



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

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

April 15, 2020
1:00 pm PT
Regular Meeting

THIS BOARD OF DIRECTORS MEETING WILL BE CONDUCTED VIA TELECONFERENCE

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

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

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 858-756-5971 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 Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Administrative Manager’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

April 15, 2020

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 March 11, 2020

ACTION REQUESTED: **Approve**

b. Receive and File

- Monthly/Quarterly Reports

| | |
|---|----------------------|
| (1) List of Demands Check 32477 thru 32554, Electronic File Transfers (EFT), and Wire Transfer(s) for the period March 1 – 31, 2020 totaling: | \$ 596,878.48 |
| Wire Transfer(s) period March 1 – 31, 2020 | \$ 226,040.96 |
| Payroll for the period March 1 – 31, 2020 | \$ <u>624,202.20</u> |
| TOTAL DISTRIBUTION | \$1,447,121.64 |

(2) Investment Review – March 31, 2020

(3) Activity Reports – March 2020

(a) Operations

(b) Training

(c) Fire Prevention

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

(i) None

ACTION REQUESTED: **Information**

c. Sale of Surplus Equipment #0611 – [Staff Report 20-03](#)

ACTION REQUESTED: **Approve**

d. Sale of Surplus Equipment #0281 – [Staff Report 20-04](#)

ACTION REQUESTED: **Approve**

e. Sale of Surplus Equipment #0781 – [Staff Report 20-05](#)

ACTION REQUESTED: **Approve**

3. Public Comment



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

April 15, 2020

4. Old Business
 - a. None

5. New Business
 - a. CalPERS Unfunded Accrued Liability (UAL)
To discuss and/or approve an additional discretionary payment to CalPERS for an amount to be determined for FY20, to reduce the District's UAL for Classic Safety Employees
ACTION REQUESTED: **Direction and/or authorize payment**

6. Resolution/Ordinance
 - a. Resolution No. 2020-03
To adopt Resolution No. 2020-03 entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District and Designation of Applicant's Agent Resolution for Non-State Agencies
ACTION REQUESTED: **Adopt**

7. Oral Report
 - a. Fire Chief – Cox
 - i. COVID-19
 - ii. Rancho Cielo Estates Bankruptcy
 - iii. District Activities
 - b. Operations – Deputy Chief
 - c. Volunteer – Volunteer Recruitment & Retention Coordinator
 - d. Training – Battalion Chief
 - e. Fire Prevention – Fire Marshal
 - f. Administrative Manager
 - i. Recognition Dinner – April 18, 2020
 - f. Board of Directors
 - North County Dispatch JPA – Update
 - County Service Area – 17 – Update
 - Comments

8. Closed Session
 - a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:
CONFERENCE WITH LABOR NEGOTIATORS
Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff
Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349
Represented Employees: Rancho Santa Fe Miscellaneous Employees
Unrepresented Employees: Fire Chief; Deputy Chief; Battalion Chief (4); Fire Marshal and Administrative/Human Resource Manager
Under Negotiation: Successor Memorandum of Understanding and/or Compensation Resolution

9. Adjournment
The next regular meeting Board of Directors meeting to be May 20, 2020 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

April 15, 2020

CERTIFICATION OF POSTING

I certify that on April 9, 2020 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on April 9, 2020

A handwritten signature in black ink that reads "Karlana Rannals".

Karlana Rannals
Board Clerk



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Special (in lieu of regular) Board of Directors Meeting
Minutes – March 11, 2020

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

REGULAR AGENDA

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:10 pm.

Pledge of Allegiance

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

1. Roll Call

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

Directors Absent: None

Staff Present: Fred Cox, Fire Chief; Dave McQuead, Deputy Chief; Bruce Sherwood, Battalion Chief; Bret Davidson, Battalion Chief; Marlene Donner, Fire Marshal; Frank Twohy, Volunteer Recruitment & Retention Coordinator; and Karlana Rannals, Board Clerk.

2. Public Comment

No one requested to speak to the Board.

3. Consent Calendar

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

a. *Board of Directors Minutes*

i. Board of Directors minutes of February 19, 2020

b. Receive and File

i. *Monthly/Quarterly Reports*

| | |
|--|----------------------|
| 1) List of Demands Check 32381 thru 32476, Electronic File Transfers (EFT) and Wire Transfer(s) for the period February 1 – 29, 2020 totaling: | \$ 686,062.05 |
| Wire Transfer(s) for the period February 1 – 29, 2020 | \$ 225,872.58 |
| Payroll for the period February 1 – 29, 2020 | <u>\$ 609,275.15</u> |
| TOTAL DISTRIBUTION | \$1,521,209.78 |

2) Reports – February 2020

a. Operations

b. Training

c. Fire Prevention

d. Correspondence – letters/cards were received from the following members of the public:

▪ None

4. Old Business

- a. None

5. New Business

- a. COVID19 – Special Presentation

President Ashcraft Cox introduced Zach Smith, CSA-17 EMS Coordinator who provided an overview of the coronavirus pandemic. The information provided, he included was how the virus started, the statistics to date (approximately 125,000 cases to date) noting the worldwide mortality rate is 3-4%. He noted that the elderly population is the most at risk and should avoid crowds. This is a very fluid situation and is changing daily.

He reviewed the response plan prepared for CSA-17. He distributed training materials being used to train emergency response personnel, and noted that there are challenges in obtaining the actual supplies used for personal protections, e.g. gowns, masks, eye protection and gloves. He responded to questions from the board. In closing, he encouraged all citizens to keep good hand hygiene, stay well hydrated, and get plenty of rest.

6. Oral Report

- a. Fire Chief

- i. The Fire Mitigation Fee Committee is recommending the collected for new construction will increase July 1, 2020 to 75¢ per square foot.
 - ii. RSF5 Construction – Chief Cox informed the board that the proposed solar system for RSF5 cost is \$263,000. Because of the significant increase in costs, he will not pursue the solar installation at this time. Chief Sherwood reported that much of the work being done is on the inside, noting that about 50% of the drywall is installed. The construction project continues to be on schedule.
 - iii. The District will hire a temporary employee to assist with the annual weed abatement program.
 - iv. Rancho Cielo Estates has filed for bankruptcy. There will be a need for closed session
 - v. NHA Advisors is a company that offers advice to public agencies on restructuring pension UAL's. In the past they have offered pension bonds under 3%. The Board may want to consider a presentation at a later date.
- b. Operations – Deputy Chief – Chief McQuead reviewed the previous month's statistics. He noted that there is a shortage on the personal protective equipment (PPE). The North Zone Medical Directors have created one message and one protocol for the coronavirus. He reported on one significant incident that was a fatality on Del Dios highway. Manuel Fernandez the District's newest Firefighter/Paramedic will start March 16, 2020.
- c. Volunteer Recruitment Retention Coordinator – Chief Twohy reported that the volunteers contributed 500 hours the previous month. Completed the reserve academy earlier in March.
- d. Training – Battalion Chief – Chief Sherwood reported that district personnel will complete training in Corona. Completed the Engineer's promotional exam. In addition, the Captain's exam is slated for April 14.

e. Fire Prevention – Fire Marshal

Fire Marshal Donner reviewed the previous month’s statistics. She also reported that weed abatement inspections have started in the shelter in place communities and that the annual mailer is almost complete.

f. Administrative Manager

i. No report

g. Board of Directors

i. North County Dispatch JPA – Update: – Director Ashcraft reported that the Board met in February. The board is receiving information on the county-wide centralized dispatch facility. He noted that there has been no commitment from the JPA Board of Directors to proceed. Other site options are also being considered.

ii. County Service Area 17 – Update: No report – the next meeting is planned for March 17, 2020, and that Director Stine, alternate will attend the meeting.

iii. Comments

1. None

Ten-minute recess

7. Closed Session

Pursuant to the following section, the board met in closed session from 2:20 – 2:27 pm, and discussed the following:

a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff

Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349

Represented Employees: Rancho Santa Fe Miscellaneous Employees

Unrepresented Employees: Fire Chief; Deputy Chief; Battalion Chief (4); Fire Marshal and Administrative/Human Resource Manager

Under Negotiation: Successor Memorandum of Understanding and/or Compensation Resolution

All board members listed and Chief Cox and Chief McQuead attended and participated in this discussion.

