



**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

September 18, 2024  
1:00 pm PT  
Regular Meeting

**Public Comment:** To submit a comment in writing, please email [Montagne@rsf-fire.org](mailto: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](http://www.rsf-fire.org).



# Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting

September 18, 2024

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

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

6. Consent Calendar
  - a. Board of Directors Minutes
    - Board of Directors Minutes of August 21, 2024  
ACTION REQUESTED: **Approve**

6. Consent Calendar
  - b. Receive and File
    - Monthly/Quarterly Reports for August 2024
      - (1) List of Demands Check 37995 thru 38111 and Electronic Funds Transfers (EFTs)

totaling:	\$ 437,500.26
Wire Transfer(s) totaling:	\$ 448,366.93
Payroll(s) totaling:	\$ <u>1,100,901.74</u>
TOTAL DISTRIBUTION	\$ 1,986,768.93
      - (2) Grant Recap
      - (3) Activity Reports – August 2024
        - (a) Operations
        - (b) Training
        - (c) Fire Prevention

ACTION REQUESTED: **Receive and File**

7. Public Comment

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



# Rancho Santa Fe Fire Protection District Board of Directors

## Regular Meeting

September 18, 2024

### 8. Ordinances/Resolutions

#### a. Resolution No. 2024-11

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. 2024-08.

ACTION REQUESTED: **Adopt**

#### b. Resolution No. 2024-12

To discuss and/or adopt a Resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Authorizing Investment of Monies in the Local Agency Investment Fund.

ACTION REQUESTED: **Adopt**

#### c. Resolution No. 2024-13

To discuss and/or adopt a Resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Authorizing Signers on District Bank Accounts.

ACTION REQUESTED: **Adopt**

#### d. Resolution No. 2024-14

To discuss and/or adopt a Resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Honoring Brian Slattery as Retiring Deputy Chief.

ACTION REQUESTED: **Adopt**

### 9. New Business

#### a. Purchase of Type 1 Engines

To discuss and/or authorize the Fire Chief to sign the proposal with Fire Apparatus Solutions to purchase two (2) Spartan ERV IPS Type 1 Engines. [Staff Report 24-28](#); [Exhibit A](#); [Exhibit B](#)

ACTION REQUESTED: **Authorize**

### 10. Oral Reports

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



# Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting

September 18, 2024

## 11. Adjournment

The next regular Board of Directors meeting to be held on October 16, 2024, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

## CERTIFICATION OF POSTING

I certify that on September 13, 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 September 13, 2024:

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Sarah Montagne  
Board Clerk

Rancho Santa Fe Fire Protection District  
Regular Board of Directors Meeting  
Minutes August 21, 2024



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

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

**Determination of a Quorum**

Quorum confirmed.

**Pledge of Allegiance**

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

**AB 2449 Approve Director's Request**

Director Hillgren's request for remote participation was granted.

**Roll Call**

Directors Present: Ashcraft, Malin, Tanner (1:12p), Hillgren (Virtual)

Directors Absent: Stine

Staff Present: Fire Chief Dave McQuead; Deputy Chief Brian Slattery; Fire Marshal Marlene Donner; Finance Manager Burgen Havens; Executive Assistant/Board Clerk Sarah Montagne; Battalion Chief Jim Mickelson; Accounting Specialist Gina Medina

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR ASHCRAFT, and CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

2. **Consent Calendar**

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to accept the consent calendar.

3. **Public Comment**

Thirteen (13) members of the public commented regarding the Elfin Forest/Harmony Grove Village South project.

4. **Public Hearings**

a. **Ordinance 2024-01**

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

No public comments received.

Rancho Santa Fe Fire Protection District  
Regular Board of Directors Meeting  
Minutes August 21, 2024



b. Final Budget FY25

To call for any taxpayer to appear and be heard regarding the increase, decrease or omission of any budget item, or for the inclusion of additional items prior to adoption by the Board of Directors.  
No public comments received.

5. Ordinance/Resolution

a. Ordinance 2024-01

To discuss and/or adopt Ordinance 2024-01 entitled An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection Adopting Fees for Services by Reference to The California Health and Safety Code Section 13916 and Section 13919 and Repealing Ordinance 2022-01.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN. MOTION CARRIED to adopt Ordinance 2024-01.

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

NAY: NONE

ABSENT: DIRECTOR STINE

ABSTAIN: NONE

b. Resolution 2024-10

To discuss and/or adopt a resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting the Final Budget for Fiscal Year 2024/2025. Following discussion, amended election cost, removed statement regarding \$1 million UAL – ADP, and updated budgeted tax revenue from 5% to 5.5%.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER. MOTION CARRIED to adopt Resolution 2024-10 with amendments to budget listed above.

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

NAY: NONE

ABSENT: DIRECTOR STINE

ABSTAIN: NONE

6. New Business

a. North Zone Master Automatic Aid Agreement

To discuss and/or authorize the Fire Chief to execute the *2024 North Regional Zone Master Interoperable Automatic Aid Agreement for Fire-Rescue Responses & Support Activities*.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER. MOTION CARRIED to authorize the Fire Chief to execute the *2024 North Regional Zone Master Interoperable Automatic Aid Agreement for Fire-Rescue Responses & Support Activities*.

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

NAY: NONE

ABSENT: DIRECTOR STINE

ABSTAIN: NONE

Rancho Santa Fe Fire Protection District  
Regular Board of Directors Meeting  
Minutes August 21, 2024



7. **Oral Reports**

a. **Fire Chief:**

*Fire Chief McQuead introduced new IT Specialist Tung Nguyen. Announced promotions of James Mickelson to Division Chief, Brian Salameh to Battalion Chief, Alex Trottier to Captain, and Alec Connolly to Engineer. Announced resignation of FFPM Robert Scott. Reported on extended apparatus wait times for delivery and increasing costs.*

b. **Operations:**

*Deputy Chief Slattery reported on deployment updates and significant local incidents. Chief Slattery reported on call volume.*

c. **Training:**

*Battalion Chief Bennett reported the burn room addition to the training tower is complete. The New Hire Academy is complete, and both new hires are now on the floor and doing well. Currently preparing for their 1st quarter testing and were also deployed to the Park Fire as part of 6848C. Department Review for Engineer and Captain promotions was completed on 07/24/24. First on the Scene class 07/27/24 was well attended at RSF2.*

d. **Fire Prevention:**

*Fire Marshal Donner reported on various plan reviews and projects. 140 plan reviews in queue, 102 completed. Plan for Accela to go live in December. Cubit is moving forward.*

e. **Finance:**

*Finance Manager Havens reported on the ongoing audit with the new team. Reported on CSMFO quarterly meeting and discussed Assessed Value. Discussed FY24 year-end numbers.*

f. **Board of Directors:**

i. **North County Dispatch JPA:**

*The next meeting on the 27<sup>th</sup> has been cancelled. Next meeting set for December.*

ii. **County Service Area – 17:**

*Discussed Financial Overview. Next meeting is Nov. 12<sup>th</sup> @ 4p.*

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

*Retired Chief Twohy reported they are interviewing a potential new Board member.*

iv. **Director Comments:**

Malin: Discussion regarding SD Union Tribune article regarding ECMO (Extracorporeal Membrane Oxygenation)

Ashcraft: No comment

Tanner: Appreciated thorough financial reports.

Hillgren: Reminder to fellow Board members of choking protocols.

8. **Adjournment**

*Meeting adjourned at 3:19pm*

Rancho Santa Fe Fire Protection District  
Regular Board of Directors Meeting  
Minutes August 21, 2024

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

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Sarah Montagne  
Executive Assistant/Board Clerk

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James H. Ashcraft  
President



Check No.	Amount	Vendor	Purpose
37995	\$2,248.92	Aair Purification Systems	BUILDING: RSF4
37996	\$168,731.86	Business Owner's Ins Agency	COMMERCIAL LIABILITY - AUTO
37997	\$1,276.45	Charter Communications Holdings LLC (Sp	UTILITIES: ADMIN, RSF4
37998	\$3,200.00	Cielo Village Partners LP	BUILDING: ADMIN
37999	\$3,160.00	City of San Marcos	PPE
38000	\$590.73	Cox Communications	UTILITIES: RSF3
38001	\$2,232.55	Direct Energy Business-Dallas	UTILITIES: RSF1
38002	\$132.80	Dish	UTILITIES: RSF6
38003	\$13,596.45	Eide Bailly LLP	CONSULTING SVCS - FINANCIAL
38004	\$5,368.29	Gregory Johnson DBA Johnson Equipment Co	CAPITAL - APPARATUS
38005	\$5,838.80	Guardian Life Insurance Co	MEDICAL/DENTAL INSURANCE
38006	\$837.40	Industrial Commercial Systems INC.	BUILDING: RSF2, RSF5
38007	\$525.00	K & M Pest Solutions	BUILDING; ADMIN, RSF1, RSF2, RSF3, RSF4, RSF5, RSF6
38008	\$1,796.86	L N Curtis & Sons Inc	PPE
38009	\$2,163.35	Liebert Cassidy Whitmore	LEGAL SERVICES
38010	\$4,800.00	Lindsay Vampola	CSA-17 CONTRACT
38011	\$9,000.00	Nigro & Nigro	ACCOUNTING/AUDIT SVCS
38012	\$1,413.00	Olivenhain Municipal Water District	UTILITIES: RSF2, RSF4
38013	\$1,440.00	PPE SOFTWARE LLC	PPE
38014	\$1,399.00	Public Sector HR Association (PSHRA)	TRAINING: ADMINISTRATION
38015	\$1,750.00	Roadone	TRAINING- MATERIALS/SUPPLIES
38016	\$1,462.50	Robert Half International	TEMPORARY STAFF EXPENSE
38017	\$2,698.85	SC Commercial LLC	FUEL/PROPANE
38018	\$30,273.14	U.S. Bank Corporate Payment Systems	CAL-CARD PROGRAM
38019	\$4,345.69	Verizon Wireless	CSA-17 CONTRACT, CELLULAR
38020	\$114.45	About Service Inc	APPARATUS/VEHICLES
38021	\$740.00	Accme Janitorial Service Inc	BUILDING: ADMIN
38022	\$385.00	Across the Street Productions	TRAINING: SUPPRESSION
38023	\$465.89	AT&T Calnet 2/3	UTILITIES: ADMIN, RSF1, RSF3
38024	\$1,306.00	Caselle INC.	COMPUTERS & PRINTERS
38025	\$3,170.00	County of SD/RCS	800 MHz NETWORK FEES
38026	\$2,490.00	E7 Systems LLC	CONSULTING SVCS - PREVENTI
38027	\$235.95	EAN Services, LLC	TRAINING: ADMINISTRATION
38028	\$592.13	EDCO Waste & Recycling Inc	UTILITIES: RSF5, RSF6
38029	\$9,672.88	Endsight LLC	CONSULTING SVCS - IT & POLICY
38030	\$120.00	Fitch Law Firm Inc	LEGAL SERVICES

