



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

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

July 20, 2022
1:00 pm PT
Regular Meeting

THIS BOARD OF DIRECTORS MEETING WILL BE CONDUCTED VIA TELECONFERENCE

Pursuant to Governor Newsom’s [Executive Orders N-25-30](#), issued on March 12, 2020 and [N-33-20](#) issued on March 19, 2020: members of the Rancho Santa Fe Fire Protection District Board of Directors and staff may participate in this meeting via teleconference. In the interest of reducing the spread of COVID 19, members of the public are encouraged, but not required, to submit comments via email. Those attending the meeting in person will be required to maintain appropriate social distancing.

Public Comment: to submit a comment in writing, please email caccavo@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 out loud 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.

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

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

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



Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting

July 20, 2022

Call to Order

Pledge of Allegiance

Roll Call

1. 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.

2. Consent Calendar

a) Board of Directors Minutes

i) Board of Directors minutes of June 8, 2022

ACTION REQUESTED: **Approve**

b) Receive and File

i) Monthly/Quarterly Reports

(1) List of Demands Check 35132 thru 35240, Electronic File Transfers (EFT), and Wire Transfer(s) for the period June 1 – 30 totaling:	\$ 312,836.53
Wire Transfer(s) period June 1 – 30	\$ 330,687.22
Payroll for the period June 1 – 30	\$ <u>685,256.51</u>
TOTAL DISTRIBUTION	\$1,328,780.26

(2) Activity Reports – June 2021

(a) Operations

(b) Training

(c) Fire Prevention

(d) Correspondence - letters/cards were received from the following members of the public:

(i) None

ACTION REQUESTED: **Informational Only**

3. Public Comment

4. Resolutions

a. Resolution No. 2022-19

To discuss and/or adopt a resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Proclaiming A Local Emergency, Ratifying The Proclamation Of A State Of Emergency By Governor Newsom's Order Dated March 4, 2020 And Authorizing Remote Teleconference Meetings Of The Legislative Bodies Of The Rancho Santa Fe Fire Protection District For The Period Of July 20, 2022 To August 19, 2022 Pursuant To Brown Act Provisions

ACTION REQUESTED: **Adopt**



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

July 20, 2022

5. Old Business
 - a. Preliminary Budget for FY 22/23 - Update
To discuss the updates to the preliminary budget. [Handout](#)
ACTION REQUESTED: **Discuss updates and set public hearing for the regularly scheduled Board of Directors meeting on August 17, 2022**

6. New Business
 - a. CalPERS Funding Status Target
To discuss and/or authorize a percentage target for CalPERS Safety and Miscellaneous Plans. [Staff Report 22-06](#)
ACTION REQUESTED: **Approve funding status percentage**
 - b. Sale of Assets
To discuss and/or authorize the sale of vehicle ID #1282 deemed as surplus. [Staff Report 22-07](#)
ACTION REQUESTED: **Authorize sale and disposal of surplus engine**

7. Oral Report
 - a. Fire Chief
 - b. Operations
 - c. Training
 - d. Fire Prevention
 - e. Administration/Clerk of the Board
 - c) Board of Directors
 - i) North County Dispatch JPA – Update
 - ii) County Service Area – 17 – Update
 - iii) Director Comments

8. Adjournment
The next regular meeting Board of Directors meeting to be August 17, 2022 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 July 15, 2022 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 July 15, 2022

Alicea Caccavo
Clerk of the Board

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes June 8, 2022



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.

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

Pledge of Allegiance

Fire Marshal Donner led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Malin, Stine (arrived 1:33), Tanner, Hillgren

Staff Present: Fire Chief Dave McQuead; Deputy Chief Brian Slattery; Fire Marshal Marlene Donner; Manager, Finance & Administration/Board Clerk Alicea Caccavo; and Battalion Chief Cole Thompson

1. Consent Calendar

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept the consent calendar as presented and adopt Resolution 2022-17 re-authorizing remote teleconferencing.

a. Board of Directors Minutes

- Board of Directors minutes of May 11, 2022

b. Receive and File

- Monthly/Quarterly Reports for the period May 2022

(1) List of Demands Check 35053 thru 35131, Electronic File Transfers (EFT), and Wire Transfer(s) totaling:	\$ 164,993.62
Wire Transfer(s) totaling:	\$ 165,171.77
Payroll totaling:	\$ <u>652,545.93</u>
TOTAL DISTRIBUTION	\$ 982,711.32

(2) **Activity Reports for the period May 2022**

- (a) Operations
- (b) Training
- (c) Fire Prevention
- (d) Correspondence – letters/cards were received from the following members of the public:
 - (i) None

c. Resolution No. 2022-17

To adopt by consent the Resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Proclaiming A Local Emergency Persists, Re-Ratifying The Proclamation of a State Of Emergency by Governor Newsom’s Executive Orders N-25-30, Issued March 12, 2020; N-33-20 Issued March 19, 2020, and Re-Authorizing Remote Teleconference Meetings Of The Legislative Bodies of Rancho Santa Fe Fire Protection District for the Period June 8, 2022 through July 8, 2022 Pursuant to Brown Act Provisions

3. Public Comment

None

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes June 8, 2022



4. **Old Business**

None

5. **New Business**

a. **Finance Committee**

To discuss and/or schedule a Finance Committee meeting to review the continued progress of financial modifications.

Manager Caccavo requested an ad-hoc meeting with Finance Committee to discuss the next steps in the process. Director Malin stated meeting intent is to confirm how much cash we have on hand and how much is needed to be put aside for several project and determine a funding status target for CalPERS. Intent is to create financial strategy for upcoming fiscal years that is understandable for all and board approved.

b. **Fixed Charge Special Assessment for Weed Abatement**

To discuss and/or approve a special assessment on Parcel Nos. 264-384-02-00, 264-672-02-00, 264-671-51-00, 264-672-01-00 for nonpayment of forced abatement fees.

Fire Chief McQuead reported that process remains the same this year for the four (4) Rancho Cielo parcels that were force abated.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve and deliver a special assessment on Parcel Nos. 264-384-02-00, 264-672-02-00, 264-671-51-00, 264-672-01-00 for nonpayment of forced abatement fees to the County of San Diego on a roll call vote:

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

Director Stine arrives 1:33pm

c. **Preliminary Budget FY22/23**

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

Manager Caccavo reviewed the new budget format. Budget is now cash-in, cash-out and priority based. Main revenue difference is that we will no longer budget for revenue streams that are not guaranteed. Next meeting will have updated budget comparison.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Preliminary Budget for FY22/23 and set up the public hearing for the regularly scheduled meeting for the final budget.

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

Adjourned to Closed Session 2:00pm

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes June 8, 2022



6. **Closed Session**

Pursuant to the following section, the board met in closed session, and discussed the following:

- a. Potential Litigation (1) Case – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one potential (1) case*
All board members listed, Fire Chief McQuead and Manager Caccavo attended and participated in this discussion.

Reconvened to Open Session at 2:48pm

Upon reconvening to open session, President Ashcraft announced that the Board had given direction; no action taken.

6. Resolution/Ordinance

a. Resolution No. 2022-13

To discuss and/or adopt the Resolution *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District to Adopt a Capital Improvement Plan for the Use of Fire Mitigation Fee Revenue
Fire Chief McQuead reported on the fire mitigation fee process and the projects that we intend to use funds from the mitigation fund. Discussed fire prevention technology expansion and Station 6 Chief McQuead fielded questions from the directors.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and ADOPTED the Resolution *entitled* “Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District to Adopt a Capital Improvement Plan for the Use of Fire Mitigation Fee Revenue” on the following roll call vote:

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

7. **Oral Report**

a. Fire Chief

- ***Fire Chief McQuead reported that on May 19, he and Chief Slattery attended the SD County Operational Area to participate in Wildland Forum to discuss the look of upcoming fire season***
- ***On June 2, staff attended San Diego County Fire Chiefs Association (SDCFCA) Installation Luncheon; Brandon Closs was inducted as Treasurer for Fire Prevention section and Chief McQuead elected as Vice President for SDCFCA.***
- ***On June 12 there will be a Demolition Derby at Del Mar Fairgrounds sponsored by the Burn Institute. There will be approximately 20 cars, including an RSFFPD entry driven by Engineer Jake Elkins. RSFFPD will also provide safety crew for any emergencies and will be executing a live fire car show.***
- ***On June 26, Elfin Forest Harmony Grove will hold their early 4th of July parade starting at Station 6. Prevention, Suppression, and the antique engine will be there.***
- ***RSFFPD will be in attendance for the 4th of July parade in the covenant.***
- ***October 6-9 is Rancho Days. Pancake Breakfast and Open House to be held at Station 1 on October 9.***
- ***Potential Open House at Station 2 in October with food trucks – date to be determined.***

b. Operations

- ***Chief Slattery reported 374 total calls: 61% were medical, 17% were fire, alarms 14%, and rescue & others were 3%.***
- ***Personnel: 4 openings; 2 Engineers and 2 Firefighter/Paramedics (FF/PM).***