Upon reconvening to open session, President Ashcraft announced that direction was given to the Agency Negotiators regarding the successor Memorandum(s) of Understanding and Compensation Resolution.

8. Adjournment

Meeting adjourned at 2:30 pm.

Karlana Rannals
Secretary

James H Ashcraft
President

| | | | |
|-------|-------------|--------------------------------------|---|
| 32477 | \$3,671.75 | 4imprint, Inc. | Uniforms: Safety Personnel |
| 32478 | \$563.74 | Blend | Outside Printing & Binding |
| 32479 | \$270.00 | Business Owner's Ins Agency | Commercial - Liability - Auto Coverage |
| 32480 | \$1,652.00 | C.A.P.F. | Disability Ins Short & Long |
| 32481 | \$2,370.00 | Cielo Village Partners LP | Cielo HOA Fees |
| | | | 800 MHz Network Admin Fees, CAP Code Paging |
| 32482 | \$3,294.95 | County of SD/RCS | Service-Monthly Service |
| 32483 | \$99.99 | CrewSense, LLC | Scheduling (Crewsense) Maintenance |
| 32484 | \$115.83 | Dish | Cable RSF6 |
| 32485 | \$253.66 | Flyers Energy, LLC | Fuel: Gasoline & Diesel |
| 32486 | \$260.00 | Garrett Electric Inc | Building RSF4 |
| 32487 | \$1,809.53 | L N Curtis & Sons Inc | Fleet Equip Maintenance/Repair-Port Gen/ |
| 32489 | \$75,000.00 | Rancho Santa Fe Fire Protection Dist | Interfund Transfer |
| 32490 | \$219.95 | Rincon Del Diablo Municipal Water Di | Water RSF5 |
| 32491 | \$3,409.65 | SC Commercial LLC | Fuel: Gasoline & Diesel |
| 32492 | \$70.00 | Terminix International | Building RSF2 |
| 32493 | \$347.74 | U P S | Shipping Service |
| 32494 | \$5,599.97 | Uniforms Plus | Uniforms: Safety Personnel |
| 32495 | \$70.20 | Verizon Wireless | CSA-17 Contract |
| 32496 | \$1,136.07 | About Service Inc | Repair - ID 0981 |
| 32497 | \$750.00 | Accme Janitorial Service Inc | Building ADMIN |
| 32498 | \$2,296.06 | AT&T Calnet 2/3 | Telephone RSF, ADMIN |
| 32499 | \$3,403.95 | California Health & Safety Inc | SCBA Maint & Repair/ Flow Test/ Hydro Te |
| 32500 | \$32.96 | Charter Communications Holdings, LLC | Cable RSF4 |
| 32501 | \$16,828.20 | Dell Marketing | Computer Equipment/Parts, License/Software |
| 32502 | \$1,465.24 | Direct Energy Business-Dallas | Elec/Gas/Propane RSF1 |
| 32503 | \$624.50 | Duthie Electric Svc Corp | Generator Repair RSF4 |
| 32504 | \$386.66 | EDCO Waste & Recycling Inc | Trash RSF |
| 32505 | \$1,951.00 | Engineered Mechanical Services Inc | Building RSF |
| 32506 | \$744.24 | Fire ETC Inc | Safety: Boots |
| 32507 | \$2,694.95 | Fitch Law Firm Inc | Legal Services |
| 32508 | \$1,635.23 | Jauregui & Culver Inc | Refuel Facility Repair |
| 32509 | \$141.92 | Konica Minolta Business Inc | Copier Maintenance Contract |
| 32510 | \$225.00 | Lorenzo, Paul | CSA-17 Contract |

| | | | |
|-------|--------------|--------------------------------------|---|
| 32511 | \$11,103.68 | North County EVS Inc | Apparatus Repairs |
| 32512 | \$3,420.22 | Olivenhain Municipal Water District | Water RSF |
| 32513 | \$5,695.85 | Palomar College | SAFER VRRRC-Tuition Costs |
| 32514 | \$1,763.14 | SC Commercial LLC | Fuel: Gasoline & Diesel |
| 32515 | \$2,686.34 | SDG&E | Elec/Gas/Propane RSF |
| 32516 | \$89.88 | Stericycle, Inc.(Shred-It) | Building ADMIN |
| 32517 | \$640.81 | ThyssenKrupp Elevator Inc | Elevator Service |
| 32518 | \$17.45 | U P S | Shipping Service |
| 32519 | \$16,381.06 | U S Bank Corporate Payment System | Cal-Card./IMPAC program |
| 32520 | \$706.49 | Uniforms Plus | Uniforms: Safety Personnel |
| 32521 | \$2,705.51 | Waste Management Inc | Trash RSF |
| 32522 | \$6,950.00 | WinTech Computer Services | Consulting Services |
| 32523 | \$125.00 | Aair Purification Systems | Building RSF2 |
| 32524 | \$148.79 | Airgas Inc | Safety: Breathing Air |
| 32525 | \$5,613.56 | Armanino Solutions, LLC | Programming - Computer & Software FP/PR |
| 32526 | \$324.73 | AT&T | Telephone RSF |
| 32527 | \$1,249.50 | California's Own Native Landscape De | Landscaping RSF6 |
| 32528 | \$433.93 | Charter Communications Holdings, LLC | Telephone, Cable ADMIN |
| 32529 | \$716.50 | Concentra | SAFER VRRRC-Entry Level Physicals |
| 32531 | \$7,500.00 | E7 Systems LLC | Consulting Services - Prevention |
| 32532 | \$17,313.61 | Endeavor Bank | RSF5 Station Design/Build |
| 32533 | \$328,958.49 | Erickson-Hall Const Co Inc | RSF5 Station Design/Build |
| 32534 | \$108.83 | Fire ETC Inc | Safety Clothing (Protective) |
| 32535 | \$294.41 | Flyers Energy, LLC | Fuel: Gasoline & Diesel |
| 32536 | \$859.00 | Garrett Electric Inc | Building RSF3 |
| 32537 | \$101.86 | Griffin Hardware Co. | Station Maintenance - RSF2 |
| 32538 | \$4,378.35 | Guardian Life Insurance Co | Medical Insurance |
| 32539 | \$5,081.25 | Henson's Fix Auto Escondido | Repair - ID 1482 |
| 32540 | \$41.99 | Home Depot, Inc | Station Maintenance - Admin |
| 32541 | \$45.00 | Jobs Available Inc. | Advertising |
| 32542 | \$3,017.00 | MGM Plastics, Inc. | 2020 E265 |
| 32544 | \$90.00 | RSF Mail Delivery Solutions | Mail Delivery Service |
| 32545 | \$1,619.96 | SC Commercial LLC | Fuel: Gasoline & Diesel |
| 32546 | \$7,762.60 | SDG&E | Elec/Gas/Propane Admin |

Rancho Santa Fe Fire Protection District

List of Demands- Mar 2020

| | | |
|-----------------|---------------------|-------------------------------|
| 32547 | \$195.00 | Skyriders Window Cleaning Inc |
| 32549 | \$494.32 | TPx |
| 32550 | \$17.45 | U P S |
| 32551 | \$1,433.74 | Uniforms Plus |
| 32552 | \$2,232.95 | United Site Services |
| 32553 | \$1,285.15 | Vortex Industries, Inc. |
| 32554 | \$987.94 | Willis, Erwin L. |
| EFT000000000602 | \$225.00 | Lenehan, Conor |
| EFT000000000603 | \$86.65 | Havens, Burgen |
| EFT000000000604 | \$1,336.62 | DeAvila, Kimberly |
| MISC | \$17,243.93 | Various |
| Subtotal | \$596,878.48 | |

| | | |
|-----------------|---------------------|---------|
| ACH Transfer | \$158,215.42 | CalPERS |
| ACH Transfer | \$67,825.54 | CalPERS |
| Subtotal | \$226,040.96 | |

| | | |
|-----------------|---------------------|--------|
| 3/15/2020 | 353,008.43 | RSFFPD |
| 3/31/2020 | 271,193.77 | RSFFPD |
| Subtotal | \$624,202.20 | |