Check No.	Amount	Vendor	Purpose
38031	\$477.66	Genuine Parts Company, Inc.	FUEL/PROPANE, APPARATUS/VEHICLES
38032	\$56.21	Griffin Hardware Co.	STATION SUPPLIES
38033	\$2,056.59	Home Depot INC	CAPITAL - APPARATUS
38034	\$258.00	Integrity Data	MEMBERSHIPS & SUBSCRIPTIONS
38035	\$13,509.59	Laerdal Medical Corp.	CSA-17 CONTRACT
38036	\$13,545.74	Lexipol LLC	ACCOUNTING/AUDIT SVCS
38037	\$316.35	Olivenhain Municipal Water District	UTILITIES: RSF3
38038	\$400.00	R.E. Badger & Son INC.	BUILDING: RSF6
38039	\$179.50	Race Telecommunications INC	UTILITIES: RSF1
38040	\$501.75	Rincon Del Diablo Municipal Water Distri	UTILITIES: RSF5
38041	\$877.50	Robert Half International	TEMPORARY STAFF EXPENSE
38042	\$120.00	RSF Mail Delivery Solutions	OFFICE EXPENSES
38043	\$603.38	Santa Fe Irrigation District	UTILITIES: RSF1
38044	\$4,335.93	SC Commercial LLC	FUEL/PROPANE
38045	\$1,701.60	SDG&E	UTILITIES: RSF6
38046	\$497.00	Streamline	WEBSITE
38047	\$2,455.06	TK Elevator Corporation	ELEVATOR
38048	\$3,756.71	Uniforms Plus	UNIFORMS
38049	\$6,335.91	VectorSolutions	MEMBERSHIPS & SUBSCRIPTIONS
38050	\$1,985.52	Waste Management Inc	UTILITIES: RSF1, RSF2, RSF3, RSF4
38072	\$30.00	AFSS -Southern Division	TRAINING: ADMINISTRATION
38074	\$135.00	B & B Appliance Service Dept	BUILDING: RSF1
38075	\$4,208.96	California PPE Recon Inc	PPE
38076	\$277.80	Charter Communications Holdings LLC (Sp	UTILITIES: ADMIN
38077	\$299.15	Endsight LLC	CONSULTING SVCS - IT & POLICY
38078	\$39.55	Griffin Hardware Co.	STATION SUPPLIES
38079	\$2,785.00	Industrial Commercial Systems INC.	BUILDING: RSF1, RSF3
38080	\$525.00	K & M Pest Solutions	BUILDING: ADMIN, RSF1, RSF2, RSF3, RSF4, RSF5, RSF6
38081	\$232.50	Liebert Cassidy Whitmore	LEGAL SERVICES
38082	\$853.38	Lincoln National Life Ins Co	LIFE INSURANCE
38083	\$609.18	Morris Mechanical	EQUIPMENT - MINOR
38084	\$1,761.92	North County EVS Inc	APPARATUS: REPAIR
38085	\$191.61	Olivenhain Municipal Water District	UTILITIES: RSF6
38086	\$3,161.78	Parkhouse Tire INC.	APPARATUS/VEHICLES
38087	\$877.50	Robert Half International	TEMPORARY STAFF EXPENSE
38088	\$50.00	RSF Security Inc	UTILITIES: RSF5

Check No.	Amount	Vendor	Purpose
38089	\$2,167.63	SC Commercial LLC	FUEL/PROPANE
38090	\$50.00	SDCTOA	MEMBERSHIPS & SUBSCRIPTIONS
38091	\$11,091.44	SDG&E	UTILITIES: ADMIN, RSF2, RSF4
38092	\$138.22	Shred it Stericycle	OFFICE EXPENSES
38093	\$6,440.00	Western Fire Protection	BUILDING: ADMIN, RSF1, RSF2, RSF3, RSF4, RSF5, RSF6
38094	\$4,854.85	A to Z Plumbing Inc	BUILDING: RSF1, RSF4
38095	\$6,668.49	Across the Street Productions	TRAINING: SUPPRESSION
38096	\$1,038.00	APCD	PERMITS
38097	\$1,711.00	C.A.P.F.	DISABILITY INSURANCE
38098	\$1,277.54	Charter Communications Holdings LLC (Sp	UTILITIES: ADMIN, RSF4
38099	\$3,200.00	Cielo Village Partners LP	BUILDING: ADMIN
38100	\$1,725.00	Coast to Coast Restoration, Inc	BUILDING: RSF6
38101	\$3,527.88	Direct Energy Business-Dallas	UTILITIES: RSF1
38102	\$120.80	Dish	UTILITIES: RSF6
38103	\$66.73	Griffin Hardware Co.	EQUIPMENT - MINOR
38104	\$5,967.05	Guardian Life Insurance Co	MEDICAL/DENTAL INSURANCE
38105	\$800.00	Joe's Paving Co., Inc.	CAPITAL - FACILITIES
38106	\$1,718.12	Olivenhain Municipal Water District	UTILITIES: RSF2, RSF4
38107	\$2,163.28	Parkhouse Tire INC.	APPARATUS/VEHICLES
38108	\$292.50	Robert Half International	TEMPORARY STAFF EXPENSE
38109	\$4,195.49	SC Commercial LLC	FUEL/PROPANE
38110	\$13,752.81	U.S. Bank Corporate Payment Systems	CAL-CARD PROGRAM
38111	\$3,951.16	Verizon Wireless	CSA-17 CONTRACT, CELLULAR
ACH Transfer	\$250.00	Alec Connelly	CSA-17 EMS RENEWAL
ACH Transfer	\$250.00	Samuel Stamy	CSA-17 EMS RENEWAL
ACH Transfer	\$250.00	Nicholas Schertzer	CSA-17 EMS RENEWAL
ACH Transfer	\$250.00	Abel Martinez	CSA-17 EMS RENEWAL
<b>Subtotal</b>	<b>\$437,500.26</b>		

Check No.	Amount	Vendor	Purpose
ACH Transfer	\$98,464.51	CalPERS - Health- August	
ACH Transfer	\$2,171.62	CalPERS - Health- August Directors	
ACH Transfer	\$244,125.45	CalPERS - July Retirement	
ACH Transfer	\$2,100.00	CalPERS - GASB 68 FY25	

## Rancho Santa Fe Fire Protection District

## List of Demands - August 2024

ACH Transfer	\$2,171.62	CalPERS - Health-September Directors
ACH Transfer	<u>\$99,333.73</u>	CalPERS - Health-September
<b>Subtotal</b>	<b>\$448,366.93</b>	

8/15/2024	\$355,272.87	RSF Fire Payroll
8/31/2024	<u>\$745,628.87</u>	RSF Fire Payroll
<b>Subtotal</b>	<b>\$1,100,901.74</b>	

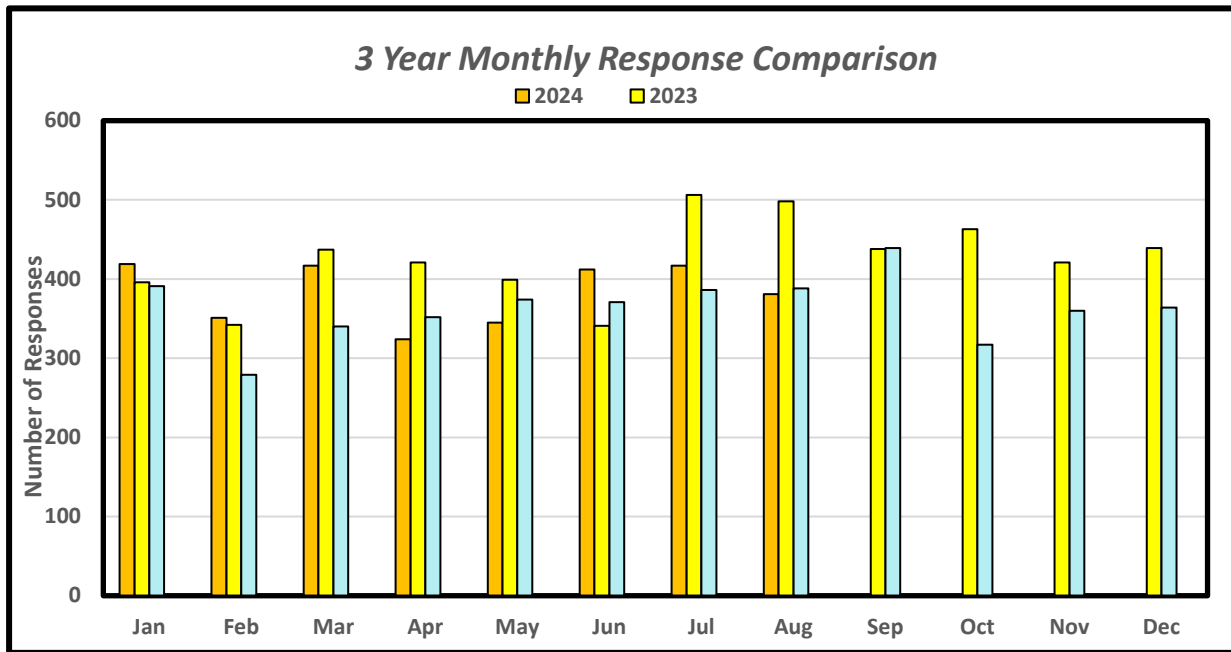
<b>TOTAL</b>	<b>\$1,986,768.93</b>
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# RSF Grant Re-Cap July 2024

