



**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

July 17, 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.

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

June 26, 2024

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

- Board of Directors Minutes of June 26, 2024

ACTION REQUESTED: **Approve**

b. Receive and File

- Monthly/Quarterly Reports for June 2024

(1) List of Demands Check 37801 thru 37894 and Electronic Funds Transfers (EFTs)

totaling:	\$ 529,204.52
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Wire Transfer(s) totaling:	\$ 610,091.58
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Payroll(s) totaling:	\$ <u>824,459.12</u>
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TOTAL DISTRIBUTION	\$ 1,963,755.22
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(2) Grant Recap

(3) Activity Reports – June 2024

(a) Operations

(b) Training

(c) Fire Prevention

ACTION REQUESTED: **Receive and File**

3. Public Comment

4. Public Hearing(s)

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](#)

ACTION REQUESTED: A call for public comment (oral or written)

ACTION REQUESTED: **Approve (Roll Call) and Set Final Public Hearing for August 21, 2024**



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

June 26, 2024

b. Fixed Charge Special Assessment for Weed Abatement

To 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](#)

ACTION REQUESTED: A call for public comment (oral or written)

ACTION REQUESTED: **Authorize**

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](#)

ACTION REQUESTED: A call for public comment (oral or written)

ACTION REQUESTED: **Approve (Roll Call) and Set Final Public Hearing for August 21, 2024**

5. New Business

a. Resolution 2024-08

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.

ACTION REQUESTED: **Adopt**

6. Oral Reports

- a. Fire Chief
- b. Operations
- c. Training
- d. Fire Prevention
- e. Finance Manager
- f. Board of Directors
 - i. North County Dispatch JPA – Update
 - ii. County Service Area – 17 – Update
 - iii. Rancho Santa Fe Fire District Foundation - Update
 - iv. Director Comments

7. Adjournment

The next regular Board of Directors meeting 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.



Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting

June 26, 2024

CERTIFICATION OF POSTING

I certify that on July 12, 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 July 12, 2024:

Sarah Montagne
Board Clerk

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes June 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 1:00pm.

Pledge of Allegiance

Marlene Donner led the assembly in the Pledge of Allegiance.

Roll Call

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

Directors Absent:

Staff Present: Fire Chief Dave McQuead; Deputy Chief Brian Slattery; Fire Marshal Marlene Donner; Finance Manager Burgen Havens; Training Chief Luke Bennett; Battalion Chief Greg O’Gorman; Battalion Chief Paul Roman; Executive Assistant/Board Clerk Sarah Montagne; Accounting Specialist Gina Medina

RSF Fire District Foundation: Retired Fire Chief Frank Twohy, Tim Costanza

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, 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 STINE, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the consent calendar as presented.

a. **Board of Directors Minutes**

- Board of Directors minutes of May 15, 2024

b. **Receive and File**

- Monthly/Quarterly Reports for May 2024

(1) List of Demands Check 37684 thru 37800 and Electronic Funds Transfers (EFTs) totaling:	\$ 334,149.41
Wire Transfer(s) totaling:	\$ 1,213,495.23
Payroll(s) totaling:	\$ <u>811,383.20</u>
TOTAL DISTRIBUTION	\$ 2,359,027.84

- (2) Grant Recap
- (3) Activity Reports – May 2024
 - (a) Operations
 - (b) Training
 - (c) Fire Prevention

ACTION REQUESTED: Receive and File

3. **Public Comment**

None

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
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4. **New Business**

- a. Introduction of new employee, Gina Medina, Accounting Specialist.
- b. Genasys EVAC/Protect Presentation
Battalion Chief Greg O’Gorman gave an overview of the new tool used by public safety agencies to plan, manage, and communicate evacuations and repopulation during emergency incidents. All directors were to be guided through adding applications to their devices. Genasys EVAC system went live on May 31.
- c. Grant Acceptance
To discuss and accept grant funding from the Rancho Santa Fe Fire District Foundation (RSFFDF) for Athletic Turf, Burn Room Containers, Chemical Detox Units, Stacking Chairs and Asphalt Work. Check presentation by Frank Twohy and Tim Costanza, on behalf of RSFFDF, for \$82,000 following grant acceptance.
MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept grant funding.
- d. Sale of Assets
Discussed the sale of vehicle No. 0211 deemed as surplus. Staff Report 24-18
MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the sale of vehicle No. 0211 deemed as surplus.
- e. Declaration of Easements – Private Fire Hydrant
Discussed the Fire Chief executing a private fire hydrant easement and private fire hydrant installation and maintenance agreement. Staff Report 24-19
MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the Fire Chief to execute a private fire hydrant easement and private fire hydrant installation and maintenance agreement.
- f. Fixed Charge Special Assessment for Weed Abatement
Discussed a special assessment on Parcel Nos. 267-080-38-00 and 305-020-35-00 for nonpayment of forced abatement fees. Schedule a public hearing for final approval. Staff Report 24-20.
Director questioned administrative fee differences. Confirmed due to legal involvement.
MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve a special assessment on Parcel Nos. 267-080-38-00 and 305-020-35-00 for nonpayment of forced abatement fees. The hearing is set for July 17, 2024.
- g. FY2024/2025 Preliminary Budget
Exhibit A. Discussed the preliminary budget for the next fiscal year and scheduled a public hearing. 3.5% increase in revenue for next fiscal year. Awaiting final numbers. Discussed potential capital expenditures and mitigation fees. Discussed CalPERS rate, increase in insurance costs, and increase in salary per MOU update. Motion to approve the preliminary budget for the next fiscal year and set a public hearing. The first hearing is set for July 17, 2024.
MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE. MOTION CARRIED WITH RESULT:
AYE: DIRECTOR ASHCRAFT, DIRECTOR MALIN, DIRECTOR TANNER, DIRECTOR HILLGREN, DIRECTOR STINE
NAY: NONE
ABSENT: NONE

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5. **Resolutions/Ordinances**

a. **Resolution 2024-06**

A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District to Participate in the County of San Diego Fire Mitigation Fee Program for Fiscal Year 2024-2025 and Adopt a Capital Improvement Plan for the use of Fire Mitigation Fee Revenue. Director requested a list of major projects and the addresses/general location. Staff Report 24-21

MOTION TO ADOPT RESOLUTION 2024-06 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT TO PARTICIPATE IN THE COUNTY OF SAN DIEGO FIRE MITIGATION FEE PROGRAM FOR FISCAL YEAR 2024-2025 AND ADOPT A CAPITAL IMPROVEMENT PLAN FOR THE USE OF FIRE MITIGATION FEE REVENUE. MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE. MOTION CARRIED WITH RESULT:

AYE: DIRECTOR ASHCRAFT, DIRECTOR MALIN, DIRECTOR TANNER, DIRECTOR HILLGREN, DIRECTOR STINE
NAY: NONE

ABSENT: NONE

b. **Resolution 2024-07**

New IT position included in the updated pay schedule attachment. Staff Report 24-22.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR TANNER and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN TO ADOPT RESOLUTION 2024-07 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ADOPTING A PAY SCHEDULE IN ACCORDANCE WITH CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5

c. **Ordinance 2024-01**

MOTION TO ADOPT ORDINANCE 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. Staff Report 24-23.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE. MOTION CARRIED WITH RESULT:
AYE: DIRECTOR ASHCRAFT, DIRECTOR MALIN, DIRECTOR HILLGREN, DIRECTOR STINE, DIRECTOR TANNER
NAY: NONE

ABSENT: NONE

6. **Oral Report**

a. **Fire Chief:**

Fire Chief McQuead reported the addition of new iPads to the Board Room to be utilized by the directors for agendas and notes. Thanks to Paul Roman, Brandon Closs and Sarah Montagne. Initiative 1935 was removed from the November 2024 statewide ballot by the California Supreme Court. The district provided a resolution to CSDA in 2022 along with 140 other special districts. New IT Tung Nguyen will start on September 1. The month of July will be promotional interviews and selected promotions to Deputy Chief, Battalion Chief, Captain and Engineer. The Battalion Chief, Captain, and Engineer are to start on August 1. The new Deputy Chief position will start September 1. The San Diego Operational Area had the wild land forum on May 31. Fire activity is beginning to increase throughout California. Grasses have cured and are very receptive.

◦ *The Border Fires in San Diego continue. The acreage involved varies per fire.*

◦ *The Sites Fire in Sonoma - one local government strike team from San Diego.*

◦ *The Post fire in LA County - two OES strike teams from San Diego.*

◦ *Del Mar fire yesterday - local fire response plus 4 strike teams from within San Diego. 19 acres.*

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Fire Chief (continued):

Fire Prevention and station 3 attended the “Celebrate Osuna” event on June 1, 2024. Firefighter Aaron Frazee who attended has a family history connection to Osuna and became a celebrity at the event. The EFF 4th of July parade and picnic is Sunday, June 30, 2024, from noon to 4. The Fire District will be represented. RSF association 4th of July parade is on the 4th. The Fire District will be represented.

b. Operations:

Deputy Chief Slattery reported two new hire FFPM begin July 1. Academy for new hires will be July 1-19. North Zone BC testing was in May. Interviews forthcoming for two candidates. Type VI apparatus in service next week. Completed asphalt and gravel at RSF Station 6. Working on Solar and Generator RFPs for RSF Station 6.

- *Knoll Fire – Vegetation Fire off Zumaque. 17 acres.*
- *Del Mar Fire – Torrey Pines Reserve. E261, E263, B261.*
- *Structure Fire – Battery Storage System (Garage).*

c. Training:

Training Chief Luke Bennett reported

- *RSFFPD completed the NZ Radio/Comms Drill in May.*
- *Completed Sean Johnson's 2nd Quarter Probationary Testing.*
- *Genasys EVAC training complete for all divisions and RSF Patrol.*
- *Hosted Elite Command for All Hazard Strike Team Leader class at RSF5.*
- *Vertical Ventilation Video Production at Escondido Tower for training reference and NZ resource; Roman, O'Connor, Cloyd, and Schertzer on camera Duncan, Worley operated the drone; Tyler Ball operated the camera.*
- *EMS CE's for the annual Protocol Update, new instructor to help with EMS CE's, Shannon Bloom from AMR, she has experience as a Paramedic Instructor for EMSTA College. She is also a Paramedic assigned to RSF4*
- *Tower Updates: New Training Prop constructed in the Training Tower. Tower clean up, Scrap Metal bin for pickup at no cost to us. Prep for the new burn boxes. Installation scheduled for July 6th/7th by Advanced Fire Control.*
- *Del Mar Fair Walk through and pre-planning drills (E261, E263, B261) now that the County Fair is underway.*
- *Trail Rescue In-service Drill. Drone used to locate the patient, UTV Operations and patient loading, Rx, and Transport. Drill also included the park rangers. Well received by all participants!*
- *Chief Roman and BR262 attended CA-219 (Firing Operations) in Chula Vista. Danner, Canfield, and Frazee got some live fire training. Drip torch ops and fire behavior.*
- *3rd Blue Card IC lab conducted with last one tomorrow. Multi Family and Big Box Commercial occupancies.*

d. Fire Prevention:

Fire Marshal Donner reported on the Fee Schedule change. There are many outstanding plan reviews. Reviewed County battery plans/storage procedure concerns and is following up. Discussed changing codes and Tesla battery battle.

e. Finance:

Finance Manager Havens reported her staff is working on year-end clean-ups. Working on payroll tax filings and P&L statements. Working with new auditor for year end. Caselle program has some bugs she is trying to work out. Working on training new staff on Caselle.