Total \$1,447,121.64

Building ADMIN
 Telephone ADMIN
 Shipping Service
 Uniforms: Safety Personnel
 Sewer RSF
 Building RSF2
 Computer Equipment/Parts
 FP - Local Conference/Seminars
 Mileage Reimbursement
 Medical Insurance
 Medical Reimbursement

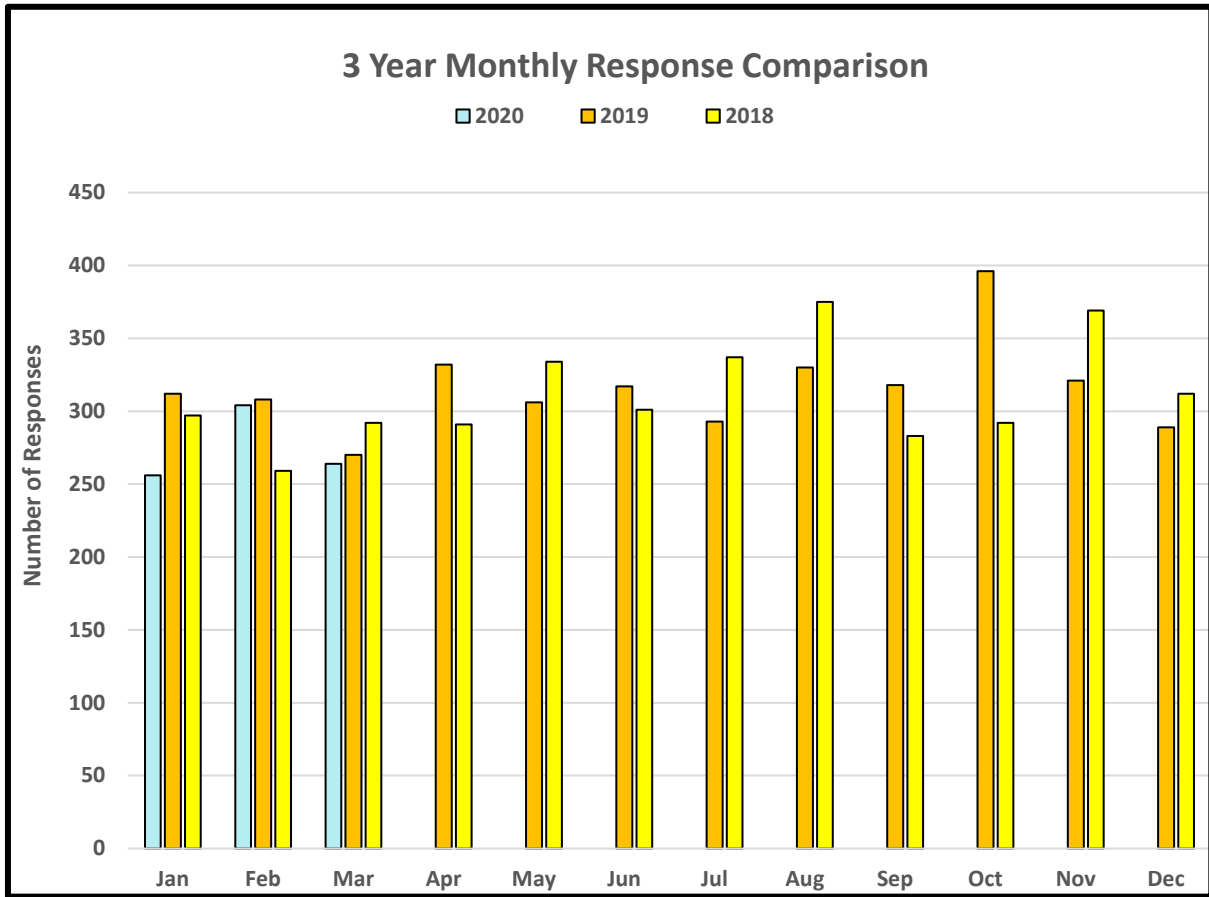
CALPERS- Feb 2020 Ret
 CALPERS- Apr 2020 Health

Payroll
 Payroll

Rancho Santa Fe Fire Protection District
Investment Portfolio - Listing

| Date | County of San Diego | | | Local Agency Investment Fund | | | Bank of America | | | CalTrust Investment | | |
|-------------|----------------------------|-------------------|----------------|------------------------------|-------------------|----------------|-----------------|-------------------|----------------|---------------------|-------------|----------------|
| | Average Daily Cash Balance | Interest Rate - % | Qtrly Earnings | Account Balance | Interest Rate - % | Qtrly Earnings | Account Balance | Interest Rate - % | Qtrly Earnings | Account Balance | Share Value | Qtrly Earnings |
| FY16 | | | | | | | | | | | | |
| 9/30/2015 | 9,116,014 | 0.1207499 | 11,007.58 | 2,507,708 | 0.3200 | 2,019.12 | 68,654.93 | 0.000200 | 3.47 | | | |
| 12/31/2015 | 7,972,012 | 0.1723940 | 13,743.27 | 2,509,727 | 0.3700 | 2,322.84 | 68,654.40 | 0.000200 | 3.47 | | | |
| 3/31/2016 | 10,342,559 | 0.1391914 | 14,395.95 | 2,512,050 | 0.4600 | 2,899.70 | 68,661.81 | 0.000200 | 3.41 | | | |
| 6/30/2016 | 11,809,274 | 0.1433726 | 16,931.26 | 2,514,950 | 0.5500 | 3,421.54 | 68,665.23 | 0.000200 | 3.42 | | | |
| | Annual Rate | 0.5757079 | \$ 56,078.06 | Annual Rate | 0.4250 | \$ 10,663.20 | Annual Rate | 0.000200 | \$ 13.77 | Avg Share Value | 0.000000 | \$ - |
| FY17 | | | | | | | | | | | | |
| 9/30/2016 | 9,720,648.93 | 0.2181028 | 21,201.01 | 2,518,371.32 | 0.6000 | 3,826.52 | 68,668.68 | 0.000200 | 3.45 | 4,531,619.73 | 10.100000 | 124.73 |
| 12/31/2016 | 10,718,806.24 | 0.2148859 | 23,033.20 | 2,522,197.84 | 0.6800 | 4,296.15 | 68,672.13 | 0.000200 | 3.42 | 4,512,312.82 | 10.090000 | 12,123.83 |
| 3/31/2017 | 11,627,772.17 | 0.2929174 | 34,059.77 | 2,526,493.99 | 0.7800 | 4,833.54 | 68,675.52 | 0.000200 | 3.39 | 4,557,077.20 | 10.090000 | 13,333.64 |
| 6/30/2017 | 13,078,710.09 | 0.2982185 | 40,097.61 | 2,531,327.53 | 0.9200 | 5,829.30 | 68,678.95 | 0.000200 | 3.43 | 4,566,555.96 | 10.090000 | 14,268.88 |
| | Annual Rate | 1.0241246 | \$ 118,391.59 | Annual Rate | 0.7450 | \$ 18,785.51 | Annual Rate | 0.000200 | \$ 13.69 | Avg Share Value | 10.092500 | \$ 39,851.08 |
| FY18 | | | | | | | | | | | | |
| 9/30/2017 | 11,283,998.32 | 0.3140160 | 35,433.56 | 2,537,156.83 | 1.0700 | 6,866.96 | 68,682.42 | 0.000200 | 3.47 | 4,556,287.68 | 10.030000 | 16,430.89 |
| 12/31/2017 | 9,782,917.36 | 0.3508629 | 34,324.63 | 2,544,023.79 | 1.2000 | 7,723.56 | 68,685.89 | 0.000200 | 3.47 | 4,551,076.71 | 9.980000 | 17,526.03 |
| 3/31/2018 | 11,988,098.75 | 0.3893358 | 46,673.95 | 2,551,747.35 | 1.5100 | 9,494.04 | 68,689.28 | 0.000200 | 3.39 | 4,543,365.65 | 9.920000 | 19,663.36 |
| 6/30/2018 | 13,338,491.10 | 0.4591755 | 61,247.09 | 2,561,241.39 | 1.9000 | 12,153.28 | 68,692.71 | 0.000200 | 3.43 | 4,555,774.12 | 9.900000 | 21,576.09 |
| | Annual Rate | 1.5133902 | \$ 177,679.23 | Annual Rate | 1.4200 | \$ 36,237.84 | Annual Rate | 0.000200 | \$ 13.76 | Avg Share Value | 9.957500 | \$ 75,196.37 |
| FY19 | | | | | | | | | | | | |
| 9/30/2018 | 11,203,912.76 | 0.4877508 | 54,647.18 | 2,573,394.67 | 2.1600 | 13,982.17 | 68,696.18 | 0.000200 | 3.47 | 4,570,496.02 | 9.880000 | 23,958.64 |
| 12/31/2018 | 9,003,930.05 | 0.5460768 | 49,168.37 | 2,587,376.84 | 2.4000 | 15,634.99 | 68,699.65 | 0.000200 | 3.47 | 4,619,600.90 | 9.930000 | 25,878.63 |
| 3/31/2019 | 11,076,620.72 | 0.5923871 | 65,616.48 | 2,603,011.83 | 2.5500 | 16,328.23 | 68,703.04 | 0.000200 | 3.39 | 4,678,072.90 | 10.000000 | 25,820.64 |
| 6/30/2019 | 13,650,516.24 | 0.6087144 | 83,092.66 | 2,619,340.06 | 2.5700 | 16,238.23 | 68,706.47 | 0.000200 | 3.43 | 4,749,561.50 | 10.080000 | 27,361.14 |
| | Annual Rate | 2.2349291 | \$ 252,524.69 | Annual Rate | 2.4200 | \$ 62,183.62 | Annual Rate | 0.000200 | \$ 13.76 | Avg Share Value | 9.9725 | \$ 103,019.05 |
| FY20 | | | | | | | | | | | | |
| 9/30/2019 | 11,387,160.29 | 2.2582348 | 64,287.20 | 2,626,077.87 | 2.5700 | 16,737.81 | 68,708.81 | 0.000200 | 2.34 | 4,776,022.72 | 10.090000 | 26,461.22 |
| 12/31/2019 | 8,438,122.27 | 2.1182352 | 44,684.82 | 2,652,315.33 | 2.2900 | 15,236.81 | 68,713.41 | 0.000200 | 3.47 | 4,800,806.64 | 10.090000 | 24,783.92 |
| 3/31/2020 | n/a | | | n/a | | | 68,716.82 | 0.000200 | 3.41 | 4,823,706.72 | 10.190000 | 22,900.08 |
| 6/30/2020 | | | | | | | | | | | | |
| | Annual Rate | 2.1882350 | \$ 108,972.02 | Annual Rate | 2.4300 | \$ 31,974.62 | Annual Rate | 0.000200 | \$ 9.22 | Avg Share Value | 10.1233 | \$ 74,145.22 |