Status	Date Submitted	Agency/Grantor Name	Description / Items Requested	Amount Requested	Total Received	Notes:
ACTIVE	9/30/2021	FEMA	Covid Forced Labor OT	\$ 93,084.25		RFI completed 8/2022. Under eligibility review.
ACTIVE	9/7/2021	UASI FY19	Rescue Systems 1	\$ 7,705.26		Audit Feedback recieved, working on correcting issues
ACTIVE		UASI FY21	Fresno Symposium & Rescue Systems 1	\$ 20,655.00		Submitted for Reimbursement
ACTIVE		UASI FY22	Fresno Symposium	\$ 15,000.00		Not seeking Reimbursement-No Symposium in FY22
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	\$20,338.00	Completed-Check received
ACTIVE		SHSGP FY23	2 Radios, MacBooks	\$ 17,080.00		Approved. Macbooks received, Radios ordered
ACTIVE		SHSGP FY24	Multigas Monitors	\$ 12,655.00		Application updated, amount reduced per County.
ACTIVE	1/10/2024	OTS FY24	Portable emergency scene lighting	\$ 26,471.40		Application submitted/Pending.
CLOSED	4/17/2024	SHSGP FY21	4 Radios	\$ 22,904.00	\$22,904.00	Completed-Check Received
CLOSED	5/15/2023	SD Regional Fire Foundation (County Supervisor Terra Lawson-Remer)	70 Wildland Brush Jackets	\$ 7,380.00		Approved. Jackets received from Fire ETC.
		RSF Fire Protection District General Fund	70 Wildland Brush Jackets	\$ 9,286.97		
CLOSED	5/15/2023	SD Regional Fire Foundation	E-Hydraulic Extrication Tools	\$ 5,000.00		Approved. Tools received from LN Curtis.
		County Supervisor Terra Lawson-Remer	E-Hydraulic Extrication Tools	\$ 20,000.00		
		RSF Fire Protection District General Fund	E-Hydraulic Extrication Tools	\$ 20,000.00		
CLOSED	1/30/2021	OTS	Struts, Airbags, Circ. Saw (Extrication)	\$ 15,181.23	\$ 15,181.23	Check received; Final Quarterly report provided to OTS. Process is officially closed.
CLOSED	6/1/2022	SD Regional Fire Foundation	Mental Health Program Support	\$ 3,000.00	\$ 3,000.00	Check received. Presentation given at prior Board Meeting. Process is officially closed.
CLOSED	3/11/2021	DEPT OF THE TREASURY (ARPA)	COVID-19 Recovery Funds	\$ 329,000.00	\$ 329,000.00	5/12: All documentation submitted to County & approved; Check received. Process is officially closed.
CLOSED	4/21/2023	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Scott Schieber accepted. Process is officially closed.
CLOSED	10/15/2021	CSDA (CA Special Districts)	COVID-19; Staffing and Supplies	\$ 6,163,371.00	\$ 1,154,981.00	Check received. Audit complete.
CLOSED	7/6/2022	UASI FY20	Training; L-954 Course	\$ 15,196.00	\$15,196.00	Approved 04/08/2022. Check Received 9/2023.
						Check received. Utilizing funds for Via Ambiente Roadway Clearance; Work completed and payment received.
CLOSED	5/12/2020	FEMA	Vegetation Management	\$ 18,000.00	\$ 17,000.00	
<b>RSF Fire District Foundation</b>						
	12/7/2021	RSF Foundation	Forcible Entry	\$ 8,905.00	\$ 8,905.00	(1) Multi-Force Door (Forcible Entry Door Simulator). 50/50 split with the District for pendants, cell guards for
	9/21/2021	RSF Foundation	GIA Wellness	\$ 8,537.50	\$ 8,537.50	Staff and harmonizers for each facility.
	8/19/2021	RSF Foundation	UVC Air Disinfecting	\$ 1,000.00	\$ 1,000.00	10 UVC LED Disinfecting Air Purifiers.
	8/19/2022	RSF Foundation (Sharon McDonald)	E-Hydraulic Extrication Tools	\$ 45,000.00	\$ 45,000.00	Completed.
	2/22/2023	RSF Foundation	Station 6 Improvements	\$ 203,000.00	\$ 203,000.00	Approved.
	4/1/2023	RSF Foundation (Sharon McDonald)	UTV/Radios	\$ 196,337.00	\$196,337.00	Approved. Items in Service.
	6/16/2023	RSF Foundation	RSF3 Barbecue	\$ 1,000.00	\$1,000.00	Approved. Items delivered.
						Approved. Item delivered. Ongoing purchases procured
	9/1/2023	RSF Foundation (Sharon McDonald)	Drone Program	\$ 50,000.00	\$50,000.00	as needed for Drone program.
	11/27/2023	RSF Foundation (Sharon McDonald)	TICs	\$ 25,000.00	\$25,000.00	Items delivered. Staff Report.
	12/18/2023	RSF Foundation	Blackstone Griddle - RSF1	\$ 399.00	\$399.00	Approved. Items received.
	5/3/2024	RSF Foundation	Specialized turf	\$ 21,849.00	\$ 21,849.00	Approved. Item received and installed
	5/3/2024	RSF Foundation	5-Decontamination units	\$ 16,501.00	\$ 16,501.00	Approved. Items recieved and Installed
	5/3/2024	RSF Foundation	RSF6 Parking lot improvement	\$ 29,551.90	\$ 29,551.90	Approved 50/50 Split with the district for Asphalt work
	5/3/2024	RSF Foundation	RSF2 Training Burn Prop Containers	\$ 12,000.00	\$ 12,000.00	Approved. Containers Installed
	5/3/2024	RSF Foundation	RSF6-50 Staking chairs for Community room	\$ 2,498.83	\$ 2,498.83	Approved
Change since previous re-cap						

# Rancho Santa Fe Fire Protection District Operations Report

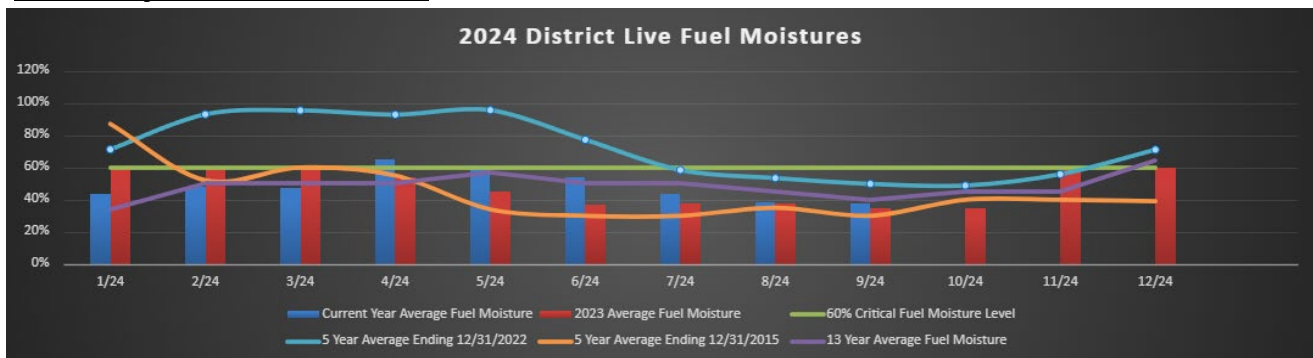
## September 2024



### 3 Year Call Volume Tracker:

2024		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	419	351	417	324	345	412	417	381					
YTD	419	770	1187	1511	1856	2268	2685	3066						
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

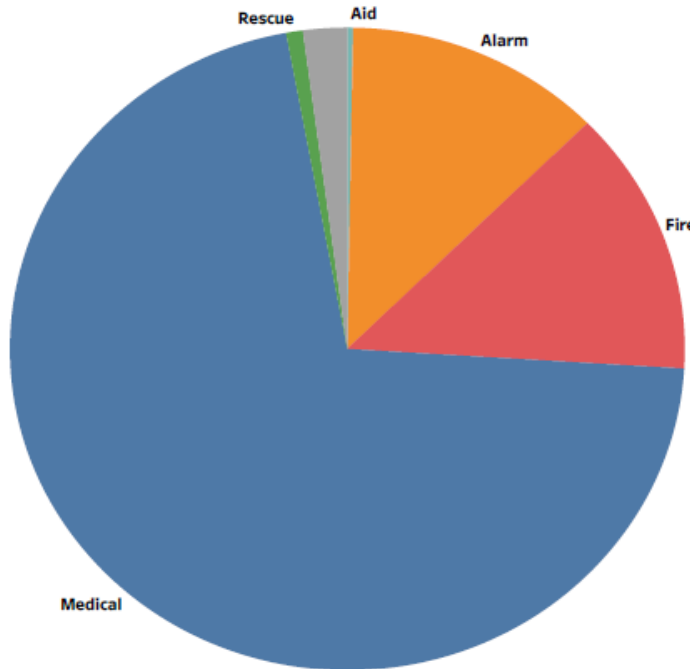
## September 2024

### Monthly Incidents

Assigned Incidents for RANCHO SANTA FE FPD  
August 2024

Agency  
RANCHO SANTA FE FPD

Month  
August 2024 to August 2024

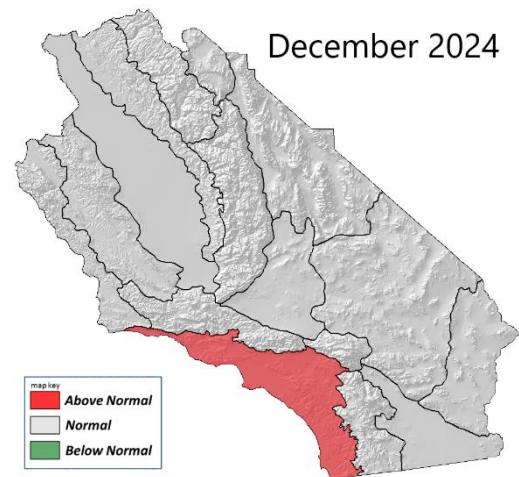
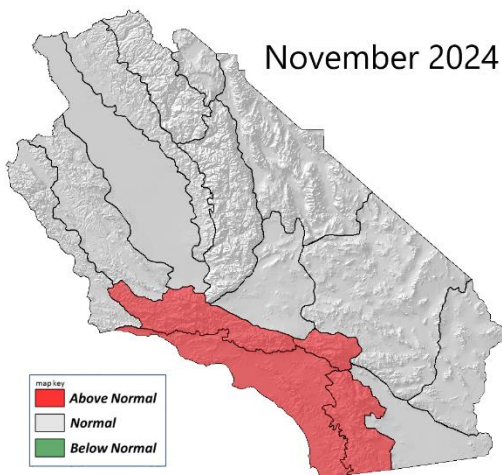
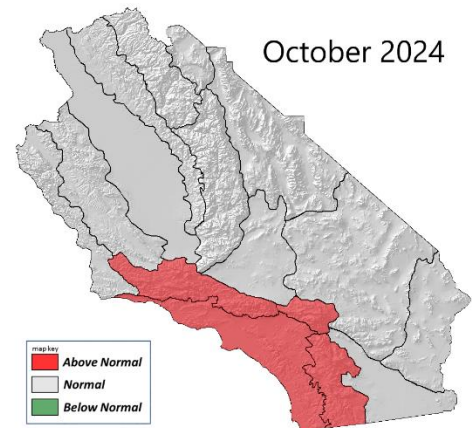


Problem Category	Count	Percentage
Aid	1	0.26%
Alarm	47	12.34%
Fire	51	13.39%
Medical	271	71.13%
Rescue	3	0.79%
Other	8	2.10%
<b>Grand Total</b>	<b>381</b>	<b>100.00%</b>

- Problem Category
- Aid
  - Alarm
  - Fire
  - Medical
  - Rescue
  - Other

### Significant Incidents:

Date:	Incident:	Units Assigned:
8/4/2024	Strike Team 6848C - Park Fire	OES 6309 (Type 3 Strike Team)
8/4/2024	STEN Leaders 6848C - Park Fire	BC Bennett & O’Gorman
8/7/2024	REMS Rescue Team - Park Fire	Capt Trottier & FFPM Ball
8/12/2024	Structure Fire - 1114 Via Mil Cumbres	B261, E261, E263, E264
9/4/2024	Trailer Fire - Del Mar Fairgrounds	B261, E261
9/5/2024	Railridge Fire- Grant Co. Oregon	Safety Officer - Captain Chapin



## September– December 2024 South Ops Highlights

- There is a moderate tilt in the odds towards above normal large fire potential from September through November for all areas shaded in red.
- There is a slight tilt in the odds towards above normal large fire potential across the South Coast for December due to the odds favoring a drier than normal fall season.
- 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 dead grass crop and thus a larger total fuel load than normal.
- Due to no areas of prolonged drought, larger live fuels (timber) are less susceptible to ignition than finer fuel.