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f. **Board of Directors:**

i. **North County Dispatch JPA:**

Director Ashcraft reported Escondido is now a part of NCDJPA. Calls jumped from 21 to 85 in first week.

ii. **County Service Area – 17:**

Next meeting is in August.

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

Retired Chief Twohy reported the Foundation is hosting a picnic this weekend. Have room for additional board members and are trying to grow membership. Making a change in financial institutions used.

iv. **Director Comments:**

Malin: Looking forward to using the new iPads.

Stine: The Appreciation Dinner highlight was Sgt. Elliot. It was a wonderful event. Discussed the dropping of Homeowners Insurance policies.

Tanner: Friend Scott Wahl was appointed San Diego Police Chief. Asked a question regarding badge shrouds and was given information on fallen LA County Firefighter.

Ashcraft: Recommended a Genasys article in the RSF Review.

7. **Adjournment**

Meeting adjourned at 3:05pm

The next regular Board of Directors meeting is to be held on July 17, 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
37801	\$8,160.72	Transamerican Mailing & Fulfillment Inc	OUTSIDE PRINTING & BINDING
37802	\$100.00	AAA Live Scan	GRANT EXPENSES
37803	\$740.00	Accme Janitorial Service Inc	BUILDING: ADMIN
37804	\$457.44	AT&T Calnet 2/3	UTILITIES: ADMIN, RSF1, RSF3,
37805	\$50.00	California Society of Municipal Finance	TRAINING: ADMINISTRATION
37806	\$1,227.83	Charter Communications Holdings LLC (Sp	UTILITIES: ADMIN
37807	\$590.70	Cox Communications	UTILITIES: RSF3
37808	\$592.13	EDCO Waste & Recycling Inc	UTILITIES: RSF5, RSF6
37809	\$719.77	Erik M. & Christina M Bessel DBA Spot On	UNIFORMS
37810	\$444.92	Fire ETC Inc	UNIFORMS
37811	\$136.78	Griffin Hardware Co.	FUEL/PROPANE
37812	\$258.00	Integrity Data	MEMBERSHIPS & SUBSCRIPTIONS
37813	\$288.00	Olivenhain Municipal Water District	UTILITIES: RSF3
37814	\$179.50	Race Telecommunications INC	UTILITIES: RSF1
37815	\$877.50	Robert Half International	TEMPORARY STAFF EXPENSE
37816	\$120.00	RSF Mail Delivery Solutions	OFFICE EXPENSES
37817	\$4,434.38	SC Commercial LLC	FUEL/PROPANE
37818	\$497.00	Streamline	WEBSITE
37819	\$13,076.63	U.S. Bank Corporate Payment Systems	CAL-CARD PROGRAM
37820	\$7,416.00	VectorSolutions	MEMBERSHIPS & SUBSCRIPTIONS
37821	\$637.50	Advanced Communication Systems Inc	RADIOS
37822	\$79.54	AT&T	UTILITIES: RSF6
37823	\$3,005.98	AT&T Calnet 2/3	UTILITIES: ADMIN, RSF2, RSF4, RSF6
37824	\$2,793.50	California PPE Recon Inc	PPE
37825	\$1,306.00	Caselle INC.	COMPUTERS & PRINTERS
37826	\$48.62	Charter Communications Holdings LLC (Sp	UTILITIES: RSF4
37827	\$1,247.53	Cintas Corporation No 2	FOAM & EXTINGUISHERS
37828	\$2,951.00	County of SD/RCS	800 MHz NETWORK FEES
37829	\$3,507.90	Eide Bailly LLP	CONSULTING SVCS - FINANCIAL
37830	\$9,561.94	Endsight LLC	CONSULTING SVCS - IT & POLICY
37831	\$1,100.00	Fader Electric	GRANT EXPENSES
37832	\$2,325.00	First Alarm Wellness	PHYSICALS & WELLNESS PROGRAM
37833	\$1,400.00	Fitch Law Firm Inc	LEGAL SERVICES
37834	\$1,849.00	Global Door & Gate Inc.	BUILDING: TRAINING FACILITY
37835	\$119.86	Griffin Hardware Co.	BUILDING: RSF1, RSF2, RSF3
37836	\$159.77	Home Depot INC	STATION SUPPLIES

Check No.	Amount	Vendor	Purpose
37837	\$201.44	Konica Minolta Business Inc	COPIER MAINTENANCE CONTRACT
37838	\$1,614.70	Life-Assist Inc	CSA-17 CONTRACT
37839	\$7,017.10	MES California	SCBA EQUIPMENT
37840	\$289.17	Olivenhain Municipal Water District	UTILITIES: RSF2
37841	\$400.00	R.E. Badger & Son INC.	BUILDING: RSF6
37842	\$50,000.00	Rancho Santa Fe Fire Protection District	WORKERS COMP
37843	\$345.00	Rancho Santa Fe Rotary	MEMBERSHIPS & SUBSCRIPTIONS
37844	\$566.11	Rincon Del Diablo Municipal Water Distri	UTILITIES: RSF5
37845	\$877.50	Robert Half International	TEMPORARY STAFF EXPENSE
37846	\$15,143.12	RQI Partners, LLC	CSA-17 CONTRACT
37847	\$609.13	Santa Fe Irrigation District	UTILITIES: RSF1
37848	\$2,478.55	SC Commercial LLC	FUEL/PROPANE
37849	\$7,277.18	SDG&E	UTILITIES: RSF1, RSF3, RSF5, RSF6
37850	\$795.88	TK Elevator Corporation	ELEVATOR
37851	\$21,848.50	Turf Solutions	GRANT EXPENSES
37852	\$2,770.62	Waste Management Inc	UTILITIES: RSF1, RSF2, RSF3, RSF4
37853	\$3,449.08	ZOLL Medical Corporation	CSA-17 CONTRACT
37854	\$410.00	A to Z Plumbing Inc	BUILDING: RSF2
37855	\$775.46	Aair Purification Systems	BUILDING: RSF4
37856	\$1,238.04	About Service Inc	APPARATUS: SCHEDULED
37857	\$495.00	CCAI	TRAINING: PREVENTION
37858	\$199.00	Concentra	NEW HIRES & BACKGROUNDS
37859	\$1,573.24	Duthie Electric Svc Corp	GENERATORS
37860	\$58.37	Griffin Hardware Co.	STATION SUPPLIES
37861	\$1,186.50	Industrial Commercial Systems INC.	BUILDING: ADMIN, RSF4
37862	\$54,876.25	Joe's Paving Co., Inc.	CAPITAL - FACILITIES
37863	\$200,000.00	Rancho Santa Fe Fire Protection District	WORKERS COMP
37864	\$10.00	RSF Security Inc	BUILDING: ADMIN
37865	\$3,590.41	SC Commercial LLC	FUEL/PROPANE
37866	\$6,411.14	SDG&E	UTILITIES: ADMIN, RSF2, RSF4
37867	\$279.60	Shred it Stericycle	OFFICE EXPENSES
37868	\$5,750.00	TruePoint Solutions LLC	MEMBERSHIPS & SUBSCRIPTIONS
37869	\$904.00	A to Z Plumbing Inc	BUILDING: RSF2
37870	\$2,943.12	American Medical Response Inc	CSA-17 CONTRACT
37871	\$482.43	AT&T	UTILITIES: RSF1, RSF2, RSF3, RSF5
37872	\$1,711.00	C.A.P.F.	DISABILITY INSURANCE

Check No.	Amount	Vendor	Purpose
37873	\$2,196.00	CalPERS Conference	TRAINING: ADMINISTRATION
37874	\$595.00	Caselle INC.	TRAINING: ADMINISTRATION
37875	\$122.34	Charter Communications Holdings LLC (Sp	UTILITIES: ADMIN
37876	\$6,400.00	Cielo Village Partners LP	BUILDING: ADMIN
37877	\$525.00	City of Santee Fire Department	PPE
37878	\$86.00	Concentra	NEW HIRES & BACKGROUNDS
37879	\$1,520.72	Direct Energy	UTILITIES: RSF1
37880	\$750.00	Fire Dist. Association of CA	MEMBERSHIPS & SUBSCRIPTIONS
37881	\$627.34	Industrial Commercial Systems INC.	BUILDING: ADMIN
37882	\$17.83	Life-Assist Inc	CSA-17 CONTRACT
37883	\$1,048.44	Lincoln National Life Ins Co	LIFE INSURANCE
37884	\$3,017.00	MGM Plastics INC.	CAPITAL - APPARATUS
37885	\$185.94	Olivenhain Municipal Water District	UTILITIES: RSF6
37886	\$150.00	PharmaLink	CSA-17 CONTRACT
37887	\$260.54	Pitney Bowes Inc	MACHINES & OFFICE EQUIPMENT
37888	\$1,000.00	Pitney Bowes Reserve Account	OFFICE EXPENSES
37889	\$6,143.16	SC Commercial LLC	FUEL/PROPANE
37890	\$400.00	U S Postal Service - Postmaster	OFFICE EXPENSES
37891	\$3,005.74	Verizon Wireless	CSA-17 CONTRACT, CELLULAR
37892	\$670.00	Wayne Officer	BUILDING: RSF6
37893	\$468.62	Jim Wold	MEETINGS & SPECIAL EVENTS
37894	\$25,215.33	Motorola Solutions Inc	CSA-17 CONTRACT
ACH Transfer	\$379.07	Curtis Benz	HIGHER EDUCATION
ACH Transfer	\$938.20	Curtis Benz	HIGHER EDUCATION
ACH Transfer	\$250.00	Michael Weeks	CSA-17 CONTRACT
ACH Transfer	\$250.00	Nicholas Chapin	CSA-17 CONTRACT
ACH Transfer	\$250.00	Michael Soto	CSA-17 CONTRACT
ACH Transfer	\$250.00	Curtis Benz	CSA-17 CONTRACT
ACH Transfer	\$442.00	Haydne Shimer	TRAINING: SUPPRESSION
ACH Transfer	\$250.00	Troy Duncan	CSA-17 CONTRACT
ACH Transfer	\$753.17	Sarah Montagne	PREVENTION- MATERIALS/SUPPLIES
Subtotal	\$529,204.52		