March 2020 Incident Count Stations 1 - 6

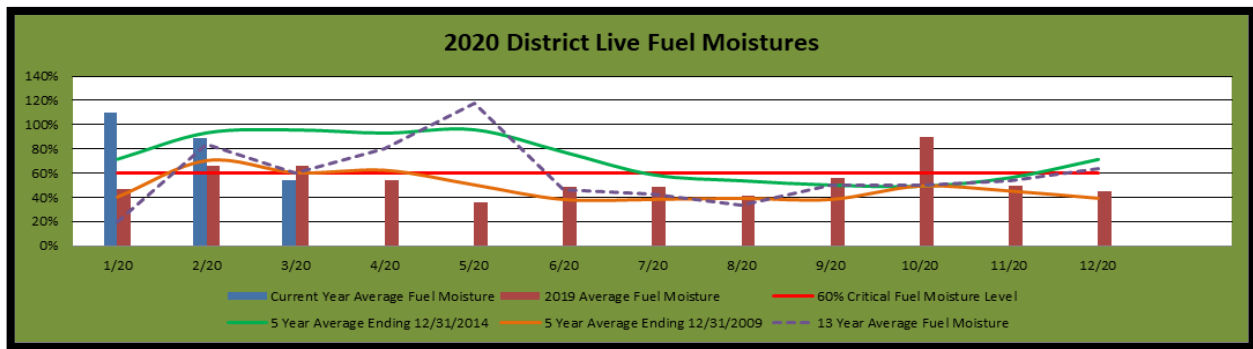


| 2020 | | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD Responses |
|------|-----------|-----|-----|------|------|------|------|------|------|------|------|------|------|---------------|
| | Responses | 256 | 304 | 264 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 824 |
| YTD | 256 | 560 | 824 | 824 | 824 | 824 | 824 | 824 | 824 | 824 | 824 | 824 | 824 | -7.42% |
| 2019 | | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD Responses |
| | Responses | 312 | 308 | 270 | 332 | 306 | 317 | 293 | 330 | 318 | 396 | 321 | 289 | 3,792 |
| YTD | 312 | 620 | 890 | 1222 | 1528 | 1845 | 2138 | 2468 | 2786 | 3182 | 3503 | 3792 | 3792 | 1.34% |
| 2018 | | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD Responses |
| | Responses | 297 | 259 | 292 | 291 | 334 | 301 | 337 | 375 | 283 | 292 | 369 | 312 | 3,742 |
| YTD | 297 | 556 | 848 | 1139 | 1473 | 1774 | 2111 | 2486 | 2769 | 3061 | 3430 | 3742 | 3742 | 4.53% |

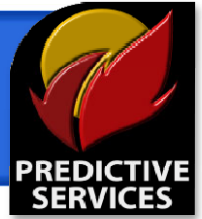
March 2020 Incident Count Stations 1 - 6

| Incident Response Summary by Station | | |
|--------------------------------------|------------|------------|
| Station | Month | YTD |
| RSF1 | 60 | 202 |
| RSF2 | 93 | 293 |
| RSF3 | 51 | 137 |
| RSF4 | 26 | 75 |
| RSF5 | 20 | 70 |
| RSF6 | 14 | 47 |
| Total Count: | 264 | 824 |