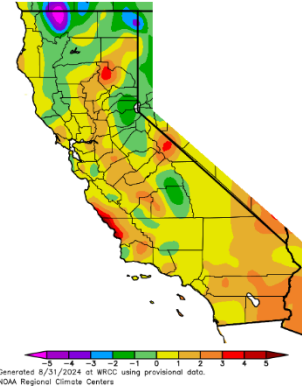
## Weather Discussion

A warm and dry pattern has persisted across central and southern California through August. Temperature anomalies generally ranged from 0F to 4F above normal for the overwhelming majority of the area (Fig 1). Most of the area saw less than 50% of the average August precipitation (Fig 2).

There are small localized areas of positive precipitation anomalies due to intermittent monsoonal moisture resulting in slow moving heavy shower and thunderstorms, however most of the region remained dry. Since the beginning of our water year (October 1<sup>st</sup>), most areas are remaining slightly to well above average due to an anomalously wet late winter and early spring (Fig 3).

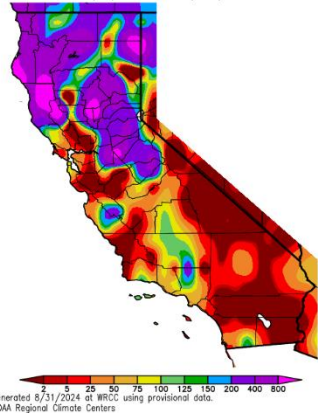
The El Niño Southern Oscillation (ENSO) currently remains in a neutral state due to the current transition from the El Niño to the La Niña state. Sea Surface Temperature (SST) Anomalies now range between 0.2°C and 0.4°C below normal in the equatorial Pacific (Fig 4).

Ave. Temperature dep from Ave (deg F)  
8/1/2024 – 8/30/2024



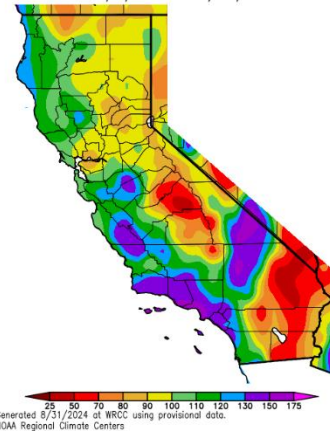
**Fig 1: August 1<sup>st</sup> – August 30<sup>th</sup> Temperature Departure from Average**

Percent of Average Precipitation (%)  
8/1/2024 – 8/30/2024



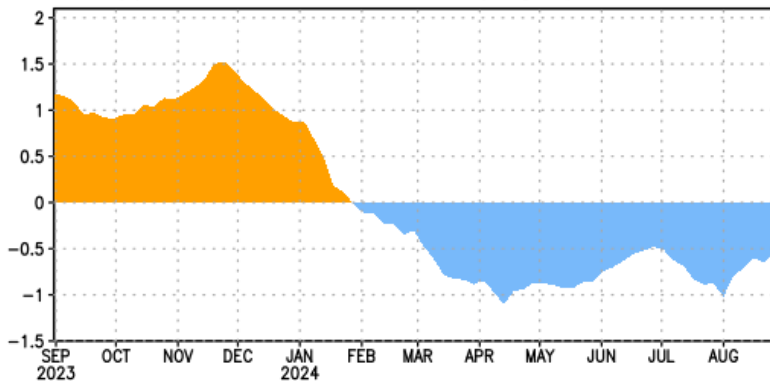
**Fig 2: August 1<sup>st</sup> – August 30<sup>th</sup> Precipitation (% of Ave.)**

Percent of Average Precipitation (%)  
10/1/2023 – 8/30/2024



**Fig 3: October 1<sup>st</sup> – August 30<sup>th</sup> Precipitation (% of Ave.)**

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



**Fig 4: Equatorial Pacific Upper-Ocean Heat Anomaly**

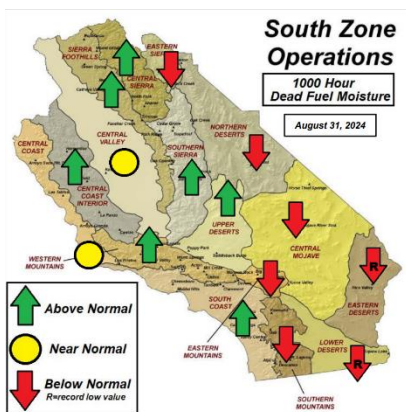
## Fuels Discussion

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

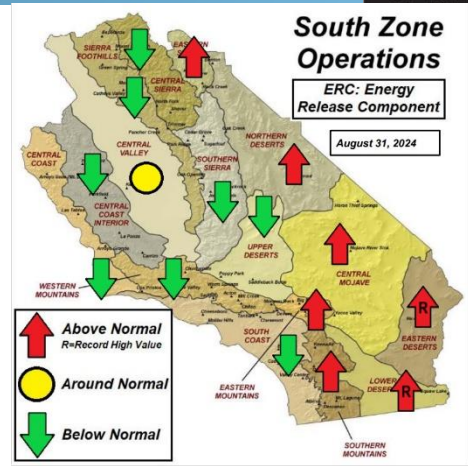
Fuels continue to remain dry across most of central and southern California. Latest analysis of the 1000-hr dead fuel moisture shows 7 out of 16 Predictive Services Areas (PSAs) have below normal 1000-hr dead fuel moisture (Fig 5). This can be attributed to the very dry conditions in July and August 2024 since 1000-hr fuels have the longest response time. Some indications show the fuels are less dry at the end of August than a month ago due to below normal Energy Release Components (ERCs) for much of the Sierra Mountain PSAs due to an uptick in monsoon activity over that portion of the region (Fig 6).

Live fuel however continued to dry across the area in August. Latest Los Padres Live Fuel Moisture values fell to near normal, while before ran significantly above normal (Fig 7). USDA Drought monitor shows zero areas in drought status across central and southern California, the only thing to note is some abnormally dry conditions (D0) in the Central Mojave, lower and eastern deserts (Fig 8).

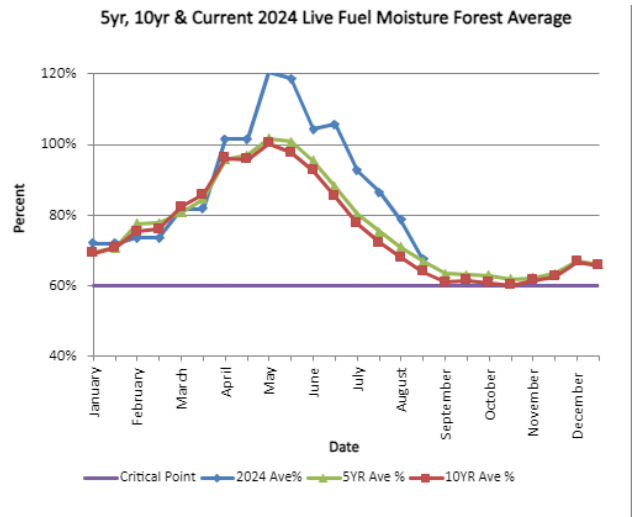
There continues to remain a large load of fine dead fuel as a result of the wetter than normal winter and spring months which resulted in a continued active fire season this year.



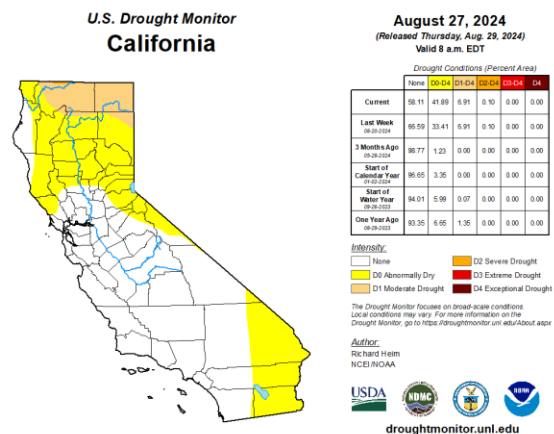
**Fig 5: 1000hr Dead Fuel Moisture by PSA Map**



**Fig 6: Energy Release Components by PSA Map**



**Fig 7: Los Padres NF Live Fuel Moisture from August 2024**



**Fig 8: USDA Drought Monitor August 27<sup>th</sup>**



## SOUTH OPS OUTLOOK

Current SST anomalies and climate models suggest the continued trend towards the La Niña state of ENSO (Fig 9 and Fig 10) which supports a warmer and drier pattern on average during the fall and winter months for central and southern California. This trend is also reflected in the past several runs of the various climate models. Due to the combination of weather and fuels, there is a moderate tilt in the odds towards above normal fire potential in the Sierra Foothills, Southern Sierra, Central Coast, Central Coast Interior, Western Mountains, Eastern Mountains, Southern Mountains and South Coast for September and near normal potential for everywhere else in the central and southern California region. There is a slight to moderate tilt in the odds for above normal fire potential towards the Western Mountains, Eastern Mountains, Southern Mountains and South Coast for October and November. For December, there is a slight tilt in the odds towards above normal fire potential for the South Coast due to an increasingly likely dry fall and a delayed start to the wet season.