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes June 8, 2022



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- **August 1st is anticipated start for 3-week academy with start on the floor on August 22.**
 - **New Battalion Chief, Jim Mickelson, started June 1.**
 - **2 positive Covid employees in May; both have returned to work.**
 - **Fuel Moisture at 40% again this month.**
- c. Training
- **Chief Slattery reporting for Chief Thompson.**
 - **Incidents – 1 auto extrication off Paseo Delicios and rescue off Del Dios Highway of 10-year-old boy with femur fracture.**
 - **Attended Firing Operations drill in Oceanside; Zone drills on VHF backup; and MCI (Mass Casualty Incident) drill in San Diego.**
- d. Fire Prevention
- **Fire Marshal Donner reported code adoption is in progress.**
 - **Extremely busy in plan check – 177 plans due. Last month completed 118 plan reviews last month, 80 construction inspections and 676 weed abatement inspections.**
 - **East side of District receiving weed abatement notices already. Filtering out 4S and sending notices this week.**
 - **Chief McQuead explained possible Del Dios Ranch solutions for secondary access discussed.**
 - **Special Events (weddings, parties, etc.) every weekend staff has been working.**
- e. Finance/ Human Resources/ Board Clerk
- **Manager Caccavo reported staff is working on the preliminary audit is next week.**
 - **Will be finalizing the budget.**
 - **Continue to work on the new website.**
 - **CalPERS Educational Forum is November 1-3 in Anaheim and Director Ashcraft to attend.**
- f. Board of Directors
- North County Dispatch JPA: Director Tanner attended and reported there was: CPR update and recorded calls played; turnover there is better now than in the past; remote work challenges; discussed salary ranges, depreciation, gratuities, personnel changes and their budget. First meeting Director Ashcraft has missed.
 - County Service Area – 17: August 2 is next meeting. Chief McQuead reported that the request for proposal was posted and due back June 22. Potentially 3 agencies ready to bid – AMR, Mercy, and Faulk. Contract baseline is 1 year, 9-month with 6, 1-year extensions available.
 - Comments
 - Hillgren: Stated Rancho Santa Fe has significantly reduced vegetation load over the last 10 years, and it is very noticeable. Commended Fire District personnel.
 - Malin: *None*
 - Tanner: *None*
 - Stine: Tanner and Stine up for reelection, anticipate packets going out July 1. Since Director Stine to be gone month of July and will need a proxy. Thanked Chiefs McQuead and Slattery for allowing his 17-year-old son to volunteer/intern over the last several weeks.

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes June 8, 2022



7. **Adjournment**

Meeting adjourned at 3:47pm

Alicea Caccavo
Board Clerk

James H. Ashcraft
Board President

Check No.	Amount	Vendor	Purpose
35132	\$640.00	Accme Janitorial Service Inc	Building: Admin
35133	\$60.00	AFSS -Southern Division	Admin - Local Conf/Seminars
35134	\$695.57	American Medical Response Inc	CSA-17 Contract
35135	\$2,069.00	Attention To Detail Garage Door Inc.	Building RSF6 - Upgrades
35136	\$1,534.00	C.A.P.F.	Disability Ins Short & Long
35137	\$2,370.00	Cielo Village Partners LP	Cielo HOA Fees
35138	\$1,781.00	County of San Diego, DEH	Permit: County/City
35139	\$3,321.50	County of SD/RCS	CAP Code Paging Service-Monthly Service; 800 MHz Network Admin Fees
35140	\$552.23	Cox Communications	Telephone/Cable: RSF5
35141	\$99.99	CrewSense, LLC	Scheduling (Crewsense) Maintenance
35142	\$2,007.73	Direct Energy Business-Dallas	Elec/Gas/Propane: RSF1
35143	\$125.86	Dish	Cable: RSF6
35144	\$406.71	EDCO Waste & Recycling Inc	Trash: RSF5, RSF6
35145	\$5,665.96	Fire ETC Inc	Safety Clothing (Protective)
35146	\$4,694.31	Guardian Life Insurance Co	Medical Insurance; Med/Dental - Retiree-Former Employees
35147	\$5,080.35	LZB Retail, Inc.	Furnishings - General
35148	\$1,621.55	Olivenhain Municipal Water District	Water: RSF2, RSF4
35149	\$179.50	Race Telecommunications, Inc	Telephone: RSF1
35150	\$314.78	Rincon Del Diablo Municipal Water Di	Water: RSF5
35151	\$1,342.00	Robert Half International	Temporary Labor
35152	\$1,342.00	Robert Half International	Temporary Labor
35153	\$2,375.00	RSF Community Services District	Sewer: RSF1, RSF2, RSF Assn - Patrol, NCDJPA Rebill
35154	\$130.00	RSF Security Inc	Alarm System Monitoring RSF6
35155	\$12,012.12	SC Commercial LLC	Fuel: Gasoline & Diesel
35156	\$15,296.87	U S Bank Corporate Payment System	Cal-Card/IMPAC program
35157	\$2,333.41	Waste Management Inc	Trash: RSF1, RSF2, RSF3, RSF4, RSF Assn - Patrol, NCDJPA Rebill
35158	\$61.31	American Medical Response Inc	CSA-17 Contract
35159	\$500.00	Ashley Michelle Designs	Building RSF6 - Upgrades
35160	\$1,623.90	AT&T Calnet 2/3	Telephone: Admin, RSF1, RSF2, RSF3, RSF4, RSF6
35161	\$22,235.98	Build Masters Construction	Building RSF6 - Upgrades
35162	\$41.37	Charter Communications Holdings, LLC	Cable: RSF4
35163	\$39.47	EDCO Waste & Recycling Inc	Trash: RSF6
35164	\$9,499.13	Eide Bailly LLP	Consulting Services- Financial
35165	\$870.00	Fitch Law Firm Inc	Legal Services
35166	\$250.00	Fritchle, Nathan	CSA-17 Contract
35167	\$227.33	Golden Telecom Inc	Telephone Repair

Check No.	Amount	Vendor	Purpose
35168	\$525.00	K & M Pest Solutions	Building: Admin, RSF1, RSF2, RSF3, RSF4, RSF5, RSF6
35169	\$143.41	Konica Minolta Business Inc	Copier Maintenance Contract
35170	\$3,550.00	Liebert Cassidy Whitmore	Legal Services
35171	\$1,416.91	Life-Assist Inc	CSA-17 Contract
35172	\$30,847.84	NCDJPA	Dispatching
35173	\$7,641.56	North County EVS Inc	Repair: ID 0811, ID 1411, ID 1811; Scheduled: ID 0312
35174	\$184.52	Olivenhain Municipal Water District	Water: RSF3
35175	\$2,750.00	R.E. Badger & Son, Inc.	Landscaping: RSF6
35176	\$805.20	Robert Half International	Temporary Labor
35177	\$120.00	RSF Mail Delivery Solutions	Mail Delivery Service
35178	\$65.00	S2Technology, Inc.	Consulting Services
35179	\$631.21	Santa Fe Irrigation District	Water: RSF1, NCDJPA Rebill
35180	\$9,079.32	SC Commercial LLC	Fuel: Gasoline & Diesel
35182	\$3,336.25	Scott Davis	Programming: Computer & Software PR
35183	\$789.07	SDG&E	Elec/Gas/Propane: RSF6
35184	\$86.62	Terminix International	Building: RSF6
35185	\$683.53	ThyssenKrupp Elevator Inc	Elevator Service
35186	\$695.18	TPX	Telephone: Admin
35187	\$336.31	Workplace Services Inc	Building RSF1 Upgrades
35188	\$21.99	4S Ranch Gasoline & Carwash LP	Apparatus: Car Wash
35189	\$950.00	Affordable Mirrors	Building RSF1 Upgrades
35190	\$134.42	Airgas Inc	Safety: Breathing Air
35191	\$30.44	American Medical Response Inc	CSA-17 Contract
35192	\$74.19	AT&T	Telephone: RSF6
35193	\$391.89	AT&T Calnet 2/3	Telephone: Admin, RSF2, RSF4
35194	\$329.98	Charter Communications Holdings, LLC	Telephone: Admin
35195	\$1,146.14	Cintas Corporation No 2	Safety: Extinguishers (Service & Purchas
35196	\$3,390.00	Fader Electric	Building: RSF2 Radio Equipment Minor; Training Equipment/Supplies; Fuel: Gasoline & Diesel; Station Maintenance: RSF5; Janitorial Supplies; Landscape
35197	\$956.01	Home Depot, Inc	Maintenance Supply; Fire Prevention Dept - Material/Supplies
35198	\$183.15	Pitney Bowes Inc	Office Supplies
35199	\$956.18	Robert Half International	Temporary Labor
35200	\$154.08	Schaffer, Dan	Prevention - Meal/Lodging/Travel Exp
35201	\$8,932.33	SDG&E	Elec/Gas/Propane: Admin, RSF1, RSF3, RSF4
35202	\$1,590.29	Uniforms Plus	Uniforms: Safety Personnel