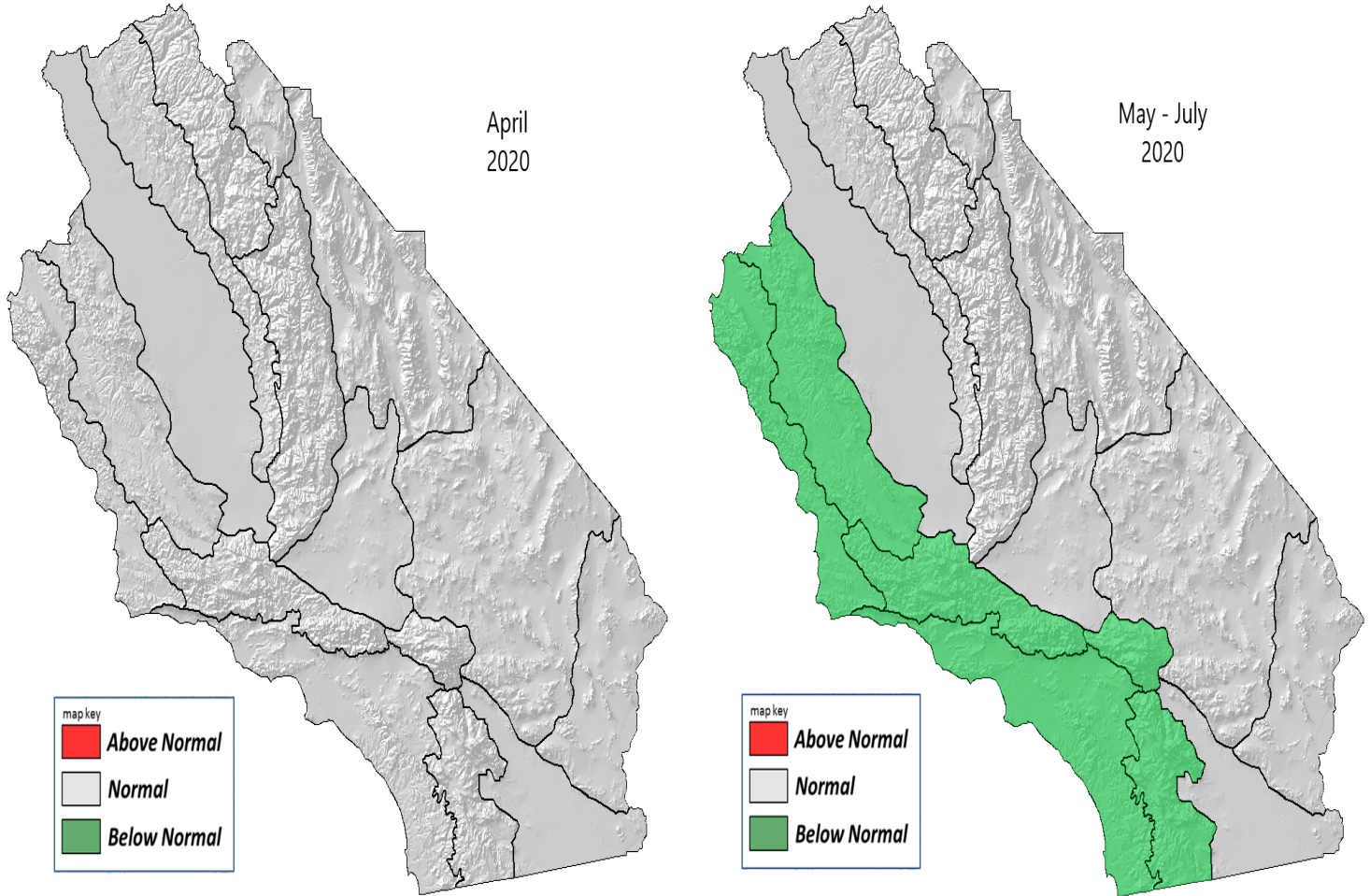
| Incident Type Summary | | |
|------------------------------|------------|------------|
| Type | Month | YTD |
| Fire | 7 | 23 |
| EMS/Rescue | 140 | 446 |
| Rupture/Explosions | 0 | 0 |
| Hazardous Conditions | 4 | 9 |
| Service Calls | 22 | 66 |
| Good Intent Calls | 57 | 196 |
| False Calls | 33 | 76 |
| Other | 1 | 8 |
| Total Incident Count: | 264 | 824 |



| SIGNIFICANT INCIDENT(S)/OVERHEAD ASSIGNMENT(S) | | | | |
|--|-------------------|------|------------------|-------|
| DATE | INCIDENT/LOCATION | TYPE | UNIT/STRIKE TEAM | MISC. |
| 3/14/2020 | RSF COVID 19 | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |



SIGNIFICANT FIRE POTENTIAL



April - July 2020 HIGHLIGHTS

- *Temperatures below normal through July.*
- *Above normal rainfall through June.*
- *Deeper marine layer than normal through June.*
- *Less monsoonal thunderstorms than normal July.*



WEATHER AND FUELS DISCUSSION

A ridge of high pressure over the Eastern Pacific Ocean remained in place just off the West Coast the first week of March. A storm moved over this ridge and into the Great Basin and Desert Southwest the first few days of the month bringing a moderate offshore wind event to Central and Southern California. Starting the second week of the month, this ridge of high pressure moved west, allowing storm after storm to drop down the West Coast and inland into California. Showers moved across the region most days starting March 10th, with significant rainfall totals at times. The snow level was mainly between 4,000 and 6,000 feet during the month. There were only brief breaks in the wet weather once it started. Most locations received above normal rainfall for the month, especially across Southern California (Fig 1). The snow pack in the Sierra remains well below normal, but due to the recent storms it is a little closer to normal (Fig 2). Maximum temperatures were above normal the first week of the month and then well below normal the rest of the month. Overall, temperatures were well below normal for March (Fig 3). Even though wet conditions occurred during the past few weeks moderate drought and abnormally dry conditions continue across most of the area (Fig 4). The widespread record or near record dead fuel moistures across Central and Southern California during February are no more and now dead fuel moistures are well above normal (Fig 5-6 next page). Also, live fuel moistures are well above normal and they just reached their peak values.

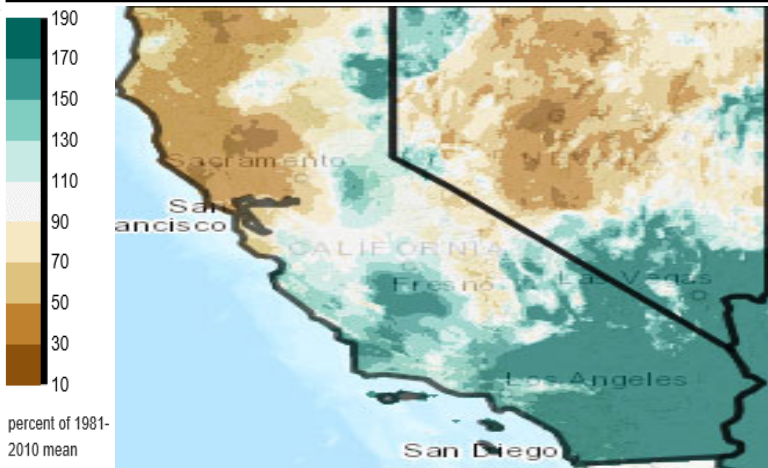


Fig 1: March 1st - March 30th Precipitation (% of Ave.)

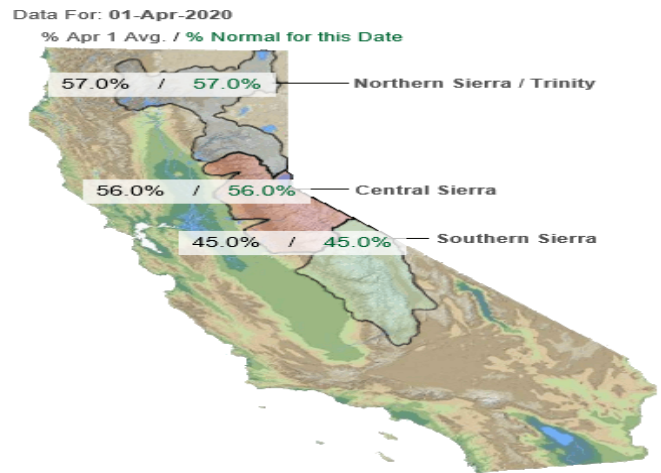


Fig 2: Snow Pack as of April 1, 2020



Fig 3: March 1st - March 30th Precipitation Temperature (% of Ave.)

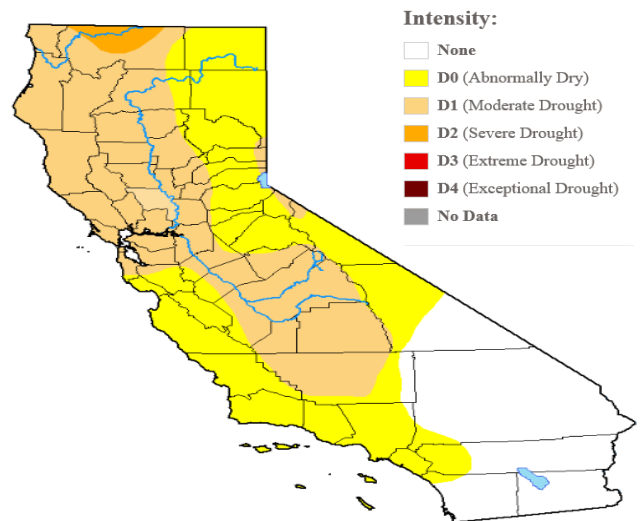


Fig 4: Drought Monitor March 26th



SOUTH OPS OUTLOOK

Sea surface temperatures in the Gulf of Alaska are cooling (**Fig 7**). Therefore, the ridge of high pressure over the Eastern Pacific Ocean will most likely stay further to the west allowing a trough to be the main weather feature over the West Coast through June. Storms will likely continue to form off the Pacific Northwest Coast and then drop down and inland over the West Coast. These storms will move inland further to the north with time as temperatures over the northern latitudes warm. There will also be more and more breaks in the wet weather as the spring progresses. The projected Pacific trough over the West Coast will cause above normal rainfall and below normal temperatures to continue through June. These wet and cool conditions will cause the potential for large fire to be below normal across much of the area this spring. As a note, normally not much in the way of rainfall occurs across Central and Southern California during May and June. Also, a deeper marine layer than normal is still expected this spring due to continued below normal sea surface temperatures off the California Coast (**Fig 7**). Lastly, below normal monsoonal thunderstorms are expected this summer as the dominant ridge that is usually centered over the Four Corners Area will likely set up further south and east than normal. The below normal thunderstorm activity will cause less lightning caused fires over the mountains.