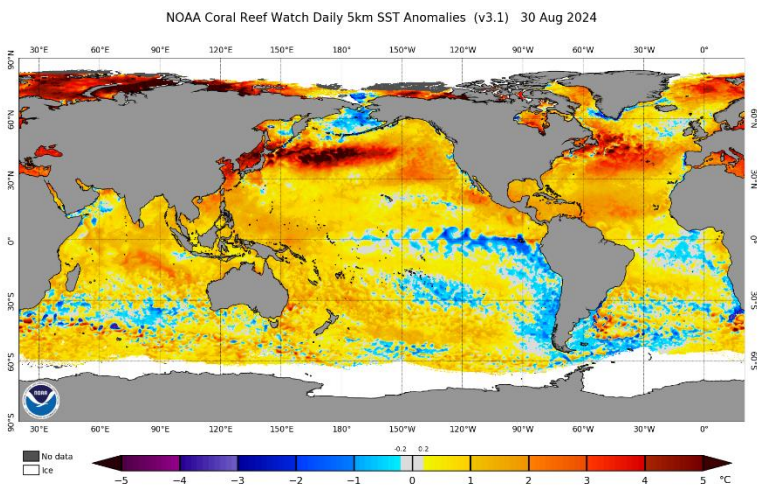


Fig 9: Sea Surface Temperature Anomaly, August 30th, 2024

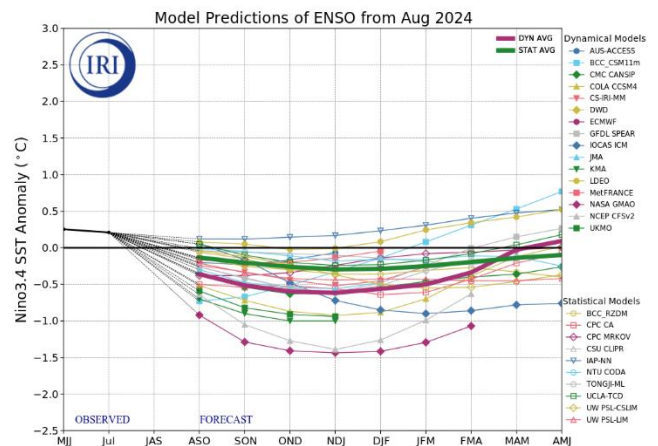
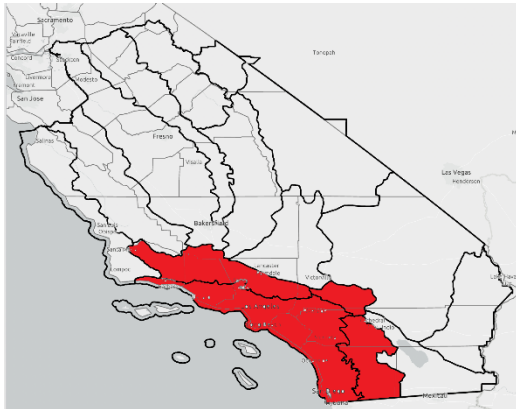
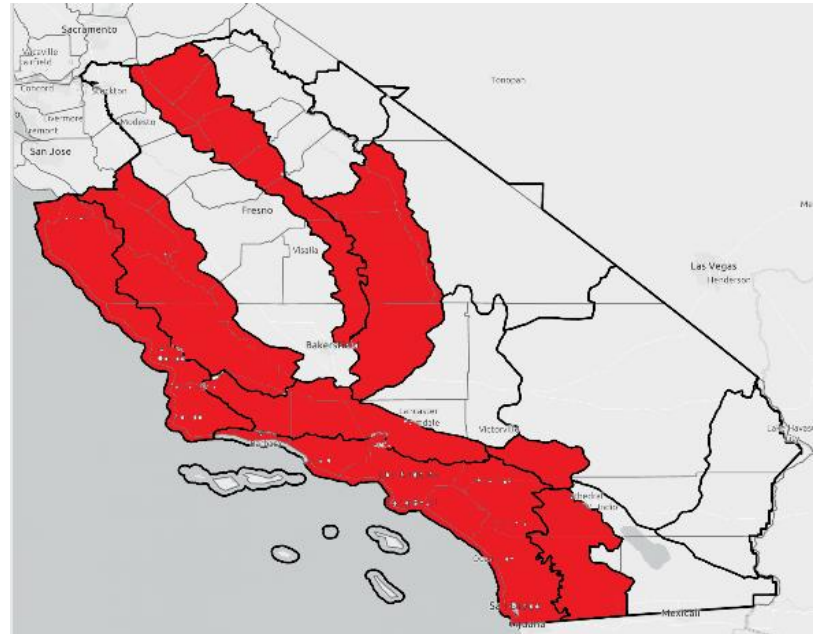


Fig 10: Climate Model Predictions of the El Niño Southern Oscillation

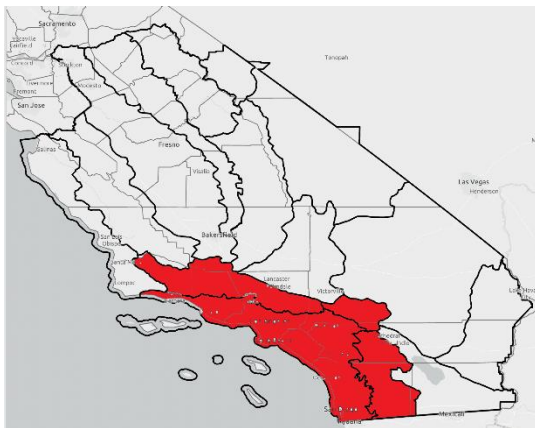
**Maps with Counties and Select Intel Links used in the forecast**



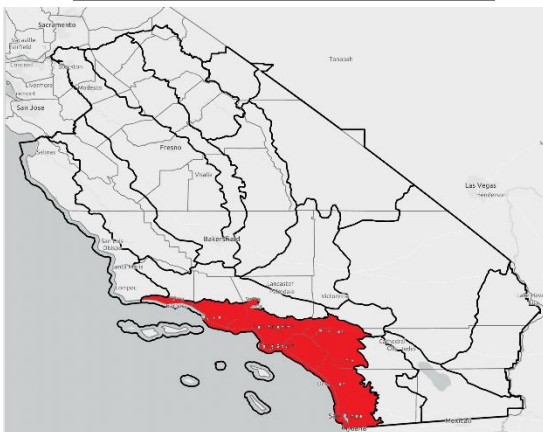
October 2024



September 2024



November 2024



December 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](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>



# Monthly Live Fuel Moisture Summary Report

September 2024

## Data Summary

created by [david.gabaldon@fire.ca.gov](mailto:david.gabaldon@fire.ca.gov)

Fuel moistures are trending down normally for this time of year. There was a slight cooling trend this month. Warner Springs September Old Growth average of 58.92 had risen from the prior month which was 49.21. September reading appear correct. It is unclear at this time for the reason of that increase. (See charts below for further details).

Location	Sample	6/6/2024	7/1/2024	8/7/2024	8/29/2024	Date	Date	Date	Date	Date	Date	Date
Rainbow Camp Battalion 1	New	118.24	No Data	74.70	71.09							
	Old	77.61	No Data	70.31	68.62							
	<b>AVG</b>	<b>97.93</b>	<b>No Data</b>	<b>72.51</b>	<b>69.86</b>							
Warner Springs Battalion 5	New	130.23	No Data	65.63	60.22							
	Old	73.59	No Data	49.21	58.92							
	<b>AVG</b>	<b>101.91</b>	<b>No Data</b>	<b>57.42</b>	<b>59.57</b>							
Mt. Woodson Battalion 8	New	No Data	No Data	70.20	59.26							
	Old	No Data	No Data	60.56	48.36							
	<b>AVG</b>	<b>No Data</b>	<b>No Data</b>	<b>65.38</b>	<b>53.81</b>							
White Star Battalion 4	New	100.62	No Data	62.60	60.35							
	Old	64.12	No Data	49.79	51.05							
	<b>AVG</b>	<b>82.37</b>	<b>No Data</b>	<b>56.20</b>	<b>55.70</b>							
Potrero Battalion 3	New	No Data	No Data	63.27	61.92							
	Old	No Data	No Data	58.08	51.58							
	<b>AVG</b>	<b>No Data</b>	<b>No Data</b>	<b>60.68</b>	<b>56.75</b>							

**Critical Live Fuel Moisture threshold for Chamise = 60%**  
**Sustained, fast spreading, high intensity wildfires can occur below this threshold**

## Monthly/Seasonal Outlooks, Southern California: August-November

### Fuels Discussion

**A Fuels and Fire Behavior Advisory is currently in effect for central and southern California for areas under 3,000ft.**

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

Live fuel moisture values have decreased considerably over the past couple of months. The latest 2024 average for Los Padres National Forest shows values around 85%. Given the hot and dry July, any fuels that are still live at this point are larger fuels such as larger brush and timber fuels since fine fuels and grasses have cured. Latest USDA Drought Monitor shows zero areas in drought across central and southern California. Overall, fuels remain more susceptible than normal combined with an anomalously large load of fine fuels at elevations below 3000ft.