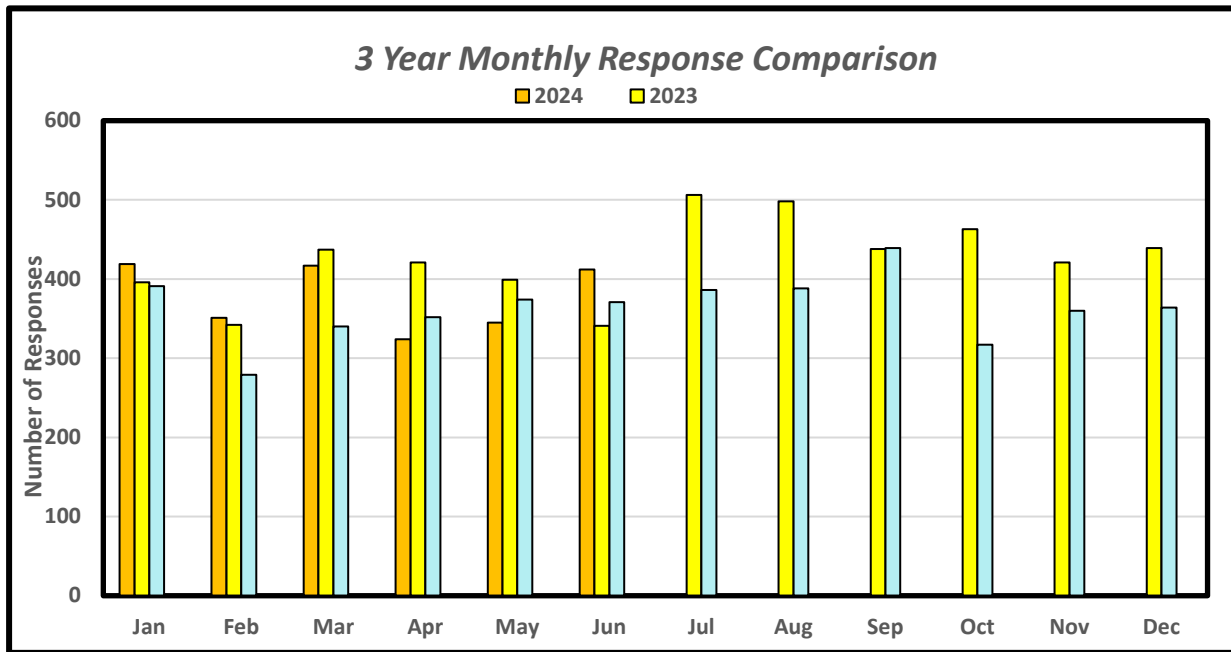
Check No.	Amount	Vendor	Purpose
ACH Transfer	\$238,653.67	CalPERS - May	
ACH Transfer	\$26,691.71	Total Administrative Services Corp (TASC)	
ACH Transfer	\$98,551.31	CalPERS - Health - July	
ACH Transfer	\$2,173.35	CalPERS - Health - July Directors	
ACH Transfer	\$239,778.34	CalPERS - June	
ACH Transfer	\$4,243.20	CalPERS - Survivor Annual Benefits FY25	
Subtotal	\$610,091.58		
6/15/2024	\$479,295.55	RSF Fire Payroll	
6/30/2024	\$345,163.57	RSF Fire Payroll	
Subtotal	\$824,459.12		
TOTAL	\$1,963,755.22		

RSF Grant Re-Cap

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		
ACTIVE		SHSGP FY22	4 Radios	\$ 20,338.00		Approved; Items received
ACTIVE		SHSGP FY23	2 Radios, MacBooks	\$ 17,080.00		Award letter received
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.
CLOSED	5/12/2020	FEMA	Vegetation Management	\$ 18,000.00	\$ 17,000.00	Check received. Utilizing funds for Via Ambiente Roadway Clearance; Work completed and payment received.
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.
	9/1/2023	RSF Foundation (Sharon McDonald)	Drone Program	\$ 50,000.00	\$50,000.00	Approved. Item delivered. Ongoing purchases procured 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		Approved. Item received and installed
	5/3/2024	RSF Foundation	5-Decontamination units	\$ 16,501.00		Approved. Items ordered.
	5/3/2024	RSF Foundation	RSF6 Parking lot improvement	\$ 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		Approved. Project Totaling \$112,000; \$100,000 from district. FY24-\$60,000; FY25-\$40,000 + \$12,000 Grant
	5/3/2024	RSF Foundation	RSF6-50 Staking chairs for Community room	\$ 2,498.83		Approved

Rancho Santa Fe Fire Protection District Operations Report

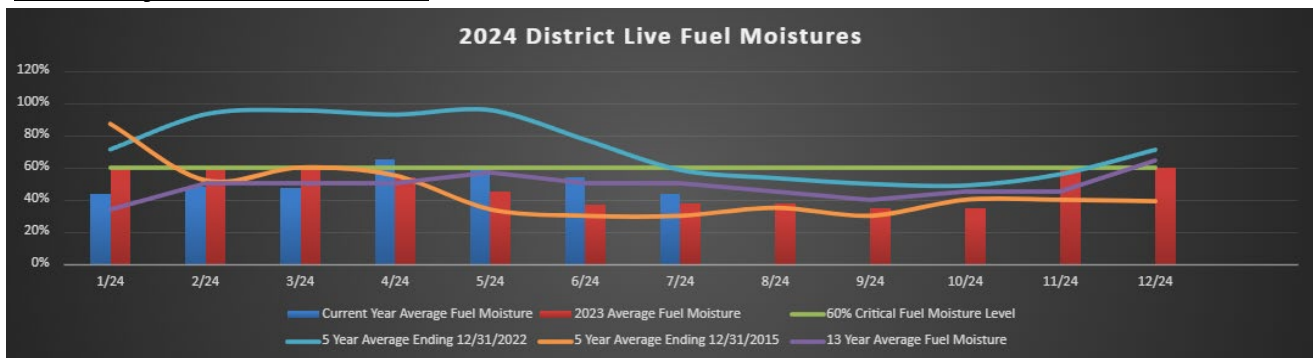
July 2024



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						
YTD		419	770	1187	1511	1856	2268							
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

July 2024

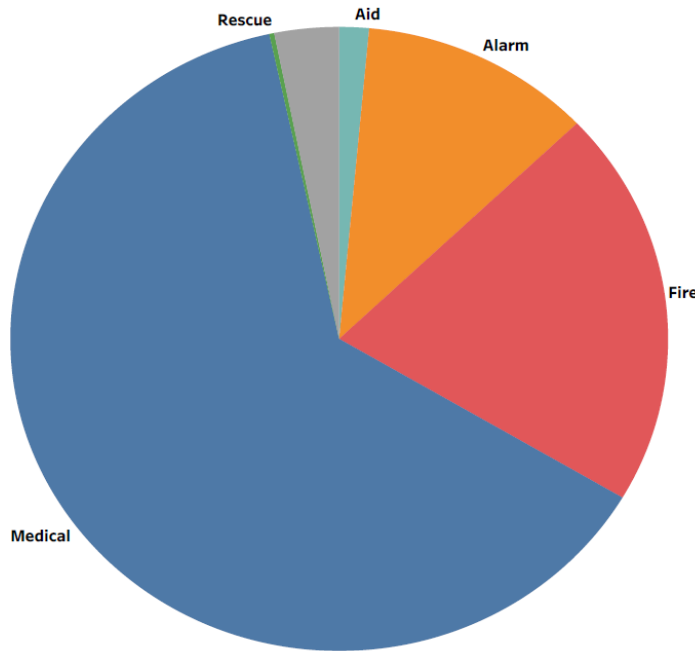
Monthly Incidents

Assigned Incidents for RANCHO SANTA FE FPD
June 2024

Agency
RANCHO SANTA FE FPD

Month
June 2024 to June 2024

Aid	6 incidents / 1.46%
Alarm	47 incidents / 11.41%
Fire	85 incidents / 20.63%
Medical	260 incidents / 63.11%
Rescue	1 incidents / 0.24%
Other	13 incidents / 3.16%
Grand Total	412 incidents / 100.00%

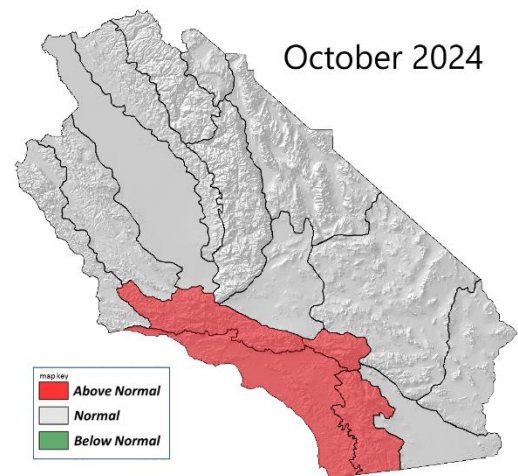
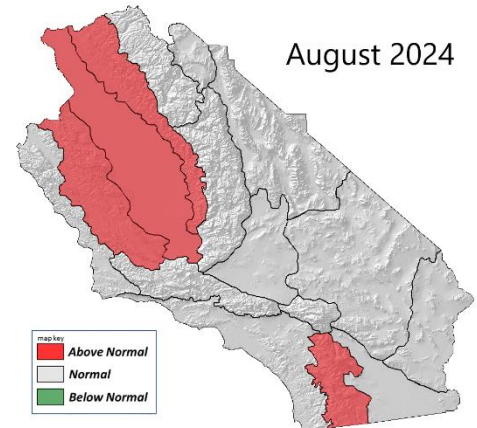


Problem Category

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

Significant Incidents:

Date:	Incident:	Units Assigned:
7/1/2024	Strike Team 6848C - McCain Fire	OES 6309 (Type 3 Strike Team)
7/2/2024	Safety Officer - Border Fire	Captain Chapin
7/3/2024	Strike Team - Thomas Fire (STEN)	BC Roman
7/5/2024	Strike Team - French Fire / Lake Fire	OES 6309 (Type 3 Strike Team)
7/5/2024	Line Medic Assignment - Thompson Fire	Engineer Stamy
7/9/2024	Strike Team 6410A - Shelly Fire	E261 (Type 1 Strike Team)
7/9/2024	STEN Leaders - 6410A - Shelly Fire	BC Bennett & BC O'Gorman



July- October 2024 South Ops Highlights

- There is a slight to 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. More curing is expected over the next 4 months.
- Due to no areas of prolonged drought, larger live fuels (timber) are much less susceptible to curing as well as less susceptible to ignitions.