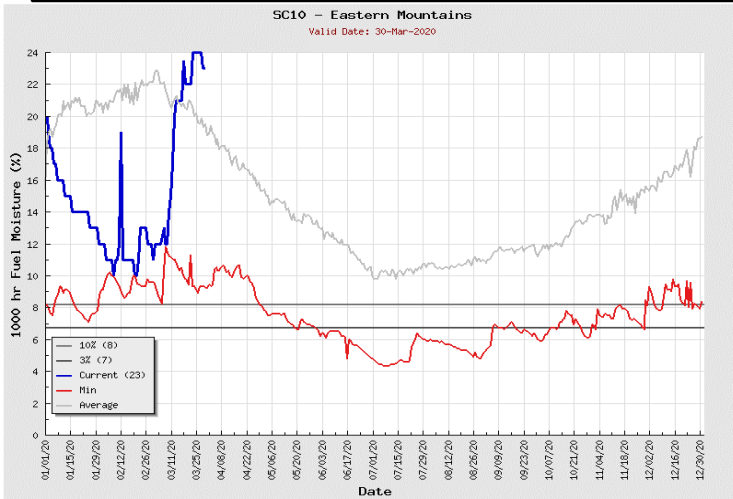


Fig 5: Eastern Mountains 1000 hr dead fuel moisture March 30th

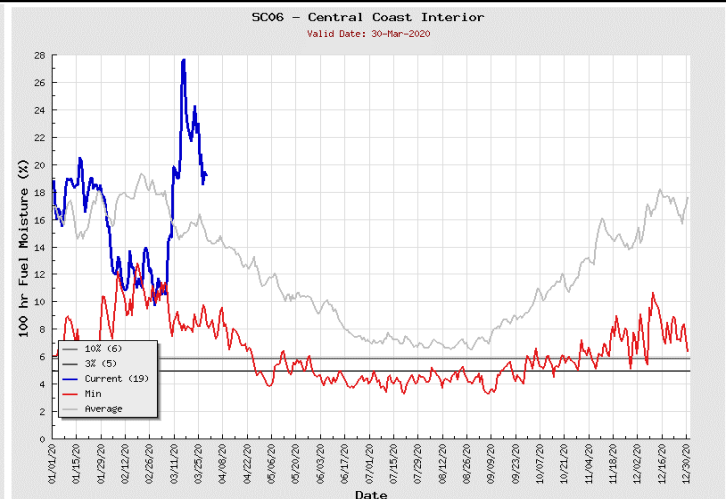


Fig 6: Central Coast Interior 100 hr dead fuel moisture March 30th

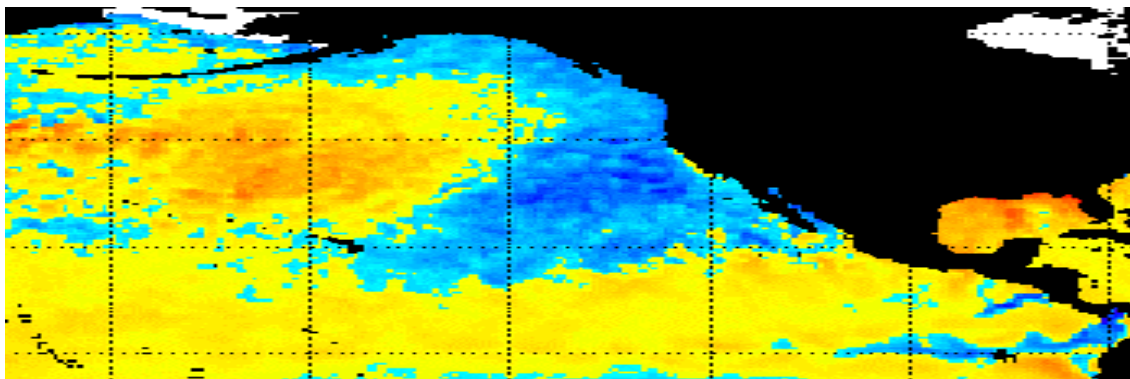
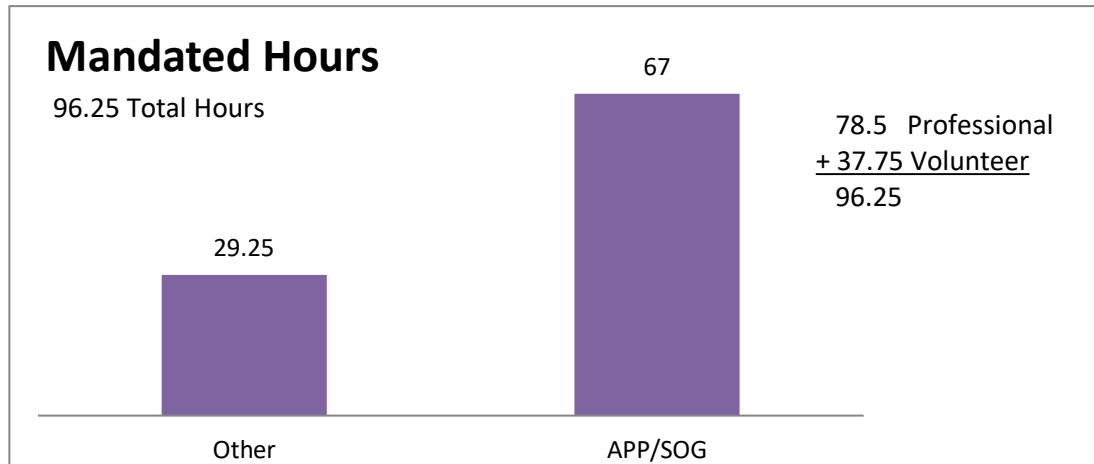
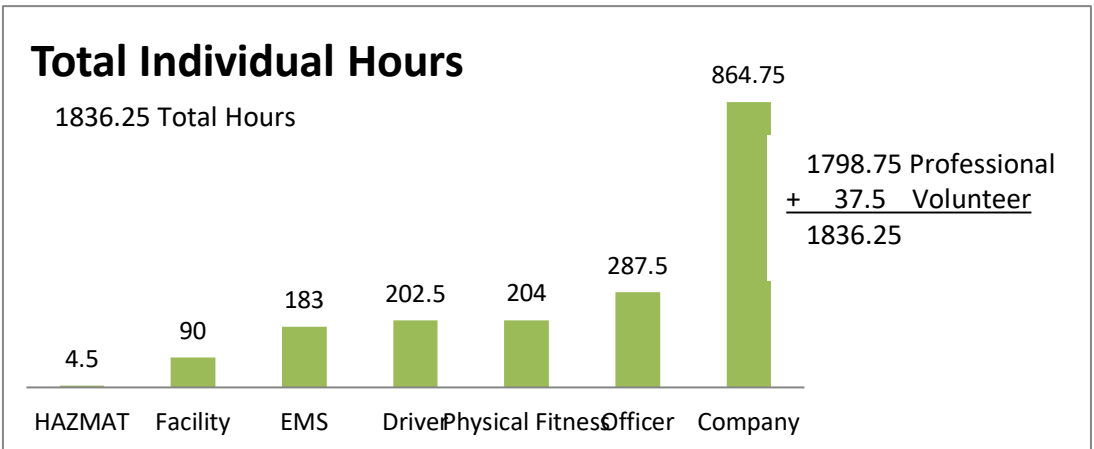
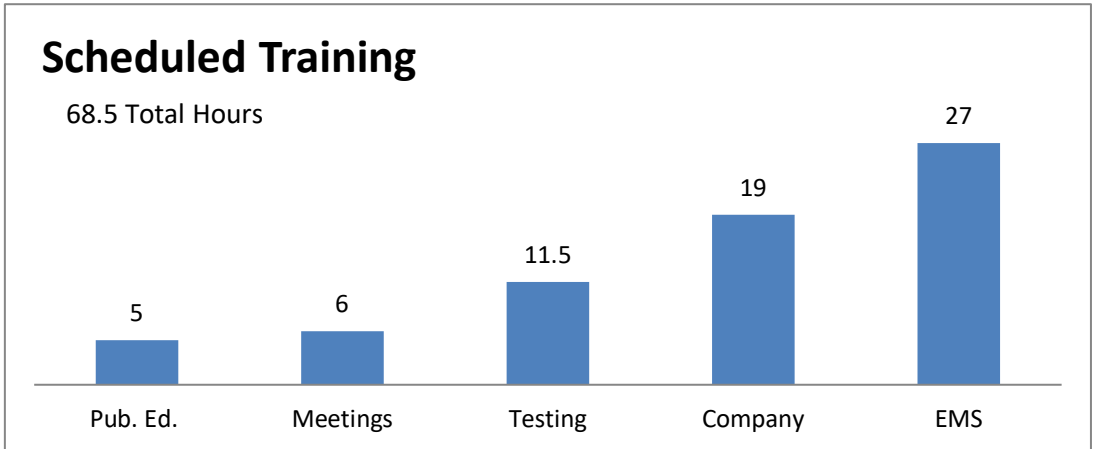