Check No.	Amount	Vendor	Purpose
35203	\$7,500.00	WinTech Computer Services	Consulting Services
35204	\$357.50	Advanced Communication Systems Inc	Radio (Mobile Repair)
35205	\$250.00	Attention To Detail Garage Door Inc.	Building: RSF3
35206	\$4,083.34	California Home Fitness	Building RSF6 - Upgrades
35207	\$112.24	Charter Communications Holdings, LLC	Cable: Admin
35208	\$3,822.11	COR Security Inc	Building: RSF1
35209	\$3,604.00	D&W Consulting, Inc.	Weed Abatement Software Maint/Storage
35210	\$637.54	EDCO Waste & Recycling Inc	Trash: RSF6
35211	\$8,031.23	Eide Bailly LLP	Consulting Services: Financial
35212	\$325.00	Engineered Mechanical Services Inc	Building: RSF1
35213	\$563.53	Fire ETC Inc	Uniforms: Safety Personnel
35214	\$540.00	Global Door & Gate Inc.	Building: RSF2
35215	\$23.23	Griffin Hardware Co.	Station Maintenance: RSF2
35216	\$267.96	Lincoln National Life Ins Co	Life Insurance/EAP
35217	\$8.60	Napa Auto Parts Inc	Apparatus: Parts & Supplies
35218	\$357.81	Olivenhain Municipal Water District	Water RSF6
35219	\$211.01	Parkhouse Tire, Inc.	Apparatus: Tires & Tubes
35220	\$9,569.77	SC Commercial LLC	Fuel: Gasoline & Diesel
35221	\$2,289.90	SDG&E	Elec/Gas/Propane: RSF2
35222	\$12,751.82	Transamerican Mailing & Fulfillment	Postage - Prevention Annual Mailer
35223	\$223.05	Allstar Water Systems Inc	Building: RSF6
35223	\$223.05	Allstar Water Systems Inc	Building: Admin
35224	\$1,663.50	Cintas Corporation No 2	Safety: Extinguishers (Service & Purchase)
35225	\$195.00	Golden Telecom Inc	Telephone Repair
35226	\$4,688.70	Liebert Cassidy Whitmore	Legal Services
35227	\$1,078.21	AT&T Calnet 2/3	Telephone: RSF2, RSF3, RSF4
35228	\$596.91	Blend	Outside Printing & Binding
35229	\$3,321.50	County of SD/RCS	CAP Code Paging Service-Monthly Service; 800 MHz Network Admin Fees
35230	\$2,067.39	Direct Energy Business-Dallas	Elec/Gas/Propane: RSF1
35231	\$58.44	Henley Pacific LA LLC (Valvoline)	Scheduled - ID 1581
35232	\$36,643.44	North County EVS Inc	Repair: ID 1411, ID 1611; Scheduled: ID1611
35233	\$1,251.73	Olivenhain Municipal Water District	Water: RSF2, RSF4
35234	\$142.14	Parkhouse Tire, Inc.	Apparatus: Tires & Tubes
35235	\$150.00	PharmaLink	CSA-17 Contract
35236	\$315.38	Precision Temperature Inc	Station Maintenance: RSF2
35237	\$1,342.00	Robert Half International	Temporary Labor

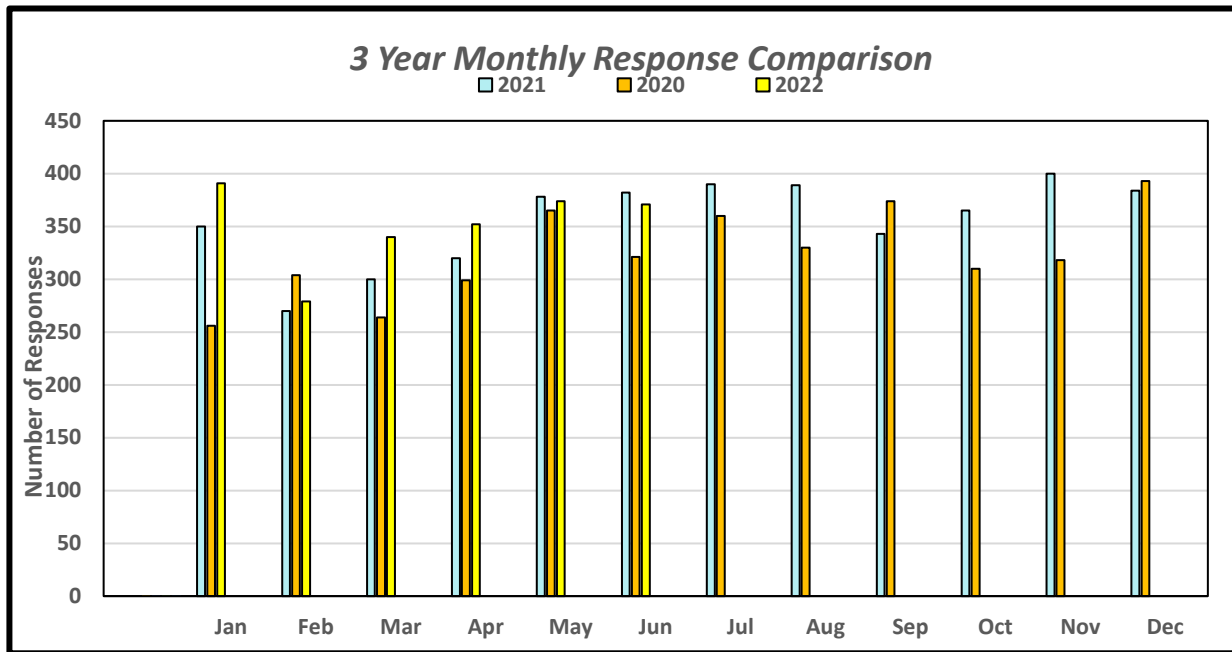
Rancho Santa Fe Fire Protection District

List of Demands - June 2022

Check No.	Amount	Vendor	Purpose
35238	\$3,010.69	SC Commercial LLC	Fuel: Gasoline & Diesel
35239	\$650.00	Vanguard Fire Protection Inc	Station Maintenance - RSF4
35240	\$3,312.76	Verizon Wireless	Cellular - Telephone; CSA-17 Contract
EFT000000000777	\$800.00	RSFPFA	Training Equipment/Supplies Volunteer
EFT000000000780	\$29.90	Donner, Marlene	Prevention - Meal/Lodging/Travel Exp
EFT000000000781	\$546.00	Sanford, Nathan	Education/Training Reimbursement
EFT000000000782	\$634.50	Reyes, Sandra N.	Education/Training Reimbursement
	\$8,257.70	Various	Medical Reimbursements
	\$312,836.53		
ACH Transfer	\$163,248.07	CalPERS	CalPERS - May 2022 Retirement
	\$167,439.15	CalPERS	CalPERS - June 2022 Retirement
Subtotal	\$330,687.22		
6/15/2022	\$289,627.39	Payroll	RSFFPD
6/30/2022	\$395,629.12	Payroll	RSFFPD
Subtotal	\$685,256.51		
Total	\$1,328,780.26		