Weather Discussion

Since the start of the water year (October 1st), Southern California has received above average precipitation across most of the region (**Fig 2**). The largest wet anomalies are along the South Coast and through the high desert. Some areas in those two regions received over 150% of the average precipitation since October 1st. The driest areas are along the leeward slopes of the Southern Sierra and portions of the lower and eastern deserts. Some of the driest areas only received 70-80% of their average precipitation since October 1st. Temperature departures over the last month show most areas between 2-6°F above average (**Fig 1**).

Latest sea surface temperature (SST) pattern across the equatorial Pacific shows the continuation of a cooling pattern as the El Niño Southern Oscillation (ENSO) continues to transition from the El Niño state to the La Niña state (**Fig 3**). The current state of ENSO at the end of June, 2024 is in the range between ENSO neutral and a weak La Niña state.

Ave. Temperature dep from Ave (deg F)
6/1/2024 – 6/29/2024

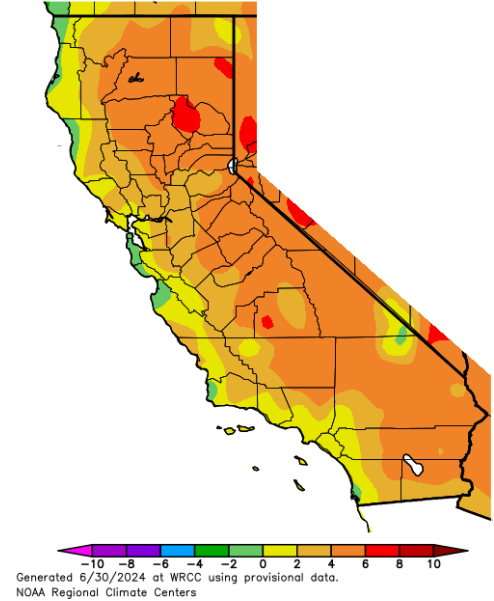


Fig 1: June 1st – June 29th Temperature Departure from Average

Percent of Average Precipitation (%)
10/1/2023 – 6/29/2024

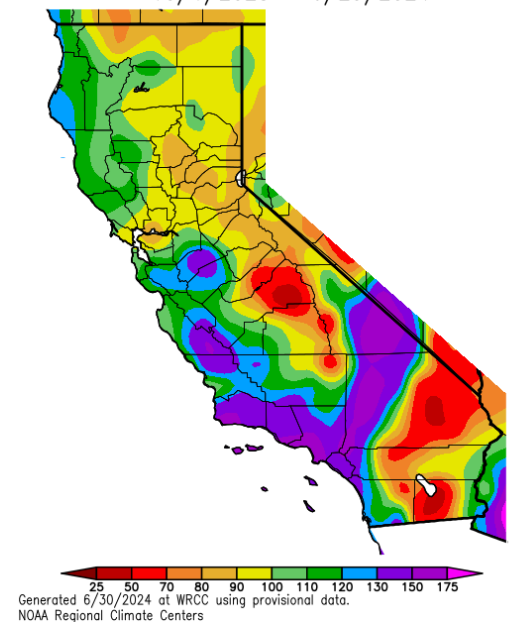


Fig 2: October 1st – June 29th Precipitation (% of Ave.)

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

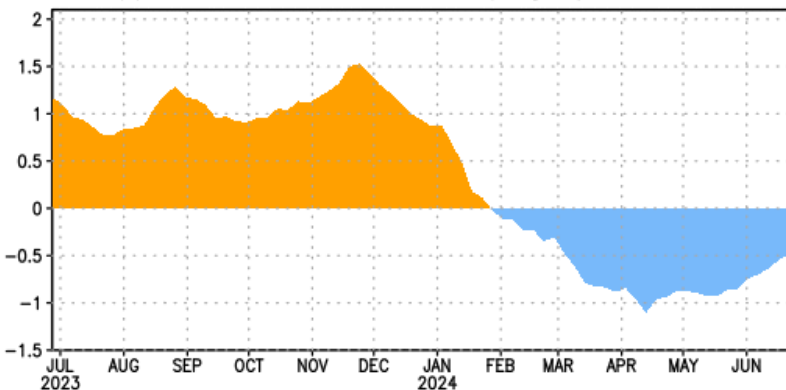


Fig 3: Equatorial Pacific Upper-Ocean Heat Anomaly



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.

Latest USDA Drought Monitor indicates zero areas in drought status across central and southern California (Fig 5). There is a small area of abnormally dry conditions (D0) in eastern Riverside and San Bernardino counties, though abnormal dryness does not constitute drought status.

Due to the aforementioned anomalously wet winter and spring, there is a much larger than normal load of fine fuel, especially grasses. Due to warm and dry conditions for May and June 2024, these fine fuels are cured at elevations below 3,000ft. Grass fire activity was above average during June as a result of the large load of cured fine fuels below 3,000ft. The current 100hr fuels are anomalously drier in the western portions of the geographic area since monsoonal moisture allowed for shower and thunderstorm activity to moisten the finer fuels in the deserts. Larger dead fuel (1000hr fuel) remains below normal for several Predictive Services Areas (PSAs) and have become more susceptible to ignition (Fig 6).

Live fuel however continues to remain near to mostly above normal for live fuel moisture (Fig 7). Reports from the Post Fire in Los Angeles County and the Flash Complex Fire in Fresno County show the larger live fuels remaining unburned despite finer fuel types around these larger fuels are all burned. Reports from the Flash Complex Fire indicate the live timber fuels are not very susceptible as only the finer fuels in the understory appear to be igniting.

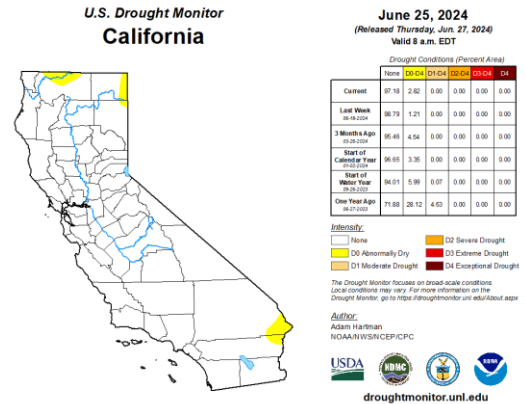


Fig 5: USDA Drought Monitor June 25th

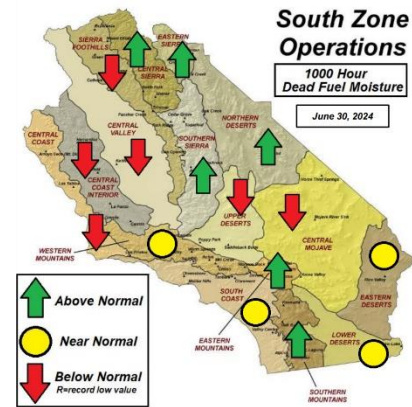


Fig 6: 1000hr Dead Fuel Moisture by PSA Map

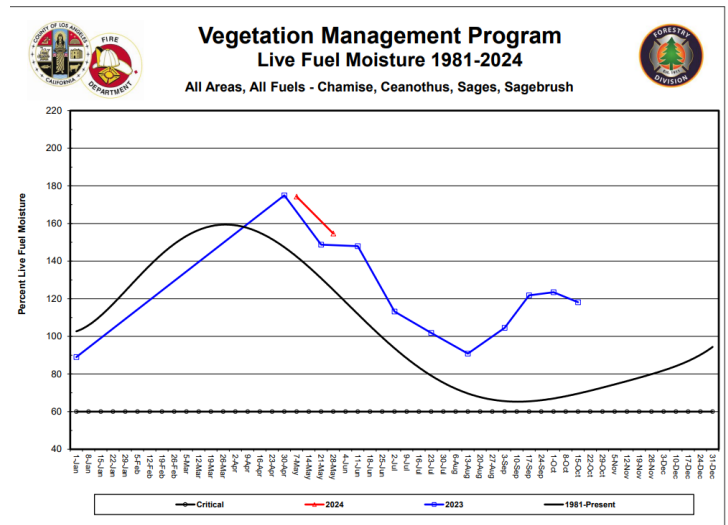


Fig 7: Los Angeles County Live Fuel Moistures for May 2024



SOUTH OPS OUTLOOK

Climate models continue to suggest there is a high probability towards the continuation of the transition towards the La Niña state of ENSO (**Fig 8**). There is a slight tilt in the odds towards above normal temperatures for the next 4-month period. There are equal chances in the odds towards above, near and below normal precipitation for the southeastern portions of the South Ops area and a slight tilt in the odds towards below normal precipitation for the northern and western portions of the South Ops area for the next 4-month period.

La Niña patterns typically constitute a predominantly warmer and drier weather pattern. However, there is a large degree of uncertainty with respect to the monsoon forecast this season. Cold SST anomalies have significantly weakened off the California coast (**Fig 9**) while there is a strong tilt in the odds towards a well above normal Atlantic tropical cyclone season. The more active Atlantic and Gulf of Mexico means there is likely to be more moisture to move into the southwestern U.S. Due to the cold SST anomalies off the California coast weakening, this means there is a greater chance of the monsoonal moisture to reach further west locations. However, no strong signals are present to determine if the orientation of the high pressure over the desert southwest will allow this moisture to reach southern California.

With respect to large fire potential, there is a moderate tilt towards above normal fire activity for several PSAs due to the aforementioned large grass crop and fine fuel load combined with periods of prolonged warm and dry conditions to increase the receptiveness of these fuels. The odds tilt in favor of fire season 2024 being more of a grass dominated and fine fuels dominated fire season compared to a timber year since the large live fuels are significantly less receptive due to the lack of the presence of prolonged drought conditions. The eastern and central Sierra have a slight tilt in the odds towards near-normal large fire potential due to the well above live fuel moistures in the large timber dominated fuels, however the finer fuels in the understory are more susceptible to ignition.