Fig 7: Sea Surface Temperature Anomaly, March 30th, 2020

Training Division March 2020

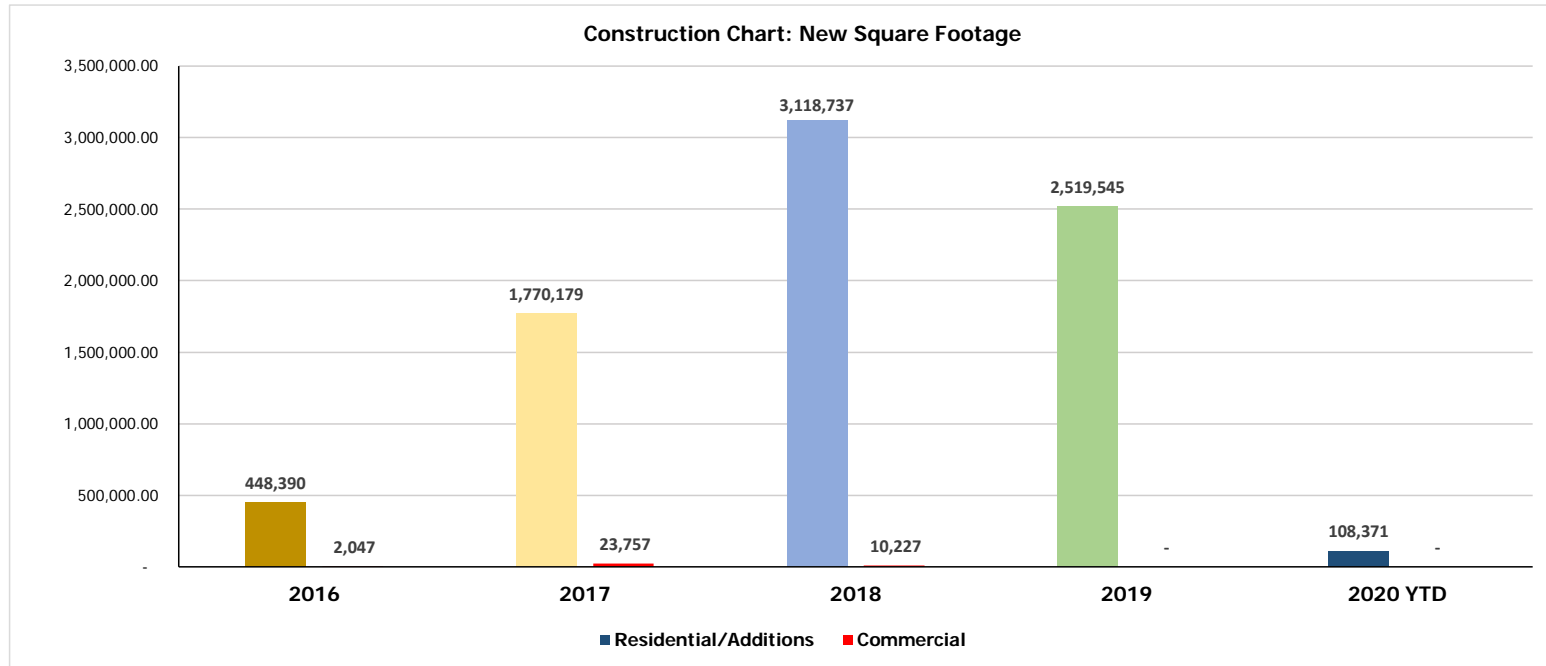


See next page for description.

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
 March 2020



Total New Square Footage Only (*Reflected in Chart Above)

| Year | Res/Add | Comm | Total |
|----------|-----------|--------|-----------|
| 2016 | 448,390 | 2,047 | 450,437 |
| 2017 | 1,770,179 | 23,757 | 1,793,936 |
| 2018 | 3,118,737 | 10,227 | 3,128,964 |
| 2019 | 2,519,545 | - | 2,519,545 |
| 2018 YTD | 295,174 | 600 | 295,774 |
| 2019 YTD | 610,203 | - | 610,203 |
| 2020 YTD | 108,371 | - | 108,371 |

2020 Total New Square Footage Only

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-------------|--------|--------|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 2020 | 29,226 | 41,043 | 38,102 | | | | | | | | | |

Comparison 2019/2020 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 | | | | | | | | | |

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
 March 2020

| PLAN REVIEWS | | | | |
|----------------------------------|----------------|--------------|-------------------|------------------------------|
| Plan Type | No. of Reviews | Resubmittals | No. of Structures | Approved New SQFT (Mit Fees) |
| New Residential | 40 | 20 | 15 | 31,088 |
| Additions/Remodels | 5 | 6 | 3 | 3,246 |
| New Commercial | - | - | - | - |
| Commercial T.I. | 4 | - | - | 3,768 |
| Tents/Special Events | - | - | - | - |
| Rack Storage | - | - | - | - |
| Preliminary | 9 | 1 | 2 | - |
| Fire Suppression Systems | 13 | 2 | 2 | - |
| Alarms | 3 | - | - | - |
| Landscaping | 12 | 8 | - | - |
| Grading/Mylars/Improvement Plans | 10 | 2 | - | - |
| Underground | - | - | - | - |
| Hood System | - | - | - | - |
| Tanks | - | - | - | - |
| Cell Sites | 1 | - | - | - |
| DSS/CCL | - | - | - | - |
| DPLU | 4 | - | - | - |
| Solar Panels | 1 | - | - | - |
| High Piled Storage | - | - | - | - |
| High Hazard/Communications/Other | 1 | - | - | - |
| Spray Booth | - | - | - | - |
| TOTAL | 103 | 39 | 22 | 38,102 |
| TOTAL PLAN REVIEWS: | | 142 | | |