Rancho Santa Fe Fire Protection District Operations Report

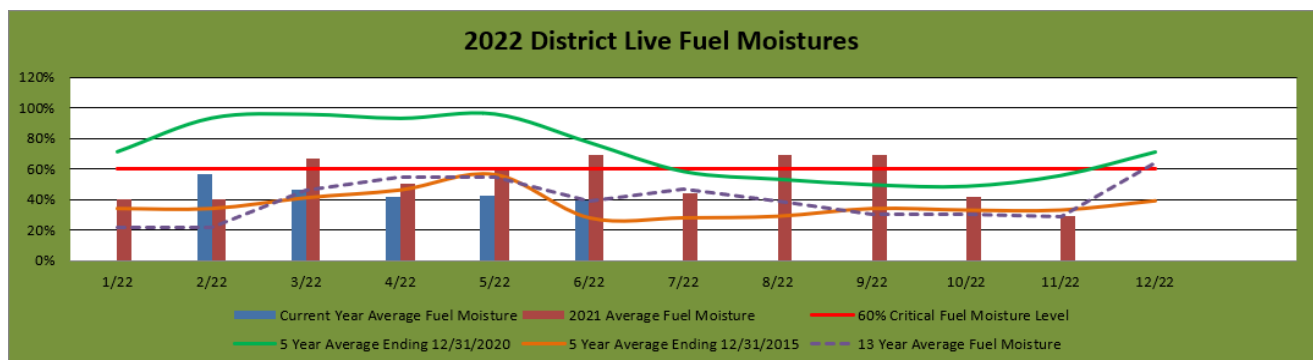
July 2022



3 Year Call Volume Tracker:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
2022	391	279	340	352	374	371							2,107
YTD	391	670	1010	1362	1736								
2021	350	270	300	320	378	382	390	389	343	365	400	384	4,271
YTD	350	620	920	1240	1618	2000	2390	2779	3122	3487	3887	4271	
2020	256	304	264	299	365	321	360	330	374	310	318	393	3,894
YTD	256	560	824	1123	1488	1809	2169	2499	2873	3183	3501	3894	

Monthly Fuel Moisture:



Rancho Santa Fe Fire Protection District Operations Report

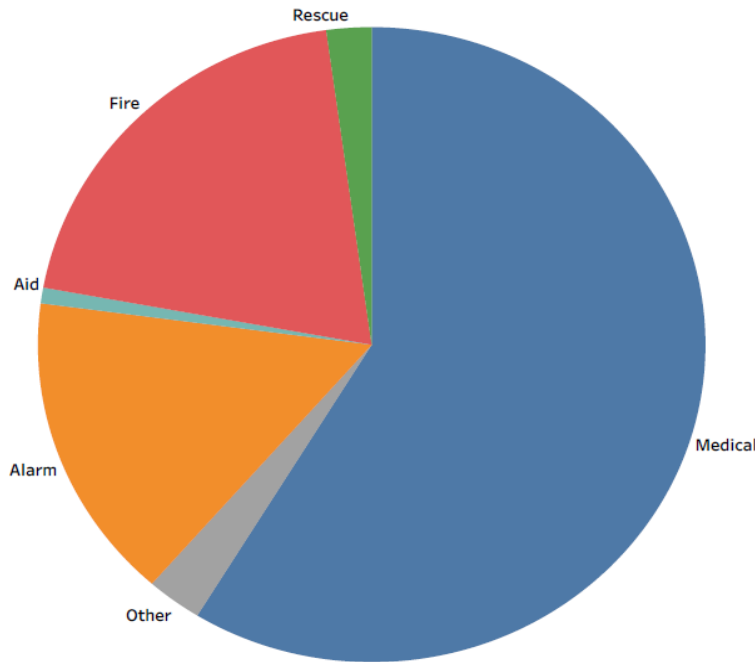
July 2022

Monthly Incidents

Assigned Incidents for RANCHO SANTA FE FPD
June 2022

Agency
RANCHO SANTA FE FPD

Month and Year
June 2022



Medical	218 incidents / 58.76%
Fire	74 incidents / 19.95%
Alarm	58 incidents / 15.63%
Aid	3 incidents / 0.81%
Rescue	8 incidents / 2.16%
Other	10 incidents / 2.70%
Grand Total	371 incidents / 100.00%

Problem Category

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

Assigned incidents for all RANCHO SANTA FE FPD units.

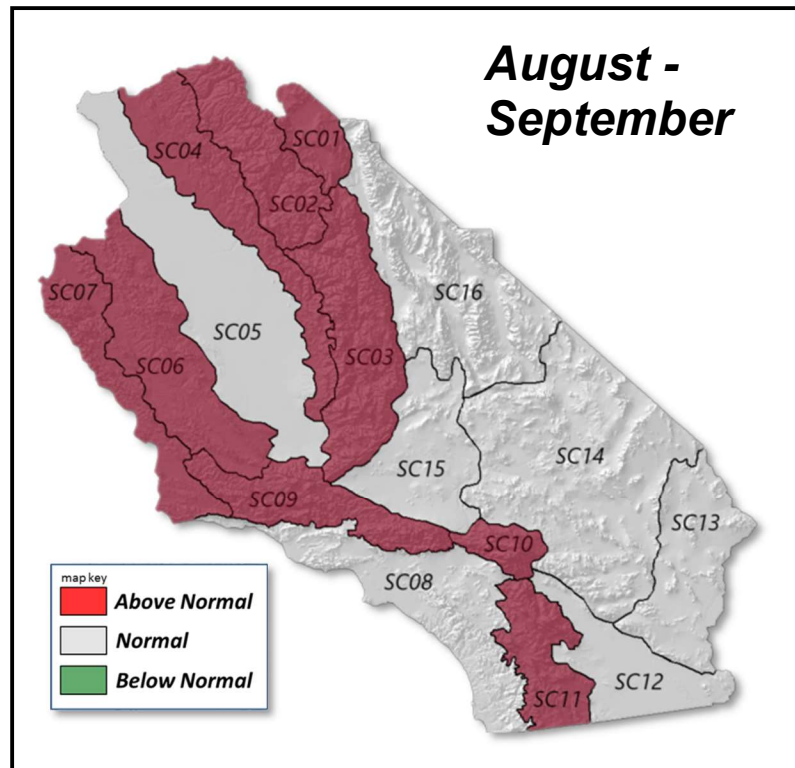
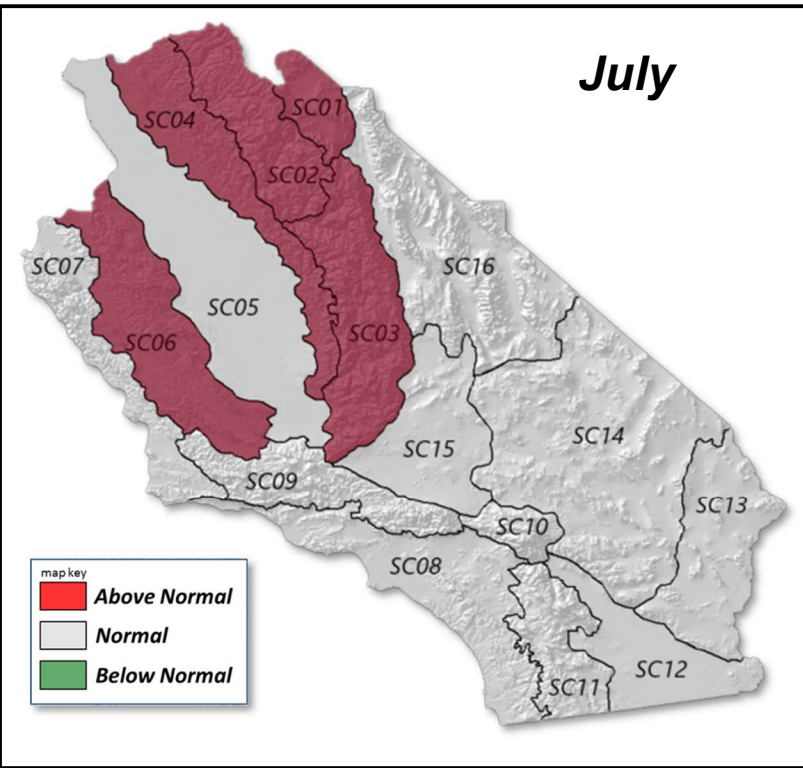
Significant Incidents:

Date:	Incident:	Units Assigned:
5/27/2022	Auto Extrication - Paseo Delicias	E261, E263, B261, M261
5/11/2022	Firing Operations Drill	BR261
5/28/2022	Trail Rescue - Pediatric	E264, E265, B261, COPT10, M264
6/10/2022	Vegetation Fire	B261, BR265, WT266, E264, SMC, CalFire
6/11/2022	2 Alarm Structure Fire	E261, E263, B261, ENC, CBD

Covid-19 Agency Status: As of July 12th, 2022

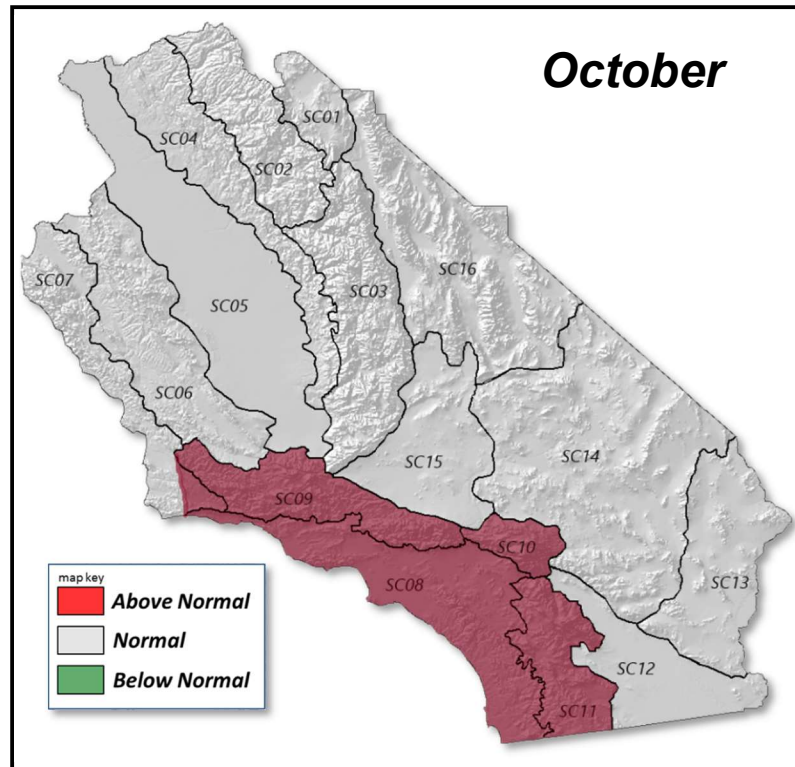
** We have had 5 new positive cases of Covid all within a 2 day timeframe in the second week of July
Current infection rate in the county is increasing.

	<u>Positive</u>
Fire Suppression Personnel	5
Administration and Prevention	0



July – Oct. 2022 Key Points:

- Temperatures will likely average above normal through Sept. or Oct.
- Near to slightly above normal Monsoonal thunderstorms activity possible in July (mostly deserts) which may quickly drop off in August.
- No significant wetting rains expected outside the deserts.
- Above normal fire potential spreading southward in August/Sept.
- No clear indication as to the extent, onset, or severity of offshore events this fall. But offshore winds will likely occur prior to the start of the winter “rainy season.”





Weather Discussion

A changeable weather pattern remained in place during the past few weeks. A series of troughs continued to move into the Pacific Northwest and northern Rockies through mid-June, resulting in sustained southwesterly flow aloft with onshore flow at the surface. As such, the month began on a cool note while the Southwest and Central Rockies dealt with multiple high risk/large fire potential days due to strong winds and drying conditions. One notable storm brought 1 inch (and locally higher) rainfall totals to North Ops and much of the Central Sierra as an out-of-season, wet trough moved through the state.

The pattern flipped, as was expected, when a ridge expanded over New Mexico and Texas, opening the door for an early monsoonal surge. Most of the moisture remained well to our east, but occasional surges brought thunderstorms to the Geographic Area, most notably on the 22nd.

June is typically the time when the weather transitions from a prevalent onshore flow to an increase in Monsoonal moisture over the Southwest toward the end of the month. The transition was more rapid this year as two weeks of onshore flow switched to a monsoonal flow a few weeks earlier than normal. It is unusual to experience one precipitation event in June, let alone two, and several areas across the state finished June with well above normal precipitation (Fig 2.)

Neither the wet storm of early this month nor the monsoonal surge lasted long as both rainier periods were quickly followed by typically dry June weather. Thus, fuel moisture was not impacted in any meaningful way in the long term.

Fig 1: May 26th – June 26th Temperature (Departure of Ave)

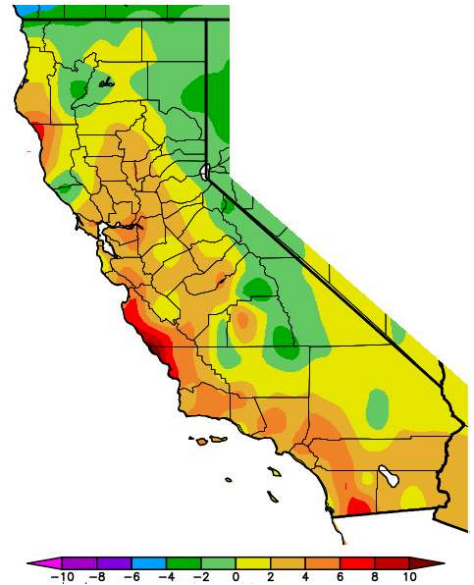
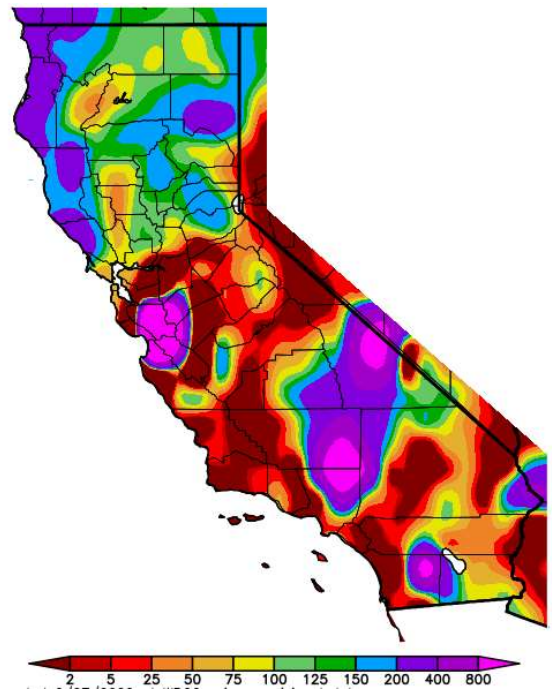


Fig 2: May 26th – June 26th Precipitation (% of Ave.)





Fuels Discussion

Despite the out of season rains and above normal precipitation experienced last month, extreme and exceptional drought continued, unabated (Fig 4). Dead fuel moisture did fluctuate with the ebbs and flows of rainfall, but overall, the trend line remains pointed downward (Fig 5). Live fuel moisture (which is less prone to rapid fluctuations) remains well below normal and close to readings seen last year (Fig 6).

Lower elevation vegetation will likely see live fuel moisture fall to near critically low values by mid to late July in open, exposed areas. Dead fuel moisture will continue to hover between the 10-percentile and near record low values. The only exception may be over the far eastern desert in areas with sparse, non-continuous fuels at higher elevations.