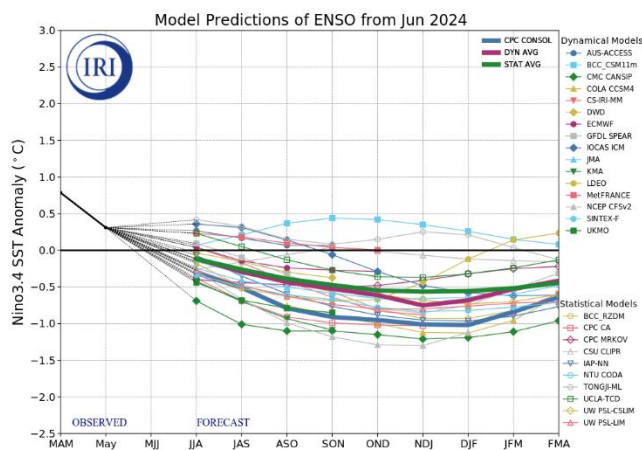


Fig 8: Climate Model Predictions of the El Niño Southern Oscillation

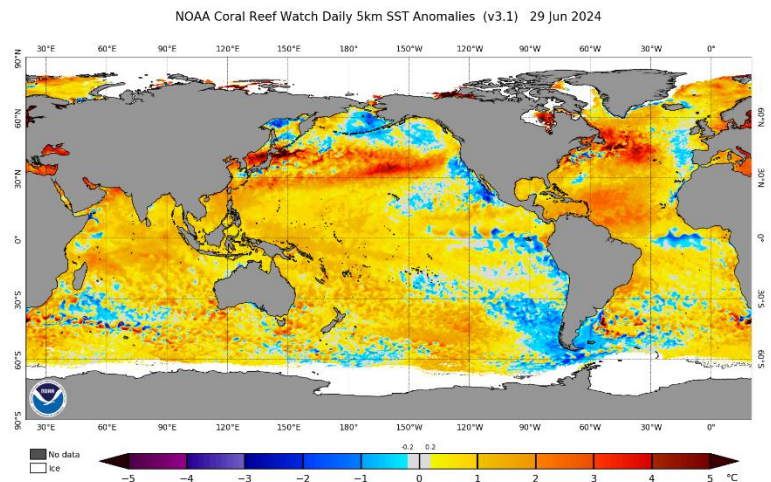
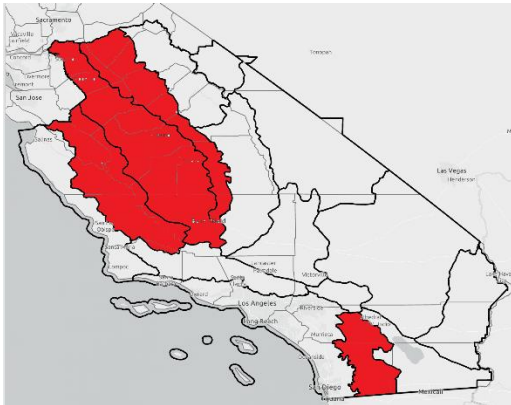


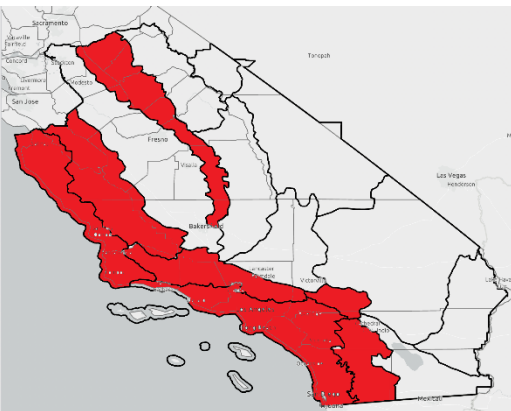
Fig 9: Sea Surface Temperature Anomaly, June 29th, 2024



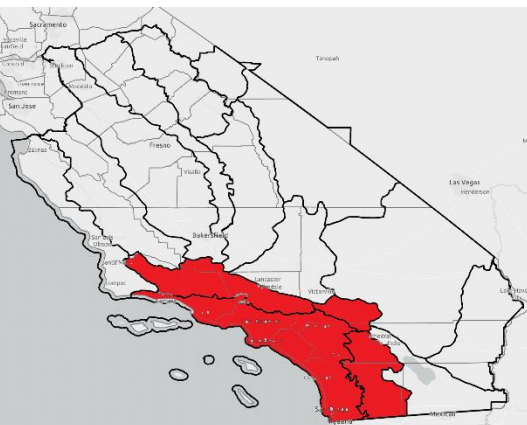
Maps with Counties and Select Intel Links used in the forecast



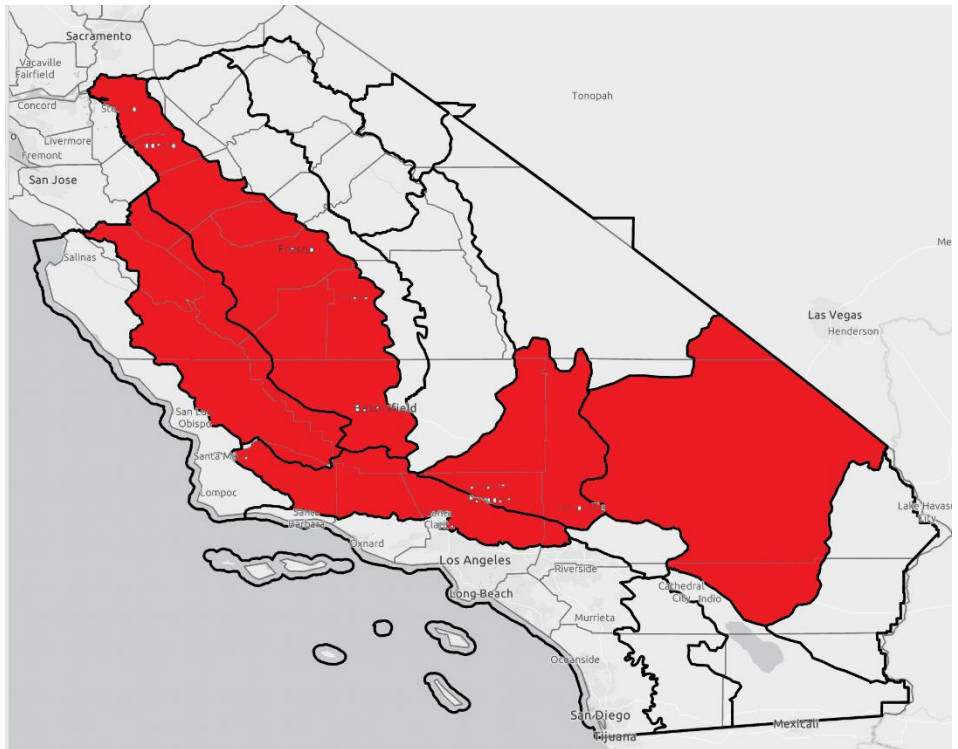
August 2024



September 2024



October 2024



July 2024

Climate

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

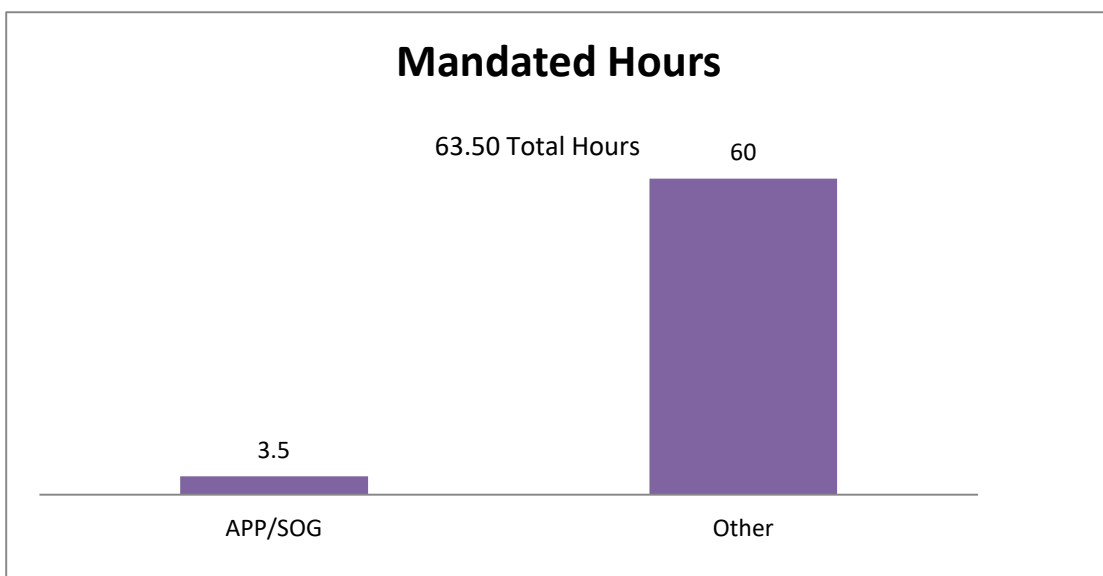
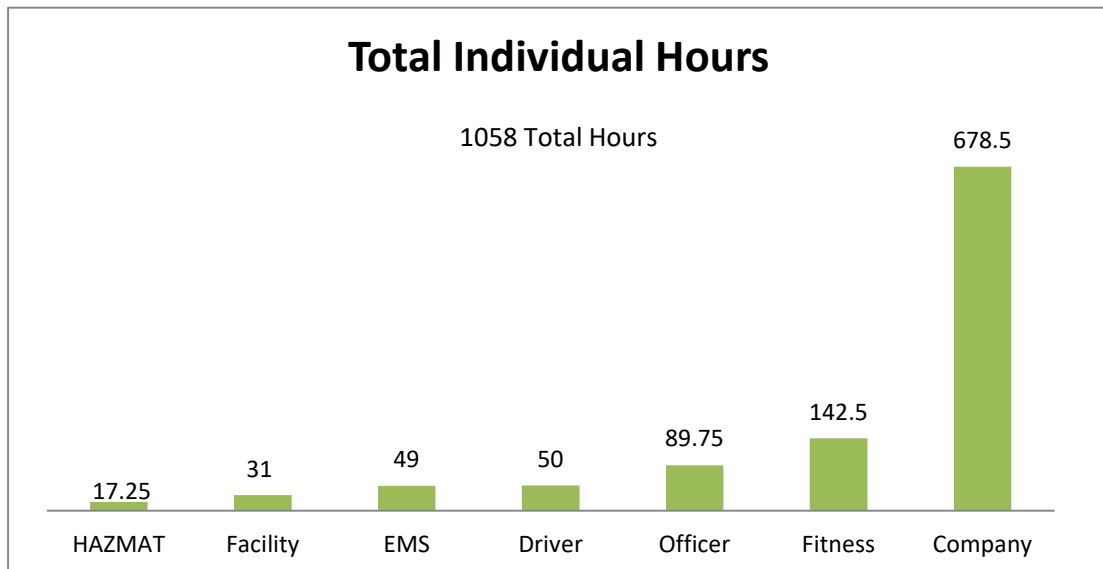
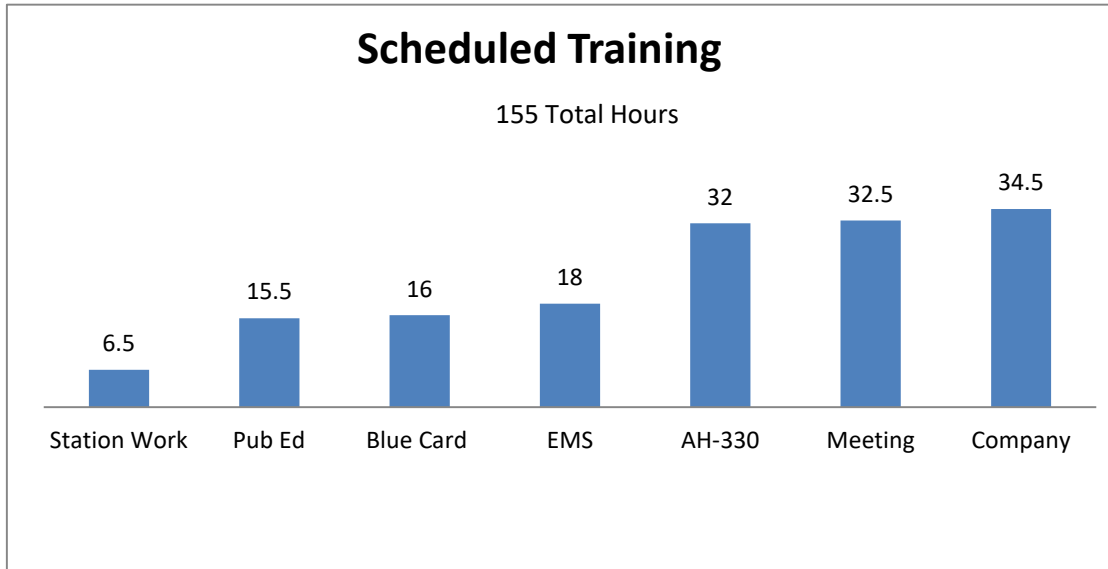
100 hr dead fuel moisture

