>	
<u>SAN PASQUAL RESERVATION FIRE DEPARTMENT</u>	
<u>CITY OF SOLANA BEACH</u>	
<u>VALLEY CENTER FIRE PROTECTION DISTRICT</u>	
<u>CITY OF VISTA</u>	
<u>VISTA FIRE PROTECTION DISTRICT</u>	

IN WITNESS WHEREOF, this Agreement has been executed by the Parties by their duly authorized officers.

JURISDICTION: Rancho Santa Fe Fire Protection District

By: _____

Name: Dave McQuead

Title: Fire Chief

By: _____

Name: James Ashcraft

Title: President

Approved: August 21, 2024

Date