Fig 4: Drought Monitor June 23rd, 2022

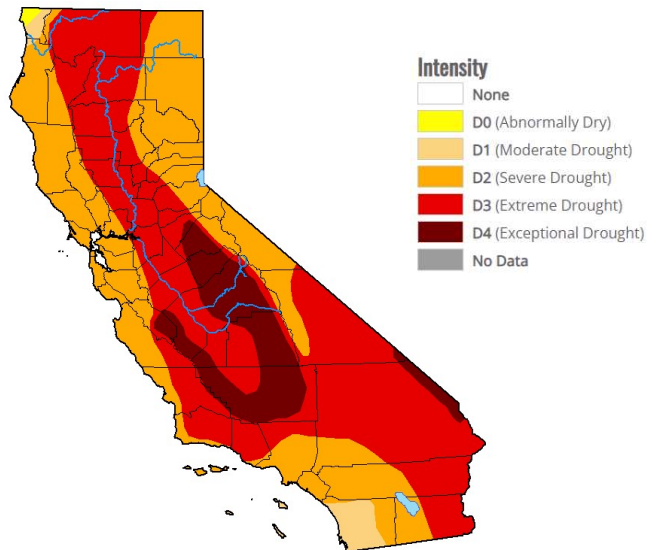


Fig 5: Central Sierra 1,000 hour Dead fuel moisture June 26th

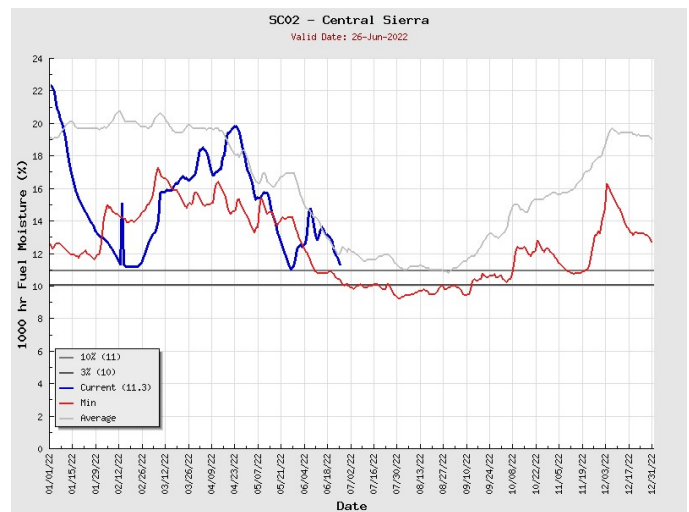


Fig 6: Modeled Fuel Loading (Reds, less fuel density... Greens, higher fuel density)

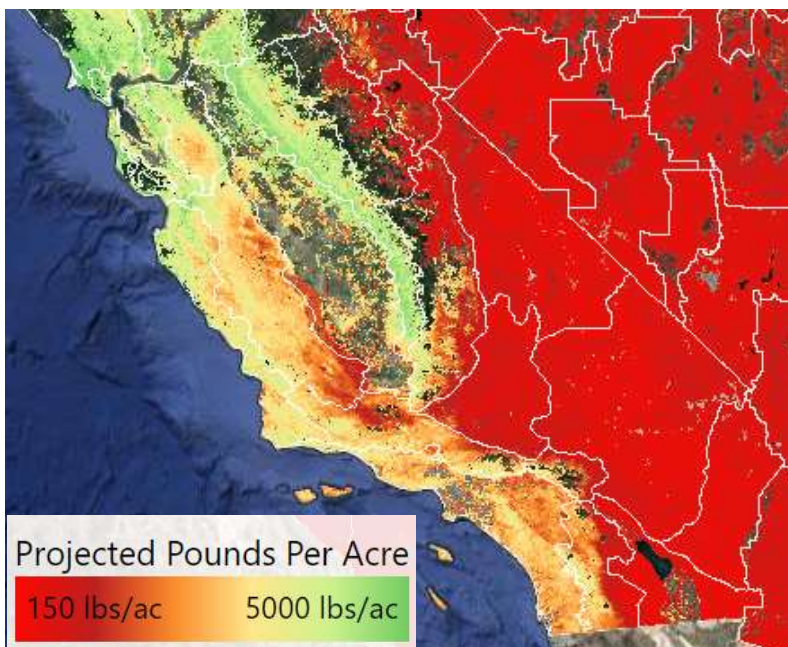
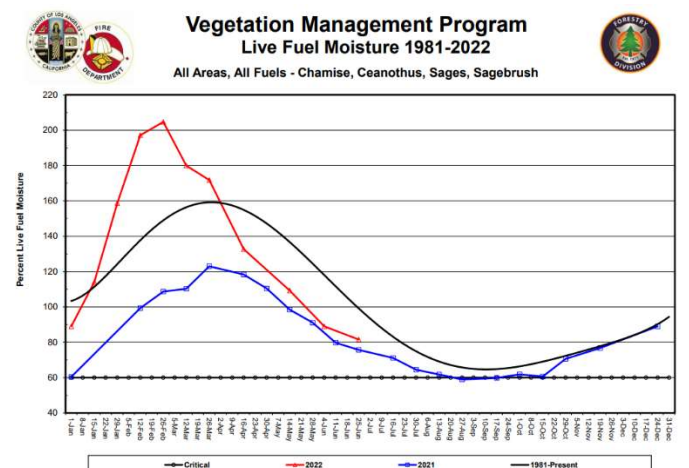


Fig 7: LA County Live Fuel Moisture June 25th





SOUTH OPS OUTLOOK

Sea surface temperatures across the eastern Pacific are still showing a mature-phase La Nina along the equator. There have been a few pockets of warming over Nino Region 3.4 which may continue briefly over the next few weeks. But longer range models indicate the ENSO pattern will remain in a La Nina phase through the fall before possibly dissipating this winter.

Therefore, it is likely that strong ridging will continue over the West which will cycle around the intermountain region the next several months. The resultant warmer and drier than normal weather coupled with very low fuel moisture will likely keep much of the non-desert and non-irrigated regions of the District in above normal large fire potential much of the summer and early fall. Large fire potential may begin to decline in Central CA in October due to shorter daylight hours and a lower sun angle. However, large fire potential may remain above normal over Southern CA a few weeks longer as offshore winds develop. There is currently no indication whether there will be an above or below normal "offshore wind season." ENSO conditions will largely determine the amounts of offshore flow this fall and until a better consensus arrives, the robustness of the offshore season remains an open question. But it is likely significant wetting rains will not precede the onset of significant offshore wind events.

Fig 8: Sea Surface Temperature Anomaly, June 26th, 2022

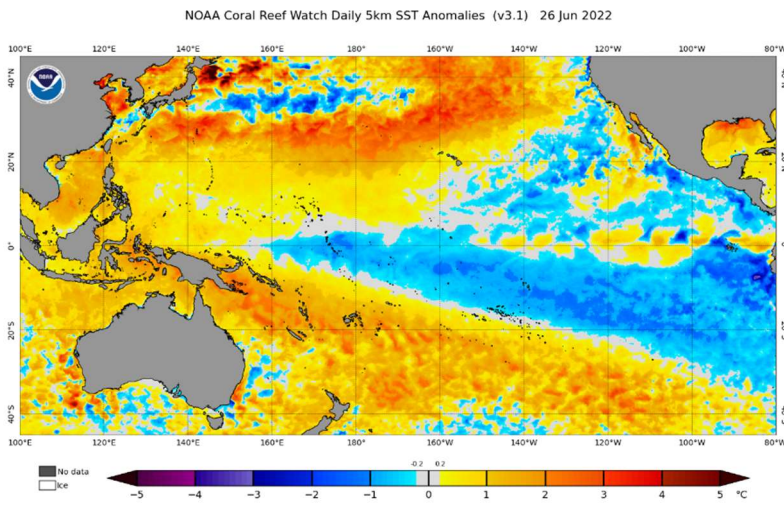
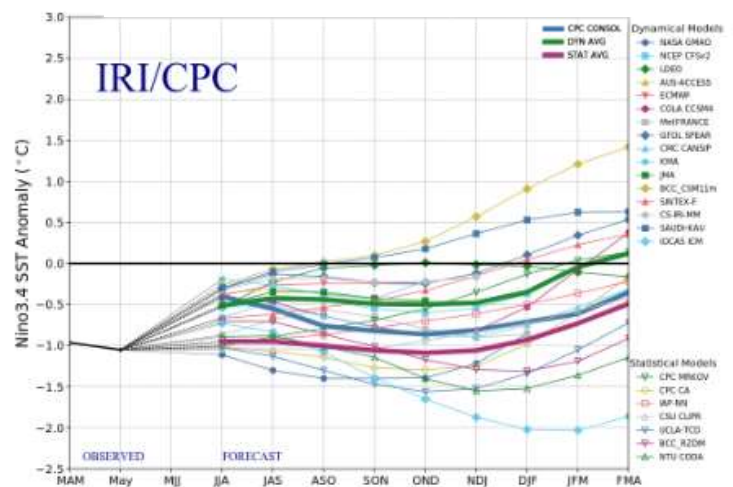


Fig 9: Early June CPC/IRI ENSO Probably forecasts



REFERENCES:

Climate/ENSO/Drought

- <https://calclim.dri.edu/pages/anommaps.html>
- https://iri.columbia.edu/our-expertise/climate/forecasts/enso/current/?enso_tab=enso-quicklook
- <https://droughtmonitor.unl.edu/CurrentMap/StateDroughtMonitor.aspx?CA>