- 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>

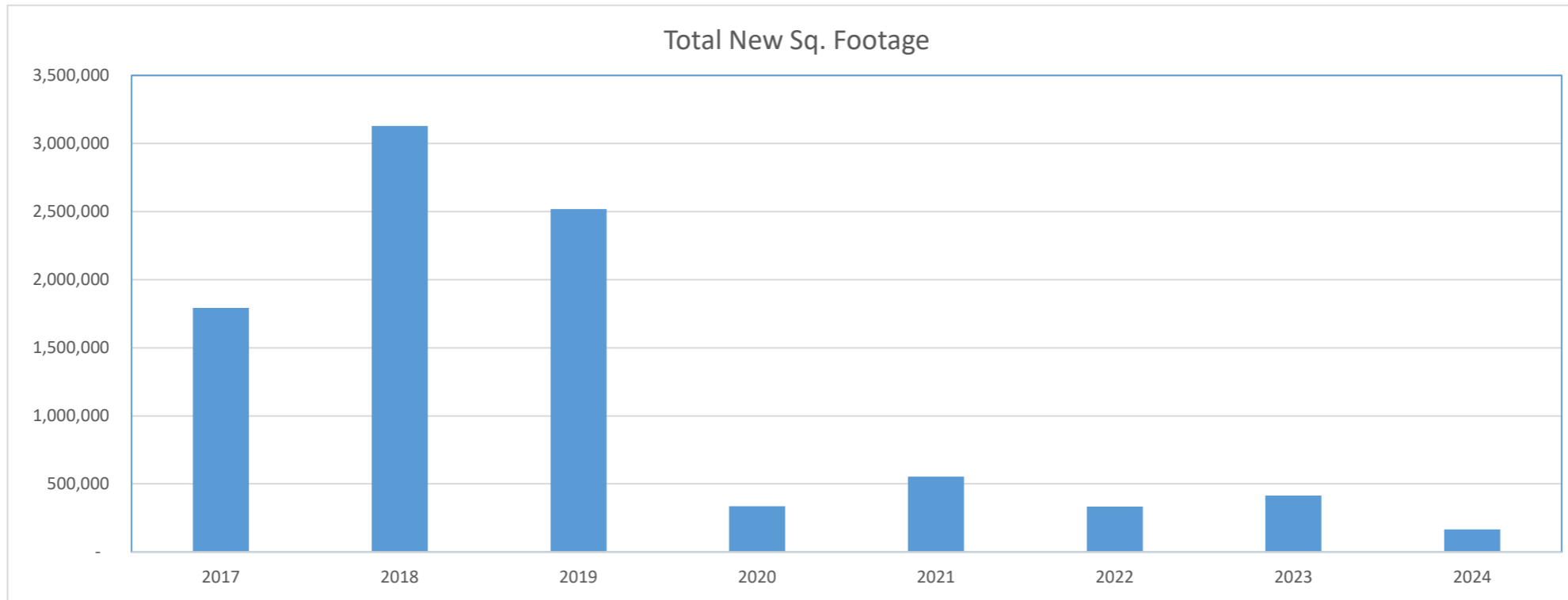
Training Division June 2024



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.		

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	165,852

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						

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	298,116						

FIRE PREVENTION ACTIVITIES	
Investigations	-
Public Education/Community Outreach	-
Special Project	6
Meetings	29
Training Hours	1
TOTAL	36

WEED ABATEMENT	
Activity	# of Inspections
Weed Abatement Inspection	-
Weed Abatement Reinspection	-
1st Notice	1
Final Notice	-
Posting	2
Notices Printed	-
Abated	105
Forced Abatement	-
TOTAL	108

OFFICE SUPPORT	
Activity	# Completed
Phone Calls	690
Correspondence	5,743
Walk in/Counter	227
Knox Application Request	16
Burn Permits	2
Plans Accepted/Routed	110
Special Projects	1
Scanning Documents/Electronic Files	137
Meetings: Admin/Prevention/Admin Shift	3
Post Office Runs	-
Deposit Runs/Preparations	3
TOTAL	6,932

Totals by Type	Plan Reviews	Inspections
Remodel	3	3
Residential Construction	13	11
Addition	10	5
ADU	6	0
Commercial Construction	0	0
Commercial T.I.	2	0
Tents/Special Events	1	2
Rack Storage	0	0
Preliminary	5	0
Fire Suppression Systems	0	0
Alarms	4	13
Landscaping	28	4
Grading/Mylars/Improvement	0	0
Underground	4	4
Hood System	0	0
Tanks	1	0
Cell Sites	0	1
DPLU	0	0
ESS/Solar	1	0
High Piled Storage	0	0
High Hazard/Communications/Other	1	1
Spray Booth	0	0
FPP	0	0
Technical Reports	0	0
Gates/Knox	0	0
Site Visit	0	2
Annual Inspection	0	1
DSS Liscensing	0	0
AB38	0	0
Total Plan Reviews	79	
Total Inspections	47	
SQFT Reviewed (No Mit Fees)	285252	
Approved SQFT (Mit Fees)	12864	

STAFF REPORT

NO. 24-23

TO: BOARD OF DIRECTORS
FROM: DAVID C. MCQUEAD, FIRE CHIEF
SUBJECT: FEE SCHEDULE UPDATE
DATE: JUNE 26, 2024



RECOMMENDATION

Staff recommends the Board of Directors schedule a first reading, a second reading and a public hearing for Ordinance 2024-01 that authorizes changes to the district's current fee schedule.

BACKGROUND

On December 15, 2021, the Board of Directors approved and adopted Ordinance No. 2022-01, which updated the Fire District's fee schedule to achieve cost recovery for service-related fees. The fees are based upon actual costs incurred by the Fire District and are authorized pursuant to the *California Health and Safety Code, Sections 13916 and 13919*; and are publicly noticed pursuant to *Section 66014 of the California Government Code*.

Staff recommends updating the cost structure calculation and corresponding fee schedule, which is reflective of current costs to provide such services. The fee structure calculation uses the following criteria:

Processing Time: The estimated actual time it takes to process an activity, to include intake services, data entry, scheduling inspections, scanning projects and any other work associated with the activity. The fee is calculated as an average of the fully burdened hourly rate of two positions, the Permit Technician and the Executive Assistant/Board Clerk.

Plan Review Labor: The estimated time it takes to conduct a plan review and a plan resubmittal, if applicable, for the service provided. The fee is based on the fully burdened hourly rate of the position(s) identified in the Position Classification column.

Inspection Service Labor: The estimated field time, including travel time to/from the administrative offices, to conduct the inspection or activity. The fee is based on the fully burdened rate of the position(s) identified in the Position Classification column.

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 includes the following positions: Fire Chief, Operations Chief, Finance Manager, and Accounting Technician. The costs for indirect agency-wide labor were calculated at the fully burdened cost (x) the percentage that the position is assigned to fire prevention.

Non-labor costs are the estimated costs (x) the percentage of the specific budget category to support fire prevention services.

The total fee calculation is as follows:

Processing Time + Plan Review Labor + Inspection Service Labor + Direct/Indirect Costs = Fee

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
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
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

Attachments:

Attachment A Administrative Policy and Procedure A100.13, Fire Prevention Services and Fees

This policy describes the procedure for the establishment, collection, and management of fire prevention services and fees.

Attachment B Tab 1 – 2024 Fire Prevention Fee Schedule Redlined Changes

This worksheet illustrates the changes between the 2022 Fee Schedule and the 2024 Fee Schedule.

Tab 2 – 2024 Fee Schedule

This worksheet illustrates the basis upon which hourly time commitments and fees are calculated for fire prevention services, including the total fee, and change in dollar amount from the 2022 Fee Schedule.

Tab 3 – 2024 Fire Prevention Services Fee Cost Analysis

This schedule details the fully burdened hourly wage used for direct labor costs, indirect labor costs, budget categories and the associated indirect support costs.

Actions Required:

1. First reading of Ordinance 2024-01 and accompanying fee schedule at a regularly scheduled board meeting.
2. Public hearing of Ordinance 2024-01 and accompanying fee schedule at a regularly scheduled board meeting.
3. Public Hearing on Ordinance 2024-01 and accompanying fee schedule at a regularly scheduled board meeting.
4. If adopted, after the close of the public hearing, Ordinance 2024-01 will go into effect October 5, 2024.



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**

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

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

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

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

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

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

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

***FIRE PREVENTION SERVICES FEES AND
CALCULATION***

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

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

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

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

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

**FIRE PREVENTION SERVICES FEES AND
CALCULATION**

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.