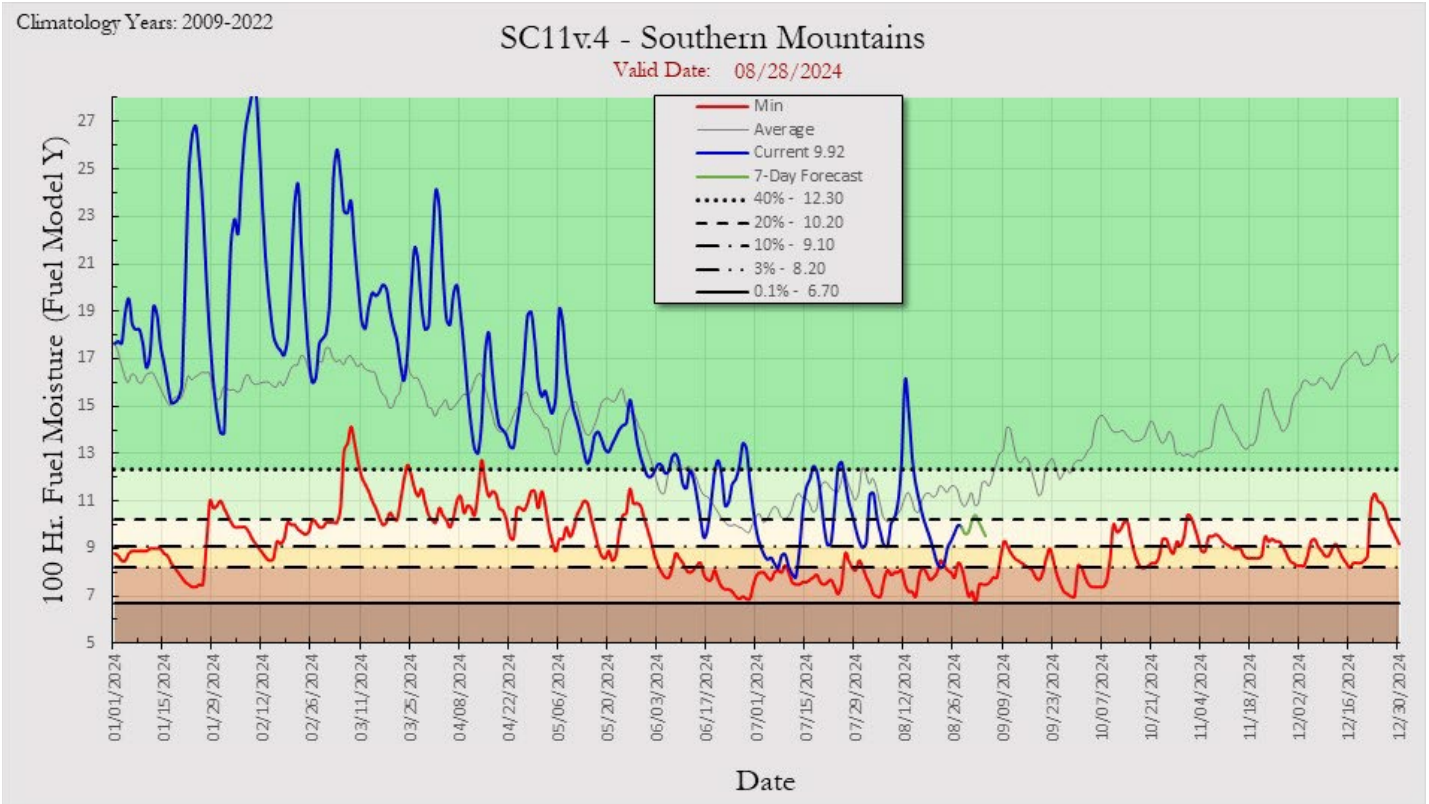
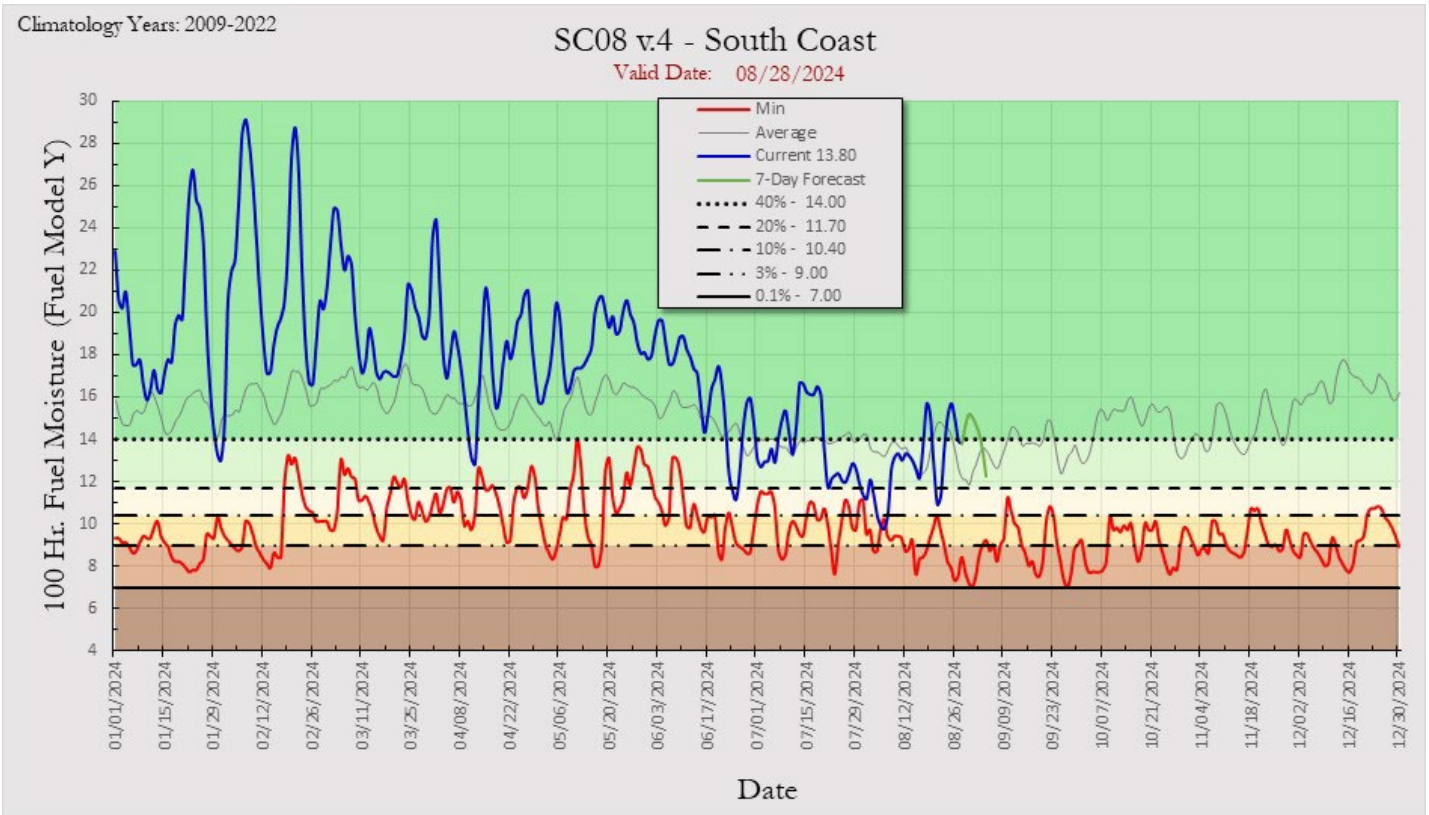
(Predictive Services/Southern CA Geographic Coordination Center, Issued July 28, 2024

<https://gacc.nifc.gov/oscc/predictive/outlooks/myfiles/assessment.pdf>

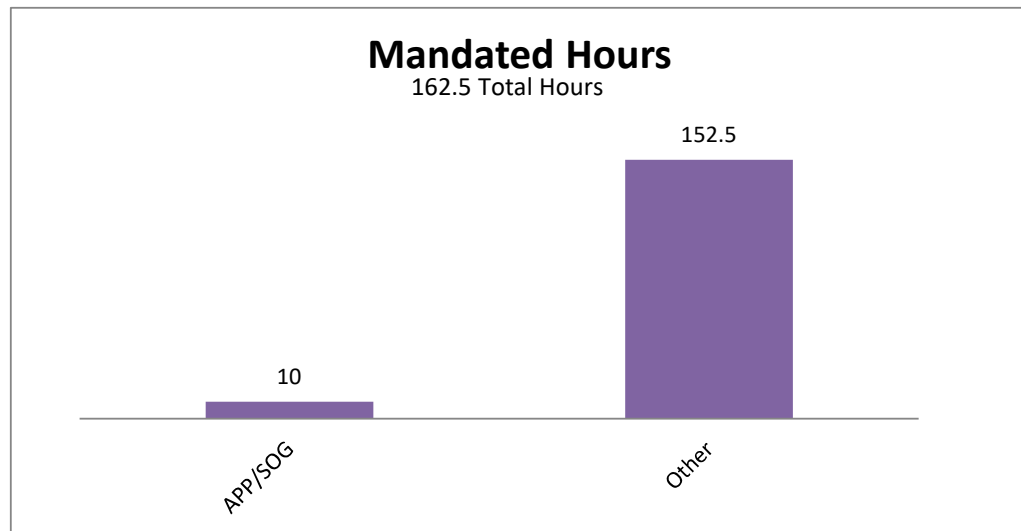
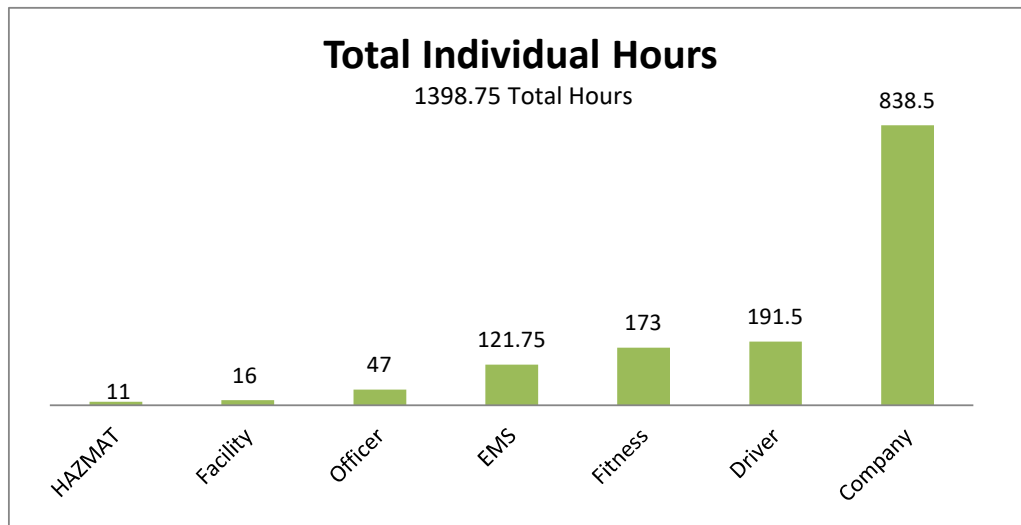
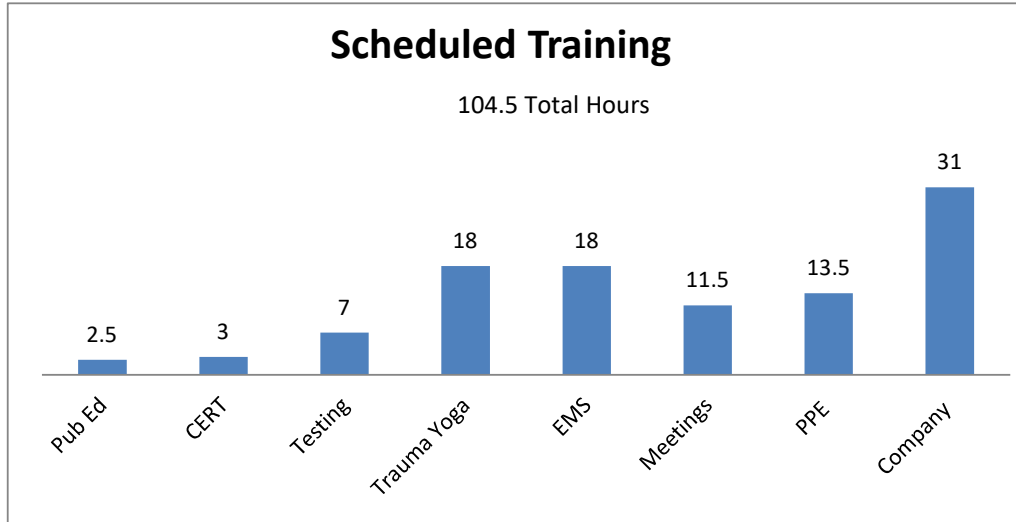




100 Hr. Fuel Moisture Local Predictive Service Areas, September, 2024



## Training Division August 2024



See next page for descriptions.