Fuel moisture

- https://gacc.nifc.gov/oscc/fuelsFireDanger_Thousand.php
- <https://fire.lacounty.gov/fire-weather-danger/>

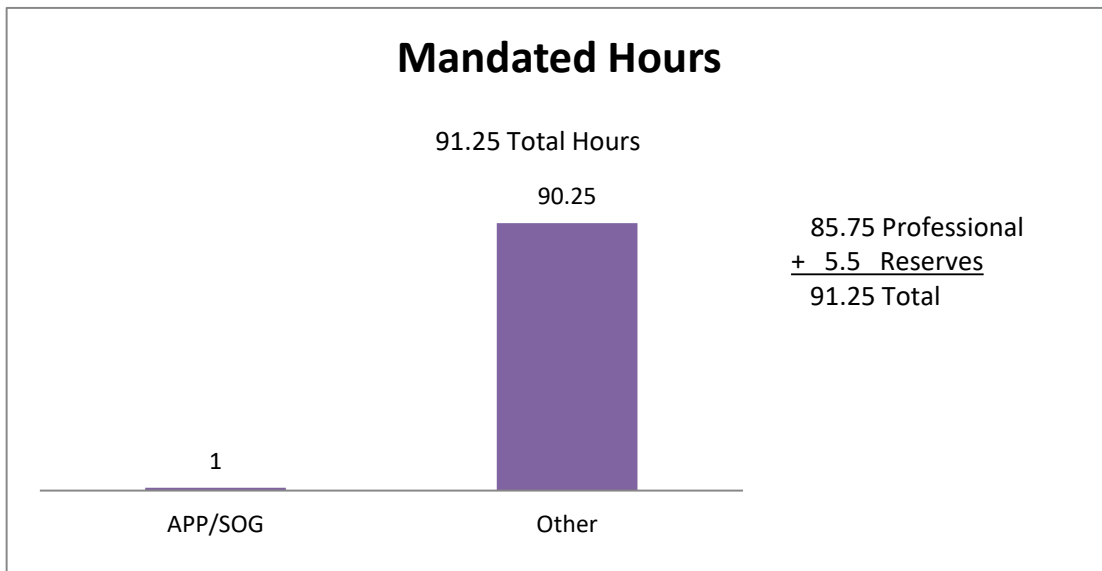
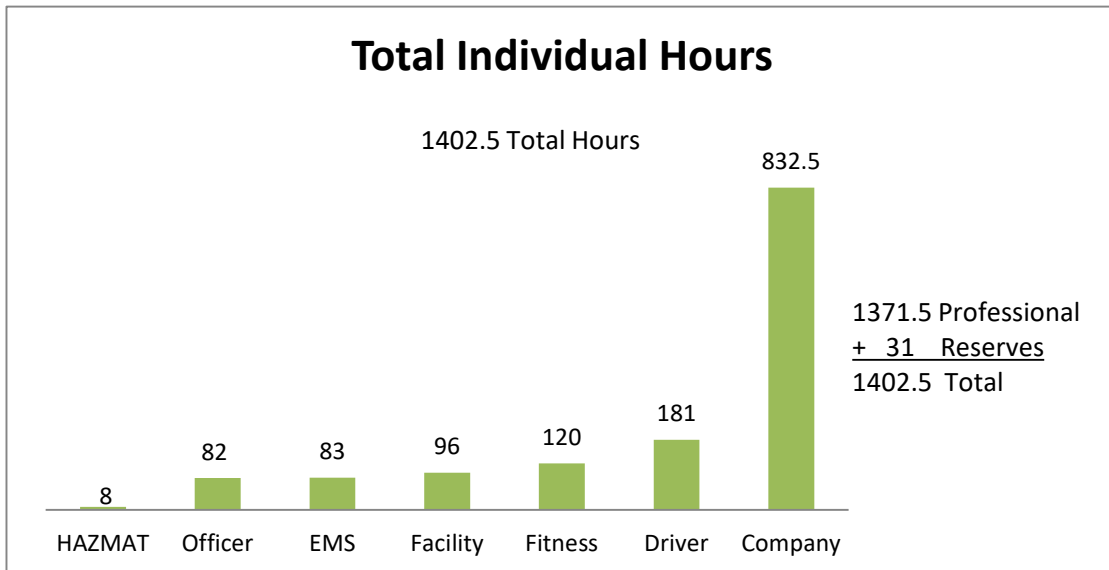
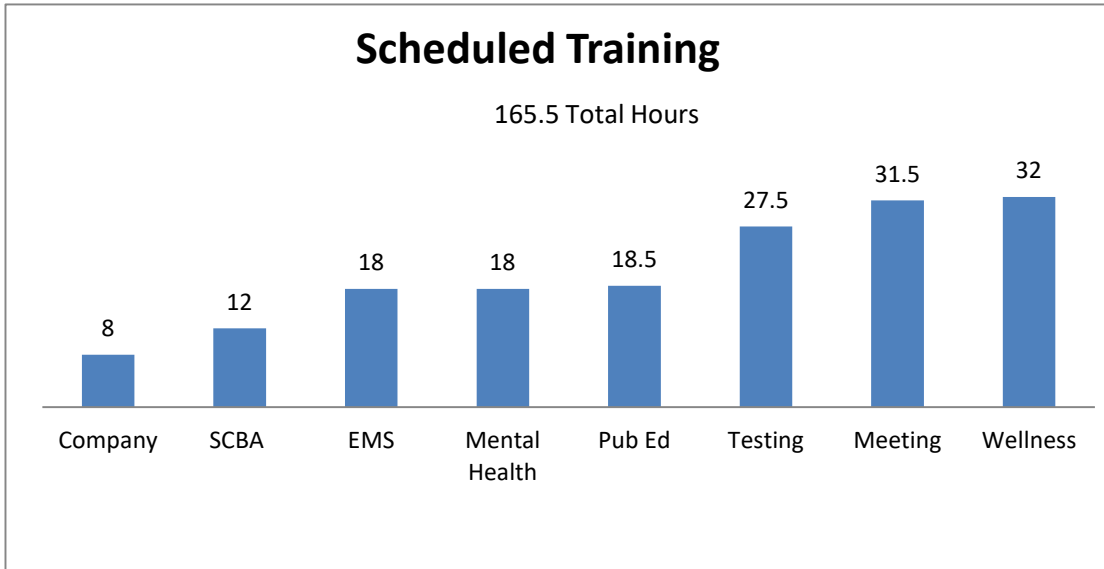
Modeled Fuel Loading

- <https://www.fuelcast.net/app?>

Current sea surface temperatures

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

**Training Division
June 2022**



See next page for descriptions.

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.		

PLAN REVIEWS					
Plan Type	# of New Reviews	# of Resubmittals	Approved New SQFT (Mit Fees)	SQFT Reviewed (No Mit Fees)	Total SQFT Reviewed
New Residential	22	3	35797	62661	98458
Residential Additions/Remodels	16	11	7074	21910	28984
New Commercial	0	0	0	0	0
Commercial T.I.	6	0	0	9465	9465
Tents/Special Events	13	0	0	0	0
Rack Storage	0	0	0	0	0
Preliminary	7	2	0	21936	21936
Fire Suppression Systems	19	0	0	0	0
Alarms	2	0	0	0	0
Landscaping	32	4	0	0	0
Grading/Mylars/Improvement Plans	6	3	0	0	0
Underground	0	0	0	0	0
Hood System	0	0	0	0	0
Tanks	0	0	0	0	0
Cell Sites	2	0	0	0	0
DSS/CCL	0	0	0	0	0
DPLU	1	0	0	0	0
Solar Panels	3	1	0	0	0
High Piled Storage	1	0	0	0	0
High Hazard/Communications/Other	3	0	0	0	0
Spray Booth	0	0	0	0	0
Fire Protection Plans	0	0	0	0	0
Technical Reports	1	0	0	0	0
TOTAL	134	24	42871	115972	158,843

INSPECTIONS	
Inspection Type	# of Inspections
Alarms	-
Fire Supression Systems	21
Building Construction	11
Landscaping	6
Tent/Special Event	9
Gates/Knox	1
Site Visit	8
Technical Report/FPP	1
Underground	3
Annual Inspection	1
DSS Licensing	-
Other	3
TOTAL	64

SPECIAL PROJECTS	
Project Type	# of Projects
Grants	-
GIS	1
Forms (Updates/New)	-
Project Research	1
Computer Programming/I.T.	-
Emergency Response Support	-
Annual Mailer (Weed Abatement)	-
Board Report Formatting/ Design	-
Other	1
TOTAL	3