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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)	

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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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NOTE: All services are established on a base rate and time. An Hourly rate applies if the base fee is exceeded

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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 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	#REF1	Avg FM / DFM / FPS II / FPS I	0.50	#REF1	Avg DFM / FPS II / FPS I	0.75	#REF1	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			

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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											

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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											

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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	

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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

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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

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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)

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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	

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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

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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		

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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		

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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

SR24-23 Attachment B, Tab 3

Budget Category	Annual Cost	Percentage to Fire Prevention	Annual Cost Prevention	Purpose
AT&T Calnet 2/3 37487 (Annual Admin Bldg only)				
Cable/Phone	6,600.00	20.00%	1,320.00	UTILITIES: ADMIN
Endsight LLC 37453	106,579.32	5.00%	5,328.97	CONSULTING SVCS - IT & POLICY
RSF Mail Delivery Solutions (Mail Delivery)	1,440.00	20.00%	288.00	OFFICE EXPENSES
U S Postal Service - Postmaster PO Box	388.00	20.00%	77.60	OFFICE EXPENSES
Blend	619.25	60.00%	371.55	Forms/citations/inspection forms
Fitch Law Firm Inc (prevention)	37,834.00	60.00%	22,700.40	LEGAL SERVICES
COR Security Inc	439.62	43.00%	189.04	BUILDING: ADMIN
SDG&E (Annual Cost Admin Bldg/Board Room only)	18,378.71	43.00%	7,902.85	UTILITIES: ADMIN
Verizon Prevention ipads (7)	3,192.84	100.00%	3,192.84	ipad
Verizon Prevention Cell phone bill (5)	2,393.28	100.00%	2,393.28	cell phones
Caselle Inc 37450	67,672.00	10.00%	6,767.20	
Tiny Frog	984.00	10.00%	98.40	Current website
Streamline	5,964.00	20.00%	1,192.80	New Website
Konica Minolta Business Inc	1,956.00	20.00%	391.20	Biz Hub
Eide Bailly LLP (Samantha Financial Services)	43,000.00	0.00%	0.00	FINANCIAL SERVICES
Janitorial Supplies	14,102.00	20.00%	2,820.40	
Standard Electronics	545.23	20.00%	109.05	BUILDING: ADMIN
				Shredding of plans below is deducted from Office
Office supplies/shredding	18,507.00	20.00%	3,701.40	supplies Annual cost
Shred it Stericycle (Annual cost)	1,600.00	100.00%	1,600.00	Shredding of plans
Accounting/Audit Services	14,600.00	10.00%	1,460.00	
Advertising	2,688.00	20.00%	537.60	Posting in newspaper
Subscriptions Software Prevention	18,701.00	100.00%	18,701.00	Computer subscriptions
Repair Machines & Office Equipment	2,209.00	20.00%	441.80	
Copier Maintenance Contract	2,503.00	20.00%	500.60	
Bank Charges Admin Fees	10,735.53	80.00%	8,588.42	Credit card fees
Commercial Liability Auto Coverage	4,238.00	100.00%	4,238.00	Insurance for prevention vehicles
Building Admin/HOA Maintenance - Window washing, quench, HOA, Pest control, Janitorial, Plumbing	70,116.00	20.00%	14,023.20	
Computer Software Accela/Cubit	85,433.00	100.00%	85,433.00	
Computer Equipment Parts/Scanner/Plotter	16,689.00	20.00%	3,337.80	Prevention
Radio Equipment Repair/Replace	166,853.00	3.00%	5,005.59	
Prevention Uniforms	3,200.00	100.00%	3,200.00	
Fuel (prevention annual cost)	10,800.00	100.00%	10,800.00	
Vehicle Maintenance Repairs	9,000.00	100.00%	9,000.00	
Vehicle Depreciation	993,521.00	3.00%	29,805.63	
Prevention Training	20,000.00	100.00%	20,000.00	
Books and Resources	5,000.00	100.00%	5,000.00	
North County Communications (Security Cameras Prevention)	4,095.70	100.00%	4,095.70	
Pitney Bowes (Stamp Machine)	10,000.00	0.00%	0.00	
Postage Weed Abatement Mailer Transamerica	12,200.00	0.00%	0.00	
Prevention Professional Memberships - NFPA, FPO, SoCal FPO, UpCodes, Meyer Fire	1,881.00	100.00%	1,881.00	
Charter Communications (Spectrum) Internet	14,700.00	20.00%	2,940.00	
Total Indirect Costs		46.51%	289,434.31	
Percentage of Activity Assigned to Fire Prevention		35.00%		
Averages of Percentage x Total Annual Cost / 2080			101,302.01	
Percentage of Activity Assigned to Plan Review and Construction Inspections /2080			48.70	
Indirect Support Costs + Indirect Labor Costs			66.72	

SR24-23 Attachment B, Tab 3

Prevention Staff Positions - Fully Burdened Labor Rate								
Cost Code	Position	Annual Salary	Benefits	Annual Salary/w Benefits	Fully Burdened Hourly Wage			
1	Fire Marshal	\$ 169,417	\$ 46,662	\$ 216,079	\$			103.88
2	Deputy Fire Marshal	\$ 136,808	\$ 42,087	\$ 178,895	\$			86.01
3	FPS I	\$ 110,567	\$ 31,429	\$ 141,996	\$			68.27
4	FPS II	\$ 125,181	\$ 48,493	\$ 173,674	\$			83.50
5	Avg: FM/DFM				\$			94.95
6	Avg: DFM/FPS I				\$			77.14
7	Avg: FM/DFM/FPS I				\$			86.05
8	Avg: FM/DFM/FPS II/ FPS I				\$			85.41
9	Avg: DFM/FPS I/FPS II				\$			79.26
10	Avg: FPS I/FPS II				\$			75.88
11	Permit Tech	\$ 72,476	\$ 17,006	\$ 89,482	\$			43.02
12	Executive Assist/Board Clerk	\$ 86,194	\$ 23,509	\$ 109,703	\$			52.74
13	Permit Tech/Executive Assistant				\$			47.88
14	CRRS	\$ 77,988	\$ 29,649	\$ 107,637	\$			51.75
Management/Staff Positions - Indirect Prevention Labor Rate								
Cost Code		Annual Salary	Benefits	Annual Salary/w Benefits	Fully Burdened Hourly Wage	Percentage Assigned to Fire Prevention		Indirect Hourly Rate
9	Fire Chief	\$ 232,125	\$ 88,683	\$ 320,808	\$ 154.23	5%		\$ 7.71
10	Operations Chief	\$ 213,670	\$ 81,988	\$ 295,658	\$ 142.14	2%		\$ 2.84
12	Finance Manager	\$ 116,054	\$ 23,187	\$ 139,241	\$ 66.94	4%		\$ 2.68
13	Accounting Technician	\$ 70,447	\$ 29,108	\$ 99,555	\$ 47.86	10%		\$ 4.79
14								\$ 18.02
15								\$ -
16								\$ 18.02

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

Attachment A

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

Attachment A

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 (≥ 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

Attachment A

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

STAFF REPORT

NO. 24-24

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: APPROVE/SET PUBLIC HEARING FOR FIXED CHARGE SPECIAL ASSESSMENT FOR WEED ABATEMENT
DATE: JULY 17, 2024



RECOMMENDATION:

Staff recommends the Board approve and set a public hearing for July 17, 2024 to authorize the *Special Assessment for Weed Abatement* list of non-compliant parcels be sent to the County of San Diego before the August 10th deadline.

BACKGROUND:

The fire district's prevention bureau is responsible for the annual weed abatement of properties with hazardous growth that is not maintained by property owners throughout the year. Throughout the year, staff have mailed specific sequential timeline hazard notifications (***First Notice, Final Notice and Notice to Abate Hazard***) to those property owners who have a known or existing fire hazard on their parcel(s). The fire district maintains a sole source contract with R.E Badger & Son Inc. to bring specifically identified parcels into compliance pursuant to the **Rancho Santa Fe Fire Protection District's Ordinance No. 2022-02**.

Upon notification by the fire district, property owners are required to remove the weeds, dead and dying vegetation, rubbish, trim trees, skirt palm trees and maintain the parcel in accordance with the fire district's ordinance. Should the property owner fail to comply within the specific sequential timelines noted on the hazard notifications, the fire district will approve and authorize the private contractor to abate the parcel to achieve compliance with the Rancho Santa Fe Fire Protection District's Ordinance. Those property owners, who are non-compliant, will receive an invoice for all Board approved costs and fees that were required to abate their parcel(s). Payment to the Fire District is required within 30 days of the invoice date.

CURRENT SITUATION:

This year, a large percentage of property owners who received notices willingly complied within the time allowed; however, some parcels were ordered cleared by the fire district using the private contractor. Once the Board of Directors approves the abatement fees at a regularly scheduled Board of Directors meeting, administrative staff invoice the non-compliant property owner(s) requesting payment in full within 30 days of the invoice date.

Following is the list of non-compliant property owner(s). The list will be publicly posted a minimum of (3) three days prior to the public hearing:

Parcel Number	Board Approval Date	RSF Invoice Date	Total Cost
APN 267-080-38-00	March 20, 2024	March 21, 2024	\$25,413.67
APN 305-020-35-00	May 15, 2024	May 17, 2024	\$17,064.00
Total:			\$39,657.67

Staff will be requesting Board approval for the non-compliant property owner(s) listed above, who failed to pay the fire district invoice within 30 days of their invoice date, to be placed on the special assessment list.

The fire district attempts to work with the property owner prior to any forced abatement. If forced abatement is required, the administrative staff attempts to seek reimbursement prior to requesting board action authorizing the special assessment for weed abatement.

The County reimburses the Fire District for all charges and will include the charges on the property owner's next property tax bill(s).