<b>Totals by Type</b>	<b>Plan Reviews</b>	<b>Inspections</b>
Remodel	4	1
Residential Construction	16	11
Addition	7	3
ADU	6	0
Commercial Construction	11	0
Commercial T.I.	1	3
Tents/Special Events	4	3
Rack Storage	0	0
Preliminary	10	0
Fire Suppression Systems	4	0
Alarms	7	5
Landscaping	10	2
Grading/Mylars/Improvement	0	0
Underground	3	7
Hood System	0	0
Tanks	0	0
Cell Sites	2	1
DPLU	0	0
ESS/Solar	3	0
High Piled Storage	0	0
High Hazard/Communications/Other	0	0
Spray Booth	0	0
FPP	0	0
Technical Reports	0	0
Gates/Knox	0	2
Site Visit	0	5
Annual Inspection	0	7
DSS Liscensing	0	0
AB38	0	6
<b>Total Plan Reviews</b>	<b>88</b>	
<b>Total Inspections</b>	<b>56</b>	
<b>SQFT Reviewed (No Mit Fees)</b>	<b>85891</b>	
<b>Approved SQFT (Mit Fees)</b>	<b>124723</b>	
<b>Total SQFT Reviewed</b>	<b>210614</b>	

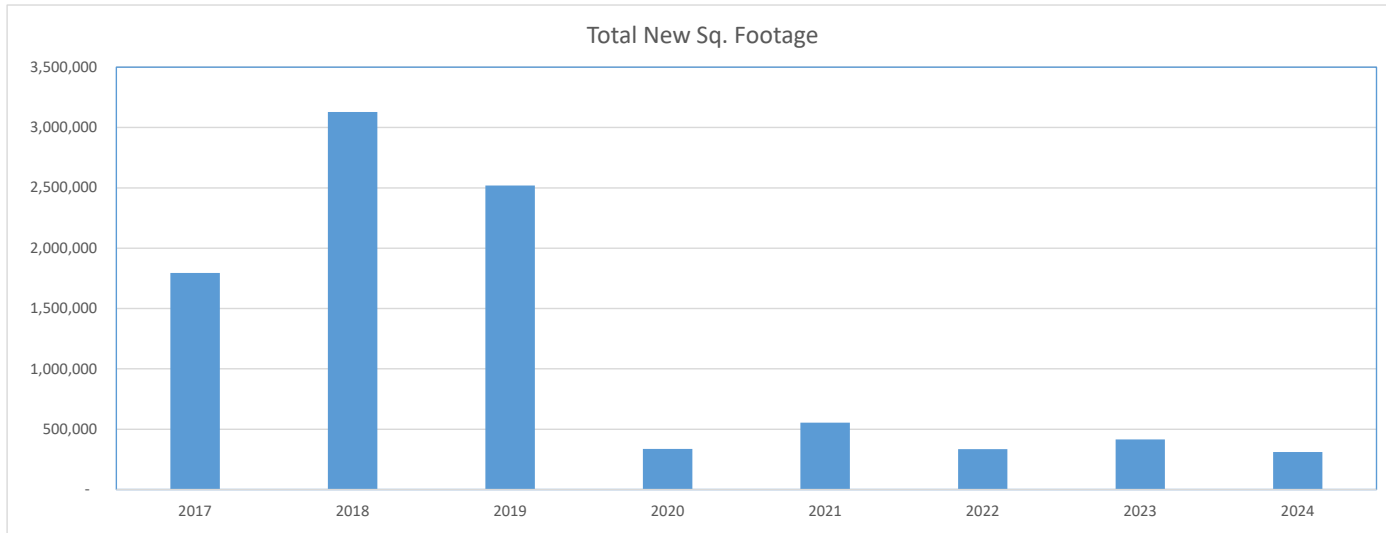


<b>FIRE PREVENTION ACTIVITIES</b>	
Investigations	-
Public Education/Community Outreach	-
Special Project	2
Meetings	86
Training Hours	3
<b>TOTAL</b>	<b>91</b>

<b>WEED ABATEMENT</b>	
<b>Activity</b>	<b># of Inspections</b>
Weed Abatement Inspection	30
Weed Abatement Reinspection	13
1st Notice	100
Final Notice	5
Posting	-
Notices Printed	246
Abated	11
Forced Abatement	2
<b>TOTAL</b>	<b>407</b>

<b>OFFICE SUPPORT</b>	
<b>Activity</b>	<b># Completed</b>
Phone Calls	401
Correspondence	5,692
Walk in/Counter	1,351
Knox Application Request	232
Burn Permits	14
Plans Accepted/Routed	-
Special Projects	87
Scanning Documents/Electronic Files	1
Meetings: Admin/Prevention/Admin Shift	41
Post Office Runs	-
Deposit Runs/Preparations	-
<b>TOTAL</b>	<b>7,819</b>

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	311,758

**Total New Square Footage Only**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2020</b>	29,226	41,043	38,102	25,751	38,400	7,290	16,516	15,384	77,848	15,070	22,529	9,740
<b>2021</b>	29,808	23,298	50,000	29,760	7,104	19,361	24,413	1,794	33,357	106,768	99,103	129,407
<b>2022</b>	42,895	14,666	32,871	8,805	39,325	42,871	18,679	21,916	23,981	18,782	46,658	22,365
<b>2023</b>	18,185	62,584	62,584	26,121	29,280	19,320	35,530	43,154	6,591	32,907	30,062	49,212
<b>2024</b>	34,014	12,126	27,634	32,019	47,195	12,864	21,183	124,723				

**Comparison Total Reviewed Square Footage**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>2019</b>	240,861	691,306	274,736	307,024	412,556	248,869	287,395	424,065	250,518	742,439	440,335	137,995
<b>2020</b>	40,748	86,593	145,794	76,506	54,651	42,950	47,950	91,532	163,417	127,963	59,192	47,677
<b>2021</b>	90,462	89,135	111,456	98,218	118,557	151,000	203,116	254,055	312,253	204,313	171,023	137,116
<b>2022</b>	128,254	204,226	162,816	250,473	176,018	115,972	27,777	130,623	261,094	319,242	219,859	243,944
<b>2023</b>	212,285	345,997	283,413	401,980	136,835	240,963	144,320	111,107	46,952	98,828	211,622	250,663
<b>2024</b>	188,103	90,004	176,084	148,134	110,743	49,134	130,763	210,614				

## **RESOLUTION No. 2024-11**

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. 2024-08

**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. 2024-08 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 September 18, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

JAMES H ASHCRAFT  
President

---

SARAH MONTAGNE  
Board Clerk

APPENDIX A

**DESIGNATED POSITIONS**

<b><u>Titles</u></b>	<b>Assigned Disclosure Category</b>
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

**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
--	---

## 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

**RESOLUTION No. 2024-12**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

**WHEREAS**, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, the Rancho Santa Fe Fire Protection District Board of Directors hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the district.

**NOW THEREFORE, BE IT RESOLVED**, that the Rancho Santa Fe Fire Protection District Board of Directors hereby authorizes the deposit and withdrawal of district monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

**BE IT FURTHER RESOLVED**, as follows:

Section 1. The following Rancho Santa Fe Fire Protection District officers holding the title(s) specified hereinbelow or their successors in office are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

Dave McQuead – Fire Chief	Signature _____
Burgen Havens – Finance Manager	Signature _____
James Mickelson – Deputy Chief	Signature _____
Marlene Donner – Fire Marshal	Signature _____
James Ashcraft – President	Signature _____

Section 2. This resolution shall remain in full force and effect until rescinded by the Board of Directors by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer’s Office.

**PASSED AND ADOPTED**, by the Board of Directors of Rancho Santa Fe Fire Protection, in San Diego County of State of California on September 18, 2024, by the following vote:

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

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JAMES H ASHCRAFT  
President

ATTEST:

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SARAH MONTAGNE  
Board Clerk



## RESOLUTION No. 2024-13

### A RESOLUTION OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS AUTHORIZING SIGNERS ON DISTRICT BANK ACCOUNTS

**WHEREAS**, the Rancho Santa Fe Fire Protection District (hereafter "RSFFPD") has authorized the payment of accounts payable, payroll, workers compensation, and acceptance of credit cards and grant funding in accordance with District policy; and

**WHEREAS**, it was necessary to establish a local interest-bearing checking accounts as a depository in accordance with State of California Government Code section 53667, and as a clearing account for the processing of accounts payable, payroll, workers compensation, and the receipt of monies for payment of services and grants; and

**WHEREAS**, Rancho Santa Fe Fire Protection District, in accordance with board policy requires two signatures for all checks remitted.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Rancho Santa Fe Fire Protection District the following:

- 1) The RSFFPD shall, as required, transfer funds from the County of San Diego Treasurer to the Agency's banking accounts as provided herein.
- 2) The RSFFPD shall, as required, transfer funds to the established checking accounts for the following:
  - a) Payroll – California Bank & Trust, Encinitas, California, branch as a depository
  - b) Accounts Payable – Banc of Cal, Rancho Santa Fe, California, branch as a depository
  - c) Credit Card – Bank of America, Rancho Santa Fe, California branch as a depository
  - d) Workers Comp – Bank of America, Rancho Santa Fe, California branch as a depository
  - e) Savings – Bank of America, Rancho Santa Fe, California branch as a depository
  - f) Investment – California State Treasurer, Local Agency Investment Fund (LAIF)
  - g) Investment – Cal Trust, a Public Agency
  - h) Investment – CA Class, a joint powers authority
  - i) BPAS - California Bank & Trust, Encinitas, California, branch as a depository
- 3) The RSFFPD shall, as required, transfer funds to and from the following investment accounts.
- 4) Any two of the personnel listed on "Exhibit A" must sign all checks and/or requests for transfers on behalf of Rancho Santa Fe Fire Protection District.
- 5) The RSFFPD will perform monthly bank account reconciliations in accordance with sound accounting principles and practices.
- 6) The signatories listed in this resolution (Exhibit A), shall become effective **September 19, 2024**.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on **September 18, 2024**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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JAMES H. ASHCRAFT  
President

ATTEST:

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SARAH MONTAGNE  
Board Clerk

*EXHIBIT "A"*

Dave McQuead  
Fire Chief

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Signature

Burgen Havens  
Finance Manager

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Signature

James Mickelson  
Deputy Chief

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Signature

Marlene Donner  
Fire Marshal

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Signature

## RESOLUTION No. 2024-14

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT HONORING BRIAN SLATTERY AS RETIRING DEPUTY CHIEF

**WHEREAS**, Deputy Chief Brian Slattery began his service with the Rancho Santa Fe Fire Protection District on March, 20, 2003; and will retire from the District on November 1, 2024; and

**WHEREAS**, Deputy Chief Brian Slattery has been an invaluable employee of the District for 22 years promoting through the ranks of Firefighter/Paramedic, Engineer, Captain, Battalion Chief and Deputy Chief; and

**WHEREAS**, Deputy Chief Brian Slattery has been a committed and dedicated public servant and has worked tirelessly and cooperatively to promote the safety and well-being of the citizens of Rancho Santa Fe and surrounding communities; and

**WHEREAS**, Deputy Chief Brian Slattery distinguished himself by responding to several large scale disasters, helping to protect the citizens of the District, the County of San Diego, and State of California, most notably being the 2003 Cedar Fire, 2007 Witch Creek Fire, 2014 Bernardo Fire, 2021 Dixie Fire, and 2021 Bootleg Fire in Oregon; and

**WHEREAS**, Deputy Chief Brian Slattery has been an invaluable member to the District, being actively involved in helping the District achieve its mission by serving on the fire district's values committee for the strategic plan, Operations Committee, renovating fire station 6, North Zone Operations, North Zone Communications, implementing the WATER incident reporting platform, as Strike Team Leader, implementing Lexipol for policy and procedures, and an outstanding leader and an amazing friend to all in this organization; and

**WHEREAS**, the members of the Board of Directors wish to thank Deputy Chief Brian Slattery for his dedicated years of service and many contributions to the District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby expresses their gratitude to Deputy Chief Brian Slattery for his 22 years of service and for all that he has contributed to members and citizens of the Rancho Santa Fe Fire Protection District.