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
 March 2020

| INSPECTIONS | |
|-------------------------|--------------------|
| Inspection Type | No. of Inspections |
| Alarms | 7 |
| Fire Supression Systems | 31 |
| Building Construction | 28 |
| Landscaping | 2 |
| Tent/Special Event | - |
| Gates/Knox | - |
| Site Visit | - |
| Technical Report/FPP | - |
| Underground | 4 |
| Annual Inspection | - |
| Other | 8 |
| TOTAL | 80 |

| SPECIAL PROJECTS | |
|--------------------------------|-----------------|
| Project Type | No. of Projects |
| Grants | - |
| GIS | 2 |
| Forms (Updates/New) | 1 |
| Project Research | - |
| Computer Programming/I.T. | - |
| Emergency Response Support | - |
| Annual Mailer (Weed Abatement) | - |
| Board Report Formating/ Design | 14 |
| Other | 1 |
| Other | - |
| TOTAL | 18 |

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
 March 2020

| MEETINGS | |
|--------------------------------|-----------------|
| Meeting Type | No. of Meetings |
| H.O.A | - |
| On-Site Project Meetings | 3 |
| In-Office Project Meetings | 1 |
| Weed Abatement | 2 |
| County | 4 |
| Code Development | - |
| Support/I.T. Development | - |
| San Diego County FPO's | 1 |
| Community Stakeholder Meetings | 1 |
| Other | - |
| TOTAL | 12 |

| TRAINING/EDUCATION | |
|--------------------|----------|
| Class Name | Dates |
| Fire Inspector 2C | 3/5/2020 |
| | |
| | |
| | |
| | |
| TOTAL | |

| PREVENTION / PUB ED | |
|---------------------|--------------|
| Activity | Number |
| Phone Calls | 352 |
| Emails | 2,518 |
| TOTAL | 2,870 |

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
 March 2020

| WEED ABATEMENT | |
|-----------------------------|---------------------------|
| Activity | No. of Inspections |
| Weed Abatement Inspection | 401 |
| Weed Abatement Reinspection | 1 |
| 1st Notice | 282 |
| 2nd Notice | - |
| Final Notice | - |
| Posting | - |
| Forced Abatement | - |
| TOTAL | 684 |

| ADMINISTRATIVE SERVICES/OFFICE SUPPORT | |
|---|----------------------|
| Activity | No. Completed |
| Phone Calls | 613 |
| Correspondence | 1,095 |
| Walk in/Counter | 199 |
| Knox Application Request | 10 |
| Burn Permits | - |
| Plan Accepted/Routed | 142 |
| Special Projects | 5 |
| Scanning Documents/Electronic Files | 500 |
| Meetings: Admin/Prevention/Admin Shift | 3 |
| Post Office Runs | - |
| Deposit Runs/Preparations | 10 |
| TOTAL | 2,577 |

Rancho Santa Fe Fire Protection District
Public Education Coordinator Monthly Activity Summary
 March 2020

| SOCIAL MEDIA COMMUNITY INTERACTION | | | |
|---|------------------|---------------------|---------------|
| Social Media | Followers | Interactions | Reach |
| Facebook | 1,729 | 1,189 | 8,129 |
| Instagram | 1,499 | 117 | 11,030 |
| Twitter | 4,074 | 637 | 17,406 |
| TOTAL | 7,302 | 1,943 | 36,565 |

| Website Development | Number of Items |
|----------------------------|------------------------|
| New Content | 7 |
| Update Existing Content | 5 |
| TOTAL | 12 |

| COMMUNITY OUTREACH | |
|--|---------------------|
| Event | Participants |
| Science Discovery Day at R. Roger Rowe | 60 |
| Boot Drive | 2,000 |
| | - |
| | - |
| TOTAL | 2,060 |

| STATION TOURS/ENGINE VISITS | | |
|------------------------------------|-------------------|---------------------|
| Station No. | Group Name | Participants |
| Station 2 | Toddler Group | 5 |
| | | |
| TOTAL: | 1 | 5 |

Rancho Santa Fe Fire Protection District
Public Education Coordinator Monthly Activity Summary
 March 2020

| CAR SEATS | |
|---------------------|----------|
| Car Seats Installed | 0 |
| TOTAL: | 0 |

| EDUCATIONAL MATERIALS | |
|-----------------------|----------|
| Name | Number |
| COVID Signage | 2 |
| Weed Abatement Packet | 1 |
| | - |
| TOTAL: | 3 |

| MEETINGS | |
|--------------------------------|-----------------|
| Meeting Type | No. of Meetings |
| Large Animal Evac | - |
| Staff | 1 |
| Board | - |
| Shift | - |
| CSA 17 | - |
| PIO's | - |
| SO CAL Pub Ed | - |
| County COVID Press Conference | 5 |
| Community Stakeholder Meetings | 2 |
| TOTAL | 8 |

Rancho Santa Fe Fire Protection District
Public Education Coordinator Monthly Activity Summary
 March 2020

| TRAINING/EDUCATION | |
|--------------------------------|-----------|
| Class Name | Dates |
| Britax One4Life Online Trainig | 3/26/2020 |
| | - |
| | - |
| TOTAL | 1 |

| CLERICAL | |
|----------------|------------|
| Activity | Number |
| Phone Calls | 54 |
| Correspondence | 436 |
| TOTAL | 490 |

| PUBLIC MEDIA INERACTION | |
|----------------------------|----------|
| Activity | Number |
| Press Releases | 3 |
| Community Event Interviews | - |
| On-scene PIO | - |
| Interviews (Other) | - |
| TOTAL: | 3 |

STAFF REPORT

NO. 20-03

TO: BOARD OF DIRECTORS
FRED COX, FIRE CHIEF

FROM: DAVID LIVINGSTONE, BATTALION CHIEF

SUBJECT: SALE OF SURPLUS PROPERTY

DATE: APRIL 9, 2020



RECOMMENDATION

Staff recommends that vehicle #0611 is deemed surplus, and be sold to Fire Etc. for cash based on their offer of \$33,500

BACKGROUND

The vehicle, acquired in the reorganization of Elfin Forest/Harmony Grove (CSA-107), was used as a reserve engine at RSF2. With the addition of a new type I apparatus, this vehicle is surplus and no longer needed in the fleet inventory.

CURRENT SITUATION

As our new Type I engine is put into service, we will have a better designed and reliable Engine that meets our needs that will be put in reserve status within the fleet. This engine is now 14 years old with 58,000 miles, and is no longer viable as a fleet vehicle due to age, design, and mechanical problems.

STAFF REPORT

NO. 20-04

TO: BOARD OF DIRECTORS
FRED COX, FIRE CHIEF

FROM: DAVID LIVINGSTONE, BATTALION CHIEF

SUBJECT: SALE OF SURPLUS PROPERTY

DATE: APRIL 9, 2020



RECOMMENDATION

Staff recommends that the surplus vehicle (No. 0281) be sold and be sold to Fire Etc. for cash based on their offer of \$2,400

BACKGROUND

This vehicle was purchased in 2002 by the Fire District and has been used as a staff vehicle for Fire Prevention for the past 18 years. With the purchase of a new staff vehicle, a newer and more reliable vehicle will be moved to the Fire Prevention fleet, this vehicle is designated as surplus.

CURRENT SITUATION

The staff vehicle is now 18 years old with over 100,000 miles and is no longer viable as a fleet vehicle due to age, mileage and mechanical problems.

STAFF REPORT

NO. 20-05

TO: BOARD OF DIRECTORS
FRED COX, FIRE CHIEF

FROM: DAVID LIVINGSTONE, BATTALION CHIEF

SUBJECT: SALE OF SURPLUS PROPERTY

DATE: APRIL 9, 2020



RECOMMENDATION

Staff recommends that vehicle #0781 is deemed surplus, and be sold to Fire Etc. for cash, based on their offer of \$3,000

BACKGROUND

This vehicle was purchased in 2007 by the Fire District and has been used as a command vehicle for the Battalion Chief position. With the purchase and replacement of a command vehicle this year, this vehicle is designated as surplus.

CURRENT SITUATION

This staff vehicle is now 13 years old with 97,100 miles and 4,840 hours (266,200 equivalent road miles) and is no longer viable as a fleet vehicle due to age, mileage and mechanical problems.