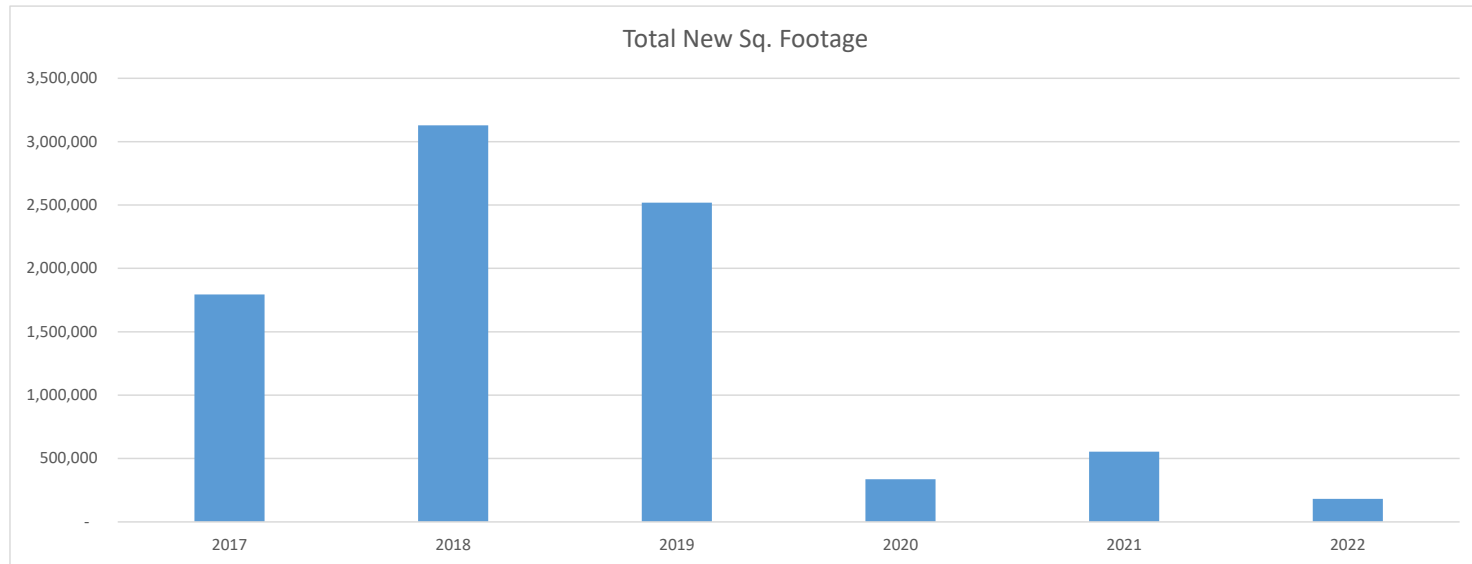
MEETINGS	
Meeting Type	# of Meetings
H.O.A	2
Staff	4
Board	1
On-Site Project Meetings	14
In-Office Project Meetings	22
Shift	3
Captain's	-
Weed Abatement	34
County	1
Code Development	8
Support/I.T. Development	-
San Diego County FPO's	1
Community Stakeholder Meetings	3
North Zone	1
Other	1
TOTAL	95

TRAINING/EDUCATION	
No. of Training Classes	Staff Hours
0	0
0	0
0	0
0	40
TOTAL	40

WEED ABATEMENT	
Activity	# of Inspections
Weed Abatement Inspection	1
Weed Abatement Reinspection	-
1st Notice	8
Final Notice	18
Posting	18
Notices Printed	-
Abated	29
Forced Abatement	-
TOTAL	

OFFICE SUPPORT	
Activity	# Completed
Phone Calls	995
Correspondence	4,810
Walk in/Counter	278
Knox Application Request	3
Burn Permits	2
Plans Accepted/Routed	103
Special Projects	1
Scanning Documents/Electronic Files	314
Meetings: Admin/Prevention/Admin Shift	2
Post Office Runs	-
Deposit Runs/Preparations	5
TOTAL	6,513

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	181,436

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	39,328	42,871						

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						

RESOLUTION No. 2022-19

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM'S EXECUTIVE ORDERS N-25-30, ISSUED MARCH 12, 2020; N-33-20 ISSUED MARCH 19, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF RANCHO SANTA FE FIRE PROTECTION DISTRICT FOR THE PERIOD JULY 20, 2022 THROUGH AUGUST 19, 2022 PURSUANT TO THE BROWN ACT PROVISIONS.

WHEREAS, the Rancho Santa Fe Fire Protection District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Rancho Santa Fe Fire Protection District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2021-16 on September 29, 2021, finding that the requisite conditions exist for the legislative bodies of Rancho Santa Fe Fire Protection District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, specifically, the Covid-19 state of emergency remains active and the Governor's Covid-19 Emergency Proclamation of March 4, 2020 remains in effect; and

WHEREAS, the Board of Directors does hereby find that, social distancing has been ordered by state and local public health authorities due to the imminent health and safety risks of in person contacts and meetings during the COVID-19 emergency; and

WHEREAS, the Board of Directors recognizes the social distancing orders of state and local public health authorities, and hereby finds that the state of emergency related to Covid-19, and the risk of contagion of Covid-19 for attendees at in-person meetings has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District; and

WHEREAS, the Board of Directors desires to affirm a local emergency exists, re-ratify the proclamation of state of emergency by the Governor of March 4, 2020, and re-ratify the state and local orders of public health authorities for social distancing; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of Rancho Santa Fe Fire Protection District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the Board of Directors adopted virtual meeting protocols on April 15, 2020, which include options for public participation.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF Rancho Santa Fe Fire Protection District DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency related to COVID-19 in the District and proclaims that a local emergency persists throughout the District, recognizes that social distancing orders have been issued by state and local public health authorities, and finds that in person meetings would present imminent risks to the health and safety of attendees.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The Staff and legislative bodies of Rancho Santa Fe Fire Protection District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) August 19, 2022, or such time the Board of

Directors adopts a subsequent resolution in accordance with Government Code section 54953(e) (3) to extend the time during which the legislative bodies of Rancho Santa Fe Fire Protection District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Rancho Santa Fe Fire Protection District], this 20th day of July 2022 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

James H. Ashcraft
Board President

ATTEST:

Alicea Caccavo
Board Clerk

STAFF REPORT

NO. 22-06

TO: BOARD OF DIRECTORS
DAVE MCQUEAD, FIRE CHIEF

FROM: ALICEA CACCAVO, MANAGER OF FINANCE & ADMINISTRATION

SUBJECT: CALPERS FUNDING STATUS TARGET

DATE: JULY 15, 2022



RECOMMENDATION:

Staff recommends the Board of Directors designate a target funding status of 85% or higher for all six CalPERS plans.

BACKGROUND:

The District currently has six (6) retirement plans in place with CalPERS; three for Safety members and three for Miscellaneous members.

As a result of the implementation of GASB 68, all agencies must report the unfunded accrued liability on their financial statements. Previously, the District has strategized to make additional discretionary payments to bring the plans funding status to a manageable liability.

CURRENT SITUATION:

Staff and the Board of Directors have discussed at length the desired funding status of all the plans, however this number has not been voted on and memorialized in a public document by the Board. Having a target number will enable the Finance Committee to work with Staff to achieve recommendations to the Board for items, including but exclusive to: funding reserves, long term projects and anticipated/unanticipated expenditures.

STAFF REPORT

NO. 22-07

TO: BOARD OF DIRECTORS
DAVE MCQUEAD, FIRE CHIEF

FROM: BRUCE SHERWOOD, BATTALION CHIEF

SUBJECT: SALE OF SURPLUS PROPERTY

DATE: MAY 01, 2022



RECOMMENDATION

Staff recommends that the surplus vehicle (No. 1282) be auctioned for cash, in “AS IS” condition.

BACKGROUND

This vehicle was purchased in 2012 by the Fire District and has been used as a command vehicle for the Battalion Chief position.

CURRENT SITUATION

This staff vehicle is now 10 years old with 121,000 miles and 4,840 hours (266,200 equivalent road miles) and is no longer viable as a fleet vehicle due to age, mileage, and mechanical problems. This vehicle is no longer needed by the district.

This is now surplus equipment and staff was able to auction this vehicle for \$16,700 and we have already been paid for this vehicle.