Attachment:

1. Weed Abatement Special Assessment List

Rancho Santa Fe Fire Protection District

Weed Abatement Special Assessment List

To be sent to the County of San Diego as a special assessment on property taxes unless paid by **July 31, 2024.**

PARCEL NUMBER	COST TO ABATE	ADMINISTRATIVE FEE	TOTAL
267-080-38-00	\$13,315.00	\$12,098.67	\$25,413.67
305-020-35-00	\$16,270.00	\$794.00	\$17,064.00

Sarah Montagne
Board Clerk
Board of Directors





PRELIMINARY

BUDGET

FY25

RANCHO SANTA FE FIRE PROTECTION DISTRICT

PO BOX 410 | RANCHO SANTA FE | CA | 92067



JUNE 2024

Exhibit A

Rancho Santa Fe Fire Protection District FY25 Preliminary Budget

	FY 24 YTD Actuals 5/30/2024	FY 24 Final Budget	FY 25 Proposed Budget	\$ Budget increase (decrease)	% Budget Variance
GENERAL FUND					
REVENUE					
Property Taxes	\$ 15,839,376	\$ 16,237,974	16,777,896	539,923	3%
Special Tax	1,802,814	1,701,212	1,759,871	58,660	3%
Interest Income	419,323	221,360	327,965	106,605	48%
Tower Lease Agreements	163,727	179,002	184,347	5,345	3%
Fire Prevention Fees	344,243	320,000	325,000	5,000	2%
Grant Revenue	110,499	-	-	-	0%
Rental Income	283,187	302,181	311,246	9,065	3%
Other Revenues	857,197	730,154	740,295	10,141	1%
TOTAL REVENUE	19,820,365	19,691,883	20,426,622	734,739	4%
EXPENSE					
Salaries and Benefits					
Salaries	7,966,469	8,731,823	10,075,613	1,343,790	15%
Overtime	1,817,121	2,122,654	2,000,000	(122,654)	-6%
Management Incentive Payment	14,660	-	72,393	72,393	0%
Annual Leave Payout	-	-	-	-	0%
Classic Safety	1,604,111	1,213,635	1,382,824	169,189	14%
Classic Non-Safety	41,098	48,891	44,133	(4,758)	-10%
PEPRA Safety	466,035	394,979	471,519	76,540	19%
PEPRA Non-Safety	41,437	51,811	76,925	25,114	48%
Payroll Taxes	172,800	193,555	239,434	45,879	24%
UAL - Normal	787,903	788,000	800,000	12,000	2%
UAL - ADP (Additional Payment)	697,591	697,591	1,000,000	302,409	43%
Workers' Comp Insurance	345,732	500,000	500,000	-	0%
Uniforms	37,181	45,000	38,000	(7,000)	-16%
Health Insurance	1,288,916	1,175,917	1,633,498	457,581	39%
HRA (Funded & Active)	772,205	490,000	484,400	(5,600)	-1%
Retiree Health Expense	8,242	7,000	15,000	8,000	114%
Total Salaries & Benefits	16,061,501	16,460,857	18,833,738	2,372,881	14%
Operations Expenses					
Dispatch Services	239,684	245,000	220,000	(25,000)	-10%
Structures & Grounds	195,852	263,400	300,000	36,600	14%
Fuel	97,852	111,000	106,000	(5,000)	-5%
Apparatus	246,976	305,000	321,500	16,500	5%
Materials & Equipment	837	5,000	5,000	-	0%
Liability Insurance	127,180	125,000	125,000	-	0%
Utilities	328,289	477,000	389,000	(88,000)	-18%
Repairs & Maintenance	22,313	25,400	25,400	-	0%
Firefighting Equipment	187,818	299,000	432,400	133,400	45%
Kitchen & Janitorial Supplies	22,653	29,000	38,000	9,000	31%
Grant Expenses	106,643	-	-	-	0%
SCBA Equipment	11,219	22,500	23,200	700	3%
Small Tools & Minor Equip	1,034	5,100	5,000	(100)	-2%
Hazmat Disposal & Permits	12,609	15,900	12,000	(3,900)	-25%
Emer Incident Meals & Misc	19,493	10,000	30,000	20,000	200%
Communication	81,921	110,300	116,300	6,000	5%
Total Operations Expenses	1,702,371	2,048,600	2,148,800	100,200	5%
General & Administration Expenses					
County Admin Costs	319,174	270,000	290,000	20,000	7%
Computer Materials & Service	51,539	80,400	101,000	20,600	26%
Professional Services	346,961	223,100	141,100	(82,000)	-37%
Legal Services	84,512	100,000	148,000	48,000	48%
Professional Development	62,466	110,000	80,000	(30,000)	-27%
Formal Education	3,380	20,000	20,000	-	0%
Physicals & Wellness Program	71,830	165,000	115,000	(50,000)	-30%
Memberships & Subscriptions	75,605	70,653	73,000	2,347	3%
Meetings & Travel	6,252	15,000	10,000	(5,000)	-33%
Training Materials	18,782	17,000	26,500	9,500	56%
Office Expense	56,111	62,900	62,900	-	0%

Exhibit A

Rancho Santa Fe Fire Protection District FY25 Preliminary Budget

	FY 24 YTD Actuals 5/30/2024	FY 24 Final Budget	FY 25 Proposed Budget	\$ Budget increase (decrease)	% Budget Variance
LAFCO Assessment Fee	9,970	9,971	10,970	999	10%
Admin Fees	14,805	16,000	16,000	-	0%
Advertising & Legal Notices	1,525	5,000	5,000	-	0%
Personnel Recruitment	3,711	5,000	5,000	-	0%
Community Relations	-	-	-	-	0%
Board Election	-	-	27,000	27,000	0%
Total General & Admin Expenses	1,126,624	1,170,024	1,131,470	(38,554)	-3%
TOTAL EXPENSE FROM OPERATIONS	18,890,497	19,679,480	22,114,008	2,434,528	12%
NET REVENUE / (EXPENSE) BEFORE CAPITAL	\$ 929,868	\$ 12,402	\$ (1,687,387)	\$ (1,699,789)	
Capital					
Capital - Facilities	165,233	471,300	329,000	(142,300)	-30%
Capital - Apparatus	679,207	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	900,675	1,275,300	529,000	(746,300)	-59%
GENERAL FUND NET REVENUE / (EXPENSE)	\$ 29,194	\$ (1,262,898)	\$ (2,216,387)	\$ (953,489)	
FIRE MITIGATION FUND					
REVENUE					
Mitigation Fees	576,102	-	550,000	550,000	0%
Interest Income	41,149	22,000	22,000	-	100%
Total Revenue	617,251	22,000	572,000	550,000	2806%
Capital					
Capital Outlay	-	-	-	-	0%
Total Capital	-	-	-	-	0%
FIRE MITIGATION NET REVENUE / (EXPENSE)	\$ 617,251	\$ 22,000	\$ 572,000	\$ 550,000	

RESOLUTION No. 2024-08

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

WHEREAS, the Political Reform Act requires certain District Officials, specified in section 87200 of the California Government Code, to file economic disclosure forms ("Form 700") and abstain from making or participating in making governmental decision which have a reasonably foreseeable material effect on an economic interest; and

WHEREAS, the Rancho Santa Fe Fire Protection District approved an "Agency Conflict of Interest Code" as required by California Government Code on May 24, 2000; and

WHEREAS, the Fair Political Practices Commission ("FPPC") has adopted a regulation, California Code of Regulations, Title 2, division 6, Section 18730 (hereinafter "CCR 18730"), which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the FPPC after public notice and hearings to conform to amendments in the Political Reform Act.

WHEREAS, consistent with the biennial schedule established by the Fair Political Practices Commission for amending local conflict of interest codes, the District reviews and amends its local conflict of interest code every two years;

NOW, THEREFORE, the Board of Directors of the Rancho Santa Fe Fire Protection District does RESOLVE as follows:

1. Resolution No. 2023-08 is hereby repealed.
2. The Conflict of Interest Code for the Rancho Santa Fe Fire Protection District is hereby amended to read as follows:

CONFLICT OF INTEREST CODE FOR THE RANCHO SANTA FE FIRE PROTECTION DISTRICT

The Political Reform Act, Government Code §81000, et. seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission ("FPPC") has adopted a regulation, California Code of Regulations, Title 2, division 6, Section 18730 (hereinafter "CCR 18730"), which contains the terms of a standard conflict of interest code. After public notice and hearing the regulation may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and Appendix A and B, attached to this resolution and a part of it, designating officials, employees and consultants, and establishing disclosure categories, shall constitute the conflict of interest code of the Rancho Santa Fe Fire Protection District (District).

Individuals holding designated positions shall file their statements of economic interest directly with the Clerk of the Board of Supervisors via their current electronic filing system.

3. The Conflict of Interest Code for the Rancho Santa Fe Fire Protection District will become effective the date the Board of Directors approves this resolution.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on July 17, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

JAMES H ASHCRAFT
President

SARAH MONTAGNE
Board Clerk

APPENDIX A

DESIGNATED POSITIONS

<u>Titles</u>	Assigned Disclosure Category
Directors	1
Candidate for Board of Directors	1
Chief Officers, <i>including but not limited to</i>	
Fire Chief	1
Deputy Chief	1
Battalion Chief.....	3
Finance Manager	1
Executive Assistant/Board Clerk	1
Fire Marshal	1
Fire Prevention Personnel, <i>including but not limited to</i> :.....	
Deputy Fire Marshal.....	3
Fire Prevention Specialist.....	3
Community Risk Reduction Specialist	4

OTHER REPORTING REQUIREMENTS

Consultants (Defined in FPPC Regulation 18701(a)(2)

The positions of the following consultants presently Retained by the Agency:

Attorney(s)	1
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APPENDIX B

DISCLOSURE CATEGORIES OF REPORTABLE ECONOMIC INTERESTS

1. FULL DISCLOSURE

What to report? All investments and business positions in business entities, sources of income including gifts, loans and travel payments, and interests in real property.

What Form 700 schedules? All Schedules. (A through E)

2. DISTRICT-RELATED INCOME

What to report? All investments and business positions in business entities and sources of income including gifts, loans and travel payments if the source is of a type which provides, manufactures, or supplies services, supplies, materials, machinery or equipment of the type utilized by or subject to the review or approval of the district.

What Form 700 schedules? A, C, D, E

3. DISTRICT-RELATED INCOME, REAL PROPERTY

What to report? All investments and business positions in business entities and sources of income including gifts, loans and travel payments if the source is of a type which provides, manufactures, or supplies services, supplies, materials, machinery or equipment of the type utilized by or subject to the review or approval of the district and all interests in real property.

What Form 700 schedules? All Schedules (A through E)

4. DIVISION-RELATED INCOME (Administration, Operations, Prevention)

What to report? All investments and business positions in business entities and sources of income including gifts, loans and travel payments if the source is of a type which provides, manufactures or supplies equipment, supplies, material, services or machinery of the type utilized by or subject to the review or approval of the department in which that person is employed.

What Form 700 schedules? A, C, D, E

FORM 700 SCHEDULES – DESCRIPTION

Form 700

- Schedules A-1 Investments (Stocks, Bonds, and Other Interests (Ownership Interest is Less than 10%))
- Schedules A-2 Investments, Income and Assets of Business Entities/Trusts (Ownership Interest is 10% or Greater)
- Schedule B Interests in Real Property (Including Rental Income)
- Schedule C Income, Loans and Business Positions (Other than Gifts and Travel Payments)
- Schedule D Income – Gifts
- Schedule E Travel Payments, Advances and Reimbursements