**BE IT FURTHER RESOLVED**, that the Board of Directors does hereby wish Deputy Chief Brian Slattery a well-deserved, most satisfying and rewarding retirement.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be presented to Deputy Chief Brian Slattery as a token of our respect and appreciation.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on September 18, 2024.

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JAMES H ASHCRAFT  
President

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DAVE MCQUEAD  
Fire Chief

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# STAFF REPORT

NO. 24-28

**TO:** BOARD OF DIRECTORS  
DAVE MCQUEAD, FIRE CHIEF

**FROM:** PAUL ROMAN, BATTALION CHIEF

**SUBJECT:** AUTHORIZE PURCHASE OF TYPE 1 ENGINES

**DATE:** SEPTEMBER 18, 2024



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### RECOMMENDATION:

Staff recommend authorizing the Fire Chief to sign the proposal (Exhibit A) with Fire Apparatus Solutions to purchase two (2) Spartan ERV IPS Type 1 engines. The budget action is requested for approval and/or modification: If authorized, the fire district will purchase the two new engines through the Houston-Galveston Area Consortium (HGAC) Buy program (Exhibit B). The district will provide a 10% down payment. The 10% downpayment of \$280,715.04 is the only financial burden required today and will be from the FY25 general fund as an unbudgeted item. The remaining amount of the contract price is due in full upon delivery in 2027. The fire district will use fire mitigation funds to cover sixty (60) percent of the cost with the nexus to development growth and the remaining forty (40) percent falls under the district's general fund.

Description	Cost per engine	Quantity	Funding Request	Funding Source	Action Requested
Spartan ERV IPS Type I Engines	\$1.4 Million (tax included)	2	\$2,807,150.416 (tax included)	60% FMF = \$1,684,290.25 40% GF = \$1,122,860.16	Approve Purchase \$2,807,150.41

### JUSTIFICATION for Funding Request:

Staff are requesting funds to purchase two (2) new Spartan ERV IPS Type 1 Engines to replace E262/1411 and E264/1611. Fire Engines 1411 and 1611 will then become ready reserve status. The district will sell reserve engines 0311 and 0312 (2003 Spartan Gladiators) to the highest bidder through public auction surplus once the new engines are in service.

### BACKGROUND:

The effects of the 2020-2021 Covid pandemic continue to impact the supply and demand on the manufacturing of fire apparatus. Depending on the manufacturer, the overall pricing of apparatus has increased by hundreds of thousands of dollars and the delivery times from time of order can range from eight hundred (800) days to four (4) years. The Fire Chief and the apparatus committee, led by Battalion Chief Roman and Captain Sanford, have had conversations to navigate the best course of action to stay on track with the district's vehicle replacement program. We have concluded that the purchasing of two new Type 1 engines, manufactured by Spartan, with a delivery date in early 2027 is the best direction to attempt to minimize the impacts of escalating future costs and get our orders in on the production line to keep the districts replacement program timeline in order.

**CURRENT:**

The apparatus committee completed a comparison of highly respected manufactures and has chosen the Spartan IPS fire apparatus.

**Spartan-** \$1.3M (800 day build time) Offers our members consistency amongst apparatus. Since we currently Utilize Spartan, the transition to a modern design would be much more fluid and consistent for our members. The cab of the apparatus will be the paint color, striping, agency marking. Customization is almost endless and provides more freedom to design a specific apparatus to best serve our community in the most efficient manner.

**Pierce-** \$1.3M (4-5 years build time) Apparatus would meet the needs of the organization; however, it comes with a 4 to 5-year lead time and a price adjustment upon delivery. Pierce also utilizes proprietary parts which come at a higher cost and longer lead times. Another concerning factor is neighboring agencies have expressed difficulties with local certified dealerships where apparatus remained out of service for extended periods of time with poor customer service. Many of our neighboring agencies are moving to other manufacturers due to their frustrations with Pierce.

**Seagrave -** \$1.7-1.9M (800 day build time) Carlsbad Fire Department utilizes this manufacturer, and they are of good quality and reliability. However, these engines are significantly smaller than our current apparatus, with no option to customize the engine. The committee felt that due to the cost, size, and lack of customization it would not be suitable or in the best interest of our organization. We carry a significant amount of ancillary equipment on our engines that other agencies do not due to the fact that the district does not operate a truck.

The district’s legal counsel has approved the HGAC Buy program for purchasing fire apparatus.



Example Spartan EVR IPS



**Rancho Santa Fe Fire Protection District**

**Two (2) Spartan ERV IPS Pumpers**

**Sales Rep: Scott Beck**



1762 S SYCAMORE AVE, RIALTO, CA 92376  
(402) 719-1242 [scottfasfire@gmail.com](mailto:scottfasfire@gmail.com)

# PROPOSAL

It is with great pleasure that we present you with this Proposal for:  
**Two (2) Spartan ERV IPS Pumpers**

Two (2) Spartan ERV IPS Pumpers	\$2,704,230.00
<b>Fleet Customer Discount</b>	<b>(\$134,000.00)</b>
<b>10% Prepayment Discount</b>	<b>(\$24,986.00)</b>
Equipment/Radio Install Budget	\$60,000.00
Pre-Tax Total	\$2,605,244.00
Sales Tax @ 7.75%	\$201,906.41
<b>Total Purchase</b>	<b>\$2,807,150.41</b>

Signing this agreement constitutes the purchase of Two (2) Spartan ERV IPS Pumpers for the total cost of:  
\$2,807,150.41

The expected build completion time is 800 days.

**Prepayment Clause:** Upon acceptance of this agreement, a prepayment of \$280,715.04 will be required. The invoice will be sent 30 days after the Purchase Order is created.

Tax rates are subject to change and the tax will be determined at the time of registration. Any changes to the price will be documented on a Change Order which may increase or decrease the price during the build process.

California Fire Fee is included. FAS will register the Vehicle.

Pricing is good for 30 days. Fire Apparatus Agreement and or a Purchase Order needs to be submitted to Fire Apparatus Solutions. Signature below represents agreement to the Pricing and Terms listed above.

Rancho Santa Fe Fire Protection District

Fire Apparatus Solutions

Signature

Date

*Scott Beck*

*9/3/2024*

Signature

Date

Print

Date

**Scott Beck**

**9/3/2024**

Print

Date



**CONTRACT PRICING WORKSHEET**  
For MOTOR VEHICLES Only

Contract No.:

FS12-23

Date Prepared:

8/27/2024

Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract. As needed, delivery updates will be provided as soon as possible.

Buying Agency:	Rancho Santa Fe Fire Protection District	Contractor:	Spartan Fire, LLC
Contact Person:	Paul Roman	Prepared By:	Scott Beck
Phone:	(619) 458-0006	Phone:	(402) 719-1242
Fax:		Fax:	
Email:	<a href="mailto:roman@rsf-fire.org">roman@rsf-fire.org</a>	Email:	<a href="mailto:scottfasfire@gmail.com">scottfasfire@gmail.com</a>

Product Description: ERV Star Side Mount Pumper, MetroStar Chassis, Single Axle, 750 Gal Tank, 1250 GPM Pump

**A. Product Item Base Unit Price Per Contractor's H-GAC Contract:** 690,529

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary.**  
(Note: Published Options are "manufacturer standard options" which were submitted and priced in Contractor's proposal.)

Description	Cost	Description	Cost
0100-012 Gladiator Base	397,188	16-31-015 Elkhart Unibody Electric APEX 100 Controller x(2)	4462
8101-200 Occupant Protection IMMI 4Front & RollTek w/SR	8,416		
1801-017 Transmission Allison 4000 EVS	21799		
10-21-7000 (1) 6" Elkhart Electric Valve (Inside Panel) x (2)	12002		
18-20-2200 FoamPro 2002 sgl/dual 5.0 gpm	21400		
18-85-0300 Hale EZ FILL- (foam tank refill system/single tank)	2066		
14-31-1205 Elkhart Electrically Actuated Valve - 2.5"	4180		
28-15-0090 PSG - Fire Research Corporation "InControl 400"	2830		
14-31-1605 Elkhart Electric -Butterfly- Valve - 4"	6696		
08-24-0045 Waterous CXS 1500 GPM-split shaft IPS	29992	<b>Subtotal From Additional Sheet(s):</b>	0
09-73-0105 Paint Plumbing-Piping and Valve IPS/Rear Cou	8352	<b>Subtotal B:</b>	529,566

**C. Customization Category Totals - Itemize below / Attach additional sheet(s) if necessary.**  
(Note: Customization options are "manufacturer non-standard options" which were submitted and priced in Contractor's proposal.)

Description	Cost	Description	Cost
2401-010 Frt Axle Reyco Granning ResponseMaster IFS Air 2G	19,124		
1701-184 Engine Diesel 565HP/1850Ft-Lbs Cummins	33,403	<b>Subtotal From Additional Sheet(s):</b>	
		<b>Subtotal C:</b>	52,527

**Check:** Total cost of Customization Categories (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 4%

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

Quantity Ordered:	2	X Subtotal of A + B + C:	1,272,622	=	Subtotal D:	2545244
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**E. H-GAC Order Processing Charge (Amount Per Current Policy)** Subtotal E:

**F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges**

Description	Cost	Description	Cost
Sales Tax	201906.41		
Equipment/Radio Install	60000		
		<b>Subtotal F:</b>	261906.41

**Delivery Date:** **G. Total Purchase Price (D+E+F):** 2,807,150